

CITY OF MANISTEE PLANNING COMMISSION
SPECIAL MEETING
70 Maple Street
Manistee, MI 49660

MEETING MINUTES
February 20, 2020

A Special Meeting of the Manistee City Planning Commission was held on Thursday, February 20, 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, Roger Yoder, Pamela Weiner and Mark Wittlieff

Members Absent: Marlene McBride

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

APPROVAL OF AGENDA

Motion by Commissioner Szymanski, seconded by Commissioner Slawinski to approve the February 20, 2020 agenda as printed.

With a Roll Call vote this motion passed 5 to 0.

Yes: Szymanski, Slawinski, Yoder, Weiner and Wittlieff

No: None

APPROVAL OF MINUTES

Motion by Commissioner Slawinski, seconded by Commissioner Yoder to approve the September 19, 2019 minutes as printed.

With a Roll Call vote this motion passed 5 to 0.

Yes: Szymanski, Slawinski, Yoder, Weiner and Wittlieff

No: None

PUBLIC HEARING

Monroe Cottages

Public hearing was opened at 7:03 pm

Kendra Thompson, Architect, is working with the Oceana County Housing Commission and the Manistee County Council on Aging regarding the Monroe Cottage Senior Housing concept project at the proposed location north of the new Wagoner Senior Center (the old St Mary's Church). The project has received support and approval from the City Council.

Ms. Thompson outlined the 46 unit proposed project:

- ❖ 23 1-bedroom, 830 sq. ft and 23 2-bedroom, 1000 sq. ft. units, all single story
- ❖ Handicap accessibility in each unit: some will be fully built out as accessible with the rest handicap adaptable
- ❖ Certified green community standard
- ❖ Highly energy efficient
- ❖ Each unit will have a 1 car attached garage
- ❖ Fully equipped with washer/dryer, dishwasher, garbage disposal, air conditioner etc.
- ❖ Back deck and front porch
- ❖ Sidewalks for walkable environment to other units and the Wagner Center
- ❖ Landscaping with vegetation to accent the dune area

Maureen Barry, Senior Center, the development offices will be located in the senior center. The unit's location will make it convenient for seniors to get to the center for meals, activities and services that the center provides.

Ross Field, Oceana County Housing Commission, spoke of their other housing partnerships. This is their 4th development. They also do workforce developments. Their mission is to make a positive impact on the communities they work with.

Ms. Thompson stated the senior housing will be important to the community as it will have a "trickle down" effect to the local housing market.

Public hearing was closed at 7:19 pm

PUBLIC COMMENT ON AGENDA RELATED ITEMS

Public comment was opened at 7:19 pm

Kathy Oberlin, resident of Second and Oak Street, asked what the rent will be based on.

Lynda Beaton, 256 Hughes Street, inquired on the permitting for the units. She questioned if each unit will be required a separate electrical etc. permit or is this 1 permit for the whole project. Mr. Szokola stated the permits are through the building permitting agency as well as the permitting fee schedule. Neither the zoning nor the planning department handle building coding issues.

Rose Gorbach, 224 Grove Street, inquired if the cottages were starting by the Duffy Park area and inquired about the gas wells in the area and if building near them is allowed. Mr. Storey explained they will not be at the Duffy Park location and the DPW have approved the location of the Monroe Cottages.

Public comment closed at 7:27 pm

NEW BUSINESS

Monroe Cottages—Senior Living Development

Ms. Thompson responded to the Planning Commission questions.

- This is a tax credit project, non-subsidized housing. It will be open to the general public. An occupant must be 55 and older.
- Rent will be on a sliding scale based on income. Approximate range of 1-bedroom from \$240 - \$1,000 and 2-bedroom from \$250 - \$1,300, approximately 30% of income.
- One Building permit will be applied for the whole project. (This will be done according to county/state code.)
- The project has been approved for the location which is adjacent to the gas well.
- Municipal utilities. The water service will be new for the development and brought in from the northeast corner to the property.
- Sanitation will be connected through the station which has been approved by the city DPW.
- Cottage colors will consist of white trim and detailing with the intent to have each cottage a different color and each unit a different shade of the cottage color (cottage colors with different shades of blue, beige, yellow and gray).
- Snow removal/lawn care will be the responsibility of the management. Garbage will be curbside pickup. This has not been determined if this will be at each drive or a general location for the units.
- Building phase will be done as 1 development. The general contractor will determine the starting point of the units; possibly starting from the back and working forward. The general contractor will do sub-contracting with local contractors.
- The units will NOT be trailer or modular home construction. There may be some panel parts brought in for some of the construction.
- Addressing will be done through the County Planning Department per the addressing ordinance. The name of the road will follow the County Road ordinance.

Mr. Storey read the Monroe Cottage memo. He stated the list of documents that were presented and reviewed for the Planning Commission. The Planning Commission have different options for the proposed development: grant the application as presented, grant the application with stipulations, table the application to request more information to be presented at the March 5th meeting, or deny the application as presented.

The PC wished to include the following stipulations with the proposed development: a variance allowance of the minimum square footage of the units and distance between units.

Motion by Commissioner Szymanski, seconded by Commissioner Slawinski to accept the proposed development as presented with the stated stipulations.

With a Roll Call vote this motion passed 5 to 0.

Yes: Szymanski, Slawinski, Yoder, Weiner and Wittlieff

No: None

Commissioner Szymanski left the meeting at 7:49 pm.

Mr. Storey requested a break. A break occurred from 7:49 to 7:52 pm.

OLD BUSINESS

None

PUBLIC COMMENTS AND COMMUNICATIONS

Maureen Barry, Senior Center, thanked the Planning Commission for their support on the Monroe Cottage project.

CORRESPONDENCE

None

STAFF

Sign Ordinance Update

Mr. Storey stated a draft for the Sign Ordinance is still ongoing. This draft will be presented at the next Planning Commission meeting on March 5, 2020.

Short-Term Rental Update

Mr. Storey stated a draft with the suggestions from the Planning Commission for the Short-Term Rental is still ongoing. This draft will be presented at the next Planning Commission meeting on March 5, 2020.

Schedule Joint Training night (March 12 or March 19)

Mr. Storey inquired if the Planning Commission would like to participate on March 12 or the 19th for the next session of training. It was brought to the attention of Mr. Storey that a new Citizen Master Planner courses for 2020 was released February 20, 2020. Mr. Storey stated he will look into this. The consensus is to hold the next training on Thursday, March 12, 2020 from 5:30-7:30 pm at 395 Third Street, the Planning Department Building in the Planning Department conference room.

MEMBERS DISCUSSION

Commissioner Yoder inquired about the old Washington School area and the housing project that was proposed to be developed at this location. Mr. Storey stated the plans are being amended. If the plans have major amendments, they must present these new plans to the Planning Commission and go through the approval process for these new plans in the same manner as the previous submittal.

Mayor Zielinski asked if the cottages can be purchased. The response was that they can be purchased by the unit renter after 18 years.

ADJOURNMENT

Motion by Commissioner Slawinski, seconded by Commissioner Weiner that the meeting be adjourned.

MOTION PASSED UNANIMOUSLY. Meeting adjourned at 8:00 pm.

MANISTEE PLANNING COMMISSION


Nancy Baker, Recording Secretary