

MANISTEE CITY PLANNING COMMISSION
Meeting of Thursday, February 7, 2013
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 February 7, 2013 Agenda.

IV Approval of Minutes

At this time Planning Commission can take action to approve the January 3, 2013 meeting Minutes.

V Public Hearing

PC-2013-01 – Linda Vansickle and Patricia Sundbeck, 719 Kosciusko Street – Eating and Drinking Establishment Special Use Permit

A request has been received from Linda Vansickle and Patricia Sundbeck for an Eating and Drinking Establishment Special Use Permit at 719 Kosciusko Street.

At this time the Chair shall open the hearing.

The Applicant shall present any comments and explanation of the case.

City Staff shall present the proposed amendment

The hearing will be opened for public comments

The hearing will be closed

VI Public Comment on Agenda Related items

VII New Business

PC-2013-01 – Linda Vansickle and Patricia Sundbeck, 719 Kosciusko Street – Eating and Drinking Establishment Special Use Permit

Earlier in the evening a Public Hearing was held in response to a request from Linda Vansickle and Patricia Sundbeck for an Eating and Drinking Establishment Special Use Permit at 719 Kosciusko Street.

At this time the Planning Commission could take action to adopt a Resolution to Approve or a Resolution to Deny the request from Linda Vansickle and Patricia Sundbeck for an Eating and Drinking Establishment

Special Use Permit at 719 Kosciusko Street as submitted with Application PC-2013-01.

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 Meeting Adjournment

XIV Worksession

Worksessions are scheduled to allow the Planning Commission the opportunity to discuss in a less formal manner than a regular meeting. No motions can be made during a Worksession.

- A. Census Information
- B. Questionnaire Results
- C. Misc.

XV Worksession Adjournment

CITY OF MANISTEE PLANNING COMMISSION

70 Maple Street
Manistee, MI 49660

MEETING MINUTES

January 3, 2013

A meeting of the Manistee City Planning Commission was held on Thursday, January 3, 2013 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, David Crockett, Bill Dean, Ray Fortier, Marlene McBride, Roger Yoder

Members Absent: Marlene McBride (excused), Mark Wittlief (excused), 2 vacancies

Others: Denise Blakeslee (Planning & Zoning)

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 5 to 0.

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

APPROVAL OF MINUTES

Motion by Bill Dean, seconded by Ray Fortier that the minutes of the December 6, 2012 Planning Commission Meeting be approved as prepared.

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

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

PUBLIC HEARING

None

PUBLIC COMMENT ON AGENDA RELATED ITEMS

No public in attendance

NEW BUSINESS

Sub-Committee Appointments

The Planning Commission recommended an amendment to City Council that reduces the number of Planning Commissioners from nine to seven (Chapter 1220 Planning Commission of the Code of Ordinance). City Council approved the amendment on January 2, 2013. With the reduction in Commissioners staff is recommending the Commission combined some of the Committees. Sub-committees will be limited to no more than three members of the Planning Commission. As in the past two alternates are recommended to be appointed to the Site Plan Review Committee.

Ms. Blakeslee reviewed the proposed combination of committees with the Commissioners. The Commission agreed with the Combination of Committees.

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. Chair Yoder appointed Commissioners to serve as follows:

2012 Sub-Committee's	2013 Sub-Committee's
<p>EXECUTIVE COMMITTEE (Chair, Vice Chair, Secretary) Members of the Executive Committee review Zoning Ordinance Amendments with City Council Ordinance Review Committee</p>	<p>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</p>
<p>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. They also monitor ZBA Requests to see if a change in the ordinance is necessary (if multiple requests are received for the same issue).</p>	<p>Maureen Barry - Secretary Ray Fortier - Vice Chair Roger Yoder - Chair</p> <p><i>Meet as needed</i></p>

2012 Sub-Committee's	2013 Sub-Committee's
<p>MASTER PLAN REVIEW 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. An example would be the "Hotel Chippewa Fire"; the resulting vacant property would not necessary require a change in the plan, but should be noted for review during the annual review (January Meeting).</p>	<p>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.</p> <p>Bill Dean Marlene McBride Mark Wittlief</p> <p><i>Meet as needed</i></p>
<p>GREEN INITIATIVE - AD HOC COMMITTEE Ad Hoc Committee to review Green Initiative programs for the City of Manistee. These programs could include wind, solar and alternative energy programs that would benefit the community.</p>	
<p>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.</p> <p>Subdivision Committee - This committee is required under section 1242.03 of the Code of Ordinances.</p>	<p>Status Quo</p> <p>Bill Dean Mark Wittlief Roger Yoder</p> <p><i>2 Alternates</i> Maureen Barry Dave Crockett</p> <p><i>Meet as needed</i></p>

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 shall annually review their By-Laws at the regularly scheduled meeting in January.

