301 East Main Street
Lowell, Michigan 49331
Phone (616) 897-8457
Fax (616) 897-4085

PLANNING COMMISSION-CITIZEN ADVISORY COMMITTEE
CITY OF LOWELL, MICHIGAN
AGENDA
FOR THE REGULAR MEETING OF
MONDAY, APRIL 9, 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. March 12, 2018 – Regular Meeting

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

5. OLD BUSINESS

   a. Chapter 19 – Deferred until the May Meeting
   b. Chapter 20 – Signs – Deferred until the May Meeting

6. NEW BUSINESS

   a. Public Hearing - Eric Bartkus – Special Land Use – 215 W. Main Street
   b. Public Hearing – Betten Baker Auto Group – Special Land Use and Site Plan – 930 W. Main
   c. Public Hearing – John Baar – Short Term Rental – Special Land Use – 2179 Gee Drive

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, MARCH 12, 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 Chair Barker.

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

Absent: None.

Also Present: City Manager Mike Burns, City Clerk Susan Ullery and Williams and Works Planner Nathan Mehmed.

2. **APPROVAL OF AGENDA.**

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

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

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

IT WAS MOVED BY CADWALLADER and seconded by CHAMBERS to approve the minutes of the February 12, 2018 regular meeting as written.

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

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

There were no comments.

5. **OLD BUSINESS.**

a. Chapter 19 – Off Street Parking and Loading.

Nathan Mehmed of Williams and Works reviewed the changes of Chapter 19 for Off Street Parking and Loading with the Commissioners. Mehmed explained the changes in Chapter 19, Sections 19.02 – Location of Parking, 19.03 – Parking Area Application and Design, 19.04 – Parking Restrictions, 19.05 – Parking Deferment, 19.06 – Landscaping and Design, 10.07 – Table of Off-Street Parking Requirements, and 19.08 – Off-Street Loading Requirements.

The Commission reviewed Chapter 19 changes and mentioned that in Section 19.03, the height needed to be changed to 20 feet in the drawing.

Commissioner Plank also suggested in Section 19.04(c), the text should specify the location of the bike parking.

After review of Chapter 19 from the Commissioners, it was consensus of the Commission to bring back to next meeting for approval on the final version.

6. **NEW BUSINESS.**

a. Chapter 20 - Signs.

Mehmed the reviewed the changes to Chapter 20 – Signs with the Commissioners. Mehmed explained the changes to Chapter 20, Sections 20.01 – Intent and Purpose, 20.02 – Scope, 20.03 – Definitions, 20.04 – Signs Prohibited, 20.05 – General Sign Provisions, 20.06 – Signs Not Requiring Permits, 20.07 – Supplementary Signs, 20.08 – Permitted Signs by Zoning District, 20.09 – Construction and Maintenance, 20.10 – Nonconforming Signs, and 20.11 – Discontinuance or Abandonment.

It was mentioned by Chair Barker that the definition of feather signs was missing.

City Manager Burns stated they did have an issue with feather signs and changeable copy signs. Burns stated that some of these signs were grandfathered in, but one started abusing the use of the sign and added political statements and the sign was not being used to promote the business anymore. The City ended up taking this issue to court and it has been resolved and the sign has been removed, but Burns asked what laws are in place if this happens again with a sign that has been grandfathered in.

Mehmed explained that now, it would be a little more difficult to get that sign removed if they were using it for other purposes.

Burns stated that the Commissioners will receive a copy of the Downtown Plan so they could take a look at it. He explained the Plan was about to be presented, but there were issues at the time and the City is looking for any modifications that need to be made. Burns stated the Planning Commission, DDA and City Council will be involved.

Chair Barker noted Andy Moore of Williams and Works has offered a training session for the Commissioners, City Council and Zoning Board of Appeals. The training session would be a benefit for all who could attend.

7. **STAFF REPORT.**

There was no report.

8. **COMMISSIONERS REMARKS**

Commissioner Chambers advised he attended the MML session.

Chair Barker welcomed Commissioner Tony Ellis to the Planning Commission.

Commissioner Ellis advised he has been an industrial arts teacher at the High School for ten years and before that, he taught math. He has been with the district for about twenty years and has two children. Ellis advised he knows construction, but not necessarily all the rules, but he has been in and out of construction for a while.

Chair Barker also thanked Nathan Mehmed for filling in for Andy Moore. Chair Barker also mentioned that there are three public hearings at the next meeting for Special Land Uses.

9. **ADJOURNMENT.**

IT WAS MOVED BY CADWALLADER and seconded by CHAMBERS to adjourn at 7:41 p.m.

DATE:

APPROVED:

Bruce Barker, Chair

Susan S. Ullery, City Clerk

BG 1802

Request Number: _____

Filing Fee: _____

301 East Main Street
Lowell, Michigan 49331
Phone (616) 897-8457
Fax (616) 897-4085

APPLICATION FOR SITE PLAN REVIEW / SPECIAL LAND USE

- All drawings must be sealed by an architect, engineer or surveyor unless waived by the Zoning Administrator.
- 15 copies of the site plan must be submitted to the City Manager's office no later than three weeks before the Planning Commission meeting to allow adequate staff review.
- The Planning Commission meets the second Monday of the month at 7:00 p.m. where plans are approved, rejected or modified.
- Preliminary plans may be presented for Planning Commission comment, but no final approval is given until all required conditions are met.
- After approval, public works and building permits must be secured before construction may commence.

1. Street Address and/or Location of Request: 215 West Main Street Lowell

2. Parcel Identification Number (Tax I.D. No.): #41-~~20~~- 50-72-020-214

3. Applicant's Name: Beryl Bartkus Phone Number 616-206-4925

Address: 1270 Hawthorne Hills Dr. (Street) Ada (City) MI (State) 49301 (Zip)

Fax Number _____ Email Address ebartkus@comcast.net

4. Are You: ☒ Property Owner ☐ Owner's Agent ☐ Contract Purchaser ☐ Option Holder

5. Applicant is being represented by: _____ Phone Number _____

Address: _____

6. Present Zoning of Parcel Commercial Present Use of Parcel 1st Floor Retail/2nd floor Vacant

7. Description of proposed development (attach additional materials if needed):

Remodel 2nd floor into 2 apartments per attached drawing.

The facts presented above are true and correct to the best of my knowledge.

