

# Little Traverse Township Planning Commission

Tuesday, June 3, 2025

## 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, William Lloyd & Douglas Mansfield – Northern Lights, Tyler Bublitz & Kaitlyn Hanna– Mitten Mushroom, Travis Johnson, Brent & Mary Billideau, 2 other visitors

**Agenda:** Chairman Van Berlo asked if there were any additions or deletions to the agenda. Upon a **motion** by Mr. Radle with support from Mr. Chattaway, the agenda was unanimously approved as presented by voice vote, *(attached page 4)*.

**Minutes:** Upon review of the minutes of the regular meeting of May 6, 2025, 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.

None comments were offered.

### **7:05 PM Agenda item #6:**

Chairman Van Berlo opened the **Public Hearing** on **Case #B-02-2025** and review a site plan on an application by Northern Lights Real Estate Holdings, LLC, for a CONDITIONAL USE AUTHORIZED BY SPECIAL PERMIT, for a commercially used outdoor recreational space/9-hole miniature golf course, at 8865 Harbor-Petoskey Road, further described in tax parcel #24-08-16-15-400-011, on portions of the property located in the B-2 Zoning District. Provisions for consideration, and review of this case are found in the Little Traverse Township Zoning Ordinance, Article IX, Section 901, PRINCIPAL USES PERMITTED SUBJECT TO SPECIAL CONDITIONS, and Article XIII Sections 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 05.27.25, *(copy on file)*.

Chairman Van Berlo asked applicant William Lloyd if he had anything to add to the memo presented. Mr. Lloyd and Mr. Mansfield basically concurred with the memo presentation.

Mrs. Billideau was concerned about the existing berm and tree screening between the properties on the rear. She indicated that the berm had settled, and some of the trees that were previously planted had died. She also expressed concerns with increased traffic on M-119.

Mr. Lloyd responded that he would review the concern, and build the berm back up if necessary, and replant missing or dead trees with new ones.

Discussion was held between planning commissioners and Mr. Lloyd and Mr. Mansfield regarding the reduction of parking spaces, screening adjacent to the proposed miniature golf course, and compliance with other standards in the Zoning Ordinance.

**7:30 pm:** Chairman Van Berlo closed the public hearing and discussion followed.

Upon a motion by Commissioner Radle, with support from Commissioner Chattaway, the following motion was offered: To approve Case #B-02-2025, an application by Northern Lights Real Estate Holdings, LLC, for site plan and special use approval at 8865 Harbor-Petoskey Road in Little Traverse Township, tax parcel 24-08-16-1 5-400-01, as shown in the submitted application materials and on the site plan dated December 4, 2024, because the applicable standards of the Little Traverse Township Zoning Ordinance have been met. Permitted and special uses on the property are subject to Harbor Springs Airport Protection Zone requirements and limitations, and conditioned on the berm, tree plantings, and landscaping being restored.

A roll call vote was conducted with 6-Yes, 0-No

Chairman Van Berlo declared the motion passed.

**7:35 pm: Agenda item #7:**

**Case #B-03-2025**

Chairman Van Berlo opened the **Public Hearing** on **Case #B-03-2025**, Conduct a public hearing on an application by Mitten Mushroom Company LLC, for a **CONDITIONAL USE AUTHORIZED BY SPECIAL PERMIT**, for a home occupation/gourmet mushroom farm, at 8116 Clayton Road, further described in tax parcel #24-08-16-15-100-021, on portions of the property located in the FF-1 Zoning District. Provisions for consideration, and review of this case are found in the Little Traverse Township Zoning Ordinance, Article VII, Section 700, **PRINCIPAL USES PERMITTED**, and Article XIII Sections 1304 and 1305(17), **CONDITIONAL USE AND APPROVAL USE REVIEW STANDARDS**.

# Little Traverse Township Planning Commission

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 05.27.25, (*copy on file*).

Chairman Van Berlo asked Mr. Bublitz if he had anything to add to the memo presentation.

Mr. Bublitz basically agreed with the presentation. Mr. Bublitz stated that delivery trucks would be Fed Ex and infrequent. He added the shared driveway was improved with gravel. There was discussion regarding road commission driveway permits.

Discussion was held between planning commissioners and Mr. Bublitz. It was determined that the mushroom growing will occur entirely indoors.

**7:50 pm:** Chairman Van Berlo closed the public hearing and discussion followed.

Upon a motion by Commissioner Chattaway, with support from Commissioner Snyder, the following motion was offered: To approve Case #B-03-2025t an application by Mitten Mushroom Company LLC, for special use approval to establish a home occupation at 81 1 6 Clayton Road in Little Traverse Township, tax parcel 24-08-16-1 5-100-021, as shown in the submitted application materials dated April 22, 2025, because the applicable standards of the Little Traverse Township Zoning Ordinance have been met subject to the applicant securing a driveway permit from the ECRC.

## **Open Discussion for issues not on the agenda:**

- a. **Planning Consultant Lane:** B&R June 2025 Planning Report.
- b. **Planning Commission Members:** None
- c. **Township Board Members:** None.  
The next meeting is scheduled for, July 1, 2025 at 7:00 pm.

**Adjourn:** There being no further business to be brought before the commission, Chairman Van Berlo adjourned the meeting at 8:00 pm.

Respectfully Submitted,

William P. Dohm  
Supervisor

Date Approved 8-5-25

Secretary Tom Fairbairn  
Tom Fairbairn

# LITTLE TRAVERSE TOWNSHIP

## EMMET COUNTY, MICH.

Regular Meeting of the Township Planning Commission  
Tuesday, June 3, 2025  
7:00 P.M.

### AGENDA

1. Call to Order.
2. Roll Call.
3. Approve the agenda.
4. Approve the Minutes of \*May 6, 2025.
5. Public Comment.
6. **Case #B-02-2025**  
Conduct a public hearing and review a site plan on an application by Northern Lights Real Estate Holdings, LLC, for a CONDITIONAL USE AUTHORIZED BY SPECIAL PERMIT, for a commercially used outdoor recreational space/9-hole miniature golf course, at 8865 Harbor-Petoskey Road, further described in tax parcel #24-08-16-15-400-011, on portions of the property located in the B-2 Zoning District. Provisions for consideration, and review of this case are found in the Little Traverse Township Zoning Ordinance, Article IX, Section 901, PRINCIPAL USES PERMITTED SUBJECT TO SPECIAL CONDITIONS, and Article XIII Sections 1304, CONDITIONAL USE AND APPROVAL USE REVIEW STANDARDS.
7. **Case #B-03-2025**  
Conduct a public hearing and review a site plan on an application by Mitten Mushroom Company LLC, for a CONDITIONAL USE AUTHORIZED BY SPECIAL PERMIT, for a home occupation/gourmet mushroom farm, at 8116 Clayton Road, further described in tax parcel #24-08-16-15-100-021, on portions of the property located in the FF-1 Zoning District. Provisions for consideration, and review of this case are found in the Little Traverse Township Zoning Ordinance, Article VII, Section 700, PRINCIPAL USES PERMITTED, and Article XIII Sections 1304 and 1305(17), CONDITIONAL USE AND APPROVAL USE REVIEW STANDARDS.
8. Open Discussion for issues not on the agenda.
  - a. Consultant: June 2025 Planners Report & Tentative- Zoning Ordinance review schedule.
  - b. 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.