

MANISTEE CITY PLANNING COMMISSION

70 Maple Street
Manistee, MI 49660

MEETING MINUTES

February 5, 2009

A Meeting of the Manistee City Planning Commission was held on Thursday, February 5, 2009 at 7:00 p.m. in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 7:00 p.m. by Chairman Yoder

ROLL CALL:

Members Present: Linda Albee, Maureen Barry, Dave Crockett, Ray Fortier, Eric Gustad, Roger Yoder

Members Absent: Harlo Haines (excused), Tony Slawinski (excused), Taylor Roberts (Youth Observer), Vacancy,

Others: Donald Digna (Guardian Angels Parish), Tom & Evelyn Stege (714 Harbor Drive), Travis Alden (DDA/Main Street Director), Jon Rose (Community Development), Denise Blakeslee (Planning & Zoning) and Others

APPROVAL OF AGENDA:

MOTION by Ray Fortier, seconded by Linda Albee that the Agenda be approved as prepared.

With a roll call vote this motion passed 6 to 0.

Yes: Barry, Albee, Crockett, Gustad, Fortier, Yoder
No: None

APPROVAL OF MINUTES:

Planning Commission Meeting of January 8, 2009.

MOTION by Linda Albee, seconded by Ray Fortier that the minutes of the January 8, 2009 Planning Commission Meeting be approved with the correction that Dave Crockett seconded the approval of the December 4, 2008 meeting minutes.

With a roll call vote this motion passed 6 to 0.

Yes: Barry, Albee, Crockett, Gustad, Fortier, Yoder
No: None

PUBLIC HEARING:

Guardian Angels Parish - Special Use Permit

Guardian Angels Parish, 525 Michael Street for a Special Use Permit for Adaptive Reuse to include present uses for Parish, Education/Office/Activity Center, and Additional uses for Support of Ministries, Medical-Dental Office, Professional Office, Educational Facility, and Community Garden/Greenhouse.

Chairman Yoder opened the Public Hearing at 7:03 p.m.

Donald Digna, Guardian Angels Parish Center - Mr. Digna is the Business Manager for the Catholic Community of Manistee. The Guardian Angels Parish Center was originally used as a school. Currently the building is used for Sunday School and supports the parish with a full kitchen, banquet facility. They have three non-profit organizations that have asked to rent a portion of the facility. Manistee Family Advocates, Inc., (includes Love Inc. and Choices of Manistee County), Manistee Area Community Clinic (currently hours of operation are Tuesday evening with between 15-20 clients and offices to assist clients with medications), and Manistee-Benzie Mental Health (Help people with a job and teaches job skills - Plan for a Community garden and Green house).

All activities will be within the Parish Center with the exception of the Garden area that is in the vacant lot across the street that includes the possible construction of a green house as shown on the plan. The Parish Center provides Barrier Free Access and the building meets fire code requirements. The Catholic Community has other buildings in the area that may be looked at for other non-profits in the future.

Tom Stege Sr., 714 Harbor Drive - Mr. Stege asked what happens with the taxes and the Church's Tax Exempt Status. Will the tenants pay the church? Will the Church accrue any additional costs?

Donald Digna - The groups are working with the City Assessor regarding their tax status. The church will collect fees from the tenants to cover building maintenance and insurance.

Commissioner Albee - Will the Church be the landlord?

Donald Digna - Yes, they have consulted with the Assessor's office to see if the tenants are non-profit and meet the same requirements as the church.

Chairman Yoder - What will the hours of operation be for the clinic? Does the Greenhouse meet the requirements of the ordinance?

Donald Digna - The Clinic currently is opened Tuesday evening from 6-8p.m. The church has adequate parking with the lot across the street (100+ vehicles) and parking adjacent to the building.

Jon Rose - The Greenhouse would be an accessory use and is permitted under the ordinance.

Commissioner Gustad - What if a tenant leaves? Do they have to come back to the Planning Commission to change tenants?

