

**CHARTER TOWNSHIP OF GARFIELD
PLANNING COMMISSION MEETING**

Wednesday, January 22, 2020 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 Commission Rules and Procedures: a.) any person wishing to address the Commission is requested to state his or her name and address. b.) No person shall be allowed to speak more than once on the same matter, excluding time needed to answer Commissioner's questions. Where constrained by available time the Chairperson may limit the amount of time each person will be allowed to speak to (3) minutes. 1.) The Chairperson may at his or her own discretion, extend the amount of time any person is allowed to speak. 2.) Whenever a Group wishes to address a Committee, the Chairperson may require that the Group designate a spokesperson; the Chairperson shall control the amount of time the spokesperson shall be allowed to speak when constrained by available time.

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

3. Minutes – January 8, 2020

4. Correspondence

5. Reports

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

6. Unfinished Business

7. New Business

- a. PD2020-10 Planning Commission Annual Report for 2019
- b. Barlow Garfield Neighborhood Plan Draft - Review / Discussion
- c. PD2020-12 2020 Priorities
- d. PD2020-11 Discussion on Staff / PC Communication

8. Public Comment

9. Other Business

- a. Traverse Hospitality 2 – Request to Amend Condition of SUP Approval
- b. Village of LaFranier Woods – Request to Prepare FOF for February 12th meeting

10. Items for Next Agenda – February 12, 2020

- a. Harris Hills Site Condominium SPR - FOF
- b. Village of LaFranier Woods PUD - Update
- c. Consumers Energy SUP - Introduction
- d. Oakleaf Village #2 - Conceptual Review
- e. Good News Automotive Rezoning - Introduction

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
January 8, 2020**

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, Steve Duell, Joe McManus, Chris DeGood, Joe Robertson, Pat Cline, and John Racine

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

Duell moved and Robertson seconded to adopt the amended agenda showing an added item – Election of Officers.

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

Nays: None

Election of Officers

Duell moved and Cline seconded to retain all existing positions for the 2020 year as follows: Chair – Racine, Vice-Chair – McManus and Secretary – Robertson.

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

Nays: None

1. Public Comment (7:02)

Tom Lakota of Apple Tree Lane commented on the Harris Hills item in terms of connections and easements. Neither party wants a road connection.

2. Review and Approval of the Agenda – Conflict of Interest (7:05)

Racine declared a conflict with items 6d and 7a.

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

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

Nays: None

3. Minutes (7:06)

a. December 11, 2019

Fudge moved and McManus seconded to adopt the minutes of December 11, 2019 as presented.

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

Nays: None

4. Correspondence (7:07)

- a. Letter from Gosling Czubak
- b. Letter from the Watershed Center regarding the MSU Federal Credit Union
- c. Letter from Chip Ironside regarding the LaFranier Woods PUD
- c. Letter from Gourdie-Fraser related to Harris Hills

5. Reports (7:08)

Township Board Report

Duell had no report.

Planning Commissioners

None

Staff Report

Planning Director Sych said that he will begin preparing a monthly report of Planning Commission activities for the Township Board.

6. Unfinished Business

a. PD 2020-5– Habitat for Humanity Addition SUP- FOF (7:09)

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 office uses are permitted via SUP in the I-G district. Fred Campbell, representing the applicant, commented on a light which was removed from the property because it did not meet with the ordinance requirements. He proposed a shared light between property owners. Commissioners said that all conditions listed in the Finding of Facts below would need to be met before any permits can be issued to change the site.

Robertson moved and Cline seconded THAT the Findings of Fact for application SUP-2019-04, as presented in Planning Department Report 2020-5 and being made a part of this motion, BE ADOPTED.

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

Robertson moved and Fudge seconded that application SUP-2019-04 BE APPROVED, subject to the following conditions:

- 1. *Additional landscaping as described on page 3 of PD report 2020-5 is needed to help bring the site into greater compliance with the landscaping requirements.*
- 2. *The transformer and fence should be shown on the site plan as an existing condition.*
- 3. *Final engineering review and approval by the Township Engineer is required including all infrastructure and stormwater.*

4. *All final reviews from agencies with jurisdiction shall be provided prior to any Land Use Permits being issued.*
5. *All proposed landscaping and site amenities shall be installed prior to the issuance of a Certificate of Occupancy.*
6. *The applicant shall provide two (2) full-size plan sets, one (1) 11"x17" 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.*
7. *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: Robertson, Fudge, Cline, McManus, DeGood, Duell, Racine

Nays: None

b. **PD 2020-3 Michigan State University Federal Credit Union SUP - FOF (7:20)**

The applicant requests approval of a Special Use Permit (SUP) for a financial institution including a drive-through. Drive-in or drive through businesses are only permitted in the C-G General Commercial District by special use. The site is located at 3750 N. US 31 and is on two parcels which equal 4.62 acres. Hannon said that changes were made to the site plan since the previous meeting and there will now only be one ingress and egress on the site. Restorative landscaping will be placed in the area near wetlands and the Watershed Center showed interest in the landscaping plans. Bob Verschaeve, representing the developer, said that the northern drive has reverted to a pedestrian connection and the riparian buffer will remain and be added to with some restoration landscaping. Hannon reviewed the EGLE limitations in having a full wetland delineation completed at this time. Planning Commissioners shared concerns with the wetland delineations as reviewed by another engineer in place of EGLE. Wetland delineation review on the property was discussed at length.

Duell moved and Robertson seconded THAT the Findings of Fact for application SUP-2019-06, as presented in Planning Department Report 2020-3 and being made a part of this motion, BE ADOPTED.

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

Nays: None

Duell moved and Robertson seconded that application SUP-2019-06 BE APPROVED, subject to the following conditions:

1. *As per the requirements of Section 730, if the queuing of vehicles interferes with the free flow of traffic on the public roadway, then the Special Use Permit holder is subject to enforcement such as fines, injunctive relief and/or revocation of the Special Use Permit.*
2. *Provide a statement that the site is suitable for a drive-in or drive-through establishment, with regard to traffic safety, by a registered engineer with an educational specialization in traffic engineering.*
3. *EGLE certified delineation regarding the regulated/unregulated nature of wetlands on the site. In lieu of this condition, the applicant's wetland delineation may be reviewed by another qualified engineer as approved by the township.*
4. *An easement shall be recorded to document the cross access agreement.*
5. *The cross-access connections to both the north and south neighboring properties shall be paved to the lot line. If the north cross-access connection is not provided to the lot line, then it shall be a condition of this approval that the property owner shall extend the driveway to the lot line when a paved stub connection at the property line is made available by the adjacent property owner.*
6. *Final engineering review and approval by the Township Engineer is required including all infrastructure and stormwater.*
7. *All final reviews from agencies with jurisdiction shall be provided prior to any Land Use Permits being issued.*
8. *All proposed landscaping and site amenities shall be installed prior to the issuance of a Certificate of Occupancy.*
9. *The applicant shall provide two (2) full-size plan sets, one (1) 11"x17" 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.*
10. *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: Yeas: Duell, Robertson, DeGood, Fudge, McManus, Cline, Racine
 Nays: None

c. PD 2020-7 Village at LaFranier Woods PUD – Update (7:48)

The applicant proposes a Planned Unit Development (PUD) for senior living including detached cottages, congregate residential buildings and assisted living residences. The property is 33.19 acres and is located at 2242 LaFranier Road, north of Hammond Road. It is currently zoned A-Agricultural. The development will consist of 385 units to be built in four phases. Sych commented that communication from Chip Ironside pertained to the entrance off of LaFranier Road. The applicant has been

meeting with the Road Commission to have an offset driveway which does not conflict with the entrance to Ridge 45. He also added that the Ridge 45 entrance is wider than what was approved by the township and the road commission. The proposed emergency ingress/egress has been changed to a main ingress/egress. Ironside added that a trip generation analysis has been done and the proposed project will have minimal impact on the area around it. He addressed open space requirements and trees along the entry drive. Ironside also spoke about screening, stormwater plans, lighting and signage. Staff will continue to work with the applicant and work towards preparing draft Findings of Fact.

d. PD 2020-6 Harris Hills Site Condominium SPR Findings of Fact/Update (8:40)

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.

Racine recused himself and McManus took over as chair.

Sych said that draft Findings of Fact were included in commissioner packets and that two major issues remain – the connection to Lone Tree and a road stub within the development. Sych added that the Township attorney reviewed the Lone Tree PUD Master Deed and gave the opinion that future connections were intended. The original approval by the township anticipated future connections. Jesse Mitchell, representing the developer, said that he does not want any litigation regarding the easement and proposes that they extend the road to their property line and agree to reciprocal easements. Lone Tree should extend the stub to connect to the proposed Harris Hills development. Mitchell said that the site plan remains unchanged, but the road connection is the only point of contention and that any new construction traffic would be using the Harris Hills roads. The road stub was discussed and due to topography, the stub will remain as planned. Mitchell has developed a plan and will work with the road commission on the plan. Commissioners thought that the applicant could proceed after a revised site plan was submitted and new Findings of Fact are drafted.

Fudge moved and Duell seconded to have staff redraft the Findings of Fact for SPR 2019-04, Harris Hills Site Condominium.

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

7. New Business**a. PD 2020-4 BATA Development – Conceptual Review (9:35)**

The applicant proposes a development that would facilitate construction of a 57,000 square foot operation facility for the Bay Area Transportation Authority, a bus transfer station and a 120 unit apartment complex on a portion of an approximately 76 acre parcel on the east side of LaFranier Road, just north of Hammond Road with the address of 2051 North Garfield Road. The proposed development would take up about 14 acres of this parcel. The subject parcel is zoned A- Agricultural. The Master Plan for the township has designated the parcel as High Density Residential.

Site Designer, Pete Lazdins, said this application proposes a new operations center for BATA as well as some workforce housing. Lazdins reviewed the land use map and a site plan for the property. He showed the proposed drawings of the building. Tony Lentych of the Traverse City Housing Commission further explained what is workforce housing and gave income and rental levels. Commissioners asked questions regarding the uses of the site and the proposed project and thought a traffic study would be warranted. Applicants stated that the site would be used for fueling, washing and light maintenance of the BATA bus fleet. Commissioners indicated that noise may be a factor as well as the wetlands and the overall use of the site being an industrial use.

