

GERRISH TOWNSHIP (GT) PLANNING COMMISSION (GTPC) MINUTES

MEETING: Regular Monthly Meeting (*held in person with a call-in option with Microsoft Teams, audio only, Phone #: 1- 269-218-1875, Phone Conf. ID: 672 263 713#*).

DATE: Apr 8, 2021.

MEMBERS PRESENT: Briggs, Denlinger, Ostling, Semack (virtual call-in), & Voorheis.

MEMBERS ABSENT: Andreev (Excused), Newton (Excused).

OTHERS PRESENT: Jansen (Bldg. & Zoning Administrator [BZA]), Patchin (GT Clerk), & 5 citizens.

MEETING OPENED: Meeting called to order by Ostling at 7:00 p.m.

PLEDGE TO FLAG: 7:00 p.m.

INTRODUCTIONS (Commissioner Ostling): Ostling provided opening remarks.

AGENDA CHANGES: Public Comment moved to the next item on agenda.

PUBLIC COMMENT: None.

APPROVAL OF MINUTES (MEETING ON JAN 14, 2021): The GTPC's regular meeting scheduled for Mar 11, 2021 were cancelled due to the current COVID crisis and lack of any significant actions that needed to be addressed. Motion by Denlinger, seconded by Briggs to ***"approve the Minutes of the Regular Monthly Meeting held Jan 14, 2021."*** Motion carried (5-0).

SPECIAL LAND USE & PRELIMINARY SITE PLAN (SP) REVIEW (Applicant Mr. Mark Severance) – Mr. Severance has applied for a Special Use Permit on behalf of his business Northern Metal Roofs at 635 W. Federal Hwy, Roscommon, MI (Parcel No. 72-004-001-025-0070, Lot 3-B1). He appeared for a Site Plan Review of the proposed plan to build multiple Self-Storage Units on this Commercial property that he recently purchased. It is located next to the property that his Northern Metal Roofs business resides on (Parcel No. 72-004-001-025-0075, Lot 3-A) and that will be used as the operations & business management office for these Storage Units. The GTPC confirmed that the property is zoned General Commercial District (C-2), and confirmed the Self-Storage Units are allowed on this property and classified as a Special Land Use in accordance with GT Zoning Ordinance (GTZO) Article 3 (*Zoning Districts, Regulations, and Map*), Section 3.5B (*Permitted Uses in Zoning Districts*), Table 3-3 (*Permitted Principal Uses in Commercial and Industrial Zoning Districts*), Item 18 (*Mini-Storage*) & Footnote 1 for Table 3-3. The GTPC reviewed the submitted SP information for completeness and deficiencies as a Preliminary SP Review. The applicant answered questions and discussed the request with the Board.

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

- Application for Site Plan Review;
- Site Plan Drawing, scale 1" = 40' (legal-sized copy);
- Aerial photo of property (8" x 11"); and
- Four (4) notional construction drawings of units & building designs (stamped "for approval only not for construction").

The GTPC determined that the following info needs to be submitted because it was missing or deficient. The information in the parentheses represent the relevant items (*GTPC SP Checklist Line Number; missing/deficient; GTZO Section Number*) for each of the bullets listed below.

- Project Narrative (1.c & 2.i; missing; 14.2.B.2.g). A written narrative needs to be included that summarizes the applicable items of the proposed construction as specified in the GTZO, that includes but is not limited to, the number of unit(s)/building(s), total usable floor area for each unit & building, and schedule of a phased build-out plan;
- Elevation Drawings & Floor Plans (1.f, 1.g & 2r; deficient; 14.3.B.2.g&p). Notional unit and building drawings were provided for style and dimensions. Actual construction drawings need to be submitted to include, elevation drawings and floor plans of all buildings. The east side overhang of the existing building needs to be included, and the doors need to be specified on each unit/building;
- Written statement regarding other federal, state and local permits required if necessary (1.h & 2.s; missing, 14.3.B.2.q). Mr. Severance was advised a written statement needs to be included that identifies any required permits or if none are required. If required, these permits will need to be obtained;
- Project completion schedule (1.m & 2.t; missing, ref: 14.4.B.2.r). Mr. Severance was advised that he needs to provide a Project Completion Schedule, which shall include a Project Phase Completion Plan if it will be done in stages over an extended time period;
- Project Phase Completion Plan (3.h; missing). Mr. Severance indicated he plans to build out the units in phases, possibly over many years, but that is still to be determined. He was advised to specify the unit(s) and building(s) to be constructed and the time frames for each of the phases in accordance with the GTZO.
- Lighting Plan (2.m & 4.c; missing; 9, 10, 12.4 & 14.3.B.2.k). The use of lighting was discussed. Mr. Severance plans to have exterior lights, but no interior ones. He was advised to refer to the GTZO for the exterior lighting requirements (e. g. down-lighting) and to include his plan for them (e. g. locations, type, etc.);
- Grading, Storm Drainage & Storm Water Management Plan (3.e; missing). These need to be included on the SP;
- Location of all necessary and proposed utilities, including those underground (3.g; deficient). The underground utilities need to be specified on the SP; and
- Standards for Specific Land Uses (4.a; deficient; 7.17). Specific requirements for Mini Storage Facilities are contained in GTZO Article 7.17 that need to be included on the SP, e. g. parking. This Article also lists the activities that are not permitted from the storage units, items that are not permitted inside or outside of the storage units, and required signs that shall be posted at the facility describing such limitations. Mr. Severance stated that he does not intend to allow outside storage of items (e. g. boats, trailers, recreational vehicles, etc.).

