

City of Plainwell



“The Island City”

Rick Brooks, Mayor
Lori Steele, Mayor Pro-Tem
Brad Keeler, Council Member
Roger Keeney, Council Member
Todd Overhuel, 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

Agenda Planning Commission June 19, 2019 7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes: 06/05/19 Planning Meeting
5. Chairman’s Report

6. New Business: None

Close Planning Commission/ Open Public Hearing:

Public Hearing for:

- A. 720 N. Main Rezone Application: Re-zone 720 N. Main from C1, Local Commercial District, to SB, Service Business District, AND a Special Use Permit Application to have an animal clinic in the Service Business District. Williams and Works has reviewed the rezoning and suggested the SB as it conducive with our future land use map.

Close Public Hearing/ Open Planning Commission

7. Old Business:

- A. 2019-2024 Capital Improvement Plan (CIP): Planning Commission will review Final CIP prior to going to Council for final approval.
- B. Marihuana recommendation to Council by November 25, 2019

8. Reports and Communications:

- A. 5/28/19 Council minutes

9. Public Comments

10. Staff Comments

Community Development Manager, Denise Siegel
Zoning permits for June – 1

11. Commissioners/ Council Comments

12. Adjournment

The City of Plainwell is an equal opportunity provider and employer

**CITY OF PLAINWELL
MINUTES
Planning Commission
June 5, 2019**

1. Call to Order at 7:01 p. m. by Lubic
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Jay Lawson, Rachel Colingsworth, Jim Higgs, Lori Steele, Diana Lubic, Stephen Bennett
Excused: Gary Sausaman
4. Approval of Minutes – 05/01/19
Higgs motioned to approve minutes, as received seconded by Lawson. Minutes approved on an all in favor voice vote.
5. Chairperson’s Report: - None
6. New Business –
 - A. 720 N. Main Rezone Application: First Reading to re-zone 720 N. Main from C1 to SB (service business) was discussed, along with a special use permit for a holistic animal clinic to utilize 720 N. Main. Dr. Shawn Dolan and Scott Merlett were present to answer questions. **A motion was made by Higgs to set a public hearing on June 19 at 7 p.m. for both the re-zone and special use permit and seconded by Steele.**
 - B. Review of the CIP draft copy 2019-2024. One suggestion by Lubic was to add a city map to reference where the CIP projects were taking place.
7. Old Business: None
8. Public Comments – None
9. Reports and Communications:
 - A. 4/22/19 & 05/13/19 Council Minutes reviewed by Commission
10. Staff Comments:

Denise Siegel, Community Development Manager shared information on

 - Highland Ridge Ribbon Cutting, June 14 at 11:30 a.m. located at 126 E. Bridge
 - Update on vacant buildings in CBD, 112 N. Main and 200 E. Bridge are the only vacant buildings remaining at this time.
 - Special events coming up re: the Sesquicentennial and Plainwell Days Festival
12. Commissioner Comments: non
13. Adjournment:

Lubic adjourned the meeting at 7:39 p.m.

Minutes submitted by Denise Siegel, Community Development Manager



RE-ZONING APPLICATION

Permit No.# 2019 -01
Parcel #55-240-006-00
Fee: \$200.00 – Waived

1. Owner/Applicant: Name: Marlett Scott
(Last) (First) (M.I.)
Address: 15092 Lockshore Rd. Hickory Corners, MI 49060
(Street & No.) (City) (State-Zip)
Phone: 616-633-1749
(Home) (Work)
2. Describe Request: to rezone 720 N. Main St. from C1 to SB (service business) to better fit with our Master Plan and allow for a new business to occupy the property.
3. Legal Description of Property: _____ Lots 6 & 7 Orchard Acres Sec. 20 & 29 T1N R11W
4. Address of Property: 720 N. Main St. (Premier Printing)
5. Attach an accurate Drawing of the Site Showing:
 - a) Property Boundaries
 - b) Existing and proposed buildings
 - c) The distance from the lot line of each existing or proposed building.
 - d) Unusual physical features of the site.
 - e) Abutting streets
6. Names and Addresses of all other persons, firms or corporations having a legal interest in the property:
Shawn P Dolan DVM PLC DBA Renewed Animal Wellness

“I understand that if the zoning change is granted, I am in no way relieved from all other applicable requirements of the City of Plainwell Zoning Ordinance.”

Applicant/Owner Signature:

X _____ Date: _____



PAID

MAY 22 2019

Plainwell Treasury Office

CITY OF PLAINWELL

211 N. Main Street
Plainwell, Michigan 49080-1370

Phone: 269-685-6821
Fax: 269-685-7282

SPECIAL USE PERMIT APPLICATION

1. Owner/Applicant: Name: MARLETT SCOTT P Fee: \$100.00
(Last) (First) (M.I.)
- Address: 15092 LOCKSHORE RD HICKORY CORNERS,
(Street & No.) (City) (State-Zip) MI 49060
- Phone: 616-633-1749
(Home) (Work)
2. Request is for a Special permit to (Specify Use): APPROVAL TO BUY
PREMIER PRINTING FOR USE AS VETERINARY WELLNESS CENTER
3. Legal Description of Property: LOTS 6 & 7 ORCHARD ACRES SEC
20 & 29 TIN R11W
4. Address of Property: 720 N. MAIN ST
5. Present Use and Zoning of Property: COMMERCIAL PRINTER/WAREHOUSE, C-1
6. Attach an Accurate Drawing Showing:
- a) Property boundaries
 - b) Existing structures
 - c) Location of abutting streets
 - d) Existing zoning on adjacent properties
 - e) Proposed new structures
 - f) Locations of buildings on adjacent properties
7. Names and Addresses of all other persons, firms or corporations having a legal interest in the property: PURCHASING FOR SHAWN P DOLAN
DVM PLC DBA RENEWED ANIMAL WELLNESS
8. Applicant/Owner Signature:
 X _____

