

**CHARTER TOWNSHIP OF GARFIELD  
PLANNING COMMISSION MEETING  
January 13, 2021**

**Call Meeting to Order:** Chair Racine called the January 13, 2021 Planning Commission meeting to order at 7:00pm on the ZOOM platform.

**Pledge of Allegiance**

The Pledge of Allegiance was recited by all in attendance.

**Roll Call of Commission Members:**

Present: **Joe McManus** (Garfield Township, Grand Traverse County, MI), **Molly Agostinelli** (Garfield Township, Grand Traverse County, MI), **Pat Cline** (Long Lake Township, Grand Traverse County, MI) **Joe Robertson** (Garfield Township, Grand Traverse County, MI), **Robert Fudge** (Garfield Township, Grand Traverse County, MI), **Chris DeGood**, (Garfield Township, Grand Traverse County, MI) , and **John Racine** (Garfield Township, Grand Traverse County, MI)

Staff Present: Planning Director John Sych and Deputy Planning Director Steve Hannon

**Election of Officers (7:02)**

*DeGood moved and Fudge seconded voted to keep all officers for the 2021 year as previously appointed making Racine the Chair, McManus the Vice Chair and Robertson the Secretary.*

*Yeas: DeGood, Fudge, McManus, Cline, Agostinelli, Robertson, Racine  
Nays: None*

*DeGood moved and Agostinelli seconded to recommend to the Township Board to appoint Fudge to the Zoning Board of Appeals to serve as a Planning Commission representative.*

*Yeas: DeGood, Agostinelli, Fudge, McManus, Cline, Robertson, Racine  
Nays: None*

**1. Public Comment (7:06)**

None

**2. Review and Approval of the Agenda – Conflict of Interest (7:12)**

Fudge shared a conflict with item 7B, BATA HQ Transit-Oriented Mixed-Use Development PUD. He will abstain from any discussion and action.

*Agostinelli moved and DeGood seconded to approve the agenda as presented accepting the conflict of Fudge.*

*Yeas: Agostinelli, DeGood, Fudge, Robertson, Cline, McManus, Racine*

Nays: None

**3. Minutes (7:14)**

**a. December 9, 2020**

*McManus moved and Cline seconded to adopt the minutes of December 9, 2020 as amended noting that item 7 is missing information stating that it be scheduled for a public hearing on January 13, 2021; and the roll call should indicate that Pat Cline was in Long Lake Township Michigan.*

*Yeas: McManus, Cline, DeGood, Robertson, Agostinelli, Fudge, Racine*

*Nays: None*

**4. Correspondence (7:15)**

None

**5. Reports (7:15)**

**Township Board Report**

No report

**Planning Commissioners**

No Reports

**Staff Report**

Sych said that there was correspondence from Doug Mansfield regarding the BATA application which was sent to all commissioners earlier in the day.

**6. Unfinished Business**

**a. PD-2021-5 Ligon Bed and Breakfast – SUP Public Hearing (7:16)**

This application requests approval of a Special Use Permit for use of an existing single-family home at 5885 Hailey Lane as a Bed and Breakfast Establishment. This use is permitted via Special Use Permit in the A- Agricultural zoning district. The property is a home at this time and has an attached suite which measures 20'X20' would be suitable for a nightly rental. 10 parking spaces exist on the property.

Chair Racine opened the Public Hearing at 7:20pm.

Sandra and David Howard said that they share a private easement with the Ligon and request that the easement not be used for visitors.

Eric Linguar commented on the B&B and asked about plans for trails in rear of the property.

Racine closed the Public Hearing at 7:28pm.

Matthew Ligon said the private easement would remain intact and any pathways would be private and used for educational purposes.

He ensured his neighbor that there would be buffers if any trails were built.

*McManus moved and Fudge seconded to direct staff to prepare Findings of Fact for application SUP-2020-03, for a Special Use Permit for a Bed and Breakfast establishment at 5885 Hainey Lane, submitted by Matthew and Rebecca Ligon with the condition that only the entrance on Hainey Lane be used as an access to the business.*

*Yeas: McManus, Fudge, Cline, Robertson, DeGood, Agostinelli, Racine*

*Nays: None*

**b. PD 2021-6 – C-P and PUD Signs ZO Text Amendment – Public Hearing (7:36)**

The Planning Commission has been reviewing the C-P and PUD signage portions of the ordinance. This final version incorporates an applicability section, clarifies regulations for signs permitted by right, refines criteria for waivers by the Planning Commission and allows a “gooseneck” style downward illumination of non-internally illuminated signs in the C-P district. Upon further review, staff found some potential issues with the language of the proposed ordinance amendment regarding signage allowed by right and public hearings for planned development signage.

Racine opened the Public Hearing at 7:51pm with the knowledge that there may need to be another public hearing if the proposed amendment was substantially changed.

James Schmuckal of Traverse City, commented on the public hearing as opposed to public comment and asked if an applicant could effectively present their case during a public comment.

Hearing no more wishing to comment, the Public Comment was closed at 7:54pm. Sych commented and explained the township’s position on the hearings and maintained that the process would be more streamlined. Commissioners asked to table the proposed zoning ordinance amendment for more time to ponder the issues brought up.

