

# City of Plainwell

Kevin Hammond, Chair  
Rachel Colingsworth, Vice Chair  
Stephen Bennet, Member  
Jay Lawson, Member  
Elizabeth Raich, Member  
Dale Burnham, Member  
Lori Steele, Council Representative



**“The Island City”**

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)

## AGENDA

### Planning Commission

**Wednesday, January 21, 2026 - 6:30PM**  
**Plainwell City Hall Council Chambers**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes – 11/05/2025 Regular Meeting
5. Public Comment
6. Chairperson’s Report
7. Recommendations and Reports:

#### **A. Public Hearing – Special Use Permit Application for an Accessory Dwelling Unit**

The Planning Commission will hold a public hearing to receive comment on a Special Use Permit Application for an Accessory Dwelling Unit.

8. Communications: City Council meeting minutes from 10/27/2025, 11/10/2025, 11/24/2025, 12/08/2025 and 12/22/2025.
9. Public Comments
10. Staff Comments
11. Commissioner Comments
12. Adjournment

Agenda Subject to Change

Note: All public comment limited to two minutes, when recognized please rise and give your name and address.  
Plainwell is an equal opportunity provider and employer

**MINUTES**  
**Plainwell Planning Commission**  
**November 5, 2025**

1. Chair Colingsworth called the regular meeting to order at 6:30pm in City Hall Council Chambers.
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Chair Rachel Colingsworth, Commissioners Stephen Bennett, Kevin Hammond, Dale Burnham, Elizabeth Raich, Jay Lawson, Lori Steele and City Manager Justin Lakamper,  
Excused: None.
4. Approval of Minutes:  
**A motion by Lawson, seconded by Raich, to accept and place on file the Planning Commission Meeting Minutes of the 08/20/2025 regular meeting. On a voice vote, all voted in favor. Motion passed.**
5. Public Comment: None.
6. Chairperson's Report: None.
7. Recommendations and Reports:
  - A. Clerk Leonard discussed the current Planning Commission bylaws.  
The Commission made the following revisions:
    1. Section 3: Meeting time updated from 7:30pm to 6:30pm
    2. Section 4: Annual meeting moved from 1<sup>st</sup> meeting in August to 1<sup>st</sup> meeting in November
    3. Section 4: the word Secretary was removed**A motion by Hammond, seconded by Steele, to approve and adopt the revised Planning Commission bylaws. On a voice vote, all voted in favor. Motion passed.**
  - B. Clerk Leonard discussed Section 4 of the bylaws concerning the election of a Planning Commission Chair and Vice Chair.  
**Steele nominated Hammond for Chair. Hammond accepted the nomination.**  
**Bennett nominated Colingsworth for Chair. Colingsworth accepted the nomination.**  
Voice votes were cast as follows: Burnham voted for Hammond. Lawson voted for Hammond. Bennett voted for Colingsworth. Colingsworth voted for Colingsworth. Raich voted for Hammond. Hammond voted for Hammond. Steele voted for Hammond.  
**By a vote of 5 to 2, Hammond was elected Chair.**  
**A motion by Raich nominating Colingsworth as Vice Chair. Colingsworth accepted the nomination.**  
On a voice vote, all voted for Colingsworth.  
**By a vote of 7 to 0, Colingsworth was elected Vice Chair.**
  - C. City Manager Lakamper discussed the DRAFT Accessory Dwelling Unit Ordinance.  
**A motion by Burnham, seconded by Hammond, recommending the DRAFT Accessory Dwelling Unit Ordinance to City Council for consideration. On a voice vote, all voted in favor. Motion passed.**
  - D. City Manager Lakamper discussed the DRAFT Zoning Compliance Permit Ordinance.  
**A motion by Burnham, seconded by Steele, recommending the DRAFT Zoning Compliance Permit Ordinance to City Council for consideration. On a roll call vote, all voted in favor. Motion passed.**
8. Communications:  
**City Council Meeting Minutes from 8/25/2025, 9/08/2025, 9/22/2025, 10/08/2025, and 10/13/2025 were reviewed.**
9. Public Comments: None.
10. Staff Comments:  
City Manager Lakamper reported on a letter the City received from Weyerhaeuser discussing concerns about the development of the Mill property due to prior PFAS contamination. Their concerns are specific to the housing developments planned on the Mill site.
11. Commissioner Comments: None
12. Adjournment:  
**A motion by Burnham, seconded by Hammond, to adjourn the meeting at 7:43pm. On a voice vote, all voted in favor. Motion passed.**

Minutes respectfully submitted by:  
JoAnn Leonard, City Clerk



## "The Island City"

### MEMORANDUM

211 N. Main Street  
Plainwell, Michigan 49080  
Phone: 269-685-6821  
Fax: 269-685-7282

TO: Planning Commission  
FROM: JoAnn Leonard, Zoning Administrator  
DATE: January 21, 2026  
SUBJECT: Special Use Permit Application

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### **REQUEST: Special Use Permit Application – Accessory Dwelling Unit**

**(SUP 2026-01) Stephen and Amanda Czarnecki** are requesting permission to use an existing Accessory Dwelling Unit (ADU), under Sec. 53-127, on parcel #55-380-002-00, legal description LOT 2 ALSO E 1/2 LOT 3 VAN HORN'S ADDITION, commonly known as 413 W. Bridge St., in a Residentially Zoned district (R1B), within the City of Plainwell, Allegan County, MI.

Staff has limited review to those ordinance standards directly affected by the proposed special use.

