301 East Main Street
Lowell, Michigan 49331
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PLANNING COMMISSION-CITIZEN ADVISORY COMMITTEE
CITY OF LOWELL, MICHIGAN
AGENDA
FOR THE REGULAR MEETING OF
MONDAY, JANUARY 8, 2018 AT 7:00 P.M.

AT THE
LOWELL CITY HALL
CITY COUNCIL CHAMBERS
SECOND FLOOR
301 EAST MAIN STREET

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

2. APPROVAL OF AGENDA

3. APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS
   a. December 11, 2017 – Regular Meeting

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

5. OLD BUSINESS

   a. None

6. NEW BUSINESS

   a. Public Hearing – Ordinance 18-01
   b. Public Hearing – Ordinance 18-02
   c. Zoning Amendments

7. STAFF REPORT

8. COMMISSIONERS REMARKS

9. ADJOURNMENT

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

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

The Meeting was called to order at 7:00 p.m. by Chair Barker.

Present: Commissioners David Cadwallader, Marty Chambers, Amanda Schrauben, Colin Plank, and Chair Barker.

Absent: None.

Also Present: City Manager Mike Burns, Deputy City Clerk Susan Ullery and Williams and Works Planner Andy Moore.

2. APPROVAL OF AGENDA.

IT WAS MOVED BY CHAMBERS and seconded by CADWALLADER to move item 6c, Mark Batchelor -1151 Bowes Road under Public Comments, and to approve the agenda as amended.

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 to approve the minutes of the November 13, 2017 regular meeting as written.

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

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

Ashton Shaw of Lowell Township spoke in reference to transporting Medical Marihuana and the Medical Marihuana Facilities Licensing Act.

5. NEW BUSINESS.

a. Site Plan Review—Mark Batchelor—1151 Bowes Road.

Mr. Mark Batchelor has submitted an application for site plan review for the construction of an addition to an existing office building located at 1151 Bowes Road. The subject property has an area of approximately 12,208 square feet and is located at 1151 Bowes Road. They are seeking to construct a 16'x40' addition to the west elevation of an existing office building on the subject property, which is zoned C3, General Business zoning district.

Andy Moore of Williams and Works then went through the Site Plan Review Standards with the Commission and answered questions.

After discussion and review, the Commission felt the standards had been met with one exception of a sidewalk connection to the front entrance of the building.

IT WAS MOVED BY CHAMBERS and seconded by CADWALLADER to accept the Site Plan of Mark Batchelor-1151 Bowes Road with the following conditions.

1. No demolition or earthwork shall be undertaken on the site until a building permit has been issued consistent with this site plan approval.
2. Prior to issuance of any City permits, the applicant shall have paid all application, permit, reimbursable escrow, and other fees related to the request.
3. The applicant shall maintain all required state, federal, and local permits and approvals.
4. The applicant shall comply with the stipulations of the City Fire Department and any other applicable emergency personnel regarding emergency access to the new structure.
5. If additional lighting is proposed, the applicant shall submit lighting details to be reviewed and approved by the City Zoning Enforcement Officer.
6. The applicant is required to install a sidewalk connection on the handicap side to the City sidewalk on the East side of the building.

YES: Commissioners Cadwallader, Schrauben, Plank, Chambers, and Chair Barker.
NO: 0. ABSENT: 0. MOTION CARRIED.

6. OLD BUSINESS

There was none.

7. NEW BUSINESS CONT.

a. Election of Officers and Review and adoption of Planning Commission Rules of Procedure.

IT WAS MOVED BY CHAMBERS and seconded by CADWALLADER to nominate Chair Barker to remain as Chairperson.
YES: 5 NO: 0. ABSENT: 0. MOTION CARRIED.

IT WAS MOVED BY CHAMBERS and seconded by SCHRAUBEN to nominate Commissioner Cadwallader as Vice-Chairperson.
YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

The Commissioners voted to adoption of Planning Commission Rules and Procedures.
YES: Commissioners Chambers, Plank, Schrauben, Cadwallader, and Chair Barker.
NO: 0. ABSENT: 0. MOTION CARRIED.

The Commissioners viewed the 2018 meeting dates and there were no conflicts.

8. **STAFF REPORT**

No comments were provided.

9. **COMMISSIONERS REMARKS**

Commissioner Cadwallader had no remarks.

Commissioner Chambers congratulated Chair Barker and Vice-Chairperson Cadwallader.

Commissioner Plank stated he was glad to be on the Commission.

Commissioner Schrauben welcomed Commissioner Plank and wished everyone a Merry Christmas and Happy New Year.

Chair Barker welcomed Commissioner Plank and thanked the other Commissioners. Chair Barker also wished everyone a Merry Christmas and Happy New Year.

IT WAS MOVED BY CADWALLADER and seconded by CHAMBERS to adjourn at 7:40 p.m.

DATE:

APPROVED:

Bruce Barker, Chair

Susan S. Ullery, City Clerk

CITY OF LOWELL
KENT COUNTY, MICHIGAN

ORDINANCE NO. 18-01

AN ORDINANCE TO AMEND CHAPTER 22, "ADMINISTRATION AND ENFORCEMENT," OF APPENDIX A, "ZONING," OF THE CODE OF ORDINANCES OF THE CITY OF LOWELL

Councilmember _____, supported by Councilmember _____, moved the adoption of the following ordinance:

THE CITY OF LOWELL ORDAINS:

Section 1. Amendment of Chapter 22. Chapter 22 of Appendix A, "Zoning," of the Code of Ordinances of the City of Lowell is amended in its entirety to read as follows:

CHAPTER 22. - ADMINISTRATION AND ENFORCEMENT

SECTION 22.01. - ZONING ENFORCEMENT OFFICER.

A. Authority. Except where herein otherwise stated, the provisions of this ordinance shall be administered by the zoning enforcement officer, or such other official or officials as may be designated by the city council. The zoning enforcement officer shall have the power to:

1. Issue certificates of occupancy;
2. Make inspections of buildings and premises necessary to carry out the duties of administration and enforcement of this ordinance;
3. Issue and serve appearance tickets on any person with respect to any violation of this ordinance where there is reasonable cause to believe that the person has committed such an offense;
4. Maintain and safely keep copies of all plans other than for single-family dwellings and fees submitted with such application, and the same shall form a part of the records of his office and shall be available to the council and all other officials of the city.
5. Perform such other functions necessary and proper to enforce and administer the provisions of this ordinance.

SECTION 22.02. - PERMITS.

A. Building permits.

1. No building, structure, or commercial sign shall be erected, altered, moved, or substantially repaired unless a building permit shall have been first issued for such work.
2. No building permit shall be issued for the erection, alteration, or use of any building or structure or for the use of any land which is not in accordance with all provisions of this ordinance.
3. The holder of every building permit for the construction, erection, alteration, repair, or moving of any building or structure shall notify the building inspector immediately upon completion of the work authorized by the permit for a final inspection.

B. Certificate of occupancy.

1. No vacant land shall be used and no existing use of land shall be changed to a different class of use unless a certificate of occupancy is first obtained for the new or different use.
2. No building or structure which is hereafter erected or altered shall be occupied or used unless and until a certificate of occupancy shall have been issued for such building or structure.
3. Certificates of occupancy, as required by the currently adopted Building Code for the City of Lowell, shall also constitute certification of compliance with the zoning ordinance.
4. A record of all certificates of occupancy issued shall be kept on file in the office of the zoning enforcement officer and copies shall be furnished upon request to any person owning or renting the property which is the subject of the Certificate.
5. Applications for certificates of occupancy shall be made in writing to the building inspector on a form furnished by the City of Lowell. Certificates shall be issued within ten (10) days after receipt of such application if the building or structure or use of land is in accordance with the provisions of this ordinance and the other applicable ordinances of the City of Lowell.

C. Zoning Compliance Permits.

1. No permit or approval shall be issued for any use, building, construction, work, alteration, addition, or improvement to land or land division, until a zoning compliance permit has been issued by the zoning enforcement officer under the terms and provisions of this Ordinance.
2. The issuance of any other approval or certification of a site plan, variance, special land use permit, planned unit development, or other discretionary permit by any board or body under this Ordinance, shall not supersede or lessen compliance with this Ordinance and that any use, development, construction, improvement or work allowed under the discretionary permit, shall in all cases be further conditioned on compliance with this Ordinance and shall not be allowed until the issuance of the zoning compliance permit in accordance with this Chapter.

3. An application for a zoning compliance permit shall be signed by the owner of the land, or the owner's duly authorized agent and be accompanied by a site plan, where required under other provisions of this Ordinance, or a drawing, that provides the following information:

   a. Scale, date and north point.

   b. Location, shape and dimensions of the lot.

   c. Legal description, tax parcel number and address of the lot.

   d. Location, outline and dimensions of all existing and proposed structures and the location and extent of all uses not involving structures.

   e. A clear description of existing and intended uses of all structures.

   f. Additional information as required by the zoning enforcement officer for purposes of determining compliance with this Ordinance.

4. A zoning compliance permit shall be signed and issued by the zoning enforcement officer.

   a. The application and all supporting documentation shall be considered a part of the permit.

   b. Any alteration, false statement, change or other variation between the application and its supporting documents, and the use, construction, work, development, alteration, addition, or improvement authorized by the permit, shall render the permit null and void.

   c. Any change, variation or alteration of the application and supporting documents, shall require resubmission to the zoning enforcement officer and the re-issuance of a new zoning compliance permit.

5. All fees due under this Ordinance, or under other Ordinances or policies of the City for municipal services and development of the work, must be paid in full prior to the issuance of the zoning compliance permit, unless exception is made by the appropriate board authorized to waive or delay the payment of the fees. The applicant shall furnish to the zoning enforcement officer, upon request, a title insurance policy or other acceptable evidence of ownership.

6. The zoning enforcement officer is authorized to prepare and furnish to the public, from time to time forms for application for a Zoning Compliance Permit.

