



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

Planning & Development

AGENDA

City of Alpena Planning Commission

Regular Meeting
Tuesday, July 11, 2017, 7:00 p.m.
Alpena, Michigan

CALL TO ORDER:

ROLL CALL:

PLEDGE OF ALLEGIANCE:

APPROVAL OF AGENDA:

APPROVAL OF MINUTES: Regular Meeting June 13, 2017

PUBLIC HEARING AND COMMISSION ACTION:

Case 17-SU-04: Sunrise Mission has filed a petition requesting an amendment to their existing Special Land Use Permit to allow for the construction of a 1,927 square foot activity center attached to the rear of the existing structure at 622 W Chisholm Street.

BUSINESS:

1. Review Sample Sign Ordinance

COMMUNICATIONS:

REPORTS:

1. Development Update
2. Redevelopment Ready Communities Program

CALL TO PUBLIC:

MEMBERS' COMMENTS:

ADJOURNMENT:



MINUTES
City of Alpena Planning Commission
Regular Meeting
June 13, 2017
Alpena, Michigan

CALL TO ORDER:

The regular meeting of the Planning Commission was called to order at 7:01 p.m. by Wayne Lewis, Planning Commission Secretary.

ROLL CALL: PLANNING COMMISSION

PRESENT: Mitchell, Lewis, Wojda, Gilmore, VanWagoner

ABSENT: Austin, Boboltz, Sabourin

STAFF: Adam Poll (Director of Planning & Development), Don Gilmet (Building Official), and Cassie Stone (Office Clerk).

PLEDGE OF ALLEGIANCE:

Pledge of Allegiance was recited.

APPROVAL OF AGENDA:

Agenda approved as printed.

APPROVAL OF MINUTES:

May 16, 2017, minutes were approved as amended with two corrections. Correct abbreviation of Planned Unit Development (PUD) not (PUB). Edit that Wojda suggested to Sabourin that he with stand from the vote with abstain.

PUBLIC HEARING AND COMMISSION ACTION:

P.C. Case #17-SU-03

Alpena Public Schools, has requested a special permit be granted to move their business offices to the former Sunset Elementary School building located at 1421 Hobbs Drive in an R-2 One Family Residential District. Article 5.7B

Background: Sunset Elementary School was constructed as an elementary school and used as such until about 2010, when declining enrollment numbers in Alpena Public Schools (APS) caused the school system to shut down the school and the building has been utilized primarily for storage since then. APS would now like to move their administrative offices to this location and potentially some pre-kindergarten classes as well. As the primary use is shifting from school to administrative office, a special permit is required.

Surrounding uses include residences to the north and west, forest and wetlands areas to the south and east. The school sits on almost 40 acres, with a majority of the property being vacant and wooded. A majority of the wooded area is a wetland that would be unbuildable.

Zoning and Planning Issues: The property in question is zoned R-2 One-Family Residence District which would not traditionally allow business offices. The building was constructed and utilized as a school for a number of years and the building itself remains in useable condition. Enrollment numbers have not increased to the point of needing the structure for an elementary school so if the current request is not allowed, the building will continue to sit vacant.

APS currently has their administrative offices at 2373 Gordon Road in Alpena Township. They have another agency (NEMSCA) interested in leasing part of their building on Gordon Road and an empty building that could be utilized in Sunset School. APS has indicated that if they are allowed to move their administrative offices that they may also utilize the site for pre-K classes as well. They have stated that they do not intend to make any exterior changes to the site, and the existing play area and ball field would remain.

There is existing hard surface parking located at the site that would appear to be more than adequate in size, although exact parking numbers are unknown as the lines have worn off.

The senior center had discussed utilizing part of the building in addition to the administrative offices as there would appear to be sufficient room for both uses. The senior center use is not included in the application and would require a separate special permit as that use would be significantly different than the use as administrative offices. As of right now, the senior center has no immediate plans to move from their current location on River Street.

The problem with vacant school buildings is wide spread and affects many communities. School buildings are generally constructed for a very specific use and are sometimes difficult to utilize for other uses. Usually these buildings are functionally obsolete and many vacant school buildings sit vacant for years before eventually being demolished. In this case, Sunset School is not functionally obsolete and has been maintained. APS would like to utilize the site for a use that is related to the school system.

Recommendation: The proposed use would not appear to have a negative impact on the surrounding neighborhood. Allowing the vacant school to be utilized for administrative office would allow another agency to expand (on Gordon Rd) and ensure Sunset School continues to be maintained.

If the Planning Commission chooses to deny the special permit request, the applicant could still utilize the building as a school, but as it is not needed at the moment, it would more than likely remain vacant.

Therefore, staff recommends **approval** of the Special Land Use Permit to allow Sunset School to be utilized for administrative offices for Alpena Public Schools and have pre-k classes on site as well.