Chair Racine rejoined the meeting.

8. Public Comment

None

9. Other Business

None

10. Items for Next Agenda – January 22, 2020

a. **Barlow Garfield Neighborhood Plan – Draft Document Review/Discussion**


b. **2020 Priorities – Discussion**

c. **Planning Staff/Planning Commission Communication - Discussion**

11. Adjournment

Fudge moved to adjourn the meeting at 10:25pm.

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

		Charter Township of Garfield	
		Planning Department Report No. 2020-10	
Prepared:	January 8, 2020	Pages:	6
Meeting:	January 22, 2020 Planning Commission	Attachments:	<input type="checkbox"/>
Subject:	2019 Planning Commission Annual Report		

INTRODUCTION:

The 2019 Charter Township of Garfield Planning Commission Annual Report was prepared pursuant to the requirements of Section 19(2) of the Michigan Planning Enabling Act (“MPEA”), which states:

A planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development.

This report is intended to serve as the Planning Commission’s report to the Township Board in accordance with the MPEA as quoted above, and it will also outline the activities of the Planning Department during 2019.

BOARDS AND COMMISSIONS:

The Planning Director and Deputy Planning Director serve on various committees and provide support services to several boards and commissions, including but not limited to:

- Garfield Township Board of Trustees (Staff)
- Garfield Township Planning Commission (Staff)
- Garfield Township Parks and Recreation Commission (Staff)
- Garfield Township Zoning Board of Appeals (Liaison)
- Joint Traverse City and Garfield Township Planning Commission (Staff)
- Joint Traverse City and Garfield Township Recreation Authority (as needed)
- Traverse Transportation Coordinating Initiative (TTCI) (Technical Committee Member)
- Grand Traverse County Road Commission (Garfield Township Alternate Representative)

ADMINISTRATION:

The Planning Department was responsible for generating 158 Staff Reports in 2019 (compared to 125 in 2018 and 133 in 2017) for the various boards, commissions, and committees listed above. Day-to-day tasks also include dialogue with Garfield Township residents, the development community, other community stakeholders, and partner organizations; review of new and ongoing development applications for completeness and compliance with the Zoning Ordinance; monitoring development approvals as they proceed through the approval process; administering grants and parks and recreation activities; and site visits.

PLANNING COMMISSION:

The Planning Commission meets the second and fourth Wednesdays of each month and is responsible for reviewing development applications, preparing plans, and making recommendations to the Township Board on development applications and zoning amendments. This meeting schedule allows for the Planning Commission to hear, review, and decide on projects during the first meeting and to advance the interests of the community by holding a work session during the second meeting of the month. This schedule will continue throughout 2020.

JOINT MEETING:

A joint meeting of the Township Board and Planning Commission was held on February 27, 2019. Of the key outcomes, the following actions were taken in 2019:

- The Planning Commission amended the Zoning Ordinance to remove the decibel requirement for car washes and incorporate other standards related to car washes.
- Township Board passed an ordinance to opt out of the recreational marijuana provisions.
- Planning Department staff facilitated a strategic planning process for the Township Board. The Township Board adopted a Strategic Plan on August 27, 2019.
- Planning Commission initiated a redevelopment planning effort for the east side of the Township. The Barlow Garfield Neighborhood Plan is expected to be completed soon.

STRATEGIC PLAN:

From June to August 2019, Planning Department staff facilitated a strategic planning process for the Township Board. The Board identified several strengths, weaknesses, opportunities, and threats facing the Township. These were used to form the vision statement, mission statement, and goals to guide the work of the Township Board, its appointed boards and commissions, and staff. The Township Board adopted the Strategic Plan on August 27, 2019. Goal topics of the Plan include: Community Identity, Economic Development, Public Safety, Parks and Trails, Water Quality, Housing, Transportation & Infrastructure, Partnerships, and Fiscal Responsibility.

BARLOW GARFIELD NEIGHBORHOOD PLAN:

Initiated in 2019 by the Planning Commission, the Barlow Garfield Neighborhood Plan will be Garfield Township's plan to help guide future land use and development for a portion of the east side of the township. This neighborhood, the study area for the subplan, includes both sides of the street on portions of Barlow Street, South Airport Road, Garfield Avenue, and surrounding sites. Once adopted, the Plan will be part of the Township Master Plan. The Plan also serves as a template to conduct other subarea plans around the Township where more focused attention to planning and zoning is needed.

CONCEPTUAL REVIEWS:

Conceptual reviews were established in the 2015 Zoning Ordinance to allow for applicants to appear before the Planning Commission with little more than a concept for development. This process is intended to provide an applicant with valuable feedback to gauge the Planning Commission's interest in a potential project before a full application is submitted. This process has been utilized by several applicants as they are able to discuss a potential project without having to first enlist surveying, planning, and/or engineering services to complete an application. The following projects were conceptually reviewed by the Planning Commission in 2019:

- Harris Hills Single Family Residential Development - Site Condominium
- Living Hope Church Addition - Special Use Permit
- LaFranier/Hammond Commercial Development - Conditional Rezoning
- Traverse City Senior Living - Planned Unit Development
- Village at LaFranier Woods Senior Living - Planned Unit Development
- 3077 Garfield Road Commercial/Warehousing Development - Conditional Rezoning

ADMINISTRATIVE REVIEWS:

In some specific cases, the Director of Planning can administratively approve projects provided that they meet all requirements of the Zoning Ordinance. This procedure significantly improves efficiency in the review of minor requests. The Planning Department requires that any Administrative Amendment be

justified via written findings and provided to the Planning Commission. The following five applications were administratively reviewed and approved in 2019:

- **SUP 2005-06-C Culver Meadows SUP Administrative Amendment**
The subject parcel is located on the north side of West Silver Lake Road, just south of Secor Road. The parcel address is 1661 N. West Silver Lake Road and is zoned R-1 One-Family Residential. The request was to amend the Culver Meadows Special Use Permit to add a 480-square foot storage building.
- **SPR 2000-09-G Chelsea Park West PUD Administrative Amendment**
The subject property is located within the west portion of Chelsea Park Planned Unit Development and is accessed via Hartman Road. The request was to amend Chelsea Park Planned Unit Development to reconfigure less than 15% of the residential units. 172 apartment dwellings were approved for the Chelsea Park West portion of the Planned Unit Development. There will be no change in the number of approved units. Building #8 (8 units) is proposed to be removed. Building #9 will be renumbered as Building #8. Building #1 (16 units) is proposed to be increased by 8 units to 24 total units.
- **SUP 2000-08-J Copper Ridge PUD-Building 7-Administrative Amendment**
The subject property, Building 7, is located within the Copper Ridge Planned Unit Development located off Silver Lake Road, north of Barnes Road. The request was to amend Building 7 at Copper Ridge Planned Unit Development to allow for a covered building entry and medical mobile unit parking stall.
- **SUP 2000-03-B City Church TC - SUP Administrative Amendment**
The subject parcel is located on the west side of Keystone Road, just south of Hammond Road. The parcel address is 1895 Keystone Road and is zoned R-1 One-Family Residential. The request was to amend the City Church Special Use Permit to expand the existing parking lot to 95 parking spaces.
- **PUD 2001-01-G Traditions/Ashland Park PUD-Administrative Amendment**
The subject property is located within the Traditions portion of the Ashland Park Planned Unit Development and accessed by way of Rusch Road and Birmley Road (once all infrastructure is in place). A request was made to amend the Traditions portion of the Ashland Park Planned Unit Development, specifically, replacement of duplex residential units 140 – 167 with single family residential units 160 – 167, located on UMBER Drive. In an Administrative Amendment (File No. PUD 2001-01-E) approved in 2018, duplex residential units 168-177 were replaced with single family residential units 168 – 172.

DEVELOPMENT REVIEWS:

The Planning Commission reviewed and approved numerous projects in 2019, which included Site Plan Reviews, Planned Unit Developments, Special Use Permits, and Zoning Text and Map Amendments. A brief summary of those reviews is as follows:

- **PURD-2017-01 Fox Run Multi-Family Residential Project (Approved)**
On Garfield Road, north of Hammond Road, an 84 two-bedroom apartment complex on 4.27 acres of land was approved via Planned Unit Residential Development, with onsite amenities such as three playgrounds, a dog park, and a walking trail. An additional 3.77 acres of environmentally sensitive area on the site will remain open space, with some of the recreational amenities for residents proposed within it.
- **SPR-2019-01 Alliance Property Holdings/SurgCenter SPR (Approved)**
An 8,677-square foot out-patient surgical facility was approved via Site Plan Approval on a 2.71-acre site located at 3663 North Country Drive, west off US-31 and south of South Airport Road.

