

MANISTEE CITY PLANNING COMMISSION

Meeting of Thursday, February 3, 2011
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 Planning Commission can take action to approve the February 3, 2011 Agenda.

IV Approval of Minutes

At this time Planning Commission can take action to approve the January 6, 2011 meeting Minutes.

V Public Hearing

PC-2011-01, Manistee Place LDHALP and the Woda Group, LLC - Special Use Permit for Planned Unit Development (PUD)

A request has been received from Manistee Place LDHALP and the Woda Group, LLC for a Special use Permit for a Planned Unit Development (PUD) for the Apartment Complex (commonly known as Chalet West Apartments) at 297, 301, 303, 305, 307 & 309 Fifth Avenue. The amendment would allow the construction of a community building for the apartment complex.

At this time the Chair shall open the hearing.

The Applicant shall present any comments and explanation of the case.

City Staff shall give their report

The hearing will be opened for public comments

The hearing will be closed

PC-2011-02, Street Vacation - Cedar Street Hill between Second Street and Third Street

Preliminary Planning for the Cedar Street Sewer Separation Project has indicated that it would be desirable to close "Cedar Street Hill" to traffic between Second Street and Third Street.

At this time the Chair shall open the hearing.

The Applicant shall present any comments and explanation of the case.

City Staff shall give their report

The hearing will be opened for public comments
The hearing will be closed

PC-2011-03, Street Vacation - Angle Street between 526 First Street and 540 First Street (Waterworks Museum)

Preliminary Planning for the Cedar Street Sewer Separation Project has indicated that it would be desirable to vacate the "Angle" Street between 526 First Street and 540 First Street (Waterworks Museum).

At this time the Chair shall open the hearing.
The Applicant shall present any comments and explanation of the case.
City Staff shall give their report
The hearing will be opened for public comments
The hearing will be closed

VI Public Comment on Agenda related items

At this time the Chair will ask if there are any comments from the Public in Attendance relating to items on the agenda.

VII New Business

PC-2011-01, Manistee Place LDHALP and the Woda Group, LLC - Amend Special Use Permit for Planned Unit Development (PUD)

A Public Hearing was held earlier in response to a request from Manistee Place LDHALP and the Woda Group, LLC for a Special use Permit for a Planned Unit Development (PUD) for the Apartment Complex (commonly known as Chalet West Apartments) at 297, 301, 303, 305, 307 & 309 Fifth Avenue.

At this time the Planning Commission can adopt a resolution to approve/deny a Special Use Permit for a Planned Unit Development (PUD), Case PC-2011-01 to allow the construction of a community building for the apartment complex.

PC-2011-02, Street Vacation - Cedar Street Hill between Second Street and Third Street

Preliminary Planning for the Cedar Street Sewer Separation Project has indicated that it would be desirable to close "Cedar Street Hill" between Second Street and Third Street.

At this time the Planning Commission could take action to make a recommendation to City Council to close Cedar Street to traffic between Second Street and Third Street.

PC-2011-03, Street Vacation - Angle Street between 526 First Street and 540 First Street (Waterworks Museum)

Preliminary Planning for the Cedar Street Sewer Separation Project has indicated that it would be desirable to close the "Angle" Street between 526 First Street and 540 First Street (Waterworks Museum).

At this time the Planning Commission could take action to make a recommendation to City Council to vacate the "Angle" Street between 526 First Street and 540 First Street (Waterworks Museum).

VIII Old Business

Sub-Committee Appointments

According to the By-Laws of the City of Manistee Planning Commission the Chair will appoint members of the Planning Commission to serve on Sub-Committee's of the Planning Commission. Chairman Yoder was absent at the January Meeting.

At this time Chairman Yoder will make Sub-Committee Appointments.

Former Harbor Village Sales Office, 100 Marina Drive - Parcel Split

A request was received at the September Planning Commission Meeting for a Parcel Split that would remove the former Harbor Village Sales Office, 100 Marina Drive from parcel 51-202-300-00.

At this time the Planning Commission could take action on the request to split the former Harbor Village Sales Office, 100 Marina Drive from Parcel 51-202-300-00.

Medical Marihuana

The Planning Commission can continue their discussion on Medical Marihuana.

IX Public Comments and Communications

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

X Correspondence

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

XI Staff/Sub-Committee Reports

At this time the Chair will ask Staff for their report.
At this time the Chair will ask if any of the Sub-Committees have anything to report.

XII Members Discussion

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

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: January 27, 2011
RE: February 3, 2011 Planning Commission Meeting

Commissioners, the following items are on the February 3, 2011 Planning Commission Meeting Agenda:

Public Hearing/New Business:

PC-2011-01, Manistee Place LDHALP and the Woda Group, LLC - Amend Special Use Permit for Planned Unit Development (PUD) - A request has been received from Manistee Place LDHALP and the Woda Group, LLC for an amendment to a Special Use Permit for a Planned Unit Development (PUD) for the Apartment Complex (commonly known as Chalet West Apartments) at 297, 301, 303, 305, 307 & 309 Fifth Avenue. The amendment would allow the construction of a community building for the apartment complex.

PC-2011-02, Street Vacation - Cedar Street Hill between Second Street and Third Street - Preliminary Planning for the Cedar Street Sewer Separation Project has indicated that it would be desirable to close "Cedar Street Hill" to traffic between Second Street and Third Street.

PC-2011-03, Street Vacation - Angle Street between 526 First Street and 540 First Street (Waterworks Museum) - Preliminary Planning for the Cedar Street Sewer Separation Project has indicated that it would be desirable to vacate the "Angle" Street between 526 First Street and 540 First Street (Waterworks Museum).

Old Business:

Sub-Committee Appointments - According to the By-Laws of the City of Manistee Planning Commission the Chair will appoint members of the Planning Commission to serve on Sub-Committee's of the Planning Commission.

Former Harbor Village Sales Office, 100 Marina Drive - Parcel Split - This request was postponed to allow the applicant to submit additional information.

Medical Marihuana - The Planning Commission will continue to discuss issues relating Medical Marihuana.

If you are unable to make the meeting please call or leave a message 398-2805.



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MEMORANDUM

TO: Planning Commissioners
FROM:  Jon R. Rose, Community Development Director
DATE: January 26, 2011
RE: Manistee Place/The Woda Group LLC

Commissioners, we have received a request from Manistee Place/The Woda Group. This is for a PUD for the property commonly known as Chalet West Apartments on Fifth Avenue. The Complex is currently located on three parcels. This is one of the oldest Apartment Complex's in the City and the facility is starting to show its age.

The Wodo Group have made an offer to purchase the property and intend to make numerous updates to the facility. The request is for a Planned Unit Development that would allow the addition of a community building.

The Site Plan Review Committee reviewed the request at a meeting on December 22, 2010. A Public Hearing has been scheduled and a copy of the application and supporting documents are enclosed.

Staff review of the request resulted in the following conditions in the event the Planning Commission were to approve the PUD:

1. Upon purchase of the property the three parcels will be combined into one parcel.
2. Before issuing the Special Use Permit a Permanent Easement will be signed addressing the encroachment of Melitzer Street and Sixth Avenue on the property.
3. Upon final Engineering Special Groundwater Protection shall be addressed in accordance with Section 2203.D.24.
4. Bike racks will be provided for each parking area or building.

JRR:djb



SPECIAL USE PERMIT APPLICATION
For a Planned Unit Development

Manistee Place LDHALP
Applicant AND THE WODA GROUP
223 Huber Village Blvd Suite 100
Address
Weslerville Ohio; 43081
City, State, Zip Code
Phone Numbers (Work) 614-396-3200
cell
(Home) 989-464-8195

FOR OFFICE USE ONLY:

Case number PC-2011-01
Date Received
Fee Received \$750-
Receipt Number
Hearing Date 2-3-11
Action Taken
Expiration Date of Permit

Attn: Craig Patterson
MINIMUM FEE FOR SPECIAL USE PERMIT FOR A PLANNED UNIT DEVELOPMENT
\$750.00

A Special Use application for a Planned Unit Development shall be submitted and processed according to the following procedures:

PUD Application. A planned unit development application shall be submitted to the Planning Commission for review, analysis, and recommendation. An application fee is required and shall be non-refundable. The City Council shall by resolution establish the amount of the application fee. All land for which application is made must be owned by or under the control of the applicant, and the parcel must be capable of being planned and developed as one integral unit including any non-contiguous parcels. The application must be signed by all applicants and must contain the materials described in this Section. Failure of the applicant to provide such requested information in a timely manner may delay the process of review. The following shall accompany a planned unit development special use application, unless waived by the Planning Commission:

- 1. A detailed narrative description of the applicant's intent and objectives (physical, social, and environmental). [X] Attached
2. A certified boundary survey and legal description of the property. [X] Attached
3. A statement of present ownership of all land contained in the PUD. [X] Attached
4. Population profile for the development. [X] Attached

**PUD Application-Chalet West
Manistee, Manistee County, Michigan
December 13, 2010**

Narrative: The Woda Group, LLC is requesting a special use permit application for a Planned Unit Development (PUD) in support of the rehabilitation of Chalet West in Manistee. The rehabilitated community will be called Manistee Place and will have 46 rehabilitated tax credit units designed for families. The Owner of the property will be Manistee Place Limited Dividend Housing Association Limited Partnership.

USDA Rural Development has categorized Chalet West as a distressed property and is in full support the rehabilitation efforts. Manistee Place is a "shovel ready" project. Construction is anticipated to begin by September 1, 2011.

The development is located at 297 Fifth Avenue and is in close proximity to downtown and other important amenities for families including schools, retail, healthcare facilities, banks, and restaurants. The development is situated on 3.4 acres of elevated land near the downtown and overlooking the Manistee River.

Although Chalet West is relatively well maintained, much work needs to be done to elevate the property to today's standards and expectations. The scope of work for the rehabilitation is extensive and includes adding many modern amenities to the units such as microwave range hoods, dishwashers, central air conditioning, as well as energy efficiency "green" features such as additional insulation, new windows and new Energy Star appliances. When the project is complete, the units will appear new, with increased energy efficiency and will be well suited for many more years of use. In addition, a community building is proposed for use by tenants and their guests. The rehabilitation work will make the units and the property as a whole a high quality affordable housing option for families.

The development is located on three parcels of land just south west of the historic downtown in an established neighborhood with views of the Manistee River and Lake Michigan. There are several well maintained owner occupied single family homes in the area. There are six residential buildings on the site containing all 46 family units. Once the rehab work is complete, there will be 82 on-site parking spaces including 6 handicapped spaces.

A special use permit for a PUD is being requested by the developer of this project. A reclassification of the zoning to PUD will allow the addition of a community building plus rectify any building set-back discrepancies that exist under the current zoning.

There are and will continue to be 2 studios, 14 one-bedroom units; 24 two-bedroom apartment units and 6 two bedroom townhome units. Amenities will include dishwashers, ranges, refrigerators, central air conditioning/heating, energy efficient windows, window treatments, and carpeting throughout. In addition, outdoor recreational amenities will be upgraded and additional sidewalks added to include a public sidewalk on Fifth Avenue.

**PUD Application-Chalet West
Manistee, Manistee County, Michigan
December 13, 2010**

Construction costs for this project are estimated at \$2,600,000 and financing will be through several sources including MSHDA, USDA/RD and commercial lenders.

The Manistee Place development team consists of the following members:

Owner:	Manistee Place LDHA LP
Managing Member:	Manistee Place GP, LLC
Developer:	The Woda Group, LLC
General Contractor:	Woda Construction, Inc.
Management Agent:	Woda Management & Real Estate, LLC
Architect:	P.C.I. Design Group, Inc., Douglas E. Weatherby, AIA
Legal:	Mary Levine, Levine Law Group
Accountant:	Stemen, Mertens, Stickler CPAs & Associates

Boundary Survey: An ALTA survey has been ordered with an anticipated completion date of early January 2011.

Present Ownership: Manistee Place LDHALP has entered an option agreement with the current Owner(s) of Chalet West Apartments.

Population Profile: Manistee Place will be a family community targeted to families with low to moderate incomes (approximately 60% AMI). The current Chalet West tenants are already subjected to USDA/RD restricted rents and qualify for residency based on income. These residents will be encouraged to remain in the Manistee Place development and a plan will be adopted by the new Owner to assure safe and comfortable housing for them during the construction period.

Proposed Financing: Financing for the acquisition and construction will come from a number of sources including USDA R/D, MSHDA administered Section 42 tax credits, Owner contributions, and a construction loan from Huntington National Bank.

Development Staging: Construction will occur in one phase and will take approximately one year to complete.

Estimated Impact: The aesthetic appeal and quality of life for all stakeholders will be significantly improved as a result of this rehabilitation. It is expected that the vast improvements to the property will be widely recognized by citizens of the City and the County and will lead to increased occupancy and stability for the project. During construction, Woda Construction, Inc. will act as the General Contractor but a majority of the trades will be contracted to local and regional contractors and suppliers.

Waste Emissions: Construction practices and procedures will be per local and State standards. The Woda Group and Woda Construction have developed over 115 residential communities

**PUD Application-Chalet West
Manistee, Manistee County, Michigan
December 13, 2010**

(similar to the proposed Manistee Place) in a 10 state region over the past 20 years. Eight of these communities have been built in Michigan during the last 5 years.

Market Feasibility: A third party Market Study will be initiated by MSHDA prior to Closing. Given the historical occupancy for Chalet West, it is believed there will be no challenges finding and maintaining a healthy tenant base after rehabilitation.

Other Pertinent Information: A community building has been proposed for the development. This building will be used primarily by tenants and their families and on occasion for tenants and their guests. The addition of the community building will improve the Owner's chance for funding by their investors and MSHDA.

Site Plan: A preliminary site plan has been provided with this submission. A detailed site plan is currently being completed by the architect.

