

**Little Traverse Township Planning Commission
December 4, 2019 7:00 PM
Township Hall**

Minutes

Chairman Van Berlo called the meeting to order at 7:00 PM.

Roll Call: Present: Martin Van Berlo, Joe Chattaway & Chip Radle,
 Absent: Tom Fairbairn & Shirley Snyder
 Also present: Bill Dohm, Randy Frykberg & Mike Pattullo

Agenda: A **motion** was made by Mr. Chattaway and supported by Mr. Radle to approve the agenda as presented. The motion was carried by unanimous voice vote of those present, (*see attachment page 3*).

Minutes: A **motion** to approve the minutes of November 5, 2019 as presented was offered by Mr. Radle and supported by Mr. Chattaway. The motion was approved by unanimous voice vote of those present.

Public Comment: Chairman Van Berlo opened the meeting to public comment.
 There were no public comments.

Case #B-7-2019 Site Plan Review for L & J Partners, LLC to erect storage buildings and workshops at 566 W. Conway Road.

Mr. Frykberg presented his Memorandum containing Background, General Facts, Findings and Summary, dated 11-25-19, (*see attachment page 4-6*). He advised the Fire Chief Cupps reviewed the site plan and gave his approval.

Mr. Pattullo, the applicant, answered questions and concerns from the Board and staff. He advised the exterior lighting would be down lighting LED. He indicated there may not be individual exterior lighting. He said the septic location needs to be reviewed, but each unit would have the ability to have a restroom facility if they so desired. If the dumpster(s) are needed, they would be adequately screened. The units would be rentals under one ownership.

There was discussion regarding the time frame site plan review provides. Mr. Dohm explained construction time approval is for two years, but as long as progress is being shown, the approval is ongoing for two years following the latest construction activity.

Mr. Dohm explained the tree planting project the Township engaged in along West Conway Rd., and that this should be retained as much as possible. Mr. Pattullo will provide a landscape plan to Twp. staff for review at a later date.

Further discussion ensued regarding possible access through a now gated driveway from the west. Mr. Pattullo indicated he would not want that access used except for emergencies. There was a question as to who controlled the gating of that access. Mr. Pattullo would have to explore that further.

Following discussion, compilation of findings, and reviewing site plan review standards, a **motion** was offered by Mr. Radle to approve the revised site plan as discussed and presented. The motion was supported by Mr. Chattaway and approved by unanimous voice vote of those present.

Other Open Discussion for issues not on the agenda:

a. **Correspondence:** None.

b. **Planning Commission Members:** None.

c. **Township Board Members:** Supervisor Dohm briefed the Board on the latest Circuit Court ruling in favor of the Twp. ZBA in the Duda case. He also advised that an application was received for the PUD project that was reviewed at the November 5th. meeting, and that it has to be reviewed for completeness before a public hearing can be scheduled.

Adjourn: There being no further business to be brought before the commission, Chairman Van Berlo adjourned the meeting at 7:40 P.M.

Date approved 1-7-20

Secretary 
Tom Fairbairn

Respectfully Submitted,

William P. Dohm,
Supervisor