

**Report on the Master Plan Goals and Actions Implementation Plans**  
From the Committee meeting of the Planning Commission, October 3, 2016

Monnie Peters, Planning Commission Member and Chair  
October 10, 2016

This memo reports on the progress made on determining Master Plan Goals and Actions implementation only. The minutes (which will be in next week's PC meeting packet) cover the other agenda item, Zoning Ordinance (ZO) Rewrite Process Implementation. However, the ZO Rewrite came up frequently as being a part of what is needed to implement the Master Plan Actions.

As an aside, I want to thank Penny Rosi for noting the missing Action "Establish minimum standards and setbacks" under the Goal of "Protect Steep Slopes and Ridgelines". It has been added to the spreadsheet.

This was a two hour, round-table discussion of five Planning Commission members, two Town Board members, and three incoming Town Board members. Also in attendance were the Planner and the Assistant Planner and about 20 citizens.

We discussed items in only about ¼ of the Goal Areas:

- Environmentally Sensitive Area Overlay(s)
- Shoreline Overlay
- Historic Overlay
- A couple of Action items in Public and Semi-public Land Use Goals/Actions

I have attached a copy of the spreadsheet (an excel file which can be enlarged to read, a larger formatted PDF version will be sent for packet(s)). I have filled in phrases that encapsulate much of the discussion. The minutes elaborate on comments made by all. The spreadsheet is designed to be a continually changing document, and additions, corrections, comments and changes are encouraged.

I will recommend to the Planning Commission at our meeting on October 17<sup>th</sup> additional meetings: one specifically on Ag issues on an afternoon after harvest in November (per recommendation of a winery owner) and at least one other meeting, more likely two, to work on other areas of Goals and Actions.

I hope as many people can attend future round-table discussions as came to this first one. It is clear there are a lot of interesting ideas and expertise in our community, and (I am guessing) a willingness to work on issues. What is needed now is to channel this expertise and energy to accomplish many of the Master Plan Goals.

**Upcoming Meetings on the Peninsula Township Master Plan Work Plans**  
Planning Commission Committee on Master Plan Implementation and Zoning Rewrite

Monnie Peters, Co-Chair of the Committee

Date: October 24, 2016 and again November 5, 2016

**Two more Meetings of the Committee Scheduled at Peninsula Township Hall**

November 9<sup>th</sup>, 2016 at 6:00pm for Non Agriculture Goals and Actions

November 17<sup>th</sup>, 2016 at 2:00pm for Agriculture Goals and Actions

The first committee meeting was held the morning of October 3<sup>rd</sup>, 2016. The bulk of the round-table discussion was beginning the task to go through the Master Plan "Goals and Actions" and discussing the "what" and "who" that is needed to accomplish each "Action". We discussed the "Actions" under these "Areas of Concern":

- Environmentally Sensitive Area Overlay
- Shoreline Overlay
- Historic Overlay
- Public/Semi-public Land Use Goals (Capital Improvement Plan and Center Road)

In the packet for the next Committee Meeting are:

- Background Memo for these Meetings (Part of the packet for the 1<sup>st</sup> meeting)
- The Report of the October 3, 2016 Meeting (dated October 10, 2016)
- The Minutes of the October 3, 2016 Meeting
- The Working Spreadsheet after the First Meeting

At the first committee meeting, we touched on about ¼ of the Actions. The second meeting on November 9<sup>th</sup> will continue on the Non-Ag Actions. Isaiah Wunsch (my Co-Chair) will be away for that meeting, but will help lead the third meeting on November 17<sup>th</sup> on Ag items. Both meetings will continue the round-table format and have been scheduled at different times of the day to allow more to attend at least of these meetings. We welcome all who might wish to attend.

To see the packet that was developed for the first meeting, go to the Township Website, [Peninsulatownship.com/](http://Peninsulatownship.com/) and look under "agenda/meetings" on the right-side of the homepage. If you want to view the Master Plan, it also is on the Website under Departments and then Planning. The link to the Master Plan is:

[http://www.peninsulatownship.com/uploads/1/0/4/3/10438394/master\\_plan\\_2011\\_-\\_signed.pdf](http://www.peninsulatownship.com/uploads/1/0/4/3/10438394/master_plan_2011_-_signed.pdf)

The packets have a .pdf version of the Working Spreadsheet. If you would like an excel version, contact me, Monnie Peters, and I will email you one.

