

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

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Agenda Planning Commission February 7, 2018 7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes: 01/17/18 Planning Meeting
5. Chairman’s Report
6. New Business:
7. Old Business:
 - A. Review Draft of zoning text amendments for the Industrial Districts
 - B. Review Draft of the Community Engagement Statement
8. Public Comment
9. Reports and Communications:
 - A. 12/27/17 and 01/08/18 Council minutes
10. Staff Comments
 - A. City Updates
11. Commissioners Comments
12. Adjournment

The City of Plainwell is an equal opportunity provider and employer

**CITY OF PLAINWELL
MINUTES
Planning Commission – Joint Meeting
January, 17, 2018**

1. Call to Order at 7:00 p. m. by Chair Lubic
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Jay Lawson, Lori Steele, Diana Lubic, Rachel Colingsworth, Jim Higgs and Gary Sausaman,
Excused: Chris Haas
City Council Members – Roger Keeney, Mayor Brooks
4. Approval of Minutes – 12/16/17
Higgs motioned to approve minutes as received seconded by Lawson. Minutes approved on an all in favor voice vote.
5. Chairperson’s Report: Lubic wanted to publicly thank Officer Aaron Chapman for his quick response to a 911 call at her residence. Officer Chapman offered comfort and compassion and she truly is thankful for our Public Safety Department.
6. New Business:
A. Electronic Sign permit for Aubree’s. Higgs motioned and recommended the sign be approved and move to Council Agenda, Sausaman seconded. All approved.
7. Old Business:
None
8. Reports and Communications:
A. Accepted the 11/27/17 & 12/11/17 Council Minutes. **Minutes were accepted as presented.**
9. **Open Public Hearing for Auto Image Special Use Permit.**
A. Public Hearing – Auto Image requesting a special use permit to obtain a Class B vehicle license to sell used cars. Mike Gherardi presented the reason for wanting this license was mainly to obtain insurance for his business that he is not eligible for without a Class B License. He also stated and Planning agreed that no more than 5 or 6 cars per year would be sold from his business.

Public Comments: Business Owner Andy Roach, Drew Telcome, voiced concern over the amount of traffic it may cause and the amount of cars allowed to be sold. He was concerned as well about how the City would keep track of the number of cars sold on Auto Image Property.

The Public Hearing was closed with a motion by Lawson and seconded by Steele. With no further discussion a motion to allow Auto Image to sell no more than 5 cars per year on his property, and email Siegel when he has sold a vehicle, so the City has an accurate count, was made by Lawson and seconded by Steele. An all in favor vote to recommend this motion to Council was voted on and passed.

10. **Open Joint Meeting with City Council**

Williams & Works, Max Dillivan, presented an exercise to combine the M-1 and M-2 zones. This is in connection with our Implementation Matrix, in the Master Plan to create flexible regulations for the Industrial Park and surrounding Manufacturing area.

Planning Commission and City Council went through the exercise and discussed each of the listed uses to determine if it should be a Permitted Use; a Special Land Use; or Not Permitted.

Similar Use Provision will be added to the Ordinance. This will allow the Zoning Administrator to classify a use based on standards or to forward that determination to the Board of Zoning Appeals to make final determination.

Dillivan will finalize the notes and present the new M-1 Zoning standards and the Similar Use Provision language to the Planning Commission in March.

11. Pubic Comments

Peter Dams resident on Miller Road just mentioned that he was good with the Public Hearing comments.

12. Staff Comments:

Siegel, Community Development Manager, reported out on the Implementation Matrix of the Master Plan, highlighting to Council and Planning Commission the City's progress in completing the desire goals and objectives of the Master Plan.

- Review of the Zoning Ordinance process and procedures
- Adopting new zoning requirements – Create flexible regulations for the Industrial Park
- River to River Trail Strategic Plan Committee – we have been working on this Master Plan with surrounding jurisdiction for the last 2 years.
- Convert the Paper Mill and site to mixed development including employment based land uses. Sweetwater's
- Conduct an annual review of the Master Plan to determine progress
- Work with business owners to cross promotes business and attractions in the community.
 - ✓ City business directory; businesses are collaborating on marketing and events; Golden Tickets funded by Midway Chevrolet
- Projects underway or completed
 - ✓ Harding's Redevelopment Site – now Ace Hardware
 - ✓ Dog Park – Met our grant goal raised a total of \$43,000- Fence Bids went out yesterday, 1/16/18.
 - ✓ Restroom in Sherwood Park, DNR Rec grant – underway
 - ✓ Pickle Ball Court in Thurl Cook Park – underway

Wilson, City Manager, reported that the EPA announces Plainwell Paper site is included on the initial list of National Priorities List (NPL) sites with the greatest expected redevelopment and commercial potential.

13. Commissioner Comments:

Mayor Brooks, thanked Max Dillivan for the work and guiding them through the exercise. He also welcomed Rachel Colingsworth to the Planning Commission. Lubic, wanted again to thank her neighbors for their support, it speaks highly of Plainwell when people are so willing to help their neighbor.

14. Adjournment:

The meeting was adjourned at 8:48 p.m.

Minutes submitted by Denise Siegel, Community Development Manager

MEMORANDUM

To: City of Plainwell Planning Commission and City Officials
Date: January 29, 2018 (February 7 meeting)
From: Maxwell Dillivan, AICP
RE: **Zoning Text Amendment: Industrial Districts**

Overview

During the January 17th Joint Special Meeting, City Officials, Planning Commissioners, and City Councilmembers engaged in an exercise to review and revise the City's two industrial districts, M-1 Restricted Manufacturing Districts and M-2 General Manufacturing District. Recently, the City has received several inquiries regarding proposed developments and uses within the two districts, and what became evident was that the permitted and special land uses listed in the districts are not inclusive of the types of activities which are commonly appropriate in industrial districts and, conversely, contain several uses which are not appropriate for an industrial district. This memo includes draft language for a zoning text amendment to consolidate the two zoning districts based on the discussions held during the January 17th meeting.

ARTICLE II. DEFINITIONS

Sec. 53-3. TERMS AND WORDS DEFINED

ANIMAL SERVICES, ANIMAL CLINIC / HOSPITAL. An establishment used by a veterinarian where animals are treated. This use may include boarding and grooming as accessory uses. Also referred to as "**VETERINARY CLINICS, OFFICES AND HOSPITALS.**"

ANIMAL SERVICES, KENNEL. A commercial facility for the boarding, breeding, and/or maintaining of animals for a fee that are not owned by the operator. This use includes pet day care facilities, animal training facilities, and may include grooming as an accessory use. This use includes the breeding of animals in outdoor structures, cages or pens for sale, but does not include animals for sale in pet shops.

ANIMAL SERVICES, RESCUE OR SHELTER. A facility that keeps four (4) or more impounded stray, homeless, abandoned, or unwanted animals.

COMMUNITY PUBLIC SAFETY FACILITY. A public safety facility operated by a public agency including administrative offices; fire stations; other fire preventive and fire fighting facilities; and police and sheriff substations and headquarters, including interim holding facilities. May include ambulance dispatch on the same site.

CREMATORIUM. A facility consisting of one or more cremator furnaces or cremation retorts for the ashes.

DRY CLEANING PLANT. A facility which performs the cleaning or washing of garments and textiles through use of volatile chemical solvents, agitation, and/or immersions. Such solvents may include, but are not limited to, solvents of the petroleum distillate type, the chlorinated hydrocarbon type, and/or liquid carbon dioxide.

