

# MANISTEE CITY PLANNING COMMISSION

70 Maple Street  
P.O. Box 358  
Manistee, Michigan 49660

## MEETING MINUTES

DECEMBER 9, 1993

The regular meeting of the Manistee City Planning Commission was held on Thursday, December 4, 1993 at 7:00 P.M. in the City Council Chambers of City Hall, 70 Maple Street, Manistee, Michigan.

The meeting was called to order at 7:00 P.M. by Chairman, Roger Yoder.

**MEMBERS PRESENT:** R. Bauman, J. Carter, R. Franckowiak, D. Jones, J. Lakos, K. Thompson, R. Yoder

**MEMBERS ABSENT:** D. Johnson, A. Slawinski,

**OTHERS PRESENT:** Jon Rose (City Code Administrator), Dale Picardat (City Development Officer)

**PUBLIC HEARING:** None

### SITE PLAN REVIEWS:

HARBOR VILLAGE - LAKEVIEW III

Postponed at applicant's request.

**QUESTIONS & CONCERNS:** None

**CONSIDERATION OF MATTERS:** None

### MINUTES

It was moved by Lakos, supported by Carter, that the minutes of 11/04/93 be approved.  
MOTION CARRIED.

### PROPOSED AMENDMENTS TO COMMISSION RULES OF PROCEDURE

Discussion was held concerning a draft of a proposed amendment to the commission's rules of procedure concerning the review of proposed lot splits and combinations. Bauman questioned whether the provision for allowing a recommendation with or without public hearing would apply to just the Site Plan Review Committee or to the Commission as a whole. Following discussion it was decided to expand the provision so that both would be covered. There being no further discussion, it was moved by Bauman, supported by Lakos, that the following amendment to the commission's rules of procedure be adopted:

1. The title of Section 10 shall be amended to read as follows:

Section 10.0 Site Plan Review and Lot Split and Combination Review Policy:

2. Section 10.0 shall be amended to add subsection 10.2, as follows:

Section 10.2 Plans for Lot Splits and Combinations shall be reviewed, as required in Section 151.07(E) of the Manistee City Subdivision Ordinance, in the following manner:

Plans for the proposed lot split or combination shall be forwarded by the City Code Administrator to the Site Plan Review Committee at a meeting of the committee, for their review. The committee shall review the plan to see that each resulting parcel meets each and every requirement of the City of Manistee Zoning Ordinance for the land use district in which the parcels are located. After reviewing the plan the Committee is authorized to either:

**PROPOSED AMENDMENTS TO COMMISSION RULES OF PROCEDURE (continued)**

1. Submit recommendations on the plan to the Manistee City Council on behalf of the Planning Commission, or
2. Refer the plan to the full Planning Commission for review and recommendation.

As provided in Section 151.07(E) of the Manistee City Subdivision Ordinance, recommendations of the Site Plan Review Committee and/or of the Planning Commission can be made with or without a public hearing.

MOTION CARRIED UNANIMOUSLY

**MASTER PLAN AMENDMENTS:**

Tabled until meeting's work session.

**SIGN ORDINANCE**

Rose and Bauman reported that they met with the downtown merchant's association. The merchant's provided written comments and we provided a written response. We have also met with the Chamber Board, who are supportive. Discussion was held concerning the possibility of setting up a series of meetings which would be open to all merchants. Plans for setting these meetings will be at the next regular meeting. The comments and responses were reviewed and discussed by the Commission.

**HISTORIC OVERLAY DISTRICT ORDINANCE REWRITE:**

Brief report by Rose followed by discussion.

**CITY UPDATE**

Picardat, Rose & Yoder reported on the following:

1. City bus tour of Cadillac & Evert Industrial Parks;
2. North Riverbank Erosion;
3. Riverwalk West footings;
4. Industrial Park Storage Buildings;
5. Harbor Village Hotel Project;
6. South Riverbank Erosion;

**D.D.A.**

Brief report by Picardat. Discussion followed concerning the possible planning commission involvement in review of recent study.

**ZONING BOARD OF APPEALS**

No report.

**SITE PLAN REVIEW &  
HISTORICAL OVERLAY COMMITTEE**

Thompson gave a brief report.

**12th STREET EXTENSION**

No report. It was decided to remove this item from the agenda until some new activity starts.

**JOINT CITY REVIEW/ORDINANCE COMMITTEE**

No report.

**LAND INFORMATION SYSTEM (L.I.S.) PRESENTATION TO CITY COUNCIL**

Report by Jones and Rose. Rose indicated that in order to participate in a grant application through the Northwest Michigan Council of Governments, the city would have to have to pledge \$6,500. The resulting product would be approximately \$10,000 in hardware and another \$30-40,000 in software.

**LAND INFORMATION SYSTEM (L.I.S.) - continued**

In light of the fact of the amount of hardware and software that would be received under the program, the aid it would provide to the residents seeking information and the aid it would provide city staff in providing information, publishing hearings, plus many other benefits, it was moved by Thompson, supported by Jones, that we recommend to the City Council that the City participate in the L.I.S. program. MOTION CARRIED.

**ELECTION OF OFFICERS**

Moved by Thompson, supported by Franckowiak, to nominate Ron Bauman as Secretary. No other nominations were received and a ballot was cast with Bauman voting no, electing Ron Bauman as Secretary for 1994.

Moved by Jones, supported by Bauman, to nominate Kendra Thompson as Vice Chairperson. No other nominations were received and an unanimous ballot was cast, electing Kendra Thompson as Vice Chairperson for 1994.

Moved by Thompson, supported by Franckowiak, to nominate Roger Yoder as Chairman. No other nominations were received and an unanimous ballot was cast, electing Roger Yoder as Chairman for 1994.

**MEETING SCHEDULE FOR 1994**

A list of proposed meeting dates for 1994 was reviewed. Following discussion it was decided to schedule all regular meetings for 1994 for the first Thursday of the month, as per commission by-laws.

**ZONING AMENDMENTS CONCERNING MOBILE HOMES**

Zoning language has been proposed concerning the restricting the locating of mobile homes in certain residential districts, due to problems which have occurred in recent months. Copies of Cadillac's zoning language, along with language from the Bifoss, were distributed for study and discussion. Language also is being sought from other municipalities on the question. It was also questioned whether an amendment should apply only to mobile homes, but be written to include structures such as log homes, pole barns and so forth. Further study and discussion will be held at the next regular meeting in January.

**MEETING LENGTH**

Discussion was held concerning the possibility of limiting the length of meetings. No formal action was taken, but it was the consensus of the commission that the meetings be limited to about two (2) hours.

**WORK SESSION - MASTER PLAN**

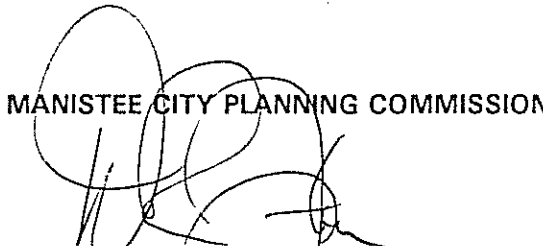
Due to the hour, the work session was tabled until the January meeting.

**ADJOURNMENT**

There being no further business, it was moved by Franckowiak supported by Lakos, that the meeting be adjourned. MOTION CARRIED.

The meeting adjourned at 9:25 p.m.

MANISTEE CITY PLANNING COMMISSION



Denis R. Johnson, Secretary

(As condensed from a taped recording of the meeting)