

CHARTER TOWNSHIP OF GARFIELD PLANNING COMMISSION MEETING

Wednesday, April 12, 2023 at 7:00 pm
Garfield Township Hall
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

A G E N D A

ORDER OF BUSINESS

Call meeting to order
Pledge of Allegiance
Roll call of Board Members

1. Public Comment

Public Comment Guidelines:

Any person shall be permitted to address a meeting of The Planning Commission, which is required to be open to the public under the provision of the Michigan Open Meetings Act, as amended. (MCLA 15.261, et.seq.) Public Comment shall be carried out in accordance with the following Commission Rules and Procedures: a.) any person wishing to address the Commission is requested to state his or her name and address. b.) No person shall be allowed to speak more than once on the same matter, excluding time needed to answer Commissioner's questions. Where constrained by available time the Chairperson may limit the amount of time each person will be allowed to speak to (3) minutes. 1.) The Chairperson may at his or her own discretion, extend the amount of time any person is allowed to speak. 2.) Whenever a Group wishes to address a Committee, the Chairperson may require that the Group designate a spokesperson; the Chairperson shall control the amount of time the spokesperson shall be allowed to speak when constrained by available time. Note: If you are here for a Public Hearing, please hold your comments until that Public Hearing time.

2. Review and Approval of the Agenda – Conflict of Interest

3. Minutes – March 22, 2023

4. Correspondence

5. Reports

- a. Township Board
- b. Planning Commissioners
 - i. Zoning Board of Appeals
 - ii. Parks and Recreation Commission
 - iii. Joint Planning Commission
- c. Staff Report
 - i. PD 2023-37 – Planning Department Monthly Report – April 2023

6. Unfinished Business

- a. PD 2023-38 – Hickory Forest and Hickory Meadows Rezoning – Public Hearing
- b. PD 2023-39 – Pine Grove Homes Special Use Permit – Public Hearing
- c. PD 2023-40 – Ligon Bed and Breakfast Special Use Permit Major Amendment – Public Hearing

7. New Business

- a. PD 2023-41 – Oleson PUD Major Amendment – Introduction

8. Public Comment

9. Other Business

10. Items for Next Agenda – April 26, 2023

- a. Master Plan Update – Environment, Water Quality, and Energy; Parks and Trails

11. Adjournment

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

The Garfield Township Board will provide necessary reasonable auxiliary aids and services, such as signers for hearing impaired and audio tapes of printed materials being considered at the meeting to individuals with disabilities upon the provision of reasonable advance notice to the Garfield Township Board. Individuals with disabilities requiring auxiliary aids or services should contact the Garfield Township Board by writing or calling Lanie McManus, Clerk, Ph: (231) 941-1620.

**CHARTER TOWNSHIP OF GARFIELD
PLANNING COMMISSION MEETING
March 22, 2023**

Call Meeting to Order: Vice Chair McManus called the March 22, 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, Pat Cline, Chris DeGood, and Robert Fudge

Absent and Excused: John Racine and Joe Robertson

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

1. Public Comment (7:00)

None

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

Fudge moved and Cline seconded to approve the agenda as presented

Yeas: Fudge, Cline, Agostinelli, DeGood, McManus

Nays: None

3. Minutes (7:02)

a. March 8, 2023 Regular Meeting

Agostinelli moved and DeGood seconded to approve the March 8, 2023 Regular Meeting minutes as presented.

Yeas: Agostinelli, DeGood, McManus, Fudge, Cline

Nays: None

4. Correspondence (7:02)

Staff indicated a notice from Long Lake Township regarding a Master Plan amendment and a Garfield Township map to discuss later in the agenda.

5. Reports (7:03)

Township Board Report

Agostinelli reported that bills to change the way municipalities use brownfield dollars for residential uses is making its way through the legislature.

Planning Commissioners

- i. **Zoning Board of Appeals**
Fudge had no report.
- ii. **Parks and Recreation Commission**
DeGood had no report.
- iii. **Joint Planning Commission**
McManus had no report.

Staff Report

Staff had no report.

6. Unfinished Business

None

7. New Business

a. Master Plan Update – Housing Analysis and Recommendations, Meetings with Neighboring Communities, and Vision and Core Concepts (7:05)

Sych discussed the housing analysis with commissioners and introduced potential zoning ordinance amendments which could be based on the Master Plan goals and objectives. Sych stated that the Master Plan is a strong foundation for the Zoning Ordinance and discussion can take place on what the township needs to do differently to help housing development. Once the Master Plan is adopted, changes can occur in the Zoning Ordinance. Sych said that at the joint meeting of the Township board and Planning Commission, a balance of housing choices and types were discussed and board members and commissioners agreed that there needed to be promotion of areas for new single family homes. Sych also pointed out that higher density housing needs infrastructure for water and sewer and that housing development goes along with infrastructure expansion. Commissioners discussed the PILOT limits for the township and talked about developments with water and sewer. Housing districts were discussed and staff pointed out which districts allowed housing. Accessory dwelling units were discussed briefly, and staff said that the Master Plan could give guidance on where such units could be located in the township. Sych reminded commissioners that 60% of residents were in favor of the accessory dwelling unit concept as a result of the recent community survey. Commissioners were in favor studying the idea. Sych also suggested several other potential zoning ordinance amendments and reviewed planning efforts with neighboring communities. Specific corridors were discussed as well as developments in neighboring communities which abut Garfield Township. Sych also reviewed the current vision statement for the township and noted that the draft core concepts could be included in the master plan which would give a sense of direction for

planning in the township. Commissioners reviewed the definitions of nodes, districts and corridors and identified areas to be serviced with water and sewer and potential housing developments.

8. Public Comment (8:35)

Cara Eule of Ashland Park commented on the Master Planning for the township.

9. Other Business (8:38)


10. Items for Next Agenda – March 22, 2023 (8:38)

- a. Hickory Forest and Hickory Meadows Rezoning – Public Hearing
- b. Pine Grove Homes Special Use Permit – Public Hearing
- c. Ligon Bed and Breakfast Special Use Permit Major Amendment – Public Hearing

11. Adjournment

Fudge moved to adjourn the meeting at 8:40pm.

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

 Charter Township of Garfield Planning Department Report No. 2023-37			
Prepared:	April 3, 2023	Pages:	2
Meeting:	April 11, 2023 Township Board	Attachments:	<input type="checkbox"/>
Subject:	Planning Department Monthly Report for April 2023		

PURPOSE:

Staff provides a monthly report to the Township Board on activities of the Planning Department and the Planning Commission. The presentation of this report also provides a venue for the Township Board to have a dialog with staff about any of the activities or planning-related issues facing the Township.

DEVELOPMENTS:

The Planning Commission is currently conducting the following development review activity:

Chelsea Park PUD / Chelsea Park West Apartments – Minor Amendment

- *Location:* Chelsea Lane, north of Hartman Road, east of US 31
- *Development Description:* Construction of the previously approved Chelsea Park West apartments is near completion; however, there are minor changes and issues to be addressed.
- *Status:* The Planning Commission approved Findings of Fact and approved the application with conditions at its 2/8/2023 meeting. Staff are continually reviewing materials as resubmitted by the applicant to ensure these conditions of approval are met.

Pine Grove Homes – Special Use Permit

- *Location:* 4030 Meadow Lane Drive, at intersection of Meadow Lane Drive and US 31 South
- *Development Description:* Proposed site for mobile home sales (sale of prefabricated structures)
- *Status:* The application was introduced at the Planning Commission meeting on 3/8/2023. A public hearing was scheduled for the 4/12/2023 Planning Commission meeting.

Ligon Bed and Breakfast – Special Use Permit Amendment

- *Location:* 5876 Hainey Lane, near the intersection of Gray Road and Cedar Run Road
- *Development Description:* Proposed expansion of existing bed and breakfast operation
- *Status:* The application was introduced at the Planning Commission meeting on 3/8/2023. A public hearing was scheduled for the 4/12/2023 Planning Commission meeting.

Hickory Forest / Hickory Meadows – Zoning Map Amendment (Rezoning)

- *Location:* Portions on Barney Road, East Traverse Highway (M-72), and Randolph Street
- *Development Description:* Proposed rezoning of properties to P-R Park-Recreation zoning district
- *Status:* The application was introduced at the Planning Commission meeting on 3/8/2023. A public hearing was scheduled for the 4/12/2023 Planning Commission meeting.

South 22 Multi-Family Housing – Special Use Permit Discussion

- *Location:* Northwest corner of LaFranier and Hammond Roads
- *Development Description:* Approved 216-unit multi-family housing development
- *Status:* Developer discussed alternative construction plans at the Planning Commission meeting on 3/8/2023. Developers may explore submitting an amendment to this SUP to link this project to the neighboring Ridge 45, which may also involve amending the Ridge 45 SUP to ensure that there is a link between the two projects.

Oleson’s Food Store – Planned Unit Development Amendment

- *Location:* 3850 North Long Lake Road, at intersection of North Long Lake and Cedar Run Roads
- *Development Description:* Proposed amendment to permit six apartments
- *Status:* The application will be introduced at the Planning Commission meeting on 4/12/2023.

PLANNING:


Other Planning Department activities include the following:

- The Staff and the Parks and Recreation Commission have been preparing a grant application to the Michigan Natural Resources Trust Fund (MNRTF) for the implementation of the Grand Traverse Commons Natural Area Design Plan. The application is for a 1.25-mile universally accessible trail loop beginning and ending at the Red Drive trailhead near Greenspire School. The application was submitted on March 30, 2023.
- Staff are facilitating a mountain biking subcommittee of the Parks and Recreation Commission to help guide implementation of the mountain biking portion of the Plan. Near-term issues include closure and rerouting of some of the existing mountain bike trails to help prevent conflicts between hikers and bikers.
- For its March study session, the Planning Commission focused on reviewing several items for the Master Plan update as follows: Housing Analysis and Recommendations, Summary of Meetings with Neighboring Communities, and Vision and Core Concepts. For the April study session, the Planning Commission will look at Environment, Water Quality, and Energy, and Parks and Trails.

STAFF:

John Sych, AICP, Planning Director
Email: jsych@garfield-twp.com
Direct Line: (231) 225-3155

Stephen Hannon, AICP, Deputy Planning Director
Email: shannon@garfield-twp.com
Direct Line: (231) 225-3156

 Charter Township of Garfield Planning Department Report No. 2023-38			
Prepared:	April 5, 2023	Pages:	6
Meeting:	April 12, 2023 Planning Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	Hickory Properties P-R Rezoning – Public Hearing		
File No.:	Z-2023-01		
Parcel No.:	#05-005-050-10, #05-004-003-60, #05-005-034-10, and #05-005-034-20		
Applicant:	City of Traverse City & Charter Township of Garfield Recreational Authority		
Agent:	Grand Traverse Regional Land Conservancy		
Owner:	Bercal Properties LLC		

PURPOSE OF APPLICATION:

The applicant requested rezoning 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, and are listed below with their current zoning classifications:

Parcel No.	Current Use	Acres	Current Zoning
05-005-050-10	Hickory Forest	71.33	A-Agricultural
05-004-003-60	Hickory Meadows	69.79	R-1 One-Family Residential
05-005-034-10	Hickory Meadows	37.47	R-1 One-Family Residential
05-005-034-20	Hickory Meadows	0.44	R-1 One-Family Residential

SUBJECT PROPERTIES:

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 (Joint Recreational Authority).

Zoomed-out aerial view of the subject properties (highlighted in blue); the area to the left is the Hickory Forest parcel and the area to the right is the three Hickory Meadows parcels



Zoomed-in aerial view of the subject property (highlighted in blue); the area to the left is the Hickory Forest parcel and the area to the right is the three Hickory Meadows parcels



The application was introduced at the March 8, 2023 regular meeting of the Planning Commission, at which time Commissioners set a public hearing on the application for their April 12, 2023 regular meeting.

MASTER PLAN CONSIDERATIONS:

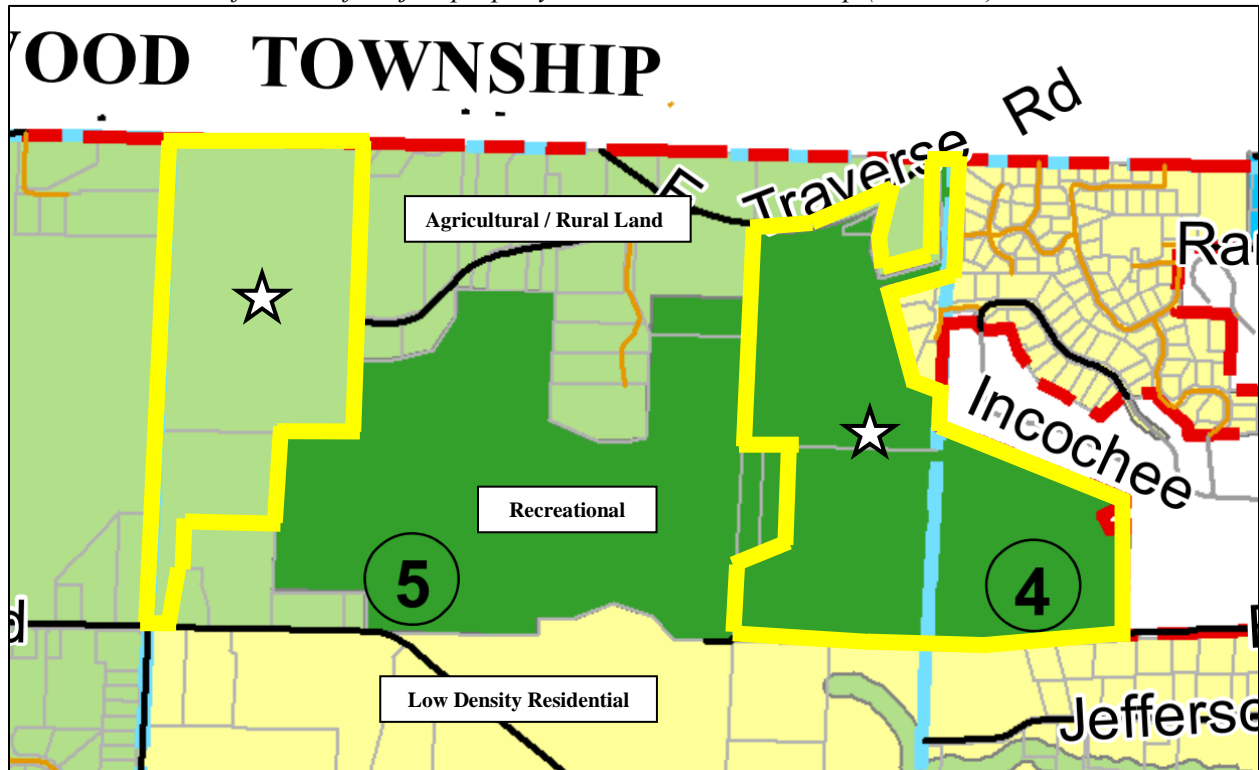
A key factor in considering rezoning requests is whether the request is consistent with the Master Plan. In this case, the Future Land Use Map shows the Hickory Forest parcel with the designation of “Agricultural / Rural Land” and the three parcels constituting Hickory Meadows with the designation of “Recreational.” The “Agricultural / Rural Land” designation is intended “to provide areas for agricultural operations and low intensity land uses in the outlying areas of the Township.” The “Recreational” designation “indicates areas suitable for active and passive recreation, and which are already owned by a municipality or other governmental entity. This classification is not intended to identify future properties which may be acquired as the parkland system grows, but rather to protect and preserve existing parks and sensitive natural areas.”

Surrounding Properties	Surrounding Future Land Use Designations
West of Hickory Forest parcel	Agricultural / Rural Land
Between Hickory Forest and Hickory Meadows	Agricultural / Rural Land (primarily) Recreational (Hickory Hills)
East of Hickory Meadows parcels	Low Density Residential (primarily along Incochee Road) City of Traverse City
To the north	Elmwood Township
To the south	Low Density Residential

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. The proposed P-R zoning district for the Hickory Forest parcel does not match the future land use designation; however, several other factors also need to be considered as described below. The most compatible zoning district for the “Recreational” designation is the P-R Park and Recreation district. The

proposed P-R zoning district for the Hickory Meadows parcels matches their future land use designation. An excerpt from the Zoning Plan for the P-R zoning designation is provided below.

Location and classification of subject property on Future Land Use Map (“FLUM”):



Excerpt from Zoning Plan matching proposed P-R zoning for the subject property:

Master Plan Designation	Recreational (Master Plan designation for the Hickory Forest site is Agricultural / Rural Land)
[Requested] Zoning	P-R Park and Recreation
Zoning Ordinance District Intent	The P-R (Park and Recreation) districts provide areas for passive and active recreational facilities which are owned or operated by a municipality or other governmental entity.
Potentially Compatible District	A-Agricultural or R-R Rural Residential
Considerations for Downzoning (Less Density)	This district reflects publically owned lands and would not support a rezoning to any other district.
Considerations for Upzoning (More Density)	Properties that are owned by another municipality and not actively being used for recreation or recreational support services may be considered for a rezoning at the municipality’s request. A request to rezone should only be considered for a district that is compatible with the recreational use, such as Agricultural.

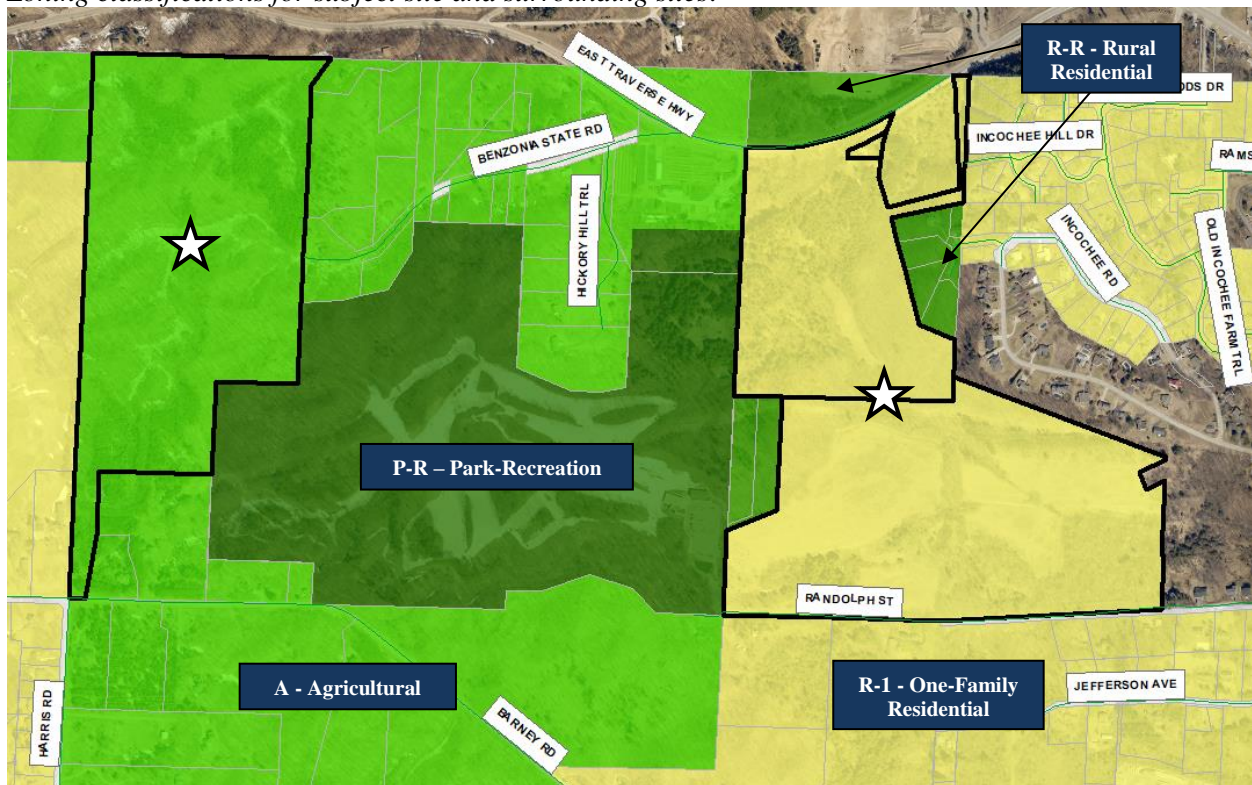
ZONING FOR SUBJECT SITE AND SURROUNDING SITES:

The zoning for the existing Hickory Forest site is A-Agricultural, shown below in light green. The zoning for the existing three Hickory Meadows parcels is R-1 One-Family Residential, shown below in yellow.

Zoning for surrounding sites is as follows:

Surrounding Properties	Surrounding Zoning
West of Hickory Forest parcel	A – Agricultural and R-1 – One-Family Residential
Between Hickory Forest and Hickory Meadows	P-R – Park-Recreation (Hickory Hills) R-R – Rural Residential (portion of Morgan Farms PUD and two “landlocked” parcels between Hickory Hills & Hickory Meadows); A – Agricultural (all other parcels)
East of Hickory Meadows parcels	R-1 – One-Family Residential, R-R – Rural Residential, and City of Traverse City
To the north	Elmwood Township
To the south	A – Agricultural south of Hickory Forest and Hickory Hills R-1 – One-Family Residential south of Hickory Meadows

Zoning classifications for subject site and surrounding sites:



USES OF SUBJECT SITE AND SURROUNDING SITES:

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. Uses of the surrounding sites are as follows:

Surrounding Properties	Surrounding Uses
West of Hickory Forest parcel	Residential, Bay Meadows golf course, Ritter’s senior living
Between Hickory Forest and Hickory Meadows	Hickory Hills Recreation Area, portion of the Morgan Farms PUD, Zimmerman Landscaping, and residential
East of Hickory Meadows parcels	Residential in Garfield Township and City of Traverse City
To the north	Residential and vacant/unbuilt land in Elmwood Township
To the south	Residential and vacant/unbuilt land

STAFF COMMENT:

Upon preliminary review of the Master Plan and Future Land Use designation for the subject site, Staff is of the opinion that this proposed Map Amendment is justifiable. The proposed zoning designation for the Hickory Meadows parcels matches the Future Land Use designation. The proposed zoning for the Hickory Forest does not match the Future Land Use designation. However, other factors may support the rezoning of this property as described below in the Preliminary Approval Criteria Discussion.

During the Introduction of the application at the March 8, 2023 regular Planning Commission meeting, the Commissioners asked about the two “landlocked” parcels between Hickory Hills and Hickory Meadows. Although these parcels also have a Future Land Use designation of Recreational, they are still in private ownership and thus not part of either Hickory Hills or Hickory Meadows.

PRELIMINARY APPROVAL CRITERIA DISCUSSION:

To focus the discussion on the factors relevant to approving a Map Amendment, the following approval criteria are included below for reference:

Section 421.E Approval Criteria of Zoning Map Amendment

In its review of an application for rezoning, the Township should consider, but is not necessarily limited to, the criteria as defined in § 421.E (1) Master Plan Consistency through § 421.E (8) Other Factors. No single factor is controlling; instead, each must be weighed in relation to the other standards.

The applicant shall have the burden of justifying the amendment, including identifying specific reasons warranting the amendment, and providing any supporting data and information to address the following:

1. Master Plan Consistency

According to the Master Plan, the Future Land Use designation for the Hickory Meadows parcels is Recreational, and the proposed zoning district of P-R Park-Recreation matches this designation. The Future Land Use designation for the Hickory Forest parcel is Agricultural / Rural Land, and the proposed zoning of P-R Park-Recreation does not match the Future Land Use designation for the site. However, the Master Plan also includes the following information which may support the proposed rezoning application:

As part of the Implementation section, the Master Plan includes the following goals and objectives for “Natural Resources and Parks and Recreational Opportunities:”

- Continue to work closely with area environmental groups and other interested organizations to support environmental preservation and restoration efforts within the Township.
- Continue implementation of the Township’s Green Infrastructure Plan and consider updates to that plan to reflect natural resource management best practices and changing circumstances.
- Continue efforts to acquire additional property for parklands via grants, conservation easements, and open space preservation requirements in development approvals

2. Adverse Impacts on Neighboring Lands

The Township shall consider the nature and degree of an adverse impact upon neighboring lands. The proposed P-R zoning would be consistent with the adjacent P-R zoning on the Hickory Hills parcel and would represent an expansion of a contiguous parkland area. The P-R zoning and park and recreation land use is compatible with surrounding land uses, which are primarily agricultural and residential.

3. *Suitability as Presently Zoned*

Garfield Township shall consider the suitability or unsuitability of the tract for its use as presently zoned. The Hickory Meadows parcels are currently zoned as R-1 One-Family Residential, but the site is used as parkland and no residential development is anticipated on these parcels. The Hickory Forest site is currently zoned as A-Agricultural. This parcel is heavily forested and is unlikely to be used for farmland or farming operations.

4. *Changed Conditions*

Any changes in conditions since the adoption of the zoning ordinance shall be considered as part of this rezoning request. In November 2020, voters in Garfield Township and the City of Traverse City approved a 20-year operating millage for the Joint Recreational Authority to continue their operations and to purchase and preserve the Hickory Forest site.

5. *Health, Safety, and Welfare*

Commissioners shall consider the application as it relates to public health, safety, and general welfare, and how the proposal may affect nearby historical and cultural places and areas. The only future improvements anticipated on these sites would be trails, trailheads, or other low impact uses which would not negatively impact public health, safety, and welfare. There does not appear to be any nearby historical or cultural places or areas.

6. *Public Policy*

Certain public policies in favor of the rezoning may be considered. Information in the Master Plan which may support the proposed rezoning application is described above. Also, the Township's prior Parks and Recreation Master Plan, which was in place when voters approved the millage for the Joint Recreational Authority in November 2020, identified this parcel as a potential future park opportunity in the Green Infrastructure Plan.

7. *Size of Tract*

The Township shall consider the size, shape, and characteristics of the tract in relation to the affected neighboring lands. Ordinance amendments shall generally not rezone a single lot when there have been no intervening changes or other saving characteristics. These four parcels total 179.03 acres. No issues relating to the size of tract are anticipated as part of this proposed rezoning.

8. *Other Factors*

Any other factors relevant to this application under state law may be considered by Commissioners as part of this rezoning request.

ACTION REQUESTED:

The item is placed on tonight's agenda to hold a public hearing on the rezoning application. If, following the public hearing, the Planning Commission is prepared to direct Staff to draft the Findings of Fact for this application, then the following motion is suggested:

MOTION TO direct Staff to draft Findings of Fact for application Z-2023-01.

Any additional information deemed necessary by the Planning Commission should be added to the motion.

Attachments:

1. Application for Zoning Ordinance Map Amendment for Hickory Meadows site dated February 1, 2023
2. Application for Zoning Ordinance Map Amendment for Hickory Forest parcels dated February 2, 2023, including Map of Property Boundaries, Proposed Trails, and Proposed Trailheads, Warranty Deed, Property Information, Recreation Authority Acquisition Information, and Impact Statement



Charter Township of Garfield

Grand Traverse County

3848 VETERANS DRIVE
TRAVERSE CITY, MICHIGAN 49684
PH: (231) 941-1620 • FAX: (231) 941-1588

ZONING ORDINANCE AMENDMENT (ZOA) APPLICATION

ASSISTANCE

This application must be completed in full. An incomplete or improperly prepared application will not be accepted and will result in processing delays. Before submitting an application, it is recommended that you contact the Planning Department to arrange an appointment to discuss your proposed application. Time is often saved by these preliminary discussions. For additional information or assistance in completing this development application, please contact the Planning Department at (231) 941-1620.

ACTION REQUESTED

- Map Amendment (Rezoning)
- Text Amendment
- Conditional Rezoning

PROJECT / DEVELOPMENT NAME

Hickory Meadows

APPLICANT INFORMATION

Name: Matt Cowall, Recreational Authority

Address: 324 Munson Ave, Traverse City, MI 49686

Phone Number: 231-929-3696

Email: mcowall@liaa.org

AGENT INFORMATION

Name: Matt Cowall, Recreational Authority

Address: 324 Munson Ave, Traverse City, MI 49686

Phone Number: 231-929-3696

Email: mcowall@liaa.org

OWNER INFORMATION

Name: The City of Traverse City and Charter Township of Garfield Recreational Authority

Address: 324 Munson Ave, Traverse City, MI 49686

Phone Number: 231-929-3696

Email: mcowall@liaa.org

CONTACT PERSON

Please select one person to be contact person for all correspondence and questions:

<i>Applicant:</i>	Matt Cowall, 231-929-3696, mcowall@liaa.org
<i>Agent:</i>	Matt Cowall, 231-929-3696, mcowall@liaa.org
<i>Owner:</i>	Matt Cowall, 231-929-3696, mcowall@liaa.org

PROPERTY INFORMATION

<i>Property Address:</i>	Randolph St, Traverse City, MI 49684
<i>Property Identification Number:</i>	05-004-003-60, 05-005-034-10, 05-005-034-20
<i>Legal Description:</i>	Please see attached
<i>Zoning District:</i>	R-1
<i>Master Plan Future Land Use Designation:</i>	Recreational
<i>Area of Property (acres or square feet):</i>	Approx. 108 acres
<i>Existing Use(s):</i>	Public passive recreation
<i>Proposed Use(s):</i>	Public passive recreation

REQUIRED SUBMITTAL ITEMS

A complete application for a Zoning Ordinance Amendment consists of the following:

Application Form:

- One original signed application
- One digital copy of the application (PDF only)

Application Fee:

Fees are established by resolution of the Garfield Township Board and are set out in the current Fee Schedule as listed on the Planning Department page of the Township website (<http://www.garfield-twp.com>). Please make check out to Charter Township of Garfield.

- Fee

Escrow Fee:

Additional fees may be required if a review by independent professional help is deemed necessary by the Township. If required, such additional fees must be placed in escrow by the applicant in accordance with the escrow policies of the Township and prior to any further processing of this application. Any unused escrow funds shall be returned to the applicant. Please complete an Escrow and Review (ER) Application form.

For Map (Rezoning) Amendment only, the following must be included:

Site Diagram

- Ten complete stapled 11"x17" paper sets
- One digital set (PDF) only

Supporting Information

- Ten paper copies of the Impact Statement for Map (Rezoning) Amendment
- One digital copy of the Impact Statement for Map (Rezoning) Amendment (PDP only)

For Text Amendment only, the following must be included:

- Ten paper copies of the Impact Statement for Text Amendment
- One digital copy of the Impact Statement for Text Amendment (PDF only)

For Conditional Rezoning only, the following must be included:

Site Development Plan

- Ten complete stapled 11"x17" paper sets
- Two complete bound 24"x36" paper sets
- One digital set (PDF only)

Supporting Information

- Ten paper copies of the Impact Statement for Conditional Rezoning
- One digital copy of the Impact Statement for Conditional Rezoning (PDF only)
- Ten paper copies of the Offer of Conditions for Conditional Rezoning
- One digital copy of the Offer of Conditions for Conditional Rezoning (PDF only)

Digital items to be delivered via email or USB flash drive

IMPACT STATEMENT FOR ZONING ORDINANCE MAP AMENDMENT

A written impact statement of the application as it relates to § 421.E of the Zoning Ordinance. The applicant shall have the burden of justifying the amendment, including identifying specific reasons warranting the amendment, and providing any supporting data and information.

1. Master Plan Consistency. Rezoning should be consistent with the intent and purpose of the adopted master plan.
2. Adverse Impacts on Neighboring Lands. The Township shall consider the nature and degree of an adverse impact upon neighboring lands. Lots shall not be rezoned in a way that is substantially inconsistent with the uses of the surrounding area, whether more or less restrictive. The Township finds and determines that vast acreages of single-use zoning produces uniformity with adverse consequences, such as traffic congestion, air pollution, and social separation. Accordingly, rezoning may promote mixed uses subject to a high degree of design control.
3. Suitability as Presently Zoned. The Township shall consider the suitability or unsuitability of the tract for its use as presently zoned. This factor, like the others, must often be weighed in relation to the other standards, and instances can exist in which suitably zoned lands may be rezoned upon proof of a real public need, substantially changed conditions in the neighborhood, or to effectuate important goals, objectives, policies, and strategies of the master plan, specification, or this ordinance.
4. Changed Conditions. The Township shall consider whether any conditions have changed, since the zoning ordinance was adopted, that might justify the amendment.
5. Health, Safety, and Welfare. The ordinance amendment must bear a substantial relationship to the public health, safety, or general welfare, or must protect and preserve historical and cultural places and areas. The rezoning ordinance may be justified, however, if a substantial public need or purpose exists.
6. Public Policy. Certain public policies in favor of the rezoning may be considered. Examples include a need for affordable housing, economic development, mixed-use development, or sustainable environmental features, which are consistent with neighborhood, area, or specific plans.
7. Size of Tract. The Township shall consider the size, shape, and characteristics of the tract in relation to the affected neighboring lands. Ordinance amendments shall generally not rezone a single lot when there have been no

intervening changes or other saving characteristics. Proof that a small tract is unsuitable for use as zoned, or that there have been substantial changes in the immediate area, may justify an ordinance amendment.

8. Other Factors. The Township may consider any other factors relevant to a rezoning application under state law.

IMPACT STATEMENT FOR ZONING ORDINANCE TEXT AMENDMENT

A written impact statement of the application as it relates to § 421.E of the Zoning Ordinance. The applicant shall have the burden of justifying the amendment, including identifying specific reasons warranting the amendment, and providing any supporting data and information.

1. Master Plan Consistency. A text amendment should be consistent with the intent and purpose of the adopted master plan.
2. Changed Conditions. The Township shall consider whether any conditions have changed since the zoning ordinance was adopted that might justify the amendment.
3. Health, Safety, and Welfare. The ordinance amendment must bear a substantial relationship to the public health, safety, or general welfare, or must protect and preserve historical and cultural places and areas.
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A written impact statement of the application as it relates to § 421.E of the Zoning Ordinance. The applicant shall have the burden of justifying the amendment, including identifying specific reasons warranting the amendment, and providing any supporting data and information.

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Submittal Waiver:

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1. The erection or enlargement of an accessory structure;
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SITE PLAN

Check that your site plan includes all required elements for a Site Development Plan (SDP). Please use the Required Site Plan Elements Checklist below.

ADDITIONAL INFORMATION

If applicable, provide the following further information:

	<u>Yes</u>	<u>No</u>	<u>Not Applicable</u>
A. <u>Sanitary Sewer Service</u>			
1. Does project require extension of public sewer line?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Will a community wastewater system be installed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If yes, provide construction plans and specifications			
3. Will on-site disposal be used?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If yes, is it depicted on plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. <u>Water Service</u>			
1. Does project require extension of public water main?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Will a community water supply be installed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If yes, provide construction plans and specifications			
C. <u>Public utility easements required?</u>			
If yes, show on plan.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. <u>Stormwater Review/Soil Erosion</u>			
1. Soil Erosion Plans approved by Soil Erosion Office?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If so, attach approval letter.			
If no, are alternate measures shown?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Stormwater Plans approved by Township Engineer?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If so, attach approval letter.

If no, are alternate measures shown?

Note: Alternate measures must be designed and sealed by a registered Engineer.

E. Roads and Circulation

- 1. Are interior public streets proposed?
 If yes, has Road Commission approved (attach letter)?
- 2. Will public streets connect to adjoining properties or future streets?
- 3. Are private roads or interior drives proposed?
- 4. Will private drives connect to adjoining properties service roads?
- 5. Has the Road Commission or MDOT approved curb cuts?
 If yes, attach approved permit.

