

CITY OF MANISTEE PLANNING COMMISSION

70 Maple Street
Manistee, MI 49660

MEETING MINUTES

April 6, 2017

A meeting of the Manistee City Planning Commission was held on Thursday, April 6, 2017 at 7pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

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

ROLL CALL

Members Present: Maureen Barry, Aaron Bennett, Ray Fortier, Marlene McBride, Bob Slawinski, Mark Wittlieff

Members Absent: Roger Yoder (excused)

Others: Denise Blakeslee (Planning & Zoning Administrator) and others

Staff received a request from Gary Schrader for a parcel split. Mr. Schrader has an offer on the property and is asking if the Commission would consider taking action on the request this evening instead of having to wait until the May 4, 2017 meeting.

APPROVAL OF AGENDA

Motion by Marlene McBride, seconded by Bob Slawinski that the agenda be amended by adding the request from Gary Schrader for a Parcel Split under new business.

With a Roll Call vote this motion passed 6 to 0.

Yes: Barry, Bennett, Slawinski, Fortier, McBride, Wittlieff
No: None

APPROVAL OF MINUTES

Motion by Ray Fortier, seconded by Bob Slawinski that the minutes of the March 2, 2017 Planning Commission Meeting be approved as prepared.

With a Roll Call vote this motion passed 6 to 0.

Yes: Bennett, Fortier, Barry, Slawinski, McBride, Wittlieff
No: None

Motion by Marlene McBride, seconded by Mark Wittlieff that the minutes of the March 9, 2017 Site Plan Review Committee Meeting be approved as prepared.

With a Roll Call vote this motion passed 2 to 0.

Yes: McBride, Wittlieff
No: None

PUBLIC HEARING

None

PUBLIC COMMENT ON AGENDA RELATED ITEMS

None

NEW BUSINESS

PC-2017-06 – Gary Schrader, Parcel Split Request

A Request has been received from Gary Schrader for a parcel split. Mr. Schrader owns a vacant parcel 51-202-450-00 located in the R-2 Zoning District and is requesting to split the property into two parcels that will each have 75 feet of frontage and 7,500 sq. ft. of parcel area that meets the requirements of the zoning ordinance.

Staff reviewed the request with the Commissioners.

Motion by Ray Fortier, seconded by Bob Slawinski to recommend to City Council the approval of the request from Gary Schrader to split parcel 51-202-450-00 into two parcels as submitted with survey prepared by Abonmarche Job No 17-0143, dated 1/30/17.

With a Roll Call vote this motion passed 6 to 0.

Yes: Slawinski, Fortier, Barry, Bennett, McBride, Wittlieff
No: None

OLD BUSINESS

Proposed Zoning Amendments

Staff has been working on finalizing Zoning Amendments as recommended by Clear Zoning when they performed a Review of the Zoning Ordinance.

Z17- A Wireless Communication Facilities

Staff reviewed the amendment with the commissioners and answered any questions.

Motion by Bob Slawinski, seconded by Maureen Barry that staff schedule a public hearing for the May 4, 2017 Planning Commission and ask the City Clerk to assign number to the request for the proposed ordinance for Wireless Communication Facilities.

With a Roll Call vote this motion passed 6 to 0.

Yes: Slawinski, Fortier, Barry, Bennett, McBride, Wittlieff
No: None

Z17- B Parking Update

Staff reviewed the amendment with the commissioners and answered any questions.

Motion by Marlene McBride, seconded by Bob Slawinski that staff schedule a public hearing for the May 4, 2017 Planning Commission and ask the City Clerk to assign number to the request for the proposed ordinance for Parking Update.

With a Roll Call vote this motion passed 6 to 0.

Yes: Bennett, Slawinski, Fortier, Barry, McBride, Wittlieff
No: None

Z17- C Miscellaneous Items

Staff reviewed the amendment with the commissioners and answered any questions. Staff noted that further review of Section 1841 Gasoline Station Item 10 that was proposed in the amendment is already in the ordinance and will be removed in the proposed amendment.

SECTION 1841 GASOLINE STATION

10. Any hazardous materials proposed to be stored, used or handled on site shall be disclosed by the applicant and all such storage, use and handling shall be conducted in accordance with Section 520 hereof, and any applicable State or Federal requirements.

Motion by Ray Fortier, seconded by Maureen Barry that staff schedule a public hearing for the May 4, 2017 Planning Commission and ask the City Clerk to assign number to the request for the proposed ordinance for Miscellaneous Items.

With a Roll Call vote this motion passed 6 to 0.

Yes: Fortier, McBride, Barry, Bennett, Slawinski, Wittlieff
No: None

Z17- D Dumpster Standards

Staff reviewed the amendment with the commissioners and answered any questions.

Motion by Bob Slawinski, seconded by Aaron Bennett that staff schedule a public hearing for the May 4, 2017 Planning Commission and ask the City Clerk to assign number to the request for the proposed ordinance for Dumpster Standards .

With a Roll Call vote this motion passed 6 to 0.

Yes: Barry, Bennett, Slawinski, Fortier, McBride, Wittlieff
No: None

Z17- E Signs

Staff reviewed the amendment with the commissioners and answered any questions. Section 2012 General Standards, Item B.2.b will be changed from 20 minutes to 15 minutes per consensus from the commissioners.

- b. A dynamic element that does not change more than once every ~~20~~ 15 minutes, and changes are instantaneous without any special effects.

Motion by Bob Slawinski, seconded by Aaron Bennett that staff schedule a public hearing for the May 4, 2017 Planning Commission and ask the City Clerk to assign number to the request for the proposed ordinance for Signs.

With a Roll Call vote this motion passed 6 to 0.

Yes: Slawinski, Fortier, Barry, Bennett, McBride, Wittlieff
No: None

PUBLIC COMMENTS AND COMMUNICATIONS

None

CORRESPONDENCE

None

STAFF REPORTS

Denise Blakeslee, Planning & Zoning Administrator – Commissioner Bennett and Slawinski were asked if they wanted to sign up for the online Citizen Planner course. Kurt Schindler has retired; she has been working with MSU Extension on getting classes locally for the members who need CEU’s to maintain their certification. She is also looking into webinars that can be used for certification.

MEMBERS DISCUSSION

Commissioner McBride attended MSU Extension Director Kurt Schindler's Retirement Open House.

Chair Wittlieff thanked staff and the commission for their work on the proposed zoning amendments.

The next regular meeting of the Planning Commission will be held on Thursday, May 4, 2017

ADJOURNMENT

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

Meeting adjourned at 8:30 pm

MANISTEE PLANNING COMMISSION

Denise J. Blakeslee, Recording Secretary