

## **CITY OF MANISTEE PLANNING COMMISSION**

70 Maple Street  
Manistee, MI 49660

### **MEETING MINUTES**

November 13, 2014

A meeting of the Manistee City Planning Commission was held on Thursday, November 13, 2014 at 7pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 7:02 pm by Chair Yoder

Roll Call:

Members Present: Maureen Barry, Judd Brown, Marlene McBride, Mark Wittlieff, Roger Yoder

Members Absent: Bill Dean, Ray Fortier (excused)

Others: Michael Corby (Integrated Architects), Dan Wiersma (MN Partners, LLC), Mike Wood (20 Hancock Street), Denise Blakeslee (Planning & Zoning Administrator) and others

### **APPROVAL OF AGENDA**

Motion by Mark Wittlieff, seconded by Maureen Barry that the agenda be approved as prepared.

With a Roll Call vote this motion passed 5 to 0.

Yes: Barry, Brown, McBride, Wittlieff, Yoder  
No: None

### **APPROVAL OF MINUTES**

Motion by Mark Wittlieff, seconded by Marlene McBride that the minutes of the October 2, 2014 Planning Commission Meeting be approved as prepared.

With a Roll Call vote this motion passed 5 to 0.

Yes: Barry, Brown, McBride, Wittlieff, Yoder  
No: None

## **PUBLIC HEARING**

None

## **PUBLIC COMMENT ON AGENDA RELATED ITEMS**

None

## **NEW BUSINESS**

### **PC-2014-10 - MN Partners, LLC – Site Plan Review**

A request has been received from MN Partners, LLC for a Site Plan review for the construction of three buildings in the Lakeview Planning Area of Harbor Village. The proposal is to construct three buildings, five units on the portion of the area located on Fifth Avenue.

**Michael Corby, Integrated Architects and Dan Wiersma (MN Partners, LLC)** – Reviewed the site plan with the Commission and discussed the building size, footprints, separation between buildings, building materials to be used. They received design approval from the Historic District Commission this afternoon. Questions from the commission were answered relating to marketability, timing for construction and future development.

**Denise Blakeslee, Planning & Zoning Administrator** – Staff Review of the requirements of the Special Use Permit for a Planned Unit Development shows that the proposed buildings are within the requirements. She clarified for the Commission that the proposed buildings are located in the North Pier Condominium project. The Special Use Permit/PUD details the requirements for each Planning Area of the development and the North Pier Condominium is located in the Lakeview Planning Area. The Master Deed for North Pier Condominium includes a site plan that shows the development for one duplex (already constructed) and two triplex's. The applicant is requesting to reduce the number of units from eight to seven, while increasing the number of buildings from three to four. While the Planning Commission does not enforce the requirements of the Master Deed, the Master Deed does not correspond to the request before the Commission. The Commission may want to include in their approval that the Master Deed must be amended before the permit is issued.

MOTION by Mark Wittlieff, seconded by Judd Brown that the Planning Commission approve the Site Plan request from MN Partners, LLC for the construction of three buildings in the Lakeview Planning Area of Harbor Village as submitted on Site Plan #20140620, Dated 03 Nov. 2014 prepared by Integrated Architecture, with the condition that the Master Deed for the North Pier Condominium is amended to reflect the new site plan.

With a Roll Call vote this motion passed 5 to 0.

Yes: McBride, Wittlieff, Barry, Brown, Yoder

No: None

## **OLD BUSINESS**

### **Zoning Review P-D Peninsula District**

City Council has requested the Planning Commission review the current Zoning of the Peninsula District and review the zoning ordinance for specific uses that need to be addressed. The Commission needs to move forward with preparing a report to City Council. The outstanding items include:

What is the Commission's vision for the Peninsula?

Does the Peninsula Redevelopment Plan still apply?

Should changes be made to the Dimensional Standards in the Peninsula?

What changes should be made to the Uses in the Peninsula?

Should there be changes to the Parking Requirements?

There are two properties in the P-D Peninsula District that were designated by the Michigan Legislature as Renaissance Zones. The Renaissance Zone expires on December 31, 2014. The Report of Findings should include a recommendation for a Zoning Amendment that would delete Section 605 Peninsula District Renaissance Zone Standards.

Staff prepared a Parcel Area Comparison Table of Commercial/Industrial District for the commission to review. A table of Uses with the discussion from the October 16, 2014 Worksession noted and a copy of Section 514 Parking Standards were discussed and if changes should be made to the Purpose and Intent of the District.

The Commission will work on drafting a Report of Findings at the November 20<sup>th</sup> Worksession.

## **PUBLIC COMMENTS AND COMMUNICATIONS**

Mike Wood, 20 Hancock Street – Asked the Commission if they had walked the Peninsula District. Due to weather the Commission did not, but Commissioners were asked to drive/walk the district individually. It was noted that the Commission had toured the Peninsula District a few years ago.

## **CORRESPONDENCE**

None

## **STAFF/SUB-COMMITTEE REPORTS**

**Denise Blakeslee, Planning & Zoning Administrator** – It was with great pleasure that Ms. Blakeslee presented Chair Yoder with a plaque and certificate that recognized Chair Roger Yoder for his 30 year Membership with the Michigan Association of Planning. Roger has served on the City of Manistee Planning Commission since 1984.

Ms. Blakeslee made copies of the Northwest Michigan Seasonal Population Analysis for the members.

### **Sub-Committee**

None

### **MEMBERS DISCUSSION**

None

The Planning Commission will hold a Worksession on November 20, 2014

The next regular meeting of the Planning Commission will be held on Thursday, December 4, 2014

### **ADJOURNMENT**

Motion by Mark Wittlieff, seconded by Judd Brown that the meeting be adjourned. MOTION PASSED UNANIMOUSLY.

Meeting adjourned at 7:55 pm

MANISTEE PLANNING COMMISSION

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Denise J. Blakeslee, Recording Secretary