



PENINSULA TOWNSHIP

13235 Center Road, Traverse City MI
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Planning Commission Regular Meeting August 5, 2025, 7:00 p.m. Township Hall Minutes

1. Call to Order by Beard at 7:00 p.m.

1. Pledge

2. **Roll Call – Present:** Alexander, Beard, Dloski, Hall, Hornberger, Shipman; **Excused/Absent:** Shanafelt;
Township Zoning Administrator: Sara Kopriva

3. Approve Agenda

Motion by Hall to approve the agenda as written, seconded by Shipman.

Motion Passes

4. Brief Citizen Comments (for non-agenda items only):

Nancy R. Heller, 3091 Blue Water Road: clarifies that the Fire Chief did not support increasing occupancy to 99 as previously stated in the packet, (Hornberger notes the error). Expresses concern about outside entertainment noise from a nearby establishment, which she says she can hear from her home half a mile away, and opposes removing the 10 p.m. outdoor use cutoff, citing the rural setting and monitoring challenges. Drawing on her farm-stand experience, notes that customers often ignore designated parking. Requests that the ordinance rewrite subcommittee includes someone with agricultural experience, though she does not wish to serve herself.

Louis Santucci, 12602 Center Road: expresses disappointment that the previously planned 15-minute pre-meeting discussion period with the Planning Commission has been rescinded. Supports the idea as an opportunity for back-and-forth dialogue, noting it would be more interactive than the current three-minute comment period and could benefit both the public and the Commission. Urges the Commission to reconsider and reinstate the practice.

Jay Milliken, 13795 Seven Hills Road: representing Seven Hills, states that the business has no desire to be audible in residents' homes and apologizes if noise was heard. Encourages community members to contact him immediately with concerns so they can be addressed in real time, noting shows end at 9 p.m. and the intent is to be a positive presence for the community.

5. Communications

Beard notes that the Fire Chief confirmed he has not reviewed the occupancy of the Seven Hills building, contrary to information in the planner's report. Email from Mr. Barnhart was also received and forwarded to the planner for the record. No other communications were reported.

6. Conflict of Interest: none

7. Approve Meeting Minutes

Motion by Hornberger to approve Planning Commission Special Meeting July 10, 2025 regular meeting minutes, seconded by Hall.

Motion Passes

8. Planner Report

Kopriva: reported no additional updates beyond the items in the planner's report, which include Seven Hills and the zoning ordinance rewrite subcommittee. She offered to answer questions or refer them to Elise as needed.

9. Business

a. Seven Hills Special Use Permit Discussion

PC reviews planner's report and task force recommendations for a proposed amendment to SUP #35 (likely Amendment #4) to update, not replace, existing conditions. Key discussion focuses on raising the current 70-person cap (Amendment #3) to 99 indoors, per building and fire code standards. Seven Hills representative Jay Milliken notes the county health department only calculates septic capacity, with current flow well below design limits. PT Fire Chief has not yet provided written sign-off; required documentation would accompany the amendment application. 99-person limit would cover the building and covered patio, with grassy areas uncapped by code but rarely exceeding 250 people (special event permit threshold). PC discusses whether to impose stricter limits than those set by applicable codes. Other proposed changes include removing unenforceable no-parking enforcement requirements, replacing the "reasonable person" noise standard with reference to the township noise ordinance, removing the 10 p.m. outdoor use cutoff in favor of noise-based regulation, and eliminating a condition requiring Seven Hills to fund a future traffic study. Members stress the need for an updated, enforceable noise ordinance and note existing noise mitigation efforts. The redlined draft of Amendment #3 was reviewed without changes. Milliken says Seven Hills will submit a formal application. A request to waive escrow fees was referred to the Township Board.

Motion by Dloski to schedule a public hearing at the September 2 Planning Commission meeting for the SUP #35 amendment, contingent upon receiving a complete application/meeting all public notice requirements, seconded by Hornberger. Motion Passes

b. Motion to Create Zoning Rewrite Subcommittee

Following attorney and board recommendations, PC discusses formally establishing a Zoning Ordinance Rewrite Subcommittee to support and guide a comprehensive review of the township zoning ordinance. Commissioners Beard, Alexander, and Hornberger will serve on the subcommittee, led by township planning staff and supported by McKenna consultants, with meetings to be open to the public and conducted in accordance with the Michigan Open Meetings Act. Minutes will be kept, limited to attendance, motions, and public comment. Acknowledges suggestion made to consider adding a representative from the agricultural community. First meeting is scheduled for August 11 at 1:00 p.m. in the Township Hall, with McKenna participating via Zoom.

Motion by Shipman to establish a zoning ordinance rewrite subcommittee of the Peninsula Township Planning Commission, seconded by Dloski. Motion Passes

10. Reports and Updates - Verbal

a. Agricultural Advisory Committee

Beard: Committee did not meet in July due to the harvest season and will meet next on August 19 at 2:00 p.m. in Township Hall.

b. Township Board

Alexander: reports that the Township Board will hold a special closed session at 6:00 p.m. before its next meeting to consult with attorneys. The Survey Committee has completed its subcommittee work and will now work with the planner to move the process forward.

11. Public Comment: none

12. Other Matters or Comments by Planning Commission Members

Discussion over a prior public suggestion for pre-meeting public Q&A sessions. Clarification that earlier discussions focused specifically on the zoning ordinance rewrite, with potential informal sessions led by staff—not commissioners—to answer questions which would not fall under the Open Meetings Act. Members note that commissioners remain available individually to speak with residents. Shipman reports that consultants for the non-motorized plan are interested in exploring potential trail connections with the Walnut Grove development, and a meeting with the developer will be arranged.

13. Adjournment

Motion by Dloski to adjourn this regular meeting of the Planning Commission, seconded by Hall.

Motion passed.

Meeting Adjourned at 8:06 p.m.