

**Pentwater Township
Planning Commission
500 N. Hancock St, Pentwater, Michigan 49449**

February 10, 2026

Chairperson Tony Monton called the in-person meeting to order at 6:00 PM. The Pledge of Allegiance was recited.

ROLL CALL

Terry Cluchey	Present
Heather Douglas	Present
Buz Graettinger	Absent
Patrick Hooyman	Absent
Tony Monton	Present
Peter Zangara	Absent
Mark Sturr	Present

Keith Edwards, the Zoning Administrator, was present at the meeting.

APPROVAL OF AGENDA, MINUTES AND CHAIRPERSON'S REMARKS

Terry Cluchey moved to approve the agenda as presented, seconded by Heather Douglas. All ayes and the agenda was approved.

Heather Douglas made a motion to approve the minutes of the December 9, 2025, Special Meeting, as presented and supported by Terry Cluchey. All ayes and the minutes of the December 9, 2025, Special Meeting were approved.

Chair, Tony Monton asked if anyone had any conflict of interest with items on the agenda; hearing none, he proceeded to the first of two public comments.

PUBLIC COMMENTS – None

PUBLIC HEARING - None

OLD BUSINESS

A. Proposed Zoning Ordinance Amendment – Section 3.29 – Keeping of Animals – Discussion and possible recommendation to the Township Board of Trustees.

Zoning Administrator Keith Edwards sent a memo with proposed Zoning Ordinance Amendment – Section 3.29. At the conclusion of the last meeting, he was asked to rework the ordinance and retain the numbers in the existing ordinance. He pointed out that the numbers were the same except there were no limits for 5-acre parcels or more in the existing ordinance.

Keith pointed out several reasons to put limits and developed a proposal to put limits on the number of animals on acres of 5 or more. Monton asked about the limit of household pets. Keith read the ordinance definition for a kennel. Discussion followed regarding alpacas, llamas and other animals.

Monton said if there's no objections, he'd entertain a motion to recommend to the board to adopt amendment drafted by Keith with one change to retain the number of household pets at 6.

Motion by Douglas, supported by Sturr, to recommend to the Board of Trustees to recommend the Township Board of Trustees adopt the Zoning Ordinance amendment of Section 3.29 – Keeping of Animals as drafted by Keith with one change, to retain the number of household pets at 6. All Ayes and the motion carried.

B. Housing – Continued Discussion – Master Plan supported Zoning Ordinance Amendments.

Relative to the idea of changing the PUD Chapter of the Zoning Ordinance, Keith reported that the attorney said it would be somewhere between 35 and 50 hours of his time and between ten thousand and seventeen thousand dollars for the attorney to draft such an amendment, not including any time for a personal appearance. Keith said that he would like to narrow it down to by the April meeting certain things that we would want the attorney to address, to give him a framework of what we want the language to be and minimize the cost. Another option to consider hiring a planning firm to work for us on staff. Planning firms could assist in writing Planned Unit Development (PUD) ordinances and have the attorney review it before we recommend it to the board. Keith said, in 2028 we will need to do an update to our master plan. There's a lot in the zoning ordinance that should be updated as well. Discussion followed. Keith said he would like to bring examples and narrow it down for the attorney. Monton said we should look at retaining a planning firm that would help us in 2028.

Keith summarized his ideas based on the last memorandum highlighting bullet points that are PUD related and what future Single and multiple family zoning ordinance amendments might look like. He labeled the possible residential zoning districts and suggested giving them names that reflect the Master Plan and proposed new residential densities. He explained, the table submitted for review reflects maintaining the current regulations in the RR, Rural Residential District, includes the existing R-1, and R-2 Single Family districts, introduces three new residential districts at 5-acre, 1-acre and ½ acre minimum lot sizes. If that's too confusing to have that many zoning districts, we can reduce the number of districts.

Keith suggested separating the multiple family from the single-family district. The Planning Commission may wish to consider and look at the development regulations of all the residential districts including minimum lot size, whether sanitary sewer is available, lot line setbacks and lot coverage. Most Planning Commissioners agreed that a minimum 5-acre lot size rather than the minimum 10-acre lot size of the RR District might be acceptable, and that raising the minimum lot size in the existing R-2 District from 8,000 sq. ft. to 12,000 sq. ft. to comply with the Michigan Land Division Act would be a good idea, especially where no sewer service is available. Keith also said that he would bring ideas to allow for accessory dwelling units and modified duplex regulations at the next meeting.

Lastly, Keith noted that according to Township records, 72% of our properties are not homesteaded, and many of those might be short-term rentals, but we have no data on short-term (<28 days) or long-term rentals.

Monton said we could review this again in April.

C. Proposed Zoning Ordinance Amendment – Section 3.36 – Camping. No Response from the Applicant. No Report.

NEW BUSINESS - None

DEPARTMENT COMMITTEE REPORTS

- A. Zoning Administrator – The Zoning Administrator's report is included with the Planning Commission agenda packet.
- B. Zoning Board of Appeals – The ZBA did not meet in December 2025 or January 2026.

OTHER ITEMS FROM PLANNING COMMISSION MEMBERS - None

Public Comment None.

ADJOURNMENT

Heather Douglas moved to adjourn the meeting at 6:45 PM. Terry Cluchey seconded the motion. All ayes and the meeting was adjourned at 6:45 PM.

Respectfully submitted by,

Keith Edwards, Zoning Administrator

February 19, 2026

Approved by the Planning Commission

April 14, 2026