

CITY OF MANISTEE PLANNING COMMISSION

70 Maple Street
Manistee, MI 49660

MEETING MINUTES

February 14, 2019

A meeting of the Manistee City Planning Commission was held on Thursday, February 14, 2019 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 followed by the Pledge of Allegiance.

ROLL CALL

Members Present: Robert Slawinski, Michael Szymanski, Rochelle Thomas, Roger Yoder and Mark Wittlieff

Members Absent: Marlene McBride

Others: Tamara Buswinka, (City Zoning Administrator), Robert Carson (Planning & Zoning Director), Nancy Baker (Recording Secretary)

APPROVAL OF AGENDA

Motion by Commissioner Slawinski, seconded by Commissioner Szymanski that the agenda be approved as prepared.

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

Yes: Szymanski, Slawinski, Yoder, Thomas and Wittlieff

No: None

APPROVAL OF MINUTES

Motion by Commissioner Szymanski, seconded by Commissioner Thomas that the minutes for the January 3, 2019 Planning Commission Meeting be approved as prepared.

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

Yes: Szymanski, Slawinski, Yoder, Thomas and Wittlieff

No: None

PUBLIC COMMENT ON AGENDA RELATED ITEMS

None

SPECIAL PRESENTATION(S)

Lynda Beaton, 256 Hughes Street, Real Estate in Manistee, Lynda gave a verbal presentation on area real estate sales. She stated the different types of sales and the number of those sales over the past several years along with the number of days it took to close. The different types were multi-family homes (with 2 or more apartments), commercial buildings and condos. Closings of cash deals took less time and were usually accepted before mortgage deals. Some interested buyers preferred to obtain places outside the city to avoid city taxes however high-speed internet access is not readily available which is a drawback. Having points of interest for children would be a draw for families to move to the area. Manistee area has few of these. The job market is better in places of larger population. She stated many of the people buying in the area are of retirement age.

NEW BUSINESS

Election of Officers: Vice Chair

Chair Wittlieff asked for nominations for 2019 Vice Chair to replace Vice Chair Barry due to her resigning from the Planning Commission.

Commissioner Szymanski nominated Commissioner Slawinski for Vice Chair.

With a Roll Call vote Commissioner Slawinski was voted 2019 Vice Chair 5 to 0.

Yes: Szymanski, Yoder, Thomas, Slawinski, Wittlieff

No: none

By-law Review

Motion by Commissioner Szymanski, seconded by Commissioner Slawinski for the By-laws to stand as written.

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

Yes: Szymanski, Yoder, Thomas, Slawinski, Wittlieff

No: none

Annual Subcommittee Appointment

- **Executive Committee/Ordinance Re-write Committee**
2019 Appointees: Wittlieff, Slawinski, McBride
- **Site Plan Review/Subdivision Committee**
2019 Appointees: Yoder, Thomas, Slawinski
- **Zoning Board of Appeals**
2019 Appointee: McBride

Motion by Commissioner Thomas, seconded by Commissioner Slawinski to accept the Annual Subcommittee Appointments as listed.

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

Yes: Szymanski, Yoder, Thomas, Slawinski, Wittlieff

No: none

Commissioner Contact Information Update

A contact information sheet was given to the commissioners. They updated any information that was incorrect.

OLD BUSINESS

None.

PUBLIC COMMENTS AND COMMUNICATIONS

Lynda Beaton stated the numbers given in the report do not reflect the residences and condos that were transferred to family members.

Roger Zielinski, 529 First Street, thanked the Planning Commission on the positive things taking place in Manistee and for their hard work in getting things accomplished in the city.

CORRESPONDENCE

None

STAFF REPORTS

- **Joe Hollander housing project**
The application and site plan were recently received in the office. Copies of the preliminary reviews were given to each commissioner for their review of the project. Collaboration with the office is to assist the project in meeting an April 1st deadline. The next submittal is set for February 22, 2019 with a public hearing on March 7, 2019.
- **Tabernacle Church**
The site plan was approved last year. They want to use a pervious surface for the parking lot. The ordinance allows this type of surface. Different ideas on marking the parking spaces is being investigated. The church is hoping to conduct services in the near future, but the ordinance does not allow for use until the items on the special land use permit are resolved. The Plan Review Committee can amend the special land use permit. A suggested solution, for the duration of working on the special land use permit compliance, is to shuttle patrons from another parking lot to the church. Commissioner Szymanski has experience with pervious surface parking lots. He explained the different ways parking spaces can be painted. This information will be shared with Spicer Group.
- **Olga Street vacation**
Contact with the involve parties has been made on several occasions. The parties are in agreement with each other on resolving the division of the property. The Planning Commission has not received a letter of agreement regarding the matter. The parties will be contacted to present their letter of agreement at the next meeting on March 7th.

SMALL WIRLEESS COMMUNICATIONS

Mr. Carson stated several zoning ordinance amendments will be brought before the Planning Commission. A public hearing(s) will then be held and if agreeing to the amendments the City Council can adopt them. One zoning issue is regarding small wireless communications. Wireless communication facility towers of 150' are strictly zoned. Communication facilities are looking to attach small cell wireless facilities on existing utility poles in urbanized areas. This will create a web network covering a large area making a strong service in the urban areas. The state legislature looked at streamlining them to be installed in local units of government along the public rights-of-way. They are confined to being placed no higher than 40' and not extending further than 5' above the pole. The city ordinance states these are under special land use. This will require amendments to the city zoning ordinance especially the special land use section. Mr. Carson presented a document addressing the amendments. Mr. Saylor has the document to check the verbiage, to make sure it conforms to state legislation and is accurate.

MEMBERS DISCUSSION

None

ADJOURNMENT

Motion by Commissioner Slawinski, seconded by Commissioner Yoder that the meeting be adjourned.

MOTION PASSED UNANIMOUSLY.

Meeting adjourned at 8:23 pm.

The next regular meeting of the Planning Commission will be held on Thursday, March 7, 2019.

MANISTEE PLANNING COMMISSION


Nancy Baker, Recording Secretary