OTHER INFORMATION

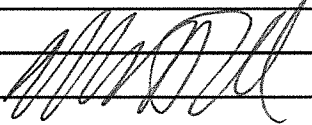
If there is any other information that you think may be useful in the review of this application, please attach it to this application or explain it on a separate page.

REVIEW PROCESS

- 1. Upon submittal of this application, Staff will review the materials submitted and will, within ten (10) working days, forward a determination of completeness to the applicant. If the submission is incomplete or noncompliant with the Zoning Ordinance, it will be returned to the applicant for revision. Once the submission is revised, Staff will again review it for completeness and again forward a determination to the applicant within ten (10) working days. This procedure shall be repeated until a complete submission is received.
- 2. Once the application is deemed to be complete and submitted according to the application deadlines, it will be forwarded to the Planning Commission for review. The Planning Commission will determine if the application is complete and schedule a public hearing.
- 3. Following the public hearing, the Planning Commission will make a recommendation on the application to the Township Board.
- 4. Prior to making a decision, the Township Board will hold a second public hearing on the application. Following the public hearing, the Township Board will make a decision to approve or deny the application.
- 5. If a Conditional Rezoning is approved or approved with conditions, the decision of the Township Board shall be incorporated into a written report and decision order.

PERMISSION TO ENTER SUBJECT PROPERTY

Permission is hereby granted to Garfield Township staff and Planning Commissioners to enter the premises subject to this application for the purposes of making inspections associated with this application, during normal and reasonable working hours.

Owner Signature:	
Applicant Signature:	
Agent Signature:	
Date:	

OWNER'S AUTHORIZATION

If the applicant is not the registered owner of the lands that is the subject of this application, the owner(s) must complete the authorization set out below.

I/We _____ authorize to make this application on my/our behalf and to provide any of my/our personal information necessary for the processing of this application. Moreover, this shall be your good and sufficient authorization for so doing.

Owner Signature:

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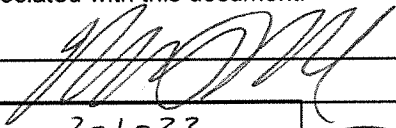
Date:

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AFFIDAVIT

The undersigned affirms that he/she or they is (are) the owner, or authorized agent of the owner, involved in the application and all of the information submitted in this application, including any supplemental information, is in all respects true and correct. The undersigned further acknowledges that willful misrepresentation of information will terminate this permit application and any permit associated with this document.

Owner Signature:



Date:

2-1-23

Applicant Signature:


--

Date:

2-1-23

Required Site Plan Elements Checklist (See § 956 of the Zoning Ordinance) Site Diagram (SD) / Administrative Site Plan (ASP) / Site Development Plan (SDP)	SD	ASP/ SDP
A. Basic Information		
1. Applicant's name, address, telephone number and signature	<input type="checkbox"/>	<input type="checkbox"/>
2. Property owner's name, address, telephone number and signature	<input type="checkbox"/>	<input type="checkbox"/>
3. Proof of property ownership	<input type="checkbox"/>	<input type="checkbox"/>
4. Whether there are any options or liens on the property	<input type="checkbox"/>	<input type="checkbox"/>
5. A signed and notarized statement from the owner of the property that the applicant has the right to act as the owner's agent	<input type="checkbox"/>	<input type="checkbox"/>
6. The address and/or parcel number of the property, complete legal description and dimensions of the property, setback lines, gross and net acreages and frontage	<input type="checkbox"/>	<input type="checkbox"/>
7. A vicinity map showing the area and road network surrounding the property		<input type="checkbox"/>
8. Name, address and phone number of the preparer of the site plan	<input type="checkbox"/>	<input type="checkbox"/>
9. Project title or name of the proposed development	<input type="checkbox"/>	<input type="checkbox"/>
10. Statement of proposed use of land, project completion schedule, any proposed development phasing	<input type="checkbox"/>	<input type="checkbox"/>
11. Land uses and zoning classification on the subject parcel and adjoining parcels	<input type="checkbox"/>	<input type="checkbox"/>
12. Seal of the registered engineer, architect, landscape architect, surveyor, or planner who prepared the plan, as well as their name, address and telephone number		<input type="checkbox"/>
B. Site Plan Information		
1. North arrow, scale, and date of original submittal and last revision	<input type="checkbox"/>	<input type="checkbox"/>
2. Boundary dimensions of natural features		<input type="checkbox"/>
3. Natural features such as woodlots, water bodies, wetlands, high risk erosion areas, slopes over twenty-five percent (25%), beach, drainage, and similar features		<input type="checkbox"/>
4. Proposed alterations to topography and other natural features		<input type="checkbox"/>
5. Existing topographic elevations at two-foot intervals except shown at five-foot intervals where slopes exceed 18%		<input type="checkbox"/>
6. Soil erosion and sediment control measures as required by the Grand Traverse County Soil Erosion Department.	<input type="checkbox"/>	<input type="checkbox"/>
7. The location, height and square footage of existing and proposed main and accessory buildings, and other existing structures		<input type="checkbox"/>
8. Location and specifications for any existing or proposed (above or below ground) storage facilities for any chemicals, salts, flammable materials, or hazardous materials. Include any containment structures or clear zones required by county, state or federal government authorities		<input type="checkbox"/>
9. Proposed finish floor and grade line elevations of any structures <i>*Required only for habitable construction within the floodplain on site diagrams and administrative site plans.</i>	<input type="checkbox"/>	<input type="checkbox"/>
10. Existing and proposed driveways, including parking areas	<input type="checkbox"/>	<input type="checkbox"/>
11. Neighboring driveways and other vehicular circulation features adjacent to the site		<input type="checkbox"/>
12. A dimensional plan indicating the location, size and number of parking spaces of the on-site parking areas, and shared parking areas	<input type="checkbox"/>	<input type="checkbox"/>
13. Identification and dimensions of service lanes and service parking, snow storage areas, loading and unloading and docks		<input type="checkbox"/>
14. Proposed roads, access easements, sidewalks, bicycle paths, and other vehicular and pedestrian circulation features within and adjacent to the site		<input type="checkbox"/>
15. Location of and dimensions of curb cuts, acceleration, deceleration and passing lanes		<input type="checkbox"/>
16. Location of neighboring structures that are close to the parcel line or pertinent to the proposal		<input type="checkbox"/>
17. Location of water supply lines and/or wells	<input type="checkbox"/>	<input type="checkbox"/>
18. Location of sanitary sewer lines and/or sanitary sewer disposal systems	<input type="checkbox"/>	<input type="checkbox"/>
19. Location, specifications, and access to a water supply in the event of a fire emergency		<input type="checkbox"/>
20. Sealed (2) stormwater plans including the location and design of storm sewers, retention or detention ponds, swales, wastewater lines, clean out locations, connection points and treatment systems		<input type="checkbox"/>
21. A utility plan including the location of all other utilities on the site including but not limited to natural gas, electric, cable TV, telephone and steam		<input type="checkbox"/>
22. A sign plan indicating the location, size and specifications of all signs and advertising features, including cross sections		<input type="checkbox"/>
23. A lighting plan including exterior lighting locations with area of illumination illustrated by point values on a photometric plan, Kelvin rating, as well as the type of fixtures and shielding to be used		<input type="checkbox"/>
24. Proposed location of any open spaces, landscaping and buffering features such as buffer areas, vegetation belts, fences, walls, trash receptacle screening, and other screening features with cross sections shown		<input type="checkbox"/>
25. A Landscape plan and table identifying the species, size of landscape materials, and number proposed, compared to what is required by the Ordinance. All vegetation to be retained on site must also be indicated, as well as, its typical size by general location or range of sizes as appropriate		<input type="checkbox"/>
26. Statements regarding the project impacts on existing infrastructure (including traffic capacity, schools, and existing utilities, and on the natural environment on and adjacent to the site)		<input type="checkbox"/>
27. Changes or modifications required for any applicable regulatory agencies' approvals		<input type="checkbox"/>



Charter Township of Garfield

Grand Traverse County

3848 VETERANS DRIVE
TRAVERSE CITY, MICHIGAN 49684
PH: (231) 941-1620 • FAX: (231) 941-1588

ZONING ORDINANCE AMENDMENT (ZOA) APPLICATION

ASSISTANCE

This application must be completed in full. An incomplete or improperly prepared application will not be accepted and will result in processing delays. Before submitting an application, it is recommended that you contact the Planning Department to arrange an appointment to discuss your proposed application. Time is often saved by these preliminary discussions. For additional information or assistance in completing this development application, please contact the Planning Department at (231) 941-1620.

ACTION REQUESTED

- Map Amendment (Rezoning)
- Text Amendment
- Conditional Rezoning

PROJECT / DEVELOPMENT NAME

Hickory Forest Natural Area

APPLICANT INFORMATION

Name: Matt Cowall, Recreational Authority

Address: 324 Munson Ave, Traverse City, MI 49686

Phone Number: 231-929-3696

Email: mcowall@liaa.org

AGENT INFORMATION

Name: Chris Sullivan, Grand Traverse Regional Land Conservancy

Address: 3860 N Long Lake Rd, Ste D, Traverse City, MI 49684

Phone Number: 231-922-1243

Email: csullivan@gtrlc.org

OWNER INFORMATION

Name: Bercal Properties LLC

Address: 6223 Peninsula Dr, Traverse City, MI 49686

Phone Number: See Agent Information

Email: See Agent Information

CONTACT PERSON

Please select one person to be contact person for all correspondence and questions:

<i>Applicant:</i>	Matt Cowall, 231-929-3696, mcowall@liaa.org
<i>Agent:</i>	Chris Sullivan, 231-922-1243, csullivan@gtrlc.org
<i>Owner:</i>	Chris Sullivan, 231-922-1243, csullivan@gtrlc.org

PROPERTY INFORMATION

<i>Property Address:</i>	Barney Rd, Traverse City, MI 49684-8315
<i>Property Identification Number:</i>	05-005-050-10
<i>Legal Description:</i>	Please see attached
<i>Zoning District:</i>	A
<i>Master Plan Future Land Use Designation:</i>	Agricultural/Rural Land
<i>Area of Property (acres or square feet):</i>	71.33 acres
<i>Existing Use(s):</i>	None
<i>Proposed Use(s):</i>	Public passive recreation

REQUIRED SUBMITTAL ITEMS

A complete application for a Zoning Ordinance Amendment consists of the following:

Application Form:

- One original signed application
- One digital copy of the application (PDF only)

Application Fee:

Fees are established by resolution of the Garfield Township Board and are set out in the current Fee Schedule as listed on the Planning Department page of the Township website (<http://www.garfield-twp.com>). Please make check out to Charter Township of Garfield.

- Fee

Escrow Fee:

Additional fees may be required if a review by independent professional help is deemed necessary by the Township. If required, such additional fees must be placed in escrow by the applicant in accordance with the escrow policies of the Township and prior to any further processing of this application. Any unused escrow funds shall be returned to the applicant. Please complete an Escrow and Review (ER) Application form.

For Map (Rezoning) Amendment only, the following must be included:

Site Diagram

- Ten complete stapled 11"x17" paper sets
- One digital set (PDF) only

Supporting Information

- Ten paper copies of the Impact Statement for Map (Rezoning) Amendment
- One digital copy of the Impact Statement for Map (Rezoning) Amendment (PDP only)

For Text Amendment only, the following must be included:

- Ten paper copies of the Impact Statement for Text Amendment
- One digital copy of the Impact Statement for Text Amendment (PDF only)

For Conditional Rezoning only, the following must be included:

Site Development Plan

- Ten complete stapled 11"x17" paper sets
- Two complete bound 24"x36" paper sets
- One digital set (PDF only)

Supporting Information

- Ten paper copies of the Impact Statement for Conditional Rezoning
- One digital copy of the Impact Statement for Conditional Rezoning (PDF only)
- Ten paper copies of the Offer of Conditions for Conditional Rezoning
- One digital copy of the Offer of Conditions for Conditional Rezoning (PDF only)

Digital items to be delivered via email or USB flash drive

IMPACT STATEMENT FOR ZONING ORDINANCE MAP AMENDMENT

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3. Any use or development, proposed as part of an offer of conditions that would require a special land use permit under the terms of this ordinance, may only be commenced if a special land use permit for such use or development is ultimately granted in accordance with the provisions of this ordinance.
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Check that your site plan includes all required elements for a Site Development Plan (SDP). Please use the Required Site Plan Elements Checklist below.

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If applicable, provide the following further information:

	<u>Yes</u>	<u>No</u>	<u>Not Applicable</u>
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1. Does project require extension of public sewer line?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Will a community wastewater system be installed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, provide construction plans and specifications			
3. Will on-site disposal be used?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, is it depicted on plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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1. Does project require extension of public water main?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Will a community water supply be installed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, provide construction plans and specifications			
C. <u>Public utility easements required?</u>			
If yes, show on plan.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
D. <u>Stormwater Review/Soil Erosion</u>			
1. Soil Erosion Plans approved by Soil Erosion Office?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If so, attach approval letter.			
If no, are alternate measures shown?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Stormwater Plans approved by Township Engineer?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If so, attach approval letter.

If no, are alternate measures shown?

Note: Alternate measures must be designed and sealed by a registered Engineer.

E. Roads and Circulation

- 1. Are interior public streets proposed?
 If yes, has Road Commission approved (attach letter)?
- 2. Will public streets connect to adjoining properties or future streets?
- 3. Are private roads or interior drives proposed?
- 4. Will private drives connect to adjoining properties service roads?
- 5. Has the Road Commission or MDOT approved curb cuts?
 If yes, attach approved permit.

OTHER INFORMATION

If there is any other information that you think may be useful in the review of this application, please attach it to this application or explain it on a separate page.

REVIEW PROCESS

- 1. Upon submittal of this application, Staff will review the materials submitted and will, within ten (10) working days, forward a determination of completeness to the applicant. If the submission is incomplete or noncompliant with the Zoning Ordinance, it will be returned to the applicant for revision. Once the submission is revised, Staff will again review it for completeness and again forward a determination to the applicant within ten (10) working days. This procedure shall be repeated until a complete submission is received.
- 2. Once the application is deemed to be complete and submitted according to the application deadlines, it will be forwarded to the Planning Commission for review. The Planning Commission will determine if the application is complete and schedule a public hearing.
- 3. Following the public hearing, the Planning Commission will make a recommendation on the application to the Township Board.
- 4. Prior to making a decision, the Township Board will hold a second public hearing on the application. Following the public hearing, the Township Board will make a decision to approve or deny the application.
- 5. If a Conditional Rezoning is approved or approved with conditions, the decision of the Township Board shall be incorporated into a written report and decision order.

PERMISSION TO ENTER SUBJECT PROPERTY

Permission is hereby granted to Garfield Township staff and Planning Commissioners to enter the premises subject to this application for the purposes of making inspections associated with this application, during normal and reasonable working hours.

Owner Signature: John Bericini

Applicant Signature: *[Signature]*

Agent Signature: *[Signature]*

Date: 2/2/23

OWNER'S AUTHORIZATION

If the applicant is not the registered owner of the lands that is the subject of this application, the owner(s) must complete the authorization set out below.

I/We Bercal Properties LLC authorize to make this application on my/our behalf and to provide any of my/our personal information necessary for the processing of this application. Moreover, this shall be your good and sufficient authorization for so doing.

Owner Signature:

<i>John Bercini</i>

Date:

<i>2-2-23</i>

AFFIDAVIT

The undersigned affirms that he/she or they is (are) the owner, or authorized agent of the owner, involved in the application and all of the information submitted in this application, including any supplemental information, is in all respects true and correct. The undersigned further acknowledges that willful misrepresentation of information will terminate this permit application and any permit associated with this document.

Owner Signature:

<i>John Bercini</i>

Date:

<i>2-2-23</i>

Applicant Signature:

<i>[Signature]</i>

Date:

<i>2-2-23</i>

Required Site Plan Elements Checklist (See § 956 of the Zoning Ordinance) Site Diagram (SD) / Administrative Site Plan (ASP) / Site Development Plan (SDP)	SD	ASP/ SDP
A. Basic Information		
1. Applicant's name, address, telephone number and signature	<input type="checkbox"/>	<input type="checkbox"/>
2. Property owner's name, address, telephone number and signature	<input type="checkbox"/>	<input type="checkbox"/>
3. Proof of property ownership	<input type="checkbox"/>	<input type="checkbox"/>
4. Whether there are any options or liens on the property	<input type="checkbox"/>	<input type="checkbox"/>
5. A signed and notarized statement from the owner of the property that the applicant has the right to act as the owner's agent	<input type="checkbox"/>	<input type="checkbox"/>
6. The address and/or parcel number of the property, complete legal description and dimensions of the property, setback lines, gross and net acreages and frontage	<input type="checkbox"/>	<input type="checkbox"/>
7. A vicinity map showing the area and road network surrounding the property		<input type="checkbox"/>
8. Name, address and phone number of the preparer of the site plan	<input type="checkbox"/>	<input type="checkbox"/>
9. Project title or name of the proposed development	<input type="checkbox"/>	<input type="checkbox"/>
10. Statement of proposed use of land, project completion schedule, any proposed development phasing	<input type="checkbox"/>	<input type="checkbox"/>
11. Land uses and zoning classification on the subject parcel and adjoining parcels	<input type="checkbox"/>	<input type="checkbox"/>
12. Seal of the registered engineer, architect, landscape architect, surveyor, or planner who prepared the plan, as well as their name, address and telephone number		<input type="checkbox"/>
B. Site Plan Information		
1. North arrow, scale, and date of original submittal and last revision	<input type="checkbox"/>	<input type="checkbox"/>
2. Boundary dimensions of natural features		<input type="checkbox"/>
3. Natural features such as woodlots, water bodies, wetlands, high risk erosion areas, slopes over twenty-five percent (25%), beach, drainage, and similar features		<input type="checkbox"/>
4. Proposed alterations to topography and other natural features		<input type="checkbox"/>
5. Existing topographic elevations at two-foot intervals except shown at five-foot intervals where slopes exceed 18%		<input type="checkbox"/>
6. Soil erosion and sediment control measures as required by the Grand Traverse County Soil Erosion Department.	<input type="checkbox"/>	<input type="checkbox"/>
7. The location, height and square footage of existing and proposed main and accessory buildings, and other existing structures		<input type="checkbox"/>
8. Location and specifications for any existing or proposed (above or below ground) storage facilities for any chemicals, salts, flammable materials, or hazardous materials. Include any containment structures or clear zones required by county, state or federal government authorities		<input type="checkbox"/>
9. Proposed finish floor and grade line elevations of any structures <i>*Required only for habitable construction within the floodplain on site diagrams and administrative site plans.</i>	<input type="checkbox"/>	<input type="checkbox"/>
10. Existing and proposed driveways, including parking areas	<input type="checkbox"/>	<input type="checkbox"/>
11. Neighboring driveways and other vehicular circulation features adjacent to the site		<input type="checkbox"/>
12. A dimensional plan indicating the location, size and number of parking spaces of the on-site parking areas, and shared parking areas	<input type="checkbox"/>	<input type="checkbox"/>
13. Identification and dimensions of service lanes and service parking, snow storage areas, loading and unloading and docks		<input type="checkbox"/>
14. Proposed roads, access easements, sidewalks, bicycle paths, and other vehicular and pedestrian circulation features within and adjacent to the site		<input type="checkbox"/>
15. Location of and dimensions of curb cuts, acceleration, deceleration and passing lanes		<input type="checkbox"/>
16. Location of neighboring structures that are close to the parcel line or pertinent to the proposal		<input type="checkbox"/>
17. Location of water supply lines and/or wells	<input type="checkbox"/>	<input type="checkbox"/>
18. Location of sanitary sewer lines and/or sanitary sewer disposal systems	<input type="checkbox"/>	<input type="checkbox"/>
19. Location, specifications, and access to a water supply in the event of a fire emergency		<input type="checkbox"/>
20. Sealed (2) stormwater plans including the location and design of storm sewers, retention or detention ponds, swales, wastewater lines, clean out locations, connection points and treatment systems		<input type="checkbox"/>
21. A utility plan including the location of all other utilities on the site including but not limited to natural gas, electric, cable TV, telephone and steam		<input type="checkbox"/>
22. A sign plan indicating the location, size and specifications of all signs and advertising features, including cross sections		<input type="checkbox"/>
23. A lighting plan including exterior lighting locations with area of illumination illustrated by point values on a photometric plan, Kelvin rating, as well as the type of fixtures and shielding to be used		<input type="checkbox"/>
24. Proposed location of any open spaces, landscaping and buffering features such as buffer areas, vegetation belts, fences, walls, trash receptacle screening, and other screening features with cross sections shown		<input type="checkbox"/>
25. A Landscape plan and table identifying the species, size of landscape materials, and number proposed, compared to what is required by the Ordinance. All vegetation to be retained on site must also be indicated, as well as, its typical size by general location or range of sizes as appropriate		<input type="checkbox"/>
26. Statements regarding the project impacts on existing infrastructure (including traffic capacity, schools, and existing utilities, and on the natural environment on and adjacent to the site)		<input type="checkbox"/>
27. Changes or modifications required for any applicable regulatory agencies' approvals		<input type="checkbox"/>

Hickory Forest Rezoning - Garfield Township

Parcel 05-005-050-10 (71.33 acres)



E Angus Rd

72

Residential

E Traverse Hwy
884.55'

72

75.0'

Leelanau County

Grand Traverse County

Tods Trl

City of Traverse City &
Charter Township of Garfield
Recreational Authority

Matt Cowall
324 Munson Ave
Traverse City, MI 49686
231-929-3696

611.56'

Residential

Benzonia State Rd

Golf Course

Existing Park

1770.2'

3265.57'

484.36'

Residential

556.05'

678.67'

Residential

- Property Boundary, Garfield Township
- Property Boundary, Elmwood Township
- Proposed Trails
- Proposed Trailhead

Signature of Authorized Individual

1/19/23

Date

389.93'

385.49'

Barney Rd

93.16'

Residential

Harris Rd

Residential

Received in Leelanau
06/04/2020 11:20:00 AM

DOCUMENT NO. 202003235

Total Pages: 6
06/04/2020 02:24 PM Fees: \$35.00
DOROTHY M. MILLER, Register of Deeds
Leelanau County, MI



Part of 28-05-005-005-00

28-05-005-050-00

Parcel # 28-05-005-047-20 By SCK
STATE OF MICHIGAN, County of Grand Traverse, at Traverse City _____, I hereby
certify that there are no tax liens or titles held by the State of any individual against the within
description, and all taxes on same are paid for five years previous to the date of the instrument as appears
by the records in my office. This does not cover taxes in the process of collection by
Township, City or Village _____ Grand Traverse County, Treasurer

5/21/2020
SCK

WARRANTY DEED

THE GRANTORS:

MARILEE WOODARD (also known as Marilee C. Woodard), Trustee of the Clarence T. Kroupa and Esther G. Kroupa Joint Revocable Living Trust dated September 8, 2010, as amended (hereafter Kroupa Trust), whose address is 5431 Goodrick Road, Traverse City, MI 49684;

STEVEN H. WOODARD and MARILEE WOODARD (also known as Marilee C. Woodard), husband and wife (hereafter Woodard), whose address is 5431 Goodrick Road, Traverse City, MI 49684;

STEVEN H. WOODARD and MARILEE WOODARD (also known as Marilee C. Woodard), Cotrustees of the Steven H. Woodard and Marilee C. Woodard Joint Revocable Trust Agreement dated July 28, 2010 (hereafter Woodard Trust), whose address is 5431 Goodrick Road, Traverse City, MI 49684;

AND

MARK O. ALEXANDER and REBECCA A. ALEXANDER, husband and wife (hereafter Alexander), whose address is 305 Windy Rush Lane, DeWitt, MI 48820;

CONVEY AND WARRANT * TO

THE GRANTEE: BERCAL PROPERTIES LLC, a Michigan limited liability company, whose address is 6223 Peninsula Drive, Traverse City, MI 49686;

Land situated in the Township of Garfield, County of Grand Traverse, State of Michigan, and in the Township of Elmwood, County of Leelanau, State of Michigan, described more fully on Exhibit A attached hereto.

004-032-036-25
004-032-036-35

For the sum of Consideration set forth in the Real Estate Transfer Tax Valuation Affidavit filed.

*The Grantors warrant title, respectively, to that part of the property described in Exhibit A as set forth in the Old Republic National Title Insurance Commitments Nos. MI-398030 (Alexanders and Woodard Trust); MI-398024 (Alexanders and Woodard Trust); and MI-398022 (Kroupa Trust).

Land Division Approval of the parent parcel was given by the Charter Township of Garfield (Grand Traverse County, Michigan) by Certificate of Approval dated November 26, 2019, and recorded as Document No. 2020R-03789 in the Office of the Grand Traverse County Register of Deeds.

TAX CERTIFICATION LEELANAU COUNTY SUTTONS BAY, MI 6/4/2020 I hereby certify that, according to our records, all taxes returned to this office are paid five (5) years preceding the 15 day of 5/2020. This does not include taxes in the process of collection by Township, Cities or Villages, Board of Review changes, Michigan Tax Tribunal changes, or changes due to Principal Residence Exemptions or corrections

John A. Gulligan III
Leelanau County Treasurer

TZ:0146 02: TZ ANW

**MICHIGAN REAL ESTATE TRANSFER TAX
2020003235**

06/04/2020 02:24 PM Leelanau County, MI

Receipt# 20-3283
Tax Stamp # 25311

County Tax: \$45.10 State Tax: \$307.50



Signed by GRANTOR:

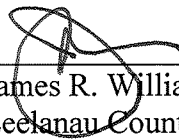
Clarence T. Kroupa and Esther G. Kroupa Joint Revocable Living Trust dated 09/08/2010, as amended

Date: May 15, 2020

By: Marilee C. Woodard, trustee
MARILEE WOODARD, Trustee

STATE OF MICHIGAN)
COUNTY OF LEELANAU)

The foregoing instrument was acknowledged before me on May 15, 2020, by Marilee Woodard, Trustee of the Clarence T. Kroupa and Esther G. Kroupa Joint Revocable Living Trust dated 09/08/2010, as amended, with the authority of and on behalf of said Trust.


James R. Williams, Notary Public
Leelanau County, State of Michigan
My commission expires: 07/18/2023

Signed by GRANTORS:

~~~~~

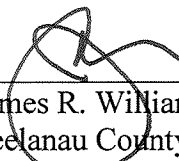
St H. Woodard  
STEVEN H. WOODARD

Date: May 15, 2020

Marilee C. Woodard  
MARILEE WOODARD

STATE OF MICHIGAN )  
COUNTY OF LEELANAU )

The foregoing instrument was acknowledged before me on May 15, 2020, by STEVEN H. WOODARD and MARILEE WOODARD, husband and wife.

  
James R. Williams, Notary Public  
Leelanau County, State of Michigan  
My commission expires: 07/18/2023

Signed by GRANTORS:

~~~~~

Steven H. Woodard & Marilee C. Woodard
Joint Revocable Trust Agreement
dated July 28, 2010


By: St H. Woodard
STEVEN H. WOODARD, Cotrustee

Date: May 15, 2020

By: Marilee C. Woodard
MARILEE C. WOODARD, Cotrustee

STATE OF MICHIGAN)
COUNTY OF LEELANAU)

The foregoing instrument was acknowledged before me on May 15, 2020, by Steven H. Woodard and Marilee C. Woodard, Cotrustees of the Steven H. Woodard and Marilee C. Woodard Joint Revocable Trust Agreement dated July 28, 2010, with the authority of and on behalf of said Trust.





James R. Williams, Notary Public
Leelanau County, State of Michigan
My commission expires: 07/18/2023

~~~~~


Signed by GRANTORS:

Date: May 15, 2020

  
\_\_\_\_\_  
MARK O. ALEXANDER  
  
\_\_\_\_\_  
REBECCA A. ALEXANDER

STATE OF MICHIGAN )  
COUNTY OF LEELANAU )

The foregoing instrument was acknowledged before me on May 15, 2020, by MARK O. ALEXANDER and REBECCA A. ALEXANDER, husband and wife.

  
\_\_\_\_\_  
James R. Williams, Notary Public  
Leelanau County, State of Michigan  
My commission expires: 07/18/2023

~~~~~

When Recorded Return To/Send Subsequent Tax Bills To:

Drafted by:

Bercal Properties LLC
6223 Peninsula Drive
Traverse City, MI 49686

Law Offices of James R. Williams
By: James R. Williams (P22351)
105 W. Broadway, P.O. Box 458
Suttons Bay, MI 49682-0458
(231) 271-3254

Tax Parcel IDs 45-004-032-036-35
45-004-032-036-25
28-05-005-047-20
28-05-005-005-00
28-05-005-050-00

Recording Fees: \$35.00

EXHIBIT A
Attachment to Warranty Deed

MARILEE WOODARD, Trustee of the Clarence T. Kroupa and Esther G. Kroupa Joint Revocable Living Trust dated September 8, 2010, as amended - Grantor
STEVEN H. WOODARD and MARILEE WOODARD, husband and wife - Grantors
STEVEN H. WOODARD and MARILEE WOODARD, Cotrustees of the Steven H. Woodard and Marilee C. Woodard Joint Revocable Trust Agreement dated July 28, 2010 - Grantors
MARK O. ALEXANDER and REBECCA A. ALEXANDER, husband and wife - Grantors
BERCAL PROPERTIES LLC, a Michigan limited liability company - Grantee

Legal Description

Land in the Township of Garfield, County of Grand Traverse, State of Michigan, and in the Township of Elmwood, County of Leelanau, State of Michigan, described as follows:

PARCEL A

Part of the Northwest 1/4 of Section 5, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County, Michigan, described as:

Beginning at the West quarter corner of Section 5; thence North 01°31'36" East along the West line of Section 5, 3265.57 feet to the Northwest corner of Section 5; thence South 89°26'24" East along the North line of Section 5, 1311.56 feet to a found 1/8th corner as previously used in surveys recorded in Liber 1, page 151 and Liber 5, page 595; thence South 89°37'49" East along the North line of Section 5, 110.58 feet; thence South 35°53'54" West, 196.16 feet to a previously established 1/8th line; thence South 01°35'38" West along the West 1/8th line of Section 5, 1770.20 feet to a found 1/8th corner as previously used in a survey recorded in Liber 1, page 151; thence South 89°43'47" West along the North 1/8th line of Section 5, 484.36 feet; thence South 01°31'36" West, 556.05 feet; thence North 89°34'45" West, 678.67 feet; thence South 01°31'36" West, 389.93 feet; thence South 09°28'37" West, 385.49 feet to the South line of Section 5; thence North 89°34'18" West along the South line of Section 5, 93.16 feet to the Point of Beginning.

And

Part of the Southwest 1/4 of Section 32, Town 28 North, Range 11 West, Elmwood Township, Leelanau County, Michigan, described as:

Commencing at the Southwest 1/4 corner of Section 32; thence South 89°26'24" East along the South line of Section 32, 611.56 feet to the Point of Beginning; thence South 89°26'24" East along the South line of Section 32, 700.00 feet to a found 1/8th corner as previously used in surveys recorded in Liber 1, page 151 and Liber 5, page 595; thence South 89°37'49" East along the South line of Section 32, 110.58 feet; thence North 35°53'54" East, 143.53 feet to the South right of way of M-72; thence North 00°36'11" East, 75.00 feet to the centerline of M-72; thence along said centerline 381.85 feet along the arc of a 1912.26 foot radius curve to the right, having an included angle of 11°26'28", and the long chord of which bears North 83°40'35" West, 381.22 feet; thence North 77°57'44" West along said centerline, 229.76 feet; thence along said centerline 273.80 feet along the arc of a 1910.80 foot radius curve to the left, having an included angle of 8°12'36" and the

long chord of which bears North 82°02'49" West, 273.57 feet; thence South 03°50'53" West, 312.17 feet to the Point of Beginning.

PREVIOUSLY DESCRIBED AS:

PARCEL 1:

Property located in the Township of Elmwood, County of Leelanau, State of Michigan, described as follows:

Part of the Southwest 1/4, Section 32, Town 28 North, Range 11 West, more fully described as: Commencing at the Southwest corner of said Section 32; thence South 89°32'07" East, along the South line of said Section 32, 611.64 feet to the Point of Beginning; thence continuing South 89°32'07" East, along said South line, 350.00 feet; thence North 11°56'33" East, 258.83 feet to the centerline of State Highway M-72; thence North 78°03'27" West, along said centerline, 114.60 feet; thence Northwesterly, continuing along said centerline, 273.80 feet on the arc of a 1910.80 foot radius curve to the left (Long Chord equals North 82°08'32" West, 272.57 feet); thence South 03°45'10" West, 312.18 feet to the Point of Beginning.

PARCELS 2 & 3:

Property located in the Townships of Elmwood and Garfield, County of Leelanau and Grand Traverse, State of Michigan, described as follows:

That part of Section 5, Town 27 North, Range 11 West, and that part of Section 32, Town 28 North, Range 11 West, described as: Commencing at the Southwest Corner of said Section 32; thence South 89°32'07" East, along the South line of said Section 32, 961.64 feet to the POINT OF BEGINNING; thence continuing South 89°32'07" East along said South line, 350 feet; thence South 01°28'00" West, 160.00 feet; thence North 35°45'35" East, 339.91 feet to the South right-of-way line of State Highway M-72; thence North 00°30'28" East, 75.00 feet to the centerline of said M-72; thence Northwesterly along said centerline, 381.85 feet on the arc of a 1912.26 foot radius curve to the right (Long Chord = North 83°46'18" West, 381.22 feet), thence North 78°03'27" West, continuing along said centerline, 115.16 feet; thence South 11°56'33" West, 258.83 feet to the Point of Beginning.

PARCEL 4:

Property located in the Township of Garfield, County of Grand Traverse, State of Michigan, described as follows:

Parcel A:

The West ½ of the Northwest 1/4 of the Northwest 1/4, Section 5, Town 27 North, Range 11 West,

AND

Parcel B:

The East ½ of Government Lot 4, Section 5, Town 27 North, Range 11 West.

PARCEL 5:

Property located in the Township of Garfield, County of Grand Traverse, State of Michigan, described as follows:

Beginning at the Southwest corner of Southwest 1/4 of the Northwest 1/4 of Section 5, Town 27 North, Range 11 West, thence running East 50 rods; thence North 80 rods to 1/8 line; thence West on 1/8 line 50 rods to Section line; thence South on Section line 80 rods to place of beginning. EXCEPT part of the Southwest 1/4 of the Northwest 1/4 of Section 5, Township 27 North, Range 11 West, more fully described as: Commencing at the West 1/4 corner of said Section 5; thence North 89°44'00" East, 92.64 feet along the East and West 1/4 line of said Section 5, for the Point of Beginning; thence North 08°48'30" East, 385.48 feet; thence North 88°19'01" East, 194.33 feet; thence South 02°49'30" West, 98.85 feet; thence South 22°54'00" East, 103.63 feet; thence South 15°43'16" East, 93.98 feet; thence South 01°17'11" East, 100.53 feet; thence South 89°44'00" West, 316.46 feet, along said East and West 1/4 line to the Point of Beginning. EXCEPT: Commencing at the West 1/4 corner of Section 5; thence South 89°34'18" East along the South line of Section 5, 409.62 feet to the Point of Beginning; thence North 00°37'04" West, 100.69 feet; thence North 15°03'09" West, 93.98 feet; thence North 22°13'53" West, 103.63 feet; thence North 03°29'37" East, 98.85 feet; thence South 88°59'08" West, 194.33 feet; thence North 01°31'36" East, 389.93 feet; thence South 89°34'45" East, 678.67 feet; thence South 01°31'36" West, 770.78 feet to the South line of Section 5; thence North 89°34'18" West along the South line of Section 5, 415.54 feet to the Point of Beginning.

