

CITY OF MANISTEE PLANNING COMMISSION

70 Maple Street
Manistee, MI 49660

MEETING MINUTES

January 9, 2020

A meeting of the Manistee City Planning Commission was held on Thursday, January 9, 2020 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: Bob Slawinski, Michael Szymanski, Pamela Weiner, Marlene McBride, Roger Yoder and Mark Wittlieff

Members Absent: Rochelle Thomas

Others: Kyle Storey (City Zoning Administrator), Rob Carson (County Planner) and Nancy Baker (Recording Secretary)

APPROVAL OF AGENDA

Mr. Storey amended the agenda under New Business, West Shore Community College Presentation should be Monroe Cottage Presentation.

Motion by Commissioner Szymanski, second by Commissioner Yoder to approve the January 9, 2020 Agenda as amended.

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

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

No: None

APPROVAL OF MINUTES

There were no corrections or additions to the minutes.

Motion by Commissioner Slawinski, seconded by Commissioner Szymanski to approve the December 5, 2019 Planning Commission Meeting minutes as presented.

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

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

No: None

PUBLIC HEARING

None

PUBLIC COMMENT ON AGENDA RELATED ITEMS

None

NEW BUSINESS

Monroe Cottage Presentation

Kendra Thompson, Architect and Kitty Tuinstra, Oceana Home Partnership/Oceana County Housing presented the Monroe Cottage senior housing project. The Council on Aging has acquired the St. Mary's Church along with its

large parcel of vacant land. Ms. Tuinstra gave a background of the Oceana Home Partnership/Oceana County Housing. Their focus is to bring needed senior housing to the area. This is a non-profit organization. Ms. Thompson presented architect drawings of the single-story duplexes. Each cottage has a 1-bedroom and a 2-bedroom unit. There are 23 cottages; 46 units (duplexes) total; 23 are 1-bedroom and 23 are 2-bedroom. They are handicapped ready or handicap adaptable. The buildings are at ground-level with no stairs to maneuver. Each has a 1-car garage space with a washer, dryer and dishwasher. The rent is on an income range. Sidewalks will connect cottages to the Senior Center and each other. One occupant in the unit must be 55 and up. Projected timeline: receive city support, receive city approval and work through the process, break ground fall 2020, with a 2-year completion project goal. Transportation to assist residents with grocery shopping and appointments, leasing of the property, tax role, renting or buying a unit were other development aspects that were reviewed. A public hearing for the Monroe Cottage project will potentially occur February 20th, 7 pm.

OLD BUSINESS

None

PUBLIC COMMENTS AND COMMUNICATIONS

Lynda Beaton, 256 Hughes Street, is in favor of the Monroe Cottage project. She inquired about property the city is attempting to sell that is located by Harbor Village. One lot's issues are the inability to have cost affective water and sewage hookup. She asked that collaborating the Monroe Cottage area and this area for hookup abilities be investigated.

Patty Spencer, Council on Aging Board of Directors member, stated the Monroe Cottage project and its potential for the Wagner Center is a great thing for the area and the county.

CORRESPONDENCE

There was no Correspondence.

STAFF

RRC Update

Mr. Storey stated work reports and the recertification report, through the MEDC, will be worked on during the week of the 13th. Marc Miller, Chamber of Commerce, is working on evaluating different RRC sites. This process will be used to survey different boards, compile data and then hold a joint meeting for compiling the different redevelopment sites for recertification.

City DDA meeting

Mr. Storey and Mr. Szokola attended the DDA meeting and discussed the need for lower story dwellings on the back half of a building and the language of C-1 ordinance. The DDA supported this with the approval for the department to move forward.

ZBA recommendation sign ordinance update

Mr. Storey reviewed the sign ordinance presentation document.

The presentation mentioned:

- Grandfathering
- Sunset dates with possible setting by the Planning Commission and City Council, not staff
- Possible tax credit of sign replacement
- Historical value signs
- An appeals process clause

Short term rental presentation

Mr. Storey stated Onekama Township has recently put into effect a short-term rental ordinance.

Mr. Szokola compiled a presentation which was reviewed by Mr. Storey.

Points outlined:

Different types of rental properties; addressing rental issues; websites offering rentals; the rise in demand; pros and cons; revenue increase; policies; options; licensing; management plan; fees; penalties.

Election of Officers

Chair:

Mark Wittlieff turned the meeting over to Kyle Storey during the election of the 2020 Chair.

Commissioner Szymanski nominated Commissioner Wittlieff for Chair. Commissioner Slawinski supported this nomination.

Roll Call vote.

For Mark Wittlieff: Slawinski, Szymanski, Weiner, McBride, Yoder and Wittlieff
Commissioner Wittlieff is the Planning Commission Chair for 2020.

Vice Chair:

Kyle Storey turned the meeting over to Chair Wittlieff to continue with the election of officers.

Commissioner McBride nominated Commissioner Szymanski for Vice Chair.
Commissioner Szymanski nominated Commissioner Slawinski for Vice Chair

Roll Call vote.

For Bob Slawinski: Slawinski, Szymanski, Weiner, Yoder and Wittlieff
For Mick Szymanski: McBride
Commissioner Slawinski is the Planning Commission Vice Chair for 2020.

Secretary:

Commissioner Slawinski nominated Commissioner McBride for Secretary.

Roll Call vote.

For Marlene McBride: Slawinski, Szymanski, Weiner, McBride, Yoder and Wittlieff
Commissioner McBride is the Planning Commission Secretary for 2020.

Appointment of Recording Secretary:

Marlene McBride appointed Nancy Baker for 2020 Recording Secretary.

By-Laws Review

Motion by Commissioner Szymanski, seconded by Commissioner Slawinski to accept the City of Manistee Planning Commission By-laws as written.

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

Yes: Slawinski, Szymanski, Weiner, McBride, Yoder and Wittlieff
No: None

MEMBERS DISCUSSION

Commissioner Slawinski will be unable to attend the Citizen Planner webinar. He will view this at his discretion. Commissioner Szymanski will be unable to view the webinar. He will view this at his discretion. He inquired about the housing presentation from Beckett & Raeder on a prioritized list from them. Mr. Carson stated they will not be presenting this information. He suggested the list be prioritized by the Planning Commission and they may want to look at special use conditions. He stated Marc Miller is working on the redevelopment district. The community will be broken down by parcel size, key street segments etc. and a map will be produced from this information. An

enterprise zone will require a staff person to administer this program as this position has a large workload and staff cannot take this on. A housing position is being sought.

Commissioner Weiner spoke on Benzie townships that are requiring short term rental permits which they are regulating how many people will be allowed in the rental units. She inquired about the ability to amend by-laws if needed. Mr. Carson stated by-laws can be amended at any time in the year.

Commissioner McBride stated short-term rentals should be investigated which are already occurring within the city. Mr. Carson suggested asking full-time residents for feedback on rentals that may be around their area and if they are experiencing any issues and what those issues may be.

Chair Wittlieff inquired about the storage unit gate on 12th Street, temporary city structures and the mining operation on 12th Street. Mr. Storey stated the owners of the storage unit are having issues with the gate company and are seeking help from another source, temporary city structures are an ongoing project and the soil erosion permit for 12th Street mining will be checked into.

ADJOURNMENT

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

MOTION PASSED UNANIMOUSLY. Meeting adjourned at 8:50 pm.

The next regular meeting of the Planning Commission will be held on February 6, 2020.

MANISTEE PLANNING COMMISSION



Nancy Baker, Recording Secretary