



3848 VETERANS DRIVE / TRAVERSE CITY, MI 49684
(231) 941-1620 / FAX: (231) 941-1588
www.garfield-twp.com - updated frequently!

SPRING 2022

Garfield

Charter Township

SERVING THE CITIZENS OF NORTHERN MICHIGAN

TOWNSHIP HOURS

Monday—Thursday
7:30 a.m. to 6:00 p.m.
CLOSED FRIDAYS

HOLIDAY HOURS

Township offices will be closed
for the observance of the
following holidays:
Presidents' Day — Feb. 21st
Memorial Day — May 30th



ELECTED OFFICIALS

CHUCK KORN.....SUPERVISOR
CHLOE MACOMBER.....TREASURER
LANIE McMANUS.....CLERK
MOLLY AGOSTINELLI.....TRUSTEE
CHRIS BARSHEFF.....TRUSTEE
STEVE DUELL.....TRUSTEE
DENISE SCHMUCKAL.....TRUSTEE

STAFF

JUSTIN BIGBEE.....APPRAISER
AMY L DEHAAN.....ASSESSOR
RICH DERKS.....BUILDING INSPECTOR
JAIME DOUGLASS..BUILDING & LAND USE ASST.
MICHAEL GREEN...ZONING ADMINISTRATOR
STEVE HANNON...DEPUTY PLANNING DIRECTOR
SEAN KEHOE.....PARK STEWARD AND
CODE ENFORCEMENT OFFICER
KAREN LEAVER.....ADMIN ASSISTANT
DEREK MORTON.....PARK STEWARD AND
CODE ENFORCEMENT OFFICER
KATHLEEN ROON...OFFICE COORDINATOR
ABBY SIMON.....APPRAISER
AMY SIMON.....DEPUTY TREASURER
CARL STUDZINSKI.....BUILDING OFFICIAL
JOHN SYCH.....PLANNING DIRECTOR
BETTY TEZAK.....DEPUTY CLERK

OUR MISSION

As neighbors, we work together to create a community where our residents and businesses thrive, our natural resources are protected and enjoyed, our visitors are welcomed and appreciated, and our high quality of life is promoted.

FROM THE CLERK'S OFFICE

Election Workers needed: census growth in the Charter Township of Garfield required an additional precinct. We will need more workers, please apply online at: <http://www.garfield-twp.com/downloads/electioninspectorapp.pdf> or at the Clerk's office. We will have the required training of all election workers this year.

New ID cards will be mailed this spring. We are waiting for the Bureau of Elections to make all new changes: Precincts, Congressional Districts and County Commissioner Districts. Please watch for these in the mail as your precinct voting location may have changed. If you have any questions, please call our office.

Applications for absentee ballots for the August Primary will be mailed the beginning of June. Please get those signed and returned as soon as possible. If you are not currently on the application list, please contact our office to get signed up.



FROM THE TREASURER'S OFFICE

It is the time of year to file income tax returns. Are you missing your property tax information? Look up your info on our [website](http://www.garfield-twp.com): www.garfield-twp.com. Click on the green box that says "Click Here for Property Info".

If you still need to pay your 2021 property taxes, you can do that on the website too. Tax payments will be accepted at the Township until Monday, February 28, 2022. Post-marks are not accepted for this deadline. After this date, all real property taxes still owed will be sent to the Grand Traverse County Treasurer and will need to be paid at their office on Boardman Ave.

Our website is available to provide you with tax info 24 hours a day, conveniently from the comfort of your home. Your first time accessing your information, you will need to create a username and password.

Please let us know if we can assist you in any way.

IMPORTANT DATES TO REMEMBER FOR SPRING

Feb 14th – Winter Tax Due Date

Feb 22nd – Personal Property Statements or Small Business Exemption forms due for business owners.

Feb 28th – Last day to pay Real Property Taxes before transferring unpaid balances to County

Treasurer.

March 8th – Board of Review Organizational Meeting

March 14th – Board of Review Appeals.

March 16th – Board of Review Appeals.

FROM THE ASSESSOR'S OFFICE

Being an informed property owner may help reduce your need to appeal your property's value to the Township Board of Review! Property owners are ALWAYS encouraged to stop in and review their property records. Assessing staff will help explain the record and ensure that the information is accurate. If something is incorrect, we can make corrections to reflect what is actually on the property! We value over 7,300 properties annually - it is impossible to visit them all each year and to be 100% accurate, so it is important that property owners help.

