

MANISTEE CITY PLANNING COMMISSION
550 Maple Street
Manistee, MI 49660

MEETING MINUTES
August 5, 2004

A meeting of the Manistee City Planning Commission was held on Thursday, August 5, 2004 at 7:00 p.m. in the Manistee Middle School Library, 550 Maple Street, Manistee, Michigan.

MEMBERS PRESENT: Tamara Buswinka, Greg Ferguson, Ray Fortier, Christa Johnson-Ross, Tony Slawinski and Roger Yoder

MEMBERS ABSENT: Bob Davis, Cyndy Fuller and Mark Wittlief

OTHERS: Alan Marshall (City Council), Jon Rose (Community Development), and Denise Blakeslee (Administrative Assistant) and others

Meeting was open at 7: 00p.m. by Chairman Yoder.

PUBLIC HEARING:

None

APPROVAL OF MINUTES:

Planning Commission Meeting of July 1, 2004

MOTION by Ray Fortier, seconded by Tony Slawinski that the minutes of the July 1, 2004 Planning Commission Meeting be approved.

MOTION APPROVED UNANIMOUSLY.

NEW BUSINESS:

Anderson/Smith - Parcel Split & Combination Request

Andrew Anderson lives at 1401 Vine Street. Mr. Anderson wants to construct a garage which requires him to acquire 41 feet of property from Mr. Eugene Smith, 1405 Vine Street. Review of the project shows that the transfer of property will allow Mr. Anderson to construct the garage and still comply with the requirements of the Zoning Ordinance.

Jon Rose explained the application to the Planning Commission. Greg Ferguson asked if the Planning Commission was approving the site plan included in the application. It was clarified that even though the applicant included a site plan for the garage with their documentation that the Planning Commission

was only acting on the request for a parcel split and combination. Residential Site Plans are approved by the Building Inspector with the Application for a Building Permit.

MOTION by Ray Fortier, seconded by Tony Slawinski that the request from Andrew Anderson and Eugene Smith to split the north 41 feet of Mr. Smith's Parcel #51-51-764-708-12 and combine it with Mr. Anderson's parcel #51-51-764-708-15 be approved.

MOTION APPROVED UNANIMOUSLY.

Chairman Yoder welcomed Tamara Buswinka as the newest member of the Planning Commission.

UNFINISHED BUSINESS:

None

OTHER COMMUNICATIONS:

Cyndy Fuller, Christa Johnson-Ross and Tony Slawinski have signed up for the MSU Citizen Planner Program. The training will be held on Thursday evenings and will conflict with the October 7th meeting and September 16th and October 21st Worksessions. Other members of the Planning Commission were reminded of the importance of their attendance at these meetings to insure that a quorum is present.

Jon Rose gave the members an update on the renovations at City Hall (updates with photos are posted on the City web page), the resurfacing of Memorial Drive, MDOT Bridge repairs on the U.S. 31 Bridge, the Corps of Engineering dredging of the Channel, and the work scheduled for next year on U.S. 31 between Second Street and M - 55.

Discussion continued with Roger Yoder asking about the Bicycle tour that came through Manistee (Ms. Johnson-Ross, Chair of the Non-Motorized Transportation Committee will give a report at the next meeting), Sale of MSHDA House (Grove Street), Signage for Parks (referenced in their minutes), Wayfinding Signage, and Signage for Bike Routes (will start with road stenciling).

Chairman Yoder asked that a letter be prepared and sent to the Rotary on behalf of the Planning Commission thanking them for their work on constructing a sidewalk from the First Street Boat Launch to the Stub Pier.

Mr. Yoder expressed his concern about Twelfth Street off from Maple Street to the new High School. The area of the road (Maple Street to Oak Street) has a jog in it that is hazardous to drivers and pedestrians. He heard one of the homeowners is selling their home and thought this was a good time to seek correction. Mr. Rose said that this is an issue between the School and two residents in the Charter Township of Filer (the City has no jurisdiction). Tamara Buswinka asked if a letter could be sent to the Charter Township of Filer Planning Commission asking them to look at this issue.

MOTION by Tamra Buswinka, seconded by Greg Ferguson that a formal letter be drafted on behalf of the City of Manistee Planning Commission to the Filer Township Planning Commission to look into a means to straighten the road at the Maple and Twelfth Street intersection that leads to the new High School.

MOTION APPROVED UNANIMOUSLY

Discussion that a letter should also be sent to Manistee Area Public School regarding this issue.

MOTION by Tamra Buswinka, seconded by Greg Ferguson that a formal letter be drafted on behalf of the City of Manistee Planning Commission to the Manistee Area Public Schools to look into a means to straighten the road at the Maple and Twelfth Street intersection that leads to the new High School.

MOTION APPROVED UNANIMOUSLY

Greg Ferguson asked about the Car Wash on Tenth Street (Open Air Use), Mini Storage Facility on Main Street (fencing), and ingress/egress for S.S. City of Milwaukee. This resulted in a reminder that verbal agreements with the applicant should not be accepted. The Planning Commission must include in the permit any conditions they want to have required. He also expressed his concerns about the ingress/egress for Harbor Steel on Washington Street (possible gas head in the area/safety issue).

Roger Yoder asked if permits were required for the car sale at M.C.C and signage at the new Italian Restaurant

APPOINTMENT

Chairman Yoder appointed Tamra Buswinka to the Non-Motorized Transportation Committee and the Historic Overlay/Site Plan Review Committee. Ms. Buswinka accepted the appointments.

CITIZEN QUESTIONS AND CONCERNS:

None

WORKSESSION:

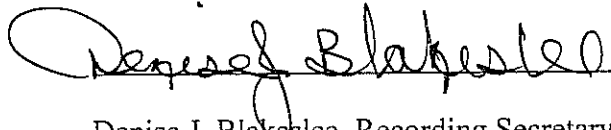
Members were encouraged to attend the Zoning Ordinance Re-Write meeting scheduled for public input next Thursday, August 12th at 6:00 p.m. in the Middle School Cafeteria. Invitations were sent to the Sign Companies, Engineering/Surveying Firms, DDA, Chamber of Commerce/S.C.O.R.E. Members, Downtown Merchants, Realtors and Service Organizations. Articles were printed in the News Advocate and Ludington Daily News and press releases were sent to the local radio stations. An ad will run under Public Notices in the Classified Section of the newspaper three times until the meeting. It is hoped that a good turnout of people will be present for this meeting.

Members of the Planning Commission and Zoning Board of Appeals are encouraged to attend this meeting.

ADJOURNMENT:

MOTION by Tony Slawinski, seconded by Ray Fortier that the meeting be adjourned. Motion passed unanimously. Meeting adjourned at 8:03 p.m.

MANISTEE PLANNING COMMISSION

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

Denise J. Blakeslee, Recording Secretary