

NOTICE OF MEETING

A Regular Meeting of the Leelanau County Planning Commission (LCPC) will be held at **5:30 pm Tuesday, SEPTEMBER 26, 2023** in the Leelanau County Government Center – 1st floor.

(Please silence any unnecessary cellular/electronic devices)

DRAFT AGENDA

CALL TO ORDER & PLEDGE OF ALLEGIANCE

ROLL CALL

CONSIDERATION OF AGENDA

CONFLICT OF INTEREST *(refer to Section 3.7 of the Bylaws)*

PUBLIC COMMENT

STAFF COMMENTS

CONSIDERATION OF JULY 25, 2023 MEETING MINUTES *pgs. 2-5*

OLD BUSINESS

Review of 2023 Fall Session “Mixed Big Development”

NEW BUSINESS

1. PC-12-2023-03 Cleveland Township – Text Amend. Short Term Rentals *pgs. 6-10*

REPORTS

1. Housing Action Committee
2. Parks & Recreation Committee
3. Report from LCPC members of attendance at township/village meetings, or Other Meetings/Trainings

COMMUNICATIONS/CORRESPONDENCE

Citizen Planner Course – East Bay Township Hall
Northwest Michigan Housing Summit 2023

PUBLIC COMMENTS

STAFF COMMENTS

COMMISSIONER & CHAIRPERSON COMMENTS

ADJOURN

LCPC Members

Steve Yoder-Chair
Casey Noonan-Vice-Chair
Melvin Black-Chair Pro-Tem
Craig Brown
Rodney Brush
Brian Fenlon
Melinda Lautner
Tom MacDonald
Robert Miller
Tom Nixon
Amy Trumbull

A REGULAR MEETING OF THE LEELANAU COUNTY PLANNING COMMISSION WAS HELD ON TUESDAY, JULY 25, 2023, AT THE LEELANAU COUNTY GOVERNMENT CENTER.

Proceedings of the meeting were recorded and are not the official record of the meeting. The formally approved written copy of the minutes will be the official record of the meeting.

CALL TO ORDER Meeting was called to order at 5:30 p.m. by Chairman Yoder who led the Pledge of Allegiance. The Meeting was held at the Leelanau County Government Center, 8527 E. Government Center Dr., Suttons Bay, MI.

ROLL CALL

Members Present: S. Yoder, T. Nixon, C. Brown, T. MacDonald
B. Fenlon, M. Lautner, R. Brush, R. Miller

Members Absent: A. Trumbull, C. Noonan
(prior notice)

Members Absent: M. Black

Staff Present: T. Galla, Director, G. Myer, Senior Planner

Public Present: None

CONSIDERATION OF AGENDA

Yoder said they will need to approve the cost of the fall session under “Old Business” but there is no need to amend the agenda.

Motion by Nixon, seconded by Lautner, to accept the agenda as presented. Motion carried 8-0.

CONFLICT OF INTEREST – None.

PUBLIC COMMENT – None.

STAFF COMMENTS – None.

CONSIDERATION OF JUNE 27, 2023 MEETING MINUTES

Motion by Lautner, seconded by Fenlon, to accept the minutes as presented. Motion carried 8-0.

OLD BUSINESS

Update-Fall Session

Galla said Mary Reilly from MSU Extension and Claire Karner from East Bay Township will be the presenters for the fall session on September 20th starting at 6:00 p.m. or 6:30 p.m. and running 1 ½ hrs. The main topic will be how does a community identify and then prepare for a large or unexpected workload related to a planning process, zoning application, or litigation. A larger project than what they

could, or should, handle on their own. Karner will cover what kinds of projects are these? PUD, large or small zoning amendment, SLU, a Plan, litigation. Who's on the team of experts that may be helpful and how do you find them and select them. Reilly will address what the clues are that you need help. The who, what, when, where, and why of escrow policy—how to prepare the community to call on outside resources for help on a quick timeline.

Motion by Nixon, seconded by Lautner, to approve costs for the speaker(s) for the fall session, not to exceed \$400.00. Motion carried 8-0.

NEW BUSINESS

PC11-2023-05 Empire Township Master Plan

Galla reviewed the staff report, saying that under Section 41 of the Michigan Planning Enabling Act, an update or revision to a plan requires a 42-day review period. The Notice of Intent to Plan was distributed by the Empire Township Planning Commission back in 2021, and the Planning Commission passed a motion in March of 2023 to forward the document to the Township Board for review and comment. In April of 2023 the Township Board passed a motion to have the Planning Commission send the updated Master Plan draft to the County Planning Commission for review and comment. Galla continued, saying a Public Hearing was held in May of 2023 and a Special Meeting was then held to discuss public comments that were received. The township then passed a motion in June to distribute the Master Plan to the necessary bodies to begin the review period.

Galla said staff did not find any issues under Section: 4, Analysis, it is rare that they have a problem when reviewing a Master Plan update. The Plan does include future land uses by layers. On page 16 of the Plan, it states “This Future Land Use Plan appreciates the multifunctional nature of these land areas, and describes the future land uses by layers, versus using a single classification; and just as nature does not have defined boundaries of ending and beginning, so, also these land use layers have flexible boundaries.”

Galla continued, saying that the Empire Township Board can assert the right to approve or reject the Master Plan. If they choose to do that, they will have the final say, otherwise it will be adopted by the township Planning Commission. Galla said most of the things noted under “Staff Comments” are just things that need to be cleaned up and do not change the intent of the plan. Staff did question why not allow an accessory dwelling units anywhere there is a residence? That is something the Housing Action Committee and Housing North are trying to support. There are ways to avoid them becoming a short-term rental. Galla pointed out that some of the data cited is outdated. Asset Limited Income Constraint and Employed (ALICE) data is really important and also shows poverty levels for the county. Also, the 2023 Housing Needs Assessment document was just completed and that data could replace the 2019 data.

Galla concluded by saying following approval of the plan, the township will need to review their zoning ordinance and make any amendments needed to implement the actions listed in the plan. Staff did not find the plan inconsistent with the county General Plan.

Lautner referenced the township minutes and said she found the planner's comments that the township received interesting, she agreed on quite a few things. She mentioned “placing the houses hidden within trees” and said sometimes it is just not feasible to do that. The wildfire in Manistee destroyed many homes, but the only one saved was the one where the land was opened up. There weren't trees or shrubbery around the house and the owner simply turned on the sprinklers. Also, the recommendations talk about using trees at a certain height along the road as a buffer so you don't see the building. Trees grow and die, who is going to police that? Lautner then pointed out the reference to DTE & Consumers

for utilities and said that Empire does have Cherryland south of M72, and East of 667.

