

# **CHARTER TOWNSHIP OF GARFIELD PLANNING COMMISSION MEETING**

Wednesday, December 13, 2023 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 – November 8, 2023**

#### **4. Correspondence**

#### **5. Reports**

- a. Township Board
- b. Planning Commissioners
  - i. Zoning Board of Appeals
  - ii. Parks and Recreation Commission
  - iii. Joint Planning Commission
- c. Staff Report
  - i. PD 2023-142 – Planning Department Monthly Report for December 2023
  - ii. Master Plan Announcement

**6. Unfinished Business**

- a. PD 2023-139 – Lederer R-1 Rezoning – Public Hearing

**7. New Business**

- a. PD 2023-140 – Traverse Symphony Orchestra – Site Plan Review
- b. PD 2023-138 – BATA / TCHC Transit-Oriented Mixed-Use PUD – Minor Amendment
- c. PD 2023-137 – Zoning Ordinance Section 725 Proposed Amendment – Introduction

**8. Public Comment**

**9. Other Business**

- a. Set 2024 Planning Commission Meeting Schedule
- b. PD 2023-141 – Master Plan Update – Review of Complete Draft

**10. Items for Next Agenda – January 10, 2024**

**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  
November 8, 2023**

**Call Meeting to Order:** Chair Racine called the November 8, 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: Chris DeGood, Joe McManus, Pat Cline, Joe Robertson, John Racine, and Robert Fudge

Absent and Excused: Molly Agostinelli

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

**1. Public Comment (7:01)**

Dennis Lemcool commented on the proposed Culver Meadows facility.

Jim Hallenberg commented shared concerns with the Culver Meadows proposed facility.

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

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

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

*Nays: None*

**3. Minutes (7:04)**

**a. October 11, 2023 Regular Meeting**

*McManus moved and Robertson seconded to approve the October 11, 2023 Regular Meeting minutes as presented.*

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

*Nays: None*

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

Sych noted that there was a revised PD report for Culver Meadows with the correct parcel number and an email from the Watershed Center regarding the proposed Culver Meadows facility.

**5. Reports (7:03)**

**Township Board Report**

No report

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

Fudge had no report.

**ii. Parks and Recreation Commission**

DeGood had no report.

**iii. Joint Planning Commission**

McManus said there was a quarterly meeting and they forwarded a the infrastructure assessment report and plan for the Commons to the County Brownfield Redevelopment Authority, Township Board, and City Commission.

**Staff Report****i. PD 2023-129 – Planning Department Monthly Report – November 2023**

Sych stated that the monthly report was included in packets. He talked to Meijer about the temporary gate and it will be removed and traffic calming measures will be added.

**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**

None

**7. New Business****a. PD 2023-124 – Lederer R-1 Rezoning – Introduction (7:07)**

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. Deputy Planner Hannon said this was consistent with the Master Plan. Commissioners discussed the proposed rezoning.

*DeGood moved and Fudge seconded 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 SCHEDULED for public hearing for the December 13, 2023 Planning Commission regular meeting.*

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

*Nays: None*

**b. PD 2023-125 – Culver Meadows Senior Living – Conceptual Review (7:12)**

This application is for conceptual review of a proposed adult foster care facility for not more than twenty (20) adults and a childcare center for not more than twelve (12) children adjacent to the existing Culver Meadows Senior Living facility. The site is parcel number 05-030-008-50, a 2.21-acre parcel located adjacent to and with access from 1661 N. West Silver Lake Road. The subject parcel is zoned R-1 One-Family Residential. Pursuant to the Township Master Plan, the future land use designation for the subject parcel is Low Density Residential. The proposed Large Group Home (not more than 20 adults) for Adult Foster Care is not permitted in the R-1 District. However, the Planning Commission could consider a Conditional Rezoning request. Small Group Homes (not more than 12 adults) for Adult Foster Care are permitted in the R-1 One-Family Residential District by Special Use Permit. Large Group Homes (not more than 20 adults) for Adult Foster Care are not permitted in the R-1 District but are permitted in the R-3 Multiple Family Residential District by Special Use Permit. Applicants Brad and Trina Jewett spoke and stated that they have enough demand for another facility. For business purposes, a 20 bed facility would be needed. Jewett addressed traffic concerns and also stated that the daycare was for employees of the facility, but open slots could be offered to the general public. Commissioners discussed the proposal and asked the applicants questions. Concerns were expressed with spot zoning and changing the zoning to R-3 or Agricultural. Commissioners discussed rezoning the property to Agricultural since both uses were allowed in that district.

**c. PD 2023-126 – Zoning Ordinance Section 725 Potential Update – Discussion (7:56)**

Staff proposed changes to Section 725 of the Zoning Ordinance which include changes to parking requirements in the R-3 zoning district, a reduction of open space in commercial district housing developments and the size of open space requirements. Commissioners generally agreed with the change in parking requirements, but wanted staff to gather more information on open space requirements before moving ahead with any proposed changes.

*McManus moved and Fudge seconded to table this agenda item in order for staff to gather information to make changes to Section 725 of the Zoning Ordinance.*

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

**8. Public Comment (8:27)**

Judith Danford commented on the proposed Culver Meadows facility.

Ken Kaufman commented on the Culver Meadows expansion.

Dennis Lemcool commented on the proposed Culver Meadows facility.

**9. Other Business****a. PD 2023-127 – Master Plan Update – Introduction of Complete Draft (8:33)**

Because there is no Planning Commission study session in November 2023, Commissioners may wish to review the Master Plan in more detail at their December 13, 2023 meeting. Staff will also prepare a draft timeline for the remainder of the Master Plan update process for review at the December 13, 2023 meeting. Staff will compile everything that the Planning Commission has been studying and give them a chance to look at a draft of the Master Plan before the public sees it.

**b. PD 2023-128 – Long Lake Township Master Plan Review (8:39)**

Long Lake Charter Township has requested comments on a proposed update to its Master Plan, which was originally adopted in 2006. Staff had identified that the Gray Road and Cedar Run Road is identified as moderate density residential in Long Lake Township and Garfield's border in that area is Agricultural /Rural. Commissioners asked to be notified about any commercial expansion along the Gray Road/M-72 area.

*McManus moved and Fudge seconded THAT Planning Staff is directed to prepare and send a letter to Long Lake Township outlining the comments of the Planning Commission.*

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

*Nays: None*

**c. Recommendation to the Township Board of Planning Commission Representative to the Zoning Board of Appeals (8:52)**

*Robertson moved and Cline seconded to appoint Robert Fudge as the Planning Commission representative to the Zoning Board of Appeals for 2024.*

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

*Nays: None*

**10. Items for Next Agenda – December 13, 2023 (8:55)**


- a. Set 2024 Planning Commission Meeting Schedule
- b. Master Plan
- c. Section 725 comments
- d. Two possible applications

**11. Adjournment**

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

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

 <b>Charter Township of Garfield</b> <b>Planning Department Report No. 2023-142</b>			
Prepared:	December 5, 2023	Pages:	2
Meeting:	December 12, 2023 Township Board	Attachments:	<input type="checkbox"/>
Subject:	Planning Department Monthly Report – December 2023		

**PURPOSE:**

Staff provides a monthly report to the Township Board on activities of the Planning Department and the Planning Commission. The presentation of this report also provides a venue for the Township Board to have a dialog with staff about any of the activities or planning-related issues facing the Township.

**DEVELOPMENTS:**

The Planning Commission is currently conducting the following development review activity:

***Durga Rezoning – Zoning Map Amendment***

- *Location:* 2624 Hartman Road, west of Cass Road
- *Development Description:* Rezoning from R-R Rural Residential to R-3 Multi-Family Residential
- *Status:* The Township Board held a public hearing and approved the rezoning at their 11/14/2023 meeting.

***3066 North Garfield Road – Special Use Permit Review***

- *Location:* Southeast corner of North Garfield Road and Duell Road, south of South Airport Road
- *Development Description:* Commercial district housing development with 20 apartment units
- *Status:* The project was introduced at 10/11/2023 Planning Commission meeting. Commissioners generally supported the concept of the project, but the project as presented would not meet one of the standards within Section 725 of the Zoning Ordinance. Commissioners tabled the application and reviewed the standards of Section 725 at their 11/8/2023 meeting. Commissioners will review a proposed amendment to Section 725 at their 12/13/2023 meeting.

***Lederer Rezoning – Zoning Map Amendment***

- *Location:* 4220 Eastward Drive, adjacent to South Airport Road south of Silver Lake Road
- *Development Description:* Rezoning from A-Agricultural to R-1 One-Family Residential
- *Status:* The Planning Commission held an introduction at their 11/8/2023 meeting and set the public hearing for their 12/13/2023 meeting.

***Culver Meadows Senior Living – Conceptual Review***

- *Location:* 1611 N West Silver Lake Road, south of intersection with Secor Road
- *Development Description:* Proposed adult foster care facility for no more than 20 adults and childcare center for no more than 12 children adjacent to the existing Culver Meadows Senior Living facility
- *Status:* The Planning Commission conducted a conceptual review at their 11/8/2023 meeting.

***BATA / Traverse City Housing Commission (TCHC) PUD – Minor Amendment***

- *Location:* East side of LaFranier Road, north of Hammond Road
- *Development Description:* This PUD was originally approved in 2022 and included 210 housing units as part of a mixed-use development. The applicants request a Minor Amendment to adjust the layout of the housing units and propose the addition of a clubhouse.
- *Status:* The Planning Commission will review the project at their 12/13/2023 meeting.

***Traverse Symphony Orchestra – Site Plan Review***

- *Location:* 1712 South Garfield Avenue, north of South Airport Road, back portion of Traverse City Curling Club (former Kmart) property
- *Development Description:* Proposed community music school and rehearsal space
- *Status:* The Planning Commission will review the project at their 12/13/2023 meeting.

**PLANNING:**


Other Planning Department activities include the following:

- The Planning Commission received a copy of the complete Master Plan draft at their 11/8/2023 meeting and will review this draft in December 2023 and January 2024. The draft Master Plan was also uploaded to the Planning Department webpage: <https://www.garfield-twp.com/masterplan.asp/>. A link was also provided in the winter Newsletter directing people to the draft Master Plan and encouraging comments and feedback. The Planning Commission and Township Board are anticipated to hold a joint meeting in late March 2024 to review a final draft and to begin the process of adopting the Master Plan.
- At their 11/14/2023 meeting, the Township Board held a public hearing and approved a text amendment to the Garfield Township Zoning Ordinance which adjusted the dimensional requirements of the R-2 and R-3 zoning districts. The previous dimensional requirements of these two districts often limited the ability for denser development to occur, even though the lot area requirements of these two districts had allowed and continue to allow for such development to be built. The proposed amendment was originally introduced by the Planning Commission at their 8/23/2023 meeting with a public hearing held at their 9/13/2023 meeting. The Township Board introduced the proposed text amendment at their 10/10/2023 meeting.

**STAFF:**

John Sych, AICP, Planning Director  
Email: jsych@garfield-twp.com  
Direct Line: (231) 225-3155

Stephen Hannon, AICP, Deputy Planning Director  
Email: shannon@garfield-twp.com  
Direct Line: (231) 225-3156

 <b>Charter Township of Garfield</b> <b>Planning Department Report No. 2023-139</b>			
Prepared:	December 6, 2023	Pages:	6
Meeting:	December 13, 2023 Planning Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	Lederer R-1 Rezoning – Public Hearing		
File No.:	Z-2023-03		
Parcel Number:	#05-020-004-10		
Applicant / Owner:	Dan Lederer		

**PURPOSE OF APPLICATION:**

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.

**APPLICATION HISTORY:**

This application was introduced by the Planning Commission at their November 8, 2023 meeting, with the public hearing scheduled for the December 12, 2023 meeting.

**SUBJECT PROPERTY:**

This parcel is located at the corner of Eastward Drive and South Airport Road and is about 3.8 acres in size. The site contains a single-family home and has a single curb cut on Eastward Drive.

*Google Street View image of subject property from Eastward Drive near South Airport Road intersection*



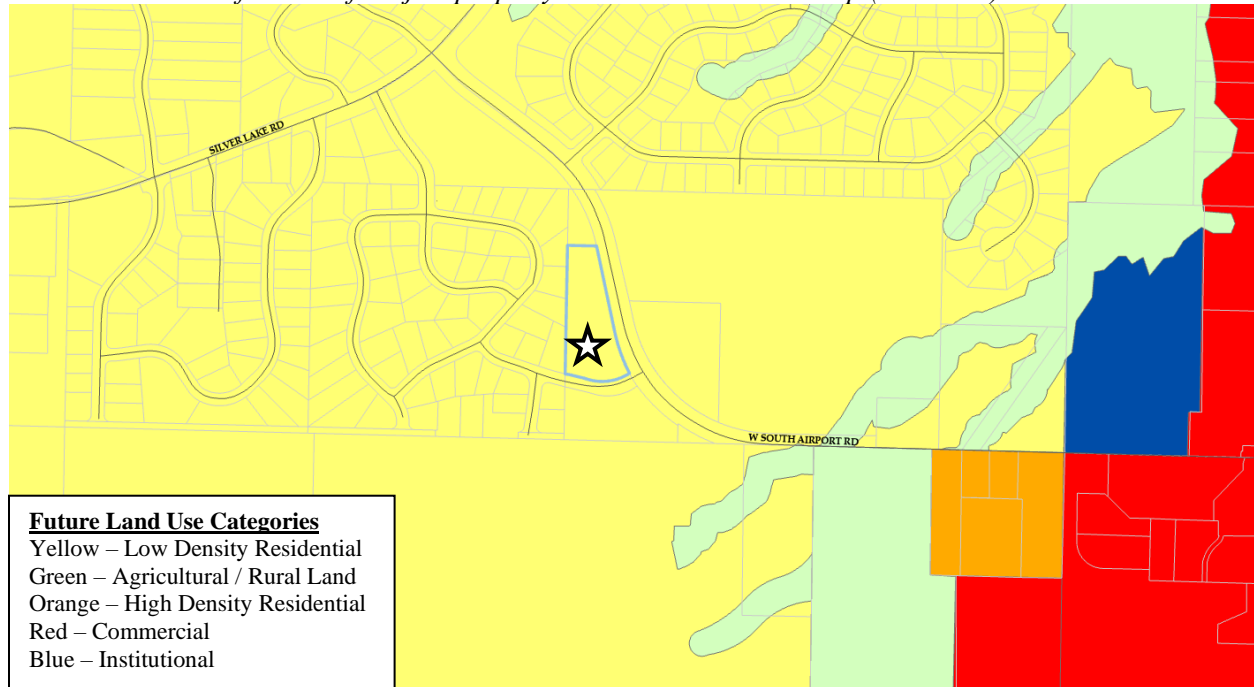


An aerial photograph of a residential neighborhood with several streets labeled in white boxes. The streets include Blue Ridge Ln, Hillcrest Dr, Westward Dr, Hillwood Dr, Eastward Dr, and W South Airport Rd. A specific lot, located between Hillwood Dr and Eastward Dr, is outlined in blue. The surrounding area includes other residential lots, some with houses, and a larger undeveloped area to the right.

A key factor in considering rezoning requests is whether the request is consistent with the Master Plan. In this case, the Future Land Use Map shows the designation of Low Density Residential on the subject site. The Future Land Use category of Low Density Residential “provides area for traditional single-family residential dwelling units. This includes areas of existing single-family development as well as areas within which such development appears likely and desirable. They are intended to encourage more intensive development in and near the core areas of the Township, with less intensive development moving outward towards the more rural and remote areas of the Township...” All adjacent surrounding properties to this subject parcel also have a Future Land Use designation of Low Density Residential.

The most compatible zoning district for the “Low Density Residential” Future Land Use designation is the R-1 One-Family Residential district, with R-R Rural Residential and A-Agricultural districts identified as potentially compatible. The proposed R-1 zoning matches the Future Land Use designation for this parcel.

*Location and classification of subject property on Future Land Use Map (“FLUM”):*



An excerpt from the Zoning Plan for the R-1 zoning designation is provided below.

*Excerpt from Zoning Plan matching proposed R-1 zoning for the subject property:*

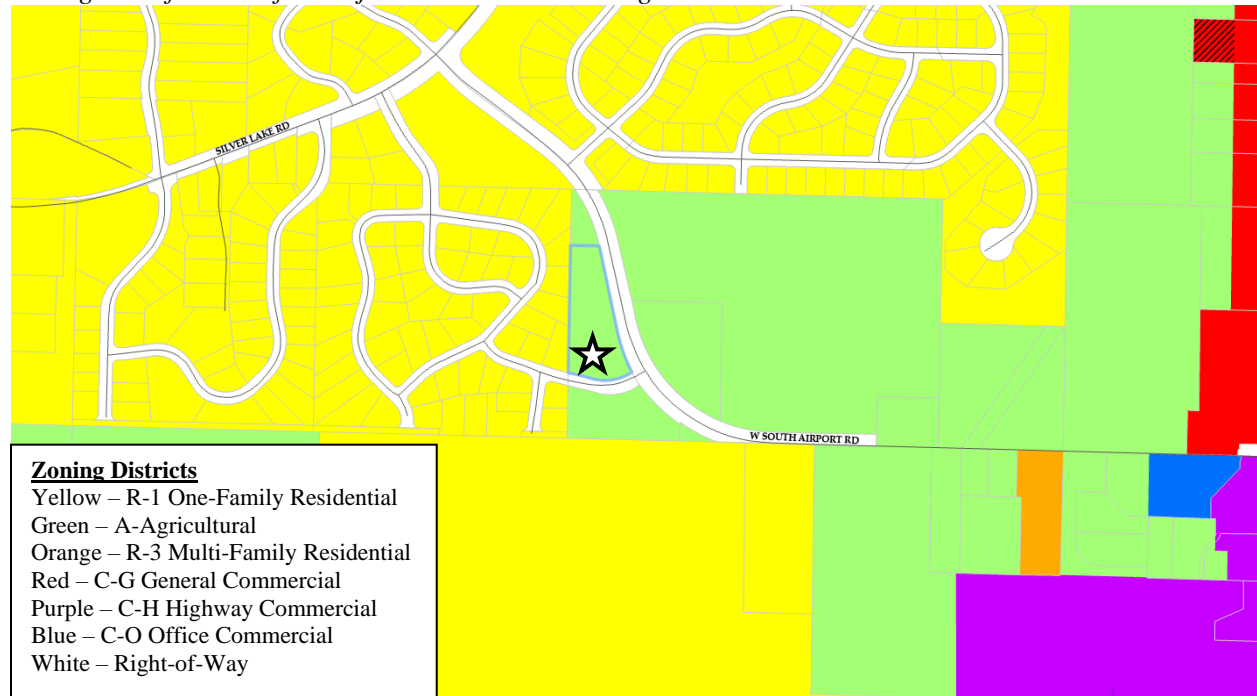
<b>Master Plan Designation</b>	Low-Density Residential (1-3 U/A)
<b>[Requested] Zoning</b>	R-1 Multi-Family Residential
<b>Zoning Ordinance District Intent</b>	The R-1 (Single-Family Residential) districts provide areas for low- to medium-density single-family residential dwelling units. The districts include areas of existing single-family developments as well as areas within which such development appears likely and desirable. They are intended to encourage more intense development in and near the core areas of the Township with less intense development moving outward towards the more rural and remote areas of the Township. The R-1 districts are designed to encourage a suitable neighborhood environment for family life by including among the permitted uses such facilities as schools and parks that will promote a sense of community and urban vitality.
<b>Potentially Compatible District</b>	R-R (Rural Residential) / A (Agricultural)
<b>Considerations for Downzoning (Less Density)</b>	R-1 properties are intended to encourage traditional neighborhoods for families that prefer to be located outside mixed use and mixed residential areas. These areas are typically designed and located within walking distance to schools and park areas. Larger minimum lot sizes for this purpose would likely be supported and consistent with the Agricultural and Rural Land Zoning classifications.
<b>Considerations for Upzoning (More Density)</b>	A rezoning from R-1 should be discouraged as single family homes and neighborhoods are needed in the Township. A PURD would help increase density and encourage better design.



**ZONING FOR SUBJECT SITE AND SURROUNDING SITES:**

The zoning for the existing site is A-Agricultural. Zoning for surrounding sites is as follows:

*Zoning classifications for subject site and surrounding sites:*



Surrounding Properties	Surrounding Zoning
North	A – Agricultural
East	A – Agricultural
South	A – Agricultural
West	R-1 – One-Family Residential

**USES OF SUBJECT SITE AND SURROUNDING SITES:**

The subject site is currently used for single-family residential. Uses of surrounding sites are as follows:

Surrounding Properties	Surrounding Uses
North	Vacant parcel (Grand Traverse County Road Commission)
East	Two parcels: existing single-family home; vacant parcel
South	Vacant parcel
West	Several single-family homes (Horizons West No. 2 subdivision)

**STAFF COMMENT:**

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. This parcel and most of the properties in the surrounding area are designated as Low Density Residential, which matches with the proposed zoning of R-1 One-Family Residential. The subject parcel is adjacent to an existing subdivision, Horizons West No. 2, and is close to another subdivision, Stoneridge. There are other single-family homes on standalone lots in this area.

**PRELIMINARY APPROVAL CRITERIA DISCUSSION:**

To focus the discussion on the factors relevant to approving a Map Amendment, the following approval criteria are included below for reference:

**Section 421.E Approval Criteria of Zoning Map Amendment**

In its review of an application for rezoning, the Township should consider, but is not necessarily limited to, the criteria as defined in § 421.E (1) Master Plan Consistency through § 421.E (8) Other Factors. No single factor is controlling; instead, each must be weighed in relation to the other standards.

The applicant shall have the burden of justifying the amendment, including identifying specific reasons warranting the amendment, and providing any supporting data and information to address the following:

**1. *Master Plan Consistency***

According to the Garfield Township Master Plan, the Future Land Use designation for this parcel is Low Density Residential. The proposed zoning of R-1 is compatible with the Future Land Use designation of Low Density Residential.

**2. *Adverse Impacts on Neighboring Lands***

The Township shall consider the nature and degree of an adverse impact upon neighboring lands. The proposed zoning of R-1 is compatible with the Future Land Use designation of Low Density Residential, and most of the properties in the surrounding area are also designated as Low Density Residential. There are no adverse impacts on neighboring lands anticipated as part of this request.

**3. *Suitability as Presently Zoned***

Garfield Township shall consider the suitability or unsuitability of the tract for its use as presently zoned. The parcel is currently zoned as A-Agricultural. The site is not currently used for farming or agriculture. The proposed zoning of R-1 is compatible with the Future Land Use designation of Low Density Residential; most of the properties in the surrounding area are also designated as Low Density Residential.

**4. *Changed Conditions***

Any changes in conditions since the adoption of the zoning ordinance shall be considered as part of this rezoning request. No changes in conditions are known which would prevent consideration of this rezoning request.

**5. *Health, Safety, and Welfare***

Commissioners shall consider the application as it relates to public health, safety, and general welfare, and how the proposal may affect nearby historical and cultural places and areas. There are no anticipated adverse impacts on public health, safety, and general welfare, and there does not appear to be any nearby historical or cultural places or areas.

**6. *Public Policy***

Certain public policies in favor of rezoning may be considered. Information in the Master Plan that may support the proposed rezoning application is described above.

**7. *Size of Tract***

The Township shall consider the size, shape, and characteristics of the tract in relation to the affected neighboring lands. Ordinance amendments shall generally not rezone a single lot when there have been no intervening changes or other saving characteristics. The parcel is approximately 3.8 acres in size. Although the application is to rezone a single lot, the proposed zoning of R-1 is

compatible with the Future Land Use designation of Low Density Residential. The subject parcel also borders five parcels to the west which are all zoned R-1.

**8. *Other Factors***

Any other factors relevant to this application under state law may be considered by Commissioners as part of this rezoning request.

**ACTION REQUESTED:**

The item is placed on tonight's agenda to hold a public hearing on the rezoning application. If, following the public hearing, the Planning Commission is prepared to direct Staff to draft the Findings of Fact for this application, then the following motion is suggested:

MOTION 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.

Additional information deemed necessary by the Planning Commission should be added to the motion.

**Attachments:**

1. Application for Zoning Ordinance Map Amendment dated September 26, 2023
2. Cover Memo
3. Certificate of Survey



# Charter Township of Garfield

## Grand Traverse County

3848 VETERANS DRIVE  
TRAVERSE CITY, MICHIGAN 49684  
PH: (231) 941-1620 • FAX: (231) 941-1588

### ZONING ORDINANCE AMENDMENT (ZOA) APPLICATION

#### ASSISTANCE

This application must be completed in full. An incomplete or improperly prepared application will not be accepted and will result in processing delays. Before submitting an application, it is recommended that you contact the Planning Department to arrange an appointment to discuss your proposed application. Time is often saved by these preliminary discussions. For additional information or assistance in completing this development application, please contact the Planning Department at (231) 941-1620.

#### ACTION REQUESTED

- ☒ Map Amendment (Rezoning)  
☐ Text Amendment  
☐ Conditional Rezoning

#### PROJECT / DEVELOPMENT NAME

#### APPLICANT INFORMATION

Name:

Address:

Phone Number:

Email:

SAND	

#### AGENT INFORMATION

Name:

Address:

Phone Number:

Email:


#### OWNER INFORMATION

Name:

Address:

Phone Number:

Email:

DAN LEDERER	
4220 EASTWARD DRIVE	
	(231) 929-4677
DAN@LAKESIDE-ENGINEERING.COM	

### CONTACT PERSON

Please select one person to be contact person for all correspondence and questions:

Applicant:

Agent:

Owner:

DAN L,

### PROPERTY INFORMATION

Property Address:

Property Identification Number:

Legal Description:

Zoning District:

Master Plan Future Land Use Designation:

Area of Property (acres or square feet):

Existing Use(s):

Proposed Use(s):

4220 EASTWARD DRIVE
05-020-004-10
AGRICULTURAL
LOW DENSITY RESIDENTIAL
3.77
SINGLE FAMILY RESIDENTIAL
SAMC

### REQUIRED SUBMITTAL ITEMS

A complete application for a Zoning Ordinance Amendment consists of the following:

Application Form:

- ☐ One original signed application
- ☐ One digital copy of the application (PDF only)

Application Fee:

Fees are established by resolution of the Garfield Township Board and are set out in the current Fee Schedule as listed on the Planning Department page of the Township website (<http://www.garfield-twp.com>). Please make check out to Charter Township of Garfield.

- ☐ Fee

Escrow Fee:

Additional fees may be required if a review by independent professional help is deemed necessary by the Township. If required, such additional fees must be placed in escrow by the applicant in accordance with the escrow policies of the Township and prior to any further processing of this application. Any unused escrow funds shall be returned to the applicant. Please complete an Escrow and Review (ER) Application form.

For Map (Rezoning) Amendment only, the following must be included:

Site Diagram

- ☐ Ten complete stapled 11"x17" paper sets
- ☐ One digital set (PDF) only

Supporting Information

- ☐ Ten paper copies of the Impact Statement for Map (Rezoning) Amendment
- ☐ One digital copy of the Impact Statement for Map (Rezoning) Amendment (PDP only)

For Text Amendment only, the following must be included:

- ☐ Ten paper copies of the Impact Statement for Text Amendment
- ☐ One digital copy of the Impact Statement for Text Amendment (PDF only)

For Conditional Rezoning only, the following must be included:

Site Development Plan

- ☐ Ten complete stapled 11"x17" paper sets
- ☐ Two complete bound 24"x36" paper sets
- ☐ One digital set (PDF only)

Supporting Information

- ☐ Ten paper copies of the Impact Statement for Conditional Rezoning
- ☐ One digital copy of the Impact Statement for Conditional Rezoning (PDF only)
- ☐ Ten paper copies of the Offer of Conditions for Conditional Rezoning
- ☐ One digital copy of the Offer of Conditions for Conditional Rezoning (PDF only)

Digital items to be delivered via email or USB flash drive

### IMPACT STATEMENT FOR ZONING ORDINANCE MAP AMENDMENT

A written impact statement of the application as it relates to § 421.E of the Zoning Ordinance. The applicant shall have the burden of justifying the amendment, including identifying specific reasons warranting the amendment, and providing any supporting data and information.

1. **Master Plan Consistency.** Rezoning should be consistent with the intent and purpose of the adopted master plan.
2. **Adverse Impacts on Neighboring Lands.** The Township shall consider the nature and degree of an adverse impact upon neighboring lands. Lots shall not be rezoned in a way that is substantially inconsistent with the uses of the surrounding area, whether more or less restrictive. The Township finds and determines that vast acreages of single-use zoning produces uniformity with adverse consequences, such as traffic congestion, air pollution, and social separation. Accordingly, rezoning may promote mixed uses subject to a high degree of design control.
3. **Suitability as Presently Zoned.** The Township shall consider the suitability or unsuitability of the tract for its use as presently zoned. This factor, like the others, must often be weighed in relation to the other standards, and instances can exist in which suitably zoned lands may be rezoned upon proof of a real public need, substantially changed conditions in the neighborhood, or to effectuate important goals, objectives, policies, and strategies of the master plan, specification, or this ordinance.
4. **Changed Conditions.** The Township shall consider whether any conditions have changed, since the zoning ordinance was adopted, that might justify the amendment.
5. **Health, Safety, and Welfare.** The ordinance amendment must bear a substantial relationship to the public health, safety, or general welfare, or must protect and preserve historical and cultural places and areas. The rezoning ordinance may be justified, however, if a substantial public need or purpose exists.
6. **Public Policy.** Certain public policies in favor of the rezoning may be considered. Examples include a need for affordable housing, economic development, mixed-use development, or sustainable environmental features, which are consistent with neighborhood, area, or specific plans.
7. **Size of Tract.** The Township shall consider the size, shape, and characteristics of the tract in relation to the affected neighboring lands. Ordinance amendments shall generally not rezone a single lot when there have been no



intervening changes or other saving characteristics. Proof that a small tract is unsuitable for use as zoned, or that there have been substantial changes in the immediate area, may justify an ordinance amendment.

8. Other Factors. The Township may consider any other factors relevant to a rezoning application under state law.

#### IMPACT STATEMENT FOR ZONING ORDINANCE TEXT AMENDMENT

A written impact statement of the application as it relates to § 421.E of the Zoning Ordinance. The applicant shall have the burden of justifying the amendment, including identifying specific reasons warranting the amendment, and providing any supporting data and information.

1. Master Plan Consistency. A text amendment should be consistent with the intent and purpose of the adopted master plan.
2. Changed Conditions. The Township shall consider whether any conditions have changed since the zoning ordinance was adopted that might justify the amendment.
3. Health, Safety, and Welfare. The ordinance amendment must bear a substantial relationship to the public health, safety, or general welfare, or must protect and preserve historical and cultural places and areas.
4. Public Policy. Certain public policies in favor of the rezoning may be considered. Examples include a need for affordable housing, economic development, mixed-use development, or sustainable environmental features, which are consistent with neighborhood, area, or specific plans.
5. Other Factors. The Township may consider any other factors relevant to a zoning text amendment application under state law.

#### IMPACT STATEMENT FOR CONDITIONAL REZONING

A written impact statement of the application as it relates to § 421.E of the Zoning Ordinance. The applicant shall have the burden of justifying the amendment, including identifying specific reasons warranting the amendment, and providing any supporting data and information.

1. Master Plan Consistency. Rezoning should be consistent with the intent and purpose of the adopted master plan.
2. Adverse Impacts on Neighboring Lands. The Township shall consider the nature and degree of an adverse impact upon neighboring lands. Lots shall not be rezoned in a way that is substantially inconsistent with the uses of the surrounding area, whether more or less restrictive. The Township finds and determines that vast acreages of single-use zoning produces uniformity with adverse consequences, such as traffic congestion, air pollution, and social separation. Accordingly, rezoning may promote mixed uses subject to a high degree of design control.
3. Suitability as Presently Zoned. The Township shall consider the suitability or unsuitability of the tract for its use as presently zoned. This factor, like the others, must often be weighed in relation to the other standards, and instances can exist in which suitably zoned lands may be rezoned upon proof of a real public need, substantially changed conditions in the neighborhood, or to effectuate important goals, objectives, policies, and strategies of the master plan, specification, or this ordinance.
4. Changed Conditions. The Township shall consider whether any conditions have changed, since the zoning ordinance was adopted, that might justify the amendment.
5. Health, Safety, and Welfare. The ordinance amendment must bear a substantial relationship to the public health, safety, or general welfare, or must protect and preserve historical and cultural places and areas. The rezoning ordinance may be justified, however, if a substantial public need or purpose exists.

6. **Public Policy.** Certain public policies in favor of the rezoning may be considered. Examples include a need for affordable housing, economic development, mixed-use development, or sustainable environmental features, which are consistent with neighborhood, area, or specific plans.
7. **Size of Tract.** The Township shall consider the size, shape, and characteristics of the tract in relation to the affected neighboring lands. Ordinance amendments shall generally not rezone a single lot when there have been no intervening changes or other saving characteristics. Proof that a small tract is unsuitable for use as zoned, or that there have been substantial changes in the immediate area, may justify an ordinance amendment.
8. **Other Factors.** The Township may consider any other factors relevant to a rezoning application under state law.

#### **OFFER OF CONDITIONS FOR CONDITIONAL REZONING**

A written offer of Conditions as described in § 422.B(3) of the Zoning Ordinance. An owner of land may voluntarily offer, in writing, conditions relating to the use and/or development of land for which a rezoning is requested.

1. The owner's offer of conditions may not purport to authorize uses or developments not permitted in the requested new zoning district.
2. The owner's offer of conditions shall bear a reasonable and rational relationship to the property for which rezoning is requested.
3. Any use or development, proposed as part of an offer of conditions that would require a special land use permit under the terms of this ordinance, may only be commenced if a special land use permit for such use or development is ultimately granted in accordance with the provisions of this ordinance.
4. Any use or development, proposed as part of an offer of conditions that would require a variance under the terms of this ordinance, may only be commenced if a variance for such development is ultimately granted by the Zoning Board of Appeals in accordance with the provisions of this ordinance.
5. Any use or development, proposed as part of an offer of conditions that would require site plan approval under the terms of this ordinance, may only be commenced if site plan approval for such use or development is ultimately granted in accordance with the provisions of this ordinance.
6. The offer of conditions may be amended during the process of rezoning consideration, provided that any amended or additional conditions are entered voluntarily by the owner.

#### **SUBMITTAL DEADLINE**

Submittal deadlines are listed on the Planning Department page of the Township website (<http://www.garfield-twp.com>). Please note that the listed dates are the deadlines after which submittals will not be considered for the indicated meeting. Any errors or missing information on an application submitted at the deadline will result in a delay in the processing of the application. An earlier submittal is encouraged to avoid possible delays.

