

MANISTEE CITY PLANNING COMMISSION  
70 MAPLE STREET  
MANISTEE, MI 49660

MEETING MINUTES

JANUARY 3, 2002

A meeting of the Manistee City Planning Commission was held on Thursday, January 3, 2002 at 7:00 p.m. in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

**MEMBERS PRESENT:** Greg Ferguson, Ray Fortier, Joyce Jeruzal, David Kelley, Phil Picardat, John Serocki, and Roger Yoder

**MEMBER LATE:** Bob Davis

**MEMBERS ABSENT:** Tony Slawinski

**OTHERS :** Jeff Mikula (Abonmarche), Denis Johnson (Johnson & Newhof Associates, Inc.), Tad Bosch (Johnson & Newhof Associates, Inc.), Doug Maas (Maas Development L.L.C.), By Lyon (500 Third Street), Bill Chapman (315 Lighthouse Way South), Sally & Alton Bates (Melvindale, Michigan) Everett Palmquist (1019 Sweetnam Drive), Jon Rose (Community Development) and Denise Mikula (City Staff)

Meeting was open at 7:02 p.m. by Chairman Roger Yoder

**PUBLIC HEARING:**

Denis Johnson, Johnson & Newhof Associates is the architect for Maas Development LLC. Mr. Johnson gave an informative presentation on the background for the proposed retirement village. All of the buildings in the proposed project are one story that will be finished with brick and vinyl siding. The purchase of Lot 9 would allow for more greenspace within the proposed project. This is not a nursing home this is a facility for seniors to live in that provides additional services as the residents age.

By Lyon, spoke about the Prime Time Group who have been working for the past 4 - 5 years to bring this type of facility to Manistee. The group has visited two facilities that have been developed by Maas Development and are pleased with the project. The group feels that this facility would be an asset to the community. Mr. Lyon spoke of the meeting they have had with the neighbors and felt that they had answered most of the questions and concerns raised by the adjoining property owners.

Joyce Jeruzal asked of the property values would go down because of the proposed development? Mr. Johnson said they would probably go up because the property would be developed instead of being vacant.

Sally Bates owns property in Sweetnams Subdivision and plans to build next year. Ms. Bates asked if this would be a gated community? Mr. Johnson said that this is a non-gated community. The building that would house any Alzheimer or dementia residents would have alarms and locks so the resident could not wander off. This facility has 24 hour staffing and also would have a locked courtyard for the residents to use.

Mr. Johnson said that this development would provide a nice buffer between the apartment complex on the corner of Cherry and Twelfth and the single family homes west of the development.

Bill Chapman stressed that these units would be for everyone as they get older.

Everett Palmquist, 1019 Sweetnam Drive asked what type of evacuation plan was in place in the event of a catastrophe? Mr. Rose said that the County has plans in place in the event of an emergency. Mr. Palmquist should contact the county for that information.

Bob Davis asked who would be in charge of the retirement village. Doug Maas said that the village would be operated by Retirement Living Management a subsidiary of Maas Development. They have been operating for over 30 years and have locations all over the state. They will hire an administrator and also local employees to work at the facility. Mr. Davis asked about transportation for residents. Mr. Johnson said one reason for the location was that it is serviced by Dial-A-Ride, Manistee County Transportation. Mr. Davis asked about security within the specialized care facility. Mr. Johnson said that it has been designed to insure the security of the resident. They will have alarms on all outside doors, the outdoor area is gated and locked. Staff will have the codes needed to move residents throughout the facility. They would not want a resident to wander off.

Jon Rose asked Denis Johnson to explain the amount of parking at the facility. Mr. Johnson said that most of their residents will not drive but the parking spaces provided are bigger to accommodate an older driver who may have difficulty parking into the smaller spaces. They take the peak traffic time for the facility, usually holidays when family and friends are visiting, and provide enough parking to accommodate the parking needs at that time. They want to maintain as much greenspace as possible within the development. Jon Rose asked if there were the possibility of moving the drive onto lot 9? Mr. Johnson said that they may need to if the engineers feel that would be more appropriate.

#### Maas Development L.L.C. - Zoning Amendment.

Maas Development has purchased Lot 9 of Lakeview Subdivision and is requesting a change in zoning from R-1 Residential to R-2 Residential. This lot is adjacent to Lots 8, 10, 11, 16, 17, 18, 19, 24, 25, 26, 27, 28, & 29 of Lakeview Subdivision that was re-zoned to R-2 last year.

Chairman Yoder asked if there were any questions regarding this request. There were no questions asked.

There being no further discussion the public hearing closed at 7:28 p.m.

Maas Development L.L.C. - Special Use Permit.

Maas Development would like to develop a Planned Unit Development - Retirement Village on a portion of Lakeview Subdivision. This Retirement Village would consist of one (1) 20 unit single story independent building, two (2) 20 unit single story supportive care buildings, one (1) 20 unit single story specialized care building. This is similar to the request from Life Care Choices that was approved last year.

