



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

**Call to Order**

6:00 PM

**Pledge of Allegiance**

Pledge was recited.

**Swearing-In of New Members**

Stacy Holmén, Dick Lefevre, Cynthia Paavola, and Jennifer Wiczorkowski were administered the oath of office by Township Supervisor Stephen Lang.

**Roll Call**

Present: Chair Tom Guyer, Vice Chair Lisa Larkin, Secretary Tom Ludwig, Board Liaison Jennifer Wiczorkowski, and members Stacy Holmén, Dick Lefevre, and Cynthia Paavola. Township Supervisor and Zoning Administrator Stephen Lang was also in attendance.

**Election of Officers**

Guyer began by acknowledging the achievements and qualifications of Lisa Larkin, Stacy Holmén, and Cynthia Paavola. A motion was made by Guyer, supported by Ludwig, to appoint Lisa Larkin to the office of Chair, Stacy Holmén to the office of Vice Chair, and Cynthia Paavola to the office of Secretary. A roll call vote was taken. All ayes. Motion carried.

**Approval of Agenda**

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

**Approval of Minutes (12/2/24)**

A motion was made by Paavola, supported by Ludwig, to approve the December 2<sup>nd</sup>, 2024, meeting minutes. Ayes: 5. Abstentions: 2. Motion carried.

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

The commission heard from two (2) audience members.

1. A grievance was made about the pine trees obstructing clear vision of oncoming traffic near Highland Pines and Pine Street. Lang stated that he had already discussed the matter with David Kowalski, Superintendent of the Presque Isle County Road Commission (PICRC). Lang indicated that he would contact Kowalski for an update.
2. A grievance was made regarding trees obstructing clear vision of oncoming traffic near East Grand Lake Road and Rayburn. Lang stated that he would speak to the PICRC Superintendent about the issue.



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**Correspondence:**

Guyer reported that he received correspondence from incoming Planning Commission member Mike Cermak regarding the potential time-of-transfer and tree ordinances. Guyer indicated that he would address the correspondence during those respective discussions.

**Unfinished Business:**

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

Time-of-Transfer Ordinance: Guyer stated that he had circulated his suggestions for the proposed ordinance. He noted that if the commissioners agree to the changes, a revised draft could be submitted for review to Northeast Michigan Council of Governments Deputy Director and Chief Planner Denise Cline and attorney Tim Gulden. Guyer then asked for comments from the commissioners.

Larkin indicated that once the ordinance goes into effect, septic systems without a permit would be required to be evaluated within 12 months. She noted that before passing an ordinance, the commission would need to determine which homes do not have septic permits. She questioned the amount of time it would take for such a project. Lang proposed sending a letter to homeowners to ask when they last had their septic evaluated. He also offered to research assessment records to determine what year homes were built and submit his findings to the commission.

Holmén questioned if the District Health Department #4 (DHD4) would have the manpower to complete the septic evaluations within 12 months given the personnel available. Guyer indicated that the issue will be addressed during negotiations with DHD4.

The commissioners next discussed each of the proposed revisions and concluded:

1. The commission will receive a notice from the Presque Isle Township Assessor when a property is transferred.



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2. If the commission receives notification of a property transfer, the new owner must have the septic system evaluated within 60 days.
3. If property is transferred in the winter when an inspection can't be carried out, then the amount equal to the inspection fee should be placed in escrow with the Title Insurance Company by the seller.
4. The title of the document will be changed from *Septic Inspection and Property Transfer Ordinance* to *Septic/Well Inspection and Property Transfer Ordinance*.

When there were no further comments, the commissioners agreed to submit a revised document with the changes discussed to Gulden and Cline for review.

ZBA Liaison: (The commissioners discussed this item outside of the established agenda order after the tree ordinance deliberation.)

Guyer noted that under the Planning Commission's bylaws, the chair is responsible for nominating the Zoning Board of Appeals Liaison. He proposed the appointment of Cynthia Paavola and discussed her qualifications. Larkin supported the nomination and Paavola accepted the position.

**New Business:**

- a. **Tree Ordinance**
- b. **2024 Planning Commission Annual Report**

Tree Ordinance: (The commissioners discussed this item outside of the established agenda order before the ZBA Liaison appointment.)

Guyer began by introducing resident Wayne Buszka who was proposing the creation of a tree ordinance in Presque Isle Township. Mr. Buszka had provided a copy of the City of Alpena's tree ordinance to the commission as an example and explained the reasoning behind his request.



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Guyer asked Lang if he had any authority to deal with tree complaints as the Zoning Administrator. Lang explained that he did not.

Guyer next read aloud the correspondence received from incoming Planning Commission member Mike Cermak. Mr. Cermak pointed out that Presque Isle Township is a rural community unlike Alpena. He wrote that he didn't see a need for anything beyond a basic tree ordinance that would cover dead and fallen trees along property lines. He also questioned whether existing county and state laws may already govern such situations.

Guyer then asked for input from the other commissioners.

Paavola shared a story of when a neighbor's tree fell onto her house and her insurance had to cover the cost. She indicated that she would support such an ordinance.

Wieczorkowski shared a story of when a tree had fallen onto a neighboring property. She expressed concern over how such an ordinance would be enforced due to the township's limited resources.

Ludwig agreed with Cermak that there is a difference between a city and a rural township. He also indicated that there should be something enacted to address safety concerns.

Guyer stated that he would be in favor of moving forward with an ordinance. He recommended using Section 102-40 of the Alpena ordinance (*Private Trees*) as a reference.

Holmén questioned if any of the township's existing ordinances could be modified to include hazardous trees. She also recommended looking at tree ordinances which have been enacted in other rural lake communities.

Larkin suggested that the ordinance be limited to C1 and R2 districts where the houses are closer together. She also



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indicated that an ordinance might motivate residents to address hazardous trees on their property.

Lefevre stated that he was in support of an ordinance for safety concerns. He noted that there is a big difference between the city of Alpena and rural areas. He also expressed concern about how the ordinance would be enforced.

When there were no more comments, Guyer suggested that the commission continue the tree ordinance discussion in February. The commissioners agreed.

Lang indicated that he would contact the township's attorney about modifying an existing ordinance to include hazardous trees.

The commission next heard comments from two (2) audience members.

2024 Annual Report: Guyer stated that according to the Michigan Zoning Enabling Act, the Planning Commission must provide an annual report to the Township Board of Trustees. He asked the commissioners who served last year (Paavola, Ludwig, Larkin and Lefevre) for any comments on the final draft presented. When there were no further comments, Guyer indicated that the report would be signed and submitted to the board.

**Reports:**

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

Zoning Administrator: Lang began by discussing items which were not passed in the Michigan legislature in 2024 and would have to be reintroduced for consideration in 2025. The issues included the preemption of local zoning authority on siting of sand and gravel mining operations and the creation of a short-term rental statute maintaining local zoning authority.