- **SUP-2019-02 Living Hope Church Expansion SUP (Approved)**
A Special Use Permit was approved for a 13,500-square foot addition to the existing 7,296-square foot Living Hope Church, with an associated 134-space parking area on 3.2 acres located at 3050 W. South Airport Road (between Day Drive and Marmac Avenue).
- **SUP-2019-03 Munson Daycare SUP (Approved)**
A Special Use Permit was approved to use an existing 9,256-square foot building as a child care center located on 1.65 acres at 5222 North Royal Drive.
- **PUD-2001-01-F Ashland Park PUD Phases 2 and 3 Major Amendment (Approved)**
A major amendment was approved for Phase 2 and Phase 3 of the Ashland Park Planned Unit Development by replacing the 2001 original approved mix of 124 quadplex residential units, 42 duplex residential units, and 21 single-family residential units with a new pattern of consisting of 158 duplex residential units. The Planned Unit Development extends southwest from the intersection of Birmley Road and Garfield Road. Phases 2 and 3 compose approximately 52 acres of land.
- **SUP-1995-03B French Manor/Terra PUD Major Amendment (Approved)**
A major amendment to the Terra Energy Planned Unit Development was approved to provide a single-story 80-unit assisted living facility built over two phases. Phase I consists of 30 units while Phase II will consist of 50 units. The site is 3.78 acres located east off LaFranier Road, south of South Airport Road.
- **SUP-2008-02-A Alpers SUP Renewal (Approved)**
Extension of the Special Use Permit was approved for the existing Alpers sand and gravel mining operation on approximately 63 acres of land at 2767 Zimmerman Road. The Special Use Permit was extended for 10 years.
- **SPR 2000-09-H Chelsea Park West PUD Major Amendment (Approved)**
A major amendment was approved for the Chelsea Park West Planned Unit Development to increase the number of multiple family units from 172 multiple family units to 192 multiple family units. The project located north off Hartman Road, east of US-31, will be built in four (4) phases of construction.
- **SUP-2017-04-A Hickory Hills SUP Amendment (Approved)**
Hickory Hills, a recreation facility owned by the City of Traverse City and located in Garfield Township, was approved as a Special Use Permit by the Garfield Township Planning Commission in 2018. Since approval in 2018, there have been plans and efforts by the City to implement more of the Master Plan and expand use of the park in the summer months, including banquets. Approval of an amendment to the Special Use Permit will address any potential impacts of these additional uses.
- **SUP-2019-05 Springhill Bed & Breakfast SUP (Approved)**
A Special Use Permit was approved to permit a bed & breakfast establishment for use an existing single-family residence at 296 Springhill Road. The existing single-family residence with barn and other accessory buildings is located on 9.96 acres in an Agricultural zoned area.
- **SPR-2019-05 Traverse Hospitality Two SPR (Approved)**
Site Plan Approval was granted for two new hotels located at 3570 and 3654 N. US-31 South, east off US-31 across from Franke Road. The site was previously part of the Price Point automobile dealership. The proposed development is for two hotels: a 4-story 40,703 square foot hotel on the southerly parcel (Tru Hotel) and a 4-story 53,124 square foot hotel on the northerly parcel (Fairfield Hotel).
- **SPR 1990-04-G Starbucks Directional Sign Review (Approved)**
Located in the C-P Planned Shopping Center district, the JC Penney lot at Grand Traverse Mall was subdivided to allow construction of a new outlot building along the service drive that faces South Airport Road. The new outlot building provides two tenant spaces (one for a T-Mobile store and one for a Starbucks store). As part of the installation of the new Starbucks store, an application

was approved by the Planning Commission to allow directional signs for the proposed drive-thru. Signs in the C-P require Planning Commission approval.

- **SPR-2019-06 Lake Michigan Credit Union SPR (Approved)**
Site Plan Approval was granted for a 3,362 square feet financial institution building with a drive-through located at 3650 N. US-31 South, across from Franke Road. The approximately 0.97-acre site was previously the Northpointe Motors automobile dealership.
- **SUP-2019-06 Michigan State University Federal Credit Union (Approved)**
A Special Use Permit for a 10,131 square feet financial institution including a drive-through located at 3750 North US 31, across from Meijer. The 4.62-acre site is occupied by two office buildings.
- **PUD 2019-01 Village at LaFranier Woods (Ongoing)**
An application for a senior living Planned Unit Development is currently underway for a 33-acre parcel located at 2242 LaFranier Road, north of Hammond Road. The proposed development would be comprised of the following buildings in four phases:
 - Phase 1: One (1) three-story building complex containing 116 independent living units.
 - Phase 2: Four (4) one-story duplex and eight (8) one-story fourplex independent cottages totaling 40 units.
 - Phase 3: One (1) one-story building complex containing 113 assisted living units.
 - Phase 4: One (1) three-story building complex containing 116 independent living units.Based on this configuration, 385 total senior living units are proposed.
- **SPR 2019-04 Harris Hills Site Condominium (Ongoing)**
Review of a site condominium is currently underway to create 40 total single-family units on a 20-acre site. The proposed Harris Hills site is located at the southwest corner of Lone Tree and Harris Roads, east of the existing Lone Tree Planned Unit Development. All units will connect to the municipal water and sanitary sewer systems.
- **SUP-2019-04 Habitat for Humanity Addition (Approved)**
An application for a Special Use Permit is currently underway to expand an existing retail building, including construction of an accessory storage building, located on a 1.62-acre parcel at 2487 Rice Street, off Cass Road. The building was formerly the Excel Office Interiors retail store and was recently purchased by Habitat for Humanity, which has continued to use the building for retail operations.

ZONING ORDINANCE AMENDMENTS:

Map Amendments

- **Z-2019-01 Harris Hills Rezoning (Approved)**
The vacant property is comprised of two tax parcels and located at the southeast intersection of Lone Tree and Harris Roads. The request to rezone the approximately 20 acres of land from A - Agricultural zoning district to R-2 One and Two-Family Residential district was approved.
- **Z-2019-02 Green US-31 Rezoning (Denied)**
The property is a former scenic overlook located at 1202 N. US-31 South. The request to rezone the approximately 0.84 acres of land from the C-O Office Commercial zoning district to the C-G General Commercial district was denied.
- **Z-2019-03 Chick-fil-A Rezoning (Ongoing)**
The property is located at 3980 N. US-31 South and is currently occupied by the Flap Jack Shack restaurant. The request to rezone the approximately 1.8 acres from the C-L Local Commercial zoning district to the C-G General Commercial zoning district is currently under consideration.

Text Amendments

- **Amendment No. 19 regarding Section 712 Automobile Laundries (Approved)**
Amendment No. 19 removed decibel requirements for car washes and clarified that no equipment shall be located closer than one hundred (100) feet to any property zoned or used for residential purposes.
- **Amendment No. 20 regarding Section 749 Golf Courses and Country Clubs (Approved)**
Amendment No. 20 reduced required setbacks for principal and accessory buildings and structures from 200 feet to 80 feet.
- **Amendment No. 21 regarding Section 315 R-3 (Multiple Family Residential) (Approved)**
Amendment No. 21 replaced the current uniform minimum side yard setback of 20 feet with standards of 10 feet for one-family dwellings, 15 feet for two-family dwellings, and 20 feet for multi-family dwellings.

JOINT TRAVERSE CITY AND GARFIELD TOWNSHIP PLANNING COMMISSION:

The Joint Planning Commission is comprised of City and Township residents appointed from their respective Planning Commissions and one member jointly appointed by both municipalities. The Joint Commission has not been significantly active since the adoption of the new Zoning Ordinance in May 2017 for the Grand Traverse Commons property. The Commission meets every January, April, July and October at 5:15 PM on the third Wednesday of the month. Recent meetings have focused on continued redevelopment of the historic buildings, the future of the Commons natural area, and the paving improvements at the Historic Barns.

STAFF CHANGES:

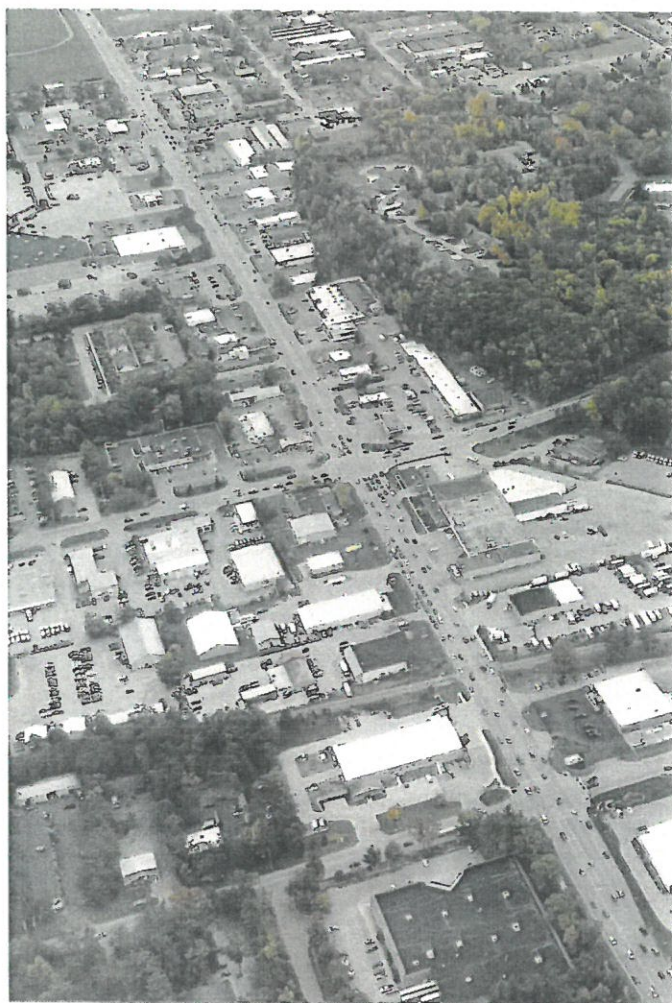
2019 saw the departure of Erik Perdonik, Deputy Planner, and the hiring of Stephen Hannon as Deputy Planning Director. In addition to assisting with development reviews, he has been working to update our GIS mapping, coordinate parks and recreation activities and preparation of the Barlow Garfield Neighborhood Plan.

RECOMMENDATION/ACTION REQUESTED:

Following review, if the Planning Commission is prepared to accept the 2019 Annual Report in accordance with the Michigan Planning Enabling Act, the following motion is suggested:

THAT the 2019 Planning Commission Annual Report, as provided in Planning Department Report 2020-10, BE APPROVED and FORWARDED to the Township Board.

BARLOW GARFIELD NEIGHBORHOOD PLAN



DRAFT

An addendum to the
Charter Township of Garfield Master Plan

Prepared by the
Charter Township of Garfield Planning Commission

Adopted by the
Charter Township of Garfield Board of Trustees
<insert date>

2020

CHARTER TOWNSHIP OF GARFIELD

PREFACE

In 2018, the Charter Township of Garfield adopted its current Master Plan. The Master Plan is a document and policy guide designed to help the Township achieve its desired vision of future development. As part of its implementation, the Master Plan recommended focusing on major corridors to create subplans to provide greater detail with regard to desired development in each subarea. The Barlow Garfield Neighborhood Plan focuses on the east side of the Township including Barlow Street, South Airport Road, Garfield Avenue, and surrounding sites.

