

**CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING**

Tuesday, June 25, 2019 at **5:30pm**

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

A G E N D A

ORDER OF BUSINESS

**Call meeting to order
Pledge of Allegiance
Roll call of Board Members**

1. Strategic Planning

- a. PD Report 2019-73 – Presentation of Discussion of Strategic Planning – Steps 1 and 2a

2. Public Comment

Public Comment Guidelines:

Any person shall be permitted to address a meeting of The Township Board, which is required to be open to the public under the provision of the Michigan Open Meetings Act, as amended. (MCLA 15.261, et.seq.) Public Comment shall be carried out in accordance with the following Board Rules and Procedures: a.) any person wishing to address the Board is requested to state his or her name and address. b.) No person shall be allowed to speak more than once on the same matter, excluding time needed to answer Township Board Member's questions. Where constrained by available time the Chairperson may limit the amount of time each person will be allowed to speak to (3) minutes. 1.) The Chairperson may at his or her own discretion, extend the amount of time any person is allowed to speak. 2.) Whenever a Group wishes to address a Committee, the Chairperson may require that the Group designate a spokesperson; the Chairperson shall control the amount of time the spokesperson shall be allowed to speak when constrained by available time.

3. Review and approval of the Agenda - Conflict of Interest

4. Consent Calendar

The purpose of the Consent calendar is to expedite business by grouping non-controversial items together to be dealt with in one Board motion without discussion. Any member of the Board, staff or the public may ask that any item on the Consent Calendar be removed there from and placed elsewhere on the Agenda for full discussion. Such requests will be automatically respected. If any item is not removed from the Consent Calendar, the action noted in parentheses on the Agenda is approved by a single Board action adopting the Consent Calendar.

- a. Minutes- June 11, 2019 Regular Meeting (Recommend Approval)

- b. Bills -
 - Gourdie-Fraser
 - Developer's Escrow Fund – Utility Plan Review, Oversight \$ 5,012.04
 - Utility Receiving Fund 2,245.25
 - Park Funds/ DNR Trust Fund 1,241.50
 - Total \$ 8,498.79
- (Recommend Approval)
- c. MTT Update (Receive and File)
- d. Consideration of reappointing Carol Hale to the Joint Planning Commission (Recommend Approval)

5. Items Removed from the Consent Calendar

6. Correspondence

7. Reports

- a. Construction Report
- b. Grand Traverse Metro Report
- c. Northflight
- d. County Commissioner's Report
- e. Supervisor's Report

8. Unfinished Business

- a. Public Hearing – PD Report 2019-69 Harris Hills Site Condominium R-2 Rezoning.
- b. Continued discussion on Resolution 2019-06-T (Amended), a resolution to adopt Township Trustees Salary.

9. New Business

- a. PD Report 2019-68, Introduction and schedule Public Hearing of Green US-31 C-G Rezoning.


10. Public Comment

11. Other Business

12. Adjournment

Lanie McManus, Clerk

The Garfield Township Board 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 the Garfield Township Board. Individuals with disabilities requiring auxiliary aids or services should contact the Garfield Township Board by writing or calling Lanie McManus, Clerk, Ph: (231) 941-1620, or TDD #922-4412.

		Charter Township of Garfield	
		Planning Department Report No. 2019-73	
Prepared:	June 17, 2019	Pages:	2
Meeting:	June 25, 2019 Township Board	Attachments:	<input type="checkbox"/>
Subject:	Township Board Strategic Planning – Steps 1 and 2a		

BACKGROUND:

The Township Board is conducting a planning process to develop a strategic plan. The strategic plan will be used as a tool to set priorities that help guide decisions and assist with communicating the Township's goals internally and to the community.

FIRST MEETING OF STRATEGIC PLANNING PROCESS:*Step 1 – Background Information*

Staff has compiled and will review information and data highlighting trends in the Township. The attached PowerPoint presentation illustrates that information and data. This step is for informational purposes only and no action is necessary is needed by the Board.

Step 2a – Analysis and Initial Goals

Staff will facilitate the start of the Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis. At this point, the strengths and weaknesses will be identified by the Township Board.

Steps 1 and 2a will conclude the first meeting of the strategic planning process.

NEXT MEETING OF STRATEGIC PLANNING PROCESS:*Step 2b – Background Information*

For the second meeting of the strategic planning process, the Board will finish the SWOT analysis by identifying opportunities and threats. The Board will also discuss initial ideas on vision, mission, and goals. Subsequent steps will involve the Board reviewing the vision, mission and goals in form of a drafted plan.



Background

STRATEGIC PLANNING

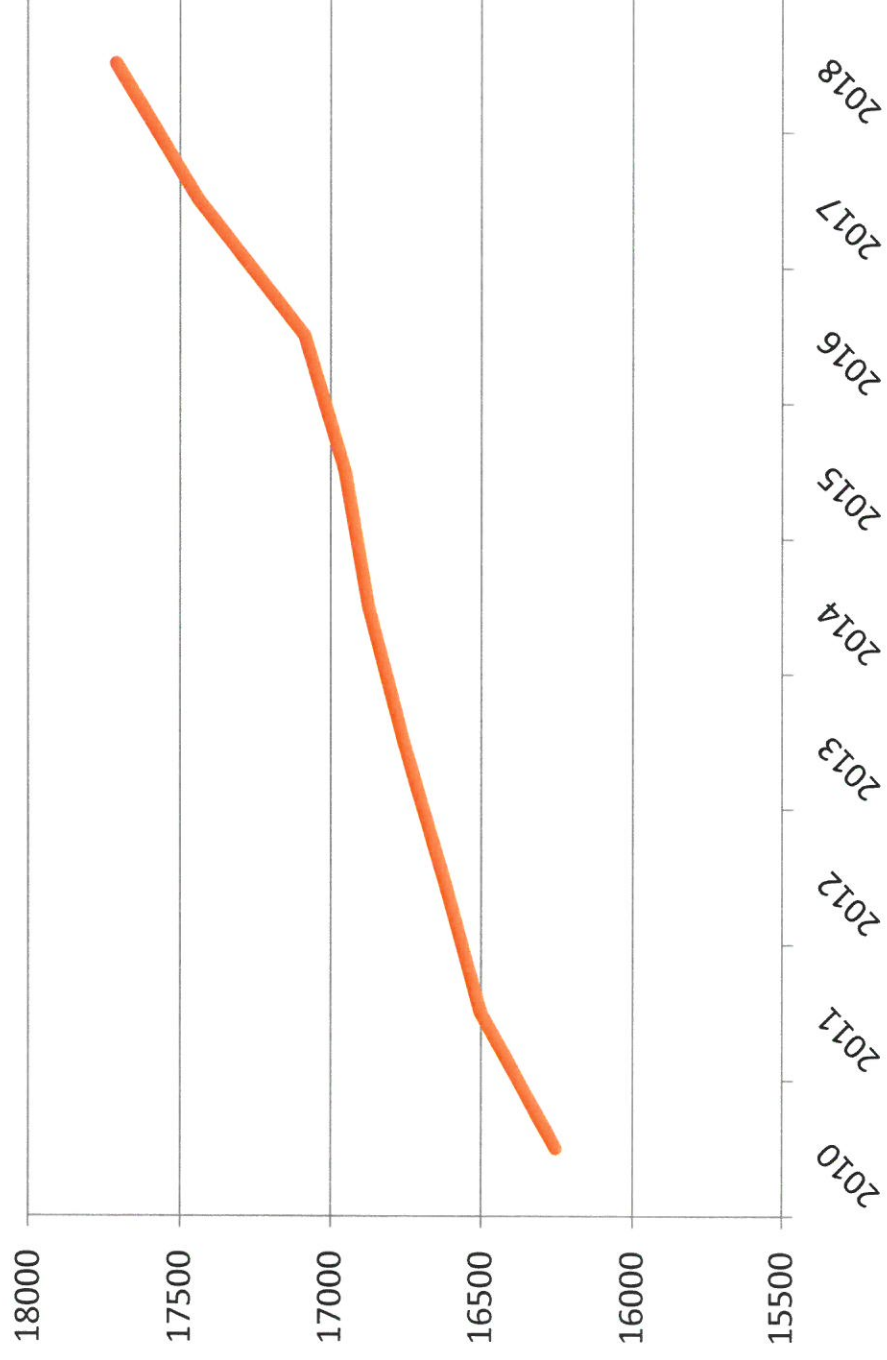
Step #1 – June 25

Charter Township of Garfield

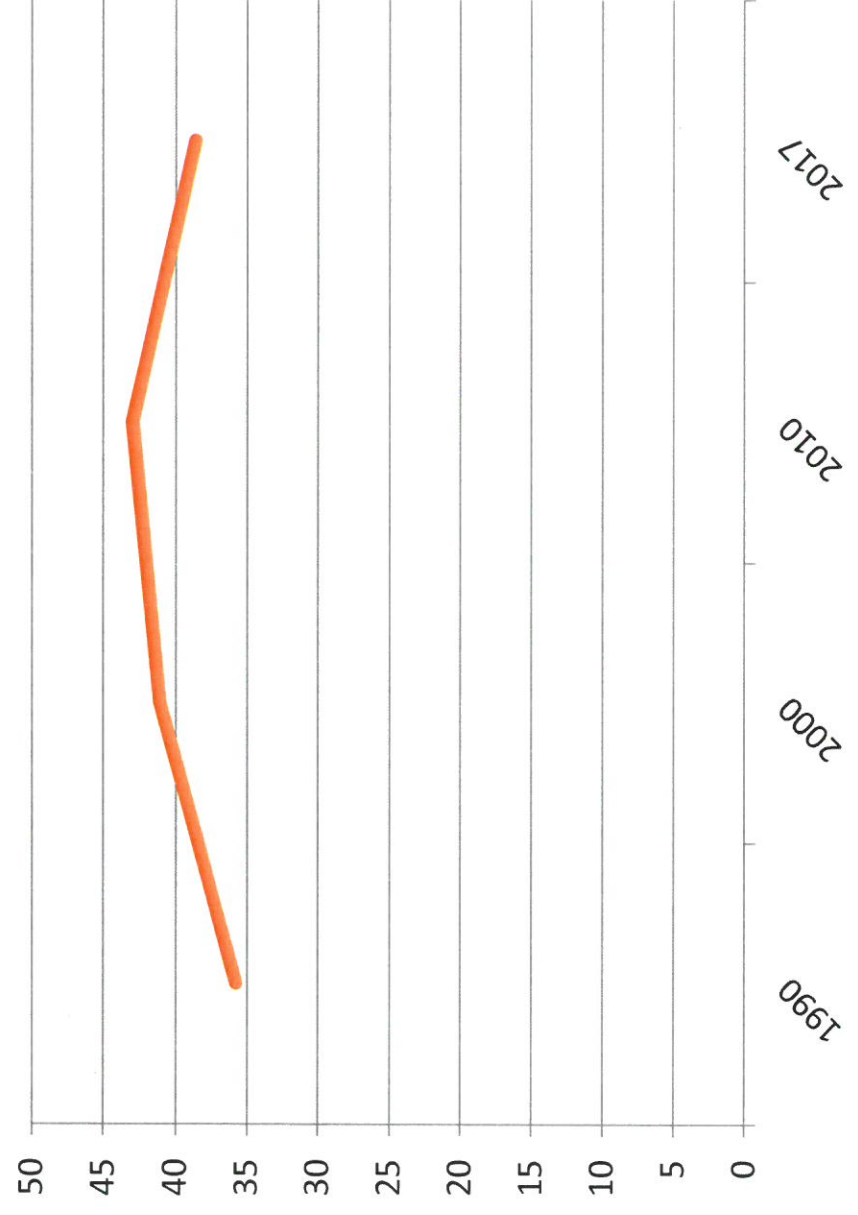
June 25, 2019



Population

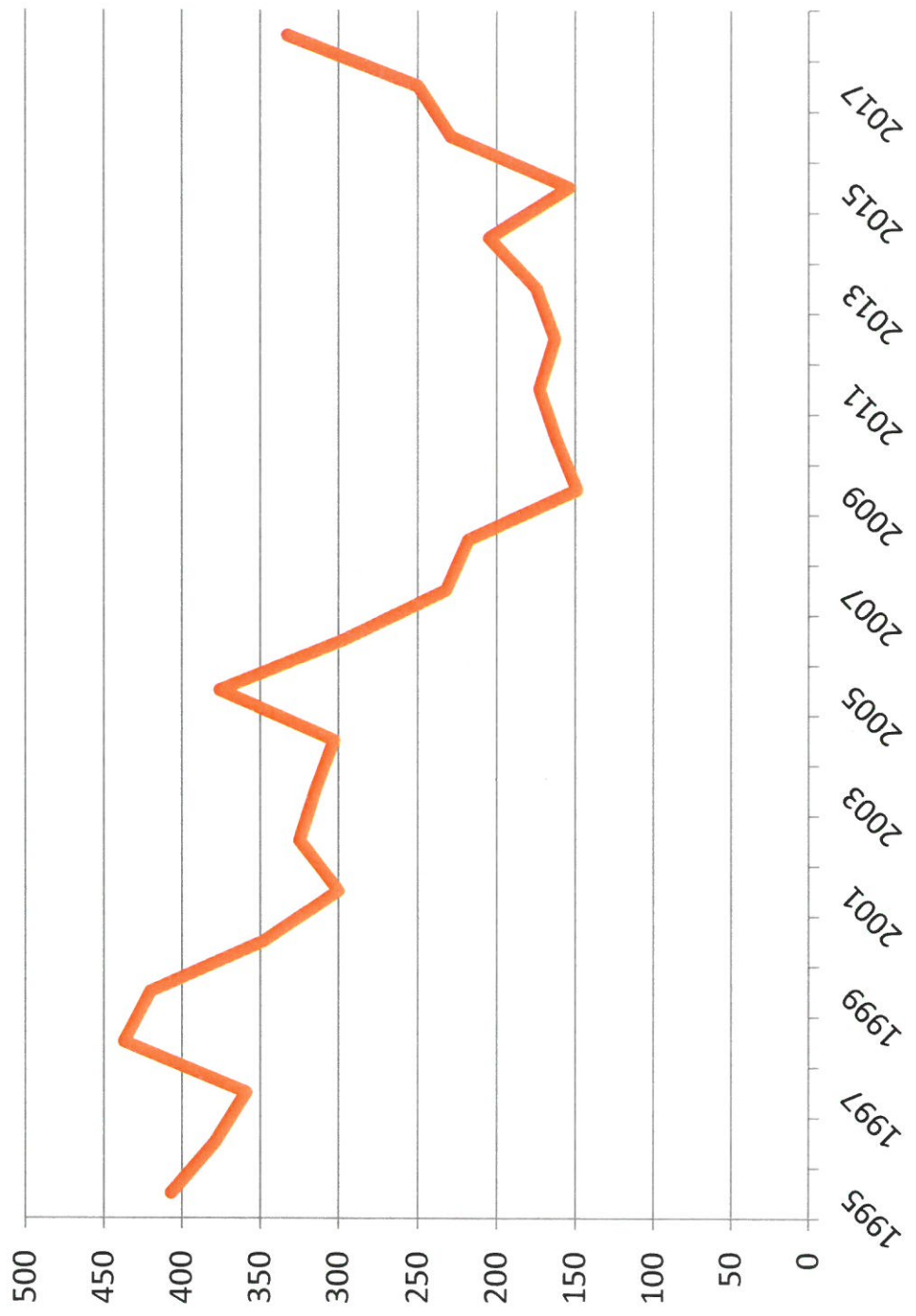


Median Age



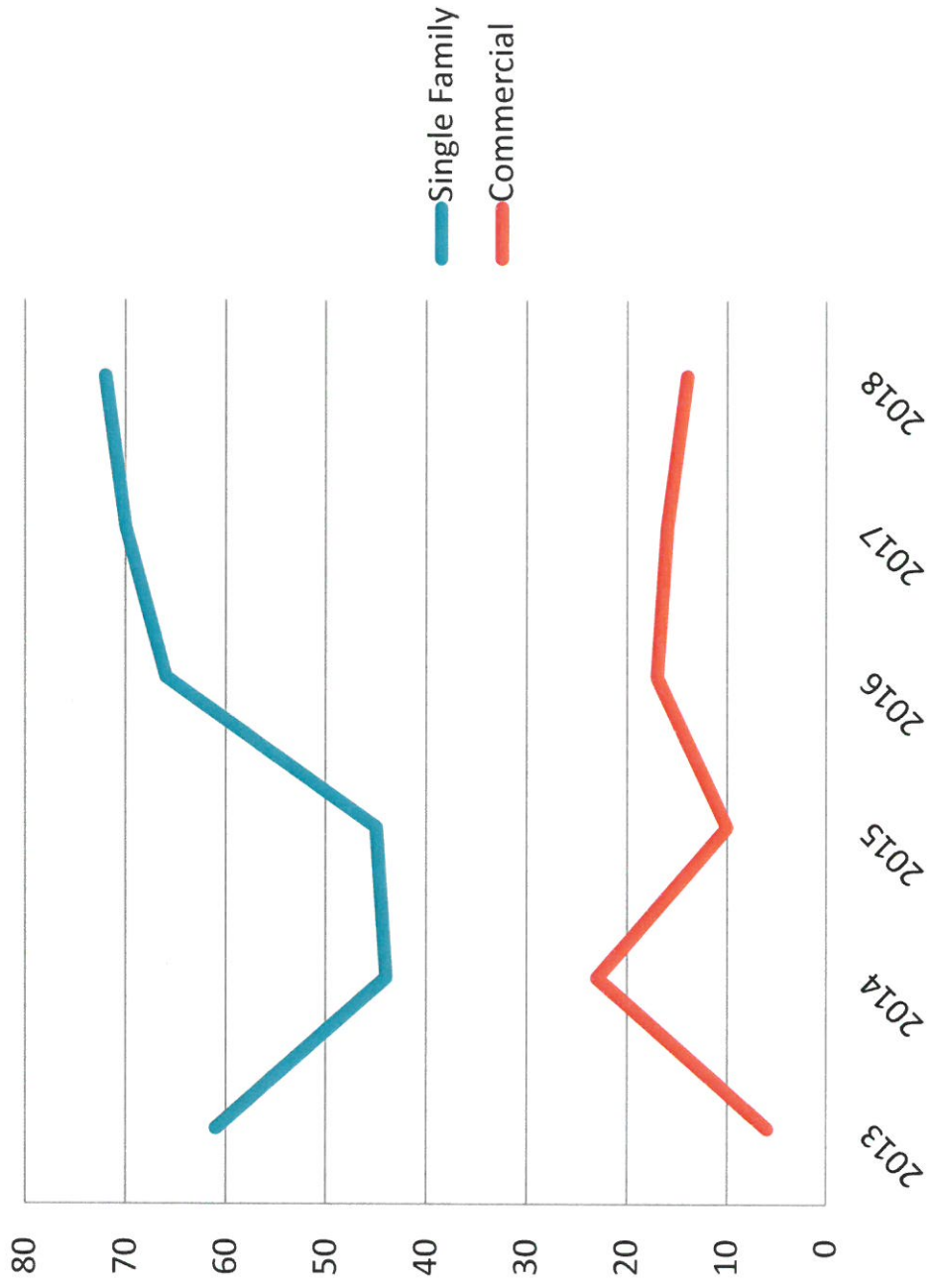


Building Permits



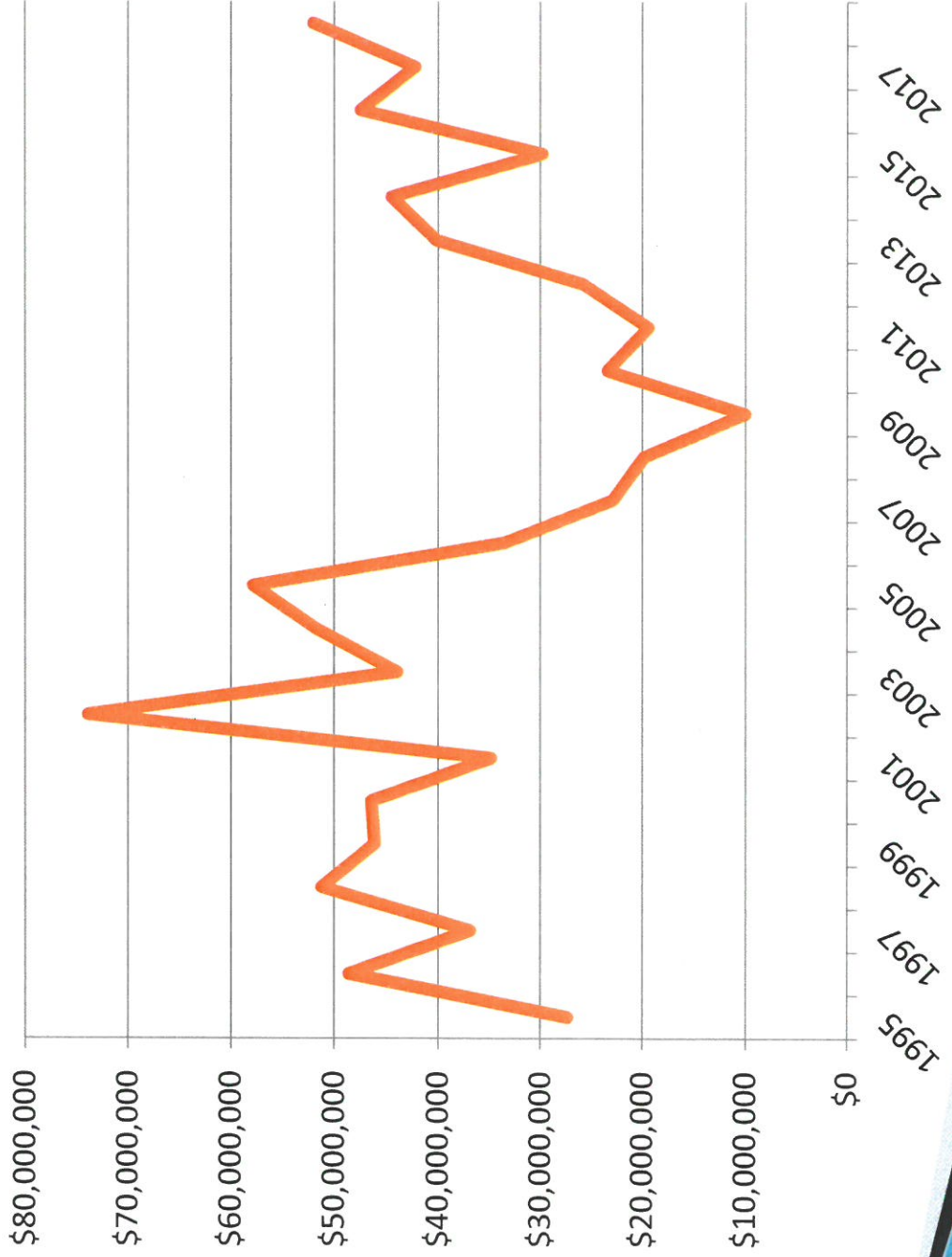


Single Family & Commercial Permits





Construction Value



National Retail Trends

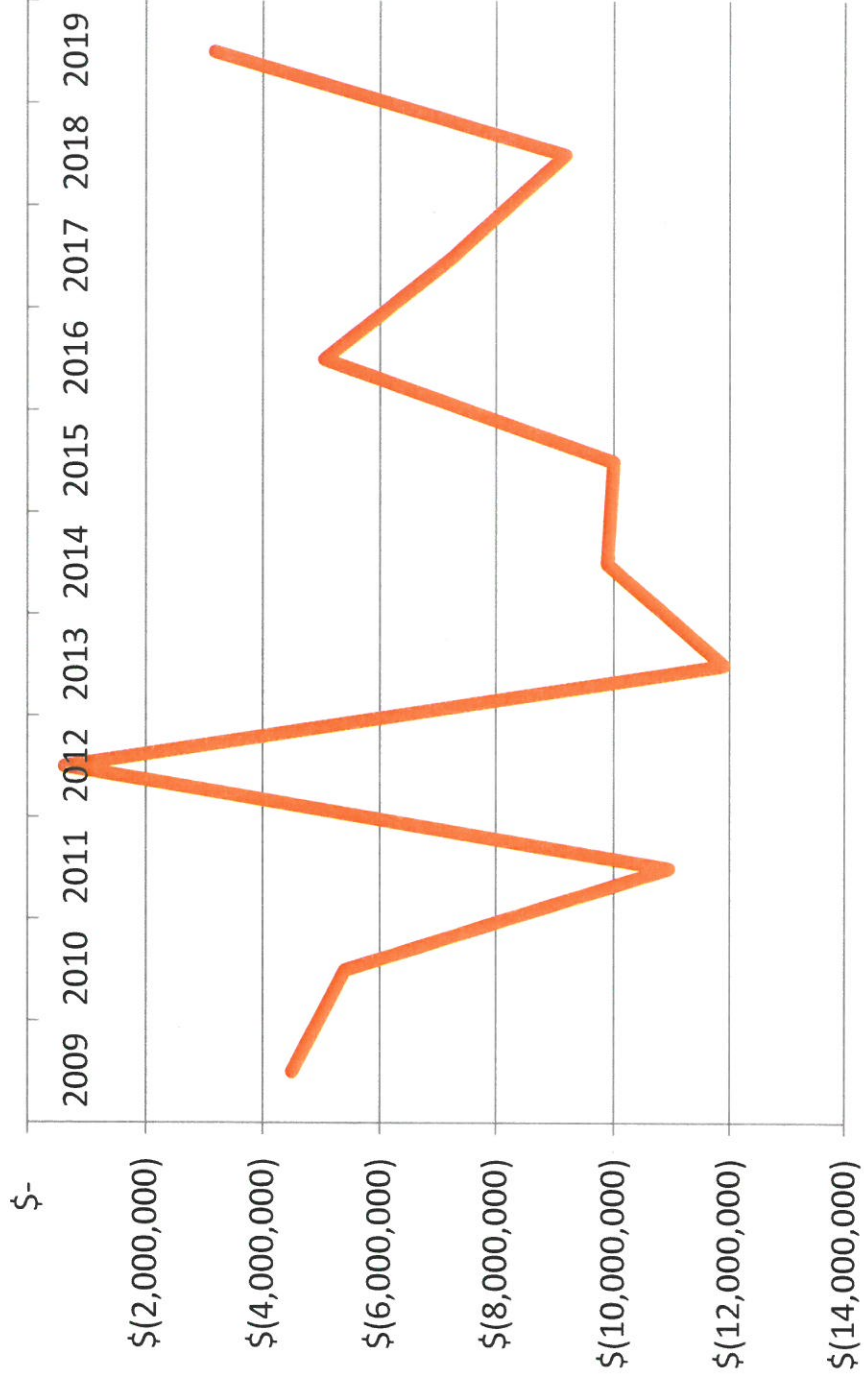


- In a 2019 report, UBS has found that with each 1% increase in online penetration, some 8,000 to 8,500 stores will need to close.
- UBS estimates 75,000 more stores need to close in the U.S., should e-commerce penetration grow to 25% by 2026, from 16% today.
- Larger retailers (i.e., Walmart, Target, etc.) are building smaller footprint stores and offering “buy-online-pickup-instore”



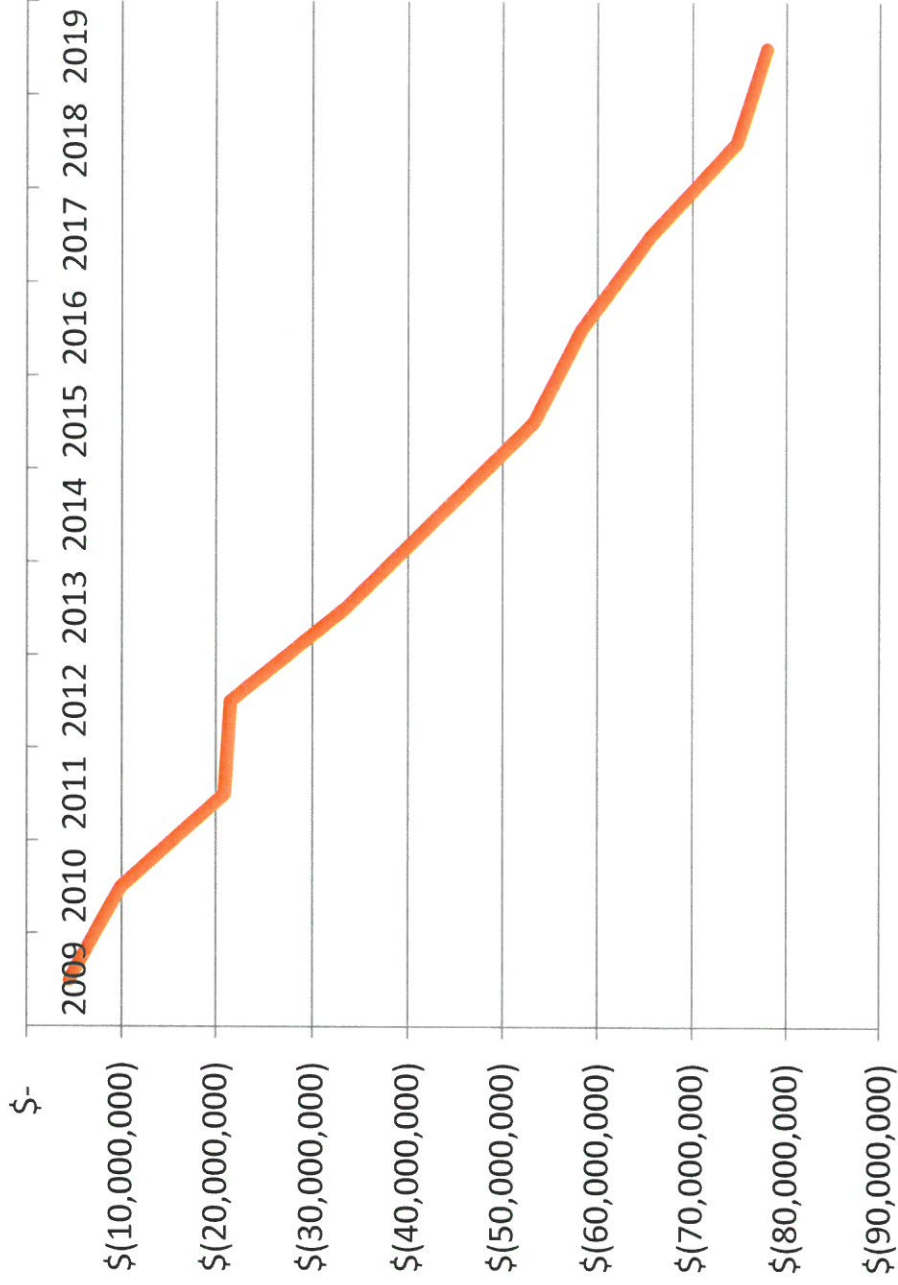


“Big Box Appeals” Taxable Value by Year





“Big Box Appeals” Taxable Value Accumulative





% Amount Abated Compared to Total Taxable Value (including IFTs and PILTs)

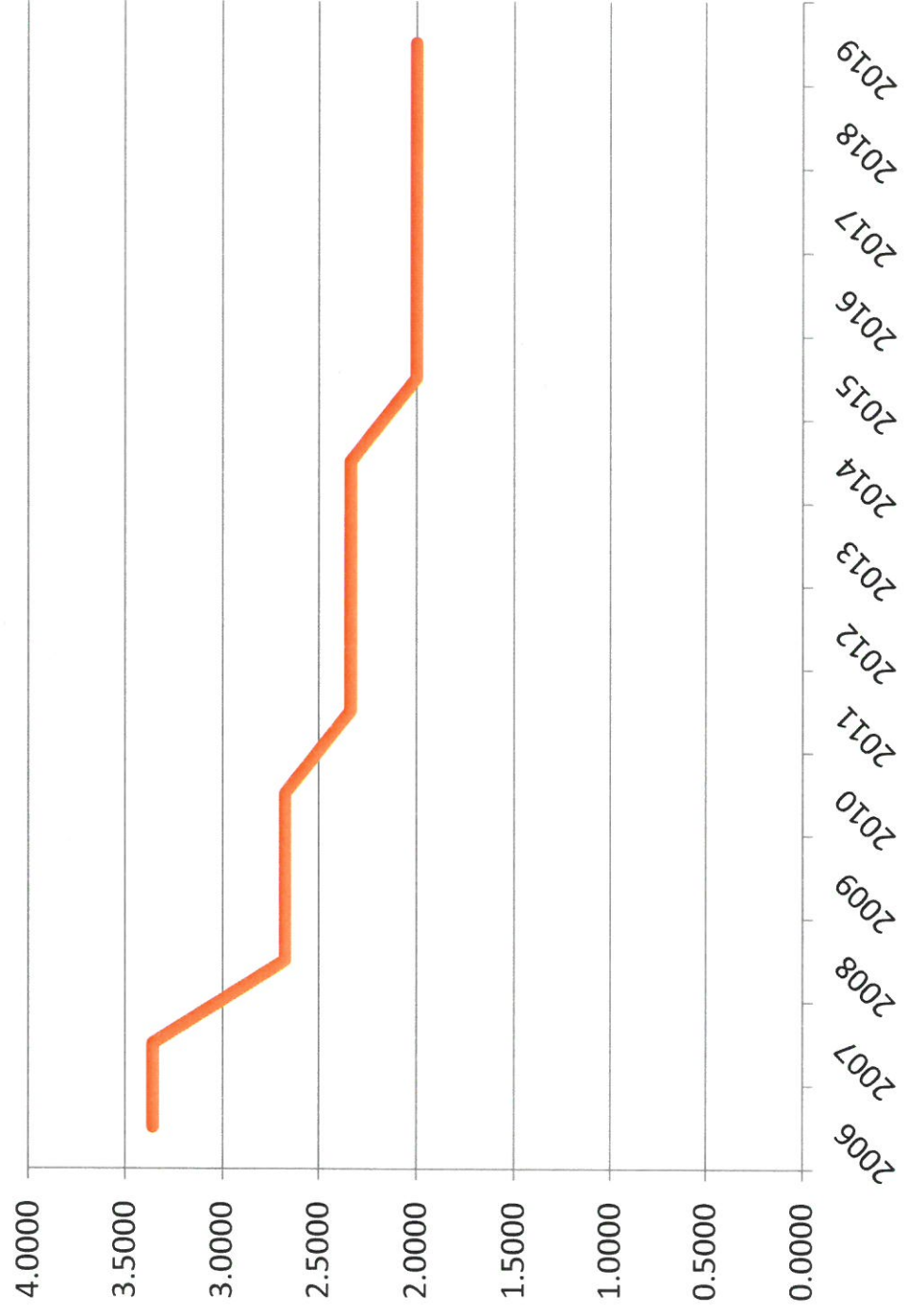


Crime Offenses





Millage Rate





SWOT Analysis

STRATEGIC PLANNING

Step #2a - June 25

Charter Township of Garfield

June 25, 2019



W
Weaknesses

S
Strengths

T
Threats

O
Opportunities





Strengths are the existing assets of the Township. They are the physical and human elements that make the Township attractive for development and growth. Examples may include the Boardman River and regional commercial base.

Weaknesses are elements of the Township which detract from success. One example is traffic congestion.

Opportunities are external conditions which make it possible to successfully undertake improvements of the Township. An example may be grants to fund parks and trails.

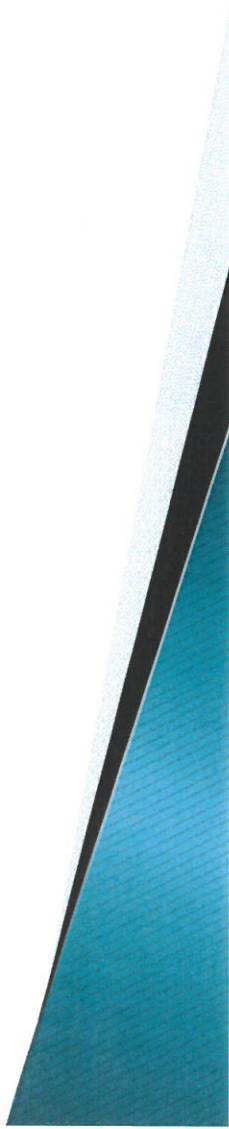
Threats are also external conditions, but those which will potentially impede progress for the Township. One example is the big box store appeals to the Michigan Tax Tribunal.



Strengths

internal, positive factors

What are the **strengths** that should be leveraged?



Weaknesses

internal, negative factors

What are its **weaknesses** that need to be eliminated?



**CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING
June 11, 2019**

Supervisor Korn called the Town Board Meeting to order on June 11, 2019 at 6:00 p.m. at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan.

Pledge of Allegiance

Roll Call of Board Members

Present: Denise Schmuckal, Jeane Blood Law, Molly Agostinelli, Dan Walters, Steve Duell, Lanie McManus and Chuck Korn

1. Public Comment (6:00)

None

2. Review and Approval of the Agenda - Conflict of Interest (6:01)

Duell moved and Blood Law seconded to approve the agenda as presented.

*Yeas: Duell, Schmuckal, Blood Law, Walters, Agostinelli, McManus, Korn
Nays: None*

3. Consent Calendar (6:02)

a. Minutes

May 28, 2019 Regular Meeting (Recommend Approval)

b. Bills

General Fund

\$41,585.18

(Recommend Approval)

Agostinelli moved and Duell seconded to approve the consent calendar as presented.

*Yeas: Duell, Schmuckal, Blood Law, Walters, Agostinelli, McManus, Korn
Nays: None*

4. Items removed from the Consent Calendar

a. None

5. Correspondence (6:03)

a. **Grand Traverse Conservation District – Welcome to New Executive Director**

6. Reports**a. Sheriff's Report (6:03)**

Barsheff announced that he will be leaving the township role to take a position as Captain. Chris Oosse will take over his role temporarily. The department partnered with high schools and talked about online crimes such as sexting and the department will continue to be active in the schools. On June 20th, the department will attend the YMCA safety day and host cookouts at Carson Square and Brookside Commons. Ironman race routes are getting finalized and many officers will be stationed along the routes. The department plans to be more visible on the trails with bikes in light of the recent death near the Boardman River.

b. County Commissioner's Report (6:17)

County Commissioner Brad Jewett reported that the Commissioners evaluated the County Administrator and found that he is doing his job well. The annual report from Drain Commissioner should be published next week. The Cass Road Drain was cleaned out and there has not been any flooding. The County Parks may vote to ban marijuana smoking in all county parks.

c. Personnel Committee Report (6:21)

Schmuckal moved and Agostinelli seconded to accept the letter of resignation from Dorothy Petroskey.

*Yeas: Schmuckal, Agostinelli, Blood Law, Duell, Walters, McManus, Korn
Nays: None*

Schmuckal asked to advertise in the paper for an Administrative Assistant with a deadline for Wednesday, June 19th.

Schmuckal moved and Duell supported to hire Derek Morton for the Code Enforcement Officer for the Township.

*Yeas: Schmuckal, Duell, Agostinelli, McManus, Blood Law, Walters, Korn
Nays: None*

d. Clerk's Report (6:25)

McManus submitted her report in writing and explained how trustees are paid for their time attending various meetings.

e. Supervisor's Report (6:28)

Supervisor Korn said that new state rules about copper and lead will result in more expense to run a water system. A permit was finally received to move the sewer and water lines to place a drain in Cass Road. The new water tank will go online on June 12th. The pickleball courts at

Logan's Landing are not complete yet due to subcontractor issues and the Audio/Visual systems at the township are close to being completed.

7. Unfinished Business

a. Updated Articles of Incorporation of the Grand Traverse Metro Emergency Services Authority (6:34)

Changes have been approved by all attorneys.

Duell moved and Walters seconded to adopt the updated Articles of Incorporation of the Grand Traverse Metro Emergency Services Authority.

*Yeas: Duell, Walters, Schmuckal, Agostinelli, McManus, Korn
Nays: Blood Law*

b. Continued discussion of Resolution 2019-06-T, Township Trustees Salary (6:37)

The board discussed trustee compensation and meetings and talked about the word "requested" that appears in the adopted Resolution. Language and wording of the resolution was discussed.

Schmuckal moved and Agostinelli seconded to amend Resolution 2019-06-T to add language stating that "trustees attending a non-decision making meeting, educational meeting or informational meeting for the benefit of the township may receive \$50."

*Yeas: Schmuckal, Agostinelli, Walters, Duell, McManus, Blood Law, Korn
Nays: None*

The revised resolution will be considered at the next regular meeting.

8. New Business

a. Consideration of reappointing Molly Agostinelli to the City of Traverse City and Charter Township of Garfield Recreational Authority (7:07)

Duell moved and Walters seconded THAT Molly Agostinelli be reappointed to the City of Traverse City and Charter Township of Garfield Recreational Authority for a three year term expiring on June 30, 2022 pending submission of a completed application.

Yeas: Duell, Walters, McManus, Agostinelli, Blood Law, Schmuckal, Korn

b. PD 2019-65 Township Board Strategic Plan Proposal

Planner John Sych proposed to guide the board through a strategic plan process. He reviewed the purpose of a strategic plan and the process and analysis that the board may undertake. The board discussed the proposed strategic planning process.

Schmuckal moved and Duell seconded THAT the Township Planning Director is directed to facilitate a strategic planning process and that the start of the regularly scheduled meeting of the Township Board of June 25, 2019 be moved to 5:30pm.

*Yeas: Schmuckal, Duell, Walters, Agostinelli, Blood Law, McManus, Korn
Nays: None*

c. Requesting a motion to have the Supervisor send a letter of concurrence regarding special traffic orders to Grand Traverse County Road Commission. (7:26)

Schmuckal moved and Duell seconded to have the Supervisor send a letter of concurrence regarding special traffic orders to Grand Traverse County Road Commission.

*Yeas: Schmuckal, Duell, Walters, Agostinelli, McManus, Blood Law, Korn
Nays: None*

9. Public Comment (7:32)

Trevor Tkach representing the Ironman race appreciates the board getting on board with the race.

Joel Gaff Jr. echoed sentiments regarding the Ironman Race.

Tom Cash of Garfield commented on the traffic light at Keystone and Birmley.

10. Other Business (7:34)

Board members discussed vehicles parked in the Walmart lot.

US 31 was resurfaced in record time and was organized very well.

11. Adjournment

Korn adjourned the meeting at 7:37pm.

Chuck Korn, Supervisor
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49684

Lanie McManus, Clerk
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49684



Engineering
Surveying
Testing &
Operations

123 West Front Street
Traverse City, Michigan 49684
231 946 5874 (P)
231 946 3703 (F)

June 20, 2019

**SUMMARY OF BILLINGS FOR APPROVAL
FROM GARFIELD TOWNSHIP**

I. Developer's Escrow Fund

A. Utility Plan Review, Oversight & Closeout

1. Engineering services for plan review and construction services. Traditions at Ashland Park			
Project# 17088 Invoice No. 17088010			465.00
2. Engineering consulting services for water main review and construction services. Contractors Drive			
Project# 17327 Invoice No. 1732706			1,247.00
3. Engineering consulting services for plan review, permit assistance and construction services. The Ridges at 45, Phase 3/4			
Project# 17357 Invoice No. 1735710			375.62
4. Engineering consulting services for plan, permit review and construction services. Windy Hills			
Project# 18032 Invoice No. 1803208			1,650.00
5. Engineering consulting services for plan review and construction services. The Crown - Phase III Water and Sewer Extension, Escrow #701-000-214-872			
Project# 18419 Invoice No. 1841903			1,274.42
		Total	<u>5,012.04</u>
	Total Developer's Escrow Fund		<u><u>5,012.04</u></u>

II. Utility Receiving Fund

1. Engineering consulting services. Cass Road Drainage District Improvements			
Project# 19029C Invoice No. 19029312			1,397.50
2. Engineering consulting services. Township Hall Sidewalk Melt System - Boiler Replacement RFP			
Project# 19029C Invoice No. 19029315			260.00
3. Engineering consulting services. Siphon Evaluation, Pump Station #6 Flow Evaluation			
Project# 19029C Invoice No. 19029313			327.75
4. Engineering consulting services. Jefferson & Front Street, Water Service Extension Evaluation			
Project# 19029C Invoice No. 19029314			260.00
		Total Utility Receiving Fund	<u>2,245.25</u>

III. Park Funds / DNR Trust Fund

1. Engineering, survey and construction consulting services for Boardman Valley Nature Preserve - DNR Trust Fund Grant			
Project# 17277 Invoice No. 1727704			214.00
2. Engineering consulting services for Silver Lake Park Improvements, Parking Lot Expansion at Metro #12, Trail, Sidewalk Extensions and Well House Enclosure			
Project# 19029C Invoice No. 19029316			1,027.50
		Total Park Funds / DNR Trust Fund	<u>1,241.50</u>

GRAND TOTAL \$8,498.79

Invoice

Gourdie-Fraser, Inc.
 123 West Front Street, Suite A
 Traverse City, MI 49684
 Phone: 231-946-5874, Fax: 231-946-9634
 VISA/MASTERCARD Accepted, Due Upon Receipt
 A/R email: melanie@gfa.tc

MR CHUCK KORN
 CHARTER TWP OF GARFIELD
 3848 VETERANS DR
 TRAVERSE CITY, MI 49684

June 20, 2019
 Project No: 17088
 Invoice No: 1708810

Re: Traditions at Ashland Park (Escrow Account)

Services Performed: Engineering plan review, construction administration, full time on site inspections, and project turnover for the water main and sanitary sewer extension as detailed in escrow letter dated March 27, 2017, \$17,500.

*Additional Escrow Requests:

1. Additional sewer along Umber Drive per email dated 6/6/18. \$10,000.
2. Water main installation along Umber Drive as detailed in escrow letter dated 10/4/18 \$5,000.
3. Water main & sanitary sewer along Rusch & Garfield Roads as detailed in escrow letter dated 3/28/19 \$18,500.

Project Location: Rusch and Garfield Road intersection, Traverse City, Garfield Township, Grand Traverse County, Michigan.

Professional Services from May 12, 2019 to June 15, 2019
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Plan Reivew/Permit Assistance	2,500.00	100.00	2,500.00	2,500.00	0.00
Construction Observation/Inspection	14,000.00	100.00	14,000.00	14,000.00	0.00
*1 Observation/Inspection	9,500.00	100.00	9,500.00	9,500.00	0.00
*2 Observation/Inspection	4,500.00	100.00	4,500.00	4,500.00	0.00
*3 Observation/Inspection	15,500.00	68.00	10,540.00	10,075.00	465.00
Const. Admin/Project Turnover	1,000.00	100.00	1,000.00	1,000.00	0.00
*3 Admin/Project Turnover	2,000.00	0.00	0.00	0.00	0.00
*1 Record Drawings & Reports	500.00	100.00	500.00	500.00	0.00
*2 Record Drawings & Reports	500.00	100.00	500.00	500.00	0.00
*3 Record Drawings & Reports	1,000.00	0.00	0.00	0.00	0.00
Total Fee	51,000.00		43,040.00	42,575.00	465.00

Project	17088	GARFIELD/PLN REVIEW,CO ADM,CM/TRADITI/GT	Invoice	1708810
		Total Fee		465.00
			Total this Invoice	\$465.00

Invoice

Gourdie-Fraser, Inc.
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MR CHUCK KORN
 CHARTER TWP OF GARFIELD
 3848 VETERANS DR
 TRAVERSE CITY, MI 49684

June 20, 2019
 Project No: 17327
 Invoice No: 1732706

Re: Contractors Drive - Watermain Extension

Services Performed: Engineering services for plan review of the water main extension, construction administration, inspection, material testing and project turnover as detailed in proposal letter dated 08/30/17.

*Additional Services:

1. Full time on site inspection for water main extension to service the proposed land division along Contractors Drive off Molon Drive (Cass Road). Estimated fee for an additional approximate 7 days of construction, 55 hours per letter dated 04/15/19

Project Location: Along Contractors Drive off Molon Drive (Cass Road), Garfield Township, Grand Traverse County, Michigan.

Professional Services from May 12, 2019 to June 15, 2019
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineering Plan Review	1,500.00	100.00	1,500.00	1,500.00	0.00
Construction Inspection	5,400.00	100.00	5,400.00	5,400.00	0.00
*1. Construction Inspection	4,300.00	100.00	4,300.00	3,053.00	1,247.00
Project Turnover	500.00	0.00	0.00	0.00	0.00
Total Fee	11,700.00		11,200.00	9,953.00	1,247.00
Total Fee					1,247.00
Total this Invoice					\$1,247.00

Invoice

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MR CHUCK KORN
 CHARTER TWP OF GARFIELD
 3848 VETERANS DR
 TRAVERSE CITY, MI 49684

June 20, 2019
 Project No: 17357
 Invoice No: 1735710

Re: The Ridges at 45, Phase 3/4

Services Performed: Engineering and construction services for plan review, construction observation/materials testing, review of record drawings and project turnover documentation for approximately 300 linear feet of 8" water main and 800 linear feet of 8" sanitary sewer extensions to services three additional multi unit buildings.

*Includes additional services 01/18/18 to add 600' water main and 300' sewer to services Phase 4.

**Fee to balance the final inspection fee per 03/12/19 email \$1982.50

Project Location: Intersection of Hammond Road along Lafranier Road, Traverse City, Garfield Township, Grand Traverse County, Michigan.

Professional Services from May 12, 2019 to June 15, 2019
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineer Plan Review	2,750.00	100.00	2,750.00	2,750.00	0.00
Construction Oversight	10,850.00	100.00	10,850.00	10,850.00	0.00
*Construction Oversight (Add'l Services)	5,000.00	100.00	5,000.00	5,000.00	0.00
**Final Insepction Fees (Add'l Services)	1,982.50	100.00	1,982.50	1,606.88	375.62
Record Drawings Review/Turnover	1,500.00	34.00	510.00	510.00	0.00
Total Fee	22,082.50		21,092.50	20,716.88	375.62
Total Fee					375.62
Total this Invoice					\$375.62

Invoice

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 Traverse City, MI 49684
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MR CHUCK KORN
 CHARTER TWP OF GARFIELD
 3848 VETERANS DR
 TRAVERSE CITY, MI 49684

June 20, 2019
 Project No: 18032
 Invoice No: 1803208

Re: Windy Hills, Phase I

Services Performed: Engineering services for plan and permit application review, construction over sight and project close out for the water main and sanitary sewer extension to service the development location on Herkner Road as detailed in escrow letter dated February 1, 2018. \$15,250.

*Additional Escrow Requests:

1. As detailed in amended escrow letter dated 11/06/18 to include Phase I only. \$2,500.

Professional Services from May 12, 2019 to June 15, 2019

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineer Review	6,500.00	100.00	6,500.00	6,500.00	0.00
*1 Engineer Review	2,250.00	100.00	2,250.00	2,250.00	0.00
Construction Observation	7,500.00	43.00	3,225.00	1,575.00	1,650.00
Project Close Out	1,250.00	0.00	0.00	0.00	0.00
*1 Project Close Out	250.00	0.00	0.00	0.00	0.00
Total Fee	17,750.00		11,975.00	10,325.00	1,650.00
Total Fee					1,650.00
Total this Invoice					\$1,650.00

Invoice

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MR CHUCK KORN
 CHARTER TWP OF GARFIELD
 3848 VETERANS DR
 TRAVERSE CITY, MI 49684

June 20, 2019
 Project No: 18419
 Invoice No: 1841903

Re: The Crown, Phase III - Water and Sewer Extension

Services Performed:

1. Engineering services for meeting with development engineer, plan review and Act 399 and Part 41 permit assistance for the water and sewer extension.
2. Construction observation and oversight for the water main and sanitary sewer extension.
4. Project turnover for review drawings and easements, review of close out and turnover documents to township.

Project Location: West Crown Drive, Traverse City

Professional Services from March 3, 2019 to June 15, 2019
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineer Review	3,500.00	100.00	3,500.00	3,500.00	0.00
Construction Observation/Oversight	6,120.00	20.00	1,224.00	0.00	1,224.00
Project Close Out/Turnover	1,000.00	0.00	0.00	0.00	0.00
Total Fee	10,620.00		4,724.00	3,500.00	1,224.00
Total Fee					1,224.00

Reimbursable Expenses

UNITED PARCEL SERVICE					
3/18/2019	UNITED PARCEL SERVICE	MDEQ/WATER SUPPLY/JAMIE WADE PE		25.89	
3/18/2019	UNITED PARCEL SERVICE	MDEQ/WATER RESOURCES DIVISION/DONALD BRADY		24.53	
Total Reimbursables				50.42	50.42
Total this Invoice					\$1,274.42

Invoice

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123 West Front Street, Suite A
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MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

June 20, 2019
Project No: 19029C
Invoice No: 19029312

Re: Cass Road Drainage Project

Services Performed: Engineering services for 6th plan review related to water and sewer impacts, assistance with plan revisions and technical specifications to obtain a Part 41 and Act 399 water and sewer permit. Additional services included monthly meeting attendance with Chuck Korn and Steve Largent on project status, inspection services, schedules and review of easements as prepared by Grand Traverse County Drain Commission engineer for use of township property for use as drain and storm water that is located along Miller Creek.

Professional Services from May 12, 2019 to June 15, 2019

Professional Personnel

	Hours	Rate	Amount	
Project Manager Assistant	1.50	65.00	97.50	
Sr. Project Manager	10.00	130.00	1,300.00	
Totals	11.50		1,397.50	
Total Labor				1,397.50
		Total this Invoice		\$1,397.50



Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
VISA/MASTERCARD Accepted, Due Upon Receipt
A/R email: melanie@gfa.tc

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

June 20, 2019
Project No: 19029C
Invoice No: 19029315

Re: Township Hall Sidewalk Melt System, Boiler Replacement Request for Proposal (RFP)

Services Performed: Engineering services for shop drawing review and site visit.

Professional Services from June 12, 2019 to June 15, 2019

Professional Personnel

	Hours	Rate	Amount	
Sr. Project Manager	2.00	130.00	260.00	
Totals	2.00		260.00	
Total Labor				260.00
		Total this Invoice		\$260.00



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MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

June 20, 2019
Project No: 19029C
Invoice No: 19029313

Re: Siphon Evaluation, Pump Station #6 Flow Evaluation

Services Performed: Services incurred from Top Line Electric (DPW integrator) to tabulate historical flow data to determine impact to siphon and rerouting of flows to pump station #2.

Professional Services from June 1, 2018 to June 15, 2019

Consultants

Mechanical Electrical				
2/20/2019	TOP LINE ELECTRIC LLC	SCADA/PS#6,2,1 SEWER FLOW DATA COLLECTION JUN-AUG 2018	327.75	
	Total Consultants		327.75	327.75
		Total this Invoice		\$327.75



Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
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VISA/MASTERCARD Accepted, Due Upon Receipt
A/R email: melanie@gfa.tc

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

June 20, 2019
Project No: 19029C
Invoice No: 19029314

Re: Jefferson and Front Street, Water Service Extension

Services Performed: Engineering services for evaluation of ability to extend water service to residents on respective streets. Services include record drawing research and preliminary cost estimates

Professional Services from June 12, 2019 to June 15, 2019

Professional Personnel

	Hours	Rate	Amount	
Sr. Project Manager	2.00	130.00	260.00	
Totals	2.00		260.00	
Total Labor				260.00
		Total this Invoice		\$260.00



Invoice

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A/R email: melanie@gfa.tc

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

June 20, 2019
Project No: 17277
Invoice No: 1727704

Re: Boardman Valley Nature Preserve, DNR Trust Fund Grant

Services Performed: Construction administration, staking and observation/oversight for site improvements.

Project Location: Traverse City, Garfield Township, Grand Traverse County, Michigan.

Professional Services from July 15, 2018 to June 15, 2019
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Construction Observation/Inspection	3,200.00	100.00	3,200.00	3,136.00	64.00
Construction Administration	1,500.00	100.00	1,500.00	1,350.00	150.00
Construction Staking	2,200.00	100.00	2,200.00	2,200.00	0.00
Total Fee	6,900.00		6,900.00	6,686.00	214.00
		Total Fee			214.00
				Total this Invoice	\$214.00



Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
VISA/MASTERCARD Accepted, Due Upon Receipt
A/R email: melanie@gfa.tc

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

June 20, 2019
Project No: 19029C
Invoice No: 19029316

Re: Silver Lake Park Improvements - Parking Lot Expansion at Metro #12, Trail, Sidewalk Extensions and Well House Enclosure

Services Performed: Engineering services for site visit, township board meeting presentations, meeting with Metro on layout for parking, revised final cost estimate and site layout.

Professional Services from June 12, 2019 to June 15, 2019


Professional Personnel

	Hours	Rate	Amount	
Sr. Project Manager	4.00	130.00	520.00	
Design CAD Technician III	2.00	85.00	170.00	
Marketing Coordinator	4.50	75.00	337.50	
Totals	10.50		1,027.50	
Total Labor				1,027.50
		Total this Invoice		\$1,027.50

MTT Update
Prepared for Garfield Twp Board

Docket #	Parcel No(s)	Owner	Property Address	Year(s) in Contention	Assessor's Values		Petitioner's Values		Value Differences		Status Notes	ACTUAL		
					Assessed	Taxable	Assessed	Taxable	Assessed	Taxable		Twp Millage Loss	METRO Millage Loss	
1 19-001777	014-049-01	Cherrymart Associates LLC	1712 S Garfield Ave frmr Knarrt	2019	\$ 1,211,500	\$ 898,542	\$ 545,000	\$ 545,000	(\$ 666,500)	\$ (353,542)	6/10/19 Found petition online. -39% 6/13/19 Answered			
2 18-001500	016-032-40	American Multi-Cinema, Inc	3825 Marketplace Cir	2018	Pre-hearing General Call: Apr 1-15, 2020	\$ 4,268,900	\$ 4,268,900	\$ 3,365,406	\$ 3,365,406	(\$ 903,494)	\$ (903,494)	15/16/19 Rec'd calculations for their value, working on review and calculating ours based on data available. -21%		
					Pre-hearing General Call: Sept 16-30, 2019	\$ 6,874,300	\$ 4,221,132	\$ 3,529,419	\$ 3,529,419	(\$ 3,344,881)	\$ (691,713)	6/14/19 Rec'd Order to add 2019. -49% -16%		
3 19-000920	021-015-10	Alport 31, LLC	3450 W South Airport frmr MC Sports bldg	2019	\$ 1,290,500	\$ 1,280,000	\$ 800,000	\$ 800,000	(\$ 490,500)	\$ (480,000)	5/30/19 Answered -38%			
4 18-002330	021-024-00	Ireland LLC	2825 N US 31 South Belle Tire	2018	Pre-hearing General Call: Apr 1-15, 2020	\$ 769,900	\$ 769,900	\$ 421,800	\$ 421,800	(\$ 348,100)	\$ (348,100)	15/28/19 Rec'd order of Dismissal -45%		
					WITHDRAWN	\$ 3,557,400	\$ 3,557,400	\$ 1,912,500	\$ 1,912,500	(\$ 1,644,900)	\$ (1,644,900)	5/30/19 Answered -46%		
5 19-000911	022-009-10	Home Depot USA, Inc	2522 Crossing Cir	2019	\$ 3,557,400	\$ 3,557,400	\$ 1,912,500	\$ 1,912,500	(\$ 1,644,900)	\$ (1,644,900)	5/30/19 Answered -46%			
2018 TOTALS:					\$ 5,038,800	\$ 5,038,800	\$ 3,787,206	\$ 3,787,206	(\$ 1,251,594)	\$ (1,251,594)				
2019 TOTALS:					\$ 12,933,700	\$ 9,957,074	\$ 6,786,919	\$ 6,786,919	(\$ 6,146,781)	\$ (3,170,155)				
SETTLED VALUES:					2018									
					2019									
					2018						Garfield Potential Tax Loss			
					2019									
					2018						ACTUAL TWP TAX LOSS			
					2019									
GRAND TOTAL											\$	\$		

4. c.

 Charter Township of Garfield Planning Department Report No. 2019-67			
Prepared:	June 18, 2019	Pages:	Page 1 of 1
Meeting:	June 25, 2019	Attachments:	<input type="checkbox"/>
Subject:	Reappointment of Carol Hale to Joint Planning Commission		

PURPOSE:

This report is intended to advise the Garfield Township Board of current appointment status to the Joint Planning Commission for the Grand Traverse Commons and request an appointment in accordance with the terms of the agreement between the City of Traverse City and Garfield Township.

BACKGROUND:

In accordance with adopted procedures, both the City and Township appoint two active members of their respective Planning Commissions to the Joint Planning Commission and both jointly appoint a member to serve as the 5th Commissioner to the Joint Planning Commission.

Mrs. Carol Hale is currently the jointly appointed member to the Joint Planning Commission. Mrs. Hale’s appointment expired on May 14, 2019. Mrs. Hale has long served as a valued member of the Joint Planning Commission and has expressed interest to serve another 3 year term. The Traverse City Commission approved the reappointment of Mrs. Hale on June 17.

Staff supports and recommends the reappointment of Mrs. Hale to a new 3-year term.

ACTION REQUESTED:

THAT the Garfield Township Board reappoint Carol Hale to the City of Traverse City and Garfield Township Joint Planning Commission for a 3 year term expiring in 2022.

For Volunteer Boards and Commissions

Purpose:

To establish a uniform method of appointing members to various Garfield Township boards and/or commissions. To provide a clear outline for the Township Board and citizens to follow when applying and approving appointments. And, to seek out highly qualified individuals representing diverse cross-sections of our community to serve as members of these boards and/or commissions.

Summary of Policy:

By state statute, members of the Planning Commission and Zoning Board of Appeals are appointed by the Township Supervisor with the Township Board of Trustee's approval. This policy will also be used for the Building Committee, Board of Review, Fire Board, Park Board, Recreation Board, Personnel Committee, and any other related committees required for the operation of the Township. Any situation not covered by this Board Appointment Policy shall be determined by Roberts Rules of Order, 2nd Edition.

Recruitment and Application Process:

1. The township supervisor - or designee - shall notify all members of boards and commissions ninety (90) days prior to the expiration of their term that he/she must submit a letter or email to the appropriate department head stating he/she wishes to be considered for reappointment.
2. A public notice will be placed in one or more conspicuous locations at the town hall, on the township website and through the most effective advertising tools available, ninety (90) days prior to the expiration of said terms, specifying the vacancies for all boards and/or commissions that are to expire. The notice will set forth the application process and deadlines. Said application will be available on the website or by contacting the township clerk.
3. To be eligible and considered for appointment to a board or commission, applications must be complete and filed with the township clerk sixty (60) days preceding the beginning of the appointment term. If no applications are received, or applicants lack the necessary background or qualifications, the Selection Committee will be responsible for seeking out qualified applicants.

Selection and Appointments:

Selection committee(s) is made up of the overseeing department head, township supervisor and current board chair will be responsible for reviewing and considering all applications received, and determining whether other applicants should be considered based on the skill set required for the particular board or commission. All applications even those not chosen by the Selection Committee will be available for review. The Selection Committee will review each ordinance requirements to make sure that they are in compliance to timelines and requirements related to appointment and terms.

Following review by the selection committee(s), the applications of those deemed most qualified and meeting the specific requirements for the particular board or commission shall be submitted to the township board for review not less than two weeks before the regular board meeting at which the appointments are announced.

Township board members may actively participate in the selection process through review of the selection committee recommendations. The township board will strive to achieve a diverse balance of appointees that cover the range of qualifications and perspectives for each board or commission. Township board members will consider the specific qualifications for each board or commission, and the experiences of each applicant. The board may conduct a work session to interview or discuss specific candidates, and may vote on the slate of appointments at the work session. In the event a work session is not necessary, the board shall vote on the slate of appointments at the 1st regular board meeting in December.

All applicants will be notified in writing within seven (7) business days of the board's decision. Applicants not selected and/or applications received after October 30th will be kept on file and considered when other vacancies arise.

Board Appointment Policy (amended)

Approved June 26, 2018

9. Do you foresee any potential Conflicts of Interest while executing the Duties of this Position ? If so explain.

No

10.) Please explain why you would like to be on this Board, Commission or Committee?

Continuing interest - since 1976

I hereby apply for appointment to JT Planning Comm.

(Name of Board or Commission)

And I acknowledge that:

1. If appointed, I will comply with all Statutory and other requirements and obligations of my appointment;
2. If I cease to comply with such requirements, I automatically forfeit said appointed position;
3. I hold no position or appointment which is a conflict of interest with the appointed position applied for. Should a conflict of interest arise, I will promptly inform the board or commission.
 - a. I shall inform the department head/staff prior to any meeting at which I have a possible conflict of interest that may restrict my participation in said meeting;
 - b. I will always avoid the appearance of conflict between public duties and personal interests and activities in all township public forums, pursuant to state law and township policies;and
 - c. I will not allow my personal relationships or views to affect my responsibilities to the residents I represent;
4. As a public officer (servant), I shall not engage in a business transaction with or contractual relationship to any board or commission that I am on, in which [as a public officer] I may profit from, according to MCL 15.322 Public Act 317 of 1968, Contracts of Public Servants with Public Entities;
5. To the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking; and
6. If appointed, I am committed to attend all duly noticed board or commission meetings. In the event I am not able to attend a scheduled meeting I will notify the chairman of my absence to allow them enough time to notify an alternate member to attend.

I agree and understand the responsibilities of accepting this position.

Board Appointment: JT PLANNING COMM.

Carol G. Hale
(Signature)

6-4-19
(Date)

Engineering Report / Construction Update

June 19, 2019

I. Water Projects

Northwest Service District – Water System Improvements

Status below:

Division I: DN Tanks has completed the construction of the tank and was issued a time extension to finalize testing in the spring 2019 as was not possible due to frozen soil conditions. Original testing was delayed due as a result of small leak found in piping which was repaired by Subcontractor. Tank testing was completed successfully and DN Tanks has met their contractual obligations. Chlorine residuals in the tank due to testing were slightly elevated so waiting for them to degrade before placing tank online and water into system. Expected to occur this next week.

Division II: Project was completed and accepted (utilities turned over) by Township. Currently working with Elmers and Road Commission on outstanding punchlist items with respect to Heritage Way SAD.

Division III: Booster Station / Mechanical Upgrade design is 75% complete and expected to be finalized in March. Project is slated to be bid in June with a late summer construction. Upon completion, the abandonment of three (3) booster station will occur, area overall will experience 5-10 psi increase in pressure and west side of town will be serviced from the new tank rather than directly from the city.

US31 / 37 Water Pressure Issues

This area historically experiences low pressure and fire suppression difficulties, specifically Cracker Barrel / Sam's Club. Water that services this area is from McCrea groundwater tank which services the US31/ 37 corridor by gravity and controlled by Pressure Control Valves to maintain pressures less than 80 psi. McCrea PRV has been proposed to be relocated to address this pocket of low pressure in past water studies and capital improvement plans. Recent interest in development in this vicinity have initiated reviews / consideration to complete this work item. Township board approved GFA contract last month to provide design, permitting and construction / installation of PRV. Project is underway with anticipation to bid in June with fall construction.

II. Sewer Projects

SAW Grant – US 31 Siphon Flow Monitoring

Township board approved recommendations in report at September 26th 2017 meeting. GFA coordinated with the DPW to initiate operations change. Siphon continues to be monitored with increase in growth and permits on west side of town as a capacity restriction exists based upon study results. In March, flows were rerouted to Pump Stations #2 at logans landing from Pump Station #6 at Applebees to alleviate the capacity at the siphon. DPW has been monitoring and discharge has been going well without incident. A need for a pump station may be more imminent to bypass siphon as it

continues to present both a maintenance issue and capacity restriction but for the time being, the bypass of flows is working well and DEQ has accepted and permitting new development on west side of town.

III. General Utilities

Sewer / Water City Contracts

GFA continues to assist the Township on the proposed Lafranier Water Tank Rehabilitation Project that the City is conducting. Project has been reviewed and approved for storm water and utility compliance with Township Ordinances (subject to conditions). The evaluation of the new tank being a benefit to the existing Townships' infrastructure has been disputed by the Township and many discussions with the City, DEQ and Township have occurred over the past couple years. Restrictions exist for the area serviced by Garfield Booster Station #7 which currently is limited to provide supply to 150 benefits. Based upon a recent meeting with DEQ, there is a potential for the new tank the City is constructing to benefit the Township and ability to eliminate the need / requirement to install a tank on the southeast side of the Township for Traditions and allow for excess of 150 benefits. Township and GFA are coordinating with City on specifics of operations, ability to initiate and costs. New tank is slated to go online soon and rehabilitation of old tank to occur late fall this year.

Water Reliability Study

GFA completed the last study in 2012 and are to be completed every 5 years. GFA had requested a time extension from DEQ awaiting completion of work on Northwest side of town. With growth and interest to extend system to Olesons / Meadowlane and need for tank to service Traditions, DEQ has requested GFA complete a mini study for each service area (there are 5). This would include flow data and capacity assessment of existing infrastructure. GFA is currently in process of preparing. A complete water study including hydraulic can be completed in future at a dated to be determined.

GIS Mapping

GFA has been working with the DPW to create an asset management program for the Township with respect to the Water and sewer Infrastructure. The 1st step of this process which includes creation of a GIS map that includes all record drawing information has been completed. GFA / DPW are now pursuing forward to inventory major and minor assets and GPS the locations of each.

The BPW was awarded the CGAP grant as offered by the Michigan Dept of Treasury. This grant promotes collaboration of communities and efficiency in government. The funds covered 75% of the expenses including equipment (GPS handheld).

Drainage District Improvements / Cass Road 20" Watermain (exposed)

GFA continues to assist the Drain Commission and Township. Revisions submitted to GFA to complete 6th review and assistance with applying for both DEQ Act 399 (water) DEQ Part 41 (sewer) permits as the project will require relocation of some of this piping to address conflicts with the new storm sewer. Permits for the drain crossing have been approved by the DEQ. Bidding is proposed for June 2019 with some work completed this year and majority in 2020.

Water Service Expansion

Southwest Part of Township: Olesons Development have initiated and expressed an interest to partner to facilitate the extension of municipal watermain to service the respective developments. GFA has prepared budgetary cost estimates for various options to provide access to water service to the southwest side of the township which currently does not exist (terminates at McCrae / US-37). No status update since November 2018

West (Long Lake Township): Two (2) Developments off Gray Road have initiated and expressed an interest to partner to facilitate the extension of municipal watermain to service them GFA has prepared budgetary cost estimates to provide access to water. No status update since November 2018

IV. Parks & Recreation

Boardman Valley Nature Preserve Site Improvements

GFA contract was approved to provide construction administration, testing, survey and closeout services at the July 2017 meeting. Contracts have been awarded to three (3) contractors for each division and a preconstruction meeting was held in March. Project was scheduled to start in May however there were several contractor delays and started 2 months behind schedule. Status:

MLP Contractor – Kayak Work Completed and Project Closed out

Elmers – Punchlist Items and final paint coatings on courts to be completed. A time extension was issued due to weather conditions to allow completion of project in late spring 2019. Awaiting schedule from Elmer's.

G&J- Restoration completed and project closed out. G&J to be onsite this month to complete additional restoration for areas that did not germinate.

Silver Lake Recreation Area Upgrades / Metro Station 12- Additional Parking

GFA was requested to assist the Township with evaluating ability to provide additional parking at the Fire Station. Two (2) options were provided including illustrations and price for discussion at April meeting. Based upon conflicts identified by Metro Fire a 3rd option is proposed and is included in board packet for discussion at this meeting. In addition, it was requested review and estimates be provided to include wellhouse structure and sidewalk extensions to the scope of project for board review and consideration. These upgrades were part of the Parks/ Rec Committees 2019 Capitol Improvement Plan. Township board approved GFA contract last month to provide design, permitting and construction oversight of project. Project is underway with anticipation to bid in July with fall construction.

Utility Plan Reviews

Ridges at 45- Phase 3/4

GFA is representing the Township in full time construction oversight / closeout. All utilities have been installed and GFA is working with applicant on DPW walkthrough and turnover documents.

Contractors Drive (Cass Road)

GFA is representing the Township in full time construction oversight / closeout. All utilities have been installed and GFA is working with applicant on DPW walkthrough and turnover documents.

Windy Hills (60 Acre Herkner Parcel)

Construction is underway. GFA is provided as needed construction oversight.

Ashland Park - Phase 2 & 3

Plan review has been completed by GFA and submitted to DEQ for permits. Once received, construction will commence.

Fox Run

Plans have been approved and am in receipt of all DEQ permits. GFA will be providing as needed construction oversight. Some challenges to access connection to existing gravity sewer have presented themselves and reviewing with developer options on methods to connect.

Eaglehurst Development – Phase II

GFA will be providing full time inspection and spring 2019 construction anticipated. Project is being funded by Garfield Township through lateral charges. Project was bid and awarded to Alpers at April Meeting. GFA preparing contracts and will initiate preconstruction meeting in near future.

Crown – Phase III

GFA finalized plan review and DEQ permits have been approved. GFA will be providing as needed construction oversight and spring 2019 construction anticipated.

Chelsea Park – West

Final phase proposed and submitted to GFA to establish escrow fee to begin plan review.

V. 2019 Storm Water & Private Road Plan Reviews

Crown Phase III - Private Road Review	Approved with submitted Revisions
Crown Phase III - SW Review	Approved (final plans with permit and revisions to be submitted to Twp)
Jonkoff Crematorium	Rescinded
Elmers Storage Building - 2nd Addition	Approved (final plans and SESC permit to be submitted to Twp)
MacAllister Rentals	Approved (final plans with permit and revisions to be submitted to Twp)
SKF Land Company - Bay Masonry	Approved (final plans with permit and revisions to be submitted to Twp)
1349 Trade Centre Dr, Broad Rentals	Approved (final plans with permit and revisions to be submitted to Twp)
3663 North Country - Surgery Center	Approved (final plans with permit and revisions to be submitted to Twp)
613 Eta Lane	Approved (final plans with permit and revisions to be submitted to Twp)

GTMESA
June 2019 Operations Report

Training with the MSP Meth Unit. Lt Drewery and AC Apostal attended the state police annual hazardous materials training. This was held at Otsego EMS and gave us a chance to chat with local troopers on ways to work together in the future when clandestine drug labs may be encountered.

May 24 – Lake Pointe Apts, Garfield – Alert dispatchers sent the sheriffs department to a medical call with Metro and NF crews. Upon arrival a resident of the apartment started arguing and striking the sheriff's deputy. Crews were able to safely remove the patient that required transport and the intoxicated subject was arrested.

May 29 – Wild Juniper Lane, Acme – A resident was attempting to make a repair on his roof when he sprained his ankle badly. Station 1 and 8 crews lowered the man to the ground in a Stokes basket and help finish his minor flashing repair.

June 4 – Hammond Rd, Garfield – Three people suffered injuries when a young child on a golf cart inadvertently stepped on the gas pedal. This caused the golf cart to hit and pin the three victims against a piece of farming equipment. NF transported two and EB was called in to transport the third.

June 8 – Wemple Rd, East Bay – A homeowner decided to collect and ignite the white pollen that had collected around his home. After igniting the fire got away from his fire pit area and ignited other spot fires that crews extinguished. A neighbor's home suffered damage from one of the spot fires.

June 16 – Holiday Pines, Acme – A pedestal fan malfunctioned and started on fire. The fan fell onto a brick fireplace hearth and was contained to the area since there were no other combustible materials nearby. The damaged drywall was removed and disposed of and windows open to air out the residence.

Mutual Aid

Responded to another department:

May 21 – Long Lake for residential fire, Tanker 12 and one firefighter for two hours.

June 1 – Whitewater for vehicle crash with entrapment. NF 8 responded from Station 8 to M72 and Elk Lake Rd for a vehicle crash as a backup to MMR. Upon arrival NF 8 found no fire units on scene and had patients trapped in a vehicle. Engine 8 responded to extricate patients. Engine 8 was on scene for 40 minutes.

June 7 – Paradise for grocery store fire, Truck 1 and two firefighters, canceled while responding.


Metro requested:

Fractile Response Times

Company IS NORTH FLIGHT INC; AND Trip Date IS BETWEEN 05/01/2019 AND 05/31/2019; AND Call Types IS Prehospital; AND Initial Priorities IS P - 1, Lights and Sirens; AND Response Zone IS GARFIELD TWSP-28

Response Time Minutes	Call Count	Cumulative Call Count	Percentage of Total Calls	Cumulative Percentage
<i>Negative Times</i>	2	2	2.00%	2%
<i>01:00 - 01:59</i>	1	3	1.00%	3%
<i>02:00 - 02:59</i>	8	11	7.00%	9%
<i>03:00 - 03:59</i>	18	29	15.00%	25%
<i>04:00 - 04:59</i>	17	46	14.00%	39%
<i>05:00 - 05:59</i>	27	73	23.00%	62%
<i>06:00 - 06:59</i>	12	85	10.00%	72%
<i>07:00 - 07:59</i>	11	96	9.00%	81%
<i>08:00 - 08:59</i>	10	106	8.00%	90%
<i>09:00 - 09:59</i>	6	112	5.00%	95%
<i>10:00 - 10:59</i>	5	117	4.00%	99%
<i>11:00 - 11:59</i>	1	118	1.00%	100%
Total Calls:	118			

7. c.

 Charter Township of Garfield Planning Department Report No. 2019-69			
Prepared:	June 13, 2019	Pages:	8
Meeting:	June 25, 2019 Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	Harris Hills Site Condominium R-2 Rezoning-Public Hearing/Findings of Fact		
File No.	Z-2019-01	Parcel Nos.	05-008-022-02 & 007-021-00
Owner:	Tim and Lisa Schaub		
Agent:	Jesse Mitchell, Bob Mitchell & Associates		

PURPOSE OF APPLICATION:

The application requests to rezone approximately 20 acres of land from the A - Agricultural zoning district to the R-2 One and Two Family Residential district via zoning Map Amendment, without restriction.

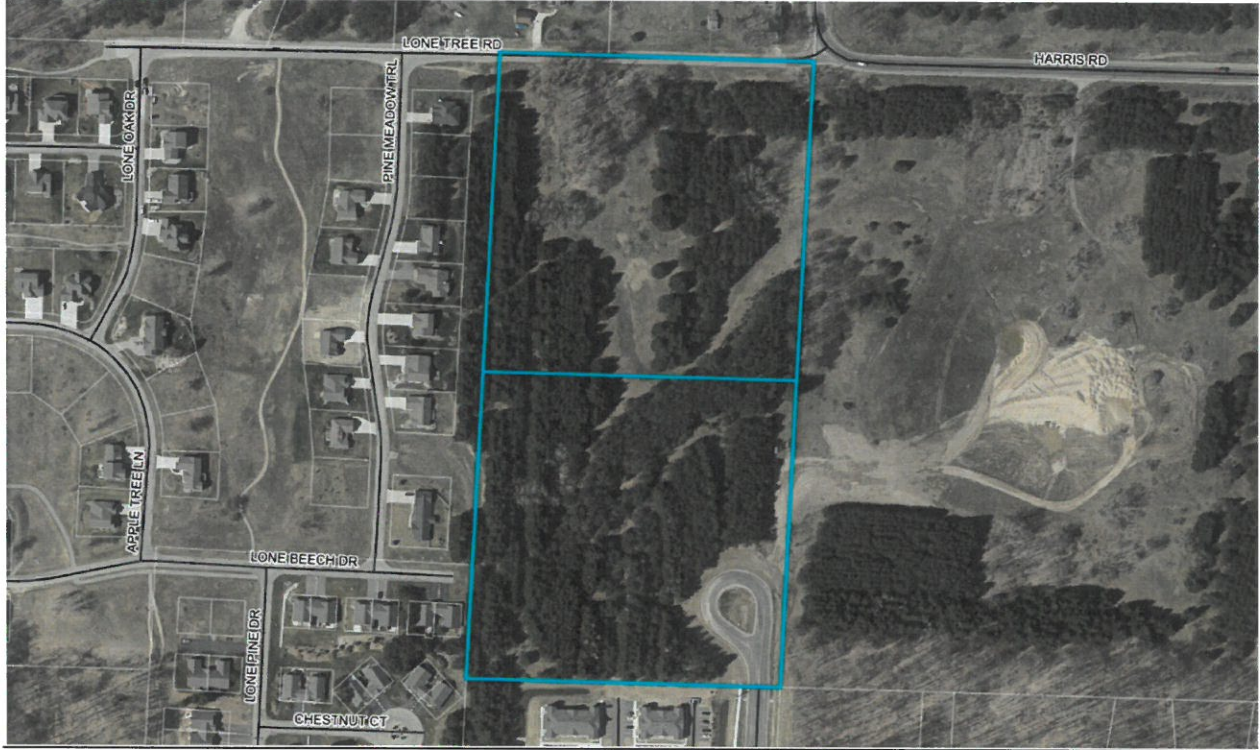
SUBJECT PROPERTY:

The vacant subject property is currently comprised of two tax parcels and located at the southeast intersection of Lone Tree and Harris Roads. The aerial imagery provided below dates to 2017 and shows significant tree cover on the property, which has since largely been removed.

Zoomed-out aerial view of the subject property (highlighted in blue):



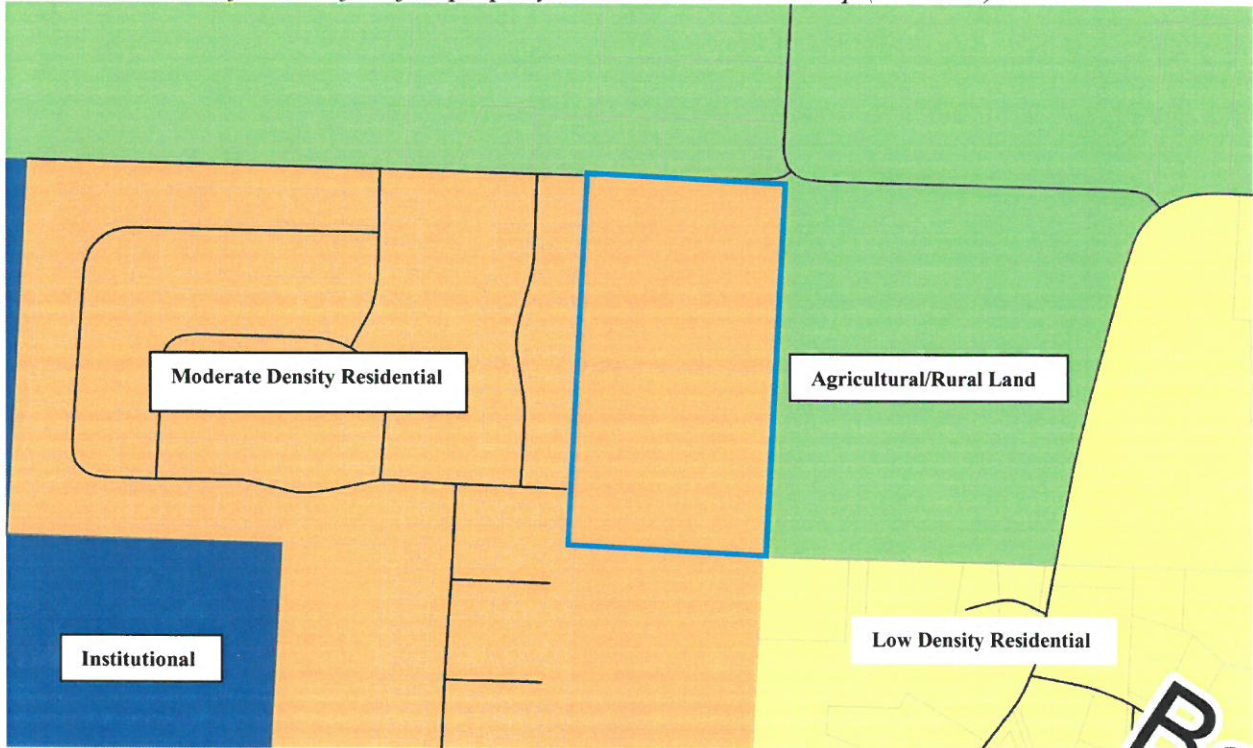
Zoomed-in aerial view of subject property (highlighted in blue):



MASTER PLAN CONSIDERATIONS:

A key factor in considering any rezoning request is whether the request is consistent with the Master Plan. In this case, the Master Plan targets the subject property for “Moderate Density Residential (3-6 Units Per Acre)” (indicated in light orange) which, according to the Zoning Plan, is most consistent with the R-2 zoning district. Therefore, a request to rezone the subject property to R-2 is consistent with the Master Plan.

Location and classification of subject property on Future Land Use Map (“FLUM”):



Excerpt from Zoning Plan for subject property’s FLUM classification (highlighted in blue):

Master Plan Designation	Current Zoning	Zoning Ordinance District Intent	Potentially Compatible District
Low-Density Residential (1-3 U/A)	R-1 Single-Family Residential	The R-1 (Single-Family Residential) districts provide areas for low- to medium-density single-family residential dwelling units. The districts include areas of existing single-family developments as well as areas within which such development appears likely and desirable. They are intended to encourage more intense development in and near the core areas of the Township with less intense development moving outward towards the more rural and remote areas of the Township. The R-1 districts are designed to encourage a suitable neighborhood environment for family life by including among the permitted uses such facilities as schools and parks that will promote a sense of community and urban vitality.	R-R/A/R-1
Moderate-Density Residential (3-6 U/A)	R-2 Two-Family Residential	The R-2 (Single- and Two-Family Residential) districts provide areas for medium-density single- and two-family residential dwelling units in and near to the developed core areas of the Township. The districts include areas of existing single- and two-family developments as well as areas within which such development appears likely and desirable. The R-2 districts are designed to encourage a suitable neighborhood environment for family life by including among the permitted uses such facilities as schools, places of worship, and parks. They provide a range of housing choices and promote a sense of community, urban vitality, and the efficient provision of infrastructure.	R-1/R-3

SUBJECT AND SURROUNDING PROPERTY ZONING:

The subject property is currently zoned A – Agricultural (indicated in light green) and adjoins A – Agricultural along each property line and right-of-way. The subject property also adjoins an R-1 One-Family Residential zoning district at its southeast corner.

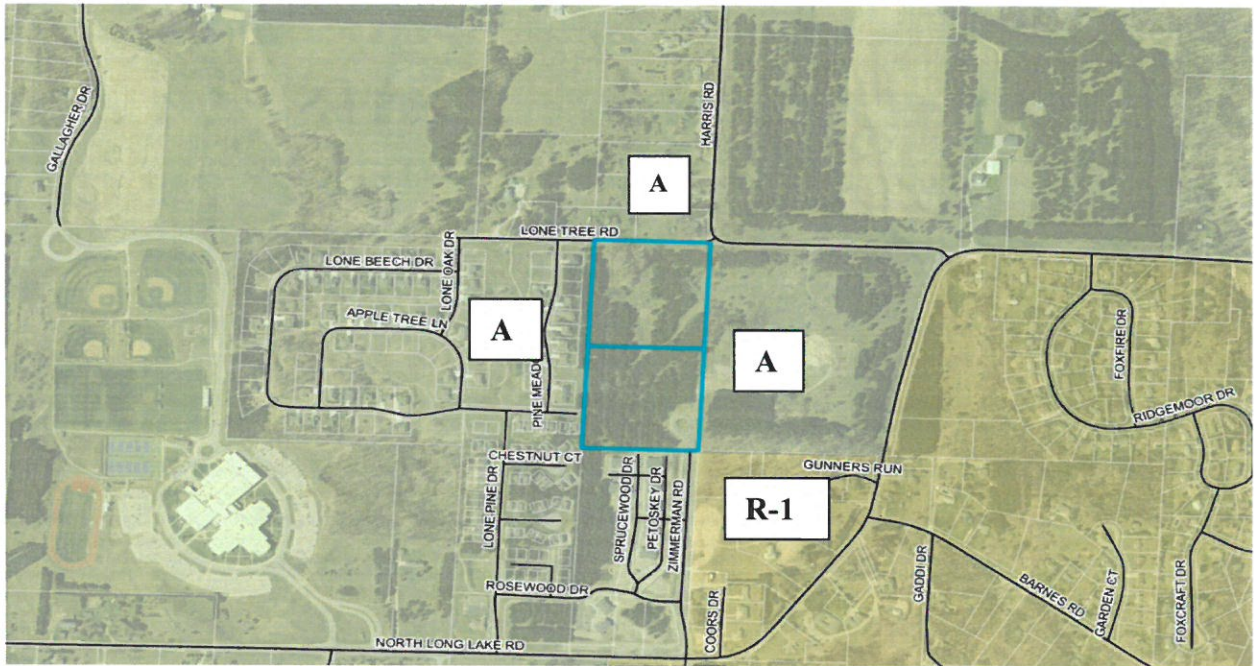
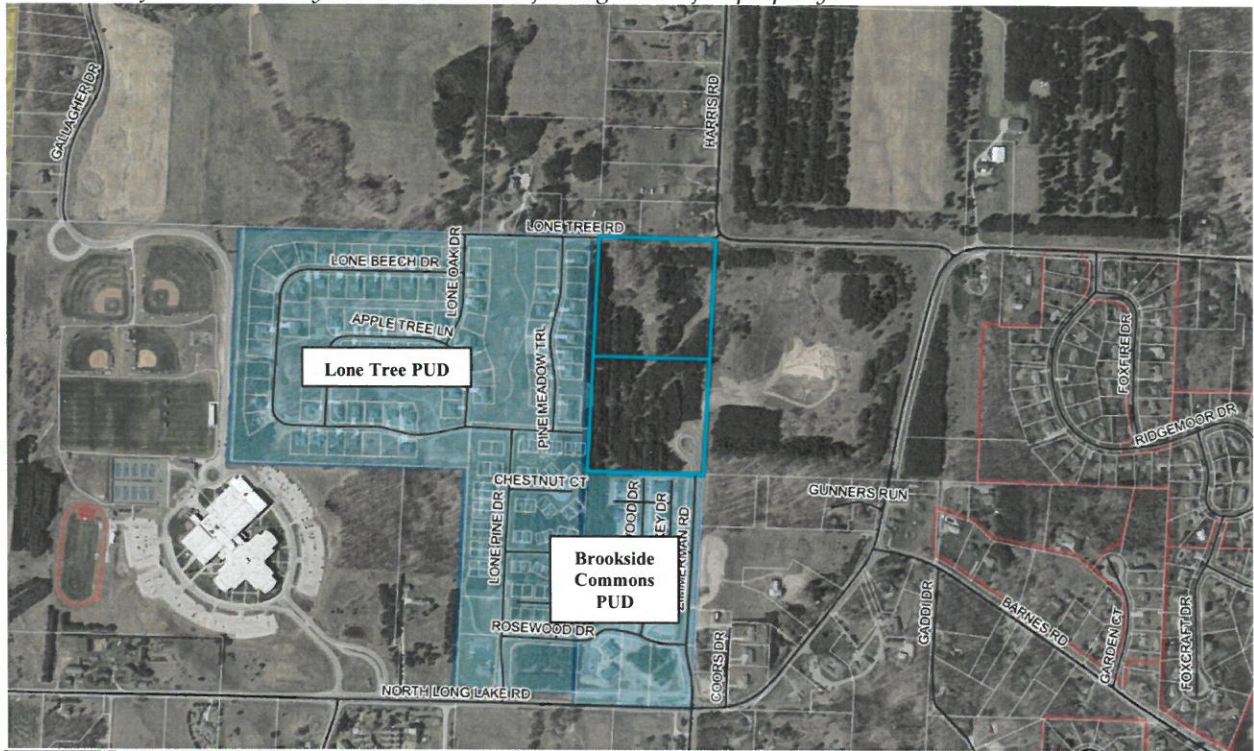


Illustration of PUD boundary (shown in blue) adjoining the subject property:



USES OF SUBJECT AND SURROUNDING PROPERTIES:

The subject property is currently vacant and adjoins low-density residential uses (within an A – Agricultural District) to the north; vacant land (within an A – Agricultural District) to the east; moderate-density residential uses (within an A – Agricultural District via PUD) to the south; and moderate-density residential uses (within an A – Agricultural District via PUD) to the west.

STAFF COMMENT:

Staff is of the opinion that this Map Amendment is certainly justifiable. The Amendment is consistent with the Master Plan and generally compatible with the adjoining zoning and uses. Furthermore, the property is arguably unsuitable as presently zoned as it is unlikely to be used for agricultural purposes, adverse impacts on neighboring lands are unlikely in light of the relatively low density allowed within an R-2 district, and the size of the tract is more than adequate to support single- and two-family uses at approximately 20 acres.

At the March 13, 2019 and April 10, 2019 Planning Commission Regular Meetings, Commissioners were generally supportive of the request and suggested that the rezoning. At the April 10, 2019 Planning Commission Regular Meeting, Commissioners held a public hearing on the application and directed Staff to draft Findings of Fact for consideration at the May 8, 2018 Planning Commission Regular Meeting. At the May 8, 2019 meeting, Commissioners unanimously adopted the Findings and passed a motion recommending to the Township Board that the application be approved.

At the May 28, 2019 Township Board meeting, the application was introduced and the Board passed a motion scheduling it for the public hearing. Following the public hearing, the Board may consider adopting the Planning Commission’s recommended Findings of Fact below, as well as the attached resolution.

FINDINGS OF FACT:

Section 421.E Approval Criteria of Zoning Map Amendment

In its review of an application for rezoning, the Township should consider, but is not necessarily limited to, the criteria as defined in § 421.E(1) Master Plan Consistency through § 421.E(8) Other Factors. No single factor is controlling; instead, each must be weighed in relation to the other standards.

The applicant shall have the burden of justifying the amendment, including identifying specific reasons warranting the amendment, and providing any supporting data and information.

1. Master Plan Consistency

Rezoning should be consistent with the intent and purpose of the adopted master plan.

The Planning Commission may consider this standard to be MET based on the following reasons:

- In this case, the Master Plan targets the site for “Moderate Density Residential (3-6 Units Per Acre)” which, according to the Zoning Plan, is most consistent with the R-2 One and Two Family Residential zoning district; therefore, the rezoning request is consistent with the Master Plan.

2. Adverse Impacts on Neighboring Lands

The Township shall consider the nature and degree of an adverse impact upon neighboring lands. Lots shall not be rezoned in a way that is substantially inconsistent with the uses of the surrounding area, whether more or less restrictive. The Township finds and determines that vast acreages of single-use zoning produces uniformity with adverse consequences, such as traffic congestion, air

pollution, and social separation. Accordingly, rezoning may promote mixed uses subject to a high degree of design control.

The Planning Commission may consider this standard to be MET based on the following reasons:

- Neighboring land uses consist primarily of moderate-density residential uses via PUD and vacant land—in this light, foreseeable adverse impacts on neighboring lands appear unlikely.
- The Planning Commission has determined that the density permitted by rezoning the subject property to R-2, which generally permits up to approximately four units per acre with public water and sewer, is generally consistent with the density of the two adjoining PUDs, including:
 - The entire Lone Tree PUD at approximately 3.4 units per acre adjoining the subject property along its western property line.
 - The entire Brookside Commons PUD at approximately 4.8 units per acre adjoining the subject property along its southern property line.
- The rezoning creates a transition between the density within the adjoining PUDs and low density residential uses to the north.

3. Suitability as Presently Zoned

The Township shall consider the suitability or unsuitability of the tract for its use as presently zoned. This factor, like the others, must often be weighed in relation to the other standards, and instances can exist in which suitably zoned lands may be rezoned upon proof of a real public need, substantially changed conditions in the neighborhood, or to effectuate important goals, objectives, policies, and strategies of the master plan, specification, or this ordinance.

The Planning Commission may consider this standard to be MET based on the following reasons:

- The possibility of the property being used for agricultural purposes appears to be remote considering the surrounding land use trend.
- The rezoning furthers the goals and objectives of the Master Plan by making the zoning district consistent with the future land use category.

4. Changed Conditions

The Township shall consider whether any conditions have changed, since the zoning ordinance was adopted, that might justify the amendment.

The Planning Commission may consider this standard to be MET based on the following reasons:

- The residential land use pattern in the vicinity of the subject property continues to move away from agriculture to increase in residential density, as the Master Plan calls for.
- Municipal sewer and water service has become available for the subject property.

5. Health, Safety, and Welfare

The ordinance amendment must bear a substantial relationship to the public health, safety, or general welfare, or must protect and preserve historical and cultural places and areas. The rezoning may be justified, however, if a substantial public need or purpose exists.

The Planning Commission may consider this standard to be MET based on the following reasons:

- There continues to be an obvious and substantial public need for additional housing in the Township, County, and region.
- No historic or culturally significant places or areas exist on the subject property.

6. Public Policy

Certain public policies in favor of the rezoning may be considered. Examples include a need for affordable housing, economic development, mixed-use development, or sustainable environmental features, which are consistent with neighborhood, area, or specific plans.

The Planning Commission may consider this standard to be MET based on the following reasons:

- In this case, the Master Plan targets the site for “Moderate Density Residential (3-6 Units Per Acre)” which, according to the Zoning Plan, is most consistent with the R-2 One and Two Family Residential zoning district; therefore, the rezoning request is consistent with the Master Plan.
- There continues to be an obvious and substantial public need for additional housing in the Township, County, and region.

7. Size of Tract

The Township shall consider the size, shape, and characteristics of the tract in relation to the affected neighboring lands. Ordinance amendments shall generally not rezone a single lot when there have been no intervening changes or other saving characteristics. Proof that a small tract is unsuitable for use as zoned, or that there have been substantial changes in the immediate area, may justify an ordinance amendment.

The Planning Commission may consider this standard to be MET based on the following reasons:

- The applicant proposes to rezone approximately twenty acres of property, which is coincidentally the minimum acreage for a PUD that could theoretically be denser than would be permitted within the R-2 district, and is more than adequate for supporting moderate-density, single- and two-family uses.

ACTION REQUESTED:

The purpose of this item being placed on tonight’s agenda is to hold a public hearing on the application. If, following tonight’s public hearing, the Board is prepared to adopt the Planning Commission’s recommended Findings of Fact included in this report and to adopt the ***attached*** resolution adopting the amendment to the Zoning Map, the following **three (3) separate motions** are suggested:

(1) First, to adopt the Findings of Fact:

MOTION THAT the Planning Commission's recommended Findings of Fact for application Z-2019-01 as provided in PD Report 2019-69 and forming part of this motion, BE APPROVED *(to be adopted only after review of the finding of fact document)*.

(2) Second, to approve the Map Amendment:

MOTION THAT application Z-2019-01, submitted by Tim and Lisa Schaub, to rezone parcels 05-008-022-02 and 05-007-021-00 from the A-Agricultural zoning district to the R-2 One and Two Family Residential zoning district, and constituting Amendment No.

18 to the Garfield Township Ordinance No. 68, BE APPROVED based on the adopted Findings of Fact and for the reasons set forth in Planning Department Report 2019-69.

(3) Finally, to adopt the *attached* resolution adopting the Map Amendment:

MOTION THAT Resolution 2019-14-T for adopting Amendment No. 18 to Garfield Township Ordinance No. 68 rezoning parcels 05-008-022-02 and 05-007-021-00 from A-Agricultural zoning district to the R-2 One and Two Family Residential zoning BE ADOPTED.

Any additional information that the Board determines to be necessary should be added to these motions.

**CHARTER TOWNSHIP OF GARFIELD
GRAND TRAVERSE COUNTY, MICHIGAN**

ORDINANCE NO. 68 (Zoning Ordinance): AMENDMENT NO. 18

RESOLUTION #2019-14-T

A RESOLUTION TO AMEND GARFIELD TOWNSHIP ORDINANCE NO. 68 (Zoning Ordinance):

WHEREAS the Charter Township of Garfield regulates the use and development of land pursuant to the authority of the Michigan Zoning Enabling Act, Act 110 of 2006, as amended;

WHEREAS application Z-2019-01 has been received to rezone approximately 20 acres of land located at Parcel Identification Numbers 05-008-022-02 and 05-007-021-00 (“subject property”) from A – Agricultural to R-2 One and Two Family Residential zoning; and

WHEREAS the subject property is identified by the Garfield Township Future Land Use Map as Moderate Density Residential; and

WHEREAS the request has been determined to be consistent with the Master Plan; and

WHEREAS the Garfield Township Planning Commission after an April 10, 2019 public hearing recommended approval of the application; and

WHEREAS the Township Board, following a public hearing on June 25, 2019, and having adopted Findings of Fact in support of approval of the application to rezone the subject property;

NOW, THEREFORE, THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

AMENDMENT NO. 18 TO GARFIELD TOWNSHIP ORDINANCE NO. 68 (Zoning Ordinance):

At the request of the owners and their representatives and encompassing the following properties;

05-008-022-02 and 05-007-021-00

situated in the Charter Township of Garfield, Grand Traverse County, Michigan has been rezoned by way of a map amendment from A-Agricultural to R-2 One and Two Family Residential.

Moved: _____ Supported: _____
Ayes: _____
Nays: _____
Absent and Excused: _____

By: _____
Chuck Korn, Supervisor
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution 2019-14-T which was adopted by the Township Board of the Charter Township of Garfield on the 25th day of June, 2019. Amendment No. 18 to Garfield Township Ordinance No. 68 (Zoning Ordinance) shall take effect upon the expiration of seven (7) days following publication.

Dated: _____

Lanie McManus, Clerk
Charter Township of Garfield

Introduced: May 28, 2019
Adopted:
Published:
Effective:

T. C. RECORD-EAGLE, INC.
120 WEST FRONT STREET
TRAVERSE CITY MI 49684
(231)946-2000
Fax (231)946-8273

ORDER CONFIRMATION

Salesperson: DENISE LINGERFELT

Printed at 05/30/19 10:54 by dling

Acct #: 5508

Ad #: 521501

Status: New WHOLD

GARFIELD, TOWNSHIP OF
3848 VETERANS DRIVE
TRAVERSE CITY MI 49684

Start: 06/09/2019 Stop: 06/09/2019
Times Ord: 1 Times Run: ***
STDAD 3.00 X 6.50 Words: 441
Total STDAD 19.50
Class: 147 LEGALS
Rate: LEGAL Cost: 189.75
Affidavits: 1

Contact:

Phone: (231)941-1620

Fax#: (231)941-1588

Email: lr Ritter@garfield-twp.com

Agency:

Ad Descrpt: LEGAL NOTICE CHARTER TOWN
Given by: EMAIL DOROTHY PETROSKEY

P.O. #:

Created: dling 05/30/19 10:39

Last Changed: dling 05/30/19 10:53

PUB	ZONE	EDT	TP	START	INS	STOP	SMTWTFS
RE	A	97	W	Sun 06/09/19	1	Sun 06/09/19	SMTWTFS
IN	AIN	97	W	Sun 06/09/19	1	Sun 06/09/19	SMTWTFS

AUTHORIZATION

Thank you for advertising in the Record-Eagle, our related publications and online properties. If you are advertising with the Record-Eagle classifieds, your ad will begin running on the start date noted above.

Please be sure to check your ad on the first day it appears. Although we are happy to make corrections at any time, the Record-Eagle is only responsible for the first day's incorrect insertions. Also, we reserve the right to edit or reclassify your ad to better serve buyers and sellers.

No refunds or rebates will be issued if you cancel your ad prior to the stop date.

We appreciate your business.

(CONTINUED ON NEXT PAGE)

T. C. RECORD-EAGLE, INC.
120 WEST FRONT STREET
TRAVERSE CITY MI 49684
(231) 946-2000
Fax (231) 946-8273

ORDER CONFIRMATION (CONTINUED)

Salesperson: DENISE LINGERFELT

Printed at 05/30/19 10:54 by dling

Acct #: 5508

Ad #: 521501

Status: New WHOLD WHOI

LEGAL NOTICE
CHARTER TOWNSHIP OF GARFIELD
GRAND TRAVERSE COUNTY, MICHIGAN

NOTICE OF PUBLIC HEARING

TO: THE RESIDENTS AND PROPERTY OWNERS OF GARFIELD CHARTER TOWNSHIP, GRAND TRAVERSE COUNTY, MICHIGAN, AND ANY OTHER INTERESTED PERSONS:

PLEASE TAKE NOTICE that the Garfield Township Board of Trustees will conduct a **public hearing during its regular meeting on June 25, 2019, commencing at 6:00 p.m.** at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan, 49684, as required under the provisions of the Michigan Zoning Enabling Act.

PLEASE TAKE FURTHER NOTICE that the items to be considered at said public hearing include, in brief, the following:

1. Consideration of an application received from Jessie E. Mitchell on behalf of Tim & Lisa Schaub to amend the Zoning Ordinance and Zoning Map of the Charter Township of Garfield, Grand Traverse County, Michigan, by rezoning the following parcel(s) from the A (Agricultural) District to the R-2 (Two Family Residential) District. Parcel No(s). 05-008-022-02 and 05-007-021-00 located at North Long Lake Road and Lone Tree Road described as:

PRT SE 1/4 SEC 7 T27N R11W COM SE SEC COR TH N 88 DEG 49'11" E 1323.9' TO POB TH N 89 DEG 29' W 658.29' TH N 2 DEG 12' E 648.95' TH S 89 DEG 30' E 658.25' TH S 2 DEG 11' W 648.96' TO POB CONTAINS 9.803 ACRES

and;

PT SE1/4 SEC 7 T27N R11W BEG E1/4 COR TH S 02DEG 11'29"W 662.08' TH N 89DEG 29'32"W 658.25' TH N 02DEG 11'43"E 662.14 TH S 89DEG 29'33"E 658.2'

2. Such other and further matters as may properly come before the Planning Commission at the public hearing.

You are invited to attend this hearing. If you are unable to attend, written comment may be submitted to the Garfield Township Board at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan, 49684, up to the date of the hearing and may be further received by the Planning Commission at said hearing. In addition, **all materials relating to these requests may be examined at the Garfield Township Planning Department** office at the above address during the Township's regular hours of 7:30am to 6:00pm, Monday through Thursday.

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

GARFIELD CHARTER TOWNSHIP BOARD OF TRUSTEES
(231) 941 - 1620

June 9, 2019-1T

521501

**CHARTER TOWNSHIP OF GARFIELD
GRAND TRAVERSE COUNTY, MICHIGAN**

RESOLUTION # 2019-06-T (Amended)

RESOLUTION ADOPTING TOWNSHIP TRUSTEES SALARY

WHEREAS, according to MCL 41.95(3), the salary of the officers composing the Township Board shall be determined by the Township Board; and

WHEREAS, the Charter Township of Garfield Board deems that an adjustment in the salary of the office of Trustee is warranted in consideration of the increase in the cost of living since Township Board Trustees salaries were last adjusted; and

NOW, THEREFORE, BE IT RESOLVED, that effective as of February 26, 2019, the salary of the office of Trustee shall be as follows:

\$ 300.00 per month with an additional \$ 250.00 per Town Board Meeting and \$ 100.00 for assigned meetings, including Personnel, Planning Commission, Recreational Authority, Fire Board, Parks, Joint Recreation Commission, Special Board Meetings, Study Sessions and Zoning Board of Appeals Meetings, and Trustees attending educational, informational non decision making meetings for the benefit of the Township will receive \$50.00. \$100.00 per day for training or classes needed.

Moved: Denise Schmuckal

Supported: Molly Agostinelli

Ayes: Schmuckal, Agostinelli, Blood Law, Duell, Walters, McManus, Korn

Nays: None

Absent and Excused: None

RESOLUTION 2019-06-T (Amended) DECLARED ADOPTED.

By:


Lanie McManus, Clerk
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 25th day of June, 2019.

Dated: _____

Lanie McManus, Clerk
Charter Township of Garfield

 Charter Township of Garfield Planning Department Report No. 2019-68		
Prepared:	June 13, 2019	Pages: 7
Meeting:	June 25, 2019 Planning Commission	Attachments: <input checked="" type="checkbox"/>
Subject:	Green US-31 C-G Rezoning-Introduction	
File No.	Z-2019-02	Parcel No. 05-028-014-00
Owner:	Wayne Kiley	
Applicant/Agent:	Charles Green/Pat Dunlop	

PURPOSE OF APPLICATION:

The application requests to rezone approximately 0.84 acres of land from the C-O Office Commercial zoning district to the C-G General Commercial district via zoning Map Amendment, without restriction.

SUBJECT PROPERTY:

The subject property is currently comprised of one tax parcel (05-028-014-00) and located at 1202 N. US-31 South. As seen in the aerial imagery provided below, the property is essentially vacant aside from a paved parking area and turnaround. The property was formerly a scenic overlook.

Zoomed-out aerial view of the subject property (highlighted in blue):



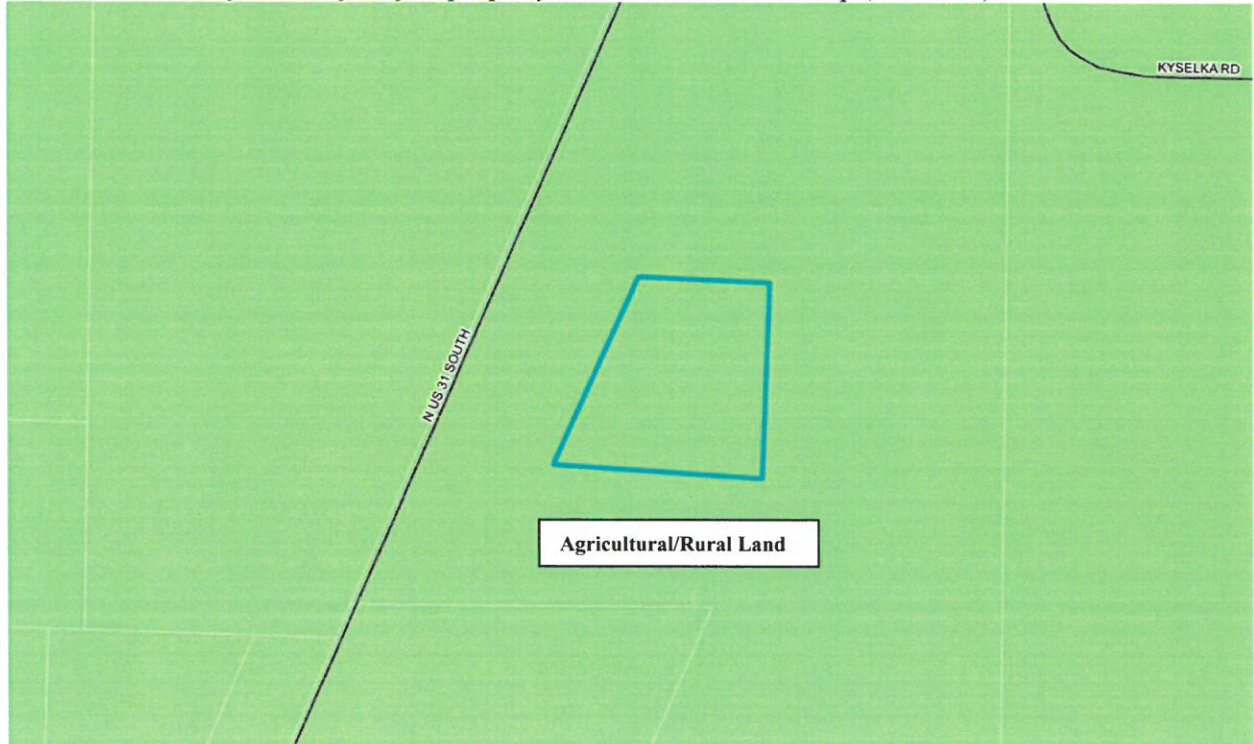
Zoomed-in aerial view of subject property (highlighted in blue):



MASTER PLAN CONSIDERATIONS:

A key factor in considering any rezoning request is whether the request is consistent with the Master Plan. In this case, the Master Plan targets the subject property for “Agricultural/Rural Land (≥ 1 Units Per Acre)” (indicated in light green) which, according to the Zoning Plan, is most consistent with the A – Agricultural zoning district. In addition, the Zoning Plan includes R-R Rural Residential and R-1 One-Family Residential as potentially compatible districts. In this light, the subject property’s Master Plan classification *does not* contemplate commercial uses and; therefore, the request to rezone the subject property to from C-O Office Commercial to C-G General Commercial is generally *inconsistent* with the Master Plan.

Location and classification of subject property on Future Land Use Map (“FLUM”):



Excerpt from Zoning Plan for subject property’s FLUM classification (highlighted in blue):

Master Plan Designation	Current Zoning	Zoning Ordinance District Intent	Potentially Compatible Districts	Considerations for Downzoning (Less Density)	Considerations for Upzoning (More Density)
Mobile Home Moderate/High Density	R-M Mobile Home Residential	The R-M (Mobile Home Residential) districts provide areas for mobile home subdivisions and mobile home parks. The districts include areas of existing developments as well as areas proposed and approved for such developments. They are intended to encourage medium to high density mobile home subdivisions and mobile home park developments where adequate public facilities and services exist with capacity to serve such development. The R-M districts are designed to encourage a suitable neighborhood environment for family life by inclusion among the permitted uses (such as) and promote a sense of community.	R-M	Caution should be taken when changing a zoning district from the R-M designation. The availability of this type of affordable housing should be considered prior to a change. If the change is going to require additional manufactured home park designations, the district should remain as zoned. The new zoning is consistent with the Medium/High Density Zoning classification.	The density associated with the R-M districts is determined by the State of Michigan and is typically the maximum permitted on the site.
Agricultural (1 U/A)	A-Agricultural	The A (Agricultural) districts provide areas for agricultural operations and low intensity land uses. These districts are composed primarily of un subdivided lands that are vacant or are in agricultural use with some dwellings and accessory uses. The A districts are suitable for large tracts of open space, agricultural areas, woodlands, and fields. They are designed to promote the protection of the existing natural environment and to preserve, enhance, and stabilize the essential characteristics and economical value of these areas as agricultural lands. The A districts may be used to encourage development in and near the core areas of the Township by limiting the development densities of parcels less suited for intensive development. The A districts may also be used to protect natural resources and environmentally sensitive areas by preserving these areas for low intensity land uses.	R-R/R-1	Farmland and value added agriculture should be encouraged in Garfield Township. Historically, the Township has zoned sensitive lands to agricultural to help protect those areas from higher density development. The Rural Land Classification and A Agricultural districts are considered to be compatible.	In many instances the land is not considered high value farmland and a change to a residential district may be appropriate. An evaluation of the properties location, proximity to amenities, and surrounding land uses should determine the most compatible district and density. A change to R-R would likely be supported due to the similarity with the district. P-URD should be encouraged if prepared over a request to rezone farmland to a more intense residential use.

SUBJECT AND SURROUNDING PROPERTY ZONING:

The subject property is currently zoned C-O Office Commercial (indicated in blue) and adjoins R-2 Two-Family Residential along each property line. The subject property also adjoins an A – Agricultural zoning district along its N. US-31 South right-of-way.



USES OF SUBJECT AND SURROUNDING PROPERTIES:

The subject property is currently vacant and adjoins vacant land (within an R-2 Two-Family Residential zoning district) to the north, east, and south; and low-density residential uses (within an A – Agricultural district) to the west.

STAFF COMMENT:

At its April 10, 2019 Regular Meeting, the Planning Commission expressed that they did not regard the rezoning request as appropriate primarily because the subject property is considered integral to an important viewshed as a matter of public policy. Indeed, as was mentioned previously, the subject property was once a scenic overlook. It is not clear to Staff how the property came to be zoned C-O and to be offered for sale for development. Nevertheless, the property owner of course has the right to maintain the current C-O zoning, but does not have the right to upzone.

The rezoning request is *inconsistent* with the Master Plan for the reasons described on page 3 of this report. The Commission suggested that the “Agricultural/Rural Land (≥ 1 Units Per Acre)” is appropriate because it directly reflects the Commission’s intent to preserve the viewshed. This does not suggest any intent to downzone the subject property, but rather to not allow its current zoning to increase in intensity.

Furthermore, potential adverse impacts on neighboring lands are foreseeable in light of the adjoining relatively low-density residential uses and moderate-density and low-density zoning. Finally, the size of the tract is relatively small for supporting commercial uses at approximately 0.84 acres, especially with the surrounding property zoned for low-density and moderate-density residential uses.

In sum, it appears that the application is not justified on at least factors 1, 2, 6, and 7 for considering a Map Amendment under § 421.E.

At the May 8, 2019 Planning Commission Regular Meeting, Commissioners held a public hearing on the application and directed Staff to draft Findings of Fact for consideration at the June 12, 2019 Planning Commission Regular Meeting.

At the June 12, 2019 meeting, Commissioners unanimously adopted the Findings and passed a motion recommending to the Township Board that the application be denied. The adopted Findings are provided below for your review:

FINDINGS OF FACT:

Section 421.E Approval Criteria of Zoning Map Amendment

In its review of an application for rezoning, the Township should consider, but is not necessarily limited to, the criteria as defined in § 421.E(1) Master Plan Consistency through § 421.E(8) Other Factors. No single factor is controlling; instead, each must be weighed in relation to the other standards.

The applicant shall have the burden of justifying the amendment, including identifying specific reasons warranting the amendment, and providing any supporting data and information.

1. Master Plan Consistency

Rezoning should be consistent with the intent and purpose of the adopted master plan.

The Planning Commission may consider this standard to be NOT MET based on the following reasons:

- In this case, the Master Plan targets the site for “Agricultural/Rural Land (\geq 1 Units Per Acre)” which, according to the Zoning Plan, is most consistent with the A- Agricultural zoning district. In addition, the Zoning Plan includes R-R Rural Residential and R-1 One-Family Residential as potentially compatible districts. Therefore, the rezoning request is *not* consistent with the Master Plan.
- The subject property’s Master Plan classification *does not* contemplate commercial uses and; therefore, the request to rezone the subject property to from C-O Office Commercial to C-G General Commercial is *inconsistent* with the Master Plan.

2. Adverse Impacts on Neighboring Lands

The Township shall consider the nature and degree of an adverse impact upon neighboring lands. Lots shall not be rezoned in a way that is substantially inconsistent with the uses of the surrounding area, whether more or less restrictive. The Township finds and determines that vast acreages of single-use zoning produces uniformity with adverse consequences, such as traffic congestion, air pollution, and social separation. Accordingly, rezoning may promote mixed uses subject to a high degree of design control.

The Planning Commission may consider this standard to be NOT MET based on the following reasons:

- Potential adverse impacts on neighboring lands are foreseeable in light of the adjoining relatively low-density residential uses and moderate-density and low-density zoning.

3. Suitability as Presently Zoned

The Township shall consider the suitability or unsuitability of the tract for its use as presently zoned. This factor, like the others, must often be weighed in relation to the other standards, and instances can exist in which suitably zoned lands may be rezoned upon proof of a real public need, substantially changed conditions in the neighborhood, or to effectuate important goals, objectives, policies, and strategies of the master plan, specification, or this ordinance.

The Planning Commission may consider this standard to be NOT MET based on the following reasons:

- The property remains a buildable and developable property with the current zoning of C-O Office Commercial.

4. Changed Conditions

The Township shall consider whether any conditions have changed, since the zoning ordinance was adopted, that might justify the amendment.

The Planning Commission may consider this standard to be NOT MET based on the following reasons:

- The existing land use pattern in the vicinity of the subject property continues to remain undeveloped and/or rural; therefore, change has **not** occurred to warrant allowing commercial uses as permitted within the C-G District.

5. Health, Safety, and Welfare

The ordinance amendment must bear a substantial relationship to the public health, safety, or general welfare, or must protect and preserve historical and cultural places and areas. The rezoning may be justified, however, if a substantial public need or purpose exists.

The Planning Commission may consider this standard to be NOT MET based on the following reasons:

- The application fails to justify how the commercial uses proposed positively affect the general welfare of the adjacent properties.
- No historic or culturally significant places or areas exist on the subject property.

6. Public Policy

Certain public policies in favor of the rezoning may be considered. Examples include a need for affordable housing, economic development, mixed-use development, or sustainable environmental features, which are consistent with neighborhood, area, or specific plans.

The Planning Commission may consider this standard to be NOT MET based on the following reasons:

- In this case, the Master Plan targets the site for “Agricultural/Rural Land (≥ 1 Units Per Acre)” which, according to the Zoning Plan, is most consistent with the A- Agricultural zoning district. Therefore, the rezoning request is **not** consistent with the Master Plan.
- There continues to be an obvious and substantial public need for additional housing in the Township, County, and region.

7. Size of Tract

The Township shall consider the size, shape, and characteristics of the tract in relation to the affected neighboring lands. Ordinance amendments shall generally not rezone a single lot when there have been no intervening changes or other saving characteristics. Proof that a small tract is unsuitable for use as zoned, or that there have been substantial changes in the immediate area, may justify an ordinance amendment.

The Planning Commission may consider this standard to be NOT MET based on the following reasons:

- The size of the tract is relatively small for supporting commercial uses at approximately 0.84 acres, especially with the surrounding property zoned for low-density and moderate-density residential uses.

ACTION REQUESTED:

The purpose of this item being placed on tonight's agenda is to introduce the application and schedule it for public hearing. If the Board is prepared to accept the application and schedule it for public hearing, the following motion is suggested:

MOTION THAT application Z-2019-02 BE SCHEDULED for public hearing for the Garfield Township Board of Trustees meeting to be held on July 23, 2019.

Any additional information that the Board determines to be necessary should be added to this motion.