Subject to and together with easements, restrictions and reservations of record, if any.

The within described parcel is that certain Parcel "A" shown and described in that certain Certificate of Survey by Mansfield Land Use Consultants dated 9/16/2019. Job No. 191956.

The Grantors grant to the Grantee the right to make no (-0-) divisions of the conveyed parcel under Section 108 of the Land Division Act, Act No. 288 of the Public Acts of 1967.

This property may be located within the vicinity of farmland or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan Right to Farm Act.

* * * * *

Parcel 05-005-050-10

Grand Traverse County Property Information 2022 - December Board of Review

Parcel: 05-005-050-10

Jurisdiction: Garfield Township

Owner Name: BERCAL PROPERTIES LLC

Property Address: BARNEY RD
TRAVERSE CITY, MI 49684-8315

Mailing Address: 6223 PENINSULA DR
TRAVERSE CITY, MI 49686-1915

2022 - December Board of Review Property Information

Current Taxable Value: \$270,232

School District: 28010

Current Assessment: \$383,200

Current S.E.V.: \$383,200

Current P.R.E.*: 0%

* This percentage may pertain to exemptions other than the Principal Residence Exemption.

Current Property Class: 402 - Residential - Vacant

Tax Information

Taxable Year	Summer Tax Amount	Winter Tax Amount
2021	\$9,507.31	\$2,261.04
2020	\$0.00	\$0.00

Delinquent Tax Information

For current delinquent tax information or to pay your delinquent taxes online, [CLICK HERE](#) and you will be redirected to a third party site.

Property Sale Information

Sale Date	Sale Amount	Liber and Page
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5/15/2020

\$654,274.00

2020R-08756

Tax Description

PT NW1/4 SEC 5 T27N R11W COM W1/4 COR SEC 5 TH N 01DEG 31'36"E 3265.57' TH S 89DEG 26'24"E 1311.56' TH S 89DEG 37'49"E 110.58' TH S 35DEG 53'54"W 196.16' TH S 01DEG 35'38"W 1770.2' TH S 89DEG 43'47"W 484.36' TH S 01DEG 31'36"W 556.05' TH N 89DEG 34'45"W 678.67' TH S 01DEG 31'36"W 389.93' TH S 09DEG 28'37"W 385.49' TH N 89DEG 34'18"W 93.16' TO POB SUBJ TO RD ROW (ALSO PT SW1/4 SEC 32 T28N R11W) COMBINED ON 05/20/2020 FROM PT OF 05-005-005-00, 05-005-050-00, 05-005-047-20;

**City of Traverse City & Charter Township of Garfield Recreational Authority
Hickory Forest Acquisition
TF21-0143**

Legal Description

The land referred to is situated in the Townships of **Garfield** and **Elmwood**, County of **Grand Traverse** and the **County of Leelanau**, State of **Michigan**, and is described as follows:

PARCEL A:

Part of the Northwest 1/4 of Section 5, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County, Michigan, described as:

Beginning at the West quarter corner of Section 5; thence North 01°31'36" East along the West line of Section 5, 3265.57 feet to the Northwest corner of Section 5; thence South 89°26'24" East along the North line of Section 5, 1311.56 feet to a found 1/8th corner as previously used in surveys recorded in Liber 1, page 151 and Liber 5, page 595; thence South 89°37'49" East along the North line of Section 5, 110.58 feet; thence South 35°53'54" West, 196.16 feet to a previously established 1/8th line; thence South 01°35'38" West along 1/8th line of Section 5, 1770.20 feet to a found 1/8th corner as previously used in a survey recorded in Liber 1, page 151; thence South 89°43'47" West along the North 1/8th line of Section 5, 484.36 feet; thence South 01°31'36" West, 556.05 feet; thence North 89°34'45" West, 678.67 feet; thence South 01°31'36" West, 389.93 feet; thence South 09°28'37" West, 385.49 feet to the South line of Section 5; thence North 89°34'18" West along the South line of Section 5, 93.16 feet to the point of beginning.

AND

Part of the Southwest 1/4 of Section 32, Town 28 North, Range 11 West, Elmwood Township, Leelanau County, Michigan, described as:

Commencing at the Southwest 1/4 corner of Section 32; thence South 89°26'24" East along the South line of Section 32, 611.56 feet to the Point of Beginning; thence South 89°26'24" East along the South line of Section 32, 700.00 feet to a found 1/8th corner as previously used in surveys recorded in Liber 1, page 151 and Liber 5, page 595; thence South 89°37'49" East along the South line of Section 32, 110.58 feet; thence North 35°53'54" East, 143.53 feet to the South right of way of M-72; thence North 00°36'11" East, 75.00 feet to the centerline of M-72; thence along said centerline 381.85 feet along the arc of a 1912.26 foot radius curve to the right, having an included angle of 11°26'28", and the long chord of which bears North 83°40'35" West, 381.22 feet; thence North 77°57'44" West along said centerline, 229.76 feet; thence along said centerline 273.80 feet along the arc of a 1910.80 foot radius curve to the left, having an included angle of 8°12'36", and the long chord of which bears North 82°02'49" West, 273.57 feet; thence South 03°50'53" West, 312.17 feet to the Point of Beginning.

PREVIOUSLY DESCRIBED AS:

PARCEL 1:

Property located in the Township of Elmwood, County of Leelanau, State of Michigan, described as follows:

Part of the Southwest 1/4, Section 32, Town 28 North, Range 11 West, more fully described as: Commencing at the Southwest corner of said Section 32; thence South 89°32'07" East, along the South line of said Section 32, 611.64 feet to the Point of beginning; thence continuing South 89°32'07" East, along said South line, 350.00 feet; thence North 11°56'33" East, 258.83 feet to the centerline of State Highway M-72; thence North 78°03'27" West, along said centerline, 114.60 feet; thence Northwesterly, continuing along said centerline, 273.80 feet on the arc of a 1910.80 foot radius curve to the left (Long Chord equals North 82°08'32" West, 272.57 feet); thence South 03°45'10" West, 312.18 feet to the Point of Beginning.

PARCELS 2 & 3:

Property located in the Township of Elmwood and Garfield, County of Leelanau and Grand Traverse, State of Michigan, described as follows:

That part of Section 5, Town 27 North, Range 11 West, and that part of Section 32, Town 28, Range 11 West, described as: Commencing at the Southwest Corner of said Section 32; thence South 89°32'07" East, along the South line of said Section 32, 961.64 feet to the POINT OF BEGINNING; thence continuing South 89°32'07" East along said South line, 350 feet; thence South 01°28'00" West, 160.00 feet; thence North 35°45'35" East, 339.91 feet to the South right-of-way line of State Highway M-72; thence North 00°30'28" East, 75.00 feet to the centerline of said M-72; thence Northwesterly, along said centerline, 381.85 feet on the arc of a 1912.26 foot radius curve to the right (Long Chord = North 83°46'18" West, 381.22 feet), thence North 78°03'27" West, continuing along said centerline, 115.16 feet; thence South 11°56'33" West, 258.83 feet to the point of beginning.

PARCEL 4:

Property located in the Township of Garfield, County of Grand Traverse, State of Michigan, described as follows:

Parcel A:

The West 1/2 of the Northwest 1/4 of the Northwest 1/4, Section 5, Town 27 North, Range 11 West.

AND

Parcel B:

The East 1/2 of Government Lot 4, Section 5, Town 27 North, Range 11 West.

PARCEL 5:

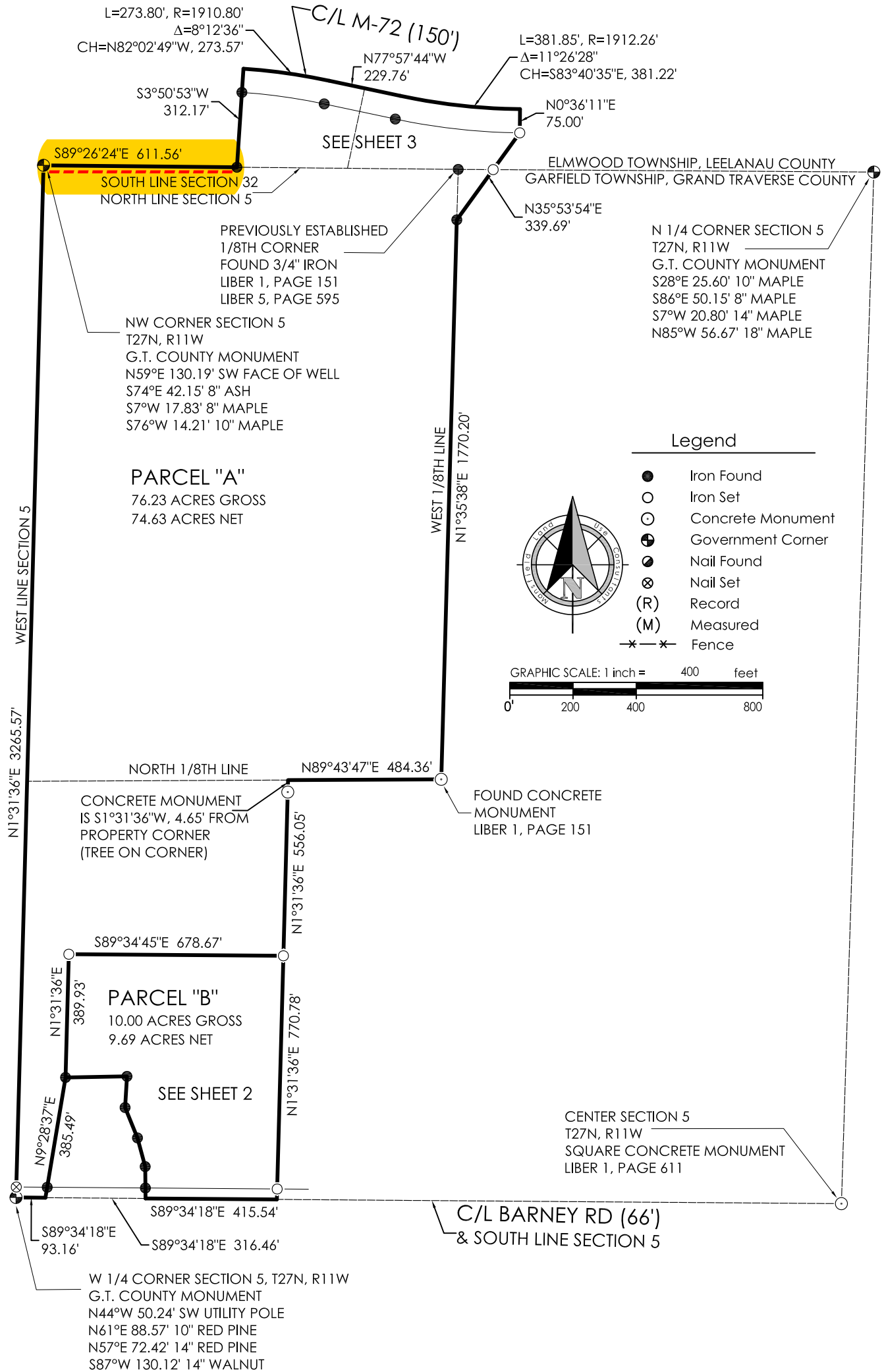
Property located in the Township of Garfield, County of Grand Traverse, State of Michigan, described as follows:

Beginning at the Southwest corner of Southwest 1/4 of the Northwest 1/4 of Section 5, Town 27 North, Range 11 West, thence running East 50 rods; thence North 80 rods to 1/8 line; thence West on 1/8 line 50 rods to Section line; thence South on Section line 80 rods to place of beginning. EXCEPT part of the Southwest 1/4 of the Northwest 1/4 of Section 5, Township 27 North, Range 11 West, more fully described as: Commencing at the West 1/4 corner of said Section 5; thence North 89°44'00" East, 92.64 feet along the East and West 1/4 line of said Section 5, for the Point of Beginning; thence North 08°48'30" East, 385.48 feet; thence North 88°19'01" East, 194.33 feet; thence South 02°49'30" West, 98.85 feet; thence South 22°54'00" East, 103.63 feet; thence South 15°43'16" East, 93.98 feet; thence South 01°17'11" East, 100.53 feet; thence South 89°44'00" West, 316.46 feet, along said East and West 1/4 line to the Point of

Beginning. EXCEPT: Commencing at the West 1/4 corner of Section 5; thence South 89°34'18" East along the South line of Section 5, 409.62 feet to the Point of Beginning; thence North 00°37'04" West, 100.69 feet; thence North 15°03'09" West, 93.98 feet; thence North 22°13'53" West, 103.63 feet; thence North 03°29'37" East, 98.85 feet; thence South 88°59'08" West, 194.33 feet; thence North 01°31'36" East, 389.93 feet; thence South 89°34'45" East, 678.67 feet; thence South 01°31'36" West, 770.78 feet to the South line of Section 5; thence North 89°34'18" West along the South line of Section 5, 415.54 feet to the Point of Beginning.

File # MI-411250

CERTIFICATE OF SURVEY



I, Michael K. Geisert, a Professional Surveyor in the State of Michigan, do hereby certify: That I have surveyed and mapped the herein described parcel(s), that the relative positional precision of each corner is within the limits accepted by the practice of professional surveying and that I have fully complied with the requirements of P.A. 132 of 1970, as amended. This survey plat was prepared for the exclusive use of persons, or entities named in the certificate hereon.

CERTIFY TO:
Grand Traverse
Regional Land Conservancy

Mansfield
Land Use Consultants
Planners - Civil Engineers - Surveyors

PO Box 4015
830 Cottageview Dr., Suite 201
Traverse City, MI, 49685
Ph: (231) 946-9310
www.maaeps.com

BEARING BASIS: Assumed

Part of
Section 5, T27N, R11W & Section 32, T28N, R11W
Garfield Twp, Grand Traverse Co & Elmwood Twp, Leelanau Co

DRN: MKG CKD: MKG

9/16/2019

JOB NO.: 19156

SHT 1 OF 4

**HICKORY FOREST NATURAL AREA
IMPACT STATEMENT FOR ZONING ORDINANCE MAP AMENDMENT**

A written impact statement of the application as it relates to § 421.E of the Zoning Ordinance. The applicant shall have the burden of justifying the amendment, including identifying specific reasons warranting the amendment, and providing any supporting data and information.

1. Master Plan Consistency. Rezoning should be consistent with the intent and purpose of the adopted master plan.

This Zoning Ordinance Map Amendment is a request to rezone the subject parcel 05-005-050-10 from Agricultural (A) to Park-Recreation (P-R). The Township Planning Department recommended that we apply for this map amendment as a housekeeping matter, as it will streamline the property's pending use as a public natural area and align that recreational use with Township goals, policies and procedures going forward.

This rezoning request is consistent with the intent and purpose of the current Township Master Plan adopted in 2018. The Implementation chapter of the Master Plan describes the Township's priorities for implementing the goals and objectives contained in the Master Plan. Priorities listed under Natural Resources and Parks and Recreational Opportunities (page 51 in the Master Plan) that are relevant to this amendment request are as follows:

- Continue to work closely with area environmental groups and other interested organizations to support environmental preservation and restoration efforts within the Township.
- Continue implementation of the Township's Green Infrastructure Plan and consider updates to that plan to reflect natural resource management best practices and changing circumstances. (Note: the 2018-2023 Green Infrastructure Plan identifies the subject parcel as an acquisition target.)
- Continue efforts to acquire additional property for parklands via grants, conservation easements, and open space preservation requirements in development approvals.

2. Adverse Impacts on Neighboring Lands. The Township shall consider the nature and degree of an adverse impact upon neighboring lands. Lots shall not be rezoned in a way that is substantially inconsistent with the uses of the surrounding area, whether more or less restrictive. The Township finds and determines that vast acreages of single-use zoning produces uniformity with adverse consequences, such as traffic congestion, air pollution, and social separation. Accordingly, rezoning may promote mixed uses subject to a high degree of design control.

We do not anticipate any adverse impact upon neighboring lands. A P-R designation is consistent with the uses of the surrounding area, as the lot is predominantly bounded by Bay Meadows Golf Course to the west and the Hickory Hills public parkland to the east. The property will welcome passive recreational uses such as hiking, snowshoeing and nature appreciation.

3. Suitability as Presently Zoned. The Township shall consider the suitability or unsuitability of the tract for its use as presently zoned. This factor, like the others, must often be weighed in relation to the other standards, and instances can exist in which suitably zoned lands may be rezoned upon proof of a real public need, substantially changed conditions in the neighborhood, or to effectuate important goals, objectives, policies, and strategies of the master plan, specification, or this ordinance.

As described to us by the Township Planning Department, rezoning from A to P-R will streamline future operations of the parkland, such as the creation of trailheads and trails, that are more directly attributable to parks and recreational uses than to agricultural uses.

4. Changed Conditions. The Township shall consider whether any conditions have changed, since the zoning ordinance was adopted, that might justify the amendment.

Though the Township had identified this parcel as a possible Green Infrastructure component for many years, the opportunity to acquire it for public purposes only arose in 2019. The Recreational Authority was identified as a suitable public owner/operator, but first needed to secure additional operational funding to care for the parcel as well as additional funding to publicly purchase the parcel. In November 2020, voters in Traverse City and Garfield Township overwhelmingly approved a new 20-year operating millage for the Authority (69% in favor in the Township) to help care for the proposed parkland. Then, in December 2021, the Rec Authority was awarded a \$467,000 grant from the Michigan Natural Resources Trust Fund to cover 70% of the acquisition cost. Those funds were officially appropriated by the Michigan Legislature in the summer of 2022, and the acquisition process with the state was set in motion at that time. Closing on the property is expected sometime in April of this year, and the Rec Authority hopes to have the property open to the public this summer. This amendment is an important step in that timeline.

5. Health, Safety, and Welfare. The ordinance amendment must bear a substantial relationship to the public health, safety, or general welfare, or must protect and preserve historical and cultural places and areas. The rezoning ordinance may be justified, however, if a substantial public need or purpose exists.

We believe this amendment is supportive of public health, safety and general welfare, and that it also helps to protect and preserve historical and cultural places and areas. The property was privately owned and tended for decades by Clarence Kroupa, a well-known local conservationist who painstakingly restored the parcel's steep slopes with the beautiful northern forest that public visitors will now get to see and enjoy on the site.

6. Public Policy. Certain public policies in favor of the rezoning may be considered. Examples include a need for affordable housing, economic development, mixed-use development, or sustainable environmental features, which are consistent with neighborhood, area, or specific plans.


The main public policy in favor of this rezoning is to help meet the need for sustainable environmental features, which is consistent with the Township Master Plan, the Township Green Infrastructure Plan, and the surrounding area.

7. Size of Tract. The Township shall consider the size, shape, and characteristics of the tract in relation to the affected neighboring lands. Ordinance amendments shall generally not rezone a single lot when there have been no intervening changes or other saving characteristics. Proof that a small tract is unsuitable for use as zoned, or that there have been substantial changes in the immediate area, may justify an ordinance amendment.

The parcel is approximately 71.33 acres, so it will be a sizable addition to the public parklands that are contiguous with it. Combined with two smaller lots to the north (about 3.7 acres in Elmwood Township, Leelanau County, that will be part of Hickory Forest) and both Hickory Hills (129 acres) and Hickory Meadows (112 acres) adjoining it to the east, the public will soon be able to enjoy some 333 acres of contiguous parkland, which is a remarkable accomplishment so close to the main urban center of our region in the Township and Traverse City.

8. Other Factors. The Township may consider any other factors relevant to a rezoning application under state law.

N/A.

 Charter Township of Garfield Planning Department Report No. 2023-39			
Prepared:	April 5, 2023	Pages:	6
Meeting:	April 12, 2023 Planning Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	Pine Grove Homes Special Use Permit – Public Hearing		
File No.	SUP-2023-01	Parcel No.	05-032-001-20
Applicant/Owner:	Rick Newman, Pine Grove Homes		
Agent:	William Crain, Crain Engineering LLC		

BRIEF OVERVIEW:

Location: 4030 Meadow Lane Drive, northwest corner of US 31 and Meadow Lane
 Parcel area: 4 acres
 Existing land use: Vacant
 Existing zoning: C-G – General Commercial

PURPOSE OF APPLICATION:

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.

Zoomed-out aerial image of the subject property (property lines highlighted in blue):



Zoomed-in aerial image of the subject property (property lines highlighted in blue):



APPLICATION HISTORY:

This Special Use Permit application was introduced to the Planning Commission at their regular meeting on March 8, 2023. The Planning Commission accepted the submittal of the application and scheduled the public hearing for their regular meeting on April 12, 2023.

SITE DESIGN AND ZONING COMPLIANCE OVERVIEW:

In approving any special use permit pursuant to Section 423, the Planning Commission may impose such reasonable standards, conditions, or requirements, in addition to or that supersede any standard specified in this ordinance, as it may deem necessary to protect the public interest and welfare. Such additional standards may include, but need not be limited to:

- a) Financing;
- b) Availability of adequate public facilities or services;
- c) Dedication of land;
- d) Reservation of land;
- e) Creation of special assessment districts;
- f) Creation of restrictive covenants or easements;
- g) Special setbacks;
- h) Yard requirements;
- i) Increased screening or landscaping requirements;
- j) Area requirements;
- k) Development phasing; or
- l) Standards pertaining to traffic, circulation, noise, lighting, hours of operation, protection of environmentally sensitive areas, and similar characteristics.

STAFF COMMENTS:

Staff offers the following comments regarding site design and compliance with the Zoning Ordinance:

Background

At the March 8, 2023 Planning Commission meeting, Staff provided background information regarding this application, indicating that a previous Special Use Permit at this parcel for Pine Grove Homes was approved in 2018, and the Report and Decision Order (RDO) was recorded on June 26, 2018.

Section 423.K. of the Zoning Ordinance describes how a special use permit expires after 2 years from the date the special use permit order was executed, if there is no construction or if “the permitted use has not commenced and proceeded meaningfully toward completion.” The applicant may request that the Planning Commission grant a 1-year extension, and this extension is subject to certain criteria. The use has not commenced or proceeded meaningfully toward completion since the previous approval in 2018, therefore such approval is found to have expired automatically. The current Special Use Permit application is thus considered a new application and subject to all review standards for a new Special Use Permit application.

Dumpster Enclosure

According to Section 516 of the Zoning Ordinance, a dumpster enclosure “shall be finished with the same materials and colors as the exterior finish of the principal structure or shall be concrete block or similar material.” The dumpster enclosure details are included on Sheet C-3 with concrete block proposed for the structure. The enclosure gate will be made of solid wood material, as clarified by the applicant.

Lighting

Lighting standards of Section 517 of the Zoning Ordinance are described by the following:

Zoning Ordinance Lighting Standard	Subject Site
<p><i>A. Applicability</i> – All outdoor lighting shall be installed in conformance with the provisions of this section. Certain light fixtures exempt from this section include decorative lighting, public streetlights, emergency lights, nonconforming existing lights, neon, and flag lighting.</p>	<p>None of these exceptions apply to this site, so all lighting for this site is subject to the requirements of this section.</p>
<p><i>B. Shielding and Filtration</i> – Lighting fixtures shall provide glare free area beyond the property line and light shall be confined to the lot from which it originates. All fixtures shall have full cut-off and shall not direct light upwards. Light sources shall be located, and light poles shall be coated, to minimize glare.</p>	<p>A photometric plan is provided on Sheet PH-1. Cut sheets are provided for the proposed light fixtures. No proposed fixtures appear to direct light upwards. These fixtures do not appear to direct any glare beyond the lot lines.</p>
<p><i>C. Illumination</i> – Average illumination levels shall not exceed 3.0 foot-candles (FC) for the main parking area, 2.0 FC for the peripheral parking area, 5.0 FC for main drive areas, and 20.0 FC directly below the lighting fixture. The illumination levels shall also not exceed 1.0 FC adjoining another nonresidential zoning district along a property line, or 2.0 FC along an arterial. Average lighting values of illuminated areas ranging from 0.5 to 1.5 FC are recommended.</p>	<p>The highest illumination levels shown on the photometric plan are directly under the light fixtures, as high as 18.1 foot-candles. Average illumination levels for the parking areas, main drive areas, and below the fixtures appear to be met. The illumination levels at the lot lines appear to be below the maximums described in Table 5-8 of the Zoning Ordinance.</p>

Zoning Ordinance Lighting Standard	Subject Site
<i>D. Color Temperature</i> – All proposed lamps shall emit light measuring 3,500 K or warmer.	Details on the photometric plan indicate a 3,000 K fixture will be used and highlight marks on the cut sheet identify this fixture. This proposed fixture will meet the color temperature standard.
<i>E. Prohibitions</i> – Prohibitions include mercury-vapor or metal halide fixture and lamps, laser source lights, searchlights, or any light that does not meet shielding and illumination standards.	No prohibited lighting elements are proposed.
<i>F. Pole Height</i> – All pole-mounted lighting shall not exceed the maximum zoning district height.	The maximum height in the C-G district is 35’. The pole heights shown on the site plan are 20’.

Landscaping

Landscaping requirements are described by the following for each length of greenspace area (e.g., without including the ingress and egress drives) for each lot line and for the parking lot interior area:

Lot Line (Length)	Adjacent Land Use	Buffer Planting Requirement	Amount Required	Amount Provided
East (450 ft.)	State Highway (US 31/M-37)	Type “D” * Ground cover as specified in Section 530.J, plus * 4 large trees, 3 medium or small trees, and 3 evergreen or coniferous trees per 100 linear feet of greenspace * Minimum width: 20 feet	18 large trees 14 med./small trees 14 evergreen trees 20-foot width	18 large trees (5 existing) 15 med./small trees 14 evergreens (1 existing) At least 20-foot width
West (450 ft.)	Multi-Family	Type “D” * Ground cover as specified in Section 530.J, plus * 4 large trees, 3 medium or small trees, and 3 evergreen or coniferous trees per 100 linear feet of greenspace * Minimum width: 20 feet	18 large trees 14 med./small trees 14 evergreen trees 20-foot width	18 large trees (13 existing) 14 med./small trees 14 evergreens At least 20-foot width
North (294 ft.)	Industrial	Type “B” * Ground cover as specified in Section 530.J, plus * 2 large trees, 1 medium or small tree, and 4 shrubs per 100 linear feet of greenspace * Minimum width: 10 feet	6 large trees 3 med./small trees 12 shrubs 10-foot width	6 large trees 4 med./small trees 13 shrubs At least 10-foot width
South (265 ft.)	Commercial	Type “B” * Ground cover as specified in Section 530.J, plus * 2 large trees, 1 medium or small tree, and 4 shrubs per 100 linear feet of greenspace * Minimum width: 10 feet	6 large trees 3 med./small trees 11 shrubs 10-foot width	7 large trees (2 existing) 4 med./small trees 13 shrubs At least 10-foot width

The landscaping plan indicates an existing evergreen along US 31 on the east buffer, but it is not clear if this tree will be preserved. This tree needs to be noted on the landscaping plan as either to be preserved or to be removed. The landscaping plan includes several areas for small trees, but the proposed species are American cranberry and honeysuckle, which are shrubs. Different plant species need to be proposed for the small trees to comply with the buffer requirements. All plant species on the landscaping plan need to comply with Section 530.F and the ISN Planting Guidelines.

Several existing trees are shown on the landscaping plan including 13 “poplar” trees. Two poplar species are listed in the ISN Planting Guidelines as prohibited to plant, but not necessary to remove.

Section 530.L allows for existing landscaping to be credited towards landscaping requirements, including greater credit for larger trees. The landscaping plan shows several existing trees, but the applicant has not indicated that they are seeking any additional credit for the larger trees.

Parking, Loading, and Snow Storage

The only useable building on the site will be a 1,680 square-foot office, and 1,250 square feet of this office is useable according to the applicant. Parking requirements for offices are a minimum of 1 per 200 square feet of floor area and a maximum of 1 per 150 square feet of floor area, giving a parking range of 7-9 total parking spaces. The site plan indicates 9 spaces will be provided.

For two-way operation, parking aisles need to be at least 20 feet wide. The applicant has provided a revised site plan set showing additional width for the parking aisles with notes indicating “confirm width of drives to be 20’ min width.” The aisle between the parking area on the south and the remainder of the parcel is only 18 feet wide. This drive 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.

Bicycle parking shall be provided at the rate of 2 bicycle spaces per 25 motor vehicle spaces and a bicycle rack is proposed with space for two bicycles. As clarified by the applicant, a “wave bike rack” is proposed and cut sheet details have been provided.

The office building is small enough that it does not need its own designated loading zone. The main aisle will function as a loading area for the modular home units.

As required by Section 551 of the Ordinance, a ratio of ten (10) square feet of snow storage is required per one hundred (100) square feet of parking area. The site plan indicates 47,932 square feet of parking space and maneuvering lane area and 4,793 square feet of snow storage required. The plan indicates 7,300 square feet of snow storage will be provided. Also, snow storage shall be located to prevent damage to landscaping required by this Ordinance. Proposed snow storage areas do not appear to interfere with any landscaping.

Signage

A note on the site plan indicates “Signs are subject to sign permit review. All signs to meet the standards of Section 630 of the Zoning Ordinance.”

Agency Reviews

The application is subject to additional reviews from other outside agencies including but not limited to the Township Engineer, Metro Fire, Grand Traverse County Department of Public Works, and Grand Traverse County Soil Erosion and Sedimentation Control. The applicant has submitted an escrow application with escrow amount for stormwater review, allowing for the Township Engineer to conduct this review.

ACTION REQUESTED:

The purpose of this agenda item is to hold a public hearing on the application. If, following the applicant presentation and Planning Commission discussion, Commissioners are prepared to direct Staff to prepare Findings of Fact, then the following motion is offered for consideration:

MOTION 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.

Any additional information the Planning Commission deems necessary should be added to this motion.

Attachments:

1. Special Use Permit Application including Impact Assessment, Approval Criteria, and prior reviews by Grand Traverse County Health Department and Department of Public Works, dated January 30, 2023
2. Site Plan Set dated March 7, 2023
3. Light Fixture Cut Sheets
4. Wave Bike Rack Cut Sheets



Charter Township of Garfield

Grand Traverse County

3848 VETERANS DRIVE
TRAVERSE CITY, MICHIGAN 49684
PH: (231) 941-1620 • FAX: (231) 941-1588

SPECIAL USE PERMIT (SUP) APPLICATION

ASSISTANCE

This application must be completed in full. An incomplete or improperly prepared application will not be accepted and will result in processing delays. Before submitting an application, it is recommended that you contact the Planning and/or Zoning Department to arrange an appointment to discuss your proposed application. Time is often saved by these preliminary discussions. For additional information or assistance in completing this development application, please contact the Planning Department at (231) 941-1620.

ACTION REQUESTED

- New Special Use Permit
- Major Amendment
- Minor Amendment
- Administrative Amendment

PROJECT / DEVELOPMENT NAME

Pine Grove Homes

APPLICANT INFORMATION

Name: Rick Newman, Pine Grove Homes
Address: 3744 N US-31 South, Traverse City, MI 49685
Phone Number: 231-947-6561
Email: rnewman@hotmail.com

AGENT INFORMATION

Name: William Crain, Crain engineering, LLC
Address: 7622 Bott Road Buckley, MI 49620
Phone Number: 231-632-4207
Email: crainengineerngllc@gmail.com

OWNER INFORMATION

Name: Rick Newman, Pine Grove Homes
Address: 3744 N US-31 South, Traverse City, MI 49685
Phone Number: 231-947-6561
Email: rnewman@hotmail.com

CONTACT PERSON

Please select one person to be contact person for all correspondence and questions:

<i>Applicant:</i>	Rick Newmain
<i>Agent:</i>	William Crain
<i>Owner:</i>	

PROPERTY INFORMATION

<i>Property Address:</i>	4030 Meadowland Lane Drive
<i>Property Identification Number:</i>	28-05-032-001-20
<i>Legal Description:</i>	On attached siteplan
<i>Zoning District:</i>	C-G
<i>Master Plan Future Land Use Designation:</i>	C-G
<i>Area of Property (acres or square feet):</i>	3.2 acres
<i>Existing Use(s):</i>	Vacant
<i>Proposed Use(s):</i>	Modular homes sales, Mobile Home Sales

PROJECT TIMELINE

<i>Estimated Start Date:</i>	4-1-23
<i>Estimated Completion Date:</i>	8-30-23

REQUIRED SUBMITTAL ITEMS

A complete application for a Special Use Permit consists of the following:

Application Form:

- One original signed application
- One digital copy of the application (PDF only)

Application Fee:

Fees are established by resolution of the Garfield Township Board and are set out in the current Fee Schedule as listed on the Planning Department page of the Township website (<http://www.garfield-twp.com>). Please make check out to Charter Township of Garfield.

- Fee

Escrow Fee:

Additional fees may be required if a review by independent professional help is deemed necessary by the Township. If required, such additional fees must be placed in escrow by the applicant in accordance with the escrow policies of the Township and prior to any further processing of this application. Any unused escrow funds shall be returned to the applicant. Please complete an Escrow and Review (ER) Application form.

Site Development Plan:

- Ten complete stapled 11"x17" paper sets (Administrative Amendments require one copy)
- Two complete bound 24"x36" paper sets
- One digital set (PDF only)

Written Information:

- Ten paper copies of the Approval Criteria (Administrative Amendments require one copy)
- One digital copy of the Approval Criteria (PDF only)
- Ten paper copies of the Impact Assessment (Administrative Amendments require one copy)
- One digital copy of the Impact Assessment (PDF only)

Digital items to be delivered via email or USB flash drive

SUBMITTAL DEADLINE

Submittal deadlines are listed on the Planning Department page of the Township website (<http://www.garfield-twp.com>). Please note that the listed dates are the deadlines after which submittals will not be considered for the indicated meeting. Any errors or missing information on an application submitted at the deadline will result in a delay in the processing of the application. An earlier submittal is encouraged to avoid possible delays.

WAIVERS

Submittal Waiver:

At the discretion of the Director of Planning, a Site Development Plan may be waived in any of the following cases when it is determined that the submission would serve no useful purpose:

1. The erection or enlargement of an accessory structure;
2. The enlargement of a principal building by less than 20 percent of its existing gross floor area, provided such enlargement will not result in a requirement for additional off-street parking;
3. A change in principal use where such change would not result in an increase in impervious surface area, additional off-street parking, site access, other external site characteristics or a violation of this ordinance.

Data Waiver:

The Director of Planning may waive a particular element of information or data otherwise required for a Site Development Plan upon a finding that the information or data is not necessary to determine compliance with this ordinance or that such information or data would not bear on the decision of the approval authority.

SITE PLAN

Check that your site plan includes all required elements for a Site Development Plan (SDP). Please use the Required Site Plan Elements Checklist below.

