

**CHARTER TOWNSHIP OF GARFIELD
PLANNING COMMISSION MEETING
February 28, 2018**

Call Meeting to Order: Vice Chair McManus called the meeting to order at 7:00 p.m. 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, and Gil Uithol

Absent and Excused: John Racine

Staff Present: Planning Director Rob Larrea

1. Review and Approval of the Agenda – Conflict of Interest (7:00)

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

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

Nays: None

2. Minutes (7:00)

a. January 24, 2018 Regular Meeting Minutes

Uithol moved and Cline seconded to approve the minutes of the January 24, 2018 Regular Meeting.

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

Nays: None

b. February 14, 2018 Regular Meeting Minutes

Uithol moved and DeGood seconded to approve the minutes of the February 14, 2018 Regular Meeting.

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

Nays: None

3. Correspondence (7:02)

Commissioners received copies of Planning and Zoning News

4. Reports (7:02)

Township Board Report

Duell had no report.

Planning Commissioners

None

Planners Department

Larrea said that he prepared a resolution to waive the county's right of review of township Zoning Ordinance amendments and the resolution was approved.

5. Business to Come Before the Commission

a. Annual Report (7:05)

Larrea has prepared the Annual Planning Report pursuant to the requirements set forth in Section 19(2) of the Michigan Planning Enabling Act.

Robertson moved and Cline seconded THAT the 2017 Planning Commission Annual Report, as contained in PD Report No. 2018-16 BE ACCEPTED and forwarded to the Garfield Township Board as required by Section 19(2) of the Michigan Planning Enabling Act.

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

b. Hickory Hills SUP Findings of Fact (7:08)

This application is requesting approval of a Special Use Permit (SUP) to begin implementation of the Master Plan for the Hickory Hills Ski Park and Recreation area. This is the last step to the SUP process. Hickory Hills is located in Garfield Township and is owned by the city of Traverse City. At the February 14th Planning Commission meeting, the Planning Commission requested staff to prepare Findings of Fact in favor of the proposed SUP. Commissioners asked questions regarding engineering and pedestrian circulation.

DeGood moved and Robertson seconded a MOTION THAT the Findings of Fact for application SUP-2017-04, as presented in Planning Department Report 2018-30, BE ADOPTED.

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

DeGood moved and Uithol seconded THAT Application SUP-2017-04 requesting to implement the adopted Hickory Hills Master Plan BE APPROVED, subject to the following conditions:

- 1. Final engineering review and approval by the Township Engineer including all infrastructure and stormwater.*
- 2. All final reviews from agencies with jurisdiction shall be provided prior to any land use permits being issued.*
- 3. All pedestrian circulation shall be constructed prior to receiving a Certificate of Occupancy.*
- 4. The applicant shall provide two (2) full-size plan sets, one (1) 11" x 17" 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.*

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

Nays: None

c. Master Plan – Next Step (7:13)

Larrea said that the Master Plan was completed in October and the Planning Commission made the choice to wait until spring to hold Public Hearings. He added that there is a 63 day period for other municipalities to comment on the Master Plan and asked that the process for the 63 day period begin at this time. Commissioners decided to wait until next month to begin the 63 day process. Commissioners had questions pertaining to the proposed zoning in the Master Plan and the maps of zoning as it is right now. Commissioners discussed some parcels in depth and Larrea reminded them that the new Master Plan was indicative of *future* land use, not land use as was the reality right now. Commissioners wanted to have another look at some parts of the proposed Master Plan to determine if the proposed zoning was intended. Staff will bring back new maps with a clearer color scheme for the next meeting.

d. Planned Shopping Center Amendment – Intro (7:55)

Commissioners were presented with a rough draft for the Planned Shopping Center amendment to Section 322-C-P. This section would replace the old section in its entirety. The proposed amendment would bring new uses to the district to help make it a “destination” and also allows for transition uses within mall areas. All uses would be permitted by right. The proposed setbacks are still being reviewed. Larrea said that buffer zones may need more detail and may be dependent on the neighboring use. Commissioners discussed drive-through’s in the district. Staff will continue to tweak the draft ordinance. Commissioners discussed the proposed U-Haul development and its compatibility with the proposed C-P amendment.

e. Access Drive Amendment – Intro (8:25)

Commissioners were given a first draft of an amended version of Section 512 – Service Drives. Currently, there is one entrance in most instances which could cause traffic issues. Entering and exiting traffic needs to be disbursed so as to not cause jams and additional curb cuts for these properties may be needed. Questions about phased construction and when such developments should be required to place a service drive were discussed. Larrea discussed primary roads versus identified roads.

Commissioners agreed to keep the wording on the draft, but to continue discussion of phased construction projects and look at primary roads vs. named roads.

f. Administrative Reviews (8:40)

**Life Story Funeral Home
Beers Dentistry Building Addition**

Larrea reviewed the report for the Administrative Site Plan Reviews for Life Story Funeral Home and Beers Dentistry so that commissioners could see the informative paper trail for these projects.

g. By-Laws (8:48)

Larrea said that by-laws are attached to remind commissioners about what their duties are as Planning Commissioners. It is informational in nature but if there are questions, commissioners can bring them up. Commissioners reviewed the by-laws.

7. Public Comment (8:54)

Ken Patterson representing U-Haul and Schostak addressed commissioners regarding the proposed Planned Shopping Center amendment and encouraged them to add the use which would allow them to locate in the district.

Carey Waldey, Pastor of Living Hope Church, asked about his application timing in light of his plan to rezone the church property. He wanted to time the application so that it would have the best chance of approval and said that the R-2 District allows for churches, but not the R-1 district.

8. Items For Next Agenda – March 14, 2018 (9:12)

DeGood commented on the proposed Planned Shopping Center amendment and shared concerns with the proposed U-Haul use.

9. Adjournment

Duell moved and DeGood seconded to adjourn the meeting at 9:21 p.m.



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