

# CITY OF MANISTEE PLANNING COMMISSION

70 Maple Street  
Manistee, MI 49660

## MEETING MINUTES

October 1, 2015

A meeting of the Manistee City Planning Commission was held on Thursday, October 1, 2015 at 7pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 7:00 pm by Chair Yoder

### ROLL CALL

Members Present: Ray Fortier, Marlene McBride, Mark Wittlieff, Roger Yoder

Members Absent: Maureen Barry (excused), Vacancy (2)

Others: Jim Snellenberger and Kim Cogle (381 Sixth Street), and Denise Blakeslee (Planning & Zoning Administrator)

### APPROVAL OF AGENDA

Motion by Ray Fortier, seconded by Mark Wittlieff that the agenda be approved as prepared.

With a Roll Call vote this motion passed 4 to 0.

Yes: Fortier, McBride, Wittlieff, Yoder

No: None

### APPROVAL OF MINUTES

Motion by Mark Wittlieff, seconded by Marlene McBride that the minutes of the September 3, 2015 Planning Commission Meeting be approved as prepared.

With a Roll Call vote this motion passed 4 to 0.

Yes: Fortier, McBride, Wittlieff, Yoder

No: None

### PUBLIC HEARING

None

### PUBLIC COMMENT ON AGENDA RELATED ITEMS

None

**NEW BUSINESS**

**PC-2015-04 - Jim Snellenberger, Kim Cogle, 381 Sixth Street – Accessory Structure Architectural Compatibility**

Jim Snellenberger and Kim Cogle would like to remove their existing detached garage and construct a new garage (accessory structure that would not exceed 24 feet in height). Under Section 515.D of the Zoning Ordinance Mr. Snellenberger and Ms. Cogle are requesting a higher structure to achieve architectural compatibility with the principal building. The Ordinance limits accessory buildings to 18 feet in height.

Motion by Mark Wittlieff, seconded by Ray Fortier that the Planning Commission approve the request from Jim Snellenberger and Kim Cogle to allow the construction of an accessory structure not to exceed 24 feet in height to achieve architectural compatibility with the principal building as allowed under section 515.D of the Zoning Ordinance.

With a Roll Call vote this motion passed 4 to 0.

Yes: Wittlieff, Fortier, McBride, Yoder  
No: None

**Schedule Meeting/Worksession Dates 2016**

The Manistee City Planning Commission generally holds their regular business meetings on the first Thursday of each month and worksessions on the third Thursday of the month. These meetings are held in Council Chambers, City Hall, 70 Maple Street, Manistee Michigan at 7:00 pm. Staff has prepared a list of meeting/worksession dates for 2016 for the Commissioners consideration.

The Commission discussed the need for worksessions and that it may be deterring people from applying to the Planning Commission by having regularly scheduled worksessions. This past year three worksessions were cancelled because there were not items for discussion, staff can add worksession items to regular meeting agendas and if worksessions were needed they can be scheduled.

Motion by Mark Wittlieff, seconded by Ray Fortier that the Planning Commission schedules their meetings dates for 2016 as follows:

January 7, 2016	February 4, 2016	March 3, 2016	April 7, 2016
May 5, 2016	June 2, 2016	July 7, 2016	August 4, 2016
September 1, 2016	October 6, 2016	November 3, 2016	December 1, 2016

Worksessions will be scheduled as needed.

With a Roll Call vote this motion passed 4 to 0.

Yes: Wittlieff, Fortier, McBride, Yoder  
No: None

## **Maps – Master Plan Update**

County Planner Rob Carson prepared draft maps for the Master Plan Update for the Commissioners to review. The commissioners reviewed the maps and made corrections as needed.

The Public Input Session/Charrette has been scheduled for October 15, 2015 at 7 pm. This will be held during the regularly scheduled worksession.

## **OLD BUSINESS**

None

## **PUBLIC COMMENTS AND COMMUNICATIONS**

None

## **CORRESPONDENCE**

Chair Yoder read a letter of resignation from Commissioner Judd Brown who resigned because he is moving out of the area.

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

**Denise Blakeslee, Planning & Zoning Administrator** – Noted that Commissioner Wittlieff and Commissioner Barry will not be at the October Worksession due to work commitments.

The Planning Commission will hold a Worksession on October 15, 2015

The next regular meeting of the Planning Commission will be held on Thursday, November 5, 2015

## **ADJOURNMENT**

Motion by Ray Fortier, seconded by Marlene McBride that the meeting be adjourned. MOTION PASSED UNANIMOUSLY.

Meeting adjourned at 8:05 pm

MANISTEE PLANNING COMMISSION

---

Denise J. Blakeslee, Recording Secretary