

Little Traverse Township Planning Commission
August 3, 2015 7:30 PM
Township Hall
Minutes

FILE
COPY

Chairman Van Berlo called the meeting to order at 7:30 PM.

Roll Call: Present: Martin Van Berlo, Joe Chattaway, Chip Radle, Jean Beckley & Tom Fairbairn

Absent: None

Also present: Bill Dohm, Roger Beckley & Scott Anderson

Agenda: Absent any comments or changes, a motion was made by Mr. Chattaway with support by Mr. Radle to approve the agenda as presented. The motion was carried by unanimous voice vote. (*see attachment page 3*)

Minutes: A motion to approve the minutes of July 6, 2015 as presented was offered by Mr. Chattaway and supported by Mr. Radle. The motion was approved by unanimous voice vote.

Public Comment: Chairman Van Berlo opened the meeting to public comment.
There was no public comment.

Case #B-6-2015 Chairman Van Berlo presented Case #B-6-2015 as being a Site Plan Review for the Harbor Springs Area Sewage Disposal Authority for a storage building addition at 709 E. Hathaway Rd.

Mr. Dohm projected a power point of the site and building plans.

Mr. Dohm presented fact finding as outlined in Mr. Frykberg's memo. (*see attachment page 4 & 5*). His summary indicated the proposed project appears to meet all Township requirements.

Scott Anderson, representing the HSASDA indicated the need for additional equipment storage.

Following discussion by the Board, a motion was made by Mr. Fairbairn to approve the site plan as presented. The motion was then supported by Mrs. Beckley and unanimously passed by voice vote.

Other Open Discussion for issues not on the agenda:

- a. **Correspondence:** A hard copy of the Planning Commission by-laws as approved on July 6, 2015 were distributed..

b. Planning Commission Members: Chairman Van Berlo asked if there were any comments from Planning Commission Members.

There were none.

c. Township Board Members: Chairman Van Berlo asked if there were any comments from Township Board members.

There were none.

d. Public Comment: Chairman Van Berlo asked if there were any comments from the public.

There were none.

Adjourn: There being no further business to be brought before the commission, Chairman Van Berlo adjourned the meeting at 7:45 P.M.

Date approved 9-14-15

Secretary Jean Beckley
Jean Beckley

Respectfully Submitted,

William P. Dohm,
Supervisor

LITTLE TRAVERSE TOWNSHIP
EMMET COUNTY, MICH.

Regular Meeting of the Township Planning Commission
August 3, 2015
7:30 P.M.
at
The Township Hall

AGENDA

1. Call to Order.
2. Roll Call: Martin Van Berlo, Joseph Chattaway, Jean Beckley, Chip Radle
Tom Fairbairn
3. Approve the agenda.
4. Approve the Minutes of July 6, 2015.
5. Public Comment.
6. Case #B-6-2015
Site Plan Review for the Harbor Springs Area Sewage Disposal Authority for a storage
building addition at 709 E. Hathaway Rd.
7. Open Discussion for issues not on the agenda.
 - a. Correspondence:
 - b. Planning Commission Members
 - c. Township Board Members
8. Adjourn.

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

MEMORANDUM

TO: Little Traverse Township Planning Commission
FROM: Randy Frykberg, PhD
DATE: 7-28-15
SUBJECT: Case #B-6-15 Site Plan Review for Harbor Springs Area Sewage Disposal Authority Building Addition at 709 East Hathaway Rd (ID# 24-08-16-10-400-001). For 8-3-15 PC meeting.

REQUEST and BACKGROUND

The Harbor Springs Area Sewage Authority has requested permission for a 30' X 120' addition to an existing 50' X 40' storage building to the west of the lagoons.

In 1975 the Zoning Board approved a 50' X 80' storage building with a possible office. More recently, several other expansions have also been approved by the Zoning Board (now referred to as the "Planning Commission").

A site plan review is required.

GENERAL FACTS

1. The Harbor Springs Area Sewage Disposal Authority occupies over 700 acres.
2. The property is zoned FF-1 Farm Forest.
3. Setback requirements in this district are 40' front, 20' each side, and 35' rear. All required minimum setbacks are greatly exceeded.
4. The area surrounding the proposed storage building addition is wooded on three sides. The east side faces the lagoons.
5. The proposed building addition will be used for equipment storage.
6. Access to the building will be the existing entrance off Hathaway Road, and the existing driveway that traverses the east side of the proposed addition.
7. The proposed addition will have a 6' X 60' concrete apron on the southeast side of the addition, and a 6' X 60' gravel apron on the northeast side of the addition.

FINDINGS:

1. The proposed project requires a Site Plan Review.
2. The graphic requirements for site plans are met, the checklist is complete, and the impact statement meets the requirements of Section 1508 (Site Plan Review).

B-6-15 HSASDA, 8-3-15

3. **Standards for Site Plan Review** (Section 1508 sub 4.):
- a) *The location and design of driveways and entrance feature with respect to vehicular and pedestrian traffic. O.K. – No change from existing.*
 - b) *The traffic circulation plan and off-street parking lots with respect to public safety, on site uses, and adjacent properties. O.K. Minimal traffic and parking needs.*
 - c) *Buffer Techniques, fences, wall, greenbelts, and landscaping may be required by the Planning Commission in pursuance of the objectives of this section and/or as a condition of the establishment of the proposed use. O.K. –the addition is heavily screened on three sides, and the exposed side faces the lagoons.*

SUMMARY

This proposed project appears to meet all the Township requirements. Unless information to the contrary is presented at the meeting, approval seems appropriate.

Randy\My Documents\LTT PCI\Case #B-6-15 HSASDA 8-3-15doc