End: 12/13/2010

5. Proposed financing.
 Attached
6. Development staging.
 Attached
7. Estimated impact of the proposed development on roads, schools, and utilities, including water and sewer, fire protection and emergency services.
 Attached
8. Waste emissions and methods of handling smoke, dust, noise, odors, liquid and solid wastes, and vibrations, if applicable.
 Attached
9. Market and economic feasibility.
 Attached
10. Such other information pertinent to the development or use.
 Attached
11. Twelve (12) copies of a Preliminary Site Plan, that includes all the requirements of Article 22 plus:
 - a. A scale drawing of the site and proposed development thereon, including the date, name and address of the preparer, a certified boundary survey and legal description of the property.
 Attached
 - b. Property parcel number (from the Assessment Roll of the City).
 Attached *on survey*
 - c. Existing and proposed topography of the site at two (2) foot contour intervals, its relationship to adjoining land, and proposed changes in topography.
 Attached
 - d. Illustration of existing natural and man-made features, existing land use and zoning for the entire site and surrounding area within one hundred (100) feet.
 Attached *- on survey*
 - e. All water features, springs, streams and creeks, lakes and ponds, wetlands, and flood plains.
 Attached *- will be shown on survey*
 - f. Proposed setbacks from property lines and building separations distances.
 Attached
 - g. Locations, heights and sizes of existing and proposed structures and other important features.
 Attached *- proposed is same as existing*

- h. A rendering of the exterior elevation of the proposed buildings and structures, on-site parking, sidewalks, and travel lanes.
 Attached
- i. A land use tabulation summary shall be provided indicating types of uses, acreage for each land use, number of units, densities and land use intensities.
 Attached
- j. The percentage of land covered by buildings, parking and landscape open space, or preserved open space.
 Attached
- k. Dwelling unit density where pertinent.
 Attached
- l. Location of public and private rights-of-way and easements contiguous to and within the proposed development which are planned to be continued, created, relocated or abandoned, including grades and types of construction of those upon the site.
 Attached
- m. Curb-cuts, driving lanes, parking, and loading areas.
 Attached
- n. Location and type of drainage, sanitary sewers, storm sewers, and other facilities.
 Attached
- o. Location and nature of fences, landscaping and screening. The proposed landscape massing, open spaces and their intended use, active and passive recreation facilities pursuant to the landscaping and buffering standards of Section 531.
 Attached
- p. Signage characteristics and on-site illumination.
 Attached *Location of the 2 signs are on site plan.*
- q. The location of all existing trees having five (5) inches or greater diameter at breast height, identified by common or botanical name. Trees proposed to remain, to be transplanted or to be removed shall be so designated. Cluster of trees standing in closed proximity (3-5 feet or closer) may be designated as a "stand" of trees, and the predominant species, estimated number and average size shall be indicated.
 Attached
- r. Any additional material information necessary to consider the impact of the project upon adjacent properties and the general public, as may be requested by the Planning Commission.
 Attached *- in narrative*

CERTIFICATION AND AFFIDAVIT:

→ via option to purchase agreement

The undersigned affirm(s) that he/she/they is/are the owner, leasee, owner's representative, contractor involved in the application; and that the information included in this application is correct. Further, if the request is approved, the applicant will comply with all of the requirements of the City of Manistee Zoning Ordinance and certifies that measures proposed to mitigate adverse impacts will be completed in a timely fashion.

The undersigned, by signing the Application, agrees to pay any and all fees and escrow payments in full as provided in Article 27.

Signature (s) of Applicant (s): Paul Gray

Dated 12-13-10

By checking this box permission is given for Planning Commission Members to make a site inspection if desired. - We will need to notify ownership prior to a visit.

yes no Please indicate if the applicant will be tax exempt, applying and/or eligible for tax abatements, credits, or deferments for this proposed project.

If yes, explain: We would like to request a payment in lieu of taxes (PILOT)

Site Plan Information required in Application:

Project Name: Manistee Place

- A. Detailed Site Plan. A detailed site plan shall be required for all uses other than those that may submit a basic site plan. Detailed site plan shall include twelve (12) copies of all required information, one 11x 17 size copy of request, and and twenty-five (25) copies of any documents rendered in color. It shall be prepared by an Engineer, Architect, Landscape Architect or Planner licensed to work in Michigan and shall include and illustrate at a minimum the following information:
1. A scale drawing of the site and proposed development thereon, including the date, name, address and professional seal of the preparer. In no instance shall the scale of the drawing be greater than one inch equals 20 feet nor less than one inch equals 200 feet. One copy shall be submitted in a photo-reduced form on 17" x 11" paper.
 Included
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]
 2. The scale of the drawing and north arrow.
 Included
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]
 3. A vicinity map illustrating the property in relation to the surrounding street system.
 Included - ON Survey
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]
 4. Topography of the site and its relationship to adjoining land illustrated at 2-foot contours and including an area extending 100 feet from the parcel boundary.
 Included
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]
 5. Existing man-made features, including buildings, fences, landscaping, parking, screening and the locations, heights and footprint of each.
 Included
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]
 6. Illustration of all proposed improvements and buildings, fences, landscaping, parking and screening, including location, height, footprint of each.
 Included
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]
 7. Setback lines and their dimensions.
 Included
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]
 8. Percentage of land covered by buildings and impervious surfaces and that reserved for open space.
 Included
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]

Project Name: Manistee Place

9. Dwelling unit density where pertinent; including a density schedule demonstrating number of each dwelling type, if applicable.
 Included
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]
10. Project phasing, if applicable. — *not applicable*
 Included
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]
11. Location of public and private rights-of-way and easements contiguous to and within the proposed development which are planned to be continued, created, relocated or abandoned, including grades and types of construction of those upon the site.
 Included
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]
12. Curb-cuts, driving lanes, parking and loading areas, including the number of parking spaces and parking calculations; vehicular circulation patterns and features, location and size of all parking spaces and the identification of service lanes and parking.
 Included
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]
13. Curb-cuts and driveways on adjacent properties.
 Included *as indicated on survey*
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]
14. Location and type of drainage, sanitary sewers, storm sewers and other facilities, including surface and subsurface drainage for all impermeable surfaces on the site and all drainage calculations.
 Included *no new utilities except sewer tap for Community Building*
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]
15. Existing and proposed water main, sanitary and storm sewer, natural gas, electric, telephone, cable television and other utilities, the proposed location of connections to existing utilities and any proposed extensions thereof.
 Included
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]
16. Proposed changes to the topography of the site illustrated at no greater than two (2) foot contours.
 Included
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]
17. Soil erosion and sediment control measures which include preventative soil erosion devices or measures, both during and after any site work related to the development.
 Included
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]
 not applicable because it is existing

Project Name: Manistee Place

18. Detail on proposed signage including an illustration of all proposed signs, their surface area, height and nature of illumination, in accordance with Article 21.
 Included
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]
19. A lighting plan in conformance with Section 525.
 Included
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]
20. A written and illustrated landscape plan prepared in accord with Section 531 of this Zoning Ordinance.
 Included
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]
21. If the parcel is a result of a parcel division undertaken after the adoption of this Ordinance, the site plan shall illustrate all structures and buildings, drawn to scale located on the previously undivided property.
 Included not applicable
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]
22. Any additional material information necessary to consider the impact of the project upon adjacent properties and the general public as may be requested by the Zoning Administrator or the Planning Commission.
 Included no impact to adjacent since this is a rehab of existing buildings.
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]
23. Any required approvals, permits, changes or modifications required by any applicable regulatory agency.
 Included we will request permits for the rehab of existing buildings plus the new construction of community Bldg.
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]
24. Special Groundwater Protection shall be subject to Section 2203.D.24
 Included
 Waived by _____ [Planning Commission reserves the right to require the information at a later date]
 request a waiver until we complete final engineering
- The Zoning Administrator may, with the approval of the Planning Commission, waive the submission of materials outlined in this Section if such materials are determined to be not applicable to the proposed Special Use or relevant to the consideration of the Planning Commission.

MANISTEE PLACE

MANISTEE, MICHIGAN

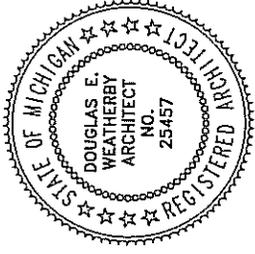
SITE DEVELOPMENT DATA

BLDG. TYPE	NO.	1 BR	1 BR HC	2 BR	2 BR HC	TOTAL	REMARKS
297 & 303	2	0	0	6/12	0	12	1 STORY BLDG.
301	1	6/6	2/2	0	0	8	1 STORY BLDG.
305	1	7/7	1/1	0	0	8	1 STORY BLDG.
307	1	0	0	6/6	0	6	1 STORY BLDG.
309	1	0	0	12/12	0	12	1 STORY BLDG. W/ SERVICE BLDG.
TOTAL	6	13	3	30	0	46	

TOTAL UNITS = 46

LAND AREA 143,383.3 S.F. 3.29 ACRES
 10.5% BUILDING 30.5% IMPERVIOUS SURFACES 58.9% OPEN SPACE
 DENSITY 3,117.03 S.F./UNIT 13.98 U/A
 PARKING 83 SPACES 1.8 SPACES/UNIT

CONSTRUCTION TYPE: SLAB ON GRADE, WOOD FRAME W/ BRICK VENEER
 AND VINYL SIDING. I.B.C. CONSTRUCTION TYPE: 5-B
 OCCUPANCY: FAMILY. I.B.C. OCCUPANCY: R-2



MANISTEE PLACE
 MANISTEE, MICHIGAN

COVER SHEET

PC DESIGN GROUP, INC. 229 HIGHER VILLAGE BLVD. SUITE 110, WESTERVILLE, OHIO 43081 PHONE: 614-396-1265 FAX: 614-396-1268
 PROJECT NO. 2001-001
 SHEET NO. CS

CERTIFICATE OF SURVEY

LEGAL DESCRIPTION: EXHIBIT "A" OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY FILE NO. 10-1253

SITUATED IN THE CITY OF MANISTEE, COUNTY OF MANISTEE, AND STATE OF MICHIGAN:

PARCEL 1: LOTS 6 AND 7 OF BLOCK 1 OF S.W. FOWLER'S ADDITION, ACCORDING TO THE RECORDED PLAT THEREOF, SECTION 11, TOWN 21 NORTH, RANGE 17 WEST.

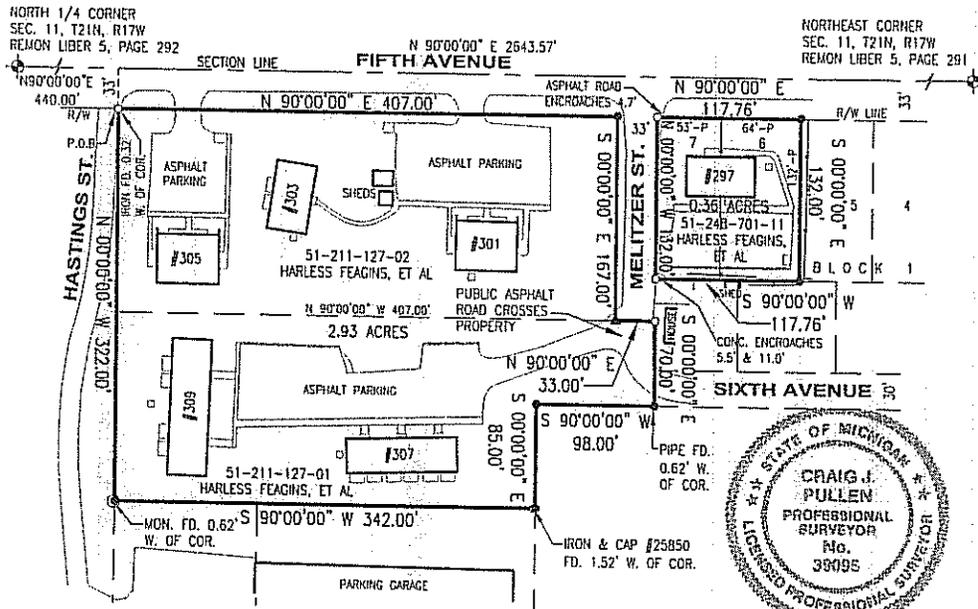
PARCEL 2: THAT PART OF GOVERNMENT LOT 1 DESCRIBED AS FOLLOWS: COMMENCE 880.0 FEET EAST AND 200.0 FEET SOUTH OF THE NORTH 1/4 CORNER OF SECTION 11, TOWN 21 NORTH, RANGE 17 WEST, THENCE SOUTH 70.0 FEET; THENCE WEST 90.0 FEET; THENCE SOUTH 85.0 FEET; THENCE WEST 342.0 FEET; THENCE NORTH 155.0 FEET; THENCE EAST 440.0 FEET TO THE POINT OF BEGINNING.

PARCEL 3: THAT PART OF GOVERNMENT LOT 1 DESCRIBED AS FOLLOWS: COMMENCE 440.0 FEET EAST AND 33.0 FEET SOUTH OF THE NORTH 1/4 POST OF SECTION 11, TOWN 21 NORTH, RANGE 17 WEST, THENCE EAST 407.0 FEET; THENCE SOUTH 167.0 FEET; THENCE WEST 407.0 FEET; THENCE NORTH 167.0 FEET TO THE POINT OF BEGINNING.

BEING MORE PARTICULARLY DESCRIBED AS:

LOTS 6 AND 7 OF BLOCK 1 OF S.W. FOWLER'S ADDITION TO THE CITY OF MANISTEE, ACCORDING TO THE RECORDED PLAT THEREOF, SECTION 11, TOWN 21 NORTH, RANGE 17 WEST, MANISTEE COUNTY, MICHIGAN, AND ALSO

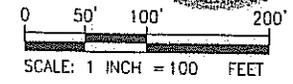
THAT PART OF GOVERNMENT LOT 1 DESCRIBED AS COMMENCING AT THE NORTH 1/4 CORNER OF SAID SECTION 11; THENCE EAST ALONG THE NORTH SECTION LINE 440.00 FEET; THENCE SOUTH 33.00 FEET TO THE POINT OF BEGINNING; THENCE EAST 407.00 FEET; THENCE SOUTH 167.00 FEET; THENCE EAST 33.00 FEET; THENCE SOUTH 70.00 FEET; THENCE WEST 90.00 FEET; THENCE SOUTH 85.00 FEET; THENCE WEST 342.00 FEET; THENCE NORTH 322.00 FEET TO THE POINT OF BEGINNING. CONTAINING 3.29 ACRES.



All dimensions are in feet and decimals thereof.

I hereby certify that I have surveyed the parcel(s) of land described and delineated hereon, that the ratio of closure is 1 in 5000 and that this survey complies with the requirements of Act 132 P.A. 1970, as amended.

