

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

DRAFT
Thursday, August 25, 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.

The meeting was called to order by Chair Becker-Witt at 6:35 pm.

Members Present: Eleanor DeYoung, Glenn Zaring, Ted Batzer, Phil Landis, Margaret Batzer, Duane Jones, 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: Bill Kennis County Grant Administrator, and Mark Herberger USFS

B. Approval of the Agenda

Mr. Szokola amended the agenda adding under F New Business, #8 Bill Kennis, County Grant Administrator, inserting Mr. Kennis after E Unfinished Business and Reports, #1. SOPA Report—Scott Peedle, USFS, as F New Business, #8 Bill Kennis, County Grant administrator.

Ms. Landis moved, seconded by Mr. Zaring to approve the August 25, 2022, agenda as amended. Motion passed with a voice vote.

C. Public Comment.

None

D. House Keeping Business

Act to approve the July 28, 2022 Minutes.

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

E. Unfinished Business and Reports.

1. SOPA Report—Scott Peedle, USFS

Mr. Mark Herberger reported for Mr. Peedle. The following pertains to Manistee County:

mining not allowed on forest service land, fire retardant not used on forest land due to harming endangered species, forest-wide forest health project with a 15 year/3 tier response, gate installation to several permitted driveways which are not public but are private drives, Cherryland Electric Coop buried electrical service to new customers.

F. New Business & Communications

8. County Grant Administrator—Bill Kennis

Mr. Kennis: grant writing background, on a 6-month contract, starting with infrastructure opportunities for possible railroad/recreation plans, ideas for library and Ramsdell.

E. Unfinished Business and Reports

2. Planning Department Update

Mr. Szokola:

- Introduced new department employee, Jodie Lynch- gave her background
- Master Plan: NWNW update quote- \$39,600, PD will handle notices
- Student liaisons: entities By-laws need amendments for participating students, purpose is to get younger people interested in government, areas to look at for participating students in county/township government—liability, zoom possibility, travel reimbursement, 1 year appointment -less or more, offer county wide, potential rotation
- AIS: contract soon to be closed out, Conservation District executing program
- Railroad relocation: project ongoing, bridge portion too costly to do
- Chosen to be part of Chamber Leadership Committee; on Central Wellness Board
- Rec Comm: staff position discussed, trail system in county moving forward
- Contracts: some villages possibly not renewing, PD not paid by Copemish Village for past 6 months of service and village not addressing violation issue
- City contract: updating Master Plan not in contract, last year of present contract
- ZBA: several in Onekama Village
- Budget approved by County Board
- County Board approved 1 time cost of living payment
- Training through MSU Extension: attempting county-wide quarterly training to be centrally located in the county
- APAMI training: staff attending planning conference in October
- Citizen planning training being offered online

3. Ms. Mehl:

- Gateway Project application received, is conforming to city hotel zoning ordinance, only required to have administration approval, no public hearing required, not in historic district
- Code Enforcement officer needed, department trying to handle until officer can be obtained
- Compiling annual city reports for HDC and PC
- Taking Citizen Planning training

4. Meetings and Trainings Attended by Planning Commission Members

Mr. Jones: appointed for 3-year term.

Mr. Landis: Green Team household hazardous waste collection \$4,100 in donations, working on issues with lack of trailers for cardboard pickup.

Mr. Zaring: soil erosion inspections going well.

Ms. DeYoung: Rec Comm—Cleon Township/Thompsonville trail moving forward.

Ms. Batzer: County Board awarded portion of ARPA funds to various local organizations- awarding more funds next year - will look at those not receiving funds this year- county can reapply as can others; budget final approval to be done in September.

F. New Business & Communications

1. By-Laws review

Mr. Szokola requested this be placed on September agenda.

2. Conflict of Interest

Conflict of Interest information presented to PC.

3. Committee List

Mr. Szokola: checking into committees that may not exist—such a list is currently unavailable, PC questioned being on a committee and not knowing if it meets or simply not receiving meeting information, list to be revisited at September meeting.

4. Members List Interest Representation and Geographic Representation Updating

Ms. Baker: Membership List, Geographic Representation—place Commissioners to closet residing area; Mr. Batzer SW Quarter, Mr. Landis NW Quarter, Ms. Becker- Witt E Quarter, Ms. DeYoung SW Quarter, Ms. Batzer At Large, Mr. Jones City, Mr. Zaring City.

5. Address Ordinance—Mike Szokola

Ms. Mehl: amendments- clerical changes, authority to name roads, issuing addresses.

Mr. Szokola: explained the road naming and address issue in present ordinance.

Motion by Ms. Batzer, seconded by Mr. Zaring to approve the Address Ordinance Amendments with the recommendation to submit the amended Address Ordinance to the County Board for approval. Motion carried with a voice vote.

6. Filer Township Ordinance Amendment—Mike Szokola

Mr. Szokola: Filer Township amending commercial district as a whole. Staff recommends Filer Township approve Case No MA-2022-02 Charter Twp. Filer Rezoning Case, proposal to rezone from General Commercial District to Filer Towns Center District.

Motion by Mr. Landis, seconded by Ms. DeYoung to accept staff recommendation of Filer Township Ordinance amendment for the following reasons: Master Plan supports the rezoning, surrounding land uses are compatible, Future Land Use Map supports Mixed-Use Commercial and Residential in area of rezoning, Form-Based Code is supported in this area by the Master plan. Motion carried with a voice vote.

7. Other business from Planning Commission members or its staff

None.

G. Adjourn

Meeting was adjourned by call of the Chair at 8:07 pm.

Respectfully submitted,

Nancy Baker

Nancy Baker, Recording Secretary, for

Eleanor DeYoung, Secretary, Manistee County Planning Commission

Date: August 25, 2022