

**City of Alma
Planning Commission Minutes
February 7, 2022**

Chairperson Heather Therrien called a regular meeting of the Alma Planning Commission to order at 6:00 p.m. on February 7, 2022, at the Alma Municipal Building. A quorum of the Planning Commission was present for the entire meeting.

Present: Andrew Bare, Sonia Gibson, Jessica Gilkins, Greg Mapes, Michelle Pitts, Ellen Richter, and Heather Therrien.

Absent: David Justin (arrived after roll call).

Others present: Aeris Ripley-Interim City Manager/Zoning Administrator, Mike Karr-Code Enforcement, Ryan Smith-Gemini Capital Management.

Chairperson Therrien led those present in the Pledge of Allegiance to the United States.

Commission Member David Justin arrived during the Pledge at 6:01 p.m.

Election of Officers

Motion by Mapes, seconded by Pitts, to nominate Heather Therrien Chairperson, Ellen Richter Vice-Chairperson, and Jessica Gilkins Secretary. Motion carried.

Yes: Bare, Gibson, Gilkins, Justin, Mapes, Pitts, Richter, and Therrien.

No: none.

Motion by Justin, seconded by Bare, to receive the resignation of Member Jim Wheeler effective January 1, 2022. Motion carried.

Yes: Bare, Gibson, Gilkins, Justin, Mapes, Pitts, Richter, and Therrien.

No: none.

Approval of Minutes

Motion by Justin, seconded by Richter, to approve the minutes of December 6, 2021, as presented. Motion carried.

Yes: Bare, Gibson, Gilkins, Justin, Mapes, Pitts, Richter, and Therrien.

No: none.

Site Plan Review 200 W Center

Ryan Smith was present to represent 200 W Center LLC regarding the site plan review for 200 W. Center St. Smith explained plans for the site, including replacement of the current parking lot, demo and replacement of the current north side vestibule, new siding, and a new dumpster enclosure. There are no setback requirements. The new parking lot will include 14 new spaces and one ADA compliant space.

Justin asked about space behind the new dumpster enclosure. Smith indicated the space would be all grass and used for snow removed from the parking lot during winters.

Motion by Mapes, seconded by Pitts, to approve the site plan for 200 W. Center as submitted. Motion carried.

Yes: Bare, Gibson, Gilkins, Justin, Mapes, Pitts, Richter, and Therrien.

No: none.

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Review—Article IV. Special Uses

Ripley introduced Mike Karr, Code Enforcement Officer, and explained he had passed the certification test recently and would be the new fire inspector.

As part of a continuing review of procedures, Ripley reviewed Article IV. Special Uses 60-73 and 60-74. He spoke about special use permits and the allowance for revocation of a special use permit. He gave examples and mentioned the conditions and safeguards section may be an area for further review and consideration.

Karr explained there is currently a situation that appears to require revocation of a special use permit. Karr went on to explain the history of the property.

Discussion followed about revocation of the permits, environmental implications, potential clean-up of the property, and budgeting money for court costs and clean-up. Ripley will look into law firms that are familiar with cases like these.

Public Hearing

Motion by Justin, seconded by Pitts, to set a public hearing to review Bed & Breakfast Ordinance Amendments for Monday, March 7, 2022, at 6:00 p.m. Motion carried.

Yes: Bare, Gibson, Gilkins, Justin, Mapes, Pitts, Richter, and Therrien.

No: none.

Other Business

Invitation to Public

No public comments were offered.

Adjourn

Motion by Justin, seconded by Richter, to adjourn the meeting at 6:43 p.m. Motion carried.

Yes: Bare, Gibson, Gilkins, Justin, Mapes, Pitts, Richter, and Therrien.

No: none.

Sara Anderson, Alma City Clerk
Date of Approval: March 7, 2022