7. The zoning enforcement officer is authorized to affix to the face of any zoning compliance permit any condition authorized by the Ordinance or under any discretionary permit issued by any Board under this Ordinance, or under other Ordinances or promulgated policies of the City, pertaining to the use, work or occupancy of the land and premises. Failure to comply with any condition shall render the zoning compliance permit null and void.

D. Fees for the inspection and issuance of building permits, certificates of occupancy, zoning compliance permits, or copies required or issued under the provisions of this ordinance, may be collected by the city in advance of issuance. The amount of such fees shall be established by resolution of the city council and shall cover the cost of inspection and supervision resulting from the enforcement of this ordinance.

SECTION 22.03. - ENFORCEMENT.

A. Violations.

1. A violation of this ordinance shall be a civil infraction subject to a fine. Increased civil fines will be imposed for repeated violations that occur within a six (6) month period. The civil fine for a first offense is fifty dollars ($50.00). The civil fine for the first repeat offense is two hundred and fifty dollars ($250.00). The civil fine for the second repeat offense is five hundred dollars ($500.00). The city shall also be entitled to equitable relief to abate the violation and to such other relief as may be available to the city pursuant to chapters 83 and 87 of the Michigan Revised Judicature Act, as amended.

2. Each day on which any violation of this ordinance occurs shall constitute a separate offense.

B. Any building or structure which is erected, altered, or converted, or any use of premises or land which is begun or changed subsequent to the time of passage of this ordinance and is in violation of any of the provisions thereof, is hereby declared to be a public nuisance per se, and may be abated by order of any court of competent jurisdiction.

SECTION 22.04. - PERFORMANCE GUARANTEES.

A. As a condition of approval of a site plan review, special land use, or planned unit development, the planning commission or zoning enforcement officer, whichever is designated as the approving authority, may require a financial guarantee of sufficient sum to assure the installation of those features or components of the approved activity or construction which are considered necessary to protect the health, safety, and welfare of the public and of users or inhabitants of the proposed development. Such features or components, hereafter referred to as "improvements," may include, but shall not be limited to, streets, curbing, landscaping, fencing, walls, screening, lighting, drainage facilities, sidewalks, driveways, utilities, and similar items.

B. Performance guarantees shall be processed in the following manner:

1. Prior to the issuance of a certificate of occupancy, the applicant shall submit an itemized estimate of the cost of the required improvements which are subject to the performance guarantee, which shall then be reviewed by the zoning enforcement officer. The amount of the performance guarantee shall be one hundred (100) percent of the cost of purchasing of materials and installation of the required

improvements, plus the cost of necessary engineering and a reasonable amount for contingencies.

2. The required performance guarantee may be in the form of a cash deposit, certified check, irrevocable bank letter of credit, or surety bond acceptable to the city.
3. Upon receipt of the required performance guarantee, the zoning enforcement officer shall issue a building permit for the subject development or activity, provided it is in compliance with all other applicable provisions of this ordinance and other applicable ordinances of the city.
4. The zoning enforcement officer, upon the written request of the obliger, shall rebate portions of the performance guarantee upon determination that the improvements for which the rebate has been requested have been satisfactorily completed. The portion of the performance guarantee to be rebated shall be in the same amount as stated in the itemized cost estimate for the applicable improvements.
5. When all of the required improvements have been completed, the obliger shall send written notice to the zoning enforcement officer of completion of said improvements. Thereupon, the zoning enforcement officer shall inspect all of the improvements and approve, partially approve, or reject the improvements with a statement of the reasons for any rejections. If partial approval is granted, the cost of the improvement rejected shall be set forth. Where partial approval is granted, the obliger shall be released from liability pursuant to relevant portions of the performance guarantee, except for that portion sufficient to secure completion of the improvements not yet approved.
6. A record of authorized performance guarantees shall be maintained by the zoning enforcement officer.

SECTION 22.05. - ZONING AMENDMENTS

A. Procedure.

1. Written applications for the adoption of a rezoning or amendment to this Ordinance may be initiated by:
    a. Any public agency;
    b. Any interested person;
    c. The planning commission; or
    d. The city council.
2. If said application is for a rezoning, an "interested person" shall either be the City or the owner of the property which will be considered for the rezoning, or, if not the owner of the property, the applicant shall submit a written statement from the property owner indicating his or her permission to submit such application.
3. Application for a zoning amendment shall consist of:

a. A written statement from the property owner indicating his or her permission to submit such application, if applicable.

b. Payment of a fee, as established from time to time by the city council.

c. A map clearly showing the property to be considered for the zoning change, including all properties within one quarter (¼) mile of the subject property and the current zoning of all such properties.

d. A legal description of the property to be considered for the zoning change.

4. Following receipt of the completed application, the Planning Commission shall hold a public hearing. Notice of the public hearing shall be provided pursuant to Section 22.05 of this Ordinance and the Michigan Zoning Enabling Act, as amended.

5. Following the public hearing, the Planning Commission shall forward the application, along with its recommendation, to the City Council for a final decision.

6. Review Criteria. In making a decision on a zoning amendment, the Planning Commission and City Council shall consider the following standards:

   a. If the proposed zoning amendment is consistent with the goals, policies, and future land use map of the City of Lowell Master Plan; or, if conditions have changed significantly since the Master Plan was adopted, if the zoning amendment is consistent with recent development trends in the area.

   b. If the zoning amendment is compatible with existing or future land uses in the vicinity

   c. If the site is capable of accommodating all uses allowed by the zoning change, considering existing or planned public infrastructure, including streets, sanitary sewers, storm water, water, sidewalks, and street lighting.

7. The City's decision of a zoning amendment shall not be appealed to the board of zoning appeals.

SECTION 22.06. – PUBLIC HEARING AND NOTICE REQUIREMENTS.

A. Where this Ordinance requires the City to provide notice of a public hearing for any decision or action permitted, authorized or required by this Ordinance or under Act 110 of the Public Acts of 2006 as amended, notice of the public hearing shall be given as follows:

B. The notice shall be published once, at least 15 days prior to the date of the public hearing, in a newspaper of general circulation in the City.

C. Except as provided in subsection D below, a notice of public hearing shall also be mailed or personally delivered to the following persons, at least 15 days prior to the date of the public hearing:

   1. The applicant;

2. The owner or owners of the subject property;

3. All persons to whom real property is assessed within 300 feet of the property that is the subject to the application or request, even if the 300 feet extends outside of the City's boundaries; and

4. The occupants of all structures within 300 feet of the property that is the subject of the application or request, even if the 300 feet extends outside of the City's boundaries. If the name of the occupant is not known, the term "occupant" may be used in making notification under this subsection.

D. The notice of public hearing shall include the following information:

1. A description of the nature of the proposed amendment, application or request.

2. An identification of the property that is the subject of the application or request, if applicable. Except as provided in subsection D below, the notice shall include a listing of all existing street addresses within the property. Street addresses do not need to be created and listed if no such addresses currently exist within the property and another means of identification of the property shall be used.

3. State when and where the application or request will be considered.

4. Identify when and where written comments will be received concerning the application or request.

E. When a proposed zoning amendment involves the text of the Zoning Ordinance or if a rezoning involves 11 or more adjacent properties, or when a petition to the board of zoning appeals involves an interpretation of the Zoning Ordinance or an appeal of an administrative decision that does not involve a specific parcel, the mailing or delivery requirements of subsections B(2), B(3) and B(4), of this Section are not required, and the listing of individual property addresses under subsection C(2) is not required.

F. For a zoning ordinance amendment, including rezoning of property, the notice shall be given by first-class mail to each electric, gas, and pipeline public utility company, each telecommunication service provider, each railroad operating within the district or zone affected, and the airport manager of each airport, that registers its name and mailing address with the City for the purpose of receiving the notice of public hearing.

G. After providing the notice required under this section and without further notice, except that as required under the Open Meetings Act, the body holding the public hearing may adjourn from time to time a duly called public hearing by passing a motion specifying the time, date, and place of the continued public hearing.

SECTION 22.07. FEES AND APPLICANT ESCROW ACCOUNTS

A. The Lowell City Council may establish, fees for appeals, application for amendments, special uses, site plan reviews, zoning compliance permits, signs, and other matters pertaining to this Ordinance. The schedule of fees shall be posted in City Hall and may be altered only by resolution of the City Council. Until all applicable fees, charges and

expenses have been paid in full, no permits shall be issued related to any application or appeal.

B. If the planning commission or board of zoning appeals determines that the basic fees provided under subsection A above will not cover the actual costs of the application review or appeal, or if the planning commission or board of zoning appeals determines that review of the application and/or participation in the review process or appeal by qualified professional planners, engineers, attorneys, or other professionals is necessary, then the planning commission or board of zoning appeals may require the applicant to deposit with the City Treasurer such additional fees in an amount sufficient to cover the estimated additional costs.

C. These additional fees shall be held in escrow in the applicant's name and shall be used solely to pay these additional costs. If the amount held in escrow becomes less than ten percent (10%) of the initial escrow deposit or less than ten percent (10%) of the latest additional escrow deposit and review of the application or decision on the appeal is not completed, then the zoning enforcement officer may require the applicant to deposit additional fees into escrow in an amount determined by the zoning enforcement officer to be equal to the estimated costs to complete the review or decide the appeal. Failure of the applicant to make any escrow deposit required under this Ordinance shall be deemed to make the application incomplete or the appeal procedurally defective thereby justifying the denial of the application or the dismissal of the appeal. Any unexpended funds held in escrow shall be returned to the applicant following final action on the application or the final decision on the appeal. Any actual costs incurred by the City in excess of the amount held in escrow shall be billed to the applicant and shall be paid by the applicant prior to the issuance of any permit or the release of a final decision on an appeal.

SECTION 22.08. - EFFECTIVE DATE.

Public hearing having been held hereon, the provisions of this ordinance are hereby adopted, and this ordinance shall take effect on the 26th day of January, 1996.

SECTION 22.09. - REPEAL OF PRIOR ORDINANCE.

The zoning ordinance adopted by the City of Lowell, known as Ordinance No. 87, and all amendments thereto, are hereby repealed. The repeal does not affect any act done or offense committed, or any liability, penalty, forfeiture, or punishment acquired thereunder.

