



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

Planning, Development, & Zoning

City of Alpena Planning Commission

Regular Meeting

Tuesday, October 11th, 2022 @ 6:00 p.m.

This meeting will be held in Council Chambers as well as virtually.

Please join my meeting from your computer, tablet or smartphone.

<https://www.gotomeet.me/CityofAlpena/planning-commission>

You can also dial in using your phone.

United States: [+1 \(571\) 317-3112](tel:+15713173112)

Access Code: 178-564-461

AGENDA

CALL TO ORDER;

ROLL CALL;

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

APPROVAL OF MINUTES - Regular meeting September 20, 2022

PUBLIC HEARING AND COMMISSION ACTION

1. 22-Z-06 – 1223 and 1233 S State Conditional Rezone from CCD to B-2

Approval Standards Provided (Appendix A)

Findings of Fact and Supplemental Information (Appendix B)

BUSINESS

a) **UNFINISHED:**

b) **NEW:**

c) **COMMUNICATIONS OR REPORTS:**

d) **CONTINUING EDUCATION:** See Training Document: Understanding the Role of the Chair

PUBLIC COMMENT

MEMBER COMMENTS

JOINT SESSION: Joint session with Alpena City Council to discuss Zoning Ordinance topics: Housing, Short-Term Rentals, Parking, Signage

ADJOURNMENT



**City of Alpena
Ordinance No. 21-468**

An ordinance to amend the City of Alpena Zoning Ordinance Article 10 (Adoption and Amendments).

City of Alpena, Alpena County, Michigan ordains:

SECTION 1: AMENDMENT TO THE CITY OF ALPENA ZONING ORDINANCE

That the City of Alpena Zoning Ordinance, Article 10 (Adoption and Amendments) is hereby amended to read as follows:

Section 10.2 Rezoning Standards

The Planning Commission shall review and apply the following standards and factors in the consideration of any rezoning request:

- A. Is the proposed rezoning consistent with goals and objectives of the current Comprehensive Plan?
- B. Are all of the allowable uses in the proposed district reasonably consistent with surrounding uses?
- C. Will there be an adverse physical impact on surrounding properties?
- D. Have there been changes in land use or other conditions in the immediate area or in the community in general which justify rezoning?
- E. Will rezoning create a deterrent to the improvement or development of adjacent property in accord with existing regulations?
- F. Will rezoning grant a special privilege to an individual property owner when contrasted with other property owners in the area or the general public (i.e. will rezoning result in spot zoning)?
- G. Is the site served by adequate public facilities or is the petitioner able to provide them?

Section 10.3 Conditional Rezoning

A. Intent.

It is recognized that there are certain instances where it would be in the best interests of the City, as well as advantageous to property owners seeking a change in zoning boundaries, if certain conditions could be proposed by property owners as part of a request for a rezoning. It is the intent of this Section to provide a process consistent with Section 405 of the **Michigan Zoning Enabling Act, 2006 PA 110**, as amended, by which an owner seeking a rezoning may voluntarily propose conditions regarding the use and/or development of land as part of the rezoning request.

FINDINGS OF FACT
REZONE REPORT

APPLICANT: LUDLOWS HAMBURGERS
PROPOSED USE: DRIVE UP WINDOW @
MANCINOS (1233 S STATE) AND DRIVE
THROUGH AT LUDS PROFESSIONAL
BUILDING (1223 S STATE)
DISTRICT: CCD
REVIEW DATE: 5/16/2022
REPORT: 22-Z-06



Summary of Request: Owner would like to utilize the current drive-thru window within the Lud's Professional Building as a drive-up location to serve food; exact food service TBD. Additionally, they would like to add a pickup window at Mancino's. Applicant is requesting a conditional rezone of both locations to B-2 to allow this service. Current zone is CCD and does not allow drive-thru or pickup service.

REZONING STANDARDS: SECTION 10.2

The Planning Commission shall review and apply the following standards and factors in the consideration of any rezoning request.

A. Consistency with Comprehensive Plan

A goal of the Comprehensive Plan is to retain existing businesses, establish new commercial uses and redevelop vacant commercial buildings.

B. Consistency of Use in Proposed District with Surrounding Properties

CCD section of State St. was rezoned from B-2 in 2010 with the Zoning Update. Many properties that still exist are legal non-conforming after the re-zone occurred. Examples:

- Car Wash at corner of State and Mason St is not allowed
- Oil Change at corner of State and Mason St requires a SLU
- Kentucky Fried Chicken: drive-thru not allowed
- Lee's Mini Golf & Arcade: Mini golf not allowed, arcade requires a SLU

Mich-e-ke-wis Park is across the street; a residential neighborhood is behind both properties.

An alley separates 1223 and 1233 locations.