On January 2, 2013 City Council adopted an ordinance amendment that reduces the number of Planning Commission from nine to seven. Staff has prepared the necessary changes that need to be made to the Planning Commission By-Laws. The Commissioners were sent copies of the By-Laws to review that included the proposed changes. The changes proposed by staff are as

follows:

- 3.5 Quorum. In order for the Commission to conduct business or take any official actions, a quorum consisting of at least ~~five~~ **four** of the ~~nine~~ **seven** members of the Commission shall be present. When a quorum is not present, no official action, except for the closing of the meeting may take place. The members of the commission may discuss matters of interest, but shall take no action until the next regular or special meeting. All public hearings without a quorum shall be scheduled for the next regular or special meeting and no additional public notice is required provided the date, time and place is announced at the meeting.
- 6.2 Committees. The Planning Commission or Chair of the Planning commission may establish and appoint standing and/or ad hoc committees for special purposes or issues, as deemed necessary. No more than ~~four~~ **three** members of the Planning Commission may serve on a standing and/or ad hoc committee at any given time. Committee appointments shall be made at the first regular meeting held in January of each year or at the time the committee is formed.

MOTION by Ray Fortier, seconded by Dave Crocket that Section 3.5 Quorum and Section 6.2 Committees of the City of Manistee Planning Commission By Laws be amended to read as follows:

- 3.5 Quorum. In order for the Commission to conduct business or take any official actions, a quorum consisting of at least **four** of the **seven** members of the Commission shall be present. When a quorum is not present, no official action, except for the closing of the meeting may take place. The members of the commission may discuss matters of interest, but shall take no action until the next regular or special meeting. All public hearings without a quorum shall be scheduled for the next regular or special meeting and no additional public notice is required provided the date, time and place is announced at the meeting.
- 6.2 Committees. The Planning Commission or Chair of the Planning commission may establish and appoint standing and/or ad hoc committees for special purposes or issues, as deemed necessary. No more than **three** members of the Planning Commission may serve on a standing and/or ad hoc committee at any given time. Committee appointments shall be made at the first regular meeting held in January of each year or at the time the committee is formed.

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

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

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."

Ms. Blakeslee discussed with the Commission the work that has been done to start the process of re-writing the Master Plan.

MOTION by Dave Crockett, seconded by Maureen Barry that the Planning Commission continue their work on rewriting the City of Manistee Master Plan.

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

Yes: Barry, Crockett, Dean, Fortier, Yoder

No: None

OLD BUSINESS

None

PUBLIC COMMENTS AND COMMUNICATIONS

None

CORRESPONDENCE

None

STAFF/SUB-COMMITTEE REPORTS

Denise Blakeslee, Planning & Zoning – Commissioners were sent a copy of the compiled responses to the Planning Commission Questionnaire from the December 6, 2012 Meeting. Members are asked to bring that list with them to the Worksession to discuss. They are also

asked to add any additional items they may feel should be on the list. The Commission as a group will select the top five items from each category for additional discussion.

Commissioner Crocket will be out of town on January 17th, but will drop off his responses for the Commission to have at the Worksession.

The Planning Commission will hold a Worksession on January 17, 2013

The next regular meeting of the Planning Commission will be held on Thursday, February 7, 2013

ADJOURNMENT

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

Meeting adjourned at 7:50 pm

MANISTEE PLANNING COMMISSION

Denise J. Blakeslee, Recording Secretary

NOTICE OF PUBLIC HEARING
City of Manistee Planning Commission

The City of Manistee Planning Commission will hold a Public Hearing in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan to consider a request from:

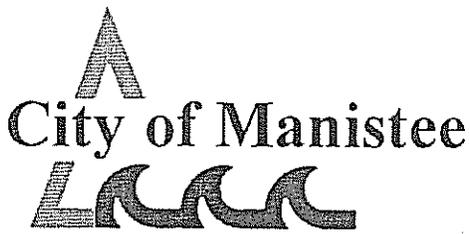
NAME:	Linda Vansickle	Patricia Sundbeck
	222 Hughes Street	715 ½ Kosciusko Street
	Manistee, MI 49660	Manistee, MI 49660

LOCATION
OF REQUEST: 719 Kosciusko Street

ACTION
REQUESTED: Special Use Permit for Eating and Drinking Establishment

DATE/TIME
OF HEARING: Thursday, February 7, 2013 at 7 pm

Interested parties are welcome to attend the hearing, or written comments with signature can be submitted to: Jon Rose, Community Development, City of Manistee, P.O. Box 358, Manistee, MI 49660, (231) 398-2805.



