

## CHARTER TOWNSHIP OF GARFIELD TOWNSHIP BOARD MEETING

Tuesday, September 13, 2022 at 6:00pm  
Garfield Township Hall  
3848 Veterans Drive  
Traverse City, MI 49684  
Ph: (231) 941-1620

### AGENDA

#### **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 Township Board, 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 Board Rules and Procedures: a.) any person wishing to address the Board 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 Township Board Member'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.

#### **2. Review and approval of the Agenda - Conflict of Interest**

#### **3. Consent Calendar**

The purpose of the Consent calendar is to expedite business by grouping non-controversial items together to be dealt with in one Board motion without discussion. Any member of the Board, staff or the public may ask that any item on the Consent Calendar be removed there from and placed elsewhere on the Agenda for full discussion. Such requests will be automatically respected. If any item is not removed from the Consent Calendar, the action noted in parentheses on the Agenda is approved by a single Board action adopting the Consent Calendar.

- a. Minutes – August 23, 2022 regular meeting  
August 31, 2022 special budget meeting  
(Recommend Approval)
- b. Bills -  
General Fund \$142,775.21  
(Recommend Approval)
- c. Consideration of Contractor's Applications for Payments No. 5 and 6 to Grand Traverse Construction for the Township roof (Recommend Approval)
- d. Consideration of a request from Project Feed the Kids for a Charitable Gaming License, Resolution 2022-19-T (Recommend Approval)

- e. Consideration of Resolution 2022-20-T to Amend the Budget (Recommend Approval)

**4. Items removed from the Consent Calendar**

**5. Correspondence**

- a. Letter from Haggard's Plumbing & Heating regarding rezoning application from Outlook Development LLC

**6. Reports**

- a. County Commissioner's Report
- b. Sheriff's Report
- c. Planning Department Report for September 2022
- d. Parks & Rec Report
- e. Clerk's Report
- f. Supervisor's Report

**7. Unfinished Business**

- a. Public Hearing – Consideration of Resolution 2022-14-T(c) to approve Tentative Special Assessment Roll for Blue Star Road Improvement Special Assessment District
- b. Consideration of sufficient funding for the BATA/TCHC Transit-Oriented Mixed-Use Planned Unit Development to commence construction in accordance with Report and Decision Order (recorded April 20, 2022)

**8. New Business**

- a. Public Hearing – Consideration of Hammond Road Apartments R-3 Rezoning, Resolution 2022-18-T
- b. Public Hearing – Consideration of Zoning Ordinance Amendments Package, Resolution 2022-17-T
- c. Public Hearing – Consideration of the amount of property tax millage to levy for the 2023 General and Fire Fund accounts
- d. Consideration of Gourdie-Fraser's proposal for engineering services for EGLE-DWRF Project Plan – Capital Improvement Projects

**9. Public Comment**

**10. Other Business**

**11. Adjournment**

Lanie McManus, Clerk

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  
TOWN BOARD MEETING  
August 23, 2022**

The Town Board Meeting was called to order at the Garfield Township Hall on August 23, 2022 at 6:00p.m.

**Pledge of Allegiance**

**Roll Call of Board Members**

Present: Molly Agostinelli, Chris Barsheff, Steve Duell, Chuck Korn, Chloe Macomber, Lanie McManus and Denise Schmuckal

Staff Present: Planning Director John Sych

**1. Public Comment (6:00)**

None

**2. Review and Approval of the Agenda - Conflict of Interest (6:01)**

*Agostinelli moved and Schmuckal seconded to approve the agenda as presented.*

*Yeas: Agostinelli, Schmuckal, Duell, Barsheff, McManus, Macomber, Korn  
Nays: None*

**3. Consent Calendar (6:01)**

**a. Minutes**

August 9, 2022 Regular Board Meeting  
(Recommend Approval)

**b. Bills**

(i)	General Fund	\$108,520.77
	(Recommend Approval)	
(ii)	Gourdie-Fraser	
	Developer's Escrow Fund- Storm Water Reviews,	
	Utility Plan Review, Oversight and	
	Closeout	\$ 15,421.50
	General Utilities	20,093.02
	Park Funds/DNR Trust Fund	2,477.70
	Total	\$37,992.22

(Recommend Approval)

**c. Consideration of Hammond Road Apartments R-3 Rezoning –  
Introduction and set Public Hearing for the September 13, 2022  
Township Board meeting (Recommend Approval)**

**d. Consideration of Zoning Ordinance Amendments Package – Introduction and set Public Hearing for the September 13, 2022 Township Board meeting (Recommend Approval)**

*Barsheff moved and Agostinelli seconded to approve the consent calendar as presented.*

*Yeas: Barsheff, Agostinelli, Schmuckal, Macomber, McManus, Duell, Korn  
Nays: None*

**4. Items Removed from the Consent Calendar (6:03)**  
None

**5. Correspondence (6:03)**  
None

**6. Reports**

**a. Construction Report (6:04)**

Township Engineer Jennifer Graham reported that the bids for the C2R2 grant to connect to Black Bear Farms were opened and are higher than expected. They are working on options. Capital Improvement projects will be moving forward and ARPA and EGLE funds may be available for some projects. She has been busy with stormwater reviews.

**b. GT Metro Fire Report (6:07)**

Assistant Fire Chief Tony Posey reported that two additional part time people have been hired and search and rescue training took place at the old Wendy's on US 31 in East Bay Township. A large-scale emergency services exercise took place at the at the airport. In July there were 556 total calls of which 377 were in Garfield Township.

**c. MMR Report (6:17)**

Amy Fairchild, MMR Operations Manager, stated that there were 349 calls in Garfield in July 2022. EMT grads continue to learn and begin work and three more will be testing this month. Six paramedics will graduate in October and some trucks will be replaced.

**d. County Commissioner's Report (6:21)**

Commissioner Rob Hentschel stepped in for Commissioner Brad Jewett and thanked all who participated in the emergency exercise at the airport recently. Commissioners are working on the reformation of county mental health services. The Commission on Aging, Animal Control and Veterans Affairs will all be on the ballot in November. He is asking municipalities and organizations to submit applications for the county ARPA funds.

**h. Supervisor's Report (6:31)**

Korn reported that the Safe Routes to School project near Barlow was not completed as expected by the city. He is exploring how to fund the

project. Korn stated that he attended the ribbon cutting for the newly completed Boardman Lake Loop.

**7. Unfinished Business**

**a. Consideration of Grand Traverse Metro Emergency Services Authority 2023 Budget Proposal, Resolution 2022-15-T (6:34)**

*Korn moved to fund the 2023 Metro Fire and Emergency Services at 2.6 mills for the 2023 year. McManus seconded. Discussion took place.*

*Yeas: Korn, McManus, Agostinelli, Schmuckal, Macomber, Barsheff  
Nays: Duell*

**b. Consideration of Resolution 2022-14-T(a) to create a Blue Star Road Improvement Special Assessment District and Order Preparation of Special Assessment Roll (7:12)**

*Agostinelli moved and Schmuckal seconded to adopt Resolution 2022-14-T(a) to create a Blue Star Road Improvement Special Assessment District and Order Preparation of Special Assessment Roll.*

*Yeas: Agostinelli, Schmuckal, Duell, Macomber, McManus, Barsheff, Korn  
Nays: None*

**c. Consideration of Long Lake Water Franchise Agreement (7:16)**

This agreement has been reviewed by DPW Director, John DiVozzo, and the township engineer and attorney.

*Schmuckal moved and Barsheff seconded to approve the Long Lake Township Water Franchise Agreement as presented.*

*Yeas: Schmuckal, Barsheff, Agostinelli, Macomber, McManus, Duell, Korn  
Nays: None*

**d. Discussion of Payments in Lieu of Taxes (7:17)**

Korn suggested a guideline to keep the total number of PILOTS in the township under 15%. Any discussion on future PILOTS could be focused on that guideline.

**8. New Business**

**a. Consideration of Letter of Recommendation for River East Recreation Area Improvements – Phase II (7:26)**

Jennifer Graham said that bids were received for Phase Two of the River East Recreation Area. She recommends that the contract be awarded to Walton Contracting for the amount of \$173,804.

*Barsheff moved and Agostinelli seconded to direct Gourdie Fraser to contract with Walton Contracting for Phase Two of the River East Recreation Area project for the amount of \$173,804.*

*Yeas: Barsheff, Agostinelli, Duell, Macomber, McManus, Schmuckal, Korn*

*Nays: None*

**b. Consideration of Resolution 2022-16-T, a resolution recommending approval of Traverse City Curling Club, Inc.'s application for a Club Liquor License and Sunday PM Sales License (7:32)**

A representative of the Traverse City Curling Club talked about the club license and stated that with such a license all beverages must be purchased by a club member.

*Schmuckal moved and McManus seconded to adopt Resolution 2022-16-T, a resolution recommending approval of Traverse City Curling Club, Inc.'s application for a Club Liquor License and Sunday PM Sales License.*

*Yeas: Schmuckal, McManus, Duell, Barsheff, Macomber, Agostinelli, Korn*  
*Nays: None*

**9. Public Comment: (7:36)**

Suzanne Weiss of Eta Lane commented on the Blue Star Special Assessment. She explained why they chose to go by land value for the SAD.

**10. Other Business (7:39)**

Schmuckal commented that her email address has changed and there will be an extra Parks and Recreation meeting in September.

McManus asked about budget meetings and it was decided to meet at 3pm on Wednesday August 31<sup>st</sup>.

**11. Adjournment**

*Korn adjourned the meeting at 7:43pm.*

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Chuck Korn, Supervisor  
Charter Township of Garfield  
3848 Veterans Drive  
Traverse City, MI 49686

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Lanie McManus, Clerk  
Charter Township of Garfield  
3848 Veterans Drive  
Traverse City, MI 49686

CHARTER TOWNSHIP OF GARFIELD  
GRAND TRAVERSE COUNTY, MICHIGAN

RESOLUTION #2022-14-T(a)

RESOLUTION TO CREATE BLUE STAR ROAD IMPROVEMENT  
SPECIAL ASSESSMENT DISTRICT AND  
ORDER PREPARATION OF SPECIAL ASSESSMENT ROLL

WHEREAS, the Township Board of the Charter Township of Garfield received Petitions signed by more than 50 percent of the total area of the proposed special assessment district described hereinafter, and accordingly, determined to proceed under the provisions of PA 188 of 1954, as amended, to secure plans and estimates of costs together with a proposed special assessment district for assessing the costs an approved method of improving South Blue Star Drive, Blue Star Court (from South Blue Star Drive to Eta Lane), Eta Lane and Mizar Court (from Eta Lane to West Blue Star Drive), to schedule a public hearing upon the same for this date, and

WHEREAS, the plans, estimates of cost and proposed special assessment district were filed with the township clerk for public examination and notice of the within hearing upon the same was published and mailed in accordance with the law and statute provided as shown by affidavits pertaining thereto on file with the township clerk, and

WHEREAS, in accordance with the aforesaid notices, a hearing was scheduled and held on the 9th day of August, 2022, commencing at 6:00 p.m., and all persons were given the opportunity to be heard in the matter, and

WHEREAS, as a result of the foregoing, the township board believes the project to be in the best interests of the township and of the district proposed to be established therefore;

NOW, THEREFORE, BE IT HEREBY RESOLVED as follows:

1. That this Township Board does hereby determine that creation of the Blue Star Estates Road Improvement District is necessary for the health and welfare of those doing business within Blue Star Estates.
2. That this Township Board does hereby approve the plans for the road improvements as prepared and presented by the Grand Traverse County Road Commission's registered engineer and his/her estimate of costs for the completion thereof, plus the Township's cost of administration, of **\$355,456.74**.
3. That this Township Board does hereby create, determine and define a special assessment district to be known as Blue Star Road Improvement Special Assessment District within which the costs of such improvements shall be assessed according to benefits, the following described area within said township:

Part of Section 33, Town 27 North, Range 11 West, Grand Traverse  
County, Michigan, to wit:

Lots 1, 2, 47, 48, Pt 49, Pt 63, 64, 65, 66, 67, 70-78 and 87-96 of Blue Star  
Estates.



4. That the Grand Traverse County Road Commission has committed to paying for one-quarter of the total cost of the construction and engineering (\$87,570.75), and the Township Board, in an effort to encourage this type of citizen involvement, has committed to paying for one-quarter of the total cost (\$88,864.19) of the improvement. Therefore, the estimated cost to the property owners will be \$163,021.81 – or an average of \$7,410.08, for each of the 22 owners.
5. That on the basis of the foregoing, this Township Board does hereby direct the supervisor and assessing officer to make a special assessment roll in which shall be entered and described all the parcels of land to be assessed with the names of the respective owners thereof if known, and a total amount to be assessed against each parcel of land which amount shall be the relative portion of the whole sum to be levied against the parcels of land in the special assessment district as the benefit to the parcel of land bears to the total benefit to all the parcels of land in the special assessment district. When the same has been completed, the supervisor or assessing officer shall affix thereto his/her certificate a statement that it was made pursuant to this resolution and that in making such assessment roll, he/she has, according to his/her best judgment, conformed in all respects to the directions contained in this resolution and the applicable state statutes.
6. That all resolutions and parts of resolutions insofar as they conflict with the provision of the within resolutions be and the same are hereby rescinded.

Moved: Molly Agostinelli

Supported: Denise Schmuckal

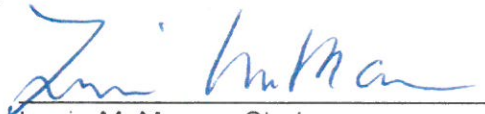
Ayes: Agostinelli, Schmuckal, Duell, Macomber, McManus, Barsheff, Korn

Nays: None

Absent and Excused: None

RESOLUTION 2022-14-T(a) DECLARED ADOPTED.


By:

  
Lanie McManus, Clerk  
Charter Township of Garfield

#### CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 23rd day of August, 2022.

Dated: 8-24-2022

  
Lanie McManus, Clerk

2023 BUDGET RESOLUTION FOR  
CHARTER TOWNSHIP OF GARFIELD  
COUNTY OF GRAND TRAVERSE, MICHIGAN  
RESOLUTION 2022-15-T

Minutes of a regular meeting of the Board of the Charter Township of Garfield, held on the 23rd day of August, 2022, at six o'clock pm.

PRESENT: Molly Agostinelli, Chris Barsheff, Steve Duell, Chuck Korn, Chloe Macomber, Lanie McManus and Denise Schmuckal.

WHEREAS, The Township is an Incorporating Township of the Grand Traverse Metro Emergency Services Authority ("Metro"), incorporated under the authority of Public Act 57 of 1988, and

WHEREAS, Article XV of the Articles of Incorporation for Metro provides that Metro's annual budget will be funded by contributions from each Incorporating Township.

**NOW, THEREFORE,**

BE IT RESOLVED that the Township hereby commits to fund Metro's 2023 Budget year with a financial contribution of \$2,649,315 for Garfield.

BE IT FURTHER RESOLVED, that the Township agrees to contribute all of this revenue to Metro by May 15, 2023.

BE IT FURTHER RESOLVED, that the Township can fund Metro's 2023 Budget obligation using any combination of a millage rate and general fund contribution as deemed financially beneficial to the Township.

Ayes: Korn, McManus, Schmuckal, Agostinelli, Macomber, Barsheff

Nays: Duell

Absent and Excused: None



## CERTIFICATE

I, Lanie McManus, the duly elected and acting Clerk of the Township of Garfield, hereby certify that the foregoing constitutes a true copy of a Resolution 2022-15-T of the Township Board for the Charter Township of Garfield, adopted during a meeting of the Garfield Township Board, Grand Traverse County, Michigan held on August 23, 2022 , at which meeting seven (7) members were present as indicated in said Minutes and voted as therein set forth and that all signatures affixed thereto are the genuine signatures of those so indicated, and that each signatory was duly authorized to affix his or her signature, that said meeting was held in accordance with the Open Meetings Act of the State of Michigan, and that due and proper notice of the meeting as required by law was given to the members of the Township Board, and that the minutes of said meeting were kept and will be and have been made available as required by said Act.

Dated: 8-24-2022

A handwritten signature in cursive script, reading "Lanie McManus", written over a horizontal line.

Lanie McManus  
Clerk, Township of Garfield  
Grand Traverse County, Michigan



**Local Government Approval**  
(Authorized by MCL 436.1501)

**RESOLUTION 2022-16-T**

**Instructions for Applicants:**

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

**Instructions for Local Legislative Body:**

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a \_\_\_\_\_ regular \_\_\_\_\_ meeting of the \_\_\_\_\_ Garfield Township \_\_\_\_\_ council/board  
(regular or special) (township, city, village)  
called to order by \_\_\_\_\_ Chuck Korn \_\_\_\_\_ on \_\_\_\_\_ August 23, 2022 \_\_\_\_\_ at \_\_\_\_\_ 6:00 pm \_\_\_\_\_  
(date) (time)  
the following resolution was offered:

Moved by \_\_\_\_\_ Denise Schmuckal \_\_\_\_\_ and supported by \_\_\_\_\_ Lanie McManus \_\_\_\_\_  
that the application from \_\_\_\_\_ Traverse City Curling Club, Inc. \_\_\_\_\_

(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): \_\_\_\_\_ Club Liquor License & Sunday PM Sales license \_\_\_\_\_

(list specific licenses requested)

to be located at: \_\_\_\_\_ 1712 S. Garfield Avenue, Traverse City, Michigan 49686 \_\_\_\_\_

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: \_\_\_\_\_

It is the consensus of this body that it \_\_\_\_\_ Recommends \_\_\_\_\_ this application be considered for  
(recommends/does not recommend)  
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are \_\_\_\_\_

**Vote**

Yeas: \_\_\_\_\_ 7 \_\_\_\_\_

Nays: \_\_\_\_\_ 0 \_\_\_\_\_

Absent: \_\_\_\_\_ 0 \_\_\_\_\_

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the \_\_\_\_\_ Garfield Township \_\_\_\_\_  
council/board at a \_\_\_\_\_ regular \_\_\_\_\_ meeting held on \_\_\_\_\_ August 23, 2022 \_\_\_\_\_ (township, city, village)  
(regular or special) (date)

Lanie McManus

Print Name of Clerk

*Lanie McManus*

Signature of Clerk

8/24/2022

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059

**CHARTER TOWNSHIP OF GARFIELD  
TOWNSHIP BOARD SPECIAL MEETING MINUTES  
August 31, 2022**

**ORDER OF BUSINESS**

**Call meeting to order**

Supervisor Korn called the Township Board Study Session to order on Wednesday, August 31, 2022, at 3:08pm at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan.

**Roll call of Board Members**

Present: Molly Agostinelli (arrived 3:19pm), Chris Barsheff, Chuck Korn, Chloe Macomber, Lanie McManus and Denise Schmuckal

Absent and Excused: Steve Duell

**1. Business to come before the Board**

**a. Consideration of Resolution 2022-14-T(b), a resolution to schedule a Public Hearing on Special Assessment Roll for Blue Star Road for September 13, 2022**

*Schmuckal moved and Barsheff seconded to adopt Resolution 2022-14-T(b) to schedule a September 13, 2022 Public Hearing on Special Assessment Roll for Blue Star Road Improvement*

*Yeas: Schmuckal, Barsheff, Macomber, McManus and Korn*

*Nays: None*

**b. Discussion regarding the 2023 Township Budget**

The Board received the 2023 Township Budget. The Board discussed the budget in detail and asked questions.

**2. Public Comment**

There was no public comment.

**3. Adjournment**

Korn adjourned the meeting at 5:09pm

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Chuck Korn, Supervisor  
Charter Township of Garfield  
3848 Veterans Drive  
Traverse City, MI 49684

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Lanie McManus, Clerk  
Charter Township of Garfield  
3848 Veterans Drive  
Traverse City, MI 49684

**CHARTER TOWNSHIP OF GARFIELD  
GRAND TRAVERSE COUNTY, MICHIGAN**

**RESOLUTION #2022-14-T(b)**

**SCHEDULING PUBLIC HEARING ON  
SPECIAL ASSESSMENT ROLL FOR BLUE STAR ROAD IMPROVEMENT**

WHEREAS, the supervisor and assessing officer of the Township of Garfield has, in accordance with resolution of the township board and the laws and statutes pertinent thereto, prepared a tentative special assessment roll in the estimated amount of \$355,456.74 (total cost, with \$87,570.75 covered by the Grand Traverse County Road Commission, \$88,864.19 covered by the Township, \$16,000.00 in other contributions and \$163,021.81 to be spread among the property owners) covering all the parcels of land in the Blue Star Road Improvement Special Assessment District, according to the relation of the benefit to each parcel of land to the total benefit to all parcels of land in such special assessment district and has affixed thereto his or her certificate as required.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That said tentative special assessment roll shall be filed with the township clerk and shall be available for public examination during regular working days from the present date until the public hearing upon the same and shall further be examined at such public hearing.
2. That the township board shall meet at 6:00 pm on Tuesday, September 13, 2022, in the large, upstairs meeting room at the Township hall located at 3848 Veterans Drive, within the township, to hold a public hearing and review such special assessment roll and hear any objections thereto.
3. That the township clerk shall cause notice of such hearing and the filing of such assessment roll to be published twice in the Record Eagle, a newspaper of general circulation in the township prior to the date of the hearing with the first publication being not less than 10 days prior to the hearing and shall further cause notice of such hearing to be mailed by first-class mail to all owners of record or persons of interest in property within the Blue Star Road Improvement Special Assessment District as shown in township records.

Moved: Denise Schmuckal

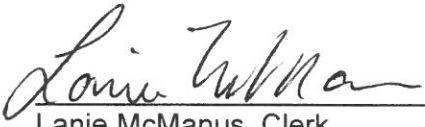
Supported: Chris Barsheff

Ayes: Schmuckal, Barsheff, Macomber, McManus, Korn

Nays: None

Absent and Excused: Duell and Agostinelli

RESOLUTION 2022-14-T(b) DECLARED ADOPTED.

By:   
Lanie McManus, Clerk  
Charter Township of Garfield

**CERTIFICATE**

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 31st day of August, 2022.

