

CITY OF MANISTEE PLANNING COMMISSION
70 Maple Street
Manistee, MI 49660
MEETING MINUTES
September 5, 2019

A meeting of the Manistee City Planning Commission was held on Thursday, September 5, 2019 at 7 pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 7:03 pm by Chair Wittlieff followed by the Pledge of Allegiance.

ROLL CALL

Members Present: Michael Szymanski, Bob Slawinski (entered meeting at 7:44pm), Rochelle Thomas, Marlene McBride, Pamela Weiner, Roger Yoder and Mark Wittlieff

Members Absent: None

Others: Kyle Storey (City Zoning Administrator), Mike Szokola (GIS/Planner 1), Nancy Baker (Recording Secretary)

APPROVAL OF AGENDA

Motion by Commissioner Thomas, second by Commissioner Szymanski to approve the September 5, 2019 Agenda as printed.

With a Roll Call vote this motion passed 6 to 0.

Yes: Szymanski, Thomas, Weiner, McBride, Yoder and Wittlieff

No: None

APPROVAL OF MINUTES

Motion by Commissioner Szymanski, seconded by Commissioner Yoder that the August 1, 2019 Planning Commission Meeting minutes be approved as prepared.

With a Roll Call vote this motion passed 6 to 0.

Yes: Szymanski, Thomas, Weiner, McBride, Yoder and Wittlieff

No: None

Motion by Commissioner Thomas, seconded by Commissioner McBride that the August 15, 2019 Planning Commission Special Meeting minutes be approved as prepared.

With a Roll Call vote this motion passed 6 to 0.

Yes: Szymanski, Thomas, Weiner, McBride, Yoder and Wittlieff

No: None

PUBLIC HEARING

Mr. Storey stated the issue of access drives combining the parcels was recently brought to staff's attention. Staff will need to confer with the city attorney on the legal aspects. There are 2 options; set up escrow accounts, hire a surveyor and have their information incorporated into the parcel design or have the site parties with their development team communicate with neighboring sites to incorporate their findings into their design. The city attorney informed staff to remind developers not to build or construct within 33 feet of the road right-of-way. This will require contact with the city attorney to review and hold a special meeting on the matter. Mr. Szokola stated due to the complexity of the special use permit situation he recommended tabling this until September 19th so recommendations can be made for each specific site parcel.

Commissioner Szymanski inquired if M-DOT has been contacted. Mr. Szokola stated these fall within the MDOT program along the corridor, but MDOT has not been contacted as the subject was brought to the attention of the staff shortly before this meeting with no time to contact them before this meeting.

Motion by Commissioner McBride, seconded by Commissioner Yoder to put this on hold until September 19th Special Meeting to be sure all aspects of the drive connections are legal and proper for each parcel.

With a Roll Call vote this motion passed 6 to 0.

Yes: Szymanski, Thomas, Weiner, McBride, Yoder and Wittlieff

No: None

294 12th Street Special Use Permit

Applicant

Owner of storage unit stated everything required has been completed.

Mr. Storey stated the south and west fencing will connect to the gate and completed by the 2020 timeline, lights to the building units and other Special Use Permit specifications have been provided on the site plan. The Planning Department recommends granting this special use permit. The erosion issue will be taken care. They are waiting on the excavator. Work is being done to repair and establish vegetation from the destroyed vegetation from the large rain that occurred. There will be runoff precautions and trees. Mr. Storey stated a new permit can be obtained in 5 years if needed.

Staff

Staff recommends approving the Special Use Permit with the following stipulations: permit valid for 5 years with 1 unit being constructed each year, provide four boulevard trees, hours of operation limited to 7am-10pm and phasing the installation of fencing around the facility will be considered a minor non substantive change. This can be approved by the Site Plan Review Committee.

Public Comment

Public Hearing opened at 7:21 pm

Kathy Grabowski, 1235 Cornell Street, is opposed to the storage unit project. There is no fencing, people are entering during late evening hours, some items are not placed in units, rather than more units donate an area of land for a park.

Jim Grabowski, 1235 Cornell Street, semis and cars going in and out are causing noise.

Storage Unit owners, tenants have rental agreements, the tenants will be monitored to make sure they do not break their agreement, units will be locked if renters violate their agreement, there is a number on the building to call and report issues of tenants violating their agreement, security cameras will be placed to monitor the units, a tenant cannot enter the area except during the hours of operation.

Paul Adamski, 5915 Tompke Road, inquired about the placement of retention ponds on the site to catch storm water to prevent soil erosion in the area.