#### **WAIVERS**

Submittal Waiver:

At the discretion of the Zoning Administrator in the case of a Site Diagram, or the Director of Planning in the case of an Administrative Site Plan or a Site Development Plan, the requirement to submit a Site Diagram, an Administrative Site Plan or a Site Development Plan may be waived in any of the following cases when it is determined that the submission would serve no useful purpose:

1. The erection or enlargement of an accessory structure;
2. The enlargement of a principal building by less than 20 percent of its existing gross floor area, provided such enlargement will not result in a requirement for additional off-street parking;
3. A change in principal use where such change would not result in an increase in impervious surface area, additional off-street parking, site access, other external site characteristics or a violation of this ordinance.

**Data Waiver:**

1. The Zoning Administrator may waive a particular element of information or data otherwise required for a Site Diagram upon a finding that the information is not necessary to determine compliance with this ordinance.
2. The Director of Planning may waive a particular element of information or data otherwise required for a Site Development Plan upon a finding that the information or data is not necessary to determine compliance with this ordinance or that such information or data would not bear on the decision of the approval authority.

**SITE PLAN**

Check that your site plan includes all required elements for a Site Development Plan (SDP). Please use the Required Site Plan Elements Checklist below.

**ADDITIONAL INFORMATION**

If applicable, provide the following further information:

	<u>Yes</u>	<u>No</u>	<u>Not Applicable</u>
<b>A. <u>Sanitary Sewer Service</u></b>			
1. Does project require extension of public sewer line?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Will a community wastewater system be installed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If yes, provide construction plans and specifications			
3. Will on-site disposal be used?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If yes, is it depicted on plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>B. <u>Water Service</u></b>			
1. Does project require extension of public water main?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Will a community water supply be installed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If yes, provide construction plans and specifications			
<b>C. <u>Public utility easements required?</u></b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If yes, show on plan.			
<b>D. <u>Stormwater Review/Soil Erosion</u></b>			
1. Soil Erosion Plans approved by Soil Erosion Office?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If so, attach approval letter.			
If no, are alternate measures shown?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Stormwater Plans approved by Township Engineer?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If so, attach approval letter.

If no, are alternate measures shown?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------	--------------------------

Note: Alternate measures must be designed and sealed by a registered Engineer.

#### E. Roads and Circulation

1. Are interior public streets proposed?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------	--------------------------

If yes, has Road Commission approved (attach letter)?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------	--------------------------

2. Will public streets connect to adjoining properties or future streets?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------	--------------------------

3. Are private roads or interior drives proposed?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------	--------------------------

4. Will private drives connect to adjoining properties service roads?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------	--------------------------

5. Has the Road Commission or MDOT approved curb cuts?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------	--------------------------

If yes, attach approved permit.

#### OTHER INFORMATION

If there is any other information that you think may be useful in the review of this application, please attach it to this application or explain it on a separate page.

#### REVIEW PROCESS

1. Upon submittal of this application, Staff will review the materials submitted and will, within ten (10) working days, forward a determination of completeness to the applicant. If the submission is incomplete or noncompliant with the Zoning Ordinance, it will be returned to the applicant for revision. Once the submission is revised, Staff will again review it for completeness and again forward a determination to the applicant within ten (10) working days. This procedure shall be repeated until a complete submission is received.
2. Once the application is deemed to be complete and submitted according to the application deadlines, it will be forwarded to the Planning Commission for review. The Planning Commission will determine if the application is complete and schedule a public hearing.
3. Following the public hearing, the Planning Commission will make a recommendation on the application to the Township Board.
4. Prior to making a decision, the Township Board will hold a second public hearing on the application. Following the public hearing, the Township Board will make a decision to approve or deny the application.
5. If a Conditional Rezoning is approved or approved with conditions, the decision of the Township Board shall be incorporated into a written report and decision order.

#### PERMISSION TO ENTER SUBJECT PROPERTY

Permission is hereby granted to Garfield Township staff and Planning Commissioners to enter the premises subject to this application for the purposes of making inspections associated with this application, during normal and reasonable working hours.

Owner Signature:

Applicant Signature:

Agent Signature:

Date:


OWNER'S AUTHORIZATION

If the applicant is not the registered owner of the lands that is the subject of this application, the owner(s) must complete the authorization set out below.

I/We \_\_\_\_\_ authorize to make this application on my/our behalf and to provide any of my/our personal information necessary for the processing of this application. Moreover, this shall be your good and sufficient authorization for so doing.

Owner Signature:

Date:

AFFIDAVIT

The undersigned affirms that he/she or they is (are) the owner, or authorized agent of the owner, involved in the application and all of the information submitted in this application, including any supplemental information, is in all respects true and correct. The undersigned further acknowledges that willful misrepresentation of information will terminate this permit application and any permit associated with this document.

Owner Signature:

Date:

Applicant Signature:

Date:

Required Site Plan Elements Checklist (See § 956 of the Zoning Ordinance) Site Diagram (SD) / Administrative Site Plan (ASP) / Site Development Plan (SDP)		SD	ASP/ SDP
<b>A. Basic Information</b>			
1. Applicant's name, address, telephone number and signature	<input type="checkbox"/>	<input type="checkbox"/>	
2. Property owner's name, address, telephone number and signature	<input type="checkbox"/>	<input type="checkbox"/>	
3. Proof of property ownership	<input type="checkbox"/>	<input type="checkbox"/>	
4. Whether there are any options or liens on the property	<input type="checkbox"/>	<input type="checkbox"/>	
5. A signed and notarized statement from the owner of the property that the applicant has the right to act as the owner's agent	<input type="checkbox"/>	<input type="checkbox"/>	
6. The address and/or parcel number of the property, complete legal description and dimensions of the property, setback lines, gross and net acreages and frontage	<input type="checkbox"/>	<input type="checkbox"/>	
7. A vicinity map showing the area and road network surrounding the property		<input type="checkbox"/>	
8. Name, address and phone number of the preparer of the site plan	<input type="checkbox"/>	<input type="checkbox"/>	
9. Project title or name of the proposed development	<input type="checkbox"/>	<input type="checkbox"/>	
10. Statement of proposed use of land, project completion schedule, any proposed development phasing	<input type="checkbox"/>	<input type="checkbox"/>	
11. Land uses and zoning classification on the subject parcel and adjoining parcels	<input type="checkbox"/>	<input type="checkbox"/>	
12. Seal of the registered engineer, architect, landscape architect, surveyor, or planner who prepared the plan, as well as their name, address and telephone number		<input type="checkbox"/>	
<b>B. Site Plan Information</b>			
1. North arrow, scale, and date of original submittal and last revision	<input type="checkbox"/>	<input type="checkbox"/>	
2. Boundary dimensions of natural features		<input type="checkbox"/>	
3. Natural features such as woodlots, water bodies, wetlands, high risk erosion areas, slopes over twenty-five percent (25%), beach, drainage, and similar features		<input type="checkbox"/>	
4. Proposed alterations to topography and other natural features		<input type="checkbox"/>	
5. Existing topographic elevations at two-foot intervals except shown at five-foot intervals where slopes exceed 18%		<input type="checkbox"/>	
6. Soil erosion and sediment control measures as required by the Grand Traverse County Soil Erosion Department.	<input type="checkbox"/>	<input type="checkbox"/>	
7. The location, height and square footage of existing and proposed main and accessory buildings, and other existing structures		<input type="checkbox"/>	
8. Location and specifications for any existing or proposed (above or below ground) storage facilities for any chemicals, salts, flammable materials, or hazardous materials. Include any containment structures or clear zones required by county, state or federal government authorities		<input type="checkbox"/>	
9. Proposed finish floor and grade line elevations of any structures <i>*Required only for habitable construction within the floodplain on site diagrams and administrative site plans.</i>	<input type="checkbox"/> *	<input type="checkbox"/>	
10. Existing and proposed driveways, including parking areas	<input type="checkbox"/>	<input type="checkbox"/>	
11. Neighboring driveways and other vehicular circulation features adjacent to the site		<input type="checkbox"/>	
12. A dimensional plan indicating the location, size and number of parking spaces of the on-site parking areas, and shared parking areas	<input type="checkbox"/>	<input type="checkbox"/>	
13. Identification and dimensions of service lanes and service parking, snow storage areas, loading and unloading and docks		<input type="checkbox"/>	
14. Proposed roads, access easements, sidewalks, bicycle paths, and other vehicular and pedestrian circulation features within and adjacent to the site		<input type="checkbox"/>	
15. Location of and dimensions of curb cuts, acceleration, deceleration and passing lanes		<input type="checkbox"/>	
16. Location of neighboring structures that are close to the parcel line or pertinent to the proposal		<input type="checkbox"/>	
17. Location of water supply lines and/or wells	<input type="checkbox"/>	<input type="checkbox"/>	
18. Location of sanitary sewer lines and/or sanitary sewer disposal systems	<input type="checkbox"/>	<input type="checkbox"/>	
19. Location, specifications, and access to a water supply in the event of a fire emergency		<input type="checkbox"/>	
20. Sealed (2) stormwater plans including the location and design of storm sewers, retention or detention ponds, swales, wastewater lines, clean out locations, connection points and treatment systems		<input type="checkbox"/>	
21. A utility plan including the location of all other utilities on the site including but not limited to natural gas, electric, cable TV, telephone and steam		<input type="checkbox"/>	
22. A sign plan indicating the location, size and specifications of all signs and advertising features, including cross sections		<input type="checkbox"/>	
23. A lighting plan including exterior lighting locations with area of illumination illustrated by point values on a photometric plan, Kelvin rating, as well as the type of fixtures and shielding to be used		<input type="checkbox"/>	
24. Proposed location of any open spaces, landscaping and buffering features such as buffer areas, vegetation belts, fences, walls, trash receptacle screening, and other screening features with cross sections shown		<input type="checkbox"/>	
25. A Landscape plan and table identifying the species, size of landscape materials, and number proposed, compared to what is required by the Ordinance. All vegetation to be retained on site must also be indicated, as well as, its typical size by general location or range of sizes as appropriate		<input type="checkbox"/>	
26. Statements regarding the project impacts on existing infrastructure (including traffic capacity, schools, and existing utilities, and on the natural environment on and adjacent to the site)		<input type="checkbox"/>	
27. Changes or modifications required for any applicable regulatory agencies' approvals		<input type="checkbox"/>	

DAN LEDERER  
4220 EASTWARD DRIVE  
TRAVERSE CITY MI. 49685-8926

THIS PROPERTY IS ZONED  
AGRICULTURAL

(THIS IS PROBABLY NOT QUITE CORRECT)

[I AM TRYING TO RIGHT THIS WRONG]

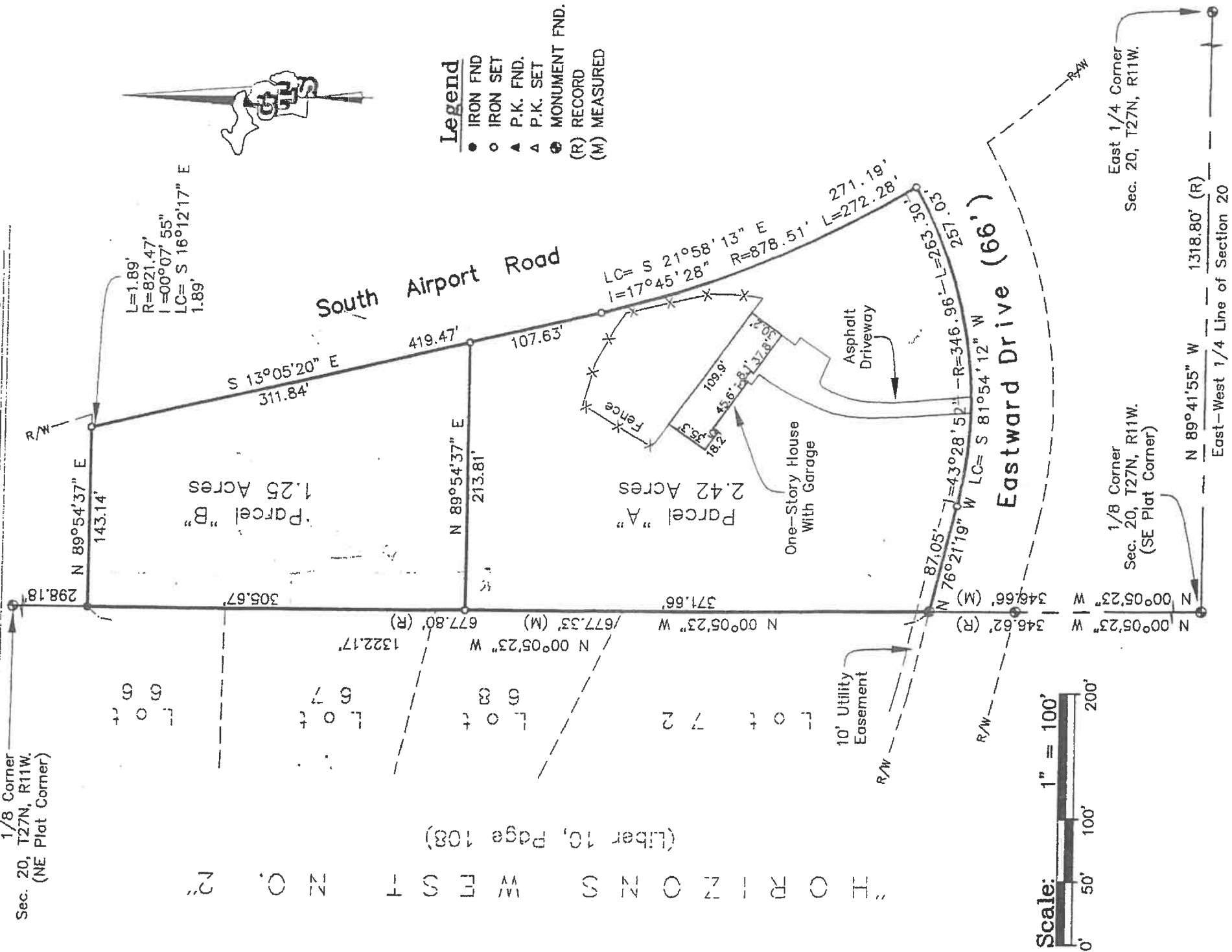
I AM APPLYING FOR A ZONE  
CHANGE FROM AGRICULTURAL  
TO R1

THANK YOU,

DAN L.

Certificate of Survey

1/8 Corner  
Sec. 20, T27N, R11W.  
(NE Plat Corner)



I, Neil B. Livasy, a Professional Surveyor in the State of Michigan, do hereby certify that I have surveyed and mapped the herein described parcel(s) of land; that the ratio of closure of the unadjusted field observations is within the accepted limits; and that I have fully complied with the requirements of P.A. 192 of 1970, as amended.

Neil B. Livasy  
Professional Surveyor Number: 31611

Ratio of Closure: 1/10,000  
Basis of Bearing: Assumed



594 EAST EIGHTH STREET  
TRAVERSE CITY, MI 49686  
(231) 947-2655 Fax: 947-4771 (231) 326-2655 Fax: 326-2276  
www.GrandTraverseSurveying.com

For:

KELVIN SHAW

Part of the NE 1/4 of Section 20,  
T27N, R11W, Garfield Township,  
Grand Traverse County, Michigan.


Date: May 8, 2006

Drafted By: BLI

File No.: 06-5088

Sheet: 1 of 3

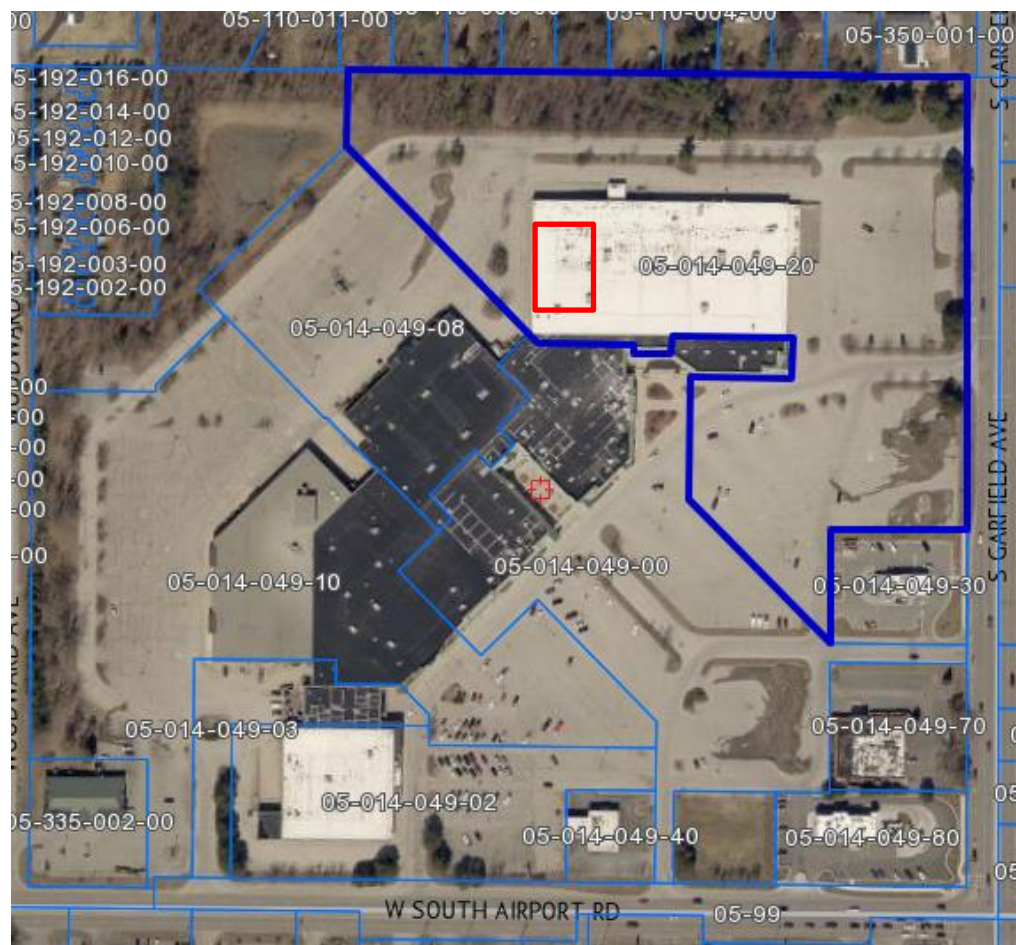


 <b>Charter Township of Garfield</b> <b>Planning Department Report No. 2023-140</b>			
Prepared:	December 6, 2023	Pages:	7
Meeting:	December 13, 2023 Planning Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	Traverse Symphony Orchestra Site Plan Review		
Applicant:	Cunningham Limp/Kyle Swenor		
Owner/Agent:	Traverse City Curling Club, Inc./Kevin Byrne		
File No.	SPR 2023-12		
Parcel No.	05-014-049-20		

**PURPOSE OF APPLICATION:**

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. Applications for development within the C-P Planned Shopping Center shall be reviewed by the Planning Commission for compliance with Article 4, § 424 – Site Plans and Article 5 – Development Standards.

*Aerial image of the subject property (highlighted in heavy blue) with the proposed music school highlighted in red:*



*Rear side of the Traverse City Curling Center (former Kmart) and proposed entrance to the music school:*



## **SITE DEVELOPMENT REQUIREMENTS:**

### ***(1) General***

Applications for development within the C-P Planned Shopping Center shall be reviewed by the Planning Commission for compliance with Article 4, § 424 – Site Plans and Article 5 – Development Standards. The following criteria as listed in Section 424.F(1)(a)-(j) of the Zoning Ordinance are offered for consideration by the Planning Commission:

***(a) Required Information.*** *All required information shall be provided.*

- Staff has determined the application and site plan to be substantially complete for purposes of completing this report.

***(b) Outside Agencies.*** *All applicable standards of outside agencies shall be met and all required permits and approvals from outside agencies shall be secured, or be made a condition of approval.*

- The applicant is required to comply with all agencies with jurisdiction. Agency approvals that are not received may be made conditions of the site plan approval.

***(c) Essential Facilities and Services.*** *Adequate essential facilities and services, including highways, streets, police, fire protection, drainage structures, refuse disposal, water and sewage facilities, and schools, shall be available.*

- As this application is for a proposed redevelopment of an existing commercial site, many essential facilities and services are in place.
- The site is accessed from a major road and is serviced by existing public sewer and water.
- The site has been used for commercial purposes without overburdening area municipal services. The proposed use is not expected to be any more intensive.
- The site is served by an existing 8” municipal water line and an 8” sanitary sewer line.

(d) **Natural Features.** *Sensitive natural features, or existing natural features that provide a buffer between adjoining properties, or assist in preserving the general appearance of the neighborhood, or help control soil erosion or stormwater, shall be preserved to the greatest extent possible.*

- The proposed use does not alter the existing development/building pattern on the site.
- There are no known sensitive natural features that would be impacted by this project.

(e) **Site Design.** *All buildings and structures shall be designed, situated, constructed, operated and maintained so as to be harmonious, compatible, and appropriate in appearance, with the existing or intended character of the general vicinity. Site design shall minimize adverse effects upon owners and occupants of adjacent properties and the neighborhood.*

- The proposed use does not alter the existing development pattern on the site. The site is well-established and has been in place for over 40 years.

(f) **Orientation.** *Primary buildings or structures shall be oriented so that their main entrance faces the street upon which the lot fronts. If the development is on a corner lot, the main entrance may be oriented to either street or to the corner.*

- The proposed use will provide its front entrance at the rear of the existing building. Due to the large size of the building and its obsolescence for new use, this design approach in adaptive reuse will create a new front to the building and activate the rear area of Cherryland Center.

(g) **Vehicle and Pedestrian Systems.** *The development, where possible, shall provide vehicular and pedestrian circulation systems which reflect and extend the pattern of streets, pedestrian and bicycle ways in the area. A proper relationship between existing and proposed roadways and parking areas shall be demonstrated, and the safety and convenience of pedestrian and vehicular traffic shall be assured. Travelways which connect and serve adjacent development shall be designed appropriately to carry the projected traffic.*

- The proposed use will rely on existing entrances to the Cherryland Center, with the most direct access from South Airport Road and additional access from Garfield Avenue.
- As part of the initial approval for the site for the current curling center, the following condition regarding sidewalk requirements were made by the Planning Commission on May 11, 2022:

*A required sidewalk along Garfield Avenue and required internal sidewalks shall be deferred until future uses and buildings are established on the site and required in an amendment to the site plan. Deferral shall be no more than three years in length. A sidewalk plan shall be developed subject to staff review.*

With this new use, this deferral may no longer be necessary and a sidewalk along Garfield Avenue may be required. However, phased redevelopment of the site does create some unknowns of future improvements that may create conflicts with construction of any internal sidewalks accessing this location on the site. Therefore, it's recommended that internal sidewalks continue to be deferred.

(h) **Shared Drives.** *Where the opportunity exists, developments shall use shared drives. Unnecessary curb cuts shall not be permitted.*

- The development will use the existing entrance drives on Garfield Avenue and South Airport Road which serve the entire Cherryland Center.
- (i) ***Impervious Surfaces.*** *The amount of impervious surface has been limited on the site to the extent practical.*
- The site is in an existing development and impervious surface areas. To create a more attractive entry area, existing landscaping islands will be improved, and new landscaping plantings will be established at the front of the building.
- (j) ***Master Plan.*** *The proposal is not in conflict with the land use policies, goals and objectives of the Township Master Plan.*
- The proposal fits with the Master Plan which envisions a wide range of uses for this area. Specifically, the site is part of the Barlow Garfield Neighborhood Plan which guides development in this neighborhood of the Township. This plan included several development principles for this neighborhood encompassing the following:
    - Allow for mixed-use development on primary corridors.
    - Account for public spaces that accommodate a variety of activities.
    - Encourage connectivity through sidewalks, trails, cross-access, and other means.
    - Allow sites to be designed at a scale that encourages a neighborhood character.
    - Allow for new housing with diverse selection of unit types and sizes.
    - Facilitate improvements for public infrastructure upon new development.
  - The Barlow Garfield Neighborhood Plan envisions a connected, livable, community center within Garfield Township in this neighborhood. The proposed use activates the site and encourages additional active uses to be part of the site redevelopment.
  - Furthermore, there should be enough parking to anticipate future redevelopment of other portions of the building.

The following review of the proposal with regards to the relevant sections within Article 5 – Development Standards is also provided:

*Access Management*

As stated above, the site is accessed from within the Cherryland Center using an existing access from South Airport Road. No new ingress and egress points to South Airport Road are proposed.

*Parking, Loading, and Snow Storage*

Professional studios, dance halls, drama, and similar arts without fixed seats have a minimum parking requirement of 1 for each six (6) persons allowed within the maximum occupancy load as established by fire, building, or health codes and have a maximum parking requirement of 1 for each three (3) persons allowed within the maximum occupancy load as established by fire, building, or health codes.

The site plan states there is a maximum occupancy of 330 occupants. Therefore, the minimum parking requirement is 55 spaces and the maximum parking requirement is 110 spaces. 84 total spaces have been identified.

Bicycle parking shall be provided at the rate of two bicycle spaces per 25 motor vehicle spaces. Three bicycle racks are proposed and indicated on the plan, which will give space for six bicycles.

According to Section 522.C(3) of the Zoning Ordinance, “a physical barrier, designed to prevent motor vehicles from driving into bicycle areas, shall be provided between bicycle and motor vehicle parking when bicycle-parking areas are located within or adjacent to a parking lot.” Based on the proposed location of the racks, such a barrier is required. Also, the racks may be suited to be located closer to the building entrance.

As required by Section 551 of the Ordinance, a ratio of ten (10) square feet of snow storage is required per one hundred (100) square feet of parking area. With 42,200 square feet of parking area, 4,300 square feet of snow storage area has been indicated on the site plan which exceeds this requirement.

#### *Dumpster Enclosure*

An existing dumpster enclosure installed as part of the Curling Center is shown for the northside of the site.

#### *Lighting*

A photometric plan is included with the site plan. The lighting standards of Section 517 of the Zoning Ordinance appear to have been met. A note on Sheet C-100 states “Any existing, non-compliant lighting will be removed from the site.”

#### *Landscaping*

As part of the initial approval for the site for the current curling center, the following condition regarding landscaping requirements were made by the Planning Commission on May 11, 2022:

*Landscaping requirements shall be deferred until future uses and buildings are established on the site and required in an amendment to the site plan. Deferral shall be no more than three years in length. A landscaping plan shall be developed subject to staff review.*

With this new use, this deferral may no longer be necessary and landscaping along Garfield Avenue may be required.

#### *Signs*

Signs require sign permit review and are not approved under the site plan review process. A note on Sheet C-100 states “Signs are subject to sign permit review.”

#### *Engineering Review*

Stormwater review by the Township Engineer will be required prior to the issuance of a Land Use Permit. For the Township Engineer review, the Township Engineer will inspect the existing stormwater system and the condition of the existing pavement to determine if any improvements are needed.

### **(2) External Access**

The proposed development will gain its direct access from the existing Cherryland Center entrance drives.

### **(3) Internal Pedestrian Circulation**

As part of the initial approval for the site for the current curling center, the following condition regarding sidewalk requirements were made by the Planning Commission on May 11, 2022:

*A required sidewalk along Garfield Avenue and required internal sidewalks shall be deferred until future uses and buildings are established on the site and required in an*

*amendment to the site plan. Deferral shall be no more than three years in length. A sidewalk plan shall be developed subject to staff review.*

With this new use, this deferral may no longer be necessary. However, phased redevelopment of the site does create some unknowns of future improvements that may create conflicts with construction of any internal sidewalks accessing this location on the site. Therefore, it's recommended that internal sidewalks continue to be deferred.

#### **4) Non-Motorized Pathways**

As part of the initial approval for the site for the current curling center, the following condition regarding sidewalk requirements were made by the Planning Commission on May 11, 2022:

*A required sidewalk along Garfield Avenue and required internal sidewalks shall be deferred until future uses and buildings are established on the site and required in an amendment to the site plan. Deferral shall be no more than three years in length. A sidewalk plan shall be developed subject to staff review.*

With this new use, this deferral may no longer be necessary and a sidewalk along Garfield Avenue may be required.

#### **(5) Building Placement**

The project is an existing building with no proposed changes.

#### **(6) Vegetative Transition Strip**

A fifty-foot-wide vegetative transition strip is required if the site abuts a residential or agricultural zone. An existing transition strip is in place.

#### **(7) Service Drives**

Access to the site, including the parking lots, is from existing service drives to a major thoroughfare.

#### **(8) Prohibited Outdoor Storage**

The applicant does not propose any outdoor storage.

### **RECOMMENDATION:**

Following the applicant presentation and Planning Commission discussion, if the Commission is prepared to decide on the application, then the following motion in support of approval is offered:

MOTION 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 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.
2. With the establishment of a new use, construction of a required sidewalk along Garfield Avenue is required. Required internal sidewalks 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. With the establishment of a new use, installation of a landscaping buffer along Garfield Avenue is required.
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.

Additional information deemed necessary by the Planning Commission should be added to the motion.

**Attachments:**

1. Application for Site Plan Review dated November 13, 2023
2. Site Plan set dated November 9, 2023





# Charter Township of Garfield

## Grand Traverse County

3848 VETERANS DRIVE  
TRAVERSE CITY, MICHIGAN 49684  
PH: (231) 941-1620 • FAX: (231) 941-1588

### SITE PLAN REVIEW (SPR) APPLICATION

#### ASSISTANCE

This application must be completed in full. An incomplete or improperly prepared application will not be accepted and will result in processing delays. Before submitting an application, it is recommended that you contact the Planning and/or Zoning Department to arrange an appointment to discuss your proposed application. Time is often saved by these preliminary discussions. For additional information or assistance in completing this development application, please contact the Planning Department at (231) 941-1620.

#### ACTION REQUESTED

- ☐ Site Diagram Review
- ☐ Administrative Site Plan Review
- ☒ Site Development Plan Review

#### PROJECT / DEVELOPMENT NAME

Traverse Symphony Orchestra

#### APPLICANT INFORMATION

Name: Cunningham-Limp c/o Kyle Swenor  
Address: 818 Red Drive, Suite 30, Traverse City, MI 49684  
Phone Number: 231-493-8151  
Email: kswenor@clc.build

#### AGENT INFORMATION

Name: Kevin Byrne - Vice President  
Address: 1712 S. Garfield Ave, Traverse City, MI 49686  
Phone Number: 231-642-3460  
Email: kevinbyrne@gmail.com

#### OWNER INFORMATION

Name: Traverse City Curling Club  
Address: 1712 S. Garfield Ave, Traverse City, MI 49686  
Phone Number: 231-412-7748  
Email: kevinbyrne@gmail.com



### CONTACT PERSON

Please select one person to be contact person for all correspondence and questions:

Applicant:	Kyle Swenor - kswenor@clc.build   231-493-8151
Agent:	
Owner:	Kevin T. Bryne - kevinbryne@gmail.com   231-642-3460

### PROPERTY INFORMATION

Property Address:	1148 W. S. Airport Rd, Traverse City, MI
Property Identification Number:	
Legal Description:	Part of the NE 1/4 of the SE 1/4 Section 14 T27N, R11W
Zoning District:	C-P - Planned Shopping
Master Plan Future Land Use Designation:	
Area of Property (acres or square feet):	15,000sf Remodel   10.8 acres property
Existing Use(s):	Vacant
Proposed Use(s):	Education

### PROJECT TIMELINE

Estimated Start Date:	Jan 2024
Estimated Completion Date:	May 2024

### REQUIRED SUBMITTAL ITEMS

A complete application for a Site Plan Review consists of the following:

Application Form:

- ☒ One original signed application
- ☐ One digital copy of the application (PDF only)

Application Fee:

Fees are established by resolution of the Garfield Township Board and are set out in the current Fee Schedule as listed on the Planning Department page of the Township website (<http://www.garfield-twp.com>). Please make check out to Charter Township of Garfield.

- ☐ Fee

Escrow Fee:

Additional fees may be required if a review by independent professional help is deemed necessary by the Township. If required, such additional fees must be placed in escrow by the applicant in accordance with the escrow policies of the Township and prior to any further processing of this application. Any unused escrow funds shall be returned to the applicant. Please complete an Escrow and Review (ER) Application form.

Site Diagram Review:

- ☐ Two complete stapled 11"x17" paper sets
- ☐ One digital set (PDF only)

**Administrative Site Plan:**

- ☐ Two complete stapled 11"x17" paper sets
- ☐ Two complete bound 24"x36" paper sets
- ☐ One digital set (PDF only)

**Site Development Plan:**

- ☐ Ten complete stapled 11"x17" paper sets
- ☒ Two complete bound 24"x36" paper sets
- ☐ One digital set (PDF only)

Digital items to be delivered via email or USB flash drive

**SUBMITTAL DEADLINE**

Submittal deadlines are listed on the Planning Department page of the Township website (<http://www.garfield-twp.com>). Please note that the listed dates are the deadlines after which submittals will not be considered for the indicated meeting. Any errors or missing information on an application submitted at the deadline will result in a delay in the processing of the application. An earlier submittal is encouraged to avoid possible delays.

**WAIVERS**

**Submittal Waiver:**

At the discretion of the Zoning Administrator in the case of a Site Diagram, or the Director of Planning in the case of an Administrative Site Plan or a Site Development Plan, the requirement to submit a Site Diagram, an Administrative Site Plan or a Site Development Plan may be waived in any of the following cases when it is determined that the submission would serve no useful purpose:

1. The erection or enlargement of an accessory structure;
2. The enlargement of a principal building by less than 20 percent of its existing gross floor area, provided such enlargement will not result in a requirement for additional off-street parking;
3. A change in principal use where such change would not result in an increase in impervious surface area, additional off-street parking, site access, other external site characteristics or a violation of this ordinance.

**Data Waiver:**

1. The Zoning Administrator may waive a particular element of information or data otherwise required for a Site Diagram upon a finding that the information is not necessary to determine compliance with this ordinance.
2. The Director of Planning may waive a particular element of information or data otherwise required for a Site Development Plan upon a finding that the information or data is not necessary to determine compliance with this ordinance or that such information or data would not bear on the decision of the approval authority.

**SITE PLAN**

Check that your site plan includes all required elements for a Site Diagram (SD), Administrative Site Plan (ASP), or Site Development Plan (SDP). Please use the Required Site Plan Elements Checklist below.

