

# City of Plainwell



“The Island City”

Brad Keeler, Mayor  
Lori Steele, Mayor Pro Tem  
Todd Overhuel, Council Member  
Roger Keeney, Council Member  
Randy Wisnaski, Council Member

Department of Administration Services  
211 N. Main Street  
Plainwell, Michigan 49080  
Phone: 269-685-6821  
Fax: 269-685-7282  
Web Page Address: [www.plainwell.org](http://www.plainwell.org)

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## Agenda

### Planning Commission Council Chambers June 19, 2024 6:30 pm

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes: 5/15/2024 Planning Meeting
5. Chairman’s Report
6. Public Comment
7. New Business:
  - a. Variance Request for 627 W. Bridge St. rear lot line
  - b. Discuss the first draft of the Chicken Ordinance
8. Old Business: None
9. Reports and Communications:
  - a. Council minutes 4/22/24 and 5/13/24
10. Public Comments
11. Staff Comments
12. Commissioners/Council Comments
13. Adjournment

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**CITY OF PLAINWELL  
MINUTES  
Planning Commission  
Wednesday, May 15, 2024**

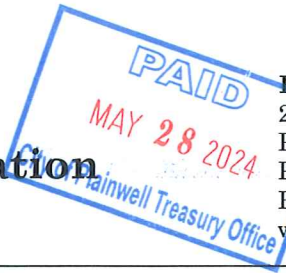
1. Call to Order at 6:32 pm by Colingsworth
2. Pledge of Allegiance
3. Roll Call:  
Present: Rachel Collingsworth, Jay Lawson, Stephen Bennett, Kevin Hammond, Lori Steele, Gary Sausaman
4. Approval of Minutes: 02/21/2024  
**Motion to approve minutes and place them on file was made by Sausaman and seconded by Lawson. All in favor vote. Motion passed.**
5. Chairperson's Report: None
6. New Business:  
Discussion regarding a Chicken Ordinance:  
**Steele** had several suggestions for implementing a Chicken Ordinance, including a permit with a fee of \$25-\$50.  
**Sausaman** stated he opposed the idea of chickens in the city limits. Enforcement is not easy. Concern with noise and smell.  
**Hammond** commented that he sees chickens in his neighborhood and public safety can't force the ordinance that currently exists by adding a new ordinance allowing chickens, can and will they be able to enforce that?  
  
**A motion was made by Bennett to continue to research and create a draft Chicken Ordinance for the Planning Commission to review. Seconded by Hammond.**  
**Motion Passed on a Roll Call Vote:**  
**Steele – yes                      Hammond – yes**  
**Collingsworth – yes        Bennett – no**  
**Lawson – yes                    Sausaman - no**
7. Old Business: None
8. Reports and Communications: 2/26/24; 3/11/24; 3/25/24; 4/8/24 minutes were reviewed and placed on file.
9. Public Comments: None
10. Staff Comments: Siegel mentioned Island City Festival; update on the Lead Abatement on the Mill; Industrial Park; 2 new businesses breaking ground this summer.
11. Commissioner Comments:  
Sausaman – mentioned that the property owner on M89 with the 6 ft fence is taking it down.  
Hammond asked if the City had money to improve the Pickleball Courts, as they are in bad shape.
12. Adjournment: Colingsworth adjourned the meeting at 7:30 p.m.



"The Island City"

# City of Plainwell Zoning Variance Application

Fee: \$150.00



Plainwell City Hall  
211 N. Main Street  
Plainwell, MI 49080  
Phone: 269-685-6821  
Fax: 269-685-7282  
www.plainwell.org

Date of Application: 05/28/24  
Property Address: 627 W. Bridge St Parcel Number: 55-100-110-00  
Owner's Name: Hunter Gordon & Charles Engner Phone #: 269-298-4772  
Owner's Mailing Address: 10603 CORA DRIVE  
PORTAGE MI  
49002

**In order to grant a variance, the applicant must satisfy all of the following conditions:**

1. There are practical difficulties or unnecessary hardships which prevent carrying out the strict letter of this chapter. Where hardships or difficulties shall not be deemed economic, but shall be evaluated in terms of the use of a particular parcel of land;
2. A genuine hardship exists because of unique circumstances or physical conditions such as narrowness, shallowness, shape or topography of the property involved or to the intended use of the property, that do not generally apply to other property uses in the same zoning district and shall not be recurrent in nature;
3. The hardship or special conditions or circumstances do not result from actions of the applicant;
4. The variance will be in harmony with the general purpose and intent of this chapter and will not cause a substantial adverse effect upon surrounding property, property values, and the use and enjoyment of property in the neighborhood or district;
5. Granting the variance will not confer on the applicant any special privilege that is denied by this chapter to other lands, structures or buildings in the same district;
6. The variance requested is the minimum amount necessary to overcome the inequality inherent in the particular property or mitigate the hardship; and/or
7. The variance shall not permit the establishment, within a district, of any use which is not permitted by right within the zoning district or any use for which a special use permit or a temporary use permit is required.