Poll stated for the record that he is the most affected neighbor for this request and if anyone feels Don Gilmet should give a separate report he can if anyone is objective. Wojda questioned if there was any special recommendations that are being made? Poll answered no, claiming no dramatic changes were planned for the exterior. Wojda also questioned if granting this special use permit would foreclose an

eventual reversion back to a full time school if that became necessary. Poll replied no and added that a motion can be made that would make it be utilized as a school.

John VanWagoner, (superintendent of APS), spoke briefly about NEMSCA having interest in utilizing more of the Gordon Road location where the APS school administrative staff of 15-20 employees resides currently. He explained that the Sunset Facility has been kept up very well. The former Sunset School would consist of the superintendent's office, board of education office as well as a human resource office. Possibility of adding some preschool programs after a year. He also explained that Ella White and Besser School is at absolute capacity and allowing this would be beneficial at adding some early childhood programs at the former Sunset School if the need comes in the future. This would include going through the process of childcare license and facility upgrades before that would even become possible. Wojda questioned the timeline for the APS to make the move into the former Sunset School. VanWagoner replied that they were working with NEMSCA right now to decide how much space they would need. NEMSCA is currently in the process of renovating their current building so when they would need APS to push out of the Gordon Road facility. VanWagoner is anticipating as early as next fall but then again depending on the needs of NEMSCA. There is a possibility that a few offices could move to the Sunset Building by the end of August. Gilmore asked about the 3-4 classrooms for the pre K and what schedule they would be on. VanWagoner explained that currently children attend Monday – Thursday, depending on the program, consisting of both half and full day schedules that include approximately 100 children at the most. VanWagoner (Clay) asked if the building was being used for other programs. VanWagoner (John) replied yes that The Feeding Kids Ministries currently is held at the Sunset School which provides food for children on the weekends and if the special use permit is granted VanWagoner (John) said they would continue to allow space to make that possible or relocate them. Gilmore questioned the hours of operation which VanWagoner (John) replied that normal hours are 7-4:30 Monday through Friday and summer 7-4:00 with an occasional school board meeting once a month in the evening. Lewis questioned the bus schedule. VanWagoner (John) assured that they would ensure one easy central exit and entrance but also explained that their main focus is moving the offices to the Sunset location at this time.

VanWagoner (Clay) feels he should abstain from the vote stating that if APS leaves the Gordon Road location, he will most likely be doing the renovation work and could gain personal profit.

Wojda motioned, Gilmore seconded that VanWagoner abstain from the vote.

Yays: Mitchell, Lewis, Gilmore, Wojda,

Nays: None

Motion passed by a vote of 4-0.

Motion made by Mitchell to allow for the special use permit for Sunset School for administrative purposes. (Poll added for the record that allowing this special use permit would also allow Sunset school to be utilized for school purposes later if need be). Seconded by Wojda with the understanding that the school would be utilized back to school purposes if become necessary.

Yays: Wojda, Mitchell, Gilmore, Lewis

Nays: None (VanWagoner abstained from vote)

Motion passed by a vote of 4-0

BUSINESS: Review Sample Sign Ordinance

Poll briefly explained that the Supreme Court ruled a little over a year ago that we can't regulate signage by content anymore. Some of the issues that are being looked at are not being able to regulate political signage. Poll explained that it be classified as temporary signage so a permit would not be required for temporary signage. Location, size and zoning district can be regulated. Poll added that Greg Sundin (City Manager) said signs should be four square feet. Lewis stated four square feet is too small, with Mitchell agreeing. Gilmet added that it would be way too costly to increase the sign size with examples of real estate signs and speed limits signs would all change. Right now all that is regulated with signs is size, not number of them, and if they are damaged or not and in the right district to allow for the sign size. Lewis commented that whatever gets done with the sign ordinance is eventually going to be problems. Gilmet also added that as of right now sign ordinance enforcements are not a big problem and resulting in going to court over. Wodja stated that there are three options:

- Can regulate the area per sign with no number limit
- Can regulate the area per sign with a number limit
- Can regulate area per property

Poll explained that he has been in contact with Denise at NEMCOG and has attended a few training sessions regarding the signs and what he has seen is everyone is struggling. The direction on what way to go doesn't have to be decided today, Poll just wanted to get some input on the matter. Poll added that he can look around at other communities to get more ideas. Poll feels that total square footage restriction should be looked into and size of the sign. No timeline has not been set as of right now. We have been instructed to keep our regulation as content neutral as possible. Poll added that he would like to get together a document with the changes that the Planning Commission is comfortable with and prefers and then have the City Attorney look it over.

COMMUNICATIONS: Gretchen Kirschner has submitted her application for joining the Planning Commission and introduced herself.

