

MANISTEE CITY PLANNING COMMISSION

Meeting of Thursday, June 2, 2016
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 June 2, 2016 agenda.

IV Approval of Minutes

At this time Planning Commission can take action to approve the May 5, 2016 meeting minutes.

V Public Hearing

VI Public Comment on Agenda Related items

VII New Business

Work Plans

The Planning Commission will discuss how to develop work plans after the Master Plan is adopted.

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



To: Planning Commissioners

FROM: Denise Blakeslee
Planning & Zoning Administrator

DATE: May 25, 2016

RE: June 2, 2016 Meeting

Denise Blakeslee
Planning & Zoning
Administrator
70 Maple Street
Manistee, MI 49660
231.398.2805
dblakeslee@manisteemi.gov
www.manisteemi.gov

Commissioners, the next meeting of the Planning Commission will be on Thursday, June 2, 2016. We have not received any requests for the June meeting.

This provides us the opportunity to discuss how to develop work plans for the areas the Planning Commission was identified as one of the responsible parties in Chapter 3: Goals, Future Land Use of the proposed Master Plan.

If you are unable to attend the meeting please call me at 398-2805.

CITY OF MANISTEE PLANNING COMMISSION

70 Maple Street
Manistee, MI 49660

MEETING MINUTES

May 5, 2016

A meeting of the Manistee City Planning Commission was held on Thursday, May 5, 2016 at 7pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

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

ROLL CALL

Members Present: Maureen Barry, Aaron Bennett, Ray Fortier, Marlene McBride, Mark Wittlieff

Members Absent: Gabriel Walker (excused), Roger Yoder (excused)

Others: Miranda Mead (220 Grove Street), Denise Blakeslee (Planning & Zoning Administrator) and others

APPROVAL OF AGENDA

Motion by Mark Wittlieff, seconded by Marlene McBride that the agenda be approved as prepared.

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

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

APPROVAL OF MINUTES

Motion by Mark Wittlieff, seconded by Marlene McBride that the minutes of the April 7, 2016 Planning Commission Meeting be approved as prepared.

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

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

PUBLIC HEARING

Vice Chair Barry opened the Public Hearing at 7:01 pm

PC-2016-06 – Miranda Mead, Karen Schaab, and Don Reinhold – Street Vacation Request

A Public Hearing is being held in response to a request from Miranda Mead, Karen Schaab and Don Reinhold to vacate that portion of undeveloped Duffy Street located between Monroe Street and Grove Street.

Miranda Mead, 220 Grove Street – Ms. Mead presented the case to the Planning Commission. They have made a request to vacate the undeveloped portion of Duffy Street. Their property currently has three front yards that prohibits them from making improvements to the property.

Commissioner Bennett entered the meeting at 7:06 pm

Denise Blakeslee, Planning & Zoning Administrator - The application that was received was signed by all three adjacent property owners. If vacated the street would be divided down the middle with the west half being added to the Mead parcel. The east half of the street would be divided with the portion adjacent to the property being assigned to the Schaab and Reinhold parcels.

Staff forwarded the request to the DPW Director and City Engineer's office and the utility companies. Staff received an email from Eric Gustad, Public Affairs Area Manager, Consumers Energy and Memo from DPW Director Jeff Mikula (attached) that were distributed to the Commissioners.

The Planning Commission is responsible for reviewing the request and making recommendation to City Council who have the final approval.

Vice Chair Barry opened the hearing for public comments.

None

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

No additional correspondence was received.

There were no more additional comments; the Public Hearing was closed at 7:09 pm.

PUBLIC COMMENT ON AGENDA RELATED ITEMS

None

NEW BUSINESS

PC-2016-06 – Miranda Mead, Karen Schaab, and Don Reinhold – Street Vacation Request

A Public Hearing was held earlier in response to a request from Miranda Mead, Karen Schaab and Don Reinhold to vacate that portion of undeveloped Duffy Street located between Monroe Street and Grove Street.

Motion by Aaron Bennett, seconded by Mark Wittlieff that the Planning Commission recommends to City Council to approve the request from Miranda Mead, Karen Schaab and Don Reinhold to vacate that portion of undeveloped Duffy Street located between Monroe Street and Grove Street reserving any existing utility easements including a 30 foot permanent easement to the City centered over the sanitary sewer main that crosses through the right-of-way.

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

Yes: Wittlieff, Fortier, Bennett, McBride, Barry
No: None

OLD BUSINESS

Master Plan Update

The Planning Commission received a final draft of the Master Plan for review. The next step is to submit the proposed plan to the City Council for review and comment.

Staff noted three minor corrections.

Motion by Mark Wittlieff, seconded by Ray Fortier that the Planning Commission submits the final draft of the Master Plan to City Council for review and comment.

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

Yes: Wittlieff, Fortier, Bennett, McBride, Barry
No: None

PUBLIC COMMENTS AND COMMUNICATIONS

None

CORRESPONDENCE

None

STAFF/SUB-COMMITTEE REPORTS

Denise Blakeslee, Planning & Zoning Administrator – Reminder that there is a sign workshop on May 18, 2016.

