

## **CITY OF MANISTEE PLANNING COMMISSION**

70 Maple Street  
Manistee, MI 49660

### **MEETING MINUTES**

August 4, 2016

A meeting of the Manistee City Planning Commission was held on Thursday, August 4, 2016 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, Aaron Bennett, Ray Fortier, Mark Wittlieff, Roger Yoder

Members Absent: Marlene McBride, Gabriel Walker,

Others: Ron Stoneman (Superintendent Manistee Area Public Schools), James Smith (City Council), Glenn Zaring (321 Fifth Street), Rob Carson (County Planner), Denise Blakeslee (Planning & Zoning Administrator) and others

#### **APPROVAL OF AGENDA**

Motion by Ray Fortier, seconded by Aaron Bennett that the agenda be approved as prepared.

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

Yes: Barry, Bennett, Fortier, Wittlieff, Yoder  
No: None

#### **APPROVAL OF MINUTES**

Motion by Aaron Bennett, seconded by Ray Fortier that the minutes of the June 2, 2016 Planning Commission Meeting be approved with a correction on the spelling of Yoder under approval of Minutes.

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

Yes: Fortier, Barry, Bennett, Wittlieff, Yoder  
No: None

#### **PUBLIC HEARING**

Chair Yoder opened the Public Hearing at 7:03 pm

Rob Carson, County Planner presented the Master Plan to the public in attendance. Denise Blakeslee, Planning and Zoning Administrator assisted with comments. The presentation included:

### **Background**

- 2013 work began on new Master Plan
- November 2013 Visioning Session
- 2014 Online Survey
- 2015 Contacted with County Planning Department
- October 2015 Final Public Input Session/Charrette
- November 2015 Developed Goals and Tasks
- April 2016 Planning Commission final review of Plan
- May 5, 2016 Plan submitted to City Council for review/comments
- May 17, 2016 Council approved distribution of plan
- May 18, 2016 Plan released for 63 day review and comment period/noticed public hearing
- July 7, 2016 Re-advertised public hearing in News Advocate
- August 4, 2016 Public Hearing

### **Previous Plans/Manistee County Plans**

#### **Components of the Plan**

- Community Enrichment and Social Patterns
- Natural Recreational and Cultural Features
- Community Enrichment
- Land Use
- Central Business District
- Waterfront
- Transportation
- City Services
- Schools and Education
- Guiding Ideas for Plan Development
- Community Input

#### **Goals, Future Land Use and Implementation**

- Goals and Tasks
- Action Plan
- Future Land Use Plan (Categories)
  - Residential
  - Commercial
  - Industrial
  - Other Districts
    - US 31 Corridor
    - Wellhead Protection Overlay District
- Zoning Plan
  - Relationship to the Master Plan
  - Opportunities/Rezoning
  - Form Based code Consideration
  - Existing Zoning
    - Residential Districts
    - Commercial Districts

- Mixed Use Districts
- Industrial Districts
- Overlay Districts
- Comparative Analysis of Future Land Use and Existing Zoning

**Review and Comment Period (63 Days May 18 – July 19)** – Input received from Kurt Schindler and Glenn Zaring resulting in additions/changes to the plan as follows:

**Kurt Schindler**

- Component needed to address the need to attract population growth to Manistee
  - *Added Section 2.2.3 Population Growth in a new Economy*
- No mention or recognition of the Prosperity Regional Planning (Grand Vision for the 10 county NW Michigan).
  - *Added Section 2.1.4 Regional Prosperity Initiative*

**Glenn Zaring**

- Error on Page 39....reference to ‘Commercial’ being from Maple West on River
  - *CORRECTED TO READ: The majority of the Central Business District contains what is considered “Downtown Manistee” and is located on River Street...*
- The DDA section is frustrating me as there are some excellent points/plans in there...most of which the DDA is ignoring. Anyone addressing this?
  - No changes made to the plan
- 2.10 on Schools. Narrative does not mention Casman Academy...
  - *CHANGED TO READ: The City of Manistee is contained within the Manistee Area Public School District as displayed on map 2.15. Four of the five Manistee Area Public Schools are located in the City of Manistee. CASMAN Alternative Academy located in the City if the only public charter school in Manistee County and offers a rigorous curriculum and high teacher to student ratio...*
- A residential property that should have been labeled multi-family and wasn't. SE corner of 5th Street and Maple.
  - *Corrected on Current Land Use Map*
- 2.11.3.3 Up to this point no reference to the Little River Band of Ottawa Indians.
  - *2.3.4 Cultural and Historical Features - CHANGED TO READ: Manistee is rich in History, the Little River Band of Ottawa Indians historically settled the area along the Manistee River and south to the Muskegon River where they actively trapped, hunted and raised agricultural crops sustaining their people. The 1836 Treaty of Washington established a 70,000 acre reservation which extended from the shores of Lake Michigan from the southern end of the City of Manistee north to the Bar Lake Outlet and then east to the Pine River and what is now known as Tippy Dam Pond. The LRBOI are intricately linked to the region and the City of Manistee; more detailed information on the Tribal history, journey and current status as a large employer to the region can be found through the following link: <https://lrboi-nsn.gov/>*

The Master Plan was updated with the comments from Mr. Schindler and Mr. Zaring. The list of changes and a copy of the updated plan were posted on the City Web Page on July 22, 2016, on the City Facebook Page, and copies were made available at the City Clerk’s office and Library. The changes were also noted in a newspaper article on July 26, 2017.