REPORTS: Redevelopment Updates

Northland Area Credit Union made it through their first reading at council. It is anticipated by the next Planning Commission meeting they will have had their second reading at council and PUD rezone will be in place, once it is published. Street conversions and reverse angle parking downtown has begun and overall, people have been adjusted pretty well. It is anticipated that the two way street conversion will begin after Labor Day for the blocks of Second Avenue. MDOT is still looking into the M32 part of Washington Avenue on whether or not it can be done. Bridge work is almost complete and Holiday Inn Express is now open. The hospital was granted a zoning variance and were allowed an advance of 120 square feet on the size of their sign. This was based off of the size of their building, amount of frontage and the lack of development on the property across the street.

Redevelopment Ready Communities Program is eighty percent complete and Poll explained that the Planning Commission has to go through the action items and assign a party (group) that is responsible for

the primary accomplishment of the listed goal and add a timeline. Poll feels that there are way too many action items that need to be eliminated and/or shorten up. Poll asked that the Planning Commission review his comment's that he had made and give him input on the matter.

CALL TO PUBLIC: None

MEMBER'S COMMENTS: None

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:07 p.m. by Lewis, Planning Commission Secretary.

Wayne Lewis, Secretary

Memorandum



Date: July 7, 2017

To: Planning Commission

Copy: Greg Sundin, City Manager
Don Gilmet, Building Official

From: Adam Poll, Planning and Development Director

Subject: Special Land Use Permit- Staff Report and Recommendation

RE: **PC17-SU-04:** Sunrise Mission has filed a petition requesting a Special Land Use Permit to allow for the construction of a 1,927 SF activity center attached to the rear of the existing structure at 622 W Chisholm Street.

Background: In 2001 the Sunrise Mission received a special use permit to enlarge the original structure at 622 W. Chisholm Street, doubling its capacity from 12 to 25 beds and in 2008 the Mission was granted an additional special use permit to utilize the adjacent home at 616 W Chisholm to house up to two families with no charge to the guests and expand their capacity to 33 beds. The property at 608 W Chisholm is owned by the Mission, but consists of 4 units that are rented out, so it is not included in the special use permit that was granted to the Mission as those rental units are open to anyone, and are regulated by the City's rental registration and inspection programs.

The Mission is now requesting to allow the construction of a roughly 29' x 64' (1927 SF) activity center attached to the rear of the existing structure at 622 W Chisholm Street. The applicant has indicated that the activity center would be utilized for life skills training and congregate meals at holidays. In addition, the applicants listed the uses including 12 step groups, Bible study classes, and other classes for the residents and staff purposes only, with the exception of holiday meals.

The applicants had previously submitted a plan that required several variances for which hearings took place at the February 25, 2015 Zoning Board of Appeals meeting. Those variances were denied as the ZBA did not feel that the requests met the required variance standards. The case was also presented to the Planning Commission in March of 2015 and was denied due to concerns of lack of sufficient parking if the activity center was open to people outside the Mission. The applicant's once again applied for the variances previously requested in September of 2015 to the ZBA with additional explanation of the need for the variances and the same site plan, and the ZBA once again found that the standards for a variance were not met and denied the request.

The applicants have subsequently revised the proposed plan to eliminate any variances and do not need to go before the ZBA. Because the proposed activity center expands the footprint of the building they are required to amend their existing special use permit which requires approval from the Planning Commission.

Zoning Issues: The property is currently zoned CCD Commercial Corridor District, which permits Residential Human Care Facilities as Special Land Use Subject to Special Conditions (Special Use), subject to Planning Commission approval following a public hearing. The conditions specific to Residential Human Care Facilities are listed in the Zoning Ordinance:

A. **LICENSE:** Such facility shall have received a State of Michigan license to operate prior to seeking a Special Use Permit under this Ordinance in those instances where a license is required by the State.

B. **TIME LIMIT:** Residency by persons shall be limited to a maximum of six (6) months in any one (1) year period. Longer periods shall be permitted if directed by the court or if necessary to satisfactorily complete prescribed rehabilitative treatments or if approved by the Planning Commission. Such facility shall not become the full time residence for any person.

C. **OCCUPANCY:** The occupancy of such a facility shall not exceed twenty-five (25) persons, excluding the supervisor(s).

D. **SPACING:** No such facility shall be located within two thousand five hundred feet (2500') of the property line of a similar facility.

E. **PARKING:** Parking shall be provided for staff and residents **based upon a level necessary to meet the needs of the facility and agreed upon by City staff and the Planning Commission.** The number of spaces required shall be included in the Special Use Permit. If, in the future, the City determines that additional parking is required, such a finding shall be provided in writing and shall be remedied by the facility within sixty (60) days or a request submitted to the Planning Commission for modification.