C. Adverse Physical Impact on Surrounding Properties

Lud's Professional Building:

- Building previously had a drive-thru for over 40 years; at least 10 cars can stack within the property if needed. Proposal will have a drive-thru speaker behind the building as it previously had.
- Per the zoning ordinance: *For non-residential uses which abut a residential use or which are adjacent to a Residential District Boundary there shall be provided and maintained greenbelts or buffers. Required screening of parking areas shall be achieved through the use of a decorative masonry/brick wall, decorative fencing, earth berms and landscape plant materials, either in combination or independently. If approved, PC should consider including a 6' privacy fence as a condition of the request if approved to screen the drive-through.*

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- Business signage is TBD pending use.

Mancino's

- Mancino's will have a drive-up window (like JJs has); no ordering will take place at the window, only pickup of orders that are ready. A window currently exists and modifications would be made to allow for pickup. Pickup window is on the alley (just like JJs); traffic will enter off of State St. and will exit behind the Lud's Professional Building. There is currently an 18-foot-wide lane behind the building; standard two-directional traffic lane in a parking lot or road over 45mph is 10' per lane; current alley width at JJs is 17 feet. This is a public alley, so customers could choose to go down the alley and exit off of Clinton St; however, this is not a maintained alley by the City (meaning no snow removal or grading takes place). Directional signs will be provided as needed with at least two along State Street. Pavement markings will also be used to guide traffic flow.

D. Changes in Land Use to Immediate Area

None to note

E. Creation of a Deterrent

No deterrent to the improvement or development of adjacent property is anticipated

F. Special Privilege

Similar uses are currently taking place within one block of the property

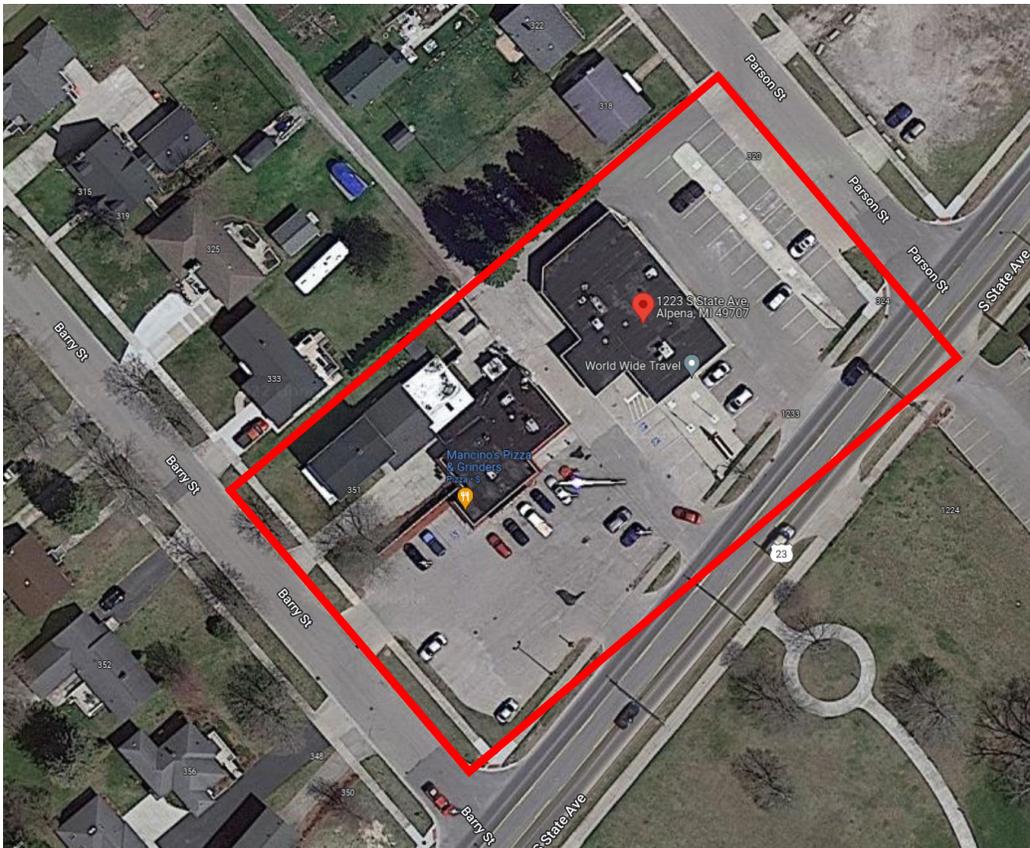
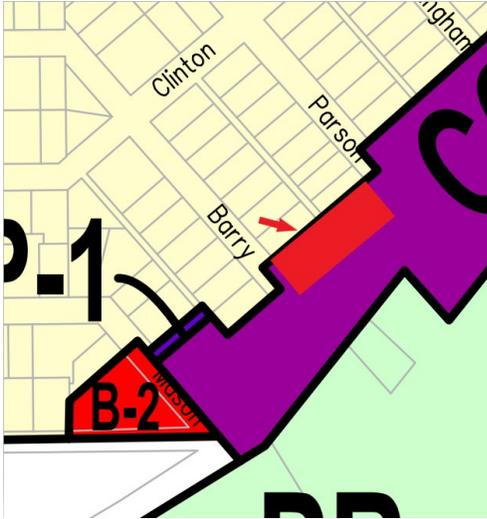
G. Public Facilities

