

**Packet Addition
for January 28, 2025,
Township Board Special Meeting**

Consent

Robin Noval

From: Maura Sanders
Sent: Tuesday, January 21, 2025 10:31 AM
To: Becky Chown; Robin Noval
Subject: Fw: Please resend
Attachments: doc02777220250121111703.pdf

Packet for the 28th. Consent agenda is OK as this is already accounted for in the FD budget.

Maura Sanders

Peninsula Township Supervisor

13235 Center Road

Traverse City MI 49686

phone - 231-223-7323

fax - 231-223-7117

supervisor@peninsulatownship.com

Office Hours: Mondays 7:30 am to 6:30 pm, Tuesdays – Thursdays 7:30 am to 5 pm and closed Friday – Sunday and Holidays.

From: Fred Gilstorff <fire@peninsulatownship.com>
Sent: Tuesday, January 21, 2025 10:25 AM
To: Maura Sanders <supervisor@peninsulatownship.com>
Subject: Re: Please resend

Maura,

Attached is a quote to replace our FLIR vision on Marine 1. The FLIR is for night vision which is very important to us for night time operations on the Bays. We have worked with the manufacture to try and trouble shoot this problem and have it isolated to the cameras that are located on the top of the boat. The cost of the replacement is \$21,145.50. I am requesting approval to purchase this vital piece of equipment. Any questions, please let me know. Thank you.

Fire Chief Fred Gilstorff
Cell Phone: 231-463-0330
Station Phone: 231-223-4443
Email: fire@peninsulatownship.com



The content of this email is intended for the person or entity to which it is addressed only. This email may contain confidential information. If you are not the person to whom this message is addressed, be aware



Sales Quotation: 2490-KH

Order Date: 01/16/2025

TEAM EQUIPMENT, INC.
 1620 ORCHID LAKE ROAD
 NEW PORT RICHEY FL 34653-1111 USA
 Telephone : 727/848-2424
 Fax : 727/845-5941

BILL TO :
PENINSULA TWP. FIRE DEPARTMENT LAKE ALMANOR, CA 96137 USA

SHIP TO :
PENINSULA TWP. FIRE DEPT. LAKE ALMANOR, CA 96137 USA

THIS IS A BID/ESTIMATE

Customer	Ship Via	F.O.B.	Terms	Purchase Order Number	Sales Person	Reference No.
C698	BEST WAY	ORIGIN	NET 30 DAYS	QUOTATION	TEAM	

Quantity			Item Number	Item Description	Unit Price	Disc. %	Total Net Amount
Req.	Shp.	B.O.					
1.00			E70518	13CA2 M364C THERMAL CAMERA SYSTEM #30 **Does not include a joystick**	23,495.00	10.00	21,145.50
Current Lead time is 4-6 weeks							

These commodities, technology or software may not be used in the design, development, production, or use of nuclear, chemical, or biological weapons or missiles.

These commodities may not be sold, transferred or exported to the territory of Belarus, Burundi, Central African Republic, Crimea Region (of Ukraine), Cuba, the Democratic Republic of Congo, the Republic of Congo, Donetsk Region (of Ukraine), Guinea-Bissau, Iran, Luhansk Region (of Ukraine), North Korea, Russia, Rwanda, the Republic of South Sudan, the Republic of Sudan, Somalia, Syria, Tanzania, Uganda, Zambia & Zimbabwe.

*Please note: If Peninsula Fire is not Tax Exempt you must file your own taxes, Team is not authorized to tax in CA.

THIS QUOTATION IS GOOD FOR 30 DAYS.

PLEASE ALLOW FOR SHIPPING CHARGES.

