

# **MANISTEE CITY PLANNING COMMISSION**

Meeting of Thursday, April 4, 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 April 4, 2013 Agenda.

### **IV Approval of Minutes**

At this time Planning Commission can take action to approve the March 7, 2013 meeting Minutes.

### **V Public Hearing**

#### **PC-2013-02 – Arens Investment Company – Alley Vacation Request**

A request has been received from Arens Investment Company to vacate that portion of the alley located between lot 1, 2, 3, 4, including the east 18.75 feet of lot 5 and lot 12, 11, 10, 9 including the east 18.75 feet of lot 8, located in Block 9 of Filer and Tyson's Addition to the City of Manistee.

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-2013-02 – Arens Investment Company – Alley Vacation Request**

Earlier in the evening a Public Hearing was held in response to a request from Arens Investment Company for an Alley Vacation Request.

At this time the Planning Commission could take action to deny/approve and recommend to City Council to vacate that portion of the alley located between lot 1, 2, 3, 4, including the east 18.75 feet of lot 5 and lot 12, 11, 10, 9 including the east 18.75 feet of lot 8, located in Block 9 of Filer and Tyson's Addition to the City of Manistee reserving any existing utility easements.

**The Woda Group, Inc. – Manistee Place PUD (former Chalet West Apartments)**

A request has been received from the Woda Group, Inc. – Manistee Place to relocate the basketball court, playground and picnic area from the area originally proposed on the site plan. Staff is forwarding the request to the Planning Commission for review.

At this time the Planning Commission could take action on the proposed relocation of the basketball court, playground and picnic area at Manistee Place (former Chalet West Apartments).

**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**

Master Plan Update

**XIV Adjournment**

# CITY OF MANISTEE PLANNING COMMISSION

70 Maple Street  
Manistee, MI 49660

## MEETING MINUTES

March 7, 2013

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

Meeting was called to order at 7:01 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) and others

### APPROVAL OF AGENDA

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

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

Yes: Dean, Fortier, McBride, Wittlief, Yoder  
No: None

### APPROVAL OF MINUTES

Motion by Ray Fortier, seconded by Marlene McBride that the minutes of the February 7, 2013 Planning Commission Meeting be approved as prepared.

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

Yes: Dean, Fortier, McBride, Wittlief, Yoder  
No: None

### PUBLIC HEARING

None

**PUBLIC COMMENT ON AGENDA RELATED ITEMS**

None

**NEW BUSINESS**

None

**OLD BUSINESS**

None

**PUBLIC COMMENTS AND COMMUNICATIONS**

None

**CORRESPONDENCE**

None

**STAFF/SUB-COMMITTEE REPORTS**

**Denise Blakeslee, Planning & Zoning** – a workshop is being scheduled for either April or May that can be used for Citizen Planner Certification Credits.

The Planning Commission will hold a Worksession on March 21, 2013

The next regular meeting of the Planning Commission will be held on Thursday, April 4, 2013

**ADJOURNMENT**

Motion by Mark Wittlief, seconded by Bill Dean that the meeting be adjourned.

MOTION PASSED UNANIMOUSLY.

Meeting adjourned at 7:04 pm

**Worksession - Notes**

At the January 19, 2013 Worksession the Planning Commission directed staff to schedule a Worksession to take place after every regularly scheduled meeting to continue working on various items that will be used for updating the Master Plan. 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.

Commissioner Barry entered the meeting 7:06 pm

**Questionnaire Results** - Commissioners were sent a copy of the list of answers to the question “If you were to drive through Manistee or fly over in a hot air balloon in ten years what would you see?” They ranked the top five follows:

Ranked/Score	Top Responses
<b>#1 / 16</b>	Fully occupied downtown
<b>#2 / 13</b>	More jobs/commercial & Industrial facilities
<b>#3 / 9</b>	Removal & Reroute of train tracks to spur commercial development
<b>#4 / 8 (tied)</b>	Vastly developed downtown and new streetscape, parks and fountains
<b>#4 / 8 (tied)</b>	Enlarged Hospital with more than 28 beds and specialists and more medical treatments not have to go out of town.

	Complete list
8	Enlarged Hospital with more than 28 beds and specialists and more medical treatments not have to go out of town.
6	A local hospital providing a fully trained staff expert in current procedures and the use of contemporary instrumentation in the Trauma Center. Local transportation and trained and equipped staff to transport required patients to a higher level facility (Munson/Spectrum).
5	A fully functional and integrated community and services involving the City of Manistee, local and adjacent communities and the Little River Band of Ottawa Indians.
1	Possible by-pass wooded area ( <i>Driving</i> )
8	Vastly developed downtown and new streetscape, parks and fountains
16	Fully occupied downtown
13	More jobs/commercial & Industrial facilities
0	High tech industry/filling our industrial parks
1	One large body of blue water connected by a river to smaller body, fed by two rivers very picturesque, Clean white (sandy) beaches ( <i>Flying</i> )
5	An expanded West Shore Community College offering vocational courses, required to meet all needs of the Manistee Area. These programs will result in two year vocational degrees. Also four year programs in key educational (teaching) and technical medial areas (radiology) and other required programs. This will allow many local students to remain at home cutting costs for the student as well as the entire educational process.
0	Change Industrial area on Washington Street to park and condo/housing.
2	Relocate trains off highway and add passenger travel by train.
3	Continued integration of City services (eg like the police, fire, EMS) to cut costs by eliminating duplicate overhead, managerial and administrative costs.
0	It is a site to behold the green woods and rivers very special.
3	Start/complete Peninsula Project
2	Lake Michigan fully utilized for recreation.
2	Restaurants, theatre, and nighttime activities.
9	Removal & Reroute of train tracks to spur commercial development
0	No smoke stacks – maybe a little more development on Manistee Lake
0	World class beaches and water recreation facilities
3	Enlarged airport promoting more tourist and Industry by air
1	Large stores more employment and tourists to our town
0	Local business and industry fully adhering to local requirements/ordinances
0	City Annex property to grow city boundaries.
0	City wide Wi-Fi

**Goals** - The Commission began discussing Goals for the Master Plan. Ideas for Goals included:

- Downtown/Historic District
- Hospitals/Schools/Parks/Recreation
- Technology/Green Infrastructure/Preserving the Environment
- Commercial/Industry/Jobs/Relocate Rail Road
- Neighborhood preservation

**Master Plan** - At the March 5, 2013 City Council Meeting Council approved the City of Manistee entering into the Lakes to Land Regional Initiative. This will assist in the will assist with the public involvement and facilitate public input as well as assist in the plan development.

