

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

June 4, 2018 @ 6:00 P.M.

**Silver Lake Recreation Area
1785 N East Silver Lake Road
Traverse City, MI 49685**

A G E N D A

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

Call Meeting to Order

Roll Call of Commission Members

1. Review and Approval of the Agenda - Conflicts of Interest
2. Review and Approval of Meeting Minutes – February 5, 2018
3. Correspondence
4. Reports
 - a. Commissioner Reports
 - b. Staff Report
5. Business to Come Before the Commission
 - a. PD 2018-59-Silver Lake Recreation Area Landscape Buffer
 - b. PD 2018-60-Silver Lake Recreation Area Path Crack Filling/Benches
6. Public Comment
7. Items for Next Agenda
 - a. To Be Determined
8. Adjourn

Garfield Township will provide necessary reasonable auxiliary aids and services, such as signers for hearing impaired and audio tapes of printed materials being considered at the meeting to individuals with disabilities upon the provision of reasonable advance notice to Garfield Township. Individuals with disabilities requiring auxiliary aids or services should contact Garfield Township by writing or calling Lanie McManus, Clerk, Ph: (231) 941-1620, or TDD #922-4412.

**CHARTER TOWNSHIP OF GARFIELD
PARKS and RECREATION COMMISSION MEETING
February 5, 2018**

Call Meeting to Order: Vice Chair Handy called the meeting to order at 6:02pm at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, MI 49684.

Roll Call of Commission Members:

Present: Chris DeGood, Denise Schmuckal, Dale Majerczyk, Valarie Handy and James Guilmet

Absent and Excused: Chris Remy and Fern Spence

Staff Present: Rob Larrea

1. Review and Approval of the Agenda – Conflict of Interest (6:02)

Schmuckal moved and DeGood seconded to approve the agenda as presented.

Yeas: Schmuckal, DeGood, Guilmet, Majerczyk, Handy

Nays: None

2. Introduction of New Board Member (6:03)

New Board member Jim Guilmet introduced himself to the other Commission Members.

3. Election of Officers (6:03)

Schmuckal nominated Valarie Handy as Chair. Majerczyk seconded.

Yeas: Schmuckal, Majerczyk, DeGood, Guilmet, Handy

Nays: None

Schmuckal nominated Chris DeGood as Vice Chair and Majerczyk seconded.

Yeas: Schmuckal, Majerczyk, DeGood, Guilmet, Handy

Nays: None

Schmuckal nominated Dale Majerczyk as Secretary and DeGood seconded.

Yeas: Schmuckal, Majerczyk, Guilmet, Handy, DeGood

Nays: None

4. Minutes (6:08)

a. December 11, 2017 Regular Meeting Minutes

Majerczyk moved and Schmuckal seconded to approve the December 11, 2017 Regular Meeting Minutes as presented.

Yeas: Majerczyk, Schmuckal, DeGood, Guilmet, Handy

Nays: None

5. **Correspondence (6:08)**

- a. Grand Traverse Conservation District December 2017 Report

6. **Reports (6:11)**

Tom Vitale Conservation District Report

Vitale said that he will have an annual report at the next meeting. He stated that he checks all trailheads weekly and is in the developing stages with Great Wolf Lodge regarding the old grist mill. He is doing some trail planning at the Commons Area and will work on clean-up efforts along the Boardman River in the spring, especially of the many homeless sites.

Commissioner Reports

Schmuckal said the Parks Master Plan was adopted by the board in January. Discussion took place among commissioners regarding some minor changes that were made to the document. Comments were made about saving money in the future and publishing a black and white draft in part.

Staff Report

Larrea said that the draft annual report was in front of Park Commissioners this evening. He has received calls on the Boardman Valley Nature Preserve project which was recently featured in the Record Eagle. Commissioners discussed the new removable dock and where it will be stored in the winter. He will determine how difficult it is to take apart for storage and commissioners thought that another storage building may be needed to avoid hauling the dock to another location and possibly damaging it.

7. **Business to Come Before the Commission**

a. **PD 2018-15 2017 Annual Parks and Recreation Report (6:32)**

Schmuckal moved and Majerczyk seconded THAT PD Report 2018-15 be RECEIVED and FORWARDED to the Township Board.

b. **PD Report 2018-17 September Meeting Date Change (6:33)**

Larrea noted that Labor Day falls on the regular meeting date for September. Commissioners were given the option of cancellation or moving the meeting to the following Monday.

