



**PLANNING DEPARTMENT**  
(231) 723-6041  
Fax (231) 398-3526  
planning@manisteecountymi.gov

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

DRAFT  
Thursday, May 26, 2022  
6:15 pm

Manistee County Board Room  
415 Third Street  
Manistee, Michigan

## MINUTES

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

**Chair Becker-Witt called the meeting to order at 6:15 p.m.**

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

Members Absent: Duane Jones

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

OTHERS PRESENT: none

### B. Approval of the Agenda

**Mr. Landis moved, seconded by Mr. Zaring to approve the May 26, 2022, agenda as printed. Motion passed with a voice vote.**

### C. Public Comment.

None

### D. House Keeping Business

Act to approve the April 28, 2022 Minutes

There were no changes to the minutes.

**Mr. Zaring moved, seconded by Mr. Landis to approve the April 28, 2022, minutes as printed. Motion passed with a voice vote.**

### E. Unfinished Business and Reports.

#### 1. Planning Department Update

Mr. Szokola:

- Master Plan: no bids received, many responded they are booked up with work, NWNW will submit a bid
- Soil Erosion: fee schedule approved by County Board, EGLE has approved the fee schedule and stated current fees are too low
- Planner position posted; interviews occurring next week

- Villages: large workload for department, could contract with another township if village(s) contracts are not renewed
- New equipment: new plotter and iPod approved by the County Board
- PRAC meeting; regional meeting, discussion of counties having issues retaining people in the planning field
- Housing: department would like to support housing action team, housing hoping to fill position
- New maintenance supervisor: Eric Ross, doing a fantastic job, great to work with
- Department conference room: internet connections being looked at for upgrading/obtaining good connections
- Submitted department budget

2. Ms. Mehl:

- Caught up on permits
- Attended FEMA refresher training
- City: starting dumpster enclosure enforcement
- SUP: 1 for Onekama, 1 for Arcadia

3. Meetings and Trainings Attended by Planning Commission Members

Mr. Batzer; prison staff is 250+, inmates around 1000.

Mr. Zaring and Ms. Batzer; tech meeting- computers to be replaced where needed, backup being taken out of cloud and will use tape storage for security reasons, exploring camera system for planning building.

Ms. Becker-Witt; ISD fiber being moved for round about at tribe location, security for schools rely on this fiber.

F. New Business & Communications

1. Onekama Township Zoning Ordinance Amendments—Katie Mehl

Ms. Mehl reviewed the ordinance amendments.

- Modify Section 1019, subsection 9, location of accessory buildings and structures of <3 acres within residential districts
- Modify language for guest dwellings, the size and location, exempt them from Section 1019
- Modify Section 1020, temporary dwellings, on vacant parcel

Ms. Mehl reviewed the memo of staff recommendations.

**Motion by Mr. Batzer, seconded by Mr. Zaring to forward staff recommended ordinance amendments to Onekama Township. Motion passed with a voice vote.**

2. Larry Gibson Code Enforcement Report—for review only

Some action cases are ongoing which may result in going to court.  
Some cases will be taken to court to resolve the issue.

3. Other Business from Planning Commission Members or Staff

Mr. Szokola stated a ZBA training will be offered by Mary Reilly, MSU Extension, on June 8<sup>th</sup>, 5:30-7:45 pm. Larry Gibson will be retiring at the end of his contract. A

replacement is being looked into.

Ms. Baker requested the Brownfield set a June meeting date/time. The Brownfield, per the by-laws, should hold an organizational/election of officers meeting. The meeting will be Thursday, June 23<sup>rd</sup>, 6:15 pm with the PC meeting immediately following the Brownfield meeting.

G. Adjourn

Meeting was adjourned by call of the Chair at 7:23 pm.

Respectfully submitted,

*Nancy Baker*

Nancy Baker, Recording Secretary, for  
Eleanor DeYoung, Secretary, Manistee County Planning Commission  
Date: May 26, 2022