#### *Aerial View:*



**Site Plan:**



/// = Guest Parking

**RELEVANT ORDINANCES:**

**Sec. 53-8. PERMITTED USES AFTER SPECIAL APPROVAL**

- L. Accessory Dwelling Unit, subject to the requirements of Sec. 53-127

**Sec. 53-12. PERMITTED USES AFTER SPECIAL APPROVAL**

- H. Accessory Dwelling Unit, subject to the requirements of Sec. 53-127

**Sec. 53-127. DWELLING UNIT CONVERSIONS & ACCESSORY DWELLING UNITS (ADUs)**

- A. Dwelling Unit Conversions – N/A
- B. Accessory Dwelling Units (ADUs)

1. Intent. Accessory dwelling units are intended to accommodate the needs of family members residing upon a single parcel, but who desire separate quarters, as well as to provide additional attainable housing options for community residents.
2. Accessory dwelling units shall be permitted as special approval use in the R-1A, R- 1B Single-Family Residence Zoning District and R-1C, Single- and Two-Family Residence District, subject to the requirements of Sec. 53-130 and the following standards:
  - a. The application shall include front and side elevations.  
**REMARK: WAIVED** - Unit already exists
  - b. Accessory dwelling units shall not be located within the footprint of an existing single-family dwelling unit and shall only be permitted if constructed as a separate building or as an expansion of an existing accessory building. The conversion of existing single-family dwellings into two (2) or three (3) dwelling units within the footprint of the existing single-family dwelling shall be considered a dwelling unit conversion and regulated in accordance with subsection A above.  
**REMARK: MET** - ADU is located in a detached carriage house
  - c. No more than one (1) accessory dwelling unit shall be permitted on a single parcel, and it shall not be located on a parcel with more than one dwelling unit.  
**REMARK: MET** – There is one ADU on this parcel
  - d. The property owner shall occupy either the principal structure or the accessory dwelling unit as their primary residence.  
**REMARK: MET** – The property owner will occupy the primary residence
  - e. The accessory dwelling unit shall include, at a minimum, a kitchen, a bathroom, and a sleeping area separate from the primary residence, and shall meet all provisions of the Housing Code, Building Code, and any other applicable codes adopted by the City of Plainwell.  
**REMARK: PARTIALY MET** – Will be a condition of approval  
Inspection by PCI for Code compliance and Occupancy Permit required before use of unit. (Refer to **Sec. 53-130 K. Inspection**)
  - f. The exterior design of an accessory dwelling unit, whether attached or detached to a building or structure, shall be compatible with the principal dwelling and any other accessory buildings or structures on the parcel. The building form, construction materials, dimensions, and landscaping shall remain consistent with the principal structure and in harmony with the character and scale of the surrounding neighborhood.  
**REMARK: MET** – Carriage house exterior matches that of primary residence
  - g. The owners of the subject property shall sign a Statement of Conditions in a form acceptable to the Zoning Administrator and/or the Planning Commission containing a legal description of the subject property and specifying the restrictions on the accessory dwelling set forth in this Section as well as any other conditions imposed by the Planning

Commission in granting Special Approval for the accessory dwelling. No building or zoning permits for the accessory dwelling shall be issued until the City Zoning Administrator is provided with satisfactory proof that the fully executed Statement of Conditions has been recorded with the Register of Deeds of Allegan County.

**REMARK: UNMET** – This is a condition of final approval by Council

- h. Unit Floor Area. Accessory dwelling units shall have a minimum floor area of no less than four hundred (400) square feet. An accessory dwelling unit shall not exceed the gross floor area of the principal dwelling.

**REMARK: MET** – The ADU is 520 sq. ft.

- i. The accessory dwelling unit shall comply with setback, height, and other applicable dimensional requirements for accessory buildings, as applicable, of the R-1A, R-1B Single-Family Residence District and R- 1C, Single- and Two-Family Residence District.

**REMARK: MET** – Unit contained within existing carriage house.

- j. Accessory dwelling units and any accessory buildings to which they may be attached are exempt from the requirement that detached accessory buildings be located a minimum of ten (10) feet from any main building.

**REMARK: MET**

- k. At least one (1) off-street parking space shall be provided for the accessory dwelling unit; and such parking spaces shall be in addition to the off-street parking required for the principal dwelling.

**REMARK: MET** – See site plan

- l. If a detached accessory building larger than two hundred (200) square feet exists on the property, an accessory dwelling unit shall be attached to the detached accessory building. The conversion of an accessory building or garage into an accessory dwelling unit shall comply with all applicable building codes for dwelling units.

**REMARK: MET**

#### **Sec. 53-130. SPECIAL APPROVAL USE PROCEDURE, SPECIAL APPROVAL USE PERMITS.**

In order that this chapter be flexible and reasonable, special approval uses are provided for in various zoning districts and require special approval use permits granted by the City Council after the body has received a written recommendation from the City Planning Commission. Conformance to special approval use standards is required in addition to all other requirements of this chapter. All uses are declared to possess characteristics of the unique and distinct form that each specific use shall be considered on an individual case. The granting of a special use permit does not negate the requirements for any other required permit(s).

A. *Standards for the consideration of special approval uses.* The review of a special approval use shall consider the following:

1. The general safety, health and welfare of the community-at-large; this shall include:
  - a. Accessibility of the property in question to fire and police protection;
  - b. Traffic conditions, creating or adding to a hazardous situation;

c. Transportation design requirements, if any, which will be needed to accommodate any traffic impact for the use intended; and

d. Appropriateness of the location, nature and height of the proposed use to the size, type and kind of buildings, uses and structures in the vicinity and adjacent properties, including the safety and convenience of people therefrom.

