

MINUTES  
City of Alpena Planning Commission  
Regular Meeting  
December 12, 2017  
Alpena, Michigan

CALL TO ORDER:

The regular meeting of the Planning Commission was called to order at 7:00 p.m. by Paul Sabourin, Planning Commission Chairman.

ROLL CALL: PLANNING COMMISSION

PRESENT: Mitchell, Gilmore, VanWagoner, Sabourin, Lewis, Austin, Wojda.

ABSENT: Boboltz, Kirschner

STAFF: Adam Poll (Director of Planning & Development), and Cassie Stone (Recording Secretary).

PLEDGE OF ALLEGIANCE:

Pledge of Allegiance was recited.

APPROVAL OF AGENDA:

The Agenda was approved as printed.

APPROVAL OF MINUTES:

October 10, 2017, minutes were approved as printed.

COMMISSION ACTION:

**Reconsider P.C. Case #17-SU-06 Status:**

1102 Ford Avenue Special Use Permit to allow an owner occupied two unit home.

*(Wojda asked to be allowed to abstain from any vote on the case for the reasons that he stated at the last meeting. Planning Commission unanimously agrees).*

Poll states that the Planning Commission previously approved a special use permit to allow a duplex on a home that was previously a single family. The ordinance allows this as long as one of the owners resides in one of the units in the home. Mike Kieliszewski, the City's rental inspector, reported to Poll that the owners had no intention of occupying the structure. The current residents were still residing in both the upper and lower levels of the structure. Poll had since contacted the owners and the information that Kieliszewski reported is correct and the owners do not plan on residing at that home. Poll explained to the owner that more than likely the special use permit would be pulled. Poll added that no effort was made by the applicant to

abide by the conditions that the Planning Commission set forth. Staff recommends that the special use permit be pulled.

*(Sabourin stated that staff was given a report and there was no public or owner present for the public hearing).*

**Motion made by Mitchell** to pull the special use permit on 1102 Ford Avenue. **Seconded by VanWagoner.**

Yays: Austin, Mitchell, Gilmore, Lewis, VanWagoner, Sabourin

Nays: None

Abstained: Wojda

Absent: Boboltz, Kirschner

Motion approved by a vote of 6-0.

**BUSINESS:**

Review Sign Ordinance

Poll briefly states that he didn't get a signed ordinance out to the Planning Commission yet so no action will be taken on this right now. The Planning Commission previously discussed residential signage. This included allowing a limit on signs, size of signs, temporary signage, and type of material the sign is made out of and the movability of a sign. Sabourin feels that it comes down to what size the sign is and the restriction on how long it can be there. Sabourin added that the problem with how long a sign could be up would be real estate signs. Wojda felt that a distinction should be made between permanent signs and temporary signs. Wojda and Lewis questioned the terminology regarding holiday and public demonstration signage. Wojda is going to look into the language being described. Sabourin questioned if Poll had a timeline? Poll is hoping to get close to approval or to get at least a workable draft by January.

Approve 2018 Meeting Dates.

**Motion made by Wojda, seconded by Lewis** to approve the 2018 Planning Commission meeting dates.

Yays: Mitchell, Gilmore, Sabourin, Wojda, Austin, VanWagoner, Lewis

Nays: None

Absent: Boboltz, Kirschner

Motion approved by a vote of 7-0.

## COMMUNICATIONS:

Poll states that a proposal was received from NEMCOG. (Sabourin stated that it was missing a signature page). Poll would like to move it forward and get it to council. It is time to begin updating the Comprehensive Plan. Poll added that the COMP plan is updated every 5 years as is required by the Planning Enabling Act. Sabourin questioned what the timeline was on having the COMP plan completed. Poll states that it should be completed by the end of 2018. Sabourin says to move it forward and get it to council. Planning Commission unanimously agrees.

## REPORTS:

### Development Update

Poll states that a lot of projects are moving forward. Northland Credit Union is intending to go out for bid in late January or early February. They are hoping to break ground mid spring or early summer. Alpena Furniture has finished its Façade grant work. Engineering staff has been working on a coastal zone management grant. Partnering with NOAA, they are proposing limestone for benches, adding universal access ramps to a dock along with a handicapped accessible kayak ramp on the Thunder Bay River, which is similar to what is at the duck park. The Splash Park Grant is continuing to move forward. It will be going out for bids as soon as DNR approves the specs.

### Redevelopment Ready Communities Program

Poll explains that the last step that the City can do for certification is updating the Comprehensive Plan goals and objectives, specifically for every action item put a responsible party and an estimated time line. Poll adds that he feels there are too many action items that are really needed and to eliminate a lot of them the next time the Planning Commission goes through the COMP plan. Poll stated that if a few Planning Commission members wanted to get together to form a committee it would benefit when comparing to the Alpena Townships. Sabourin agreed that would be a big help to have a review committed and would like to see that happen. Poll noted that next month a committee can get formed with volunteers from the Planning Commission.

CALL TO THE PUBLIC:           None

## MEMBERS COMMENTS:

Lewis states that over the years, between the ZBA and PC, have granted stuff with some conditions that have got to a point that whatever has been granted should now be rescinded on some projects. Some on the ones that came to mind to Lewis, that were recently approved that what was on paper and what he feels he sees is in reality are two different things. Poll asked Lewis to send him an email on the ones of concern to further investigate the issue. Lewis stated that First Federal has a tower downtown that was supposed to transmit data to the branch on

Ripley. The condition was that once they were no longer in use they were to be taken down. Since then the Ripley building has since sold and the tower still remains at both locations. Poll agreed that the matter should be looked into and resolved. Lewis added that he still has some other things that he has issues with that he will email to Poll.

**ADJOURNMENT:** There being no further business, the meeting was adjourned at 7:37 p.m. by Sabourin, Planning Commission Chair.



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Wayne Lewis, Secretary