

Manistee County Planning Building • 395 Third Street • Manistee, Michigan 49660

DRAFT
Thursday, September 28, 2023
6:15 pm

Planning Department Conference Room
395 Third Street, Manistee Michigan

MINUTES

A. Call to Order, Pledge of Allegiance and Roll Call.

The meeting was called to order by Chair Becker-Witt at 6:45 pm.

Members Present: Eleanor DeYoung, Glenn Zaring, Duane Jones, Ted Batzer, Phil Landis, Margaret Batzer and Mary Becker-Witt

Members Absent: None

Ex-OFFICIO MEMBERS PRESENT: Mike Szokola Planning Director, Jodie Lynch Planner 1, and Nancy Baker Planning Secretary/Assistant to Planner.

OTHERS PRESENT: Zach Vega NWNW

B. Approval of the Agenda

Mr. Landis moved, seconded by Mr. Jones to approve the September 28, 2023, agenda as printed. Motion passed with a voice vote.

C. Public Comment.

None

D. House Keeping Business

Act to approve the August 24, 2023 Minutes.

Mr. Batzer moved, seconded by Mr. Landis to approve the August 24, 2023, minutes as printed. Motion passed with a voice vote.

E. New Business & Communications

1. County Master Plan—Zach Vega NWNW

- Parks and Recreation Plan, completed Master Plans for other entities
- Contracted to complete County Master Plan
 - Review current plan content
 - Acquire data
 - Develop and update maps
 - Public input
 - Planning for collaborative zoning
 - Develop primary plan content

2. EGLE Report

Mr. Szokola:

- Passed EGLE Soil Erosion/Sediment Control program evaluation
- EGLE very pleased with county program and have used county as an example to others

**Chair Becker-Witt, per Norman Township, Hoxeyville Road is to be spelled with an “e”. The request is for the Planning Department to change this for future records. Mr. Szokola stated Hoxeyville Road, with the e, is listed in the Act 51 Road Atlas.

3. Chalker Road Address Issues

Mr. Szokola:

- Contacted by landowners
- Addresses should be issued with even numbers; current addresses issued with odd numbers
- Causing issues with Norman Township Fire Department

Planning Department staff recommend approval of the address changes to the corresponding parcels to be in compliance with 911, the National Guidelines, and the Manistee County Address Ordinance.

Ms. Batzer motioned seconded by Mr. Zaring to approve the address changes as recommended by Planning Staff. Motion passed with a voice vote.

4. Other Business from Planning Commission members or its staff

None.

F. Unfinished Business and Reports.

1. Planning Department Update

Mr. Szokola:

- ❖ Under budget, contingency funds used for training, possibly obtaining new conference room chairs
- ❖ Reviewed Soil Erosion report
- ❖ Last day with PD 9/28/23; thanked PC for all the great support, going to NWNW
- ❖ Contracts
 - Arcadia and Onekama Townships, Bear Lake, and Eastlake Villages- renewed contracts with increase
 - Bear Lake Township contract ends 12/20/23
 - City contract not renewed, they hired a planner
 - Code enforcement contract renewed

Ms. Lynch:

- ❖ Being more present in communities
- ❖ Attending entity board/planning commission meetings
- ❖ 2 upcoming ZBA-1 each Bear Lake/Onekama Townships
- ❖ Onekama Township Portage Point Inn SUP—some requested issues passed; others tabled

- ❖ A property brought into compliance
- ❖ Bear Lake Township fee schedule
- ❖ Taking soil erosion training with Ms. Baker
- ❖ Will attend 1 day of Planning Conference in Traverse City

Mr. Zaring:

- ❖ Sent code enforcement letters to contracted townships and villages
- ❖ Work with people-ticket is not given on first attempt regarding issue
- ❖ Property owners responsible for cleanup not property renter

2. Meetings and Trainings Attended by Planning Commission Members

Ms. Batzer: contact with community member who praised Ms. Lynch and Ms. Sorensen as they were the staff whom they interacted with

G. Adjourn

The meeting was adjourned by Call of the Chair at 7:29 pm.

Respectfully submitted,

Nancy Baker

Nancy Baker, Recording Secretary, for

Eleanor DeYoung, Secretary, Manistee County Planning Commission

Date: September 28, 2023