## APPROVAL CRITERIA

An administrative site plan or site development plan shall conform to all provisions of the Zoning Ordinance and to the following site development standards which shall be reflected on the plan:

1. Required Information. All required information shall be provided.
2. Outside Agencies. All applicable standards of outside agencies shall be met and all required permits and approvals from outside agencies shall be secured, or be made a condition of approval.
3. Essential Facilities and Services. Adequate essential facilities and services, including highways, streets, police, fire protection, drainage structures, refuse disposal, water and sewage facilities, and schools, shall be available.
4. Natural Features. Sensitive natural features, or existing natural features that provide a buffer between adjoining properties, or assist in preserving the general appearance of the neighborhood, or help control soil erosion or stormwater, shall be preserved to the greatest extent possible.
5. Site Design. All buildings and structures shall be designed, situated, constructed, operated and maintained so as to be harmonious, compatible, and appropriate in appearance, with the existing or intended character of the general vicinity. Site design shall minimize adverse effects upon owners and occupants of adjacent properties and the neighborhood.
6. Orientation. Primary buildings or structures shall be oriented so that their main entrance faces the street upon which the lot fronts. If the development is on a corner lot, the main entrance may be oriented to either street or to the corner.
7. Vehicle and Pedestrian Systems. The development, where possible, shall provide vehicular and pedestrian circulation systems which reflect and extend the pattern of streets, pedestrian and bicycle ways in the area. A proper relationship between existing and proposed roadways and parking areas shall be demonstrated, and the safety and convenience of pedestrian and vehicular traffic shall be assured. Travelways which connect and serve adjacent development shall be designed appropriately to carry the projected traffic.
8. Shared Drives. Where the opportunity exists, developments shall use shared drives. Unnecessary curb cuts shall not be permitted.
9. Impervious Surfaces. The amount of impervious surface has been limited on the site to the extent practical.
10. Master Plan. The proposal is not in conflict with the land use policies, goals and objectives of the Township Master Plan.

## ADDITIONAL INFORMATION

If applicable, provide the following further information:

	<u>Yes</u>	<u>No</u>	<u>Not Applicable</u>
A. <u>Sanitary Sewer Service</u>			
1. Does project require extension of public sewer line?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Will a community wastewater system be installed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, has a Utility Agreement been prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, provide construction plans and specifications			
3. Will on-site disposal be used?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If yes, is it depicted on plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

#### B. Water Service

- |   |                          |                                     |                                     |
|---|--------------------------|-------------------------------------|-------------------------------------|
| 1. Does project require extension of public water main? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| If yes, has a Utility Agreement been prepared?          | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| 2. Will a community water supply be installed?          | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| If yes, has a Utility Agreement been prepared?          | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| If yes, provide construction plans and specifications   |                          |                                     |                                     |

- |  |                          |                                     |                          |
|--|--------------------------|-------------------------------------|--------------------------|
| C. <u>Public utility easements required?</u> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| If yes, show on plan.                        |                          |                                     |                          |

#### D. Stormwater Review/Soil Erosion

- |  |                          |                          |                          |
|--|--------------------------|--------------------------|--------------------------|
| 1. Soil Erosion Plans approved by Soil Erosion Office? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If so, attach approval letter.                         |                          |                          |                          |
| If no, are alternate measures shown?                   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Stormwater Plans approved by Township Engineer?     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If so, attach approval letter.                         |                          |                          |                          |
| If no, are alternate measures shown?                   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Note: Alternate measures must be designed and sealed by a registered Engineer.

#### E. Roads and Circulation

- |   |                          |                                     |                                     |
|---|--------------------------|-------------------------------------|-------------------------------------|
| 1. Are interior public streets proposed?                                  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| If yes, has Road Commission approved (attach letter)?                     | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| 2. Will public streets connect to adjoining properties or future streets? | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| 3. Are private roads or interior drives proposed?                         | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| 4. Will private drives connect to adjoining properties service roads?     | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| 5. Has the Road Commission or MDOT approved curb cuts?                    | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| If yes, attach approved permit.   |                          |                                     |                                     |

#### OTHER INFORMATION

If there is any other information that you think may be useful in the review of this application, please attach it to this application or explain it on a separate page.

#### REVIEW PROCESS

- Upon submittal of this application, Staff will review the materials submitted and will, within ten (10) working days, forward a determination of completeness to the applicant. If the submission is incomplete or noncompliant with the Zoning Ordinance, it will be returned to the applicant for revision. Once the submission is revised, Staff will again review it for completeness and again forward a determination to the applicant within ten (10) working days. This procedure shall be repeated until a complete submission is received.
- Once the application is deemed to be complete and submitted according to the application deadlines, it will be forwarded to the Planning Commission for review.
- The Planning Commission may approve, approve with conditions, or deny the application.

**PERMISSION TO ENTER SUBJECT PROPERTY**




Permission is hereby granted to Garfield Township staff and Planning Commissioners to enter the premises subject to this application for the purposes of making inspections associated with this application, during normal and reasonable working hours.

Owner Signature:

Applicant Signature:

Agent Signature:

Date:

 Vice President


11.14.23

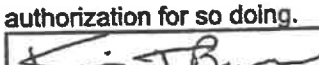
**OWNER'S AUTHORIZATION**

If the applicant is not the registered owner of the lands that is the subject of this application, the owner(s) must complete the authorization set out below.

I/We KEVIN T. BYRNE authorize to make this application on my/our behalf and to provide any of my/our personal information necessary for the processing of this application. Moreover, this shall be your good and sufficient authorization for so doing.

Owner Signature:

Date:

 Vice President
11-13-2023

**AFFIDAVIT**



The undersigned affirms that he/she or they is (are) the owner, or authorized agent of the owner, involved in the application and all of the information submitted in this application, including any supplemental information, is in all respects true and correct. The undersigned further acknowledges that willful misrepresentation of information will terminate this permit application and any permit associated with this document.

Owner Signature:

Date:

Applicant Signature:

Date:

 Vice President
11-13-2023

11.13.23

Required Site Plan Elements Checklist (See § 956 of the Zoning Ordinance) Site Diagram (SD) / Administrative Site Plan (ASP) / Site Development Plan (SDP)		SD	ASP/ SDP
<b>A. Basic Information</b>			
1.	Applicant's name, address, telephone number and signature	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2.	Property owner's name, address, telephone number and signature	<input type="checkbox"/>	<input type="checkbox"/>
3.	Proof of property ownership	<input type="checkbox"/>	<input type="checkbox"/>
4.	Whether there are any options or liens on the property	<input type="checkbox"/>	<input type="checkbox"/>
5.	A signed and notarized statement from the owner of the property that the applicant has the right to act as the owner's agent	<input type="checkbox"/>	<input type="checkbox"/>
6.	The address and/or parcel number of the property, complete legal description and dimensions of the property, setback lines, gross and net acreages and frontage	<input type="checkbox"/>	<input type="checkbox"/>
7.	A vicinity map showing the area and road network surrounding the property		<input type="checkbox"/>
8.	Name, address and phone number of the preparer of the site plan	<input type="checkbox"/>	<input type="checkbox"/>
9.	Project title or name of the proposed development	<input type="checkbox"/>	<input type="checkbox"/>
10.	Statement of proposed use of land, project completion schedule, any proposed development phasing	<input type="checkbox"/>	<input type="checkbox"/>
11.	Land uses and zoning classification on the subject parcel and adjoining parcels	<input type="checkbox"/>	<input type="checkbox"/>
12.	Seal of the registered engineer, architect, landscape architect, surveyor, or planner who prepared the plan, as well as their name, address and telephone number		<input type="checkbox"/>
<b>B. Site Plan Information</b>			
1.	North arrow, scale, and date of original submittal and last revision	<input type="checkbox"/>	<input type="checkbox"/>
2.	Boundary dimensions of natural features		<input type="checkbox"/>
3.	Natural features such as woodlots, water bodies, wetlands, high risk erosion areas, slopes over twenty-five percent (25%), beach, drainage, and similar features		<input type="checkbox"/>
4.	Proposed alterations to topography and other natural features		<input type="checkbox"/>
5.	Existing topographic elevations at two-foot intervals except shown at five-foot intervals where slopes exceed 18%		<input type="checkbox"/>
6.	Soil erosion and sediment control measures as required by the Grand Traverse County Soil Erosion Department.	<input type="checkbox"/>	<input type="checkbox"/>
7.	The location, height and square footage of existing and proposed main and accessory buildings, and other existing structures		<input type="checkbox"/>
8.	Location and specifications for any existing or proposed (above or below ground) storage facilities for any chemicals, salts, flammable materials, or hazardous materials. Include any containment structures or clear zones required by county, state or federal government authorities		<input type="checkbox"/>
9.	Proposed finish floor and grade line elevations of any structures <i>*Required only for habitable construction within the floodplain on site diagrams and administrative site plans.</i>	<input type="checkbox"/> *	<input type="checkbox"/>
10.	Existing and proposed driveways, including parking areas	<input type="checkbox"/>	<input type="checkbox"/>
11.	Neighboring driveways and other vehicular circulation features adjacent to the site		<input type="checkbox"/>
12.	A dimensional plan indicating the location, size and number of parking spaces of the on-site parking areas, and shared parking areas	<input type="checkbox"/>	<input type="checkbox"/>
13.	Identification and dimensions of service lanes and service parking, snow storage areas, loading and unloading and docks		<input type="checkbox"/>
14.	Proposed roads, access easements, sidewalks, bicycle paths, and other vehicular and pedestrian circulation features within and adjacent to the site		<input type="checkbox"/>
15.	Location of and dimensions of curb cuts, acceleration, deceleration and passing lanes		<input type="checkbox"/>
16.	Location of neighboring structures that are close to the parcel line or pertinent to the proposal		<input type="checkbox"/>
17.	Location of water supply lines and/or wells	<input type="checkbox"/>	<input type="checkbox"/>
18.	Location of sanitary sewer lines and/or sanitary sewer disposal systems	<input type="checkbox"/>	<input type="checkbox"/>
19.	Location, specifications, and access to a water supply in the event of a fire emergency		<input type="checkbox"/>
20.	Sealed (2) stormwater plans including the location and design of storm sewers, retention or detention ponds, swales, wastewater lines, clean out locations, connection points and treatment systems		<input type="checkbox"/>
21.	A utility plan including the location of all other utilities on the site including but not limited to natural gas, electric, cable TV, telephone and steam		<input type="checkbox"/>
22.	A sign plan indicating the location, size and specifications of all signs and advertising features, including cross sections		<input type="checkbox"/>
23.	A lighting plan including exterior lighting locations with area of illumination illustrated by point values on a photometric plan, Kelvin rating, as well as the type of fixtures and shielding to be used		<input type="checkbox"/>
24.	Proposed location of any open spaces, landscaping and buffering features such as buffer areas, vegetation belts, fences, walls, trash receptacle screening, and other screening features with cross sections shown		<input type="checkbox"/>
25.	A Landscape plan and table identifying the species, size of landscape materials, and number proposed, compared to what is required by the Ordinance. All vegetation to be retained on site must also be indicated, as well as, its typical size by general location or range of sizes as appropriate		<input type="checkbox"/>
26.	Statements regarding the project impacts on existing infrastructure (including traffic capacity, schools, and existing utilities, and on the natural environment on and adjacent to the site)		<input type="checkbox"/>
27.	Changes or modifications required for any applicable regulatory agencies' approvals		<input type="checkbox"/>





 **EXTERIOR VIEW 1**  
SCALE:



**CORNERSTONE  
ARCHITECTS**

122 S. Union St., Ste. 200  
Traverse City, MI 49781  
231.947.2177 p  
www.cornerstone-arch.com

**TRAVERSE  
SYMPHONY  
ORCHESTRA**

**TRAVERSE SYMPHONY ORCHESTRA  
COMMUNITY MUSIC SCHOOL**

AT CHERRYLAND CENTER

CHERRYLAND CENTER, 1148 W. S. AIRPORT RD., TRAVERSE CITY, MI

**Date** **Issued For**

11/15/23 REVIEW

**PRELIMINARY  
NOT FOR  
CONSTRUCTION**

PIC:

PM:

DRAFTS:

PROJECT NO:

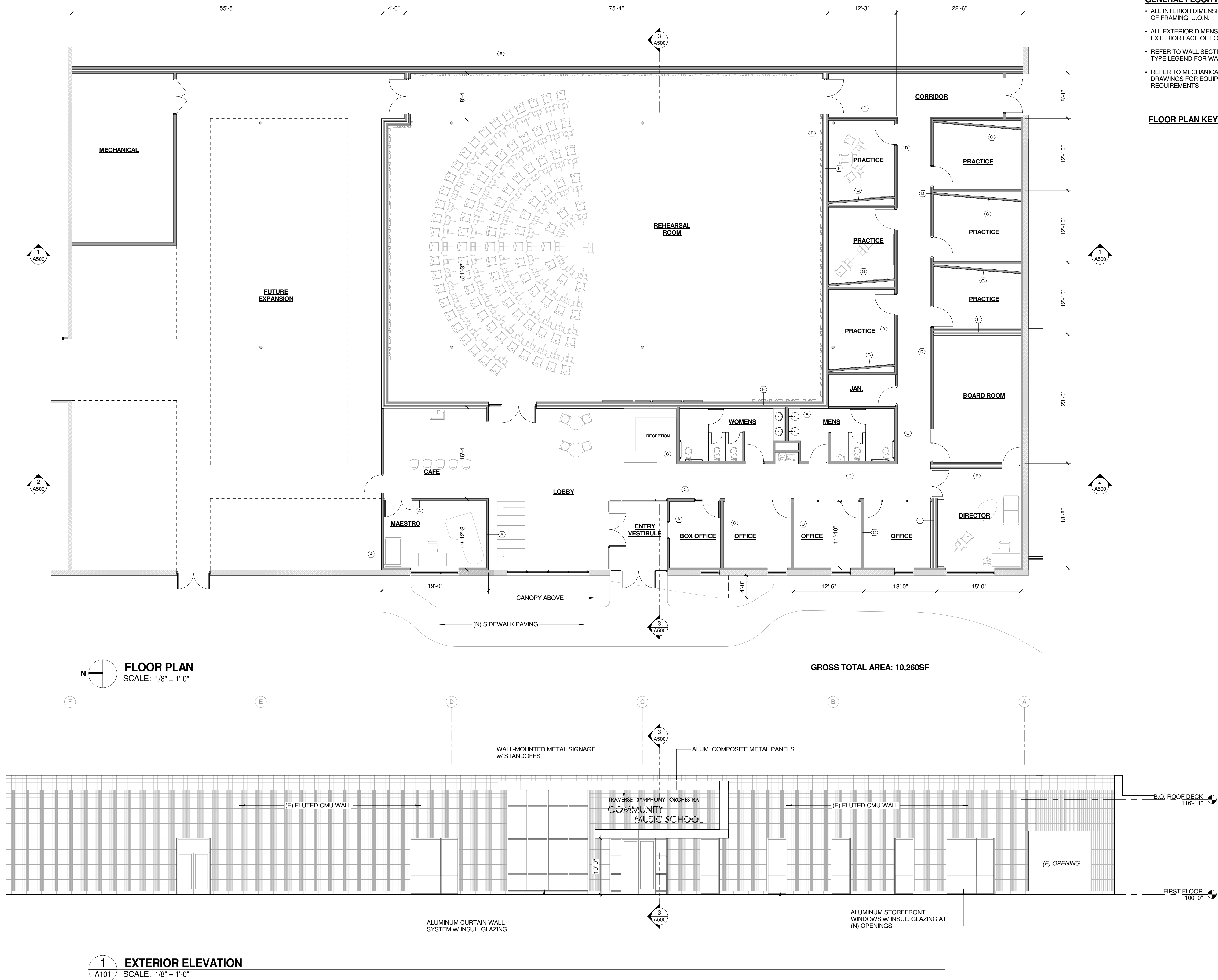
**22.508**

SHEET TITLE:

EXTERIOR VIEW

**A200**











LANDSCAPING COMPLIANCE NOTES:

- INTERIOR PARKING LANDSCAPE AREAS ARE SHOWN TO BE UPDATED BASED ON SECTION 532:
  - ALL PARKING AREAS WITH 2 OR MORE PARKING AISLES SHALL REQUIRE INTERIOR LANDSCAPED AREAS OF AT LEAST 10 SQUARE FEET FOR EACH PARKING SPACE. SUCH INTERIOR LANDSCAPED AREAS SHALL BE LOCATED WITHIN THE PERIMETER OF THE PARKING AREA SURFACE.
  - LANDSCAPING, FOR THE PURPOSES OF THIS SUBSECTION, SHALL MEAN SOME COMBINATION OF PLANTED TREES, SHRUBS, VINES, GROUND COVER, FLOWERS OR LAWNS. IN ADDITION, THE COMBINATION OF DESIGN MAY INCLUDE ROCK GROUND COVER NOT TO EXCEED TWENTY PERCENT (20%) OF THE TOTAL OF ANY LANDSCAPED AREA, EARTH MOUNDS, AND SUCH STRUCTURAL FEATURES AS FOUNTAINS, POOLS, ART WORKS, SCREENS, WALLS, FENCES OR BENCHES, BUT SUCH OBJECTS ALONE SHALL NOT MEET THE REQUIREMENTS OF THIS SUBSECTION.
  - THE SELECTED COMBINATION OF PLANT MATERIALS SHALL BE A HARMONIOUS BLEND OF LIVING DECIDUOUS AND EVERGREEN TREES, SHRUBS AND VINES SO ARRANGED TO PRESENT AN AESTHETICALLY PLEASING WHOLE.
  - EACH INTERIOR LANDSCAPE AREA SHALL INCLUDE 1 OR MORE CANOPY TREES PER EACH 100 SQUARE FEET OF INTERIOR LANDSCAPING AREA.
  - SIGNIFICANTLY MOUNDED ISLANDS OF INTERIOR LANDSCAPE AREA, WHICH LIMIT THE ABILITY OF NATURAL RAINWATER TO REACH THE VEGETATION'S ROOTS, ARE DISCOURAGED.
  - PLANTING STRIPS SHALL BE A MINIMUM OF 10 FEET IN WIDTH.
  - TREES SHALL BE PLANTED WITHIN AN ISLAND AT LEAST 10 FEET WIDE BY 18 FEET DEEP.
  - INTERIOR LANDSCAPE AREAS SHALL BE DESIGNED SO AS TO CREATE MINIMAL INTERFERENCE WITH SNOW REMOVAL.
  - INCORPORATING AND CONSOLIDATING REQUIRED INTERIOR PARKING LOT LANDSCAPING AREAS AS A FUNCTIONAL ELEMENT OF SITE DESIGN IS ENCOURAGED AND IN SOME INSTANCES MAY BE REQUIRED. EXAMPLES MAY INCLUDE INCORPORATING STORMWATER MANAGEMENT, WALKWAYS, OR COMMON AREA WITH REQUIRED INTERIOR LANDSCAPE AREAS.
- IN ADDITION TO ADDING TREES WITHIN EXISTING ISLANDS, WORK WILL ALSO INCLUDE CLEANING OLD MULCH FROM ISLANDS, PRUNING EXISTING TREES, AND PLACING NEW MULCH.

EXISTING PARKING LANDSCAPE ISLAND AREAS		
AREA ID (NO.)	EA AREA (SFT)	TOTAL AREA (SFT)
L1	490	490
L2	660	660
L3	360	360
L4	765	765
L5	195	195
TOTAL EXISTING AREA		2470
REQUIRED: 84 SPCS X 10 SFT/EA		840
REQUIRED CANOPY TREES: 1/100 SFT		25
EXISTING TREES		12
PROPOSED TREES		13

CONSTRUCTION KEYED NOTES

DESCRIPTION	DETAIL #/SHEET
1 CONSTRUCT INTEGRAL SIDEWALK AND CURB TO ACCOMMODATE NEW VESTIBULE	1 / C102
2 MARK CROSSWALK AND CONSTRUCT SIDEWALK CONNECTION TO FUTURE SITE CIRCULATION WALK	2 / C102
3 CONSTRUCT CONCRETE SURFACE FOR MOUNTING BIKE RACKS	2 / C102
4 CONSTRUCT MDOT TYPE P CURB RAMP	3 / C102
5 REPLACE BITUMINOUS PAVEMENT	4 / C102
6 HANDICAP PARKING SIGN	5 / C102
7 HANDICAP PARKING SIGN - DOUBLE SIDED	5 / C102
8 BIKE RACKS	6 / C102

LANDSCAPING & GROUNDCOVER SCHEDULE

KEY	BOTANICAL NAME COMMON NAME	MIN. REQ'D SIZE
A.r.	<i>Acer rubrum</i> 'October Glory' 'October Glory' Red Maple	2.5-3" cal.B&B
I.I.	<i>Ilex verticillata</i> Winterberry	#5 POT
F.i.	<i>Forsythia x intermedia</i> Border Forsythia	#5 POT

MULCH REPLACEMENT AREA

NEW MULCH

ENLARGED TSO SITE PLAN

SCALE 1" = 20'

SITE DEMOLITION PLAN

SCALE 1" = 20'

DEMOLITION KEY NOTES

DESCRIPTION	HATCH AREA
1 REMOVE EXISTING INTEGRAL CURB/SIDEWALK	
2 REMOVE EXISTING ASPHALT PAVEMENT	

NOTE: SAWCUT ALL EXISTING CONCRETE AND PAVEMENT AT REMOVAL LIMITS

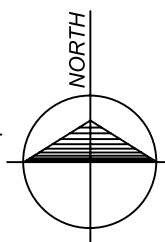


DETAILED SITE PLANS  
TSO COMMUNITY MUSIC SCHOOL  
CUNNINGHAM-LIMP

Date Issued: 11-09-2023  
Date Surveyed: 10-25-23  
Designed By: RMV  
Drawn By: RMV  
Checked By: RMV  
Scale: AS NOTED  
Original sheet size is 22x34  
Location: PART OF THE NE 1/4 OF THE SE 1/4 SECTION 14, T27N, R11W GARFIELD TOWNSHIP GRAND TRAVERSE COUNTY MICHIGAN  
Project Number: 2023107002  
Sheet:

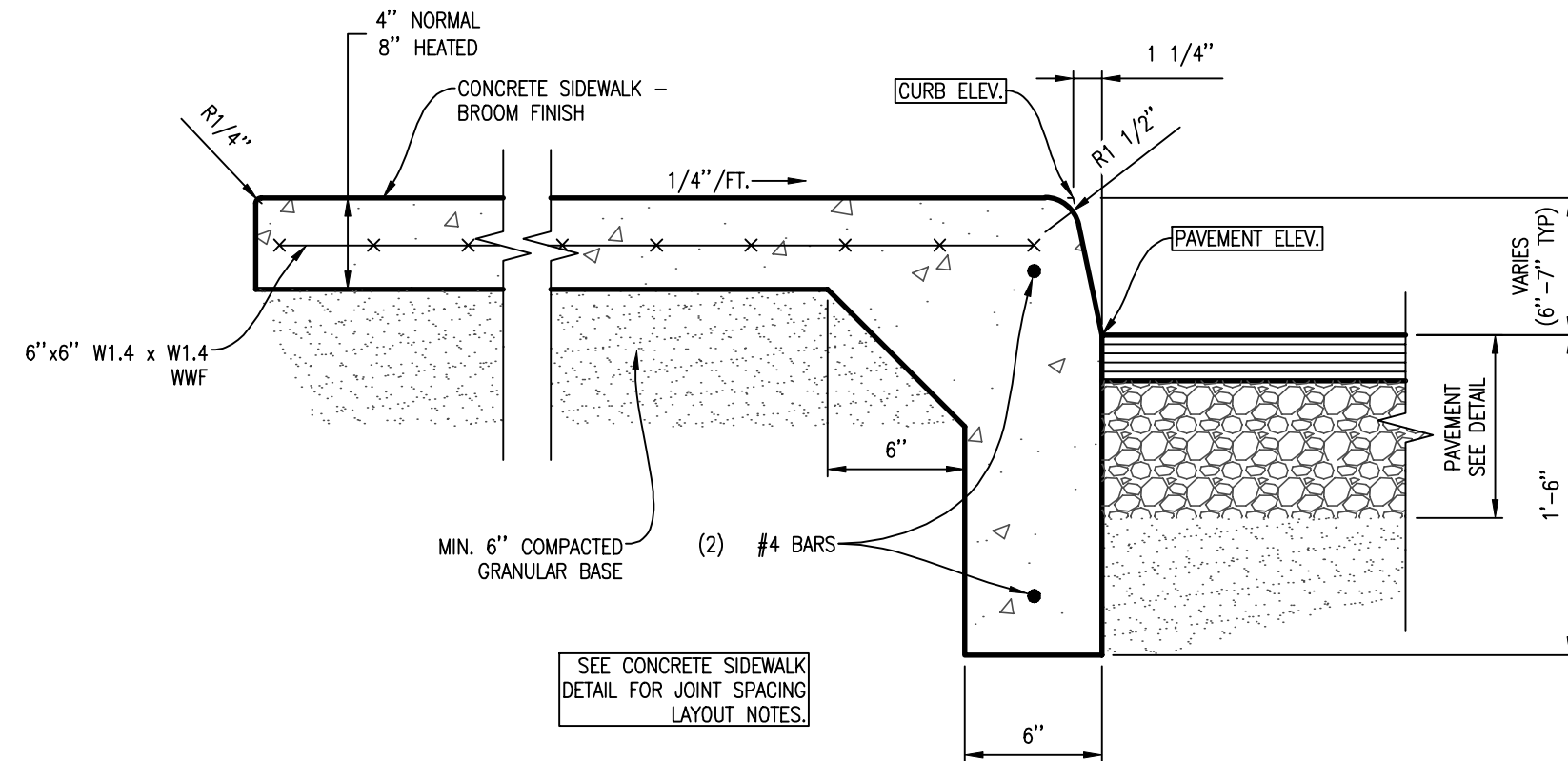
C101





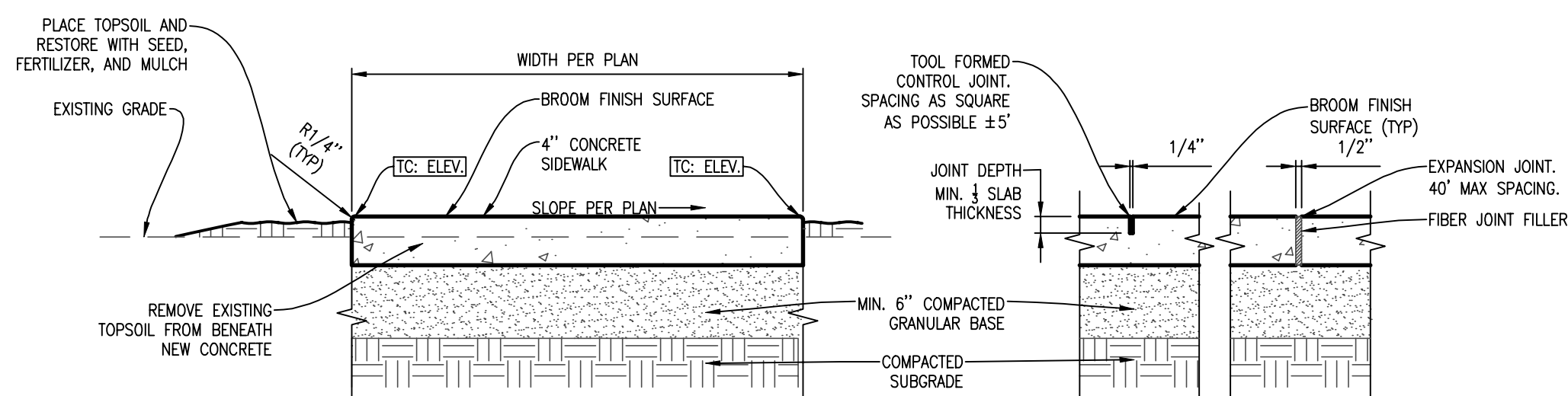
## GRADINGLEGEND

- |  |   |
|--|---|
| ✖ <span style="border: 1px solid black; padding: 2px;">615.25</span><br><span style="border: 1px solid black; padding: 2px;">614.75</span> | PROPOSED TOP CURB WALK GRADE<br>PROPOSED PAVEMENT GRADE |
| ✖ <span style="border: 1px solid black; padding: 2px;">614.75</span>   | PROPOSED FINISHED GRADE                                 |
| +588.28  | MATCH EXISTING SPOT GRADE                               |



