

MANISTEE CITY PLANNING COMMISSION
70 Maple Street
Manistee, MI 49660

MEETING MINUTES

JANUARY 2, 2003

A meeting of the Manistee City Planning Commission was held on Thursday, January 2, 2003 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, John Serocki and Roger Yoder

MEMBERS ABSENT: Bob Davis, Phil Picardat, and Tony Slawinski

OTHERS: Alan Marshall (City Council), Ken Grabowski (News Advocate), Tom Geoghan (286 Dunes Drive), Jon R. Rose (Community Development), and Denise Blakeslee (City Staff)

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

PUBLIC HEARING:

Manistee Masonic Temple Association, 342 Fifth Street - Special Use Permit

The Masonic Temple Association purchased the old church located on the corner of Fifth and Walnut Street with the intention of using the building for their organization. The previous owners had used the building as a residence which was a change of use from religious/assembly to residential. Now the Masonic Temple Association want to revert back to the religious/assembly use which is permitted as a Special Use in the R-4 Residential District.

Jon Rose noted if the Planning Commission were to issue a Special Use Permit for the Masonic Temple Association they will be required to apply for a variance from the Zoning Board of Appeals because they do not meet the parking requirements of the Zoning Ordinance.

There was no representative from the Masonic Temple in attendance and no concerns by the public in attendance regarding this request.

There being no discussion the Public Hearing closed at 7:04 p.m.

CITIZEN QUESTIONS AND CONCERNS:

No questions or concerns were asked by the public in attendance.

APPROVAL OF MINUTES:

Planning Commission Meeting Minutes, December 5, 2002

MOTION by John Serocki, seconded by Joyce Jeruzal that the minutes of the Meeting of the Planning Commission held on December 5, 2002 be approved. Motion approved unanimously.

NEW BUSINESS:

Manistee Masonic Temple Association - Special Use Permit

A public hearing was held earlier in response to a request for the Manistee Masonic Temple Association for a Special Use Permit to allow religious/assembly at 342 Fifth Street.

Members of the Planning Commission discussed how the parking requirements would be determined. Without any representative from the Masonic Temple to answer questions the Planning Commission discussed tabling this item until the February Meeting. Jon Rose will contact the City Attorney to see if another Public Hearing would be required. Correspondence will be mailed to the Masonic Temple requesting attendance at the February Meeting and in the event that another Public Hearing would be necessary they would be billed to cover the expense.

MOTION by Ray Fortier, seconded by John Serocki that the request from the Manistee Masonic Temple Association for a Special Use Permit to allow a religious/assembly at 342 Fifth Street be tabled until the February 6, 2003 Planning Commission Meeting and that correspondence be sent requesting a representative be in attendance. Motion passed unanimously.

Committee Appointments

As Chairman of the City of Manistee Planning Commission Roger Yoder appointed Planning Commission Members to serve on various Committees. Two new committees have been created as follows:

Master Plan Review Committee: Members of this committee will be responsible to keep current with new trends/changes that are going on in the community that could impact the Master Plan. An example would be the "Hotel Chippewa Fire". The vacant property created by this fire would not necessary require a change in the plan, but should be noted for review during the annual review that will be done during the first meeting in January. This Committee will meet as they feel it is necessary.

Ordinance Re-Write Committee: Members of this committee will assist in reviewing the Zoning Ordinance for areas that need to be changed and/or updated. They will also consider changes to the ordinance i.e. tattoo parlors, view corridors, non-conforming uses (set-backs). The committee will also review copies of the variance requests that the Zoning Board of Appeals has voted on over the past several years for needed changes to the ordinance.

Chairman Yoder appointed members to the following committees for 2003:

Bike Trails Greg Ferguson, Phil Picardat
Historic Overlay Review/Site Plan Review Committee Dave Kelley, Joyce Jeruzal, Roger Yoder
Alternates Bob Davis, John Serocki
Joint Ordinance Review Committee Ray Fortier, Joyce Jeruzal, Roger Yoder
Master Plan Review Committee Greg Ferguson, John Serocki, Tony Slawinski
Ordinance Re-write Committee Greg Ferguson, Ray Fortier, Joyce Jeruzal, Roger Yoder
Zoning Board of Appeals Ray Fortier

By-Law Update

In January the Planning Commission reviews their By-Laws and Rules of Procedures. Staff suggested the following changes to the By-Laws:

1. Section 10.1 Medium Site Plans: *change language as follows to be gender neutral:*

Subject to review by the zoning administrator, with the option to refer the plan to the planning commission or site plan review committee.
2. Section 4.2 Ad Hoc Committees: 2nd paragraph Committee Appointments. Would like to include Master Plan Review Committee in the list of committees. This will enforce the importance of the committee. The Ordinance Re-Write Committee will only need to be in place during the Zoning Ordinance Update. Hopes are that the re-write will be concluded in a years time and would not need to be placed on the list.

MOTION by David Kelley, seconded by Ray Fortier that Master Plan Review Committee be added to the list of Committee Appointments in paragraph 2 Section 4.2 Ad Hoc Committees and Section 10.1 Medium Site Plans: change language as follows to be gender neutral as follows: Subject to review by the zoning administrator, with the option to refer the plan to the planning commission or site plan review committee. . Motion passed unanimously.

UNFINISHED BUSINESS:

None

OTHER COMMUNICATIONS:

Members were reminded that the next session of the Citizen Planner will be on Wednesday, January 8th.

Chairman Yoder asked Mr. Rose to clarify the role of the Planning Commission and the sale or purchase of property by the City. Mr. Rose explained the duties of the Planning Commission and City Council.

Alan Marshall asked if the Special Use Permit application could include a statement requesting the applicant be in attendance at the meeting?

WORK/STUDY SESSION:

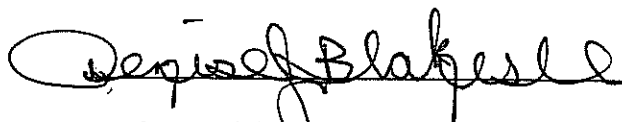
Next Worksession will be on January 16th.

ADJOURNMENT:

MOTION by Ray Fortier, seconded by John Serocki that the meeting be adjourned. Motion passed unanimously.

Meeting adjourned at 8:09 p.m.

MANISTEE PLANNING COMMISSION

A handwritten signature in black ink, reading "Denise J. Blakeslee". The signature is written in a cursive style with a large initial "D".

Denise J. Blakeslee, Recording Secretary