Signature: Beryl Bartkus Date: 3-8-18

Type or Print Your Name Here: Beryl Bartkus

Property Owner Approval: As owner I hereby authorize the submittal of this application and agree to abide by any decision made in response to it. Beryl Bartkus (Owner) 3-8-18 (Date)

The following 16 points make up the **CHECKLIST** of required information needed on the drawing for final plan approval (unless specifically waived by the Planning Commission). Please go over this **CHECKLIST** with the City Manager and Zoning Administrator before presenting to the Planning Commission.

	INITIAL
1. Date, north arrow and scale (not more than 1" = 100', supplementary site plans at a 1" = 50' or larger scale are encouraged)	
2. A city locational sketch	
3. Legal description and City address of the subject property	BB
4. The size in acres or square feet of the subject property	
5. All lot and/or property lines with dimensions, including building setback lines	
6. The location of all existing structures within one hundred (100) feet of the subject property's boundary	
7. The location and dimensions of all existing and proposed structures on the subject property	
8. The location and dimensions of all existing and proposed:	
▪ Drives	
▪ curb openings (NOTE: all new openings onto M-21 (Main Street) must receive State Transportation Department approval)	
▪ sidewalks	
▪ exterior lighting	
▪ curbing	
▪ parking areas (include and delineate the total number of parking spaces showing dimensions of a typical space)	
▪ unloading areas	
▪ recreation areas	
▪ common use areas	
▪ areas to be conveyed for public use and purpose	
9. The location, pavement width and right-of-way width of abutting roads, alleys or easements	
10. The existing zoning of all properties abutting the subject project	
11. The location of all existing and proposed:	
▪ landscaping and vegetation	
▪ location, height and type of existing and proposed fences and walls	
12. Proposed cost estimates of all site improvements	
13. Size and location of existing and proposed hydrants and utilities including proposed connections to public sewer or water supply systems	
14. The location and size of septic and drain fields	
15. Contour intervals shown at five (5) foot intervals	
16. **FOR RESIDENTIAL DEVELOPMENT**, the following information is required (affixed to the drawing):	
▪ Net developable area, in acres or in square feet, defined as all areas that could be developed subtracted by lands used or dedicated for existing easements and rights of way	
▪ the number of dwelling units proposed (by type), including typical floor plans for each type of dwelling	BB
▪ the number and location of efficiency and one or more bedroom units	
▪ typical elevation views of the front, side and rear of each type of building	
▪ Dwelling unit density of the site (total number of dwellings / net developable area)	

Section 17.03 of the City of Lowell Zoning Ordinance specifies that to approve a special land use, the Planning Commission must find that the request meets the following standards. Please describe how the proposed project would meet each standard.

A. Each application shall be reviewed for the purpose of determining that the proposed special land use meets the following standards and, in addition, that each use of the proposed site will:

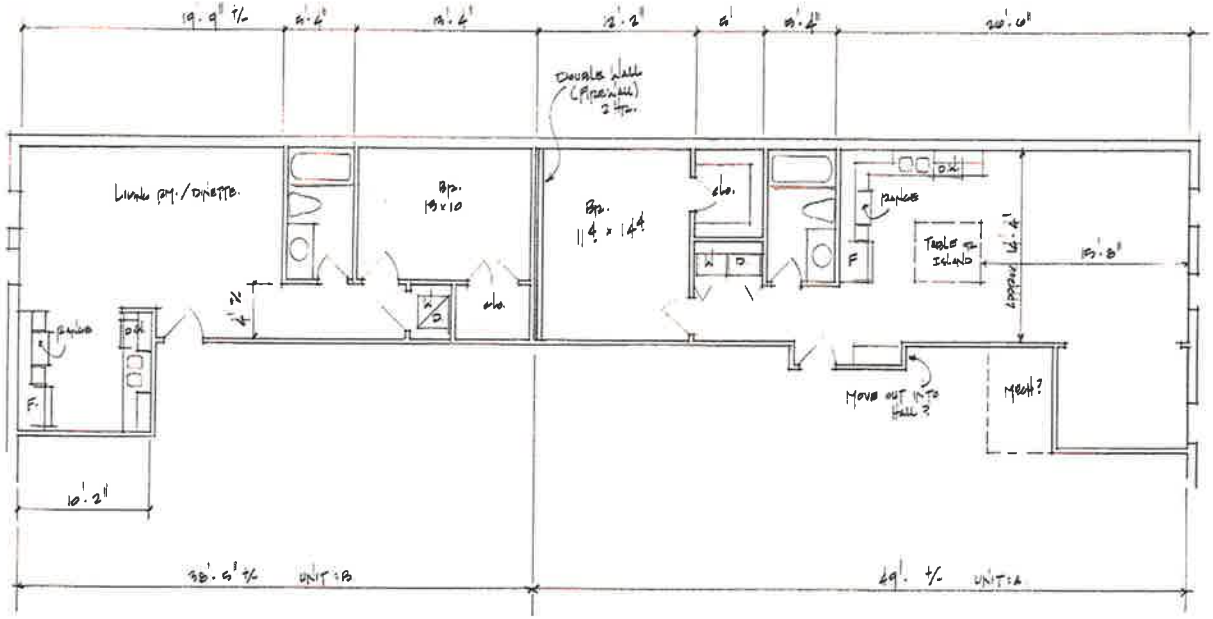
1. Be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance, with the existing or intended character of the general vicinity and that such a use will not change the essential character of the area in which it is proposed;

2. Be served adequately by essential public facilities and services such as highways, streets, police, fire protection, drainage structures, refuse disposal, water and sewage facilities;

3. Not create excessive additional requirements at public cost for public facilities and services; and

4. Not involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors.

Section 17.04 of the City of Lowell Zoning Ordinance lists specific standards pertaining to special land uses that must be met. Please respond to those standards below as it pertains to the proposed project, describing how the standards would be met by this proposal:



FLOOR PLAN

1/4"=1'-0"

3181 Prairie Street, Suite 102
Chandler, WI 54113
barryfitzdesign@gmail.com
Phone (715) 333-2880

Fitzpatrick DESIGN

For: Brothers Pub

2.28.18

A-1 of 1

WARRANTY DEED

STATUTORY FORM

This Indenture,

Dated this day of:
April 27, 2016

KNOW ALL MEN BY THESE PRESENTS THAT:

Thomas J. Molnar, aka Tom Molnar and Susan M. Molnar, aka Susan Molnar, husband and wife
215 W. Main
Lowell, MI 49331

Convey(s) and Warrant(s) To:

Ability Weavers LLC, a Michigan limited liability company
1270 Hawthorne Hills
Ada, MI 49301

for the consideration of

Real Estate Transfer Valuation Affidavit filed herewith

the following described premises situated in

The City of Lowell, County of Kent and State of Michigan to wit:

The West 22 feet of the East 39 feet of Lot 10, Except the North 12 feet for alley, Block 3, Richard & Wickham's Plat, as recorded in Liber 2 of Plats, Page 55, Kent County Records.