Dated: 8-31-2022

  
Lanie McManus, Clerk

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF GARFIELD  
 CHECK DATE FROM 08/18/2022 - 09/08/2022  
 Banks: GEN

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/23/2022	GEN	40795	SUPERFLEET	GAS	101-806-862.000	527.17
08/25/2022	GEN	40796	AFLAC	AFLAC	101-000-227.001	516.98
08/25/2022	GEN	40797	ELMERS CRANE	PAYMENT #2 BALANCE	308-000-970.000	5,284.00
08/25/2022	GEN	40798	FIFTH THIRD BANK	1319 - ELECTION SUPPLIES / TRAILER PLATE	101-171-726.000	1,634.18
		40798		1319 - ELECTION SUPPLIES / TRAILER PLATE	101-265-726.003	76.56
						1,710.74
08/25/2022	GEN	40799	FIFTH THIRD BANK	DOG WASTE BAGS/BASES/PLIERS/SALT/VINEGAR	308-000-935.000	875.86
08/25/2022	GEN	40800	GOURDIE-FRASER, INC.	RIVER EAST PARK	308-000-970.000	2,477.70
08/25/2022	GEN	40801	GOURDIE-FRASER, INC.	DESIGN SVCS - ROOF	101-900-970.002	2,277.00
08/25/2022	GEN	40802	GRAND TRAVERSE CONSTRUCTION	PAYMENT #3 - ROOF #21091	101-900-970.002	71,623.86
08/25/2022	GEN	40803	GRAND TRAVERSE COUNTY ROAD	BRINE APPLICATION	101-747-880.007	746.13
08/25/2022	GEN	40804	HENTCO LLC	PARK TENNIS COURTS	308-000-970.000	21,195.00
08/25/2022	GEN	40805	IMAGE 360	STENCIL	308-000-935.000	90.79
08/25/2022	GEN	40806	MAPLE RIVER DIRECT MAIL	PLANNING SURVEY MAILING	101-400-805.000	3,351.18
08/25/2022	GEN	40807	MARSHALL & SWIFT/BOECKH, LLC	ANNUAL VALUATION SERVICE	101-171-965.000	703.20
08/25/2022	GEN	40808	NORTHERN MI JANITORIAL SUP	PAPER TOWELING/TOILET PAPER/CAN LINERS	101-265-726.003	264.00
08/25/2022	GEN	40809	NORTHERN OFFICE EQUIP	SVC CONTRACT	101-101-726.002	464.86
08/25/2022	GEN	40810	PITNEY BOWES INC	TAPE STRIPS	101-101-726.001	178.48
08/25/2022	GEN	40811	PREMIER OUTDOORS OF TRAVERSE CITY	MOWING LOGANS LANDING	101-265-935.602	60.00
08/25/2022	GEN	40812	PRINCIPAL LIFE INSURANCE COMPANY	EMPLOYEE LIFE/DENTAL	101-851-873.030	1,605.20
		40812		EMPLOYEE LIFE/DENTAL	101-851-873.040	337.91
						1,943.11
08/25/2022	GEN	40813	VERIZON	PHONES	101-265-850.000	261.74
08/31/2022	GEN	40814	ANNE WENDLING	CONTRACTED SVCS	101-101-805.000	166.00
		40814		CONTRACTED SVCS	101-400-805.000	171.50
						337.50
08/31/2022	GEN	40815	ANNE WENDLING	CONTRACTED SVCS	308-000-805.000	53.00
08/31/2022	GEN	40816	CHERRYLAND ELECTRIC COOP.	ELECTRIC	101-000-084.861	303.85
		40816		ELECTRIC	101-265-920.603	1,022.90
		40816		ELECTRIC	101-448-920.005	782.33

3.b.

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/31/2022	GEN	40817	CHERRYLAND ELECTRIC COOP.	ELECTRIC	308-000-805.000	366.83
08/31/2022	GEN	40818	CONSUMERS ENERGY	103043977273	308-000-935.000	14.24
08/31/2022	GEN	40819	CONSUMERS ENERGY	100018131597	101-448-920.005	88.36
08/31/2022	GEN	40820	CONTEMPORARY CLEANING	CONTRACTED SVCS	101-265-935.603	1,550.00
08/31/2022	GEN	40821	CONTEMPORARY CLEANING	CONTRACTED SVCS	308-000-935.000	450.00
08/31/2022	GEN	40822	FIFTH THIRD BANK	3406 DUES	101-253-965.000	199.00
08/31/2022	GEN	40823	FIFTH THIRD BANK	3637 DUES /EDUCATION	101-171-960.000	19.00
		40823		3637 DUES /EDUCATION	101-171-965.000	265.07
						284.07
08/31/2022	GEN	40824	FIFTH THIRD BANK	3637-KIRKBRIDE RENTAL / SUPPLIES FOR OPEN HO	308-000-935.000	43.34
		40824		3637-KIRKBRIDE RENTAL / SUPPLIES FOR OPEN HO	308-000-970.000	250.00
						293.34
08/31/2022	GEN	40825	GRAND TRAVERSE COUNTY	CODING/TESTDECK/ADVERTISING	101-191-726.000	175.00
		40825		CODING/TESTDECK/ADVERTISING	101-191-901.000	139.50
		40825		CODING/TESTDECK/ADVERTISING	101-191-935.015	2,100.00
						2,414.50
08/31/2022	GEN	40826	HOME DEPOT CREDIT SERVICES	WIRE CUTTERS	101-191-726.000	25.88
08/31/2022	GEN	40827	HOME DEPOT CREDIT SERVICES	WEATHERSHIELD/WASP SPRAY	308-000-935.000	30.91
08/31/2022	GEN	40828	POSTMASTER	PLANNING SURVEY	101-400-900.000	100.00
08/31/2022	GEN	40829	U.S. POSTAL SERVICE	POSTAGE	101-101-726.001	2,000.00
09/08/2022	GEN	40830	CDM MOBILE SHREDDING, LLC	ON SITE SHREDDING	101-101-805.000	130.00
09/08/2022	GEN	40831	CONTEMPORARY CLEANING	STEAM CLEANING TILE THROUGHOUT BUILDING	101-265-935.603	1,500.00
09/08/2022	GEN	40832	DTE ENERGY	91002083257	101-265-920.601	42.91
09/08/2022	GEN	40833	DTE ENERGY	910020833133	101-265-920.601	77.69
09/08/2022	GEN	40834	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	1,047.68
09/08/2022	GEN	40835	GRAND TRAVERSE COUNTY DPW	5105021	101-265-920.602	344.84
09/08/2022	GEN	40836	GRAND TRAVERSE COUNTY DPW	5590511	308-000-935.000	17.85
09/08/2022	GEN	40837	LANDGREEN LAWN CARE	FERTILIZER - SA MEDIANS/WOODMERE MEDIANS/TOW	101-265-935.602	533.00



Check Date	Bank	Check #	Payee	Description	GL #	Amount
09/08/2022	GEN	40838	LANDGREEN LAWCARE	FERTILIZER/AERATE ATHLETIC FIELD	308-000-935.000	3,012.00
09/08/2022	GEN	40839	LAUTNER IRRIGATION INC	MEDIANS START-UP AND PARTS REPLACEMENT	101-265-935.602	1,026.70
09/08/2022	GEN	40840	LAUTNER IRRIGATION INC	PARTS - SILVER LAKE	308-000-935.000	609.51
09/08/2022	GEN	40841	PREMIER OUTDOORS OF TRAVERSE CITY	TOWN HALL MOWING	101-265-935.602	575.00
09/08/2022	GEN	40842	PREMIER OUTDOORS OF TRAVERSE CITY	SL PARK MOWING	308-000-935.000	2,400.00
09/08/2022	GEN	40843	STAPLES	KLEENEX/PAPER/SURGE PROTECTOR/FILE BOXES/INK	101-101-726.000	273.72
		40843		KLEENEX/PAPER/SURGE PROTECTOR/FILE BOXES/INK	101-191-726.000	124.17
		40843		KLEENEX/PAPER/SURGE PROTECTOR/FILE BOXES/INK	101-253-726.000	21.63
						<hr/> 419.52
09/08/2022	GEN	40844	TRAVERSE BAY SIDING INC	RIVER EAST PAVILION	308-000-970.000	3,120.00
09/08/2022	GEN	40845	UNITED WAY	UNITED WAY	101-000-238.000	270.00
09/08/2022	GEN	40846	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	2,780.00
TOTAL - ALL FUNDS						142,775.21

--- GL TOTALS ---

101-000-084.861	DUE FROM #861 STREET LIGHTS	303.85
101-000-227.000	DEFERRED COMP	2,780.00
101-000-227.001	AFLAC	516.98
101-000-237.000	HSA (FORMERLY FLEX)	1,047.68
101-000-238.000	UNITED WAY	270.00
101-101-726.000	SUPPLIES	273.72
101-101-726.001	POSTAGE	2,178.48
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	464.86
101-101-805.000	CONTRACTED AND OTHER SERVICES	296.00
101-171-726.000	SUPPLIES	1,634.18
101-171-960.000	EDUCATION & TRAINING	19.00
101-171-965.000	DUES & PUBLICATIONS	968.27
101-191-726.000	SUPPLIES	325.05
101-191-901.000	ADVERTISING	139.50
101-191-935.015	COMPUTER SUPPORT SYSTEMS	2,100.00
101-253-726.000	SUPPLIES	21.63
101-253-965.000	DUES & PUBLICATIONS	199.00
101-265-726.003	SUPPLIES-MAINTANCE	340.56
101-265-850.000	TELEPHONE	261.74
101-265-920.601	HEATING / GAS	120.60
101-265-920.602	WATER / SEWER	344.84
101-265-920.603	LIGHTS BUILDING	1,022.90
101-265-935.602	LAWN MAINTENANCE	2,194.70
101-265-935.603	CLEANING SERVICE	3,050.00
101-400-805.000	CONTRACTED AND OTHER SERVICES	3,522.68
101-400-900.000	PRINTING & PUBLISHING	100.00
101-448-920.005	STREET LIGHTS TOWNSHIP	870.69
101-747-880.007	COM. PROM. - COMMUNITY AWAREN	746.13
101-806-862.000	GAS & CAR WASHES	527.17
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	1,605.20
101-851-873.040	INSURANCE - EMPLOYEE LIFE	337.91
101-900-970.002	CAPITAL OUTLAY - TOWNSHIP HAL	73,900.86

Check Date	Bank	Check #	Payee	Description	GL #	Amount
308-000-805.000			CONTRACTED AND OTHER SERVICES		419.83	
308-000-935.000			MAINTENANCE - MISC, EQUIP		7,544.50	
308-000-970.000			CAPITAL OUTLAY		32,326.70	
			TOTAL		142,775.21	



<b>Contractor's Application for Payment No. 5</b>	
Application Period: 7/31/2022	Application Date: 7/27/2022
To (Owner): Charter Township of Garfield	Via (Engineer): Gourdie Fraser, Inc.
Project: 3848 Veterans Dr, Traverse City, MI 49684	Engineer Address: 123 W Front St, Traverse City, MI 49684
Owner's Contract No.:	Engineer's Project No.: 21091

**Application For Payment  
Change Order Summary**

Approved Change Orders	Number	Additions	Deductions	
	1	\$18,000.00		<b>1. ORIGINAL CONTRACT PRICE</b> ..... \$ 405,339.00 <b>2. Net change by Change Orders</b> ..... \$ 18,000.00 <b>3. Current Contract Price (Line 1 + 2)</b> ..... \$ 423,339.00 <b>4. TOTAL COMPLETED AND STORED TO DATE</b> (Column F total on Progress Estimates)..... \$ 244,130.82 <b>5. RETAINAGE:</b> a. 10% X \$244,130.82 <b>Work Completed</b> ..... \$ 24,413.08 b. X <b>Stored Material</b> ..... \$ 24,413.08 c. <b>Total Retainage (Line 5.a + Line 5.b)</b> ..... \$ 24,413.08 <b>6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)</b> ..... \$ 219,717.74 <b>7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)</b> ..... \$ 207,751.96 <b>8. AMOUNT DUE THIS APPLICATION</b> ..... \$ 11,965.78 <b>9. BALANCE TO FINISH, PLUS RETAINAGE</b> (Column G total on Progress Estimates + Line 5.c above)..... \$ 203,621.26
<b>TOTALS</b>		\$18,000.00		
<b>NET CHANGE BY CHANGE ORDERS</b>		\$18,000.00		

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:  
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;  
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and  
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

**Contractor Signature**

By:

Date:

Payment of: \$ Eleven Thousand - Nine Hundred and Sixty Five Dollars and Seventy Eight Cents  
 (Line 8 or other - attach explanation of the other amount)

is recommended by: *Jeffrey Hodge* (Engineer) 8/1/2022 (Date)

Payment of: \$ Eleven Thousand - Nine Hundred and Sixty Five Dollars and Seventy Eight Cents  
 (Line 8 or other - attach explanation of the other amount)

is approved by: \_\_\_\_\_ (Owner) \_\_\_\_\_ (Date)

Approved by: \_\_\_\_\_ Funding or Financing Entity (if applicable) \_\_\_\_\_ (Date)







Contractor's Application for Payment No. <u>6</u>	
Application Period: 8/31/2022	Application Date: 8/30/2022
To: Charter Township of Garfield (Owner):	Via (Engineer): Gourdie Fraser, Inc.
Project: 3848 Veterans Dr. Traverse City, MI 49684	Engineer Address: 123 W Front St, Traverse City, MI 49684
Owner's Contract No.:	Engineer's Project No.: 21091

Application For Payment  
Change Order Summary

Change Order Summary		
Approved Change Orders		
Number	Additions	Deductions
1	\$18,000.00	

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:  
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;  
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and  
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By: \_\_\_\_\_ Date: \_\_\_\_\_

Payment of: \$ Seventeen Thousand, Two Hundred and Sixty-One Dollars and Thirty-Three Cents  
(Line 8 or other - attach explanation of the other amount)

is recommended by: Jerry Hodge (Engineer) 8/31/2022 (Date)

Payment of: \$ Seventeen Thousand, Two Hundred and Sixty-One Dollars and Thirty-Three Cents  
(Line 8 or other - attach explanation of the other amount)

is approved by: \_\_\_\_\_ (Owner) \_\_\_\_\_ (Date)

Approved by: \_\_\_\_\_ Funding or Financing Entity (if applicable) \_\_\_\_\_ (Date)



**Karen Leaver**

---

**From:** Lanie McManus  
**Sent:** Wednesday, September 7, 2022 2:24 PM  
**To:** Karen Leaver  
**Subject:** FW: Project Feed the kids raffle

**From:** tiffany mcqueer <projectfeedthekids@yahoo.com>  
**Sent:** Wednesday, September 7, 2022 1:15 PM  
**To:** Lanie McManus <lmcmamus@garfield-twp.com>  
**Subject:** Project Feed the kids raffle

We are a local nonprofit called Project Feed the Kids who has served our community with 125,000 free kids meals since 2020.

We have 3 coolers located in Traverse City, Kingsley, And Kalkaska. We pack 2,000 meals each week and place them in the cooler for families to pick up as they need. Our coolers are open 24 hours. No questions asked, if you need a meal, take a meal. There are no qualifications needed to take meals. Meals are around \$2 to produce. So we spend around \$4,000 a week to keep this program going. We host fundraisers to generate money for our program.

We are hosting our annual Pigs & Kids charity Pig Roast on September 18th. We are requesting approval for a raffle license to bring in more funding to our program. We are trying to feed as many family's as we can. We are trying to fight food insecurities among our youth, homeless, veterans and the elderly.

Tiffany McQueer President Project Feed the Kids





Charitable Gaming Division  
Box 30023, Lansing, MI 48909  
OVERNIGHT DELIVERY:  
101 E. Hillsdale, Lansing MI 48933  
(517) 335-5780  
www.michigan.gov/cg

Resolution 2022-19-T

## LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES

(Required by MCL 432.103(K)(ii))

At a Regular meeting of the Charter Township of Garfield Board  
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by \_\_\_\_\_ on September 13, 2022  
DATE

at 6:00 p.m. a.m./p.m. the following resolution was offered:  
TIME

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_

that the request from Project Feed the Kids of Traverse City,  
NAME OF ORGANIZATION CITY

county of Grand Traverse, asking that they be recognized as a  
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for Approval.  
APPROVAL/DISAPPROVAL

### APPROVAL

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

### DISAPPROVAL

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

I hereby certify that the foregoing is a true and complete copy of a resolution offered and  
adopted by the Charter Township of Garfield at a Regular  
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL  
meeting held on September 13, 2022.  
DATE

SIGNED: \_\_\_\_\_  
TOWNSHIP, CITY, OR VILLAGE CLERK

Lanie McManus, Charter Township of Garfield Clerk

PRINTED NAME AND TITLE

3848 Veterans Drive, Traverse City, MI 49684

ADDRESS

COMPLETION: Required.  
PENALTY: Possible denial of application.

BSL-CG-1153(R6/09)



Department of the Treasury  
Internal Revenue Service  
Tax Exempt and Government Entities  
P.O. Box 2508  
Cincinnati, OH 45201

PROJECT FEED THE KIDS INC  
C/O TIFFANY MCQUEER  
1081 W SOUTH AIRPORT RD  
TRAVERSE CITY, MI 49686-4737

Date:  
08/10/2021  
Employer ID number:  
86-2332012  
Person to contact:  
Name: Chris Brown  
ID number: 31503  
Telephone: 877-829-5500  
Accounting period ending:  
December 31  
Public charity status:  
170(b)(1)(A)(vi)  
Form 990 / 990-EZ / 990-N required:  
Yes  
Effective date of exemption:  
March 15, 2021  
Contribution deductibility:  
Yes  
Addendum applies:  
No  
DLN:  
26053481003551

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

*Stephen A. Martin*

Stephen A. Martin  
Director, Exempt Organizations  
Rulings and Agreements



GRETCHEN WHITMER  
GOVERNOR

State of Michigan  
Bureau of State Lottery  
101 E. Hillsdale • P.O. BOX 30023 • Lansing, Michigan 48909  
www.michigan.gov/cg • (517) 335-5780 • FAX (517) 267-2285



BRIAN NEILL  
COMMISSIONER

August 23, 2022

Organization ID: 141476

Tiffany McQueer  
Project Feed the Kids Inc  
1081 S Airport Rd  
Traverse City, MI 49686



Dear Tiffany McQueer:

We have received documentation to qualify your organization as a Local Civic organization to conduct licensed gaming events as allowed by Act 382 of the Public Acts of 1972, as amended.

To complete the qualification process, please submit the following information:

1. A copy of the organization's current bylaws or constitution, including membership criteria, signed and dated by your principal officer.
2. A copy of the letter from the IRS stating the organization is exempt from federal income tax under IRS code 501(c) or copies of one bank statement per year for the previous five years, excluding the current year, from 8/23/2017 to 8/23/2021.
3. If incorporated, a complete filed copy of your Articles of Incorporation, including all amendments.
4. A copy of a resolution passed by the local government stating the organization is a recognized nonprofit organization in the community; form enclosed.
5. A revenue and expense statement for the previous 12 month period to prove all assets are used for charitable purposes, i.e. 990's, treasurer's report, audit. Do not send check registers or cancelled checks. Explain the purpose of each expenditure made to an individual. Once the organization has conducted licensed gaming events, the Bureau may require the organization to provide additional proof that all assets are being used for charitable purposes.
6. A provision in the bylaws, constitution, or Articles of Incorporation indicating the organization will remain nonprofit forever.
7. A provision in the bylaws, constitution, or Articles of Incorporation, that all assets, and real property will revert to the local government or another nonprofit organization should the organization dissolve.
8. A written statement defining your membership criteria, if any. The charitable gaming rules require the licensed gaming event chairperson(s) be a bona fide member for 6 months. If you do not have general membership criteria, your chairperson(s) must be members of your board of directors.

Please enclose a copy of this letter with the requested information and mail, fax to 517/267-2285, or email to [CG-Additional-Info@michigan.gov](mailto:CG-Additional-Info@michigan.gov). Be sure to include your organization ID number 141476 on all correspondence submitted to our office. If you have any questions or need further assistance, please contact us at 517/335-5780.

Sincerely, Charitable Gaming Division

**CHARTER TOWNSHIP OF GARFIELD  
GRAND TRAVERSE COUNTY, MICHIGAN**

**RESOLUTION TO AMEND THE BUDGET**

**RESOLUTION #2022-20-T**

**BE IT HEREBY RESOLVED**, THAT we close the dormant Fifth Third Bank Retirement Insurance Fund (705) account and transfer the balance to the General Fund (101) in the total amount of \$348,706.86, plus September interest, be approved.

Moved:

Supported:

Yeas:

Nays:

Absent and excused:

The Chairman, Chuck Korn, declared the motion carried and Resolution 2022-20-T adopted this 13th day of September, 2022.

\_\_\_\_\_  
Lanie McManus, Clerk

**CERTIFICATION**

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2022-20-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of September 2022.

\_\_\_\_\_  
Lanie McManus, Clerk



August 29, 2022

Garfield Township Hall  
3848 Veterans Dr.  
Traverse City, MI 49684

Ref: Application from Outlook Development LLC to rezone land northwest of the intersection of Garfield and Hammond Rds. Parcel#05-023-042-50 & Parcel#05-023-042-60

To whom it May Concerns,

Upon reviewing the above notice, I would like to express my view on the above request. Haggard's Plumbing & Heating is not opposed to the changes of the property and/or the request. If a property owner is fortunate enough to have the ability and the recourses in this time to either build and/or improve their existing property, it would only help the economy continue to grow. It would prove positive for the local, county, and state to do all we can to improve and promote in anyways possible.

Sincerely,

John Haggard

*Haggard's Plumbing & Heating*



# Grand Traverse Sheriff's Office Citation, Accident & Arrest Statistics

July 2022

CORRECTED COPY 9/05/22

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme	9	0	1	23	1	3	24
02 Blair	19	0	3	17	4	27	20
03 East Bay	21	0	5	29	1	11	34
04 Fife Lake	9	0	0	5	1	3	5
05 Garfield	50	0	13	74	10	60	87
06 Grant	2	0	1	5	0	2	6
07 Green Lake	12	0	2	4	1	6	6
08 Long Lake	19	1	2	6	2	1	9
09 Mayfield	8	0	1	4	1	1	5
10 Peninsula	14	0	0	3	0	3	3
11 Paradise	4	0	2	6	1	3	8
12 Union	0	0	0	2	0	0	2
13 Whitewater	3	0	1	11	0	0	12
29 Fife Lake Vlg	0	0	0	2	0	0	2
30 Kingsley Vlg	2	0	0	0	1	0	0
66 Traverse City	11	0	0	1	2	35	1
84 Out of County	0	0	0	0	0	9	0
<b>Totals</b>	183	1	31	192	25	164	224
<b>Garfield Twp %</b>	<b>27.3%</b>	<b>0.0%</b>	<b>41.9%</b>	<b>38.5%</b>	<b>40.0%</b>	<b>36.6%</b>	<b>38.8%</b>

Ticket stats are based on what District Court has entered as of 8/01/22.

Arrest stats are as of 8/01/22.

