

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

6:15 p.m., Thursday
April 22, 2021

ZOOM PLANNING DEPARTMENT BUILDING
395 Third Street
Manistee, Michigan

MINUTES

The Manistee County Planning Commission is operating remotely and electronically by Zoom under PA 254 of 2020 due to the COVID-19 pandemic.

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

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

Members Present: Bob Rishel—Stronach Township, Manistee MI, Ted Batzer—Stronach Township, Manistee MI, Phil Landis—Manistee, MI, Margaret Batzer—City of Manistee, MI, Glenn Zaring—City of Manistee, MI, Mary Becker-Witt—Wellston MI, and Sharon Goble—Pleasanton Township, Bear Lake MI

Members Absent: none

Ex-OFFICIO MEMBERS PRESENT: Mike Szokola, Planning Director, Zach Sompels, City Zoning /Planner 1, Katie Mehl, Planner 1, and Nancy Baker, Assistant to Planner--all at Planning Department office, City of Manistee, MI

OTHERS PRESENT: Lisa Sagala, County Administrator—City of Manistee MI, Robert Blackmore—Onkama Township MI, and Mary Reilley, MSU Extension—Ludington MI

B. Approval of the Agenda.

Ms. Goble wished to amend the agenda to add under E. Unfinished Business, Special Committee Meeting and under F. New Business, Onkama Township Zoning Ordinance Amendment.

Ms. Goble moved, seconded by Ms. Becker-Witt to approve the agenda as amended.

Roll call vote:

Yes: Mr. Batzer, Ms. Becker-Witt, Ms. Batzer, Mr. Landis, Mr. Zaring, Ms. Goble, and Mr. Rishel

No: None

C. Public Comment.

Ms. Mary Reilley stated she joined the meeting to introduce herself, and to observe.

D. House Keeping Business

a. Act to approve the March 25, 2021 Minutes.

Mr. Zaring moved, seconded by Ms. Goble to approve the March 25, 2021

minutes as printed.

Roll call vote:

Yes: Mr. Batzer, Ms. Becker-Witt, Ms. Batzer, Mr. Landis, Mr. Zaring, Ms. Goble, and Mr. Rishel

No: None

F. Unfinished Business and Reports.

1. USFS—Mark Herberger, USFS

Mr. Herberger reviewed the SOPA report. Discussion ensued on the following items: river sandbanks along the Little Manistee River and rehabilitation to stabilize the collapsing banks, gypsy moths, oak wilt, and no cutting parts of an oak tree during the window date of April 15-July 15.

2. Planning Department Update

Mr. Szokola:

- Working on zoning contracts
- Met with subcommittee, office needs more time to train staff before taking on additional staff for planning work
- Rec Comm looking for staff support, present office workload does not allow for staff to assist the Rec Comm
- Working on office job descriptions, per County Administration (Co Admin) office
- Budget, discussing with Co Admin the future planning office vision

Ms. Goble reported on the Special Committee

- Reviewed the following on her own; office job descriptions, enabling legislation, roll of the Planning Commission (PC), staff support and projected PD expectations
- Current unmet planning needs: County Master Plan update (adopted in 2009, 5-year plan), Co Rec Plan (currently contracted with NWNW), Capital Improvement Plan update, Solid Waste Management Plan (state is expecting an update in the near future), short staffed for the workload in the department
- MSU Extension offering PC role training

Ms. Sagala stated there are concerns of planning going on the wayside, current staff are still being trained.

Mr. Szokola has requested a quote from NWNW for Capital Improvement and Master Plan work.

Discussion ensued on the present township/village/city contracts, planning is needed but present staff time does not allow for planning, short- and long-term goals for staff and how to be able to move staff forward, present vision for PD to the County Board, PC training from MSUE.

Mr. Landis moved, seconded by Mr. Zaring for the Planning Commission to support the Planning Department to renegotiate the City contract.

Mr. Landis amended his motion to send a letter of support from the Planning Commission to the County Board for the renegotiating of the City contract.

Roll call vote:

Yes: Mr. Batzer, Ms. Becker-Witt, Ms. Batzer, Mr. Landis, Mr. Zaring, Ms. Goble, and Mr. Rishel

No: None

The subcommittee will compile a vision of goals and objectives to present to the PC. Ms. Sagala, Mr. Szokola and Ms. Reilly will attend this meeting.

Mr. Sompels: SUP in Marihuana District with a grow facility on the same property as a provision center, HDC is seeing more activity occurring, and the department has not received any new hotel development information.

Ms. Mehl: attended Bear Lake Township Board meeting discussing following the zoning ordinance, and land use permit applications in all 3 townships has increased.

3. Staff Reports

a. March 2021 Expense Report

Mr. Szokola reviewed the expense report. Ms. Sagala stated the PD budget is 8% under budget. Discussion ensued regarding the report being included in the packets for review but not placing the report on the agenda.

Mr. Zaring moved, seconded by Mr. Landis to remove the expense report from all future agendas.

Roll call vote:

Yes: Mr. Batzer, Ms. Becker-Witt, Ms. Batzer, Mr. Landis, Mr. Zaring, Ms. Goble, and Mr. Rishel

No: None

4. Meetings and Trainings Attended by Planning Commission Members

Mr. Zaring, Connect Manistee group for broadband are working through county broadband issues (good progress is being made), attempting to find a company to handle the broadband services that county residents' need.

Ms. Batzer, Ways n Means discussed a possible grant writer for the county and has the support of most of the County Board, an in-house or contracted position is unknown at this time: Green Team is supportive of Part 1-15 possible funding for Solid Waste Planning in the state, different bills are in support of portions of Solid Waste process: recycling funding is available: trail update--public comment was provided to the County Board by Ms. Heintzelman MMCF, Ms. Goble PC, and Mr. Coe Snowbirds, the PD does not have the ability to provide work for trail planning, a portion of the \$25,000 grant was returned to MMCF, work on trails is moving forward and looking at combinations of nonmotorized and snowmobile use during the changing seasons.

Ms. Goble, Rec Commission 1st meeting was rescheduled due to incorrect posting per Open Meetings Act, officers were elected at the rescheduled meeting; NWNW is working on up-to-date jurisdiction resolutions to include them in the Trail Plan (15 of 21 received), recreational accesses are being located and placed into a spreadsheets/data map for the county trail rewrite, past and present surveys for Co-Wide Parks Recreation plan will be compared, the drafted lake area plan is to be placed into the Trail Plan, SMARTrails Friends Group has 501c3 certification.

4. Sub-Committee Meeting

This was discussed under Planning Update.

G. New Business & Communications

1. Onkama Township Zoning Ordinance Amendment—Katie Mehl

Ms. Mehl gave an overview of the minor zoning amendments to the Onekama Township Zoning Ordinance. The PC has 30 days to review and comment on the amendments. The County Planning Commission recommended Onekama Township include glare and heat standards under Subsection E.

2. Other Business from Planning Commission Members or Staff
None.

G. Adjourn

The meeting was adjourned by call of the Chair. The meeting adjourned at 8:25 pm.

Respectfully submitted,

Nancy Baker

Nancy Baker, Recording Secretary, for
Mary Becker-Witt, Secretary, Manistee County Planning Commission
Date: April 22, 2021