

Little Traverse Township Planning Commission

Tuesday, September 16, 2025

Minutes

FILE COPY

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

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

Absent: None

Also present: Bill Dohm, Ken Lane, (Elaine Keiser & Pat Cormican, applicant), and 10 guests.

Agenda: Chairman Van Berlo asked if there were any additions or deletions to the agenda. Upon a **motion** by Mr. Radle with support from Mrs. Snyder, the agenda was unanimously approved, as presented, by voice vote, *(attached page 5)*.

Minutes: Upon review of the minutes of the regular meeting of August 5, 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.

No comments were offered.

7:03 PM Agenda item #6 & #7:

Case #B-05-2025

Chairman Van Berlo opened the **Public Hearing** on Case #B-05-25. He asked Consultant Ken Lane to present the case.

Mr. Lane advised that a required public hearing notice was published, posted and distributed as required, *(see attachment page 6)*.

Mr. Lane proceeded to go through his planning review of factfinding, line by line, dated September 9, 2025, *(copy on file)*. He pointed out that the applicant had requested by email after the meeting packets went out to modify the controlled height waiver request from a maximum of 40' to 47' due to receiving revised construction plans from the building fabricators.

Chairman Van Berlo asked applicant, Elaine Keiser if she had anything to add to the memo as presented. She commented that the presentation was accurate, but added that the height waiver was necessary to save an additional 15,000 sq ft of building area that would be required to meet their storage needs if the height waiver was not approved. She also explained the onsite parking arrangement.

Chairman Van Berlo asked for public comments.

Carrie Klingelsmith, representing the Manna project explained the large service area served by the Manna project, included about 4,500 customers.

Attention was then given to the site plan itself.

Commissioner Radle asked about truck traffic. Ms. Klingelsmith advised that normally truckloads were delivered twice per month, and that with additional storage they could increase efficiency by receiving larger quantities at a time.

Peggy Schiller and Sandy spoke in favor of the project as a much-needed service to help feed folks over several counties.

Bill McMaster expressed his appreciation for the help given by Township staff in developing the site plan and suggestions given during the preliminary review process.

Tom Behan spoke in favor of the project, but expressed concerns about water runoff that may affect his nearby property. Consultant Lane was then asked if the water containment was sufficiently depicted on the site plan. He responded that it was depicted on the site plan, but probably could be better guaranteed by an engineered grading, drainage and water retention plan.

Supervisor Dohm noted that there was considerable, on site, vacant property east of the proposed buildings where catch basins may be located if necessary.

Mr. Behan also was concerned with traffic on M-119. Mr. Dohm advised that he was working on getting MDOT to link the existing center turn lane from the airport curve south to the Marathon station, but no plans were on the table yet to do so.

Little Traverse Township Planning Commission

7:45 pm: Chairman Van Berlo closed the public hearing.

Following discussion by the Planning Commission, Commissioner Radle made the following motion:

To approve Case #B-05-2025, Elaine Keiser Architect, on behalf of Pat Cormican, for a site plan review, and a controlled height increase waiver not to exceed 47', for a food distribution center at 8863 Harbor Petoskey Road in Little Traverse Township, tax parcel 24-08-16-15-00-012, as shown on the site plan, landscaping plan, and elevation drawings dated August 7, 2025, because the applicable standards of the Little Traverse Township Zoning Ordinance have been met, conditioned upon a grading and drainage plan being submitted that provides for a retention of storm water run-off on site.

Commissioner Fairbairn seconded the motion.

A roll call vote was conducted as follows:

Yeas: Radle, Van Berlo, Fairbairn, Snyder, Chattaway

Nays: None

Abstain: None

Absent: None

With ⁵~~6~~-Yes, 0-No, Chairman Van Berlo declared the motion passed.

Agenda Item #8.

Ordinance Review: For discussion—Zoning Ordinance amendment:

- a. Section 1302, PARKING REQUIREMENTS.
- b. Section 1303, OFF-STREET LOADING AND UNLOADING.
- c. Section 1306, SANITARY PROVISIONS-SEWERAGE AND WATER FACILITIES.
- d. Section 1307, PLANT MATERIALS IN GREENBELTS.

