

MANISTEE CITY PLANNING COMMISSION

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

MEETING MINUTES

JANUARY 6, 1994

The regular meeting of the Manistee City Planning Commission was held on January 6, 1994 at 7:00 PM in the City Council Chambers at City Hall, 70 Maple Street, Manistee, Michigan.

The meeting was called to order at 7:00 PM by Vice-Chairperson, Kendra Thompson.

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

MEMBERS ABSENT: A. Slawinski, R. Yoder

OTHERS PRESENT: J. Rose (City Code Administrator), Ben Bifoss (City Manager), Dale Picardat (Community Development), Bruce Gockerman, Mary Paine, Jenny Pelton, Anthony Cicchelli, Dan Korzeniewski

PUBLIC HEARING:

There was no public hearing on the meeting agenda.

SITE PLAN REVIEWS:

Parks Commission - Imagination Station

Members of the Parks Commission and their Imagination Station committee presented the site plan. The discussion was led by Anthony Cicchelli with support from Mary Paine, Jenny Pelton and Dan Korzeniewski.

The Parks Commission committee completed an extensive survey of sixteen sites in all sections of the City before reducing their list of candidate sites to four. Evaluation criteria included parking, existing bathrooms, utility pole interference, tree removal requirements, water availability, power supply, site preparation costs and lake view. Also discussed during the site plan review was available space, user accessibility and proximity to other recreational facilities.

The short list of four sites has been reduced by the Parks Commission to one preferred location and one alternate site. The only reason for an alternate site is to comply with a suggestion made by the consulting architect. The Parks Commission has a strong preference for the primary site. A lengthy discussion was held on the final selection process which was used and on the merits of each recommended site.

The objective of the Parks Commission during the site plan review was to obtain Planning Commission concurrence with their preferred site identified as "First Street - Cherry Road", with an alternate site identified as "Man Made Lake". It was noted that Man Made Lake is not a viable site at this time since the City does not own the property. Effort is underway to obtain some land near Man Made Lake for park purposes, however success and timing cannot be assured. For that reason, and because First Street - Cherry Road is the preferred site, project work and fund raising will proceed based on locating the imagination station at First Street. The project is scheduled for completion by spring of 1995.

It was moved by J. Lakos, supported by J. Clark to "Approve the concept of constructing an imagination station at First Street - Cherry Road with Man Made Lake as an alternate site". The motion carried with all members voting yes except K. Thompson.

City Marina Building

Dale Picardat presented the site plan for the new marina building. After discussion it was moved by D. Johnson, supported by D. Jones to "Approve the site plan as shown on the January 6, 1994 Site Plan Review document, titled City of Manistee - Marina - New Public Rest Rooms & Bath House, contingent on approval of a setback variance by the Appeals Board". The motion was unanimously approved.

Wastewater Treatment Plant - Storage and Shop Building

Dale Picardat presented the site plan for the new storage building at the Wastewater Treatment Plant. After discussion it was moved by D. Johnson, supported by R. Franckowiak to "Approve the site plan as shown on the January 6, 1994 Site Plan Review document, titled City of Manistee Wastewater Treatment Plant - New Storage and Shop Building". The motion was unanimously approved.

CITIZEN QUESTIONS AND CONCERNS:

There were no questions or concerns expressed by the public.

MINUTES:

It was moved by J. Lakos, supported by J. Clark, that the minutes of the December 9, 1993 meeting be approved. The motion carried.

UNFINISHED BUSINESS:

Jon Rose advised that a meeting has been scheduled for the week of January 10 with the Downtown Merchants Association to continue discussions on the draft Sign Ordinance.

CITY UPDATE:

Dale Picardat reported that bid requests for the north river bank erosion control work will be issued soon with construction scheduled to start in the spring. River bank work will extend from the gazebo to the bridge.

D.D.A. REPORT:

Dale Picardat reported that the DDA was briefed on the new City Marina building and was asked for financial support.

ZONING BOARD OF APPEALS REPORT:

There was no Board meeting during the past month.

SITE PLAN REVIEW/HISTORIC OVERLAY COMMITTEE REPORT:

Kendra Thompson reported that the Historic Overlay Committee performed the following actions during the past month:

- a) Reviewed the City Marina building design and provided comments to the City.
- b) Reviewed and approved a temporary sign design for the Larson Insurance Company building.

A discussion was held on the recent Old Fashioned Bar fire and possible future actions which could be taken to save the historic building. At this time it is not known if the building owner plans to rebuild.

ORDINANCE COMMITTEE REPORT:

There was no Committee meeting during the past month.

NEW BUSINESS:

City Attorney

Mr. Bruce Gockerman of Gockerman Wilson Saylor & Hesslin was in attendance to meet Commission members and to pledge support to the Commission as needed. His firm has been retained by the City to provide legal services.

Planning Commission Committees

Chairman R. Yoder made the following Committee appointments for 1994. Each committee shall select a chairperson.

Sign Ordinance - Bauman, Franckowiak, Jones
Master Plan Update - Bauman, Thompson, Yoder
12th Street Development - Bauman, Lakos, Slawinski, Yoder
Site Plan/Hist Overlay - Bauman, Carter, Lakos, Thompson
Goals - Franckowiak, Slawinski, Yoder
Zoning Board of Appeals - Johnson
DDA Liaison - Jones
County Plat Review - Rose

High Risk Erosion Areas

Jon Rose advised that the Michigan DNR is in the process of increasing set back requirements for high risk erosion areas. This will require a future change to the Zoning Ordinance.

WORK SESSION:

A work session was held to review the current City of Manistee Master Plan to determine update requirements, and to discuss general procedures to perform the work. The following initial assignments were made:

a) D. Johnson and J. Rose will locate (or assemble) one master copy of the current revision of the Plan for use by the Update Committee. Additional copies will be compiled for Planning Commission members using available documents. It was discovered during the work session that all copies of the Plan possessed by Commission members were different.

b) J. Rose will obtain copies of all Plans, objectives and goals currently being used within City government for reference use by the Commission.

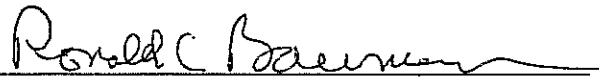
When the above materials are available the Committee will meet to develop a detailed work plan to accomplish the update. Ron Bauman was appointed as Committee chairman.

ADJOURNMENT:

There being no further business, it was moved by R. Franckowiak, supported by D. Johnson, that the meeting be adjourned. The motion carried.

The meeting adjourned at 9:00 PM.

MANISTEE CITY PLANNING COMMISSION



Ronald C. Bauman, Secretary