Fenlon said the first four pages have weird spacing. Brush said that ADU's should be allowed and encouraged where appropriate, not restricted too much in any way.

Brown said they did a good job on the transportation portion, but he would like road maintenance or road sustainability addressed. The road commission has been putting together asset management plans for all the townships in the county based on road rating. Based on the ratings, they assign a cost to repair the road. Right now, for the county, you are looking at \$92 million dollars to bring all of the roads up to good condition. Empire Township is \$6 million dollars alone on local roads. The roads are at different stages of repair and a lot of those are maintenance repairs which the road commission takes care of for the most part. The townships are responsible for a minimum of 50% of the reconstruction cost. The road commission budget from the Michigan Transportation Fund (MTF) is \$5.5 million dollars which really doesn't go very far. Brown concluded by saying Empire should include road maintenance or road sustainability in the plan.

Nixon said the plan contains a significant amount of information and he also liked the comments from the planner. He would like to see some color in there to break things up, and pictures would have been nice. He wondered why it took until page 25 to understand the purpose of the plan? This should be moved closer to the front. Nixon concluded by saying that they were sometimes too language specific, bordering on what could be considered zoning language. This coincides with what Lautner mentioned about buffering and what structures would be allowed on certain lots. It's more appropriate for that language in a zoning ordinance.

MacDonald stated that he applauds them for removing the term "human environment." The Future Land Use Map seemed more nuanced at first look, but looking at it again, maybe it's a little less over structured. Miller said the tone of it reminds him of his grandmother saying to him "be nice." It is a little too vague in direction.

Yoder commented that the plan was very complex and needed more color and character to keep the reader interested. Also, he felt that he was halfway through the document before he got to the reason for the plan. In conclusion, Yoder said the "zoning" as Nixon mentioned might be a little overbearing.

Motion by Miller, seconded by Lautner, that the Empire Township Master Plan is consistent with the Leelanau General Plan, and to forward the staff report, minutes and all comments to the Empire Township Planning Commission. Motion carried 8-0.

REPORTS

Housing Action Committee

Lautner mentioned a presentation about housing trust funds which Galla could forward if anyone is interested in watching. The concept is to find private and public dollars to actually have an impact on housing. She also mentioned that if the Land Bank acquires tax foreclosed properties, they are working with Habitat for Humanity, Homestretch, and Peninsula Housing to provide affordable housing.

Parks & Recreation

No report was given since they did not hold a meeting.

REPORTS from LCPC members

Miller reported on the Construction Board of Appeals meeting with TC Whiskey to resolve some issue regarding their development. There will be a follow-up meeting in a week to ten days and hopefully they come back with some revisions. Miller said the issue is with the exhaust and ventilation because the building will have around 16,000 barrels of whiskey in it. Fenlon said that will be extremely flammable. He works for Black Star Farms and they have a still on Old Mission Peninsula where they do brandy. When that comes, out the first part of the run can be as high as 180 proof and the fire department is there and Black Star has chemicals on site for fire suppression. The township was super concerned about ventilation when they saw the facility because one spark could cause the whole building to go up.

Nixon said the Herman Park parking lot is finished and they had a soft opening. They are still finishing the addition of four pickle ball courts, and the dog park fencing will be finished next week.

Brown reported that the road commission finished chip sealing today and will be applying an emulsion coating over the top next. They have about three to four miles of asphalt going down on the west side of the county and some other culvert work being done also. The board has been working on a strategic plan, and part of that is the asset management plan he mentioned earlier.

Lautner said the Solon Board approved a contract to get the crosswalks painted which they hope will help cut down on the number of rolling stops happening. Yoder said drainage district sucked up a lot of the township's American Rescue Plan Act (ARPA) money which was going to be used to improve the township hall among other things.

COMMUNICAITONS – None.

PUBLIC COMMENT – None.

STAFF COMMENTS

Galla told members that the Blue Bird Restaurant is being worked on through the Brownfield Redevelopment Authority and the owners plan to tear it down and rebuild. The plan is to tear it down and get the site cleaned up this summer and build next summer closer to the river. They added more boat slips and the new building will be closer to the river and offer outdoor seating. The new building will be smaller, more efficient, and will be able to operate with fewer employees. Future plans include the Early Bird being demolished and a new development will replace it.

COMMISSIONER & CHAIRPERSON COMMENTS – None.

ADJOURN

Meeting adjourned by consensus at 6:14 p.m.

TEXT AMENDMENT REVIEW
PC12-2023-03 Cleveland Township
Text Amendment – 4.28 SHORT TERM RENTAL (STR) Ordinance

Reviewing Entity: Leelanau County Planning Commission
Date of Review: September 26, 2023

Section 1: General Information

Date Request Received: September 7, 2023
Last Day of Review Period: October 7, 2023 (30-day review period under the Michigan Zoning Enabling Act)

Requested Action: Review and comment on proposed amendment to the Cleveland Township Zoning Ordinance.

Applicant: Cleveland Township Planning Commission
Dean Manikas, Chairman

Section 2: Proposal

See Appendix for a copy of the proposed text amendments.

Section 3: Other Planning Input

Township Plan: The Cleveland Township Master Plan (2017) does not specifically address this amendment.

Leelanau General Plan: The Leelanau General Plan (2020) does not specifically address this amendment.

Township Planning Commission:

A public hearing was held on September 6, 2023, at which time several members of the public commented and asked questions. After the public hearing, the following motion was passed:

Chair Dean Manikas made a motion that the Cleveland Township Planning Commission recommend to the Cleveland Township Board to adopt Zoning Amendment 4.28 Short Term Rental Ordinance. Taylor Moore seconds. Motion passed, 4-0.

STAFF NOTE: The current zoning ordinance on the website does not include a Section 4.27, after 4.26. Instead, the Ordinance adopting 4.27 starts on page 111 of the document. For consistency, the ordinance should be cleaned up to show each of the new sections.

Section 4: Analysis

Compatibility

A. Is the proposed text compatible with other language in the zoning ordinance?

The proposed text would permit short term rentals in the Agricultural and Residential 1, 2, and 3 districts with requirements for permits, standards and owner responsibilities and penalties. The township has yet to set the maximum number of STRs.

B. Are there any issues with the proposed text (such as poor wording, confusing text, unenforceable language, etc.)?

See staff comments.

