

# CHARTER TOWNSHIP OF GARFIELD

## TOWNSHIP BOARD MEETING

Tuesday, February 25, 2025 at 6:00pm  
Garfield Township Hall  
3848 Veterans Drive  
Traverse City, MI 49684  
Ph: (231) 941-1620

### AGENDA

#### **ORDER OF BUSINESS**

**Call meeting to order**

**Pledge of Allegiance**

**Roll call of Board Members**

#### **1. Public Comment**

##### **Public Comment Guidelines:**

Any person shall be permitted to address a meeting of The Township Board, which is required to be open to the public under the provision of the Michigan Open Meetings Act, as amended. (MCLA 15.261, et.seq.) Public Comment shall be carried out in accordance with the following Board Rules and Procedures: a.) any person wishing to address the Board is requested to state his or her name and address. b.) No person shall be allowed to speak more than once on the same matter, excluding time needed to answer Township Board Member's questions. Where constrained by available time the Chairperson may limit the amount of time each person will be allowed to speak to (3) minutes. 1.) The Chairperson may at his or her own discretion, extend the amount of time any person is allowed to speak. 2.) Whenever a Group wishes to address a Committee, the Chairperson may require that the Group designate a spokesperson; the Chairperson shall control the amount of time the spokesperson shall be allowed to speak when constrained by available time.

#### **2. Review and approval of the Agenda - Conflict of Interest**

#### **3. Consent Calendar**

The purpose of the Consent calendar is to expedite business by grouping non-controversial items together to be dealt with in one Board motion without discussion. Any member of the Board, staff or the public may ask that any item on the Consent Calendar be removed there from and placed elsewhere on the Agenda for full discussion. Such requests will be automatically respected. If any item is not removed from the Consent Calendar, the action noted in parentheses on the Agenda is approved by a single Board action adopting the Consent Calendar.

a. Minutes – February 11, 2025 (Recommend Approval)

b. Bills -

(i) General Fund	\$52,567.50
(Recommend Approval)	

(ii) Gourdie-Fraser	
Developer's Escrow Fund – Storm Water Reviews, Utility Plan Review,	
Oversight & Closeout	\$2,160.00
General Utilities	4,837.00
General	9,719.51
Park Funds / DNR Trust Fund	7,587.50
Total	\$24,304.01
(Recommend Approval)	

- c. Consideration of Copper Ridge PUD Major Amendment – Introduction and set Public Hearing for March 25, 2025 (Recommend Approval)

**4. Items removed from the Consent Calendar**

**5. Correspondence**

- a. Traverse Connect Business Growth Barometer Survey Results & Quarterly Update

**6. Reports**

- a. County Commissioner's Report
- b. Joint Rec Authority Report
  - Letter regarding municipal water service at Historic Barns Park
- c. Engineering Report / Construction Update
- d. Township Manager's Report
- e. Supervisor's Report

**7. Unfinished Business**

- a. Consideration of approving the Traverse Connect Business Survey

**8. New Business**

**9. Public Comment**

**10. Other Business**

**11. Adjournment**

Lanie McManus, Clerk

The Garfield Township Board 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 the Garfield Township Board. Individuals with disabilities requiring auxiliary aids or services should contact the Garfield Township Board by writing or calling Lanie McManus, Clerk, Ph: (231) 941-1620, or TDD #922-4412.

## CHARTER TOWNSHIP OF GARFIELD TOWN BOARD MEETING February 11, 2025

Supervisor McManus called the Town Board Meeting to order at the Garfield Township Hall on February 11, 2025 at 6:00 p.m.

### Pledge of Allegiance

### Roll Call of Board Members

Present: Molly Agostinelli, Chuck Korn, Laurie Lapp, Joe McManus, Lanie McManus and Denise Schmuckal

Absent and Excused: Chloe Macomber

Also in Attendance: Township Manager Chris Barsheff

### 1. Public Comment (6:00)

None

### 2. Review and Approval of the Agenda - Conflict of Interest (6:01)

Supervisor McManus asked to remove the MMR report from the agenda.

*Schmuckal moved and Agostinelli seconded to approve the agenda as amended.*

*Yeas: Schmuckal, Agostinelli, Lapp, L. McManus, Korn, J. McManus*

*Nays: None*

### 3. Consent Calendar (6:03)

#### a. Minutes

January 28, 2025 (Recommend Approval)

#### b. Bills

General Fund	\$104,479.05
(Recommend Approval)	

#### c. Parks and Recreation Commission Annual Report for 2024 (Receive and File)

#### d. Township Strategic Plan – 2024 Year End Report (Receive and File)

#### e. Consideration of amending the address for High Tops TC, LLC, Class C License, Resolution 2025-04-T (Recommend Approval)

*Korn moved and Schmuckal seconded to adopt the consent calendar as presented.*

*Yeas: Korn, Schmuckal, Agostinelli, Lapp, L. McManus, J. McManus  
Nays: None*

**4. Items Removed from the Consent Calendar**

None

**5. Correspondence (6:04)**

None

**6. Reports**

**a. County Commissioner's Report (6:04)**

County Commissioners Lauren Flynn stated that there was a study session and regular meeting with discussion centering on Safe Harbor. The BOC will help fund for a year-round program with certain stipulations attached to the money.

**b. Sheriff's Report (6:06)**

Lt. Roy Raska reviewed January statistics for Garfield Township.

**c. GT Metro Fire Report (6:08)**

GT Metro Chief Paul Mackin reviewed calls in the township and overall Metro area for January 2025. Mackin indicated that five candidates completed firefighter testing. Metro recruited for the public educator position and the new person will begin in March.

**d. MMR Report**

Removed from agenda, report included in packets.

**e. Planning Department Monthly Report for February (6:18)**

Report included in packets

**f. Parks & Recreation Report (6:18)**

The Parks and Rec report was included in packets. Schmuckal updated board members on the potential purchase of a Snow Dog which could be used to haul items on trails and groom trails for cross country ski activities.

**g. Treasurer's Report (6:20)**

Report included in packets

**h. Clerk's Report (6:20)**

Clerk's report was submitted in writing L. McManus stated that her department met with the auditor in preparation for the yearly audit.

**i. Township Manager's Report (6:21)**

Barsheff stated that there may be some major road projects coming in the next few years. He indicated that new water main lease agreements for



properties on Keystone and Cass Roads may be coming to the board. Board members discussed a possible easement for the water line. Barsheff stated that there is approximately \$25,000 remaining from an EGLE Grant for HVAC updates to the town hall and asked staff and the building committee to suggest projects. Upgrading bathroom heat at Silver Lake Park was suggested. Grand Traverse County will draft a MOU for the newly adopted Soil Erosion ordinance to enforce the ordinance until such a time that the township can take over completely. Barsheff indicated that he would make arrangements to purchase the Snow Dog for the township and stated that he was also inducted into the Rotary.

### **Traverse Connect Business Survey**

Barsheff shared a proposed Traverse Connect survey for businesses in the township. He invited board members to make suggestions regarding the survey.

#### **j. Supervisor's Report (6:35)**

J. McManus reported that he met with Matt Cowell and discussed the water situation with the city. The letter to city went out on Jan 31<sup>st</sup> and no response has been received by the township yet. The BPW wished to revisit becoming an authority and all townships would need to approve the move. There will be a Joint Meeting with the Planning Commission at 6:00 on Wednesday February 26<sup>th</sup>.

### **7. Unfinished Business**

#### **a. Consideration of purchasing tablets for the Township Board (6:38)**

Barsheff reviewed the cost of the tablets and gave board members the prices with or without the AppleCare plan.

*Schmuckal moved to purchase tablets for the board members with the AppleCare protection plan included at a price of \$3,143.84. Agostinelli seconded.*

*Yeas: Schmuckal*

*Nays: Agostinelli, Korn, Lapp, L. McManus, J. McManus*

*Schmuckal moved and Korn seconded to purchase tablets and accessories for the board without an AppleCare protection plan at a cost of \$2,591.84.*

*Yeas: Schmuckal, Korn, Agostinelli, Lapp, L. McManus, J. McManus*

*Nays: None*

### **8. New Business**

#### **a. Consideration of adopting a new Township Technology/Equipment Policy (6:46)**

Barsheff presented the proposed Township Technology/Equipment Policy which covers everything from issuing the device to turning it back in. This policy would apply to the Board and all township staff.

*Schmuckal moved and Lapp seconded to adopt the Township Technology/Equipment Policy as presented.*

*Yeas: Schmuckal, Lapp, L. McManus, Korn, Agostinelli, J. McManus  
Nays: None*

- b. Consideration of adopting updates to the Employee Handbook (6:47)**  
Barsheff explained that this update was needed since the Earned Sick Time Act will take effect on February 21st. Board members discussed the handbook changes.

*Schmuckal moved and Lapp seconded to adopt the new handbook updates as presented with two changes to the employee letter as proposed.*

*Yeas: Schmuckal, Lapp, Agostinelli, L. McManus, Korn, J. McManus  
Nays: None*

- 9. Public Comment: (7:02)**  
None

- 10. Other Business (7:02)**  
None

- 11. Adjournment**  
*McManus adjourned the meeting at 7:02pm.*

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Joe McManus, Supervisor  
Charter Township of Garfield  
3848 Veterans Drive  
Traverse City, MI 49686

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Lanie McManus, Clerk  
Charter Township of Garfield  
3848 Veterans Drive  
Traverse City, MI 49686



Michigan Department of Licensing and Regulatory Affairs  
Liquor Control Commission (MLCC)  
Toll Free: 866-813-0011 • [www.michigan.gov/lcc](http://www.michigan.gov/lcc)

Business ID: \_\_\_\_\_

Request ID: \_\_\_\_\_

(For MLCC use only)

**Local Government Approval**

(Authorized by MCL 436.1501)

**RESOLUTION 2025-04-T****Instructions for Applicants:**

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

**Instructions for Local Legislative Body:**

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Charter Township of Garfield council/board  
(regular or special) (name of township, city, village)  
called to order by Supervisor McManus on February 11, 2025 at 6:00 pm  
(date) (time)  
the following resolution was offered:  
Moved by Chuck Korn and supported by Denise Schmuckal  
that the application from High Tops TC, LLC  
(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): Class C Liquor License

(list specific licenses requested)

to be located at: 1776 S. Garfield Ave., Suite 1, Traverse City, MI 49686

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: \_\_\_\_\_

It is the consensus of this body that it recommends this application be considered for  
(recommends/does not recommend)  
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are \_\_\_\_\_

**Vote**Yeas: 6Nays: 0Absent: 1

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the Garfield Township  
council/board at a regular meeting held on February 11, 2025  
(regular or special) (date) (name of township, city, village)

Lanie McManus

Print Name of Clerk

Signature of Clerk

2-12-2025  
Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Overnight packages: 2407 N. Grand River, Lansing, MI 48906

Fax to: 517-763-0059

Check Date	Bank	Check #	Payee	Description	GL #	Amount
02/12/2025	GEN	43097	LARK LAWN & GARDEN, INC.	CAPITAL OUTLAY	208-000-970.000	4,999.93
02/12/2025	GEN	43098	AMAZON CAPITAL SERVICES	SUPPLIES	101-215-726.000	16.98
		43098		SUPPLIES	101-371-726.000	86.44
						<hr/> 103.42
02/12/2025	GEN	43099	CONSUMERS ENERGY		101-000-084.861	1,686.08
		43099			101-448-920.005	2,596.85
						<hr/> 4,282.93
02/12/2025	GEN	43100	CONSUMERS ENERGY		101-448-920.005	3,425.02
02/12/2025	GEN	43101	DETROIT CHAPTER ASA	EDUCATION & TRAINING	101-257-960.000	175.00
02/12/2025	GEN	43102	GFL ENVIRONMENTAL	CONTRACTED AND OTHER SERVICES	208-000-805.000	611.07
02/12/2025	GEN	43103	GFL ENVIRONMENTAL	RUBBISH REMOVAL	101-265-935.604	144.91
02/12/2025	GEN	43104	GRANITE TELECOMMUNICATIONS	TELEPHONE	101-265-850.000	161.86
02/12/2025	GEN	43105	HI-TECH SYSTEM SERVICE, INC	COMPUTER SUPPORT SYSTEMS	101-228-955.000	7,250.00
02/12/2025	GEN	43106	INTEGRITY BUSINESS SOLUTIONS	SUPPLIES	101-101-726.000	34.99
		43106		SUPPLIES	101-215-726.000	71.99
						<hr/> 106.98
02/12/2025	GEN	43107	MICHIGAN TOWNSHIPS ASSOCIATION	EDUCATION & TRAINING	101-101-960.000	150.00
02/12/2025	GEN	43108	MUNICIPAL UNDERWRITERS OF MI	INSURANCE - LIABILITY	101-851-712.001	26,752.00
02/12/2025	GEN	43109	OLSON & HOWARD, P.C.	LEGAL SERVICES - TOWNBOARD	101-101-801.002	952.00
		43109		LEGAL SERVICES	101-704-801.000	16.50
						<hr/> 968.50
02/12/2025	GEN	43110	SPECTRUM ENTERPRISE	COMPUTER NETWORK	101-228-955.001	159.98
02/12/2025	GEN	43111	TRAVERSE CITY FLEET REPAIR	OIL CHANGES	101-321-863.000	43.00
		43111		MISCELLANEOUS	101-321-864.000	851.15
						<hr/> 894.15
02/12/2025	GEN	43112	TRAVERSE CITY RECORD EAGLE		101-101-901.000	305.95
02/12/2025	GEN	43113	WAARA TECHNOLOGIES	CONTRACTED AND OTHER SERVICES	101-101-805.000	2,075.80

3b.(i)