Non Taxable SubTotal	21,145.50
Taxable SubTotal	0.00
Tax	0.00
Total Order	21,145.50

PENINSULA TOWNSHIP

13235 Center Road, Traverse City MI 49686

Ph. 231.223.7323 Fax: 231.223.7117

www.peninsulatownship.com

MAURA A. SANDERS
SUPERVISOR

REBECCA CHOWN
CLERK

KATIE M. CLARK
TREASURER

JULIE ALEXANDER
TRUSTEE

J.P. MILLIKEN
TRUSTEE

DAVID K. SANGER
TRUSTEE

ISAIAH S. WUNSCH
TRUSTEE

January 28, 2025

TO: Villa Mari LLC/Marty Lagina
8175 Center Road
Traverse City, MI 49686

SUBJ: LDA #357

We approve: Land Division 357 subject to the condition that the approval meets the conditions of ordinance 07-10-11 Existing Non-Conforming Frontage Roads as amended by Amendment 192. The appellant, Villa Mari, has provided sufficient information to satisfy the condition placed on the LDA #357 at the Peninsula Township Special Meeting on December 1, 2024.

Maura Sanders, Supervisor
Peninsula Township

Rebecca Chown, Clerk
Peninsula Township

Enclosure: Documentation from Doug Mansfield, President Mansfield Land Use Consultants

January 20, 2024

Maura Sanders
Supervisor
Peninsula Township, Grand Traverse County

Regarding: Additional LDA 357 information

Ms. Sanders: I have been asked to reply to three specific questions as set forth below and followed with my answers.

- 1. Confirm with Mr. Mansfield that he is showing that the road is not improved to the new proposed parcel;**

Upon receiving your email of January 10th 2025, to Mr. Lagina, I had our survey crews go back out to the site and the subject Frontage Road. In being that the road is over 30 years old and under-utilized, it had become overgrown. I had the crew search under the snow, ice and grass to identify whether or not the original physical gravel surface existed beyond the point original exhibited in our sketch. We found that there were traces of gravel extending to the property line. Whether or not it extended to the suggested width was questionable. After some discussion with Mr. Lagina's agent, we staked the centerline of the easement and defined the structural qualities and width, whereby Mr. Lagina's team improved the condition of the subject road surface, which now not only meets the criteria of the current ordinance, but exceed those qualities and meets the criteria of the International Fire Code.

In such, the question is no longer relevant.

- 2. Obtain a copy of the 1992 zoning ordinance excerpt that he relies upon could be of assistance in confirming compliance.;**

I do not have the original Section of the PTZO regarding "Frontage Roads," the 1992 Zoning Ordinance, nor the excerpt described. My inference as it meeting the 1992 Ordinance was it must have been met, because the then Zoning Administrator, Gordan Hayward provided a Preliminary Road Permit for that very road which I was given.

I have been a part of designing and permitting "Frontage Roads", pursuant to the Peninsula Township Zoning Ordinance (PTZO) for over thirty years. 10 years of which were while working for the Township's Engineer. The general requirements of structural and geometrics for Frontage Roads have never been revised and are in fact in conflict with the requirements of the International Fire Code.

I also noted under the amendment footers, that in 1992 Peninsula Township passed a frontage road ordinance that required (amongst other things) that the road be built on a 33 foot wide easement. In 1995 an amendment added a requirement for an additional 10 feet each side for utilities.

In short, I only have what the township has which is available on-line.

3. Confirm and otherwise inquire if Mr. Mansfield will provide a conclusion or analysis as to compliance with Section 7.10.11 as stated in Trustee Sanger's motion

I have been a township supervisor in this very county for over three decades. I worked for your Township Engineers for a decade. I have myself, or with other team members designed and permitted miles of "Frontage Roads" or otherwise private roads in Peninsula Township.

I am very familiar with zoning ordinances.

My answer, my conclusion, my analysis as to subject Frontage Road meeting the requirements of 7.10.11 is that they were already met when the land divisions were initially requested and 7.10.11 was not needed for approval anyway.

Specifically, 7.10.11 applies to non-conforming roads. The road serving parcel B was approved as an official frontage road in 1992. As stated, I was furnished a copy of the Preliminary Road permit for that road, signed by Gordon Hayward the Zoning Administrator. The road was built and was definitely given final approval, because a LUP was issued for the Smith property. That permit would only be lawful if the road was given final approval. The PTZO sets forth that Frontage Road approval applies to ALL benefited parcels - in this case parcel B. Once a Frontage Road is approved, it remains forever as an approved Frontage Road. The fact that a portion needed more gravel is a MAINTENANCE issue, which is covered by the road maintenance agreement. All this being said, my opinion is that there should never have been any reason to apply 7.10.11 at all.

