

# **City of Alma**



## **Planning and Zoning**





## 2019 Planning Commission Year End Summary Report

### Final as of December 31, 2019

Total Planning Commission Meetings: 12

Site Plan Reviews: 9

Total Public Hearings: 15

Total Zoning Ordinance Amendments/Rezoning Requests: 4

Total Special Use Requests: 7

Total Variance Requests: 3

Total Conditional Rezoning Requests: 4

Total Planning Commission Zoning/Planning Discussions: 11

### Planning Commission Activity Each Month 2019

#### January 7, 2019

- **Public Hearing for Special Use Permit:** 313 N State eight (8) residential units on the second floor was approved for Gemini Capital Management, LLC.
- **Public Hearing for a Conditional Use:** 313 N State to allow Gemini Capital Management, LLC one (1) first floor apartment on in the annex building located on the north/south alley from Center Street. A motion to recommend the conditional rezoning to the City Commission was approved.
- **Public Hearing to Rezone Property:** 211 Woodworth Avenue from B2, General Business to LI, Limited Industrial; which would allow for a Medical Marihuana Grow Facility. The rezoning request was denied.

#### February 4, 2019

- **Public Hearing for Special Use Permit:** 1755 Wright Avenue three locations for outdoors sales in front of proposed Tractor Supply Company store. The store will use one third of the building (south portion of the building). Special Use was approved for FIDC 84LLC, a Cocca Development Ltd.

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- **Public Hearing for a Conditional Use:** 601 Woodworth Avenue & 119 Hastings to conditionally allow the former church at 601 Woodworth to be used as an office under the OS, Office Services definition with the conditions outlined, and to use 119 as OS, office services for a parking area as conditions outlined within the conditional rezoning agreement. A motion to recommend the conditional rezoning to the City Commission was approved.
- **Request to set a Public Hearing:** 534 N State Street, Former First Baptist Church, to review a request to conditional rezone the property to R3, Multiple Family to construct 7 residential units with conditions outlined, which would be included in a conditional rezoning agreement.
- **Appoint of the Officers:** Don Ayers - Chair, Brian Kulling - Vice Chair, & Jessica Gilkins - Secretary for the 2019 Planning Commission year.

March 4, 2019

- **Public Hearing for a Conditional Use:** 534 N State Street to conditionally allow the former church at 534 N State to be used for 7 residential units under the R3, Multi-Family Residential definition with the conditions outlined within the conditional rezoning agreement. A motion to recommend the conditional rezoning to the City Commission was approved.
- **Site Plan Review:** 903 Michigan Avenue, Avalon & Tahoe Manufacturing site plan was approved for a new dealer meeting room and a production expansion, both totaling 17,000 sq. ft.
- **Planning Commission Review of Zoning Map:** Staff review of a zoning verification for a MMFA application in the Alma North Industrial Park revealed more than half of the industrial park could not be used for MMFA business, with three parcels zoned R1, Single Family Residential within 300' of the Industrial park. The MMF ordinance encourages the use of the industrial parks for MMF. A review of rezoning these parcels was to be considered with the property owners.

March 19, 2019 (Meeting held at Alma Middle School)

- A joint meeting with the Alma City Commission and the Alma Public School Board to consider zoning options for the former middle school property. Mr. Don Wortman of Carlisle/Wortman & Associates gave a presentation on: Land use and zoning options, types of development, and possible changes to the ordinance.

April 1, 2019

- **Zoning Discussion Middle School Property:** Planning Commission reviewed the presentation provided by Carlisle/Wortman & Associates and the recommendations, resulting from the joint Alma City Commission and Alma School Board meeting on March 19, 2019. The consensus seemed to favor a Planned Unit Development for the property. This process maybe a good fit for the City owned property off of Bridge Street. Mr. Wortman provided a letter with recommendations to the planning commission for possible amendments to the PUD Ordinance.

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- **Update Alma Planning Commission By-Laws:** Planning Commission reviewed draft amendments, final draft will be ready for Planning Commission approval at the May 2019 meeting.

