

## MANISTEE CITY PLANNING COMMISSION

70 Maple Street  
Manistee, MI 49660

### MEETING MINUTES

January 6, 2011

A Meeting of the Manistee City Planning Commission was held on Thursday, January 6, 2011 at 7:00 p.m. in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 7:00 p.m. by Vice Chair Fortier

#### ROLL CALL:

**Members Present:** Linda Albee, Maureen Barry, Dave Crockett, Bill Dean, Ray Fortier, Eric Gustad, Nathaniel Neider

**Members Absent:** Marlene McBride (excused), Roger Yoder (excused)

**Others:** Jon Rose (Community Development)

Recording Secretary Denise Blakeslee was absent due to illness, Jon Rose took the meeting minutes in her absence.

#### APPROVAL OF AGENDA:

MOTION by Linda Albee, seconded by Dave Crockett that the Agenda be approved as prepared.

With a roll call vote this motion passed 7 to 0.

Yes: Barry, Neider, Albee, Crockett, Gustad, Fortier, Dean

No: None

#### APPROVAL OF MINUTES:

Planning Commission Meeting of December 2, 2010

MOTION by Dave Crockett, seconded by Linda Albee that the minutes of the December 2, 2010 Planning Commission Meeting be approved.

With a roll call vote this motion passed 7 to 0.

Yes: Barry, Neider, Albee, Crockett, Gustad, Fortier, Dean

No: None

**PUBLIC HEARING:**

None

**NEW BUSINESS:**

**Sub-Committee Appointments**

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-Committee's of the Planning Commission. Chairman Yoder was absent. Appointments will be made at the February Meeting.

**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.

MOTION by Dave Crockett, seconded by Linda Able to amend section 3.9 of the Planning Commission By-Laws as follows:

- 3.9 Order of Business. A written agenda for all regular meetings shall be prepared as followed. The order of business shall be:
- Call to Order.
  - Roll Call
  - Approval of Agenda
  - Approval of Minutes
  - Public Hearings
  - Public Comment on Agenda related items*
  - New Business
  - Old Business
  - Public Comments and Communications
  - Correspondence
  - Staff Reports
  - Members discussion
  - Adjournment

A written agenda for special meeting shall be prepared and followed, however the form as enumerated above shall not be necessary.

With a roll call vote this motion passed 7 to 0.

Yes: Fortier, Albee, Neider, Dean, Crockett, Barry, Gustad  
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.”

The Master Plan for the City of Manistee was adopted on December 5, 2002. The Planning Commission Master Plan Review Committee has been working on updating the Plan.

MOTION by Maureen Barry, seconded by Linda Albee that the Master Plan Review Committee continue their work on rewriting the City of Manistee Master Plan.

With a roll call vote this motion passed 7 to 0.

Yes: Barry, Crockett, Gustad, Neider, Dean Fortier, Albee  
No: None

### **OLD BUSINESS:**

#### **Former Harbor Village Sales Office, 100 Marina Drive - Parcel Split**

A request was received at the September Planning Commission Meeting for a Parcel Split that would remove the former Harbor Village Sales Office, 100 Marina Drive from parcel 51-202-300-00. The Planning Commission postpone action until the January 6, 2011 meeting.

No additional information was received. This item will be under Old Business on the February Meeting.

#### **Medical Marihuana**

The Planning Commission suggested holding a Public Hearing as soon as possible and including the language from Jay Kilpatrick, Planner of Record that requires a caregiver to deliver Medical Marihuana to the Patient.

### **PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA:**

None

**CORRESPONDENCE:**

None

**STAFF/SUB-COMMITTEE REPORT:**

Eric Gustad and Maureen Barry reported to the Commission on the request from Manistee Place. A Public Hearing will be held at the February Planning Commission Meeting.

Jon Rose discussed Community Gardens with the Commission.

**MEMBERS DISCUSSION:**

None

The Planning Commission will hold a Worksession on Thursday, January 20, 2011. This worksession will be held at the Manistee High School Auditorium. The Commission will be hosting the Cedar Street Sewer Separation Neighborhood Meeting.

The next regular meeting of the Planning Commission will be on Thursday, February 3, 2011

**ADJOURNMENT:**

MOTION by Dave Crockett, seconded by Eric Gustad that the meeting be adjourned. Motion passed unanimously.

MEETING ADJOURNED AT 7:54 P.M.

MANISTEE PLANNING COMMISSION

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Jon R. Rose, Temporary Recording Secretary