

CITY OF MANISTEE PLANNING COMMISSION

70 Maple Street
Manistee, MI 49660

MEETING MINUTES

March 5, 2020

A meeting of the Manistee City Planning Commission was held on Thursday, March 5, 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, Marlene McBride, Roger Yoder and Mark Wittlieff

Members Absent: Pamela Weiner

Others: Kyle Storey (City Zoning Administrator), Rob Carson (County Planning Director), Mike Szokola (Planner 1/GIS Tech) and Nancy Baker (Recording Secretary)

APPROVAL OF AGENDA

Motion by Commissioner Slawinski, second by Commissioner Szymanski to approve the March 5, 2020 Agenda as presented.

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

Yes: Slawinski, Szymanski, McBride, Yoder and Wittlieff

No: None

APPROVAL OF MINUTES

There were no corrections or additions to the minutes.

Motion by Commissioner Yoder, seconded by Commissioner Szymanski to approve the February 6, 2020 Planning Commission Meeting minutes as presented.

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

Yes: Slawinski, Szymanski, McBride, Yoder and Wittlieff

No: None

Motion by Commissioner Szymanski, seconded by Commissioner Slawinski to approve the February 20, 2020 Planning Commission Special Meeting minutes as presented.

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

Yes: Slawinski, Szymanski, McBride, Yoder and Wittlieff

No: None

PUBLIC HEARING

None

PUBLIC COMMENT ON AGENDA RELATED ITEMS

Tom Amor, 432 Fourth Street, Amor Signs, stated he and Mr. Storey will be working together on the sign ordinance. He requested an invite to the Sign Ordinance work session but is unaware of a date for this. He read a model sign ordinance code purpose and stated this would be good as an introduction to the City's Sign Ordinance. He stated the reason the Sign Ordinance was reexamined was due to the very confusing wording of the measurement standards. He asked for 2 actions: amend the minutes regarding the Zoning Administrator scheduling a work session for the Sign Ordinance review and to table tonight's Sign Ordinance discussion until a work session can occur.

NEW BUSINESS

Home Based Business – 816 Robinson Street

Mr. Storey stated an application for a home-based business located at 816 Robinson Street was received. The PC received documents pertaining to the business. The PC can accept the application as is, accept the application with stipulations, table the request or deny the application.

Elana Warsen, 816 Robinson Street, is proposing to run a business out of her home by turning household waste into useful material. The compost process is called vermicomposting which is a process using earthworms to compost household waste products such as eggshells, coffee grounds etc. The goal is to have the ability to advertise this business. This process is odorless, earth/environmentally friendly and keeps waste materials out of the landfills.

A presentation with the following information was given.

- the vision is to run the business with the location in a basement spare bedroom
- sell worm castings, use the worms for composting and offering composting kits
- offer education workshops and consulting
- hours of operation may be 9 am to 8 pm, by appointment
- 1 customer at a time
- shipping will be done by placing the worms in a breathable cloth bag inside a cardboard box and mailed using the local post office
- the equipment to be used is a composting tumbler in the designated room

Motion by Commissioner Szymanski, seconded by Commissioner Slawinski to approve the Home-Based business at 816 Robinson Street with the stipulation that if a business sign is desired on the parcel a sign request must come before the City Planning Commission for signage approval.

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

Yes: Slawinski, Szymanski, McBride, Yoder and Wittlieff

No: None

OLD BUSINESS

Iron Works Plan Decision

Mr. Storey stated an application for a special use permit for a marihuana grow facility was received. The PC received documents pertaining to the requested permit. The PC can accept the application as is, accept the application with stipulations, table the request or deny the application.

Mr. Storey stated the following stipulation recommendations from the Planning Department:

- allow 30' easement from the river and have erosion protection
- lighting with cut off fixtures, no lumens crossing property lines
- built per site plan specifications
- soil erosion permit required prior to construction
- sign permit required through the City
must comply with Section 1851 (b)(2), Marihuana Growing Stipulations
2-year permit

Kenneth Armour, Lakeshore Cultivation, spoke of possible future condo development plans. Another possible future development plan would be to utilize some of the space for a farmer's market. He stated that fire suppression is state mandated. The growing facility timeline is to start in 30-60 days. They have their approved state license.