41-20-02-402-010

Subject to easements, reservations, restrictions and limitations of record, if any.

williams&works

engineers | surveyors | planners

MEMORANDUM

To:	City of Lowell Planning Commission
Date:	March 29, 2018
From:	Andy Moore, AICP
RE:	**Eric Bartkus Special Land Use: 215 W Main Street**

We have reviewed an application from Mr. Eric Bartkus to use a portion of 215 W Main Street for residential purposes. Residential uses located in the same building as commercial uses are only permitted in the Central Business district with special land use review and approval from the Planning Commission. The purpose of this memorandum is to review the application pursuant to Chapter 17 of the City's Zoning Ordinance.

Completeness of Submittal. The Zoning Ordinance requires that special use applications be accompanied by a site plan, and the applicant has submitted a proposed floor plan for the space with the application. Since the building already exists and the exterior components and overall site configuration would not be altered under this request, the zoning enforcement officer may accept the site plan and other materials submitted, as they are sufficient to determine compliance with applicable standards.

Special Land Uses Review Standards. To approve a special land use, the Planning Commission must find that the use satisfies the general standards of Section 17.03 applying to all special land uses, as well as the standards of Section 17.04, R pertaining to this specific special land use. Following are the standards and our remarks on each.

1. *The proposed special land use shall be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance, with the existing or intended character of the general vicinity and that such a use will not change the essential character of the area in which it is proposed;*

   Remarks: The existing building achieves the desired aesthetic for downtown Lowell and is consistent with other structures in the vicinity. The proposed residential dwelling is consistent with the Downtown future land use designation described in the Master Plan, which encourages mixed and residential uses. Additionally, the proposed dwelling would enhance the character of downtown by filling a currently vacant floor of a building with a viable use. The Planning Commission may therefore find that this standard is met.

2. *The proposed special land use shall be generally consistent with the City of Lowell Master Plan;*

Remarks: The City of Lowell Master Plan articulates a desire to strengthen the downtown core and Main Street with walkable, mixed-use development. This type of development is usually characterized by offices or residential activities located on the second floor of commercial buildings that are located along Main Street. In our view, the proposed special land use is consistent with the Lowell Master Plan.

3. *The proposed special land use shall be served adequately by essential public facilities and services such as highways, streets, police, fire protection, drainage structure, refuse disposal, water and sewage facilities;*

   Remarks: The proposed use would include retrofitting an existing, vacant space into a dwelling unit and would not add intense uses or operations. As such, essential public services will not be adversely affected by the special land use and the Planning Commission may find that this standard is met.

4. *The proposed special land use shall not create excessive additional requirements at public cost for public facilities and services; and*

   Remarks: Section 19.07 stipulates a minimum of two parking spaces per dwelling unit, but the submittal does not address parking. However, the Zoning Ordinance permits uses in the C-2 and MU districts to count public parking toward the required minimum, if such public parking is within 400 feet of the proposed use. There are numerous public parking spaces within 400 feet of the site, so we believe that the Planning Commission may find that this standard is met.

5. *The proposed special land use shall not involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors;*

   Remarks: A residential dwelling unit will not involve activities that would be detrimental to the downtown. Nonetheless, residential refuse pickup is not discussed in the submittal. The Planning Commission may request additional information from the applicant in connection with the storage of refuse and the Planning Commission may find that this standard is met subject to a condition addressing the matter.

6. *The proposed special land use shall comply with all applicable federal, state, and local requirements, and copies of all applicable permits shall be submitted to the City.*

   Remarks: This is addressed as a condition of approval.

Section 17.07, R – Site Design Standards for Residential Dwellings in the Same Building with Commercial Uses.

1. All commercial uses, excluding storage, shall not be located on the same story of the building as the dwelling unit.

   Comment: The proposed residential dwelling would be located on the second story of the building and it appears that no commercial activity would take place on the second

story. Subject to a condition of approval, the Planning Commission may find that this standard is met.

2. Dwelling units shall comply with the applicable requirements of the R-3 District for multiple-family dwellings.

   Comment: Section 8.04, pertaining to multiple-family dwellings in the R-3 District, requires that each dwelling be a minimum of 500 square feet in floor area, plus an additional 150 square feet per bedroom. The total area of each unit is not indicated, but it appears that this standard would be met. Other standards of the R-3 District would not apply or would be met.

Recommendation. At the April 9 public hearing, the Planning Commissions should carefully listen to the comments from the applicant and the public. Subject to those comments, we recommend approval of the request, subject to the following conditions, along with any others deemed necessary by the Planning Commission:

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.
6. The applicant shall provide additional information related to refuse disposal

Request Number: ____

Filing Fee: _____

301 East Main Street
Lowell, Michigan 49331
Phone (616) 897-8457
Fax (616) 897-4085

APPLICATION FOR SITE PLAN REVIEW / SPECIAL LAND USE

- All drawings must be sealed by an architect, engineer or surveyor unless waived by the Zoning Administrator.
- 15 copies of the site plan must be submitted to the City Manager's office no later than three weeks before the Planning Commission meeting to allow adequate staff review.
- The Planning Commission meets the second Monday of the month at 7:00 p.m. where plans are approved, rejected or modified.
- Preliminary plans may be presented for Planning Commission comment, but no final approval is given until all required conditions are met.
- After approval, public works and building permits must be secured before construction may commence.

1. Street Address and/or Location of Request: 930 West main Street, Lowell, MI

2. Parcel Identification Number (Tax I.D. No.): #41-20-02-354-039

3. Applicant's Name: 930 W Main Street LLC (Betten – Baker Auto Group) Phone Number (616) 319-1537

   Address: 930 W Main Street, Lowell, MI 49331
   (Street / City / State / Zip)

   Fax Number _____ Email Address _____

4. Are You: ☐ Property Owner ☐ Owner's Agent ☐ Contract Purchaser ☐ Option Holder

5. Applicant is being represented by: Michael Bouman, P.E., Pioneer Construction Phone Number (616) 247-6966

   Address: 550 Kirtland Street SW, Grand Rapids, MI 49507

6. Present Zoning of Parcel C3 Present Use of Parcel Car Dealership

7. Description of proposed development (attach additional materials if needed):

   See Attached Letter

The facts presented above are true and correct to the best of my knowledge.

