

**CHARTER TOWNSHIP OF GARFIELD**  
**VIRTUAL PLANNING COMMISSION MEETING**

Wednesday, December 9, 2020 at 7:00 pm  
Garfield Township Hall  
3848 Veterans Drive  
Traverse City, MI 49684  
Ph: (231) 941-1620

The Wednesday, December 9, 2020, Planning Commission meeting at 7:00 pm will be held virtually due to the revised Michigan Department of Health & Human Services Emergency Order dated November 18, 2020. The Open Meetings Act, as amended by Public Act 228 of 2020, allows virtual meetings to be held for any reason through December 31, 2020. To provide input on any business that will come before the Commission or to contact the Commissioner(s), please send an email to the Township Planning Director, John Sych, at [jsych@garfield-twp.com](mailto:jsych@garfield-twp.com).

You are invited to join the Planning Commission Meeting on December 9, 2020 at 7:00 pm. Please click the link below to join the webinar:

<https://us02web.zoom.us/j/85190982388>

Or iPhone one-tap :

US: +19292056099,,85190982388# or +13017158592,,85190982388#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799

Webinar ID: 851 9098 2388

International numbers available: <https://us02web.zoom.us/j/85190982388>

**A G E N D A**

**ORDER OF BUSINESS**

**Call meeting to order**

**Pledge of Allegiance**

**Roll call of Board Members**

**1. Public Comment**

**Public Comment Guidelines:**

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

2. **Review and approval of the Agenda – Conflict of Interest**
3. **Minutes** – November 12, 2020
4. **Correspondence**
5. **Reports**
  - a. Township Board
  - b. Planning Commissioners
  - c. Staff Report
6. **Unfinished Business**
  - a. PD-2020-161 – Child Care Centers, Major Thoroughfares ZO Text Amd – Public Hearing
  - b. PD-2020-166 – Carter Lumber I-G Rezoning – Findings of Fact
7. **New Business**
  - a. PD-2020-163 – Ligon Bed and Breakfast – SUP Introduction
  - b. PD-2020-164 – Fox Run PURD Extension Request
  - c. PD-2020-165 – Mosser Apartment Complex – Conceptual Review
  - d. PD-2020-162 – C-P and PUD Signs ZO Text Amendment – Introduction
8. **Public Comment**
9. **Other Business**
  - a. 2021 Meeting Dates
10. **Items for Next Agenda – January 13, 2021**
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  
November 12, 2020**

**Call Meeting to Order:** Chair Racine called the November 12, 2020 Planning Commission meeting to order at 7:00pm.

**Pledge of Allegiance**

The Pledge of Allegiance was recited by all in attendance.

**Roll Call of Commission Members:**

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

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

**1. Public Comment (7:01)**

None

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

*Fudge moved and Cline seconded to approve the agenda as amended*

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

*Nays: None*

**3. Minutes (7:02)**

**a. October 28, 2020**

*Duell moved and Robertson seconded to adopt the minutes of October 28, 2020 as presented.*

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

*Nays: None*

**4. Correspondence (7:02)**

Correspondence from the Oakleaf Village applicant dated November 12, 2020 and PD Report 2020-156 were included as correspondence.

**5. Reports (7:03)**

**Township Board Report**

Duell reported that an amendment to Ordinance 37 regarding violation fees and the resolution adopting Ordinance No. 75 for small cell wireless facilities both passed the Township Board approval process.

**Planning Commissioners**

No Report

**Staff Report**

No Report

**6. Unfinished Business****a. PD 2020-154 – Carter Lumber I-G rezoning – Public Hearing (7:04)**

This application requests the rezoning of a 36.5 acre parcel at the southeast corner of Hammond and Garfield Roads. The applicant is requesting that it be rezoned from A- Agricultural to I-G General Mixed-Use Industrial Business. The property is undeveloped at this time and the Master Plan designation for this property is industrial.

Racine opened the Public Hearing at 7:06pm.

Chuck Price, representing the applicant, said that Carter Lumber is working with an EGLE certified wetland consultant and planning for development of the property. The Public Hearing was closed at 7:08pm. Commissioners asked questions and commented on the development.

*McManus moved and Cline seconded to direct Staff to draft Finding of Fact for application Z-2020-05.*

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

*Nays: None*

**b. PD 2020-155 – Solar Energy Systems Zoning Ordinance text Amendment – Public Hearing (7:11)**

Racine opened the Public Hearing on the proposed Zoning Ordinance Text amendment at 7:13pm and hearing no comments, closed the Public Hearing.

*DeGood moved and Fudge seconded that the proposed amendment to the Garfield Township Zoning Ordinance, as attached to Planning Department Report 2020-155, BE RECOMMENDED FOR ADOPTION by the Township Board.*

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

*Nays: None*

**c. PD 2020-153 – Oakleaf Village PUD – Final (7:15)**

The subject property is located at 5143 North Long Lake Road, west of Zimmerman Road. It is 52.56 acres and is currently zoned A-Agricultural. Planning Director John Sych said that 229 units were originally proposed, but a fire lane modification by Metro Fire changed the layout of the buildings and resulted in a 42-unit reduction. The revised report reflects the change and the new total of 187 units.

*Cline moved and Duell seconded THAT the Findings of Fact for application PUD 2020-01, as presented in Planning Department Report 2020-156, BE ADOPTED.*

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

*Cline moved and McManus seconded THAT Application PUD 2020-01, submitted by Wallick Communities for the Oakleaf Village of Garfield Township PUD, BE RECOMMENDED for final approval by the Township Board subject to the following condition:*

- 1. An updated traffic analysis will be required for Phase II of the PUD prior to its construction to determine needed improvements for the Zimmerman Road entrance.*

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

**7. New Business**

**a. PD 2020-151 – Child Care Centers, Major thoroughfares ZO text Amendment – Intro (7:23)**

Deputy Planner Hannon talked about the two proposed text amendments which the commissioners discussed at the last meeting. The definitions have been updated so that major thoroughfares will include both arterial and collector roads and the road definitions will be based on the National Functional Classifications system used by MDOT. The other text amendment would allow child care centers in the A-Agricultural district with a special use permit.

*Fudge moved and Robertson seconded THAT the draft changes to Section 201 and 325 of the Zoning Ordinance, as included in Planning Department Report 2020-151, BE SCHEDULED for public hearing for the December 9, 2020 Planning Commission Regular Meeting.*

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

**b. PD – 2020-150 – Signs in Planned Unit Developments and the C-P District #2 (7:27)**

Deputy Planner Hannon said that language was clarified to allow for Planning Commission discretion based on the size of the building and that the applicant was responsible for making a case as to why the Planning Commission should use its discretion to waive any signage requirements. Commissioners suggested adding language to the last sentence in #5 stating that circumstances on a site warranted a waiver. Commissioners

discussed the proposed language and asked questions and then advised staff to move forward to prepare a proposed Zoning Ordinance amendment.

**8. Public Comment (7:40)**

None

**9. Other Business (7:40)**

None

**10. Items for Next Agenda – December 9, 2020 (7:41)**

a. **Carter Lumber I-G Rezoning – Findings of Fact**

b. **Child Care Centers, Major thoroughfares ZO Text Amendment – Public Hearing**

c. **Ligon Bed and Breakfast – SUP Introduction**


Possible Fox Run PUD development extension and adoption of the 2021 meeting schedule.

**11. Adjournment**

*Fudge moved and Cline seconded to adjourn the meeting at 7:45pm.*

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

 <b>Charter Township of Garfield</b> <b>Planning Department Report No. 2020-161</b>		
Prepared:	December 2, 2020	Pages: 1
Meeting:	December 9, 2020 Planning Commission	Attachments: <input checked="" type="checkbox"/>
Subject:	Child Care Centers, Major Thoroughfares ZO Text Amendment – Public Hearing	

**BACKGROUND:**

The Township recently received an application for the Prince of Peace Lutheran Church, including a child development center, for a site on the east side of LaFranier Road, located immediately south of the Village of LaFranier Woods Planned Unit Development and zoned as A-Agricultural. Churches are considered an Institutional Use and are permitted within the A-Agricultural district by Special Use Permit with conditions. During its Completeness Review of the application, staff identified two issues with the proposed uses based on the current Zoning Ordinance requirements:

- A church, regulated as an Institutional Use, is required to be located on a major thoroughfare based on Section 753. A major thoroughfare is defined as an arterial route for through traffic which has been classified as such in the Master Plan. The Master Plan classifies LaFranier Road as a Minor Collector, not an arterial road, and so the proposed church would not be permitted.
- The Zoning Ordinance defines Child Care Center separately from Institutional Use and does not permit Child Care Centers in the A-Agricultural district.

Staff and the Planning Commission discussed proposed changes to the Zoning Ordinance to address these issues at the study session on October 28, 2020. A proposed Zoning Ordinance amendment was prepared for the November 12, 2020 meeting which included the changes below. The complete text of the proposed Zoning Ordinance amendment is attached to this report showing all proposed changes.

- Section 201 General Definitions – update the definitions so that major thoroughfares would include both “arterial” and “collector” roads, and base road-related definitions on the National Functional Classification (NFC) system as used by the Michigan Department of Transportation (MDOT)
- Section 325 A (Agricultural), subsection C. Uses Permitted by Special Use Permit – allow Child Care Centers in the A-Agricultural zoning district via Special Use Permit

**ACTION REQUESTED:**

Following discussion and the public hearing, if the Commissioners feel that the proposed amendment to the Zoning Ordinance, as attached to this report, is appropriate, the following motion is suggested:

MOTION THAT the proposed amendment to the Garfield Township Zoning Ordinance, as attached to Planning Department Report 2020-161, BE RECOMMENDED FOR ADOPTION by the Township Board.

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

**Attachments:**

1. Proposed amendment to the Garfield Township Zoning Ordinance, including proposed changes.

**SECTION 201 GENERAL DEFINITIONS**

For the purpose of this Ordinance, certain terms or words used herein shall be interpreted or defined as follows:

Highway: ~~See "Road, Highway" A street, defined herein, which is under the jurisdiction of the Michigan Department of Transportation. Highways may also be classified as freeways and interstates.~~

Major Thoroughfare: ~~See "Road, Major Thoroughfare" A public street, the principal use or function of which is to provide an arterial route for through traffic, with its secondary use or function being the provision of access to abutting property, and which has been classified as such in the Master Plan.~~

Road, Arterial: Any road designated as an "Other Principal Arterial" or "Minor Arterial" on the National Functional Classification (NFC) system as defined by the Michigan Department of Transportation (MDOT). ~~The following roads are Arterial Roads: Barlow; Cass; Garfield; Hammond; Keystone; LaFranier; N. Long Lake; N. Silver Lake; W. Silver Lake; W. South Airport~~

Road, Collector: Any road designated as a "Major Collector" or "Minor Collector" on the National Functional Classification (NFC) system as defined by the Michigan Department of Transportation (MDOT).

Road, Highway: Any road designated as an "Interstate" or "Other Freeway" on the National Functional Classification (NFC) system as defined by the Michigan Department of Transportation (MDOT).

Road, Local: Any road designated as "Local" on the National Functional Classification (NFC) system as defined by the Michigan Department of Transportation (MDOT), including public and private roads. ~~Any road not considered a State Highway, Arterial Road or Primary Road~~

Road, Major Thoroughfare: Any road designated as either an arterial road or a collector road.

Road, Primary: ~~See "Road, Collector" The following roads are Primary Roads: Barnes; Birmley; Cedar Run; E. Silver Lake; Hartman; Park; Silver Pines; Rennie School; Townline; Zimmerman;~~



**SECTION 325 A (AGRICULTURAL)**

**C. USES PERMITTED BY SPECIAL USE PERMIT:**

- (1) Adult Foster Care, Small Group Home (7-12)
- (2) Adult Foster Care, Large Group Home (13-20)
- (3) Airports and Airfields
- (4) Bed & Breakfast– See § 714
- (5) (Reserved)
- (6) Campgrounds
- (7) ~~(Reserved)~~ [Child Care Center – § 720](#)
- (8) Drive-In Theaters– See § 736
- (9) Game or Hunting Preserves operated for profit
- (10) Golf Courses and Country Clubs, not including stand-alone golf-driving ranges and miniature golf courses, subject to § 749
- (11) Greenhouses and nurseries selling at retail on the premises
- (12) Incinerators
- (13) Institutional Uses and Structures– See § 753
- (14) Kennels– See § 756
- (15) Livestock Auction Yards
- (16) Essential Service Facilities – See § 737
- (17) Raising of Fur Bearing Animals for profit
- (18) Reserved
- (19) Recreational Field Complex– See § 772
- (20) Reserved
- (21) Sand or Gravel Pits, Quarries– See § 774
- (22) Sawmills
- (23) Veterinary hospitals
- (24) Wireless Communication Facilities – See § 792
- (25) Wind Energy Conversion System (WECS) – See § 780

T. C. RECORD-EAGLE, INC.  
120 WEST FRONT STREET  
TRAVERSE CITY MI 49684  
(231) 946-2000  
Fax (231) 946-8273

ORDER CONFIRMATION (CONTINUED)

Salesperson: DENISE LINGERFELT

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Acct #: 5508

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Status: New

LEGAL NOTICE  
CHARTER TOWNSHIP OF GARFIELD  
GRAND TRAVERSE COUNTY, MICHIGAN  
**NOTICE OF PUBLIC HEARING**

**TO: THE RESIDENTS AND PROPERTY OWNERS OF CHARTER TOWNSHIP OF GARFIELD, GRAND TRAVERSE COUNTY, MICHIGAN, AND ANY OTHER INTERESTED PERSONS:**

PLEASE TAKE NOTICE that the Garfield Township Planning Commission will hold a public hearing during its regular meeting on Wednesday, December 9, 2020 at 7:00 p.m., as required under the provisions of the Michigan Zoning Enabling Act.

