MANISTEE CITY PLANNING COMMISSION

Meeting of Thursday, July 12, 2012
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 14, 2012 Agenda.

IV Approval of Minutes

At this time Planning Commission can take action to approve the July 12, 2012 meeting Minutes.

V Public Hearing

VI Public Comment on Agenda Related items

VII New Business

VIII Old Business

Zoning Amendments

The Planning Commission will continue discussion on proposed Zoning Amendments.

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

CITY OF MANISTEE PLANNING COMMISSION

70 Maple Street
Manistee, MI 49660

MEETING MINUTES

June 14, 2012

A meeting of the Manistee City Planning Commission was held on Thursday, June 14, 2012 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: Linda Albee, Maureen Barry, David Crockett, Ray Fortier, Eric Gustad, Marlene McBride, Roger Yoder

Members Absent: Bill Dean (excused), Vacancy

Others: Jon R. Rose (Community Development Director), Denise Blakeslee (Planning & Zoning) and others

APPROVAL OF AGENDA

Motion by Ray Fortier, seconded by Linda Albee that the agenda be approved as prepared.

With a Roll Call vote this motion passed 7 to 0.

Yes: Albee, Barry, Crockett, Fortier, Gustad, McBride, Yoder
No: None

APPROVAL OF MINUTES

Motion by Ray Fortier, seconded by Linda Albee that the minutes of the May 17, 2012 Planning Commission Meeting be approved with Roll Call Vote on the Beach pavilion being changed to read 5 to 1.

With a Roll Call vote this motion passed 7 to 0.

Yes: Fortier, Albee, Barry, Crockett, Gustad, McBride, Yoder
No: None

PUBLC HEARING

Chair Yoder opened the Public Hearing at 7:05 pm

Z12-04 – Proposed Zoning Amendment Section 514 Vehicular Parking Space, Access and Lighting.

The City of Manistee Planning Commission has reviewed Section 514, Vehicular Parking Space, Access and Lighting and proposes changes that include establishing a maximum number of parking spaces; reduces the number of parking spaces for multi-family units; changes the number of spaces for Hospitals, Nursing and Personal Care Facilities, Medical Clinics and Medical and Dental Offices, and Industrial and Warehouses; requires pedestrian walkways for parking lots with 10 or more spaces; establishes a 5 foot buffer (front property line); establishes Bike Parking for some uses; requires the installation of sidewalks in some districts for certain uses.

Denise Blakeslee, Planning & Zoning – This is the amendment that the Commission has been discussion for several months and includes minor changes that were made by the City Attorney.

Chair Yoder opened the hearing for public comments.

No public in attendance

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

No Correspondence has been received.

The Public Hearing was closed at 7:07 pm.

PUBLIC COMMENT ON AGENDA RELATED ITEMS

There was no public in attendance

NEW BUSINESS

Z12-04 – Proposed Zoning Amendment Section 514 Vehicular Parking Space, Access and Lighting.

A public hearing was held earlier for a proposed Zoning Amendment to Section 514 of the Zoning Ordinance.

Motion by Ray Fortier, seconded by Linda Albee that the Planning Commission approves and recommends City Council's adoption of the Proposed Zoning Amendment Z12-04.

With a Roll Call vote this motion passed 7 to 0.

Yes: Gustad, McBride, Fortier, Albee, Barry, Crockett, Yoder
No: None

Ordinance Amendments

Section 1813 Bed & Breakfast

During the process of preparing the Ordinance Amendment to Re-Zone the Peninsula it was discovered that while Bed & Breakfast was listed as a Special Use in both the table of Uses and in Article 12 Waterfront, Section 1813 Bed and Breakfast Item B.h did not establish the number of units.

The Commission needs to establish the number of sleeping rooms rented to transient guests for both the WF District and the PD Peninsula District. The current language reads:

h. The number of sleeping rooms rented to transient guests within a Bed and Breakfast Establishment shall not exceed the following standards:

Within the R-1:	*4 sleeping rooms*
Within the R-2, R-3:	*5 sleeping rooms*
Within the C-2, C-3 District:	*6 sleeping rooms*

Discussion from Staff and the Commission was if the number of rooms is established by the size of the building and rooms and the amount of parking available to service the B&B why should the number of rooms be limited?

Motion by Eric Gustad, seconded by Linda Albee that Item B.h establishing the number of rooms for Bed and Breakfasts be deleted from the requirements of Section 1813 Bed and Breakfast.

With a Roll Call vote this motion passed 7 to 0.

Yes: Fortier, Albee, Barry, Crockett, Gustad, McBride, Yoder
No: None

Staff will draft language

Section 502 Uses, Spatial and Physical Requirements

Over the past two years staff has had several requests from people who want to improve their property by constructing a new front porch with or without a roof. Typically they want it large enough to put out a chair or two or a swing to enjoy the outdoors. In many of the established neighborhoods, the homes already encroach into the front yard setback. When they come in for a permit staff has had to deny their request or they have to apply for a variance. Almost all of them have opted not to improve their home or just replace the worn out steps.

Denise Blakeslee, Planning & Zoning - discussed with the Commission if the Ordinance should be amended to allow the construction of porches and decks in the front yard setback, this would be done under Section 502 Uses, Spatial and Physical Requirements.

Ms. Blakeslee also discussed swing sets and if porches and decks should be excluded in the calculation for lot coverage.

Consensus from the Commission was that swing sets/play sets need to be defined and that no changes should be made to the lot coverage requirements.

Staff the drafted language that will be forwarded to the City Attorney for his review then brought back to the commission at their July meeting.

OLD BUSINESS

None

PUBLIC COMMENTS AND COMMUNICATIONS

None

CORRESPONDENCE

None

STAFF/SUB-COMMITTEE REPORTS

Jon Rose, Community Development Director – spoke to the Commission about workshops and training and focusing on courses that offer Citizen Planner Certification credits.

Denise Blakeslee, Planning & Zoning – ran through the Planning Commission Annual Report and PowerPoint presentation that has been drafted for Chair Yoder to present to City Council on July 3rd.

MEMBERS DISCUSSION

Commissioner Albee invited the Commissioners to attend the League of Women's Voters Forum on June 19th being held in Benzie.

Commissioner Crockett asked how farm animals are regulated.

Jon Rose, Community Development Director – they are addressed under the Code of Ordinance also referred to as the Police Power Ordinance. Concerns are handled by the Police Department.

Commissioner Crockett asked who was the Project Manager for the Beach House and expressed his concern that arranging Porta-Potties in on both side of the walkway to the beach.

Jon Rose, Community Development Director – said that he was the Project Manager for the Beach Pavilion only, but would see what could be done about the arrangement of the Porta-Potties.

The next regular meeting of the Planning Commission will be held on Thursday, July 12, 2012.

ADJOURNMENT

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

Meeting adjourned at 8:00 pm

MANISTEE PLANNING COMMISSION

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Denise J. Blakeslee, Recording Secretary