Please describe variance request: Adjustments to required  
Setbacks. (rear yard)

**Attach an accurate drawing of the site showing:**

- (a) property boundaries (b) existing and proposed buildings (c) distance from the lot lines of each existing or proposed building (d) unusual physical features of the site (e) abutting streets.

The above criteria have been explained to me and I understand that I must demonstrate that I satisfy one or more of these criteria in order to be granted a variance from the City of Plainwell's Zoning Ordinance. Additionally, I understand that if the requested variance is granted, I am in no way relieved from all other applicable requirements of the City of Plainwell Zoning Ordinance.

Signature of Applicant(s): Hunter Gordon Date of Signature(s): 05/28/24

Administrative Use Only:	
Filing Date: <u>5/28/24</u>	Date of Hearing: _____
Fee Paid: <u>5/28/24</u>	Action Taken: _____

May 28, 2024  
211 N.Main St.  
Plainwell MI 49080

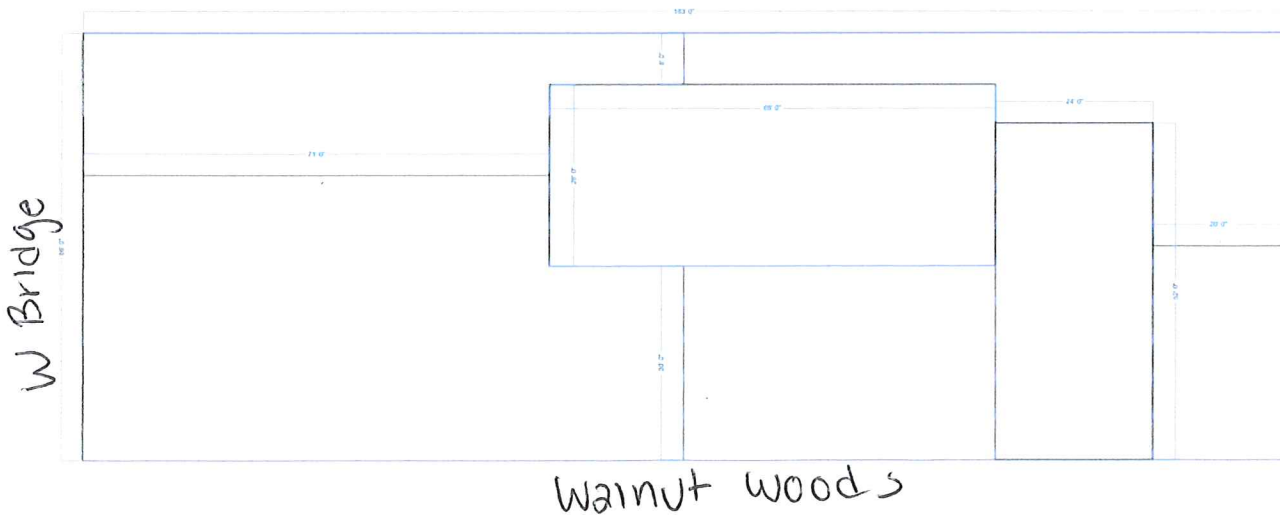
**Zoning Variance Application**  
627 W Bridge St Plainwell MI 49080

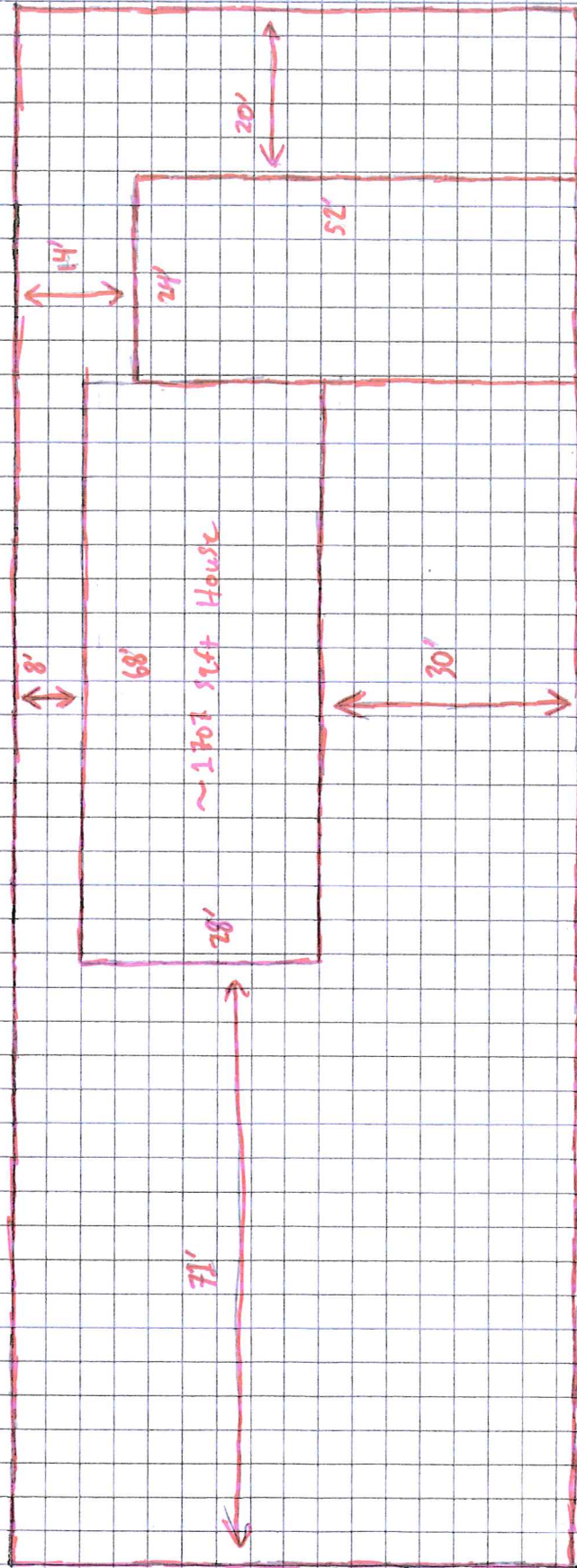
We are currently under contract for the vacant lot housed on the corner of W Bridge ST and Walnut Woods CT and are hoping to build a home. The lot itself is 66 feet in width and 183 feet in depth. This makes it nonconforming to the R-1A ordinance requiring a minimum of A 80 foot frontage and a 25 foot rear yard.

