

**CHARTER TOWNSHIP OF GARFIELD  
PLANNING COMMISSION MEETING  
April 12, 2023**

**Call Meeting to Order:** Chair Racine called the April 12, 2023 Planning Commission meeting to order at 7:00pm at the Garfield Township Hall.

**Pledge of Allegiance**

The Pledge of Allegiance was recited by all in attendance.

**Roll Call of Commission Members:**

Present: Molly Agostinelli, Joe McManus, Joe Robertson, Chris DeGood, John Racine and Robert Fudge

Absent and Excused: Pat Cline

Staff Present: Planning Director John Sych

**1. Public Comment (7:01)**

None

**2. Review and Approval of the Agenda – Conflict of Interest (7:01)**

*Fudge moved and Robertson seconded to approve the agenda as presented.*

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

*Nays: None*

**3. Minutes (7:02)**

**a. March 22, 2023 Regular Meeting**

*Agostinelli moved and DeGood seconded to approve the March 22, 2023 Regular Meeting minutes as presented.*

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

*Nays: None*

**4. Correspondence (7:02)**

Legal notices from Green Lake Township and Long Lake Townships for their Master Plans were included for correspondence.

**5. Reports (7:03)**

**Township Board Report**

Agostinelli stated that Networks North and Traverse Transportation Coordinating Initiative (TTCI) are looking at transportation in the urban area with a new Metropolitan Planning Organization (MPO) agreement. Payment in Lieu of Taxes housing developments (PILOTs) were also discussed, and the Board will try to keep the number of PILOT units at 15% of the Township's housing stock.

**Planning Commissioners**

- i. **Zoning Board of Appeals**  
Fudge had no report.
  
- ii. **Parks and Recreation Commission**  
DeGood reported that a grant was submitted for the Commons Area trail.
  
- iii. **Joint Planning Commission**  
McManus stated that there was no meeting.

**Staff Report**

- i. **PD 2023-37 – Planning Department Monthly Report – April 2023**  
Sych submitted his review in writing and noted that the South 22 project is in legal review at this time to determine if the SUP for South 22 and Ridge 45 can be combined.

**6. Unfinished Business**

- a. **PD 2023-38 – Hickory Forest and Hickory Meadows Rezoning – Public Hearing (7:05)**

The Joint Recreation Authority is requesting the rezoning of the “Hickory Forest” parcel (#05-005-050-10) from the A-Agricultural district to the P-R Park and Recreation district via the Zoning Map Amendment process, without restriction.

Upon review by Staff, it was suggested to include the three “Hickory Meadows” parcels to create consistent zoning of parkland in this area. These four parcels total 179.03 acres. Three of the subject parcels constitute the Hickory Meadows parkland, and one is the site of Hickory Forest, which is in the process of becoming parkland. All these parcels either are or will be managed by the City of Traverse City & Charter Township of Garfield Recreational Authority. The most compatible zoning districts for the “Agricultural / Rural Land” future land use designation are the A-Agricultural and R-R Rural Residential districts, with R-1 One-Family Residential also being potentially compatible. Chair Racine opened the public hearing at 7:07pm and seeing no one wishing to speak, closed the public hearing.

*Agostinelli moved and McManus seconded TO direct Staff to draft Findings of Fact for application Z-2023-01.*

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

**b. PD 2023-39 – Pine Grove Homes Special Use Permit – Public Hearing (7:08)**

This application is requesting to use an existing vacant site at 4030 Meadow Lane Drive for mobile home sales. This use is described in the Zoning Ordinance as “Sale of Prefabricated Structures” and this use is permitted via Special Use Permit in the C-G General Commercial district. The current Special Use Permit application is considered a new application and subject to all review standards for a new Special Use Permit application. Chair Racine opened the public hearing at 7:09pm and seeing no one wishing to speak, closed the public hearing.

