West Traverse Township Planning Commission
November 11, 2026, 5:30 PM -- Meeting Agenda

I. Call to Order

II. Roll Call

III. Pledge of Allegiance

IV. Approval of Agenda

V. Public Comment

VI. Approval of October 14, 2026, Regular Meeting Minutes

VII. Unfinished Business:

a. **Case #06-2026**—Postponed decision--an application by North 45 Development Company, on behalf of property owner Michael Idorowitz, to amend the Birchwood Farms Planned Unit Development ("PUD") to allow for the construction of six single family duplex condominiums. The proposed PUD amendment pertains to changes to a condominium development previously approved in June, 2021. The property for the proposed project is more particularly described as 701 Greenway Drive, Harbor Springs, MI 49740, ID#24-16-12-33-426-001.

b. Discussion—data centers ordinance language

c. Discussion--battery energy storage systems ordinance language

VIII. New Business:

None.

IX. Other:

a. Zoning Administrator Report
b. Township Board Representative Report
c. Correspondence

X. Planning Commissioner Comments (open discussion)

XI. Public Comment

XII. Next Meeting: Planning Commission Regular Meeting, December 9, 2026, 5:30 PM

XIII. Adjournment

WEST TRAVERSE TOWNSHIP
REGULAR PLANNING COMMISSION
October 14, 2026

Chair Forster called the meeting to order at 5:30 p.m.

Roll Call: Hollerith, Remus, Forster, Dohan, Green, Osetek

Absent: Thompson

Visitors: Jim & Lauren Bernacki, Ed Murphy, Scott Sergent, Dianna Wessel, Mark Bueby, John Watson, Lindy Sobonya, Pat Verhelle, Ed Taylor

The Pledge of Allegiance was recited by all.

Approve Agenda as presented or with additions: Osetek motioned to approve the agenda as presented. Remus seconded. Six (6) ayes, one (1) absent.

Public Comment – none

Approval of September 9, 2026, Regular meeting minutes: Dohan suggested clarification regarding the comment of, "*allowing ZA Lane to approve any changes*", for the Storage Unit project on State Rd and replace it with, "*allowing ZA Lane to approve any changes within the original permit parameters and revised site plan*". **Dohn made the motion to approve the minutes of September 9, 2026, as presented with corrections. Osetek seconded. Six (6) ayes, one (1) absent.**

Unfinished Business:

a. Discussion – Data Centers – The Planning Commission reviewed a Data Center Template Ordinance, felt it was a good outline and will work to modify it for West Traverse Township. Lane asked the Commissioners to read through it and, if needed, adjust wording or any changes, if necessary, to discuss at the November meeting.

b. Discussion –Battery Energy Storage Systems – The Planning Commission agreed to use the same draft template for Battery Energy Storage Systems with Lane asking the Commissioners to, as with the Data Center template, consider the language and bring changes, if any, to the November meeting for discussion.

New Business:

a. Case #6-2026 – Forster introduced Case #6-2026, a Public Hearing to consider an application by North 45 Development Company, on behalf of property owner Michael Idorowitz, to amend the Birchwood Farms Planned Unit Development ("PUD") to allow for the construction of six single family duplex condominiums. The proposed amendment pertains to changes to a condominium development previously approved in June 2021. The property for the proposed project is more particularly described as

701 Greenway Drive, Harbor Springs, MI 49740, ID #24-16-33-426-001. Forster opened the public hearing at 5:35 p.m. Dohan questioned if Birchwood has approved of the project and should the case be delayed until Birchwood approves it. Lane noted that it is up to the Planning Commission and that the application has been submitted and the fee paid. Hollerith questioned the possibility of a Planning Commission Board member conflict to which Lane said there is none. Remus noted that the case is scheduled for approval in November. Lane recapped the project noting the Birchwood PUD had been approved 50 years ago, the project is under the density cap and that the applicants are new owners of the property. Lane stated that the architectural review has been completed by Birchwood, that a notice was posted in the Petoskey News Review on September 29, 2026, the Harbor Light on September 30, 2026, and letters were mailed to neighbors on September 28, 2026. Lane pointed out correspondences received from Mager and Thompson were included in the packet. Lane covered the Zoning Ordinances and the staff findings in the analysis memo. Section 727.9 Density requirements fulfilled. Section 727.5 Environmental, satisfied. Section 727.11, not satisfied, the floor plans need to be more specific. Section 506, deficient, landscaping, snow storage, drainage, etc. need to be addressed and that sewer is regulated by Birchwood. The applicant, Mark Bueby reported that the initial drawings were denied, they are awaiting Birchwood approval of the plans on October 26, 2026, and that the ownership of the properties was not yet finalized. Dohan asked when the ownership issue would be rectified. Forster noted a larger project "The Woods" was denied and that the renderings for the "The Ridges" were originally for "The Woods" project. Osetek asked how far into the process is the project with finalizing drawings, ownership and etc. Forster inquired if there was any public comment regarding the project. Ron Wessell addressed the builder, Mark Bueby, with the Chair's permission, asking questions regarding split of property, whether or not it would be a separate association, what the timeline for construction is, inquired about the septic system, the space between buildings, storm water drainage and etc. Jim Bernacki noted concerns over the effect of property values, felt the plans were different than originally provided, feels that expectations are not being fulfilled and is disappointed with the project. Pat Verhelle stated she was not aware of the project, noted concerns about John Watson, the builder, their use of inferior materials, various lawsuits, and bad reputation. John Watson spoke to the Board regarding the project, replied to Pat Verhelle's comments about his reputation, that the lawsuit claims are false and irrelevant with Mark Bueby echoing his statements. Forster asked for a motion to close the Public Hearing at 6:10 p.m. **Green made the motion to close the public hearing at 6:10 p.m. Osetek seconded. Six (6) ayes, one (1) absent.** The Planning Commission commented on needing more information regarding the plans, landscaping, County Department approvals, sewer capacity, elevations, etc. **Dohan made the following motion.** *"I, John Dohan, move to postpone a decision on Case #06-2026, a preliminary/final PUD plan to amend the Birchwood Farm PUD to facilitate the construction of "The Ridge Condominiums" until November 11, 2026, because the following additional information is needed.*

- *Written approval from the Birchwood Farms Golf & Country Club Association Board confirming its acceptance of the proposed PUD amendment and addressing how sanitary sewer facilities will be provided to the proposed*

development.
• A revised site plan that includes a drainage plan and stormwater retention calculations consistent with Article 7 of the West Traverse Township Zoning Ordinance.
• A revised site plan that includes screening, buffering, and landscaping information consistent with Article 7 of the West Traverse Township Zoning Ordinance.
• Final building plans and elevation drawings for the proposed duplexes.
• A revised site plan that depicts adequate snow storage areas.
• Written approvals of the proposed development from the Harbor Springs Area Fire Department and the Emmet County Road Commission." **Hollerith seconded. Six (6) ayes, one (1) absent.**

Other:

a. Zoning Administrator Report – provided in packet. Hollerith had questions regarding blight violations for two properties on Lake Rd and the number of chicken registrations received. Lane noted that letters of violation were mailed to the owners of the properties.
b. Township Board Representative – Green informed the Planning Commission about the previous nights Board meeting where a 1% Administration Tax was reinstated by a vote of 4-1, him being the no vote, he also reported on the estimates to repair Lower Shore Dr., a contract for a new cell tower on Hughston Rd., that the Board gave its approval for the cell tower pending Planning Commission and legal counsel review.
c. Correspondence – Lane noted correspondence received from Molly Thompson and George Mager regarding the proposed Birchwood Condominium project.

Planning Commissioner Comments (open discussion) – none

Public Comments – none

Next Meeting: Planning Commission next regular meeting will be held November 11, 2026, at 5:30 p.m.

Adjournment: Forster asked for a motion to adjourn at 6:26 p.m. **Dohan made a motion to adjourn. Olson seconded. Six (6) ayes, one (1) absent.**

Respectfully Submitted by:
Jim Osetek, Secretary

Transcribed by:
Amy Peters

Proposed: 10-14-26
Approved:

DRAFT

Date: 11.05.2026

From: Ken Lane—Planning & Zoning Administrator

To: West Traverse Township Planning Commission

Project: Case #6-2026

BACKGROUND

On September 1, 2026, an application to amend the Birchwood Farms Golf & Country Club PUD was submitted to allow for the construction of 6 single family duplex condominiums. On October 14, 2026, the Planning Commission held a public hearing on the PUD amendment request. After its deliberations, the Planning Commission postponed a decision and requested additional information from the applicants.

To date, the applicants have not submitted any additional information. Additionally, it is my understanding that the Birchwood Farms Golf & Country Club Board of Trustees has postponed its decision on the PUD amendment. Approval by the Birchwood Board of Trustees is a condition of the Planning Commission's postponed decision.

To ensure that proper procedures are being adhered to, the Planning Commission should further postpone a decision, or deny the amendment request

SAMPLE MOTIONS

Further Postpone:

I move to further **postpone** until _____ a decision on Case #06-2026, a preliminary/final PUD plan to amend the Birchwood Farm PUD to facilitate the construction of "The Ridge Condominiums," until: _____, 2026, because: _____.

Deny:

After holding a public hearing on October 14, 2026, and based on the deliberations of the Planning Commission, and the analysis contained in the corresponding memo provided by the Township Planning & Zoning Administrator, I move to recommend **denial of Case #06-2026** to the Township Board of Trustees, a preliminary/final PUD plan to amend the Birchwood Farm PUD to facilitate the construction of "The Ridge Condominiums," because the applicable standards of the West Traverse Township Zoning Ordinance have not been met for the reasons provided in the Planning Commissions meeting minutes from October 14, 2026, the Planning Commissions Record of Decision from October 14, 2026, and the October 7, 2026, memo from the Township Planning & Zoning Administrator.