The lot is served by adequate and existing public facilities

ADDITIONAL NOTES

1. Applicant's Statement of Conditions: *Looking to reinstate the drive thru at what was the former Lud's Restaurant. This has been a functioning use for over 40 years at this location. There is adequate stacking, maneuverability, and street access. We plan on directional signage to guide vehicles in the proper lanes and direction.*
For Mancino's we are looking to add a pickup window for people to pickup prepaid orders. There will be no ordering area this would be for those quickly picking up their orders after they have been notified electronically that the order is ready. See Statement of Conditions in appendix.
2. Objections received from property owners within 300': 1 – see letter included in packet.

Map/Photos:



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City of Alpena

CONDITIONAL REZONE - STATEMENT OF CONDITIONS

DATE: _____

PROPERTY OWNER(S): _____

PROPERTY ADDRESS : _____

PROPERTY LEGAL DESCRIPTION: _____

PROPERTY TAX IDENTIFICATION NUMBER: _____

CURRENT ZONE: _____ CONDITIONAL ZONE: _____

STATEMENT OF CONDITIONS:

I, _____, attest that I have read
(Property Owner(s) – Print)

Section 10.3 Conditional Rezoning within the City of Alpena's Zoning Ordinance and that I voluntarily offer and consent to the provisions contained within the Statement of Conditions. I understand that the Statement of Conditions runs with the land and is binding upon successor owners of the land. I understand that the Statement of Conditions may be recorded by the City with the County Register of Deeds and that any documentation incorporated by reference may be examined in property files located at City Hall.

(Property Owner – Print)

(Property Owner – Print)

(Property Owner – Sign)

(Property Owner – Sign)

All property owners must sign in front of the Notary Public. Any additional property owners should print and sign their name on page 2.

Prepared By:

(City of Alpena representative – Print)

(Address)

Notary Public:

Acknowledged on _____
(Date)

(Notary Public – Print)

(Notary Public – Sign)

State of _____

County of _____

Acting in _____,
(County) (State)

Understanding the Role of Chair

Meetings are central to the local agency decision-making process. Through public meetings, elected and appointed officials come together to receive public input, discuss, deliberate and decide issues on behalf of the public. Such decisions typically require support of a majority of the decision-making body.

All members of the decision-making body usually have the same voting power. The meeting chair, however, plays a special role in helping the group reach wise decisions. The following tip sheet offers suggestions for performing that role well.

Goal of Meeting Discussions

The usual goal of any discussion at a public agency meeting is for decision-makers to:

- Receive and share information, so everyone can make informed choices;
- Share thoughts and perspectives on what decision best serves the public's interests and other community values; and
- Reach a decision on what the best option is.

Another goal is for the group to reach decisions in a way that builds and maintains relationships as well as promotes trust in both decision-makers and the decision-making process.

Everyone's Role

All participants in the decision-making process are responsible for working towards achieving these meeting goals. Moreover, everyone has a shared stake in having an opportunity to be heard and being treated fairly. Thus, all officials have an interest in supporting the chair's efforts to conduct the meeting effectively and fairly

The Chair's Role

The chair's role includes:

- Helping the group determine whether it has all the information necessary and available to make a decision;

- Encouraging decision-makers to share multiple points of view;
- Actively listening to determine potential points of agreement and testing those points for actual agreement;
- Managing any conflicts that may arise during the discussions;
- Keeping the discussion on topic;
- Ensuring that clear decisions are made;
- Sticking to the agenda; and
- Getting through the agenda items in a timely manner.

As a result, the role of the chair can be understood as:

- A team captain who leads by example and helps the group function as a team;
- A coach who encourages participants to perform at their best, including as it relates to principles of fair play and sportsmanship; and
- A referee who has authority to stop the action and apply the rules of play.¹

For the chair to play the role of referee effectively, the chair needs the group's trust and respect. To earn this trust and respect, the chair needs to conduct the meeting fairly. This means applying the group's agreed upon standards in an impartial manner. If one's colleagues understand that the chair's goal is to be an impartial facilitator to help the group achieve consensus, the group will be more inclined to act in ways that support the chair's efforts and achieve the meeting's goals.

To achieve both the perception and the reality of impartiality, it can be helpful for the chair to hold off expressing his or her views on a matter and not engage in debate.