*Robertson moved and DeGood seconded TO direct staff to prepare Findings of Fact for application SUP-2023-01, submitted by Rick Newman for a Special Use Permit for the sale of prefabricated structures at Parcel 05- 032-001-20, subject to the following items being addressed by the applicant:*

- 1. The aisle between the parking area on the south and the remainder of the parcel needs to be at least 20 feet wide. This can be accomplished for the southern access drive by moving one space from this parking area to the other near the dumpster.*
- 2. The existing evergreen along US 31 on the east buffer needs to be noted on the landscaping plan as either to be preserved or to be removed.*
- 3. Different plant species need to be proposed for the small trees to comply with the buffer requirements.*
- 4. All plant species on the landscaping plan need to comply with Section 530.F and the ISN Planting Guidelines.*

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

**c. PD 2023-30 – Ligon Bed and Breakfast Special Use Permit – Major Amendment- Public Hearing (7:11)**

This application requests an amendment to a Special Use Permit (SUP) for use of an existing single-family residence at 5885 Hainey Lane as a Bed & Breakfast Establishment. The SUP was approved by the Planning Commission on February 10, 2021, to permit no more than four (4) guests at any one time. The amendment would add room for four (4) more guests for a total of eight (8) guests. Bed & Breakfast Establishments are permitted via SUP in the A-Agricultural zoning district.

Racine opened the public hearing at 7:12pm.

Garth Ward of Gray Road commented that he owns a bee sanctuary next door and claims that the applicants have excavated on neighboring properties and indicated that there may be issues with the easements between the properties.

Racine closed the public hearing at 7:20pm.

Commissioners discussed the application in light of the public comment. Verification of the easement could be a condition of approval. Staff will review and verify the easement in question.

*McManus moved and Fudge seconded TO direct staff to prepare Findings of Fact for application SUP-2020-03-A for a Special Use Permit amendment for an existing bed and breakfast establishment at 5885 Hainey Lane, submitted by Matthew and Rebecca Ligon.*

Sych stated the term “occupant” would be addressed in terms of the Bed and Breakfast definition.

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


## 7. New Business

- a. **PD 2023-41 – Oleson PUD Major Amendment – Introduction (7:31)**  
Approved in 1997, the Oleson Planned Unit Development (PUD) is a commercial development, including a grocery store, offices, restaurant, service establishments, and a car wash. A request to amend the PUD is being considered according to Section 423.G of the Zoning Ordinance. By incorporating a residential use, Staff has determined that this amendment constitutes a major amendment which requires a public hearing, Planning Commission review and recommendation, and Township Board approval. The applicant proposes converting 6,960 square feet of second-floor office space into six apartments. There are to be 5 three-bedroom units and 1 two-bedroom unit. A revised floor plan has been submitted by the applicant. The PUD is located at the corner of North Long Lake and Cedar Run Roads and comprises 21.15 acres of land. Sych explained that there needed to be usable open space and recommended incorporating access to the Traverse Ridge trail developed on the Oleson PUD via sidewalks or chipped paths to count as the open space requirement. Developer Brad Oleson asked for flexibility on the layout of the apartments. After discussion, it was agreed that any potential additional apartments could be handled as an administrative amendment if incorporated into this plan review.

*Fudge moved and Agostinelli seconded THAT application SUP-1997-06-F, submitted by Brad Oleson, for a Special Use Permit for amendment of the Oleson Planned Unit Development at Parcel 05-009-001-00, BE ACCEPTED, and SCHEDULED for a public hearing at the regular Planning Commission meeting on May 10, 2023.*

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

8. **Public Comment (7:51)**  
None
9. **Other Business (7:51)**  
McManus expressed concern about the BATA project now that Tony Lentych has moved on to a new position at MSHDA. Sych explained the issue with the MSHDA approval and said the project is moving in the right direction.
10. **Items for Next Agenda – April 26, 2023 (7:56)**
  - a. **Master Plan Update – Environment, Water Quality and Energy; Parks and Trails**
11. **Adjournment**  
*Fudge moved to adjourn the meeting at 7:57pm.*

  
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Joe Robertson, Secretary  
Garfield Township Planning  
Commission  
3848 Veterans Drive  
Traverse City, MI 49684