Chairman Yoder asked if there were any questions regarding this request. There were none.

There being no further discussion the public hearing closed at 7:29 p.m.

Maas Development L.L.C. - Street Vacation Fairway Lane and Golf Court.

Maas Development L.L.C. has submitted a request to vacate Fairway Lane and Golf Court. The site plan for the proposed Retirement Village requires the vacation of Fairway Lane and Golf Court.

Chairman Yoder read a letter has been received from the owner's of Lot 20, Mr. & Mrs. Shawn Barthlow. Mr. & Mrs. Barthlow have written a letter to the Planning Commission regarding the proposed Street Vacation (attached). When a request to vacate a street or alley is approved the street/alley is divided down the center and ½ is then combined with each adjoining property. Mr. & Mrs. Barthlow would receive the 33 feet of Fairway Lane that is adjacent to their property if the street were to be vacated.

Chairman Yoder also read a letter from William Krasen, 1026 Pearce Road (attached).

Members of the Planning Commission discussed the design of the cul-de-sac. It was determined that the cul-de-sac at the end of Sunset Lane would need to meet the specifications of the City Engineer and meet the needs of the Fire Department in the event of an emergency.

Greg Ferguson asked how they would proceed with the development. Mr. Johnson said that they would proceed in 4 phases. The first phase would be to develop the independent care building, then develop either the supportive care building or specialized care building depending on the needs of the current residents. The project may take up to 4 or 5 years to complete depending on the needs of the residents.

Al Bates asked what would happen if they did not fill the facility. Doug Maas said that they have never not filled a facility.

There being no further discussion the public hearing closed at 7:58 p.m.

**CITIZEN QUESTIONS AND CONCERNS:**

None

## APPROVAL OF MINUTES:

### Planning Commission Meeting Minutes, December 6, 2001

MOTION by Ray Fortier, seconded by Joyce Jeruzal that the minutes of the December 6, 2001 Planning Commission Meeting be approved. Motion approved unanimously.

## UNFINISHED BUSINESS:

Review of By-Laws was tabled at the December meeting. This is a housekeeping item and has been moved after the Maas Development Requests on the agenda.

## NEW BUSINESS:

### Maas Development L.L.C. - Zoning Amendment.

A public hearing was held earlier in response to a request from Maas Development L.L.C. Maas Development also purchased Lot #9 which is currently zoned R-1. This purchase has resulted in the request for a Zoning Amendment to change the zoning for Lot #9 from R-1 Residential to the same R-2 Residential zoning as the rest of their property.

MOTION by Ray Fortier, seconded by Joyce Jeruzal that the request for a Zoning Amendment to change Lot #9 of Lakeview Subdivision parcel #51-51-363-701-37 from R-1 Residential to R-2 Residential be approved and forwarded to City Council. Motion approved unanimously.

### Maas Development L.L.C. - Special Use Permit.

Maas Development would like to develop a Planned Unit Development - Retirement Village on a portion of Lakeview Subdivision. This Retirement Village would consist of one (1) 20 unit single story independent building, two (2) 20 unit single story supportive care buildings, one (1) 20 unit single story specialized care building. Staff review of the site plan shows no issues.

MOTION by Ray Fortier, seconded by Joyce Jeruzal that the request for a Special Use Permit to allow a Planned Unit Development - Retirement Village as shown on the site plan prepared by Johnson Newhof Associates, Inc. #0113 dated 12/6/01 on parcel #51-51-363-701-37 & 51-51-363-701-38 located in the Lakeview Subdivision be approved with the following condition:

1. Subject to engineering approval.

Motion passed unanimously.

Maas Development L.L.C. - Street Vacation Fairway Lane and Golf Court.

Maas Development L.L.C. has submitted a request to vacate Fairway Lane and Golf Court. This street vacation request is required if Maas Development proceeds with the retirement village as proposed.

MOTION by Ray Fortier, seconded by Joyce Jeruzal that the request from Maas Development L.L.C. to vacate Fairway Lane and Golf Court be recommended and forwarded to City council for approval. Motion approved unanimously.

Review of Planning Commission By-Laws

Due to the length of the December Meeting of the Planning Commission the annual review of the Planning Commission By-Laws was tabled.

After discussion the planning commission recommended the following changes to the By-Laws.

Add Section 7.4 Speaking at Meetings

MOTION by Greg Ferguson, seconded by Bob Davis to ADD Section 7.4 Speaking at Meetings of the City of Manistee Planning Commission By-Laws. To read as follows:

Section 7.4 Speaking at Meetings. Unless waived by the Commission for a specific meeting, any public comment shall be limited to five (5) minutes per speaker, one time only. If a group of people wish to be heard on one subject, a spokesperson may be appointed who may request that the Chairman approve more than the normal five (5) minutes. If necessary, a maximum of five (5) minutes will be allowed for the group to caucus to choose their spokesperson and develop their comments.

