

City of Manistee
Zoning Board of Appeals
City Hall
70 Maple Street
Manistee, Michigan

There will be a meeting of the City of Manistee Zoning Board of Appeals to be held on Wednesday April 21, 2004 at 5:30 p.m. in the Conference Room, City Hall, 425 Sixth Street, Manistee, Michigan (Old Middle School).

AGENDA

- I Roll Call

- II Public Hearing:
 - 1. Doug & Polly Schlaff, 506 Third Street
 - 2. Brom & Linda deMink, 516 Fourth Avenue
 - 3.

- III Business Session:
 - A. Approval of Minutes (2/12/04)
 - B. Unfinished Business:
 - 1. Doug & Polly Schlaff, 506 Third Street
 - 2. Brom & Linda deMink, 516 Fourth Avenue
 - C. Other Business:
 - 1.

- IV Questions, Concerns of Citizens in Attendance

- V Adjournment

cc: Zoning Board of Appeals Members
Bruce Gockerman, City Attorney
Mark W. Niesen, Building Inspector
Mitch Deisch, City Manager
Julie Beardslee, City Assessor

MEMO

TO: Zoning Board of Appeals Members

FROM: Jon R. Rose 
Community Development Director

DATE: April 7, 2004

RE: Transfer of duties

We are in the process of restructuring duties within the Community Development Department. With the volume of work required of Mark with Building Inspections, Rental Inspections, Sign Permits, blight and nuisance complaints there is a need to shift responsibilities.

The duties of Recording Secretary will be transferred to Denise Blakeslee who is experienced as the Recording Secretary for the Planning Commission. This eliminates the need for Mark to attend the meetings since I will be in attendance.

Denise will also assume more duties in Zoning Administration within the department, allowing Mark the time necessary to fulfill his other duties.

JRR:djb

cc: Mitch Deisch, City Manager

MEMORANDUM

TO: Zoning Board of Appeals Members

FROM: Denise Blakeslee 
Administrative Assistant

DATE: April 8, 2004

RE: Zoning Board of Appeals Meeting, April 21, 2004

The Zoning Board of Appeals will be meeting on Wednesday, April 21, 2004 at 5:30 p.m. for the following requests:

1. Doug & Polly Schlaff, 506 Third Street. Mr. & Mrs. Schlaff are requesting a variance to reduce the front-yard set-back from 25 feet to 15 feet 2 inches to alter the existing carport into a garage (current front-yard set-back is 18 feet 2 inches).
2. Brom & Linda deMink, 516 Fourth Avenue. Mr. & Mrs. deMink are requesting a variance to the rear-yard set-back from 10 feet to 1 foot to construct a deck.

If you have any questions or are unable to attend the meeting, please call me at 723-2558.

REQUEST FOR APPEAL
CITY OF MANISTEE
ZONING BOARD OF APPEALS

Name: DOUG & POLLY SCHLAFF
Address: 506 THIRD STREET
City, State, Zip Code: MANISTEE, MI 49660
Phone Numbers: (work) 723-2547 (home) 723-9021
Agent Name & Phone Number if applicable: _____

FEE FOR APPEAL \$250.00

OFFICE USE ONLY	
Appeal Number: <u>ZBA-2004-037</u>	Date Received: <u>4.5.04</u>
Receipt Number/Fee Amt: <u>5508 250.00</u>	Hearing Date: <u>4.21.04</u>
Zoning District for Property: <u>R-4</u>	Parcel Code Number: <u>304.713.01</u>
Type of Request: <input checked="" type="checkbox"/> Variance Request	
<input type="checkbox"/> Ordinance or Map Interpretation	
<input type="checkbox"/> Appeal from Administrative Decision	
<input type="checkbox"/> Other Authorized Review	

PLEASE NOTE: All questions must be answered. Incomplete applications will be returned to be completed before processing. If additional space is needed, number and attach additional sheets.

State exactly what is intended to be done on, or with the property which necessitates a variance from the Zoning Board of Appeals:

We intend to remove the current one-stall carport and replace it with an attached two-stall garage. A portion of our house is directly behind our carport; therefore we are unable to move the garage back on the property. As a result we are asking for permission to extend the garage not more than 36 inches closer to the front property line than the existing structure. The attached garage would then measure 24 feet deep. The current carport measures 21 feet 3 inches deep.

PROPERTY INFORMATION:

Tax Roll Parcel Code # 51-51- 364-713-01

Property Address: 506 THIRD STREET MANISTEE, MI 49660

Names & Addresses of all other persons, firms or corporations having a legal or equitable interest in the land.

NORTHWESTERN MORTGAGE
325 FIRST STREET MANISTEE, MI 49660

Present use of parcel: PRIMARY RESIDENCE

List of all deed restrictions (attache additional sheets if necessary):

Has a previous appeal been made with respect to this property? Yes No

If a previous appeal, re-zoning or special use permit application was made state the date, nature of action requested and the decision:

DETAILED REQUEST AND JUSTIFICATION:

Please identify each requested variance:

		Required by Zoning	Requested by Appellant
<input checked="" type="checkbox"/>	Front- Yard Set-Back	from **	to
<input type="checkbox"/>	Side-Yard Set-Back	from	to
<input type="checkbox"/>	Side-Yard Set-Back	from	to
<input type="checkbox"/>	Rear-Yard Set-Back	from	to
<input type="checkbox"/>	Waterfront Set-Back	from	to
<input type="checkbox"/>	Height	from	to
<input type="checkbox"/>	Area Requirements	from	to
<input type="checkbox"/>	Off-street Parking	from	to
<input type="checkbox"/>	Other		

** Our home currently sits 18 feet 2 inches from the front property line (19 feet 8 inches from the sidewalk). We are asking for permission to extend our new garage 36 inches closer to the front property line than the existing home.

Please mark all characteristics of your property which require the granting of a variance.