Strategies for Success

At the Beginning of the Meeting

- **Welcome and Introductions.** It can be helpful for the public (particularly first-timers) to know who is sitting at the dais, what opportunities there will be to provide input, and how they can understand what is going on (for example, if translation equipment/service is available, where people can pick up the equipment). This can communicate decision-makers' earnest desire to both receive public input and have the public understand what is going on.
- **Agenda Overview.** A brief statement of the major sections of the agenda can remind both decision-makers and the public of the scope of what needs to be accomplished during the meeting.
- **Aspirational Statement on Decorum.** If the body has adopted a guidelines and goals for civility, a brief reminder to that effect can help set the tone for both decision-makers' interactions and encouragement for other meeting participants' conduct.

As the Body Moves to New Agenda Sections/Items

- **Agenda Sections.** Different agenda sections are sometimes subject to different procedures. For example, a consent agenda usually is a group of items that are routine and non-controversial and are taken up as a group.

Conversely, other items are taken up one by one. Sometimes certain items are subject to special procedures (for example, public hearings). It can be helpful for the chair to briefly note these differences, as a reminder to new decision-makers and first time attenders at the meeting.

Example: Chair: “Now we are at the public hearing portion of the agenda. To be respectful of the rights and interests of all involved, there will be three stages to our consideration of each item:

1. *Facts and Evidence:*
 - a. *First staff will summarize their analysis of the issue before us.*
 - b. *Then, the applicant will be given a chance to explain, based on facts and evidence, how the applicant has met standards necessary for us to approve the application.*
 - c. *Next the public will be given an opportunity to offer their thoughts and evidence on the merits of the application. This can include any suggestions or questions that the public thinks we should ask of the applicant.*
 - d. *We will then ask any questions of the applicant.*
2. *Law and Analysis:*
 - a. *After listening to and considering both the applicant’s and the public’s information, it becomes our turn to discuss among ourselves what we have learned based on what has been presented.*
 - b. *Once it appears that a consensus is developing, we may ask questions of staff on what kinds of findings need to be made to explain our decision based on the information we have received.*
3. *Decision:*
 - a. *The chair will entertain a motion to make a decision and adopt findings consistent with that decision.*
 - b. *If the motion receives a second, we’ll vote to see if a majority of us can agree.”*

- **Being Clear on the Issue to Be Resolved.** In addition to calling the agenda item, it can be helpful to identify the issue to be resolved.

Example: Chair: “The issue before us is whether the application to engage in X enterprise meets the standards in our zoning code for such activities.”

When Consensus is not Immediately Forthcoming

If the conversation does not seem to be coalescing into a consensus or even a majority position, one technique for non-time sensitive matters is to refer the matter back to staff for further work. Staff will then have time to craft a decision that endeavors to take into account as many of the concerns expressed as possible.

This reminds staff, decision-makers, the applicant and the public the standard which needs to be focused on. In addition, for complex or divisive items, sometimes participants can lose sight of the issue to be decided. A helpful role the chair can play in getting the discussion to a point of resolution is to remind participants of the issue to be resolved (or ask staff to state the issue to be resolved).

- **Note about Technical Language.** Public agency decisions sometimes involve special terminology, jargon and acronyms. This can lead to confusion and misunderstanding, which in turn, can take the discussion in unproductive directions. Another important role of the chair is to make sure the conversation occurs at a level that everyone can understand. The chair can ask speakers to define unfamiliar terms and explain unfamiliar concepts.

Fostering Discussion and Decision

- **Opening up the Issue for Discussion.** Having stated the issue and heard staff and the public's information on it, ask for decision-makers' thoughts. To enable the chair to be a fair guider of the discussion, the chair will typically refrain from offering their thoughts at the beginning.
- **Who Speaks When and to Whom.** At this point in the meeting, the discussion is among decision-makers and therefore decision-makers should be speaking to each other in an effort to come to a decision, not the public.

Staff can be a Resource

Depending on the nature of the topic under discussion, agency staff and legal counsel can sometimes assist the chair in listening for consensus or clarifying misunderstandings that are impeding the effort to reach consensus.

Where staff sits can determine how helpful they can be in this role. Being able to signal or make eye contact with the chair is one issue. Many agencies have key staff (attorney and chief administrative official) sit at the dais with the body.

An important role of the chair is to make sure only one person speaks at a time, so both the public and decision-makers can understand and follow the discussion. A typical approach is for each decision-maker to offer their thoughts and then listen to other decision-makers' thoughts in turn.

If it appears multiple people want to talk at once, the chair has the option of asking people to raise their hands to be recognized before speaking. The chair can keep a list of who has asked to be heard, to call on each person to speak in sequence. Everyone who wants to speak should know that they are on the list and their turn is coming.

