

**CHARTER TOWNSHIP OF GARFIELD
PLANNING COMMISSION MEETING
January 8, 2020**

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

Pledge of Allegiance

The Pledge of Allegiance was recited by all in attendance.

Roll Call of Commission Members:

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

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

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

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

Nays: None

Election of Officers

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

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

Nays: None

1. Public Comment (7:02)

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

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

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

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

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

Nays: None

3. Minutes (7:06)

a. December 11, 2019

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

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

Nays: None

4. Correspondence (7:07)

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

5. Reports (7:08)**Township Board Report**

Duell had no report.

Planning Commissioners

None

Staff Report

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

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

This application requests approval of a Special Use Permit to expand an existing retail building, including construction of an accessory storage building, and add office uses at 2487 Rice Street. The building was recently purchased by Habitat for Humanity, which has continued to use the building for retail operations. Retail operations and office uses are permitted via SUP in the I-G district. Fred Campbell, representing the applicant, commented on a light which was removed from the property because it did not meet with the ordinance requirements. He proposed a shared light between property owners. Commissioners said that all conditions listed in the Finding of Facts below would need to be met before any permits can be issued to change the site.

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

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

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

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

4. *All final reviews from agencies with jurisdiction shall be provided prior to any Land Use Permits being issued.*
5. *All proposed landscaping and site amenities shall be installed prior to the issuance of a Certificate of Occupancy.*
6. *The applicant shall provide two (2) full-size plan sets, one (1) 11"x17" plan set and one electronic copy of the full application (in PDF format) with all updates as required by the conditions of this approval and indicating compliance with all provisions of the Zoning Ordinance.*
7. *The applicant shall record promptly the amended Report and Decision Order (RDO) and any amendment to such order with the Grand Traverse County Register of Deeds in the chain of title for each parcel or portion thereof to which the RDO pertains. A copy of each recorded document shall be filed with the Township within ninety (90) days of final approval by the Township or approval shall be considered to have expired.*

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

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

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

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

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

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

1. *As per the requirements of Section 730, if the queuing of vehicles interferes with the free flow of traffic on the public roadway, then the Special Use Permit holder is subject to enforcement such as fines, injunctive relief and/or revocation of the Special Use Permit.*
2. *Provide a statement that the site is suitable for a drive-in or drive-through establishment, with regard to traffic safety, by a registered engineer with an educational specialization in traffic engineering.*
3. *EGLE certified delineation regarding the regulated/unregulated nature of wetlands on the site. In lieu of this condition, the applicant's wetland delineation may be reviewed by another qualified engineer as approved by the township.*
4. *An easement shall be recorded to document the cross access agreement.*
5. *The cross-access connections to both the north and south neighboring properties shall be paved to the lot line. If the north cross-access connection is not provided to the lot line, then it shall be a condition of this approval that the property owner shall extend the driveway to the lot line when a paved stub connection at the property line is made available by the adjacent property owner.*
6. *Final engineering review and approval by the Township Engineer is required including all infrastructure and stormwater.*
7. *All final reviews from agencies with jurisdiction shall be provided prior to any Land Use Permits being issued.*
8. *All proposed landscaping and site amenities shall be installed prior to the issuance of a Certificate of Occupancy.*
9. *The applicant shall provide two (2) full-size plan sets, one (1) 11"x17" plan set, and one electronic copy of the full application (in PDF format) with all updates as required by the conditions of this approval and indicating compliance with all provisions of the Zoning Ordinance.*
10. *The applicant shall record promptly the amended Report and Decision Order (RDO) and any amendment to such order with the Grand Traverse County Register of Deeds in the chain of title for each parcel or portion thereof to which the RDO pertains. A copy of each recorded document shall be filed with the Township within ninety (90) days of final approval by the Township or approval shall be considered to have expired.*

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

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

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

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

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

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

Racine recused himself and McManus took over as chair.

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

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

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

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

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

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

Chair Racine rejoined the meeting.

8. Public Comment

None

9. Other Business

None

10. Items for Next Agenda – January 22, 2020

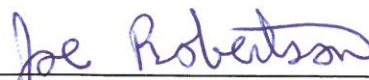
a. Barlow Garfield Neighborhood Plan – Draft Document Review/Discussion

b. 2020 Priorities – Discussion

c. Planning Staff/Planning Commission Communication - Discussion

11. Adjournment

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



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