Storage Unit owners, due to flash flooding in the recent past, the north side seeding was washed out. This area will be fixed by placing grass mats in place to establish vegetation and to protect this area from further soil erosion issues.

Commissioner Slawinski entered the meeting at 7:44 pm.

The Planning Commission stated this parcel is zoned C-1 which allows this project to be built on the parcel. The Planning Commission is overseeing the project to be sure that all requirements are met.

Public Hearing closed at 7:55 pm.

240 Arthur Street Special Use Permit

Public Hearing opened at 7:55 pm.

Applicant

Trevor Wisniewski, Great Lakes Natural Remedies, Inc., request for Special Use Permit. Company & Provisioning/Retail Center: 55 years of combined experience with growing, processing and dispensing of cannabis, will be giving to the River Care Program specifically the Conservation Resource Alliance.

Sara, marketing manager, 2-unit building—1 medical and 1 recreational, will train employees and will continue with training to keep employees updated on training as research improves, security to building, 40-day back up cameras, signage by ordinance and local friendly.

Specifics of project: using existing building, plan has rain garden and curb cut, continued outside maintenance to the building.

Possible Future Development: building phase plans to cultivate and process in another area of Manistee.

Requested being placed on the September 19th Special Meeting agenda.

Staff

Staff recommendations: table this application for 1 month to allow for the same time frame as previous applicants. Fire Department stipulations: fire suppression system and Knox Box. DPW: sheets 2 and 6--curb cut should be reduced to typical commercial drive entrance, 31 feet back of curb to back of curb as standard size with the entrance curbed, restricting the drive lane along US-31 as one way to the north, existing gravel area along the west side should be paved, new parking area along the north side should have the hot mix asphalt extended to the west to allow for cars to back out of parking spaces, this is not necessary if the one way to the north is utilized as noted, curb entrance to be curved, gravel on west side to be paved, sheet 3 and 6—structure table notes CB#1 and #2—structure outlets to structures are unknown and if there are no outlets is the intension for a leaching basin.

Public Comment

None

Public hearing closed at 8:22pm.

PUBLIC COMMENT ON AGENDA RELATED ITEMS

Robert Hines, Special Use Permit applicant for 50 Arthur Street, owner of Sticky's located down In Ypsilanti, MI, understands there was an issue with the name, asked for recommendations given for this site. Mr. Storey stated stipulations were given to each applicant. These stipulations will be reviewed in the Old Business section and concerns can be reviewed at that time.

Trevor Wisniewski inquired of the approval process and its timeline. He asked to be placed on the September 19th Special Meeting agenda for a special use permit.

Keith Zielinski, 50 Arthur Street, stated they worked diligently to have their site plans put in place to the deadlines.

Paul Adamski, 5915 Tompke Road, all those that applied for a Special Use Permit had to follow the timeline. The applicant of 240 Arthur Street should be required to follow the same timeline as the other applicants had done. He expressed the possible difficulties that may arise with having the boulevard connections to the parcels. Some may not want this to happen on a parcel if it is not put into the marihuana business.

Trevor Wisniewski requested to be placed on the Special Meeting agenda on the 19th and if this

is not possible, he requested to be placed on a meeting agenda in the 21-day timeline.

Lynda Beaton, City Council, a number of applicants have not purchased the parcels that they have plans for. Having the plan for parcels to connect may have to be reconsidered if a parcel does not receive their permit or the parcel owner does not complete the parcel sale.

The first 10 applicants will be placed on the September 19th Special Meeting agenda and the 240 Arthur Street application will be placed on the Planning Commission October 3rd regular meeting agenda. The Planning Commission members consensus was unanimous on the 240 Arthur Street applicant being put on the October 3rd meeting agenda.

SPECIAL PRESENTATION(S)

There were no Special Presentations.

NEW BUSINESS

200 Arthur Street Lot Split

Mr. Storey stated the lot split is on hold until further updates are received as the buyer has backed out.

OLD BUSINESS

1. 160 10th Street Special Use Permit

Mr. Storey stated this was previously tabled due to a request to transfer the Special Use Permit. The warranty deed was presented with the city attorney reviewing it and finding it legal for the transfer of parcel #51-51-712-475-10, 160 Tenth Street Special Use Permit with the new owner continuing the validity of the permit, to comply with security and all other conditions.

Motion by Commissioner Yoder, seconded by Commissioner Slawinski to allow the transfer of 160 Tenth Street Special Use Permit to the new owner.

