

**CHARTER TOWNSHIP OF ALPENA  
PLANNING COMMISSION**

**MINUTES – Public Hearing**

**Monday, April 10, 2023**

**MEETING COMMENCED: 6:03 PM**

**PLEDGE OF ALLEGIANCE**

**THOSE PRESENT**

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

**ABSENT**

John Stender

**OTHERS PRESENT**

Dan Nowak

Jim Nowak

Julie Nowak

Curt Dubie

Andrea Dutcher

Kevin Pauly – Township Building Official

**ADOPTION OF AGENDA**

L. Dehring made a **motion** to adopt the agenda, **supported** by Vice-chairperson Woodruff. *Motion passed unanimously by voice vote.*

**APPROVAL OF MINUTES**

Vice-chairperson Woodruff made a **motion** to approve the January 20, 2023 minutes, **supported** by D. Pauly. *Motion passed unanimously by voice vote.*

**PUBLIC COMMENT**

None.

**CORRESPONDENCE**

a. Report #01-23 & Report #02-23 – R. Deuell

N. Poli made a **motion** to receive and file all correspondence, **supported** by Vice-chairperson Woodruff. *Motion passed unanimously by voice vote.*

**PUBLIC HEARING**

1. Case #P-01-23, James & Julie Nowak, requested a SPECIAL APPROVAL USE for an accessory building exceeding 200% of the main building ground floor area. Property is located at 108 Woodland Drive, Parcel No. 018-165-000-008-01 in a Single Residential (R-1) zone district.

N. Poli made a **motion** to open the Public Hearing, **supported** by L. Dehring. *Motion passed unanimously by voice vote.*

James & Dan Nowak were present and explained that they want to construct a 42' x 64' pole building. Kevin Pauly stated that the building will help clean-up the yard of trailers and miscellaneous items and bring them into compliance. N. Poli asked if this pole building would exceed the size of the residence by 200% and Kevin clarified that this building and the other outbuilding together exceeded the residence by 200%. Chairperson Hilberg added that Rick Deuell stated in his Findings of Facts report that all standards had been met.

N. Poli made a **motion** to close the Public Hearing, **supported** by L. Dehring. ***Motion passed unanimously by voice vote.***

A **motion** was made by N. Poli to approve the Special Land Use for the construction of an accessory building located at 8660 Gutchess Road, Parcel No. 018-145-000-065-00 based on the Findings of Facts contained in Report #01-23, **supported** by D. Pauly.

***Roll call vote:*** C. Code-aye; L. Dehring-aye; T. Hilberg-aye; D. Pauly-aye; N. Poli-aye; J. Stender-absent; and M. Woodruff-aye. ***Motion passed unanimously.***

2. Case #P-02-23, Curt Dubie, requested a SPECIAL APPROVAL USE for an accessory dwelling unit/guest house. Property is located at 9661 W. Long Lake Road, Parcel No. 018-195-000-114-00 in a Waterfront Residential (WR) zone district.

Vice-chairperson Woodruff made a **motion** to open the Public Hearing, **supported** by L. Dehring. ***Motion passed unanimously by voice vote.***

Curt Dubie was present to address the case. Chairperson Hilberg confirmed with Curt that the cottage near the lake would remain a guest house and the other would be converted to a shed. The new home will have a new drain field but will use the existing well. Chairperson Hilberg added that Rick Deuell stated in his Findings of Fact report that all standards had been met.

Vice-chairperson Woodruff made a **motion** to close the Public Hearing, **supported** by N. Poli. ***Motion passed unanimously by voice vote.***

A **motion** was made by N. Poli to approve the Special Land Use for an accessory dwelling unit/guest house located at 9661 W. Long Lake Road, Parcel No. 018-195-000-114-00 based on the Findings of Facts contained in Report #02-23, **supported** by L. Dehring.

***Roll call vote:*** C. Code-aye; L. Dehring-aye; T. Hilberg-aye; D. Pauly-aye; N. Poli-aye; J. Stender-absent; and M. Woodruff-aye. ***Motion passed unanimously.***

#### **DISCUSSION – Master Plan/Recreation Plan – Denise Cline of NEMCOG**

Denise acknowledged that the township will have good representation for the bus tour to the wind and solar plants later this month.

Denise focused on the recreation plan first which will be a collaboration with Wilson Twp, Green Twp, Ossineke Twp and Alpena County. She suggested a sub-committee to simplify the process which Vice-chairperson Woodruff and Chairperson Hilberg volunteered for. There needs to be two forms of public input and she suggested a survey and then a public hearing. She will try to organize a meeting in early May with the other townships and county to decide what should be on the survey. In the meantime, she suggested reviewing the rec plan and where improvements need to be made and reasons for those actions. Also, members need to visit the recreation facilities and do a barrier-free assessment on each one. Every time the rec plan is updated, this should be done.

Although both the recreation and master plan need to be completed this year, only the rec plan has a deadline which must be met in order to be eligible for DNR grant money. Denise recommended working on a survey for the rec plan first, especially since it is a collaboration with other townships. Once the rec plan survey has been completed, the commission will move on to the master plan survey this summer which will minimize confusion with the residents.

Denise mentioned that a sub-committee for the master plan could also be formed, made up of various citizens and board members but the commission felt it was not necessary and would convey information to the board members and look for input as needed. The commission will work on the background chapters of the plan until the survey is ready sometime late June. Denise will attend in person when the commission reviews goals, objectives, action items and future land use.

**NEXT MEETING** – May 8, 2023 at 6:00 p.m.

**ADJOURNMENT** – Vice-chairperson Woodruff made a motion to adjourn, supported by N. Poli. Meeting adjourned by Chairperson Hilberg at 6:37 p.m.

Respectfully submitted,

Lynn Daoust  
Acting Secretary