

WEST TRAVERSE TOWNSHIP
REGULAR PLANNING COMMISSION
Wednesday April 10, 2024

Chair Moore called the meeting to order at 6:00 p.m.

Roll Call: Moore, Hollerith, Osetek, Forster, Murphy

Absent: Green, Dohan

Visitors: Stephanie Baker

The Pledge of Allegiance was recited by all.

Approve Agenda as presented or with additions: **5 ayes, 2 absent**

Public Comments: Stephanie Baker requests zoning change to allow chickens on South Lake Shore.

Approval of 2-14-24 Regular Meeting Minutes: Hollerith requested changing the motion from, *“made the motion to accept the minutes as presented”* to *“made the motion to accept the minutes as amended”*. Moore asked to remove *“addresses”* and *“overlay”* from the Harbor Point discussion. **5 ayes, 2 absent.**

Approval of 3-13-24 Regular Meeting Minutes: Moore expresses concern about approving minutes without proper discussion on legality of allowing planning commission to use the Harbor Point Associations existing environmental design standards as part of the PUD plan. Hollerith emphasizes the importance of including specific conditions in motions to ensure they are legally binding. Also discussed the need for detailed motions to avoid confusion and potential legal issues. Discussion on meeting minutes and recordings, with a focus on balance and accuracy. **Hollerith made the motion to revise the meeting mins. Forster seconded. 5 ayes, 2 absent.**

Unfinished Business

- a. Continued discussion -work list item- draft Zoning Ordinance text amendments:
 - i. ADU's: discussed square footage minimum and maximum. Decided minimum 400 sq ft, maximum 1000 sq ft or 75% whichever is less. Lane noted that PUD's take priority over zoning ordinances within an established PUD community. Discussion around updating language in a development plan to

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ensure consistency and accuracy. The use of ADU's was discussed as well as the belief that short term rentals cannot be prohibited.

- ii. Private roads/access ways - Discussion on clarifying definitions for private roadways/access ways.
- iii. Fences- language was explained for fences and walls, including height restrictions. Was suggested that a waiver could be used to allow for larger fences and gates in certain situations. Subsection E to be struck out of language.
- iv. Food Trucks – discussed current regulations and limitations along with parking requirements and permissions

New Business-

- a. 2024 Work list priority discussion –
 - i. Moore suggested a permit-based system for backyard chickens to address concerns and ensure review and regulation.
 - ii. Moore suggested continuing training for all commissioners.
 - iii. Osetek asked for a link to the Emmet County Costal Resiliency webpage for our website.
 - iv. Brief discussion on the Recreation Committees plans. Moore suggested a joint meeting with the Rec Committee and the Township Board to discuss recreation plans, updates on sidewalk and trail projects.

Other

- a. Zoning Administrator Report – Lane noted his report was included in the packet.
- b. Township Board Representative Report – no report
- c. Correspondence – none

Planning Commissioner Comments (open discussion) – Moore welcomed Ed Murphy to the Planning Commission.

Public Comment: none.

Next Meeting: Planning Commission Regular Meeting May 8, 2024 6:00 p.m.

Adjournment: **Moore made the motion to adjourn at 8:05 p.m. Hollerith seconded. 5 ayes, 2 absent.**

Respectfully Submitted by:
Jim Osetek, Secretary

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Transcribed by:
Amy Peters

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