

MANISTEE CITY PLANNING COMMISSION

Meeting of Thursday, April 5, 2007
7:00 p.m. -Council Chambers, City Hall, 70 Maple Street,
Manistee, Michigan

AGENDA

I Call to Order

II Roll Call

III Approval of Agenda

At this time the Planing Commission can take action to approve the April 5, 2007 Agenda.

IV Approval of Minutes

At this time Planning Commission can take action to approve the March 1, 2007 meeting Minutes.

V Public Hearing

VI New Business

Presentation by Jeremy Howe, Air Quality Specialist, Little River Band of Ottawa Indians.

At this time Mr. Howe will give an overview of the Little River Band of Ottawa Indians Air Quality Program.

VII Old Business

VIII Public Comments and Communications concerning Items not on the Agenda

At this time the Chair will ask if there are any public comments.

IX Correspondence

At this time the Chair will ask if any correspondence has been received to be read into the record.

X Staff Reports

At this time the Chair will ask Staff for their report.

XI Members Discussion

At this time the Chair will ask members of the Planning Commission if they have any items they want to discuss.

XII Worksession

XIII Adjournment



PLANNING AND ZONING
COMMUNITY DEVELOPMENT
231.398.2805
FAX 231.723-1546
www.ci.manistee.mi.us

MEMORANDUM

TO: Planning Commissioners
FROM: Denise Blakeslee 
DATE: March 29, 2007
RE: April 5, 2007 Planning Commission Meeting

Commissioners, enclosed is your packet for the April 5, 2007 Planning Commission Meeting. Mr. Jeremy Howe, Air Quality Specialist for the Little Rive Band of Ottawa Indians will give an overview of their Air Quality Program.

We do not have any other requests on the agenda. If you are unable to attend the meeting please call me at 398-2805.

:djb



Northwest Michigan Council of Governments

Let Our Resources Work For You.
• Employment • Business • Community

Chairman: Larry C. Inman
Workforce Development
Board Chairman: David R. Adams
Director: Alton M. Shipstead

March 27, 2007

MEMORANDUM

TO: Local Governments in Benzie and Manistee Counties
FROM: Patty O'Donnell
RE: Lake Michigan Joint Planning Project Summary

Enclosed, please find copies of the Joint Planning Project Summary to distribute to your Planning Commissions, Boards, and staff.

If you or any elected or appointed official would like assistance in looking further into planning jointly with neighboring governments, please feel free to contact me at 231-929-5039 or via email at podonnel@nwm.cog.mi.us.

Thank you for your time and consideration.

Finding Common Ground: Exploring Opportunities for Joint Planning Benzie and Manistee Counties

The **Northwest Michigan Council of Governments** was awarded a grant from the Michigan Coastal Management Program, Michigan Department of Environmental Quality, through funding from the National Oceanic and Atmospheric Administration. This grant was utilized to implement the **Lake Michigan Joint Planning Options in Benzie and Manistee Counties** project to inform the master planning and zoning process by educating and working with local officials about planning options for water resources protection.

The Northwest Michigan Council of Governments implemented this project with funding from:

1. MI Coastal Management Program, DEQ, National Oceanic and Atmospheric Administration
2. Northwest Michigan Council of Governments

And, in-kind donations from the Northwest Michigan Council of Governments, New Designs for Growth, MSU Extension, and the workshop participants and speakers. Project activities that took place:

- Informed the master planning and zoning process by educating and working with local officials on a regional basis.
- Worked with the eight (8) townships, two (2) cities, and three (3) villages bordering Lake Michigan - townships of Lake, Crystal Lake, Gilmore, Blaine, Arcadia, Onekama, Manistee, and Filer; the cities of Manistee and Frankfort; and the villages of Elberta, Onekama, and Eastlake.
- Held three workshops in each county in September, October, and November of 2006, with one full project area workshop in January 2007:
 - 1) **Training session:** Training on the legislative options and opportunities for the townships, city; and villages; the presentation of scientific data and facts (local nonprofit, environmental organization staff); maps of the sub-region; and local ordinance assessment.
 - 2) **Work session:** A facilitated strategy session on local ordinance assessment, technical assistance; and capacity building
 - 3) **Action session:** Development of action strategies; discussion regarding potential model ordinances, joint planning amendments, and/or overlay districts