MEMBERS DISCUSSION

None

The next regular meeting of the Planning Commission will be held on Thursday, June 2, 2016

ADJOURNMENT

Motion by Ray Fortier, seconded by Mark Wittlieff that the meeting be adjourned. MOTION PASSED UNANIMOUSLY.

Meeting adjourned at 7:15 pm

MANISTEE PLANNING COMMISSION

Denise J. Blakeslee, Recording Secretary

Denise Blakeslee

From: Eric D. Gustad <Eric.Gustad@cmsenergy.com>
Sent: Wednesday, April 20, 2016 12:53 PM
To: Denise Blakeslee
Subject: Duffy Street Vacation
Attachments: 20160420124722663.pdf

Follow Up Flag: Flag for follow up
Flag Status: Flagged

Hello Denise,

Thank you for taking the time to explain this project to me. I had our service team lead go out and inspect the site and it doesn't look like we have any of our utilities that would be impacted. In short Consumers Energy does not have any utilities that would be affected by this agreement and would not object to the agreement as proposed. Stipulating as we discussed any rights protected by utility right of way if there were a need in the future.

Thank you and have a great day,

Eric D. Gustad
Public Affairs Area Manager
Mason-Mecosta-Manistee-Osceola-Lake
5035 W Progress Drive
Ludington, MI 49431
Office: 231-480-2032
Cell: 231-233-5830

WORKING TO DELIVER THE ENERGY YOU NEED, WHENEVER YOU NEED IT.
THAT'S OUR PROMISE TO MICHIGAN!

 Please consider the environment before printing this email



MEMO TO: Denise Blakeslee, Planning and Zoning
Administrator

FROM: Jeffrey W. Mikula, Public Works Director

DATE: May 3, 2016 *JW*

SUBJECT: Duffy St Vacation Request



Public Works
231-723-7132

The Public Works Department has reviewed the request. Strategically this section is not needed to improve or enhance the street network and therefore does not object to the request.

There is a City Sanitary Sewer Main that crosses through this Right of Way. The sewer serves the Mead house and the homes to the west along Grove St. and outlets to Washington St. The vacation should be subject to a 30 foot permanent easement to the City centered over the pipeline. No structures can be built within the easement. The City will remove the guardrail sections on the property once the vacation process is completed.

The proposed driveway approach onto Monroe St is also acceptable.
A few conditions should include:

- 1) Should the construction of the driveway impact a City sanitary manhole casting, the casting must be adjusted to be flush with the surrounding land/driveway.
- 2) The driveway flares should begin along the south edge of the asphalt bike lane. Any loose or crack asphalt should be replaced.
- 3) Storm water should be directed to the ditch line of Monroe St and not onto the roadway surface itself.

CHAPTER 3: GOALS, FUTURE LAND USE AND IMPLEMENTATION

This section of the Plan builds upon the Community profile presented in Chapter 2. The form and vitality of any community is defined largely by how its citizens see the way land is used and how that use relates to their daily life. As a result, the way we use the land is linked directly to the quality of life in the City of Manistee.

As a guide the Plan is dynamic in nature; changing conditions may affect some assumptions used within the Plan, but changing conditions don't necessarily mean the Plan must change. The City must examine changes as they develop and decide if the principles on which the Plan was based are still valid. If so, the Plan should be followed. Although it should also be noted that changes to the core themes of the plan guiding policy may not be necessary, periodic plan updates to include the most current and relevant land use data and public input should be a priority.

The relationship between the Master Plan and the Zoning Ordinance is often misunderstood. The Master Plan is a guide for land use for the future, setting a policy by which to guide regulatory measures and land use decision making. The Zoning Ordinance regulates the current and future use of the land.

The Master Plan is a legislatively necessary for the establishment of policy for direction towards the establishment of a regulatory zoning ordinance. The Zoning Ordinance is a regulatory land use law that must be followed by the community's residents and others wishing to utilize or develop a parcel of property within the City.

The Plan Goals and Tasks are developed from available land use data, census figures, regional studies available to the community and public input that identified a number of important areas of concern that are important to the Master Plan effort and the entire community. These Goals and Tasks are covered in Section 3.1.

The Action Plan found in Section 3.2 outlines Goal and Task implementation through coordinated efforts which includes a series of implementation strategies that outline a course of action to realize the vision of the Master Plan.

The Future Land Use Plan, which outlines land use categories and contains a map displaying land use district locations establishing the policy which guides the placement of zoning districts and the regulatory requirements found within them. The Future Land Use Plan is located in Section 3.3, followed by the Zoning Plan in Section 3.4.

Section 3.1: Goals and Tasks

Themes which are over-arching broad categories meant to capture many varied aspects of land use planning were derived from the critical assets of the City such as infrastructure, building characteristics, transportation, governmental operations, educational systems, historic areas/structures and natural features. Each of these are accounted for and categorized into the Themes.

Goals were derived from available data and public input found within this Master Plan. The goals are general in nature and attainable through concerted effort. The Tasks are designed to be specific to the goal and are regarded to be the milestones in the journey to achieve the goal. Tasks are further supported by the identified responsible party which should lead implementation and coordination efforts.