Michigan's property tax system was instituted early in our history and provides funding for education and local government as well as police and fire protection. The system relies on the determination of Fair Market Value. In order to maintain the system's integrity, routine property visits are necessary and are made by the three agencies charged with maintaining the property tax system.

The Local Assessor determines the value of each parcel annually. To accomplish this, a mass appraisal system (based on a construction cost manual, modified by similar, sold properties) is used. The costs used to value buildings require exterior measurements of the buildings, and relies on property visits to accurately catalog the property's land and building attributes (record card review).

The County Equalization Department (CED) determines proper overall assessment levels for each unit in each property class within the county. Equalization studies are used to make these determinations, and also require property visits of sold properties and/or appraisals on random samples selected each

year. Value conclusions are made using the same cost manual and procedures that Assessors are required to use.

The State Tax Commission (STC) through the Property Services Division (PSD) monitors both the Assessor and CED throughout the annual assessment cycle. PSD staff may make random property visits in the monitoring process, which leads to the STC determination of State Equalized Value (SEV). Value conclusions are made using the same cost manual and procedures used by Assessors and CED.

These routine property visits depend on property owner participation. The property tax system relies on a three-tiered check-and-balance process that requires these visits to maintain its integrity. As a property owner, you may choose whether to participate. Simply call, write or email us stating your request. We hope you will participate because accurately cataloging a property's land and building attributes for the record is beneficial to the property owner and essential to the property tax system.

If you have questions about your property record, valuation or anything else assessing related, please do not hesitate to stop in, call or email us (231-941-1620, adehaan@garfield-twp.com)



IS YOUR SMALL BUSINESS TAX EXEMPT?

As a small business owner, did you know that you can legally pay NO Personal Property taxes?

And, avoid the hassle of completing annual Personal Property statements!

If your eligible small business paid Personal Property taxes in 2021, simply fill out Form 5076 COMPLETELY, sign it AND return it to the Assessor (postmarked) by February 22, 2022, to become EXEMPT!

If your business has personal property worth less than \$80,000 (true cash value), you may qualify to file Form 5076, Small Business Property Tax Exemption Claim under MCL 211.9o. And, if Form 5076 was filed for 2021, and the exemption was granted, it will continue until the taxpayer no longer qualifies.

No more Personal Property statements of any kind!

If the business makes purchases of equipment that puts them over the \$80,000 threshold, taxpayers are required to file Rescission Form 5618 indicating they no longer qualify for the exemption AND a personal property statement (form L-4175) no later than February 20th (February 22nd for 2022) of the year

the property is no longer eligible. Failure to file Form 5618 will result in significant penalty and interest.

Taxpayers are reminded that they must be able to provide evidence to support their exemption at the request of the Assessor. Assessors may audit the personal property records of businesses within their jurisdiction. It is important (and required by MCL 211.22) that taxpayers keep accurate personal property records.

Personal property forms are mailed to all businesses in Garfield Township that are not already exempt at the end of December each year, and are available in the Assessor's Office or on-line at:

www.garfield-twp.com/personalproperty.asp OR

https://www.michigan.gov/taxes/0,4676,7-238-43535_72736---.00.html

Questions about this or any other personal property reporting requirements should be directed to the Assessors Office (231-941-1620).



FROM THE PLANNING OFFICE

2022 Planning Projects

The Planning Department is looking forward to two key planning projects in 2022. The Township will be working with Environmental Consulting & Technology, Inc. (ECT) on a park design plan for the Grand Traverse Commons Natural Area. Planning Staff are also working with Michigan State University urban planning students on a sidewalk and trails inventory and opportunities analysis, which will help to inform future updates to the Township Master Plan.

The Commons Natural Area, one of the most well-known Township parks, has many different types of users. People use these trails for hiking, bicycling, running, dog walking, cross-country skiing, and more. The park design planning process will help determine a preferred design for the park to meet the year-round needs of all users, create access between the park and surrounding areas, incorporate native landscaping materials, and protect and enhance the park’s delicate natural resources and wildlife habitat. As the project moves forward, there will be many opportunities to provide input. Stay tuned for information on how you can provide feedback throughout this planning process!