During the workshops, the participants identified common issues, barriers to working jointly, and suggested solutions which are listed below:

Workshop Speakers:

- Benzie County Watershed Management Plans: Kyle Axtell, Benzie County Conservation District
- Watershed Activities in Benzie and Manistee Counties: Conservation Resource Alliance
- Manistee River Watershed Initiative: Marty Holtgren, Little River Band of Ottawa Indians
- Benzie County Comprehensive Development Plan: Dave Neiger, Benzie County Planning Department
- Manistee EnVision: Manistee Community Foundation, Karen Bruchan

- Joint Planning Process – Bear Lake, Bear Lake Township, Pleasanton Township: Partnerships for Change: Land Information Access Association, Joe VanderMeulen; Bernie Ware, Pleasanton Township
- Water/wastewater Responsibility and Infrastructure and Local Government Roles: Mike Stifler, Michigan Department of Environmental Quality
- Michigan Natural Features Inventory Resources: Jennifer Olson, Conservation Scientist - Environmental Review; Michigan Natural Features Inventory, Michigan State University Extension
- Crystal Lake Overlay District and Stormwater Runoff Control Activities: Crystal Lake Watershed Association, Stacey Daniels

What are the Common Issues?

- E. Coli Issues in Herring Lake
- Pesticides and Fertilizers
- Groundwater Contamination
- Brownfields Redevelopment – only partial cleanups occurring

Lake Michigan shoreline, inland lakes, rivers, streams, ponds

- Algal blooms in Betsie Bay and Lake Michigan
- Fertilizing of lawns on the lakes and streams
- Access to the bodies of water for the public
- Preservation of sand dunes
- Permitting in line with the Great Lakes policies

Transportation Issues

- Sludge, algae, and weeds at the areas where Michigan Department of Transportation culverts are filling up
- Traffic

Sewage/Wastewater

- Adequate infrastructure for higher density development in urban areas
- Septic systems near or around the lakes
- Wastewater treatment
- Septic system issues

Stormwater

Land Use

- Preservation of view corridors
- Regulate billboards
- Enforcement of zoning ordinances and no permits after the fact
- Wind energy apprehension
- US 31 corridor south of Manistee
- Agricultural support

Wetlands

- Better management around inland lakes

Cooperation across boundary lines

- Lack of intergovernmental cooperation
- Enforcement

Zoning for the Environment

1. *Federal and State Regulations for Lake Michigan*
2. *Setbacks for inland lakes, rivers, streams, ponds*
3. *Greenbelts*
4. *Regulations for flood plains*
5. *Regulations for wetlands*
6. *Regulations for erosion-prone areas/soil erosion/stormwater runoff*

Lake Michigan/Inland Lakes, Rivers, Streams, Ponds

- **Setbacks/Lot sizes**
Setbacks from bodies of water in Benzie County are generally 25-200 ft. and in Manistee County 20-200 ft., with many lot sizes listed
- **Vegetation – buffers, strips**
Generally 35 ft. with criteria
- **Manipulation of Shorelines**
- **Shoreline overlay**
A way for coastal communities to use existing zoning for protection

Stormwater

- County/Local Government Stormwater Ordinances
- Sample Soil Erosion and Sedimentation Control Ordinance – State of Michigan
- Stormwater Management Regulation Samples – Tip of the Mitt Watershed Council
- Watershed Management Plans
- Multi-jurisdictional Watershed Agreement

Sewage/Wastewater

- New available technologies
- Onsite Waste Water Task Force
- Department of Environmental Quality
- Grants/Loans
- Planned Unit Development Requirements
- Historical Sites and Pollution

General Water Quality Protection

- Opportunities for Water Resource Protection Workbook checklist
- Water quality, wetlands, and floodplain protection map to provide valuable natural resource information to guide future development
- Density transfers to allow higher density on areas outside the water quality and floodplain protection areas to avoid development
- Conservation easements

Smart Growth Tactics/Using Joint Planning Authorities

1. Coordinated planning
2. Take a fix-it-first approach/ Revitalization
3. Encourage low impact development
4. Land bank authorities
5. Allow mixed use zoning
6. Provide more transportation options
7. Avoid large lot zoning districts
8. Enact farmland and open space ordinances