The Tasks following the goals are organized into tables. The tables utilize a color-coding system for the identification of planning commission Task and those Tasks that are the responsibility of another party as well as an abbreviation for the department, board, commission, committee or agency which should assist in the efforts of implementing the Task. The tables don't outline time frames at this time for completion of the tasks for each goal. The assignment of tasks which are under the guidance of various departments, agencies, committees and groups rely upon coordination of those responsible parties in order to move towards completion of tasks for each goal. It is suggested that the goals and tasks outlined within this planning document be reviewed by the responsible parties and then be accounted for and organized into the work plans which are utilized to guide the actions of the responsible parties. More information on

the steps necessary for the implementation of these goals and tasks can be found in Section 3.2 the Action Plan, which identifies the necessary steps for moving forward with implementation efforts.

The identified color-coding below outlines those tasks which the Planning Commission is included as a responsible party and for those tasks for which implementation efforts fall upon other departments, agencies, committees and/or groups.

Tasks which include the Planning Commission as a Responsible Party are shaded:



Tasks which don't include the Planning Commission as a Responsible Party are shaded:



The Responsible Party Tables below provide an abbreviation for departments, agencies, committees and groups which are important to the implementation efforts of the Goals and Tasks.

Responsible Party	Abbreviation	Responsible Party	Abbreviation
Alliance for Economic Success	AES	Manistee Area Chamber of Commerce	MACC
City Council	CC	Manistee Housing Commission	MHC
City Manager	CM	Non-Motorized Transportation Committee	NMTC
Army Corps of Engineers	COE	City Parks Commission	CPC
Dept. of Environmental Quality	DEQ	Planning Commission	PC
Dept. of Public Works	DPW	City Police Department	PD
Finance Director	FD	Planning & Zoning Administrator	PZ
Harbor Commission	HC	Visitor's Bureau	VB
Historic District Commission	HDC		
Main Street/DDA	MSDDA		

Table 3.1 Responsible Parties and Abbreviations

Theme: Economic Development/Jobs Creation

Goal 1: Explore new opportunities for assisting Downtown as well as supporting opportunities which currently exist.

Task	Responsible Party
Continue to work with the MS/DDA, Visitor's Bureau and the Chamber to Promote and Advertise downtown businesses and events.	CC, PZ
Exploration of other options (i.e. tax abatements, grants etc.) that would further assist with business recruitment, staff should continue to participate in existing programs, seminars and conferences which educate on available opportunities.	MSDDA, PZ
Continue to utilize volunteers for events, maintain and established database for volunteers, and recruit volunteers for events with consideration of sufficient time for volunteers to coordinate their schedules for participation.	MSDDA

Goal 2: Maintain and continue to utilize water resources around the City for promotion of economic development.

Task	Responsible Party
Maintain the existing deep water port	COE, HC, AES
Establish and maintain view corridors along the river from both recreational spaces, but also for commercial and residential areas which are water adjacent. Views should be maintained but bank stabilization and the protection of vegetation should be a priority.	PC, DEQ

Task	Responsible Party
Continued integration of businesses with waterfront resources, through access to the Riverwalk or other waterfront areas, with support for boat slips for access to businesses.	MSDDA, AES, PC, PZ
Continued maintenance of established water recreation areas for the public	MSDDA, DPW

Goal 3: Receive and maintain status as an approved municipality in the Redevelopment Ready Community (RRC) Program through the State of Michigan.

Task	Responsible Party
Obtain certification of the RRC program by meeting all requirements.	PZ
Set and hold an annual meeting with Council, boards and commissions which pertains specifically to the RRC Program, outlining how the State program assists the community and how to continue to harness the programs opportunities.	PZ
Market and assist with the development of properties within the City through RRC program with assistance of the State.	PZ, MSDDA
Follow best practices for the RRC program as modeled by the State	PZ, PC

Goal 4: Continued work towards communication and consensus of both residents of the community but also amongst various departments, boards and commissions.

Task	Responsible Party
Continue to maintain an updated web page with information that is important to the development process as well as for keeping visitors and residents informed.	PZ, FD
Utilize a single point of contact for interest in development activities and for initiation of the development process, this point of contact should work with contacts of all necessary departments/agencies, and potentially hold an annual meeting to discuss how to continually improve the development process	PZ, PC

Goal 5: Continue to work with agencies and groups outside of those within the City of Manistee Government.

Task	Responsible Party
Work with the various agencies and groups outside the City to identify unique recreational opportunities within and adjacent to the City that will bring economic benefits to the local merchants.	PZ, AES, CPC, MSDDA
Seek assistance from other communities to learn of successes that can be utilized in our community.	CC, PC, PZ
Seek to work with neighboring jurisdictions agencies and groups to work towards solutions to problems which are Areas of Greater Than Local Concern.	CC, PC

Goal 6: Seek and expand job creation which is sought after by many local residents.

Task	Responsible Party
Continue to support agencies that work to foster job growth in the community including but not limited to the Manistee Manufacturers Council, West Shore Community College, Chamber of Commerce, Manistee Visitor's Bureau, DDA and Alliance for Economic Success.	CC

Goal 7: Continue to embrace Place-making as method to draw interest of those wishing to locate themselves within a community which offers experiences and a style of living which is uniquely Manistee.

