

Little Traverse Township Planning Commission

Tuesday, May 8, 2024

Minutes

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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 & Robert Gargaro

Agenda: Chairman Van Berlo asked if there were any additions or deletions to the agenda. There were none offered. Upon a **motion** by Mr. Fairbairn 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 April 2, 2024, a **motion** was offered by Mr. Chattaway to approve as presented. A second was offered by Mr. Radle. 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 comment was offered.

Agenda item #6: Case #B-02-2024
Site Plan Review by Robert Gargaro, under the name of M-119 Properties LLC, for 2 self-storage buildings at 8575 M-119, including signage.

In the absence of Planning Consultant Ken Lane, Chairman Van Berlo introduced the site plan and case memo of factfinding, dated 04.30.2024, prepared by Planning Consultant Ken Lane, *(see attachment pages 5-12)*.

Chairman Van Berlo went over the memo with particular attention given to §s 1302 Parking Requirements, 1508 b. & c. , lighting, and the sign request.

Interaction followed between the Chairman, Board Members and Mr. Gargaro, Particularly;

§ 1302 Parking Requirements.

Mr. Gargaro explained there is parking space in front of each unit, and that additional shared parking is available on the site north of the proposed buildings.

§ 1508 b. Traffic Circulation plan.

Mr. Gargaro explained the driveway circulation plan was expanded to accommodate traffic around the entire project, including emergency vehicles.

§ 1508 c. Buffer techniques.

Chairman Van Berlo recommended four landscape trees to be planted on the west side of the property for aesthetic value, rather than screening. Mr. Gargaro agreed.

Lighting: No specific lighting locations or types were noted on the site plan, just reference to meeting Twp. zoning standards.

Mr. Gargaro pointed to sites on the plan where lighting would be provided.

Mr. Dohm advised that all lighting has to be downlighting, and that it cannot be directed upward, or off site.

Mr. Gargaro agreed.

Signage: Discussion centered around too many signs in a row, along the corridor, to allow good visibility and effective identification.

Chairman Van Berlo suggested a reduction in the height of the proposed sign.

After discussion, Mr. Gargaro agreed to reduce from 4 feet to 3 feet tall, which is the dimension of the existing sign frame per the information provided to the PC.

Chairman Van Berlo then asked PC members if they had any other questions or concerns. There were none offered.

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

Because the applicable standards of the Little Traverse Township Zoning Ordinance have been met, I move to approve Case #B-2-2024, Robert Gargaro, on behalf of M119 Properties, LLC, for a Site Plan Review for two self storage buildings at 8573 M-119 in Little Traverse Township, tax parcel 24-08-16-15-400-047, as shown on the site plan dated January 11, 2024, the floor plan dated December 19, 2023, and the signage information submitted, subject to discussed downlighting, four landscape trees to be planted and maintained between the storage buildings and M-119, and the sign to be reduced to three feet, Further, permitted and special uses on the property are subject to Harbor Springs Airport Protection Zone requirements and limitations, and Planning Commission approval.

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

Chairman Van Berlo declared the resolution adopted.

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

- a. **Correspondence:** Beckett & Raeder newsletter for April 2024
- b. **Planning Consultant Lane:** Absent
- c. **Planning Commission Members:** None.
- d. **Township Board Members:** None.

The next meeting will be held Tuesday, June 4, 2024 at 7:00 pm.

Adjourn: There being no further business to be brought before the commission, Chairman Van Berlo adjourned the meeting at 7:50 pm.

Respectfully Submitted,

William P. Dohm
Supervisor

Date Approved 6-4-24

Secretary 
Tom Fairbairn