

CHARTER TOWNSHIP OF GARFIELD
TOWNSHIP BOARD
&
PLANNING COMMISSION
JOINT STUDY SESSION MEETING

Wednesday, February 27, 6:00 pm
Garfield Township Hall
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

A G E N D A

Call Meeting to Order

Roll Call of Township Board Members

Roll Call of Commission Members

1. Review and Approval of the Agenda - Conflict of Interest
2. Minutes
 - a. February 13, 2019
3. Business to Come Before the Commission
 - a. Staff Presentation
 - b. Issues
 - i. East-West Corridor Transportation Study
 - ii. Noise Control
 - iii. Wineries/Breweries/Distilleries/Cideries
 - iv. Recreational Marijuana
 - c. Opportunities
 - i. Community Vision
 - ii. Economic Development
 - iii. Capital Planning and Budgeting
4. Public Comment
5. Adjournment

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 Garfield 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

**CHARTER TOWNSHIP OF GARFIELD
PLANNING COMMISSION MEETING
February 13, 2019**

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

Roll Call of Commission Members:

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

Absent and Excused: Joe McManus

Staff Present: Planner John Sych and Deputy Planner Erik Perdonik

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

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

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

Nays: None

2. Minutes (7:01)

a. January 23, 2018

Cline moved and Robertson seconded to adopt the minutes of January 23, 2019 as presented.

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

Nays: None

3. Correspondence (7:02)

- a. Long Lake Township - Proposed Master Plan Amendment
- b. Letter from The Watershed Center regarding Fox Run
- c. Email related to Fox Run

4. Reports (7:03)

Township Board Report

Duell reported that the Ordinance 68 pertaining to accesses on major roads has been passed by the board and that they discussed Metro.

Planning Commissioners

None

Staff Report

Sych reported that a community open house would be held on Monday, February 18th from 5-8pm at East Middle School for the public to view some solutions to the East/West transportation study. The joint meeting with the township board will be held on February 27th at 6:00pm.

5. Business to Come Before the Commission**a. PD Report 2019-11 Harris Hills – Conceptual Review (7:10)**

This application proposes a 33 lot site condominium on a 20 acre property at the southwest intersection of Harris Road and Lone Tree Road. The applicant says that single family homes would be constructed on the site. The property is currently vacant and adjoins the Lone Tree Site Condominium to the west, Lone Tree Road to the north vacant land to the east and Brookside Commons to the south. The property is zoned A-Agricultural. With a proposed density of 1.66 units per acre, the property would have to be rezoned to R-2 One and Two family Residential or a PURD approval would need to be sought. Deputy Planner Erik Perdonik introduced the project to commissioners. Jesse Mitchell, spoke on behalf of the applicant and said that an easement is being discussed with the road commission for the future extension of Zimmerman Road. Mitchell added that lots will be hooked into water and sewer. Commissioners looked at density versus amenities and discussed that the R-2 zoning district allows for the planned density according to the master plan. The applicant is seeking a rezoning to R-2 and commissioners would like some feedback from the Road Commission.

b. PD Report 2019-12 Living Hope Church – Conceptual Review (7:32)

The applicant proposes a 14,460 square foot addition to an existing 7,296 square foot church with an associated 126 space parking area located on a 3.2 acre property at 3050 South Airport Road on the northwest corner of Day Drive and South Airport Road. The property is zoned R-1 One-Family Residential. Churches are considered Institutional uses and these uses are permitted in the R-1 zoning district via a Special Use Permit. Planner John Sych introduced the project to commissioners and said that setbacks are required 40 feet from the right of way and 30 feet from any residential areas. The proposed addition does meet setback requirements however the drive through drop off area still encroaches into the 40 foot setback area. Steven Richardson with Peninsula Construction reviewed the plans with Commissioners. Vehicular circulation was discussed and commissioners expressed concerns with any left turning traffic onto South Airport Road. Richardson and Waldie said that signs indicating right turn only could be placed on the drive. Parking was discussed and the two proposed accesses from Day Drive were discussed. Commissioners offered ideas on parking.

c. PD 2019-13 Fox Run – Findings of Fact (7:56)

The applicant is proposing 84 two-bedroom apartment units on approximately 4.27 acres of land via a Planned Unit Residential Development with onsite amenities such as three playgrounds, a dog park, and a walking trail. The roughly 3.77 acres of wetlands will remain as open space. Sych reviewed the proposed development with commissioners and said that the proposed Findings of Fact are now in

front of commissioners. Commissioners expressed concerns with amenities located in wetland areas, however the applicant has secured a permit to place those in the wetlands. Sych indicated that the findings were reviewed by township legal counsel. Racine proposed that amenities be relocated to uplands. Commissioners discussed the wetland issue at length and wondered what could be done since preliminary approval was already given. Travis Clous, developer, spoke and said that the dotted line known as the wetland delineation, was carried forth from previous developers. Commissioners discussed the findings of fact and added a condition regarding the location of amenities. Chair Racine recessed the meeting at 9:02pm to allow staff to amend the Findings of Fact to add language for the relocation of the amenities. The meeting was reconvened at 9:22pm. Staff reviewed the modified Findings of Fact with Commissioners.

Robertson moved and Duell seconded THAT the Findings of Fact for application PURD 2017-01, as presented in Planning Department Report 2019-13, and as amended, BE ADOPTED.

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

Robertson moved and Cline seconded THAT application PURD 2017-01, BE APPROVED, subject to the following conditions (1-13) as amended.

- 1) 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.*
- 2) 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.*
- 3) 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.*
- 4) Dedicated open spaces shall be maintained as shown on sheet C-5 of the plan set revised January 9, 2019. The PURD plan indicates that 3.77 acres of the site will be preserved as open space.*
- 5) Landscaping shall be incorporates and installed by the developer on the property in accordance with a landscaping plan as provided for on sheet C-5 (received 01-10-2019):*

- (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 take place prior to the issuance of a Certificate of Occupancy.*
- (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 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/recreational facilities.*
- (c) *The developer and/or association shall maintain all walkways, non-motorized paths, and sidewalks constructed on the property.*
- 6) *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.*
- 7) *The proposed two (2) tot lots dog park, park area, walking path, and any and all features proposed as a part of or within them, as indicated on Sheet C-5 of the plan set revised on January 9, 2019 shall be installed prior to the issuance of a Certificate of Occupancy.*
- 8) *All pedestrian pathways shown on Sheet C-5 of the plan set revised January 9, 2019 shall be installed prior to the issuance of a Certificate of Occupancy.*
- 9) *Parking spaces shall be painted with numbering assigning the spaces to units so that each unit has at least one assigned parking space; this shall occur prior the the issuance of a Certificate of Occupancy.*
- 10) *No assigned parking spaces shall be used for snow storage.*
- 11) *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.*
- 12) *The applicant shall record promptly the 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.*
- 13) *Prior to a land use permit being issued, the amenities exclusive of the DEQ permitted walking path and boardwalk shall be located in an upland area as determined by DEQ.*

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

Nays: None

6. Public Comment (9:43)

Heather Smith of the Watershed Center thanked commissioners for their action this evening on the Fox Run project.

7. **Items For Next Agenda – February 27, 2019 (9:46)**
 - a. Special Joint Meeting with the Township Board 9:48pm

8. **Adjournment**

Cline moved to adjourn the meeting at 9:50pm.

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



Charter Township of Garfield Planning Department Report No. 2019-17

| | | | |
|-----------|--|--------------|--------------------------|
| Prepared: | February 20, 2019 | Pages: | 2 |
| Meeting: | February 27, 2019 Township Board and Planning Commission | Attachments: | <input type="checkbox"/> |
| Subject: | Township Issues and Opportunities | | |

PURPOSE:

In light of the recent adoption of the Master Plan, a discussion would be helpful amongst Township leaders and planners on any next steps. The purpose of this joint meeting is to clarify the priorities and position of the Township Board and the focus needed to be taken by the Planning Commission.

MEETING FORMAT

For this meeting, John Sych, Planning Director, will function as a moderator for the discussion. A very brief presentation of each item will be at the start of each discussion to give proper context. Each discussion will identify any action steps, if necessary.

ISSUES AND OPPORTUNITIES:

An informal survey of members of the Township Board and Planning Commission identified the following issues and opportunities. In addition, staff provided input. In order to keep the agenda concise and to allow sufficient time for each item, not all items were included. Additional discussion items will be permitted if time allows, however we will be adhering to a two-hour meeting time limit as much as possible.

Issues. An issue is an important topic or problem for debate or discussion.

- East/West Transportation Study
 - Update on the study and preliminary consideration of any response or action
- Noise Control
 - Coordination of noise regulation of uses between Zoning Ordinance and Noise Control Ordinance
- Wineries/Breweries/Distilleries/Cideries
 - Consideration of establishing regulations to permit these uses
- Recreational Marijuana (Michigan Regulation and Taxation of Marijuana Act)
 - Consideration of opt out resolution

Opportunities. An opportunity is a good prospect for advancement or a situation favorable for attainment of a goal.

- Community Vision
 - Contemplate developing a strategic plan along with mission, vision and value statements which clearly define the direction desired by the Township
- Economic Development
 - Discuss developing a redevelopment plan for the east side of the Township with a focus on redevelopment of Cherryland Center and neighboring corridors

Joint Meeting of Township Board and Planning Commission

- Application and promotion of the Opportunity Zone to attract new economic investment into the Township
- Consideration of application to the Redevelopment Ready Communities (RRC) program
- Branding and marketing of the Township as a great place to invest in and live in
- Capital Planning and Budgeting
 - Consideration of process to make smart investments and improvements in Township infrastructure and operations

FOLLOW-UP

Following this meeting, staff will prepare a brief summary report to assist both the Township Board and the Planning Commission in carrying out any activities as a result of this discussion.