

CITY OF MANISTEE PLANNING COMMISSION

70 Maple Street
Manistee, MI 49660

MEETING MINUTES

December 6, 2018

A meeting of the Manistee City Planning Commission was held on Thursday, December 6, 2018 at 7 pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 7:00 pm by Chair Wittlieff followed by the Pledge of Allegiance.

ROLL CALL

Members Present: Marlene McBride, Bob Slawinski, Michael Szymanski, Maureen Barry, Rochelle Thomas
Roger Yoder and Mark Wittlieff

Members Absent: None

Others: Tamara Buswinka, (City Zoning Administrator), Robert Carson (Planning & Zoning
Director), Nancy Baker (Recording Secretary) and Mark Niesen, 296 Tenth Street.

APPROVAL OF AGENDA

Motion by Michael Szymanski, seconded by Rochelle Thomas that the agenda be approved as prepared.

With a Roll Call vote this motion passed 7 to 0.

Yes: Szymanski, Slawinski, Berry, McBride, Yoder, Thomas and Wittlieff

No: None

APPROVAL OF MINUTES

Motion by Roger Yoder, seconded by Bob Slawinski that the minutes for the November 1, 2018
Planning Commission Meeting be approved as prepared.

With a Roll Call vote this motion passed 7 to 0.

Yes: Szymanski, Slawinski, Berry, McBride, Yoder, Thomas and Wittlieff

No: None

PUBLIC HEARING

Chair Wittlieff asked if anyone in attendance had any comments relating to the Public Hearing.
None.

PUBLIC COMMENT ON AGENDA RELATED ITEMS

Chair Wittlieff asked if anyone in attendance had any Public Comments on Agenda Related Items.

Gary Niesen, Homeowner of 296 Tenth Street- the vacating of Olga Street. Tamara Buswinka stated the public hearing regarding the vacating of Olga Street has not yet occurred and this must happen before it can be placed on the PC agenda. In 2017, Gary Niesen submitted to the city zoning administrator the legal description of his parcel and a survey of the city's parcel that adjoins his parcel. A public hearing regarding the matter will most likely occur in January. This matter can then be brought before the PC.

NEW BUSINESS

Election of Officers

Chair Wittlieff proceeded with the election of officers, per the City PC By-Laws.

Chair:

Mark Wittlieff turned the meeting over to Rob Carson during the election of the 2019 Chair.

Michael Szymanski nominated Mark Wittlieff for 2019 Chair.

With a Roll Call vote the motion passed 7 to 0.

Yes: Barry, Slawinski, McBride, Thomas, Szymanski, Yoder and Wittlieff

No: None

Vice Chair:

Rob Caron turned the meeting over to Chair Wittlieff to continue with the election of officers.

Marlene McBride nominated Maureen Barry for 2019 Vice Chair.

With a Roll Call vote the motion passed 7 to 0.

Yes: Barry, Slawinski, McBride, Thomas, Szymanski, Yoder and Wittlieff

No: None

Secretary:

Maureen Barry nominated Marlene McBride for 2019 Secretary.

With a Roll Call vote the motion passed 7 to 0.

Yes: Barry, Slawinski, McBride, Thomas, Szymanski, Yoder and Wittlieff

No: None

Appointment of Recording Secretary:

Marlene McBride appointed Nancy Baker for 2019 Recording Secretary.

City Zoning Ordinance Discussion

Old Little Caesars's Pizza building, 91 Arthur Street. An interested party has contacted Tamara Buswinka with the desire to demo the building and rebuild a medical office in its place. The City Zoning Ordinance allows Professional Office uses in the Waterfront District but does not specifically mention Medical and Dental Uses. Buswinka asked if the Commission would consider looking at that district regulations to determine if it was an oversight to have not specifically included Medical and Dental Uses in the Waterfront District regulations. The Commission discussed and agreed that they would look at the Waterfront District regulations to considering including Medical and Dental Uses: The Commission discussed that they felt Professional Office Uses is terminology broad enough to include medical and dental uses but would like to amend the Ordinance to clarify. Rob Carson spoke of form-base codes and structures along the US- 31 Corridor. The City Master Plan can be amended to change the language regarding professional, medical, dental office buildings. Staff will proceed presenting to the PC the language for the possible amendment to the Master Plan regarding this matter. Buffers, landscape standards etc. can be placed in the language as well to avoid future issues with projects that may come before the PC that otherwise could delay a potential project.

OLD BUSINESS

None.

PUBLIC Comments and Communications

None

CORRESPONDENCE

None

STAFF REPORTS

Tamara Buswinka, City Zoning Administrator

12th Street Mini Storage Facility: Issues regarding the project were discussed with the property owner. The project will be completed according to the zoning regulations along with sidewalks being put into place along the property.

Tabernacle Church, 77 Hancock Street, located at the old paintball building. Zoning is being reviewed to see if services can be conducted before the parking lot is completed. A site plan will be presented in January. The desired plan is to complete a grass paver parking lot.

Rob Carson, Manistee County Planning Director

10th Street, Lakeside Cultivation. The special use permit conditions have not been met. A memo will be sent for all conditions to be met within the time frame. This is to be done prior to operating under their state license.

Iron Works project. Plans are continuing to move forward.

Industrial park sites. No new report.

MEMBERS DISCUSSION

Chair Wittlieff inquired about a joint meeting with Filer, Manistee, Stronach Townships and East Lake Village regarding the streamlining of these areas. Contact with the townships/village will be made to plan a spring meeting.

A joint meeting with the City Council will occur in the near future. The agenda will consist of the following items; a housing project at the old Washington School site followed by a presentation of the List of Sites/Ranking Sheet which will include 2 other items. Other sites can be identified and added to the list.

Planning classes/courses will be checked into for members to achieve their accreditation. Several members will try to acquire master planner accreditation.

The next regular meeting of the Planning Commission will be held on Thursday, January 3, 2019.

ADJOURNMENT

Motion by Bob Slawinski, seconded by Roger Yoder that the meeting be adjourned. MOTION PASSED UNANIMOUSLY.

Meeting adjourned at 8:02 pm.

MANISTEE PLANNING COMMISSION


Nancy Baker, Recording Secretary