Dimensional information

- | | | |
|-------------------------------------|--------------------|--|
| <input type="checkbox"/> | Too Narrow | _____ |
| <input type="checkbox"/> | Too Small | _____ |
| <input type="checkbox"/> | Too Shallow | _____ |
| <input type="checkbox"/> | Elevation (height) | _____ |
| <input type="checkbox"/> | Slope | _____ |
| <input type="checkbox"/> | Shape | _____ |
| <input type="checkbox"/> | Soil | _____ |
| <input type="checkbox"/> | Subsurface | _____ |
| <input checked="" type="checkbox"/> | Other (Specify) | The distance from the back carport wall to the front of the house is 21 feet 3 inches – too shallow for a 24 foot deep garage. |

Justification

The Zoning Board of Appeals must answer yes to the following four questions to grant an appeal. Please list your justification to each question for the Zoning Board of Appeals.

1. Do special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same Land Use District?

Yes – A portion of our house is directly behind the back wall of the carport, making it impossible to move the garage back on the property.

2. Would the literal interpretation of the provisions of this Ordinance deprive the applicant of rights commonly enjoyed by other properties in the same Land Use District under the terms of this Ordinance?

Yes – Because of the portion of the house behind the carport, it would not be possible to attach a garage that is 24 feet deep without a variance. Other homeowners in the same land use district are able to build an attached garage of this size.

3. The special conditions and/or circumstances are NOT the result of actions taken by the applicant or the previous property owner since adoption of the current Ordinance?

Yes – The special conditions are not a result of actions taken neither by us nor by the previous property owner. To the best of our knowledge, the portion of the house behind the carport was part of the original construction of the home in 1974.

- 4. Would granting of the variance be in harmony with the general purpose and intent of the Ordinance and would NOT be injurious to the neighborhood, or otherwise detrimental to the public welfare?

Yes – The granting of the variance would not be injurious to the neighborhood. The location of the proposed garage – closer to the road than any part of our existing house – would be in harmony with other homes in our neighborhood. Our neighbors directly to the east have an attached garage that extends closer to the road than any other part of their home.

List any other comments in support of the application.

- Please refer to enclosed letter signed by neighbors.

IMPACT ON SURROUNDING LANDS

If your request is granted what would the positive and/or negative impacts of this decision be on the surrounding land and neighbors?

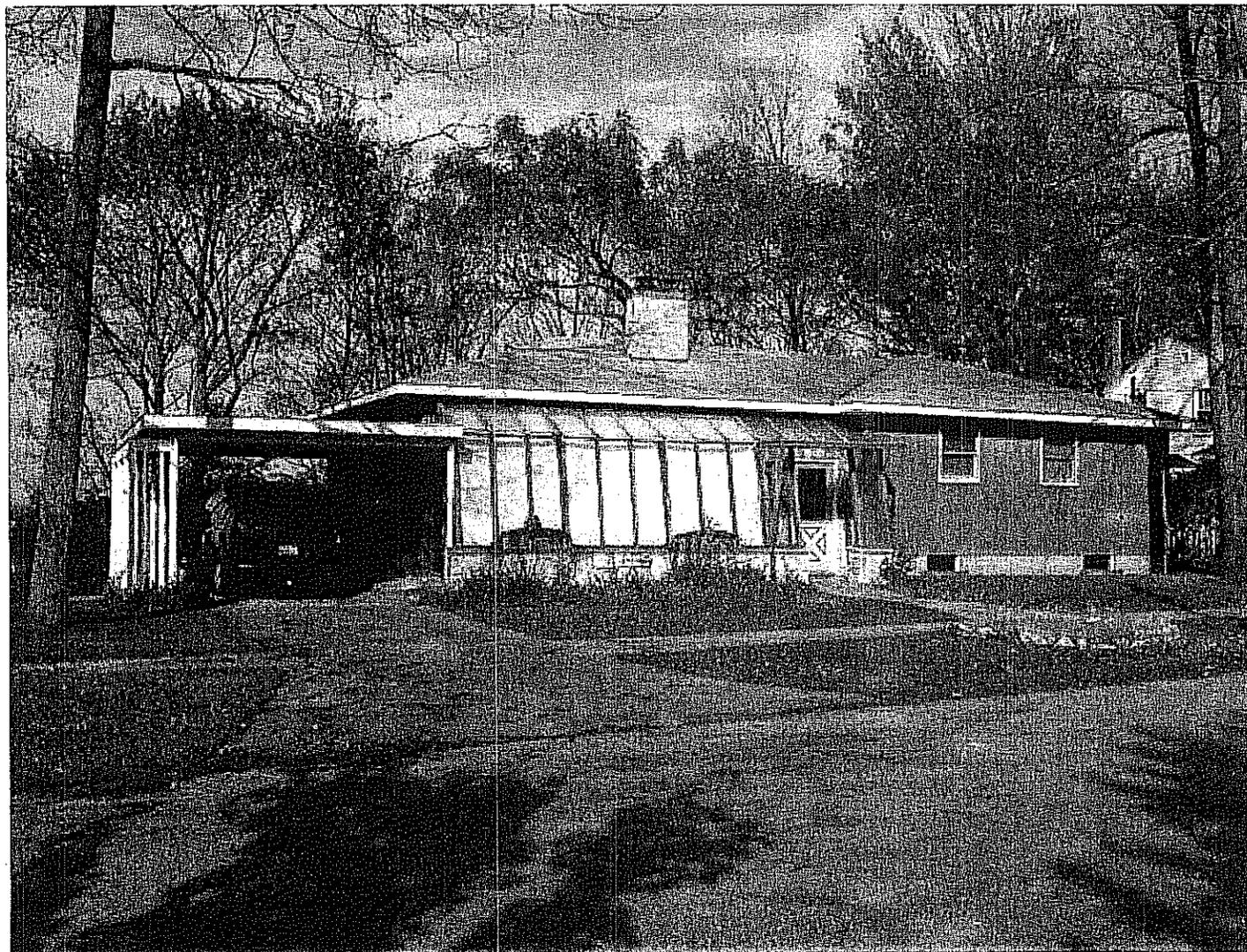
We believe that the granting of this request will have no negative impact on the surrounding land or neighbors. On the other hand, there are potential positive effects if this request is granted. Our proposed plans, which include the new garage as well as cosmetic improvements to the front of the home, would greatly improve its curb appeal. In turn, the value of our home would increase. By improving the overall aesthetics of our home, we are improving the quality of the neighborhood, thus improving the value of our neighbors' homes.