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

Special Use Permit Application

A Detailed Site Plan is required for all Special Uses
 Please Print

Submission of Application		
<p><i>Applications must be submitted 25 days prior to the meeting for review for completeness.</i> Applications shall be submitted through the Zoning Administrator to the Planning Commission. Each application shall be accompanied by the payment of a fee \$750.00 and any applicant escrow payments as required by Section 2701 and in accordance with the schedule of fees adopted by the City Council to cover the costs of processing the application. An application shall be submitted to the Zoning Administrator on a Special Use application form. A Special Use application shall be placed on the agenda of the Planning Commission by the Zoning Administrator within thirty (30) days of the submission of a complete application prepared in accordance with this Zoning Ordinance. An application, which is incomplete or otherwise not in compliance with this Ordinance, shall be returned to the applicant. No application shall be processed until properly prepared and submitted and all required fees and escrow payments paid in full.</p>		
Property Information		
Address: 719 Kosciusko St.		Parcel # 51-748-716-09
Applicant Information		
Name of Owner or Lessee: Linda VanSickle / Patricia Sundbeck		
Address: 222 Hughes St., Manistee / 715 1/2 Kosciusko St.		
Phone #: 398-9188 (Hi-Way)	Cell#: 233-5287 / 233-1881	e-mail: hiway715@gmail.com
Name of Agent (if applicable):		
Address:		
Phone #:	Cell#:	e-mail:
Data Required/Project Information		
Land Area: 8,673 sf		Zoning Classification: R-2 on Key St Segment
Present/proposed Land Use: Commercial / Eating Establishment		
Attach a Detailed Narrative for the following		
<input checked="" type="checkbox"/>	A letter or signed narrative describing in detail the proposed special use and detailing why the location selected is appropriate.	
<input checked="" type="checkbox"/>	Applicant's statement of the expected effect of the special use on emergency service requirements, schools, storm water systems, sanitary sewer facilities, automobile and truck circulation patterns, and local traffic volumes.	
<input type="checkbox"/>	Any additional material information necessary to consider the impact of the project upon adjacent properties and the general public as may be required by this ordinance, by the City Zoning Administrator or the Planning Commission; including, but not limited to, measures which will be undertaken to control soil erosion, shoreline protection, excessive noise, or adverse impacts of the development on the surrounding properties; elevations on all buildings, including accessory buildings; and, an environmental assessment.	
<input type="checkbox"/>	Supporting statements, evidence, data, information and exhibits that address the standards and requirements for assessing Special Use permit applications as provided in Section 1802.	

Receipt # 27358

Additional Information

Any additional information deemed necessary for the Planning Commission to determine the impact of the proposed Special Use on the adjacent properties, public infrastructure, and community as a whole. Such information may take the form of, but is not limited to, a traffic impact analysis as required by Section 2203, E, 2, an environmental assessment as required by Section 2203, E, 1, a market study as required by Section 2203, E, 3, or reports and/or testimony by officials representing state, county or local departments of public safety (police and fire), health, highways or roads, and/or environment.

Special Use review procedures. An application for Special Use Approval shall be processed in accordance with Section 1801.C.

Issuance of a Special Use permit. Special Use Permits shall be issued in accordance with Section 1801.D.

Appeals. No decision or condition related to a Special Use application shall be appealed to the Zoning Board of Appeals. An appeal of a Special Use decision or condition may be taken to Circuit Court.

Duration of Approval. The Special Use permit shall become effective upon Planning Commission approval and in accordance with Section 1801.F.

Amendments. Amendments to Special Use permits shall be handled in the same manner as the initial Special Use permit application. Minor non-substantive changes to a site plan in accordance with Section 2208 may be made to an existing Special Use permit with the approval of the Zoning Administrator.

Transfers. Transfers shall be handled in accordance with Section 1801.H.

Expiration. A Special Use permit shall be valid for as long as the approved use continues in accordance with the terms and conditions of the approved permit. The Special Use permit will expire on the occurrence of one or more of the following conditions:

1. If replaced or superseded by a subsequent permitted use or Special Use permit.
2. If the applicant requests the rescinding of the Special Use permit.
3. If a condition of approval included stipulation to expire the Special Use permit by a certain date.
4. If the use is abandoned, moved or vacated for a period of one year.

Violations. Violations shall be handled in accordance with Section 1801.J.

Authorization

CERTIFICATION AND AFFIDAVIT:

The undersigned affirm(s) that he/she/they is/are the owner, leasee, owner's representative, contractor involved in the application; and that the information included in this application is correct. Further, if the request is approved, the applicant will comply with all of the requirements of the City of Manistee Zoning Ordinance and certifies that measures proposed to mitigate adverse impacts will be completed in a timely fashion. The undersigned, by signing the Application, agrees to pay any and all fees and escrow payments in full as provided in Article 27.

Signature: Patricia Lundbeck Date: 11-5-12

Signature: Lich Kaudschke Date: 11-5-2012

If applicant is Incorporated or a Limited Liability Corporation a copy of the Articles of Incorporation are to be submitted with application.

By checking this box permission is given for Planning Commission Members to make a site inspection if desired.