**REMARK: MET**

2. Any potential decrease in the market value of adjacent buildings, uses and structures which are permitted by right under current zoning, if the proposed use is granted;

**REMARK: MET** – No negative impact on surrounding residences is expected

3. Harmony with the Land Use Planning Program of the city. This considers whether the location and size of the proposed use, the nature and intensity of the activities involved, the size of the site with respect to existing and future streets (giving access to it), parks and drainage systems will be in harmony with the Land Use Plan of the city and the character of land use which is intended by the Land Use Plan for the area or district in question;

**REMARK: MET**

4. Impact from the applicant's proposed use, its location and intensity and the height of its buildings, walls, fences and other structures upon the appropriate character of development intended for the area as deemed desirable by the city's Land Use Plan;

**REMARK: MET**

5. Any hazards arising from storage and use of inflammable fluids; and/or

**REMARK: DOES NOT APPLY**

6. The operations in connection with any special approval use shall not be environmentally objectionable to nearby properties by reason of noise, fumes, pollution, vibration or lights to an extent which is more than would be the operations of any use permitted by right for that district wherein the special use is proposed.

**REMARK: MET**

**STAFF COMMENTS:** Amanda Czarnecki approached the City in July 2025, sharing that she was interested in renting out a one-bedroom apartment located within a detached carriage house on her property. The apartment had been used by the previous owners for family members and guests, but not as a rental unit. Plainwell's Code of Ordinance did not allow Accessory Dwelling Units, and Amanda's request began the process of working with Planning and the City to update the Ordinance. Amanda has worked closely with the City throughout the process, and has met all the requirements but two- and Occupancy permit and a Statement of Conditions filed with Allegan County. It is my opinion that this Special Use Permit Application be recommended to City Council for consideration with conditions, as shown in the suggested motion below.

**ATTACHMENT(S):**

**Special Use Permit Application 2026-01**

## **OPTION FOR MOTIONS:**

**If the Planning Commission determines that the standards have not been met, revisions are necessary or more information is needed, this request could be denied or tabled.**

**If the Planning Commission concurs that the standards of the ordinance have been met, the following motions are offered:**

**SUGGESTED MOTION:** I motion to [recommend / recommend with conditions / deny / table] Special Use Permit Application 2026-01 from Stephen and Amanda Czarnecki for an Accessory Dwelling Unit (ADU) under **Sec. 53-127** of the City of Plainwell Code of Ordinance to City Council for consideration, based on the findings of fact outlined in the staff report dated January 21, 2026, on the parcel identified as #55-380-002-00, 413 W. Bridge St., subject to the following conditions:

1. The applicant shall meet all provisions of the Housing Code, Building Code, and any other applicable codes adopted by the City of Plainwell, and obtain an Occupancy Permit prior to use of unit.
2. The applicant shall sign a Statement of Conditions in a form acceptable to the Zoning Administrator and/or the Planning Commission containing a legal description of the subject property and specifying the restrictions on the accessory dwelling set forth in this Section as well as any other conditions imposed by the Planning Commission in granting Special Approval for the accessory dwelling. No building or zoning permits for the accessory dwelling shall be issued until the City Zoning Administrator is provided with satisfactory proof that the fully executed Statement of Conditions has been recorded with the Register of Deeds of Allegan County.



"The Island City"

# City of Plainwell Special Use Permit Application

Fee: \$100.00

Permit #  
2026-01

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

## Owner/Applicant Information:

Name: Amanda Czarnecki

Address: 413 W Bridge St, Plainwell MI 49080 # 55-380-002-00

Phone Number: 269-420-6273

Email Address: amanda.p.ridenour@gmail.com

Request is for a special permit to (specify use):

Use of carriage house apartment for rental.

Legal Description of Property:

Family home with detached ADU apartment

Address of Property: 413 W Bridge St, Plainwell MI 49080

Present Use and Zoning of Property: 2nd floor apartment not being rented, 1st floor storage

Attach an accurate drawing showing the following:

1. Property boundaries
2. Existing structures
3. Location of abutting streets
4. Existing zoning on adjacent properties
5. Locations of buildings on adjacent properties
6. Proposed new structures

Names and addresses of all other persons, firms or corporations having a legal interest in the property:

Steven Czarnecki 413 W Bridge St Plainwell, MI 49080

Applicant/Owner Signature:

Date: 12/17/25

## Administrative Use Only:

Date of Application:

Fee Amount: \_\_\_\_\_ Date: \_\_\_\_\_

Council Action: \_\_\_\_\_ Date: \_\_\_\_\_

Effective Date: \_\_\_\_\_



The City of Plainwell is an equal opportunity provider and employer.

## 413 W. Bridge St. Carriage House Apartment

### About the Apartment:

Our 1869 home includes a carriage house that is about 1,040sq ft. The 2nd floor of the carriage house is an apartment that is 520sq ft. This apartment is self contained with its own entrance, a kitchen, lavatory, and a living/studio style bedroom. Our unit is 1 bed, 1 bath, and only large enough to house 2 people. All of the buildings on the property have been maintained to keep the historical charm and integrity that we have come to appreciate in our beloved historical district.