APPROVAL CRITERIA

Indicate, on a separate sheet of paper, how the proposed special use will comply with, meet, or facilitate each of the following Approval Criteria from § 423.E of the Zoning Ordinance. The Planning Commission must determine that each of these criteria are satisfied in order to grant approval of a Special Use Permit. A special use is permitted only if the applicant demonstrates that special use is permitted only if the applicant demonstrates that:

- The proposed use will be consistent with the purpose and intent of the master plan and this ordinance, including all regulations of the applicable zoning district;

- The proposed use will be designed, constructed, operated and maintained so as to be compatible, harmonious and appropriate with the existing or planned character and uses of the neighborhood, adjacent properties and the natural environment;
- The proposed use will not be detrimental, hazardous or disturbing to existing or future adjacent uses or to the public welfare by reason of excessive traffic, noise, dust, gas, smoke, vibration, odor, glare, visual clutter, electrical or electromagnetic interference;
- Potential adverse effects arising from the proposed use on the neighborhood and adjacent properties will be minimized through the provision of adequate parking, the placement of buildings, structures and entrances, as well as the provision and location of screening, fencing, landscaping, buffers or setbacks;
- The proposed use will retain as many natural features of the property as practicable, particularly where the natural features assist in preserving the general character of the neighborhood;
- Adequate public and private infrastructure and services such as streets, water and sewage facilities, drainage structures, police and fire protection, and schools, already exist or will be provided without excessive additional requirements at public cost;
- The establishment, maintenance, or operation of the proposed use shall not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare;
- The public interest and welfare supporting the proposed use shall be sufficient to outweigh individual interests that are adversely affected by the establishment of the proposed use;
- Adequate measures shall be taken to provide ingress and egress so designed as to minimize traffic hazards and to minimize traffic congestion on the public roads;
- Adequate measures shall be taken to provide vehicular and pedestrian traffic within the site, and in relation to streets and sidewalks servicing the site in a safe and convenient manner; and
- The proposed use shall not impede the orderly development and improvement of surrounding property for uses permitted within the zoning district.

IMPACT ASSESSMENT

A written impact statement to include the following information:

- A written illustrative description of the environmental characteristics of the site prior to development, i.e., topography, soils, vegetative cover, drainage, streams, creeks or ponds.
- Types of uses and other man-made facilities.
- The number of people to be housed, employed, visitors or patrons and vehicular and pedestrian traffic.
- Phasing of the project including ultimate development proposals.
- Natural features which will be retained, removed and/or modified including vegetation, drainage, hillsides, streams wetlands, woodlands, wildlife and water. The description of the areas to be changed shall include their effect on the site and adjacent properties. An aerial photo may be used to delineate the areas of change.
- The method to be used to serve the development with water and sanitary sewer facilities.
- The method to be used to control drainage on the site and from the site. This shall include runoff control during periods of construction.
- If the public sewers are not available to the site, the Applicant shall submit a current approval from the Health Department or other responsible public agency indicating approval of plans for sewage treatment.

- The method to be used to control any increase in effluent discharge to the air or any increase in noise level emanating from the site. Consideration of any nuisance that would be created within the site or external to the site whether by reason of dust, noise, fumes vibration, smoke or lights.
- An indication of how the proposed use conforms with existing and potential development patterns and any adverse effects.
- The proposed density in units per acre for residential developments.
- Name(s) and address(es) of person(s) responsible for preparation of statement.
- Description of measures to control soil erosion and sedimentation during grading and construction operations and until a permanent ground cover is established. Recommendations for such measures may be obtained from the County Soil Erosion and Sedimentation office.
- Type, direction, and intensity of outside lighting.
- General description of deed restrictions, if any.

ADDITIONAL INFORMATION

If applicable, provide the following further information:

	<u>Yes</u>	<u>No</u>	<u>Not Applicable</u>
A. <u>Sanitary Sewer Service</u>			
1. Does project require extension of public sewer line?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Will a community wastewater system be installed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, provide construction plans and specifications			
3. Will on-site disposal be used?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If yes, is it depicted on plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. <u>Water Service</u>			
1. Does project require extension of public water main?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Will a community water supply be installed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, provide construction plans and specifications			
C. <u>Public utility easements required?</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, show on plan.			
D. <u>Stormwater Review/Soil Erosion</u>			
1. Soil Erosion Plans approved by Soil Erosion Office?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If so, attach approval letter.			
If no, are alternate measures shown?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Stormwater Plans approved by Township Engineer?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If so, attach approval letter.			
If no, are alternate measures shown?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Note: Alternate measures must be designed and sealed by a registered Engineer.			

*FE Delaware
Apples for*

E. Roads and Circulation

- | | | | |
|---|-------------------------------------|-------------------------------------|-------------------------------------|
| 1. Are interior public streets proposed? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| If yes, has Road Commission approved (attach letter)? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2. Will public streets connect to adjoining properties or future streets? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. Are private roads or interior drives proposed? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Will private drives connect to adjoining properties service roads? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Has the Road Commission or MDOT approved curb cuts? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| If yes, attach approved permit. | | | |

OTHER INFORMATION




If there is any other information that you think may be useful in the review of this application, please attach it to this application or explain it on a separate page.

REVIEW PROCESS

- Upon submittal of this application, Staff will review the materials submitted and will, within ten (10) working days, forward a determination of completeness to the applicant. If the submission is incomplete or noncompliant with the Zoning Ordinance, it will be returned to the applicant for revision. Once the submission is revised, Staff will again review it for completeness and again forward a determination to the applicant within ten (10) working days. This procedure shall be repeated until a complete submission is received.
- Once the application is deemed to be complete and submitted according to the application deadlines, it will be forwarded to the Planning Commission for review. The Planning Commission will determine if the application is complete and schedule a public hearing.
- Upon holding a public hearing, the Planning Commission may approve, approve with conditions, or deny the proposed special use.
- If approved or approved with conditions, the decision of the Planning Commission shall be incorporated into a written report and decision order.

PERMISSION TO ENTER SUBJECT PROPERTY

Permission is hereby granted to Garfield Township staff and Planning Commissioners to enter the premises subject to this application for the purposes of making inspections associated with this application, during normal and reasonable working hours.

Owner Signature: 
Applicant Signature: _____
Agent Signature: 
Date: 

OWNER'S AUTHORIZATION

If the applicant is not the registered owner of the lands that is the subject of this application, the owner(s) must complete the authorization set out below.

I/We Rick Newman authorize to make this application on my/our behalf and to provide any of my/our personal information necessary for the processing of this application. Moreover, this shall be your good and sufficient authorization for so doing.

Owner Signature: Rick Newman
Date: 1/30/23

AFFIDAVIT

The undersigned affirms that he/she or they is (are) the owner, or authorized agent of the owner, involved in the application and all of the information submitted in this application, including any supplemental information, is in all respects true and correct. The undersigned further acknowledges that willful misrepresentation of information will terminate this permit application and any permit associated with this document.

Owner Signature: Rick Newman
Date: 1/30/23
Applicant Signature: _____
Date: _____

<p align="center">Required Site Plan Elements Checklist (See § 956 of the Zoning Ordinance) Site Diagram (SD) / Administrative Site Plan (ASP) / Site Development Plan (SDP)</p>	SD	ASP/ SDP
A. Basic Information		
1. Applicant's name, address, telephone number and signature	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Property owner's name, address, telephone number and signature	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. Proof of property ownership	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Whether there are any options or liens on the property	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. A signed and notarized statement from the owner of the property that the applicant has the right to act as the owner's agent	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. The address and/or parcel number of the property, complete legal description and dimensions of the property, setback lines, gross and net acreages and frontage	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7. A vicinity map showing the area and road network surrounding the property		<input checked="" type="checkbox"/>
8. Name, address and phone number of the preparer of the site plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9. Project title or name of the proposed development	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10. Statement of proposed use of land, project completion schedule, any proposed development phasing	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11. Land uses and zoning classification on the subject parcel and adjoining parcels	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12. Seal of the registered engineer, architect, landscape architect, surveyor, or planner who prepared the plan, as well as their name, address and telephone number		<input checked="" type="checkbox"/>
B. Site Plan Information		
1. North arrow, scale, and date of original submittal and last revision	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Boundary dimensions of natural features		<input checked="" type="checkbox"/>
3. Natural features such as woodlots, water bodies, wetlands, high risk erosion areas, slopes over twenty-five percent (25%), beach, drainage, and similar features		<input checked="" type="checkbox"/>
4. Proposed alterations to topography and other natural features		<input checked="" type="checkbox"/>
5. Existing topographic elevations at two-foot intervals except shown at five-foot intervals where slopes exceed 18%		<input checked="" type="checkbox"/>
6. Soil erosion and sediment control measures as required by the Grand Traverse County Soil Erosion Department.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7. The location, height and square footage of existing and proposed main and accessory buildings, and other existing structures		<input checked="" type="checkbox"/>
8. Location and specifications for any existing or proposed (above or below ground) storage facilities for any chemicals, salts, flammable materials, or hazardous materials. Include any containment structures or clear zones required by county, state or federal government authorities		<input checked="" type="checkbox"/>
9. Proposed finish floor and grade line elevations of any structures <i>*Required only for habitable construction within the floodplain on site diagrams and administrative site plans.</i>	<input type="checkbox"/> *	<input checked="" type="checkbox"/>
10. Existing and proposed driveways, including parking areas	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11. Neighboring driveways and other vehicular circulation features adjacent to the site		<input checked="" type="checkbox"/>
12. A dimensional plan indicating the location, size and number of parking spaces of the on-site parking areas, and shared parking areas	<input type="checkbox"/>	<input checked="" type="checkbox"/>
13. Identification and dimensions of service lanes and service parking, snow storage areas, loading and unloading and docks		<input checked="" type="checkbox"/>
14. Proposed roads, access easements, sidewalks, bicycle paths, and other vehicular and pedestrian circulation features within and adjacent to the site		<input checked="" type="checkbox"/>
15. Location of and dimensions of curb cuts, acceleration, deceleration and passing lanes		<input checked="" type="checkbox"/>
16. Location of neighboring structures that are close to the parcel line or pertinent to the proposal		<input checked="" type="checkbox"/>
17. Location of water supply lines and/or wells	<input type="checkbox"/>	<input checked="" type="checkbox"/>
18. Location of sanitary sewer lines and/or sanitary sewer disposal systems	<input type="checkbox"/>	<input checked="" type="checkbox"/>
19. Location, specifications, and access to a water supply in the event of a fire emergency		<input checked="" type="checkbox"/>
20. Sealed (2) stormwater plans including the location and design of storm sewers, retention or detention ponds, swales, wastewater lines, clean out locations, connection points and treatment systems		<input checked="" type="checkbox"/>
21. A utility plan including the location of all other utilities on the site including but not limited to natural gas, electric, cable TV, telephone and steam		<input checked="" type="checkbox"/>
22. A sign plan indicating the location, size and specifications of all signs and advertising features, including cross sections		<input checked="" type="checkbox"/>
23. A lighting plan including exterior lighting locations with area of illumination illustrated by point values on a photometric plan, Kelvin rating, as well as the type of fixtures and shielding to be used		<input checked="" type="checkbox"/>
24. Proposed location of any open spaces, landscaping and buffering features such as buffer areas, vegetation belts, fences, walls, trash receptacle screening, and other screening features with cross sections shown		<input checked="" type="checkbox"/>
25. A Landscape plan and table identifying the species, size of landscape materials, and number proposed, compared to what is required by the Ordinance. All vegetation to be retained on site must also be indicated, as well as, its typical size by general location or range of sizes as appropriate		<input checked="" type="checkbox"/>
26. Statements regarding the project impacts on existing infrastructure (including traffic capacity, schools, and existing utilities, and on the natural environment on and adjacent to the site)		<input checked="" type="checkbox"/>
27. Changes or modifications required for any applicable regulatory agencies' approvals		<input checked="" type="checkbox"/>

Impact Assessment
Pine Grove Homes, Rick Newman
4030 Meadow Lane Drive, Traverse City, Michigan
Garfield Township, Grand Traverse County
Property ID: 28-05-032-001-20

1. The existing site is a parcel of land that currently is an inactive site. It was previously used as modular/manufactured home unit sales yard and then models were moved off. The site currently has a small modular unit on it that will be removed as part of this proposal. The site topography has a gradual slope to the Northwest where there is an existing stormwater basin.
2. The current zoning is C-G General Commercial Zoning District. The Proposed project will be for modular homes sales and mobile homes sales. Proposed employees for site will be 5 full time and estimated average of 10 visitors per day.
3. The proposed use will have multiple buildings, one consisting of an office and multiple units for display/sale. A storage/maintenance building will be placed on the back of the site to be used for operations for unit sales and setup.
4. The project will be built in a single (1) phase of construction. Construction planning on starting January 1, 2018. The existing parking areas and drive lanes are currently in place and will be reused with no site construction other than bringing in office building, display units and building of new storage building.
5. Storm water control will be managed within site by way of a retention basin. The collection system will use existing grades and newly enlarged retention basin in the Northwest corner of the property.
6. The site is serviced by public sewer and existing water well. Water and sewer will be used to service proposed office building.
7. The site Stormwater control measures will be handled by a retention basin located on the site.
8. Public sewer is available to the site along Meadowland Drive.
9. The proposed site should not create an increase of effluent discharge such as noise, dust, fumes and vibration. Landscaping will be provided on property boundaries to aid in screening between uses. Site lighting will be provided and use LED lighting.
10. The proposed use will be approved under the Special Use Permit Application process of Garfield Township under the C-G general Commercial Zoning District.
11. Person responsible for preparation of statement:
William Crain, P.E.
Crain Engineering, LLC, 7622 Bott Road Buckley, MI 49620
12. The drainage plan meets the GTCO Soil Erosion ordinance for methods and capacities for run-off control.
13. The site will be lighted by ground mounted lights and wall mounted lights on buildings that will be the box type lamps, directed at proposed modular for sale and directed away from road way and property lines.
14. A 10' road easement NW Corner of property into Meadow Lane Village

APPROVAL CRITERIA

- The proposed use is consistent with the future land use plan and follow the commercial zoning use and classification
- The current site is vacant and proposed use will follow neighboring uses of commercial.
- The proposed use will be low impact with proposed sales of modular and mobile homes. Site will consist of units that display themselves for sale. Use will not be detrimental or hazardous to neighboring properties and uses by way of noise, traffic, dust, odor, etc.
- The site will be screened by way of existing and proposed landscaping, providing parking and access from Meadow Lane Drive and Chickory Drive
- The existing site will utilize existing vegetation and trees for screening along neighboring properties
- Site has access to existing streets, site will utilize onsite well and septic to service office area. Onsite storm water will be provided.
- Use will not be detrimental or hazardous to neighboring properties with public health issues, safety, comfort or general welfare.
- The proposed use will be a relocation of an existing Garfield Twp business to a new facility.
- The proposed site will access existing access point on both the North and South end of property.
- Site will utilize interior traffic patterns to allow easy access thru and around site.
- The proposed site has been and is developed with commercial on North and South.



GRAND TRAVERSE COUNTY HEALTH DEPARTMENT

2650 LaFranier Road
Traverse City, MI 49686
Phone: 231-995-6051

SITE SURVEY NO. 9004

Property Tax No. 28 05 032 001 20

Residential _____ Commercial

Requested by: Owner Agent Purchaser

Date: 2/15/18

Name: Rick Newman Phone No. (231) 645-7177

Address: 3744 N US 31 South

Location of Property (Including Driving Directions) Township Garfield Section 32

4030 Meadow Lane Dr

Subdivision: _____ Lot No. _____

Soil Conditions: \otimes_1 = Sandy loam topsoil 0-6", sandy clay 6"-14", loamy sand 14-24", sandy clay 24-~~84"~~^{84"} sandy clay loam ~~84"-108"~~^{84"-108"}, med. um sand 108"-120"; \otimes_2 = sandy clay 0"-44", med sand 44"-72", med um sand w/ clay inclusions 72"-86"

On-Site Sewage Disposal: Suitable Unsuitable

Reasons/Suggestion for Solution: Parcel is suitable for on site wastewater disposal. Exact size and design of system will be determined at time of permit application. Over excavation of disposal area may be required. Documentation of sewer unavailability will be required prior to permit application.

2/22/18
(Date of Inspection)

[Signature]
Environmental Health Representative

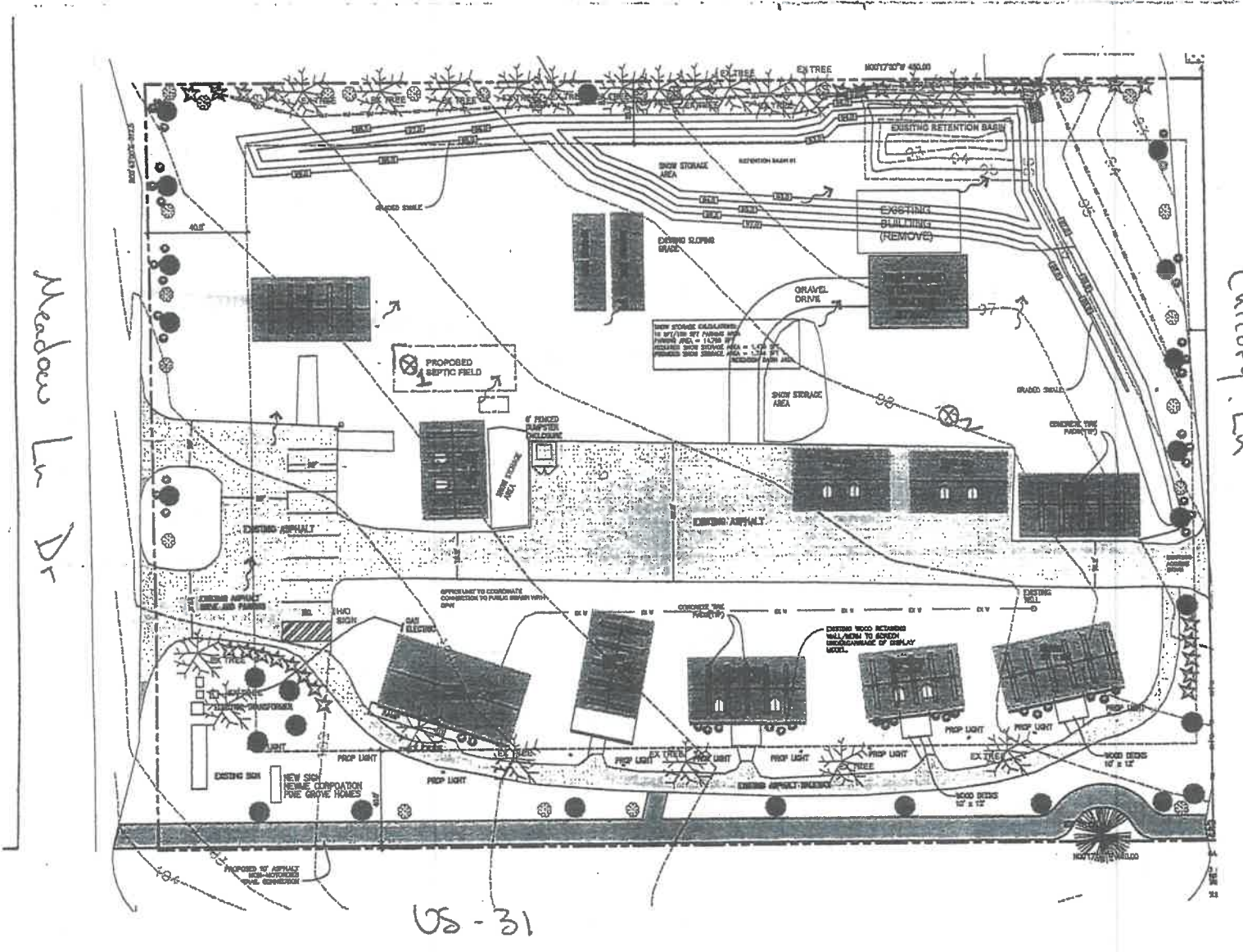
Received: \$250 for Site Survey Receipt No. 44563 Date: 12/6/17

- THIS IS NOT A PERMIT -

Test holes

⊗₁ = 44.697933, -85.657411

⊗₂ = 44.698494, -85.657322



US-31



**GRAND TRAVERSE COUNTY
DEPARTMENT OF PUBLIC WORKS**

PUBLIC SERVICE BUILDING
2650 LAFRANIER ROAD
TRAVERSE CITY, MI 49686-8972
(231) 995-6039 • FAX (231) 929-7226

March 22, 2018

Mr. Newman,

Thank you for your email inquiry regarding sewer availability at 4030 Meadowlane Drive.

The township ordinance requires connection to a "public" main if the building in which wastewater originates is within 200 feet of said "public" main. The existing building (recently demolished and cut & capped) was part of a larger parcel that included Meadowlane Mobile Home Park. The Mobile Home Park constructed a "private" sewer to service its lots and allowed the existing building to connect to its private sewer. The parcel has since been split and the building demolished and cut&capped from the private sewer. Currently, there is no connection to sewer, "public" or "private".

The DPW does not have the authority to allow a new building being built to connect to this "private" sewer. The DPW does have authority to connect this new building to "public" sewer. The only public sewer within 200 feet of this new building is a high pressure force main to which connections are prohibited.

Therefore, this parcel has two options for sewer service:

1. install and construct "public" sewer either from the south or the north; or
2. install an onsite system.

Option 1 is not a mandatory requirement and is therefore a voluntary decision for the property owner.

Option 2 is available if the health department approves a permit for such a system.

The DPW does not object to the installation of an onsite sewer system for this parcel.

I hope this answers the question and clarifies the issues. If not, please do not hesitate to contact our office.

Sincerely,

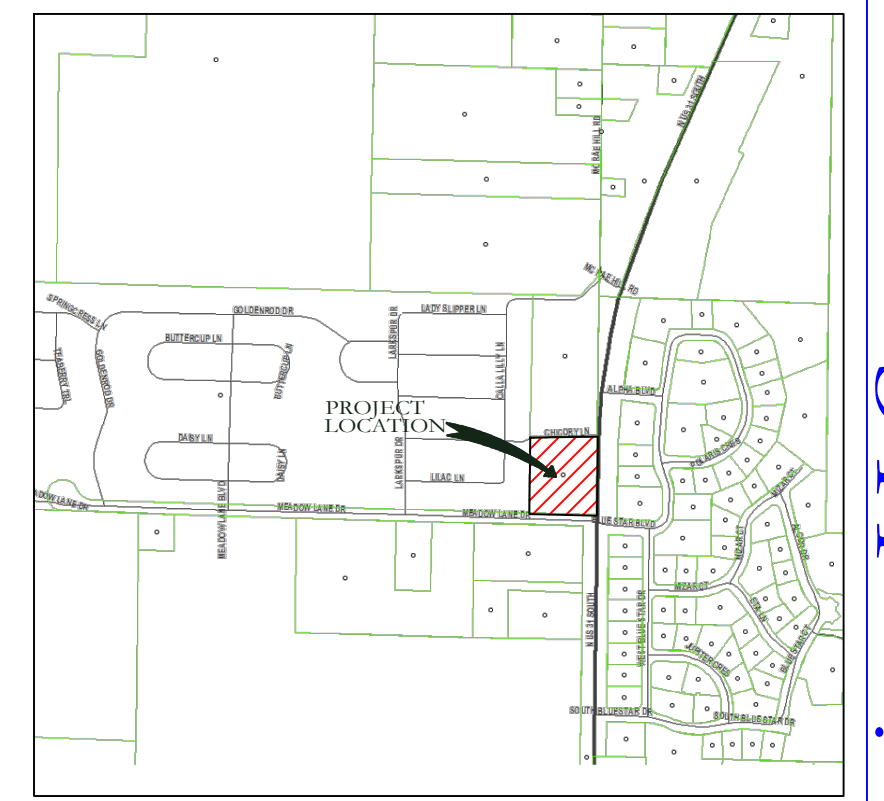
John Divozzo



RECYCLED PAPER

Parcel # 28-05-032-001-10
 MITR MEADOW MHP
 4310 MEADOW LANE DR
 TRAVERSE CITY, MI 49685
 zoning: R-M MOBILE HOME RESIDENTIAL

SNOW STORAGE CALCS
 PARKING AREA = 47,932 SFT
 SNOW STORAGE AREA = 10SFT/100SFT PARKING
 REQUIRED SNOW STORAGE AREA = 4,793 SFT
 PROVIDED SNOW STORAGE AREA = 7,300 SFT



LOCATION MAP

LEGEND

- PROPOSED LOT LINE
- - - PROPOSED EASEMENT LINE
- 598 EXISTING CONTOUR
- 598 PROPOSED CONTOUR
- DRAINAGE DIRECTION ARROW
- EXISTING TREE LINE
- PROPOSED RETENTION BASIN
- TC: 100.33
BT: 100.00 PROPOSED GRADES
- - - EXISTING WATER LINE
- - - EXISTING SEWER LINE
- PROPOSED LIGHT POLE

Parcel # 28-05-032-002-10
 BRINKERHOFF PROPERTIES LLC
 705 N US 31 SOUTH
 TRAVERSE CITY, MI 49685
 zoning: C-G GENERAL COMMERCIAL

TC COMMERCIAL PROPERTIES
 981 N US 31 SOUTH
 TRAVERSE CITY, MI 49685
 parcel #28-05-032-001-30
 ZONING: I-G GENERAL INDUSTRIAL

SITE DATA

PROPERTY OWNER & APPLICANT:

NEWMAN RICHARD A TRUST
 3744 N. US-31 SOUTH
 TRAVERSE CITY, MI 49685
 PH: 231-947-6561 Rick Newman

PARCEL ADDRESS - 4030 MEADOWLAND DRIVE
 PARCEL ZONING - C-G GENERAL COMMERCIAL
 PARCEL NUMBER - 28-05-032-001-20

SETBACKS:

FRONT - 40'
 SIDE - 10% LOT WIDTH
 REAR - 10% LOT DEPTH
 LOT COVERAGE: 140625 SQ. FT.
 PROPOSED: 28863 SQ. FT.
 PERCENTAGE: 21%

PROPOSED:

MODULAR HOMES SALES & MOBILE HOME SALES

PROPERTY DESCRIPTION:

PT N1/2 SEC 32 T27N R11W COM NE COR TH S 00DEG 17'E
 1268.15' TO POB TH N 89DEG 22'W 387.5' TH N 00DEG 17'W
 450' TH S 89DEG 22'E 387.5' TH S 00DEG 17'E 450' TO POB
 EXC HWY ROW

PARKING:

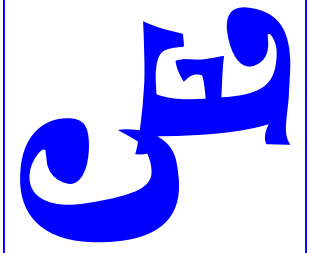
REQUIREMENTS: OFFICE: 1 SPACE PER 200 SFT FLOOR AREA
 TOTAL BUILDING AREA: 1,680 SFT
 USEABLE FLOOR AREA = 1,250 SFT
 SPACES REQ'D: 7 SPACES
 PROVIDED PARKING: 9 SPACES (INCLUDES 1 HANDICAP SPACES)

SIGNAGE:

SIGNS ARE SUBJECT TO SIGN PERMIT REVIEW. ALL SIGNS TO MEET THE STANDARDS OF SECTION 630 OF THE ZONING ORDINANCE.

Crain Engineering, LLC
 Engineering, Consulting, & Design
 Phone: (231) 947-7255
 Cell: (231) 632-4207
 email: crainengineeringllc@gmail.com

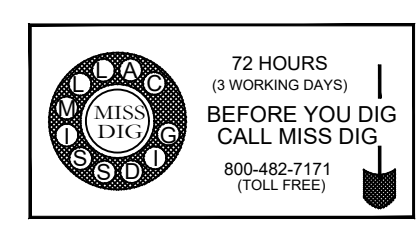
Crain Engineering, LLC
 Engineering, Consulting, & Design
 7622 Bott Road
 Buckley, MI 49620



DRWN BY: WLC
 DSGN BY: WLC
 DATE: 1-30-2023
 REV DATE: 3-1-2023
 3-1-2023 COMPLETENESS REVIEW
 3-7-2023 STAFF REVIEW

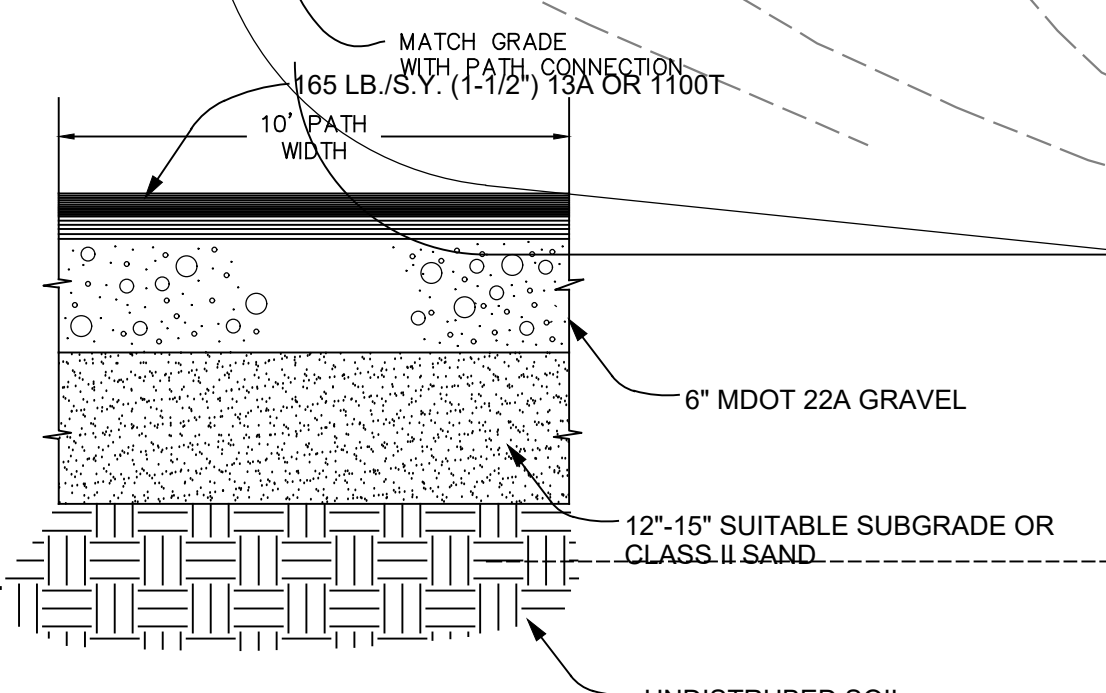
SITE PLAN
 PINE GROVE HOMES
 SECTION 32 - TOWN 27 NORTH - RANGE 11 WEST
 GARFIELD TWP. GRAND TRAVERSE COUNTY, MICHIGAN

JOB NUMBER:
 194723
 SHEET C-1



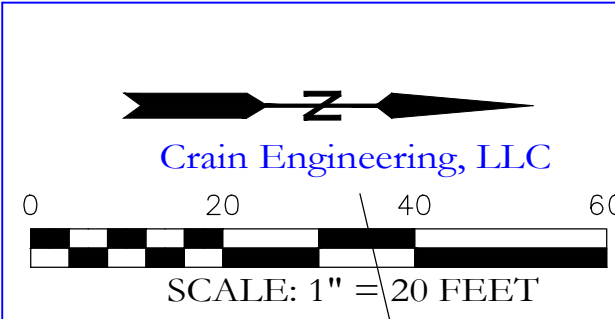
Parcel # 28-05-032-001-10
 MITR MEADOW MHP
 4310 MEADOW LANE DR
 TRAVERSE CITY, MI 49685
 zoning: C-G GENERAL COMMERCIAL

PATH DETAIL
 NO SCALE



165 LB./S.Y. (1.42) 13A OR 1100T
 10' PATH WIDTH
 6" MDOT 22A GRAVEL
 12"-15" SUITABLE SUBGRADE OR CLASS II SAND
 UNDISTURBED SOIL

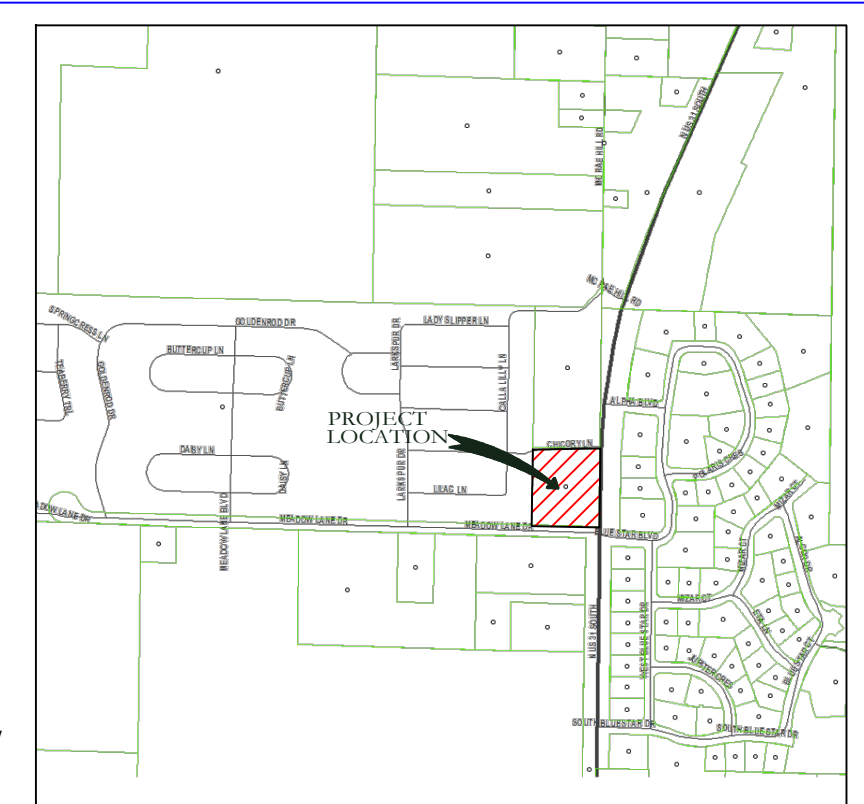
72 HOURS (3 WORKING DAYS) BEFORE YOU DIG CALL MISS DIG (800-482-7111 TOLL FREE)



MAXIMUM DRAIN TIME BASIN #1
 72>D/I
 72> 12(3.0)/1.0
 72>36
 Where: 72 = Maximum allowable drain time (hours)
 12 = Factor to convert inches to feet
 D = Basin depth (feet)
 I = Design infiltration rate (in/hr)

Parcel # 28-05-032-001-10
 MITR MEADOW MHP
 4310 MEADOW LANE DR
 TRAVERSE CITY, MI 49685
 zoning: R-M MOBILE HOME RESIDENTIAL

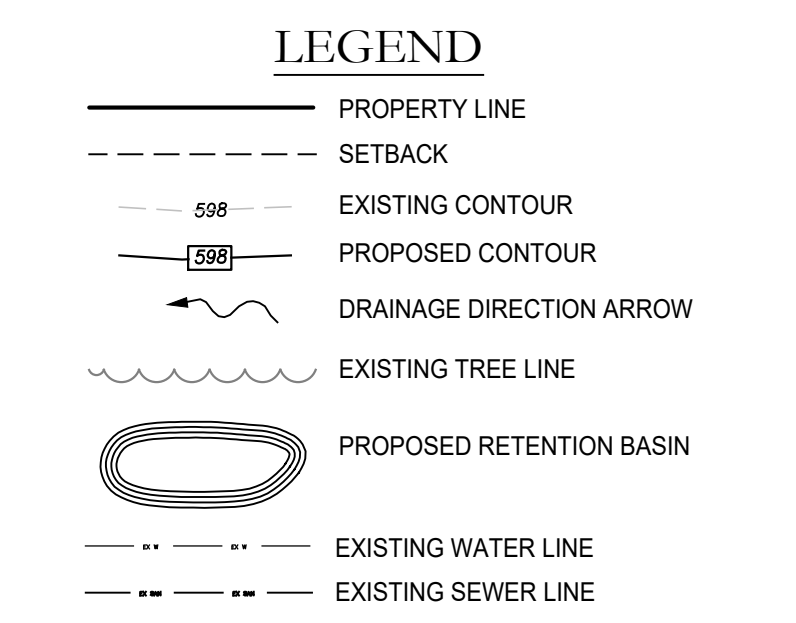
MAINTENANCE PLAN
 Soil Erosion & Sedimentation Control - Management System For
 Pine Grove Homes
 Traverse City, Michigan
 Garfield Twp., Grand Traverse County