Under the Michigan Department of Health & Human Services (MDHHS) Order effective November 18, 2020, all indoor meetings of a public body must be held completely virtually, between November 18 and December 8, 2020. If this Order is extended, the public hearing will be held virtually as permitted under the Open Meetings Act, as amended by Public Act 228 of 2020 and the public may participate in the meeting through Zoom access. If the MDHHS order is not extended, the Public Hearing will be conducted in person at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, MI. Please visit the Garfield Township website, [www.garfield-twp.com](http://www.garfield-twp.com), for confirmation of venue and participation options.

PLEASE TAKE FURTHER NOTICE that the items to be considered at said public hearing on December 9, 2020, include, in brief, the following:

1. Consideration of **Amendment No. 25 to Ordinance No. 68**, Garfield Township Zoning Ordinance. This Ordinance Amendment is intended to amend the following:
  - **SECTION 201 GENERAL DEFINITIONS** - Update several definitions so that major thoroughfares would include both "arterial" and "collector" roads and that road definitions would be based on the National Functional Classification (NFC) system as used by the Michigan Department of Transportation (MDOT).
  - **SECTION 325 A (AGRICULTURAL), Subsection C. USES PERMITTED BY SPECIAL USE PERMIT** - amend item (7) to allow Child Care Centers by Special Use Permit in the A-Agricultural zoning district.
2. Such other and further matters as may properly come before the Planning Commission at the public hearing.


Requests to examine materials relating to the Zoning Ordinance Amendment, or any comments you would like to submit in lieu of attending, may be made to the Garfield Township Planning Commission by contacting the Garfield Township Planning Director at (231) 941-1620 or at [jsych@garfield-twp.com](mailto:jsych@garfield-twp.com).

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CHARTER TOWNSHIP OF GARFIELD PLANNING COMMISSION  
(231) 941 - 1620

November 22, 2020-1T

556815

 <b>Charter Township of Garfield</b> <b>Planning Department Report No. 2020-166</b>			
Prepared:	December 2, 2020	Pages:	8
Meeting:	December 9, 2020 Planning Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	Carter Lumber I-G Rezoning – Findings of Fact		
File No.	Z-2020-05	Parcel No.	05-025-014-00
Owner:	Hammond Development Group		
Applicant:	Carter-Jones Companies, Inc.		

**PURPOSE OF APPLICATION:**

This application requests the rezoning of one parcel at the southeast corner of Garfield Road and Hammond Road, totaling 36.50 acres, from the A Agricultural zoning district to the I-G General Mixed-Use Industrial Business zoning district via the zoning Map Amendment process, without restriction.

**BACKGROUND:**

The Planning Commission has seen this application at the following meetings:

- October 14, 2020 – Introduction (PD Report 2020-133)
- November 12, 2020 – Public Hearing (PD Report 2020-154)

This report includes recommended Findings of Fact for consideration by the Planning Commission.

**SUBJECT PROPERTY:**

The subject property is currently undeveloped. The site has approximately 21.7 acres of upland and approximately 14.8 acres of wetlands. Most of the wetlands are on the east side of the property. The upland located at the west and south portions of the property is divided by a branch of Mitchell Creek traversing diagonally across the parcel. The site has approximately 1,300 feet of frontage on Hammond Road and 600 feet of frontage on Garfield Road. The Garfield Heidbreder Industrial Park abuts the subject property on the eastern and southern boundaries.

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



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

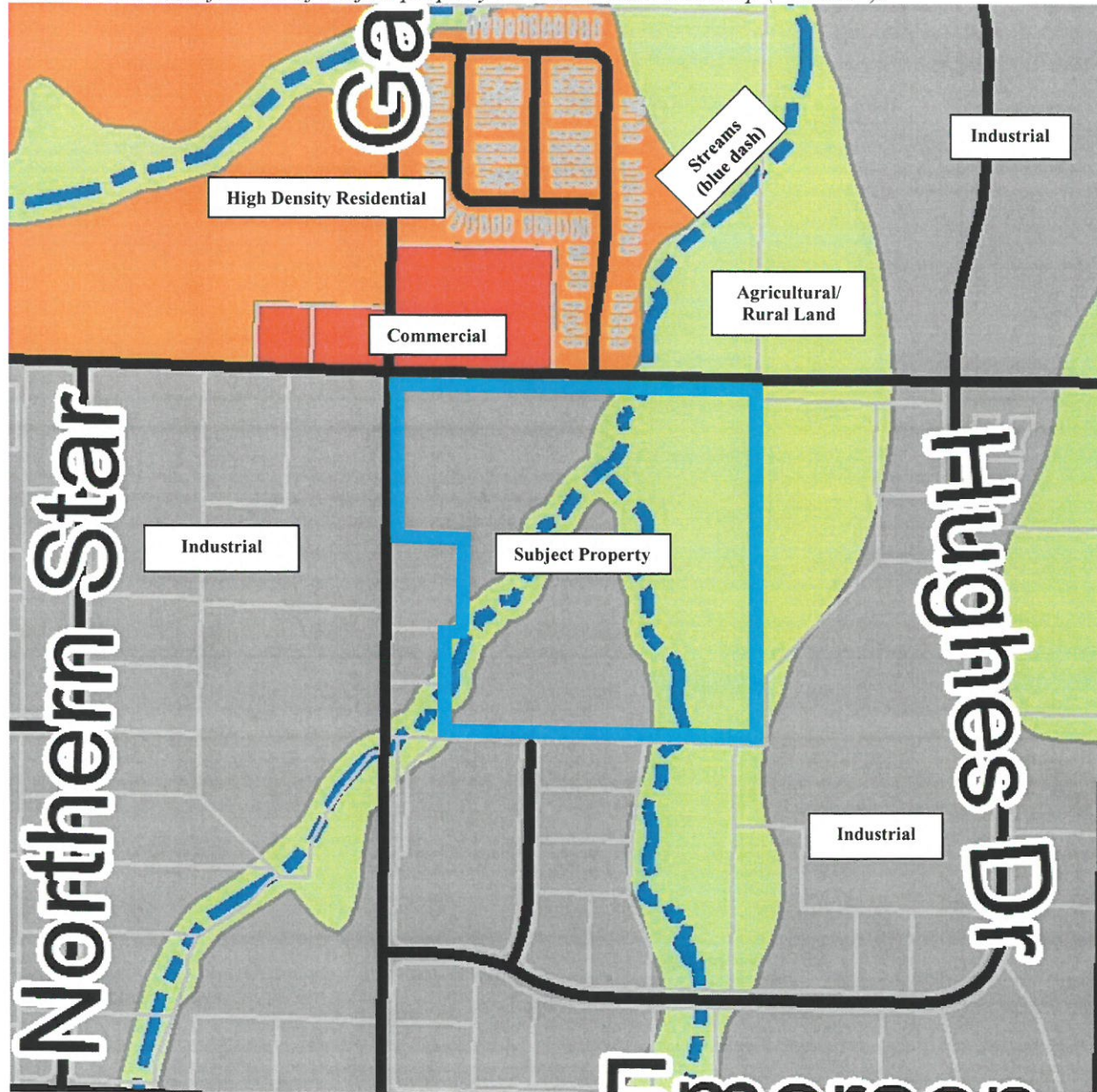


**MASTER PLAN CONSIDERATIONS:**

A key factor in considering rezoning requests is whether the request is consistent with the Master Plan. In this case, the Master Plan shows the subject parcel with an “Industrial” designation on the Future Land Use Map. This future land use designation is intended to “remain primarily industrial in nature while allowing a limited number of non-industrial uses that are envisioned as accessory or complimentary to existing and future industrial uses of the districts.” When reviewing the Hammond Road corridor, “Industrial” is the most common Future Land Use designation for the properties along the south side of Hammond Road, east and west of Garfield Road. The wetland areas in this area are designated as “Agricultural/Rural Land” due to their limitations for development.

The most compatible zoning districts for the “Industrial” designation are I-G General Mixed-Use Industrial Business and I-L Limited Mixed-Use Industrial Business. R-M Mobile Home Residential is a potentially compatible zoning district. The proposed zoning of I-G would be compatible with the Future Land Use on the subject site and with other sites along the Hammond corridor and the surrounding Garfield Heidbreder Industrial Park. An excerpt from the Zoning Plan for the I-G zoning designation is provided below.

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



Excerpt from Zoning Plan for subject property’s FLUM classification:

<b>Master Plan Designation</b>	Industrial
<b>[Requested] Zoning</b>	I-G General Mixed-Use Industrial Business
<b>Zoning Ordinance District Intent</b>	The intent of the General Mixed-Use Industrial Business (I-G) District is to remain primarily industrial in nature while allowing a limited number of non-industrial uses that are envisioned as accessory or complimentary to existing and future industrial uses of the districts. Non-industrial uses of property within these districts are subject to industrial impacts from adjacent parcels including, but not limited to, noise, dust, and vibrations.
<b>Potentially Compatible District</b>	R-M Mobile Home Residential/I-L Limited Mixed-Use Industrial Business

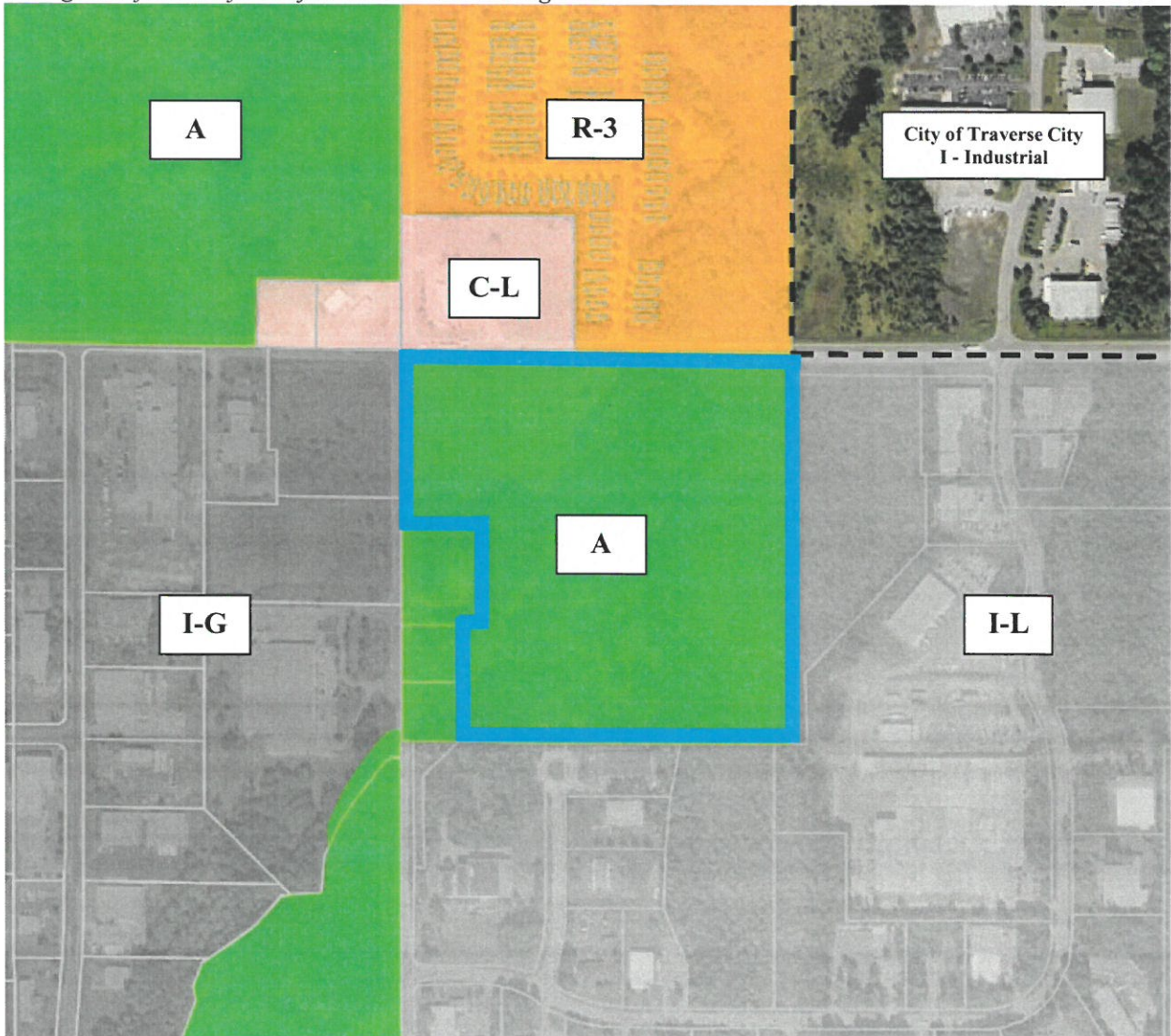
<b>Considerations for Downzoning (Less Density)</b>	The R-M district may be deemed compatible in various areas of the Township. These areas could provide workforce housing in close proximity to manufacturing opportunities. Nuisance issues should be considered for future residents when considering a change in zoning to allow for residential uses. Generally, the I-G and I-L districts should remain as employment hubs and not changed to a commercial zoning.
<b>Considerations for Upzoning (More Density)</b>	In areas adjacent to I-L, consideration could be given to rezoning an area to a more intense zoning classification. The I-L district allows far more intense uses so consideration to surrounding areas should be carefully scrutinized.