Based upon previous variance requests and documentation provided by the seller, the lot previously had a house which was demolished in 2013. That house had been constructed in 1880 and predated the Walnut Woods Ct developments, meaning the parcel has not always had two streets of frontage and two rear yards

With hopes that this variance request is accepted, we intend to put a one story 1707 sq ft. owner occupied home with a small driveway. I have attached architectural plans where we have made effort to comply to the R-1A ordinance to the best of our ability, accounting for the size of the lot. We have taken in consideration of the required 30ft setback from W.Bridge St which was a challenge faced by the previous variance request, that we however do meet. We are requesting that the rear yard setback be reduced to that of a side yard at 8ft to accommodate the home.

Sincerely,  
Hunter Gordon & Charles Rhyner  
10603 Cora drive  
Portage MI 49002  
2692984772





183'

8'

68'

28'

71'

66'

Bridge

16.5'

~1707 sqft House

20'

24'

30'

Walnut Woods

45.75'

4' 4'

# williams&works

engineers | surveyors | planners

## MEMORANDUM

**To:** City of Plainwell Zoning Board of Appeals  
**Date:** June 14, 2024  
**From:** Nathan Mehmed, AICP  
Geoffrey Batterbee  
**RE:** **627 W. Bridge Street Variance Review**

Hunter Gordon & Charles Rhyner have submitted a variance application for property located at 627 W. Bridge Street (PPN 55-160-116-00). The purpose of this memorandum is to evaluate the request pursuant to the City of Plainwell Zoning Ordinance.

**Background.** The subject property is approximately 0.34 acres in the R1-A Single Family Residential zoning district. All adjacent properties are also in the R1-A zoning district, while parcels across Bridge Street are in the R1-B Single Family Residential zoning district. The subject property is currently vacant and the applicant is proposing to construct an approximately 1,707 square foot single family home on the site, with a driveway providing access to Walnut Woods Ct.



The lot is legally nonconforming, as it is 66 feet wide and Section 53-88 of the Zoning Ordinance requires a minimum lot width of 80 feet in the R-1A district. It is also a corner lot, which results in two required front yard setbacks (Section 53-89 D). The applicant noted that the original house was built in 1880 (demolished in 2013) and the parcel predates the Walnut Wood Ct. development, which later introduced the second road and front yard. It should be noted that a previous variance request, which was approved, reduced the front yard setback on Walnut Woods from 30 feet to 20 feet; however, the current proposed dwelling would comply with the R-1A standard of 30 feet. The applicant is instead requesting a 17-foot variance from the secondary rear yard setback (so that it is similar to the side yard requirement), reducing the rear setback opposite Walnut Woods Ct. to 8 feet rather than 25 feet as required in Section 53-88. The applicant indicates that they view this as their best effort to comply with R-1A standards to accommodate their home.

### **Practical Difficulty**

When reviewing a request for a variance, the ZBA must find that a practical difficulty exists which prevents the applicant from being able to conform to the standards of the Zoning Ordinance. A practical difficulty in the context of a dimensional variance results from the physical characteristics of the land. Physical characteristics may be lot size, lot shape, or natural features such as slopes, water features, unbuildable soil, wetlands, etc., which causes an unreasonable burden to the applicant or property owner.

### **Variance Review Standards**

To approve a dimensional variance, the ZBA must find that all the standards presented in Section 53-185 A(3) are met. Following are each of those standards, followed by our remarks on each as they pertain to the request.

