

**CHARTER TOWNSHIP OF GARFIELD
PLANNING COMMISSION MEETING**

Wednesday, October 23, 2019 at 7:00pm
Garfield Township Hall
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

ORDER OF BUSINESS

Call meeting to order

Pledge of Allegiance

Roll call of Board Members

1. Public Comment

Public Comment Guidelines:

Any person shall be permitted to address a meeting of the Planning Commission, which is required to be open to the public under the provision of the Michigan Open Meetings Act, as amended. (MCLA 15.261, et.seq.) Public Comment shall be carried out in accordance with the following 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 Commissioner's questions. Where constrained by available time the Chairperson may limit the amount of time each person will be allowed to speak to (3) minutes. 1.) The Chairperson may at his or her own discretion, extend the amount of time any person is allowed to speak. 2.) Whenever a Group wishes to address a Committee, the Chairperson may require that the Group designate a spokesperson; the Chairperson shall control the amount of time the spokesperson shall be allowed to speak when constrained by available time.

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

3. Minutes – October 9, 2019

4. Correspondence

5. Reports

- a. Township Board
- b. Planning Commissioners
- c. Staff Report

6. Unfinished Business

7. New Business

- a. Recap of Barlow Garfield Neighborhood Plan – Public Engagement
- b. Recap of MAP conference, MTA event and Housing Summit

8. Public Comment

9. Other Business

10. Items for Next Agenda – November 13, 2019

- a. Chick-fil-A Rezoning PH
- b. Harris Hills Site Condominium PH
- c. Hickory Hills SUP Amendment FOF
- d. Habitat for Humanity ReStore Addition SUP UPDATE
- e. Lake Michigan Credit Union SPR
- f. Village at LaFranier Woods PUD INTRO
- g. Michigan State University Federal Credit Union SUP INTRO

11. Adjournment

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

The Garfield Township Board will provide necessary reasonable auxiliary aids and services, such as signers for hearing impaired and audio tapes of printed materials being considered at the meeting to individuals with disabilities upon the provision of reasonable advance notice to the Garfield Township Board. Individuals with disabilities requiring auxiliary aids or services should contact the Garfield Township Board by writing or calling Lanie McManus, Clerk, Ph: (231) 941-1620, or TDD #922-4412.

**CHARTER TOWNSHIP OF GARFIELD
PLANNING COMMISSION MEETING
October 9, 2019**

Call Meeting to Order: Chair Racine called the meeting to order at 7:00pm at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, MI 49684.

Pledge of Allegiance

The Pledge of Allegiance was recited by all in attendance.

Roll Call of Commission Members:

Present: Robert Fudge, Chris DeGood, Joe Robertson, Pat Cline, Steve Duell, Joe McManus and John Racine

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

1. Public Comment (7:01)

John Nelson of Incochee Ct. commented on the US 31 Hotel Project and the storm water plan and shared concerns with surface water near Kids Creek.

Tom Bensley of Traverse City commented on the Hickory Hills SUP. He shared concerns with parking and a proposed tubing area.

Mitch Treadwell commented on the hotel development and the impact of development on Kids Creek and the watershed.

Keef Morgan of Randolph Street commented on the Hickory Hills SUP.

Mac McClelland of the Hickory Hills Advisory committee commented on the Hickory Hills SUP.

Scott Rokus commented on the proposed Chick-fil-A rezoning request.

Matt Stocknik of Randolph Street commented on the Hickory Hills SUP.

Matt Scheck of Ninth Street in Traverse City commented on the Chick-fil-A rezoning proposal.

2. Review and Approval of the Agenda – Conflict of Interest (7:34)

DeGood moved and Duell seconded to approve the agenda as presented.

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

Nays: None

3. Minutes (7:34)

a. September 11, 2019

Duell moved and Fudge seconded to adopt the minutes of August 28, 2019 as amended noting that in item 6c., one “Robertson” should be replaced with “Fudge” on both votes.