**SUBJECT SITE AND SURROUNDING PROPERTY ZONING:**

The subject property is currently zoned A Agricultural, shown in green. Surrounding zoning is as follows:

- North: C-L Local Commercial and R-3 Multiple Family Residential
- Northeast: I – Industrial (City of Traverse City Zoning)
- East: I-L Limited Mixed-Use Industrial Business
- South: I-L Limited Mixed-Use Industrial Business
- Southwest: A Agricultural
- West: I-G General Mixed-Use Industrial Business

*Zoning classifications for subject site and surrounding sites*



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

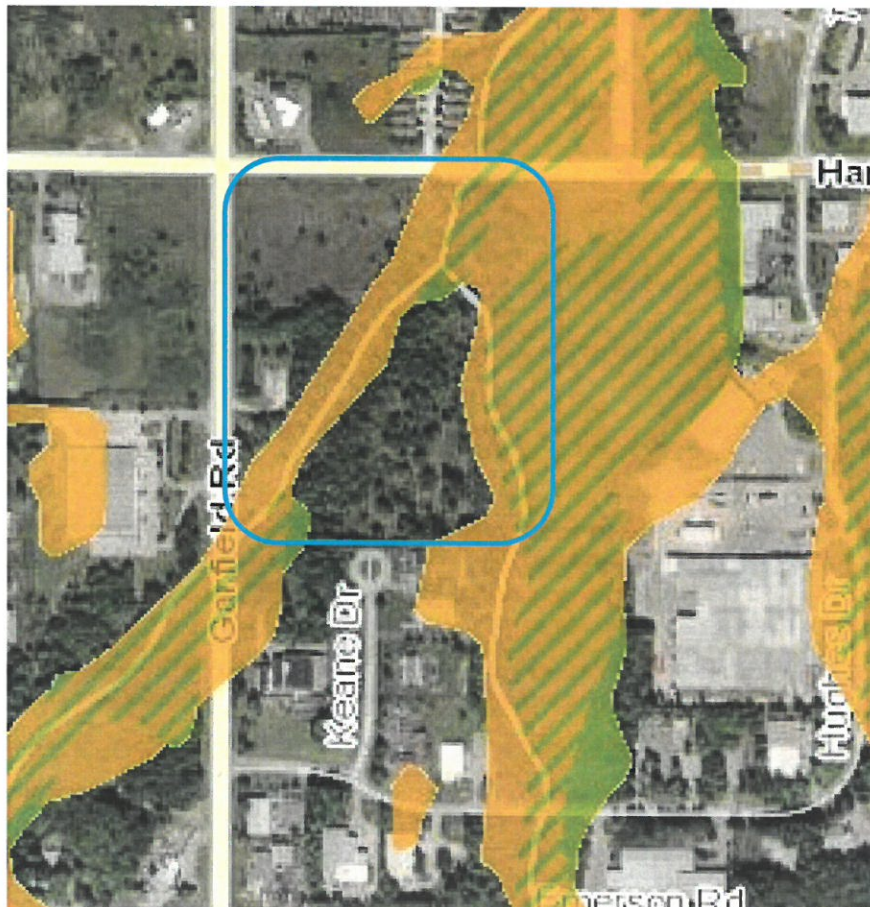
The subject site is currently undeveloped. Uses of the surrounding sites are as follows:

- North: Shell Gasoline Station and Hammond Place Condominiums
- Northeast: Traversefield Industrial Park (City of Traverse City)
- East: Wetlands/woodland, American Waste facility, and other industrial businesses
- South: Record Eagle facility, other industrial businesses, and wetlands/open space
- Southwest: Wetlands/woodland
- West: Consumers Energy substation, two single family homes, undeveloped parcels, light industrial businesses, and United States Postal Service facility across Garfield Road

**STAFF COMMENT:**

Upon review of the Master Plan and Future Land Use designation for the subject site, context of zoning and future land uses of the surrounding neighborhood, and other factors, Staff is of the opinion that this Map Amendment is justifiable. The Amendment is consistent with the Master Plan and generally compatible with the adjoining zoning and land uses. The proposed zoning would match that of the parcels immediately west across Garfield Road and is compatible with parcels to the east and south. The subject parcel meets the minimum lot size and lot width dimensional requirements in the I-G district.

The primary concern for this site will be the development of the site and its relation to the existing wetlands and streams. From the State of Michigan Department of Environment, Great Lakes, and Energy Wetland Map Viewer, the following excerpt notes wetlands in green, soil areas which include wetland soils in yellow, and wetlands and soil areas which include wetland soils are striped.



**FINDINGS OF FACT:**

**Section 421.E Approval Criteria of Zoning Map Amendment**

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

**1. Master Plan Consistency**

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

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

- The proposed Map Amendment matches the Future Land Use designation from the Master Plan for most of the property, which is Industrial. Many adjacent properties, all located south of Hammond Road, are designated Industrial.
- A significant portion of the subject property is wetlands and streams. These areas of the subject property are designated Agricultural/Rural Land. The Michigan Department of Environment, Great Lakes, and Energy (EGLE) and the Township Zoning Ordinance requirements will restrict use of the wetland/stream areas and require setbacks from any development.
- The proposed I-G General Mixed-Use Industrial Business zoning district is a compatible district for Industrial. Many nearby sites, all located south of Hammond Road, are zoned either I-G General Mixed-Use Industrial Business or I-L Limited Mixed-Use Industrial Business.

**2. Adverse Impacts on Neighboring Lands**

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

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

- There are other sites along the south side of Hammond Road with the Future Land Use designation of Industrial and are currently used as industrial uses, including the Garfield Heidbreder Industrial Park.
- The proposed I-G General Mixed-Use Industrial Business zoning district permits land uses with a limited amount of retail. The limited retail uses complement the primary industrial uses but typically do not create a significant amount of traffic.
- There are two adjacent single-family homes that front on Garfield Road. Buffering between any non-residential development and these homes is required by the Zoning Ordinance.

**3. Suitability as Presently Zoned**

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

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



- The subject site is currently zoned A Agricultural and is currently undeveloped. With only 22 acres of upland, the site is unlikely to be farmed. Development of housing is possible but not likely due to the surrounding non-commercial uses and the busy Garfield-Hammond intersection.
- The land uses permitted in the proposed I-G General Mixed-Use Industrial Business zoning district are congruent to the existing nearby land uses.

**4. Changed Conditions**

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

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

- The property has been vacant for more than 10 years. The current Zoning Ordinance was adopted in 2015. No conditions have changed since adoption of the Zoning Ordinance.

**5. Health, Safety, and Welfare**

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

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

- Due to the onsite stream and wetlands, stormwater management (including required setbacks, natural buffers, and stormwater systems) and wetland requirements for any development will be essential in protecting the water quality of the stream and wetlands. There appear to be no nearby historical or cultural places or areas.

**6. Public Policy**

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

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

- Hammond Road is an essential east-west transportation corridor. Non-commercial uses within the Hammond Road corridor allow for needed development space while not drawing increased traffic typically found with commercial uses. Other measures, such as access management, will help reduce the impact on traffic flows.

**7. Size of Tract**

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

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

- The subject site is 36.5 acres with approximately 1,300 feet of frontage on Hammond Road and 600 feet of frontage on Garfield Road. The lot meets the minimum dimensional standards for the

proposed I-G district. Of the total acreage, approximately 21.7 acres of the parcel or 60% of the total parcel area is upland and useable for development. The subject site is of a suitable size for Industrial uses while accommodating required buffers and setbacks.

**8. Other Factors**

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

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

- Due to the presence of the streams and wetlands, any development on the subject site will have to adhere to the requirements of the Michigan Department of Environment, Great Lakes, and Energy (EGLE).

**ACTION REQUESTED:**

The purpose of this item being placed on tonight's agenda is to consider adopting Findings of Fact for this application. The following motion is suggested:

MOTION THAT the Findings of Fact for application Z-2020-05, as presented in Planning Department Report 2020-166 and being made a part of this motion, BE ADOPTED.

The following motion is suggested to recommend approval of the project to the Township Board:

MOTION TO RECOMMEND TO the Township Board THAT application Z-2020-05 BE APPROVED.

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

**Attachments:**

1. Impact statement provided by the Applicant
2. Property survey map provided by the Applicant

#### E. Approval Criteria of Zoning Map Amendment

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

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

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

The proposed rezoning to industrial is consistent with the objectives of the planning commissions master plan.

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

Proposed zoning change of the subject parcel is consistent with adjacent surrounding industrial park. As such, the rezoning should not contribute to any social separation nor any pollution (physical or audible) that is inconsistent with surrounding uses. Traffic is afforded ingress and egress on three roads around the parcel (Hammond Rd, Garfield Rd and Keane Dr).

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

Current zoning restricts usage of parcel to agricultural usage, and as such impedes the potential economic output of the subject parcel. Considering the location of the parcel, suitability for industrial development and adjacent industrial uses, rezoning to industrial would effectuate both the planning commissions goals as well as maximizing utility of the subject parcel.

(4) Changed Conditions: The Township shall consider whether any conditions have changed, since the zoning ordinance was adopted, that might justify the amendment. Charter Township of Garfield Zoning Ordinance Article 4, Page 4-16

A significant growth in the area's population in the past decade has created demand for additional industrial capacities in our area. Adjacent Heidbreder Industrial Park and Traversefield Industrial Park are substantially fully. The proposed rezoning of the subject parcel is consistent with surrounding industrial parks and Master Plan's continued economic development of our region.

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

A significant growth in the area's population in the past decade has created considerable demand for additional industrial capacities in our area. The proposed rezoning of the subject parcel is consistent with Master Plan's continued economic development of our region.

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

The proposed rezoning is accordance to the Master Plan's objectives and is consistent with adjacent property uses and zoning.