02/20/2025 08:28 AM

User: Lanie

DB: Garfield

## CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF GARFIELD

CHECK DATE FROM 02/06/2025 - 02/18/2025

Page 2/2

Banks: GEN

Check Date	Bank	Check #	Payee	Description	GL #	Amount
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TOTAL - ALL FUNDS

TOTAL OF 17 CHECKS



52,567.50

--- GL TOTALS ---

101-000-084.861	DUE FROM #861 STREET LIGHTS	1,686.08
101-101-726.000	SUPPLIES	34.99
101-101-801.002	LEGAL SERVICES - TOWNBOARD	952.00
101-101-805.000	CONTRACTED AND OTHER SERVICES	2,075.80
101-101-901.000	ADVERTISING	305.95
101-101-960.000	EDUCATION & TRAINING	150.00
101-215-726.000	SUPPLIES	88.97
101-228-955.000	COMPUTER SUPPORT SYSTEMS	7,250.00
101-228-955.001	COMPUTER NETWORK	159.98
101-257-960.000	EDUCATION & TRAINING	175.00
101-265-850.000	TELEPHONE	161.86
101-265-935.604	RUBBISH REMOVAL	144.91
101-321-863.000	OIL CHANGES	43.00
101-321-864.000	MISCELLANEOUS	851.15
101-371-726.000	SUPPLIES	86.44
101-448-920.005	STREET LIGHTS TOWNSHIP	6,021.87
101-704-801.000	LEGAL SERVICES	16.50
101-851-712.001	INSURANCE - LIABILITY	26,752.00
208-000-805.000	CONTRACTED AND OTHER SERVICES	611.07
208-000-970.000	CAPITAL OUTLAY	4,999.93
	TOTAL	52,567.50



Engineering  
Surveying  
Testing &  
Operations

123 West Front Street  
Traverse City, Michigan 49684  
231.946.5874   
231.946.3703 

February 18, 2025

## SUMMARY OF BILLINGS FOR APPROVAL FROM GARFIELD TOWNSHIP

### I. Developer's Escrow Fund

#### A. Storm Water Reviews

1. Engineering consulting services for storm water plan review.

**Two Brother Dog Park Café and Taphouse, Escrow No. 214.840**

Project#	24340	2434002		343.75
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2. Engineering consulting services for storm water plan review.

**CRM - Welch Court Facility Expansion, Escrow No. 214.811**

Project#	25018	2501801		878.75
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	Total A	1,222.50
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#### B. Utility Plan Review, Oversight & Closeout

1. Engineering plan review, construction services, project turnover.

**Britten North Manufacturing/Storage, Escrow No. 214.851**

Project#	22327	Invoice No.	2232707	937.50
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	Total B	937.50
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	Total Developer's Escrow Fund	2,160.00
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### II. General Utilities

1. Engineering consulting services.

**NW Service District Water System Improvements (Water Storage Tank)**

Project#	16037	Invoice No.	1603726	4,837.00
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	Total Utility Receiving Fund	4,837.00
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### III. General

1. Engineering services for water contract review and data compilation for submission to legal counsel.

**Water Contract**

Project#	25029C	Invoice No.	25029302	3,449.51
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2. Engineering services for meeting, plan review, evaluation of flow demands and impact analysis.

**Grand Traverse Commons Water connection**

Project#	25029C	Invoice No.	25029301	1,230.00
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3. Engineering services to bring Ordinance #49 into current compliance requirements.

**Storm Water Ordinance Update**

Project#	25029C	Invoice No.	25029303	5,040.00
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	Total Park Funds / DNR Trust Fund	9,719.51
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### IV. Park Funds / DNR Trust Fund

1. Engineering design, survey, permitting, bidding, and construction services.

**South Airport and Barlow Road, Trail Extensions**

Project#	24070	Invoice No.	2407005	7,587.50
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	Total Park Funds / DNR Trust Fund	7,587.50
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	GRAND TOTAL	\$24,304.01
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**Invoice**

Gourdie-Fraser, Inc.  
123 West Front Street, Suite A  
Traverse City, MI 49684  
Phone: 231-946-5874 Ext. 310  
melanie@gfa.tc Pay By Credit Card:  
Traverse City, MI 49684

JOE MCMANUS, TOWNSHIP SUPERVISOR  
CHARTER TWP OF GARFIELD  
3848 VETERANS DR  
TRAVERSE CITY, MI 49684

February 18, 2025  
Project No: 24340  
Invoice No: 2434002

Re: Two Brothers Dog Park Cafe and Taphouse, Storm Water Review, Escrow No. 214.840

Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and correspondence letter of final review with some outstanding items noted to be provided to township.

Project Location: 1776 S. Garfield, Traverse City

**Professional Services from January 19, 2025 to February 15, 2025**

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Project Engineer	2.25	140.00	315.00	
Design Engineer	.25	115.00	28.75	
Totals	2.50		343.75	
<b>Total Labor</b>				<b>343.75</b>
		<b>Total this Invoice</b>		<b>\$343.75</b>

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Labor	343.75	947.50	1,291.25
<b>Totals</b>	<b>343.75</b>	<b>947.50</b>	<b>1,291.25</b>

**Invoice**

Gourdie-Fraser, Inc.  
123 West Front Street, Suite A  
Traverse City, MI 49684  
Phone: 231-946-5874 Ext. 310  
melanie@gfa.tc      Pay By Credit Card:  
Traverse City, MI 49684

CHRIS BARSHEFF, TOWNSHIP MANAGER  
CHARTER TWP OF GARFIELD  
3848 VETERANS DR  
TRAVERSE CITY, MI 49684

February 18, 2025  
Project No: 25018  
Invoice No: 2501801

Re: CRM - Welch Court Facility Expansion, Storm Water Review, Escrow No. 214.811

Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services include communication with applicant / engineer, correspondence with initial review comments and changed needed.

Project Location: 486 W. Welch Court, Traverse City, MI 49686

**Professional Services from December 14, 2024 to February 15, 2025**

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Project Engineer II	.50	135.00	67.50	
Project Engineer	.25	140.00	35.00	
Design Engineer	6.75	115.00	776.25	
Totals	7.50		878.75	
<b>Total Labor</b>				<b>878.75</b>
		<b>Total this Invoice</b>		<b>\$878.75</b>

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Labor	878.75	0.00	878.75
<b>Totals</b>	<b>878.75</b>	<b>0.00</b>	<b>878.75</b>



**Invoice**

Gourdie-Fraser, Inc.  
123 West Front Street, Suite A  
Traverse City, MI 49684  
Phone: 231-946-5874, Fax: 231-946-9634  
melanie@gfa.tc Pay By Credit Card:  
Traverse City, MI 49684

JOE MCMANUS  
CHARTER TWP OF GARFIELD  
3848 VETERANS DR  
TRAVERSE CITY, MI 49684

February 18, 2025  
Project No: 22327  
Invoice No: 2232707

Re: Britten North Manufacturing/Storage, Storm Water Review, Escrow No. 701-000-214.851

Services Performed:

1. Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and correspondence letter of initial review along with second review with revisions requested.
2. Fulltime construction observation, water main testing and walk through with GTC DPW.
3. Project turnover, review drawing and easements, close out and turnover documentation to township and updated to GIS and overall utility maps.
4. AS#2 - Additional inspection time and costs related to the installation of water main and sewer main lead (force main) only as detailed in Escrow letter dated 01/16/24. Hourly Estimated \$9,250.

Project Location: 2466 Cass Road, Traverse City

**Professional Services from December 14, 2024 to February 15, 2025**

**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Storm Water Plan Review	2,000.00	100.00	2,000.00	2,000.00	0.00
Construction Observation, Testing	5,000.00	100.00	5,000.00	5,000.00	0.00
AS#2 Const. Observation, Testing	9,250.00	100.00	9,250.00	9,250.00	0.00
Project Turnover	1,250.00	100.00	1,250.00	312.50	937.50
Total Fee	17,500.00		17,500.00	16,562.50	937.50
			<b>Total Fee</b>		<b>937.50</b>
				<b>Total this Invoice</b>	<b>\$937.50</b>

**Invoice**

Gourdie-Fraser, Inc.  
123 West Front Street, Suite A  
Traverse City, MI 49684  
Phone: 231-946-5874, Fax: 231-946-9634  
melanie@gfa.tc Pay By Credit Card:  
Traverse City, MI 49684

JOE MCMANUS, TOWNSHIP SUPERVISOR  
ANAGER CHARTER TWP OF GARFIELD  
3848 VETERANS DR  
TRAVERSE CITY, MI 49684

February 18, 2025  
Project No: 16037  
Invoice No: 1603726

Re: NW Service District Water System Improvements

Services Performed: Engineering and construction services for final design, bidding, construction staking, observation and administration, close out and record drawings for water main extension.

Additional Services:

1. 01/17/18 Heritage Estates entrance reconstruction.

Project Location: Harris Road and Cedar Run Road, Garfield Township, Grand Traverse County, Michigan.

**Professional Services from January 19, 2025 to February 15, 2025**

**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
WATER STORAGE TANK	0.00	0.00	0.00	0.00	0.00
Research	15,000.00	100.00	15,000.00	15,000.00	0.00
Engineering Design	25,000.00	100.00	25,000.00	25,000.00	0.00
Topographic Survey	5,000.00	100.00	5,000.00	5,000.00	0.00
Bidding	5,000.00	100.00	5,000.00	5,000.00	0.00
Construction Staking	5,000.00	100.00	5,000.00	5,000.00	0.00
Construction Administration	10,000.00	100.00	10,000.00	10,000.00	0.00
Construction Inspection	25,000.00	100.00	25,000.00	25,000.00	0.00
Record Drawings/Close Out	3,500.00	100.00	3,500.00	3,500.00	0.00
	0.00	0.00	0.00	0.00	0.00
WATERMAIN EXTENSIONS	0.00	0.00	0.00	0.00	0.00
Prop. Acquisition/Utility Research	10,000.00	100.00	10,000.00	10,000.00	0.00
Final Design/Permitting	50,000.00	100.00	50,000.00	50,000.00	0.00
Topographic Survey	15,000.00	100.00	15,000.00	15,000.00	0.00
Bidding	6,500.00	100.00	6,500.00	6,500.00	0.00
Construction Staking	20,000.00	100.00	20,000.00	20,000.00	0.00
Construction Administration	25,000.00	100.00	25,000.00	25,000.00	0.00
Construction Inspection	120,000.00	100.00	120,000.00	120,000.00	0.00

Project	16037	GARFIELD/FD,BID,STK,CA,CM/HARRIS-CEDAR R				Invoice	1603726
Record Drawings/Close Out		9,500.00	100.00	9,500.00	9,500.00	0.00	
		0.00	0.00	0.00	0.00	0.00	
INFRASTRUCTURE UPGRADE/BOOSTER STATION		0.00	0.00	0.00	0.00	0.00	
Research		25,000.00	100.00	25,000.00	25,000.00	0.00	
Final Design/Premitting		69,100.00	70.00	48,370.00	43,533.00	4,837.00	
Topographic Survey		15,000.00	100.00	15,000.00	15,000.00	0.00	
Bidding		6,850.00	0.00	0.00	0.00	0.00	
Construction Staking		5,000.00	0.00	0.00	0.00	0.00	
Construction Administration		30,000.00	0.00	0.00	0.00	0.00	
Construction Inspection		20,350.00	0.00	0.00	0.00	0.00	
Record Drawings/Close Out		6,500.00	0.00	0.00	0.00	0.00	
		0.00	0.00	0.00	0.00	0.00	
HERITAGE EST.ENTRANCE RECONSTRUCTION SAD		0.00	0.00	0.00	0.00	0.00	
Preliminary Design		500.00	100.00	500.00	500.00	0.00	
Final Design		500.00	100.00	500.00	500.00	0.00	
Bidding		250.00	100.00	250.00	250.00	0.00	
Construction Inspection		3,700.00	100.00	3,700.00	3,700.00	0.00	
Construction Staking		1,800.00	100.00	1,800.00	1,800.00	0.00	
Construction Administration		750.00	100.00	750.00	750.00	0.00	
Closeout Services		500.00	100.00	500.00	500.00	0.00	
Total Fee		535,300.00		445,870.00	441,033.00	4,837.00	
		<b>Total Fee</b>					<b>4,837.00</b>
						<b>Total this Invoice</b>	<b>\$4,837.00</b>

**Invoice**

Gourdie-Fraser, Inc.  
123 West Front Street, Suite A  
Traverse City, MI 49684  
Phone: 231-946-5874 Ext. 310  
melanie@gfa.tc Pay By Credit Card:  
Traverse City, MI 49684

JOE MCMANUS, TOWNSHIP SUPERVISOR  
CHARTER TWP OF GARFIELD  
3848 VETERANS DR  
TRAVERSE CITY, MI 49684

February 18, 2025  
Project No: 25029C  
Invoice No: 25029302

Re: City of Traverse City / Garfield Township, Bulk Water Contract

Services Performed: Engineering services for continual review of contract language, research and submission of past and current pending permit applications to the City of Traverse City per their request. Generation of flow data projections for water supply needs for 5, 10 and 20 years. Meetings with township staff, attorney and Garfield Township Board related to the issues. Review of the City of Traverse City and Long Lake Township proposed contract, site research and FOIA. Communications with EGLE related to peaking factor and water usage related to 2003 Contract.

