

CHARTER TOWNSHIP OF GARFIELD
PLANNING COMMISSION MEETING

Wednesday, May 23, 2018 - 7:00 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 Commission Members

1. Review and Approval of the Agenda - Conflict of Interest
2. Minutes
 - a. May 9, 2018
3. Correspondence
4. Reports
 - a. Township Board
 - b. Planning Commissioners
 - c. Planning Department
5. Business to Come Before the Commission
 - a. PD 2018-55 – Public Hearing – C-P Planned Shopping Center Amendment
 - b. PD 2018-53 Discussion regarding Outdoor Sales Proposed Amendment
 - c. PD 2018-56 Continued Discussion of the 2018 Draft Master Plan
6. Public Comment
7. Items for Next Agenda – June 13, 2018

To be determined
8. 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, (231) 941-1620, or TDD 922

**CHARTER TOWNSHIP OF GARFIELD
PLANNING COMMISSION MEETING
May 9, 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: Planner Rob Larrea, Erik Perdonik

1. Review and Approval of the Agenda – Conflict of Interest (7:03)

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

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

Nays: None

2. Minutes (7:03)

a. April 25, 2018 Regular Meeting Minutes

Duell moved and Uithol seconded to approve the April 25, 2018 Regular Meeting Minutes as presented.

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

Nays: None

3. Correspondence (7:04)

None

4. Reports (7:04)

Township Board Report

Duell reported that the Brickways rezoning proposal was approved by the Board and a new Appriaser II was hired. He reviewed the application process for Board and Committee appointments and added that applications needed to be filled out for all appointments. McManus was appointed to serve on the Joint Planning Commission until a formal application could be approved by the Board.

Planning Commissioners

No reports

Planning Department

No reports

5. Business to Come Before the Commission**a. PD 2018-49 – Living Hope Church – Public Hearing (7:09)**

The request is to rezone approximately 3.2 acres of land from the R-1 One-Family Residential district to the C-O Commercial Office District without restriction. The parcel is located at 3050 West South Airport Road which is Lot 1 of the Day Subdivision. A single-story church with a basement and an approximately 52 space parking area, shed, utility building, dirt drive, and a sign are located on the property. Pastor Carey Waldie said they are asking for a Professional Office Zoning Designation. He outlined several reasons why the rezoning was compliant with the Master Plan. He discussed traffic patterns and traffic counts and talked about other land uses nearby the church.

Chair Racine opened the Public Hearing at 7:14pm.

Larry Endres of Marmac Ave. is against the rezoning and added that there have been too many changes in the area already and the subdivision would be negatively impacted. He asked to Planning Commission to carefully consider the rezoning.

Albert Spafford is opposed to the rezoning and believes that it does not meet the criteria for a rezoning request.

Adam Roberts of Marmac Avenue said that he loves his community and is opposed to the rezoning. He added that there is a big difference between where one lives and one goes to church.

Linda Ray of Day Drive is opposed to the rezoning because it takes away a portion of the neighborhood.

Brenda Lau of Day Drive said that her property is adjacent to the church property and she is opposed to the rezoning.

Jan Eggli of Day Drive is concerned with the effect that this rezoning will have if the business owner fails.

Nate Boven of Grouse Drive said that the zoning being requested is not considered high traffic zoning and is good for the community.

Theresa Broad of 700 Broad Road is a church member who supports the rezoning request and said that the proposed use falls within the guidelines for zoning.

Mark Barton of E. River Road, also a church member, said that the church can positively reach out to the community and asks Commissioners to think outside the box for this request.

Renee Haus of Traverse City said that Traverse City is growing and someone else could rezone this property in the future.

Rachel Jenniman from Grawn is a youth coordinator at the church and said that the current location inhibits her ability to positively reach out to children and teens.

Chair Racine closed the Public Hearing at 7:45pm.

Pastor Carey Waldie spoke about the proposed rezoning and added that he made every effort to reach out to the members of the neighborhood.

Commissioners discussed the rezoning request. Larrea explained that the Planning Commission needs to look at the request from a business and zoning perspective, and not an emotional perspective. After review of the request, Staff has difficulty justifying this request based on the standards and the Master Plan. Commissioners commented that they needed to filter out the emotional side of the argument and consider staff recommendations. After consulting with Waldie regarding his application, the rezoning request was formally withdrawn. Commissioners took no action on PD-2018-49.

Chair Racine called for a short recess at 8:10pm. The meeting was reconvened at 8:13pm.

b. PD 2018-48 3717 W. South Airport Road Rezoning – Banton – Findings of Fact (8:13)

The applicant wishes to rezone a 3.14 acre parcel from the A Agricultural District to R-3 Multi-Family Residential. The parcel is bordered by one (1) dwelling and a landscape business to the west, West South Airport Road to the north, a service drive providing access to the Sam's Club parking lot to the east and Sam's Club to the south. Staff indicated that there is a violation on the property which precludes the Planning Commission from taking any action on the proposed rezoning at this time.

Uithol moved to postpone action on the proposed rezoning request at 3717 W. South Airport Road until such a time that the property comes into compliance with township ordinances. Duell seconded the motion.

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

7. Public Comment (8:17)

None


8. Items For Next Agenda – May 23, 2018 (8:17)

a. To Be Determined

9. **Adjournment**

Cline moved and DeGood seconded to adjourn the meeting at 8:18pm.

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

 Charter Township of Garfield Planning Department Report No. 2018-55		
Prepared:	May 14, 2018	Pages: Page 1 of 1
Meeting:	May 23, 2018-Planning Commission	Attachments: <input checked="" type="checkbox"/>
Subject:	Proposed Amendment to Sec. 322 – C-P Planned Shopping Center-Public Hearing	

STAFF COMMENT:

In light of a changing retail market and a recent application for a text amendment to allow warehousing in the Township's Planned Shopping Centers, it became clear that Section 322 is overdue for an update. Over the course of the past few Work Sessions, the Planning Commission has discussed revised versions of Section 322 – C-P Planned Shopping Center.

With the Commission's feedback during those meetings now taken into account, Staff has attached to this report a draft that Staff regards as ready to be sent to the Township Board following tonight's public hearing, if Commissioners are satisfied with it. The full text is attached to this report. This proposed section is intended to fully replace the existing Section 322.

As for a few of the key highlights:

-Uses: All uses are now permitted by right, thereby streamlining the approval process with the intent of incentivizing infill development in the malls.

-Maximum Building Height: The maximum building height is now 50 feet and 4 stories, which should allow for increased flexibility in design.

-Setbacks: Setbacks are now listed in detail for each yard and are short enough to facilitate outlot developments.

-Outdoor Storage Prohibited: All outdoor storage is now prohibited in the Center.

ACTION REQUESTED:

Following discussion and the public hearing, if Commissioners feel that the proposed amendment to the Zoning Ordinance is appropriate, the following motion is offered for your consideration:

THAT Article 3, Section 322, Regulations and Conditions, be
 RECOMMENDED to BE AMENDED to read in its entirety as
 attached to Planning Department Report 2018-55.

DRAFT

SECTION 322 C-P (PLANNED SHOPPING CENTER)

PURPOSE It is the intent of the C-P (Planned Shopping Center) Districts to recognize the various areas of our community that have been developed in a grouped retail setting with department store anchors and expansive parking areas. These planned centers are typically located on a single, unified site, and are designed and constructed as an integrated unit for shopping and other business activity. This section recognizes the transition from antiquated development patterns and encourages multi-use, multi-story, infill development of the parking areas to create a more pedestrian-friendly, mixed-use area. Multi-story structures are encouraged.

A. USES PERMITTED BY RIGHT:

- (1) Auditorium, Assembly, and Indoor Entertainment Center
- (2) Bakery, Coffee Shop
- (3) Bar, Tavern, Night Club
- (4) Clinics
- (5) Commercial District Housing Developments - subject to § 725
- (6) Department Stores
- (7) Financial Institutions
- (8) Grocery Stores
- (9) Hardware Stores
- (10) Hotels subject to the conditions specified in § 320.B (5)
- (11) Live Work Units
- (12) Offices
- (13) Personal and Business Services
- (14) Pet Shops provided they are completely enclosed and insulated from noise
- (15) Professional Studios
- (16) Recreation Facility
- (17) Restaurants and Outdoor Seating provided the area is delineated by a curb or similar barrier
- (18) Retail Establishment not including second hand stores

B. DIMENSIONAL STANDARDS:

Minimum Lot Area:	15,000 sf
Minimum Lot Width:	60 ft
Maximum Building Height (A):	
• In Stories:	4
• In Feet:	50 ft
Maximum Yard Setbacks (B)(C):	
• Front:	10 ft
Minimum Yard Setback (C):	
Each Side:	10 ft
Rear:	30 ft

Notes to Dimensional Standards:

- (A) Any structure proposed over 25 feet in height shall file a 7460-1 form with the FAA. If at any time the FAA restricts a structure to a lesser height than the district maximum, the FAA restriction shall prevail and made a condition of any approval.
- (B) Setbacks shall be measured from the furthest protruding point of structure.
- (C) A fifty (50) foot wide vegetative strip of land shall be provided on any side of a C-P District which abuts a residential or agricultural zone.

SECTION 322 C-P (PLANNED SHOPPING CENTER)

C. SITE DEVELOPMENT REQUIREMENTS

(1) General

Applications for development, redevelopment, or infill development within the C-P District shall be reviewed by the Planning Commission for compliance with Article 4, § 424 - Site Plans and Article 5 – Development Standards. A comprehensive development plan may be required for the entire center to establish an approved development pattern within the District.

(2) External Access

All site plan proposals submitted under the requirements of the C-P Planned Shopping District shall provide for the proper handling of traffic and pedestrians throughout the site. The site plan shall limit ingress and egress along major thoroughfares and access properties by way of internal service drives and pedestrian walkways.

(3) Internal Pedestrian Circulation

- a. Sidewalks shall be constructed within the interior of the development to link buildings with other destinations, such as, but not limited to, other buildings, parking, adjoining streets, and adjoining sidewalks.
- b. All internal sidewalks shall be constructed of raised concrete, measuring no less than five (5) feet in width and six (6) inches in height to provide safe walkways by separating motorized from non-motorized transportation.
- c. Clearly marked pedestrian crossing areas shall be demarcated at all pedestrian crossings.

(4) Non-Motorized Pathways

Public pathways shall be constructed for all new developments, redevelopments, and amendments to previously approved site development plans, including substantial additions or improvements to existing buildings with a construction cost of twenty-thousand dollars (\$20,000.00) or more within a twelve (12) month period.

- a. Non-motorized pathways may be constructed within the public street right-of-way or upon private property subject to an appropriate public access easement being recorded.
- b. All reasonable effort shall be made to avoid cutting trees when placing the pathway.

(5) Building Placement

Buildings shall be placed in a manner that encourages pedestrian circulation and connectivity among the various outlots and internal uses.

- a. All buildings shall be located adjacent to a curbed internal roadway with the prominent building wall facing the roadway or access drive.
- b. Buildings fronting an internal roadway or access drive shall be accessible by pedestrian walkways.

DRAFT

SECTION 322 C-P (PLANNED SHOPPING CENTER)

(6) Vegetative Transition Strip


- a. A fifty (50) foot wide vegetative strip of land shall be provided on any side of a C-P District which abuts a residential or agricultural zone. This strip shall serve as a pervious transition between the subject use and the adjacent uses, both existing and future. The transition strip shall be occupied by plant materials with a combination of structural fences or walls appropriately located to minimize noise and maximize aesthetics for neighboring properties.
- b. The plans and specifications for site development shall include the proposed arrangement for such plantings and structures as required by Sections 530 and 531.

(7) Service Drives

- a. In order to achieve a well-planned center, the Planning Commission may require access to the business facilities from an interior service drive which shall be established in order to provide the major means of access to the planned commercial area.
- b. The site plan layout shall be such that access to commercial center parking lots shall be from the interior drive and not from the major thoroughfare.

(8) Prohibited Outdoor Storage

- a. The storage of inventory in areas designated for uses such as walking, parking, vehicular travel, green space, landscape buffer, or stormwater and snow retention area.
- b. The parking of vehicles, trailers, inventory, or car ramps for the purpose of advertising or business identification in parking areas or adjacent to any roadway.

 Charter Township of Garfield Planning Department Report No. 2018-53		
Prepared:	May 14, 2018	Pages: Page 1 of 1
Meeting:	May 23, 2018-Planning Commission	Attachments: <input checked="" type="checkbox"/>
Subject:	Proposed Amendment to Sec. 765 – Outdoor Sales	

STAFF COMMENT:

Staff recently reviewed a proposed plan that includes outdoor storage within the C-G General Commercial District. Outdoor sales are permitted within the C-G District subject to the conditions of Section 765 of the Zoning Ordinance; however, the property did not have “at least one property line on a major thoroughfare” as required by 765.A(1). It is in this context that Staff questioned the intent and effect of 765.A(1), and decided that it might be best to remove it from the Ordinance via text amendment.

The language in Sec. 765.A(1) is a carryover from the previous Ordinance. There does not appear to be a compelling reason to require one property line to be on a major thoroughfare. Why not allow outdoor sales on a property that only fronts a service drive, for example? Furthermore, for aesthetic reasons, it does not seem particularly desirable to potentially encourage an outdoor seller to locate along a major thoroughfare. Staff would like Commissioners to discuss the potential utility (or lack thereof) of 765.A(1).

ACTION REQUESTED:

Following discussion, if Commissioners feel that the proposed amendment to the Zoning Ordinance is appropriate, the following motion is offered for your consideration:

THAT a public hearing be scheduled for June 27, 2018 to consider an amendment to Article 7, Section 765.A, Regulations and Conditions, to read in its entirety as attached to Planning Department Report 2018-53, Exhibit B.

Attachments:

1. Copy of Section 765 – Outdoor Sales with proposed change shown (Exhibit A) and revised version (Exhibit B)

EXHIBIT A:

SECTION 765 OUTDOOR SALES

A. REGULATIONS AND CONDITIONS

The sale of automobiles, trailers, boats, and similar large items may be permitted provided the following conditions can be met:

- ~~(1) The property has at least one property line on a major thoroughfare.~~
- (2) Access is limited to one (1) driveway approach to any public street and shall comply with Grand Traverse County Road Commission or M-DOT requirements.
- (3) No driveway or curb cut shall be located closer than 10 feet to an adjoining property.
- (4) The property has an approved commercial retail business and structure located on the property that meets the standards of the Ordinance.
- (5) The sales area shall be paved and adequately maintained so as to provide a smooth dustless surface.
- (6) All development standards of Article 5 can be met.


EXHIBIT B:

SECTION 765 OUTDOOR SALES

B. REGULATIONS AND CONDITIONS

The sale of automobiles, trailers, boats, and similar large items may be permitted provided the following conditions can be met:

- (1) Access is limited to one (1) driveway approach to any public street and shall comply with Grand Traverse County Road Commission or M-DOT requirements.
- (2) No driveway or curb cut shall be located closer than 10 feet to an adjoining property.
- (3) The property has an approved commercial retail business and structure located on the property that meets the standards of the Ordinance.
- (4) The sales area shall be paved and adequately maintained so as to provide a smooth dustless surface.
- (5) All development standards of Article 5 can be met.

 Charter Township of Garfield Planning Department Report No. 2018-56		
Prepared:	May 16, 2018	Pages: Page 1 of 1
Meeting:	May 23, 2018-Planning Commission	Attachments: <input checked="" type="checkbox"/>
Subject:	Continued Discussion of 2018 Draft Master Plan	

In response to Commissioners' comments regarding the Draft 2018 Future Land Use Map at the April 25, 2018 Planning Commission Work Session, Staff has revised the Map and believes that all issues raised have been appropriately addressed in the attached draft. The changes can be summarized as follows:

- The greater than symbol beside the Agricultural/Rural Land item on the legend has been changed to a less than or equal to symbol.
- The future land use category for The Crown PUD has been changed to reflect the underlying agricultural zoning.
- The Commercial Office on the ground across from Oleson's west is reflected on the Map as Professional Office.
- The Commercial Office zoning on the ground near the entrance of Incochee is now reflected on the Map as Professional Office.
- The apartments just north of Wyatt are now designated as High Density rather than Low Density Residential to reflect what is on the ground.
- The Traverse Hills development is now designated as High Density rather than Low Density Residential to reflect what is on the ground.
- The Church at McRae Hill and US-31 is now designated as Institutional to be consistent, even though the underlying zoning of churches in the Township may differ.
- The Professional Office designation on the North Bay Produce property matches the developed areas and zoning. The remainder of the property is Agricultural to reflect that it will be preserved.
- The Brickways/Church of Christ parcels have been updated to High Density to reflect the recent rezoning to R-3.
- The property adjacent to the Brickways parcel to the west is now designated as High Density to reflect what is on the ground and the zoning.

ACTION REQUESTED:

With this report hopefully providing additional context for the discussion, continue to discuss the proposed Draft Master Plan. If the Commission is satisfied with the Plan, the following motion is suggested for distributing it to the Township Board:

MOTION THAT the Draft 2018 Charter Township of Garfield Master Plan BE SUBMITTED to the Charter Township of Garfield Board of Trustees for review, distribution, and comment in accordance with the Michigan Planning Enabling Act (2008 PA 33).

Any additional information that the Planning Commission determines to be necessary should be added to this motion. If the Planning Commission is not satisfied with the level of information provided to date, the above motion would be premature.

Attachments:

1. Revised 24 x 26 Draft 2018 Future Land Use Map