Bathroom



Entrance (private)



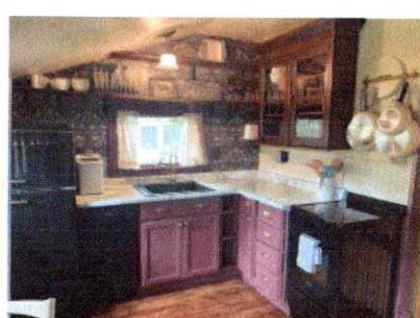
1 Bed (studio style living)



Dining (eat in kitchen)



Livingroom (studio style living)



Kitchen

There are no employees. The unit is 1 bed and can have 1 single person or a couple (2 guest max)



/// = Guest Parking

SITE PLAN

**MINUTES**  
**Plainwell City Council**  
**October 27, 2025**

1. Mayor Keeler called the regular meeting to order at 7:00pm in City Hall Council Chambers.
2. Invocation: Given by Jared Bowen of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brad Keeler, Mayor Pro Tem Lori Steele, and Councilmembers Roger Keeney, Randy Wisnaski and Cathy Green.  
Absent: None.
5. Approval of Minutes:  
**A motion by Steele, seconded by Wisnaski, to accept and place on file the Council Meeting Minutes of the 10/13/2025 regular meeting. On a voice vote, all voted in favor. Motion passed.**
6. Public Comment: None.
7. Presentation: Chris Hass Volunteer of the Year Award
8. County Commissioners Report: Commissioner Gale Dugan gave an update on happenings throughout Allegan County.  
Drain Commission Chris Machiela introduced himself to Council.
9. Agenda approval:  
**A motion by Steele, seconded by Wisnaski, to approve the Agenda for the October 27, 2025 meeting as presented. On a voice vote, all voted in favor. Motion passed.**
10. Mayor's Report: None.
11. Recommendations and Reports:
  - A. City Manager Lakamper discussed an On-Premise Tasting Permit for Doster Brewing Co. LLC.  
**A motion by Keeney, seconded by Steele, approving Resolution 2025-19 which recommends the consideration and approval of an On-Premises Tasting Permit for Doster Brewing Co. LLC by the Michigan Liquor Control Commission. On a roll call vote, all voted in favor. Motion passed.**
  - B. City Manager Lakamper discussed a Class C Liquor License Permit for Mill 17 LLC.  
**A motion by Keeney, seconded by Green, approving Resolution 2025-20 which recommends the consideration and approval of a Class C Liquor License Permit for Mill 17 LLC by the Michigan Liquor Control Commission. On a roll call vote, all voted in favor. Motion passed.**
  - C. City Manager Lakamper discussed a proposed parking lot plan from BizEx Ventures.
12. Communications:  
**A motion by Steele, seconded by Wisnaski, to accept and place on file the September 2025 Department of Public Safety and Water Renewal Reports and the 09/09/2025 DDA/BRA/TIFA meeting minutes. On a voice vote, all voted in favor. Motion passed.**
13. Accounts Payable:  
**A motion by Wisnaski, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$209,146.22 for payment of the same. On a roll call vote, all voted in favor. Motion passed.**
14. Public Comments: Dale Burnham of 210 Prairie St thanked Director Callahan for addressing the car, and he hopes to have updates on the burned house and empty lot soon. He asked when Mill 17 planned to close on the building purchase, and for an update on Classic Auto Factory.
15. Staff Comments:  
Finance Director/Treasurer Wilcox introduced herself to Council, and was welcomed by all.  
  
Superintendent Nieuwenhuis congratulated the flower volunteers, and thanked them for their hard work year after year. He shared that loose-leaf pick goes daily until 11/23, and reminded everyone that loose leaf piles need to be trash and brush free. Brush pick up is separate, and occurs on the first Monday of each month. Any home with brush, trash, or other yard waste in their leaf pile will not be picked up.  
  
Superintendent Keyzer congratulated and thanked the flower volunteers. He noted that Waste Water is having sludge hauled out this week, so there will be trucks in and out.  
  
Clerk Leonard thanked the volunteer flower team.

**MINUTES**  
**Plainwell City Council**  
**October 27, 2025**

City Manager Lakamper shared that a lease agreement had been drafted and provided to Classic Auto Factory. The current offer is a 50-year lease, with a 5-year renovation timeline, with a 5-year option to buy the building and a built in ownership transfer if/when the building becomes insurable. Classic Auto Factory will own the entire complex, allowing them to shift noise and smell producing operations further from Mill 17. Responding to public comments, he shared that the land being used for trash and storage has been addressed by the DPS. Professional Code Inspectors (PCI) is working toward labeling the burned house as dangerous. He thanked the flower volunteers. He stated that MEDC is working with NAPA on the site plan for the new building, and it is his hope to use the same company to design the rest of the front of the Mill complex if possible.

16. Council Comments:

Mayor Pro Tem Steele thanked the flower volunteers, and shared her vacation to Oklahoma to see family was a great time.

Councilmembers Keeney and Wisnaski thanked the flower volunteers for their hard work.

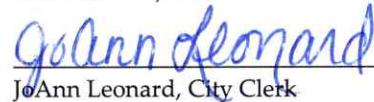
Councilmember Green thanked the flowers volunteers as well, and offered the idea of splitting building 3 of the Mill complex to allow a central portion of the building to remain available to the City, as discussed years ago, with the potential for a future public park.

