



PLANNING DEPARTMENT
(231) 723-6041
Fax (231) 398-3526
planning@manisteecountymi.gov

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

6:00 p.m., Thursday
October 24, 2019

PLANNING DEPARTMENT BUILDING
395 Third Street
Manistee, Michigan

MINUTES

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

Vice Chair Rishel called the meeting to order at 5:58 p.m.

Members Present: Phil Landis, Richard Schmidt, Rosemary Daniels, Robert Rishel, Theodore Batzer and Sharon Goble

Members Absent: Kimberly Ware

Ex-OFFICIO MEMBERS PRESENT: Mike Szokola, County Planner 1/GIS Tech; Kyle Storey, Planner 1/City Zoning Administrator and Nancy Baker, Planning Assistant

OTHERS PRESENT: Jim Trout, Onekama Township

B. Approval of the Agenda.

Ms. Goble wished to amend the agenda under F. New Business and Communications, #4, Onekama Township Amendments.

Ms. Goble wished to amend the previous agenda amendment under F. New Business and Communications, #4 Onekama Township Amendments be moved to B. Approval of the Agenda, B 1.

Ms. Goble moved, seconded by Ms. Daniels to amend the agenda to place Onekama Township Amendments from F. New Business and Communications #4 to be placed after the B. Approval of the Agenda, B 1. Motion carried with a voice vote.

Ms. Goble wished to amend the agenda under F. New Business and Communications #5 Brown Township Amendments and #6 Filer Township Amendments.

Ms. Goble wished to amend the previous agenda amendment under F. New Business and Communications #5 Brown Township Amendments to #4 and #6 Filer Township

Draft

Amendments to #5 and #6 Manistee Township PUD.

Ms. Goble moved, seconded by Mr. Batzer to amend the agenda as mentioned above. Motion passed with a voice vote.

Ms. Goble wished to amend the agenda under F. New Business and Communications #7 1999 Solid Waste Management Plan.

Ms. Goble moved, seconded by Mr. Batzer to amend the agenda under F. New Business and Communications #7 1999 Solid Waste Management Plan.

Roll call vote was taken to approve the amendments to the agenda.

Roll call vote was taken:

Yes: Mr. Schmidt, Mr. Batzer, Mr. Landis, Ms. Daniels, Ms. Goble and Mr. Rishel.

No: None.

1. Mr. Trout stated Onekama Township held public hearings regarding their proposed amendments. Another public hearing is scheduled in November. Mr. Szokola stated he, Mr. Carson, and Mr. Storey reviewed the Onekama Township Amendments.

Mr. Szokola recommended the Planning Commission waive the right to review the Onekama Township Amendment process as of the Planning Commission October 24, 2019 meeting.

Ms. Goble moved, seconded by Ms. Daniels for the Planning Commission as of October 24, 2019 to waive the right to review the Onekama Township amendments without precedence.

Roll call vote was taken:

Yes: Ms. Goble, Ms. Daniels, Mr. Landis, Mr. Batzer, Mr. Schmidt and Mr. Rishel.

No: None.

C. Public Comment.

None.

D. House Keeping Business

1. Consensus Business.

- a. Act to approve the August 22, 2019 Minutes.

There were no corrections or additions to the minutes.

Mr. Batzer moved, seconded by Mr. Landis to approve the August 22, 2019 Minutes as printed. Motion carried with a voice vote.

Draft

- b. Act to approve the August and September 2019 Expense Reports.

Mr. Batzer requested the Fiscal Year date be included on each Expense Report.

Ms. Goble moved, seconded by Mr. Batzer to table the August and September 2019 Expense Reports.

Roll call vote was taken:

Yes: Ms. Goble, Ms. Daniels, Mr. Landis, Mr. Batzer, Mr. Schmidt and Mr. Rishel.

No: None.

E. Unfinished Business and Reports.

1. Planning Department Update, Verbal—Mr. Carson

A verbal Planning Department Update was given by Mr. Szokola and Mr. Storey.

Mr. Szokola stated the Planning Department (PD) was contacted by Onekama Township regarding compliance with the Enabling Act and approached the PD with the desire to have them handle their township ordinance.

Mr. Szokola gave a FEMA update. Lt. Gutowski from the Sheriff's Department informed the PD that right now there are no guidelines in moving forward with the townships building codes. Other FEMA information was communicated regarding amendment phases and maps. The newspaper has been contacted concerning the printing of a FEMA alert story and to inform the public that new FEMA maps are expected to be adopted the summer of 2020. FEMA presented information on several occasions regarding the erosion that is taking place within the county. Townships and other agencies were highly encouraged to attend. Homeowners in a flood zone should consider obtaining flood insurance before FEMA puts zoning in place as insurance premiums are expected to be less costly and because they will be grandfathered into the updated FEMA requirements. The township boards need to familiarize themselves with the new FEMA requirements so they can appropriately participate in the program to help their township residents. The legal framework to implement the new FEMA regulations will require each township to have a person with FEMA expertise who will be the authority at the township level. This will not be at the county level. Under the new FEMA regulations, it will be essential to have a properly trained township building code inspector to ensure homes are properly built in a flood plain. The Planning Commission (PC) requested a letter be composed and submitted to the County Board of Commissioners expressing the Planning Commission's concerns along with their recommendation for townships to have an appropriately trained code personnel in flood plain building standards. It is undetermined if each township would fund their own position or if a single position could be created and funded by all township to provide this expertise.

Draft

Mr. Storey gave an update concerning the railroad relocation. The plan going from the north side and around the lake is about 90% complete. The draft document is approximately 13-15 pages with the information of what the jurisdictions would be around the lake, the different economic opportunities etc. The railroad area north of the swing bridge could possibly become a different tax base of mix-use development. Many aspects have not been fully evaluated such as cost savings.

