

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

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

Pledge of Allegiance

The Pledge of Allegiance was recited by all in attendance.

Roll Call of Commission Members:

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

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

Election of Officers

Racine moved and DeGood seconded to elect McManus as Chair.

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

Nays: None

Racine moved to elect DeGood as Vice Chair and McManus seconded the motion.

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

Nays: None

Agostinelli moved and Cline seconded to elect Robertson as Secretary.

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

Nays: None

1. Public Comment (7:03)

None

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

Racine moved and Agostinelli seconded to approve the agenda as amended changing the next meeting date to January 24, 2024.

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

Nays: None

3. Minutes (7:04)

a. December 13, 2023 Regular Meeting

Fudge moved and Cline seconded to approve the December 13, 2023 Regular Meeting minutes as presented.

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

4. Correspondence (7:05)

Email from the Watershed Center regarding Culver Meadows conditional rezoning request.

5. Reports (7:05)

Township Board Report

Agostinelli stated that the Township Board discussed the hiring of a township manager and changing the job description of the supervisor.

Planning Commissioners

i. Zoning Board of Appeals

Fudge reported that officers were elected and the 2024 meeting calendar was adopted.

ii. Parks and Recreation Commission

DeGood mentioned that the next meeting was February 6, 2024.

iii. Joint Planning Commission

Racine said there will be a quarterly meeting in 3 weeks.

Staff Report

i. PD 2024-1 – Planning Department Monthly Report – January 2024

Sych stated that the monthly report was included in packets.

ii. Master Plan Announcement

Sych stated that the Master Plan information is still being updated on the website. Hannon reported that he attended a webinar regarding renewable energy.

6. Unfinished Business

a. PD 2024-3 – Commercial District Housing Development Amendment – Public Hearing (7:10)

Currently, Section 725 has a setback requirement for parking areas in paragraph A.(1)(d). The requirement states: "Parking areas shall not be located within any setback" There are no other developments permitted in the Zoning Ordinance that require such a setback requirement. Such a provision has the potential to disrupt the efficient layout of a proposed site development plan. Staff recommends a change to Article 5 –Development Standards to clarify shared parking arrangements and open space to provide a rear yard. Changes are also recommended to clarify open space and reliance upon the site design requirements and general criteria.

It also allows the Planning Department to work with applicants on their design requirements. McManus opened the public hearing at 7:12pm and seeing no one wishing to speak, closed the public hearing.

Agostinelli moved and Robertson seconded THAT the proposed amendment to the Garfield Township Zoning Ordinance, as attached to Planning Department Report 2024-3, BE RECOMMENDED FOR ADOPTION by the Township Board.

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

b. PD 2024-4 – Lederer R-1 Rezoning – Findings of Fact (7:14)

The applicant has requested rezoning of their parcel (ID #05-020-004-10) at 4220 Eastward Drive from the A-Agricultural district to the R-1 One-Family Residential district via the Zoning Map Amendment process, without restriction. This parcel is located at the corner of Eastward Drive and South Airport Road and is about 3.8 acres in size. Upon preliminary review of the Master Plan and Future Land Use designation for the subject site, Staff is of the opinion that this proposed Map Amendment is justifiable. Commissioners asked about lot splits and future access points on the parcel.

Racine moved and DeGood seconded THAT the Findings of Fact for application Z-2023-03, submitted by Dan Lederer to rezone Parcel #05-020-004-10, located at 4220 Eastward Drive, from the A-Agricultural zoning district to the R-1 One-Family Residential zoning district, as presented in Planning Department Report 2024-4 and being made a part of this motion, BE ADOPTED.

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

Racine moved and Cline seconded TO RECOMMEND TO the Township Board THAT application Z-2023-03, submitted by Dan Lederer to rezone Parcel #05-020-004-10, located at 4220 Eastward Drive, from the A-Agricultural zoning district to the R-1 One-Family Residential zoning district, BE APPROVED.

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

7. New Business**a. PD 2024-5 – Culver Meadows Traverse Senior Living Conditional Rezoning (7:18)**

This application requests the conditional rezoning of Parcels 05-030-008-50 and 05-030-008-45 on N. West Silver Lake Road, totaling roughly 5.14 acres. The request is to conditionally rezone the two parcels from the R-1 – One-Family Residential to the A – Agricultural district for use as an adult foster care, large group home and child care center. Applicants Brad and Trina Jewett said that they listened to other requirements that were brought forth at the conceptual review and have adjusted their application accordingly. Sych stated that the previous Zoning Ordinance had a definition for “Institutions for Human Care” which included adult foster care homes. Since that time, a new Zoning Ordinance was established in 2015 that follows the State of Michigan definitions for adult foster care homes and restricts their application, in conformance with State law, in the Residential zoning districts. The zoning on the parcel would be downzoned from R-1 to A – Agriculture. The applicant has offered as a condition of approval to limit the use to a large group home and child care center only. The use would cease to exist and revert to the R-1 zoning district if the home ceased to exist. Staff reviewed the completeness of the application and noted that wetlands on the parcel may need to be delineated. Snow storage, lighting plans, landscaping plans, stormwater plans and access easement details will also need to be provided.

DeGood moved and Robertson seconded THAT application Z-2023-04 BE SCHEDULED for public hearing for the February 14, 2024 Planning Commission regular meeting, subject to the applicant providing additional information as stated in Planning Department Report 2024-5 and in the completeness review for this application dated December 12, 2023 as further discussed at tonight’s (01-10-2024) meeting

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

8. Public Comment (7:44)

None

9. Other Business (7:44)

None

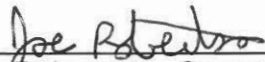
10. Items for Next Agenda – January 24, 2024 (7:44)

- a. Master Plan Update – Review of Complete Draft
Staff suggested having an open house before the January 24th study session at 5:00pm to allow for comments from the public. Commissioners were receptive to having the open house as planned.

b. 2023 Planning Commission Annual Report

11. **Adjournment**

Fudge moved to adjourn the meeting at 7:54 pm.



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