F. **OUTDOOR PLAY SPACE:** In those instances where child care is to be provided as a part of such facility, not less than one hundred fifty (150) square feet of outdoor play space shall be provided per child. Such play space shall be fenced.

G. **SUPERVISOR:** A supervisor designated by the operating agency shall be present at all times while the facility is open for use. On-site staff shall be at a level sufficient to properly supervise residents.

H. **HOURS:** The facility shall be open to serve persons at designated hours, as approved by the Planning Commission so as to discourage loitering outside such facility. Outside loitering shall not be permitted, and will be subject to prosecution under City Ordinance.

I. **GUEST REGISTER:** When permitted by law, a guest register shall be kept with names of occupants and dates and times of check-in and check-out for each occupant.

J. Specific rules and monitoring procedures for individuals entering/leaving the facility during late evening and early morning hours shall be provided to the Building Official.

K. Any structure or part of a structure utilized as a shelter shall meet all health, fire and safety code requirements of the State and City.



The Mission currently operates under these conditions and as the proposed activity center would be part of the Mission, it would also be expected to operate under these conditions. The Mission has indicated that they would accept a restriction of the special use permit that only residents of the Mission would be allowed to utilize the activity center and would not be open to the public with the exception of holiday meals where the Mission invites former residents and board members. Normal residential care facilities require 1 parking space per bed and 1 space per staff member. Being that the mission services individuals that generally do not drive, those requirements seem excessive. The activity center would require 34 parking spaces. It would be part of the mission, and would not be open to the public under the agreed upon condition. Staffing levels at the mission are usually 2-3 employees at any given time.

Staff would note that the house located at 608 W Chisholm is not part of the Mission and is available for anyone to rent, and is required by ordinance to provide 6 parking spaces. As it is located in the CCD district, there is no minimum front yard setback as well as a 10' rear and side yard setback (if the side yard abuts an adjacent residential use) which could be met if the property would be sold. The Mission has indicated it has no intention of selling the property in the future. If the property were sold, it would have to include 8 of the parking spaces in order to meet setback requirements, leaving the Mission with 12 parking stalls.

When reducing parking requirements for new construction of a new structure, the Planning Commission must look at the proposed, as well as future use of the property, and consider the possibility that the mission could move or cease operations in the future. If that occurs any other potential use would have to be able to utilize the parking provided, if approved.

Staff has inquired if the Mission has looked at alternatives to an onsite location, such as relocating the entire Mission or the possibility of an off campus activity center. Mission representatives have indicated that they have looked at both options and have cited the cost of a new facility to be prohibitive. They have also indicated that the logistics of an off campus activity center would be difficult as they would need to add additional staffing and would have to arrange transportation to the activity center.

In reviewing the site plan further, the applicants are proposing to construct a 6' privacy fence along the alley that would create a visual barrier and restrict vehicles from entering and exiting off the alley. The site plan also points out that there is an existing 6' privacy fence at 117 S Seventh Avenue (a single family rental home). Staff would ask that if approved that a condition be added requiring a privacy fence along the alley, but also that the Mission install a 6' tall privacy fence along the property line of 117 S Seventh Avenue if the existing privacy fence (constructed by owners of 117 N Seventh Ave) ceases to exist.

Staff would note there is not a lot coverage maximum in the Commercial Corridor District like there is within most residential districts. This means that there is no required yards beyond required setbacks and the required play area for the Special Use Permit. Parking is required to be located in the side or rear of the buildings in the CCD district along Chisholm Street and, with the exception of the handicap accessible parking stall (which already exists), the proposed parking does meet the location requirements.

Recommendation: The Sunrise Mission provides an important service for Northeast Michigan. They assist a population that is often underserved, and have done so for 25 years. The desire to increase the space for services available to those they assist is commendable. As the Mission is not requesting any space for additional beds, this analysis pertains to the impact of the requested activity center and the long term land use issues that the activity center may or may not produce.

The Sunrise Mission does offer an important and sometimes underappreciated service to our community. They have made a number of efforts over the last few years to make this activity center a reality. To that end they have redesigned the layout to eliminate any needed variances and received a special use permit for the property at 608 W Chisholm. The applicants have indicated they have agreed to the conditions to restrict access to the activity center to residents of the Mission and staff with the exception of holidays and provide screening along the alley. The proposed activity center would appear to meet the supplemental requirements of the Zoning Ordinance.

