



City Hall
208 North First Avenue
Alpena, Michigan 49707
www.alpena.mi.us

Planning & Development

AGENDA

City of Alpena Planning Commission

Regular Meeting

Tuesday, September 15, 2015, 7:00 p.m.

Alpena, Michigan

CALL TO ORDER:

ROLL CALL:

PLEDGE OF ALLEGIANCE:

APPROVAL OF AGENDA:

APPROVAL OF MINUTES:

PUBLIC HEARING AND COMMISSION ACTION:

BUSINESS:

1. Evaluate the bed and breakfast requirements of the ordinance.
2. Presentation from Larry Clark- Taking Pride in Alpena

COMMUNICATIONS:

REPORTS:

CALL TO PUBLIC:

MEMBERS' COMMENTS:

ADJOURNMENT:



MINUTES

City of Alpena Planning Commission
Regular Meeting
August 11, 2015
Alpena, Michigan

CALL TO ORDER:

The regular meeting of the Planning Commission was called to order at 7 p.m. by Wayne Lewis, Planning Commission Secretary.

ROLL CALL: PLANNING COMMISSION

Present: VanWagoner, Lewis, Mitchell, Hunter, Gilmore

Absent: Boboltz, Sabourin, Heraghty, Dort

Staff: Adam Poll (Director of Planning & Development), Vickie Roznowski (Recording Secretary)

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA:

The August 11, 2015, agenda was approved as printed with two additions; Business – Modification to 2015 Meeting Schedule and Communications – Redevelopment Ready Communities Report of Findings.

APPROVAL OF MINUTES:

The minutes of the July 14, 2015, regular meeting were approved as printed.

PUBLIC HEARING AND COMMISSION ACTION:

None.

BUSINESS:

1. Potential City Initiated Rezoning of 144 to 154 E. Hueber Street from B-1 to R-2.

Poll stated that there was a situation that came up regarding 148 E. Hueber Street. There is a gentleman in the process of buying the property but because it is zoned B-1 the mortgage and insurance companies had issues because if the home was destroyed it wouldn't be able to be rebuilt under the ordinance without special approval. It makes logical sense to rezone this area to R-2. 2 of the 4 property owners have been contacted and they are in favor of the rezoning. The other homeowners will be contacted to find out what their thoughts are on this issue. A hearing will be scheduled for next month unless the homeowners do not want this rezoning to happen.

2. Modification to 2015 Meeting Schedule

Poll stated that the Labor Day holiday is on the first Monday of September so the City Council meeting will be held the first Tuesday, September 8, 2015, which would be the day of the Planning Commission meeting. The Planning Commission meeting will have to be held on a different day.

Motion made by Hunter, seconded by Gilmore, to move the September 8th meeting to September 15th.

Yays. Mitchell, Hunter, Gilmore, VanWagoner, Lewis

Nays: None.

Absent: Dort, Boboltz, Sabourin, Heraghty

Motion passed by a 5-0 vote.

COMMUNICATIONS:

1. Redevelopment Ready Communities Report of Findings
Poll reviewed the draft report of the Redevelopment Ready Communities. Would like the Commissioners to review the report and be ready to discuss at the next meeting.

REPORTS:

1. Alpena Power Company Building
Went through the building with some members of the Historic Preservation Study group to see if there was anything salvageable. The inside has no historic character left. The whole building will be coming down.
2. Façade Grants
Projects are moving forward. Hoping to have dates soon as far as when the approval for the Owl and Alpena Furniture will take place.
3. Fairfield Inn
No update on the Fairfield Inn. Site plans have not be given to the City. The owners were granted a variance for height but they haven't moved forward with the project.

CALL TO PUBLIC:

None.

MEMBERS' COMMENTS:

None.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:25 p.m. by Secretary Lewis.