- **Keeping Discussion Participation Balanced.** Some bodies have a norm that each person will take a turn in asking all their questions and sharing their thoughts. Others find that such a restriction interferes with dialogue and the deliberative process. If a person seems to be repeating him or herself or otherwise dominating the discussion to the exclusion of others, one approach is for the chair to acknowledge that the individual's perspective has been heard.

Example: Chair *“We have heard that Supervisor Nasirian feels strongly that fixing our roads is an urgent priority. What are others’ thoughts?” or “Is there anyone who hasn’t spoken yet who would like to share their thoughts?”*

The chair can also give preference to those who haven’t spoken.

Example: Chair *“I see your hand up Council Member Cooke and we’ll get to you in a moment; I am going to recognize Council Member Suarez first since she hasn’t yet spoken.”*

- **Avoiding Interrupting one Another.** When people are passionate or otherwise convinced of the correctness of their position or information, they will sometimes jump in to respond to what a colleague is saying. A chair’s role is to intervene to protect the person’s ability to finish their thought. (*“Let’s let Director Feliciano finish his thought; you’ll have an opportunity to share your perspectives.”*)
- **Dealing with Conflict.** Differing perspectives is inherent in a group decision-making process and healthy. However, if the discussion gets particularly heated among two or more decision-makers, a helpful device is to have people address their remarks to the chair. Another is to summarize the points of disagreement and then move the discussion away from those who are in conflict by asking others how they see the issue. If the conversation turns personal, the chair can ask the group to keep the discussion focused on the problem at hand, not underlying motivations or personalities. If these techniques are unsuccessful, calling a recess can be helpful to enable people to step away from the conflict and reflect on how to move the discussion forward. *See also Dealing with Emotional Audiences (www.ca-ilg.org/dealing-emotional-audiences).*
- **Actively Listening for Signs of Consensus.** The chair’s role is to listen for points of agreement and possible consensus and then test the chair’s sense of where people are leaning. Tools the chair has to help the group get to a decision point include:
 - *“It sounds like Supervisor Rodriguez and Supervisor Ifill are both concerned about the impact of the proposed use, even with the proposed conditions on the permit, on surrounding neighbors. Am I understanding your concerns? Would either of you like to move that the application be denied?”*
 - *Thank you Council Member Chen for sharing that view; would you like to make a motion to that effect?”*
 - *“It sounds that there are two views on the board: [state the two views]. Which strikes people as having more advantages for our community? “What’s the group’s pleasure? The question before us is [restate the issue before the group].”*
- **Motion and Second.** Once a motion is made, the chair asks for a second. A second to the motion indicates that at least one other person agrees with the maker of the motion.
 - If no one seconds the motion, the chair can note that the motion is appearing to die for lack of a second. The chair can ask if someone else wants to make a different motion.
 - If the group seems ambivalent, the chair can ask if someone wants to second the motion for purposes of discussion. Through that discussion, an approach at least a majority can agree on may emerge, in which case the chair may want to ask whether there’s a friendly amendment to the original motion or a substitute motion.

- **Vote.** It's helpful for the chair to re-state the motion on which the group is voting.

At the End of the Meeting

- **End on an Upbeat Note.** If at all possible, end the meeting on a positive note and thank everyone for their contributions to the meeting and their participation.
- **Explain Next Steps.** Note that the actions taken at the meeting are being recorded through meeting minutes, which will be reviewed at the next meeting. Note when the next meeting will be.

If at First You Don't Succeed

People can take a while to get used to the norms associated with group decision-making. If an approach doesn't work perfectly the first time, don't give up. Think about what worked and what didn't and consider whether persistence might help get the group to a better place. Many agencies have key staff (attorney and chief administrative official) sit at the dais with the body.

More Resources

Dealing with Emotional Audiences

www.ca-ilg.org/EmotionalAudiences

Codes of Conduct for Elected Boards

www.ca-ilg.org/CodesOfConduct

ILG's Meeting Resource Center

www.ca-ilg.org/meeting-resource-center

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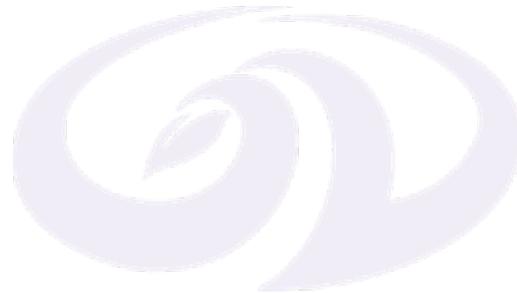
References

Note: Sections in the California Code are accessible at <http://leginfo.legislature.ca.gov/>. Fair Political Practices Commission regulations are accessible at www.fppc.ca.gov/index.php?id=52. A source for case law information is www.findlaw.com/cacases/ (requires registration).