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

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

No: None

2. 294 12th Street Special Use Permit

Mr. Storey stated the Planning Commission can vote to deny or grant the Special Use Permit for the self-storage.

Mr. Storey reviewed the approved Special Use Permit recommended stipulations;

- ❖ Permit valid for 5 years
- ❖ Applicant is to provide for boulevard trees
- ❖ Hours of operation are limited to 7 am – 10 pm

- ❖ Phasing the installation of fencing around the facility will be considered a minor non substantive change. This can be approved by the Site Plan Review Committee.
- ❖ Must install grass mats on north side of property
- ❖ Must regulate run-off on east side of parcel
- ❖ Install surveillance cameras up to 90 days after SUP granted, with 1 week minimum archival of footage
- ❖ Fence must be completed by completion of phase 5
- ❖ Must set up meeting with zoning administrator for inspection when stipulations complete

Motion by Commissioner Szymanski, seconded by Commissioner Thomas to approve the Special Use Permit with the addition of security cameras, drainage work, soil erosion measures, fencing to be further accomplished prior to any further construction on the site and all other recommended stipulations.

With a Roll Call vote this motion passed 6 to 0.

Yes: Szymanski, Thomas, Weiner, McBride, Yoder and Wittlieff

No: None

Abstained: Slawinski

All Special Use Permits are to include the following: if parcel is sold the Special Use Permit must go with the parcel, all work must be completed as required, existing pole sign must be removed, all site plans using the word "proposed" must be changed to "install", sites with parking space changes must change parking calculations and resubmit plans to Planning Department for approval, all parcels to have fire suppression system and all parcels must have knock box on the building for Fire Department entrance.

3. 28 Arthur Street Special Use Permit

Parcel Stipulations: north side gravel area is to be turned into green space, a north side drive parcel must connect to 30 Arthur Street parcel.

4. 32 Arthur Street Special Use Permit

Parcel Stipulations: relocate parking to south side of building, no parking will be located on east side, a south drive on parcel must connect to 30 Arthur Street parcel, reconfigure dumpster as shown on Work Session Site Plan revision map, remove small green space to combine to north and east parcels, place yield and pedestrian signs were appropriate.

5. 50 Arthur Street Special Use Permit

Parcel Stipulations: rotate dumpster for collection to match with neighboring parcels, loading zone to be placed on west side behind building, eliminate some parking spaces closest to east side near US-31, place yield and pedestrian signs were appropriate.

6. 74 Arthur Street Special Use Permit

Parcel Stipulation: site is to be developed to specifications on the site plan

7. 214 Arthur Street Special Use Permit

Parcel Stipulations: eliminate north drive and place curb cut at old north drive location, place dumpster parallel to building on the north side of parcel, south parking to have front handicap vertical spacing parallel to building, add green space where driveway once was located.

8. 24 Arthur Street Special Use Permit

Parcel Stipulation: Site is to be developed to specifications on the site plan.

9. 34 Arthur Street Special Use Permit

Parcel Stipulations: close curb cut on north end, connect green space to 48 Arthur Street parcel.

10. 48 Arthur Street Special Use Permit

Parcel Stipulation: rotate dumpster for collection to match with neighboring parcels as shown on work map.

11. 52 Arthur Street Special Use Permit

Parcel Stipulations: rotate dumpster for collection to match with neighboring parcels as shown on work map, place yield and pedestrian signs were appropriate.

12. 64 Arthur Street Special Use Permit

Parcel Stipulation: site is to be developed to specifications on the site plan

PUBLIC COMMENTS AND COMMUNICATIONS

There was no Public Comment and Communications.

CORRESPONDENCE

There was no Correspondence.

STAFF

900 Vine Street Update: has a new fence around smoking area for buffering smoking area, green space is in smoking area, picnic tables are to be placed in smoking area.

MEMBERS DISCUSSION

Staff thanked the Planning Commission for their patience and help with this large project.

The Commissioners complimented the staff on their hard work and the many areas that are being worked on.

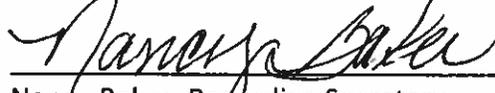
ADJOURNMENT

Motion by Commissioner Szymanski, seconded by Commissioner Yoder that the meeting be adjourned.

MOTION PASSED UNANIMOUSLY. Meeting adjourned at 8:57 pm.

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

MANISTEE PLANNING COMMISSION



Nancy Baker, Recording Secretary