However, if by some standard that I am unaware of, the existing road did somehow become "non conforming" then 7.10.11 was and is met for two reasons:

Reason 1.

Section 7.10.11 of the Peninsula Township Zoning Ordinance (PTZO) clearly says that a non conforming road can continue to be used (including for building, etc.) but not for any new parcels.

Parcel B is not a "new parcel" It is the remainder parent parcel. This is only rational. Suppose in 1994 a home was built on what is now parcel B. The only access at that time was the road in question. If the owners of said home wished to sell a NEW parcel ten years later, it would be nonsensical to require them to redo the road they had been using for a decade. The new parcel needs a new frontage road. The remaining parent parcel can use the old road.

7.10.11 sets forth the logical position that an existing non conforming road can continue to be used for all legal purposes, but ONLY for the remainder parent parcel and also (logically) NOT for NEW parcels-like parcel A. Parcel A now must have and does have other legal access . The existing "non conforming" road can be used for parcel B. That's what 7.10.11 says.

Reason 2.

Even if my interpretation in 1) above is not acceptable, my client has elected to add sufficient gravel at sufficient thickness and width to meet and exceed the current PTZO Frontage Roads standards on the portion of the road that was not paved.

Please see the following pictures. With this fact and my previously submitted data the road meets the required upgrade standards set forth in 7.10.11

Overall, my opinion is that the land division approval should have been given initially because the road was an Approved Frontage Road in 1992 and all times thereafter.

If 7.10.11 is the actual standard, its requirements were immediately met by reason 1). Alternatively, 7.10.11 requirements have now been met by the recent re graveling as set forth in reason 2)

Thank you

Douglas Mansfield, President
Mansfield Land Use Consultants

Mansfield

&
Land Use Consultants





Business

PDR Selection Committee Applicants

John Dolton
10862 Eagles Landing Dr.
Traverse City, MI 49686
231 421-5488
jdolton@charter.net

January 20, 2025

Maura Sanders
Peninsula Township Supervisor
13235 Center Road
Traverse City, MI 49686

Dear Ms. Sanders,

I am writing to express my interest in becoming a member of the Purchase of Development Rights Selection Committee. I believe I can bring a thoughtful and balanced perspective in the evaluation of properties under consideration for the program. As a township resident, I feel very fortunate to live in a community that cares about preserving its rural character and had the foresight to create such a successful PDR program and is supportive of its continuation.

As for my background, my wife and I own a home and have lived year-round on Old Mission Peninsula since 2011, after relocating from Boulder, Colorado. Prior to my retirement, I spent the majority of my professional career working for the Colorado Housing and Finance Authority -- the entity charged with supporting affordable housing and business development throughout the state of Colorado. While my primary focus had been on the financial aspects of housing and business development through bond issuance and bond proceeds management, I am well versed in the challenges communities face in confronting growth.

As of November 2018, I have been a member of the Township's Zoning Board of Appeals where I serve as Board Chair. I believe my experience in working with the ZBA and our zoning ordinance gives me valuable insight into what makes Peninsula Township such a unique and special place. It would be my honor and privilege to serve on the PDR Selection Committee.

I am submitting my resume for your review, and I thank you for your consideration.

Sincerely,

John Dolton

John Dolton

10862 Eagles Landing Dr., Traverse City, MI 49686
231 421-5488, jdolton@charter.net

Community Work Experience

2018 - Present Zoning Board of Appeals member and board chair (as of November, 2021)
Employer: Peninsula Township, Traverse City, MI

Career Work Experience

2010 - 2019 Manager, Finance (working remotely from Traverse City, MI)
Employer: Colorado Housing and Finance Authority, Denver, CO

After retiring as the Director of Finance in May of 2010, continued working remotely part-time as a manager in the finance division. Responsible for various analytical modeling and the oversight of key compliance and debt administration functions. Fully retired in October of 2019.

2003 - 2010 Head of Corporate Debt & Investment Management/Director of Finance
Employer: Colorado Housing and Finance Authority, Denver, CO

Responsible for the day-to-day operations of the finance division including new bond issuance, existing debt administration, treasury functions and secondary marketing operations. Managed a bond portfolio in excess of \$3.5 billion.