C. Do the land uses or other related dimensional standards (height, bulk, area, setback, etc.) in the proposed text amendment(s) conflict with the existing zoning ordinance?

See staff comments.

Issues of Greater Than Local Concern

A. Does the proposed text amendment(s) include any issues of greater than local concern? Please list.

STR industry has seen an increase in growth, with online access and popularity of rentals vs. a stay in a hotel or motel helping to drive up the popularity. This issue is not limited to just Cleveland Township.

Comparison with Local Plans or Ordinances

A. Do the contents in the proposed text amendment(s) conflict with the community's plan? Please list.

This issue is not specifically mentioned in the township's plan. In the Plan, Appendix A, Public Comments at March 25, 2017 public open house, there were two issues listed: balancing support and encouragement of short term rentals with the need to retain overall affordability and rural character, and research and consider opportunities to regulate short term rental properties (e.g. choose to require permits, limit the number of permits available.) Each of these received 1 sticky dot from those participating.

Comparison with County Plans or Ordinances

A. Do the contents in the proposed text amendment(s) conflict with the General Plan? Please list.

This issue is not specifically mentioned in the General Plan.

Current Zoning District: For Current text, Link to the Township Zoning Ordinance at:

<https://www.leelanau.cc/clevelandtwpod.asp>

Section 5: Staff Comments

It is noted in the Public Hearing Intro that by request of the Township Board in September 2022, the Planning Commission has written an ordinance to allow some short-term rentals with standards and conditions to operate within Cleveland Township's Residential and Ag districts. The township has modeled their ordinance on Leelanau, Suttons Bay, and Elmwood Townships STR ordinances. The Zoning Ordinance will be amended to add the STR Ordinance under Article IV General Provisions, as a new Section 4.28.

Section 1: Purpose for this new amendment does not read as a Purpose statement consistent with other sections in the zoning ordinance. For instance, Section 4.26 Scenic Viewshed Preservation Overlay District lists the Purpose as:

“The purpose of the Scenic Viewshed Preservation Overlay District is to identify the Township's scenic viewsheds and to establish an overlay district to protect the aesthetic quality, hillside terrain stability, and environment of the township's ridgelines and natural features.”

Other township ordinances on short term rentals do list out the statements similar to what Cleveland Township has done with this amendment. The township could also take the statements A through L and shorten into a similar type Purpose statement as that in Section 4.26.

Under Section 1: Purpose, F. there are hyphens between the words Short-Term-Rentals, but these do not appear elsewhere in the document. For consistency, remove the hyphens. At the end of this statement the word ‘proliferate’ is used in regard to continuation of short term rentals. Yet the township has informed staff that these are already allowed in the commercial, commercial resort, business, and recreational districts. The township will allow unlimited in these districts but set a maximum allowed in the Agricultural and Residential districts? Item L. states the township intends to prioritize primary resident owners when awarding permits. (See above with regard to the ‘Purpose’ statement – this doesn't seem to fit in a Purpose statement). If challenged, will the township be able to defend this statement to prioritize permits to primary resident owners? Is the last sentence necessary – “Cleveland Township provides opportunity for other owners and for investors in Short Term Rentals within other zoning districts”?

The definition for building has a period after the colon that can be deleted. Also, this definition is slightly different than the definition already listed in the zoning ordinance. Perhaps the township should consider amending the Definition section of the zoning ordinance to add these additional definitions, instead of listing them under the new Section 4.28. The same comment applies to Section 4.26 and 4.27 or any other sections of the zoning ordinance that have definitions. Placing them all in Article III Definitions, makes it easier to find. A period is needed at the end of the definition for **Septic Inspection Report**.

The ordinance states under Section 4: Short Term Rental Permit, C., The renewal of an active Short Term Rental Permit for an additional year will be guaranteed if the completed renewal application is received on or before November 15 of the previous year, and the Permit meets the requirements of Section 7 of this Ordinance. Applicants may apply for Renewal Permits no earlier than October 1st of the current year. The township minutes from September 6, state “Manikas confirmed once you get it, you don’t have to apply again as long as there are no problems.” Do you have to apply again or not?

Section 4: , Item D. refers to the Cleveland Township Fee Ordinance but the document online is called a Fee ‘Schedule’.

Item K. Short Term Rental Permit, 2.d. – the word are should be changed to **area** so it reads “...including the parking **area** with each parking space mapped out.” Item L.

Section 5: Short Term Rental Standards, D. 4) states the township will provide the phone number of the Contact Person to all neighbors within a 300 foot radius of the STR boundary. This is also listed in Section 6: Owner Responsibilities A. Why? This could get out of hand with neighbors making calls, instead of contacting the township and having the authorized person at the township handle the issue. This amendment states that Cleveland Township (zoning administrator or other person designated) is authorized to issue all permits and issue civil infraction notices. Staff looked at other short term rental ordinances and some have this requirement and some do not. The township has the responsibility to enforce these regulations and should be the first step/contact for any complaints from neighbors.

Section 5: Short Term Rental Standards, J. states that campfires will be at least 10 feet away from property lines, structures, waters edge and trees. Is ten (10) feet an adequate distance? Under M. Quiet Hours it states “...which does not disturb the quiet, comfort or repose of a reasonable person of normal sensitivities”. This statement seems like it would be hard to determine or enforce. Is there another way the township can word this requirement? If the Nuisance Ordinance already addresses it, perhaps it is not needed except to state when the Quiet Hours must be observed. Item N. Keyholing – should the word ‘non-continuous’ be “non-contiguous”?

Section 7: Administration, Violation and Administrative Penalties, A states the township may retain a firm to assist with compliance monitoring and maintenance of a hotline for complaints. How will this firm be paid? C. 2. Reads “If there are one or more violations during the permit year, the permit may be permanently revoked.” Do they receive a verbal or written warning for the first offense? How many violations are permitted before the permit would be revoked?

The township should consider the following before adoption of the amendment:

- Is this a Police Power Ordinance, that stands on its own and is not part of the zoning ordinance? (Example: The Suttons Bay Township Ordinance is set up that way and it is not part of the zoning

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ordinance.) If so, the township needs to verify that proper notice and posting was done for a Police Power Ordinance before proceeding.

- Can the township defend the prioritization of how these permits will be distributed? If not, that section should be deleted.
- Is the township interested in registering and monitoring short term rentals, or limiting the number of short term rentals in the Agricultural and Residential districts. If the intent is to register and monitor, is there a reason to limit the number of permits allowed?

