

GERRISH TOWNSHIP PLANNING COMMISSION (GTPC) MINUTES

MEETING: Regular Monthly Meeting.
DATE: Nov 7, 2019.
MEMBERS PRESENT: Briggs, Denlinger, Kirkpatrick, Link, Ostling, Semack, & Shaltz.
MEMBERS ABSENT: None.
OTHERS PRESENT: Jason Jansen (Bldg & Zoning Administrator [BZA]),
Mike & Mark Severance (Site Plan Applicants), & 1 Citizen.
MEETING OPENED: Meeting called to order by Shaltz at 7:00 p.m.
PLEDGE TO FLAG: 7:00 p.m.

APPROVAL OF MINUTES (MEETING ON OCT 3, 2019): Motion by Ostling, seconded by Kirkpatrick to approve minutes of the Regular Monthly Meeting held Oct 3, 2019. Motion carried (7-0).

AGENDA CHANGES: None.

PRELIMINARY SITE PLAN REVIEW – COMMERCIAL BUILDING ADDITION – 635 W. Federal Hwy

(Commissioner Shaltz): Mr. Mark Severance (Northern Michigan Metal Roofs) presented his Company's Preliminary Site Plan for a proposed 54' x 50' single story addition to an existing commercial accessory building at 635 W. Federal Hwy to increase its storage space. The proposed plan included two changes from the one submitted at the Sketch Site Plan Review held on Oct 3, 2019 to avoid creating potential problems from the septic drainage system that is located in the vicinity of the originally proposed addition location. The changes included a slightly smaller addition to be attached to the rear of the building extending south, vice attached to the side extending to the west. Updated building drawings were not included with the updated Site Plan Survey. The Board reviewed his plan and asked him questions concerning the existing open storage carport structure (non-compliant) currently located on the northwest corner of the lot near the west parking lot entrance. This building is legally owned by the previous property owner, was supposed to be removed after the sale of this property over a year ago, was constructed without a building permit, and is non-compliant with the Gerrish Township (GT) Zoning Ordinance (ZO) front yard set-back requirements. Mr. Severance acknowledged that he would take the appropriate action to remove or relocate the carport to a location within the GT ZO set-back requirements pending talks with its owner. Upon reviewing the Site Plan in accordance with its Site Plan Review Checklist and ZO, the Board determined that this Site Plan meets the standards of completeness and conformity with the ZO required for a Final Site Plan Review, with the exception of the removal/relocation of the non-compliant carport and inclusion of updated building drawings. Based on Mr. Severance's comments, these drawings are not anticipated to present any conflicts with the Site Plan requirements. A motion was then made by Ostling, and seconded by Briggs as follows:

"Move to approve this Preliminary Site Plan Review as a Final Site Plan Review as proposed with the following contingencies:

- (1) remove or relocate the existing (non-compliant) open storage carport structure approximately 40' south to comply with setback requirements;***
- (2) applicant to provide GT BZA with updated building drawings reflecting the new location of the addition; and***
- (3) GTPC Chairman will sign Site Plan with revised building drawings for approval upon receipt."***

Motion carried unanimously (7-0). Mr. Severance was then advised to continue to work with BZA Jansen to satisfy the requirements of this process.

BUILDING & ZONING ACTIVITIES (Administrator Jansen): Nothing Significant To Report (NSTR).

GERRISH TOWNSHIP BOARD (GTB) UPDATE (Commissioner Link): The GTB Annual Meeting currently scheduled for Mar 10, 2020, will convene on Mar 3 due to the Primary Elections being held on the 10th.

ZONING BOARD OF APPEALS CONCERNS (Commissioner Briggs): NSTR.

OPEN LINE:

1. Gravel Road Workshop (Nov 13 @ Roscommon County Road Commission). Briggs will attend this workshop for local officials.
2. Michigan Township Association (MTA) Workshop – Defining Your Township’s Land Use Future (Nov 19 @ Bavarian Inn Lodge, Frankenmuth, MI).
3. MTA Workshop – Strategic Planning for Townships (Nov 20 @ Bavarian Inn Lodge, Frankenmuth, MI).
4. GTPC 2019 Annual Report. Shaltz requested that Briggs provide a draft at the next GTPC meeting.
5. GTPC 2020 Meeting Schedule. Shaltz will propose a previously discussed Resolution for vote of the proposed 2020 GTPC Monthly Meeting dates at the next GTPC meeting.
6. Proposed ZO Changes. Shaltz requested the GTPC prepare a formal recommendation to the GTB of the GT ZO changes that it identified in 2019 during the Jan 2020 meeting.

ADJOURN: Meeting adjourned by Shaltz at 8:23 p.m.

NEXT MEETING: Dec 5, 2019 at 7:00 p.m.

Michael B. Briggs, Secretary

Date Approved