



PLANNING COMMISSION  
PLANNING DEPARTMENT  
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Manistee County Planning Building • 395 Third Street • Manistee, Michigan 49660

Thursday, May 25, 2023  
6:15 pm

Manistee County Board Room  
415 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 6:15 pm.

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

Members Absent: Eleanor DeYoung

Ex-OFFICIO MEMBERS PRESENT: Mike Szokola Planning Director, Katie Mehl City Zoning /Planner 1, Jodie Lynch Planner 1, Nancy Baker Planning Secretary/Assistant to Planner

OTHERS PRESENT: Pat Bentley PS, County Surveyor

### B. Approval of the Agenda

**Mr. Landis moved, seconded by Mr. Zaring to approve the May 25, 2023, agenda as printed. Motion passed with a voice vote.**

### C. Public Comment

None

### D. House Keeping Business

Act to approve the April 27, 2023 Minutes

**Ms. Batzer moved, seconded by Mr. Zaring to approve the April 27, 2023, minutes as printed. Motion passed with a voice vote.**

### E. Unfinished Business and Reports

#### 1. Remonumentation Report—Pat Bentley

- 2022
  - 2 surveyor contractors completed and recorded all work
  - New state program director
  - Close out report submitted
- 2023
  - Grant amount up from 2022, each surveyor will do 2 more corners
- USFS doing some corners

- New Peer Review member: Alex Altmaier, replaced Sam Barnett
- Contracts sent out

Mr. Landis left the meeting at 6:25 pm.

## 2. Planning Department Update

Mr. Szokola:

- ❖ Soil erosion (se)
  - Monthly update reports
  - EGLE using County SE department as model to other counties
  - EGLE pleased with Manistee County process
- ❖ Code enforcement
  - Working on monthly update reports
  - Onekama Village/Township 30 investigated properties, 23 resolved, several tickets
- ❖ Brownfield; Special Meeting, Monday May 31<sup>st</sup> 4 pm, Planning Building
- ❖ Onekama Village amendments and discussion
  - Boutique hotels in commercial district, less than 9 rooms
  - Both sides of street allowing eating/drinking establishments
  - Hotels, lighting standards, off street parking, signage

Ms. Mehl:

- ❖ North Regional Transportation Alliance Community Meeting
  - Community outreach/input in each county
  - Plan development and NWNW doing staff plan
- ❖ City
  - Food trucks, new restaurants, golf cart rentals
  - By-law amendments
  - Contract ending, department possibly take on other communities
- ❖ Manistee Forward in Arcadia Township
- ❖ Arcadia Township: working on short term rentals
- ❖ Township zoning contracts expiring
  - Presentation to county contracted communities
  - Bear Lake and Arcadia Townships contract increase to be requested

Ms. Lynch:

- ❖ Bear Lake Township
  - Issued 20 permits and 2 SUPs
  - Zoning ordinance language amendment: temporary use permits 60 to 90 days and have 2 permits per year not 1
  - On Google drive- allows for sharing files
  - Zoning violation-entire office worked different capacities
- ❖ Onekama Township; Master Plan public hearing
- ❖ Contract presentation to Onekama and Arcadia Townships, well-received

## 3. Meetings and Trainings Attended by Planning Commission Members

Ms. Batzer:

- ✓ budget time, staff evaluations, switched to PTO

- ✓ Part 115-State Solid Waste Plan- county needs updating- not updated in 20+ years, counties can collaborate, 10-county region-each county 1 rep on board, fund amount for county unknown, \$10,000 per county if collaborating regionally, implement by 2026, population over 5,000 may have to offer curbside recycling- composting rules
- ✓ Trout Unlimited received grant- restoration of riparian eco system
- ✓ NICRA provides administrative costs for writing grants

Mr. Batzer: Oaks Facility prison meeting-mask requirements lifted except health care area, 13 open positions, 6 new recruits, about 1,000 inmates’, about 200 employees

Mr. Zaring: MTA dinner meeting

## F. New Business and Communications

### 1. Wexford County Master Plan (MP)

Ms. Mehl:

- Meets Planning Enabling Act
- PC recommended blight be added to MP, correct typos
- Department supports the plan
- Signature from Chair Becker-Witt required

**Ms. Batzer motioned, seconded by Mr. Jones to support the Wexford County Master Plan. Motion passed with a voice vote.**

### 2. Kaleva Master Plan

Mr. Szokola: Village of Kaleva and Maple Grove Township Master Plan

- Zoning plan needs to be included and defined
- Has public utilities with structures
- Provide location of water
- Is joint plan- requires a Capital Improvement plan
- Typos to be corrected

Commissioners’ comments: plan and graphics done well, great job by NWNW, many different entities in community center (located in old school), center well set up.

**Mr. Jones motioned, seconded by Ms. Batzer to approve the Village of Kaleva and Maple Grove Township Joint Planning Commissions proposed Master Plan with the grammatical corrections as noted, and encourage implementation of recommendations for the information that is required when reasonably considered pertinent under Section 33(2)(c) of the Michigan Planning Enabling Act. Motion passed with a voice vote.**

### 3. Bear Lake Zoning Amendment

Ms. Lynch:

- Bear Lake Planning Commission did not approve 2-year time limit on SUPs
- BLPC not recommending to the Bear Lake Township Board

**Ms. Batzer motioned, seconded by Mr. Jones to support the Bear Lake Planning Commissions’ recommendation to the Bear Lake Township Board. Motion passed with a voice vote.**

4. Other business from Planning Commission members or its staff

Mr. Batzer inquired about the County Master Plan rewrite. Mr. Szokola stated this will start July/August- County board has approved the amount for this- public input sessions will be held- general steps of process timeline.

G. Adjourn

The meeting was adjourned by call of the chair at 7:48 pm.

Respectfully submitted,

*Nancy Baker*

Nancy Baker, Recording Secretary, for  
Eleanor DeYoung, Secretary, Manistee County Planning Commission  
Date: May 25, 2023