

# CHARTER TOWNSHIP OF ALPENA PLANNING COMMISSION

## MINUTES – Regular Meeting

Monday, March 14, 2022

**MEETING COMMENCED:** 7:00 PM  
**PLEDGE OF ALLEGIANCE**

### **THOSE PRESENT**

Corey Code, Larry Dehring, Chairperson Tom Hilberg, Delynn Pauly, Norm, Poli, Vice-chairperson Michelle Woodruff

### **ABSENT**

Matt Radocy

### **OTHERS PRESENT**

Nathan Skibbe – township supervisor  
Lynn Daoust – acting secretary  
Kevin Pauly – township building official

## **PUBLIC MEETING PARTICIPATION RULES**

### **ADOPTION OF AGENDA**

L. Dehring made a **motion** to adopt the agenda, **supported** by N. Poli. *Motion passed unanimously.*

### **APPROVAL OF MINUTES**

M. Woodruff made a **motion** to approve the February 14, 2022 minutes, supported by L. Dehring. *Motion passed unanimously.*

### **PUBLIC COMMENT**

None

### **CORRESPONDENCE**

- a. Report #02-2022 – R. Deuell
- b. Alpena County Planning Commission - Letter

### **NEW BUSINESS**

1. Case #P-02-22, Alpena Retail North, LLC requested a Site Plan Review for a commercial development consisting of a retail store. Property is located at 1040 S Bagley Street, Parcel No. 012-029-000-016-05 in a Community Business (B-3) zone district.

**DISCUSSION:**

Vladimir with DA Contracting, developer Mike Curtis and engineer Chris Genkovich were available via Zoom to represent the case. Chris addressed each concern listed in Rick Deuell's Findings of Fact report. Item 2. c. Pedestrian Circulation – Chris explained that because there is no existing sidewalk to connect with, it was not applicable. Item 7. Snow Storage - they will utilize the detention basin, lawn area and three parking spaces farthest from the entrance for snow storage. H. Section 325 Parking & Circulation – Chris explained there is only 15,656 square feet of usable area, reducing required parking spaces to 104. Applicant is requesting a reduction of four (4) spaces to 100. They will make up (3) of the parking spaces with 30 bicycle parking spaces which leaves them short by one (1) space. T. Hilberg suggested that they add ten (10) more bicycle parking spaces or one (1) additional parking space in the NW corner which would conform to the zoning ordinance. Item I. Parking Lot Landscaping – Chris explained that it is not feasible to maintain a landscaped setback of 10' and still retain the required parking spaces. However, a 10' green belt between the parking lot and service drive would be maintained. Additionally, the interior landscaping requirements of 10% could be met by placing six (6) interior islands and seven (7) peninsula islands.

Chairman Hilberg read Rick Deuell's Findings of Fact Report, reviewing each standard. M. Woodruff made a **motion** to adopt and approve Rick Deuell's finds to the applicable zoning ordinance standards in his report, **supported** by L. Dehring. ***Motion passed unanimously.***

A **motion** was made by M. Woodruff and **supported** by C. Code to approve the Site Plan Review for Case #P-02-22 with the condition that either one (1) parking spot or one (1) bike rack be added to the site plan. ***Roll call vote: C. Code-aye; L. Dehring-aye; T. Hilberg-aye; D. Pauly-aye; N. Poli-aye; M. Radocy-absent; and M. Woodruff-aye. Motion passed unanimously.***

**DISCUSSION**

M. Woodruff asked for clarification regarding the Alpena County Planning Commission's letter. T. Hilberg explained that the county does not have an active role in decisions to the township zoning ordinance but is given the opportunity to express their opinion out of courtesy. The Board of Trustees makes final decisions regarding zoning ordinance amendments.

Lynn Daoust asked the members if they preferred a 6:00 p.m. or a 7:00 p.m. meeting time with majority agreeing on 6:00 p.m.

**NEXT MEETING** – April 11, 2022 at 6:00 p.m.

**ADJOURNMENT** – Meeting adjourned by Chairperson Hilberg at 7:45 p.m.

Respectfully submitted,

Lynn Daoust  
Acting Secretary