

Planning Commission Regular Meeting  
August 15, 2022  
Beth Chan, Recording Secretary

## PENINSULA TOWNSHIP

13235 Center Road, Traverse City MI 49686  
Ph: 231.223.7322

Planning Commission Regular Meeting  
August 15, 2022 7:00 p.m.

Corrected by Beth Chan on 11/22/22

1. **Call to Order:** 7:00 p.m. by Shipman
2. **Pledge**
3. **Roll Call: Present:** Dloski, Couture, Hornberger, Shipman, Alexander; Absent: Hall; Also present: Jenn Cram, Planner, and Beth Chan, Recording Secretary
4. **Approve Agenda:**  
Moved by Hornberger to approve agenda as amended, seconded by Alexander  
approved by consensus
5. **Brief Citizen Comments (For Non-Agenda Items Only):** None
6. **Conflict of Interest:** Hornberger lives close to the Cooley Bed and Breakfast, she will recuse herself from the public hearing, planning commission discussion, and any vote on business item nine.
7. **Consent Agenda:**
  - a. **Approval of Meeting Minutes: Township Board and Planning Commission Special Joint Public Hearing July 12, 2022**
  - b. **Approval of Meeting Minutes: Planning Commission Regular Meeting July 18, 2022**
  - c. **Approval of Meeting Minutes: Township Board and Planning Commission Special Joint Study Session July 26, 2022**Moved by Dloski to approve consent agenda, as presented, seconded by Couture  
approved by consensus
8. **Reports and Updates:**
  - a. **Zoning Ordinance Re-write Adoption Pause (Cram):**  
**Cram:** a subcommittee has formed to compare the existing zoning ordinance (1972) with the zoning ordinance rewrite. There will be a side-by-side comparison. An update will follow as to findings and considerations. The committee consists of the following: Julie Alexander, Monnie Peters, Christina Deeren, Dave Sanger, and Jenn Cram and will meet weekly. Also, there will be a Special Township Board meeting on August 18, 2022. The meeting will include the consideration of the reappointment of Alexander and Shipman, who have reapplied for the planning commission, and the appointment of Armen Shanafelt as the township board representative to the planning commission.
9. **Business:**
  - a. **Cooley Bed and Breakfast SUP #142 - Public Hearing (6901 Mission Ridge, Traverse City, MI 49686)**

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**Hornberger recused herself from the meeting.**

**Cram:** summarized the Findings of Fact for SUP # 142, Cooley Bed and Breakfast, found in the packet on page 59. Two letters of support have been received and are included. All general standards 8.1.3 (1) have been met, specific requirements, 8.1.3 (3) have been met, and specific requirements for bed and breakfast establishments 8.7.3 (6) (b) were reviewed. Approval Conditions and Safeguards were reviewed. There are nine proposed conditions of approval.

**Moved by Dloski to close the regular meeting and open the public hearing, seconded by Alexander approved by consensus**

**Dave Murphy, 6943 East Shore Road:** spoke in support of the project; aware of the previous use. He has met with the Cooleys. Historically they have been good neighbors to the community; the home provided access to Pelizarri Natural Area, and they have agreed to continue working with the township. There has been discussion about a boardwalk in the Hemlock forest in Pelizarri Natural Area.

**John Campbell, 333 Homestead Lane:** The cars will be going by his home on Homestead Lane to get to the bed and breakfast. Asked several questions directly to the bed and breakfast owners: have they operated a bed and breakfast in the past?

**Discussion: Cram, and Shipman clarify the procedure for a public hearing.**

**Erin Cooley, 6901 Mission Ridge, owner:** more than happy to have a conversation with Mr. Campbell about operations at the bed and breakfast. As owners, they will monitor the use to make sure it is quiet. They intend to be good neighbors. They also have previous experience operating a Bed and Breakfast.

**Moved by Alexander to close the public hearing and open the regular meeting, seconded by Dloski approved by consensus**

**Discussion of approval procedures and by-laws**

**Dloski:** has concerns about road traffic and wants to make a motion that the guests use Homestead Lane as an entrance and exit for the bed and breakfast and not the private roads of Port of Old Mission and Mission Ridge; this would be condition ten. The homeowners of Port of Old Mission do not wish for the guests to use their roads.

**Cram:** This can be posted on their website, entrance and exit would be Homestead Lane.

**Discussion**

**Dloski:** it would be east of Mission Ridge.

**Armen Shanafelt:** stated it is not appropriate that the owners are responsible but should do everything to route people to Homestead Lane.

**Dloski:** wants it to be a condition.

**Cram:** would make it new condition ten, that the applicant will advertise that access to the bed and breakfast will be via Homestead Lane and they will not use Mission Ridge (east of Homestead) or Port of Old Mission.

**Discussion of procedure for the approval of SUPs with reference to the planning commission bylaws.**

**Moved by Dloski to add item ten to the conditions, that the owners will advertise Homestead Lane as an entrance and exit, seconded by Shipman approved by consensus**

**Moved by Couture to waive the condition to put off deliberations according to Section 1.9 (g) for the Cooley Bed and Breakfast to the next planning commission meeting, seconded by Alexander approved by consensus**

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**Moved by Alexander to recommend approval of SUP #142 with ten conditions to the township board, seconded by Couture approved by consensus**

**Discussion on procedures to approve SUPs by the planning commission**

**b. Structure Definition – Final Thoughts on Policy Direction**

**Cram:** referred to the minutes of July 18, 2022. Reviewed the simple definition discussed: a structure means anything constructed or erected on the ground or attached to the ground. The planning commission supports this definition with exclusions covered in other areas of the zoning ordinance. Things at grade will not be included, but greater than thirty inches above grade would be required to meet structure setbacks; there would be exceptions for agricultural support structures and things like docks.

**Discussion**

**10. Public Comments:** None

**11. Other Matters or Comments by Planning Commission Members:**

**Shipman:** mentions that nominating committee members consist of Donna and Alan; will look into naming new members to that committee and nominating a new chair, vice-chair, and secretary for the planning commission in the coming months.

**Discussion**

**Hornberger:** noted that the Nominating Committee is not a standing committee and she and Couture are not the committee members. Two people need to be appointed as Nominating Committee members.

**Cram:** suggests a study session with legal counsel on planning commission by-laws. Looking at training opportunities for planning commission members.

**12. Adjournment:** @7:43 p.m.

**Moved by Couture to adjourn, seconded by Dloski**

**approved by consensus**