

**CHARTER TOWNSHIP OF GARFIELD
PLANNING COMMISSION MEETING
January 11, 2023**

Call Meeting to Order: Chair Racine called the January 11, 2023 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, Joe McManus, Joe Robertson, Pat Cline, Chris DeGood, John Racine and Robert Fudge

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

Election of Officers:

Agostinelli moved and Fudge seconded to retain the present officers – John Racine as Chair, Joe McManus as Vice Chair and Joe Robertson as Secretary.

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

Nays: None

1. Public Comment (7:02)

None

2. Review and Approval of the Agenda – Conflict of Interest (7:03)

Cline moved and Fudge seconded to approve the agenda as amended

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

Nays: None

3. Minutes (7:03)

a. December 14, 2022 Regular Meeting

McManus moved and Agostinelli seconded to approve the December 14, 2022 Regular Meeting minutes as presented.

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

Nays: None

4. Correspondence (7:03)

a. Letter from Haggard's Plumbing & Heating dated December 27, 2022

5. Reports (7:04)**Township Board Report**

Agostinelli stated that the Brimley Hills Site Condominium was approved by the Board.

Planning Commissioners**i. Zoning Board of Appeals**

Fudge stated that there will be an organizational meeting on Thursday evening.

ii. Parks and Recreation Commission

DeGood reported that the Parks & Recreation Master Plan has been adopted by the Township Board.

iii. Joint Planning Commission

No report

Staff Report**i. PD 2023-3 – Planning Department Monthly Report – January 2023**

Sych reported that a joint meeting between the Township Board and the Planning Commission is tentatively scheduled for Feb 28th. Hannon added that the Planning Department monthly report for January was in commissioner packets and that the Nicolet Bank landscaping issue would be coming to the Planning Commission soon.

6. Unfinished Business**a. TC Christian School Child Care at Church of the Living God SUP- Public Hearing (7:08)**

This application by Traverse City Christian School requests the use of an existing church building at 1514 Birmley Road for a child care center as an additional use. Child care centers are permitted via Special Use Permit in the A-Agricultural District. No new construction is planned. Chris Butz, Superintendent at Traverse City Christian, asked to table any decision at this time for financial and staffing reasons.

Fudge moved and Agostinelli seconded THAT application SUP-2022-03, submitted by Traverse City Christian School for a Special Use Permit for a child care center at Parcel 05-026-014-10, BE TABLED.

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

b. PD 2022-113 – Loving Neighbors Preschool Special Use Permit – Findings of Fact (7:12)

This application by the Northern Lakes Community Church requests use of an existing 7,441 square foot church to accommodate a child care

center. Child care centers are permitted in the A-Agricultural District by Special Use Permit. No new construction is planned. Commissioners concurred with the draft Findings of Fact prepared by staff.

Agostinelli moved and Robertson seconded THAT the Findings of Fact for application SUP-2001-03-A, as presented in Planning Department Report 2023-8 and being made a part of this motion, BE ADOPTED.

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

Agostinelli moved and Robertson seconded THAT application SUP-2001-03-A BE APPROVED, subject to the following conditions:

- 1. All final reviews from agencies with jurisdiction shall be provided prior to any Land Use Permits being issued.*
- 2. All proposed site improvements shall be installed prior to the issuance of a Certificate of Occupancy.*
- 3. The applicant shall record promptly the 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.*

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

7. New Business

a. PD 2023-9 – 1712 South Garfield Outlot – Site Plan Review (7:15)

The project is to construct a multi-tenant building including spaces for retail, restaurant, and restaurant with drive-through. The proposed 1.09-acre lot would be a newly created outlot at 1712 South Garfield Avenue on land currently owned by the Traverse City Curling Club, just north of Wendy's. All the proposed uses are permitted by right in the C-P Planned Shopping Center district. The proposed building would have over 6,400 square feet of space available. Applications for development within the C-P Planned Shopping Center shall be reviewed by the Planning Commission for compliance with Article 4, § 424 – Site Plans and Article 5 – Development Standards. Hannon stated that the applicant was asking for a partial waiver on landscaping since landscaping was not allowed in an easement which borders one side of the development. Hannon also noted that a freestanding sign needs to be removed from the site plan as it is not allowed. Kevin Heffernan, engineer for the project, said that parking, stacking, and lighting requirements have all been met and a waiver is requested landscaping the utility easement. Commissioners

asked questions about access, landscaping, stacking and signage. Staff has not yet received a traffic engineering study. Commissioners talked about the light at a Garfield intersection near this development and staff will send the road commission a note about the increased activity at the Cherryland Center.

