

# MANISTEE CITY PLANNING COMMISSION

Meeting of Thursday, June 7, 2007  
7:00 p.m. - Council Chambers, City Hall, 70 Maple Street,  
Manistee, Michigan

## AGENDA

### I Call to Order

### II Roll Call

### III Approval of Agenda

At this time the Planing Commission can take action to approve the June 7, 2007 Agenda.

### IV Approval of Minutes

At this time Planning Commission can take action to approve the May 3, 2007 meeting Minutes.

### V Public Hearing

None

### VI New Business

**General Chemical Industrial Products - Parcel Split.** Request from General Chemical Industrial Products to split Parcel Code #51-51-712-475-04 into two parcels. Parcel A would be 12.35 acres +/- to the edge of the water (excluding railroad). Parcel B would be 8.12 acres +/- to the edge of water excluding railroad. Both resulting parcels meet the requirements of the Zoning Ordinance.

At this time the Planning Commission could take action to recommend to City Council that the split of Parcel #51-51-712-475-04 be approved as shown on a survey prepared by Abonmarche Consultants, Inc. Job No. M7-0057.

**Manistee Carriage Properties, LLC. (Upper 40) - Sketch Plan Review.** Request from Manistee Carriage Properties, LLC (Upper 40) 1009 Manistee Street (Former Century Boat Property) for a Sketch Plan Review.

The Sketch Plan Review allows the developer the opportunity to discuss a proposed project with the Planning Commission during the preliminary stages before a Site Plan is completed. No formal action will be taken by the Planning Commission on this request.

Sub-Committee Appointments - The Planning Commission has sub-committees that work on various projects throughout the year. Chairman Yoder will ask Linda Albee the newest member of the Planning Commission if she would like to fill any of the vacancies on sub-committee's of the Planning Commission.

At this time Chairman Yoder could make appointments to Sub-Committee's.

VII Old Business

VIII Public Comments and Communications concerning Items not on the Agenda

At this time the Chair will ask if there are any public comments.

IX Correspondence

At this time the Chair will ask if any correspondence has been received to be read into the record.

X Staff Reports

At this time the Chair will ask Staff for their report.

XI Members Discussion

At this time the Chair will ask members of the Planning Commission if they have any items they want to discuss.

XII Adjournment



PLANNING AND ZONING  
COMMUNITY DEVELOPMENT  
231.398.2805  
FAX 231.723-1546  
www.ci.manistee.mi.us

## MEMORANDUM

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TO: Planning Commissioners  
FROM: Denise Blakeslee   
DATE: May 31, 2007  
RE: June Planning Commission Meeting

Commissioners, we will welcome Linda Albee as the newest member of the Planning Commission. Ms. Albee previously served as an alternate on the Zoning Board of Appeals and has her Citizen Planner Certification. Welcome Linda!

The June Meeting Agenda includes:

- ▶ **General Chemical Industrial Products - Parcel Split.** Request from General Chemical Industrial Products to split Parcel Code #51-51-712-475-04 into two parcels. Parcel A would be 12.35 acres +/- to the edge of the water (excluding railroad). Parcel B would be 8.12 acres +/- to the edge of water excluding railroad. Both resulting parcels meet the requirements of the Zoning Ordinance.

NOTE: The surveyor will be staking the parcel on June 5, 2007 for Planning Commissioners who wish to see where the split is proposed. They have asked the demolition company to leave the stakes in place, but in the past they have been knocked down during the demolition process.

- ▶ **Manistee Carriage Properties, LLC. (Upper 40) - Sketch Plan Review.** Request from Manistee Carriage Properties, LLC (Upper 40) 1009 Manistee Street (Former Century Boat Property) for a Sketch Plan Review.
- ▶ **Sub-Committee Appointments** - The Planning Commission has sub-committees that work on various projects throughout the year. Chairman Yoder will ask Linda Albee the newest member of the Planning Commission if she would like to fill any vacancies on sub-committee's of the Planning Commission.

If you are unable to attend the meeting please call me at 398-2805.

:djb



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## MEMORANDUM

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TO: Planning Commissioners

FROM: Jon R. Rose   
Community Development Director

DATE: May 21, 2007

RE: General Chemical Industrial Products - Parcel Split Request

Commissioners, we have received a request from General Chemical Industrial Products for a Parcel Split.