**Professional Services from January 19, 2025 to February 15, 2025****Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Director of Engineering	14.00	205.00	2,870.00	
Design Engineer	4.25	115.00	488.75	
Totals	18.25		3,358.75	
<b>Total Labor</b>				<b>3,358.75</b>

**Reimbursable Expenses**

LONG LAKE TOWNSHIP				
1/29/2025	LONG LAKE TOWNSHIP	FOIA REQUEST	90.76	
	<b>Total Reimbursables</b>		<b>90.76</b>	<b>90.76</b>

<b>Total this Invoice</b>	<b>\$3,449.51</b>
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**Invoice**

Gourdie-Fraser, Inc.  
123 West Front Street, Suite A  
Traverse City, MI 49684  
Phone: 231-946-5874 Ext. 310  
melanie@gfa.tc      Pay By Credit Card:  
Traverse City, MI 49684

JOE MCMANUS, TOWNSHIP SUPERVISOR  
CHARTER TWP OF GARFIELD  
3848 VETERANS DR  
TRAVERSE CITY, MI 49684

February 18, 2025  
Project No: 25029C  
Invoice No: 25029301

Re: Grand Traverse Commons Water Connection

Services Performed: Engineering services for meeting attendance with stakeholder group on behalf of the township. Communication and meeting with city staff and engineer for the project. Second and third engineer plan review of proposed project as submitted by the city and evaluation of flow demands of development and impact analysis on existing township infrastructure. Meeting with township staff and supervisor on this project related to the timeline of events, status, impact to system and contract.

**Professional Services from January 19, 2025 to February 15, 2025**

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Director of Engineering	6.00	205.00	1,230.00	
Totals	6.00		1,230.00	
<b>Total Labor</b>				<b>1,230.00</b>
		<b>Total this Invoice</b>		<b>\$1,230.00</b>

# Invoice

Gourdie-Fraser, Inc.  
123 West Front Street, Suite A  
Traverse City, MI 49684  
Phone: 231-946-5874 Ext. 310  
melanie@gfa.tc Pay By Credit Card:  
Traverse City, MI 49684

JOE MCMANUS, TOWNSHIP SUPERVISOR  
CHARTER TWP OF GARFIELD  
3848 VETERANS DR  
TRAVERSE CITY, MI 49684

February 18, 2025  
Project No: 25029C  
Invoice No: 25029303

Re: Storm Water Ordinance Update

Services Performed: Engineering services for technical review and edits to existing outdated Ordinance #49 to bring into current compliance and address updates with local, state and federal requirements and Best Management Practices. Work includes coordination with township staff, meetings and document edits.

**Professional Services from November 17, 2024 to February 15, 2025**

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Director of Engineering	7.00	205.00	1,435.00	
Project Engineer	25.75	140.00	3,605.00	
Totals	32.75		5,040.00	
<b>Total Labor</b>				<b>5,040.00</b>
		<b>Total this Invoice</b>		<b>\$5,040.00</b>

**Invoice**

Gourdie-Fraser, Inc.  
123 West Front Street, Suite A  
Traverse City, MI 49684  
Phone: 231-946-5874, Fax: 231-946-9634  
melanie@gfa.tc Pay By Credit Card:  
Traverse City, MI 49684

CHRIS BARSHEFF, TOWNSHIP MANAGER  
CHARTER TWP OF GARFIELD  
3848 VETERANS DR  
TRAVERSE CITY, MI 49684

February 18, 2025  
Project No: 24070  
Invoice No: 2407005

Re: South Airport and Barlow Road, Trail Extensions


Services Performed: Civil engineering, survey and construction services to complete a boundary and topographic survey, utility research, engineering plan development, permitting support, meetings, final plan set, bidding, construction administration, staking and layout, inspection and oversight and close out as detailed in in proposal letter dated April 9, 2024.

**Professional Services from December 14, 2024 to February 15, 2025****Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Survey Services	12,500.00	100.00	12,500.00	12,500.00	0.00
Final Design & Permitting	36,500.00	100.00	36,500.00	29,200.00	7,300.00
Bidding	2,500.00	0.00	0.00	0.00	0.00
Construction Administration	6,250.00	0.00	0.00	0.00	0.00
Construction Staking/Layout	5,000.00	0.00	0.00	0.00	0.00
Construction Inspection & Oversight	27,500.00	0.00	0.00	0.00	0.00
Close Out	5,000.00	0.00	0.00	0.00	0.00
Total Fee	95,250.00		49,000.00	41,700.00	7,300.00
<b>Total Fee</b>					<b>7,300.00</b>

**Reimbursable Expenses**

GRAND TRAVERSE COUNTY ROAD COMMISSION			
1/21/2025	GRAND TRAVERSE COUNTY SIDEWALK PERMITTING ROAD COMMISSION	287.50	
<b>Total Reimbursables</b>		<b>287.50</b>	<b>287.50</b>
<b>Total this Invoice</b>			<b>\$7,587.50</b>

 <b>Charter Township of Garfield</b> <b>Planning Department Report No. 2025-18</b>		
Prepared:	February 19, 2025	Pages: 5
Meeting:	February 25, 2025 Planning Commission	Attachments: <input checked="" type="checkbox"/>
Subject:	Copper Ridge PUD Major Amendment – Introduction / Set Public Hearing	
Applicant:	Copper Ridge LLC / Constance Deneweth	
Owner:	Copper Ridge LLC / Constance Deneweth	
Agent:	Northview 22 LLC / Sarah Keever	
File No.	SUP-2000-08-O	
Parcel No.	05-096-900-00 and associated Copper Ridge parcels	

**PURPOSE OF APPLICATION:**

Approved in 2000, the Copper Ridge Planned Unit Development (PUD) is a mixed-use development, including medical clinics, offices, commercial establishments, and single family and multi-family residential dwellings. A request to amend the PUD is being considered according to Section 423.G of the Zoning Ordinance that incorporates different land uses in locations than requested in the original application and the potential to restore the number of residential dwelling units. With these proposed changes, Staff has determined that this amendment constitutes a major amendment which requires a public hearing, Planning Commission review and recommendation, and Township Board approval. There are four unbuilt locations that are being adjusted to accommodate a land use mix of office, commercial, and residential.

**SUBJECT PROPERTY:**

The Copper Ridge PUD is located on the north side of Silver Lake Road, northeast of Barnes Road.

*Aerial image of the subject property (property lines highlighted in blue):*





**APPLICATION HISTORY:**

The application was reviewed by the Planning Commission at the following meetings:

- November 6, 2024 – Introduction (PD Report 2024-99)
- December 11, 2024 – Public Hearing (PD Report 2024-108)
- January 8, 2025 – Findings of Fact (PD Report 2025-4)
- February 12, 2025 – Findings of Fact #2 (PD Report 2025-12)

The Planning Commission adopted Findings of Fact for this application at their February 12, 2025 regular meeting. These Findings of Fact are provided as an appendix to this report.

**STAFF COMMENT:**

Staff offer the following comments in follow-up to the February 12, 2025 Planning Commission meeting:

- Prior to the February 12 Planning Commission meeting, there was some back-and-forth discussion between the applicant and Staff regarding the proposed list of uses. The applicant submitted a final list of uses on February 4. Staff expressed two concerns to the Planning Commission about the list of proposed uses: 1) the proposal for “Retail, Low Volume” and “Retail, Medium Volume” within Building 10 and 2) the proposal for “Dwelling, Multiple Family, including short-term stays” within Buildings 3, 4, and 10. The Planning Commission recommended approval of the application to the Township Board, but with a revised list of uses to address these concerns.
- After the Planning Commission forwarded their recommendation to the Township Board, several members of the public spoke during the second public comment period at the February 12 meeting and voiced concerns about the “Indoor Entertainment Center” proposed use. These concerns were forwarded to the applicant, which asked to “remove the requested use of ‘Indoor Entertainment Center’ from the list for both buildings R4 and 10.” The applicant’s email is attached to this report.

An amended list of proposed permitted uses is attached to this report, which documents the request being made in the application and addressing the concerns described above.

**ACTION REQUESTED:**

This item is being placed on tonight’s Township Board agenda as an introduction and to schedule a public hearing for the March 25, 2025 Township Board meeting. If the Township Board is comfortable with this proposed action, the following motion is suggested:

MOTION THAT Application SUP-2000-08-O, submitted by Sarah Kever on behalf of Copper Ridge for an amendment to the Copper Ridge Planned Unit Development, BE SCHEDULED for a public hearing for the March 25, 2025 Garfield Township Board meeting.

Any additional information the Township Board deems necessary should be added to this motion.

**Attachments:**

1. Appendix – Findings of Fact as adopted by the Planning Commission on February 12, 2025.
2. Email from Sarah Kever dated February 13, 2025.
3. Amended list of proposed permitted uses in Buildings 3 and 4, Retail Center Building R4 (formerly Retail Center Building 3) and Building 10 (formerly Building 9) for the Copper Ridge PUD.
4. Copper Ridge PUD Major Amendment Application with Signature Pages dated October 10, 2024.
5. Copper Ridge PUD Site Plan (Exhibit 1) dated December 17, 2024.

**APPENDIX:**

The following Findings of Fact for Application SUP-2000-08-O, submitted by Sarah Kever on behalf of Copper Ridge LLC for an amendment to the Copper Ridge Planned Unit Development, were adopted by the Planning Commission at their meeting on February 12, 2025.

**FINDINGS OF FACT:**

- 1) An application has been received to amend the permitted uses in four remaining unbuilt locations within the existing Copper Ridge Planned Unit Development at the corner of Silver Lake Road and Barney Road.
- 2) The proposed amendment would permit a mix of uses at Buildings 3 and 4, Retail Center Building R4 and Building 10.

**Section 426.E(4) Criteria**

- (a) The uses will be compatible with the natural environment, and with adjacent and surrounding land uses and properties, and will not have an adverse economic, social or environmental impact on adjacent and surrounding land uses and properties;
  - **Finding:** The Planning Commission finds that this standard HAS BEEN MET because the application proposes clarified uses in a development that is established and substantially completed. The initial plans, including the review and assessment of impacts, were approved by the Township in 2000. The form and design of the development and the established uses are compatible with surround land uses. Since its construction over 20 years ago, this development has not had any adverse impact on surrounding land uses and properties. The list of proposed permitted uses is intended to be complimentary to existing uses while encouraging full build out of the development.
- (b) The uses will be compatible with the capacity of existing public services and facilities, or of planned and feasible future public services and facilities, and such use is consistent with the public health, safety and welfare of the Township residents;
  - **Finding:** The Planning Commission finds that the standard HAS BEEN MET. The proposed clarification of uses is in an existing mixed-use PUD. The proposed uses do not create any additional demand than what was previously approved for this location.
- (c) The uses and development are warranted by the design of additional amenities made possible with, and incorporated by, the development proposal;
  - **Finding:** The Planning Commission finds that this standard HAS BEEN MET. The use is part of a developed PUD. Additional sidewalks and pathways will be installed at the four remaining unbuilt locations to complement the PUD and provide additional amenities.
- (d) Insofar as practicable, the landscape shall be preserved in its natural state by minimizing tree and soil disturbance and removal;
  - **Finding:** The Planning Commission finds that this standard HAS BEEN MET because the proposed planned uses are for established footprints and do not alter the existing development pattern. Existing landscaping is in place on the site and will be preserved. Additional landscaping will be installed at the four remaining unbuilt locations to complement the PUD and provide additional amenities.

- (e) Existing important natural, historical and architectural features within the development shall be preserved;
- Finding: The Planning Commission finds that the standard HAS BEEN MET because the proposed uses and associated development does not alter any of the existing pattern of development in the PUD. There are no known historical or architectural features on the site.
- (f) Proposed buildings shall be sited harmoniously to the terrain and to other buildings in the vicinity that have a visual relationship to the proposed buildings;
- Finding: The Planning Commission finds that the standard HAS BEEN MET because the proposed uses and associated development does not alter any of the existing pattern of development in the PUD.
- (g) With respect to vehicular and pedestrian circulation and parking, special attention shall be given to the location and number of access points to public streets, minimizing potential motorized/non-motorized conflict points, width of interior drives and access points, general interior circulation, separation of pedestrian and vehicular traffic, and the arrangement of parking areas that are safe and convenient and, insofar as is practicable, do not detract from the design of proposed structures and neighboring properties;
- Finding: The Planning Commission finds that the standard HAS BEEN MET because the existing roadways and drives are laid out in a cohesive manner, including safe and separate areas for pedestrians and vehicles. New sidewalks will be provided for each site as it is developed.
- (h) Landscaping is provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property and, where applicable, to create a pleasant pedestrian scale outdoor environment;
- Finding: The Planning Commission finds that the standard HAS BEEN MET because the proposed planned uses are for established footprints and do not alter the existing development pattern. Existing landscaping is in place on the site and will be preserved. Additional landscaping will be installed at the four remaining unbuilt locations to complement the PUD and provide additional amenities.
- (i) The development consolidates and maximizes useable open space;
- Finding: The Planning Commission finds that the standard HAS BEEN MET because existing pedestrian access to the Grand Traverse Commons Natural Area will be improved with a new trailhead being constructed by the Township to benefit as well as visitors to the site.
- (j) The benefits of the development are not achievable under any single zoning classification; and
- Finding: The Planning Commission finds that the standard HAS BEEN MET because the application requests an amendment to an existing, mixed-use development which is not achievable under any single zoning district.

(k) The development is compatible with the intent and purpose of the adopted master plan.

- Finding: The Planning Commission finds that the standard HAS BEEN MET because the amended development plan remains consistent with the Master Plan designation for this area as the Copper Ridge mixed-use center. The proposed amendment is suited for this designation as currently the Zoning Ordinance permits residential dwellings in commercial areas.

---

**From:** Sarah Keever <sarah@northview22.com>  
**Sent:** Thursday, February 13, 2025 1:29 PM  
**To:** John Sych  
**Cc:** connie.deneweth@gmail.com  
**Subject:** Copper Ridge

Caution! This message was sent from outside your organization.

[Allow sender](#) | [Block sender](#)

John,

Please remove the requested use of “Indoor Entertainment Center” from the list for both buildings R4 and 10. Thank you for bringing this to our attention and we have no issues with the removal of it. If you have any questions, please contact me at any time.

