

**OFFICIAL PROCEEDINGS  
OF THE  
PLANNING COMMISSION-CITIZEN ADVISORY COMMITTEE  
CITY OF LOWELL, MICHIGAN  
FOR THE REGULAR MEETING OF  
MONDAY, NOVEMBER 14, 2022 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 Bruce Barker.

**Present for Planning Commission:** Commissioners Schrauben, Cadwallader, Chambers, and Chair Barker.

Absent: Commissioners Plank, Ellis and Gadula

Also Present: Andy Moore with William & Works, Lowell City Clerk Sue Ullery, City Manager Michael Burns.

**Present for City Council:** Councilmembers Groves, Chambers, Salzwedel, Yankovich

2. **EXCUSE OF ABSENCE.**

IT WAS MOVED BY BARKER and seconded by CADWALLADER to excuse the absence of Commissioners Plank, Gadula and Ellis.

YES: Commissioner Chambers, Commissioner Cadwallader, Commissioner Schrauben, and Chair Barker.

NO: None. ABSENT: Commissioners Plank, Ellis and Gadula. MOTION CARRIED.

3. **APPROVAL OF AGENDA.**

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

YES: Commissioner Schrauben, Commissioner Chambers, Commissioner Cadwallader, and Chair Barker.

NO: None. ABSENT: Commissioners Plank, Gadula and Ellis. MOTION CARRIED.

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

IT WAS MOVED BY CHAMBERS and seconded by SCHRAUBEN to approve minutes of the October 10, 2022 regular meeting as written.

YES: Commissioner Chambers, Commissioner Schrauben, Commissioner Cadwallader and Chair Barker.

NO: None. ABSENT: Commissioners Plank, Ellis and Gadula. MOTION CARRIED.

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

There were no comments.

6. **OLD BUSINESS.**

a. **Master Plan Review with City Council.**

Chair Barker stated is has been fifteen years since Master Plan has been updated. What is important in this review is

the Rivers, Parks, Trail System, energy, wind & solar. We can do it in a one year process, it can be presented in parts.

Councilmember Yankovich asked what the cost of this is.

Andy Moore with William & Works stated around \$40,000 depending on how involved you want the public. Moore then explained the meaning of a Master Plan. That it includes the existing state of the City (soils, wetlands, etc.; all the way to public utilities and services). Then there is the public engagement, goals, objectives, policies and development. Then the last part includes implementation tasks that could include housing, policy, re-writing the ordinance. It is a broad kind of policy document.

City Manager Michael Burns stated that this would be a general fund expenditure for next year.

Moore suggests a push to address affordable housing; also get an idea of how much land is available for development. Get the word out to the public for their input and utilize the public events that already take place for this. First priority is to pick a date, decide what events to use for public input. Moore will get a letter of the scope of work to be done with a timeline from Williams & Works for the first Council meeting in December.

7. **NEW BUSINESS**

- a.) Revisions to Chapter 14 and 14A (Floodplain and Rivers Edge).

Andy Moore with Williams & Works stated the Federal Government (FEMA) has been redrawing and refining Floodmaps. Our City participates in the National Flood Insurance Program so there is a specific ordinance that we need to adapt which allows us to continue to participate in the program. If you live within 100 foot of floodplain you are required to have flood insurance. Our Chapters 14 and 14 A requires some changes.

Moore suggested changes and stated the deadline for the changes is February 23, 2023. So we need to schedule a Public Hearing for December for Planning Commission. Moore will put it in Ordinance format and then it will go to Council in January.

8. **STAFF REPORT.**

There was no report.

9. **COMMISSIONERS REMARKS.**

Commissioner Chamber stated this weekend will be Christmas through Lowell, he hopes everyone attends and everyone has patience getting up and down main street.

Chair Barker thanked the City Council for attending the Planning Commission meeting today.

10. **ADJOURNMENT.**

IT WAS MOVED BY CADWALLADER and seconded by BARKER to adjourn at 8:00 p.m.

DATE:

APPROVED:

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Bruce Barker, Chair

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Susan Ullery, Lowell City Clerk