- ▶ Parcel A would be 12.35 acres +/- to the edge of the water (excluding railroad).
- ▶ Parcel B would be 8.12 acres +/- to the edge of water excluding railroad.
- ▶ Both resulting parcels meet the requirements of the Zoning Ordinance.
- ▶ We have verified with the surveyor that the buildings that were shown on the survey meet the set back requirements of the Ordinance.

General Chemical has been in the process of dismantling their facility. At the time the survey was done there were buildings shown on the survey that have since been removed. The applicant has been kind enough to have the surveyor stake the property showing the proposed property split. The problem has been that the demolition company keeps removing the stakes. He will have them re-stake the property on June 5<sup>th</sup> (but cannot guarantee that the demolition company will not remove them again).

Staff review of the request shows that the proposed split complies with the Zoning Ordinance. A recommendation to City Council to approve the request as shown would be in order.

If you have any questions regarding this issue please call me at 398-2805.

JRR:djb

### Request to Split a Parcel

Name and Address of Applicant: GENERAL CHEMICAL INDUSTRIAL PRODUCTS  
120 EAGLE ROCK AVE.  
EAST HANOVER, NJ 07936

Signature  J.W. CASELY

Phone Numbers: Home 905-826-5666 Work 905-542-1811  
Cell 416-200-9547

Name and Address of other parties who have an interest: POENDING PURCHASE AGREEMENT  
WITH - LIQUID DUST LAYER INC  
P.O. BOX 188, 3320 GRANT HIGHWAY, MANISTEE, MI. 49660

Signature \_\_\_\_\_

Phone Numbers: Home \_\_\_\_\_ Work \_\_\_\_\_

Parcel Identification Numbers for all parcels involved: 51-51-712-475-04

Reason for request: DIVISION OF PROPERTY FOR SALE  
PURCHASE AND SALE AGREEMENT IN PLACE SUBJECT TO  
SITE SPLIT

Attach a sketch or site plan of all parcels involved in the request. The sketch must include the location of buildings and/or structures, building set-backs, streets, street names and lot dimensions.