17. Adjournment:

**A motion by Steele, seconded by Wisnaski, to adjourn the meeting at 7:51pm. On a voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
submitted by,  
JoAnn Leonard  
City Clerk

MINUTES APPROVED BY CITY COUNCIL  
November 10, 2025

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

**MINUTES**  
**Plainwell City Council**  
**November 10, 2025**

1. Mayor Keeler called the regular meeting to order at 7:00pm in City Hall Council Chambers.
2. Invocation: None
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brad Keeler and Councilmembers Roger Keeney, Randy Wisnaski and Cathy Green.  
Absent: Mayor Pro Tem Lori Steele (arrived at 7:20pm)  
A motion by Wisnaski, seconded by Green, to excuse Mayor Pro Tem Steele from tonight's proceedings. On a voice vote, all in favor. Motion passed.
5. Approval of Minutes:  
A motion by Keeney, seconded by Wisnaski, to accept and place on file the Council Meeting Minutes of the 10/27/2025 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. Presentation: None.
8. Agenda approval:  
A motion by Wisnaski, seconded by Keeney, to approve the Agenda for the November 10, 2025 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: None.
10. Recommendations and Reports:
  - A. A motion by Wisnaski, seconded by Keeney, to open a Public Hearing at 7:06pm to hear comments regarding an Industrial Facility Tax (IFT) Exemption Certificate Application received from Profielnorm USA, LLC. On a voice vote, all in favor. Motion passed.  
City Manager Lakamper discussed the 12-year Industrial Facilities Tax (IFT) Exemption Certificate request received from Profielnorm USA, LLC. On September 29, 2025.  
No public comment.  
A motion by Keeney, seconded by Wisnaski, to close the public hearing at 7:13pm. On a voice vote, all voted in favor. Motion passed.  
A motion by Keeney, seconded by Wisnaski, approving a 12-year Industrial Facility Tax (IFT) Exemption for Profielnorm, USA, LLC.
  - B. City Manager Lakamper discussed Ordinance 403 which amends Chapter 53: Zoning as it pertains to Dwelling Unit Conversions and Accessory Dwelling Units.  
A motion by Keeney, seconded by Wisnaski, to adopt Ordinance 403 as presented. On a roll call vote, all voted in favor. Motion passed.
  - C. City Manager Lakamper discussed Ordinance 404 which amends Chapter 53: Zoning as it pertains to Zoning Compliance Permits.  
A motion by Wisnaski, seconded by Keeney, to adopt Ordinance 404 as presented. On a roll call vote, all voted in favor. Motion passed.
    - *Mayor Pro Tem Steele joined the meeting at this point*
  - D. City Manager Lakamper discussed the building location, site and design plans from MEDC for Plainwell Auto.
  - E. Superintendent Nieuwenhuis discussed upgrading the hydraulic system on Loader 60A to allow it to utilize the Tinks Claw for loose leaf pickup.  
A motion by Keeney, seconded by Steele, approving a hydraulic system upgrade for Loader 60A by AIS Construction Equipment at a cost of \$13,515.54. On a roll call vote, all voted in favor. Motion passed.

**MINUTES**  
**Plainwell City Council**  
**November 10, 2025**

11. Communications: None

12. Accounts Payable:

**A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$96,921.76 for payment of the same. On a roll call vote, all voted in favor. Motion passed.**

13. Public Comments: None.

14. Staff Comments:

Personnel Coordinator/Deputy Treasurer Kersten had nothing to report.

Superintendent Nieuwenhuis reminded everyone that the last day to put loose leaves out to the curb for pick up is Sunday, November 23. The S. Main project is finished, and will be chip sealed and restriped next year. We are waiting for the signs and barricades to be picked up by the contractor.

Superintendent Keyzer stated all the biosolids/sludge was hauled out and disposed of last week. Lift station maintenance is taking place this week.

Clerk Leonard reported on the election she worked in Leighton Township, stating it went well and was a great refresher.

City Manager Lakamper discussed a meeting he had with Weyerhaeuser and the City Attorney about a letter Weyerhaeuser sent the City concerning PFAS on the Mill property. Weyerhaeuser has asked the City to delay development to allow them to investigate further. The City Attorney feels that negotiations with Watts Homes can continue. Draft covenants for the Mill property are being reviewed by EGLE at the State level.

He shared that he had informed BizEx Ventures (Building 17/18 - Wedding Venue) that Council was not interested in selling them Mill property for use as a parking lot. They proposed paid parking as a possible solution to recoup their investment. He provided an update on building 2, stating that the insurance company has estimated a \$540k payout after depreciation. This should be enough to cover demolition of the building.

There is a ribbon cutting Wednesday 11/12/2025 at 5pm for Hoard Chiropractic.

The auto auction business has withdrawn their offer to purchase the 28-acre parcel in Industrial Park, stating that the site was too small to meet their inventory needs.

15. Council Comments:

Councilmember Keeney shared that he leaves for vacation soon.

Councilmember Green shared that recycling hadn't been picked up on Sherwood or Cushman.

16. Adjournment:

**A motion by Steele, seconded by Wisnaski, to adjourn the meeting at 7:53pm. On a voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
submitted by,  
JoAnn Leonard  
City Clerk