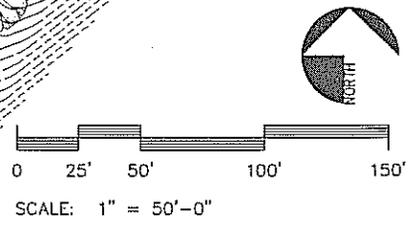
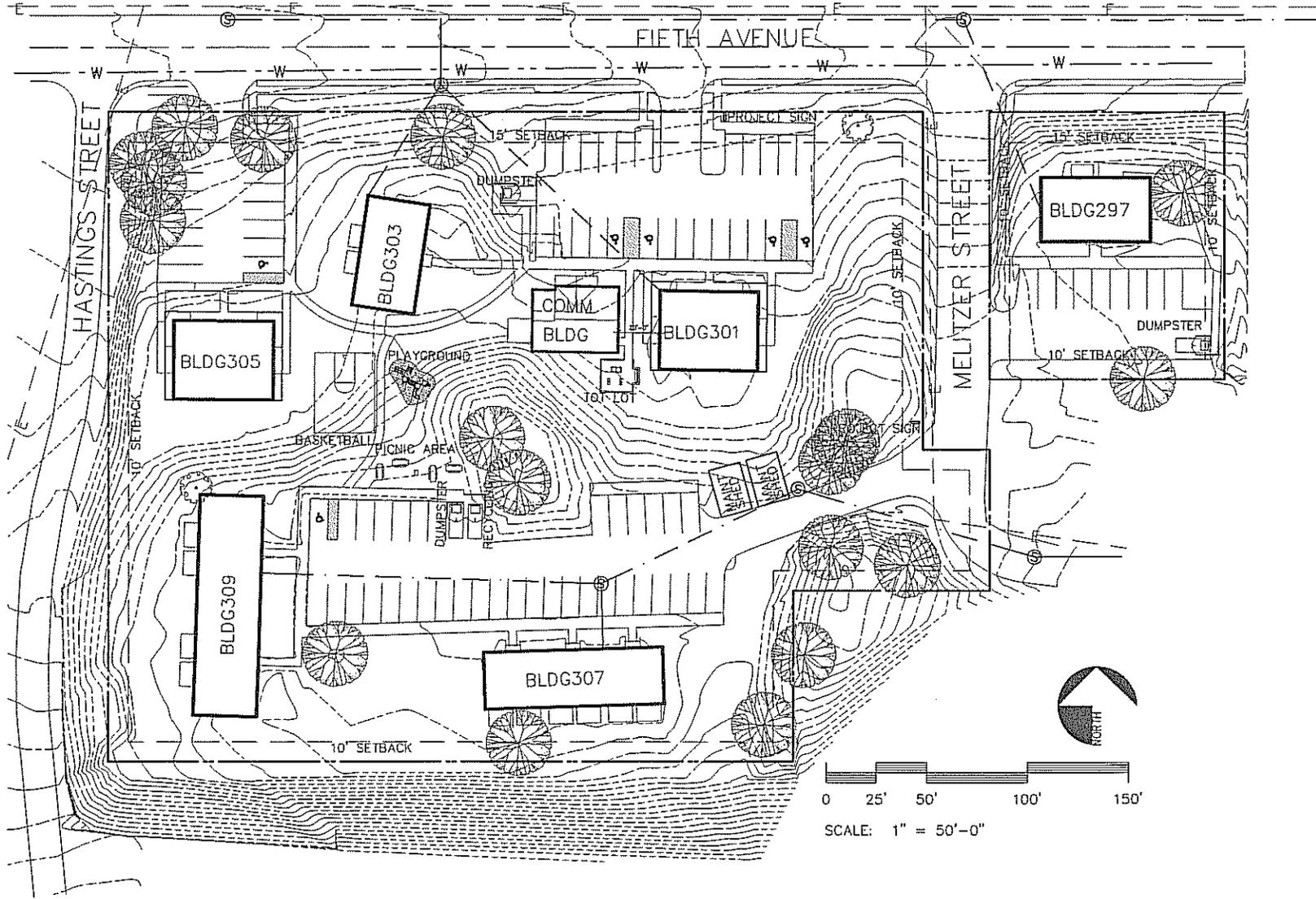
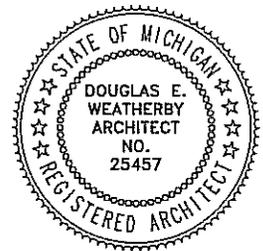
Craig J. Pullen
 Craig J. Pullen, P.S.
 Professional Surveyor No. 39095



- ⊕ = PLSS SECTION CORNER
- = FOUND IRON PIPE/ROD
- = SET IRON & CAP #39095

BASIS OF BEARING: 1974 & 1975 Northwest Survey & Engineering Co Surveys by G. Gray, PS #17741 & S. Barnett, PS #16923 respectively.

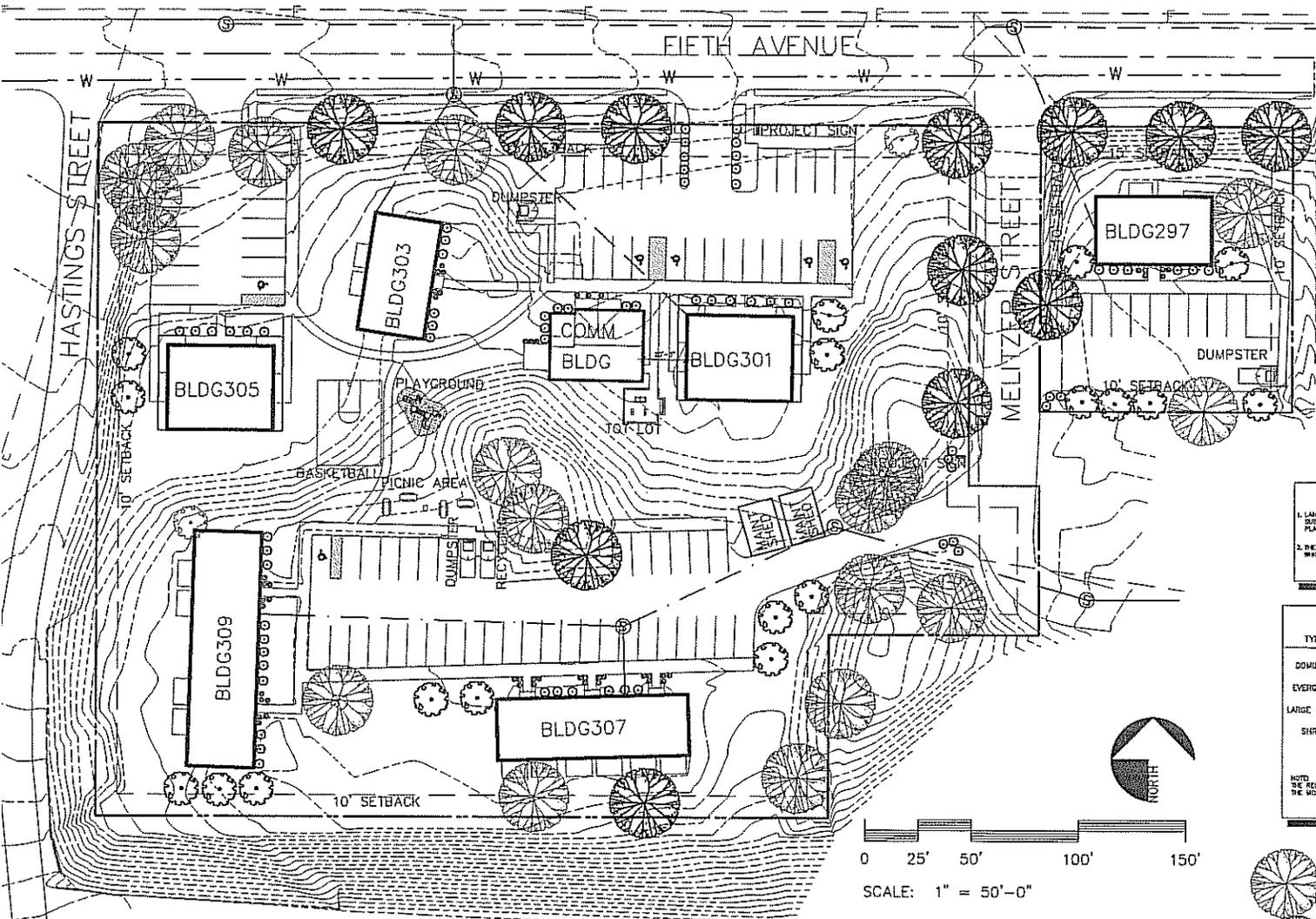
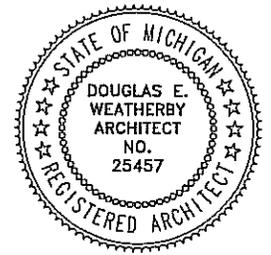
FOR: PCI DESIGN GROUP, INC. SECTION 11, T21N, R17W CITY OF MANISTEE, MANISTEE CO., MI R = RECORD, P = PLAT, M = MEASURED, D = DEED DATE: 12/30/10 JOB No. 90300.00071	<p>Wilcox Professional Services 1 Madison Avenue, CadRoc, MI 49601 PHONE (231) 775-7755 FAX (231) 775-3135</p>
REVISED: _____ SHEET 1 OF 1	



SITE PLAN

MANISTEE PLACE
 MANISTEE, MICHIGAN

PO DESIGN GROUP, INC. 229 HAGER VILLAGE BLVD. SUITE 110, WESTERVILLE, OHIO 43081 PHONE: 614-395-3855 FAX: 614-395-3268



IMPORTANT LANDSCAPE NOTE!

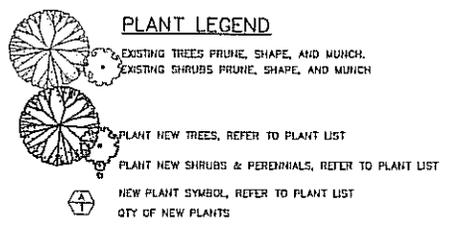
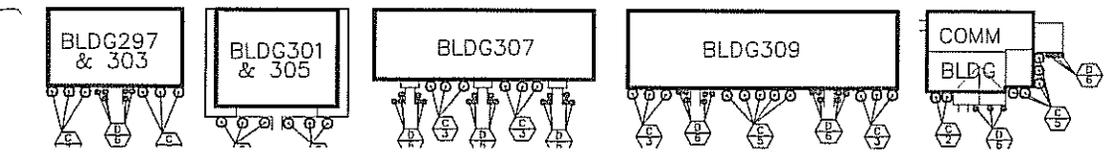
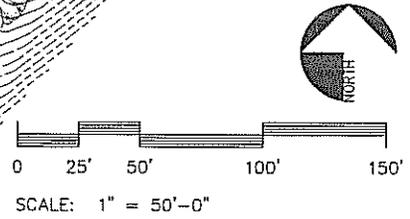
1. LANDSCAPE PLAN IS PRELIMINARY. FINAL PLANS TO BE DEVELOPED IN CONJUNCTION WITH LANDSCAPE ARCHITECTURE FIRM. ACCORDING TO LOCAL CODES AND REGULATIONS, AVAILABLE PLANT STOCK AND SOIL CONDITIONS AS DETERMINED DURING CONSTRUCTION.

2. THE REQUIREMENTS OF STATE, LOCAL OR APPROPRIATE CODES APPLICABLE TO THE WORK, WHICHEVER IS THE MOST STRINGENT, IS A REQUIREMENT.

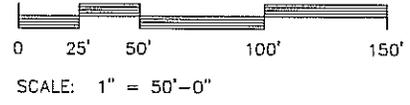
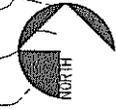
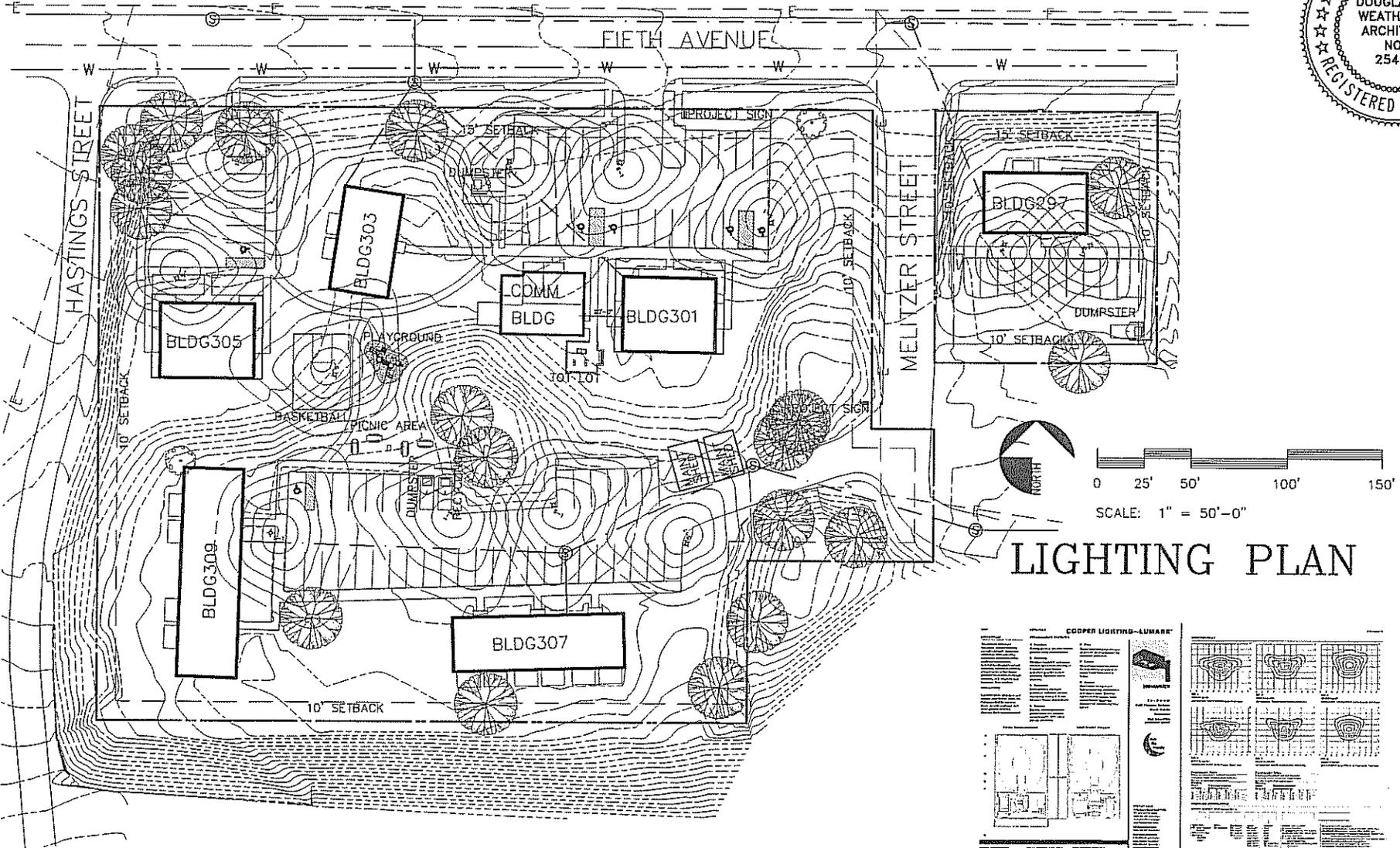
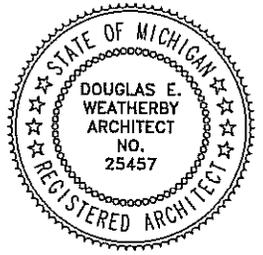
PLANT LIST

TYPE	SYMBOL	LATIN NAME	COMMON NAME	PLANTED SIZE
DOMINANT	A	GLORIOSA TRICANTHOS	GREEN GLORY	2"-2 1/2" CAL
EVERGREEN	B	WIKMIS "GREEN GLORY"	HOMEOLOGIST	5'-6' HEIGHT
		PICEA ABIES	HORNWAY SPRUCE	
LARGE SHRUB	C	JUNIPERUS COMMUNIS	COMMON JUNIPER	30"-36" HEIGHT
SHRUB	D	JUNIPERUS CONFERTA OR BUXUS MICROPHYLLA JAPONICA	SHORE JUNIPER OR JAPANESE BOXWOOD	18"-24" SPREAD

NOTE: THE REQUIREMENTS OF STATE, LOCAL OR APPROPRIATE CODES APPLICABLE TO THE WORK, WHICHEVER IS THE MOST STRINGENT, IS A REQUIREMENT.