Task	Responsible Party
Encourage population growth and development through known Place-making practices, which have been thoroughly researched and developed	PC, PZ, MSDDA

Task	Responsible Party
Continue to maintain resources already in place that make Manistee a unique place to live and visit.	PC, PZ, MSDDA
Continue to participate in regional recreational planning processes for development of plans which meet State approval for grant funding.	CPC, PZ, DPW

Goal 8: Continue to support through land use practices the opportunity for residents to pursue occupations within their residences.

Task	Responsible Party
Review zoning requirements to ensure that home occupations are allowed with proper regulatory requirements which offer protections to adjoining property owners.	PC, PZ

Goal 9: Maintain a GIS database of property information for marketing purposes.

Task	Responsible Party
Develop a GIS database that contains specific information pertaining to each commercial/ industrial property that can be used as marketing tool for development and/or redevelopment.	PZ, MSDDA

Goal 10: Work with Networks Northwest, MSU Extension and USDA Rural Development during the Stronger Economies Together (SET) Planning Process.

Task	Responsible Party
Participate in the nationally recognized SET Planning Process which is regionally coordinating economic development efforts between Manistee, Benzie, Grand Traverse and Kalkaska Counties.	PZ, CM, MSDDA

Theme: Transportation

Goal 1: Continued support of non-motorized transportation and the non-motorized committee.

Task	Responsible Party
Encourage the placement of bike racks at specific destinations within the City. Continue to require bike racks for parking lots with ten space or more.	PC, PZ, NMTC
Explore options for bike rental in the City.	MSDDA, NMTC
Continue to support and works towards non-motorized trail connections to destinations and amenities both within and outside the City.	NMR, DPW
Continue to support maintenance/development of sidewalks and bike lanes where feasible.	NMTC, DPW

Goal 2: Continual review of streets and parking adequacy.

Task	Responsible Party
Continue to have discussion and open dialogue about parking availability and options.	PC, PZ
Support road improvements under direction and leadership of the public works department.	CC

Goal 3: Continue to provide Deep Water Port and Rail access

Task	Responsible Party
Identify current need of established rail system, rail yards and options.	PC, PZ

Goal 4: Continue to support private marina business within the City.

Task	Responsible Party
Provide assistance for developments with marina approval processes at local, state and federal levels	PC, PZ

Theme: Land Use and Zoning

Goal 1: Allowance for increased residential uses in the downtown.

Task	Responsible Party
Review zoning that allows first floor residential uses if separated from the commercial use of the building as well as meeting all applicable state building codes.	PC, DZ
Encourage the development of residential uses on upper stories of existing commercial buildings within the downtown.	PC, PZ, MSDDA

Goal 2: Review of industrial areas within the City

Task	Responsible Party
Review zoning to ensure that industrial areas are not hindered for development.	PC, PZ
Review industrial rail area, making determinations upon the necessity of rail for infrastructure for industrial zoned properties.	PC, PZ, AES
Provide further support and research into the marketing of vacant industrial lots within the City.	PZ, AES

Goal 3: Consideration for the placement of land uses

Task	Responsible Party
Determine that adjacent uses are compatible with one another, and provide visual buffering of unsightly commercial and industrial refuse areas, storage and mechanical equipment from residential areas	PC, PZ
Ensure that land use requirements provide the setting aside of easements for infrastructure placement and that street system infrastructure is protected from encroachment.	PC, PZ, DPW

Goal 4: Explore application of Low Impact Development requirements for environmental sustainability.

Task	Responsible Party
Utilization of stormwater requirements to allow retention and infiltration of stormwater runoff for protection of property and surface waters.	PC, PZ, DPW

Goal 5: Maintain an accurate and up-to-date land use spatial database.

Task	Responsible Party
The GIS spatial database created to contain all parcel land uses, historic information, rental properties and redevelopment ready information should be updated regularly to correspond to on the ground conditions.	PZ

Theme: Housing

Goal 1: Support for preservation of historical homes within the City.

Task	Responsible Party
Encourage the maintenance and upkeep of this historical resource	HDC, PZ

Goal 2: Consideration for senior housing within the City.

Task	Responsible Party
Maintain existing senior housing and support expansion of assisted living options through marketing of potential sites.	MHC, PZ
Set aside senior housing space that is utilized solely by seniors as the needs of seniors differ from other age cohorts.	MHC

Goal 3: Housing space, size, and rental considerations

Task	Responsible Party
Support the collaboration of multiple local units of government in the development of a housing plan which can meet current and forecasted trends and be implemented and met throughout several local municipalities.	CC, PC, PZ, MHC, AES

Theme: Education/Schools**Goal 1: Work and collaborate with local colleges.**

Task	Responsible Party
Work with West Shore Community College (WSCC) to identify specific study areas of focus which may be beneficial for residents of the City and surrounding areas. Support expanded classes at the West Shore Medical Center Education Center.	CC, AES
Work with Baker College to identify specific study areas of focus which may be beneficial for residents of the City and surrounding areas.	CC, AES

Goal 2: Support exploration of fiscally responsible before and after school programs for school age children whose parents are working