A Motion was made by Briggs, and seconded by Denlinger as follows: ***“Move to approve the Preliminary Site Plan for Northern Metal Roofs to construct storage units as specified in the application with the following items to be completed; 2i, 2m, 2r, 2s, 2t, 3e, and 3g in accordance with the GTPC SP Checklist.”*** Motion carried (5-0).

Mr. Severance was then advised of the approval process for a Special Land Use application, and to review the GTZO (Article 14, *et. al.*), to ensure that their Site Plan includes the required information. The commission agreed to provide Mr. Severance with a letter summarizing the missing and/or deficient items identified during this review, and to schedule a public hearing and Final SP Review on May 13, 2021 provided an updated SP, construction drawings, and other documents reflecting the changes discussed during the meeting were submitted in advance.

MEETING RECESS. Meeting was recessed at 8:30 p.m., and resumed at 8:37 p.m.

SPECIAL LAND USE – TEEPEE MOTEL (Applicant Mr. Fred Beger). Mr. Fred Beger, owner of the Teepee Motel located at 333 W. Federal Hwy, Roscommon, MI (Parcel No. 72-004-001-022-0020), has applied for a Special Use Permit (SUP) to reopen his motel for business that had been closed for several years. During this frame, Mr. Beger purchased the Motel (which is currently zoned as C-2), and briefly operated it as long term “room for rent” facility. Per the GTZO Article 3 (*Zoning Districts, Regulation, and Map*), Section 3.3 (*Purposes of Zoning Districts*), Table 3-1, this use is considered a Multi-family use that is only allowed in Residential-Multi-family (R-MF) zoned district. Consequently, the Township got involved and a Court decision was rendered that prevents him from using the property as a Multi-family operation. Mr. Beger has agreed to the terms of the Court decision and now wants to re-establish the use as a Motel allowed under GTZO Article 3 (*Zoning Districts, Regulations, and Map*), Section 3.5B (*Permitted Uses in Zoning Districts*), Table 3-3 (*Permitted Principal Uses in Commercial and Industrial Zoning Districts*), Item 19 (*Motels and hotels, including conference centers*). However, because the Motel was closed for more than 180 days, he must now reapply for a SUP in order to become compliant with the GTZO as the existing structure no longer complies with the setback provisions of the GTZO, though it was constructed in compliance before zoning changes. A SUP for a “Special Land Use” must now be approved by the Gerrish Township Board. This requires a SP Review by the GTPC for the “Special Land Use,” which will require variance approvals from the GTZBA for the existing non-conforming items. Upon the review of the GTZO and discussion with Mr. Beger, the GTPC determined the following: (1) the existing buildings would constitute a nonconforming use if operations had not ceased for more than 180 days; (2) the owner cannot alter the buildings sufficient to comply with the applicable zoning provisions governing building dimensions, setback and accessory use standards; and (3) the GTZBA will need to approve GTZO variances before a Final SP Review for a Special Land Use can be approved. Hence, the following Motions were made:

Motion was made by Ostling, seconded by Denlinger as follows: ***“Motion for Mike Briggs to abstain from voting due to conflict with the GT Zoning Board of Appeals.”*** Motion carried (5-0).

Motion was made by Semack, seconded by Denlinger as follows: ***“Move that if owners apply with the Zoning Board of Appeals and obtain a variance within ninety (90) days from the building dimensions, setback and accessory use standards applicable to a motel in a C2-zoned district, that a Special Use Permit will be granted for the owners to lawfully operate a motel as contemplated by the Gerrish Township Zoning Ordinance and subject to all of the conditions imposed by the Roscommon County Circuit Court in an Order entered on December 1, 2020 in File No, 20-725083-CH as follows:***

- 1. The owners shall not rent rooms at the Motel property long-term (more than 30-days), by the month, or to the same or any persons for more than four (4) consecutive weeks, twenty-eight (28) days, no matter the denomination or source of payment. This provision will be violated if the same person is simply moved from one room to the next and is staying or renting a room longer than permitted herein.***
- 2. The owners shall not rent a room at the Motel property to any person who is under supervision of the State of Michigan Department of Corrections or Michigan Department of Health either as a probationer, parolee or mental health patient. All current tenants who may be subject to the foregoing, or who have stayed at the property for longer than the allotted times shall be removed or evicted as provided by law.***

3. ***Nothing herein shall be construed as authorizing a waiver of any other applicable safety, health or other building regulations applicable to the owners.***
4. ***Any violation of these conditions shall constitute grounds for the revocation of the Special Use Permit so approved."***

Denlinger, Ostling, Semack, & Voorheis voted in favor of the motion, Briggs abstained, Newton & Andreev were absent. Motion carried (4-0).

BUILDING & ZONING (B&Z) ACTIVITIES (Administrator Jansen): Nothing significant to report (NSTR).

GERRISH TOWNSHIP BOARD UPDATE: NSTR.

ZONING BOARD OF APPEALS CONCERNS (Commissioner Briggs): Two ZBAs were held since the last GTPC meeting (21.1 & 21.2), and another (21.3) is scheduled on Apr 19.

OPEN LINE:

1. *GTPC 2020 Annual Report (Commission Briggs)*. The GTPC's proposed Annual Report of its activities during 2020 has been provided to the GTPC to review, and will be presented at the next meeting for approval.

ADJOURN: Motion by Semack, seconded by Briggs to "adjourn meeting." Motion carried. Meeting adjourned at 9:31 p.m.

NEXT MEETING: May 13, 2021 at 7:00 p.m.

Michael B. Briggs, Secretary

Date Approved