

# CHARTER TOWNSHIP OF GARFIELD PLANNING COMMISSION MEETING

Wednesday, January 26, 2022 at 7:00 pm  
Garfield Township Hall  
3848 Veterans Drive  
Traverse City, MI 49684  
Ph: (231) 941-1620

## A G E N D A

### **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 Planning Commission, 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 Commission Rules and Procedures: a.) any person wishing to address the Commission 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 Commissioner'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. Note: If you are here for a Public Hearing, please hold your comments until that Public Hearing time.

#### **2. Review and Approval of the Agenda – Conflict of Interest**

#### **3. Minutes – January 12, 2022**

#### **4. Correspondence**

#### **5. Reports**

- a. Township Board
- b. Planning Commissioners
- c. Staff Report

#### **6. Unfinished Business**

#### **7. New Business**

- a. PD 2022-7 – 2021 Planning Commission Annual Report
- b. PD 2022-8 – 2022 Annual Work Plan
- c. PD 2022-9 – Topics for Joint Meeting – Planning Commission and Township Board

8. **Public Comment**

9. **Other Business**

10. **Items for Next Agenda – February 9, 2022**

- a. Gauthier R-3 Rezoning – Public Hearing
- b. 3525 West Front Street – Conceptual Review

11. **Adjournment**

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

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.

**CHARTER TOWNSHIP OF GARFIELD  
PLANNING COMMISSION MEETING  
January 12, 2022**

**Call Meeting to Order:** Chair Racine called the January 12, 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, Joe McManus, Pat Cline, Chris DeGood, Robert Fudge, and John Racine

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

**1. Election of Officers: (7:01)**

*Agostinelli moved and Fudge seconded to name John Racine Chair of the Planning Commission.*

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

*Racine moved and Fudge seconded to retain Joe McManus a Vice chair of the Planning Commission.*

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

*Racine moved and Cline seconded to name Joe Robertson as Secretary of the Planning Commission.*

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

**2. Public Comment (7:02)**

None

**3. Review and Approval of the Agenda – Conflict of Interest (7:02)**

*DeGood moved and Fudge seconded to approve the agenda as presented.*

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

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

**a. November 10, 2021 Regular Meeting**

*McManus moved and Agostinelli seconded to approve the November 10, 2021 Regular Meeting minutes as presented.*

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

**4. Correspondence (7:03)**

**a. January 25th letter regarding the BATA/TCHC Review**

**5. Reports (7:05)**

**Township Board Report**

Agostinelli stated that a multi governmental water facility for a second source of water on the west side near Elmwood Township may be discussed in the future.

**Planning Commissioners**

None

**Staff Report**

Sych said that they are setting a joint meeting between the Planning Commission and the Township Board for February 23<sup>rd</sup> at 6:00pm.

Hannon said that the contract with ECT was approved for the Commons Area and he is also working with MSU Urban Planning students and doing a non-motorized trail analysis for the township.

**6. Unfinished Business**

**a. PD 2022-3 – Serra Automotive Zoning Text Amendment –Request for Withdrawal (7:13)**

*Agostinelli moved and McManus seconded that the WITHDRAWAL of application Z-2021-01, submitted by Serra Traverse City, LLC, BE ACCEPTED.*

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

**7. New Business**

**a. PD 2022-6 – Ridge 45 SUP Landscaping – Minor Amendment (7:16)**

Phase 4 of Ridge 45 is located at 1555 Ridge Boulevard off of LaFranier Road and has multi-family housing on a 15.012 acre parcel. Pursuant to the Zoning Ordinance, a landscaping plan was approved in 2018 with a required Type “C” buffer along the westerly boundary of the parcel. A number of existing trees have been maintained on the subject parcel. These trees are clustered at the southwest corner of the parcel. An existing tree inventory was completed that shows a credit of 42 large

trees, 2 medium or small trees and 0 evergreen or coniferous trees. The applicant is requesting that the existing wood fence on the boundary line between Ridge45 and King's Court be accepted in lieu of the required landscaping due to the significant grade change between the west boundary line and the apartment buildings. The steep slope will make it difficult for plantings. Furthermore, a surplus of large tree credits can offset the requirement of the small trees and evergreens. The Planning Commission may waive or adjust an approved landscaping requirement in whole or in part if certain conditions are met.

Scott Jozwiak spoke to the commission and explained the proposed landscaping change. The slope would be allowed to grow wild offering further buffering. Sych said that trees may still be planted for an additional buffer and can be terraced on the slope. McManus stated that trees could be planted along the fence line equally spaced.

*DeGood moved and McManus seconded THAT application SUP-2015-01-D, submitted by Jozwiak Consulting, for a Minor Amendment to a Special Use Permit for the Ridge45 multi-family housing development at Parcel 05-023-026-40, BE APPROVED with the condition that 19 medium or small trees and 7 evergreen trees be planted and in locations as approved by staff.*

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

**b. PD 2022-4 – Gauthier R-3 Rezoning – Introduction (7:31)**

This application requests the rezoning of one parcel on the west side of US 31 south of the intersection of US 31 and South Airport Road, totaling approximately 18 acres, from its current split zoning of Agricultural (A) and Highway Commercial (C-H) to the Multi-Family Residential (R-3) zoning district via the zoning Map Amendment process, without restriction. There are extensive wetlands on the property. Exhibit C, as provided by the applicant, shows only about 7.7 acres of the site are buildable. The site has about 410 feet of frontage on US 31 and about 775 feet of frontage on McRae Hill Road, although access is only possible from US 31. The site is immediately south of the Fairfield Inn and Alliance Surgery Center located on North Country Drive. Commissioners discussed the proposal and shared concerns with access and connections to neighboring properties. The applicant said that the property does have challenges but is a unique setting and offers a desirable place to live for the area that is buildable.