MANISTEE PLACE
 MANISTEE, MICHIGAN
LANDSCAPE PLAN
 SHEET S2
 PCL DESIGN GROUP, INC. 723 WISNER VILLAGE BLVD. SUITE 110, WESTERVILLE, OHIO 43081 PHONE: 614-396-3065, FAX: 614-396-3068



LIGHTING PLAN

COOPER LIGHTING - LUMARE

1. [Symbol] 2. [Symbol] 3. [Symbol] 4. [Symbol] 5. [Symbol] 6. [Symbol]

7. [Symbol] 8. [Symbol] 9. [Symbol] 10. [Symbol] 11. [Symbol] 12. [Symbol]

13. [Symbol] 14. [Symbol] 15. [Symbol] 16. [Symbol] 17. [Symbol] 18. [Symbol]

19. [Symbol] 20. [Symbol] 21. [Symbol] 22. [Symbol] 23. [Symbol] 24. [Symbol]

25. [Symbol] 26. [Symbol] 27. [Symbol] 28. [Symbol] 29. [Symbol] 30. [Symbol]

31. [Symbol] 32. [Symbol] 33. [Symbol] 34. [Symbol] 35. [Symbol] 36. [Symbol]

37. [Symbol] 38. [Symbol] 39. [Symbol] 40. [Symbol] 41. [Symbol] 42. [Symbol]

43. [Symbol] 44. [Symbol] 45. [Symbol] 46. [Symbol] 47. [Symbol] 48. [Symbol]

49. [Symbol] 50. [Symbol] 51. [Symbol] 52. [Symbol] 53. [Symbol] 54. [Symbol]

55. [Symbol] 56. [Symbol] 57. [Symbol] 58. [Symbol] 59. [Symbol] 60. [Symbol]

61. [Symbol] 62. [Symbol] 63. [Symbol] 64. [Symbol] 65. [Symbol] 66. [Symbol]

67. [Symbol] 68. [Symbol] 69. [Symbol] 70. [Symbol] 71. [Symbol] 72. [Symbol]

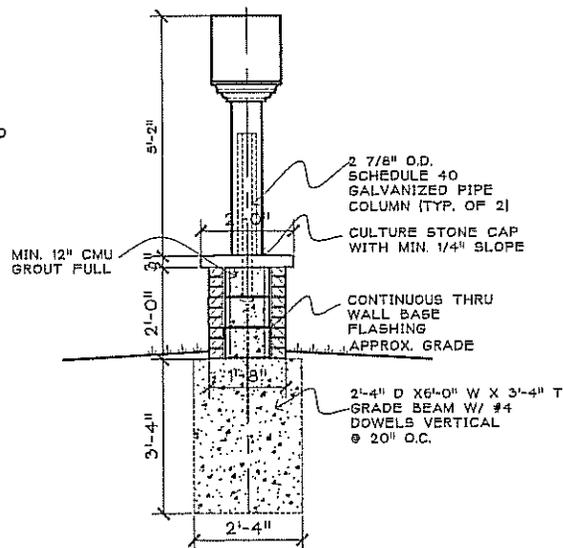
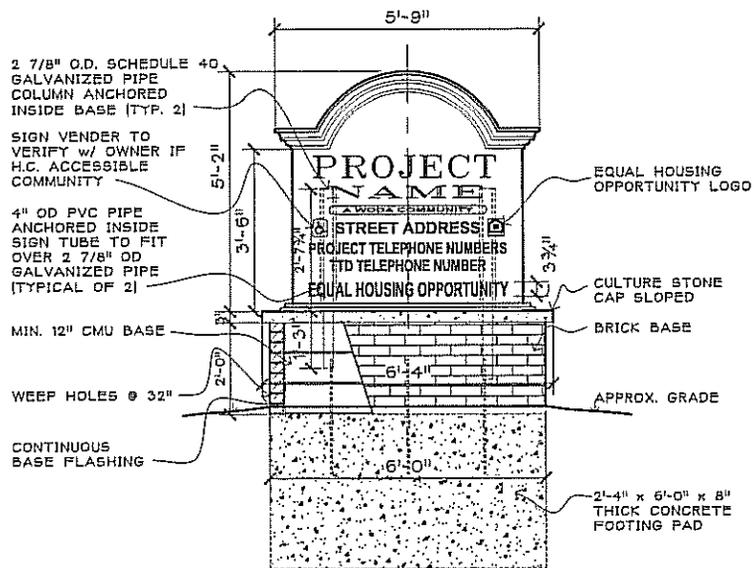
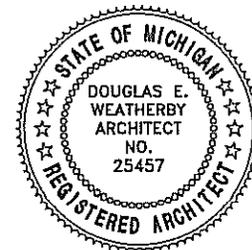
73. [Symbol] 74. [Symbol] 75. [Symbol] 76. [Symbol] 77. [Symbol] 78. [Symbol]

79. [Symbol] 80. [Symbol] 81. [Symbol] 82. [Symbol] 83. [Symbol] 84. [Symbol]

85. [Symbol] 86. [Symbol] 87. [Symbol] 88. [Symbol] 89. [Symbol] 90. [Symbol]

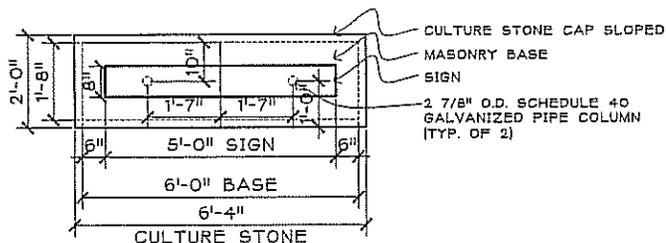
91. [Symbol] 92. [Symbol] 93. [Symbol] 94. [Symbol] 95. [Symbol] 96. [Symbol]

97. [Symbol] 98. [Symbol] 99. [Symbol] 100. [Symbol]



E ELEVATION
scale 3/8" = 1'-0"

F SECTION
scale 3/8" = 1'-0"



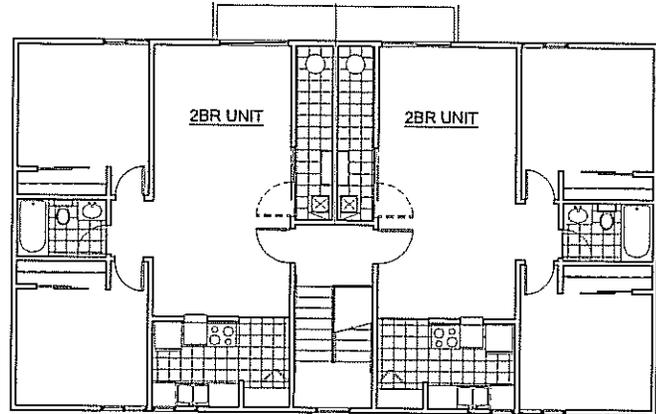
D PLAN
scale 3/8" = 1'-0"

PROJECT SIGN DETAIL

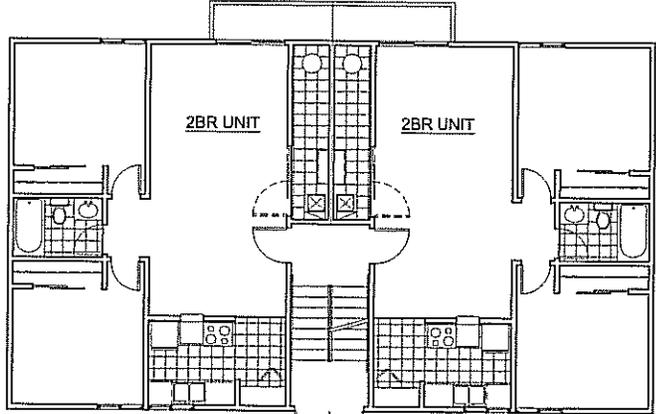
PROJECT SIGN SQUARE FOOTAGE=22.5 S.F.

PROJECT SIGN BASE SQUARE FOOTAGE=13.6 S.F.

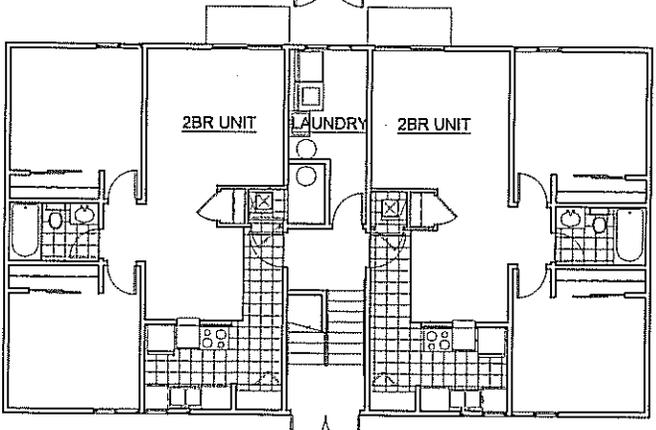
MANISTEE PLACE
 MANISTEE, MICHIGAN
 MANISTEE, OHIO 43061 PHONE: 616-888-3888, FAX: 616-888-8888
 SIGN DETAIL
 104
 PCI



SECOND LEVEL PLAN



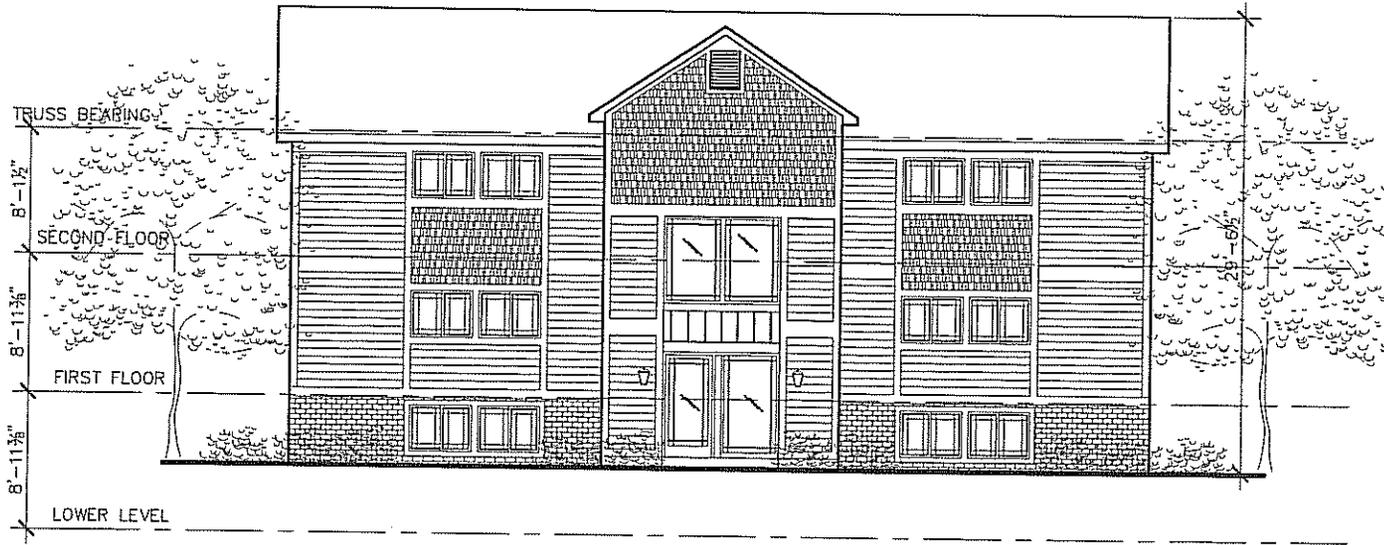
FIRST LEVEL PLAN



LOWER LEVEL PLAN

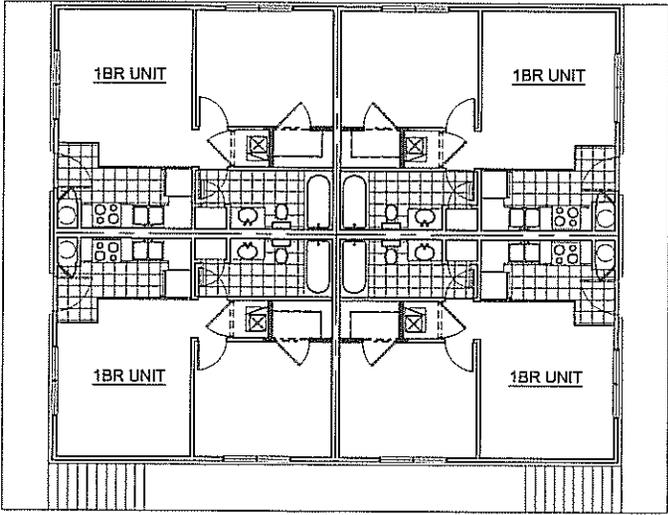
BLDG 297 & 303

SCALE $\frac{3}{32}$ "=1'-0"

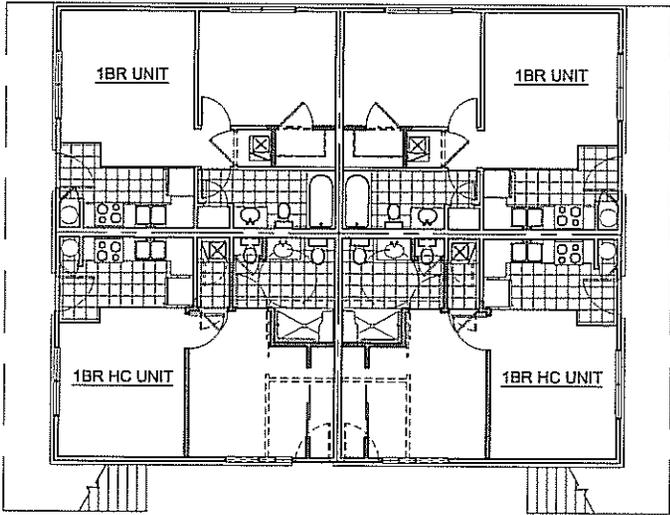


FRONT ELEVATION BUILDING 297 & 303

SCALE 1/8"=1'-0"



