

## GERRISH TOWNSHIP (GT) PLANNING COMMISSION (GTPC) MINUTES

**MEETING:** Monthly Meeting – Hybrid (In Person & Online via Zoom).  
**DATE:** Jul 11, 2024.  
**MEMBERS PRESENT:** Andreev, Barber, Briggs, Newton, Purkey, & Semack.  
**MEMBERS ABSENT:** 1 vacancy.  
**OTHERS PRESENT:** Jansen (GT Bldg. & Zoning Admin. [GTBZA]), & 2 Citizens (0 online).  
**MEETING OPENED:** Meeting called to order by Chair Barber at 7:00 p.m.  
**PLEDGE TO FLAG:** Recited.

**AGENDA CHANGES:** None.

**PUBLIC COMMENTS:** None.

**APPROVAL OF MINUTES – PUBLIC HEARING (PH) FOR JIM OSTLING RE-ZONING REQUEST, R-2 TO C-1 (PARCEL NO. 72-004-015-008-0320):** Motion by Semack, seconded by Newton to *“approve the Minutes of the Public Hearing held Jun 13, 2024.”* Motion carried (6-0).

**APPROVAL OF MINUTES – SPECIAL MEETING HELD JUN 13, 2024:** Motion by Semack, seconded by Newton to *“approve the Minutes of the Monthly Meeting held Jun 13, 2024.”* Motion carried (6-0).

### **OLD/ONGOING BUSINESS:**

1. *Re-Zoning Request (Ostling – Parcel No. 72-004-015-008-0320).* Barber led the continued discussion of a re-zoning request from Mr. James Ostling for his property (Parcel no. 72-004-015-008-0320, no current address) that is adjacent to his Higgins Lake Landscaping property located at 9565 N. Cut Rd., Roscommon, MI 48653. In reference to the GTPC letter to the Roscommon County (RC) Board of Commissioners soliciting their input on this re-zoning request (dated Jun 20, 2024), Barber received a response from Ms. Jodi Valentino (RC Controller) that the county commissioners waived their right to comment and/or advise on the matter. The GTPC determined the following:

- Two owners of neighboring lots oppose the re-zoning based on several factors; they do not want commercial development/activity closer to their property than currently exists, and they are concerned there may be some commercial use that would adversely affects their health and/or the surrounding environment;
- RC Commissioners waived their right to comment and/or advise on this matter;
- The current parcel is zoned as two different districts, the western third as Low Density Residential (R-2), and eastern portion, a Local Commercial District (C-1) that abuts the main road. This re-zoning would make the entire parcel one zoning district, C-1; and
- This request meets the following re-zoning standards:
  - consistency with the goals, policies and future land use map of the GT Master Plan;
  - compatibility of the site’s physical and environmental features with the all the uses of the proposed C-1 district in the GT Zoning Ordinance (GTZO);
  - compatibility of all the potential uses allowed in C-1 with surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values; and

- capacity of the GT infrastructure and services is sufficient to the uses permitted in C-1 districts without compromising the “health, safety, and welfare” of the township.

Based on the discussions and the above determinations, a motion was then made by Semack and seconded by Newton as follows:

***“Move to recommend the approval to the Gerrish Township Board of Mr. James Ostling’s request to re-zone the portion of his property (Parcel No. 72-004-015-005-0320) zoned as Low Density Residential District (R-2) to Local Commercial District (C-1).”***

Motion carried (6-0). Barber will draft and send a letter to the GTB with the GTPC’s recommendation. The GTB will then make the final determination on this re-zoning request.

2. Site Plan (SP) Review (SPR) (Witt, Jim’s Collision – 55 W. Federal Hwy). The GTPC is awaiting updated information requested from the applicant. A Final SPR (FSPR) will be scheduled once it is received.