*Fudge moved and DeGood seconded THAT application Z-2021-02 BE SCHEDULED for public hearing for the February 9, 2022 Planning Commission Regular Meeting*

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

*Nays: None*

**c. PD 2022-5 – Electronic Changeable Copy Sign ZO Text Amendment – Conceptual Review (7:48)**

Currently, changeable copy signs are permitted in the C-L, C-G, and C-H Commercial Districts with certain requirements. All signs permitted in the Commercial Districts are also permitted in the I-G and I-L Industrial Districts with the exception that all changeable copy signs are prohibited. The applicant proposes two changes which would permit changeable copy signs in the I-G and I-L districts and provide requirements for electronic changeable copy signs for nighttime illumination. Zoning Administrator Mike Green spoke about the enforceability of such signage and equipment needed to enforce the illumination. Commissioners discussed the proposal and talked about the nighttime illumination. Andrew Kohlmann of Image 360 answered commissioner questions. Commissioners were favorable toward the request and staff will begin to study the proposal and possible amendments to the Zoning Ordinance.

**8. Public Comment (8:13)**

None

**9. Other Business (8:13)**

**a. 2022 Planning Commission Meeting Dates**

*DeGood moved and Fudge seconded to adopt the 2022 Planning Commission Meeting Dates as presented with the exception of the February 23 2022 meeting which will commence at 6:00pm.*

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

**10. Items for Next Agenda –January 26, 2022 (9:20)**

- a. Draft Topics for Planning Commission/Township Board Joint Meeting
- b. Draft 2022 Annual Work Plan
- c. 2021 Annual Report

**11. Adjournment**

*Fudge moved to adjourn the meeting at 8:18pm.*

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

**LEGAL NOTICE**  
**NOTICE OF ADOPTION**  
GREEN LAKE TOWNSHIP, GRAND TRAVERSE COUNTY  
**ZONING AND MASTER PLAN AMENDMENT**

TO: THE RESIDENTS AND PROPERTY OWNERS OF GREEN LAKE TOWNSHIP, GRAND TRAVERSE COUNTY, MICHIGAN AND ANY OTHER INTERESTED PARTY: PLEASE TAKE NOTICE THAT AMENDMENTS to the Green Lake Township Zoning Ordinance, the Green Lake Township Master Plan and the Green Lake Township Zoning Map were recommended for approval after public hearings were held by the Green Lake Township Planning Commission at its regular meeting November 22, 2021 and approved by the Green Lake Township Board of Trustees at its regular meeting December 13, 2021. Pursuant to the provisions of the Michigan Zoning Enabling Act 110 of 2006, and the Michigan Planning Enabling Act 33 of 2008, the amendments will be effective eight days following publication of this notice. A description of the amendments follows:

Zoning Ordinance Amendment ZOA 21-002 Combines R-1 and R-2, removes *at grade* from the definition of dwelling unit and makes minimum dwelling unit 500 square feet

Amend the master plan future land use map parcel 28-07-009-003-10, US 31 South, Residential five acres to Commercial; parcel 28-07-010-018-00, 8060 US Hwy 31, Residential five acres to Open space 1 acre with 600 feet deep of Commercial frontage; parcel 28-07-009-005-00, 1945 S. South Long Lake Road, Suburban Residential 2,040 feet along S. South Long Lake Road to 2,640 feet going north along S. South Long Lake Road to Commercial

Rezone parcel 28-07-009-003-10, US 31 South, Interlochen, MI from R-1 Moderate Density Residential to Commercial; Rezone parcel 28-07-010-018-00, 8060 US Hwy 31, from R-5 Rural Residential to 600 feet deep of Commercial frontage with remaining acreage R-1 Moderate Density Residential; Rezone parcel 28-07-009-005-00, 1945 S. South Long Lake Rd, 600 feet Commercial along S. South Long Lake Rd to 2,640 feet Commercial going north along S. South Long Lake Rd

Copies of the above items may be examined at the Township Hall, Monday through Thursday 8:00a.m. to 5:30p.m.

Alycia Reiten, Green Lake Township, Planning Zoning Director  
December 16, 2021 – 1T

		<b>Charter Township of Garfield Planning Department Report No. 2022-7</b>	
Prepared:	January 19, 2022	Pages:	7
Meeting:	January 26, 2022 Planning Commission	Attachments:	<input type="checkbox"/>
Subject:	2021 Charter Township of Garfield Planning Commission Annual Report		

**INTRODUCTION:**

The 2021 Charter Township of Garfield Planning Commission Annual Report was prepared pursuant to the requirements of Section 19(2) of the Michigan Planning Enabling Act (“MPEA”), which states:

*A planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development.*

This report is intended to serve as the Planning Commission’s report to the Township Board in accordance with the MPEA as quoted above, and it will also outline the activities of the Planning Department during 2021.

**BOARDS AND COMMISSIONS:**

The Planning Director and Deputy Planning Director serve on various committees and provide support services to several boards and commissions, including but not limited to:

- Garfield Township Board of Trustees (Staff)
- Garfield Township Planning Commission (Staff)
- Garfield Township Parks and Recreation Commission (Staff)
- Garfield Township Zoning Board of Appeals (Liaison)
- Joint Traverse City and Garfield Township Planning Commission (Staff)
- Joint Traverse City and Garfield Township Recreation Authority (as needed)
- Traverse Transportation Coordinating Initiative (TTCI) (Technical Committee Member)
- Grand Traverse County Road Commission (Garfield Township Alternate Representative)

**ADMINISTRATION:**

The Planning Department was responsible for generating 144 Staff Reports in 2021 (compared with 166 in 2020, 159 in 2019, and 125 in 2018) for the various boards and commissions listed above. The day-to-day tasks of the Planning Department also include dialogue with Garfield Township residents, the development community, community stakeholders, and partner organizations; review of new and ongoing development applications; monitoring development approvals as they proceed through completing the approval process; administering grants and parks and recreation activities; developing plans and related studies; preparing zoning analyses and drafting new ordinance text; and conducting site visits.

**PLANNING COMMISSION:**

The Planning Commission meets the second and fourth Wednesdays of each month and is responsible for reviewing development applications, preparing plans, and making recommendations to the Township Board on development applications and zoning amendments. This meeting schedule allows for the Planning Commission to hear, review, and decide on projects during the first meeting and to advance the interests of the community by holding a work session during the second meeting of the month. This schedule will continue throughout 2022.

**STRATEGIC PLAN:**

In February 2021, Planning Department staff provided a year-end report to the Township Board regarding its activity that supported the Strategic Plan in 2020. In June 2021, the Strategic Plan was reviewed by the Township Board; no changes were made to any Strategic Plan goals.