LOCATION MAP

SITE DATA
 PROPERTY OWNER & APPLICANT:

NEWMAN RICHARD A TRUST
 3744 N. US-31 SOUTH
 TRAVERSE CITY, MI 49685
 PH: 231-947-6561 Rick Newman
 PARCEL ADDRESS - C-G GENERAL COMMERCIAL
 PARCEL ZONING - C-G GENERAL INDUSTRIAL
 PARCEL NUMBER - 28-05-032-001-20



PROJECT CONSTRUCTION SCHEDULE

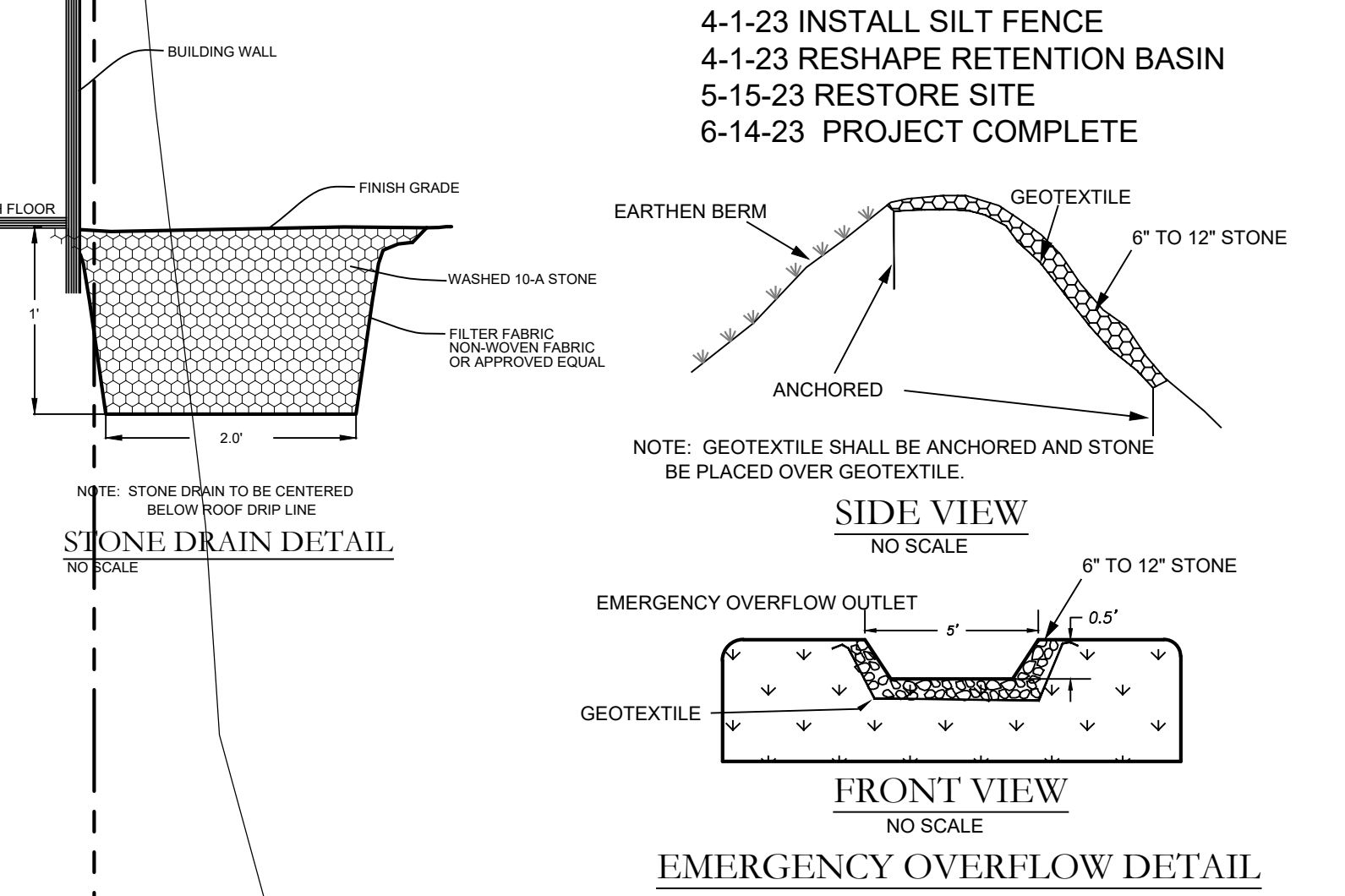
- 4-1-23 START CONSTRUCTION
- 4-1-23 INSTALL SILT FENCE
- 4-1-23 RESHAPE RETENTION BASIN
- 5-15-23 RESTORE SITE
- 6-14-23 PROJECT COMPLETE

1. Maintenance
- During construction, it is the developer's and/or the developer's designated contractor's responsibility to perform the Soil Erosion & Sedimentation Control maintenance.
 - Following construction, it will be the responsibility of Pine Grove Homes, its successors, an established Property Association or an appointed contractor for the owner to perform the soil erosion & sedimentation control maintenance.
 - Soil Erosion & Sedimentation Control inspections should be completed once annually by Pine Grove Homes, its successors; an established Property Association or an appointed contractor for the owner.
 - Routine Soil Erosion & Sedimentation Control maintenance of the owner's property must be completed within 30 days of receipt of written notification that action is required, unless other acceptable arrangements are made with Garfield Township or its successors. Emergency maintenance (i.e., where there is endangerment to public health, safety, or welfare) shall be performed immediately upon receipt of written notice. Should Pine Grove Homes fail to act within these time frames, Garfield Township, or its successors may perform the needed Soil Erosion & Sedimentation Control maintenance and assess the costs against Pine Grove Homes, its successors or established Property Association.

SOIL DATA

TH#1
 0'-3" SILT
 3'-48" MEDIUM-COARSE SAND

TC COMMERCIAL PROPERTIES
 981 N US 31 SOUTH
 TRAVERSE CITY, MI 49685
 parcel #28-05-032-001-30
 ZONING: 1-G GENERAL INDUSTRIAL



DRAINAGE AND GRADING NOTES

- THE SOIL EROSION MEASURES SHOWN ARE THE MINIMUM CONTROLS TO BE USED ON THIS PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR TEMPORARY AND PERMANENT SOIL EROSION CONTROL MEASURES TO PROTECT THE DISTURBED AREAS AND ADJACENT PROPERTIES FROM ACCELERATED EROSION AND SEDIMENTATION RESULTING FROM PROJECT CONSTRUCTION AT NO ADDITIONAL COST TO THE OWNER.
- ALL DISTURBED AREAS SHALL BE TOPSOILED, SEEDDED, FERTILIZED AND MULCHED OR SODDED. MUCH BLANKET SHALL BE INSTALLED IN AREAS AS DESIGNATED AND SHALL BE INCIDENTAL TO OTHER ITEMS.
- CONTRACTOR SHALL OBTAIN SOIL EROSION PERMIT PRIOR TO ANY CONSTRUCTION.
- ALL RETENTION BASINS SHALL HAVE 3 ON 1 SIDE SLOPES. (UNLESS NOTED OTHERWISE)
- PARKING LOT GRADING IN BARRIER FREE AREAS SHALL NOT EXCEED 2% SLOPE.
- THE CONTRACTOR IS RESPONSIBLE FOR ESTABLISHING GROUND COVER ON AREAS DISTURBED BY CONSTRUCTION AND SHALL REPAIR ALL WASHOUTS AND EROSION DURING THE GUARANTEE PERIOD OF ONE (1) YEAR AFTER GROUND COVER IS ESTABLISHED AT NO ADDITIONAL COST TO THE OWNER.

Parcel # 28-05-032-002-10
 BRINKERHOFF PROPERTIES LLC
 705 N US 31 SOUTH
 TRAVERSE CITY, MI 49685
 zoning: C-G GENERAL COMMERCIAL

Parcel # 28-05-032-002-10
 BRINKERHOFF PROPERTIES LLC
 705 N US 31 SOUTH
 TRAVERSE CITY, MI 49685
 zoning: C-G GENERAL COMMERCIAL

Summary for Subcatchment 1S: DISTRICT #1

Runoff = 6.95 cfs @ 12.08 hrs, Volume= 19,783 cf, Depth= 1.73"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 1.00-72.00 hrs, dt= 0.05 hrs
 Type II 24-hr 25-Year Rainfall=3.89"

Area (sf)	CN	Description
47,932	98	Paved parking, HSG C
78,428	61	>75% Grass cover, Good, HSG B
9,952	98	Roofs, HSG B
1,193	96	Gravel surface, HSG B
137,505	77	Weighted Average
79,621		57.90% Pervious Area
57,884		42.10% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
15.0					Direct Entry,

SITE STORMWATER MAINTENANCE PLAN:
 INFILTRATION BASIN MAINTENANCE PLAN WILL REQUIRE SEDIMENT BE REMOVED FROM THE TREATMENT FOREBAY WHEN IT REACHES A DEPTH EQUAL TO 50% OF THE DEPTH OF THE FOREBAY OR 12", WHICHEVER IS LESS.

US 31 SOUTH (PUB 120)

Parcel # 28-05-032-001-10
 MITR MEADOW MHP
 4310 MEADOW LANE DR
 TRAVERSE CITY, MI 49685
 zoning: C-G GENERAL COMMERCIAL

Summary for Pond 1a (B) (6) GRADE WITH PAVT
 Inflow Area = 137,505 sf, 42.10% Impervious, Inflow Depth = 1.73" for 25-Year event
 Inflow = 6.95 cfs @ 12.08 hrs, Volume = 19,783 cf
 Outflow = 0.00 cfs @ 1.00 hrs, Volume = 0 cf, Att=100%, Lag=0.0 min
 Secondary = 0.00 cfs @ 1.00 hrs, Volume = 0 cf

Routing by Stor-Ind method, Time Span= 1.00-72.00 hrs, dt= 0.05 hrs
 Peak Elev= 96.16' @ 24.90 hrs Surf Area= 8,462 sf Storage= 19,782 cf

Flow Duration time: (not calculated; initial storage exceeds outflow)
 Center-of-Mass det. time: (not calculated; no outflow)

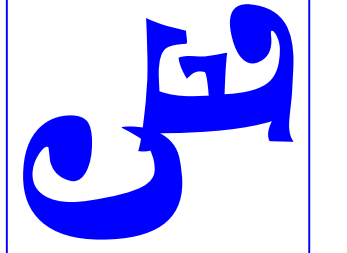
Volume #1	Invert	Avail Storage	Storage Description	
	93.00'	27,437 cf	Custom Weir Office (Pyramid) Listed below (Recalc)	
Elevation (feet)	Surf Area (sq-ft)	Inc. Store (cubic-feet)	Cum. Store (cubic-feet)	Vol. Area (sq-ft)
93.00	4,216	0	0	4,216
94.00	5,467	4,828	4,828	5,467
95.00	6,807	6,125	10,953	6,874
96.00	8,231	7,508	18,460	8,339
97.00	9,744	8,971	27,437	9,899
98.00		8,242.5	26,709	

Device Routing Invert Outlet Devices
 #1 Secondary 96.50' Custom Weir Office, C= 2.62 (C= 3.28)
 Head (feet) 0.00 0.50
 Width (feet) 10.00 12.00

Secondary Outflow Max=0.00 cfs @ 1.00 hrs HWF=93.00' (Free Discharge)
 1-1 Custom Weir Office (Controls 0.00 cfs)

Crain Engineering, LLC
 Engineering, Consulting, & Design
 7622 Bott Road
 Buckley, MI 49620
 Phone: (231) 947-7255
 Cell: (231) 632-4207
 email: crainengineeringllc@gmail.com

Crain Engineering, LLC
 Engineering, Consulting, & Design
 7622 Bott Road
 Buckley, MI 49620

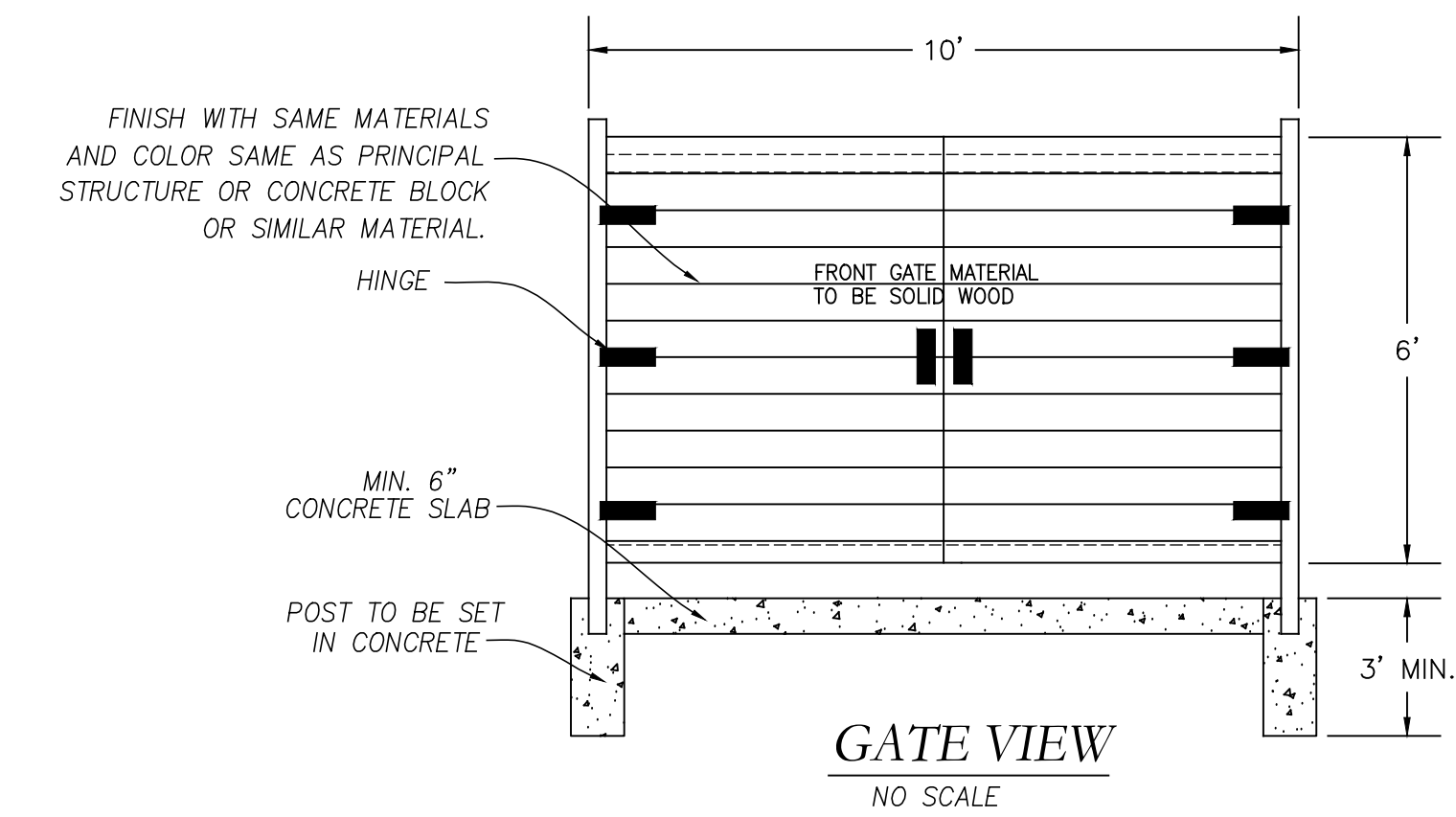
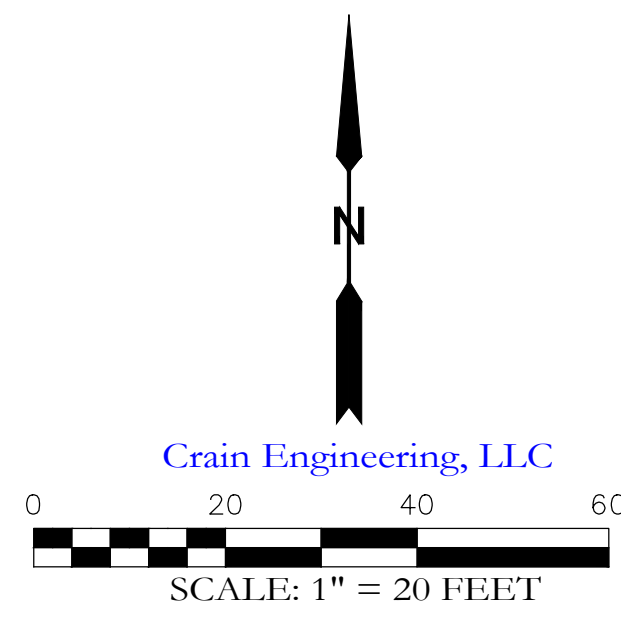


DRWN BY: WLC
 DSGN BY: WLC
 DATE: 1-30-2023
 REV DATE: 3-1-2023
 3-1-2023 COMPLETENESS REVIEW
 3-1-2023 STAFF REVIEW

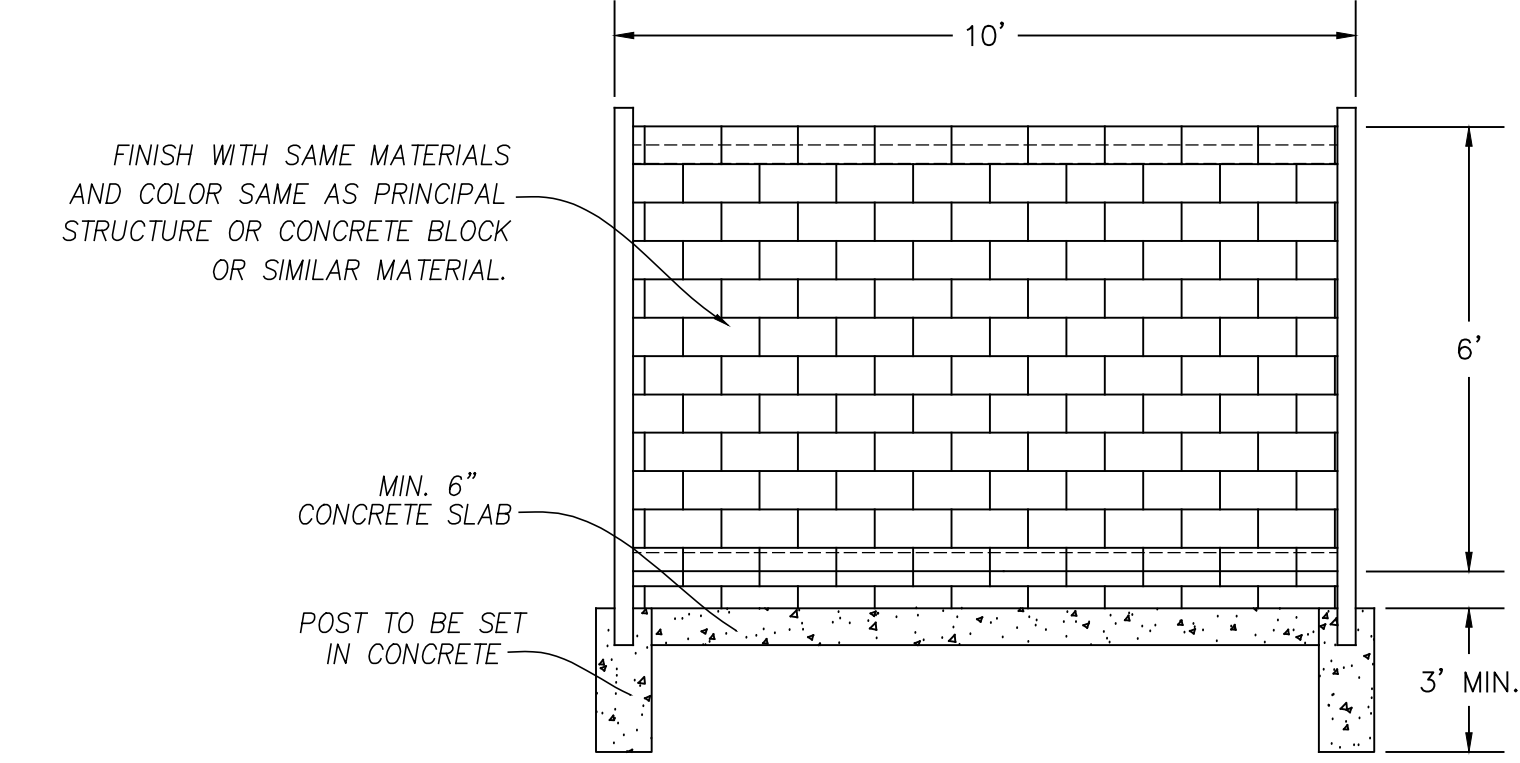
DRAINAGE PLAN
 PINE GROVE HOMES
 SECTION 32 - TOWN 27 NORTH - RANGE 11 WEST
 GARFIELD TWP., GRAND TRAVERSE COUNTY, MICHIGAN

JOB NUMBER:
 194723
 SHEET C-2

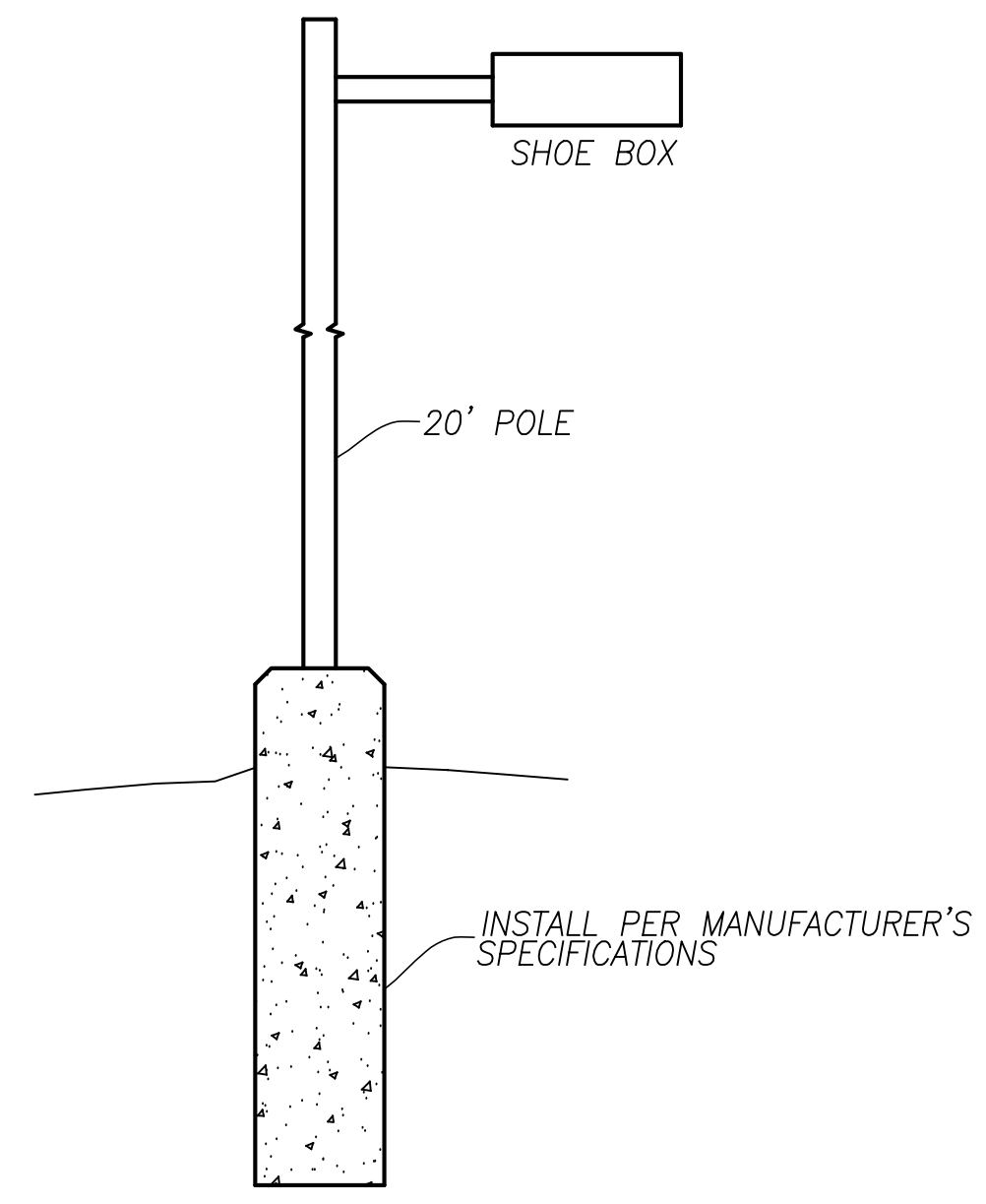




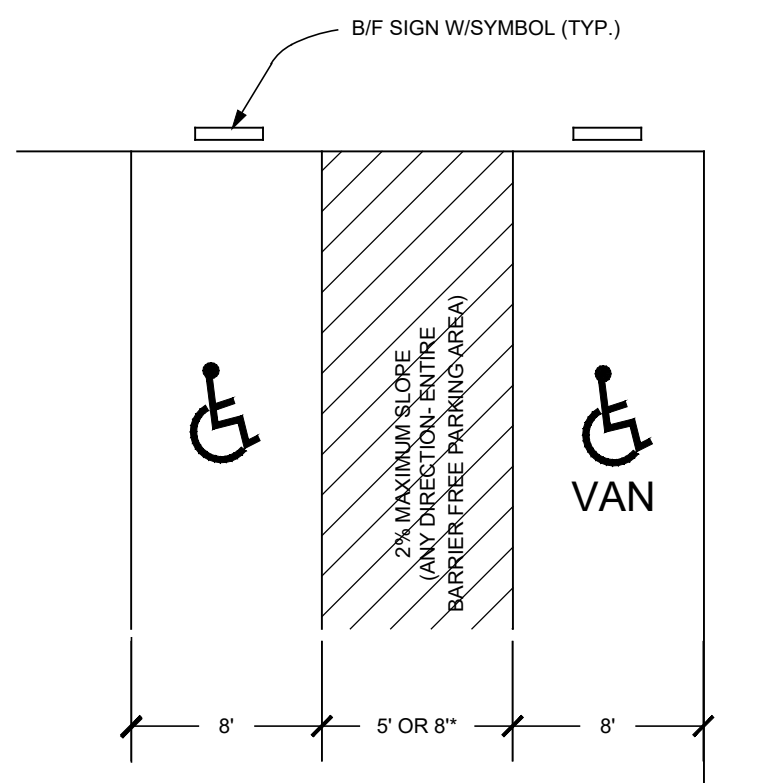
GATE VIEW
NO SCALE



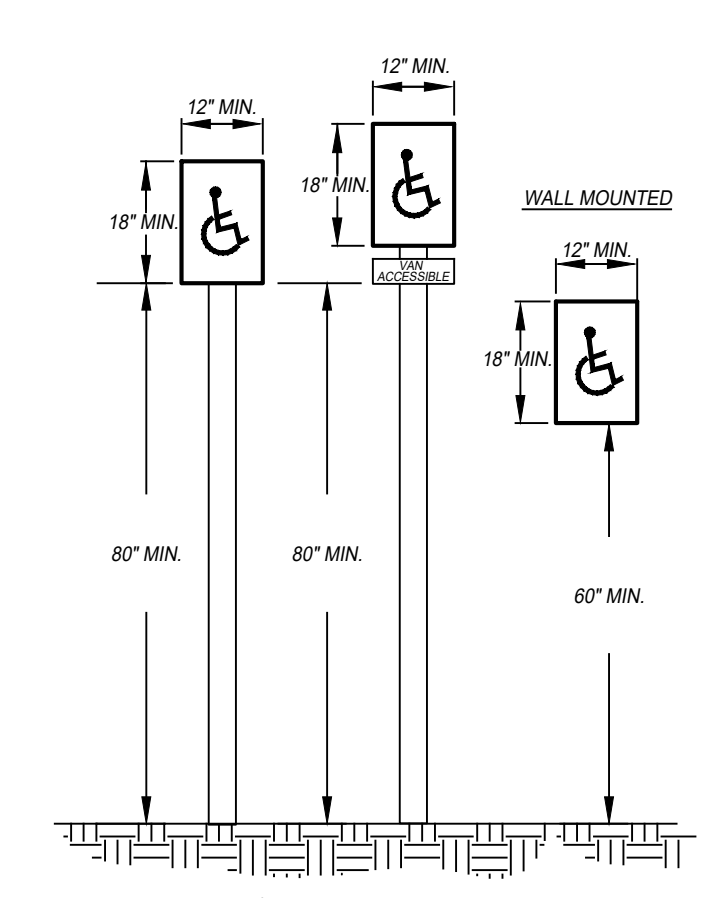
DUMPSTER SCREEN DETAIL
NO SCALE



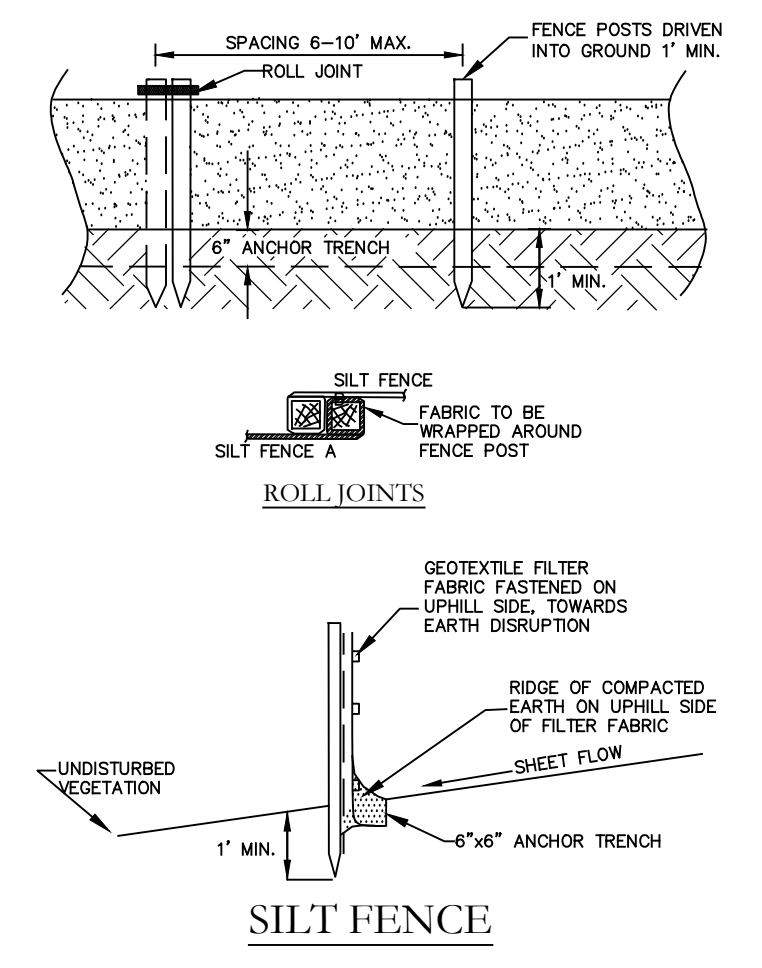
LIGHT POLE DETAIL
NO SCALE



PARKING DETAIL BARRIER FREE
NO SCALE



BARRIER-FREE SIGNAGE
NO SCALE



SILT FENCE

Summary for Pond 1a: BASIN #1

Inflow Area = 137,505 sf, 42.10% Impervious, Inflow Depth = 1.73" for 25-Year event
 Inflow = 6.95 cfs @ 12.08 hrs, Volume= 19,783 cf
 Outflow = 0.11 cfs @ 22.50 hrs, Volume= 1,322 cf, Atten=98%, Lag= 625.6 min
 Secondary= 0.11 cfs @ 22.50 hrs, Volume= 1,322 cf

Routing by Stor-Ind method, Time Span= 1.00-72.00 hrs, dt= 0.05 hrs
 Peak Elev= 96.02' @22.50 hrs Surf.Area= 8,256 sf Storage= 18,602 cf

Plug-Flow detention time= 691.5 min calculated for 1,322 cf (7% of inflow)
 Center-of-Mass det. time= 528.0 min (1,374.9 - 846.9)

Volume	Invert	Avail. Storage	Storage Description	
#1	93.00'	27,437 cf	Custom Stage Data (Pyramidal) Listed below (Recalc)	
Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)	Wet Area (sq-ft)
93.00	4,216	0	0	4,216
94.00	5,467	4,828	4,828	5,497
95.00	6,807	6,125	10,953	6,874
96.00	8,231	7,508	18,460	8,339
97.00	9,744	8,977	27,437	9,899

Device	Routing	Invert	Outlet Devices
#1	Secondary	96.00'	Custom Weir/Orifice, Cv= 2.62 (C= 3.28) Head (feet) 0.00 1.00 Width (feet) 10.00 12.00

Secondary OutFlow Max=0.07 cfs @ 22.50 hrs HW=96.02' (Free Discharge)
 C=1=Custom Weir/Orifice (Weir Controls 0.07 cfs @ 0.43 fps)

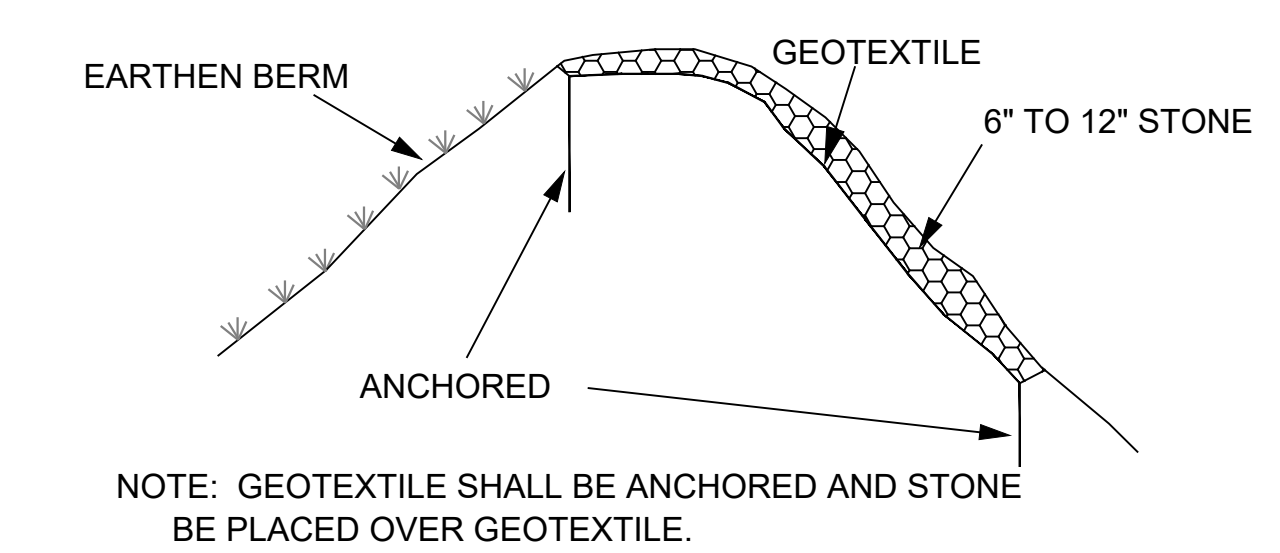
BASIN #1

Weir Design

Shape: Trapezoidal
 Side Slope Ratio (V:H): 1.00
 Crest Length: 5.0 ft
 Invert Elevation: 95.0 ft
 Coefficient: 3.33
 Number of Openings: 1

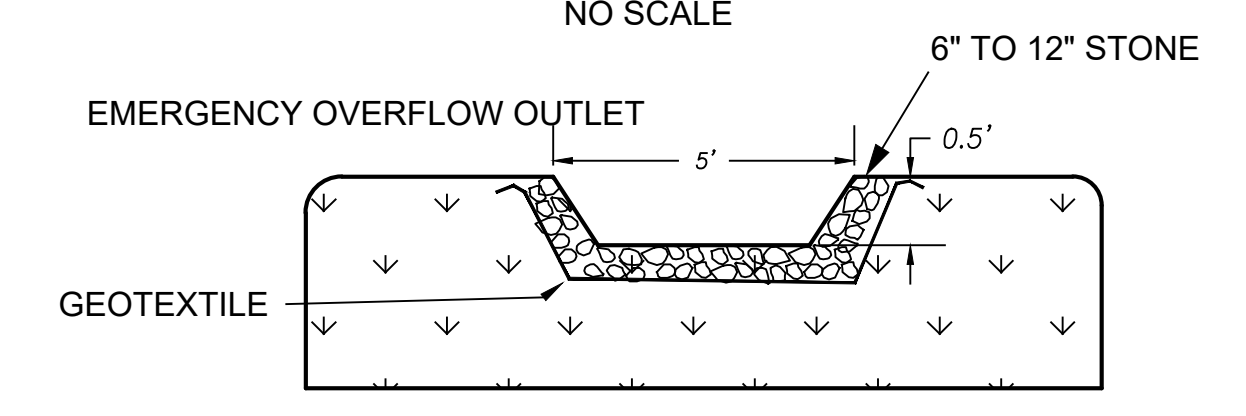
Calculation Result
 Headwater Elevation: 96.0 ft
 Discharge: 24.1425 cfs
 Velocity: 4.02 ft/s

SPILLWAY DESIGN
 $Q = 2.6 * L * H^{3/2}$
 $L = 5'$
 $H = 1.0'$
 $Q = 2.6 * 5 * 1.0^{3/2}$
 $Q = 13.0 CFS$



NOTE: GEOTEXTILE SHALL BE ANCHORED AND STONE BE PLACED OVER GEOTEXTILE.

