

MANISTEE CITY PLANNING COMMISSION

Meeting of Thursday, July 9, 2015
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 July 9, 2015 Agenda.

IV Approval of Minutes

At this time Planning Commission can take action to approve the June 4, 2015 meeting Minutes.

V Public Hearing

PZ15-07 Keeping of Chickens or Ducks

Zoning Amendment Z15-07 was drafted to allow the keeping of Chickens or Ducks in the R-1, R-2 and R-3 Residential Zoning Districts.

At this time the Chair shall open the hearing.
City Staff shall present the Amendment
The hearing will be opened for public comments
The hearing will be closed

VI Public Comment on Agenda Related items

VII New Business

PZ15-07 Keeping of Chickens or Ducks

A Public Hearing was held earlier for public input on Zoning Amendment Z15-07 which was drafted to allow the keeping of Chickens or Ducks in the R-1, R-2 and R-3 Residential Zoning Districts.

At this time the Planning Commission could take action to recommend to City Council to approve proposed zoning amendment PZ15-07 which would add Section 535 Keeping of Chickens or Ducks to the City of Manistee Zoning Ordinance.

PC-2015-01 Glenn & Catherine Zaring/Gerald Hubbard Parcel Split and Combination Request

A request has been received from Glenn & Catherine Zaring and Gerald Hubbard for a Parcel Split and Combination. The Zaring's own the home at 321 Fifth Street parcel 51-612-325-01 and wish to split the south 23 feet of their parcel, which would then be combined with the Hubbard's property at 510 Cypress Street parcel 51-612-325-02.

At this time the Planning Commission could take action to recommend to City Council to approve or deny the request from Glenn & Catherine Zaring and Gerald Hubbard for a Parcel Split that would transfer the south 23 feet of the Zaring's parcel 51-612-325-01 to the Hubbard's parcel 51-612-325-02.

VIII Old Business

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

Memorandum



Denise Blakeslee
Planning & Zoning
Administrator

70 Maple Street
Manistee, MI 49660
231.398.2805

dblakeslee@manisteemi.gov
www.manisteemi.gov

TO: Planning Commissioners
FROM: Denise Blakeslee, Planning & Zoning Administrator
DATE: June 30, 2015
RE: July 9, 2015 Meeting – Changed because of the Holiday

Commissioners, the next meeting of the Planning Commission will be on **Thursday, July 9, 2015**. We have the following items on the agenda:

Ordinance Amendment Z15-07, ADD Section 535 Keeping of Chickens or Ducks - Zoning Amendment Z15-07 was drafted to allow the keeping of Chickens or Ducks in the R-1, R-2 and R-3 Residential Zoning Districts.

PC-2015-01 Glenn & Catherine Zaring/Gerald Hubbard Parcel Split and Combination Request - The Zaring's own the home at 321 Fifth Street parcel 51-612-325-01 and wish to split the south 23 feet of their parcel, which would then be combined with the Hubbard's property at 510 Cypress Street parcel 51-612-325-02.

Reminder, Chair Yoder is giving his annual report to City Council on July 7th. If you are unable to attend the meeting, please call me at 398.2805. See you Thursday!!

CITY OF MANISTEE PLANNING COMMISSION

70 Maple Street
Manistee, MI 49660

MEETING MINUTES

June 4, 2015

A meeting of the Manistee City Planning Commission was held on Thursday, June 4, 2015 at 7pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 7:03 pm by Chair Yoder

Roll Call:

Members Present: Maureen Barry, Ray Fortier, Marlene McBride, Roger Yoder

Members Absent: Judd Brown (excused), Bill Dean (excused), Mark Wittlieff (excused)

Others: Denise Blakeslee (Planning & Zoning Administrator)

APPROVAL OF AGENDA

Motion by Ray Fortier, seconded by Maureen Barry that the agenda be approved as prepared.

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

Yes: Barry, Fortier, McBride, Yoder
No: None

APPROVAL OF MINUTES

Motion by Ray Fortier, seconded by Marlene McBride that the minutes of the May 7, 2015 Planning Commission Meeting be approved as prepared.