# Grand Traverse Sheriff's Office Citation, Accident & Arrest Statistics


August 2022

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	Arrests		
					OWI	Criminal	
01 Acme	11	0	1	15	0	11	16
02 Blair	23	0	1	21	4	13	22
03 East Bay	36	0	5	29	3	8	34
04 Fife Lake	3	1	2	7	1	1	10
05 Garfield	48	1	11	81	10	77	93
06 Grant	1	0	0	0	0	3	0
07 Green Lake	15	0	0	9	2	12	9
08 Long Lake	3	0	0	9	0	1	9
09 Mayfield	3	0	4	6	0	1	10
10 Peninsula	18	0	3	5	1	4	8
11 Paradise	9	0	0	8	1	3	8
12 Union	0	0	0	0	0	0	0
13 Whitewater	5	0	1	6	0	1	7
29 Fife Lake Vlg	0	0	0	2	0	0	2
30 Kingsley Vlg	1	0	0	1	1	1	1
66 Traverse City	7	0	0	2	0	45	2
84 Out of County	0	0	0	0	0	8	0
Totals	183	2	28	201	23	189	231
Garfield Twp %	26.2%	50.0%	39.3%	40.3%	43.5%	40.7%	40.3%

Ticket stats are based on what District Court has entered as of 9/06/22.

Arrest stats are as of 9/02/22.



 <b>Charter Township of Garfield</b> <b>Planning Department Report No. 2022-83</b>			
Prepared:	September 6, 2022	Pages:	2
Meeting:	September 13, 2022 Township Board	Attachments:	<input type="checkbox"/>
Subject:	Planning Department Monthly Report for September 2022		

**PURPOSE:**

Staff provides a monthly report to the Township Board on activities of the Planning Department and the Planning Commission. Presentation of this report also provides a venue for the Township Board to have 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:

**Hammond Road Apartments – R-3 Zoning Map Amendment (Rezoning)**

- Location: 2051 N Garfield Road, northwest corner of Garfield and Hammond Roads
- Development Description: Proposed rezoning of about 24 acres from the Agricultural (A) to the Multi-Family Residential (R-3) zoning district.
- Status: Planning Commission conducted a public hearing on 7/13/2022; and adopted Findings of Fact and recommended approval of the application to the Township Board on 8/10/2022. Township introduced the application on 8/23/2022 and scheduled a public hearing for 9/13/2022.

**7Brew – Special Use Permit**

- Location: 2537 N US 31 South, near South Airport Road (former PNC Bank site)
- Development Description: Proposed drive-through coffee shop.
- Status: Planning Commission introduced the application on 7/13/2022. Commissioners expressed concerns about left-turn vehicular movements into and out of the site and there were some questions regarding site design. The application was tabled to allow the applicant to address these concerns and receive comments from OHM Advisors on their review of the applicants' traffic impact study. Staff has helped facilitate discussions between the applicant and OHM Advisors as they work to resolve the issues described above.

**Kensington West / Kensington Park Planned Unit Residential Development (PURD) – Major Amendment**

- Location: Woodward Avenue, north of South Airport Road
- Development Description: Amend PURD to accommodate expanded building footprints and meet sidewalk requirements.
- Status: The Planning Commission introduced the application on 7/13/2022 and scheduled a public hearing for 8/10/2022. The Planning Commission also gave preliminary approval of the proposed PURD amendment with conditions on 8/10/2022. Applicants are working towards final approval. Planning Commission will next have an opportunity to review this application on 9/14/2022.

**Brewery Terra Firma – Kitchen Concept**

- Location: 2959 Hartman Road, southeast corner of Hartman Road and Dracka Road
- Development Description: Conceptual review of a proposed kitchen space for the Brewery Terra Firma Planned Unit Development (PUD)
- Status: The Planning Commission will see a conceptual review of this proposal on 9/14/2022. The conceptual review included full public notice (newspaper and owners/residents within 300 feet).

**PLANNING:**

Other planning activities include the following:

- The Planning Commission has studied several topics for potential Zoning Ordinance amendments including wetland delineation and setback requirements, wetland setbacks for snow storage areas, outdoor display area standards, and changeable copy signs in industrial districts, at study sessions on 4/27/2022, 5/25/2022, and 6/22/2022. The Planning Commission formally introduced these proposed amendments at its meeting on 7/13/2022. They held a public hearing on 8/10/2022 and recommended the proposed amendments to the Township Board. The Township Board introduced the proposed Zoning Ordinance amendments package on 8/23/2022 and scheduled a public hearing for 9/13/2022.
- The Planning Commission will continue to study other potential Zoning Ordinance updates. At the study session on 8/24/2022, they held a discussion on potential updates to drive-through standards. Reviewing these standards may be especially beneficial after the Planning Commission has done several site plan reviews of drive-throughs over the past three years.
- At its study session on 8/24/2022, the Planning Commission discussed two items related to the Master Plan update process. Staff prepared a map of development activity since 2018, the last time the full Master Plan was updated, to study development trends since then. Most of the largest new developments since 2018 have been on LaFranier Road in the areas designated for High Density Residential. Staff also gave an overview of the East-West Corridor Study by the Grand Traverse County Road Commission as part of a discussion on transportation. As the Township updates its Master Plan, it will be important to understand the potential impact of Road Commission projects on the Township, such as the potential Hartman-Hammond bridge.
- Staff continues to work together with Environmental Consulting & Technology, Inc. (ECT) on the Grand Traverse Commons Natural Area Design Plan and continues to meet with key stakeholders and property owners from the area around the Commons Natural Area. The most recent open house was held on Wednesday August 10 at Kirkbride Hall to get feedback on the proposed park design, trail system, and site elements. The final steps of the design plan will include scoping potential future projects and a potential timeline for implementation. There is anticipated to be one more public engagement event in fall 2022.
- The 2022 Community Survey closed on August 31. 813 responses were received which equates to a 19.4% response rate. Staff is currently entering in all the mail in responses and preparing a summary report for the Township Board and Planning Commission.

**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**

### **Parks Report**

#### **Silver Lake Recreation Area**

More irrigation repairs. Original heads are starting to fail.

Two corners of the tennis court have had drainage installed to eliminate standing water on the court.

Tennis Courts resurfaced. Nets back up.

Aeration completed of the multi-purpose field.

Drug and weeded baseball field. New bases installed.

Trimming pine trees up before winter.

#### **Commons**

Trimmed and mowed back trails.

Continuing to stay on top of graffiti.

Open House had a great turn out. Many suggestions generated from survey & talking to users.

Will be reposting new trail maps (Charter Twp. replacing old Conservation District Maps) at all locations with Point # assigned to each one for users to describe location in the event of an emergency.

### **River East**

Bid awarded for Phase II (clear & grub, dog park, & irrigation).

Confirmed we received the Risk Reduction Grant money for cameras.

Pavilion roof sealed.

Mowing and trimming a walking loop on the high ground.

Looking to install new temporary foot bridges to replace old.

### **Boardman Valley**

Monitoring for encampments. Nothing to date found.

Brush hogged around pickle ball courts to prepare for tournament.

Installed new posters in kiosks. Used drone fly-over pictures.

Invoice sent to contractor for damaged parking bumpers.

## **Miller Creek**

Removed down trees.

Covered up graffiti on pines below the apartments.

Mowed and trimmed trailheads.

Replaced 10-12 boards on boardwalk in various areas.

Users requesting a picnic table behind Aldi's.

## **Kid's Creek**

Raked Chara (algae) from pond. Still some trout left. May rake one more time this Fall.

May need to start considering repair of benches over the creek, age is starting to show.

Mowed and trimmed trails.

Met with Ecosseed's Representative for potential plantings this Fall.

## **Buffalo Ridge Trail**

Township has been maintaining the trail this summer with Brush hog/mower.

Installed a picnic table on trail after a few requests from users.



## **Additional**

Kathleen has been working on new kiosk posters for the parks.

Sending new posters out to be laminated.

Purchased the trailer for our park's maintenance.

Finished budget for 2023.

## **Website**

Updating our website with new pictures and verbiage for each park. Adding [parks@garfield-twp.com](mailto:parks@garfield-twp.com) email to website.

Submitted Sept 6th, 2022

Derek Morton

Sean Kehoe



# Clerk's Report

For August 31, 2022

Submitted 09/08/22

To: The Garfield Township Board,

On the following pages you will find a copy of the Revenue and Expenditure Report. This Report is an informational report that gives you an overview of what has happened in that particular month, along with what has happened for the whole year. It also compares what has happened for the year with the Budget and gives you a final figure of what is left in that budgeted line item. The Budget is a tool to go by for that year. Nothing is guaranteed in the Budget, it is your best estimate. The Township's Budget is also a Cost Center Budget not a Line Item Budget, which means that what is important is the final figure. Some line items may run over as long as the final cost center total is not over. On this Report you will find the following captions on the top: Original and Amended Budget, Annual and Current Month, and finally Balance.

For the month of August in the General Fund, you will find that we had a total of \$592,233.11 Revenues and \$301,167.75 Expenditures. For the year we have a total of \$5,023,089.81 Revenues and \$3,006,856.62 Expenditures.

If you have any questions or would like further clarification, please feel free to contact me at: 231-941-1620.

Lanie McManus

Township Clerk

User: Lanie  
DB: Garfield

PERIOD ENDING 08/31/2022

GL NUMBER	DESCRIPTION	2022	2022	YTD BALANCE 08/31/2022	ACTIVITY FOR MONTH 08/31/2022	AVAILABLE BALANCE
		ORIGINAL BUDGET	AMENDED BUDGET			
Fund 101 - GENERAL OPERATING FUND						
Revenues						
Dept 000						
101-000-403.000	CURRENT REAL PROPERTY TAXES	2,063,466.84	2,063,466.84	1,814,888.75	22,480.68	248,578.09
101-000-407.000	DEL PERSONAL PROP TAXES	500.00	500.00	3,875.50	0.00	(3,375.50)
101-000-412.000	SWAMP TAX COLLECTIONS	50.00	50.00	0.00	0.00	50.00
101-000-414.000	Protected PRE Interest	500.00	500.00	1,320.73	0.00	(820.73)
101-000-423.000	TRAILER PARK FEES	9,000.00	9,000.00	6,840.50	763.00	2,159.50
101-000-441.000	Local Community Stabilization Share Tax	35,000.00	35,000.00	47,169.98	0.00	(12,169.98)
101-000-441.000	PENALTIES & INT. ON TAXES	4,000.00	4,000.00	9,076.39	0.00	(5,076.39)
101-000-445.000	BUILDING PERMITS	150,000.00	150,000.00	310,901.00	89,423.00	(160,901.00)
101-000-476.000	PLANNING FEES	10,000.00	10,000.00	14,000.00	1,100.00	(4,000.00)
101-000-476.001	MAINT INSPECTION FEES	50.00	50.00	7,714.00	0.00	(7,664.00)
101-000-476.002	TREASURER FEES	900.00	900.00	87.50	0.00	812.50
101-000-476.003	PARK USE FEES	0.00	0.00	6,025.00	530.00	(6,025.00)
101-000-476.004	ZONING FEES	15,000.00	15,000.00	12,224.90	1,540.00	2,775.10
101-000-528.000	OTHER FEDERAL GRANTS	922,410.00	922,410.00	935,863.88	0.00	(13,453.88)
101-000-574.000	STATE SHARED REVENUE	1,504,000.00	1,504,000.00	1,758,189.00	374,096.00	(254,189.00)
101-000-574.001	STATE SHARED REV. - LIQUOR LA	22,000.00	22,000.00	18,669.71	18,518.46	3,330.29
101-000-574.002	EVIP DISTRIBUTION	58,600.00	58,600.00	39,085.00	9,772.00	19,515.00
101-000-612.000	CHARGES FOR TOWNSHIP SERVICES	5,000.00	5,000.00	2,792.56	120.13	2,207.44
101-000-627.000	TAX COLLECTION FEES	25,000.00	25,000.00	18,087.50	0.00	6,912.50
101-000-656.000	Ordinance Enforcement Fees	700.00	700.00	66.67	0.00	633.33
101-000-664.000	EARNED INTEREST	40,000.00	40,000.00	40,240.58	1,175.81	(240.58)
101-000-668.002	RENTS & ROYALTIES CABLE VIS	250,000.00	250,000.00	195,613.26	66,344.92	54,386.74
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	22,000.00	22,000.00	18,778.87	6,369.11	3,221.13
101-000-670.000	UNREALIZED LOSS ON INVESTMENT	0.00	0.00	(265,406.00)	0.00	265,406.00
101-000-673.000	SALE OF FIXED ASSETS	50.00	50.00	0.00	0.00	50.00
101-000-676.000	REIMBURSEMENTS	100.00	100.00	9,793.31	0.00	(9,693.31)
101-000-676.001	Reimbursed Treasurer Legal Fees	100.00	100.00	70.60	0.00	29.40
101-000-676.003	Reimburse Essential Services (PILOT)	17,000.00	17,000.00	17,120.62	0.00	(120.62)

## EXPENDITURE REPORT FOR GARFIELD TOWNSHIP

PERIOD ENDING 08/31/2022

		2022				ACTIVITY FOR			
GL NUMBER	DESCRIPTION	ORIGINAL	2022	YTD BALANCE	MONTH	AVAILABLE	% BDDG	USED	
		BUDGET	AMENDED BUDGET	08/31/2022		BALANCE			
Fund 101 - GENERAL OPERATING FUND									
Expenditures									
Dept 101 - TOWNBOARD									
101-101-701.100	WAGES - TRUSTEE	13,000.00	13,000.00	7,000.00	1,350.00	6,000.00		53.85	
101-101-701.101	WAGES - FILE CLERK	41,986.81	41,986.81	27,458.42	3,230.41	14,528.39		65.40	
101-101-701.102	WAGES - TRUSTEE	13,000.00	13,000.00	5,325.00	1,100.00	7,675.00		40.96	
101-101-701.103	WAGES - TRUSTEE	13,000.00	13,000.00	5,325.00	850.00	7,675.00		40.96	
101-101-701.104	WAGES - TRUSTEE	13,000.00	13,000.00	5,175.00	1,100.00	7,825.00		39.81	
101-101-701.105	WAGES - OFFICE COORDINATOR	39,098.59	39,098.59	25,568.00	3,008.00	13,530.59		65.39	
101-101-726.000	SUPPLIES	6,000.00	6,000.00	4,421.41	251.43	1,578.59		73.69	
101-101-726.001	POSTAGE	10,000.00	10,000.00	7,042.78	2,178.48	2,957.22		70.43	
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	7,500.00	7,500.00	2,866.09	1,204.40	4,633.91		38.21	
101-101-801.002	LEGAL SERVICES - TOWNBOARD	10,000.00	10,000.00	5,653.27	0.00	4,346.73		56.53	
101-101-801.004	LEGAL -Tax Tribunal	10,000.00	10,000.00	25.00	0.00	9,975.00		0.25	
101-101-802.000	AUDIT AND ACCOUNTING	23,100.00	23,100.00	27,210.00	0.00	(4,110.00)		117.79	
101-101-805.000	CONTRACTED AND OTHER SERVICES	7,500.00	7,500.00	2,629.45	337.50	4,870.55		35.06	
101-101-860.000	MILEAGE	500.00	500.00	0.00	0.00	500.00		0.00	
101-101-900.000	PRINTING & PUBLISHING	3,500.00	3,500.00	2,748.86	0.00	751.14		78.54	
101-101-901.000	ADVERTISING	7,500.00	7,500.00	2,348.40	688.00	5,151.60		31.31	
101-101-960.000	EDUCATION & TRAINING	4,000.00	4,000.00	586.00	586.00	3,414.00		14.65	
101-101-965.101	DUES & PUBLICATIONS -TOWNBOAR	3,000.00	3,000.00	757.05	0.00	2,242.95		25.24	
101-101-965.102	DUES - MICHIGAN TOWNSHIP ASSO	7,000.00	7,000.00	6,853.00	0.00	147.00		97.90	
Total Dept 101 - TOWNBOARD		232,685.40	232,685.40	138,992.73	15,884.22	93,692.67		59.73	
Dept 171 - TOWNSHIP SUPERVISOR									
101-171-701.201	WAGES - SUPERVISOR	84,682.61	84,682.61	55,369.34	6,514.04	29,313.27		65.38	
101-171-701.202	WAGES - APPRAISER II	44,595.20	44,595.20	23,584.00	3,430.40	21,011.20		52.88	
101-171-701.203	WAGES - GIS	5,000.00	5,000.00	9,585.00	1,095.00	(4,585.00)		191.70	
101-171-701.204	WAGES - APPRAISER III	58,974.96	58,974.96	38,556.06	4,536.01	20,418.90		65.38	
101-171-701.205	WAGES - ASSESSOR	104,556.18	104,556.18	68,363.63	8,042.78	36,192.55		65.38	
101-171-726.000	SUPPLIES	2,000.00	2,000.00	341.21	49.54	1,658.79		17.06	
101-171-726.001	POSTAGE	3,500.00	3,500.00	3,163.68	0.00	336.32		90.39	
101-171-805.000	CONTRACTED AND OTHER SERVICES	32,500.00	32,500.00	14,069.29	0.00	18,430.71		43.29	
101-171-860.200	MILEAGE - SUPERVISOR	1,000.00	1,000.00	0.00	0.00	1,000.00		0.00	
101-171-860.201	MILEAGE - ASSESSOR	1,000.00	1,000.00	0.00	0.00	1,000.00		0.00	
101-171-900.000	PRINTING & PUBLISHING	2,850.00	2,850.00	2,348.16	0.00	501.84		82.39	
101-171-901.000	ADVERTISING	500.00	500.00	0.00	0.00	500.00		0.00	
101-171-960.000	EDUCATION & TRAINING	7,750.00	7,750.00	3,625.07	294.00	4,124.93		46.78	
101-171-960.200	EDUCATION - SUPERVISOR	1,000.00	1,000.00	0.00	0.00	1,000.00		0.00	
101-171-965.000	DUES & PUBLICATIONS	3,000.00	3,000.00	3,873.69	3,461.87	(873.69)		129.12	
Total Dept 171 - TOWNSHIP SUPERVISOR		352,908.95	352,908.95	222,879.13	27,423.64	130,029.82		63.15	
Dept 191 - ELECTIONS									
101-191-701.000	WAGES	80,000.00	80,000.00	33,215.25	20,788.25	46,784.75		41.52	
101-191-726.000	SUPPLIES	16,000.00	16,000.00	8,626.84	2,503.54	7,373.16		53.92	
101-191-726.001	POSTAGE	10,500.00	10,500.00	13,925.72	0.00	(3,425.72)		132.63	
101-191-860.000	MILEAGE	400.00	400.00	54.41	54.41	345.59		13.60	
101-191-901.000	ADVERTISING	600.00	600.00	232.60	232.60	367.40		38.77	
101-191-935.010	MACHINE MAINTENANCE	3,000.00	3,000.00	3,435.72	3,435.72	(435.72)		114.52	
101-191-935.015	COMPUTER SUPPORT SYSTEMS	5,000.00	5,000.00	2,100.00	2,100.00	2,900.00		42.00	
Total Dept 191 - ELECTIONS		115,500.00	115,500.00	61,590.54	29,114.52	53,909.46		53.33	

## EXPENDITURE REPORT FOR GARFIELD TOWNSHIP

PERIOD ENDING 08/31/2022

2022

ACTIVITY FOR

MONTH

YTD BALANCE

2022

ORIGINAL

BUDGET

AMENDED BUDGET

08/31/2022

AVAILABLE

BALANCE

% BDO

USED

GL NUMBER	DESCRIPTION	2022 ORIGINAL BUDGET	2022 AMENDED BUDGET	YTD BALANCE 08/31/2022	ACTIVITY FOR MONTH 08/31/22	AVAILABLE BALANCE	% BDO USED
<b>Fund 101 - GENERAL OPERATING FUND</b>							
<b>Expenditures</b>							
<b>Dept 215 - TOWNSHIP CLERK</b>							
101-215-701.300	WAGES - CLERK	84,682.61	84,682.61	55,369.34	6,514.04	29,313.27	65.38
101-215-701.302	WAGES - DEPUTY CLERK	54,693.00	54,693.00	35,760.86	4,207.16	18,932.14	65.38
101-215-701.303	WAGES - ACCOUNTANT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-215-726.000	SUPPLIES	1,500.00	1,500.00	39.05	0.00	1,460.95	2.60
101-215-860.300	MILEAGE - CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-860.301	MILEAGE - DEPUTY CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-956.016	MISCELLANEOUS	500.00	500.00	0.00	0.00	500.00	0.00
101-215-960.000	EDUCATION & TRAINING	6,000.00	6,000.00	2,069.09	0.00	3,930.91	34.48
101-215-965.000	DUES & PUBLICATIONS	700.00	700.00	340.00	0.00	360.00	48.57
<b>Total Dept 215 - TOWNSHIP CLERK</b>		<b>153,875.61</b>	<b>153,875.61</b>	<b>93,578.34</b>	<b>10,721.20</b>	<b>60,297.27</b>	<b>60.81</b>
<b>Dept 247 - BOARD OF REVIEW</b>							
101-247-701.400	WAGES - B OF R	1,500.00	1,500.00	625.00	125.00	875.00	41.67
101-247-701.401	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-247-701.402	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-247-701.403	WAGES - B OF R	1,500.00	1,500.00	1,500.00	250.00	0.00	100.00
101-247-960.000	EDUCATION & TRAINING	200.00	200.00	0.00	0.00	200.00	0.00
<b>Total Dept 247 - BOARD OF REVIEW</b>		<b>6,200.00</b>	<b>6,200.00</b>	<b>2,125.00</b>	<b>375.00</b>	<b>4,075.00</b>	<b>34.27</b>
<b>Dept 253 - TOWNSHIP TREASURER</b>							
101-253-701.500	WAGES - TREASURER	84,682.61	84,682.61	55,369.34	6,514.04	29,313.27	65.38
101-253-701.501	WAGES - ASSISTANT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-253-701.502	WAGES - DEPUTY TREASURER	54,693.00	54,693.00	35,760.86	4,207.16	18,932.14	65.38
101-253-726.000	SUPPLIES	2,500.00	2,500.00	286.95	169.02	2,213.05	11.48
101-253-726.001	POSTAGE	6,000.00	6,000.00	3,737.39	0.00	2,262.61	62.29
101-253-801.000	LEGAL SERVICES	3,000.00	3,000.00	205.00	0.00	2,795.00	6.83
101-253-809.000	Bank Fees	300.00	300.00	0.00	0.00	300.00	0.00
101-253-860.500	MILEAGE - TREASURER	700.00	700.00	195.86	0.00	504.14	27.98
101-253-860.501	MILEAGE - DEPUTY TREASURER	500.00	500.00	123.32	0.00	376.68	24.66
101-253-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	740.18	0.00	1,259.82	37.01
101-253-901.000	ADVERTISING	100.00	100.00	0.00	0.00	100.00	0.00
101-253-960.000	EDUCATION & TRAINING	4,500.00	4,500.00	2,789.15	0.00	1,710.85	61.98
101-253-965.000	DUES & PUBLICATIONS	500.00	500.00	349.00	199.00	151.00	69.80
<b>Total Dept 253 - TOWNSHIP TREASURER</b>		<b>164,475.61</b>	<b>164,475.61</b>	<b>99,557.05</b>	<b>11,089.22</b>	<b>64,918.56</b>	<b>60.53</b>
<b>Dept 258 - COMPUTER SUPPORT</b>							
101-258-726.000	SUPPLIES	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-258-935.015	COMPUTER SUPPORT SYSTEMS	40,000.00	40,000.00	24,676.24	216.24	15,323.76	61.69
101-258-935.016	COMPUTER NETWORK	2,000.00	2,000.00	1,080.38	149.98	919.62	54.02
<b>Total Dept 258 - COMPUTER SUPPORT</b>		<b>45,000.00</b>	<b>45,000.00</b>	<b>25,756.62</b>	<b>366.22</b>	<b>19,243.38</b>	<b>57.24</b>
<b>Dept 265 - TOWNSHIP HALL</b>							
101-265-701.011	Maintenance Wages	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
101-265-726.003	SUPPLIES-MAINTANCE	3,500.00	3,500.00	3,335.70	583.92	164.30	95.31
101-265-850.000	TELEPHONE	18,000.00	18,000.00	9,345.51	1,078.61	8,654.49	51.92
101-265-920.601	HEATING / GAS	12,000.00	12,000.00	8,459.83	142.06	3,540.17	70.50
101-265-920.602	WATER / SEWER	6,000.00	6,000.00	1,284.85	311.47	4,715.15	21.41