Cooperation Across Boundary Lines

- Bring zoning in alignment with neighboring governments
- Adopt the same ordinances, amendments
- Watershed Agreements
- Share enforcement
- Form Joint Planning Commission(s)

BARRIERS TO IMPLEMENTATION

1. Not being able to think outside the box
2. Private property concept/not for the larger cause
3. Not utilizing the County Master Plan for goals, objectives, etc.
4. Budgets
5. Dependence on citizen volunteers – great and single failure; hard to take criticism; hard to see through to a greater problem
6. Distrust, fear, personal objectives – trying to share a vision; overcome fear
7. Public input not much
8. Not in My Backyard
9. Competition for tax base dollars
10. Density and affordable housing
11. Farmers outnumbered
12. Tax base protection
13. Administrative issues
14. Loss of control
15. Farming costs and free trade
16. Time

Suggested Solutions

- Intergovernmental Agreements
- Citizen Planner Training
- Peer Pressure – ex. Crystal Lake and Watershed Association
- Michigan Department of Transportation Planning with the Community
- Betsie River Natural Rivers requirements for other areas
- Joint Master Planning and Zoning – ex. Bear Lake, Bear Lake Township, Pleasanton Township

The Northwest Michigan Council of Governments would like to thank all the local governments and the public for participating in this Joint Planning Project. Also, thank you to all the speakers who gave presentations on watershed information and projects.

Also, any local governments who would like assistance in looking further into planning jointly with neighboring governments, please feel free to contact Patty O'Donnell, Regional Planner, Northwest Michigan Council of Governments, 231-929-5039 or via email at podonnel@nwm.coq.mi.us.

Master Plan Review Committee Notes for April 3, 2007 Meeting

PRESENT: Maureen Barry, Eric Gustad, Roger Yoder

OTHERS: Jon Rose and Denise Blakeslee

FINISHED REVIEW OF CHAPTER 4 - TRANSPORTATION

Traffic Counts - Will call Dan Lund at MDOT to get current traffic count information to update section and table 4-1.

Other State Trunklines - Will remove M - 110 (No longer in existence).

Non-Motorized Transportation - Will reference document that the Non-Motorized Transportation Committee will be developing.

CHAPTER 5 - CITY UTILITIES

Updated as follow:

Like streets and transportation systems, utilities represent a major public investment and have a direct impact on the distribution and intensities intensity of land use. When planned in accordance with Master Plan goals, utilities can provide an effective means to help guide development along preferred development paths.

Water and Well-Head Protection Programs

The City water supply is derived from four (4) production wells located immediately southwest of the City in Filer Township and on well located miles N.E. at the City of Manistee County Blacker Airport Property. Generally, a combination of two (2) or more wells are necessary to produce the average day of the peak month demand of approximately 2 million gallons per day MGD.

According to a recent water system study, the City has enough supply and storage capacity to meet projected demands and to sustain anticipated levels of future growth. The study however noted that fire suppression flows for certain parts of the City, including the —55 The airport well helps boost flows to Manistee County Jail, Medical Care, West Shore Medical Center, the Oaks Correctional Facility and Renaissance Park. and the downtown commercial district, were inadequate due to a series of 4" mains that cannot deliver the necessary water volumes. According to the report, an estimated \$4 million worth of recommended improvements would help alleviate the system's current deficiencies. The study noted further that the City's water supply system was operated in a safe manner, assisted by the City's participation in a Wellhead Protection Program.

The adoption of Manistee's *Wellhead Protection Program* dates from April 2000. The program was initiated in part, by the discovery of elevated levels of chlorides in the vicinity of the City's wellfield.

Other contaminants that could potentially pose a threat to the City's water supply include: salts, fertilizers, pesticides, nitrates and ~~leeches~~ ~~leachates~~ from nearby brine wells and septic systems. The Wellhead Protection Plan outlines a series of precautionary measures and best management practices designed to lessen or prevent both the introduction of new contaminants, and the migration of known contaminants, into the City's underground aquifer.

It is important that future zoning initiatives offer adequate protective measures for the City's system of wells, including proper isolation distances, ~~and~~ ~~controls on area land uses,~~ ~~and like factors.~~ It is also important that the City consider measures to curb potential vandalism of the wellhead sites.