~~**ESSENTIAL SERVICES.** Includes all publicly or privately owned utilities, such as electrical, gas, water, sewer, and communication generation, storage, distribution, collection, supply and disposal systems; municipal police, fire, and road maintenance services; the erection, maintenance, alteration and removal of the foregoing; and all personal property and fixtures including poles, wires, pipes and other accessories reasonably necessary for the furnishing of adequate service by such utility or municipal department.~~

ESSENTIAL SERVICE. The erection, construction, alteration, or maintenance by a public utility, or municipal department, of underground, surface or overhead gas, communication, telephone, electrical, steam, fuel or water, transmission, distribution collection, supply, disposal systems, and waste treatment plants. This includes related poles, wires, pipes, conduit, cables, public safety alarm and communication equipment, traffic signals, hydrants and similar accessories that are necessary to furnish adequate service, addressing general public health, safety, convenience, or welfare. These do not include wireless telecommunication towers (unless located on public property and used as part of a municipal emergency communications network); wind energy conversion systems (WECS); offices, utility buildings, or structures that are enclosures or shelters for service equipment; or maintenance depots.

FUNERAL PARLORS OR MORTUARIES. An establishment which provides internment and funeral services for the dead and their families. Services rendered may include a prepared wake and funeral and the provision of a chapel for the funeral. However, this does not include **CREMATORIUMS.**

GENERAL OFFICES AND SERVICES

1. **BANK/FINANCIAL SERVICES.** Includes establishments such as financial institutions, including, but not limited to: banks, credit agencies, investment companies, security and commodity exchanges, ATM facilities.

2. **BUSINESS SERVICES.** Establishments providing direct services to consumers, including, but not limited to: employment agencies, insurance agent offices, real estate offices, and travel agencies.

3. **BUSINESS SUPPORT SERVICES.** Establishments providing services to other businesses, including, but not limited to: computer rental and repair, copying, quick printing, mailing and mailbox services.

4. **CONTRACTORS SERVICES.** Establishments providing services to other businesses or consumers where services rendered are typically performed off-site, including, but not limited to: landscaping and tree removal companies, plumbing, exterminators, carpet cleaners, and general contractor's offices without exterior storage.

4. **PERSONAL SERVICES.** Establishments providing non-medical services to individuals, including, but not limited to: barber and beauty shops, dry cleaners, small appliance

repair, laundromats, massage therapists, pet grooming with no boarding, shoe repair shops, tanning salons and funeral homes (not including crematory services). These uses may include incidental retail sales related to the services they provide.

5. PROFESSIONAL AND ADMINISTRATIVE SERVICES. Office-type facilities occupied by businesses or agencies that provide professional or government services, or are engaged in the production of intellectual property.

GOVERNMENT BUILDINGS AND FACILITIES. Buildings, structures and facilities that may include administrative offices, public works services, libraries, museums, cemeteries, recreational centers and storage areas for public equipment and materials for local, county, state and federal public agencies.

~~**JUNK YARD.** Any land area including buildings thereon used primarily for the outdoor collecting, storage and abandonment of waste paper, rags, scrap metal or discarded materials which are for sale; or which is used for the outdoor collecting, dismantling, storage or salvaging of machinery or vehicles not in running condition for the sale of parts thereof.~~

~~**KENNEL AND OTHER ANIMAL BREEDING FACILITIES.**~~

- ~~1. **CATTERY.** A breeding or maintenance facility for cats.~~
- ~~2. **KENNEL.** Any lot or premises on which five or more common house pets of a single species over six months old are kept permanently or temporarily boarded.~~
- ~~3. **ROOKERY.** A breeding or maintenance facility for birds.~~

LIQUEFIED PETROLEUM GAS (LPG) SALES. An establishment providing LPG dispensing and bulk containers for sale.

MANUFACTURING, PROCESSING, AND PACKAGING – LIGHT. A facility accommodating manufacturing processes involving less intense levels of fabrication and/or production such as the assembly, fabrication, and conversion of already processed raw materials into products, where the operational characteristics of the manufacturing processes and the materials used are unlikely to cause significant impacts on surrounding land uses or the community. The premises may include secondary retail or wholesale sales. Examples of light manufacturing uses include: artisan / craft product manufacturing; clothing and fabric product manufacturing; electrical equipment, instrument, and appliances, food preparation and packaging; furniture and fixtures manufacturing, cabinet shop, media production, pharmaceutical drugs; photo/film processing lab not accessory to a retail business; and printing and publishing. Also includes associated office and administrative space and services.

MANUFACTURING, PROCESSING, AND PACKAGING – HEAVY. A facility accommodating manufacturing processes that involve and/or produce basic metals, building materials, chemicals, fabricated metals, paper products, machinery, textiles, and/or transportation equipment, where the intensity and/or scale of operations may cause significant impacts on surrounding land uses or the community. Examples of heavy manufacturing uses include the following: chemical product manufacturing; concrete, gypsum, and plaster product manufacturing; glass product manufacturing; paving and roofing materials manufacturing;

petroleum refining and related industries; plastics, other synthetics, and rubber product manufacturing; primary metal industries; pulp and pulp product manufacturing; textile and leather product manufacturing, wineries, distilleries, and breweries. Also includes associated offices and administrative space and services.

~~**MINI-WAREHOUSES.** Groups of buildings in a controlled access and fenced compound that contain varying sizes of individual compartmentalized and controlled access stalls or lockers for a dead storage of customers' goods or wares.~~

MINI-WAREHOUSE/SELF-STORAGE. A building or group of buildings in a controlled access and/or fenced compound that contains varying sizes of individualized, compartmentalized and controlled access rooms, stalls or lockers for the storage of customer's goods or wares.

OUTDOOR DISPLAY, SALES. The outdoor placement, storage or keeping, for display purposes, of equipment, vehicles, trailers and other similar goods for sale on premises.

OUTDOOR STORAGE. The outdoor placement of goods such as, building or construction materials, equipment, vehicles, trailers and other supplies, for future use, production, assembly, preservation or disposal.

PARKING FACILITY, PUBLIC OR COMMERCIAL. A public or commercial parking lot or structure providing parking either for free or for a fee. Does not include towing impound and storage facilities.

~~**PUBLIC UTILITY.** Any person, firm, corporation, municipal department or board duly authorized to furnish or furnishing under regulation, to the public, electricity, gas, steam, communication, transportation, drainage or water.~~

PUBLIC UTILITY BUILDINGS AND USES. See **ESSENTIAL SERVICE.**

RECREATION FACILITY: COMMERCIAL INDOOR. An establishment providing indoor amusement and entertainment services, often for a fee or admission charge, including, but not limited to: bowling alleys, commercial health and fitness facilities, coin-operated amusement arcades, movie theaters, electronic game arcades (video games, pinball, etc.), indoor ice skating and roller skating rinks, pool and billiard rooms as primary uses. Does not include adult-oriented businesses. May include bars and restaurants as accessory uses. Any establishment with four or more electronic games or amusement devices (e.g., pool or billiard tables, pinball machines, etc.) or a premise where 50 percent or more of the floor area is occupied by electronic games or amusement devices is considered an indoor recreation facility; three or fewer machines or devices are not considered a use separate from the primary use of the site.

RECREATION FACILITY: COMMERCIAL OUTDOOR. A facility for outdoor recreational activities where a fee is often charged for use. Examples include, but are not limited to, amusement and theme parks; go-cart tracks; golf driving ranges; miniature golf courses; watercraft rentals; and water parks. May also include commercial facilities customarily

associated with the above outdoor commercial recreational uses, including bars and restaurants, video game arcades, etc. This use does not include golf courses or campgrounds.

~~RESTAURANT.~~

RESTAURANT. A business establishment whose method of operation involves either the delivery of prepared food by servers to customers seated at indoor or outdoor areas, or prepared food is acquired by customers at a counter or cafeteria line and consumed at tables within a completely enclosed building, but does not include drive-through services, which are separately defined and regulated. Service of alcoholic beverages by the drink is incidental to the service of food and food receipts exceed 50 percent of sales.