PERIOD ENDING 08/31/2022

GL NUMBER	DESCRIPTION	2022		YTD BALANCE 08/31/2022	ACTIVITY FOR MONTH 08/31/22	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-265-920.603	LIGHTS BUILDING	14,000.00	14,000.00	8,031.40	2,052.19	5,968.60	57.37
101-265-935.601	SNOW PLOWING	10,000.00	10,000.00	2,650.00	0.00	7,350.00	26.50
101-265-935.602	LAWN MAINTENANCE	10,000.00	10,000.00	2,636.00	280.00	7,364.00	26.36
101-265-935.603	CLEANING SERVICE	27,381.02	27,381.02	11,000.00	2,900.00	16,381.02	40.17
101-265-935.604	RUBBISH REMOVAL	1,200.00	1,200.00	855.77	108.19	344.23	71.31
101-265-935.605	BUILDING REPAIR	10,000.00	10,000.00	416.97	0.00	9,583.03	4.17
101-265-935.606	ELECTRONIC PROTECTION SYSTEM	1,500.00	1,500.00	1,107.18	0.00	392.82	73.81
101-265-935.608	MAINTENANCE-OTHER	20,000.00	20,000.00	9,536.52	3,249.60	10,463.48	47.68
Total Dept 265 - TOWNSHIP HALL		136,081.02	136,081.02	58,659.73	10,706.04	77,421.29	43.11
Dept 301 - POLICE SERVICES							
101-301-830.000	POLICE CONTRACT	1,400,000.00	1,400,000.00	626,557.45	0.00	773,442.55	44.75
Total Dept 301 - POLICE SERVICES		1,400,000.00	1,400,000.00	626,557.45	0.00	773,442.55	44.75
Dept 371 - TOWNSHIP BUILDING INSPECTOR							
101-371-701.702	WAGES BUILDING ASSISTANT	17,688.32	17,688.32	11,576.13	1,361.92	6,112.19	65.45
101-371-701.703	WAGES - BUILDING OFFICIAL	87,508.80	87,508.80	57,217.24	6,731.44	30,291.56	65.38
101-371-701.704	WAGES - BUILDING INSPECTOR	25,750.00	25,750.00	13,330.00	1,627.50	12,420.00	51.77
101-371-701.705	WAGES - CONSTRUCTION BOARD	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-371-726.000	SUPPLIES	1,000.00	1,000.00	295.40	0.00	704.60	29.54
101-371-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	62.00	0.00	938.00	6.20
101-371-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	345.00	0.00	655.00	34.50
Total Dept 371 - TOWNSHIP BUILDING INSPECTOR		134,947.12	134,947.12	82,825.77	9,720.86	52,121.35	61.38
Dept 400 - PLANNING COMMISSION							
101-400-701.800	WAGES - PLANNING	3,200.00	3,200.00	1,625.00	125.00	1,575.00	50.78
101-400-701.801	WAGES - PLANNING	3,200.00	3,200.00	1,875.00	375.00	1,325.00	58.59
101-400-701.802	WAGES - PLANNING	3,200.00	3,200.00	1,625.00	250.00	1,575.00	50.78
101-400-701.804	WAGES - PLANNING	3,200.00	3,200.00	1,500.00	125.00	1,700.00	46.88
101-400-701.805	WAGES - PLANNING	3,200.00	3,200.00	1,750.00	250.00	1,450.00	54.69
101-400-701.806	WAGES - PLANNING	3,200.00	3,200.00	1,625.00	250.00	1,575.00	50.78
101-400-701.808	WAGES - PLANNING	3,200.00	3,200.00	1,875.00	375.00	1,325.00	58.59
101-400-801.000	LEGAL SERVICES	25,000.00	25,000.00	99.00	0.00	24,901.00	0.40
101-400-805.000	CONTRACTED AND OTHER SERVICES	6,000.00	6,000.00	4,834.43	3,907.68	1,165.57	80.57
101-400-900.000	PRINTING & PUBLISHING	1,000.00	1,000.00	1,100.00	1,100.00	(100.00)	110.00
101-400-901.000	ADVERTISING	2,000.00	2,000.00	717.30	241.85	1,282.70	35.87
101-400-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	393.75	0.00	1,606.25	19.69
101-400-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	384.00	384.00	616.00	38.40
Total Dept 400 - PLANNING COMMISSION		59,400.00	59,400.00	19,403.48	7,383.53	39,996.52	32.67
Dept 401 - TOWNSHIP PLANNER							
101-401-701.900	WAGES - DIRECTOR OF PLANNING	82,781.14	82,781.14	54,126.13	6,367.78	28,655.01	65.38
101-401-701.901	WAGES - DEPUTY PLANNER	59,068.44	59,068.44	38,621.45	4,543.70	20,446.99	65.38
101-401-701.902	WAGES - PLANNER ASSISTANT	13,723.58	13,723.58	8,682.37	1,021.45	5,041.21	63.27
101-401-726.000	SUPPLIES	1,000.00	1,000.00	224.59	0.00	775.41	22.46
101-401-860.900	MILEAGE - TOWNSHIP PLANNER	300.00	300.00	0.00	0.00	300.00	0.00
101-401-860.901	MILEAGE - DEPUTY PLANNER	300.00	300.00	0.00	0.00	300.00	0.00
101-401-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	775.00	0.00	1,225.00	38.75



PERIOD ENDING 08/31/2022

GL NUMBER	DESCRIPTION	2022		YTD BALANCE 08/31/2022	ACTIVITY FOR MONTH 08/31/22	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-401-960.000	EDUCATION & TRAINING	5,000.00	5,000.00	1,512.80	1,262.80	3,487.20	30.26
101-401-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	158.89	0.00	841.11	15.89
Total Dept 401 - TOWNSHIP PLANNER		165,173.16	165,173.16	104,101.23	13,195.73	61,071.93	63.03
Dept 410 - ZONING BOARD OF APPEALS							
101-410-701.001	WAGES - ZONING	1,200.00	1,200.00	250.00	125.00	950.00	20.83
101-410-701.002	WAGES - ZONING	1,200.00	1,200.00	375.00	125.00	825.00	31.25
101-410-701.003	WAGES - ZONING	1,200.00	1,200.00	250.00	0.00	950.00	20.83
101-410-701.004	WAGES - ZONING	1,200.00	1,200.00	475.00	125.00	725.00	39.58
101-410-701.005	WAGES - ZONING	1,200.00	1,200.00	250.00	125.00	950.00	20.83
101-410-801.000	LEGAL SERVICES	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-410-805.000	CONTRACTED AND OTHER SERVICES	1,000.00	1,000.00	185.50	79.50	814.50	18.55
101-410-901.000	ADVERTISING	2,000.00	2,000.00	279.65	142.95	1,720.35	13.98
101-410-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 410 - ZONING BOARD OF APPEALS		20,000.00	20,000.00	2,065.15	722.45	17,934.85	10.33
Dept 412 - ZONING ADMINISTRATOR							
101-412-701.601	WAGES - ZONING ADMINISTRATOR	59,068.44	59,068.44	38,621.62	4,543.72	20,446.82	65.38
101-412-701.602	WAGES - ZONING CODE ENFORCER	27,809.60	27,809.60	18,990.32	2,139.20	8,819.28	68.29
101-412-726.000	SUPPLIES	1,000.00	1,000.00	307.00	0.00	693.00	30.70
101-412-860.601	MILEAGE - ZONING ADMIN	150.00	150.00	0.00	0.00	150.00	0.00
101-412-860.602	MILEAGE - DEPT ZONING	150.00	150.00	0.00	0.00	150.00	0.00
101-412-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	281.25	0.00	1,718.75	14.06
101-412-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 412 - ZONING ADMINISTRATOR		90,678.04	90,678.04	58,200.19	6,682.92	32,477.85	64.18
Dept 448 - STREET LIGHTS - TOWNSHIP							
101-448-920.005	STREET LIGHTS TOWNSHIP	96,000.00	96,000.00	33,465.15	6,071.55	62,534.85	34.86
Total Dept 448 - STREET LIGHTS - TOWNSHIP		96,000.00	96,000.00	33,465.15	6,071.55	62,534.85	34.86
Dept 747 - COMMUNITY PROMOTIONS							
101-747-880.003	COM. PROM. - ECONOMIC DEVELOPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-747-880.004	COM. PROM. - TC-TALUS	3,000.00	3,000.00	3,000.00	0.00	0.00	100.00
101-747-880.007	COM. PROM. - COMMUNITY AWAREN	20,000.00	20,000.00	10,783.63	746.13	9,216.37	53.92
101-747-880.008	COM. PROM. - CONTRACTED SERVI	50.00	50.00	0.00	0.00	50.00	0.00
101-747-880.009	COM. PROM. - TREE CARE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-747-880.011	COM. PROM. - P.E.G.	100,000.00	100,000.00	63,945.55	20,814.29	36,054.45	63.95
Total Dept 747 - COMMUNITY PROMOTIONS		125,050.00	125,050.00	77,729.18	21,560.42	47,320.82	62.16
Dept 806 - TOWNSHIP VEHICLES							
101-806-862.000	GAS & CAR WASHES	2,500.00	2,500.00	2,251.35	527.17	248.65	90.05
101-806-863.000	OIL CHANGES	500.00	500.00	0.00	0.00	500.00	0.00
101-806-864.000	MISCELLANEOUS	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 806 - TOWNSHIP VEHICLES		4,500.00	4,500.00	2,251.35	527.17	2,248.65	50.03

User: Lanie  
DB: Garfield

PERIOD ENDING 08/31/2022

		2022		ACTIVITY FOR			
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2022 AMENDED BUDGET	YTD BALANCE 08/31/2022	MONTH 08/31/22	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
101-851-701.000	WAGES	2,000.00	2,000.00	5,250.84	750.12	(3,250.84)	262.54
101-851-701.027	UNEMPLOYMENT	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-851-873.001	John Hancock 403B	106,000.00	106,000.00	109,805.18	0.00	(3,805.18)	103.59
101-851-873.010	SOCIAL SECURITY - EMPLOYER	85,000.00	85,000.00	57,498.00	7,132.38	27,502.00	67.64
101-851-873.020	VACATION & PERSONAL PAYOUT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	426,000.00	426,000.00	308,008.90	24,127.00	117,991.10	72.30
101-851-873.040	INSURANCE - EMPLOYEE LIFE	10,000.00	10,000.00	3,037.63	337.91	6,962.37	30.38
101-851-912.001	INSURANCE - LIABILITY	14,000.00	14,000.00	14,086.00	0.00	(86.00)	100.61
101-851-912.002	INSURANCE - WORKMENS COMP.	8,000.00	8,000.00	9,403.00	0.00	(1,403.00)	117.54
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		656,000.00	656,000.00	507,089.55	32,347.41	148,910.45	77.30
Dept 890 - CONTINGENCIES							
101-890-890.000	CONTINGENCIES	11,862.58	11,862.58	0.00	0.00	11,862.58	0.00
Total Dept 890 - CONTINGENCIES		11,862.58	11,862.58	0.00	0.00	11,862.58	0.00
Dept 900 - CAPITAL OUTLAY							
101-900-970.001	CAPITAL OUTLAY - ELECTIONS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-900-970.002	CAPITAL OUTLAY - TOWNSHIP HAL	400,000.00	400,000.00	233,656.76	97,275.65	166,343.24	58.41
101-900-970.003	CAPITAL OUTLAY - COMPUTER	15,000.00	15,000.00	6,895.52	0.00	8,104.48	45.97
101-900-970.004	CAPITAL OUTLAY - VEHICLES	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
101-900-970.005	CAPITAL OUTLAY - LAND	50.00	50.00	0.00	0.00	50.00	0.00
Total Dept 900 - CAPITAL OUTLAY		447,050.00	447,050.00	240,552.28	97,275.65	206,497.72	53.81
Dept 965 - TRANSFERS TO OTHER FUNDS							
101-965-990.308	TRANSFERS TO #308 PARK SYS	549,476.70	549,476.70	549,476.70	0.00	0.00	100.00
Total Dept 965 - TRANSFERS TO OTHER FUNDS		549,476.70	549,476.70	549,476.70	0.00	0.00	100.00
TOTAL EXPENDITURES		4,966,864.19	4,966,864.19	3,006,856.62	301,167.75	1,960,007.57	60.54
Fund 101 - GENERAL OPERATING FUND:							
TOTAL EXPENDITURES		4,966,864.19	4,966,864.19	3,006,856.62	301,167.75	1,960,007.57	60.54

## EXPENDITURE REPORT FOR GARFIELD TOWNSHIP

PERIOD ENDING 08/31/2022

GL NUMBER	DESCRIPTION	2022		YTD BALANCE 08/31/2022	ACTIVITY FOR MONTH 08/31/22	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 308 - PARK SYSTEM FUND							
Expenditures							
Dept 000							
308-000-701.905	WAGES - REC BOARD	5,200.00	5,200.00	2,125.00	0.00	3,075.00	40.87
308-000-701.906	Parks Steward	27,809.60	27,809.60	18,183.20	2,139.20	9,626.40	65.38
308-000-701.907	Park Steward 2	22,089.60	22,089.60	14,368.86	1,699.20	7,720.74	65.05
308-000-801.000	LEGAL SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
308-000-805.000	CONTRACTED AND OTHER SERVICES	400.00	400.00	419.83	419.83	(19.83)	104.96
308-000-864.000	MISCELLANEOUS	800.00	800.00	0.00	0.00	800.00	0.00
308-000-880.001	COM. PROM. - SILVER LAKE PARK	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.006	COM. PROM. - BVNP (YMCA)	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.008	COM. PROM. - Cont. Serv GTCD	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
308-000-880.012	COM. PROM. - GT COMMONS	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.013	COM. PROM. - BOARDMAN RIVER	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.014	COM. PROM. - MILLER CREEK	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.016	COM. PROM. - KIDS CREEK PARK	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.019	RIVER EAST RECREATION AREA	100.00	100.00	0.00	0.00	100.00	0.00
308-000-890.000	CONTINGENCIES	9,503.30	9,503.30	0.00	0.00	9,503.30	0.00
308-000-935.000	MAINTENANCE - MISC, EQUIP	97,190.00	97,190.00	44,569.29	5,357.38	52,620.71	45.86
308-000-970.000	CAPITAL OUTLAY	460,000.00	460,000.00	125,214.14	31,944.20	334,785.86	27.22
Total Dept 000		639,692.50	639,692.50	204,880.32	41,559.81	434,812.18	32.03
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
308-851-873.010	SOCIAL SECURITY - EMPLOYER	4,784.20	4,784.20	2,620.22	289.81	2,163.98	54.77
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		4,784.20	4,784.20	2,620.22	289.81	2,163.98	54.77
TOTAL EXPENDITURES							
		644,476.70	644,476.70	207,500.54	41,849.62	436,976.16	32.20
Fund 308 - PARK SYSTEM FUND:							
TOTAL EXPENDITURES							
		644,476.70	644,476.70	207,500.54	41,849.62	436,976.16	32.20

CHARTER TOWNSHIP OF GARFIELD  
GRAND TRAVERSE COUNTY, MICHIGAN

RESOLUTION #2022-14-T(c)

**TENTATIVE SPECIAL ASSESSMENT ROLL FOR  
BLUE STAR ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT**

WHEREAS, the Township Board of the Charter Township of Garfield, Grand Traverse County, Michigan, on September 13, 2022, after due and legal notice, has conducted a public hearing upon a proposed assessment roll prepared by the supervisor and assessing officer of the township for the purpose of defraying a portion of the costs of Road Improvement proposed to be completed within the Blue Star Road Improvement Special Assessment District as shown on the plans and specifications for such project; and

WHEREAS, such public hearing was preceded by proper notice in the Record Eagle, a newspaper of general circulation in the township, and by first-class mail notice to each property owner of record within said district and upon said assessment roll; and

WHEREAS, (no) written objections were received to said roll and levy; and

WHEREAS, the oral comments received indicated the reasonableness of the following amendments to said assessment roll; and

WHEREAS, a record of those present to protest, and of written protests, submitted at or before the public hearing was made a part of the minutes of the hearing; and

WHEREAS, it is the opinion of the Township Board that no further time should be granted for consideration of the matter because of the time constraints in completing the road improvements before the end of the 2022 construction season; and

WHEREAS, the Township Board has duly inspected the proposed assessment roll and considered all comments and proposed amendments thereto and has found the proposed assessment roll, as amended, to be correct, just and reasonable;

NOW THEREFORE, BE IT HEREBY RESOLVED as follows:

1. The tentative assessment roll submitted by the supervisor and assessing officer of the township (as amended in the within resolution) shall hereafter be designated as Blue Star Road Improvement Special Assessment District and shall be hereby confirmed as the tentative assessment roll for said Special Assessment District.
2. The assessments in said Blue Star Road Improvement Special Assessment District shall be in one annual installment to be due on or before September 1<sup>st</sup>, 2023. All unpaid installments prior to transfer to the tax roll as provided by Michigan Public Act 188 of 1954, as amended, shall bear interest payable annually on each installment due date at the rate of 4.04%\* percent per annum commencing on the first installment due date hereinbefore set forth. Any payments made before such first installment due date shall not bear any such

interest. \*The interest rate will be based on the rate of the 10 year Treasury Bill (3.04% as of August 1, 2022), at the time the project is complete, plus 1.00% in accordance with Garfield Township's Special Assessment Rate and Term Policy.

3. The assessments made in said special assessment roll are hereby ordered and directed to be collected by the township treasurer, and the township clerk shall deliver said special assessment roll to said treasurer with his/her warrant attached, commanding the treasurer to collect such assessments in accordance with the direction of the Township Board and said PA 188.
4. All resolutions and parts of resolutions insofar as they conflict with the provision of the within resolutions be and the same are hereby rescinded.

Upon roll call vote, the following voted -

Ayes:

Nays:

Absent and Excused:

RESOLUTION 2022-14-T(c) DECLARED ADOPTED.

By:

\_\_\_\_\_  
Lanie McManus, Clerk  
Charter Township of Garfield

#### **CERTIFICATE**

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of September, 2022.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Lanie McManus, Clerk

09/07/2022  
11:02 AM

TENTATIVE SPECIAL ASSESSMENT LISTING FOR GARFIELD CHARTER TWP

Page: 1/1

Population: Special Assessment District (114)

DB: Garfield1

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
28-05-060-001-00	114, BLUE STAR RD IMP	10,720.37	CLASSIC MOTOR SPORTS & LAWN 3939 SOUTH BLUE STAR DR
28-05-060-002-00	114, BLUE STAR RD IMP	8,990.33	BECKMAN GREGORY D & BONITA C 4060 PENINSULA SHORE
28-05-060-047-00	114, BLUE STAR RD IMP	6,525.10	TC LAND HOLDINGS LLC 697 MIZAR CT
28-05-060-048-00	114, BLUE STAR RD IMP	7,227.77	TC LAND HOLDINGS LLC 697 MIZAR CT
28-05-060-064-00	114, BLUE STAR RD IMP	7,223.83	WHITEWATER IRRIGATION LLC 2995 SILVER FARMS LN
28-05-060-065-00	114, BLUE STAR RD IMP	6,250.21	WHITEWATER IRRIGATION LLC 2995 SILVER FARMS LN
28-05-060-066-00	114, BLUE STAR RD IMP	6,292.78	WEISS GREGORY & SUZANNE TRUSTEES 1721 BANISTER
28-05-060-067-00	114, BLUE STAR RD IMP	8,573.46	DONNELLY-CRANDALL LISA M (LC BUYER) PO BOX 5423
28-05-060-070-00	114, BLUE STAR RD IMP	6,346.06	ORTH MICHAEL J TRUST PO BOX 7123
28-05-060-071-00	114, BLUE STAR RD IMP	8,656.37	FEDERAL ARMORED TRUCK 2950 ROSA PARKS BLVD
28-05-060-073-00	114, BLUE STAR RD IMP	6,404.60	TZMK LLC 10451 BLUFF RD
28-05-060-074-00	114, BLUE STAR RD IMP	6,655.78	ORTH MICHAEL J TRUST PO BOX 7123
28-05-060-075-00	114, BLUE STAR RD IMP	6,324.78	JOZWIAK HOLDINGS LLC PO BOX 5342
28-05-060-076-00	114, BLUE STAR RD IMP	6,786.46	AH GENERAL PROPERTIES LLC 547 HIDDEN RIDGE DR
28-05-060-077-00	114, BLUE STAR RD IMP	8,020.72	GJT LLC 10 DIAMON AVE SE
28-05-060-087-00	114, BLUE STAR RD IMP	7,204.12	QUAD PARTNERS LLC 2944 PARTERRE PL
28-05-060-088-00	114, BLUE STAR RD IMP	8,074.72	CLASSIC MOTOR SPORTS & LAWN EQ 3939 S BLUE STAR DR
28-05-060-090-00	114, BLUE STAR RD IMP	11,005.71	SOUTH TRAVERSE CO 3945 SOUTH BLUE STAR DR
28-05-060-093-00	114, BLUE STAR RD IMP	6,186.34	GLP COMPANY LLC 3468 E COLONIAL DR
28-05-060-094-00	114, BLUE STAR RD IMP	6,452.50	MKS LAND LLC 3829 S BLUE STAR DR
28-05-060-095-00	114, BLUE STAR RD IMP	6,570.17	BLUE STAR LAND LLC 3829 SOUTH BLUE STAR DR
28-05-060-096-00	114, BLUE STAR RD IMP	6,529.63	SULLIVAN MATTHEW & KAREN 700 S 1ST ST
# OF PARCELS: 22	TOTALS:	163,021.81	



September 7, 2022

Garfield Township Board of Trustees  
Garfield Township Hall  
3848 Veterans Drive  
Traverse City, MI 49684

Subject: BATA/TCHC PUD Condition Number 2

Dear Garfield Township Trustees:

Per the condition of approval contained in our PUD RDO pertinent to the Traverse City Housing Commission's funding status and BATA's ability to proceed with construction, BATA is hereby respectfully requesting consideration of the attached update to satisfy this requirement. Please see attached for the update provided from TCHC, which includes a \$6 million State budget allocation, current investments to date, and an outline of their continued efforts. BATA is requesting action to acknowledge the attached summary of commitments as satisfactory in meeting the condition outlined in number 2 of the PUD RDO.