There are about 40 miles of multi-use paved trails, nature trails, and sidewalks throughout the Township. Last November, the Township provided \$800,000 to the Grand Traverse Regional Community Foundation for the long-planned establishment of a maintenance endowment fund for the Boardman Lake Loop Trail. Building on the Township’s continued support for trails, urban planning students from Michigan State University and Township Planning Staff will be working on a project to create a digital inventory of trails and sidewalks, evaluate gaps between the existing trails and sidewalks, and explore potential opportunities for additional trails and sidewalks. The students will present their findings at a Planning Commission meeting later this spring, and the information learned in this project will be helpful as the Township updates its Master Plan in the next few years.



Footbridge in the Commons Natural Area

TEST YOUR KNOWLEDGE

GARFIELD TOWNSHIP TRIVIA QUIZ

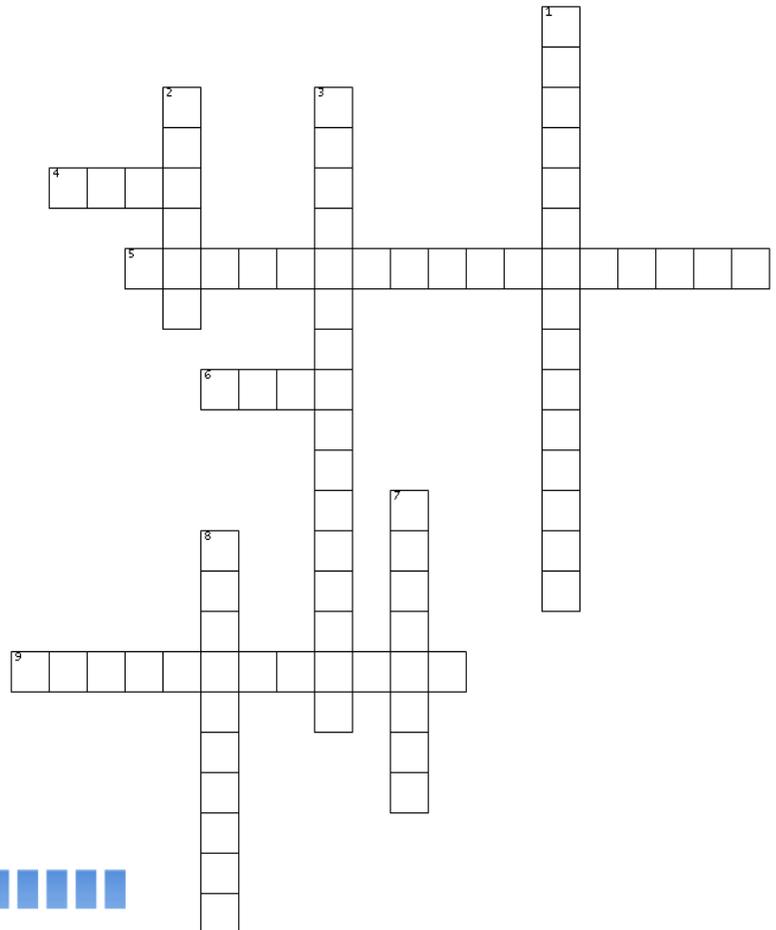
ACROSS

- 4. Current Garfield Township Supervisor
- 5. The year Garfield Township was established
- 6. How many bodies of water in Garfield Township
- 9. Who was the longest tenured Supervisor

DOWN

- 1. What is the ghost town on the northwestern shore of Silver Lake called
- 2. Who was the first settler in 1853
- 3. Garfield Township was formerly known as
- 7. What was the area behind Meijer's known as
- 8. One of the earliest pioneers of Garfield Township

(Some answers contain more than one word with no spaces)



Did you know.....

FROM THE ZONING OFFICE

The number of permits issued in 2021 represent a significant increase from 2020 and a return to pre-pandemic activity. Significant residential projects this year included Chelsea Park West Apartments, Oak Leaf Village Assisted Living, Village at LaFranier Woods Assisted Living, and continued buildout of Traditions PUD. Significant commercial/industrial projects in 2021 included Lake Michigan Federal Credit Union, Chick-fil-A, two hotels along US-31, and other commercial/industrial projects throughout the township.