### INTEGRAL SIDEWALK AND CURB DETAIL

NOT TO SCALE

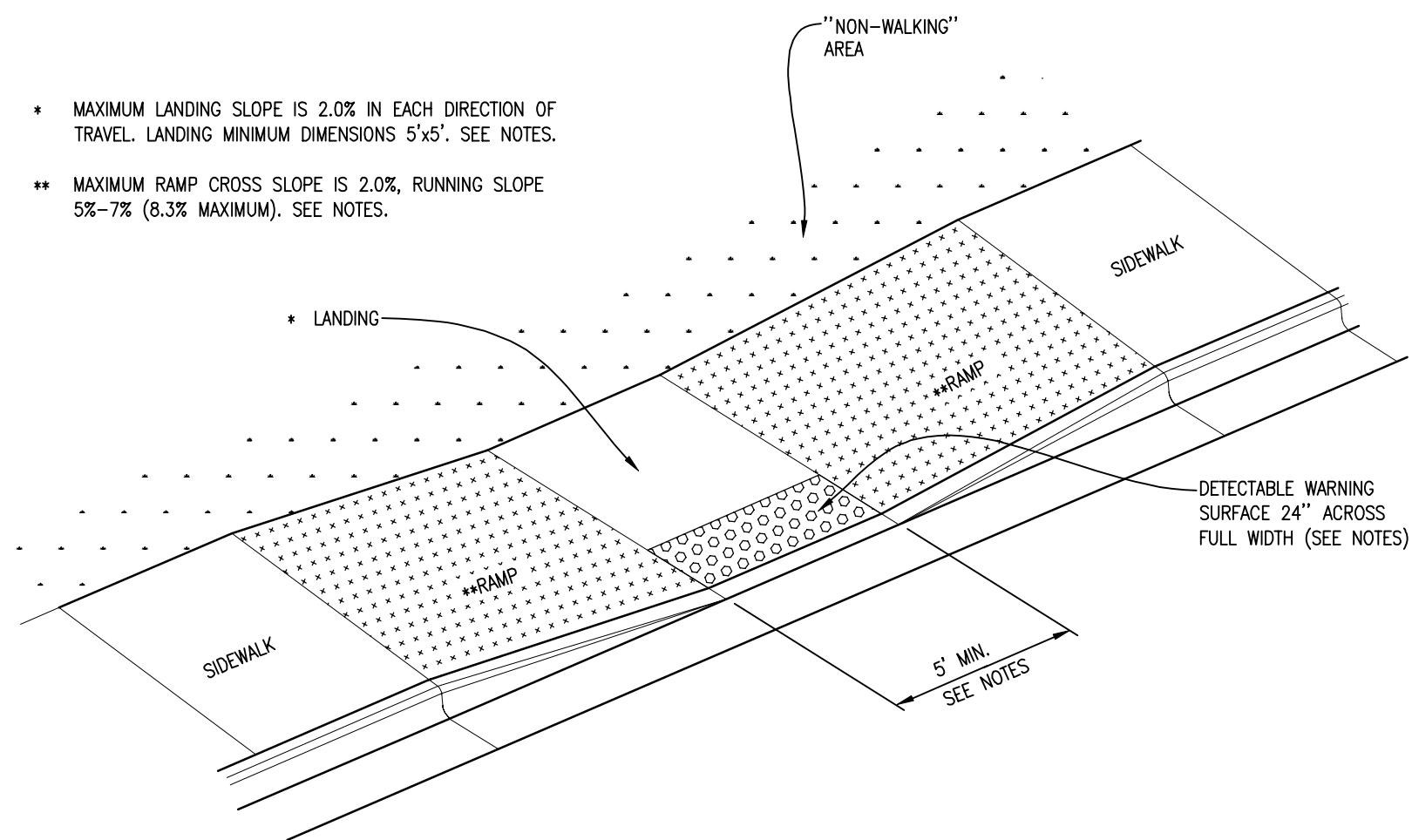


### PERPENDICULAR SECTION

### LONGITUDINAL SECTION

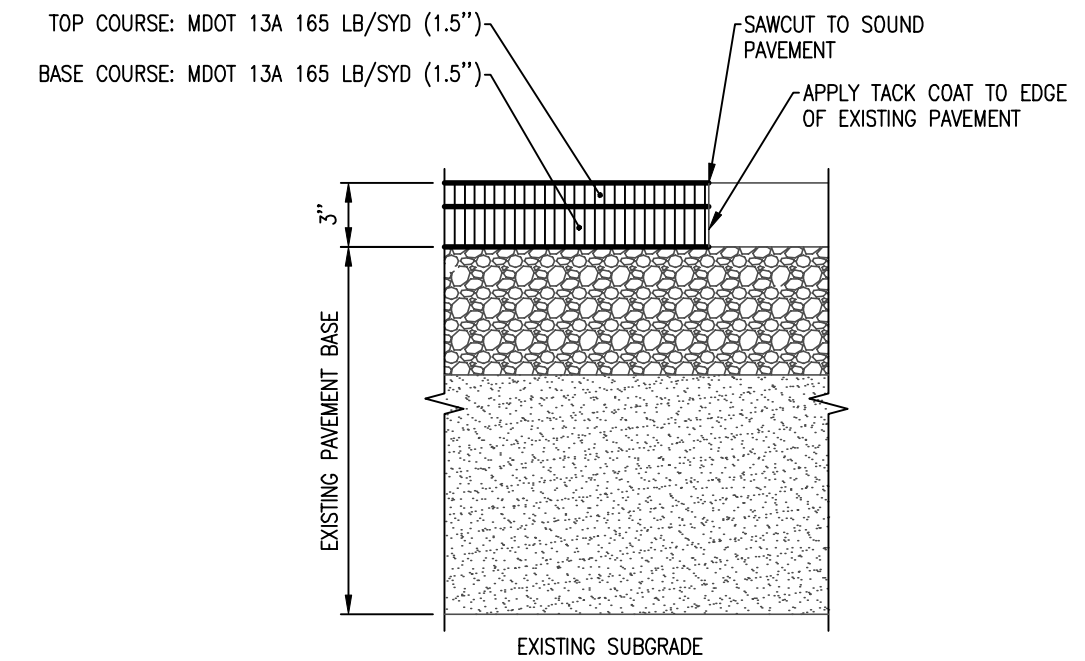
### TYPICAL CONCRETE SIDEWALK DETAIL

NOT TO SCALE



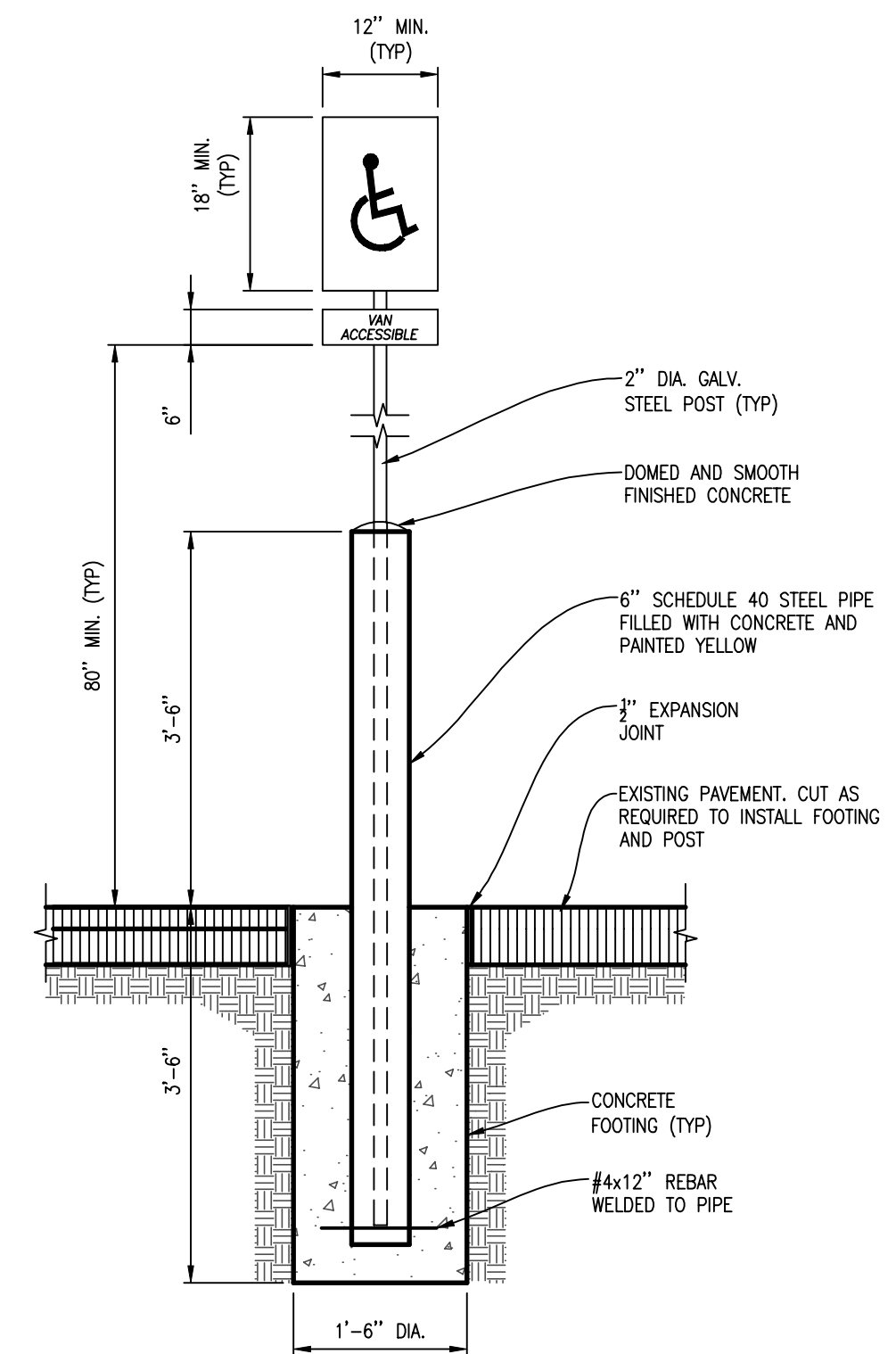
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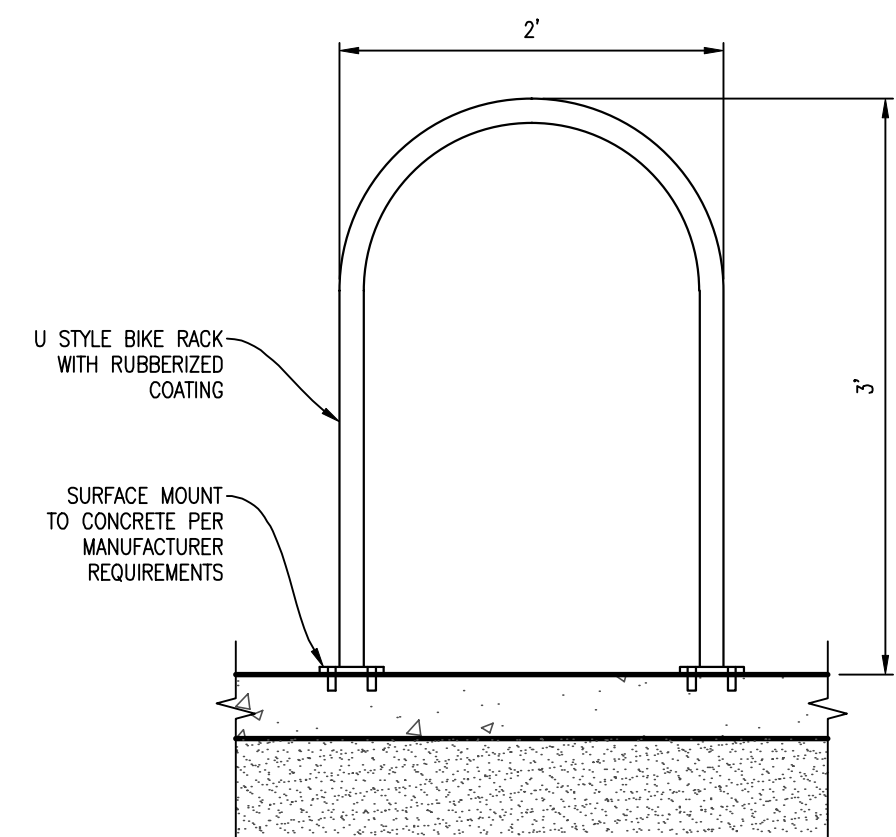
### TYPICAL PAVEMENT REPAIR DETAIL

NOT TO SCALE



### HANDICAP SIGN DETAIL

NOT TO SCALE



## TYPICAL BIKE RACK DETAIL

NOT TO SCALE



**Gosling Czubak**  
engineering sciences, inc.  
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Traverse City, Michigan  
231-946-9191 phone  
info@goslingczubak.com  
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LANDSCAPE ARCHITECTURE**

[illegible]

**GRADING PLAN & SITE DETAILS**  
**TSO COMMUNITY MUSIC SCHOOL**  
**CUNNINGHAM-LIMP**

Date Issued:	11-09-2023
Date Surveyed:	10-25-23
Assigned By:	RMV
Drawn By:	RMV
Checked By:	
Scale:	AS NOTED

Original sheet size is 22x34

location:  
PART OF THE NE 1/4 OF THE SE 1/4  
SECTION 14, T27N, R11W  
GARFIELD TOWNSHIP  
GRAND TRAVERSE COUNTY  
MICHIGAN

Project Number:  
2023107002

heet:

**C102**



Schedule										
Symbol	Label	Image	QTY	Manufacturer	Catalog	Description	Number Lamps	Lamp Output	LLF	Input Power
	SA		4	Lithonia Lighting	DSX1 LED P4 35K 80CRI TFTM on 20' pole	D-Series Size 1 Area Luminaire P4 Performance Package 3500K CCT 80 CRI Forward Throw	1	14738	1	247.88
	SB		0	Lithonia Lighting	DSX1 LED P4 35K 80CRI TFTM on 20' pole	D-Series Size 1 Area Luminaire P4 Performance Package 3500K CCT 80 CRI Forward Throw	1	14738	1	123.94

Max: 13279cd

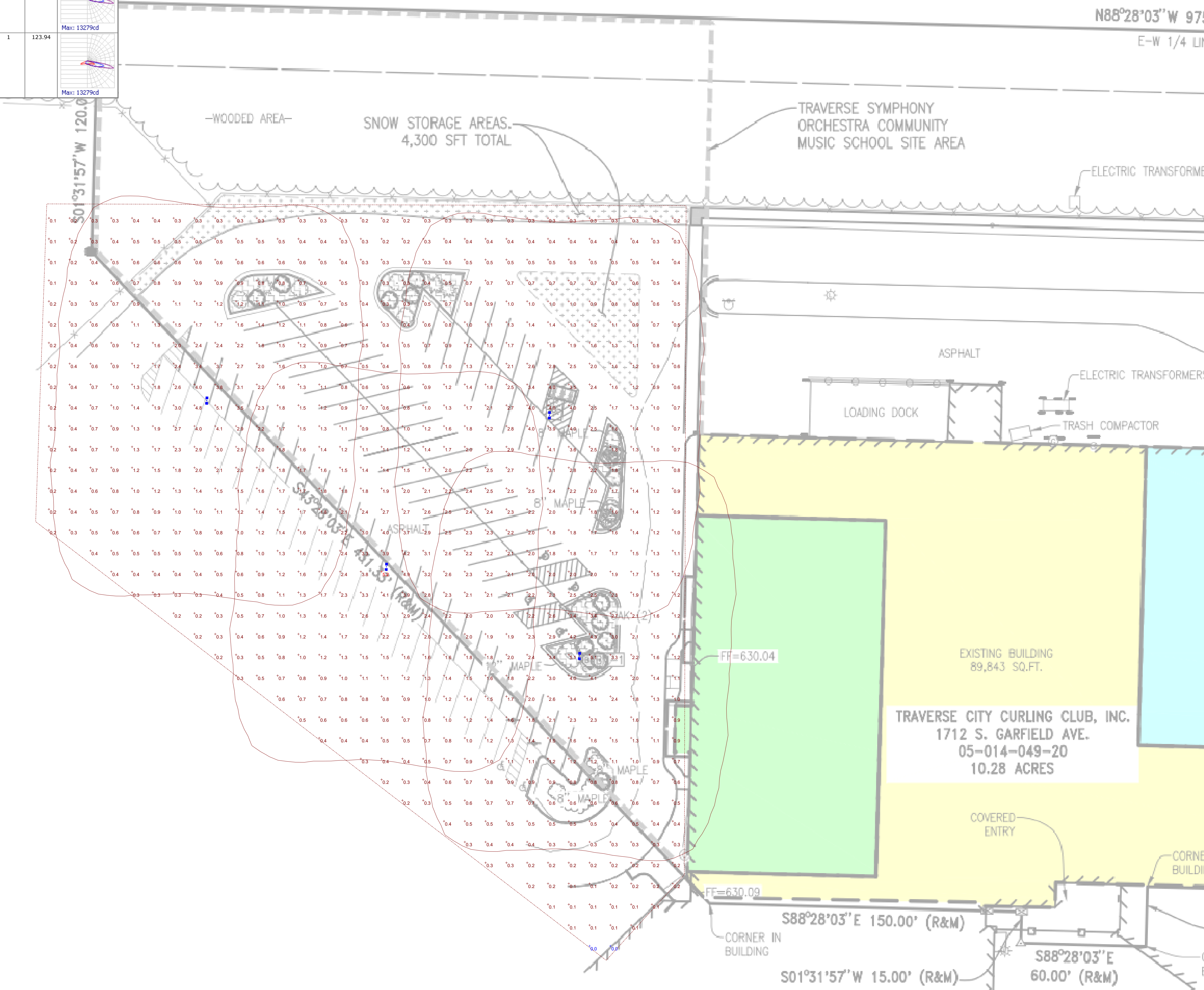
Max: 13279cd

N88°28'03"W 975'

E-W 1/4



1426 TRADE CENTRE DRIVE, TRAVERSE CITY, MICHIGAN 49696 (231) 534-0571







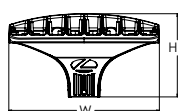
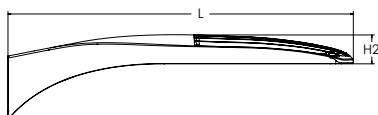
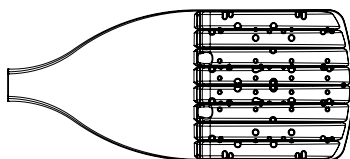
# D-Series Size 1 LED Area Luminaire



d#series

## Specifications

EPA:	0.69 ft <sup>2</sup> (0.06 m <sup>2</sup> )
Length:	32.71" (83.1 cm)
Width:	14.26" (36.2 cm)
Height H1:	7.88" (20.0 cm)
Height H2:	2.73" (6.9 cm)
Weight:	34 lbs (15.4 kg)



Catalog  
Number

Notes

Type

Hit the Tab key or mouse over the page to see all interactive elements.

## Introduction

The modern styling of the D-Series features a highly refined aesthetic that blends seamlessly with its environment. The D-Series offers the benefits of the latest in LED technology into a high performance, high efficacy, long-life luminaire.

The photometric performance results in sites with excellent uniformity, greater pole spacing and lower power density. D-Series outstanding photometry aids in reducing the number of poles required in area lighting applications with typical energy savings of 65% and expected service life of over 100,000 hours.

## Ordering Information

**EXAMPLE:** DSX1 LED P7 40K 70CRI T3M MVOLT SPA NLTAIR2 PIRHN DDBXD

DSX1 LED											
Series	LEDs	Color temperature <sup>2</sup>	Color Rendering Index <sup>2</sup>	Distribution		Voltage	Mounting				
DSX1 LED	Forward optics		(this section 70CRI only)	AFR	Automotive front row	T5M	Type V medium	MVOLT	(120V-277V) <sup>4</sup>	Shipped included	
	P1	P6	30K 3000K	70CRI	T1S	Type I short	T5LG	Type V low glare	HVOLT		(347V-480V) <sup>5,6</sup>
	P2	P7	40K 4000K	70CRI	T2M	Type II medium	T5W	Type V wide	XVOLT	(277V - 480V) <sup>7,8</sup>	
	P3	P8	50K 5000K	70CRI	T3M	Type III medium	BLC3	Type III backlight control <sup>3</sup>	120 <sup>16, 26</sup>	RPA	Round pole mounting (#8 drilling)
	P4	P9	(this section 80CRI only, extended lead times apply)		T3LG	Type III low glare <sup>3</sup>	BLC4	Type IV backlight control <sup>3</sup>	208 <sup>16, 26</sup>	SPA5	Square pole mounting #5 drilling <sup>9</sup>
	P5				T4M	Type IV medium			240 <sup>16, 26</sup>		
	P10 <sup>1</sup>	P12 <sup>1</sup>	27K 2700K	80CRI	T4LG	Type IV low glare <sup>3</sup>	LCCO	Left corner cutoff <sup>3</sup>	277 <sup>16, 26</sup>	RPA5	Round pole mounting #5 drilling <sup>9</sup>
	P11 <sup>1</sup>	P13 <sup>1</sup>	30K 3000K	80CRI	TFTM	Forward throw medium	RCCO	Right corner cutoff <sup>3</sup>	347 <sup>16, 26</sup>	SPA8N	Square narrow pole mounting #8 drilling
			35K 3500K	80CRI					480 <sup>16, 26</sup>	WBA	Wall bracket <sup>10</sup>
			40K 4000K	80CRI						MA	Mast arm adapter (mounts on 2 3/8" OD horizontal tenon)
			50K 5000K	80CRI							

Control options	Other options	Finish (required)
<b>Shipped installed</b>	<b>Shipped installed</b>	<b>DDBXD</b> Dark Bronze
<b>NLTAIR2 PIRHN</b> nLight AIR gen 2 enabled with bi-level motion / ambient sensor, 8-40' mounting height, ambient sensor enabled at 2fc. <sup>11, 12, 20, 21</sup>	<b>SPD20KV</b> 20KV surge protection	<b>DBLXD</b> Black
<b>PIR</b> High/low, motion/ambient sensor, 8-40' mounting height, ambient sensor enabled at 2fc. <sup>13, 20, 21</sup>	<b>HS</b> Houseside shield (black finish standard) <sup>22</sup>	<b>DNAXD</b> Natural Aluminum
<b>PER</b> NEMA twist-lock receptacle only (controls ordered separate) <sup>14</sup>	<b>L90</b> Left rotated optics <sup>1</sup>	<b>DWHXD</b> White
<b>PER5</b> Five-pin receptacle only (controls ordered separate) <sup>14, 21</sup>	<b>R90</b> Right rotated optics <sup>1</sup>	<b>DBTDXD</b> Textured dark bronze
	<b>CCE</b> Coastal Construction <sup>23</sup>	<b>DBLBXD</b> Textured black
	<b>HA</b> 50°C ambient operation <sup>24</sup>	<b>DNATXD</b> Textured natural aluminum
	<b>BAA</b> Buy America(n) Act Compliant	<b>DWHGXD</b> Textured white
	<b>SF</b> Single fuse (120, 277, 347V) <sup>26</sup>	
	<b>DF</b> Double fuse (208, 240, 480V) <sup>26</sup>	
	<b>Shipped separately</b>	
	<b>EGSR</b> External Glare Shield (reversible, field install required, matches housing finish)	
	<b>BSDB</b> Bird Spikes (field install required)	



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COMMERCIAL OUTDOOR



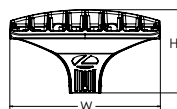
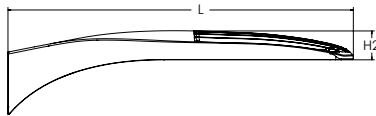
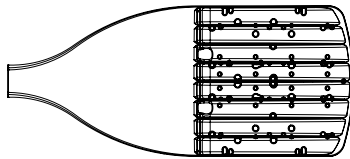
# D-Series Size 1 LED Area Luminaire



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## Ordering Information

**EXAMPLE:** DSX1 LED P7 40K 70CRI T3M MVOLT SPA NLTAIR2 PIRHN DDBXD


DSX1 LED						
Series	LEDs	Color temperature <sup>2</sup>	Color Rendering Index <sup>2</sup>	Distribution		Mounting
DSX1 LED	<b>Forward optics</b>	(this section 70CRI only)		AFR	Automotive front row	<b>Shipped included</b> <b>SPA</b> Square pole mounting (#8 drilling) <b>RPA</b> Round pole mounting (#8 drilling) <b>SPA5</b> Square pole mounting #5 drilling <sup>9</sup> <b>RPA5</b> Round pole mounting #5 drilling <sup>9</sup> <b>SPA8N</b> Square narrow pole mounting #8 drilling <b>WBA</b> Wall bracket <sup>10</sup> <b>MA</b> Mast arm adapter (mounts on 2 3/8" OD horizontal tenon)
	P1 P6	30K 3000K	70CRI	T1S	Type I short	
	P2 P7	40K 4000K	70CRI	T2M	Type II medium	
	P3 P8	50K 5000K	70CRI	T3M	Type III medium	
	P4 P9	(this section 80CRI only, extended lead times apply)		T3LG	Type III low glare <sup>3</sup>	
	P5			T4M	Type IV medium	
	<b>Rotated optics</b>			T4LG	Type IV low glare <sup>3</sup>	
	P10 <sup>1</sup> P12 <sup>1</sup>	27K 2700K	80CRI	<b>TFTM</b>	Forward throw medium	
	P11 <sup>1</sup> P13 <sup>1</sup>	30K 3000K	80CRI	LCCO	Left corner cutoff <sup>3</sup>	
		35K 3500K	80CRI	RCCO	Right corner cutoff <sup>3</sup>	
		40K 4000K	80CRI			
		50K 5000K	80CRI			
Voltage		Mounting				
<b>MVOLT</b> (120V-277V) <sup>4</sup>						
<b>HVOLT</b> (347V-480V) <sup>5,6</sup>						
<b>XVOLT</b> (277V - 480V) <sup>7,8</sup>						
120 <sup>16, 26</sup>						
208 <sup>16, 26</sup>						
240 <sup>16, 26</sup>						
277 <sup>16, 26</sup>						
347 <sup>16, 26</sup>						
480 <sup>16, 26</sup>						

Control options	Other options	Finish (required)
<b>Shipped installed</b> <b>NLTAIR2 PIRHN</b> nLight AIR gen 2 enabled with bi-level motion / ambient sensor, 8-40' mounting height, ambient sensor enabled at 2fc. <sup>11, 12, 20, 21</sup> <b>PIR</b> High/low, motion/ambient sensor, 8-40' mounting height, ambient sensor enabled at 2fc. <sup>13, 20, 21</sup> <b>PER</b> NEMA twist-lock receptacle only (controls ordered separately) <sup>14</sup> <b>PER5</b> Five-pin receptacle only (controls ordered separately) <sup>14, 21</sup>	<b>PER7</b> Seven-pin receptacle only (controls ordered separately) <sup>14, 21</sup> <b>FAO</b> Field adjustable output <sup>15, 21</sup> <b>BL30</b> Bi-level switched dimming, 30% <sup>16, 21</sup> <b>BL50</b> Bi-level switched dimming, 50% <sup>16, 21</sup> <b>DMG</b> 0-10v dimming wires pulled outside fixture (for use with an external control, ordered separately) <sup>17</sup> <b>DS</b> Dual switching <sup>18, 19, 21</sup>	<b>Shipped installed</b> <b>SPD20KV</b> 20KV surge protection <b>HS</b> Houseside shield (black finish standard) <sup>22</sup> <b>L90</b> Left rotated optics <sup>1</sup> <b>R90</b> Right rotated optics <sup>1</sup> <b>CCE</b> Coastal Construction <sup>23</sup> <b>HA</b> 50°C ambient operation <sup>24</sup> <b>BAA</b> Buy America(n) Act Compliant <b>SF</b> Single fuse (120, 277, 347V) <sup>26</sup> <b>DF</b> Double fuse (208, 240, 480V) <sup>26</sup> <b>Shipped separately</b> <b>EGSR</b> External Glare Shield (reversible, field install required, matches housing finish) <b>BSDB</b> Bird Spikes (field install required)
		<b>DDBXD</b> Dark Bronze <b>DBLXD</b> Black <b>DNAXD</b> Natural Aluminum <b>DWHXD</b> White <b>DBLTXD</b> Textured dark bronze <b>DBLBXD</b> Textured black <b>DNATXD</b> Textured natural aluminum <b>DWHGXD</b> Textured white



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 <b>Charter Township of Garfield</b> <b>Planning Department Report No. 2023-138</b>			
Prepared:	December 6, 2023	Pages:	8
Meeting:	December 13, 2023	Attachments:	<input checked="" type="checkbox"/>
Subject:	BATA/TCHC Transit-Oriented Mixed-Use PUD Minor Amendment		
File No.	PUD 2020-02-B	Parcel No.	05-023-042-40
Applicant:	Smith Henzy Affordable Group, Inc./Darren Smith		
Agent:	Mansfield Land Use Consultants/Doug Mansfield		
Owner:	Traverse City Housing Commission/Karl Fulmer		

**SUBJECT PROPERTY:**

The Bay Area Transportation Authority (BATA) and Traverse City Housing Commission (TCHC) Transit-Oriented Mixed-Use Planned Unit Development (PUD) located north of Hammond Road and east off LaFranier Road was approved on March 22, 2022 (PUD 2020-02). This current application is for a proposed amendment for the portion of the PUD containing The Flats at Carriage Commons. Known as the Residential Phase, this part of the PUD was originally approved for 210 multi-family residential units in five 3-story buildings, 15 single-family residential lots, a 4,000-square-foot childcare center, and a 2,940-square-foot café/neighborhood commercial building.

An Administrative Amendment (PUD 2020-02-A) was approved on July 26, 2022 to shift Apartment Building #5 to the south approximately 90 feet to clear the area of the DTE gas pipeline easement. The proposed change involved minor adjustments to the location of utilities, parking, walkways, and landscaping. The vehicular and pedestrian circulation generally remained the same as the previously approved PUD layout. This current request is the second amendment to the original, approved PUD plan.

*Aerial image of the subject property (property lines highlighted in a heavy blue line):*



**PURPOSE OF APPLICATION:**

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 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 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.

The proposed amendment as submitted in the application has been determined to be a Minor Amendment to the PUD pursuant to Section 423 of the Zoning Ordinance.

**SITE DESIGN AND ZONING COMPLIANCE OVERVIEW:**

In approving any special use permit or amendment pursuant to Section 423 of the Zoning Ordinance, the Planning Commission may impose such reasonable standards, conditions, or requirements, in addition to or that supersede any standard specified in this ordinance, as it may deem necessary to protect the public interest and welfare. Such additional standards may include, but need not be limited to:

- a) Financing;
- b) Availability of adequate public facilities or services;
- c) Dedication of land;
- d) Reservation of land;
- e) Creation of special assessment districts;
- f) Creation of restrictive covenants or easements;
- g) Special setbacks;
- h) Yard requirements;
- i) Increased screening or landscaping requirements;
- j) Area requirements;
- k) Development phasing; or
- l) Standards pertaining to traffic, circulation, noise, lighting, hours of operation, protection of environmentally sensitive areas, and similar characteristics.

**60 PERCENT REQUIREMENT:**

Pursuant to Section 425.J(2) of the Zoning Ordinance, with an application to amend an approved PUD, the application shall include written consent to the application by the owner(s) of at least sixty (60) percent of approved development sites or land area within the planned development. In this case, the application is on behalf of the owner, TCHC, who owns 62.8% of the total land area in the PUD. While not required, TCHC received a letter of support from BATA which owns the remaining 37.2% of the total land area in the PUD.



**SITE PLAN ELEMENTS:**

Staff offers the following comments regarding site design and compliance with the Zoning Ordinance:

*Building Height*

The original approved PUD consisted of five 3-story apartment buildings with gabled roofs measuring 40-feet in height to the midpoint between the eave and the ridge.

The proposed amendment is to adjust the plan for five apartment buildings with flat roofs of varying heights. To accommodate a new fourth floor, two buildings will have an increased height of five feet for a total building height of 45 feet. The three other buildings will remain at three stories and have a decreased height of four feet for a total building height of 36 feet.

The Planning Commission does have the ability to alter dimensional standards. According to Section 426.E(2) Scope of Authority – Dimensional Standards of the Zoning Ordinance, “a planned unit development may alter and establish lot size limits, required facilities, buffers, open space areas, density limits, setback requirements, height limits, building size limits, off-street parking regulations, landscaping rules, miscellaneous regulations, and intensity limits where such regulations or changes are consistent with the intent of this section and the standards set forth herein.” In this case, the buildings are set back substantially from the nearest lot line. The building type mix, including varying heights, is also appropriate for the layout and design of the PUD.

*Building Footprints*

The varying proposed building footprints result in a 3,980 square foot reduction of building lot coverage. The applicant is adding a new 3,500 square foot clubhouse to the project. Even with the new clubhouse, there is an overall reduction of building lot coverage of 482 square feet.

*Building/Unit Mix*

The approved mix of buildings and units approved in 2022 was 210 multi-family residential units in five 3-story buildings with the following unit mix:

- 100 studio units (400 sf) – 48%
- 70 one-bedroom units (600 sf) – 33%
- 40 two-bedroom units (800 sf) – 19%

The breakdown of the residential units by building type as proposed by this amendment is as follows:

<b>Building Type and Residential Unit Mix</b>					
	<b>Phase 1</b>	<b>Phase 2</b>	<b>Phase 3</b>	<b>Phase 4</b>	<b>Total</b>
	<i>Two 3-story buildings, clubhouse, playground</i>	<i>One 4-story building</i>	<i>One 3-story building</i>	<i>One 4-story building</i>	
Studio	6	16	40	38	100
1-Bedroom	24	24	10	12	70
2-Bedroom	18	8	10	4	40
Total	48	48	60	54	210

*Other Elements*

While adjusting for the new building locations, the landscaping plan generally remains the same for the proposed amended area of the site plan. While included in the application as reference to previously approved elements, no changes are proposed for parking, signage, and lighting.

*Other Reviews*

Due to the building reconfigurations, the Township Engineer will be required to review and approve any changes to the proposed utilities and stormwater system. The proposed amendment will also require review and approval from Metro Fire.

**FINDINGS – SECTION 423.G(4)(b):**

A review of the criteria in Section 423.G(4)(b) of the Zoning Ordinance offers the following findings:

*(i) No previous amendments have been granted that, together with the proposed amendment, would exceed the standards of this section;*

This is the second amendment of the BATA TCHC Transit-Oriented Mixed-Use PUD since its original approval on March 22, 2022. The previous amendment was an Administrative Amendment approved on July 26, 2022 to relocate Apartment Building #5 from the DTE gas easement.

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, new unit mixes, and a new clubhouse. Specifically, the proposed amendment adjusts the plan for five apartment buildings with flat roofs of varying heights. To accommodate a new fourth floor, two buildings will have an increased height of five feet for a total building height of 45 feet. The three other buildings will remain at three stories and have a decreased height of five feet for a total building height of 35 feet.

The previous amendment along with this proposed amendment do not exceed the standards of this section.

*(ii) There will be no detrimental impact on any adjacent property caused by significant change in the appearance or use of the property or any other contributing factor;*

The proposed change in buildings, including new building configuration, new architecture, unit mixes, and new clubhouse, is not expected to create any detrimental impact on adjacent property.

*(iii) Nothing in the currently valid special use permit precludes or otherwise limits such expansion or enlargement;*

While there are several changes to the multi-family buildings to be constructed on the site, there are no new uses nor sizeable building expansions, including no increase in residential density. The current PUD approval does not restrict or prevent the proposed improvements.

*(iv) The proposal conforms to this ordinance and is in keeping with the spirit and intent of the master plan; and*

The proposed changes adjust the site to meet housing demands and provide an added amenity to the site with a new clubhouse for residents. These changes conform to the Zoning Ordinance and are in keeping with the spirit and intent of the Master Plan.

*(v) The amendment proposes no increase in density*

The proposed amendment to the PUD does not increase residential density.

**FINDINGS – SECTION 426.E(4):**

A review of the criteria in Section 426.E(4) of the Zoning Ordinance offers the following findings:

- (a) The uses will be compatible with the natural environment, and with adjacent and surrounding land uses and properties, and will not have an adverse economic, social or environmental impact on adjacent and surrounding land uses and properties;*

The PUD envisions residential, industrial/institutional, and commercial as the mix of uses for the site including TCHC residential housing buildings, BATA headquarters building and bus maintenance and storage facility, a bus transfer station with three shelters and bathroom facility, a childcare center, and a café. Collectively, these uses create a transit-oriented, mixed-use development, which is a type of urban development that includes residential, business, and other uses within walking distance of a central transit stop.

The transit-oriented design of the PUD presents an innovative and unique approach for this community. A goal of the overall development is to have the residents live next to a bus transfer station and take public transit to work or to other day-to-day destinations.

The proposed amendment alters the TCHC residential housing buildings and provides an additional amenity with a new clubhouse.

The site possesses natural features such as forested areas and open wetlands. A significant part of the natural features is to be preserved and provide an aesthetic and recreational asset to the overall development.

- (b) The uses will be compatible with the capacity of existing public services and facilities, or of planned and feasible future public services and facilities, and such use is consistent with the public health, safety and welfare of the Township residents;*

The PUD is in an area with a variety of existing residential, industrial, and commercial uses and served by existing available services. Engineering reviews have been completed and will continue as development proceeds to ensure that water and sewer service, road design, and emergency service requirements have been fully met.

- (c) The uses and development are warranted by the design of additional amenities made possible with, and incorporated by, the development proposal;*

The PUD includes complimentary uses for residents and workers including a bus transfer station, a childcare center, and a café. Outdoor amenities include a large natural conservation area, walking paths and boardwalks, play area, gazebo, pergola, and bird watching platform. The proposed amendment provides an additional amenity for residents with a new clubhouse.

- (d) Insofar as practicable, the landscape shall be preserved in its natural state by minimizing tree and soil disturbance and removal;*

The PUD has an extensive landscaping plan that utilizes existing trees where possible and provides landscape buffers with adjacent properties. Approximately 20 acres of preserved open space, including wetlands protected with a conservation easement. While small adjustments may be made around the building footprints, the proposed amendment does not alter this plan.

- (e) Existing important natural, historical and architectural features within the development shall be preserved;*

As part of the initial PUD review and approval, a wetland delineation for the site verified wetland locations to ensure that setback requirements are met to help preserve these important natural features. There are no known historical or architectural features on the site. The proposed amendment does not impact the wetlands.

- (f) Proposed buildings shall be sited harmoniously to the terrain and to other buildings in the vicinity that have a visual relationship to the proposed buildings;*

The PUD was approved for residential buildings and a childcare center on the northern portion of the site designed around a central open space in a design harmonious with one another while the bus headquarters and maintenance facilities were designed for the southern portion of the site. The entire site blends with the existing terrain and natural features. The proposed amendment does not alter this design plan.

- (g) With respect to vehicular and pedestrian circulation and parking, special attention shall be given to the location and number of access points to public streets, minimizing potential motorized/non-motorized conflict points, width of interior drives and access points, general interior circulation, separation of pedestrian and vehicular traffic, and the arrangement of parking areas that are safe and convenient and, insofar as is practicable, do not detract from the design of proposed structures and neighboring properties;*

The PUD includes roadways, drives, sidewalks, and walking paths laid out in a cohesive manner, including safe and separate areas for pedestrians and vehicles. The vehicular and pedestrian layout meets Township standards and was approved by the Grand Traverse County Road Commission. The proposed amendment does not alter this design plan.

- (h) Landscaping is provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property and, where applicable, to create a pleasant pedestrian scale outdoor environment;*

The PUD has a previously approved landscaping plan that is attractive and provides buffers where needed. The proposed amendment does not alter the plan.

- (i) The development consolidates and maximizes useable open space;*

The PUD provides approximately 16 acres of usable open space. Common areas and activities have also been identified, including walking paths and boardwalks, play area, gazebo, pergola, and bird watching platform. The proposed amendment does not alter nor impact the open space.

- (j) The benefits of the development are not achievable under any single zoning classification; and*

The PUD is a transit-oriented, mixed-use development which is not achievable under any single zoning district. The development includes residential, industrial/institutional, and commercial as the mix of uses for the site including TCHC residential housing buildings, BATA headquarters building and bus maintenance and storage facility, a bus transfer station, a driver's restroom building, a childcare center, and a café. Collectively, these uses

create a transit-oriented, mixed-use development, which is a type of urban development that includes residential, business, and other uses within walking distance of public transport, such as a central transit stop. It aims to increase public transport ridership by reducing the use of private cars and by promoting sustainable urban growth.