Thank you in advance for your consideration.

Respectfully,



Kelly Dunham  
Executive Director



---

**TRAVERSE CITY HOUSING COMMISSION**

150 Pine Street, Traverse City, Michigan, 49684

T: (231) 922-4915 | F: (231) 922-2893

TDD: (800) 649-3777

TCHousing.org

---

September 1, 2022

Kelly Dunham  
Executive Director  
Bay Are Transportation Authority  
3233 Cass Road  
Traverse City, Michigan 49684

Subject: The Flats at Carriage Commons (Workforce Housing) Update

Dear Kelly:

Please accept this letter as an official "update" on the progress the Traverse City Housing Commission has made on our Transportation Oriented Development (TOD) project on Lafranier Road. It has been a busy summer and much has happened since we purchased the property on August 1, 2022.

To begin with, at the end of June, the State of Michigan passed a budget bill that included a grant of \$6,000,000 to the TOD project on our property. Since you were a critical part of the advocacy for this request, you know that this grant will jump start at least one apartment building (1 out of 5) on this property. TCHC has met with MSHDA on several occasions about this funding and we have submitted a 4% tax credit application on August 1<sup>st</sup>. This funding will be structured into the capital stack as our own "gap financing" – this means that we do not need to rely upon MSDHA to fill the "gap" and therefore we are in a "non-competitive" round for which we anticipate being able to start construction next summer. This effort will produce a building with 65 apartments, with the majority of the units being one-bedroom and studio units.

We plan to use the 4% application in combination with an October 1, 2022 9% tax credit application. By having the 4% side of the deal ready to go, we will receive extra "points" for credit efficiency which will make our overall submission even more competitive. Our development team believes this really improves our chances to receive a 9% award (we had applied in a previous round but were unsuccessful) quite a bit. We are planning to apply under the "Strategic Initiatives" category this round due to the unique aspects of our collaboration on this property. This effort will produce a building with 53 apartments, with the majority of the units being one-bedroom and studio units.

This matrix spells out our plans for the first two buildings on our property:

Studio/One Bathroom	26
One Bedroom/One Bathroom	58
Two Bedroom/Two Bathroom	34
<b>Total</b>	<b>118</b>

We are planning to develop later phases in order to build out the entirety of the property (the other 3 apartment buildings) which will get us to the 215 units requested/expected in the PUD. By building two buildings at the same time, we should be able to take advantage of certain economies of scale in construction and save some money.

We are, in fact, seeking additional funding to help off-set the considerable costs of infrastructure on our property. Early estimates put the total infrastructure costs at nearly \$3,000,000.

As you know, TCHC, like BATA, has expended considerable resources during the "pre-development" phase of this project. No one can argue that we are not committed to making this happen. Here is a breakdown of our expenses as of Mid-August:

\$545,941 = Land Acquisition (paid to LaFranier Trust)  
\$125,737 = TCHC portion (or share) of general pre-development expenses (paid to BATA)  
\$ 30,801 = Land Use Consultants (paid to Mansfield & Associates)  
\$132,083 = Expenses incurred by Smith & Henzy for pre-development  
\$ 55,035 = Legal Expenses (paid to Kuhn Rogers)

**\$889,598 = Total Investment by TCHC**

With legal work on easements and other predevelopment issues under way, we will easily be over \$900,000 before the end of this month.

We are in the early stages of finalizing the partnership with Habitat for Humanity – Grand Traverse Region to build the 15 single family "for-sale" homes on the property. While they cannot begin to build housing until a large part of the infrastructure is constructed (i.e., roads), it is important to get part of the project moving forward so that they can plan and raise the funding to make this happen.

And finally, it should be noted that this project has garnered considerable attention and we have heard favorable comments from appointed and elected officials both here locally and at the State level. We have also heard from the community development world as well – this includes foundations, charities, and community development financial institutions (CDFIs). Everyone has offered to help in any way that they could. In fact, Rotary Charities and their

partner, Northern Trust, offered to provide all of the funding for the property acquisition. While we ultimately did not need that funding at that time, it certainly indicates significant local support for this project.

We have accomplished quite a bit since our PUD was approved at the beginning of summer and we are ready to go.

Respectfully,

A handwritten signature in black ink, appearing to read "Tony Lentych", written in a cursive style.

Tony Lentych,  
Executive Director



DocId:8364608

Tx:4221628

2022R-06791

STATE OF MICHIGAN

GRAND TRAVERSE COUNTY

RECORDED 04/20/2022 11:49:35 AM

PEGGY HAINES REGISTER OF DEEDS

PAGE 1 OF 11

Above Space for Recorder's Use

## **REPORT and DECISION ORDER**

*for*

**PUD 2020-02**

**Bay Area Transportation Authority (BATA)/Traverse City Housing Commission (TCHC)  
Transit-Oriented Mixed-Use Planned Unit Development**

### **CHARTER TOWNSHIP OF GARFIELD GRAND TRAVERSE COUNTY, MICHIGAN**

Owners: Bay Area Transportation Authority (BATA)  
3233 Cass Road  
Traverse City, MI 49684

Traverse City Housing Commission (TCHC)  
150 Pine Street  
Traverse City, MI 49684

WHEREAS, application having been made by the above named for the Bay Area Transportation Authority (BATA)/Traverse City Housing Commission (TCHC) Transit-Oriented Mixed-Use Planned Unit Development to construct 210 multi-family residential housing units, 15 single-family residential housing units, bus administrative office, bus storage garage, bus maintenance facility, transfer station, driver's restroom building, childcare center, and café/neighborhood commercial building on the following two described parcels:

Corner parcel: Part of the South  $\frac{1}{2}$  of the Southeast  $\frac{1}{4}$  of Section 23, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County, Michigan, more fully described as: BEGINNING at the South  $\frac{1}{4}$  corner of said Section 23; thence South 88 degrees 13 minutes 41 seconds East, along the South line of said section and centerline of Hammond Road, 1129.00 feet; thence North 00 degrees 07 minutes 20 seconds East, 402.19 feet; thence North 54 degrees 56 minutes 50 seconds West, 238.68 feet; thence North 42 degrees 07 minutes 21 seconds West, 90.69 feet; thence South 85 degrees 33 minutes 20 seconds West, 44.88 feet; thence North 76 degrees 54 minutes 36 seconds West, 513.94 feet; thence North 00 degrees 57 minutes 42 seconds East, 547.80 feet; thence North 88 degrees 17 minutes 53 seconds West, 67.82 feet; thence South 01 degrees 21 minutes 07 seconds West, 53.77 feet; thence South 48 degrees 58 minutes 54 seconds West, 40.66

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feet; thence North 41 degrees 01 minutes 06 seconds West, 25.00 feet; thence South 49 degrees 00 minutes 49 seconds West, 62.36 feet; thence North 89 degrees 03 minutes 38 seconds West, 23.84 feet; thence North 00 degrees 57 minutes 31 seconds West, 105.61 feet; thence North 88 degrees 17 minutes 53 seconds West, 130.98 feet; to the West line of said section; thence South 00 degrees 57 minutes 30 seconds West, 1241.84 feet, to the Point of Beginning. Contains 19.79 acres, more or less.

North parcel: Part of the South  $\frac{1}{2}$  of the Southeast  $\frac{1}{4}$  of Section 23, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County, Michigan, more fully described as: BEGINNING at the South  $\frac{1}{4}$  corner of said Section 23, thence North 00 degrees 57 minutes 30 seconds East, 1241.84 feet, along the North and South  $\frac{1}{4}$  line of said Section and the centerline of LaFranier Road, to the Point of Beginning; thence North 00 degrees 57 minutes 30 seconds East, 76.01 feet, along the North and South  $\frac{1}{4}$  line of said Section and the centerline of LaFranier Road to the South  $\frac{1}{8}$  line of said section; thence South 88 degrees 18 minutes 28 seconds East, 1318.74 feet, along said South  $\frac{1}{8}$  line; thence South 88 degrees 17 minutes 12 seconds East, 1314.98 feet, along said South  $\frac{1}{8}$  line to a point on the East line of said Section and the centerline of Garfield Road; thence South 01 degrees 03 minutes 09 seconds West, 325.23 feet, along said East line and centerline; thence South 82 degrees 34 minutes 42 seconds West, 409.62 feet; thence South 57 degrees 30 minutes 46 seconds West, 512.86 feet; thence North 89 degrees 12 minutes 14 seconds West, 680.10 feet; thence South 00 degrees 07 minutes 20 seconds West, 228.03 feet; thence North 54 degrees 56 minutes 50 seconds West, 238.68 feet; thence North 42 degrees 07 minutes 21 seconds West, 90.69 feet; thence South 85 degrees 33 minutes 20 seconds West, 44.88 feet; thence North 76 degrees 54 minutes 36 seconds West, 513.94 feet; thence North 00 degrees 57 minutes 42 seconds East, 547.80 feet; thence North 88 degrees 17 minutes 53 seconds West, 67.82 feet; thence South 01 degrees 21 minutes 07 seconds West, 53.77 feet; thence South 48 degrees 58 minutes 54 seconds West, 40.66 feet; thence North 41 degrees 01 minutes 06 seconds West, 25.00 feet; thence South 49 degrees 00 minutes 49 seconds West, 62.36 feet; thence North 89 degrees 03 minutes 38 seconds West, 23.84 feet; thence North 00 degrees 57 minutes 31 seconds East, 105.61 feet; thence North 88 degrees 17 minutes 53 seconds West, 130.98 feet to the Point on Beginning. Contains 33.43 acres, more or less.

WHEREAS, the Planning Commission adopted Findings of Fact for Planned Unit Development application number PUD-2020-02, dated February 9, 2022, incorporated herein by reference; and

WHEREAS, it has been demonstrated that the standards and conditions for approval set forth in the Garfield Township Zoning Ordinance have been met through the proposed Site Development Plan and Findings of Fact adopted by the Planning Commission and Township Board; and

WHEREAS, under the provisions of the Garfield Township Zoning Ordinance with due notice having been given and two (2) public hearings having been held on the above-referenced application; and

WHEREAS, the Planning Commission and Township Board have determined that the application meets each of the standards set forth in the Garfield Township Zoning Ordinance and Public Act 110 of 2006 (Michigan Zoning Enabling Act), as amended; and

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WHEREAS, the Planning Commission and Township Board have determined that certain conditions upon the use of the above-referenced property are necessary to protect the health, safety, and welfare of Garfield Township residents, to uphold the spirit and intent of the Garfield Township Zoning Ordinance, and to ensure that the development is appropriate; and

WHEREAS, all previous approvals are hereby ratified and confirmed except as modified by this Report and Decision Order; and;

NOW, THEREFORE, the Township Board does hereby enter this Report and Decision Order for the development and use of the above-referenced property as a transit-oriented mixed-use Planned Unit Development, subject to the following requirements:

1. **Development Plan.** Subject to the requirements set forth in this Report and Decision Order, the applicant's Development Plan described below, together with the sheets set out in the Schedule of Documents below, shall constitute the development and use allowed by this Special Use Permit.

#### DEVELOPMENT PLAN

Drawing Name	Original Issue Date	Latest Revision Date	Sheet	Scale
Cover Sheet	7-13-2020	3-11-2022	C1.0	N/A
Note Sheet	7-13-2020	3-11-2022	C1.1	N/A
Civil Details - Site	7-13-2020	3-11-2022	C1.2	N/A
Civil Details - Water	7-13-2020	3-11-2022	C1.3	N/A
Civil Details - Sanitary	7-13-2020	3-11-2022	C1.4	N/A
Civil Details - Sanitary	7-13-2020	3-11-2022	C1.5	N/A
Overall Existing Conditions Plan	7-13-2020	3-11-2022	C2.0	1"=100'
Demolition Plan	7-13-2020	3-11-2022	C2.1	1"=100'
Soil Erosion & Sedimentation Control Plan	7-13-2020	3-11-2022	C3.0	1"=60'
Overall Site Plan	7-13-2020	3-11-2022	C4.0	1"=100'
Site & Dimension Plan – North	7-13-2020	3-11-2022	C4.1	1"=50'
Site & Dimension Plan – South	7-13-2020	3-11-2022	C4.2	1"=50'
Overall Grading & Storm Plan	7-13-2020	3-11-2022	C5.0	1"=60'
Grading & Storm Plan - North	7-13-2020	3-11-2022	C5.1	1"=50'
Grading & Storm Plan - South	7-13-2020	3-11-2022	C5.2	1"=40'

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Overall Utility Plan	7-13-2020	3-11-2022	C6.0	1"=60'
Utility Plan – North	7-13-2020	3-11-2022	C6.1	1"=50'
Utility Plan – South	7-13-2020	3-11-2022	C6.2	1"=40'
Plan & Profile - Sanitary: Sta 0+00 to 11+00	7-13-2020	3-11-2022	C6.3	1"=40'
Plan & Profile - Sanitary: Sta 11+00 to 22+00	7-13-2020	3-11-2022	C6.4	1"=40'
Plan & Profile - Sanitary: Sta 22+00 to 33+00	7-13-2020	3-11-2022	C6.5	1"=40'
Plan & Profile - Sanitary: Sta 33+00 to 42+00 & Church	7-13-2020	3-11-2022	C6.6	1"=40'
Plan & Profile – Sanitary: Sta 42+00 to 52+00	7-13-2020	3-11-2022	C6.7	1"=40'
Plan & Profile – Water Main: Sta 52+00 to 64+00	7-13-2020	3-11-2022	C6.8	1"=40'
Plan & Profile - Water Main: Sta 64+00 to 69+00	7-13-2020	3-11-2022	C6.9	1"=40'
Plan & Profile – Water Main: Sta 69+00 to 79+00	7-13-2020	3-11-2022	C7.0	1"=40'
Plan & Profile – Water Main: Sta 79+00 to 90+00	7-13-2020	3-11-2022	C7.1	1"=40'
Plan & Profile – Water Main: Sta 90+00 to 103+00	7-13-2020	3-11-2022	C7.2	1"=40'
Plan & Profile – Water Main: Sta 103+00 to 114+00	7-13-2020	3-11-2022	C7.3	1"=40'
Landscape Plan - North	7-13-2020	3-11-2022	L1.0	1"=40'
Landscape Plan - South	7-13-2020	3-11-2022	L1.1	1"=40'
Landscape Plan - Apartments	7-13-2020	3-11-2022	L1.2	1"=40'
Signage Plan	7-13-2020	2-24-2022	C4.0	1"=50'
Progressive AE Photometric Plan	5-6-2021	5-6-2021	1 of 1	NTS
BATA Operations Center Architectural Rendering	N/A	N/A	N/A	NTS
BATA Operations Center Exterior Elevations	11-1-2021	11-1-2021	A201	1/16"=1.0'
Daycare Center Building Concept Renderings	1-20-2021	1-20-2021	N/A	NTS
Apartment Building Concept Renderings	1-20-2021	1-20-2021	N/A	NTS
Commercial Building Concept Renderings	1-20-2021	1-20-2021	N/A	NTS
BATA Employee Restroom Building Concept Renderings	1-20-2021	1-20-2021	N/A	NTS
BATA Bus Transfer Shelters Concept Renderings	1-20-2021	1-20-2021	N/A	NTS
Progressive AE Bus Wash Location Letter	9-1-2021	N/A	N/A	N/A

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BATA – New Headquarters Bus Wash Dryer Location	4-21-2021	4-21-2021	N/A	NTS
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2. **Documentation.** The representations made by the applicant in its application, as amended and incorporated as a part of the approval dated March 22, 2022, by the documents appearing in the Schedule of Documents below, and by the Development Plan as referenced above, have been relied upon by the Township in making its determination in this matter. It is a condition of this Report and Decision Order that the applicant shall abide by all representations in such documents and may not substantially deviate from such documents without the prior written consent of Garfield Township unless otherwise provided for in the Garfield Township Zoning Ordinance. The Schedule of Documents is as follows:

#### SCHEDULE OF DOCUMENTS

Document Name	Date
PUD Review Application (Date Received)	December 10, 2020
Application Written Impact Assessment (Date Received)	December 10, 2020
Site Plan Drawings and Documents (Date Received)	December 10, 2020
Completeness Review Letter by Planning Department	December 16, 2020
PUD Review Application (Date Received)	December 28, 2020
Application Written Impact Assessment (Date Received)	December 28, 2020
Site Plan Drawings and Documents (Date Received)	December 28, 2020
Completeness Review Letter by Planning Department	January 4, 2021
PUD Review Application (Date Received)	January 6, 2021
Application Written Impact Assessment (Date Received)	January 6, 2021
Site Plan Drawings and Documents (Date Received)	January 6, 2021
PD Report 2021-7 Planning Commission Meeting - Introduction	January 13, 2021
Planning Commission Meeting Minutes	January 13, 2021
PD Report 2021-23 Planning Commission Meeting – Public Hearing	February 10, 2021
Planning Commission Meeting Minutes	February 10, 2021
PD Report 2021-47 Planning Commission Meeting – Update	April 14, 2021
Planning Commission Meeting Minutes	April 14, 2021
PD Report 2021-55 Planning Commission Meeting – Update	April 28, 2021
Planning Commission Meeting Minutes	April 28, 2021

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PD Report 2021-63 Planning Commission Meeting – Findings of Fact	May 12, 2021
Planning Commission Meeting Minutes	May 12, 2021
PD Report 2021-65 Township Board Meeting – Preliminary Introduction	May 11, 2021
Township Board Meeting Minutes	May 11, 2021
PD Report 2021-67 Township Board Meeting – Preliminary Review	May 25, 2021
Township Board Meeting Minutes	May 25, 2021
PD Report 2021-116 Planning Commission Meeting - Update	September 8, 2021
Planning Commission Meeting Minutes	September 8, 2021
Completeness Review - BATA/TCHC Transit-Oriented Mixed-Use PUD Final Review	January 5, 2022
PD Report 2022-14 Planning Commission Meeting – Final Review/Findings of Fact	February 9, 2022
Planning Commission Meeting Minutes	February 9, 2022
PD Report 2022-18 Township Board Meeting – Final Review/Set Public Hearing	February 22, 2022
Township Board Meeting Minutes	February 22, 2022
PD Report 2022-24 Township Board Meeting – Final Review/Public Hearing/Decision	March 22, 2022
Township Board Meeting Minutes	March 22, 2022
Joint Development Agreement including Exhibit C – Proposed Development Schedule	August 21, 2021
Wetland Identification Report Verification by the Michigan Department of Environment, Great Lakes, and Energy (EGLE)	July 14, 2021
Draft Declaration of Conservation Easement	November 23, 2021
Draft Easement Grants for Cross-Access for Adjacent Two Properties (Approved projects: Village of LaFranier Woods PUD and Prince of Peace Church)	August 12, 2021
Traffic Impact Report Prepared by Progressive AE	March 5, 2021
Traffic Impact Report Review Prepared by OHM	April 28, 2021
Response to Traffic Impact Report Review Prepared by Progressive AE	May 5, 2021
Parking Program for Carriage Flats (Multi-Family Housing)	July 30, 2021
Grand Traverse County Road Commission Permit	January 3, 2022
Grand Traverse Metro Fire Department Review	August 26, 2021
Grand Traverse Metro Fire Department Review	November 1, 2021

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Township Engineer (GFA) Stormwater and Private Road Review	January 4, 2022
Township Engineer (GFA) Stormwater and Private Road Review	January 21, 2022
Township Engineer (GFA) Water and Sewer Review	January 3, 2022
Township Engineer (GFA) Stormwater and Private Road Review	March 16, 2022
Grand Traverse County Soil Erosion and Sedimentation Control Site Determination Form	November 18, 2021

**3. Further Conditions.** This Report and Decision Order is subject to the following conditions:

- a. The approval is for a transit-oriented, mixed use Planned Unit Development comprised of the following uses:
  - i. 210 multi-family residential units in five 3-story buildings
  - ii. 15 single-family residential lots
  - iii. An institutional use comprised of the following:
  - iv. Bus transfer station with three shelters and bathroom facility
  - v. Childcare center
  - vi. Neighborhood commercial building permitting the following uses:
    - i. Financial institution without drive-through
    - ii. Medical office, clinic
    - iii. Office
    - iv. Café, without drive-through. An establishment where food and drinks are prepared, served, and consumed, mostly within the principal building such as lunch counters, dairy bars, coffee shops, and other similar establishments.
    - v. Retail, low volume. The sale or rental of good or merchandise, including the rendering of services incidental to the sale of such goods, taking place in a building of less than five thousand (5,000) square feet. Low volume retail primarily services residents of the surrounding neighborhood.
    - vi. Service establishment, personal. Establishments primarily engaged in providing services involving the care of a person or their goods such as beauty shops, barber shops, laundry facility, jewelry repair shops, dry cleaning establishment (pickup only), and shoe repair, excluding the processing of physical materials.
- b. To ensure compliance with PUD eligibility requirements, after TCHC receives LIHTC Reservation Letter from MSHDA or equivalent grant award for workforce housing, BATA may begin construction of bus storage garage, bus maintenance garage, administration building, transfer station, and open space improvements in the Transit Phase. A copy of the LIHTC Reservation Letter from MSHDA or equivalent grant award shall be provided to the Township Board upon receipt by TCHC. TCHC must commence housing construction before BATA may make a request for Certificate of Occupancy. BATA must complete the transfer station and open space improvements in the Transit Phase at the same time or before completion of the bus storage garage, bus maintenance garage, and administration building.
- c. Upon purchase of the subject parcels by the applicant, the declaration of conservation easement shall be recorded with copies provided to the Township.
- d. All defeasible references and covenants shall be removed from both cross-access easement grants. Both easement grants shall provide descriptions of Parcel B. Upon purchase of the subject parcels by the applicant,

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the easement grants shall be reviewed by the Township and shall be recorded with copies provided to the Township.