Thank you,  
Sarah

**Northview 22, LLC**  
p 231.342.4016  
[www.northview22.com](http://www.northview22.com)

**Confidentiality Notice**

This Email transmission is intended for the use of the individual(s) to which it is addressed. It may contain information that is privileged. This information is confidential and exempt from disclosure under applicable law.

If the reader of the message is not the intended recipient or the employee or agent responsible for delivering the message to the recipient, you are hereby notified that any dissemination, distribution or copying of the communication is strictly prohibited and may be a violation of Federal or State Law. If you have received this communication in error, please notify the sender immediately and permanently delete the message.

COPPER RIDGE PLANNED UNIT DEVELOPMENT (PUD) MAJOR AMENDMENT APPLICATION REVIEW (2025-02-13)

- Dimensional requirements (building square footage, building height, parking spaces, etc.) is not being considered as part of this change and will remain as originally approved for the PUD.
- Definitions of uses are listed below.
- Existing approved uses are highlighted in blue.
- Proposed new uses as defined in the Zoning Ordinance are highlighted in yellow.
- Proposed new uses with new definitions are highlighted in green.
- Uses not listed are presumed to be prohibited unless the Director of Planning shall determine that a use not mentioned can reasonably be interpreted to fit. The matter may be referred to the Planning Commission for consideration for interpretation of permitted uses.

CURRENT PERMITTED USES	PROPOSED PERMITTED USES
Buildings 3 and 4	Buildings 3 and 4
<p>"b. Professional Offices Professional and medical office suites"</p>	<p>Medical Office, Clinic Office Adult Foster Care, Large Group Home Adult Foster Care Facility Child Care Center Dwelling, Multiple Family Financial Institution, without drive-through Live-Work Unit Professional Showroom Professional Studio Service Establishment, Personal Veterinary Hospital Overnight Surgery Recovery Facility Physical Fitness Facilities</p>
Retail Center Building 3	Retail Center Building R4 (formerly Retail Center Building 3)
<p>"d. Retail Center Buildings 1, 2, &amp; 3 Neighborhood convenience shopping and health-related retail, such as urgent care, pharmacy, specialty shopping, Banking &amp; health foods."</p>	<p>Financial Institution Restaurant, without drive through Retail, Low Volume Retail, Medium Volume Adult Foster Care, Large Group Home Adult Foster Care Facility Dwelling, Multiple Family Live-Work Unit Medical Office, Clinic Office Professional Showroom Professional Studio Service Establishment, Personal Veterinary Hospital Physical Fitness Facilities</p>

Building 9	Building 10 (formerly Building 9)
"g. Office (buildings 8 & 9) General and professional offices, service retail."	Financial Institution, without drive-through Medical Office, Clinic Office Pet Grooming Establishment Professional Showroom Professional Studio Service Establishment, Personal Veterinary Hospital Adult Foster Care, Large Group Home Adult Foster Care Facility Child Care Center Dwelling, Multiple Family Live-Work Unit Service Establishment, Business Overnight Surgery Recovery Facility Physical Fitness Facilities

### Use Definitions

Adult Foster Care, Large Group Home: A state licensed adult foster care facility with the approved capacity to receive at least 13 but not more than 20 adults to be provided with foster care for 5 or more days a week and for 2 or more consecutive weeks.

Adult Foster Care Facility: A state licensed facility which provides supervised personal care to unrelated, non transient, adult individuals, not specified elsewhere in this Ordinance and including an adult foster care congregate facility with the approved capacity to receive more than 20 adults to be provided with foster care for 5 or more days a week and for 2 or more consecutive weeks, nursing home, convalescent home, home for the aged, or any similar care facility.

Dwelling, Multiple-Family: A building, a portion thereof, or buildings containing five (5) or more dwelling units and designed for or occupied by five (5) or more families living independently of each other.

Child Care Center: A facility, other than a private residence, receiving one (1) or more preschool or school age children for care for periods of less than twenty-four (24) hours a day, and where the parents or guardians are not immediately available to the child. Child care center or day care center includes a facility that provides care for not less than two (2) consecutive weeks, regardless of the number of hours of care per day. The facility is generally described as a child care center, day care center, day nursery, nursery school, parent cooperative preschool, play group, or drop-in center. Child care center or day care center does not include any of the following:

1. A Sunday school, a vacation bible school, or a religious instructional class that is conducted by a religious organization where children are in attendance for not more than 3 hours per day for an indefinite period, or not more than 8 hours per day for a period not to exceed 4 weeks during a 12-month period.
2. A facility operated by a religious organization where children are cared for not more than 3 hours while persons responsible for the children are attending religious services.

Financial Institution, without Drive-Through: Any financial institution located on a site without any drive-through service lanes.

Live-Work Unit: A dwelling unit which is an accessory use to a primary office, studio, or other similar commercial use, designed as an integral part of the building where the primary commercial use is at the ground floor entrance to the building, and where the occupant is either an owner or an employee of the office, studio, or other commercial use.

Medical Office, Clinic: An establishment where human patients are admitted to be examined and treated by physicians, dentists, or other health care professionals and where no patients are lodged overnight.

Office: A room, set of rooms, or building where the business operations of a professional, commercial, medical, institutional, investment broker or investment company, industrial, or other similar organization is conducted. For the purposes of this ordinance, "Financial Institution" is defined separately, and the term "Office" includes both principal and accessory units.

Overnight Surgery Recovery Facility: A building, a portion thereof, or buildings offering overnight lodging accommodations to patients in preparation of surgery or for recovery from surgery.

Pet Grooming Establishment: A facility offering the grooming of pets as a service, but where no pet sales or boarding takes place on the site.

Physical Fitness Facilities: An indoor facility equipped and used for physical activities related to fitness, health and well-being.

Professional Showroom: A facility intended to showcase examples of work in interior decorating, design, architecture, and similar fields without including retail operations at the facility.

Professional Studio: Performing arts, including sculpture, photo, music, painting, drama, dance, and similar pursuits.

Restaurant: An establishment where food and drinks are prepared, served, and consumed, mostly within the principal building such as lunch counters, dairy bars, bakeries, delicatessens, coffee shops, and other similar establishments. For the purposes of this Ordinance, "Bar, Tavern, or Night Club" is defined separately.

Restaurant, without Drive-Through: Any restaurant that does not include a drive-in or drive-through as a part of its service or building design.

Service Establishment, Business: Establishments primarily engaged in providing services for businesses including photocopying, equipment rental, and other similar services.

Service Establishment, Personal: Establishments primarily engaged in providing services involving the care of a person or their goods such as beauty shops, barber shops, laundry facility, jewelry repair shops, dry cleaning establishment (pickup only), and shoe repair, excluding the processing of physical materials.

Veterinary Hospital: A building where animals are given medical care, but with no long-term boarding facilities. Any boarding of animals is limited to short-term recovery care associated with the hospital use.





# Charter Township of Garfield

Grand Traverse County

3848 VETERANS DRIVE  
TRAVERSE CITY, MICHIGAN 49684  
PH: (231) 941-1620 • FAX: (231) 941-1588

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## PLANNED DEVELOPMENT (PD) APPLICATION

### ASSISTANCE

This application must be completed in full. An incomplete or improperly prepared application will not be accepted and will result in processing delays. Before submitting an application, it is recommended that you contact the Planning Department to arrange an appointment to discuss your proposed application. Time is often saved by these preliminary discussions. For additional information or assistance in completing this development application, please contact the Planning Department at (231) 941-1620.

### ACTION REQUESTED

New Planned Unit Development Application  
New Planned Unit Residential Development Application  
Major Amendment  
Minor Amendment  
Administrative Amendment

### PROJECT / DEVELOPMENT NAME

### APPLICANT INFORMATION

*Name:*

*Address:*

*Phone Number:*

*Email:*

### AGENT INFORMATION

*Name:*

*Address:*

*Phone Number:*

*Email:*

## OWNER INFORMATION

*Name:*

*Address:*

*Phone Number:*

*Email:*

## CONTACT PERSON

Please select one person to be contact person for all correspondence and questions:

*Applicant:*

*Agent:*

*Owner:*

## PROPERTY INFORMATION

*Property Address:*

*Property Identification Number:*

*Legal Description:*

*Zoning District:*

*Master Plan Future Land Use Designation:*

*Area of Property (acres or square feet):*

*Existing Use(s):*

*Proposed Use(s):*

## PROJECT TIMELINE

*Estimated Start Date:*

*Estimated Completion Date:*

## REQUIRED SUBMITTAL ITEMS

A complete application for a Planned Unit Development Application or a Planned Unit Residential Development Application consists of the following:

Application Form:

One original signed application

One digital copy of the application (PDF only)

Application Fee:

Fees are established by resolution of the Garfield Township Board and are set out in the current Fee Schedule as listed on the Planning Department page of the Township website (<http://www.garfield-twp.com>). Please make check out to Charter Township of Garfield.

Fee

Escrow Fee:

Additional fees may be required if a review by independent professional help is deemed necessary by the Township. If required, such additional fees must be placed in escrow by the applicant in accordance with the escrow policies of the Township and prior to any further processing of this application. Any unused escrow funds shall be returned to the applicant. Please complete an Escrow and Review (ER) Application form.

Site Plan:

Ten complete stapled 11"x17" paper sets (Administrative Amendments require one copy)

Two complete bound 24"x36" paper sets

One digital set (PDF only)

Written Information:

Ten paper copies of the Approval Criteria (Administrative Amendments require one copy)

One digital copy of the Approval Criteria (PDF only)

Ten paper copies of the Impact Assessment (Administrative Amendments require one copy)

One digital copy of the Impact Assessment (PDF only)

Digital items to be delivered via email or USB flash drive

### SUBMITTAL DEADLINE

Submittal deadlines are listed on the Planning Department page of the Township website (<http://www.garfield-twp.com>). Please note that the listed dates are the deadlines after which submittals will not be considered for the indicated meeting. Any errors or missing information on an application submitted at the deadline will result in a delay in the processing of the application. An earlier submittal is encouraged to avoid possible delays.

### WAIVERS

#### Submittal Waiver:

At the discretion of the Director of Planning, a Site Development Plan may be waived in any of the following cases when it is determined that the submission would serve no useful purpose:

1. The erection or enlargement of an accessory structure;
2. The enlargement of a principal building by less than 20 percent of its existing gross floor area, provided such enlargement will not result in a requirement for additional off-street parking;
3. A change in principal use where such change would not result in an increase in impervious surface area, additional off-street parking, site access, other external site characteristics or a violation of this ordinance.

#### Data Waiver:

The Director of Planning may waive a particular element of information or data otherwise required for a Site Development Plan upon a finding that the information or data is not necessary to determine compliance with this ordinance or that such information or data would not bear on the decision of the approval authority.

### SITE PLAN

Check that your site plan includes all required elements for a Site Development Plan (SDP). Please use the Required Site Plan Elements Checklist below.

## APPROVAL CRITERIA

Indicate on a separate sheet of paper, how the proposed special use will comply with, meet, or facilitate each of the following Approval Criteria from § 423.E of the Zoning Ordinance. The Planning Commission must determine that each of these criteria are satisfied in order to grant approval of a Special Use Permit. A special use is permitted only if the applicant demonstrates that:

The proposed use will be consistent with the purpose and intent of the master plan and this ordinance, including all regulations of the applicable zoning district;

The proposed use will be designed, constructed, operated and maintained so as to be compatible, harmonious and appropriate with the existing or planned character and uses of the neighborhood, adjacent properties and the natural environment;

The proposed use will not be detrimental, hazardous or disturbing to existing or future adjacent uses or to the public welfare by reason of excessive traffic, noise, dust, gas, smoke, vibration, odor, glare, visual clutter, electrical or electromagnetic interference;

Potential adverse effects arising from the proposed use on the neighborhood and adjacent properties will be minimized through the provision of adequate parking, the placement of buildings, structures and entrances, as well as the provision and location of screening, fencing, landscaping, buffers or setbacks;

The proposed use will retain as many natural features of the property as practicable, particularly where the natural features assist in preserving the general character of the neighborhood;

Adequate public and private infrastructure and services such as streets, water and sewage facilities, drainage structures, police and fire protection, and schools, already exist or will be provided without excessive additional requirements at public cost;

The establishment, maintenance, or operation of the proposed use shall not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare;

The public interest and welfare supporting the proposed use shall be sufficient to outweigh individual interests that are adversely affected by the establishment of the proposed use;

Adequate measures shall be taken to provide ingress and egress so designed as to minimize traffic hazards and to minimize traffic congestion on the public roads;

Adequate measures shall be taken to provide vehicular and pedestrian traffic within the site, and in relation to streets and sidewalks servicing the site in a safe and convenient manner; and

The proposed use shall not impede the orderly development and improvement of surrounding property for uses permitted within the zoning district.

## IMPACT ASSESSMENT

1. Planned Unit Developments: A written impact statement of the application as it relates to 426.A and 426.E of the Zoning Ordinance.
2. Planned Unit Residential Developments: A written impact statement of the application as it relates to 427.A and 427.C of the Zoning Ordinance.