Questions or comments: contact me at [mgpeters@acegroup.cc](mailto:mgpeters@acegroup.cc) or Gordon Hayward, Township Planner, at [planner@peninsulatownship.com](mailto:planner@peninsulatownship.com)

## **Background for Planning Commission Committee Meeting**

**Monday October 3, 9:30 am**

Monnie Peters, Planning Commission Member and Committee Chair  
email: [mgpeters@acegroup.cc](mailto:mgpeters@acegroup.cc)

The purpose of this meeting is to discuss the Goals and Actions of the Master Plan and to “jump start” the process of implementation. It will be a round table discussion, and we welcome and encourage the public to join us and participate.

The Planning Commission recently finished its five year review of the Master Plan and concluded the Plan needed only small changes, mainly in the mapping area. The Town Board concurred. All agree that the Master Plan, approved in 2011, is a good and still relevant document. The complaints have been not that the Plan is bad, but that so little of it has been implemented. So the issue is how can those of us who work for and with the Township “get the ball rolling” on implementation. How can we achieve the Goals in the Plan? and what needs to be done and by whom (the Actions)? And then what are the priorities?

The accompanying spread sheet (3 pages) lays out all the Goals and Actions of the Master Plan. This is a tool to help figure out specific work plans for the Planning Commission and others to complete the Actions and accomplish the Goals. (My apologies for such a small font size on the spreadsheet ... if you would like the spreadsheet in the electronic excel format please contact me.)

If you cannot attend, we welcome comments and suggestions. Send them either to me (email above) or to Gordon Hayward, Township Planner at [planner@peninsulatownship.com](mailto:planner@peninsulatownship.com)

Footnote: the phrase used to describe the meeting business on the notice says zoning ordinance process. Zoning ordinance will be a large part of this, but it is not the first step or the only process.

**Peninsula Township Master Plan 2011 Goals and Actions**

| Area of Concern<br>Goals  | Actions  | 10/9/2016 (fill-in by MGP) | Progress                    | Implementation | What is needed to do this action?<br>Research Zoning Other   | Who?<br>TB, P.C, P-Staff, O-staff             | Priority<br>(1 or 2 or 3) |
|---|--|----------------------------|-----------------------------|----------------|--|---|---------------------------|
| <b>Environmentally Sensitive Area Overlay</b>                           |  | p 22                       |                             |                |  |   |                           |
| Protect Wetland Areas   | Identify wetland areas and create an overlay map                             |                            |                             |                |  |   |                           |
|   | Establish minimum setbacks for wetlands                                      |                            |                             |                | different maps by jurisdiction; Fed, DNR, DEQ<br>Claire doing a lot in the mapping area also some from McKenna | PC  | high                      |
|   | Develop requirements for vegetative buffers                                  |                            |                             |                | ZO rewrite (25 ft)   | PC  |                           |
|   | Protect Steep Slopes and Ridgetlines   |                            |                             |                | Look for materials from others first   | PC w engineer?                                |                           |
|   | Establish definitions  |                            |                             |                | Work w Township engineer   |   | high                      |
|   | Identify areas and create overlay map  |                            |                             |                | Claire to get data from county soon, then create map   |   |                           |
|   | Establish minimum standards and setbacks                                     |                            |                             |                | not in ZO rewrite (?)  | PC  |                           |
|   | Establish/promote land mgmt practices to conserve and protect these areas    |                            |                             |                | create a "Homeowner's Guide to best practices"   | Create committee (largely citizen volunteers) |                           |
|   | Promote/implement Low Impact Development (LID) in new development areas      |                            |                             |                | not addressed  |   |                           |
|   | Develop Educational opportunities for best practices                         |                            |                             |                | What about environmental issues of chemicals from old Farming Operations?<br>ENFORCEMENT an issue              | manpower, resources,                          |                           |
| <b>Shoreline Overlay</b>  |  | p 23                       |                             |                |  |   |                           |
| Establish and Promote land mgmt practices to conserve/promote shoreline | Establish protection criteria/define shoreline overlay area                  |                            | draft of overlay regulation |                | created in ZO rewrite  |   | High                      |
|   | Protect shoreline habitats by minimizing artificial shoreline above OHW mark |                            |                             |                | not addressed  |   |                           |
|   | Develop requirements for vegetative buffers                                  |                            |                             |                | not addressed  |   |                           |
|   | Adopt ordinances and policies to eliminate invasives                         |                            |                             |                | Have Phragmites ordinance, successful program  |   |                           |
|   | Adopt regulations/policies requiring best land mgmt                          |                            |                             |                | What about other invasives?  |   |                           |
|   | Adopt education materials/ regulations for shoreline development/(re-dev)    |                            |                             |                | Some in ZO rewrite   |   |                           |
|   | Protect wildlife habitat along shoreline                                     |                            |                             |                | not addressed  |   |                           |
|   | Map and monitor all storm drains and water courses                           |                            |                             |                | Find out what available from County/Road Com and State DOT   |   | Medium                    |

