

MANISTEE CITY PLANNING COMMISSION

Meeting of Thursday, November 5, 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 November 5, 2015 Agenda.

IV Approval of Minutes

At this time Planning Commission can take action to approve the October 1, 2015 meeting Minutes.

V Public Hearing

VI Public Comment on Agenda Related items

VII New Business

Goals and Objections – Master Plan Update

The public input session/charrette took place on October 15, 2015. The information that was gathered from the input session/charrette along with the information from the public visioning session and online survey will be used to formulate goals and objectives for the master plan update.

At this time the Planning Commission will develop goals and objectives for the master plan update.

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 Worksession

XIV Adjournment

Memorandum



Denise Blakeslee
Planning & Zoning
Administrator

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TO: Planning Commissioners
FROM: Denise Blakeslee, Planning & Zoning Administrator
DATE: October 27, 2015
RE: November 5, 2015 Meeting

Commissioners, the next meeting of the Planning Commission will be on Thursday, November 5, 2015. We have the following items on the agenda:

Goals and Objections – Master Plan Update - The information that was gathered from the input session/charrette along with the information from the public visioning session and online survey will be used to formulate goals and objectives for the master plan. County Planner Rob Carson will facilitate the development of goals and objectives.

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

October 1, 2015

A meeting of the Manistee City Planning Commission was held on Thursday, October 1, 2015 at 7pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 7:00 pm by Chair Yoder

ROLL CALL

Members Present: Ray Fortier, Marlene McBride, Mark Wittlieff, Roger Yoder

Members Absent: Maureen Barry (excused), Vacancy (2)

Others: Jim Snellenberger and Kim Cogle (381 Sixth Street), and Denise Blakeslee (Planning & Zoning Administrator)

APPROVAL OF AGENDA

Motion by Ray Fortier, seconded by Mark Wittlieff that the agenda be approved as prepared.

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

Yes: Fortier, McBride, Wittlieff, Yoder

No: None

APPROVAL OF MINUTES

Motion by Mark Wittlieff, seconded by Marlene McBride that the minutes of the September 3, 2015 Planning Commission Meeting be approved as prepared.

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

Yes: Fortier, McBride, Wittlieff, Yoder

No: None

PUBLIC HEARING

None

PUBLIC COMMENT ON AGENDA RELATED ITEMS

None

NEW BUSINESS

PC-2015-04 - Jim Snellenberger, Kim Cogle, 381 Sixth Street – Accessory Structure Architectural Compatibility

Jim Snellenberger and Kim Cogle would like to remove their existing detached garage and construct a new garage (accessory structure that would not exceed 24 feet in height). Under Section 515.D of the Zoning Ordinance Mr. Snellenberger and Ms. Cogle are requesting a higher structure to achieve architectural compatibility with the principal building. The Ordinance limits accessory buildings to 18 feet in height.

Motion by Mark Wittlieff, seconded by Ray Fortier that the Planning Commission approve the request from Jim Snellenberger and Kim Cogle to allow the construction of an accessory structure not to exceed 24 feet in height to achieve architectural compatibility with the principal building as allowed under section 515.D of the Zoning Ordinance.

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

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

Schedule Meeting/Worksession Dates 2016

The Manistee City Planning Commission generally holds their regular business meetings on the first Thursday of each month and worksessions on the third Thursday of the month. These meetings are held in Council Chambers, City Hall, 70 Maple Street, Manistee Michigan at 7:00 pm. Staff has prepared a list of meeting/worksession dates for 2016 for the Commissioners consideration.

The Commission discussed the need for worksessions and that it may be deterring people from applying to the Planning Commission by having regularly scheduled worksessions. This past year three worksessions were cancelled because there were not items for discussion, staff can add worksession items to regular meeting agendas and if worksessions were needed they can be scheduled.

Motion by Mark Wittlieff, seconded by Ray Fortier that the Planning Commission schedules their meetings dates for 2016 as follows:

January 7, 2016	February 4, 2016	March 3, 2016	April 7, 2016
May 5, 2016	June 2, 2016	July 7, 2016	August 4, 2016
September 1, 2016	October 6, 2016	November 3, 2016	December 1, 2016

Worksessions will be scheduled as needed.

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

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

Maps – Master Plan Update

County Planner Rob Carson prepared draft maps for the Master Plan Update for the Commissioners to review. The commissioners reviewed the maps and made corrections as needed.

The Public Input Session/Charrette has been scheduled for October 15, 2015 at 7 pm. This will be held during the regularly scheduled worksession.

OLD BUSINESS

None

PUBLIC COMMENTS AND COMMUNICATIONS

None

CORRESPONDENCE

Chair Yoder read a letter of resignation from Commissioner Judd Brown who resigned because he is moving out of the area.

STAFF/SUB-COMMITTEE REPORTS

Denise Blakeslee, Planning & Zoning Administrator – Noted that Commissioner Wittlieff and Commissioner Barry will not be at the October Worksession due to work commitments.

The Planning Commission will hold a Worksession on October 15, 2015

The next regular meeting of the Planning Commission will be held on Thursday, November 5, 2015

ADJOURNMENT

Motion by Ray Fortier, seconded by Marlene McBride that the meeting be adjourned. MOTION PASSED UNANIMOUSLY.

Meeting adjourned at 8:05 pm

MANISTEE PLANNING COMMISSION

Denise J. Blakeslee, Recording Secretary

CITY OF MANISTEE PLANNING COMMISSION WORKSESSION

70 Maple Street, Manistee, MI 49660

October 15, 2015

NOTES

A Worksession of the Manistee City Planning Commission was held on Thursday, October 15, 2015 at 7 pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 7:05 by Chair Yoder

Roll Call:

Members Present: Ray Fortier, Marlene McBride, Roger Yoder

Members Absent: Maureen Barry (excused), Mark Wittlieff, Vacancy (2)

Others: Rob Carson (County Planner), Denise Blakeslee (Planning & Zoning Administrator) and others

Public Input Session/Charrette

Members of the community were invited to this last input session before the release of the first draft of the Master Plan. County Planner Rob Carson facilitated the Charrette and will compile all of the input received for the planning commission to develop the long-range priorities, goals and strategies at their November 5, 2105.

The public in attendance were broken out into three groups for discussion/brainstorming. A recorder was selected and they used a SWOT process for discussing Economic Development/Job Creation, Transportation, Education/Schools, Housing, Parks and Recreation, Aesthetics, Land Use and Zoning and were able to create other categories they felt were needed.

The attendees will receive copies of the compiled data by email or regular mail.

ADJOURNMENT - The Worksession adjourned at 9:25 pm

MANISTEE PLANNING COMMISSION

Denise J. Blakeslee, Recording Secretary