

MANISTEE CITY PLANNING COMMISSION  
70 Maple Street  
Manistee, MI 49660

MEETING MINUTES  
October 4, 2007

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

Meeting was called to order at 7:00 p.m. by Chairman Yoder

ROLL CALL:

Members Present: Linda Albee, Ben Bifoss, Ray Fortier, Eric Gustad, Harlo Haines, Tony Slawinski, Roger Yoder

Members Absent: Maureen Barry, Dave Crockett

Others: Thomas Bastion (Good Shepherd Lutheran Church), Butch Strait (Elmer's), Bill Kelley (owner 307 Sixth Street), Lee Trucks (DDA), 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 amended to add Cancellation of October Worksession after Meeting/Worksession Dates 2008.

With a roll call vote this motion passed 7 to 0.

Yes: Bifoss, Albee, Gustad, Fortier, Haines, Slawinski, Yoder  
No: None

APPROVAL OF MINUTES:

Planning Commission Meeting of September 6, 2007

MOTION by Tony Slawinski, seconded by Linda Albee that the minutes of the September 6, 2007 Planning Commission Meeting be approved.

With a roll call vote this motion passed 7 to 0.

Yes: Bifoss, Albee, Gustad, Fortier, Haines, Slawinski, Yoder  
No: None

## PUBLIC HEARING:

Good Shepherd Lutheran Church - A hearing has been scheduled to allow input from the Public in response to the request from Good Shepherd Lutheran Church for a Special Use Permit. The Special Use Permit is for the construction of a parking lot (Section 902.B - Accessory use to permitted special use).

Tom Bastion representing Good Shepherd Lutheran Church explained the proposed project. The Church currently has 66 off street parking spaces with both the parking lot adjacent to the church and the lot across the street on Magill Street. There are 16 on street parking spaces on Magill Street. The church currently has two services on Sunday and would like to have one service but there would be lots of congestion and they feel that the additional parking provided for on Sixth Street would help with this problem. The proposed parking lot on Sixth Street is not that much further to walk if you use the doors on Cypress Street. They have approached the house to the east and they have had no response to their inquiry to purchase.

Mr. Bastion explained the proposed parking lot layout. They would be closing two curb cuts on Cypress Street, access would be from Sixth Street only (no access from the alley), barrier free access for cross street that is off set would be installed and the slope would meet ADA requirements, they revised the plan from 22 spaces to 18 spaces reserving the alley for residences only, they deepened the retention basins for 100 year storm standards, they are preserving 4 mature trees, they want to install a small sign "Parking for Good Shepherd Church".

Commissioner Albee noted that the lot was not well maintained and the proposed plan would improve the site.

Commissioner Slawinski questioned the benchmark that was uses on the plan.

Chairman Yoder asked if there would be any lighting. Mr. Bastion said that there would be none. Chairman Yoder asked about snow removal. Mr. Bastion said that they would use the same professional snow removal service that they use for their other parking lots.

Bill Kelley, owner of 307 Sixth Street (property to the east) - Mr. Kelley said that they have experienced flooding at that location before when the storm drains are plugged. This has resulted in flooding of his property. Butch Strait, Elmer's explained the way the water retention areas were design for a 100 year storm up to 5.8" of rain in one hour. They enlarged the storm retention areas from the original plan.

Mr. Kelley has a concern about snow being piled on the site. Mr. Bastion said that they contract for plowing and snow removal.

There being no further Public Comment the Public Hearing was closed at 7:20 p.m.

## NEW BUSINESS:

Good Shepherd Lutheran Church

A Public Hearing was held earlier in response to a request from Good Shepherd Lutheran Church for a Special Use Permit for the construction of an off site parking lot (Section 902.B - Accessory use to permitted special use).

MOTION by Ray Fortier, seconded by Tony Slawinski to adopt a resolution to approve the request from Good Shepherd Lutheran Church for the construction of an off site parking lot.

Commissioner Bifoss asked Jon Rose about his interpretation of the Zoning Ordinance. Mr. Bifoss is concerned that the parcel is not contiguous to the church and there is no on site principal use. Mr. Bifoss feels that this is setting an undesirable precedence.

VOTE ON MOTION TO AMEND MAIN MOTION REQUIRING THE ZONING BOARD OF APPEALS INTERPRETATION OF THE ZONING ORDINANCE

MOTION by Ben Bifoss, seconded by Harlo Haines to amend the motion to include the requirement that the request for the construction of an off site parking lot is subject to the Zoning Board of Appeals concurrence with the Zoning Administrators interpretation of the Zoning Ordinance.

