

**CHARTER TOWNSHIP OF GARFIELD  
PLANNING COMMISSION MEETING  
July 12, 2017**

**Call Meeting to Order:** Chair Racine called the meeting to order at 7:00pm at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, MI 49684.

**Roll Call of Commission Members:**

Present: Steve Duell, Joe Robertson, Chris DeGood, Joe McManus, Pat Cline, Gil Uithol and John Racine

Staff Present: Rob Larrea

**1. Review and Approval of the Agenda – Conflict of Interest (7:00)**

*.Duell moved and Robertson seconded to approve the agenda as presented.*

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

*Nays: None*

**2. Minutes (7:01)**

**a. June 14, 2017 Regular Meeting Minutes**

Duell asked to change language in item 4 which will state that the board passed a motion to direct staff to prepare a resolution to pass Zoning Amendment #6; in item 5.a.i, the name should be Kevin Vahn and in item 5.b., in the last sentence, “met” shall be replaced by “meet”.

*DeGood moved and Duell seconded to approve the June 14, 2017 Regular Meeting Minutes as amended*

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

*Nays: None*

**3. Correspondence (7:03)**

None

**4. Reports (7:03)**

**Township Board Report**

Duell reported that the Board approved the rezoning of the Front Street property near Munson to C-O. Sidewalks may be located on one side of Barlow Street and the Miller Creek Fishing platform will be built by Seeds. A 10 day, 24 hour a day, dam removal permit was approved for AECom and Larrea noted that residents would be notified.

**Planning Commissioners**

No reports

**Planning Department**

Larrea placed a training opportunity for Commissioners on their desks and he is going to place the Recreation Survey on the website with a link for the public to complete.

**5. Business to Come Before the Commission****a. PD 2017-48 Ridges – Request for Map Amendment – Public Hearing (7:05)**

Mark Oppenhuizen, the architect on the project, said the rezoning request is for a 30 acre parcel directly south of Ridges 45. They are asking to rezone from A-1 Agricultural district to R-3 Multi-Family Residential without restriction. The application affects three properties along LaFranier Road at the intersection of Hammond Road.

Racine opened the Public Hearing at 7:10 p.m. and seeing no one wishing to comment, closed the Public Hearing. Commissioners reviewed the Findings of Fact and determined that where zoning district A-1 was mentioned, it be changed to "A."

*Duell moved and Cline seconded THAT the Findings of Fact for Application Z-2017-02, as presented in Planning Department Report 2017-48, BE RECOMMENDED FOR ADOPTION.*

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

*Duell moved and Uithol seconded THAT Application Z-2017-02 to rezone certain lands from the A Agricultural district to the R-3 Multi-Family district in the Garfield Township Ordinance No. 68 (Zoning Ordinance) BE RECOMMENDED FOR APPROVAL to the Township Board.*

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

**b. PD 2017-49 Ridges SUP Major Amendment – Public Hearing (7:14)**

The application requests a Major Amendment to Special Use Permit approval granted in 2015 to construct the third phase of an apartment project on a 30 acre development site on LaFranier Road. Mark Oppenhuizen, of Oppenhuizen Associates, explained that phase three is three apartment buildings containing 72 units. There will be a total of 304 apartment units in the completed project. A large open space area will be included as an extension of the clubhouse and include a pool, fire pit and grilling area. Stormwater drainage will be located in the open space as well.

Racine opened the Public Hearing at 7:20 p.m. and seeing no one wishing to comment, closed the Public Hearing. Commissioners discussed the proposed amendment and Larrea noted that developers are required to

submit full sized plan sets and all lighting is night sky compliant.

*Cline moved and Robertson seconded THAT the Findings of Fact for Application SUP-2015-01-B, as presented in Planning Department Report 2017-49, BE ADOPTED.*

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

*Duell moved and Uithol seconded THAT Application SUP-2015-01-B to request a Major Amendment to SUP-2015-01 BE APPROVED subject to the following conditions:*

- 1. The applicant shall work with staff to identify an appropriate means to provide future cross-access between the subject property and the future development sites to the south, as well as to ensure public access to the pedestrian pathway to be constructed along LaFranier Road.*
- 2. The applicant shall provide two (2) full sized plan sets, one (1) 11x17" plan set, and one electronic copy of the full application (in PDF format) with all updates as required by the conditions of this approval and indicating compliance with all provisions of the Zoning Ordinance.*
- 3. The applicant shall record promptly the amended Report and Decision Order (RDO) and any amendment to such order with the Grand Traverse County Register of Deeds in the chain of title for each parcel or portion thereof to which the RDO pertains. A copy of each recorded document shall be filed with the Township within ninety (90) days of final approval by the Township or approval shall be considered to have expired.*

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

**c. PD 2017-50 Life Story Service Drive Review (7:25)**

The property is located on a 5.4 acre parcel at 400 West Hammond Road between North Garfield and Townline Road. The application requests approval of a service drive to serve the proposed Life Story Funeral Home site. The proposed site is surrounded by wetlands and the proposed service drive will be located along approximately 400 feet of the property's northern frontage on West Hammond Road and is required by ordinance. Larrea said that Life Story will design the service drive as required but hold off on the western portion of the drive because of wetlands and the DEQ demands. Since no one can say for sure when something will be built next to the proposed development, it will be finished when the neighboring property is developed.

Dave Hendershot of Paradigm Design, who is planning the building, said there is a conservation easement on the property and there have been issues with obtaining permits. He said that the Road Commission

approved the location of the drive, and would also need something in writing stating that a left hand turn lane would not be required. Larrea and Hendershot will meet with the Road Commission to further discuss the service drive and any resulting traffic patterns. Hendershot asked about the timing of the building construction and Larrea said that the building could begin at any time once permits were obtained. The building could be built before the service drive, but an occupancy permit could not be issued until the service drive was completed.

*Utihol moved and Cline seconded THAT application SPR-2017-01, submitted by REI Consultants to establish a service drive on parcel 05-032-001-00, BE APPROVED with the following conditions:*

1. *The applicant work with Staff, township engineer, and attorney to finalize the review, agreements and construction of the service drive and bike path. If for any reason the parties cannot come to a reasonable agreement on a requirement the matter shall be sent back to the Planning Commission for a final determination.*
2. *All agency reviews and final engineering review by the Township's consultant are received prior to permitting the construction of the drive or non-motorized pathway.*
3. *That a letter by an engineer, signed and sealed, be provided to the Zoning Administrator certifying the construction of the service drive to township specifications be provided prior to the construction of any structures on the property.*
4. *That a cross-access easement be provided to adjacent properties and recorded with the Grand Traverse County Register of Deeds office following staff review.*

*Yeas: Utihol, Cline, McManus, DeGood, Robertson, Duell, Racine*

*Nays: None*

**d. PD 2017-51 – Serra Auto Conditional Rezoning Amendment (7:49)**

The subject property is located on 2.9 acres and is located at 940 Boon Street. It fronts both Boon Street and Garfield Road. The property was granted a conditional rezoning to C-2 with restrictions in 2007 to accommodate an expansion of the car dealership. Carrie Zeits, representing Serra Auto Dealership, addressed commissioners regarding the project and said that they are requesting an amendment to the rezoning agreement originally obtained in 2007. The plan is to remove some vegetation along Boon Street within the required buffer and also remove some in the right of way. According to the Road Commission, the trees need to be removed for sight distance and according to the airport officials, trees on the site need to be removed for the new runway extension. In time, their plan will result in significantly more buffer along Boon Street. Larrea asked if the proposed plan was in conformance with the ordinance regarding landscape standards. Commissioners were

concerned with yet another drive off of Boon Street. The business would have two drives off of Boon Street and the impact on the neighborhood may be great. Also mentioned by Commissioners was the building setback from neighboring residences. Zeits mentioned that the second drive was for large truck deliveries and Commissioners took issue with using the residential street for large truck traffic. She said that stormwater will be serviced by an underground storm chamber. Larrea will consult with the Township attorney regarding the site plan and conditional rezoning at the same time. Commissioners decided to hold a Public Hearing as long as the issues mentioned were addressed.

*DeGood moved and Duell seconded THAT Application Z-2017-03, submitted by Serra Works of Traverse City, LLC to modify and extend the conditional rezoning agreement also known as ZO Amendment 277 to Ordinance No. 10 to parcel 05-01-05-00 BE ACCEPTED and further THAT application Z-2017-03 BE scheduled for Public Hearing at the regular meeting of the Garfield Township Planning Commission to be held on August 9, 2017.*

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

7. **Public Comment (8:36)**  
None

8. **Items For Next Agenda July 26, 2017 (8:36)**  
a. Master Plan  
b. Conceptual Review

Duell commented that he likes aligning of crossway drives in business corridors.

9. **Adjournment**  
*McManus moved to adjourn the meeting at 8:43 p.m.*

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