Motion passed unanimously.

Amend Section 3.2 Attendance

MOTION by Ray Fortier, seconded by Phil Picardat that Section 3.2 Attendance of the City of Manistee Planning Commission By-Laws be amended to read as follows:

3.2 Attendance: If any member of the Planning Commission has unapproved absences from three consecutive regularly scheduled meetings, then that member shall be considered delinquent. Delinquency shall be grounds for the City council to remove any member from the Planning Commission for nonperformance of duty or misconduct of office, or both.

Motion passed unanimously.

Amend Section 6.2 of the City of Manistee Planning Commission By-Laws

MOTION by Joyce Jeruzal, seconded by John Serocki to amend section 6.2 of the City of Manistee Planning Commission By-Laws to read as follows:

6.2 The payment of registration fees and/or the reimbursement of expenses to represent the City at planning related meetings, seminars and workshops must be approved by the Planning Commission, provided budgeted funds are available and if those members bill the Commission for the same.

Motion passed unanimously.

Amend Section 10.1 Medium Site Plans

Motion by Joyce Jeruzal, seconded by David Kelley to amend Section 10.01 Medium Site Plans of the City of Manistee Planning Commission By-Laws as follows:

Medium Site Plans: Subject to review by the zoning administration, with his option to refer the plan tot he planning commission or site plan review committee.

Motion passed unanimously.

Jon Rose asked to add an item to the agenda.

Grove Street Lots

Jon Rose gave background information on the MSHDA grant for the Northside. The City has received a grant from MSHDA for improvements to a section of the Northside. Included in the funding is the under grounding of utilities for three blocks along Washington Street. Estimates for the work came in at three times the amount asked for in the grant. MSHDA would consider the additional funds needed for this work if the City would consider adding three building sites to the project. The Planning Commission previously approved three lots on Grove Street for this project. Mr. Rose asked the Planning Commission if they would consider adding the three remaining lots to the project.

MOTION by Greg Ferguson, seconded by Bob Davis that the Planning Commission recommend to City Council to add three additional lots on Grove Street to the MSHDA home project on the Northside. Motion passed unanimously.

Committee Appointments.

MOTION by Bob Davis, seconded by Greg Ferguson to table the Committee Appointments until the February meeting due to the time. Motion passed unanimously.

OTHER COMMUNICATIONS:


Reminder that the Worksession is scheduled for January 17<sup>th</sup> and the Training Workshop will be on January 29<sup>th</sup>.

ADJOURNMENT:

MOTION by John Serocki, seconded by Phil Picardat that the meeting be adjourned. Motion passed unanimously.

Meeting adjourned at 9:25 p.m.

MANISTEE PLANNING COMMISSION

  
Denise J. Mikula, Recording Secretary

**TO:** Jon R. Rose & the Manistee Planning Commission  
**FROM:** Mr. & Mrs. Shawn Barthlow  
**SUBJECT:** Lakeview Village Subdivision  
**DATE:** December 2, 2001

This letter is being written to express our concerns about the proposed senior retirement community that will be positioned on some of the current lots located within the Lakeview Village Subdivision. First and foremost, we purchased lot #20 not only for an investment, but also for a future cottage/home. One of our concerns is the loss in property value due to the proposed development. In fact, between the first proposed development and the one with Johnson Newhof Associates, INC., we have seen a decrease of almost 50% in our property value. Secondly, we are concerned not only about the appearance of the development but also what type of outdoor lighting will be used, additional noise the complex will omit and an increase in security issues. Third, we want to make sure this proposed complex would not affect our utility, water and sewer hookups. Fourth, we want to know how and where the storm water runoff will be handled. Lastly, we would like additional information on what the proposed sanitary sewer (on the site map located by the fire lane) is going to consist of.

If the planning commission accepts the proposal, we would like to see the following items implemented to help maintain the value of our land and the aesthetics of the surrounding area.

1. An earth berm that stretches the entire length of the back portion of our property that borders the retirement village and one third of the side that faces the proposed fire line/cul-de-sac.
  - a. The minimum height of the earth berm should be at least 3 feet high with pines landscaped at the top.
  - b. The maintenance of this berm (weeding, grass, mulch, etc.) would be done by the retirement community or whomever will be maintaining the grounds.
  - c. As owners of lot #20, we do not feel that any type of fencing (wire, brick, etc.) should be permitted. Fencing of any nature disrupts the beauty of the surrounding environment.
2. If the current Fairway Lane is used for the proposed fire line / cul-de-sac, it is required that one half of this road be added to our property. (Approximately 33ft by 215ft).
3. We would also like to see Sunset Lane paved and/or improvements made to the road if item two above becomes a fire line / cul-de-sac.
4. In the original plans we had drawn up for our property, we had the driveway coming off the current Fairway Lane. If this road no longer exists, will we still have the option of having the driveway off this side of our property?

Please keep us informed as additional information becomes available.

Thank You,

Shawn & Jenifer Barthlow