



City Hall  
208 North First Avenue  
Alpena, Michigan 49707  
[www.alpena.mi.us](http://www.alpena.mi.us)

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## *Planning & Development*

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### **AGENDA**

#### **City of Alpena Planning Commission**

Regular Meeting

Tuesday, April 10, 2018, 7:00 p.m.

Alpena, Michigan

CALL TO ORDER:

ROLL CALL:

PLEDGE OF ALLEGIANCE:

APPROVAL OF AGENDA:

APPROVAL OF MINUTES: Regular meeting February 13, 2018 and Joint CIP meeting February 15, 2018.

PUBLIC HEARING AND COMMISSION ACTION:

**P.C. Case No. 18-Z-01.** Brad Smith, 1065 Bobcat Trail, Alpena MI 49707, has requested to rezone the property located at 212 S Eighth Avenue from R-2 One-Family Residential District to an R-T Two-Family Residential District in order to restore the property to a two-family dwelling. Article 5.9B

BUSINESS:

COMMUNICATIONS:

REPORTS:

1. Development Update
2. Redevelopment Ready Communities Program-

CALL TO PUBLIC:

MEMBERS' COMMENTS:

ADJOURNMENT:



MINUTES  
City of Alpena Planning Commission  
Regular Meeting  
February 13, 2018  
Alpena, Michigan

CALL TO ORDER:

The regular meeting of the Planning Commission was called to order at 7:00 p.m. by Randy Boboltz, Planning Commission Vice-Chair.

ROLL CALL: PLANNING COMMISSION

PRESENT: Mitchell, Gilmore, VanWagoner, Boboltz, Lewis, Austin, Wojda, Kirschner

ABSENT: Sabourin

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. *(Poll notes that on the agenda that previously went out to the Planning Commission members contained the wrong date for the approval of minutes. January 9, 2018, minutes to be approved not December 12, 2017).*

APPROVAL OF MINUTES:

January 9, 2018, minutes were approved as printed.

PUBLIC HEARING AND COMMISSION ACTION:

BUSINESS: PC 18-TXT-001: amend the following sections of the City Zoning Ordinance relating to the regulation of signage.

Poll briefly explains some of the proposed changes that staff had previously mentioned. Signs that would be excluded from a permit would be signs that are contained directly on a canopy or awning. A Vision triangle does not apply in zoning districts that allow buildings to be constructed up to the corner of the property line. Poll added that he moved temporary signs to the freestanding area that will allow temporary freestanding signs in a residential zone. It does not allow temporary wall signs in a residential zone. The total amount of freestanding temporary signage for a residential lot may not exceed twelve square feet. Also added was no individual temporary sign may exceed 4 square feet. A home occupation will also be needed to

allow for an eight square foot sign. Under the wall sign section, window signs are regulated as wall signage in residential districts was added. Water District was added to the height section for freestanding signs. A lot of the language under temporary signs that was previously on the ordinance had to be removed because they were content neutral. The number and size of temporary signs section Poll had strike will be added back in with a number of one under the temporary sign section. Mitchell added on the table section to change all the ft<sup>2</sup> to reflect sq. ft. The business & industrial table section also needs to be amended to allow temporary signs, Wojda added.

***Motion made by Lewis***, to approve the ordinance with the changes discussed. ***Seconded by Mitchell.***

Ayes: Austin, Mitchell, Gilmore, Lewis, Kirschner, VanWagoner, Boboltz, Wojda

Nay: None

Absent: Sabourin

Motion approved by a vote of 8-0.

COMMUNICATIONS: None

REPORTS:

Development Update

Poll stated that Northland Credit Union is moving forward. Assisted Living Facility is looking at breaking ground this summer but are still working out details.

Redevelopment Ready Communities Program

Poll was happy to announce that the check list was complete. End of April, early May is when we are officially certified. A press release, along with a ceremony, will be held at a later date.

CALL TO PUBLIC: None

MEMBERS COMMENTS: None

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:27 p.m. by Boboltz, Planning Commission Vice-Chair.