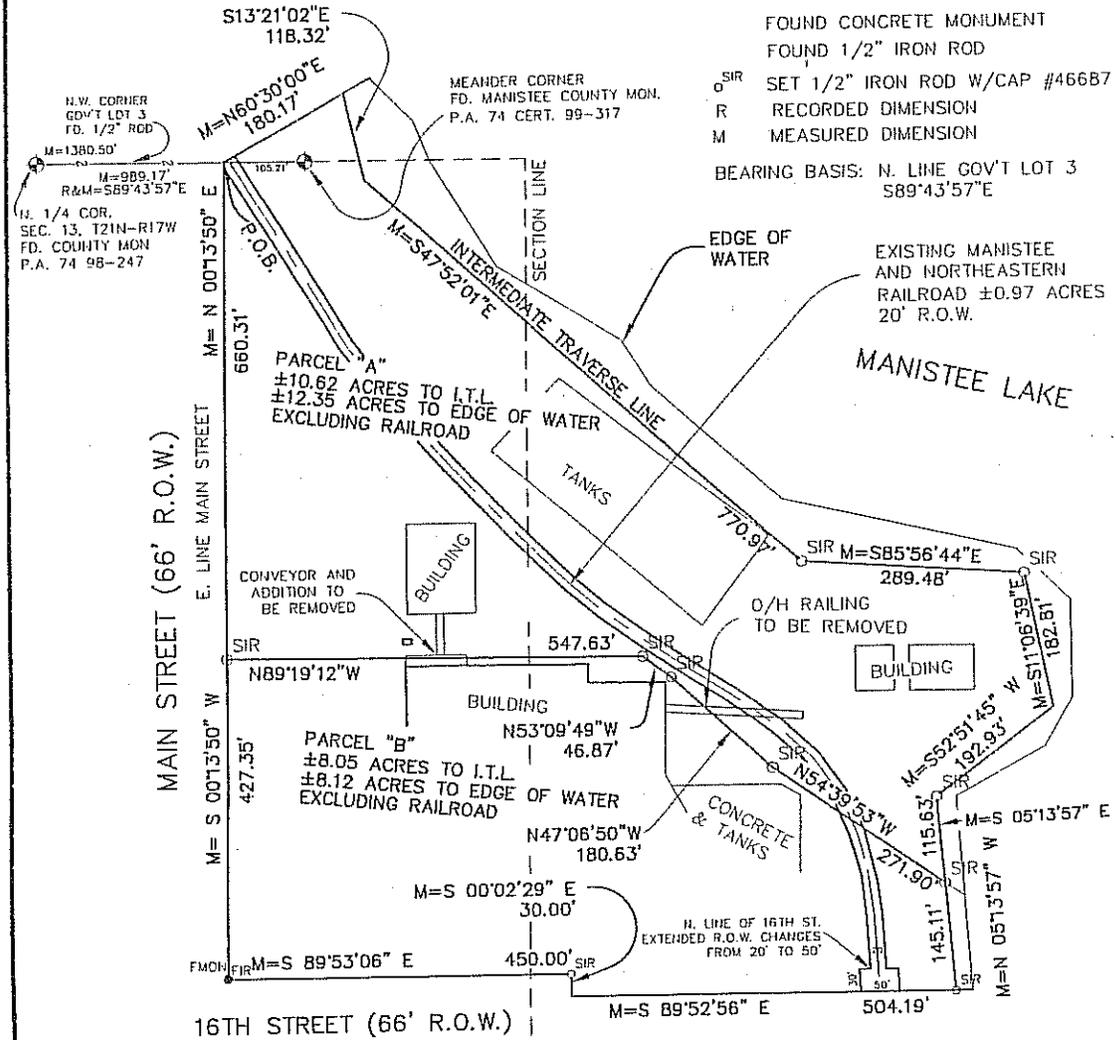
# CERTIFICATE OF SURVEY

I, CRAIG R. STAPLEY, A LICENSED PROFESSIONAL SURVEYOR, NUMBER 46687, IN MICHIGAN, CERTIFY THAT THIS DRAWING IS AN ACCURATE REPRESENTATION OF A BOUNDARY SURVEY PERFORMED UNDER MY DIRECTION FOR THE FOLLOWING DESCRIBED PARCEL OF LAND:  
 SEE PAGE 2 FOR LEGAL DESCRIPTIONS.

**LEGEND**

- FOUND CONCRETE MONUMENT
- FOUND 1/2" IRON ROD
- SIR SET 1/2" IRON ROD W/CAP #46687
- R RECORDED DIMENSION
- M MEASURED DIMENSION

BEARING BASIS: N. LINE GOV'T LOT 3  
 589°43'57"E



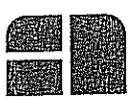
*Craig Stapley*  
 CRAIG R. STAPLEY  
 LICENSED PROFESSIONAL SURVEYOR No. 46687  
 ABONMARCHÉ CONSULTANTS, INC.

4/13/07  
 DATE OF CERTIFICATE

THIS SURVEY COMPLIES WITH THE REQUIREMENTS OF ACT 132 OF THE PUBLIC ACTS OF 1970,  
 AS AMENDED AND WAS PERFORMED WITH AN ERROR OF CLOSURE NO GREATER THAN 1 IN 5000.

PLAT OF SURVEY FOR:

GENERAL  
 CHEMICAL



**ABONMARCHÉ CONSULTANTS, INC.**  
 361 First Street  
 Monistee, Michigan 49660  
 231-723-1198  
 FAX: 231-723-1194  
 95 West Main Street  
 Benton Harbor, Michigan 49022  
 616-927-2295  
 FAX: 616-927-4639

ARCHITECTS / ENGINEERS / SURVEYORS / PLANNERS

DATE: JAN. 12, 2007	DRAWN BY: CRS
SCALE: 1" = 200'	SEC. 18, 12, 13 21N R. 16-17W

JOB NO. M7-0057

# CERTIFICATE OF SURVEY

I, CRAIG R. STAPLEY, A LICENSED PROFESSIONAL SURVEYOR, NUMBER 46687, IN MICHIGAN, CERTIFY THAT THIS DRAWING IS AN ACCURATE REPRESENTATION OF A BOUNDARY SURVEY PERFORMED UNDER MY DIRECTION FOR THE FOLLOWING DESCRIBED PARCEL OF LAND:

PARCEL "A"

