

**CHARTER TOWNSHIP OF GARFIELD
PLANNING COMMISSION MEETING
April 10, 2024**

Call Meeting to Order: Chair McManus called the April 10, 2024 Planning Commission meeting to order at 7:00pm at the Garfield Township Hall.

Pledge of Allegiance

The Pledge of Allegiance was recited by all in attendance.

Roll Call of Commission Members:

Present: Molly Agostinelli, Pat Cline, Joe Robertson, John Racine, Chris DeGood, Robert Fudge and Joe McManus,

Staff Present: Planning Director John Sych and Deputy Planning Director Steve Hannon

1. **Public Comment (7:01)**

None

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

Fudge moved and Agostinelli seconded to approve the agenda as presented.

Yeas: Fudge, Agostinelli, Cline, Racine, Robertson, DeGood, McManus

Nays: None

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

a. **March 27, 2024 Joint Meeting with Township Board**

Agostinelli moved and Cline seconded to approve the March 27, 2024 Joint Meeting minutes as amended

Yeas: Agostinelli, Cline, DeGood, Fudge, Robertson, Racine, McManus

Nays: None

4. **Correspondence (7:02)**

Sych noted that correspondence included a letter from the Watershed Center regarding agenda item 7a and an invitation from Networks Northwest for a community engagement session.

5. **Reports (7:02)**

Township Board Report

Agostinelli stated that there were 27 applicants for the building official position.

Planning Commissioners

i. **Zoning Board of Appeals**

Fudge reported that a front yard setback was tabled for lack of information.

ii. Parks and Recreation Commission

Hannon stated Parks Commissions discussed the steps necessary for an ADA accessible trail grant at the Commons Natural Area.

iii. Joint Planning Commission

Racine said that there was no meeting.

Staff Report

i. PD 2024-23 – Planning Department Monthly Report – April 2024 (7:05)

Sych stated that the monthly report was included in packets. Hannon added a non-motorized trail plan was being reviewed in conjunction with the Networks Northwest group. Planning staff are attending the National Planning Conference in Minneapolis.

6. Unfinished Business

a. PD 2024-24 - 3066 North Garfield Special Use Permit - Findings of Fact (7:07)

The applicant requests approval of a Special Use Permit for a commercial district housing development at 3066 North Garfield Road. The development application proposes a 20-unit apartment building. The parcel is 1.21 acres and is zoned C-G Commercial. Commercial district housing developments are permitted via Special Use Permit in the C-G General Commercial district. Since the plan was first reviewed by the Planning Commission on October 11, 2023, an attached gym room has been provided with the proposed apartment building. Commissioners asked questions pertaining to the Duell Road intersection with Garfield Road and triple paned windows to protect the residents from noise. Applicant Sean McCardel stated that some windows were eliminated from the building plans to help with noise mitigation. Co-Applciant Joe Locricchio also discussed the windows. He stated that they did take measures to address the glass to provide as much as they can do to mitigate noise with the glass.

Agostinelli moved and Cline seconded THAT the Findings of Fact for application SUP-2023-08, as presented in Planning Department Report 2024-24 and being made a part of this motion, BE ADOPTED.

*Yeas: Agostinelli, Cline, DeGood, Fudge, Racine, Robertson, McManus
Nays: None*

Agostinelli moved and Robertson seconded MOTION THAT applications SUP-2023-08 BE APPROVED, subject to the following conditions (1-6 as indicated in Planning Department Report 2024-24):

1. *Final engineering review and approval by the Township Engineer is required including all infrastructure and stormwater.*
2. *All final reviews from agencies with jurisdiction shall be provided prior to a Land Use Permit being issued.*
3. *All proposed landscaping and site amenities shall be installed prior to the issuance of a Certificate of Occupancy.*
4. *The applicant shall provide two (2) full-size plan sets, one (1) 11x17" plan set, and one electronic copy of the full application (in PDF format) with all updates as required by any conditions of this approval and indicating compliance with all provisions of the Zoning Ordinance.*
5. *The applicant shall record promptly the amended Report and Decision Order (RDO) and any amendment to such order with the Grand Traverse County Register of Deeds in the chain of title for each parcel or portion thereof to which the RDO pertains. A copy of each recorded document shall be filed with the Director of Planning within thirty (30) days of final approval by the Township or approval shall be considered to have expired.*
6. *The applicant is to provide additional sound deadening materials for the windows on the south facing units subject to building department review.*

*Yeas: Agostinelli, Robertson, DeGood, Cline, Fudge, Racine, McManus
Nays: None*

7. New Business

a. PD 2024-25 – Gauthier Site – Conceptual Review (7:33)

The applicant, Will Bartlett, is seeking feedback on a proposed multi-family dwelling project at 2105 N US 31 South, on the west side of US 31 at McRae Hill Road, across from Hartman Road. The site is owned by the Gauthier Trust and is about 18 acres, though the applicant notes there are only about 6 acres of upland buildable area running through the middle of the site. The applicant proposes a 154-unit apartment project featuring a mix of studio, one-bedroom, and two-bedroom apartments, with an average unit size of about 675 square feet. The resulting density would be 8.5 units per acre. The site has a Future Land Use designation of Agricultural /Rural Land but was rezoned to R-3 based on a review which started in fall 2021 and led to the rezoning of the property in April 2022. The applicant has presented a project concept to the Township Board including a discussion on the potential of using Brownfield tax increment financing (TIF), via the Grand Traverse County Brownfield Authority, for a portion of the financing on the project. Bartlett stated that this project would cater to work force housing and they are going through the Brownfield process with the county. Commissioners asked questions pertaining to the wetlands and building placements, and the stormwater management plan. Bob Verschaeve, engineer from Gosling Czubak, addressed buildings one and two and stated that they will be slightly below grade. Commissioners were overall positive about the development and agreed that it was a good fit for the parcel.

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8. **Public Comment (7:58)**

None

9. **Other Business (7:58)**

None

10. **Items for Next Agenda – April 24, 2024 (7:58)**

a. Master Plan Update – Potential Implementation Projects

11. **Adjournment**

Fudge moved to adjourn the meeting at 8:00pm.



Joe Robertson, Secretary
Garfield Township Planning
Commission
3848 Veterans Drive
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