*Cline moved and DeGood seconded that the proposed amendment to the Garfield Township Zoning Ordinance Section 630.G and 630.J, as attached to Planning Department Report 2021-6 BE TABLED to allow for updated language based on the issues identified in this report and during the public hearing.*

*Yeas: Cline, DeGood, Robertson, Fudge, Agostinelli, McManus, Racine*

*Nays: None*

**7. New Business**

**a. PD 2021-8 Copper Ridge PUD Sign Request – Introduction (7:55)**

Copper Ridge Opportunity (Novello) is constructing a new medical office building to be located at 4290 Copper Ridge Drive in the Copper Ridge PUD. As part of its construction, the applicant is proposing a wall sign to be located on the east side of the building. The sign would be 40 square feet, however, the applicant is requesting a 50% increase in the square footage of the sign as permitted in Section 630.J(3). This request would result in a 60 foot sign. Given the current ordinance language, this may be denied, however, with the new language in the proposed ordinance amendment, it could be approved. Commissioners asked questions, requested a visual of the correct scale and asked to table the application until the ordinance language was approved for PUD's.

*Fudge moved and McManus seconded THAT application SUP 2000-08-K BE TABLED until the proposed amendment to the Garfield Township Zoning Ordinance Section 630.G and 630.J was adopted.  
Meeting.*

*Yeas: Fudge, McManus, Cline, Agostinelli, Robertson, DeGood, Racine  
Nays: None*

**b. PD-2021-7 – BATA HQ Transit-Oriented Mixed-Use Development PUD - Introduction (8:10)**

The proposed PUD would be located at the corner of LaFranier Road and Hammond road and would take up 53.2 acres of a 77.1 acre site. The property is zoned A- Agricultural and is master planned for High Density Residential. The application is a joint application from the Bay Area Transportation Authority (BATA) and the Traverse City Housing Commission (TCHC). It proposes a PUD for a transit oriented, mixed use development which would include multi-residential units, single family residential lots, a bus garage, a bus maintenance facility, an administration and dispatch building, a transfer station, a bathroom facility, a childcare center and a café. The uses are congruent to adjacent uses and the proposed phasing of the PUD provides flexibility for the applicant. Petra Kunis, on behalf of Mansfield and Associates; Kelly Dunham, Executive Director from BATA; Doug Luciani representing TCHC; Seth Horton Architect; and Robert Gibbs – representing the planning group designing the residential portion were all in attendance to present the application. Petra Kunis asked that a Public Hearing be scheduled while any issues could be worked out. She said that about 12 acres are wetlands for which they intend to convey a conservation easement. Developers are working with road commission on access points and joint

access with the northern neighbor. A traffic study has already been ordered and sidewalks will be constructed in the first phase. Doug Luciani added that this proposed development was certainly the first of its kind in the entire region. Commissioners commented on the proposed PUD and asked questions about the residential portion and how it will mesh with the rest of the development. Concerns were raised with parking, open space, and fencing. BATA Executive Director Kelly Dunham said the only facility that would be retained is the one on Hall Street. Gasoline and diesel would be offsite as the proposed facility would be all propane. She added that most buses will leave the facility by 7am and there are only a couple buses running as late as 10pm. Tony Lentych representing the TCHC talked about the financing and development partners and added that the housing will not be built at once but would target the work force with rents in the \$700-\$800 per month range. Commissioners discussed having a Public Hearing and while moving forward with the extensive details of the application.

*DeGood moved and Robertson seconded THAT application PUD-2020-02 submitted by the Bay Area Transportation Authority (BATA) and the Traverse City Housing Commission (TCHC) BE ACCEPTED.*

*Yeas: DeGood, Robertson, Agostinelli, McManus, Cline, Racine  
Nays: None*

*DeGood and Cline seconded that application PUD 020-02 be scheduled for a Public Hearing on February 10, 2021.*

*Yeas: DeGood, Cline, Robertson, Agostinelli, McManus, Racine  
Nays: None*

**8. Public Comment (9:45)**

Heather Harris Brady, BATA Board Member, thanked the commission for considering this project and feels that this is best for the region.

James Schmuckal, of Traverse City, said that if the township and the applicant work closely together, this will be a good project.

Doug Luciani thanked the commissioners for their time spent on this application.

Jason Lipa thanked the commissioners for their time.

Jennifer Hodges thanked the Township for allowing Gourdie-Fraser to review the project.

**9. Other Business (9:51)**

None

**10. Items for Next Agenda – January 27, 2021 (9:51)**

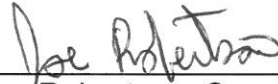
- a. Planning Commission Annual Report
- b. 2021 Priority Projects and Master Plan Implementation
- c. Zoning Ordinance Use Chart – Continued Discussion
- d. C-P and PUD Signs ZO Text Amendment

**11. Adjournment**

*Fudge moved and Cline seconded to adjourn the meeting at 9:53.*

*Yeas: Fudge, Duell, McManus, DeGood, Robertson, Cline, Racine*

*Nays: None*



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Joe Robertson, Secretary  
Garfield Township Planning  
Commission  
3848 Veterans Drive  
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