Therefore, based on the reasons listed above, staff recommends **approval** of the request for a Special Land Use Permit for the construction of a 64' x 29' (1,927 SF) activity center with the following conditions:

- 1) A 6 foot tall privacy fence is installed along the entire length of the alley that and along the sides of the rear property (if the existing privacy fences are removed at 117 N Seventh and along the rear yard of Burgies at 628 W Chisholm Street). The fence must be stained or painted with the finished side facing toward the outside if applicable. If any gate is installed in the fence it must be kept locked and only utilized by Mission staff.
- 2) The activity center is restricted to current residents of the Mission and Staff of the Mission including board members with the exception of holiday congregate meals.
- 3) The number of holidays for congregate meals is restricted to 4 per year and only individuals affiliated with the mission attend.
- 4) Lighting for the parking area is required but must be kept on the preemies and cannot be directed onto surrounding properties.





PC Case No. 17-SU-04



PC Case No. 17-SU-04



PC Case No. 17-SU-04

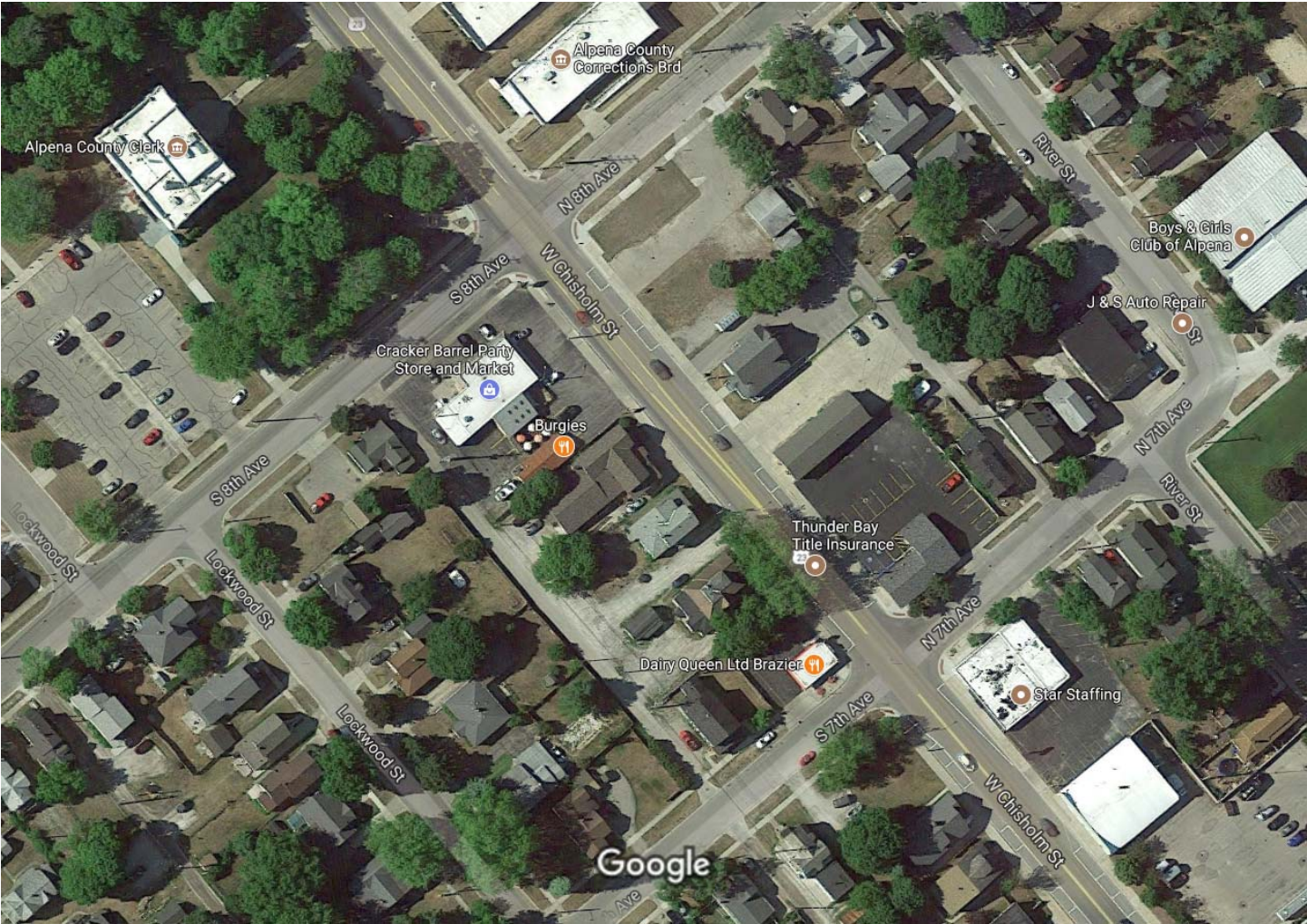


Rear yard of 608 Chisholm Street– Garage to be removed



Rear of 622 Chisholm Street





Imagery ©2017 Google, Map data ©2017 Google 50 ft

MINUTES

City of Alpena Planning Commission
Regular Meeting
March 10, 2015
Alpena, Michigan

CALL TO ORDER:

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

ROLL CALL: PLANNING COMMISSION

Present: Heraghty, Hunter, Lewis, Boboltz, VanWagoner, Gilmore, Mitchell

Absent: Dort, Sabourin

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

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

APPROVAL OF AGENDA:

The March 10, 2015, agenda was approved as printed with one addition to Business; Brownfield Representative.