- e. Approval of the land division of the subject parcels to conform to the site plan configuration of the Planned Unit Development.
  - f. Establishing any condominiums require review and approval by the Township prior to recording.
  - g. The requirements of the Township Engineer (GFA) review letter dated March 16, 2022 shall be met.
  - h. The applicant shall record promptly the Report and Decision Order (RDO) and any amendment to such order with the Grand Traverse County Register of Deeds in the chain of title for each parcel or portion thereof to which the RDO pertains. A copy of each recorded document shall be filed with the Township within thirty (30) days of final approval by the Township or approval shall be considered to have expired.
  - i. In the joint development agreement under Article III TCHC Funding of Section 3.07 the following verbiage in that statement is to be removed, "it will not in any way effect BATA's development of the Transit Phase on the Development Property, including but not limited to, BATA's ability to get a Certificate of Occupancy for the Transit Phase".
4. **Violations and Notice Requirements.** Any violation of these conditions shall serve as grounds for revocation of the Special Use Permit issued by Garfield Township. In the event of any such violation, the Township shall give written notice to the applicant by ordinary mail addressed to the applicant at the last address furnished to the Township by the applicant. The notice shall state that unless the violation is corrected or resolved to the satisfaction of the Township within 90 days from the date of the notice, then the Township may revoke the Special Use Permit following a public hearing. In the event that a public hearing becomes necessary, the Township shall establish the notice requirements, and such other conditions with respect to the hearing, as the Township may deem appropriate. After the hearing, if the Township revokes the Special Use Permit, then enforcement of the revocation may be made by application for appropriate relief in Grand Traverse County Circuit Court and the Township may recover all of the costs, including attorney fees, associated with or resulting from such violation or noncompliance.
5. **Fees and Expenses.** All fees and expenses charged to the applicant, pursuant to Garfield Township Ordinances, shall be paid before the Special Use Permit/Planned Unit Development approval becomes effective.
6. **Non-Vesting.** The Special Use Permit/Planned Unit Development approval contains certain pre-development conditions. To the full extent permitted by law, no rights shall vest in the applicant as a result of the approval of this Report and Decision Order, and the issuance of the Special Use Permit by Garfield Township, until the Township accepts in writing compliance with the pre-development conditions. Any violation of a continued condition or obligation of the Special Use Permit may be enforced by the Township in any manner authorized by law.
7. **Alteration, Amendment, or Cancellation of Special Use Permit.** This Special Use Permit shall not be altered, amended, or canceled except as provided for in the Garfield Township Zoning Ordinance.

[SIGNATURE LINES ON NEXT PAGE]

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The undersigned hereby certifies that he is the Supervisor of the Charter Township of Garfield, Grand Traverse County, Michigan, and that the foregoing Report and Decision Order reflects the approval granted by the Township on March 22, 2022.



Chuck Korn, Supervisor  
Charter Township of Garfield Board of Trustees

STATE OF MICHIGAN

)

COUNTY OF GRAND TRAVERSE

)ss

)

The foregoing instrument was acknowledged before me on April 19, 2022, by Chuck Korn, Supervisor of the Charter Township of Garfield Board of Trustees.



Notary Signature

KATHLEEN A. ROON

Notary Printed Name

Notary Public, GRAND TRAVERSE County, State of Michigan


My Commission expires: 4/21/2023

Acting in the County of: Grand Traverse

[SIGNATURES LINES CONTINUED ON NEXT PAGE]


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\_\_\_\_\_  
Kelly Dunham  
Executive Director


Page 10 of 11



  
Tony Lentych  
Executive Director

Acting in the County of: Grand Traverse



 <b>Charter Township of Garfield</b> <b>Planning Department Report No. 2022-85</b>		
Prepared:	September 6, 2022	Pages: 8
Meeting:	September 13, 2022 Township Board	Attachments: <input checked="" type="checkbox"/>
Subject:	Hammond Road Apartments R-3 Rezoning – Public Hearing	
File No:	Z-2022-02	Parcels: 05-023-042-50 and 05-023-042-60
Owner / Applicant:	Louis LaFranier Trust & Marvel LaFranier Trust / Outlook Development LLC	

**PURPOSE OF APPLICATION:**

This application requests the rezoning of land at the northwest of the intersection of Garfield and Hammond Roads, totaling 23.86 acres, from its current zoning of A-Agricultural to the R-3 Multi-Family Residential zoning district via the zoning Map Amendment process, without restriction. The land is further described as parcels 05-023-042-50 and 05-023-042-60. Previously portions of the parent parcel were approved as a Planned Unit Development (PUD) for the BATA/Traverse City Housing Commission Transit-Oriented Mixed-Use Development.

The application was introduced to the Planning Commission at its June 8, 2022 meeting and a public hearing was held on July 13, 2022. The Planning Commission adopted Findings of Fact and recommended approval of this application at its August 10, 2022 meeting. The Township Board set a public hearing for its September 13, 2022 meeting.

**SUBJECT PROPERTY:**

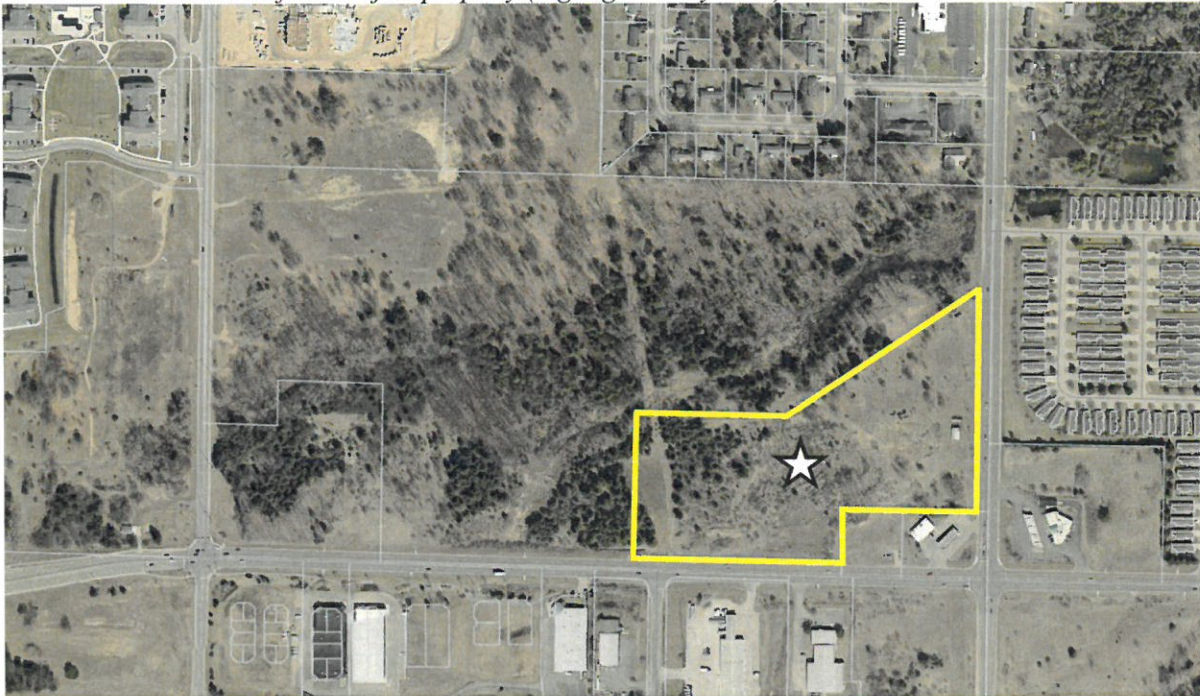
Historically, the subject property has been used for agricultural purposes. More recently, the property has not been actively farmed. There are extensive wetlands on the north and west sides of the property.

*Zoomed-out aerial view of the subject property (highlighted in yellow)*





*Zoomed-in aerial view of the subject property (highlighted in yellow)*



**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 subject parcel with the designation of “High Density Residential.” This designation is intended to “provide areas for medium- to high-density single and two-family residential dwelling units mixed with a variety of multi-family residential dwelling types, including apartments where adequate public facilities and services exist with capacity to serve such development.” Furthermore, the designation is “intended to encourage more intensive development in and near the core areas of the Township.”

Looking at surrounding properties shows the following Future Land Use designations:

- High Density Residential to the north along Garfield Road
- High Density Residential to the west along Hammond Road
- Agricultural / Rural Land is along the creek/wetland area along the north and west edges of the site
- Commercial at the immediate northwest corner of Garfield and Hammond Roads
- Industrial to the south across Hammond Road
- Commercial and High Density Residential to the east across Garfield Road

The most compatible zoning district for the “High Density Residential” designation is the R-3 Multi-Family Residential zoning district. R-R Rural Residential and R-1 One-Family Residential are both identified as potentially compatible districts. The proposed zoning of R-3 Multi-Family Residential is compatible with the Future Land Use for the subject site. An excerpt from the Zoning Plan for the R-3 zoning designation is provided below.



*Location and classification of subject property on Future Land Use Map ("FLUM"):*



*Excerpt from Zoning Plan matching proposed R-3 zoning for the subject property:*

<b>Master Plan Designation</b>	High Density Residential (6-10 units per acre)
<b>[Requested] Zoning</b>	R-3 Multi-Family Residential
<b>Zoning Ordinance District Intent</b>	The R-3 (Multi-Family Residential) districts provide areas for medium- to high-density single- and two-family residential dwelling units mixed with a variety of multi-family residential dwelling types, including apartments where adequate public facilities and services exist with capacity to serve such development. The districts are composed mainly of areas containing an existing mix of these dwelling types as well as areas within which such development appears likely and desirable. They are intended to encourage more intensive development in and near the core areas of the Township. The R-3 districts are designed to encourage a suitable neighborhood environment for family life by including among the permitted uses such facilities as schools, places of worship and parks that will promote a sense of community, urban vitality and the efficient provision of infrastructure. R-3 district regulations are designed to allow for market and design flexibility while preserving the neighborhood character and permitting applicants to cluster development in order to preserve environmentally sensitive and natural land areas.
<b>Potentially Compatible District</b>	R-2 Two-Family Residential / R-1 One-Family Residential
<b>Considerations for Downzoning (Less Density)</b>	Allowing a downzoning in designated redevelopment areas may be detrimental to the overall redevelopment plan. In some cases, however, when platted subdivisions are in play, a downzoning may accelerate the redevelopment process. Areas designated as R-3 are typically located close to the City core and amenities. The R-3 district is consistent with the High Density Residential Zoning classification; however, where platted subdivisions are prevalent, an R-1 or R-2 designation may be more appropriate and compatible.
<b>Considerations for Upzoning (More Density)</b>	The R-3 district allows the greatest density possible.



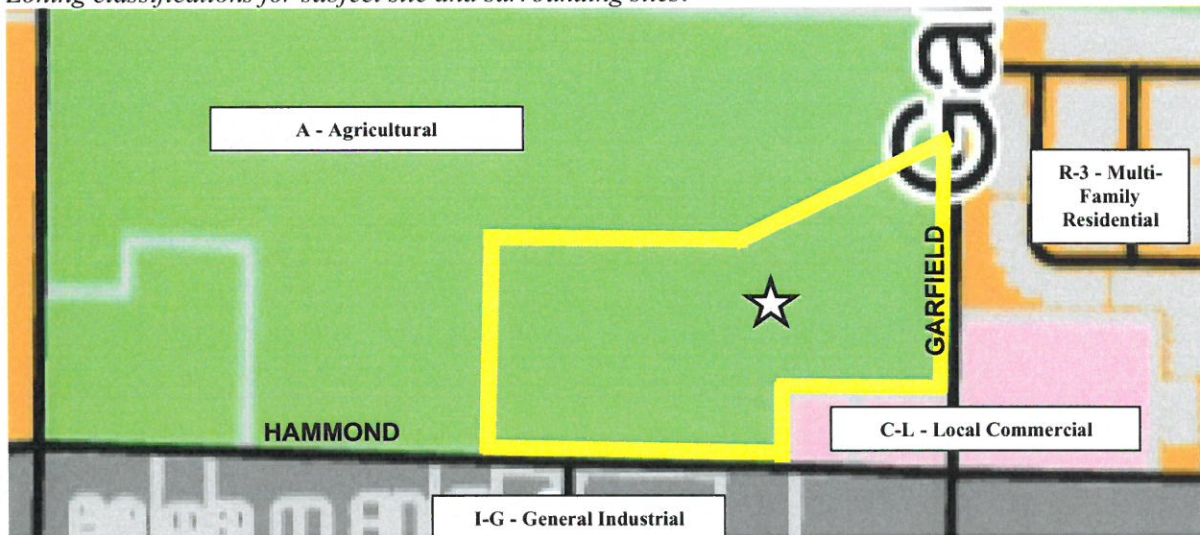
The Future Land Use Map designation for the site is High Density Residential (6-10 units per acre) and the proposed R-3 Multi-Family Residential zoning district is considered the most compatible zoning district for this designation.

**ZONING FOR SUBJECT SITE AND SURROUNDING SITES:**

The subject property is currently zoned A-Agricultural (shown below in green). Zoning for surrounding sites is as follows:

- North: A – Agricultural
- West: A – Agricultural
- Southeast: C-L – Local Commercial (at northwest corner of Garfield and Hammond Roads)
- South: I-G – General Industrial
- East: R-3 – Multi-Family Residential

*Zoning classifications for subject site and surrounding sites:*



**USES OF SUBJECT SITE AND SURROUNDING SITES:**

The subject property has historically been used by the LaFranier family for agricultural use and has more recently been fallow. Uses of the surrounding sites are as follows:

- North: Undeveloped/wetland
- West: Undeveloped/wetland (approved for BATA/TCHC PUD)
- Southeast: Marathon gasoline service station/undeveloped (at northwest corner of Garfield and Hammond Roads)
- South: Industrial, including UPS
- East: Shell gasoline service station/Hammond Place condominiums

**STAFF COMMENT:**

During its review, Staff noted several factors to consider for the potential rezoning of this parcel including consistency with Future Land Use designation, adjacency to major roads, and proximity to similar development. Staff is of the opinion that this proposed Map Amendment is justifiable. The Planning Commission adopted the following Findings of Fact at its August 10, 2022 meeting:

**FINDINGS OF FACT:****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**

*Rezoning should be consistent with the intent and purpose of the adopted master plan.*

The Planning Commission may consider this standard to be **MET** based on the following reasons:

- According to the Master Plan, the Future Land Use designation of the subject site is High Density Residential (6-10 units per acre). The proposed zoning of R-3 Multi-Family Residential is compatible with the Future Land Use designation for the subject parcel. The Master Plan also offers other points to consider including the following:
  - The Master Plan includes a goal to encourage housing options near jobs, services, shopping, and entertainment. This site could offer such opportunity as water and sewer service is available.
  - The Master Plan implementation goals also indicate the desire to provide for housing types which are in demand in the Township and to encourage mixing residential and commercial uses where compatible.

**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.*

The Planning Commission may consider this standard to be **MET** based on the following reasons:

- The Township shall consider the nature and degree of an adverse impact upon neighboring lands. Multi-family residential provides an acceptable transitional land use from the commercial uses at the intersection of Hammond and Garfield Roads and the industrial uses south of Hammond Road to the single-family residential in the Carriage Hill subdivision to the north. The adjacent land to the north and west was recently approved for the BATA / Traverse City Housing Commission Transit-Oriented Mixed-Use Development and includes a significant amount of multi-family residential.

**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.*

The Planning Commission may consider this standard to be **MET** based on the following reasons:



- The Township shall consider the suitability or unsuitability of the tract for its use as presently zoned. The site is currently zoned A-Agricultural. Given the small area of the subject site and the noticeable amount of development in its vicinity, this site is unlikely to be used for farmland or farming operations.

#### **4. *Changed Conditions***

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

The Planning Commission may consider this standard to be **MET** based on the following reasons:

- Any changes in conditions since the adoption of the zoning ordinance shall be considered as part of this rezoning request. Recently, multi-family developments, including the BATA/Traverse City Housing Commission Transit-Oriented Mixed-Use Development and Village of LaFranier Woods, were approved on nearby properties that implement the Future Land Use designation for multi-family residential in this area.

#### **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.*

The Planning Commission may consider this standard to be **MET** based on the following reasons:

- As planned, residential use on the site best serves to protect the public health, safety, and welfare.
- Any future development will require stormwater management and setback requirements to protect the water quality of the adjacent wetlands.
- 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. 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 Planning Commission may consider this standard to be **MET** based on the following reasons:

- The Master Plan includes several policies, including the following, which encourage different types of housing in the Township:
  - The Master Plan includes a goal to encourage housing options near jobs, services, shopping, and entertainment. This site could offer such opportunity and serve as a buffer area between the commercial and industrial to the south and the residential to the north.
  - The Master Plan implementation goals also indicate the desire to provide for housing types which are in demand in the Township and to encourage mixing residential and commercial uses where compatible.
  - Access will be managed by the Access Management requirements of the Zoning Ordinance which will limit driveways for the subject site to one on Garfield Road and one on Hammond Road regardless of property being divided.

**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 Planning Commission may consider this standard to be **MET** based on the following reasons:

- The Township shall consider the size, shape, and characteristics of the tract in relation to the affected neighboring lands. The parcel is about 24 acres. The site has about 762 feet of frontage along Garfield Road and about 1,007 feet of frontage on Hammond Road. Any parceling of this land should be able to meet the minimum standards in the R-3 zoning district.
- The proposed rezoning is not anticipated to have any negative effect on neighboring lands, and future development will be compatible with neighboring land uses.

**8. Other Factors**

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

The Planning Commission may consider this standard to be **MET** based on the following reasons:

- Due to wetlands on the site, any development shall meet the requirements of the Michigan Department of Environment, Great Lakes, and Energy (EGLE) regardless of the zoning designation.

**ACTION REQUESTED:**

The purpose of this item being placed on tonight's agenda is to hold a public hearing on the application. If, following the public hearing, the Board is prepared to adopt the Planning Commission's recommended Findings of Fact included in this report and to adopt the attached resolution adopting the amendment to the Zoning Map, the following **three (3) separate motions** are suggested:

(1) First, to adopt the Findings of Fact:

MOTION THAT the Planning Commission's recommended Findings of Fact for the application Z-2022-02 as provided in PD Report 2022-85 and forming part of this motion, BE APPROVED.

(2) Second, to approve the Map Amendment:

MOTION THAT application Z-2022-02, submitted by Outlook Development LLC, to rezone Parcels 05-023-042-50 and 05-023-042-60 from its current zoning of the A-Agricultural zoning district to the R-3 Multiple Family Residential zoning district and constituting Amendment No. 34 to Garfield Township Ordinance No. 68, BE APPROVED based on the adopted Findings of Fact and for the reasons set forth in PD Report 2022-85.

(3) Finally, to adopt the ***attached*** resolution adopting the Map Amendment:

MOTION THAT Resolution 2022-18-T for adopting Amendment No. 34 to Garfield Township Ordinance No. 68, rezoning Parcels 05-023-042-50 and 05-023-042-60 from its current zoning

of the A-Agricultural zoning district to the R-3 Multiple Family Residential zoning district, BE  
ADOPTED.

Any additional information that the Board determines to be necessary shall be added to these motions.

**Attachments:**

1. Resolution #2022-18-T
2. Application for Zoning Ordinance Map Amendment dated May 4, 2022, including the following:
  - a. Boundary Survey of Subject Site
  - b. Impact Statement for Zoning Ordinance Map Amendment

**CHARTER TOWNSHIP OF GARFIELD  
GRAND TRAVERSE COUNTY, MICHIGAN**

**ORDINANCE NO. 68 (Zoning Ordinance): AMENDMENT NO. 34**

**RESOLUTION #2022-18-T**

**A RESOLUTION TO AMEND GARFIELD TOWNSHIP ORDINANCE NO. 68 (Zoning Ordinance):**

**WHEREAS** the Charter Township of Garfield regulates the use and development of land pursuant to the authority of the Michigan Zoning Enabling Act, Act 110 of 2006, as amended; and

**WHEREAS** application Z-2022-02 has been received to rezone approximately 23.86 acres of land ("subject property") at Parcels 05-023-042-50 and 05-023-042-60; and

**WHEREAS** the request has been found to be justified based on criteria in the Garfield Township Zoning Ordinance listed in Section 421.E: Approval Criteria of Zoning Map Amendment; and

**WHEREAS** the Garfield Township Planning Commission, after conducting a public hearing on July 13, 2022 and adopting Findings of Fact on August 10, 2022, recommended the approval of the application to the Township Board; and

**WHEREAS** the Township Board, following a public hearing on September 13, 2022, and having adopted Findings of Fact in support of approval of the application to rezone the subject property.

**NOW, THEREFORE, THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:**

**AMENDMENT NO. 34 TO GARFIELD TOWNSHIP ORDINANCE NO. 68 (Zoning Ordinance):**

At the request of the owners and their representatives of Parcels 05-023-042-50 and 05-023-042-60, situated in the Charter Township of Garfield, Grand Traverse County, Michigan has been rezoned by way of a map amendment from its current zoning of the A-Agricultural zoning district to the R-3 Multiple Family Residential zoning district.

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

By:

\_\_\_\_\_  
Chuck Korn, Supervisor  
Charter Township of Garfield

**CERTIFICATE**

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution 2022-18-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of September 2022. Amendment No. 34 to Garfield Township Ordinance No. 68 (Zoning Ordinance) shall take effect upon the expiration of seven (7) days following publication.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Lanie McManus, Clerk  
Charter Township of Garfield

Introduced: August 23, 2022  
Adopted: September 13, 2022  
Published: September 18, 2022  
Effective: September 25, 2022





# 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

HAMMOND ROAD APARTMENTS

#### APPLICANT INFORMATION

Name: OUTLOOK DEVELOPMENT LLC

Address: 4835 Towne Centre Road, Saginaw, MI 48605

Phone Number: (989) 921-9706

Email: brian@wolgast.com

#### AGENT INFORMATION

Name: Brian Stadler

Address: 7551 Geddes Road, Saginaw, MI 48609

Phone Number: (989) 233-4656

Email: brian@wolgast.com

#### OWNER INFORMATION

Name: Louis LaFranier Trust & Marvel LaFranier Trust

Address: 15532 Bluff Road, Traverse City, MI 49686

Phone Number: (231) 250-1896

Email: Dixier@charter.net

### CONTACT PERSON

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

<i>Applicant:</i>	Outlook Development, LLC
<i>Agent:</i>	Brian Stadler
<i>Owner:</i>	Louis LaFranier Trust & Marvel LaFranier Trus

### PROPERTY INFORMATION

<i>Property Address:</i>	TBD HAMMOND ROAD W, & GARFIELD ROAD
<i>Property Identification Number:</i>	05-023-042-01
<i>Legal Description:</i>	See Exhibit A
<i>Zoning District:</i>	Agg
<i>Master Plan Future Land Use Designation:</i>	R-3
<i>Area of Property (acres or square feet):</i>	77
<i>Existing Use(s):</i>	Vacant
<i>Proposed Use(s):</i>	R-3

### 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.
4. 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.
5. Other Factors. The Township may consider any other factors relevant to a zoning text amendment application under state law.