MINUTES APPROVED BY CITY COUNCIL  
November 24, 2025

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

**MINUTES**  
**Plainwell City Council**  
**November 24, 2025**

1. Mayor Keeler called the regular meeting to order at 7:00pm in City Hall Council Chambers.
2. Invocation: Given by Dan Martin of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brad Keeler, Mayor Pro Tem Lori Steele, and Councilmembers Randy Wisnaski and Cathy Green.  
Absent: Councilmember Roger Keeney  
**A motion by Wisnaski, seconded by Steele, to excuse Councilmember Keeney from tonight's proceedings. On a voice vote, all voted in favor. Motion passed.**
5. Approval of Minutes:  
**A motion by Steele, seconded by Wisnaski, to accept and place on file the Council Meeting Minutes of the 11/10/2025 regular meeting. On a voice vote, all voted in favor. Motion passed.**
6. Public Comment: None.
7. County Commissioners Report: Commissioner Gale Dugan gave an update on happenings throughout Allegan County.
8. Agenda approval:  
**A motion by Steele, seconded by Wisnaski, to approve the Agenda for the November 24, 2025 meeting as presented. On a voice vote, all voted in favor. Motion passed.**
9. Mayor's Report: None.
10. Recommendations and Reports:
  - A. City Manager Lakamper discussed Resolution 2025-21, which formally approves a 12-year Industrial Facilities Tax (IFT) exemption for Profielnorm USA, LLC.  
**A motion by Steele, seconded by Wisnaski, approving Resolution 2025-21 as presented. On a roll call vote, all voted in favor. Motion passed.**
  - B. City Manager Lakamper discussed the sale of City owned property at 761 N. Main St. (parcel 55-019-002-01).  
**A motion by Steele, seconded by Green, approving the sale of 761 N. Main St using the Request for Proposal (RFP) process and authorizing City Manager Lakamper to initiate an appraisal of the property. On a roll call vote, all voted in favor. Motion passed.**
11. Communications:  
**A motion by Steele, seconded by Wisnaski, to accept and place on file the October 2025 Investment, Fund Balance, Department of Public Safety and Water Renewal Reports, and the 8/20/2025 Planning Commission and 10/14/2025 DDA/BRA/TIFA meeting minutes. On a voice vote, all voted in favor. Motion passed.**
12. Accounts Payable:  
**A motion by Wisnaski, seconded by Green, that the bills be allowed and orders drawn in the amount of \$107,250.06 for payment of the same. On a roll call vote, all voted in favor. Motion passed.**
13. Public Comments: Dale Burnham of 210 Prairie St wished everyone a happy Thanksgiving.
14. Staff Comments:  
Finance Director/Treasurer Wilcox wished everyone a happy Thanksgiving  
  
Superintendent Keyzer wished everyone a happy Thanksgiving. He mentioned that the City owned parcel discussed tonight may be the only viable option to allow for utility service to 771 N. Main for development.  
  
Clerk Leonard had nothing to report.  
  
Director Callahan shared that the 2025 Shop with a Hero event will take place on 12/17/2025, with ~30 local students participating. Officer Pell was recognized by Allegan County dispatch for stopping a vehicle going the wrong way on the highway prior to an accident occurring.  
  
City Manager Lakamper discussed the need for more housing in the City. He shared that Fleis & Vandenbrink (F&V) have begun work on the Industrial Park project engineering. They found an ~500ft original section of water main that should be replaced prior to paving. F&V engineering costs are being paid by a grant through MEDC and Lakeshore Advantage. F&V are also applying for a 50k pedestrian traffic grant that, if awarded to Plainwell, will be used to update and repair the Trestle Bridge.

**MINUTES**  
**Plainwell City Council**  
**November 24, 2025**

Bosch Architects, who designed the site plan for Plainwell Auto, are now designing a concept site plan for Classic Auto Factory and Mill 17 which includes parking, an access road and green space. When finished, the plans will be presented at a public meeting to gather resident input.

Mary Jane Rhodes, a top environmental lawyer, has been hired to represent the City in discussion with Weyerhaeuser pertaining to the Mill property. She shared that investigation and remediation can occur at the same time, so there is no need to delay development.

Insurance has offered a depreciated value of \$560k for Building #2, which should cover most, if not all, the cost of demolition.

15. Council Comments:

Mayor Pro Tem Steele wished everyone a happy Thanksgiving, and mentioned that Mosaic Distillery's signs downtown will need to be moved for the tree lighting ceremony.

Councilmember Wisnaski wished everyone happy Thanksgiving.

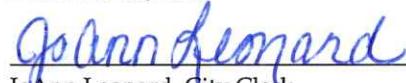
Councilmember Green asked about replacing the sign at the Fannie Pell park entrance. She shared that the newly repaired City clock looks great- it is clear and easy to see, and wished everyone a happy Thanksgiving.

16. Adjournment:

**A motion by Steele, seconded by Wisnaski, to adjourn the meeting at 7:38pm. On a voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
submitted by,  
JoAnn Leonard  
City Clerk

