

CITY OF MANISTEE PLANNING COMMISSION

70 Maple Street
Manistee, MI 49660

MEETING MINUTES

January 6, 2022

A meeting of the Manistee City Planning Commission was held on Thursday, January 6, 2022, 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

Members Present: Mark Wittlieff, Robert Slawinski, Marlene McBride, Shelly Memberto, Michael Szymanski, Roger Yoder, Pamela Weiner

Members Absent: None

Others: Zachary Sompels (County Planer & Zoning Administrator), Katie Mehl (County Planner 1), Nancy Baker (County Planning Secretary & Assistant to Planner)

Election of Officers

Chair:

Mark Wittlieff turned the meeting over to Zach Sompels during the election of the 2022 Chair.

Commissioner Slawinski nominated Commissioner Wittlieff for Chair. Commissioner Memberto supported this nomination.

Roll Call vote

For Mark Wittlieff: Slawinski, Szymanski, Memberto, Weiner, McBride, Yoder, Wittlieff

Commissioner Wittlieff is the Planning Commission Chair for 2022.

Vice Chair:

Zach Sompels turned the meeting over to Chair Wittlieff to continue with the election of officers.

Commissioner Szymanski nominated Commissioner Slawinski for Vice Chair. Commissioner Weiner supported this nomination.

Roll Call vote

For Robert Slawinski: Slawinski, Szymanski, Memberto, Weiner, McBride, Yoder, Wittlieff

Commissioner Slawinski is the Planning Commission Vice Chair for 2022.

Secretary:

Commissioner Yoder nominated Commissioner McBride for Secretary. Commissioner Slawinski supported this nomination.

Roll Call vote

For Marlene McBride: Slawinski, Szymanski, Memberto, Weiner, McBride, Yoder, Wittlieff

Commissioner McBride is the Planning Commission Secretary for 2022.

Recording Secretary:

Commissioner McBride nominated Nancy Baker as Recording Secretary. Commissioner Yoder supported this nomination.

Roll Call vote

For Nancy Baker: Slawinski, Szymanski, Memberto, Weiner, McBride, Yoder, Wittlieff

Nancy Baker is the Planning Commission Recording Secretary for 2022.

APPROVAL OF AGENDA

Motion by Commissioner Szymanski, seconded by Commissioner Yoder to approve the agenda as printed.

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

Yes: Wittlieff, Slawinski, McBride, Szymanski, Yoder, Weiner, Memberto
No: None

CONFLICT OF INTEREST

None

APPROVAL OF MINUTES

Motion by Commissioner Memberto, seconded by Commissioner Weiner to approve the December 2, 2021, Planning Commission meeting minutes as printed.

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

Yes: Wittlieff, Slawinski, McBride, Szymanski, Yoder, Weiner, Memberto
No: None

CORRESPONDENCE

None

PUBLIC HEARING

1260 Cornell Street

Public hearing opened at 7:08 pm

Ms. Melany Neuman, 1260 Cornell Street, wished to increase the day care business at 1260 Cornell Street from 6 children to 12 children. The business is state licensed, offers a curriculum, 7:30 am to 5:30 pm operation, has assistant.

The Site Plan Review Committee had no comments on this project.

Public Comment:

Jim Grabowski, 1235 Cornell St; supported the day care business.
Public hearing was closed at 7:15 pm.

141 Washington Street

Public hearing opened at 7:15 pm

Cody Newman, project architect and Kevin Schaffer, owner:

- Reviewed renovation plans--interior, parking area, exterior
- Building to be apartments and 1 or more businesses
- Received City HDC approval for project on January 5, 2022
- Basement to be used for apartment tenants' storage use
- Long term lease, handicap accessible
- Seeking grants and historical credit
- Regulated safety renovation guidelines

Mr. Sompels reviewed the Site Plan Review Committee comments.

Public Comment:

Kate Berridge, 140 Jefferson Street; supports project.

Ms. Mehl stated abatement disposal is well regulated with licensed companies doing the work.

Public hearing was closed at 7:45 pm.

PUBLIC COMMENT ON AGENDA RELATED ITEMS

None

NEW BUSINESS

1260 Cornell Street

Motion by Commissioner Yoder, seconded by Commissioner McBride to approve the requested group day care.

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

Yes: Wittlieff, Slawinski, McBride, Szymanski, Yoder, Weiner, Memberto

No: None

141 Washington Street

Motion by Commissioner Szymanski to approve the petition for the project.

Commissioner Szymanski wished to amend his motion.

Motion by Commissioner Szymanski, seconded by Commissioner Memberto to amend the motion to include the stipulations from the site plan review committee and a 2-year permit to match the 2-year HDC permit requirements--

Stipulations:

Fire department: 3rd party suppression system and fire alarm system review needed, approved FDC location/specifications, fire hydrant within 100' of FDC, Knox box installed with new keys, needs 2-hour separation between mercantile/R-2, north side fire escape ladder inspection, elevator fits EMS stretcher without collapsing

City engineer/DPW: to review completed plans, traffic/parking curb cuts with grading construction plans, storm sewer/detention details and calculations, no run-off to neighboring properties, adequate Washington Street storm sewer, sanitary lead/potable water leads/fire suppression lead appear adequate, fire flow demands to be with construction plans, Washington Street storm tie need to occur within an existing or new manhole structure

Police: no comment provided.

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

Yes: Wittlieff, Slawinski, McBride, Szymanski, Yoder, Weiner, Memberto
No: None

Zoning Board of Appeals, Chair Glenn Zaring

Glenn Zaring, 321 5th Street, ZBA Chair; ZBA's objective is to review ordinance language as written. Looking to identify areas with discrepancies within or between ordinances, changes go to the Planning Commission then to City Council. Important for ZBA to receive training, to assist with situations. Language should be written so zoning administrators and the public can easily read and understand the meaning. Language interpreted several ways by several different people is not well written. Attorneys are a way to keep things legal.
Ms. Mehl: residents should be able to read the language and basically understand it, zoning administrators should be able to understand and assist in interpreting it, if the language is well written.

OLD BUSINESS

Tree Commission Viewsheds

Mr. Sompels submitted a memo from the city attorney regarding zoning ordinance viewsheds. Ms. Mehl read viewshed language from a local entity's zoning ordinance which helped clarify the situation for them.

Motion by Commissioner Slawinski, seconded by Commissioner Yoder for the Planning Department to bring language to the Planning Commission for approval.

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

Yes: Wittlieff, Slawinski, McBride, Szymanski, Yoder, Weiner, Memberto
No: None

PUBLIC COMMENTS AND COMMUNICATIONS

Mike Ball, 190 Quincy St; owner 400 Sibben Street Candy Mountain building. Area is R-2, building is listed as commercial, zoning on building prevents building permits to be approved for residential use. Looking for assistance to change zoning to residential not commercial use, for the ability to convert into a family fun place.

Linda Beaton, 256 Hughes St, City Mayor; Candy Mountain building. This area now zoned mix-use, supports the building project, and should have the designation for their purpose.

STAFF REPORTS

Mr. Sompels: will work on the viewshed zoning language for the next Planning Commission meeting.

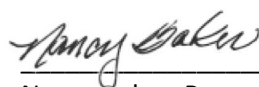
MEMBERS DISCUSSION

Chair Wittlieff inquired on the 5th Street project. Mr. Sompels will contact the project owner.

ADJOURNMENT

Motion by Commissioner Yoder, seconded by Commissioner Slawinski to adjourn the meeting. Meeting adjourned at 8:30 pm.

MANISTEE PLANNING COMMISSION



Nancy Baker, Recording Secretary