



**PRESQUE ISLE TOWNSHIP**  
**Planning Commission Minutes**  
**February 2, 2026 - 6:00 p.m.**

<b>Call to Order</b>	6:00 PM
<b>Pledge of Allegiance</b>	Pledge was recited.
<b>Roll Call</b>	Present: Chair Lisa Larkin, Secretary Cynthia Paavola, Board Liaison Jennifer Wiczorkowski, and members Tom Ludwig, and Richard Lefevre. Township Supervisor and Zoning Administrator Steve Lang was also in attendance. Absent: Vice Chair Stacy Holmén and member Michael Cermak (both arrived at 6:16 p.m.)
<b>Approval of Agenda</b>	A motion was made by Lefevre, supported by Wiczorkowski, to approve the agenda. All ayes. Motion carried unanimously.
<b>Approval of 1/5/26 Minutes</b>	A motion was made by Ludwig, supported by Paavola, to approve the minutes from the 1/5/26 meeting. Motion carried unanimously.
<b>Comments from the Audience (3-min. limit):</b>	None.
<b>Correspondence:</b>	None.
<b><u>Unfinished Business:</u></b>	
<b>a. Pettit Site Plan Review</b>	
<b>b. Accessory Structures</b>	<b><u>Pettit Site Plan Review:</u></b> The commissioners next considered a revised site plan review application submitted by Dennis Pettit to construct a 75'x100' accessory structure. The subject property is located at 5255 Cedar Wood Drive, parcel no. 122-016-000-001-03.  The original site plan required modification due to its noncompliance with the zoning ordinance for R1 accessory structures, including sidewalls in excess of fourteen feet and second floor living space exceeding 50% of the main dwelling's ground floor.  Present for the approval request was applicant Dennis Pettit.



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Lang informed the commissioners that he would consult with Township Assessor Laurie Spencer to determine whether the subject property is zoned R1 or FR, as the classification had not yet been confirmed. Lang explained that if the property is zoned FR, the original plans could remain unchanged because the FR district does not impose a fourteen-foot sidewall limitation. He also stated that he would inquire whether the assessor would permit a five-acre lot split, which would also allow the original design to proceed, as the building could then be classified as a dwelling rather than an accessory structure. It was further noted that the revised plan submitted by Pettit meets all zoning requirements should the property be classified as R1 and the lot split not be permitted. A drainage plan was also submitted.

After discussion, the commissioners agreed to defer action pending the assessor's determination.

A motion was made by Wiczorkowski, supported by Cermak, to postpone the Pettit site plan review until the March meeting unless an alternate session is scheduled. Motion carried unanimously.

**Accessory Structures:** The commissioners then discussed proposed revisions to the accessory structure ordinance, including replacing the current percentage-based size limitation with a fixed limit and revising the definitions and applications of "building" versus "structure" and "lot" versus "parcel."

Lang recommended inviting Denise Cline, Deputy Director and Chief Planner of the Northeast Michigan Council of Governments (NEMCOG), to attend a future meeting to address questions. He agreed to submit all commissioner inquiries concerning accessory structures, green belts, fences, and Section 4 (permitted and special uses) to Cline by March 2. It was further agreed that the commission would review Cline's responses at the April 6 meeting.



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Lang also agreed to provide a size breakdown of all parcels within the R1 and R2 districts.

**New Business:**

**a. Planning Commission Bylaws**

**Planning Commission Bylaws:** The commissioners next discussed proposed amendments to the bylaws. The suggested changes included:

1. Removing the phrase “but in the event fewer than three members” from Section 3.6.
2. Revising the agenda order in Section 3.8.
3. Retaining the minimum requirement of four (4) meetings per year.
4. Reducing the special meeting notice requirement in Section 3.2.1 from forty-eight (48) to eighteen (18) hours.
5. Correcting a typographical error in Section 1.1.
6. Adding language regarding commissioners’ use of social media in relation to planning commission matters.
7. Changing the number of members to seven (7) and the quorum to four (4).

The commissioners agreed that Lang would submit any questions regarding the proposed bylaws revisions to Denise Cline by March 2. It was confirmed that her responses would be reviewed at the April 6 meeting.

**Reports:**

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

- a. A written report was submitted and summarized by Lang.
- b. A written report was submitted and summarized by Wiczorkowski.
- c. A written report was submitted and summarized by Paavola.

**Adjournment:**

7:22pm

**Next meeting:** Monday, 3/2/26 at 6:00pm.

Zoning Administrator Report for PC Meeting -2-2-2026

Struggling with Judge Ekdahl to understand Municipal Civil Infractions

Working with the County Building Inspector and the Health Department to have 3 dwellings removed.

- 1, East Grand Lake Rd – Agreed to de demolish – sent Demo Permit Application

1. Kauffman Blvd – Agreed to demolish – Sent Demo Permit

Turned over 3 items to Township Attorney Gulden for formal hearings before Judge Ekdahl:

1. Richard and Bonnie Beuter – Blight
2. Cable – Bell Bay – Blight
3. Paddock – PIHA – Blight

Sent letter to 2025 Short Term Rentals to remind them they need to re-apply for 2026.

Contacted Alpena Power to have them shield the streetlights at Parallel and Birch and White Ash

Omega Electric has completed repairs at the 1870 Keepers Quarters, 1905 House and Garrity. Electrical inspection passed. 1840 electrical repairs will commence February 2, 2026.

Curtis Excavating will begin parking lot excavation next week

TO: Planning Commission Members  
FROM: Jennifer Wieczorkowski  
DATE: January 29, 2026  
RE: Board of Trustees Report from January 12, 2025

Planning Commission Members,

- Time of Transfer Ordinance discussion and approval. The board unanimously approved the ordinance and the Notice of Adoption.
- The board approved the audit engagement letter for SOME-CPA's for the 2025-2026 fiscal year.
- The board approved the following housekeeping items:
  - Board of Trustee meetings will continue to be held on the second Monday of each month at 4:00 PM.
  - The Township Hall will be closed for all federal holidays in 2026.
  - Mileage reimbursement follows the federal guidelines and will increase to 72.5 cents per mile.
  - Minimum wage increased to \$13.73 per hour.
- The board approved the Poverty Exemption Guidelines and Asset Test for 2026.
- The board approved the usage of the 1870 Lighthouse ground to be used for the annual Light Up the Sky 5K event.
- Discussion was had regarding the special assessment district for the lake levels of Gand Lake and Lake Esau. Specific request was made regarding the assessment to the back lots within the Harbor Association. The board discussed this topic and decided to invite county officials to a future meeting. The board would like to discuss concerns directly with Board of Commissioners Chair, Clifford Tollini and District 5 Representative, Rob Crook. It was also asked by an audience member to invite the Drain Commissioner, Bob Macomber.
- Fire Department Chief, Larry LaCross provided updates on recent activities, including a successful interagency effort to locate a missing person in the Emily Hunt Wildlife Preserve.

Presque Isle Township  
ZBA Meeting January 6, 2026

Report to the Planning Commission

New Business:

Election of Officers:

Chair- Mary Ann McCoy

Vice Chair -Larry Fields

Secretary – Cynthia Paavola

Motion made to appointments- Motion carried.

Cordially, Cynthia Paavola

A handwritten signature in cursive script, appearing to read "C. Paavola", written in black ink.