PART OF GOVERNMENT LOT 7, SECTION 18, TOWNSHIP 21 NORTH, RANGE 16 WEST, AND PART OF GOVERNMENT LOT 4, SECTION 12 AND PART OF GOVERNMENT LOT 3, SECTION 13, TOWNSHIP 21 NORTH, RANGE 17 WEST, CITY OF MANISTEE, MANISTEE COUNTY, MICHIGAN, DESCRIBED AS COMMENCING AT THE NORTHWEST CORNER OF GOVERNMENT LOT 3, IN SECTION 11; THENCE SOUTH 89°43'57" EAST ALONG THE NORTH LINE OF GOVERNMENT LOT 3 989.17 FEET TO THE EAST LINE OF MAIN STREET AND TO THE POINT OF BEGINNING; THENCE NORTH 60°30'00" WEST 180.17 FEET TO AN INTERMEDIATE TRAVERSE LINE ALONG THE SHORE OF MANISTEE LAKE; THENCE ALONG SAID TRAVERSE LINE THE FOLLOWING 6 COURSES, THENCE SOUTH 13°21'02" EAST 118.32 FEET; THENCE SOUTH 47°52'01" EAST 770.97 FEET; THENCE SOUTH 85°56'44" EAST 289.48 FEET; THENCE SOUTH 11°06'39" EAST 182.81 FEET; THENCE SOUTH 52°51'45" WEST 192.93 FEET; THENCE SOUTH 05°13'57" EAST 115.63 FEET; THENCE LEAVING SAID TRAVERSE LINE NORTH 54°39'53" WEST 271.90 FEET; THENCE NORTH 47°06'50" WEST 180.63 FEET; THENCE NORTH 53°09'49" WEST 46.87 FEET; THENCE NORTH 89°19'12" WEST 547.63 FEET TO THE EAST LINE OF MAIN STREET; THENCE NORTH 00°13'50" EAST ALONG SAID EAST LINE 660.31 FEET TO THE POINT OF BEGINNING, EXCEPTING THEREFROM THE MANISTEE AND NORTHEASTERN RAIL ROAD RIGHT OF WAY, TOGETHER WITH ALL LANDS LYING BETWEEN THE INTERMEDIATE TRAVERSE LINE AND THE EDGE OF MANISTEE LAKE.

PARCEL "B"

PART OF GOVERNMENT LOT 7, SECTION 18, TOWNSHIP 21 NORTH, RANGE 16 WEST, AND PART OF GOVERNMENT LOT 4, SECTION 12 AND PART OF GOVERNMENT LOT 3, SECTION 13, TOWNSHIP 21 NORTH, RANGE 17 WEST, CITY OF MANISTEE, MANISTEE COUNTY, MICHIGAN, DESCRIBED AS COMMENCING AT THE NORTHWEST CORNER OF GOVERNMENT LOT 3, IN SECTION 11; THENCE SOUTH 89°43'57" EAST ALONG THE NORTH LINE OF GOVERNMENT LOT 3, 989.17 FEET TO THE EAST LINE OF MAIN STREET; THENCE SOUTH 00°13'50" WEST 660.31 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING ALONG SAID EAST LINE SOUTH 00°13'50" WEST 427.35 FEET TO THE NORTH LINE OF SIXTEENTH STREET; THENCE SOUTH 89°53'06" EAST ALONG SAID NORTH LINE 450.00 FEET; THENCE SOUTH 00°02'29" EAST 30.00 FEET; THENCE SOUTH 89°52'56" EAST 504.19 FEET TO AN INTERMEDIATE TRAVERSE LINE ALONG THE SHORE OF MANISTEE LAKE; THENCE ALONG SAID TRAVERSE LINE NORTH 05°13'57" WEST 145.11 FEET; LEAVING SAID TRAVERSE LINE NORTH 54°39'53" WEST 271.90 FEET; THENCE NORTH 47°06'50" WEST 180.63 FEET; THENCE NORTH 53°09'49" WEST 46.87 FEET; THENCE NORTH 89°19'12" WEST 547.63 FEET TO THE EAST LINE OF MAIN STREET AND THE POINT OF BEGINNING, EXCEPTING THEREFROM THE MANISTEE AND NORTHEASTERN RAIL ROAD RIGHT OF WAY, TOGETHER WITH ALL LANDS LYING BETWEEN THE INTERMEDIATE TRAVERSE LINE AND THE EDGE OF MANISTEE LAKE.



*Craig Stapley*

4/13/07

CRAIG R. STAPLEY  
LICENSED PROFESSIONAL SURVEYOR No. 46687  
ABONMARCHE CONSULTANTS, INC.

DATE OF CERTIFICATE

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AS AMENDED AND WAS PERFORMED WITH AN ERROR OF CLOSURE NO GREATER THAN 1 IN 5000.