MINUTES APPROVED BY CITY COUNCIL  
December 08, 2025

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

**MINUTES**  
**Plainwell City Council**  
**December 08, 2025**

1. Mayor Keeler called the regular meeting to order at 7:00pm in City Hall Council Chambers.
2. Invocation: Given by Brian Warren from Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brad Keeler, Mayor Pro Tem Lori Steele and Councilmembers Randy Wisnaski and Cathy Green.  
Absent: Councilmember Roger Keeney  
A motion by Wisnaski, seconded by Steele, to excuse Councilmember Keeney from tonight's proceedings. On a voice vote, all in favor. Motion passed.
5. Approval of Minutes:  
A motion by Steele, seconded by Wisnaski, to accept and place on file the Council Meeting Minutes of the 11/24/2025 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 Wisnaski, to approve the Agenda for the December 08, 2025 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: The food was great at the Christmas party, and the Tree Lighting Ceremony went really well.
10. Recommendations and Reports:
  - A. Director Callahan discussed the purchase of four sets of new fire gear. The new gear replaces gear that is more than ten years old, and expired.  
A motion by Steele, seconded by Wisnaski, to approve the purchase of four sets of fire gear from MES for \$9,036.00. On a roll call vote, all voted in favor. Motion passed.
  - B. City Manager Lakamper discussed the development of the Mill property. He discussed the four main proposals: the housing development, the lease agreement with Classic Auto Factory for the remaining buildings, the Plainwell Auto land purchase and new building and Mill 17's green space and parking lot proposal. He shared that MEDC (Bosch Architects) are working on a concept Mill property site plan that includes the Plainwell Auto Building, parking lots for Mill 17 and Classic Auto Factory with buffers, a green space and a road for access to the rear of the Mill property. When completed, the concept plan will be shared at a public meeting. Council discussed Mill 17's parking lot proposal, and the potential problems with having exclusivity on nights and weekends.
11. Communications:  
A motion by Steele, seconded by Wisnaski, to accept and place on file the September 9, 2025 Parks & Tree meeting minutes. On a voice vote, all voted in favor. Motion passed.
12. Accounts Payable:  
A motion by Wisnaski, seconded by Steele, that the bills be allowed and orders drawn in the amount of \$319,077.84 for payment of the same. On a roll call vote, all voted in favor. Motion passed.
13. Public Comments: Cathy Burnham discussed using an existing tree in Hick's Park for the City Christmas Tree rather than cutting and transporting a tree each year.  
Dale Burnham thanked DPW for snow removal, and thanked the City for the Christmas party. He stated his concerns with allowing Mill 17 exclusivity on what would otherwise be considered a public parking lot.
14. Staff Comments:  
Personnel Coordinator/Deputy Treasurer Kersten had nothing to report.  
Superintendent Nieuwenhuis reminded everyone to be careful of frozen pipes. Open cupboard doors, turn the heat up and/or use heat tape on pipes. Residents are responsible to clear snow from sidewalks.

**MINUTES**  
**Plainwell City Council**  
**December 08, 2025**

Director Callahan reminded everyone that there is no overnight parking from 2am-5am until March 31 2026. DPS is working toward accreditation with Michigan Law Enforcement Accreditation Council. The annual Shop with a Hero event is scheduled for 12/17/2025 at Meijer.

Clerk Leonard reported had nothing to report.

City Manager Lakamper discussed a letter from a resident commending PSOs Bruce and Welcher for their compassion and professionalism. He stated that the City Assessor had appraised the 1-acre parcel of city owned land on N. Main St at \$43,000. There will be a meeting on 12/17/2025 with GHD to discuss PFAS findings on Parcel 4. The Christmas party was a success and it was good to see everyone.

15. Council Comments:

Councilmember Green thanked DPW for snow removal, and wished everyone happy holidays.

Mayor Pro Tem Steele thanked all the staff who helped with the Christmas party, sharing it was wonderful and she got some good pictures. The parade went well. Connie and Cory (the horses) behaved themselves, and the band was great.

Councilmember Wisnaski thanked everyone for the party.

16. Adjournment:

**A motion by Steele, seconded by Wisnaski, to adjourn the meeting at 8:10pm. On a voice vote, all voted in favor.**  
**Motion passed.**

Minutes respectfully  
submitted by,  
JoAnn Leonard  
City Clerk

MINUTES APPROVED BY CITY COUNCIL  
December 22, 2025

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

**MINUTES**  
**Plainwell City Council**  
**December 22, 2025**

1. Mayor Keeler called the regular meeting to order at 7:00pm in City Hall Council Chambers.
2. Invocation: Given by Steve Smail of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brad Keeler, Mayor Pro Tem Lori Steele, and Councilmembers Randy Wisnaski, Roger Keeney and Cathy Green.  
Absent: None
5. Approval of Minutes:  
**A motion by Steele, seconded by Wisnaski, to accept and place on file the Council Meeting Minutes of the 12/08/2025 regular meeting. On a voice vote, all voted in favor. Motion passed.**
6. Public Comment: None.
7. County Commissioners Report: Commissioner Gale Dugan gave an update on happenings throughout Allegan County.
8. Agenda approval:  
**A motion by Steele, seconded by Wisnaski, to approve the Agenda for the December 22, 2025 meeting as presented. On a voice vote, all voted in favor. Motion passed.**
9. Mayor's Report: None.
10. Recommendations and Reports:
  - A. Dan Veldhuizen from Siegfried Crandall PC presented the audited financial statements for the year ended June 30, 2025. Mr. Veldhuizen stated that the city's financial statements received an "unmodified" opinion, meaning no material misstatements were noted, and no audit adjustments were made. He reported the city's financial position is acceptable. He called attention to the OPEB Fund, noting that these funds are the most concerning and should be addressed. The audit revealed no deficiencies in internal controls. He stated that very few audit clients have no deficiencies, and Plainwell is the only municipality of ~150 that prepares its own financials. He recognized and thanked Contracted City employee Kelley for his hard work and attention to detail, and recommended that the City continue to contract with Mr. Kelley, as his services cost significantly less than hiring an auditing firm.  
**A motion by Steele, seconded by Wisnaski, accepting and placing on file the audited financial statements for the City of Plainwell as of and for the year ended June 30, 2025 as presented. On a roll call vote, all voted in favor. Motion passed.**
  - B. Clerk Leonard discussed Resolutions 2026-01 through 2026-05. These Resolutions, approved annually, set meeting, holiday and flag dates, designate various employees for certain duties, and provide poverty exemption information for the upcoming year.  
**A motion by Steele, seconded by Wisnaski, adopting Resolution 2026-01 - 2026 Ordinance Enforcement Officers, Resolution 2026-02 - 2026 Council Meeting Dates, Resolution 2026-03 - 2026 Employee Holidays, Resolution 2026-04 - 2025 Street Flag Dates, and Resolution 2026-05 - 2026 Poverty Exemptions as presented. On a roll call vote, all voted in favor. Motion passed.**
  - C. City Manager Lakamper discussed an On-Premise Tasting Permit for Deep Well Brewing LLC.  
**A motion by Wisnaski, seconded by Green, approving Resolution 2025-22 which recommends the consideration and approval of an On-Premises Tasting Permit for Deep Well Brewing LLC by the Michigan Liquor Control Commission. On a roll call vote, all voted in favor. Motion passed.**
  - D. City Manager Lakamper discussed a lease agreement with Classic Auto Factory for the Mill Complex. Further details need to be added to the lease agreement, such as an improvement timeline of 2-3 years, and more specific information added to the list of tenant improvements in Exhibit C. Leasing the Mill Complex leaves the