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

Yes: Fortier, Barry, McBride, Yoder
No: None

PUBLIC HEARING

None

PUBLIC COMMENT ON AGENDA RELATED ITEMS

None

NEW BUSINESS

Draft Ordinance Amendment, ADD Section 535 Keeping of Chickens or Ducks

An Ad Hoc Domestic Animals Committee first met in July of 2013 and drafted an amendment to Section 606 Animals of the General Law Ordinances. City Council introduced the Ordinance at the September 2, 2014 meeting. Changes in the Michigan Right to Farm Act and changes in Generally Accepted Agricultural and Management Practice (GAAMP) resulted in the ordinance being placed on hold.

At the January Planning Commission worksession the Commission discussed the changes GAAMP resulted in the need to specify in the Zoning Ordinance if Chickens or Ducks would be permitted. The discussion by the Commission was that chickens or ducks should be allowed in the R-1, R-2 and R-3 Zoning Districts. The regulation and enforcement would be under Section 606 Animals of the General Law Ordinances of the City of Manistee.

Staff drafted language to Section 606 Animals that has been reviewed by the City Attorney and the Ad Hoc Domestic Animals Committee that is being forwarded to the Council Ordinance Committee for their consideration. A component of the Ordinance is the need to provide language in the Zoning Ordinance that specifies the zoning districts where Chickens or Ducks would be permitted.

The language that is proposed is as follows:

535 KEEPING OF CHICKENS OR DUCKS

The keeping of Chickens or Ducks is permitted in the R-1, R-2, and R-3 Districts if conforming to Section 606 Animals of the General Law Ordinances of the City of Manistee.

Motion by Marlene McBride, seconded by Maureen Barry that a Public Hearing be scheduled for a proposed Zoning Amendment that would ADD Section 535 Keeping of Chickens or Ducks to the City of Manistee Zoning Ordinance.

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

Yes: Fortier, Barry, McBride, Yoder

No: None

OLD BUSINESS

None

PUBLIC COMMENTS AND COMMUNICATIONS

None

CORRESPONDENCE

None

STAFF/SUB-COMMITTEE REPORTS

Denise Blakeslee, Planning & Zoning Administrator – Spoke about the meeting that is required under the RRC program for City Council and Boards and Commission, prioritizing redevelopment sites, and the Community Build of Rotary Park.

Staff drafted the annual report to City Council for the commissions review. No changes were made; Chair Yoder will give the presentation on July 7th.

The Planning Commission does not have a worksession scheduled for June

The next regular meeting of the Planning Commission will be held on Thursday, July 9, 2015 due to the holiday.

ADJOURNMENT

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

Meeting adjourned at 7:35 pm

MANISTEE PLANNING COMMISSION

Denise J. Blakeslee, Recording Secretary

Memorandum



TO: Planning Commissioners

FROM: Denise Blakeslee
Planning & Zoning Administrator

DATE: June 29, 2015

RE: Z15-07 Keeping of Chickens or Ducks

Denise Blakeslee
Planning & Zoning
Administrator
70 Maple Street
Manistee, MI 49660
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Commissioners, we reviewed language that has been drafted that would allow Chickens (not roosters) and ducks in the R1, R2 and R3 zoning districts at the June meeting. The public hearing has been scheduled for the July meeting.

The language that is proposed is as follows:

535 KEEPING OF CHICKENS OR DUCKS

The keeping of Chickens or Ducks is permitted in the R-1, R-2, and R-3 Districts if conforming to Section 606 Animals of the General Law Ordinances of the City of Manistee.

Ordinance Z15-08

**AN ORDINANCE TO AMEND IN PART
AN ORDINANCE ENTITLED "MANISTEE CITY ZONING ORDINANCE"
WHICH WAS ADOPTED FEBRUARY 21, 2006,**

To Amend the Manistee City Zoning Ordinance

**Article 5: General Provisions
ADD Section 535 Keeping of Chickens or Ducks**

THE CITY OF MANISTEE, MANISTEE COUNTY, MICHIGAN, ORDAINS:

1. That Article 5: General Provisions, ADD Section 535 Keeping of Chickens or Ducks as follows:

535 KEEPING OF CHICKENS OR DUCKS

The keeping of Chickens or Ducks is permitted in the R-1, R-2, and R-3 Districts if conforming to Section 606 Animals of the General Law Ordinances of the City of Manistee.