PLAT OF SURVEY FOR:

GENERAL  
CHEMICAL



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616-927-2295  
FAX: 616-927-4639

ARCHITECTS / ENGINEERS / SURVEYORS / PLANNERS

DATE: JAN. 12, 2007

DRAWN BY: CRS

SCALE: 1"=200'

SEC. 18, 12, 13 21N R. 16-17W



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COMMUNITY DEVELOPMENT  
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www.ci.manistee.mi.us

## MEMORANDUM

---

TO: Planning Commissioners

FROM: Jon Rose Community   
Development Director

DATE: May 31, 2007

RE: Manistee Carriage Properties, LLC (Upper 40)

Commissioners, we have received a request from Manistee Carriage Properties, LLC (Upper 40) for a Sketch Plan Review. Attached is a sketch of what they are proposing for the former Century Boat Property. By using the sketch plan option the Planning Commission has the opportunity to discuss with the applicant questions about the project prior to the submission of a Land Use Permit application.

The applicant may have a more detailed sketch plan ready for the June 7<sup>th</sup> meeting. No action will be taken on this item.

:djib

# Land Use Permit Application

## Detailed Site Plan - Fee \$20.00

One copy of the completed application form for site plan review which shall contain at a minimum the following information (a narrative attachment is recommended in addition to the application form to sufficiently address all of the following items):

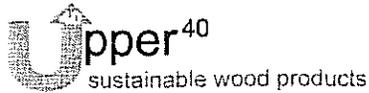
1. Name, address and signature of applicant and property owner:  
 Name: MANISTEE CARRIAGE PROPERTIES, LLC  
 Address: 2461 WICKFIELD ROAD, W. BLOOMFIELD, MI 48323  
 Daytime Phone Number: 313 215 3085
  
2. Legal description, property parcel number and street address of the subject parcel of property:  
 Legal description: SEE ATTACHED TITLE INSURANCE  
 Address of Project: \_\_\_\_\_ Parcel Code # 51-51-712-475-02 (a part of)
  
3. Area of the subject parcel of property stated in acres, or if less than one (1) acre, in square feet.  
≈ 5.7 AC
  
4. Present zoning classification on parcel and on adjacent parcels: G-1
  
5. Present and proposed land use: PRESENT - STORAGE; PROPOSED - MANUFACTURING
  
6. Applicant's statement of the expected effect on emergency service requirements, schools, storm water systems, automobile and truck circulation patterns and local traffic volume. SEE ATTACHED
  
7. A description of the proposed development and the land use proposed. SEE ATTACHED

Finished Height of Project: \_\_\_\_\_

By signing the application the applicant is authorizing City Staff permission to make site inspections as necessary. The undersigned affirms that the information included in this application is correct. Further if the request is approved, the applicant will comply with all of the requirements of the City of Manistee Zoning Ordinance and certifies that measures proposed to mitigate adverse impacts will be completed in a timely fashion.

Signature: [Signature] Date: 5/22/07

OFFICE USE ONLY			
Zoning District: _____	Set Back Requirements: _____	Height _____	Front _____
Date of Application: _____	Water Front _____	Rear _____	Side _____
Fee/Receipt # _____	Notes: _____		
Approval: _____	Date: _____		