Section 2. Publication. After its adoption, the City Clerk shall publish this ordinance or a summary thereof, as permitted by law, along with its date of adoption in the *Lowell Ledger*, a newspaper of general circulation in the City, at least ten (10) days before its effective date.

Section 3. Effective Date. This ordinance shall take effect ten (10) days after it, or a summary thereof, as permitted by law, along with the date of its adoption, is published in the *Lowell Ledger*, a newspaper of general circulation in the City.

YES: Councilmembers _____

_____

NO: Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

ORDINANCE DECLARED ADOPTED.

Dated: _____, 2018

_____
Susan Ullery
City Clerk

CERTIFICATION

I, the undersigned City Clerk of the City of Lowell, Michigan (the "City"), certify that the above ordinance is a true and complete copy of an ordinance adopted at a regular meeting of the Lowell City Council held on _____ 2018, pursuant to notice given in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended, and notice of its adoption, including a summary of its contents and its effective date, was published in the *Lowell Ledger*, on _____, 2018. I further certify that the above ordinance was entered into the Ordinance Book of the City on _____, 2018, and was effective _____, 2016, ten (10) days after publication.

Dated: _____, 2018

_____
Susan Ullery
City Clerk

CITY OF LOWELL
KENT COUNTY, MICHIGAN

ORDINANCE NO. 18-02

AN ORDINANCE TO AMEND SECTION 2.03, "DEFINITIONS-B," AND SECTION 2.19, "DEFINITIONS-S," OF CHAPTER 2, "DEFINITIONS," SECTION 5.03, "SPECIAL LAND USES" OF CHAPTER 5, "SR – SUBURBAN RESIDENTIAL DISTRICT," SECTION 6.03 "SPECIAL LAND USES" OF CHAPTER 6 "R-1 RESIDENTIAL DISTRICT," SECTION 11.03 "SPECIAL LAND USES" OF CHAPTER 11 "C-2 CENTRAL BUSINESS DISTRICT," AND SECTION 17.04, "SITE DESIGN STANDARDS" OF CHAPTER 17, "SPECIAL LAND USES" OF APPENDIX A, "ZONING," OF THE CODE OF ORDINANCES OF THE CITY OF LOWELL

Councilmember _____, supported by Councilmember _____, moved the adoption of the following ordinance:

THE CITY OF LOWELL ORDAINS:

Section 1. Amendment to Section 2.03 of Chapter 2. Section 2.03, "Definitions-B," of Chapter 2, "Definitions," of Appendix A, "Zoning," of the Code of Ordinance of the City of Lowell is amended by amending the following definition:

Bed and breakfast establishment. A house, or portion thereof, containing the principal residence of the operator, where short-term lodging rooms and meals are provided as a commercial operation, but this definition does not include short-term rentals as defined by this ordinance.

Section 2. Amendment to Section 2.19 of Chapter 2. Section 2.19, "Definitions-S," of Chapter 2, "Definitions," of Appendix A, "Zoning," of the Code of Ordinance of the City of Lowell is amended by adding the following definition in alphabetical order:

Short-term rental. The rental or subletting of any dwelling for a term of 30 days or less, but the definition does not include the use of campgrounds, hotel rooms, bed and breakfast establishments, transitional housing operated by a non-profit entity, group homes such as nursing homes and adult foster care homes, hospitals, or housing provided by a substance abuse rehabilitation clinic, mental-health facility, or other health-care related clinic.

Section 3. Amendment to Section 5.03 of Chapter 5. Section 5.03, "Special Land Uses," of Chapter 5, "SR – Suburban Residential District," of Appendix A, "Zoning," of the Code of Ordinances of the City of Lowell is amended to include the following subsection K, which reads as follows:

K. *Short-Term Rental*

Section 4. Amendment of Section 6.03 of Chapter 6. Section 6.03, "Special Land Uses," of Chapter 6, "R-1 Residential District," of Appendix A, "Zoning," of the Code of Ordinances of the City of Lowell is amended to include the following subsection H, which reads as follows:

H. *Short-Term Rental*

Section 5. Amendment of Section 11.03 of Chapter 11. Section11.03, "Special Land Uses," of Chapter 11, "C-2 Central Business District," of Appendix A, "Zoning," of the Code of Ordinances of the City of Lowell is amended to include the following subsection H, which reads as follows:

H. *Short-Term Rental*

Section 6. Amendment to Section 17.04 of Chapter 17. Section 17.04, "Site Design Standards," of Chapter 17, "Special Land Uses," of Appendix A, "Zoning," of the Code of Ordinances of the City of Lowell is amended to include the following subsection EE, which reads as follows:

EE. *Short-Term Rental*

1. Exemptions: Any member of a family, as well as that family member's guests, may occupy a dwelling as long as that family member's family owns the dwelling. Also exempted are family guests, exchange students, visitors, medical caregivers, and child caregivers, without remuneration to the owner.
2. A short-term rental is permitted with special land use approval only in the SR, R-1 and C-2 districts.
3. A short-term rental shall require a minimum stay of three (3) days and the duration of a stay shall not exceed 30 days.
4. A short-term rental shall meet the dimensional requirements for the district in which it is located.
5. The maximum occupancy for a short-term rental is two (2) guests per bedroom, but in no case shall occupancy exceed fifteen (15) guests per dwelling. The Planning Commission may permit additional occupancy, up to two (2) additional guests per finished floor, if the following requirements are determined to be met:
    a. The short-term rental affords sufficient visual privacy and/or screening from adjacent residential properties;

b. The short-term rental is located on a lot of two (2) or more acres;

c. The short-term rental provides sufficient off-street parking to accommodate the additional vehicles.

6. One (1) off-street parking space shall be provided for each bedroom. Except for short-term rentals in the C-2 district, all parking shall be off-street and provided on the lot where the short-term rental is located.
7. A host shall notify, in writing, the Lowell Area Fire Department and Lowell Police Department of the dates and number of guests for each unique stay.
8. A host shall provide the City with a 24-hour telephone number with which the host or host's agent can be reached in case of emergency and/or enforcement matters.
9. A host shall provide an in-unit notice in a conspicuous place that includes the property address, a 24-hour telephone number with which the host or host's agent can be reached, all applicable rules and ordinances related to the short-term rental, and the maximum occupancy of the dwelling unit as permitted by this subsection.
10. Short-term rental shall be conducted in a manner that is consistent with the customary use of a single-family dwelling. The unit shall provide safe, reasonable, and adequate sleeping arrangements in traditional bedrooms with proper egress or as consistent with law. The use of campers, tents or similar arrangements to provide additional occupancy on the premises is prohibited.
11. Occupants shall not encroach on neighboring properties.
12. The host shall provide sufficient waste receptacles substantially screened from view; and the premises shall be maintained free of debris and unwholesome substances. Garbage must be kept in a closed container and disposed of on a regular weekly schedule.
13. The appearance of the short-term rental shall not conflict with the residential character of the neighborhood. The dwelling shall be properly maintained per all applicable local and state codes, and kept in good repair so that the use in no way detracts from the general appearance of the neighborhood.
14. The host or host's agent must be available to accept telephone calls at all times that the short-term rental is rented. The host or host's agent must have a key to the unit and be capable of being physically present at the unit within 60 minutes to address issues, unless arrangements are made for a substitute person to address issues within the same timeframe.

Section 7. Publication. After its adoption, the City Clerk shall publish this ordinance or a summary thereof, as permitted by law, along with its date of adoption in the *Lowell Ledger*, a newspaper of general circulation in the City, at least ten (10) days before its effective date.

Section 8. Effective Date. This ordinance shall take effect ten (10) days after it, or a summary thereof, as permitted by law, along with the date of its adoption, is published in the *Lowell Ledger*, a newspaper of general circulation in the City.

YES: Councilmembers _____

_____

NO: Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

ORDINANCE DECLARED ADOPTED.

Dated: _____, 2018

_____
Susan Ullery
City Clerk

CERTIFICATION

I, the undersigned City Clerk of the City of Lowell, Michigan (the "City"), certify that the above ordinance is a true and complete copy of an ordinance adopted at a regular meeting of the Lowell City Council held on _____ 2018, pursuant to notice given in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended, and notice of its adoption, including a summary of its contents and its effective date, was published in the *Lowell Ledger*, on _____, 2018. I further certify that the above ordinance was entered into the Ordinance Book of the City on _____, 2018, and was effective _____, 2018, ten (10) days after publication.

Dated: _____, 2018

_____
Susan Ullery
City Clerk

williams&works

engineers | surveyors | planners

MEMORANDUM

To:	City of Lowell Planning Commission
Date:	January 4, 2018
From:	Andy Moore, AICP Nathan R. Mehmed, AICP
RE:	**Residential Zoning Districts Review**

The purpose of this memorandum is to review and recommend changes to the residential zoning districts in the City of Lowell Zoning Ordinance. The following language, organized by chapter, includes additions (highlighted) and deletions ~~(strikethrough)~~ to existing Zoning Ordinance text. For the sake of simplicity, only the sections of each chapter with proposed changes are included. Each chapter includes a narrative explaining the proposed changes.

Chapter 5. – SR – Suburban Residential District

The following proposed changes include the elimination of references to the Master Plan in Section 5.01 and the elimination of a duplicate row in the table of Section 5.04. References to the Master Plan are proposed for removal to provide flexibility to the description and purpose statement and eliminate any future inconsistencies should the Master Plan be updated and a zoning plan created.

SECTION 5.01. - DESCRIPTION AND PURPOSE.

This district~~, compatible with the Low Density Single Family Future Land Use Category of the Master Plan,~~ is intended for residential uses on lots that are generally larger than those found in more developed areas of the city. The purpose of this district is to foster an open space character of the lands within this district, minimizing public service costs, limiting urban influence, and preserving natural features. Certain compatible, nonresidential uses may also be permitted within the district.

SECTION 5.04. - DISTRICT REGULATIONS.

No building or structure, nor the enlargement of any building of structure, shall be hereafter erected unless the following requirements are met and maintained in connection with such building, structure, or enlargement.