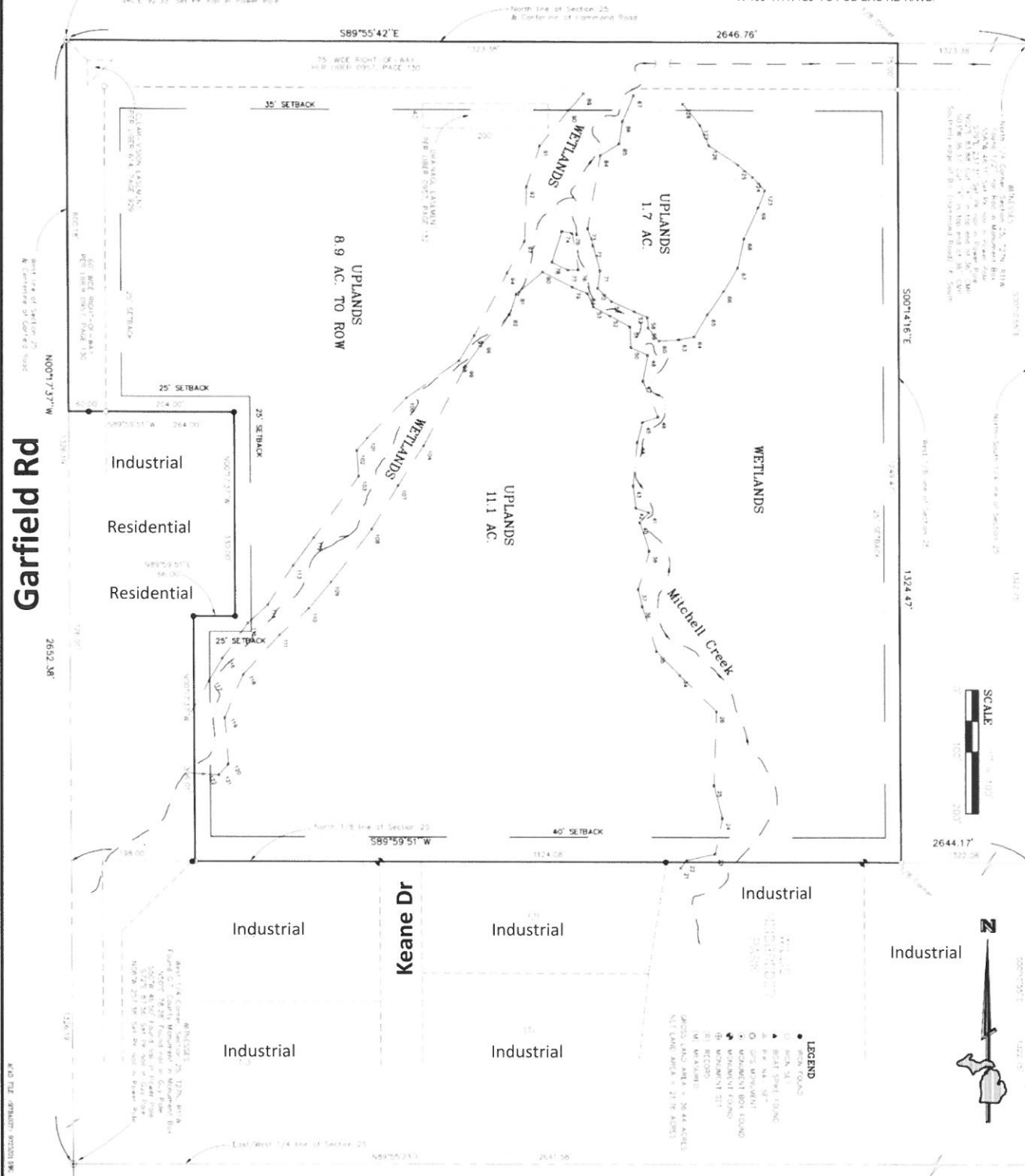
(7) Size of Tract: The Township shall consider the size, shape, and characteristics of the tract in relation to the affected neighboring lands. Ordinance amendments shall generally not rezone a single lot when there have been no intervening changes or other saving characteristics. Proof that a small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

The subject parcel is a contiguous, 36 +/- acre parcel with adequate ingress and egress to multiple roads.

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

# Hammond Rd


Legal Description: NW 1/4 OF NW 1/4 SEC 25  
 T27N R11W EXC COM 594' S OF NW COR  
 TH E 264' TH S 330' TH W 66' TH S 396' TH  
 W 198' TH N 726' TO POB EXC RD R/W'S



Garfield Rd

Keane Dr

<p>Sheet Title</p> <p><b>Wetlands Delineation Survey</b></p> <p><b>Hammond Development Company</b></p>	<p>Client</p> <p><b>Hammond Development Company</b></p>	<p>Location</p> <p>PART OF THE NW 1/4 OF THE NW 1/4              OF SECTION 25, T27 N, R 11 W,              GARFIELD TOWNSHIP,              GRAND TRAVERSE COUNTY, MICHIGAN</p>	<p>Date</p> <p>08/05/97</p> <p>Scale</p> <p>AS NOTED</p>	<p>Drawn By</p> <p>JFK</p> <p>Checked By</p> <p>JFK</p>	<p>No.</p> <p>1</p> <p>Date</p> <p>08/05/97</p> <p>Revised By</p> <p></p>	<p><b>Gosling Crubak</b>              Engineers - Surveyors              Environmental Services</p> <p>1205 Riverchase Park Dr              Grand Rapids, MI 49508-1000              616-946-0200              616-946-0202              1-811-361-4611</p>
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 <b>Charter Township of Garfield</b> <b>Planning Department Report No. 2020-163</b>			
Prepared:	December 2, 2020	Pages:	4
Meeting:	December 9, 2020 Planning Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	Ligon Bed & Breakfast Special Use Permit – Introduction		
File No.	SUP-2020-03	Parcel No.	05-006-013-25
Applicant/Owner:	Matthew and Rebecca Ligon d/b/a Blended Roots Farm		
Agent:	Matthew and Rebecca Ligon d/b/a Blended Roots Farm		

**BRIEF OVERVIEW:**

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

**PURPOSE OF APPLICATION:**

This application requests approval of a Special Use Permit (“SUP”) for use of an existing single-family residence at 5885 Hainey Lane as a Bed & Breakfast Establishment. Bed & Breakfast Establishments are permitted via SUP in the A-Agricultural zoning district. An aerial image of the site is shown below. The actual parcel lines are different than what is shown below after a boundary adjustment was completed for this site earlier in 2020.

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



**SITE DESIGN AND ZONING COMPLIANCE OVERVIEW:**

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

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

**ZONING ORDINANCE STANDARDS FOR BED AND BREAKFAST ESTABLISHMENTS:**

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

Pursuant to Section 714 of the Zoning Ordinance, the following regulations and conditions apply to bed and breakfast establishments:

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

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

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

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

*(3) No bed and breakfast establishment shall be located closer than one thousand three hundred sixty feet (1,360) from another bed and breakfast establishment within a residential or agricultural district.*

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

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

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

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

The photos included with the application show a sign on the garage, which the applicant indicated is 21 inches by 10 inches, which is slightly less than 1.5 square feet and meets this requirement.

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

The single-family residence to be used for the bed and breakfast is owner occupied.

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

Only one bedroom will be designated for rental as part of the bed and breakfast. This room is 20 feet by 20 feet for 400 square feet of space and includes its own bathroom and closet space.

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

The applicant indicates that no more than 8 guests at one time. Since there is only one room to be rented, with the maximum of 4 occupants per room there should be no more than 4 guests at any one time.

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

The applicant states that they will not use or rent any of these vehicles or equipment as part of the bed and breakfast operation.

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

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

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

A site plan is provided with the application attached to this report, including a floor plan, but the scale of the floor plan is not indicated. This should be clarified.



**ACTION REQUESTED:**

Following the presentation by the applicant and Commissioner discussion, if the Planning Commission is comfortable with setting a public hearing for this application, then the following motion is suggested:

MOTION THAT application SUP-2020-03 for a Special Use Permit for a bed and breakfast establishment at 5885 Hainey Lane BE SCHEDULED for a public hearing at the January 13, 2021 Planning Commission Regular Meeting.

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

**Attachments:**

1. Special Use Permit Application from Matthew and Rebecca Ligon dated November 2, 2020, including:
  - a. Site Plan
  - b. Electrical Plan
  - c. Floor Plan
  - d. Impact Statement and Addendum
  - e. Photographs

**Blended  
Roots  
Farm**



\*Maple Syrup  
\*Fresh Cut Flowers  
\*Potatoes  
\*Natural Compost  
Dropoff

Matthew & Rebecca Ligon  
Owner/Operators

5885 Hainey Ln.  
Traverse City MI 49684

blendedrootsfarm@gmail.com

tel. (231) 360-3703



## Charter Township of Garfield Grand Traverse County

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

### SPECIAL USE PERMIT APPLICATION

#### APPLICANT INFORMATION

Name: Matthew & Rebecca Ligon DBA Blended Roots Farm  
Address: 5885 Hainey Ln  
Traverse City MI 49684  
Phone Number: R 231-360-3703 Email: blendedrootsfarm@gmail.com

#### AGENT INFORMATION

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

#### OWNER INFORMATION

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

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

Applicant  Agent  Owner

#### PROPERTY INFORMATION

Address of Subject Property: 5885 Hainey Ln.  
Property Identification Number: 2805-006-013-30  
Zoning District: Ag. Area of Property: 2.76 acres  
Existing Use(s): Farm  
Proposed Use(s): Farm / Bed & Breakfast  
Estimated Start Date: ASAP Estimated Completion Date: N/A

### SITE PLAN CHECKLIST

With this application, submit ten (11"x17") copies of the site plan along with two (24"x36") copies of site plan. Check that your site plan includes all required elements. Minimum requirements include:

- Existing site conditions
- Vicinity Map
- Site Plan to scale, preferably 1" = 50'
- Topography at two (2) foot contour intervals
- Springs, lakes, ponds, other water courses, floodplain elevations and other natural features
- Parcel dimensions
- Property Legal Description
- Required Setbacks
- Lot coverage percentage permitted and proposed
- Street right-of-way, type (public/private) widths, and names on and adjacent to site, existing and proposed
- Sidewalks
- Utilities, above and below ground, existing and proposed
- Structures and uses, existing and proposed
- Location and extent of all above ground development, existing and proposed including signage, fences, and berms
- Grading/drainage plan including direction arrows for surface water runoff, grading limits, and site data table
- Parking and loading spaces
- Landscape Plan which shall utilize the base information of the site plan and shall illustrate buffer areas, proposed planting locations and material list
- Architectural plans including floor plans and building elevations

**Section 5. Additional Information**

If applicable, provide the following further information:

	<u>Yes</u>	<u>No</u>	<u>Not Applicable</u>
<b>A. Sanitary Sewer Service</b>			
1. Does project require extension of public sewer line?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Will a community wastewater system be installed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, provide construction plans and specifications			
3. Will on-site disposal be used?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, is it depicted on plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>B. Water Service</b>			
1. Does project require extension of public water main?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Will a community water supply be installed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, provide construction plans and specifications			
<b>C. Public utility easements required?</b>			
If yes, show on plan.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>D. Storm Water Review / Soil Erosion</b>			
1. Soil Erosion Plans approved by Soil Erosion Office?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If so, attach approval letter.			
If no, are alternate measures shown?			
2. Storm Water Plans approved by Township Engineer?			
If so, attach approval letter.			
If no, are alternate measures shown?			
Note: Alternate measures must be designed and sealed by a registered Engineer.			
<b>E. Roads and Circulation</b>			
1. Are interior public streets proposed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, has Road Commission approved (attach letter)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Will public streets connect to adjoining properties or future streets?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. Are private roads or interior drives proposed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Will private drives connect to adjoining properties service roads?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. Has the Road Commission or MDOT approved curb cuts?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, attach approved permit.			

### IMPACT ASSESSMENT

A written statement, on separate sheet of paper, to include the following information:

- A written illustrative description of the environmental characteristics of the site prior to development, i.e., topography, soils, vegetative cover, drainage, streams, creeks or ponds.
- Types of uses and other man-made facilities.
- The number of people to be housed, employed, visitors or patrons and vehicular and pedestrian traffic.
- Phasing of the project including ultimate development proposals.
- Natural features which will be retained, removed and/or modified including vegetation, drainage, hillsides, streams, wetlands, woodlands, wildlife and water. The description of the areas to be changed shall include their effect on the site and adjacent properties. An aerial photo may be used to delineate the areas of change.
- The method to be used to serve the development with water and sanitary sewer facilities.
- The method to be used to control drainage on the site and from the site. This shall include runoff control during periods of construction.
- If the public sewers are not available to the site, the Applicant shall submit a current approval from the Health Department or other responsible public agency indicating approval of plans for sewage treatment.
- The method to be used to control any increase in effluent discharge to the air or any increase in noise level emanating from the site. Consideration of any nuisance that would be created within the site or external to the site whether by reason of dust, noise, fumes, vibration, smoke or lights.
- An indication of how the proposed use conforms with existing and potential development patterns and any adverse effects.
- The proposed density in units per acre for residential developments.
- Name(s) and address(es) of person(s) responsible for preparation of statement.
- Description of measures to control soil erosion and sedimentation during grading and construction operations and until a permanent ground cover is established. Recommendations for such measures may be obtained from the County Soil Erosion and Sedimentation office.
- Type, direction, and intensity of outside lighting.
- General description of deed restrictions, if any.