Discussed the need to have public input for the plan development, each member of the Commission was asked to list the names and contact information for members of the community they feel should be invited to participate in the public input for the master plan.

Worksession Adjourned at 8:07 pm

MANISTEE PLANNING COMMISSION

---

Denise J. Blakeslee, Recording Secretary

# CITY OF MANISTEE PLANNING COMMISSION WORKSESSION

70 Maple Street, Manistee, MI 49660

**March 21, 2013**

## **NOTES**

A Worksession of the Manistee City Planning Commission was held on Thursday, March 21, 2013 at 7pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 7:03 by Vice Chair Fortier

Roll Call:

Members Present: Maureen Barry, David Crockett, Bill Dean, Ray Fortier, Marlene McBride, Mark Wittlief

Members Absent: Roger Yoder (excused)

Others: Denise Blakeslee (Planning & Zoning) and others

**Master Plan Update** – The Commission reviewed and discussed a draft of the Master Plan that has been prepared as a base to develop the plan from; Commissioners were asked to submit a list of names of individuals to invite to the public hearing; staff will work on items discussed.

The next regular meeting of the Planning Commission will be held on Thursday, April 4, 2013.

## **ADJOURNMENT**

The Worksession adjourned at 8:20 pm

MANISTEE PLANNING COMMISSION

---

Denise J. Blakeslee, Recording Secretary



Planning & Zoning  
Community Development  
231.398.2805  
Fax 231.723-1546  
[www.manisteemi.gov](http://www.manisteemi.gov)

## MEMORANDUM

---

TO: Planning Commissioners

FROM: Denise Blakeslee, Planning & Zoning

DATE: March 26, 2014

RE: Arens Investment Company – Alley Vacation Request

Commissioners, we have received a request from Arens Investment Company to vacate a portion of the alley between Pine and Spruce Street. Mr. Aren's has made an offer to purchase the property which is contingent upon the vacation of that portion of the alley located between lot 1, 2, 3, 4, including the east 18.75 feet of lot 5 and lot 12, 11, 10, 9 including the east 18.75 feet of lot 8, located in Block 9 of Filer and Tyson's Addition to the City of Manistee as shown on the attached survey. This is the former Hotel Chippewa property that has been vacant since the hotel burned in the early 1990's. The request has been noticed and a public hearing has been scheduled for the April 4, 2013 meeting.

There are a few items that need to be considered when reviewing the request.

- What is the intended use for the property?
  - Without knowing what the intended use of the property will be, how does one justify vacating the alley?
- Are there any utilities located in the alley?
  - When vacating streets or alleys we always reserve any existing utility easements, under Council's authority as contained in Public Act 288 of 1967, MCL 560.256, and Section 13-3 of the City of Manistee Charter.
  - If vacated this needs to be a condition of the motion.
  - Will this condition affect the applicant's ability to use the property?
- How will eliminating the alley affect access for the remaining property owners?
  - Will the remaining portion of the alley meet the access needs of the adjoining property owners?

:djb



Two properties adjoin the alley



Photo of Alley taken from Spruce Street looking East 3-26-13



# Arens Investment Company

a Michigan Limited Liability Corporation – 2110 Crescent Beach, Manistee, MI 49660

March 25, 2013

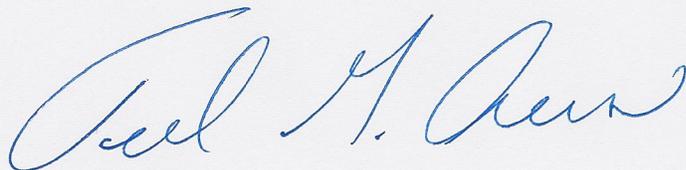
Manistee Planning Commission  
70 Maple Street  
Manistee, MI 49660

Dear Board Members,

Arens Investment entered into an agreement with the Bankruptcy Trustee Kelly M. Hagan on January 5, 2013. A contingency of that sale is the vacation of the alley that separates the lots I am buying. We do not seek to vacate any other portion of the alley, including the portion that exits between Thomas property and Spruce Street.

As of today, there is no intent to build on the property in the near future. I believe that the best use of the property today would be to build condos with possibly a couple of small coffee or bakery stores. This will not be possible currently because of the glut of empty stores and condos in Manistee. I do however have an interest in seeing that Manistee downtown succeeds and would be willing to work/invest with anyone who has a good idea. If no interested parties come forward I would develop the property in the future.

The vacating of the alley will allow for maximum flexibility for the use of the property. I believe the case could be made that the alley was vacated a long time ago because the Chippewa Hotel was built on that alleyway.



Ted Arens  
General Partner

MEMO TO: Denise Blakeslee, Zoning Administrator  
FROM: Jeffrey W. Mikula, Utility Director  
DATE: March 27, 2013  
SUBJECT: Aren's Investment Company  
Alley Vacation Request



Utility Director's Office  
231-723-7132

---

Upon your request we have reviewed the request to vacate the alley between Pine St and Spruce St. along the block from Water St. to First St. A review of the City water and sewer Atlas' does not indicate City water or sewer mains. However, in discussing with Department of Public Works staff, they recall a sewer manhole located within the alley. It is believed that this sewer flows east to Pine St. The manhole is covered with snow and we have scheduled a crew to locate the manhole and determine if there are any live connections to the line.

Should the line only serve the former building, we would consider removal of the line to support future development. Until that time, we request that the alley vacation not be granted, or if granted, be replaced with a 20 ft utility easement.

## Denise Blakeslee

---

**From:** Dave Bachman  
**Sent:** Friday, March 22, 2013 3:11 PM  
**To:** Denise Blakeslee  
**Subject:** Re: Alley Vacation Request

It would be difficult to support just vacating an alley from our perspective without knowing the intended use or the impact of that use on other buildings. From that standpoint alone, as public safety, we wouldn't be able to support the vacation.