1. **BAR/LOUNGE/TAVERN.** A structure or part of a structure designed, maintained, and operated primarily for the dispensing of alcoholic beverages. The selling of food and snacks may also be permitted. If the **BAR/LOUNGE/TAVERN** is part of a larger dining facility, it shall be defined as that part of the structure so designated and/or operated.

~~2. **DRIVE-IN, FAST FOOD, CARRY OUT RESTAURANT.** Any establishment whose principal business is the sale of foods or beverages to the customer in a ready to consume state, and whose design, method of operation, or any portion of whose business includes one or more of the following characteristics:~~

~~a. Foods or beverages may be served directly to the customer in a motor vehicle or from a counter inside of the restaurant facility;~~

~~b. The consumption of foods or beverages within a motor vehicle parked upon the premises, or at other facilities on the premises outside the restaurant building, is allowed or permitted;~~

~~c. Said facility may include an indoor dining/seating area for patrons who do not wish to eat in their motor vehicle; and~~

~~d. Foods or beverages are usually served in edible containers, or in paper, plastic, or other disposable containers.~~

~~3. **STANDARD RESTAURANT.** A standard restaurant is any establishment whose principal business is the sale of foods or beverages (alcoholic and nonalcoholic) to the customer in a ready to consume state, and whose design or principal method of operation includes one or both of the following characteristics:~~

~~a. Customers, normally provided with an individual menu, are served their foods or beverages by a restaurant employee at the same table or counter at which said items are consumed.~~

~~b. A cafeteria type operation where foods or beverages (alcoholic and nonalcoholic) generally are consumed within the restaurant building.~~

2. RESTAURANT WITH DRIVE-THROUGH. A business establishment whose method of operation involves the delivery of prepared food to the customer in a motor vehicle, typically through a drive-through window, for consumption off the premises. A drive-through restaurant may also have indoor or outdoor seating.

3. RESTAURANT WITH OUTDOOR DINING. A restaurant with seating on a sidewalk, patio, deck or other on-site outdoor location.

SALVAGE OR IMPOUND OPERATIONS. Any land or structure used for storing, dismantling, reconditioning, collecting, purchasing or selling of scrap metal or other discarded goods and materials, including the collection, dismantlement and salvage of two or more inoperative vehicles, boats, trucks, or other types of machinery or equipment, or the impounding of any operable or inoperable vehicle associated with towing or wrecker services.

SCHOOL, SPECIALIZED TRAINING. Small-scale facilities that provide individual and group instruction, education and/or training, including tutoring and vocational training in limited subjects, including, but not limited to: the arts, dance, photography, martial arts training, gymnastics instruction, production studios for individual musicians, painters, sculptors, photographers, and other artists, business and vocational schools, and driver education schools.

VEHICLE SALES AND RENTAL: AUTOMOBILES, LIGHT TRUCKS, BOATS. A retail or wholesale establishment selling and/or renting automobiles, light trucks (less than 2-ton load capacity), vans, trailers, boats, and/or any other motorized or non-motorized vehicles (e.g. scooters, jet skis, golf carts, motorcycles) that includes outdoor display. May also include repair shops and the sales of parts and accessories incidental to vehicle dealerships. Does not include businesses dealing exclusively in selling used parts, auto wrecking and/or salvage (see "**SALVAGE OR IMPOUND OPERATIONS**"); the sale of auto parts/accessories separate from a vehicle dealership; or service stations (see "**GASOLINE FILLING STATIONS**").

VEHICLE SALES AND RENTAL: HEAVY EQUIPMENT, HEAVY TRUCKS, RVs, MANUFACTURED HOMES. A retail or wholesale establishment selling and/or renting heavy equipment and/or trucks, RVs, or mobile homes. May also include accessory repair shops.

VEHICLE WASH. A building or portion of a building with machine or hand- operated facilities used principally for the cleaning, washing, polishing or waxing of motor vehicles.

VEHICLE WASH, TRUCKS AND HEAVY EQUIPMENT. A building or portion of a building with machine or hand- operated facilities used principally for the cleaning, washing, polishing or waxing of trucks and heavy equipment.

VETERINARY CLINICS, OFFICES AND HOSPITALS. See **ANIMAL SERVICES, ANIMAL CLINIC / HOSPITAL.**

WAREHOUSING. Facilities for the storage of furniture, household goods, or other commercial goods of any nature. May include an outdoor storage component, provided that the

outdoor storage is not the primary use. Does not include mini-storage facilities offered for rent or lease to the general public (see “**MINI-WAREHOUSE/SELF-STORAGE**”) or warehouse facilities primarily used for wholesaling and distribution (see “**WHOLESALE AND DISTRIBUTION**”).

WASTE MANAGEMENT FACILITY. A site used for collecting waste and recyclables, sorting and transferring materials.

WHOLESALE AND DISTRIBUTION. An establishment engaged in selling merchandise in bulk quantities to retailers; to contractors, industrial, commercial, agricultural, institutional, or professional business users; to other wholesalers; or acting as agents or brokers in buying merchandise for or selling merchandise to such persons or companies.

ARTICLE III. MAPPED DISTRICTS

Sec. 53-4. DISTRICTS.

For the purpose of this chapter, the city is divided into the following districts:

- I. ~~M-1: Restrict Manufacturing District~~; I, Industrial District
- J. ~~M-2: General Manufacturing District~~; FP: Floodplain District
- K. ~~FP: Floodplain District~~

ARTICLE XII. M-1, RESTRICTED MANUFACTURING DISTRICT

Entire article repealed and replace with the following:

ARTICLE XII. I, INDUSTRIAL DISTRICT

Sec. 53-52. STATEMENT OF PURPOSE.

In the I District, the intent is to permit industries such as manufacturing or processing of previously refined materials and other uses that support the permitted industries or are of an intense nature due to truck traffic, building size, hours of operation and similar characteristics that make them incompatible within traditional business or residential districts. The district also allows certain commercial uses that are complementary to the industrial nature of the district by way of serving the industries and/or the workers employed there. It is intended that the district provide jobs for citizens of the community and surrounding areas, contribute to a sustainable tax base and create value for property owners and the City of Plainwell.

Sec. 53-53. PRINCIPAL PERMITTED USES

Any of the following uses when the manufacturing, compounding or processing is conducted entirely within a completely enclosed building. The portion of the land used for open storage facilities for materials or equipment used in the manufacturing, compounding, final product storage or processing shall be totally obscured by a fence and/or landscaping six feet in height so as to screen the storage area from the public streets and adjoining properties:

- A. Community public safety;
- B. Dry cleaning plants;
- C. Essential services;
- D. Laboratories;
- E. Liquefied petroleum gas (LPG) sales;
- F. Manufacturing, processing and packaging – light;
- G. Mini-warehouse/self-storage;
- H. Parking facility, public or commercial;
- I. Research and development facility
- J. Warehousing;
- K. Wholesale and distribution;
- L. Wireless communications (under 75 feet in height); and
- M. Wireless communications, collocations and state-authorized increases;
- N. Vehicle wash, trucks and heavy equipment; and
- O. Accessory buildings and uses.
- P. Any other uses similar to any of the above permitted uses as determined by the Zoning Administrator in accordance with Sec. 53-132.C. of this ordinance.