Signature: _____ Date: 3/9/18

Type or Print Your Name Here: Michael W Bauman

Property Owner Approval: As owner I hereby authorize the submittal of this application and agree to abide by any decision made in response to it.

Owner _____ Date 3-9-18

The following 16 points make up the **CHECKLIST** of required information needed on the drawing for final plan approval (unless specifically waived by the Planning Commission). Please go over this **CHECKLIST** with the City Manager and Zoning Administrator before presenting to the Planning Commission.

		INITIAL
1.	Date, north arrow and scale (not more than 1" = 100', supplementary site plans at a 1" = 50' or larger scale are encouraged)	KV____
2.	A city locational sketch	KV____
3.	Legal description and City address of the subject property	KV____
4.	The size in acres or square feet of the subject property	KV____
5.	All lot and/or property lines with dimensions, including building setback lines	KV____
6.	The location of all existing structures within one hundred (100) feet of the subject property's boundary	KV____
7.	The location and dimensions of all existing and proposed structures on the subject property	KV____
8.	The location and dimensions of all existing and proposed:	
	▪ Drives	KV____
	▪ curb openings (NOTE: all new openings onto M-21 (Main Street) must receive State Transportation Department approval)	KV____
	▪ sidewalks	KV____
	▪ exterior lighting	KV____
	▪ curbing	KV____
	▪ parking areas (include and delineate the total number of parking spaces showing dimensions of a typical space)	KV____
	▪ unloading areas	KV____
	▪ recreation areas	KV____
	▪ common use areas	KV____
	▪ areas to be conveyed for public use and purpose	KV____
9.	The location, pavement width and right-of-way width of abutting roads, alleys or easements	KV____
10.	The existing zoning of all properties abutting the subject project	KV____
11.	The location of all existing and proposed:	
	▪ landscaping and vegetation	KV____
	▪ location, height and type of existing and proposed fences and walls	KV____
12.	Proposed cost estimates of all site improvements	
13.	Size and location of existing and proposed hydrants and utilities including proposed connections to public sewer or water supply systems	KV____
14.	The location and size of septic and drain fields	KV____
15.	Contour intervals shown at five (5) foot intervals	KV____
16.	**FOR RESIDENTIAL DEVELOPMENT**, the following information is required (affixed to the drawing):	
	▪ Net developable area, in acres or in square feet, defined as all areas that could be developed subtracted by lands used or dedicated for existing easements and rights of way	_____
	▪ the number of dwelling units proposed (by type), including typical floor plans for each type of dwelling	_____
	▪ the number and location of efficiency and one or more bedroom units	_____
	▪ typical elevation views of the front, side and rear of each type of building	_____
	▪ Dwelling unit density of the site (total number of dwellings / net developable area)	_____

Section 17.03 of the City of Lowell Zoning Ordinance specifies that to approve a special land use, the Planning Commission must find that the request meets the following standards. Please describe how the proposed project would meet each standard.

A. Each application shall be reviewed for the purpose of determining that the proposed special land use meets the following standards and, in addition, that each use of the proposed site will:

1. Be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance, with the existing or intended character of the general vicinity and that such a use will not change the essential character of the area in which it is proposed;
The operation and character of the general vicinity will remain the same as the proposed use is the same as the existing. The proposed dealership will improve the overall appearance and function of the area with traditional entrance drives, landscaping and a new building to replace the three existing buildings.

2. Be served adequately by essential public facilities and services such as highways, streets, police, fire protection, drainage structures, refuse disposal, water and sewage facilities;
The proposed improvements will utilize adequately sized existing utilities including 6-inch watermain in S West Avenue and 8-inch sanitary sewer in S Center Street. The three entrance drives along S West Avenue, S Center Street and M-21 are designed to limit access but improve traffic function and location.

3. Not create excessive additional requirements at public cost for public facilities and services; and
Public improvements are not necessary or being requested for watermain and sanitary sewer. The cost of sidewalk and driveway improvements in the road right-of-way will be completed by the property owner.

4. Not involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors.
The production of traffic is anticipated to remain the same as existing because the use is not changing. Similarly, any noise, smoke, fumes, glare, or odors will match the existing condition or be improved due to the proposed landscaping and buffer strips.

Section 17.04 of the City of Lowell Zoning Ordinance lists specific standards pertaining to special land uses that must be met. Please respond to those standards below as it pertains to the proposed project, describing how the standards would be met by this proposal:

The proposed use is considered an Open Air Business and meets the special land use standards of 17.04 W as described below:

1.The lot area is 3.22 acres (>1 min.)

2. The lot width is 372 feet (>200 min.)

3. An existing 6' tall wooden fence is located along the south (rear) property line.

4.The proposed building will include appropriate bathroom facilities for employees and customers according to city and county regulations.

5. A surety bond will be provided if required by the planning commission.

6. The proposed parking lot will be paved and graded with storm sewer to drain surface water.

7. The proposed M-21 entrance drive lines up with the entrance drive across the street and is further from an intersection then the existing entrance drive. The two entrance drives off S Center Street will be reduced to one drive that is greater than 50 feet from an intersection. The unrestricted access from S West Avenue will be reduced to a single entrance drive located greater than 50 feet from an intersection.

8. The site lighting is proposed to be full cutoff direction light toward the ground and away from residential areas.

9. Not applicable, the proposed use is not a plant materials nursery.

10. Currently, vehicles are located on the property line or within the road right-of-way. The proposed parking area will be setback 10 feet from the street right-of-way line which is a significant improvement from the current condition.

LRE
ENGINEERS & SURVEYORS

3800 W River Drive NE, Ste. A
Comstock Park, MI 49321
T: 616.301.7888
F: 616.784.0737
www.LREmi.com

March 9, 2018

Ms. Sue Ullery
Lowell City Clerk
301 East Main Street
Lowell, MI 49331

Re: Betten Baker Chrysler Dodge Jeep Ram - Site Plan Application
930 West Main Street, Lowell, MI

Dear Ms. Ullery:

We are writing on behalf of Betten Baker Chrysler Dodge Jeep Ram (Betten Baker) to request your review and consideration of the enclosed site plan application for the proposed building and site improvements located at 930 West Main Street, Lowell, Michigan.