621 W. Main Street  
Suite 177  
Gaylord, MI 49735  
T 313.215.3085  
F 313.557.0473  
www.upper40.com

May 22, 2007

Land Use Permit Application – additional pages

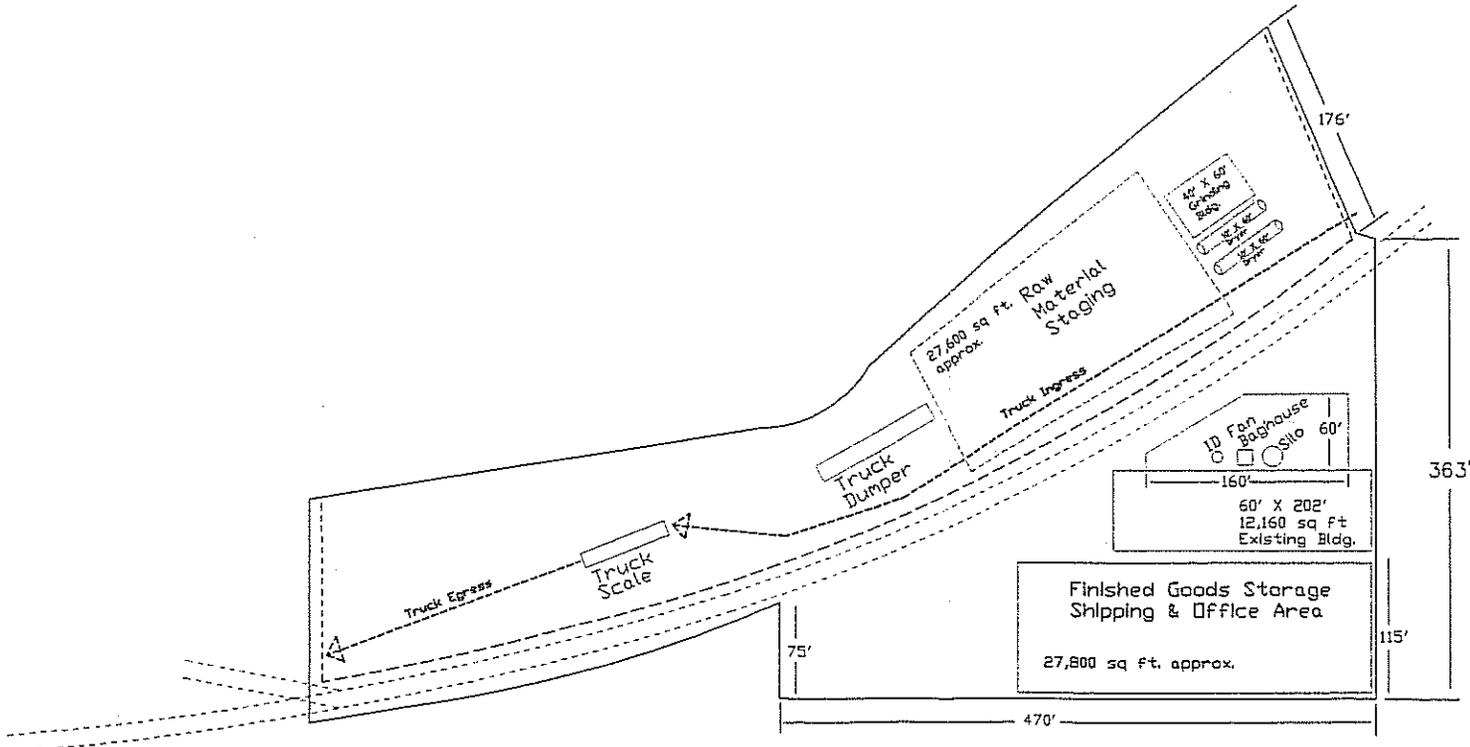
Project Name: Upper40

#6: The expected effect on emergency service requirements is minimal, although we will coordinate heavily with the Fire Chief regarding internal safety and fire suppression issues. There is no substantial effect on the schools system; the storm water system may accept slightly more runoff because we are creating a greater impervious surface area (see attached drawing).

In addition, the truck traffic volume in that area will be increased (approx 20 inbound and 5 outbound per day) which we will maintain a very strict control on inbound and outbound trucks on our property as well as providing them specific direction to and from the truck route.

#7: The project is a medium-scale wood pellet manufacturing facility. The raw materials are brought to the facility in the form of wood chips and sawdust. At the east side of the property, trucks deliver the raw material and are dumped out at the large concrete pad. The raw material is conveyed onto the screening and grinding shed to the east of the railroad, ground to size and dried in one of two large drum dryers that are fueled with biomass (wood chips and residue we cannot process into finished product).

The processed raw material is then pneumatically conveyed over the railroad tracks to a temporary silo to the east side of the existing building. After staging, it conveyed into the existing building to be processed into pellet fuel. The finished product is sealed into poly bags or other bulk packaging for distribution and placed on pallets. The products are stored in the finished products warehouse to the north of the existing building to be staged for outbound shipping.



THIS DRAWING IS THE PROPERTY OF AND CONTAINS DESIGN FEATURES AND INFORMATION WHICH ARE PROPRIETARY TO UPPER. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN. WITHOUT PERMISSION AND SHALL NOT BE USED IN ANY MANNER WHATSOEVER TO OTHER SITES OR PROJECTS.

NO.	REV.	DATE

UPPER40  
2461 Wickfield rd.