Sec. 53-54. PERMITTED USES AFTER SPECIAL APPROVAL

The following uses may be permitted subject to the conditions hereinafter imposed and subject further to the approval of the City Council after recommendation from the City Planning Commission:

- A. Animal services, animal clinic/hospital, kennel, rescue, or shelter;
- B. Automobile repair, minor or major
- C. Automobile wash establishment;
- D. Crematorium;
- E. General offices and services, including: business support services, contractor services, and professional offices; but not including: bank/financial services, business services, and personal services;

- F. Manufacturing, processing and packaging – heavy;
- G. Parks, playgrounds, outdoor recreation;
- H. Recreation facility, commercial indoor;
- I. Recreation facility, commercial outdoor;
- J. Salvage and impound operations;
- K. School, specialized/training;
- L. Vehicle sales and rental: automobiles, light trucks, boats, heavy equipment/tools, heavy trucks, RVs, manufactured homes;
- M. Waste management facility;
- N. Wireless communications 75 feet in height or greater, subject to the following provisions:
 - 1. The structure shall be located on a site not less than 20,000 square feet in area and 100 lineal feet of road frontage.
 - 2. The structure shall only be located in industrial zoned areas. However, in the event that agriculturally zoned land may be annexed to the city, wireless communication facilities may be permitted in agriculturally zoned areas; provided that, they comply with the provisions of this section.
 - 3. The structure shall be constructed so as to hold not less than three wireless communication facilities.
 - 4. The maximum height of the tower shall be the minimum height demonstrated to be necessary by the radio frequency engineer of the applicant.
 - 5. The site plan for the structure shall be accompanied by a signed certification by a registered civil engineer regarding the integrity of the structure and the manner in which the structure may fall. This will enable the city to determine appropriate setbacks on the site plan.
 - 6. The structure shall not be artificially lighted, unless required by the FAA. If the lighting is required, it shall be the flip-over type and shall be directed away from residential property while causing the least disturbance to surrounding properties.
 - 7. Whenever possible, proposed wireless communication facilities shall co-locate on existing buildings, structures and existing wireless communication structures. If a provider fails to or refuses to permit co-location, such a

structure shall be a nonconforming structure and shall not be altered or expanded in any way.

8. When a wireless communication structure has not been used for a period of 90 consecutive days or 90 days after new technology is available which permits the operation of the facility without the necessity of a wireless communication structure, all parts of the structure shall be removed within 180 days. The removal of antennae or other equipment from the structure or the cessation of reception or transmission of radio signals shall be considered the beginning of non-use. The city may secure the removal of the structure if it is still standing 30 days after the city has notified the operator that the tower must be removed, the city may charge up to 125% of the removal cost to the operator and or the land owner. The city may also require a form of financial guarantee acceptable to the city to ensure that a tower will be removed in a timely manner.
9. Accessory buildings and structures shall not exceed 600 square feet in area or have an area shown to be necessary to house related technical equipment.
10. Where the property line of a site containing a wireless communication structure abuts a residentially or commercially used or zoned area, the operator shall provide a planting screen sufficient in density and height so as to have an immediate buffering impact on the adjacent site. In addition, there shall be no interference with reception of any kind on any adjacent sites.
11. There shall be no advertising of any kind visible from the ground or other structures, other than required for emergency purposes.
12. Minimum spacing between tower locations shall be one mile, as measured by a straight line.
13. The base of the tower shall not exceed 500 square feet in area.
14. The base of the tower and wire cable supports shall be enclosed with a minimum six-foot high security fence.
15. Communication towers in excess of 100 feet in height above grade level shall be prohibited within a one-mile radius of a public airport or one-half mile radius of a helipad.
16. All signals and remote-control conductors of low energy extending horizontally above the ground between structure or towers shall be at least eight feet above the ground, unless buried underground.

17. Support structures shall comply with all applicable state, federal and local regulations and codes. All towers shall be equipped with an anti-climbing device so as to prevent unauthorized access.

O. Accessory buildings and uses; including:

1. General offices related to a principal use;
2. Outdoor display and sales, not including vehicle and equipment sales; and
3. Outdoor storage related to a principal use.

P. Any other uses similar to any of the above special uses as determined by the Zoning Administrator in accordance with Sec. 53-132.C. of this ordinance.

Sec. 53-55. INDUSTRIAL PERFORMANCE STANDARDS

A. *Application.* After the effective date of this chapter:

1. Any use established or changed to and any building, structure or tract of land developed, constructed or used for, any permitted or permissible principal or accessory use shall comply with all of the performance standards herein set forth for the district involved;

2. If any existing use or building or other structure is extended, enlarged, moved, structurally altered or reconstructed or any existing use of land is enlarged or moved, the performance standards for the district involved shall apply with respect to the extended, enlarged, moved, structurally altered or reconstructed building or other structure or portion thereof and with respect to land use which is enlarged or moved;

3. No main or accessory building shall be situated less than 50 feet from any residential property line;

4. No parking, access and/or service area may be located less than 25 feet from any residential property line;

5. All lot areas not used for buildings or parking, loading and storage areas shall be landscaped. It shall be done attractively with lawn, trees, shrubs, etc. and be properly maintained thereafter in a well-kept condition;

6. A wall or barrier of suitable material not less than eight feet high shall be constructed along those property lines which abut a residential district;

7. Lighting facilities shall be required where deemed necessary for the safety and convenience of employees and visitors. These facilities will be arranged in a manner as to protect abutting streets and adjacent properties from unreasonable glare or hazardous interference of any kind;

8. No operation or activity shall be carried out in the I District which causes or creates measurable noise levels exceeding the maximum sound levels prescribed below in Table 12A, as measured on or beyond the boundary lines of the lot on which the operation or activity is located. A sound level meter and an octave band analyzer shall be used to measure the intensity and frequency of the sound or noise levels encountered. Sounds of very short duration, which cannot be measured accurately with the sound level meter, shall be measured by an impact noise analyzer; and the measurements so obtained may be permitted to exceed the maximum levels as set forth in Table 12A by no more than six decibels in each octave band. For purposes of this chapter, impact noises shall be considered to be those noises whose peak values are more than six decibels higher than the values indicated on the sound level meter. In addition, sounds of an intermittent nature or characterized by high frequencies, which the Building Inspector deems to be objectionable in adjacent districts, shall be controlled so as not to generate a nuisance in adjacent districts, even if the decibel measurement does not exceed that specified in the table.

Table 12A. Maximum Permitted Sound Intensity Levels in Decibels (Post-1960 Preferred Frequencies)	
Center Frequency (Cycles per Second)	I District
34.5	76
63.0	74
125.0	68
250.0	63
500.0	57
1,000.0	52
2,000.0	45
4,000.0	38
8,000.0	32

9. The following uses and activities shall be exempt from the noise level regulations:

- a. Noises not directly under the control of the property user;
- b. Noises emanating from construction and maintenance activities between 7:00 a.m. and 9:00 p.m.;
- c. The noises of safety signals, warning devices and emergency pressure relief valves; and
- d. Transient noises of moving sources such as automobiles, trucks, airplanes and railroads

B. *Smoke and particulate matter.* The emission of smoke, dust, dirt, fly ash or other particulate matter shall, in no manner, be unclean, destructive, unhealthful,

hazardous or deleterious to the general welfare. The emission shall be in strict conformance with all applicable state and county health laws pertaining to air pollution and smoke abatement. In addition, the following requirements shall apply.

1. In the I District, the emission of smoke from any chimney, stack, vent, opening or combustion process shall not exceed a density or equivalent opacity of No.1 on the Ringelmann Chart as published by the United States Bureau of Mines.
2. In the I District, the rate of emission of particulate matter, such as dust, soot and fly ash, from all sources within the boundaries of any lot shall not exceed a net figure of one pound per acre of lot area during any one-hour period, after deducting from the gross hourly emission per acre.

Table 12B. ALLOWANCE FOR HEIGHT OF EMISSION	
Height of Emission Above Grade (Feet)	I District
50	0.01
100	0.06
150	0.10
200	0.16
300	0.30
400	0.50
NOTES TO TABLE:	
*Interpolate for intermediate values not shown in table.	

