

## **CITY OF MANISTEE PLANNING COMMISSION**

70 Maple Street  
Manistee, MI 49660

### **MEETING MINUTES**

September 1, 2016

A meeting of the Manistee City Planning Commission was held on Thursday, September 1, 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, Marlene McBride, Gabriel Walker, Mark Wittlieff, Roger Yoder

Members Absent: None

Others: Rose Pomeroy Locke (10351 Quarterline Road), Charles Willis (512 Davis Street), Jim Adamczak (506 Davis Street), 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 7 to 0.

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

### **APPROVAL OF MINUTES**

Motion by Mark Wittlieff, seconded by Ray Fortier that the minutes of the August 4, 2016 Planning Commission Meeting be approved as prepared.

With a Roll Call vote this motion passed 7 to 0.

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

### **PUBLIC HEARING**

Chair Yoder opened the Public Hearing at 7:04 pm

**PC-2016-09 Rose Pomeroy Locke (259 Fifth Street and adjoining parcel to the west), Special Use Permit for Mixed Use (Greenhouse & Nursery, Retail Business, Eating & Drinking Establishment, and Community Garden)**

A request has been received from Rose Pomeroy Locke for a Special Use Permit for Mixed Use (Greenhouse & Nursery, Retail Business, Eating & Drinking Establishment, and Community Garden) at the property at 259 Fifth Street including the adjoining property to the west.

**Rose Pomeroy Locke** – Ms. Pomeroy Locke wants to reopen the former flower shop at 259 Fifth Street. Her plans are to begin with reopening the existing retail building and utilize the existing greenhouses. She will begin by opening the retail space as a flower shop with gifts this fall. Later she will reopen the greenhouses and grow organic vegetables and flowers, open a bakery that will include wedding cakes and pastries, add a few tables for people who want to have coffee and a baked good and possibly add salads at a later date. There is lots of room in the building to accommodate the use and the pergola area outside will have tables for people to eat outside. She wants to create a place where people feel welcome. Her plans are to remove the fence that is in disrepair; clean up the site and trim back the areas that are overgrown add additional landscaping to beautify the site. Any new exterior lighting would comply with the requirements of the ordinance. She has loved working in gardens and has been working for a friend that owns a flower shop in Ludington. She previously operated an assisted living facility and has business experience.

**Denise Blakeslee, Planning & Zoning Administrator** - Staff has reviewed request. The Applicant re-establishing the use of Greenhouse/Retail for retail and Green house has met the requirements of the ordinance including six parking spaces. Staff confirmed that one space is handicap/van accessible

Once the Eating and Drinking Establishment is established additional parking will need to be provided as shown on the site plan.

The addition of a new greenhouse on the rear of the building meets the requirements of the ordinance; height will be limited to 35 feet. The applicant proposes the relocation of a greenhouse on the plan and the relocation of the greenhouse meets the requirements of the ordinance.

Staff is recommending that the following conditions be placed on the permit.

- The parcels will need to be combined into one parcel.
- A bike rack will need to be installed on the site.

Review by the Fire Department has resulted in the recommendation of one additional condition as follows:

- The existing driveway on the West edge of the property needs some tree trimming to make it passable. Upon completion of the tree trimming the driveway will satisfy the Fire Department's needs, for the proposed use of occupying only the main retail building. In the future, if and when other buildings or structures are constructed or occupied on site, the driveway (may) need to be improved in compliance with IFC.

Chair Yoder opened the hearing for public comments.

**Charles Willis, 512 Davis Street** – Mr. Willis asked what the hours of operation would be.

Ms. Pomeroy-Locke – currently the plan is Monday – Friday 9 am to 5 or 6 pm, Saturday 9 am to 1 or 4 pm they would not be open on Sundays until the bakery is operating.

Charles Willis – Who will utilize the Community Garden?

Ms. Pomeroy-Locke – she wanted to provide an area for local school children to learn about gardening and that is why an area has been established for a Community Garden.

**Jim Adamczak, 506 Davis Street** – Mr. Adamczak owns the property adjacent to the greenhouse on Fifth Street. He has had an ongoing problem with the current property owner relating to the retaining wall/foundation of an old greenhouse that is falling into his property against his garage. This area is blight and he would like to see it taken care of. He has been complaining about this issue for over 16 months.