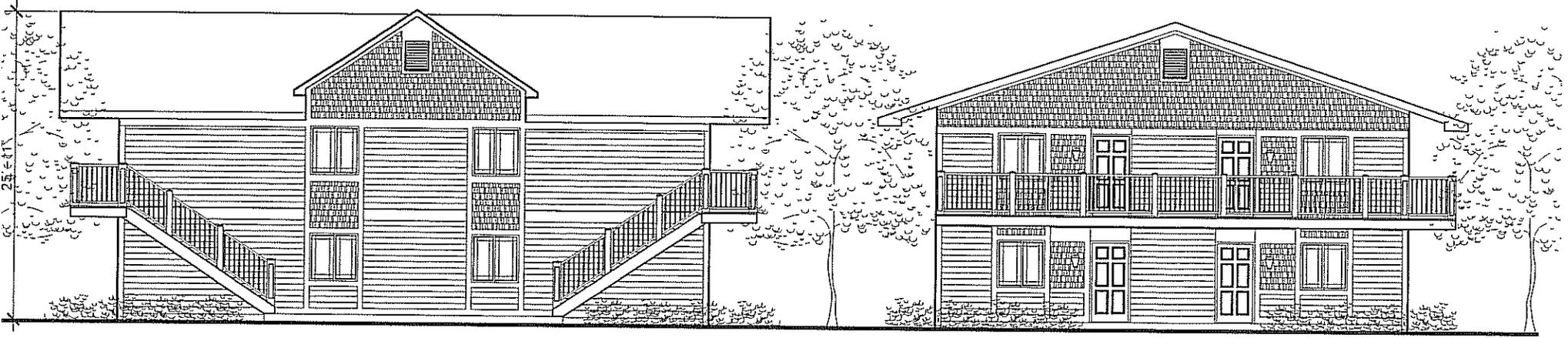
SECOND LEVEL PLAN



FIRST LEVEL PLAN

BLDG 301 & 305

SCALE $\frac{3}{32}''=1'-0''$

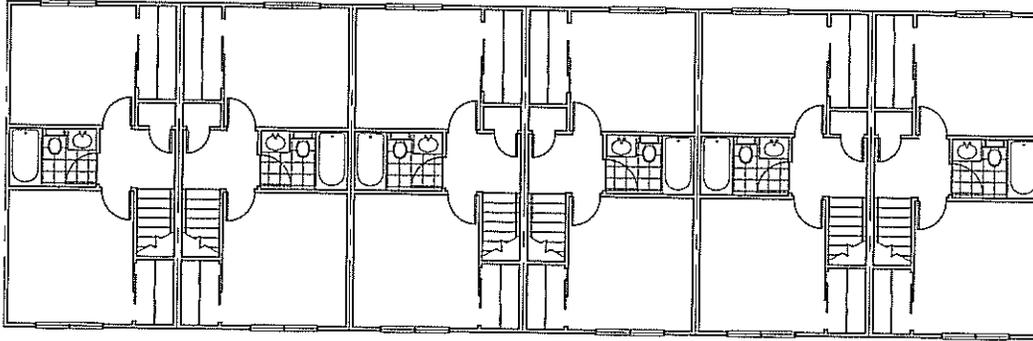


FRONT ELEVATION BUILDINGS 301 & 305

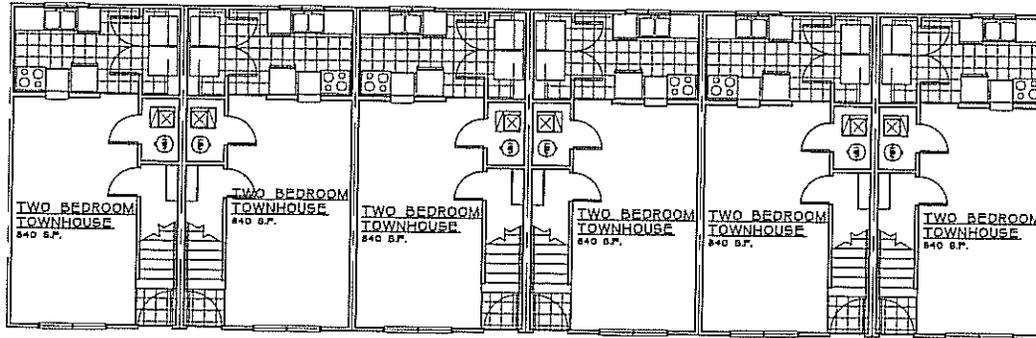
SCALE 1/8"=1'-0"

SIDE ELEVATION BUILDINGS 301 & 305

SCALE 1/8"=1'-0"



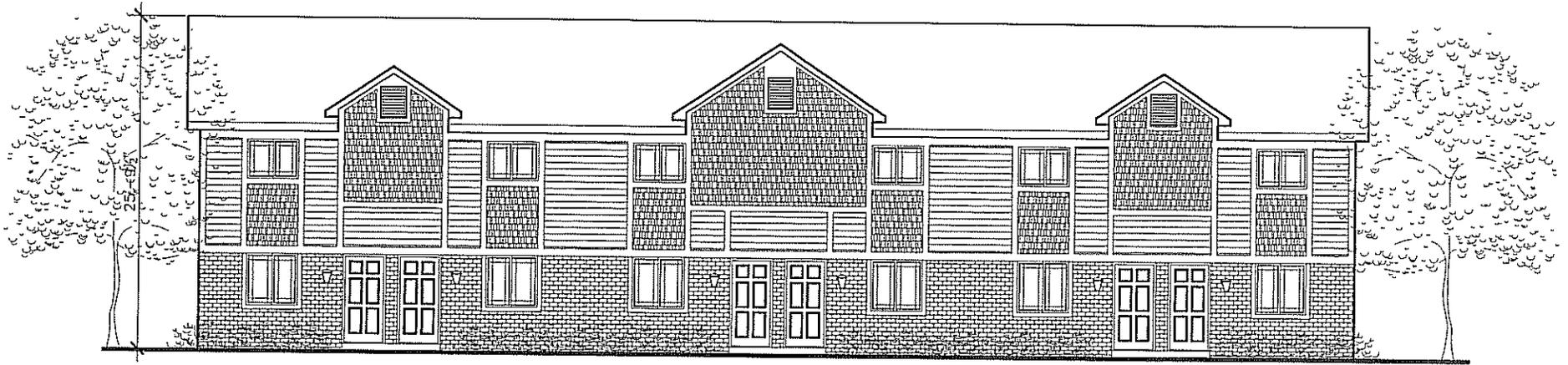
SECOND LEVEL PLAN



FIRST LEVEL PLAN

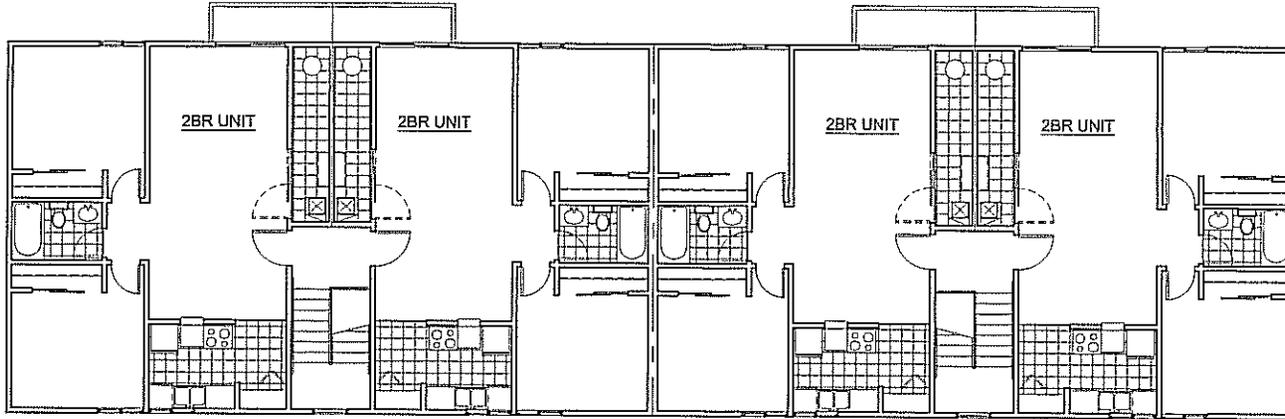
BLDG 307

SCALE $\frac{3}{32}'' = 1'-0''$

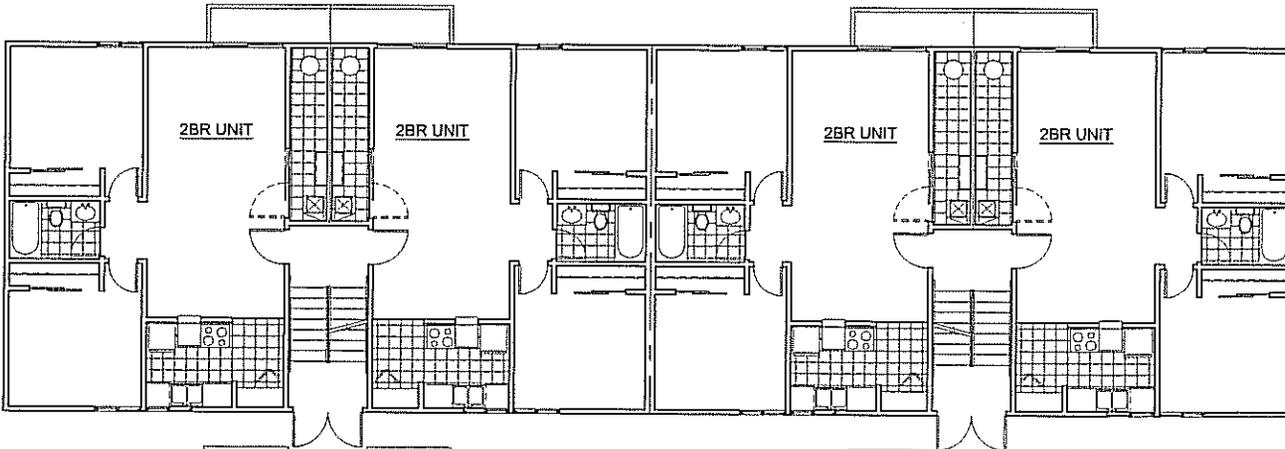


FRONT ELEVATION BUILDING 307

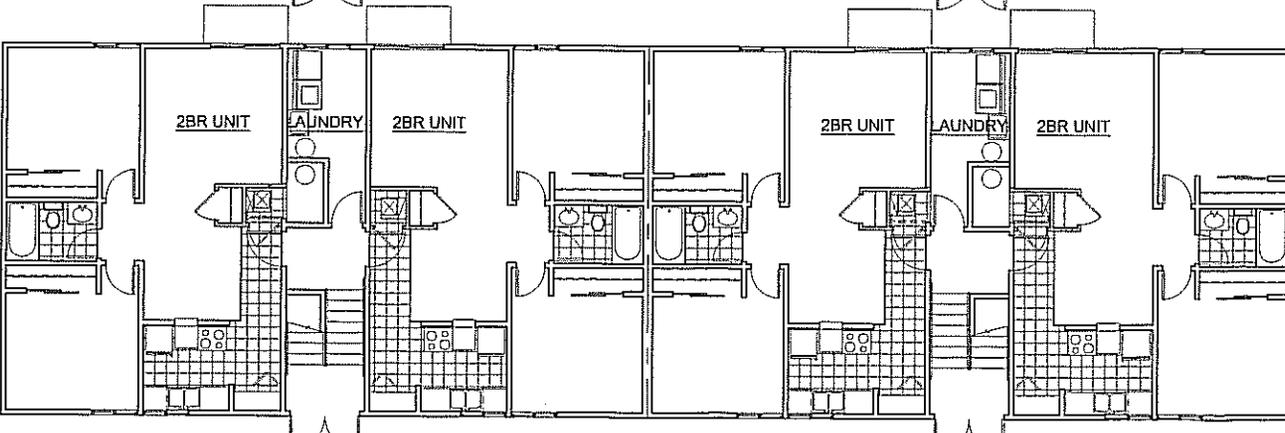
SCALE 1/8"=1'-0"



SECOND LEVEL PLAN



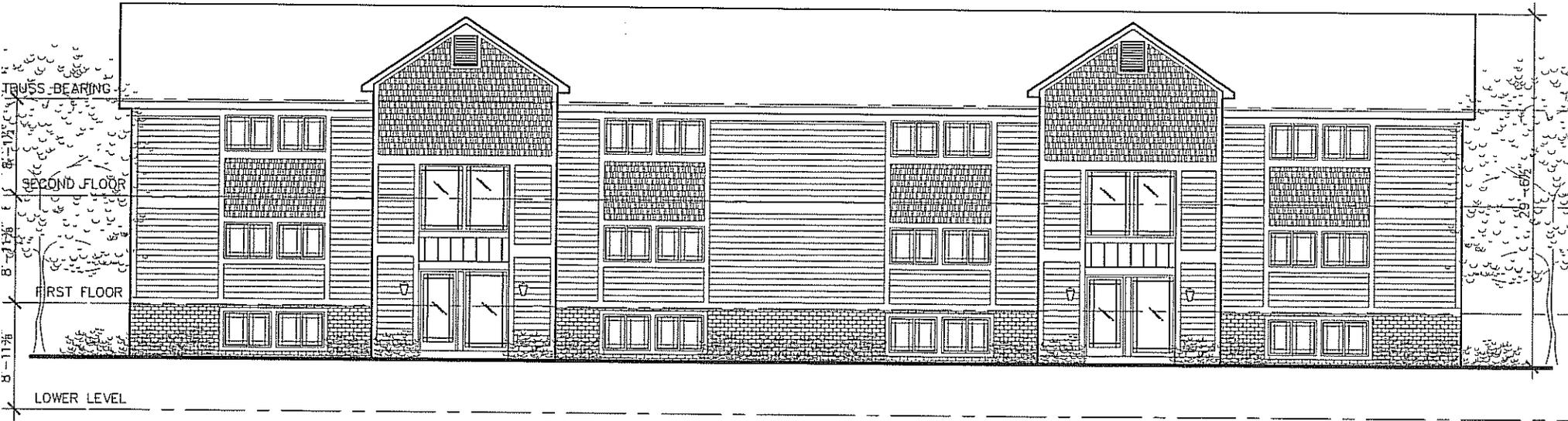
FIRST LEVEL PLAN



LOWER LEVEL PLAN

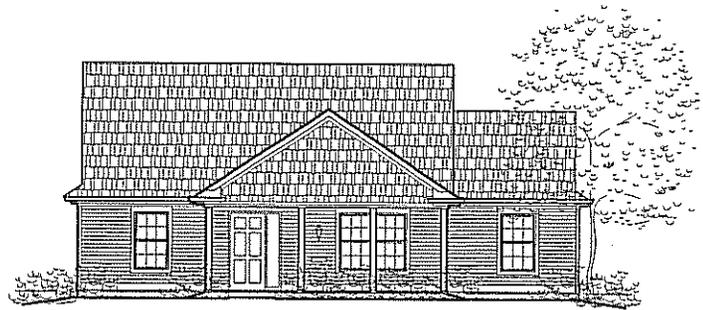
BLDG 309

SCALE $\frac{3}{32}'' = 1'-0''$

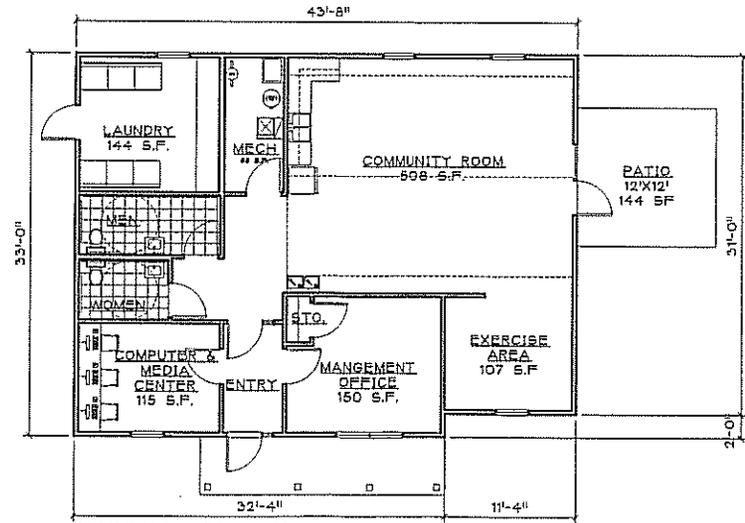


FRONT ELEVATION BUILDING 309

SCALE 1/8"=1'-0"



FRONT ELEVATION



COMMUNITY BUILDING
 TOTAL AREA = 1418 SF
 COMMON SPACE 758 SF

ON SITE FEATURES:

- Full Kitchen
- Media Center
- Computer Center w/Computer(s)/Printer
- Laundry Room
- Community Pole Lighting Photo Cell

- Meeting Areas/Party Room
- Playground/Tot Lot w/Slide/Climber/Swing
- Residents Garden
- On Site Management

City of Manistee
Planning Commission Resolution to Approve a
Special Use Permit for a Planned Unit Development
Case Number PC-2011-01
Manistee Place LDHALP and the Woda Group, LLC

At a regularly scheduled meeting of the City of Manistee Planning Commission held on February 3, 2011, the following resolution was adopted to approve a Special Use Permit for a Planned Unit Development Plan for Manistee Place LDHALP and the Woda Group LLC for the Apartment Complex (46 units) located at 297, 301, 303, 305, 307 & 309 Fifth Avenue including the construction of a community room for the apartment complex as submitted with PUD Application from the Woda Group LLC as shown on Site Plan prepared by PCI Design Group (Job # WODO0011TC, Dated 1-18-11).

