

GERRISH TOWNSHIP (GT) PLANNING COMMISSION (GTPC) DISCUSSION NOTES

MEETING: Special Meeting – Hybrid (In Person and Zoom), ***Did not have a Quorum.***
DATE: Feb 8, 2024.
MEMBERS PRESENT: Briggs, Newton, & Purkey.
MEMBERS ABSENT: Andreev, Barber (Excused & on Zoom), & Semack (Excused), & 1 vacancy.
OTHERS PRESENT: Jansen (GT Bldg. & Zoning Admin. [GTBZA]), 5 Citizens, & 2 via Zoom.
MEETING OPENED: Meeting called to order by Vice Chair Purkey at 7:05 p.m.
PLEDGE TO FLAG: Recited.

AGENDA CHANGES: Added “GTPC 2023 Annual Report Draft Review” under New Business.

PUBLIC COMMENTS: None.

APPROVAL OF MINUTES – MONTHLY MEETING HELD JAN 11, 2024: There was no Quorum, therefore these Minutes were not able to be approved. This item will be carried forward to the next meeting.

OLD/ONGOING BUSINESS:

1. **Preliminary Site Plan Review (SPR) - Mini-Storage (Kemerer - ~300 Units on Ivy Rd.)**. Briggs led the discussion for a Preliminary SPR (PSPR) of the proposed “Higgins Lake Storage” mini-storage project to be built and operated on a current vacant lot (Parcel No. 004-003-025-0070) on the east side of Ivy Rd., Roscommon, MI 48653 near the intersection of W. Federal Hwy. The applicants/owners/builders Mr. Duane Kemerer (Kemerer Builders, Saginaw, MI), and Mr. Josh Kemerer (via Zoom), appeared before the GTPC for this PSPR along with their representative Mr. Robert Stiverson (D&M Site Inc., architect/site engineer). They propose to build and operate approximately 280 mini-storage units among 5 large buildings, all of varying sizes. The property is currently owned by Harold O & Brenda Denise Ogren Trust who has it listed for sale. It is a 7.12-acre wooded pie-shaped lot, zoned as a Local Commercial (C-1) District, with approximately 376’ of road frontage on a curved portion of Ivy Rd. The east side property line abuts a government owned property with the Exit 244 southbound entrance ramp onto U.S. I-75. In accordance with the GT Zoning Ordinance (GTZO), a Special Land Use permit is required for the construction of Mini-Storage Units in a C-1 zoned districts, and therefore requires final approval from the GT Board (GTB).

Prior discussions of this project occurred during GTPC Meetings held on Nov 9, 2023 and Jan, 11, 2024, for a Sketch SPR, and a cursory review of submitted materials, respectively. Summaries of these discussions are contained in the corresponding GTPC Meeting Minutes.

The GTPC reviewed the submitted information (referenced below) using its SP checklist to identify areas of concern, deficiencies, and missing information that is required for a SPR. The applicants and their representative discussed their SP and answered questions from the GTPC. The submitted information to date was incomplete, pending the applicant’s decision to proceed further with this project based on the feedback from the GTPC. The information provided to the GTPC included the following:

Information Received from Applicant:

- Application for a SPR (dated 1/5/24);
- Existing land description (as of 1/5/24);
- Proposed land description split with new legal descriptions (as of 1/5/24);

- SP (1 pg., dated 1/5/24); and
- Applicants' email response to GTBZA Jansen in reference to GTPC questions/comments during the GTPC meeting held Jan 11, 2024 (dated 1/18/24).

In accordance with the GTZO, the GTPC determined that the information submitted and reviewed does not currently fulfill all of the PSPR requirements. The following information 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 or 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: building sizes; schedule of build-out plan; pertinent statements requested; description of the project; its impact on GT; special considerations or other pertinent information not covered elsewhere; address the market analysis used to determine that this is the proper number of units for this community; and provide the contract language that addresses restricted storage of hazardous material, etc. in the facilities and property;
- Vicinity Sketch (1.e & 2.d; missing; 14.2.B.2.b). A Vicinity Sketch is needed that identifies the required items;
- Written statement regarding other federal, state and local permits required if necessary (1.h & 2.s; missing, 14.3.B.2.q). Include a statement that identifies any permits required (or state none if not required) on the drawing and in the narrative. If required, these permits will need to be obtained;
- Project Completion Schedule (1.m & 2.t; missing, ref: 14.4.B.2.r). Include a Project Key Milestones and Completion Schedule Timeline in estimated number of days from project start date;
- Environmental Impact & Mitigation Report (2.u, 3.d, & 3.e; missing; 14.3.B.2.s). Provide a statement in the narrative as to when a Geotech survey of soils/highwater table will be conducted, and whether any other such related reports are required or not, as determined by State and/or Local authorities (e.g., Michigan's Dept. of Environment, Great Lakes, & Energy (EGLE), and/or Dept. of Natural Resources (DNR)). Provide the report(s) if required. A Geotech report can be provided after a PSPR approval;
- ID existing natural features on and within 300' of the site (2.g; missing; 14.3.B.2.e). Provide this information as required;
- Trafficability/Proposed Roads, drives, alleys, ... (2.k, & 3.f; missing; 14.3.B.2.i). Provide a plan that addresses trafficability to include: anticipated average snow falls, snow removal & storage; anticipated on-site traffic flows (estimated average and high density number of vehicles and periods of use) and congestion mitigation for simultaneous on/off-loading, clearance, and maneuverability of large vehicles that may also be towing trailers around other parked vehicles and corners; and address site visual clearance of road entrance and the Roscommon County Road Commission's approval of it and its construction. The spacing between the buildings and property lines need to be readdressed to conform with the GTZO requirements and to allow emergency vehicles access;
- Traffic Impact & Mitigation Report (2.u, & 3.f; missing; 14.3.B.2.s). Provide a statement in the narrative that specifies if this is required or not as determined by the State and/or Local authorities (e.g., Roscommon County Road Commission). Provide the report if required;

