PENINSULA TOWNSHIP

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Planning Commission
Regular Meeting
September 28, 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, Lyon, Shipman; **Absent/Excused:** Shanafelt; **Planner of Record:** Sara Schroeder; **Consultants:** Chris Khorey & Ethan Senti, McKenna (Virtual)
4. **Approve Agenda**

Motion by Alexander to approve the agenda, seconded by Hornberger. **Motion Passes**

5. **Election of Officers**

Motion by Shipman to approve the slate of officers as nominated: Kevin Beard to remain as Chair, Susan Shipman to remain as Vice-Chair, and Armen Shanafelt to remain as Secretary, seconded by Eckstein.
Motion Passes

6. **Brief Citizen Comments (For Agenda Items Not Scheduled for Public Hearing):** none
7. **Communications:** none
8. **Conflict of Interest:** none
9. **Approval of Minutes**
   a. August 24, 2026 Regular Meeting Minutes

Motion by Eckstein to approve minutes as amended in the packet addition, seconded by Alexander.
Motion Passes

10. **Business**
    a. **Ord #212 Accessory Dwelling Unit Amendment**

Staff/PC reviews revised ADU language reflecting its prior direction to emphasize aging in place, multigenerational housing, and care for family members, with ADUs limited in the current draft to units attached to and internally accessible from the principal dwelling.

Discussion focuses on whether ADUs should be registered with the Township and whether detached units should also be permitted. Commissioners generally support a simple registration process without an annual fee as a means of identifying ADUs and assisting enforcement of the Township's short-term rental restrictions. Several members reconsider the prior decision to prohibit detached ADUs, noting that converted garages or other existing accessory structures could provide appropriate housing for family members or longer-term occupants. PC discusses balancing greater flexibility for property owners with concerns that detached units could be converted to short-term rentals.

Staff advises that an ADU registration requirement may need to be established separately by the Township Board through a police-power ordinance and will consult Township counsel regarding the appropriate legal framework, including whether registration could or should apply more broadly to rental properties. PC agrees to

defer further action until that information is available and also requests additional comparison with how other communities regulate and register ADUs. Whether detached ADUs should be permitted will be reconsidered in conjunction with the registration issue at the **October 26 meeting**. PC indicates it is otherwise comfortable with the revisions made to the draft.

b. Draft Zoning Ordinance - 6, Zoning Map

PC conducts a detailed section-by-section review of Article 6.

Section 6.01, ADUs, is deferred pending further discussion regarding registration and attached versus detached units. PC identifies Section 6.02, Accessory Outdoor Recreational Activities, as duplicative of the more comprehensive Section 6.28 and directs that Section 6.02 be removed. Existing provisions for adult foster care and farm storage are generally retained.

Bed and Breakfasts/Agricultural Uses. PC identifies 2019 language in the bed-and-breakfast section that had been incorrectly shown as current ordinance language and would impose additional requirements in agricultural districts, including tying a B&B to a retail farm processing facility. Rather than make a significant policy change through the comprehensive rewrite, PC directs that the added 2019 provisions be removed and the current ordinance language retained, with B&B/farm-stay regulations placed on the list for separate future review.

Child Care, Residential Uses and Event Venues. PC directs staff to remove child-care provisions that merely duplicate state licensing requirements while retaining Township-specific zoning standards and updating language to reflect current state-licensed capacities. For multiple-unit housing, PC agrees to replace "single-family" and "multi-family" terminology with "single-unit" and "multiple-unit" terminology where appropriate and to clarify that at least 100 square feet of individual or common outdoor space must be provided per dwelling unit. Broader questions regarding appropriate multiple-unit housing density will be researched using comparable surrounding townships. Event-venue provisions will be revised to correct drafting errors, reconcile parking requirements with Article 9 and recent Township approvals, and address adequate restroom facilities.

Food Processing, Gas Stations and Agricultural Regulations. PC agrees that language distinguishing food-processing plants from wineries is better addressed in the applicable definition in Article 2 rather than repeated in Section 6.13. Gas-station standards are returned to current ordinance requirements, including the 20,000-square-foot minimum lot size and allowance for up to two driveway approaches from one public street. General farming language will be cross-referenced with the pending backyard-chicken provisions. Considerable discussion occurs regarding greenhouses and nurseries, particularly retail sales associated with active farms. PC directs staff to reorganize the section for clarity and further investigate the relationship between greenhouse retail sales, active agricultural production, and retail farm processing rather than make an unintended policy change during the rewrite. Ambiguous "normal business hours" language will also be reconsidered and better defined.