Appendix - Correspondence from Cleveland Township

THIS ORDINANCE SHALL BE KNOWN AS THE
CLEVELAND TOWNSHIP SHORT TERM RENTAL ORDINANCE.

Cleveland Township Ordains:

Section 1: Purpose

The Cleveland Township Board finds and declares as follows:

- A. The Township considers the current rural residential, agricultural, natural, and scenic character of the community paramount to the welfare of the community.
- B. The transitory nature of occupants of Short Term Rentals can be inconsistent with the traditional residential and agricultural character of the community.
- C. All short term rentals are in violation of the Cleveland Township Zoning ordinances unless explicitly permitted.
- D. It is the intent of the Cleveland Township Short Term Rental Ordinance to make Short Term Rental activity be permitted by this ordinance, and that it be consistent with the existing traditional residential uses in the community.
- E. Short Term Rentals provide a community benefit by expanding the number and type of lodging facilities available.
- F. The Township has received complaints and concerns by residents involving excessive noise, disorderly conduct, overcrowding, traffic, keyholing, congestion and parking at Short Term Rental properties, and the growing effect of these concerns if Short-Term-Rentals were to continue to proliferate.
- G. The Growing number of single – family homes purchased by absentee investors is a source of considerable concern to those who care about the future of neighborhoods, communities, worker housing and the local economy.
- H. Property maintenance affects health and safety, market values, and neighborhood dynamics; studies have indicated that owner-occupiers better maintain properties when compared to absentee (non-resident) landlords, and that properties under the control of non-resident property managers are less likely to maintain compliance with applicable code and ordinances.
- I. The impact of Short Term Rentals can vary depending on the frequency of leasing and the availability of the property owner to monitor use of the property and to address complaints.

J. The Township has environmental concerns associated with the protection of water quality from over-occupancy and over-use of a dwelling's septic system which are additionally impacted by Short Term Rental uses.

K. The provisions of this ordinance will limit the number of Short Term Rentals, necessary to prevent the continued burden placed upon county and township services, and the impacts on residential neighborhoods and the natural environment posed by Short Term Rentals.

L. For the reasons stated above, Cleveland Township intends to prioritize primary resident owners when awarding permits under Section 4.L. Cleveland Township provides opportunity for other owners and for investors in Short Term Rentals within other zoning districts.

Section 2: Applicability

A. Short Term Rentals are not allowed unless specified under the terms of this ordinance.

B. This Ordinance applies to the following Cleveland Township Zoning Districts: Agricultural, Residential 1, 2 and 3 uses.

C. This Ordinance applies to the rental of an entire dwelling unit on a Short Term basis as defined herein. This Ordinance also applies to the Short Term Rental of individual rooms within a dwelling unit or portion of a dwelling unit.

D. All requirements, regulations and standards imposed by this Ordinance are intended to apply in addition to any other applicable requirements, regulations and standards imposed elsewhere in other ordinances of the Township, including the Cleveland Township Zoning Ordinance.

E. This Ordinance does not affect additional or more-restrictive requirements placed on the use of property (or a portion thereof) imposed by deeds, restrictive covenants, association rules, regulations, by-laws, rental agreements, etc.

Section 3: Definitions

Unless otherwise specified herein, the terms used in this ordinance shall be defined as follows:

Bedroom: A separate room used as sleeping and as approved by the residential land use permit.

Dwelling: Any building or part thereof, occupied as the home, residence, or sleeping place of one or more persons either permanently or transiently. The building or part thereof shall provide complete independent living facilities for one or more persons, including, permanent provisions for living, sleeping, eating, cooking, well/water, and sanitation.

Good Neighbor Posting: A notice prepared by the township and posted in the Short Term Rental unit to inform the occupants of their responsibilities under this ordinance.

Neighbors: The owners and occupants of any property/lot/parcel of which any portion lies within three hundred (300) feet of any portion of the Short Term rental property/lot/parcel.

Local 24-Hour Contact Person: A local property manager, owner, or agent of the owner, who is available to respond to tenant and neighborhood questions or concerns, and authorized by the owner to take remedial action and respond to any violation of this ordinance.

Occupant: An individual living in, staying in, or otherwise having possession of a Short Term Rental, regardless of age.

Owner: The person or entity that holds legal or equitable title to the property (or portion thereof) used as a Short Term Rental.

Parking Space: An onsite designated parking area legally available to the dwelling.

Septic Inspection Report: A report prepared pursuant to the Leelanau County Septic Ordinance

Short Term Rental: The renting or leasing of a dwelling to an occupant for a period of time less than thirty (30) consecutive calendar days.

Special Events: In association with a short term rental, a wedding, outdoor party, family reunion, or similar gathering that exceeds the maximum number of occupants allowed under the short term rental license.

Section 4: Short Term Rental Permit

An owner of any dwelling located within Cleveland Township shall not rent, or allow to be rented, a dwelling unit to another person for less than 30 days at a time, unless the owner has obtained a short term rental permit for that dwelling unit in accordance with the requirements of this Ordinance.

A. Prior to the adoption of this Zoning Amendment, all Short Term Rentals in all Residentially Zoned and Agriculturally Zoned properties are a non-compliant use and, thus, violate the duly adopted Zoning Ordinances of Cleveland Township.

B. Short Term Rental Permits will be issued by calendar year and are valid for that calendar year only. All Permits shall expire at the end of the calendar year and must be renewed each year.

C. The renewal of an active Short Term Rental Permit for an additional year will be guaranteed if the completed renewal application is received on or before November 15 of the previous year, and the Permit meets the requirements of Section 7 of this Ordinance. Applicants may apply for Renewal Permits no earlier than October 1st of the current year.

D. The Cleveland Township Board shall, by Resolution, adopt a fee for the Short Term Rental Permit in the Cleveland Township Fee Ordinance, and may amend the fee by Resolution.

E. The Cleveland Township Board shall adopt a policy covering the procedures for issuance and renewals of Short Term Rental Permits, including the Application requirements.

F. A separate Short Term Rental Permit is required for each Short Term Rental.

G. The Short Term Rental Permit shall be issued to the individual owner of the property (not a corporate entity) and cannot be transferred to another Owner or Property. The Short Term Rental Permit is not transferable if the property sells and does not run with the Property itself.

H. The Cleveland Township Zoning Administrator, and/or other persons designated by the Cleveland Township Board, shall be authorized to issue Short Term Rental Permits under this Ordinance.

I. Applications shall be reviewed in the order in which they were received by the Township (hard copy). Receipt of an application by a Township employee or designee does not mean an application is considered complete. If an applicant submits an incomplete application, they are not guaranteed a permit.