3. Determination of the total net rate of emission of particulate matter within the boundaries of any lot shall be made as follows:
 - a. Determine the maximum emission in pounds per hour from each source of emission and divide this figure by the number of acres of lot area, thereby obtaining the gross hourly rate of emission in pounds per acre.
 - b. From each gross hourly rate of emission derived in division B.3.a. above, deduct the correction factor (interpolating as required) for height of emission set forth in the table, thereby obtaining the net rate of emission in pounds per acre per hour from each source of emission.
 - c. Add together the individual net rates of emission derived in division B.3.b. above, to obtain the total net rate of emission from all sources of emission within the boundaries of the lot. The total shall not exceed one pound per acre of lot area during any one-hour period.

C. *Vibration.*

1. In the I District, no activity or operation shall cause or create earth borne vibrations in excess of the displacement values set forth in Table 12C. Vibration displacements shall be measured with a seismograph or accelerometer, preferably the former. For purposes of this chapter, steady state vibrations are vibrations which are continuous or vibrations in discrete impulses more frequent than 60 per minute. Discrete impulses which do not exceed 60 per minute shall be considered impact vibrations.

Table 12C. MAXIMUM PERMITTED VIBRATION, I DISTRICT		
Frequency (Cycles per Second)	Maximum Displacement^a (inches)	Maximum Displacement^b (inches)
0 to 9	.0008	.0004
10 to 19	.0005	.0002
20 to 29	.0002	.0001
30 to 39	.0002	.0001
40 to 49	.0001	.0001
50 and over	.0001	.0001
NOTES TO TABLE:		
^a As measured along the nearest adjacent lot line.		
^b As measured on or beyond a Residential District boundary line.		

2. Between the hours of 7:00 p.m. and 7:00 a.m., all of the above maximum vibration levels, as measured on or beyond a residential district boundary line, shall be reduced to one-half of the indicated values

- D. *Noxious and odorous matter.* In the I District, no activity or operation shall cause, at any time, the discharge of matter across the lot lines in concentrations as to be noxious. The emission of odorous matter in quantities as to be readily detectable without the use of instruments at any point along lot lines is prohibited.
- E. *Glare and heat.* In the I District, any operation or activity producing intense glare or heat shall be performed within a completely enclosed building in a manner as to not create a public nuisance or hazard along the lot lines of the lot upon which the source of the glare or heat is located. Exposed sources of light shall be shielded so as not to create a nuisance beyond the lot lines of the lot upon which the source of the light is located. Direct or indirect illumination from the source of light shall not cause illumination in excess of 0.5 foot-candles in any residential district, as measured with a foot-candle meter or sensitive photometer on or beyond a residential district boundary line.
- F. *Fire and explosive hazards.*

1. In an I District, the storage, utilization or manufacture of solid materials ranging from incombustible to moderate burning is permitted.
 2. Storage, utilization or manufacture of solid materials or products ranging from free or active burning to intense burning is permitted; provided that, the materials or products shall be stored, utilized or manufactured within completely enclosed buildings having incombustible exterior walls and protected throughout by an automatic fire extinguishing system.
 3. The storage or utilization of flammable liquids or materials which produce flammable or explosive vapors or gases shall be permitted provided the storage and handling of the flammable liquids or materials shall comply with all state rules and regulations as established by the Fire Prevention Act, Public Act 207 of 1941, as amended and with all other applicable city codes and regulations.
- G. *Gases.* The escape or emission of any gas which is injurious, destructive or explosive shall be unlawful and shall be summarily caused to be abated. Sulphur dioxide gas, as measured at the property line at ground elevation, shall not exceed an average of 0.3 p.p.m.; hydrogen sulfide likewise shall not exceed 1 p.p.m.; fluorine shall not exceed 0.1 p.p.m.; nitrous fumes shall not exceed 5 p.p.m.; and carbon monoxide shall not exceed 15 p.p.m.; all measured as the average during any 24-hour sampling period.
- H. *Electromagnetic radiation.* Applicable rules and regulations of the Federal Communications Commission in regard to propagation of electromagnetic radiation are made a part of this chapter.
- I. *Drifting and airborne matter, general.* The drifting or airborne transmission beyond the lot line of dust, particles or debris from any open stockpile shall be unlawful and shall be summarily caused to be abated.

Sec. 53-56. COMPLIANCE WITH COUNTY AND STATE REGULATIONS.

Any use permitted in the I District must also comply with all applicable county and state health and pollution laws and regulations.

Sec. 53-57. SITE PLAN REVIEW.

For all uses permitted in an I District, a site plan shall be submitted and no building permit shall be issued until the City Council has approved the site plan after recommendation from the City Planning Commission in accordance with this code.

Sec. 53-58. AREA, HEIGHT, BULK AND PLACEMENT REQUIREMENTS.

Area, height, bulk and placement requirements unless otherwise specified are as provided in Article XV.

ARTICLE XIII. M-2, GENERAL MANUFACTURING DISTRICT

Entire article repealed and subsequent articles renumbered.

ARTICLE XV. AREA, HEIGHT, BULK AND PLACEMENT REQUIREMENTS

Sec. 53-88. AREA, HEIGHT, BULK AND PLACEMENT REQUIREMENTS.

Zoning District	Minimum Lot Width (In Feet)	Minimum Lot Area (Square Feet)	Maximum Lot Coverage (Percent)	Maximum Building Height		Minimum Requirements				Minimum Floor Area per Dwelling Unit (In Square Feet)
				In Stories	In Feet	Front	Least 1	Total of 2	Rear	
M-1	100	20,000	65	3	50	30	20	40	30	
M-2	100	20,000	50	3	50	50	30	60	30	
I	100	20,000	65	3	50	30	20	40	30	

ARTICLE XVI. GENERAL PROVISIONS

Sec. 53-103. DWELLINGS IN NONRESIDENTIAL DISTRICTS.

No dwelling unit shall be erected in the ~~M-1 and M-2 Districts~~ I District. However, the sleeping quarters of a watchperson or a caretaker may be permitted in the districts in conformance with the specific requirements of the particular district.

Sec. 53-122. OPEN AIR BUSINESS USES.

Open air business uses, where permitted in a ~~C-2, M-1 or M-2 District~~ or I District, shall be subject to the following regulations.

Sec. 53-126. INCINERATORS AND TRASH CONTAINERS.

All commercial buildings constructed after the passage of this chapter shall have incinerator facilities subject to all city, county and state health regulations. Outside trash containers shall be permitted in the R-2, R-MH, C-1, C-2, CBD, CS, ~~M-1 and M-2 Districts~~ and I Districts; provided that, they comply with the following requirements.

Sec. 53-128. SITE PLAN REVIEW.

Before issuance of a building permit for permitted uses and special approval uses in the R-2, RMH, C-1, C-2, CBD, CS, ~~M-1 and M-2 Districts~~ and I Districts and for special approval uses in the R-1A, R-1B and R-1C Districts, a site plan shall be provided.

Sec. 53-132C. SIMILAR USES.

A. *Intent.* Since every potential land use cannot be addressed in the Zoning Ordinance, each district may accommodate similar uses, as referenced in this section.

B. *Decision.* All applications for a use not specifically addressed in a zoning district, or inquiries concerning a use, shall be submitted to the Zoning Administrator for review and a decision.

1. Factors. The Zoning Administrator shall base their determination on the following factors:

a. The proposed use is not listed as a permitted or special land use in any other zoning district.

b. The use is consistent with the district purpose.

c. The use is similar to other allowed uses relative to its character, scale, and overall compatibility.

d. The use is not expected to create objectionable impacts to public health, safety, and welfare if it were established in the applicable zoning district.

e. The use would not be more appropriate within a different zoning district.

2. Zoning Board of Appeals. The Zoning Administrator may, in their sole discretion, submit a proposed use to the Zoning Board of Appeals for a similar use determination if consideration of the review factors does not lead to a clear conclusion.