Not near enough information for me to make that decision. Db

Chief David M Bachman  
DPS City of Manistee  
231-398-2810 office direct  
231-887-5053 cell  
Sent from my iPhone

On Mar 22, 2013, at 11:01 AM, "Denise Blakeslee" <[dblakeslee@manisteemi.gov](mailto:dblakeslee@manisteemi.gov)> wrote:

> Dave –  
> This will be on the April PC Meeting for consideration. Wanted to make sure you had the opportunity to look at it from a public safety standpoint. We do not know what the proposed use of the property will be at this time.  
>  
> If there are any issues please let me know.  
>  
> Denise  
>  
> Denise Blakeslee  
> Planning & Zoning  
> City of Manistee  
> 70 Maple Street, P.O. Box 358  
> Manistee, MI 49660  
> 231.398.2805  
> [dblakeslee@manisteemi.gov](mailto:dblakeslee@manisteemi.gov)  
>  
> <Arens request.pdf>

3/22/2013

Manistee City Planning Commission  
70 Maple Street  
Manistee, Michigan 49660

Robert & Donna Thomas  
815 Dinsen Street  
Manistee, Michigan 49660

We are responding to the proposed vacating of the alley way located between Lot 1, 2, 3, 4, including the East 18.75 feet of Lot 5 & Lot 12, 11, 10, 9, including the East 18.75 feet of Lot 8, located in Block 9 of Filer & Tyson's Addition to the City of Manistee, also known as the alley way behind the former Chippewa Hotel/Coral Gables. We are probably the only property owners on this block directly affected by this proposal. But, it is not without saying that other neighbors will be affected indirectly. We use this west alley way to access our present parking lot and back entrance (Spruce St.) to our Building. Parking surrounding the block is premium. Our neighbor, the business to our West, utilizes the Johnson Funeral Home Parking Lot except during a funeral. During a funeral the parking situation on Spruce St. is very congested. At present, the alley way gives us the option for huge trucks/trailers to drive thru the Alley Way, both directions. However, if we are denied access to our property through the alley way as proposed, we would have to design a new drive approach to our entrance there by losing two parking places on Spruce St. and indirectly affecting our neighbors.

Doing the new driveway approach then makes it possible to back up such vehicles but affecting our neighbors and us.

Historically, this alley was plotted as were others before the present fire dept. even existed as far back as when fire bucket brigades were formed to the river to fight fires.

That alley is there for a reason, and that being SAFETY!

It was I that reported and started to fight the fire when the grocery store that was on First Street was on fire and it was Bob Hornkohl who quickly came to my aid before the fire dept could respond to the alley way just behind the fire.

When the fire happened at the hotel we didn't have a ladder fire truck at that time but relied on Consumers power for their assistance. Even now, with that equipment present at our fire dept., it seems to me getting closer to the fire would be of great importance. I believe that alley could be moved, but to vacate it before we know how the property is to be used is premature aka the cart is before the horse.

After the hotel fire, the city became the owners of said property, but gave it away for the cost of the cleanup to Bill Seng and ever since it has sat empty except for overflow parking and certain city events. Several projects failed over the years and it is time to get this property back on line. We don't want to look like Detroit and it is a blight that needs the "Tuesday Committee". I do certainly salute Ted Arens, for his efforts in doing just that but am not completely on board until it is known the purpose and use of the property. I openly greet the opportunity to work with Ted Arens to resolve these issues we both have.

We have always thought that the City missed a chance to place a combined police/fire dept. with the city offices on this property. Could it be possible now, maybe now could be a second opportunity?

We hope the Planning Commission will take our comments under consideration and not recommend that the alley vacating go forward.

(Property owners of 471 Water St.)

A handwritten signature in black ink, appearing to read 'Robert F. Thomas', with a long horizontal flourish extending to the right.

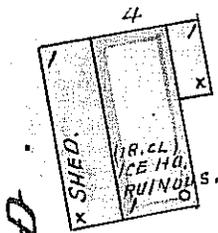
ROBERT F. THOMAS

A handwritten signature in black ink, appearing to read 'Donna J. Thomas', written in a cursive style.

DONNA J. THOMAS

6

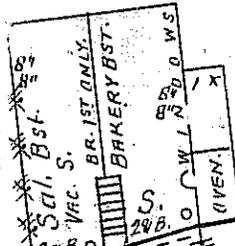
5



3



29'



468

466

66'

25

F.A. BOX.

T.H.

1895

Sanborn Map

RIVER

8" W.P.

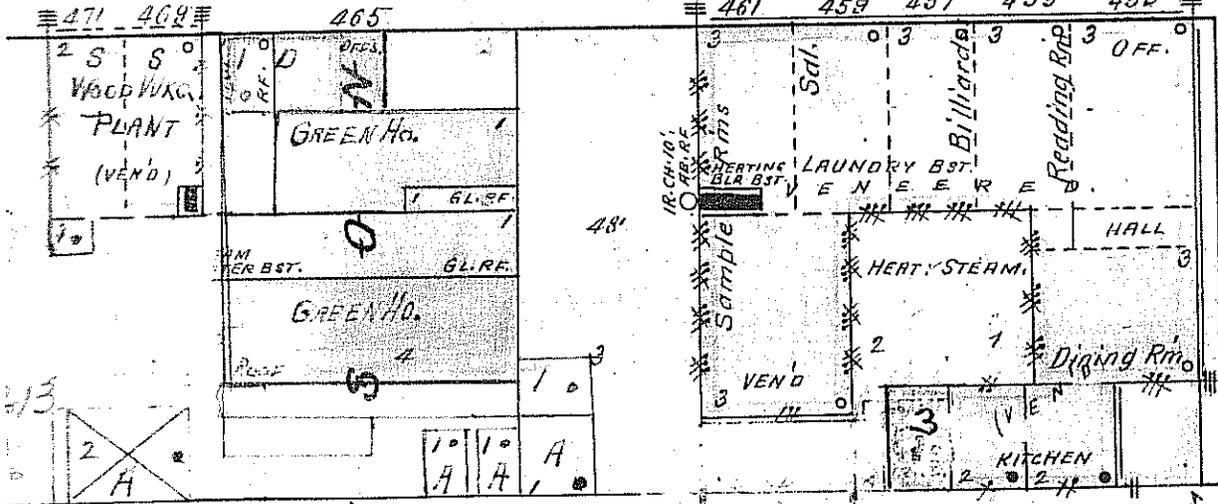
WATER

66'

26

DUNHAM HOUSE (443)

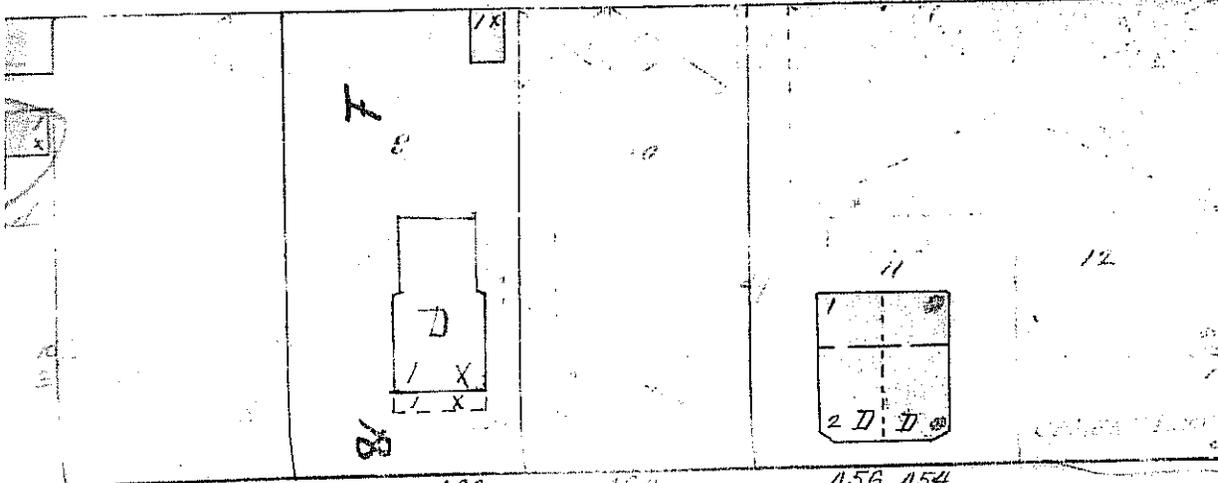
461 459 457 455 453



48'