The Master Plan further recommends encouraging and incentivizing new and infill development close to the core area of the Township in close proximity to amenities in an effort to slow outward growth. The Barlow Garfield Neighborhood is one of those areas. Historically, it's the first commercial center within the Township and possesses the infrastructure needed for new and infill development. Its location at the center of the larger urban area creates a prime opportunity for new investment and growth. As an amended part of the Master Plan, this Plan will be an essential guide for land use and zoning decisions specifically for the Barlow Garfield Neighborhood.

The Barlow Garfield Neighborhood Plan acknowledges that infill development and investment is needed in this area to address economically underperforming properties, especially the Cherryland Center site. As shopping and retail preferences have shifted away from big box stores and malls, shopping centers such as Cherryland Center have struggled to compete. Several former malls have closed across the country and many communities have used targeted planning efforts to reimagine the use of mall sites. This Plan acknowledges that a failure to address underperforming properties may lead to liabilities such as lower property tax revenue, enforcement issues, and potential decline of other parts of the surrounding neighborhood.

ACKNOWLEDGEMENTS

Board of Trustees

Chuck Korn, *Supervisor*
Jeane Blood Law, *Treasurer*
Lanie McManus, *Clerk*
Molly Agostinelli, *Trustee*
Steve Duell, *Trustee*
Denise Schmuckal, *Trustee*
Dan Walters, *Trustee*

Planning Commission

John Racine, *Chair*
Joe McManus, *Vice Chair*
Joe Robertson, *Secretary*
Pat Cline
Chris DeGood
Steve Duell
Robert Fudge

CHARTER TOWNSHIP OF GARFIELD

3848 Veterans Drive | Traverse City, MI 49684 | 231-941-1620
www.garfield-twp.com

CONTENTS

EXECUTIVE SUMMARY	4
I INTRODUCTION.....	9
Purpose of the Plan	
Description of the Planning Process	
II EXISTING CONDITIONS	13
Summary	
Key Findings	
III PUBLIC ENGAGEMENT PROCESS	15
Public Input Session and Online Survey	
An Evening with Bob Gibbs	
Survey of Property Owners	
IV STRATEGIC PLAN FOR THE NEIGHBORHOOD.....	21
Vision Statement	
Vision Elements	
Development Principles	
Potential Redevelopment Scenarios	
V DEVELOPMENT GUIDELINES.....	26
Future Land Use	
Zoning and Design Standards	
Public Infrastructure	
Housing	
Investment	
APPENDICES.....	28
Appendix A: Existing Conditions Report	
Appendix B: Results of Public Engagement	
ADOPTION RESOLUTIONS	29

EXECUTIVE SUMMARY

INTRODUCTION TO BARLOW GARFIELD NEIGHBORHOOD

This plan is intended to generate a vision and sense of place for this part of the township. The plan covers a neighborhood located generally in the northeast corner of the township, which presents an opportunity for new business investment and growth. Several properties in this neighborhood have been underperforming economically, particularly Cherryland Center. The plan is intended to guide infill development and redevelopment on these sites. The plan is also intended to recognize unique strengths of the area such as the proximity of Cherry Capital Airport, a key regional travel hub, and the intersections of major roads including Garfield Avenue and South Airport Road.

Forming a plan for this neighborhood will also guide the use of redevelopment tools and incentives. Financing programs, such as corridor improvement authorities or others, could be used to fund new infrastructure improvements or public amenities. Parts of the neighborhood are also located within the only Opportunity Zone in Grand Traverse County. The Opportunity Zone is a federal program designed to help spur private investment in economically distressed neighborhoods.

VISION STATEMENT

Barlow Garfield Neighborhood is a connected, livable, community center within Garfield Township. The neighborhood is a destination for shopping and services with sidewalks and improved streets. The neighborhood provides a variety of housing choices, public gathering places, and parks.

REDEVELOPMENT POTENTIAL

As the commercial market continues to change, many retail and shopping oriented properties have struggled to maintain occupancy. The Cherryland Center is an example of the changes in shopping trends away from large format and big box retail. It is also indicative of many commercial areas being 'over retailled,' creating an oversupply in the market. The Barlow Garfield Neighborhood was in part identified as a special planning area because of the opportunity to redevelop the Cherryland Center site and positively enhance the surrounding area. In addition, concepts for this area are intended to complement and build upon recent investment elsewhere in the Township and surrounding community. In order to increase activity and viability of retail space, there is a growing movement to infuse these properties with new activities and full-time residents which will diversify the market and increase day and night time activity in the area. The site also represents an opportunity to increase missing middle housing options in the Township.



EXISTING CONDITIONS & MARKET OPPORTUNITIES

The Existing Conditions Report for the Barlow Garfield neighborhood describes demographic, housing, economic, environmental, and other information for the area. Key findings from the report include the following:

- The neighborhood sits in a strategic location in the region along major roadways and is near the Cherry Capital Airport
- The neighborhood has had economic challenges and lower average land values per acre, but the strengths of the neighborhood offer major opportunities for investment
- Specifically, the Cherryland Center site represents a key opportunity for investment given its location at a major intersection and the overall size of the site
- The investment and growth in nearby areas, including Traverse Heights to the north and on LaFranier Road to the south, bring additional potential demand to the neighborhood
- The neighborhood may be ideal to help meet the demand for smaller footprint commercial businesses along with some larger commercial along the major roadways
- The neighborhood may be ideal to help meet the demand in the Township and region for smaller, attached housing units, especially for young singles or retired people
- The neighborhood would benefit from investments in new infrastructure such as sidewalks and improvements to existing infrastructure
- Planning for this neighborhood will help meet the Garfield Township Strategic Plan goals of economic development, housing, and transportation and infrastructure
- Additional investment can be potentially attracted to this neighborhood from the private sector (Opportunity Zone) and public sector (tax increment financing)

DEVELOPMENT PRINCIPLES

Based on public input and data analysis gathered for this project, these are the guiding principles for the future development of the Barlow Garfield neighborhood:



1

MIXED-USE DEVELOPMENT

The neighborhood will allow for mixed-use development on primary corridors as appropriate including residential, commercial, light industrial, office, and institutional uses. Consideration shall be given to surrounding existing uses, future land use, and site design to determine the compatibility of proposed mixed-use developments.



2

PUBLIC SPACES

Development throughout the neighborhood will account for public spaces including public gathering, parks, and recreational areas. Public spaces in the neighborhood will accommodate a variety of activities and promote public safety and community identity.



3

CONNECTIVITY

Development throughout the neighborhood will encourage connectivity by including sidewalks and trails along primary corridors to promote walkability, internal street connections, cross-access agreements to allow access between adjacent sites and to manage curb cuts, and connections to transit services.



4

SITE DESIGN

The neighborhood will allow sites to be designed at a scale that encourages a neighborhood character appropriate for the surrounding area. Site design will reinforce the development principles through consistency in building setback and placement, landscaping and planting elements, and other site features.



5

HOUSING

New housing stock in the neighborhood will allow for a diverse selection of unit types and sizes, which will serve the varied housing needs of the neighborhood population.



6

INFRASTRUCTURE

New developments will facilitate improvements for public infrastructure which could include water, sewer, sidewalks, benches, lampposts, signage, and other elements as needed.

DEVELOPMENT CONSIDERATIONS & RECOMMENDATIONS

Future Land Use

- Cherryland Center. This plan envisions the redevelopment of the Cherryland Center as a catalyst for the neighborhood and spur additional investment.
- West Side of Barlow Street. This plan is intended to encourage the continuation of light industrial uses while also allowing for additional complementary uses.
- East Side of Barlow Street. Improvement of this area will see a mix of new single and multi-family dwellings.
- Garfield Avenue and South Airport Road (East of Barlow). This area will continue to serve as a vital commercial center for the Township and region.
- South Airport Road (West of Barlow). Industrial uses should be maintained and improved.

Zoning and Design Standards

- Standards for setbacks and building placement to promote neighborhood character.
- Flexibility in land uses and improved urban design.
- Pedestrian oriented design to increase walkability in the neighborhood
- Connectivity improves access, connects parking areas, reduces turning conflicts, and improves traffic flow.
- Community appearance and identity promote a safe and attractive neighborhood.