May 6, 2019

- **Public Hearing Special Use Permit:** 716 Bridge Avenue, a request from Linda Liphard to go from a licensed Family Day Care Home (1-6 kids) to a licensed Group Day Care Home (7-12 kids). The license is issued by the State of Michigan. The special use was approved.
- **Public Hearing Special Use Permit:** 6585 N Jerome Road, a request from Maverick Environmental Equipment to operate a Class A-B New and Used Vehicle Dealer license. The special use was approved, and the future hard surface parking was approved.
- **Site Plan Review:** 1321 Pine Avenue, Alma Optics site plan to expand the parking lot from 22 to 49 parking spaces was approved. Before project was constructed, the proposed parking lot lights were removed, the parking lot on site remained in place.
- **Site Plan Review:** 903 Michigan Avenue - Avalon & Tahoe Manufacturing site plan was approved to construct a new Maintenance Building east of Production Building B totaling 1,728 sq. ft.
- **Updated Alma Planning Commission Bylaws:** The recommended bylaw updates were approved and recommended to the Alma City Commission for final approval.
- **Request to set a Public Hearing:** Consideration of rezoning the four R-1, Single Family Residential parcels around the north industrial park to R-3, Multi-Family Residential 29-51-352-003-00, 29-51-352-766-00, 29-51-352-004-00, & 29-51-352-001-00.
- **PUD Ordinance Revisions:** The Planning Commission reviewed a correspondence from Don Wortman outlining possible amendments to the PUD ordinance to allow for increased density with new standards for architectural quality and landscape design.

June 3, 2019

- **Public Hearing Zoning Map Amendment:** The City of Alma proposed rezoning parcels 29-51-352-001-00 and Parcel 29-51-352-004-00 (1959 Michigan Ave.) and partial rezoning parcels 29-51-353-766-00 (1965 Michigan Ave.), and 29-51-352-003-00 (2025 Michigan Ave.) from R1, Single Family to R-3 Multi-Family Residential, to allow more opportunities for development of these parcels and the industrial park, R3, Multiple Family provides better transitional zoning. The rezoning proposal was approved and recommended to the City Commission.
- **Table Public Hearing for PUD Ordinance amendments:** The public hearing will be heard on for July 1, 2019 at 5:30 p.m.
- **Site Plan Review:** 525 N State Street – Child Advocacy of Gratiot County site plan was approved to construct a new 13,860 sq. ft. commercial office building for use by CAGC. The plan included a shared parking area with Wilcox Non-Profit Center, lighting, and landscape plan.

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July 1, 2019

- **Site Plan Review:** 528 Warwick Drive – DNVK Lapeer, Inc. site plan was approved with staff comments to construct a new 2,268 sq. ft. commercial building for a MMF provisioning center.

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- **Public Hearing for PUD Ordinance Amendments:** The amendments provide the opportunity for a development to have additional density than currently allowed. By providing the opportunity for increased density, amendments have also been made to the standards for architecture quality and the landscape design. The amendments were approved and recommended to the City Commission for approval.
- **Residential Parking Presentation:** Code Enforcement Official Aaron Hale gave a presentation on the current status of residential parking, and some recommendations to bring enforcement policy and the off-street residential parking ordinance together, so they are consistent.

August 5, 2019

- **Table Public Hearing for Special Use Permit:** Table rooming house request for 422 Hannah Avenue for September 9, 2019. The request was tabled; all required information was not received. Letters were sent to the property owner informing them of the new date and time.
- **Public Hearing for Special Use Permit:** 408 Woodworth Avenue, Special Use approved to Re-Locate Night Owl Tattoo a Tattoo/Body Art facility to this location.
- **Public Hearing for Conditional Rezoning:** 303 Valley Avenue to allow the owner Ricky Campbell to use a portion of the building as a Commercial Dog Grooming facility/Non-Profit Animal Rescue. A motion to recommend the conditional rezoning to the City Commission was approved.
- **Residential Parking Draft Ordinance Amendments:** Staff discussed with Planning Commission the presentation the Code Enforcement Official gave at the July 2019 meeting. Details were discussed on minimum depths of materials, and how to gain compliance across the community.

September 9, 2019

- **Public Hearing for Special Use Permit:** Opened tabled item from August 5, 2019 for 422 Hannah Avenue to operate a rooming house. Public Hearing was closed, additional information was requested by the Planning Commission from the requesting party before a decision was made. Item tabled to the October 7, 2019 meeting.
- **Public Hearing for Special Use Permit:** 901 N. State Street, Special Use request from Nichole Demoray to operate a Group Day Care (7-12 kids), special use approved.

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- **Site Plan Review:** 211 W Center Street- Gratiot Community Credit Union was approved to remodel the existing office, remove the drive-thru canopy, construct an 882 sq. ft. addition to the branch and a new expanded parking lot.
- **Residential Parking Draft Ordinance Amendments:** The suggested ordinance amendments were provided to the City Commission, staff requests setting a public hearing on the draft amendments. Public Hearing set for October 7, 2019.
- **Ground Floor Residential Information:** Staff provided information gathered from the MEDC on best practices and sample ordinances from three communities in Michigan allowing for ground floor residential in the downtown commercial district.