3. Site Plan Review (Severance, Northern Michigan Metal Roofing Storage Building – 635 W. Federal Hwy). Barber led the discussion for a FSPR of the proposed construction of a storage building (2,400 sqft, 30’ x 80’ x 19’) for Northern Michigan Metal Roofing (NMMR) located at 635 W. Federal Hwy, Roscommon, MI 48653 (Parcel No’s. 72-004-001-025-0070 & 72-004-001-025-0075). The GTPC reviewed the newly submitted information (referenced below) with Mr. Severance (owner/applicant). A Project Narrative (7/10/24) was the only updated information provided to the GTPC since its last meeting. It sufficiently addressed all of the missing and deficient information identified during the PSPR held on Jun 13, 2024, except for the following:

- Public & Private Utilities Source & Location (2.i; deficient; 14.3.B.2.j). Applicant provided the locations of the propane tank, and well in the narrative, but still needs to show them, along with the utilities on the SP drawings.

Based on a review using the SP Checklist and further discussions, the GTPC determined that the SP submitted is in compliance with the GTZO and complete for a FSPR pending the submission of the information requested above. A motion, with conditions, was then made by Briggs and seconded by Andreev as follows:

***“Move to approve the Site Plan, as submitted by the owner/applicant Mr. Mark Severance (Northern Michigan Metal Roofing), for the property located at 635 W. Federal Hwy., Roscommon, MI 48653 (Parcel no. 72-004-001-025-0070 & 72-004-001-025-0075) as it meets the requirements of a Final Site Plan Review for compliance and completeness as specified in the Gerrish Township Zoning Ordinance on the conditions that the well, propane tank, and utilities locations specified in the project narrative, are included on the Site Plan drawings.”***

Motion carried (6-0). The applicant will need to provide the requested SP drawing updates to Jansen (GTBZA) to meet the Final SP approval conditions.

4. Review proposed GTZO text and definition changes (Jansen, GTBZA). Barber led the discussion from previous GTPC meetings of possible changes to the GTZO. Jansen discussed the items noted below (from the list presented to the GTPC on Nov 10, 2023 [Ref 1]), and recommended the following:

- *Shoreline Stabilization* (Article 20, Section 20.12.B):
  - Change State acronym “MDEQ” to “EGLE”;
  - Change wording “Site Plan Approving Body” to “Planning Commission”; and
  - Add new subsection c to 20.12.B.4 (using wording from [Ref 1]);
- *Manufactured Housing* (Article 3, Section 3.7.A.3) – No change, keep as is.
- *Mini-Storage Facilities* (17.7.B.1.a) – change “... requirements of Section 10.4” to “... requirements of **Article 10**, Section 10.4”;
- *Definitions:*
  - Modify Definition – **Accessory Buildings**, delete “Prefabricated storage of”;
  - Add New Definitions (as worded in [Ref 1]) – **Clear Vision Area, Decorative Landscape Element / Aka Preliminary Landscape Resolution, High Water Mark, Manufactured Home, Manufactured Housing Community, Modular Home, Park Model RVs, and Tiny House.**

Jansen will submit the recommended changes to the GT Attorney (Mr. Hess) for a legal review, and then back to the GTPC for further review prior to scheduling one Public Hearing for the combined changes.

5. Short-Term Rental (STR) Properties. Barber led a continued discussion on a potential STR Ordinance (STRO) for GT. The GTPC started to develop a list of key specific items that should be addressed in a GT STRO. Barber, Newton, and Semack will vet this list with some other local townships that have a current STRO or are developing one. The GTPC will then compile a list of option(s) and rationale for each item to submit to the GTB for further consideration prior to developing a draft STRO.

**NEW BUSINESS:** None.

**OPEN LINE/PUBLIC COMMENT:**

1. Newton. There are three upcoming events in GT open to the Public during the next several weeks; ACTNOW Annual Meeting & Picnic (Jul 15, 6 p.m. at the GT Marina), GT Public Hearing in reference to the proposed new GT Fire Department (GTFD) Hall (Jul 29, 7 p.m. at the GT Hall), and the GTFD’s 75<sup>th</sup> Anniversary Celebration (Aug 3, 4 – 10 p.m. at GT Park).

**ADJOURN:** Motion by Semack, seconded by Purkey to “**close this meeting.**” Motion carried (6-0). Meeting closed by Barber at 8:58 p.m.

**NEXT MEETING:** Sep 12, 2024.

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Michael B. Briggs, Secretary

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Date Approved