WEST TRAVERSE TOWNSHIP
PLANNING COMMISSION

8001 M-119
HARBOR SPRINGS, MI 49740
(231) 526-7361

DECISION OF THE WEST TRAVERSE TOWNSHIP PLANNING COMMISSION

Meeting Date: 10/14/26

Parcel#: 24-16-12-33-426-001
Applicant: North 45 Development Company
Owner: Michael Idorowitz
Address: 701 Greenway Drive
Purpose of Request: Site Plan review and Planned Unit Development ("PUD") amendment request

On October 14, 2026, after a public hearing, the Planning Commission considered a site plan review and PUD amendment request to amend the Birchwood Farms Golf & Country Club PUD to facilitate the construction of six single family duplex condominiums. Based upon the Planning Commissions deliberations, **Commissioner Dohan made the following motion**:

> **I move to postpone a decision on Case #06-2026, a preliminary/final PUD plan to amend the Birchwood Farms PUD to facilitate the construction of "The Ridge Condominiums," until November 11, 2026, because the following additional information is needed:**
>
> - **Written approval from the Birchwood Farms Golf & Country Club Association Board confirming its acceptance of the proposed PUD amendment and addressing how sanitary sewer facilities will be provided to the proposed development.**
> - **A revised site plan that includes a drainage plan and stormwater retention calculations consistent with Article 7 of the West Traverse Township Zoning Ordinance.**
> - **A revised site plan that includes screening, buffering, and landscaping information consistent with Article 7 of the West Traverse Township Zoning Ordinance.**
> - **Final building plans and elevation drawings for the proposed duplexes.**
> - **A revised site plan that depicts adequate snow storage areas.**
> - **Written approval of the proposed development from the Harbor Springs Area Fire Department.**

The motion was seconded by Commissioner Hollerith.

YEAS: Dohan, Hollerith, Remus, Green, Osetek, Forster

NAYS: None

ABSTAIN: None

ABSENT: Thompson

MOTION TO POSTPONE A DECISION ADOPTED

As the Planning & Zoning Administrator for West Traverse Township, I certify this is a complete copy of a motion adopted at a meeting of the West Township Planning Commission held on October 14, 2026.

/s/Ken Lane
Planning & Zoning Administrator
West Traverse Township

Date: October 15, 2026

B R ⓘ
Beckett&Raeder
Landscape Architecture
Planning, Engineering &
Environmental Services

Date: 10.07.26

From: Ken Lane, Township Planning & Zoning Administrator

To: West Traverse Township Planning Commission

Project: Birchwood Farms Golf & Country Club—Planned Unit Development ("PUD")--amendment

Case #: Case #06-2026

Request: PUD amendment request

Applicant: North 45 Development Company
30600 Northwestern Highway
Farmington Hills, MI 48834
(248) 538-1389

Owner: Micheal Idorowitz
30600 Northwestern Highway
Farmington Hills, MI 48834
(248) 538-1389

FACTS

Subject Property Location	
Address	Parcel Number
701 Greenway Drive	#24-16-12-33-426-001

Development Proposal
Proposed Use
An application to amend the Birchwood Farms PUD to allow for the construction of "The Ridge Condominiums," to include 6 single family duplex condominiums. In June 2021, a PUD plan was approved for the subject property that included 7 residential structures with 20 total units: 6 triplexes and one duplex. To date, only two triplexes and one duplex have been constructed from the originally approved plan.

The applicants propose to modify the 2021 approved development and construct 6 duplex condominiums with a total of 12 residential units. Total density for the subject property will stay the same at 20 units. A preapplication conference was held with the Zoning Administrator on September 3, 2026, in compliance with Section 727.9.

It is important to note that the proposed modification might be eligible for administrative approval as a minor amendment to the original approved plan under Section 727.18 (i.e., reduction of the size of any building; changes in floor plans that do not exceed five percent (5%) of the total floor area and which do not alter the character of the use or increase the amount of required parking). However, administrative approval is discretionary under the Zoning Ordinance, and given that the original plan was approved in 2021 and uncompleted (approved PUD plans expire after one year unless substantially completed—see, Section 727.19), and the residential structures are being changed from triplexes to duplexes, the Zoning Administrator determined that the Planning Commission should review this proposed PUD amendment. In accordance with Section 727.11, the Planning Commission may permit both a preliminary and final PUD plan review to occur at the same meeting for simple, single use PUDs. In staff's opinion, this PUD **amendment** request may be eligible for a combined preliminary and final plan review at the same meeting.

Existing Conditions of Subject Property	
Zoning	Area
A-1	7.63 acres (total project area) 5.19 acres (proposed parcel B2)
Site Conditions	
Residential planned unit development with corresponding golf course and country club facilities.	

Adjacent Zoning & Land Uses		
Location	Zoning	Land Use
North	A-1	Residential
East	A-1	Residential/golf course
South	A-1	Residential
West	A-1 A-1-A	Vacant/golf course

Master Plan Land Use Designation
Future Land Use Category –Planned Unit Development
The Planned Unit Development (PUD) future land use category is intended to accommodate the existing planned Unit Developments (PUD), such as the Harbor Point Community, Birchwood Farms and Windward developments, which incorporate small lot residential, open space, and some recreational facilities. Due to the unique nature of this type of development, PUDs are designed to provide a more desirable living environment by retaining the rural and natural character of the township through the preservation of open spaces, woodlands, streams, ponds, water frontage, hills, and similar natural assets. The PUD type of development encourages a unified and potentially more desirable development of large areas of land based on an overall plan which provides a balance between physical improvements, community needs and site amenities such as scenic views, open space, recreation areas, and environmentally sensitive areas. The density of the PUD future land use areas varies and is based on the underlying zoning, since such developments are accommodated in a number of zoning districts. The location, size and specific details of any new PUDs will be determined on a project by project basis with the initial project proposed by the property owner. Therefore, the only areas designated as PUD on the Future Land Use Map are those which have been developed as such and are expected to continue.
(Source: West Traverse Township Master Plan 2026-2031 Pg.60)

SUBMITTED APPLICATION MATERIALS

Drawings	
Title	Date
Site Survey Site Plan	09.17.26 09.17.26
Revised Site Survey	--

Additional Documentation	
Document	Date
Site Plan Review Application & Checklist	09.01.26
Permit Fee	Paid

ZONING ORDINANCE REVIEW

§727.1 PUD Authorization	
Item	**Staff Finding**
A PUD is authorized in the A-1 Zoning District through the approval of a Special Land Use. The procedure for a PUD amendment is provided in Section 727.18 of the Zoning Ordinance.	**Satisfied.**

§727.3 General Provisions		
Item	**Sec. 727.3 B**	**Staff Finding**
Density	Residential density shall not exceed the maximum for the zoning district in which it is located. In the A-1 District, the maximum density is one dwelling per two (2) acres.	**Satisfied.** Birchwood PUD Density Summary: Total approved residential units: **917** Total single-family units: 712* Total multi-family units: 128 (5 condo developments) **Proposed development: 12 (20)** New total (if amendment is approved): 860

§727.4 Permitted Uses and Structures		
Item	**Sec. 306.2**	**Staff Finding**
Uses and structures may include all uses and structures allowed by right or special land use within the A-1 District.	Two-family dwellings/duplexes are permitted by right in the A-1 District.	**Satisfied.**

§727.5 Height		
Item	**Sec. 727.5 C**	**Staff Finding**
Structure Height	35 ft.	**Satisfied.** As depicted on submitted elevation plans.

§727.5 Area Regulations		
Item	Sec. 727.5	Staff Finding
Perimeter Setbacks	The setback maintained along the perimeter of the PUD shall be at least a fifty (50) foot buffer strip.	**Satisfied.** The proposed development complies with the perimeter setback requirements of the Birchwood Farms PUD.
Open Space	A PUD project shall have open space of no less than thirty (30) percent of the entire project area. This required open space shall be dedicated to the public or set aside for the common use of the owners and users within the PUD.	**Satisfied.** The proposed development will not cause the Birchwood Farms PUD to exceed 30% open space.
Other Dimensional Regulations	The Planning Commission may alter the dimensional regulations required by the zoning district, including, but not limited to minimum lot size, density and setbacks within the PUD project. The proposed dimensional regulations will not be detrimental to the public health, safety or welfare of future occupants of the PUD, the surrounding neighborhood or the Township as a whole.	Within the Birchwood Farms PUD, setbacks are established as follows: Front yard: 40' Side Yard: 15' Rear Yard: 40' **Satisfied.** As provided on the submitted site plan.

Parking	In no case shall detached single family dwellings have less than two (2) on site (off street) parking spaces.	**Satisfied.** Each proposed unit will have an attached garage and driveway. This standard appears to be satisfied.

§727.6 Environmental Design Requirements		
Item	**Sec. 727.6**	**Staff Finding**
Environmental Design	The Planning Commission may require that the site be designed to preserve and protect, to the greatest extent feasible, existing natural or unique features such as, but not limited to, mature trees, significant vegetation, waterways, steep slopes or scenic views. The Planning Commission may also require additional plantings to be added and maintained in order to minimize erosion potential or to increase aesthetic appearance of the development.	This standard can be reviewed by the Planning Commission. Given that the Birchwood Farms PUD is an existing community, this standard appears to be satisfied. Landscaping and screening should be discussed with the applicant.

§727.7, 727.8 Traffic Circulation, Private Streets		
Item		Staff Finding
Internal circulation patterns.		This standard can be reviewed by the Planning Commission during site plan review. Given that the Birchwood Farms PUD is an existing community, this standard appears to be satisfied.

§727.11 Final PUD Plan	
Item	Staff Finding
B. A narrative statement describing, at a minimum: 1. The objectives of the proposed PUD and how they relate to the intent of a PUD as described in §727:2 above. 2. The relationship of the proposed PUD to the Township's Master Plan. 3. Phases of development, if any, and the approximate time frame for the start and completion of construction of each phase. 4. Proposed master deed, deed restrictions, covenants or similar legal instruments to be used within the PUD. 5. Location, type and size of areas to be dedicated for common open space. 6. Tabulation of land area ratios	**Appears to be Satisfied.** The documentation submitted for the proposed PUD amendment seems sufficient to meet this standard.
C 1. Applicant's name, address and telephone and/or fax numbers.	**Satisfied.** See PUD documents.
C 2. Name, address, telephone and fax numbers of the individual and firm who prepared the plan.	**Satisfied.** See PUD documents.
C 3. Name of development, scale of the plan drawing and north arrow.	**Satisfied.**
C 4. Location, shape, area and dimension of the lot, lots or acreage to be used, including a legal description of the property and the tax identification number(s) for the property.	**Satisfied.** See PUD documents.