Public Infrastructure

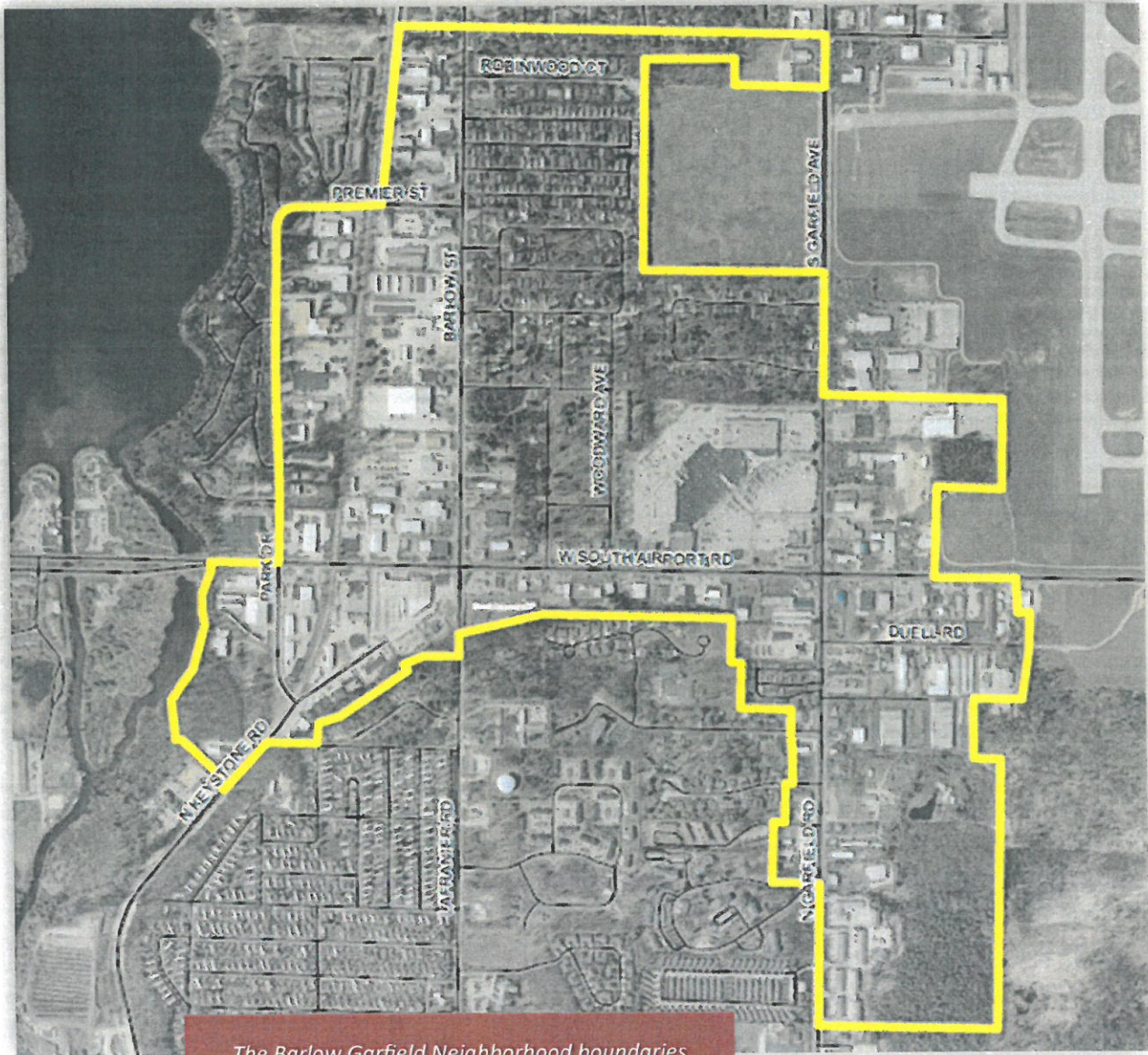
- Coordinated construction of public and private infrastructure support new development.
- Public parks and gathering places create a better sense of community.
- New sidewalks and trails expand the non-motorized network for the neighborhood.
- Landscaping and pedestrian scale lighting to support neighborhood identity.

Housing

- A variety of housing densities, unit types, and sizes should be strongly encouraged in this area.
- Residential options in mixed-use and non-residential districts should be provided where appropriate, including dwelling units above commercial uses and live-work units.

Investment

- Prioritize public infrastructure improvements and consider the application of tax increment financing mechanisms (i.e., Corridor Improvement Authority).
- Promote the area for economic investment, particularly use of the Opportunity Zone designation.



*The Barlow Garfield Neighborhood boundaries
Charter Township of Garfield*

I INTRODUCTION

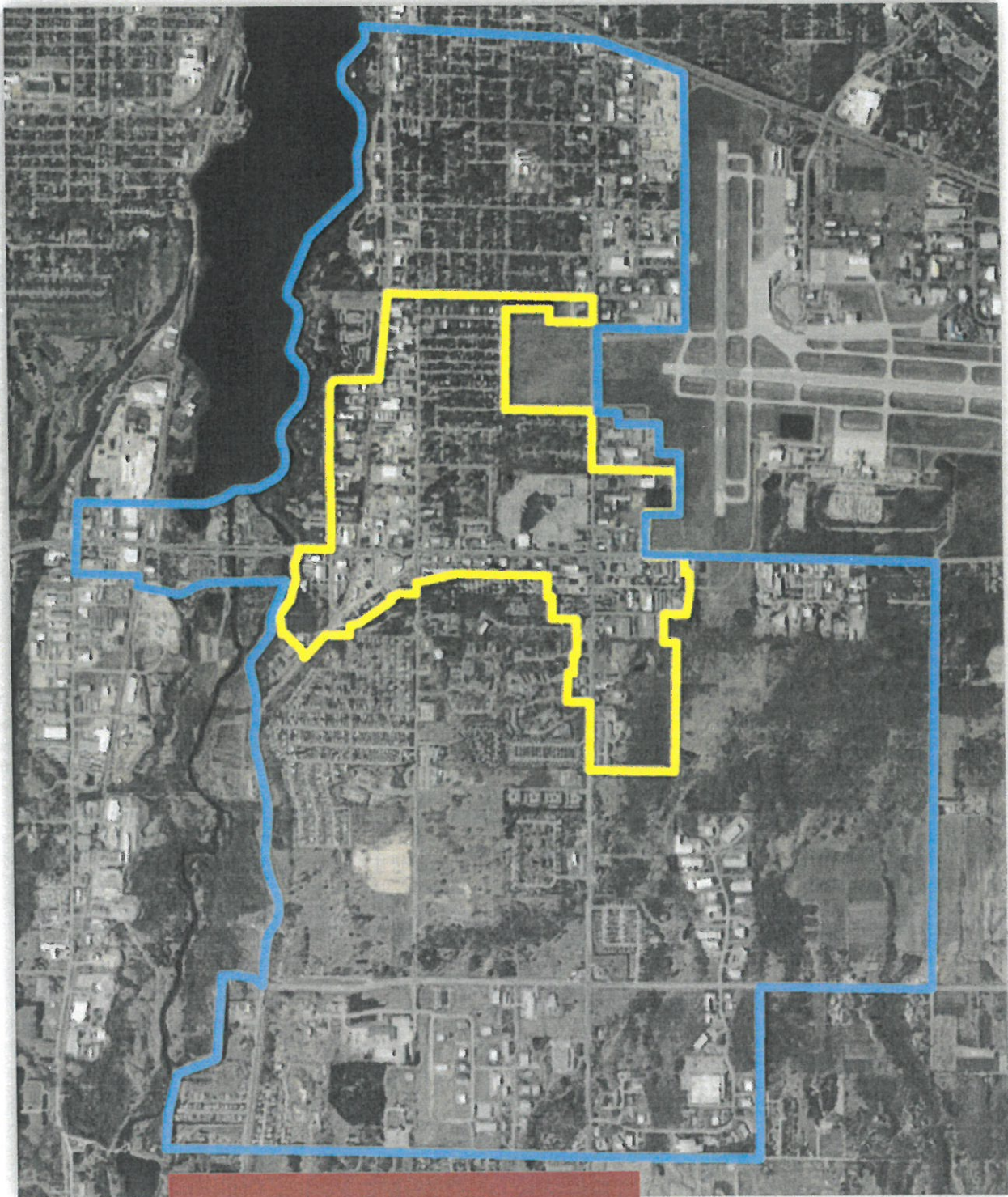
The Barlow Garfield Neighborhood Plan is Garfield Township’s plan to help guide future land use and development for a portion of the east side of the township. This neighborhood, the study area for the subplan, includes both sides of the street on portions of Barlow Street, South Airport Road, Garfield Avenue, and surrounding sites. This subplan also analyzes an “area of influence” which is roughly defined as a five-minute drive from Cherryland Center.

In accordance with the Michigan Planning Enabling Act, a planning commission may, by a majority vote of its members, adopt a subplan for a geographic area less than the entire planning jurisdiction, if, because of unique physical characteristics of that area, more intensive planning is necessary. The Barlow Garfield Neighborhood Plan functions as a subplan for this portion of the township. It has been adopted as an addendum to the Garfield Township Master Plan originally adopted in 2018.

PURPOSE OF THE PLAN

This plan is intended to generate a vision and sense of place for this part of the township. The plan covers a neighborhood located generally in the northeast corner of the township, which presents an opportunity for new business investment and growth. Several properties in this neighborhood have been underperforming economically, particularly Cherryland Center. The plan is intended to guide infill development and redevelopment on these sites. The plan is also intended to recognize unique strengths of the area such as the proximity of Cherry Capital Airport, a key regional travel hub, and the intersections of major roads including Garfield Avenue and South Airport Road.

Forming a plan for this neighborhood will also guide the use of redevelopment tools and incentives. Financing programs, such as corridor improvement authorities or others, could be used to fund new infrastructure improvements or public amenities. Parts of the neighborhood are also located within the only Opportunity Zone in Grand Traverse County. The Opportunity Zone is a federal program designed to help spur private investment in economically distressed neighborhoods.



Barlow Garfield Neighborhood Plan study area (yellow) in context with area of influence (blue)

DESCRIPTION OF THE PLANNING PROCESS

The following is a description and timeline of the planning process:

JUNE 2019—SEPTEMBER 2019

Prepare Existing Conditions Report

OCTOBER 21, 2019

Public Input Session

OCTOBER 2019—DECEMBER 2019

Online Survey

NOVEMBER 5, 2019

An Evening with Bob Gibbs

NOVEMBER 2019-DECEMBER 2019

Survey of Property Owners

SEPTEMBER 2019—JANUARY 2020

Prepare the Draft Plan

JANUARY 2020-FEBRUARY 2020

Review the Draft Plan with Planning Commission

FEBRUARY 27, 2020—APRIL 8, 2020

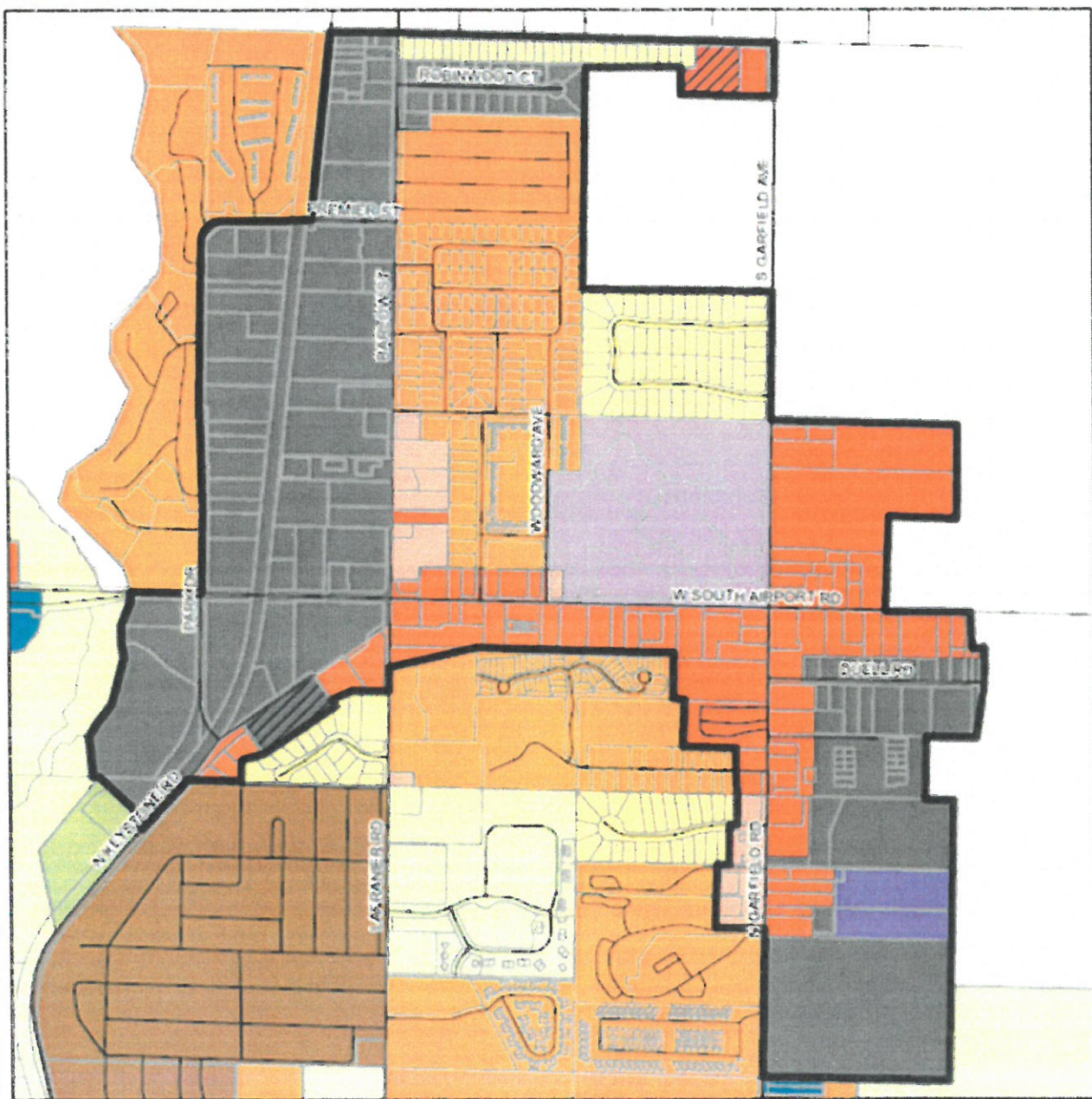
Public Comment Period

APRIL 22, 2020

Public Hearing at Planning Commission

APRIL 28, 2020

Adoption by the Township Board



A - Agricultural	C-O Office Commercial	I-G General Industrial
R-R Rural Residential	C-L Local Commercial	I-L Limited Industrial
R-1 One-Family Res	C-G General Commercial	P-R Park-Recreation
R-2 Two-Family Res	C-H Highway Commercial	GTC - Grand Traverse Commons
R-3 Multi-Family Res	C-F Planned Shopping	Conditionally Zoned
R-M Mobile Home Res		

Zoning Map for Study Area

II EXISTING CONDITIONS

EXISTING CONDITIONS REPORT

The Existing Conditions Report chronicles the current conditions of the Barlow Garfield area. The report covers the following:

<i>History of the Neighborhood</i>	<i>Regional Context</i>	<i>Existing Land Use</i>
<i>Development Patterns</i>	<i>Zoning</i>	<i>Roadways and Traffic Counts</i>
<i>Non-motorized Facilities</i>	<i>Transit</i>	<i>Utilities</i>
<i>Demographics</i>	<i>Housing</i>	<i>Land Values</i>
<i>Walkability</i>	<i>Wetlands</i>	<i>Parks and Open Space</i>
<i>Future Land Use</i>	<i>Opportunity Zone</i>	<i>Tax Increment Financing</i>

KEY FINDINGS

The key findings presented in the Existing Conditions Report include the following:

- The neighborhood sits in a strategic location in the region along major roadways and is near the Cherry Capital Airport
- The neighborhood has had economic challenges and lower average land values per acre, but the strengths of the neighborhood offer major opportunities for investment
- Specifically, the Cherryland Center site represents a key opportunity for investment given its location at a major intersection and the overall size of the site
- The investment and growth in nearby areas, including Traverse Heights to the north and on LaFranier Road to the south, bring additional potential demand to the neighborhood
- The neighborhood may be ideal to help meet the demand for smaller footprint commercial businesses along with some larger commercial along the major roadways
- The neighborhood may be ideal to help meet the demand in the Township and region for smaller, attached housing units, especially for young singles or retired people
- The neighborhood would benefit from investments in new infrastructure such as sidewalks and improvements to existing infrastructure
- Planning for this neighborhood will help meet the Garfield Township Strategic Plan goals of economic development, housing, and transportation and infrastructure
- Additional investment can be potentially attracted to this neighborhood from the private sector (Opportunity Zone) and public sector (Tax Increment Financing)



*Bob Gibbs presenting on the evening of
November 5, 2019*

III PUBLIC ENGAGEMENT PROCESS

PUBLIC INPUT SESSION & ONLINE SURVEY

On October 21, 2019, the Township hosted a public input session for the neighborhood plan at the Grand Traverse County Health Department Building. About 18 people attended and according to a survey of attendees, 5 live in the Barlow Garfield neighborhood and the rest live elsewhere.

After going over the planning process and the existing conditions report, the people participated in a visual preference survey. This survey included different development types, architectural and design features, landscaping, street furniture, and other elements. The survey included 18 images with each image showing a combination of these elements.

Participants were asked to evaluate how well they thought the elements in each image would fit with the character of the Barlow Garfield neighborhood. This included images where only some of these elements may fit or fit only in certain parts of the neighborhood.

An online version of the visual preference survey was posted on the Township project website after the public input session. The online survey received eight total responses.

The most highly rated and least highly rated images from those surveyed, those images that were in the top five or bottom five of either survey, were the following:

MOST HIGHLY RATED IMAGES

LEAST HIGHLY RATED IMAGES



1



12



4



15



10



3



13



6



17



8

Overall, the most highly rated images share several common character traits. Each of these images include well-groomed landscaping and clear sidewalks. The buildings each show a different density and scale, but all have an architectural design that fits with the neighborhood. The highest rated of all images is a park with a gazebo. Several people commenting that they liked seeing a shared open space and a place for people to gather.

The least highly rated images also share common character traits. Each of these images depicted an area with sparse landscaping and greenspace, including the image showing a public square. For the other images, there are no sidewalks shown. As several people commented, the buildings shown in these images have a generic look and architecture, and none of the buildings shown have strong ties to activities along the street.

AN EVENING WITH BOB GIBBS

The Township hosted “An Evening with Bob Gibbs” on November 5, 2019 at the Township Hall. The event was co-sponsored by Garfield Township, the Traverse Area Association of Realtors, and Grand Traverse County. This event supported the Barlow Garfield Neighborhood Plan along with specific focus on the federally designated Opportunity Zone.

Mr. Robert Gibbs gave a presentation on the development trends facing urban, suburban and rural communities across the country, and different redevelopment opportunities for each type of place. Key concepts as presented by Mr. Gibbs included the following:

- Communities are facing economic challenges with declining shopping malls such as Garfield Township with Cherryland Center. Mr. Gibbs showed different examples of redevelopment on former shopping mall sites.
- Different scales of development such as city, town, village, and hamlet, encompass different strategies for design.
- The housing projections for the country indicates that there will be an increasing demand for small lot housing under 7,000 square feet and decreasing demand for large lot housing. This may negatively affect communities whose housing stock is mostly large lot housing.
- Approximately one-third of home buyers prefer walkable neighborhoods, one-third prefer a suburban neighborhood, and one-third are ambivalent.

Approximately 20 people attended the event. The ideas presented at this event may help inspire any future development or redevelopment in the Barlow Garfield neighborhood.

SURVEY OF PROPERTY OWNERS

The Township mailed out a survey in late November to property owners in the neighborhood, with responses accepted until late December. The survey asked three questions:

- What aspects do you like about the neighborhood?
- What aspects do you NOT like about the neighborhood?
- What changes would you like to see in the neighborhood?

The Township received about 50 responses which roughly corresponded to 10% of all the surveys mailed out to property owners. The most common themes among responses were the following:

What aspects do you like about the neighborhood?

