



3848 VETERANS DRIVE / TRAVERSE CITY, MI 49684  
(231) 941-1620 / FAX: (231) 941-1588  
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SPRING 2017

# Garfield

## Charter Township

SERVING THE CITIZENS OF NORTHERN MICHIGAN

### TOWNSHIP HOURS

Monday —Thursday

7:30 a.m. to 6:00 p.m.

CLOSED FRIDAYS

### HOLIDAY HOURS

Township offices will be closed for the observance of the following holidays:

President's Day February 20th

Memorial Day May 29th

Independence Day July 4th

Labor Day September 4th

### ELECTED OFFICIALS

CHUCK KORN.....SUPERVISOR

LANIE McMANUS.....CLERK

JEANE BLOOD LAW.....TREASURER

MOLLY AGOSTINELLI.....TRUSTEE

STEVE DUELL.....TRUSTEE

DENISE SCHMUCKAL.....TRUSTEE

DAN WALTERS.....TRUSTEE

### STAFF

HILARY ALPERS.....INTER DEPT. ASSISTANT

JUDY BATTLE.....ADMIN. ASSISTANT

AMY DEHAAN.....ASSESSOR

RICH DERKS.....BUILDING INSPECTOR

MICHAEL GREEN.....ZONING ADMINISTRATOR

ROB LARREA.....PLANNING DIRECTOR

CHLOE MACOMBER.....DEPUTY TREASURER

BILL MOUSER.....FACILITIES MANAGER

SUE MUHA.....APPRAISER

DOROTHY PETROSKEY.....OFFICE COORDINATOR

THOM SCHMUCKAL.....CODE ENFORCEMENT

KRISTEN STEGER.....APPRAISER

CARL STUDZINSKI.....BUILDING OFFICIAL

BETTY TEZAK.....DEPUTY CLERK

### FROM THE TREASURER

### JEANE BLOOD LAW

It is the time of year to file income tax returns. Are you missing your property tax information? Look up your info on our website: [www.garfield-twp.com](http://www.garfield-twp.com) Click on the green box that says "Click Here for Property Info". If you still need to pay your 2016 property taxes, you can do that on the website too. Tax payments will be accepted at the Township until Tuesday, February 28, 2017. After that date, all real property taxes still owed will be sent to the Grand Traverse County Treasurer and will need to be paid at their office on Boardman Ave. Our website is available to provide you with tax info 24 hours a day conveniently from the comfort of your home. Your first time accessing your information, you will need to create a user name and password. Please let us know if we can assist you in any way.

### FROM THE ASSESSOR

Michigan's property tax system was instituted early in our history and provides funding for education and local government. The system relies on the determination of Fair Market Value. In order to maintain the system's integrity, routine property visits are necessary and are made by the three agencies charged with maintaining the property tax system.

**The local Assessor** determines the value of each parcel annually. To accomplish this, a mass appraisal system (based on a construction cost manual, modified by similar, sold properties) is used. The costs used to value buildings require exterior measurements of the buildings, and relies on property visits to accurately catalog the property's land and building attributes (record card review).

**The County Equalization Department (CED)** determines proper overall assessment levels for each unit in each property class within the county. Equalization studies are used to make these determinations, and also require property visits of sold properties and/or appraisals on random samples selected each year. Value conclusions are made using the same cost manual and procedures that Assessors are required to use.

**The State Tax Commission (STC)** through the Property Services Division (PSD) monitors both the Assessor and CED throughout the annual assessment cycle. PSD staff may make random property visits in the monitoring process, which leads to the STC determination of State Equalized Value (SEV).

Value conclusions are made using the same cost manual and procedures used by Assessors and CED. These routine property visits depend on property owner participation. The property tax system relies on a three-tiered check-and-balance process that requires these visits to maintain its integrity. As a property owner, you may choose whether to participate. Simply write or email us stating your request. We hope you will participate because accurately cataloging a property's land and building attributes for the record is beneficial to the property owner and essential to the property tax system.

As always, if you have questions, please do not hesitate to stop in or call us!

### NO CHARGE WASTE PASSES

In the Spring, Garfield Township residents can pick up a no charge yard waste pass at the Township Hall during regular business hours. A valid ID is required to verify Garfield Township residence status. The pass is good for one trip and load not to exceed up to three (3) cubic yards of acceptable material brought to the Grand Traverse County Keystone Brush Drop-Off site located at 2471 N. Keystone Rd. Acceptable material for this no charge yard waste pass includes: brush, branches (up to 12 inches in diameter) leaves and grass clippings. The no charge pass is only valid for dropping off acceptable material at the Brush Drop-Off site during specific dates. Contact the Township office after March 31, 2017 to get more information on when these passes will be available.

