

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

DRAFT
Thursday, August 24, 2023
6:15 pm

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 6:15 pm.

Members Present: Eleanor DeYoung, Glenn Zaring, Duane Jones, 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, Jodie Lynch Planner 1, and Nancy Baker Planning Secretary/Assistant to Planner.

OTHERS PRESENT: none

B. Approval of the Agenda

Ms. Becker-Witt wished to amend the agenda adding under F. New Business, #4, 20010 Hoxyville Rd Address Change and place under E. Unfinished Business and Reports, 1, Staff Reports, Mr. Zaring Code Enforcement Report.

Mr. Jones moved, seconded by Mr. Zaring to approve the August 24, 2023, agenda as amended. Motion passed with a voice vote.

C. Public Comment.

None

D. House Keeping Business

Act to approve the July 27, 2023 Minutes.

Mr. Batzer wished to amend the minutes under D. New Business and Communications, LMWCC, Discussion on Following Points, omitting the last bullet point.

Mr. Zaring moved, seconded by Mr. Landis to approve the July 27, 2023, minutes as amended. Motion passed with a voice vote.

E. Unfinished Business and Reports.

1. Planning Department Update

Mr. Szokola:

- ❖ Contracts
 - Arcadia Twp-cost increase, re-signing with county
 - Bear Lake Vill- cost increase presented to village
 - Kaleva Vill/Maple Grove Twp requested county contract, would be level 1, large blight in this area
- ❖ City
 - Unable to find planner
 - Inquired on extension with county-would be monthly cost
 - Use city staff for recording secretary, county staff removed from position
 - 5-year contract discussion with 3% cost increase
- ❖ County
 - Possibly hire 2 for zoning, lower level, freeing present staff to do more planning
 - Entire department to become soil erosion certified
 - EGLE-first audit in 12 years, waiting for official reporting letter, per EGLE department files/inspections doing good job
 - Contract work, writing ordinances, updating processes, Capital Improvement Plan
 - Brownfield processes

Ms. Mehl:

- ❖ City; working on year end items, closing out permits, annual PC presentation to City Council, HDC presentation at next City Council meeting, compiling 5-year review presentation
- ❖ Kaleva Village-council meeting, collaborate with Recreation Commission
- ❖ Road safety audit for US 31 (zoom meeting)-asking for locals' insight on road safety needs, trail system connections, cross walks, sidewalks, green safety buffers
- ❖ Gateway approved at City PC August meeting
- ❖ Onekama Village- amendment to overlay zone, making commercial downtown inviting, walkways, patios, unenclosed decks
- ❖ Betzie River Zoning Board of Appeals (ZBA)-approved variance, attended with Jodie Lynch

Ms. Lynch:

- ❖ Issuing land use permits, enforcement letters
- ❖ Bear Lake Township ZBA-variance denied, protecting waterfront setbacks
- ❖ Portage Point Inn- going for Special Use Permit amendment per department request, representing what's currently at site and future obtainable goals

Mr. Zaring:

- ❖ Open complaint numbers decreasing
- ❖ Township enforcement of violations- assisting to be clear and fair to everyone
- ❖ Many follow-ups, people responding to the need for clean up
- ❖ Upcoming court case
- ❖ Consider code enforcement the same for all entities, different rules causing issues, need good blight definition, fire safety, address native plants/rewilding

2. Meetings and Trainings Attended by Planning Commission Members

Ms. Batzer: adopted tentative county budget, pay increase non-union/non-court, next year and 3-year contracts discussed, Minger funds for Recreation Commission-trailhead at Chief into Kaleva-engineering Kaleva to Thompsonville segment, Manistee Forward update from Chamber Economic Development- Tourism Authority- Housing North

Mr. Batzer: prison meeting- about 100 dogs in dog training program, handicap ramps for prisoners' needs

Mr. Landis: Green Team-1800 tires brought in for recycling, Little River Watershed meeting at West Shore College

Ms. DeYoung: attended Recreation Commission meeting

F. New Business & Communications

1. 8166 Lake Street Address Issue

Ms. Mehl:

- Per County GIS- 8166 Lake Street on neighboring parcel of #51-02-581-701-04
- Address 8166 Lake Street being used by parcel #51-02-581-701-05
- Staff recommends allowing property parcel #51-02-581-701-05 to continue using 8166 Lake Street and parcel #51-02-581-701-04 to continue using 8180 Lake Street

Mr. Batzer motioned, seconded by Mr. Jones to approve the amendment to address the record, move 8166 Lake Street from parcel #51-02-581-701-04 to the home structure on parcel #51-02-581-701-05 with the amendment being in compliance with the Manistee County Address Ordinance and MSAG Range along Lake Street enabling 911 services to effectively locate structures in an emergency. Motion passed with a voice vote.

2. CBRS 5-year Review Map Adoption in Seven States

Mr. Szokola:

- Act from 1982, property in particular areas are prone to flooding/natural disasters
- Cannot receive Federal funding of any kind or access Federal programs if developing in these areas
- Arcadia participant in FEMA, only area in county part of this program

Mr. Jones motioned, seconded by Mr. Landis to approve Mr. Szokola sending a memo to Arcadia Township informing the township of the CBRS 5-year Review Map Adoption in regard to their area. Motion passed with a voice vote.

3. Other business from Planning Commission members or its staff

Mr. Szokola:

- Per Diems
 - Appointed by PC to a committee, paid per diem with milage to attend appointed meetings
 - Meetings attended on own cannot be reimbursed for per diem/milage

Ms. Becker-Witt:

- Online Planner training going to face-to-face training

4. 20010 Hoxville Road Address Issue

Mr. Szokola:

- Contacted by Consumers Energy
- County issued address 20010 Hoxyville Road to parcel #51-10-033-250-01
- Structure is on odd side of road and requires address to reflect an odd address number
- Owner waived rights to 2-week notice per the ordinance, supported by email contact
- Staff recommends changing the address for parcel #51-10-033-250-01 from 20010 Hoxyville Road to 20011 Hoxyville Road

Ms. Batzer motioned, seconded by Mr. Zaring to approve the address change for parcel #51-10-033-250-01 from 20010 Hoxyville Road to 20011 Hoxyville Road to be compliant with the Manistee County Address Ordinance and MSAG Range, enabling 911 services to effectively locate the structure. Motion passed with a voice vote.

G. Adjourn

The meeting was adjourned by Call of the Chair at 7:27 pm.

Respectfully submitted,

Nancy Baker

Nancy Baker, Recording Secretary, for
Eleanor DeYoung, Secretary, Manistee County Planning Commission
Date: August 24, 2023