¹ See Vermont Institute for Government, *Born to Chair: An Introduction to the Science and Art of Chairing a Board Meeting* (1998), available at www.sec.state.vt.us/municipal/pubs/chair.pdf and <http://crs.uvm.edu/citizens/chair.pdf>.

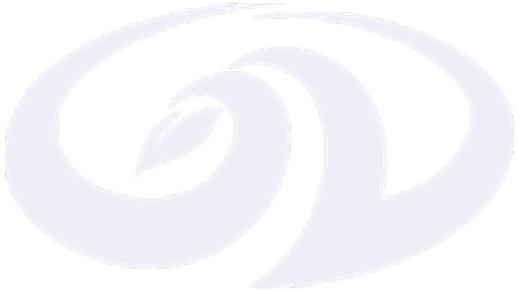
Zoning Updates

10/11/2022



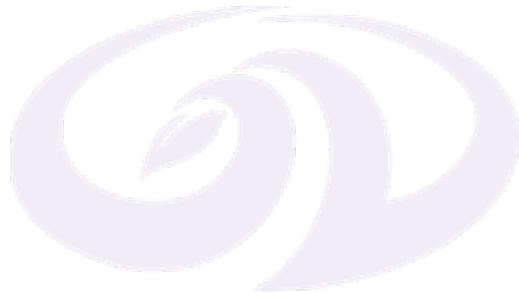
Agenda

- Current Status
- Housing
- Short Term Rentals
- Parking
- Signs



Current Status

- August 31st – in person review with NEMCOG (Denise Cline)
- September 12th – received review of Articles 1 & 2 from Denise – comments sent back on 9/28
- Ordinance will be reviewed by Article
- Drafts will be sent to Planning Commission and Council
- First meeting with PC; Second meeting with PC including formal Public Hearing; additional discussions may be needed based on the topic



Housing

Housing Task Force

- Awareness/Education (e.g. Needs Assessment)
- Policy Changes (e.g. Zoning policies)
- Developers/Builders (e.g. site identification)
- Financial (e.g. coordination of financial programs)

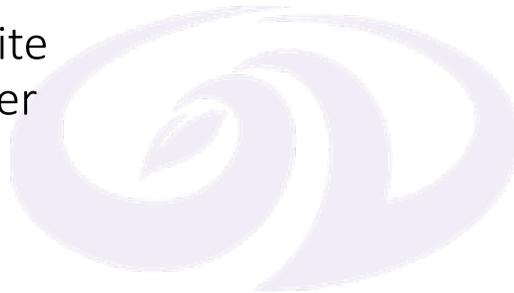
Master Plan

- Master Plan Future Land Use map combines all single family and two family into one district
- Combine zones (e.g., R1, R2, RT and add overlays if desired)

Housing

Current Ordinance:

- Allows for detached single family homes or detached single-family condominiums if in a condominium subdivision in R1 and R2 districts
- Duplexes in RT, RM1, RM2
- 3+ in RM1/2 (requires a SLU in CBD and CCD)
- Dwelling Units Above Commercial in OS1, CBD, CCD, B1, B2 (by right with supplemental regulations)
- Accessory Dwelling Units (ADUs) – Called Secondary Dwelling Unit in our Ordinance
 - allowed with a SLU and Supplemental Regulations in R1/R2
 - Requires long term stays, no short-term rentals
 - Maximum 600 square feet in size
 - Property Owner must reside on-site
 - Requires separate water and sewer



Single-Family Housing – Lot Size

District	Current Minimum Size Requirement	Most Common Size	2nd Most Common Size	3rd Most Common Size
R1	80 x 120 - 9,600 sq ft	75 x 132 - 9,900 sq ft	75 X 131	100 X 130
R2	70 x 120 - 8,400 sq ft	66 x 140 - 9,240 sq ft	66 x 132	70 x 132
TBO	79 wide - 11,800 sq ft	158 wide - 23,600 sq ft		

- 80 x 120 – no lot exists within the city at this exact size
- 70 x 120 – 4 lots exist within the city at this exact size
- Impacts to Consider:
 - New home construction/developments – required to meet all specifications
 - Land divisions – any land divisions must meet lot size requirements
 - ZBA dimensional variances – what is required for new impacts existing
 - Setbacks – may need adjustment if minimum size is changed
 - Consider a lot size maximum for new developments
 - Quality of life, consistency with community character, future growth, variation in housing types to accommodate varying needs, housing limitations of the region

Single-Family Housing – Dwelling Size

Minimum Dwelling Unit Size

- Current Requirement
 - 960 sq ft of *livable* space (excludes bathrooms, closets, laundry areas)
- Considerations
 - Make square footage requirement for the entire dwelling, regardless of layout
 - Ratio to lot size
 - Tiny homes
 - Manufactured Homes (aka mobile homes)