Schmuckal moved and DeGood seconded to change the September meeting date to September 10th, 2018.

*Yeas: Schmuckal, DeGood, Majerczyk, Guilmet, Handy
Nays: None*

8. **Public Comment (6:35)**

None


9. **Items For Next Agenda (6:35)**

Commissioners asked about more trails through Creekside Condominiums and Larrea replied that only the next leg of the Buffalo Ridge Trail which will connect the sub to other trails is being built. Discussion took place regarding certain properties to be used as possible trail connectors.

10. **Adjournment**

Majerczyk moved to adjourn the meeting at 6:45pm.

Dale Majerczyk, Secretary
Garfield Township Parks and Recreation
Commission
3848 Veterans Drive
Traverse City, MI 49684

		Charter Township of Garfield	
		Planning Department Report No. 2018-59	
Prepared:	May 30, 2018	Pages:	1 of 1
Meeting:	June 4, 2018-PRC (On-Site)	Attachments:	<input checked="" type="checkbox"/>
Subject:	Silver Lake Recreation Area Landscaping Buffer Recommendation		

BACKGROUND:

In 2017, the Parks and Recreation Commission recommended the clearing and replanting of the buffer strip along East Silver Lake Road in the Silver Lake Recreation Area. The Township Board supported the initiative and, along with GTCD staff and some volunteers, some members even participated in the removal of the trees. It was decided that the trees should be removed largely due to an invasive tree species (black locust) that was threatening the health of the native vegetation. Now that the trees are removed and their roots treated, we will need to discuss the next steps in the process.

STAFF COMMENT:

Although limited, complaints received have focused on the removal of the trees and secondary effects associated with their removal, such as noise. Staff is of the opinion that the PRC should recommend to the Township Board that the landscaping buffer required by Section 531 of the Zoning Ordinance be planted (attached).

In accordance with Table 531.1 in the Ordinance, a “Type C” buffer would be required because the primary land use on the property is recreation and the adjacent land use is single-family residential.

The reasoning behind this recommendation is to remain consistent in our landscaping requirements; in this case, to follow the Township’s own requirements on its own property. It is also the practical choice as the requirements of Section 531 anticipate the buffer type best suited to the particular land uses involved. The types of new plantings should be discussed as should their location, since there is a roadway (East Silver Lake Road), walking path, and electrical easement which we will need to contend with.

ACTION REQUESTED:

The following suggested motion is provided for your consideration following discussion:

THAT the planting of a “Type C” buffer at the Silver Lake Recreation Area along East Silver Lake Road in accordance with Section 531 of the Zoning Ordinance to replace the recently removed invasive vegetation BE RECOMMENDED to the Township Board.

Attachments:

1. Sections 530 and 531 of the Zoning Ordinance with the relevant portions highlighted.

SECTION 531

T. Stabilization

All landscape planting areas shall be stabilized and maintained with seed, sod, ground covers, mulches, or other approved materials to prevent soil erosion and allow rainwater infiltration.

U. Replacement

When trees designated or planted in accordance with this section die or are removed for any reason, they must be replaced during the next suitable planting season in a manner, quantity, and size approved by the Zoning Administrator.

SECTION 531 LANDSCAPING AND BUFFERING

A. Applicability

As identified in Table 531.1, Planting Requirements. For proposed uses not identified, the Planning Director shall identify which use, if any, is most similar to the proposed use and interpret the appropriate buffer. Such interpretation may be appealed to the Planning Commission.

B. Location

Greenspace areas shall generally be located along the property line but may be adjusted to meet the intent of this section.

C. Planting Requirements

Table 531.1 identifies the landscape requirement type. All landscape plans shall include a table which indicates the quantity of plantings required and the quantity of plantings provided per buffer zone.

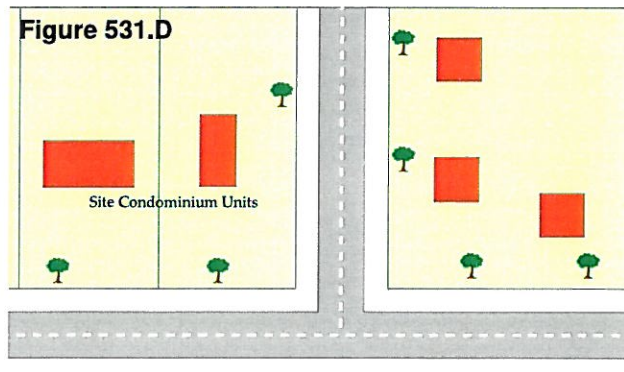
SECTION 531

Table 531.1 Planting Requirements

Table 531.1 Landscape Requirements		Adjacent (Existing) Land Use Type															Streams, Wetlands, or Water Bodies	
		SF Residential	MF Residential	AG-Commercial	Agriculture	Commercial	Office	Industrial	Recreation	Vacant	Major Essential	Institutional	State Highway	Arterial Road	Primary Road	Local Road		Private Road
Primary Land Use Type:	SF Residential	-	-	-	-	-	-	-	-	-	-	A	A	A	A	A	See § 534 & §535	
	MF Residential	D	C	C	C	C	C	D	C	C	D	C	D	D	C	C		C
	AG-Commercial	C	C	B	B	C	C	B	B	B	-	C	D	D	C	C		C
	Commercial	D	D	B	C	B	C	B	C	C	-	C	D	D	C	C		C
	Office	C	C	C	B	B	B	B	B	B	-	B	D	D	C	C		B
	Industrial	D	D	C	B	C	C	B	D	B	-	D	D	D	C	C		C
	Active Recreation	C	C	C	B	C	C	C	B	B	-	C	C	C	C	C		C
	Major Essential Service	D	D	D	D	D	D	D	D	D	-	D	D	D	D	D		D
	Institutional	C	C	C	C	C	C	C	C	C	-	B	D	D	C	C		C
	Parking Lot	E	E	E	E	E	E	E	E	E	-	E	E	E	E	E		E
Gas Station	D	D	D	D	D	D	D	D	D	-	D	D	D	D	D	D		

D. Type "A" buffer.

- (1) Planting requirement. One street tree per residential unit along each public or private right-of-way that the use is adjacent to.
- (2) Placement. For individual parcels, plats, or site condominiums, the street tree(s) shall be placed on the property within ten (10) feet of the right-of-way. For condominium units, the street



SECTION 531

tree(s) shall be placed within the condominium common area within ten (10) feet of the right-of-way, generally between the dwelling unit and the right-of-way. See Figure 531.D.

E. Type "B" buffer.

- (1) Planting requirement. Ground cover as specified in Section 530.J, plus two large trees, one medium or small tree, and four shrubs per one hundred (100) linear feet of greenspace area.
- (2) Minimum width requirement. The Type "B" Buffer area shall be a minimum width of ten (10) feet.

F. Type "C" buffer.

- (1) Planting requirement. Ground cover as specified in Section 530.J, plus three large trees, three medium or small trees, one evergreen or coniferous tree per one hundred (100) linear feet of greenspace area.
- (2) Minimum width requirement. The Type "C" Buffer area shall be a minimum width of ten (10) feet.

G. Type "D" buffer.

- (1) Planting requirement. Ground cover as specified in Section 530.J, plus four large trees, three medium or small trees, and three evergreen or coniferous trees per one hundred (100) linear feet of greenspace area.
- (2) Minimum width requirement. The Type "D" Buffer area shall be a minimum width of twenty (20) feet.

H. Type "E" buffer.

- (1) Planting requirement. Ground cover as specified in Section 530.J, plus two large trees, two medium or small trees, three evergreen or coniferous trees, and thirty (30) shrubs per one hundred (100) linear feet of greenspace area.
- (2) Minimum width requirement. The Type "E" Buffer area shall be a minimum width of ten (10) feet.

SECTION 532 PARKING AREA LANDSCAPING

A. Applicability

- (1) All accessory parking areas containing ten (10) or more parking spaces.

B. Design Requirements

(1) No-Build Buffer Strip.

A no-build buffer strip, not less than ten (10) feet in width, shall be required on the perimeter of every parking area, drive, shared drive, alley, or loading area that is not located adjacent to a building. This buffer strip shall be used for landscaping, screening or drainage. Other landscaping and buffering requirements of this Section may be included within this buffer strip. The no-build buffer strip shall be planted in accordance with the requirements of Table 531.1, except in such case that the site characteristics are such that a stone or otherwise non-vegetated ground cover is found to be appropriate by the approval authority in the case of a development application or the Planning Director in all other cases. This requirement is not intended to be in addition to any other plantings required pursuant to § 531 Landscaping and Buffering.

SECTION 530

H. Adjustments

The Planning Director in the case of a site diagram or administrative site plan, or the approval authority in all other cases may waive or adjust any requirement of this section in whole or in part provided that one or more of the following conditions exist upon the site:

- (1) Existing conditions such as topography or vegetation provide an established screen or buffer which is equal to or superior in its ability to meet the Purpose of this Section. For the purposes of this subsection, vegetation requirements may be adjusted either in terms of the quantity of plantings otherwise required or in terms of the physical location of plantings otherwise required.
- (2) Decorative walls or fencing will be provided in lieu of all or some required plantings to provide an equal or superior buffer to meet the Purpose of this Section.
- (3) Natural features such as steep slopes or other topographical features make full compliance impractical or impossible.
- (4) Space limitations on the site or prevailing development patterns in the surrounding neighborhood justify alternative compliance.
- (5) Safety considerations warrant flexibility upon the site.
- (6) No practicable alternative in the placement of a building, structure, street or utility construction, access drives, stormwater management facilities, trails or pathways, or other site improvements is available.
- (7) In the instance of a waiver being requested, a modification request shall only be approved upon a determination that the existing site conditions or developed form of a property are such that the requirements of this section cannot reasonably be completed, that an alternative landscaping plan cannot be reasonably be substituted, and that the requested modification is the minimum modification necessary resulting from such site conditions or developed form.

I. Fractional Requirements

Where any calculation of required plant materials in this ordinance results in a fractional requirement, such requirement shall be rounded up to the next highest whole number.

J. Required Vegetation

All areas not covered by buildings, parking areas, driveways, walkways, pedestrian plazas or other pedestrian-oriented impervious surfaces or water surfaces shall be replanted with ground cover at a minimum. Ground cover may include:


- (1) Maintained lawn area;
- (2) Native wildflowers, vines, grasses, rushes, sedges, or ferns as identified within the ISN Planting Guidelines; or
- (3) Woodchips or rock provided that this type of material does not exceed twenty percent (20%) of the total of any individual landscaped area.

K. Existing Vegetation

Site plans should preserve existing trees greater than three (3) inches in caliper when ever feasible, especially in required landscaping areas. Relocation of existing trees within the site is encouraged. Relocated trees may be credited towards landscaping requirements in accordance with Table 530.L, below.

L. Credit for Existing Vegetation

Existing canopy trees, evergreens, flowering trees, and shrubs shall be protected and incorporated into the site plan wherever feasible. Existing vegetation may be credited as detailed in Table 530.L for

 Charter Township of Garfield Planning Department Report No. 2018-60		
Prepared:	May 30, 2018	Pages: 1 of 1
Meeting:	June 4, 2018-PRC (On-Site)	Attachments: <input type="checkbox"/>
Subject:	Silver Lake Recreation Area Pathway Crack Repair & Benches	

STAFF COMMENT:

Pathway Repair:

Many cracks are developing in the non-motorized pathway at the Silver Lake Recreation Area that should be repaired before more significant damage occurs over time. During a brief site visit, Staff observed several cracks in just a 100-foot or so segment along East Silver Lake Road. It is in this light that Staff would like the PRC to make a recommendation to the Township Board regarding funding and seeking bids for the repairs.

Benches:

In addition, the Township currently has possession of a couple of benches that have already been paid for that might be installed somewhere in the park, perhaps along the non-motorized pathway. The PRC should discuss potential locations for the benches and decide where they should be installed.

ACTION REQUESTED:

The following suggested motions are provided for your consideration following discussion:

Pathway Repair:

TO RECOMMEND THAT the Township Board approve funding for and engage in a bidding process for repairs to the cracks in the non-motorized pathway at the Silver Lake Recreation Area.

Benches:

TO RECOMMEND THAT the benches purchased by the Township be placed at the following locations at the Silver Lake Recreation Area _____.