Planning Commissioner _____ moved, supported by Planning Commissioner _____, the adoption of the following resolution.

WHEREAS, the Apartment Complex was built in 1975, and

WHEREAS, the City of Manistee adopted a new Zoning Ordinance on February 21, 2006 that became effective on March 27, 2006, and

WHEREAS, the Apartment Complex is currently located on three parcels (51-211-127-01, 51-211-127-02 and 51-248-701-11) that will be combined into one parcel under the Planned Unit Development, and

WHEREAS, the Apartment Complex combined into one parcel would be allowed under the current Zoning Ordinance as a Planned Unit Development, and

WHEREAS, the request from Manistee Place LDHALP and the Woda Group, LLC is to construct a community room resulting in an expansion of the development which requires a Public Hearing, and

WHEREAS, On December 13, 2010 a request was received from Manistee Place LDHALP and the Woda Group, LLC for an Amendment to the Special Use Permit for approval of a Planned Unit Development Plan, and

WHEREAS, the Site Plan Review Committee reviewed the Plan at a meeting on December 22, 2010 and recommended the Plan be forwarded to the Planning Commission, and

WHEREAS, the Planning Commission has provided proper notice and held a public hearing on the proposed development on February 3, 2011, and

WHEREAS, the Planning Commission has received written comment, reviewed the Site Plan, and has completed review of the application, input of the Applicant and the input received at said public hearing.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

A. RESOLVED, that the Planning Commission has reached the following determination regarding Special Use Permit Standards (Section 1802.A):

1. The Special Use is consistent with the adopted City of Manistee Master Plan.
2. The Special Use is designed, constructed, operated and maintained to be consistent with the existing or intended character of the general vicinity and such use will not change the essential character of the area in which it is proposed.
3. The Special Use is not hazardous or disturbing to existing or future uses in the same general vicinity and in the community as a whole.
4. The Special Use is served adequately by essential public facilities and services, such as highways, streets, police and fire protection, storm water drainage, refuse disposal, water and sewage facilities, and schools; or persons or agencies responsible for the establishment of the proposed use shall provide adequately for such services.
5. The Special Use does not create excessive additional requirements at public cost for facilities and services and will not be detrimental to the economic welfare of the community.
6. The Special Use does not involve uses, activities, processes, materials and equipment or conditions of operation that will be detrimental to any person, property or general welfare by reason of excessive production of traffic, noise, vibration, smoke, toxic emissions, fumes, glare, or odors.
7. The Special Use meets the intent and purpose of the Zoning Ordinance; be related to the standards established in the Ordinance for the land use or activity under consideration; and will be in compliance with these standards.

B. Findings of Fact - Planned Unit Development Standards: Pursuant to Section 1870.C (Regulations and Conditions) of the City of Manistee Zoning Ordinance the Planning Commission has reached the following determinations with respect to the Project:

1. The use is compatible with adjacent land use, the natural environment, and the capacities of affected public services and facilities, and that such use is consistent with the public health, safety and welfare of the residents of the City of Manistee and the benefits of the development shall not be achievable under any single zoning classification.

2. The use is consistent with the City of Manistee Master Plan and the Future Land Use Map.
3. The use and development is warranted by the design and additional amenities made possible with and incorporated by the development proposal.
4. The development does consolidate and maximize usable open space.
5. Landscaping is provided to insure that proposed uses will be adequately buffered from one another and from surrounding public and private property and to create a pleasant pedestrian scale outdoor environment.
6. Vehicular and pedestrian circulation, allowing safe, convenient, non-congested and well-defined circulation within and access to the development is provided.
7. Existing important natural, historical and architectural features within the development are preserved.

BE IT FURTHER RESOLVED, that the Special Use Permit for a Planned Unit Development for the Woda Group, LLC be limited by the following parameters:

1. Upon purchase of the property the three parcels will be combined into one parcel.
 2. Before issuing the Special Use Permit a Permanent Easement will be signed addressing the encroachment of Melitzer Street and Sixth Avenue on the property.
 3. Upon final Engineering Special Groundwater Protection shall be addressed in accordance with Section 2203.D.24.
 4. Bike racks will be provided for each parking area or building.
-
-

CITY OF MANISTEE PLANNING COMMISSION:

City of Manistee
Planning Commission Resolution to Deny a
Special Use Permit for a Planned Unit Development
Case Number PC-2011-01
The Woda Group, LLC

At a regularly scheduled meeting of the City of Manistee Planning Commission held on February 3, 2011, the following resolution was adopted to deny a Special Use Permit for a Planned Unit Development Plan for Manistee Place LDHALP and the Woda Group LLC for the Apartment Complex (46 units) located at 297, 301, 303, 305, 307 & 309 Fifth Avenue including the construction of a community room for the apartment complex as submitted with PUD Application from the Woda Group LLC as shown on Site Plan prepared by PCI Design Group (Job # WODO0011TC, Dated 1-18-11).

Planning Commissioner _____ moved, supported by Planning Commissioner _____, the adoption of the following resolution.

WHEREAS, the Apartment Complex was built in 1975, and

WHEREAS, the City of Manistee adopted a new Zoning Ordinance on February 21, 2006 that became effective on March 27, 2006, and

WHEREAS, the Apartment Complex is currently located on three parcels (51-211-127-01, 51-211-127-02 and 51-248-701-11) that will be combined into one parcel under the Planned Unit Development, and

WHEREAS, the Apartment Complex combined into one parcel would be allowed under the current Zoning Ordinance as a Planned Unit Development, and

WHEREAS, the request from Manistee Place LDHALP and the Woda Group, LLC is to construct a community room resulting in an expansion of the development which requires a Public Hearing, and

WHEREAS, On December 13, 2010 a request was received from Manistee Place LDHALP and the Woda Group, LLC for an Amendment to the Special Use Permit for approval of a Planned Unit Development Plan, and

WHEREAS, the Site Plan Review Committee reviewed the Plan at a meeting on December 22, 2010 and recommended the Plan be forwarded to the Planning Commission, and

WHEREAS, the Planning Commission has provided proper notice and held a public hearing on the proposed development on February 3, 2011, and

WHEREAS, the Planning Commission has received written comment, reviewed the Site Plan, and has completed review of the application, input of the Applicant and the input received at said public hearing.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

A. Findings of Fact-Special Use Permit Standards: Pursuant to Section 1802.A (General Review Standards) of the City of Manistee Zoning Ordinance the Planning Commission has reached the following determinations with respect to the Project:

1. The Special Use shall be consistent with the adopted City of Manistee Master Plan.

2. The Special Use shall be designed, constructed, operated and maintained to be consistent with the existing or intended character of the general vicinity and such use will not change the essential character of the area in which it is proposed.

3. The Special Use shall not be hazardous or disturbing to existing or future uses in the same general vicinity and in the community as a whole.

4. The Special Use shall be served adequately by essential public facilities and services, such as highways, streets, police and fire protection, storm water drainage, refuse disposal, water and sewage facilities, and schools; or persons or agencies responsible for the establishment of the proposed use shall provide adequately for such services.

5. The Special Use shall not create excessive additional requirements at public cost for facilities and services and will not be detrimental to the economic welfare of the community.

6. The Special Use shall not involve uses, activities, processes, materials and equipment or conditions of operation that will be detrimental to any person, property or general welfare by reason of excessive production of traffic, noise, vibration, smoke, toxic emissions, fumes, glare, or odors.

7. The Special Use shall meet the intent and purpose of the Zoning Ordinance; be related to the standards established in the Ordinance for the land use or activity under consideration; and will be in compliance with these standards.

B. Findings of Fact - Planned Unit Development Standards: Pursuant to Section 1870.C (Regulations and Conditions) of the City of Manistee Zoning Ordinance the Planning Commission has reached the following determinations with respect to the Project:

1. The use shall be compatible with adjacent land use, the natural environment, and the capacities of affected public services and facilities, and that such use is consistent with the public health, safety and welfare of the residents of the City of Manistee and the benefits of the development shall not be achievable under any single zoning classification.

2. The use shall be consistent with the City of Manistee Master Plan and the Future Land Use Map.

3. The use and development shall be warranted by the design and additional amenities made possible with and incorporated by the development proposal.

4. The development shall consolidate and maximize usable open space.

5. Landscaping shall be provided to insure that proposed uses will be adequately buffered from one another and from surrounding public and private property and to create a pleasant pedestrian scale outdoor environment.

6. Vehicular and pedestrian circulation, allowing safe, convenient, non-congested and well-defined circulation within and access to the development shall be provided.

7. Existing important natural, historical and architectural features within the development shall be preserved.

IT IS THEREFORE FURTHER RESOLVED, that the Special Use Permit from Manistee Place LDHALP and the Woda Group LLC for a Planned Unit Development is hereby denied for the reasons set forth in this resolution.



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

MEMORANDUM

TO: Planning Commissioners
FROM:  Jon R. Rose, Community Development Director
DATE: January 26, 2011
RE: Street Vacation Requests

Commissioners, attached is a request for Street Vacation from the City of Manistee. The request is for two streets located in the Cedar Street Sewer Separation Project. The vacation was discussed at the Neighborhood Meeting on January 20th at the High School and the Public Hearing will be at the February 3, 2011 Planning Commission Meeting.

Cedar Street Hill - between Second Street and Third Street - The surface of Cedar Street Hill has to be removed to have new pipes installed during the Cedar Street Sewer Separation Project. The grade of the hill does not meet safety standards and cannot be reconfigured without having a negative impact on the property owners adjacent to the hill. The existing sidewalk will not be disturbed during the project and will remain. Cedar Street Hill is closed during the winter months (October thru April).

Several different concerns were raised by the public in attendance. The option of resurfacing the hill and leaving as is cannot be done from a safety stand point.

The recommendation from staff is to close Cedar Street Hill reseed after the upgrades to the utilities are made and install Guardrails at the top of the hill. Due to the sidewalk remaining, the section of right-of-way should not be vacated, but rather discontinued as a street.

Angle Street - between 526 First Street and 540 First Street (Waterworks Museum) - While this is probably the most used "cut through" in the City; the Angle Street does not have the appropriate 90 degree intersections. The street is redundant as there is an additional street either side of the adjoining properties. The street creates a hardship for both adjoining property owners who have four (4) front yards under the ordinance. The property owner at 526 First Street has been contacted and would like to work with the City (owner of 540 First Street) to work on straightening out the parcels. A request for a Split and Combination will be coming to the Commission if the Street Vacation is approved.



P.O. Box 358, Manistee, MI 49660-0358

www.ci.manistee.mi.us

CITY HALL
70 Maple Street

City Manager
231.398.2801

City Assessor
231.398.2802

Building Inspector
231.398.2806

**Planning, Zoning &
Community Dev.**
231.398.2805

City Clerk
231.398.2803

City Treasurer
231.398.2804

Water Billing
231.723.2559

Administration
FAX 231.723-1546

Clerk/Treasurer
FAX 231.723-5410

Police Department
70 Maple Street
231.723.2533
FAX 231.398.2012

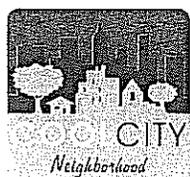
Fire Department
281 First Street
231.723.1549
Fax 231.723.3519

Public Works
280 Washington St.
231.723.7132
FAX 231.723.1803

Parks Department
231.723.4051

Water Maintenance
231.723.3641

Wastewater Plant
50 Ninth Street
231.723.1553



December 28, 2010

City of Manistee Planning Commission
City Hall
70 Maple Street
Manistee, MI 49660

RE: Request for Street Vacation

Commissioners:

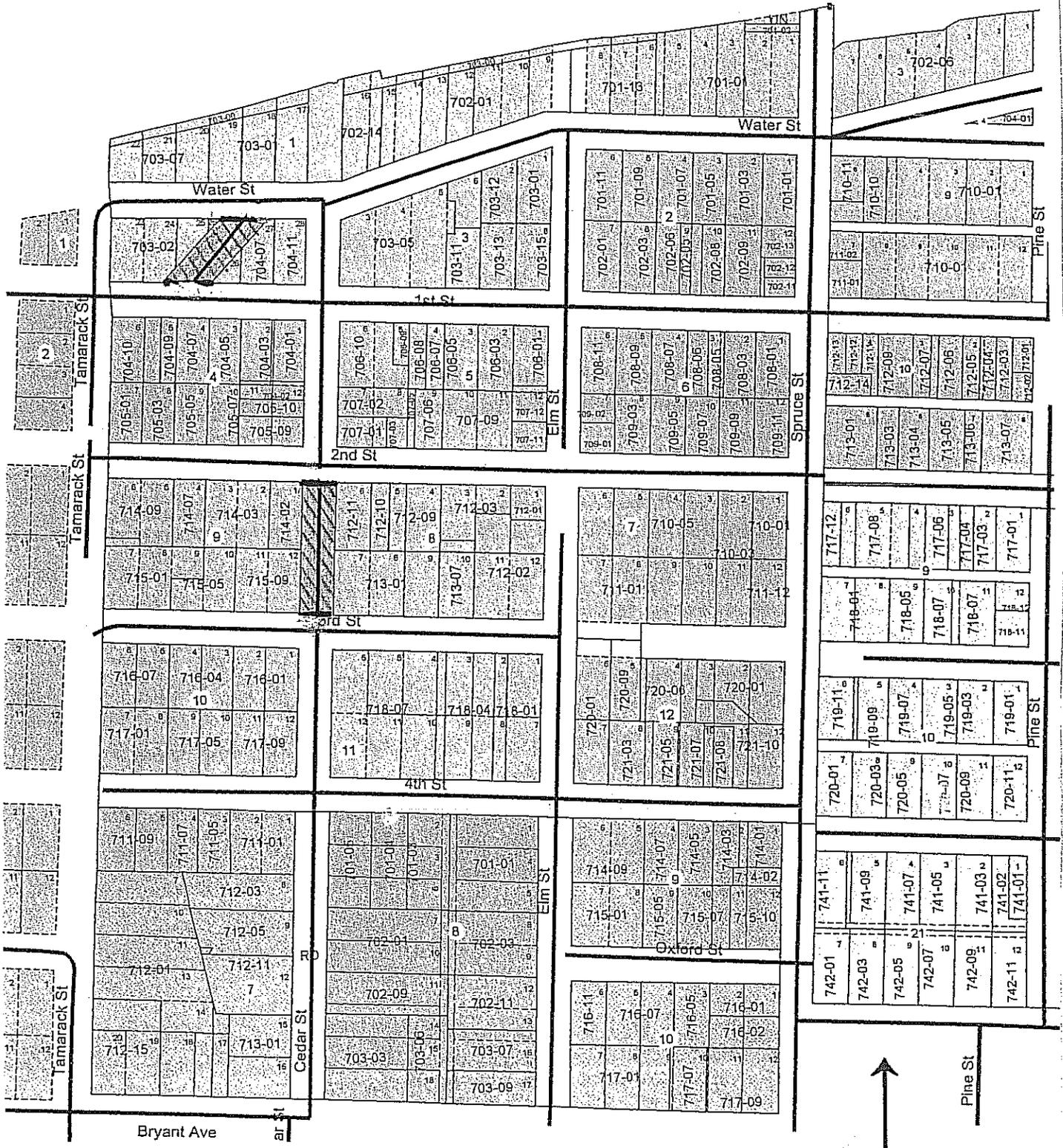
Preliminary Planning for the Cedar Street Sewer Separation Project has indicated that it would be desirable to close "Cedar Street Hill" between Second Street and Third Street and the "Angle" Street between 526 First Street and 540 First Street (Waterworks Museum). The City of Manistee Administration is requesting that these two streets be vacated.

Sincerely,

Mitchell D. Deisch
City Manager

Preliminary Planning for the Cedar Street Sewer Separation Project has indicated that it would be desirable to close "Cedar Street Hill" between Second Street and Third Street

and the "Angle" Street between 526 First Street and 540 First Street (Waterworks Museum)



North



Ludington Customer Service Center

5035 West Progress Drive, Ludington , MI 49431 • (800) 916-6247 • (231) 843-5033 • Fax (231) 843-1423

January 14, 2011

Manistee City Planning Commission
Mr John Rose
70 Maple St
Manistee, Mi 49660

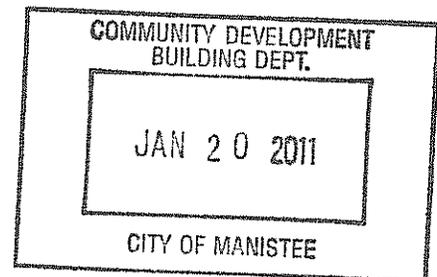
I have received your letter notifying Consumers Energy of the February 3rd, 2011 Hearing in the Council Chambers for the purpose of the proposed closing of "Cedar Street Hill" between 2nd St and 3rd St, along with "Angle St" between 526 1st St and 540 1st St.

Consumers Energy has existing electric distribution facilities in the public right-of-way of "Cedar Street Hill" between 2nd St and 3rd St. If a formal vacation of this right-of-way is initiated it will be our intention to request reservation of easement rights to access, maintain (including trimming and removing trees), and improve our facilities in the affected area.

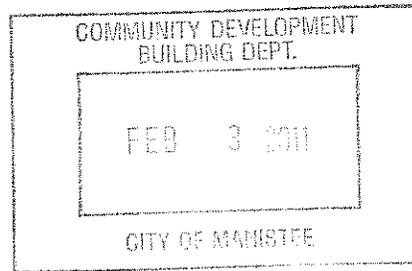
Please do not hesitate to call me at anytime if you have questions or concerns.

A handwritten signature in cursive script that reads "William Kelley".

William Kelley
Customer Energy Specialist
(231) 843 5014
Ludington Service Center



January 30, 2011



Mr. Jon Rose, Community Development Director
Manistee City Hall
Manistee, Michigan 49660

Dear Jon,

For 54 years I have lived at 537 2nd Street which is located between Cedar and Tamarack Streets. During that time and currently, Cedar Street has not only been an important travel choice but in the winter it has been a popular choice of recreation for our family and many friends. Now it is used by my grandchildren and their friends--ages ranging from 10 to 21. They bring their friends and when families visit from out of town in the winter it is always with the anticipation of sledding on Cedar Hill.

Now with some of my grandchildren in high school, Cedar Street is the most direct route to and from school. When it is necessary for them to walk if Cedar Street was not an alternative, it would add at least a mile to their walk.

We are familiar with the Houghton-Hancock area and some of their streets make Cedar Street look flat!! They also had a sewer project and their engineers tell us they never entertained the idea of changing the road grade or closing the streets because it was too steep!!!

It is my firm belief that Cedar Street can be restored to its current grade after the construction is completed. I am sure it would be easier to just close it, but believe me when I tell you, that is not what the majority of people want. We have enough dead-end streets in Manistee and do not need to create more.

Please accept this letter as my formal position that Cedar Street be retained and restored to its current condition.

Thank you.

Sincerely yours,

Donna Hargreaves
Donna Hargreaves
537 2nd Street
Manistee, Michigan
231 723 7522.

Jacqueline Kizzelik
535 2nd Street
Manistee, MI 49660
Home: 231.723.8202
Work: 231.723.6597

February 1, 2011

Mr. Jon Rose, Community Development;
Members of the City of Manistee Planning Commission;
Mr. Mitch Deisch, City Manager – City of Manistee

Re: Cedar Street Sewer Separation Project – Vacating of Cedar Street between 2nd and 3rd – “Cedar Street Hill”

Dear Mr. Rose (et al): 

Thank you for the opportunity to provide comments relative to the proposed vacating of Cedar Street Hill. Your foresight in providing a neighborhood informational meeting and information regarding the request to vacate this portion of Cedar Street is greatly appreciated.

I personally have had the pleasure of working with a number of you throughout the years on a wide variety of projects that have greatly improved the quality of life for many City of Manistee residents. Usually we are not in opposition, and working together toward common goals.

However, on the subject of the proposed “Vacating of Cedar Street Hill” – I am writing this letter to indicate that I am adamantly and passionately opposed to any action that will close this section of Cedar Street. This street must remain open to seasonal vehicular traffic and preserved as a recreational opportunity during winter months as it has been for decades.

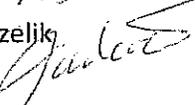
Even though this street is described as a minor street, it is not minor by any means to the residents in it's vicinity. To us this road is considered a main access point to the south-west portion of Manistee, including Jefferson Elementary School and Manistee High School. My children and I use this route several times each day (by vehicle, on foot, or via bicycle) during the months it is open to reach regular destinations. During the winter months it is used by my family numerous times throughout the week while it is a sledding hill as a form of regular winter outdoor recreation, and by foot as a way home from school and school-based activities.

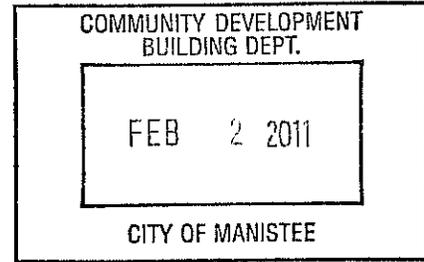
I have lived in the City of Manistee my entire life and three generations of my family have enjoyed the recreational activities on this hill. It is one of many reasons I chose to move back across town to this area of the City. People come from all over the City and even from out of town to specifically use this hill during the winter months. It is an attraction to our City in and of itself.

In closing, I implore you to not take any action that would result in the closing of Cedar Street Hill. Upon the completion of the Cedar Street Sewer Separation Project it is a necessity that Cedar Street Hill be returned to it's current pattern of use.

Again, thank you for the opportunity to provide comments regarding this proposal. Your ongoing hard work and dedication to Manistee has not gone unnoticed.

Sincerely,


Jacqueline Kizzelik
535 2nd Street 



PETITION FOR CEDAR STREET HILL TO REMAIN OPEN

TO: City of Manistee, Planning Commission

We, the undersigned, do hereby petition the City of Manistee to take such action as may be necessary to have the section of Cedar Street between Third Street and Second Street, commonly known as "Cedar Street Hill" remain open for vehicle use and maintain the existing grade with a variance not to exceed +-2%.

Elizabeth A. Laskey Elizabeth A. Laskey 537 4th St. Manistee 1-28-11
 Signature Printed Name Street Address City Date

Daniel O. Laskey DANIEL O. LASKEY 537 4TH ST. MANISTEE 01-28-11
 Signature Printed Name Street Address City Date

Karen Pauler Karen Pauler 533 4th St Manistee 1-29-11
 Signature Printed Name Street Address City Date

Adam Madsen ADAM MADSEN 531 4TH ST. MANISTEE 1/29/11
 Signature Printed Name Street Address City Date

Ann M Lind Ann M Lind 532 4th St Manistee 1/29/11
 Signature Printed Name Street Address City Date

Barry J Lind Barry J Lind 532 4th St Manistee 1/29/11
 Signature Printed Name Street Address City Date

Mary Thorwell MARY THORWELL 543 3rd St Manistee 1-29-11
 Signature Printed Name Street Address City Date

Karen T. Kubanek Karen T. Kubanek 316 Tamarack St Manistee 1-29-11
 Signature Printed Name Street Address City Date

Thomas Kubanek THOMAS KUBANEK 316 TAMARACK ST Manistee 1-29-11
 Signature Printed Name Street Address City Date

Jordan Pellison Jordan Pellison 633 3rd St Manistee 1-29-11
 Signature Printed Name Street Address City Date

Wayne A. Grove WAYNE A. GROVE 520 4th St MANISTEE 1-28-11
 Signature Printed Name Street Address City Date

PETITION FOR CEDAR STREET HILL TO REMAIN OPEN

TO: City of Manistee, Planning Commission

We, the undersigned, do hereby petition the City of Manistee to take such action as may be necessary to have the section of Cedar Street between Third Street and Second Street, commonly known as "Cedar Street Hill" remain open for vehicle use and maintain the existing grade with a variance not to exceed +2%.

<u>Laura J. Grove</u> Signature	<u>Laura J. Grove</u> Printed Name	<u>520 4th St</u> Street Address	<u>Manistee</u> City	<u>1-29-11</u> Date
<u>Pam Schindlbeck</u> Signature	<u>Pamela J. Schindlbeck</u> Printed Name	<u>420 Cedar St.</u> Street Address	<u>Manistee</u> City	<u>1-29-11</u> Date
<u>Wilfred Bedford</u> Signature	<u>WILFRED BEDFORD</u> Printed Name	<u>414 Cedar St</u> Street Address	<u>MANISTEE</u> City	<u>1-29-11</u> Date
<u>Chad Gehl</u> Signature	<u>Chad Gehl</u> Printed Name	<u>807 Cedar</u> Street Address	<u>Manistee</u> City	<u>1-29-11</u> Date
<u>Cynthia K Peterson</u> Signature	<u>Cynthia K Peterson</u> Printed Name	<u>490 4th St.</u> Street Address	<u>Manistee</u> City	<u>1-29-11</u> Date
<u>Stephen W. Peterson</u> Signature	<u>Stephen W. Peterson</u> Printed Name	<u>490 4th St</u> Street Address	<u>Manistee</u> City	<u>1-29-11</u> Date
<u>Bruce C. Williams</u> Signature	<u>Bruce C. Williams</u> Printed Name	<u>10 Oxford Ct.</u> Street Address	<u>Manistee</u> City	<u>1-29-11</u> Date
<u>Katherine G. Gunderson</u> Signature	<u>Katherine G. Gunderson</u> Printed Name	<u>440 Cedar St.</u> Street Address	<u>Manistee</u> City	<u>1-29-11</u> Date
<u>Marian Larsen</u> Signature	<u>MARIAN LARSEN</u> Printed Name	<u>445 CEDAR ST.</u> Street Address	<u>MANISTEE</u> City	<u>1-29-11</u> Date
<u>Jacqueline Kiszalik</u> Signature	<u>Jacqueline Kiszalik</u> Printed Name	<u>535 2nd St</u> Street Address	<u>Manistee</u> City	<u>1-29-11</u> Date
<u>Donna Hargreaves</u> Signature	<u>DONNA HARGREAVES</u> Printed Name	<u>537 2ND ST.</u> Street Address	<u>MANISTEE</u> City	<u>1-29-11</u> Date

**MANISTEE CITY PLANNING COMMISSION
COMMITTEE APPOINTMENTS 2011**

COMMITTEE	2011 APPOINTEES
<p>EXECUTIVE COMMITTEE (Chair, Vice Chair, Secretary) Members of the Executive Committee review Zoning Ordinance Amendments with City Council Ordinance Review Committee</p>	<p>Maureen Barry - Secretary Ray Fortier - Vice Chair Roger Yoder - Chair</p> <p>Meet as needed</p>
<p>GREEN INITIATIVE - AD HOC COMMITTEE Ad Hoc Committee to review Green Initiative programs for the City of Manistee. These programs could include wind, solar and alternative energy programs that would benefit the community.</p>	<p>Linda Albee Bill Dean Eric Gustad Nathaniel Neider</p>
<p>MASTER PLAN REVIEW COMMITTEE Members of this committee will be responsible to keep current with new trends/changes that are going on in the community that could impact the Master Plan. An example would be the "Hotel Chippewa Fire". The resulting vacant property would not necessary require a change in the plan, but should be noted for review during the annual review (January Meeting).</p>	<p>Maureen Barry Eric Gustad Roger Yoder</p> <p>Meet as scheduled @4:00</p>
<p>ORDINANCE RE-WRITE COMMITTEE Members of this committee will assist in reviewing the Zoning Ordinance for areas that need to be changed and/or updated. They also monitor ZBA Requests to see if a change in the ordinance is necessary (if multiple requests are received for the same issue).</p>	<p>Linda Albee Dave Crockett Bill Dean Marlene McBride</p> <p>Meet as scheduled</p>
<p>SITE PLAN REVIEW/ SUBDIVISION COMMITTEE Site Plan Review Committee - Available for optional Plan Review of Special uses and uses by Right. Committee Review required for Planned Unit Developments.</p> <p>Subdivision Committee - This committee is required under section 1242.03 of the Code of Ordinances.</p>	<p>Maureen Barry Eric Gustad Roger Yoder</p> <p>Alternates: Linda Albee Nathaniel Neider</p> <p>Meet as needed</p>
<p>ZONING BOARD OF APPEALS One member of the Planning Commission also serves on the Zoning Board of Appeals</p>	<p>Ray Fortier</p> <p>Meet as needed 5:30 p.m.</p>

