

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

Thursday, July 28, 2022  
Immediately following the  
Brownfield Redevelopment Authority Meeting

Manistee County Board Room  
415 Third Street, Manistee Michigan

## MINUTES

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

Staff opened the meeting. The meeting was called to order by Mike Szokola at 6:33 pm.

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

Members Absent: None

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

OTHERS PRESENT: Rob Carson Networks Northwest (NWNW)

### B. Election of Officers—July 1, 2022 to June 30, 2023 term

#### a. Chair

Mr. Szokola asked for Chair nominations.

Mr. Zaring nominated Ms. Becker-Witt.

#### **Roll Call Vote for Chair:**

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

Ms. Becker-Witt is Chair for 2022/2023 term.

#### b. Vice Chair

The meeting was turned over to the Chair.

Chair Becker-Witt asked for Vice Chair nominations.

Mr. Landis nominated Mr. Batzer. Mr. Batzer nominated Mr. Zaring.

#### **Roll Call Vote to elect Vice Chair:**

**Voting Yes for Mr. Batzer; Ms. Batzer, Mr. Zaring, Ms. DeYoung**

**Voting Yes for Mr. Zaring; Mr. Batzer, Ms. Becker-Witt, Mr. Landis**

**Mr. Batzer withdrew his name from the nominations.**

Mr. Zaring is Vice Chair for 2022/2023 term.

c. Secretary

Chair Becker-Witt asked for Secretary nominations.

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

**Roll Call Vote to elect Secretary:**

**Voting Yes for Mr. Batzer; Ms. Batzer, Ms. DeYoung**

**Voting Yes for Ms. DeYoung; Mr. Batzer, Ms. Becker-Witt, Mr. Landis, Mr. Zaring**

Ms. DeYoung is Secretary for 2022/2023 term.

d. Recording Secretary for 2022/2023 term

Ms. DeYoung nominated Ms. Baker as the Planning Commission Recording Secretary. With a voice vote, Ms. Baker was appointed as Recording Secretary.

C. Approval of the Agenda

Ms. Mehl amended the agenda under New Business, moving, #6, 5752 Dyke St Address Issue to #1.

**Ms. Batzer moved, seconded by Mr. Zaring to approve the July 28, 2022, agenda as amended. Motion passed with a voice vote.**

D. Public Comment.

None

E. House Keeping Business

Act to approve the May 26, 2022 Minutes.

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

F. Unfinished Business and Reports.

1. Planning Department Update

Mr. Szokola:

- Gateway project plans have not been submitted to the department
- New hire will start August 15<sup>th</sup>
- Looking into free trainings for the PC, staff, and new members
- Notley study was approved
- Mr. Zaring is the soil erosion officer; erosion inspections are rapidly being updated
- Put in for Brownfield Development fund

Mr. Szokola / Ms. Mehl attended; ZBA training with Mary Reilly, Coastal Waters training, housing solutions summit, rail relocation study.

2. Ms. Mehl:

- Worked with several Onekama Township zoning ordinance amendments and 1 SUP
- City ZBA meeting for Morton Salt
- Larry Gibson, Code Enforcement has fully retired- looking for replacement-staff is handling until a replacement is found

3. Meetings and Trainings Attended by Planning Commission Members

Ms. Batzer; County Board meeting for budget study session, discussion of ARPA funds, Notley study.

Mr. Zaring; attended ZBA training, Coastal Waters training to understand the challenges as a coastal community.

Mr. Batzer; Munson Health care meeting on the challenges that may occur after massive government funding stops for the health care issue.

Ms. Becker-Witt; attended Coastal Waters training.

Mr. Landis; attended land use training through Stronach Township.

## G. New Business & Communications

### 1. 5752 Dyke Street Address Issue

Ms. Mehl; property owner contacted the office regarding their address issue, Johnson Street runs in front of the house structure, home does not enter/exist off Dyke Street.

