

City of Plainwell



“The Island City”

Brad Keeler, Mayor
Lori Steele, Mayor Pro Tem
Cathy Green, Council Member
Roger Keeney, Council Member
Randy Wisnaski, Council Member

Department of Administration Services
211 N. Main Street
Plainwell, Michigan 49080
Phone: 269-685-6821
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Agenda

Planning Commission Council Chambers May 7, 2025 6:30 pm

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes: 03/19/2025 Planning Meeting
5. Chairman’s Report
6. Public Comment
7. New Business: Public Hearing – Ordinance Amendment
 - a. AN ORDINANCE TO AMEND CHAPTER 53 “ZONING” OF THE CITY OF PLAINWELL CODE OF ORDINANCES; TO AMEND SEC. 53-175, A, 7 PERTAINING TO ONE AND TWO-FAMILY DWELLING RESIDENTIAL PARKING; AND TO AMEND SEC. 53-175, A, 8 PERTAINING TO SHARED PARKING.
8. Old Business: None
9. Reports and Communications:
 - a. Council minutes 3/10; 3/24; 4/14
10. Public Comments
11. Staff Comments
12. Commissioners/Council Comments
13. Adjournment

The City of Plainwell is an equal opportunity provider and employer

**CITY OF PLAINWELL
MINUTES
Planning Commission
Wednesday, March 19, 2025**

1. Call to Order at 6:30 pm by Colingsworth
2. Pledge of Allegiance
3. Roll Call:
Present: Jay Lawson, Stephen Bennett, Lori Steele, Rachel Collingsworth, Elizabeth Raich
Excused: Kevin Hammond
4. Approval of Minutes: 11/20/2024
Motion to approve minutes and place them on file was made by Lawson and seconded by Raich. All in favor vote. Motion passed.
5. Chairperson's Report: None
6. Public Comment – None
7. New Business: Ordinance amendments for commercial cross access and residential parking.
A motion was made by Steele to accept the South Haven Cross-Access Easement for Commercial Parking and have city staff work with Williams and Works to develop a similar ordinance for Plainwell, seconded by Lawson. All in favor vote. Motion Passed

A motion was made by Steele to accept the Grand Haven Residential Parking and have city staff work with Williams and Works to develop a similar ordinance for Plainwell, seconded by Lawson. All in favor vote. Motion Passed
8. Old Business: None
9. Reports and Communications: 11/11/24; 12/09/24; 12/23/24; 01/27/25; 02/10/25; 02/24/25 City Council minutes were reviewed and placed on file.
10. Public Comments: None
11. Staff Comments:
Business updates – Cigar Shop, Real Property Management, Straights of Mackinac Fudge Company opening downtown.
Progress updates on Holiday Inn Express on scheduled for opening Nov. or Dec. 2025.
Updates on GHD building
12. Commissioner Comments: None
13. Adjournment: Motion by Steele to adjourn the meeting, seconded by Lawson. Colingsworth adjourned the meeting at 7:24 p.m.

**CITY OF PLAINWELL
ALLEGAN COUNTY, MICHIGAN**

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 53 “ZONING” OF THE CITY OF PLAINWELL CODE OF ORDINANCES; TO AMEND SEC. 53-175, A, 7 PERTAINING TO ONE AND TWO-FAMILY DWELLING RESIDENTIAL PARKING; AND TO AMEND SEC. 53-175, A, 8 PERTAINING TO SHARED PARKING.

CITY OF PLAINWELL, ALLEGAN COUNTY, MICHIGAN, ORDAINS:

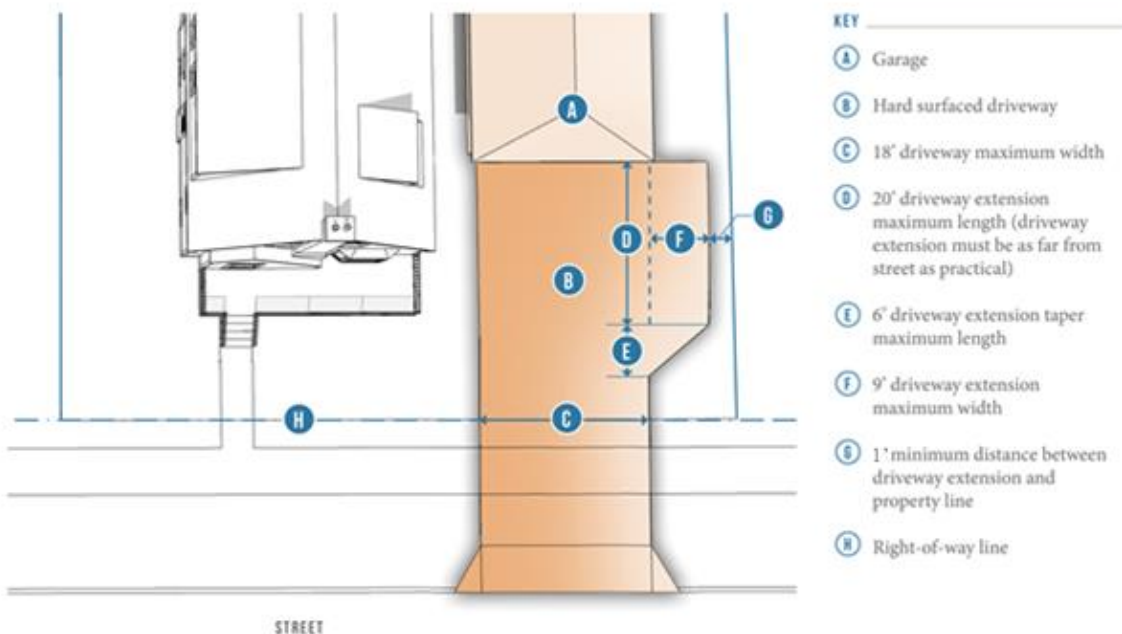
Section 1. Amendment of Sec. 53-175, A, 7. Sec. 53-175, A, 7 of Chapter 53, “Zoning” of the City of Plainwell Code of Ordinances is amended to read in its entirety as follows:

7. Specific parking requirements for one-family and two-family dwellings.

- a. Required off-street parking for one-family and two-family dwellings shall be provided within a garage, carport, on a paved driveway, or as set forth in a recorded shared parking arrangement.
- b. Off-street parking may be permitted in a required front yard or side yard, provided that the following standards are met:
 - 1) Automobiles shall be parked on an approved paved surface which shall extend as a continuous paved surface to the street; and
 - 2) Not more than fifty (50) percent of a required front or side yard shall be utilized as paved surface for the parking of automobiles.
- c. Access to enclosed or unenclosed parking shall be provided by means of a driveway which shall extend as a continuous uninterrupted way from the parking apron or structure to a street or alley. Such driveway shall comply with the following standards:
 - 1) The driveway and parking apron shall be paved with an approved hard surface, such as asphalt, concrete or other similar materials.

- 2) Driveways shall not be wider than eighteen (18) feet, or the front width of a parking enclosure, whichever is greater. All other driveways for one- and two-family dwellings may be up to eighteen (18) feet wide, provided however, one approved hard-surfaced driveway extension not more than nine (9) feet wide nor more than twenty (20) feet long may be placed along one side of the driveway and may extend beyond the front wall of the parking enclosure, if applicable, to a point no closer than one foot from an interior side or rear property line. A rolled curb may be required along the side or rear property line to prevent stormwater from entering adjacent properties. The length of the driveway taper for the extension shall not exceed six (6) feet. (see Figure)

DRIVEWAY REQUIREMENTS FOR ONE-FAMILY AND TWO-FAMILY DWELLINGS



- 3) The driveway extension shall be a physical extension of the driveway and shall be located at the far end of the driveway, furthest from the street right-of-way line.
- 4) The width of a driveway at the front or corner front yard property line shall not exceed eighteen (18) feet.
- 5) Driveway curb cuts shall be placed at least twenty-four (24) feet from an intersection measured from the edge of pavement.
- d. A one-family dwelling may have two (2) curb cuts, provided the driveway is a continuous driveway, extending uninterrupted from curb cut to curb cut. A two-unit dwelling may have two (2) separate driveways and curb cuts.