2001- 2003 Chief Financial Officer
Employer: Colorado Housing and Finance Authority, Denver, CO

Directed the operations of the finance, accounting and IT divisions of the Authority. Supervised the annual financial audit and corporate budget. Worked closely with other senior management and the board of directors to develop and implement strategic initiatives to accomplish our mission driven objectives.

Education

B.S. Business Administration, Emphasis: Finance. Graduated summa cum laude, 1988.
Institution: Leeds School of Business, University of Colorado, Boulder, CO

Professional Designations

Chartered Financial Analyst (CFA)

Other

Since 2015, acting board member and treasurer for the Eagles Landing Condominium Association, a 47 unit residential development on Old Mission Peninsula.



Purchase of Development Rights Selection Committee

From Kennard Weaver <dobrum@aol.com>

Date Thu 1/9/2025 4:29 PM

To Maura Sanders <supervisor@peninsulatownship.com>

I am interested in the opening on the Purchase of Development Rights Selection Committee. John Wunsch first explained the process to me and my wife, Judith, in 1993 at the Bowers Harbor Inn, while he was on break from playing guitar dinner music for the diners. We have voted in favor of the millages whenever present on the ballot. I understand and I am in favor of the process and its goals. I have time available to perform the duties of the position as you have described them.

I am currently beginning my thirteenth year as a Trustee of Northwestern Michigan College, and have served in many other community positions and business enterprise positions. I served on the boards of Peninsula Township Fire Board, Old Mission Peninsula Historical Society, Traverse Symphony, Dougherty Mission House Board, a public television station In South Bend, Indiana, and several national trade association committees. I have been a director and officer of a number of successful business enterprises. I have been an instructor on the Inland Seas, the University of Maryland, and Indiana University. I have been an active Rotarian since 1972.

I have a bachelor's degree from the Honors College of Michigan State University, with an accounting major and economics minor, and I completed the entire engineering math series. I received my Juris Doctor from Harvard Law School, and I am a retired partner of the international law firm known as Faegre Drinker Biddle Reath.

I currently have created and posted about 75 videos on YouTube on local history and culture.

Please let me know if you need further information.

1/9/2025 4:25 p.m.

Kennard R. Weaver

[EndPolioNow](#)



Note from E Dreier

From Eric Dreier <ecdreier@gmail.com>

Date Sat 12/28/2024 7:41 AM

To Maura Sanders <supervisor@peninsulatownship.com>

Cc to: John Wunsch <john@stringsbymail.com>

Ms. Sanders, as the end of the year approaches I would appreciate the opportunity to serve another term on the Peninsula Township Purchase of Development Rights (PDR) committee. I thank our township board for your consideration.

Sincerely,

Eric Dreier



Re: Additional term PDR selection

From Maura Sanders <supervisor@peninsulatownship.com>

Date Tue 12/31/2024 6:31 PM

To John | SBM <john@stringsbymail.com>

Received. Thank you.

Maura Sanders, Supervisor
Peninsula Township
(via Outlook for Android)

From: John | SBM <john@stringsbymail.com>

Sent: Tuesday, December 31, 2024 6:21:53 PM

To: Maura Sanders <supervisor@peninsulatownship.com>

Subject: Additional term PDR selection

Hello Maura,

This message is to inform you directly that I would like to serve another term on the PDR selection committee.

As the current chairman of the committee I will follow up shortly with scans of signed letters from myself and Eric Drier, as the designated 2 year initial term members, expressing our desire to be reappointed by the board.

Thank You,

jw ~

John A. Wunsch
PDR Selection Chairman



PENINSULA TOWNSHIP

MEMO

To: Township Board
From: Jenn Cram, AICP, Director of Planning
Date: October 25, 2022
Re: Packet Policies

This memorandum is intended to memorialize policies for correspondence from the public to be included in packets and the timeframe by which correspondence and other materials will be included in a regular packet or packet addition. These policies apply to packets and packet additions for the Peninsula Township Parks Committee, Planning Commission, Zoning Board of Appeals, and Township Board.