20'

PINE



92 (93)

D.H.

466

462

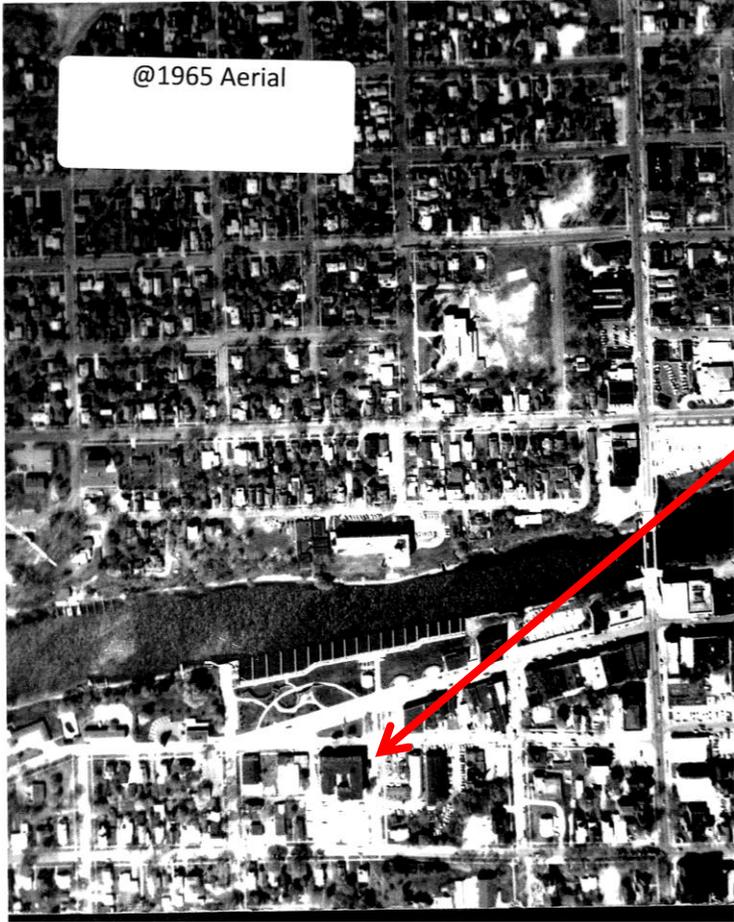
460

456 454

12" W.P.

54

122



**Aerial showing that the Hotel was not constructed over the alley**

# PUBLIC NOTICE

The Manistee City Planning Commission will hold a public hearing on **Thursday, April 4, 2011 at 7:00 p.m.** in the Council Chambers, City Hall, 70 Maple Street, Manistee, MI 49660.

The Hearing is being held in response to a request from:

NAME: Arens Investment Company  
2110 Crescent Beach Road, Manistee, MI 49660

HEARING PURPOSE: Request to vacate that portion of the alley located between lot 1, 2, 3, 4, including the east 18.75 feet of lot 5 and lot 12, 11, 10, 9 including the east 18.75 feet of lot 8, located in Block 9 of Filer and Tyson's Addition to the City of Manistee.

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.



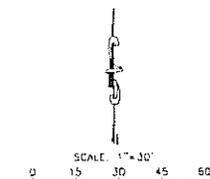
Planning & Zoning, City Hall  
 70 Maple Street, P.O. Box 358,  
 Manistee, MI 49660  
 231.398.2806 (phone)  
 231.723.1546 (fax)

## Street or Alley Vacation Request Form

Please Print

Vacation of a Public Right-of-way Requirements		
<p><i>Requests must be received 25 days prior to the City of Manistee Planning Commission meeting to be placed on the agenda.</i> Requests require a Public Hearing and Council Approval. Notice shall include publication in a newspaper, posting in City Hall, and notification by first class mail of all parties within 300 feet of the affected portion of street/alley. <b>Applicants must furnish title work to show all easements.</b></p>		
Applicant Information		
Property Address:	Parcel # 51-51-349-710-01	
Name of Owner #1: Kelly M. Hagan, Trustee, In re: Ruth Marie Seng, US Bankruptcy Court File No. 11-11-01392-swd [seller of parcel]		
Mailing Address: PO Box 384, Acme, MI 49610		
Phone #: (248) 650-6094 ext. 15 (Trustee's attorney)	Cell#:	e-mail: ksmith@bbssplc.com (Trustee's attorney)
Property Address:	Parcel # 51-51-349-710-01	
Name of Owner #2: Arens Investment Company [buyer of parcel/applicant]		
Mailing Address: 2110 Crescent Beach Road, Manistee, MI 49660		
Phone #: (586) 530-3931	Cell#:	e-mail: tedgarens@gmail.com
Property Address:	Parcel #	
Name of Owner #3:		
Mailing Address:		
Phone #:	Cell#:	e-mail:
Property Address:	Parcel #	
Name of Owner #4:		
Mailing Address:		
Phone #:	Cell#:	e-mail:
Site Plan Requirements		
<p>The applicant is responsible to provide a survey showing the streets and street names and lot dimensions of all parcels involved in the vacation and legal descriptions of the proposed resulting parcels. <b>The Planning Commission reserves the right to require additional information necessary to meet the requirements of the Zoning Ordinance.</b></p>		
Authorization		
<p>By signing the application the applicant is authorizing City Staff permission to make site inspections as necessary. The undersigned affirms that the information included in this application is correct.</p>		
Applicant #1 Signature: <i>[Signature]</i>	ARENS INV PARTNERS	Date: <u>3/6/2013</u>
Applicant #2 Signature: _____		Date: _____
Applicant #3 Signature: _____		Date: _____
Applicant #4 Signature: _____		Date: _____
<input checked="" type="checkbox"/> Fee of \$750.00 and Site Plan for project attached (permit cannot be issued without site plan)		
Office Use Only		
Fee: <input checked="" type="checkbox"/> \$750.00	Receipt # <u>27619</u>	<u>PC-2013-02</u>
Signature: _____	Date: _____	

S. WATER STREET (66' R/W)



BEARING WERE BASED ON THE SOUTH LINE OF SECOND STREET OF THE RECORDED PLAT OF FILER AND TYSON'S ADDITION TO THE CITY OF MANISTEE.