- Proposed Enclosures, Signs, & Lighting (2.m, & 3.c; missing; 9, 12.4, & 14.3.B.2.k). Provide detailed information on any proposed enclosures, signs, and lighting. The spacing between buildings and setbacks between property lines need to meet the GTZO requirements;
- Lighting (2.m, 3.c, 3.g, & 4.c; missing; 9, 12.4, & 14.3.B.2.k). Provided a lighting plan. Need to ensure it meets the requirement. Also need to address lighting, wall packs, dark sky, lighting impact and how it will affect community. Provide a sheet in the engineering drawings that addresses lighting;
- Signage (2.m, 3.c, & 3.g; missing; 9, 12.4, & 14.3.B.2.k). Provide detailed information on proposed signage. A permit authorizing any sign will be required separately from the Building Inspector;
- Trash Receptacles (2.m; deficient; 9, 12.4, & 14.3.B.2.k). Applicants stated a dumpster(s) will be used for trash removal only during construction and removed after its completion. Provide statement regarding trash removal in the narrative stating whether or not a dumpster will be used during and after construction;
- Graphic Illustration of natural features to be disturbed or cleared (2.n; deficient; 14.3.B.2.l). Illustrate the natural features that will be disturbed or cleared (e.g. trees, terrain, etc.). This can be done on the landscaping plan.
- Landscaping/Screening Plan (2.o; deficient; 11, & 14.3.B.2.l). Applicants intend to only landscape around their sign, leaving the current trees along the property lines along the north and south property lines as much as possible for a buffer, while thinning out the west side as necessary to allow room for parking and snow removal. Provide a Landscaping/Screening Plan. Colors and general appearance need to be in harmony with Northern Michigan "Up North" styling. Final outside finish to be approved by GTPC (dark earth tones are recommended);
- Grading/Storm Water Removal (2.p, & 3.e; deficient; 14.3.B.2.n). Applicants intend to drain the rain and snow melt to the east end of the facility using the current terrain to naturally drain and absorb into the ground. They intend to use the west side of the property for snow storage. Provide a plan for grading/storm water removal. Provide a statement in the narrative whether a retention pond will be needed/used. A Stormwater Plan is required by Roscommon County. The Roscommon County Drain Commission is the office that handles this plan. Provide a copy of this plan, which can be provided after a PSPR approval;
- Toxic/Hazardous Substances, & Underground Storage (2.q; deficient; 14.3.B.2.o). Applicants stated that there will be no underground storage and that toxic/hazardous substances will not be permitted. Provide a statement in the narrative stating this and how toxic/hazardous substances will be addressed;
- Elevation Drawings (2.r; missing; 14.3.B.2.p). Provide building elevation drawings. Recommend color schemes to reflect a "northern look" as noted in the landscaping/screening plan bullet item above; and
- General Standards (3.a, 3.b, 5.a, 5.b, 5.c, 5.d, & 6.a; deficient; GTMP). Provide additional marketing analysis detail on the overall size and need for a project this size. A summary of this info should be provided in the narrative statement, and more detailed information as a separate attachment (report).

Briggs will provide the applicant with a letter of the missing and deficient items noted above via the GTBZA. Upon receiving the requested information from the applicant, the GTPC will schedule another meeting to continue the PSPR. A Public Hearing will also be scheduled at a date and time to be determined. Upon completion of a PSPR and Public Hearing, the GTPC will make a recommendation to

the GT Board (the PSPR Approval Authority for Special Land Use SPs) for their decision before proceeding with the Final SPR (FSPR).

2. Mobil Home age limits / 3rd Party inspections / Unconventional Home definition. A discussion continued from previous meetings with GTBZA Jason Jansen reporting on his recent discussions with other Building & Zoning Administrators in the Region and the GT Legal Counsel Mr. Hess concerning a recent court case that ruled that the use of a mobile home cannot be denied based on its age. Hence, Jansen recommended that this issue be closed with no further action be taken at this time to recommend a Zoning Ordinance change with respect to mobile home age limits.

3. Septic Systems. No discussion, carried forward to the next meeting.

4. Short-Term Rental Properties. No discussion, carried forward to the next meeting.

NEW BUSINESS:

1. GTPC 2023 Annual Report Draft. Briggs noted that a proposed GTPC 2023 Annual Report has been prepared for review and vote of approval at the next meeting.

OPEN LINE/PUBLIC COMMENT: None

ADJOURN: Discussion closed by Purkey at 8:58 p.m.

NEXT MEETING: Mar 21, 2024.

Michael B. Briggs, Secretary

Date Approved