

**City of Alma  
Planning Commission Minutes  
November 2, 2020**

Ripley called the regular meeting of the Alma Planning Commission to order at 6:03 PM on September 14th, 2020 on the Zoom video conferencing platform.

Present: Pitts, Schooley, Richter, Wheeler, and Therrien

Absent: Ayers and Mapes

Others Present: Aeric Ripley, City of Alma Zoning Administrator  
Katherine Roslund, City Assessor

A motion was offered at 6:04 PM by Schooley and supported by Pitts to approve the minutes of the Regular Planning Commission meeting held on September 14, 2020.

Yes: Pitts, Schooley, Richter, Wheeler, and Therrien

No: None

**Pedal Trolley Ordinance Discussion – First Draft**

A presentation was given by Ripley:

Proposed ordinance is modeled after an ordinance in use for Frankenmuth, MI. Definitions outline what is considered to be a Pedal Trolley. Typical vehicle size is for six passengers. Trolley must be able to be powered by people and requires a backup motor as the vehicle must be capable of moving at all times. The modeled ordinance requires a license for permanent use or on a temporary basis. Permit application requires a definition of a proposed route the trolley will utilize. Ripley suggested limiting areas of the city for trolley use with input from public works and police department. Applications shall be reviewed by city staff with the recommendation made to city commission for approval. Licenses expire annually. All operators of trolley must be included in license application including a background check. Operator must submit a waste control plan. Operators must be 18 years of age or older. Operators must obey all traffic regulations and may not be under the influence of alcohol or controlled substances. Suggested hours of operations to be 8am to 11pm to mirror noise ordinance. Fees must be available for inspection requirements. Insurance requirements are hefty. Termination of insurance voids licenses. Passengers may consume alcohol, but no beverage may be transported in a glass container. Each pedal cart shall have a unique and visible vehicle identification number. Operator must document safety training of operation and submit with application. License may be suspended or revoked for noncompliance with ordinance. A fine schedule would be established as an intermediary measure prior to revocation. Number of licenses shall be limited to one per 5000 population. This would put our current limit at 2 licenses. Safeguards built in to license to address nuisance complaints for noise and disorderly behavior.

Wheeler commented that he has observed the operation of Pedal Trolley businesses in Traverse City and is supportive of the idea.

Ripley asked for input on the 8am-11pm operating allowance. Schooley and Wheeler agreed with this time allotment.

Ripley will present the draft to the city commission at their regular meeting on November 10, 2020.

Therrien suggested that marihuana be specifically listed in the prohibition of operating under the effects of alcohol or controlled substances. Ripley agreed to include this in the proposed language

Pitts inquired if Public Safety had been consulted and if there were any concerns with what is presented. Ripley confirmed that the draft language was sent to both Public Safety and Public Works and is awaiting their feedback.

Schooley commented that all other ordinances and laws apply while riding or operating the trolley.

Ripley commented that the ordinance could be later amended if necessary.

**City of Alma Master Plan** – The City of Alma Master Plan is good through 2021. How does the Planning Commission envision the development of the next plan?

A presentation was given by Ripley:

Citywide Master Plan – Single for Alma, the master plan would incorporate all the pieces of the in one plan. Each department would have their specific and detailed plan but after reading the Master Plan and individual would have a good snapshot where the community wants to go in the next five and ten years.

1. Land Use and Development
  - Goals
  - Economic and Development Policies
  
2. Infrastructure
  - Public Street Plan
    - Neighborhood and Major
    - Downtown
    - Parking Lots, Alleys, Trees
  - Water, Sanitary and Storm Water Plans
  
3. Parks for Active and Leisure/Passive Recreational Opportunities
  - Park and Recreation Plan up in 2021
  - Open Space
  - Non-Motorized pedestrian plan- 2% of all state funds for roads must be allocated to non-motorized travel.

Ripely proposed an individual master plan that coordinates well with the county-wide master plan to allow for greater detail and specialized goals.

Ripley proposed moving to focused work groups in each area of the plan as it develops.

Schooley comment that an Alma-focused plan would be beneficial as our development is at that point. When the plan is complete leadership will be important for implementation.

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Ripley commented that honest feedback from the community is important as we move through the process. It is important that this plan be more Alma-focused.

Therrien agrees this is a good time to take stock of the situation as so many developments and changes have occurred in recent years.

Wheeler suggested that if a consultant is hired it be coordinated with other entities in the county to share those costs. He stressed that coordination with neighboring municipalities is critical. Wheeler agreed that Alma's master plan should be expanded and the current 4 pages in the county wide plan is not sufficient.

Ripley agreed that coordination and the sharing of consulting resources would be beneficial.

A motion was offered by Wheeler and supported by Pitts adjourn the meeting at 6:48 PM.

Yes: Pitts, Schooley, Richter, Wheeler, and Therrien

No: None

Respectfully submitted,

A handwritten signature in cursive script that reads "Aaron K. Hale". The signature is written in black ink and is positioned above the printed name and title.

Aaron K. Hale

Planning Commission Recording Secretary