

**CHARTER TOWNSHIP OF GARFIELD
PLANNING COMMISSION MEETING
August 24, 2022**

Call Meeting to Order: Chair Racine called the August 24, 2022 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 Robertson, Pat Cline, Joe McManus, Chris DeGood, Robert Fudge and John Racine

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

1. Public Comment (7:00)

None

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

Staff asked to add items 9a – 3530 North Country Drive and 9b - correspondence from Tom Nemitz.

McManus moved and Fudge seconded to approve the agenda as amended adding items 9a and b.

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

Nays: None

4. Minutes (7:02)

a. August 10, 2022 Regular Meeting

Fudge moved and Cline seconded to approve the August 10, 2022 Regular Meeting minutes as presented.

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

Nays: None

4. Correspondence (7:02)

Planning Director Sych stated that correspondence included a letter from Tom Nemitz, material regarding 3530 N. Country Drive, and an updated zoning map

5. Reports (7:03)

Township Board Report

Agostinelli stated that the Hammond Road Apartments Rezoning and Zoning Ordinance Amendments will have a public hearing in September. She updated

commissioners on the Barlow Road issue with Safe Routes to School. PILOT guidelines were also discussed.

Planning Commissioners

(i) **Zoning Board of Appeals**

Fudge said the ZBA met last month to review a case for 4085 Jefferson Avenue.

(ii) **Parks and Recreation Commission**

DeGood said that there was an open house for the Commons Natural Area to gain public comment on a proposed master plan for the park. The commission is working on a recommended budget for 2023.

(iii) **Joint Planning Commission**

McManus stated that the commission approved funding for a study of the infrastructure needs for the Commons Area.

Staff Report

Sych said that 776 responses were received on the Master Plan Survey which equated to a 18% response rate. The survey runs until August 31st.

6. Unfinished Business

a. **PD 2022-81 Master Plan Update – Transportation and Recent Development Activity (7:10)**

Since the current Master Plan was approved in September 2018, there have been several new developments approved by the Township. Hannon reviewed a map of major developments since 2018 when the last Master Plan was updated. The LaFranier Hill neighborhood had four larger developments in recent years and main commercial corridors have seen some improvements and redevelopments. Commissioners provided feedback on the map and agreed that notes on the specific developments would be helpful.

Transportation improvements such as changes to existing roadways, non-motorized trails as well as revised parking standards could be helpful in the future for any planning and should be taken into consideration when any major project comes before the Planning Commission. Some key corridors in the Township have been identified for improvement and the Township can impact the development and redevelopment of these corridors through land use regulation and plan review, but the vision for these corridors may require changes to the roadway itself. These corridors include portions of US 31, Hammond Road, South Airport, North Long Lake Road, and Cass Road.

Commissioners discussed long term corridor management and access managements. Sych explained that the Planning Enabling Act, Public Act 33 of 2008, has a provision for a Master Street Plan which allows for an agreement between the Township and the Road Commission that would help coordinate projects of mutual benefit. The Road Commission plans

could potentially help manage the impact of developments and their access drives.

7. **New Business (7:59)**

a. **PD 2022-82 – Zoning Ordinance – Drive-Through Standards – Discussion**

At the January 2022 study session, the Planning Commission discussed its work priorities for the upcoming year. These priorities included several parts of the Zoning Ordinance to review and potentially amend to address different issues, including a review and potential update of drive-through standards in Section 730. There are currently 14 drive-through standards in Section 730 of the Zoning Ordinance. Commissioners discussed clarifying setbacks from the road and utilizing expert recommendations for drive-throughs to ensure that they are designed for optimum performance. Requirements for curbs and gutters were suggested.

8. **Public Comment (8:14)**

None

9. **Other Business:**

a. **3530 North Country Drive (8:14)**

Sych said that there was quite a bit of clear cutting on the property. The original approval required that landscaping be left as is. Restoration will be needed. A letter of information was sent by the Zoning Administrator to the business and the violation was outlined. Commissioners discussed ways to avoid this type of situation in the future.

b. **Letter from Tom Nemitz (8:31)**

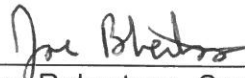
Sych stated that Mr. Nemitz submitted a letter to the township suggesting a Zoning Text amendment regarding Building Projections and Vertical additions on non-conforming lots. Sych stated that the ultimate goal is to slowly abolish the non-conformities in the township, while still allowing rights to the property owner to use his property. Side setbacks are very important and any changes to the ordinance could have unseen ramifications. Staff is reluctant to make changes to this section of the ordinance and will respond to the letter accordingly.

10. **Items for Next Agenda – August 24, 2022 (8:50)**

- a. Brewery Terra Firma PUD – Conceptual Review
- b. Kensington Park PURD – Major Amendment – Final Review
- c. 7 Brew 2537 North US 31 – Special Use Permit – Update

11. **Adjournment**

Fudge moved to adjourn the meeting at 9:00pm.

A handwritten signature in black ink, appearing to read "Joe Robertson", is positioned above a horizontal line.

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