

GERRISH TOWNSHIP PLANNING COMMISSION (GTPC) MINUTES

MEETING: Regular Monthly Meeting.
DATE: Mar 7, 2019.
MEMBERS PRESENT: Briggs, Kirkpatrick, Link, Ostling, Semack, Shaltz, & Wansa.
MEMBERS ABSENT: None.
OTHERS PRESENT: 1 Citizen.
MEETING OPENED: Meeting called to order by Wansa at 7:04 p.m.
PLEDGE TO FLAG: 7:04 p.m.

APPROVAL OF MINUTES (MEETING ON JAN 3, 2019): Motion by Shaltz, seconded by Wansa to approve minutes of the Regular Monthly Meeting held Jan 3, 2019. Motion carried (7-0). The Monthly Meeting scheduled for Feb 7, 2019 was cancelled due to inclement weather.

AGENDA CHANGES: None.

ANNUAL REPORT – 2018: Motion by Kirkpatrick, seconded by Shaltz to approve 2018 Annual Report covering the period Jan 1 to Dec 31, 2018 subject to the inclusion of the effective dates of several items that need to be confirmed. Motion carried (7-0).

TOWNSHIP BOARD NEWS (Commissioner Link):

1. Planning & Zoning Workshop. The Township Supervisor requested and authorized funding for two Planning Commissioners to attend one of the three 1-day Workshops (Grayling's is on May 16) to be given by the Michigan Townships Association. Kirkpatrick and Semack volunteered to attend.
2. Rental Ordinance Update. The Township Board held a Public Hearing on Feb 25 to provide information and solicit feedback on a new Rental Ordinance the Township wants to establish.
3. Gerrish Marina. The Township is looking to hire three people (1 manager, and 2 service) to operate the Gerrish Marina for the Summer 2019 season. Applications are due by 4 p.m. on Apr 3.
4. Gerrish Compost Site. The Township will be instituting new operating guidelines for the Compost Site this Spring, to include; hours of operation, gate access, and usage fees for Commercial and non-Gerrish property owners.

BUILDING & ZONING ACTIVITIES (Administrator Jansen): Not in attendance.

SPECIAL LAND USE & PRELIMINARY SITE PLAN (SP) REVIEW (Applicant Mr. Randy Piipponen): Mr. Piipponen has applied for a Special Use Permit at 451 W Federal Hwy, Roscommon MI, 48653 (Parcel Number 004-001-022-0040) to establish an Automotive Repair Shop. The property owner of record is Mr. Marc Mckee. Mr. Piipponen appeared before the GTPC for this review. Members of the GTPC visited the site prior to this meeting, confirmed that the property is zoned C-2 (General Commercial), and confirmed the Automotive Repair Shop is allowed on this property as a Special Land Use case. The GTPC reviewed the submitted Site Plan information for completeness and deficiencies. The GTPC proceeded with the Preliminary Site Plan Review despite finding missing information.

The information provided to the GTPC for this review included the following:

- Application for Site Plan Review;
- Site Plan Drawing, scale 1" = 30' (legal-sized copy);

- Aerial photo of property (8" x 11");
- Construction drawings; and
- Copy of an old application for a Sewage Disposal Permit (8/5/83) depicting the property's Septic & Well specifications.

The GTPC determined that the following info needs to be submitted because it was missing or deficient:

- Vicinity Sketch or Property Line Survey (*missing*);
- Building Drawings (*deficient*). East side overhang of existing building needs to be included;
- Public Utilities information (*missing*). For example, locations and entry points of all utilities (cable, electric, gas, phone, etc.) need to be included in the SP drawings;
- Setbacks on SP (*deficient*). Setbacks were reviewed. The front setback is 45 feet, the west side setback on Steele Road is 20 feet, the rear setback is 20 feet, and the east setback is 9 feet. The SP submitted did not reflect the correct west setback distance and must be updated on the SP. Mr. Piipponen was advised that the setbacks also were buffer zones established by Section 11.4 and could not be used for parking or other construction. Members found that changes to the existing front buffer zone landscaping were required;
- Landscaping/Screening Plan (*missing*). Needs to be included on SP;
- Grading, Storm Drainage & Storm Water Management Plan (*missing*). Needs to be included on SP;
- Topography information (*deficient*). Existing natural features on and within 300 feet of the property including topography information, soils by type and drainage features, and location of all trees 10 inches or greater in diameter need to be included on SP;
- Well & Septic Systems written assessment by Health Department (*missing*);
- Oil Water Separator System information (*deficient*). Additional information on its design and installation is needed on the SP;
- Waste Water Tank size (*missing*). This needs to be included on the SP;
- Signage Plan (*deficient*). The signage needs to be included on the SP with exact locations and dimensions. Mr. Piipponen indicated the only signage would be located on the new Garage structure and it would be lit by the lighting installed in the overhang;
- Lighting Plan (*deficient*). The use of existing exterior light poles was discussed. These light poles are not in compliance with existing downward lighting requirements. Mr. Piipponen was advised that the two existing lights could be used provided there was no distraction to traffic. None is expected as they are low wattage and have been in use for years;
- Parking Plan (*deficient*). The total minimum parking spaces required are eleven (1 - American Disabilities Act (ADA) Van Accessible, 8 - customer, & 2 - employee). Mr. Piipponen was advised that all parking spaces must be paved. Much of the existing paved parking area is located in the front buffer area which is no longer allowed by ordinance. Any new parking area may not be created in a buffer zone. Mr. Piipponen indicated he would update the SP to conform to these parking requirements;
- Hazardous Materials Use written statement by Mr. Piipponen (*missing*). Special Land Use requires compliance with Section 7.27 and a written statement regarding the use of hazardous materials required by Section 7.27.B.5; and
- Written statement regarding other federal, state and local permits required if necessary (*missing*).

Other concerns expressed by the GTPC include the following:

- the existing pit well being used and contained inside the new garage; and
- the location of the existing septic system was questioned due to a previous addition that was constructed over the original septic field.

Mr. Piipponen was advised of the approval process for a Special Land Use application. The commission agreed to schedule a public hearing for April 4, 2019 provided Mr. Piipponen supplied an updated SP and construction drawings reflecting the changes discussed during the meeting. Other information and aforementioned written statements from Mr. Piipponen must be provided prior to a Final SP Review with the Planning Commission.

ZONING BOARD OF APPEALS CONCERNS (Commissioner Briggs): Nothing Significant to Report.

SITE PLAN REVIEW CHECKLIST (Commissioner Briggs): Briggs, Ostling, and Shaltz have been developing checklists for the GTPC to review. A proposed checklist by Shaltz was used as a guide for Mr. Piipponen's Preliminary Site Plan Review.

FUTURE CHANGES TO ZONING ORDINANCE:

1. *Article 3, Footnotes for Table 3-4, Site Development Requirements, Section 3a.* A proposed rewrite was discussed and agreed to by the members to be added to the list of Zoning Ordinance changes to be proposed later.
2. *Keyhole Zoning and Water Access.* Info was provided and discussed concerning water access. The commission is considering developing zoning regulations specific to Keyhole Developments and Water Access restrictions and incorporating them into the future change.

ZONING FOR RESIDENTIAL – MULTI-FAMILY (R-MF) DISTRICTS. The GTPC agreed to not pursue rezoning for R-MF Districts.

OPEN LINE:

1. *Polyfluoroalkyl Substances (PFAS).* Discussed the dangerous health impacts and lack of public awareness of local utility companies current use of the hazardous chemical PFAS in their sprays on trees and local vegetation (to stunt their growth) in the vicinity of power lines.

ADJOURN: Meeting adjourned by Wansa at 10:16 p.m.

NEXT MEETING: Apr 4, 2019 at 7:00 p.m.

Michael B. Briggs, Secretary

Date Approved