Task	Responsible Party
Support the teen center and programs which allow children and teenagers opportunities for before and after-school activities.	CC

Theme: Aesthetics and Environment**Goal 1: Continue support for façade improvements for downtown historical buildings**

Task	Responsible Party
Support the Historic District Commission and the work they perform with historic property owners	CC, MSDDA, PZ

Goal 2: Market and promote the development and redevelopment of under utilized properties

Task	Responsible Party
Develop a plan and database which outlines current commercial buildings, provides information for an aesthetic quality ranking and provides data for marketing purposes.	PZ, MSDDA

Goal 3: Maintain amenities that make the downtown area unique

Task	Responsible Party
Continue to maintain the Riverwalk as a destination for downtown. Work to increase the beauty of the landscape and the connections to downtown.	MSDDA
Continue to works towards a more desirable streetscape through the utilization of trees, benches and landscaping which promotes beauty and a sense of place.	MSDDA

Goal 4: Work towards eradication of blight.

Task	Responsible Party
Continue blight enforcement program and zoning ordinance enforcement.	PD, PZ

Goal 5: Promote environmental quality of air, land and water.

Task	Responsible Party
Ensure soil erosion protection practices are utilized and enforced for development and soil disturbance activities.	PC, PZ, DPW
Support building practices which utilize Low Impact Design (LID) measures and meet Leadership in Energy and Environmental Design (LEED) practices.	PC, PZ
Support and work through watershed and other environmental land use planning processes which impact local water and land resources.	PC, PZ

Theme: Public Safety**Goal 1: Promote public safety, and support our law enforcement and fire personnel.**

Task	Responsible Party
Support the established neighborhood watch program, and expansion of the program into areas of the City where it may be lacking.	CC, PD
Emphasize the importance of neighborhood communication and getting to know one's neighbors	CC, PD
Continue support for the SCENT program as a priority for reducing drug related crimes within the community.	CC, PD
Support for continue education for drug abuse in the City and surrounding areas.	CC, PD

Theme: Governmental Efficiency and Communication**Goal 1: Continue to utilize and expand communication with residents.**

Task	Responsible Party
Continue to keep the City's Web Site up to date, and emphasize the importance of the website as a tool for communication with the City's residents.	PZ, FD
Continued use of the community newsletter which is provided with the tax bill	CM, CC, FD
Utilize Social Media as a method to communicate information to the residents and visitors.	CM, CC, FD
Utilize all communication methods to emphasize the importance of participation at meetings as the primary method with which to have detailed open dialogue and discussion where accountability for one's words and actions are of utmost importance to furthering the desires of the residents of the City.	CM, CC, FD

Goal 2: Promote government efficiency and sound fiscal responsibility through budgeting.

Task	Responsible Party
Continued collaboration amongst departments and agencies to provide assistance to one another and to ensure efforts aren't duplicated.	CC, FD
Continued sound budgeting by departments with a goal towards fiscal responsibility to the residents.	CC, FD

Section 3.2: Action Plan

The development of goals based upon community input, pertinent data contained within this plan and the collaborative process involving Planning Commission Members and Planning Department Staff have outlined recognized needs across the community. Avenues for meeting goals through implementation of this plan is the single biggest task to come out of this Master Planning Process.

In order for successful implementation of the goals of this plan, sound focus from elected officials, appointed officials, department staff and citizen volunteers is needed to support a unified vision for meeting the desires of the community. An approach to meeting the goals of this plan can be applied through a flow chart which identifies an Action Plan. The goals and tasks of the plan should be fit into work plans for each respective responsible party. Work plans can be updated regularly which allows for ease of tracking of success and failures for completing tasks and meeting goals. Work plans should be developed for guidance for each of the responsible parties.

- Identification of Responsible Parties and development of a Work Plan for each Party
- Identification of goals and tasks establishing time frame for completion and placement in Work Plan.
- Identification of options for the steps warranted to make progress towards completion of goals/tasks
- Choosing appropriate steps to be taken to make progress towards a determined course of action.
- Setting a Course of Action which lays out incremental steps, determines costs, weighs costs and benefits, engages necessary stakeholders and works towards completion of a goal and tasks.
- What is the Outcome upon completing the course of action?
- Evaluate the Outcome to see if it properly meets the goal, satisfies portions of the goal or misses the mark completely
- Determine if the goal is truly met or if additional steps need to be taken to ensure the goal is met.