A total of 300 permits were issued in 2021, an increase of almost 35% from last year. These included land use, outdoor sales and sign permits.

BUILDING DEPARTMENT

Despite the ongoing Covid-19 pandemic, construction activity in 2021 was robust to say the least. It may not have been a record year, but by any statistical measure, it was one of our busiest years since the Building Department was established in 1972. In fact, it was our 2nd best year ever based on value and best year since 2002.

Construction remained steady throughout 2021 and concluded with a total construction value of approximately \$67 million. 2021 showed a slight increase for single family homes, but as always, commercial activity was the catalyst in construction value. It should be noted that many of our new commercial buildings are apartments, meaning a 24-unit apartment building is considered one new building.

During 2021, the Building Department reviewed, processed, and issued 268 permits, while performing over 1,200 inspections. For more information regarding yearly comparisons, historical data, or a more detailed permit by category report, please stop in our office.

PARKS AND RECREATION - Don't Forget Your Spring Brush Pass!

Spring is around the corner and we would like to be more connected with our Park and Trail Users. Please contact us at: PARKS@garfield-twp.com to inform our staff of:

- ◆ Downed trees along trails
 - ◆ Damaged Property
 - ◆ Graffiti
 - ◆ Littering
 - ◆ Encampments
- Or just to provide a suggestion, concern, or comment about your Garfield Parks & Trails.

If your business or friend group is looking for an outdoor activity, we are looking to organize volunteer groups of 10-20 individuals for clean-ups (wind blown trash), Spring & Fall plantings, and general trail maintenance (pruning). To set up a date and time please contact us at: PARKS@garfield-twp.com. Enjoy Your Parks & Trails!

Reminder: Please pick up after your dog. Doggy Doo bags are provided at all of our Parks and Trails. Please use & dispose of in supplied trash receptacles!

SILVER LAKE & RIVER EAST RESERVATIONS

It's not too early to book your park reservations for 2022. Applications can be downloaded from our website or picked up from the reception desk at the Township Hall. Remember that reservations work on a first come, first serve basis. A deposit is required to reserve the date. You have two parks to choose from as well as reserving our multi-purpose field. River East Recreation Area Pavilion will be ready for rental use starting Spring 2022. Book your reservation through our front desk: 231.941.1620



NEW River East Pavilion

SHERIFF'S OFFICE



The Sheriff's Office would like to thank Deputy Sean Mugerian who worked as a Garfield Township CPO for 4 years. Sean accepted another position at the Sheriff's Office. Deputy George Preston is the newest CPO in the Township. George has over 20 years of Law Enforcement experience and is a welcome addition to the team!

The DEA Drug Take Back event will be on Saturday, April 30, 2022 from 10:00am - 2:00pm. We will have a Garfield Township CPO at the Grand Traverse Mall parking lot to collect any medications. The Sheriff's Office Lobby at 851 Woodmere has a receptacle that is open year round Monday through Friday, 8am - 5pm for medications as well.



KEYSTONE BRUSH DROP OFF WILL BE OPENING SOMETIME IN APRIL. CALL TO CHECK WITH US OR GO TO GRAND TRAVERSE COUNTY WEBSITE AT: <https://www.gtcountymi.gov/905/Brush-Drop-Off-Site>

RECYCLE SMART HHW Event Dates for 2022

- Thursday, April 14th, 1pm-6pm
- Thursday, May 12th, 1pm-6pm
- Thursday, June 23rd, 1pm-6pm
- Thursday, August 11th, 12pm-6pm
- Saturday, September 17th, 9am-2pm

Visit recyclesmart.info/1162/Household-Hazardous-Waste

Sign-up will be available online approximately one month before each event.

Appointments are required.

The Township Board meets the 2nd and 4th Tuesday of each month at 6:00 pm.

The Planning Commission meets on the 2nd and 4th Wednesday of each month at 7:00 pm.

The Zoning Board of Appeals meets on an as needed basis on the 3rd Thursday of each month at 6:00 pm.

The Parks and Recreation Commission meets the 1st Monday of every other month at 6:00 p.m.

All meetings take place at the Garfield Township Hall unless stated otherwise on the agenda.