



**PRESQUE ISLE TOWNSHIP  
Planning Commission Minutes  
February 3, 2025 - 6:00 p.m.**

**Call to Order**

6:00 PM

**Pledge of Allegiance**

Pledge was recited.

**Roll Call**

Present: Chair Emeritus Tom Guyer, Vice Chair Stacy Holmén, Secretary Cynthia Paavola, and members Michael Cermak (sworn in prior to meeting), Tom Ludwig, and Dick Lefevre. Township Supervisor and Zoning Administrator Stephen Lang was also in attendance.

Absent: Chair Lisa Larkin

**Approval of Agenda**

A motion was made by Ludwig, supported by Lefevre, to approve the agenda. All ayes. Motion carried.

**Approval of Minutes (1/6/25)**

A motion was made by Paavola, supported by Ludwig, to approve the January 6<sup>th</sup>, 2025, meeting minutes. All ayes. Motion carried.

**Comments from the Audience: (3-minute limit per audience member)**

None

**Correspondence:**

Guyer noted that the commissioners had received correspondence from Denise Cline, Deputy Director of the Northeast Michigan Council of Governments (NEMCOG), and Township attorney Tim Gulden. He indicated that the correspondence would be addressed during Unfinished Business discussions.

Holmén stated that she had received correspondence from former Parks and Recreation Committee member Jan Lefevre regarding the potential tree ordinance and established that the other commissioners had received a copy.

**Unfinished Business:**

- a. Continuing Discussion of Potential Time-of-Transfer Ordinance (Septic-Well)**
- b. Continuing Discussion of Potential Tree Ordinance**

Time-of-Transfer Ordinance Discussion: Guyer confirmed that the commissioners had received the latest draft of the potential time-of-transfer ordinance which included edits by Township attorney Tim Gulden and Denise Cline of NEMCOG.



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The commissioners then discussed Section 5E of the proposed ordinance which states that if property is to be transferred at a time when inclement weather makes a septic inspection impossible, then an amount equal to the inspection fee should be placed in escrow with the Title Insurance Company by the seller. The commissioners questioned whether payment for septic inspections could be made in advance instead. It was concluded that the matter would be discussed with the District Health Department #4 (DHD4) during intergovernmental negotiations.

Guyer next asked the commissioners if they accepted Gulden's edits to the draft. All approved.

The commissioners then considered the definition of *Failed STDS* in Section 3. They agreed to change the definition to "A sewage treatment and disposal system that violates Part IV of the District Health Department #4 Sanitary Code".

When there were no further comments, the commissioners agreed that Lang, Cline, and Gulden could begin intergovernmental negotiations with DHD4 once the changes discussed had been incorporated into a new document.

A motion was made by Guyer, supported by Holmén, to approve the draft with the edits by Township attorney Tim Gulden and the revised definition of *Failed STDS* in Section 3. All ayes. Motion carried.

Tree Ordinance Discussion: The commissioners next considered the creation of a tree ordinance and ultimately determined:

1. A tree ordinance created for the purpose of joining the Tree City USA community should fall under the purview of a tree committee. Once drafted, the ordinance could then be brought to the planning commission for review and approval.



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2. An amendment to the current blight ordinance could address private trees which threaten structures and public safety.

Lang noted that he would discuss amending the blight ordinance with Denise Cline of NEMCOG.

**New Business:**

None.

**Reports:**

- a. **Zoning Administrator – Steve Lang**
- b. **Board Liaison – Jennifer Wiczorkowski**
- c. **ZBA Liaison – Cynthia Paavola**

Zoning Administrator: Lang reported that the plaintiffs in *Hart v. Presque Isle Township* have filed an appeal. He also discussed his participation in a renewable energy workshop conducted by the Michigan Department of Environment, Great Lakes, and Energy and the Michigan Public Service Commission.

Board Liaison: Report attached.

ZBA Liaison: Report attached.

**Comments from the Audience**

The commissioners next heard from two (2) audience members.

It was determined that a notice regarding the formation of a tree committee would be posted on the township's website.

The meeting concluded with commissioners and audience members expressing their gratitude to Tom Guyer for the many contributions he made while serving as Chair.

**Adjournment:**

7:17pm

**Next meeting:** Monday, 3/3/25 at 6:00pm.

TO: Planning Commission Members  
FROM: Jennifer Wieczorkowski  
DATE: January 30, 2025  
RE: Board of Trustees Report from January 13, 2025

Planning Commission Members,

- East Grand Lake Fire Department maintained its ISO (Insurance Service Office) rating of 07.
- The cell phone tower that the Planning Commission recommended for approval on US-23 has been installed but will not be operational until the end of February 2025.
- The township may receive some help from the DNR by way of students from MSU. These students may assist the township with work on our trail systems and in planning future trails within the township.
- Public hearings were held for both Lake Street and Kauffman Blvd.
  - Lake Street received more than 20% objections to the project. The project will not proceed forward at the present time.
  - Kauffman Blvd. special assessment will proceed forward.
- The board was notified by Planning Commission Chairman, Guyer that Holcim has plans to seek rezoning on some of its properties to reclassify property on Lake Essau from Forest and Recreation to Residential.
- Supervisor Lang provided an update on the Hart v PITWP Judgement. The outcome was that the judge granted the township's motion for dismissal.
- Supervisor Lang confirmed that the PC Annual Report was received and read by board members.
- Assessor Laurie Spencer was awarded a Certificate of Achievement from the State Tax Commission for receiving a perfect score on her 2024 PA 660 Assessment Audit Review.
- Clerk, Szydlowski was given board approval to attend a Clerk's Institute in March.
- PITFD was given board approval to hold Ice Rescue Training.
- Board members approved the 2025 Volunteer Fire Department Agreement. The agreement provides funding to the PITFD.

Report to the Planning Commission

From the ZBA January 7, 2025 meeting

Election of Officers -Chair - Charles Smith

Vice Chair – David Larkin Secretary- Dennis Cleary

New Business Classes for Larry Fields, Mary O’Neill, Dennis Cleary,

David Larkin, Stacy Holmén, Cynthia Paavola,

Mike Cermak.

For February and March 2025

Liaison from PC Cynthia Paavola