C 5. Present zoning of the subject property and adjacent properties.	**Satisfied.**
C 6. All public and private right-of-ways and easement lines located on and adjacent to the subject property which are proposed to be continued, created, relocated or abandoned, including the proposed use(s) and width(s) of all right-of-ways and easements.	**Satisfied, to extent applicable.**
C 7. Location and total number of curb cuts, driveways, off street parking spaces and loading spaces, including the dimensions of a typical parking space and the location(s) of barrier free parking spaces.	**Satisfied, to extent applicable.**
C 8. Proposed exterior building dimensions, both horizontal and vertical, gross floor area, number of floors and proposed uses.	**Satisfied.** As depicted on submitted elevation plans.
C 9. Location, dimensions and uses of all existing and proposed structures, walks, malls, open areas, walls, fences, screen plantings and/or other landscaping.	**Satisfied, to extent applicable.**
C 10. Existing and proposed sewer, water and other utility lines, plus location and type of sewage treatment facility, water source and fire hydrants.	**Satisfied, to extent applicable.**
C 11. Area of subject property to be covered by buildings.	**Satisfied.**
C 12. Location, size, height and orientation of all signs.	**N/A**
C 13. Final plans for surface water drainage, including surface and subsurface facilities.	The Planning Commission should discuss this standard with the applicant.
C 14. Percentage of the total site devoted to open space and the proposed uses of that open space.	**Satisfied.**
C 15. Proposed PUDs that include residential uses shall include the following additional information: a. Minimum floor area of dwelling units. b. Total number of dwelling units proposed. c. Number of bedrooms per dwelling unit.	**Satisfied, to extent applicable.**
D. Final landscape plans.	The Planning Commission should discuss this standard with the applicant.
E. Final building plans.	Floor plans have been submitted. The Planning Commission should discuss this standard with the applicant.
F. Final sign plans.	**N/A.**
G. All common open space areas, greenbelts, transition areas and setback areas shall be documented on the plan, and no use of these areas	**Satisfied.**

other than those identified on the plan shall be permitted without a formal revision of the plan.	
H. All designated and required open space shall be under legal procedure which shall grant a covenant or deeded interest therein so that it shall be assured of remaining undeveloped.	**Satisfied, to extent applicable for an amendment to the PUD.**
I. The PUD's ownership, management and construction shall have been determined and documented and, where phased, a plan to demonstrate development continuity shall be presented.	**N/A.**
J. All arrangements for design, construction, maintenance and operation of utility, septic or waste treatment systems, soil erosion and storm water control shall be presented.	**N/A.**
K. On site circulation routes for vehicles, pedestrians, parking lots, bicycles and the like shall be included as specific elements of the plan as well as the ingress and egress points from bordering public/private roads.	**Satisfied, to extent applicable.**
L. Any existing or proposed deed restrictions, easements, agreements, condominium documents, Articles of Incorporation or covenants pertinent to the project property shall be presented. Actual final filing of the documents need not occur until after final site plan review, but before a zoning permit is issued.	**Satisfied, to extent applicable.**
M. Site plans and applicable engineering drawings shall be sealed by a professional engineer, surveyor, architect or landscape architect.	**Satisfied, to extent applicable.**

Where it is determined by the Planning Commission that certain requirements of Section 504.1 are not necessary to the review and understanding of a site and development proposal, the Planning Commission may waive the requirement. Any such waiver shall be recorded in the Commission's minutes.

§ 504.1 Graphic Requirements for Site Plans	
Item	**Staff Finding**
b. Sealed drawings.	**Partially satisfied.** Conceptual site plan submitted for PUD amendment.
c. Legal description and zoning.	**Satisfied.**
d. Scale: 1" equals 50', general location map.	**Partially satisfied.**

e. Identification information.	**Partially Satisfied.** Conceptual site plan submitted for PUD amendment.
f. Structures, Access, Storage & Parking Areas.	**Satisfied.**
g. Easements.	**Satisfied.**
h. Topography and natural features.	**Partially satisfied.**
i. Landscaping.	**Partially satisfied.** Existing vegetation is depicted on the submitted survey.
j. Miscellaneous information.	To the extent necessary to consider a PUD amendment, it appears the submitted plans meet the requirements of Sec. 504.1.
k. Soils.	**Not satisfied.**
l. Soil Erosion and Sediment Control.	**Not satisfied.**

§ 504.2 Site Plan Impact Statement---FINAL PUD (*see*, Sec. 727.11 (B 7)).	
Item	**Staff Finding**
a. A complete description of the proposed development including site land use characteristics, the number of lots or units and the number and characteristics of the population impact such as density, elderly persons, school children, tourists, family size and income as applicable.	Information provided by applicant.
b. Expected demands on community services and how these services are to be provided, to specifically include school classroom needs, volume of sewage for treatment, volume of water consumption related to ground water reserves or community system capacity, change in traffic volume on adjacent streets and other factors that may apply to the particular development.	Information provided by applicant.
c. Statements relative to the impact of the proposed development on soil erosion, shoreline protection, wildlife habitat, air pollution, water pollution (ground and surface), noise and the scale of development in terms of the surrounding environment.	Information provided by applicant.

§ 506 Site Plan Review Standards	
Item	Staff Finding
a. The location and design of driveways and entrance features with respect to vehicular and pedestrian traffic.	**Satisfied.**
b. Vehicular and Pedestrian Circulation. Safe, convenient, uncontested and well-defined vehicular and pedestrian circulation shall be provided for ingress/egress points and within the site. Streets and drives which are part of an existing or planned street pattern which serves the project area shall be capable of safely and effectively accommodating the traffic volume and pattern proposed by the project.	**Satisfied.**
c. Buffering techniques such as screening, fences, walls, greenbelts and landscaping may be required by the Planning Commission in pursuance of the objectives of this Section and/or as a condition of the establishment of the proposed use.	The Planning Commission may want to discuss this standard with the applicant.
d. Methods proposed to prevent property damage in critical environmental areas.	**N/A**
e. Public Welfare and Adjoining Properties. The uses proposed will not adversely affect the public health, safety or welfare. Uses and structures located on the site shall take into account the size of the property, uses on the adjoining property and the relationship and size of buildings to the site. The site shall be developed so as not to impede the development or improvement of surrounding property for uses permitted in this Ordinance nor to diminish the value thereof and will be harmonious in use, appearance and layout with uses in the immediate area.	**Satisfied.** Given that the Birchwood PUD is an existing community, this standard appears to be satisfied.
f. Light, Air and Access. The location, size and height of the structures, walls and fences shall be such that there is adequate open space so as to provide light, air and access to the persons occupying the structures and that there will be no interference with adequate light, air and access to adjacent lands.	**Satisfied.** Given that the Birchwood PUD is an existing community, this standard appears to be satisfied.

g. Topography and Natural Landscape. All elements of the site plan shall be designed so that there is a limited amount of change in the overall natural contours of the site and shall minimize reshaping in favor of elements that respect existing features of the site in relation to topography. Insofar as practical, tree and soil removal and topographic modifications shall be minimized which results in smooth natural appearing slopes as opposed to abrupt changes in grade between the project and adjacent areas.	**Satisfied.**
h. Drainage. Appropriate measures shall be taken to ensure that removal of surface waters will not adversely affect neighboring properties. Provisions shall be made to accommodate stormwater and to prevent erosion and the formation of dust. The use of detention/retention ponds may be required. Surface water on all paved areas shall be collected at intervals so that it will not obstruct the flow of vehicular or pedestrian traffic or create puddles in paved areas.	The Planning Commission may want to discuss this standard with the applicant.
i. Emergency Vehicle Access/Fire and Safety. All buildings or groups of buildings shall be so arranged as to permit emergency vehicle access by some practical means. The vehicular transportation system shall provide for circulation throughout the site and for efficient ingress and egress to all parts of the site by fire and safety equipment.	**Satisfied.**
j. Snow Storage. Proper snow storage areas shall be provided so to not adversely affect neighboring properties, vehicular and pedestrian clear vision and parking area capacity.	The Planning Commission may want to discuss this standard with the applicant.
k. Compliance with Other Statutes and Regulations. Site plans shall conform to all applicable requirements of State and Federal statutes, and approval may be conditioned on the applicant receiving necessary State and Federal permits before the actual zoning permit is granted.	The Planning Commission should determine whether the Birchwood Association Board has approved the proposed PUD amendment.

§ 604 Special Land Use Review Standards	
Item	Staff Finding
a. Compatibility with Adjacent Uses. 1. The proposed Special Land Use shall be of such location, size and character that it will be in harmony with the appropriate and orderly development of the surrounding neighborhood and/or vicinity and applicable regulations of the Zoning District in which it is to be located.	**Satisfied.** The proposed development is consistent with existing residential development in the surrounding area. The proposed development complies with Zoning District regulations.
2. The proposed use shall be designed as to the location, size, intensity, site layout and periods of operation of any such proposed use to eliminate any possible nuisance emanating there from which might be noxious to the occupants of any other nearby permitted uses, whether by reason of dust, noise, fumes, vibration, smoke or lights.	**Satisfied.** The proposed development is consistent with existing residential development in the surrounding area.
3. The proposed use shall relate harmoniously with the physical and economic aspects of adjacent land uses as regards prevailing shopping habits, convenience of access by prospective patrons, continuity of development and need for particular services and facilities in specific areas of the Township.	**Satisfied.** The proposed development should relate harmoniously with existing residential development and the golf course. Existing fairways should serve as a buffer for this development.
4. The proposed use shall be such that the proposed location and height of buildings or structures and location, nature and height of walls, fences and landscaping will not interfere with or discourage the appropriate development and use of adjacent land and buildings or unreasonably affect their value.	**Satisfied.** Proposed building locations should not affect the development of adjacent lands and their value. The proposed duplexes are consistent with existing residential development.
5. The proposed use shall not cause substantial injury to the value of other property in the neighborhood in which it is to be located and will not be detrimental to existing and/or other permitted land uses in the zoning district.	**Satisfied.** The proposed duplexes are consistent with existing residential development.
b. Vehicular and Pedestrian Circulation. The proposed use shall be of a nature that will make vehicular and pedestrian traffic no more hazardous than is normal for the district involved, taking into consideration vehicular turning movements in relation	The Planning Commission should discuss this standard with the applicant. Access to the proposed development will be off Greenway and Fairway Drives.

to routes of traffic flow, proximity and relationship to intersections, adequacy of sight distances, location and access of off street parking and provisions for pedestrian traffic, with particular attention to minimizing child vehicle interfacing.	Each duplex will have its own driveway, and attached garage.
c. Public Effects. 1. The proposed use is necessary for the public convenience at the proposed location. 2. The proposed use is so designated, located, planned and to be operated that the public health, safety and welfare will be protected. 3. The proposed Special Land Use is adequately served by and will not place demands in excess of current capacity on fire, police or other public resources.	The proposed development should relate harmoniously with existing residential development and the golf course. Existing fairways should serve as a buffer for this development. The size of the proposed development should not place excess demand on public resources.

