

Little Traverse Township Planning Commission
Special Meeting - June 16, 2020 7:00 PM
Township Hall

Minutes

FILE COPY

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, Sarah Krupa, Matthew Summers and 3 Visitors. *(see sign in sheet page 4)*

Zoom: Mr. Dohm advised that the meeting was open and available on zoom using a Meeting ID and Password presented in the legal notices. Sarah Krupa was displaying the meeting on the big screen monitor. No zoom participants logged in.

Agenda: Chairman Van Berlo asked if there were any additions or deletions to the agenda. None having been offered, upon a **motion** by Mr. Chattaway with support by Mr. Radle, the agenda was unanimously approved by voice vote as presented. *(see attachment page 5).*

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

Minutes: Several Board members advised they did not get a copy of the June 2, 2020 minutes in their packet. Mr. Dohm recommended they delay approval of those minutes until the next meeting. A motion to delay approval to the next meeting was offered by Mr. Radle and supported by Mr. Fairbairn, the motion was unanimously approved by voice vote.

Case #B-01-2020

An application by Matthew C. Summers, representing 821 W. Conway, LLC for **final** review of a Planned Unit Development (PUD) for a mixed-use business park, commercial storage facility units, and residential uses 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.

7:05 PM

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

Mr. Dohm advised that the Public Hearing Notice had been posted, published and mailed to surrounding property owners and occupants as required. He presented letters of approval of the site plan from Fire Chief Cupps, Emmet County Road Commission and the Health Department of NW Michigan. *(see attachment page12-13 &14 respectively).*

Chairman Van Berlo requested Randy Frykberg go over his Memorandum on the case.

Mr. Frykberg advised this was the second and final public hearing to be held on the application. Included in this review process is approval of the site plan. He presented his Memorandum containing Background, General Facts, Findings and Summary, dated June 9, 2020, and a letter from Haggard's Plumbing and Heating in support of the project (*see attachment page 6-11*).

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

Mr. Dohm brought to the Board's attention that fencing around the storage unit portion of the project should be considered. He discussed the pros being security, safety, and property line definition. The cons being wild life limitation such as deer.

Mr. Summers responded that if the Planning Commission wanted fencing, he would provide it. He addressed it as a benefit to potential unit owners as well and to neighbors.

When asked if there were any questions or comments from the three public attendance members, the only response was that they were there to observe the process, not the proposed project itself.

7:30 PM

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

Board members asked several questions, and made comments, including future changes to the uses or site plan. Mr. Frykberg and Mr. Dohm concurred that any **USE** changes, or site plan changes not indicated on the approved site plan would fall under Article X-B, Section 1017B, and may require future additional review and approval by the Planning Commission under paragraph D. before any changes occur.

Mr. Dohm advised that the section of the site plan abutting Hathaway Rd. did not show the existing single-family residence which is part of the PUD. Mr. Summers advised he would add it to the final drawing and provide copies.

There being no further discussion, a motion was made by Mr. Fairbairn that the site plan as corrected be approved, and a recommendation to approve the PUD district as revised, according to the discussion of record, be forwarded to the Township Board. Upon a support by Mrs. Snyder, the motion was passed by the following roll call vote:

Shirley. Snyder Yea
Tom Fairbairn Yea
Chip Radle Yea
Joe Chattaway Yea
Marty Van Berlo Yea

Open Discussion for issues not on the agenda:

- a. **Correspondence:** None
- b. **Planning Commission Members:** None.
- c. **Township Board Members:** Supervisor Dohm advised that subscriptions have been approved for a bundle of MTA training sessions. More information will be provided .

Adjourn: There being no further business to be brought before the commission, Chairman Van Berlo adjourned the meeting at 7:35 P.M.

Date approved 9-1-2020
Secretary Tom Fairbairn
Tom Fairbairn

Respectfully Submitted,
William P. Dohm,
Supervisor

DRAFT