Section 2. Amendment of Sec. 53-175, A, 8. Sec. 53-175, A, 8 of Chapter 53, “Zoning” of the City of Plainwell Code of Ordinances is amended to read in its entirety as follows:

8. Nothing in this article shall be construed to prevent the shared collective provision of off-street parking facilities for two (2) or more buildings or uses; provided, the facilities collectively shall not be less than the sum of the requirements for the various individual uses computed separately in accordance with the table. Shared parking areas may be located on a different lot from the building or use that it serves if the following conditions are met:

- a. The parking area is located no more than three-hundred (300) feet from the nearest point of the subject building containing the use to the nearest point of the off-street parking lot.
- b. The sharing of parking shall be guaranteed via a legally binding and recorded agreement between the owner of the parking area and the owner of the buildings or uses which is located on a different lot served by the parking area. Such agreement shall be submitted to the City for review and approval and address the issue of how parking will be shared, maintained, and be adequate if the parties modify operating hours or other factors. The Planning Commission may waive the requirement for a recorded agreement where it finds satisfactory alternative documentation of an assured long-term shared parking arrangement.
- c. Shared access drives to shared to separate parking areas may be utilized provided that appropriate shared access agreements and/or easements are provided and approved by the City.

Section 3. Severability and Captions. This Ordinance and the various parts, sections, subsections, sentences, phrases and clauses thereof are hereby declared severable. If any part, section, subsection, sentence, phrase, or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby. The captions included at the beginning of each Section are for convenience only and shall not be considered a part of this Ordinance.

Section 4. Repeal. Any existing ordinance or resolution that is inconsistent or conflicts with this Ordinance is hereby repealed to the extent of any such conflict or inconsistency.

Section 5. Effective Date. This Ordinance is ordered to take effect eight (8) days following publication of adoption in **INSERT LOCAL NEWSPAPER**, a newspaper having general circulation in the City, under the provisions of 2006 Public Act 110, except as may be extended under the provisions of such Act.

ROLL CALL VOTE:

YES:

NO:

Declared adopted on:

Brad Keeler, Mayor

JoAnn Leonard, City Clerk

MINUTES
Plainwell City Council
March 10, 2025

1. Mayor Keeler called the regular meeting to order at 7:00pm in City Hall Council Chambers.
2. Invocation: Given by Scott Smail, of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Wisnaski, Councilmember Keeney and Councilmember 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 02/24/2025 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: Dennis Bird, 224 Russet, discussed discoloration in his water.
7. County Commissioners Report: None.
8. Agenda approval:
A motion by Steele, seconded by Wisnaski, to approve the Agenda for the March 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. Downtown Development Manager Siegel shared that two City residents, Molly Wright and Barbara Seekman, had submitted applications to join the City's Compensation Commission.
A motion by Wisnaski, seconded by Keeler, confirming the Mayor's appointment of Molly Wright and Barbara Seekman to the Compensation Commission as presented. On a roll call vote, all voted in favor. Motion passed.
 - B. Superintendent Nieuwenhuis discussed cleaning and lining sewer lines within the City. An RFQ (Request for Quote) was put out, and a sealed bid opening was held on March 3, 2025. Plummers Environmental Services is recommended for this project.
A motion by Keeler, seconded by Steele, approving Plummer's Environmental Services to complete the lining and cleaning project for the City of Plainwell for \$183,036.50. On a roll call vote, all voted in favor. Motion passed.
 - C. Superintendent Keyser discussed rebuilding the 15+ year old Wilo grit pump. Rebuilding the pump is a fraction of the cost of replacing it, and will provide many more years of service before it needs to be replaced.
A motion by Keeler, seconded by Wisnaski, approving the rebuild of the Wilo grit pump by Fixall Electric for \$6,640.28. On a roll call vote, all voted in favor. Motion passed.
 - D. Superintendent Nieuwenhuis discussed the installation of three large water meters which will complete the City-wide water meter change out. Quotes were solicited, and two were received. W Soule is recommended for this project.
A motion by Steele, seconded by Wisnaski, approving the installation of three large water meters by W Soule for \$5,320.00. On a roll call vote, all voted in favor. Motion passed.
 - E. Superintendent Nieuwenhuis discussed auctioning off unused items and equipment from the DPW. The City has authorized the sale of unused equipment in the past and done well. Proceeds from the sale will have a positive impact on the budget.
A motion by Keeler, seconded by Steele, approving the auction of unused equipment and items by the DPW as presented. On a roll call vote, all voted in favor. Motion passed.
 - F. City Manager Lakamper discussed the purchase of Mill buildings #17 and #18 from GHD. The City has first right of refusal, which allows for the purchase of the buildings for the same price offered by another interested party.