APPROVAL OF MINUTES:

The minutes of the February 10, 2015, regular meeting were approved as printed with one correction; Boboltz was not in attendance.

PUBLIC HEARING AND COMMISSION ACTION:

PC15-SU-01: Sunrise Mission has filed a petition requesting a Special Land Use Permit to allow for the construction of a 34' x 60' activity center attached to the rear of the existing structure at 622 W. Chisholm Street.

In 2001 the Sunrise Mission received permission to enlarge the original structure at 622 W. Chisholm Street, doubling its capacity from 12 to 25 beds and in 2008 the mission was granted to utilize the adjacent home at 616 W Chisholm to house up to two families with no charge to the guests and expand their capacity to 33 beds. The property at 608 W Chisholm is owned by the mission, but consists of 4 units that are rented out, so it is not included in the special permit that was granted to the mission as those rental units are open to anyone, and are regulated by the City's rental registration and inspection programs.

The mission is now requesting to allow the construction of a 34' x 60' activity center attached to the rear of the existing structure at 622 W Chisholm Street. The applicant has indicated that the activity center would be utilized for life skills training and congregate meals at holidays. In addition, the applicants listed the uses including 12 step groups, community Bible study, classes, and staff and guest group needs within their newsletter.

Several variances were required for the proposed activity center for which hearings took place at the February 25, 2015 Zoning Board of Appeals meeting. Those variances were denied as

the ZBA did not feel that the requests met the required variance standards. The applicants have an opportunity to appeal and if their appeal is successful, Planning Commission approval of the Special Permit request is still required. If the Planning Commission denies the request, Special Land Uses are appealed directly to Circuit Court, and will not go to City Council.

The property is currently zoned CCD Commercial Corridor District, which permits Residential Human Care Facilities as Special Land Use Subject to Special Conditions (Special Use), subject to Planning Commission approval following a public hearing.

The activity center is intended to be utilized for a gathering place for different uses, many of which would not appear to be limited to guests of the facility. Some of these uses include life skills training and congregate meals at holidays, 12 step groups, community Bible study, classes, and staff and guest group needs. Normal residential care facilities require 1 parking space per bed and 1 space per staff member. Being that the mission services individuals that generally do not drive, those requirements seem excessive. Staff would have concerns with the proposed activity center and the house located at 608 W Chisholm. As the house is not part of the mission, and is available for anyone to rent, it is required by ordinance to provide 6 parking spaces. The activity center requires 34 parking spaces. It would be be part of the mission, but would be open to the public for a number of different functions. Assuming there are two staff members at the mission, there would be a need for 42 parking spaces for the associated structures, only 25 of which are provided.

It should be noted that the Planning Commission can potentially reduce parking requirements for a special use. Although it is not specified, this provision is for special uses that intend occupy existing buildings and not for building additions. When reducing parking requirements for new construction, the Planning Commission must look at the future use of the property, and consider the possibility that the mission could move or cease operations in the future. If that occurs there are very few other uses that could utilize the mission property due to the parking needs that most other uses have.

In addition, allowing the proposed activity center and associated parking would increase the nonconformity of 608 W. Chisholm Street. The property at 608 W Chisholm is a legal non-conforming use, the proposed parking area would appear to eliminate nearly the entire rear and side yards. If the property were ever to be split and sold, a 10' rear and side yard setback would need to be maintained around the structure, and 6 parking spaces would have to be included with the residential structure.

An alternative to locating the proposed activity center at the existing mission site would be to locate the activity center offsite. The mission could construct or utilize an existing building for the activity center in a nearby location within a walkable distance which could meet zoning requirements. Such an arrangement may not be as easy to operate for the mission as it would probably require additional staffing, but it would appear to address land use concerns.

In reviewing the site plan further, the applicants are proposing to construct a 6' privacy fence along the alley that would create a visual barrier and restrict vehicles from entering and exiting off the alley. The site plan also points out that there is an existing 6' privacy fence at 117 S Seventh Avenue. Staff would ask that if approved that a condition be added requiring a privacy fence along the alley, but also along 117 S Seventh Avenue.

The Sunrise Mission provides an important service for Northeast Michigan. They assist a population that is often underserved, and have done so for 25 years. The desire to increase the services available to those they assist is commendable. As the mission is not requesting any space for additional beds, this analysis pertains to the impact of the requested activity center and the long term land use issues that the activity center may or may not produce.