Minimum front yard setback	30 feet
Minimum side yard setback	Residential Buildings - 20 feet total/8 feet minimum Non-residential Building – 30 feet
~~Non-residential Buildings~~	~~30 feet~~
Minimum rear yard setback	35 feet
Maximum building height	35 feet or 2½ stories
Maximum Lot coverage	35%
Minimum lot area	23,000 square feet
Minimum lot width	125 feet
Minimum dwelling unit floor area	1,500 square feet DFA

Chapter 6. – R-1 Residential District

The following proposed changes include the elimination of references to the Master Plan in Section 6.01. References to the Master Plan are proposed for removal to provide flexibility to the description and purpose statement and eliminate any future inconsistencies should the Master Plan be updated and a zoning plan created.

SECTION 6.01. - DESCRIPTION AND PURPOSE.

This district~~, compatible with the Single Family 1 Future Land Use Category of the Master Plan,~~ is primarily intended for residential uses on moderate sized lots. Its purpose is to foster stable neighborhoods and to minimize the encroachment of incompatible uses. Certain related non-residential uses are also provided.

SECTION 6.04. - DISTRICT REGULATIONS.

No building or structure, nor the enlargement of any building or structure, shall be hereafter erected unless the following requirements are met and maintained in connection with such building, structure, or enlargement.

Minimum front yard setback	30 feet
Minimum side yard setback	Single-family dwellings - 20 feet total/8 feet minimum Non-residential buildings - 30 feet
Minimum rear yard setback	25 feet
Maximum building height	35 feet or 2½ stories
Maximum lot coverage	35%
Minimum lot area	9,750 square feet
Minimum lot width	75 feet
Minimum dwelling unit floor area	1,500 square feet DFA

Chapter 7. – R-2 Residential District

The following proposed changes include the elimination of references to the Master Plan in Section 7.01 and the addition of descriptive language to provide context to the purpose statement. References to the Master Plan are proposed for removal to provide flexibility to the description and purpose and eliminate any future inconsistencies should the Master Plan be updated and a zoning plan created. Additionally, we have proposed changes to the front yard setback requirement from 30 to 20 feet to account for existing setback distances observed using Kent County GIS. We have also proposed an increase in lot coverage to better reflect existing and historic conditions.

SECTION 7.01. – DESCRIPTION AND PURPOSE.

This district~~, compatible with the Single Family 2 Future Land Use Category of the Master Plan,~~ is primarily intended for residential uses and related non-residential uses in traditional neighborhoods with smaller lots. The ~~overall~~ purpose of this district is to provide additional housing opportunities by providing a variety of housing options, including single- and two-family dwellings.

SECTION 7.04. – DISTRICT REGULATIONS.

No building or structure, nor the enlargement of any building or structure, shall be hereafter erected unless the following requirements are met and maintained in connection with such building, structure, or enlargement.

Minimum front yard setback	~~30~~ 20 feet
Minimum side yard setback	Single- and two-family dwellings – 15 feet total/6 feet minimum Non-residential buildings – 20 feet Multiple-family dwellings – 20 feet or equal to the height of the building, whichever is greater
Minimum rear yard setback	25 feet
Maximum building height	35 feet or 2½ stories
Maximum Lot coverage	~~30%~~ 35%
Minimum lot area	Single- and two-family dwellings – 8,200 square feet Multiple-family dwelling – 12,000 square feet for the first 4 units plus 2,500 square feet for each unit over 4. Overall net density shall not exceed six (6) units per acre
Minimum lot width	Single-family dwellings – 66 feet Two-family and multiple-family dwellings – 100 feet
Minimum dwelling unit floor area	Single- and two-family dwellings – 1,000 square feet DFA per unit/700 square feet DFA per unit on the ground floor Multiple-family dwellings – 500 square feet + 150 square feet per bedroom DFA per unit

Chapter 8. – R-3 Residential District

The following proposed changes include the elimination of references to the Master Plan in Section 8.01 and the addition of descriptive language to provide context to the purpose statement. References to the Master Plan are proposed for removal to provide flexibility to the description and purpose and eliminate any future inconsistencies should the Master Plan be updated and a zoning plan created. Additionally, we have proposed changes to the front yard setback requirement from 30 to 20 feet to account for existing setback distances observed using Kent County GIS. We have also proposed an increase in lot coverage to better reflect existing and historic conditions.

SECTION 8.01. – DESCRIPTION AND PURPOSE.

This district~~, compatible with the Multiple Family Residential Future Land Use Category and the Downtown Edge Future Land Use of the Master Plan,~~ is intended for medium to high density residential uses and related non-residential uses. The ~~overall~~ purpose of this district is to provide additional housing opportunities by providing a variety of housing options, including single-family, ~~and~~ two-family, and multiple-family dwellings.

SECTION 8.04. – DISTRICT REGULATIONS.

No building or structure, nor the enlargement of any building or structure, shall be hereafter erected unless the following requirements are met and maintained in connection with such building, structure, or enlargement.

Minimum front yard setback	~~30~~ 20 feet
Minimum side yard setback	Single- and two-family dwellings – 13 feet total/5 feet minimum Multiple-family dwellings – 20 feet or equal to the height of the building, whichever is greater Non-residential buildings – 20 feet
Minimum rear yard setback	25 feet
Maximum building height	35 feet or 2½ stories
Maximum Lot coverage	~~30%~~ 35%
Minimum lot area	Single- and two-family dwellings - 8,200 square feet Two-family dwelling - 9,000 square feet Multiple-family dwelling - 12,000 square feet for the first 4 units plus 2,500 square feet for each unit over 4. Overall net density shall not exceed ten units per acre
Minimum lot width	Single-family dwellings - 66 feet Two-family dwellings - 80 feet Multiple-family dwellings – 100 feet
Minimum dwelling unit floor area	Single- and two-family dwellings - 1,000 square feet DFA per unit/700 square feet DFA per unit on the ground floor Multiple-family dwellings - 500 square feet plus 150 square feet per bedroom DFA per unit

Chapter 9. – MHP – Manufactured Home Park District

The following proposed changes include the elimination of references to the Master Plan in Section 9.01. References to the Master Plan are proposed for removal to provide flexibility to the description and purpose and eliminate any future inconsistencies should the Master Plan be updated and a zoning plan created.

SECTION 9.01. - SCOPE.

A. This district ~~shall be compatible with the Manufactured Housing Future Land Use Category of the Master Plan.~~ is intended for the preservation of the interests of various types of residential developments which should be permitted in every community and for the protection to the residents of any manufactured home park development, these regulations are considered to be minimum standards to be applied to all manufactured home park developments in the city.

B. All manufactured home parks shall comply with the applicable requirements of Act 419 of the Public Acts of Michigan of 1976, as amended, provided further that said developments meet the standards, conditions and all other provisions herein.

williams&works

engineers | surveyors | planners

MEMORANDUM

To:	City of Lowell Planning Commission
Date:	January 4, 2018
From:	Andy Moore, AICP Nathan Mehmed, AICP
RE:	**Off-Street Parking Standards Review**

As discussed last month, we have reviewed and suggested some edits to the Zoning Ordinance Chapter 19- Off-Street Parking and Loading. The following zoning ordinance language, organized by section, includes additions (highlighted) and deletions ~~(strikethrough)~~ to existing Zoning Ordinance text. For the sake of simplicity, only sections with proposed changes are included. Proposed updates include changes to existing parking restrictions to provide more flexibility and modernized parking minimums using updated parking demand averages.

SECTION 19.01. – SCOPE. (NO CHANGE)

SECTION 19.02. – LOCATION OF PARKING.

A. Residential districts and uses.

1. The off-street parking facilities required for single- and two-family dwellings shall be located on the same lot or plot of ground as the building they are intended to serve, but shall not be considered a parking lot under the provisions of this chapter. Such parking shall only be permitted in a driveway apron in the front yard or in an enclosed garage. Parking on any other portion of the front yard is not permitted.
2. The off-street parking facilities for multiple-family dwellings shall be located on the same lot or plot of ground as the dwellings they are intended to serve, and shall consist of a parking lot as defined in this chapter.
3. The off-street parking required for manufactured home parks may be located on each site or in parking lots conveniently located and readily accessible to each site. Each parking space must meet the minimum area requirements of this ordinance.

B. Except for the C-2 District and the MU District, the off-street parking required for nonresidential districts shall be located on each site or in parking lots within four hundred (400) feet of and readily accessible to each site.

C. In the C-2 District and the MU District, parking shall be provided on the same lot as the use, unless the property adjoins or has access to a community parking lot or a common parking area maintained by participating property owners. In the C-2 and MU districts, on-street or off-street public parking within 400 feet of the use may be counted toward the minimum parking requirement.

SECTION 19.03. - PARKING AREA APPLICATION AND DESIGN. (NO CHANGE)

SECTION 19.04. - PARKING RESTRICTIONS.

A. Compliance. Off-street parking existing at the effective date of this ordinance which serves an existing building or use, shall not be reduced in size to less than that required under the terms of this ordinance.

B. Fractions. When units or measurements determining number of required parking spaces result in requirement of a fractional space, the fraction shall be considered one (1) required parking space.

C. Unlisted uses. Requirements for a use not mentioned shall be the same for that use which is most similar to the use not listed, as determined by the zoning enforcement officer.

D. Building and use changes. Additional parking shall be provided and maintained in proper ratio to any increase in floor area or building use capacity or change of use.

E. It shall be unlawful for any person to park or store any motor vehicle without the express written consent of the owner, holder, occupant, lessee, agent, or trustee of such property. However, in no case shall vehicles be parked in any required off-street parking lot for the sole purpose of displaying such vehicle for sale, except in approved and licensed vehicle sales lots. It shall be unlawful to use any of the off-street parking or loading area established to meet the requirements of this ordinance for any purpose other than the parking of licensed vehicles or the loading or unloading of necessary service vehicles.

F. After the effective date of this ordinance it shall be unlawful for the owner, holder, occupant, lessee, agent, or trustee of any lot in a residential district to permit or allow the open storage or parking, either day or night, thereon of all vehicles (over one (1) ton rated capacity), semi-trucks and trailers, manufactured homes, construction equipment, and/or any other similar equipment or machinery used for commercial purposes.