- a. There are practical difficulties or unnecessary hardships which prevent carrying out the strict letter of this chapter. Where hardships or difficulties shall not be deemed economic, but shall be evaluated in terms of the use of a particular parcel of land;

**Remarks:** The subject property is legally nonconforming in its width, being 14 feet narrower than required by the Zoning Ordinance. The parcel was also created before Walnut Wood Ct. was constructed (and before zoning), which allowed the original home on the property to be built with small side yard setbacks. The addition of Walnut Wood Ct. has since resulted in two front setbacks and two rear 25-foot setbacks. In order to meet all setbacks as currently required (and as permitted through previously approved variance departure) the building could be no wider than 21 feet across the nonconforming width on W Bridge Street. The Zoning Ordinance requires a width through the entire length of a dwelling of 24 feet, which cannot be met. The lot width and later creation of Walnut Wood Ct. appear to provide a practical difficulty that prevents the applicants from feasibly building a house in size similar to others in the area and in accordance with Zoning Ordinance requirements. Subject to any discussion, the ZBA may find this standard met.

- b. A genuine hardship exists because of unique circumstances or physical condition such as narrowness, shallowness, shape or topography of the property involved or to the intended use of the property, that do not generally apply to other property uses in the same zoning district and shall not be recurrent in nature;

**Remarks:** The subject property's nonconformity results in a lot that is 14 feet narrower than the minimum width required in the Zoning Ordinance. While other lots along Bridge Street also appear to have a narrower 66-foot width similar to the subject property, these other lots are not adjacent to a second street that would require a secondary front yard setback. Only the parcel across Walnut Woods Ct. would encounter the same situation as the subject property. This lot has an existing house that does not meet the 30-foot secondary front yard setback, nor does it meet the 25-yard secondary rear setback. As a result of the narrow lot width and secondary street, conforming with all setback

requirements and dwelling widths appears to create a unique hardship for the applicant. The ZBA may find this standard met.

- c. The hardship or special conditions or circumstances do not result from actions of the applicant;

**Remarks:** The limited buildable area does not result from any actions of the applicant. The lot and its circumstances are a long-standing condition. The ZBA may find this standard met.

- d. The variance will be in harmony with the general purpose and intent of this chapter and will not cause a substantial adverse effect upon surrounding property, property values and the use and enjoyment of property in the neighborhood or district;

**Remarks:** Surrounding land uses and the general character of the area is residential. The applicant is proposing to build an approximately 1,707 square foot single-family home, which is comparable in size to most other homes in the area. Almost all other homes in the area on similar narrow lots are not adjacent to a secondary road that would prohibitively limit the buildable area by creating additional front and rear setbacks. Further, the applicant's request to reduce the rear yard setback to 8 feet aligns with the side yard setback requirement for the district, maintaining a reasonable setback distance between the building and the adjacent property boundary to 617 W Bridge Street. As such, the reduction in the rear setback is not expected to create substantial adverse effects on surrounding properties. However, comments from the immediately adjacent property owners should be considered in this regard before making a determination.

- e. Granting the variance will not confer on the applicant any special privilege that is denied by this chapter to other lands, structures or buildings in the same district;

**Remarks:** The reduction of a secondary rear yard setback is unique to this property, as there are no other nonconforming, vacant lots with a secondary front yard in the surrounding area or R1-A district. Other lots with driveway access on Walnut Woods Ct. have significantly greater depths than the applicant's lot, allowing them to reasonably comply with the setback standards. Further, the dwelling located across the street at 641 W Bridge Street does not comply with the 30-foot required setback along the Walnut Woods frontage or the 25-foot required rear setback opposite the Walnut Woods frontage. Therefore, granting the variance would not confer on the applicant any special privilege that is denied by this chapter to other lands, structures, or buildings in the same district. The ZBA may find this standard met.

- f. The variance requested is the minimum amount necessary to overcome the inequality inherent in the particular property or mitigate the hardship; and/or

**Remarks:** The lot width on W Bridge Street is 14 feet narrower than the Ordinance requirement and the applicant is requesting a reduction of the rear yard setback by 17 feet. An 8-foot rear yard setback would still provide a reasonable distance between the applicant's property and its neighboring property at 617 W Bridge Street, as this distance



would comply with required side yard setbacks for the district. As previously noted, to comply with the setback standards set in Section 53-88 of the Zoning Ordinance, the building would be limited to 21 feet in width (accounting for the previously approved variance), which is not wide enough to meet the 24-foot minimum dwelling width requirement. The requested variance would also enable the applicant to comply with the required front yard zoning standards for a corner lot, for which previous variance had been granted. The ZBA should discuss the minimum necessary variance needed with the applicant. Since there is 10 feet of additional space allotted on the Walnut Woods side (due to the previous variance), the house could be shifted toward Walnut Woods, reducing the need for the rear-yard request.

- g. The variance shall not permit the establishment, within a district, of any use which is not permitted by right within the zoning district or any use for which a special use permit or a temporary use permit is required.

**Remarks:** The applicant is proposing to construct a single-family residence, which is permitted by right in the R1-A zoning district. The ZBA may find this standard met.

**Recommendation.** At the June meeting, the ZBA should consider the documents submitted and carefully listen to comments by the applicant, as well as the public. If in the judgment of the Board, all of the above standards are met and a practical difficulty exists, the Board may approve the variance. The discussion contained in this memorandum may be used as a basis for your decision.