AFFIDAVIT:

The undersigned acknowledges that if a variance is granted or other decisions favorable to the undersigned is rendered upon this appeal, the said decision does not relieve the applicant from compliance with all other provisions of the City of Manistee Zoning Ordinance; the undersigned further affirms that he/she or they is (are) the (owner/lessee/authorized agent for the owner) involved in the appeal and the answers and statements herein contained and the information herewith submitted are in all respects true and correct to the best of his, her or their knowledge and belief. By signing this affidavit permission is given for Zoning Board of Appeals Members to make a site inspection if necessary.

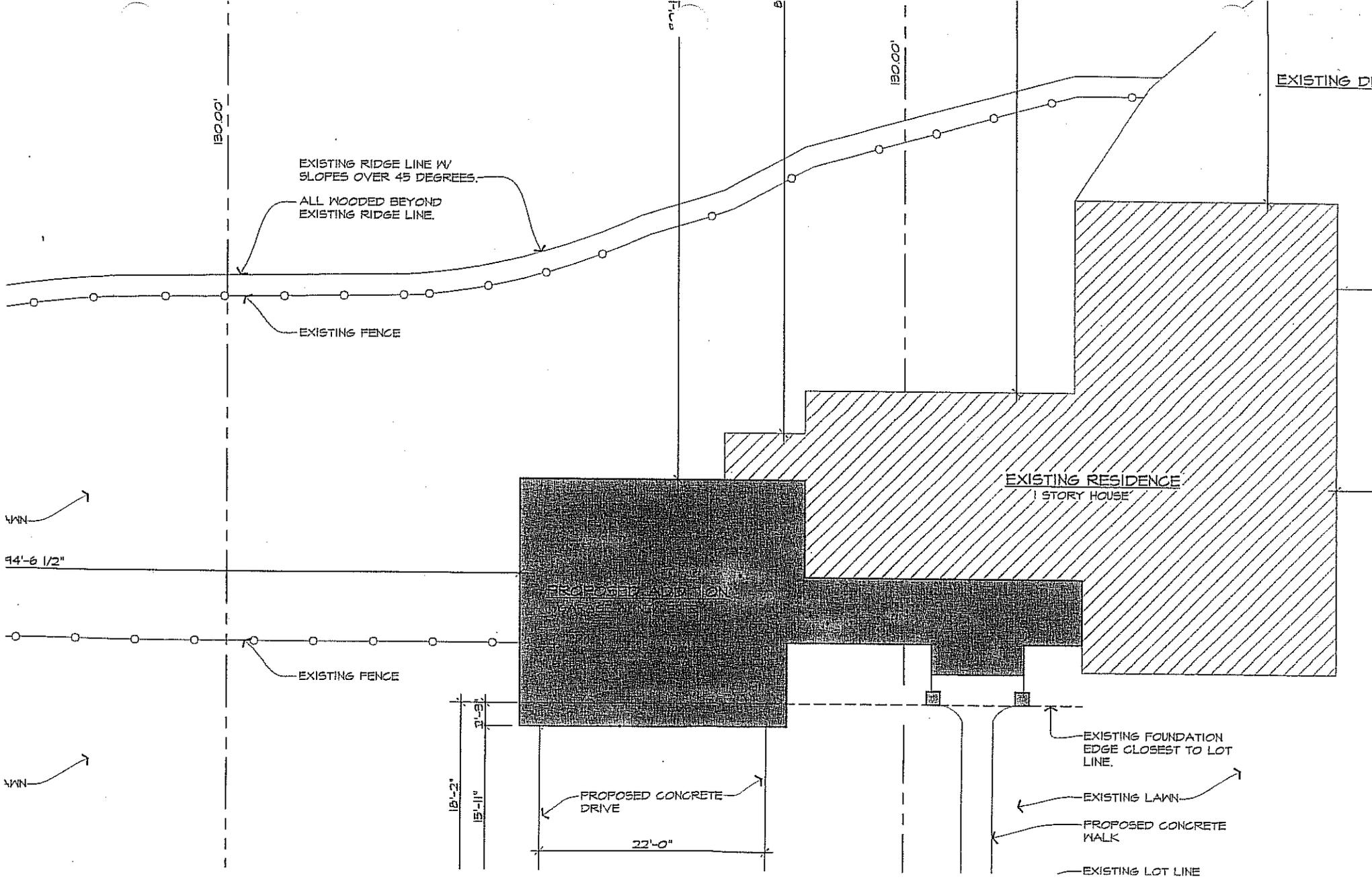
Signature *Doug Schluff* Date 4-5-04
 Signature *Kelly Schluff* Date 4/5/04

Representation at the Public Hearing by either the applicant or agent is encouraged.