October 7, 2019

- **Public Hearing for Special Use Permit:** Opened tabled item from September 9, 2019 for 422 Hannah Avenue to operate a rooming house. The information the Planning Commission requested from the September 9, 2019 meeting was not provided. The discussion was closed on the tabled item and the special use permit was denied.
- **Site Plan Review:** 903 Michigan Avenue - Avalon & Tahoe Manufacturing site plan was approved to construct an expansion of Production Building A totaling 16,333 sq. ft.
- **Public Hearing for Off Street Parking Ordinance Amendments:** The amendments provide more specific standards for residential off-street parking. The amendments were approved and recommended to the City Commission for approval.
- **Ground Floor Residential Discussion:** The planning commissions discussion the merits of allowing for residential uses on the ground floors of commercial building in the Central Business District. Five communities were part of the discussion, a site visit to a community was discussed, and gaining more knowledge before opening up the use as a permitted or special use.

November 4, 2019

- **Site Plan Review:** 1200 Wright Avenue, Michigan Masonic Home site plan was approved to demo three wings A, B, C and the parking area, this would be replaced by a new two story 16,070 sq. ft. commercial building and new parking area.

December 2, 2019

- **Site Plan Review:** 525 N State Street, Child Advocacy of Gratiot County updated site plan was approved for a new 13,860 sq. ft. commercial office building, to house the services of Child Advocacy. Changes included: location of the building, parking area, lighting, drainage, and location of utilities.
- **Review of PUD Ordinance Process:** The Planning Commission will be receiving a project using the PUD process. To prepare the Planning Commission went through the steps outlined in the ordinance for a PUD development.

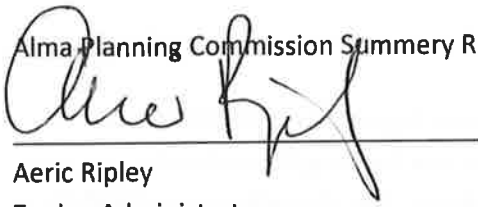
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- **Request to set a Public Hearing:** 270 Purdy Drive, Former Community Baptist Church, to review a request to conditional rezone the property to CI, Campus Institutional to relocate the Child Care Center (Eight Cap Program) from the Alma College Campus and to offer education opportunities for students with conditions outlined, which would be included in a conditional rezoning agreement.
- **Request to set a Public Hearing:** 313 N State Street, request for a special use permit for a nine (9) room hotel on the ground floor.

Alma Planning Commission Summary Report 2019



Aeric Ripley  
Zoning Administrator

12/31/2019

Date





# CITY OF ALMA, MICHIGAN

525 E. Superior, Alma, MI 48801-0278  
www.ci.alma.mi.us

Code Enforcement  
989-463-9508

Fax  
989-463-5574

December 18, 2019

Don Ayers  
President, City of Alma Planning Commission  
525 E Superior St  
ALMA, MI 48801

Re: Alma College Group Housing Special Use Permit

Dear City of Alma Planning Commission:

This letter is to certify that all group housing facilities owned by Alma College and registered with the City of Alma have undergone a housing inspection process for the 2019 calendar year. All properties either passed inspection on the first visit or corrected requested deficiencies and passed a follow-up inspection. The inspection standard used is the Michigan Building Code 2017 and the International Fire Code 2017.

The following units were inspected during the 2019 calendar year, met the city's inspection standard and are recommended for a continuation of their special use permit:

517 W Center, Phi Mu Alpha	313 Philadelphia, Tau Kappa Epsilon	817 W Superior, Kappa Iota
327 Grant, Zeta Sigma	312 Harvard, Phi Sigma Sigma	525 W Superior, Model UN
715 W Center, International House	707 W Center, Theta Chi	701 W Center, MacCurdy House
801 W Superior, Alumni House	603 W Center, Delta Gamma Tau	526 W Center, Sigma Chi
517 W Center, Alpha Phi Mu	819 W Superior, Alpha Gamma Delta	815 W Superior, Alpha Xi Delta
807 W Center, Gamma Phi Beta	101 E Center, Opera Block Housing	

Each group housing property within the city must undergo an annual inspection and meet the minimum code requirements for the renewal of their special use permit.

If you have any questions, please feel free to contact me via phone at (989) 463-9508 or via e-mail at [ahale@ci.alma.mi.us](mailto:ahale@ci.alma.mi.us).

Sincerely,

**Aaron K. Hale**  
Code Enforcement Official





## Year End Summary for Economic Development & Inspection Services

### **Development**

#### Milestones Downtown

- Completion of the Wright Opera Block (101-13 E Superior) – 40 students in the second and third floor of the Wright Opera House, and Lancashire Building.
- Completion of 4 new second story apartment units - 111 W Superior, Treasures Building

Building Permits: 86

Zoning Permits: 22

Sign Permits: 16

Alma New Businesses: 15

City Involved Community Activities: 9

### **Inspections**

Rental Housing: 1,502

Fire Inspections: 28

Building Inspections: 108

### **Gratiot Community Airport**

Underdrain completed for the east approach & parallel taxiway.

Tree Removal Project underway and scheduled to be completed in May 2020.