## ADDITIONAL INFORMATION

If applicable, provide the following further information:

- |  | <u>Yes</u> | <u>No</u> | <u>Not<br/>Applicable</u> |
|--|------------|-----------|---------------------------|
| <b>A. <u>Sanitary Sewer Service</u></b>  |            |           |                           |
| 1. Does project require extension of public sewer line?                        |            |           |                           |
| If yes, has a Utility Agreement been prepared?                                 |            |           |                           |
| 2. Will a community wastewater system be installed?                            |            |           |                           |
| If yes, has a Utility Agreement been prepared?                                 |            |           |                           |
| If yes, provide construction plans and specifications                          |            |           |                           |
| 3. Will on-site disposal be used?  |            |           |                           |
| If yes, is it depicted on plan?  |            |           |                           |
| <b>B. <u>Water Service</u></b>   |            |           |                           |
| 1. Does project require extension of public water main?                        |            |           |                           |
| If yes, has a Utility Agreement been prepared?                                 |            |           |                           |
| 2. Will a community water supply be installed?                                 |            |           |                           |
| If yes, has a Utility Agreement been prepared?                                 |            |           |                           |
| If yes, provide construction plans and specifications                          |            |           |                           |
| <b>C. <u>Public utility easements required?</u></b>                            |            |           |                           |
| If yes, show on plan.  |            |           |                           |
| <b>D. <u>Stormwater Review/Soil Erosion</u></b>                                |            |           |                           |
| 1. Soil Erosion Plans approved by Soil Erosion Office?                         |            |           |                           |
| If so, attach approval letter.   |            |           |                           |
| If no, are alternate measures shown?   |            |           |                           |
| 2. Stormwater Plans approved by Township Engineer?                             |            |           |                           |
| If so, attach approval letter.   |            |           |                           |
| If no, are alternate measures shown?   |            |           |                           |
| Note: Alternate measures must be designed and sealed by a registered Engineer. |            |           |                           |
| <b>E. <u>Roads and Circulation</u></b>   |            |           |                           |
| 1. Are interior public streets proposed?                                       |            |           |                           |
| If yes, has Road Commission approved (attach letter)?                          |            |           |                           |
| 2. Will public streets connect to adjoining properties or future streets?      |            |           |                           |
| 3. Are private roads or interior drives proposed?                              |            |           |                           |
| 4. Will private drives connect to adjoining properties service roads?          |            |           |                           |
| 5. Has the Road Commission or MDOT approved curb cuts?                         |            |           |                           |
| If yes, attach approved permit.  |            |           |                           |

## OTHER INFORMATION

If there is any other information that you think may be useful in the review of this application, please attach it to this application or explain it on a separate page.

## REVIEW PROCESS - PLANNED UNIT DEVELOPMENT - NEW

### *Preliminary Review and Decision*

1. Upon submittal of this application, Staff will review the materials submitted and will, within ten (10) working days, forward a determination of completeness to the applicant. If the submission is incomplete or noncompliant with the Zoning Ordinance, it will be returned to the applicant for revision. Once the submission is revised, Staff will again

review it for completeness and again forward a determination to the applicant within ten (10) working days. This procedure shall be repeated until a complete submission is received.

2. Once the application is deemed to be complete and submitted according to the application deadlines, it will be forwarded to the Planning Commission for review. The Planning Commission will determine if the application is complete and schedule a public hearing.
3. Upon holding a public hearing, the Planning Commission shall submit a written recommendation to the Township Board. A public hearing may be held by the Township Board.
4. The Township Board shall approve, approve with conditions, or deny the request for preliminary Planned Unit Development approval.

#### *Final Review and Decision*

5. For Final Approval, the Planning Commission shall review and submit a written recommendation to the Township Board. A public hearing shall be held by the Township Board.
6. The Township Board shall approve, approve with conditions, or deny the request for final Planned Unit Development approval.
7. If approved or approved with conditions, the decision of the Township Board shall be incorporated into a written report and decision order.

### REVIEW PROCESS – PLANNED UNIT RESIDENTIAL DEVELOPMENT - NEW

#### *Preliminary Review and Decision*

1. Upon submittal of this application, Staff will review the materials submitted and will, within ten (10) working days, forward a determination of completeness to the applicant. If the submission is incomplete or noncompliant with the Zoning Ordinance, it will be returned to the applicant for revision. Once the submission is revised, Staff will again review it for completeness and again forward a determination to the applicant within ten (10) working days. This procedure shall be repeated until a complete submission is received.
2. Once the application is deemed to be complete and submitted according to the application deadlines, it will be forwarded to the Planning Commission for review. The Planning Commission will determine if the application is complete and schedule a public hearing.
3. Upon holding a public hearing, the Planning Commission shall approve, approve with conditions, or deny the request for preliminary Planned Unit Residential Development approval.

#### *Final Review and Decision*

4. Final review shall address all conditions imposed by the Planning Commission in the preliminary decision on the planned unit residential development. Submissions for final review and decision shall not be considered until all conditions have been addressed. The Director of Planning or designee shall conduct a completeness review to determine that all conditions of the preliminary decision have been addressed.
5. Once the plans and conditions are deemed substantially complete, the project shall be referred to the Planning Commission for its final review and decision. No application shall be referred to the Planning Commission until this standard has been satisfied. The Planning Commission may hold a public hearing on such application for final review and decision.
6. If approved or approved with conditions, the decision of the Planning Commission shall be incorporated into a written report and decision order.

### REVIEW PROCESS – PLANNED DEVELOPMENT – MAJOR AMENDMENT

Any proposed amendment other than those provided for below are considered a major amendment and shall be approved in the same manner and under the same procedures as are applicable to the issuance of the original special use permit approval. Major amendments include but are not necessarily limited to changes that:

1. Increase the number of dwelling units, floor area, height, impervious surface development, or any additional land-use disturbance other than as provided for below;
2. Introduce different land uses than that requested in the application;
3. Request larger land area than indicated in the original application;
4. Request greater relief than that requested in the application;
5. Allow any decrease in buffer or transition areas, reduction in landscaping, reduction of required yards, or any change in the design characteristics or materials used in construction of the structures;
6. Reduce or eliminate conditions attached to a legislative or quasi-judicial development order; or
7. Reduce or eliminate pedestrian circulation.

### REVIEW PROCESS – PLANNED DEVELOPMENT – MINOR AMENDMENT

The Planning Commission may authorize the following amendments to an approved development plan without a public hearing:

1. Changes to the timing or phasing of the proposed development, provided that the use and overall geographic land area remains the same and that required public improvements are not delayed.
2. Increases in total building height of greater than five (5) feet provided that maximum height regulations are complied with.
3. Any other proposed amendment which is determined by the Planning Commission to have no detrimental impact on any adjacent property and is not considered or classified a Major Amendment under § 423(6) Major Amendments.

### REVIEW PROCESS – PLANNED DEVELOPMENT – ADMINISTRATIVE AMENDMENT

The Director of Planning may authorize the following amendments to an approved site development plan:

1. Shifts in on-site location and changes in size, shape, or configuration of less than 15 percent, or a 15 percent or less change in either impervious surface or floor area over what was originally approved.
2. An increase in total building height of less than five (5) feet, provided that maximum height regulations of the underlying zoning district are met.
3. Minor adjustment of the location of utilities and walkways, provided however that no sidewalks or paths required by the approval authority may be eliminated.
4. The substitution of landscape material provided the substituted materials are of a similar nature and quality and will comply with the standards of § 530, Landscape Materials of Article 5, Development Standards, of this ordinance.
5. Minor revisions to an internal street circulation pattern not increasing the number of lots or lowering the connectivity ratio.

6. Minor realignment of ingress and egress locations if required by the Grand Traverse County Road Commission or Michigan Department of Transportation.
7. A reduction in the number of proposed lots or the combination of units.

PERMISSION TO ENTER SUBJECT PROPERTY

Permission is hereby granted to Garfield Township staff and Planning Commissioners to enter the premises subject to this application for the purposes of making inspections associated with this application, during normal and reasonable working hours.

Owner Signature:

Applicant Signature:

Agent Signature:

Date:

OWNER'S AUTHORIZATION

If the applicant is not the registered owner of the lands that is the subject of this application, the owner(s) must complete the authorization set out below.

I/We \_\_\_\_\_ authorize to make this application on my/our behalf and to provide any of my/our personal information necessary for the processing of this application. Moreover, this shall be your good and sufficient authorization for so doing.

Owner Signature:

Date:

AFFIDAVIT

The undersigned affirms that he/she or they is (are) the owner, or authorized agent of the owner, involved in the application and all of the information submitted in this application, including any supplemental information, is in all respects true and correct. The undersigned further acknowledges that willful misrepresentation of information will terminate this permit application and any permit associated with this document.

Owner Signature:

Date:

Applicant Signature:

Date:



Required Site Plan Elements Checklist (See § 956 of the Zoning Ordinance) Site Diagram (SD) / Administrative Site Plan (ASP) / Site Development Plan (SDP)	SD	ASP/ SDP
<b>A. Basic Information</b>		
1. Applicant's name, address, telephone number and signature		
2. Property owner's name, address, telephone number and signature		
3. Proof of property ownership		
4. Whether there are any options or liens on the property		
5. A signed and notarized statement from the owner of the property that the applicant has the right to act as the owner's agent		
6. The address and/or parcel number of the property, complete legal description and dimensions of the property, setback lines, gross and net acreages and frontage		
7. A vicinity map showing the area and road network surrounding the property		
8. Name, address and phone number of the preparer of the site plan		
9. Project title or name of the proposed development		
10. Statement of proposed use of land, project completion schedule, any proposed development phasing		
11. Land uses and zoning classification on the subject parcel and adjoining parcels		
12. Seal of the registered engineer, architect, landscape architect, surveyor, or planner who prepared the plan, as well as their name, address and telephone number		
<b>B. Site Plan Information</b>		
1. North arrow, scale, and date of original submittal and last revision		
2. Boundary dimensions of natural features		
3. Natural features such as woodlots, water bodies, wetlands, high risk erosion areas, slopes over twenty-five percent (25%), beach, drainage, and similar features		
4. Proposed alterations to topography and other natural features		
5. Existing topographic elevations at two-foot intervals except shown at five-foot intervals where slopes exceed 18%		
6. Soil erosion and sediment control measures as required by the Grand Traverse County Soil Erosion Department.		
7. The location, height and square footage of existing and proposed main and accessory buildings, and other existing structures		
8. Location and specifications for any existing or proposed (above or below ground) storage facilities for any chemicals, salts, flammable materials, or hazardous materials. Include any containment structures or clear zones required by county, state or federal government authorities		
9. Proposed finish floor and grade line elevations of any structures <i>*Required only for habitable construction within the floodplain on site diagrams and administrative site plans.</i>	*	
10. Existing and proposed driveways, including parking areas		
11. Neighboring driveways and other vehicular circulation features adjacent to the site		
12. A dimensional plan indicating the location, size and number of parking spaces of the on-site parking areas, and shared parking areas		
13. Identification and dimensions of service lanes and service parking, snow storage areas, loading and unloading and docks		
14. Proposed roads, access easements, sidewalks, bicycle paths, and other vehicular and pedestrian circulation features within and adjacent to the site		
15. Location of and dimensions of curb cuts, acceleration, deceleration and passing lanes		
16. Location of neighboring structures that are close to the parcel line or pertinent to the proposal		
17. Location of water supply lines and/or wells		
18. Location of sanitary sewer lines and/or sanitary sewer disposal systems		
19. Location, specifications, and access to a water supply in the event of a fire emergency		
20. Sealed (2) stormwater plans including the location and design of storm sewers, retention or detention ponds, swales, wastewater lines, clean out locations, connection points and treatment systems		
21. A utility plan including the location of all other utilities on the site including but not limited to natural gas, electric, cable TV, telephone and steam		
22. A sign plan indicating the location, size and specifications of all signs and advertising features, including cross sections		
23. A lighting plan including exterior lighting locations with area of illumination illustrated by point values on a photometric plan, Kelvin rating, as well as the type of fixtures and shielding to be used		
24. Proposed location of any open spaces, landscaping and buffering features such as buffer areas, vegetation belts, fences, walls, trash receptacle screening, and other screening features with cross sections shown		
25. A Landscape plan and table identifying the species, size of landscape materials, and number proposed, compared to what is required by the Ordinance. All vegetation to be retained on site must also be indicated, as well as, its typical size by general location or range of sizes as appropriate		
26. Statements regarding the project impacts on existing infrastructure (including traffic capacity, schools, and existing utilities, and on the natural environment on and adjacent to the site)		
27. Changes or modifications required for any applicable regulatory agencies' approvals		

Copper ridge Amendment to the PUD  
11/13/2024

I have reviewed the essence of CopperRidge's request to amend the PUD to add residential use to the 4 vacant units. I agree with the amendment.

Unit #	signature & printed name	date
28-05-096-002-06	Constance A. Deneweth, Constance Deneweth, managing mbr Copper Ridge LLC	10-1-2024
" 096-002-07	Constance A. Deneweth, Constance Deneweth, managing mbr Copper Ridge LLC	10-1-2024
" 096-002-12	Constance A. Deneweth, Constance Deneweth, managing member Copper Ridge LLC	10-1-24
096-002-15	Constance A. Deneweth, Constance Deneweth, managing mbr Copper Ridge LLC	10-1-24
096-003-00	Constance A. Deneweth, Constance Deneweth, managing mbr Copper Ridge LLC	10-1-24
096-004-00	Constance A. Deneweth, Constance Deneweth, managing mbr Copper Ridge LLC	10-1-24
096-010-00	Constance A. Deneweth, Constance Deneweth, managing mbr Copper Ridge LLC	10-1-24
097-001-02	Constance A. Deneweth, Constance Deneweth, managing mbr Copper Ridge LLC	10-1-24
097-001-03	Constance A. Deneweth, Constance Deneweth, managing mbr Copper Ridge LLC	10-1-24
097-001-05	Constance A. Deneweth, Constance Deneweth, Managing mbr Copper Ridge LLC	10-1-24
097-004-00	Constance A. Deneweth, Constance Deneweth, managing mbr Copper Ridge LLC	10-1-24
097-001-05	see email approval Jill Holden, Rex Holden, 3DJRH properties LLC	9-26-24
096-002-13	see email approval Elmers Rob, Donnell, TTT properties LLC	9-25-24
096-002-11	Donald B. Herrmann, MANAGING MEMBER DONALD B. HERRMANN, DBH PROPERTIES LLC	10-1-24
096-002-17	Jonathan Poortenga - member LLC JLP, Properties LLC	John Poortenga
096-002-08	Mark Bondy, member WB&B prop mgmt LLC	10-1-24
096-002-10	Mark Bondy, member WB&B prop mgmt LLC	10-1-24

## Ashley Rokos

---

**From:** Robert Donnell <RD2678@TEAMELMERS.COM>  
**Sent:** Wednesday, September 25, 2024 10:40 AM  
**To:** Ashley Rokos  
**Subject:** RE: Copper Ridge request for amendment to the PUD

Good morning, Ashley,

Request approved from Team Elmer's.