§727.14 Standards for FINAL PUD Approval and Waiver of Standards	
Item	Staff Finding
1. The Planned Unit Development shall be consistent with the Township Master Plan.	**Satisfied.** The proposed areas are designated as PUD under the Master Plan.
2. The Planned Unit Development shall be designed, constructed, operated and maintained in a manner harmonious with the character of adjacent property and the surrounding area.	The Planning Commission may want to discuss this standard with the applicant. The proposed development should relate harmoniously with existing residential development and the golf course. Existing fairways should serve as a buffer for this development.
3. Landscaping shall ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property and will be consistent with outdoor pedestrian movement	The Planning Commission should discuss this standard with the applicant.
4. Vegetation proposed by the developer or required by the Planning Commission shall be maintained in a healthy living condition and such vegetation, if dead, shall be replaced.	The Planning Commission should discuss this standard with the applicant.

5. The Planned Unit Development shall not change the essential character of the surrounding area, unless such change is consistent with the Township Master Plan.	**Satisfied.**
6. The Planned Unit Development shall not be hazardous to adjacent property, or involve uses, activities, materials or equipment which will be detrimental to the health, safety or welfare of persons or property through the excessive production of traffic, noise, smoke, fumes, ground vibration, water runoff odors, light, glare or other nuisance	**Satisfied.** The proposed development is consistent with existing residential development in the surrounding area.
7. The Planned Unit Development shall not place demands on public services and facilities in excess of current capacity, unless planned improvements which will increase the capacity sufficient to service the development have already been scheduled for completion.	The applicant has provided information in relation to this standard.
8. The Planned Unit Development shall be designed to preserve public vistas and existing important natural, historical and architectural features of significance within the development.	**Satisfied.**
9. The Planned Unit Development shall be designed so that its pedestrian, non-motorized and automobile circulation systems are safely and conveniently integrated with those of abutting property and any linear trail or park systems intersecting or abutting such development.	**Satisfied.**
10. The Planned Unit Development shall provide that vehicular and pedestrian traffic within the site shall be safe and convenient and that parking layout will not adversely interfere with the flow of traffic within the site or to and from the adjacent streets. Safe and adequate access for emergency vehicles to or within the development and adequate space for turning around at street ends shall be provide	**Satisfied.**
11. The Planned Unit Development shall not result in greater storm water runoff to adjacent property after development than before development for up to a 50 year storm. The open space shall be provided with ground cover suitable to control erosion and vegetation that no longer provides erosion control shall be replaced.	The Planning Commission should discuss this standard with the applicant.

12. The design of the Planned Unit Development shall exhibit a reasonably harmonious relationship between the locations of buildings on the site relative to buildings on lands in the surrounding area; and there shall be a reasonable architectural and functional compatibility between all structures on the site and structures within the surrounding area. It is not intended that contrasts in architectural design and use of facade materials is to be discouraged, but care shall be taken so that any such contrasts will not be so out of character with existing building designs and façade materials so as to create an adverse effect on the stability and value of the surrounding area.	The proposed development should relate harmoniously with existing residential development and the golf course. Existing fairways should serve as a buffer for this development.
13. The design of the Planned Unit Development shall ensure that outdoor storage of garbage and refuse is contained, screened from view and located so as not to be a nuisance to the subject property or neighboring properties.	**N/A**
14. The Planned Unit Development shall be designed such that phases of development are in a logical sequence, so that any one phase will not depend upon a subsequent phase for adequate access, public utility services and drainage or erosion control.	**Satisfied.**
15. A copy of the development plan, along with a copy of all related documentation, shall be delivered to the Fire Chief for review as relates to Public Safety and Fire related issues.	Any approval by the Planning Commission can be conditioned on this standard.
16. The Planned Unit Development shall meet the standards of other governmental agencies, where applicable	The Planning Commission should discuss this standard with the applicant.

WAIVER STANDARDS

The Planning Commission may grant a deviation from any of the Final PUD standards listed above upon the following findings:

1. No good public purpose shall be achieved by requiring conformance with the standards sought by the applicant to be waived.
2. The spirit and intent of the PUD provisions will still be achieved.
3. No nuisance will be created.

REPORT SUMMARY

The applicant, North 45 Development Company, is requesting approval of a preliminary/final PUD plan to amend the Birchwood Farms PUD to facilitate the construction of a 12 unit condo development.

DRAFT MOTIONS FOR CONSIDERATION

To recommend **approval of Case #06-2026** to the Township Board of Trustees, a combined preliminary/final PUD plan to amend the Birchwood Farms PUD to facilitate the construction of "The Ridge Condominiums," consisting of 6 multi-unit (duplex) residential condominium buildings, as described and depicted in the submitted application, the submitted survey dated 09.17.26, and the submitted conceptual site plan dated 09.17.26, because the applicable standards of the West Traverse Township Zoning Ordinance have been met, conditioned on the parcel division proposed in the application materials being approved by the Township and other applicable entities. The applicant is directed to submit a final site plan for the proposed project for review by the Planning Commission at a subsequent available meeting (*other conditions may be inserted here).*

To recommend **denial of Case #06-2026** to the Township Board of Trustees, a preliminary/final PUD plan to amend the Birchwood Farm PUD to facilitate the construction of "The Ridge Condominiums," because the applicable standards of the West Traverse Township Zoning Ordinance have not been met as follows: _____.

To **postpone** until _____ a decision on Case #06-2026, a preliminary/final PUD plan to amend the Birchwood Farm PUD to facilitate the construction of "The Ridge Condominiums," until: _____, 2026, because: _____.

SAMPLE DATA CENTER ORDINANCE VERSION 1.0

Note: This is a sample ordinance to regulate the development and operation of data centers within a township. These provisions may not suit the unique aspects of your township or may regulate too much or too little for your area. **Adopting this ordinance without considering changes to fit your community is strongly discouraged and may have negative legal consequences. Please consult with your township attorney.** Additionally, new information continues to come out often, so please check back periodically to see if there are newer versions or this sample.

TOWNSHIP OF_____

ORDINANCE NO. _____

ADOPTED: _____

EFFECTIVE: EIGHTDAYS AFTER PUBLICATION AFTER ADOPTION

An Ordinance to amend the Township Zoning Ordinance to authorize Data Centers; to provide regulations and standards for Data Centers; to repeal all ordinances or parts of ordinances in conflict herewith, and to provide an effective date.

TOWNSHIP OF _____

SECTION I: DEFINITIONS ADDED TO SECTION

The following definitions shall be added to Section of the Township Zoning Ordinance, and shall be inserted into said Zoning Ordinance so that all definitions are in alphabetical order:

Cooling System: Any System, equipment, or apparatus used to regulate temperature and/or humidity within a Data Center, including but not limited to air conditioning units, cooling towers, and liquid cooling Systems.

Data Center: A facility or operation consisting of computer systems and associated equipment designed, constructed, and operated for the primary purpose of intake, processing, storage, and/or distribution of computer data and electronic information. Associated equipment shall include all buildings, structures, and components used in the operation Of the Data Center, including but not limited to servers, routers, switches, storage devices, cooling systems, backup power systems, electrical distribution systems, and telecommunications equipment.

Sensitive Land Uses: A land use that includes educational facilities (Pre-K through 12), college dormitories, commercial child care facilities, hospitals, long term care facilities,

nursing homes, retirement homes, campgrounds, parks (excluding linear trails), and dwellings.

SECTION II: DATA CENTERS

I. PURPOSE

The purpose of this Section is to establish minimum requirements and regulations for the construction, location, operation, and decommissioning of data centers. This Section is designed to ensure that data centers are constructed and operated in a manner compatible with nearby uses of land, the natural environment, and the capacities of public services and facilities. It is also designed to mitigate nuisance impacts and to avoid adverse impacts on important areas such as farmland, Sensitive Land Uses, or valuable natural resources.

II. GENERAL STANDARDS

The following requirements shall apply to all Data Centers in addition to the other generally applicable standards found in the Zoning Ordinance and to the extent of a conflict this Section shall apply:

A. Site Selection. Data Centers shall only be allowed as a special land use in the Industrial District ***[customize to fit individual municipal industrial districts by reference].***

B. Lot Coverage. Data Centers shall not exceed the maximum lot coverage allowed in the Industrial District.

C. Placement and Setbacks. Data Centers shall be arranged, designed, and constructed to be harmonious and compatible with the site and surrounding properties. Data Centers shall be sited to minimize the visual impacts of the bulk of the building on a line-of-sight basis from adjacent public streets and Sensitive Land Uses and to minimize the impacts to natural resources. Data Centers shall comply with the minimum setbacks applicable to the Industrial District except as otherwise provided in this Section.

1. Cooling System components including chillers, fans and compressors must be surrounded by full height sound attenuation screening that must be designed to blend with the architectural style, materials, and color of the building:

i. If roof mounted, there must be a 1 ,500-foot minimum setback from the sound attenuation screening to the closest Sensitive Land Use lot lines. This distance is measured from the nearest part of the sound attenuation screen to the property line of the Sensitive Land Use.

ii. If ground mounted, there must be a 1,000-foot minimum setback from sound attenuation screening to the closest Sensitive Land Use lot lines. This distance is

measured from the nearest part of the sound attenuation screen to the property line of the Sensitive Land Use.

2. Generators shall be located within full acoustic enclosures to the maximum extent possible. Enclosures must be designed to blend with the architectural style, materials, and color of the building and cannot be located within 1 ,000 feet of any Sensitive Land Use, measured from the nearest part of the enclosure to the property line of the Sensitive Land Use. Roof mounted generators are prohibited.

D. Height. The height Of a Data Center, except for electric distribution and transmission poles, shall not exceed the maximum height permitted for structures in the Industrial District.

E. Visual Screening. Views of a Data Center shall be minimized from public rights of way, adjacent properties, and Sensitive Land Uses, to the extent reasonably practicable using architectural features, earth berms, landscaping or other screening methods that will harmonize with the character of the property and surrounding area. The Planning Commission may require reasonable measures to minimize visual impacts by preserving existing natural vegetation, requiring new vegetative screening, or other appropriate measures on a site- specific basis. In making this determination, the Planning Commission is specifically authorized to consider whether additional visual screening measures are appropriate where a Data Center is proposed to be located on property adjoining or within the view of a Sensitive Land Use.