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Lang next reported that letters to previous Short-Term Rental applicants were being sent. He indicated that one application had already been approved.

Lang also provided an overview of a recent federal court case, *Hart v. Township of Presque Isle*. He reported that the judge had granted the township's motion for dismissal.

Board Liaison: Report attached.

ZBA Liaison: Lang provided a summary of the special meeting that was held by the Zoning Board of Appeals on November 13<sup>th</sup>, 2024.

**Comments from the Audience**

(Comments were made outside of the established agenda order before the reports).

The commissioners heard from one (1) audience member.

Former Parks and Recreation Committee member Jan Lefevre informed the commission that the township cannot apply to become a Tree City through the Arbor Day Foundation until a tree ordinance is established. She also recommended that the ordinance includes protections for trees owned by the township and general information about which trees are best to plant.

**Adjournment:**

7:04pm

**Next meeting:** Monday, 2/3/25 at 6:00pm.

Report to the Planning Commission

BOT meeting December 9, 2024

Meeting was called together: Full Board of Trustees in attendance

All Board members were sworn in for the new term of office. Kate Sydlowski will be sworn in the end of December 2024.

New Business: All depositories of Township Funds and signers NO. 16. Approved  
Approved of Committee Liaisons from the BOT  
A new starting time was offered and denied the time is still at 4:00 pm.  
Appointment to all committees were approved.  
March Resolution NO 15 for the BOR dates approved  
Poverty Exemption Resolution NO 17 was approved  
Master Plan Resolution NO. 18 and NO. 19 were approved

Deputy pay for Treasurer and Clerk will be \$14.00 hourly. Approved

PITWFD asked for approval for repair on a trailer -Approved

Meeting adjourned.

Cordially,

  
Cynthia Paavola-Clerk



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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



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May 5, 2025 - 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, Vice Chair Stacy Holmén, Secretary Cynthia Paavola, Board Liaison Jennifer Wiczorkowski, and members Michael Cermak, Tom Ludwig, and Dick Lefevre. Township Supervisor and Zoning Administrator Stephen Lang was also in attendance. Absent: None.
<b>Approval of Agenda</b>	A motion was made by Lefevre, supported by Ludwig, to approve the agenda. All ayes. Motion carried.
<b>Approval of Minutes (2/3/25)</b>	A motion was made by Paavola, supported by Holmén, to approve the February 3, 2025, meeting minutes. All ayes. Motion carried.
<b>Comments from the Audience: (3-minute limit per audience member)</b>	None
<b>Correspondence:</b>	None
<b><u>Public Hearing:</u></b>	
<b>a. Time of Transfer Ordinance</b>	Larkin next called to order a public hearing for the consideration of a Septic/Well Inspection and Property Transfer Ordinance. She informed the audience that as a stand-alone ordinance, a public hearing was not required but the commissioners were seeking additional feedback.  The commission then took comments from the audience. Three (3) residents spoke in favor of the ordinance and two (2) had questions.  When there were no further comments, Larkin closed the hearing to begin deliberations. Lefevre, Cermak, Holmén and Paavola spoke in support of the ordinance. Wiczorkowski expressed concern about how the ordinance would be enforced.



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Larkin then informed the commission that she and Lang had attended the April board meeting of District Health Department #4 (DHD4). Lang noted that once the ordinance was passed, an intergovernmental agreement would be reached between the township and DHD4. He also indicated that the ordinance would go into effect 180 days after it is adopted.

When there were no further comments, a motion was made by Lefevre, supported by Holmén, to recommend the approval of the ordinance to the Presque Isle Township Board of Trustees. A roll call vote was taken. All ayes. Motion carried.

**Unfinished Business:**

- a. Blight Ordinance Addition: Neighbor's Trees**
- Lang informed the commission that the township's blight ordinance could not be amended to include hazardous trees per Denise Cline of the Northeast Michigan Council of Governments (NEMCOG). Lang stated that Cline and Township attorney Tim Gulden had suggested that a letter be sent to the property owner if a hazardous tree complaint is filed. Lang added that it would then be on record that the owner had been given notice should the hazardous tree ever cause damage or injury.

**New Business:**

- a. Barndominiums**
- b. Master Plan Discussion: Affordable Housing Issues**
- c. Fertilizer Usage (Lake Lots)**
- d. Blight Ordinance Addition: Brush Piles**
- Barndominiums: Larkin reported that correspondence had been received from Denise Cline of NEMCOG regarding the regulation of barndominiums. Lang stated that while other communities have banned such structures, he had recently approved the construction of a barndominium within the township as it had met all current zoning standards.

Larkin questioned which zones within the township allowed accessory structures without a primary dwelling. Lang stated that the R1 district allowed for such.



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After a brief discussion, the commissioners agreed to discuss the item further at the next meeting and determine whether any regulations should be implemented.

Affordable Housing: Larkin stated that as the new chairperson, she wanted to focus on the lack of affordable housing in Presque Isle Township- an issue that had been addressed in the township's survey and master plan. She asked the commissioners to consider areas where low-cost and multifamily housing could be possible within the township.

Lang suggested the creation of overlay districts in the Forest Recreation district to allow for homes less than 1,000 square feet. He added that it would be up to the planning commission to set parameters for standards.

Fertilizer Usage: The commission next discussed the potential impact of fertilizer use on township lakes and the possible regulation of fertilizer containing nitrates and phosphates. Also present for the discussion was ZBA member and Michigan Clean Water Corps volunteer Mary Anne McCoy.

Larkin began by commending Holmén and McCoy for the water testing they had conducted on Grand Lake in 2024. While the results of the testing showed that Grand Lake was clean, Larkin questioned if regulation should be considered to prevent nitrates and phosphates from affecting the water in the future.

Lang suggested rewriting Section 3.22(D) of the Presque Isle Township Zoning Ordinance (*Greenbelts along Waterfront Property*) which states: "the use of pesticides, herbicides and fertilizers is strongly discouraged." He suggested changing "strongly discouraged" to "prohibited". He also noted that doing so would require a public hearing.

Ludwig questioned why anything needed to be done if the water had been found to be clean.



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Holmén noted that it would be easier to protect clean water than to try and restore it if a problem arises.

McCoy then took questions from the commission regarding the 2024 Grand Lake water testing. She stated that 2024 was the first year that anyone had taken measurements of the nitrates and phosphates within the lake. McCoy also discussed lakes in Michigan with the worst algae problems. She indicated that such lakes are typically surrounded by farmlands which use substantial amounts of fertilizer.

When there were no further questions or comments, a consensus was reached that while the lakes continue to be monitored, there would be no regulation considered at this time.

Brush Piles: Lang reported that he had spoken with Presque Isle County Road Commission (PICRC) Superintendent David Kowalski. Lang stated that the PICRC is currently clearing brush along the roads throughout the township but would not be clearing debris from private property.