BASIS FOR DETERMINATION

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

COMPLETE APPLICATION INCLUDES:

- Application
- Site Plan
- Impact Assessment
- Basis for Determination
- Fee \$ \_\_\_\_\_
- Escrow Amount \$ \_\_\_\_\_
- Electronic Copies

Application and written documents

- Word
- PDF

Development and site plans

- PDF
- JPEG

REVIEW PROCESS

Upon submittal of this application, Township Staff will review the materials submitted and will, within ten (10) working days, forward a determination of completeness to the applicant. In the event that the submission is incomplete or noncompliant with the Zoning Ordinance, it will be returned to the applicant for revision. Once the submission is revised, Staff will again review it for completeness and again forward a determination to the applicant within ten (10) working days. This procedure shall be repeated until a complete submission is received.

Once the application is deemed to be complete and submitted according to the application deadlines, it will be forwarded to the Planning Commission for review. They will determine if the application is complete and schedule a public hearing as necessary.

Upon holding a public hearing, the Planning Commission may approve, approve with conditions, or deny the proposed special use.

The Planning Commission may impose such additional conditions and safeguards deemed necessary for the general welfare for the protection of individual property rights, and for insuring that the intent and objectives of this Ordinance will be observed. The breach of any condition, safeguard, or requirement shall automatically invalidate the permit granted.

AFFIDAVIT

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

Owner Signature: Rebecca Ligon, Mark Ligon Date: 11-2-2020

Applicant Signature: Rebecca Ligon, Mark Ligon Date: 11-2-2020

surrounding neighborhood.

- (4) Easily accessible open space areas to encourage outdoor interaction and opportunity shall be provided.

## **SECTION 712                    AUTOMOBILE LAUNDRIES**

### **A. REGULATIONS AND CONDITIONS**

- (1) All such facilities shall be connected to a public water and sewer system.
- (2) All washing activities shall be carried out within a building.
- (3) No vacuum equipment shall be located closer than one hundred (100) feet to any property line which abuts a property zoned or used for residential purposes.
- (4) Noise generated on site from any source shall not exceed 40 decibels measured at any property line.

## **SECTION 714                    BED AND BREAKFAST**

### **A. REGULATIONS AND CONDITIONS**

- (1) The minimum lot size shall be as pursuant to the District minimum for Single Family Dwellings.
- (2) Bed & Breakfast establishments shall not be allowed on lots or parcels, including legal non-conforming lots or parcels, which do not meet the established lot size, requirements for the district in which they are allowed.
- (3) No bed and breakfast establishment shall be located closer than one thousand three hundred sixty feet (1,360) from another bed and breakfast establishment within a residential or agricultural district.
- (4) One (1) parking space per rental sleeping room plus one (1) per owner occupant shall be provided.
- (5) One (1) non-illuminated wall sign identifying the establishment not to exceed three (3) square feet in area shall be allowed.
- (6) The establishment is located within a residence which is the principal dwelling unit on the property and shall be owner-occupied at all times.
- (7) The rental sleeping rooms shall have a minimum size of one hundred (100) square feet for each two (2) occupants with an additional thirty (30) square feet for each occupant to a maximum of four (4) occupants per room.
- (8) No more than eight (8) occupants shall be accommodated in any single residence at any one time in the A Agriculture District and R-3 Multiple Family Districts and five (5) occupants in all other permitted Districts.
- (9) Use or rental of snowmobiles, all-terrain vehicles or similar vehicles, boats and other marine equipment, in conjunction with the operation of the establishment shall be prohibited.
- (10) Special land use approval shall not be granted if the essential character of the lot or structure in terms of traffic generation or appearance will be changed substantially.
- (11) A site plan shall include a floor plan layout of the proposed structure drawn to a scale of not less than 1" = 16' that shows the specific layout of the proposed facility in accord with the provisions of this Zoning Ordinance.

## **SECTION 716                    BOARDING RESIDENCES**

### **A. REGULATIONS AND CONDITIONS**

- (1) All residences shall meet all state and local health and safety codes.
- (2) No more than five (5) individuals shall be accommodated in any single residence.
- (3) Such uses shall be carried out in an inconspicuous manner so that the nature of activities related



Ligon, Matthew and Rebecca  
Blended Roots Farm  
5885 Hainey Ln.  
Traverse City, MI 49684

Special Use Permit Application

Section 714 Bed and Breakfast

1. Property lot is currently 2.76 acres and completes requirement for Single Family Dwelling.
2. Lot is within acceptable perimeters.
3. The nearest Bed and Breakfast is over 3 miles away from our location.
4. There are a total of 10 parking spots (owner occupies indoor garage 2 parking spaces and 8 parking spaces outdoors for visitors, see attached photos).
5. There is a magnetic sign on the garage door with the farm logo and name. It measures 21" long by 10" high. See attached photos.
6. The residence is occupied by 2 adult owners and several children. This is our full time residence.
7. The rental suite is 20' x 20'. This includes a bathroom and closet.
8. We are zoned Agriculture and will not accommodate more than 8 guests at one time.
9. We will not use or rent snowmobiles, all-terrain vehicles or similar vehicles, boats or other marine equipment, in conjunction with the operation of the establishment.
10. The structure, appearance and traffic generation will be in line with the current use of the property.
11. We will provide a site plan with the necessary information required.

Ligon, Matthew and Rebecca  
Blended Roots Farm  
5885 Hainey Ln.  
Traverse City, MI 49684

### Special Use Permit Application

#### Impact Statement

I, Matthew, was born in Traverse City Michigan at Munson Hospital raised here on the Old Mission Peninsula on a fruit farm. Growing up on a farm was an amazing time as a child. To be able to see how nature works, from watching apples grow to making maple syrup, these memories are etched in gold in my mind. In 2014, my wife, Rebecca, and I started dreaming of having a farm of our own. However, we lived in town, Garfield Township in fact. To start a farm would mean we would have to move out of town. That did not please us, we enjoyed being so close to everything we needed. During our property search, we happened to stumble across a 6 acre agricultural parcel that had a perfect Sugarbush set up. The best part was the fact that this property was located right across the street from Traverse City West Senior high school. Having children attending elementary, middle, and high schools and to find a property within 3 1/2 miles of all three, this was a unicorn.

We purchased the land in 2014 and started building "our farm" in 2015. When we built the home, Nana (mother) was living with us. We created a suite for her on the south side of the house. With its own little kitchenette, full bath, two closets and french doors opening on to her own private porch, she enjoyed the peaceful and beautiful space. By the spring of 2016 we started to settle in at the new farmhouse. We went to work on raising organic produce for our family and our community. From 3,600 potato plants, to savory squash, beans and peas, we became a contributor to our community. We started teaching our children and our friends and neighbors how to grow naturally and without pesticides. We also opened up the Sugarbush and produced our first batch of sugary goodness (maple syrup aka liquid gold). We began in 2016, and we haven't settled or even slowed. We increased the size of the farm by 3 acres, and we added an agricultural building. We offer daisies and purple coneflowers, also known as echinacea, for "U-Pick" by the stem. Our sunflower gardens are becoming legendary, with small sunflowers for pictures with small children earlier in the summer, to the winding maze and senior pictures of the tall sunflower toward the end of July, this year smiles were truly priceless. We are in the process of creating walking paths throughout the expanding sunflower fields. On these paths will be educational plaques that describe and educate individuals on things from sugar maple trees, to our African guinea hens. Our goal is to turn our family farm into an educational community experience showing and teaching people how to grow, raise, and produce food for the community and their families.

Nana is now living in town and the suite is empty. Our family would like to take "Nana's Suite" and share it with others and give them first hand experience with a truly organic working farm. The special use permit would allow us to use this suite as a bed-and-breakfast and would not only help the farm reach its long-term goals of educating and possibly inspiring visitors from all walks of life, but provide a quiet, peaceful "get away" for those looking to enjoy our way of life. This would also showcase Garfield Township for our commitment to putting community and farming first.


Thank you for taking the time to enjoy our story.

Ligon, Matthew and Rebecca  
Blended Roots Farm  
5885 Hailey Ln.  
Traverse City, MI 49684

Special Use Permit

Addendum

- We feel the need to address covid and legal expectations. We will comply with all covid regulations both locally and nationally. We will disinfect the entire suite between guests and adhere to socially distancing guidelines. We will also provide no contact breakfast until such guidelines are changed.

 <b>Charter Township of Garfield</b> <b>Planning Department Report No. 2020-164</b>		
Prepared:	December 2, 2020	Pages: 2
Meeting:	December 9, 2020 Planning Commission	Attachments: <input checked="" type="checkbox"/>
Subject:	Fox Run PURD Extension Request	
File No.	PURD-2017-01	Parcel No. 05-130-003-00
Applicant/Owner:	William Clous, Eastwood Custom Homes	

**BACKGROUND:**

The Fox Run Planned Unit Residential Development (PURD) was approved on February 13, 2019 by the Planning Commission with the Report and Decision Order (RDO) being recorded on April 25, 2019. The project is for 84 two-bedroom apartment units on approximately 4.27 acres of land with onsite amenities such as three playgrounds, a dog park, and a walking trail. There are roughly 3.77 acres of environmentally sensitive areas on the site which will remain as open space, with some recreational amenities for residents proposed within these areas.

The applicant has two years from date of recording of the RDO to begin construction or make meaningful progress towards completion according to the Zoning Ordinance, Section 425.L(3)(c), as follows:

*“(c) Execution of the planned development Report and Decision Order shall act as the date of final approval. If substantial construction or, if the order involves no construction, the permitted use has not commenced and proceeded meaningfully toward completion within two (2) years from the date of final approval, the planned development order shall expire automatically.”*

Prior to expiration, the applicant may request an extension of one year. The Planning Commission needs to find sufficient evidence that the applicant will in fact commence construction and proceed meaningfully toward completion by the end of the additional year, according to the standards of Section 425.L(3)(d) as listed below. The applicant has also provided a letter indicating why they believe they should be granted an extension. This letter is attached to this report.

**EXTENSION REQUEST:**

According to Section 425.L(3)(d), “Prior to expiring, extensions of the planned development order may be requested by the applicant. If the Planning Commission finds that there is sufficient evidence that the applicant will in fact commence construction and proceed meaningfully toward completion by the end of the third year, the planned development order may be extended for one (1) additional year where all of the following conditions are met:”

- (i) *The applicant is able to demonstrate that construction has been delayed by factors that are beyond its control and that construction will commence and continue meaningfully toward completion within the one (1) year extension*

The applicant’s letter indicates that the COVID-19 pandemic has caused delays in construction and reduced availability of labor. The ongoing pandemic has certainly been identified as causing many disruptions across all industries and is certainly a factor beyond the control of the applicant.

The letter states that the applicant plans to begin construction in May 2021 and proceed until the project is completed. This would be well within the one-year time frame of a possible extension, which would last until April 25, 2022.

- (ii) *There have been no significant changes in the character of the surrounding area that were not known or anticipated at the time of approval*

Since the approval in February 2019, there have not been any significant changes in character of the surrounding area.

- (iii) *There have been no development approvals granted in the surrounding area that would be in conflict with the approved planned development order; and*

Since the approval in February 2019, there have not been any development approvals granted in the surrounding area that would conflict with this project.

- (iv) *There have been no changes to the master plan or this Ordinance that would conflict with the approved planned development order.*

The Township updated its Master Plan when it adopted the Barlow Garfield Neighborhood Plan on June 9, 2020. Although much of the Garfield Road corridor was included in the study area for this neighborhood, the Fox Run site is just outside this study area. The project still fits with the Master Plan and Future Land Use designation of High Density Residential for this site.

The Zoning Ordinance amendments which have been adopted since the original project approval do not conflict with the project or impact the approval.

**ACTION REQUESTED:**

Following the applicant presentation and Planning Commission discussion, if the Commission finds there is sufficient evidence to grant an extension, then the following motion is suggested:

THAT application PURD-2017-01, submitted by William Clous, Eastwood Custom Homes, to construct 84 two-bedroom apartment units on parcel 05-130-003-00, BE GRANTED a one-year extension until April 25, 2022 to begin construction.

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

**Attachments:**

1. Letter from William Clous to Garfield Township Planning Commission, dated November 20, 2020.



848 US 31 South  
Traverse City, MI 49685  
Office: 231.941.5046  
Fax: 231.941.4297

November 20, 2020

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

RE: Fox Run Apartments, Garfield Rd, Garfield Township

Dear Garfield Township Planning Commission:

I am hereby requesting an extension of PURD #2017-01. My intention was to begin construction in the spring of 2020. However, due to circumstances beyond my control, such as the COVID pandemic and loss of labor due to COVID, I was forced to delay construction. I plan to commence construction in May of 2021 and continue construction until the project is complete. I am requesting a 12 month extension of the PURD and we plan to begin construction in May of 2021.