G. No vehicle parking, storage, or display shall be permitted within any street right-of-way, except that on-street parking is permitted in locations specifically designated by public authority for on-street parking. On-street parking spaces shall not be counted toward the required parking for any use, unless authorized elsewhere in this Ordinance.

H. In hospitals, bassinets shall not be counted as beds.

I. Where benches, pews, or other similar seating facilities are used as seats, each twenty (20) inches of such seating facilities shall be counted as one (1) seat.

~~J. In the case of mixed uses in the same building, the total requirements for off-street parking and loading shall be the sum of the requirements for each individual use computed separately.~~

K. Shared parking. Joint or collective provision of off-street parking for mixed uses in the same building or buildings and uses on two (2) or more properties shall not be less than

the sum of the requirements for the participating individual uses computed separately. However, for buildings or uses where the peak parking demand does not overlap, the zoning enforcement officer or Planning Commission may authorize up to a 50% reduction in the collective number of off-street parking spaces required by Section 19.07.

L. Where parking requirements are determined by usable floor area, such area may be calculated exactly or may be calculated by subtracting twenty (20) percent from the gross floor area.

M. Supplemental bike parking. For buildings and uses with twenty (20) or more off-street parking spaces, up to five (5) off-street parking spaces may be replaced with bicycle parking or bicycle racks equal to at least the number of off-street parking spaces being replaced.

N. Adjustment of standards. The Planning Commission may authorize an increase or decrease in off-street parking requirements when it is demonstrated that parking demand is expected to be lower or greater than the requirements of Section 19.07. In making this determination, the Commission must be provided with satisfactory evidence by the applicant justifying the proposed deviation.

SECTION 19.05. - NONRESIDENTIAL PARKING DEFERMENT. (NO CHANGE)

SECTION 19.06. – LANDSCAPING AND DESIGN. (NO CHANGE)

SECTION 19.07. - TABLE OF OFF-STREET PARKING REQUIREMENTS.

Use	*Parking Space per Unit of Measurement as Follows:*	
Residential		
Single and Two-family	2	Dwelling Unit
Multiple-Family		
Manufactured Home Parks		
Community Facilities		
Child Care Center, day nurseries, or nursery schools	1	four (4) persons based on licensed capacity, plus
	6	Off-street queuing spaces
Churches	1	Three (3) seats based on maximum seating capacity in the main place of assembly therein.
Convalescent homes, nursing homes, children's homes	1	Two (2) beds
Elementary and junior high schools	1.5	Classroom, plus
		Amount required for auditorium or assembly hall therein

High Schools, Colleges and trade schools	1.5	Classroom, plus
		Each eight (8) students, based on maximum occupancy load established by local, county, state, fire, health, or building codes, plus
Hospitals	2	Each bed
Libraries	1	5f00 square feet UFA
Private clubs and lodges	1	Two (2) persons allowed within the maximum occupancy load as established by local, county, state, fire, health, or building codes
Private tennis club, swim club, golf club or other similar uses	1	Two (2) persons allowed within the maximum occupancy load as established by local, county, state, fire, health, or building codes
		Amount required for accessory uses
Senior independent living units	2	Living unit
Senior "interim care" units, homes for the aged, retirement community housing, etc.	1	Bed
Stadium and sports arenas with fixed seating	1	Four (4) seats
Theaters, auditoriums, and assembly halls	1	Four (4) seats based on maximum seating capacity in the main place of assembly therein
Commercial		
Animal hospitals and kennels	1	400 square feet GFA
Barber shops	2	Chair
Beauty shops	3	Chair
Bed and breakfast	1	Room rented, provided on-site, plus
	2	For operator's dwelling unit
Bowling alley ~~lanes~~	5	Bowling lan~~de~~e, plus
		Amount required for accessory uses
Convenience stores	1	200 square feet UFA
Furniture, appliances, and household equipment repair shops, hardware stores, and other similar uses	1	800 square feet of UFA
Laundromats, coin operated dry cleaning establishment	1	Two (2) washing or dry cleaning machines
Miniature of "Par 3" golf courses	3	Hole, plus
		Amount required for accessory uses
Mortuary establishment, funeral homes, undertaking parlors	1	200 square feet of GFA, plus
		Forty (40) spaces
Motels, hotels, tourist homes	3	Two (2) guest bedrooms plus
		Amount required for accessory uses
Open air businesses (not otherwise provided for herein)	1	800 square feet of lot area used for said business

Personal served establishment (not otherwise provided for therein)	1	300 square feet of UFA
Restaurants and other establishment (other than drive-in restaurants) in which is conducted the sale and consumption on the premises of food, beverage, or refreshments	1	Two (2) personal allowed within the maximum occupancy load as established by local, county, state, fire, health, or building code OR
		100 square feet UFA (whichever is greater)
Restaurants (drive-in) or similar drive-in uses for the sale of food, beverages, or refreshments	1	~~75~~ 100 square feet GFA
Retail stores except as otherwise specified herein	1	Each 200 square feet of GFA
Vehicle repair shops, including body shops, and other similar uses	1	800 square feet GFA, plus
	3	Stall or service area
Vehicle salesrooms, machinery sales and other similar uses	1	200 square feet for accessory uses
		~~Amount required for accessory uses~~
Vehicle service stations	3	Service stall, plus
	1	Service vehicle, plus
		Amount required for convenience store, car wash, or other applicable accessory use
Vehicle was establishment	5	Unit which represents the establishment's maximum capacity as computed by dividing the length of the mechanical wash/dry area by twenty (20) feet
Wholesale stores	1	200 square feet of GFA
Offices		
~~Banks (drive-in)~~	~~4~~	~~Drive-in window, plus requirement for bank~~
Bandks ~~(other than drive-through banks)~~, post offices	1	~~200~~ 250 square feet GFA ~~UFA, plus~~
Business and professional offices	1	300 square feet GFA
Medical clinic and dental clinic	3	Examining room
Industrial		
Industrial or manufacturing establishing, research establishment	1	2,000 square feet GFA, plus amount required for accessory uses, with a minimum of five (5) spaces
Warehouses and storage buildings	1	2,000 square feet GFA, with a minimum of four (4) spaces

SECTION 19.08. - OFF-STREET LOADING REQUIREMENTS. (NO CHANGE)

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MEMORANDUM

To:	City of Lowell Planning Commission
Date:	January 4, 2018
From:	Andy Moore, AICP Nathan Mehmed, AICP
RE:	**Signs Review**

The following proposed zoning ordinance language for signs modernizes the City of Lowell's sign standards to comply with the 2015 U.S. Supreme Court decision of Reed v. the Town of Gilbert regarding content-based regulation. The Supreme Court determined that content-based regulation of non-commercial signs must meet a "strict scrutiny" test, meaning that local governments must show that the regulation is designed to serve a compelling governmental interest and is narrowly tailored to achieve that interest. As a result of this decision, the City should review its sign provisions and remove any language that is content based. Our initial efforts to remove "content-based regulations" is below.

CHAPTER 20. - SIGNS

SECTION 20.01. - INTENT AND PURPOSE.

The purpose of this chapter is to regulate the size, number, location and manner of construction and display of signs in the City of Lowell. This Article is further intended to protect all zoning districts from visual chaos and clutter, eliminate distractions hazardous to motorists, protect uses from excessive signage, provide ability for the public to identify premises and establishments, encourage the preservation of Lowell's historic and small-town character through sign design, and enhance the aesthetics of the community.

SECTION 20.02. - SCOPE.

A. Compliance. It shall be unlawful for any person to erect, place, or maintain a sign in the City of Lowell except in accordance with the provisions of this chapter.

B. Permit Required. Unless otherwise provided by this chapter, all signs shall require permits and payment of fees as determined by the City Council. No permit is required for the maintenance of a sign or for a change of copy on painted, printed, or changeable copy signs. A building permit application shall be submitted along with the supplementary material noted below.

C. Plan Required. When a site plan is required, pursuant to Chapter 18 of the Zoning

Ordinance, proposed signage shall be illustrated on the site plan showing the sign area, sign height, clearance between the ground and the bottom of the sign, sign illumination, sign location and setbacks from property lines, and other applicable information to enable the City to determine compliance with the requirements of this chapter. When a site plan is not required, a scaled drawing clearly depicting this information shall accompany the building permit application. The zoning enforcement officer may require that additional information be illustrated on a plan or drawing to determine compliance with this chapter.

D. Additional Provisions. In addition to the provisions of this chapter, provisions of Section 11.5-6 of Chapter 11.5 of the Code shall apply to signs located in a historic district. Sponsorship signs are permitted and governed by article IV of Chapter 14 of the Code of Ordinances.

SECTION 20.03. - DEFINITIONS.

The following words shall have the meanings set forth in this section:

A. *Changeable copy sign:* A sign that consists, in whole or in part, of a message or image that can be changed periodically, whether manually or by automatic or technical means.

~~B. *Construction sign:* A sign which identifies the owners, financiers, contractors, architects, and engineers as well as the name of a project under construction.~~

~~C. *Development sign:* A ground sign which identifies the name of a residential development and which is located at an entrance to the development, for the purpose of assisting the public in determining the location of the development.~~

~~D. *Directional sign:* A sign which gives directions, instructions, identifying logos without text, or facility information related to the use on the property on which the sign is located, such as parking or exit and entrance signs and which sets forth no other advertisement.~~

E. *Freestanding sign:* A sign supported by one (1) or more up-rights, poles or braces placed in or upon the ground and not attached to any building and having a clear space of at least eight (8) feet from the ground to the bottom of the sign.

F. *Government sign:* A temporary or permanent sign erected by the City of Lowell, Kent County, the State of Michigan, or the federal government~~, for the purpose of street direction or traffic control; to designate hours of activity or use of parking lots, recreational areas, governmental buildings or other public space; to recognize a historic landmark; or~~ for ~~other~~ public purposes.

