PENINSULA TOWNSHIP

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Planning Commission
Regular Meeting
June 4, 2026, 7:00 p.m.
Township Hall
Minutes

1. **Call to Order by Beard at 7:00 p.m.**
2. **Pledge**
3. **Roll Call – Present:** Alexander, Beard, Eckstein, Hornberger, Shanafelt; **Absent/Excused:** Hall, Shipman; **Planner of Record:** Sara Schroeder
4. **Approve Agenda**

Motion by Alexander to approve the agenda as amended to add a report from Eckstein on the recent agritourism summit attended, seconded by Shanafelt. **Motion Passes**

5. **Brief Citizen Comments (For Agenda Items Not Scheduled for Public Hearing): none**
6. **Communications:** FSBR memorandum identifying zoning topics currently in litigation and not recommended for discussion or amendment.
7. **Conflict of Interest: none**
8. **Approval of Minutes**
   a. **May 7, 2026 meeting minutes**

Motion by Alexander to approve the minutes as written, seconded by Eckstein.
Motion Passes

9. **Business**
   a. **Signage - Zoning Amendment #208**

Schroeder reviews proposed changes, including moving sign definitions into the general definition section, replacing separate ground monument and ground pole sign categories with a single freestanding sign category, clarifying lighting language, and revising seasonal and feather flag sign timeframes.

Commission discusses agricultural signage, temporary and seasonal signs, feather flags, total sign area, number of signs, road frontage, wall signs, flags, and maintenance standards. The PC directs revisions including seasonal signs allowed March 1 through January 31, feather flags subject to the temporary sign timeframe, agricultural signage limited to 30 square feet excluding wall signs, no more than one sign per 20 feet of road frontage with a maximum of eight signs, flags limited to six flags and 60 square feet total, and prohibited signs clarified to include signs that are illegible, not clean, or not in good repair.

Motion by Alexander to schedule Zoning Amendment #208 - Signage for public hearing at the next regular meeting on July 9, seconded by Eckstein. **Motion Passes**

   b. **Special Use Process**

Schroeder explains that the revised language reorganizes the review procedure chronologically and better reflects current practice. Board members discuss application fees, escrow, public hearing requirements, minor

amendments, and the role of the Planning Commission and Township Board in determining whether an amendment is minor.

Commission agrees that minor amendments should still be reviewed by the Planning Commission and receive final Township Board approval, with public hearings available at the Board's discretion. Revisions are requested to clarify that the Township Board remains the final approval body, correct section numbering, remove "materially" where used as a qualifier, remove "excessive" from language regarding additional public service requirements, and further review amendment standards related to changes in building footprint or height. The item will return for further review before a public hearing is scheduled.

c. Chickens and Accessory Dwelling Units - Zoning Amendment

Schroeder explains that the language reflects prior discussion and applies to chickens in residential and commercial districts, not agricultural districts. Board members discuss enclosure requirements, whether chickens must remain in a covered enclosure at all times, and the need to keep chickens from roaming beyond their permitted area.

Commission directs revisions to require chickens to be provided with a covered enclosure, clarify that chickens must remain enclosed and may not roam the lot or other property, and clean up setback language.

Motion by Hornberger to schedule the proposed chicken ordinance for a public hearing at the next regular meeting on July 9, supported by Alexander. **Motion Passes**

Regarding ADUs, Schroeder explains that the draft reflects prior Planning Commission and rewrite committee discussion. **PC** discusses attached and detached ADUs, garage and storage space, lot coverage, lot size requirements, whether detached ADUs should require larger lots, and how the ordinance should address existing structures, accessibility, and potential misuse. PC also discusses owner-occupancy requirements, rental restrictions, caregiver or family use, and concerns about ADUs being used as short-term rentals. Schroeder will research how other communities address these issues, consult with McKenna as needed, and return with proposed language for further review.

d. Small Processors - Zoning Amendment (from Agricultural Advisory Committee)

Schroeder explains that current on-farm processing standards apply to agricultural properties of 40 acres or more, while smaller agricultural parcels may have interest in limited processing uses such as pickles, vinegar, cider, or other products grown on site. PC discusses whether smaller processors should be allowed, what review process should apply, and whether additional standards are needed for building size, setbacks, noise, impacts, and the percentage of products grown on site.

Commission also discusses the Township Attorney's guidance regarding agritourism, alcohol-related uses, events, restaurants, local sourcing, merchandise, and related issues that may be affected by pending litigation. PC agrees to pause detailed review until after the upcoming educational session on the Right to Farm Act and GAAMPs, while noting support for finding an appropriate path for smaller agricultural properties to have direct sales and limited processing opportunities.

e. Meeting Schedule

PC discusses the meeting schedule and workload. Commissioners discuss moving regular meetings to the fourth Monday of each month beginning later in the summer, and adding a second Monday meeting as needed to help move items through the review process. **Schroeder** will prepare a proposed meeting schedule with dates and optional meetings for formal consideration at the July 9 meeting. **The Commission approved by consensus July 27 as the following meeting date.**

10. **Reports & Updates - Verbal**
    a. **Agricultural Advisory Committee (Beard)**

The AAC will continue discussing farm stays, including how farm stays differ from short-term rentals and how MDARD and GAAMPs may apply to agricultural land.

    b. **Agritourism Event Recap (Eckstein)**

Commissioners share observations about agritourism opportunities, farm-based experiences, collaboration, liability considerations, and the importance of supporting agriculture and small farm viability on the Peninsula.

    c. **Township Board (Alexander)**

An update is provided regarding successful mediation and a consent judgment in the Hague PDR enforcement matter, including recovery of a significant portion of legal fees and a path toward compliance.

    d. **Non-Motorized Plan (Shipman): none**

11. **Brief Public Comments: none**
12. **Other Matters or Comments by Planning Commission Members**

Discussion: upcoming Planning Commission term expirations, the need to move completed zoning ordinance sections to the Township Board incrementally rather than as one large package, and the value of tracking ordinance rewrite progress. Schroeder notes that a Planning Commission representative is needed for the ZBA, and Hornberger volunteers to serve.

13. **Adjournment**

Motion by Hornberger to adjourn, seconded by Alexander. **Motion Passes**

Meeting adjourned at 9:57 p.m.