

**OFFICIAL PROCEEDINGS
OF THE
PLANNING COMMISSION-CITIZEN ADVISORY COMMITTEE
CITY OF LOWELL, MICHIGAN
FOR THE REGULAR MEETING OF
MONDAY, AUGUST 14, 2023 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: Commissioners Gadula, Ellis, Chambers, Schrauben, Cadwallader and Chair Barker.

Absent: Commissioner Plank.

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

2. **EXCUSE OF ABSENCE.**

IT WAS MOVED BY CHAMBERS and seconded by CADWALLADER to excuse the absence of Commissioner Plank.

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

NO: None. ABSENT: Commissioner Plank. MOTION CARRIED.

3. **APPROVAL OF AGENDA.**

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

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

NO: None. ABSENT: Commissioner Plank. MOTION CARRIED.

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

IT WAS MOVED BY CHAMBERS and seconded by ELLIS to approve minutes of the July 10, 2023 regular meeting as written.

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

NO: None. ABSENT: Commissioner Plank. MOTION CARRIED.

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

There were no comments.

6. **OLD BUSINESS.**

a) Site Plan Review – 414 E. Main.

Justin Young who works at All Weather Seal and lives at 424 Lincoln Lake has a storage barn that they need to get off their property. It will be located at 414 E Main for there less than 6 months and will be filled with storage from the storage barn.

Andy Moore with Williams & Works referred to memo stating property is only a quarter of an acre; it is in the mixed use district and the shed has already been placed there.

Moore then reviewed the site plan review standards A-F.

Commissioner Chambers suggested we put 6-month limit as a condition.

Commissioner Ellis suggested it is locked up well.

Chair Barker then open up the Public Hearing.

Eric Bartkus who resides at 215 W. Main asked what the guidelines are for placing sheds on property.

IT WAS MOVED BY CHAMBERS and seconded by CADWALLADER that the Lowell City Planning Commission approve the site plan at 414 E. Main along with the conditions as listed below:

1. Prior to issuance of any City permits, the applicant shall have paid all application, permit, reimbursable escrow, and other fees related to the request.
2. The applicant shall comply with any requirements from the City Engineer, Lowell Area Fire Department, Department of Public Works, or other approving agencies.
3. The applicant shall maintain continual compliance with other applicable ordinances, codes, and requirements of the City of Lowell.
4. The shed shall be removed from the property no later than March 1, 2024.
5. Use of the shed shall be limited to storage; no hazardous, flammable, or combustible materials shall be stored.
6. The building shall remain locked when not in use.

YES: Commissioners Cadwallader, Chambers, Gadula, Ellis, Schrauben and Chair Barker.

NO: None.

ABSENT: Commissioner Plank.

MOTION CARRIED.

b.) Master Plan Update.

Andrew Moore with Williams & Works stated Williams and Works will be at the summer concert series this Thursday 8-17-23 and the following Thursday 8-24-23 with a booth to explain what the Master Plan update is, why it is important and also to promote a survey for people to take, for what they would like to see in the Master Plan. The survey will take about 10 minutes for residents to complete.

Moore provided a PowerPoint showing the survey they would like to use and also some other various activities that Williams & Works will have at the booth at the summer concert for residents in regards to the Master Plan update.

Councilmember Chambers feels like the survey may be too long.

Dennis Kent who lives at 1700 Faith suggested adding a category about street improvements, trails and sidewalks.

Moore stated that is already in the survey.

Eric Bartkus who resides at 215 W. Main, like this survey but suggests actual pictures of housing, tiny homes, etc. in the survey instead of just stick figured buildings. Maybe ask the community if they are supportive towards taller buildings or if they aren't. Also, should clarify what you mean by "create more attainable housing options" in the survey.

Chair Barker and the Commissioners agreed that they like the idea of pictures showing ideas for the survey.

Moore will add building height to the related question, and he will check and see if he can find some pictures to support the questions being asked. Moore stated it will be October or November before the report of the survey results, along with all the other details for the master plan will be ready to be presented.

7. **NEW BUSINESS**

There was none.

8. **STAFF REPORT.**

Moore stated they are busy working on the Master Plan update and there may be some amendments we will need to talk about coming up, but no new applications have been submitted.

9. **COMMISSIONERS REMARKS.**

Chair Barker reminded the commissioners to make sure to bring CopperRock paperwork for the next meeting.

Commissioner Chambers asked that we make sure public speaking time is limited to five minutes if possible.

10. **ADJOURNMENT.**

IT WAS MOVED BY CADWALLADER and seconded by ELLIS to adjourn at 7:55 p.m.

DATE:

APPROVED:

Bruce Barker, Chair

Susan Ullery, Lowell City Clerk