A Short term rental application shall not be considered accepted or complete until Cleveland Township's Planning /Zoning Administrator and or Township Board designee deems it to be complete. Furthermore, if the applicant fails to provide all the information required by this Ordinance and/or fails to pay the required fee, then the application shall be deemed incomplete and may be denied by the Township Office of Planning & Zoning on that basis.

J. Once deemed to be complete, if an application complies with all the standards and regulations of this Ordinance and a permit is available, the Township Zoning Administrator or Board Designee shall approve the short term rental Permit by December 31st when applied for during the October application period. All short term rental permits issued under this Ordinance shall be sequentially numbered.

K. Short Term Rental Permit

1. A separate Permit is required for each Short Term Rental Property, limited to one Permit per property.
2. The following application elements are required prior to receipt of a Short Term Rental Permit or Permit Renewal:
 - a. A fully completed and signed Short Term Rental Permit Application form provided by the Township
 - b. A local contact available by phone twenty-four hours a day, seven days a week whenever the unit is utilized as a Short Term Rental.
 - c. A copy of the recorded deed or land contract and a copy of any deed restrictions on the property.
 - d. Site plan drawn to scale for each unit, including the parking area with each parking space mapped out.
 - e. Proof of valid property insurance for each unit being licensed for short term rentals.
 - f. Proof of valid liability insurance for the owner.
 - g. Floor plan drawn to scale with dimensions.
 - h. Zone designation and street address for each unit.
 - i. Current septic inspection certificate and pumping receipt.

L. Prior to the adoption of this Zoning Amendment, all Short Term Rentals in all Residentially Zoned and Agriculturally Zoned properties are a non compliant use and, thus, violate the duly adopted Zoning Ordinances of Cleveland Township.

Therefore, the prioritization for granting Short Term Rental permits is as follows:

1. Application for Renewal, as long as there are not any prior violations
2. Person that owns a residence with Principal Resident Exemption (PRE) in Cleveland Township.
3. Person with a home in Cleveland Township and PRE is in Leelanau County.
4. Remaining available Permits will be awarded by random lottery.

Section 5: Short Term Rental Standards

In recognition of the unique nature of short term rentals, the following standards and regulations shall apply to all short term rentals in Cleveland Township. These standards and regulations, however, shall not supersede deed restrictions on any property (including subdivision developments), and shall not supersede any provisions of the master deed and/or bylaws of a condominium development which contain provisions that are more stringent and restrictive of short term rentals than those contained in this Ordinance.

A. Only one (1) dwelling unit per parcel may be permitted for use as a Short Term Rental.

B. All rental lodging is to be exclusively within the dwelling unit and not in a recreational vehicle, camper, boat, or tent, etc.

C. Maximum Allowable Occupancy of a Short Term Rental:

The Maximum Allowable Number of Occupants of a Short Term Rental shall be based upon the number of bedrooms in the dwelling unit, up to a maximum total of twelve (12) Occupants, in accordance with the following:

1. The Maximum Allowable Number of Occupants in a Short Term Rental shall not exceed a total number calculated as two (2) Occupants per bedroom, excluding children under 3 years of age.
2. In no case shall the Total Maximum Allowable Occupancy exceed twelve (12) Occupants.
3. The number of bedrooms shall be determined by the number listed on a current and valid septic system permit issued by the Leelanau/Benzie Health Department.

D. Local 24-Hour Contact Person (Contact Person): Each Short Term Rental shall have a designated Contact Person meeting the following criteria:

- 1.) The Contact Person shall have access to and be granted authority to assume management of the unit and take remedial measures, and
- 2.) must be available by telephone twenty-four (24) hours a day during the rental period, and
- 3.) must live within 30 miles, and
- 4.) The township will provide the phone number of the Contact Person to all neighbors within a 300 foot radius of the STR boundary.

E. Parking for all vehicles, including trailers, shall only be in parking spaces identified on the site plan included with the application for a short term rental permit. No on-street parking shall be

permitted in association with a short term rental. Parking shall comply with the requirements set forth in Cleveland Township Zoning Ordinance.

F. Special events, outdoor events, lawn parties, weddings or similar activities are not allowed on the site for more than the number of permitted occupants.

G. Dogs and other pets shall be governed by the Leelanau County Animal Control Enforcement Ordinance. This Ordinance requires that pets shall be properly secured on the property or on a leash at all times, and that dogs shall not be allowed to whine, yelp, bark, or howl for a period of ten minutes or longer.

H. Any discharge of Fireworks on the rental property shall be in accordance with the Cleveland Township Consumer Fireworks Ordinance.

I. The release of Sky Lanterns is prohibited.

J. Campfires shall be contained in a fire ring or comparable container and be at least 10 feet away from property lines, structures, waters edge and trees. Fires shall be supervised by an adult and must be fully extinguished.

K. Provisions for trash disposal must be provided. Trash must be contained in properly sealed receptacles. There must be no overflow that will be attractive to wildlife. Trash and Recycling locations must be posted in a prominent location in the Short Term Rental.

L. Septic Systems:

1. Any Short Term Rental that is determined to have a failing septic system, as determined by the Benzie/Leelanau District Health Department, shall immediately cease Short Term Rental operations until approved by the Health Department.
2. Short Term Rentals using a septic system for sewage disposal shall have the septic tank(s) pumped at least once every three (3) years. Proof of septic tank pumping within the past three (3) years must be provided prior to issuance of a Short Term Rental Permit or Renewal, unless the dwelling is connected to a municipal sewer system.

M. Quiet hours for Short Term Rentals shall be observed every night from 10:00 PM to 8:00 AM. Noise during quiet hours must be limited to that which does not disturb the quiet, comfort or repose of a reasonable person of normal sensitivities. The Cleveland Township Nuisance Ordinance also covers noise within the township.

N. Keyholing: It shall be a violation of this Ordinance to advertise or allow occupants of a Short Term rental the use of any separate, distinctive, non-continuous, private waterfront parcel for recreational purposes. This provision does not apply to designated open spaces or parks that the subject parcel has the recorded right to use and is in conformance with the Cleveland Township Zoning Ordinance.

O. The address of the Short Term Rental shall be clearly marked in accordance with the Leelanau County Address Ordinance, and without any additional signage.

P. The appearance of the dwelling shall not conflict with the residential character of the neighborhood. The structures shall be properly maintained and in good repair so that the use does not detract from the general appearance of the neighborhood.