**MASTER PLAN:**

No changes were made to the Master Plan in 2021. The most recent change to the Master Plan occurred in June 2020 when the Barlow Garfield Neighborhood Plan was incorporated into the Master Plan and adopted by the Township Board. The Master Plan continues to provide policy guidance for the Planning Department and Planning Commission. Staff anticipates working on public engagement and gathering data in 2022 in anticipation of updating the Master Plan beginning in 2023.

**ANNUAL WORK PLAN:**

At the beginning of each year, the Planning Commission updates its annual work priorities. For 2021, the Planning Commission developed a list of priority projects for the next three years and created a master plan implementation matrix to track how priority projects assist in implementing the Garfield Township Master Plan. Accomplishments among the priority projects identified for 2021 were the following:

- **Housing Review and Discussion** – The Planning Commission took time at several study sessions to discuss housing issues and welcomed Yarrow Brown, Executive Director of Housing North, as a guest speaker at one study session. Staff also reviewed the Housing Ready Communities checklist to help generate topics for discussion.
- **Preparation of a Public Participation Plan** – The Public Participation Strategy was adopted by the Township Board in June 2021. This Strategy helps meet the goals of identifying key Township stakeholders, determining the most effective ways to communicate with stakeholders, and tracking and conveying the outcomes of community engagement efforts.
- **Zoning Ordinance – Use Chart** – The Zoning Ordinance amendment establishing a use chart in Article 3, updating definitions in Article 2, and refining supplemental use standards in Article 7 was adopted in September 2021.

**REDEVELOPMENT READY COMMUNITIES:**

Staff worked on several items in 2021 which coincide with the Best Practices of the Redevelopment Ready Communities (RRC) program, which the Township began in 2020. RRC is a no-cost, technical assistance, statewide certification program offered by the Michigan Economic Development Corporation (MEDC) to evaluate and certify communities which integrate transparency, predictability, and efficiency into their daily development practices through a set of best practices. Major projects done in 2021 were the following:

- **Public Participation Strategy** – The Township Board adopted the Public Participation Strategy in June 2021. This Strategy serves as a guide for the Township to utilize effective and inclusive public engagement methods by identifying key stakeholders, describing public participation methods and the appropriate use of each method, and explaining how the results of engagement efforts will be reported. In 2021, the Township conducted a park user survey asking about which parks people visit, what amenities they use, what they like and don't like, and what changes they would like to see. This Strategy will be used to help guide planning activities going forward including the Master Plan, Parks and Recreation Master Plan, and others.

- **Guide to Development** – The Guide to Development was completed October 2021. This Guide provides an overview of the development process in the Township including pre-application and conceptual reviews, different types of applications, meeting procedures, recording of documents, permits, and other information. The Guide is posted on the Planning Department’s webpage.

Staff will continue to work on RRC-related projects to help advance the Township towards certification.

**CONCEPTUAL REVIEWS:**

Conceptual reviews allow for applicants to appear before the Planning Commission with little more than a concept for development. This process is intended to provide an applicant with valuable feedback to gauge the Planning Commission’s interest in a potential project before a full application is submitted. This process has been utilized by several applicants as they are able to discuss a potential project without having to first enlist surveying, planning, and/or engineering services to complete an application. The following projects were conceptually reviewed by the Planning Commission in 2021:

- South 22 – proposed apartment complex / Special Use Permit
- Gauthier Property / 2105 North US 31 South – proposed rezoning
- Ashland Park PUD Storage – proposed Planned Unit Development amendment

**ADMINISTRATIVE REVIEWS:**

In some specific cases, the Planning Director can administratively approve projects provided they meet all requirements of the Zoning Ordinance. This procedure significantly improves efficiency in the review of minor requests. The Planning Department requires any Administrative Amendment to be justified through written findings. The following applications were administratively reviewed and approved in 2021:

- **PUD 2020-01-A Oakleaf Village of Garfield Township Administrative Amendment**  
The Oakleaf Village of Garfield Township (PUD) is located at 5143 North Long Lake Road, west of Zimmerman Road. The subject amendment is to permit three footprint options to the proposed independent living detached villas (“cottages”) in Phase 1 of the PUD.
- **SUP 2019-02-A Living Hope Church Expansion Administrative Amendment**  
The subject parcel is located on the west side of South Airport Road, just north of Day Drive, with an address of 3050 W South Airport Road and is zoned R-1 – One-Family Residential. The request is to amend the Living Hope Church Expansion Special Use Permit to alter the layout and substitute planting materials for the landscaping plan for the east buffer, relocate the dumpster enclosure, and extend the front sidewalk to the Day Drive curbed approach.
- **SUP 2001-01-H Ashland Storage Ashland Park PUD Administrative Amendment**  
The subject parcel is located at 1067 Rusch Road near the intersection of Rusch Road and North Garfield Road. The parcel is included in the Ashland Park PUD which was originally approved in 2001 and amended several times since then, most recently in 2019. The request is to amend the Ashland Park Planned Unit Development (PUD) approval to alter the layout and substitute planting materials for the landscaping plan around the self-storage units.
- **SUP 2001-01-I Ashland Park PUD Traditions Administrative Amendment**  
The subject parcel is located at 857 Ashland Drive within the Traditions development of the Ashland Park PUD. The parcel is Unit #139 of the Traditions condominiums, part of the Ashland Park PUD originally approved in 2001 and subsequently amended several times, most recently in April 2021. The request would amend the Ashland Park PUD approval to construct an accessory building for use as a garage and storage building for the development. The driveway for this building will initially be located on the same parcel. Future development will include a house on the adjacent parcel to the west and the combination of these two parcels, with a new driveway serving both this building and the future house.

