

WEST TRAVERSE TOWNSHIP
REGULAR PLANNING COMMISSION
Wednesday October 9, 2024

Chairman Hollerith called the meeting to order at 6:01 p.m.

Roll Call: Green, Hollerith, Osetek, Forster, Dohan, Thompson, Murphy

Absent: none

Visitors: none

The Pledge of Allegiance was recited by all.

Approve Agenda as presented or with additions: **Green made the motion to approve the agenda with corrections. Forster seconded. 7 ayes.**

Public Comment - none

Approval of 9-11-24 Regular Meeting Minutes: Osetek noted on page 3 under Public Hearing a changed to made; “Both properties are under the same ownership and are in the *R1 District*”. It should state, “*are in the A1-A district*”. **Green made the motion to approve the minutes of September 11, 2024, as corrected. Roll Call vote: Green – yes, Thompson – yes, Hollerith – yes, Osetek – yes, Forster – yes, Dohan – yes, Murphy- yes. 7 ayes.**

Unfinished Business –

- a. Master Plan Review - Lane stated that the current Master Plan expires in 2025 noting that West Traverse Township’s Master Plan is ahead of schedule for updating. Lane gave an overview of the three options: option 1, leave as is, option 2, modifications, option 3, total rewrite. After discussion, the PC is leaning towards option 2: some modifications to the Master Plan. PC to also look at Chapter 6 & 7 for future discussions. Specific goals were noted: Natural Features category, focusing on one chapter at a time, and setting a timeline for these goals. Hollerith questioned obtaining public input and if the recreation plan should be included. Lane noted the Rec plan and Master Plan are similar. Lane gave an overview of the rec plan, noting it was last updated in 2010 and that the Recreation Committee will be meeting to finalize the final plan. Once completed, it will go before the Township Board, then, if approved by the board, there will be a thirty-day review with final adoption in January. Green passed on the Township Boards appreciation of the Rec Committees hard work to the PC and to ZA Lane.

New Business –

- a. Discussion - Michigan Township Association - sample compatible renewable energy ordinance (CREO). Lane gave an overview of Public Act 233 and its impact within the township. Lane stated that Public Act 233 applies to large scale solar energy, wind

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(turbines)energy, and battery facilities. Lane noted that the township is on par with the county and more restrictive in some areas than the Michigan Townships Association sample CREO. Items such as; height, Light/Shadow Flicker, etc. PC can revisit these items if the State's requirements change. Lane recommends no change. Hollerith questioned if, in some scenarios; wind and solar, if the township could or shouldn't be more restrictive. Lane stated that wind and solar already have provisions in place and to amend only if approached. Green gave an example of a project located in Eastern Lower Michigan. Dohan asked about battery storage facilities. Osetek noted the lack of property/areas not large enough for the larger projects CREO needs. Noted concerns of the State utilizing eminent domain in smaller townships within Michigan. Thompson noted that provisions are already in place for solar within the township and are identical to county and other larger townships. Forster and Thompson commented on single family solar panels versus ground mount panels or roof.

- b. Discussion - Zoning Ordinance Amendment – setbacks from roof overhang. Lane reviewed the previous ZBA mtg regarding setback and roof overhang discussion. Lane noted that the current zoning ordinance definition of setback is included in the packet. Lane stated that the set backs are currently measured from the farthest projection on a structure. Lane suggestion was to leave as is. Dohan questioned the difference from foundation setback versus overhang setback. Hollerith polled the board for their thoughts. All agreed to leave as is.
- c. Discussion – 2024 Priorities and Work List review - Planning Commissioners reviewed the following list and determined which items to keep or take off:
 - Hold Public Hearing on amendments relating to Fences and Food Trucks - no discussion needed. Remove from work list.
 - Review 2020 Master Plan – discussed- ongoing.
 - C-1 and I-1 District: consider zoning ordinance amendment to allow mixed-use residential – Hollerith asked opinions of board regarding mixed use, leave as is or add. Discussion about storage units and their uses; i.e. storage or living. Forster questioned enforcement if people were staying in the units. Hollerith mentioned concerns regarding traffic, noise, etc. Thompson questioned vigilance of properties or just act on complaints. All concurred to leave as is and remove from work list.
 - Consider Short Term-Rental Zoning Ordinance requirements – Board decided after discussion to leave issue of short-term rentals to individual HOA's and remove from work list.
 - Home Based Business Zoning Ordinance/consider expansion of Commercial Zoning Districts - Board discussed. Remove from work list.
 - Consider revisions to Zoning Ordinance relating to Accessory Dwelling Units and Private Access Roads – Board discussed. Remove from work list.
 - Consider Expansion of R-2 District to include higher density residential – Board decided to deal with issues on an as needed basis. Remove from work list.
 - Consider a Coastal Resiliency Waterfront Overlay District - Previous PC Board members were concerned it wasn't strict enough. Board agreed to leave "as is". Remove from work list.

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- Code of Conduct and member training – no discussion needed. Lane to keep commissioners aware of training and upcoming MTA classes. Remove from work list.
- Continued Zoning Ordinance Enforcement with Township ZA – Board discussed and wishes to keep it on the work list.
- Consider Periodic Work Session Meetings for 2024 Work list items - Board discussed and wishes to keep it on list.
- Planning Commissioners added the following to the work list:
 - Add in Master Plan Review
 - Meet occasionally with other Townships and City for collaboration.
 - Updated Member Training
- Recommended Actions by Township Board Related to Zoning
 - Establish annual joint meeting with Township Board, Planning Commission and Zoning Board of Appeals

Other:

- a. Zoning Administrator Report – Lane noted report in packet. Lane updated the PC about the Board approving the Harbor Point PUD contingent on the rezoning from R1-A to R2. Lane stated no new information about the Polo Field has been submitted.
- b. Township Board Representative Report – Green relayed the gratitude and appreciation expressed by the Township Board for the PC’s hard work on the various projects presented to them over the last few years. Green informed the PC of the Township Boards decision to postpone the Chicken amendment to allow subdivisions’ time to hold their HOA meetings. Green also informed the PC of the resignation of Alternate ZBA member Sara Smith and the board's appointment of Tom Cook as the ZBA member Alternate.
- c. Correspondence – none

Planning Commissioner Comments (open discussion) – Murphy thanked Hollerith and Forster for stepping up to fill the Chair and Vice Chair positions.

Public Comment – none

Next Meeting: Planning Commission Regular Meeting November 13, 2024, at 6:00 p.m.

Adjournment: **Dohan made the motion to adjourn at 7:20 p.m. Forster seconded. All ayes.**

Respectfully Submitted by:
Jim Osetek, Secretary

Transcribed by:
Amy Peters

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