Q. Short term rentals shall maintain operating smoke detectors, carbon monoxide detectors, and fire extinguishers. Evacuation routes shall be posted in a conspicuous location in each bedroom as well as common living spaces in the house.

R. Lakeside short term rentals must abide by the association rules and regulations.

S. Violations of any County or Township Ordinance, including but not limited to Nuisance, Fireworks, Sky Lanterns, Animal Control, or Disturbance of the Peace, shall constitute a violation of this Ordinance.

Section 6: Owner Responsibilities

A. The Owner shall be responsible to notify neighbors within 300 feet of the application for a Short Term Rental Permit, the 24 Hour Local Contact name and number, and the township Short Term Rental Hotline number on a form acceptable to Cleveland Township and submit a signed affidavit to the township that neighbors were notified.

B. The owner shall be responsible to notify the Short Term Rental occupants of the Standards contained in this Ordinance.

C. The Owner shall post in a conspicuous place in the Rental and shall provide these documents to renters prior to occupancy: 1.) the Short Term Rental Permit; 2.) Local Contact Numbers; 3.) notification of the maximum number of occupants; 4) If applicable, the local lake association boating rules; 5) Notification that an occupant and/or guest may be cited for a violation of this ordinance, an/or Township fireworks, noise, and any other township ordinances; 6) The maximum number of vehicles permitted on the property and location of all designated parking spaces; 7) A copy of this ordinance, as it may be amended from time to time.

D. The Owner shall notify Township of any changes to the Local 24-Hour Contact prior to or during an active rental period.

E. The Owner and 24-hour contact person shall keep a log of rental activity. The log must show the dates of overnight stays and number of occupants per visit.

F. The Owner is responsible for the occupants of the Short Term Rental being in compliance with the standards in this Ordinance.

Section 7: Administration, Violation and Administrative Penalties

A. Cleveland Township may retain a firm to assist with compliance monitoring and maintenance of a 24-Hour Short Term Rental Hotline for complaints.

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B. The following conduct is a violation of the Short Term Rental Ordinance:

1. Any advertising, rental, or leasing of a Short Term rental without first having obtained a Short Term rental permit.
2. Failure by the Owner and/or Occupants to comply with the Short Term Rental Standards section of this ordinance.
4. Failure to comply with any of the provisions of this ordinance.
5. Any false or misleading information supplied in the application process.

C. The penalties for violations specified in subsection (B) above are as follows:

1. Any person who violates any provision of this Ordinance, including operating an STR without a license, or continues to operate a short term rental after the license for that short term rental has been suspended or revoked as provided in this Ordinance, shall be responsible for a municipal civil infraction as defined in Public Act 12 of 1994, amending Public Act 236 of 1961, being Sections 600.101-600.9939 of Michigan Compiled Laws, and shall be subject to a fine of not more than Five Hundred and 00/100 (\$500.00) Dollars, plus costs of prosecution up to Five Hundred and 00/100 (\$500.00) Dollars. Each day this Ordinance is violated shall be considered as a separate violation.
2. If there are one or more violations during the permit year, the permit may be permanently revoked.

D. A violation of this ordinance shall be a nuisance per se. The Township shall have the right to commence a civil action to enforce compliance with this ordinance.

E. Nothing in this Ordinance shall prevent any person who has suffered, or alleges to have suffered, damage to person or property for a violation of this ordinance from seeking relief in a court of competent jurisdiction against the Owner of the Short Term Rental.

F. The Cleveland Township Zoning Administrator and/or other persons designated by the Cleveland Township Board are authorized to issue all permits under this Ordinance and are also authorized to issue a civil infraction violation notice(s) and/or civil infraction citation(s) for violations of this Ordinance.

G. An owner may appeal a decision to revoke a Short Term Rental permit to the Township Board within 30 days of the date the written notification of revocation was issued.

Section 8. Severability

If any section, clause, or provision of this Ordinance is declared unconstitutional or otherwise invalid by a court of competent jurisdiction, said declaration shall not affect the validity of the remainder of the Ordinance as a whole or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 9. Effective Date

This Ordinance shall become effective thirty (30) days after being published in a newspaper of general circulation within the township. The Cleveland Township Board will, by policy, establish a later date that they will begin enforcement of this Ordinance.

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Short term rentals are currently a non-compliant use in the residential and ag districts and considered a civil infraction in Cleveland Township under the Zoning Enabling Act and affirmed by Case law. The opportunity for STRs is allowed in other Township Zoning Districts. By request of the Township Board in September 2022, we have written an ordinance to allow some short term rentals with standards and conditions to operate within Cleveland Township's Residential and Ag districts. The Cleveland Township Board may decline what we submit, they may accept it, or they may amend it.

“Section one: Purpose” of the draft ordinance details the rationale for the draft’s terms and conditions. Regional ordinances, publications and organizations, plus national research and the Township Master Plan and its related recent community survey informed our work. We modeled our ordinance on Leelanau, Suttons Bay, and Elmwood Townships STR ordinance and to understand the strengths and weaknesses of each ordinance we contacted their ZA. The Cleveland Township draft STR ordinance as posted was written wholly in open public meetings. The Township legal counsel has reviewed the work.

Prior to Public comment I want to share that Commissioner conduct during a Public Hearing is guided by language from the State Township Assoc. and MI state commissions and is prescribed in our Bylaws :

1. Normally, Commissioners do not respond to questions or engage in dialog during public comment.
2. Commissioners will practice active, effective listening, which may include note-taking and other forms of active engagement.
3. Effective Listening will include: respecting speakers and their feelings; conveying attentiveness; being aware of one’s own biases; focusing on listening to understand; and refraining from inserting one’s own interests or ideas.
4. Because the focus is listening to public comment, Commissioners may rarely only ask clarifying questions.

[May limit time per speaker, allow all interested to speak. No repeat speakers]

When one is recognized to speak, please state your name and primary address. THANK YOU

Property maintenance affects health and safety, market values, and neighborhood dynamics... Properties handled by property managers are the worst culprits of meeting (code) standards. (Rose and Harris, 2021)¹

The Growing number of homes purchased by absentee investors (Mallach)

G. Rose and R. Harris, 2021, The Three Tenures: A case of property maintenance, Sage Journals A. Mallach, 2016, Community Development Innovative Review, Federal Reserve Bank of San Francisco Publication

Cleveland Township Planning Commission
Cleveland Township Hall, Leelanau County, Michigan
September 6, 2023

Public Hearing 6:45pm

1. Call to Order: Dean Manikas called the regular meeting to order at 6:45 PM Roll Call:
Chair Dean Manikas, Vice Chair Paul Stowe, Secretary Victoria Sutherland, Taylor Moore. Todd Nowak is absent with notice.