- LEGEND-
- ⊕ FOUND IRON
  - SET IRON
  - STEEL POST - R" UNLESS NOTED
  - ⌈ SIGN
  - POWER POLE
  - GUY POLE
  - GUY WIRE
  - ⊕ WATER VALVE
  - ⊕ STORM MANHOLE
  - ⊕ SANITARY MANHOLE
  - WOODEN FENCE
  - ▭ CONCRETE

- NOTES:
1. THE DESCRIPTION SHOWN HEREON IS BASED ON THE MANISTEE ABSTRACT AND TITLE COMPANY POLICY NUMBER LP 50174G. EFFECTIVE DATE MARCH 5, 2003.
  2. NO PORTION OF THE LAND INDICATED HEREON IS LOCATED IN A 100 YEAR FLOOD PLAIN OR OTHER DESIGNATED FLOOD PLAIN.
  3. THIS SURVEY DEPICTS THE LOCATION OF SUBSTANTIAL, VISIBLE BUILDINGS AND OTHER IMPROVEMENTS ON THE PROPERTY.
  4. THIS SURVEY SHOWS OBSERVED EVIDENCE OF UTILITIES, DRAINAGE AND POINTS OF INGRESS AND EGRESS FOR SAID DRAINAGE AND UTILITIES. SURVEY WAS CONDUCTED WHEN THERE WAS 24" ON THE GROUND. NO UTILITIES WERE FOUND ON THE PROPERTY.
  5. THIS PARCEL CONTAINS 63,334 SQUARE FEET OR 1.45 ACRES. THE LAND SHOWN HEREON IS THE SAME AS THE LEGAL DESCRIPTION SCHEDULE "A" LP56174D4.

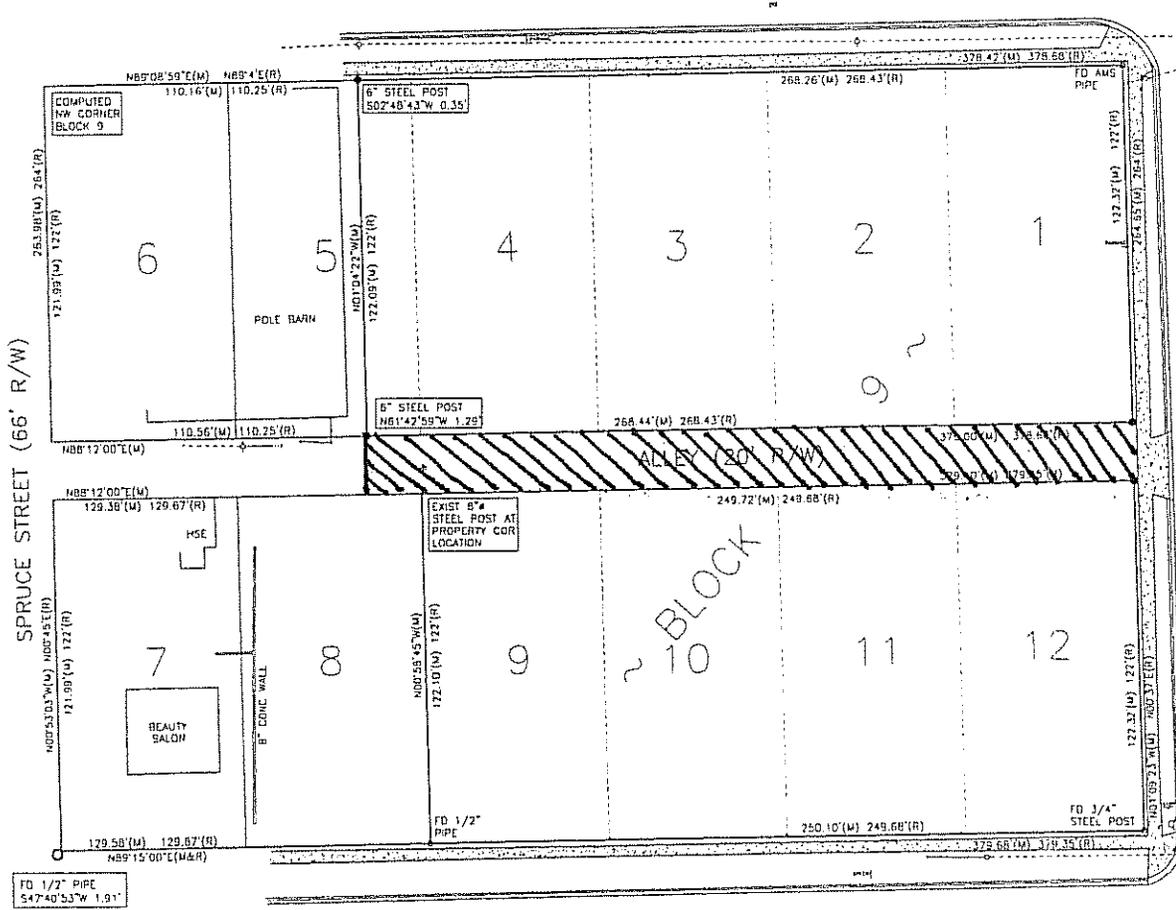
DESCRIPTION:  
 LOTS 1-4, 9-12 AND THE EAST 18.75' OF LOT 5 ALL IN BLOCK 9 OF FILER AND TYSON'S ADDITION TO THE CITY OF MANISTEE, ACCORDING TO THE PLAT THEREOF AS RECORDED IN LIBER 2 OF DEEDS, PAGES 64 & 65.

PROPERTY TAX NO. 51-51-349-710-01

TO:  
 THEODORE ARENS  
 NORTHWESTERN BANK  
 MANISTEE ABSTRACT AND TITLE COMPANY

THIS IS TO CERTIFY THAT THIS MAP OR PLAT OF THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2011 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/ACSM LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS AND INCLUDES ITEMS 1, 2, 3, 4, B, 11A AND 1B OF TABLE A THEREOF. THE FIELD WORK WAS COMPLETED ON FEBRUARY 6, 2013.

