



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

Planning, Development, & Zoning

City of Alpena Planning Commission 2022 Annual Report

The City of Alpena Planning Commission is made up of nine members. The Commission regularly meets on the second Tuesday of the month in the Council Chambers at City Hall located at 208 N First Avenue. Members of the Commission and public may also attend virtually via Go To Meeting. A typical meeting consists of review of the previous month's meeting minutes, public hearings, unfinished or new business, communications, reports from staff, public comments, and member comments.

Planning Commission members at the start of CY 2022 included: Paul Sabourin (Chairman), Randy Boboltz (Vice Chairman), Steve Gilmore (Secretary), Clay VanWagoner, Matt Wojda, Claire Kostelic, Ashley Peterson and Diane Bauer (one open position); see details below for changes in Planning Commission members.

PC Meeting Dates and Case Summaries:

January 11, 2022 – P.C. Case No. 22-Z-01 – Recommendation to approve a Rezone request for 124 E Clark St from R-2 to R-T. Request was approved through City Council.

P.C. Case No. 22-TXT-01 – Adult Use Marihuana Text Amendment – ordinance amended to update Zoning Ordinance to Allow for Adult Use Establishments after City Council approval of Adult Use.

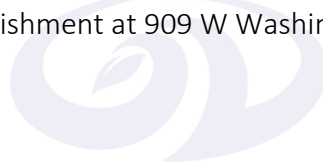
Business – Proposed updates to By-laws discussed

February 8, 2022 – P.C. Case No. 22-Z-02 – Recommendation to approve a Conditional Rezone request for 327 N Addison St. from R-2 to R-T. Request was approved through City Council.

Proposed changes to the Outdoor Dining Ordinance were reviewed with participation from the DDA Executive Director.

February 16, 2022 – Joint Session with Council to review 2023-2028 Capital Improvement Plans

March 8, 2022 – P.C. Case # 22-SU-01 – Approved a Special Use permit request from Neighborhood Provisions to allow an Adult Use Marihuana establishment within a previously approved Medica Marihuana Establishment at 909 W Washington.





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

Planning, Development, & Zoning

P.C. Case # 22-SU-02 – Denied a Special Use Permit request from Meds Café to allow an Adult Use Marihuana Establishment at 427 W. Washington.

Outdoor Dining Amendments discussed.

Training Opportunities Discussed: Conflicts of Interest – obtained by MSU Extension

April 12, 2022 – Rehearing of P.C. Case # 22-SU-02 resulting in a second denial of Special Use Permit request from Meds Café to allow an Adult Use Marihuana establishment at 427 W. Washington.

P.C. Case # 22-Z-03 - Recommendation to approve a Conditional Rezone request for 1102 Ford Ave from R-2 to R-T. Request was approved through City Council.

Outdoor Dining Amendments approved and recommended to City Council; recommendations were approved by City Council.

2021-2025 Alpena Marina Master Plan presented by Shannon Smolinski, City of Alpena Harbor Master and was recommended for adoption by the City Council; City Council approved.

May 10, 2022 – Approval of Food Truck Park located at 115-119 River Street (Red Brick).

Electric Vehicle Charging Presentation in partnership with Alpena Power Company.

Comprehensive Plan Goals – commissioners weighed in on Comprehensive Plan goals that they would like to focus on during the coming year.

Training Opportunities Provided: MSU Extension Making Defensible Decisions: Discretionary Standards, Conditions, and Procedural Due Process; Planning and Zoning for Solar Energy Systems; MAP Planning and Zoning Essentials Workshop, in Oscoda, Michigan; MSU Extension Citizen Planner training

June 14, 2022 – P.C. Case # 22-Z-04 - Recommendation to approve a Conditional Rezone request for 933 Lockwood from R-2 to R-T. Request was approved through City Council.

P.C. Case # 22-SU-03 - Approved a Special Use Permit request from Zella Cannabis to allow an Adult Use Marihuana Establishment at 1105 W. Chisholm St.

Additional discussion of Comprehensive Plan Goals



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

Planning, Development, & Zoning

Election of Officers – Randy Boboltz becomes Chair; Steve Gilmore becomes Vice-Chair; Clay VanWagoner becomes Secretary

July 12, 2022 – Meeting Cancelled - Diane Bauer Resigned as Planning Commissioner on July 8, 2022 (resulting in two open seats)

August 9, 2022 – Meeting Cancelled

September 20, 2022 – P.C. Case # 22-Z-05 - Recommendation to approve a Rezone request for 216 South 8th Ave from R-2 to R-T. Request was approved through City Council.

Continuing Education Materials Provided: Approval of Meeting Minutes when Absent (MSU Exchange)

October 11, 2022 – P.C. Case # 22-Z-06 - Conditional Rezone requested for the properties located at 1223 and 1233 South State Avenue to add a drive thru and drive up window in the future. Recommendation to approve the rezone from CCD to B-2 for the Lud's Professional Building (1223 S State), but deny the request for rezone of Mancino's (1233 S State) from CCD to B-2. Request was approved through City Council as Planning Commission recommended.

Joint Session with City Council to discuss zoning ordinance topics related to Housing, Short Term Rentals, Parking, and Signage.

Continuing Education Materials Provided: Understanding the Role of the Chair (MSU Exchange)

Paul Sabourin resigned from the Planning Commission at the end of his term (11/1/22).

November 15, 2022 – Meeting Cancelled; during the month of November, Chris Moses and Greg Sundin were appointed to the Planning Commission (one open seat remains).

December 13, 2022 – P.C. Case # 22-Z-07 – Recommendation to approve a Conditional Rezone request for 423 South 7th Ave R-2 to R-T. Request was approved through City Council.

Zoning Ordinance Article Review – Articles 1 & 2 Reviewed – Article 2 "Definitions" will be a working document until all other Articles are reviewed.

The 2023 Planning Commission meeting schedule is approved.



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

Planning, Development, & Zoning

2022 Planning Commission and Staff Ongoing Education

Member	Education	Date	Hours
Montiel Birmingham	Attainable Housing Series MSU Extension	January	4
Montiel Birmingham	Zoning Administrator Certificate Program	January	3
Diane Bauer	Building a Foundation for Attainable Housing in Your Community	January	4
Montiel Birmingham	Zoning Administrator Certificate Program	February	16
Montiel Birmingham	Brownfield	April	2
Montiel Birmingham	Green Infrastructure	May	2
Montiel Birmingham	Effective Board Meetings and Good Governance MSU Extension	May	3
Diane Bauer	Effective Board Meetings and Good Governance MSU Extension	May	3
PC Members & Montiel Birmingham	Electric Vehicle Charging	May	1 hour each
Montiel Birmingham	MAP Solar Webinar	June	1.5
Montiel Birmingham	MAP Oscoda MI Zoning Workshop	June	4
Montiel Birmingham	MAP Clean Energy in Master Plans	July	2
Montiel Birmingham	MAP Zoning Districts + Solar Energy	July	6
Montiel Birmingham	MAP Solar + Wind Energy	August	8
Montiel Birmingham	MSHDA Missing Middle Housing Program	September	1.5
Montiel Birmingham	Coastal Leadership Academy	September	2.5
Montiel Birmingham	Coastal Leadership Academy	October	6.5
Montiel Birmingham	MAP PDZ Workshop – Oscoda; Housing, PUDs, Form Based Code	November	2