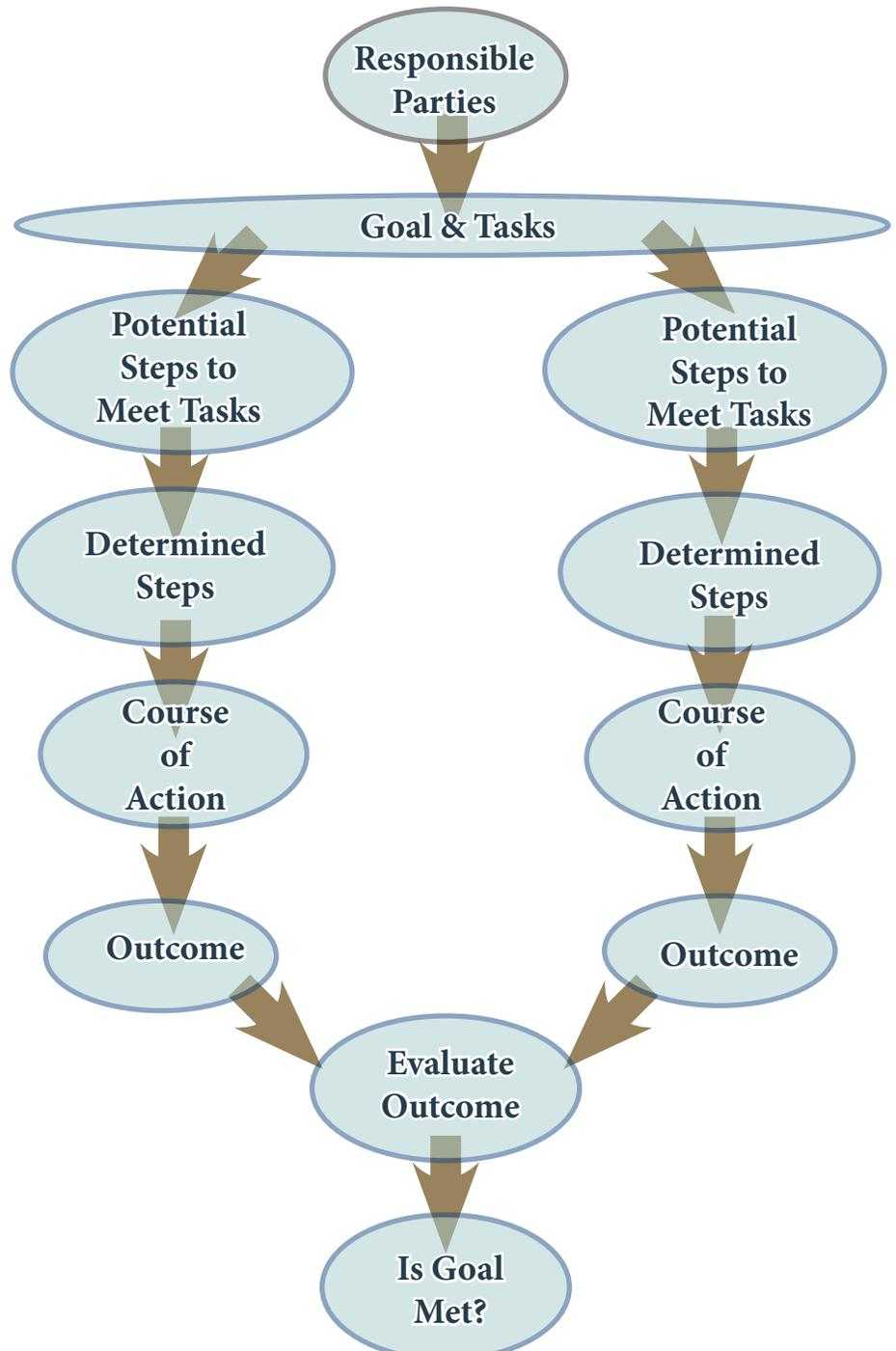


Figure 3.1 Action Plan Flow Chart

Section 3.3: Future Land Use Plan

The Future Land Use Plan establishes a general blueprint for land use and a guide for growth, development, and redevelopment for the next twenty-five years. With the majority of the land within the City of Manistee having already been developed, the primary purpose of this plan is to encourage the enrichment of already existing development, preserve the City's unique character, strengthen neighborhoods, enhance downtown investment opportunities as well as support commercial development and industrial potential.

By developing a Plan for the future, Manistee is setting the pace for continued progress while preserving its natural, historical and small town characteristics that make the community unique in so many ways. The Future Land Use Map was developed to visually express the intended conditions of land uses in the City of Manistee. While Manistee is a fully established community these uses are illustrative of how the City is recommended to grow in an effort to boost positive characteristics, reverse impending disinvestment while preserving the heritage of the community. The following describes the future land use categories as illustrated on the Future Land Use Map. (See map 3.1)

3.3.1 Future Land Use Categories

Land Use Categories outline areas of the City within which certain uses are allowed to be placed and/or operate. Land Use Categories displayed on a Future Land Use Map set a policy for the direction and placement of Zoning Districts and Ordinance Regulatory Language which is developed based upon the Future Land Use Plan. Future Land Use Districts differ from Zoning Districts; Future Land Use Districts outline a land use category which in itself may contain several zoning districts for similar uses which have varying regulatory measures. Thus Land Use Categories are most often fewer in number than Zoning Districts which are found within them.

It is important to note that modern movements in Planning are focusing on form and function as a guiding policy for regulation of parcels and buildings rather than strictly relying upon the use of the site. This type of regulatory zoning is called "Form Based Code" and can be an asset in urban environments which may see multiple uses such as residential, commercial, civic and park/open space within close proximity of one another or one or more of these uses contained within a single structure. The current structure of the City's Zoning Ordinance is not based upon Form Based Code, but this may be a viable option to explore for areas of the Central Business and Mixed Use Districts.

