

PLANNING COMMISSION-CITIZEN ADVISORY COMMITTEE  
CITY OF LOWELL, MICHIGAN  
AGENDA  
FOR THE REGULAR MEETING OF  
MONDAY, MAY 24, 2010, 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 OF COMMISSIONERS, EXCUSE OF ABSENCE
2. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF APRIL 26, 2010
3. APPROVAL OF AGENDA
4. PUBLIC HEARING
  - A. 117 WEST MAIN – GREG CANFIELD – ESTABLISH HOTEL/MOTEL, BED AND BREAKFAST – SPECIAL USE PERMIT – SET PUBLIC HEARING (6/28)
5. NEW BUSINESS
  - A. SITE PLAN REVIEW - NONE
  - B. VARIANCES – RECOMMENDATIONS TO THE ZONING BOARD OF APPEALS - NONE
6. ANY OTHER BUSINESS/ON GOING BUSINESS
  - A. ON CALL PLANNING RETAINER PROPOSAL
  - B. OUTDOOR LIGHTING ORDINANCE – CITY ATTORNEY REVIEW – CONSIDER SETTING PUBLIC HEARING (6/28)
7. BUILDING INSPECTORS REPORT
8. PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA
9. COMMISSIONERS REMARKS
10. ADJOURNMENT

To: Planning Commission Members  
From: David M. Pasquale  
SUBJECT: Agenda for Monday, May 24, 2010 meeting

1. CALL TO ORDER
2. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF APRIL 26, 2010
3. APPROVAL OF THE AGENDA
4. PUBLIC HEARING
  - A. 117 West Main – Greg Canfield – establish hotel/motel, bed and breakfast – special use permit – set public hearing (6/28). Greg Canfield wishes to establish a hotel/motel, bed and breakfast for 117 West Main which is currently under renovation. Under Section 12.03, hotel and motels are considered special uses in the C-3 Central Business District and require a public hearing.

A public hearing should be set for Monday, June 28, 2010.
5. NEW BUSINESS
  - A. Site Plan Review – none
  - B. Variances – Recommendation to the Zoning Board of Appeals – none
6. ANY OTHER BUSINESS/ON GOING BUSINESS
  - A. On Call Planning Retainer Proposal. As discussed at the last meeting, I spoke to Jay Kilpatrick of Williams & Works regarding on call planning support. He proposed a retainer fee of \$600 per year providing four meetings and assures the fourth Monday will be available for the Planning Commission. Any meetings in excess would be billed at a flat rate of \$150 per session.

The upcoming 2010-2011 budget has \$500 for professional services the Commission may need and \$800 in miscellaneous expenses.
  - B. Outdoor Lighting Ordinance – City Attorney review – consider setting public hearing (6/28). As requested by the Planning Commission, the Outdoor Lighting draft text has been placed into ordinance form by City Attorney Richard Wendt. Please review. If acceptable, the Commission could establish a public hearing date for Monday, June 28.
7. BUILDING INSPECTORS REPORT
8. PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA
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