JAMES T. NORDLUND, SR  
 PROFESSIONAL SURVEYOR  
 PS# 15345



FIRST STREET (66' R/W)

REV	DESCRIPTION	BY	DATE
<b>NORDLUND &amp; ASSOCIATES, INC.</b> Providing Complete Engineering & Surveying Services Since 1972 <small>Ludington, MI 49431      Manistee, MI 49660                      (231) 843-3485      (231) 723-8460</small>			
CLIENT		DRAWN BY: JG	
TED ARENS		CHECKED BY: JTN-SR	
2110 CRESENT BEACH RD		SCALE: 1" = 30'	
MANISTEE, MICHIGAN 49660		DATE: FEBRUARY 27, 2013	
DESCRIPTION		JOB NUMBER	SHEET
		PS-13-05	1 OF 1

Attachment to *Street or Alley Vacation Request Form*

Legal descriptions of proposed resulting parcels:

Lots 1-4 and the adjacent north 10' of the vacated alley along those lots, lots 9-12 and the adjacent south 10' of the vacated alley along those lots, and the east 18.75' of Lot 5 together with the adjacent north 10' of the vacated alley along that 18.75', all in Block 9 of Filer and Tyson's Addition to the City of Manistee.

TO: Planning Commissioners

FROM: Denise Blakeslee, Planning & Zoning

DATE: March 26, 2014

RE: The Woda Group, Inc. – Manistee Place PUD (f.k.a. Chalet West)

Commissioners, we have received a request from the Woda Group, Inc. to modify the site plan for their PUD for Manistee Place (former Chalet West Apartments). They are requesting to relocate the basketball court, playground and picnic area.

Review of the proposed relocation raised the concern of the area being next to a significant change in topography. The following photo shows the topography change as seen from the adjoining property.



These concerns were discussed with the developer, who is contacting their architect to include a fence with their proposal.

:djb



Ohio Office: 614.396.3200  
229 Huber Village Blvd., Suite 100 | Westerville, OH 43081  
Maryland Office: 410.721.7939  
2142 Priest Bridge Court, Suite 5 | Crofton, MD 21114  
Georgia Office: 912.224.2169  
128 Habersham Street | Savannah, GA 31401  
Kentucky Office: 502.414.1259  
2037 Midland Trail | Shelbyville, KY 40065  
www.wodagroup.com

DEVELOPMENT • CONSTRUCTION • MANAGEMENT

March 22, 2013

Mr. Jon Rose  
Community Development Director – City of Manistee  
70 Maple Street  
Manistee, MI 49660

RE: Manistee Place PUD

Dear Mr. Rose:

The purpose of this letter is to make a request of your office for a change in our approved PUD site plan for Manistee Place Apartments (fka, Chalet West).

Attached for point of reference, please find a copy of the approved site plan page S1 “A”, and also attached is a copy of the site plan with the proposed highlighted changes, “B”.

I wish to draw your attention to site plan “B”, namely, the highlighted placement of the basketball court, playground, and picnic area. The placement of these amenities as shown on the approved site plan “A” will require significant grading and the removal of some mature trees. The newly proposed area is relatively flat topographically, and will not require the removal of any mature trees. Also attached for your review, please find a letter from our project engineer. It echoes our concerns regarding the planned placement of the site amenities.

We respectfully request to change the planned location of the amenities as described above and depicted in site plan “B”.

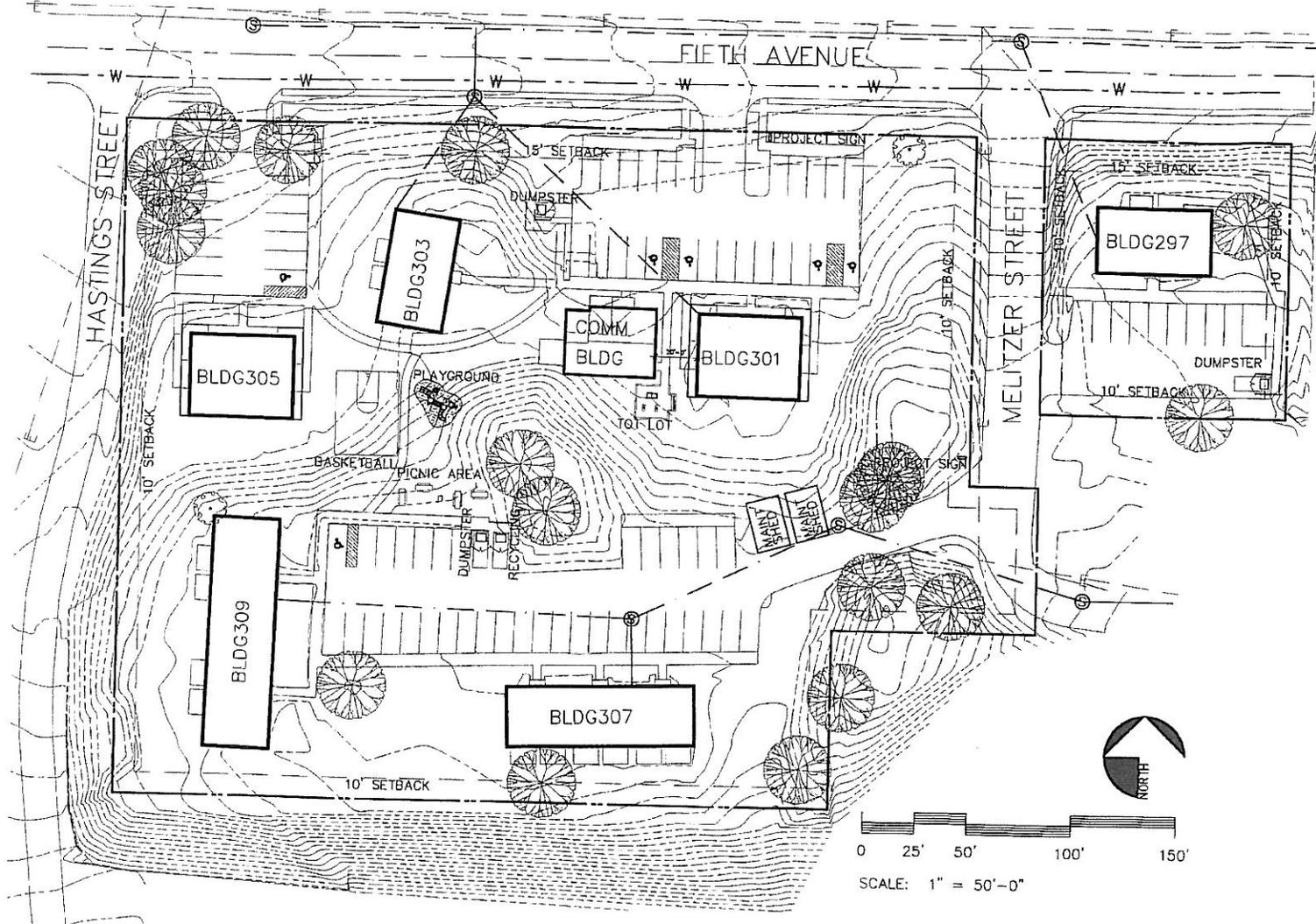
We are standing-by for any comments or questions you or your staff may have. Thank you for your continued support of Manistee Place Apartments.

