

## **CITY OF MANISTEE PLANNING COMMISSION**

70 Maple Street  
Manistee, MI 49660

### **MEETING MINUTES**

January 2, 2014

A meeting of the Manistee City Planning Commission was held on Thursday, January 2, 2014 at 7pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 7:02 pm by Chair Yoder

Roll Call:

Members Present: Maureen Barry, Bill Dean, Ray Fortier, Mark Wittlieff, Roger Yoder

Members Absent: David Crockett (excused), Marlene McBride (excused)

Others: John Beach (310 Fifth Street), Ed Seng (448 E. Kott Road/200 River Street), Kathy Morin (AES), Mitch Deisch (City Manager), Denise Blakeslee (Planning & Zoning Administrator) and others

#### **APPROVAL OF AGENDA**

Motion by Ray Fortier, seconded by Bill Dean that the agenda be approved as prepared.

With a Roll Call vote this motion passed 4 to 0.

Yes: Dean, Fortier, Wittlieff, Yoder  
No: None

Commissioner Barry entered the Meeting.

#### **APPROVAL OF MINUTES**

Motion by Ray Fortier, seconded by Mark Wittlieff that the minutes of the December 5, 2013 Planning Commission Meeting be approved as prepared.

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

Yes: Dean, Fortier, Barry, Wittlieff, Yoder  
No: None

#### **PUBLIC HEARING**

Chair Yoder opened the Public Hearing at 7:04 pm

**PC 2014-01 Renaissance Painting Plus and Property Management LLC – Special Use Permit, Duplex**

A request has been received from Renaissance Painting Plus and Property Management LLC for a Duplex at 354 First Street.

**John Beach, 310 Fifth Street** presented the case to the Planning Commission. Mr. Beach is requesting approval for his request for a Special Use Permit for the home at 354 First Street to be a duplex. The home was previously a duplex, but was not registered and meets all of the requirements of a duplex. He has purchased 14 homes in Manistee and has spent \$700,000 upgrading them. He purchases most of the materials locally. He buys homes, guts and refurbishes them. He wants nice homes and upgrades the electrical, roof and meets all building codes. This building is ready to go except for the upstairs that they are waiting for approval before finishing.

**Denise Blakeslee, Planning & Zoning Administrator** – The request is for a duplex in the C-3 Central Business District. In the C-3 District there is no requirement to provide off street parking, but the applicant has shown on the site plan that there is room for four off street parking spaces. The proposal is to convert a single family home that was setup as a duplex in the past back into a duplex. The conversion will not alter the size of the building and currently there is more than 500 sq. ft. of living space on each floor (unit). The applicant is not changing any of the existing lighting on site, but staff has discussed with them the requirements if lighting were to be changed in the future. She received an email from Director of Public Safety Dave Bachman who had no objections to the request.

Chair Yoder opened the hearing for public comments – no comments from the public in attendance.

Chair Yoder asked if any correspondence had been received in response to the request.

E-Mail from Gary L. Patulski was read into the record (attached).

The applicant included a letter that was signed by six people who lived on First Street which Chair Yoder Read into the record (attached).

There were no more additional comments; the Public Hearing was closed at 7:14 pm.

**PUBLIC COMMENT ON AGENDA RELATED ITEMS**

None

**NEW BUSINESS**

**PC 2014-01 Renaissance Painting Plus and Property Management LLC – Special Use Permit, Duplex**

A public hearing was held earlier in response to a request from Renaissance Painting Plus and Property Management LLC for a Special Use Permit to allow the existing building at 354 First Street to be converted into a duplex.

Staff drafted a resolution to approve and a resolution to deny the request for the Planning Commission to use for their deliberation.

Commissioner Wittlieff expressed his concern about the number of rentals in the community.

MOTION by Ray Fortier, seconded by Bill Dean to adopt a resolution to approve the request from Renaissance Painting Plus and Property Management LLC for a Special Use Permit for a Duplex at 354 First Street as submitted with application PC-2014-01

With a Roll Call vote this motion passed 4 to 1.