## City of Plainwell, Allegan County, MI

**Backyard chickens.** These regulations intend to allow the raising of backyard chickens in single-family neighborhoods while protecting the urban character of the community. The keeping of backyard chickens is distinct from the consideration of keeping other types of animals because chickens do not graze and require a small, contained area that is in keeping with the lot sizes in the City of Plainwell.

No person shall keep chickens unless they obtain a backyard chicken permit and comply with the following conditions:

1. The keeping of chickens is permitted only on lots where the principal use is a single-family dwelling. R1A and R1B.
2. Chickens are prohibited in the CBD, R1C, R2, RMH, C1, C2, CS, I, PUD
3. The maximum number of chickens permitted per property shall be three (3). Roosters are prohibited.
4. Chickens must be maintained in a fully enclosed, roofed structure at all times.
5. The enclosure must be constructed of permanent residential building materials suited for the purpose intended, and in a manner, which serves to enhance the aesthetic appearance of the neighborhood or surrounding area.
6. All areas accessible to the chickens, including the coop and run, shall be contained in a single structure not to exceed sixty (60) square feet in footprint and six (6) feet in height measured from the grade.
7. The enclosure must have chicken wire or similar material embedded twelve (12) inches into the ground around the enclosure to deter predators from digging under the enclosure wall.
8. The enclosure shall be located in the rear yard and at least twenty (20) feet from the side and rear property lines.
9. The enclosure must be maintained in a clean and orderly fashion.
10. Chicken feed must be kept in a vermin-proof sealed container.
11. Slaughtering of chickens is not permitted.
12. Eggs cannot be sold.
13. The applicant shall pay the fee required by the fee resolution periodically adopted by the city council.
14. Applications for backyard chicken permits issued at the City Administration Office.
15. An initial backyard chicken permit shall be valid indefinitely or until the property is sold or transferred to another owner unless suspended or revoked.

**MINUTES**  
**Plainwell City Council**  
**April 22, 2024**

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. The invocation was given by Jarod Bowen of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 04/08/2024 regular meeting. On a voice vote, all voted in favor. Motion passed.**
6. Public Comment:
  1. Mike Villar - introduced himself, and shared that he is running for Allegan County Prosecutor.
  2. Lisa Whitaker of 215 Washington St. stated that she had not received a letter, or any other communication, and would like a project time line. She stated she is not paying for a service, she is being robbed.
  3. Adam Mitzel of 669 Glenview- shared he has worked in construction for 20 years, and that the Old Orchard project isn't going well. The roads are bad- they are uneven, slushy, and soft in many places. He reported that he had heard the contractor had previously been sued and filed bankruptcy. He asked about boil water advisories.
  4. Darren Fish of 720 Glenview- stated that there is a large hill in front of his property, and the contractor parked heavy equipment in his yard over his septic system.
  5. Brad Warner of 711 Glenview- supported Darren Fish's statement about construction equipment parked in his yard.
  6. Josh Brennan of 780 Glenview- asked for leniency repaying the assessment. He inquired about financial assistance, or a special payment plan for those who can't afford it. He asked how city sewer was an improvement, and about the failure of septic systems.
  7. Lauren Wilgenhof of 721 Thomas- asked for an explanation of the tap fee, and if taxes will go up.
  8. Jim Bowers off 727 Glenview- reported humps and uneven ground in front of his driveway, and asked if a licensed plumber had to be hired, or if he was able to get a permit himself.
  9. Bob Munch of 114 Russet- said that Allegan County states that a septic tank should be decommissioned, but he was told by Wray's Septic that it is not necessary. He asked about payment order.
  10. Pam Waterman of 765 Glenview- asked when the hook up fee could be paid.
7. County Commissioner Report: Commissioner Dugan gave an update on current and upcoming projects in Allegan County. He provided Council with a hand out titled 'A Decade of Achievements in Allegan County', highlighting improvements, projects and ongoing community support. Mayor Pro-Tem Steele asked Commissioner Dugan to discuss reoccurring traffic violations on 12<sup>th</sup> St. with Allegan County, stating that it continues to be a dangerous stretch of road, and would benefit from a heavier police presence.
8. Agenda approval:  
**A motion by Steele, seconded by Overhuel, to approve the Agenda for the April 22, 2024 meeting as presented. On a voice vote, all voted in favor. Motion passed.**

9. Mayor's Report: Mayor Keeler shared that he had attended the funeral service held for E.J. Hart, and offered condolences to his family. He also asked for support for the Harrington family.

10. Recommendations and Reports:

- A. Director Callahan discussed the purchase of firefighter gear from West Shore Fire.  
**A motion by Wisnaski, seconded by Keeney, approving the purchase of fire gear from West Shore Fire for \$8025.15. On a roll call vote, all voted in favor. Motion passed.**
- B. City Manager Lakamper discussed Resolution 2024-11 (Resolution No. 4), the next step in the Old Orchard Project Special Assessment District.  
**A motion by Keeney, seconded by Wisnaski, adopting Resolution 2024-11 (Resolution No. 4) for Old Orchard Special Assessment District 24-01, acknowledging the filing and presentation of the Special Assessment Roll to City Council and setting a public hearing for May 13, 2024. On a roll call vote, all voted in favor. Motion passed.**
- C. City Manager Lakamper discussed an amendment to the professional services agreement with Fleis and Vandenbrink.  
**A motion by Overhuel, seconded by Steele, amending the professional services agreement with Fleis and Vandenbrink Engineering, Inc. to include consultation and construction management of the Old Orchard Project for a total cost of \$286,200.00. On a roll call vote, all voted in favor. Motion passed.**
- D. City Manager Lakamper discussed a 3-year assessing services contract with Michael Richmond.  
**A motion by Overhuel, seconded by Keeney, approving a three-year contract with Michael Richmond for Assessing Services and authorizing the City Manager to execute all documents related to the approved action. On a roll call vote, all voted in favor. Motion passed.**