2. Public Comment and hearing on a proposed amendment to allow a defined number of well regulated STR in the Residential and Agricultural districts.
 - Paul Currier, E. Harbor Highway, had a question about the quantity of licenses going to be produced. His family has been doing this since 1974 without a problem; he doesn't feel like we should listen to others outside of our township; he thinks penalties should be issued instead of limits. Understands a lot of complaints are happening due to one address, and that doesn't seem fair.
 - Phil Anderson, E. Harbor Highway: he sees it two different ways, lives around STRs being run right now, he is descendent of owners of Leelanau Country Inn, so has some history; hopes his mother's house next door will be a STR; feels like it might be discriminatory with people living here; his biggest concern is the septic system standards and could be cost-prohibitive; also a discriminatory piece; he's not opposed to some of the rules; he also commented on the "blue house"; feels like this entire issue could be self-regulated.
 - Michael LaChance, Ann Arbor and E. Harbor Highway: a short term renter for 40 years; he is now a local homeowner, but they rent to make the payments and afford the property; he does not want to be competing with his neighbors for permits if a defined number of permits; he thinks there are two sides to this ordinance: provide a nice place for visitors and also be kind to your neighbors; they very much would like to keep renting their home.
 - Carson Cameron, E. Harbor Highway: they own one of the oldest structures in the township; they bought and now rent in order to afford the upkeep; also

wondering about the quantity; concerned about regulations.

- Mike Kelly, Livonia and two units at Sugarloaf; wanted to know if his units were included, and he was informed no, he is in the rec district.
- Mark Keeley, Golden Swan Management, manages properties across northwestern Michigan and handled 7,000 reservations since Jan 2021; having the point of view of a locally owned business is important and he would like to help; he is here acting as an agent for the Griffins; wants to build connections with the community and can share best practices with us.
- Michelle Irwin, E. Traverse Lake Road and Co. Road 651: her family has also been doing this forever, some guests 30 years of repeats; would hate to lose this connection with guests she now considers friends. She is very active in the community; interested to know about numbers currently of STRs.
- Patrick MulCahy, Lime Lake Road: section five defining occupancy based on bedrooms; counting persons doesn't seem fair; the young ones under three seems extreme; the numbers seem random and how the unit can be managed. Occupants seem limited.
- Mark Wisinski, M-22: Noted the annual permitting seems onerous; also the septic tank pumping once every three years seems strict.
- Gwen Algaier, E. Traverse Lake Road: we are the only county in Michigan that has a septic ordinance and she's very proud of that; normal inspections is every 3-5 years, but if more people are using the septic that is not an overblown stipulation; as a full time resident, it is a tough relationship with those who have cottages here; we do need to get a handle on this and applauds the progress being made, appreciates the public comment.
- Tammy Both, Nature's Rentals: has been managing rentals for years; feels the ordinance is too restrictive; she thinks every property owner should be responsible for the same rules; many of her clients end up buying here.
- Carson Cameron again: thinks we need to put the restrictions on the new buyers of properties, not the existing STRs
- Cookie Currier, E. Harbor Highway, they've owned for 45 years, never had a problem; she doesn't tolerate any misbehavior.

3. Adjournment 7:20pm: Paul Stowe makes a motion to adjourn the public meeting; Dean Manikas seconds; motion passed 4-0.

Regular Meeting

1. Call to Order: Chair Manikas called the regular meeting to order at 7:25 PM Roll Call: Chair Dean Manikas, Vice Chair Paul Stowe, Secretary Victoria Sutherland, Taylor Moore.

2. Consideration of the Agenda: Accepted as presented.

3. Pronouncement of any Conflict of Interest: None declared

4. Consideration of August 2, 2023 Planning Commission Minutes: Members reviewed the minutes. Motion by Paul Stowe and second by Dean Manikas to accept the minutes. Motion passed 4-0.

5. Chair Report: Conversations with Mr. Vandermulen, Mr. Figura, Mr. Nelson; STR correspondence suggesting any dwelling can be rented for less than two weeks; also two more letters after 4pm Tobin Craig and Doug Jones;

6. Report by Zoning Admin: They are moving along with Land Use Permit technology.

7. Continuing Business: STR-from comments Chair Dean Manikas sensing PRE is still a priority; noted standards of occupancy were not random as suggested, it was guided by the health department; Confirmed once you get it, you don't have to apply again as long as there are no problems; final decision on numbers in October meeting, Chair Dean Manikas went over the process of finalizing and making recommendations for the board.

Chair Dean Manikas made a motion that the Cleveland Township Planning Commission recommend to the Cleveland Township Board to adopt Zoning Amendment 4.28 Short Term Rental Ordinance. Taylor Moore seconds. Motion passed, 4-0.

Next month: a preliminary hearing on a site plan review for Palmer Woods; the following month we will have a public hearing.

Public Comment:

- Joe VanderMuelen, Wheeler Road: would like us to consider that this may not be a slam dunk and there may need to be a variance; within the zoning ordinance: your uses are limited to the following:the off street parking is **not** noted, only parks. So there is no allowable use for the parking lot right now; under the site plan review process we need to make sure there are no variances required and he thinks there needs to be one from the Conservancy.
- Patrick Mulcahey: referencing the STR ordinance for septic and suggesting that people are not around 52 weeks a year; thinks our system for using health department standards are not logical.
- Bob DeKorne, Wheeler Road: about the Conservancy issue and Palmer Woods; used to be all residential and explained that now there is a neighbor owner who is not a resident and doesn't pay taxes; the Conservancy does amazing things but right now they are trying to put another parking lot in, maybe four? Asking us to put the brakes on until the zoning questions about a privately owned public park can be answered. Also, wonders: who is going to police all the parking lots?
- Michelle Irwin: how do we ask questions to the PC? She wants to know about numbers, grandfathering in long term rental hosts; Chair Manikas shared again they are currently not allowed; but she is hoping that the good experiences with prior short term rentals are taken into consideration; shared she may always contact the Zoning Administrator or Chair Manikas with specific questions.
- Jeff Pasche, E. Harbor Highway: has had a very successful history renting (200 summers); Stoney Point resident. Much has changed since covid and they live within a lot of STRs. Wants to know about trusts and individual applications, and things we need more research on this particularly Ladybird trusts; would like us to reconsider the one penalty-- you are done policy; we can't give neighbors an idea that they can weaponize this; wants us to apply the water quality inspections to all

residents, not just STR applicants

12. MOTION TO ADJOURN BY Paul Stowe AND SECOND BY Victoria Sutherland. Motion passed 4-0. Adjournment at 8:06 PM.

Gail Myer

From: Trudy Galla
Sent: Friday, September 8, 2023 9:45 AM
To: Gail Myer
Subject: FW: Zoning Ordinance
Attachments: Cleveland Township Short Term Rental Ordinance (1).docx (2).pdf; CTP Regular Minutes 9_6_23.pdf; Intro, Public Hearing 923.docx

