

**PENINSULA TOWNSHIP
PLANNING COMMISSION MEETING MINUTES
13235 Center Road
Traverse City, MI 49686
December 17, 2018**

1. **Call to Order:** 7:00 p.m. by Peters
2. **Pledge**
3. **Roll Call:** Present: Susan Shipman, Todd Oosterhouse, Al Couture, Monnie Peters, Donna Hornberger, Larry Dloski; also present: Randy Mielnik, Christina Deeren. Absent: Wunsch.
4. **Approve Agenda:** **Motion:** by Dloski to approve agenda, second by Couture.
Action: Passed
5. **Brief Citizen Comments:** none
6. **Conflict of Interest:** none
7. **Consent Agenda:**
 - (a) Correspondence: none
 - (b) Approval of Meeting Minutes: Planning Commission Meeting:11/19/2018
Corrections:
 - * Pg.2, 8(g) 5. Last sentence, replace the word “presented” with “recommended”.
 - * Pg.2, 9(b)11. After the word “approve”, add “the amendment with”.
 - * Pg. 3, 9(c)5. After the word “discussion” add “, largely about procedure and the need for a public hearing at the PC level”.
 - * Pg. 3, 9(c)7. After the word “passed”, add “6-1”.
 - * Pg. 4, 9(g)6. Add “Action: passed”. Pg.4, 11.1. misspelling of “Meihn”.
 - (c) Acceptance of Meeting Notes: Master Plan Committee Notes 11/13/2018
Bylaws Committee 12/6/2018
Bowers Harbor Vineyard Committee Notes:12/10/2018
Corrections: The Master Plan Committee adjourned at 11:10 a.m., not p.m.
Motion: by Hornberger to approve the consent agenda, second by Shipman
Action: Passed.
8. **Reports and Updates:**
 - (a) **Township Board** (Mielnik, Peters) Brys Amendment #4 was passed. Couture was appointed to Zoning Board of Appeals.
 - (b) **Zoning Board of Appeals** (Couture) No meetings in either December or January.
 - (c) **Bowers Harbor SUP Committee** (Shipman) The committee of Shipman, Wunsch, and Hornberger met with a range of township staff and the applicants on 12/10/2018. Three different options were presented, the pros and cons discussed. Though the situation remains challenging, it was decided that Bowers Harbor Vineyard will look into pursuing variances with the Zoning Board of Appeals for Winery Chateau standing. They would then come back to the Planning Commission for the SUP process. This is supported by both staff and PC members. Thanks to township staff for working so hard to move this along. There are a few willing to support the applicants at the ZBA.
 - (d) **Zoning Update Committee** (Peters/Mielnik) The committee did meet, still finding little things to discuss. This is the end of a long process, 70 meetings over 3+ years. There are still a few issues to be clarified, but the plan is to move forward to bring to a joint meeting of the Township Board and the Planning Commission in January to explain why it is being updated, and to present a plan to roll out to the public in the form of workshops to get public input. After

that, the final product will be submitted to the Planning Commission for approval, then on to the Township Board. The focus is to reorganize, avoid duplication of terms and definitions, and make it clearer. The larger planning issues like Wineries and B&Bs are set aside until after the Master Plan Update is completed. These issues will involve a policy debate and will require consensus on the part of the Township.

9. Business

(a) Annual Report (Draft for Discussion) 2018 Annual Report of the Peninsula Township Couture will work with Mielnik to add a paragraph or two about the work done concerning short-term rentals. Discussion concerning length of terms of PC members. Mielnik will double-check.

(b) Bylaws Update (Draft for Discussion) Mielnik and Couture provided the edits. There is still work to be done. The ex-parte communication section 9 needs to be looked at by the attorney. Comments by Dloski concerning ex-parte communications between Planning Board members. He described a brief meeting between Hornberger and himself that took place shortly before his first PC meeting. They discussed how the PC meetings work, and spoke about the current business before the PC. It was informational and helpful to him as a new PC member. No decisions were made. Agrees that we need clarification from attorney. Discussion concerning conflict of interest and specific process allowable for declaring a conflict of interest. Need an attorney to clarify. Peters suggested the agenda stay the same as it is. Dloski questioned the need for the public to speak three separate times on the agenda. Discussion of past boards and the need for open public input.

10. Citizen Comments

Nancy Heller, 3091 Bluewater Rd., questioned the last statement on page 1 of the 2018 Annual Report Draft. She was present during the hiring process of the current Planning Director. She understood at that time that a part-time assistant might be needed, not another full-time planner. She would like clarification on this.

11. Board Comments

Couture: Merry Christmas

Hornberger: Whenever the Bowers Harbor petition goes before the ZBA, I will attend and speak on behalf of what the committee did.

Deeren: That will probably happen in February. I will keep you updated.

Peters: The meetings for the next two months have been scheduled a week later, due to holidays. They are correct as posted. Thanks to Mielnik for the article included under General Information in the packet. Recommended for all to read.

Shipman: Will not be at next two PC meetings.

12. Adjournment Couture moved to adjourn meeting, second by Dloski. Action: passed Meeting adjourned at 7:45 p.m.

Sue Crampton
Recording Secretary