11. Communications:

**A motion by Steele, seconded by Overhuel, to accept and place on file the March Water Renewal and Department of Public Safety reports and the draft 4/11/2024 Parks & Trees Meeting Minutes. On a voice vote, all voted in favor. Motion passed.**

12. Accounts Payable:

**A motion by Wisnaski, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$35,874.17 for payment of same. On a roll call vote, all voted in favor. Motion passed.**

13. Public Comments:

- 1. Brad Warner of 711 Glenview- asked why interest was being charged on the assessment.
- 2. Lisa Whitaker of 215 Washington- stated she would not vote for any of the current members of Council.
- 3. Lauren Wilgenhof of 721 Thomas- asked how to properly decommission a septic tank.

14. Staff Comments:

Treasurer/Finance Director Kelley reported working on the budget and working with Clerk Leonard to prepare for the May 7, 2024 election.

Superintendent Nieuwenhuis shared that the Water Tower flush inspection is finished and went well. Hydrant flushing begins on 4/26/24.

Community Development Manager Siegel discussed exercise equipment designated for Sherwood park. She shared that Plainwell's Social District was approved, and will open May 1<sup>st</sup>.

Manager Lakamper gave further information on the Social District, stating that it allows alcoholic beverages in specially marked cups purchased from participating businesses to be consumed within the designated District. He discussed the inspection and sale of the William Crispe house.

Clerk Leonard discussed the election being held on May 7<sup>th</sup>, stating that it is a school election, and that further information could be obtained by contacting the school.

15. Council Comments: Mayor Pro-Tem Steele thanked everyone for coming, stating that she understands the financial concerns being shared. She said the Old Orchard project is long overdue and must be done as sewer access is important.
16. Adjournment:  
**A motion by Steele, seconded by Overhuel, to adjourn the meeting at 8:07 PM. On a voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
Submitted by,  
JoAnn Leonard  
City Clerk

MINUTES APPROVED BY CITY COUNCIL  
May 13, 2024

  
\_\_\_\_\_  
JoAnn Leonard, City Clerk

**MINUTES**  
**Plainwell City Council**  
**May 13, 2024**

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. The invocation was given by Peter Dams of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 04/22/2024 regular meeting. On a voice vote, all voted in favor. Motion passed.**
6. Public Comment: None.
7. County Commissioner Report: None.
8. Agenda approval:  
**A motion by Steele, seconded by Overhuel, to approve the Agenda for the May 13, 2024 meeting as presented. On a voice vote, all voted in favor. Motion passed.**
9. Mayor's Report: Mayor Keeler offered condolences to the family of Jim Higgs, saying Jim will be sorely missed.
10. Recommendations and Reports:
  - A. Community Development Manager Siegel introduced Larry Gonzalez, who discussed events and activities planned for the 2024 Island City Festival.  
**A motion by Overhuel, seconded by Steele, to approve Special Event Permit 24-13 as presented. On a roll call vote, all voted in favor. Motion passed.**
  - B. Community Development Manager Siegel discussed a Special Event Permit 24-05 for the Memorial Day Parade.  
**A motion by Keeney, seconded by Wisnaski, to approve Special Event Permit 24-05 as presented. On a roll call vote, all voted in favor. Motion passed.**
  - C. **A motion by Steele, seconded by Overhuel, to open a Public Hearing at 7:12pm to allow comment on Old Orchard Special Assessment District 2024-01. On a voice vote, all in favor. Motion passed.**

City Manager Justin Lakamper and City Attorney Blake Conklin discussed Old Orchard Special Assessment District 24-01. A presentation was given with information on the \$7,500 proposed assessment amount, including how to object to the assessment, the annual payment amount, due date, interest rate and terms of repayment.

  1. Bob Munch of 114 Russet- Thanked Utility Billing Specialist Penny Soper for noticing a change in his water usage for the month and calling to let him know. He asked about redundant sewer lines, and how the plans had been reviewed, stating that 1.1 million seemed high for service to 57 homes. He asked if anyone had looked at the prints, and knew the per foot cost of sewer line installation.

