

GERRISH TOWNSHIP (GT) PLANNING COMMISSION

MEETING: Regular Monthly Meeting.
DATE: Aug 2, 2018.
MEMBERS PRESENT: Briggs, Case, Kirkpatrick, Link, Shaltz, and Wansa.
MEMBERS ABSENT: 1 Open Position.
OTHERS PRESENT: Jason Janson (GT Building & Zoning Administrator),
Ken Gibbs & Constance Bogedin (Site Plan Review Applicants), and 1 resident.

MEETING OPENED: Meeting called to order by Chair William Case at 7:00 p.m.

PLEDGE TO THE FLAG: At 7:00 p.m.

APPROVAL OF MINUTES (MEETINGS ON JUL 5, 2018):

1. Motion by Shaltz, seconded by Wansa to approve minutes of the Regular Monthly Meeting held Jul 5, 2018. Motion carried (6-0).
2. Motion by Shaltz, seconded by Kirkpatrick, to approve minutes of the Public Hearing held Jul 5, 2018. Motion carried (6-0).

AGENDA CHANGES: None.

TOWNSHIP BOARD NEWS (Commissioner Link):

1. GT Compost Pile (GTCP) Usage & Cost. During the past several years GTCP has experienced an increase in usage by both Commercial users and non-residents of GT that is contributing to the increase in costs for its removal which GT can no longer afford. This cost increase has been passed on to the GT residents via its property taxes. The Board has decided it is now time to take further action to alleviate the tax burden on GT residents. It will be considering options such as charging fees for Commercial and non-resident usage, and implementing some method of control for GT resident use.
2. GT Recycling. There may be a change in the recycling carrier and/or service in the near future.

BUILDING & ZONING ACTIVITIES (BZA) (Administrator Jansen):

1. General Activity. There is an apparent slow down in requests to the GT BZA Office.
2. GT Rental Ordinance Status. Work on establishing a new GT Rental Ordinance will resume this September (GT's Supervisor, Police Department, and BZA Office), and goal to take effect by Jan 2019.

SITE PLAN REVIEW (Applicants Mr. Ken Gibbs & Ms. Constance Bogedin): Mr. Ken Gibbs & Ms. Constance Bogedin appeared for a Site Plan review of their proposed business & equipment storage facility to be built on their Commercial property at 4339 W. Higgins Lake Dr. (the site of the former Higgins Lake Miniature Golf Course). The information provided by the applicants for a Site Plan was reviewed for completeness and found insufficient to conduct a Preliminary Site Plan review. The information provided was limited to the Application for Site Plan Review, a rough drawing of the proposed building floor plan to a scale of 1"=8', an unsigned letter date July 17, 2018 with subject line "Site plan review requested for the following use (s);", construction drawings for the proposed building, a survey report of the property dated September 14, 2017, and a copy of the expanded property survey with the proposed building footprint location and distances from property lines hand drawn in. Some of the missing information included the following: annotation of driveway and parking lot entrances, setbacks, exits, and type surfaces; location of well and septic systems; landscape plan; and lighting configurations. The information provided by the applicants was discussed and they were provided positive feedback on the proposed development. The applicants were advised to review Article 14 of the Zoning Ordinance, ensure that their Site Plan includes the required information, and submit this

information to the GTPC for a Preliminary Site Plan Review. Mr. Gibbs also indicated there have been some unforeseen circumstances which may lead to a change in plans and/or a multi-stage build-out of the facility. The builder did not attend this presentation. Members of the GTPC visited the site prior to this meeting.

POLICE REPORT (Chief Hill): Commissioner Case relayed the total number of incidents the Gerrish Police have responded to this year is the same as last year at the time. However, there has been a change in the types of incidents with an increase in personal attacks on people and a decrease in breaking & entering (B&E) this year when compared with last year in Gerrish Township.

FIRE/EMS REPORT (Chief Fisher): Commissioner Case relayed there was nothing significant to report.

ZONING BOARD OF APPEALS CONCERNS (Commissioner Briggs):

1. ZBA 18-07 on Jul 16, 2018. 206 Lakewood Ave. Setback Variance approved (5-0).
2. ZBA 17-06 Appeal on Aug 27, 2018. 1180 W. Higgins Lake Dr. Setback Variance. Upcoming rehearing directed by the Circuit Court.

DISCUSSION OF GERRISH TOWNSHIP PLANNING ORDINANCES: Three specific ordinances (front & side yard setbacks, and fences & walls) were discussed in accordance with the previous recommendation of Administrator Jansen based on his dealings with GT residents. Each was addressed to determine the specific issues at hand, frequency of occurrence, merits of whether an ordinance change is warranted, and priorities. The GTPC decided that the front yard setbacks, and fences & walls ordinance should be addressed in more detail at separate future meetings, starting with front yard setbacks. Then if warranted, submitted together in accordance with the formal ordinance change process.

1. Front Yard Setbacks – Footnote 3 for Table 3-4 (pg. 3-11). The BZA Office receives about 1 call per week on this issue, primarily regarding requests for construction of new decks on lakefront properties.
2. Side Yard Setbacks – Footnote 6 for Table 3-4 (pg. 3-11). No action will be taken to amend this one.
3. Fences & Walls – Article 20.15 (pg. 20-8). The BZA Office receives about 3 calls per week on this issue and why there are different setbacks for different types and heights of fences & walls. Commissioner Case will contact GT Office to see if there are any records in the archives as to the rationale for adopting the specifications in this ordinance.

DISCUSSION OF PLANNING COMMISSION VOTING PROCESS: The GTPC continued a discussion from its Jul 2018 meeting on its voting process with respect to the number of votes needed to carry a motion. No action will be taken to change the process at this time based on a discussion of the GTPC voting process led by Commissioners Shaltz and Case.

FOLLOW-UP ON MOBILE HOME PARK CONCERNS (Commissioner Wansa): None.

OPEN LINE:

1. Commissioner Shaltz suggested the GTPC review Article 14 of the Zoning Ordinance (Site Plan Review) to create a checklist and cover letter of instruction from the GTPC to be included in the application package for Site Plans that the BZA provides.
2. Roscommon County Planning Commission has scheduled their review of the Accessory Structure Height Amendment (Gerrish Township Zoning Ord., Art; 20, Sect. 20, D-2) on Aug 20, 2018. Commissioner Briggs will attend for the GTPC to address any issues or questions they may have.

ADJOURN: Motion by Wansa, seconded by Shaltz at 8:45 p.m. to adjourn.

NEXT MEETING: Sep 6, 2018 at 7:00 p.m.