Please see my response below in red to the requirements of Section 425.L(3)(d) of the Garfield Township Zoning Ordinance:

(i) The applicant is able to demonstrate that construction has been delayed by factors that are beyond its control and that construction will commence and continue meaningfully toward completion within the one (1) year extension; **Construction has been delayed because of the COVID pandemic. My intention is to begin construction in May of 2021 and continue towards completion of the project.**

(ii) There have been no significant changes in the character of the surrounding area that were not known or anticipated at the time of approval; **I believe there have been no significant changes in the character of the surrounding area that were not known or anticipated at the time of approval.**


(iii) There have been no development approvals granted in the surrounding area that would be in conflict with the approved planned development order; and **I believe there have been no development approvals granted in the surrounding area that would be in conflict with the approved planned development order.**

(iv) There have been no changes to the master plan or this Ordinance that would conflict with the approved planned development order. **I believe there have been no changes to the master plan or this Ordinance that would conflict with the approved planned development order.**

Thank you for taking the time to review my extension request for the Fox Run PURD.

Sincerely,

William F. Clous  
President

 <b>Charter Township of Garfield</b> <b>Planning Department Report No. 2020-165</b>			
Prepared:	December 2, 2020	Pages:	5
Meeting:	December 9, 2020 Planning Commission	Attachments:	<input checked="" type="checkbox"/>
Parcel:	05-028-001-10		
Subject:	Mosser Apartment Complex – Conceptual Review		
Applicant:	NASV LLC		

**STAFF COMMENT:**

This application is for a conceptual review of a proposed apartment complex development on the south side of Hartman Road, west of Dracka Road. The parcel is 6.19 acres. The site is surrounded by Applebee’s and the Grand Traverse Commerce Centre on the north, Harbor Freight Tools and Sam’s Club to the west, Chelsea Park West apartments to the south, and Miller Creek Nature Reserve to the east.

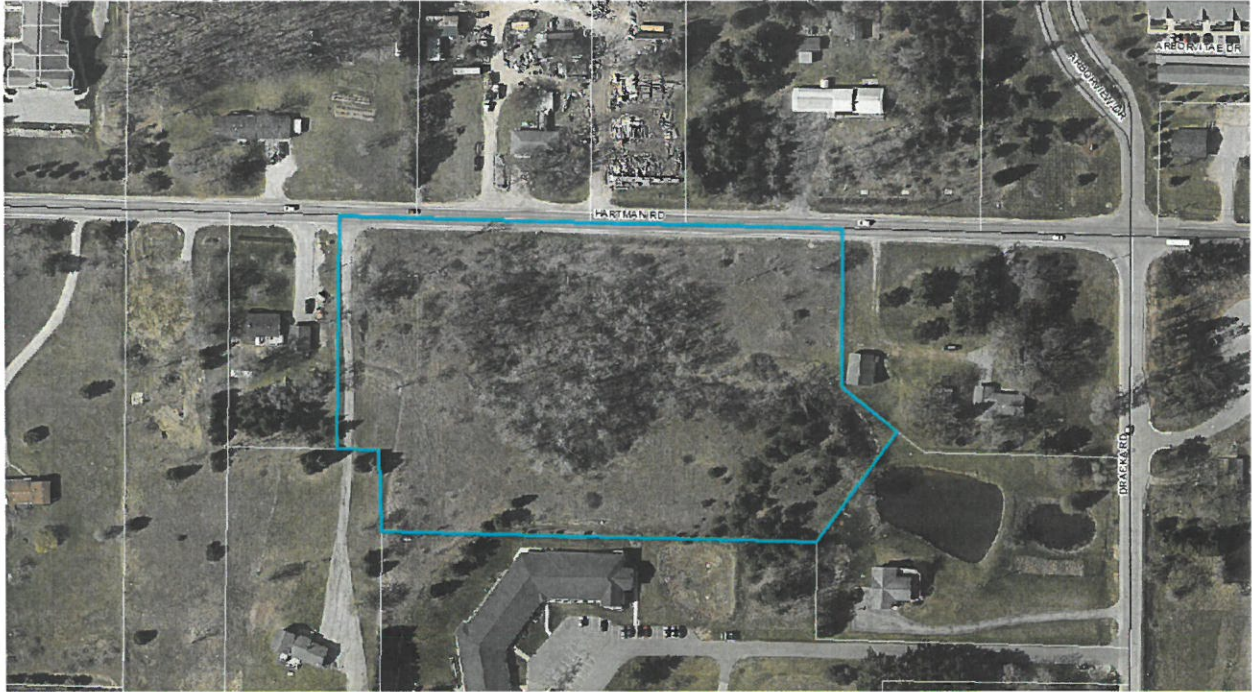
The existing site is vacant land and includes significant wetlands. The proposed project is for a 168-unit apartment complex, which would include the following:

- 168 apartment units in 7 buildings, each 3 stories
- Two office buildings are shown with two apartments above each building
- A clubhouse and pool are shown

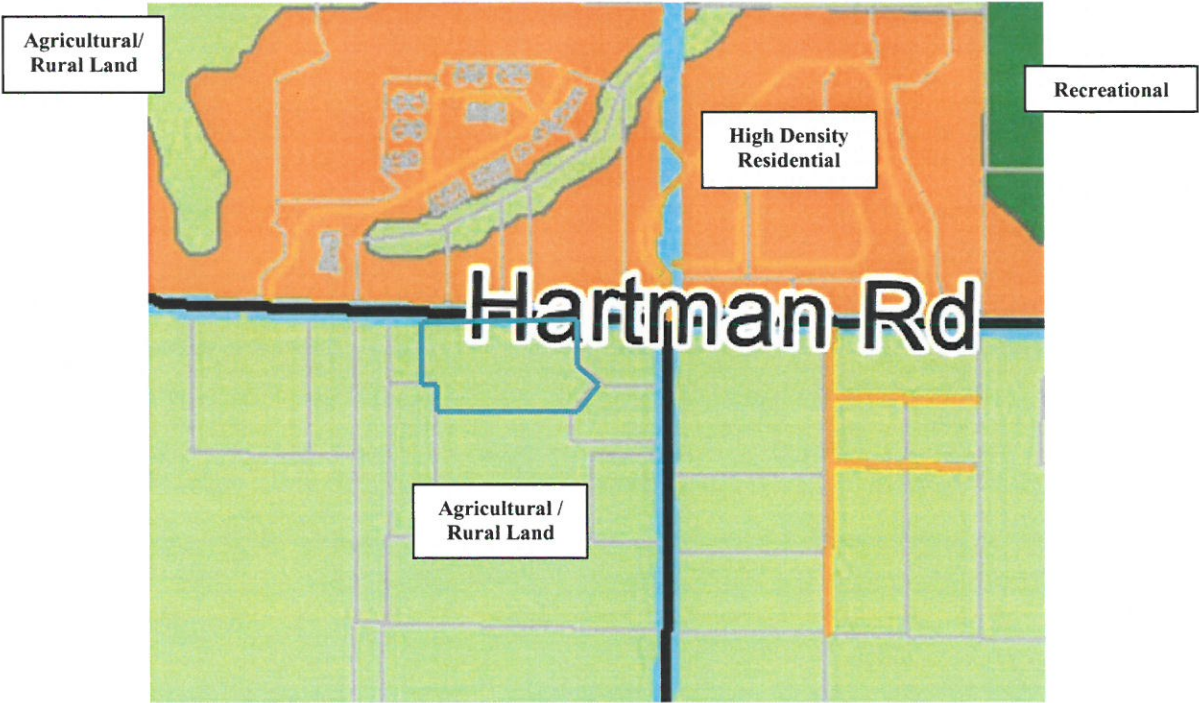
*Zoomed-out aerial photo of subject property, with property lines highlighted in blue*



*Zoomed-in aerial photo of the subject site, with property lines highlighted in blue*

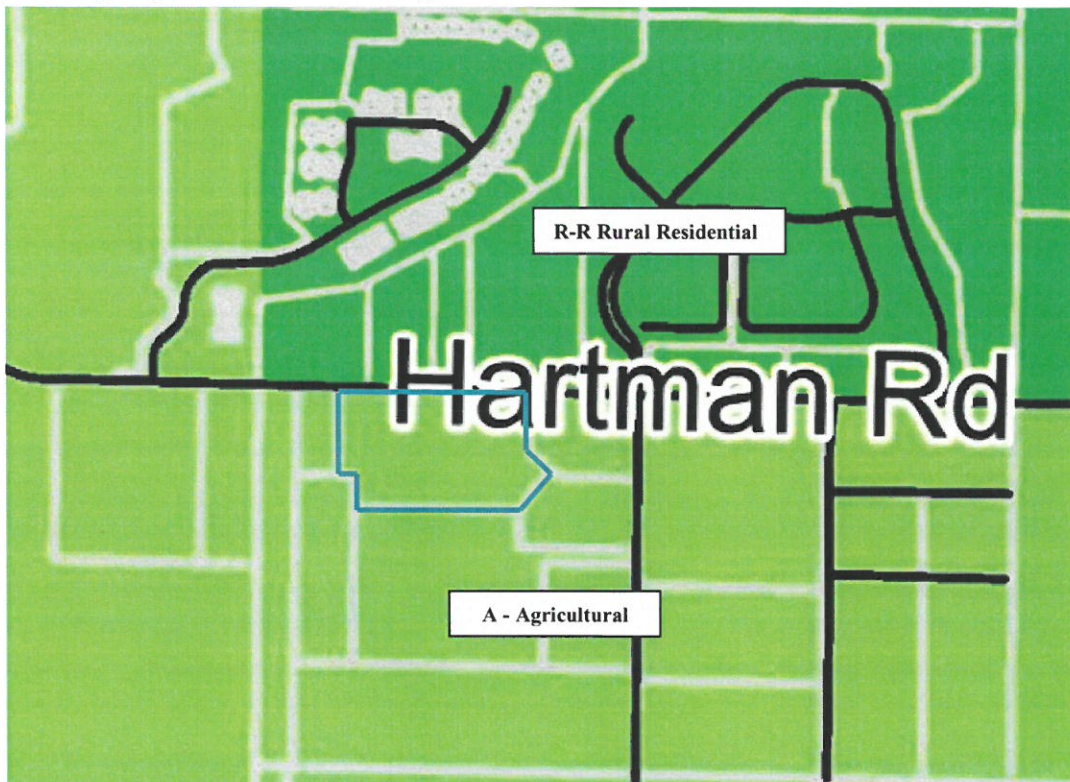


*Future land use designation of the subject parcel and surrounding area is shown below*





*Zoning of the subject parcel and surrounding area is shown below*



#### *Master Plan*

According to the Future Land Use Map, the subject site and all land south of Hartman Road is designated Agricultural/Rural Land. Land north of Hartman Road has a Future Land Use designation of High Density Residential with wetland/stream areas having a designation of Agricultural/Rural Land.

The intent of the Agricultural/Rural Land designation is to provide areas for agricultural operations and low intensity land uses in the outlying areas of the Township. It is intended to promote the protection of the existing natural environment and to preserve, enhance, and stabilize the essential characteristics and economic value of these areas as agricultural lands. These districts may be used to encourage development in and near the core areas of the Township by limiting the development densities of parcels less suited for intensive development. This land use type is also used to protect natural resources and environmentally sensitive areas, such as stream buffer zones.

#### *Zoning*

The site is zoned as A Agricultural which is compatible for the future land use designation of Agricultural/Rural Land and the context of other properties along the south side of Hartman Road.

#### *Planned Unit Development*

As currently zoned, the conceptual development for the subject site is not permitted. One possible development type that could be considered is Planned Unit Development. However, the following standards are required and may prevent the subject site from being a viable location:

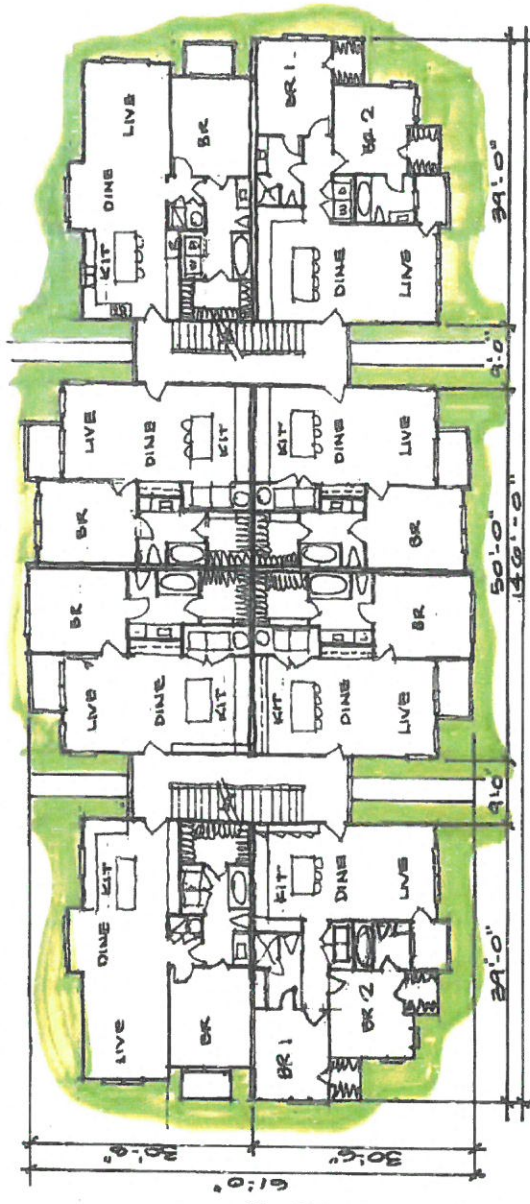
- 1) *Criteria for a Planned Unit Development.* An application for a planned unit development may be submitted on any parcel or contiguous parcels within the Township where the site meets one (1) or more of the following criteria:
  - a. Mixed or varied uses are proposed that cannot be achieved under a single zoning district;
  - b. The site exhibits unusual topography or a unique setting within the community;
  - c. Innovation and variety of design are proposed that are not achievable under the current zoning districts of this ordinance;
  - d. Additional amenities are made possible by and incorporated within the development;
  - e. A substantial public benefit is proposed within or as a result of the project;
  - f. A cross-jurisdictional development is proposed that warrants flexibility in terms of design and layout.
- 2) *Minimum Parcel Size.* The site on which an application for planned unit development is proposed shall be self-contained and shall contain no less than twenty (20) contiguous acres. To encourage flexibility and creativity consistent with the objectives of the zoning ordinance, the Planning Commission may approve projects of less than twenty (20) acres. Such a deviation shall be approved through a finding of fact by the Planning Commission that the deviation meets the purpose of a planned unit development. In granting such a deviation, the Planning Commission shall consider factors such as preservation of steep topography, soils unsuitable for development, surrounding land uses which may make the parcel unsuitable for traditional development, transfer of acreage or easements to the Township or other appropriate organization for broadly beneficial public projects, or truly innovative design.
- 3) *Open Space.* A Planned Unit Development shall be designed to incorporate a minimum of 20% useable open space to supplement the residents of the PUD and/or Garfield Township. These areas are anticipated to provide recreational opportunities such as parks, trails, playgrounds, and other similar opportunities. There are no provisions or areas for open space shown on the conceptual plan.
- 4) *Density.* Based on the proposed development layout, the density would be 27 units per acre. In comparison, neighboring Planned Unit Developments (Liv Arbors and Chelsea Park) range from 6 to 8 units per acre.
- 5) *Stormwater.* There are no provisions or areas for onsite stormwater management shown on the conceptual plan. Stormwater management systems typically occupy a considerable amount of land.
- 6) *Parking.* The conceptual plan notes a total of 362 parking spaces are shown which would provide 2.2 spaces per unit. For apartments, parking requirements are a minimum of 1.5 per unit and a maximum of 2.0 per unit, so the proposed parking exceeds the acceptable range.
- 7) *Landscaping and Buffering.* There are no provisions or areas for landscaping and buffering shown on the conceptual plan. Landscaping and buffering requirements typically occupy a considerable amount of land.
- 8) *Additional Requirements.* In addition to the above listed issues, there are additional requirements in the Zoning Ordinance.

**ACTION REQUESTED:**

The conceptual review process is intended to provide an opportunity for a dialogue between the Planning Commission and the applicant. No formal action is requested.

**Attachments:**

1. Conceptual building floor plan and elevations provided by the applicant dated July 9, 2020
2. Conceptual site plan provided by the applicant dated November 9, 2020



CASINO BEACH PLANS

APRIL 14, 2020 COPYRIGHT ©, ALL RIGHTS RESERVED

KEN SCHAUMBURG, ARCHITECT

8430 BLUE HERON CT., FORT WORTH, TEXAS 76108 (817) 991-0132



ELEVATION

URBAN DESIGN PARTNERS, PLLC THE MOSSER APARTMENT COMPLEX

KEN SCHAUMBURG, ARCHITECT

8430 BLUE HERON CT., FORT WORTH, TEXAS 76108 (817) 991-0132

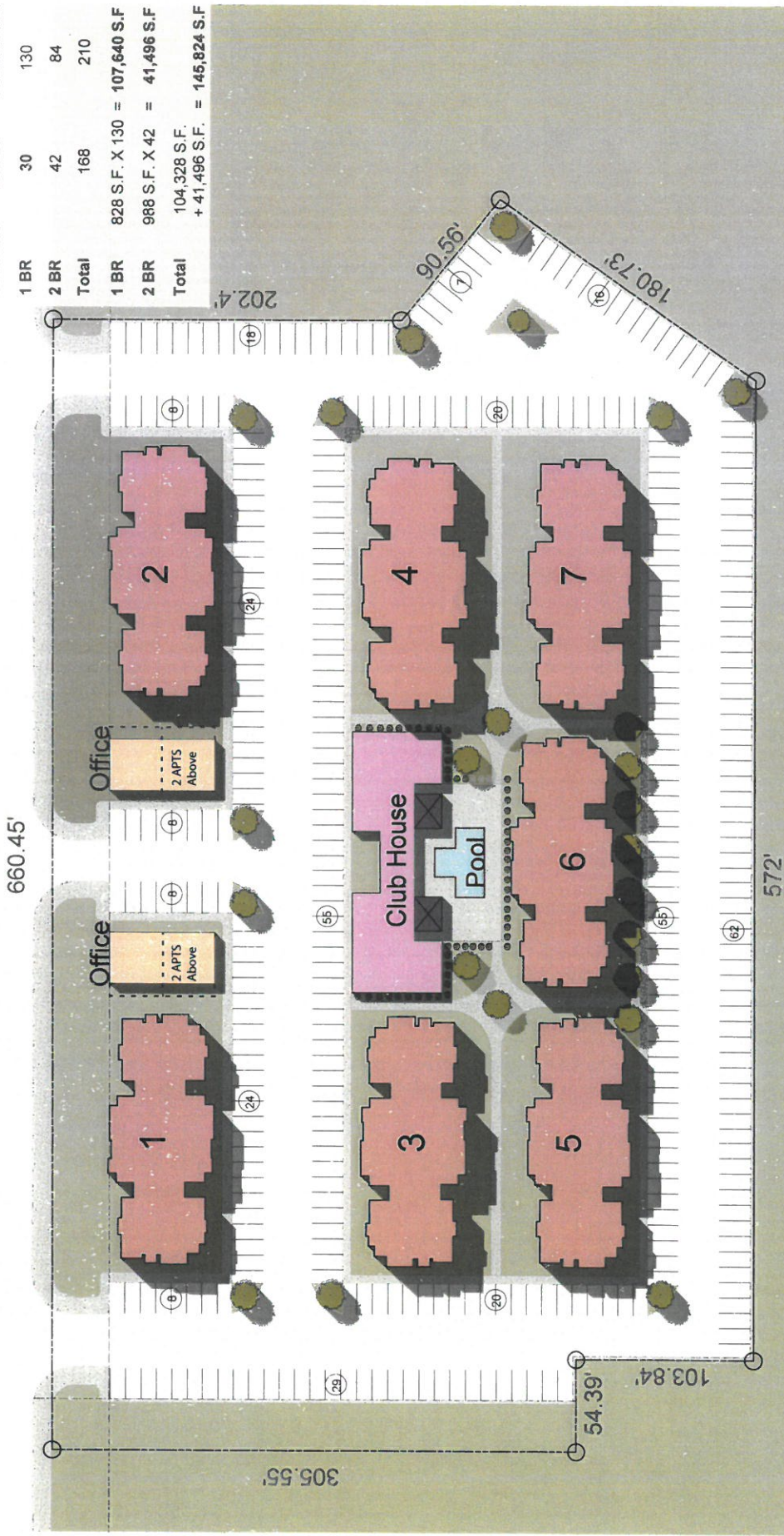
July 9, 2020 COPYRIGHT ©, ALL RIGHTS RESERVED


**MOSSER APARTMENT COMPLEX**

Parking Required - 294

Parking Provided - 362

UNIT MIX	UNITS	BEDROOMS
1 BR	30	130
2 BR	42	84
<b>Total</b>	<b>168</b>	<b>210</b>
1 BR	828 S.F. X 130 =	107,640 S.F.
2 BR	988 S.F. X 42 =	41,496 S.F.
<b>Total</b>	104,328 S.F. + 41,496 S.F. =	<b>145,824 S.F.</b>



 <b>Charter Township of Garfield</b> <b>Planning Department Report No. 2020-162</b>		
Prepared:	December 2, 2020	Pages: 6
Meeting:	December 9, 2020 Planning Commission	Attachments: <input type="checkbox"/>
Subject:	C-P and PUD Signs Zoning Ordinance Text Amendment – Introduction	

**BACKGROUND:**

The Planning Commission has discussed potential changes to the sign regulations in the Planning Shopping (C-P) zoning district and Planned Unit Developments (PUDs) at the October 28, 2020 and November 12, 2020 meetings. The impetus for these changes came after identifying several issues with the current sign regulations from several recent sign proposals and Staff review of sign regulations in the Zoning Ordinance and Township practices, including the following:

- The Township has historically treated a new sign being installed in place of an existing sign as a replacement sign, rather than as a completely new sign. This means the Township has historically subjected the new sign to prior (“grandfathered”) sign regulations rather than current regulations.
- The current Zoning Ordinance shows that one of the ways signs in PUDs are treated is in relation to signs allowed in the underlying zoning district. The reference to regulations for an underlying zoning district are not used for other aspects of PUDs. The Township also has several PUDs with an underlying zoning district which does not match the land use, especially those with agricultural or residential underlying zoning districts and commercial land uses.

In addition to the above issues, the Planning Commission reviewed the criteria by which they can approve signs that do not meet regulations in the C-P district or a PUD. Commissioners wanted to allow for some flexibility, especially based on building size, while maintaining a clear set of base regulations and clarifying that the applicant is responsible for making the case as to why the Planning Commission should waive the sign requirements in their case.

The proposed Zoning Ordinance amendment incorporates input from the Planning Commission discussion and covers the following for signs in both the C-P district and in PUDs:

- Add an “Applicability” section to explain what is and is not considered a new sign.
- Clarify regulations for signs permitted by right:
  - For signs within the C-P district, list the regulations separately for residential uses, office uses, and Commercial Uses.
  - For signs within Planned Developments, list separately for residential uses, office uses, and commercial and industrial uses, and remove references to the underlying zoning district.
- Refine criteria for the Planning Commission to modify or waive sign requirements:
  - State the limitations of the Planning Commission’s discretion (e.g. not a variance, does not run with the land, does not set precedent, only applies to the sign in the application).
  - Refine criteria to allow flexibility, including by building size and distance from the road.
- Allow "gooseneck" style downward illumination of non-internally illuminated signs in C-P.

This amendment would impact both Section 630.G. – Signs Permitted in the C-P Planned Shopping Center Commercial Districts and Section 630.J. – Planned Development Signs.

The following table describes the current PUD and C-P sign regulations in the Township and the proposed changes to be incorporated into a Zoning Ordinance amendment:

<b>Section 630.G. – Signs Permitted in the C-P Planned Shopping Center Commercial Districts:</b>	
<b>Current</b>	<b>Proposed</b>
In the C-P District the following signs shall be permitted:	In the C-P District the following signs shall be permitted:  (1) Applicability. This section shall apply to all new signs, which shall include the following: (a) Removal and replacement of a sign structure. (b) Removal and replacement of wall sign channel letters. The following shall not be considered new signs: (a) Changing the sign face or the sign copy on a sign within an existing sign structure. (b) Repair of an existing sign.
(1) Signs permitted as of right. (a) One (1) wall sign is permitted per exterior storefront. Tenants occupying corner spaces may utilize one sign per elevation with a maximum of two signs. The maximum wall sign area shall be the lesser of 100 square feet or 20% of the area to which the sign is attached. (b) One (1) 100 square foot freestanding sign is permitted per public roadway for the specific development.	(2) Signs permitted by right. (a) Residential Uses. (i) Wall Signs. One (1) sign for a home occupation or professional service; no illumination of signs is permitted; maximum of 3 square feet per sign. (ii) Freestanding Signs. One (1) freestanding monument sign per roadway entrance to the development; maximum of 16 square feet per sign. Signs may be illuminated as regulated by Section 630.M.(7) of this Ordinance. The sign may be placed upon an architectural entrance feature provided the height of the entrance feature does not exceed 6 feet and is setback 15 feet from the property line. (b) Office Uses. (i) Wall Signs. One (1) sign per building; maximum of 40 square feet per sign. (ii) Freestanding Signs. One (1) sign per roadway entrance to the development; maximum of 40 square feet per sign. (c) Commercial Uses. (i) Wall Signs. One (1) sign per exterior storefront. The maximum area per sign shall be the lesser of 100 square feet or 20% of the area of the wall to which the sign is attached. Businesses occupying corner spaces are permitted one (1) sign on the additional exterior wall. (ii) Freestanding Signs. One (1) sign per roadway entrance to the development; maximum of 100 square feet per sign.