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2. Gary Harris of 130 Glenview- Stated that he understands it's an improvement. He asked why funds weren't raised prior to the project to cover more of the cost, as opposed to making Old Orchard residents cover it. He stated that planning and foresight are lacking, and asked Council if they had experience running a project of this size. He asked about the 10% assessment change, and if that would require a Public Hearing. He asked if the public right of way began 35ft from the center of the street, and if his septic system or drain field would incur damage during construction. He asked if his driveway would be repaired. He objected to the assessment, preserving his right to appeal.
3. Linda Carribino of 115 Russet- Asked if she will be notified of when digging will begin on Russet Drive.
4. Marla Curtiss of 729 Glenview- Asked if she could work with the contractor and discuss placement of the lateral in her right of way. She shared that connection to city sewer from Cherrywood may be a more cost-effective option for her property.
5. Jim Bowers of 727 Glenview- Stated there is a manhole cover in front of his driveway, and asked if the system dead-ended there.
6. Cris Macklin of 808 Thomas St.- Asked if he could work with the contractor on lateral placement for his property.
7. Lauren Wilgenhof of 721 Thomas- Asked if she could move her lateral placement.
8. George Austin of 834 Thomas St- Asked why the project is happening now, and where tax money has gone. He stated he is an engineer who works on capital projects, and would like improved communication. He is concerned about the safety of kids and pets in the construction area. He objected to the assessment, preserving his right to appeal.
9. Bonnie Fowler of 710 Glenview- Asked if the City had applied for any grants and if so, which ones. She asked if lawns will be reseeded and repaired. She asked if a payment schedule will be mailed out, and if the interest rate is fixed. She asked where money for the new water lines was coming from.
10. Lori Steele of 324 S. Sherwood- Shared that she is a bus driver, and understands that construction is an inconvenience for everyone in the neighborhood.
11. Kyle Vankammen of 774 Glenview- Asked if Thurl Cook park will remain closed during construction. He asked if routine septic system maintenance and repair was permitted, and who, buyer or seller, would be responsible for the assessment fee if he were to sell his home.

City Manager Justin Lakamper, City Attorney Blake Conklin, Fleis & Vandenbrink Engineer Jeff Wingard, and Superintendent Bob Nieuwenhuis discussed Special Assessment District 24-01, answering property owners' questions when possible.

**A motion by Steele, seconded by Overhuel, to close the Public Hearing at 8:18pm. On a voice vote, all in favor. Motion passed.**

**A motion by Steele, seconded by Overhuel, to adopt Resolution 2024-12 (Resolution No. 5), to confirm the special assessment roll; specify that the Special Assessment constitutes a lien; and provide for the payment and collection of Special Assessments for the Old Orchard Special Assessment District 24-01. On a roll call vote, all voted in favor. Motion passed.**

- D. City Manager Lakamper discussed USA Earthworks LLC Pay Application #1 for work done on the Old Orchard Project.

**A motion by Wisnaski, seconded by Keeney, approving USA Earthworks Pay Application #1 in the amount of \$173,898.72. On a roll call vote, all voted in favor. Motion passed.**

- E. Director Callahan discussed necessary repairs to the generator and electrical and lighting systems on the 1997 HME Fire Apparatus.

**A motion by Keeney, seconded by Wisnaski, to approve repairs to the 1997 HME Fire Apparatus in an amount not to exceed \$9,000.00. On a roll call vote, all voted in favor. Motion passed.**

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11. Communications:

**A motion by Steele, seconded by Overhuel, to accept and place on file the April 2024 Investment and Fund Balance reports and the April Water Renewal report. On a voice vote, all voted in favor. Motion passed.**

12. Accounts Payable:

**A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$321,405.46 for payment of same. On a roll call vote, all voted in favor. Motion passed.**

13. Public Comments: None.

14. Staff Comments:

Treasurer/Finance Director Kelley stated that he is working on the budget.

Personnel Coordinator Kersten had nothing to report.

Superintendent Nieuwenhuis said that City flowers and hanging baskets were being put out over the next week.

Community Development Manager Siegel talked about the Farmer's Market and shared that Taplin was doing a great job on the lead abatement project on the Old Mill buildings.

Director Callahan stated that Public Safety had made the transition from Sig Saur pistols to Glocks.

Clerk Leonard shared that the May school election went well, stating that it wouldn't have been possible without the support of the Election Staff and the community as a whole.

Manager Lakamper provided an update on the closing of the sale of the William Crispe House. He shared that the City had hired a Wastewater Deputy who will start soon and train with Superintendent Pond.

15. Council Comments:

Mayor Pro Tem Steele offered condolences to the Higgs family, sharing that Jim was a wealth of historical information. She reminded everyone about the PHS pictures that currently are hanging in the Council Chambers.

Council member Overhuel offered condolences to the Higgs family, sharing a personal story about how Jim inspired him to work in radio by giving him his first radio job, and stating that he will be missed. He also shared that he feels for the residents in the Old Orchard during construction.

