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

6:00 p.m., Thursday
March 21, 2019

MANISTEE COUNTY PLANNING BUILDING
395 Third Street
Manistee, Michigan

MINUTES

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

Chair Ware called the meeting to order at 6:00 p.m.

Members Present: Phil Landis, Richard Schmidt, Kimberly Ware, Robert Rishel and Sharon Goble

Members Absent: Theodore Batzer and Rosemary Daniels

Ex-OFFICIO MEMBERS PRESENT: Rob Carson, County Planner and Nancy Baker, Planning Assistant

OTHERS PRESENT: Eleanor DeYoung, Eastlake Village; Jeff Sandberg, Eastlake Village; Pat Bentley, County Surveyor and Jim Thompson, USFS

B. Approval of the Agenda.

Mr. Rishel wished to amend the agenda under New Business, 2.a. Resolution to Support Closing Kettle Hole Drain. Mr. Carson wished to amend the agenda under New Business, 2.b. Council on Aging Request for Phase 1 and 2, under New Business, 2.c. Arcadia Township Zoning Discussion and under New Business, #4 Planning Department Applications.

Mr. Rishel moved, seconded by Ms. Goble to approve the March 21, 2019 Agenda as amended. Motion carried with a voice vote.

C. Public Comment.
None.

D. House Keeping Business

1. Consensus Business.

a. Act to approve the January 24, 2019 Minutes.

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There were no corrections or additions to the minutes.

Mr. Rishel moved, seconded by Mr. Schmidt to approve the January 24, 2019 Minutes as printed. Motion carried with a voice vote.

- b. Act to approve the January and February 2019 Expense Reports.

Ms. Goble moved, seconded by Mr. Rishel to approve the January and February 2019 Expense Reports as printed. Motion carried with a voice vote.

E. Unfinished Business and Reports.

1. Remonumentation Report—Mr. Bentley

Mr. Bentley: Mr. Bentley addressed the members of the Commission with the Remonumentation Report. He stated the 2018 Close Out Report will soon be completed and mailed out within the next week. The 2019 grant has been awarded.

- a. Nordlund Discussion

The surveyors for 2018 were Wendy Papineau, Craig Stapley and Pat Bentley. Mr. Stapley is now with Nordlund Company in Ludington. Discussion ensued regarding the 2019 surveyors work and contracts.

Mr. Rishel moved, seconded by Ms. Goble for Ms. Papineau and Mr. Bentley to be the 2 surveyors for the 2019 grant year with the corners being divided between them. Motion carried with a voice vote.

- b. Contracts

The contracts for the surveyors and peer review members will be presented to the County Board at the April meeting.

2. Huron-Manistee National Forest Report—Mr. Jim Thompson

Mr. Thompson: Mr. Thompson addressed the members of the Commission with the SOPA Report. He spoke of the inspection and evaluation of some areas concerning dead and downed trees. He stated the banning of alcohol use on the rivers has been suspended.

3. Planning Department Update—Mr. Carson

Mr. Carson: Mr. Carson addressed the members of the Commission with a verbal Planning Department Update. He stated the Village of Copemish zoning process has been approved and adopted. The Village of Bear Lake will hold a public hearing regarding their new Zoning Ordinance on April 23rd and on May 15th the Village Council will consider adopting it. Springdale Township remains the only community in the county without zoning. The Planning Department office is handling a large amount of city work. The City

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Planning Commission recently approved a 15-unit development that will be occurring at the old Washington School location. The development is for work-force residents. Trail grants will be submitted in the near future. The Recreation Commission was approved by the County Board. Recreation Commission members are expected to be appointed by the County Board in May or June. Trail grants from Living Well of the Health Department and Community Health were awarded. The Conservancy offered a great deal of trail information at a recent meeting. They stated the county trail work is being done correctly and gave helpful tips on raising funds and steps to move forward with the trails. Grants for funding the plan and assisting with legal documents for the trail groups is being completed. Mr. Carson will be doing the mapping for Filer Township's Master Plan and updating Manistee Township's Master Plan.