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

Nays: None

**4. Correspondence (7:35)
Letters regarding agenda items 6a and 7c.**

**5. Reports (7:36)
Township Board Report**

Duell reported that the Chelsea Park PUD amendment was approved as was the Silver Lake Milfoil assessment district. He mentioned that for Commissioner’s terms that were expiring, applications for renewal were due. He added that the board approved an updated Employee Handbook and that the township millage rate remained the same. The Eaglehurst SAD bids went out and the board agreed to share expenses for a grant with East Bay Township, which if awarded, would help determine the cause of elevated E. coli levels in Mitchell Creek.

Planning Commissioners

McManus asked about the Life Story Funeral Home expansion.
DeGood said that the Park Commission heard several issues with the pickleball courts and the 2020 Parks budget went to the board for approval. CIP projects were also discussed at the Parks meeting.

Staff Report

The Barlow Garfield Neighborhood Plan was discussed briefly and there will be a Public Input session on Monday October 21 at the County Health Building. Bob Gibbs will be in Garfield Township for a presentation on November 5th which will discuss some planning methods for large shopping areas.

6. Unfinished Business

a. Public Hearing – Findings of Fact PD 2019-129 Spring Hill Bed & Breakfast SUP

The applicant requests a Special Use Permit to use an existing single family home as a Bed and Breakfast. Bed and Breakfast establishments are permitted via SUP in the A-Agricultural zoning district. Joni Marcantoni, the applicant, said that she would love to open her home to a bed and breakfast to share it with the public. Only one room would be available for a bed and breakfast situation.

Racine opened the Public Hearing at 7:50pm.

Gordon Cornwell, a neighbor, said he was in favor of the use.

Racine closed the Public Hearing at 7:51pm.

Duell moved and Robertson seconded that the Findings of fact for application SUP-2019-05, as presented in Planning Department Report 2019-129 and being made a part of this motion, BE ADOPTED.

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

Duell moved and Robertson seconded that application SUP-2019-05 BE APPROVED, subject to the following conditions:

1. *All final reviews from agencies with jurisdiction shall be provided prior to any Land Use Permits being issued.*
2. *The applicant shall record promptly the amended 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 ninety (90) days of final approval by the township or approval shall be considered to have expired.*

Yeas: Duell, Robertson, Cline, Fudge, DeGood, McManus, Racine
Nays: None

b. Public Hearing PD 2019-131 Habitat for Humanity Expansion SUP

This application requests approval of a Special Use Permit to expand an existing retail building, including construction of an accessory storage building, and add office uses at 2487 Rice Street. The building was recently purchased by Habitat for Humanity, which has continued to use the building for retail operations. Retail operations and offices are permitted via SUP in the I-G district. Hannon updated commissioners on the development and said that the Planning Department is still awaiting some information regarding lighting, storm water review, landscaping. Fred Campbell, representing the applicant, said that the civil engineer was working on the topographic information. He added that lighting will be reduced on the site, but will meet the ordinance requirements. Racine opened the public hearing at 8:06pm and seeing no one wishing to speak, closed the public hearing.

DeGood moved and Duell seconded that application SUP-2019-04 for a Special Use Permit for a retail building expansion and office uses at 2487 Rice Street BE TABLED subject to the following additional information being provided by the applicant:

- 1) *A lighting and photometric plan for the site.*
- 2) *Details regarding storm water for review by the Township Engineer.*
- 3) *Details regarding existing and proposed landscaping.*
- 4) *Several items to be added or corrected on the site plan, including:*
 - a. *Two (2) bicycle parking spaces.*
 - b. *Calculation of snow storage area.*
 - c. *Correct parking calculations reflecting the use of the site.*
 - d. *Include information on storage building height.*

Yeas: DeGood, Duell, Fudge, Cline, McManus, Robertson, Racine
Nays: None

c. PD 2019-136 – Harris Hills Site Condominium Update #2 (8:09)

Staff has continued to work with the applicant for the proposed Harris Hills site condominium. The site is located on two parcels at the corner of Lone Tree and Harris Roads. The parcels are zoned R-2 – Two Family

Residential. Since the last meeting, Metro Fire has reviewed the site has approved the proposed design. Connectivity needs to be reviewed by staff. Commissioners asked questions and discussed the proposed development.