G. *Ground sign:* A sign supported by a foundation or base which is at least half as wide as the sign which it supports when looking at the sign face, with no more than thirty (30) inches clearance from the bottom of the sign to the ground below.

H. *Human sign*: A sign which is held by or attached to a human for the purpose of advertising

any goods, services, functions or specific business locations.

~~H. *Incidental sign:* A sign that, when visible from the street, identifies street address, entrances and exits, safety precautions, identifying logos, without text, and other such incidental information, and which sets forth no other advertisement. It may also refer to a sign which is not intended to be viewed from the street.~~

I. Internal site sign: Smaller signs internal to a parcel not oriented toward the public right-of-way.

J. *Marquee:* A permanent structure that projects from the exterior wall of a building.

K. *Marquee sign:* A sign attached to a marquee, canopy, or awning projecting from and supported by the building.

L. *Mean grade:* A reference plane representing that arithmetic mean of the lowest and highest grade elevations in an area within five (5) feet of the foundation line of a sign structure, or in the area between the sign structure foundation line and the lot line, in the case where the sign structure foundation line is less than five (5) feet from the lot line.

M. *Memorial sign:* A sign, tablet, or plaque memorializing a person, event, structure or site.

N. *Mural:* A graphic displayed on the exterior of a building, generally for the purposes of decoration or artistic expression, including but not limited to painting, fresco, or mosaic, but not including any commercial message or advertising.

O. ~~*Off-premise sign or*~~ *Billboard:* An outdoor sign advertising services, products, activities, persons or events which are not made, produced, assembled, stored, distributed, leased, sold or conducted upon the premises upon which the sign is located.

~~P. *Placard:* A sign which provides notice of a public nature, such as "No Trespassing" or "No Hunting" signs.~~

~~Q. *Political sign:* A temporary sign used in connection with a local, state, or federal election, political topic or opinion, or referendum.~~

R. *Portable sign:* A sign, usually of a temporary nature, not permanently anchored to the ground or to a building or structure, typically containing manually-changeable copy, and which obtains some or all of its structural stability with respect to wind or other normally applied forces by means of its geometry or character.

R. *Projecting sign:* A sign which projects from and is supported by the wall of a building.

~~S. *Real estate sign:* A sign located on premises containing land or buildings for sale, rent or lease, or buildings under construction and intended for sale, rent or lease.~~

T. *Roof line:* That line which represents the highest portion of any part of the roof structure,

excepting gables, chimneys or other incidental architectural features.

U. *Roof signs:* Any sign erected, constructed and maintained wholly upon or over the roof of any building with its principal support on the roof structure.

V. *Sandwich board sign*: A movable sign not secured or attached to the ground surface, constructed in such a manner as to form an "A" or tent-like shape.

W. *Sign:* Any device or structure, part thereof, or device attached thereto or painted or represented thereon, or any material or thing which displays numerals, letters, words, trademarks, or any other representational use for direction or designation of any person, firm, organization, place, product, service, business, establishment, activity or industry, which is located upon any land or building, in or upon a window, or indoors in such a manner as to attract attention from outside the building.

X. *Sign area:* The entire area within a regular geometric form, or combination of regular geometric forms, comprising all of the display area of the sign and including all of the elements of the matter displayed.

Y. *Street frontage*: The distance for which the front boundary line of the lot and the street line are coincident.

Z. *Temporary sign:* A display, informational sign, banner or other advertising device with or without a structural frame and intended for a limited period of display.

AA. *Vehicle sign:* A sign shall be considered a vehicle sign when the vehicle or trailer upon which the sign is painted or attached is parked or placed primarily for advertising purposes. Currently licensed commercial vehicles in general daily off-site use are not included as part of this definition.

BB. *Wall sign:* A sign which is attached directly to or painted upon a building wall and which does not extend more than eighteen (18) inches therefrom with the exposed face of the sign in a plane parallel to the building wall.

CC. *Window sign:* A sign attached to, or in close proximity to, the window surface so as to be clearly and comprehensively visible from the outside.

SECTION 20.04. - SIGNS PROHIBITED.

The following types of signs are prohibited in all zoning districts:

A. Abandoned signs, or signs in disrepair.

B. Air-filled or gas-filled balloon signs.

C. Signs with moving parts, audible signs, and/or flashing signs (except traffic control devices).

D. Roof signs.

E. Signs or illumination imitating or resembling official traffic or government signs or signals.

F. Vehicle signs.

G. ~~Off-premise signs or~~ Bbillboards.

H. Other signs not expressly permitted or which do not conform to the provisions of this chapter.

SECTION 20.05. - GENERAL SIGN PROVISIONS.

A. Sign Placement.

1. Unless otherwise permitted, all signs shall be located on the same parcel for which the sign is intended to serve. The provisions of this Article are not intended to conflict with provisions controlling signs regulated under the authority of MCL 252.301 et seq., the Highway Advertising Act, as amended.

2. No sign shall be located closer than two (2) feet to a public road right-of-way or property line; provided that the zoning enforcement officer or Planning Commission may approve a lesser setback upon finding that the proposed sign will not interfere with motorist or pedestrian visibility and safety. No sign shall overhang a public street right-of-way except as otherwise permitted; and all signs, including wall signs, shall have a minimum ground clearance of eight (8) feet above a sidewalk or walkway.

3. Section 4.06, Clear Vision, shall be complied with; and no sign shall be placed within the clear vision area as defined in that Section 4.06. No exterior sign (whether a permit is required or not) shall be located or erected in such a manner as to interfere with traffic visibility.

4. A wall sign shall not extend beyond the edge of the wall to which it is affixed; nor shall a wall, marquee or projecting sign extend above the roof line of a building to which it is attached.

5. No light pole, utility pole, or other supporting member shall be used for the placement of any sign unless specifically designed and approved for such use.

B. Sign Illumination.

1. Unless otherwise specified by this Ordinance, all signs may be illuminated, except temporary signs and signs for home occupations.

2. Illumination shall not be flashing, blinking, intermittent, oscillating, or an on-and-off type of lighting. No sign may utilize a revolving beacon light.

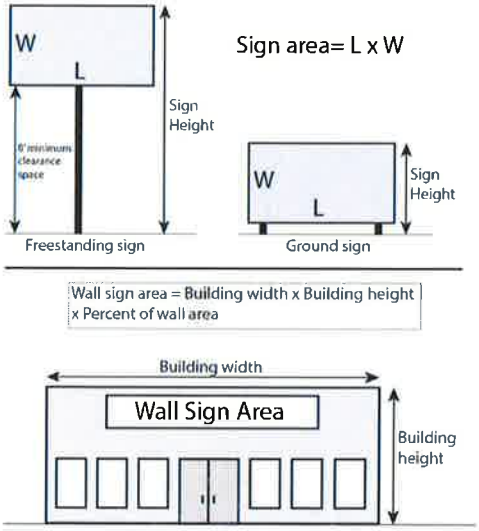
3. Illumination shall be arranged so that light is deflected away from adjacent properties and that no direct sources of light shall be visible to any motorist or pedestrian located in a public right-of-way or from any adjacent property. Any external lighting of signs shall be downward facing or otherwise directed to illuminate only the sign face.

4. No illumination or sign shall be so placed or designed to be confused with, or appear similar to, a highway sign or traffic safety device.

5. All lighting on the underside of a vehicle service station canopy shall be fully recessed. A maximum of twenty-five (25) percent of each canopy facade area may be internally illuminated. No portion of any canopy facade may be externally illuminated.

6. Internally-lit signs, electronic message boards, back-lit changeable copy signs and signs incorporating light emitting diode (LED), liquid crystal, video or other types of internally-lit systems shall be designed, shielded and oriented so as not to interfere with adjacent public rights-of-way or private property and such signs shall not emit light exceeding either ten (10) foot candles measured four (4) feet perpendicular to the sign face or one-half (½) foot candle measured at the property line of the adjoining privately-owned property.

C. Sign Area and Height. Where a sign has two (2) or more faces, the area of all faces shall be included in determining the area of the sign, except that where two (2) such faces are placed back to back and are at no point more than two (2) feet apart from one another, the area of the sign shall be taken as the area of one (1) face if the two (2) faces are of equal area, or the area of the larger face if the two (2) faces are of unequal area. In the case of a circle or sphere, the total area of the circle or sphere is divided by two (2) for purposes of determining the maximum permitted sign area. Framed and structural members not bearing advertising matter shall not be included in computation of surface area; provided, that the base of a ground sign cannot exceed two (2) feet in height and the base and structural members of a freestanding sign cannot exceed fifty percent (50%) of the total area of the sign face.



The height of a sign shall be measured as the vertical distance from the highest point of the sign to the grade of the adjacent street or the mean grade of the ground immediately beneath the sign, whichever is less.

D. Where a proposed sign appears to meet the definition of more than one (1) sign, the most restrictive requirements and limitations of the defined sign types shall apply, as determined by the zoning enforcement officer.

E. For buildings with multiple tenants, sign areas for wall signs, projecting signs, and marquee signs shall be determined by taking that portion of the front wall of the building applicable to each tenant and computing sign limits for that portion of the total wall. Where a wall sign, projecting sign, or marquee sign is permitted in a multi-tenant building or site, each individual establishment is permitted one such sign subject to standards applying in the zoning district, in which case wall surface applies to the wall surface of the individual establishment.

F. All signs shall be maintained in a safe condition with proper bracing, anchorage and foundation and be subject to inspection by the Building Inspector or other designated representative. A sign which no longer serves the purpose for which it is intended or is abandoned or is not maintained in accordance with applicable regulations of the City of Lowell shall be removed by the owner.

SECTION 20.06. - SIGNS NOT REQUIRING PERMITS.

A. Signs shall not be erected without the issuance of a building permit, except for the following signs, provided that such signs comply with the provisions of this chapter and other applicable provisions in this Ordinance:

1. Government signs.

2. Signs erected by an essential public services establishments denoting utility lines, railroad lines, hazards, and precautions, including portable flashing signs.

