

CITY OF MANISTEE PLANNING COMMISSION

70 Maple Street
Manistee, MI 49660

MEETING MINUTES

August 4, 2022

A meeting of the Manistee City Planning Commission was held on Thursday, August 4, 2022, at 7 pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 7:00 pm by Vice Chair Slawinski.

Members Present: Robert Slawinski, Michael Szymanski, Marlene McBride, Shelly Memberto, and Roger Yoder

Members Absent: Mark Wittlieff, Pamela Weiner

Others: Katie Mehl (County Planner 1 & City Zoning Administrator), and Mike Szokola (County Planning Director)

APPROVAL OF AGENDA

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

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

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

CONFLICT OF INTEREST

None

APPROVAL OF MINUTES

Motion by Commissioner Szymanski, seconded by Commissioner Yoder to approve the July 7, 2022, Planning Commission meeting minutes as printed.

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

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

CORRESPONDENCE

None

FIRE CHIEF MARK CAMERON PRESENTAION

Chief Cameron:

- History of Fire House
- 8 full time members
- 1 member soon receiving paramedic certification, all members will then have paramedic certification
- Have assisted outside the city
- Many calls are EMS related
- Other responsibilities; site plan reviews, hydrant maintenance, building inspections, etc.

- Work water/ice rescues

PUBLIC COMMENT ON AGENDA RELATED ITEMS

None

NEW BUSINESS

101 S. Lakeshore—Permit Transfer Request

The applicant requesting the permit transfer was not in attendance.

Motion by Commissioner Yoder, seconded by Commissioner Memberto to table the 101 S Lakeshore permit transfer request until the next meeting when the applicant can be in attendance.

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

Yes: Szymanski, Memberto, McBride, Yoder, Slawinski
No: none

Master Plan Review

Ms. Mehl:

- Next step is plan details
- PC-- overall intent of the plan
- Staff-- review goals and tasks of the plan
- Any major changes which occurred
- City Manager confirmed the city has funds for Master Plan update
- Fact Sheet: states questions to be considered
- This is an RRC requirement
- Careful reviewing will be time consuming
- Last review started in 2013, was then adopted 2016
- Edible format files should be requested from company doing Master Plan

OLD BUSINESS

None

PUBLIC COMMENTS AND COMMUNICATIONS

None

STAFF REPORTS

Ms. Mehl stated the Housing Commission is looking at 300 Care Center. Mark Miller, Economic Developer will speak at the September meeting.

Mr. Szokola stated a county grant writer has been hired with a 1-year contract, with ARPA request the county approved \$15,000 for Rec Plan staffing position.

MEMBERS DISCUSSION

Commissioner McBride:

- Inquired about the trailer on Marty Spalding property; Ms. Mehl contacted Mr. Spalding—trailer being emptied and then removed from the property
- Inquired on the 8th Street old restaurant being turned into a 4-unit apartment building; several commissioners stated electrical companies have been at the site with inside work being done
- Gateway project: no plans have been received by staff

Commissioner Yoder:

- Inquired on training; MSU Extension is being contacted on obtaining training dates to occur throughout the year

Motion by Commissioner Yoder, seconded by Commissioner McBride recommending a letter be sent to City Council to consider hiring another staff person on the City Fire Department due to the increase of reviewing site plans, increase of fire inspections and increase of other obligations.

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

Yes: Szymanski, Memberto, McBride, Yoder, Slawinski

No: none

ADJOURNMENT

Motion by Commissioner Szymanski, seconded by Commissioner Yoder to adjourn the meeting. Meeting was adjourned at 8:00 pm.

MANISTEE PLANNING COMMISSION



Nancy Baker, Recording Secretary