**MINUTES**  
**Plainwell City Council**  
**December 22, 2025**

City responsible for the cleanup process. The City must work closely with CAF to make sure State requirements are being followed and that hazardous materials are properly remediated.

E. City Manager Lakamper discussed Mill 17's green space plans and parking lot proposal. Kurt from Mill 17 shared that an outdoor ceremony/green space will not only beautify the river front and City, but is an important part of successfully marketing a wedding venue and attracting clientele. Parking is also important, and having both parking and a green space will increase the chance of Mill 17 being successful. He noted that guests coming to the venue will also visit downtown shops and restaurants, and potentially use local flower shops and caterers for their events. Mayor Pro Tem Steele discussed concerns with the green space utilizing the land originally intended as the parking lot for Building 17. Councilmember Green added that the City wasn't ready for the green space discussion, and had thought parking was established, as a parking lot was sold with the building. Now Mill 17's plans have evolved to include the greenspace, causing parking concerns. Matt noted that the useable space in the building is larger than originally thought, allowing Mill 17 to host not only a larger number of guests, but also potentially hold more than one event at a time. Mill 17 also hopes to host business meetings, conferences and training events. Both Kurt and Matt want to work with the Council in hopes of finding a parking solution. Mayor Pro Tem Steele stated that the City wants Mill 17 in Plainwell, and asked that Mill 17 draft a proposal that includes the green space, outdoor venue and proposed parking lot ideas to share with Council.

**11. Communications:**

**A motion by Steele, seconded by Wisnaski, to accept and place on file the November 2025 Investment, Fund Balance, Department of Public Safety and Water Renewal Reports, and the 11/11/2025 DDA/BRA/TIFA meeting minutes. On a voice vote, all voted in favor. Motion passed.**

**12. Accounts Payable:**

**A motion by Keeney, seconded by Green, that the bills be allowed and orders drawn in the amount of \$230,233.86 for payment of the same. On a roll call vote, all voted in favor. Motion passed.**

**13. Public Comments: None.**

**14. Staff Comments:**

Finance Director/Treasurer Wilcox shared she is settling in to her new position, continuing to learn and enjoying it. She wished everyone Merry Christmas and Happy New Year.

Superintendent Keyzer wished everyone a Merry Christmas and Happy New Year. Nothing to report from Water Renewal.

Director Callahan shared PSO McGehee received a commendation for going above and beyond assisting an elderly resident. ~120 kids and 50 Officers from Plainwell and the surrounding communities participated in the Shop with a Hero event on 12/17/2025. Plainwell has received a donation of rescue tools. Councilmember Keeney told Director Callahan that he's noticed the parking area at the Dog Park has been torn up, and that someone hit the corner of the fence, leaving it crooked.

Clerk Leonard had nothing to report.

City Manager Lakamper shared that the City has issued a hearing notice to the owner of the burned home on Mariette. This is a required step prior to court involvement. The City has received a grant through Lakeshore Advantage for engineering work on the Industrial park paving project, including replacing an old section of water main. This project is tentatively scheduled for 2026/2027. Fleis & Vandenbrink have suggested the City pursue an SRF loan for necessary updates to the Water Renewal plant, and they can assist the City in applying for the loan. He touched on the audit, noting that the reason the general fund balance is acceptable is due to one-time land sales. Each year the City has a deficit of ~300k. This year was slightly better, as several full-time staff members retired and were not replaced. The City will continue to contract with Brian Kelley. He shared that the fire suppression system had

**MINUTES  
Plainwell City Council  
December 22, 2025**

frozen at the William Crispe House, flooding the building and releasing ~800k gallons of water. Councilmember Green asked about the remaining parcel for sale in Industrial Park. City Manager Lakamper shared that there is an interested party. He is working with Consumer's Power to assess the power grid to make sure it can support a new business with high energy demands.

15. Council Comments:

Mayor Pro Tem Steele wished everyone a Merry Christmas and Happy New Year, telling everyone to be safe and stay out of trouble. She thanked all City of Plainwell employees for their hard work throughout the year.

Councilmember Wisnaski wished everyone a Merry Christmas and Happy New Year

Councilmember Green wished everyone a Merry Christmas and Happy New Year, sharing that she has retired.

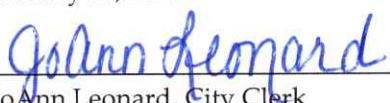
Councilmember Keeney wished everyone a Merry Christmas and Happy New Year, and shared that his vacation was great- full of sunshine, great weather and golf.

16. Adjournment:

A motion by Steele, seconded by Wisnaski, to adjourn the meeting at 8:35pm. On a voice vote, all voted in favor.  
Motion passed.

Minutes respectfully  
submitted by,  
JoAnn Leonard  
City Clerk

MINUTES APPROVED BY CITY COUNCIL  
January 12, 2026

  
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JoAnn Leonard, City Clerk