Yes No Please indicate if the applicant will be tax exempt, applying and/or eligible for tax abatements, credits or deferments for this proposed project. If Yes, explain: _____

Office Use Only

Fee: \$750.00 \$ _____ Escrow Payment n/a Receipt # 27358

Date Received: 11/10/13 Hearing Date: 2/7/13 PC-2013-01

Applicant: <i>Kieth Sigourney</i>		
Submission Guidelines		
Detailed site plan shall include fifteen (15) copies of all required information including any documents rendered in color and a digital PDF of the Site Plan shall be forwarded to the Planning and Zoning Department. Unless specifically waived by the Zoning Administrator the site plan shall be prepared by an Engineer, Architect, Landscape Architect or Surveyor licensed to work in Michigan and shall include and illustrate at a minimum the following information:		
Waived Initials	Included	Detailed Site Plan Requirements
	<input checked="" type="checkbox"/>	The site plan shall be prepared by an Engineer, Architect, Landscape Architect or Surveyor licensed to work in Michigan
	<input checked="" type="checkbox"/>	A scale drawing of the site and proposed development thereon, including the date, name, address and professional seal of the preparer. In no instance shall the scale of the drawing be greater than one inch equals 20 feet nor less than one inch equals 200 feet. One copy shall be submitted in a photo-reduced form on 17" x 11" paper.
	<input checked="" type="checkbox"/>	The scale of the drawing and north arrow
	<input checked="" type="checkbox"/>	A vicinity map illustrating the property in relation to the surrounding street system.
<i>R</i>	<input type="checkbox"/>	Topography of the site and its relationship to adjoining land illustrated at 2-foot contours and including an area extending 100 feet from the parcel boundary.
	<input checked="" type="checkbox"/>	Existing man-made features, including buildings, fences, landscaping, parking, screening and the locations, heights and footprint of each.
	<input checked="" type="checkbox"/>	Illustration of all proposed improvements and buildings, fences, landscaping, parking and screening, including location, height, footprint of each.
	<input checked="" type="checkbox"/>	Setback lines and their dimensions.
<i>R</i>	<input type="checkbox"/>	Percentage of land covered by buildings and impervious surfaces and that reserved for open space.
<i>R</i>	<input type="checkbox"/>	Dwelling unit density where pertinent; including a density schedule demonstrating number of each dwelling type, if applicable.
<i>R</i>	<input type="checkbox"/>	Project phasing, if applicable.
	<input checked="" type="checkbox"/>	Location of public and private rights-of-way and easements contiguous to and within the proposed development which are planned to be continued, created, relocated or abandoned, including grades and types of construction of those upon the site.
	<input checked="" type="checkbox"/>	Curb-cuts, driving lanes, parking and loading areas, including the number of parking spaces and parking calculations; vehicular circulation patterns and features, location and size of all parking spaces and the identification of service lanes and parking.
	<input checked="" type="checkbox"/>	Curb-cuts and driveways on adjacent properties.
<i>R</i>	<input type="checkbox"/>	Location and type of drainage, sanitary sewers, storm sewers and other facilities, including surface and subsurface drainage for all impermeable surfaces on the site and all drainage calculations.
<i>R</i>	<input type="checkbox"/>	Existing and proposed water main, sanitary and storm sewer, natural gas, electric, telephone, cable television and other utilities, the proposed location of connections to existing utilities and any proposed extensions thereof.
<i>R</i>	<input type="checkbox"/>	Proposed changes to the topography of the site illustrated at no greater than two (2) foot contours.
<i>R</i>	<input type="checkbox"/>	Soil erosion and sediment control measures which shall include preventative soil erosion devices or measures, both during and after any site work related to the development.
	<input checked="" type="checkbox"/>	Detail on proposed signage including an illustration of all proposed signs, their surface area, height and nature of illumination, in accordance with Article 21 .
	<input checked="" type="checkbox"/>	A lighting plan in conformance with Section 525 .
<i>R</i>	<input type="checkbox"/>	A written and illustrated landscape plan prepared in accord with Section 531 of this Zoning Ordinance.
<i>R</i>	<input type="checkbox"/>	If the parcel is a result of a parcel division undertaken after the adoption of this Ordinance, the site plan shall illustrate all structures and buildings, drawn to scale located on the previously undivided property.
	<input type="checkbox"/>	Any additional material information necessary to consider the impact of the project upon adjacent properties and the general public as may be requested by the Zoning Administrator or the Planning Commission.
	<input type="checkbox"/>	Any required approvals, permits, changes or modifications required by any applicable regulatory agency.
<i>R</i>	<input type="checkbox"/>	Special Groundwater Protection. [If applicable – requirements will be provided]

October 31, 2012

City of Manistee
Planning Commission
City Hall
70 Maple Street
Manistee, MI 49660

RE: Special Use Permit Application
Old US-31 Diner
719 Koschiusko Street

Planning Commissioners:

We have recently purchased the former Great Lakes Auto Glass property at 719 Koschiusko Street and are currently the owners of the HiWay Inn at 715 Koschiusko Street located next door. We propose to use the property for an eating establishment called Old US-31 Diner. The diner will operate from 5:00 am to 11:00 pm and will seat 37 people. The diner will also create 8 new jobs.

