

**PENINSULA TOWNSHIP
PLANNING COMMISSION MINUTES**
13235 Center Road (Township Hall)
Traverse City, MI 49686
October 16, 2017
7:00 p.m.

1. Call to Order

Meeting called to order at 7:00 pm by Couture.

2. Pledge

The Planning Commission recited the Pledge of Allegiance.

3. Roll Call

Present: Serocki, Hornberger, Elliott, Shipman, Couture, and Wunsch

Excused: Peters

Also Present: Brian VanDenBrand and Gordon Hayward

4. Approve Agenda

Addition made by VanDenBrand to add election of officers to Business Item 9B.

Motion by Wunsch/Hornberger to make additions to agenda as proposed by VanDenBrand. **PASSED** unanimously.

Motion by Shipman/Wunsch to approve agenda. **PASSED** unanimously.

5. Brief Citizen Comments

None.

6. Conflict of Interest

None.

7. Consent Agenda

Any member of the Board, staff, or the public may ask that any item on the Consent Agenda be removed and placed elsewhere on the agenda for full discussion.

Serocki questioned minutes of 8/21 and wondered who did the recording of the minutes? There is no recording secretary's signature and no recording secretary noted as present in the minutes. Isn't that necessary? Discussion ensued about signature by recording secretary and/or name included in the minutes. VanDenBrand said it is not something that has to be done, but this could be a policy discussion for future.

Motion Wunsch/Serocki to approve consent agenda. **PASSED** unanimously.

a. Reports and Announcements

b. Correspondence (as provided)

c. Approval of Meeting Minutes

i. August 21, 2017 Planning Commission

d. Committee Notes

i. Zoning Ordinance Subcommittee Notes 8/24/17, 8/28/17, 9/6/17, 9/11/17

ii. Master Plan Subcommittee Notes 7/19/17, 8/2/17, 9/6/17

8. Reports and Updates

a. Township Board

Wunsch reported that it has been a slow few months. The Township Board approved some improvements on the compactor station. There will be another public hearing on 10/25 for The 81 Development Company. Town board is still hearing comments on the bed and breakfast issue. A public forum will be held to address this .

b.Zoning Board of Appeals

Serocki reported a ZBA meeting was held last week with one request. A house was non-conforming and in 1988 a variance was asked for and it was approved. Now the deck needs to be replaced and the owners want it to be 35' from ordinary high water mark, and 900 sq. ft. of deck. The request to enlarge the deck was denied because it makes the non-conforming deck even larger and closer to the ordinary high water mark but they can rebuild what they had previously.

c. Park Commission

VanDenBrand commented on work being done to formalize the Master Plan and, pending public comment, it could be passed on to the Township Board.

9. Business

a. Request for setback reduction in the Agricultural District per Section 7.7.1.3 by Walter Brys of 3309 Blue Water Rd.

Mr. Brys is requesting an addition to the first floor of the residence at 3301 Blue Water Rd. The owner intends to extend the kitchen north to open the kitchen up and to the west to create a family room. The original farmhouse had been renovated, and stayed within the original footprint. It is now 18 years later and it is harder for the owner to use stairs. The requested change to the structure would make a larger kitchen/family room, with an additional workroom/office towards the back and garage. Side yard is what someone's typical backyard would be and, since the house was built, a block barn was built and used as a garage and upper level, which was used for migrant housing. When Brys purchased property in 2003, he converted the barn into a guesthouse, approved by the township. They did this with less than a 50' setback between those 2 structures. Now Brys has 2 pieces of agricultural property, commonly owned. The agricultural setback requirement of 50' is requiring the owner to ask for a reduction in the setback. Non-agricultural practices take place on this portion of the land for both structures. The owner is seeking a reduction in the setback by 15'.

Serocki observed the diagram on page 4 and it states that it is 11.5' north, but you also have a deck. Are there stairs going down from the deck also?

Brys stated that the door shown in the diagram will not be there nor will there be a deck.

Couture stated he appreciates the way things were presented. He asked if the Planning Commission needs to go through the zoning ordinance at this time and analyze whether this meets those exceptions to setbacks?

VanDenBrand stated this is a unique situation where you can reduce setbacks when certain criteria are met. This requires the Planning Commission's approval to proceed to the Township Board. A finding may be prepared. Otherwise, the Planning Commission can just entertain a motion one way or another.

Wunsch asked if this met the second condition.

VanDenBrand stated no, please refer to Section C. This does not require public hearing if it is approved, under Section 7.7.1.3 (1), section C. Please refer to section C. If the Planning Commission wishes, written findings could be prepared and presented at a later date/time.

MOTION made by Elliott/Hornberger under Section 7.7.1.3, Section C to recommend to the Township Board that the 50' foot side yard setback be reduced to 35' because there are existing residential uses along that interior lot line. **PASSED** unanimously.

b.

Election of Officers

Nomination made by Serocki/Wunsch for Couture to remain as Chair. Couture accepted the nomination. No other nominations made.

MOTION made by Shipman/Wunsch for Couture to remain as Chair. **PASSED** unanimously

Nomination made by Wunsch/Shipman for Peters to remain Vice Chair. No other nominations made.

MOTION made by Shipman/Wunsch for Peters to remain Vice Chair. **PASSED** unanimously

Nomination made by Hornberger/Shipman for Hornberger to remain Secretary. Hornberger accepted the nomination. No other nominations made.

MOTION made by Hornberger/Shipman for Hornberger to remain Secretary. **PASSED** unanimously.

Nomination made by Wunsch/Hornberger for Serocki to remain Zoning Board of Appeals Representative. Serocki accepted the nomination. No other nominations made.

MOTION made by Wunsch/Hornberger for Serocki to remain Zoning Board of Appeals Representative. **PASSED** unanimously.

Couture thanked everyone on that subcommittee and thanked Hayward and VanDenBrand for all of their efforts.

c. Master Plan Round Table Committee Report

In Peters' absence, VanDenBrand reported that they are getting close to accomplishing the updated Master Plan Map. This will allow deeper details to be addressed as they come along. Shoreline will be huge. VanDenBrand said that he attended a planning conference and received some good ideas on these issues.

10. Citizen Comments

Kurt Peterson 1356 Buchan.

Peterson noted that the Township Board allows citizen comments at the beginning of meetings to include comments about items that are on the agenda. Could the Planning Commission also allow comments from the public on items that are on the agenda?

11. Board Comments

Wunsch stated he would not be in attendance at next month's meeting.

Elliott reported a meeting of the Planning Commission ad hoc committee on the proposed library building was held today. It went well. Some adjustments to the original plan were made per suggestion of the planner. They will be coming soon to present an application, depending on how quickly and completely they can prepare the required packet.

VanDenBrand reminded the Planning Commission that there will be a Special Planning Commission meeting on Monday, October 30, at the Township Hall, to get citizen input on short term rentals and B&Bs.

12. Adjournment

MOTION made by Hornberger/Wunsch to adjourn 7:35 PM. **PASSED** unanimously

Peninsula Township has several portable hearing devices available for use during this meeting. If you would like to use one, please contact the Chairperson.