Zoning Administrator Lane presented revised amendments and took discussion notes. He will bring items discussed back for final consideration at a subsequent available meeting.

Open Discussion for issues not on the agenda:

- a. **Planning Consultant Lane:** B&R September 2025 Planning Report.
- b. **Planning Commission Members:** None
- c. **Township Board Members:** Supervisor Dohm elaborated on his attempt to get a center turn lane on M-119. He reported that a court summons had been issued to the property owner on the U-Haul storage units on Pleasantview Road.

The next meeting is scheduled for, October 7, 2025 at 7:00 pm.

Adjourn: There being no further business to be brought before the commission, Chairman Van Berlo adjourned the meeting at 8:20 pm.

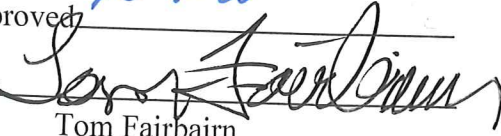
Respectfully Submitted,

William P. Dohm
Supervisor

Date Approved

10-7-25

Secretary



Tom Fairbairn

Little Traverse Township Planning Commission

LITTLE TRAVERSE TOWNSHIP EMMET COUNTY, MICH.

Regular Meeting of the Township Planning Commission
Tuesday, September 16, 2025
7:00 P.M.

AGENDA

1. Call to Order.
2. Roll Call.
3. Approve the agenda.
4. Approve the Minutes of August 5, 2025.
5. Public Comment. (*see by-laws on reverse side of agenda*)
6. **Case #B-05-2025**
Conduct a public hearing to consider a request for a controlled height increase above the 30' permitted in the B-2 Zoning District to 40', as submitted by Elaine Keiser, Architect, on behalf of Pat Cormican, for a warehouse project proposed at 8863 Harbor-Petoskey Road, Harbor Springs, MI 49740, tax parcel #24-08-16-15-400-012. Provisions for consideration and review of this case are found in the Little Traverse Township Zoning Ordinance, Article XI, Section 1100 (g).
7. **Site plan review for the above case.**
8. **Ordinance Review:**
For discussion—Zoning Ordinance amendment;
 - a. Section 1302, PARKING REQUIREMENTS.
 - b. Section 1303, OFF-STREET LOADING AND UNLOADING.
 - c. Section 1306, SANITARY PROVISIONS-SEWERAGE AND WATER FACILITIES.
 - d. Section 1307, PLANT MATERIALS IN GREENBELTS.
9. **Open Discussion for issues not on the agenda:**
 - a. Consultant: **B&R September Planners Report.**
 - b. **Planning Commission Members.**
 - c. **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.

LITTLE TRAVERSE TOWNSHIP

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

LEGAL

LITTLE TRAVERSE TOWNSHIP Emmet County, Michigan

Notice is hereby given that the Little Traverse Township Planning Commission regular meeting scheduled for September 2, 2025, has been cancelled, and rescheduled to September 16, 2025.

Notice is hereby given that the Township Planning Commission will hold a Public Hearing on Tuesday, September 16, 2025, at 7:00 P.M. at the Township Hall, 8288 S. Pleasantview Road, Harbor Springs, Michigan 49740, to consider the following:

Case #B-05-2025

Conduct a public hearing to consider a request for a controlled height increase above the 30' permitted in the B-2 Zoning District to 40', as submitted by Elaine Keiser, Architect, on behalf of Pat Cormicer, for a warehouse project proposed at 8863 Harbor-Petoskey Road, Harbor Springs, MI 49740, tax parcel #24-08-16-15-400-012. Provisions for consideration and review of this case are found in the Little Traverse Township Zoning Ordinance, Article XI, Section 1100 (g).

Further information regarding this notice is available by contacting the Township Hall at 231-526-0351.

s/ Martie Van Berlo
Chairman