Collectively, the proposed development includes the following unique aspects:

- i. Housing next to the bus transfer station allows residents and neighbors to take public transit to work or to other day-to-day destinations.
- ii. Locating the bus transfer station on the same site as BATA headquarters affords improved operations as the regional transit provider all at one location.
- iii. Housing on the same site may provide a residential opportunity for BATA employees.
- iv. The childcare center and supportive neighborhood commercial uses benefit residents, employees, and neighbors.
- v. The site is designed as a well-planned campus that includes usable open space features.

The proposed amendment does not alter this overall design for the PUD.

*(k) The development is compatible with the intent and purpose of the adopted master plan.*

The PUD presents an overall mix of uses which are complementary with one another and are compatible with the surrounding existing and planned development. The adopted Master Plan also states several implementation objectives for housing which may be advanced by this project, including the following objective:

*Continue to use the Township's Zoning Ordinance to encourage a wide variety of housing type and densities, as well as the mixing of residential uses with commercial and light-industrial uses where compatible.*

The site is located within an area of other compatible institutional uses, including the Grand Traverse County Road Commission, Cherryland Humane Society, Prince of Peace Church (approved site plan), Grand Traverse County Health Department, and the Grand Traverse County Public Services Building.

The residential phase includes 225 total residential units proposed on the 31.7-acre residential phase equals 7.1 units per acre. The proposed amendment does not alter this overall design for the PUD.

#### **ACTION REQUESTED:**

For this application for a Minor Amendment of a PUD, the Planning Commission is the final approval authority. Following an opportunity for applicant presentation and Planning Commission discussion, if the Commission is prepared to make a decision, the following separate motions in support of approval are offered for consideration:

#### **MOTION #1:**

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

**MOTION #2:**

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.

Any additional information the Planning Commission determines to be necessary should be added to this motion.

**Attachments:**

1. Letter of Support from BATA per Section 425.J(2) of the Zoning Ordinance
2. Application from Mansfield Land Use Consultants dated November 29, 2023, including the following items:
  - a. Project Team
  - b. Impact Assessment
  - c. Building Façade Renderings
  - d. Project Data
  - e. Reference to Section 423 Special Use Permit Amendments and Approval Criteria
  - f. Site Plan Set (dated November 29, 2023)
  - g. Application Form



December 4, 2023

John Sych, Township Planner  
Garfield Township  
3848 Veterans Drive  
Traverse City, MI 49684

Dear Mr. Sych,

Please accept this letter as confirmation that the Bay Area Transportation Authority (BATA), 38% owner of the BATA/TCHC Transit Oriented Mixed Use Development PUD 2020-02 in Garfield Township, approves of the application for minor amendment by the applicant, the Traverse City Housing Commission.

The proposed PUD minor amendment addresses items specific to the residential portion under the PUD and BATA supports these changes.

Sincerely,

A handwritten signature in black ink, appearing to read "Kelly Dunham", with a long horizontal flourish extending to the right.

Kelly Dunham  
Executive Director, BATA

PUD 2020-02  
**Transit-Oriented Mixed-Use Development**

Residential Phase  
Application for Minor Amendment



**Traverse City Housing Commission  
Smith & Henzy Affordable Group**

**The Flats at Carriage Commons**

Submitted to  
**The Charter Township of Garfield**  
3848 Veterans Drive  
Traverse City, MI 49684  
231-941-1620





## PROJECT TEAM

**Applicant / Residential Landowner:**

Traverse City Housing Commission  
Karl Fulmer, Executive Director  
150 Pine Street  
Traverse City, MI 49684

Phone: (231) 282-9152  
Email: [kfulmer@tchousing.org](mailto:kfulmer@tchousing.org)

**Applicant / Residential Development Partner:**

Smith& Henzy Affordable Group Inc.  
Darren Smith, President  
Jake Zunamon, SVP of Development  
1100 NW 4<sup>th</sup> Avenue  
Delray Beach, FL 33444

Phone: (847) 868-6221  
Email: [jzunamon@smithhenzy.com](mailto:jzunamon@smithhenzy.com)

**Architectural Consultant:**

Progressive AE  
Michael A. Wychers, Senior Architect  
1811 4 Mile Rd. NE  
Grand Rapids, MI 49525

Phone: (616) 988-4887  
Email: [wychersm@progressiveae.com](mailto:wychersm@progressiveae.com)

**Engineering Consultant (Agent):**

Mansfield Land Use Consultants  
Douglas Mansfield, President  
830 Cottageview Drive, Suite 201  
Traverse City, MI 49684

Phone: (231) 946-9310  
Email: [doug@maaeps.com](mailto:doug@maaeps.com)



## IMPACT ASSESSMENT

### **Background**

The BATA/TCHC Transit-Oriented Mixed-Use Development PUD 2020-02 was finalized in the spring of 2022. The more than 50-acre parcel is located at the northeast corner of LaFranier and Hammond Roads in Garfield Township centrally located for both transit and housing needs. The location of this project uniquely supports the LaFranier Corridor linking housing, transportation, health care, assisted living, higher education and other public and community services located nearby, while preserving more than 20 acres of forested wetlands. The project is a partnership between BATA to develop the transit component and the Traverse City Housing Commission (TCHC) to develop the residential and supporting uses including a café, a stand-alone childcare facility, and the preservation of the headwaters of Mitchell Creek.

### **Transit Phase Update**

As of this date, the BATA transit component of the PUD including a new bus garage, maintenance and service facility, dispatch operations, administration offices and transfer station is well under construction with completion anticipated in 2024.

### **Residential Phase Update**

The Traverse City Housing Commission (TCHC) and Smith & Henzy Affordable Group, Inc (SHAG) have entered into a master development services agreement to develop The Flats at Carriage Commons. The Flats at Carriage Commons will offer a total of 210 units of residential development of affordable and workforce housing. 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 clubhouse and outdoor amenities. Phase I is being developed by The Flats Phase I LDHA, LLC, single purpose joint venture entity between TCHC and SHAG.

### **Request for Minor Amendment**

The requested PUD amendment relates only to the multi-family buildings of the residential phase of the overall development. Other residential and supporting land uses including the single-family residential lots, the café, childcare center and preserved open spaces remain unchanged.

This proposed amendment is to shift the location, size and height of the multi-family buildings within the established road network, parking lots and open spaces to accommodate the actual architecture and unit mixes as contemplated through the development partnership between the Traverse City Housing Commission and Smith & Henzy Affordable Group, Inc.

The original PUD contemplated five 3-story apartment buildings with gabled roofs measuring 40-feet in height to the midpoint between the eave and the ridge.

The proposed amendment is for 5 flat roofed apartment buildings of varying footprints and heights. Two of the five multistory buildings request a 5 feet (45 to the parapet of a flat roof) increase in height to accommodate a 4<sup>th</sup> floor. Conversely, three of the five multistory buildings will remain 3-stories and reduce height by 4 feet (36 feet to the parapet of a flat roof). The varying

proposed building footprints result in a 3,980sf reduction of building lot coverage. The applicant is adding a 3,500sf Clubhouse to the project, resulting in an overall reduction of building lot coverage of 482sf while also adding the community benefit of a clubhouse (accessory structure) to the project.

Please see the Residential Phase Project Data summary on the following pages for more specific accounting of the proposed modifications of regulatory standards of the established PUD.

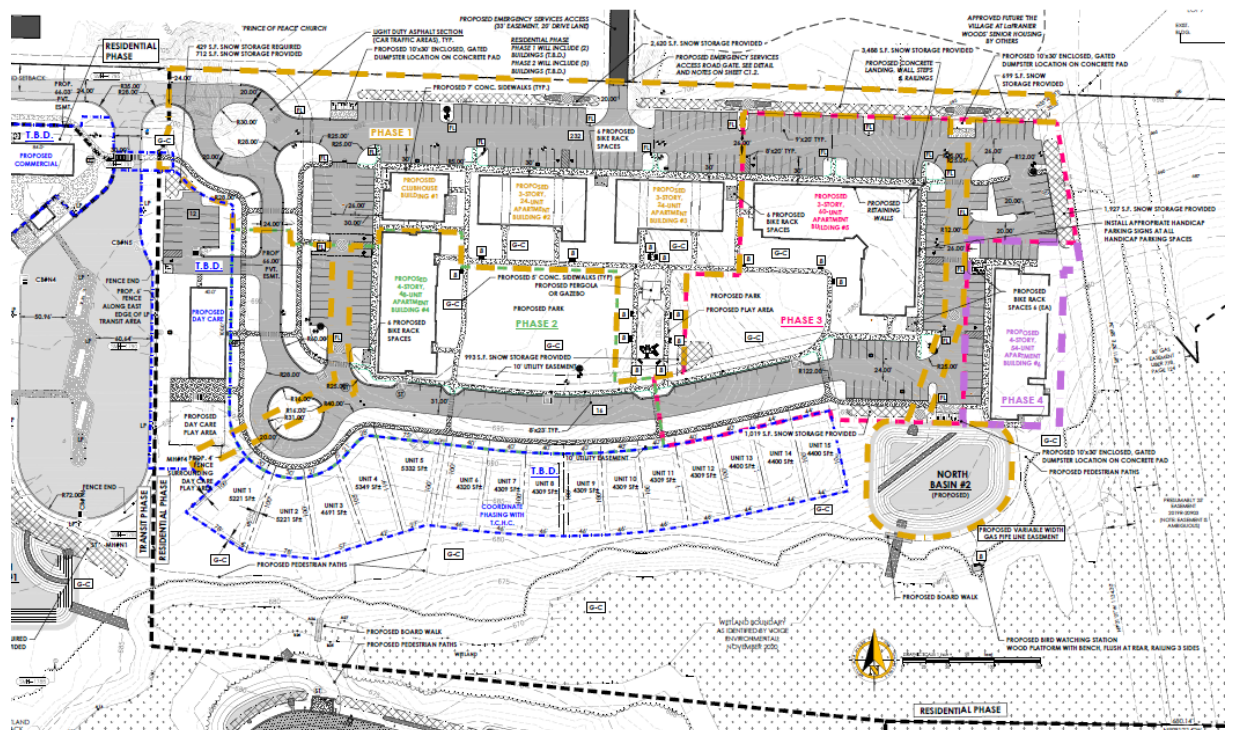
## PROPOSED 4-STORY BUILDING



**PROPOSED 3-STORY BUILDING**









## RESIDENTIAL PHASE PROJECT DATA

**Project Address:**

Carriage View Lane, Traverse City, MI 49686

**Project Parcel:**

Tax ID 28-05-023-042-40

**Project Size:**

33.43 acres gross (29 acres net)

**Existing Zoning:**

PUD 2020-02 Transit Oriented Mixed-Use Development (BATA/TCHC)  
A – Agriculture, underlying zoning

**Existing Land Use:**

Vacant Land

**Township Master Plan Use:**

High Density Residential (6-10 units per acre)

**Proposed Residential Phase Land Use:**

- Residential TC Housing Multi-Family, 5 buildings, 210 units  
A new 3,500sf Clubhouse amenity was added to the project.
- Residential TC Housing Single-Family, 15 lots
- Institutional Daycare, 4,000sf
- Commercial Café, 2,500sf
- Open Space Park Area, Preserved Wetland, Sidewalks, Trails

**Dimensional Standards:**

	<b>Zoning, A</b>	<b>MP R-3</b>	<b>PUD</b>	<b>PUD 2020-02</b>	<b>Amendment</b>
Height:	35ft	40ft	N/A	27-40ft	12-45ft
Front Yard Setback:	30ft	25ft	50ft	88+ft	88+ft
Side Yard Setback:	20ft	20ft	30ft	30+ft	30+ft
Rear Yard Setback:	35ft	20ft	30ft	N/A	N/A
Max. Lot Coverage:	20%	35%	N/A	28% (8 acres)	28% (8 acres net)
Usable Open Space:	N/A	N/A	20%	41% (12 acres)	41% (12 acres net)

### Multi-Family Building Lot Coverage

	<b>PUD 2020-02</b>		<b>Minor Amendment Request</b>			
	footprint	height	footprint	change	height	change
Building #1	10,360sf	40ft	6,770sf	(-3,590sf)	36ft	(-4ft)
Building #2	10,360sf	40ft	6,770sf	(-3,590sf)	36ft	(-4ft)
Building #3	10,360sf	40ft	9,625sf	(-735sf)	45ft	(+5ft)
Building #4	10,360sf	40ft	15,110sf	(+4,750sf)	36ft	(-4ft)
Building #5	10,360sf	40ft	9,585sf	(-775sf)	45ft	(+5ft)
Clubhouse	none		3,498sf (a new amenity)		12ft	
	51,840sf	40ft	51,358sf	(-482sf)	varies	(-4, +5)

### Multi-Family Phasing and Unit Mix

	<b>Phase 1</b> two 3-story buildings, clubhouse, park area, playground and sidewalks	<b>Phase 2</b> one 4-story building	<b>Phase 3</b> one 3-story building	<b>Phase 4</b> one 4-story building	<b>Total</b> 6 buildings 12-45ft high
Studio	6	16	40	38	100
1 Bedroom	24	24	10	12	70
2 Bedroom	18	8	10	4	40
Total	48	48	60	54	210

### Parking:

As a transit-oriented PUD providing opportunities for housing, services, and employment on site and within proximity via public and non-motorized transit systems, it is projected that there will be a reduction in the need for individual vehicle ownership and parking within the project site.

Use	Standard	Required	PUD 2020-02	Minor Amendment
Café (2,500sf)	1 per 250sf	10	10	no change
Daycare (4,000sf)	1 per 300sf	13	12*	no change
<i>*a relief from standard was granted due to the proximity to housing.</i>				
Single-Family (15)	1.5 per dwelling unit	23	23	no change
Multi-Family (210)	1.5 per dwelling unit	375	260*	260

*\*a relief from standard was granted due to the proximity to public transit.*

*12 parking spaces at the Transit Station are designated for overflow and visitor parking for multi-family use.*

Multi-Family Bicycle Parking -6 loop type racks per residential building. 2 bikes per loop -60 bikes total.

**Per the PUD 2020-02 RDO** Phase 1 multi-family housing may proceed with 1.2 parking spaces per unit (relief from standard). Parking conditions for the first phase of the multi-family residential housing shall be reviewed prior to issuing a land use permit for the second phase of the multi-family residential housing.



## SECTION 423 SPECIAL USE PERMITS

### G. AMENDMENTS

#### (5) MINOR AMENDMENTS

Following a determination that the review criteria of § 423.G(4)(b), above, are met, the Planning Commission may authorize the following amendments to an approved development plan without a public hearing:

- (a) Changes to the timing or phasing of the proposed development, provided that the use and overall geographic land area remains the same and that required public improvements are not delayed.

**Not Applicable. No changes to timing are contemplated. In fact, the applicants are on an accelerated track to meet the originally contemplated schedule of the PUD.**

- (b) Increases in total building height of greater than five (5) feet provided that maximum height regulations are complied with.

**This requested amendment is a modification of the five multi-family building footprints including an increase in height for buildings #4 and #6. These modifications are all proposed without any change to the current PUD road circulation and parking.**

**The current PUD includes five, 3-story multi-family buildings with a height of 40-feet measured to the mean roof elevation of a gable roof.**

**The proposed amendment is for three, 3-story buildings with a height of 36ft measured to the parapet of a flat roof, and two 4-story buildings with a height of 45ft measured to the parapet of a flat roof.**

- (c) Any other proposed amendment which is determined by the Planning Commission to have no detrimental impact on any adjacent property and is not considered or classified a Major Amendment under § 423(6) Major Amendments.

**The proposed amendment maintains the approved multi-family land use and density within the established road network and open spaces of the previously approved PUD.**

**There is no change to vehicular and pedestrian circulation. There is no change to the open space areas and amenities. Multi-family building lot coverage is reduced by 3,980sf. The applicant is adding a 3,500sf Clubhouse to the project, resulting in an overall reduction of building lot coverage while also adding the community benefit of a clubhouse (accessory structure) to the project.**





## SECTION 423 SPECIAL USE PERMITS

### G. AMENDMENTS

#### (4) ADMINISTRATIVE AMENDMENTS

(b) Prior to approving an amendment under Sections 423.G(4)(a) the Director shall determine that the amendment meets the following criteria:

- (i) No previous amendments have been granted that, together with the proposed amendment, would exceed the standards of this section;

**An Administrative Amendment (PUD 2020-02 -amendment #1) was granted in the summer of 2022. The amendment was necessitated by an existing buried gas transmission line which was located outside of the utility easements, resulting in a modification of the east end of the multi-family housing.**

**The proposed amendment shifts the location, size and height of the multi-family buildings to accommodate the actual architecture and unit mix as contemplated through the development partnership between the Traverse City Housing Commission and Smith & Henzy Affordable Group, Inc.**

**There is no change to vehicular and pedestrian circulation. There is no change to the open space areas and amenities. Multi-family building lot coverage is reduced by 3,980sf. The applicant is adding a 3,500sf Clubhouse to the project, resulting in an over all reduction of building lot coverage while also adding the community benefit of a clubhouse (accessory structure) to the project.**

- (ii) There will be no detrimental impact on any adjacent property caused by significant change in the appearance or use of the property or any other contributing factor;

**There is no significant change proposed as part of this request for Minor Amendment of the existing PUD. Multifamily buildings will shift location within the established road network and open spaces. Two of the five multistory buildings request an increase in height of 5 feet (45 feet high to the parapet of a flat roof). Conversely, three of the five multistory buildings will reduce height by 4 feet (36 feet to the parapet of a flat roof).**

- (iii) Nothing in the currently valid special use permit precludes or otherwise limits such expansion or enlargement;

**The proposed amendment maintains the approved multi-family use and density within the established road network and open spaces of the previously approved PUD.**

- (iv) The proposal conforms to this ordinance and is in keeping with the spirit and intent of the master plan; and



**PUD 2020-02**  
**Transit-Oriented Mixed-Use Development**  
Application for Minor Amendment

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**The proposed amendment maintains the approved multi-family use and density within the established road network and open spaces of the previously approved PUD.**

- (v) The amendment proposes no increase in density.

**The proposed amendment maintains the approved multi-family land use and density within the established road network and open spaces of the previously approved PUD.**



## SECTION 423 SPECIAL USE PERMITS

### E. APPROVAL CRITERIA

A special use is permitted only if the applicant demonstrates that:

- (1) The proposed use will be consistent with the purpose and intent of the master plan and this ordinance, including all regulations of the applicable zoning district;

**There is no change in land use or density of the PUD 2020-02.**

- (2) The proposed use will be designed, constructed, operated and maintained so as to be compatible, harmonious and appropriate with the existing or planned character and uses of the neighborhood, adjacent properties and the natural environment;

**No change in type or density of land use is proposed. Road circulation, parking areas, open space areas, and landscape buffers remain the same as the approved PUD 2020-02.**

**The multi-family residential use is very similar in nature to existing surrounding uses (high density housing).**

- (3) The proposed use will not be detrimental, hazardous or disturbing to existing or future adjacent uses or to the public welfare by reason of excessive traffic, noise, dust, gas, smoke, vibration, odor, glare, visual clutter, electrical or electromagnetic interference;

**No change in type or density of land use is proposed. Road circulation, parking areas, open space areas, and landscape buffers remain the same as the approved PUD 2020-02.**

**The multi-family residential use is very similar in nature to existing surrounding uses (high density housing) and does not generate excessive noise, dust, gas, smoke, vibration, odor, glare, visual clutter, electric or electromagnetic interference.**

- (4) Potential adverse effects arising from the proposed use on the neighborhood and adjacent properties will be minimized through the provision of adequate parking, the placement of buildings, structures and entrances, as well as the provision and location of screening, fencing, landscaping, buffers or setbacks;

**No change in type or density of land use is proposed. Road circulation, parking areas, open space areas, and landscape buffers remain the same as the approved PUD 2020-02.**

- (5) The proposed use will retain as many natural features of the property as practicable, particularly where the natural features assist in preserving the general character of the neighborhood;

**There is no change to the established road circulation and open space areas of the PUD.**



- (6) Adequate public and private infrastructure and services such as streets, water and sewage facilities, drainage structures, police and fire protection, and schools, already exist or will be provided without excessive additional requirements at public cost;

**No change is proposed for the land use or intensity, therefore no change to the contemplated demands on public and private infrastructure and services.**

- (7) The establishment, maintenance, or operation of the proposed use shall not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare;

**No change is proposed for the land use or intensity, therefore no change to the establishment, maintenance or operation of the multi-family use is anticipated.**

- (8) The public interest and welfare supporting the proposed use shall be sufficient to outweigh individual interests that are adversely affected by the establishment of the proposed use;

**No change is proposed for the land use or intensity, therefore no change to the previously approved PUD 2020-02.**

- (9) Adequate measures shall be taken to provide ingress and egress so designed as to minimize traffic hazards and to minimize traffic congestion on the public roads; Charter Township of Garfield Zoning Ordinance Article 4, Page 4-24

**No change is proposed for ingress and egress to the site from public roads.**

- (10) Adequate measures shall be taken to provide vehicular and pedestrian traffic within the site, and in relation to streets and sidewalks servicing the site in a safe and convenient manner; and

**No change is proposed for vehicular and pedestrian traffic.**

- (11) The proposed use shall not impede the orderly development and improvement of surrounding property for uses permitted within the zoning district.

**No change is proposed for vehicular and pedestrian circulation. Only the apartment building footprints are modified with no change to the total approved building square footage.**



November 29, 2023

Charter Township of Garfield  
Attn: John Sych, Planning Director  
3848 Veterans Drive  
Traverse City, Michigan 49684

Re: TCHC Transit-Oriented Mixed Use Development PUD 2020-02 Minor Amendment  
Construction Drawings – Utilities & Roads

Dear John,

On behalf of the TCHC, please find the enclosed documentation for Township review of the proposed utility extensions and on-site utility installation for the residential component of the Transit-Oriented Mixed Use development project (PUD 2020-02), located at the northeast quadrant of the W. Hammond Rd and LaFranier Rd intersection in Garfield Township, Traverse City, MI:

1. (2) sets of PUD Civil design plans, full-sized 24x36
2. (10) sets of PUD Civil design plans, half-sized 11x17

The primary reason for the minor PUD amendment was due to defining the specific architectural building footprints for the residential apartment component of the overall project. The architectural drawings are submitted under a different letter.

Below is a general summary of the PUD submittal, for your review, with any notable changes:

1. **Buildings:** The original PUD submittal included (5) proposed, non-specific, rectangularly shaped place holders for the apartment complexes. The revised PUD submittal also includes (5) proposed buildings; however, the architecture has been defined for all buildings. A Clubhouse has been added since the original submittal, to provide amenities for the complex. The locations of the buildings have been adjusted slightly for spacing and fire department approval only. The net change in building impervious area has subsequently decreased, also slightly by -325 sft from the original submittal.
2. **Private Roads:** The original roads have not changed at all with no horizontal or vertical modifications, deletions, or additions.
3. **Sanitary Sewer:** The sanitary sewer main extensions have not been modified since the original submittal. The sanitary sewer leads for all buildings except No. 3 have stayed the same. A new lead and IPP manhole are shown and noted.
4. **Water Main:** The proposed water main has had (2) changes based on the revised locations and defined footprints of the proposed buildings. The water main has been adjusted around the south end of proposed building #3. The water main that previously ran south-north on the east side has been pushed further east between proposed buildings #4 and #5, still looped. The water main leads for proposed buildings #3, #4 and #5 have been relocated due to the change in main location and the change in building locations and defined footprints. No size changes or hydrant location changes were made.

5. **Storm Sewer:** The storm sewer system and storm basins have not changed. The roads and parking horizontal and vertical designs remained the same as the original submittal. No drainage areas were changed or added. The building changes, as noted above, resulted in a net decrease in the impervious area of -325 sft. Based on the chosen phasing delineation, for construction purposes, an additional catch basin was added at the phase 1 and 2 shared line within the parking area immediately adjacent to the west side of proposed building #3 and the clubhouse. 112 feet of 12" diameter pipe (pipe number 5) and CB#F14 were added in the parking area to collect storm water from the north prior to the completion of the phase 2 extension to the south. As seen on sheet C5.0, the phase 1 delineation area includes the construction of the North Basin #2 and the majority of the remaining storm sewer system, based on the layout and topography of the development. There are no hydraulic changes to the proposed system.

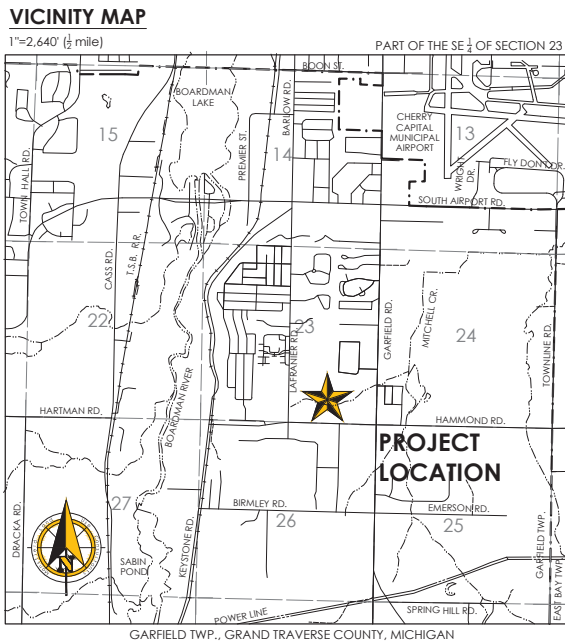
Based on the list of changes, as noted above, from the original to the revised plans, there are no required changes to any of the previously approved design calculations for any of the utility systems.

If you have any questions, please email me at [jimh@maaeps.com](mailto:jimh@maaeps.com) or call me at (231) 946-9310 ext. 1007.

Sincerely,  
Mansfield Land Use Consultants



Jim Hirschenberger, P.E.  
Project Engineer  
Enclosures:



EMERGENCIES:	911
Grand Traverse Metro:	231-947-3000
Grand Traverse Rural:	231-943-9721
Garfield Township:	231-941-7682

DESCRIPTION	EXISTING	PROPOSED
GROUND CONTOUR	- - - 605 - - -	<u>        613        </u>
SPOT ELEVATION		○ <b>704.33</b>
CONTOUR FROM USGS TOPOGRAPHIC MAP		
TOP OF CURB ELEVATION		○ <b>704.33</b> 704.00
PAVEMENT (OR GUTTER FLOW LINE) ELEVATION		<u>        1.93%        </u>
DIRECTION OF SURFACE FLOW		←
DRAINAGE HIGH POINT		H.P.
DRAINAGE LOW POINT		L.P.
WATER MAIN		
SANITARY FORCE MAIN		
SANITARY SEWER		
STORM SEWER		
GAS MAIN		
OVERHEAD ELECTRIC		
PROPERTY LINE		
TREE LINE		
PINE LINE		
EDGE OF WETLAND		
EDGE OF WATER		
C/L OR DRAINAGE DITCH OR WATER LINE		
SILT FENCE		
GRADING LIMITS		
MANHOLE (MH)		
CATCH BASIN (CB)		
CLEAN OUT (CO)		
RISER		
GATE VALVE		
FIRE HYDRANT ASSEMBLY		
CURB STOP & BOX		
POLE, POWER OR ELECTRIC		
LIGHT POLE		
SIGN		
BENCH MARK (BM)		
U/G UTILITY SIGN		
GUY ANCHOR		
SOIL EROSION CONTROL MEASURE (MICHIGAN UNIFIED KEYING SYSTEM) P=PERMANENT T=TEMPORARY		
IRON FOUND / IRON SET		
CONCRETE MONUMENT		
GOVERNMENT CORNER		
NAIL FOUND / NAIL SET		
RECORD / MEASURED	(R)	(M)
FENCE		
WOOD STAKE		

## Parcel No.: 28-05-023-042-40

**PROJECT STANDARD SPECIFICATIONS - WATER & SANITARY**  
Grand Traverse County Standard Technical Specifications  
and Construction Details 2017, Adopted on September 26,  
2017 (as amended).

Traverse City Housing Commission  
The Flats at Carriage Commons  
**COVER SHEET**  
Section 23, Town 27 North, Range 11 West  
Grand Traverse County, Michigan

REV#	DATE	DES	DRN	CHK	DESC
01	23-10-16	mmnt	job		The R01s - Physical Preliminary Site Plan for Two-Review
02	23-10-23	chm	mmnt		The R01s - 4-Phase Revised Preliminary Site Plan for Two-Review
03	23-11-29	mmnt	job		The R01s - 4-Phase RUD #1020-02 Minor Amendment Two-Submittal

830 Cottageview Dr., Ste. 201  
P.O. Box 4015  
Traverse City, MI 49685  
Phone: 231-946-9310  
[www.maaeps.com](http://www.maaeps.com)  
[info@maaeps.com](mailto:info@maaeps.com)

**Mansfield**  
— **or** —  
**Land Use Consultants**

## CONSTRUCTION

P.M. dim

DR.:	CKD.:	CREATED:
mmm	jeh	23-10-10

JOB NO.: 23072

C10



GENERAL CONSTRUCTION NOTES:

1. MISS DIG  
FOR PROTECTION OF UNDERGROUND UTILITIES AND IN CONFORMANCE WITH PUBLIC ACT 53, 1974, THE CONTRACTOR SHALL DIAL 811 or 1-800-482-7171 A MINIMUM OF THREE FULL WORKING DAYS, EXCLUDING SATURDAYS, SUNDAYS, AND HOLIDAYS PRIOR TO BEGINNING EACH EXCAVATION IN AREAS WHERE PUBLIC UTILITIES HAVE NOT BEEN PREVIOUSLY LOCATED. MEMBERS WILL THUS BE ROUTINELY NOTIFIED. THIS DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF NOTIFYING UTILITY OWNERS WHO MAY NOT BE PART OF THE "MISS DIG" ALERT SYSTEM.
2. EXISTING UTILITIES  
EXISTING PUBLIC UTILITIES AND UNDERGROUND STRUCTURES SUCH AS PIPE LINES, ELECTRIC CONDUITS, SEWERS AND WATER LINES, ARE SHOWN ON THE PLANS. THE INFORMATION SHOWN IS BELIEVED TO BE REASONABLY CORRECT AND COMPLETE. HOWEVER, NEITHER THE CORRECTNESS NOR THE COMPLETENESS OF SUCH INFORMATION IS GUARANTEED. PRIOR TO THE START OF ANY OPERATIONS IN THE VICINITY OF ANY UTILITIES, THE CONTRACTOR SHALL NOTIFY THE UTILITY COMPANIES AND "MISS DIG" AND REQUEST THAT THEY STAKE OUT THE LOCATIONS OF THE UTILITIES IN QUESTION. COST OF REPAIR FOR ANY DAMAGED UTILITY LINES THAT IS PROPERLY STAKED SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
3. PROTECTING UTILITIES  
SPECIAL CARE SHALL BE TAKEN IN EXCAVATING IN THE PROXIMITY OF ALL UNDERGROUND UTILITIES. THE CONTRACTOR SHALL SECURE ASSISTANCE FROM THE APPROPRIATE UTILITY COMPANY IN LOCATING ITS LINES. THE CONTRACTOR SHALL ALSO PROVIDE SUPPORT FOR ANY UTILITY WITHIN THE EXCAVATION, PROVIDE PROPER COMPACTION UNDER ANY UNDERMINED UTILITY STRUCTURE AND, IF NECESSARY, INSTALL TEMPORARY SHEETING OR USE A TRENCH BOX TO MINIMIZE THE EXCAVATION. THE CONTRACTOR SHALL PROTECT AND SAVE HARMLESS FROM DAMAGE ALL UTILITIES, WHETHER PRIVATELY OR PUBLICLY OWNED, ABOVE OR BELOW GROUND SURFACE, WHICH MAY BE ENCOUNTERED DURING CONSTRUCTION, AT NO ADDITIONAL COST TO THE OWNER. THE CONTRACTOR SHALL PROVIDE ADEQUATE SUPPORT FOR UTILITY POLES AS NECESSARY.
4. SAFETY  
THE CONTRACTOR SHALL COMPLY WITH ALL APPLICABLE LAWS AND REGULATIONS GOVERNING THE FURNISHING AND USE OF SAFEGUARDS, SAFETY DEVICES AND PROTECTION EQUIPMENT. THE CONTRACTOR SHALL TAKE ANY NECESSARY PRECAUTIONS TO PROTECT THE LIFE AND HEALTH OF EMPLOYEES AND THE PUBLIC IN THE PERFORMANCE OF THE WORK.
5. SOIL EROSION & SEDIMENTATION CONTROL  
THE CONTRACTOR SHALL PROVIDE TEMPORARY SOIL EROSION CONTROL MEASURES PER P.A. 451 AS AMENDED. THE SOIL EROSION MEASURES SHOWN ARE THE MINIMUM CONTROLS TO BE USED ON THIS PROJECT. THE CONTRACTOR SHALL INSTALL ADDITIONAL TEMPORARY AND PERMANENT SOIL EROSION CONTROL MEASURES TO PROTECT THE DISTURBED AREAS AND ADJACENT PROPERTIES FROM ACCELERATED EROSION AND SEDIMENTATION RESULTING FROM PROJECT CONSTRUCTION, IF DIRECTED BY THE ENGINEER OR SOIL EROSION CONTROL OFFICER, AT NO ADDITIONAL COST TO THE PROJECT. NO EXCAVATION WORK MAY PROCEED UNTIL THE SOIL EROSION AND SEDIMENTATION CONTROL MEASURES ARE IN PLACE. ALL WORK MUST BE IN ACCORDANCE WITH THE APPROVED PERMIT FROM THE GRAND TRAVERSE COUNTY SOIL EROSION AND SEDIMENTATION CONTROL OFFICE.
6. PROPERTY CORNERS  
EXISTING KNOWN PROPERTY CORNERS ARE IDENTIFIED ON THE PLANS. IF A PROPERTY CORNER IS DISTURBED DURING CONSTRUCTION IT SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE BY A PROFESSIONAL LAND SURVEYOR.
7. SURVEY DATUM  
ALL ELEVATIONS ARE BASED ON N.A.V.D., 1988, UNLESS OTHERWISE SPECIFIED.
8. RESTORATION WORK  
ALL DISTURBED AREAS SHALL BE TOPSOILED, SEEDED, FERTILIZED AND MULCHED. MULCH BLANKET SHALL BE INSTALLED IN AREAS AS DESIGNATED AND SHALL BE INCIDENTAL TO OTHER ITEMS. ALL EXCESS TOPSOIL WILL REMAIN WITHIN THE PROPERTY OWNER'S AREA. THE CONTRACTOR SHALL REPAIR ALL WASHOUTS AND EROSION DURING THE GUARANTEE PERIOD OF ONE (1) YEAR AT NO ADDITIONAL COST TO THE OWNER.
9. REMOVAL ITEMS  
THE CONTRACTOR SHALL RESTORE ALL LAWNS, LANDSCAPE PLANTINGS, SIDEWALKS, COMMERCIAL SIGNS, ETC., AS REQUIRED. UNLESS SPECIFICALLY NOTED FOR REMOVAL ON THE PLANS, ALL SIDEWALKS, DRIVES, CULVERTS, DRAINAGE STRUCTURES, ABOVE GRADE UTILITIES, IRRIGATION SYSTEM, ETC. SHALL BE PROTECTED. ALL SUCH ITEMS DAMAGED OR DESTROYED DURING CONSTRUCTION SHALL BE REMOVED AND REPLACED WITH NEW BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE OWNER.
10. CONSTRUCTION SIGNAGE & TRAFFIC CONTROL  
LOCAL TRAFFIC AND CONSTRUCTION SIGNAGE SHALL BE MAINTAINED AT ALL TIMES TO THE SATISFACTION OF THE OWNER.
11. DUST CONTROL  
THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONTROLLING DUST ON THIS PROJECT THOUGH THE USE OF WATER TRUCKS OR DUST PALLIATIVE. PAYMENT FOR DUST CONTROL SHALL BE INCLUDED IN THE LUMP SUM CONTRACT AND SHALL NOT BE PAID SEPARATELY. DUST SHALL BE CONTINUOUSLY CONTROLLED TO THE SATISFACTION OF THE OWNER.
12. PROTECTIVE FENCE  
THE CONTRACTOR IS RESPONSIBLE FOR ALL SITE SECURITY. THE CONTRACTOR SHALL PROVIDE, INSTALL AND MAINTAIN A TEMPORARY PROTECTIVE SNOW FENCE AROUND ALL OPEN TRENCH EXCAVATIONS THAT ARE LEFT OPEN OVERNIGHT OR ANY OTHER UNSAFE AREAS ON SITE THAT REQUIRE PUBLIC PROTECTION.
13. EXCESS MATERIALS  
ALL EXCESS MATERIALS SHALL BE DISPOSED OF BY THE CONTRACTOR OFF OF THE SITE UNLESS OTHERWISE NOTED OR APPROVED BY THE OWNER. ALL REMOVALS AND TRANSPORTATION OF THE REMOVED MATERIALS SHALL BE DONE IN ACCORDANCE WITH THE SPECIFICATIONS AND ALL LOCAL, STATE AND FEDERAL LAWS.
14. SAWCUTTING PAVEMENT  
SAWCUT EXISTING PAVEMENT FULL DEPTH TO THE LIMITS OF CONSTRUCTION OR AS DIRECTED BY THE ENGINEER. IF THE EDGE IS DAMAGED SUBSEQUENT TO SAWCUTTING, THE EDGE SHALL BE RECUT AT NO ADDITIONAL COST TO THE OWNER.
15. DEWATERING  
ANY REQUIRED DEWATERING FOR SITE WORK, INCLUDING THE USE OF STONE OR GRAVEL FOR DEWATERING PURPOSES, WILL NOT BE PAID FOR SEPARATELY BUT SHALL BE INCLUDED IN THE LUMP SUM CONTRACT.
16. UTILITY SEPARATION  
MAINTAIN A MINIMUM OF 10' HORIZONTAL SEPARATION AND 1.5' VERTICAL SEPARATION BETWEEN ALL WATER MAINS AND SANITARY/STORM SEWERS. MEASUREMENTS ARE BETWEEN THE CLOSEST POINTS OF EACH PIPE.
17. RECYCLING  
THE CONTRACTOR IS ENCOURAGED TO RECYCLE ANY MATERIALS OR PRODUCTS THAT ARE REUSABLE OR CAPABLE OF BEING RECYCLED.
18. EXCAVATION FOR UTILITIES  
ALL WORK WITHIN THE PUBLIC RIGHT-OF-WAY, WHERE REQUIRED, SHALL INCLUDE THE USE OF TRENCH BOXES AND SHEETING DURING THE INSTALLATION TO PREVENT DAMAGE TO THE EXISTING ROADWAY AND UTILITIES. DEWATERING, IF REQUIRED, SHALL BE COMPLETED PER THE STANDARD DPW SPECIFICATIONS.