Thank you for the update,

Rob Donnell

---

**From:** Ashley Rokos <ashley@phoenixpropertytr.com>  
**Sent:** Wednesday, September 25, 2024 10:07 AM  
**Subject:** Copper Ridge request for amendment to the PUD

Some people who received this message don't often get email from [ashley@phoenixpropertytr.com](mailto:ashley@phoenixpropertytr.com). [Learn why this is important](#)

Hello Copper Ridge Condo unit owners,

In light of the fact that office space is not in high demand, the owners of Copper Ridge LLC are planning to amend our PUD with Garfield Township by requesting that we receive approval for adding Residential Use to our remaining 4 vacant lots. This will take 4 or 5 meetings at Garfield Township the first of which is planned for November 13, 2024 at 7 pm, at the township hall on Veterans Drive.

The **attached site plan** is a recap of the project and a broad overview of what we're proposing.

After going through the records on file and looking at recorded condominium documents, we've prepared a revised site plan that represents the most current layout, to the best of our ability- number of units, condominium divisions, and the parking areas yet to be built. This has been a consolidation of plans done by Gosling, Elmer's, GFA and Mansfield over the past 25 years .

The original PUD shows 59 residential units in Eagles View and was amended/consolidated to 55 units. Copper Village Condominium was originally at 124 and is down to 38 units.

Overall, the density has significantly decreased.



Copper ridge Amendment to the PUD  
11/13/2024

I have reviewed the essence of CopperRidge's request to amend the PUD to add residential use to the 4 vacant units. I agree with the amendment.

Unit #

signature & printed name

date

4075 Copper Ridge

Randy Howell & Derik King, Members/  
Owners, ECI Healthcare Properties  
NORTH, LLC

10.1.24

28-05-0916-008-00

*Randy N. Howell*

*Derik*

## Ashley Rokos

---

**From:** rexholden <speedjump@protonmail.com>  
**Sent:** Thursday, September 26, 2024 1:08 AM  
**To:** Ashley Rokos  
**Subject:** Re: Copper Ridge request for amendment to the PUD

That is ok with me Ashly, Rex Holden. Im in S Africa so I hope this email works for you.

On Wed, Sep 25, 2024 at 4:06 PM, Ashley Rokos <[ashley@phoenixpropertytr.com](mailto:ashley@phoenixpropertytr.com)> wrote:

Hello Copper Ridge Condo unit owners,

In light of the fact that office space is not in high demand, the owners of Copper Ridge LLC are planning to amend our PUD with Garfield Township by requesting that we receive approval for adding Residential Use to our remaining 4 vacant lots. This will take 4 or 5 meetings at Garfield Township the first of which is planned for November 13, 2024 at 7 pm, at the township hall on Veterans Drive.

The **attached site plan** is a recap of the project and a broad overview of what we're proposing.

After going through the records on file and looking at recorded condominium documents, we've prepared a revised site plan that represents the most current layout, to the best of our ability- number of units, condominium divisions, and the parking areas yet to be built. This has been a consolidation of plans done by Gosling, Elmer's, GFA and Mansfield over the past 25 years .


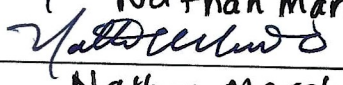


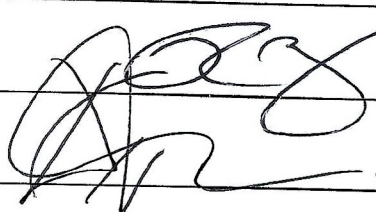
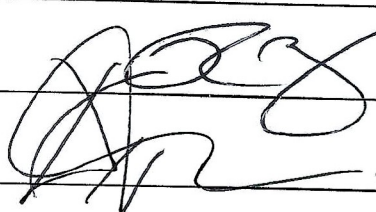
The original PUD shows 59 residential units in Eagles View and was amended/consolidated to 55 units. Copper Village Condominium was originally at 124 and is down to 38 units.  
Overall, the density has significantly decreased.

As you know, this PUD has (4) vacant approved lots or units/buildings left to be built. Only foundations are in for 3 and 4. Retail 4 and Unit 10 are vacant. There are 3 approved parking lots (shown on the attached exhibit) that will be constructed at the time of the new construction to serve the new units.

Eagles View is getting close to being built out, and Copper Village Condominium has 19 of the approved 38 units to be constructed yet.

Copper ridge Amendment to the PUD  
11/13/2024

I have reviewed the essence of CopperRidge's request to amend the PUD to add residential use to the 4 vacant units. I agree with the amendment.

Unit #	signature & printed name	date	
05-096-007-00	 Nathan March	10/01/24	Copper Ridge Opportunity Building REP (Bldg F)
05-044-005-00	 Nathan March	10/01/24	Nova <del>Home</del> President (Suite in Surgery CTR)
096-002-01	 Derek Rice, member		DBR Properties LLC (Rice)
096-002-16	 Chris Ray, member		RAYBAR Properties LLC (RAY)
096-002-14			Steve Grinnel, President TYJUTI Corp Inc Steve Grinnel
096-002-19	 Robb Meyer, member		WAM, LLC meyer
096-002-20 } 096-002-18 } 096-002-02 }	 member David Amalfitano		RCCA, LLC Amalfi
096-002-33			Holly Gallagher, member Gus & Clara's Paradise LLC Holly
097-001-01			Hometown Grice's Hometown properties



Copper ridge Amendment to the PUD  
11/13/2024

I have reviewed the essence of CopperRidge's request to amend the PUD to add residential use to the 4 vacant units. I agree with the amendment.

Unit #

signature & printed name

date

28-05-044-001-00 CRSC Tina Piotrowski Tina Piotrowski 10/1/24  
28-05-044-002-00 TAA Suite Tina Piotrowski Tina Piotrowski 10/1/24  
28-05-044-005-02, 03 and 04  
Bldg D. # 242. Copper Restoration C. J. Tibbels 10/1/24  
Building A 4020 Copper Ridge Suite 240 [Signature]

Greta

Copper ridge Amendment to the PUD  
11/13/2024

I have reviewed the essence of CopperRidge's request to amend the PUD to add residential use to the 4 vacant units. I agree with the amendment.

Unit #

signature & printed name

date

28-05-096-005-05	<i>[Signature]</i> 4110 Copper Ridge LLC	10-2-24
096-005-06	GRETNA MIŠEIKYTĖ 4110 Copper Ridge LLC	10-2-24



Copper ridge Amendment to the PUD  
11/13/2024

I have reviewed the essence of CopperRidge's request to amend the PUD to add residential use to the 4 vacant units. I agree with the amendment.


Unit #

signature & printed name

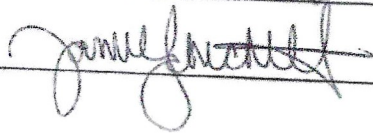
date

28-05-096-005-07

Thirby Asset Group LLC 10-2-24

 Andrew Adams DO

Em James



Copper ridge Amendment to the PUD  
11/13/2024

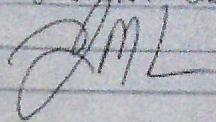
I have reviewed the essence of Copperridge's request to amend the PUD to add residential use  
to the 4 vacant units. I agree with the amendment.

Unit #

signature & printed name

date

28-05-096-005-08 Bryan M. Ursu IWA Properties LLC 10-2-2024



10/2/24



Copper ridge Amendment to the PUD  
11/13/2024


I have reviewed the essence of CopperRidge's request to amend the PUD to add residential use to the 4 vacant units. I agree with the amendment.

Unit #

signature & printed name

date

R2

  
Independent Bank By Kirk R Smith FVP 10-3-2024

28-05-097-002-00





EXISTING

PROPOSED  
AMENDMENT

1 SURGERY CENTER AND  
MEDICAL OFFICES  
6.93 AC.- 2 STORY BUILDING  
INITIAL FOOTPRINT: 46,689 SF  
EXPANDED FOOTPRINT: 55,000 SF

INITIAL PARKING: 359 SPACES  
EXPANDED PARKING: 384 SPACES

PROFESSIONAL OFFICES  
11.9 AC. 191, 720 SF GROSS AREA  
PARKING 636

2 97,520 GROSS AREA (UPPER AND  
SECOND FLOOR)  
3 FOOTPRINTS 49,530 SF  
3 STORY EAST - 1 STORY WEST  
4 100 PARKING SPACES @ LOWER LEVEL  
PARKING 243 = 1 SPACES / 401 SF  
(INCL LOWER)

5 62,800 SF GROSS AREA  
FOOTPRINTS 31,340 SF  
6 3 STORY EAST - 1 STORY WEST  
62 PARKING SPACES @ LOWER LEVEL  
PARKING 244 = 1 SPACES / 257 SF

7 31,400 SF GROSS AREA  
FOOTPRINTS 15,670 SF  
3 STORY EAST - 1 STORY WEST  
31 PARKING SPACES @ LOWER LEVEL  
PARKING 149 = 1 SPACES / 210 SF

RETAIL & OFFICES

8 3.1 AC  
36,350 SF GROSS FLOOR AREA  
1 & 2 STORY  
10 169 PARKING SPACES = 1 SPACE /  
215 SF

R1 RETAIL & OFFICES  
R2 5.06 ACRES  
R3 37,765 ESTIMATED GROSS FLOOR  
AREA  
R4 194 PARKING SPACES = 1 SPACE /  
195 SF

COPPER VILLAGE  
CONDOMINIUM (38 units)

EAGLES VIEW CONDOMINIUM  
(55 units)

3 USES: OFFICE,  
COMMERCIAL, OR  
4 RESIDENTIAL

10 USES: OFFICE,  
COMMERCIAL, OR  
RESIDENTIAL

R4 USES: OFFICE,  
COMMERCIAL, OR  
RESIDENTIAL

COPPER  
RIDGE  
PROFESSIONAL  
CENTER

COPPER  
RIDGE RETAIL  
MARKETPLACE

RESIDENTIAL  
(EAGLES VIEW  
CONDOMINIUM  
AND COPPER  
VILLAGE  
CONDOMINIUM



# Business Growth Barometer Survey Results & Quarterly Update

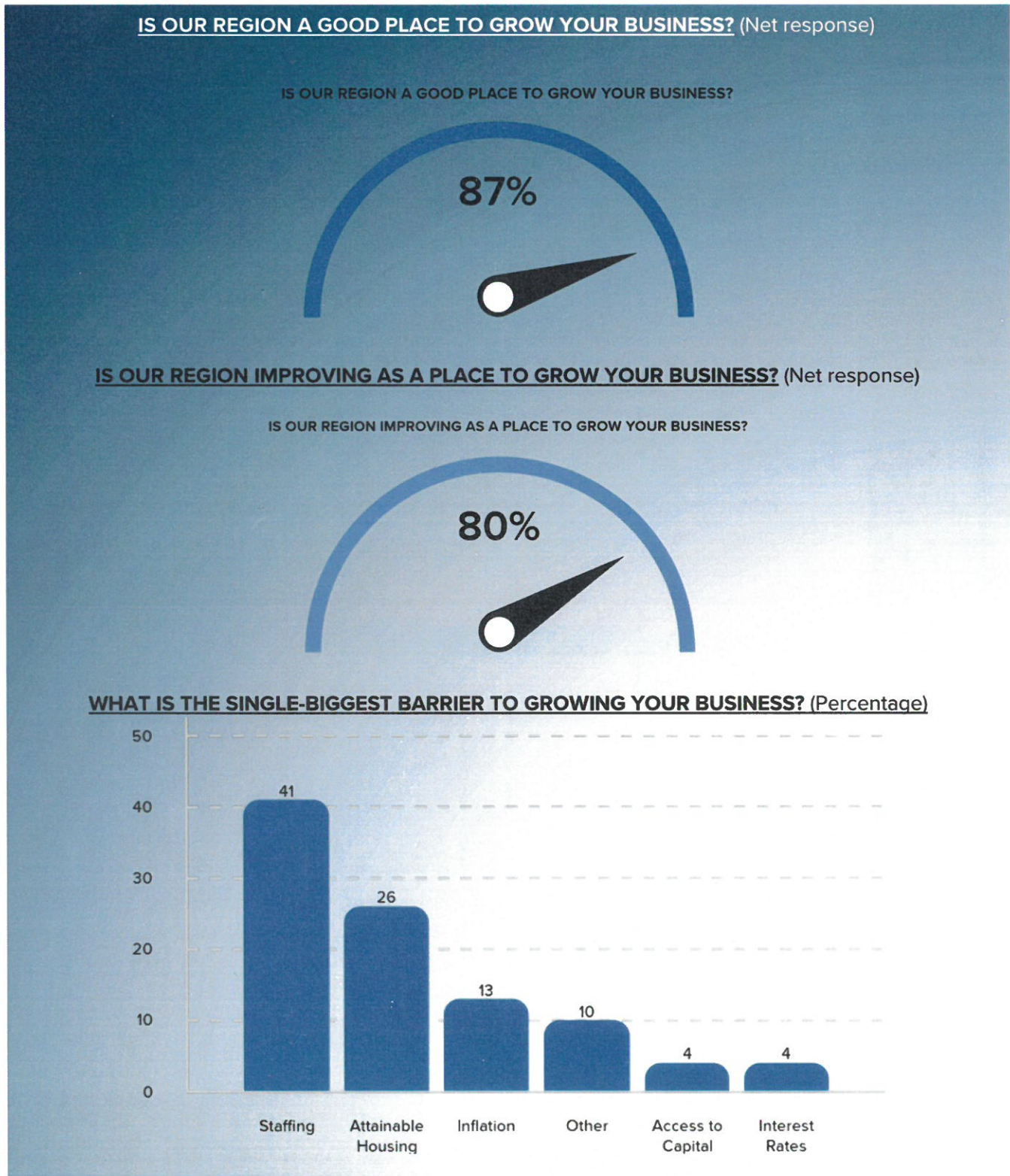
FOURTH QUARTER 2024





Q4 2024 Investor Growth Barometer Survey Results

The Traverse Connect Quarterly Growth Barometer provides a concise update on strategic initiatives, our economic development on behalf of public sector partners, key political advocacy updates, and metrics detailing the regional business sentiment, outlook, and current challenges.





