

# Little Traverse Township Planning Commission

October 1, 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, Nicholas Gowan, Gary Cannon, & Ryan Johnston.

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

**Minutes:** Upon review of the minutes of the regular meeting of September 3, 2024, a **motion** was offered by Mr. Radle to approve as presented. A second was offered by Mrs. Snyder. 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. Travis Johnson reported on a Michigan Planning Conference meeting he attended.

**Agenda item #6:** Chairman Van Berlo asked Twp. Planning Consultant Ken Lane to introduce the following case # B-03-2024.

An application by Nicholas Gowan for a CONDITIONAL USE AUTHORIZED BY SPECIAL PERMIT, for a Landscaping, Property Maintenance and/or Yard Maintenance trades at 1088 Quick Road, further described in tax parcel #24-08-16-05-400-006. The property is located in the FF-2 Zoning District. Provisions for consideration, and review of this case are found in the Little Traverse Township Zoning Ordinance, Article VII, Section 701, PRINCIPAL USES PERMITTED SUBJECT TO SPECIAL CONDITIONS, and Article XIII Section 1304, CONDITIONAL USE AND APPROVAL USE REVIEW STANDARDS.

Mr. Lane advised that a required public notice was published, posted and distributed as required, (*see attachment page 5*) He proceeded to go through his planning review of fact finding dated 09.24.2024.

**7:27 PM**

Chairman Van Berlo opened the **Public Hearing** and asked for public comment.

Mr. Ryan Johnson commented that he was in favor of the project as submitted. Mr. Travis Johnson commented on site plan content, or the lack thereof.

Considerable discussion was held between members of the public and PC members regarding limiting the use to Landscaping, Property Maintenance and/or Yard Maintenance trades, inasmuch as the applicant owned a construction business as well.

Nicholas Gowan stated that the property and accessory building will only be used for his landscaping and property maintenance business and not for Gowan Custom Builders or any other construction business. He added that no signage is proposed for the business. Nicholas Gowan said that storage bays will be located south of the accessory building depicted on the site plan to store landscaping materials. He added that there is no plan for a dumpster at this time, but one maybe added later.

Mr. Lane advised that this application and review was to approve **ONLY** the Landscaping, Property Maintenance portion of his business, and that if any other uses were found to exist, it would be considered a Zoning Violation, a public hearing could be held by the Twp. Board, and the approved permit could be revoked.

**7:40 pm:**

Chairman Van Berlo closed the public hearing and discussion followed.

Commissioner Radle made a motion to approve Case #B-03-2024, an application by Nicholas Gowan, for special use approval and site plan review exclusively for a landscaping and property maintenance operation at 1088 Quick Road in Little Traverse Township, tax parcel 24-08-16-05-400-006, as shown in the submitted application materials and on the site plan dated February 12, 2024, because the applicable standards of the Little Traverse Township Zoning Ordinance have been met, conditioned upon the property not being used for construction, development, and/or building services, and further conditioned on:

- Sufficient landscaping, buffering, or screening being added around the exterior material bays/bins and depicted on a revised site plan;
- Dumpster location with enclosure or sufficient screening being depicted on a revised site plan;
- An accurate number of proposed parking spaces and material bays/bins being depicted on a revised site plan;
- Review and approval of the proposed ingress/egress driveway and onsite circulation by the Township Fire Chief;

# Little Traverse Township Planning Commission

- Filing of an affidavit of use with the Emmet County Register of Deeds confirming that the property shall be used exclusively for a landscaping and property maintenance operation; and
- the conditions imposed and the revised site plan shall be administratively reviewed and may be approved by the Township Zoning Administrator, Township Planner, and Chair of the Township Planning Commission.

A voice vote was conducted with 5-Yes, 0-No

Chairman Van Berlo declared the motion passed.

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

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

Further discussion on amendments to:

- a. Recreational Vehicle & Vehicles.
- b. Accessory Dwelling Unit & Units.
- c. Shipping Container & Shipping Containers Used as Accessory Buildings.

Discussion continued on various existing language and possible changes. Notes were taken by Mr. Lane, and revisions would be incorporated, and considered for further discussion.

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

- a. **Planning Consultant Lane:** Beckett & Raeder October 2024 Planning Report.
- b. **Planning Commission Members:** Chairman Van Berlo noted that maybe we should consider appropriate sizes for accessory buildings. He also advised that he would not be able to attend the next meeting on November 6<sup>th</sup>.

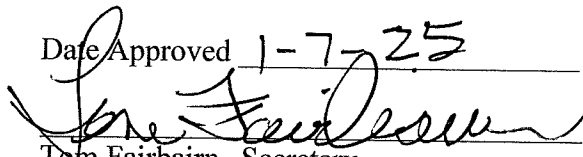
It was determined that if no new business came in before that date, the meeting would be cancelled. If any applications came in timely, staff would get with Chairman Van Berlo to determine an alternate date.

- c. **Township Board Members:** None.

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

Respectfully Submitted,

William P. Dohm  
Supervisor

Date Approved 1-7-25  
  
Tom Fairbairn, Secretary