

MANISTEE CITY PLANNING COMMISSION  
70 Maple Street  
Manistee, MI 49660

MEETING MINUTES  
January 4, 2007

A Meeting of the Manistee City Planning Commission was held on Thursday, January 4, 2007 at 7:00 p.m. in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 7:03 p.m. by Chairman Yoder

ROLL CALL:

Members Present: Maureen Barry, Ben Bifoss, Tamara Buswinka, Dave Crockett, Ray Fortier, Eric Gustad, Harlo Haines, Tony Slawinski, Roger Yoder

Members Absent: None

Others: Cyndy Fuller (Mayor), Brian McCarthy (Blarney Castle Oil Co. - 145 Harrison Street), John Reed (104 N. Roberts Street, Ludington Car Care) Jon Rose (Community Development), Denise Blakeslee (Planning & Zoning) and Others

APPROVAL OF AGENDA:

MOTION by Ray Fortier, seconded by Tony Slawinski that the Agenda be approved as prepared.

With a roll call vote this motion passed 9 to 0.

Yes: Barry, Bifoss, Buswinka, Crockett, Gustad, Fortier, Haines, Slawinski, Yoder  
No: None

APPROVAL OF MINUTES:

Planning Commission Meeting of December 7, 2006

MOTION by Ray Fortier, seconded by Dave Crockett that the minutes of the December 7, 2006 Planning Commission Meeting be approved.

With a roll call vote this motion passed 9 to 0.

Yes: Barry, Bifoss, Buswinka, Crockett, Gustad, Fortier, Haines, Slawinski, Yoder  
No: None

**PUBLIC HEARING:**

None

**NEW BUSINESS:**

Dennis P. McCarthy, Blarney Castle Oil Co., - Planning Commission review of application to schedule a Public Hearing.

A request has been received from Dennis P. McCarthy, Blarney Castle Oil Co. for a Special Use Permit for an Automobile Repair Facility at the building at 145 Harrison Street located in the C-2 Zoning District.

Brian McCarthy (Blarney Castle Oil Co) and John Reed (Ludington Car Care) spoke of the proposed request. Blarney Castle Oil Company owns the building at 146 Harrison Street and has leased it to John Reed for an Automobile Repair Facility. The previous use was Top Notch Auto which had closed approximately 20 months previously. Under the New Zoning Ordinance a Special Use Permit is required.

Mr. Reed currently works for Ludington Car Care and with the number of customers they service from the Manistee area they decided that they should open a facility in Manistee. The proposed facility would be a NAPA Car Care Facility. They will have two licensed mechanics to start with and possibly expand to 4 mechanics by summer. There would be no more than two cars parked outside the facility for sale at any given time. Their main focus will be repairing cars. There would be no sale of gasoline at the facility and the tanks were removed years ago. Oil will be picked up and removed from the site as regulated by the State. They may install an oil burning furnace in the future that would accept used motor oil. There are no plans for the adjoining vacant lot. But it would allow for expansion of their facility in the future. They understand that expansion would require approval from the Planning Commission.

Jon Rose explained that he waived the requirement for a Site Plan. The proposed use will involve no changes to the site and will be in an existing facility that has historically provided this service. Existing parking meets the requirements of the ordinance. The Planning Commission can ask the applicant for a Site Plan if they feel it is necessary.

MOTION by Ray Fortier, seconded by Tony Slawinski that a Public Hearing be scheduled for February 1, 2007 in response to the request for Blarney Castle Oil Company for a Special Use Permit for an Automobile Repair Facility at 145 Harrison Street.

With a roll call vote this motion passed 9 to 0.

Yes: Crockett, Slawinski, Gustad, Bifoss, Haines, Fortier, Barry, Buswinka, Yoder  
No: None

### Committee Appointments

During the January Meeting the Chairman of the Planning Commission will make committee Appointments to the various sub-committees of the Planning Commission.

Chairman Yoder made the following Committee Appointments:

#### Executive Committee

Maureen Barry, Ray Fortier, Roger Yoder

#### Historic Overlay Committee

Tamara Buswinka, Dave Crockett, Tony Slawinski    Alternate - Harlo Haines

#### Master Plan Review Committee

Maureen Barry, Dave Crockett, Eric Gustad, Roger Yoder

#### Ordinance Re-write Committee

Ben Bifoss, Tamara Buswinka, Harlo Haines, Tony Slawinski

#### Plan Review/Subdivision Committee

Ben Bifoss, Tamara Buswinka, Eric Gustad, Roger Yoder

#### Zoning Board of Appeals

Ray Fortier

### By-Law Review

The Planning Commission annually review their By-Laws during the January Meeting of each year. The Planning Commission just adopted the By-Laws at their December Meeting. City Council approved the By-Laws at their meeting of December 19, 2006. No changes were necessary.

### Master Plan Review

The Planning Commission annually reviews the Master Plan during the January Meeting. The Master Plan Review Committee has been requested to hold a meeting and report back to the Planning Commission.

### OLD BUSINESS:

Appointment of a Recording Secretary 2007. Once Elected the Secretary may appoint a Recording Secretary to handle the administrative functions of the office. Maureen Barry was appointed as Secretary of the Planning Commission for 2007 but was absent at the meeting.

Maureen Barry Appointed Denise Blakeslee as the Recording Secretary of the Planning Commission for 2007.

**PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA:**

Mayor Cyndy Fuller thanked the members of the Planning Commission for their service to the community. As a former Planning Commissioner she is aware of the amount of time that the members spend attending meetings and spend on training for their positions. After meeting with a consultant who spent some time in our community she asked the Planning Commission to consider Vertical Zoning as a means for a prosperous downtown. This consultant is giving a presentation on Big Box Development on January 8<sup>th</sup> at the High School and she suggested any Commissioners attending may want to speak to him after the forum about Vertical Zoning.

Chairman Yoder asked Mayor Fuller about the status of Walmart. Mayor Fuller said that the Purchase Agreement is in the hands of the Walmart Attorneys and at this time there is not a signed agreement.

**CORRESPONDENCE:**

None Received

**STAFF REPORT:**

Worksession scheduled for January 18, 2007. Agenda will include items that the Ordinance Re-Write Committee has been working on. Sub-Committee Members were asked to schedule meeting times.

**MEMBERS DISCUSSION:**

None

**ADJOURNMENT:**

**MOTION** by Tony Slawinski, seconded by Ray Fortier that the meeting be adjourned. Motion passed unanimously.

**MEETING ADJOURNED AT 7:28 P.M.**

**MANISTEE PLANNING COMMISSION**

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Denise J. Blakeslee, Recording Secretary