~~This~~ ~~The~~ Master Plan endorses the City of Manistee Wellhead Protection Program and efforts associated with the provision of safe and adequate potable water supplies for the City. Further, ~~the~~ ~~this~~ plan recommends the implementation of zoning regulations to protect ground water supplies to meet the needs of current and future residents, businesses, and industrial users.

Sewer

A 1997 sewer overflow study recommended \$1.3 - \$1.5 million worth of improvements to the City's wastewater collection system. These improvements are designed to help prevent the periodic sewer discharges that have plagued Manistee Lake over the years. Proposed system improvements include *an additional retention basin??*, additional transport sewers, and expanded capacity of the City's wastewater treatment plant. ~~An alternative proposal presented in the study suggested the possible future separation of the City's sanitary and storm sewer components. This could be done on either a complete or partial basis depending on cost and land acquisition factors.~~ ~~The City began an aggressive sewer separation program to remove storm water from the sanitary system. This program is scheduled to be completed in 20~~ but is ahead of schedule.

Storm Sewer

As indicated above, the City has examined and programmed improvements leading to the separation of sanitary and storm sewer components in order to improve the efficiency of the ~~sanitary sewer system~~ and to reduce or eliminate unnecessary discharges to the sanitary sewer system. ~~The plan recommends that future developments fully consider and program on-site systems capable of~~ ~~This plan recommends the development of a storm water control ordinance supporting the proper containment and disposition of storm water.~~

Provision of Utilities to Neighboring Communities

The growth and development of the townships adjacent to the City are somewhat dependent on the provision of utility services. Historically, the adjoining units have examined the options of implementing their own utility services or the utilization of those of the City of Manistee. Generally, the cost of developing and maintaining independent facilities exceeds those of connecting to the systems provided by the City. Manistee has been willing to provide utility services predicated on service fees considered fair and reasonable given the historic investments of the City in developing and operating its utility systems.

The Master Plan recommends that the City of Manistee cooperate with the adjoining units of government in the provision of municipal water and sanitary sewer services. The provision of services should be based on a financial arrangement which adequately compensates the City for the services provided, recognizing the historic financial resources provided by the City in developing and upgrading the systems to modern standards.

CHAPTER 6 - TOWNSHIP AND CITY - PLANNING RELATIONSHIPS

Begin review of Chapter 6. Will contact Charter Township of Filer and Manistee Township for copies of their plans for the members to review. Add Manistee Lake to Planing Areas of Common Interest List.

Lists will be revised once plans are reviewed. Will delete duplication of list items.

OTHER

Dave Crockett will be unable to serve on the sub-committee because of the amount of time he is spending on getting his Citizen Planner Certification. Discussed Dave's absence and decided not to replace him at this time in the hope that he will be able to serve on the committee in the future.

Discussed the time line for getting the plan done. It looks as if it will take around 18 months instead of 12 months as originally planned. Will work on getting the items on the pending Task List taken care of so that we are able to have "Draft Chapters" for the Planning Commission as a whole to review.

Copies of the latest Citizen Survey and Envision Manistee document will be copied and given to the members to review. Chapter 8 - Guiding Issues and Plan Goals will need to be updated and this information must first be reviewed. Will need to determine how many public hearings need to be held and how to incorporate the information.

Will need to review the Planning Act to determine noticing requirements and time schedules. Williams and Works will review the document once we have a "good draft" for them. Funds for review are limited and the majority of the work will need to be done in house.

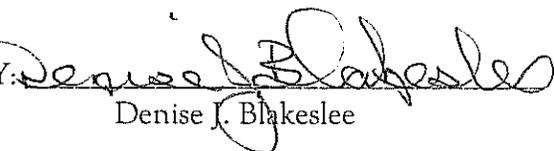
Existing Land Use Map needs to be updated. Will need to determine when that can be completed.

NEXT MEETING

Due to the volume of documents the committee needs to review prior to the next meeting we will not schedule a meeting until after the May 3, 2007 Planning Commission Meeting. Copies will be prepared and sent to members as soon as available.

Meeting adjourned at 5:20 p.m.

PREPARED BY:


Denise J. Blakeslee