Yes: Dean, Fortier, Barry, Yoder

No: Wittlieff

### **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-Committees of the Planning Commission and one member who shall serve on the Zoning Board of Appeals.

#### **EXECUTIVE COMMITTEE (Chair, Vice Chair, Secretary)/ 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 and if needed review Zoning Ordinance Amendments with the City Council Ordinance Review Committee. *Meet as needed*

Chair Yoder appointed: ***Marlene McBride – Secretary, Ray Fortier - Vice Chair, Roger Yoder - Chair***

#### **MASTER PLAN REVIEW COMMITTEE/GREEN INITIATIVE - AD HOC 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 and will review Green Initiative programs for the City of Manistee. These programs could include wind, solar and alternative energy programs that would benefit the community. *Meet as needed*

Chair Yoder appointed: ***Bill Dean, Marlene McBride, and Mark Wittlieff***

#### **SITE PLAN REVIEW/ SUBDIVISION COMMITTEE**

Site Plan Review Committee – Needed for Medium Site Plans for new construction; the Zoning Administrator has the option to forward requests to the Committee. Committee Review required for Planned Unit Developments. Subdivision Committee - This committee is required under section 1242.03 of the Code of Ordinances. *Meet as needed*

Chair Yoder appointed: ***Bill Dean, Mark Wittlieff, and Roger Yoder***

Chair Yoder appointed 2 Alternates: ***Maureen Barry and Dave Crockett***

One member of the Planning Commission will be appointed as the **Planning Commission Representative on the Zoning Board of Appeals**. Chair Yoder appointed ***Ray Fortier***.

### **By Law Review**

According to the By-Laws of the City of Manistee Planning Commission the commission shall annually review their By-Laws at the regularly scheduled meeting in January.

Members received copies of the By-Laws in their meeting packets. No Changes were made to the By-Laws.

### **Master Plan Review**

Under Section 125.3845, Sec. 45 (2) "At least every 5 years after adoption of a master plan, a planning commission shall review the master plan and determine whether to commence the procedure to amend the master plan or adopt a new master plan. The review and its findings shall be recorded in the minutes of the relevant meeting or meetings of the planning commission."

Motion by Maureen Barry, seconded by Ray Fortier that the Planning Commission will continue their work on rewriting the City of Manistee Master Plan

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

Yes: Wittlieff, Dean, Fortier, Barry, Yoder  
No: None

### **OLD BUSINESS**

None

### **PUBLIC COMMENTS AND COMMUNICATIONS**

**Ed Seng, 448 E. Kott Road/200 River Street** – Mr. Seng spoke to the Commission about his property at 200 River Street on the Peninsula. He has approached City Council about the Development Agreement he entered into with the City and change in Zoning for his property. He has had studies done on the property and there are no Developers interested. It does not work.

The development of the property will not happen in the near future and the best use of the property is to let him start shipping again. He has a company in the U.P. that he was shipping logs to until he was shut down. This would create 2-3 jobs and have impact on 200 jobs. He needs to go back to work. And has contacted various companies to bring new business to the peninsula and may be able to utilize the old Century Boat Property. He cannot dredge at the Century Boat location. He wanted to let the Commission know what was going on. He wants to get things in place by this spring. City Council will be discussing Mr. Seng's desire to re-open his shipping business at their Worksession on January 14, 2014. He would like a temporary permit for his business.

Commissioner Dean wanted to know the impacts these proposed uses would have on the area and the water. Commissioner Dean is a retired toxicologist and wants to see reports on environmental impacts.

Staff explained the process for amending the Zoning Ordinance and the time frame for an amendment which averages between 3 – 4 months and the requirements for notification, Public Hearing Process, Council Ordinance Review, and two readings at council.

**Kathy Morin, AES Director** – Ms. Morin gave the Commissioners a copy of “An overview of the types of activities AES staff and consultants are working on for 4<sup>th</sup> Quarter, 2013” (attached). Ms. Morin highlighted some of the developments and spoke of the impact developments have on adjoining municipalities. She said that there are positive things happening in Manistee. There is a lot of work spent on things that may not always have the same impact a new building will have, but the installation of utilities are necessary for communities.