Mr. Storey stated the water use has been approved by the City DPW, any future plans would have to be presented to the PC and the applicant must go through the City process to obtain the marihuana permit.

Mr. Storey reviewed the stipulations.

Motion by Commissioner Szymanski, seconded by Commissioner Yoder to approve the Special Use Permit for 254 River Street with the stipulations.

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

Yes: Slawinski, Szymanski, McBride, Yoder and Wittlieff

No: None

Tabernacle Special Use Permit Extension

Mr. Storey stated an application was received for a special use permit extension as well as a possible amendment, specifically pertaining to their approved parking lot materials and a timeframe for completion of the project. An extension is requested so an amended site plan can be reviewed by the PC regarding the different parking lot changes. The PC received documents pertaining to the requested permit extension. The PC can accept the application amendment of the site plan and extension of the permit for a certain duration of time based on

presented specifics, deny the amendment of the site plan and grant the extension for current stipulations for a certain duration of time or deny an extension thus revoking the Special Use Permit.

Seth Bush, Tabernacle Church Pastor, stated the original plan was for a pervious paver parking lot. The new site plan will include a parcel which is being deeded to the church that will allow additional parking space and access to 1st Street. The church is working with Spicer Group who recommended having an asphalt parking lot. The request is for a 6-month extension to allow time to work with Spicer Group and for them to be able to provide a site plan with a solid drainage plan, retention pond placement etc. They will be working with the DPW in cutting in the curb. The amended site plan will be presented to the PC at the April meeting. The reason for the parking lot change was that research showed the weather in this area will have the pervious paver parking lot lasting about 10 years or less.

Mr. Storey stated with the major site plan changes the possible permit extension would require the need of full approval. This will require going through a public hearing and coming before the PC with the amended site plan.

Motion by Commissioner Slawinski, seconded by Commissioner McBride to approve the Special Use Permit 6-month extension for the Tabernacle Church with the stipulation of the permit extension date from March 20, 2020 to September 20, 2020.

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

Yes: Slawinski, Szymanski, McBride, Yoder and Wittlieff

No: None

Sign Ordinance Draft

Mr. Storey stated version 2 of the sign ordinance draft has a different format style. The version 2 draft will be reviewed on March 10th between the Planning Department and Mr. Amor, Amor Signs.

The Planning Commission tabled the Sign Ordinance Draft of version 2 until the April meeting.

PUBLIC COMMENTS AND COMMUNICATIONS

None

CORRESPONDENCE

None

STAFF REPORTS

Mr. Storey reviewed the non-motorized map explaining the color paths. This is still a project in the works. Mr. Carson stated the plan will have different samples/types of crosswalks options such as pedestrian bridges or tunnels. By working with the school systems, many grants will be available to assist in developing safe crosswalks.

Mr. Storey informed the PC of his departure from the County Planning Department. His last day will be March 13th as he took a position closer to family. Mr. Mike Szokola will replace Mr. Storey as the City Zoning Administrator. Mr. Carson praised Mr. Storey on his work ethic. Mr. Szokola's position has been posted.

MEMBERS DISCUSSION

Commissioner Yoder inquired about the Hollander project. Mr. Carson stated Mr. Hollander is looking to change the building's roof pitch in order to decrease his roof cost. This may change the plans enough to require a public hearing. The Planning Department has not received a plan with desired change therefore the height is unknown. This will be presented to the PC when the information is made available to the Planning Department.

The Planning Commission congratulated Mr. Storey on his future endeavor. They enjoyed working with him and complimented him on his work for the City.

ADJOURNMENT

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

MOTION PASSED UNANIMOUSLY. Meeting adjourned at 8:15 pm.

The next regular meeting of the Planning Commission will be held on April 2, 2020.

MANISTEE PLANNING COMMISSION



Nancy Baker, Recording Secretary

