

**City of Alma
Planning Commission Minutes
December 6, 2021**

Chairperson Heather Therrien called a regular meeting of the Alma Planning Commission to order at 6:00 p.m. on December 6, 2021, at the Alma Municipal Building. A quorum of the Planning Commission was present for the entire meeting.

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

Absent: Jim Wheeler.

Others present: Aerick Ripley, Interim City Manager/Zoning Administrator

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

Approval of Minutes

Motion by Mapes, seconded by Pitts, to approve the minutes of November 1, 2021, as presented. Motion carried.

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

No: none.

Absent: Wheeler.

Public Hearing/Zoning Text Amendment

Motion by Justin, seconded by Gilkins, to open a public hearing at 6:01 p.m. regarding a proposed city ordinance text amendment to allow and regulate rear entrance ground floor residential units within the B1, Central Business District. Motion carried.

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

No: none.

Absent: Wheeler.

Aerick Ripley, Zoning Administrator, reviewed the proposed text amendment and explained the amendment would allow for ground floor residential units, provided other requirements are also met.

Mapes asked if the language was clear enough regarding exit doors.

Discussion followed about primary corridors and ground floor residential units facing public streets. Allowable square footage of units, the number of units per building, and potential future Air BnB issues were also discussed.

Pitts suggested reference to addresses rather than units. Additional discussion followed.

No members of the public offered comments.

Motion by Pitts, seconded by Mapes, to close the public hearing regarding a text amendment at 6:15 p.m. Motion carried.

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

No: none.

Absent: Wheeler.

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Motion by Mapes, seconded by Pitts, to recommend to the City Commission the following text amendment (noted in italics) to Section 60-60 (j) B-1 Central Business District (4) Special Uses (e) Residential Uses of the Alma Code of Ordinances:

- e. Residential uses, provided they are on the second or higher floor of a permitted use, *or not located in the front one half (50%) of the main or ground floor (corner parcels are considered to have two fronts adjacent to a public street).*

Motion carried.

**Yes: Bare, Gibson, Gilkins, Justin, Mapes, Pitts, Richter, and Therrien.
No: none.
Absent: Wheeler.**

Review—Bed & Breakfast Ordinance

Ripley explained that a request will be coming for a special use permit for a bed and breakfast. He reviewed special use requirements. Discussion followed about Sec. 60-77 (1) making B & B special use permits non-transferrable. Other ordinance requirements were reviewed and discussed including room size, length of stay, maintenance of a guest list, smoke and carbon monoxide detectors, signs, off street parking, and below grade guest rooms. Commission members agreed amendments may be needed for the current ordinance, including adding dates to the required guest list and possibly removing the non-transferrable requirement, and items covered by building code or the sign ordinance.

Other Business

The first meeting in 2022 would typically be January 10. Commission members agreed to change the date. The next meeting will be January 3, 2022 at 6:00 p.m.


Invitation to Public

No public comments were offered.

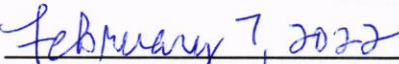
Adjourn

Motion by Justin, seconded by Bare, to adjourn the meeting at 6:41 p.m. Motion carried.

**Yes: Bare, Gibson, Gilkins, Justin, Mapes, Pitts, Richter, and Therrien.
No: none.
Absent: Wheeler.**



Sara Anderson, Alma City Clerk



Date of Approval