F. Sound. The Data Center must comply with all federal and state regulations related to noise thresholds and any Zoning Ordinance Industrial District noise limitation. In addition, except as otherwise allowed in this Section, noise levels shall not exceed the following noise thresholds as measured at the Data Center property line shared with any non-industrial use or the property line of the closest Sensitive Land Uses as follows:

1. No sound shall exceed 55 dB(A) weighted (Laeq-10 min) between the daytime hours of 7am to 7pm.

2. No sound shall exceed 45 dB(A) weighted (Laeq-10 min) between the nighttime hours of 7pm to 7am.

3. No source of steady tonal sound shall exceed 65 dB(C) weighted (Lceq-10 min) at any time.

4. Octave Bands (dBz) will be maintained at acceptable levels.

G. Lighting. The Data Center must implement dark sky-friendly lighting solutions, and all lighting must be designed to direct light downward. The facility must produce zero footcandles of light at the property line.

H. Vibrations.

1. No Data Center shall be operated, maintained, or tested in a manner that generates a ground borne vibration level exceeding a Peak Particle Velocity (PPV) of 0.01 inches per second (in's) at any point along the Data Center's property line. This limit applies across all vibration frequencies between 1.0 Hz and 100 Hz. The 0.01 in/s PPV threshold applies to measurements taken in any of the three mutually perpendicular axes (vertical, longitudinal, or transverse). If any single axis exceeds 0.01 in-is, the Data Center is in violation.

2. Generators must be equipped with vibration isolation and mitigation systems.

3. Data Centers must have continuous vibration monitoring at spacing of no less than 500 feet along all property lines which sit within 1,000 feet of the property line Of any Sensitive Land Use.

I. Water Usage Standards. A Data Center shall maintain a Water Usage Effectiveness of no more than two tenths (0.2). As used in this Section, "Water Usage Effectiveness" or "WUE" is defined as the ratio of total annual building water consumption (liters) to information technology equipment energy consumption (kilowatt-hour). Evaporative cooling is prohibited.

J. Energy Usage.

1. Data Center facilities must be designed to maintain a Power Usage Effectiveness of no more than One and two-tenths (1.2). As used in this Section, "Power Usage Effectiveness" or "PUE" is defined as the ratio of total facility energy consumption divided by the total IT equipment energy consumption (servers, switches, storage devices, etc.). Total facility energy includes all power entering the building, such as cooling systems, lighting, power delivery components, and IT equipment. IT equipment energy includes only the power used by computers, servers, storage, and networking devices.

2. Data centers must be designed and operated in compliance with the energy code requirements specified in whichever of the following is most stringent:

i. The latest adopted Michigan Energy Code;

ii. The latest published ASHRAE Standard 90.4; or

iii. Michigan-specific data center energy code requirements adopted by rule, which may include more detailed criteria.

3. The Data Center shall have On-site energy storage capable Of supplying not less than fifty percent (50%) of the facility's peak electrical demand for a minimum duration of fifteen (15) minutes, for purposes including grid stabilization, brownout mitigation, and peak-load support. Energy storage systems shall be configured to prioritize discharge during utility-declared peak events and grid emergencies to reduce localized voltage sag, transformer overload, and outage risk in surrounding neighborhoods.

4. The Data Center must demonstrate that it will supply the Center's energy needs independently of the current energy available within the Township and that it complies with all state and federal requirements for the provision of energy to supply its needs.

K. Generators. Testing and exercising activities of generators are limited to 9am to 5pm weekdays and are prohibited on any State holiday. No more than two (2) generators shall be tested simultaneously. The use of other backup power sources which serve to reduce or eliminate diesel generator noise and emissions shall be utilized to the maximum extent practicable. All generators must be U. S. EPA Tier 4 compliant.

L. General Impacts. Any use or activity producing air, dust, smoke, glare, exhaust, heat, or humidity in any form shall be carried on in such a manner that it is not perceptible at or beyond the Data Center property line.

M. Public Safety. All Data Centers must develop and comply with an Emergency Response Plan and Fire Response Plan that shall provide reasonable protection of the public health, welfare and safety during all phases of construction and operation.

N. Signage. The Data Center shall post all necessary signage to comply with any applicable electrical, building, and fire codes. Clearly visible warning signs shall be located at the base of any transformers, substations, or electrical components handling energy capable of causing harm to human beings. The Data Center operation shall provide a 24-hour emergency contact signage visible at the access entrance.

O. Access Drives. The Data Center shall provide safe and convenient vehicular access to the site, including sufficient on-site queuing areas at the security gate. The Data Center shall include access drives sufficient to accommodate adequate emergency response to all components.

P. Surface Water Runoff. All surface water runoff created by construction and Operation of the project shall be effectively managed on-site.

Q. Building and Electrical Codes. The Data Center and all associated equipment shall comply with all applicable building and electrical code requirements and any applicable federal or state regulations. A qualified engineer shall provide written certification that the design, installation, and any interconnections are compliant with manufacturer and industry standards, all applicable local construction and electrical codes, and any applicable federal or state regulations.

R. Permits. All Data Centers shall be required to apply for and obtain all necessary permits, including but not limited to building, electrical, plumbing, and mechanical permits.

S. Transmission and Distribution Lines. Other than transmission or distribution lines for interconnection to the electric power grid, all electrical wiring shall be buried underground; except where the manufacturer's engineer or a qualified engineer employed by the utility that owns/operates the electrical power grid to which the system shall be interconnected certifies an underground wiring installation is not permitted by an applicable code and/or applicable federal/state regulation, with attached complete documentation supporting any such certification.

T. Transfer of Ownership. No transfer in ownership of the Data Center shall occur prior to providing 60 days' notice to the Township and upon Township approval verifying that the new owner has the ability and means to carry out the terms of the special land use and site plan approval and agrees in writing to carry out such terms. Approval shall not be unreasonably withheld by the Township.

U. Environment and Community Impact. A Data Center shall provide, at time Of application for special land use permit, detailed analysis by qualified individuals of the Data Center's impact on the environment of the site and surrounding area, and the impact on the community. All environmental impacts must be in compliance with Federal, State, and local standards.

V. Construction Hours. Construction Hours shall be limited to 7:00 a.m. — 7:00 p.m. Monday through Saturday unless otherwise approved by the Planning Commission.

W. Decommissioning. A Data Center must have a Decommissioning Plan and Agreement as provided in this Section.

SECTION III: APPLICATION REQUIREMENTS AND PROCEDURE

A. Special Land Use Permit and Site Plan Application Requirements. Any proposal for a Data Center shall require an application for special land use permit approval and for site plan

approval. All required fees and escrow fund shall accompany the application. An incomplete application will not be accepted. The application shall be subject to the general special land use and site plan review requirements in addition to the following submission requirements:

1. The name, address, and contact information of the applicant.

2. The name, address, and contact information of the proposed operator of the Data Center, if different from the applicant.

3. The address and parcel number of each property to be used for the Data Center, including demonstrated proof of ownership, lease, or easement permitting all proposed construction on said property.

4. The planned date for the start of construction of the Data Center and the expected duration of construction, including a description of any construction phases for the Data Center, the proposed timeline for construction of each structure or major component, and a description of any areas where future expansion is anticipated.

5. A description of the expected uses Of the Data Center.

6. A description of each Special Land Use standard under the Township's Zoning Ordinance, a detailed statement demonstrating compliance with each Special Land Use standard, and all information and supporting materials relied upon by the applicant in support of their statement of compliance.

7. A description of each standard described in this Section, a detailed statement demonstrating compliance with each standard, and all information and supporting materials relied upon by the applicant in support of their statement of compliance (i.e. sound studies and modeling, vibration studies and modeling, environmental studies, etc).

8. A preliminary electrical plan for the Data Center showing all underground and above ground wiring, the location of any electrical infrastructure, the location and capacity of any interconnections, and any electrical safety devices.

9. Information and supporting materials detailing the anticipated PUE, electrical use, maximum possible electrical load, and pre-approval or authorization from applicable electricity service providers that such capacity is available to serve the Data Center.

10. Information and supporting materials detailing the type, size, and location of all Cooling Systems and water usage including the WUE analysis. Such analysis shall include proof of capacity on public water and sewer systems to support the proposed intake and discharge of water for the Data Center.

11. Information and supporting materials detailing the type, size, and location of all onsite energy storage and backup power generation, and whether and how such equipment is to be tested.

12. The expected direct impacts of the Data Center on the environment and natural resources and how the applicant intends to address and mitigate these impacts. The Applicant shall describe all environmental features of the proposed project site and surrounding area, including natural resources, waterways, flora and fauna which may be impacted by the proposed project. The description shall include the anticipated impacts on the environment and habitats and mitigation measures for such impacts.

13. A decommissioning plan as described in this Section.

14. A detailed site plan of the proposed Data Center, showing the location, height, and design of all components of the Data Center, including distances from all existing and proposed structures/buildings and fencing on the site to all lot lines including to all boundaries of a leased site, where applicable, and to all structures/buildings within 2,000 feet of the subject property.

15. A site plan depicting all proposed means of ingress and egress which demonstrates compliance with any applicable fire or emergency response regulations.

16. A landscape plan depicting all proposed changes to the landscape of the existing site, including grading, vegetation removal, fencing and vegetative screening.

17. A map of any existing overhead and underground major facilities for electric, gas, telecommunications transmission within the facility and surrounding area.

18. A fire response plan and an emergency response plan containing, at a minimum, all of the following:

i. A description of all chemicals or hazardous materials that will be used during the construction or operation of the facility and describe their purpose and location within the facility.

ii. A detailed evaluation of any risk of intentional or inadvertent chemical or hazardous material discharge, the likelihood of such events, risk mitigation measures to prevent such events, and emergency notification and response plans in the case of such events.

iii. A description of all electrical, fire, smoke, and similar environmental risks, their likelihood, and mitigation measures both before and after an emergency.

iv. A description of the current emergency and fire response capacity and equipment available within the Township and the surrounding area, and whether such capacity and equipment is sufficient to address the risks described in the Plans. If the capacity or equipment is insufficient, the plan must include a detailed description of such deficiencies and how the facility will attain sufficient emergency response capacity, whether by improvements to local emergency and fire authorities, private emergency management measures, or other means.

v. A description of emergency shutdown procedures, how such procedures are triggered, and any effects that an emergency shutdown may have on the operation, utilities, or emergency response plans.

vi. A description of if and how the Township and the public shall be notified of emergencies at the Data Center to the extent that such emergencies have the potential to result in impacts to the Township or the public.

vii. Evidence of consultation or a good faith effort to consult with local fire department representatives, first responders, and emergency managers to ensure that the Plan is in alignment with acceptable Operating procedures, capabilities, resources, etc. If consultation with local fire department representatives is not possible, provide evidence of consultation or a good faith effort to consult with the State Fire Marshal or other local emergency manager.

viii. A description of all on-site equipment and systems to be provided to prevent or handle fire emergencies.

ix. A commitment to review and update the plan with fire departments, first responders, and county emergency managers at least Once every three (3) years.

x. Analysis should include identification of any specific equipment or training deficiencies in local emergency response capacity and recommendations for measures to mitigate deficiencies.

xi. Other information the applicant finds relevant or wishes to present to the Township.