506 Third St.

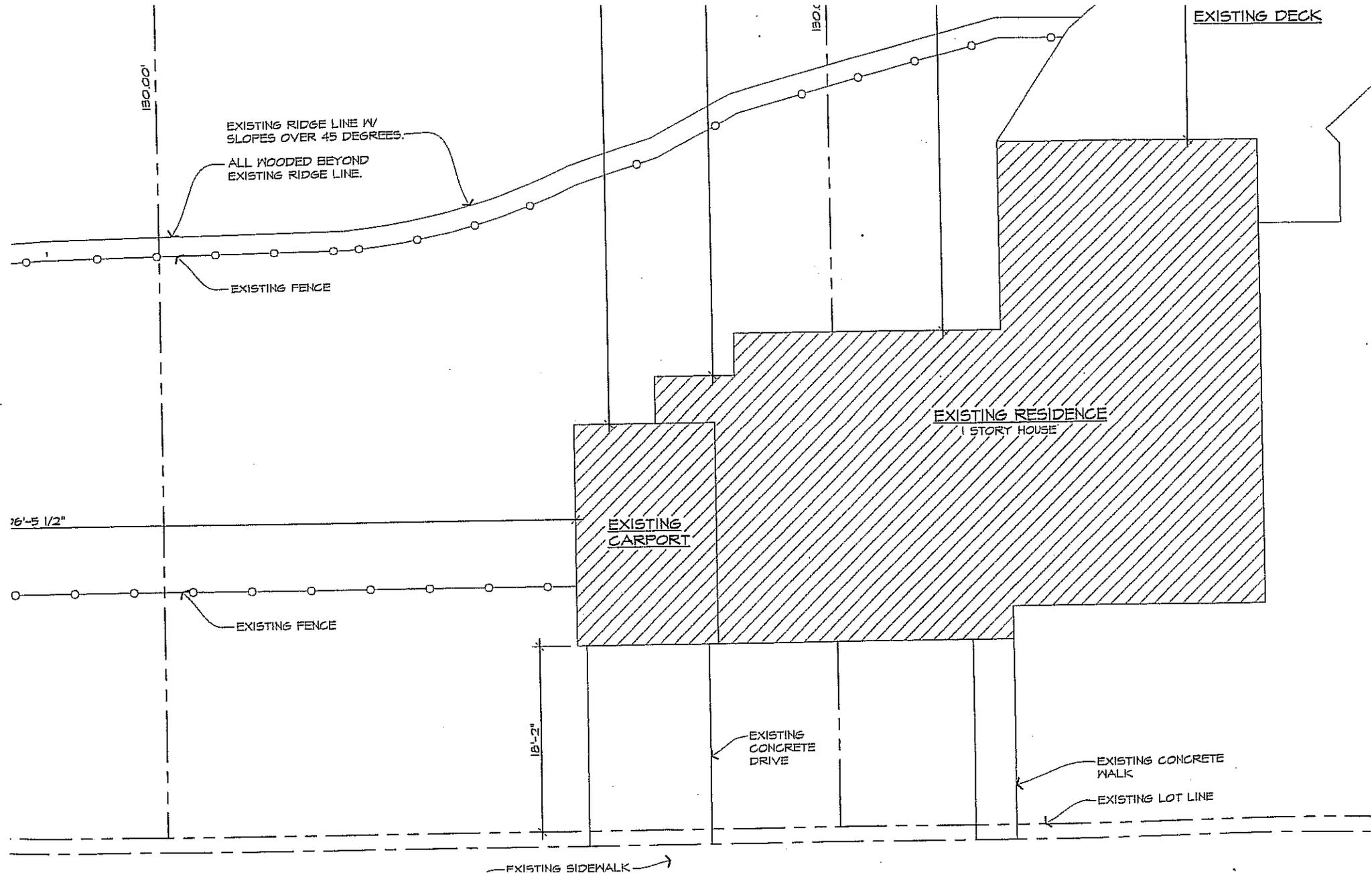
Existing Front Elevation.



WIN

94'-6 1/2"

WIN



EXISTING RIDGE LINE W/
SLOPES OVER 45 DEGREES.

ALL WOODED BEYOND
EXISTING RIDGE LINE.

EXISTING FENCE

EXISTING DECK

16'-5 1/2"

EXISTING FENCE

EXISTING
CARPORT

EXISTING RESIDENCE
1 STORY HOUSE

15'-2"

EXISTING
CONCRETE
DRIVE

EXISTING CONCRETE
WALK

EXISTING LOT LINE

EXISTING SIDEWALK →

Jeannie

Would you please run the following two ads in the next issue? Would you let me know what date? I also need affidavits.

Have a great weekend – and holiday!

NOTICE OF PUBLIC HEARING
City of Manistee Zoning Board of Appeals

The City of Manistee Zoning Board of Appeals will hold a Public Hearing in the Conference Room, City Hall, 425 Sixth Street, Manistee, Michigan (Old Middle School) to consider a request from:

NAME: Doug & Polly Schlaff
506 Third Street
Manistee, MI 49660

LOCATION OF REQUEST: 506 Third Street

ACTION REQUESTED: Variance to reduce the front-yard set-back from 25 feet to 15 feet 2 inches to alter the existing carport into a garage (current front yard set back is 18 feet 2 inches).

DATE/TIME OF HEARING: Wednesday, April 21, 2004, 5:30 p.m.

Interested parties are welcome to attend the hearing, or can comment in writing to: Jon R. Rose, City of Manistee, P.O. Box 358, Manistee, MI 49660, (231) 723-2558.

Jon R. Rose
City of Manistee

Run ad 1 day

Box Ad - Classifieds

Please send an affidavit to: Jon R. Rose
City of Manistee
P.O. Box 358
Manistee, MI 49660

NOTICE OF PUBLIC HEARING
City of Manistee Zoning Board of Appeals

The City of Manistee Zoning Board of Appeals will hold a Public Hearing in the Conference Room, City Hall, 425 Sixth Street, Manistee, Michigan (Old Middle School) to consider a request from:

NAME: Brom & Linda deMink
2866 Bronson Blvd
Kalamazoo, MI 49008

LOCATION OF REQUEST: 516 Fourth Avenue

ACTION REQUESTED: Variance to reduce the rear-yard set-back from 10 feet to 1 foot to construct a deck.