We feel that the location is appropriate as the site was already a commercial property, is located on a key street segment and is adjacent to two eating and drinking establishments. Our establishment will provide family dining and will compliment the HiWay Inn and The Painted Lady by offering breakfast and food choices not available at those locations. The Old US-31 Diner will not serve alcohol.

The exterior of the existing building will not be altered. The only changes to the existing building facilities are the addition of a commercial kitchen and seating. The existing sanitary sewer lead has enough capacity for the proposed use. There will be no change to the storm water system.

The diner will not impact the school system.

The property is adjacent to two other eating and drinking establishments with a shared parking area. There is not expected effect of the emergency service requirements and automobile and truck circulation patterns.

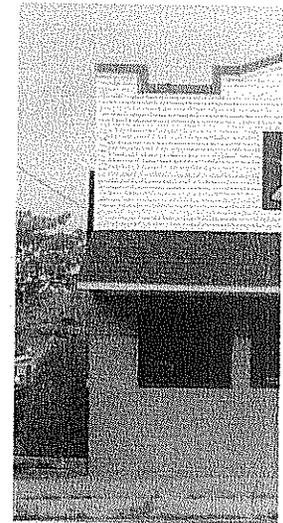
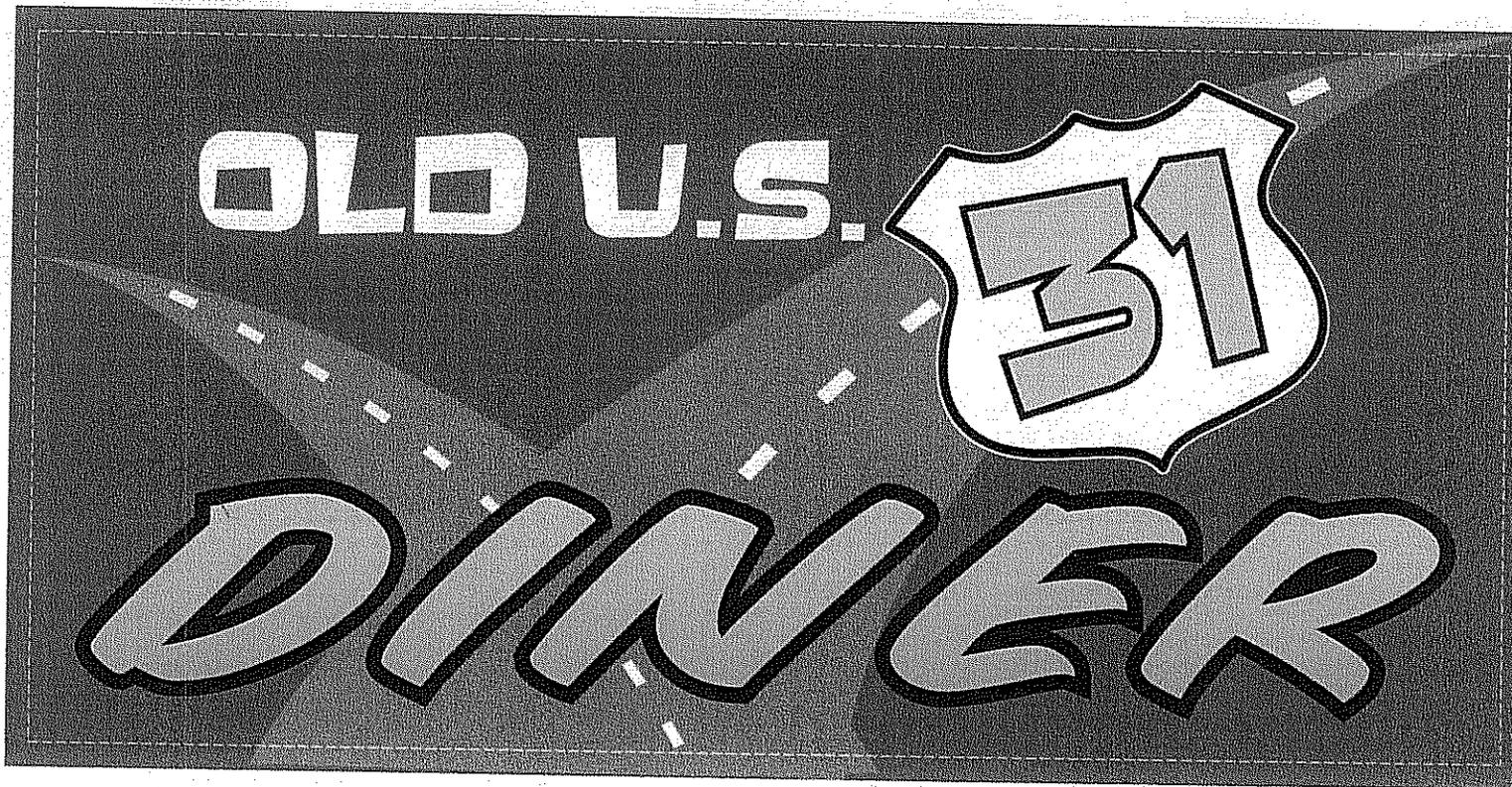
It is anticipated that the busy times for the diner will differ from the busy times for the adjacent businesses and should not affect local traffic volumes.

