

**OFFICIAL PROCEEDINGS
OF THE
PLANNING-CITIZEN ADVISORY COMMISSION
CITY OF LOWELL, MICHIGAN**

For the Regular Meeting of the Planning-Citizen Advisory Commission on Monday, January 26, 2009 at 7 p.m.

The Meeting was called to order at 7:00 p.m. by Chair LaPonsie and the Clerk called the Roll.

Present: Commissioners Dimmick, Doyle, Folsom, Hodges, Jahnke, Noall and Chair LaPonsie.

Absent: None.

Also Present: City Manager David Pasquale, City Clerk Betty Morlock, DPW Director Dan DesJarden and Councilmember Ellison.

IT WAS MOVED BY HODGES and seconded by NOALL to approve the minutes for the regular meeting of November 24, 2008 as written.

YEA: 7. NAY: 0. ABSENT: 0. MOTION CARRIED.

Item #1. **APPROVAL OF AGENDA.**

IT WAS MOVED BY FOLSOM and seconded by JAHNKE to approve the agenda as written.

YEA: 7. NAY: 0. ABSENT: 0. MOTION CARRIED.

Item #2. **NEW BUSINESS.**

- A. Site Plan Review – None
- B. Variances – Recommendation to the Zoning Board of Appeals – None.

Item #3. **APPEALS.** None.

Item #4. **ANY OTHER BUSINESS/ON GOING BUSINESS.**

- A. Joint signage ordinance with Lowell Charter Township – update – deferred from previous meetings. No updates were provided.
- B. Off Street Parking Lighting Section of the Zoning Ordinance – further discussion.

Commissioner Jahnke indicated information on off street parking lighting would be provided at the February, 2009 meeting.

- C. Portable, Temporary garages – tabled until the February meeting. No further information was received.
- D. Street Names. DPW Director Dan DesJarden explained the process to rename Division Street to S. Jackson needs to begin with Kent County. One criteria involves asking all abutting property owners to approve or disapprove the renaming of this section and making it all S. Jackson.

DesJarden indicated the property owner who abuts directly next to the area in question does not want the street renamed. DesJarden is attempting to make contact with this owner to explain what is trying to be accomplished. He noted the remaining property belongs to the City of Lowell.

DesJarden questioned why the issue was brought forth. Chair LaPonsie explained the idea of the change involves the RV park and making it easier for people to find it with less confusion.

Commissioner Dimmick asked who would bear the cost of changing all the deeds. DesJarden stated he would inquire with Kent County.

- E. Creation of zoning districts related to the master plan. As discussed, there will be several land use categories in the recently adopted master plan which could be merged into the zoning districts. These would be:
- Highway Business – General Business – Commissioner LaPonsie suggested leaving this one alone for now.
 - Downtown Edge – needs to be created
 - Mixed Use – needs to be created
 - Parks and Recreation – separate this from Public
 - Private Open Space – leave this one out for now.

City Manager Pasquale stated an ordinance will be presented at the next meeting to create these districts. Also, the Commission needs to consider map amendments at the same time. LaPonsie wanted to create the new ordinance text at this time and worry about the rezoning and maps at a later time.

Pasquale referred to the question regarding dimensions. Ordinarily within those districts, there are dimensions which are mentioned in terms of setbacks. LaPonsie wanted to create the districts and then go through each individually. Pasquale stated a text amendment will be provided for the Downtown Edge, Mixed Use and Parks and Recreation. LaPonsie asked if the City had a manufactured housing district. Pasquale believed the City did at one time in the previous ordinance. He noted a definition can be provided. LaPonsie thought it

would be good to have separate requirements, as far as density and setbacks for homes in a park.

Item #5. **BUILDING INSPECTOR'S REPORT**. No comments were received.

Item #6. **PUBLIC COMMENTS**. Suzie Reinbold of 206 N. Broadway wanted to introduce herself to the Commission and indicate her interest in serving on the Planning Commission.

Item #7. **COMMISSIONERS COMMENTS**. Commissioner Doyle noted the sidewalks along S. Hudson, north of Grand Street need to be shoveled.

Commissioner Dimmick stated he spent two hours on N. Center and W. Main Streets handing out approximately 25 notices to individuals who have not cleared their sidewalks. City Manager Pasquale noted two complaints were received regarding sidewalks being cleared along W. Main Street. The Lowell Police Department was notified.

Commissioner Hodges thanked Chair LaPonsie for accepting the offer of serving as a City Councilmember. Hodges also noted he is serving as Mayor and should not serve as a Commissioner. Therefore, this would be his last meeting as designated Commissioner of the City Council. LaPonsie has been appointed by the Council to serve in this roll.

LaPonsie commented she will serve as a City Councilmember as well as a Planning Commissioner. As a Council representative, it would not be appropriate to be Chair of the Commission and a new one should be elected at the next meeting. It was noted Vice Chair Clarke Jahnke will open the next meeting.

LaPonsie stated the Kent MSU Extension United Growth for Kent County provided a series of training programs on Thursdays in February, March and April with regard to zoning for transit oriented development, planning for a low energy future, and new technologies for planning and public participation.

IT WAS MOVED BY JAHNKE to adjourn at 7:28 p.m.

DATE:

APPROVED:

Douglas L. Folsom, Chairman

Betty R. Morlock, City Clerk