The next steps are:

- The Planning Commission adopts the plan with the recommend that City Council approve the plan.
- The plan is sent to City Council for their final consideration.
- City Council adopts the plan.

Chair Yoder opened the hearing for public comments.

**Ron Stoneman, Superintendent Manistee Area Public Schools** – asked that the Michigan Great Lakes Virtual Academy be added to the school section of the plan.

**James Smith, City Council** – thanked the Planning Commission for their time and energy to develop the plan. He said it is a remarkable document.

**Glenn Zaring, 321 Fifth Street** - Mr. Zaring was part of the 2006 Envision process and complemented the commission on a good workable guide for the community.

Chair Yoder asked if any additional correspondence had been received in response to the request

August 2, 2016 letter received from Dee Dee Miller, 3921 Lakeshore Drive (attached)

Mr. Carson noted that the plan does address beautification and landscaping, maybe not with specific locations outside of identifying land use districts. The pieces are in place in the plan to implement beautification improvements within the City. He also spoke of the goals and tasks and how the commercial zoning standards can address part of the concerns expressed for development that requires new permits. A new US 31 Corridor Plan is being developed that will look at the entire US 31 Corridor.

There were no more additional comments; the Public Hearing was closed at 7:30 pm.

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

None

#### **NEW BUSINESS**

##### **Adoption of Master Plan**

A Public Hearing was held earlier by the Planning Commission on the proposed Master Plan. The commissioners received a copy of the public comment/input and revisions made to the plan in response to the comments prior to the meeting.

Motion by Aaron Bennett, seconded by Maureen Barry that the Planning Commission adopt a resolution approving the proposed new City of Manistee Master Plan as submitted for and revised pursuant to the public hearing, including all of the text, charts/tables, maps and descriptive and other matter therein intended by the Planning Commission to form the complete Master Plan, including the City of Manistee Future Land Use Map, recommending final approval/adoption of same by the City Council with the inclusion of language for the Michigan Great Lake Virtual Academy added Section 2:10 Schools and Education of the plan.

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

Yes: Wittlieff, Fortier, Barry, Bennett, Yoder  
No: None

#### **OLD BUSINESS**

None

#### **PUBLIC COMMENTS AND COMMUNICATIONS**

None

#### **CORRESPONDENCE**

None

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

**Denise Blakeslee, Planning & Zoning Administrator** – Staff has been working on a list of redevelopment sites for the Annual meeting with Council and Boards and Commission. Ms. Blakeslee reviewed the list and Commissioners were asked to review the list of properties, drafted vision statements and list additional properties they feel should be included in the list. They will bring this information back for the September meeting.

The Commissioners were given a copy of the Policy and Procedure for the Sale of City Owned Property and were asked if the Planning Commission had any objections for the City to market and sell Lots 12 & 13 in the Industrial Park. The City has received interest in the property and has discussed the desire to market the property.

**MOTION** by Mark Wittlieff, seconded by Maureen Barry that the City of Manistee Planning Commission approves the marketing and sale of Lots 12 & 13 in the Industrial Park.

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

Yes: Wittlieff, Fortier, Barry, Bennett, Yoder  
No: None

They are offering Citizen Planner Training and the commissioners who have not previously taken the course were given information on the workshop.

Ms. Blakeslee thanked the Commissioners for all of their work on the Master Plan.

### **Sub-Committee**

The Site Plan Review Committee met on June 17, 2016 in response to the City of Manistee to install three public shade shelters at Fifth Avenue Beach. The Committee approved the request and a Land Use Permit was issued. Commissioners received a copy of the meeting minutes in their packets.

The Site Plan Review Committee met on June 30, 2016 in response to a request from Robert & Laura Horvat, 224 Arthur Street to construct an accessory building. The Committee approved the request and a Land Use Permit was issued. Commissioners received a copy of the meeting minutes in their packets

### **MEMBERS DISCUSSION**

Commissioners thanked Ms. Blakeslee for her work on the Master Plan.

The next regular meeting of the Planning Commission will be held on Thursday, September 1, 2016

### **ADJOURNMENT**

Motion by Ray Fortier, seconded by Mark Wittlieff 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



**To the City of Manistee Planning and Zoning Commission,**

I would like to suggest the beautification of the Entrance Corridor to Manistee at River Street and US 31.

The 3 buildings in question are the empty Gas Station (NE Corner), the Chamber of Commerce building on the NE side of US 31 next to the river, and the Building set back on the NW Corner of River Street and US 31.

All of these buildings create and vision/ atmosphere of economic depression for the visitors or travelers passing through Manistee. A stand of Evergreen and Spruce trees would be more welcoming to our Lake Michigan Community than what is there now.

I realize that these are commercial properties and have financial value; so it is difficult to require curb appeal. But this is a Zoning issue too. An Architectural Review Committee could be established for all buildings on the Entrance Corridor of Manistee from here forward. The Future is what this Planning and Zoning Commission is all about.

Economic growth is predicated on many things but having a Community that is attractive and inviting visually always helps.

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Green space allows us to relax and imagine. Especially after leaving the densely populated cities of our country. Manistee has a very attractive downtown. We would all like to see it prosper. I do believe that the Entrance to our city is important.

What is the saying: " You only have one chance to make a good first impression." So let us make a great "First Impression" for Manistee.

Best Regards,



Dee Dee Miller  
3921 Lakeshore Drive  
Manistee MI 49666

July 28, 2016