**Mitch Deisch, City Manager** – Mr. Deisch spoke to the Commission about the Development Agreement that Mr. Seng, Reith Riley and the City entered into. Reith Riley would not have purchased Mr. Seng’s property if a Renaissance Zone was not created giving them the tax incentives necessary for the development of their Asphalt Transfer Station. The Neighborhood Revitalization Action Plan for the Manistee Peninsula and removing the Industrial/Shipping off the Peninsula justified the creation of the Renaissance Zone for Reith Riley. Significant tax incentives in the form of a Renaissance Zone was provided to Reith Riley based upon removal of industrial uses on the Peninsula.

The question that needs to be asked is “Does the Neighborhood Revitalization Action Plan for the Manistee Peninsula make sense?”

Mr. Seng’s request for a Temporary permit to reopen his business does not work. The Zoning Ordinance would need to be amended. If the ordinance were amended, if the City decided to remove the use at a later date it would create a pre-existing Legal Non-Conforming Use that would run with the property.

Mr. Deisch also spoke of Michigan’s Mathieu-Gas Home Improvement Act for routine careful maintenance and minor improvements to residential properties. The complete renovation of a property would not be eligible under the Mathieu-Gas Act. He also spoke of the Neighborhood Enterprise Zone program that provides tax incentives for the development and rehabilitation of residential housing. These NEZ’s would need to be designated.

Mr. Seng gave a copy of the information that he presented to City Council for staff to copy for the Planning Commissioners. This item will be on the Planning Commission worksession on January 16, 2014 for further discussion.

## **CORRESPONDENCE**

None

## **STAFF/SUB-COMMITTEE REPORTS**

**Denise Blakeslee, Planning & Zoning Administrator** – Updated copies of the City of Manistee Community Visioning Summary were handed out to the members. Copies of the recently released

American Community Survey (ACS) Demographic and Housing Estimates; Selected Housing Characteristics; Selected Economic Characteristics; Selected Social Characteristics in the United States were given to members. This information was found in a link on the Northwest Michigan Council of Governments December 2013 Newsletter. She also spoke of seminars that are being scheduled for the upcoming year.

#### **MEMBERS DISCUSSION**

Chair Yoder congratulated Commissioner Fortier on the newspaper article in the Ludington Daily News that spoke of his volunteer work at the Museum.

The Planning Commission will hold a Worksession on January 16, 2014

The next regular meeting of the Planning Commission will be held on Thursday, February 6, 2014.

#### **ADJOURNMENT**

Motion by Ray Fortier, seconded by Maureen Barry that the meeting be adjourned. MOTION PASSED UNANIMOUSLY.

Meeting adjourned at 8:05 pm

MANISTEE PLANNING COMMISSION

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Denise J. Blakeslee, Recording Secretary

**Denise Blakeslee**

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**From:** Gary Patulski <gpatulski@yahoo.com>  
**Sent:** Sunday, December 29, 2013 10:13 AM  
**To:** Denise Blakeslee; Colleen Kenny; Chip Goodspeed; Catherine Zaring; Ed Cote; Eric Gustad; Mark Wittlief; Mitch Deisch; Robert Hornkohl  
**Subject:** Planning meeting

December 29, 2014

Dear Planning Commission and City Council:

Please read this at the January 2, 2014 Meeting and record it in the minutes.

The home at 354 First Street was a deteriorating house that sold for \$25,000. The condition of the house was so poor it did not qualify for any type of financing. This story is similar to so many other homes throughout the City of Manistee, which are run down, in need of repair or should be demolished. It is a sad reflection on Manistee that a house is sold for \$10.36 per SF and when business people make statements of property being worthless and that the City's 2008 commercial and residential plans are laughed at by developers.

For the house at 354 First Street, however, there may be hope. Someone is interested in investing money in the property.

Not only should this project be approved, the City of Manistee should give property tax incentives to all property owners who make improvements to their property. No tax on the value of the improvement for 7 years. It would be a win-win for 1) property owners, 2) local contractors, and 3) the City. It is long past due that the Planning Commission and City Council take serious action to turn Manistee around.