Single-Family Housing – Lot Coverage

Maximum Lot Coverage

- What is included in calculating lot coverage?
 - Buildings, porches, swimming pools, decks above eight (8) inches above grade, breezeways, patio roofs, and the like. Does **not** include fences, walls or hedges used as fences, open patios or driveways.
- Current Requirement
 - R1: 30%
 - R2: 35%
- Considerations
 - Other communities are closer to 50% coverage
 - Setbacks



Housing – Two & Multi Family

RT (Two-family)

- 50' minimum lot width
- 350 sq ft of living space, excluding kitchen and sanitary facilities
- No lot coverage requirement

RM1 & RM2 (Multi-family)

- RM1 – up to 6 units per net acre
- RM2 – 7+ units per net acre
- 350 sq ft of living space, excluding kitchen and sanitary facilities
- Maximum lot coverage is 40%

Considerations

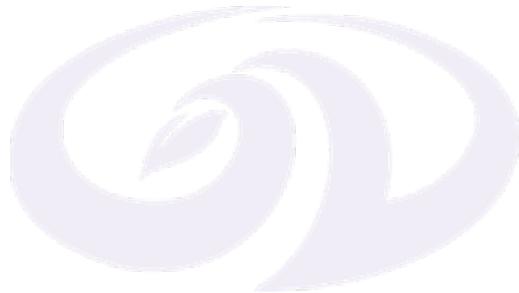
- Regulate the maximum building envelope rather than the number of units



Housing – Typology

Neighborhood Typologies

- Normally the focus is on use, not design or typology
- A typological approach examines the existing built environment in an area and looks for patterns in:
 - Building type, building size, building form, setbacks, lot sizes etc.
- Not quite form-based codes, but also not conventional zoning either



Housing – Typology



Single-Family



Credit: Maingmiddlehousing.com

Multi-plex



Live-Work



Duplex



Triplex



Courtyard Apartment



Bungalow Courtyard

Housing – Typology

Townhouse



Rowhouse



Shotgun house



Double-barrel shotgun house



Housing –ADU Example



Housing – Size Examples

66x 140 (119 E Blair St - 1196 sf ground and floor area)



66x140 (219 Avery St 776 sf ground area, 970 floor area)



Housing – Size Examples

80 x 107 (140 Patricia Ln - 1268 sf ground and floor area)



80 x 200 (540 Dodge Dr 2332 sf ground area, 3386 floor area)



Housing – Size Examples

159 x 149 (123 E Dunbar – TBO District, 2 lots combined, 1626 sf ground, 3644 floor)



100 x 130 (230 Island View Dr, 1846 sf ground, 3116 floor)



Housing – Size Examples

33 x 149 (115 W Lewis) 864 sf ground area, 1728 floor area



33 x 140 (120 W Hamilton) 950 sf ground area, 1425 floor area



Housing – Size Examples

50 x 110 (357 N June) 888 sf, 1,110 floor area



41 x 231 (427 S State, 1288 sf ground, 1694 floor area)



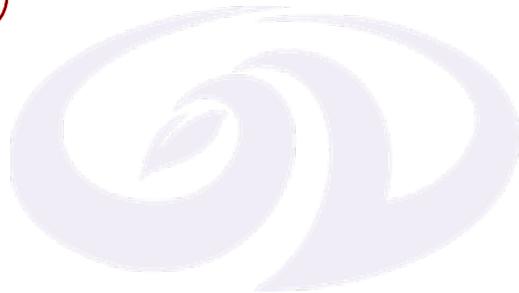
Short Term Rentals

- Currently included in City's rental registration program
 - Impacts Housing Availability
 - Complaints from residents who live next door
 - Frequency of neighbors changing
 - A commercial use of a property
 - Changing blocks and communities
 - Considerations
 - Define out intent for regulating
 - STRs are a lawful use and cannot be totally excluded where there is a demonstrated need and the use is appropriate
 - Allow in a secondary dwelling if owner occupied in principal building?
 - Treat as a commercial property?
 - Hosted vs Unhosted Sharing
 - Where to allow?
- 
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Short Term Rentals

Other Communities are:

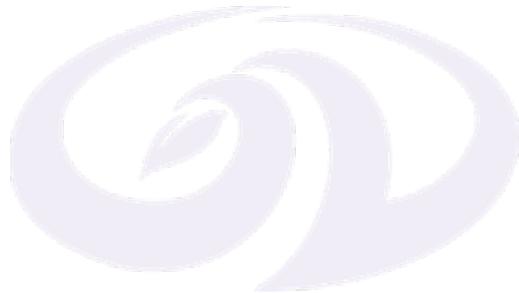
- Allowing a specific percentage or number of units to be STRs
- Licensed based on application requirements
- Lottery systems with max number of units
- Only allowing in business/commercial districts
- Create an overlay of where they would be allowed
- Don't allow them at all 



