

CHARTER TOWNSHIP OF GARFIELD
PLANNING COMMISSION MEETING

Wednesday, June 27, 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
3. Correspondence
4. Reports
 - a. Township Board
 - b. Planning Commissioners
 - c. Planning Department
5. Business to Come Before the Commission
 - a. PD 2018-65--Continued Discussion-Proposed Amendment to Zoning Ordinance Sec. 512
 - b. PD 2018-66-Introduction-Proposed Amendment to Zoning Ordinance Sec. 313
6. Public Comment
7. Items for Next Agenda – July 11, 2018
 - a. Introduction-Serra Automotive (Boon St) Preliminary Noise Study
 - b. Introduction-Aspen Pines (Floresta St and Barlow St) Multi-Family Special Use Permit
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 Department Report No. PD 2018-65

Prepared:	June 20, 2018	Pages:	1 of 1
Meeting:	June 27, 2018 Planning Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	Proposed Amendment to Sec. 512 – Service Drives-Continued Discussion		

STAFF COMMENT:

Over the course of several recent Work Sessions, the Planning Commission has discussed a few different drafts of an amended Section 512 – Service Drives. Attached to this report for your review and discussion is a fourth draft.

Highlights include:

- *Increased Flexibility for Access Separation:* Staff is of the opinion that the access separation regulations in the current Sec. 512 are excessively rigid. For example, they fail to properly take into account safety considerations and the presence of sensitive natural features. It seems that subsection 4.a-c in the attached draft addresses this problem in providing a reasonable amount of flexibility provided that certain conditions are met. In addition, the conditions seem to prevent the approval of requests that attempt to use such flexibility to circumvent the regulations or intent of the Zoning Ordinance.
- *Less Rigid Service Drive Design Standards:* The requirement in the current Sec. 512 that the centerline of service drives be spaced at least 150 feet from the edge of the thoroughfare that it fronts is arguably excessively rigid. For example, it eats up valuable developable frontage area unless the service drive is pushed back much more than the 150 feet to accommodate businesses along the road frontage. In addition, the requirement seems to encourage linear service drives parallel to the frontage roads in all cases, where such drives are certainly not appropriate in all cases.

Overall, Staff would like to encourage proper access management and connectivity with this amendment, rather than rigidly requiring traditional service drives on particular roads. Connectivity can be achieved in a variety of ways that do not exactly fit the mold of the traditional service drive, and access is reviewed on a case-by-case basis by the Planning Commission regardless.

ACTION REQUESTED:

If the Planning Commission is satisfied with the information provided to date, the next step is to hold a public hearing on the draft amendment, a suggested motion for which is as follows:

MOTION THAT the proposed amendment to Section 512 – Service Drives in the Zoning Ordinance as attached to PD Report 2018-65 BE SCHEDULED for a public hearing to be held on July 25, 2018.

SECTION 512

ACCESS MANAGEMENT and RESTRICTIONS

The intent of this section is to provide safe and efficient travel along public roadways within Garfield Township. Due to the rapid and continual growth of our community the implementation of access management standards are required for undeveloped lands and the redevelopment of lands. These roadways tend to serve higher volumes of regional traffic and require increased access control measures to preserve their traffic functionality and safety.

1. Access Control Measures

All land located within a single property tax code and fronting on a state highway or county road shall be entitled to one (1) driveway or road access per existing parcel. Parcels when subsequently subdivided for the purpose of development, either as metes and bounds described parcels, platted subdivision, condominium developments and/or projects subject to Sections 422-429 of this Ordinance shall be accessed by public or private roads, service drives or other approved means of shared access that limits access to public roadways.

2. Reviewing Authority

The Planning Commission shall be the reviewing authority regarding access for the development of property and shall have the authority to require a reduction in current or proposed road access locations and/or require shared access to one (1) or more parcels.

3. Access Separation

- a. Access to land located along Hartmann and Hammond Roads may be permitted to exceed one (1) driveway or road access per existing parcel provided the property has a minimum of 400 feet of continuous road frontage, and each driveway is located in such a manner that there is 400 feet of separation between each road access, measured from centerline to centerline of each access point.
- b. All lands fronting on US-31 may be permitted to exceed one (1) driveway or road access per existing parcel provided the property has a minimum of 600 feet of continuous road frontage and each driveway is located in such a manner that there is 600 feet of separation between each road access, measured from centerline to centerline of each access point.

4. Relief and Flexibility

The Planning Commission may allow relief from the separation standard stated in (3 above) provided the applicant can meet the following standards:

- a. The Applicant has demonstrated that access separation is not feasible due to a public safety concern OR additional access in strict compliance with separation distances will be detrimental to natural features such as wetlands, steep slopes etc.
- b. The separation distance is the least amount possible to satisfy the intent of the section.
- c. The request is not a means of circumventing the intent of the Ordinance.

5. Service Drive Design Standards

When applicable, the applicant shall submit an engineered plan for the review of a service drive by the Township engineer for compliance with the construction standards, storm water and

traffic analysis, if needed.

- a. At a minimum, service drives shall be constructed at a width of twenty (20) feet and shall be constructed in accordance with the Design Guidelines – AASHTO Interim Structural Pavement Design Procedure Adopted for All Season County Roads, as amended.
 - b. A minimum 15-foot snow storage and landscaping area on either side of the service drive or equivalent shall be provided.
 - c. The access drive shall be constructed of a hard surface such as asphalt, concrete, permeable pavement, pavers, or similar materials approved by the Township but not including gravel.
 - d. Adequate stacking and maneuvering shall be provided to avoid unnecessary vehicular stacking hazards.
 - e. The approval document and engineered plan shall be recorded in accordance with Section 425 (H).
 - f. Construction of the service drive shall be required prior to the issuance of a Certificate of Occupancy for a permitted use.
6. Maintenance
- a. A joint maintenance agreement addressing the standards of Section 521.F(3) - Private Street Maintenance Agreement shall be entered into and recorded with any Service Drive at the Grand Traverse County Register of Deeds.
 - b. Joint agreements shall be recorded as a general deed restriction and shall bind the owners, including their successors and assigns, of all lots, parcels or condominium units with access to the service drive.
7. Limited Use
- a. In order to avoid undue interference with the shared use of any Service Drive, uses such as storage, display, loading or unloading, or similar actions that interfere with the use of a Service Drive are prohibited.
 - b. Any access, including construction access, shall be in accordance with the approved plan.



Charter Township of Garfield Planning Department Report No. PD 2018-66

Prepared:	June 19, 2018	Pages:	1 of 2
Meeting:	June 27, 2018 Planning Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	Proposed Amendment to Sec. 313 – One-Family Residential-Introduction		

BACKGROUND:

In response to public comment at its June 14, 2018 Regular Meeting, the Planning Commission raised the possibility of amending the R-1 One-Family District (Section 313 of the Zoning Ordinance) to permit institutional uses (churches in particular). The use has historically been permitted in the District; however, for some reason, it was omitted from the District at some point prior to the adoption of the current Zoning Ordinance in 2015. This may be due to the number of churches locating in the A-Agricultural District over the years, or concerns with regard to neighborhood compatibility.

Rather than researching several years of reports and minutes in an attempt to pinpoint the precise reason for not permitting institutional uses in the R-1 District in the 2015 Ordinance, Staff has provided a draft amendment to permit the use once again, *which is attached to this report with the proposed changes indicated in red*. The hope is that, through consideration of this amendment, the reasons for and against permitting institutional uses within the R-1 District in today's context will come to light and thus that an informed decision will result.

Although the Planning Commission requested a report akin to an exhaustive zoning analysis typically performed by planning consultants, Staff is not in the position to offer such services to the applicant; therefore, Staff has instead provided you with this report and draft amendment for discussion. Often times, there is a fine line to be walked between helping applicants to understand the Township's processes and acting as their personal consultant.

STAFF COMMENT:

This draft proposes to permit institutional uses in the R-1 District via Special Use Permit (SUP). The reason for this is generally twofold: First, to simply remain consistent with the permitting of the use in other sections of the Ordinance, as the R-2 and R-3 Districts permit institutional uses via SUP. The second reason is to ensure that a thorough review process takes place which focuses on potential adverse impacts on neighboring residences. In addition, as is the case with regard to both the R-2 and R-3 Districts, the use would be subject to the conditions in Section 753 (*attached*) that are further intended to ensure compatibility.

In general, Staff is of the opinion that a large scale church within the R-1 District would have the potential to negatively affect a neighborhood. Past allowances within this District largely comprised of traditional single-family homes were due to their compatibility with neighboring homes. Historically, churches, for example, were small in scale to fit within the neighborhood and avoid compatibility issues. One need only drive through neighborhoods within the City of Traverse City to observe the scale and compatibility with the homes in their vicinity. In fact, some have even been converted to homes that fit well within the neighborhood. Nonetheless,

permitting the use via SUP appears to go a long way in ensuring that structures of incompatible scale and uses of incompatible intensity will not result within a neighborhood.

Finally, this draft also proposes to simply remove duplicate language in Section 313.B where golf courses are inadvertently listed twice.

ACTION REQUESTED:

If the Planning Commission is satisfied with the information provided to date, the next step is to hold a public hearing on the draft amendment, a suggested motion for which is as follows:

MOTION THAT the proposed amendment to the R-1 Zoning District as attached to PD Report 2018-66 BE SCHEDULED for a public hearing to be held on July 25, 2018.

SECTION 313 R -1 (ONE FAMILY RESIDENTIAL)

PURPOSE The R-1 (One Family Residential) districts provide areas for low to medium density one family residential dwelling units. The districts include areas of existing one family developments as well as areas within which such development appears likely and desirable. They are intended to encourage more intensive development in and near the core areas of the township with less intensive 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.

A. USES PERMITTED BY RIGHT:

- (1) Cemeteries
- (2) Dwelling, Single Family
- (3) Home Occupations
- (4) Publicly Owned and Operated Parks

B. USES PERMITTED BY SPECIAL CONDITIONS:

- (1) Adult Foster Care, Family Home (<7) -See § 707
- (2) Child Care, Family Home (<7) -See § 718
- (3) Child Care, Small Group Home (7-12) - See §719
- (4) Golf Courses -See § 749
- ~~(5) Golf Courses -See § 749~~
- (6) Keeping of chickens -See § 717
- (7) Medical Marihuana Residential Cultivation -See § 758
- (8) Open Space Preservation -See § 428
- (9) Personal Wind Energy Conversion Systems -See § 770
- (10) Recreation Field Complex - See § 772
- (11) Private Swimming Pools -See § 773
- (12) Storage of travel trailer, camper, or other recreational vehicle -See § 613.A.4
- (13) Waterfront Stairways -See § 779

C. USES PERMITTED BY SPECIAL USE PERMIT:

- (1) Adult Foster Care, Small Group Home (7-12)
- ~~(2) Institutional Uses- See § 753~~

D. ADDITIONAL STANDARDS:

- (1) Driveways for single family residences shall comply with §511.
- (2) Completion. Any single-family dwelling, accessory building or addition thereto must be completed on the exterior surface with a suitable finishing material including painting or staining in the case of wood, within two (2) years from date of issuance of a land use permit or one (1) year from the date of occupancy whichever occurs last.

E. DIMENSIONAL STANDARDS (Per Dwelling Unit):

Minimum Lot Area (A):

- With Public Sewer: 15,000 sq. ft.
- Without Public Sewer: 20,000 sq. ft.

Minimum Lot Width:

100 feet

Maximum Building Height:

- In Stories: 2 ½ stories
- In Feet: 35 feet

Minimum Yard Setbacks (B):

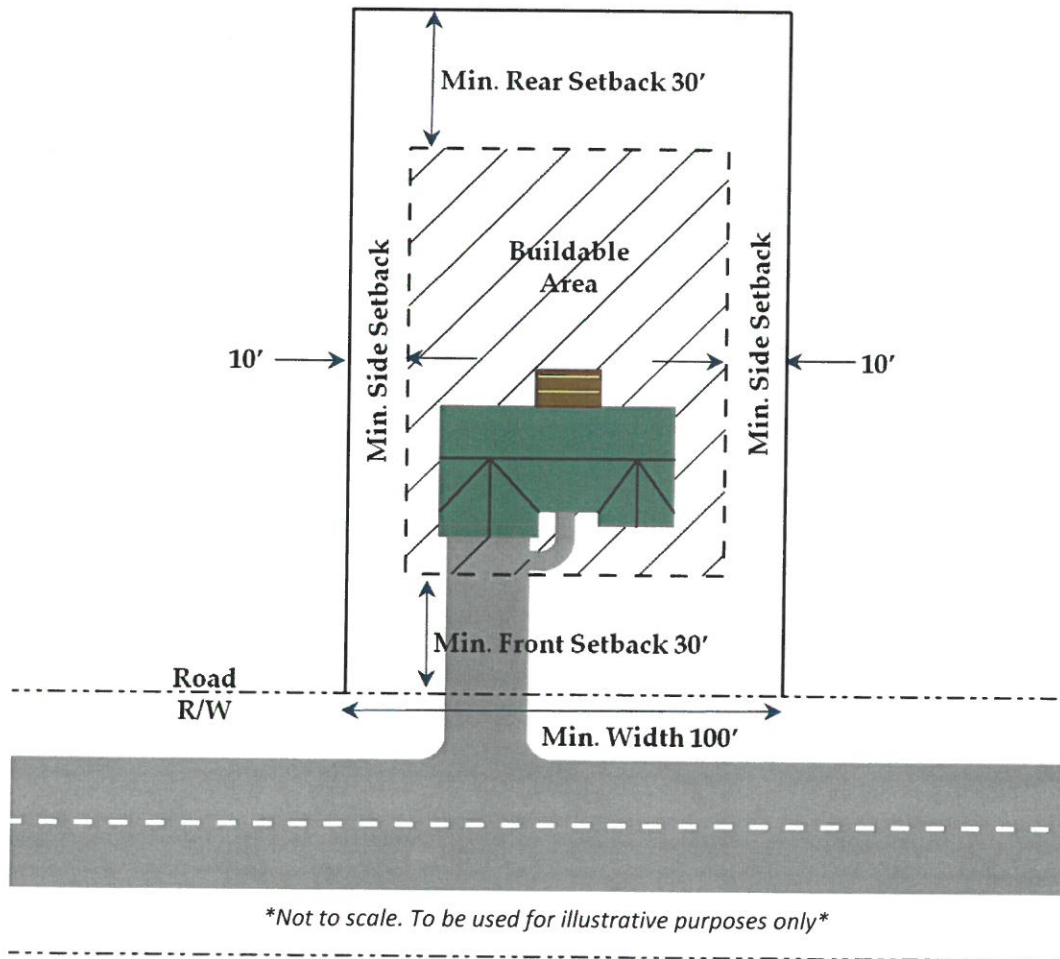
- Front: 30 feet
- Each Side: 10 feet
- Rear: 30 feet

Maximum Lot Coverage: 30 percent

Minimum Bldg. Cross Section: 24 feet

Notes to Dimensional Standards:

- (A) Lots in subdivisions having stubbed sewers shall be considered as having public sewer.
- (B) Setbacks shall be measured from the furthest protruding point of structure.



- (2) The site area shall be a minimum of fifty (50) acres and have its main ingress and egress from a major thoroughfare, as classified on the Master Plan of Garfield Township.
- (3) Development features shall be so located as to minimize any possible adverse effects upon adjacent property. All principal and accessory buildings, structures, and parking areas shall not be less than two hundred (200) feet from any property line of abutting residentially zoned land.
- (4) Whenever a swimming pool is to be provided, said pool shall be located at least one hundred (100) feet from abutting residentially zoned property lines and shall be enclosed with a protective fence six (6) feet in height, with entry limited by means of a controlled gate.

SECTION 752 HORSES, KEEPING OF FOR PERSONAL USE

A. REGULATIONS AND CONDITIONS.

- (1) The horse(s) shall be kept for the personal use of residents of the property
- (2) The parcel shall contain not less than five (5) acres of land
- (3) A maximum of three (3) horses may be allowed at any time
- (4) Structures used to house or board horses shall be located a minimum of 20 ft from adjacent properties.



SECTION 753 INSTITUTIONAL USE

A. REGULATIONS AND CONDITIONS.

- (1) The proposed site shall have at least one (1) property line on a major thoroughfare.
- (2) Buildings and parking areas shall be set back at least forty (40) feet from all street right-of-way lines and thirty (30) feet from any property line in a residential or agricultural district.

SECTION 754 JUNK YARDS

A. REGULATIONS AND CONDITIONS

- (1) All uses shall be established and maintained in accordance with all applicable State of Michigan Statutes.
- (2) The site shall be a minimum of five (5) acres in size and at least one (1) property line shall abut upon a railroad right-of-way.
- (3) A solid fence or wall at least eight (8) feet in height shall be provided around the entire periphery of the site.
- (4) All activities, equipment, or material shall be confined within the fenced in area, and there shall be no stocking of material above the height of the fence or wall.
- (5) All fenced in areas shall be set back at least one hundred (100) feet from the front street or highway right-of-way line. Such front yard setback shall be landscaped with plant materials as approved by the Planning Commission to minimize the appearance of the installation.
- (6) All exterior lighting, off-street parking, signs, and landscaping and buffering shall comply with the standards of this Ordinance.
- (7) No open burning shall be permitted and all industrial processes involving the use of equipment for cutting, compressing, or packaging shall be conducted within a completely enclosed building.
- (8) Whenever the installation abuts upon any property within a residential district, a transition strip at least two hundred (200) feet in width shall be provided between the fenced in area and the property within a residential district. Such strip shall contain plant materials, grass, and structural screens of a type approved by the Planning Commission to effectively minimize the appearance of the installation and to help confine odors therein.