Land Use Districts outlined within this section of the plan are accompanied by a summarization of policy for the structuring of regulatory requirements.

Residential

The revitalization of existing neighborhoods, maintenance of older housing stock and development of new neighborhoods through Planned Unit Developments will continue to provide a high quality and aesthetic form of residential options that create attractive living opportunities for residents. The City desires walkable neighborhoods that are in close proximity to commercial services and recreational amenities.

Low Density Residential District

Purpose:

To provide for large lot residential sites resulting in low density development patterns. Land within this classification would satisfy the demand for a "suburban" type of development theme, and would function as a transition land use between the rural residential sectors of the Townships adjoining the City and higher density development internal to the City.

A primary goal of the City of Manistee is the preservation of family living environments by encouraging attractive residential neighborhoods. The main focus of this district is to establish, preserve and enhance inviting and walkable

neighborhoods at suitable densities with less than five units per acre to accommodate empty-nesters, families with children, and single residents. This designation is meant for single-family homes on individual lots, typically in subdivisions with traditional grid street neighborhoods.

Low Density Residential District Lot Range Allowances

Lot		Setbacks				Bulk		
Min. Lot Area (ft ²)	Min. Lot Width (ft)	Front	Side	Rear	Water Front	Maximum Building Height (ft)	Minimum Floor Area (ft ²)	Max Lot % Coverage
15,000	100	30	10	10	100	35	1,500	40

**All lot, setbacks and bulk square footage, distance and percentages are approximately estimated, and may be slightly adjusted.*

Medium Density Residential District

Purpose:

To recognize Manistee’s most predominant residential and development patterns and to foster continued residential growth of the City consistent with those patterns and density levels which are characteristic of an urban setting. The Medium Density Residential classification accomplishes this need and provides for a density range of approximately 4 to 8 units per acre. Notwithstanding this range, it is noted that certain neighborhoods of the City possess established medium density parcels of smaller size. For the most part, these parcels and their subsequent development are the product of land divisions made years ago, prior to zoning. As the largest Residential District the primary purpose of this designation is to establish walkable neighborhoods in close proximity to commercial and recreational services with amenities.

Medium Density Residential District Lot Range Allowances

Lot		Setbacks				Bulk		
Min. Lot Area (ft ²)	Min. Lot Width (ft)	Front	Side	Rear	Water Front	Maximum Building Height (ft)	Minimum Floor Area (ft ²)	Max Lot % Coverage
6,000 to 10,000	60 to 80	15	10	10	20	35	960	40

**All lot, setbacks and bulk square footage, distance and percentages are approximately estimated, and may be slightly adjusted.*

High Density Residential District

Purpose:

To provide alternative housing opportunities that would satisfy the needs and/or desires of a broad range of residents including low and moderate income individuals and families, empty nesters, senior citizens, professionals, young families, and others. Where possible, areas of higher densities should incorporate the preservation of open space and natural features and/or incorporate sound building and site design elements that promote a high quality living environment for residents. The High Density Residential areas are always intended to be served by public utilities, paved streets, and designed to limit any negative effects on existing homes or other types of nearby development. Densities will range as high as seventeen units per acre, where proper infrastructure is in place.

High Density Residential District Lot Range Allowances

Lot		Setbacks				Bulk		
Min. Lot Area (ft ²)	Min. Lot Width (ft)	Front	Side	Rear	Water Front	Maximum Building Height (ft)	Minimum Floor Area (ft ²)	Max Lot % Coverage
6,000 to 10,000	60 to 80	15	10	10	20	35	960 to 500	40

**All lot, setbacks and bulk square footage, distance and percentages are approximately estimated, and may be slightly adjusted.*

Commercial

The character of historic downtown Manistee and the other commercial areas in the City significantly contribute to the perception of the City, as the primary transportation corridor US 31 is lined with a mixture of both commercial and residential uses. Development and redevelopment within commercial areas should be designed to enhance the area, integrate green space and be pedestrian friendly.

US 31 Commercial District

Purpose:

To provide commercial services that satisfies the needs of the City, regional residents, and guests. Uses within this classification would tend to be automobile-oriented and traffic dependent. Therefore, development in the US 31 Commercial Classification should be located on properties near the US 31 Corridor.

Commercial District Lot Range Allowances

Lot		Setbacks				Bulk		
Min. Lot Area (ft ²)	Min. Lot Width (ft)	Front	Side	Rear	Water Front	Maximum Building Height (ft)	Minimum Floor Area (ft ²)	Max Lot % Coverage
20,000	120	30	10	20	n/a	40	500	60

**All lot, setbacks and bulk square footage, distance and percentages are approximately estimated, and may be slightly adjusted.*

Central Business District

Purpose:

To build a stronger, vital downtown which is highly pedestrian oriented and comprised of a range of synergistic uses. This land use designation is meant to serve the entire Manistee region and its visitors with goods and services. Maintaining a compact downtown core allows public investment to have a greater impact on a smaller area and makes strolling the downtown a pleasurable experience for shoppers and residents. The Plan recognizes the importance of fostering an environment in which the Central Business District and contiguous neighborhoods function in a highly compatible, cohesive, fashion.