SECTION IV: DECOMMISSIONING AND REMOVAL

A. All Data Centers shall be required to provide a Decommissioning Plan and comply with said plan and the requirements of this Section for the lifetime of the project.

B. The Decommissioning Plan shall include all of the following:

1. State the anticipated life of the project;

2. Describe estimated decommissioning costs in current dollars and provide that this figure will be updated every fifth (5th) year after commencement of operation of the system;

3. Define the conditions upon which decommissioning will be initiated. At a minimum decommissioning shall be required if the Data Center is abandoned. Abandoned shall mean that the Data Center ceases operations for a period of 12 months, unless the current responsible party provides sufficient evidence and guarantee of the intent to resume operations to the Planning Commission.

4. State that decommissioning will allow the Data Center to be repurposed for general industrial use though the removal Of aspects Of the Data Center specific to use as a Data Center;

5. Describe the timeframe for completion of decommissioning activities;

6. Describe any agreement with the landowner regarding decommissioning; and

7. State the party responsible for decommissioning.

C. The Applicant shall further submit a Decommissioning Agreement to be signed by the applicant, operator, or party responsible for decommissioning and shall bind all successors, heirs and assigns.

D. Decommissioning shall begin within 6 months of abandonment or other trigger and shall be completed within 18 months.

E. The Decommissioning Plan shall include financial assurance in the form of a bond. The amount of the financial assurance shall not be less than the estimated cost of decommissioning the Data Center. Salvage value shall not be included in the estimated cost of decommissioning. The financial assurance must be posted in at one-hundred-and-twenty-five percent (125%) total decommissioning value by the start of full commercial operation and continuously maintained for the period of the life of the Data Center. During construction a financial assurance must be maintained in an amount to return the site to the original condition and such assurance shall be required until the full financial assurance is provided at the start of the full commercial operation.

SECTION V: DEVELOPMENT AGREEMENT

A. The Planning Commission shall require a development agreement between the applicant/property owner and the Township to ensure completion of the approved site plan and continued compliance with required standards. The development agreement may address, but is not limited to, the following: The property's legal description; the zoning district in which the property is located; the site plan as approved; conditions of site plan approval; security for general improvements; compliance with standards during and after development; maintenance of the site during and after development; open area maintenance; stormwater management; roads and drives; sewer and water; Township engineer approval of construction plans; easements for and assignments of utility lines; pedestrian sidewalks; tree preservation; wetland preservation; landscaping; electricity and gas use; lighting; construction access; construction work schedule; performance guarantee; engineering plans and certifications; site grading and setbacks; monuments and markers; warranties; proceedings for failure to maintain repair or preserve development elements; reimbursable costs to the Township; enforcement procedures; duration Of agreement; and construction oversight.

SECTION VI: SMALL-SCALE OPERATION EXCEPTION

A. The provisions of this Section shall not apply to a Data Center which is constructed and operated solely as an accessory and subordinate use to an existing principal use on a property, so long as that Data Center is (l) housed entirely within existing structures which conform to all zoning and other permit requirements, (2) creates no adverse impacts on adjacent land uses, and (3) requires no additional approvals from a utility provider with respect to electrical or water usage.

SECTION VII: AMEND SECTION

Section ____ of the Township Zoning Ordinance is amended to add the following use as special land use in the Industrial Zoning District: Data Center.

SECTION VIII: SEVERABILITY

The provisions of this ordinance are hereby declared to be severable and if any clause, sentence, word, section or provision is hereafter declared void or unenforceable for any reason by a court of competent jurisdiction, it shall not affect the remainder of such ordinance which shall continue in full force and effect.

SECTION IX: REPEALER EFFECTIVE DATE

All ordinances or parts of ordinances in conflict herewith are hereby repealed. This ordinance shall take effect 8 days after publication after adoption.

Energy Systems- Draft Zoning Ordinance Amendments

Definitions.

Battery Energy Storage System, Large Utility Scale: A battery Energy storage system (BESS) that is principal use (or co-located with a second principal use) and that is designed and built to connect to the transmission grid with nameplate capacity of 50 megawatts or more and an energy discharge capability of 200 megawatt hours or more.

Non-Participating Property: Any property that is adjacent to a participating property.

Participating Property: A battery energy storage system host property or any real property that is the subject of an agreement that provides for the payment of monetary compensation to the landowner from system owner (or affiliate) regardless of whatever any part of a system is constructed on the property.

Intent.

The purpose of this Section is to establish minimum requirements and regulations for the construction, erection, placement, location, maintenance, modification, operation, and decommissioning of utility use Energy Systems in the _____ in a manner that promotes economic development and ensures the protection of health, safety and welfare while also avoiding adverse impacts to important areas such as agricultural lands, residential areas, endangered habitats, conservation lands, and other sensitive lands.

Utility Scale Energy Systems.

All Large Utility Scale Battery Energy Storage Systems (BESS) shall comply with all requirements in [insert state reference]. In addition to all of the State requirements, the following requirements shall apply to Large Utility Scale, Battery Energy Storage Systems:

A. Size: The minimum lot size shall be fifty (50) acres.

B. Setbacks: The following minimum setback requirements as measured from the nearest facility structure shall be:

Setback Description	*Setback Distance*
Occupied building and dwellings on nonparticipating properties.	650 feet from the nearest point on the outer wall
Public road right-of-way	100 feet measured from the nearest edge of a public road right-of-way

C. Height.

1. Battery Energy Storage System. The height of battery energy storage system structures, except for electric distribution and transmission poles, shall not exceed a height of 20 feet.

D. Fencing. The system shall be completely enclosed with fencing in compliance with the latest version of the National Electrical Safety Code or any applicable successor standard approved by the Michigan Public Service Commission. Fencing shall be 8 feet high with 2 rows of wire and sound barrier deadening liner.

E. Sound. The sound pressure level of a BESS shall not exceed a noise level of 45 DBA (Leq (1-hour)) OR average hourly decibels as modeled at the property line of an adjacent nonparticipating property. Decibel modeling shall use A- weighted scale as designed by the American National Standards Institute. The sound level limits apply to the contribution from the BESS only and do not include contributions from background ambient sounds. The site plan shall include modeled sound isolines extending from the sound source(s) to the property lines or dwellings located on adjacent nonparticipating property to demonstrate compliance with this standard.

1. Post-construction sound survey: Documentation of sound pressure level measurements shall be provided to the Zoning Administrator by a third-party qualified professional selected by the Planning Commission and at the expense of the BESS system owner within 12 months of the commencement of the operation of the project. The study will be designed to verify compliance with sound standards applicable to this ordinance. The energy facility does not generate a maximum sound in excess of 45 average hourly decibels as modeled at the nearest outer wall of the nearest dwelling located on an adjacent nonparticipating property. Decibel modeling shall use the A-weighted scale as designed by the American National Standards Institute.

F. Lighting. The system must implement dark sky-friendly lighting solutions and satisfy the provisions of Section _____.

G. Host Community Agreement. The applicant shall enter into a host community agreement with the _____. The host community agreement shall require that, upon commencement of any operation, the Utility-Scale Battery Energy Storage System owner must pay the _____ $2000.00 per megawatt of nameplate capacity. The payment shall be used as determined by the _____ for police, fire, public safety, or other infrastructure, or for other projects as agreed to by the local unit and the applicant.

H. Safety Signage. The system shall post signs in compliance with NFPA 70/70E or any applicable successor code in place at the time of application for approval. Additionally, signage shall be provided per NFPA 855 7.4.4, or any applicable successor code in place at the time of application for approval, including information on the system type and technology, special hazards, for suppression system and 24-hour emergency contact information, including reach-back phone number. A clearly visible warning sign concerning voltage shall be placed at the base of all pad-mounted transformers and substations. The system must generate a 911 call for the local Fire Department.

I. Fire Protection: The facility shall comply with NFPA 855 "Standard for the Installation of Stationary Energy Storage Systems" or any applicable successor standard adopted by the Michigan Public Service Commission.

J. Landscaping: The Planning Commission may require reasonable measures to minimize visual impacts by preserving existing natural vegetation, requiring new vegetation screening or other appropriate measures. The Planning Commission shall determine such visual screening measures as may be required, if any, on-site specific basis pursuant to the standards for special land use approval as specified in this Ordinance, the landscaping standards of section ____, and/or the standards for the site plan approval as specified this Ordinance, as most applicable to the circumstances. In making this determination the Planning Commission is specifically authorized to consider whether additional visual screening measures are appropriate where a system is proposed to be located on property adjoining a Residential District.

K. Access Drive: If the system includes an access drive(s) for maintenance purposes, the surface of the access drive(s) shall be permeable unless on brownfield land, or on an already paved surface at the time of application for approval such as a parking lot or former building foundation. The access drive(s) shall be wide enough to accommodate two-way fire truck traffic.

L. Fire Hydrant Well: The developer shall install 350-500gal (10-inch casing) fire hydrant well on-site, to be shown on the site plan.

M. Surfacing: Except as otherwise depicted on the site plan and subject to approval of the Planning Commission, the area within which the system is located shall not be paved with asphalt/concrete or any other surface material that is impermeable to water other than for slab foundations for structures and equipment. This shall not apply to a system located on brownfields land or on an existing paved area such as a former building slab or in an unused parking area when adequate parking remains for any other use on the site. The access road must allow two-way traffic for emergency vehicles.

N. Surface Water Runoff: All surface water runoff shall be effectively managed on-site pursuant to Section ____ of this Ordinance.

O. Installation and Operational Safety. The system shall comply with all the following requirements:

1. The system shall be designed and constructed for the interconnection to a Michigan Public Service Commission or Midcontinent Independent System Operator regulated utility electrical power gid and shall be operated with such interconnection.

