



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

Planning & Development

AGENDA

City of Alpena Planning Commission

Regular Meeting

Tuesday, November 20, 2018, 7:00 p.m.

Alpena, Michigan

CALL TO ORDER:

ROLL CALL:

PLEDGE OF ALLEGIANCE:

APPROVAL OF AGENDA:

APPROVAL OF MINUTES: Regular meeting August 21, 2018

PUBLIC HEARING AND COMMISSION ACTION:

P.C. Case No. 18-SU-02. Chelsea Aube, has requested a special use permit to allow her to add a secondary dwelling unit to her home at 633 W Miller Street in an R-2 One Family Residential zoning district, while the owner resides in the main dwelling unit. Article 5.7B & 7.32

BUSINESS:

COMMUNICATIONS:

REPORTS:

Development Update

CALL TO PUBLIC:

MEMBERS' COMMENTS:

ADJOURNMENT:



MINUTES
City of Alpena Planning Commission
Regular Meeting
October 9, 2018
Alpena, Michigan

CALL TO ORDER:

The regular meeting of the Planning Commission was called to order at 7:04 p.m. by Wayne Lewis, Planning Commission Secretary.

ROLL CALL: PLANNING COMMISSION

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

ABSENT: Boboltz, Sabourin, Kirschner

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

PLEDGE OF ALLEGIANCE:

Pledge of Allegiance was recited.

APPROVAL OF AGENDA:

The Agenda was approved as printed.

APPROVAL OF MINUTES:

August 21, 2018, minutes were approved as printed.

PUBLIC HEARING AND COMMISSION ACTION: None

BUSINESS: Comprehensive Plan Update

Boboltz was unable to attend the meeting but emailed Poll some items in the Comp Plan that need addressing. Poll addressed the Planning Commission with some of these and other members also added a few more that need to be updated. Poll has only received Chapter 3 so far. Poll also added he is hoping to get Steve from NEMCOG here for the public hearing in December or January.

COMMUNICATIONS: None

REPORTS:

1. Development Update: Poll stated that there are still potential priority sites for sale around the City such as the former Alpena Power site and the Memorial Hall Building. Poll added that he hopes things are moving in the right direction. There are

people interested in financing a deal just need to find the right developer. The focus right now is on mixed use buildings. Lewis questioned what was happening with the NOAA property by the River. Poll explained that a Coastal Zone Management grant was applied for but was denied. DNR funding might be available but it is a long process.

CALL TO PUBLIC: None

MEMBERS COMMENTS: Wojda explained that a recent case has come up that is going to affect how the Planning Commission takes future action with making motions. VanWagoner questioned the possibility of a potential parking garage downtown that he heard about. Poll stated that there has been some discussion but it's not something that is moving forward at this time. Mitchell questioned the ordinances governing smoking in public spaces. Poll stated that a council member had brought up a possible ban on either smoking in public places or a ban on all tobacco products. Mitchell expressed concern with clarifying no tobacco use and marijuana use if a ban or marijuana use does pass.

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:47 p.m. by Lewis, Planning Commission Secretary.

Wayne Lewis, Secretary

Memorandum



Date: November 14, 2018

To: Mayor Matt Waligora and City Council

Copy: Greg Sundin, City Manager

From: Adam Poll, Planning and Development Director

Subject: Special Use Request for 633 W Miller

RE: **P.C. Case No. 18-SU-02.** Chelsea Aube, has requested a special use permit to allow her to add a secondary dwelling unit to her home at 633 W Miller Street in an R-2 One Family Residential zoning district, while the owner resides in the main dwelling unit. Article 5.7B & 7.32

Background: The applicant is requesting to be able to rent out the upper portion of his home located in an R-2 One Family Residential District. Secondary dwelling units are allowed in the R-2 district by Special Land Use Permit as long as it meets a number of regulations including that the homeowner resides in the main level. The house in question was purchased by the applicants who would like to utilize the upper level as a secondary unit. The house has been utilized as such in the past but has not but used as such recently and is not a registered duplex so it is not considered a legal non-conforming use.

Staff is aware of a number of other legal non-conforming duplexes in the area, including four different addresses on the 500 block and two more on the 600 block of Miller Street.

Zoning and Planning Issues: The applicants request would not appear to be out of character with the existing land uses. The Zoning Ordinance allows for a secondary dwelling unit as long as a number of criteria are met. Some of these criteria include limits on size, exterior entrance locations, etc. The proposed use would appear to meet most criteria.

The Zoning Ordinance does require that 1.5 "on site" parking spaces are provided per unit. The site does appear to have 3 off street parking stalls in addition to the garage.

The City's 2013 Comprehensive Plan calls for Single and Two-Family Residential on this site. The proposed use would appear to fit into this category.

Recommendation: The request would not appear to alter the character in the neighborhood and would appear to meet the supplemental regulations for secondary dwelling units.

Therefore, staff recommends that the special land use permit to allow a secondary dwelling (apartment) unit to be located in the upper level of his home located at 633 W Miller Street be **approved** as it appears to meet Special Land Use Approval Standards.

Per Section 6.12, Special Land Use Approval Standards, the proposed development complies with these standards as follows except as noted:

- A. Allowed Special Land Use.** Secondary dwelling units are allowed in an R-2 district as long as the supplemental regulations found in section 7.32 are met. The proposed secondary dwelling would appear to meet those standards.
- B. Compatibility with Adjacent Uses.** Surrounding would appear to be principally single family homes. The applicant has noted that he believes there are other duplexes in the area. Staff has confirmed that this there are at least six other legal non-conforming duplexes located nearby on Miller Street. The exterior of the home would not change with the proposed use and still appear to be a single family home.
- C. Public Services.** The residence will have the same demand on police, fire and other public services.
- D. Economic Well-Being of the Community.** The granting of the Special Land Use Permit will not have any adverse effects on the neighborhood or the community.
- E. Compatibility with the Natural Environment.** This is a previously developed site. No additional impacts will be created.
- F. Impact of Traffic on the Street System.** Three off street parking spaces are provided in addition to the garage. The ordinance requires that 1.5 parking stalls be provided “on site” for each dwelling unit.
- G. Non-Detrimental Standards.** The existing use does not result in any activities that produce hazardous environmental impacts.
- H. Consistent with Zoning Ordinance and Comprehensive Plan.** The proposed use is consistent with the Comprehensive Plan which calls for Single and Two-Family Residential for this location.
- I. Compliance with Supplemental Site Development Standards.** The proposed use would have to meet all supplemental standards including but not limited size, exterior entrance locations, parking requirements for the secondary dwelling unit.



PC Case No. 18-SU-02



Looking northeast at 633 Miller



Looking east at 633 Miller