With a roll call vote the motion passed 7 to 0 with voting as follows:

Yes: Fortier, Albee, Bifoss, Haines, Slawinski, Gustad, Yoder  
No: None

VOTE ON MAIN MOTION AMENDED TO READ AS FOLLOWS:

MOTION by Ray Fortier, seconded by Tony Slawinski to adopt a resolution to approve the request from Good Shepherd Lutheran Church for the construction of an off site parking lot if the Zoning Board of Appeals concurs with the Zoning Administrator's interpretation of the Zoning Ordinance.

With a roll call vote this motion passed 7 to 0.

Yes: Haines, Bifoss, Gustad, Fortier, Slawinski, Albee, Yoder  
No: None

Meeting/Worksession Dates 2008.

A schedule of tentative Meeting and Worksession Dates was s been prepared for 2008 for the Planning Commission to review.

MOTION by Ray Fortier, seconded by Linda Albee that the 2008 City of Manistee Planning Commission Meeting and Worksession Dates for 2008 be scheduled for 7:00 p.m. in the Council Chambers as follows:

MEETINGS

January 3, 2008  
February 7, 2008  
March 6, 2008  
April 3, 2008  
May 1, 2008  
June 5, 2008  
July 3, 2008  
August 7, 2008  
September 4, 2008  
October 2, 2008  
November 6, 2008  
December 4, 2008

WORKSESSIONS

January 17, 2008  
February 21, 2008  
March 20, 2008  
April 17, 2008  
May 15, 2008  
No Worksession  
No Worksession  
No Worksession  
September 18, 2008  
October 16, 2008  
November 20, 2008  
No Worksession

With a roll call vote this motion passed 7 to 0.

Yes: Fortier, Albee, Bifoss, Haines, Slawinski, Gustad, Yoder  
No: None

Cancel October Worksession

The Planning Commission has a worksession scheduled for Thursday, October 18, 2007 at 7:00 p.m. in the Council Chambers. This worksession is the same date and time as the Small Town Design Initiative for Manistee Lake Area. The Planning Commissioners discussed attending the Initiative.

MOTION by Ray Fortier, seconded by Linda Albee that the Planning Commission cancel their October 18, 2007 worksession so the members of the Planning Commission can attend the Small Town Design Initiative for Manistee Lake Area

With a roll call vote this motion passed 7 to 0.

Yes: Bifoss, Albee, Gustad, Fortier, Haines, Slawinski, Yoder  
No: None

**OLD BUSINESS:**

None

**PUBLIC COMMENTS AND COMMUNICATIONS:**

Lee Trucks (DDA) - Mr. Trucks asked when the Planning Commission was going to discuss vertical zoning?

**CORRESPONDENCE:**

None

**STAFF REPORT:**

In response to Mr. Trucks concerns the Zoning Ordinance Re-write Sub-Committee scheduled a meeting for 4:00 p.m. on October 11, 2007 in the Executive Council Chambers.

Jon Rose said that he was glad to see the Planning Commission cancelled the worksession to attend the Small Town Initiative, the Planning Commission has not had the ability to provide any input into the process because all of the meetings have been scheduled the same time as Planning Commission Meetings.

Mr. Rose said that he has been in contact with Narconon regarding the status of their Special Use Permit. Ms. Wickstrom assured him that they had advertised to bid to select a design build team in June. She is suppose to supply documentation supporting this claim. This would put the time for abandonment at June 2008 without any further efforts.

**MEMBERS DISCUSSION:**

Commissioner Slawinski asked about the progress at Joslin Cove. Mr. Rose said that the Water and Sewer connections for the project needs to meet the requirements for connection. The developer and City are working to reach an agreement so Certificates of Occupancy can be issued.

Commissioner Gustad said that he is concerned about the Auto Care facility on U.S. 31.

It was noted that they have a trailer and truck behind the building and are not complying with the requirements of their Special Use Permit. Mr. Rose stated that the owner of the property, not the person operating the business, is the holder of the permit. Mr. Rose will review the status of the facility.

ADJOURNMENT:

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

MEETING ADJOURNED AT 7:58 P.M.

MANISTEE PLANNING COMMISSION

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Denise J. Blakeslee, Recording Secretary