PC makes additional clarification and consistency changes to hotel/motel, indoor recreation, institutional uses, keeping of animals, kennels, marinas, mobile homes, and related provisions. Hotel outdoor activities will be tied more clearly to the Township noise ordinance; indoor-recreation language will be revised to avoid duplicating special-use standards; institutional-use language will be reconciled with the permitted-use table; and the animal provisions will incorporate the current chicken ordinance once adopted. Where existing or previously adopted language is functioning adequately, PC generally favors retaining it rather than introducing additional policy changes as part of the rewrite.

Outdoor Recreation and Parking. Sections 6.28 and 6.29 governing accessory and principal outdoor recreational activities are reorganized and clarified, including removal of unnecessary district-specific headings. PC identifies inadequate and inconsistent parking standards and directs staff to develop a comprehensive parking table in Article 9 applicable across the ordinance, with individual Article 6 sections referring back to that table rather than repeating potentially conflicting requirements.

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PC generally retains recently adopted or existing provisions for recreational-unit parks, remote tasting rooms, non-owner-occupied rentals, restaurants, retail farm processing facilities, and retail farm processing facilities with outdoor seating, subject to verification that the rewrite accurately reproduces the adopted language. A proposed retail-store section is considered unnecessary because its standards largely duplicate requirements applicable to all commercial uses and is directed to be removed. Other provisions, including riding stables and similar uses, are flagged for potential future policy review rather than expanded within the current rewrite.
Energy, Warehousing and Communications. PC reviews solar, wind-energy, warehousing/light-industrial, and wireless-communication provisions. Solar regulations will be reconciled with the Township's more recently adopted ordinance rather than relying on older 2019 draft language, with staff also reviewing noise provisions. For warehousing/light industrial uses, PC agrees to remove the restriction limiting stored agricultural products to those grown on Old Mission Peninsula and to reference the Township noise ordinance rather than a separate decibel standard. Existing wind-energy regulations are retained for now but flagged for possible future review of height and state-law issues. Staff will also confirm that wireless-communication regulations remain consistent with current state-law protections for modifications to existing facilities.
PC completes its review of Article 6, with staff to incorporate the agreed revisions, verify color coding and cross-references, and return unresolved or larger policy issues for future consideration.

c. Draft Zoning Ordinance - Articles 1, 11, 12, 13, 2

PC tables review of the remaining draft zoning ordinance articles until its October 26 meeting, when Articles 11, 12, 13, and 2 are rescheduled for consideration.

11. Reports & Updates - Verbal

a. Agricultural Advisory Committee (AAC) - (Beard)

Beard: reports that the AAC continues work on small agricultural processors, including a proposed facility-size standard based on acreage. Current discussion would allow processing/storage buildings equal to approximately 3% of acreage, with a proposed maximum of 25,000 square feet for properties of 20 acres or more. Additional permitted uses and draft ordinance language remain under development. The AAC will not meet in October due to harvest season but expects subcommittee work to continue, and an additional Planning Commissioner is sought to assist with the effort and attend a meeting with members of the AAC as may be arranged.

b. Township Board (Alexander)

Alexander: reports that the Township Board has considered four Planning Commission amendments. The chicken and lighting amendments will proceed to public hearings in October. Sign and special-use-permit amendments remain under Board review, with additional information and revisions to be presented in October. Discussion of the sign amendment focuses particularly on existing size standards and potential impacts of off-premise signage.

c. Non-Motorized Plan (Shipman):

Shipman: no additional updates are reported. The plan returns to the Planning Commission for a public hearing on October 26.

12. Brief Public Comments: none

13. Other Matters or Comments by Planning Commission Members

Discussion: confirmation that the digital zoning map appears to show split zoning on the previously discussed Craig Road parcel.

14. Adjournment

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

Meeting adjourned at 10:18 p.m.

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