GENERAL GRADING CONSTRUCTION NOTES:

1. QUALITY OF WORK  
ALL CONSTRUCTION WORKMANSHIP AND MATERIALS SHALL CONFORM TO THE CURRENT M.D.O.T. CONSTRUCTION STANDARDS AND SPECIFICATIONS.
2. SUBGRADE PREPARATION  
THE PRESENCE OF OTHER THAN GRANULAR MATERIALS IN THE SUBGRADE SOIL SHALL REQUIRE A FULL WIDTH, TWELVE INCH, GRANULAR SUB-BASE, M.D.O.T. CLASS II OR EQUIVALENT. PREPARED SUBGRADE WIDTH, DEPTH AND COMPACTION MUST BE REVIEWED AND/OR TESTED PRIOR TO PLACEMENT OF GRAVEL.
3. AGGREGATE BASE MATERIAL  
AGGREGATE BASE TO BE USED ON THE PROJECT MUST MEET SPECIFICATION FOR M.D.O.T. 22A AND MUST BE TESTED AND APPROVED PRIOR TO PLACEMENT. AGGREGATE BASE PLACEMENT MUST COMPLY WITH SECTION 3.01 OF THE CURRENT MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION. PREPARED AGGREGATE BASE WIDTH, DEPTH AND COMPACTION MUST BE REVIEWED AND TESTED PRIOR TO THE PLACEMENT OF BITUMINOUS SURFACE.
4. BITUMINOUS PAVEMENT (HMA)  
THE CONTRACTOR SHALL GIVE THE OWNER'S REPRESENTATIVE 48 HOURS NOTICE PRIOR TO PLACEMENT OF BITUMINOUS SURFACE. BITUMINOUS PAVING MUST BE PERFORMED IN ACCORDANCE WITH THE CURRENT M.D.O.T. STANDARD SPECIFICATIONS FOR CONSTRUCTION.
5. REMOVAL OF ORGANICS  
ALL TREES, STUMPS, BRUSH AND ROOTS THEREOF, SHALL BE ENTIRELY REMOVED FROM WITHIN THE SITE GRADING.
6. SITE GRADING  
ALL DISTURBED AREAS SHALL BE TOPSOILED, SEEDED, FERTILIZED AND MULCHED AS SOON AS FEASIBLE. THE CONTRACTOR IS RESPONSIBLE FOR ESTABLISHING GROUND COVER ON ALL AREAS DISTURBED BY CONSTRUCTION.
7. FIELD CHANGES  
ANY CHANGES IN SPECIFICATIONS OR CONSTRUCTION METHODS MUST BE REVIEWED AND APPROVED BY THE ENGINEER AND OWNER, AND MUST NOT CONFLICT WITH APPROVED PERMITS.
8. DRAINAGE  
EXISTING STORM DRAINAGE SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION. THE CONTRACTOR IS RESPONSIBLE TO REPAIR OR REPLACE, AS REQUIRED, ALL DRAINAGE CULVERTS OR STRUCTURES DAMAGED DURING CONSTRUCTION AND SHALL BE CONSIDERED INCIDENTAL TO THE PROJECT. SEE THE PROPOSED GRADING PLAN FOR DETAILS ON CONSTRUCTION ITEMS.
9. ADJUSTMENTS  
THE CONTRACTOR SHALL ADJUST ALL UTILITY SURFACE ITEMS TO THE FINISH GRADES PRIOR TO PAVING.

GENERAL WATER MAIN CONSTRUCTION NOTES:

1. STANDARDS  
ALL CONSTRUCTION AND MATERIALS SHALL CONFORM TO THE TOWNSHIP'S CURRENT STANDARDS, SPECIFICATIONS AND DETAILS (2017 GRAND TRAVERSE COUNTY STANDARD TECHNICAL SPECIFICATIONS AND CONSTRUCTION DETAILS, ADOPTED ON SEPTEMBER 26, 2017 (AS AMENDED).
2. DATUM  
ALL ELEVATIONS SHALL BE BASED ON USGS OR NAVD DATUM.
3. DETAILS  
PIPE BEDDING, THRUST BLOCKS, HYDRANT, VALVES, VALVE MANHOLES, AND ALL APPURTENANCES SHALL BE IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS & DETAILS.
4. PUBLIC EASEMENTS  
EACH PUBLIC UTILITY SHALL BE WITHIN ITS OWN 20'-WIDE EASEMENT CENTERED ON THE UTILITY.
5. WATER SERVICES  
THE DOMESTIC WATER AND FIRE PROTECTION MUST BE SEPARATE SERVICES TO EACH BUILDING.
6. UTILITY SEPARATION  
ALL WATER MAINS AND LEADS SHALL MAINTAIN A MINIMUM OF 10' HORIZONTAL SEPARATION AND 1.5' VERTICAL SEPARATION FROM ALL SEWERS. MEASUREMENTS ARE FROM OUTSIDE TO OUTSIDE OF PIPE.
7. NO DISRUPTION OF SERVICE  
THE CONTRACTOR SHALL NOT DISRUPT THE WATER MAIN SERVICE TO THE SURROUNDING CUSTOMERS. ANY REQUIRED DISRUPTION IN SERVICE SHALL BE COMMUNICATED AND COORDINATED WITH THE G.T. CO. DPW BY THE CONTRACTOR A MINIMUM OF 48 HOURS IN ADVANCE. THE CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR PROVIDING BOTTLED WATER, DISINFECTING AND TESTING THE WATER MAIN BEFORE RECONNECTING, ETC. PER THE G.T. CO. STANDARDS.
8. SALVAGED MATERIALS  
ALL EQUIPMENT AND MATERIALS THAT ARE CURRENTLY OPERATED AND MAINTAINED BY THE G.T. CO DPW AND IS INTENDED TO BE REMOVED AND SALVAGED SHOULD BE STOCKPILED AND RETURNED TO THE G.T. CO DPW. IN THE EVENT THAT THE DPW DOES NOT WANT THE SALVAGED MATERIALS, THE CONTRACTOR SHALL PROPERLY DISPOSE THE MATERIALS.
9. TERMINATION POINTS  
ALL TERMINATION POINTS ON THE WATER MAIN SHALL BE MARKED WITH A 4"X4" TREATED POST.

GENERAL SANITARY SEWER CONSTRUCTION NOTES:

1. STANDARDS  
ALL CONSTRUCTION AND MATERIALS SHALL CONFORM TO THE TOWNSHIP'S CURRENT STANDARDS, SPECIFICATIONS AND DETAILS (2017 GRAND TRAVERSE COUNTY STANDARD TECHNICAL SPECIFICATIONS AND CONSTRUCTION DETAILS, ADOPTED ON SEPTEMBER 26, 2017 (AS AMENDED).
2. CONNECTIONS  
NO CONNECTION RECEIVING STORM WATER OR GROUNDWATER SHALL BE MADE TO SANITARY SEWERS.
3. DATUM  
ALL ELEVATIONS SHALL BE BASED ON USGS OR NAVD DATUM.
4. DETAILS  
PIPE BEDDING, BUILDING SEWERS, DROP CONNECTIONS, BULKHEADS, MANHOLES, MANHOLE COVERS, AND OTHER APPURTENANCES SHALL BE IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS & DETAILS.
5. PUBLIC EASEMENTS  
EACH PUBLIC UTILITY SHALL BE WITHIN ITS OWN 20'-WIDE EASEMENT CENTERED ON THE UTILITY.
6. UTILITY SEPARATION  
ALL SANITARY SEWERS SHALL MAINTAIN A MINIMUM OF 10' HORIZONTAL SEPARATION AND 1.5' VERTICAL SEPARATION FROM WATER MAINS AND LEADS. MEASUREMENTS ARE FROM OUTSIDE TO OUTSIDE OF PIPE.
7. NO DISRUPTION OF SERVICE  
THE CONTRACTOR SHALL NOT DISRUPT THE SANITARY SEWER SERVICE TO THE SURROUNDING CUSTOMERS. ANY REQUIRED DISRUPTION IN SERVICE SHALL BE COMMUNICATED AND COORDINATED WITH THE G.T. CO. DPW BY THE CONTRACTOR A MINIMUM OF 48 HOURS IN ADVANCE.
8. SALVAGED MATERIALS  
ALL EQUIPMENT AND MATERIALS THAT ARE CURRENTLY OPERATED AND MAINTAINED BY THE G.T. CO DPW AND IS INTENDED TO BE REMOVED AND SALVAGED SHOULD BE STOCKPILED AND RETURNED TO THE G.T. CO DPW. IN THE EVENT THAT THE DPW DOES NOT WANT THE SALVAGED MATERIALS, THE CONTRACTOR SHALL PROPERLY DISPOSE THE MATERIALS.
9. TERMINATION POINTS  
ALL TERMINATION POINTS ON THE SANITARY SEWER SHALL BE MARKED WITH A 4"X4" TREATED POST.

GENERAL STORM SEWER CONSTRUCTION NOTES:

1. CONSTRUCTION STANDARDS  
ALL MATERIALS, CONSTRUCTION, METHODS, TESTING AND INSPECTION SHALL BE IN ACCORDANCE WITH THE CURRENT MDOT CONSTRUCTION STANDARDS UNLESS OTHERWISE SPECIFIED.
2. CONNECTIONS  
NO CONNECTIONS SHALL BE MADE TO SANITARY SEWERS.
3. STRUCTURE ADJUSTMENTS  
THE CONTRACTOR SHALL BE RESPONSIBLE FOR ADJUSTING CATCH BASIN AND/OR MANHOLE RIMS TO THE FINISH GRADE ELEVATIONS. THE LOCATIONS AND ELEVATIONS SHOWN ARE BASED UPON PLAN GRADES AND ARE SUBJECT TO CHANGE.
4. UTILITY SEPARATION  
ALL STORM SEWERS SHALL MAINTAIN A MINIMUM OF 10' HORIZONTAL SEPARATION AND 1.5' VERTICAL SEPARATION FROM WATER MAINS AND LEADS. MEASUREMENTS ARE BETWEEN THE CLOSEST POINTS OF EACH PIPE.

RESIDENTIAL PHASE PROJECT DATA

**Project Address:**  
Carriage View Lane, Traverse City, MI 49686

**Project Parcel:**  
Tax ID 28-05-023-042-40

**Project Size:**  
33.43 acres gross (29 acres net)

**Existing Zoning:**  
PUD 2020-02 Transit Oriented Mixed-Use Development (BATA/TCHC)  
A – Agriculture, underlying zoning

**Existing Land Use:**  
Vacant Land

**Township Master Plan Use:**  
High Density Residential (6-10 units per acre)

**Proposed Residential Phase Land Use:**

- Residential TC Housing Multi-Family, 3 buildings, 210 units
- A new 3,500sf Clubhouse amenity was added to the project
- Residential TC Housing Single-Family, 15 lots
- Institutional Daycare, 4,000sf
- Commercial Café, 2,500sf
- Open Space Park Area, Preserved Wetland, Sidewalks, Trails

Dimensional Standards:	Zoning, A	MP R-3	PUD	PUD 2020-02	Amendment
Height:	35ft	40ft	N/A	27-40ft	12-45ft
Front Yard Setback:	30ft	25ft	50ft	88+ft	88+ft
Side Yard Setback:	20ft	20ft	30ft	30+ft	30+ft
Rear Yard Setback:	35ft	20ft	30ft	N/A	N/A
Max. Lot Coverage:	20%	35%	N/A	28% (8 acres)	28% (8 acres net)
Usable Open Space:	N/A	N/A	20%	41% (12 acres)	41% (12 acres net)

Multi-Family Building Lot Coverage	PUD 2020-02	Amendment Request
Building #1 footprint / height	10,360sf / 40ft	6,770sf (+3,990sf) / 36ft (+4ft)
Building #2 footprint / height	10,360sf / 40ft	6,770sf (+3,990sf) / 36ft (+4ft)
Building #3 footprint / height	10,360sf / 40ft	9,625sf (+735sf) / 45ft (+8ft)
Building #4 footprint / height	10,360sf / 40ft	15,110 (+4,750sf) / 36ft (+4ft)
Building #5 footprint / height	10,360sf / 40ft	9,585sf (+775sf) / 45ft (+8ft)
	51,840sf / 40ft	47,860sf (+3,980sf) / varies (+4, +7)
Clubhouse footprint / height	none	3,495sf (a new amenity) / 12ft

Multi-Family Phasing and Unit Mix	Phase 1 two 3-story buildings, clubhouse, park area, playground and sidewalks	Phase 2 one 4-story building	Phase 3 one 3-story building	Phase 4 one 4-story building	Total 6 buildings high 12-45ft high
Studio	6	16	40	38	100
1 Bedroom	24	24	10	12	70
2 Bedroom	18	8	10	4	40
Total	48	48	60	54	210

**Parking:**  
As a transit-oriented PUD providing opportunities for housing, services, and employment on site and within proximity via public and non-motorized transit systems, it is projected that there will be a reduction in the need for individual vehicle ownership and parking within the project site.

Use	Standard	Required	PUD 2020-02	Minor Amendment
Café (2,500sf)	1 per 250sf	10	10	no change
Daycare (4,000sf)	1 per 300sf	13	12*	no change
		*a relief from standard was granted due to the proximity to housing.		
Single-Family (11)	1.5 per dwelling unit	23	23	no change
Multi-Family (210)	1.5 per dwelling unit	375	260*	260
		*a relief from standard was granted due to the proximity to public transit.		

12 parking spaces at the Transit Station are designated for overflow and visitor parking for multi-family use.

Multi-Family Bicycle Parking -6 loop type racks per residential building, 2 bikes per loop -60 bikes total.

**Per the PUD 2020-02 RDO** Phase 1 multi-family housing may proceed with 1.2 parking spaces per unit (relief from standard). Parking conditions for the first phase of the multi-family residential housing shall be reviewed prior to issuing a land use permit for the second phase of the multi-family residential housing.

**\*\* MULTI-FAMILY PARKING**  
PHASE 1 MULTI-FAMILY HOUSING MAY PROCEED WITH 1.2 PARKING SPACES PER UNIT (RELIEF FROM STANDARD). PARKING CONDITIONS FOR THE FIRST PHASE OF THE MULTI-FAMILY RESIDENTIAL HOUSING SHALL BE REVIEWED PRIOR TO ISSUING A LAND USE PERMIT FOR SECOND PHASE OF THE MULTI-FAMILY RESIDENTIAL HOUSING."

830 Cottageview Dr., Ste. 201  
P.O. Box 4015  
Traverse City, MI 49685  
Phone: 231-946-9310  
www.maaeps.com  
info@maaeps.com

Mansfield

Land Use Consultants

REV#	DATE	DATE	DES	DWN	CHK	DEC
01	23-10-14	dm	jen	mm	jen	The Flats - Phased Preliminary Site Plan for Twp. Review
02	23-10-25	dm	jen	mm	jen	The Flats - 4-Phase Revised Preliminary Site Plan for Twp. Review
03	23-11-29	dm	jen	mm	jen	The Flats - 4-Phase PUD 1020-02 Minor Amendment Twp. Submittal

Traverse City Housing Commission

The Flats at Carriage Commons

NOTE SHEET

Section 23, Town 27 North, Range 11 West  
Garfield Township, Grand Traverse County, Michigan

CONSTRUCTION

PLAN

dm

DES

dm

CHK

jen

CORR#

23-10-10

CONNO:

23072

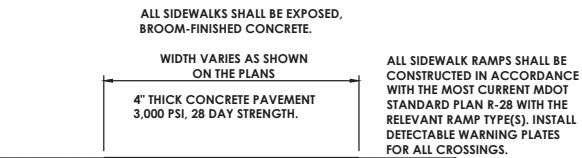
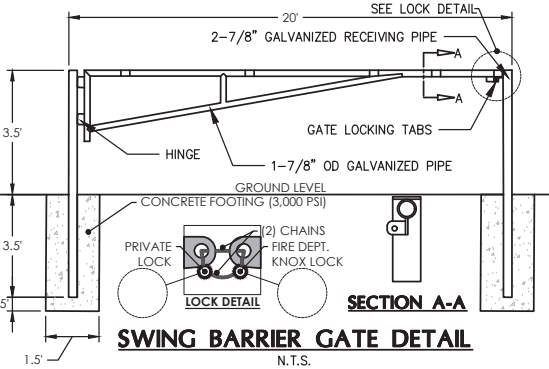
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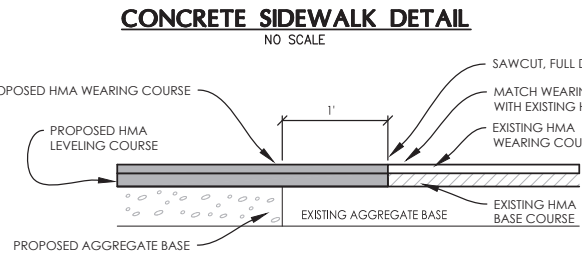
NOTE:  
D103.5 FIRE APPARATUS ACCESS ROAD GATES. GATES SECURING THE FIRE APPARATUS ACCESS ROADS SHALL COMPLY WITH ALL THE FOLLOWING CRITERIA:

1. WHERE A SINGLE GATE IS PROVIDED, THE GATE WIDTH SHALL BE NOT LESS THAN 20 FEET (6096 mm). WHERE A FIRE APPARATUS ROAD CONSISTS OF A DIVIDED ROADWAY, THE GATE WIDTH SHALL BE NOT LESS THAN 12 FEET (3658 mm).
2. GATES SHALL BE OF THE SWINGING OR SLIDING TYPE.
3. CONSTRUCTION OF GATES SHALL BE OF MATERIALS THAT ALLOW MANUAL OPERATION BY ONE PERSON.
4. GATE COMPONENTS SHALL BE MAINTAINED IN AN OPERATIVE CONDITION AT ALL TIMES AND REPLACED OR REPAIRED WHEN DEFECTIVE.
5. ELECTRIC GATES SHALL BE EQUIPPED WITH A MEANS OF OPENING THE GATE BY FIRE DEPARTMENT PERSONNEL FOR EMERGENCY ACCESS. EMERGENCY OPENING DEVICES SHALL BE APPROVED BY THE FIRE CODE OFFICIAL.
6. METHODS OF LOCKING SHALL BE SUBMITTED FOR APPROVAL BY THE FIRE CODE OFFICIAL.
7. ELECTRIC GATE OPERATORS, WHERE PROVIDED, SHALL BE LISTED IN ACCORDANCE WITH UL 325.
8. GATES INTENDED FOR AUTOMATIC OPERATION SHALL BE DESIGNED, CONSTRUCTED AND INSTALLED TO COMPLY WITH THE REQUIREMENTS OF ASTM F 2200.

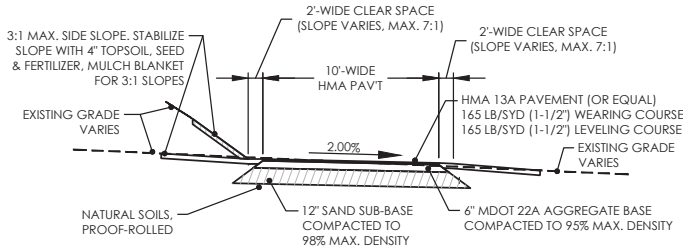
A KNOX LOCK IS THE PREFERRED METHOD OF LOCKING A GATE. TWO LENGTHS OF CHAIN WITH A KNOX LOCK ON ONE END AND A PADLOCK ON THE OTHER END ALLOWS THE FIRE DEPARTMENT ACCESS AND ACCESS TO SNOW REMOVAL.



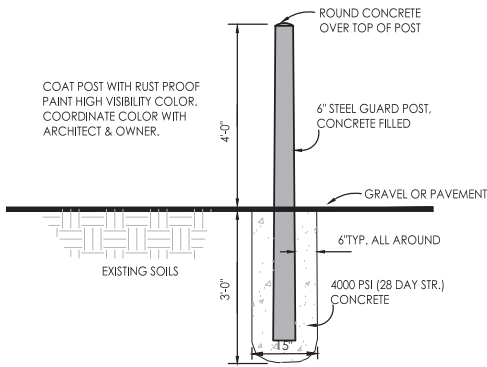
NOTE:  
EXPANSION JOINTS SHALL BE PLACED AT ALL SPRING POINTS, PERMANENT STRUCTURES, AND AT A SPACING OF NOT MORE THAN 20 FEET. THE SIDEWALK SHALL BE DIVIDED INTO UNIT AREAS OF NOT MORE THAN 36 SQUARE FEET BY MEANS OF CUT JOINTS (WPJ). INsofar AS POSSIBLE, UNIT AREAS SHALL BE PERPENDICULAR AND NOT LESS THAN 16 SQUARE FEET.



**HMA BUTT JOINT DETAIL**  
NO SCALE



**PAVING DETAIL - HMA TRAIL**  
NO SCALE



**BOLLARD DETAIL**  
NO SCALE

BINDER GRADES\*  
CAR TRAFFIC AREAS: (3" HMA) PG 58-28

HMA WEARING COURSE\*  
CAR TRAFFIC AREAS: 36A @ 165 LB/SYD (1-1/2")

HMA LEVELING/BASE COURSE\*  
CAR TRAFFIC AREAS: 13A @ 165 LB/SYD (1-1/2")

HMA BOND COAT AT 0.05-0.15 GAL/SYD

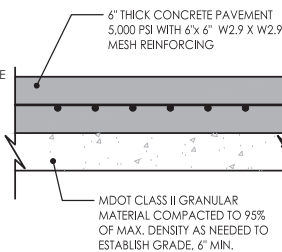
8 INCHES OF MDOT 22A AGGREGATE BASE COMPACTED TO MDOT STANDARD SPECIFICATIONS FOR ROAD GRAVEL SUB-BASE

MINIMUM OF 12 INCHES OF MDOT CLASS II GRANULAR MATERIAL COMPACTED TO A MINIMUM OF 95% OF THE MAXIMUM DRY DENSITY AS DETERMINED BY ASTM D698 OR THE MICHIGAN CONE METHOD.

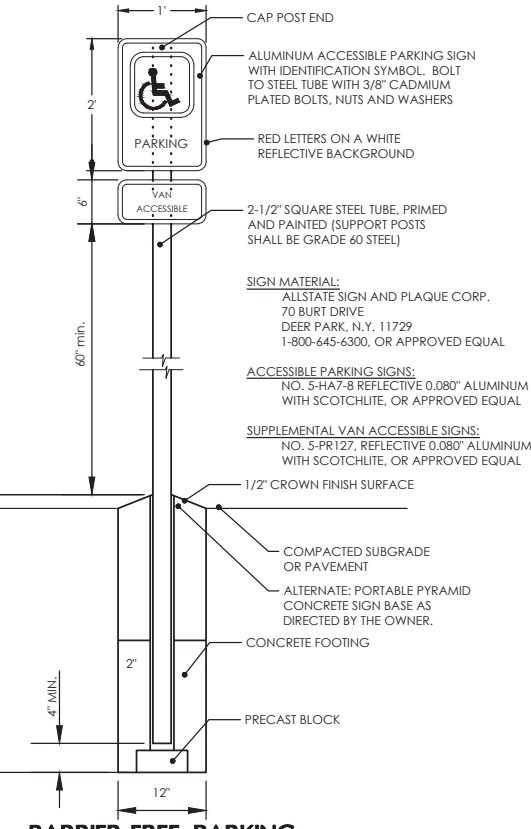
\* OR APPROVED EQUAL/ALTERNATIVE

**PAVING DETAIL - HMA**  
NO SCALE

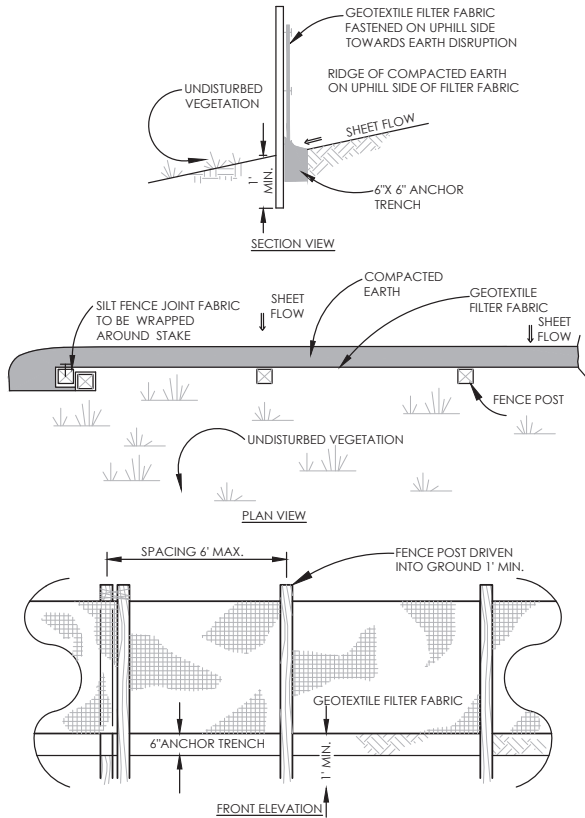
NOTE:  
PROVIDE INDUSTRY STANDARD TRANSVERSE & LONGITUDINAL PAVEMENT JOINTS, EXPANSION JOINTS & CURB/LANE TIES AS NECESSARY.



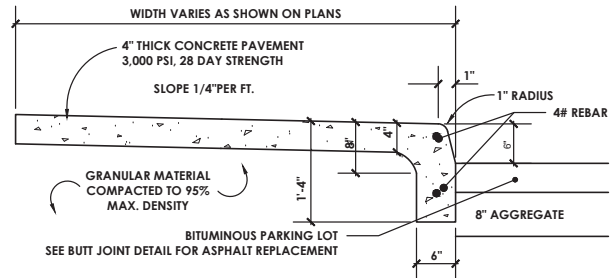
**PAVING DETAIL - CONCRETE**  
NO SCALE



**BARrier-FREE PARKING SIGN DETAIL**



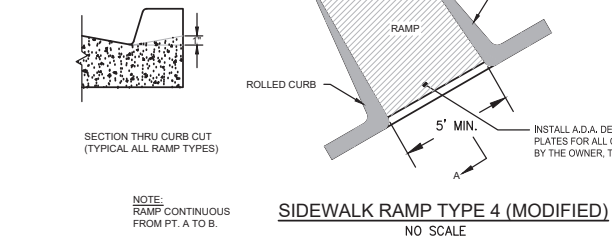
**SILT FENCE DETAILS**  
NO SCALE



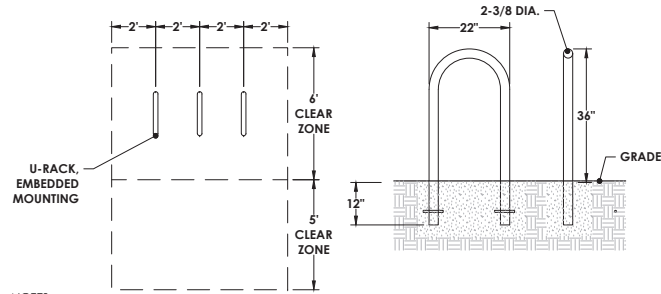
NOTE:  
EXPANSION JOINTS SHALL BE PLACED AT ALL SPRING POINTS, PERMANENT STRUCTURES, AND AT A SPACING OF NOT MORE THAN 20 FEET. THE SIDEWALK SHALL BE DIVIDED INTO UNIT AREAS OF NOT MORE THAN 36 SQUARE FEET BY MEANS OF CUT JOINTS (WPJ). INsofar AS POSSIBLE, UNIT AREAS SHALL BE PERPENDICULAR AND NOT LESS THAN 16 SQUARE FEET.

**INTEGRAL CONCRETE WALK DETAIL**  
NO SCALE

DETECTABLE WARNING SURFACES:  
ALL NEW AND RECONSTRUCTED SIDEWALK RAMP SHALL BE CONSTRUCTED WITH CAST IRON DETECTABLE WARNING SURFACES IN ACCORDANCE WITH M.D.O.T. STANDARD PLAN R-28 SERIES AND THE CURRENT M.D.O.T. STANDARD SPECIFICATIONS FOR CONSTRUCTION.

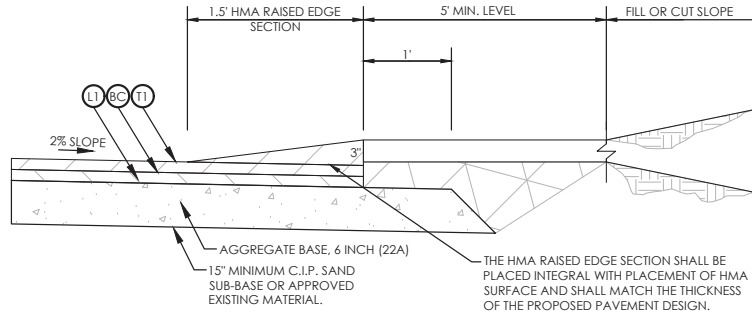


**BARrier FREE RAMP DETAIL A**  
NO SCALE

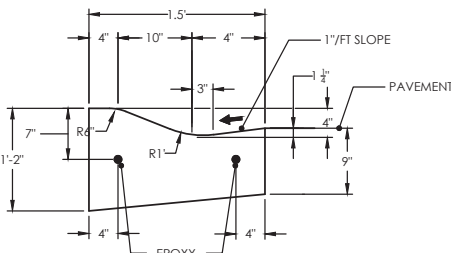


- NOTES:
1. U-RACK BIKE RACK SUPPORTS 2-POINT CONTACT WITH BIKE FRAMES.
  2. ALL BIKE RACKS SHALL BE SET IN CONCRETE OR OTHERWISE PERMANENTLY SECURED.
  3. EMBEDMENT DETAILS ARE FOR REFERENCE ILLUSTRATION ONLY. MINIMUM FOUNDATION SIZES DEPEND ON LOCAL SOIL CONDITIONS, WEATHER CONDITIONS AND ENGINEERING REQUIREMENTS.