Background: The Betten Baker property (Parcel #41-20-02-354-039) is 3.22 acres in size and located on the south side of M-21 (West Main Street) between S Center Street and S West Avenue. The property is zoned C3 – general business along with the adjacent properties to the north and west. The properties to the south and east are zoned R2 – residential. Currently the property includes three buildings including a 5,900 square foot new car building, a 3,990 square foot body shop building and a 1,725 square foot pre-owned car building. The remainder of the property is paved for parking and displaying cars with the exceptions of the southeast corner which is an empty lot with grass and a few evergreen trees.

Proposed Development: Betten Baker is proposing to remove the existing buildings and construct a 22,727 square foot building including parking lot, utility improvements and landscaping. The proposed building will include a new car showroom, pre-owned car area, parts department and service department. The number of parking spaces for customers, employees and display vehicles totals 232. A new entrance drive, one off each side street, is proposed along with new sidewalk in areas that were lacking. The proposed improvements include a 10-foot-wide landscaped greenbelt along the right-of-way of all three streets and a 20-foot-wide greenbelt along the south property line adjacent to the residential properties.

Currently the west side of the property has a 12-inch storm sewer outlet to S West Avenue and the east side of the property has an 8-inch storm sewer outlet to S Center Street. Since the proposed improvements result in slightly less impervious area than the existing condition and there are no known downstream capacity issues, stormwater detention should not be required. The proposed storm sewer has been sized for the 10-year storm event and will outlet to the existing storm sewer.

The existing light poles will be removed and proposed light poles will be installed according to the site lighting (photometric) plan. The proposed lights will be full cutoff design to direct light towards the ground to comply with the zoning ordinance. The photometric plan will be submitted under a separate letter head.

The proposed building will require a fire protection water service line and a domestic service line. We are proposing to connect a 4-inch fire protection line and a 2-inch domestic service to the existing 6-inch watermain on the west side of S West Avenue. The existing water services to the property are too small for the proposed use and will be removed to the curb stop box.

The proposed sanitary sewer includes 1,000-gallon oil/water separator and is located on the southeast side of the building. We are proposing to connect a 6-inch lateral to the 8-inch sanitary sewer main in the middle of S Center Street. However, according to record drawings an existing sanitary lateral is stubbed to the property at this location. If this lateral is found and in good condition the connection can be made at the property line.

The landscaping ordinance requires 1 tree per 30 feet along the road right-of-ways and 1 tree per 20 parking spaces. The total number of trees required excluding the existing trees and bushes along the right-of-way is 36. In addition, the ordinance requires 3 shrubs every 30 feet along M-21 for a total of 30. The proposed plan includes 30 shrubs and 41 trees. In an effort to improve visibility along M-21 the number of trees required in this area was reduced. To compensate the reduction along M-21 we are proposing 5 more trees than the ordinance requires to be located along the side and rear of the property. Similarly, 6 of the 12 required interior parking lot trees have been located along the rear property line. We are also proposing 9 interior landscape islands.

We have included the following documents for Planning Commission consideration at their April 9, 2018 meeting:

1. Application for Site Plan Review / Special Land Use
2. Application Fee of $250 and Escrow of $500
3. Fifteen (15) 24"x36" copies of the site plans for the Planning Commission.
4. Stormwater Calculations.

Please review the enclosed information and contact our office if there are any questions or comments. We look forward to working with you through the course of this project.

Sincerely,

Land & Resource Engineering

Kyle J. Visker, P.E.
Project Manager

williams&works

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MEMORANDUM

To:	City of Lowell Planning Commission
Date:	March 30, 2018
From:	Andy Moore, AICP Nathan Mehmed, AICP
RE:	**Betten Baker Auto Group – Special Land Use and Site Plan Review, 930 West Main**

Mr. Michael Bouman of Pioneer Construction, on behalf of Betten-Baker Auto Group, has submitted an application for special land use and site plan review for the construction of building and site redevelopment and improvements to the existing auto dealership (open air business) located at 930 West Main Street. The purpose of this memorandum is to review the request pursuant to Chapters 17 and 18 of the City of Lowell Zoning Ordinance.

Background. The subject property has an area of approximately 3.22 acres and is located at 930 West Main Street between Center Street and West Avenue. The applicant is seeking to demolish three existing structures related to the dealer on the property and replace them with a new 22,727 square foot dealership building, which is zoned C-3, General Business District. Vehicle sales are considered open air businesses, which are permitted by special land use in the General Business District. The applicant is also proposing site improvements which include landscaping, utility improvements, and pedestrian facilities.

Site Plan Review. The following are our general site plan review comments.

Completeness of Submittal. The applicant has submitted a complete and sufficiently detailed site plan and special land use review application for review.

Dimensional Requirements. The proposed building meets the setback and dimensional requirements as specified in Section 12.04 with the exception of lot coverage which permits a maximum of 60% including building and parking areas. However, the site plan indicates that the existing lot coverage is 87%, and the proposed lot coverage is 85%, so the proposed lot coverage will be more conforming than the current configuration. Past practice has been to allow such nonconformities to continue so long as the new site is more conforming that the previous site, so this may be approved.

Lighting. The applicant has stated in the application materials that all site lighting is proposed to be fully cut-off and directed at the ground away from residential areas, and a photometric plan has been submitted. Section 4.24,E of the Zoning Ordinance sets forth standards for site lighting, including a standard that requires that lighting be confined to the subject property "by screening, shielding, landscaping, or other measures such that no lighting in excess of one-half

(½) foot candle is cast on adjoining private property." The photometric plan appears to be well in excess of this requirement. Section 4.24,F allows the Planning Commission to approve departures from the standards of this section 4.24, if the following standards are demonstrated to be satisfied in writing by the applicant:

1. The use is a permitted or special land use in the zoning district.
2. The applicant will undertake reasonable measures to assure that the public health, safety, and welfare would not be undermined by approving the proposed departure.
3. The proposed plan includes reasonable measures to mitigate any glare, annoyance, intrusion or distraction would be caused by the proposed lighting.
4. The general public would benefit from the proposed lighting and the proposed lighting and related land use are consistent with the city master plan.

Parking. The applicant is proposing 232 parking spaces on the subject property, though most of this is reserved for vehicle inventory. Section 19.07 of the Zoning Ordinance requires that open air businesses provide one parking space per 800 square feet of lot area used for said business. The total lot area of the site is 140,263 square feet; thus, 175 parking spaces are required. The Planning Commission may find that parking requirements are met.

Landscaping. Section 4.26 of the Zoning Ordinance outlines requirements related to parking lot landscaping. Parking lots which abut or face a public street are required to have frontage landscaping between the parking area and street right-of-way that consists of a strip of land at least ten feet in width containing at least one canopy tree for each 30 feet of lot width.