3. ~~Real estate signs advertising premises~~Temporary signs on property for sale, rent, or lease when not more than thirty-two (32) square feet in area and eight (8) feet in height for a commercial or industrial zoned property, or six (6) square feet in area and four (4) feet in height for other properties. ~~A real estate sign shall be located on the property that is for sale, rent, or lease;~~ A temporary sign on property for sale, rent, or lease may be displayed from property listing until thirty (30) days after closing of sale/lease. ~~and o~~One (1) sign per street frontage shall be permitted.

4. ~~For non-residential projects, a construction sign~~ Temporary signs on construction sites shall not exceed~~ing~~ thirty-two (32) square feet in area and have~~ing~~ a height not greater than eight (8) feet. There shall be only one ~~construction sign~~ temporary sign -for a development or project. ~~Constructions signs~~ Temporary signs on construction sites shall not be erected until a building permit has been issued and the sign shall be removed immediately upon issuance of a certificate of occupancy. For residential projects, a ~~construction sign~~ temporary sign on a construction site shall not exceed~~ing~~ twenty-four (24) feet in area and shall have~~ing~~ a height not greater than six (6) feet.~~,~~ A temporary sign on a residential construction site shall only be erected upon approval of the project and shall be removed within one year of issuance for the first building permit

for a dwelling or structure, or upon the erection of a development sign, whichever occurs first.

5. Memorial signs not larger than twelve (12) square feet in area which are either 1) cut into the face of a masonry surface; or 2) constructed of bronze or other incombustible material when located flat on the face of a building.

6. Holiday lights, murals, works of art, and decorations with no commercial message.

7. ~~Placards~~ Signs not exceeding two (2) square feet in area.

8. ~~Incidental signs or directional~~ Internal signs up to six (6) square feet in area and four (4) feet in height that, by nature of their design, are not intended to be viewed from the street right of way. ~~If intended to be viewed from the street, only those signs which, in the opinion of the zoning enforcement officer, are necessary to indicate entrances, exits, safety precautions, street addresses, including identifying logos without text, and other such incidental language shall be permitted. Incidental signs and directional signs shall not contain a commercial message.~~

9. ~~A t~~Temporary special event signs, located on a parcel that contains an active ~~used to advertise a~~ garage sale or estate sale on residential property, graduation party, or similar temporary event, provided that such sign does not ~~to~~ exceed six (6) square feet in area and is not located closer than fifteen (15) to any lot line.. ~~Such sign shall be removed immediately after the completion of the event. Such sign shall be placed within the property line of the premises on which said sale or event is conducted and shall be removed immediately after the completion of the sale or event.~~ No more than one (1) temporary special event sign is permitted per frontage and the display of a temporary special event sign shall be limited to twenty-one (21) consecutive days.

~~10. Political signs shall be permitted in all zoning districts and there shall be no limit to the number of signs, provided that the cumulative square footage of signage shall not exceed thirty-two (32) square feet per lot in nonresidential districts and twelve (12) square feet per lot in residential districts. Political signs shall not be greater than six (6) feet in height in nonresidential zoning districts, or greater than four (4) feet in height in residential zoning districts, and signs shall not be located in a manner which may obstruct vision of vehicular or non-motorized traffic on any street. Political signs erected in connection with an election or referendum shall not be erected more than ninety (90) days prior to the event and must be removed within ten (10) days following the event.~~

11. A home occupation shall be permitted one two (2) square foot wall sign.

12. Window signs, provided that window signs shall not cover more than fifty percent (50%) of the windows on any building wall.

13. Flags or insignia of any nation, state, county, city, community organization, or

educational institution, no larger than five (5) feet by eight (8) feet; provided that no more than one (1) such flag shall be permitted on each lot or parcel of land for every twenty (20) linear feet of street frontage. Flags shall not contain a commercial message. The maximum sign height of flagpoles shall be thirty-five (35) feet.

14. Notwithstanding any other conflicting provisions contained in this Chapter 20, sandwich board signs shall be permitted, and only permitted, in C-2 Central Business District zone districts. A sandwich board sign area shall not exceed (i) twelve (12) square feet per side, (ii) a height of four (4) feet and (iii) a width of three (3) feet and shall not be in any way illuminated. A sandwich board sign shall not be permanently moored or anchored to any other object or structure, but shall be designed or weighted to prevent instability or movement by wind or other natural forces. A sandwich board sign may only be placed in front of the facade of the building front of the business or establishment whose information the sign pertains during the hours the business or establishment is open to customers, patrons or the public. Only one (1) sandwich board sign shall be permitted for each business or establishment. All sandwich board signs shall be placed in alignment with city light poles and tree grates and so as not to block neighboring sandwich board signs or unreasonably interfere with pedestrian traffic.

15. One (1) human sign is permitted per lot at any given time, provided that the human sign does not block the sidewalk

SECTION 20.07. - SUPPLEMENTARY SIGNS.

A. In addition to the signs permitted and regulated in this chapter, the signs listed below shall be permitted in accordance with the following standards.

B. Temporary Signs. Temporary signs shall be permitted on a parcel of land zoned C-1, C-2, C-3, PF, I-L and I, as follows:

1. Only one (1) temporary sign shall be permitted for each separate establishment located on a parcel of land.

2. A temporary sign shall be displayed for not more than sixty (60) days (whether or not consecutive) in a calendar year.

3. A temporary sign shall not be larger than thirty-five (35) square feet. A temporary sign shall not be illuminated.

4. A temporary sign shall include any other or subsequent temporary sign of generally similar appearance, nature and purpose, as compared to the temporary sign initially permitted under the terms of this Section. Accordingly, an applicant shall not seek to extend the time limitation on the display of a temporary sign by the attempted display of a different, though similar, temporary sign following the maximum permitted period of

display of a permitted temporary sign.

5. A permit for a temporary sign shall be required. An application for the permit, as well as an application fee as set by City Council, shall be submitted and include the following:

   a) An accurate sketch, indicating the exact dimensions of the sign, its height, the structure upon which it will be placed, its location in relation to buildings, property lines, driveways and off-street parking areas, and such other information as may be required by the zoning enforcement officer in order to assure that the sign shall comply with the applicable requirements of this Ordinance.

   b) A statement, signed by the applicant, listing specifically the days, or the span of consecutive days, during which the sign will be displayed, and also the date or dates on which the sign shall be removed and, if applicable, the subsequent date or dates on which the sign shall be re-installed and again removed, during the calendar year.

   c) A listing and description of the other temporary signs, if any, located on the property at the time of the application.

6. Portable Signs. In the C-3, I-L, I, and PF Districts, one (1) portable sign may be erected on a lot in lieu of a temporary sign, subject to the provisions in subsection B above, provided that only one (1) is permitted per lot at any given time, and provided that the portable sign shall not exceed thirty-five (35) square feet in area. In addition, notwithstanding the provisions of subsection B above, a portable sign shall not be displayed for more than seven (7) consecutive days and not more than three (3) times in any calendar year.

C. Changeable Copy Signs. All or a portion of a ground or freestanding sign may be a changeable copy sign in compliance with all of the following requirements; provided, that a changeable copy sign is not permitted in any residential zoning district except when the changeable copy sign is also a government sign.~~used to advertise a city, county, state or public school facility.~~

1. The area of a changeable copy sign shall be included in the maximum sign area limitation. The area of a changeable copy sign shall not exceed fifty percent (50%) of the maximum permitted sign area.

2. A changeable copy sign shall not change its message, image or other graphic material with such frequency as to be a flashing or oscillating sign, whether in whole or in part. For purposes of this Section, a flashing or oscillating sign shall include not only a sign having a message or image that changes with high rapidity, but shall also include a sign having a message or image that changes with a frequency such as to serve as a means of attracting attention to the sign or the land use, rather than for the purpose of providing identification or information. The message, image or other graphic material of a changeable copy sign shall change no more frequently than six (6) seconds and each

change shall occur in one (1) second or less.

3. The message, image or other graphic material of a changeable copy sign shall, when changing, appear only in its entirety or shall appear in successive letters, words or other graphic elements from left to right only. The message, image or other graphic material shall not appear to flash, move from the center of the sign outward, move from the corners of the sign inward or demonstrate any other unusual movement, oscillation or method of appearance.

SECTION 20.08. - PERMITTED SIGNS BY ZONING DISTRICT.

A. The following sign types shall be permitted in accord with the following regulations, in the SR, R-1, R-2, R-3, MHP and RE Districts:

1. The following sign is permitted ~~identifying~~ at the entrance of a ~~the name of a~~ permitted residential development:

Type	Maximum Number	Maximum Sign Area	Height
Ground	**1 per lot or parcel**	**20 square feet**	**6 feet**

2. The following sign is permitted ~~identifying~~ on a parcel containing ~~the name of~~ a permitted non-residential use:

Type	Maximum Number	Maximum Sign Area	Height
Development	**1 per lot or parcel**	**20 square feet**	**6 feet**

B. The following sign types shall be permitted in accord with the following regulations, in the C-1 and PF Districts:

Type	Maximum Number	Maximum Sign Area	Height
Ground	**1 per lot or parcel**	**32 square feet**	**6 feet**
Wall OR Marquee	**1 per building wall facing a parking lot or public street**	**15% of the wall surface or 30% of marquee face, as applicable, or 50 square feet, whichever is less**	**See Section 20.05, A, 4**

C. The following sign types shall be permitted in accord with the following regulations in the C-2 – Central Business District and the MU – Mixed Use District.

Type	Maximum Number	Maximum Sign Area	Height	Location
Projecting	**1 per building wall facing a parking lot or public street**	**20 square feet**	**See Section 20.05, A, 4**	**Cannot extend more than 5 feet from building wall**
Wall OR Marquee	**1 per building wall facing a parking lot or public street**	**20% of the wall surface or 30% of marquee face, as applicable, or 50 square feet, whichever is less**	**See Section 20.05, A, 4**	

D. The following sign types shall be permitted in accord with the following regulations, in the C-3 District:

Type	Maximum Number	Maximum Sign Area	Height
Ground OR Freestanding	**1 per street frontage; provided that a double-frontage lot is permitted only one freestanding sign**	**48 square feet, or 32 square feet if the lot has a street frontage of 66 feet or less**	**6 feet for a ground sign and 20 feet for a freestanding sign**
Wall OR Marquee	**1 per building wall facing a parking lot or public street**	**20% of the wall surface or 30% of marquee face, as applicable, or 50 square feet, whichever is less**	**See Section 20.05, A, 4**

1. Each individual establishment in a multi-tenant commercial building or development is not permitted a separate ground or freestanding sign; one (1) collective ground or freestanding sign may be used subject to the standards above, provided that a collective ground or freestanding sign shall be permitted a maximum sign area of 72 square feet.

