

**CITY OF MANISTEE PLANNING COMMISSION**

70 Maple Street  
Manistee, MI 49660

**MEETING MINUTES**

September 6, 2012

A meeting of the Manistee City Planning Commission was held on Thursday, September 6, 2012 at 7pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

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

Roll Call:

Members Present: Linda Albee, Maureen Barry, David Crockett, Bill Dean, Ray Fortier, Eric Gustad, Marlene McBride, Mark Wittlief, Roger Yoder

Members Absent: None

Others: Jon R. Rose (Community Development Director), Denise Blakeslee (Planning & Zoning)

**APPROVAL OF AGENDA**

Motion by Ray Fortier, seconded by Mark Wittlief that the agenda be approved as prepared.

With a Roll Call vote this motion passed 9 to 0.

Yes: Albee, Barry, Crockett, Dean, Fortier, Gustad, McBride, Wittlief, Yoder  
No: None

**APPROVAL OF MINUTES**

Motion by Ray Fortier, seconded by Marlene McBride that the minutes of the August 2, 2012 Planning Commission Meeting be approved as prepared.

With a Roll Call vote this motion passed 9 to 0.

Yes: Dean, Fortier, Albee, Barry, Crockett, Gustad, McBride, Wittlief, Yoder  
No: None

## **PUBLIC HEARING**

Chair Yoder opened the Public Hearing at 7:04pm

### **Z12-06 – Proposed Zoning Amendment Section 1813 Bed and Breakfast, Item B.1.h**

The City of Manistee Planning Commission has reviewed Section 1813 Bed and Breakfast, Item B.1.h which establishes the number of sleeping rooms by Zoning District. The Commission has determined that this section should be deleted from the ordinance.

Denise Blakeslee, Planning & Zoning – The Planning Commission has been working on the proposed Zoning Amendment since their June Worksession. The proposed amendment eliminates item B.1.h of Section 1813 of the Bed and Breakfast Special Use Permit Standards.

A component of the Planning Commission review of the proposed amendment was that the size of the building and the ability to provide parking for customers would determine the number of rooms available at a Bed and Breakfast, resulting in the deleting item B.1.h which reads:

*h. The number of sleeping rooms rented to transient guests within a Bed and Breakfast Establishment shall not exceed the following standards:*

<i>Within the R-1:</i>	<i>4 sleeping rooms</i>
<i>Within the R-2, R-3:</i>	<i>5 sleeping rooms</i>
<i>Within the C-2, C-3 District:</i>	<i>6 sleeping rooms</i>

Chair Yoder opened the hearing for public comments.

None

Chair Yoder asked if any correspondence had been received in response to the request.

None

There were no more additional comments; the Public Hearing was closed at 7:05 pm.

Chair Yoder opened the Public Hearing at 7:05 pm

**Z12-07 – Proposed Zoning Amendment Article 2 Definitions (add definition for Outdoor Playset and Porch) Amend Section 502 Spatial and Physical Requirements Item D.**

The City of Manistee Planning Commission has drafted language that defines Outdoor Playset and Porch that would be added to Article 2 Definitions; and drafted language that would amend Section 502 Spatial and Physical Requirements, Item D.

Denise Blakeslee, Planning & Zoning – The Planning Commission has been working on the proposed Zoning Amendment since their June Worksession. The proposed amendment provides definitions for Outdoor Playset and Porch in Article 2.

The change to Article 5, Section 502 Spatial and Physical Requirements allows people to construct porches on the front of their home in the front yard setback where they would have previously needed to obtain a variance from the Zoning Board of Appeals. During the Planning Commission review of the request the commission noted that it is important to establish a feeling of neighborhood and that a home with a front porch encourages interaction in a neighborhood.

The addition of language for outdoor playsets was added because of the size and height of the new “kits” that are available at many stores.

The Commission discussed item 502.1.b.

- b. Porches built no closer than three (3) feet from the property line, subject to the provisions of Section 513 pertaining to clear vision areas. Provided that they cannot be enclosed into living area, permanently screened (creating a screened porch) or glassed (creating a sunroom), the use of screen curtains is permissible.

Consensus was to leave item 502.1.b as written.

Chair Yoder opened the hearing for public comments.

None

Chair Yoder asked if any correspondence had been received in response to the request.

None

There were no more additional comments; the Public Hearing was closed at 7:15 pm.

Chair Yoder opened the Public Hearing at 7:15 pm

**Z12-08 – Proposed Zoning Amendment to carry over the Peninsula District standards to sections of Article 5 General Provisions, Article 18 Standards and Requirements for Special Uses and Article 21 Signs**

Staff discovered that when the Peninsula District was established the new district was not applied to sections of Article 5 General Provisions, Article 18 Standards and Requirements for Special Uses and Article 21 Signs.

