

**CHARTER TOWNSHIP OF GARFIELD
PLANNING COMMISSION MEETING
February 14, 2018**

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

Roll Call of Commission Members:

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

Staff Present: Planning Director Rob Larrea

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

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

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

Nays: None

2. Minutes (7:02)

a. January 24, 2018 Regular Meeting Minutes

Larrea said that action on the January 24th minutes would be deferred until the next meeting.

3. Correspondence (7:02)

Letter from Kay Wilson re: Hickory Hills

4. Reports (7:02)

Township Board Report

Duell reported that the Hammond Industrial Center was approved for an Industrial Development District. A grant was approved for the purchase of security cameras in Silver Lake Park and action on the Buffalo Ridge PUD was deferred to March 13th when a Public Hearing would be held.

Planning Commissioners

None

Planners Department

None

5. Business to Come Before the Commission

a. PD 2018-18 McCardel Conceptual (7:03)

This item is an application for conceptual review of a residential use proposed for the southeast corner parcel at the intersection of Barlow and Floresta Streets, which is split zoned approximately into halves, with the western half of the parcel falling within the C-L District and the eastern half

falling within the R-3 District. The applicant proposes a concept for the development and construction of eight (8) 1 bedroom, 1 bath apartment homes with 8 associated detached garages and 16 parking spaces. The design would entail 4 sets of two 650 square foot stacked units in the 8 unit building. The site would be accessed from Floresta Street. Shawn McCardel of Traverse City said that the parcel does not include the commercial strip on Barlow Street. They would like to develop eight units with detached garages for lease and market them to single individuals. Units would be 650 square feet with luxury floors and countertops. All setbacks are in order and will comply with the ordinance. Commissioners agreed that the use fits in with the area and the other uses in the area. The applicant was advised to get the completed application for a Special Use Permit to the Planning Department to move forward.

b. PD 2018-19 Hickory Hills SUP Public Hearing (7:10)

This application requests approval of a Special Use Permit (SUP) to begin implementation of the Master Plan for the Hickory Hills Ski Park and Recreation Area. Hickory Hills is located in Garfield Township and is owned by the city of Traverse City. John Dancer with Cornerstone Architects and Tim Lodge with the Traverse City Department of Engineering said that Hickory Hills is ready to implement the Master Plan and wants to proceed with the lodge onsite. The proposed lodge is slightly smaller and there are a few less parking spaces. The proposed maintenance building is slightly larger and there are bathrooms and a first aid station proposed in the building as well.

Chair Racine opened the Public Hearing at 7:14pm and seeing no one wishing to speak, closed the Public Hearing.

Dancer and Lodge addressed letters from the public and said that in the future, boundaries would be marked to keep hikers within the Hickory Hills property.

Duell moved and Uithol seconded to direct staff to prepare Findings of Fact in support of approval of application SUP 2017-04 for consideration at the March 14, 2018 Regular Meeting of the Planning Commission.

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

c. PD 2018-20 Ridges 45 SUP Pubic Hearing (7:22)

The application requests a major amendment to a Special Use Permit (SUP) approval granted in 2015 to expand the Ridge 45 Apartment project on LaFranier Road. This application affects two parcels south of the approved third phase of Ridge 45. The proposed development area consists of 7.9 acres on the western side of the site. Mark Oppenhuisen, architect, explained the development and said there would be 96 units added. The landscaping issues have been addressed.

Chair Racine opened the Public Hearing at 7:26 p.m. Seeing no one wishing to speak, the Public Hearing was closed. Commissioners asked questions pertaining to a planned storage area.

Uithol moved and Robertson seconded that the Findings of Fact for application SUP-2015-01-C, as presented in Planning Department Report 2018-20 BE ADOPTED.