DATE/TIME OF HEARING: Wednesday, April 21, 2004, 5:30 p.m.

Interested parties are welcome to attend the hearing, or can comment in writing to: Jon R. Rose, City of Manistee, P.O. Box 358, Manistee, MI 49660, (231) 723-2558.

Jon R. Rose
City of Manistee

Run ad 1 day

Box Ad - Classifieds

Please send an affidavit to:

Jon R. Rose
City of Manistee
P.O. Box 358
Manistee, MI 49660

Denise Blakeslee
Administrative Assistant
Community Development Department
City of Manistee
70 Maple Street, P.O. Box 358
Manistee, MI 49660
Phone 231.723-2558 Fax 231.723-1546
dblakeslee@ci.manistee.mi.us
www.ci.manistee.mi.us

NOTICE OF PUBLIC HEARING
City of Manistee Zoning Board of Appeals

The City of Manistee Zoning Board of Appeals will hold a Public Hearing in the Conference Room, City Hall, 425 Sixth Street, Manistee, Michigan (Old Middle School) to consider a request from:

NAME: Doug & Polly Schlaff
506 Third Street
Manistee, MI 49660

LOCATION OF REQUEST: 506 Third Street

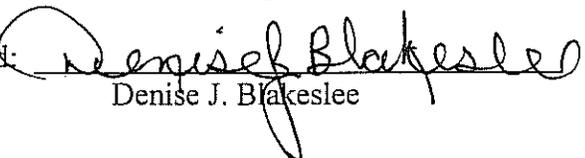
ACTION REQUESTED: Variance to reduce the front-yard set-back from 25 feet to 15 feet 2 inches to alter the existing carport into a garage (current front yard set back is 18 feet 2 inches).

DATE/TIME OF HEARING: Wednesday, April 21, 2004, 5:30 p.m.

Interested parties are welcome to attend the hearing, or can comment in writing to: Jon R. Rose, City of Manistee, P.O. Box 358, Manistee, MI 49660, (231) 723-2558.

This notice was posted by Denise J. Blakeslee to comply with Sections 4 & 5 of the Michigan Open Meetings Act (P.A. 267 of 1976) at 2:00 p.m., Thursday, April 8, 2004 on the door at the north entrance to City Hall.

Signed:


Denise J. Blakeslee

REQUEST FOR APPEAL
CITY OF MANISTEE
ZONING BOARD OF APPEALS

Name: Brom and Linda de Mink
Address: 2866 Bronson Blvd
City, State, Zip Code: Kalamazoo Mi 49008
Phone Numbers: (work) 269-373-4250 (home) 269-373-8823
Agent Name & Phone Number if applicable: _____

FEE FOR APPEAL \$250.00

OFFICE USE ONLY	
Appeal Number: <u>ZBA-200403</u>	Date Received: <u>4-7-04</u>
Receipt Number/Fee Amt: _____	Hearing Date: <u>4-21-04</u>
Zoning District for Property: <u>R-2</u>	Parcel Code Number: <u>262-728.01</u>
Type of Request: <input type="checkbox"/> Variance Request	
<input type="checkbox"/> Ordinance or Map Interpretation	
<input type="checkbox"/> Appeal from Administrative Decision	
<input type="checkbox"/> Other Authorized Review	

PLEASE NOTE: All questions must be answered. Incomplete applications will be returned to be completed before processing. If additional space is needed, number and attach additional sheets.

State exactly what is intended to be done on, or with the property which necessitates a variance from the Zoning Board of Appeals:

PROPERTY INFORMATION:

Tax Roll Parcel Code #51-51- 51-51-262-728-01

Property Address: 516th 4th AVENUE, MANISTEE

Names & Addresses of all other persons, firms or corporations having a legal or equitable interest in the land.

BROM AND LINDA de MINK - 28106 Brownson Blvd, Kalamazoo

Present use of parcel: VACANT LAND

List of all deed restrictions (attache additional sheets if necessary): None

Has a previous appeal been made with respect to this property? Yes No

If a previous appeal, re-zoning or special use permit application was made state the date, nature of action requested and the decision: _____

DETAILED REQUEST AND JUSTIFICATION:

Please identify each requested variance:

	Required by Zoning	Requested by Appellant
<input type="checkbox"/> Front- Yard Set-Back	from _____	to _____
<input type="checkbox"/> Side-Yard Set-Back	from _____	to _____
<input type="checkbox"/> Side-Yard Set-Back	from _____	to _____
<input checked="" type="checkbox"/> Rear-Yard Set-Back	from <u>10'</u>	to <u>1' (deck only)</u>
<input type="checkbox"/> Waterfront Set-Back	from _____	to _____
<input type="checkbox"/> Height	from _____	to _____
<input type="checkbox"/> Area Requirements	from _____	to _____
<input type="checkbox"/> Off-street Parking	from _____	to _____
<input type="checkbox"/> Other	_____	_____

Please mark all characteristics of your property which require the granting of a variance.

Dimensional information

- Too Narrow _____
- Too Small _____
- Too Shallow _____
- Elevation (height) _____
- Slope _____
- Shape _____
- Soil _____
- Subsurface _____
- Other (Specify) _____

Justification

The Zoning Board of Appeals must answer yes to the following four questions to grant an appeal. Please list your justification to each question for the Zoning Board of Appeals.

1. Do special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same Land Use District?

SEE # 1 RESPONSE

2. Would the literal interpretation of the provisions of this Ordinance deprive the applicant of rights commonly enjoyed by other properties in the same Land Use District under the terms of this Ordinance?

SEE # 2

3. The special conditions and/or circumstances are NOT the result of actions taken by the applicant or the previous property owner since adoption of the current Ordinance?

SEE # 3

4. Would granting of the variance be in harmony with the general purpose and intent of the Ordinance and would NOT be injurious to the neighborhood, or otherwise detrimental to the public welfare?