## Q4 2024 Traverse Connect Update

### **BUSINESS EXPANSION**

- ***JanTec, Inc. – Garfield Township***

JanTec Inc., manufacturer of material handling and conveyor equipment & systems, purchased B&T Bearing Inc., a producer of ball transfer units, conveyor rollers and cargo handling equipment out of Louisville, Ky. The acquisition will allow JanTec to offer customers an expanded, engineered solution for their material handling needs, and B&T Bearings customers gain access to JanTec's handling and conveyance solutions.

- ***Grand Traverse State Bank – Traverse City and Traverse City DDA District***

Grand Traverse State Bank (GTSB) completed an acquisition of First State Bank of Decatur, the oldest chartered bank in the state of Michigan, with total assets of \$54 million. In early 2025, GTSB will seek regulatory approval to offer full-service banking to our region under the name Grand Traverse State Bank.

### **DEVELOPMENT INITIATIVES**

- Traverse Connect participated in Michigan Tech Week October 1-4 and the inaugural Michigan Mobility Conference October 23-24 hosted by the Michigan Economic Development Corporation's Office of Future Mobility & Electrification. Both events were held at [New Lab at Michigan Central in Detroit](#) and prominently featured our Traverse City regional companies and economic development projects.
- We welcomed record attendance for our Annual Economic Summit in November. The event featured Consumers Energy CEO Garrick Rochow, an economic update from the Michigan Chief Deputy Treasurer, and a panel discussion with local leaders from Interlochen Center for the Arts, Hagerty, and Rehman.
- The Michigan Economic Development Corporation has awarded Prosperity Region 2 (Northwest Michigan) a \$500,000 talent program grant for 2025 to support a remote worker study, expansion of our Michigan's Creative Coast program, and rural talent attraction efforts. The grant will be awarded to Networks Northwest and the Collaborative Development Council, including Northern Lakes Economic Alliance (Petoskey), Traverse Connect, the Manistee Chamber, and the Alliance for Economic Success (Cadillac).

### **POLITICAL ADVOCACY ISSUES**

- The Northern Michigan Chamber Alliance advocacy efforts were focused on the Earned Sick Time Act and Tipped Minimum Wage legislation. We have joined with organizations from across the state to address this vital issue and brought several local small businesses to testify before the state legislature.
- Traverse Connect hosted a roundtable discussion with Detroit Mayor Michael Duggan and members of the Traverse City Young Professionals, NMC students, and TCAPS students focused on the outlook, priorities, and opinions of the millennial and younger "generation Z" future workforce.
- We hosted the Consul General of Canada for a discussion covering economic cooperation between Canada and our region. Key topics included BlueTech collaboration, government procurement for our regional manufacturing and technology companies, and the possibility of air service to Toronto.

#### **BY THE NUMBERS**

Traverse Connect's business engagement continued on a strong trend for the fourth quarter, with **188** direct business referrals and **26** new member companies. We conducted **266** business outreach and retention visits and hosted **822** total attendees at **15** events providing valuable opportunities for business and community leaders across our region to discuss issues, develop partnerships, and grow their businesses.



February 12, 2025

City of Traverse City Commission	Charter Township of Garfield Board of Trustees
400 Boardman Avenue	3848 Veterans Drive
Traverse City, MI 49684	Traverse City, MI 49684

Dear City of Traverse City Commissioners and Charter Township of Garfield Trustees:

On behalf of the City of Traverse City and Charter Township of Garfield Recreational Authority (Rec Authority), this communication is a formal request for cooperation between the City and Township to address the insufficient municipal water service at Historic Barns Park.

The Rec Authority was formed in 2003 by the City and the Township as a collaborative effort to acquire, manage, and improve properties as public parks. Citizens of both jurisdictions overwhelmingly supported the Authority's public funding requests in open elections, first in 2004 (approved by a 3-to-1 margin) and again in 2020 (with 72 percent in favor). The Rec Authority's beloved park properties include Hickory Meadows, Hickory Forest, a small piece of public waterfront on West Grand Traverse Bay, and Historic Barns Park, the former State Hospital farm on the south end of the Grand Traverse Commons.

Of all these parklands, Historic Barns Park has been the most complicated and most expensive to rehabilitate for public use and enjoyment. Since 2004, nearly \$15 million has been invested in the property to preserve and reuse the barns and other historic outbuildings, install modern utilities on the site, improve public access with roadways and trails, clean up pollution left over from the State Hospital operations, and create beautiful indoor and outdoor spaces including the Cathedral Barn, the Botanic Garden at Historic Barns Park, the TC Community Garden, and the SEEDS EcoLearning Center. The vast majority of that \$15 million investment has come from grants and private donations raised by the Rec Authority and the three nonprofit partners on the site, providing an incredible return on the public investments made by voters in 2004 and 2020.

In October, construction began on yet another exciting project at Historic Barns Park: an over \$5 million restoration and renovation of the historic dairy barn with universal access to both barns provided through a new elevator tower. This ambitious project would not have been possible without the generous philanthropic support of the



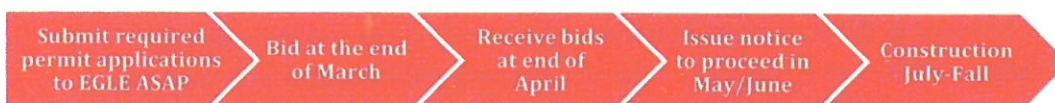


community, thousands of volunteer hours, and the collaboration of our many partners. However, marginal water pressure on the site threatens the project's success, potentially impacting occupancy permits upon construction completion.

During the first round of improvements to Historic Barns Park in 2014, project professionals and municipal officials identified marginal municipal water pressure and volumes reaching the park. As our community has grown, that situation has only worsened for all properties on the Commons. Since 2023, following a failed fire suppression test, the Rec Authority has been directly advocating with City and Township officials for a fix to the municipal water system to ensure the park will be adequately serviced with water for critical uses like drinking water, sanitation, and fire suppression (noting that all irrigation activities at the park are facilitated by irrigation wells and not the municipal water system).

Through the involvement and leadership of the Grand Traverse County Brownfield Redevelopment Authority, funding for a fix was identified through the existing Brownfield Plan for the Grand Traverse Commons, which has helped to clear one of the most obvious hurdles for a project like this. Municipal engineers collaboratively identified a cost-effective fix for the issue.

With an identified approach and funding plan, representatives from the City, Township, Brownfield Authority, Rec Authority, and outside engineering firms have been meeting regularly to execute the fix by the fall of 2025, mirroring the construction timeline for the Barns, with these important milestones set in order to do so:



Unfortunately, the municipal water fixes needed for the Commons have become entangled and entwined with other water concerns between the Township and the City, and progress has slowed. The Rec Authority cannot sit idly by from its literal place in the middle while a community-driven \$5 million project at Historic Barns Park is jeopardized. We have consulted with our legal counsel, and we are aware that the Water Services Agreement has a dispute resolution provision that includes a mediation clause. We are also aware that mediation has successfully resolved other similar wastewater capacity issues between the City and townships.



As such, and given the successful track record of mediation in the past, we request that the City and the Township immediately and collectively agree to continue moving the water fixes forward for this project and officially divorce the critical Historic Barns Project from other concerns. We urge the City and the Township to immediately:

- Submit the required permit applications for the fix to the state Department of Environment, Great Lakes, and Energy (EGLE), initially targeted for submission in December, without which the rest of the fix cannot proceed. Both jurisdictions must apply for these permits and the applications now are complete; the City's application has been submitted, but the Township's is being withheld. The engineers tell us that it takes approximately 60 days for those permits to be reviewed and approved by the state, which now pushes the start of the water project timeline into April. Given the estimated construction time, this puts the completion dangerously close to our fall deadline, allowing for additional weeks and months of bidding processes, ordering parts, awarding contracts, and actual construction of the fixes to the municipal water system.
- Invoke Article V of their water contract, the dispute resolution section, and engage in a formal mediation session in February while the state reviews the EGLE permit applications.

Without the fixes to the municipal water system, the new facilities at Historic Barns Park will not be awarded occupancy permits, impacting future revenue streams and risking grant funding eligibility and violation of contract terms, all unacceptable and avoidable outcomes. Cooperation between Traverse City and Garfield Township is nothing new, and it has made our community better for all our residents. Please apply that same spirit to this community project and provide us with your support in completing this project.

Sincerely,

Matt Cowall  
Executive Director

Laura Ness  
Chairperson, Board of Directors

**Charter Township of Garfield****Engineering Report / Construction Update****February 2025****I. Water Projects****Northwest Service District – Water System Improvements**

Status below:

Division I: Tank was officially placed online in September 2019 and project is closed out

Division II: Project was completed and accepted (utilities turned over) by Township.

Division III: Booster Station / Mechanical Upgrade design is 75% complete and expected to be finalized in 2023 for permitting and bids. Project has been on hold due to high bid prices / volatile market. Upon completion, the abandonment of three (3) booster station will occur, area overall will experience 5-10 psi increase in pressure and west side of town will be serviced from the new tank rather than directly from the city.

Township board approved GFA contract to provide design, permitting and construction / installation of PRV. Project was recently bid and based upon pricing the Board approved to pursue only Cedar Run PRV replacement / booster station abandonment at this time. PRV has been delivered and installed along with abandonment of 2 booster stations. Water fed to Munson area along Cedar Run is provided by the Cedar Run tank without disruption and more consistent flows observed (less spikes). Project is done and closed out

**McCrae PRV: US31 / 37 Water Pressure Issues**

This area historically experiences low pressure and fire suppression difficulties, specifically Cracker Barrel / Sam's Club. Water that services this area is from McCrea groundwater tank which services the US31/ 37 corridor by gravity and controlled by Pressure Control Valves to maintain pressures less than 80 psi. McCrea PRV has been proposed to be relocated to address this pocket of low pressure in past water studies and capital improvement plans. Project is on hold due to high bid price received and review of alternate sites that are more ideal.

**YMCA Watermain**

Recent update the existing watermain north of the Stoneridge PRV along Silverlake by YMCA has been leaking. Excavation and repairs indicated signs of pipe failure because of heavy / wet soils and concerns with future leaks are possible. Recommendation for watermain replacement (Plastic C900) in the future.

**Tank Inspection**

GFA is assisting the DPW with required maintenance of the water storage tanks located on McCrae, Cedar Run, Birmley and Heritage. Routine inspection is required every 5 years as mandated by EGLE.

GFA will be responsible for coordinating with the inspection company, monitoring operations during the inspection and providing a report to the Township and DPW related to findings. McRae / Cedar Tanks inspections have been completed with no major issues noted. Final report received and on file. Copy also sent to EGLE for their files

### **Birmley Tank Mixer**

GFA assisted with review and implementation of some operation improvements to the existing elevated tank in Birmley Hills Estate Subdivision to improve pressures. These changes required raising the operating range of water levels in the tank which by doing so reducing proper mixing of the water. The board and DPW approved moving forward with the install and unit has been ordered.

### **Ridgeview Ct Water Main Extension**

GFA was requested by the Township Board to coordinate with the GTCRC to install public watermain as part of the Road improvement SAD. Design was completed earlier this year and provided to the GTCRC.

## **Sewer Projects**

### **SAW Grant – US 31 Siphon Flow Monitoring**

Township board approved recommendations in report at September 26<sup>th</sup> 2017 meeting. GFA coordinated with the DPW to initiate operations change. Siphon continues to be monitored with increase in growth and permits on west side of town as a capacity restriction exists based upon study results. In March 2019, flows were rerouted to Pump Stations #2 at logans landing from Pump Station #6 at Applebees to alleviate the capacity at the siphon. DPW has been monitoring and discharge has been going well without incident. Per recent discussions with DPW, A need for a siphon replacement (larger) is needed in the near future and not pump station as it continues to present both a maintenance issue and capacity restriction but for the time being, the bypass of flows is working well and EGLE has accepted and permitting new development on west side of town.

### **Garfield Pump Station #1**

Coordinating with East Bay and their engineering firm on upgrades to the shared forcemain that discharges into the City. GFA is reviewing design and project and overall existing and future flows and attending meetings on the Townships' behalf.

### **Blair Township Sewer Agreement**

Recently received updated existing and future flow projections from Blair Township as they discharge into PS#6 through a multi user agreement. GFA and the GTC DPW have been coordinating with them on needs with intent to modify agreement in the near future subject to Garfield and Blair Township Board approvals. In addition PS#6 is 20 years old and nearing age and capacity and upgrades needed in the foreseeable future. GFA is working on cost estimates to present to board at a future meeting.