**Reports:**

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

Zoning Administrator: Report attached.

Board Liaison: Report attached.

ZBA Liaison: Report attached.

**Comments from the Audience**

The commission heard comments from two (2) audience members.

Virginia Waterson of the East Grand Lake Fire Department (EGLFD) asked the commission to consider amending current driveway regulations to require width and height standards. Larkin agreed to have the item on a future agenda.

**Adjournment:**

7:08pm

**Next meeting:** Monday, 6/2/25 at 6:00pm.

## Zoning Administrator Report for PC Meeting 5-5-2025

### Land Use Permits

4 Dwellings

1 Addition

6 Accessory Structures

1 Deck

A Blighted dwelling on Highland Pines Rd that I have been corresponding with is being repaired and remodeled.

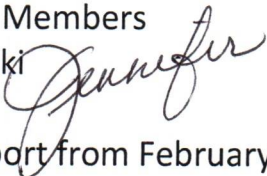
Drove through half of the PIHA and discovered 10 violations. Will drive the other half as time permits.

I am dealing with a blight on Wilderness Circle (see photos)

Working with Road Commission about tree clean-up on the road shoulders and ditches. They have started chipping and shredding west of Hwy 638 and will continue working in the Grand Lake area prior to moving to Long Lake. Any trees that the RC plowed onto your yard will also be taken care of by the RC.

Short Term Rental applications are coming in.

SL

TO: Planning Commission Members  
FROM: Jennifer Wieczorkowski   
DATE: May 1, 2025  
RE: Board of Trustees Report from February & March 2025

Planning Commission Members,

- A Special Assessment Roll was prepared for Kauffman Road and Boulevard for road improvements. A public hearing was held on March 10<sup>th</sup>, 2025. No objections were made.
- Clerk Szydowski attended New Officials Training. Changes to how invoices are paid have been implemented based on information learned at this training. Board approval is required for all invoices prior to payment, with exceptions for utilities, payroll, and emergency expenses.
- The township board approved the creation of a competitive bid policy. Any project over \$5,000 will require a Request for Proposal (RFP). A committee has been established. The members are Steve Lang, Mark Devers, Matt Bedard, and David Zolnierek.
- ZBA Appointment was made by Steve Lang. He requested that Mary Anne McCoy be appointed. The board approved.
- Township Hall Closures. The board approved that the township hall would be closed on all federal holidays. As well as closing from Christmas Eve through New Year's Day.
- Minimum Wage increase from \$10.33 to \$12.48 went into effect on February 21, 2025.
- Gift Shop startup money was approved, and the Viking Cruise ships schedule was discussed.
- Steve Lang informed the audience that there would be another meeting conducted by Presque Isle County regarding the Lake Esau and Grand Lake special assessment district. He indicated that the purpose of the meeting will be to discuss costs. Lang stated that information about the meeting will be published on the township's website once it becomes available.
- The 2024 tax season is now closed and turned over to the County.
- NE MI Community Foundation will no longer be supporting Giving Tuesday.
- The scope of work for the 1870 parking lot has been completed by the RFP Committee and requests for bid will be sent out.
- Steve Lange discussed the amount incurred by the Lake Street/Fireside Highway special assessment request that will not be able to be recovered. This project is being removed from future agendas.
- Kate Szydowski reported that the township owes \$23,854.28 to the IRS from 2017 due to unspecified issues. Lang stated that Szydowski had received an IRS case number and will discuss the matter with an agent.
- Kate Szydowski also reported that the Township owes \$1,074.75 to the IRS from 2021. Lang indicated that he suspects it is due to penalties for misreported 1099 information.
- Tree Committee – Steve Lang reported that a tree committee had been formed to assist the township in qualifying for Tree City USA recognition. He also stated that he plans to attend the committee's first meeting which had not yet been scheduled.
- The township board will send a letter of support for the Fireside 500.
- Earned Sick Time Act will be further discussed at the next board meeting.
- Time-of-Transfer Steve Lang reported that he attended a virtual meeting with representatives from NEMCOG and District Health Department #4 (DHD4) to discuss an intergovernmental agreement on the proposed time-of-transfer septic/well ordinance which had been drafted by the Presque Isle Township Planning Committee. Lang also stated that township attorney Tim Gulden had subsequently written a draft of the agreement. Lang also indicated that DHD4 Environmental Health Director Kevin Prevost would be presenting the agreement and the draft ordinance at the next DHD4 Board of Health meeting.

Report to the Planning Commission

From the Zoning Board of Appeals

April 29<sup>th</sup>, 2025

The zoning board held a public hearing for a side yard variance request from Chris Crittenden and Liske Construction.

The applicants provided much input as to why the variance was necessary. After much discussion amongst the board, a roll call vote was taken, and the variance request was denied.

This concludes my report.

Cynthia Paavola



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**June 2, 2025 - 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, Board Liaison Jennifer Wieczorkowski, and members Michael Cermak, Tom Ludwig, and Richard Lefevre. Township Supervisor and Zoning Administrator Stephen Lang was also in attendance. Absent: None.

**Approval of Agenda**

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

**Approval of Minutes (5/5/25)**

A motion was made by Holmén, supported by Lefevre, to approve the May 5<sup>th</sup> meeting minutes. All ayes. Motion carried.

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

The commission heard from one (1) audience member who asked about a potential tree ordinance. Larkin instructed the audience to lodge any hazardous tree complaints with the Township Supervisor who would then notify the property owner.

**Correspondence:**

Larkin reported that she received one (1) item of correspondence which would be addressed during the barndominium discussion.

**Public Hearing:**

**a. Up North Storage – Site Plan Review**

Larkin next called to order a public hearing for the consideration of a site plan review application submitted by Matt Ulrich of Up North 49777, LLC, 7825 East Grand Lake Rd, Presque Isle, MI 49777, parcel no. 122-028-000-001-03. The subject property is zoned in the C1 district.

Present for the hearing was applicant Matt Ulrich.



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Larkin began by giving a brief explanation of public hearing procedure to the audience.

Lang then presented a summary of the application. He stated that Mr. Ulrich was requesting the addition of a 20x130-foot storage structure to be completed in 2025 and a 30x100-foot storage structure to be completed in 2026. Lang noted that the application was complete, and the proposed addition is considered an allowable use within the C1 district.

Applicant Matt Ulrich then addressed the commission. He stated that the additional structures were needed as his current units have been at full capacity for two years. Lang noted that Mr. Ulrich would be completing the slab for the 30x100-foot structure in 2025.

The applicant then took questions from one (1) audience member. When there were no further comments, Larkin asked if the commissioners had received any correspondence. None had. Larkin then closed the public hearing to begin deliberations.

