

**CHARTER TOWNSHIP OF GARFIELD
PARKS AND RECREATION COMMISSION SPECIAL MEETING**

March 4, 2019 @ 6:00 P.M.

Garfield Township Hall Large Meeting Room
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

A G E N D A

Any interested person or group may address the Commission on any agenda item when recognized by the presiding officer or upon request of any Commissioner. Also, any interested person or group may address the agenda item designated Public Comment. The comment of any member of the public or any special interest group may be limited in time. Such limitation shall not be less than two minutes unless otherwise approved by the Commission.

Call Meeting to Order

Roll Call of Commission Members

1. Review and Approval of the Agenda - Conflicts of Interest
2. Review and Approval of Meeting Minutes January 7, 2019
3. Correspondence – Grand Traverse Conservation District 2018 Annual Update
4. Reports
 - a. Commissioner Reports
 - b. Staff Report
5. Business to Come Before the Commission
 - a. PD 2019-19 First Amendment to 2018 5-Yr Parks and Recreation Master Plan—Review
 - b. Deed Restriction on Trail Uses at the Commons Natural Area—Verbal—Preliminary Discussion
 - c. Potential Policy for Pickleball Courts at the Boardman Valley Nature Preserve—Verbal—Preliminary Discussion
6. Public Comment
7. Items for Next Agenda
 - a. To Be Determined
8. Adjourn

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 #922-4412.

**CHARTER TOWNSHIP OF GARFIELD
PARKS and RECREATION COMMISSION
January 7, 2019**

Roll Call of Commission Members:

Present: Fern Spence, James Guilmet, Chris DeGood, Chris Remy & Bill Scott

Absent and Excused: Denise Schmuckal, Valarie Handy

Staff Present: Erik Perdonik, John Sych

1. **Call to Order:** Vice-Chair DeGood called the meeting to order at 6:02pm.

2. **Review and Approval of the Agenda – Conflicts of Interest**
Add Hickory Hills Request as 6.A. under Business to Come Before the Commission

Remy moved and Spence seconded to approve the agenda as amended.

Yeas: Remy, Spence, Guilmet, DeGood & Scott
Nays: None

3. **Review and Approval of Meeting Minutes November 5, 2018**
Spence moved and Remy seconded to adopt the minutes of November 5, 2018 as presented.

Yeas: Remy, Spence, Guilmet, DeGood & Scott
Nays: None

4. **Correspondence – Conservation District Report**
Tom Vitale of GTCD made a report. Trails are being groomed at Silver Lake Park. There has been good feedback on this effort. Discussed graffiti on trees at the Commons. Work is being done on trail signage at the Commons. West Middle School students will be looking to do a project at Kids Creek Park this year.

5. **Reports**
 - a. **Commissioner Reports**
None

 - b. **Staff Report**
None

Introduction of Bill Scott as new Parks and Recreation Commissioner and John Sych as new Planning Director.

6. **Business to Come Before the Commission**
 - a. **Hickory Hills Request**

Mac McClelland of Preserve Hickory presented a request for Township contribution to the Master Plan to make Hickory Hills more sustainable. The effort is to expand Hickory Hills to make it a four season family. This is a last-in request to Garfield.

Fern Spence questioned about a buffer between Hickory Hills and Hickory Meadows. Tom Vitale said there has been ongoing collaboration between them both to protect Hickory Meadows from the developed areas of Hickory Hills. There may be minimal funds in the Joint Recreation Authority for the buffer in its annual budget. There was question whether the trees are necessary for the parking lot area. Site plan approval requires tree plantings in the parking lot. Bill Scott questioned what the source would be for the request should it be approved. Staff replied that the 2019 budget for Parks and Recreation has already been approved and is roughly \$200,000.

Remy moved and Spence seconded to recommend that to the Township Board consideration of the Hickory Hills request..

Yeas: Remy, Spence, Guilmet, DeGood & Scott

Nays: None

b. PD 2018-124 2018 Annual Report

Erik Perdonik provided an overview of the Annual Report. He noted that the recent grant application to the MDNR Trust Fund was denied. Scoring for the application did not hit high enough. DeGood agreed that it will most likely not score high enough again and that we should look at what the Township can fund for the park property. Then in future applications there may be improved scoring for the property. Other locations should also be considered.

Remy moved and Scott moved that PD Report 2018-124 2018 Annual Report be received and filed.

Yeas: Remy, Spence, Guilmet, DeGood & Scott

Nays: None

c. PD 2018-125 PRC Priorities and Amending the 2018-2023 Parks Plan.

Review by Erik Perdonik of the process to amend the Parks and Recreation Master Plan. Approval process would be the same as when the Plan was adopted. Consideration tonight is to get the amendment process started. There was discussion regarding the map of various property locations.

Spence moved and Remy seconded to RECOMMEND THAT the Charter Township of Garfield 2018-2023 Parks and Recreation Master Plan BE AMENDED in accordance with DNR procedure to include the five new potential acquisition properties discussed by this Commission at their October 2018 Regular Meeting.

Yeas: Remy, Spence, Guilmet, DeGood & Scott
Nays: None

d. Certificate of Appreciation

Remy moved and Spence seconded to present Dale Majerczyk with a Certificate of Appreciation for his service to the Parks and Recreation Commission.

Yeas: Remy, Spence, Guilmet, DeGood & Scott
Nays: None

e. Election of Officers

The following slate of officers was proposed: Handy, Chair; DeGood, Vice-Chair; and Remy, Secretary.

Spence moved and Guilmet seconded to appoint the slate of Officers as presented.

Yeas: Remy, Spence, Guilmet, DeGood & Scott
Nays: None

7. Public Comment

None

8. Items for Next Agenda

Next meeting will be held April 8, 2019

9. Adjournment

DeGood moved to adjourn the meeting at 6:59 pm.

Chris Remy, Secretary
Garfield Township Parks & Recreation
Commission
3848 Veterans Drive
Traverse4 City, MI 49684



Grand Traverse Conservation District Land Management Services for Garfield Charter Township 2018 Annual Update



Kid's Creek Park – West Middle School – Project Greenagers



Introduction:

The Grand District Conservation District has assisted Garfield Township with the management of Townships parklands for over 20 years. This relationship was formalized through a Resource Management Services Agreement starting in January of 2002. Since then, a three-year agreement has been subsequently re-approved, lastly in January of 2017. The contract will need to be renewed once again for 2020.

The Conservation District through its Parklands program provides technical and management services for the Township at the Grand Traverse Commons Natural Area, Kids Creek Park, Miller Creek Nature Reserve (MCNR), Silver Lake Recreation Area (SLRA), Boardman Valley Nature Preserve (BVNP), and the new River East Recreation Area (RERA).

Professional management of these areas is imperative for the safety and welfare of users while ensuring protection of the natural environment. This report details some of the District's work-related activities at these parklands throughout 2018.

GT Commons Natural Area

The GT Commons property is a heavily used park managed for multiple user groups including hikers, bikers, and skiers. Educational stewardship opportunities are abundant with neighboring schools that use the grounds as an 'outdoor classroom'. With the addition of the 'State 40' parcel now under Garfield Township ownership, a greater emphasis is needed on the development of a cohesive user-friendly sustainable trail plan. Resolving current deed language inconsistencies between parcels of the Natural Area property is an important step in that planning process.

The hilly terrain of the park has made it especially popular with mountain bikers. In many instances, unsustainable trails have been created, which lead to erosion problems and potential safety concerns. Collaborative planning with the Northern Michigan Mountain Bike Association and the Copper Ridge Riders to assess necessary closures and construction needs could help alleviate further rogue trail development and promote sustainability.

Work completed:

- Performed routine maintenance and monitoring to pick-up litter, mow along trails, remove downed trees, and refill dog waste dispensers at trailheads.
- Installed a retaining wall at bridge entry along Cedar Cathedral Trail to stabilize trail tread and reduce eroded sediment input into adjacent tributary of Kid's Creek.
- Replaced broken vehicle barrier bollards at bridge entry to the Garfield Trail adjacent to the Greenspire School.
- Replaced boot brush station sign at the Long Lake Trailhead.
- Repaired or removed aging timber fencing at trailheads and along trails as necessary.



- Attended GT Commons deed discussions with state and local officials, TART representatives, and neighboring property owners to determine next steps to facilitate management and planning efforts on the property.
- Extended boardwalk along Cedar Cathedral Trail to minimize impact on soft organic soils.
- Repaired aging stair infrastructure in vicinity of the Water Tower Trailhead.
- Re-posted interim trail intersect maps at formalized trail junctions to facilitate navigation.
- Installed 'Report Parkland Concerns' signs at trailheads with generic email contact... trails@gtcd.org.
- Designed and posted "Attn: Dog Guardians" informational signs at trailheads to remind pet owners of the MI state ordinance leash law and to clean-up dog waste.
- Removed illegal dumping of yard waste from the Long Lake Rd Trailhead.
- Continued to address re-occurring vandalism at the Commons Natural Area. Further deterrence may include installation of cameras.
- Covered-up graffiti at locations outside the proximity of the cistern and 'hippy tree'.
- Invasive Species Control
 - Controlled highly invasive garlic mustard at known locations throughout the park.
 - Coordinated NW MI Invasive Species Network (ISN) in the early detection control of invasive callery pear at top of Copper Ridge. Costs associated were covered by ISN.
 - Continued invasive wood shrub treatment is planned for 2019
- Addressed various high erosion sites throughout the trail system. Solutions included:
 - Added aggregate to solidify tread
 - Installed berms and water-bars to deflect and diminish surface run-off
 - Created water dips to divert drainage off trail
- Stewardship outreach
 - Facilitated a trail steward program in which volunteers monitor trails on a regular basis.
 - Collaborated with Greenspire Montessori in stewardship activities to plant native seedlings along Kid's Creek tributaries and eroded hill sides in vicinity of the school.
 - Connected with Matt Miller, Executive Director of the Human Nature School, to promote stewardship activities and address park concerns at the Commons.
 - Conducted a spring volunteer 'Clean Up' work bee event to cover-up graffiti, pick-up trash, and remove abandon homeless camps.



Cedar Cathedral Boardwalk Extension



Trail stabilization



Kids Creek Park

This 17-acre park was the result of a Planned Urban Development (PUD) for construction of Great Wolf Lodge and several large box stores. Management priorities for this site include continued invasive species control, native planting efforts, infrastructure improvements, and maintenance of barrier-free trails. Now connecting to the Buffalo Ridge Trail, this network of trails also provides a critical link for the Safe Routes to School program.

Work completed:

- Performed routine maintenance such as mowing, trail pruning, re-stocking of dog bag dispensers, and downed tree removal.
- Secured timber railing and bench along boardwalk at Kid's Creek Park.
- Replaced damaged kiosk/info station frames and plexi-glass.
- Contracted Popp Excavating and acquired necessary permits to construct a 1,200' crushed gravel connector trail from Kids Creek Park to the Buffalo Ridge Trail in 2018, which was finalized in spring of 2019.
- Received \$5,000 dollars worth of match funds for the connector trail awarded through the Traverse City Track Club Endowment.
- Collaborated with TC West Middle School 8th grade students, Science Teacher, Tara Denherder, and the Grand Traverse Stewardship Initiative (GTSI) to develop and install informational signage along the Buffalo Ridge Trail and at Kids Creek Park. A grant was secured through GTSI for \$1,600 to pay signage cost.
- Sponsored an annual TC West Middle School Greenagers event at Kid's Creek Park to plant native seedlings and pull garlic mustard.
- Continued outreach with Great Wolf Lodge on the potential removal/rebuild of the dilapidated Franke Mill.
- Re-solicited bids for demolition of the old Franke mill.
- Coordinated annual fish stocking of bluegill at Oleson Pond.
- Contracted YouthWork to remove aquatic vegetation from Oleson Pond as necessary to maintain quality fishing access.
- Planted native shrubs and trees throughout the property and alongside Kids Creek.
- Coordinated continued invasive species control at the park.
 - Sprayed highly invasive phragmites with associated cost and labor provided by ISN.



Planting along Kids Creek with TC WMS students



- Conducted bio-control efforts on invasive purple loosestrife with the leaf defoliating *Galerucella* beetle.
- Contracted invasive woody shrub treatment will continue in 2019.
- Provided periodic weed treatments along all crush gravel trails to maintain ADA accessibility.



Oleson Pond is annually stocked with bluegill to provide a fishing destination in close proximity of Traverse City. Upon availability, the MI DNR also plants retired trout from state run hatcheries. State fishing regulations do apply at the pond and on Kids Creek; however, it is noted that adults should be accompanied by a child to fish the pond.

Silver Lake Park

With active recreation facilities on the eastern portion of the property and nature trails along Silver Lake and Hidden Lake, this park offers something for everyone. Management priorities include the completion of a comprehensive trail plan, installation of corresponding trail intersect navigational signage, continued invasive species control efforts, and development of a tree planting plan for the active recreation areas, including the buffer off East Silver Lake Road.

Work completed:

- Continued weekly monitoring of parking areas, trails, and dog park to refill dog waste dispensers.
- Maintained timber fencing around parking area as necessary.
- Replaced damaged info station frames and plexi-glass.
- Installed erosion control measures to stabilize trails on the Hidden Lake Loop and at entry of the residential access off Lake Street.
- Installed two timber benches at scenic locations along trails off Mud Lake and Hidden Lake.



- Contracted Komrska Tree Farm, LLC., for the purchase and installation of 12 ball and burlapp conifer trees to buffer the park from E. Silver Lake Road.
- Replaced an aging trash surround. Plan to follow suit with replacement of remaining trash surrounds in 2019.
- Cleared snow to maintain access to American Waste disposal totes as necessary during winter season.
- Switched garbage totes at dog park on a regular basis to accommodate disposal needs.
- Monitored and facilitated winter trail grooming efforts.
- Continued invasive species control efforts.
 - Treated phragmites on the north branch of Silver Lake (aka. Mud Lake).
 - Cut, removed, and treated stumps of invasive black locust adjacent to Silver Lake Rd and the fire department with Dan Walters and Youth Work.
 - Coordinated bio-control efforts on invasive purple loosestrife with the leaf defoliating *Galerucella* beetle.
 - Provided poison ivy control along trails to deter user contact.



Buffer planting at Silver Lake Rec Area

Miller Creek Nature Reserve

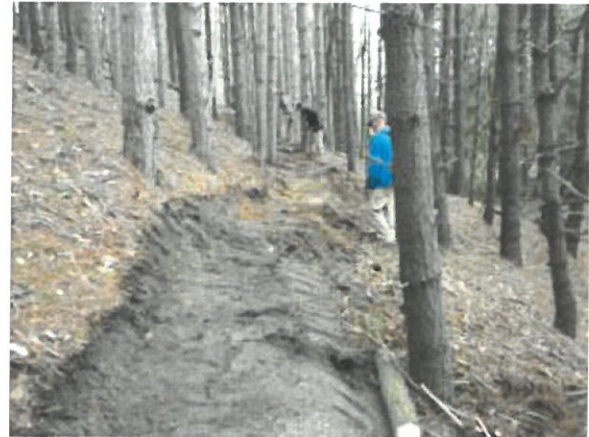
The Miller Creek property was also part of a PUD from the Grand Traverse Crossings that preserved land along the Miller Creek Corridor. The Township then added to the acreage of this parkland with the acquisition of a western adjoining parcel (Hansen parcel) in 2013. This parkland provides a unique natural oasis in the heart of a largely commercial and industrial corridor. Management priorities for the Miller Creek property include further development of the trail system to link with the Arbors Condominium complex and the Grand Traverse Natural Education Reserve through the Sabin School property in addition to ongoing maintenance on the existing 3+ miles of trails.

Work completed:

- Coordinated the 2017 construction of ~ ¼ mile stretch of boardwalk and a timber black locust viewing/fishing platform at pond down from Aldi Foods. Trail opened in 2018.
- Created and maintained new earthen trail along Arbors property to accommodate greater loop trail opportunity on the western end of the park, which also connects to the newest section of boardwalk.



- Constructed over a 1/2 mile of sustainable trail re-routes along Miller Creek to divert social trail traffic off unstable slopes and sensitive banks of Miller Creek in the 2017/18 field seasons.
- Acquired necessary permits and constructed planned reroute in the NE portion of Miller Creek Nature Reserve to avoid seasonal flooding behind Cass Road industrial buildings.
- Replaced damaged footbridge railing at Miller Creek crossing down from Aldi Foods.
- Planted over 1,400 native seedlings along Miller Creek to stabilize slopes and deter further foot traffic along sensitive banks.
- Contracted Youth Work and Wildlife and Wetland Solutions to assist with parkland improvements for habitat and recreation needs at the Reserve.
- Collaborated with local law enforcement to remove homeless camps from the property.
- Contracted invasive species control efforts for phragmites, with associated costs covered by the ISN. Invasive woody shrub treatments will continue in 2019.
- Provided poison ivy control along trails to deter user contact.
- Held an Earth Day volunteer event at Miller Creek Nature Reserve to plant seedlings, pick up trash, and spruce up trails.



Bench trail construction at Miller Creek NR

Boardman Valley Nature Preserve (BVNP)

The BVNP was acquired with MI Trust funds in 2005 in cooperation with the Oleson Foundation and the Grand Traverse Regional Land Conservancy. This 115-acre parcel is managed cohesively with Grand Traverse County's 525-acre Natural Education Reserve and provides a critical link that creates a linear park and natural corridor along the Boardman River from South Airport Road to Beitner Road. The Boardman River Trail, a multi-use trail linking Traverse City to the North Country Trail, transects the property. In 2018, a newly established trailhead, pickle ball courts, and a universally accessible boat launch were constructed with further matched funding from MI Trust Funds for development purposes.

District management involvement has focused on replacing aging infrastructure (bridges, boardwalks, viewing platforms) while providing further improvements to existing trails. 'Loop' trails established and maintained since 2017 have enabled recreational users and YMCA camps to explore the area through a network of trails than simply a single 'in and out' trail. Plans for 2019 include the installation of a raised crushed gravel path through the seasonally wet YMCA field to better connect the newly established trailhead with the trail system.



Work completed:

- Performed routine maintenance such as mowing of trails and downed tree removal.
- Replaced the timber railing on a viewing/fishing platform over the Boardman River.
- Developed and installed interim maps on posts at trail intersects depicting 'loop' trail opportunities.
- Repaired decking at footbridge over a tributary to the Boardman River.
- Collaborated with Boardman River Clean Sweep in homeless site clean-up efforts on the Verizon parcel.
- Coordinated with Bill Mouser the seasonal removal of the new ADA watercraft landing.
- Collaborated with the GT County Sherriff Department regarding homeless camps on the Verizon parcel.
- Monitored construction of the new trailhead and watercraft landing.



Railing replaced on viewing/fishing platform



Universally accessible boat launch installed

River East Recreation Area

This property was purchased with MI Trust Funds in 2014. Township planning has focused efforts on setting the stage for developed recreation improvements of the upper area while encouraging access to the Boardman River. Much of the natural area follows along the river and is wetland composed of lowland conifer with mixed hardwood providing great habitat for wildlife.

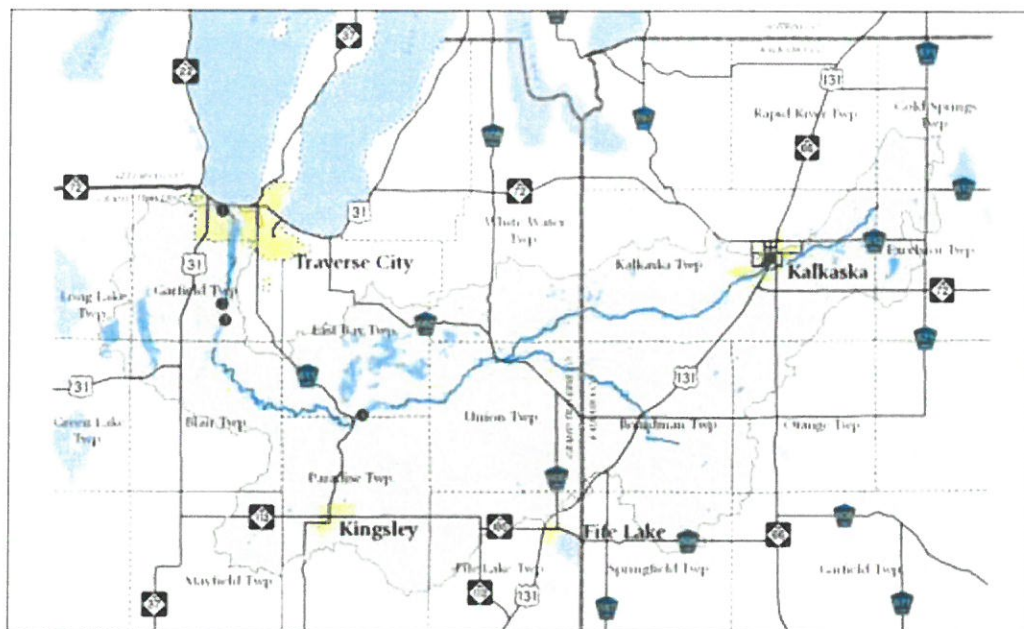
The Conservation District surveyed the property in 2016 for invasive species management purposes. Much of the efforts thus far has been on the clean-up of homeless sites in collaboration with Boardman River Clean Sweep.

Boardman River Stewardship

With increasing development and the vast majority of Garfield Township residing within the Boardman River Watershed, the Township plays a vital role in maintaining the over-all water quality of the Boardman River and its associated tributaries. The Boardman River provides approximately 1/3 of the surface-water volume to Grand Traverse Bay, there-by having direct impact on the health of the Bay.



Steve Largent, District Conservation Team Coordinator and GT County Drain Commissioner, has led the charge on many efforts to restore the over-all water quality of the Boardman River for nearly 30 years. His passion, perseverance, and leadership continue with some of the highlighted efforts from 2018 found below.



- Worked closely with Boardman River Dam Removal project partners and contractors to address questions and concerns regarding the amount of silt and sediment entering Boardman Lake. A sign explaining what people are seeing was developed and will be installed at the County's Medalie Park located in Garfield Township in the spring of 2019.
- Attended a fish passage meeting hosted by the Michigan Department of Natural Resources Fisheries Division. The meeting was called in response to concerns expressed by the Save The Boardman Brook Trout Coalition and the Adams Chapter of Trout Unlimited who feel that the passage of non-native Great Lakes fish including steelhead and salmon will displace native brook trout and resident brown trout. The MDNR stated they would agree to not pass any fish while the state of the art FishPass system that's being planned for Union Street dam was constructed and tested which is estimated for around 2025.
- Met with Senator Wayne Schmidt, Garfield Township Supervisor Chuck Korn, and others regarding how to get the railroad more involved in the replacement of the perched culvert under the railroad. GTCD staff helped arrange for a \$200,000 EQIP grant through the Grand Traverse Band to assist with the replacement.
- Assisted contractors with the removal of blockages in Miller Creek to improve flow yet doesn't impact fish habitat.
- Met with individual interested in purchasing a piece of property on Miller Creek in hopes that it could someday provide a new access off Cass Road to Miller Creek Park.
- Met with the Director of MDOT's Office of Rail and others regarding the Miller Creek railroad crossing and MDOT's participation. Received positive feedback that they will




participate in the replacement of this severely degraded crossing that also involves the Township's watermain.

- Met with a property owner along Miller Creek to discuss details regarding the purchase of the parcel with the hopes of eventually adding the parcel to the Township's Miller Creek Park. The property will also serve as an overflow for Miller Creek during flood events thereby helping to protect businesses to the north along Cass Road.
- Attended the first meeting of the Leadership Team for the proposed Boardman River Watershed Collaborative which is an effort to communicate, coordinate, and collaborate on the future management structure of the Boardman River and its watershed.
- Attended Boardman River Dams Project Implementation Team (IT) meetings.
- Attended Boardman River Dams Project Monitoring Team meetings.
- Attended a meeting with FLOW (For the Love of Water) and other partners to discuss a draft resolution regarding the protection of our Great Lakes water as a public trust.
- Prepared and submitted a Michigan Coastal Zone Management Program grant proposal to hire a consultant to prepare a Boardman River Access & Recreation Plan – Scoping Document. The Scoping Document is Phase-I of a multi-phase project that will identify key stakeholders, decision makers, design considerations, timeline, budget, funding opportunities, and other important factors for the development of a Boardman River Access & Recreation Plan in Phase-II. Phase-III is implementation of the recreation plan.
- Met with Heather Hettinger, MDNR Fisheries Biologist re: FishPass.
- Gave a talk to the Friendly Garden Club re: The Boardman Today.
- Participated in a tour of the Boardman River Watershed with the Grand Traverse Regional Land Conservancy to view/discuss priority parcels for possible land protection.
- Attended E/W Mobility Study meetings

Conclusion

In addition to day-to-day maintenance, improvement planning and implementation, the staff of the Grand Traverse Conservation District's Conservation Team works tirelessly each day to collaborate and coordinate within the community in the best interest of Garfield Township parklands and our shared natural resources. It is estimated that nearly 2,000 District staff, work crew, and volunteer hours were spent maintaining and improving Garfield Township parklands over the past year.

We thank Garfield Township for their continued support in protecting habitat, conserving natural resources, and providing recreational opportunities for the betterment of the community. With this support the Conservation District can more fully achieve its mission in "inspiring exploration, appreciation, and conservation of our natural world". We look forward to continuing cooperative Land Management Services with Garfield Township in the years ahead!

		Charter Township of Garfield	
		Planning Department Report No. 2019-19	
Prepared:	February 27, 2019	Pages:	Page 1 of 1
Meeting:	March 4, 2019 PRC	Attachments:	<input checked="" type="checkbox"/>
Subject:	First Amendment to 2018 5-Yr Parks and Recreation Master Plan—Review		

STAFF COMMENT:

At their January 7, 2019 Regular Meeting, the Parks and Recreation Commission passed a motion directing Staff to prepare a draft amendment to the Township’s DNR-approved 2018-2023 Five-Year Parks and Recreation Master Plan that revises the Township’s acquisition plan to be more consistent with current priorities. Staff has completed the draft amendment for Commissioner review and potential approval tonight prior to moving on to the next steps in the DNR-required amendment process.

The next steps in the process are to make the draft amendment available for public review for 30-days and to schedule a public hearing on the draft amendment to occur immediately following the expiration of the 30-day review period. Please see the attached DNR checklist for an outline of the adoption process.

ACTION REQUESTED:

If the Commission is satisfied with the draft amendment as presented tonight, the next steps are to make the amendment available for public review and to schedule a public hearing on the amendment to immediately follow the expiration of the public review period, suggested motions for which are as follows:

To make the draft amendment available for public review:

MOTION TO direct Staff to make the draft First Amendment to the Charter Township of Garfield 2018-2023 Five-Year Parks and Recreation Master Plan, as attached to Planning Department Report 2019-19, available for the DNR-required 30-day public review period.

To schedule a public hearing on the draft amendment:

MOTION THAT a public hearing BE SCHEDULED on the draft First Amendment to the Charter Township of Garfield 2018-2023 Five-Year Parks and Recreation Master Plan, as attached to Planning Department Report 2019-19, for the April 8, 2019 Regular Meeting of the Parks and Recreation Commission.

Attachments:

1. Draft First Amendment to 2018-2023 Garfield Township 5-Yr Parks and Recreation Master Plan
2. DNR Checklist for Amendments to Adopted 5-Yr Plans

INTRODUCTION

The Charter Township of Garfield (“Township”) has developed this first amendment to its 2018-2023 Five-Year Parks and Recreation Master Plan (“Plan”) to include a revised **Green Infrastructure Program** with two new properties identified for potential acquisition by the Township for public recreation, and to provide additional information regarding the planned **Phase III** of Traverse Area Recreational Transportation Trails’ (“TART Trails”) **Buffalo Ridge Trail**. This first amendment to the Plan contains the following seven sections:

- Description of the Planning Process
- Description of the Public Input Process
- Amended Goals and Objectives
- Other Elements
- The revised **Green Infrastructure Program**, intended to replace pages 61 and 75 of the adopted Plan, incorporates two new properties for potential acquisition by the Township for public recreational use
- A new text section and map providing greater detail on **Buffalo Ridge Trail Phase III** within Garfield Township. The text is intended to be an additional paragraph on page 59 of the adopted Plan, between the headings “Boardman River Trail” and “Green Infrastructure Plan.” The map is intended to be a new page 68 of the adopted Plan, pushing each page thereafter up one page number.
- Adoption Documentation

DESCRIPTION OF THE PLANNING PROCESS

GREEN INFRASTRUCTURE PROGRAM

The Township is often approached by property owners potentially interested public acquisition of their property for recreational use or conservation. These inquiries are typically preliminarily analyzed by Planning Department Staff before being forwarded to the Parks and Recreation Commission for discussion and a possible recommendation to the Board of Trustees.

In this case, a list of properties for which the Township received inquiries was presented to the Parks and Recreation Commission by Planning Department Staff at two open meetings and evaluated in terms of whether the property would be a good addition to the Township's existing parks system based on its proximity to existing parklands; whether streams, wetlands, or other natural features are present on the property; and the property's position with regard to plans for future non-motorized trails. At the conclusion of the second open meeting of the Parks and Recreation Commission, the Commission unanimously recommended that the Township's Green Infrastructure Program within the adopted Plan be amended to include each of the properties for which inquiries were received.

BUFFALO RIDGE TRAIL PHASE III

The Township and TART Trails have partnered and continue to partner on trail projects on Township lands. The complete Buffalo Ridge Trail is planned for in the Township's Five-Year Parks and Recreation Plan and was discussed extensively during the update to the Plan. The Township, TART Trails, and the public came together to identify the trail route over the course of several meetings and events.

DESCRIPTION OF THE PUBLIC INPUT PROCESS

GREEN INFRASTRUCTURE PROGRAM

A significant source of public input underlying this amendment was the survey responses recently received as part of the development of the original Garfield Township 2018-2023 Five-Year Parks and Recreation Master Plan (please *see* page 26 of the Plan for a description of the survey, and Appendix A for the full questions and responses).

For example, 59.48 percent of the survey respondents (113 of the 190 respondents) indicated that acquiring additional parkland should be a "very important" or "important" priority for the Township for the next five years. In addition, 71.35 percent of respondents (137 of the 192 respondents) indicated that acquiring land to preserve natural areas, wetlands, habitat areas, and other similar resources should be a "very important" or "important" priority for the Township for the next five years.

As described above, revision of the **Green Infrastructure Program** was extensively discussed at two open meetings of the Parks and Recreation Commission. An amendment was then drafted by Staff and presented to the Commission at a third open meeting for approving the submission of the amendment to the Department of Natural Resources for approval.

BUFFALO RIDGE TRAIL PHASE III

A well-publicized public input meeting facilitated by TART Trails specifically seeking input regarding various aspects of Phase III of the Buffalo Ridge Trail was held at Garfield Township Hall in September of 2017. At the meeting, destinations, obstacles, opportunities, and priorities were discussed. Additional public input efforts are ongoing.

Like with the **Green Infrastructure Program**, the survey responses recently received as part of the development of the original Five-Year Master Plan provide a significant source of public input with regard to trail construction. For example, 77.84 percent of respondents (116 of 182 respondents) indicated that there is a need for additional trails suited to walking, hiking, and jogging.

In addition, 71.21 percent of respondents (136 of the 191 respondents) indicated that building pathways to connect neighborhoods to schools, parks, and entertainment should be a “very important” or “important” priority for the Township for the next five years. Finally, 73.2 percent of respondents (142 of the 194 respondents) indicated that building regional trail connections should be a “very important” or “important” priority for the Township for the next five years.

GENERALLY

Once approved by the Parks and Recreation Commission, the amendment was made available for the required one-month public review period at Garfield Township Hall and online at www.garfield-twp.com, from **March 5, 2019** to **April 8, 2019**. **Following the one-month review period, a legally noticed public hearing was held at the Commission’s April 8, 2018 meeting during which public comment on the amendment was encouraged.**

[PUBLIC HEARING/OPEN MEETING TO BE HELD AT BOARD LEVEL TO BE DESCRIBED HERE]

AMENDED GOALS AND OBJECTIVES

No goals or objectives are being amended.

OTHER ELEMENTS

None other than those described above.

Table 4 – Green Infrastructure Program

Map Index	Name	Method of Protection
A1	Silver Lake Connection to W. Silver Lake Road	Acquisition
A2	Ransom Parcel (Commons)	Acquisition
A3	Oleson PUD Open Space and Wetlands	Donation
A4	Oleson, Schmude Wetlands	Acquisition
A5	Applebees Parcel	Aquisition, Access Emnt
A6	Commerce Center Wetland	Donation , Access Emnt
A7	City-Owned Boardman Parcel	Acquisition
A8	Hanson Parcel	Donation
A9	Traverse Software	Acquisition
A10	Cass Road Self Storage	Donation or Cons. Emnt, Access Emnt.
A11	Miller Creek Corridor; BVNP / Miller Creek Connector	Donation or Cons. Emnt, Access Emnt.
A12	BVNP Parcels	Acquisition
A13	Logan Valley Pond	Donation or Cons. Emnt
A14	Misc. West Boardman River Parcels	Acquisition
A15	Misc. East Boardman River Parcel Easements	Easement
A16	Fraser Parcel	Acquisition
A17	Future East Side Community Park?	Acquisition
A18	SVEC, McClain, Godziewski Parcels	Acquisition
A19	Airport Approach	Donation
A20	Boyd	Acquisition
A21	Kukla	Acquisition
A22	Logan Valley Development	Acquisition
A23	TCLP Parcel	Acquisition
CE1	Lewis, Church, Outlet Mall, Tireland Parcels	Donation or Conservation Emnt
CE2	Sleder Wetlands	Donation or Conservation Esmt
CE3	C D F, Chelsea Park	Donation, Acquisition via PUD, Cons. Emnt
P1	S. Airport Road	Protected
P2	Silver Lake Road Conservation Easement	Protected
P3	Lowes Wetlands	Protected
P4	Hughes Drive	Protected
PUB 1	Future East Side Community Park?	Publicly Owned (BPW)
SP1	Silver Lake Elementary School	School Park
SP2	TC West High School	School Park
SP3	TC West Middle School	School Park
SP4	Former Sabin Elementary Playgrounds	Donation
SP5	Traverse Bay Christian School	School Park

Green Infrastructure Plan Map

As Amended February 2019

Legend

Green Infrastructure Plan

- Acquisition Property ("A")
- Conservation Easement ("CE")
- Currently Protected Property ("CP")
- Publicly Owned Property ("PUB")
- School Park ("SP")
- Existing Public Parkland

Wetlands

- Wetlands
- Stream



Prepared by: Garfield Township Planning Dept - February 2019
Data Source: Garfield Township, 2017



BUFFALO RIDGE TRAIL PHASE III

The planned 2.7-mile (1.5 miles in place) Buffalo Ridge Trail is a Type I trail (i.e., a hard-surfaced trail located in an independent right-of-way) connecting Division Street to South Airport Road. The half-mile Phase I segment connecting the Grand Traverse Commons and Traverse City West Middle School along Franke Road was completed in 2011. The one-mile Phase II segment connecting West Middle School, Great Wolf Lodge, and Grand Traverse Bay YMCA's new West Y was completed in 2016.

TART and Garfield Township partnered to construct Phases I and II, and it is anticipated that this partnership will continue with Phase III. Ultimately, the trail will provide connectivity between over three-hundred residences, three schools, numerous parks and natural areas, and countless businesses. It will also create an important link in the regional trail network by connecting the existing Mall Trail to the Boardman Lake Trail, for example. Because of its tremendous connectivity potential, completing the trail is an extremely high priority among local and regional stakeholders. The **Buffalo Ridge Trail Area Map** is located on page 68 of the Plan.

ADOPTION DOCUMENTATION

[TO BE ADDED AS ADOPTION PROCESS PROCEEDS]

DRAFT

Buffalo Ridge Trail Area



- Map Legend**
- TC Area Trails**
- Buffalo Ridge Trail, West HS to Silver Lake R
 - Buffalo Ridge Trail, Anticipated Asphalt
 - Buffalo Ridge Trail, Anticipated Boardwalk
 - Buffalo Ridge Trail, Potential Crossing
 - Buffalo Ridge Trail, Silver Rd segment
 - Buffalo Ridge Trail, TC Central HS segment
- Roads/Streets
- Rivers/Streams

Map Created by: TART Trails
 Map Data Sources: TART Trails,
 Grand Traverse County,
 Michigan Center for Geographic Information
 Date: October 16, 2017



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNR/Airphoto, IGN, USA, Swisstopo, and others



COMMUNITY PARK AND RECREATION PLAN

CERTIFICATION CHECKLIST

AMENDMENT

By Authority of Parts 19, 703 and 716 of Act 451, P.A. 1994, as amended, submission of this information is required for eligibility to apply for grants

INSTRUCTIONS: Complete, obtain certification signatures and submit this checklist with a locally adopted recreation plan amendment.

All community recreation plan amendments are required to meet the content and local approval standards listed in this checklist and as outlined in the *Guidelines for the Development of Community Park and Recreation Plans* provided by the Department of Natural Resources (DNR). Plan amendments must be submitted in MiRecGrants with a completed checklist that has been signed by an authorized official(s) of the local unit of government(s) submitting the plan. Amendments may be submitted at any time of the year, but no later than February 1 of the year the local unit of government is applying for grants.

PLAN AMENDMENT FORMAT

Plan amendments:

1. Must only include revised or additional pages to the approved recreation plan, with an explanation of where the new pages fit within the original plan. If the amendment is to be inserted into the existing plan, it must be similar in format to the approved plan and indicate the location for insertion.
2. For multi-jurisdictional plans, the plan must only be approved by the unit of government that the change affects.

Name of Plan: <u>2018-2023 5-YEAR PARKS AND RECREATION MASTER PLAN</u>		Date Current Plan Expires:	
List the community names (including school districts) that are covered under the plan and have passed a resolution adopting the plan amendment.		County	Month and year plan amendment adopted by the community's governing body.
<u>CHARTER TOWNSHIP OF GARFIELD</u>		<u>GRAND TRAVERSE</u>	

PLAN AMENDMENT ELEMENT

INSTRUCTIONS: Please check each box to certify that the listed information is included in the plan amendment submittal.

DESCRIPTION OF THE PLANNING PROCESS

DESCRIPTION OF THE PUBLIC INPUT PROCESS

- Description of the method(s) used to solicit public input before or during preparation of the plan amendment, including a copy of the survey or meeting agenda and a summary of the responses received.
- Copy of the Notice of the Availability of the Draft Plan Amendment for Public Review and Comment.

Date of the Notice _____

Type of Notice _____

Plan Location _____

Duration of Draft Plan Public Review Period (Must be at Least Two Weeks) _____

- Copy of the Notice for the Public Meeting Held after the two-week public review period and before the plan amendment adoption by the Governing Body(ies).

Date of Notice _____

Name of Newspaper _____

Date of Meeting _____

- Copy of the Minutes from the Public Meeting (public hearing and meeting where the plan was adopted).

AMENDED GOALS AND OBJECTIVES

OTHER ELEMENTS: If the plan amendment includes other updated plan elements, list and briefly describe.

PLAN AMENDMENT ELEMENT

1.

2.

3.

PLAN AMENDMENT ADOPTION DOCUMENTATION

Plans **must** be adopted by the highest governing body (i.e., city council, county commission, township board). If planning is the responsibility of a Planning Commission, Park and Recreation Commission, Recreation Advisory Board or other local Board or Commission, the plan should **also** include a resolution from the Board or Commission recommending adoption of the plan by the governing body. In addition, a resolution from the Emergency Financial Manager (EFM) where the local unit of government has been assigned an EFM by the State.

The local unit of government must submit the final plan amendment to both the County and Regional Planning Agency for their information. Documentation that this was done must be included.

Items 1, 3 and 4 below are **required** by all communities and must be included with the amendment.

APPROVAL DOCUMENTATION: For multi-jurisdictional plans, each local unit of government affected by the amendment must pass a resolution adopting the plan amendment. Prepare and attach a separate page for each unit of government included in the plan.

- 1. Official resolution of adoption by the governing body dated: _____
- 2. Official resolution of the _____ Commission or Board, recommending adoption of the plan by the governing body, dated: _____
- 3. Copy of letter transmitting adopted plan to County Planning Agency dated: _____
- 4. Copy of letter transmitting adopted plan to Regional Planning Agency dated: _____
- 5. Copy of letter transmitting amendment to other units of government included in a multi-jurisdictional recreation plan. _____

OVERALL CERTIFICATION

NOTE: For multi-jurisdictional plans, Overall Certification must include the signature of each local unit of government. Prepare and attach a separate signature page for each unit of government included in the plan.

I hereby certify that the recreation plan for

_____ *includes the required content, as indicated above and as set forth by the DNR.*

(Local Unit of Government)

Authorized Official for the Local Unit of Government Date

This completed checklist must be uploaded in MiRecGrants.