MINUTES
Plainwell City Council
March 10, 2025

A motion by Green, seconded by Keeney, to postpone the purchase of buildings #17 and #18 from GHD until a special meeting can be held on Wednesday, March 19 so Council will have an opportunity to review all documents before making a final decision. On a roll call vote, all voted in favor. Motion passed.

11. Communications:

A motion by Keeney, seconded by Wisnaski, to accept and place on file the February 2025 Investment and Fund Balance Reports. On a voice vote, all voted in favor. Motion passed.

12. Accounts Payable:

A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$355,089.58 for payment of the same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments:

- A. Terry Pickett, 124 Floral; Questioned Council on their decision to table the sale of GHD and urged them to sell the property.
- B. Dale Burnham, 201 Prairie; Voiced concern over the Council's decision to table the sale of GHD, urged them to sell the property.
- C. Eric Fein, 219 Washington; Asked Council and City staff to reconsider the parking ordinances for overnight parking.

14. Staff Comments:

Personnel Coordinator/Treasurer Kersten had nothing to report.

Superintendent Nieuwenhuis addressed Mr. Bird and set an appointment to meet with him. Also mentioned the cost to maintain buildings 17 & 18 if Council decided to keep them, would be beyond the DPW budget to maintain the buildings.

Community Development Manager Siegel shared 3 new businesses in downtown; EGLE Loan repayment schedule and amount.

Deputy Superintendent Keyzer stated staff were training on the Asset Management Software

Superintendent Pond mentioned the sale of GHD to BizEx Ventures would be a good idea.

Director Callahan had nothing to share

Clerk Leonard was excused from the meeting for training.

City Manager Lakamper reported Watts Homes proposing a variety of sizes of home for the Mill Site. Further discussion is underway.

15. Council Comments: None.

16. Adjournment:

A motion by Steele, seconded by Wisnaski, to adjourn the meeting at 08:40 pm. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
submitted by,
Denise Siegel
Community Development Manager

MINUTES APPROVED BY CITY COUNCIL
March 24, 2025


JoAnn Leonard, City Clerk

MINUTES
Plainwell City Council
March 24, 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 Keeler, Mayor Pro Tem Steele, Councilmember Keeney and Councilmember Green.
Absent: Councilmember Wisnaski,
A motion by Keeney, seconded by Green, to excuse Councilmember Wisnaski from tonight's proceedings. On a voice vote, all voted in favor. Motion passed.
5. Approval of Minutes:
A motion by Steele, seconded by Keeney, to accept and place on file the Council Meeting Minutes of the 03/10/2025 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. County Commissioners Report: Commissioner Dugan gave an update on happenings throughout Allegan County. He left copies of the 2025 Allegan County Community Update, which are available at City Hall.
8. Agenda approval:
A motion by Steele, seconded by Keeney, to approve the Agenda for the March 24, 2025 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: Mayor Keeler shared that Bruce Steele has passed away, and offered his deepest condolences to the Steele family.
10. Recommendations and Reports:
 - A. City Manager Lakamper discussed the City's first right of refusal to purchase buildings 18 and 19 from GHD. There is currently an offer from BizEX Ventures, who plan to renovate the space and create an event center. BizEX Ventures is working closely with the City on a common area deeded access agreement to utilities, HVAC equipment and public entryways.
A motion by Steele, seconded by Green, to postpone this item until a utility access agreement and amendments to the existing common area agreement have been secured with BizEx Ventures. On a roll call vote, all voted in favor. Motion passed.
 - B. Clerk Leonard discussed recommendations from the March 17, 2025 Compensation Commission meeting. Recommendations included a salary increase of \$120/year for Council members, and compensation for Special Meetings in excess of 5 per year. The Compensation Commission meets in the spring of odd years and sets pay for elected officials. No motion is necessary to accept the recommendations from the Commission.
 - C. Superintendent Nieuwenhuis discussed the disposal of the City's street sweeping debris. Street sweepings are considered hazardous and must go to a landfill. The City has a contract with Kent County landfill until the end of the March 2025. H and K are able to haul the debris before the landfill contract expires, and have maintained the same pricing as last year.
A motion by Keeney, seconded by Steele, approving a payment of \$6,500 to H and K for hauling out our street sweeping debris, along with an estimated \$10,000 payment to the Kent County Landfill for disposal of the debris. On a roll call vote, all voted in favor. Motion passed.