SEE pg 4

List any other comments in support of the application.

SEE ATTACHED

IMPACT ON SURROUNDING LANDS

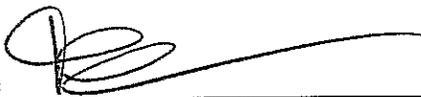
If your request is granted what would the positive and/or negative impacts of this decision be on the surrounding land and neighbors?

SEE IMPACT STATEMENT

AFFIDAVIT:

The undersigned acknowledges that if a variance is granted or other decisions favorable to the undersigned is rendered upon this appeal, the said decision does not relieve the applicant from compliance with all other provisions of the City of Manistee Zoning Ordinance; the undersigned further affirms that he/she or they is (are) the (owner/lessee/authorized agent for the owner) involved in the appeal and the answers and statements herein contained and the information herewith submitted are in all respects true and correct to the best of his, her or their knowledge and belief. By signing this affidavit permission is given for Zoning Board of Appeals Members to make a site inspection if necessary.

Signature



Date

3/29/04

Signature

Date

Representation at the Public Hearing by either the applicant or agent is encouraged.

Good Day Manistee..

I am building two condos on the property at 516 4th Avenue in Manistee. The unit that is on the back part of the property has a planned barbeque deck that protrudes outward from two French doors that open to this deck. The set back to the property line is 10 feet from the back of the unit, however, we would like to fill the distance from the back of the unit to the fence that will proceed along the property line, with this barbeque deck.

This deck will be completely out of view of any neighbors as it will be 4' or so lower than the surrounding fence, so whether or not if this deck is built, there will be **no** visible difference to the neighbors.

I have included a drawing of the variance requested that indicates all components of the condo, the deck, and the fence line (See overview drawing). I have also included a picture of the view the neighbors will see with or without the deck, with a " fence" overlaid on the photo of the view from the neighbor's property.

RESPONSES:

1. Yes, circumstances are existent. The parcel previously had a tear me down home that has been vacant for 15 years or so. We placed our building on the same

footprint of the existing structure which was in proper alignment with the set back requirements. . This existing structure had also utilized this area in the back of the property which we also propose to place this deck upon so nothing "new" is transpiring. The design of the residence selected did not allow a deck area exiting from anywhere other than the back of the building and the property was so small it did not allow us to include this deck or barbeque area in any other location.

Additionally, as we have a neighbors garage and another neighbors shed at a close proximity to our property and probably not in conformity with the 3' rule, we don't mind. I would certainly think that a even less visible item such as a deck hidden by a fence (versus garage) squeezing the limit is ok.

2. Yes we would be deprived of an essential element of a summer residence and that would be a barbeque deck area. It is completely out of sight from any neighbors as its sits below the fence line so it should have no effect on anyone else. There was no place else to build the area on the property, as it is a very small parcel of land.

3. Yes, the circumstances are not our fault. Manistee had passed ordinances that require minimum square footage requirements , after this lot was configured , this building conceived to meet those requirements, which forced us to place the building on the site very close to the setback marks.

This lot after these building requirements was always considered not conforming due to its small size so we had to place the building where it is to meet what we could of the ordinances as they were drawn several years ago. This is a very minor variance request understanding the smallness of the lot . Again, no visible effect will be evident by any neighbor.

4. Yes, there is nothing controversial or injurious to the neighborhood to allow such a passive use or consistent use of a deck that is attached to a house. Its not unusual to have a barbeque deck, its kind of like apple pie, its goes with summertime enjoyment.

IMPACT STATEMENT

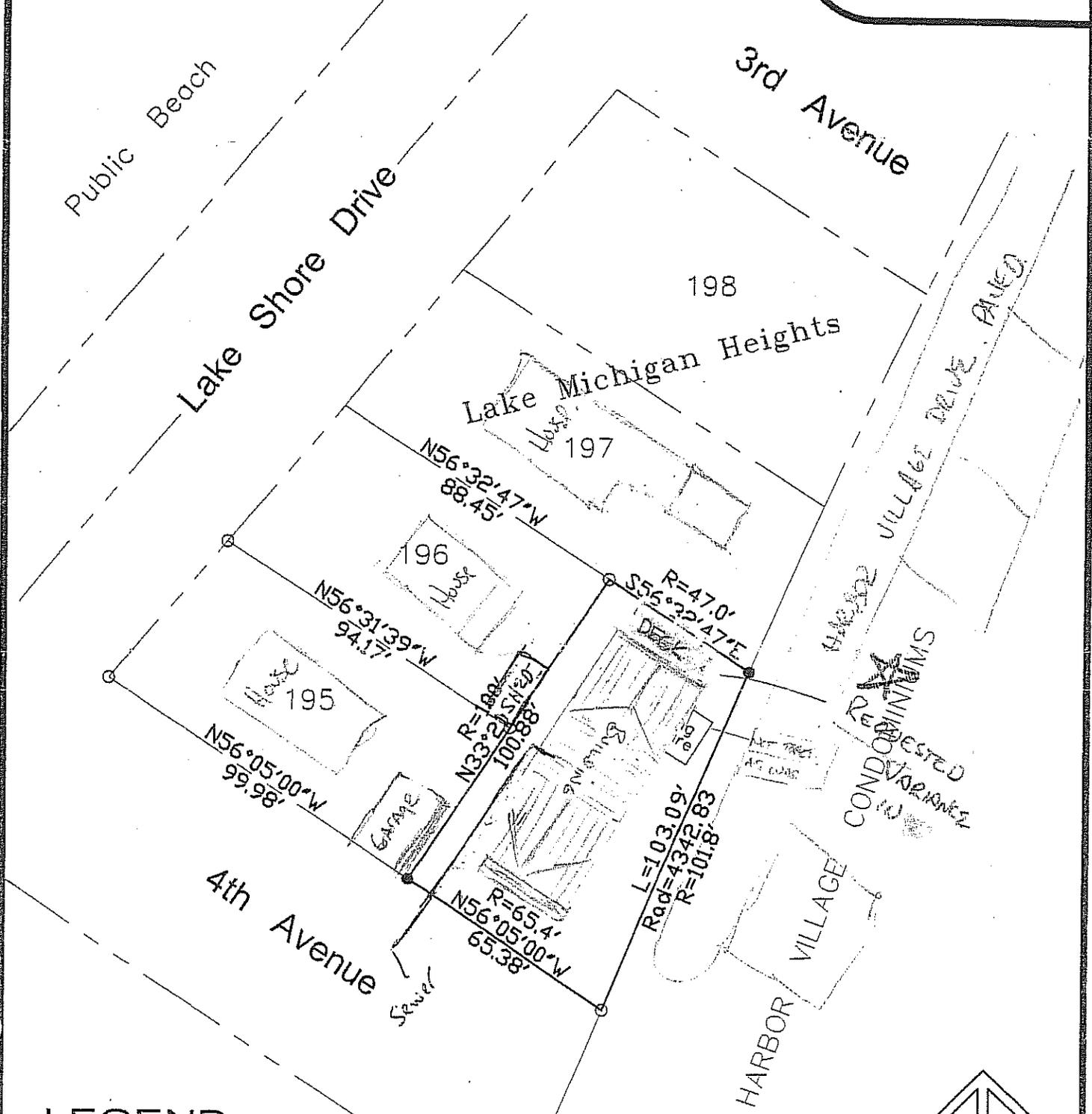
There actually will be no effect on a neighbor with the addition of this deck. It is completely out of everyone's sight, so its proximity to anyone else's property is inconsequential.