Mr. Szokola attended a regional Housing Summit in Traverse City. Discussions of merging the Landbanks and Brownfield together into one board was highly encouraged. The entity would work together on blighted areas in the county. Contact with a specialist on the merge will occur to better understand how this would work. A recommendation will not be considered until more information is known. The merged entity could possibly be a subcommittee of the PC. Mr. Storey stated the city has areas that are being looked at to zone in a Landbank with Brownfield assistance. This would allow these areas to be put back on the market for selling.

Mr. Storey provided an update on mapping exercise at the Recreation Commission. The trail planning input is almost complete. Input from the Little River Band, visitor's bureau, senior center, DDA, school districts and other entities are being put together.

Mr. Storey stated the special use permits for marihuana facilities along US-31 are currently in the permitting process through the city. The timeline is early November for completing the permit process with groundbreaking possibly occurring by the end of the year.

Mr. Storey stated the Regional Summit covered events and regional connections happening throughout the county.

Mr. Storey relayed information on the Redevelopment Ready Certified work on different priority sites for redevelopment purposes in the city. The certification will occur in January 2020 and is good for 3 years. Much of the redevelopment work is already being handled within the Planning Department. The target redevelopment is along River Street.

2. Meetings and Trainings Attended by Planning Commission Members

Ms. Goble attended the Recreation Commission meeting. The by-laws were reviewed. Trail mapping work is still moving forward. Legal infrastructure is moving forward to formally establish the Friends Group. There will be continuing education and outreach concerning the trail plan. A strategy document is the next step. The meetings for the winter will take place every other month. The next meeting will be December 2nd at the Big Bear Sportsman Club in Kaleva.

Ms. Daniels attended the Technology meeting. The county webpage work

Draft

may be done by the Civic Plus Company. Estimates from other companies will be obtained.

Mr. Landis attended the Green Team meeting. Onekama Township is experiencing an issue with the dumping of oil at the recycling area.

Mr. Batzer attended an Oaks Correctional Facility meeting. There are 300 employees and can house 811 inmates. It is a level 2 and 4 facility. The highest level a facility can be is a 5. This facility does not house this level. There are 5 different types of housing: a gang area, segregation unit (the term solitary for those of higher problem issues is not used), an area for those of more notoriety, a general unit in level 2 which allows employment within the prison such as cooking, and a unit level that tries to reform inmates to be able to return back into the public. ABC through 20/20 may possibly return to do leader dog training. He attended the Regional Summit and commented that it was a very good summit.

Mr. Schmidt distributed an intergovernmental affairs department contact list.

F. New Business & Communications.

1. Crescent Beach Road Address Change—Mr. Szokola

Mr. Szokola received a letter from Ms. Jeanine Bermes and Mr. David Baldwin concerning 911's inability to locate them in an emergency. They have requested an address change from William Forth Avenue to Crescent Beach Road in order to be in compliance with 911 and be located in case of an emergency. Mr. Szokola stated the road is not marked and the road has no footage. He gave the address change information of those it would affect. Discussion ensued regarding the condition, development and the assessment of the road. The request was made to contact the MCRC to have them verify/clarify if this is a county road, seasonal road or a private drive. Mr. Szokola will verify this information and the address request will be discussed with a possible solution at the next Planning Commission meeting.

2. Other Business from Planning Commission members or its staff
None.

3. Manistee Township PUD Amendment

Mr. Storey stated the Manistee Township Ordinance Amendment language was reviewed by Mr. Carson and the PD staff. Mr. Storey presented the language to the PC for their review with amendment recommendations. The amendments were under 8802. Application of Planned Unit Development Provisions, 8803. Design Standards and 8804. Procedure for Review and Approval.

Draft

A consensus was given by all members of the Planning Commission for the Planning Department to submit the noted recommendations to Manistee Township regarding their PUD amendments.

4. Brown Township Marihuana Ordinance

Mr. Storey stated on October 23rd Brown Township presented to Mr. Carson an update of their planning ordinance. The township held a meeting and passed a marihuana ordinance. They are now requesting the review of this ordinance by the PC. The review time is a 30-day window. The PC suggested contacting Brown Township to either have them resubmit this for review at the next PC meeting which is December 12th or if it will be necessary to hold a special meeting.

5. Filer Zoning Ordinance Amendments

Mr. Szokola stated the PD received Filer Township's Zoning Ordinance Amendments however the PC did not have a meeting within the 30-days of the submission of the Zoning Ordinance Amendments for the PD to present this to the PC. The PD reviewed Filer's Zoning Amendments. These amendments mirrored Manistee Township's amendments which the PC had reviewed with the recommendations from the PD. Manistee Township adopted the recommended ordinance amendments. The PD had a few minor edits to Filer Township's Zoning Ordinance. Filer Township made these recommended changes.

Ms. Goble moved, seconded by Ms. Daniels to concur with the recommendations of the Planning Department regarding the September 19th, 2019 Charter of Filer Township Zoning Ordinance Amendments. Motion carried with a voice vote.

6. Solid Waste Management Plan

Vice Chair Rishel stated the Planning Commission is the administrative body of the County Solid Waste Management Plan. He turned over a copy of the 1999 Solid Waste Management Plan to the Planning Department. A search will be done to see if there is a newer version available.

G. Adjourn

The meeting was adjourned by call of the Vice Chair at 8:02 p.m.

Respectfully submitted,

Nancy Baker, Recording Secretary, for
Sharon Goble, Secretary, Manistee County Planning Commission
Date: October 24, 2019

Draft