## **Birmley Estates**

GFA completed flow monitoring in this area and submitted results to Twp and EGLE. There is a limited pipe section from Northern Star Drive to Garfield that based upon flow monitored demonstrated is has adequate capacity to meet existing some future growth in the area. No improvements needed at this time.

## **General Utilities**

### **Water City Contracts**

GFA, DPW, Township staff and legal counsel continue to monitor flows and contractual terms with the City which is currently set at 5 MGD. We have been actively coordinating and responding to the City to address requests they have made dating back to April 2024. There remains several outstanding water permits for proposed developments that need approval, service to Grand Traverse Commons via Garfield infrastructure is being discussed and ability to obtain future capacity from the City are all outstanding to date.

### **Water Reliability Study**

GFA completed the last study in 2012 and are to be completed every 5 years. GFA had requested a time extension from DEQ awaiting completion of work on Northwest side of town. With growth and interest to extend system to Olesons / Meadowlane and need for tank to service Traditions, EGLE has requested GFA complete a mini study for each service area (there are 5). This would include flow data and capacity assessment of existing infrastructure. The Township approved the EGLE DWRP Engineering report which will include completing the water study and was submitted to EGLE for funding consideration on June 1, 2023. The Township received a score of 45 out of 100 and was not funded. The application was resubmitted on June 1, 2024 for FY2025 funding. We are awaiting the results from the State.

### **GIS Mapping**

GFA has been working with the DPW to create an asset management program for the Township with respect to the Water and sewer Infrastructure. The 1<sup>st</sup> step of this process which includes creation of a GIS map that includes all record drawing information has been completed. GFA / DPW are now pursuing forward to inventory major and minor assets and GPS the locations of each.

The BPW was awarded the CGAP grant as offered by the Michigan Dept of Treasury. This grant promotes collaboration of communities and efficiency in government. The funds covered 75% of the expenses including equipment (GPS handheld).

### **Water Service Expansion**

Southwest Part of Township: Oleson's Development have initiated and expressed an interest to partner to facilitate the extension of municipal watermain to service the respective developments. GFA has prepared budgetary cost estimates for various options to provide access to water service to the southwest side of the township which currently does not exists (terminates at McCrae / US-37. GFA and Township staff have been working on cost sharing options and has been meeting with developers on ability to collaborate on project to extend Garfield infrastructure to provide both domestic and fire.

Based upon recent meetings with developer and Township, there is a verbal commitment from Developer to fund the extension of the watermain whereas the Township will fund the booster station as a CIP project since it is deemed a public benefit to the entire water system. Formal commitment was approved in November 2023 by the Township Board and the GFA contract was approved in May 2024. Olesons Foundation is actively working on design but have been made aware of the Township / City Water Contract challenges and awaiting the outcome.

### **Grand Traverse Commons Water Service Area Expansion**

The City is proposing connection to Garfield Township at the Munson Booster Station (abandoned) to provide high pressure water to address low pressure at the Barns and Commons Buildings. GAF has been attending stakeholder meetings on behalf of the Township and has wrapped up the technical review. GFAs letter was in the board packet last month. The City has been advised they will need to request Township Board approval to proceed with project which will also include amendments to the water contract, cost sharing and O&M discussions.

### **Capital Improvement Projects**

GFA continues working on capital improvement list and submitted an updated CIP for both utilities and park projects to the Planning Department last month. The list will be utilized to assist the Planning Commission and Township Board with prioritizing projects and for soliciting infrastructure funding that is upcoming, as applicable. Township submitted to EGLE for DWSRF grant for water infrastructure but due to number of applicants was not funded last year. GFA plans to resubmit on June 1, 2025 for 2026 funding. In addition, GFA is working with the Planning Dept to update the CIP.

### **Stormwater Ordinance**

GFA has been working with Township staff to update the 2004 Storm Ordinance as a complete rewrite to include new and green technology, updated standards and weather patterns and be more user friendly.

## **II. Parks & Recreation**

### **East River Park – Capital Improvements**

GFA worked Township staff on preparing a conceptual plan and budgetary cost estimates for discussion purposes at upcoming Park and Rec Meeting. Amenities proposed include trail, dog parks, parking lot, pavilion, signage and seating areas. GFA recently had an onsite meeting to review project scope and costs based upon the adopted 2023 budget providing some funds to implement some improvements. A proposal was submitted to the Township and was approved to proceed with the phase 3 of this project including sidewalk and bathroom. Phase I and II have been completed and GFA has been approved to proceed with Phase III. Phase III is complete however based upon feedback from Park / Rec and Township Board additional amenities including water fountains are to be added. GFA updated overall cost estimate and conceptual drawing to show existing and future phases. Project bids were solicited early march and the board approved AJs as the low bidder. The board also approved to purchase the bathroom directly to expedite delivery. Bathroom has been ordered and GFA is currently working with AJS on contracts, schedules, permits and preconstruction meeting.



### **Copper Ridge – Trailhead Parking**

GFA had been working with Township staff on some conceptual layouts to provide additional overflow parking. Work includes locations, impacts to storm and accessibility and budgetary cost estimates. The Township Board approved GFA to proceed with an RFP to implement. Project bids were received in October and contract awarded to Molon. The trail and grading has been completed and pay application is in the packet. Project completion to begin in spring with paving and completion May 1<sup>st</sup>.

### **GT Commons – North Trail**

The Township was awarded a Trust Fund Grant recently and requested GFA to assist with the design, permitting and construction of the project. Our contract was approved in May and GFA has been working on final design of the project. We are awaiting DNR agreements and once received will finalize with plans to solicit for bids in the Spring of 2025.

### **Barlow / South Airport Trail – Township ARPA Funded**

Garfield Township Board approved GFA to complete a segment of trail at their meeting in April. The project would include about 0.3 miles along South Airport Road and about 0.4 miles along Barlow Road to Gladewood. The scope of the trail was modified to include only the commercial business as we were unable to acquire easements from the residential. Open houses were conducted to educate with negligible interest. Therefore, the design has been completed and includes South Airport and Barlow ending at Floresta.

Permit applications have now been received and project is being solicited for bids this next month.

### **Utility Plan Reviews**

#### **Windy Hills (60 Acre Herkner Parcel) – Phase II**

Sewer permit has been issued and awaiting water permit. Project is currently under construction and GFA is providing fulltime inspection.

**Ashland Park - Phase 2 & 3** Plan review has been completed by GFA and in receipt of all EGLE permits. GFA will be providing as needed construction oversight. Watermain to storage units have been installed and inspected by GFA. We are awaiting closeout documents for this portion before recommending approval to accept.

#### **BATA Facility / TCHC**

Project construction is complete and BATA portion was accepted / turned over to the Township in August. Infrastructure install for TCHC (The Flats) Phase I is complete and GFA provided full time onsite inspection and currently working with contractor / engineer on closeout paperwork.

#### **Marengo 31**

Stormwater and EGLE permits have been issued. The EGLE Water permit is on hold and awaiting issuance. A preconstruction meeting was held and GFA will provide full time inspection once permit is issued.

**Britten, New Buildings (Cass Road)**

Project is complete with GFA providing fulltime construction oversight. Project is complete and closeout / turnover is in your packet for approval.

**Villages at Garfield**

GFA has approved the plans and submitted to EGLE for permitting. Waiting on Water permit

**TCAPS Watermain Relocation**

Project is complete with GFA providing fulltime construction oversight. Currently waiting on closeout paperwork

**TC Evergreen (Long Lake Township – WM Extension)**

GFA has approved the plans and submitted to EGLE for permitting.

**Brook Valley (Long Lake – WM Extension)**

GFA has approved the plans and submitted to EGLE for permitting.



## **2024 - 2025 Storm Water & Private Road Plan Reviews**

**\*list represents those still outstanding / not approved**

Boon	
1661 Lake Drive Driveway	Plans received on 7/26, initial review sent 8/2
Village at Garfield: Findings of Fact and Utility/SW Plan Review Set	Initial review by AB on 8/4 for MM QA. Sent out 8/14. Done
Ridge 45	Waiting on calcs from SJ. Calcs received: Done
Atomic Properties (Paving Review)	Conditional approval per letter 11/22/2023.
K1 Speed	AB initial review not sent to client, Req for info on 11/15, final letter 11/29
1353 Lake Rd	Initial review completed 11/13, Final letter out 11/15
TBD - TC Symphan	
TBD - BATA Housing minor amendment, ESCROW Q. from JENT	
Marango	
3167 Cass Rd	
3066 N Garfield SUP	Initial review was good, Internal draft on 3/20 w/ return QAQC comments and check calc on 4/1. Updated plans on 3/29. Letter on 4/4/24 sent out.
Cherryland Humane Society	Initial review sent by DL 4/4/24, 4/11 response, Evaluated on 5/15, Final letter draft on 5/16.
Hickory Forest trailhead parking Lot	Sent quick evaluation to JG>> No review required. 0.75hrs spent
TJ Maxx nonmotorized path	Fielded 4/2/24, Drafted 4/18, sent 5/2
5243 Highland Drive	Initial review on 5/7, site visit and finalize letter 5/8
Culver Meadows II	site visit 5/8, Initial Review to RC on 5/15. Receive Calcs and clarifications except for trench drains. 5/16
1448 N West Silverlake Rd	site visit 5/8, Initial review by DL on 6/4, Info received from applicant 6/7 to 6/10, letter out on 6/12.
Hickory Forest trailhead	Initial review questions sent 5/3 to clarify outlet.
Traverse Symphony Orchestra	Initial review started/ Like TC Curling, JK to review parking lot, requested letter of the storm water system.
670 Eta Lane	Initial review complete for MWM QA
1414 Trade Center	Initial completed on 5/30, sent initial on 6/13, Final on 6/24, Agreements, and storm sewer calcs required.
Kingsley Lumber	Initial review sent 7/3/24
820 N West Silver Lake Rd	Sent Email, No review required as no earth change or cover change.
French Manor	Letter sent. Expecting verifications from Applicant
Midwest Airproducts	Initial review sent 11/15. Call BC 1/15, waiting on response
Precision Plumbing	JA Draft review 10/15, Letter sent 10/29- need info on existing storm basins, confirmed on 11/26
Historic Barns	Add info provided re storm water impacts on 11/1. Letter sent 11/6
Resurrection Life Chirch	Looking for additional info from application to verify impervious area are within original basis and letter to validate existing system is functioning.
Renew It	Add info provided 12/4
Two Brothers	Completed with conditions 1/17/2025
W Senior HS	Initial review complete and intend to finalize 1/24/2025
CRM Inc Building Welch Ct	Comments sent to applicant
HIC #32 Industry Drive	Completed 1/202/2025 - waiting on outstanding items from Engineer
1420 Barlow Sidewalk	Completed 1/20/2025
Creekside Community Church	Comments sent to applicant
1742 Barlow Sidewalk	Logged in and under review



Traverse Connect and the Charter Township of Garfield are interested in learning from the Garfield Township business community about your needs and priorities to ensure that we're supporting your growth.

The goal of this survey is to gather actionable recommendations that will help foster a supportive and thriving business environment within the Township.

**This survey is aimed at business owners with businesses located within Garfield Township.**

**Your responses will be recorded anonymously.**

Thank you for sharing your thoughts.

🕒 Takes 2 minutes

**Start**    press **Enter** ↵

# Garfield Township Business Survey Q1 2025

1 responses

First, tell us a bit about yourself. Are you any of the following:

1 out of 1 answered

I own a business in Garfield Township	1 resp.	100%
<div></div>		
I am a resident of Garfield Township	0 resp.	0%
I work for a business located within Garfield Township	0 resp.	0%
Other	0 resp.	0%

How long has your current business been in operation in Garfield Township?

1 out of 1 answered

Less than a year	1 resp.	100%
<div></div>		
1-3 years	0 resp.	0%

10 years+

0 resp.0%

4-10 years

0 resp.0%

How many full-time employees does your business currently employ?

1 out of 1 answered

Just Me! (Solo Entrepreneur)

1 resp.100%



11-50 employees

0 resp.0%

2-10 employees

0 resp.0%

More than 50 employees

0 resp.0%

Other

0 resp.0%

In 1-3 words how would you describe your business/industry?

1 out of 1 answered

test

Tell us about the property where your business operates from:

1 out of 1 answered

I work from home (residential business) 1 resp. 100%



I/the business lease(s) the property 0 resp. 0%

I/the business own(s) the property 0 resp. 0%

Other 0 resp. 0%

If you are willing to share, please confirm your business's total revenue in 2024:

1 out of 1 answered

less than \$500K 1 resp. 100%



between \$500K-\$1M 0 resp. 0%

more than \$1M

0 resp. 0%

no revenue or not applicable

0 resp. 0%

Is Garfield Township a good place to grow your business?

1 out of 1 answered

Yes

1 resp. 100%



No

0 resp. 0%

Is our Garfield Township *improving* as a place to grow your business?

1 out of 1 answered

Yes

1 resp. 100%





No

0 resp. 0%

What is the single biggest barrier to growing your business?

1 out of 1 answered

Childcare

1 resp. 100%



Access to capital

0 resp. 0%

Attainable housing

0 resp. 0%

Competition

0 resp. 0%

Government regulations

0 resp. 0%

Inflation

0 resp. 0%

Interest rates

0 resp. 0%

Lack of digital marketing strategy

0 resp. 0%

Staffing

0 resp. 0%

Supply chain

0 resp. 0%

Technological advancements

0 resp. 0%

Other

0 resp. 0%

Please let us know if there's anything else you would like to share. What can Garfield Township do to further support your growth?

1 out of 1 answered

test

If you would like to share your contact information with us please do so.

0 out of 1 answered

Nobody answered this question yet

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