**DEVELOPMENT REVIEWS:**

The Planning Commission reviewed numerous projects in 2021 including Site Plan Reviews, Planned Unit Developments, Special Use Permits, and amendments, as summarized by the following:

- **SUP 2020-03 Ligon Bed and Breakfast (Approved)**  
A Special Use Permit was approved to permit a bed and breakfast establishment for use within an existing single-family residence at 5885 Hainey Lane.
- **SUP 2000-08-K Copper Ridge PUD Building 7 (Novello) Sign Review (Approved)**  
An application was approved for a wall sign in the Copper Ridge PUD at a 50% increase in the maximum square footage. The Planning Commission has the authority to modify any of the wall sign standards in PUDs, including maximum square footage, based on the criteria described within Section 630.G. (3) (b) of the Zoning Ordinance.
- **PUD 2020-02 BATA/TCHC Transit-Oriented Mixed-Use Development (Under Review)**  
This application is for a transit-oriented, mixed-use development including multi-family residential apartments; single-family residential; BATA administration building, bus maintenance facility, and bus storage garage; transfer station; café; and childcare center. The project is on 53.2 acres of an existing 77.1-acre site at the northeast corner of LaFranier and Hammond Roads. The application received preliminary approval by the Township Board and is currently in final review.
- **SPR 2021-01 Burger King Cherryland (Approved)**  
A site plan was approved for this project to demolish and replace the existing Burger King building at 1800 South Garfield Avenue, located at the northwest corner of South Garfield Avenue and West South Airport Road. The existing parcel is just over one (1) acre.
- **SUP 2021-01 Chick-Fil-A Restaurant (Approved)**  
A Special Use Permit was approved for a proposed 4,978-square foot Chick-fil-A restaurant with seating for 104 inside the building and 20 outside at the patio. The 2.1-acre site is zoned as C-G General Commercial and is located at 2700 N US 31.
- **SUP 2020-02 Prince of Peace Lutheran Church (Approved)**  
A Special Use Permit was approved for a proposed 8,768-square foot church including sanctuary, fellowship hall, and childcare center. The 5.94-acre site is on LaFranier Road north of Hammond Road and is zoned A-Agricultural.
- **SUP 2002-06-D Kensington Park PURD Minor Amendment (Withdrawn)**  
The Kensington Park Planned Unit Residential Development (PURD) was originally approved by the Planning Commission in June 2003. Over the past several years, there has been confusion over whether sidewalks are required as part of this development. This application for Minor Amendment to the PURD requested to officially remove the requirement for sidewalk installation. Research into the project history raised some questions regarding a 2005 Planning Commission decision to remove the requirement to install sidewalks and allow a three-foot designated walking area on the roadway itself, including the validity of this decision and the feasibility of designating a walking area on the roadway itself. The application was withdrawn by the applicant with no action taken by the Planning Commission.
- **SUP 2018-05 Grand Traverse Oral Surgery SUP Extension Request (Granted)**  
A request was granted to extend the approved Special Use Permit to construct a new oral surgery clinic building on a 10.53-acre site at the southwest corner of Hammond Road and Garfield Road. The one-year extension allows the applicant until May 20, 2022 to begin construction.
- **PUD-2020-01-B Oakleaf Village of Garfield Township PUD Minor Amendment (Approved)**  
A minor amendment was approved for the Oakleaf Village of Garfield Township PUD to allow for 20 additional memory care units to a proposed adult care facility at 5143 North Long Lake Road. The application originally received preliminary PUD approval for 229 dwelling units including a mix of independent living apartments, assisted living units, memory care units, detached villas, and

single-family homes. This was reduced to 187 units following removal of a future addition to the Adult Care Facility due to Metro Fire building access requirements. The minor amendment brings the overall development to 207 total units.

- **SPR 2000-09-K Chelsea Park West PUD Minor Amendment (Approved)**  
A minor amendment was approved for the Chelsea Park PUD to replace four (4) 12-unit residential buildings and attached garages with two (2) 24-unit apartment buildings with no carports, the same apartment building type being constructed in Chelsea Park West. There is no net change in number of dwelling units as part of this minor amendment, but there is a reduction of the building, parking, and overall impervious areas. The minor amendment also resulted in a larger contiguous central open space indicated as “dedicated open space.”
- **SUP 2021-02 South 22 Multi-Family Housing (Approved)**  
A Special Use Permit was approved for a proposed 216-unit multi-family housing development on a 21.02-acre site at the northwest corner of LaFranier Road and Hammond Road. The site is zoned as R-3 Multi-Family Residential and is immediately south of the Ridge45 apartment complex.
- **SUP 2021-03 Marengo 31 Multi-Family Housing (Approved)**  
A Special Use Permit was approved for a proposed commercial district housing development with two 30-unit apartment buildings (60 total dwelling units) behind the Baymont Inn at 2326 N US 31 South. The 15.83-acre site is zoned as C-H Commercial Highway.
- **SUP 2017-02-A City of Traverse City LaFranier Reservoir Minor Amendment (Approved)**  
A minor amendment was approved for the City of Traverse City LaFranier Road Water Reservoir originally approved in 2017 to add the second water tank. Part of the landscaping for this site had been the then-existing landscaping within the DTE easement, which DTE has removed as they have upgraded their infrastructure. The minor amendment allowed for an amended landscaping plan and covered other issues, including constructing sidewalk to the north lot line and paving the main entrance drive. The 4.95-acre site is located on LaFranier Road south of the intersection with South Airport Road and is zoned as A-Agricultural.
- **SUP 2021-01-A Chick-fil-A Restaurant Major Amendment (Approved)**  
The approved Special Use Permit for Chick-fil-A included a proposed sidewalk at the front of the site from the Mall Trail to the front of the proposed building. The sidewalk design was found to be constrained by a steep slope requiring handrails to meet Americans with Disabilities Act (ADA) standards and MDOT requirements for stormwater detention within their right-of-way. A major amendment was approved allowing the sidewalk to be relocated along the south property line.
- **SPR 2021-02 3570 North US 31 South Proposed Medical Clinic (Approved)**  
A site plan was approved for a proposed urgent care medical clinic on part of the former Bill Marsh automobile dealership at 3570 N US 31 South, near the intersection with Franke Road and south of McDonald’s. The site is about 1.61 acres and is zoned C-H Highway Commercial.
- **SUP 2003-06-E Premier Place PUD Minor Amendment (Approved)**  
This PUD was originally approved as a phased residential project in 2003, including a phase at the north end of the site for five 10-unit buildings with detached garages. The applicant intends on completing this phase of the project with some minor modifications proposed to the site plan (i.e., changed location of garage buildings). Also, it was discovered that a previously approved major amendment had expired, and conditions of that approval were still relevant and had not yet been met. The proposed minor amendment was approved allowing for minor site plan modifications and carrying over the relevant conditions. The site is located at the northwest corner of Premier Street and Woodmere Avenue.
- **SPR 2021-03 Biggby Cherryland (Approved)**  
A site plan was approved for a proposed Biggby Coffee on a 0.53-acre parcel on West South Airport Road, just west of South Garfield Avenue next to Burger King. The proposed building would be 349 square feet and offer only drive-through and walk-up service, with no dine-in service. The site is zoned as C-P Planned Shopping Center and is accessed from within Cherryland Center.