2. CONFLICTING ORDINANCES: that any and all ordinances of City of Manistee which may conflict with the provisions of this ordinance be and are hereby rescinded.
3. EFFECTIVE DATE: This Ordinance shall take effect seven days after publication in the Manistee News Advocate.

Colleen Kenny, Mayor

Dated

ATTEST:

Michelle Wright Dated
City Clerk/Deputy Treasurer

Memorandum



Denise Blakeslee
Planning & Zoning
Administrator

70 Maple Street
Manistee, MI 49660
231.398.2805

dblakeslee@manisteemi.gov
www.manisteemi.gov

TO: Planning Commissioners

FROM: Denise Blakeslee, Planning & Zoning Administrator

DATE: June 30, 2015

RE: Zaring/Hubbard Parcel Split and Combination Request

Commissioners, we have received a request from Glenn & Catherine Zaring and Gerald Hubbard for a Parcel Split and Combination. The Zaring's own the home at 321 Fifth Street parcel 51-612-325-01 and wish to split the south 23 feet of their parcel, which would then be combined with the Hubbard's property at 510 Cypress Street parcel 51-612-325-02. The attached survey shows that the setback requirements of the ordinance have been met and helps bring the Hubbard's parcel into compliance with the parcel width and area requirements for the R-2 Medium Density Residential Zoning District.





Planning & Zoning, City Hall
 70 Maple Street, P.O. Box 358,
 Manistee, MI 49660
 231.398.2806 (phone)
 231.723.1546 (fax)

Parcel Split Request Form

Please Print

Parcel Combination Requirements		
Any Split of a Parcel within the City of Manistee requires review and approval of the Planning Commission and City Council. Even if the Parcel contains platted lots approval is still required. Requests are reviewed for compliance with the Zoning Ordinance. If a request meets all of the requirements of the Zoning Ordinance it will be forwarded to the City Planning Commission. The Planning Commission reviews the request and makes recommendation to the City Council. Notification will be mailed to applicants regarding City Council's determination. Requests must include the fee of \$100.00 for the first split and \$50.00 for each additional split . Incomplete requests will be returned to the applicant. <i>Must be submitted 15 days prior to the Planning Commission meeting to be placed on the agenda.</i>		
To update their property taxes the property owner should send a copy of the determination to: Equalization Department County Courthouse 415 Third Street Manistee, MI 49660		
If the parcel involves a principal residence or homestead it is up to the applicant to notify the City Assessor at (231) 398-2802 to update their Homestead Exemption.		
Property Information		
Address: <u>321 5th ST</u>	Parcel # <u>51-612-325-1</u>	
Applicant Information		
Name of Owner: <u>Gloria C & Catherine Zeringue</u>		
Address: <u>321 5th St Manistee</u>		
Phone #:	Cell#: <u>231-510-3691</u>	e-mail: <u>clzeringue@gmail.com</u>
Project Information		
Reason for Request: <u>assessing neighborhood in requiring conforming lot</u>		
Site Plan Requirements		
The applicant is responsible to provide a survey and legal descriptions of the proposed parcels (unless waived by the Zoning Administrator). If buildings or structures are located on a parcel a site plan showing set-backs is required. Requests are reviewed for compliance with the Zoning Ordinance. The Zoning Administrator reserves the right to require additional information necessary to meet the requirements of the Zoning Ordinance.		
Authorization		
By signing the application the applicant is authorizing City Staff permission to make site inspections as necessary. The undersigned affirms that the information included in this application is correct.		
Signature: <u>[Signature]</u>		Date: <u>6/29/15</u>
<input checked="" type="checkbox"/> Fee of \$100.00 for the first split and \$50.00 for each additional split enclosed and Site Plan for project attached (permit cannot be issued without site plan)		
Office Use Only		
Fee: <input type="checkbox"/> \$50.00 <input checked="" type="checkbox"/> \$100.00	Receipt # <u>32853</u>	
Notes: <u>- must be combined w/ Hubbard parcel.</u>		
Signature: <u>[Signature]</u>		Date: <u>6.29.15</u>

Parcel Split Request

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[Signature] James S. Hubbard