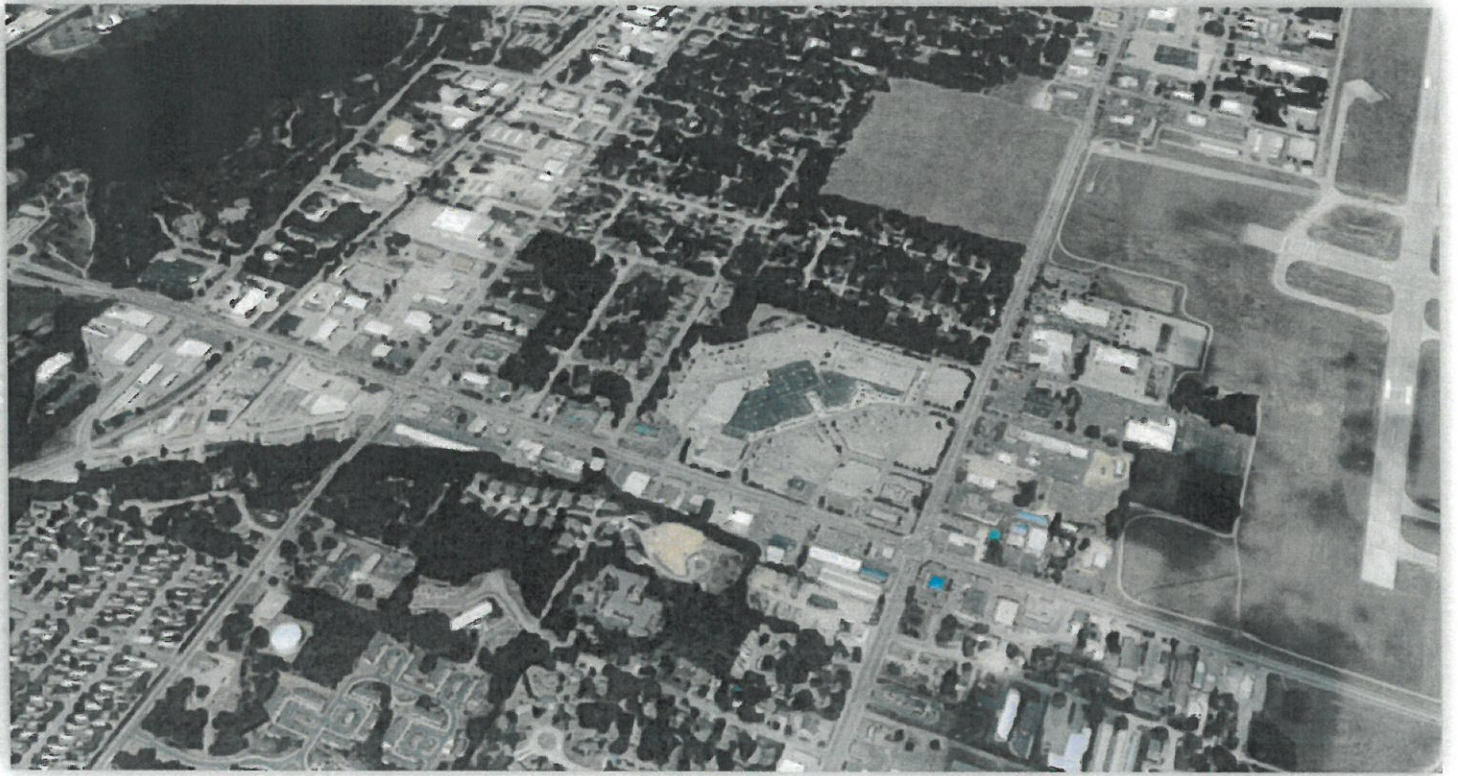
- Convenient location within the region
- Close to retail and commercial businesses
- Quiet neighborhoods
- Trees and wooded areas

What aspects do you NOT like about the neighborhood?

- Decline of Cherryland Center site
- Lack of sidewalks and accessibility issues
- Traffic congestion and speeding
- Poor condition of roads
- Poorly maintained properties and junk in yards

What changes would you like to see in the neighborhood?

- More sidewalks and pathways
- Clean up neighborhood and enforce junk ordinance
- Development on Cherryland Center site
- Road changes to reduce traffic congestion and speeding
- More trees and public park space





There are some challenges and many opportunities facing the Barlow Garfield Neighborhood. A strategic plan is the start to making the change toward its improvement.



IV STRATEGIC PLAN FOR THE NEIGHBORHOOD

VISION STATEMENT

The Barlow Garfield Neighborhood is a connected, livable, community center within Garfield Township. The neighborhood is a destination for shopping and services with sidewalks and improved streets. The neighborhood provides a variety of housing choices, public gathering places, and parks.

VISION ELEMENTS

The following elements support the Vision for the Barlow Garfield neighborhood:

CONNECTED

- Neighborhood travel & mobility
- Enhanced arterial corridors and streets
- Walkable and bikeable

LIVABLE

- Regional and local businesses and services
- Housing choices
- Neighborhood gathering places

VITALITY

- Economic investment
- Redevelopment and infill development
- Improved infrastructure

IDENTITY

- Town center
- Quality design
- Landscaped areas

DEVELOPMENT PRINCIPLES

Based on public input and data analysis gathered for this project, these are the guiding principles for the future development of the Barlow Garfield neighborhood:

MIXED-USE

The neighborhood will allow for mixed-use development on primary corridors as appropriate including residential, commercial, light industrial, office, and institutional uses. Consideration shall be given to surrounding existing uses, future land use, and site design to determine the compatibility of proposed mixed-use developments.



PUBLIC SPACES

Development throughout the neighborhood will account for public spaces including public gathering, parks, and recreational areas. Public spaces in the neighborhood will accommodate a variety of activities and promote public safety and community identity.



CONNECTIVITY

Development throughout the neighborhood will encourage connectivity by including sidewalks and trails along primary corridors to promote walkability, internal street connections, cross-access agreements to allow access between adjacent sites and to manage curb cuts, and connections to transit services.





SITE DESIGN

The neighborhood will allow sites to be designed at a scale that encourages a neighborhood character appropriate for the surrounding area. Site design will reinforce the development principles through consistency in building setback and placement, landscaping and planting elements, and other site features.



HOUSING

New housing stock in the neighborhood will allow for a diverse selection of unit types and sizes, which will serve the varied housing needs of the neighborhood population.



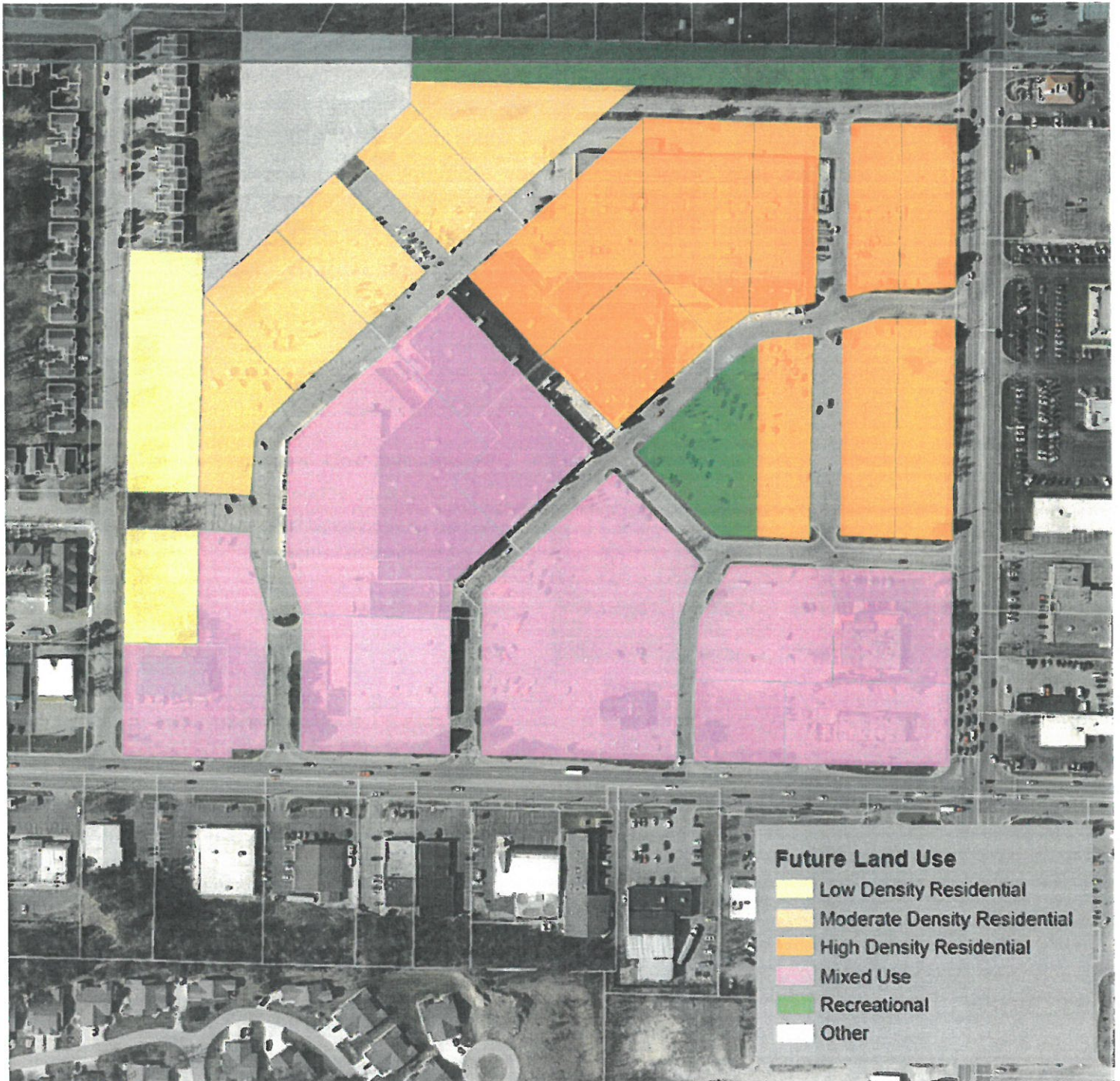
INFRASTRUCTURE

New developments will facilitate improvements for public infrastructure which could include water, sewer, sidewalks, benches, lampposts, signage, and other elements as needed.

POTENTIAL REDEVELOPMENT SCENARIOS

The Barlow Garfield Neighborhood Plan envisions opportunities to improve the neighborhood by encouraging investment and redevelopment. There are several potential redevelopment sites in the area, but Cherryland Center is the largest of these sites. Redevelopment of Cherryland Center will help catalyze further investment in the neighborhood and may serve as a community focal point.

The following shows two potential redevelopment scenarios for the Cherryland Center site. These scenarios consider the vision and development principles of the Barlow Garfield neighborhood and are a compilation of the ideas and feedback gathered throughout the development of the plan:



REDEVELOPMENT SCENARIO #1

The first redevelopment scenario shown above would retain some of the existing buildings and site layout including the Big Lots and Sears buildings. These buildings and others facing South Airport Road are envisioned for mixed use development, primarily commercial and retail with the potential for office and residential uses. The northeast portion of the site would include mostly high-density residential uses and a central green space. The northwest portion would include moderate-density and low-density residential, to function as a transition between the redeveloped Cherryland Center site and the surrounding neighborhoods.



