

ALPENA TOWNSHIP PLANNING COMMISSION

MINUTES - Regular Meeting

Monday, March 12, 2018

MEETING COMMENCED: 7:00 PM

PLEDGE OF ALLEGIANCE

THOSE PRESENT

Secretary Lisa Brendle, Larry Dehring, Chairperson Tom Hilberg, Chuck LeFebvre, Norm Poli, and Ann Marie Rich

ABSENT

Vice-chairperson Fred Sterns

OTHERS PRESENT

Susan Skibbe - 130 Channel Rd #2

Dustin Crittenden - 181 N Industrial Hwy

Nathan Skibbe - Township Supervisor

Brock Johnson - 181 N Industrial Hwy

Tammy Thomson - 2448 Diamond Dr

ADOPTION OF AGENDA

A. Rich made a **motion** to adopt the agenda, **supported** by L. Dehring. *Motion passed.*

PUBLIC MEETING PARTICIPATION RULES

APPROVAL OF MINUTES

N. Poli made a **motion** to approve the February 12, 2018 minutes with the addition of the word *proposed* in front of "Pettalia Memorial Park", **supported** by C. LeFebvre. *Motion passed.*

PUBLIC COMMENT

Dustin Crittenden with Oak City Contracting inquired about rezoning a 7 acre parcel on Hamilton Road from R-3 (Mixed Residential) to I-1 (Light Industrial) for the purpose of laying down machinery. N. Skibbe pointed out that the surrounding properties are zoned OS (Office Service) and R-3. He suggested reviewing the future land use.

CORRESPONDENCE

A. Report 01-18 – R. Deuell

NEW CASE

1. Case #P-01-18, McDonald's USA LLC, requested a SITE PLAN REVIEW for the addition of a side-by-side drive-thru. Property is located at 1424 M-32 West, Parcel No. 012-020-000-851-07 in a Community Business (B-3) zone district.

A public hearing was conducted. There were no persons in attendance to address the Planning Commission. Chairperson T. Hilberg reviewed the Finding of Fact report provided by Planning

Consultant, Rick Deuell. A copy of this report is included as part of the Planning Commission's file for this case.

Following the public hearing, a **motion** was made by N. Poli and **supported** by L. Dehring to adopt the following Findings of Fact from Rick Deuell's Findings of Fact Report: Section A of the Report ("Request"); Section B of the Report ("Parcel Information"); Section C of the Report ("Applicant Information"). **Roll call vote:** *L. Brendle-aye; L. Dehring-aye; T. Hilberg-aye; C. LeFebvre-aye; N. Poli-aye; A. Rich-aye; and F. Sterns-absent.* **Motion passed.**

C. LeFebvre then made a **motion** to approve the Site Plan Review for Case #P-01-18 based on the above-noted fact findings and the following conditions, **supported** by N. Poli.

- a. Boundary, dimensions and legal description of property needs to be included in the Site Plan.
- b. Information of the Proposed Structures for the existing and proposed topographic contours or spot elevations needs to be included in the Site Plan.
- c. Applicant needs to provide documentation from Home Depot stating their concurrence in the sidewalk modifications and a copy of the permit from MDOT authorizing those sidewalk modifications to the Township.

Roll call vote: *L. Brendle-aye; L. Dehring-aye; T. Hilberg-aye; C. LeFebvre-aye; N. Poli-aye; A. Rich-aye; and F. Sterns-absent.* **Motion passed.**

WORKSHOP – Update Zoning Ordinance

The Commission will contact Denise Cline, NEMCOG, regarding her availability for the next Workshop Meeting. Suggested dates and time for the Workshop are April 10, 16 or 17, 2018 at 6:00 p.m.

DISCUSSION

The Commission would like to revise the Site Plan Request form by adding a line for the applicant to print their name below their signature.

NEXT MEETING - April 9, 2018

ADJOURNMENT - Meeting adjourned by Chairperson Hilberg at 8:20 p.m.

Respectfully submitted,

Lisa Brendle
Secretary
/ldt