

CITY OF MANISTEE PLANNING COMMISSION

70 Maple Street
Manistee, MI 49660

MEETING MINUTES

September 5, 2013

A meeting of the Manistee City Planning Commission was held on Thursday, September 5, 2013 at 7 pm 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: Maureen Barry, David Crockett, Bill Dean, Ray Fortier, Marlene McBride, Mark Wittlief, Roger Yoder

Members Absent: None

Others: Dr. Edward Hybza & Jeanne Hybza (4008 Lakeshore Road), Dale & Anita Priester (346 Fourth Street), Bob & Mary Ann Grabowski (341 Fourth Street), Mitch Deisch (City Manager), Denise Blakeslee (Planning & Zoning) and others

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 7 to 0.

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

APPROVAL OF MINUTES

Motion by Bill Dean, seconded by Maureen Barry that the minutes of the August 1, 2013 Planning Commission Meeting be approved as prepared.

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

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

PUBLIC HEARING

Chair Yoder opened the Public Hearing at 7:03 pm

PC-2013-06 – Dr. Edward P. Hybza D.C. and Jeanne Hybza – Special Use Permit for a Medical Office at 331 Fourth Street

Dr. Edward Hybza – this building will suit their needs for their Chiropractic Office.

Chair Yoder opened the hearing for public comments.

Anita Priester, 346 Fourth Street – has lived in the neighborhood since 1976, this will be ideal for the neighborhood and gives the proposal her full support.

Bob Gutowski, 341 Fourth Street – has no objection, gives the project his full support and hopes to be able to park in the parking lot during the winter.

Mary Ann Grabowski, 341 Fourth Street – Gives the project her full support and noted that there was a typo on the Agenda; the address should be 331 Fourth Street not 311 Fourth Street.

Denise Blakeslee, Planning & Zoning – The former Jehovah’s Kingdom Hall was located on parcel 51-574-731-01 and the parking lot to the west is located on parcel 51-574-731-03. These parcels are located in the R-2 Medium Density Residential Zoning District.

In the R-2 Zoning District a Medical or Dental Office is a Special Use that requires frontage on a key street segment. Parcel 51-574-731-01 has frontage on Cypress Street which is a Key Street Segment as defined in Section 532 of the City of Manistee Zoning Ordinance.

Staff has reviewed the site plan and the request meets all of the requirements except for Section 903 District Standards, Item A Parcel area reads...“No duplex, multiple unit or commercial structure shall be established on any parcel less than ten thousand (10,000) square feet in area.”... The applicant can meet this requirement by requesting that the two parcels be combined into one parcel.

Staff recommends that the following condition be placed on the Special Use Permit if the Planning Commission were to approve the request.

The Applicant shall request to combine both parcels 51-574-731-02 and 51-574-731-03 into one parcel to meet the requirement of Section 903.A “No duplex, multiple unit or commercial structure shall be established on any parcel less than ten thousand (10,000) square feet in area.”

This permit would allow either a medical or dental office at this location.

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

No Correspondence was received.

There were no more additional comments; the Public Hearing was closed at 7:08 pm.

PUBLIC COMMENT ON AGENDA RELATED ITEMS

None

NEW BUSINESS

PC-2013-06 – Dr. Edward P. Hybza D.C. and Jeanne Hybza – Special Use Permit for a Medical Office at 331 Fourth Street

During the Business portion of the meeting the Planning Commission reviewed the request for a Special Use Permit from Dr. Edward P. Hybza D.C. and Jeanne Hybza for a Medical Office at 331 Fourth Street.

Staff drafted a resolution to approve and a resolution to deny the request. Dr. Hybza brought in an updated site plan after the resolutions were drafted and the date for the site plan on the Resolution will be changed to 8/19/13.

MOTION by Maureen Barry, seconded by Ray Fortier to adopt a resolution to approve with conditions the request from Dr. Edward P. Hybza D.C. and Jeanne Hybza for a Special Use permit for a Medial Office at 331 Fourth Street as submitted with application PC-2013-06.

Condition will read:

- The Applicant shall request to combine both parcels 51-574-731-02 and 51-574-731-03 into one parcel to meet the requirement of Section 903.A “No duplex, multiple unit or commercial structure shall be established on any parcel less than ten thousand (10,000) square feet in area.”

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

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

No: None

Manistee Environmental Stewardship Assessment

Members of the Planning Commission received a copy of the Manistee Environmental Stewardship Assessment prepared by the Northwest Michigan Council of Governments. Scott Gest, Regional Planner, Michigan Council of Government was at the Planning Commission to give an overview of the study and to answer questions.

The project was funded through Michigan Coastal Management Program, Office of the Great Lakes, Department of Environmental Quality through a grant from the National Oceanic and Atmospheric Administration, U.S. Department of Commerce.

Discussion included how much information is in the plan; could be used and/or referenced in the Master Plan; service at Manistee Blacker Airport.

OLD BUSINESS

None

PUBLIC COMMENTS AND COMMUNICATIONS

Dale Priester, 346 Fourth Street – Thanked and commended the commissioners for their service to the community

CORRESPONDENCE

None

STAFF/SUB-COMMITTEE REPORTS/MEMBERS DISCUSSION

Denise Blakeslee, Planning & Zoning – discussed with the Commissioners upcoming meetings and workshops.

Ms. Blakeslee also spoke to the Commission about Manistee Place/The Woda Group. It has come to her attention that changes have been made to the site plan for the Manistee Place Apartment Complex (former Chalet West Apartments). Changes include relocation of dumpsters/changes in the parking layout/change in fence design (including length of the fence)/need to relocate sign to name a few. Changes to the Site Plan need to be reviewed and approved by the City.

The Commission agreed to schedule a Special Meeting with their Worksession on September 19, 2013 if necessary.

MEMBERS DISCUSSION

Commissioner Crocket – wanted to thank Dr. and Mrs. Hybza for locating their office in the City.

Commissioner Wittlief – felt that the Medial Office was a good use for the building and noted that an offer on the property fell through about two years ago.

Commissioner McBride – said City Employees did a great job over the holiday, everything was clean and orderly.

Commissioner Barry – took the Firewise training via a webinar, lots of good information.

Chair Yoder – express his concerns about semi-trucks using Sixth and Seventh Street to get to Morton's.

City Manager Mitch Deisch – they are aware of the problem, drivers using GPS are being misdirected down these streets instead of to the Truck Route.

Discussion about signage, size of signage and additional signage that could be developed to alleviate this problem.

The Planning Commission will hold a Worksession on Thursday, September 19, 2013

The Planning Commission had rescheduled the October meeting to Thursday, October 10, 2013

ADJOURNMENT

Motion by Ray Fortier, seconded by Marlene McBride that the meeting be adjourned. MOTION PASSED UNANIMOUSLY.

Meeting adjourned at 7:40 pm

MANISTEE PLANNING COMMISSION

Denise J. Blakeslee, Recording Secretary