SIDE VIEW
NO SCALE



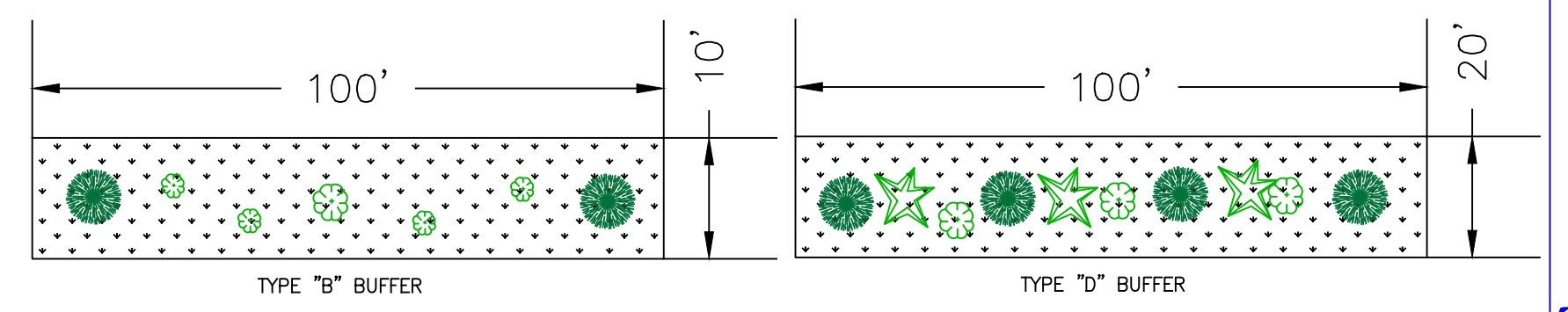
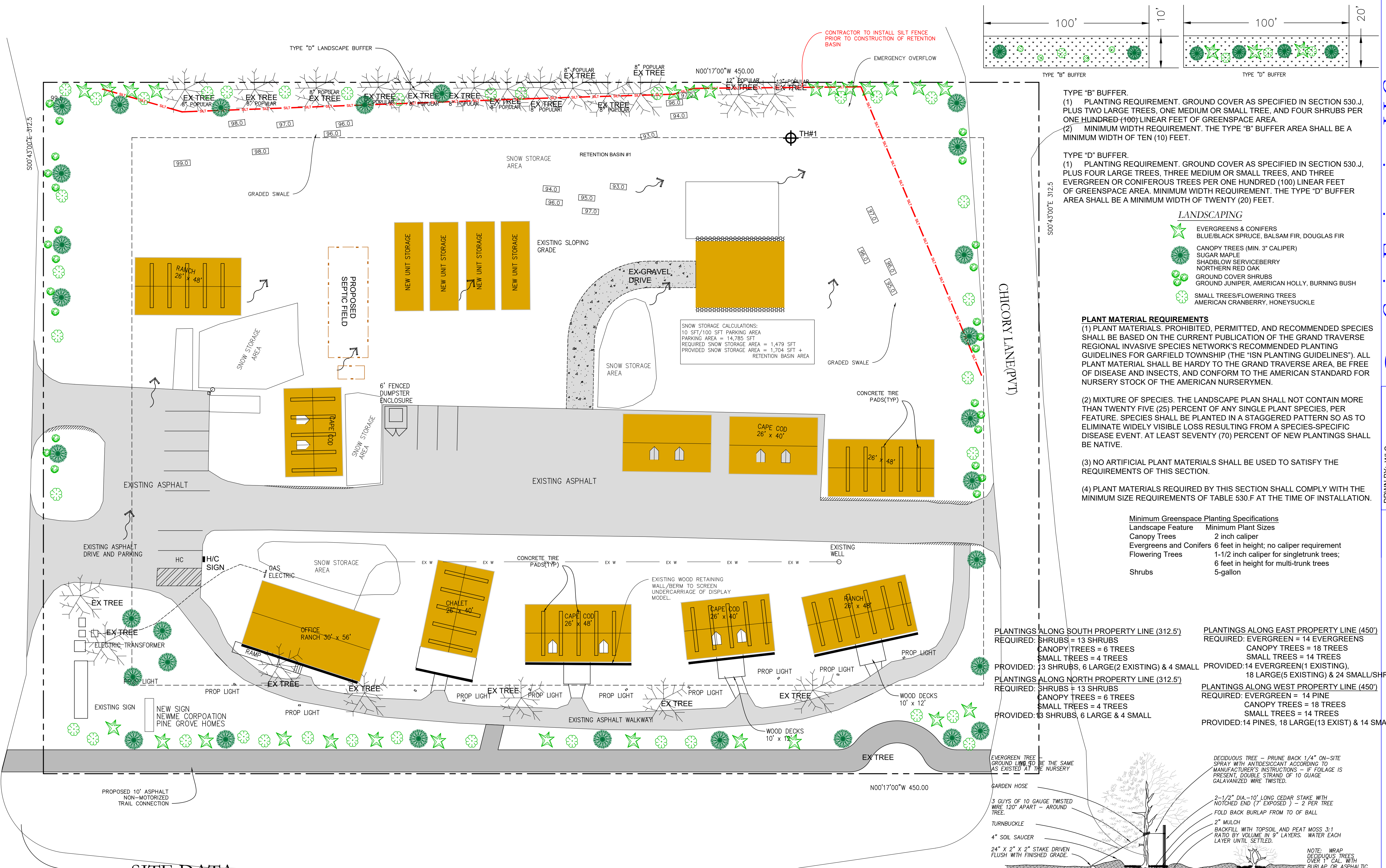
FRONT VIEW
NO SCALE

EMERGENCY OVERFLOW DETAIL



DRWN BY: WLC
 DSGN BY: WLC
 DATE: 1-30-2023
 REV DATE: 3-1-2023
 3-7-2023
 COMPLETENESS REVIEW
 STAFF REVIEW

MEADOW LANE (PUB 66)



TYPE "B" BUFFER.
 (1) PLANTING REQUIREMENT. GROUND COVER AS SPECIFIED IN SECTION 530.J, PLUS TWO LARGE TREES, ONE MEDIUM OR SMALL TREE, AND FOUR SHRUBS PER ONE HUNDRED (100) LINEAR FEET OF GREENSPACE AREA.
 (2) MINIMUM WIDTH REQUIREMENT. THE TYPE "B" BUFFER AREA SHALL BE A MINIMUM WIDTH OF TEN (10) FEET.

TYPE "D" BUFFER.
 (1) PLANTING REQUIREMENT. GROUND COVER AS SPECIFIED IN SECTION 530.J, PLUS FOUR LARGE TREES, THREE MEDIUM OR SMALL TREES, AND THREE EVERGREEN OR CONIFEROUS TREES PER ONE HUNDRED (100) LINEAR FEET OF GREENSPACE AREA. MINIMUM WIDTH REQUIREMENT. THE TYPE "D" BUFFER AREA SHALL BE A MINIMUM WIDTH OF TWENTY (20) FEET.

- LANDSCAPING**
- EVERGREENS & CONIFERS
BLUE/BLACK SPRUCE, BALSAM FIR, DOUGLAS FIR
 - CANOPY TREES (MIN. 3" CALIPER)
SUGAR MAPLE
SHADBL OW SERVICEBERRY
NORTHERN RED OAK
 - GROUND COVER SHRUBS
GROUND JUNIPER, AMERICAN HOLLY, BURNING BUSH
 - SMALL TREES/FLowering TREES
AMERICAN CRANBERRY, HONEYSUCKLE

PLANT MATERIAL REQUIREMENTS

(1) PLANT MATERIALS. PROHIBITED, PERMITTED, AND RECOMMENDED SPECIES SHALL BE BASED ON THE CURRENT PUBLICATION OF THE GRAND TRAVERSE REGIONAL INVASIVE SPECIES NETWORK'S RECOMMENDED PLANTING GUIDELINES FOR GARFIELD TOWNSHIP (THE "ISN PLANTING GUIDELINES"). ALL PLANT MATERIAL SHALL BE HARDY TO THE GRAND TRAVERSE AREA, BE FREE OF DISEASE AND INSECTS, AND CONFORM TO THE AMERICAN STANDARD FOR NURSERY STOCK OF THE AMERICAN NURSERYMEN.

(2) MIXTURE OF SPECIES. THE LANDSCAPE PLAN SHALL NOT CONTAIN MORE THAN TWENTY FIVE (25) PERCENT OF ANY SINGLE PLANT SPECIES, PER FEATURE. SPECIES SHALL BE PLANTED IN A STAGGERED PATTERN SO AS TO ELIMINATE WIDELY VISIBLE LOSS RESULTING FROM A SPECIES-SPECIFIC DISEASE EVENT. AT LEAST SEVENTY (70) PERCENT OF NEW PLANTINGS SHALL BE NATIVE.

(3) NO ARTIFICIAL PLANT MATERIALS SHALL BE USED TO SATISFY THE REQUIREMENTS OF THIS SECTION.

(4) PLANT MATERIALS REQUIRED BY THIS SECTION SHALL COMPLY WITH THE MINIMUM SIZE REQUIREMENTS OF TABLE 530.F AT THE TIME OF INSTALLATION.

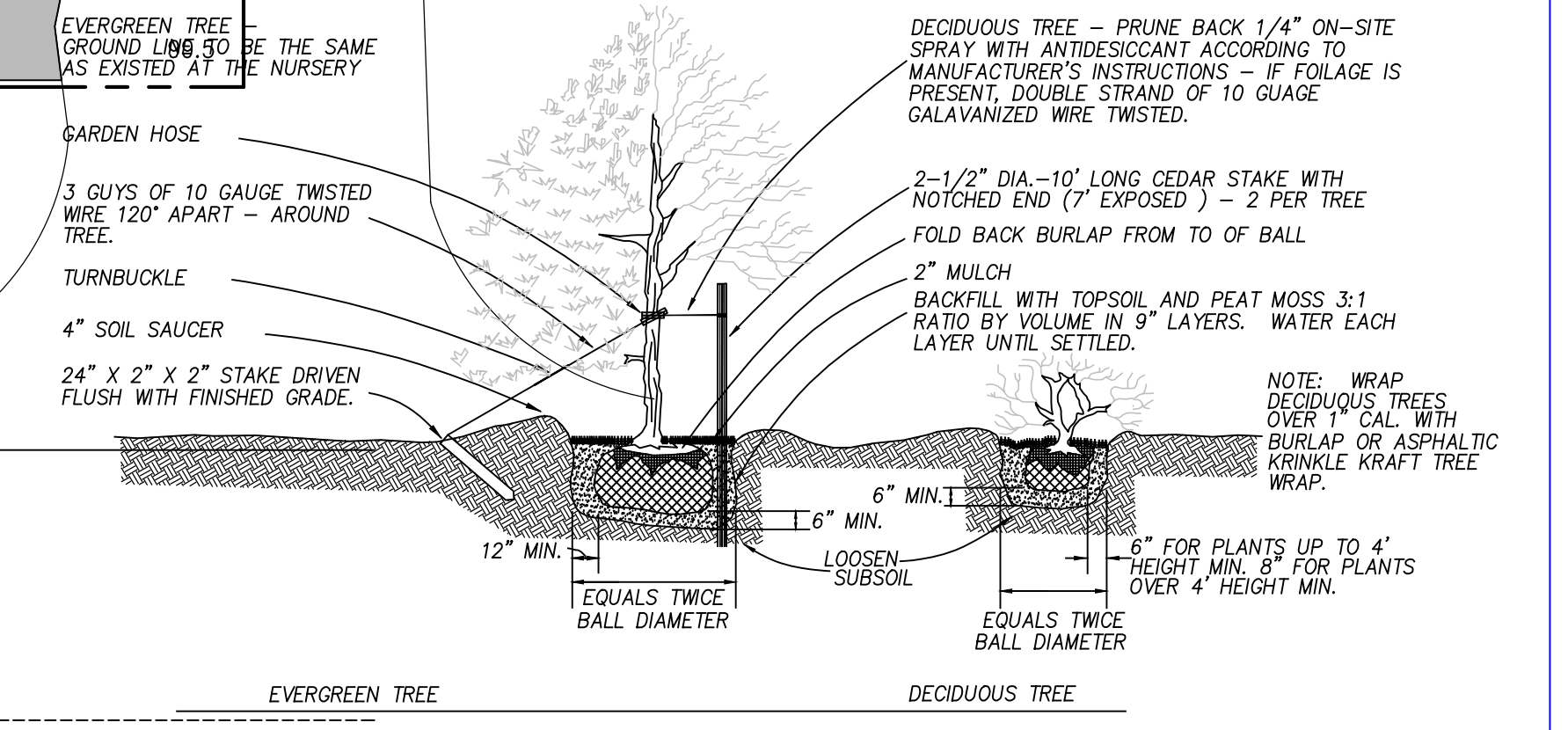
Minimum Greenspace Planting Specifications	Minimum Plant Sizes
Landscape Feature	Minimum Plant Sizes
Canopy Trees	2 inch caliper
Evergreens and Conifers	6 feet in height; no caliper requirement
Flowering Trees	1-1/2 inch caliper for single-trunk trees; 6 feet in height for multi-trunk trees
Shrubs	5-gallon

PLANTINGS ALONG SOUTH PROPERTY LINE (312.5')
 REQUIRED: SHRUBS = 13 SHRUBS
 CANOPY TREES = 6 TREES
 SMALL TREES = 4 TREES
 PROVIDED: 13 SHRUBS, 6 LARGE (2 EXISTING) & 4 SMALL

PLANTINGS ALONG NORTH PROPERTY LINE (312.5')
 REQUIRED: SHRUBS = 13 SHRUBS
 CANOPY TREES = 6 TREES
 SMALL TREES = 4 TREES
 PROVIDED: 13 SHRUBS, 6 LARGE & 4 SMALL

PLANTINGS ALONG EAST PROPERTY LINE (450')
 REQUIRED: EVERGREEN = 14 EVERGREENS
 CANOPY TREES = 18 TREES
 SMALL TREES = 14 TREES
 PROVIDED: 14 EVERGREEN (1 EXISTING), 18 LARGE (5 EXISTING) & 24 SMALL SHRUBS

PLANTINGS ALONG WEST PROPERTY LINE (450')
 REQUIRED: EVERGREEN = 14 PINE
 CANOPY TREES = 18 TREES
 SMALL TREES = 14 TREES
 PROVIDED: 14 PINES, 18 LARGE (13 EXIST) & 14 SMALL



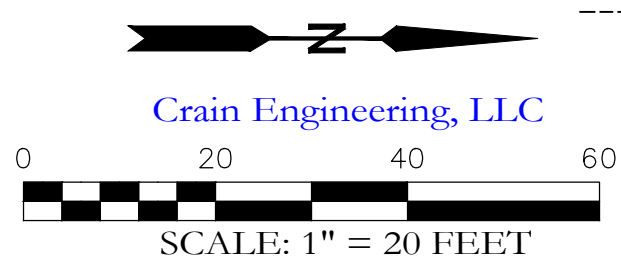
PLANTING DETAIL - TREES AND SHRUBS
 NO SCALE

SITE DATA

PROPERTY OWNER & APPLICANT:
 NEWMAN RICHARD A TRUST
 3744 N. US-31 SOUTH
 TRAVERSE CITY, MI 49685
 PH: 231-947-6561 Rick Newman

US 31 SOUTH (PUB 120)

PARCEL ADDRESS - 4030 MEADOWLAND DRIVE
 PARCEL ZONING - C-G GENERAL COMMERCIAL
 PARCEL NUMBER - 28-05-032-001-20



Crain Engineering, LLC
 Engineering, Consulting, & Design
 7622 Bott Road
 Buckley, MI 49620
 Phone: (231) 947-7255
 Cell: (231) 632-4207
 email: crainengineeringllc@gmail.com

LANDSCAPE PLAN
PINE GROVE HOMES

SECTION 32 - TOWN 27 NORTH - RANGE 11 WEST
 GARFIELD TWP. GRAND TRAVERSE COUNTY, MICHIGAN

DRWN BY: WLC
 DSGN BY: WLC
 DATE: 1-30-2023
 REV DATE: 3-1-2023
 3-7-2023
 COMPLETENESS REVIEW
 STAFF REVIEW

JOB NUMBER:
194723

SHEET **L-1**

72 HOURS
 10 WORKING DAYS
 BEFORE YOU DIG
 CALL MISS DIG
 800-462-7171
 (TOLL FREE)



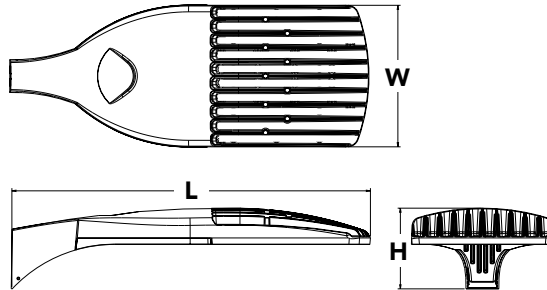
D-Series Size 1 LED Area Luminaire

d#series



Specifications

EPA:	1.01 ft ² (0.09 m ²)
Length:	33" (83.8 cm)
Width:	13" (33.0 cm)
Height:	7-1/2" (19.0 cm)
Weight (max):	27 lbs (12.2 kg)



Catalog Number

Notes

Type

Hit the Tab key or mouse over the page to see all interactive elements.

A+ Capable Luminaire

This item is an A+ capable luminaire, which has been designed and tested to provide consistent color appearance and system-level interoperability.

- All configurations of this luminaire meet the Acuity Brands' specification for chromatic consistency
- This luminaire is A+ Certified when ordered with DTL® controls marked by a shaded background. DTL DLL equipped luminaires meet the A+ specification for luminaire to photocontrol interoperability1
- This luminaire is part of an A+ Certified solution for ROAM®2 or XPoint™ Wireless control networks, providing out-of-the-box control compatibility with simple commissioning, when ordered with drivers and control options marked by a shaded background1

To learn more about A+, visit www.acuitybrands.com/aplus.

1. See ordering tree for details.
2. A+ Certified Solutions for ROAM require the order of one ROAM node per luminaire. Sold Separately: [Link to Roam](#); [Link to DTL DLL](#)

A+ Capable options indicated by this color background.

Ordering Information

EXAMPLE: DSX1 LED 60C 1000 40K T3M MVOLT SPA DDBXD

DSX1LED						
Series	LEDs	Drive current	Color temperature	Distribution	Voltage	Mounting
DSX1 LED	Forward optics 30C 30 LEDs (one engine) 40C 40 LEDs (two engines) 60C 60 LEDs (two engines) Rotated optics ¹ 60C 60 LEDs (two engines)	530 530 mA 700 700 mA 1000 1000 mA (1 A)	30K 3000 K 40K 4000 K 50K 5000 K AMBPC Amber phosphor converted ²	T1S Type I short T2S Type II short T2M Type II medium T3S Type III short T3M Type III medium T4M Type IV medium TFTM Forward throw medium TSVS Type V very short T5S Type V short T5M Type V medium T5W Type V wide BLC Backlight control ^{2,3} LCCO Left corner cutoff ^{2,3} RCCO Right corner cutoff ^{2,3}	MVOLT ⁴ 120 ⁴ 208 ⁴ 240 ⁴ 277 ⁴ 347 ⁵ 480 ⁵	Shipped included SPA Square pole mounting RPA Round pole mounting WBA Wall bracket SPUMBA Square pole universal mounting adaptor ⁶ RPUMBA Round pole universal mounting adaptor ⁶ Shipped separately KMA8 DDBXD U Mast arm mounting bracket adaptor (specify finish) ⁷

Control options	Other options	Finish (required)
Shipped installed	Shipped installed	DDBXD Dark bronze
PER NEMA twist-lock receptacle only (no controls) ⁸	HS House-side shield ²⁰	DBLXD Black
PER5 Five-wire receptacle only (no controls) ^{8,9}	WTB Utility terminal block ²¹	DNAXD Natural aluminum
PER7 Seven-wire receptacle only (no controls) ^{8,9}	SF Single fuse (120, 277, 347V) ²²	DWHXD White
DMG 0-10V dimming extend out back of housing for external control (no controls) ¹⁰	DF Double fuse (208, 240, 480V) ²²	DDBTXD Textured dark bronze
DCR Dimmable and controllable via ROAM® (no controls) ¹¹	L90 Left rotated optics ²³	DBLBXD Textured black
DS Dual switching ^{12,13}	R90 Right rotated optics ²³	DNATXD Textured natural aluminum
PIR Bi-level, motion/ambient sensor, 8-15' mounting height, ambient sensor enabled at 5fc ^{14,15,16}	BS Bird spikes	DWHGXD Textured white
PIRH Bi-level, motion/ambient sensor, 15-30' mounting height, ambient sensor enabled at 5fc ^{14,15,16}		
PIR1FC3V Bi-level, motion/ambient sensor, 8-15' mounting height, ambient sensor enabled at 1fc ^{14,15,16}		
PIRH1FC3V Bi-level, motion/ambient sensor, 15-30' mounting height, ambient sensor enabled at 1fc ^{14,15,16}		
BL30 Bi-level switched dimming, 30% ^{15,17}		
BL50 Bi-level switched dimming, 50% ^{15,17}		
PNMTDD3 Part night, dim till dawn ¹⁸		
PNMT5D3 Part night, dim 5 hrs ¹⁸		
PNMT6D3 Part night, dim 6 hrs ¹⁸		
PNMT7D3 Part night, dim 7 hrs ¹⁸		
FAO Field adjustable output ¹⁹		



Ordering Information

Accessories

Ordered and shipped separately.

Controls & Shields

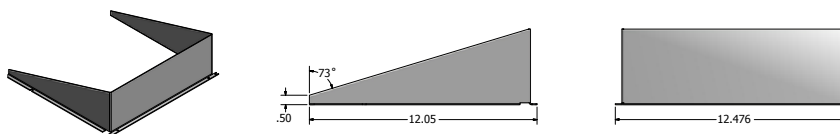
DLL127F 1.5 JU	Photocell - SSL twist-lock (120-277V) ²⁴
DLL347F 1.5 CULJU	Photocell - SSL twist-lock (347V) ²⁴
DLL480F 1.5 CULJU	Photocell - SSL twist-lock (480V) ²⁴
DSHORT SBK U	Shorting cap ²⁴
DSX1EGS DDBXD U	External glare shield
DSX1HS 30C U	House-side shield for 30 LED unit ²⁰
DSX1HS 40C U	House-side shield for 40 LED unit ²⁰
DSX1HS 60C U	House-side shield for 60 LED unit ²⁰
PUMBA DDBXD U*	Square and round pole universal mounting bracket (specify finish) ²⁵
KMA8 DDBXD U	Mast arm mounting bracket adaptor (specify finish) ⁷

For more control options, visit [DTL](#) and [ROAM](#) online.

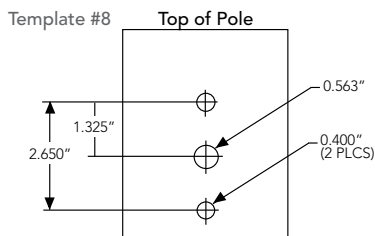
NOTES

- Rotated optics available with 60C only.
- Not available AMBPC, BLC, LCCO or RCCO.
- Not available with HS.
- MVOLT driver operates on any line voltage from 120-277V (50/60 Hz). Specify 120V, 208V, 240V or 277V options only when ordering with fusing (SF, DF options).
- Not available with single board, 530mA product (30C 530 or 60C 530 DS). Not available with BL30, BL50 or PNMT options.
- Existing drilled pole only. Available as a separate combination accessory; for retrofit use only: PUMBA (finish) U; 1.5 G vibration load rating per ANCI C136.31.
- Must order fixture with 5PA option. Must be ordered as a separate accessory; see Accessories information. For use with 2-3/8" mast arm (not included).
- Photocell ordered and shipped as a separate line item from Acuity Brands Controls. See accessories. Not available with DS option. Shorting Cap be order for correct operation when photocell is present.
- If ROAM[®] node required, it must be ordered and shipped as a separate line item from Acuity Brands Controls. Not available with DCR. Node with integral dimming.
- DMG option for 347V or 480V requires 1000mA.
- Specifies a ROAM[®] enabled luminaire with 0-10V dimming capability; PER option required. Additional hardware and services required for ROAM[®] deployment; must be purchased separately. Call 1-800-442-6745 or email: sales@roamservices.net. N/A with DS, PER5, PER7, BL30, BL50 or PNMT options. Node without integral dimming. Mvolt only. Not available with 347V and 480V. Not available with PIRH1FC3V.
- Requires 40C or 60C. Provides 50/50 luminaire operation via two independent drivers on two separate circuits. N/A with PER, DCR, WTB, PIR or PIRH.
- Requires an additional switched circuit.
- PIR and PIRH specify the [SensorSwitch SBGR-10-ODP](#) control; PIRH and PIRH1FC3V specify the [SensorSwitch SBGR-6-ODP](#) control; see [Outdoor Control Technical Guide](#) for details. Dimming driver standard.
- Ambient sensor disable when ordered with DCR. Separate on/off required. Not available with PMNT options. When PIR and PIRH options are selected with DCR, old style node must be used or PIR and PIRH will not function correctly.
- PIR and PIRH options are used with PER5 and PER7, additional leads receptacle are terminated and non-functioning.
- Dimming driver standard. MVOLT only. Not available with 347V, 480V, DCR, DS, PER5, PER7 or PNMT options. Not available with PIR1FC3V or PIRH1FC3V.
- Dimming driver standard. MVOLT only. Not available with 347V, 480V, DCR, DS, PER5, PER7, BL30 or BL50. Not available with PIR1FC3V or PIRH1FC3V. Separate on/off required.
- Dimming driver standard. Not available with PER5, PER7, DMG, DCR, DS, BL30, BL50 or PNMT, PIR, PIRH, PIR1FC3V or PIRH1FC3V.
- Not available with BLC, LCCO and RCCO distribution. Also available as a separate accessory; see Accessories information.
- WTB not available with DS.
- Single fuse (SF) requires 120V, 277V or 347V. Double fuse (DF) requires 208V, 240V or 480V.
- Available with 60 LEDs (60C option) only.
- Requires luminaire to be specified with PER option. Ordered and shipped as a separate line item from Acuity Brands Controls.
- For retrofit use only.

External Glare Shield



Drilling



DSX1 shares a unique drilling pattern with the AERIS™ family. Specify this drilling pattern when specifying poles, per the table below.

DM19AS	Single unit	DM29AS	2 at 90°**
DM28AS	2 at 180°	DM39AS	3 at 90°**
DM49AS	4 at 90°**	DM32AS	3 at 120°**

Example: SSA 20 4C DM19AS DDBXD

Visit Lithonia Lighting's [POLES CENTRAL](#) to see our wide selection of poles, accessories and educational tools.

*Round pole top must be 3.25" O.D. minimum.
**For round pole mounting (RPA) only.

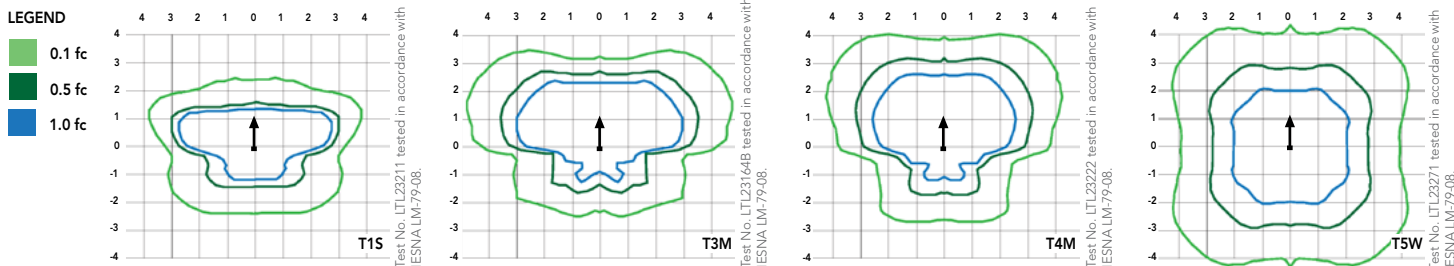
Tenon Mounting Slipfitter **

Tenon O.D.	Single Unit	2 at 180°	2 at 90°	3 at 120°	3 at 90°	4 at 90°
2-3/8"	AST20-190	AST20-280	AST20-290	AST20-320	AST20-390	AST20-490
2-7/8"	AST25-190	AST25-280	AST25-290	AST25-320	AST25-390	AST25-490
4"	AST35-190	AST35-280	AST35-290	AST35-320	AST35-390	AST35-490

Photometric Diagrams

To see complete photometric reports or download .ies files for this product, visit Lithonia Lighting's [D-Series Area Size 1 homepage](#).

Isofootcandle plots for the DSX1 LED 60C 1000 40K. Distances are in units of mounting height (20').



Performance Data

Lumen Ambient Temperature (LAT) Multipliers

Use these factors to determine relative lumen output for average ambient temperatures from 0-40°C (32-104°F).

Ambient		Lumen Multiplier
0°C	32°F	1.02
10°C	50°F	1.01
20°C	68°F	1.00
25°C	77°F	1.00
30°C	86°F	1.00
40°C	104°F	0.99

Projected LED Lumen Maintenance

Data references the extrapolated performance projections for the platforms noted in a **25°C ambient**, based on 10,000 hours of LED testing (tested per IESNA LM-80-08 and projected per IESNA TM-21-11).

To calculate LLF, use the lumen maintenance factor that corresponds to the desired number of operating hours below. For other lumen maintenance values, contact factory.

Operating Hours	0	25,000	50,000	100,000
Lumen Maintenance Factor	DSX1 LED 60C 1000			
	1.0	0.98	0.96	0.91
	DSX1 LED 60C 700			
	1.0	0.99	0.99	0.99

Electrical Load

Number of LEDs	Drive Current (mA)	System Watts	Current (A)					
			120	208	240	277	347	480
30	530	52	0.52	0.30	0.26	0.23	--	--
	700	68	0.68	0.39	0.34	0.30	0.24	0.17
	1000	105	1.03	0.59	0.51	0.45	0.36	0.26
40	530	68	0.67	0.39	0.34	0.29	0.23	0.17
	700	89	0.89	0.51	0.44	0.38	0.31	0.22
	1000	138	1.35	0.78	0.67	0.58	0.47	0.34
60	530	99	0.97	0.56	0.48	0.42	0.34	0.24
	700	131	1.29	0.74	0.65	0.56	0.45	0.32
	1000	209	1.98	1.14	0.99	0.86	0.69	0.50



Model #: T9F652778

Wave Bike Rack

Flange Mounted

Use this flange mounted style for existing cement. Rugged 12 gauge

[See more details](#)

Easy online or call-in returns. [Read return policy](#)

Product Information

Wave Bike Rack

Flange Mounted

Use this flange mounted style for existing cement. Rugged 12 gauge steel keeps bicycles secure and ensures years of use. Designed without sharp edges for safety. Black polyester powder coat finish withstands the elements. 36"H. 1-5/8" pipe diameter. Features 6" x 6" base plate with .50" diameter mounting holes.

This **Global Industrial Exclusive Brands™** product was made with you in mind. There were teams of associates behind how we designed, manufactured, and tested, this item. We always ask, "Can it be made better?" That led us to produce smarter, more reliable products, with greater attention to detail and no corners cut. Why choose Global Industrial? Because this product was Made for you. MADE TO EXCEED.™

Specifications


Weights & Dimensions

Tube Diameter	1-5/8 in	Height	36 in
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Weight	20.2 lbs	Length	41 in
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Product Details

Assembly Required	Unassembled	Capacity	5 Bikes
Type	Wave Bike Rack	Material	Steel
Color	Black	Manufacturers Part Number	652778
Mounting Location	Flange	Brand	Global Industrial

 Charter Township of Garfield Planning Department Report No. 2023-40			
Prepared:	April 5, 2023	Pages:	4
Meeting:	April 12, 2023 Planning Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	Ligon Bed & Breakfast Special Use Permit Amendment – Public Hearing		
File No.	SUP-2020-03-A	Parcel No.	05-006-013-25
Applicant/Owner:	Matthew and Rebecca Ligon d/b/a Blended Roots Farm		
Agent:	Matthew and Rebecca Ligon d/b/a Blended Roots Farm		

BRIEF OVERVIEW:

- 5885 Hainey Lane – near northeast corner of Cedar Run Road and Gray Road
- Approximately 2.77 acres in area
- Existing single-family residence
- A-Agricultural zoning district

PURPOSE OF APPLICATION:

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. Bed & Breakfast Establishments are permitted via SUP in the A-Agricultural zoning district. The request is to add an additional four (4) guests for a total of eight (8) guests. Aerial images of the site are shown below.