Identify and preserve historic structures/locations

Identify specific structures and areas  
Establish Historic Preservation Committee for structures and materials

Park Com, OMHS, PD Soc doing this  
no action w/in Township Govt

Establish historic districts w guidelines and stds

Encourage preservation of historic structures

Research farms for Centennial Farm Status

ZO creates a process and method to set up Neighborhood Overlay  
(True Historic Districts not wanted)  
create "Architectural vernacular guideline", fair amt of work done by citizen(s)  
citizen volunteers

Use MSU extension interns?

Agricultural Production and Land Use

pp 26-27

Preserve 9000 acres of prime/unique/contiguous farmland

Continue PDR program

substantially incomplete

Do a separate meeting w Ag community, meeting after harvest, afternoon time best  
maybe pick up where joint meeting in June left off?

Encourage clustering of new residential developments

Promote utilization of best mgmt practices

Develop refined Agricultural Preservation Zoning District and regs

Retain and attract growers and agricultural entrepreneurs

Encourage growers to produce, process, market ag products

Establish Ag Development Plan w MSU Land Policy Inst

Include AG in capital planning (roads, power)

Raise local profile by communicating ag development, production, to all stakeholders

Ensure complementary harmonious existence between res and ag zones

Establish monitoring schedule to enforce ordinance existing/new SUPs

staff working hard monitoring/enforcing

Remove non-ag related uses from existing ag zone

Goals Actions

Progress

What is needed to do this action?  
Research Zoning Other

Who?  
TB, PC, P-Staff, O-Staff

Priority  
(1 or 2 or 3)

Rural Agricultural Land Use Goals/Actions

p 28

substantially incomplete

Establish the Rural Ag Zoning District

Identify and verify parcels within Rural Ag District

Retain current ag density calculation for new development

Develop permitted uses in Rural Ag District

Adopt a zoning ordinance that defines stds for Rural Ag District

Residential Land Use Goals/Actions

p 30-31

substantially incomplete  
need to re-evaluate?

Reevaluate the Residential Zoning Districts

Identify/verify parcels in each residential district

Develop permitted/special uses in each residential district

Adopt zoning ordinance that defines stds in each district

Plan development to preserve prime Ag land, natural resources, unique character

Discourage rezoning to higher density zoning districts

Guide development w conservation development techniques

Adopt planning tools to direct development away from wetlands, slopes, etc

Preserve single family character of various residential neighborhoods

Prevent rentals of less than 30 days

Encourage cooperation w other govt agencies to monitor home-base businesses

Enforce and improve noise ordinance

Enforce and improve junk ordinance

Progress

What is needed to do this action?

Who?

