

Planning Commission Regular Meeting
November 21, 2022
Beth Chan, Recording Secretary

PENINSULA TOWNSHIP

13235 Center Road, Traverse City MI 49686
Ph: 231.223.7322
Planning Commission Regular Meeting
November 21, 2022, 7:00 p.m.

1. **Call to Order: 7:00 p.m. by Shipman**

2. **Pledge**

3. **Roll Call:** Dloski, Couture, Hornberger, Shipman, Alexander, Hall, Shanafelt; Also present: Jenn Cram, Planner and Beth Chan, Recording Secretary

4. **Approve Agenda:**

Moved by Hornberger to approve agenda, seconded by Hall

approved by consensus

5. **Brief Citizen Comments (For Non-Agenda Items Only):** None

6. **Conflict of Interest:** None

7. **Consent Agenda**

a. Approval of Meeting Minutes:

a. Planning Commission Regular Meeting August 15, 2022

b. Approval of Meeting Minutes: Township Board and Planning Commission Joint Public Hearing October 11, 2022

Hornberger: correction to the August 15, 2022 Planning Commission Regular Meeting minutes, under number 11: Other Matters or Comments by Planning Commission Members; after discussion add: 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.

Moved by Dloski to approve consent agenda, as amended, seconded by Alexander

approved by consensus

8. **Reports and Updates**

a. New Application Received and Withdrawn for the Mapleton Inn (Cram)

Cram: The Mapleton Inn application for a new hotel in the C-1 zone district was on the October Planning Commission agenda. The application was incomplete and has been withdrawn. Currently working on a partial refund of the escrow; the planner, fire chief and engineer had begun review.

b. Zoning Ordinance Re-write and Existing Zoning Ordinance Comparison Study Group (Cram/Alexander)

Cram: the study group includes: Planner Cram, Alexander, Serocki, Peters, Heller and Deeren. Briefly reviewed the work history of the group. The township board has paused adoption of the

zoning ordinance rewrite because it had not gone through a proper public process and there were changes that had not been vetted. Previously, Attorney Meihn and his office reviewed the 1972 version and the zoning ordinance rewrite to see the changes made. It was discovered that some changes were left out. This group is working on comparing the existing zoning ordinance to the rewrite. A report will be presented when work is complete.

Hall: there were two phases to the zoning rewrite, the first was looking at the existing ordinance with the amendments/changes, before the changes, will there be a compilation?

Cram: no, because it happened over several years and the changes were not tracked; many items were reorganized.

Discussion of the document rewrite and how it will be posted

Dloski: asked about the status of the master plan

Cram: the master plan went out to the regional agencies for review in December 2021. Public comments were received. The master plan adoption has been paused due to a grant for a shoreline resiliency chapter. LIAA is working on this chapter and it will be completed by the end of December.

Dloski: is a traffic study included in the master plan?

Cram: this is not in the master plan, this has been brought to the township board's attention, and a corridor study will be included in the budget.

Discussion

Cram: discussed the progress of zoning ordinance amendments for farm processing, changes were discussed during a joint session and public hearing with the township board and the planning commission on October 11, 2022. Since then, the amendments have been discussed with Ryan Coffey Hoag and the township attorney. The township board discussed amendments again on November 1, 2022 where public comments were received. An updated red-lined version will be on the website very soon. The township board will discuss and potentially adopt this on December 13, 2022. The Michigan Zoning Enabling Act is being followed.

9. Business

a. Election of Officers

Shipman: agreed to continue in the chair position

Hall, Dloski and Hornberger agreed to keep their assigned offices for the next year

Cram: will Dloski continue as the planning commission representative to the zoning board of appeals?

Dloski: agreed to continue in that role

Moved by Dloski to keep the officers the same for the next year, seconded by Hornberger

Cram: confirmed that Dloski will be the ZBA representative from the planning commission for the next year

Dlosk: will continue that role

Shipman asked for a role call for approval of the slate for the planning commission positions for the next year **Roll Call:** **approved unanimously**

b. Special Use Permit (SUP) – Seven Hills Development #35, Amendment #2 – Introduction

Cram: the original SUP approval was May 11, 2021. Due to the increase to the on-site septic system, the building footprint was reduced. It was agreed that this is a minor

modification, all the uses stayed the same. The applicant was allowed to get a LUP and building permit. The applicant has asked for an increase in capacity from thirty-two to seventy, an outdoor area will be utilized for outdoor seating; other outdoor areas will be used for activities. Reviewed information included in the packet and reports from the fire chief, Gourdie-Fraser, and the Grand Traverse County Health Department. There is a need to look at septic system capacity and parking. The fire chief has reviewed and approved; the septic capacity was approved by the Grand Traverse County Health Department. The engineer is reviewing the information and will provide comments.

Shanfelt: clarified that the increase to seventy includes outdoor and indoor.

Hall: asked if the current zoning ordinance addresses outdoor amplified music.

Cram: the noise ordinance addresses this, there would be a condition of approval that they will meet this ordinance.

Shanafelt: asked how parking is calculated.

Cram: explains the parking calculations and the requirements for business establishments and the calculation process. Parking requirements are based on square footage for the use. Capacity is based on septic system and the fire and building codes.

Alexander: asked how the green space will be used.

Cram: they have given general locations at this point.

Alexander: are there only two ADA parking spaces?

Cram: two spaces meet the ADA requirements.

Dloski: asked for clarification on the site plan.

Discussion

Shipman: questioned the various uses: mixed use retail, hospitality, food and beverage, coffee shop, tasting room, food court, and restaurant. Curious how the calculations would be managed.

Cram: has asked applicant for a floorplan with specific dimensions for all uses for this reason.

Shipman: the original list included farmers market, art gallery and studio, rentals, onsite ice-skating and hiking.

Discussion of uses in the C-1 district and moving to public hearing

Moved by Dloski to hold a public hearing on the Seven Hills Development #35, Amendment #2, on December 19, 2022, seconded by Hall approved by consensus

Discussion of the public hearing process and public comment

c. By-laws Review

Cram: referred to the current July 2019 bylaws and the former 2014 bylaws in the packet. The 2019 bylaws are now posted to the website. The bylaws should be consistent across all of the township boards, commissions, and committees. May discuss amendments in the future. Discussed training and implementing an on-boarding process for incoming planning commission members.

Discussion of bylaws, submittal process for SUPs, the packet policy approved in the October 2022 township board meeting, public hearings, and placement of public comment for agenda and non-agenda items.

Dloski: asked about Section eight on page six, current bylaws, regarding members casting their vote to provide sufficient reason for their vote.

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Cram: decisions should be based on the zoning ordinance as covered in the format for the findings of fact and conditions.

Discussion

10. Public Comments: None

11. Other Matters or Comments by Planning Commission Members

Shipman: gave a brief summary of the study/working group: the Non-Motorized Pathway Committee

- Worked with M-DOT on signage, waiting for placement
- Cyclist safety
- Making easy trail connections, such as the library, school and church
- Mapleton Loop
- Looking at a more formal way to move projects
- Grant funding

Cram: this committee should come before the parks committee in the near future.

12. Adjournment:

Moved by Dloski to adjourn, seconded by Couture

approved by consensus

Adjournment@8:06 p.m.