Larkin asked for confirmation that the applicant was only requesting permission to build the 30x100-foot and 20x130-foot additions as there was an additional plan included with the application. Mr. Ulrich confirmed that he was only requesting permission for the two structures.

Paavola questioned whether Mr. Ulrich had received permission from the Michigan Department of Environment, Great Lakes, and Energy (EGLE) to build the structures due to the wetlands in the area. Mr. Ulrich stated that he had previously worked with EGLE when he initially cleared the site and created a drainage plan. He also indicated that EGLE had originally determined that the site was not considered a wetland.

Wieczorkowski asked for clarification as to whether the commission would be voting on both structures or if Mr. Ulrich would need to submit another application in 2026.



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Lang confirmed that Mr. Ulrich would not need to submit another application in 2026 if the site plan review application were approved.

The commissioners next inquired about landscaping plans for the site and offered several recommendations to help shield the proposed structures from the road. Mr. Ulrich indicated that he would cooperate with the commission on any suggestions for a greenbelt. He also stated that he had developed an irrigation system for the pine trees that were previously planted at the lot. He also requested to work with Lang on all landscaping decisions related to the structures. The commissioners agreed.

Larkin next went over the criteria for the Findings of Fact. The commissioners confirmed that all conditions had been met.

A motion was made by Paavola, supported by Holmén, to approve the 2025 and 2026 structures. A roll call vote was taken. All in favor. Motion carried.

**Old Business:**

- a. Barndominiums**
- b. Master Plan Discussion: Affordable Housing**
- c. Brush Piles Addition to Blight Ordinance**

Barndominiums: Larkin reported that she had received correspondence from Zoning Board of Appeals member Mary Anne McCoy regarding the prohibition of barndominiums in other communities.

Lang stated that he had spoken with Denise Cline of the Northeast Michigan Council of Governments who agreed to develop language for a zoning amendment should the commissioners decide on any barndominium restrictions.

The commissioners next discussed potential regulations that could be enacted to prevent barndominium residences from resembling industrial buildings. The suggestions included restrictions on building materials and garage sizing and placement.



**PRESQUE ISLE TOWNSHIP**  
**Planning Commission Minutes**  
**June 2, 2025 - 6:00 p.m.**

When there was no further discussion, Larkin asked the commissioners to each devise a list of prospective regulations and formulate a definition for the classification of a barndominium. The commissioners agreed to present their suggestions at the next meeting on July 7<sup>th</sup>.

Affordable Housing: The commissioners next considered the potential for affordable housing within the township. The discussion included the possibility of:

- subsidized housing.
- smaller homes (less than 1,000 feet).
- manufactured housing communities.

The commissioners also considered potential locations for such development including the commercial district at Rayburn and US-23 and areas within the Presque Isle Harbor Association. Larkin stated that moving forward, the commissioners would first need to identify an area that could be developed. Lang agreed to send zoning maps to each commissioner to assist.

Blight Ordinance: The commissioners agreed to remove this item from the agenda as most brush piles had been cleared.

**New Business:**

- Transmittal of Holcim Rezoning Request**
- Driveway Regulations (Fire Dept. Request)**

Holcim Rezoning Request: Lang next presented an application to rezone property submitted by Holcim. The subject property is located on the south shore of Lake Esau in Section 28 between Pioneer Trail and Kauffman Boulevard. The applicant is requesting that the property now classified as a Forest Recreation District be reclassified as a Single-Family Residential District. Larkin stated that the commission would hold a public hearing on the rezoning request at the next meeting on July 7<sup>th</sup>. She also encouraged the commissioners to visit the site prior to that meeting.



**PRESQUE ISLE TOWNSHIP**  
**Planning Commission Minutes**  
**June 2, 2025 - 6:00 p.m.**

Driveway Regulations: This discussion was tabled as the commissioners had not received height and vehicle specifications from the fire department.

**Reports:**

- |                                    |                  |
|------------------------------------|------------------|
| a. Zoning Administrator – S. Lang  | Report attached. |
| b. Board Liaison – J. Wiczorkowski | Report attached. |
| c. ZBA Liaison – C. Paavola        | No Report.       |

**Adjournment:** 7:24pm

**Next meeting:** Monday, 7/7/25 at 6:00pm.

Zoning Administrator Report for PC Meeting 6-2-2025

Land Use Permits

5 Dwellings

2 Additions

2 Accessory Structures

The blighted dwelling on Highland Pines Rd is being repaired.

Drove through half of the PIHA and discovered 10 violations. Will drive the other half as time permits.

Short Term Rental applications are coming in.

SL

TO: Planning Commission Members  
FROM: Jennifer Wiczorkowski   
DATE: May 29, 2025  
RE: Board of Trustees Report from April 2025

Planning Commission Members,

- Supervisor Lang informed the board of the Verizon cell tower would soon be operational. T-Mobile will also be transmitting from the same tower.
- The annual fire department loan payment has been made for the mini-pumper and the ambulance.
- Supervisor Lang sent out 6 additional RFP's and a bid notice was placed in the Advance. Holcim has agreed to donate the material for the parking lot fill.
- The Time of Transfer Ordinance was approved by the board of trustees.
- Thunder Bay National Marine Sanctuary will be conducting a "visitor use" study which will include short surveys of residents and visitors at the New and Old Lighthouse parks. This will take place between May and October.



**PRESQUE ISLE TOWNSHIP**  
**Planning Commission Minutes**  
**July 7, 2025 - 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, Board Liaison Jennifer Wieczorkowski, and members Michael Cermak, Tom Ludwig, and Richard Lefevre. Township Supervisor and Zoning Administrator Stephen Lang and Deputy Zoning Administrator Dennis Cleary were also in attendance.  
Absent: None.

**Approval of Agenda**

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

**Approval of Minutes (6/2/25)**

A motion was made by Paavola, supported by Holmén, to approve the 6/2/25 meeting minutes. All ayes. Motion carried.

**Comments from the Audience (not related to the public hearing):**

None.

**Correspondence (not related to the public hearing):**

None.

**Public Hearing:**

Larkin next called to order a public hearing for the consideration of a property rezoning request submitted by Amrize Ltd. (formerly Holcim – ACM Management, Inc.). The subject property is located at the south shore of Lake Esau in Section 28 between Pioneer Trail and Kauffman Blvd. (Parcel numbers 122-028-000-005-01 and 122-028-000-005-02.) The applicant is requesting that the property currently classified as Forest Recreation be reclassified as Single-Family Residential.

Larkin began by providing an overview of how the public hearing would proceed.



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**July 7, 2025 - 6:00 p.m.**

Cleary next presented a summary of the application. He stated that the applicant was seeking to divide idle strategic properties, especially those that did not contain valuable mineral resources. Cleary indicated that once rezoned, the property would be listed for sale and developed into no more than six (6) home sites. Cleary also noted that a five-acre conservation easement which exists on the westernmost portion of the property would remain undeveloped.

Rob Hayes, Regional Land Manager for Amrize Ltd., then addressed the commission and presented a drawing of the proposed parcels. He stated that the lots would be accessed by a road that would be constructed and paid for by Amrize. He also indicated that Amrize would retain a drainage easement for supplying water to Lake Esau.

The commissioners next heard from twenty-one (21) audience members who voiced objections to the rezoning request and two (2) who had questions. Most expressed concerns over the negative environmental impacts the development could have. Many attendees also found the rezoning to be inconsistent with the township's Master Plan. Several also referenced a 2015 hydrogeological study conducted by Michigan State University and voiced concerns over the future of Lake Esau. Some participants also discussed the need for a reclamation plan before the Amrize quarry closes.

When there were no further comments, Larkin presented three (3) items of correspondence which also expressed opposition to the application.

Larkin next invited Hayes to respond.

Hayes stated that the proposal was both pro-development and pro-environment. He stressed that the lots would not be mined, and the wetlands would not be touched. He also reiterated that the five-acre conservation easement would be preserved. Hayes noted that there had been no studies conducted thus far regarding threatened or endangered



**PRESQUE ISLE TOWNSHIP**  
**Planning Commission Minutes**  
**July 7, 2025 - 6:00 p.m.**

species on the property. He also said that water would continue to be pumped into Lake Esau in accordance with the agreement reached with Presque Isle County in 1984. Hayes denied that a 2015 hydrogeological study had shown any connection between the water in Lake Esau and the quarry. He also indicated that Amrize is currently in compliance with its permit from the Michigan Department of Environment, Great Lakes, and Energy (EGLE). Hayes noted that reserves remaining in the quarry would last for at least another forty years. He also stated that Amrize is not responsible for any reclamation plan though it had developed one. Hayes also noted that the plan had been shared with the township's Community Advisory Group.

When there were no further comments, Larkin closed the public hearing to begin deliberations.

Holmén questioned if the six home sites could potentially be further subdivided if the request were approved.

Ludwig questioned how homeowners on the new parcels would be able to access their properties without going through the wetlands.

Wieczorkowski asked if an evaluation would be conducted to determine whether the property contained any protected species. Lang stated that any property within five hundred feet of a lake would require an EGLE assessment before building and would fall upon the potential buyer to obtain.

Wieczorkowski next asked if Amrize had filed an application with EGLE before dividing the property. Hayes stated that the property delineation was completed by a wetland scientist who determined the limits of the wetlands on each lot.

Paavola stated that further evaluation should be done before deciding on the application.



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**July 7, 2025 - 6:00 p.m.**

Holmén asked if the property would be deforested in preparation of the sale. Mr. Hayes stated that it would not.

When there was no further discussion, Lang recommended postponing the decision until the next meeting and hiring an engineer to assess the wetlands on the subject property. He also suggested using Northeast Michigan Council of Governments Deputy Director Denise Cline to assist with the application evaluation.

A motion was made by Wiczorkowski, supported by Paavola, to postpone the decision until the commission had acquired more information. All ayes. Motion carried.

In closing, Larkin indicated that the commissioners would review the Findings of Fact (Section 10.3 of the Presque Isle Township Zoning Ordinance) at the next meeting on August 4<sup>th</sup>, 2025.

**Old Business:**

- a. Barndominiums**
- b. Affordable Housing**
- c. Time of Transfer Intergovernmental Agreement**

Barndominiums: Zoning Board of Appeals (ZBA) member Mary Anne McCoy presented the barndominium recommendations which had been discussed at the ZBA meeting on July 1<sup>st</sup>, 2025. The suggestions included requiring the floor of the living quarters to be higher than the garage floor and requiring residences on non-lake lots to face the road.

The commissioners next deliberated the definition of a barndominium. They also discussed potential and existing zoning restrictions which could be applied to both barndominiums and traditional-built residences.

When there was no further discussion, Larkin requested that Lang speak with Denise Cline of NEMCOG for guidance on the issue. The commissioners agreed to continue the discussion at the next meeting.

Affordable Housing: This discussion was tabled. Larkin asked the commissioners to consider potential zoning



**PRESQUE ISLE TOWNSHIP  
Planning Commission Minutes  
July 7, 2025 - 6:00 p.m.**

districts where affordable housing could be constructed. She stated that the item would be considered next month.

Time-of-Transfer Agreement: Larkin reported that the intergovernmental agreement between Presque Isle Township and District Health Department #4 was approved at the Health Board meeting in June.

**New Business:**

None.

**Reports:**

- |  |   |
|--|---|
| <ul style="list-style-type: none"><li>a. Zoning Administrator – S. Lang</li><li>b. Board Liaison – J. Wiczorkowski</li><li>c. ZBA Liaison – C. Paavola</li></ul> | <ul style="list-style-type: none"><li>a. A written report was submitted by Lang.</li><li>b. A written report was submitted by Wiczorkowski.</li><li>c. A written report was submitted by Paavola.</li></ul> |
|--|---|

**Adjournment:**

8:24pm

**Next meeting:** Monday, 8/4/25 at 6:00pm.

## Zoning Administrator Report for PC Meeting 7--2025

### Land Use Permits

5 Dwellings

2 Additions

2 Accessory Structures

The blighted dwelling on Highland Pines Rd is being repaired.

Drove through half of the PIHA and discovered 10 violations. Will drive the other half as time permits.

Short Term Rental applications are still coming in.

Met with Road Commission Board concerning a road in front of a dwelling not being paved when the assessment had been paved.

I talked with County about going back to recycle pickup twice a week. Will start this week.

SL

TO: Planning Commission Members  
FROM: Jennifer Wiczorkowski   
DATE: July 3, 2025  
RE: Board of Trustees Report from June 2025

Planning Commission Members,

- There will be an Edmund Fitzgerald Memorial Swim at the Range Light Pavillion. The swim will take place between August 6<sup>th</sup> and 10<sup>th</sup>.
- The township completed a fire safety inspection. The township will need to make a modification to the current storage room where the election equipment is currently being stored. There is an exit sign above the door in the gym and the door is locked. To be in compliance the room must be accessible. Alternative areas for the election equipment are being discussed.
- There is a grant opportunity available in Presque Isle County for private brick and mortar businesses to obtain a portable generator. (see attached grant request)
- Wetlands have been discovered on the proposed site of the 1970 Parking Lot Project. Mark Straley recommended that the township apply for a site analysis from EGLE.
- The property for the trail system is going to be surveyed.
- Salary resolutions were passed for the Supervisor, Clerk, Treasurer, and Trustees.
- The 2025-2026 Budget was adopted.

Report to the PC

From the ZBA

July 1, 2025

New Business: Barndominium

The ZBA had many suggestions about the Materials to be used:

R-1 Only

Cement Foundation,

Skirting 3 feet wall with stone

Non lake property dwelling must be facing road side,

Roof can be hip on Gable, Cambrel, Salt Box,

1600 ft garage equal for living area,

Must step up into building

Windows placement

Natural appearance

This concludes my report.

  
Cynthia Paavola

PC - Liaison



**PRESQUE ISLE TOWNSHIP**  
**Planning Commission Minutes**  
**August 4, 2025 - 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, Board Liaison Jennifer Wieczorkowski, and members Michael Cermak, Tom Ludwig, and Richard Lefevre. Township Supervisor and Zoning Administrator Steve Lang was also in attendance. Absent: None.

**Approval of Agenda**

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

**Approval of Minutes (7/7/25)**

A motion was made by Lefevre, supported by Wieczorkowski, to approve the July 7th meeting minutes. All ayes. Motion carried.

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

The commissioners heard from ten (10) audience members who voiced objections to the Amrize rezoning request and one (1) attendee who expressed disapproval of any potential ordinance banning post-frame (barndominium) construction.

Several objectors to the rezoning request stated that it did not align with the Presque Isle Township Master Plan. Some noted that Amrize had not demonstrated how the rezoning would offer any benefit to the community.

Amrize Regional Land Manager Rob Hayes and Plant Manager Tim Cordes also addressed the commissioners and presented a slideshow. The presentation provided a summary of Amrize's rezoning proposal in addition to an overview of the company's business and community outreach initiatives. Hayes noted that most of the land surrounding Lake Esau is already zoned as R2. He stated that the impacts on the environment would have no more of an impact than other home sites in the area. Hayes also



**PRESQUE ISLE TOWNSHIP**  
**Planning Commission Minutes**  
**August 4, 2025 - 6:00 p.m.**

noted that the benefits of the rezoning would be increased tax revenue and additional housing for the township.

**Correspondence:**

A letter objecting to the Amrize rezoning request submitted by HeadWaters Land Conservancy Executive Director Julie Rubsam was read aloud by Larkin.

**Old Business:**

- a. Amrize Rezoning Request**
- b. Barndominiums**
- c. Affordable Housing**

The commissioners next considered the application to rezone property submitted by Amrize (formerly Holcim). The subject property is located at the south shore of Lake Esau in Section 28 between Pioneer Trail and Kauffman Blvd. (Parcel numbers 122-028-000-005-01 and 122-028-000-005-02.) The applicant is requesting that the property currently classified as Forest Recreation be reclassified as Single-Family Residential.

A motion was made by Wiczorkowski, supported by Holmén, to approve the rezoning request.

**Discussion:**

Paavola stated that she did not see the benefit to granting the rezoning.

Wiczorkowski asked Lang to explain next steps should the rezoning request be approved. Lang indicated that a Land Division Application would have to be submitted. Once approved, the six (6) proposed lots could be sold as R2 district property. He noted that the individual buyers would then have to go through zoning, building and health code approval processes before any construction could begin.

Wiczorkowski questioned if opposition to the request was based on some prejudice against the applicant.

Ludwig asked if it would be smarter for Amrize to donate the property to Presque Isle County.



**PRESQUE ISLE TOWNSHIP**  
**Planning Commission Minutes**  
**August 4, 2025 - 6:00 p.m.**

Lefevre stated that he was against the rezoning on the basis that circumstances had not changed to justify the request. He also stated that the rezoning did not align with the Presque Isle Township Master Plan.

Cermak stated that he was opposed to the rezoning as it was not in alignment with the Master Plan.

Holmén suggested that Amrize work with a local environmental organization to help divest the property yet keep it preserved.

The commissioners then went through the standards and factors in Section 10.3 (*Rezoning Standards*) of the Presque Isle Township Zoning Ordinance.

**1. Is the proposed rezoning consistent with the Presque Isle Township Master Plan?**

No: Lefevre, Cermak, Holmén, Ludwig, Paavola, and Larkin.

Yes: Wieczorkowski

Wieczorkowski stated that the rezoning was consistent with the Master Plan as it would provide additional housing and growth.

Larkin stated that the rezoning was inconsistent with the Master Plan's mission to protect natural areas.

**2. Is the proposed rezoning reasonably consistent with surrounding uses?**

No: Holmén

Yes: Paavola, Wieczorkowski, Ludwig, Lefevre, Cermak, and Larkin

Wieczorkowski stated that since the rest of the area is zoned for residential, it would meet the criteria.



**PRESQUE ISLE TOWNSHIP**  
**Planning Commission Minutes**  
**August 4, 2025 - 6:00 p.m.**

Holmén stated that the rezoning would not be consistent with the adjacent park.

**3. Will there be an adverse physical impact on surrounding properties?**

No: Lefevre, Wieczorkowski, Ludwig, and Larkin.  
Yes: Cermak, Holmén, Paavola.

Cermak stated that any disturbance of sheet water runoff would negatively affect all properties surrounding Lake Esau.

Wieczorkowski stated that the rezoning and subsequent construction of new homes would be an improvement to surrounding properties.

**4. Will there be an adverse effect on property values in the adjacent area?**

No: Lefevre, Cermak, Wieczorkowski, Ludwig, and Larkin.  
Yes: Holmén and Paavola.

Wieczorkowski stated that property values would increase with the proposed rezoning since values are determined by property sales and improvements.

**5. Have there been changes in land use or other conditions in the immediate area or in the community in general which justify rezoning?**

The commissioners all agreed that there have not been changes which justify rezoning.

**6. Will rezoning create a deterrent to the improvement or development of adjacent property in accordance with existing regulations?**



**PRESQUE ISLE TOWNSHIP**  
**Planning Commission Minutes**  
**August 4, 2025 - 6:00 p.m.**

No: Lefevre, Cermak, Wieczorkowski, Ludwig, and Larkin

Yes: Holmén and Paavola.

Holmén noted that most property owners would consider an adjacent natural area to be a benefit.

**7. Will rezoning grant a special privilege to an individual property owner when contrasted with other property owners in the area or the general public (i.e. will rezoning result in spot zoning)?**

No: Lefevre, Wieczorkowski, Ludwig, and Larkin.

Yes: Cermak, Holmén, and Paavola

**8. Are there adequate public services available to meet the needs of the uses allowed in the proposed district?**

The commissioners all agreed that there are adequate public services available.

**9. Will the uses allowed in the proposed district result in traffic volume which is not compatible with the surrounding area?**

No: Lefevre, Wieczorkowski, Ludwig, and Larkin

Yes: Cermak, Holmén, and Paavola

**10. Is there an identifiable public need that is met by rezoning the property?**

No: Lefevre, Cermak, Holmén, Paavola, and Ludwig.

Yes: Wieczorkowski and Larkin.

**11. Is there opposition from property owners in the Township that is based on identifiable concerns?**

The commissioners all agreed that there is opposition from property owners.



**PRESQUE ISLE TOWNSHIP**  
**Planning Commission Minutes**  
**August 4, 2025 - 6:00 p.m.**

A roll call vote was taken on the motion to approve the Amrize rezoning request. Yes: Wiczorkowski and Larkin.  
No: Lefevre, Cermak, Holmén, Ludwig, and Paavola.  
Motion rejected.

Barndominiums: The commissioners discussed existing regulations within the Presque Isle Township Zoning Ordinance and concluded that additional restrictions for post-frame (barndominium) construction were not necessary.

Affordable Housing: The commissioners considered affordable housing options within the township and discussed such possibilities as creating a multi-family district overlay and permitting homes less than 1,000 square feet to be built. It was ultimately determined that no action would be taken at this time.

**New Business:**

None.

**Reports:**

- |   |   |
|---|---|
| <p>a. Zoning Administrator – S. Lang<br/>b. Board Liaison – J. Wiczorkowski<br/>c. ZBA Liaison – C. Paavola</p> | <p>a. No report.<br/>b. A written report was submitted by Wiczorkowski.<br/>c. No report.</p> |
|---|---|

**Adjournment:**

8:03pm

**Next meeting:** Tuesday, 9/2/25 at 6:00pm.

TO: Planning Commission Members  
FROM: Jennifer Wieczorkowski  
DATE: July 31, 2025  
RE: Board of Trustees Report from July 14, 2025

Planning Commission Members,

- Planning Commission Chairman, Lisa Larkin request to have a new email created for the Planning Commission. This would alleviate the need for the general public to have access to personal emails.
- 1870 Parking Lot and 10 Acres Trail Update: A wetland evaluation will be conducted on the site of the proposed 1870 Parking Lot and a survey will be conducted on the 10 Acre Trail location.
- Kauffman Rd and Kauffman Blvd Special Assessment District were discussed. Information will need to be provided to the Treasurer, Wieczorkowski, for the process to begin with the December tax bills.
- The Board of Trustees approved a Natural Gas Franchise Agreement with PIE&G.
- Financial discussion was had to inform the board that the Payroll Limit had been increased with Nicolet. Additionally, Treasury Management was requesting "wet" signatures for all signers on the township accounts to update their information.
- Clerk, Szydowski recommended Kelsey Mitchell to become a member of the Parks and Recreation Committee. The Board approved this recommendation. Welcome Kelsey!
- Lighthouse Family Day was discussed. PITMS requested that the tower climb fee be waived for this day. The Board voted against this request. However, other options were made to cover the costs.
- Upcoming road assessments. Supervisor Lang informed the Board that South Albany Point and Lake Street may consider requesting road assessments in the future.
- The Board deliberated and voted to make the Assessor, Laurie Spencer an employee of the township.



**PRESQUE ISLE TOWNSHIP  
Planning Commission  
Special Meeting Minutes  
October 13, 2025 - 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 Michael Cermak, Tom Ludwig, and Richard Lefevre. Township Supervisor and Zoning Administrator Steve Lang was also in attendance.  
Absent: Board Liaison Jennifer Wieczorkowski.

**Approval of Agenda**

The commission approved the agenda by unanimous consent.

**Comments from the Audience Unrelated to the Public Hearing (3-min. limit):**

None.

**Correspondence Unrelated to the Public Hearing:**

None.

**Public Hearing:**

**a. Get Reel LLC Site Plan Review**

Larkin opened a public hearing for consideration of a site plan review application submitted by Kyle Leavesley of Leavesley Construction on behalf of Cole Van Strydonk of Get Reel LLC, to construct a 40' x 80' accessory structure with a 16' x 75' lean-to. The subject property is located on Garner Highway and zoned in the R1 district, Parcel No. 120-009-000-015-00.

Zoning Administrator Steve Lang presented a summary of the site plan. He reported that the parcel is 3.6 acres and that the proposed structure would total 4,400 square feet, with setbacks of 50 feet on the right, 180 feet at the rear, and 110 feet on the left. Although the front setback had not been measured, Lang noted that it would far exceed the rear and side setbacks. He further stated that the plan proposed 16-foot sidewalls but noted that the zoning ordinance limits sidewall height to 14 feet.



**PRESQUE ISLE TOWNSHIP  
Planning Commission  
Special Meeting Minutes  
October 13, 2025 - 6:00 p.m.**

Present for the hearing was Kyle Leavesley of Leavesley Construction. Leavesley stated that the square footage variance was requested to accommodate a camper and two boats, and that 16-foot sidewalls were needed to allow for a 14-foot garage door for the camper's 13'8" height. Leavesley also said that the larger lean-to would provide cover for the owner's trailers.

Leavesley described the proposed building as garage-style with concrete block foundation, stud walls, ribbed steel siding, and a steel roof. He noted that the property would be an adequate size for the proposed structure. Leavesley also stated that the lot has a mature green belt that surrounds all sides of property except for the back side which faces the quarry. In closing, Leavesley said that the construction would improve the area by keeping the owner's belongings out of view.

The commission next heard comments and questions from six (6) audience members. Three (3) attendees were in favor of the site approval and three (3) expressed objections. Those opposed voiced concerns about aesthetics, potential industrial use, and stormwater runoff.

Lang confirmed that the site plan review was being treated as a discretionary accessory structure approval. He also agreed to provide a copy of the site plan application and a meeting transcript for attendees.

Leavesley clarified that the roof of the structure would have overhangs, gables, and eaves to prevent it from looking industrial. A representative of Get Reel LLC (via video conference) stated that the building would have white siding, a black foundation, and a black metal roof.

Larkin next confirmed that three (3) written correspondences had been received and reviewed by the commission. She then asked if Leavesley had a rebuttal to the audience's comments.



**PRESQUE ISLE TOWNSHIP  
Planning Commission  
Special Meeting Minutes  
October 13, 2025 - 6:00 p.m.**

Leavesley stated that any stormwater runoff issues that may arise would be remedied and noted that the lot size is sufficient to support proper drainage.

Larkin then closed the public hearing to begin deliberations.

Paavola expressed concern about the size of the structure and stated that sidewalls should not exceed 14 feet.

Ludwig supported the site plan, noting that larger structures may be approved based on lot size.

Citing §3.14 of the Presque Isle Township Zoning Ordinance, Holmén noted that although the commission has authority to approve deviations in square footage, the current ordinance does not contain any provision for an exception to the 14-foot sidewall height limitation.

Cermak questioned if the commission could legally approve a sidewall height variance. He also noted that such an approval could establish a precedent.

Lefevre also expressed concern about the legality of approving the sidewall variance.

Leavesley requested that if the height variance was denied, the commission vote separately on square footage.