4. Meetings and Trainings Attended by Planning Commission Members

Ms. Ware reported she had not attended any formal P.C. meetings; however, she shared many different conversation items occurring in the area such as hunting regulations with bait restrictions, the forming of a land bank committee, Bear Lake Village zoning, marijuana facilities and the kayak launch.

Ms. Goble attended the Trail Committee meeting which was updated by Mr. Carson. She submitted a written article for the Michigan Greenway Trail Magazine along with maps provided by Mr. Carson.

Mr. Rishel attended meetings with state representatives with many subjects discussed.

Mr. Landis wished to attend a workshop in Lansing on the marijuana rules and regulations. Approval to attend this workshop was granted.

5. Amend 2019 December 6th Meeting Date to December 12th

Ms. Goble moved, seconded by Mr. Rishel to change the PC December 6th meeting date to December 12th. Motion carried with a voice vote.

F. New Business & Communications.

1. Airport Overlay Zone—Mr. Carson

Mr. Lind, Manistee Blacker Airport Director, contacted Mr. Carson regarding the required FAA airport zoning overlay protection of approaches for runway landing and take-offs. The FAA is requesting the county adopt an ordinance with an airport overlay zone. Mr. Lind will be providing a legal letter from an attorney and the FAA regarding this requirement. Mr. Carson stated both Brown and Manistee Townships are looking to update their Master Plans, and this will be a good time to add the airport zoning overlay protection into their Master Plans.

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2. Planning Commission 2019 Summer Meeting Schedule

The Planning Commission meets on the 4th Thursday of each month. The 2019 meeting schedule was amended as follows:

May 23rd at Filer Township, June 27th at Stronach Township, July 25th at Cleon Township and August 22nd at Springdale Township.

All meetings will be at 6 pm.

2.a. Resolution to Support Closing Kettle Hole Drain

The County Drain Commissioner is in the process of closing the Kettle Hole Drain. He would like a letter of support from the County Planning Commission. Mr. Carson will contact the DEQ, DNR, USFS and MDOT to receive letters of support from them.

Ms. Goble moved, seconded by Mr. Rishel for the County Planning Commission to give the County Drain Commissioner a letter of support in closing the Kettle Hole Drain. Motion carried with a voice vote.

2.b. Counseling on Aging Request Phase 1 and Phase 2

The Council on Aging reached out by a letter of request for Phase 1 and Phase 2 at the St. Mary's Church which will be the new Senior Center location. Fund availability under the Brownfield Redevelopment Authority will be checked into for this project.

Discussion ensued regarding the Arthur Street Brownfield Redevelopment project. Language for construction completion, timelines, etc. will be included in future BRA project agreements between the developer and the BRA.

2.c. Arcadia Township Zoning Discussion

Arcadia Township is interested in having their zoning serviced through the county. Mr. Carson will be attending their next township meeting to explain to them that in order for the township to administer their Z.O. they will have to have a Planning Commission in place. If they do not have a P.C., then administrating the Z.O. will have to go through the County Planning Commission. Discussion on the matter ensued.

3. Other business from Planning Commission members or its staff.

Mr. Sandberg and Ms. DeYoung, presenting the Village of Eastlake, stated the village is interested in having their zoning serviced through the county. Mr. Carson stated the County Planning Department will be available for County-Wide Zoning Administration. The Village of Eastlake will need to develop a contract, supply permit information with the number of permits issued for the past 2-3 years and a straight fee for the permits. The residents would be directed to the County Planning Department, which is open 5 days a week.

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The department would perform site inspections with reports going to the Village PC and Council. The Village would keep their ordinance development duties. The County Planning Department will bill Zoning Amendments and Master Plan updates separately. Blight enforcement is an issue in every community. Going through the county office would eliminate the possible personal conflict that may occur between the Z.A. and a residence.

4. Planning Departments Applicants

The meeting went into closed session from 7:41 pm to 8:13 pm.

G. Adjourn

Meeting was adjourned by call of the chair at 8:13 p.m.

Respectfully submitted,

Nancy Baker, Recording Secretary, for
Sharon Goble, Secretary, Manistee County Planning Commission
Date: March 21, 2019