16. Adjournment:

**A motion by Steele, seconded by Overhuel, to adjourn the meeting at 8:34 PM. On a voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
Submitted by,  
JoAnn Leonard  
City Clerk

MINUTES APPROVED BY CITY COUNCIL  
May 28, 2024

  
JoAnn Leonard, City Clerk



**MINUTES**  
**Plainwell City Council**  
**May 13, 2024**

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. The invocation was given by Peter Dams of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 04/22/2024 regular meeting. On a voice vote, all voted in favor. Motion passed.**
6. Public Comment: None.
7. County Commissioner Report: None.
8. Agenda approval:  
**A motion by Steele, seconded by Overhuel, to approve the Agenda for the May 13, 2024 meeting as presented. On a voice vote, all voted in favor. Motion passed.**
9. Mayor's Report: Mayor Keeler offered condolences to the family of Jim Higgs, saying Jim will be sorely missed.
10. Recommendations and Reports:
  - A. Community Development Manager Siegel introduced Larry Gonzalez, who discussed events and activities planned for the 2024 Island City Festival.  
**A motion by Overhuel, seconded by Steele, to approve Special Event Permit 24-13 as presented. On a roll call vote, all voted in favor. Motion passed.**
  - B. Community Development Manager Siegel discussed a Special Event Permit 24-05 for the Memorial Day Parade.  
**A motion by Keeney, seconded by Wisnaski, to approve Special Event Permit 24-05 as presented. On a roll call vote, all voted in favor. Motion passed.**
  - C. **A motion by Steele, seconded by Overhuel, to open a Public Hearing at 7:12pm to allow comment on Old Orchard Special Assessment District 2024-01. On a voice vote, all in favor. Motion passed.**

City Manager Justin Lakamper and City Attorney Blake Conklin discussed Old Orchard Special Assessment District 24-01. A presentation was given with information on the \$7,500 proposed assessment amount, including how to object to the assessment, the annual payment amount, due date, interest rate and terms of repayment.

  1. Bob Munch of 114 Russet- Thanked Utility Billing Specialist Penny Soper for noticing a change in his water usage for the month and calling to let him know. He asked about redundant sewer lines, and how the plans had been reviewed, stating that 1.1 million seemed high for service to 57 homes. He asked if anyone had looked at the prints, and knew the per foot cost of sewer line installation.

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2. Gary Harris of 130 Glenview- Stated that he understands it's an improvement. He asked why funds weren't raised prior to the project to cover more of the cost, as opposed to making Old Orchard residents cover it. He stated that planning and foresight are lacking, and asked Council if they had experience running a project of this size. He asked about the 10% assessment change, and if that would require a Public Hearing. He asked if the public right of way began 35ft from the center of the street, and if his septic system or drain field would incur damage during construction. He asked if his driveway would be repaired. He objected to the assessment, preserving his right to appeal.
3. Linda Carribino of 115 Russet- Asked if she will be notified of when digging will begin on Russet Drive.
4. Marla Curtiss of 729 Glenview- Asked if she could work with the contractor and discuss placement of the lateral in her right of way. She shared that connection to city sewer from Cherrywood may be a more cost-effective option for her property.
5. Jim Bowers of 727 Glenview- Stated there is a manhole cover in front of his driveway, and asked if the system dead-ended there.
6. Cris Macklin of 808 Thomas St.- Asked if he could work with the contractor on lateral placement for his property.
7. Lauren Wilgenhof of 721 Thomas- Asked if she could move her lateral placement.
8. George Austin of 834 Thomas St- Asked why the project is happening now, and where tax money has gone. He stated he is an engineer who works on capital projects, and would like improved communication. He is concerned about the safety of kids and pets in the construction area. He objected to the assessment, preserving his right to appeal.
9. Bonnie Fowler of 710 Glenview- Asked if the City had applied for any grants and if so, which ones. She asked if lawns will be reseeded and repaired. She asked if a payment schedule will be mailed out, and if the interest rate is fixed. She asked where money for the new water lines was coming from.
10. Lori Steele of 324 S. Sherwood- Shared that she is a bus driver, and understands that construction is an inconvenience for everyone in the neighborhood.
11. Kyle Vankammen of 774 Glenview- Asked if Thurl Cook park will remain closed during construction. He asked if routine septic system maintenance and repair was permitted, and who, buyer or seller, would be responsible for the assessment fee if he were to sell his home.

City Manager Justin Lakamper, City Attorney Blake Conklin, Fleis & Vandenbrink Engineer Jeff Wingard, and Superintendent Bob Nieuwenhuis discussed Special Assessment District 24-01, answering property owners' questions when possible.

**A motion by Steele, seconded by Overhuel, to close the Public Hearing at 8:18pm. On a voice vote, all in favor. Motion passed.**

**A motion by Steele, seconded by Overhuel, to adopt Resolution 2024-12 (Resolution No. 5), to confirm the special assessment roll; specify that the Special Assessment constitutes a lien; and provide for the payment and collection of Special Assessments for the Old Orchard Special Assessment District 24-01. On a roll call vote, all voted in favor. Motion passed.**

- D. City Manager Lakamper discussed USA Earthworks LLC Pay Application #1 for work done on the Old Orchard Project.

**A motion by Wisnaski, seconded by Keeney, approving USA Earthworks Pay Application #1 in the amount of \$173,898.72. On a roll call vote, all voted in favor. Motion passed.**

- E. Director Callahan discussed necessary repairs to the generator and electrical and lighting systems on the 1997 HME Fire Apparatus.

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JoAnn Leonard  
City Clerk

MINUTES APPROVED BY CITY COUNCIL  
May 28, 2024

  
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