Ms. Pomeroy-Locke – the current owner said that she would clean up this area as part of the purchase.

Mr. Admaczak – has been made promises in the past, wants to make sure that something happens.

Staff noted that this could be a condition placed on the permit if the Planning Commission wished.

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

None Received.

There were no more additional comments; the Public Hearing was closed at 7:20 pm.

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

None

#### **NEW BUSINESS**

#### **PC-2016-09 Rose Pomeroy Locke, 259 Fifth Street and adjoining parcel to the west, Special Use Permit for Mixed Use (Greenhouse & Nursery, Retail Business, Eating & Drinking Establishment, and Community Garden)**

A Public Hearing was held earlier in response to a request from Rose Pomeroy Locke for a Special Use Permit for Mixed Use (Greenhouse & Nursery, Retail Business, Eating & Drinking Establishment and Community Garden) at the property at 259 Fifth Street including the adjoining property to the west.

Motion by Ray Fortier, seconded by Mark Wittlieff that the Planning Commission adopts a resolution that approves the request from Rose Pomeroy Locke for a Special Use Permit for Mixed Use (Greenhouse & Nursery, Retail Business, Eating & Drinking Establishment and Community Garden) at the property at 259 Fifth Street including the adjoining property to the west as submitted with site plan

prepared by The Spicer Group Job Number: 123794SG2016 dated July 29, 2016 with the following conditions:

1. The Applicant shall request to combine both parcels 51-664-701-01 and 51-664-701-08 into one parcel.
2. The Applicant shall install a bike rack on the site.
3. The existing driveway on the West edge of the property needs some tree trimming to make it passable. Upon completion of the tree trimming the driveway will satisfy the Fire Department's needs, for the proposed use of occupying only the main retail building. In the future, if and when other buildings or structures are constructed or occupied on site, the driveway (may) need to be improved in compliance with IFC.
4. The retaining wall that is falling into the property at 506 Davis Street shall be removed and area cleaned up no later than November 1, 2016.

With a Roll Call vote this motion passed 7 to 0.

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

### **Schedule Meeting Dates 2017**

The Planning Commission generally holds their regular business meetings on the first Thursday of each month in the Council Chambers, City Hall, 70 Maple Street, Manistee Michigan at 7:00 p.m. Review of the 2017 does not indicate any scheduling conflicts with holidays.

Motion by Maureen Barry, seconded by Marlene McBride that the Planning Commission schedules their meeting dates for 2017 as follows:

January 5, 2017	February 2, 2017	March 2, 2017	April 6, 2017
May 4, 2017	June 1, 2017	July 6, 2017	August 3, 2017
September 7, 2017	October 5, 2017	November 2, 2017	December 7, 2017

With a Roll Call vote this motion passed 7 to 0.

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

### **OLD BUSINESS**

#### **Redevelopment Sites**

The Redevelopment Ready Communities program requires that an annual joint meeting be held between City Council and the Brownfield Redevelopment Authority, Downtown Development Authority,

Historic District Commission, Planning Commission and Zoning Board of Appeals members. At the meeting redevelopment sites will be reviewed and the top sites will be selected for marketing. The Planning Commission and Staff continued working on the list of sites for this year's annual joint meeting.

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

None

#### **CORRESPONDENCE**

None

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

**Denise Blakeslee, Planning & Zoning Administrator** – There are three requests for Planned Unit Developments for the October Meeting. Members of the Site Plan Review Committee were asked if they could attend a meeting next week. Meeting was scheduled for Thursday, September 8, 2016 at 10 am in the Second Floor Conference Room.

#### **MEMBERS DISCUSSION**

Commissioner Bennett – was excited about this evenings request and a new business coming into the community.

Commissioner McBride – felt this was a good use of the property.

The next regular meeting of the Planning Commission will be held on Thursday, October 6, 2016

#### **ADJOURNMENT**

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

Meeting adjourned at 7:50 pm

MANISTEE PLANNING COMMISSION

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Denise J. Blakeslee, Recording Secretary