Landscaping requirements for the site are summarized as follows:

Location	Required	Proposed	Difference
Along Main Street	12 trees, 34 shrubs	8 trees, 32 shrubs	-4 trees, -4 shrubs
Along West/Center Streets	24 trees	17 trees	-7 trees
Interior parking lot	12 trees	0 trees	-12 trees

The applicant has also proposed to maintain existing vegetative screens along portions of West and Center Streets, near the southerly property line. The Zoning Ordinance also requires that non-residential uses abutting or adjacent to a residential zoning district and/or a residential use provide and maintain on those sides a wall or wooden privacy fence six feet in height, or a landscaped buffer or berm at least partially comprised of evergreen trees. The applicant is proposing five evergreen trees, eight deciduous trees, and the preservation of an existing tree row and six-foot privacy fence.

Section 4.26,B of the Zoning Ordinance allows the Planning Commission to modify requirements of this Section when it finds circumstances that warrant a change in the

requirements of this section, or in finding that existing landscaping or screening, or existing conditions on the site, will be preserved and would meet the intent of this section. In our opinion, the proposed landscape plan satisfies the purpose and intent of Section 4.26, and the Planning Commission may accept the landscaping plan as proposed.

Signage. The applicant is proposing nine wall signs attached to the principal building on the subject property, including seven facing West Main Street, one facing Center Street, and one facing West Avenue. Ordinarily, one wall sign per building wall facing a public street is permitted in the C-3 District per Section 20.08, D; however, the applicant has noted that the business model of their car dealership is such that each car brand being sold is operated separately in a "salon" within the primary building. As such, our interpretation of this provision is that the proposed use, as it relates to signage, may be treated as a multiple tenant building subject to the sign requirements in Section 20.05, E. Thus, each tenant of a salon is permitted one wall sign subject to the standards that apply to the C-3 District, which is 20% of the wall surface or 50 square feet, whichever is less. Provided that all of the proposed wall signs have an area of 50 square feet is less, the proposed signage may be permitted, subject to obtaining sign permits from the City.

Site Plan Review Standards. Section 18.06 of the Zoning Ordinance sets forth six standards that must be utilized by the Planning Commission in reviewing site plans. Those standards, along with our remarks, are below:

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: The proposed use is the same as the existing use, which has been in place for many years and therefore is generally compatible with the surrounding uses located along West Main Street and will not impede normal and orderly development of adjacent properties. The subject property abuts properties with residential uses to the south and commercial uses to the north, west, and east. Subject to any concerns from neighboring property owners, the Planning Commission may find that this standard is 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: The applicant is proposing improved ingress and egress to the site through three defined points off of Main Street, West Avenue, and Center Street. Currently, access to the site is poorly defined with multiple curb-cuts and rolled curb-and-gutter. The redesigned site provides much-needed improvements to the sidewalk around the

periphery, primarily with a clearly delineated sidewalk along Main Street separated from the vehicle inventory parking. The Planning Commission may find that this standard is 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: As noted above, the applicant is proposing greatly improved private vehicle and pedestrian connections. Subject to curb-cut approval from the Department of Public Works, the Planning Commission may find that this standard is 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: The subject property is void of any significant natural features and is not within the 100-year floodplain. The site is currently built out and the applicant will be providing more significant vegetation than currently exists on the site. Continuous maintenance of landscaped areas can be required as a condition of approval.

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: This may be addressed as a condition of approval.

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

Remarks: The purpose of the City of Lowell Zoning Ordinance is to insure that uses of land be situation in appropriate locations and relationships; to limit the inappropriate overcrowding of land and congestion of population and transportation systems and other public facilities; to facilitate adequate and efficient provisions of transportation systems, sewage disposal, water, energy, education, recreation, and other public services and facility needs; and to promote public health, safety, and welfare. The site plan and special land use application represents a significant improvement to this parcel in terms of aesthetics, pedestrian safety, landscaping, and overall design. Thus, the Planning Commission may find that the general purposes and spirit of the Zoning Ordinance and Comprehensive Plan of the City of Lowell will be maintained through this request.

Special Land Use Standards. Section 17.03, of the Zoning Ordinance sets forth six standards that must be utilized by the Planning Commission in reviewing special land use applications. Those standards, along with our remarks, are below:

1. *The proposed special land use shall be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance, with the existing or intended*

character of the general vicinity and that such a use will not change the essential character of the area in which it is proposed;

Remarks: In general, the proposal improves the design and appearance of the subject property. The building exterior is proposed to be constructed of aluminum metal paneling, EIFS, and split face architectural block which is similar to buildings in the immediate vicinity of the subject property. The proposed layout will be an improvement over the existing site with additional landscaping, an improved sidewalk, and a single structure instead of three. The Planning Commission may find that this standard is met.

2. *The proposed special land use shall be generally consistent with the City of Lowell Master Plan;*

   Remarks: The City of Lowell Master Plan indicates that the subject property is located within the "Highway Business" Future Land Use designation. According to the Master Plan, "The Highway Business land use category is located along M-21 west of the railroad crossing. Appropriate land uses in Highway Business areas include retail, office, and service uses that are oriented towards automobile traffic." The Planning Commission may find that the proposed special land use is generally consistent with the City of Lowell Master Plan.

3. *The proposed special land use shall be served adequately by essential public facilities and services such as highways, streets, police, fire protection, drainage structures, refuse disposal, water and sewage facilities;*

   Remarks: The subject property is currently served by public water, sewer, stormwater, and has frontage on a public street. The site is served by the City of Lowell Police and Fire Departments. Subject to review and approval by the Fire Department and Department of Public Works, the Planning Commission may find that this standard is met.

4. *The proposed special land use shall not create excessive additional requirements at public cost for public facilities and services; and*

   Remarks: The subject property is currently operated as an open air business use; thus, it is not anticipated to create additional requirements at public cost for public facilities and services. The Planning Commission may find that this standard is met.

5. *The proposed special land use shall not involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors;*

   Remarks: The proposed facility is not anticipated to involve uses which would be detrimental to persons, property, or the general welfare by reason of excessive production of traffic, smoke, fumes, glare, or odors; however, the Planning Commission may wish to discuss noise with the applicant in regard to air tools that are typically used at vehicle repair facilities accessory to car dealerships. Additionally, the applicant has

proposed an oil separator on site to prevent oil products from entering the sanitary sewer system. The Planning Commission may address review of the oil separator by City staff as a condition of approval.