**ZONING ORDINANCE MAP AMENDMENTS (REZONING):**

One application for a zoning ordinance map amendment (rezoning) was considered in 2021:

- **Amendment 27 – Z-2020-05 Carter Lumber I-G Rezoning (Approved)**

This application requested the rezoning of one parcel at the southeast corner of Garfield Road and Hammond Road, totaling 36.50 acres, from the A-Agricultural zoning district to the I-G General Mixed-Use Industrial Business zoning district.

**ZONING ORDINANCE TEXT AMENDMENTS:**

The following proposed zoning ordinance text amendments were considered in 2021:

- **Amendment 25 – Requirements for Siting Solar Energy Systems (Adopted)**

A zoning ordinance text amendment was adopted in January 2021 to establish regulations for Solar Energy Systems including siting, design, installation, abandonment, decommissioning, distinctions between Accessory and Primary Solar Energy Systems, and associated definitions. Primary Solar Energy Systems are allowed by Special Use Permit in all zoning districts; Accessory Solar Energy Systems are allowed by right in all zoning districts.

- **Amendment 26 – Child Care Centers, Major Thoroughfares (Adopted)**

A zoning ordinance text amendment was adopted in March 2021 to update the definitions so that a “major thoroughfare” includes both “arterial” and “collector” roads, base road-related definitions on the National Functional Classification (NFC) system as used by the Michigan Department of Transportation (MDOT) and allowing Child Care Centers in the A-Agricultural zoning district via the Special Use Permit process.

- **Amendment 28 – C-P Planned Shopping Center and PUD Signs (Adopted)**

A zoning ordinance text amendment was adopted in March 2021 regarding sign regulations in the C-P Planned Shopping Center zoning district and Planned Developments including merging two subsections of regulations for consistency, adding an “Applicability” section, clarifying regulations for signs permitted by right, refining criteria for the Planning Commission to modify or waive sign requirements, and allowing “gooseneck” style downward lighting of signs in the C-P district.

- **Amendment 29 – C-P Planned Shopping Center and PUD Freestanding Signs (Adopted)**

In April 2021, the Township adopted a moratorium on applications for freestanding signs within the C-P Planned Shopping Center zoning district and within Planned Developments, to address and correct language in the Zoning Ordinance that allowed for the inadvertent proliferation of large freestanding signs. A zoning ordinance text amendment was adopted in June 2021 which included lowering the maximum size of freestanding signs, adopting a sliding scale for sites with over 10,000 square feet of retail space to “upsized” one freestanding sign, specifying “monument sign” as the type of permitted freestanding sign for certain uses, allowing a maximum of two freestanding signs per roadway frontage, clarifying that freestanding signs shall be located at the roadway entrance, and clarifying the maximum permitted signage for sites with mixed uses.

- **Amendment 30 – Articles 2, 3, and 7: Including the Use Chart, Crematorium Definition and Conditions, and Zoning Considerations for Marijuana Compliance Facilities (Adopted)**

A zoning ordinance text amendment was adopted in September 2021 enacting several changes to Articles 2, 3, and 7 of the Zoning Ordinance. Changes included adding new definitions, clarifying several existing definitions, adding a use chart, creating a consistent name for each use across the entire Zoning Ordinance, and listing all supplemental regulations in Article 7. Before this zoning text amendment was adopted, other proposed changes were also studied and included as part of the amendment: a definition and conditions for crematoriums and consideration of marijuana safety compliance facilities (as defined under two different State Acts) as research and design facilities.

- **Z-2021-01 – Serra Automotive Zoning Text Amendment (Withdrawn)**

This application submitted by Serra Traverse City, LLC was for a proposed Zoning Ordinance text amendment which allow additional freestanding signs along major thoroughfares and for individual tenants in a multi-tenant parcel. Concerns were identified regarding how the proposed amendment would impact other sites in the same zoning district, and it was found that the proposed amendment would not allow the applicant to install the signage they were intending to install. The application was withdrawn by the applicant with no action taken by the Planning Commission.

**PLANNING COMMISSION DISCUSSIONS:**

The Planning Commission discussed several other topics during their study sessions in 2021:

- **Winter Igloos** – Staff was approached with an idea to establish a type of land use not currently provided for in the Zoning Ordinance: temporary “igloos” or other similar structures which could be placed outdoors on an agricultural property. The idea was to allow the use during the winter as a seasonal use, allow customers to rent out space, and have limitations including no food or drink service and limited hours of operation. After discussing the issue at several study sessions, initial interest in the idea had cooled and the Planning Commission took no action.
- **4051 Cedar Run** – Staff brought this item to look for direction from the Planning Commission on the future uses of this corridor given the interest in this parcel. A rezoning request in 2020 for this parcel was withdrawn. Staff had also heard a request to use the front end of the parcel for a building maintenance service business (office and garage) and the rear of the parcel for residential.
- **Housing** – Staff and Planning Commission had several discussions about different housing topics over several study sessions. Yarrow Brown, Executive Director of Housing North, attended one session as a guest speaker and provided her professional expertise. Discussions about housing will continue in 2022 as the Township begins the process to update the master plan, but several topics to consider include Garfield Township’s place in the urbanizing area, policies for projects using payment in lieu of taxes (PILT), master plan policies, and zoning ordinance standards.

**JOINT TRAVERSE CITY AND GARFIELD TOWNSHIP PLANNING COMMISSION:**

The Joint Planning Commission is a six-member commission comprised of two City and two Township residents appointed from their respective Planning Commissions and one City and one Township resident each appointed by their respective elected officials. An amendment to the Joint Planning Commission Agreement was adopted in June 2021 to expand the commission from five to six members as described above. Previously, the fifth member (non-Planning Commission member) was jointly appointed by both municipalities.