MINUTES
Plainwell City Council
March 24, 2025

D. City Manager Lakamper discussed the repair and renovation of the City clock. The clock is a featured item in downtown Plainwell, and funding for this project will come from the DDA budget.

A motion by Green, seconded by Keeney, approving the mechanical and cosmetic renovation of the downtown city clock by The Verdin Company for \$10,780. On a roll call vote, all voted in favor. Motion passed.

E. Clerk Leonard discussed Resolution 2025-07, a Resolution to approve MDOT Contract 25-5115 and authorize City Manager Lakamper to execute the contract on behalf of the City. This contract covers the paving and repair of South Main St. from East Bridge St. to 102nd Ave. including concrete pavement repair, sidewalk and permanent pavement markings and all other necessary work needed for completion.

A motion by Keeney, seconded by Steele, approving Resolution 2025-07 as presented. On a roll call vote, all voted in favor. Motion passed.

F. Personnel Coordinator/Interim Treasurer Kersten discussed Resolution 2025-08, a Resolution amending the Employee Sick Leave Policy to comply with Michigan's Earned Sick Time Act (ESTA).

A motion by Steele, seconded by Keeney, to approve Resolution 2025-08 as presented. On a roll call vote, all voted in favor. Motion passed.

11. Communications:

A motion by Steele, seconded by Keeney, to accept and place on file the February 2025 Department of Public Safety and Water Renewal Reports, the 02/11/2025 DDA/BRA/TIFA meeting minutes and the 02/13/2025 Parks & Trees 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 \$87,881.03 for payment of the same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments:

1. Victoria Hill of 321. S. Woodhams - stated that streets and sidewalks in her neighborhood are in bad shape. There are potholes and uneven sidewalks, causing a safety concern for residents.

2. Blair Bates of 721 E. Bridge St. - asked if there was information available on the benefits that the proposed event center would bring to the City.

14. Staff Comments:

Personnel Coordinator/Interim Treasurer Kersten had nothing to report.

Superintendent Nieuwenhuis stated that spring loose leaf pickup is Monday, April 7th and hydrant flushing will take place Thursday April 17th. He thanked Wade Keyser for his many years of service to the City, noting that he will be missed and wishing him well at his new position. He shared that Aaron Bird had been promoted to water operator in charge.

Deputy Superintendent Keyser discussed ongoing maintenance projects at water renewal, and shared that the state required NPDES permit had been submitted.

Director Callahan reported that the Chief's vehicle had been sold for \$1,000 more than was paid.

Clerk Leonard shared her appreciation for the Compensation Commission and the willingness of Plainwell residents to serve the community at large by volunteering their time and serving on City Boards and Commissions.

MINUTES
Plainwell City Council
March 24, 2025

City Manager Lakamper shared conceptual material received from Watt's Homes for future housing and condominium development located on papermill property. He shared that this would be a lengthy process, with public meetings and community involvement.

15. Council Comments:

Councilmember Steele thanked BizEx Ventures for their conceptual presentation on the proposed event center in building 17. She shared that she had talked to Wade, and that he will be missed.

Councilmember Green shared that Wade will be missed.

Councilmember Keeney thanked the public for coming to tonight's Council meeting.