C. *Compliance.* If a proposed use is determined to be similar to a use listed within the district, the proposed use shall comply with all the standards or requirements associated with the listed use. If the named use is a special land use within the applicable zoning district, the use shall be reviewed and approved per the applicable requirements within the Zoning Ordinance.

D. *Determination.* The determination of whether a proposed use is similar to another listed use shall be considered as an interpretation of the use regulations and is not determined to be a use variance. Once a use has been determined to be similar, it shall be specifically determined to be the named use with which it shares similarities.

E. *Prohibited Use.* If a use is not specifically listed anywhere in this ordinance and is not determined to be similar to any other specifically listed uses, the use is prohibited.

F. *Notification.* In the event the Zoning Administrator has made a determination in accordance with this provision, the Zoning Administrator shall notify the Planning Commission during the subsequent regularly-scheduled meeting.

ARTICLE XIX. OFF-STREET PARKING AND LOADING REQUIREMENTS

Sec. 53-179. OFF-STREET LOADING AND UNLOADING.

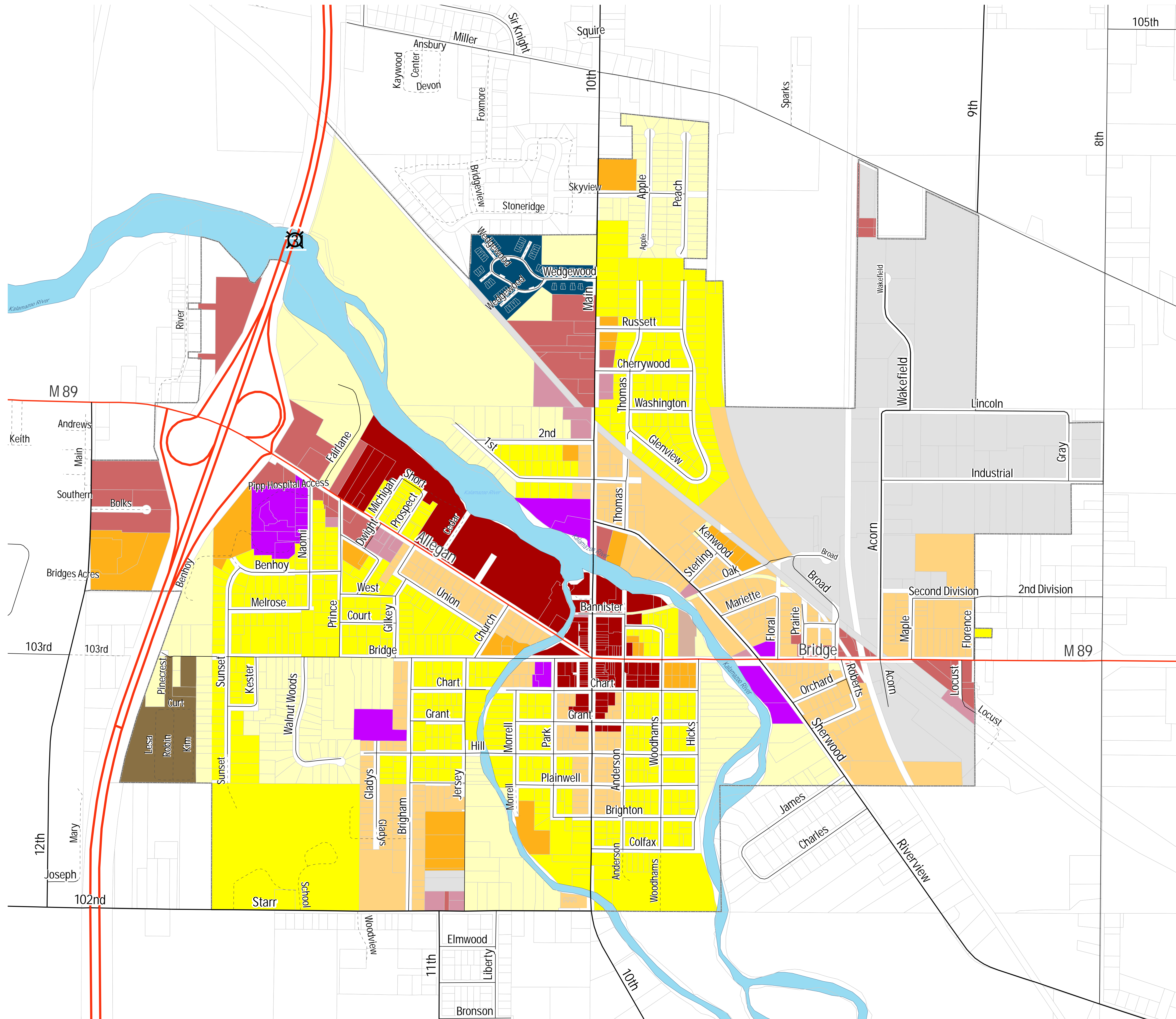
C. Except as otherwise provided within division D. below, in the ~~M-1 and M-2 Zones~~ District truck or rail docks will be located at the side or rear of the building.

City of Plainwell

Allegan County, Michigan

ZONING MAP

Updated: [insert adoption date]



- R-1A, Single-Family Residence
- R-1B, Single-Family Residence
- R-1C, Single and Two-Family Residence
- R-2, Multiple Family Residence
- RMH, Residential Mobile Home
- C-1, Local Commercial
- SB, Service Business
- C-2, General Commercial
- CBD, Central Business
- CS, Community Service
- I, Industrial
- PUD, Planned Unit Development

This is to certify the Zoning Map to which the signature is attached is the official City of Plainwell Zoning Map developed pursuant to the Michigan Zoning Enabling Act (Act 110 of 2006, as amended) and as approved by the City of Plainwell City Council

Erik Wilson
City Manager

Brian Kelley
City Clerk

Date

1 inch = 500 feet



williams&works
engineers | surveyors | planners



Data Sources: Michigan CGI, Allegan County Land Information Services, City of Plainwell

The City of Plainwell

Community Engagement Statement



Plainwell - "The Island City" - Four Bridges —Seven Parks— The Kalamazoo River—The Millrace - a beautiful and unique setting. *Plainwell is a Special Place*

Draft 12/15/17

Introduction:

The City of Plainwell will continue to involve the community as “Key Stakeholders” in the future development of our City.

Objectives:

- The City of Plainwell evaluates each project on an individual bases to determine project scope, stakeholders, project limitations, approving body, points of community impact during the decision making process, internal and external resources, and level of appropriate community involvement.
- The City of Plainwell makes information available in a timely manner to enable interested parties to be involved in decisions at various stages of the review and approval process.
- The City of Plainwell engages citizens in a transparent manner, making information easy to access for all interested members of the community.
- The City of Plainwell seeks public participation for matters involving future development of the City, such as the Master Plan, Parks and Recreation Master Plan and Zoning Ordinances updates process.
- The City of Plainwell seeks creative ways to involve a diverse set of community stakeholders in planning, land use and development decisions.
- The City of Plainwell uses comments and information received from interested members of the community to make decisions regarding planning, land use, and future development.
- The City of Plainwell tracks and analyzes the results of all public participation to the extent feasible and provides summaries back to the public.