2. The system and all foundation elements shall comply with all applicable building and electrical code requirements, and any applicable federal/state regulations. The manufacturer's engineer or another qualified engineer shall provide written certification that the design, installation (including foundations), and interconnection is compliant with the manufacturer and industry standards, all applicable local construction and electrical codes, and any applicable federal/state regulations.

3. Other than transmission or distribution lines for interconnection to the electric power grid, all electrical wiring shall be buried underground; except where the manufacturer's engineer or a qualified engineer employed by the utility that owns/operates the electrical grid to which the system shall be interconnected certifies an underground wiring installation is not permitted by an applicable code and/or applicable federal/state regulation, with attached complete documentation supporting any such certification.

4. The system shall be designed, located, and maintained so as to comply with all applicable codes and regulations.

P. Repair and Augmentation. In addition to repairing or pre-placing facility components to maintain the system, the facility may at any time be augmented without the need to submit a new site plan so long as the augmentation is within the same footprint (e.g, same dedicated use building or on footings/foundations in the same location) as the original permit. In the instance of a battery energy storage system, if there is a change in the battery chemistry, an updated Hazard Mitigation Analysis and

Emergency Operation Plan shall be provided. When a facility is anticipated to be augmented over its lifetime by adding additional components, the applicant should apply for the final/augmented site arrangement. A proposal to increase the size of the project footprint may be considered a new application, subject to the ordinance standards at the time of the request.

Q. Decommissioning and Removal. The system shall comply with all the following requirements:

1. A decommissioning plan, including a Memorandum of Decommissioning in a form recordable at the County Register of Deeds, shall be provided and shall address the following:
    a. State the anticipated life of the project;
    b. Describe estimated decommissioning costs in current dollars and provide that this figure will be updated every fifth (5^{th}) year after commercial operation of the system;
    c. Be signed by the party responsible for decommissioning;
    d. Define the conditions upon which decommissioning will be initiated (e.g.; end of land lease, no power generation/storage for 12 months, etc.);
    e. State that all equipment, conduit, structures, fencing, roads, and foundations will be removed to a depth of three feet by the end of the decommissioning period;
    f. Require property to be restored as near as reasonably possible to the condition it was in prior to the development of the system;
    g. Describe the timeframe for completion of decommissioning activities;
    h. Describe any agreement (e.g., lease) with the landowner regarding decommissioning;
    i. State the party currently responsible for decommissioning; and
    j. Describe any plans or circumstances requiring an update of the decommissioning plan.
2. A recorded copy of the memorandum of Decommissioning plan shall be submitted to the _____.
3. Decommissioning shall be completed within 12 months of determination by the Zoning Administrator that the system is no longer being maintained in an operable state of good repair, unless the current responsible party with ownership interest in the system provides substantial evidence to the Planning Commission of the intent to maintain and reinstate operation of the system.
4. The Decommission Plan shall include but is not limited to financial assurance in the form of a bond, a parent company guarantee, or an irrevocable letter of credit, but excluding cash. The amount of the financial assurance shall not be less than the estimated cost of decommissioning the system, after deducting salvage value, as calculated by a third party with expertise in decommissioning, hired by the applicant. However, the financial assurance may be posted in increments as follows:
    a. At least 25% by the start of full commercial operation.

b. At least 50% by the start of the fifth year of commercial operation.

c. 100% by the start of the tenth year of commercial operation the security shall be continuously maintained for the period of the life of the system.

R. Special Land Use Permit and Site Plan Application Requirements. Application for special land use permit approval shall comply with this Ordinance.

DRAFT

B R ⓘ
Beckett&Raeder

West Traverse Township Zoning Report -*October 2026*

Zoning Permits Issued

0 Zoning Permits were issued in October 2026. Permit Fees: $0

Notable Planning/ Zoning Matters

Z-10-2026-01

- Date: 10/13/2026
- Topic: Data center moratorium ordinance
- Summary: On September 9, 2026, the Planning Commission held a public hearing on a moratorium ordinance to impose a pause on the processing or review of applications for data center projects in the Township. After its deliberations, the Planning Commission recommended approval of the moratorium ordinance to the Township Board. The Emmet County Planning Commission considered the Planning Commission's recommendation on September 10, 2026, and issued a memo in support. On October 13, 2026, the Township Board adopted the Data Center Moratorium Ordinance which will take effect on October 29, 2026.

Z-10-2026-02

- Date: 10/14/2026
- Topic: Birchwood PUD amendment
- Summary: On October 14, 2026, after a public hearing, the Planning Commission considered a site plan review and request to amend the Birchwood Farms Golf & Country Club PUD to facilitate the construction of six single family duplex condominiums. After its deliberations, the Planning Commission postponed a decision until November 11, 2026, and requested additional information from the applicant.

Z-10-2026-03

- Date: 10/14/2026
- Topic: Data centers and battery energy storage systems
- Summary: The Planning Commission continued discussion on zoning regulations for data centers and battery energy storage systems. The Planning Commission will continue these discussions at subsequent meetings.

Z-10-2026-04

- Date: 10/21/2026
- Topic: Recreation Committee
- Summary: The Recreation Committee held an open house to obtain public input on recreation plans for the properties adjacent to the new Township Hall. The Recreation Committee will continue to development the plans at future meetings and will incorporate the public input received.

Z-10-2026-05

- Date: October 2026
- Topic: Office hour meetings
- Summary: Met with multiple homeowners and developers onsite and at Township Hall to discuss projects and respond to questions.

Zoning Cases

C-10-2026-01

- Date: 10/19/26
- Address: Multiple locations
- Topic: Zoning violation—unregistered chickens
- Summary: Warning letters sent regarding the failure to register chickens in accordance with Section 415 of the Zoning Ordinance. Ongoing enforcement.

C-10-2026-02

- Date: 10/19/26
- Owner: Karen K. Kleinhenz
- Address: 4850 Lake Road
- Topic: Blight violation—unsafe, deteriorated structure
- Summary: 30 day notice letter sent. Ongoing enforcement.

C-10-2026-03

- Date: 10/19/26
- Owner: Dean Carpenter/Kellen Moore
- Address: 4856 Lake Road
- Topic: Blight violation—unsafe, deteriorated structure
- Summary: 30 day notice letter sent. Communication with owner—site meeting scheduled for November 2, 2026. Ongoing enforcement.

B R i
Beckett&Raeder

Landscape Architecture
Planning, Engineering &
Environmental Services

Planning Report

Serving & Planning Communities Throughout Michigan

November 2026

Top Story

$65 Million for Transformational Public Transit Projects

"Reliable public transportation helps communities thrive. These new transit investments will help us to continue delivering on our mission to serve and connect people, communities, and the economy through transportation." State Transportation Director Bradley C. Wieferich

Governor Whitmer recently announced $65 million in awards through the Infrastructure Projects Authority Fund (IPAF) to support transformational public transportation projects statewide. As part of nearly $2 billion Sustainable Road Funding Plan, these investments will create or expand transit systems, restore service in communities that have lost access to public transportation, and improve regional connections. IPAF was established as part of Michigan's Fiscal Year 2026 budget and roads funding plan to provide dedicated, long-term capital for public transportation. Transportation networks support vibrant downtowns, and make jobs, healthcare, education, and other essential services more easily accessible. The 18 projects selected (across 16 counties) represent the first round of funding for planning studies, implementation plans, new services/capital:

- **Alpena County:**Montmorency County Microtransit Expansion and Regional Connector
- **Benzie County:** Rural Transit Service Transformation and Connectivity Study
- **Berrien County:** Berrien County Transit Authority Implementation
- **Calhoun County:** Next Generation Transit Facility
- **Delta County:** Mobility Transformation Initiative
- **Genesee County:** Genesee Connect Microtransit Project & Transit Without Borders
- **Ingham County:** CATA Campus Connect
- **Ionia County:** I-Go Expansion & Addition of Out-of-County NEMT
- **Kent County:** Downtown Grand Rapids Event Night Mobility Project
- **Newaygo County:** New Rural Transit Agency for Newaygo County
- **Ottawa County:** Transit Hub Relocation & Harbor Transit Service Expansion
- **Roscommon County:** Oscoda County Community Transit Service Initiative
- **Saginaw County:** Regional Post-Secondary Education/MBS International Airport
- **Washtenaw County:** Washtenaw/Huron/Jackson Bus Rapid Transit
- **Wayne County:** Downtown Detroit Transit Network Upgrades & People Mover 1.5 Rail Car

To learn more about the award recipients, there is a *detailed list* of IPAF project awards.

Governor's Office. https://www.michigan.gov/whitmer/news/press-releases/2026/10/13/whitmer-announces-65-million-for-public-transit-projects-statewide-coordinator-of-transit-and-rail

BRI Planning Report

informative

Infrastructure

New Transmission Lines

Hundreds of miles of new transmission lines are planned across northern and mid-Michigan. Because Michigan consistently ranks last in the nation for power reliability, the transmission lines would increase electric reliability for the tens of millions of customers. However, many landowners in the proposed path of the transmission lines are not pleased with the potential impacts to their properties such as decreasing property values and radiation and that can cause cancer. The most recent proposal is a more than 250-mile stretch of transmission lines called the Copperton Projects, organized by the Midcontinent Independent System Operator (MISO). The Copperton Projects are in the listening phase of public engagment. Affected residents can provide feedback online. Regulators proposed rules would require companies to detail their reasoning for choosing a specific area for their route, list contact information for an available and knowledgeable person who can talk about the project, and invite all landowners and the leaders of local governments within 1 mile of the proposed routes to public input meetings.

Bridge Magazine. *https://bridgemi.com/michigan-environment-watch/high-voltage-power-lines-planned-across-michigan-many-landowners-unhappy/*

Local Government

Where Are All the Candidates?

An analysis of ballots across Michigan found at least 478 elected races with no candidate or too few candidates running including the roles of clerks, board members, even mayor. This could leave close to 10% of offices vacant in the more than 5,400 local elected positions on the November ballot. While the openings are spread across the state, they hit rural communities harder. It's not hard to see why a job that pays $12,960 or less a year and often comes with some abuse from residents aren't filling up. And it's not just a problem in Michigan; one study found 10,000 open seats with no candidates across the nation in 2024. This is a part of an overall trend of declining volunteerism and anger about national politics conveyed at the local level. High turnover, low-pay, and the additional workload leave communities strapped to govern. After the election, if there are no candidates, city, township, and village boards can appoint individuals to vacant positions.