16. Adjournment:

A motion by Steele, seconded by Keeney, to adjourn the meeting at 8:00pm. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL

April 14, 2025


JoAnn Leonard, City Clerk

MINUTES
Plainwell City Council
April 14, 2025

1. Mayor Keeler called the regular meeting to order at 7:00pm in City Hall Council Chambers.
2. Invocation: Given by Peter Dams of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Wisnaski, Councilmember Keeney and Councilmember 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 03/24/2025 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: Miranda from the Chamber of Commerce introduced herself.
7. County Commissioners Report: None.
8. Agenda approval:
A motion by Steele, seconded by Wisnaski, to approve the Agenda for the April 14, 2025 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: None.
10. Recommendations and Reports:
 - A. Director Joe Gross Ransom District Library applied for a Special Event Permit to hold a Color Walk/Run on Saturday June 7th, 2025 from 10am until Noon. He gave an overview of the events planned, sharing that the event is free to the public.
A motion by Green, seconded by Keeney, approving the Special Event Permit as presented. On a roll call vote, all voted in favor. Motion passed.
 - B. Superintendent Pond discussed replacing the grit pump Wilo motor. Two previous attempts to rebuild the motor have failed, leaving replacement as the best option. Jett Pump & Valve LLC is recommended for this project.
A motion by Keeney, seconded by Wisnaski, approving the replacement of the grit pump Wilo motor by Jett Pump & Valve LLC for \$12,218.18. On a roll call vote, all voted in favor. Motion passed.
 - C. City Manager Lakamper discussed the sale of Mill buildings #17 and #18 by GHD to BizEX Ventures. BizEX Ventures has been working closely with the City on common area and utility deeded access agreements. As these agreements cover everything of concern, the City does not need to purchase the buildings.
A motion by Steele, seconded by Wisnaski, forgoing exercising the City's Right of First Refusal to purchase Buildings #17 and #18 of the Mill Complex from GHD, pending execution of the Right of First Refusal, Utility Access Easement, Amendment to the existing Common Area Easement and Party Wall Agreement, and the Agreement regarding First Right of Refusal between the City and BizEX Ventures. Further authorize the City Manager and City Attorney to take any steps necessary to effectuate the execution of the Agreements subject to this motion. 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 March 2025 Investment and Fund Balance Reports. On a voice vote, all voted in favor. Motion passed.
12. Accounts Payable:
A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$133,416.06 for payment of the same. On a roll call vote, all voted in favor. Motion passed.

MINUTES
Plainwell City Council
April 14, 2025

13. Public Comments:

Bill Parsons of 428 N. Main St. - stated that the City should send a letter to Western Michigan congratulating them on their Division 1 National Hockey Championship. He also shared that having bulk trash pickup over the Easter holiday was difficult due to travel plans.

14. Staff Comments:

Superintendent Nieuwenhuis stated that hydrant flushing was taking place Thursday of this week. He reminded City residents that bagged brush can be taken to DPW and dropped off, and that the DPW would begin filling potholes this week.

Community Development Manager Siegel shared that she had applied for a 10k grant on behalf of the City to purchase a piece of playground equipment for Thurl Cook park. The Planning Commission will be holding a Public Hearing discussing amending City Ordinances concerning shared parking and driveways. She gave an update on the River to River Trail project, stating that the City of Plainwell, in conjunction with the City of Wayland, had received a 500k engineering grant.

Deputy Superintendent Keyzer stated he had received approval to take the State test by writing a class B letter.

Superintendent Pond had nothing to report.

Director Callahan shared that the sale of the Director's vehicle had fallen through, but it was back up for auction.

Clerk Leonard had nothing to report.

City Manager Lakamper reported that 4 bids had been received for the South Main St. paving project, and more information will be provided at the next meeting. He shared that the City has access to 250k for engineering and planning in the Industrial Park, with plans to focus on road construction. Our insurance company has inspected the Mill building, and we have permission from SHHPO for demolition if necessary. Complete Remarketing Services have provided a timeline discussing site plans for construction of an auto auction warehouse in Industrial Park, with an extension request until August 2025.

15. Council Comments:

Mayor Pro Tem Steele wished everyone a happy Easter.

16. Adjournment:

A motion by Steele, seconded by Wisnaski, to adjourn the meeting at 7:33 pm. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
April 28, 2025


JoAnn Leonard, City Clerk