State & Local Regulations

- Plainwell City Code of Ordinances
- Michigan Open Meetings Act (PA 267 of 1976)
- Michigan Planning Enabling Act (PA 33 of 2008)
- Brownfield Redevelopment Financing Act (PA 381 of 1996)
- Downtown Development Authority Act (PA 197 of 1975)
- Personal Property Exemption Act (PA 328 of 1998)
- Corridor Improvement Act (PA 280 of 2005)
- Other applicable local, state and federal regulations

Key Stakeholders in the City of Plainwell

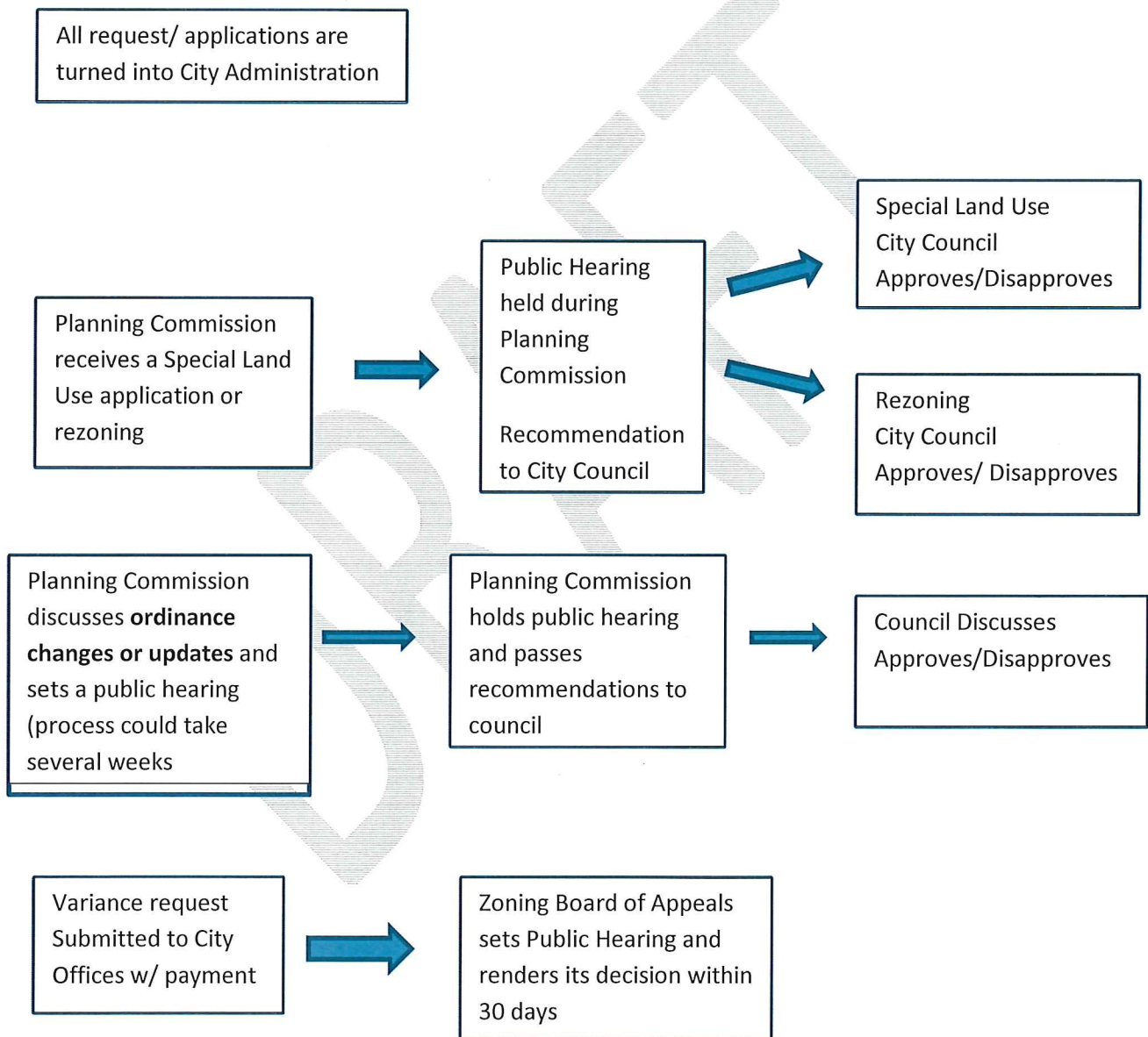
In the City of Plainwell, each project will be evaluated on an individual basis to ensure inclusion for all stakeholders in the community. Each will vary according to the project being reviewed.

Possible key stakeholders include but are not limited to

- Local residents
- Michigan Department of Transportation
- Municipal Employees
- Emergency Response Personnel
- Commercial/Retail Business owners and their employees
- Borgess Pipp Hospital
- Industrial Businesses in the City limits
- Neighborhood groups
- Real Estate Professionals
- City boards and commissions
- Churches
- Schools
- Senior Groups
- Community visitors and Tourist
- Utility Providers

Process for Development

There are various times in the planning process when the City Council, the Planning Commission, and/or the Zoning Board of Appeals request public input. These processes include public hearings or rezoning of land use, development of the Zoning or Sign Ordinance, the Master Plan, requested variances and Special permit / Land Uses. The flow chart outlines the time limits for these processes:



Development Review Bodies

The City of Plainwell encourages citizen's participation in local government planning and policy decisions. All residents are invited to apply for appointments to City Boards and commissions. Vacant positions are advertised on the City website: www.plainwell.org

City Commission

The City Council consists of five council members elected at large on a non-partisan basis. Mayor and Mayor Pro-Tem are elected by Council. All City Council members are voted in by the residents of Plainwell. The City Council meets every 2nd and 4th Monday of the month at 7:00pm in the City Hall Council Chambers.

Planning Commission

The City Planning consists of seven members appointed to three-year terms by the City Council. The Planning Commission meets every 1st and 3rd Wednesday at 7:00pm in the City Hall. Planning Commissioners deal with development issues in the City such as zoning, special land use, site plan reviews and rezoning issues.

Zoning Board of Appeals

The Zoning Board of Appeals consists of three members along with the City Assessor. Each member is appointed by the Mayor for a three year term. ZBA meets 1st Tuesday after 1st Monday in March Public meetings commence on the 2nd Monday in March lasting not less than two (2) days.

There are many other boards and committee's throughout the City. Agenda's, minutes, dates and times of meetings are posted on our website at www.plainwell.org

Open Meetings

All meetings of the City Council, and its boards and commissions, shall be open to the public in accordance with the "Open Meetings Act," PA 267 of 1976 as amended, except closed session meetings as provided for in the Act. Public Notices for these meetings are printed in the paper, hung at City Hall and posted on the City website, www.plainwell.org The following processes require that neighbors within 300 feet of a property are personally notified:

- Rezoning of property
- Special Land Use
- Variance requests

Statutes require these processes be noticed in a newspaper of general distribution in the City as well as mailed to neighbors within 300 feet at least 15 days prior to the meeting. All meetings are held in a facility accessible to persons with disabilities requiring reasonable accommodations or services should contact the City Administration Office.

Interested persons are encouraged to contact the City Administration office or check the City's Website, www.plainwell.org in order to be kept informed of any meeting schedule, agendas, variations, or location changes. Meeting agendas and packets are available on the website in advance of the meeting.

Methods of Community Participation

Each project's initial evaluation will determine the necessary level of involvement for the project. The following are methods that may be used to reach appropriate level of public participation when talking action on land use or development applications. The City of Plainwell will always attempt to use more than one tool or method, depending on the specific project and target audience. This list is flexible and can change based on each projects needs and circumstance.

Inform - provide information and assist public understanding

- **Website** – www.plainwell.org announces meetings, posts packets and agendas, minutes, public notices/hearings and sometime will contain pages or links for topics of major interest.
- **Newspaper** – The Shoppers Guide is the City of Plainwell's newspaper for public notices/hearings
- **Printed Postings** – Available for viewing at City Hall and on the Kiosk at the drop box.
- **Announcements** – During City Commission meetings, Planning Meetings and other boards and committee meetings.
- **Press Release/Articles** – At various times, the City will issue a press release and information for articles to various newspapers, TV stations and radio stations.
- **Email or postal mail** – Interested parties may request to City Administration they be notified personally of meetings/topics for discussion and postal mailings to neighbors within 300 feet according to statute.