Correspondence:

Correspondence from the public to be included in a packet or packet addition is limited to three pages. Font should be no less than 12 so that it can be easily read.

Materials for the Regular Packet:

All materials to be included in a regular packet shall be submitted eight days in advance of the publication of the packet.

Packet Additions:

The clerk, director of planning, or director of zoning may choose to publish a packet addition one day before a regular meeting of the Parks Committee, Planning Commission, Zoning Board of Appeals, or Township Board. Materials must be submitted by 9:00 a.m. the day before the scheduled meeting.

Materials that may be included in a packet addition include:

- additional correspondence from the public received after the publication of the regular packet
- materials in support of or opposition to a consent or business item provided they do not propose any amendments to materials submitted as part of a pending application for a special use permit (SUP) or variance that was included in the regular packet

Organizational and Functional Analysis of Peninsula Township Government: The Maner Costerisan Report

In the fall of 2023, the Peninsula Township Board formed a citizen committee to analyze the organizational structure of our local township government. The goal was two fold: assess its ability to meet the needs of the community and determine the necessary components to provide effective government in the township today and in the near future. Committee members included Wes Cowan, Dave Murphy, Ron Strachan, Fred Woodruff, and Armen Shanafelt (chair), who at the time was a Peninsula Township trustee.

After spending several months mapping processes, costs, and resources, the committee determined that the complexity of the task would require third-party expertise to complete the work in a reasonable amount of time. After seeking bids from experienced organizations and following a vetting process, the committee identified the public accounting, technology, and business consulting firm Maner Costerisan as the preferred provider.

Maner Costerisan began work last May and provided its final report on November 19, 2024. The MC report, as it's commonly called, comprises more than 100 pages and can be found on the township website at this link:

(https://www.peninsulatownship.com/uploads/1/0/4/3/10438394/organizational_analysis__recommendations_for_township_government_sturcture_11-19-24_final.pdf). Please note the two appendices that support the document, also available on the township website.

Although all township residents would benefit from reading the entire report and assessing its conclusions independently, the executive summary, which comprises the first few pages, effectively captures the document. Essentially, the MC report:

- Recommends the township hire at least two full-time professional staff to support elected officials and existing staff:
 - A superintendent who functions as an operations officer coordinating the operational aspects of township government, and
 - A parks administrator dedicated to the park system and cemetery operations
- Explains that the additional funding needed to meet the fiscal demands of a well-run government and support the recommended increase in staff can be accomplished in one of two ways:
 1. Township residents vote in new specific millages (e.g., Headlee rollback plus a separate parks millage, or
 2. Township residents vote to transform from a general law to a charter township

The analysis provided by the MC report determined that for the owner of a median-priced home (based on a value of \$521,300) in Peninsula Township, the estimated annual increase in taxes to meet this base recommendation is ~\$200 (or <\$4/week).

Context

Our township government structure, which has been in place since the mid 1800s, was designed for largely agrarian communities. Government had a limited role as reflected by the relatively limited needs of the populace. As communities have evolved over the past 150 years, increased needs and demands have led to an increase in the complexity of current local governments and, in parallel, an increase in the cost to run them effectively.

The most basic form of government in Michigan is the general law township. Although structurally similar to charter townships, general law townships are restricted in a key area: they are unable to directly assess taxes on resident property owners. Additionally, general law townships are limited in the amount of tax income they can receive; this sum is further reduced by the Headlee Amendment.

Township government is inherently fragile: every four years, the entire board, including the clerk, supervisor, and treasurer, are up for election, and there is no certainty that candidates elected to these positions have the necessary skills to function effectively in these roles (see Appendix A of the MC report for competencies expected of elected officials).

In part to alleviate this concern, township government hire staff to drive operational roles; the recommendations in the MC report specifically suggest hiring additional professionals in key roles to ensure continuity in government from election to election, thus providing stability, effectiveness, and fiscal soundness in the evolution of the community the government serves.

Next Steps

The Peninsula Township Board has asked the original citizen committee to dive more deeply into the report and determine whether any recommendations should be brought to the board for potential action. This work is expected to involve several public meetings and to leverage information gleaned from the next community survey (planned for early 2025).

By Armen Shanafelt