Sincerely,

THE WODA GROUP, INC.

Barry A. Accountius, Vice President

Cc: Craig Patterson  
Michael Baker – Project Engineer

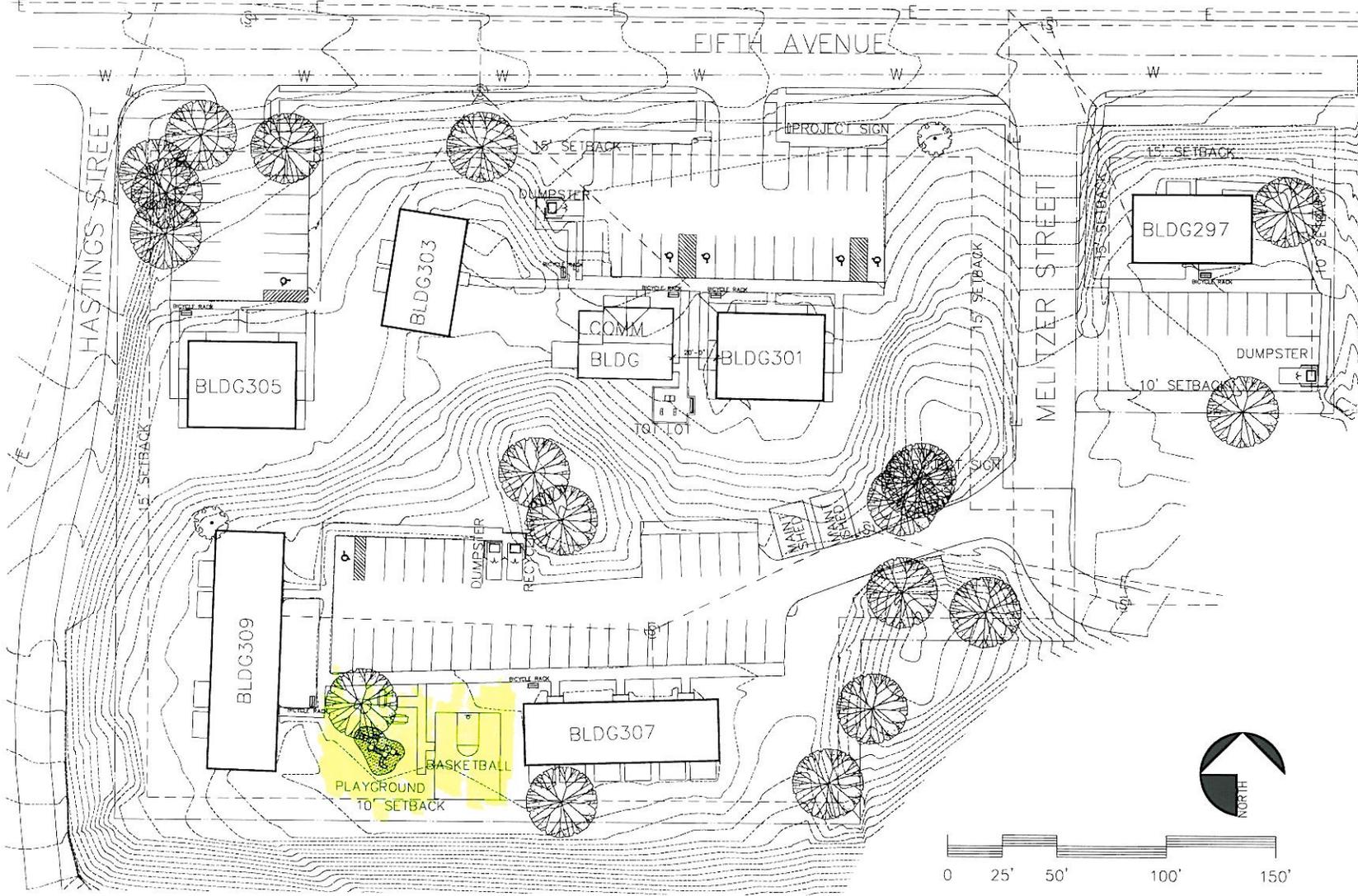


MANISTEE PLACE  
 MANISTEE, MICHIGAN

**SITE PLAN**

PROPERTY OF  
 DEVELOPER  
 280 FARMERS  
 WOODS HILL  
 49781  
 1-24-11  
 SHEET  
 S1  
 PO DESIGN GROUP, INC., 229 HUBER VILLAGE BLVD., SUITE 102, WESTERLYLE, OHIO 43081 PHONE: 614-396-3265, FAX: 614-396-3268

"A"



**SITE PLAN**  
**MANISTEE PLACE**  
 MANISTEE, MICHIGAN  
 PCI DESIGN GROUP 229 HUBER VILLAGE BLVD. SUITE 110, WESTERVILLE, OHIO 43081 614-396-3268

DRAWN BY  
 JWS  
 JOB NUMBER  
 PC000117C  
 SHEET  
 REVISED 3/20  
 SHEET  
**S1**  
**PCI**

"B"



March 20, 2013

Mr. Barry A. Accountius  
WODA Group  
229 Huber Village Blvd, Suite 100 Address  
Westerville, Ohio 43081

RE: Manistee Place (formerly Chalet West)  
City of Manistee, MI

Dear Mr. Accountius,

I received the site plans prepared by PCI Design Group, dated January 18, 2011, for the Manistee Place PUD located in the City of Manistee. My understanding is that this plan is the current city approved plan. Additionally, I received the ALTA survey prepared by Wilcox professional services dated February 7, 2011.

After review of both the site plan and topographical survey I note that a significant slope exists in the proposed location of the site amenities (specifically the basketball court, playground and picnic areas). As you know these site features generally require a flat ground surface for proper construction. Placement in the currently approved location will require significant re-grading of the entire area and likely the incorporation of retaining walls to maintain the current parking lot nearby.