## PLANNING DEPARTMENT

Garfield Township continues to experience growth in the residential and commercial sectors. Our modern zoning ordinance (adopted in 2015) has greatly simplified the process for developers by providing submit-tal checklists and by streamlining the development approval process. The ordinance includes flexibility to ensure that property rights are protected, while also encouraging infill and redevelopment rather than sprawl. The ordinance strongly promotes preservation of natural resources, supports mixed-use zoning and development, and requires that adequate pedestrian facilities are provided on a case-by-case basis.

Since 2014, the Planning Commission has reviewed over 30 formal applications, including new project developments, amendments to approved projects, and zoning map amendments. Only two applications have been denied by the Planning Commission since 2014, and both cases were upheld when the applicant appealed the decision to Circuit Court. Two projects were withdrawn. One application for a mixed-use project near West High School expired after the applicant failed to provide a complete traffic impact analysis. We look forward to seeing the positive development trend continue in 2017.

The Planning Commission is currently working to finalize a new draft Master Plan, and will invite public comment on the plan in the spring. The draft Master Plan has been posted to our department page at [www.garfield-twp.com/planning.asp](http://www.garfield-twp.com/planning.asp).

In addition, the City of Traverse City / Garfield Township Joint Planning Commission recently finalized a new zoning ordinance for the Grand Traverse Commons redevelopment district. The new ordinance is intended to simplify regulations and encourage the continued success of one of the largest historic rede-velopment projects in the country. If you haven't been to the Commons lately, go take a look. Develop-ment of Building 50, the massive main building, is now complete. The project continues to expand into the other unique historic buildings on the site.

We would like to thank Kit Wilson and John Nelson for their years of service on the Planning Commis-sion. In January we also said goodbye to Brian VanDenBrand, our Deputy Planner, who has moved on to take the position of Director of Planning and Zoning at Peninsula Township. We look forward to wel-coming a new deputy planner soon.

## ZONING DEPARTMENT REPORT

We would like to remind residents and businesses that the Garfield Township Noise Ordinance (Ordinance #47) prohibits the operation of many types heavy equipment and vehicles that generate loud noise, such as snow removal equipment, garbage trucks, construction vehicles and equipment, and similar equipment, from operating between the hours of 10 pm and 6 am. Police, fire, ambulance, road Commis-sion, and other public service or emergency vehicles, are exempt from the ordinance. Snow removal op-erations between 10 pm and 6 am are allowed during a declared "snow emergency". Please contact the Zoning Department if you have any questions pertaining to the noise ordinance. Most of our township ordinances, including the noise ordinance, can be found on our website at <http://www.garfield-twp.com/ordinances.asp>. We would also like to remind you that signage is regulated by the Garfield Township Zon-ing Ordinance. Section 630 of the Zoning Ordinance contains regulations that establishes limits on the number of signs per parcel or business, the maximum size and height of signs, types of signs allowed, and the location of signs on the property; this section does not regulate signage located inside a business or residence that is not visible from the outside. Please review Section 630 of the Zoning Ordinance before installing any outdoor signage and/or contact us to make sure your signage is allowed; a sign permit is required prior to the installation of most signage.

## 2016 BUILDING DEPARTMENT REPORT

2016 saw a year of robust construction in Garfield Township. Over the past year, the building depart-ment issued 229 permits with a total construction value of over \$47 million dollars amounting to almost a 50% increase from last year! **The table below breaks down the permits by category, number of permits issued, and construction value for the 2016.**

Item	# Of Permits	Construction Value
Single Family Homes	66	\$16,219,140
New Commercial Buildings	17	\$18,037,500
Commercial Alterations	49	\$10,897,580
Residential Alterations	25	\$ 694,704
Misc. Permits	72	\$ 1,606,304

The Township Board is always looking for residents to serve on various boards and commissions. Please send a letter of interest to the Township Supervisor at the township hall if this is some thing you might be interested in. Get involved in your community!

### 2017 BOARD MEETINGS

February—14th & 28th  
 March—14th & 28th  
 April—11th & 25th  
 May—9th & 23rd  
 June—13th & 27th  
 July—11th & 25th  
 August—8th & 22nd

All meetings begin promptly at 6:00 p.m. upstairs in the Township Hall. Meeting agendas, minutes and videos can be viewed on the Township website.



The Township Board meets the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of each month at 6:00 p.m.

The Planning Commission meets on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of each month at 7:00 p.m.

The Zoning Board of Appeals meets on an as needed basis on the 3<sup>rd</sup> Wednesday of each month at 7:00 p.m..

The Parks and Recreation Commission meet 4 times per year, usually in January, April, July and October on the first Tuesday at 6:00 p.m.

All meetings take place at the Garfield Township Hall unless stated otherwise on the agenda. We welcome your participa-tion!