Expires: Saturday, January 6, 2024 12:00 AM

-----Original Message-----

From: Dean Manikas <manikasdean@gmail.com>
Sent: Thursday, September 7, 2023 5:36 PM
To: Trudy Galla <tgalla@leelanau.gov>
Subject: Zoning Ordinance

Attached please find Cleveland Township's Draft Short Term Rental ordinance for review by the County Planning Commission. Additionally attached are the Draft Minutes from our Public Hearing and Regular meeting where the motion to recommend was adopted. Also attached is an introduction made at the beginning of the Public hearing, as background for you all (the citations were not included in the ordinance or public hearing).

Please let me know the date and time this request will be addressed as I would like to attend (hopefully before October :-)

Thank you all for your service to Leelanau County and our local planning commission

.

Citizen Planner Grand Traverse Classroom Program

Wednesdays, Oct. 4 - Nov. 8, 2023
6-9 p.m. ET

About Citizen Planner

The Michigan State University (MSU) Extension [Citizen Planner Program](#) offers land use education for locally appointed and elected planning officials, zoning administrators and interested residents throughout Michigan.

Citizen Planner is a time-tested educational program proven to be comprehensive without being overwhelming. The program is delivered locally to provide a convenient way for busy community leaders to obtain the latest technical knowledge and the proficiency they need to perform their duties more effectively and responsibly.

Why Citizen Planner?

Local officials have a responsibility to help their communities manage the impacts of economic change and be part of the solutions to challenges their communities face. Local communities that proactively plan to succeed in the New Economy can improve their quality of life and overall sustainability. The Citizen Planner Program empowers local officials to shape the future of their communities by providing them with the tools and education they need to lead.

Citizen Planner Classroom Curriculum

Citizen Planner instructors include MSU Faculty, MSU Extension educators, planners and attorneys. The classroom program consists of six sessions:

1. **Understanding the Planning and Zoning Context** – Learn the legal sources and limitations of planning and zoning authority, and explore your understanding of ethical decision-making.
2. **Planning for the Future of Your Community** – Recognize the function and importance of a master plan, know the process for developing one and its relationship to zoning.
3. **Implementing the Plan with Zoning** – Discover the importance of zoning, learn how zoning is administered and gain confidence in your zoning reviews, including site plans.
4. **Making Zoning Decisions** – Learn how to adopt and amend a zoning ordinance, understand the role of the zoning board of appeals and obtain skills in basic property development methods.
5. **Using Innovative Planning and Zoning** – Strategize with placemaking and design-based solutions for local and regional success in the New Economy.
6. **Successfully Fulfilling Your Role** – Strengthen your ethical decision-making skills, apply standards to your decision-making and know when to ask for help.

MSU Extension awards Citizen Planner Program participants a certificate of completion.

Participants who complete the Citizen Planner Classroom Program are eligible to earn the Master Citizen Planner (MCP) credential. In addition to completing the course, the MCP credential requires passing an online exam and capstone presentation, and meeting annual continuing education requirements. Master Citizen Planners may receive incentives, such as future course discounts, exclusive training opportunities, and scholarships for annual conferences and regional training offered by partnering organizations. The MCP designation is an achievement recognized as the standard of excellence among planning officials and community leaders in Michigan.

The Grand Traverse Citizen Planner Program will be held on Wednesday evenings from 6 until 9 p.m. ET on the following dates: October 4, 11, 18, 25, November 1, and 8. Classes will be held at the East Bay Township Hall at 1965 N Three Mile Rd., Traverse

City, MI 49696. For more information, including a detailed class schedule and fees, please view the Event Flyer below.

Grants / Scholarships

Scholarships may be available from your community's liability insurance provider. Michigan Township Participating Plan offers to its municipal members one per community, which covers the complete registration cost for participation in the Citizen Planner Program. For more information, please visit us on the web at www.theparplan.com. For member governments of the Michigan Municipal Risk Management Authority (MMRMA), contact Cara Ceci at 800-243-1324 for more information regarding grants for education and training through the Risk Avoidance Program (RAP). For municipalities obtaining insurance through Nickel & Saph, Inc. Insurance Agency, contact Stephen R. Saph, Jr. at 586-463-4573 or stephenjr@nickelsaph.com. Contact your community's liability insurance provider to see if similar grants or scholarships are available.

Cancellations

Registrations cancelled on or after *Sept 20, 2023*, will be assessed a \$45 cancellation fee.

Download Event Flyer

Accommodations

Michigan State University is committed to providing equal opportunity for participation in all programs, services and activities. Accommodations for persons with disabilities may be requested by contacting the event contact two weeks prior to the start of the event. Requests received after this date will be honored whenever possible.

Contact Information

For more information, contact Citizen Planner at cplanner@msu.edu.

Gail Myer

From: Housing North <info@housingnorth.org>
Sent: Wednesday, September 20, 2023 12:13 PM
To: Gail Myer
Subject: BIG NEWS: Housing Summit Early Bird Rates EXTENDED!

[View this email in your browser](#)



Register, reserve your room and get ready!

We're excited! The [9th annual Northwest Michigan Housing Summit](#) is getting closer. Join us on October 26-27th in Traverse City at the Park Place. We are happy to announce that we are extending our Early Bird discounted rates until [September 25, 2023](#).

MORE GOOD NEWS: Reserve your room by October 06 and enjoy a special

rate that you can share with family and friends during our Summit dates. Stay on-site and enjoy the opportunities for networking PLUS staying in the heart of Traverse City.

This year's Summit will feature sessions and workshops focused on building capacity within the housing sphere, including implementation of the new tools, workshops on proformas and site preparation from the [Incremental Development Alliance](#), and how to establish a Housing Trust Fund. These are just a few great examples! [Click here](#) and access the draft agenda.

This year, MSHDA will also be joining us and leading a workshop on their programs and the State and Regional Housing Partnerships. Don't miss this great opportunity, we can't wait to see you there!

Be sure to [register today!](#)