MANISTEE CITY PLANNING COMMISSION
COMMISSION MEMBERS - 2011

February 3, 2011

Commission Members	Term Expiration	Committee Assignments
ALBEE, Linda 365 Lighthouse Way South, Manistee 723-0032 2007	10/2012	Green Initiative - Ad Hoc Committee Ordinance Re-Write Committee Alternate - Site Plan Review Committee
BARRY, Maureen 230 Lighthouse Way, Manistee 723-8890 (h) 723-1436 (w) 2004	10/2011 Secretary	Executive Committee Master Plan Review Committee Site Plan Review/Subdivision Committee
CROCKETT, Dave 260 Third Avenue, Manistee 723-7914 (h) 2006	10/2013	Ordinance Re-Write Committee
DEAN, Wilson (Bill) 282 Lighthouse Circle, Manistee 398-0704 (h) 2010	10/2011	Green Initiative - Ad Hoc Committee Ordinance Re-Write Committee
FORTIER, Edward Ray 367 Eleventh Street, P.O. Box 404, Manistee 723-7258 (h) 1997	10/2012 Vice-Chair	Executive Committee Zoning Board of Appeals
GUSTAD, Eric 1014 Engelman Street, Manistee 231-920-6012 (h) or 398-3847 (w) 2006	10/2012	Green Initiative - Ad Hoc Committee Master Plan Review Committee Site Plan Review/Subdivision Committee
McBRIDE, Marlene 217 River Street, Manistee 887-4269 (H) 2010	10/2013	Ordinance Re-Write Committee
NEIDER, Nathaniel 111 Pine Street 690-4910 ©) 2009	10/2013	Green Initiative - Ad Hoc Committee Alternate - Site Plan Review Committee
YODER, Roger 225 Seventh Street, Manistee 723-6926 (h) or 723-9951 x 286 (w) 1984	10/2011 Chairman	Executive Committee Master Plan Review Committee Site Plan Review/Subdivision Committee
ROSE, Jon jrose@ci.manistee.mi.us 398-2805	Liaison	
BLAKESLEE, Denise dblakeslee@ci.manistee.mi.us 398-2805	Recording Secretary	



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

MEMORANDUM

TO: Planning Commissioners

FROM:  Jon R. Rose
Community Development Director

DATE: January 26, 2011

RE: Medical Marihuana

Commissioners, staff has been working with the City Attorney on getting the Medical Marihuana Ordinance ready for the Public Hearing requested by the Planning Commission. The City Attorney has sent a request for an extension of the Moratorium to City Council for their consideration at the February 1, 2011 Council Meeting.

The ordinance has been reduced from 14 pages down to 2 pages. The White Paper Report is now referenced and all the explanatory language from the report has been removed. Definitions are also referenced.

The change that the caregiver must deliver at the Patients residence has eliminated the need for two levels of licensing. Staff/Attorney review of the buffers resulted in the recommendation that the 1,000 buffer for schools remain for Caregivers with 13 or more plants. We also recommend a 250 foot buffer between all caregivers. The other buffers (Parks, Churches, Adult Entertainment) were eliminated.

A draft of the proposed amendment is enclosed for discussion at the February 3rd meeting. The City Attorney will be at the meeting. Both the Attorney and Jon will be out of town on February 17th (Worksession).

The Planning Commission will be asked if they want to cancel the February 17th Worksession and schedule a Special Meeting on February 24th to hold the public hearing on Medical Marihuana. Bring your calendars.

JRR:djb

CHAPTER 864
Medical Marihuana

864.01	Intent	864.05	Restriction on Distribution
864.02	Definitions	864.06	No Vested Rights
864.03	Licensure Requirements	864.99	Penalty
864.04	Application for License		

CROSS REFERENCES

A Local Government View of the Michigan Medical Marihuana Act, Gerald A. Fisher, October 5, 2010;
2009 Michigan Administrative Code: 2009 AC, R 333.101 et seq.; and
Michigan Medical Marihuana Act, MCL 333.26421 et seq.

864.01 INTENT

It is the intent of this ordinance to protect the health, safety and welfare of persons in this community while authorizing permitted uses of medical marihuana as set forth in the Michigan Medical Marihuana Act (MCL 333.26421 et seq. (the Act)). This ordinance shall in no way prevent otherwise lawful activity that may be described in the Act or the Department of Community Health Regulations, 2009 Administrative Code: 2009 AC, R 333.101 et seq. or the amendment of said Act or Regulations.

864.02 DEFINITIONS

The words and phrases contained within this Ordinance shall be interpreted and construed in accordance with the definitions set forth in the Michigan Medical Marihuana Act, MCL 333.26421, et seq., and Michigan Administrative Rules, R 333.101, et seq.

864.03 LICENSURE REQUIREMENTS

Activities of a Licensee under this Ordinance shall only occur in accordance with this Ordinance and only after the licensure of the business of a Caregiver at a particular location. A Licensee shall fully comply with the requirements of the Act and Administrative Rules promulgated pursuant to the Act (MCL 333.26421 et seq. and 2009 Administrative Code: 2009 AC, R 333.101 et seq.)

864.04 APPLICATION FOR LICENSE

- (a) The requirement of this ordinance is to license a location and not to license persons. No license will be necessary for a patient who is growing and possessing marihuana of 12 plants or less for personal use. A confidential application for a license under this section shall be submitted the City of Manistee Police Department and shall be in a form as prescribed by the City of Manistee Police Department. The Application and all accompanying information shall be confidential and not subject for disclosure under the Freedom of Information Act.
- (b) Requirements and standards for approval of licensure and for the activity permitted.
- (1) Location shall not be within 250 feet from the site of any other caregiver location.
 - (2) Any Location where more than 13 plants are cultivated shall not be within 1,000 feet from a public or private elementary school, middle school, high school, or community college.
- Measurements for purposes of this sub-section shall be made from property boundary to property boundary.
- (c) All medical marihuana cultivation shall occur within the confines of a building licensed under this section, and such activities shall occur only in locations not visible to the public and adjoining uses, provided, this subsection shall not prohibit a caregiver from assisting a patient at the patient's principal residence.
- (d) An approval of licensure may include reasonable conditions requested in writing by the application during the application and review process.
- (e) All use of the property shall be in accordance with the granted license.

864.05 RESTRICTION ON DISTRIBUTION

A caregiver and any other person authorized under the Act to assist patients, if any, shall distribute medical marihuana only on a confidential, one-on-one basis, within the patient's private residence.

864.06 NO VESTED RIGHTS

A property owner shall not have vested rights or nonconforming use rights that would serve as a basis for failing to comply with this ordinance or any amendment of this ordinance.

864.99 PENALTY

Whoever violates any provision of this chapter is guilty of a civil infraction in accordance with Section 202.99.

OPINIONS

ple, he is calling for the state legislature to pass a balanced budget by July 1. This is not a new proposal. In fact, it's been suggested by numerous officials over the past few years and we've editorialized in

GOOD MORNING

The only sure way to lose is to give up.

Marijuana law can work under existing regulations

I am very concerned about how strong-armed-forces are moving forward to collect and control data on what is, at the moment, our protected personal rights.

The ability to spy on those that look differently than others has been said to be in the name of "efficiencies." The people that look differently are "those medical marijuana people" that two-thirds of the voters favored providing an additional means of medication relief.

I was the owner of a dispensary in Ferndale that was raided this past August. But this opinion piece is a commentary on the open abuse of our personal rights that the strong-armed-forces are sworn to protect: The voters' right to self-determination.

If you follow the medical marijuana news like me, it seems community leaders have forgotten how a democracy works.

Also disturbing to me is the explicit nature of the media, for its role in a democracy is paramount. The media story has been about the "haziness" of the law, particularly the distribution system. Hazy? Tell me one medical product that does not have an effective distribution system for its consumer. There are none. The sole purpose of the strong-armed-forces in attacking dispensaries is to drive the producers and consumers of medical marijuana underground while continuing to demonize them. Markets determine efficient distribution systems, unless you live in a totalitarian state.

In my mind, a fair question to ask the media is did you forget your economic lessons? Or maybe a more pointed question is will you ever stop drinking the Kool-Aid offered by the strong-armed-forces. Psychologists have a name for this Kool-Aid, its called the "normalcy bias." Simply put, normalcy bias results when one cannot cope with a disaster. For the

strong-armed-forces, the voter approval of medical marijuana was their disaster. They cannot accept the results of the disaster and want their status quo world back by driving patients and caregivers underground. Unfortunately, the media

has not been strong and questioning enough to avoid drinking the Kool-Aid.

Last month, I had the opportunity to meet with Tim Beck. For those that don't know Tim, he is one of the major players in moving forward and developing the medical marijuana act. Beck is also a successful business owner in Detroit that employs many and provides financial advice to thousands.

We discussed several topics over our three-hour lunch. When I asked him questions about the distribution system in general and the dispensary model in particular, he was

not hazy at all.

If medical marijuana is legal, then there must be an efficient means to distribute it.

The existing law works remarkably well.

Under the existing law, patients have medical marijuana as a choice in medications and have their privacy protected, doctors determine who can benefit from it and free-market forces determine the most cost-efficient means of purchase.

Consider this a major alert that when the strong-armed-forces manipulate the voters mandate and the news media does the bidding of the status quo, we lose.

As the famous saying goes, where they burn books they will soon burn people.

Ryan D. Richmond of Ferndale is a venture capitalist, commercial real estate professional and sits on the board of the Marijuana Patients Organization, an advocacy group that helps to protect and preserve patients' rights.

GUEST OPINION



RYAN D. RICHMOND

This year I am taking a different approach. After a successful November election, my hopes for a brighter future have once again surfaced.

In 2010, I have been fortunate to get involved with a group of Americans who want to put the state and federal government back on track, Independent Tea Party Patriots, www.itpp.us. Some of their goals are smaller government, a business environment that will make jobs grow, and getting back to our founding fathers' principles, not some recently elected officials pay-backs to friends and special interest group contributors.

How do I plan to do this? For starters, I plan on paying very close attention to my local, state and federal representatives' actions and their voting records.

I intend on writing letters and e-mails to my representatives before they vote on an issue. They need to know we are paying attention and their actions are being watched.

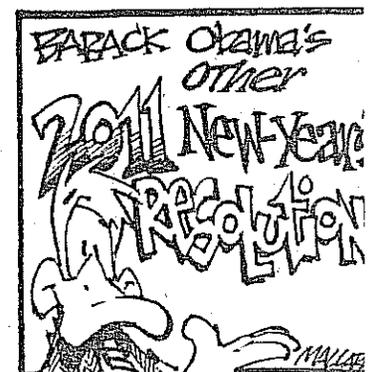
I plan on attending any and all town meetings our representatives will hold and I will encourage my friends and family to get involved and be part of the solution. Gather your own information via Internet, attending political meetings, joining a tea party, etc. One of my goals is to listen carefully to what is being presented.

Their battle to be re-elected has already started. Our representatives are hoping we will forget the facts and just believe what they say they did during the 2011 election cycle.

It will be a monumental task, but the energy spent now will have huge dividends in the future. Stay focused and let our elected representatives know we are watching closely.

This country is founded by peop

MALLARD FILLMORE



Freep.com

Royal Oak's split marijuana vote satisfies neither side

By BILL LAITNER
Detroit Free Press Staff Writer

A vote by the Royal Oak City Commission left advocates of medical marijuana pledging to sue the city but gave opponents of the drug less than the complete ban they had hoped to see passed.

The vote, which calls for strict limits on the use and distribution of the drug, came early Tuesday following 90 minutes of public comments.

"We made it very clear that someone using medical marijuana in Royal Oak would not be subject to criminal prosecution," Commissioner Chuck Semchena, a longtime foe of medical marijuana, said Tuesday. "This new ordinance merely prohibits the growing or distribution of marijuana."

The vote was a deep disappointment to fellow Commissioner Jim Rasor, who joined Mayor Jim Ellison in opposing the strict limits.

"I have no doubt that we will find ourselves in court, spending taxpayer money to defend our indefensible and illegal action,

instead of spending that money on police officers and other necessary city expenses," Rasor said.

Said Royal Oak City Manager Don Johnson: "I think we would've been sued no matter what we did."

The ordinance change stopped short of a proposal that medical marijuana users feared might ban the drug entirely. The seven-member commission tentatively passed that proposal last fall at what is called the first reading of a new ordinance. It was based on the Livonia model and, in effect, would have banned any use of medical marijuana, City Attorney David Gillam told commissioners last year.

The American Civil Liberties Union of Michigan has sued Livonia, along with Birmingham and Bloomfield Hills, for passing such ordinances, on behalf of a Birmingham couple who said they have state-approval cards for treating their health conditions with medical marijuana but fear using or growing the drug in the

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70 Maple Street

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231.398.2801

CITY ASSESSOR
231.398.2802

BUILDING INSPECTOR
231.398.2806

PLANNING, ZONING &
COMMUNITY DEV.
231.398.2805

CITY CLERK
231.398.2803

CITY TREASURER
231.398.2804

WATER BILLING
231.723.2559

ADMINISTRATION
FAX 231.723.1546

CLERK/TREASURER
FAX 231.723.5410

POLICE DEPARTMENT
70 Maple Street
231.723.2533
FAX 231.398.2012

FIRE DEPARTMENT
281 First Street
231.723.1549
FAX 231.723.3519

PUBLIC WORKS
280 Washington St.
231.723.7132
FAX 231.723.1803

PARKS DEPARTMENT
231.723.4051

WATER MAINTENANCE
231.723.3641

WASTEWATER PLANT
50 Ninth St.
231.723.1553

January 27, 2011

DSLT, Inc.
970 N. Riverside Avenue
St. Clair, MI 48079

First Michigan Bank
525 Water Street
Port Huron, MI 48060

RE: Parcel Split Request

Good Morning!

A request for a Parcel Split was received for the September 2010 Planning Commission Meeting. The request for the property located in the Lakeview Development Area was approved and sent to City Council.

The Planning Commission postponed action on the request to split off the former Sales Office at 100 Marina Drive until October 7, 2010 (next meeting) to allow time for the necessary information to be provided. Since that time the item has been tabled at each meeting awaiting receipt of the necessary documentation. The submission deadline for the February Planning Commission meeting has expired.

If the necessary documentation is not received by February 22, 2011 staff will recommend to the Planning Commission to deny this request. If denied a new application and fee will be necessary for consideration.

If you have any questions, please call me at 231.398, 3808.

Sincerely,

CITY OF MANISTEE

Jon R. Rose
Community Development Director

JRR:djb

cc: City of Manistee Planning Commissioners
City Attorney