Aerial image of the subject property (property lines highlighted in blue):



Oblique aerial image of the subject property (property lines highlighted in blue):



SITE DESIGN AND ZONING COMPLIANCE OVERVIEW:

In approving any special use permit pursuant to Section 423, the Planning Commission may impose such reasonable standards, conditions, or requirements, in addition to or that supersede any standard specified in this ordinance, as it may deem necessary to protect the public interest and welfare. Such additional standards may include, but need not be limited to:

- a) Financing
- b) Availability of adequate public facilities or services
- c) Dedication of land
- d) Reservation of land
- e) Creation of special assessment districts
- f) Creation of restrictive covenants or easements
- g) Special setbacks
- h) Yard requirements
- i) Increased screening or landscaping requirements
- j) Area requirements
- k) Development phasing; or
- l) Standards pertaining to traffic, circulation, noise, lighting, hours of operation, protection of environmentally sensitive areas, and similar characteristics.

ZONING ORDINANCE STANDARDS FOR BED AND BREAKFAST ESTABLISHMENTS:

A Bed and Breakfast establishment is a private residence that offers sleeping accommodations to transient tenants, is the innkeeper’s residence in which the innkeeper resides while renting the rooms to transient tenants, and serves breakfast at no extra cost to its transient tenants.

Following discussion at the Planning Commission meeting on March 8, Staff reviewed the use of the term “occupant” in Section 713. First, owner is identified as “owner occupant” and not simply as “occupant” in paragraph (4). Second, in paragraph (7), rental sleeping rooms identify the number of permitted “occupants” which would preclude the owner. Based on this review, the intent of the term “occupant” means transient tenant and not the owner. In the future, Staff recommends that the term “occupant” be replaced throughout Section 713 with the term “transient tenant” which is used in the definition of Bed and Breakfast in Section 201.

Pursuant to Section 713 of the Zoning Ordinance, the following regulations and conditions apply to bed and breakfast establishments:

(1) The minimum lot size shall be as pursuant to the District minimum for Single Family Dwellings.

The minimum lot size for the A-Agricultural district is 43,560 square feet or 1 acre. The subject parcel is approximately 2.77 acres and therefore exceeds the minimum lot size requirement.

(2) Bed & Breakfast establishments shall not be allowed on lots or parcels, including legal nonconforming lots or parcels, which do not meet the established lot size, requirements for the district in which they are allowed.

In addition to the minimum lot size, lots in the A-Agricultural district require a minimum width of 110 feet. The application information shows that this standard is met.

(3) No bed and breakfast establishment shall be located closer than one thousand feet (1,000) from another bed and breakfast establishment.

The nearest bed and breakfast establishment is located near the corner of Barney Road and Harris Road and is more than 3,000 feet away.

(4) One (1) parking space per rental sleeping room plus one (1) per owner occupant shall be provided.

The site plan included with the application includes a guest parking space among the eight total available outdoor parking spaces. There are two parking spaces in the garage for the owners.

(5) One (1) non-illuminated wall sign identifying the establishment not to exceed three (3) square feet in area shall be allowed.

Previously, the applicant provided a photo of a sign on the garage, which the applicant indicated is 21 inches by 10 inches, which is slightly less than 1.5 square feet and meets this requirement.

(6) The establishment is located within a residence which is the principal dwelling unit on the property and shall be owner-occupied at all times.

The single-family residence to be used for the bed and breakfast is owner occupied. Proof of owner occupancy was demonstrated through a Principal Residence Exemption (PRE) form obtained by the Township Assessor and an upper level floor plan submitted by the applicant that shows the location of the additional bedrooms.

(7) The rental sleeping rooms shall have a minimum size of one hundred (100) square feet for each two (2) occupants with an additional thirty (30) square feet for each occupant to a maximum of four (4) occupants per room.

The existing guest bedroom is 400 square feet of space and includes its own bathroom and closet space. The proposed guest bedroom is 528 square feet and includes its own bathroom and closet space. This requirement has been met.

(8) No more than eight (8) occupants shall be accommodated in any single residence at any one time in the A Agriculture District and R-3 Multiple Family Districts and five (5) occupants in all other permitted Districts.

With the existing bedroom and the proposed bedroom, a maximum of four (4) occupants per room is acceptable with no more than eight (8) total occupants at any one time for the bed and breakfast.

(9) Use or rental of snowmobiles, all-terrain vehicles or similar vehicles, boats and other marine equipment, in conjunction with the operation of the establishment shall be prohibited.

The applicant states that they will not use nor rent any of these vehicles or equipment as part of the bed and breakfast operation.

(10) Special land use approval shall not be granted if the essential character of the lot or structure in terms of traffic generation or appearance will be changed substantially.

The house is situated on the owner's farm and among nearby farmland and single-family homes on large lots. This character lends itself for a bed and breakfast establishment and is not expected to change.

(11) A site plan shall include a floor plan layout of the proposed structure drawn to a scale of not less than 1" = 16' that shows the specific layout of the proposed facility in accord with the provisions of this Zoning Ordinance.

A site plan is provided with the application attached to this report, including floor plans that meet this requirement.

ACTION REQUESTED:

Following the public hearing and Planning Commission discussion, if the Planning Commission is prepared to direct Staff to prepare Findings of Fact, then the following motion is offered for consideration:

MOTION 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.

Any additional information the Planning Commission deems necessary should be added to this motion.

Attachments:

1. Special Use Permit Amendment Application Letter from Matthew and Rebecca Ligon, including floor plans and photos



Charter Township of Garfield

Grand Traverse County

3848 VETERANS DRIVE
TRAVERSE CITY, MICHIGAN 49684
PH: (231) 941-1620 • FAX: (231) 941-1588

SPECIAL USE PERMIT (SUP) APPLICATION

ASSISTANCE

This application must be completed in full. An incomplete or improperly prepared application will not be accepted and will result in processing delays. Before submitting an application, it is recommended that you contact the Planning and/or Zoning Department to arrange an appointment to discuss your proposed application. Time is often saved by these preliminary discussions. For additional information or assistance in completing this development application, please contact the Planning Department at (231) 941-1620.

ACTION REQUESTED

- New Special Use Permit
- Major Amendment
- Minor Amendment
- Administrative Amendment

PROJECT / DEVELOPMENT NAME

Blended Roots Farm

APPLICANT INFORMATION

Name: Matthew & Rebecca Ligon
Address: 5885 Hainey Ln. Traverse City MI 49684
Phone Number: 231-218-1628 (Matt) 231-360-3703 (Rebecca)
Email: blendedrootsfarm@gmail.com

AGENT INFORMATION

Name: Same as applicant
Address:
Phone Number:
Email:

OWNER INFORMATION

Name: Same as applicant
Address:
Phone Number:
Email:

CONTACT PERSON

Please select one person to be contact person for all correspondence and questions:

Applicant:
Agent:
Owner:

Matthew Ligon

PROPERTY INFORMATION

Property Address:

5885 Hainey Ln. Traversa City MI 49684

Property Identification Number:

28-05-086-013-30

Legal Description:

Zoning District:

Ag.

Master Plan Future Land Use Designation:

Ag.

Area of Property (acres or square feet):

2.76 acres

Existing Use(s):

Farm & B4B

Proposed Use(s):

Farm & B4B

PROJECT TIMELINE

Estimated Start Date:

ASAP

Estimated Completion Date:

N/A

REQUIRED SUBMITTAL ITEMS

A complete application for a Special Use Permit consists of the following:

Application Form:

- One original signed application
- One digital copy of the application (PDF only)

Application Fee:

Fees are established by resolution of the Garfield Township Board and are set out in the current Fee Schedule as listed on the Planning Department page of the Township website (<http://www.garfield-twp.com>). Please make check out to Charter Township of Garfield.

- Fee

Escrow Fee:

Additional fees may be required if a review by independent professional help is deemed necessary by the Township. If required, such additional fees must be placed in escrow by the applicant in accordance with the escrow policies of the Township and prior to any further processing of this application. Any unused escrow funds shall be returned to the applicant. Please complete an Escrow and Review (ER) Application form.

Site Development Plan:

- Ten complete stapled 11"x17" paper sets (Administrative Amendments require one copy)
- Two complete bound 24"x36" paper sets
- One digital set (PDF only)

Written Information:

- Ten paper copies of the Approval Criteria (Administrative Amendments require one copy)
- One digital copy of the Approval Criteria (PDF only)
- Ten paper copies of the Impact Assessment (Administrative Amendments require one copy)
- One digital copy of the Impact Assessment (PDF only)

Digital items to be delivered via email or USB flash drive

SUBMITTAL DEADLINE

Submittal deadlines are listed on the Planning Department page of the Township website (<http://www.garfield-twp.com>). Please note that the listed dates are the deadlines after which submittals will not be considered for the indicated meeting. Any errors or missing information on an application submitted at the deadline will result in a delay in the processing of the application. An earlier submittal is encouraged to avoid possible delays.

WAIVERS

Submittal Waiver:

At the discretion of the Director of Planning, a Site Development Plan may be waived in any of the following cases when it is determined that the submission would serve no useful purpose:

1. The erection or enlargement of an accessory structure;
2. The enlargement of a principal building by less than 20 percent of its existing gross floor area, provided such enlargement will not result in a requirement for additional off-street parking;
3. A change in principal use where such change would not result in an increase in impervious surface area, additional off-street parking, site access, other external site characteristics or a violation of this ordinance.

Data Waiver:

The Director of Planning may waive a particular element of information or data otherwise required for a Site Development Plan upon a finding that the information or data is not necessary to determine compliance with this ordinance or that such information or data would not bear on the decision of the approval authority.

SITE PLAN

Check that your site plan includes all required elements for a Site Development Plan (SDP). Please use the Required Site Plan Elements Checklist below.

APPROVAL CRITERIA

Indicate, on a separate sheet of paper, how the proposed special use will comply with, meet, or facilitate each of the following Approval Criteria from § 423.E of the Zoning Ordinance. The Planning Commission must determine that each of these criteria are satisfied in order to grant approval of a Special Use Permit. A special use is permitted only if the applicant demonstrates that: special use is permitted only if the applicant demonstrates that:

- The proposed use will be consistent with the purpose and intent of the master plan and this ordinance, including all regulations of the applicable zoning district;

- The proposed use will be designed, constructed, operated and maintained so as to be compatible, harmonious and appropriate with the existing or planned character and uses of the neighborhood, adjacent properties and the natural environment;
- The proposed use will not be detrimental, hazardous or disturbing to existing or future adjacent uses or to the public welfare by reason of excessive traffic, noise, dust, gas, smoke, vibration, odor, glare, visual clutter, electrical or electromagnetic interference;
- Potential adverse effects arising from the proposed use on the neighborhood and adjacent properties will be minimized through the provision of adequate parking, the placement of buildings, structures and entrances, as well as the provision and location of screening, fencing, landscaping, buffers or setbacks;
- The proposed use will retain as many natural features of the property as practicable, particularly where the natural features assist in preserving the general character of the neighborhood;
- Adequate public and private infrastructure and services such as streets, water and sewage facilities, drainage structures, police and fire protection, and schools, already exist or will be provided without excessive additional requirements at public cost;
- The establishment, maintenance, or operation of the proposed use shall not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare;
- The public interest and welfare supporting the proposed use shall be sufficient to outweigh individual interests that are adversely affected by the establishment of the proposed use;
- Adequate measures shall be taken to provide ingress and egress so designed as to minimize traffic hazards and to minimize traffic congestion on the public roads;
- Adequate measures shall be taken to provide vehicular and pedestrian traffic within the site, and in relation to streets and sidewalks servicing the site in a safe and convenient manner; and
- The proposed use shall not impede the orderly development and improvement of surrounding property for uses permitted within the zoning district.

IMPACT ASSESSMENT

A written impact statement to include the following information:

- A written illustrative description of the environmental characteristics of the site prior to development, i.e., topography, soils, vegetative cover, drainage, streams, creeks or ponds.
- Types of uses and other man-made facilities.
- The number of people to be housed, employed, visitors or patrons and vehicular and pedestrian traffic.
- Phasing of the project including ultimate development proposals.
- Natural features which will be retained, removed and/or modified including vegetation, drainage, hillsides, streams wetlands, woodlands, wildlife and water. The description of the areas to be changed shall include their effect on the site and adjacent properties. An aerial photo may be used to delineate the areas of change.
- The method to be used to serve the development with water and sanitary sewer facilities.
- The method to be used to control drainage on the site and from the site. This shall include runoff control during periods of construction.
- If the public sewers are not available to the site, the Applicant shall submit a current approval from the Health Department or other responsible public agency indicating approval of plans for sewage treatment.

- The method to be used to control any increase in effluent discharge to the air or any increase in noise level emanating from the site. Consideration of any nuisance that would be created within the site or external to the site whether by reason of dust, noise, fumes vibration, smoke or lights.
- An indication of how the proposed use conforms with existing and potential development patterns and any adverse effects.
- The proposed density in units per acre for residential developments.
- Name(s) and address(es) of person(s) responsible for preparation of statement.
- Description of measures to control soil erosion and sedimentation during grading and construction operations and until a permanent ground cover is established. Recommendations for such measures may be obtained from the County Soil Erosion and Sedimentation office.
- Type, direction, and intensity of outside lighting.
- General description of deed restrictions, if any.

ADDITIONAL INFORMATION

If applicable, provide the following further information:

	<u>Yes</u>	<u>No</u>	<u>Not Applicable</u>
A. <u>Sanitary Sewer Service</u>			
1. Does project require extension of public sewer line?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Will a community wastewater system be installed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If yes, provide construction plans and specifications			
3. Will on-site disposal be used?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, is it depicted on plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. <u>Water Service</u>			
1. Does project require extension of public water main?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Will a community water supply be installed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If yes, provide construction plans and specifications			
C. <u>Public utility easements required?</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, show on plan.			
D. <u>Stormwater Review/Soil Erosion</u>			
1. Soil Erosion Plans approved by Soil Erosion Office?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If so, attach approval letter.			
If no, are alternate measures shown?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Stormwater Plans approved by Township Engineer?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If so, attach approval letter.			
If no, are alternate measures shown?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Note: Alternate measures must be designed and sealed by a registered Engineer.

E. Roads and Circulation

- | | | | |
|---|--------------------------|--------------------------|-------------------------------------|
| 1. Are interior public streets proposed? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| If yes, has Road Commission approved (attach letter)? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Will public streets connect to adjoining properties or future streets? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 3. Are private roads or interior drives proposed? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 4. Will private drives connect to adjoining properties service roads? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 5. Has the Road Commission or MDOT approved curb cuts? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| If yes, attach approved permit. | | | |

OTHER INFORMATION

If there is any other information that you think may be useful in the review of this application, please attach it to this application or explain it on a separate page.

REVIEW PROCESS

- Upon submittal of this application, Staff will review the materials submitted and will, within ten (10) working days, forward a determination of completeness to the applicant. If the submission is incomplete or noncompliant with the Zoning Ordinance, it will be returned to the applicant for revision. Once the submission is revised, Staff will again review it for completeness and again forward a determination to the applicant within ten (10) working days. This procedure shall be repeated until a complete submission is received.
- Once the application is deemed to be complete and submitted according to the application deadlines, it will be forwarded to the Planning Commission for review. The Planning Commission will determine if the application is complete and schedule a public hearing.
- Upon holding a public hearing, the Planning Commission may approve, approve with conditions, or deny the proposed special use.
- If approved or approved with conditions, the decision of the Planning Commission shall be incorporated into a written report and decision order.

PERMISSION TO ENTER SUBJECT PROPERTY

Permission is hereby granted to Garfield Township staff and Planning Commissioners to enter the premises subject to this application for the purposes of making inspections associated with this application, during normal and reasonable working hours.

Owner Signature:

Rebecca Ligon *[Signature]*

Applicant Signature:

same

Agent Signature:

same

Date:

OWNER'S AUTHORIZATION

If the applicant is not the registered owner of the lands that is the subject of this application, the owner(s) must complete the authorization set out below.

I/We _____ authorize to make this application on my/our behalf and to provide any of my/our personal information necessary for the processing of this application. Moreover, this shall be your good and sufficient authorization for so doing.

Owner Signature:

Date:

AFFIDAVIT

The undersigned affirms that he/she or they is (are) the owner, or authorized agent of the owner, involved in the application and all of the information submitted in this application, including any supplemental information, is in all respects true and correct. The undersigned further acknowledges that willful misrepresentation of information will terminate this permit application and any permit associated with this document.

Owner Signature:

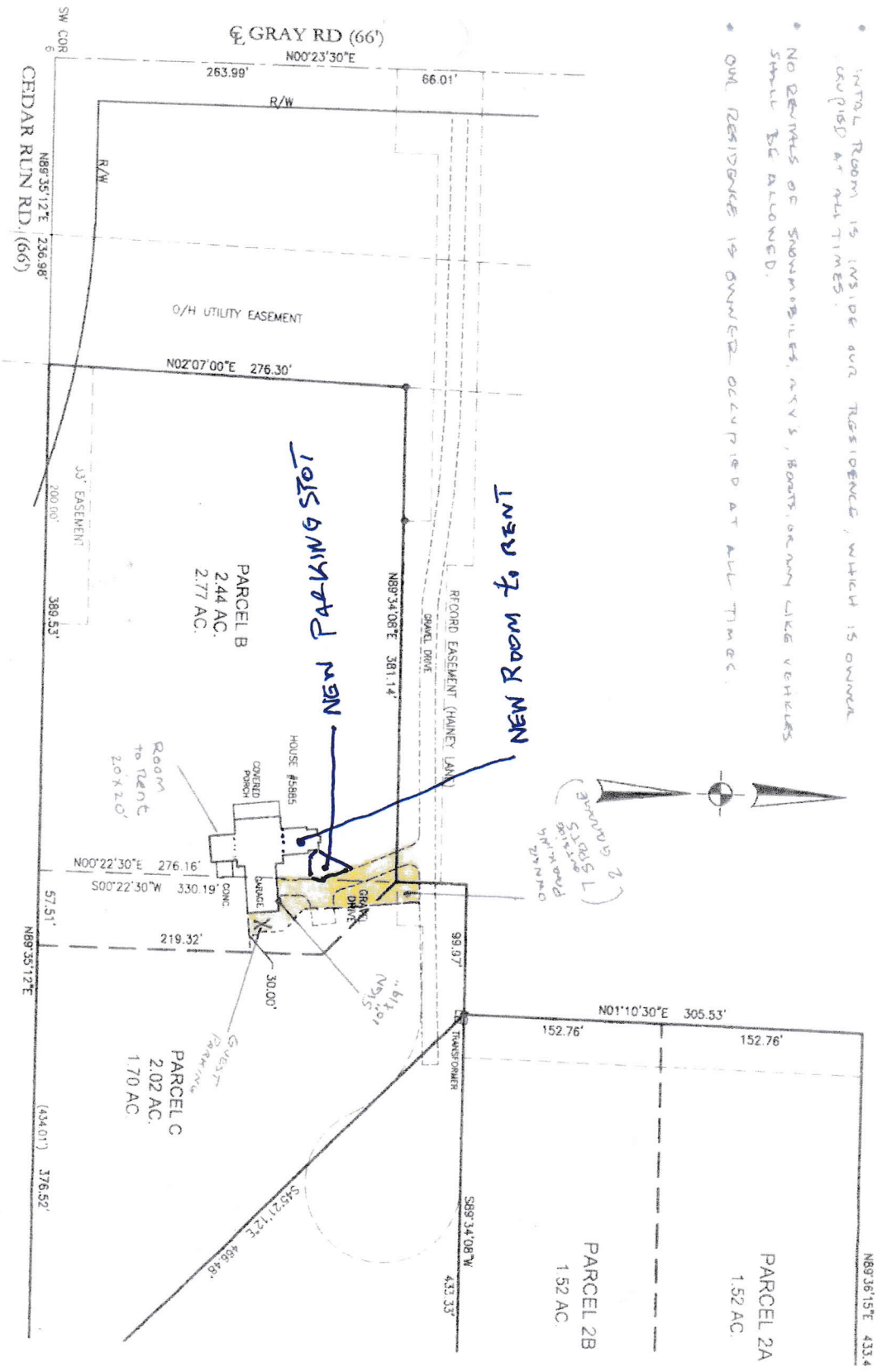
Date:

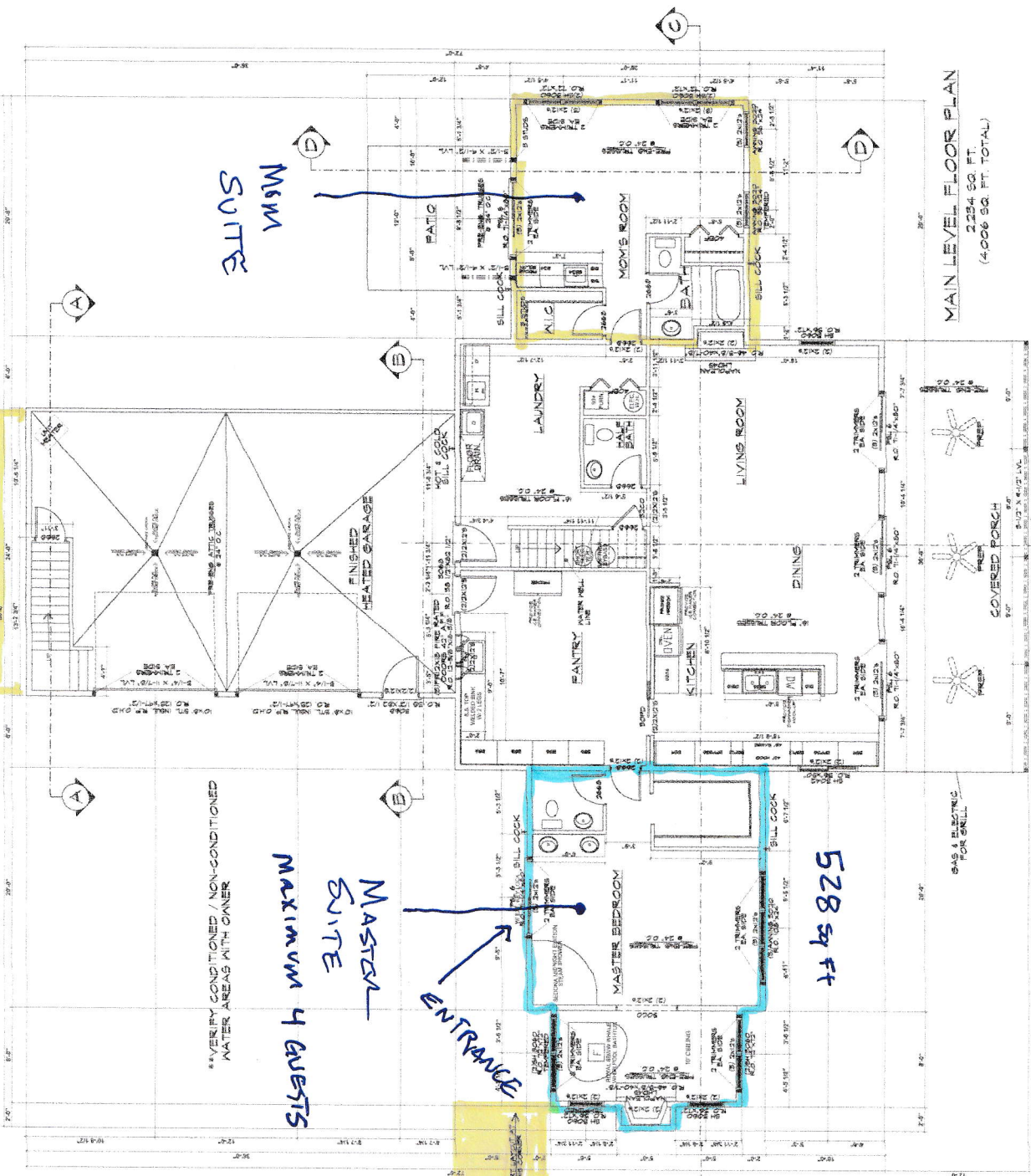
Applicant Signature:

Date:

Required Site Plan Elements Checklist (See § 956 of the Zoning Ordinance) Site Diagram (SD) / Administrative Site Plan (ASP) / Site Development Plan (SDP)	SD	ASP/ SDP
A. Basic Information		
1. Applicant's name, address, telephone number and signature	<input type="checkbox"/>	<input type="checkbox"/>
2. Property owner's name, address, telephone number and signature	<input type="checkbox"/>	<input type="checkbox"/>
3. Proof of property ownership	<input type="checkbox"/>	<input type="checkbox"/>
4. Whether there are any options or liens on the property	<input type="checkbox"/>	<input type="checkbox"/>
5. A signed and notarized statement from the owner of the property that the applicant has the right to act as the owner's agent	<input type="checkbox"/>	<input type="checkbox"/>
6. The address and/or parcel number of the property, complete legal description and dimensions of the property, setback lines, gross and net acreages and frontage	<input type="checkbox"/>	<input type="checkbox"/>
7. A vicinity map showing the area and road network surrounding the property		<input type="checkbox"/>
8. Name, address and phone number of the preparer of the site plan	<input type="checkbox"/>	<input type="checkbox"/>
9. Project title or name of the proposed development	<input type="checkbox"/>	<input type="checkbox"/>
10. Statement of proposed use of land, project completion schedule, any proposed development phasing	<input type="checkbox"/>	<input type="checkbox"/>
11. Land uses and zoning classification on the subject parcel and adjoining parcels	<input type="checkbox"/>	<input type="checkbox"/>
12. Seal of the registered engineer, architect, landscape architect, surveyor, or planner who prepared the plan, as well as their name, address and telephone number		<input type="checkbox"/>
B. Site Plan Information		
1. North arrow, scale, and date of original submittal and last revision	<input type="checkbox"/>	<input type="checkbox"/>
2. Boundary dimensions of natural features		<input type="checkbox"/>
3. Natural features such as woodlots, water bodies, wetlands, high risk erosion areas, slopes over twenty-five percent (25%), beach, drainage, and similar features		<input type="checkbox"/>
4. Proposed alterations to topography and other natural features		<input type="checkbox"/>
5. Existing topographic elevations at two-foot intervals except shown at five-foot intervals where slopes exceed 18%		<input type="checkbox"/>
6. Soil erosion and sediment control measures as required by the Grand Traverse County Soil Erosion Department.	<input type="checkbox"/>	<input type="checkbox"/>
7. The location, height and square footage of existing and proposed main and accessory buildings, and other existing structures		<input type="checkbox"/>
8. Location and specifications for any existing or proposed (above or below ground) storage facilities for any chemicals, salts, flammable materials, or hazardous materials. Include any containment structures or clear zones required by county, state or federal government authorities		<input type="checkbox"/>
9. Proposed finish floor and grade line elevations of any structures <i>*Required only for habitable construction within the floodplain on site diagrams and administrative site plans.</i>	<input type="checkbox"/> *	<input type="checkbox"/>
10. Existing and proposed driveways, including parking areas	<input type="checkbox"/>	<input type="checkbox"/>
11. Neighboring driveways and other vehicular circulation features adjacent to the site		<input type="checkbox"/>
12. A dimensional plan indicating the location, size and number of parking spaces of the on-site parking areas, and shared parking areas	<input type="checkbox"/>	<input type="checkbox"/>
13. Identification and dimensions of service lanes and service parking, snow storage areas, loading and unloading and docks		<input type="checkbox"/>
14. Proposed roads, access easements, sidewalks, bicycle paths, and other vehicular and pedestrian circulation features within and adjacent to the site		<input type="checkbox"/>
15. Location of and dimensions of curb cuts, acceleration, deceleration and passing lanes		<input type="checkbox"/>
16. Location of neighboring structures that are close to the parcel line or pertinent to the proposal		<input type="checkbox"/>
17. Location of water supply lines and/or wells	<input type="checkbox"/>	<input type="checkbox"/>
18. Location of sanitary sewer lines and/or sanitary sewer disposal systems	<input type="checkbox"/>	<input type="checkbox"/>
19. Location, specifications, and access to a water supply in the event of a fire emergency		<input type="checkbox"/>
20. Sealed (2) stormwater plans including the location and design of storm sewers, retention or detention ponds, swales, wastewater lines, clean out locations, connection points and treatment systems		<input type="checkbox"/>
21. A utility plan including the location of all other utilities on the site including but not limited to natural gas, electric, cable TV, telephone and steam		<input type="checkbox"/>
22. A sign plan indicating the location, size and specifications of all signs and advertising features, including cross sections		<input type="checkbox"/>
23. A lighting plan including exterior lighting locations with area of illumination illustrated by point values on a photometric plan, Kelvin rating, as well as the type of fixtures and shielding to be used		<input type="checkbox"/>
24. Proposed location of any open spaces, landscaping and buffering features such as buffer areas, vegetation belts, fences, walls, trash receptacle screening, and other screening features with cross sections shown		<input type="checkbox"/>
25. A Landscape plan and table identifying the species, size of landscape materials, and number proposed, compared to what is required by the Ordinance. All vegetation to be retained on site must also be indicated, as well as, its typical size by general location or range of sizes as appropriate		<input type="checkbox"/>
26. Statements regarding the project impacts on existing infrastructure (including traffic capacity, schools, and existing utilities, and on the natural environment on and adjacent to the site)		<input type="checkbox"/>
27. Changes or modifications required for any applicable regulatory agencies' approvals		<input type="checkbox"/>

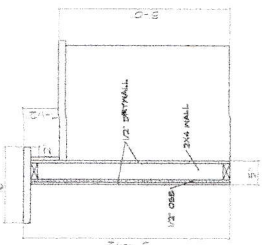
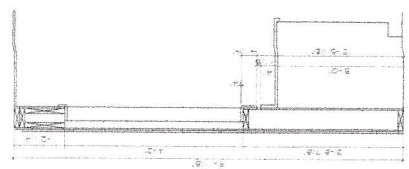
- INTOL ROOM IS INSIDE OUR RESIDENCE, WHICH IS OWNED OCCUPIED AT ALL TIMES.
- NO REMOVALS OF SHOWMOBILES, ATVS, BOATS, OR ANY LIKE VEHICLES SHALL BE ALLOWED.
- OUR RESIDENCE IS OWNED OCCUPIED AT ALL TIMES.



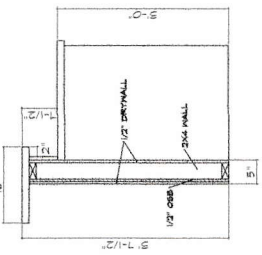
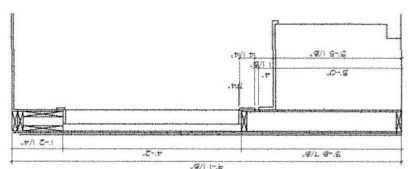
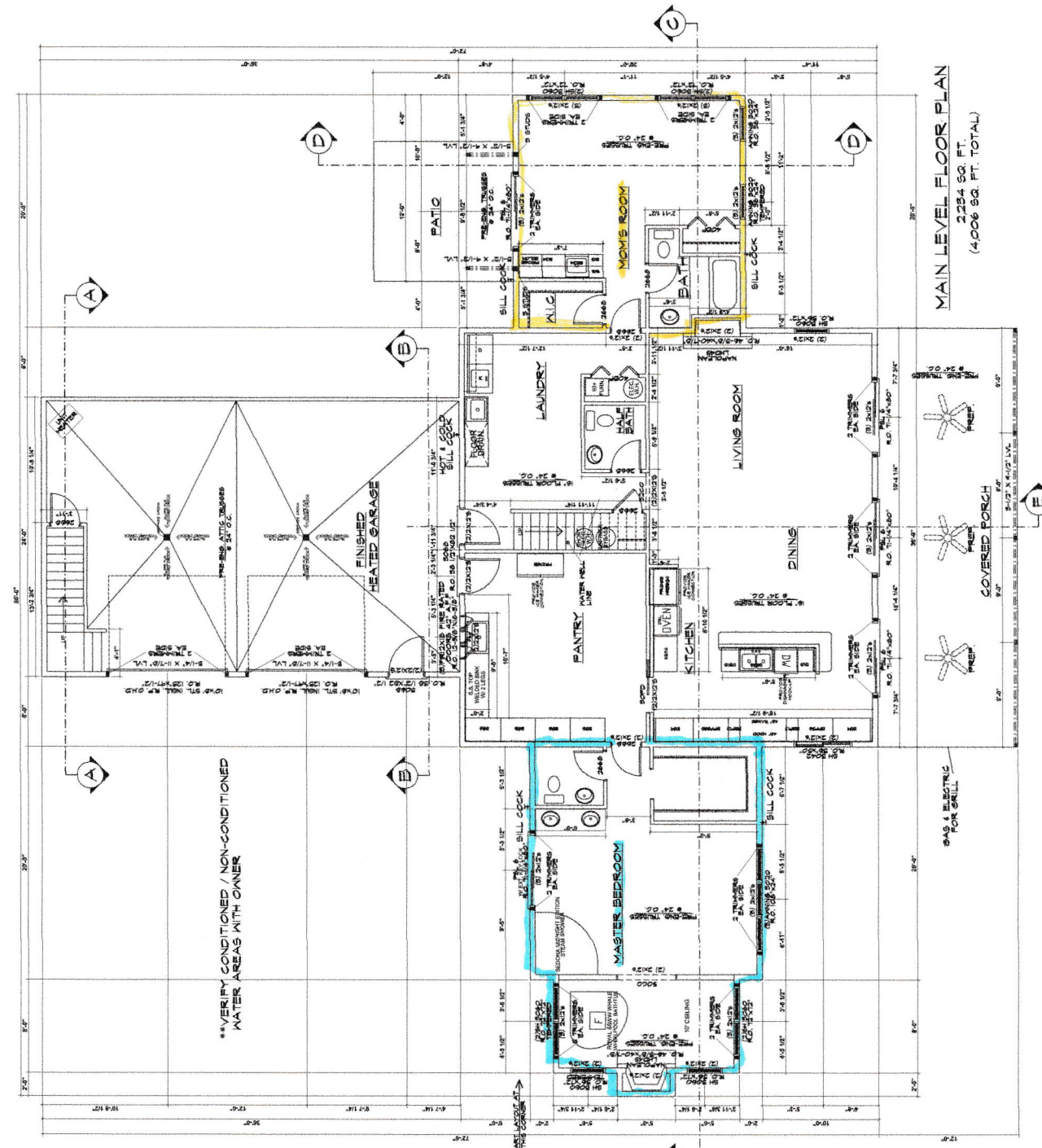


MAIN LEVEL FLOOR PLAN
 2324 SQ. FT.
 (4,006 SQ. FT. TOTAL)

