

**CHARTER TOWNSHIP OF GARFIELD
PLANNING COMMISSION MEETING
December 13, 2023**

Call Meeting to Order: Chair Racine called the December 13, 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: Joe McManus, Molly Agostinelli, Pat Cline, Joe Robertson, John Racine, and Robert Fudge

Absent and Excused: Chris DeGood

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)
Fudge declared a conflict with item 7b.

Agostinelli moved and Cline seconded to approve the agenda as presented.

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

3. Minutes (7:02)

a. November 8, 2023 Regular Meeting

Fudge moved and Robertson seconded to approve the November 8, 2023 Regular Meeting minutes as presented.

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

4. Correspondence (7:02)
None

5. Reports (7:02)

Township Board Report

Agostinelli stated that the Township Board approved Racine and Robertson for another term on the Planning Commission. She added that the Township is looking at new projects for bike paths and trails, specifically one at South Airport Road and Barlow streets.

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

Fudge had no report.

ii. Parks and Recreation Commission

Hannon stated that the Parks and Rec Commission discussed a Buffalo Ridge Trail extension.

iii. Joint Planning Commission

McManus said there will be a quarterly meeting in January.

Staff Report**i. PD 2023-142 – Planning Department Monthly Report – December 2023**

Sych stated that the monthly report was included in packets.

ii. Master Plan Announcement

Sych stated that the Master Plan is still being worked on and updates continue to be posted on the website.

6. Unfinished Business**a. PD 2023-139 – Lederer R-1 Rezoning – Public Hearing (7:05)**

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.

Racine opened the public hearing at 7:07pm. Seeing no one wishing to speak, the public hearing was closed. Commissioners discussed the rezoning and asked questions about lot splits and curb cuts.

Agostinelli moved and Robertson seconded TO direct Staff to draft Findings of Fact, to be reviewed at the January 10, 2024 Planning Commission meeting, 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.

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

Nays: None

7. New Business**a. PD 2023-140 – Traverse Symphony Orchestra – Site Plan Review (7:15)**

The project is to construct a music school, including a large rehearsal room, in a portion of the existing Traverse City Curling Center building (formerly the Kmart store) in the Cherryland Center. The portion of the building for the proposed school covers 10,260 square feet and will be accessed on the west side of the existing building. Professional studios (including music) and auditorium or assembly hall are uses permitted by right in the C-P Planned Shopping Center district. Kevin Byrne of the Curling Club stated that this project is part of a three-prong plan of theirs for the Cherryland Center revitalization. Jerry Tomczak with Cunningham Limp Construction reviewed the project and pointed out where the Traverse Symphony Orchestra (TSO) would go. He showed what the space will look like with practice rooms, and rehearsal space. Kedrick Merwin representing the TSO, stated that this would be a great benefit to the community. He is developing programs for all ages. Sych stated that a three-year sidewalk deferral would be in order and an additional bike rack would be required.

McManus moved and Robertson seconded THAT application SPR 2023-12, submitted by Cunningham Limp, on behalf of the Traverse Symphony Orchestra, to construct a music school on the parcel 05-014-049-20, BE APPROVED, subject to the following conditions:

- 1. Based on the proposed location of the bicycle racks, a physical barrier is required around the racks in accordance with Section 522.C(3) of the Zoning Ordinance and locate the racks closer to the building entrance. One additional bicycle rack is required for a total of four bicycle racks.*
- 2. Required internal sidewalks and the sidewalk along Garfield Avenue shall be deferred until future uses and buildings are established on the site in a coordinated manner at the discretion of the Planning Commission and required in an amendment to the site plan. Deferral shall be no more than three years in length from May 11, 2022. A sidewalk plan shall be developed subject to staff review.*
- 3. Installation of a landscaping buffer shall be deferred until future uses and buildings are established on the site in a coordinated manner at the discretion of the Planning Commission and required in an amendment to the site plan. Deferral shall be no more than three years in length from May 11, 2022. A landscaping plan shall be developed subject to staff review.*
- 4. All agency reviews, including review by the Township Engineer, shall be received, and deemed compliant prior to issuing a Land Use Permit or Building Permit.*

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

b. PD 2023-138 – BATA/RCHC Transit-Oriented Mixed-Use PUD – Minor Amendment (7:46)

The proposed amendment relates only to the multi-family buildings of the residential phase of the PUD. Other uses in the phase including the single-family residential lots, the café/neighborhood commercial building, childcare center, and open spaces, remain unchanged. The Traverse City Housing Commission (TCHC) and Smith & Henzy Affordable Group, Inc. have entered into a master development services agreement to develop The Flats at Carriage Commons. The Flats at Carriage Commons will have a total of 210 units of multi-family residential units as approved. There is no proposed increase in the number of dwelling units. Currently, it is projected that this will occur over the course of four distinct phases subject to available and secured funding from MSHDA. Phase I will contain 48 units across two residential buildings with a new clubhouse and outdoor amenities. This proposed amendment will shift the location, size, and height of the multi-family buildings within the established road network, parking lots, and open spaces and accommodate new architecture and new unit mixes. Phases 2, 3, and 4 will be different types of three- and four-story buildings. Karl Fulmer, Director of TCHC, stated that the additional clubhouse is driving the changes to the site. Commissioners discussed the amendment and asked questions.

Robertson moved and Agostinelli seconded THAT Findings of Fact for application PUD 2020-02-B, included in PD Report 2023-138 and forming part of this motion, BE APPROVED.

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

Robertson moved and Agostinelli seconded THAT application PUD 2020-02-B, submitted by the Traverse City Housing Commission to shift the location, size, and height of the multi-family buildings within the established road network, parking lots, and open spaces and accommodate new architecture, new unit mixes, and a new clubhouse for the BATA TCHC Transit-Oriented Mixed-Use PUD on parcel 05-023-042-40, BE APPROVED with the following conditions:

- 1. All agency reviews, including reviews by the Township Engineer and Metro Fire, shall be received, and deemed compliant prior to issuing a Land Use Permit or Building Permit.*
- 2. The previous approvals and conditions associated with that approval remain intact unless adjusted as part of this amendment.*
- 3. The applicant shall record an amended and restated Report and Decision Order (RDO) 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*

Township within thirty (30) days of final approval by the Township or approval shall be considered to have expired

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

c. PD 2023-137 – Zoning Ordinance Section 725 Proposed Amendment – Introduction (7:59)

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 moved and Robertson seconded THAT the draft proposed Zoning Ordinance text amendment, as attached to Planning Department Report 2023-137, BE SCHEDULED for a public hearing for the January 10, 2024 Planning Commission Regular Meeting

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

8. Public Comment (8:05)

Ben Smith of Greenstone Lane commented on the proposed Master Plan as it related to the future land use map.

9. Other Business

a. Set 2024 Planning Commission Meeting Schedule (8:10)

Cline moved and Robertson seconded to adopt the 2024 Planning Commission Meeting Schedule.

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

b. Master Plan Update – Review of Complete Draft (8:11)

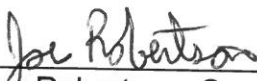
Hannon said that the complete draft of the proposed Master Plan was given to commissioners to begin review. He discussed the next steps toward implementation and gave commissioners a timeline for implementation. Commissioners briefly discussed the proposed master plan in terms of future land uses and zoning districts.

10. **Items for Next Agenda – January 10, 2024 (8:35)**

- a. Lederer R-1 Rezoning Findings of Fact
- b. Culver Meadows Conditional Rezoning Introduction
- c. Section 725 Zoning Amendment Public Hearing

11. **Adjournment**

Fudge moved to adjourn the meeting at 8:36 pm.



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