

MINUTES

City of Alpena Planning Commission
Regular Meeting
February 9, 2016
Alpena, Michigan

CALL TO ORDER:

The regular meeting of the Planning Commission was called to order at 7:01 p.m. by Randy Boboltz, Planning Commission Vice-Chair.

ROLL CALL: PLANNING COMMISSION

Present: Hunter, Gilmore, Dort, VanWagoner, Boboltz, Lewis, Mitchell

Absent: Heraghty, Sabourin

Staff: Adam Poll (Director of Planning & Development), Rich Sullenger (City Engineer), Recreation Advisory Board, Vickie Roznowski (Recording Secretary)

PLEDGE OF ALLEGIANCE:

Pledge of Allegiance was recited.

APPROVAL OF AGENDA:

The February 9, 2016, agenda was approved with one change; will hold Public Hearing before the Review of the Draft Recreation Plan.

APPROVAL OF MINUTES:

The Minutes of the December 8, 2015, regular meeting were approved as printed.
The Minutes of the January 12, 2016, regular meeting were approved as printed.

PUBLIC HEARING AND COMMISSION ACTION:

PC 16-SU-01: Annette Henski has filed a petition requesting a Special Land Use Permit to allow a Group Child Care Home (7-12 children) within a single family residence located at 115 Charlotte Street in an R-2, One-Family Residential District. She currently operates a Family Child Care Home for 1-6 children at this location.

Henski has operated a Family Child Care Home (1-6 children) from her home at 115 Charlotte Street for six months. She has filed an application with the Michigan Department of Human Services for a Group Child Care Home License (capacity 7-12 children). A requirement of the application is zoning approval from the local jurisdiction. The home at 115 Charlotte Street is a residential use in the R-2 One-Family Residential District and expanding the childcare operation to 7-12 children would require a special permit.

The property is zoned R-2 One-Family Residence District and is principally a single family home, which is permitted in this district. The owner has operated a day care for 1-6 kids at the location for six months without incident. Surrounding uses include residential to the east, north, and south, and commercial to the south.

The applicant has submitted a drawing of the layout of her home, which shows that the rear yard is enclosed by a fence. When staff visited the site a section of the fence was missing. The applicant noted that the fence was removed for the winter to allow her husband vehicular access to the rear yard and would be replaced before the spring. A fenced in play area is a supplemental requirement of the Zoning Ordinance.

Drop off/pick up would not appear to be an issue. The applicant would appear to have driveway space to park two to three vehicles beyond her own, and on street parking is available on Charlotte Street if that is necessary. Charlotte Street is a local street that does not have much vehicular traffic.

The rear yard is larger than it is required to be by the Zoning Ordinance, however, if desired, the Alpena County Fairgrounds are located two blocks to the north and could be used for a close source or recreation without crossing any major streets or truck routes.

The existing home is used as a single family residence and meets zoning requirements. Expanding that number to 7-12 children would not appear to affect its principal use as a single family residence.

Staff recommends approval of the Special Land Use Permit to allow for the increase from 1-6 children to 7-12 children in an R-2 One-Family Residence District with the following conditions; 1) a copy of the State License shall be provided to City staff for its file when granted by the State of Michigan, 2) the applicant be required maintain a fenced play area, and children must stay within that area except when dropped off or picked up or while attending an adult supervised activity to a recreation area, 3) the primary use of the structure must be a residential dwelling with any Family Child Care Home use as an accessory to the principal use as a residential dwelling, and 4) the Special Land Use Permit shall be implemented within twelve (12) months of its approval by the Planning Commission or become null and void. The petitioner may request an extension prior to the expiration of the permit.

FAVOR:

None.

OPPOSITION:

None.

COMMISSIONER'S DISCUSSION AND ACTION:

Hunter questioned if the missing piece of gate would be replaced. Henski stated that the piece of gate was removed for the winter. Poll stated that fence section would need to

be replaced and would not be able to be removed in the future. Henski stated that was not a problem.

Motion made by Hunter, seconded by Dort to approve the Special Land Use Permit to allow for the increase from 1-6 children to 7-12 children with the conditions as stated.

Yays: VanWagoner, Boboltz, Lewis, Mitchell, Hunter, Gilmore, Dort

Nays: None.

Absent: Heraghty, Sabourin

Motion passed by a vote of 7-0.

BUSINESS:

Review of 2016-2020 Draft Master Recreation Plan

Poll stated that we have had a very long process of updating our Recreation Plan due to NEMCOG staffing changes. The plan is necessary and is required by the Michigan Department of Natural Resources (MDNR). You have to have a 5 year plan on file with the MDNR in order to apply for grants. If a project is not in the plan then you cannot apply for a grant for it. If, for some reason, in the future while the plan is in effect for 5 years and we come up with a project that isn't listed then we would do an amendment and add it in to the plan.

The plan has been out for public review since January 22, 2016. It was available for review at the library, City Hall, the City website, and NEMCOG's website. Anybody could look at it and if they had any comments, questions, or concerns they could submit those. We have not received any comments thus far. We are required to have a meeting of the Recreation Board and Planning Commission for the adoption of resolutions approving the plan and forwarding it to Council. Council is then required by the regulations of the MDNR to then conduct a Public Hearing. The Public Hearing will be held on February 15, 2016. Once the Public Hearing is done Council will need to adopt a resolution approving the plan at which time the plan will need to be finalized, attach the resolutions and send into the MDNR. Plan will be valid until December 31, 2020.

The Recreation Advisory Board and Planning Commission reviewed and made changes to the plan.

Motion made by VanWagoner, seconded by Lewis, to make the changes to the plan that were discussed and approve the resolution for adoption of the 2016-2020 Master Recreation Plan and forwarding it to Council for its consideration.

Yays: Dort, VanWagoner, Boboltz, Lewis, Mitchell, Hunter, Gilmore,

Nays: None.

Absent: Heraghty, Sabourin

Motion passed by a vote of 7-0.

COMMUNICATIONS:

None.

REPORTS:

Redevelopment Ready Communities

Development Updates

CALL TO PUBLIC:

None.

MEMBERS' COMMENTS:

None.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:44 p.m. by Chair Sabourin.

Wayne Lewis, Secretary