Brom Demink
 2866 Bronson Blvd.
 Kalamazoo, Mi 49008

SURVEYOR'S CERTIFICATE

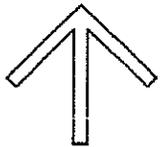
Description:

Lot 194 of the Plat of "Lake Michigan Heights", the
 City of Manistee, Manistee County, State of Michigan



LEGEND
 ○ = FOUND CORNER
 ● = SET CORNER

STATE OF MICHIGAN
 SURVEYOR'S SEAL



NOTICE OF PUBLIC HEARING

City of Manistee Zoning Board of Appeals

The City of Manistee Zoning Board of Appeals will hold a Public Hearing in the Conference Room, City Hall, 425 Sixth Street, Manistee, Michigan (Old Middle School) to consider a request from:

NAME: Brom & Linda deMink
2866 Bronson Blvd
Kalamazoo, MI 49008

LOCATION OF REQUEST: 516 Fourth Avenue

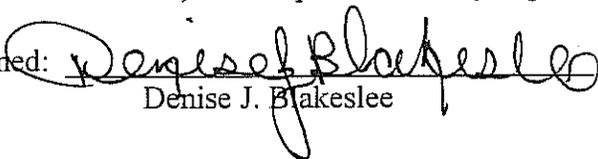
ACTION REQUESTED: Variance to reduce the rear-yard set-back from 10 feet to 1 foot to construct a deck.

DATE/TIME OF HEARING: Wednesday, April 21, 2004, 5:30 p.m.

Interested parties are welcome to attend the hearing, or can comment in writing to: Jon R. Rose, City of Manistee, P.O. Box 358, Manistee, MI 49660, (231) 723-2558.

This notice was posted by Denise J. Blakeslee to comply with Sections 4 & 5 of the Michigan Open Meetings Act (P.A. 267 of 1976) at 2:00 p.m., Thursday, April 8, 2004 on the door at the north entrance to City Hall.

Signed:



Denise J. Blakeslee

Memorandum

TO: Zoning Board of Appeals Members

FROM: Denise J. Blakeslee 
Administrative Assistant

DATE: April 23, 2004

RE: Meeting Minutes

Enclosed please find a draft copy of the meeting minutes from the April 21, 2004 meeting and a copy of the February 12, 2004 minutes as corrected.

Also enclosed is a copy of the 2004 Council Goals from the 2004 - 2005 Budget that Mr. Kracht brought to the last meeting.

Have a nice weekend!

:djb

**CITY OF MANISTEE
MANISTEE, MICHIGAN**

2004 - 2005 BUDGET

ISSUE: 2004 COUNCIL GOALS

Administration and Council held a meeting on December 9, 2003 to discuss 2004 goals. Each of the top goals that received Council votes will be discussed in regards to their impact on the 2004-2005 budget.

One project carried over from the previous years as an ongoing project. This goal was the Wastewater Treatment Plant Expansion. The Wastewater Treatment Plant Expansion continues to move forward, with the referendum vote scheduled for March 30, 2004. The vote will provide direction to the Council and Staff, whatever direction the voter decides. If the vote is rejected the City still needs to regroup and deal with our capacity issues.

1. **Recruit Business / Industry to Industrial Areas.** This goal continues to be at the top of Council's annual goals. We continue to work with Grubb & Ellis on marketing the Renaissance Park, with some but little, interest shown. Additional review of the Protective Covenants may be warranted regarding office / medical buildings. Several lots were sold in the original industrial park this past year. Administration will continue to make this a priority in the upcoming year and will include more reports from Grubb & Ellis before City Council.
2. **Improve City Streets.** This goal will continue to be a challenge in the upcoming year. Limited Act 51 dollars are received by the State of Michigan for repair and maintenance of major and local streets. For the past three years we have utilized local street dollars for replacement of sidewalks. Wade-Trim has been requested to assist the City in finding grant dollars for this goal, there are few opportunities out there. Other avenues are being explored on partnering with the State of Michigan to pave Memorial Drive from Washington Street to US-31, working jointly with Manistee County to apply for Category F dollars, Local Revenue Sharing Board grants, and all other avenues that will provide funds to this line item.
3. **Millage Reduction Without Service Reduction.** This is a laudable goal, I do not know if it is feasible, but definitely commendable. The first step is completion of the Millage Audit Committee. Through this Committee the refuse collection system will be proposed to City Council to be drastically changed this upcoming year. This could result in a significant (1.5 mills) millage reduction.