Robertson moved and DeGood seconded THAT application SPR 2022-22, submitted by Traverse City Retail Management VI LLC, to construct a multi-tenant retail and restaurant building, including a restaurant with a drive-through, on a portion of parcel 05-014-049-20, BE APPROVED, subject to the following conditions:

- 1. The site plan shall meet the landscaping requirements of the Zoning Ordinance subject to staff review.*
- 2. The applicant shall record a public access easement for the portion of the proposed sidewalk along South Garfield Avenue which will be on private property.*
- 3. The resumé of the person who prepared the drive-through suitability report shall be included with the report, demonstrating their qualifications as a registered engineer with an educational specialization in traffic engineering.*
- 4. All agency reviews, including stormwater and utility review by the Township Engineer, shall be received, and deemed compliant prior to issuing a Land Use Permit or Building Permit.*
- 5. A land division to establish the parcel shall be approved and recorded.*

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

b. PD 2023-10 – Chelsea Park West Apartments – PUD Minor Amendment (8:03)

Located north of Hartman Road and east of US-31, the Chelsea Park Planned Unit Development (PUD) was approved in 2000 with a total of 326 residential units. A portion of the PUD, known as Chelsea Park West, was originally approved for an apartment complex containing 172 units in 2000. Several amendments have been made throughout the years to the original PUD. Since there have been several changes to the approved site plan for Chelsea Park, staff recommends that a clear, final set of site plans be submitted before moving forward with any other amendments. Sych reviewed several items that needed to be changed on the site plan and stated that the outstanding items need to be addressed before the new amendment be addressed. Engineer Bill Crain representing Chelsea Park West addressed the outstanding items.

DeGood moved and Robertson seconded THAT application SPR 2000-09-M BE TABLED to allow the applicant to address the outstanding items as identified in PD Report 2023-10.

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

c. PD 2023-6 – Oleson Foundation Development – Conceptual Review (8:31)

The subject property is roughly 190 acres and is generally bound by Rennie School Road on the south, North US-31 South on the east, Meadow Lane Drive on the north, and large farmland parcels to the west. Most of the frontage along US-31 has been developed or is planned for commercial uses. Approximately 145 acres of the subject property is zoned C-G General Commercial. The remaining 45 acres is zoned R-3 Multi-Family Residential and covers a 500-foot-wide strip of land along the property's western edge. The applicant is seeking feedback on potentially rezoning the property in phases to create a mixed-use development comprised of commercial, industrial, and multi-family residential uses. Sych said this is a significant development area in the township. Bill Crain of Crain Engineering along with Brad Oleson, applicant, explained some access options and stated that they would like to build a mixed-use development with some light industrial uses. Oleson stated that they are open to any zoning and has been working with Warren Call of Traverse Connect for some of the proposed uses and the build out will depend on demand. Oleson would like to build in phases and would like to see some light industrial uses on a portion of the property. He intends to put in a road through the area which would help to define the property. He added that natural stormwater basins could be designed in low spots throughout the property and could be shared among many users. Sych stated that a development such as this needs to be well thought out and planned. Commissioners discussed the various zoning districts and the uses that could be placed on the property. Jim Schmuckal of 3347 S. Airport Road, a real estate agent, stated that the shared stormwater retention has been used in the area before and it works well. A PUD option was suggested for the site to offer flexibility. Sych cautioned that it could make the phasing a bit more difficult in the long run with various owners. Sych suggested that a plan for uses come first and the zoning can come later.

8. Public Comment (9:49)

None

9. Other Business (9:49)

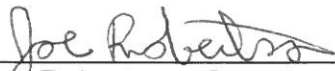
None

10. Items for Next Agenda – January 25, 2023 (9:49)

The Planning Commission will continue its efforts to update the Master Plan.

11. **Adjournment**

Fudge moved to adjourn the meeting at 9:50pm.



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