Thank you for your consideration.

Patricia Dunsbeck
Lucy V. Anselmi

8'-0"

4'-0"



FLAT WHITE POLY FACE
 EXISTING CABINET (RELOCATE)
 FIRST SURFACE GRAPHIC
 PSA DIGITAL WITH LAMINATE

1.5" RETAINER NOMINAL

QTY: 1



Amor Sign Studios, Inc.
 443 WATER STREET ~ P. O. BOX 433
 MANISTEE, MI 49660 ~ 231-723-8361 ~ 800-922-2667
 FAX: 231-723-9365 ~ www.amorsign.com

DATE: 10-4-12 SALES REPRESENTATIVE: TOM H. AMOR

DRAWING SCALE: 1/2" = 1' GRAPHICS BY: W. BIALIK

FILENAME: FLAT FACE

SERVER LOCATION: AMOR N: \ DESIGN \ OLD US 31 DINER

PANTONE COLOR MATCHING:

PMS: AS SHOWN

3M / PSA FILM MATCHING:

PREMIUM:

TRANSLUCENT:

PSA: LAMINATE:

AMOR SIGN STUDIOS, INC. reserves the exclusive right to bid on illustrated design. This design/illustration is protected by

NORTH



LEGEND

- = FOUND CORNER
- = SET CORNER
- ◻ = FOUND MONUMENT
- ◼ = SET MONUMENT
- R = RECORDED
- M = MEASURED
- △ = P.K. NAIL

LEGAL DESCRIPTION
 LOT 11, BLOCK 10 OF THE FREELAND ADDITION TO THE CITY OF MANISTEE

APPLICANT: LINDA VANSICKLE & PATRICIA SUNDBECK

ZONING: R-2 MEDIUM DENSITY RESIDENTIAL
 ON KEY STREET SEGMENT

EXISTING PROPERTY USE: COMMERCIAL

PROPOSED PROPERTY USE: EATING ESTABLISHMENT

PROPOSED SEATS: 37

PARKING CALCULATION: 1 SPACE FOR 3 SEATS

37/3 = 12.33*
 *VARIANCE GRANTED 12-19-12 BY ZONING BOARD OF APPEALS TO REDUCE PARKING REQUIRED TO 10 SPACES.

PARKING PROVIDED: 10 SPACES INCLUDING 1 BARRIER FREE

ANY LOADING OR UNLOADING WILL BE CONDUCTED WHEN THE FACILITY IS NOT OPEN TO THE PUBLIC.

SIGNING PLAN: EXISTING SIGN IS 8'x4'=32 SF AND IS MOUNTED ON THE FRONT OF THE BUILDING.

LIGHTING PLAN: THERE IS NO NEW EXTERIOR LIGHTING PROPOSED. EXISTING EXTERIOR LIGHTING IS 3 RECESSED LIGHTS UNDER THE ROOF EAVE ON THE FRONT OF THE BUILDING.

THE FOLLOWING VARIANCES WERE GRANTED BY THE ZONING BOARD OF APPEALS ON DECEMBER 19, 2012:

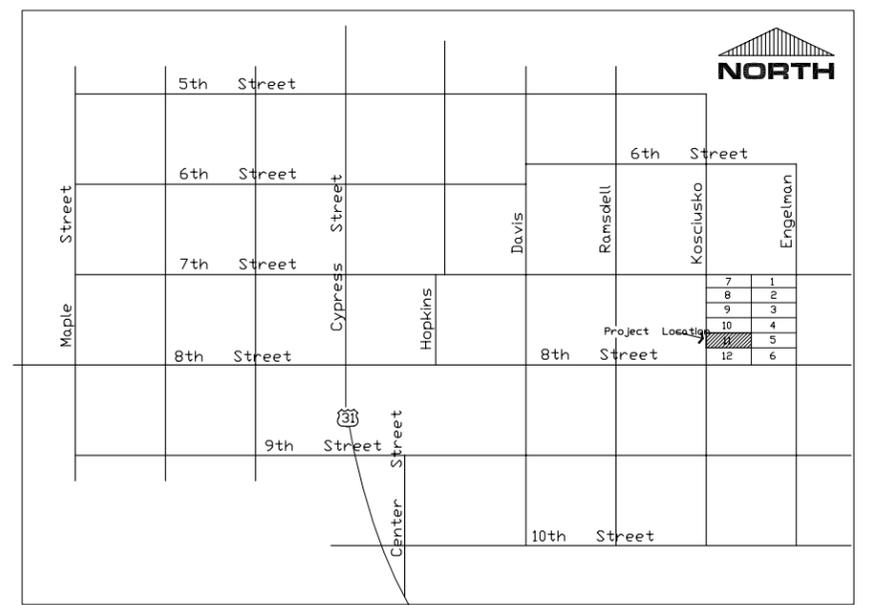
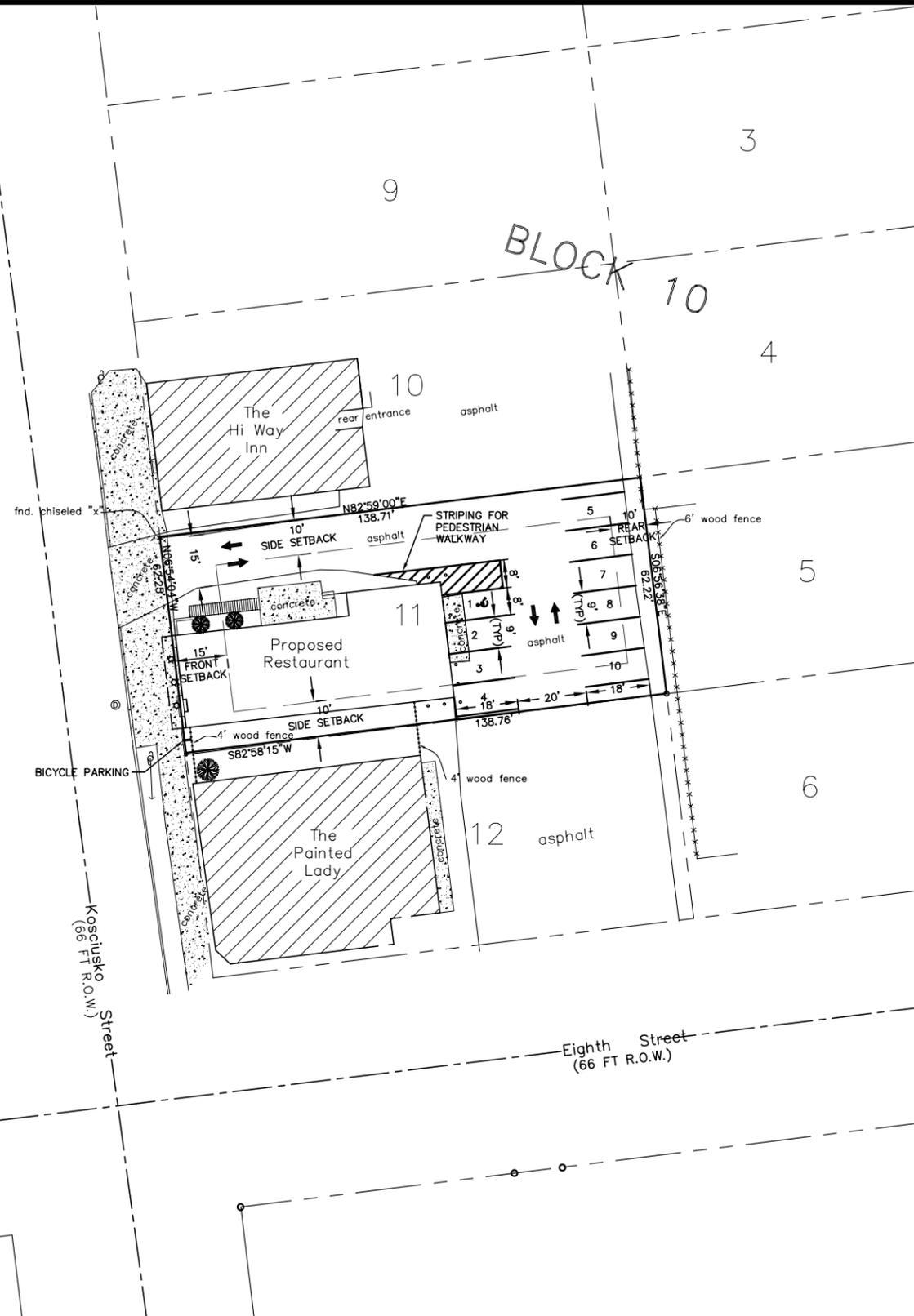
REDUCE THE MINIMUM LOT AREA REQUIREMENT FROM 10,000 SQ FT TO 8,583 SQ FT.