<p>(2) Signs which may be approved by the Planning Commission as a routine agenda item:</p> <ul style="list-style-type: none"> <li>(a) Internal directional signs of not more than six (6) square feet in sign face area. Such signs shall be located at logical locations such as service drive intersections or service drive / drive aisle intersections. The location and quantity of said signs shall be subject to Planning Commission approval and clearly indicated on an overall site plan.</li> </ul> <p>(3) Any proposed sign(s) not meeting the standards in Paragraph (1)(a) above may be approved by the Planning Commission if the Planning Commission determines that all of the following standards are met:</p> <ul style="list-style-type: none"> <li>(a) The proposed sign(s) shall be designed as an integral part of the development, with letter size and location proportional to the overall design.</li> <li>(b) The Planning Commission determines that the maximum sign standards of the C-P district do not provide for the reasonable use of the planned shopping center.</li> <li>(c) The proposed sign(s) is (are) appropriate for the site, compatible with surrounding land uses, and necessary for the reasonable use of the planned shopping center.</li> <li>(d) The permitted sign(s) is (are), in the determination of the Planning Commission, the minimum increase(s) necessary to ensure that the proposed sign(s) is appropriate in scale, bulk and location relative to the site and surrounding land uses.</li> <li>(e) All approved modifications from the required sign standards shall be specific to the sign(s) approved by the Planning Commission.</li> <li>(f) The requested increase in wall sign area shall not exceed fifty (50) percent over that allowed in Subsection (1)(a).</li> </ul>	<p>(3) Signs subject to Planning Commission approval.</p> <ul style="list-style-type: none"> <li>(a) Internal directional signs with a maximum of 6 square feet per sign. Such signs shall be placed at logical locations to facilitate traffic within the site. The location and quantity of internal directional signs shall be subject to Planning Commission approval and clearly indicated on an overall site plan.</li> <li>(b) The Planning Commission shall have the ability to modify any of the standards in Section 630.G.(2) provided all the following criteria are met. Any modification of these standards shall be applicable for only the lifespan of the sign in question and shall not be transferable to any other sign or lot, shall not be considered to be a variance, and shall not run with the land. The decision of the Planning Commission shall be applicable to only the specific application and shall not be considered to set precedent.             <ul style="list-style-type: none"> <li>(i) The proposed sign(s) shall be designed as an integral part of the development and compatible with the overall design.</li> <li>(ii) Any proposed sign shall be found by the Planning Commission to be appropriate in scale, bulk, and location relative to the site and shall be found to be compatible with surrounding land uses.</li> <li>(iii) The sign does not block the view of other nearby signs to the extent that it would harm the ability of other businesses in the surrounding neighborhood to operate.</li> <li>(iv) For a wall sign, the building is set back greater than two hundred (200) feet from the centerline of the nearest roadway, or the wall to which the sign is attached is greater than five hundred (500) square feet, and the requested increase in wall sign area is not more than fifty (50) percent greater than that allowed in Section 630.G.(2).</li> <li>(v) There are other unique circumstances or existing conditions on the site which warrant consideration by the Planning Commission.</li> </ul> </li> </ul>
<p>(4) The following signs are Prohibited in the C-P District (and may not be approved by the Planning Commission pursuant to paragraph (3) above):</p> <ul style="list-style-type: none"> <li>(a) All signs described in §630.P.</li> <li>(b) Cabinet signs.</li> <li>(c) Changeable copy signs and Billboard signs.</li> <li>(d) Signs with exposed neon or other exposed lighting source.</li> </ul>	<p>(4) The following signs are prohibited in the C-P district under any circumstances.</p> <ul style="list-style-type: none"> <li>(a) All signs described in §630.P</li> <li>(b) Cabinet signs.</li> <li>(c) Changeable copy signs and Billboard signs.</li> <li>(d) Signs with exposed neon or other exposed lighting source (excepting "gooseneck" style downward illumination of non-internally illuminated signs).</li> </ul>



<b>Section 630.J. – Planned Development Signs</b>	
<b>Current</b>	<b>Proposed</b>
<p>All proposed signs within a Planned Unit Development shall be submitted to the Planning Commission for final review and approval. Within such developments, the following signs may be permitted:</p>	<p>All proposed signs within a Planned Unit Development shall be submitted to the Planning Commission for final review and approval. Within such developments, the following signs may be permitted:</p> <p>(1) Applicability. This section shall apply to all new signs, which shall include the following:</p> <ul style="list-style-type: none"> <li>(a) Removal and replacement of a sign structure.</li> <li>(b) Removal and replacement of wall sign channel letters.</li> </ul> <p>The following shall not be considered new signs:</p> <ul style="list-style-type: none"> <li>(a) Changing the sign face or the sign copy on a sign within an existing sign structure.</li> <li>(b) Repair of an existing sign.</li> </ul>
<p>(1) Signs allowed as by right. The greater of:</p> <ul style="list-style-type: none"> <li>(a) All signs permitted by the underlying zoning district, and subject to the same limitations thereof.</li> <li>(b) Freestanding signs.                             <ul style="list-style-type: none"> <li>(i) One (1) development sign of not more than 40 (forty) square feet in sign face area per development entry.</li> </ul> </li> <li>(c) Wall signs. One (1) primary forty (40) square foot wall sign for each approved non-residential structure, plus one (1) secondary twenty (20) square foot wall sign.</li> </ul>	<p>(2) Signs permitted by right.</p> <ul style="list-style-type: none"> <li>(a) Residential Uses.                             <ul style="list-style-type: none"> <li>(i) Wall Signs. One (1) sign for a home occupation or professional service; no illumination of signs is permitted; maximum of 3 square feet per sign.</li> <li>(ii) Freestanding Signs. One (1) freestanding monument sign per roadway entrance to the development; maximum of 16 square feet per sign. Signs may be illuminated as regulated by Section 630.M.(7) of this Ordinance. The sign may be placed upon an architectural entrance feature provided the height of the entrance feature does not exceed 6 feet and is setback 15 feet from the property line.</li> </ul> </li> <li>(b) Office Uses.                             <ul style="list-style-type: none"> <li>(i) Wall Signs. One (1) sign per building; maximum of 40 square feet per sign.</li> <li>(ii) Freestanding Signs. One (1) sign per roadway entrance to the development; maximum of 40 square feet per sign.</li> </ul> </li> <li>(c) Commercial and Industrial Uses.                             <ul style="list-style-type: none"> <li>(i) Wall Signs. One (1) sign per exterior storefront. The maximum area per sign shall be the lesser of 100 square feet or 20% of the area of the wall to which the sign is attached. Businesses occupying corner spaces are permitted one (1) sign on the additional exterior wall.</li> <li>(ii) Freestanding Signs. One (1) sign per roadway entrance to the development; maximum of 100 square feet per sign.</li> </ul> </li> </ul>

<p>(2) Signs which may be approved by the Planning Commission as a routine agenda item:</p> <ul style="list-style-type: none"><li>(a) Internal directional signs of not more than six (6) square feet in sign face area. Such signs shall be located at logical locations such as service drive intersections or service drive / drive aisle intersections. The location and quantity of said signs shall be subject to Planning Commission approval and clearly indicated on an overall site plan.</li></ul> <p>(3) Signs which may be allowed subject to Planning Commission approval following a public hearing: The Planning Commission shall have the authority to increase the maximum wall sign standards permitted under subsection (1), above, based upon appropriate findings of fact demonstrating that each of the following criteria are met:</p> <ul style="list-style-type: none"><li>(a) The maximum sign standards of subsection (1) do not provide for the reasonable use of the parcel as provided for within the planned unit development.</li><li>(b) The proposed modification is appropriate for the site, compatible with surrounding land uses, and necessary for the reasonable use of the parcel as provided for within the planned unit development.</li><li>(c) The increase in permitted sign standards are, in the determination of the Planning Commission, the minimum increase(s) necessary to ensure that the proposed sign(s) is appropriate in scale, bulk and location relative to the site and surrounding land uses.</li><li>(d) All approved modifications from the required sign standards shall be specific to the sign(s) approved by the Planning Commission.</li><li>(e) The requested increase in wall sign area shall not exceed fifty (50) percent over that allowed in Subsection (1) or the underlying zoning district, whichever is greater.</li></ul>	<p>(3) Signs subject to Planning Commission approval.</p> <ul style="list-style-type: none"><li>(a) Internal directional signs with a maximum of 6 square feet per sign. Such signs shall be placed at logical locations to facilitate traffic within the site. The location and quantity of internal directional signs shall be subject to Planning Commission approval and clearly indicated on an overall site plan.</li><li>(b) The Planning Commission shall have the ability to modify any of the standards in Section 630.J.(2) provided all the following criteria are met. Any modification of these standards shall be applicable for only the lifespan of the sign in question and shall not be transferable to any other sign or lot, shall not be considered to be a variance, and shall not run with the land. The decision of the Planning Commission shall be applicable to only the specific application and shall not be considered to set precedent.<ul style="list-style-type: none"><li>(i) The proposed sign(s) shall be designed as an integral part of the development and compatible with the overall design.</li><li>(ii) Any proposed sign shall be found by the Planning Commission to be appropriate in scale, bulk, and location relative to the site and shall be found to be compatible with surrounding land uses.</li><li>(iii) The sign does not block the view of other nearby signs to the extent that it would harm the ability of other businesses in the surrounding neighborhood to operate.</li><li>(iv) For a wall sign, the building is set back greater than two hundred (200) feet from the centerline of the nearest roadway, or the wall to which the sign is attached is greater than five hundred (500) square feet, and the requested increase in wall sign area is not more than fifty (50) percent greater than that allowed in Section 630.J.(2).</li><li>(v) There are other unique circumstances or existing conditions on the site which warrant consideration by the Planning Commission.</li></ul></li></ul>
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<p>(4) The following signs are Prohibited in Planned Developments (and may not be approved by the Planning Commission pursuant to paragraph (2) above):</p> <ul style="list-style-type: none"><li>(a) All signs described in §630.P.</li><li>(b) Changeable copy signs and Billboard signs.</li><li>(c) Signs with exposed neon or other exposed lighting source (excepting "gooseneck" style downward illumination of non-internally illuminated signs).</li></ul>	<p>(4) The following signs are prohibited in Planned Developments under any circumstances.</p> <ul style="list-style-type: none"><li>(a) All signs described in §630.P</li><li>(b) Changeable copy signs and Billboard signs.</li><li>(c) Signs with exposed neon or other exposed lighting source (excepting "gooseneck" style downward illumination of non-internally illuminated signs).</li></ul>
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**ACTION REQUESTED:**

If, following Commissioner discussion, the Commission is prepared to schedule the draft changes to Section 630.G. and 630.J. of the Zoning Ordinance for public hearing, then the following motion is suggested:

MOTION THAT the draft changes to Section 630.G. and 630.J. of the Zoning Ordinance, as included within Planning Department Report 2020-162, BE SCHEDULED for public hearing for the January 13, 2021 Planning Commission Regular Meeting.

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



# Charter Township of Garfield

## Grand Traverse County

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

## 2021 PLANNING COMMISSION MEETING DATES

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The Charter Township of Garfield Planning Commission meets on the second and fourth Wednesdays of each month, excepting the months of November and December. All meetings begin at 7:00 p.m. and are held at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan. The adopted 2021 meeting schedule is as follows:

### Regular Meeting

January 13, 2021  
 February 10, 2021  
 March 10, 2021  
 April 14, 2021  
 May 12, 2021  
 June 9, 2021  
 July 14, 2021  
 August 11, 2021  
 September 8, 2021  
 October 13, 2021  
 November 10, 2021  
 December 8, 2021

### Study Session

January 27, 2021  
 February 24, 2021  
 March 24, 2021  
 April 28, 2021  
 May 26, 2021  
 June 23, 2021  
 July 28, 2021  
 August 25, 2021  
 September 22, 2021  
 October 27, 2021

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

Garfield Township 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 Township. Individuals with disabilities requiring auxiliary aids or services should contact Garfield Township by writing or calling Lanie McManus, Clerk, Ph: (231) 941-1620, or TDD #922-4766.