#### IMPACT STATEMENT FOR CONDITIONAL REZONING

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.

#### OFFER OF CONDITIONS FOR CONDITIONAL REZONING

A written offer of Conditions as described in § 422.B(3) of the Zoning Ordinance. An owner of land may voluntarily offer, in writing, conditions relating to the use and/or development of land for which a rezoning is requested.

1. The owner's offer of conditions may not purport to authorize uses or developments not permitted in the requested new zoning district.
2. The owner's offer of conditions shall bear a reasonable and rational relationship to the property for which rezoning is requested.
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.
4. Any use or development, proposed as part of an offer of conditions that would require a variance under the terms of this ordinance, may only be commenced if a variance for such development is ultimately granted by the Zoning Board of Appeals in accordance with the provisions of this ordinance.
5. Any use or development, proposed as part of an offer of conditions that would require site plan approval under the terms of this ordinance, may only be commenced if site plan approval for such use or development is ultimately granted in accordance with the provisions of this ordinance.
6. The offer of conditions may be amended during the process of rezoning consideration, provided that any amended or additional conditions are entered voluntarily by the owner.

#### 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 Zoning Administrator in the case of a Site Diagram, or the Director of Planning in the case of an Administrative Site Plan or a Site Development Plan, the requirement to submit a Site Diagram, an Administrative Site Plan or 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:**

1. The Zoning Administrator may waive a particular element of information or data otherwise required for a Site Diagram upon a finding that the information is not necessary to determine compliance with this ordinance.
2. 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.

**ADDITIONAL INFORMATION**

If applicable, provide the following further information:

	<u>Yes</u>	<u>No</u>	<u>Not Applicable</u>
<b>A. <u>Sanitary Sewer Service</u></b>			
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 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 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 type="checkbox"/>
<b>B. <u>Water Service</u></b>			
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 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 checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, provide construction plans and specifications			
<b>C. <u>Public utility easements required?</u></b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, show on plan.			
<b>D. <u>Stormwater Review/Soil Erosion</u></b>			
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 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?

☐☐☐

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


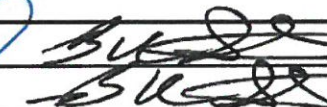

Permission is hereby granted to Garfield Township staff and Planning Commissioners to enter the premises subject to this application for the purposes of making inspections associated with this application, during normal and reasonable working hours.

Owner Signature:

Applicant Signature:

Agent Signature:

Date:

	
	
5.7.2022	

### 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 Dixie Roethlisberger TTEE 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:

  
5.4.2022

### AFFIDAVIT

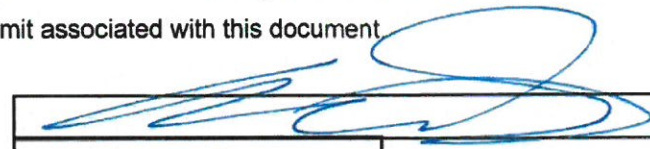

The undersigned affirms that he/she or they is (are) the owner, or authorized agent of the owner, involved in the application and all of the information submitted in this application, including any supplemental information, is in all respects true and correct. The undersigned further acknowledges that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

Owner Signature:

Date:

Applicant Signature:

Date:

  
5.4.2022  
  
5.4.2022



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
<b>A. Basic Information</b>			
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>B. Site Plan Information</b>			
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"/>	

# CERTIFICATE OF SURVEY

## Legend

- IRON SET
- IRON FOUND
- ⊙ MONUMENT FOUND
- ⊕ GOVERNMENT CORNER
- SECTION CORNER
- ◆ FOUND DNR MONUMENT
- (R) RECORD
- (M) MEASURED

Scale: 1" = 400'

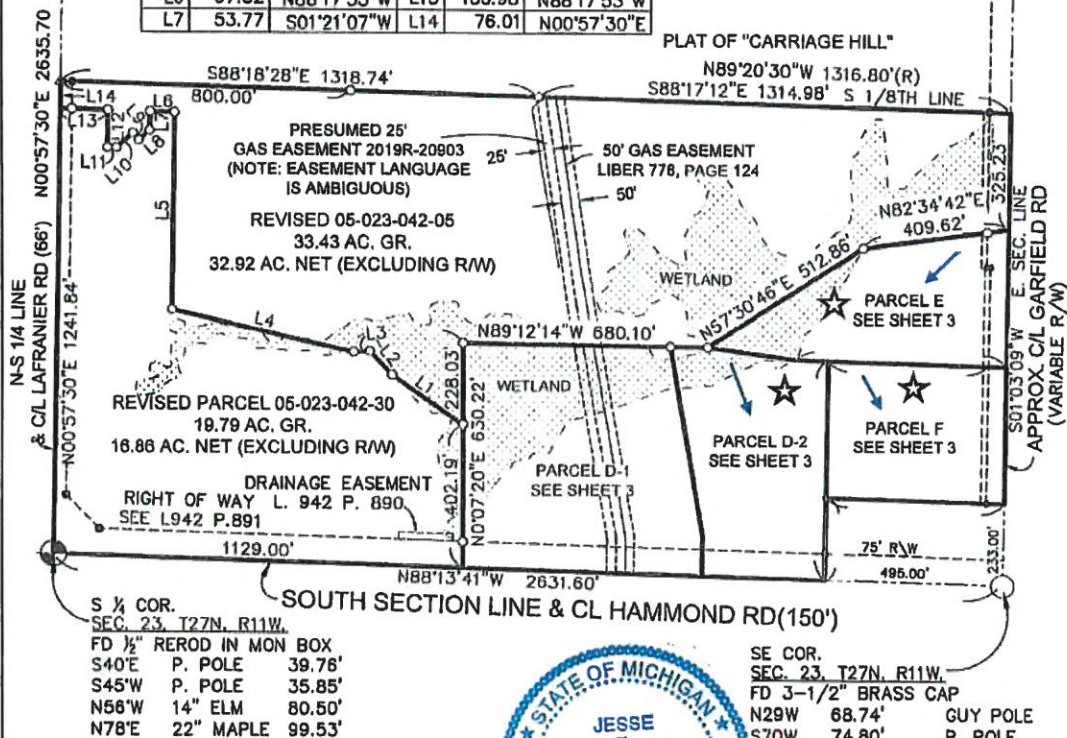
C 1/4 COR.  
SEC. 23, T27N, R11W.  
IRON OF RECORD IN BOX

Exhibit A  
Subject Purchase Parcels  
LaFranier Trusts to Outlook Development LLC  
Parcels D-2, E, F

SPACE RESERVED FOR REGISTER OF DEEDS

LINE TABLE			LINE TABLE		
LINE	DIST	BEARING	LINE	DIST	BEARING
L1	238.68	N54°56'50"W	L8	40.66	S48°58'54"W
L2	90.69	N42°07'21"W	L9	25.00	N41°01'06"W
L3	44.88	S85°33'20"W	L10	62.36	S49°00'09"W
L4	513.94	N76°54'38"W	L11	23.84	N89°03'38"W
L5	547.80	N00°57'42"E	L12	105.61	N00°57'31"E
L6	67.82	N88°17'53"W	L13	130.98	N88°17'53"W
L7	53.77	S01°21'07"W	L14	76.01	N00°57'30"E

EAST 1/4 COR.  
SEC. 23, T27N, R11W.  
FD 3-1/2" BRASS CAP  
EAST 24.97' P. POLE  
S14°E 106.04' 16" W. PINE  
S82°W 49.76 10" PEAR  
N05°W 68.33' 12" MAPLE



NOTE: All parcels are subject to and together with blanket road and utility connection easements as required by township, during Siteplan approval. Said easement agreements are to be recorded in the R.O.D. post Siteplan approval prior to construction of infrastructure.

BASIS OF BEARING: NAD 83 MI CENT SPCS  
ESTIMATED ABSOLUTE ACCURACY IS 0.20' PER CORNER

I, Jesse E. Mitchell #4001054433 being a Licensed Professional Surveyor, hereby certify that I have surveyed and mapped the parcel(s) heron described and that the relative positional precision of each corner is within the limits accepted by the practice of professional surveying and that all the requirements of P.A. 132 of 1970, as amended, have been complied with.

This survey plat was prepared for the exclusive use of the person, persons, or entity named in the certificate hereon. Said certificate does not extend to any unnamed third person without an express recertification by the surveyor naming said third person.



**Bob Mitchell & Associates**  
SURVEYING / ENGINEERING  
404 West Main Street P.O. Box 308 NORTH 1ST STREET  
Kingsley, MI 49649 Harrison, MI 48625  
(231) 263-5463 • FAX (231) 263-7821  
Toll Free in Michigan 1-800-533-6627  
email jesse@mapcivilsurvey.com



SE COR.  
SEC. 23, T27N, R11W.  
FD 3-1/2" BRASS CAP  
N29W 68.74' GUY POLE  
S70W 74.80' P. POLE  
S24E 70.07' P. POLE  
N28E 102.08' 6" SPRUCE

04-14-22

Jesse E. Mitchell  
Professional Surveyor No. 4001054433

CLIENT: LOUIS G & MARVEL R LAFRANIER TRUST  
C/O DIXIE ROETHLISBERGER

LOCATION:

PART OF THE SOUTHEAST 1/4, SECTION 23,  
TOWN 27 NORTH, RANGE 11 WEST,  
GARFIELD TOWNSHIP,  
GRAND TRAVERSE COUNTY, MICHIGAN.

DATE: 4/14/2022	REVISED: 9.19.18	FILE NO. 20210403
CK: JEM	FLD. BK. X	PG. X
		SHEET 1 OF 5



# CERTIFICATE OF SURVEY

## Legend

- IRON SET
- IRON FOUND
- ⊙ MONUMENT FOUND
- ⊕ GOVERNMENT CORNER
- SECTION CORNER
- ◆ FOUND DNR MONUMENT
- (R) RECORD
- (M) MEASURED

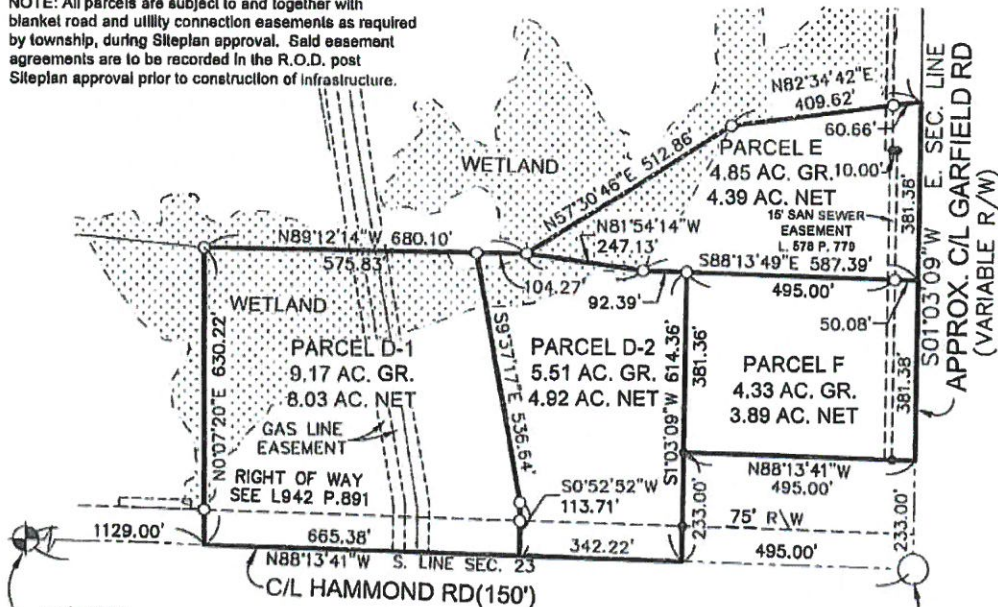
Scale: 1" = 300'

SPACE RESERVED FOR REGISTER OF DEEDS

THIS PROPOSED PARCEL DIVISION IS SUBJECT TO MUNICIPAL APPROVAL PURSUANT TO THE "LAND DIVISION ACT", P.A. 591 OF 1996, AS AMENDED.

NOTE: All parcels are subject to and together with blanket road and utility connection easements as required by township, during Siteplan approval. Said easement agreements are to be recorded in the R.O.D. post Siteplan approval prior to construction of infrastructure.

EAST 1/4 COR.  
SEC. 23, T27N, R11W.  
FD 3-1/2" BRASS CAP  
EAST 24.97' P. POLE  
S14°E 106.04' 16" W. PINE  
S62°W 49.76' 10" PEAR  
N05°W 68.33' 12" MAPLE



S 1/4 COR.  
SEC. 23, T27N, R11W.  
FD 1/2" REROD IN MON BOX  
S40°E P. POLE 39.76'  
S45°W P. POLE 35.85'  
N56°W 14" ELM 80.50'  
N78°E 22" MAPLE 99.53'



SE COR.  
SEC. 23, T27N, R11W.  
FD 3-1/2" BRASS CAP  
N29°W 68.74' GUY POLE  
S70°W 74.80' P. POLE  
S24°E 70.07' P. POLE  
N28°E 102.08' 6" SPRUCE

Jesse E. Mitchell  
Professional Surveyor No. 4001054433

BASIS OF BEARING: NAD 83 MI CENT SPCS  
ESTIMATED ABSOLUTE ACCURACY IS 0.20' PER CORNER

I Jesse E. Mitchell #4001054433 being a Licensed Professional Surveyor, hereby certify that I have surveyed and mapped the parcel(s) heron described and that the relative positional precision of each corner is within the limits accepted by the practice of professional surveying and that all the requirements of P.A. 132 of 1970, as amended, have been complied with.

This survey plat was prepared for the exclusive use of the person, persons, or entity named in the certificate hereon. Said certificate does not extend to any unnamed third person without an express recertification by the surveyor naming said third person.



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email jesse@mapinfo.com

CLIENT: LOUIS G & MARVEL R LAFRANIER TRUST  
C/O DIXIE ROETHLISBERGER

LOCATION:

PART OF THE SOUTHEAST 1/4, SECTION 23,  
TOWN 27 NORTH, RANGE 11 WEST,  
GARFIELD TOWNSHIP,  
GRAND TRAVERSE COUNTY, MICHIGAN.

DRWL MJC	REVISED DATE 3.15.2022 9.19.18	FILE NO. 20210403
CK JEM	FLD. BK. X PG. X	SHEET 2 OF 5

*BPB*

## DESCRIPTION

## REVISED 05-023-042-05

Part of South 1/2 of the Southeast 1/4 of Section 23, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County, Michigan, more fully described as: Commencing at the South 1/4 corner of said Section 23; thence North 00°57'30" East, 1241.84 feet, along the North and South 1/4 line of said Section and the centerline of LaFranier Road, to the Point of Beginning; thence North 00°57'30" East, 78.01 feet, along the North and South 1/4 line of said Section and the centerline of LaFranier Road to the South 1/8 line of said Section; thence South 88°18'28" East, 1318.74 feet, along said South 1/8 line; thence South 88°17'12" East, 1314.98 feet, along said South 1/8 line to a point on the East line of said Section and the centerline of Garfield Road; thence South 01°03'09" West, 325.23 feet, along said East line and centerline; thence South 82°34'42" West, 409.62 feet; thence South 57°30'46" West, 512.86 feet; thence North 89°12'14" West, 680.10 feet; thence South 00°07'20" West, 228.03 feet; thence North 54°56'50" West, 238.68 feet; thence North 42°07'21" West, 90.69 feet; thence South 85°33'20" West, 44.88 feet; thence North 76°54'36" West, 513.94 feet; thence North 00°57'42" East, 547.80 feet; thence North 88°17'53" West, 87.82 feet; thence South 01°21'07" West, 53.77 feet; thence South 48°58'54" West, 40.66 feet; thence North 41°01'06" West, 25.00 feet; thence South 49°00'49" West, 62.36 feet; thence North 89°03'38" West, 23.84 feet; thence North 00°57'31" East, 105.81 feet; thence North 88°17'53" West, 130.98 feet, to the Point of Beginning. Contains 33.43 Acres Gross Acres of Land, more or less.

Subject to the right of way for LaFranier Road over the westerly portion thereof. Subject to the right of way for Garfield Avenue over the easterly portion thereof. Subject to other easements or restrictions if any.

SUBJECT TO AND TOGETHER WITH blanket road and utility connection easements as required by township, during Siteplan approval. Said easement agreements are to be recorded in the R.O.D. post Siteplan approval prior to construction of infrastructure.

SUBJECT TO all agreements, covenants, easements, right-of-ways, reservations and restrictions of record, if any.

## REVISED PARCEL 05-023-042-30

Part of South 1/2 of the Southeast 1/4 of Section 23, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County, Michigan, more fully described as: BEGINNING at the South 1/4 corner of said Section 23; thence South 88°13'41" East, along the South line of said section and centerline of Hammond Road, 1129.00 feet; thence North 00°07'20" East, 402.19 feet; thence North 54°56'50" West, 238.68 feet; thence North 42°07'21" West, 90.69 feet; thence South 85°33'20" West, 44.88 feet; thence North 76°54'36" West, 513.94 feet; thence North 00°57'42" East, 547.80 feet; thence North 88°17'53" West, 87.82 feet; thence South 01°21'07" West, 53.77 feet; thence South 48°58'54" West, 40.66 feet; thence North 41°01'06" West, 25.00 feet; thence South 49°00'49" West, 62.36 feet; thence North 89°03'38" West, 23.84 feet; thence North 00°57'31" East, 105.81 feet; thence North 88°17'53" West, 130.98 feet, to the West line of said section; thence South 00°57'30" West, 1241.84 feet, to the Point of Beginning. Contains 19.79 Acres Gross Acres of Land, more or less.

Subject to the right of way for LaFranier Road over the westerly portion thereof. Subject to the right of way for Hammond Road over the Southerly portion thereof. Subject to other easements or restrictions if any.

SUBJECT TO AND TOGETHER WITH blanket road and utility connection easements as required by township, during Siteplan approval. Said easement agreements are to be recorded in the R.O.D. post Siteplan approval prior to construction of infrastructure.

SUBJECT TO all agreements, covenants, easements, right-of-ways, reservations and restrictions of record, if any.



04-14-22

Jesse E. Mitchell  
Professional Surveyor No. 4001054433



**Bob Mitchell & Associates**  
SURVEYING / ENGINEERING  
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Toll Free in Michigan 1-800-333-8627  
email jesse@mapchivsurvey.com

CLIENT: LOUIS G & MARVEL R LAFRANIER TRUST C/O DIXIE ROETHLISBERGER			
LOCATION: PART OF THE SOUTHEAST 1/4, SECTION 23, TOWN 27 NORTH, RANGE 11 WEST, GARFIELD TOWNSHIP, GRAND TRAVERSE COUNTY, MICHIGAN.			
DATE	MJC	REVISED DATE	4.14.2022 9.19.18
FILE NO.	20210403		
OK	JEM	FLO. BK. X	PG. X SHEET 3 OF 5

505



## DESCRIPTION

DESCRIPTION: A parcel of land situated in the Township of Garfield, County of Grand Traverse, State of Michigan and described as follows to-wit:

**PARCEL "D-1"**

Part of the South one-half of the Southeast One-Quarter of Section 23, Town 27 North, Range 11 West, more fully described as: Commencing at the South one-quarter corner of said Section 23; thence South 88°13'41" East, along the South line of said Section 23, 1129.00 feet, to the Point of Beginning; thence North 00°07'20" East, 630.22 feet; thence South 89°12'14" East, 575.83 feet; thence South 09°37'17" East, 536.64 feet; thence South 00°52'52" West, 113.71 feet, to the South line of said section; thence North 88°13'41" West, along said South section line, 665.38 feet, to the Point of Beginning. Said parcel contains 9.17 acres, more or less.

SUBJECT TO AND TOGETHER WITH blanket road and utility connection easements as required by township, during Siteplan approval. Said easement agreements are to be recorded in the R.O.D. post Siteplan approval prior to construction of infrastructure.

SUBJECT TO all agreements, covenants, easements, right-of-ways, reservations and restrictions of record, if any.

**PARCEL "D-2" ★**

Part of the South one-half of the Southeast One-Quarter of Section 23, Town 27 North, Range 11 West, more fully described as: Commencing at the South one-quarter corner of said Section 23; thence South 88°13'41" East, along the South line of said Section 23, 1794.38 feet, to the Point of Beginning; thence North 00°52'52" East, 113.71 feet; thence North 09°37'17" West, 536.64 feet; thence South 89°12'14" East, 104.27 feet; thence South 81°54'14" East, 247.13 feet; thence South 88°13'40" East, 92.39 feet; thence South 01°03'09" West 614.36 feet, to the South Line of said section; thence North 88°13'41" West, along said South section line, 342.22 feet, to the Point of Beginning. Said parcel contains 5.51 acres, more or less.

SUBJECT TO AND TOGETHER WITH blanket road and utility connection easements as required by township, during Siteplan approval. Said easement agreements are to be recorded in the R.O.D. post Siteplan approval prior to construction of infrastructure.

SUBJECT TO all agreements, covenants, easements, right-of-ways, reservations and restrictions of record, if any.



04-14-22

Jesse E. Mitchell  
Professional Surveyor No. 4001054433



**BOB MITCHELL & ASSOCIATES**  
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email jesse@bobchvisurvey.com

CLIENT: LOUIS G & MARVEL R LAFRANIER TRUST C/O DIXIE ROETHLISBERGER			
LOCATION: PART OF THE SOUTHEAST 1/4, SECTION 23, TOWN 27 NORTH, RANGE 11 WEST, GARFIELD TOWNSHIP, GRAND TRAVERSE COUNTY, MICHIGAN.			
DATE	REVISED	DATE	FILE NO.
04-14-22	3.15.2022	9.19.18	20210403
CK JEM	FLD. DK. X	PG. X	SHEET 4 OF 5

BPS

## DESCRIPTION

DESCRIPTION: A parcel of land situated in the Township of Garfield, County of Grand Traverse, State of Michigan and described as follows to-wit:

**PARCEL "E" ★**

Part of the South one-half of the Southeast One-Quarter of Section 23, Town 27 North, Range 11 West, more fully described as: Commencing at the South one-quarter corner of said Section 23; thence South 88°13'41" East, along the South line of said Section 23, 1129.00 feet; thence North 00°07'20" East, 630.22 feet; thence South 89°12'14" East, 680.10 feet, to the Point of Beginning; thence North 57°30'46" East, 512.86 feet; thence North 82°34'42" East, 409.62 feet, to the East line of said section; thence South 01°03'09" West, along said East section line, 381.38 feet; thence North 88°13'49" West, 587.39 feet; thence North 81°54'14" West, 247.13 feet, to the Point of Beginning. Said parcel contains 4.85 acres, more or less.

SUBJECT TO AND TOGETHER WITH blanket road and utility connection easements as required by township, during Siteplan approval. Said easement agreements are to be recorded in the R.O.D. post Siteplan approval prior to construction of infrastructure.