Although the Sunrise Mission does offer an important and sometimes underappreciated service to our community, there would not appear to be adequate space for the proposed activity center and the amount of parking it would require as the activity center is open at times to the public. If the mission were to relocate or cease operations 25 parking spaces would not be adequate for other potential uses for the property. In addition, the proposed parking lot would increase the non-conformity of the home at 608 W Chisholm and make it difficult to split off that home without requiring additional variances.

Staff recommends denial of the request for a Special Land Use Permit for the construction of the proposed 34' x 60' activity center.

FAVOR:

John Ritter, Sunrise Mission Director, 14145 E. Grand Lake Road, stated that this addition has been talked about at the board level for about 5 or 6 years. This addition is due to the lack of space and having enough room for congregate meals (the big holidays), space for meetings, and kids play area. Largest issues at the ZBA meeting was parking. To us it's not the parking it's the people. On February 24th we had people staying and only one car. The most cars we have had at the Sunrise Mission at one time is 5. Doesn't see a problem with parking because most of the people that stay at the Sunrise Mission do not own cars.

OPPOSITION:

Angie Skiba, 635 River, asks that the Commission deny this request. Has had to have 2 people removed from her backyard. It is a neighborhood issue and she is not the only person that has had problems with that. This is a safety issue. If you look at the back of the homes there is not room for this building. The job they do is good and she is not a person to not be compassionate. Feels that they have been there a lot of years without the building and doesn't feel that they need the activity center. Extended stays at the Sunrise Mission changed from 90 days to 180 days. Poll noted that the alley would be closed to traffic and that that the stay was 90 days per 6 months and has been changed to 180 days per 12 months.

Amy Bedford, 117 S. Seventh, stated that she was a former guest of the Sunrise Mission. Has attended holiday meals and there didn't seem to be a problem with space. This afternoon she witnessed someone come out of the mission and go get something out of a car that was parked in the Dairy Queen parking lot. Her daughter is scared to be outside. Bedford further stated that she knows for a fact that they bus people on parole in from prisons who will be staying at the Sunrise Mission. Her fiancée was a parolee who was bussed in from Adrian in 2007.

Dennis Bray, RS Scott Associates, stated that this will not make the parking issue worse. Signage will help the process and should eliminate any current issues that exist. VanWagoner asked where primary access to the parking lot would be. Bray stated that the primary access will be off of Chisholm Street.

John Lappan, 112 N. 8th Street, has seen a lot that has gone on at the Sunrise Mission. This meeting is based solely on the variance they requested. I feel that in the future this could create problems. This request should be denied. Doesn't have anything against the mission, but there has got to be some limitations.

Angie Skiba approached the Commission and handed the Commissioners paperwork from a FOIA request showing the amount of police calls that have been made regarding the Sunrise Mission. Skiba stated that many of the residents of the mission eat at St. Bernard's soup kitchen and St. Bernard does have AA meetings.

John Ritter, stated that unfortunately he works for a company that is undesirable to most. Ritter further stated that some of the nicest people he has met have come through the mission. The Sunrise Mission is the last stop before the streets. People staying at the mission have to be in before 10 o'clock, the doors are locked, and you can't come in if you are high or drunk. We do not get any extra funding for taking people that have been paroled or on probation. We get the standard \$12 a night per person from the state. We don't have a bus and we do not pay people to bring them to Alpena. In December there was a news article that stated that there aren't any more calls to the mission than any other place in the City and that the Sheriff is happy that the mission is there.

COMMISSIONER'S DISCUSSION AND ACTION:

Hunter asked Ritter how well the Sunrise Mission Board investigated the possibility of an off-site location versus what is before the Commission tonight. Ritter stated some of that has been talked about. It just comes back to that we have just got a really good central location. All these people with no cars can walk and take care of their business. If you go back behind the Mission and look and the playground gets taken in and the white barn is taken down then there is a ton of room back there. Hunter asked if the property is ever sold what would be some potential future uses for that property. Ritter stated he can't see into the future, but they would have to go through zoning and planning just as we are doing right now. Gilmet stated the proposed addition will be zoned assembly use. If that is built and granted and you take the Mission off the building and then it gets sold, it could be a restaurant. Not necessarily will it have to come back before the Commission, it will depend on usage. VanWagoner stated the building as it sits right now at 622 W. Chisholm there was an addition put on, did they have to get a variance to put that addition on last time? Gilmet stated they came before the Commission for that. VanWagoner further stated without the proposed addition that lot at 622 probably wouldn't be in compliance with the minimum use of space if that were sold all by itself. There is too much building on the lot as it is right now, correct? Gilmet stated that is correct. Mitchell stated that there is approximately a 6-7 foot section that goes on to the 616 W. Chisholm property. Gilmet stated it is. Mitchell stated if they wish to do this then why don't they merge the properties, otherwise if something happens and that's sold then whoever owns the 616 property could say they need to tear the building down because it is on their property. Lewis stated that you always have individual lots even if they merge them, but only one tax bill. They wouldn't be able to sell the building in the middle because it would have an encroachment as is. Once they build the building over the property line then the two lots are going to be tied together unless they would do some kind of lot split, which could be denied by staff because it wouldn't meet the criteria of a lot split. Hunter wanted to make it clear that what we are being presented is that they are short 17 parking spaces even though most of these people have no vehicles. Poll stated if we said that none of the residents or guests of the Mission had cars, you made room for two staff, and you had room for the parking requirements