Cline moved and Robertson seconded that application SPR 2019-04, submitted by Jesse Mitchell for a site condominium development for Harris Hills, (parcels 05-007-021-00 and 05-008-022-02 BE SCHEDULED for Public Hearing for the November 13, 2019 Regular Meeting of the Planning Commission.

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

d. PD 2019-132 Hickory Hills SUP Update (8:21)

Sych reviewed the proposed SUP with commissioners and the public. He stated that Hickory Hills is requesting approval of an amendment of the Special Use Permit to the Hickory Hills Recreational facility to permit additional summer uses on the site and also to amend the previously approved landscaping plan. Summer activities would be different from winter and may include such uses as a zip line, Nature Center, Yoga Retreat, summer camps for kids and a banquet center. Sych said that traffic has been studied. Speed signs can be placed on the street to help alleviate speeders and the applicant can request that the city close one side of Randolph Street to parking. There was much discussion on the parking issue.

Duell moved to direct staff to prepare Findings of Fact for application SUP-2017-04-A, submitted by the City of Traverse City, for a Special Use Permit for a recreational facility at 2000 Randolph Street. Fudge seconded the motion.

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

7. New Business

a. PD 2019-117 Chick-fil-A C-G Rezoning – Introduction (8:54)

The applicant requests to rezone two parcels consisting of 1.8 acres from the C-L Local Commercial zoning district to the C-G General Commercial zoning district via the Zoning Map Amendment process, without restriction. The subject property is currently home to the Flap Jack Shack restaurant on the front parcel and a pole barn on the rear parcel. The two structures would be demolished and a new Chick-fil-A restaurant would be built on the site and the two parcels would be combined. Justin Lerc with Chick-fil-A said they would like to rezone the two parcels. There is an easement on the property which is the only restriction on the property. Commissioners discussed the rezoning request.

Hannon mentioned that there is a portion of the cemetery property, parcel 05-016-007-00, that provides the driveway access for the proposed Chick-fil-A site and is also zoned C-L. Hannon asked Commissioners if they thought this portion of the cemetery site should also be included in the rezoning, and suggested language to add to the motion

Fudge moved and Cline seconded that application Z-2019-03; which shall additionally include the portion of parcel 05-016-007-00 within 366 feet of the right-of-way of US 31, with any remaining portion of that parcel to be zoned R-1, BE SCHEDULED for a public hearing for the November 13, 2019 Planning Commission Regular Meeting.

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

b. Starbucks Directional Sign Review (9:19)

Section 630(G) of the Zoning Ordinance regulates signs permitted in the C-P Planned Shopping Center District. There is a provision which allows directional signs to be approved by the Planning Commission. This particular request is from a Starbucks to be located in an outlot building at the Grand Traverse Mall. Commissioners discussed the signage and number, size and quality of signs.

DeGood moved THAT application 1990-04-G, submitted by Signplicity Sign Systems dated September 4, 2019, to install signs for the Starbucks drive-thru restaurant on parcel 05-021-015-80 be approved with only TWO WALL SIGNS. Robertson seconded the motion.