Current budgets are tight and have been held extremely close to last year's numbers. Increases in revenues will need to be realized in order for millage rates to be reduced, without service being compromised.

4. **Upgrades to Boat Launch / Fish Cleaning Station / Concession Stand.** Recently the City received a grant for extending two ramps at the First Street Boat Launch. The City will match the grant with contributions from the Boat Launch enterprise fund. Two years ago operational improvements were made at the Fish Cleaning Station that included regular washing and de-

sanitizing the dumpster. This has greatly reduced the odor situation. Staff will look at necessary upgrades to the Concession Stand this fiscal year.

5. **Smart Light at Twelfth and Maple Street.** Administration will again review this issue with Wade-Trim to identify possible funding. A Local Revenue Sharing Board grant for public safety will be drafted for the September 2004 grant round.
6. **Maple Street Bridge Electrical Upgrades.** This project is a very high priority for staff to aggressively look for State / Federal funds to assist with this project. The Critical Bridge Grant application was filed in the Fall 2003. Since this time staff has contacted the Governor's Office, and the United States Corps of Engineers looking for assistance to make the necessary upgrades to the electrical system.
7. **Repair Marina Restroom Defects.** Administration is currently working with the City Engineer to determine the reason for the defects and the cost associated with repairing them. Depending on the price for repairing the facility, it may be necessary to use funds budgeted in the 2003-04 fiscal year and the 2004-05 fiscal year for First Street and Fifth Avenue bathroom repairs. Once cost estimates are received, more information will be brought to City Council.
8. **Solve Renaissance Zone Vacancy Issue.** Marketing of this facility remains to be quite a hurdle. I believe Grubb & Ellis has expanded our marketing capability, but still no lots have been sold. Possibly we need to again review the Protective Covenants to explore including the acceptable use of offices. This will need to be discussed with both Manistee County and Manistee Township. Administration will continue to work on this issue as we have, with an emphasis on taking a totally different look at this area than we have in the past. Maintaining the same outlook will only bring the same results.
9. **Draft a Mission Statement for the City.** The City Manager will ask for a Council volunteer to assist with drafting a Mission Statement that will be brought before the Council for their approval.
10. **Develop a Bike Path System.** Currently there is a Bike Path Committee within the Planning Commission. Administration will work with this Committee to further their discussion.

**CITY OF MANISTEE
2004 ANNUAL GOAL SETTING SESSION
DECEMBER 9, 2003**

RANK	VOTES RECEIVED	GOAL / IDEA	APPROXIMATE COST'S
OGP		Wastewater Treatment Plant Expansion	\$9,000,000
1	6	Recruit Business/Industry to Industrial Areas	TBD

1	6	Improve City Streets	TBD
2	3	Millage Reduction w/o Service Reduction	TBD
2	3	Upgrades to Boat Launch, Fish Cleaning Station, Concession Stand	Jack
2	3	Smart Light at Twelfth & Maple	\$30,000
2	3	Maple Street Bridge Electrical Upgrades	\$295,000
3	2	Update / Correct Structural Defects at Marina Restroom	Jack / Brian
3	2	Solve Renaissance Zone Vacancy Issue	TBD
3	2	Development Mission Statement for City	No Cost
3	2	Develop Bike Path System	TBD
4	1	Review Status of NIA Building	TBD
4	1	Properly Stripe Streets	Jack
4	1	Control Deer Herd	TBD
4	1	Community Recycling Program	TBD
OGP	0	City Directional Signage	Mitch
-	0	Continue to Update & Initiate Improvements to Morton Park	
--	0	Vastly Improve City Website	
--	0	Digital Ortho Photography - Purchase	
--	0	Review Historic Overlay Ordinance	
--	0	Twelfth Street to Cherry - Create & Improve	
--	0	Consultant to Identify & Obtain Grants - Brownfield	
--	0	Improve / Beautify Douglas First Street Beach	
--	0	Scan / Computerize Documents	
--	0	Engineering Review of Fire Hall / DPW	
--	0	Paint Water Tank	
--	0	Curbs & Sidewalks Throughout City	
--	0	Attempt to Move Man-Made Purchase Forward	

-	0	Increase Council Compensation to \$25-30 K annually per member	
--	0	Obtain Funds / Develop Plan for CSX Relocation	
-	0	Development Plan / Initiate Barrier Free Access to Beaches, Parks, Boat Launch	
-	0	Starting Building Inspections Locally	
-	0	Make Repairs to Riverwalk & Improvements	
-	0	Tracking of and Follow-up of Incoming calls to City Offices	
-	0	Compensation for Various Committee Members	
-	0	Feasibility Study for Municipally Owned / Operated Electrical Facility	
-	0	Initiate Progress of Updating Charter	
-	0	Have all Voting Done by Accu-Vote	
--	0	Dispose of City Holdings that are not Utilized	
-	0	Remove all Roof Drains from Commercial Buildings	
-	0	Handrail fixed at North Beach Access	
-	0	Develop / Initiate Training Session on Land Uses & Parliamentary Procedures - Committees	
-	0	Study Replacement of Meter Head to Radio Head	
-	0	Professional Analysis of Staffing Needs for the next Five Years	
-	0	Investigate Funding Sources for Streetscape from River Street to Ramsdell Theatre	
-	0	Fix Failed Crosswalks (Streetscape)	
-	0	Design Logo / Theme for all City Signage	
-	0	Improve all Parks	

OGP = On Going Project

TBD = To Be Determined

RESULT: