

# PENINSULA TOWNSHIP FISCAL 2018-2019 REGULAR MEETING DATES

	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.
Town Board	10 <sup>th</sup>	8 <sup>th</sup>	12 <sup>th</sup>	10 <sup>th</sup>	14 <sup>th</sup>	11 <sup>th</sup>	9 <sup>th</sup>	13 <sup>th</sup>	11 <sup>th</sup>	8 <sup>th</sup>	12 <sup>th</sup>	12 <sup>th</sup>
Town Board	24 <sup>th</sup>	22 <sup>nd</sup>	26 <sup>th</sup>	24 <sup>th</sup>	28 <sup>th</sup>	25 <sup>th</sup>	23 <sup>rd</sup>	27 <sup>th</sup>	26 <sup>th</sup> *	22 <sup>nd</sup>	26 <sup>th</sup>	26 <sup>th</sup>
P.C.	16 <sup>th</sup>	21 <sup>st</sup>	18 <sup>th</sup>	16 <sup>th</sup>	20 <sup>th</sup>	17 <sup>th</sup>	15 <sup>th</sup>	19 <sup>th</sup>	17 <sup>th</sup>	28 <sup>th</sup> *	25 <sup>th</sup> *	18 <sup>th</sup>
Z.B.A.	12 <sup>th</sup>	10 <sup>th</sup>	14 <sup>th</sup>	12 <sup>th</sup>	9 <sup>th</sup>	13 <sup>th</sup>	11 <sup>th</sup>	8 <sup>th</sup>	13 <sup>th</sup>	10 <sup>th</sup>	14 <sup>th</sup>	14 <sup>th</sup>
Park Comm.	4 <sup>th</sup>	2 <sup>nd</sup>	6 <sup>th</sup>	11 <sup>th</sup> *	1 <sup>st</sup>	5 <sup>th</sup>	3 <sup>rd</sup>	7 <sup>th</sup>	5 <sup>th</sup>	2 <sup>nd</sup>	6 <sup>th</sup>	6 <sup>th</sup>

*All meetings are held at the Town Hall at 7:00 pm unless otherwise posted. Note: All meeting dates are tentative.  
\*Meeting changed from originally scheduled date.*

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**Joanne Westphal**  
**Clerk**

Posted: \_\_\_\_\_

# **Planning Commission (PC) Year- End Report 2017 - Summary**

## **(Covers Activities through 12-31-2017)**

Special Use Permits (SUP): Vineyard Ridge (approved), Boathouse Restaurant (Amendment approved), Peninsula Community Library (discussed and approved in 2018), Walter Brys (Approved Amendment for setback).

More use of subcommittees: For SUPs that were detailed or had complicated issues, the Planning staff recommended and the Commission set up sub-committees to work with the applicants. This proved to be an effective way to discuss issues with the applicant, and if need be, propose solutions.

Second half of 2017, the lack of staff time working on Planning and Zoning projects meant less work got accomplished both at the committee level and for the full PC level (part of the reason two Regular meetings were cancelled).

There was one Special Meeting on Short Term Rentals to get citizen input (October 30). The PC decided this was a complicated area and that a committee was needed to discuss and propose actions. Isaiah Wunsch set up a joint Township Board/Planning Commission committee to work on this issue and on the police power ordinance on Junk/Blight which was an issue that came from the Township Board. (Only the Township Board considers police power ordinances.)

Master Plan: Amendment notification to surrounding jurisdictions of work on the Master Plan, specifically the Future Land Use Map and a number of other topics came before the committee. Lack of staff time in this area meant no project was completed.

Zoning Ordinance Rewrite: In 2017 the Committee reviewed the 2<sup>nd</sup> McKenna Associates draft at a detailed level. The Committee is now reviewing the 3<sup>rd</sup> draft; as sections are completed by the Committee, the full PC will review them. Current thinking is to have public discussion/input sessions before final PC and Township Board discussions, public hearings, and approvals.

### **Attachments:**

Summary of PC Regular Meetings

Summary of Committee Activities 2017 and Possible Work Priorities for 2018

Master Plan Committee Meetings 2017

### **Commission Members**

Alan Couture (Chair), Monnie Peters (Vice-chair), Donna Hornberger (Secretary), Laura Serocki (Representative to ZBA), Marilyn Elliot, Susie Shipman, Isaiah Wunsch (Representative from the Township Board)

### **Planning and Zoning Staff**

Brian VanDenBrand (Planner), Gordon Hayward (Assistant Planner), Christina Dereen (Zoning Administrator)

**June 19, 2017**

- A public hearing for proposed Zoning Ordinance Amendment (No. 192) to Section 7.10.11 Non-Conforming Roads was held. The PC voted to approve Amendment No. 192 to Zoning Ordinance No. 2.
- The complete application for Proposed Amendment to SUP #42 – Bowers Harbor Restaurant (Boathouse Restaurant) to expand the kitchen area and cover the deck was reviewed. The PC approved it, and it goes to the Township Board.

**July 17, 2017**

- The PC discussed zoning concerns: building height, open space, private roads, group housing apartments under PUD, secondary dwellings.
- The future SUP application from the Peninsula Community Library (PCL) was briefed and PC considered forming a subcommittee to work with the PCL on the application.

**August 21, 2017**

- Further information was provided regarding the future SUP application from the Peninsula Community Library.
- Consideration for the scheduling of an “Air BnB” / Short Term Rentals information session for the public was discussed. (This occurred at a Special Meeting of the Planning Commission on October 30<sup>th</sup>.)

**October 16, 2017**

- A request was made by Walter Brys for setback reduction in the Agricultural District per Section 7.7.1.3. The PC approved the setback reduction; it was sent to the Township Board.

**December 18, 2017**

- The Peninsula Community Library presented their SUP request and the information was reviewed by the PC.
- Possible Zoning Ordinance amendments were considered regarding Section 6.9.7.7 and Section 7.4.7 Flood Plain Controls and Section 4.2.1 Ordinance Enforcement. The PC agreed to schedule public hearings for the January meeting.

# PC Regular meetings

## **Summary of Planning Commission Regular Meetings - 2017**

**The full Planning Commission met for 10 regular meetings during 2017.**

### **January 23, 2017**

- Re-appointed members welcomed back and two new board members welcomed (Elliott and Shipman).
- Members were invited to attend a marijuana workshop in February to provide further information on MI Act 281 of 2016 – some members planned to attend.
- A Public Hearing for SUP #127 – Vineyard Ridge PUD took place. The development proposed for the 27.87 acre parcel is for 47 units, with a 10% public recreational easement to Peninsula Township. Some board members requested an additional site visit to evaluate the public easement feasibility.
- An example of a draft environmental form to be used by applicants was included for discussion.
- New Township Planner Brian VanDenBrand introduced himself.

### **February 27, 2017**

- Review of SUP #127 – Vineyard Ridge PUD continued. A subcommittee was formed to assist in moving forward.

### **March 20, 2017**

- The completed application for SUP #127 – Vineyard Ridge PUD was reviewed and was approved. It moves on to the Township Board.

### **April 17, 2017**

- An amendment request to SUP #42 – Bowers Harbor Restaurant (Boathouse Restaurant) to expand the kitchen area and cover the deck was introduced.
- Information was provided to the PC regarding Part 357 Natural Beauty Roads of MI Act 451 of 1994 (Natural Resources and Environmental Protection Act).

### **May 15, 2017**

- A public hearing was held for Proposed Amendment to SUP #42 – Bowers Harbor Restaurant (Boathouse Restaurant) to expand the kitchen area and cover the deck.
- A possible Zoning Ordinance Amendment to Section 7.10.11 Non-Conforming Roads was discussed.
- An update on Michigan SB039 and HB405, regarding Short Terms Rentals, was provided, and the PC voted to support the Township Board in its opposition to the bills.

# Master Plan Committee Reports

## **Summary of Committee Activities 2017 and Possible Work Priorities for 2018**

### **Master Plan Committee (see attachment: "Master Plan 2017 Committee Meetings 2017")**

- Finish 2017 work areas of Future Land Use Map, Unique pre-zoning Neighborhoods, and Roads Inventory
- Discussions of relationship of Master Plan to Zoning ordinances to strengthen the Master Plan and understand legal needs; continue and learn legal issues (maybe a work session)
- Start addressing the Farm and Wineries issues (topic put off in 2017)
- Work on other issues of shoreline, steep slopes, wetlands

### **Summary of Zoning Ordinance Rewrite Committee Activities 2107 and Work for 2018**

- Worked from January – September on The Zoning Ordinance Rewrite Draft #2 from McKenna and Associates ; sent draft to McKenna and got Draft #3 back November 30;

In 2018 Review of third draft: as sections are completed, will send to PC for discussion and review; plan to have public discussion and input sessions before final PC and TB discussions, public hearings, and approvals.

- Worked on amendments to current ordinances as came before the committee: Existing Nonconforming Roads (PC approved in June 2017);

Began work on Enforcement of Ordinances, Flood Plain, and Wetlands, Escrow (December) and in 2018 all sent (or in process of being sent) to PC for discussion, Public Hearing and Approval.

### **Summary of Joint TB/PC Committee on Junk Ordinance and Short Term Rentals**

- Held public discussion session on Short Term Rentals in late October. Committee began work in January on topic. Need to look at broader topic of all accommodations on the Peninsula and include B&Bs.
- Discussion of Junk (Police Power) Ordinance brought to TB in late October. Committee has a draft of a new ordinance to go to TB in February 2018.,

# Master Plan Committee Meetings



**Master Plan Committee Meetings 2017**

MGP - 3/12/18

Date	Topics Covered
2/2/2017	Round Table discussion with citizens: Commercial and public/semi-Public topics Old Mission, roads, services. Detailed minutes available
3/1/2017	Review of 2/2 round table, begin to set priorities
3/15/2017	Discussion of farming/wineries: complicated, needs meetings; Wetlands, steep slopes a priority; Master Plan needs to be more robust
4/12/2017	Bluff Rd repaving/tree cutting happened; roads became a major topic; Master Plan does not address road preservation, design except Center Rd
4/26/2017	Continued roads: began an inventory, looked at "Natural Beauty Road"
5/31/2017	Roads: function, capacity, design standards, maintenance
6/20/2017	GT Road Commission meeting on Natural Beauty Roads
6/27/2017	Began inventory of roads, design characteristics, public v private looked at "complete roads"
7/19/2017	Future Land Use (FLU) Map (amendment agenda item from 2016 needs to be done); Questioned whether to keep the two Ag groupings in the current Master Plan
8/2/2017	FLU Map Discussed unique, long established (pre 1950) neighborhoods
9/6/2017	FLU Map; identified three possible neighborhoods: Old Mission, Neahtawanta, Illini/Whispering Trail
10/4/2017	same topics as 9/6 mtg
11/8/2017	Continued neighborhoods; need to begin year end report and set priorities for 2018
11/22/2017	Discussion of Master Plan Review process, understand how fits with ordinances and is used legally; Shoreline discussion
12/5/2017	Continued 11/22 discussion