Wayne Lewis, Secretary

5. Sufficient sleeping rooms and bathrooms shall be retained for use by the owner(s) and their immediate family members residing at the residence.
6. A minimum of two (2) parking spaces for the owner(s) or resident manager(s) plus one (1) parking space per rental sleeping room shall be provided on-site. Parking will not be permitted in the lawn extension. Screening by use of plant material, fencing, walls or other means may be required by the Planning Commission to screen parking areas from adjoining residential properties.
7. The use of outdoor yard areas, open decks, pools, and the like available for use by guests shall not result in the production of excessive off-site noise, odor, and other external disturbances. Approval of the Bed & Breakfast operation may be conditioned on the installation of fencing, plantings, and/or other such installations and conditions necessary to ensure compatibility with the surrounding neighborhood.
8. A Special Permitted Use shall be approved by the Planning Commission only if it is determined that the proposed use of the property as a Bed & Breakfast establishment does not significantly diminish the existing residential character of the neighborhood in which the Bed & Breakfast is to be located. The Planning Commission may, at its discretion, reduce the scope and scale of a proposed Bed & Breakfast (number of rental rooms, use of outside areas of the property, etc.) to maintain the integrity of the neighborhood.

C. SPECIFIC REQUIREMENTS FOR BED & BREAKFAST ESTABLISHMENTS LOCATED IN OS-1, CBD, CCD, AND WD DISTRICTS



1. Bed & Breakfast establishment shall be located within an existing residential structure.
2. The structure shall be utilized for a Bed & Breakfast establishment only. No other multi-family residential or non-residential use may be conducted on the property in conjunction with a Bed & Breakfast.
3. An owner(s) or resident manager(s) shall be on the premises at all times while the Bed & Breakfast is in operation. There shall be no restrictions on the number of non-resident employees at the Bed & Breakfast.
4. Sufficient sleeping rooms shall be retained for use by the owner(s), resident manager(s), and their immediate family members residing in the residence.
5. A minimum of two (2) parking spaces for the owner(s) or resident manager(s), one (1) parking space per non-resident employee over two (2) working at the same time, plus one (1) parking space per rental sleeping room shall be provided on-site. Parking shall not be permitted in the lawn extension. Screening by use of plant material, fencing, walls or other means may be required by the Planning Commission to screen parking areas from adjoining residential properties. Off-

- 1** Purpose
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site parking may be approved by the Planning Commission in non-residential zoning districts.

D. SIGNAGE

It is the intent of the Planning Commission to encourage signage to be placed as close to the Bed & Breakfast establishment as possible.

1. In Residential Districts: **R-1** **R-2** **R-T** **RM-1**
 - a. One (1) sign permitted per Bed & Breakfast property:
 - b. Wall Sign: Maximum four (4) square feet in area, attached flat against the front face of the dwelling. The sign shall not be internally illuminated. If externally illuminated, such illumination shall be directed downward toward the sign and shall be in accordance with Section 2110.1.c of the City Zoning Ordinance. Signage shall be consistent with the scale and architectural and aesthetic character of the dwelling to which it shall be affixed; or
 - c. Ground Sign: Maximum four (4) square feet in area with a maximum height of four (4) feet. The sign shall not be internally illuminated. If externally illuminated, such illumination shall be directed downward toward the sign and shall be in accordance with Section 2110.1.c of the City Zoning Ordinance. Signage shall be located at least four (4) feet from any public right-of-way, parallel or perpendicular to the property line, and centered on the lot as much as possible. For corner lots the sign may be located at an angle to the intersecting right-of-way lines. Sign shall not obscure vehicle vision from intersecting streets, alleys or private drives.

2. In Non-residential Districts: **CBD** **CCD** **OS-1** **WD** **RM-2**
 - a. One (1) sign permitted per Bed & Breakfast property:
 - b. Wall Sign: Maximum six (6) square feet in area, attached flat against the front face of the dwelling. The sign shall be consistent with the scale and architectural and aesthetic character of the dwelling to which it shall be affixed. If illuminated, it must be from an external source; or
 - c. Ground Sign: Maximum eight (8) square feet in area with a maximum height of six (6) feet. The sign shall be located at least four (4) feet from any public right-of-way, parallel or perpendicular to the property line, and centered on the lot as much as possible. For corner lots the sign may be located at an angle to the intersecting right-of-way lines. Sign shall not obscure vehicle vision from intersecting streets, alleys or private drives. If illuminated, it must be from an external source.

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