The Commission meets every January, April, July, and October at 5:15 PM on the third Wednesday of the month. Recent meetings have focused on continued redevelopment of the historic buildings, the Commons Natural Area design planning process, a request for a tent for an outdoor seating area, establishment of a Joint Zoning Board of Appeals, and work plan activities under the Brownfield Development Agreement.

**RECOMMENDATION/ACTION REQUESTED:**

Following review, if the Planning Commission is prepared to accept the 2021 Annual Report in accordance with the Michigan Planning Enabling Act, the following motion is suggested:

THAT the 2021 Planning Commission Annual Report, as provided in Planning Department Report 2022-7, BE APPROVED and FORWARDED to the Township Board.

 <b>Charter Township of Garfield</b> <b>Planning Department Report No. 2022-8</b>			
Prepared:	January 19, 2022	Pages:	1
Meeting:	January 26, 2022 Planning Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	2022 Priorities and Master Plan Implementation Matrix		

The first study session of 2022 offers the Planning Commission the opportunity to create priority projects for the year. The priorities for discussion are gathered from reviewing the 2021 Priorities and Master Plan Implementation Matrix, Township planning documents, notes from Planning Commission study sessions in 2021, and other materials. The Master Plan Implementation Matrix is used by the Planning Commission to assist in implementing the Master Plan by identifying planned actions, when those actions will occur, and the responsible parties for those actions.

Attached is a draft 2022 Priorities and Master Plan Implementation Matrix.

**ACTION REQUESTED:**

This 2022 Priorities and Master Plan Implementation Matrix is for information only. No formal action is requested.

**Attachments:**

1. 2022 Priorities and Master Plan Implementation Matrix

Garfield Township Planning Commission

**2022 – 2024 Priorities**

At the beginning of each year, the Garfield Township Planning Commission updates its annual work priorities.

<b>Priority Projects</b>		<b>Timeline</b>
Community Engagement	In anticipation of an upcoming update of the Township Master Plan, public engagement will be conducted township-wide, including a new mail survey. The survey will update the previous mail survey conducted in 2015. Other activities may also be considered including open houses, focus group discussions, etc.	2022
Community Trend Analysis	In anticipation of an upcoming update of the Township Master Plan, conduct a trend analysis of the Township to include build-out analysis, population estimates and projections, infrastructure evaluation, definition of focus areas and corridors, and other pre-planning activities.	2022
Zoning Ordinance – Minor Amendments	A variety of minor Amendments to the Zoning Ordinance may include the following: <ul style="list-style-type: none"><li>• Adjust R-3 Multi-Family Lot Width Requirements</li><li>• Clarify Wetland Regulations</li><li>• Provide Changeable Copy Signs in Industrial District</li><li>• Update Drive-Through Requirements</li></ul>	2022
Planning Commission Training	The Planning Commission By-Laws describe the requirements for annual training and organizations which may provide such training. Formalize the process for Planning Commissioner training including identifying key topics, providing opportunities through study sessions or other dedicated time, clarifying requirements, and establishing a method to track training activity.	2022
Sign Ordinance Review and Update	Review and update sign regulations in accordance with court decisions and review sign regulations for consistency and clarity.	2022

<b>Priority Projects</b>		<b>Timeline</b>
Update of Township Master Plan	<p>Conduct five-year review of Master Plan as required by the Michigan Planning Enabling Act and update of the Plan. Plan development will build upon pre-planning activities conducted in 2022. Update of the Master Plan may include discussion of the following planning topics:</p> <ul style="list-style-type: none"> <li>• Consider application of form-based codes and concepts to encourage flexibility in land uses and a high quality of design</li> <li>• Consider additional protections for agricultural land and regulations for agricultural tourism activities</li> <li>• Review amount of land in Township that is currently planned for industrial, and amount of industrial land currently used for non-industrial purposes</li> <li>• Study potential methods for encouraging redevelopment and reuse of malls and large retail spaces</li> <li>• Study preparation of a Capital Improvement Program (CIP)</li> </ul>	2023
Zoning Ordinance – Amendments	Amendments to the Zoning Ordinance to be determined.	2023
Update of Township Master Plan	Completion and adoption of Township Master Plan in accordance with the Michigan Planning Enabling Act.	2024
Zoning Ordinance – Evaluation	Evaluate Zoning Ordinance based on new Master Plan policies and priorities.	2024

Garfield Township Planning Commission

**Master Plan Implementation Matrix**

**About the Implementation Matrix:**

This matrix is used by the Garfield Township Planning Commission to assist in implementing the Garfield Township Master Plan. The current Master Plan was originally adopted by the Garfield Township Board of Trustees on September 25, 2018. This matrix is updated on an annual basis. Below is the implementation matrix for 2022 which includes the following information:

- Priority for 2022:            These are high priority projects to be studied or completed in 2022.
- Future Priority:            The projects are to be studied or completed later.
- Ongoing:                    These items represent ongoing tasks.
- Complete:                    These items have been completed.

**Priority Levels:**

Priority for 2022	Future Priority
Ongoing	Complete

**Abbreviations:**

TB	Garfield Township Board of Trustees
PC	Garfield Township Planning Commission
PRC	Garfield Township Parks and Recreation Commission
GTCRC	Grand Traverse County Road Commission
BATA	Bay Area Transportation Authority
TCAPS	Traverse City Area Public Schools
TART	Traverse Area Recreation and Transportation Trails
GTRLC	Grand Traverse Regional Land Conservancy
GTCD	Grand Traverse Conservation District