E. The following sign types shall be permitted in accord with the following regulations, in the I and I-L Districts:

Type	Maximum Number	Maximum Sign Area	Height
Ground	**1 per lot or parcel**	**32 square feet**	**6 feet**
Wall	**1 per building wall facing a public street**	**5% of the wall surface or 50 square feet, whichever is less**	**See Section 20.05, A, 4**

SECTION 20.09. - CONSTRUCTION AND MAINTENANCE.

A. All signs shall be constructed and maintained in accordance with the BOCA National Building Code adopted by the City of Lowell.

B. Signs shall be maintained free of peeling paint or paper, fading, staining, rust, or other conditions which impair legibility.

C. All signs, sign supports, frames, braces, wiring, guys and anchors shall not be maintained in such a manner which, in the opinion of the zoning enforcement officer, has the potential to create a hazard for pedestrians and vehicles.

D. Signs shall not be allowed to become unsightly through disrepair or action of the elements. Internal framing, light fixtures and bulbs, and wiring shall not be permitted to be exposed to the elements.

E. All signs shall be designed to ensure a dead load and wind pressure in any direction of not less than thirty (30) pounds per square foot of area. All signs shall be securely anchored or otherwise made immobile. Temporary signs, portable signs, or signs made of cloth, fabric, lightweight plastic, or other easily combustible material, or which are produced or originally constructed to flutter in the wind, as determined by the zoning enforcement officer, shall not be placed or left as permanent signs.

SECTION 20.10. - NONCONFORMING SIGNS.

A. Signs lawfully erected prior to the adoption of this ordinance or applicable amendment thereto which do not meet the standards of this section may be continued, except as hereinafter provided. No nonconforming sign shall:

   1. Have any changes made in the words or symbols used or the message displayed on the sign, unless the sign is specifically designed for periodic change of message;

   2. Be structurally altered so as to change the shape, size, type or design of the sign; or

   3. Be reestablished or continued after the activity, business, or use to which it applied has been discontinued for ninety (90) days or longer.

B. Signs lawfully erected prior to the adoption of this ordinance or applicable amendment thereto which do not meet the size limitations of this section may be changed to another nonconforming sign, provided that the sign replacing the original nonconforming sign is at least thirty-three (33) percent smaller in area than the original nonconforming sign.

C. No sign shall be required to be removed which was erected in compliance with this section if such sign becomes nonconforming due to a change occurring after the adoption of this ordinance or applicable amendment thereto in the location of a building, streets, or other signs, and which change is beyond the control of the owner of the premises on which the sign is located.

D. If the owner of the premises on which a sign is located changes the use of the building, or changes the location of any property line or sign, so that any sign is rendered nonconforming, such sign must be removed or made to conform to this section.

SECTION 20.11. - DISCONTINUANCE OR ABANDONMENT.

Whenever the activity, business or use of a primary premises to which a sign is attached or related has been discontinued for a period of ninety (90) days or longer, such discontinuance shall be considered conclusive evidence of an intention to abandon the sign attached or related thereto. At the end of this period of abandonment, the sign shall either be removed or altered to conform with the provisions of this section. All costs of removal shall be at the property owner's expense.

2017				
Open Date	**Close Date**	**Address**	**Name/Businss**	**Subject**
08/22/2016	02/07/2017	128 S. Monroe	Granite Company	Addition
02/16/2016	01/13/2017	318 E. Main	Big Boiler	Brewery
01/12/2017	01/16/2017	2179 Gee Drive	John Baar	Finish Basement
01/19/2017	01/23/2017	1410 W. Main	John Curtis	Addition
01/26/2017	02/02/2017	1375 Highland Hill	Allen Edwin	New Home
01/26/2017	02/02/2017	1353 Highland Hill	Allen Edwin	New Home
01/24/2017	02/02/2017	315 Sherman	Adam Bassett	Fence
01/18/2017	02/02/2017	200 N. Monroe	Library	Deck
03/10/2017	03/10/2017	1224 Highland Hill	Allen Edwin	New Home
03/10/2017	03/10/2017	1268 Highland Hill	Allen Edwin	New Home
03/23/2017	03/23/2017	140 S. Broadway/149 S. Hudson	King Milling/Phase 1	MCC Building/ Dryer Foundation
04/20/2017	04/21/2017	12080 Gee Drive	Matt and Laura Garrison	Porch Addition
04/21/2017	04/25/2017	312 E. Main	Main St. Dev.	Demo - Garage
04/24/2017	04/24/2017	1376 Highland Hill	Allen Edwin	New Home
04/24/2017	04/24/2017	1365 Highland Hill	Allen Edwin	New Home
04/24/2017	04/24/2017	137 S. West	GH Improvements	Decks (2)/Fence
05/05/2017	05/08/2017	273 Donna	Donald Mullins	Shed
05/05/2017	05/08/2017	186 S. Pleasant	Melood Abugasea	Fence
04/26/2017	05/09/2017	305 High	Kelly St. John	Fence
05/10/2017	05/10/2017	2535 Gee Drive	Howard Barriger	Roof/Siding/Windows
05/10/2017	05/12/2017	925 N. Monroe	Joseph VandenBerg	Fence
05/11/2017	05/16/2017	937 Lincoln Lake	Don Kelly	Fence
05/03/2017	05/22/2017	2350 W. Main	Lake Mi Credit Union	New Construction
05/22/2017	05/23/2017	1335 W. Main Suite B	H&H Management	Remodel
06/08/2017	06/08/2017	109 Riverside	Jeff Altoft	Reroof

04/28/2017	06/12/2017	269 S. Broadway	LYFL	New Scoreboard
05/18/2017	06/13/2017	1347 Highland Hill	Allen Edwin	New Home
06/01/2017	06/13/2017	1370 Highland Hill	Allen Edwin	New Home
06/06/2017	06/19/2017	1238 Highland Hill	Keven Krieger	Deck
06/12/2017	06/20/2017	149 S. Hudson	King Milling	Restroom Renovation
06/16/2017	06/20/2017	704 Lafayette	George Watson	Reroof
06/26/2017	06/26/2017	618 Lincoln Lake	Bob & Elly Bassinger	Remodel
06/20/2017	06/30/2017	1359 Highland Hill	Allen Edwin	New Home
06/20/2017	06/30/2017	1346 Highland Hill	Allen Edwin	New Home
06/30/2017	06/30/2017	318 Lincoln Lake	Casmir Delnick	Fence
06/30/2017	06/30/2017	318 Lincoln Lake	Casmir Delnick	Deck Stairs
06/30/2017	06/30/2017	1364 Highland Hill	Allen Edwin	New Home
06/29/2017	07/17/2017	1218 Highland Hill	Allen Edwin	New Home
07/11/2017	07/18/2017	1352 Highland Hill	Allen Edwin	New Home
07/18/2017	07/18/2017	431 James	Pat Murphy	Reroof
07/18/2017	07/18/2017	516 Howard	Marlene & Tracy Kroft	Shed
07/26/2017	07/26/2017	2535 Gee Drive	Howard Barriger	Remodel
07/19/2017	07/26/2017	1353 Highland Hill	Mark Elve	Deck
07/27/2017	07/27/2017	2186 W. Main	Todd Gillan	Reroof
08/02/2017	08/04/2017	505 W. Main	Mary Harrison	Remodel
07/31/2017	08/04/2017	John Steffens	John Steffens	Reroof
07/24/2017	08/04/2017	125 James	Sable Homes	New Home
07/24/2017	08/04/2017	113 James	Sable Homes	New Home
07/24/2017	08/04/2017	920 High	Sable Homes	New Home
07/18/2017	08/09/2017	1371 Highland Hill	Allen Edwin	New Home
08/16/2017	08/28/2017	1349 Jane Ellen	Jonathan Holmes	Demo/Garage
08/16/2017	08/28/2017	1349 Jane Ellen	Jonathan Holmes	Demo/Garage
07/31/2017	08/29/2017	209 North	Annette Belanger	Fence
09/01/2017	09/07/2017	340 Donna	Vivian Reid	Window expansion

08/30/2017	09/08/2017	1800 W. Main	Key Vista MHP	Fence
09/12/2017	09/13/2017	106 W. Main	Rookies	Front
09/12/2017	09/12/2017	818 Grindle	Donald Lafler	Steel Roof
09/21/2017	09/21/2017	113 Riverwalk Plaza	City of Lowell	Renovation
09/19/2017	09/25/2017	212 N. Broadway	Mike Hale	Front Porch
09/22/2017	09/25/2017	620 High	Marilyn Wert	Lean - Too
10/04/2017	10/04/2017	312 E. Main	Greg Canfield	Demo
10/04/2017	10/10/2017	523 Amity	Patrick Hays	Egress windows
08/31/2017	10/12/2017	2001 W. Main	Admiral/Marathon	New Signs
08/31/2017	10/13/2017	2222 W. Main	Admiral/Marathon	New Signs
10/12/2017	10/13/2017	520 N. Monroe	Ron Janowski	Fence
09/18/2017	10/20/2017	1301 Bowes	Wolverine Water	Addition
10/19/2017	10/20/2017	823 Avery	Pat Bailey	Addition
11/02/2017	11/02/2017	2175 W. Main	Ada/Lowell Theater	New flooring etc.
11/14/2017	11/14/2017	2051 Bowes	AT&T	Tower Upgrades
11/27/2017	12/08/2017	2175 W. Main	Ada/Lowell Theater	Sign
11/09/2017	12/19/2017	162 S. West	Mike Vanderzana	Deck