

# Little Traverse Township Planning Commission

Tuesday, March 5, 2024

## Minutes

FILE COPY

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

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

Absent: None

Also present: Bill Dohm, Ken Lane, Travis Johnson and Mike Moore.

**Agenda:** Chairman Van Berlo asked if there were any additions or deletions to the agenda. There were none offered. Upon a **motion** by Mr. Chattaway with support from Mr. Radle, the agenda was unanimously approved as presented by voice vote, (see attachment page 4.)

**Minutes:** Upon review of the minutes of the regular meeting of February 6, 2024, a **motion** was offered by Mr. Radle to approve as presented. A second was offered by Mr. Chattaway. The motion was unanimously approved by voice vote.

**Public Comment:** Chairman Van Berlo then opened the meeting to public comment for items not specifically listed on the agenda. No Public comments were offered.

**Case #B-01-2024:** Site Plan Review for Lynnman Construction LLC for a storage building under the name of 8920 Moeller LLC on property occupied by Birchwood Construction at 8920 Moeller Drive.

Chairman Van Berlo asked Twp. Planning Consultant Ken Lane to introduce the site plan and report his case memo of fact finding dated 02.27.2024 (see attachment pages 5-11),

Mr. Lane went over the memo.

Chairman Van Berlo then asked Mr. Moore if he had anything to add. Mr. Moore responded that the memo reported by Mr. Lane was pretty much complete, and he had nothing to add unless there were questions.

Chairman Van Berlo then asked PC members if they had any questions or concerns. There were no questions from PC members.

Following discussion, Mr. Radle made the following **motion:**

I move to approve Cases #B-01-2024, Lynnman Construction, LLC, on behalf of 8920 Moeller LLC, a Site Plan Review for a commercial accessory storage building at 8920 Moeller Drive in Little Traverse Township, tax parcel 24-08-16-14-301-024, as shown on the site plan dated February 11, 2024, and the elevation drawing dated January 30, 2024, because the application standards of the Little Traverse Township Zoning Ordinance have been met.

Following a second by Mr. Fairbairn, ~~the following~~ the motion passed unanimously via voice vote.

Chairman Van Berlo declared the resolution adopted.

**Agenda item #7:** Planning Consultant Ken Lane presented a follow up of proposed amendments to **Section 1, Article XIII, General Provisions** of the Zoning Ordinance.

Interaction discussion was held during the review. Notes were taken by Mr. Lane, and a clean copy will be provided at the next meeting.

**Agenda item #8:** Planning Consultant Ken Lane presented a follow up of proposed amendments to **Section II, Definitions** of the Zoning Ordinance.

Interaction discussion was held during the review. Notes were taken by Mr. Lane, and a clean copy will be provided at the next meeting.

**Agenda item #9: Open Discussion for issues not on the agenda:**

- a. **Correspondence:** Beckett & Raeder newsletter for March 2024
- b. **Planning Consultant Lane:** A site plan is anticipated for storage units on M-119 for the next meeting.
- c. **Planning Commission Members:**
- d. **Township Board Members:** Mr. Dohm advised that the Township Recreation Plan was adopted October 10, 2018 and that it applied to the period between 2018 and 2023. Therefore, it should be addressed again for another five year period. He advised the importance of keeping the plan current is for possible grant applications that may be useful to the Township.

It was the consensus of the PC Board members to hold off on updating it until the current project of updating the Zoning Ordinance is completed.

The next meeting will be held Tuesday, April 2, 2024 at 7:00 pm.

# Little Traverse Township Planning Commission

**Adjourn:** There being no further business to be brought before the commission, Chairman Van Berlo adjourned the meeting at 8:05 pm.

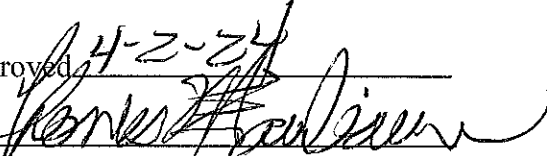
Respectfully Submitted,

William P. Dohm  
Supervisor

Date Approved

4-2-24

Secretary



Tom Fairbairn

**LITTLE TRAVERSE TOWNSHIP**  
**EMMET COUNTY, MICH.**

Regular Meeting of the Township Planning Commission  
**Tuesday – March 5, 2024**  
**7:00 P.M.**

**AGENDA**

1. Call to Order.
2. Roll Call.
3. Approve the agenda.
4. Approve the Minutes of February 6, 2024.
5. Public Comment.
6. Case #B-1-2024. Site plan review for 8910 Moeller LLC.
7. Zoning Ordinance Revisions Article XIII Review follow up.
8. Zoning Ordinance Revisions Section II, Definition follow up..
9. Open Discussion for issues not on the agenda.
  - a. Correspondence. B&R Planning Report for March 2024.
  - b. Consultant.
  - c. Planning Commission Members.
  - d. Township Board Members.
10. Adjourn.

**(Note – If a Board member is not able to attend this meeting, please call the office, 526-0351.)**  
**\*Indicates additions to agenda from the Draft that was circulated.**