MOM GUEST PARKING



NEW PARKING SPOT FOR MASTER SUITE

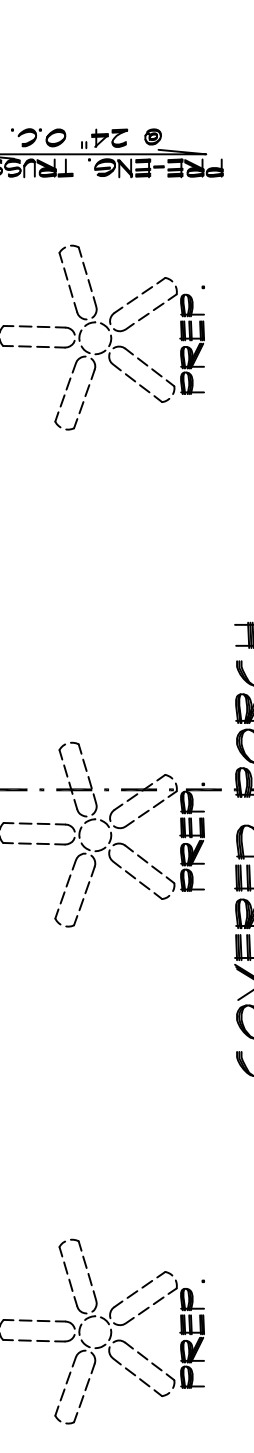
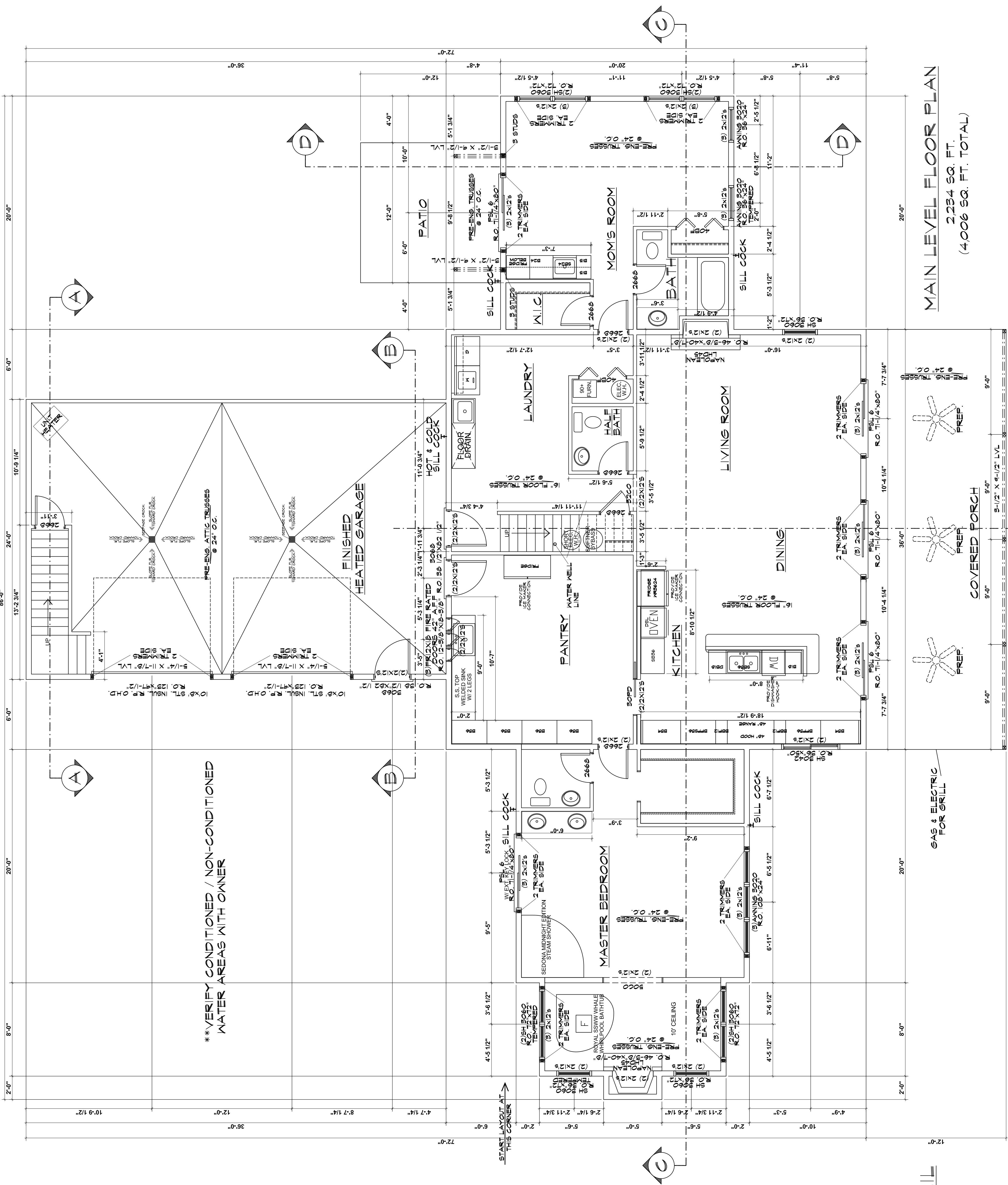


MAIN LEVEL FLOOR PLAN
 2,254 SQ. FT.
 (4,006 SQ. FT. TOTAL)

KITCHEN COUNTER DETAIL
 SCALE: 1" = 1'-0"

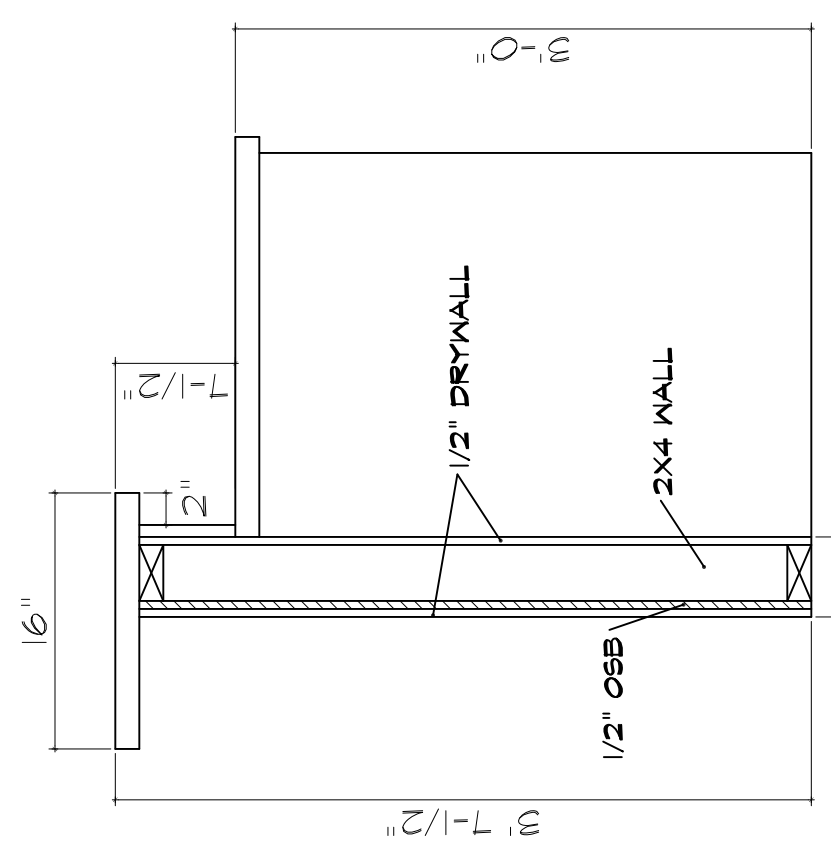
THESE DRAWINGS ARE THE PROPERTY OF EASTWOOD CUSTOM HOMES INC. USE OF THESE DRAWINGS FOR ANY OTHER PROJECT IS PROHIBITED AND PENALIZED BY LAW.

MAIN LEVEL FLOOR PLAN
2234 SQ. FT.
(4,006 SQ. FT. TOTAL)

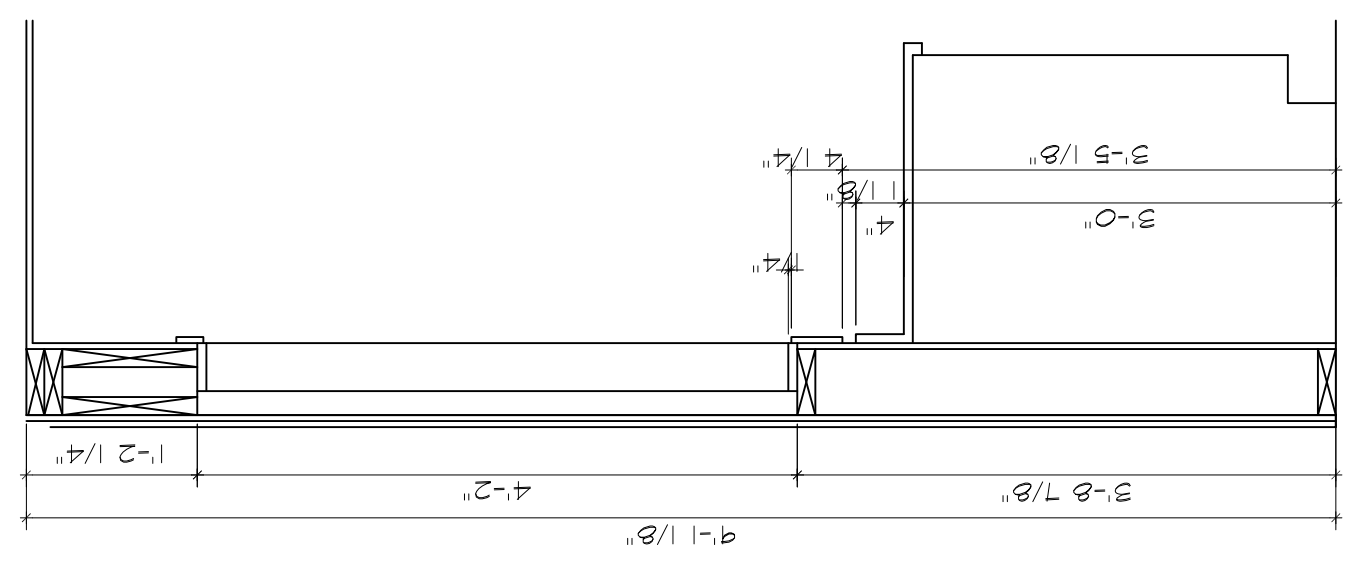


GAS & ELECTRIC FOR GRILL

KITCHEN COUNTER DETAIL
SCALE: 1" = 1'-0"



KITCHEN WINDOW SECTION

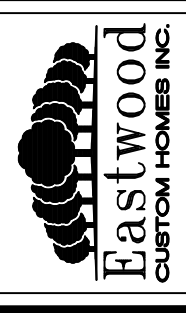


**VERIFY CONDITIONED / NON-CONDITIONED WATER AREAS WITH OWNER

START LAYOUT AT THIS CORNER

MATTHEW & REBECCA LIGON
 Project:

sheet:
3 OF 8


EASTWOOD
 CUSTOM HOMES INC.

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 848 US 31 South
 Traverse City, Michigan
 (231) 941-5046
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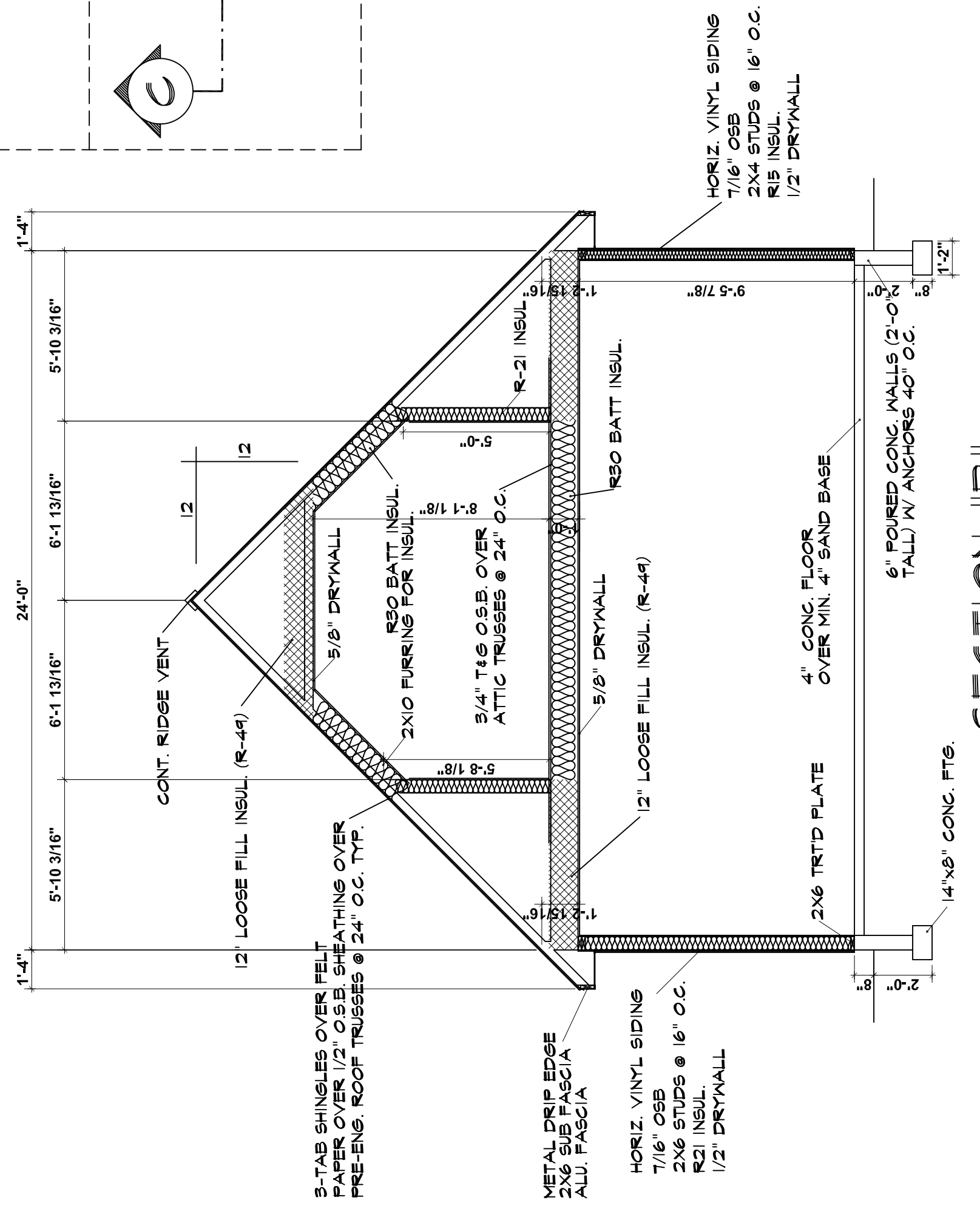
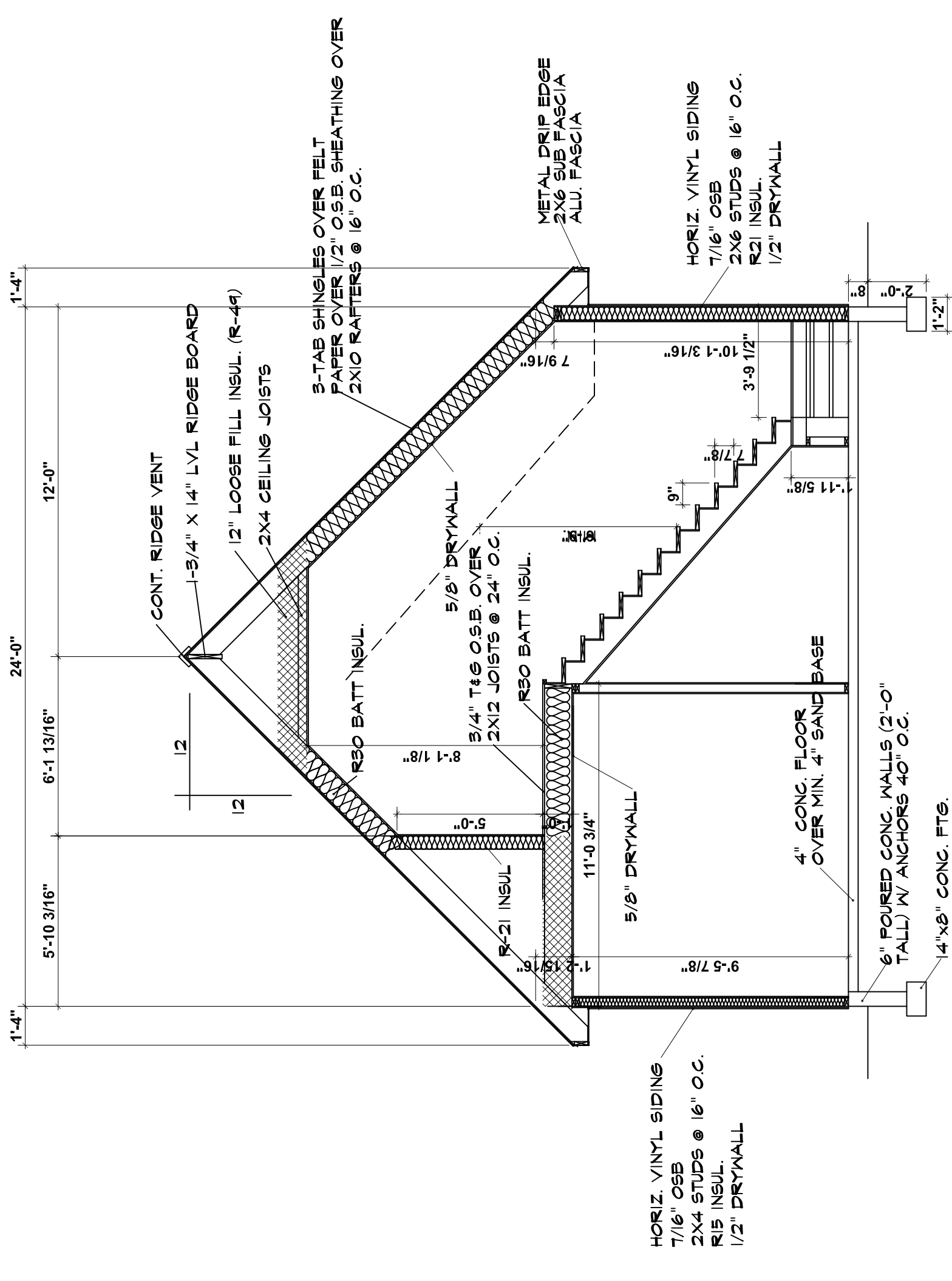
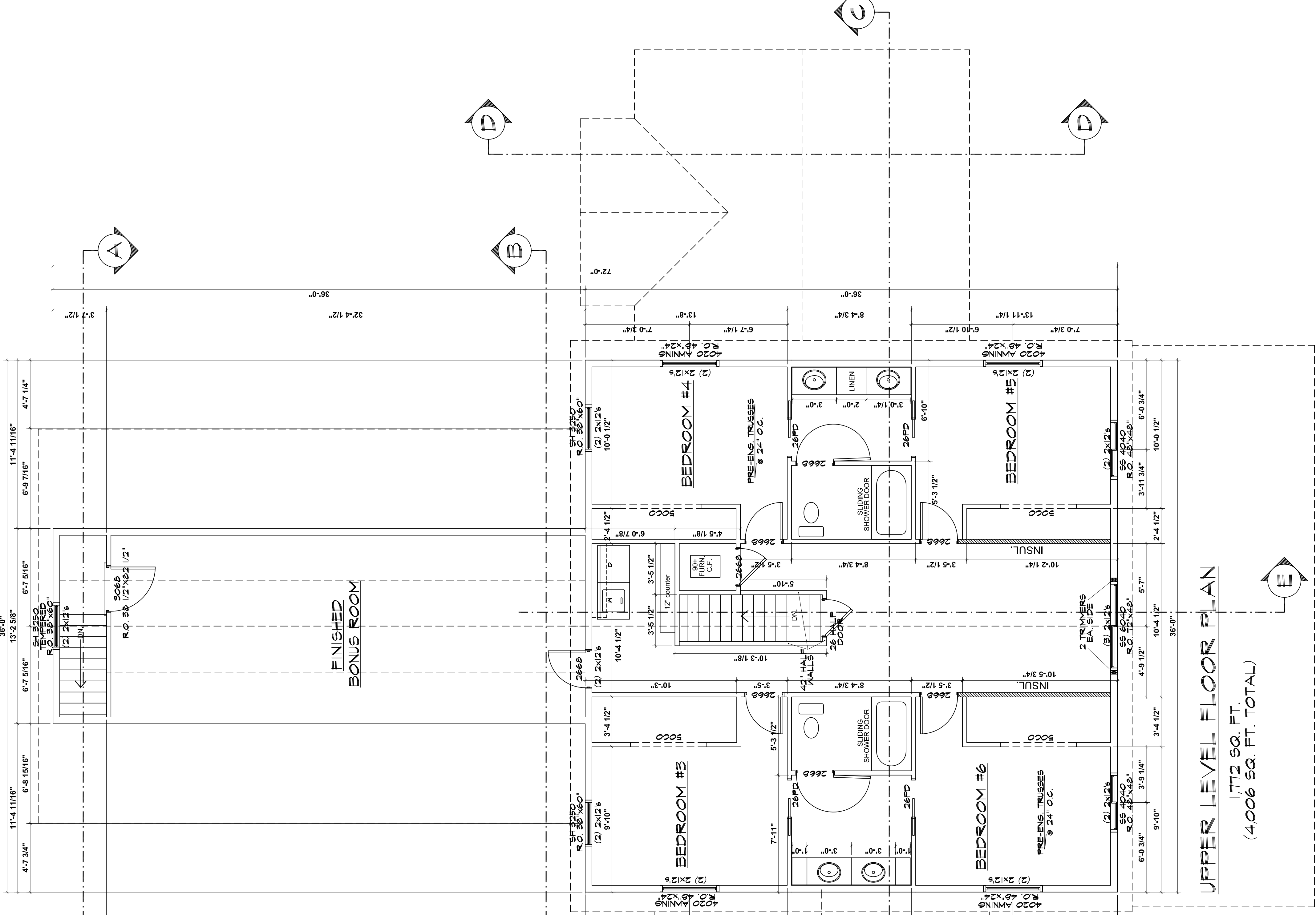
drawn by:
 S.M.A.

scale:
 1/4" = 1'-0"

date:
 MAR. 24, 2015

revised:
 APRIL 21, 2015

change order:
 1.
 2.
 3.
 4.



Blended Roots Farm and B&B
Matthew and Rebecca Ligon, Owners
5885 Hainey Ln.
Traverse City, MI 49684
(231) 218-6288 - Matthew
(231) 360-3703 - Rebecca

We are applying for a major amendment to our existing STR permit.

Since we were issued the SRT permit in 2021, we have had the pleasure of experiencing two full seasons! Not only have the guests thoroughly enjoy the experience of staying on the farm, we also have received joy from our guests.

We have risen to five star Super Host status on airBNB. The consistency in the quality of the Bed and Breakfast and customer service has always been sterling, and the satisfied guests let us know with wonderful reviews!

Rebecca and I have had a few kids grow up and leave the nest, which allows us the opportunity to offer the master suite as an additional accommodation to the public. When we built this house for our family, we didn't realize how perfect it would be for this opportunity! Each suite is on opposite ends of the farm house allowing the new room guests the same type of seclusion our current guests receive.

The impact to the neighbors has been nominal. In fact, with the older kids moved out, the traffic on a daily basis on the farm is considerably less than it was before our SRT permit!


Our typical season runs end of May through October and the rest of the year is sporadic to none. Currently, we have over 40 satisfied guests and have really enjoyed showcasing the farm and Garfield Township. We educate our customers about local businesses in the area that are top-notch and must visits! We are also able to point them to attractions in the surrounding communities. Our visitors enjoy the chickens and guinea hens wandering through the yard and strolls through the sunflower fields. They leave with pictures and fond memories of Traverse City and the Bed and Breakfast. We feel that the additional suite would allow us to have a better reach and satisfy more guests.

On behalf of my wife and I and our family, we thank you for this opportunity!

Matthew Ligon




Rebecca Ligon







 Charter Township of Garfield Planning Department Report No. 2023-41			
Prepared:	April 5, 2023	Pages:	3
Meeting:	April 12, 2023 Planning Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	Oleson PUD Major Amendment - Introduction		
Applicant:	Brad Oleson, Oleson’s Food Stores		
Owner:	G.D.O. Investments		
Agent:	Brad Oleson, Oleson’s Food Stores		
File No.	SUP-1997-06-F		
Parcel No.	05-009-001-00		

PURPOSE OF APPLICATION:

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 five three-bedroom units and one two-bedroom unit. A revised floor plan is to be submitted by the applicant.

SUBJECT PROPERTY:

The PUD is located at the corner of North Long Lake and Cedar Run Roads and comprises 21.15 acres of land.

Aerial image of the subject property (property lines highlighted in blue):



Enlarged portion of aerial image of the subject property:



SITE DESIGN AND ZONING COMPLIANCE OVERVIEW:

Since the proposed amendment is a conversion of an office into multi-family residential and no building construction will be occurring, most requirements are currently met by the current development. However, staff does offer the following comments regarding site design and compliance with the Zoning Ordinance related to the new residential use:

Written Consent:

With an application to amend an approved PUD, the application shall include written consent to the application by the owner(s) of at least sixty (60) percent of approved development sites or land area within the planned development. In this case, there is only one owner, and it is the owner making the application. Therefore, written consent is not applicable.

Useable Open Space

By incorporating in residential uses, the review criteria for a PUD requires useable open space. Section 426.A(4) of the Zoning Ordinance states that a “Planned Unit Development shall be designed to incorporate a minimum of 20% useable open space to supplement the residents of the PUD and/or Garfield Township. These areas are anticipated to provide recreational opportunities such as parks, trails, playgrounds, and other similar opportunities.”

To meet this requirement, Staff recommends incorporating the TART Traverse Ridge trail located on the west side of the site by providing access to residents. Access could be accomplished by extending the existing sidewalk along North Long Lake Road for the landscaped area and then establishing a trail from that point to the Traverse Ridge trailhead. In addition, establish a trail from the trailhead along Cedar Run Road to a newly constructed sidewalk for the landscaped area to the existing sidewalk at the corner of Cedar

Run and North Long Lake Roads. The use of the area where the Traverse Ridge trail is approximately 7 acres or 33% of the total parcel. Furthermore, the sidewalks provide additional access to the Grand Traverse Commons. These improvements would fulfil this requirement.

As currently presented, most of the proposed sidewalks and trails meet this configuration. Staff has recommended that the applicant work with TART Trails to provide a better connection along Cedar Run Road between the sidewalk and the Traverse Ridge trailhead.

Vehicular Parking:

Based on the following analysis, the demand for parking and the required parking will be less with the conversion from office to multi-family residential.

- Current use: Office
 - Minimum required spaces: 1 for each two hundred (200) square feet of floor area
 - Maximum required spaces: 1 for each one hundred (150) square feet of floor area
 - 6,960 square feet of office requires a minimum of 35 spaces and a maximum 46 spaces

- Proposed use: Multi-family dwellings
 - Minimum required spaces: 1.5 per dwelling unit
 - Maximum required spaces: 2.0 per dwelling unit
 - Six proposed dwelling units requires a minimum of 9 spaces and a maximum of 12 spaces

RECOMMENDATION:

The purpose of the introductory meeting is to accept the application and to identify any concerns that should be addressed prior to holding a public hearing on the application. Following an opportunity for applicant presentation and Commissioner discussion, the following motion is offered for consideration:

MOTION 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.

Any additional information deemed necessary by the Planning Commission should be added to the motion.

Attachments:

1. Project narrative received February 9, 2023
2. 11” X 17” floor plan provided by applicant dated January 21, 2023
3. 11” X 17” site plan provided by applicant received April 3, 2023



Proposed buildout from office space to apartments

Site: 3850 N. Long lake road, suite B,C,D,E.

Dear John,

As you know with covid behind us and more people working from home the demand for office space is very low. We are seeing many office spaces vacant and no one to fill them. On the other hand, apartments are in extremely high demand and with close proximity to town, grocery stores and restaurants we feel this would be a great addition.

G.D.O. Investments is proposing Renovating 6960 square feet of office space over to 6 apartments. Five will be 1106 Square foot 3 bedroom, and one 900 square foot 2 bedroom. All will have two bathrooms.

This transition will not affect any exterior of the building, neighbors and minimal to downstairs commercial renters. We have ample parking, with two entrances to the apartments and all is ADA with and elevator at one end.

Sincerely,

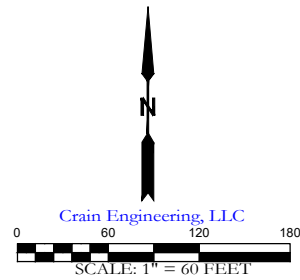
Brad Oleson
G.D.O. Investments,

Business Office

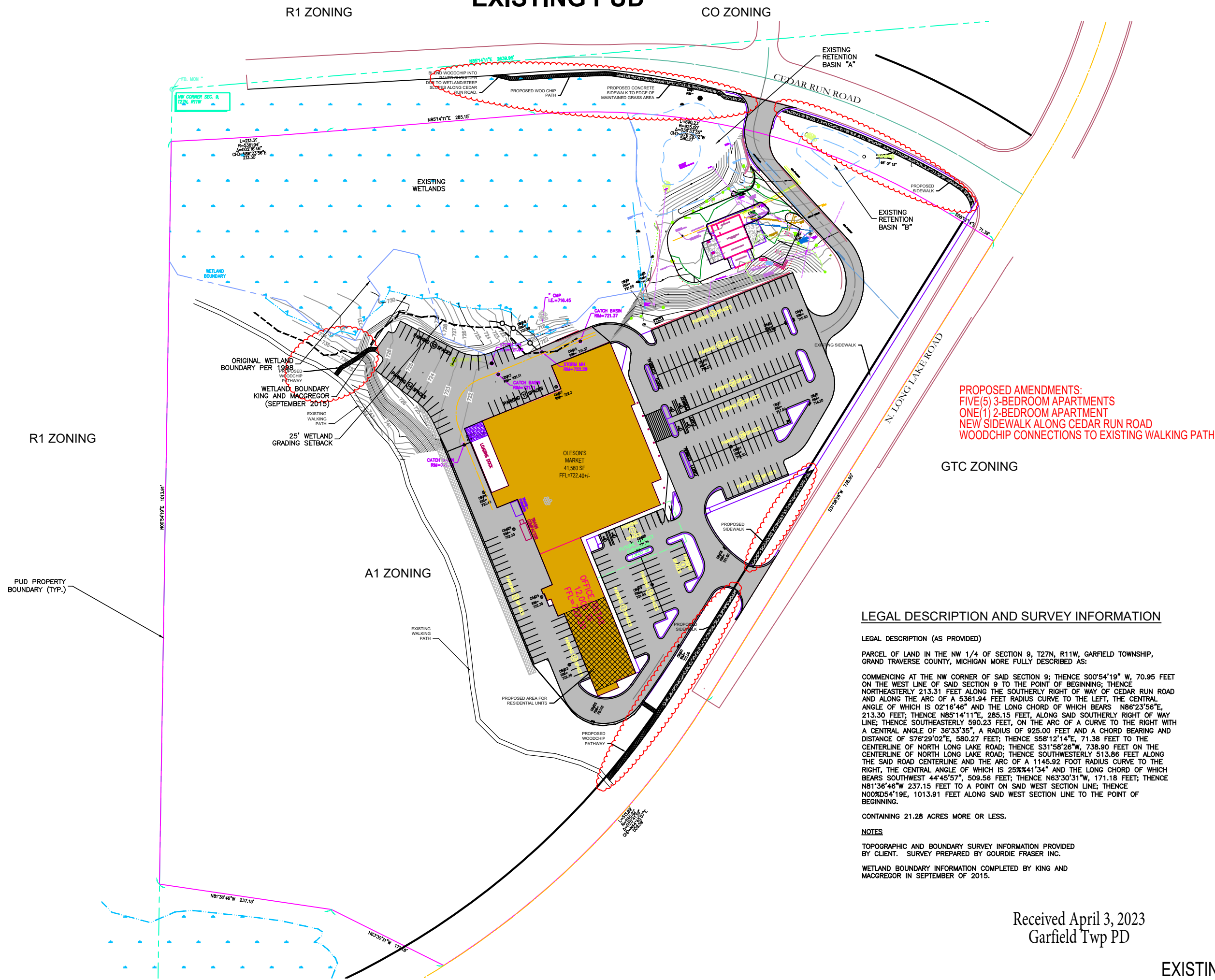
P.O. Box 72•Traverse City, MI 49685-0072•(231)-947-6091• FAX (231)-947-6548

Visit us at www.olesonsfoods.com

E-mail: bradoleson@olesonsfoods.com



EXISTING PUD



PROPOSED AMENDMENTS:
 FIVE(5) 3-BEDROOM APARTMENTS
 ONE(1) 2-BEDROOM APARTMENT
 NEW SIDEWALK ALONG CEDAR RUN ROAD
 WOODCHIP CONNECTIONS TO EXISTING WALKING PATH

LEGAL DESCRIPTION AND SURVEY INFORMATION

LEGAL DESCRIPTION (AS PROVIDED)
 PARCEL OF LAND IN THE NW 1/4 OF SECTION 9, T27N, R11W, GARFIELD TOWNSHIP, GRAND TRAVERSE COUNTY, MICHIGAN MORE FULLY DESCRIBED AS:
 COMMENCING AT THE NW CORNER OF SAID SECTION 9; THENCE S00°54'19" W, 70.95 FEET ON THE WEST LINE OF SAID SECTION 9 TO THE POINT OF BEGINNING; THENCE NORTHEASTERLY 213.31 FEET ALONG THE SOUTHERLY RIGHT OF WAY OF CEDAR RUN ROAD AND ALONG THE ARC OF A 5361.94 FEET RADIUS CURVE TO THE LEFT, THE CENTRAL ANGLE OF WHICH IS 02°16'46" AND THE LONG CHORD OF WHICH BEARS N86°23'56"E, 213.30 FEET; THENCE N85°14'11"E, 285.15 FEET, ALONG SAID SOUTHERLY RIGHT OF WAY LINE; THENCE SOUTHEASTERLY 590.23 FEET, ON THE ARC OF A CURVE TO THE RIGHT WITH A CENTRAL ANGLE OF 36°33'35", A RADIUS OF 925.00 FEET AND A CHORD BEARING AND DISTANCE OF S76°29'02"E, 580.27 FEET; THENCE S58°12'14"E, 71.38 FEET TO THE CENTERLINE OF NORTH LONG LAKE ROAD; THENCE S31°58'26"W, 738.90 FEET ON THE CENTERLINE OF NORTH LONG LAKE ROAD; THENCE SOUTHWESTERLY 513.86 FEET ALONG THE SAID ROAD CENTERLINE AND THE ARC OF A 1145.92 FOOT RADIUS CURVE TO THE RIGHT, THE CENTRAL ANGLE OF WHICH IS 25°44'34" AND THE LONG CHORD OF WHICH BEARS SOUTHWEST 44°45'57", 509.56 FEET; THENCE N63°30'31"W, 171.18 FEET; THENCE N81°36'46"W 237.15 FEET TO A POINT ON SAID WEST SECTION LINE; THENCE N00°54'19"E, 1013.91 FEET ALONG SAID WEST SECTION LINE TO THE POINT OF BEGINNING.
 CONTAINING 21.28 ACRES MORE OR LESS.

NOTES
 TOPOGRAPHIC AND BOUNDARY SURVEY INFORMATION PROVIDED BY CLIENT. SURVEY PREPARED BY GOURDIE FRASER INC.
 WETLAND BOUNDARY INFORMATION COMPLETED BY KING AND MACGREGOR IN SEPTEMBER OF 2015.

Received April 3, 2023
 Garfield Twp PD

EXISTING PUD



Crain Engineering, LLC
 Engineering, Consulting, & Design
 7622 Bott Road
 Buckley, MI 49620
 Phone: (231) 947-7255
 Cell: (231) 632-4207
 email: crainengineeringllc@gmail.com

DRWN BY: WLC
 DSGN BY: WLC
 DATE: 03-29-2023
 REV DATE:

G.D.O. INVESTMENTS, INC.
PUD AMENDMENT
 SECTION 9, T27N, R11W, GARFIELD TOWNSHIP
 GARFIELD TWP, GRAND TRAVERSE COUNTY, MICHIGAN

JOB NUMBER:
196923

SHEET **2**