Jon Rose - if the tenant is a Support of Ministries, Medical-Dental Office, Professional Office, Educational Facility, and Community Garden/Greenhouse they do not need to come back to the Planning Commission.

Commissioner Crockett - Does it matter if the tenant is a profit or non-profit?

Jon Rose - The Planning Commission only deals with the use of the property not if the tenant is a profit or non-profit.

Commissioner Crockett - Who is responsible for modifications to the building?

Donald Digna - Any necessary upgrades such as phone lines, internet changes to the building will be the responsibility of the tenant.

Evelyn Stege, 714 Harbor Drive - Why if there are other buildings in the community do they want to use the Church facility?

A letter from David Morton was received in support of the request (attached).

There being no further comments the Public Hearing was closed at 7:15 p.m.

NEW BUSINESS:

PC-2009-01 Guardian Angels Parish, 525 Michael Street - Special Use Permit, Adaptive Re-Use

A Public Hearing was held earlier in response to the request from Guardian Angels Parish for a Special Use Permit for Adaptive Reuse at 525 Michael Street.

MOTION by Ray Fortier, seconded by Maureen Barry that the Planning Commission adopt a resolution to approve a Special Use Permit, Case PC-2009-01 Guardian Angels Parish, 525 Michael Street for a Special Use Permit for Adaptive Reuse to include present uses for Parish, Education/Office/Activity Center, and Additional uses for Support of Ministries, Medical-Dental Office, Professional Office, Educational Facility, and Community Garden/Greenhouse.

With a roll call vote this motion passed 6 to 0.

Yes: Fortier, Albee, Crockett, Barry, Gustad, Yoder

No: None

OLD BUSINESS:

Sub-Committee Appointments

According to the By-Laws of the City of Manistee Planning Commission the Chair will appoint members of the Planning Commission to serve on Sub-Committee's of the Planning Commission. Chairman Yoder reappointed the members to serve on the same committee's they served on last year. There are two vacancies that will be filled after the current vacancy on the Planning Commission is filled.

Executive Committee

Chair Yoder Appointed: Maureen Barry, Ray Fortier, Roger Yoder

Master Plan Review Committee

Chair Yoder Appointed: Maureen Barry, Dave Crockett, Eric Gustad, Roger Yoder

Ordinance Re-Write Committee

Chair Yoder Appointed: Linda Albee, Harlo Haines, Tony Slawinski, Vacancy

Site Plan Review/Subdivision Committee

Chair Yoder Appointed: Eric Gustad, Roger Yoder, Vacancy

Zoning Board of Appeals

Chair Yoder Appointed: Ray Fortier

By Law Review

According to the By-Laws of the City of Manistee Planning Commission shall annually review their By-Laws at the regularly scheduled meeting in January. A new draft was prepared for the Commissioners review after the January Meeting. Commissioners were not happy with the new language. Members of the Planning Commission will be attending an Ethics for Planning and Zoning Training on Wednesday, February 11th and will discuss the Planning Enabling Act Language with the presenter at the meeting.

This item will be on the February 19, 2008 Worksession for further discussion.

PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA:

Travis Alden, DDA/Main Street Director introduced himself to the Planning Commission. Mr. Alden looks forward to working with the Commission on issues relating to the downtown.

CORRESPONDENCE:

Planning Commissioners received an invitation to the Community Forum - City Strategic Plan on February 10, 2009 at Hardy Hall from 7-9 p.m.

STAFF REPORT:

Jon Rose spoke to the Commission about the Strategic Plan, Arthur Street Boat Launch improvements, the Peninsula Area, Vertical Zoning and the ZBA approving a request from Little Caesars for additional signage.

Items for the February Worksession will include Updating the By-Laws and setting priorities for 2009

MEMBERS DISCUSSION:

None

ADJOURNMENT:

MOTION by Ray Fortier, seconded by Linda Albee that the meeting be adjourned. Motion passed unanimously.

MEETING ADJOURNED AT 7:48 P.M.

MANISTEE PLANNING COMMISSION

Denise J. Blakeslee, Recording Secretary