6. *The proposed special land use shall comply with all applicable federal, state, and local requirements, and copies of all applicable requirements shall be submitted to the City.*

   Remarks: It appears that this standard would be met, and may further be addressed as a condition of approval.

Section 17.04, W – Site Design Standards for Open Air Businesses. The proposed open air business complies with applicable standards of Section 17.04(W) of the Zoning Ordinance, related to open air businesses.

Recommendation. At the April 9 public hearing, the Planning Commission should carefully listen to the comments from the applicant and the public. Subject to those comments, we recommend approval of the request, subject to the following conditions, along with any others deemed necessary by the Planning Commission:

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 vehicle access to the site.
5. The applicant shall comply with the stipulations of the City's Department of Public Works and City Engineer.
6. Wall signs shall not exceed fifty square feet and the applicant shall obtain a sign permit from the City prior to installing any signage on the site.

Request Number:

Filing Fee:

301 East Main Street
Lowell, Michigan 49331
Phone (616) 897-8457
Fax (616) 897-4085

APPLICATION FOR SITE PLAN REVIEW / SPECIAL LAND USE

- All drawings must be sealed by an architect, engineer or surveyor unless waived by the Zoning Administrator.
- 15 copies of the site plan must be submitted to the City Manager's office no later than three weeks before the Planning Commission meeting to allow adequate staff review.
- The Planning Commission meets the second Monday of the month at 7:00 p.m. where plans are approved, rejected or modified.
- Preliminary plans may be presented for Planning Commission comment, but no final approval is given until all required conditions are met.
- After approval, public works and building permits must be secured before construction may commence.

1. Street Address and/or Location of Request: 2179 Gee Dr. Lowell, MI 49331

2. Parcel Identification Number (Tax I.D. No.): #41-20-

3. Applicant's Name: John R. Baar Phone Number 616-510-3528

   Address: 2179 Gee Dr. (Street) Lowell (City) MI (State) 49331 (Zip)

   Fax Number 616-949-7969 Email Address baar.john@gmail.com

4. Are You: (Property Owner) Owner's Agent Contract Purchaser Option Holder

5. Applicant is being represented by: Phone Number

   Address:

6. Present Zoning of Parcel Suburban Residential Present Use of Parcel Home owner / residential

7. Description of proposed development (attach additional materials if needed):

   Short-term rental

The facts presented above are true and correct to the best of my knowledge.

Signature: [signature] Date: 03/06/18

Type or Print Your Name Here: John Baar

~~Property Owner's Authorization~~ As owner I hereby authorize the submittal of this application and agree to abide by any

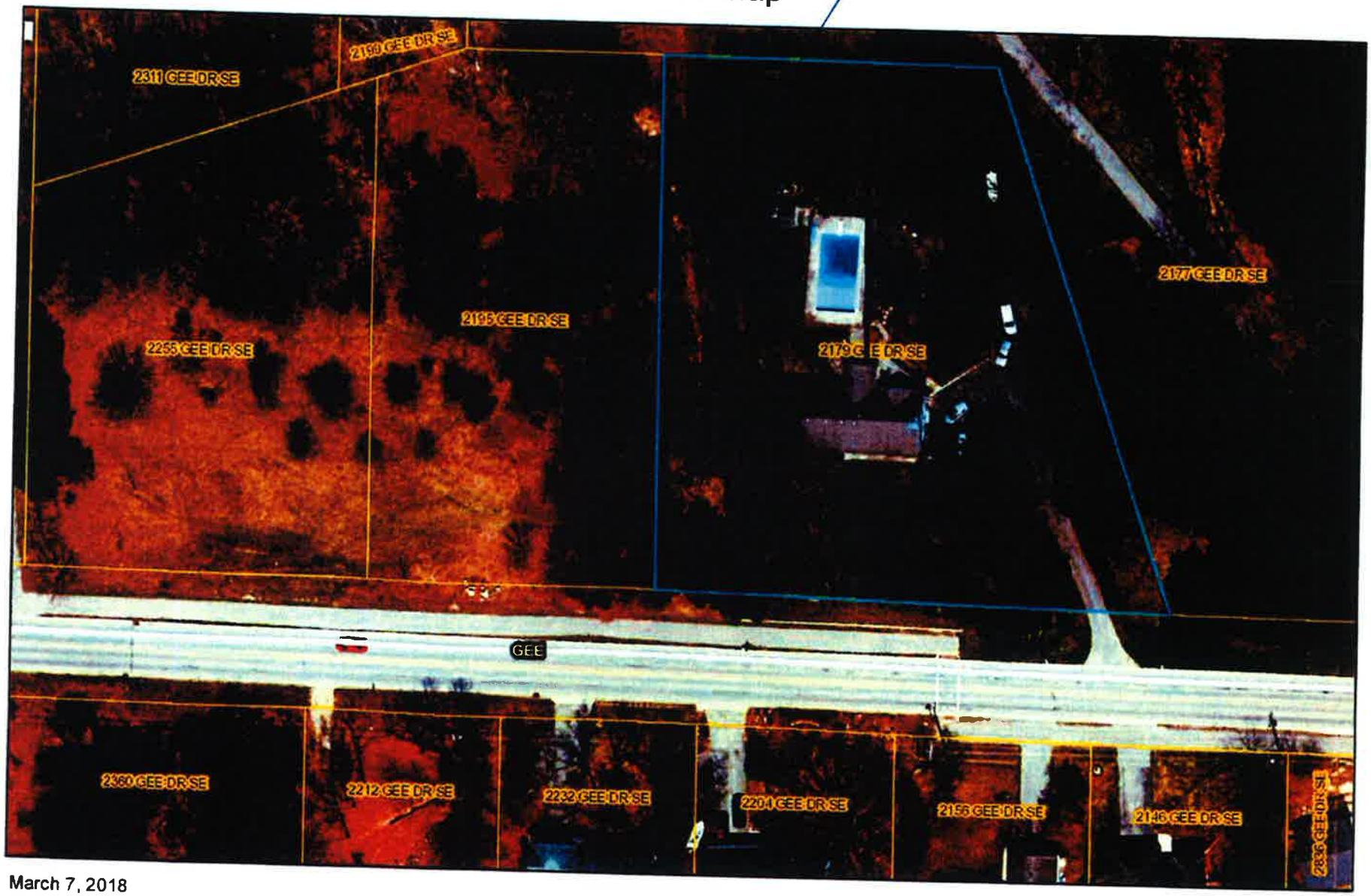
Owner Date

Fence

The areas that are whited out are paved but were covered in the ~~[illegible]~~ day pit by trees

Viewer Map

HHHHHH Moves privacy fence



March 7, 2018

1:820

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0 10 20 40 m

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MEMORANDUM

To:	City of Lowell Planning Commission
Date:	March 29, 2018
From:	Andy Moore, AICP
RE:	**John Baar Short Term Rental Special Land Use**

Mr. John Baar has applied for a special land use permit to operate a short-term rental operation at his property located at 2179 Gee Drive. The purpose of this memorandum is to review the application pursuant to Chapter 17 of the City's Zoning Ordinance.