<b>Category</b>	<b>Goal</b>	<b>Objective</b>	<b>Actions</b>	<b>Timeline</b>	<b>Responsible Parties</b>
Housing – Diversity (p. 18)	Diversity in the rental market is also important in terms of unit size. In particular, there is a known shortage of single-bedroom or loft-style units, leading to a drain on income as renters are forced to choose a larger, more expensive option.	The Township should encourage development which includes a mix of housing options. The market does seem to be naturally adjusting to meet this demand, as indicated by projects such as the Arbors Apartments constructing 24 loft/garage choices in place of standard carport buildings (see illustration right).	Ongoing	Ongoing	Staff; PC; TB; Housing North (partner)
Housing – Accessibility (p. 19)	It is increasingly important to consider an adequate accessible housing supply. Accessible housing options will allow aging or disabled individuals to remain in their home.	Consider incentives such as density bonuses to encourage the development community to include accessible housing.			
Housing – Affordability (p. 20)	Continue to lead the region in supporting affordable housing.	Many of the Township’s residential developments are subsidized to allow lower rents, primarily through the Michigan State Housing Development Authority (MSHDA), but also through the Township Board’s approval of Payment In Lieu Of Taxes (PILOT).			
Housing Condition (p. 20)		The Township has adopted a property maintenance code which requires routine inspections for multifamily rental units on an annual basis. Additionally, tenants of any rental unit may report poor conditions and request an inspection. Appropriate actions may be taken by the Building Official to require that deficiencies or safety issues be addressed, up to and including declaring the residence uninhabitable.	Ongoing	Ongoing	Building Official

Category	Goal	Objective	Actions	Timeline	Responsible Parties
Housing – Location (p. 20)	Locating new housing developments proximate to these resources can reduce the overall costs of housing and transportation while helping to create more efficient use of infrastructure in existing urban areas.	Target appropriate areas and incentivize their development or redevelopment through density bonuses.	Ongoing	Ongoing	Staff; PC; Housing North (partner)
Roadways & Transportation Planning (p.22)	Build a basis of support for potential remedies to overburdened roadways.	Work with local road agencies to develop access management plans, to consider signal improvements, or to consider roadway reconfigurations.	South Airport Road access management, Update of Township Master Plan	2022-2024	Staff; PC; GTCRC (partner)
		Support the development of alternative transportation to reduce demand on area roadways.	Develop Township Non-Motorized Plan, Update of Township Master Plan	2022-2024	Staff; PC; TB
		Require detailed traffic impact analysis in development review and consider the impact of additional traffic in the legislative review process.	Evaluate as a potential future priority, Zoning Ordinance – Evaluation	2024	Staff; PC; TB
Alternative Transportation (p. 22-23)	Improve public transportation opportunities within densely populated and highly frequented locations.	Collaborate with BATA when new developments, roadway improvements, and route planning are underway.	Ongoing	Ongoing	Staff; BATA (partner)
		Consider zoning ordinance requirements for the provision of facilities such as bus stops and shelters.	Evaluate as a potential future priority, Zoning Ordinance – Evaluation	2024	Staff; PC; TB
	Improve non-motorized opportunities throughout the Township.	Using a combination of public funds, grants, and zoning ordinance requirements, implement the Township’s non-motorized plan.	Implement Township Non-Motorized Plan, Update of Township Master Plan	2024	Staff; PC; TB

Category	Goal	Objective	Actions	Timeline	Responsible Parties
Utilities (p. 24)	Direct development to areas which are served by adequate facilities.	Identify areas with existing utilities which can support higher density and mixed uses.	Review the designated high density development areas on future land use map, Update of Township Master Plan	2023-2024	Staff; PC; TB
	Ensure storm water controls are considerate of environmentally sensitive areas.	Incentivize or require Best Management Practices such as low-impact design.	Evaluate low impact design standards, Zoning Ordinance – Evaluation	2024	Staff; PC; TB
Natural Resources (p. 26)	Protect, enhance, and showcase the natural environment.	Implement the Green Infrastructure Plan.	Ongoing	Ongoing	Staff; PC; TB
		Make environmentally conscious decisions in review of development applications or zoning policy considerations.			
		Continue to work with area environmental groups to improve the health of the environment.	Ongoing	Ongoing	Staff; PC; other partners (GTRLC, GTCD, Watershed Center, etc.)
		Consider establishing a comprehensive natural resources overlay zoning district similar to what has been established in neighboring communities.	Evaluate as a potential future priority, Zoning Ordinance – Evaluation	2024	Staff; PC; TB
		Protect streams, wetlands, and water bodies from direct or indirect stormwater runoff or other encroachments.	Ongoing	Ongoing	Staff; PC; TB
Invasive Species (p. 30)	Attempt to limit the spread of invasive species and reduce the impact of invasive species already present in the area.	Require the incorporation of a majority of native plantings in commercial landscaping.	Evaluate as a potential future priority, Zoning Ordinance – Evaluation	2024	Staff; PC; TB

Category	Implementation Statement	Actions	Timeline	Responsible Parties
Housing	Continue to implement zoning incentives such as density bonuses to encourage the development community to include particular housing types in high demand in the Township, such as single-bedroom apartment units and accessible housing options for seniors and individuals with disabilities.	Evaluate as a potential future priority, Zoning Ordinance – Evaluation	2024	Staff; PC; Housing North (partner)
	Continue to use the Township’s Zoning Ordinance to encourage a wide variety of housing types and densities, as well as the mixing of residential uses with commercial and light industrial uses where compatible.	Ongoing	Ongoing	Staff; PC; Housing North (partner)
	Continue to incorporate subsidized units in developments via state and federally administered programs.			
Transportation and Community Services	Continue to encourage optimal traffic flow on major corridors within the Township by taking Level of Service (LOS) and traffic counts into account in the development approval process, working with road agencies to develop access management plans, and considering signal improvements or roadway reconfigurations.	South Airport Road access management	2022-2024	Staff; PC; GTCRC (partner)
	More specifically, consider developing a GIS-based tool which visualizes traffic counts or LOS for use in development review.	Prioritize as staff time allows	2024	Staff
	Continue to support the development of non-motorized and other alternative transportation options to reduce demand on area roadways, improve community connectivity, and promote public health, among many other benefits. More specifically:			
	<ul style="list-style-type: none"> <li>Continue to actively seek grant funding from various sources and to collaborate with regional and local partners to maintain, enhance, and extend the Township’s trail network.</li> </ul>	Ongoing	Ongoing	Staff; PC; TB
	<ul style="list-style-type: none"> <li>Collaborate with BATA to provide public transit options along fixed routes between densely populated areas and popular locations.</li> </ul>	Future discussions with BATA	2024	Staff; BATA (partner)
	<ul style="list-style-type: none"> <li>Continue the development of a GIS-based trail maintenance prioritization tool which facilitates easy identification of trail segments most in need of resources.</li> </ul>	Prioritize as staff time allows	2022	Staff

