

WEST TRAVERSE TOWNSHIP
REGULAR PLANNING COMMISSION
WEDNESDAY, DECEMBER 13, 2023

Chairperson Mooradian called the meeting to order at 7:00 p.m.

Roll Call: Wallin, Moore, Osetek, Green, Mooradian, Hollerith

Absent: Utinen

Visitors: Ken Lane, Amy Peters, Annie Mooradian, John Fergus-Jean, Donald Moloskey

The Pledge of Allegiance was recited by all.

Approve Agenda as presented or with additions: **Approved by consensus. All aye.**

Public Comments: John Fergus-Jean and Attorney Donald Moloskey discussed the driveway on Lake St. and whether or not it is a Private Access Way. Moloskey will call Lane in the morning to discuss the situation further.

Approval of Nov 8, 2023 Regular Meeting Minutes:

Mooradian mentioned last month's minutes and his request to strike the comment made to Lane regarding his statement about Lane speaking with storage unit owner. Mooradian wanted it noted that it was a verification. There was a general discussion of how detailed future minutes should be. **Green made a motion to approve the minutes subject to Mooradian's comment to the approval of the Oct 11, 2023 minutes be stricken from record. Osetek seconded. All aye.**

Unfinished Business- Mooradian commented on himself and Wallin retiring. The new members will be John Dohan and Hank Forster.

- a. Continued discussion – work list item – draft Zoning Ordinance text amendments.
 - i. Accessory dwelling units– Mooradian thinks that Lane did a great job and thanked him for his work on ADU's.
The board discusses adding ADU's (accessory dwelling units) to the zoning ordinance: size, aesthetics, square footage, and length of occupancy. Discussed only allowing one ADU no matter how large property is. Discussed mobile homes and definitions of a garage/pole barn(s) versus an ADU. Mooradian suggested defining Accessory Buildings versus Accessory Dwelling Units. Also discussed Side Wall height and if size should be limited. Discussion about Barndominium vs. Coach Houses. Osetek had

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questions regarding tents/shelters, manufactured homes vs. pre-manufactured ADU's. It was noted that RVs are titled as they are on wheels. A Manufactured Home requires an Affidavit of Attachment and if anchored to the ground changes from titled property to real property. Discussed the definition of Modular Homes. Discussed sewer/septic requirements for ADU's.

- ii. Private roads/access ways - The board discussed clarifying the Zoning Ordinance sections and definitions related to Private Roads and Access Ways. Lane noted he created a definition that states, "a driveway takes you to one property, anything more than that will be a private access way". Lane also stated that he tried to distinguish a private road from a private access way. Lane stated, "a private road is in a platted subdivision like a condo development/PUD. If it's not in there, it's a private access way". In regards to private access ways, it was noted that private access ways are constructed to ensure safe passage, minimal maintenance and emergency vehicles to enter and exit without reversing. Mooradian mentioned changing the title in the code regarding site condominiums. It should include all condominiums as there are different kinds of condominiums; storage, office condominiums, etc. Hollerith brought up overlay vs abutting. Discussion followed.

New Business- Discussed the upcoming PUD application for Harbor Point. The Attorney for Harbor Point submitted a PUD in early December. Lane and HP attorney agreed to schedule the Preliminary Plan review the February meeting. Lane will include the application in the January packet and give a training presentation to the PC to help prepare for the February meeting.

Other

- a. Zoning Administrator Report – Zoning Administrator report is in board member's packet. Brief discussion was held regarding Mark Keller and the upcoming court date.
- b. Township Board Representative Report – Green reported on the hiring committee for John Rigg's replacement and that should be finalized by January. The board discussed modifications to the employee manual regarding direct deposit and discussed the appointments to the Planning Commission. He informed the PC that the board gave the supervisor authorization to sign the amended Pond Hill Farm agreement and that they also approved a two year \$2k contribution to Harbor Springs Rural Housing Partnership. He discussed Annie Mooradian's Rec Committee plans for the hiking trails, walking and bike paths. Complimented on how well done it was and how the board decided to go ahead and fund the plan in the 2024 budget so the rec committee can go for grants sooner. Paul mentioned that both the Pond Hill Farm agreement and Outdoor Gathering Ordinance were amended by the board in a four to one vote. The amendment makes Pond Hill Farm exempt from the OGO.

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- c. Correspondence – Kyle Wheeler contacted Lane regarding putting small house/structures on property in WTT. Concerns were stated regarding short term rentals, trailer park etc. Mooradian noted that developments such as this will become more and more common and the board should be prepared.

Planning Commissioner Comments (open discussion) – Moore thanked Mooradian and Wallin for their time and efforts during their time on the board. Mooradian shared a comment for everyone. Mooradian read a quote, titled, “*Know your limit. The greatest limitation on authority for either planning commission or zba is that its decisions must be made solely on the basis of written standards contained in the zoning ordinance and not on the basis of personal considerations.*” **Mooradian made the motion to set the January 2024 meeting date and time. Moore seconded. All aye.**

Next Meeting: Planning Commission Regular Meeting, January 10, 2024 7:00 p.m.

Adjournment: **Wallin made the motion to adjourn at 8:24 p.m.**

Respectfully Submitted by:

Dawson Moore, Secretary

Transcribed by:
Amy Peters

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