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Wayne Lewis, Secretary

MINUTES  
City of Alpena Planning Commission  
Joint CIP Meeting  
February 15, 2018  
Alpena, Michigan

CALL TO ORDER:

The joint meeting of the Planning Commission was called to order at 5:30 p.m. by Mayor Waligora.

ROLL CALL: PLANNING COMMISSION

PRESENT: Mitchell, Gilmore, VanWagoner, Lewis, Kirschner

ABSENT: Sabourin, Wojda, Boboltz, Austin

STAFF: Adam Poll (Director of Planning & Development), Cassie Stone (Recording Secretary), Greg Sundin (City Manager), Anna Soik (Clerk/Treasurer/Finance Director), Rich Sullenger (City Engineer), Steve Shultz (Assistant City Engineer & IT Coordinator), Don Gilmet (Building Official), Mike Kieliszewski (Assistant Building Official), Joel Jett (Police Chief), Bill Forbush (Fire Chief), Anne Gentry (Downtown Development Authority).

COUNCIL: Waligora, Johnson, Nielsen, Nowak, Hess

ABSENT: None

PLEDGE OF ALLEGIANCE:

Pledge of Allegiance was recited.

BUSINESS: 2019-2024 Capital Improvements Plan (CIP)

Poll welcomed everyone and explained the format of the meeting. All Department Heads will come up to the podium and talk about any changes to existing projects or any new projects that have been added, indicating that those projects are the ones highlighted in yellow on the CIP summary sheets. Poll added if anyone had any questions at any time to please speak up. Kieliszewski started with the building improvements.

***Wojda arrived at 5:37 p.m.***

Anne Gentry from the DDA was second, followed by Forbush, Poll, Jett, Shultz, and Gilmet. Sullenger went last with the majority of the CIP projects.

COMMISSION ACTION:

***Motion made by VanWagoner***, to approve the 2019-2024 CIP as it was drafted and presented.  
***Seconded by Wojda***.

Ayes: Mitchell, Gilmore, VanWagoner, Lewis, Kirschner, Wojda

Nays: None

Absent: Boboltz, Austin, Sabourin

Motion approved by a vote of 6-0.

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:27 p.m.,  
by Mayor Waligora.

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Wayne Lewis, Secretary

# Memorandum



Date: March 29, 2018

To: Planning Commission

Copy: Greg Sundin, City Manager

From: Adam Poll, Planning and Development Director

Subject: PC 18-Z-01- Rezone from R-2 to R-T at 212 S Eighth

RE: **P.C. Case No. 18-Z-01.** Brad Smith, 1065 Bobcat Trail, Alpena MI 49707, has requested to rezone the property located at 212 S Eighth Avenue from R-2 One-Family Residential District to an R-T Two-Family Residential District in order to restore the property to a two-family dwelling. Article 5.9B

**Background:** The home located at 212 S Eighth was recently purchased out of foreclosure by the applicant who wishes to remodel the home and use it as a rental property. The home was at one point a legal non-conforming two unit property and has been converted to a single family home. The applicant is requesting to rezone the property from R-2 to R-T for that purpose.

The applicant has indicated that the house would be better suited to be a duplex, and that the extra revenue expected from renting two units would allow him to do higher quality renovations. The applicant purchased the home for \$4,600 and will have to renovate the home whether or not the rezone is approved.

Surrounding uses include two unit homes in the R-T zoning district to the northeast, and several legal non-conforming two unit homes to the south and west in the R-2 district.

**Zoning and Planning Issues:** The property in question is currently zoned R-2 One Family Residential but borders the existing R-T zoning district to the north and east. The block the home is located on is split down the middle with an alley separating the block. The north side of the block is R-T and the south side is R-2. The property in question is adjacent to the alley.

The house does have adequate off-street parking for multiple vehicles, and there does appear to be a separate access to access the upper living unit.

The Future Land Use map shows this area as Single & Two-Family Residential.

**Recommendation:** As the property is adjacent to the R-T zoning district and there are several other legal non-conforming duplexes present in the R-2 district and the request is in conformance with the Future Land Use Map there would not appear to be a negative impact on the area.

Therefore, staff recommends **approval** of the rezone request from R-2 One-Family Residential District to an R-T Two-Family Residential District in order to restore the property to a two-family dwelling.