Bridge Magazine. *https://bridgemi.com/michigan-government/please-i-need-a-clerk-no-candidates-for-almost-500-positions-on-michigan-ballots/*

Events

Michigan Association of Planning: Avoiding Exclusionary Zoning

November 17, webinar

More information: *https://www.planningmi.org/aws/MAP/pt/sd/calendar/373621/_PARENT/layout_details/false*

Michigan Municipal League Filling the Gaps: the Ins and Outs of Infill Housing

November 18, virtual

More information:*https://mml.org/events/*

MSU Extension: Local Strategies for Managing Additional Division Rights

December 3, virtual

More information: *https://www.planningmi.org/aws/MAP/pt/sd/calendar/374656/_PARENT/layout_details/false*

WEST TRAVERSE TOWNSHIP
BOARD MEETING
Tuesday September 8, 2026
6:00 p.m.

Supervisor Murphy called the meeting to order at 6:00 p.m.

Roll Call: Olson, Hollingsworth, Green, Murphy, Baker

Absent: none

Pledge of Allegiance was recited by all.

Approve Agenda & additional items: **Hollingsworth made the motion to approve the agenda. Green seconded. Five (5) ayes.**

Approve minutes of regular meeting August 11, 2026: Baker pointed out a misspelling on top of page 2, "*Travere*" should be "*Traverse*". Baker asked, for clarification purposes, that on page 3, under Reports & Updates, Planning Commission, "*possible future construction*" should be amended to "*possible future Data Center Construction*". **Hollingsworth made the motion to approve the August 11, 2026, meeting minutes with corrections. Baker seconded. All ayes.**

Visitors: Sally Olson, Kathy & Steve Erber, Ed Taylor, Karin Offield, Tamara Stevens, Garon Gopigian, Lisa Morris

Public Comments – none

Review Correspondence not listed below:

Thorne Swift Report – Hammond updated the board on the Thorne Swift report mentioning the continuing reduced traffic due to the Lower Shore Road closure, discussed the successful Monarch Butterfly release and ongoing trail maintenance.

Action Items:

a. Barn Proposals – Olson outlined the five options for dealing with the large Barn and recapped three proposal bid requests received. Lisa Morris discussed her proposal for the barn and surrounding land noting the intention to renovate it with potential investors. A letter from Tim Kepford was included in the packet with his proposal read by Olson. Karin Offield presented her proposal (see attached) to preserve the large barn, renovate the current Township Hall with the possibility of the Rotary Club's Centennial Grant to help offset the cost of preservation. The Board discussed the options, whether or not to have sealed bids, timelines and the proposals presented. Murphy allowed for public comment regarding the proposals and the Petoskey Rotary Centennial Grant. Garon Gopigian commented on how the property will be a "standout" and unique campus. Kathy Erber commented that Karin Offield's proposal is very positive and a true fit. It was noted that someone from

Beckett & Raeder would consult on preparation of the grant for the Township. **Green made the following motion.** *"Therefore, I'm offering this motion to obtain the Board's approval of this project and authority to pursue obtaining the Rotary Centennial Grant for PROJECT CENTENNIAL: Preserve the Heritage Project."* **Baker seconded. Roll call vote: Murphy – yes, Green – yes, Baker – yes, Hollingsworth – yes, Olson – yes. Five ayes.**

b. Project Centennial Updates – Olson informed the Board that the footings have been poured, pouring the walls will be next, the project is on schedule and that there are weekly construction meetings being held on Tuesdays here at the Township Hall.
c. Rotary Centennial Grant – see discussion and motion approval in Action Item A.
d. Administrative Fee Discussion – Hollingsworth proposed reinstating the previous Administrative Fee to help offset tax collection, cost to the County to print/mail tax bills, Assessor expenses, etc., which are currently funded through the General Fund. Green commented on the impact and timing. Murphy allowed for public comment regarding the proposed Administrative Fee. Garon Gopigian, Tamara Stevens and Kathy Erber commented on the timing of it and perhaps the possibility of allowing the West Traverse Township residents a chance to vote on it. The Board decided to table the discussion until the October meeting to gather more information and consider public input.
e. Planning Commission Recommendation for amending Zoning Ordinance – Green explained the need to amend the Zoning Ordinance to allow the ZBA to review any variance. **Murphy made the following motion.** *"I, Edward Murphy, move to adopt Ordinance Number 2 of 2026, which will amend Section 403.5 of the West Traverse Township Zoning Ordinance to ensure compliance with Article 8 of the Zoning Ordinance and Section 406 of the Michigan Zoning Enabling Act, PA 110 of 2026, as amended, MCL 125.3604".* **Baker seconded. Roll call vote: Murphy – yes, Green – yes, Baker – yes, Hollingsworth – yes, Olson – yes. Five ayes.**
f. 2026/2027 Tax Rate Approval – L 4029 – Hollingsworth made the motion to approve the 2026 Tax rate as presented. Green seconded. **Roll call vote: Murphy – yes, Green – yes, Baker – yes, Hollingsworth – yes, Olson – yes. Five ayes.**

Reports & Updates

a. Clerk – Olson informed the Board that Absentee Ballots will be mailed out the week of September 28, 2026, and that he's preparing for the upcoming November General Election.
b. Treasurer – Hollingsworth provided updates on the number of Tax/Sewer payments received, and the establishment of the new bank account for the new Township Hall Construction Bond money. She also informed the Board of the progress from Mead & Hunt regarding the Forest Beach/Pine Tr Sewer system.
c. Planning Commission – Green updated the Board on next Planning Commission mtg and discussion about establishing a moratorium for possible future Data Centers in the Township.
d. Zoning Administrator – provided in packet

e. Recreation/Thorne Swift Committee – Olson discussed the plans for the green space and walking trails on the Township property. Hammond mentioned efforts to obtain bids for tree removal and site prep for the proposed playground by the Nature Center.
f. Supervisor – Murphy updated the Board on negotiations with a cell tower company for a possible tower off Hughston Rd and the upcoming HSFA (Harbor Springs Fire Authority) meeting.

Approve August accounts payables & payroll – Baker made the motion to approve the August payables & payroll. Hollingsworth seconded. Five (5) ayes.

Public Comments – Steve Erber thanked the Board for posting the full meeting packets as well as the recordings. Lisa Morris inquired if all of the barn proposals and correspondence have been disclosed, Olson confirmed that it all has been. Garon Gopigian expressed his appreciation for the possibility of the cell tower and wondered how long before it would be functional.

Board comments – Hollingsworth mentioned the Harbor Springs Fire Dept fundraising five mile walk in full turn out gear on Friday, September 11, 2026. Baker reminded the Board members to submit information for the upcoming winter newsletter so it can be ready to submit to the County specifically asking Hollingsworth to include a financial breakdown.

Next Regular Meeting – The next West Traverse Township Board meeting is scheduled for Tuesday October 13, 2026, at 6:00 p.m.

Adjourn – Murphy asked for a motion to adjourn the September 8, 2026, Township Board meeting. **Hollingsworth made the motion to adjourn at 7:33 p.m. Green seconded. Five (5) ayes.**

Respectfully Submitted by:

Jay Olson, Clerk

Transcribed by:
Amy Peters

Karin Offield's Barn Proposal September 8, 2026

Jaye asked me to present tonight what I've been working on recently and what I'm interested in for West Traverse Township's Barn Element of the Project Centennial.

So here, exactly, are my intentions: after learning about the buildings, and listening to West Traverse Township's plans, I'm interested in saving the Big Cook Barn, using the timbers from the smaller garage barn to help repair it, and helping the 122-year-old Town Hall get a new life cycle once it's vacated. Since I don't want to repeat the details Jaye's already laid out in his WTT Project Centennial, let me instead tell you why I'm interested in working with a team on the Rotary Club of Petoskey's Centennial Grant Program
-their legacy investment in the Emmet County community.

I believe the West Traverse Township Heritage Program gives us a real head start on becoming the recipient of the $277,000 Rotary Centennial Grant. Here's how it lays out.

The buildings are already owned by West Traverse Township. The $277,000 in Rotary funding could cover the barn shoring (scope still to be determined), the Town Hall's ADA updates, new siding, ramp repair, roof cleaning, and foundation sealing. Alongside that, a dedicated West Traverse Township non profit will be formed during this grant cycle to serve as the operating partner- holding day-to-day responsibility for the management, maintenance, and programming of both the Big Barn and the Township Hall. Even if the grant isn't awarded to the West Traverse Township Heritage Program this cycle, that non profit doesn't go away- it becomes the fundraising engine that keeps building toward this same goal, and it will already be up and running by the time the winner is announced.

Three things close the gap between where we are now and being able to call this a "shovel-ready" project: 1)designing the actual grant request, 2) the logistical work that has to happen before snow season, and 3) getting permits in place.

So before November 1, that breaks down into two kinds of work. First, the physical work in 2026 that can't wait for spring: repairing the small barn's roof to prevent a winter collapse, and hiring a tree company to remove the trees next to the Big Barn. Second, the application itself needs documentation: at least one structural assessment or contractor estimate for the Big Barn work-with a dated estimate or engineer's letter- plus the current status of any historical-site-designation application. For the Town Hall, we'll want a rough scope-of-work or quote for each piece: ADA access to the main floor, siding, roof, ramp, and foundation work.

Proposed: September 8, 2026
Accepted: October 13, 2026

I see three pieces fitting together: the new Town Hall going up across the street, the 122-year-old Hall beginning a second century of service to groups none of us have even dreamed up yet, and the Big Cook Barn. Together, they'd give West Traverse Township a new vantage point on preservation - one that

speaks to both Harbor Springs' heritage and the Township's own farming history. And this collaboration

- all of it made possible by the potential of being selected for the Rotary Club of Petoskey's Centennial Grant- is what ties the three pieces into one collaboration

I'd like to recommend that the WTT approve this direction that Jaye has laid out. I'd also like to recommend approving the roof repair on the small barn and clearing the trees away from the Big Barn before winter, once the bids are reviewed.

One final detail not yet mentioned: We should schedule a Community Clean-Up Day- a volunteer effort around the Big Cook Barn to clear and salvage any important artifacts before any large machinery starts rolling in for the tree removal and the smaller barn's roof repair.

Thank you for the time to speak.

Roaring Fork
Valley Horse
Council P.O.Box
127, Snowmass,
CO 81654
Rfvhc.colorado@g
mail.com
Visit our website
RFVhorsecouncil.o
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www.facebook.com/keephorsesontrails/
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Proposed: September 8, 2026
Accepted: October 13, 2026

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