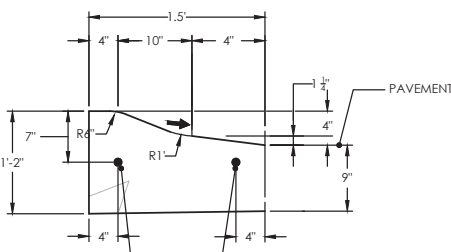
**BIKE RACK-EMBEDDED MOUNTING DETAIL**  
NO SCALE



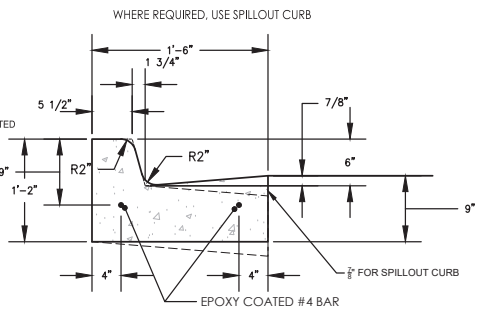
**HMA RAISED EDGE SECTION**  
NO SCALE



**CURB DETAIL**  
(M.D.O.T. TYPE D2, MODIFIED (NORMAL))  
NO SCALE



**CURB DETAIL**  
(M.D.O.T. TYPE D2, MODIFIED (SPILLOUT))  
NO SCALE



**MDOT TYPE F2 CURB DETAIL**  
NO SCALE

830 Cottageview Dr., Ste. 201  
P.O. Box 4015  
Traverse City, MI 49685  
Phone: 231-946-9310  
www.maaeps.com  
info@maaeps.com

**Mansfield**  
Land Use Consultants

REV#	DATE	DES	CHK	DATE	DES	CHK	DATE	DES	CHK
01	23-10-14	dim	mm	mm	mm	mm	mm	mm	mm
02	23-10-25	dim	mm	mm	mm	mm	mm	mm	mm
03	23-11-29	dim	mm	mm	mm	mm	mm	mm	mm

Traverse City Housing Commission  
The Flats at Carriage Commons  
CIVIL DETAILS - SITE  
Section 23, Town 27 North, Range 11 West  
Garfield Township, Grand Traverse County, Michigan

CONSTRUCTION

PAC dim

DE: mm

CD: jeh

CREATED: 23-10-10

JOB NO: 23072

C1.2



NO SCALE

NO SCALE

NO SCALE

NO SCALE

A schematic diagram showing a vertical pipe transitioning into a horizontal pipe. The vertical section is labeled "VERTICAL" and the horizontal section is labeled "HORIZONTAL". A "BELL JOINT" is indicated at the transition point. The flow direction is shown with arrows, and the text "2-45° BENDS IN FLOW" points to the transition area. The diagram illustrates the geometry of the bend and the location of the bell joint.

NO SCALE

Diagram illustrating the installation of a vertical surface fitting. The diagram shows a horizontal pipe with a vertical surface fitting attached. The fitting is secured with a nut and washer. A note specifies: "NOTE: IF THE DISTANCE BETWEEN FITTINGS IS 7 FEET OR LESS, 3/4\" CORTEN RODS MUST BE USED." The diagram also labels the "VERTICAL SURFACE" and the "FITTING".

NO SCALE

NO SCALE

The diagram illustrates the process of tapping a watermain. On the left, a circular watermain is shown with a 45-degree angle for the tapping. A corporation stop, Mueller, or equivalent fitting is connected to the watermain. A pipe labeled 'a' leads from this fitting to a curb box. The curb box is a vertical structure that houses a 'Type "K" Copper Service Line'. This line passes through the curb and terminates at a curb stop, Mueller, or equivalent fitting. The service line then continues as a dashed line labeled 'TO HOUSEHOLD'. Dimensions include a vertical distance of '6"-12" MIN.' from the watermain to the curb box, and another '6"-12" MIN.' from the curb box to the curb stop. A horizontal dimension at the top is labeled 'VARIES'. A note on the right states 'TESTING IS COMPLETE'.

NO SCALE

NO SC.

A cross-sectional diagram of a gate valve assembly installed in a concrete structure. The assembly consists of a **VALVE BOX TOP SECTION** (threaded), a **CENTER SECTION**, and a **BASE**. The **BASE** is shown with a **4"** dimension. The **VALVE BOX TOP SECTION** has a **6"-07" MIN. COVER** dimension. The **GATE VALVE** is shown in the center, with a **CONCRETE CURB** at the bottom. The diagram illustrates the assembly's placement within a concrete structure.

NO SCALE

Figure 1 is a cross-sectional diagram of a concrete pipe. It shows a central device, likely a sensor or probe, embedded in the concrete. The device is centered horizontally and vertically within the pipe's cross-section. A vertical line marks the centerline of the pipe. A horizontal line at the top indicates the pipe's upper boundary. A vertical dimension line on the right side indicates a distance of 6 inches minimum (typical) from the centerline to the outer edge of the pipe. A label with an arrow points to the device, stating "DEVICE CENTERED IN CONCRETE".

(APPLICABLE FOR HDPE/PVC WATERMAIN ONLY)

The diagrams illustrate two methods for installing a pipe barrel and bell into the ground. Both methods show a cross-section of the ground with a pipe being lowered into a hole. The ground is labeled 'NATIVE EARTH WHERE PERMITTED'.

**METHOD 1: IN SAND OR GRAVEL**

- The excavation is a square with a width of  $D+24"$  MAXIMUM and a height of 12".
- The pipe has a diameter  $D$  and a bell height of  $D/4$ .
- The pipe is lowered into the excavation, and the space around it is filled with sand or gravel.
- The pipe is labeled 'SHAPE TO FIT PIPE BARREL & BELL'.
- The excavation is labeled 'HAND PLACED SAND, COMPACTED'.
- The pipe is labeled 'HAND COMPACTED SAND AND/OR GRAVEL'.
- The pipe is labeled 'MIN. 4" MAX. 6" IN SAND OR GRAVEL'.

**METHOD 2: IN CLAY, HARDPAN, OR ROCK**

- The excavation is a square with a width of  $D+24"$  MAXIMUM and a height of 12".
- The pipe has a diameter  $D$  and a bell height of  $D/4$ .
- The pipe is lowered into the excavation, and the space around it is filled with sand or gravel.
- The pipe is labeled 'SHAPE TO FIT PIPE BARREL & BELL'.
- The excavation is labeled 'HAND PLACED SAND, COMPACTED'.
- The pipe is labeled 'HAND COMPACTED SAND AND/OR GRAVEL'.
- The pipe is labeled 'MIN. 4" MAX. 6" MAX. (IN MUCK, EXCAVATE TO FIRM SOIL) IN CLAY, HARDPAN, OR ROCK'.

(CLASS A) NO SCALE

(CLASS B) NO SCAL

Diagram illustrating the installation of a field lock on three adjacent Ductile Iron (D.I.) pipe joints. The diagram shows a cross-section of the pipe assembly, including the Retainer Gland, Gasket, D.I. pipe, Block, HDPE pipe, Wall Anchor, Fused Flanged Fitting on PE, and Mechanical Joints. A note specifies: "NOTE: INSTALL FIELD LOCKS ON THREE ADJACENT DI PIPE JOINTS".

NO SCALE

NO SCALE

Diagram illustrating the installation of a water meter. The meter is mounted on a 2" angle ball meter valve (typ. of 2) within a 20" PVC pit setter, Ford PDBB or equal. The meter is protected by a double lid w/ 10" cover, Ford 3W or equal. The installation includes a 2" water meter, a 2" type 'K' copper water service, a 2" curb stop, a 2" corp., a 2" drain (typ. of 2), a 1/2" drain (typ. of 2), a PVC support pipe, and a 2 CYD. washed crushed stone base. The meter is installed at a minimum depth of 6'-0" below grade. The diagram also shows the R.O.W./EASEMENT LINE, GRADE, and EX. WATER MAIN.

NO SCALE

**Mansfield**  
— **an** —  
**Land Use Consultants**

REV#	DATE	DES	DEN	CHK	DESC
01	23-10-14	mm	mm	mm	The Flats - Phased Preliminary Site Plan for Typ. Review
02	23-10-25	dm	mm	mm	The Flats - 4-Phase Revised Preliminary Site Plan for Typ. Review
03	23-11-29	dm	mm	mm	The Flats - 4-Phase PUD #2020-02 Minor Amendment Two, Submittal

Traverse City Housing Commission  
The Flats at Carriage Commons  
**CIVIL DETAILS - WATER**  
Section 23, Town 27 North, Range 11 West  
Garfield Township, Grand Traverse County, Michigan

dim:

DR:	CKD:	CREATED:
mmmm	jeh	23-10-10

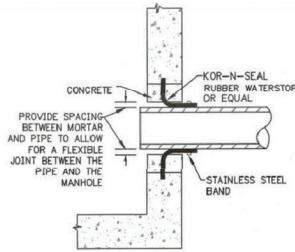
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23072

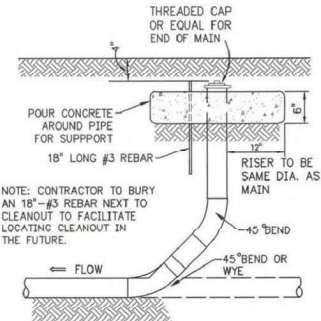
C1.3



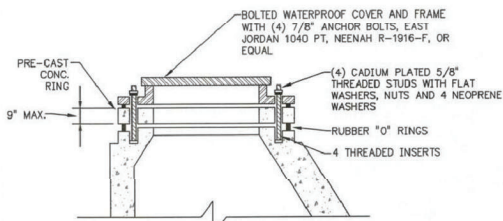
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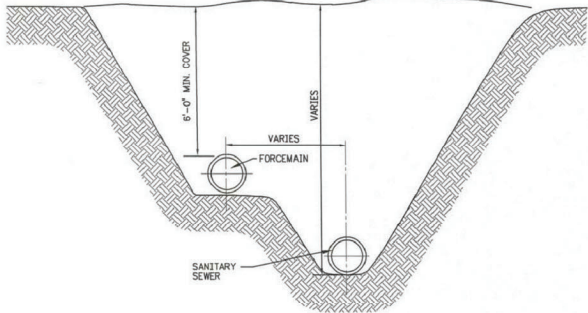
MANHOLE/WETWELL  
WATERSTOP DETAIL  
NO SCALE



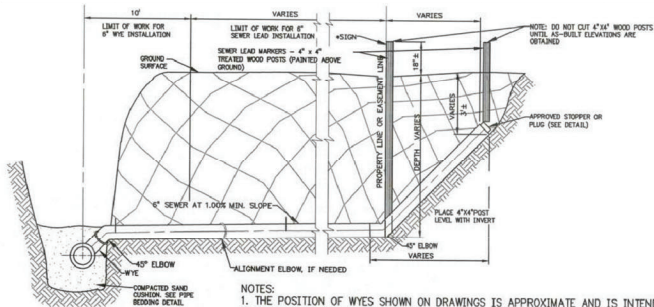
END CLEANOUT DETAIL  
NO SCALE



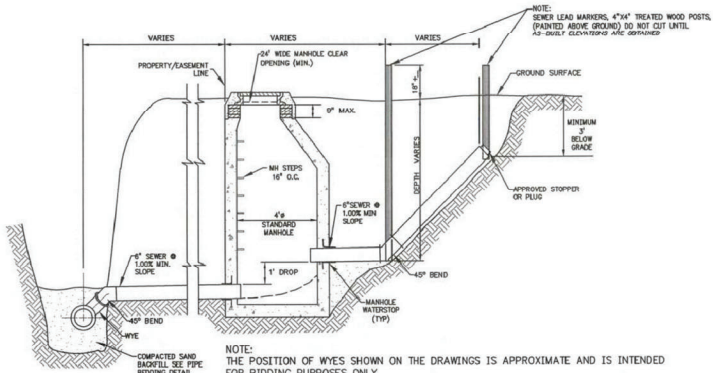
BOLTED MANHOLE COVER DETAIL  
NO SCALE



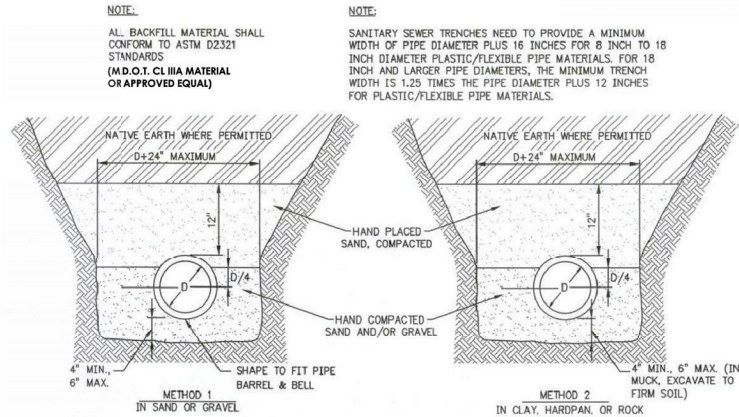
2 PIPE TRENCH DETAIL  
NO SCALE



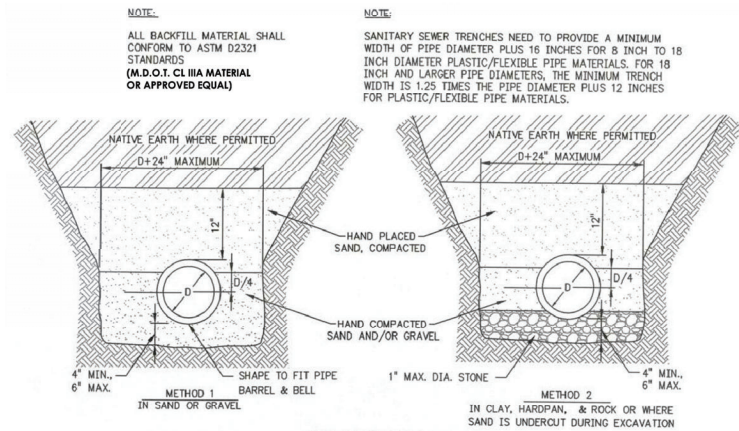
WYE AND SEWER LEAD INSTALLATION DETAIL  
NO SCALE



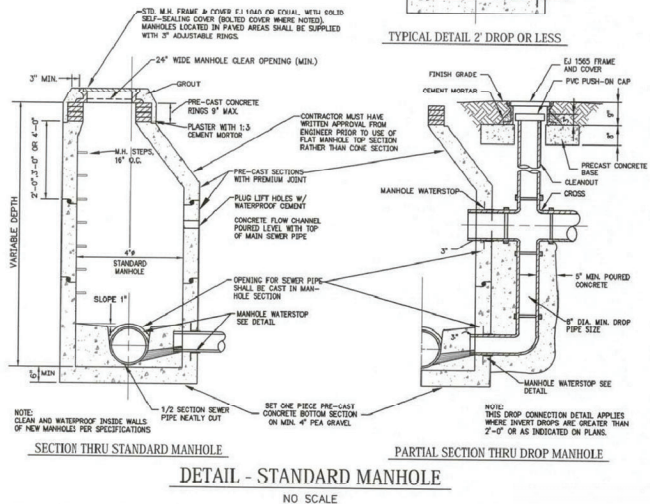
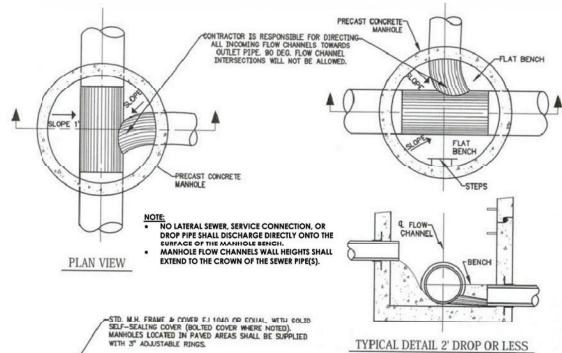
INDUSTRIAL/COMMERCIAL IPP SURVEILLANCE MANHOLE DETAIL  
NO SCALE



PIPE BEDDING DETAIL  
(CLASS A) NO SCALE



PIPE BEDDING DETAIL  
(CLASS B) NO SCALE



DETAIL - STANDARD MANHOLE  
NO SCALE

830 Cottageview Dr., Ste. 201  
P.O. Box 4015  
Traverse City, MI 49685  
Phone: 231-946-9310  
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info@maaeps.com

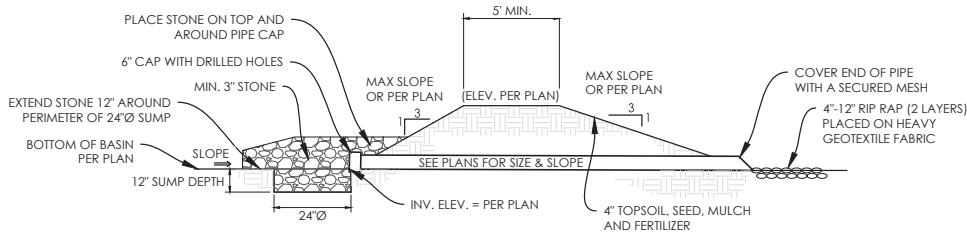
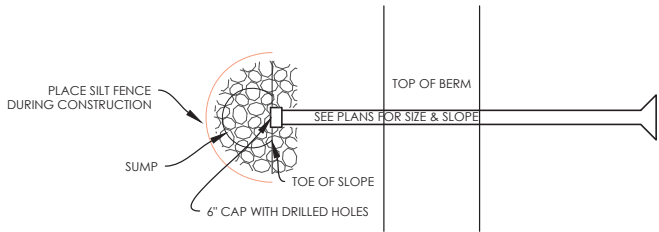
**Mansfield**  
or  
**Land Use Consultants**

REV	DATE	DESCRIPTION	BY	CHK	APP	DATE	DESCRIPTION	BY	CHK	APP
01	23-03-14	dim	dim	dim	dim	dim	dim	dim	dim	dim
02	23-02-25	dim	dim	dim	dim	dim	dim	dim	dim	dim
03	23-1-29	dim	dim	dim	dim	dim	dim	dim	dim	dim

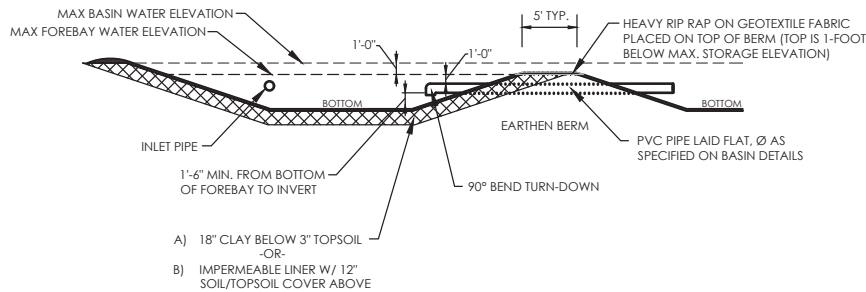
Traverse City Housing Commission  
The Flats at Carriage Commons  
**CIVIL DETAILS - SANITARY**  
Section 23, Town 27 North, Range 11 West  
Garfield Township, Grand Traverse County, Michigan

CONSTRUCTION  
P: dim  
C: dim  
M: dim  
J: dim  
23-10-10  
23072  
C1.4

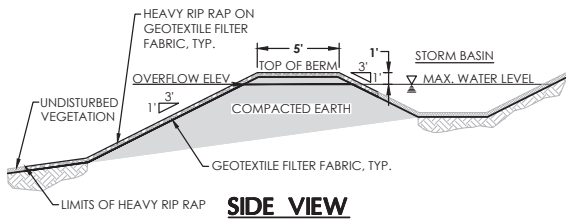




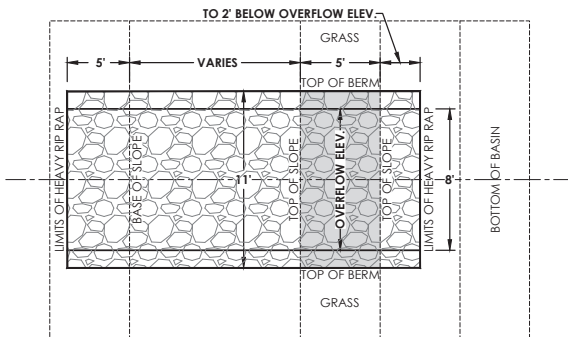
**BASIN OUTLET DETAIL**  
NO SCALE



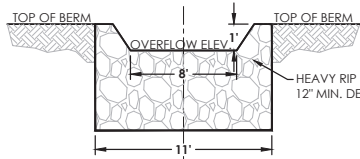
**TREATMENT FOREBAY TYPICAL DETAIL**  
NO SCALE



**SIDE VIEW**

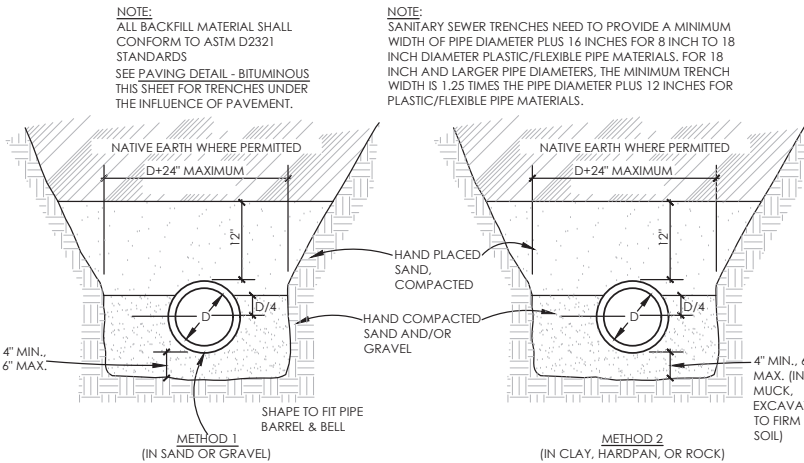


**TOP VIEW**

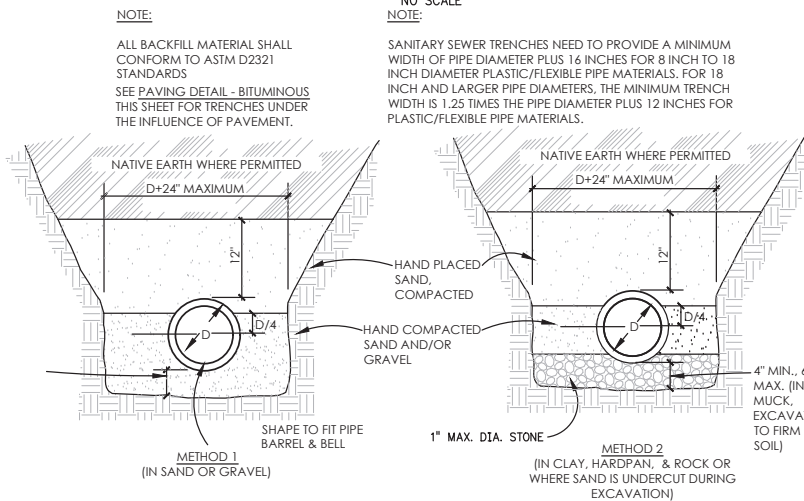


**SECTION VIEW**

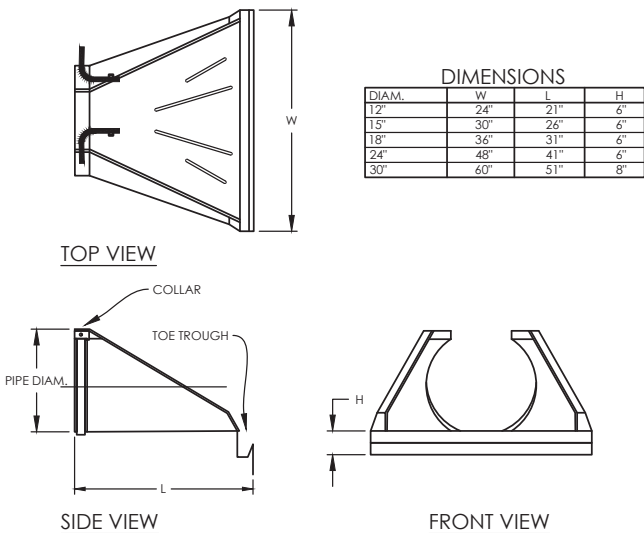
**EMERGENCY OVERFLOW DETAIL**  
NO SCALE



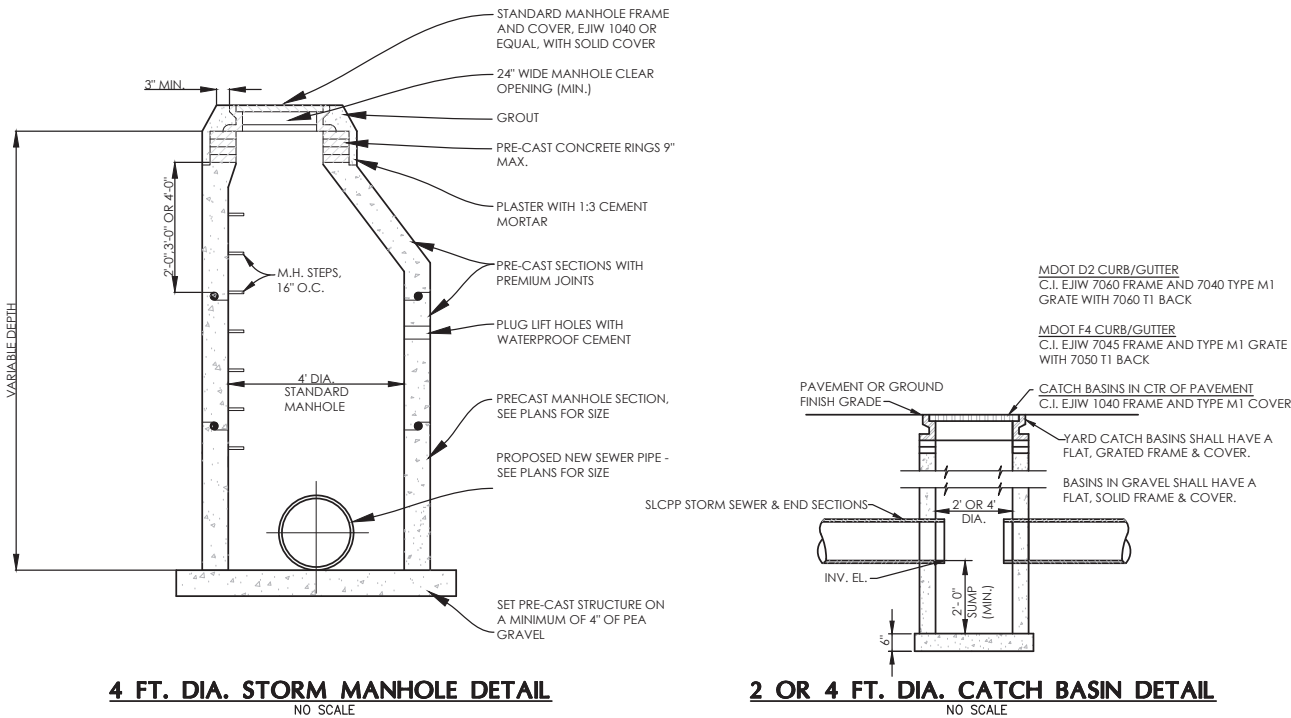
**PIPE BEDDING - CLASS A DETAIL**



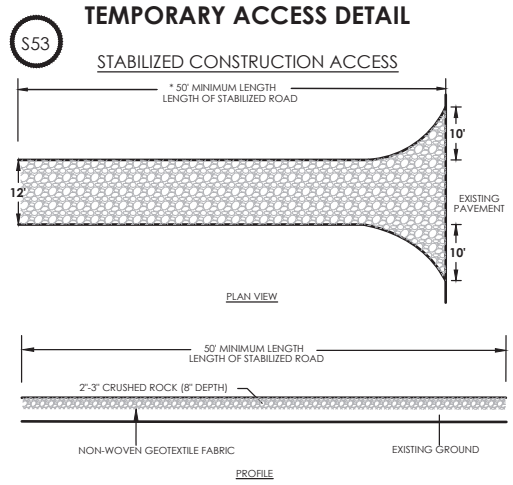
**PIPE BEDDING - CLASS B DETAIL**  
NO SCALE



**CMP FLARED END SECTION DETAIL**  
NO SCALE



**4 FT. DIA. STORM MANHOLE DETAIL**  
NO SCALE



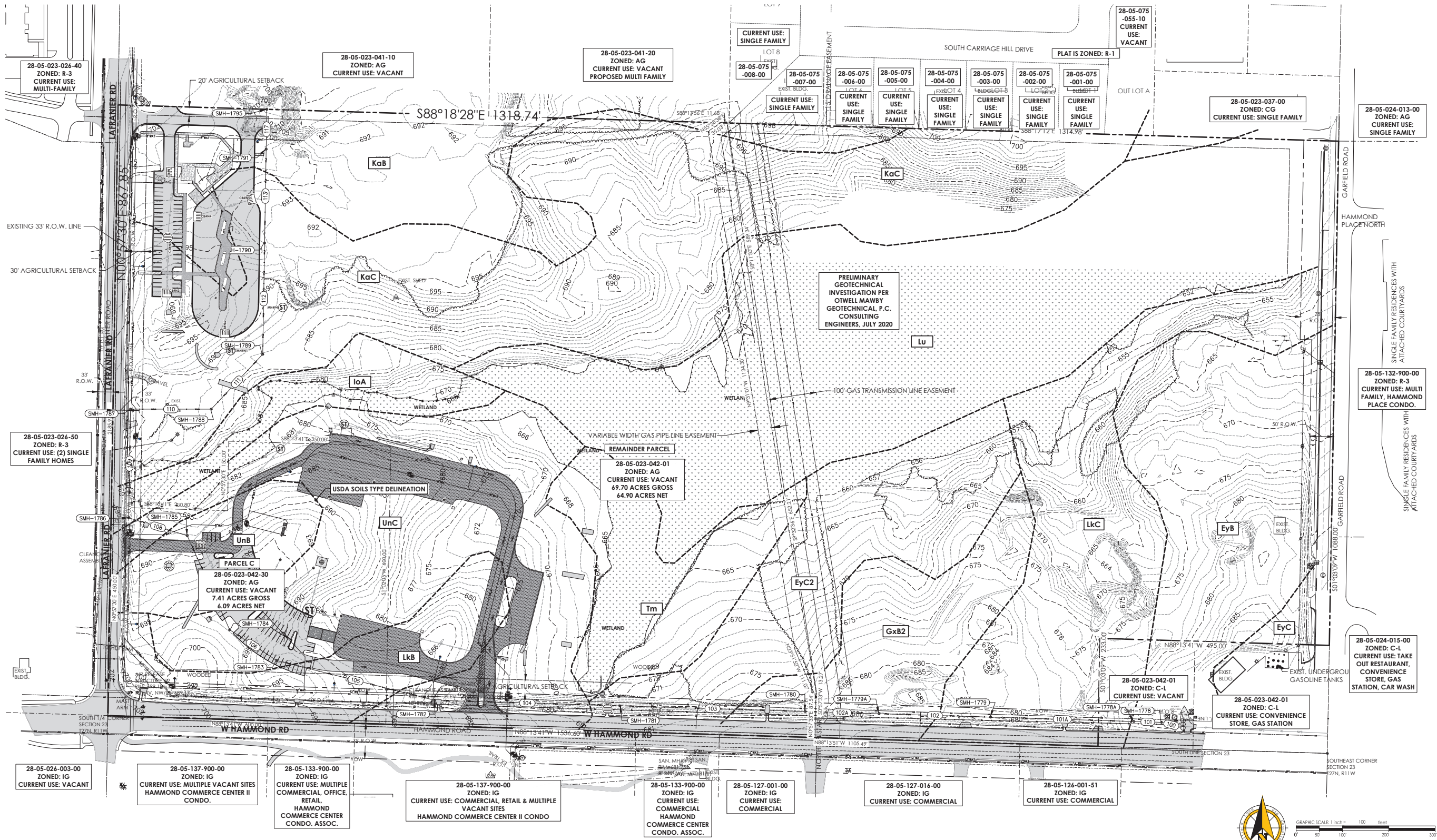
**STABILIZED CONSTRUCTION ACCESS SPECIFICATIONS**

- WHEN**
- CONSTRUCTION TRAFFIC IS EXPECTED TO LEAVE A CONSTRUCTION SITE.
  - STABILIZATION OF INTERIOR CONSTRUCTION ROADS IS DESIRED.
- WHY**
- TO MINIMIZE TRACKING OF SEDIMENT ONTO PUBLIC ROADWAYS AND TO MINIMIZE DISTURBANCE OF VEGETATION.
- WHERE**
- STABILIZED CONSTRUCTION ENTRANCES SHALL BE LOCATED AT EVERY POINT WHERE CONSTRUCTION TRAFFIC ENTERS OR LEAVES A CONSTRUCTION SITE. VEHICLES LEAVING THE SITE MUST BE ROUTED OVER THE ROCK INGRESS/EGRESS CORRIDOR.
- HOW**
- STABILIZED CONSTRUCTION ACCESS ROAD SHOULD BE ESTABLISHED AT THE ONSET OF THE CONSTRUCTION ACTIVITIES AND MAINTAINED IN PLACE FOR THE DURATION OF THE CONSTRUCTION PROJECT.
  - INSTALLATION OF THIS PRACTICE SHOULD BE THE RESPONSIBILITY OF THE SITE CLEARING OR EXCAVATING CONTRACTOR.
  - ACCESS LOCATION SHOULD BE CLEARED OF WOODY VEGETATION.
  - NON-WOVEN GEOTEXTILE FABRIC SHALL BE PLACED OVER THE EXISTING GROUND PRIOR TO PLACING STONE.
  - ACCESS SIZE SHOULD BE A MINIMUM OF 50' (30' FOR SINGLE RESIDENCE LOT).
  - ACCESS WIDTH SHOULD BE 12' MINIMUM, FLARED AT THE EXISTING ROAD TO PROVIDE A TURNING RADIUS.
  - CRUSHED AGGREGATE (2" TO 3"), OR RECLAIMED OR RECYCLED CONCRETE EQUIVALENT, SHALL BE PLACED AT LEAST 8" DEEP OVER THE LENGTH AND WIDTH OF THE INGRESS/EGRESS CORRIDOR.
- MAINTENANCE**
- PERIODIC INSPECTION AND NEEDED MAINTENANCE SHALL BE PROVIDED AFTER EACH RAIN EVENT.
  - STABILIZED ENTRANCES SHALL BE REPAIRED AND ROCK ADDED AS NECESSARY.
  - SEDIMENT DEPOSITED ON PUBLIC RIGHTS-OF-WAY SHALL BE REMOVED IMMEDIATELY AND RETURNED TO THE CONSTRUCTION SITE. REMOVE ACCUMULATED SEDIMENT IN THE SUMPS AND MAINTAIN SWEEP ROADS.
  - IF SOILS ARE SUCH THAT WASHING OF TIRES IS REQUIRED, IT SHALL BE DONE IN A WASH RACK AREA, STABILIZED WITH STONE, IMMEDIATELY PRIOR TO THE CONSTRUCTION ACCESS STABILIZED CORRIDOR.
  - AT THE PROJECT COMPLETION, ROCK ACCESS ROAD SHOULD BE REMOVED AND DISPOSED OF UNLESS UTILIZED AS SUBGRADE FOR FINAL ROAD.
- LIMITATIONS**
- EFFECTIVENESS LIMITED, SEDIMENT MAY BE TRACKED ONTO ROADS REQUIRING ADDITIONAL ACTION.

