

CITY OF MANISTEE PLANNING COMMISSION

70 Maple Street
Manistee, MI 49660

MEETING MINUTES

December 7, 2017

A meeting of the Manistee City Planning Commission was held on Thursday, December 7, 2017 at 7 pm 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, Marlene McBride, Bob Slawinski, Mark Wittlieff, Roger Yoder

Members Absent: Ray Fortier (excused)

Others: Linda Beaton (City Council Member), Roger Zielinski (City Council Member)
Denise Blakeslee (Planning & Zoning Director), Kelly McColl (Recording Secretary)

APPROVAL OF AGENDA

Motion by Roger Yoder, seconded by Marlene McBride that the agenda be approved as prepared.

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

Yes: Barry, Slawinski, Yoder, McBride, Wittlieff
No: None

APPROVAL OF MINUTES

Motion by Maureen Berry, seconded by Bob Slawinski that the minutes of the October 5, 2017 Planning Commission Meeting be approved as prepared.

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

Yes: Yoder, Barry, Slawinski, McBride, Wittlieff
No: None

The November Meeting was cancelled.

PUBLIC HEARING

None

PUBLIC COMMENT ON AGENDA RELATED ITEMS

None

NEW BUSINESS

Election of Officers 2018

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.

Marlene McBride, seconded by Maureen Berry nominated Mark Wittlieff for the position of Chair. Nominations were asked for three times. There being no other nominations, nominations were closed.

With a roll call vote, Mark Wittlieff was elected Chair of the Planning Commission for 2018, 5 to 0.

Yes: Wittlieff, McBride, Slawinski, Barry, Yoder
No: None

Vice-Chair

Denise Blakeslee asked for nominations for the Position of Vice-Chair.

Mark Wittlieff, seconded by Marlene McBride nominated Maureen Berry 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 Berry was elected Vice - Chair of the Planning Commission for 2018, 5 to 0.

Yes: Wittlieff, Yoder, Slawinski, Berry, McBride
No: None

Secretary

Denise Blakeslee asked for nominations for the Position of Secretary.

Roger Yoder, seconded by Maureen Berry 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 2018, 5 to 0.

Yes: Yoder, Barry, McBride, Slawinski, Wittlieff
No: None

Appointment of a Recording Secretary 2018 Once Elected the Secretary may appoint a Recording Secretary to handle the administrative functions of the office.

Marlene McBride appointed Kelly McColl to act as the Recording Secretary for the Planning Commission for the year 2018.

OLD BUSINESS

Driveway Standards

The Planning Commission continued their discussion on Driveway Standards and were provided copies of MDOT standards that Commissioner Slawinski provided.

Commission discussed making a change to the current Driveway Standards (20 feet). Denise Blakeslee was asked what the typical driveway increase a resident requests. 3 to 5 feet was her answer. After discussion regarding curb cuts, shared driveways, and parking standards the Commissioners were in agreement to keep the current Driveway Standards.

PUBLIC COMMENTS AND COMMUNICATIONS

Roger Zielinski voiced his agreement with the commissioners as he commented that with his standard sized driveway, he is able to park his motorhome.

CORRESPONDENCE

None

STAFF REPORTS

Denise Blakeslee, Planning & Zoning Director – Medical Marijuana discussion, she advised the commission that if the City Council decide to approve the Medical Marijuana Codified Ordinance, the Planning Commission will begin working on the zoning ordinance. Commissioners discussed concerns regarding Medical Marijuana within the City limits; including locations, parking, odor, mix use requirements, and others. Ms. Blakeslee answered many of these concerns. She reminded the Commissioners that their presence is requested at the joint meeting with the City Council on Tuesday, December 12.

MEMBERS DISCUSSION

Marlene McBride wished everyone Happy Holidays.

The next regular meeting of the Planning Commission will be held on Thursday, January 4, 2018.

ADJOURNMENT

Motion by Roger Yoder, seconded by Bob Slawinski that the meeting be adjourned. MOTION PASSED UNANIMOUSLY.

Meeting adjourned at 7:40 pm

MANISTEE PLANNING COMMISSION

Kelly McColl, Recording Secretary