**Motion by Ms. Batzer, seconded by Mr. Zaring to approve the change of address 5752 Dyke Street to 8083 Johnson Street, Onkama, MI 49675. Motion carried with a voice vote.**

### 2. Commission and Department Committee Appointments

Discussion ensued on the possibility of removing committees which do not meet, or may not be required to be on the list. The PD will investigate the Committee List to see which committees can be removed, if any. The Committee List will be reviewed at the next meeting.

### 3. Master Plan Bid—Mike Szokola

Mr. Szokola

- Received only 1 bid—from NWNW
- Major areas of cost; Public Input and Planning for Collaborative Zoning
- Roadmap for how the County should proceed to make planning/zoning services more uniform throughout the County

Rob Carson NWNW

- Master Plan very outdated
- Public Input: very time consuming to get residents, townships etc. together, get survey responses, cost of bid can be reduced by having more County staff participation and reduce NWNW staff participation
- Collaborative Zoning: desired direction of County joint Planning Commission with adjacent municipalities, will allow each local unit of government to have their own land use district/regulations
- Parts to be uniform/same: PUDs, penalties, definitions, administration provisions, forms
- NWNW will compile testimonial video, invite contractors for their input, invite supervisors for their input on being contracted with the County
- Cost cut of \$7,000-\$8,000 for department staff to take part in public input
- Files will become County property
- Per Mr. Carson this could put the cost at \$40,000

**Motion by Mr. Batzer, seconded by Mr. Zaring to recommend moving forward with NWNW with the Master Plan under the amended scope of work for \$40,000.**

**Roll call vote:**

**Yes--Ms. Batzer, Mr. Zaring, Mr. Batzer, Ms. Becker-Witt, Mr. Landis, Ms. DeYoung  
Motion passed.**

4. Onekama Township Zoning Ordinance amendments—Katie Mehl

Ms. Mehl: proposed Onekama Township Zoning Ordinance Amendments

- Add a definition for Established Front Yard
- Modify Section 1019. Location of Accessory Buildings and Structures
- Modification to Section 1019

**Motion by Mr. Batzer, seconded by Mr. Landis to support the recommended Onekama Township Zoning Ordinance amendments. Motion carried with a voice vote.**

5. Filer Township Zoning Ordinance Amendment—Mike Szokola

Mr. Szokola: area of Red Apple Road/Indian Road, change of zoning classification of the site from Forest Recreation Residential to Medium Density Residential.

- Rezone is supported by the township's Master Plan, and future land use map
- Surrounding uses are compatible with the rezoning
- Rezoning does not create or constitute spot zoning

**Motion by Ms. Batzer, seconded by Mr. Batzer to approve the recommended Filer Township rezone from Forest Recreational Residential District to Medium Density Residential District. Motion carried with a voice vote.**

6. 10138 Ivanhoe Drive Address Issue

Ms. Mehl performed a field check, address out of sequence, changing the address will bring it into compliance with the Address Ordinance and the MSAG Range.

**Motion by Mr. Zaring, seconded by Ms. Batzer to accept the recommended change of address from 10138 to 10118 Ivanhoe Drive, Onekama, MI 49675. Motion carried with a voice vote.**

7. Chamber Report—review only

8. Other business from Planning Commission members or its staff

Mr. Szokola

- By-Laws will be reviewed at September meeting
- Onekama Township starting to review Master Plan
- Address Ordinance will be brought to the PC for an amendment; per the ordinance Manistee County Road Commission is responsible for private to public roads, naming of roads
- MCRC does not want to be listed in of the Ordinance
- Amendment will give Planning Department the responsibilities

H. Adjourn

Meeting was adjourned by call of the Chair at 8:14 pm.

Respectfully submitted,

*Nancy Baker*

Nancy Baker, Recording Secretary, for

Eleanor DeYoung, Secretary, Manistee County Planning Commission

Date: July 28, 2022