

CITY OF MANISTEE PLANNING COMMISSION

70 Maple Street
Manistee, MI 49660

MEETING MINUTES

December 3, 2015

A meeting of the Manistee City Planning Commission was held on Thursday, December 3, 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: Maureen Barry, Ray Fortier, Marlene McBride, Mark Wittlieff, Roger Yoder

Members Absent: Vacancy (2)

Others: Denise Blakeslee (Planning & Zoning Administrator)

APPROVAL OF AGENDA

Motion by Ray Fortier, seconded by Marleen McBride that the agenda be approved as prepared.

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

Yes: Barry, Fortier, McBride, Wittlieff, Yoder

No: None

APPROVAL OF MINUTES

Motion by Mark Wittlieff, seconded by Maureen Barry that the minutes of the November 5, 2015 Planning Commission Meeting be approved as prepared.

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

Yes: Fortier, Barry, McBride, Wittlieff, Yoder

No: None

PUBLIC HEARING

None

PUBLIC COMMENT ON AGENDA RELATED ITEMS

None

NEW BUSINESS

Election of Officers 2016

According to the By-Laws of the City of Manistee Planning Commission their annual election of Officers is held at the December Meeting for the following year.

Chair

At this time the meeting was turned over to Denise Blakeslee who asked for nominations for the Position of Chair.

Ray Fortier, seconded by Marlene McBride nominated Roger Yoder for the position of Chair.

Nominations were asked for three times; there being no other nominations, nominations were closed.

With a roll call vote, Roger Yoder was elected Chair of the Planning Commission for 2016, 5 to 0.

The meeting was turned over to Chair Yoder.

Vice-Chair

Chair Yoder asked for nominations for the Position of Vice-Chair.

Ray Fortier, seconded by Mark Wittlieff nominated Maureen Barry for the position of Vice-Chair.

Nominations were asked for three times; there being no other nominations, nominations were closed.

With a roll call vote, Maureen Barry was elected Vice - Chair of the Planning Commission for 2016, 5 to 0.

Secretary

Chair Yoder asked for nominations for the Position of Secretary.

Ray Fortier, seconded by Maureen Barry nominated Marlene McBride for the position of Secretary.

Nominations were asked for three times; there being no other nominations, nominations were closed.

With a roll call vote, Marlene McBride was elected Secretary of the Planning Commission for 2016, 5 to 0.

Appointment of a Recording Secretary 2016

Once Elected the Secretary may appoint a Recording Secretary to handle the administrative functions of the office.

Marlene McBride appointed Denise Blakeslee to act as the Recording Secretary for the Planning Commission for the year 2016.

Manistee County Park and Recreation Plan

The County Planning Department has developed a county wide park and recreation plan. The planning commission received a copy of the document for their review. The Commission is asked to make a recommendation at the January Meeting.

OLD BUSINESS

Master Plan Update

The Goals and Tasks are being drafted; the commissioners will receive a copy once they are completed to review.

PUBLIC COMMENTS AND COMMUNICATIONS

None

CORRESPONDENCE

None

STAFF/SUB-COMMITTEE REPORTS

Denise Blakeslee, Planning & Zoning Administrator – A Site Plan Review Committee will need to be scheduled this month for a PUD Request. Spoke to the commission about two requests that will require public hearings.

MEMBERS DISCUSSION

Commissioner McBride expressed her disappointment that no stores were open this evening with it being Sleighbell Weekend.

Commissioner Wittlieff said that there appears to be some activity at the former First Street Tavern.

The Planning Commission does not have a Worksession scheduled in December

The next regular meeting of the Planning Commission will be held on Thursday, January 7, 2016

ADJOURNMENT

Motion by Ray Fortier, seconded by Maureen Barry that the meeting be adjourned. MOTION PASSED UNANIMOUSLY.

Meeting adjourned at 7:40 pm

MANISTEE PLANNING COMMISSION

Denise J. Blakeslee, Recording Secretary