Priority

**Provide senior housing opportunities**

- Consider ordinance provision for independent, assisted living, etc units
- Consider possible mixed use village centers at Mapleton and Old Mission

**Preserve neighborhoods w/ unique characteristics w/ historical overlay district**

- Establish guidelines for potential community overlay designation
- Create Neighborhood Pattern Book to establish guidelines
- Address non-conforming parcels w/out increasing density

**Reconsider "Village Center" w/in Township**

- Designate potential areas that could support village center
- Host community mtgs to gather input
- Create action plan if future land use practices deem one necessary

**Commercial and Neighborhood Service Goals/Actions** p 33

- Plan commercial enterprises to provide needed services
- Investigate mixed-use village centers
- Consider village centers at Old Mission and Mapleton

substantially incomplete

**Consider support of Ag tourism and Agribusiness thru events etc**

- Develop Ag econ tools for promotion of Ag Industry
- Continue communication efforts in Ag commun to turn things into zoning
- Encourage Ag festivals, Farmers mkt

**Industrial Land use Goals/Actions** p 34

- Ensure current Industrial activities are compatible w environment
- Establish guidelines for environmental impact study for applicants
- Expand the radius of neighborhood notification

actions are incomplete

**PAGE 5 - Area of Concern  
Goals Actions**

**Public and Semi-public Land Use goals/Actions pp 37-39**

**Establish Public and Semi-public Zoning District**

**Progress**  
**some work**

**What is needed to do this action?**  
Research Zoning Other

**Who?**  
TB, PC, P-Staff, O-staff

**Priority**  
(1 or 2 or 3)

Identify/verify parcels w/in district

Adopt sids for district

Create Capital Improve Plan for Twmsp services/facilities

CIP plan to be done

TB, Treasurer

Very High

**Provide parks, trails, rec facilities to serve all citizens**

Continue to maintain/improve twmsp parks

Explore appropriate locations to expand parks, water access, rec facilities

Develop future trails to link to other regional trails

Maintain/encourage communication between Planning Com and Parks Com

**Maintain integrity of roads to encourage traffic to move safely, smoothly**

Maintain Center Rd as arterial providing free flowing w no stops/signals

Establish access mgmt plan along roadways

Continue to document road conditions for road projects

Encourage street design to provide efficient traffic in neighborhoods

Develop additional scenic turnouts and encourage preservation of scenic vistas

Encourage secondary access in new developments

**Encourage access to public transportation**

Research feasibility of BATA fixed route

**Provide pedestrian movement in high density and in commercial areas**

Provide system for bike traffic w/out conflicting w vehicles

Require plan for internal pedestrian movement to adjacent subdivisions

Keep lakeshore road ends open for ped access, etc

**Progress**

**What is needed to do this action?**

**Who?**

**Priority**

Center Road has become Scenic Roadway

TB take lead?

more statistics from County Road Commission?

TB take lead?

Future land use will impact Center Road. need to investigate that interaction need to get statistics on Center Road, much discussion on increased traffic  
Brad Bickle, incoming Treas and Gordon Hayward to have meeting w M-DOT

**Provide efficient Township Services**

Develop Capital Improvement Plan (state mandate)

Continue police protection

Use existing facilities in many ways to benefit community

Investigate need for additional or updated fire station

Maintain township library

Develop relationships w neighboring govts for partnering to reduce costs, etc

**Assure availability of Electricity and natural gas**

Work w companies to create comprehensive future services

Install electric underground in new developments; bury existing if possible

Consider alternative energy sources while maintaining character

**Enhance communications within Township**

Expand public information on Township web site

Continue to distribute newsletter

Encourage communication w other governmental entities

**Evaluate need for future water and sewer districts**

Adopt rules so all central systems conform to fed/state/local requirements

Maintain water/sewer agreements with TC

Encourage homeowners to hook-up to public sewer systems

**Adopt measures to ensure continued use of good septic systems**

Develop plan for individual septic sys maintenance and inspection

Adopt regs to bring all sewage disposal sys up to current stds

Encourage residents to correct deficient sys/consider common/cluster systems

Work w GT DPW to provide collection of seprage and holding tank waste

**Provide convenient, economical solid waste disposal**

maintain transfer station and do curb-side pickup

Consider additional recycling drop-off areas

Consider ways to reduce number and frequency of solid waste trucks

Provide locations for lawn and woody material waste to be deposited

done

done