REDUCE THE MINIMUM LOT WIDTH REQUIREMENT FROM 80 FT TO 62 FT

REDUCE THE MINIMUM DRIVEWAY WIDTH FROM 20 FT TO 15 FT

REDUCE THE NUMBER OF PARKING SPACES TO 10

ELIMINATE THE REQUIREMENT TO PROVIDE DESIGNATED PEDESTRIAN WALKWAY, LANDSCAPE PLANTING ISLANDS AND PERIMETER BUFFERS



SITE VICINITY MAP

PREPARED BY: HOLLY A. MULHERIN, P.E.
 NORDLUND & ASSOCIATES, INC.
 267 E. RIVER STREET
 MANISTEE, MICHIGAN 49431
 DATE: JANUARY 9, 2013

REV.	DESCRIPTION	BY	DATE
NORDLUND & ASSOCIATES, INC. Providing Complete Engineering & Surveying Services since 1972 813 E. Ludington Ave. 267 River Street Ludington, MI 49431 Manistee, MI 49660 (231) 843-3485 (231) 723-6460 FAX: (231) 843-7878 FAX: (231) 723-6642			
CLIENT: Linda Van Sickle Patricia Sundbeck		DRAWN BY: T.C.B.	CHECKED BY: H.A.M.
		SCALE: 1" = 20'	
DESCRIPTION: Old US 31 Diner 719 Kosciusko St.		DATE: January 2013	
		JOB NUMBER: 9204 - 1	SHEET: 1 of 1

CITY OF MANISTEE PLANNING COMMISSION WORKSESSION

70 Maple Street, Manistee, MI 49660

January 17, 2013

NOTES

A meeting of the Manistee City Planning Commission was held on Thursday, January 17, 2013 at 7pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 7:04 pm by Chair Yoder

Roll Call:

Members Present: Maureen Barry, Bill Dean, Ray Fortier, Marlene McBride, Mark Wittlief, Roger Yoder

Members Absent: David Crockett (excused)

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

Questionnaire – As a component of the Master Plan Update the Members of the Planning Commission have been working on an exercise that will assist them in the update of the Plan. Each member was asked to compile a list of Likes, Dislikes, and Improvements they want to see in the Community. This list was compiled for the members to have a final opportunity to add items to the list, then by consensus pick the top five items in each category. Items that were worded similarly were reworded as a single line item on the list. Each Commissioner ranked the items on the list 1 through 5; then a value was given to each ranking as follows:

Ranking System

#1 – 5 points

#2 – 4 points

#3 – 3 points

#4 – 2 points

#5 – 1 point

Ranked/Score	Things I Like about Manistee - Top Five Responses
1 / 30	<i>Natural Bodies of Water (Lake Michigan Shoreline, Beaches, Manistee Lake, Manistee River Channel, Man-Made Lake)</i>
2 / 14	<i>Safe, friendly, family oriented, small town atmosphere, solid sense of community</i>
3 / 10	<i>Cultural opportunities in the area; The Ramsdell Theatre is a true gem with the Arts and Theater; Music on Tuesdays at the Gazebo and Thursdays on the River; renovating Vogue Theatre; Museums; Festivals</i>
4 / 9	<i>Recreational opportunities (Riverwalk, Parks, Golf, Indoor Pool, Indoor Walking Track, etc)</i>
5 / 6 (tied)	<i>Manistee has a great school system with great sports teams and academics</i>
5 / 6 (tied)	<i>Great City services Fire, Police, Roads, Trash pickup</i>

Ranked/Score	Things I dislike about Manistee – Top Five Responses
1 / 15	<i>The lack of opportunity for high school and college graduates to obtain a well-paid job with future opportunity for advancement</i>
2 / 14 (tied)	<i>City Taxes, Higher taxes than surrounding townships</i>
2 / 14 tied	<i>Limited choices in restaurants</i>
4 / 13	<i>Limited Shopping opportunities, hours and selection, closed on Sundays, closed evenings (summer also)</i>
5 / 9	<i>Condition of buildings, empty storefronts and streetscape</i>

Ranked/Score	Improvements I would like to see – Top Five Responses
1 / 17	<i>Choices for everything (Restaurants, shopping, recreation, entertainment)</i>
2 / 15	<i>Job increase</i>
3 / 14	<i>Better Co-op between City and outlying areas; Manistee Agencies/Township pulling together to bring more manufacturing and retail jobs to Manistee and the County; Open forums with the City Council, Planning Commission, AES and Chamber held away from City Hall</i>
4 / 9	<i>Improved and expanded tourist information for the Manistee area (Midwest Living article an excellent example); Enhanced promotion of Manistee to Michigan and the Midwest (e.g. boating publication); promotion of Manistee County as a site for new industry and business which would employ larger numbers of people and increase starting wage levels; Create a positive acceptance of new industry and business from our local leaders and existing business</i>
5 / 6	<i>Economic development focus on solid long-term job growth More improvement from community such as restarting of the Tuesday Committee</i>

The Commissioners will be given 2010 Census Information to review the changes in census since 2000 at the February Meeting. The Commission will begin developing preliminary Goals at the February Meeting.

Master Plan Update – The Commission discussed the need to begin working on updating the Plan. They were asked if they would like to add to each agenda a Worksession following the meeting or if they would like to schedule a Worksession for 6 pm that would end at 7 pm before each regularly scheduled meeting. Consensus was to try holding worksessions after meetings.

The next regular meeting of the Planning Commission will be held on Thursday, February 7, 2013.

ADJOURNMENT

The Worksession adjourned at 8:45 pm

MANISTEE PLANNING COMMISSION

Denise J. Blakeslee, Recording Secretary