

# Little Traverse Township Planning Commission

Wednesday, August 7, 2024

*Approved* 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

**Agenda:** Chairman Van Berlo asked if there were any additions or deletions to the agenda. None were offered. Upon a **motion** by Mr. Chattaway with support from Mrs. Snyder, the agenda was unanimously approved by voice vote as presented. (*see attachment page 3 - 5*).

**Minutes:** Upon review of the minutes of the regular meeting of July 2, 2024, a **motion** was offered by Mr. Fairbairn 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: Presentation by Travis Johnson on Affordable Housing.**

Travis Johnson presented a slide presentation on Emmet County Housing and Accessory Dwelling Units, (see agenda attachment "A", (*page attachment page4*)).

Discussion followed. It was the consensus of the Board to continue looking at options for housing opportunities.

**Agenda item #7: Further Discussion on Twp. Zoning Ordinance revisions:**

Planning Consultant Ken Lane went through the process of reviewing the following:

- Review draft updated amendments to Art. II. Definitions, Art. IV, VI, R-1, R-2, R-3, RR Zoning Districts, Art. VII-X-A, FF-1, FF-2, B-1, B-2, I-I, I-2 Zoning Districts.
- Review Art. XI, Schedule of Regulations.
- Review MTA sample CREO ordinance.

Discussion continued on various existing language and possible changes. Notes were taken by Mr. Lane, and revisions would be incorporated, and considered in the draft updated Zoning Ordinance.

**Agenda item #8: Open Discussion for issues not on the agenda:**

- a. **Correspondence:** Notice of rescheduled public hearing.
- b. **Planning Consultant Lane:** Beckett & Raeder newsletter for August 2024.
- c. **Planning Commission Members:** Chairman Van Berlo noted construction activity on a property on Pleasantview Rd. that appeared to be a violation of the zoning ordinance relative to storage, and or use, of a camper in a R-1 zone. Mr. Dohm advised conversations had been held with the owner, and her attorney about the property permitted uses. He advised he would check investigate it.
- d. **Township Board Members:** Mr. Dohm discussed building code requirements for a residential customary accessory storage building vs. a commercial storage building with Chairman Van Berlo and Mr. Lane.

The next meeting will be held Tuesday, September 3, 2024 at 7:00 pm to include a public hearing as noticed on agenda attachment "B" these minutes, (see attachment page 5).

**Adjourn:** There being no further business to be brought before the commission, Chairman Van Berlo adjourned the meeting at 8:15 pm.

Respectfully Submitted,

William P. Dohm  
Supervisor

Date Approved 9-3-24

Secretary Tom Fairbairn  
Tom Fairbairn

# Little Traverse Township Planning Commission

## LITTLE TRAVERSE TOWNSHIP EMMET COUNTY, MICH.

Regular Meeting of the Township Planning Commission  
Wednesday, August 7, 2024  
7:00 P.M.

### AGENDA

1. Call to Order.
2. Roll Call.
3. Approve the agenda.
4. Approve the Minutes of July 2, 2024.
5. Public Comment.
6. Presentation by Travis Johnson on Affordable Housing.  
(See attachment "A")
7. Further Discussion on Twp. Zoning Ordinance revisions as follows:
  - Review draft updated amendments to Art. II. Definitions, Art. IV, VI, R-1, R-2, R-3, RR Zoning Districts, Art. VII-X-A, FF-1, FF-2, B-1, B-2, I-I, I-2 Zoning Districts.
  - Review Art. XI, Schedule of Regulations.
  - Review MTA sample CREO ordinance.
8. Open Discussion for issues not on the agenda.
  - a. Correspondence: Public Hearing rescheduled, (see attachment "B".)
  - b. Consultant: B&R August 2024 Planning Report.
  - c. Planning Commission Members.
  - d. Township Board Members.
9. 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.

**Attachment "A"**  
*PC Meeting Aug. 7, 2024 Agenda*

Good morning,

In light of last night's discussion regarding housing, would the Planning Commission be interested in having me do a presentation on the state of housing in Little Traverse Township and accessory dwelling units? I did something similar for the Emmet County Planning Commission in 2021 and it was well received. My presentation would be roughly 15 minutes long and I would provide copies of all materials for your review a couple weeks before the meeting.

I would be covering the following topics:

- Available housing in Emmet County
- Housing data from the State of Michigan
- Difficulties obtaining housing
- What is an Accessory Dwelling Unit?
- Quick history of ADUs
- Benefits/issues with ADUs
- Permitted ADUs in Emmet County

There is a lot of information on both sides of the ADU issue and I would like to help the Planning Commission make an informed decision.

Travis Johnson  
Administrative Assistant  
Emmet County  
(231) 439-8994



(Note - If a Board member is not able to attend this meeting, please call the office, 526-0351.)

# Little Traverse Township Planning Commission

**Attachment "B"**  
*PC Meeting Aug. 7, 2024 Agenda*

## **LITTLE TRAVERSE TOWNSHIP**

**Emmet County  
8288 S. Pleasantview road  
Harbor Springs, Michigan 49740**

### **LEGAL**

#### **LITTLE TRAVERSE TOWNSHIP Emmet County, Michigan**

**The public hearing scheduled by the Little Traverse Township Planning Commission for August 6, 2024, is being rescheduled for Tuesday, September 3, 2024, due to a conflict with the 2024 August Primary Election.**

Notice is hereby given that the Little Traverse Township Planning Commission will hold a Public Hearing, Tuesday, September 3, 2024, at 7:00 P.M. at the Township Hall, 8288 S. Pleasantview Road, Harbor Springs, Michigan 49740, to consider the following:

Draft amendments to the Little Traverse Township Zoning Ordinance pertaining to the following:

Article XIII, General Provisions, Section 1305, Conditional Uses Authorized by Special Permit, Section 1305 (2) Wireless Communication Facilities; Section 1305 (20) Solar Energy Systems; and Section 1305 (21) Wind Energy Systems.

Article XV, Administration, Section 1508 Site Plan Review.

The full text of the amendments is available at the Township Hall. Further information regarding this notice is available by contacting the Township Hall at 231-526-0351.

s/ Martie Van Berlo  
Chairman

(Note - If a Board member is not able to attend this meeting, please call the office, 526-0351.)