

**CHARTER TOWNSHIP OF GARFIELD
PLANNING COMMISSION MEETING
November 8, 2017**

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.

Roll Call of Commission Members:

Present: Steve Duell, Joe Robertson, Joe McManus, Pat Cline, Gil Uithol and John Racine

Absent and Excused: Chris DeGood

Staff Present: Eric Perdonik

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

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

Yeas: Duell, Robertson, Uithol, Cline, McManus, Racine

Nays: None

2. Minutes (7:00)

a. October 11, 2017 Regular Meeting Minutes

McManus moved and Robertson seconded to approve the October 11, 2017 Regular Meeting Minutes as amended removing Uithol's name from all agenda items since he was absent.

Yeas: McManus, Uithol, Cline, Robertson, Duell, Racine

Nays: None

3. Correspondence (7:03)

a. Conservation District Report

4. Reports (7:03)

Township Board Report

No report

Planning Commissioners

No report

Planning Department

Perdonik said that staff nominated three projects for Planning Awards and they were recognized at the annual Planning Dinner last week. The Parks and Recreation Commission is moving forward with their five-year Master Plan and the public is asked to go to the township website to view and comment on the plan.

5. Business to Come Before the Commission**a. PD 2017-109 Conceptual Review – Church (7:04)**

The application requests conceptual review of an institutional use to be located on vacant land off of LaFranier Road within the A-1 Agriculture district. The use is permitted within the district by Special Use Permit. Deficiencies remaining in the application are the land division, a sidewalk along LaFranier and parking. Bill Crain, of Crain Engineering, said that the site is on the east side of LaFranier Road and the plan is for a 9600 square foot church, gathering space and possible day care facility. Parking would be located south of the building. Some large trees on the site would be saved and as much vegetation as possible would be used. Crain indicated that a topographic survey was being done and a sidewalk along LaFranier was not an issue and would be installed. A new curb cut may be needed along LaFranier. Commissioners discussed the project and asked questions. Overall, Commissioners were favorable to the proposed project.

b. PD 2017-103- City of Traverse City – Water Tank SUP – FOF (7:15)

The new 2 million gallon tank is proposed to be located directly behind the current water reservoir which has been in existence since 1972 and is housed on approximately 5 acres of land. Commissioners reviewed the application previously and are now reviewing the findings of fact for Major Essential Services. Perdonik said that any concerns from last time have been addressed.

Duell moved THAT the Findings of Fact for Application SUP-2017-02, as presented in Planning Department Report 2017-103, and being made a part of this motion, BE ADOPTED. Robertson seconded.

*Yeas: Duell, Robertson, McManus, Uithol, Cline, Racine
Nays: None*

Cline moved and Robertson seconded THAT Application SUP-2017-02 BE APPROVED subject to the following conditions:

- 1) Final engineering review and approval by the township engineer including all infrastructure, stormwater and FAA, if necessary.*
- 2) All final reviews from agencies with jurisdiction shall be provided prior to any land use permits being issued.*
- 3) The applicant shall provide two (2) full sized plan sets, one (1) 11x17" plan set, and one electronic copy of the full application (in PDF format) with all updates as required by the conditions of this approval and indicating compliance with all provisions of the Zoning Ordinance.*
- 4) 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: Cline, Robertson, McManus, Duell, Uithol, Racine

Nays: None

c. PD 2017-105 – US 31 Retail – FOF (7:18)

The commissioners previously reviewed this request for a multi-tenant retail/food business complex. The proposed complex would be a single building consisting of three units constructed in a single phase on a 2.8 acre parcel located at 3664 North US 31 South.

Commissioners are now reviewing the Findings of Fact in the application. Perdonik said it was a permitted use by right but the site plan needed to be approved by the Planning Commission.

Uithol moved and Duell seconded that Findings of Fact for application SPR 2017-03, attached to PD Report 2017-105 and forming part of this motion, BE APPROVED.

Yeas: Uithol, Duell, McManus, Robertson, Cline, Racine

Nays: None

Uithol moved and Duell seconded THAT application SPR 2017-03, submitted by Alpha-31, LLC to construct a 3-unit retail space on parcel 05-016-016-30, BE APPROVED, with the following conditions:

- 1) All agency reviews and final engineering review by the Township's consultant are received and deemed compliant prior to issuing a Land Use Permit or Building Permit.*
- 2) That cross-access easements be provided to the adjacent properties to the North and South and recorded with the Grand Traverse Register of Deeds office following Staff review.*
- 3) The applicant shall provide two (2) full sized plan sets, one (1) 11x17" plan set, and one electronic copy of the full application (in PDF format) with all updates as required by the conditions of this approval and indicating compliance with all provisions of the Zoning Ordinance.*

Yeas: Uithol, Duell, McManus, Robertson, Cline, Racine

Nays: None

e. PD 2017-71 Master Plan

Commissioners were provided with an overview of the process and specific steps required for the Township to formally adopt the 2017 Master Plan in accordance with Sections 39, 41 and 43 of the Michigan Planning Enabling Act. Commissioners can now approve the proposed plan for submission to township board for comment and distribution.

Commissioners discussed a favorable Public Hearing time and decided to hold it when more people were in town.

Duell moved and Uithol seconded to submit the proposed Master Plan to the Township Board for review, comment and distribution and to hold a Public Hearing at some time after comment has closed.

*Yeas: Duell, Uithol, McManus, Cline, Robertson, Racine
Nays: None*


7. **Public Comment (7:29)**

8. **Items for Next Agenda – December 13, 2017**
TBD

Perdonik offered a review of the Fox Run development and said that the project is on hold and awaiting a new proposal by the developer. Buffalo Ridge will be back on the December 13th agenda for further review.

9. **Adjournment**

McManus moved and Uithol seconded to adjourn the meeting at 7:33.



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