Short Term Rentals

Articles for reference:

- <https://www.bridgemi.com/business-watch/michigan-voted-block-airbnb-bans-hits-roadblock-over-local-control>
- <https://granicus.com/blog/six-ways-that-short-term-vacation-rentals-are-impacting-communities/>
- <https://www.bbc.com/news/business-45083954>
- <https://www.summitdaily.com/news/a-majority-of-survey-responses-claim-short-term-rentals-negatively-impact-summit-countys-community/>



Parking – Current Requirements

Municipal Ordinance

- Allows parking in lawn extension
- Prohibits all night parking or 3:00 a.m. to 6:00 a.m. on paved street from November 1 to April 1

Zoning Ordinance

- Does not count the lawn extension in parking minimum requirements
- Does not allow parking in lawn extension specifically for B&Bs
- Parking Requirements by specific uses (example below)
- Requires a hard surface (such as asphalt, concrete, brick, or other hard surface)
- May not occupy more than 50% of any yard for residential
- 2 parking spaces per dwelling unit where no garage is provided for residential



Business Parking Requirements	
Use	Requirements
Professional medical and dental offices or offices of similar professions.	1 for every 150 square feet of waiting room floor area plus one for each examining room.
Bank, business offices, or non-medical professional offices	1 for each 350 square feet of gross floor area, plus 2 spaces for each ATM, and stacking area equivalent to 4 stacking spaces for each drive up window
Restaurants and establishments for on premises sale and consumption of food, refreshments, and/or beverages	1 for every 2 persons of seating capacity plus 1 space per employee on the largest shift
Food consumption services or drive in, drive through, or take out	Use seating capacity standards as applicable for sit-down restaurants. A minimum of 5 stacking spaces shall be provided for each service window where a drive through operation is present.
Tavern and night club	1 space per 100 square feet

Parking

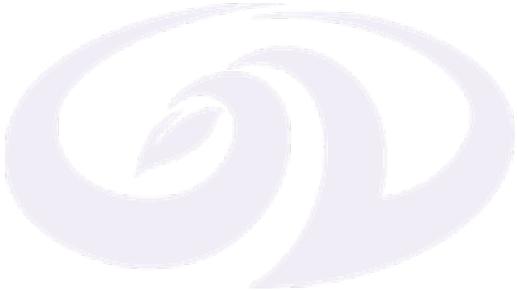
Considerations

- Consider odd/even parking schedule year-round and/or seasonally in conjunction with eliminating parking on the lawn extension
 - DPW Needs
 - <https://www.cityofgrandledge.com/386/Odd-Even-Seasonal-Parking>
- Review parking restrictions on major and local streets
- Re-evaluate parking minimums for maximums
- Let commercial businesses decide optimal parking based on need
- What invokes paving of residential properties?
 - What is the intent?

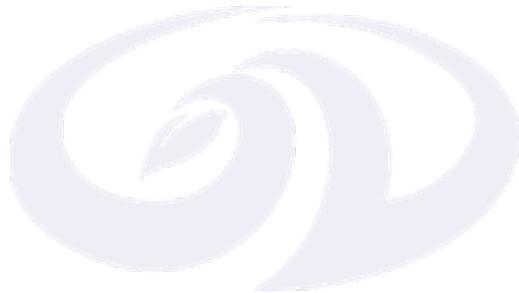
Signs

- Remove burdensome requirements that limit creativity
 - Wall signs – signable area does not include windows; cannot project over the wall
- Evaluate height requirements by district
 - Freestanding signs
 - BD, B1, OS1, CBD, CCD – 6'
 - B2, B3, I1, I2 – 13'
- Commercial Window Signs
- Temporary Signage
 - Clarify requirements for business vs residential
 - Temporary off-premise signs for events
- Murals

Signs



Thank you
&
Questions



Zoning District Map for the City of Alpena Michigan

Residential Districts

- R-1 One Family Residential
- R-2 One Family Residential
- R-T Two Family Residential
- RM-1 Multiple Family Residential
- RM-2 Multiple Family Residential
- RM-3 Multiple Family Residential
- MHP Mobile Home Park

Non-Residential Districts

- WD Waterfront Development
- CBD Central Business
- CCD Commercial Corridor
- OS-1 Office Sservice
- B-1 Local Business
- B-2 General Business
- B-3 Commercial
- I-1 Light Industrial
- I-2 General Industrial
- P-1 Vehicular Parking
- CR Conservation and Resources
- PR Parks and Recreation
- PUD Planned Unit Development

Overlay Districts

- TBO Thunder Bay Overlay
- DOD Downtown Overlay
- US-23 North Corridor Overlay