Completeness of Submittal. The Zoning Ordinance requires that special use applications be accompanied by a site plan, and the applicant has submitted a survey with some proposed improvements for the property. The zoning enforcement officer may waive this required information if it is not relevant to the application. Since the building already exists and the exterior components and overall site configuration would not be altered under this request, the zoning enforcement officer may accept the site plan and other materials submitted, as they are sufficient to determine compliance with applicable standards.

Special Land Uses Review Standards. To approve a special land use, the Planning Commission must find that the use satisfies the general standards of Section 17.03 applying to all special land uses, as well as the standards of Section 17.04, EE pertaining to this specific special land use. Following are the standards and our remarks on each.

1. *The special land use shall be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance, with the existing or intended character of the general vicinity and that such use will not change the essential character of the area in which it is proposed;*

   Remarks: The applicant resides at the property for part of the year and estimates that the property would be utilized as a short-term rental for only about 1/3 of the year. The use of the property as a short-term rental (in compliance with the Zoning Ordinance) would, in our view, be substantially similar to its customary use as a single-family residence. Further, the applicant has proposed a privacy fence on the property to provide further screening from neighboring properties, particularly to the north.

2. *The proposed special land use shall be generally consistent with the City of Lowell Master Plan;*

   Remarks: The subject property is within the Low Density future land use designation in the City's Master Plan. This designation is characterized by low-density residential land uses on lots of at least 0.5 acres. The proposed short-term rental is located on a lot of

about 1.5 acres and is generally consistent with a residential pattern of development. In our view, the proposed special land use is consistent with the City's Master Plan.

3. *The special land use shall be served adequately by essential public facilities and services such as highways, streets, police, fire protection, drainage structure, refuse disposal, water and sewage facilities;*

   Remarks: The property is located on Gee Drive and appears to have adequate access emergency services. However, the Fire Department should review the site to ensure that the home is accessible.

4. *The special land use shall not create excessive additional requirements at public cost for public facilities and services; and*

   Remarks: it is unlikely that the proposed use, if conducted in accordance with the standards of the Zoning Ordinance, would create any additional requirements at public cost for public facilities and services. The applicant has made arrangements for cleaning/maintenance and has designated a local agent to address any issues promptly.

5. *The special land use shall not involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors.*

   Remarks: The use of the property as a short-term rental in compliance with the Zoning Ordinance will not likely be detrimental to adjacent properties.

6. *The proposed special land use shall comply with all applicable federal, state, and local requirements, and copies of all applicable permits shall be submitted to the City.*

   Remarks: This is addressed as a condition of approval.

Short Term Rental Performance Standards. Section 17.04, EE of the Zoning Ordinance contains the requirements for short-term rentals in Lowell. Most of these standards are included as conditions of approval. However, we offer the following comments:

- Section 17.04,EE,4 requires that the short-term rental be located on a parcel that meets all required dimensional standards of the SR District. The subject property satisfies this standard.
- Section 17.04,EE,5 restricts occupancy to two persons per bedroom. The applicant's AirBnB listing indicates that the property contains five beds, so the home may be occupied by not more than ten guests. The Planning Commission may not permit more than ten guests because the home is not located on more than two acres.
- Section 17.04,EE,6 requires one parking space per bedroom. Parking spaces are not clearly delineated on the site plan, though it appears that the site can accommodate at least five vehicles.

Recommendation. At the April 9 public hearing, the Planning Commission should carefully listen to the comments from the applicant and the public. Subject to those comments, we recommend approval of the request, subject to the following conditions, along with any others deemed necessary by the Planning Commission:

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 structure.
5. The site shall not accommodate more than 10 guests at a time. A minimum of five parking spaces shall be provided, and such spaces shall be located in a manner acceptable to the police and fire departments.
6. The applicant shall notify, in writing, the Lowell Area Fire Department and Lowell Police Department of the dates and number of guests for each unique stay.
7. The applicant 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.
8. The applicant 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.
9. The 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.
10. Occupants shall not encroach on neighboring properties.
11. The applicant 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.
12. 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.
13. The applicant or his agent shall 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.

2018				
Open Date	**Close Date**	**Address**	**Name/Businss**	**Subject**
01/09/2018	01/09/2018	2535 Gee Drive	Howard Barriger	Finish Basement
01/30/2018	02/12/2018	219 E. Main	National Park Service	Sign Permit
02/07/2018	02/13/2018	621 E. Main	Lowell Methodist Church	Playground Equip.
02/23/2018	02/23/2018	1001 Heffron	Joe Runstrom	Addition
03/15/2018	03/19/2018	2535 Gee Drive	Howard Barriger	Detached garage
3/28/2018		804 Riverside Dr	Gail VanStee	Fence

VERGENNES TOWNSHIP
PLANNING COMMISSION

PUBLIC HEARING NOTICE
MASTER PLAN UPDATE

PLEASE TAKE NOTICE that a public hearing before the Vergennes Township Planning Commission will be held on **Monday, April 9, 2018 at 7:00 pm at the Vergennes Township Hall, located at 10381 Bailey Drive, Lowell, MI** to receive comment on the proposed update to the Master Plan as summarized below:

The Master Plan is being updated with current census data, new transportation data, to address coming future uses, to add senior housing, to update trail data, to promote high speed internet and encouraging complete streets.

The complete Master Plan draft can be reviewed at the **Vergennes Township Hall, 10381 Bailey Drive, PO Box 208, Lowell, MI 49331 - Phone: (616) 897-5671 or on the website at www.vergennestwp.org.** Written and oral comments will be received from any interested party until the conclusion of the public hearing. Written comments may be addressed to the Planning Commission Chairperson or the Planning Coordinator at the Township Offices. Comments may be emailed to the Planning Commission at: zoning@vergennestwp.org

Vergennes Township Planning Commission