

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

DRAFT
Thursday, June 22, 2023
Immediately following the
Brownfield Redevelopment Authority Meeting

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 6:38 pm.

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

Members Absent: Phil Landis and Margaret Batzer

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

OTHERS PRESENT: Jeff Dontz County Board Chair

B. Approval of the Agenda

Ms. Becker-Witt wished to amend the agenda moving F. New Business, 2. Little Manistee Watershed under D. New Business, Little Manistee Watershed.

Mr. Zaring moved, seconded by Mr. Batzer to approve the June 22, 2023, agenda as amended. Motion passed with a voice vote.

C. Public Comment.

Mr. Jeff Dontz- Little Manistee Watershed Conservation Council (LMWCC):

- ❖ LMWCC approached County Board
- ❖ Seeking an endorsement to turn Little Manistee River into a state natural river
- ❖ 400 ft zoning overlay by state on top of the township zoning
- ❖ Board does not endorse due to complications it would cause to property owners in the area

D. New Business and Communications

Little Manistee Watershed

- ❖ Local townships not supportive as regulations are presently handled locally
- ❖ Survey could produce useful data for local townships

Mr. Jones motioned, seconded by Mr. Zaring, to compile a letter requesting a copy of the survey before it is released to the public, giving the Planning Commission the ability to review the survey, and raise questions prior to public release of the survey.

The motion was amended.

Mr. Jones motioned, seconded by Mr. Zaring to compile a letter requesting a copy of the survey before it is released to the public, giving the Planning Commission the ability to review the survey, raise questions prior to public release of the survey and to invite the LMWCC to attend the scheduled July Planning Commission meeting, or an earlier meeting if needed, to allow the Planning Commission to speak directly to the LMWCC.

Motion passed with a voice vote.

E. House Keeping Business

Act to approve the May 25, 2023 Minutes.

Mr. Jones moved, seconded by Mr. Batzer to approve the May 25, 2023, minutes as printed. Motion passed with a voice vote.

F. Unfinished Business and Reports.

1. Planning Department Update

Mr. Szokola:

- ❖ City contract—city posting position
- ❖ Will move on with landbank and recreation in place of the city contract
- ❖ Will allow the ability to take on other communities
- ❖ Village of Kaleva/Maple Grove Township looking for services—will present cost in July
- ❖ Marilla Township—contract cost presented
- ❖ Filer Township inquired on a contract
- ❖ County Board—AIS grant—hydro blaster power washer—gifted to the city
 - Future contract for County to have ability to use as needed
- ❖ 911—past updating done at no cost—possible future contract—state now requiring database be kept in State depository
- ❖ Capital Improvement—County Controller to review—surveys to go to county department directors
- ❖ Arcadia and Onekama Township contracts extended until October 1st

2. Ms. Mehl:

- ❖ Capital Improvement pics taken with Ms. Lynch
- ❖ City—SUPs and close out permits
- ❖ ZBA training—Mary Reilly of MSUE, very informative
- ❖ Preparing files to turn over to the city

3. Ms. Lynch:

- ❖ ZBA training very informative
- ❖ Bear Lake Township passed z.o. language
 - Changing 60 to 90 days
 - 1 permit per year to 2 permits
- ❖ Bear Lake Township 2 ZBA

- ❖ Onekama SUP
- ❖ Amendments to Portage Point Inn and Little Eden

4. Meetings and Trainings Attended by Planning Commission Members

Mr. Jones: attended the ZBA training- great information.

G. New Business & Communications

1. Election of Officers—July 1, 2023 to June 30, 2024 term

a. Chair

Mr. Szokola asked for Chair nominations.

Mr. Jones nominated Ms. Becker-Witt. Ms. Becker-Witt accepted.

Roll call vote:

Yes: Mr. Batzer, Ms. DeYoung, Mr. Zaring, Mr. Jones, Ms. Becker-Witt.

No: None. With voice votes Ms. Becker Witt was elected Planning Commission Chair.

Ms. Becker-Witt is Chair for 2023/2024 term.

b. Vice Chair

The meeting was turned over to Chair Becker-Witt.

Chair Becker-Witt asked for Vice Chair nominations.

Mr. Batzer nominated Mr. Zaring. Mr. Zaring accepted.

Roll call vote:

Yes: Mr. Batzer, Ms. DeYoung, Mr. Zaring, Mr. Jones, Ms. Becker-Witt.

No: None. With voice votes Mr. Zaring was elected Planning Commission Vice Chair.

Mr. Zaring is Vice Chair for 2023/2024 term.

c. Secretary

Chair Becker-Witt asked for Secretary nominations.

Mr. Batzer nominated Ms. DeYoung. Ms. DeYoung accepted.

Roll call vote:

Yes: Mr. Batzer, Ms. DeYoung, Mr. Zaring, Mr. Jones, Ms. Becker-Witt.

No: None. With voice votes Ms. DeYoung was elected Planning Commission Secretary.

Ms. DeYoung is Secretary for 2023/2024 term.

d. Recording Secretary for 2023/2024 term

The PC appointed Ms. Baker as Planning Commission Recording Secretary.

With voice votes, Ms. Baker was appointed Recording Secretary for 2023/2024 term.

2. Arcadia Text and Map Amendment—Jodie Lynch

Ms. Lynch:

- Map amendment
 - Parcel in 2 different zoning districts; desire is to place parcel into 1 district; the Lake Street Historic Business District
- Reasonings: Supported by Master Plan and Future Land Use Map, surrounding uses are compatible with rezoning, and does not create or constitute a spot zone.

Motion by Mr. Jones, seconded by Mr. Batzer to recommend approving the map amendment of a rezone from the zoning classification of the site from partially in

Lake Street Historic District and partially M-22/Glovers Lake Road Business District to completely be within the Lake Street Historic Business District. Motion passed with a voice vote.

- Text amendments
 - M22 Glovers Lake Road Business District; moving Farmers Market from a Special Use to a Permitted Use and L1 Light Industrial district
 - Amend or add definitions; Child Care, Qualifies Residential Treatment Program, Short-Term Rentals
- Reasonings:
 - Child Day Care and Qualified Residential Treatment program are in line with current state regulations,
 - Amendments provide for regulation and address short-term rentals as an allowable use in all districts
 - Proposed amendment will not have an adverse effect on surrounding land use patterns.

Motion by Mr. Zaring, seconded by Mr. Batzer to approve staff recommendations as listed above. Motion passed with a voice vote.

3. Other business from Planning Commission members or its staff

Mr. Szokola

Wexford Joint Planning Commission:

- Public hearing scheduled June 26th
- PC to review and submit comments on the Master Plan draft

Soil erosion and code enforcement update sheets

Planning Department conference room renovations almost complete for meetings to be held at the Planning Department building

H. Adjourn

Meeting was adjourned by call of the Chair at 8:05 pm.

Respectfully submitted,

Nancy Baker

Nancy Baker, Recording Secretary, for

Eleanor DeYoung, Secretary, Manistee County Planning Commission

Date: June 22, 2023