TITLE  
Site Layout  
Old Century Boat Property

**MANISTEE CITY PLANNING COMMISSION**  
**COMMISSION MEMBERS - 2007**

May 16, 2007

Commission Members	Term Expiration	Committee Assignments
<b>ALBEE, Linda</b> 365 Lighthouse Way South, Manistee 723-0032 2007	10/2007	
<b>BARRY, Maureen</b> 230 Lighthouse Way, Manistee 723-8890 (h) 723-1436 (w) mbarry@packagingcorp.com 2004	10/2008 Secretary	Executive Committee Master Plan Review Committee
<b>BIFOSS, Ben</b> 324 First Street, Manistee 723-5145 (h) 723-1198 (w) bbifoss@abonmarche.com 2006	10/2007	Ordinance Re-Write Committee Site Plan Review/Subdivision Committee
<b>CROCKETT, Dave</b> 260 Third Avenue, Manistee 723-7914 (h) dcrockett7914@charter.net 2006	10/2007	Master Plan Review Committee
<b>FORTIER, Edward Ray</b> 367 Eleventh Street, P.O. Box 404, Manistee 723-7258 (h) 1997	10/2009 Vice-Chair	Executive Committee Zoning Board of Appeals
<b>GUSTAD, Eric</b> 1014 Engelmann Street, Manistee 231-920-6012 (h) or 398-3847 (w) ericg@lrcr.com 2006	10/2009	Master Plan Review Committee Site Plan Review/Subdivision Committee
<b>HAINES, Harlo</b> 300 Lakeshore Drive, Manistee 398-9151 (H) 714-271-3105 (c) fishcamp@jackpine.com 2006	10/2008	Ordinance Re-Write Committee
<b>SLAWINSKI, Anthony</b> 384 Seventh Street, Manistee 723-2992 (h) 1977	10/2007	Ordinance Re-Write Committee
<b>YODER, Roger</b> 225 Seventh Street, Manistee 723-6926 (h) or 723-9951 x 286 (w) rabbit82@earthlink.net	10/2008 Chairman	Executive Committee Master Plan Review Committee Site Plan Review/Subdivision Committee
<b>ROSE, Jon</b> jrose@ci.manistee.mi.us 398-2805	Liaison	
<b>BLAKESLEE, Denise</b> dblakeslee@ci.manistee.mi.us 398-2805	Recording Secretary	

**MANISTEE CITY PLANNING COMMISSION  
COMMITTEE APPOINTMENTS 2007**

COMMITTEE	2007 APPOINTEES
<p><b>EXECUTIVE COMMITTEE</b> (Chair, Vice Chair, Secretary) Members of the Executive Committee review Zoning Ordinance Amendments with City Council Ordinance Review Committee</p>	<p>Maureen Barry - Secretary Ray Fortier - Vice Chair Roger Yoder - Chair</p> <p>Meet as needed</p>
<p><b>MASTER PLAN REVIEW COMMITTEE</b></p> <p>Members of this committee will be responsible to keep current with new trends/changes that are going on in the community that could impact the Master Plan. An example would be the "Hotel Chippewa Fire". The resulting vacant property would not necessary require a change in the plan, but should be noted for review during the annual review (January Meeting).</p>	<p>Maureen Barry Dave Crockett Eric Gustad Roger Yoder</p> <p>Meet as scheduled @4:00 p.m. in the Executive Council Chambers</p>
<p><b>ORDINANCE RE-WRITE COMMITTEE</b></p> <p>Members of this committee will assist in reviewing the Zoning Ordinance for areas that need to be changed and/or updated. They also monitor ZBA Requests to see if a change in the ordinance is necessary (if multiple requests are received for the same issue).</p>	<p>Ben Bifoss VACANCY Harlo Haines Tony Slawinski</p> <p>Meet as scheduled in the Executive Council Chambers</p>
<p><b>SITE PLAN REVIEW/ SUBDIVISION COMMITTEE</b></p> <p>Site Plan Review Committee - Available for optional Plan Review of Special uses and uses by Right. Committee Review required for Planned Unit Developments.</p> <p>Subdivision Committee - This committee is required under section 1242.03 of the Code of Ordinances.</p>	<p>Ben Bifoss VACANCY Eric Gustad Roger Yoder</p> <p>No Scheduled time for meetings. Will meet with developer as needed.</p>
<p><b>ZONING BOARD OF APPEALS</b></p> <p>One member of the Planning Commission also serves on the Zoning Board of Appeals</p>	<p>Ray Fortier</p> <p>Meet as needed 5:30 p.m. at City Hall</p>