Category	Implementation Statement	Actions	Timeline	Responsible Parties
	<ul style="list-style-type: none"> <li>Consider zoning ordinance requirements which require bus stops or shelters to be included in developments.</li> </ul>	Evaluate as a potential future priority, Zoning Ordinance – Evaluation	2024	Staff; PC
	<ul style="list-style-type: none"> <li>Continue to advance the Township’s complete streets initiative through requiring the provision of non-motorized infrastructure in Special Use Permit (SUP) and PUD reviews, as well as through opportunities with the Safe Routes to School program, for example, and other resource providers.</li> </ul>	Ongoing	Ongoing	Staff; PC; TB; other partners (TCAPS, TART, etc.)
Natural Resources and Parks and Recreational Opportunities	Continue to work closely with area environmental groups and other interested organizations to support environmental preservation and restoration efforts within the Township.	Ongoing	Ongoing	Staff; PC; other partners (GTRLC, GTCD, Watershed Center, etc.)
	Continue to update the Township’s natural resources inventory and associated GIS-based maps to provide context in development review and zoning policy considerations for the preservation of natural features within the Township.	Prioritize as staff time allows; Community Trend Analysis	2022-2024	Staff
	Continue implementation of the Township’s Green Infrastructure Plan and consider updates to that plan to reflect natural resource management best practices and changing circumstances.	Ongoing	Ongoing	Staff; PC; TB
	Consider drafting and adopting a septic system inspection ordinance to protect the quality of the Township’s water features.	Re-evaluate as potential priority, Zoning Ordinance – Evaluation	2024	Staff; PC; TB
	Continue efforts to acquire additional property for parklands via grants, conservation easements, and open space preservation requirements in development approvals.	Ongoing	Ongoing	Staff; PC; TB
	Continue update of Five-Year Parks and Recreation Plan and draw upon public input to identify and prioritize improvements to Township parks.	Design plan for Grand Traverse Commons Natural Area	2022	Staff; PRC; Park Design Consultant; advisory group
Managing Future Growth	Continue to encourage and incentivize new and infill development close to the core area of the Township in close proximity to amenities in an effort to slow outward growth.	Ongoing	Ongoing	Staff; PC

Category	Implementation Statement	Actions	Timeline	Responsible Parties
	Research the possible creation of specific redevelopment districts.	Explore the possibility for a CIA/TIF district, Update of Township Master Plan	2023-2024	Staff; PC; TB
	Focusing on the major corridors identified in this Master Plan, create subarea plans to provide greater detail with regard to desired development in each subarea.	Barlow Garfield Neighborhood Plan	2019-2020	Complete
		Any potential future neighborhood plans, Update of Township Master Plan	2022-2024	Staff; PC; TB
	Use this Master Plan together with the Township's Zoning Plan to guide the analysis and review of proposed map and text amendments to the Township's Zoning Ordinance, site plans, and new or amended master plans of adjoining jurisdictions.	Ongoing	Ongoing	Staff; PC; TB

		<h2 style="margin: 0;">Charter Township of Garfield</h2> <h3 style="margin: 0;">Planning Department Report No. 2022-9</h3>	
Prepared:	January 19, 2022	Pages:	2
Meeting:	January 26, 2022 Planning Commission	Attachments:	<input type="checkbox"/>
Subject:	Topics for Joint Meeting – Township Board and Planning Commission		

**BACKGROUND:**

The upcoming Planning Commission study session on February 23 is scheduled as a joint meeting between the Township Board and the Planning Commission. The last joint meeting between the Township Board and Planning Commission was held on February 27, 2019 and the discussion topics included transportation, noise control, value-added agriculture, recreational marijuana, developing a subplan for a neighborhood as part of the Master Plan, the Opportunity Zone, and capital planning and budgeting.

**TOPICS FOR JOINT MEETING:**

Tonight’s study session is intended to explore what topics should be covered at the joint meeting. This is a good opportunity for the Township Board and Planning Commission to discuss big-picture issues, trends, or topics that should be priority items for the Township. The joint meeting is intended to last no more than two hours. Questions to spur discussion may include the following:

- What are some key challenges currently facing the Township?
- What are some potential opportunities to pursue that would benefit the Township?
- Over the years the Township has used the Zoning Ordinance to help ensure quality development. Do you think the processes and regulations of the Zoning Ordinance are helping achieve the goal of quality development?
- Is the Planned Unit Development (PUD) process in the Township meeting our expectations, such as mixed or varied uses, innovative design, amenities, or substantial public benefits?
- Commercial areas of the Township have recently experienced challenges, and the Barlow Garfield Neighborhood Plan sought to establish a vision for a part of the Township which has a struggling commercial area. Are there other areas of the Township (e.g., Grand Traverse Mall), which would benefit from a more focused planning process?
- Commercial areas of the Township have also seen increased activity with drive-through uses. Are there specific challenges for the Township with increased drive-through activity?

Potential key topic areas for discussion include the following:

- **Conditions / Trends** – Data from the 2020 Census have been released within the past year, which offers an opportunity to see a snapshot of current conditions in the Township including population, demographics, commuting, and more. Other data including building permit data, land use and land cover over time, and existing land use can paint a more complete picture of current conditions. The data can also be used for population projections to see which direction the Township is going and what demographics trends may shape future conditions.
- **Build-Out Analysis** – Staff has been preparing a build-out analysis of the Township to show the potential for future development based on current plans and policies. This analysis has specifically focused on residential uses and considers potential future development based on the following:
  - Projects that have been approved but are not yet fully built out
  - Undeveloped land that is currently zoned for residential
  - Undeveloped land with a residential future land use designation

- **Kickoff of Master Plan** – The topics listed above will help inform the next update to the Master Plan. These and other projects can be considered “pre-planning activities” in advance of the Master Plan update. Staff anticipates doing several other pre-planning activities in 2022 including further discussions on housing, defining focus areas and corridors, and the sidewalks and trails analysis in conjunction with the Michigan State University urban planning students. These activities will also include public engagement such as an updated Township survey and focus group discussions with key stakeholders from the community. Updating and rewriting of the Master Plan is anticipated to begin in 2023.

**ACTION REQUESTED:**

No formal action is requested at this time. This discussion will help Staff prepare the agenda for the joint meeting on February 23.