

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

DRAFT
Thursday, February 24, 2022
6:15 pm

Manistee County Board Room
415 Third Street
Manistee, Michigan

MINUTES

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

Vice Chair Zaring called the meeting to order at 6:15 p.m.

Members Present: Eleanor DeYoung, Glenn Zaring, Ted Batzer, Duane Jones, and Margaret Batzer

Members Absent: Phil Landis and Mary Becker-Witt

EX-OFFICIO MEMBERS PRESENT: Mike Szokola Planning Director, Zach Sompels City Zoning /Planner 1, Katie Mehl Planner 1, and Nancy Baker Planning Secretary/Assistant to Planner

OTHERS PRESENT: Pat Bentley P.S., County Surveyor

B. Approval of the Agenda

Ms. Batzer moved, seconded by Mr. Jones to approve the February 24, 2022, agenda as printed. Motion passed with a voice vote.

C. Public Comment.

None

D. House Keeping Business

a. Act to approve the January 27, 2022 Minutes.

Ms. Batzer wished to amend the agenda under F. 3. Meetings and Trainings Attended by Planning Commission Members; change ARCA to ARPA.

Mr. Jones moved, seconded by Mr. Batzer to approve the January 27, 2022, minutes as amended. Motion passed with a voice vote.

E. Unfinished Business and Reports.

1. Remonumentation Report—Pat Bentley, County Surveyor

Mr. Bentley: he and Ms. Papineau completed their 2021 corners, submitted 2021 closeout report to the State, submitted 2022 grant and should receive the grant money soon, using the same Peer Group and Contractors for 2022, USFS- have a new surveyor, they do forest service land corners, do not use grant money.

2. Planning Department Update

Mr. Szokola:

- Brownfield ordinance: rewriting policy/procedures, merging several counties policies to fit our county, will bring to PC for approval then submitting to Policy Committee for adoption (see BRA 2/24/22 meeting minutes for Joslin Cove update)
- County Recreation: plan submitted and approved by EGLE
- Reviewing/rewriting job descriptions
- Department receiving many requests for map making
- Thanked Ms. Sagala for the directors meeting, very helpful to know how other departments work and how the Planning Department can work with them
- Weekly meetings with Chamber: discuss developments coming into the county, assisting the developers with the process
- All department forms are on the county website and kept updated

Ms. Mehl:

- Staff working on internal policies/procedures
- Arcadia Township ZO and map should be effective March 1
- Assisting Mr. Gibson with issuing tickets, taking pictures for him
- Taking virtual training beginning of March
- Onekama Township ZBA issue should be resolved

Mr. Sompels:

- City PUD: 314 Sibben Street; remodel and additions to building
- Ironworks; requesting extension
- Submitted letter of resignation to the County

3. Meetings and Trainings Attended by Planning Commission Members

Ms. Batzer: County Board special meeting- ARPA fund discussion- need to allocate by 2026- process of submission of funds, Recycle program- transition of new director, Technology- broadband project presentation, Trails-Snowbirds expanding their trail system from Brethren to Kaleva and down to casino- Rec Plan hoping to piggyback on this.

Mr. Zaring: Technology- Connecting of Manistee doing survey- verifying need in certain areas.

F. New Business & Communications

1. 17484 Third Street, Arcadia, Address Issue

Ms. Mehl: owner requested change of address, have even number and structure is on odd side of the street. Staff recommends changing parcel 51-01-700-032-00 address of 17484 Third Street to 17481 Third Street Arcadia, to be in compliance with the Address Ordinance, MSAG range and enabling 911 services to effectively locate the structure.

Motion by Ms. Batzer, seconded by Ms. DeYoung to approve parcel 51-01-700-032-00 address change, 17484 Third Street to 17481 Third Street Arcadia. Motion passed with a voice vote.

2. Code Enforcement Report

Mr. Gibson submitted his January 2022 report for review.

3. Manistee Township Zoning Amendment

Ms. Mehl: Manistee Township Z.O. Text Amendment to Section 1050 Driveways and Private Street Standards. Implemented the new text amendment review form containing the amendment information for the PC. Staff recommends approval based on the following-- is consistent with the standards required for roads by the Manistee County Road Commission, provides concise and reasonable procedures for current and potential property owners who are serviced by private roads in Manistee Township, and will not have an adverse effect on surrounding land use.

Motion by Mr. Jones, seconded by Mr. Zaring to approve the Manistee Township Text Amendment for the above-mentioned recommended reasons. Motion passed with a voice vote.

4. Soil Erosion Ordinance

Mr. Szokola: mirrored another county's ordinance with language changes to reference Manistee County, kept many parts of Manistee County ordinance, section added refers to hired contractors/developers with the ability to fine them for working without a permit, EGLE must approve the ordinance, fee schedule updated referencing another county's fees, fee chart modified to fit Manistee County.

Motion by Ms. Batzer, seconded by Mr. Jones to send the revised and updated Manistee County Soil Erosion and Sedimentation Control Ordinance to EGLE for approval, not including the updated fee schedule. Motion passed with a voice vote.

5. Other Business from Planning Commission Members or Staff

None.

G. Adjourn

Meeting was adjourned by call of the Vice Chair at 7:20 pm.

Respectfully submitted,



Nancy Baker, Recording Secretary, for
Eleanor DeYoung, Secretary, Manistee County Planning Commission
Date: February 24, 2022