**Denise Blakeslee, Planning & Zoning** - The following Zoning Amendment has been prepared to address General Regulations, Special Use Permit Standards and Signage in the new Peninsula District (P-D) in the following sections of the Ordinance:

Article 5: General Regulations ADD P-D to Section 505 Water Protection, Item B; Section 511 Driveways and Curb Cuts, Item A and 515 Accessory Buildings and Structures, Item G.3.a

Article 18: Standards and Requirements for Special Uses - ADD P-D to Section 1807 Adaptive Reuse, Item C.2 and Section 1861 Motel, Item B.10

Article 21: Signs - ADD – P-D to Section 2102.A.7.a; Section 2102.A.7.b; Section 2102.A.7.c; Section 2103.H; Section 2106 Use Type 1, Low Intensity and Residential; Section 2007 Use Type 2, Commercial and Office and Section 2018 Use Type 3, Industrial

Chair Yoder opened the hearing for public comments.

None

Chair Yoder asked if any correspondence had been received in response to the request.

None

There were no more additional comments; the Public Hearing was closed at 7:18 pm.

**PUBLIC COMMENT ON AGENDA RELATED ITEMS**

Chair Yoder asked if anyone in attendance had any comments on Agenda Related Items.

None

## **NEW BUSINESS**

### **Z12-06 – Proposed Zoning Amendment Section 1813 Bed and Breakfast, Item B.1.h**

A public hearing was held earlier for a proposed Zoning Amendment to Section 1813 Bed and Breakfast, Item B.1.h. of the Zoning Ordinance.

MOTION by Ray Fortier, seconded by Eric Gustad that the Planning Commission recommends to City Council the adoption of the Proposed Zoning Amendment Z12-06.

With a Roll Call vote this motion passed 9 to 0.

Yes: Gustad, McBride, Wittlief, Dean, Fortier, Albee, Barry, Crockett, Yoder  
No: None

### **Z12-07 – Proposed Zoning Amendment Article 2 Definitions (add a definition for Outdoor Playset and Porch) Amend Section 502 Spatial and Physical Requirements Item D.**

A public hearing was held earlier for a proposed Zoning Amendment to add a definition for Outdoor Playset and Porch to Article 2 Definitions and amend Section 502 Spatial and Physical Requirements Item D.

MOTION by Ray Fortier, seconded by Marlene McBride that the Planning Commission recommends to City Council the adoption of the Proposed Zoning Amendment Z12-07.

With a Roll Call vote this motion passed 9 to 0.

Yes: Wittlief, Dean, Fortier, Albee, Barry, Crockett, Gustad, McBride, Yoder  
No: None

### **Z12-08 – Proposed Zoning Amendment to carry over the Peninsula District standards to sections of Article 5 General Provisions, Article 18 Standards and Requirements for Special Uses and Article 21 Signs**

A public hearing was held earlier for a proposed Zoning Amendment to apply the Peninsula District standards to uses in sections of Article 5 General Provisions, Article 18 Standards and

Requirements for Special Uses and Article 21 Signs.

MOTION by Maureen Barry, seconded by Ray Fortier that the Planning Commission recommends to City Council the adoption of the Proposed Zoning Amendment Z12-08.

With a Roll Call vote this motion passed 9 to 0.

Yes: Wittlief, Dean, Fortier, Albee, Barry, Crockett, Gustad, McBride, Yoder  
No: None

#### **OLD BUSINESS**

None

#### **PUBLIC COMMENTS AND COMMUNICATIONS**

None

#### **CORRESPONDENCE**

None

#### **STAFF/SUB-COMMITTEE REPORTS**

**Jon Rose, Community Development Director** – Reported on MDOT Construction projects on U.S. 31.

**Denise Blakeslee, Planning & Zoning** – Both Mr. Rose and herself will be attending the Michigan Association of Planning Conference October 17 – 19. The Commissioners were asked if they wanted to cancel or reschedule the October Worksession.

MOTION by Ray Fortier, seconded by Mark Wittlief that the October 18, 2012 Worksession be cancelled.

With a Roll Call vote this motion passed 9 to 0.

Yes: Albee, Barry, Crockett, Dean, Fortier, Gustad, McBride, Wittlief, Yoder

No: None

Ms. Blakeslee spoke of the September Worksession; the Commission will take a walking tour of the Peninsula District. Discussed changing the starting time to 6pm since the days are getting shorter

MOTION by Maureen Barry, Seconded by Linda Albee that the September 20, 2012 Worksession start time be changed to 6pm.

With a voice vote MOTION passed unanimously.

### **MEMBERS DISCUSSION**

Commissioner Gustad announced that he is running for City Council.

Commissioner Crocket asked Jon Rose for an update on the First Street Beach Project. Mr. Rose gave an update on the project.

The Planning Commission will hold a Worksession on Thursday, September 20, 2012

The next regular meeting of the Planning Commission will be held on Thursday, October 4, 2012

### **ADJOURNMENT**

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

Meeting adjourned at 7:40 pm

MANISTEE PLANNING COMMISSION

---

Denise J. Blakeslee, Recording Secretary