The City Planning Commission and Council need to ask themselves why so many houses in the City are in such poor shape. It is pretty easy to conclude it is due to a lack of jobs in the area. City Management has not helped in this area. How many opportunities for new jobs in Manistee have been turned down? However, with jobs and tax incentives, how many homes could be improved to make the city attractive to others, not only in the Council specific designated areas but through-out the city? It is time for the City Management to start taking some initiative, on their own, instead of waiting on the State of Michigan for direction and funding for everything. That is true leadership. That is the leadership residents are expecting to see in 2014.

Approve the special use permit for 354 First Street, work on tax incentives for home improvements throughout the city, and immediately work on closing the Seng deal for jobs.

Sincerely,

Gary L. Patulski

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RENAISSANCE PAINTING PLUS & PROPERTY MANAGEMENT LLC



December 5th, 2013

To whom it may concern, we the owners of Renaissance Painting Plus & Property Management LLC want to upgrade our home at 354 1st street and we would also like to petition the city for our duplex permit. This has been a duplex since the 1940's and we would love to get it back to the duplex it is set up to be. We would greatly appreciate if you neighbors as a community would help us to do this to our house. We are trying to upgrade this house for not only us but the community around it, this house has sat empty for sometime. If we could get everyone signature it would mean a great deal to us. Thank you for your time and patience with us.

Name	Address	Signature
1. <u>Barbara Patterson</u>	<u>357 First St.</u>	<u>Barbara Patterson</u>
2. <u>John Veach</u>	<u>384 First St</u>	<u>John Veach</u>
3. <u>Amy Garrison</u>	<u>362 1st St</u>	<u>Amy Garrison</u>
4. <u>Richard Morris</u>	<u>357 1st St</u>	<u>Richard Morris</u>
5. <u>Jean Smith</u>	<u>353 1st St.</u>	<u>Jean Smith</u>
6. <u>Melissa Willard</u>	<u>332 1st St</u>	<u>Melissa Willard</u>
7. _____	_____	_____
8. _____	_____	_____
9. _____	_____	_____



*An overview of the types of activities AES staff and consultants  
are working on for 4<sup>th</sup> Quarter, 2013*

***JOBS: Retaining, Expanding and Attracting Businesses and Jobs***

- Coordinating multiple sources of financial, marketing, permitting and other assistance for a \$15 million investment to renovate and reopen Portage Point Inn, which will result in significant job creation and economic impact for the region.
- Providing services to support capital formation and business planning for small businesses in Manistee County with a Small Business Technology and Development Center (SBTDC) representative housed with AES (shared with Benzie County through the NWMCOG).
- Secured funding to establish agriculture innovation district encompassing the Lakes to Land Region to further develop agriculture initiatives in areas that have identified it as a priority.
- Developing comprehensive economic development and marketing resource guides for Manistee County. "Live" and "Work" will complement the "Visit" guide being published by the Manistee County Visitors Bureau. While the Visitors Bureau guide will be available in December 2013, our materials should be available early 2014, with an accompanying collaborative website available mid-2014.
- Coordinating all forms of development assistance for two potential new Manistee manufacturers, including meeting with DEQ's Air Quality Division in Lansing and discussions with MEDC on possible financial assistance.
- Continuing to offer/provide support for development of new Meijer store as needed.
- Participation with the Manistee Main Street/DDA Economic Restructuring Committee to help strengthen business development in downtown Manistee.
- Initiated process to develop plan and capital base for entrepreneur with two highly marketable products with demonstrated market appeal.
- Hosted a day-long meeting with economic development specialist from the Michigan Department of Agriculture and Rural Development to meet with local growers and value added production companies to discuss expansion opportunities, workforce development, and barriers to growth and employment.
- Participation with the County Brownfield Redevelopment Authority.
- Working with the City of Manistee and a private developer with the River Parc Condo development for several programs including MSHDA rental rehabilitation, MEDC CDBG blight elimination and a brownfield redevelopment plan.