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

Uithol moved and Duell seconded that Application SUP 2015-01-C to request a Major Amendment to SUP-2015-01 BE APPROVED, subject to the following conditions:

1. *Final engineering review and approval by the Township Engineer including all infrastructure, stormwater, and FAA, if necessary.*
2. *All final reviews from agencies with jurisdiction shall be provided prior to any land use permits being issued.*
3. *The applicant shall work with Staff to identify an appropriate means to provide future cross-access between the subject property and the future development sites to the south, as well as to ensure public access to the pedestrian pathway to be constructed along LaFranier Road.*
4. *The applicant shall provide two (2) full-size plan sets, one (1) 11x17" plan set, and one electronic copy of the full application (in PDF format) with all updates as required by the conditions of this approval and indicating compliance with all provisions of the Zoning Ordinance.*
5. *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.*

d. PD 2018-21 – Fox Run PURD Findings of Fact (7:32)

Larrea said this application has been ongoing since September. The property is currently zoned R-3 Multi-Family Residential and allows apartments by a Special Use Permit. The property is about 8 acres located on Garfield Road. The project will be clustered in the front of the property and considering the buildable portion of the site, a PURD has been requested to trade greater density in exchange for amenities. Clous has proposed two tot lots, a dog park, a natural park area, walking trails, and low impact stormwater plans.

Duell moved and Robertson seconded that the Findings of Fact for application PURD 2017-10, as presented in Planning Department Report

2018-21, BE ADOPTED.

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

Nays: None

Duell moved and Robertson seconded that application PURD 2017-10 BE PREIMINARILY APPROVED, subject to the following conditions:

1. That an updated site plan be submitted with the note "Asphalt Path" in reference to the path along Garfield Road removed, as Section 522 of the Zoning Ordinance requires a 6' wide concrete sidewalk.
2. The property owner shall be responsible for ALL maintenance of the path along Garfield Road, including upkeep and snow and ice removal.
3. Parking spaces shall be painted with numbering as assigned to units so that each unit has at least one designated parking space; this must be reflected in an updated submittal and no certificate of occupancy shall be issued until this condition is met.
4. No assigned parking spaces shall be used for snow storage.
5. A natural trail is required of no less than 1,294 linear feet throughout the open space which used MDEQ best management practices where pertinent.
6. The developer shall construct, install, and operate the project in accordance with approvals received from the Township and all governmental entities with applicable jurisdiction. In constructing and operating the project, the developer shall comply with all state and local laws, ordinances and regulations as well as the conditions of this approval and the Township's Zoning Ordinance.
7. The developer will design, develop, construct, and operate the project in accordance with any and all approvals and conditions of approval received from the Township and/or its various bodies, officers, departments, and commissions including, without limitation, any approved supplementary final plans approved pursuant to the Township's Zoning Ordinance as well as the terms of these conditions. No variances from the Zoning Board of Appeals may be sought for any approved PURD plan or conditions imposed in the approval granted by the Township.
8. If the project is to be partitioned as a condominium the developer shall comply with the requirements of Act 59 of 1978, known as the Michigan Condominium Act. Further, the developer shall comply with applicable Township requirements, and shall provide the Township with copies of adopted bylaws and master deed which affects the rights and obligations of a co-owner in the condominium.
9. Dedicated open spaces shall be maintained as shown on sheet C-1 (last updated 02/02/2018) and labeled on the site plan as "Open Space." The PURD plan indicates that 3.77 acres of the site will be dedicated and remain open space.
10. The developer shall submit materials to MDOT Traverse City TSC sufficient enough for it to make a determination on any future traffic

- impact studies and/or improvements associated with the Fox Run development. Documentation of the submittal to MDOT Traverse City TSC and MDOT's response regarding the results of its review shall be provided to the township as part of the applicable site plan review.*
11. *The developer shall apply for and obtain the approval from the Township Engineer, and any other required entity relative to the construction of the stormwater and drainage systems. The developer will include, where reasonably possible, low impact development stormwater applications within the development.*
 12. *Public electricity, telephone, gas, water and sanitary sewer service ("Public Utilities") shall be provided by the developer to all lots in the Project. Public Utilities shall be installed and maintained underground as required by the Township. Prior to the issuing of any foundation or building permits for the project, the developer shall provide all public easements reasonably necessary, in such locations approved in advance by the relevant utility service provider and the Township. All reasonably necessary easements for water and sanitary sewer service shall be granted to the Township and/or Grand Traverse County. Thereafter, and before issuing any building permits for any phase of the project, final construction drawings for that phase of the project shall be submitted for the review and approval of the Township Engineer and the Township Planning Department.*
 13. *Landscaping shall be incorporated and installed by the developer on the property in accordance with a landscaping plan as provided for on sheet C-5 (dated 08/11/2017):*
 - (a) Prior to issuance of building permits for any phase of the project, all landscaping as identified on the landscaping plan shall be installed by the developer, or adequate financial surety as approved by the Township shall be provided to the Township for those landscaping items not installed. Installation of the landscaping shall constitute a condition of approval of each phase final plan.*
 - (b) The developer and/or association is responsible for maintaining all Commons Areas and landscape areas within the development, which maintenance shall include, but is not limited to: mowing of all turf areas, trimming trees and shrubs, watering all landscaped areas, and promptly removing and replanting all diseased or dead plants in such areas, as well as appropriate maintenance of all park amenities.*
 - (c) The developer and/or association shall maintain all walkways, non-motorized paths, and sidewalks constructed on the property.*
 14. *Sidewalks and/or non-motorized paths (in accordance with Township ordinance) shall be provided.*
 15. *The developer shall file any monetary security (in a form, amount,*

and language as approved by the township) with the Township as required by the Township’s Zoning Ordinance or pursuant to the PURD approval.

- 16. *The developer shall pay any and all applicable building permit, zoning, and other fees to the Township. All fees determined by the Township must be paid in full prior to the issuance of a Land Use Permit.*
- 17. *The applicant shall provide two (2) full sized plan sets, one (1) 11x17” plan set, and one electronic copy of the full application (in PDF format) with all updates as required by the conditions of this approval and indicating compliance with all provisions of the Zoning Ordinance.*
- 18. *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.*

e. PD 2018-22 Brickway/Church of Christ Map Amendment Public Hearing (7:38)

The request is to rezone about 12 acres of land from the R-1 One-Family Residential to the R-3 Multi-Family Residential District, without restriction. The request includes Brickways (3.6 acres) and Church of Christ (8.4 acres) The applicants feel that the rezoning request complies with the Master Plan.

Chair Racine opened the Public Hearing at 7:40 p.m.

Gib Mosher owns a parcel on Cass next to the Holiday Gas station. He shared concerns with any development near the hillside.

Racine closed the Public Hearing at 7:44 p.m.

Setbacks were discussed because of the R-1 homes that already exist in that area.

DeGood moved and Duell seconded to direct Staff to prepare Findings of Fact in support of approval for consideration at the March 14, 2018 Regular Meeting of the Planning Commission.

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

f. PD 2018-23 Pine Grove Homes – Mobile Home Sales – SUP Public Hearing (7:50)

The property is essentially a vacant site with a large asphalt pad running through its center. The area is 3.2 acres in area, is located at 4030

Meadow Lane and is zoned C-G General Commercial District. Applicant Rick Newman is seeking approval for modular/manufactured home sales and mobile home sales uses on the site. Planner Larrea mentioned that a landscaping buffer would need to be placed on the site.

Racine opened the Public Hearing at 7:52pm and seeing no one wishing to speak, closed the Public Hearing.

Larrea stated that he is working with Bill Crain, of Crain Architects to clarify a few items on the plan, such as lighting, sewer, and landscaping. The applicant has determined that he will install a septic system on the property. Larrea also noted that snow storage was also an issue. Larrea will continue to work with the applicant to solve the issues.

DeGood moved and Cline seconded to direct Staff to continue to work with the applicant to address any outstanding concerns AND/OR to prepare Findings of Fact in support of a decision for the March 14, 2018 Regular Meeting of the Planning Commission.

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

7. Public Comment (8:02)

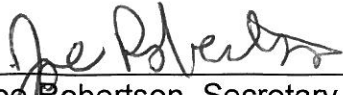
Gary Waldey is back on the Living Hope church issue from December. They are putting together a packet to tell other neighboring homeowners their plans for the rezoning of the property to determine if there is positive feedback. He asked for insight on the Master Plan process and asked commissioners to consider the rezoning of that particular corridor.

8. Items For Next Agenda – February 28, 2018 (8:09)

- a. Annual Report
- b. By-Laws
- c. Master Plan – Next Step
- d. Planned Shopping Center Amendment – Intro
- e. Access Drive Amendment - Intro

9. Adjournment

Cline moved and Duell seconded to adjourn the meeting at 8:13pm.



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