

**OFFICIAL PROCEEDINGS  
OF THE  
PLANNING COMMISSION-CITIZEN ADVISORY COMMITTEE  
CITY OF LOWELL, MICHIGAN  
FOR THE REGULAR MEETING OF  
MONDAY, AUGUST 13, 2018 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 Commissioner Chair Bruce Barker.

Present: Commissioners David Cadwallader, Marty Chambers, Tony Ellis, Amanda Schrauben, Collin Plank and Chair Bruce Barker.

Absent: Commissioner Marty Chambers.

Also Present: City Clerk Susan Ullery and Andy Moore with William & Works.

2. **APPROVAL OF ABSENCES.**

IT WAS MOVED BY CADWALLADER and seconded by SCHRAUBEN to excuse the absence of Commissioner Chambers.

YES: 6. NO: 0. ABSENT: 1. MOTION CARRIED.

3. **APPROVAL OF AGENDA.**

IT WAS MOVED BY CADWALLADER and seconded by ELLIS to approve the agenda as written.

YES: 6. NO: 0. ABSENT: 1. MOTION CARRIED.

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

IT WAS MOVED BY CADWALLADER and seconded by ELLIS to approve the minutes of the July 9, 2018 regular meeting as written.

YES: 6. NO: 0. ABSENT: 1. MOTION CARRIED.

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

There were none.

6. **OLD BUSINESS.**

There was none.

## 7. NEW BUSINESS.

### a. Winick – Site Plan Review – Ada Lowell Self Storage LLC

Mike Winick who owns Ada Lowell Self Storage addressed the Commissioners and explained he would like to add building #4 of the 4<sup>th</sup> and final phase, but would like it to be 10' in width (but the same length as the other three buildings).

Andy Moore with William & Works explained this is a very simple review, not a full site plan as in the past. The applicant is requesting that an additional 10 feet be added to this fourth building and that the 10-foot-wide driveway be located 10 feet to the west of the current plan. The entire site (including the fourth building) was approved several years ago, but due to the proposed enlargement of this final building, review by Planning Commission is required per Section 18.09 of the Zoning Ordinance.

### SITE PLAN REVIEW

1. Dimensional Requirements. The property meets the minimum lot area and width requirements for the L-1 District outlined in Sections 12A.04. It also meets the 20-foot minimum for a side abutting other Districts. With the 10-foot addition to the proposed fourth building, there are still 47 feet between the side yard edge and the proposed fourth building.
2. Building Height. The applicant has indicated that the building will be one (1) story. Because the maximum building height in the L-1 district is 40 feet according to Section 12A.04, this requirement will be met.
3. Lot Coverage. Section 12A.04 permits a maximum lot coverage of 60% in the L-1 District, Including building and parking areas. This requirement will still be met with the additional 10 feet added onto the proposed building.
4. Parking. Due to the type of use on this site, there are no proposed parking spaces.
5. Storm Drainage. A retention pond is located on the front of the site to provide storm water drainage.
6. Exterior Lighting. There is no proposed exterior lighting on the site.
7. Signage. There is no proposed exterior lighting on the site.

Section 18.06 of the Zoning Ordinance sets forth six standards that must be utilized by the Planning Commission when they review site plans. Those standards along with remarks are as follows:

- A. The uses proposed will not adversely affect the public health, safety, or welfare. Uses and structures located on the site shall be planned to take into account topography, size of the property, the uses on adjoining property and the relationship and size of buildings to the site. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this ordinance.

Remarks: All the Commission agreed these standards are met.

- B. Safe, convenient, uncongested, and well-defined vehicular and pedestrian circulation shall be provided for ingress/egress points and within the site. Drives, streets and other circulation routes shall be designed to promote safe and efficient traffic operations within the site and at ingress/egress points.

Remarks: All the Commission agreed these standards are met.

- C. The arrangement of public or private vehicular and pedestrian connections to existing or planned streets in the area shall be planned to provide a safe and efficient circulation system for traffic within the City of Lowell.

Remarks: All the Commission agreed these standards are met.

- D. Removal or alteration of significant natural features shall be restricted to those areas, which are reasonably necessary to develop the site in accordance with the requirements of this ordinance. The Planning Commission requires that approved landscaping, buffers, and/or greenbelts be continuously maintained to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property.

Remarks: All the Commission agreed these standards are met.

- E. Satisfactory assurance shall be provided that the requirements of all other applicable ordinances, codes, and requirements of the City of Lowell will be met.

Remarks: All the Commission agreed these standards are met.

- F. The general purposes and spirit of this ordinance and the Comprehensive Plan of the City of Lowell shall be maintained.

Remarks: All the Commission agreed these standards are met.

At the August 13 Planning Commission meeting, Andy Moore with Williams & Works recommends the approval of the Special Land Use request with five special conditions which are as follows:

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. The applicant shall indicate the total area of each unit on the site plan. (1,100 sq. ft. for each unit).

By consensus, all the Commission agreed that all the requirements had been met.

IT WAS MOVED BY CADWALLADER and seconded by PLANK to approve the special land use at 215 W. Main as presented with the stated five special conditions.

ROLL CALL: COMMISSIONER BREIMAYER, COMMISSIONER CADWALLADER, COMMISSIONER ELLIS, COMMISSIONER PLANK, COMMISSIONER SCHRAUBEN, AND CHAIR BARKER.

YES: 6. NO: NONE. ABSENT: 1. MOTION CARRIED.

b. Residential Zoning Districts Review- Updated.

Andy Moore with William & Works reviewed and recommended changes to the residential zoning districts and associated land use definitions in the City of Lowell Zoning Ordinance. The language, organized by chapter, includes additions (highlighted) and deletions (~~strike through~~) to existing Zoning Ordinance text.

The Commissioners had discussion; Moore will clean up and make changes from today's meeting, he will add a diagram that simulates a plan view from above (showing the typical layout, the street, the sidewalk, the front yard, what the building envelope is) so people can visualize to help understand the ordinance better. The Planning Commissioners will then continue their review at the next meeting.

8. **STAFF REPORT.**

No Comments

9. **COMMISSIONERS REMARKS.**

There was none.

10. **ADJOURNMENT.**

IT WAS MOVED BY CADWALLADER to adjourn at 8:02 p.m.

DATE:

APPROVED:

---

Bruce Barker, Chair

---

Susan S. Ullery, City Clerk