REDEVELOPMENT SCENARIO #2

The second redevelopment scenario envisions a complete redevelopment of the site. The retail and commercial sites along South Airport Road and Garfield Avenue are envisioned as mixed use which will allow for the continuation of retail and accommodation of additional uses. This scenario shows the common green space on South Airport Road in a more visible location. The central portion of the site would include high-density residential. To the north and west, moderate-density residential and low-density residential would be used to transition from the denser uses at the center of the site to the surrounding neighborhoods.

V DEVELOPMENT GUIDELINES

FUTURE LAND USE

The Cherryland Center. This plan envisions the redevelopment of the Cherryland Center as a catalyst for the neighborhood and spur additional investment. The plan encourages mixed-use development on the site with primarily residential, commercial, and office uses. A full redevelopment would allow for the creation of a public square or park where people could gather as a community and share experiences.

West Side of Barlow Street. The west side of Barlow Street is mostly light industrial. This plan is intended to encourage the continuation of light industrial uses while also allowing for additional complementary uses. Higher density residential such as live-work units, office spaces, and limited commercial may be considered for this area.

East Side of Barlow Street. At its core, this area is primarily residential. Improvement of this area will see a mix of new single and multi-family dwellings. Office and commercial may be permitted on Barlow Street between Floresta and South Airport Road.

Garfield Avenue and South Airport Road (East of Barlow). This area serves as a vital commercial center for the Township and region. Commercial uses along Garfield Avenue and South Airport Road, east of Barlow Street, should be maintained and improved.

South Airport Road (West of Barlow). Industrial uses are necessary to provide essential products and services for the community. Industrial uses should be maintained and improved along South Airport Road, west of Barlow Street. Complementary uses should be applied sparingly to keep it primarily an industrial area.

ZONING AND DESIGN STANDARDS

Standards for setbacks and building placement. Placement, scale, and design of buildings should establish a sense of place, while increasing the allowable density of land development creates a critical mass of activity. This critical mass of activity, through density, mix of uses, architectural character, and recreational opportunities draw new investment, visitors, and residents. This plan envisions any new buildings in the Barlow Garfield area to promote neighborhood character. For streets designed to be walkable, setbacks should be smaller and building placement should be consistent between neighboring sites.

Flexibility in land uses and improved urban design. To provide for a variety of development options, development of a mixed-use zoning district should be considered and the use of Planned Unit Developments should be applied where feasible to provide flexibility in uses and improved urban design.

Pedestrian oriented design. To increase walkability in the neighborhood, the placement of buildings should be in close proximity and sidewalks should be constructed along major thoroughfares and interior streets and drives. Drive-thru development often conflicts with walkable areas and should be discouraged.

Connectivity. Shared driveways and cross-access easements should be developed to improve access, connect parking areas, reduce turning conflicts, and improve traffic flow on major thoroughfares. Cross-access easements and shared driveways are especially a priority along the south side of South Airport Road between LaFranier Road and Garfield Road.

Community Appearance and Identity. Positive visual aspects of the built and natural environment promote a safe and attractive neighborhood for residents and visitors. Furthermore, community pride is projected through the development and maintenance of a distinctive image. Activities to improve appearance include cleanup of properties, including enforcement of the Township junk ordinance, and upgrade of public infrastructure, including streets and sidewalks. Landscaping and signage create and enforce neighborhood identity.

PUBLIC INFRASTRUCTURE

Prioritization of improvements. Coordinated construction of public and private infrastructure will support new development and ensure efficient expenditure of resources. Developing a capital improvement program for the neighborhood is recommended.

Parks and gathering places. Establishing public parks and gathering places in key locations within the Neighborhood will create a better sense of community and meet the needs of residents and visitors. The parks and gathering places can be small in scale and provide a variety of activities and entertainment.

Non-motorized network. Sidewalks and trails should be constructed to expand the non-motorized network for the Neighborhood. In addition to main corridors, interior streets and drives should also include sidewalks.

Streetscape improvements. To build neighborhood character and improve appearance, landscaping and pedestrian scale lighting should be provided along major thoroughfares and prominent interior streets.

HOUSING

Housing options. A variety of housing densities, unit types, and sizes should be strongly encouraged in this area. Where appropriate, housing may be multiple-stories, provided it does not conflict with FAA height requirements.

Residential options in mixed-use development. Residential options in mixed-use and non-residential districts should be provided where appropriate, including dwelling units above commercial uses and live-work units.

INVESTMENT

Capital planning and investing. Prioritize public infrastructure improvements and consider the application of tax increment financing mechanisms (i.e., Corridor Improvement Authority, Brownfield Redevelopment Authority).

Economic development. Promote the area for economic investment, particularly use of the Opportunity Zone designation.


APPENDICES

APPENDIX A—EXISTING CONDITIONS REPORT

APPENDIX B—RESULTS OF PUBLIC ENGAGEMENT

<Insert appendices>

RESOLUTIONS OF ADOPTION

		Charter Township of Garfield	
		Planning Department Report No. 2020-12	
Prepared:	January 15, 2020	Pages:	2
Meeting:	January 22, 2020 Planning Commission	Attachments:	<input type="checkbox"/>
Subject:	2020 Priorities		

INTRODUCTION:

Township Planning Staff have gathered a list of priority projects for 2020. This list has been compiled by reviewing the Garfield Township Strategic Plan, the Master Plan, notes from Planning Commission study sessions in 2019, and other materials.

ZONING ORDINANCE:

Throughout 2019, the Planning Commission has reviewed a variety of developments and in several cases have indicated that certain items in the Zoning Ordinance warrant further study and review. Also, Staff has kept informed on current issues in planning by attending conferences and seminars and reviewing planning publications. These current planning issues may also impact certain items in the Zoning Ordinance. The following are proposed as 2020 priority zoning ordinance updates:

- **Wetlands.** Review of regulations on development near wetlands, including process for reviewing and certifying wetland delineations and potentially requiring a wetland review escrow.
- **Outdoor Storage, Outdoor Sales, and Outdoor Display.** Clarify the definitions and use of the terms for outdoor storage, outdoor sales, and outdoor display. This issue was raised at the Planning Commission's meeting discussing the Grand Traverse Leisure project.
- **Automobile Dealerships and Vehicle Dealerships.** Clarify the definitions and use of the terms for automobile dealerships and vehicle dealerships. This issue is related to clarifying definitions and use of the terms for outdoor storage, outdoor sales, and outdoor display.
- **Multi-Family Lot Width Requirements.** Consider uniform lot width requirements in R-3 district instead of current sliding scale based on total number of units.
- **RLUIPA.** Review zoning ordinance for compliance with Religious Land Use and Institutionalized Persons Act (2000), a federal law which prohibits placing undue burden on religious institutions. Potential considerations may be defining "place of worship" separately from the other institutional uses, reviewing which districts allow places of worship, and establishing regulations for accessory uses that often coincide with places of worship.

PROJECTS:

The Township Planning Staff will be working on several projects in 2020 and will involve the Planning Commission as necessary. The following are proposed as 2020 priority projects:

- **Redevelopment Ready Communities (RRC).** RRC is a statewide program designed to encourage redevelopment by implementing best practices such as identifying assets, improving processes, and several other steps. Going through the RRC program would help the Township achieve several of its strategic goals as well as help to implement the Barlow Garfield Neighborhood Plan. Within Grand Traverse County, Traverse City is an RRC-certified community and Kingsley is currently undergoing their RRC evaluation.

- **Housing.** At the study session in October 2019, the Planning Commission discussed information received from several recent conferences and seminars regarding housing. People in the Township and the Grand Traverse region have been faced with housing issues including cost and availability. The Planning Commission should consider studying issues related to housing and their potential impacts such as “missing middle” housing, accessory dwelling units, shipping container homes, tiny homes, and current residential land use regulations in the Township.
- **Stormwater Ordinance.** Update Township stormwater ordinance to reflect current best practices in stormwater regulation. Staff will work with the Township Engineer on this update.
- **Soil Erosion / Sedimentation Control.** Absorb permitting work for soil erosion and sedimentation control from County into the Township. Soil erosion permits often coincide with building permits, so bringing this work in house will allow for a more streamlined permitting process.
- **Property Maintenance Ordinance.** Update the property maintenance ordinance to reflect updates to the International Property Maintenance Code and address other maintenance and safety issues on commercial properties such as parking and building façades.


GIS UPDATES:

Planning Staff will be working to update the Township GIS data and include more GIS information on the Township website. The following are proposed as 2020 priority GIS updates:

- **Parcel-Level Zoning Map.** Create zoning map from the updated parcel layer to reflect the more accurate drawing of parcels since the creation of the previous zoning map.
- **Map of Development Approvals.** In addition to the zoning map, create a map showing different development approvals, such as Planned Unit Developments, not shown on the zoning map.
- **ArcGIS Pro.** Implement ArcGIS Pro, the new software from ESRI that includes new features and greater integration with online platforms.

ACTION REQUESTED:

This 2020 priorities list is for information and discussion. No formal action is requested at this time.

		Charter Township of Garfield	
		Planning Department Report No. 2020-11	
Prepared:	January 7, 2020	Pages:	1
Meeting:	January 22, 2020 Planning Commission	Attachments:	<input type="checkbox"/>
Subject:	Staff-Planning Commission Coordination		

For the Planning Commission Study Session on January 22, staff would like to have a discussion with Planning Commissioners about how we can improve communication and coordination.

In anticipation of the discussion, please consider the following questions:

- Are the packets being delivered appropriately and on time?
- Are the reports sufficient in their content and format? Do they need any changes?
- Are there any aspects of the meetings that need change?
- Are there subjects that you would like to see addressed?
- Are there any education or training needs?
- Are there any other issues you would like to discuss?

It is our intention to ensure that there is good communication and coordination between staff and the Planning Commission so that we can effectively and efficiently implement the Master Plan and strategic goals of the Township.