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

c. Traverse Hospitality Two Hotel Development Site Plan Review (9:32)

The hotel is a use with special conditions within the C-H Commercial District. The 6.75 acre site is located at 3570 and 3654 N.US 31 South, east off of US 31 across from Franke Road. The proposed development is for two hotels: a 4-story 40,703 square foot hotel on the southerly parcel and a 4-story 53,124 square foot hotel on the northerly parcel. Dusty Christensen of Mansfield Land Use Consultants discussed the proposed project. He said that the increase in the height of the buildings was offset by the larger setbacks. Barry Polzin, architect, discussed the hotels specifically and their building materials, rooms and amenities. Sych discussed the overall development of the site. The plans meet the township parking ordinance and maintain all Kids Creek buffers. The landscaping also complies with the ordinance. There is a commercial joint driveway which will need to meet several standards. Commissioners discussed the commercial drive extensively along with the standards pertaining to a shared commercial drive and whether a maintenance agreement needs to be in place. The specifics of the two driveways were

discussed at length. Commissioners discussed traffic control along US 31 and the ultimate solution would be new light at Franke Road, but it will need to be resolved in the future. Commissioners asked for a wetland delineation certified by EGLE.

Duell moved and Robertson seconded THAT Findings of Fact for application SPR-2019-05, included in PD Report 2019-126 and forming part of this motion, BE APPROVED with a reference to the wetland delineation to be added by staff.

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

Duell moved and Robertson seconded THAT application SPR-2019-05, submitted by Traverse Hospitality Two, LLC to construct two hotels on parcels 05-016-016-00 and 05-016-016-45, BE APPROVED subject to the following conditions:

- 1) *All agency reviews and final engineering review by the Township Engineer, including storm water review, are received and deemed compliant prior to issuing a Land Use Permit or Building Permit.*
- 2) *Approval of the parcel split of 3570 N, US 31 South (05-016-105-45) for the Tru Hotel.*
- 3) *Submission and Township review, approval, and recording of a joint driveway easement agreement, including its design and layout, and a joint driveway maintenance agreement.*
- 4) *Amend the Tru Hotel to meet the Minimum Floor Area requirement.*
- 5) *Adjust the location of the Tru Hotel to meet the Minimum Yard Dimension requirement along the north property line.*
- 6) *Identify color temperature of the proposed lamps on the site plan.*
- 7) *Identify three (3) additional bicycle parking spaces for each hotel.*
- 8) *Identification of a wetland delineation certified by EGLE.*
- 9) *No public restaurants will be allowed in either hotel.*

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

8. Public Comment (10:41)

The developer of the hotel thanked commissioners for their time. Mark Kulinko, of Solon Township, thanked the Planning Commission for their preparation for the meetings and how they work together well.

9. Other Business (10:42)

None

10. Items for Next Agenda –October 23, 2019 (10:43)


- a. **Recap of Barlow Garfield Neighborhood Plan – Public Engagement**
- b. **Recap of MAP conference, MTA seminar, and Housing Summit**

Commissioners discussed the Public Comment at the beginning of the meeting and whether to allow it only for three minutes.

11. Adjournment

Fudge moved to adjourn the meeting at 10:50pm.

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

		Charter Township of Garfield	
		Planning Department Report No. 2019-140	
Prepared:	October 16, 2019	Pages:	1
Meeting:	October 23, 2019 Planning Commission	Attachments:	<input type="checkbox"/>
Subject:	Recap of MAP conference, MTA event and Housing Summit		

BACKGROUND:

Over the last three months, staff has had the opportunity to attend three planning education events:

- Hot Topics in Planning & Zoning – *Michigan Townships Association*
- Planning Michigan 2019 Annual Conference – *Michigan Association of Planning*
- Northwest Michigan Housing Summit

The subjects covered include:

- Recent changes to state law and ongoing legislative hot topics such as the Right to Farm Act, medical and recreational marijuana, and mining
- Best practices in implementation and follow-up of a master plan
- Issues, challenges and successes in Township planning – including our presentation
- Strategies for framing our messages to convey more effective stories, communicate to different audiences, and foster support for planning, policies, and programs
- Strategies for addressing housing issues including supply, types of housing permitted, and how housing is integrated with transportation
- Creating story maps in ArcGIS and strategies for good storytelling

ACTION REQUESTED:

Topics at this study session are for discussion or information only. No action is needed.