Central Business District Lot Range Allowances

Lot		Setbacks				Bulk		
Min. Lot Area (ft ²)	Min. Lot Width (ft)	Front	Side	Rear	Water Front	Maximum Building Height (ft)	Minimum Floor Area (ft ²)	Max Lot % Coverage
2,500	25	0	0/4	6	20	50	500	100

**All lot, setbacks and bulk square footage, distance and percentages are approximately estimated, and may be slightly adjusted.*

Mixed Use District

Purpose:

To provide for the marine oriented development and redevelopment of the mixed-use area. This classification is used to take into account the unique relationship that this area has with Manistee Lake, Manistee River Channel and US-31. The area offers potential for increased marine related uses combined with ancillary commercial and possibly residential development of a high density character.

Mixed Use District Lot Range Allowances

Lot		Setbacks				Bulk		
Min. Lot Area (ft ²)	Min. Lot Width (ft)	Front	Side	Rear	Water Front	Maximum Building Height (ft)	Minimum Floor Area (ft ²)	Max Lot % Coverage
6,000 to 10,000	60 to 80	4 to 15	0/4 to 10	10	20	35	500	60 to 90

**All lot, setbacks and bulk square footage, distance and percentages are approximately estimated, and may be slightly adjusted.*

Industrial

Industrial development within Manistee is vitally important as it provides jobs for residents and tax base for the Community. The City wants to maintain existing industrial uses and add new industry within these areas which will help strengthen the local economy. When planning for the future, it is important to consider not only the site requirements of industrial uses, but the impacts of these uses on surrounding neighborhoods and transportation corridors.

Traditionally, the Industrial designation has accommodated the following purposes:

- To shield residential areas against potentially undesirable effects of manufacturing, such as noise, odors, fumes, and truck traffic;
- To provide sufficient lands for base industrial employment and investment; and,
- To establish appropriate land use controls intended to protect manufacturing and neighboring residential developments from congestion and pollution.

Light Industrial District

Purpose:

To provide for light industrial development that is properly located and has adequate public services. The Plan calls for future light industrial development to be placed in industrial park settings, such as the City’s Industrial Park located on the north end of Washington Street and the City’s Renaissance Park located in Manistee Township.

Light Industrial Lot Range Allowances

Lot		Setbacks				Bulk		
Min. Lot Area (ft ²)	Min. Lot Width (ft)	Front	Side	Rear	Water Front	Maximum Building Height (ft)	Minimum Floor Area (ft ²)	Max Lot % Coverage
12,000	120	25	10	10	n/a	50	4,000	70

**All lot, setbacks and bulk square footage, distance and percentages are approximately estimated, and may be slightly adjusted.*

General Industrial District

Purpose:

To provide for general industrial development that is properly located and has adequate public services. The Plan calls for General Industrial development to be placed primarily along the southwestern shore of Manistee Lake, consistent with the existing character of the lake’s industrial use. Uses provided for by the General Industrial category include heavy manufacturing, processing, mining, and other types of general industries consistent with existing developments. Due to the placement of the district along Manistee Lake, careful attention should be given to maintaining the quality and integrity of the shoreline and water resource while limiting the removal of natural vegetation along the shoreline when possible.

General Industrial District Lot Range Allowances

Lot		Setbacks				Bulk		
Min. Lot Area (ft ²)	Min. Lot Width (ft)	Front	Side	Rear	Water Front	Maximum Building Height (ft)	Minimum Floor Area (ft ²)	Max Lot % Coverage
12,000	120	45	10	10	50	50	n/a	70

**All lot, setbacks and bulk square footage, distance and percentages are approximately estimated, and may be slightly adjusted.*

Other Districts

U.S. 31 Corridor:

Purpose:

The City recognizes the need for improved access management along the U.S. 31 Corridor. The road’s capacity is insufficient to accommodate future volumes in traffic and continued development along the corridor will increase traffic volumes and introduce additional conflict points which will further erode traffic operations and increase potential for crashes.

Wellhead Protection Overlay District (WPO)

Purpose:

The City of Manistee relies exclusively on groundwater for its drinking water source. In response to the concern over safety of public water supplies, the City has instituted a Wellhead Protection Program (WHPP). WHPPs develop long-term strategies aimed at protecting community drinking water supplies. The purpose of developing a WHPP is to identify the Wellhead Protection Area (WHPA) and develop long-term strategies aimed at safeguarding the area from contamination. A WHPA is defined as the surface and subsurface areas surrounding a water well or well field, which supplies a public water system, and through which contaminants are reasonably likely to move toward and reach the water well or well field within a 10-year time-of-travel.

City of Manistee Future Land Use Map

Legend

-  Highways
 -  Roads
 -  Railroad
 -  Hydrology
 -  Water Bodies
 -  Parcels
 -  City of Manistee
 -  Neighboring Jurisdictions
-
- ### Future Land Use Districts
-  Low Density Residential
 -  Medium Density Residential
 -  High Density Residential
 -  Mixed Use
 -  Central Business District
 -  Commercial
 -  Light Industrial
 -  General Industrial

0 1,000 2,000 4,000 Feet