***INFRASTRUCTURE: Developing infrastructure to support community & economic development***

- Facilitating process for Manistee Township, Little River Band of Ottawa Indians, City of Manistee, and Manistee County to develop/expand municipal sewer and water capacity along the US 31 North Corridor.
- Collaborating with Filer Township Board of Trustees and Filer Township DDA Board to develop strategy for sewer development along the US 31 South Corridor, and assist the DDA in developing an approach to secure DDA management assistance.
- Assisting Onekama Township in request for qualifications proposals to develop sewer to Portage Point Inn as part of the Inn's redevelopment, and also on behalf of Arcadia Township to complete a municipal sewer plan and design. Also facilitated initial consultant meetings to develop definitive work plans and budgets.
- Facilitation and development of the first Manistee County Board of Commissioners Strategic Plan underway.
- Partnering with over 40 local, state, regional and federal organizations and agencies to expand "Explore the Shores" to make Manistee County a destination for people of all ages, needs and abilities to access and enjoy water resources.
- Announced release of several master plans through Lakes to Land Initiative to the 63-day comment period.
- Support of the Great Start Collaborative and early childhood education including partnering with Manistee ISD to house the co-coordinator position with AES.
- In cooperation with the Manistee County Community Foundation, development of the Manistee College Access Network program.
- Completed the first Harbor Commission Strategic Plan for the City of Manistee.

***RESOURCES: Securing resources to implement community & economic development strategies***

- Managing/supporting grants that support master plan and recreation plan implementation with developments at Little Manistee Weir in Stronach Township; First Street Beach in the City of Manistee; Village Campground in the Village of East Lake; Village Park on Portage Lake in the Village of Onekama; Langland Park on Lake Michigan in Onekama Township; Grebe Park on Arcadia Lake and Township Park on Lake Michigan in Arcadia Township.
- Secured funding to develop common zoning language for municipal units in the Lakes to Land Regional Initiative, which has already assisted with 20 local planning commission representatives with taking MSU Extension's Citizen Planner course.
- Working in conjunction with the Historic Vogue Theater of Manistee Board capital campaign committee to complete the \$2.4 million needed to reopen Vogue Theatre. Developed funding requests involving major foundations and philanthropic interests.
- Organized event around MEDC grant of \$500,000 to support Vogue restoration and dedicating the "Pure Michigan" stage at the theatre involving MEDC CEO Mike

Finney, with a special meeting after to provide an overview of community and economic development activities in Manistee County.

- Assisted Onekama Township, Village of Bear Lake and Arcadia Township in completing DEQ SAW grant applications seeking funds to either implement or develop watershed plans for Portage Lake Watershed, Greater Bear Watershed and Bowens Creek (Arcadia Watershed).
- Sought MDARD funding that would provide final capital infusion to start all operations of the Manistee Community Kitchen's Iron Works Café project.
- Sought MDARD funding to support integration of agriculture into professional development for science and math teachers countywide, viewed as an important step toward addressing agriculture/workforce development issues.
- Secured \$30,000 DEQ Coastal Management Program grant to support the Arcadia/Pierport watershed plan development.
- Collaborated with Grand Traverse Regional Land Conservancy in developing an approximately \$200,000 implementation grant application to DEQ to implement the Greater Bear Watershed Plan.
- Coordinated collaborative effort toward multi-phase development plan for Village of East Lake.
- Met with MDARD on new funding initiative. Expect to seek \$200,000 grant related to agriculture/workforce development, directly related to existing grower/producer needs.

**NOTE:**

This list of activities is not inclusive of all current efforts, however it provides a general overview of the types of projects and programs being utilized to strengthen our communities and grow our economic base.

AES works closely with and facilitates connections to various resources and agencies such as USDA Rural Development, Michigan Department of Transportation (MDOT), Michigan Department of Agriculture and Rural Development (MDARD), Michigan Economic Development Corporation (MEDC), Michigan Department of Treasury, Michigan Department of Environmental Quality (DEQ), Michigan Department of Natural Resources (DNR), Great Lakes Fisheries Trust, Mott Foundation, Oleson Foundation and more.

**CONTACT:**

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Updated December 12, 2013

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