Holmén requested that a drainage plan be submitted with any revised site plan.

Larkin asked Lang for the percentage of the building size relative to the lot size. Lang explained that for lots zoned R1 without a principal dwelling, accessory structures may not exceed fifteen percent (15%). Larkin stated that she did not oppose the building's dimensions but reiterated that the commission could not approve a height variance.



**PRESQUE ISLE TOWNSHIP  
Planning Commission  
Special Meeting Minutes  
October 13, 2025 - 6:00 p.m.**

A motion was made by Holmén, supported by Ludwig, to approve the site plan application as presented. A roll call vote was taken. No: 6. Yes: 0. Motion failed.

A motion was made by Ludwig, supported by Lefevre, to approve the square footage of the plan.

A request was made by Cermak to amend the motion to also require submission of a drainage plan with a revised site plan. After a brief discussion, a roll call vote was taken on the amended motion. No: 1. Yes: 5. Motion carried.

**Unfinished Business:**

- a. Time of Transfer Ordinance –  
Subcommittee to DHD4 for record  
reviewing**

Larkin informed the commissioners that District Health Department #4 (DHD4) Environmental Health Director Steve Horton would be conducting a septic permit search for all relevant Presque Isle Township properties. Lang stated that he would send Horton a list identifying the properties of concern. Lang also reported that correspondence would be sent to local real estate agents to inform them of the new ordinance. He added that notices had been created to send to residents who are in violation of the ordinance.

**New Business:**

None.

**Adjournment:**

7:11pm

**Next meeting:** Monday, 11/3/25 at 6:00pm.



**PRESQUE ISLE TOWNSHIP**  
**Planning Commission Minutes**  
**November 3, 2025 - 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, Board Liaison Jennifer Wiczorkowski, and members Tom Ludwig, and Richard Lefevre. Township Supervisor and Zoning Administrator Steve Lang was also in attendance.

Absent: Michael Cermak.

**Approval of Agenda**

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

**Approval of 8/4/25 and 10/13/25 Minutes**

A motion was made by Wiczorkowski, supported by Ludwig, to approve the August 4th meeting minutes. All ayes. Motion carried.

A motion was made by Paavola, supported by Lefevre, to approve the October 13<sup>th</sup> meeting minutes. All ayes. Motion carried.

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

The commissioners heard from Tree Advisory Group member Jan Lefevre who suggested that the definition for "Tree Advisory Group" should be addressed earlier in the proposed tree ordinance.

The commission also took questions and comments from sixteen (16) audience members regarding the Septic/Well Inspection and Property Transfer Ordinance which is set to take effect on November 8<sup>th</sup>, 2025. Several participants felt that there had been insufficient notice prior to the ordinance's implementation. Others voiced concerns that the ordinance could complicate homes sales, particularly during the winter months, and that required system upgrades might pose a financial hardship for some homeowners.



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**Correspondence:**

Holmén reported that she received one (1) item of correspondence from Presque Isle Conservation District Forester Jacob Grochowski which would be addressed during the Tree Ordinance discussion.

**Unfinished Business:**

**a. Time-of-Transfer Brochure**

The commissioners approved for distribution a brochure summarizing the Presque Isle Township Septic/Well Inspection and Property Transfer Ordinance. Wiczorkowski noted that copies of the brochure would be mailed to all property owners with the December tax bills. Staff agreed that the brochure would also be sent to the Board of Realtors office and posted on the Township website.

**New Business:**

- a. Tree Ordinance**
- b. Review of Accessory Structure, Greenbelt, and Fence Regulations**
- c. Review of Zoning Ordinance Chapters**

Tree Ordinance: The Commission reviewed a draft Tree Ordinance submitted by the Presque Isle Township Tree Advisory Group. Holmén explained that the ordinance was developed as part of the Township's effort to achieve Tree City USA designation through the Arbor Day Foundation. She stated that the ordinance's purpose is to encourage tree stewardship and education without imposing restrictions on private property owners. Holmén added that a Tree Stewardship Guide was also being developed to provide practical recommendations for tree care and noted that feedback on the draft ordinance had been received from County Forester Jacob Grochowski.

Larkin suggested that the ordinance should not list specific types of native trees in Section 2-1 as residents may think those are the only trees permitted. She also recommended including invasive bushes in Section 2-2 and removing "Planning Commission" from Section 4.

The Commission agreed to review the draft further and provide other recommendations at the next meeting.

Review of Accessory Structure, Greenbelt, and Fence Regulations: The commission agreed to review the Township's accessory structure, greenbelt and fence



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ordinances and discuss potential changes at the next meeting.

Review of Zoning Ordinance Chapters: The commission agreed to review Article 4 of the Presque Isle Township Zoning Ordinance and discuss potential changes at the next meeting.

**Reports:**

- a. **Zoning Administrator – S. Lang**
  - b. **Board Liaison – J. Wiczorkowski**
  - c. **ZBA Liaison – C. Paavola**
- a. Lang reported that he had received two permit requests for solar panels on residential lots. He also noted that he was trying to arrange a meeting between the Township Attorney and Presque Isle County Chief District Judge Michael Ekdahl to discuss the enforcement of municipal civil infractions.
  - b. A written report was submitted and summarized by Wiczorkowski.
  - c. A written report was submitted and summarized by Paavola.

**Adjournment:**

7:00pm

**Next meeting:** Monday, 12/1/25 at 6:00pm.

TO: Planning Commission Members  
FROM: Jennifer Wieczorkowski  
DATE: November 3, 2025  
RE: Board of Trustees Report from October 8, 2025

Planning Commission Members,

- Joe Kettler of the God Loves You Food Pantry informed the Board of Trustees that they will be changing the way the recipient's lineup to receive their donations. This way they will no longer park on Grand Lake Road.
- Volunteers offered to drill holes around the cemetery where the split rail fence has been falling. They agreed to install a new fence.
- The township fire department will be receiving FEMA reimbursement of \$16,000 for storm damage costs incurred during the spring. This will cover approximately 85% of the expenses incurred.
- The Board of Trustees approved to increase the pay for Sandy Beuter by 3.2%.
- All payments for the second treatment on Lotus Pond were received without any contribution from the township.
- Paige Mead was recommended by the Parks and Recreation Committee, and the Board approved her appointment.
- The board approved Matt to spend up to \$2,000 on an estate sale to purchase necessary tools for the township.
- The township is looking to find a replacement for the Cemetery Maintenance full burial contractor. H&D Services was recommended.

ZBA Meeting

October 7, 2025

Public Hearing:

Mr. Khasnicki asking for Variance  
Copter must input the ZBA meet  
step by step in criteria for granting  
the variance.

Chuck Smith made the motion to  
approve.

Larry Dull: second

Roll call taken all rays.

Variance denied.

Respectfully  
Lynette Paavola