

**Little Traverse Township Planning Commission**  
**January 7, 2020 7:00 PM**  
**Township Hall**

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**Minutes**

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

**Roll Call:** Present: Martin Van Berlo, Joe Chattaway, Chip Radle, Tom Fairbairn & Shirley Snyder

Absent: None

Also present: Bill Dohm, Randy Frykberg, Matthew Summers & several other guests, including 3 government class students. (see attachment page 3).

**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, (see attachment page 4).

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

**Minutes:** A motion to approve the minutes of December 4, 2019 as presented was offered by Mr. Fairbairn and supported by Mr. Chattaway. The motion was approved by unanimous voice vote.

**Open Discussion for issues not on the agenda:**

- a. **Correspondence:** Letter of support for Case #B-01-2020 from Haggard's Plumbing.
- b. **Planning Commission Members:** None.
- c. **Township Board Members:** Supervisor Dohm briefed the Commission on the status of the latest ZBA Circuit Court appeal by MLND. He also briefed them on plans to start the process of upgrading the Zoning Ordinance in 2020, to make it more user friendly, and compatible with the Emmet County and West Traverse Twp. format.

**7:23 PM**

Chairman Van Berlo recessed the meeting until 7:30 PM awaiting the public hearing start time.

**7:30 PM**

Chairman Van Berlo opened the meeting to a **public hearing** on the following:

**Case #B-01-2020**

Conduct a Public Hearing on an application by Matthew C. Summers, representing 821 W. Conway, LLC for a Preliminary review of a Planned Unit Development (PUD) for a mixed use

business park, commercial storage facility units, and residential use encompassing properties linked by frontage from 821 W. Conway Road to 766 E. Hathaway Road. The property includes FF-1 and B-2 zoned properties described in tax parcels #24-08-16-15-276-009, 24-08-16-15-200-004 and 24-08-16-15-200-022.

Mr. Dohm advised that the Public Hearing had been posted, published and mailed to surrounding property owners and occupants as required.

Mr. Frykberg advised this was one of two public hearings to be held on the application. This one is a Preliminary review. He presented his Memorandum containing Background, General Facts, Findings and Summary, dated 12-21-19, and a letter from Haggard's Plumbing and Heating in support of the project (*see attachment page 5-11*).

Mr. Summers, the applicant, answered questions and concerns from the Board and staff.

Supervisor Dohm gave a brief history of various scenarios that had been explored for the former Sam's Body Shop and attached property. Rezoning did not seem appropriate to accommodate compatible surrounding uses. A PUD concept seemed more appropriate, and this plan is here for community input in an attempt to provide for that compatibility on a very limited basis. He explained that once a PUD is approved, the site is locked in to exactly what is approved, and any future changes would involve an amended PUD requiring the same public hearing process being followed here to create it.

Several in public attendance asked questions, including proposed storage uses, setbacks, drainage, landscaping, lighting, ownership organization restrictions, etc.

Mr. Summers provided answers as fielded. He advised he would take the concerns into consideration and provide more detail regarding the issues raised for the final review at a later date, to be determined.

**8:20 PM**

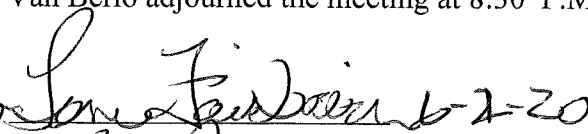
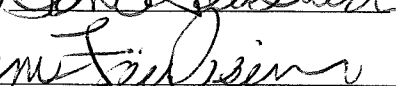
Chairman Van Berlo closed the public hearing and resumed the open meeting.

Board members asked several questions, and made comments, including a requirement for a written endorsement from the Fire Chief, condominium documents showing restrictions, drainage, landscape and ECRC approved driveway entrance plans. Also an assessment of the density allowed for the residential segment of the plan needs to be finalized.

**Adjourn:** There being no further business to be brought before the commission, Chairman Van Berlo adjourned the meeting at 8:30 P.M.

Date approved

Secretary

  
6-2-20  
  
Tom Fairbairn

Respectfully Submitted,

William P. Dohm,  
Supervisor