Official use only

Date of Application _____
 Fee amount _____ date _____
 Council Action _____ date _____
 Effective date _____

Google Maps

720 N Main St

North

Premier Printing Building proposed for purchase as Veterinary Wellness Center



Imagery ©2019 Google, Map data ©2019 Google

South

Prepared by Scott Marlett

MINUTES
Plainwell City Council
May 28, 2019

1. Mayor Pro-Tem Steele called the regular meeting to order at 7:14 PM in City Hall Council Chambers.
2. Curt Fields, as General Ulysses Grant, gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Pro-tem Steele, Councilmember Keeler, and Councilmember Overhuel. Absent: Mayor Brooks and Councilmember Keeney.
5. Approval of Minutes/Summary:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 05/13/2019 regular meeting and the Council Minutes. On voice vote, all voted in favor. Motion passed.
6. Public Comment: None
7. County Commissioner Report: None
8. Agenda Amendments: None
9. Mayor's Report:
Mayor Pro-Tem thanks Curt Fields who gave a presentation as General Ulysses Grant, complete with his Honor Guard, prior to the Council Meeting.
10. Recommendations and Reports:

A. A motion by Overhuel, seconded by Keeler, to open a Public Hearing at 7:17pm. On a voice vote, all in favor. Motion passed.

Treasurer Siegel presented an application from Tokusen Hytech, Inc. for an Industrial Facility Tax (IFT) property tax abatement for a recently approved building addition. The estimated value of the building is \$1,432,376 and the estimated value of the personal property equipment is \$2,070,000.

Richard Graff, President of Tokusen Hytech, briefed Council on the operation of his facility and that the improvements will streamline the process flow making production more efficient. He thanked Council for their support and consideration.

No public comment.

A motion by Overhuel, seconded by Keeler, to close the Public Hearing at 7:20pm. All in favor. Motion Carried.

A motion by Keeler, seconded by Overhuel, to adopt Resolution 19-13 to approve the IFT Tax Abatement Application for Tokusen Hytech, Inc.. On a voice vote, all voted in favor. Motion passed.

- B.** City Manager Wilson presented a contract with the Michigan Department of Transportation for planned crack sealing work on the runway at the Plainwell Municipal Airport. The State requires a resolution naming the authorized representative for the city to execute all documents related to the contract.
A motion by Keeler, seconded by Overhuel, to adopt Resolution 19-14 authorizing the City Manager to execute all documents related to the Airport Crack Sealing Project. On a voice vote, all voted in favor. Motion passed.
- C.** Community Development Manager Siegel presented the Sherwood Park Restroom Project bids where one firm submitted a qualified bid for a project cost of \$44,850.00. She reported that the Michigan Department of Natural Resources has final say regarding the project parameters.
A motion by Overhuel, seconded by Keeler, to accept the bid from Quality Precast, Inc. for \$44,850.00 for the Sherwood Park Restroom, pending approval from the MDNR Recreation Passport Grant. On a roll-call vote, all voted in favor. Motion passed.
- D.** Superintendent Pond reported a biennial project to maintain the disinfection feed equipment at the Water Renewal Plant.
A motion by Overhuel, seconded by Keeler, to approve the project for maintenance of the disinfection feed equipment with RS Technical Services at a cost of \$4,523.12. On a roll-call vote, all voted in favor. Motion passed.
- E.** Superintendent Pond reported parts used in the primary clarifier have reached the end of their useful life and need replacement. The useful life of the equipment is approximately 20 years.
A motion by Overhuel, seconded by Keeler, to approve the purchase of five (5) drive jaw and sprocket assemblies for the primary clarifier from Brentwood Industries at a cost of \$6,064.25. On a roll-call vote, all voted in favor. Motion passed.
- F.** **A motion by Overhuel, seconded by Keeler, to approve the draft BRA/TIFA/DDA Budget for review by the BRA/TIFA/DDA Board. On a roll-call vote, all voted in favor. Motion passed.**
- G.** Treasurer Kelley reported a Public Hearing to consider the city-wide budget is to be set for the second meeting in June, as required by Charter.
A motion by Overhuel, seconded by Steele, to set a Public Hearing for June 24, 2019 to consider the 2019/2020 Plainwell City Budget. On a voice vote, all voted in favor. Motion passed.
- H.** Manager Wilson asked Council to consider a project for staff to work on paving large sections of West Bridge near Brigham and Prince Streets at an estimated cost of \$10,000.00, plus labor.
A motion by Overhuel, seconded by Keeler, to authorize staff to repair West Bridge Street near Brigham and Prince Streets at a cost of \$10,000.00, plus labor. On a voice vote, all voted in favor. Motion passed.

11. Communications:

- A.** **A motion by Keeler, seconded by Overhuel, to accept and place on file the April 2019 Water Renewal Report. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

- A motion by Keeler, seconded by Overhuel, that the bills be allowed and orders drawn in the amount of \$40,599.50 for payment of same. On a roll call vote, all in favor. Motion passed.**

13. Public Comments: None

14. Staff Comments

Superintendent Nieuwenhuis reported work in the Old Harding's Lot was underway.

Community Development Manager Siegel reported the Farmers Market opened successfully on May 23. She also noted several Sesquicentennial Celebration events. She reported Highland Ridge opened on Memorial Day and will have a ribbon cutting ceremony on June 14 at 11:30am.

Superintendent Pond reported new staff member Kim Brown is working well with the lab work.

Clerk/Treasurer Kelley reporting working on the budget and training new staff.

15. Council Comments:

None.

16. Adjournment:

A motion by Overhuel, seconded by Keeler, to adjourn the meeting at 7:44 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer