

**CHARTER TOWNSHIP OF GARFIELD
PLANNING COMMISSION MEETING
September 12, 2018**

Call Meeting to Order: Vice Chair McManus called the meeting to order at 7:00 p.m. at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, MI 49684.

Roll Call of Commission Members:

Present: Joe McManus, Gil Uithol, Steve Duell, Joe Robertson, and Pat Cline

Absent and Excused: John Racine and Chris DeGood

Staff Present: Rob Larrea, Eric Perdonick

1. Review and Approval of the Agenda – Conflict of Interest (7:01)

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

Yeas: Uithol, Robertson, Duell, Cline, McManus

Nays: None

2. Minutes (7:01)

a. August 22, 2018

Uithol moved and Duell seconded to adopt the minutes of August 22, 2018 as presented.

Yeas: Uithol, Duell, Cline, McManus, Robertson

Nays: None

3. Correspondence (7:02)

None

4. Reports (7:02)

Township Board Report

Duell reported that Amendment 14 to Ordinance 68 was adopted and the Metro millage was passed at 2.35 mills. The Metro budget was tabled for further discussion. ACE Seal Right was approved to seal the township hall parking lot and the silt issue at Logan's Landing was also discussed.

Planning Commissioners

No report

5. Business to Come Before the Commission

a. PD 2018-94 Proposed Rainbow Child Care Center – Conceptual Review (7:04)

The application proposes a conceptual review of a 10,782 square foot childcare center with 37 parking spaces on a 1.76 acre property. Elik Swirlman, engineer for the client, is proposing access off of Silver Lake

Road. The Road Commission has been contacted and does not have any issues with the proposed approach. Traffic will be limited to drop off and pick up times and is estimated at 15 cars per half hour. Since this business will be located on the Bay Ridge PUD, Larrea reminded the applicant that the township must receive 60% sign off of the Bay Ridge PUD properties. The Planning Commission told the applicant that issues with easements and access needed to be addressed before moving forward with a formal application.

b. PD 2018-91 Aspen Pines Multi-Family Special Use Permit – Findings of Fact (7:30)

Robertson moved and Cline seconded THAT the Findings of Fact for the application SUP-2018-91 and being made a part of this motion, BE APPROVED.

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

Robertson moved and Duell seconded that application SUP-2018-04 BE APPROVED, subject to the following conditions:

- 1. Final engineering review and approval by the Township Engineer including all infrastructure, stormwater and FAA, if necessary.*
- 2. All final reviews from agencies with jurisdiction shall be provided prior to any Land Use Permits being issued.*
- 3. All proposed sidewalks, landscaping, and amenities shall be installed prior to issuance of a Certificate of Occupancy.*
- 4. The applicant shall provide two (2) full-size plan sets, one (1) 11x17" plan set, and one electronic copy of the full application in PDF format with all the updates, as required by the conditions of this approval and indicating compliance with all provisions of the Zoning Ordinance.*
- 5. 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: Robertson, Duell, Uithol, Cline, McManus
Nays: None*

c. PD 2018-90 Grand Traverse Oral Surgery Clinic Special Use Permit – Introduction (7:34)

The application requests approval of a Special Use Permit for a 15,000 square foot dental clinic with a basement, covered pick up and drop off areas, and an 85 space paved parking lot.

Offices are permitted via Special Use Permit in the I-G district. Bill Crain, of Crain Engineering, representing the applicant, said the project is located at Hammond and Garfield Roads. Two accesses to the project are proposed. Crain said that there will be three land divisions to develop the other parcels, but the Special Use Permit is only for the project as proposed. Commissioners shared concerns with the access off of Hammond Road in light of the access management ordinance.

Duell moved and Uithol seconded that application SUP-2018-05, submitted by Grand Traverse Oral Surgery, for a Special Use Permit for a dental clinic at 1807 N. Garfield Road, BE ACCEPTED, and be scheduled for a public hearing to be held on October 10, 2018, subject to the following additional information being provided by the applicant prior to September 17, 2018 to ensure that Staff has adequate time to review the information:

- 1) *An updated site plan with the dumpster enclosure located in a more practical area for garbage truck circulation.*
- 2) *A review letter from Grand Traverse Metro Fire Department indicating that the concerns outlined in the review letter dated August 14, 2018 have been addressed.*
- 3) *Clarification from the applicant regarding the "possible" land divisions noted on the site plan.*
- 4) *An updated landscaping plan with a note indicating that the buffer required by the Garfield Township Zoning Ordinance will be installed along the south of the property at which time the property to the south is developed.*
- 5) *Clarification from the applicant regarding all Grand Traverse County Road Commission concerns noted in their July 2, 2018 letter.*
- 6) *Relocate the snow storage for "Retention Basin A" to a more suitable location.*
- 7) *An updated site plan providing details regarding the number of bicycle parking spaces required and provided, and indicating that the design requirements of the Garfield Township Zoning Ordinance are met.*
- 8) *The applicant will determine ownership of the parcels related to the application.*

Yeas: Duell, Uithol, Cline, Robertson, McManus

Nays: None

d. PD 2018-89 Proposed Access Management Amendment – Public Hearing (8:01)

Larrea said that this amendment is intended to create flexibility regarding accesses and service drives and sets minimum standards for access points on roads. McManus opened the Public Hearing at 8:04 p.m. and seeing no one wishing to speak, closed the Public Hearing.

Uithol moved and Robertson seconded to recommend to the Board of Trustees THAT the proposed amendment to Section 512 – Service Drives in the Garfield Township Ordinance No. 68, as attached to PD Report 2018-89, BE ADOPTED.

Yeas: Uithol, Robertson, Cline, Duell, McManus

Nays: None

6. Public Comment (8:08)

Art Silverton, an owner at Traverse Hills Condominium complex, part of the Bay Ridge SUP, commented on traffic and stormwater runoff concerns for the proposed daycare project.

Lance Factor, also a resident of Traverse Hills, commented on traffic concerns from the proposed daycare facility.

7. Items For Next Agenda – September 26, 2018 (8:13)

Duell moved and Cline seconded to cancel the Planning Commission meeting to be held on September 26th due to a Michigan Planner’s conference.

Yeas: Duell, Cline, Uithol, Robertson, McManus

Nays: None

8. Adjournment

Cline moved to adjourn the meeting at 8:15pm.



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