

**OFFICIAL PROCEEDINGS  
OF THE  
PLANNING COMMISSION-CITIZEN ADVISORY COMMITTEE  
CITY OF LOWELL, MICHIGAN  
FOR THE REGULAR MEETING OF  
MONDAY, SEPTEMBER 11, 2017, AT 7:00 P.M.**

1. **CALL TO ORDER: PLEDGE OF ALLEGIANCE, ROLL CALL.**

The Meeting was called to order at 7:03 p.m. by Chair Barker.

Present: Commissioners David Cadwallader, Marty Chambers, Jim Salzwedel, John Gerard, and Chair Barker.

Absent: None.

Also Present: City Clerk Susan Ullery and Williams and Works Planner Andy Moore.

2. **APPROVAL OF AGENDA.**

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to approve the agenda as written.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

3. **APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING.**

IT WAS MOVED BY CHAMBERS and seconded by CADWALLADER that the minutes of the August 14, 2017 Special meeting be approved as written.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS that the minutes of the August 14, 2017 Regular meeting be approved as written.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

4. **PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA.**

No public comments.

5. **OLD BUSINESS**

a. **Public Hearing - Zoning Ordinance Revisions – Chapter 4 and Chapter 17**

Andy Moore of Williams and Works explained Chapters 4 and 17 amendments will be recommended to the City Council for adoption. Moore explained if the City Council approves the amendments, a notice of adoption will be published in the newspaper and then those amendments will be incorporated in the ordinance. Commissioner Salzwedel advised he would address the City Council.

6. **NEW BUSINESS.**

a. City of Lowell Demographic and Housing Data.

Andy Moore of Williams and Works explained they have reviewed and updated data from the 2007 Master Plan for consideration. The purpose of this review was to analyze the change that may have occurred within the City's population, which will aid in determining if an adjustment to the City's long range planning policies is warranted.

Commissioner Chambers would like all the City Council members to see the memo provided by Moore.

The Commission discussed the City of Lowell Demographic and Housing Data and Housing Data that was provided.

IT WAS MOVED BY CHAMBERS and seconded by CADWALLADER that the City of Lowell's 5-year review of the Master Plan is complete as required by the Michigan Planning Enabling Act, as amended, and that the Commission finds that an update to the City's Master Plan is not warranted at this time.

YES: Commissioner Cadwallader, Commissioner Chambers, Commissioner Salzwedel, Commissioner Gerard and Chair Barker. NO: 0. ABSENT: 0. MOTION CARRIED.

b. Short Term Rentals.

Andy Moore of Williams and Works explained the memo provided outlines the various issues and concerns surrounding the short-term rental of residential properties located in the City of Lowell. This issue is viewed from the perspective of both the residents and the rental property owner. A range of proposed options to address the issue are offered for the consideration of the Planning Commission and City Council.

First, the City must determine whether short-term rentals represent a problem in the community today or whether they may become a problem in the future as the nature of residential development in the community evolves.

Chair Barker advised he had experiences with this in a previous community and he stated that the noise level gets to be astronomical, but stated that Lowell would be a different atmosphere. Barker asked if Option #2, Public Information and Peer Pressure if Peer Pressure was possible? The City could have a check list of safety items for people renting.

Moore advised the City must have an ordinance to get residents to comply and cooperate.

There was further discussion from the Commissioners.

By general consensus, the Commission wanted direction from the Council. Moore advised he would be attending the Committee of the Whole meeting on Monday, September 18, 2017 at 5:30 p.m. when the Council will discuss Airbnb's.

7. **STAFF REPORT**

No further updates.

8. **COMMISSIONERS REMARKS**

Chair Barker congratulated Commissioner Chambers on being appointed to the City Council and staying on the Planning Commission as the City representative.

Commissioner Gerard advised on that September 29, 2017 he will be resigning from the Planning Commission.

Chair Barker stated Commissioner Gerard will be missed and thanked Gerard for his service.

Commissioner Cadwallader thanked Commissioner Gerard and stated he would be missed.

Commissioner Salzwedel also thanked Commissioner Gerard.

Commissioner Chambers stated he was pleased that Mayor DeVore asked him to stay as a liaison for the Planning Commission after being appointed to the City Council. He went on to state Gerard will be missed.

Chair Barker thanked everyone for the hard work on the zoning ordinances and other issues that have come up. Barker asked Moore to set up the next list of Chapters to review.

IT WAS MOVED BY CHAMBERS and seconded by CADWALLADER to adjourn at 7:54 p.m.

DATE:

APPROVED:

---

Bruce Barker, Chair

---

Susan S. Ullery, City Clerk