for 608 and the activity center this is where the count of 42 parking spaces came from. Hunter stated if they wanted to use that new building for other groups that might want to meet there, then they are still short 17 parking spaces. Hunter asked if Ritter would be interested in a limitation where outside groups could not use the facility. Ritter asked if this would include alumni. I don't think we have anybody, except volunteers that come in, that aren't in some way connected with the Mission. Hunter asked if the Board discussed having revenue from renting the space. Ritter stated this is not a place that will be rented out. It will be for in-house use only. Lewis asked if there were any options to make the addition smaller than what it is so you would meet the rear yard setback. Ritter stated the current plan is quite a bit smaller when we first started. When the board looked at the layout and what we originally looked at was going to fit on the lot and it got paired down to 60 feet. It just looked like the right size having a kitchen, two bathrooms, storage area, utility area, and common area big enough for what we thought our needs would be on a given holiday.

Motion made by Mitchell, seconded by Hunter, to deny the request for a Special Land Use Permit for the construction of the proposed 34' x 60' activity center due to the lack of parking spaces.

Yays: VanWagoner, Boboltz, Lewis, Hunter, Gilmore, Heraghty, Mitchell

Nays: None

Absent: Dort, Sabourin

Motion passed by a 7-0 vote.

BUSINESS:

Brownfield Representative:

Poll stated that it is required for the Planning Commission to appoint a member to the Authority for Brownfield Redevelopment. That member, for some time, has been Mike Glowinski who has moved outside of the City limits. At the City Manager's request, Glowinski is willing to serve as long as the Planning Commission agrees.

Motion made by VanWagoner, seconded by Heraghty, to reappoint Mike Glowinski to the Authority for Brownfield Redevelopment.

Yays: Boboltz, Lewis, Hunter, Gilmore, Heraghty, Mitchell, VanWagoner

Nays: None

Absent: Dort, Sabourin

Motion passed by a 7-0 vote.

COMMUNICATIONS:

None.

REPORTS:

1. Update on Planning and Development Projects

Will be meeting with the MEDC on Monday regarding the Alpena Furniture building.

Austin Bros. Brewery

Austin Bros. Brewery is getting ready to pull permits and ordering equipment. The brewery will be opening late May or early June.

Holiday inn Express

Foundation work will begin on the Holiday Inn Express in the near future. Holiday Inn Express wants to be open by October-November 2015.

2. Redevelopment Ready Community Program

Poll did submit the checklist and it is being evaluated. Part of the program is an economic feasibility assessment for vacant buildings within our downtown so representatives from U of M will be coming up to look at some buildings within the City.

3. Recreation Plan Update

Poll stated that the Commissioners who have volunteered to sit on the subcommittee to review the Recreation Plan will need to meet in the near future with the Recreation Advisory Board to start updating the Recreation Plan.

4. ZBA Update

Poll stated that the Commission is aware of the case regarding the Sunrise Mission. There are no new cases for the month of March.

CALL TO PUBLIC:

None.

MEMBERS' COMMENTS:

Boboltz stated that there was a question at the last meeting regarding the gentleman that owns the former Federal Building. I know the Commission did give permission for him to reside in there for some period of time. The issue is that there are times when we as a Planning Commission set some kind of time limit on something that we have the authority to do so with some party. We don't always remember to follow-up. We should be keeping some kind of actual listing showing what was approved and the time line so we don't forget to go back to it. Boboltz stated several years ago a site plan came before us for Beaver's Radiator on Ripley Boulevard and there was a portion of the site that was gravel and the requirement was that it needed to be paved and the stipulation is that it had to be done within a period of time and it has never been paved. Poll stated he could look into it and find out why it was never done. Hunter asked if we are allowed to require bonding if they shall not fulfill something within a certain amount of days or weeks. Poll stated he will look into that and check with the City Attorney.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:40 p.m. by Vice-Chair Boboltz.

Wayne Lewis, Secretary