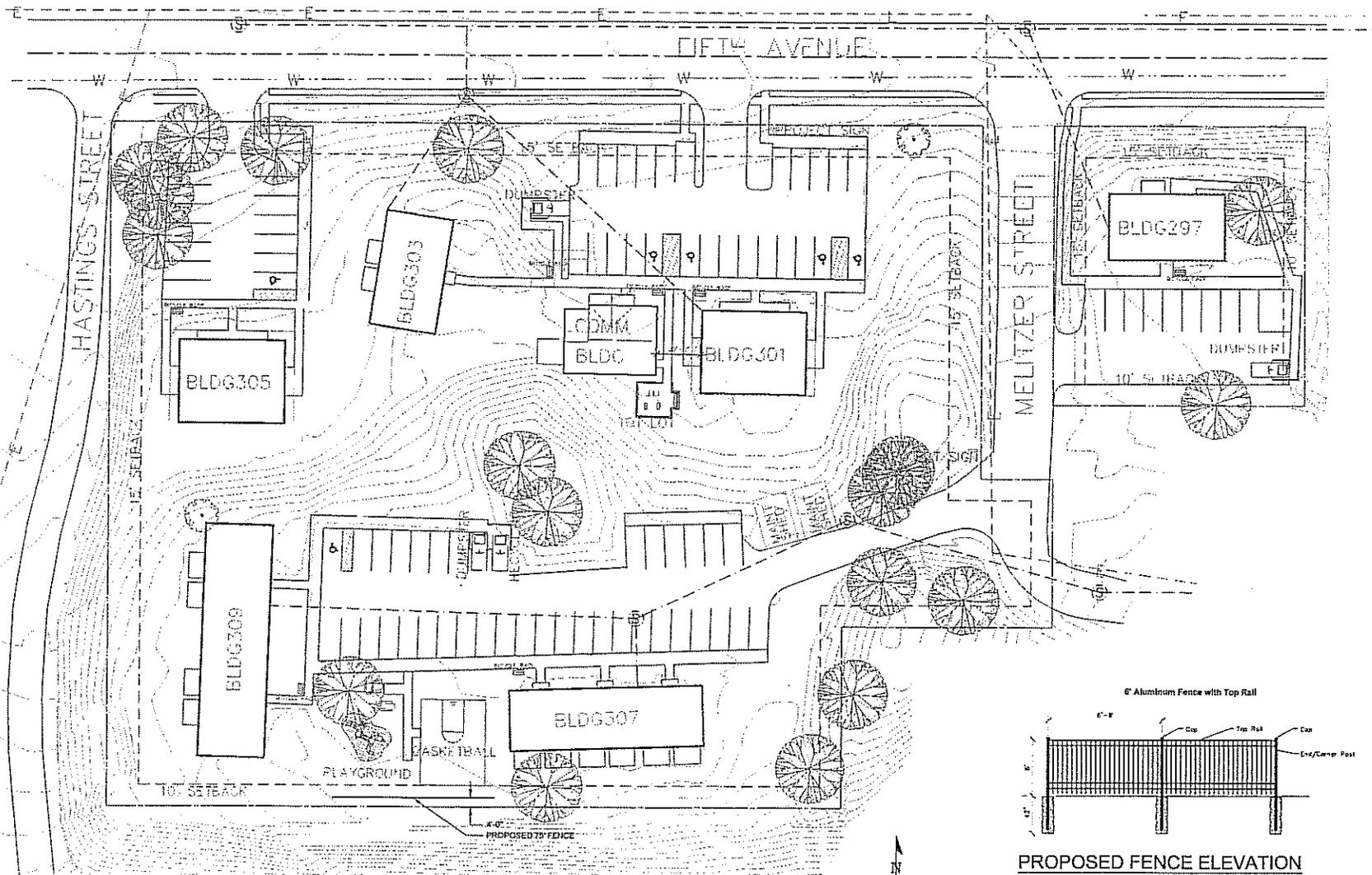
Alternatively there is an existing flat area much more suited to construction of these features located adjacent to the south parking lot and between buildings #307 and #309. My recommendation is to place the site amenities in this area instead.

If you have any questions I would be happy to discuss this in more detail, please do not hesitate to contact me.

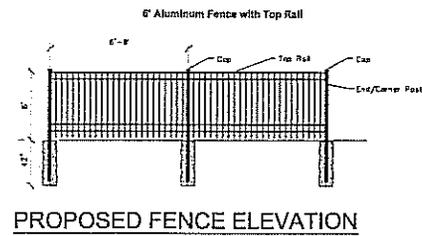
Best Regards,

Michael Baker, PE  
Hooker DeJong, Inc.

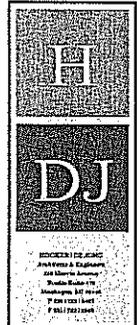




**SITE PLAN**



**PROPOSED FENCE ELEVATION**



**Manistee Place**  
 MANISTEE PLACE  
 The WODA Group, LLC

Project Number	J-0552
Revision	
DATE	
BY	
CHECKED	
DATE	
BY	
CHECKED	
DATE	
BY	
CHECKED	
DATE	

## Denise Blakeslee

---

**From:** Jon Rose  
**Sent:** Wednesday, March 27, 2013 5:18 PM  
**To:** Denise Blakeslee  
**Subject:** Re: Manistee Place - S1 with fence

There is nothing to prevent kids playing on that lawn today. And they could certainly roll down the hill. The question is, by putting a playground there, are they increasing the likelihood of kids playing there, and are they sufficiently addressing the increased potential of someone going over the bank.

Regards,  
Jon Rose

Community Development Director  
70 Maple Street  
Manistee, MI 49660

[jrose@manisteemi.gov](mailto:jrose@manisteemi.gov)  
[www.manisteemi.gov](http://www.manisteemi.gov)

On Mar 27, 2013, at 2:46 PM, "Denise Blakeslee" <[dblakeslee@manisteemi.gov](mailto:dblakeslee@manisteemi.gov)> wrote:

> Do you have any thoughts?  
>  
> Denise  
>  
> From: Mike Baker [<mailto:mikeb@hdjinc.com>]  
> Sent: Wednesday, March 27, 2013 4:26 PM  
> To: Denise Blakeslee  
> Cc: Accountius, Barry; 'Patterson, Craig'; Chad Grinwis  
> Subject: Manistee Place - S1 with fence  
>  
>  
> Hi Denise,  
>  
> Here is the site plan S1 for Manistee Place revised to show the additional fence near the basketball court and playground area as we discuss this morning.  
>  
>  
>  
> Please let me know if you have any difficulty printing the plan - (616) 881-1719.  
>  
>  
>  
> Thank you for your consideration.  
> Mike Baker, PE  
> Civil Engineer  
> [[cid:image001.jpg@01CE2B04.B69B2ED0](#)]