



PRESQUE ISLE TOWNSHIP
Planning Commission Minutes
January 5, 2026 - 6:00 p.m.

Call to Order

6:00 PM

Pledge of Allegiance

Pledge was recited.

Roll Call

Present: Chair Lisa Larkin, Vice Chair Stacy Holmén, Secretary Cynthia Paavola, and members Tom Ludwig, Michael Cermak, and Richard Lefevre. Township Supervisor and Zoning Administrator Steve Lang was also in attendance.

Absent: Board Liaison Jennifer Wieczorkowski.

Approval of Agenda

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

Approval of 11/3/25 Minutes

A motion was made by Ludwig, supported by Paavola, to approve the 11/3/25 meeting minutes. Motion carried unanimously.

Comments from the Audience (3-min. limit):

The commissioners heard from one audience member regarding the planned trail development across from the Township Hall. Lang noted that Tim Wieczorkowski of Grand Lake Landscaping & Tree Service would perform the clearing for the cost of diesel fuel.

Correspondence:

Larkin confirmed that correspondence received concerning Dennis Pettit's Site Plan Review application had been circulated and noted that it would be addressed during the public hearing.

Public Hearings:

- a. **Kurkechian: Addition to Existing Accessory Structure**
- b. **Pettit: 75'x100' Accessory Structure**

Kurkechian Public Hearing: Larkin opened a public hearing for consideration of a site plan review application submitted by Rick Kurkechian to construct a 16'x50' addition to his existing 36'x56' accessory structure. The subject property is located on McCreery Drive and zoned in the R1 district, parcel no. 120-030-000-002-05.



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Zoning Administrator Steve Lang presented a summary of the site plan review application and noted that the proposed addition would meet the setback requirement.

Present for the meeting via Zoom was applicant Rick Kurkechian who had no further comments.

Larkin asked if there were any audience comments; there were none. She also asked if the commissioners had received any correspondence; none had.

Larkin then closed the public hearing to begin deliberations.

Following a brief discussion of the subject property's greenbelt, the commissioners reviewed the Criteria for Site Plan Approval criteria set forth in Section 5.5 of the Presque Isle Township Zoning Ordinance and determined that all applicable findings of fact had been met.

A motion was made by Ludwig, supported by Lefevre, to approve Mr. Kurkechian's addition to his accessory building. A roll call vote was taken. Motion carried unanimously.

Pettit Public Hearing: Larkin opened a public hearing for consideration of a site plan review application submitted by Dennis Pettit to construct a two-story 75'x100' accessory structure. The subject property is located at 5255 Cedar Wood Drive and zoned in the R1 district, parcel no. 122-016-000-001-03.

Zoning Administrator Steve Lang presented a brief overview of the site plan. He noted that the proposed structure exceeded both the maximum allowable sidewall height of 14 feet and the maximum permitted size for an accessory building's second story living space, which is limited to 50% of the main dwelling's ground floor.



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Present at the hearing was applicant Dennis Pettit, who informed the commissioners that the second story would consist of an office, rec room, storage, and restroom. He also confirmed that the building would not be used for commercial purposes.

Larkin asked if there were any audience comments; there were none. She also reported that the commission had received one item of correspondence from Mr. Pettit's next-door neighbor, Laurel Cook, who approved of the proposed structure.

Larkin then closed the public hearing to begin deliberations.

Although the commissioners agreed that the plan met setback requirements, concerns were raised regarding the sidewall height and potential drainage issues due to the size of the structure. It was noted that the 14-foot height requirement could not be changed without amending the ordinance.

The commissioners ultimately determined the application could not be approved as submitted. The applicant was instructed to revise the plans to comply with sidewall height and second story living space restrictions. The applicant was also asked to provide a drainage plan and submit an accurate illustration of elevations. The commissioners further confirmed that the revised plans could be considered at a regular meeting, and that a public hearing would not be required for application adjustments.

Unfinished Business:

a. Accessory Structures

Accessory Structures: The commissioners discussed potential changes to the accessory structure ordinance, focusing on whether to replace the current percentage-based size limitation with a fixed square-footage cap to prevent oversized structures. The commissioners agreed to review Section 3.14 of the zoning ordinance and present their recommendations at the next meeting.



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New Business:

- a. **Election of Officers**
 - i. **Chair**
 - ii. **Vice Chair**
 - iii. **Secretary**
- b. **Meeting Day and Time.**

Election of Officers: A nomination to reappoint Lisa Larkin as Chair was made by Cermak and seconded by Ludwig. With no other nominations offered, a motion was made by Ludwig and seconded by Lefevre to close the nominations. A vote was taken, and Larkin was unanimously reappointed.

A nomination to reappoint Stacy Holmén as Vice Chair was made by Cermak and seconded by Lefevre. With no other nominations offered, a motion was made by Ludwig and supported by Lefevre to close the nominations. A vote was taken, and Holmén was unanimously reappointed.

A nomination to reappoint Cynthia Paavola as Secretary was made by Holmén and seconded by Cermak. With no other nominations offered, a motion was made by Ludwig and supported by Lefevre to close the nominations. A vote was taken, and Paavola was unanimously reappointed.

Meeting Day and Time: A motion was made by Holmén, supported by Ludwig, to continue holding the scheduled Planning Commission meetings on the first Monday of the month at 6:00 p.m. Motion carried unanimously.

Reports:

- a. **Zoning Administrator – S. Lang**
- b. **Board Liaison – J. Wiczorkowski**
- c. **ZBA Liaison – C. Paavola**

- a. Lang discussed the meeting requirements mandated by the current Planning Commission bylaws. The commissioners agreed to further discuss the bylaws at the next meeting. Lang stated that he would ask staff to email the most current bylaws to the commissioners.
- b. No report was submitted.
- c. Paavola reported that the next ZBA meeting would take place the following day, Tuesday, January 6, at 6:00 p.m., and reviewed the agenda.

Adjournment:

7:16pm

Next meeting: Monday, 2/2/26 at 6:00pm.