Consult – obtain public feedback

- **Social Media:** The City currently uses Facebook to announce upcoming events, community happenings, press releases, etc.
- **Surveys:** Utilizing online and paper surveys allows for the collection of large amounts of data and opinions from the public
- **Public Hearings:** Public attendance at meetings is strongly supported and allows for an appropriate venue for public input.

Involve – work directly with public throughout the process

- **Open Houses:** In order to create two-way communication, the City will hold open house events for projects and initiatives as needed.

- **Community Workshops:** Issues that require community feedback can benefit from a noticed workshop.
- **Charrettes:** Multiple day designs charrettes and information gathering sessions allow a large group of people to participate in the community engagement activity.

Communicating the Results

- **Advisory Committees:** The City uses advisory committees for specialized aspects of our community to enhance collaboration between city staff and public.
- **Focus Groups:** Bringing together stakeholders to discuss and brainstorm decisions making options.

Updating the Community Engagement Plan

Like all documents, the City of Plainwell understands that the Community Engagement Plan will need to be reviewed and updated on a routine basis. This plan will be updated as needed, at a minimum of every five years, in conjunction with the City's Master Plan. Updates to this plan will be drafted by staff, reviewed and recommended by the Planning Commission, and approved through the City Council. At least one public hearing will be held during the process to gather community input and to generate new ideas.

MINUTES
Plainwell City Council
December 27, 2017

1. Mayor Brooks called the regular meeting to order at 7:03 PM in City Hall Council Chambers.
2. Steve Smail of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-Tem Steele, Councilman Overhuel and Councilman Keeney.
Absent: Councilman Keeler.
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 12/11/2017 regular meeting. On voice vote, all voted in favor. Motion passed.
6. General Public Comments: None
7. County Commissioner Report / Presentations: None.
8. Agenda Amendments: None
9. Mayor's Report: None.
10. Recommendations and Reports:
 - A. **Item A was tabled for a later meeting.**
 - B. Personnel Manager Sandy Lamorandier reported on the annual flower purchase from Napp's Greenhouse, which has worked with the city for many years. With increased costs and different layouts, Council approval for the purchase is needed.
A motion by Steele, seconded by Overhuel, to approve the annual city-wide flower purchase for 2018 from Napp's Greenhouse in an amount not to exceed \$4,500. On a roll-call vote, all in favor. Motion passed.
 - C. City Manager Wilson reported on a recent bid opening for a project to upgrade the street signal at Prince Street and M-89. The State had installed the controller to allow the 4-way control when M-89 was upgraded in 2012. The city's project is to set controls to allow traffic to flow from North Prince Street.
A motion by Steele, seconded by Keeney, to approve the bid from J Ranck Electric for \$17,050 for improvements to the Prince Street Signal at M-89. On a roll-call vote, all in favor. Motion Passed.
 - D. Clerk/Treasurer Kelley outlined five (5) annual resolutions for 2018 – the first lists the Ordinance Enforcement Officers of the city; the second lists the Council meeting dates for 2018; the third lists the employee holiday dates (when City offices are closed); the fourth is a listing of the dates on which the flags are flown on city streets, and; the fifth is a resolution authorizing the Director of Public Safety to liaison with the State of Michigan for temporary closures of M-89.
A motion by Steele, seconded by Overhuel, to adopt Resolutions 18-01 through 18-05 for Ordinance Enforcement Officers, 2018 Council Meeting Dates, 2018 Employee Holiday Dates, 2018 Street Flag Dates and 2018 Street Closures. On a voice vote, all in favor. Motion Passed.
11. Communications:
 - A. **A motion by Steele, seconded by Overhuel, to accept and place on file the November 2017 Water Renewal and Public Safety Reports and the DRAFT 12/12/2017 DDA-TIFA-BRA Minutes. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

A motion by Keeney, seconded by Overhuel, that the bills be allowed and orders drawn in the amount of \$347,598.69 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments None.

14. Staff Comments

City Manager Wilson briefed Council about ongoing discussions with Consumers Energy and Weyerhaeuser regarding moving the power poles between the Mill and the River. The estimated cost of the project could exceed \$400,000 and the city is working to find a solution. He suggested possibly holding a Public Meeting to invite citizens in for an update on the progress of the Mill Site Cleanup, given pending 2018 work.

15. Council Comments: None

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:37 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully

Submitted by,

Brian Kelley

City Clerk/Treasurer

MINUTES
Plainwell City Council
January 8, 2018

1. Mayor Brooks called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Don Mejeur of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-Tem Steele, Councilman Overhuel, Councilman Keeler and Councilman Keeney. Absent: None.
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 12/27/2017 regular meeting. On voice vote, all voted in favor. Motion passed.

6. General Public Comments:

David Benac of Kalamazoo, Michigan introduced himself and noted that he is a Democratic Candidate for the 6th Congressional District, which includes the City of Plainwell. He gave a brief personal history of his Michigan roots and his plans for Town Hall-style meetings around the District. There is one such meeting already scheduled for January 18, 2018 at Plainwell City Hall Council Chambers and the public is invited to attend.

7. County Commissioner Report: None.
8. Agenda Amendments: None
9. Mayor's Report: None.
10. Recommendations and Reports:

A. Community Development Manager Siegel presented plans for a drive-through coffee shop at 203 S. Main St., which is the south-east corner of South Main and Chart Street, a former gas station. The United Methodist Church is providing funding for the coffee shop which will benefit Fair Trade organizations as a community service. Building owner Danene Gless noted that the goal is to support local businesses and charitable organizations. The Planning Commission and PCI have reviewed the site plans and have grandfathered the site as a mercantile business. The Planning Commission recommends approval of the site plan.

A motion by Keeler, seconded by Keeney, to approve the Site Plan for the Fair Trade Coffee Shop at 203 S. Main St. On a voice vote, all in favor. Motion passed.

B. Superintendent Updike briefed the Council on the Water Asset Management Plan that is required by the Michigan Department of Environmental Quality. The Plan is a comprehensive document with all the assets listed from data within the GIS and Cartegraph systems. One of the main purposes of the Plan is the criticality assessment, which prioritizes repairs, replacements and upgrades. Overall, the water system is good shape, with service shortcomings identified in the Capital Improvement Plan.

A motion by Keeney, seconded by Keeler, to accept the Water Asset Management Plan for submission to the Michigan Department of Environmental Quality. On a voice vote, all in favor. Motion passed.

11. Communications:

A. A motion by Steele, seconded by Overhuel, to accept and place on file the December 2017 Investment and Fund Balance Reports. On a voice vote, all in favor. Motion passed.

12. Accounts Payable:

A motion by Keeler, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$502,174.75 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments None.

14. Staff Comments

Superintendent Updike thanked Jerry Lawrence for having covered and filled in for both Superintendents over the holiday breaks. He also announced his retirement effective May 1, 2018.

Superintendent Pond reported the painting project is complete the work looks great.

Director Bomar reported on recent trainings for active shooters and fire smoke awareness.

Community Development Manager Siegel reminded Council of a joint meeting with the Planning Commission scheduled for 7pm on Wednesday January 17 in Council Chambers to work through the M-1 and M-2 Zoning Ordinance to improve the industrial district, which is a requirement the for the Redevelopment Readiness Certification.

Clerk/Treasurer Kelley reported setting up the 2018/2019 budget.

City Manager Wilson reminded Council about ongoing discussions with Consumers Energy and Weyerhaeuser regarding moving the power poles between the Mill and the River. He also noted working on a Request for Qualifications for mill development after the scheduled 2018 clean up work..

15. Council Comments: None

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:22 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully

Submitted by,

Brian Kelley

City Clerk/Treasurer