

**City of Alma
Planning Commission Minutes
September 14, 2020**

Commissioner Ayers called the regular meeting of the Alma Planning Commission to order at 6:01 PM on September 14th, 2020 on the Zoom video conferencing platform.

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

Absent: Kulling

Others Present: Aerie Ripley, City of Alma Zoning Administrator
Katherine Roslund, City Assessor
Ryan Smith, Gemini Capital Management LLC
Mary Anne Evans-Justin, Resident 305 Hastings

A motion was offered at 6:02 PM by Wheeler and supported by Mapes to receive correspondence from Brian Kulling resigning from the Planning Commission.

Yes: Ayers, Richter, Pitts, Schooley, Mapes, Wheeler, and Therrien
No: None

A motion was offered at 6:03 PM by Schooley and supported by Wheeler to approve the minutes of the Regular Planning Commission meeting held on July 6, 2020.

Yes: Ayers, Richter, Pitts, Schooley, Mapes, Wheeler, Kulling and Therrien
No: None

Review the Final PUD Plan 319 E Downie – The Final Plan Planned Unit Development Plan has been submitted by Gemini Capital Management IX, LLC for the property located at 319 E Downie Street (#29-51-344-577-00). The Procedure for Review requires a Pre-Application Conference, a Determination of PUD Eligibility, a neighborhood meeting, and the introduction of the Preliminary PUD Plan to the Planning Commission, and a public hearing to review the Preliminary PUD Plan. All these steps have been completed, the next step for the Planning Commission is to review the Final PUD Plan and make recommendation to the City Commission.

A presentation was given by Ripley.

The developer and architect have discussed the changes proposed in the July 6th meeting. The plan proposes East/West exit only drives with signage. Municipal utility connections were revised to allow for separate municipal building for each unit. Storm water collection will remain on site with underground retention. The new sanitary main will be private and located within the center of the property within the vacated alley of Block 5. The tree plan has been revised as requested by Mr. Ringle who also provided a list of all permits. The final plan shows the removal of the daycare building that was included in the preliminary plan. The items discussed from the standpoint of number of units, trash, parking, landscaping all stay the same with the removal of the daycare. Lot coverage with structures on the 3 acre lot reduced from 25% to 19%. Remaining in the plan are pedestrian energy efficiency factors. The plan shows interconnected sidewalks from all units to public sidewalks in addition to electric car charging stations and solar panels installed on the rooves of all units to assist

with energy costs. A letter was sent to all property owners within 500 feet to inform them that we were conducting a final review of the project today. The committee may take three possible actions: recommend to city commission for approval, approval with conditions or changes, postpone, or denial. Whatever action is taken, the city commission will review the presented plan. The developer has addressed the concerns presented on July 6. Ripley asked those in attendance for comments or questions.

Mapes commented that the developer did a nice job addressing everything and his patience for the process. Mapes is excited to see the project come to fruition.

Smith thanked him and commented that it has been a positive learning experience and he is pleased it is nearing its end.

Ayers agreed.

Evans-Justin commented that the sidewalk appears to be missing from the two "B" units on the plan adjacent to the management office connecting those units to the city sidewalk.

Smith replied that a sidewalk was added adjacent to the management office that connects to the B units and the city sidewalk. He added that it appears differently on the plan than the other sidewalks as it is a wider pedestrian thoroughfare.

A motion was offered at 6:12 PM by Pitts and supported by Therrien to recommend that the city commission approve the plan as presented.

Yes: Ayers, Richter, Pitts, Schooley, Mapes, Wheeler, Kulling and Therrien
No: None

Ripley commented that the plan will be reviewed at the October 13 City Commission Meeting.

Ayers and Smith thanked Ripley for his work on the project.

Mapes thanked Smith for his project submission.

Ayers requested suggestions for replacement candidates for Gilkins and Kulling's recent vacancies. Ripley suggested bringing a candidate in from the ZBA committee. Mapes suggested advertising for the position. Schooley agreed that this worked well the last time vacancies were needed. Ayers suggested contacting Linda Luneak for involvement.

Wheeler requested an update on the blight enforcement actions concerning ASAP Towing's Operations.

A report was given by Hale. It has been determined that ASAP Towing is not operating within the stipulations placed upon it by the Planning Commission when it granted special use permits

to operate as a towing/impound lot and used car dealer. A remediation plan has been presented to the property owner who agrees to make considerable improvements by October 1st. The city attorney has been consulted and a legal case has been prepared for abatement action. The legal opinion is that the property is operating as a Salvage Yard without permit or authorization. The attorney has also discussed remediation with the property owner resulting in the agreement to make improvements within a month.

Ayers commented that he was pleased action is taken place as this has been an ongoing issue for many years.

Mapes suggested a hard timeline be established with a clear plan of action in place should deviation from the plan occur. He suggested the property owner sign an agreement. He commented that it is time to take punitive action.

Wheeler suggested a Thanksgiving deadline. Mapes agreed that was more than generous.

Hale agreed that this would be done and that an Oct 1 deadline has already been established and action would be taken if that deadline was not met.

Wheeler commented that abatement of the property is important as it is a major route into our community.

Mapes commented that front yard parking in residential areas has also become more prevalent.

Hale commented that enforcement action taken regarding front yard parking takes place weekly within the city and that two civil infraction fines were issued last week to residents parking improperly on Pine Ave. One was a second offense including a fine of \$100.

Mapes inquired how much time had elapsed from the first violation until the second. To which, Hale replied 6 months, Mapes commented that it was surprising the resident did not learn more from the first experience.

Hale commented that the standard procedure of enforcement is to issue two warning notices before issuing tickets. The process resets if no violation has occurred for a year or more.

Mapes inquired if a list of offenders could be published for the rest of the community. Hale replied that a list could be compiled, and it is public information. Schooley suggested that if this is an action the city would like to take, it would be a good item for discussion at the next City Commission Meeting.

A motion was made by Wheeler and supported by Schooley to adjourn the regular meeting of the Planning Commission at 6:25 PM.

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

No: None

Zoom meeting logs show that Tom Marcellis, 504 Pine Ave, attempted to join the meeting at 6:27 PM after it had adjourned.

Respectfully submitted,

A handwritten signature in black ink that reads "Aaron K. Hale". The signature is written in a cursive, flowing style.

Aaron K. Hale
Planning Commission Recording Secretary