SUBJECT TO all agreements, covenants, easements, right-of-ways, reservations and restrictions of record, if any.

**PARCEL "F" ★**

Part of the South one-half of the Southeast One-Quarter of Section 23, Town 27 North, Range 11 West, more fully described as: Commencing at the South one-quarter corner of said Section 23; thence South 88°13'41" East, along the South line of said Section 23, 2136.60 feet; thence North 01°03'09" East, 233.00 feet, to the Point of Beginning; thence North 01°03'09" East, 381.36 feet; thence South 88°13'49" East, 495.00 feet, to the East line of said section; thence South 01°03'09" West, along said East section line, 381.38 feet; thence North 88°13'41" West, 495.00 feet, to the Point of Beginning. Said parcel contains 4.33 acres, more or less.

SUBJECT TO AND TOGETHER WITH blanket road and utility connection easements as required by township, during Siteplan approval. Said easement agreements are to be recorded in the R.O.D. post Siteplan approval prior to construction of infrastructure.

SUBJECT TO all agreements, covenants, easements, right-of-ways, reservations and restrictions of record, if any.



04-14-24

bib

Jesse E. Mitchell  
Professional Surveyor No. 4001054433



**Bob Mitchell & Associates**  
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email jesse@mapcitysurvey.com

CLIENT: LOUIS G & MARVEL R LAFRANIER TRUST C/O DIXIE ROETHLISBERGER			
LOCATION: PART OF THE SOUTHEAST 1/4, SECTION 23, TOWN 27 NORTH, RANGE 11 WEST, GARFIELD TOWNSHIP, GRAND TRAVERSE COUNTY, MICHIGAN.			
DATE	MJC	REVISED DATE	3.15.2022 9.19.18
FILE NO.	20210403		
CK	JEM	FLD. OK X	PG. X SHEET 5 OF 5

## Exhibit B

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.**

A. The property seeking rezoning is located in an area designated for R-3 future development.

**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.**

A. The conditions of the Township's R-3 zoning classification will control the design of any new development. The residential zoning will allow new opportunities for development of greatly needed new workforce housing.

**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.**

A. R-3 zoning will be suitable for the growing demand for more housing in the area. Current AG zoning is no longer the highest and best use for the property.

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

A. The sustained growth in the area has changed the conditions of the current zoning. The use of the property is no longer agricultural and the demand for increase housing opportunities justifies 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.**

A. The rezoning is justified by the public need for new housing alternatives. The public health, safety and welfare will not be diminished and there will be no historical or cultural places impacted.



**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.


A. The rezoning will allow the development of new affordable housing stock for those employed in the businesses in the surrounding area. Currently, many workers in that area are employed in local business cannot afford the high cost of local housing and are forced to commute considerable distances to find housing.

**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 For Text Amendment only, the following must be included: 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.

A. The size of the tract to be rezoned will site 80 new affordable housing units located on over twenty acres of land. Density will be considerably less than R-3 allows.

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

A. The growing need for workforce, affordable housing is the most relevant factor to be considered

 <b>Charter Township of Garfield</b> <b>Planning Department Report No. 2022-84</b>			
Prepared:	September 6, 2022	Pages:	2
Meeting:	September 13, 2022 Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	Zoning Ordinance Amendments Package – Public Hearing		

**BACKGROUND:**

The Planning Commission has reviewed several potential Zoning Ordinance updates at their study sessions. Several of these potential updates have been included as part of a proposed Zoning Ordinance amendment package, which has been an agenda item at the meetings noted below. A summary of the proposed Zoning Ordinance amendment is included below, and the full language is attached to this report.

- **July 13, 2022** – *Planning Commission, Introduction* – Commissioners provided some suggested clarifications to the proposed language.
- **August 10, 2022** – *Planning Commission, Public Hearing* – The proposed language was updated to reflect the Commissioners' suggested clarifications. Commissioners recommended adoption of the proposed amendment to the Township Board.
- **August 23, 2022** – *Township Board, Introduction* – Public hearing set for September 13, 2022.

**STAFF COMMENT:**

The proposed amendment would cover the following topics and sections of the Zoning Ordinance:

- **Section 516 – Dumpster Enclosures**
  - Prohibit chain link fencing from being used for any portion of the enclosure or gate
- **Section 534 – Wetlands**
  - Clarify applicability of this section to any wetlands other than those for which an applicant has obtained a valid permit from the State of Michigan to fill or modify such wetland
  - Require delineations of all wetlands and State verification of such delineations
  - Apply wetland setback of 25 feet to snow storage areas
- **Section 551.E(6) – Snow Storage**
  - Require snow storage areas to be at least 25 feet away from the wetlands and to be outside of any required riparian vegetative buffer
- **Section 611 – Accessory Uses and Structures**
  - Lower the required separation between an accessory structure and any other structure on the lot from 10 feet to 3 feet
  - Clarify that separation between structures is measured from the furthest projection of the building (e.g., roof / eaves), not the walls
- **Section 613.A(1)(c) – Outdoor Display**
  - Allow the Zoning Administrator to review areas for outdoor display on administrative site plan reviews instead of the Planning Commission
  - Require that outdoor display areas not be in a no-build buffer zone or required landscaping area, and be located to avoid interference with parking lots, vehicular maneuvering lanes, sidewalks, and pathways
  - Allow the Zoning Administrator the discretion to forward the review of an outdoor display area to the Planning Commission as needed
- **Section 630 – Signs**
  - Adopt luminance standards for sign lighting for changeable copy signs
  - Allow changeable copy signs in the I-G and I-L zoning districts

**ACTION REQUESTED:**

The proposed text amendment is being placed on tonight's agenda for public hearing and potential adoption by the Township Board. If, following discussion and the public hearing, the Township Board is satisfied with the proposed text amendment as presented, the next step is to adopt the proposed resolution attached to this report. The following motion is suggested:

MOTION THAT Resolution #2022-17-T adopting Amendment No. 33 to Ordinance No. 68, Garfield Township Zoning Ordinance, BE ADOPTED.

Any additional information deemed necessary by the Township Board should be added to this motion.

**Attachments:**

1. Proposed Resolution #2022-17-T regarding Amendment No. 33 to Ordinance No. 68, Garfield Township Zoning Ordinance, including proposed amendment language.

**CHARTER TOWNSHIP OF GARFIELD  
GRAND TRAVERSE COUNTY, MICHIGAN**

**ORDINANCE NO. 68 (Zoning Ordinance): AMENDMENT NO. 33**

**RESOLUTION #2022-17-T**

**A RESOLUTION TO AMEND GARFIELD TOWNSHIP ORDINANCE NO. 68 (Zoning Ordinance):**

**WHEREAS** the Charter Township of Garfield regulates the use and development of land pursuant to the authority of the Michigan Zoning Enabling Act, Act 110 of 2006, as amended; and

**WHEREAS** the Garfield Township Board of Trustees, following the September 13, 2022 public hearing, finds that an amendment to the Charter Township of Garfield Zoning Ordinance is necessary to incorporate the following changes:

- ***Section 516 – Dumpster Enclosures***
  - Prohibit chain link fencing from being used for any portion of the enclosure or gate
- ***Section 534 – Wetlands***
  - Clarify applicability of this section to any wetlands other than those for which an applicant has obtained a valid permit from the State of Michigan to fill or modify such wetland
  - Require delineations of all wetlands and State verification of such delineations
  - Apply wetland setback of 25 feet to snow storage areas
- ***Section 551.E(6) – Snow Storage***
  - Require snow storage areas to be at least 25 feet away from the wetlands and to be outside of any required riparian vegetative buffer
- ***Section 611 – Accessory Uses and Structures***
  - Lower the required separation between an accessory structure and any other structure on the lot from 10 feet to 3 feet
  - Clarify that separation between structures is measured from the furthest projection of the building (e.g., roof / eaves), not the walls
- ***Section 613.A(1)(c) – Outdoor Display***
  - Allow the Zoning Administrator to review areas for outdoor display on administrative site plan reviews instead of the Planning Commission
  - Require that outdoor display areas not be in a no-build buffer zone or required landscaping area, and be located to avoid interference with parking lots, vehicular maneuvering lanes, sidewalks, and pathways
  - Allow the Zoning Administrator the discretion to forward the review of an outdoor display area to the Planning Commission as needed
- ***Section 630 – Signs***
  - Adopt luminance standards for sign lighting for changeable copy signs
  - Allow changeable copy signs in the I-G and I-L zoning districts



**NOW, THEREFORE, THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:**

**AMENDMENT NO. 33 TO GARFIELD TOWNSHIP ORDINANCE NO. 68 (Zoning Ordinance):**

A. THAT **Section 516 Dumpster Enclosures, subsection B.** BE AMENDED to read in its entirety as follows:

B. The enclosure shall be four-sided and constructed with an opaque gate constructed of wood or similar material. Chain link fencing shall not be used for any portion of the enclosure or gate.

B. THAT **Section 534 Wetlands** BE REPEALED AND REPLACED in its entirety with the following language:

**SECTION 534 WETLANDS**

**A. Applicability**

This section applies to any wetland which is regulated under Part 303 (Wetlands Protection) of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, except for the following:

(1) Any wetland or portion of wetland for which an applicant has obtained a permit from the State of Michigan to fill or modify such wetland, where such permit has not expired or otherwise been revoked, and where such permit has been submitted to the Township as part of a site plan or land use permit application in accordance with the provisions of this Zoning Ordinance.

**B. Delineation**

As part of a site plan or land use permit application submitted in accordance with the provisions of this Zoning Ordinance, such application shall be accompanied by a delineation of all wetlands on the site. This delineation shall be conducted by a professional engineer with relevant expertise. This delineation shall be verified by the State of Michigan. Documentation of such verification shall be submitted to the Township.

**C. Wetland Setbacks**

No structure, parking lot area, or snow storage area shall be located within twenty-five (25) feet of such wetland. However, recognized wetlands may be incorporated into a stormwater management strategy provided that the wetland values will not be impaired and provided further that incorporation of the wetland will provide a net ecological benefit to groundwater and surface water.

C. THAT **Section 551.E(6) Snow Storage** BE AMENDED to add **subsection (d) and subsection (e)** with the language to read as follows:

(d) Not be located within twenty-five (25) feet of a wetland regulated under Section 534 of this Zoning Ordinance, per Section 534.C.

(e) Not be located within any required riparian vegetative buffer, per Section 535.C.

D. THAT **Section 611 Accessory Uses and Structure, subsection (a)** BE AMENDED in its entirety to read as follows:

(a) The structure is located a minimum of three (3) feet from any other separate structure on the same lot as measured from the outermost edge of any horizontal projecting element;

E. THAT **Section 613 Outdoor Storage, subsection A. Regulations and Conditions, subsection A. (1) Commercial Districts or Uses, subsection A.(1)(c)** BE AMENDED in its entirety to read as follows:

(c) The Zoning Administrator in the case of a site diagram or administrative site plan, or the approval authority in all other cases, may approve designated areas of product display for large inventory items (boats, campers, trailers, snowmobiles, RV's, swing sets, or similar items) or sales of natural vegetation in the front yard or side yard area for commercial uses, if permitted in the district, provided that such display area shall not be in a no-build buffer zone or required landscaping area, and shall be located to avoid interference with parking lots, vehicular maneuvering lanes, sidewalks, and pathways. The Zoning Administrator shall retain the right to forward the review of any such proposed display area to the Planning Commission for their review and approval.

F. THAT **Section 630.E. Signs Permitted in C-L, C-G, and C-H Commercial Districts, subsection (2) (b)** BE AMENDED in its entirety to read as follows:

(2) (b) Changeable copy (e.g. LED or manual change). Freestanding signs incorporating manual changeable letter, digital static messages, or images that change are permissible, provided the changeable copy does not exceed 20% of the permitted sign area and provided further that the rate of change between two static messages or images is not less than one (1) hour. The change sequence must be accomplished by means of instantaneous re-pixelization and shall be configured to default to a static display in the event of mechanical or electronic failure. Sign luminance shall not be greater than 4,200 candelas per meter squared beginning one hour after sunrise and continuing until one hour before sunset. Sign luminance shall not be greater than 200 candelas per meter squared at all other times. Sign lighting shall meet the requirements of this Ordinance.

G. THAT **Section 630.H. Signs Permitted in I-G and I-L Mixed-Use Industrial Business Districts** BE REPEALED AND REPLACED in its entirety with the following language:

**H. Signs Permitted in I-G and I-L Mixed-Use Industrial Business Districts**

In the I-G and I-L Districts the following signs shall be permitted:

(1) All signs as permitted by Section 630.E.

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

By:

\_\_\_\_\_  
Chuck Korn, Supervisor  
Charter Township of Garfield

**CERTIFICATE**

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution 2022-17-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of September, 2022. Amendment No. 33 to Garfield Township Ordinance No. 68 (Zoning Ordinance) shall take effect upon the expiration of seven (7) days following publication.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Lanie McManus, Clerk  
Charter Township of Garfield

Introduced: August 23, 2022  
Adopted: September 13, 2022  
Published: September 18, 2022  
Effective: September 25, 2022

**2022 TAX RATE REQUEST** (This form must be completed and submitted on or before September 30, 2022.)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes	2022 Taxable Value of ALL Properties in the Unit as of 5-23-22.
<b>Grand Traverse</b>	<b>1,116,102,804</b>
Local Government Unit Requesting Millage Levy <b>Garfield Charter Township</b>	For LOCAL School Districts: 2021 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2022 tax roll.

[illegible]

Prepared by

Amy L. DeHaan, MEd (4)

Telephone Number

(231) 941-1620

Title of Preparer

Township Assessor

Date \_\_\_\_\_

September 7, 2022

**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary, to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage,

380.1211(3).

Signature \_\_\_\_\_

Print Name

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Secretary

Signature

Print Name

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☐ President

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**\*\* IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).



August 17, 2022

Mr. Chuck Korn, Supervisor  
Charter Township of Garfield  
3848 Veterans Drive  
Traverse City, MI 49684

RE: Proposal for Engineering Services  
EGLE DWRP Project Plan – Capital Improvement Projects

Dear Mr. Korn:

Thank you for the opportunity to work with the Charter Township of Garfield in providing Civil Engineering services for the referenced project. This letter along with our existing agreement for providing professional services will represent our contract for provision of consultant services. Should you have any questions regarding the information contained herein please do not hesitate to contact me.

#### **Project Background/Description**

The Charter Township of Garfield in Grand Traverse County began the development of their water distribution system during the mid 1970's and at that time they had proposed construction of their own treatment facility. As expected, over the past 50 years the Garfield Township system has expanded significantly. What once provided service to a commercial district now consists of over 73 miles of distribution piping providing service to 9,800 residential equivalent units; both homes and businesses. Given the growth over the past years and the continued growth and expansion of the Township, Garfield Township is beginning to experience locations where existing infrastructure is nearing its' capacity limitations and upgrades are needed.

The Township in collaboration with the Grand Traverse County Department of Public Works (system operator) GFA (Township Engineer) have continually monitored your existing infrastructure in relation to capacity and ability to accommodate the continual growth experienced in the Township. Through this effort, the Township has remained proactive to implement upgrades to not only maintain the infrastructure but improve operations and efficiencies. As the Township Engineer, GFA has maintained an ongoing Capital Improvement Plan (CIP), actively been seeking funding sources as a mechanism to implement the long rang CIP and routinely updated the Township board on the status and progress.

To date, through recent federal legislative actions, an opportunity exists to potentially access grant funds through the Infrastructure Investment and Jobs Act (IIJA) as leveraged through the Department of Great Lakes and Energy (EGLE) Drinking Water Revolving Fund (DWRP) Loan program. The primary advantage of this funding mechanism is the lower interest rate when compared to traditional bonding. However, in order to utilize DWRP funding there is significant level of effort required for documentation of project planning and revenue system development. The Township has already taken the first step to submit their Notice of Intent to apply with the next step to proceed with what is referred to as a Project Plan in accordance with EGLE guidelines. The EGLE DWRP program provides an opportunity to secure funding for performing necessary study and project planning work.



The requested monies will be utilized for a more detailed study of the existing Garfield Township water distribution system. The major items to be included in the program are as follows:

- Flow Data Collection
- Capacity Evaluation
- Water Distribution System Modeling Program
- Project Plan
- Rate System Development

The detailed scope of services is as follows:

### **Scope of Services**

#### ***Research and Compilation***

Historical information including flow data, system operations, hydraulic models, and water studies have previously been completed over the years by GFA. This Task will include updates to these historical documents which will then be used to prepare an updated and current water reliability study compliant with EGLE requirements. This document will also serve as a supplement to the Project Plan including alternative analyses and design of components during final engineering.

#### ***Water System Hydraulic Analysis/Computer Model***

Under this task, land use analysis and water demand projections will be performed for the Township water distribution system. Mapping will be prepared that shows the existing and pending developments, water use records will be analyzed to determine the typical flows for existing developments and flows from future development will be estimated from the land use plan. Flow meter data would be reviewed in order to conduct a diurnal curve analysis to identify peaking factors and use trends. Projections of future land use, development, and population patterns are to be considered for 20 years from the present, with information as available for the study area. An important goal of the modeling program will be to quantify and evaluate capacity deficiencies within the water system. These reporting tools will be invaluable for the process of selecting alternatives for system upgrades.

Once the land use and flow projections are complete, GFA will prepare a hydraulic analysis of the water system using WaterCad computer software. This will include analyzing the existing and required future water supply pressures, updating the 2010 hydraulic model of the overall Township water system, allocating water demands to the model based on the land use and flow projections, calibrating and utilizing the model to estimate the available pressures and water supply available from the system for existing and future conditions. Various model scenarios for proposed water system improvements and extended period simulations will be developed to determine parameters such as optimal water storage volume requirements and booster station operating characteristics.

#### ***Revenue System Development***

A Current Rate Study is being completed by the GTCDPW and is therefore readily accessible and will be utilized as the base. Key to successful implementation of the proposed water system improvements project will be a program of revenue system development to service the debt which will be incurred by construction of the improvements, and effectively manage the system in the future. This work is also required to secure DWRP funding. The update will include several scenarios for different assumptions involving commodity use charge, administrative fee, and benefit charge. Establishing the benefit charge





will involve further analysis of future growth and potential for adding new customers to the system. The work scope would include set up and calculations of an initial benefit charge amount, and a plan for incremental increases to this charge in the future. This scope of work will be completed by Dawn Lund with Financial Services LLC as our subconsultant, fees for this service are included in this contract.

### ***DWRF Project Plan***

This task item includes preparation of the Drinking Water Revolving Fund (DWRF) Project Plan documents in accordance with the EGLE 'Project Plan Preparation Guidance' manual. The project plan is the first major milestone in the application process for DWRF loan funding. In general, the project plan documents the preliminary engineering process for the proposed water system improvements and is due July 1 of a given year. Following EGLE approval of the project plan, the remaining items to secure funding include final plans and specifications, and documentation of revenue system development. The project plan work scope includes preparation and completion of the following items:

- Project Background
- Analysis of Alternatives
- Description of Selected Alternative Description of Environmental Impacts
- Description of Mitigation of Impacts
- Application for State Historical Preservation Office (SHPO) review
- Public Participation/Public Hearing Process
- Prepare DWRF Loan Application materials following approval of project plan

### **Clarifications and Assumptions**

The project fee budget is based on the assumptions that the following will not be included in the scope of services (some items are applicable and will be completed in future phases of the project):

- Wetland field location, determination, mitigation, and permitting.
- Soil borings and geotechnical investigations.
- Preparation of easements, rights-of-way, or boundary documents.
- Easement or right-of-way acquisition.
- Permit fees.
- Final engineering and design services for water system improvements.
- Construction phase services such as, but not limited to, construction management, contract administration, construction observation, construction layout/staking, and materials testing.

### **Additional Services**

Any work desired by Charter Township of Garfield in addition to the work scope described above, can be completed by GFA on an hourly time and material basis in accordance with the attached 2022 Rate Schedule or as a revision to this proposal.

### **Time Schedule**

GFA can commence services immediately. Project planning, public participation and revenue system development services will be completed in accordance with EGLE deadlines for DWRF program. The deadline for completion of a Preliminary DWRF and Final DWRF applications to be considered in 2024 is March 1<sup>st</sup> and July 1<sup>st</sup> 2023, respectively.



**Fee**

GFA will perform the project design services on a lump sum basis with the following budgets not to be exceeded without prior authorization.

**Research and Collaboration – Water Reliability Study Update**

- Analyze and review past water reliability studies to determine what's needed as described in the overall master plan
  - Review of immediate and future water needs, determine sizing of system
  - Layout preliminary plan, contact vendors for equipment costs, mapping, review right-of-way/easement issues
  - Meet with EGLE, DPW, Township to discuss overall scheme/plan
  - Prepare Opinion of Probable Construction Costs and overall drawings for proposed projects
- |          |                    |
|----------|--------------------|
| Subtotal | <u>\$26,500.00</u> |
|----------|--------------------|

**Water System Hydraulic Analysis/Computer Modeling**

- Current water use analysis
  - Land use analysis/Future demand projection
  - Prepare baseline hydraulic model
  - Develop model scenarios for water system improvements
- |          |                     |
|----------|---------------------|
| Subtotal | <u>\$ 22,500.00</u> |
|----------|---------------------|

**Revenue System Development**

- Attendance at meetings
  - Water debt finance research
  - Water rate projections and costs
- |          |                    |
|----------|--------------------|
| Subtotal | <u>\$15,000.00</u> |
|----------|--------------------|

**DWRF Project Plan and Loan Application**

- Project Background
  - Analysis of Alternatives
  - Description of Selected Alternative
  - Description of Environmental Impacts
  - Description of Mitigation of Impacts
  - State Historical Preservation Office (SHPO) review process
  - Public Participation/Public Hearing Process
  - Loan Application
- |          |                     |
|----------|---------------------|
| Subtotal | <u>\$ 48,500.00</u> |
|----------|---------------------|

<b>Total</b>	<b><u>\$112,500.00</u></b>
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**Acceptance**

If this proposal is acceptable to you, your signature on this letter will serve as our authorization to proceed. Please return the original to our office and retain a copy for your files. Thank you for giving us the opportunity to be of service. We look forward to working with you on this project.

**Gourdie-Fraser, Inc.**  
CONSULTANT

**Charter Township of Garfield**  
CLIENT/OWNER

_____	(Signature)	_____
Jennifer A Graham (Hodges), P.E.	(Name)	Chuck Korn
_____	(Title)	_____
Director of Engineering		Supervisor
_____	(Signature)	_____
Tony Kuberski	(Name)	_____
_____	(Title)	_____
CEO		_____
_____	(Date)	_____

Attachments:

2022 Hourly Rate Schedule

T:\Projects\06029E\Documents\DWRF Proposal Letter 070606.doc