**2 OR 4 FT. DIA. CATCH BASIN DETAIL**  
NO SCALE

REV#	DATE	DES	CHK	APP	DESCRIPTION
01	23-10-14	dm	mm	mm	The Flats - Phased Preliminary Site Plan for Two-Review
02	23-10-25	dm	mm	mm	The Flats - 4-Phase Revised Preliminary Site Plan for Two-Review
03	23-11-29	dm	mm	mm	The Flats - 4-Phase PUD 020202 Major Amendment Map, Stormwater





GRAND TRAVERSE COUNTY SOILS MAP LEGEND (M055)														
Map Unit Symbol	Map Unit Name		HAMMOND ROAD											
EyB	Emmet sandy loam, 2 to 6% slopes		GxB2	Guelph-Nester loams, 2 to 6% slopes, moderately eroded		KaC	Kalkaska loamy sand, 6 to 12% slopes		Lu	Carlisle muck, 0 to 2% slopes, cool		Tm	Tonkey mucky sandy loam, 0 to 2% slopes	
	Depth to restrictive layer:	More than 80 inches		Depth to restrictive layer:	More than 80 inches		Depth to restrictive layer:	More than 80 inches		Depth to restrictive layer:	More than 80 inches			
	Natural Drainage Class:	Somewhat excessively drained		Natural Drainage Class:	Well drained		Natural Drainage Class:	Somewhat excessively drained		Natural Drainage Class:	Very poorly drained			
	Runoff Class:	Very Low		Runoff Class:	Medium		Runoff Class:	Very Low		Runoff Class:	Negligible			
	Infiltration:	0.57 to 1.98 in/hr		Infiltration:	0.20 to 0.57 in/hr		Infiltration:	5.95 to 19.98 in/hr		Infiltration:	0.14 to 14.17 in/hr			
	Depth to Water Table:	More than 80 inches		Depth to Water Table:	More than 80 inches		Depth to Water Table:	More than 80 inches		Depth to Water Table:	About 0 inches		Depth to Water Table:	About 0 inches
EyC	Emmet sandy loam, 6 to 12% slopes		IoA	Iosco-Ogemaw Loamy Sands, 0 to 2% slopes		LkB	Leelanau-Kalkaska loamy sands, 2 to 6% slopes		RcA	Richter loams, 0 to 2% slopes, overwash		UnB	Ulby-Nester complex, 2 to 6% slopes	
	Depth to restrictive layer:	More than 80 inches		Depth to restrictive layer:	More than 80 inches		Depth to restrictive layer:	More than 80 inches		Depth to restrictive layer:	More than 80 inches			
	Natural Drainage Class:	Well drained		Natural Drainage Class:	Somewhat poorly drained		Natural Drainage Class:	Well drained		Natural Drainage Class:	Somewhat poorly drained			
	Runoff Class:	Low		Runoff Class:	Low		Runoff Class:	Negligible		Runoff Class:	Low			
	Infiltration:	0.57 to 1.98 in/hr		Infiltration:	0.20 to 0.57 in/hr		Infiltration:	1.98 to 5.95 in/hr		Infiltration:	0.57 to 1.98 in/hr			
	Depth to Water Table:	More than 80 inches		Depth to Water Table:	About 6 to 18 inches		Depth to Water Table:	More than 80 inches		Depth to Water Table:	About 6 to 18 inches		Depth to Water Table:	More than 80 inches
EyC2	Emmet sandy loam, 6 to 12% slopes, moderately eroded		KaB	Kalkaska loamy sand, 2 to 6% slopes		LkC	Leelanau-Kalkaska loamy sands, 6 to 12% slopes		Ru	Roscommon mucky loamy sand		UnC	Ulby-Nester complex, 6 to 12% slopes	
	Depth to restrictive layer:	More than 80 inches		Depth to restrictive layer:	More than 80 inches		Depth to restrictive layer:	More than 80 inches		Depth to restrictive layer:	More than 80 inches			
	Natural Drainage Class:	Well drained		Natural Drainage Class:	Somewhat excessively drained		Natural Drainage Class:	Well drained		Natural Drainage Class:	Poorly drained			
	Runoff Class:	Low		Runoff Class:	Negligible		Runoff Class:	Very Low		Runoff Class:	Negligible			
	Infiltration:	0.57 to 1.98 in/hr		Infiltration:	5.95 to 19.98 in/hr		Infiltration:	1.98 to 5.95 in/hr		Infiltration:	5.95 to 19.98 in/hr			
	Depth to Water Table:	More than 80 inches		Depth to Water Table:	More than 80 inches		Depth to Water Table:	More than 80 inches		Depth to Water Table:	About 0 inches		Depth to Water Table:	More than 80 inches

830 Cottageview Dr., Ste. 201  
P.O. Box 4015  
Traverse City, MI 49685  
Phone: 231-946-9310  
www.mansfield.com  
info@mansfield.com

Mansfield

Land Use Consultants

TRAVERSE CITY HOUSING COMMISSION

THE FLATS AT CARRIAGE COMMONS

OVERALL EXISTING CONDITIONS PLAN

Section 23, Town 27 North, Range 11 West  
Garfield Township, Grand Traverse County, Michigan

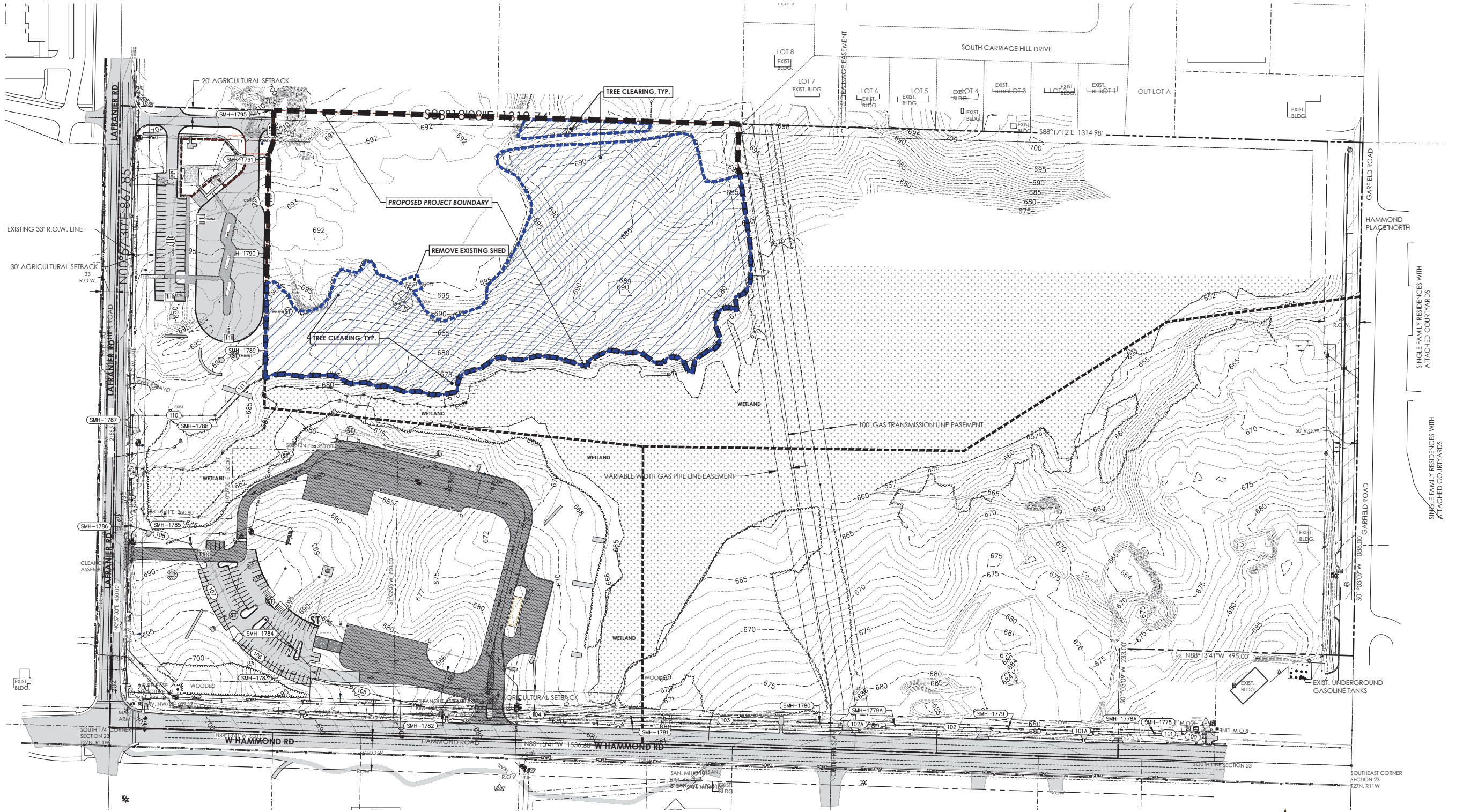
CONSTRUCTION

DATE: 23-10-10

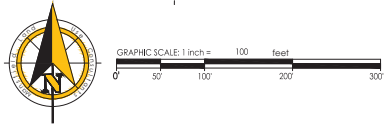
JOB NO: 23072

C2.0





**ENVIRONMENTAL ASSESSMENT NOTE:**  
EXPOSURES TO THE IMPACTED SOILS WILL BE CONSIDERED IN THE ENVIRONMENTAL PLANNING FOR THE SITE. SOILS IMPACTED WITH RESIDUAL AGROCHEMICALS IN THE HISTORIC ORCHARD AREA WILL BE MANAGED IN THAT AREA THROUGH DEVELOPMENT OF THE PROJECT GRADING PLAN. THE PROJECT GRADING PLAN WILL BE DEVELOPED SUCH THAT SOILS IN THE ORCHARD AREA REMAIN IN THAT AREA. POTENTIAL UNACCEPTABLE EXPOSURES TO THE SOILS WILL BE MANAGED OR MITIGATED BY COVERING THE SOILS WITH UNIMPACTED TOPSOIL AND VEGETATION OR COVERING WITH HARD SURFACE PARKING, DRIVEWAY OR BUILDINGS. ANY EXCESS SOILS IN THIS AREA WILL BE CHARACTERIZED AND DISPOSED OF AT A LICENSED FACILITY. IT IS ALSO POSSIBLE THAT SITE SPECIFIC EXPOSURE CRITERIA FOR THE SPECIFIC FUTURE USE IN THIS AREA CAN BE DEVELOPED WHICH WILL DEMONSTRATE ACCEPTABLE EXPOSURE FOR FUTURE USES. - ROGER MAWBY OTWELL MAWBY, P.C. CONSULTING ENGINEERS, TRAVERSE CITY, MI



Traverse City Housing Commission  
The Flats at Carriage Commons  
**DEMOLITION PLAN**  
Section 23, Town 27 North, Range 11 West  
Garfield Township, Grand Traverse County, Michigan

CONSTRUCTION

DATE: 23-10-10

BY: [Signature] FOR: [Signature]

JOB NO.: 23072

C2.1

830 Cottageview Dr., Ste. 201  
P.O. Box 4015  
Traverse City, MI 49685  
Phone: 231-946-9310  
www.mansfield.com  
info@mansfield.com

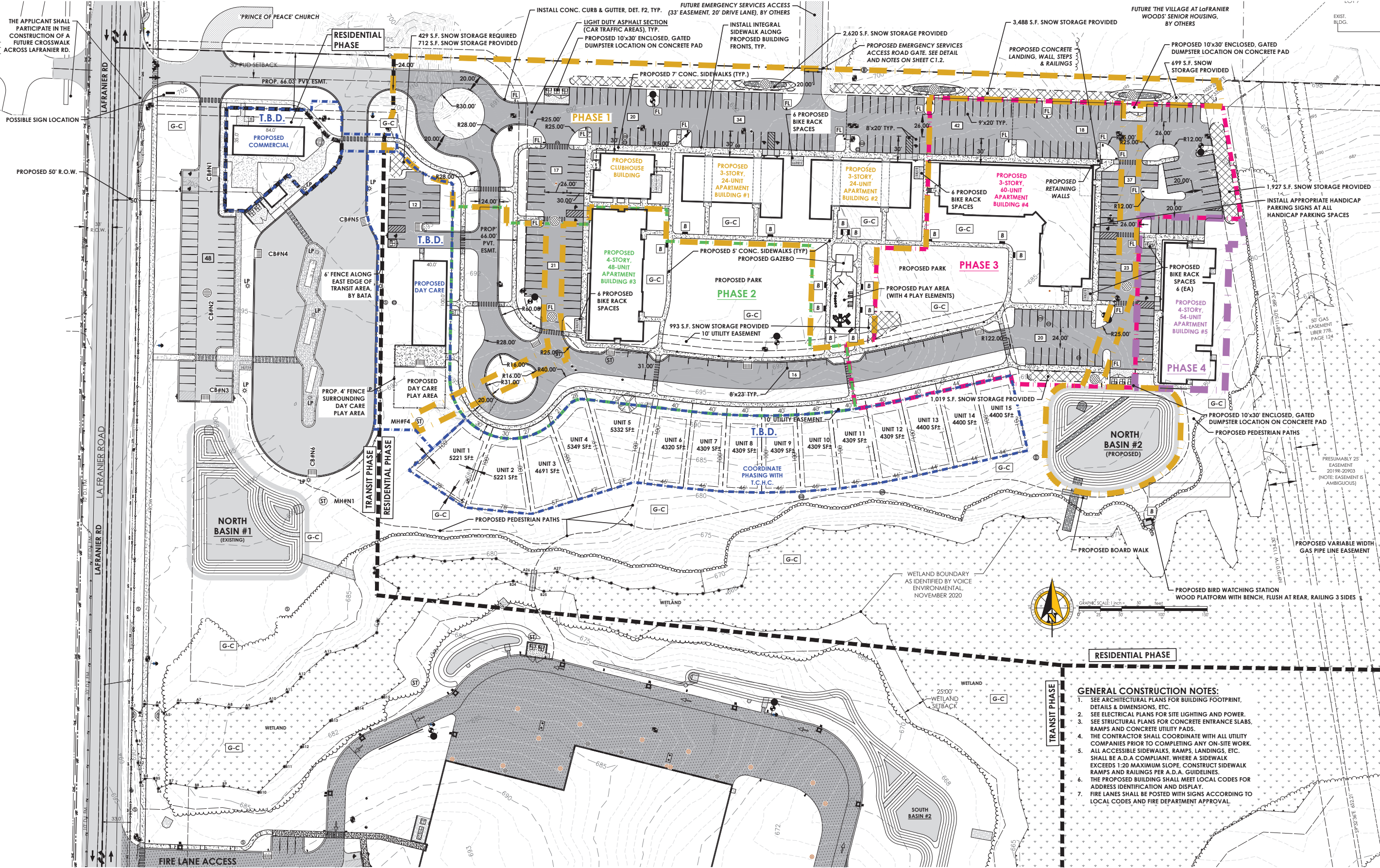
**Mansfield**  
Land Use Consultants

REV	DATE	BY	CHK	DESC
01	23-10-10	dim	mmf	The Flats - Phased Preliminary Site Plan for Top Review
02	23-10-25	dim	mmf	The Flats - 4-Phase Revised Preliminary Site Plan for Top Review
03	23-11-29	dim	mmf	The Flats - 4-Phase FUD 1/2020/02 Major Amendment Top, Submittal









**BATA/TCHC PUD CAFÉ/COMMERCIAL BUILDING - LIST OF PERMITTED USES (UPDATED 4-5-2021)**

- FINANCIAL INSTITUTION, WITHOUT DRIVE-THROUGH
- MEDICAL OFFICE, CLINIC
- OFFICE
- CAFE, WITHOUT DRIVE-THROUGH
- AN ESTABLISHMENT WHERE FOOD AND DRINKS ARE PREPARED, SERVED, AND CONSUMED, MOSTLY WITHIN THE PRINCIPAL BUILDING SUCH AS LUNCH COUNTERS, DAIRY BARS, COFFEE SHOPS, AND OTHER SIMILAR ESTABLISHMENTS.
- RETAIL, LOW VOLUME
- THE SALE OR RENTAL OF GOODS OR MERCHANDISE, INCLUDING THE RENDERING OF SERVICES INCIDENTAL TO THE SALE OF SUCH GOODS, TAKING PLACE IN A BUILDING OF LESS THAN FIVE THOUSAND (5,000) SQUARE FEET. LOW VOLUME RETAIL PRIMARILY SERVES RESIDENTS OF THE SURROUNDING NEIGHBORHOOD.
- SERVICE ESTABLISHMENT, PERSONAL
- ESTABLISHMENTS PRIMARILY ENGAGED IN PROVIDING SERVICES INVOLVING THE CARE OF A PERSON OR THEIR GOODS SUCH AS BEAUTY SHOPS, BARBER SHOPS, LAUNDRY FACILITY, JEWELRY REPAIR SHOPS, DRY CLEANING ESTABLISHMENT (PICKUP ONLY), AND SHOE REPAIR, EXCLUDING THE PROCESSING OF PHYSICAL MATERIALS.

**BATA TRANSFER STATION:**

BATA INTENDS TO CONTINUE TO SERVE INDIAN TRAILS INTERCITY BUS RIDERS VIA ITS HALL STREET TRANSFER STATION. BUS SERVICE AT THE PROPOSED LAFRANIER TRANSFER STATION IS INTENDED FOR PRIMARILY BATA BUS SERVICES, BUT THE APPLICANT DOES NOT WISH TO LIMIT ANY FUTURE ADDITIONAL REGIONAL TRANSPORTATION OPPORTUNITIES SUCH AS EMPLOYER SHUTTLE BUSES ETC.

**NOTES:**

- ANY PROPOSED SIGNS SHALL BE SET BACK A MIN. OF 10' FROM ALL R.O.W. LINES. MEET ALL GARFIELD TOWNSHIP SIGN STANDARDS AND BE APPROVED THROUGH THE SIGN PERMITTING PROCESS.
- BICYCLE PARKING SPACES FOR APARTMENT BUILDINGS WAS CALCULATED BASED UPON REQUIRED PARKING SPACES PER BUILDING.
- BICYCLE PARKING SPACES FOR PROPOSED COMMERCIAL USE BUILDING IN RESIDENTIAL PHASE WAS CALCULATED USING OFFICE USE PARKING AT 1 SPACE PER 200 S.F.
- ALL BIKE RACKS TO MEET GARFIELD TOWNSHIP SPECIFICATIONS.
- UNLESS OTHERWISE NOTED, ALL SIDEWALKS ABUTTING PARKING SPACES ARE TO BE 7' IN WIDTH AND ALL OTHER SIDEWALKS ARE TO BE 5' IN WIDTH.
- ALL AREAS NOT OCCUPIED BY ROADS, PARKING LOTS, DRIVE LANES, RESIDENTIAL OR COMMERCIAL BUILDINGS, PRIVATE RESIDENTIAL LOTS, DUMPSTERS, FUEL TANKS OR SIMILAR, ARE TO BE CONSIDERED AS GENERAL COMMONS USE AREAS. AREAS LABELED ARE G-C ON SITE PLAN AREA SHOWN TO REPRESENT TYPICAL GENERAL COMMONS USE AREAS AN MAY NOT INCLUDE ALL GENERAL COMMONS USE AREAS.

**MULTI-FAMILY RESIDENTIAL UNIT MIX (APPROXIMATE)**

48%	100	STUDIOS (~400SF)
33%	70	ONE-BEDROOM (~600SF)
19%	40	TWO-BEDROOM (~800SF)
100%	210	TOTAL UNITS

**LEGEND**

- PARK BENCH LOCATION
- NO PARKING FIRE LANE SIGN, TYP.
- GENERAL COMMONS USE AREA

**MULTI-FAMILY PARKING**

PHASE 1 MULTI-FAMILY HOUSING MAY PROCEED WITH 1:2 PARKING SPACES PER UNIT (RELIEF FROM STANDARD). PARKING CONDITIONS FOR THE FIRST PHASE OF THE MULTI-FAMILY RESIDENTIAL HOUSING SHALL BE REVIEWED PRIOR TO ISSUING A LAND USE PERMIT FOR SECOND PHASE OF THE MULTI-FAMILY RESIDENTIAL HOUSING.

830 Cottageview Dr., Ste. 201  
P.O. Box 4015  
Traverse City, MI 49665  
Phone: 231-946-9310  
www.mansfield.com  
info@mansfield.com

**Mansfield**  
Land Use Consultants

REV#	DATE	DES	DWN	CHK	DESC
01	23-10-14	dm	mm	mm	The Flats - Phase 1 Preliminary Site Plan for Two-Review
02	23-10-25	dm	mm	mm	The Flats - 4-Phase Revised Preliminary Site Plan for Two-Review
03	23-11-29	dm	mm	mm	The Flats - 4-Phase PUD #2020-02 Minor Amendment Map, Submittal

Traverse City Housing Commission  
The Flats at Carriage Commons  
**SITE & DIMENSION PLAN**

Section 23, Town 27 North, Range 11 West  
Garfield Township, Grand Traverse County, Michigan

**CONSTRUCTION**

dim	
mm	

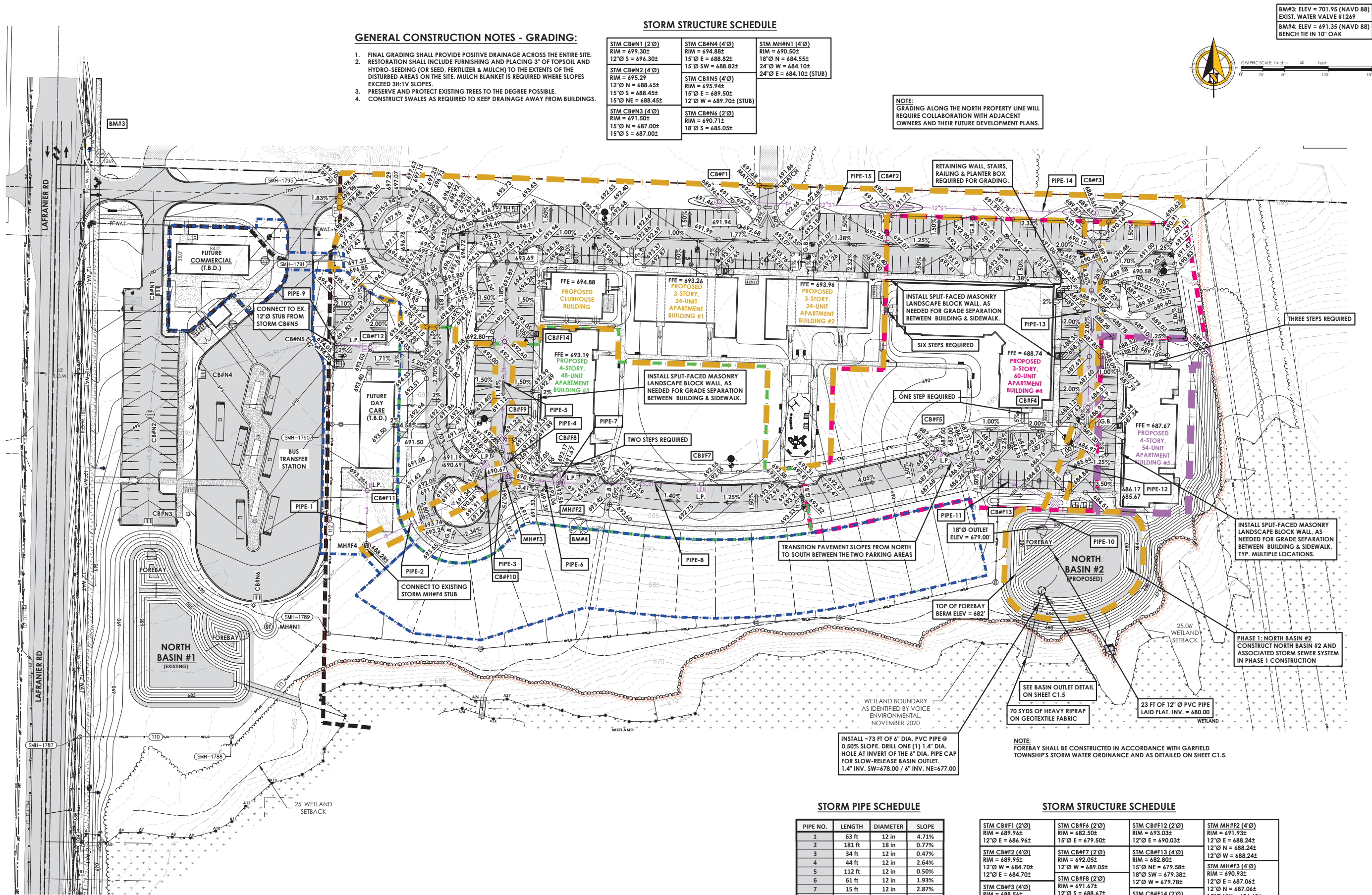
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mm	mm	mm

JOB NO: 23072

**C4.0**



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GENERAL CONSTRUCTION NOTES - GRADING:

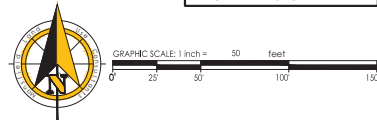
1. FINAL GRADING SHALL PROVIDE POSITIVE DRAINAGE ACROSS THE ENTIRE SITE.
2. RESTORATION SHALL INCLUDE FURNISHING AND PLACING 3" OF TOPSOIL AND HYDRO-SEEDING (OR SEED, FERTILIZER & MULCH) TO THE EXTENTS OF THE DISTURBED AREAS ON THE SITE. MULCH BLANKET IS REQUIRED WHERE SLOPES EXCEED 3H:1V SLOPES.
3. PRESERVE AND PROTECT EXISTING TREES TO THE DEGREE POSSIBLE.
4. CONSTRUCT SWALES AS REQUIRED TO KEEP DRAINAGE AWAY FROM BUILDINGS.

STORM STRUCTURE SCHEDULE

STM CB#N1 (2'Ø) RIM = 699.30± 12"Ø S = 696.30±	STM CB#N4 (4'Ø) RIM = 694.88± 15"Ø E = 688.82± 15"Ø SW = 688.82±	STM MH#N1 (4'Ø) RIM = 690.50± 18"Ø N = 684.55± 24"Ø W = 684.10± 24"Ø E = 684.10± (STUB)
STM CB#N2 (4'Ø) RIM = 695.29 12"Ø N = 688.65± 15"Ø S = 688.45± 15"Ø NE = 688.45±	STM CB#N5 (4'Ø) RIM = 695.94± 15"Ø E = 689.50± 12"Ø W = 689.70± (STUB)	
STM CB#N3 (4'Ø) RIM = 691.50± 15"Ø N = 687.00± 15"Ø S = 687.00±	STM CB#N6 (2'Ø) RIM = 690.71± 18"Ø S = 685.05±	

NOTE:  
GRADING ALONG THE NORTH PROPERTY LINE WILL  
REQUIRE COLLABORATION WITH ADJACENT  
OWNERS AND THEIR FUTURE DEVELOPMENT PLANS.

BM#3: ELEV = 701.95 (NAVD 88)  
EXIST. WATER VALVE #1269  
BM#4: ELEV = 691.35 (NAVD 88)  
BENCH TIE IN 10" OAK



STORM PIPE SCHEDULE

PIPE NO.	LENGTH	DIAMETER	SLOPE
1	63 ft	12 in	4.71%
2	181 ft	18 in	0.77%
3	34 ft	12 in	0.47%
4	44 ft	12 in	2.64%
5	112 ft	12 in	0.50%
6	61 ft	12 in	1.93%
7	15 ft	12 in	2.87%
8	162 ft	12 in	0.50%
9	45 ft	12 in	0.73%
10	15 ft	18 in	2.53%
11	148 ft	12 in	3.00%
12	115 ft	15 in	0.37%
13	224 ft	15 in	0.84%
14	232 ft	12 in	1.13%
15	198 ft	12 in	1.14%

STORM STRUCTURE SCHEDULE

STM CB#F1 (2'Ø) RIM = 689.94± 12"Ø E = 686.94±	STM CB#F6 (2'Ø) RIM = 682.50± 15"Ø E = 679.50±	STM CB#F12 (2'Ø) RIM = 693.03± 12"Ø E = 690.03±	STM MH#F2 (4'Ø) RIM = 691.93± 12"Ø E = 688.24± 12"Ø N = 688.24± 12"Ø W = 688.24±
STM CB#F2 (4'Ø) RIM = 689.95± 12"Ø W = 684.70± 12"Ø E = 684.70±	STM CB#F7 (2'Ø) RIM = 692.05± 12"Ø W = 689.05±	STM CB#F13 (4'Ø) RIM = 682.80± 15"Ø NE = 679.58± 18"Ø SW = 679.38± 12"Ø W = 679.78±	STM MH#F3 (4'Ø) RIM = 690.93± 12"Ø E = 687.06± 12"Ø N = 687.06± 15"Ø NW = 686.68± 18"Ø SW = 686.68±
STM CB#F3 (4'Ø) RIM = 688.56± 12"Ø W = 682.29± 15"Ø S = 682.09±	STM CB#F8 (2'Ø) RIM = 691.67± 12"Ø S = 688.67±	STM CB#F14 (2'Ø) RIM = 692.60± 12"Ø S = 688.78±	
STM CB#F4 (4'Ø) RIM = 686.51± 15"Ø N = 680.21± 15"Ø SW = 680.21±	STM CB#F9 (2'Ø) RIM = 691.22± 12"Ø S & N = 688.22±		STM MH#F4 (4'Ø) RIM = 688.28± 18"Ø NE = 685.28± 12"Ø N = 685.28± 24"Ø SW = 684.88±
STM CB#F5 (2'Ø) RIM = 687.22± 12"Ø SE = 684.22±	STM CB#F10 (2'Ø) RIM = 689.84± 15"Ø E = 686.84±	STM CB#F11 (2'Ø) RIM = 693.25± 12"Ø E = 688.25±	

Traverse City Housing Commission  
The Flats at Carriage Commons  
GRADING & STORM PLAN

Section 23, Town 27 North, Range 11 West  
Garfield Township, Grand Traverse County, Michigan

CONSTRUCTION

DATE: 11/29/23  
DRAWN BY: jma  
CHECKED BY: jma  
SCALE: 1" = 40'

JOB NO: 23072

C5.0

REV#	DATE	BY	CHK	DESCRIPTION
01	11/23/23	jma	jma	Issue Flats - Proposed Preliminary Site Plan for Two-Review
02	11/23/23	jma	jma	Issue Flats - 4th Phase Revised Preliminary Site Plan for Two-Review
03	11/23/23	jma	jma	Issue Flats - 4th Phase RUD #2023-02 Minor Amendment Map, Submittal

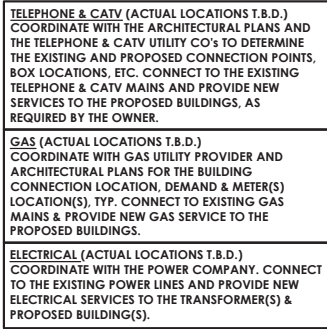
830 Cottageview Dr., Ste. 201  
P.O. Box 4015  
Traverse City, MI 49685  
Phone: 231-946-9310  
www.mansfield.com  
info@mansfield.com

**Mansfield**  
Land Use Consultants



BM#3: ELEV = 701.95 (NAVD 88) EXIST. WATER VALVE #1269
BM#4: ELEV = 691.35 (NAVD 88) BENCH TIE IN 10" OAK

**Mansfield**  
— **and** —  
**Land Use Consultants**



- ## **GENERAL CONSTRUCTION NOTES:**
1. WATER SERVICES: ALL CONSTRUCTION AND MATERIALS SHALL CONFORM TO THE TOWNSHIP'S CURRENT STANDARDS, SPECIFICATIONS AND DETAILS.
  2. SANITARY SERVICES: ALL CONSTRUCTION AND MATERIALS OF SANITARY SERVICES, CLEANOUTS, IPP MANHOLES AND CONNECTIONS TO THE SANITARY MAIN SHALL CONFORM TO THE TOWNSHIP'S STANDARDS, SPECIFICATIONS AND DETAILS. ALL WORK SHALL ALSO BE COMPLIANT WITH THE CONSTRUCTION CODE OFFICE AND THE COUNTY DPW.
  3. SANITARY SERVICES: NO CONNECTION RECEIVING STORM WATER OR GROUNDWATER SHALL BE MADE TO SANITARY SERVICES.
  4. EACH PUBLIC UTILITY SHALL BE WITHIN ITS OWN 20'-WIDE EASEMENT CENTERED ON THE UTILITY. EASEMENTS FOR SERVICES EXTEND TO 10' BEYOND THE IPP MANHOLE FOR THE SANITARY SERVICES AND TO 10' BEYOND THE P.U.V. AND CURB STOP/BOX FOR THE WATER SERVICES.
  5. THE DOMESTIC WATER AND FIRE PROTECTION SERVICES SHALL BE SEPARATE CONNECTIONS TO THE BUILDING(S).
  6. SEE ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DETAILS OF THE UTILITY CONNECTIONS AT THE BUILDING.
  7. THE CONTRACTOR SHALL FOLLOW ALL STATE REGULATIONS FOR CONFINED SPACE ENTRY.
  8. COORDINATE ALL UTILITY WORK WITH THE COUNTY DPW AND PROVIDE 48 HOURS NOTICE PRIOR TO BEGINNING CONSTRUCTION.
  9. THE CONTRACTOR SHALL NOT DISRUPT THE WATER MAIN AND SANITARY SEWER SERVICE TO THE SURROUNDING CUSTOMERS. ANY REQUIRED DISRUPTION IN SERVICE SHALL BE COMMUNICATED AND COORDINATED WITH THE COUNTY DPW BY THE CONTRACTOR A MINIMUM OF 24 HOURS IN ADVANCE. THE CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR PROVIDING BOTTLED WATER, DISINFECTING AND TESTING THE WATER MAIN BEFORE RECONNECTING.
  10. THE WATER MAIN MATERIAL SHALL BE C900 18" UNLESS OTHERWISE INDICATED FROM ENVIRONMENTAL ASSESSMENT. ALL SEWER MAIN MATERIAL SHALL BE C900 18" UNLESS OTHERWISE INDICATED FROM ENVIRONMENTAL ASSESSMENT. A MINIMUM OF 10" HORIZONTAL SEPARATION AND 1.5' VERTICAL SEPARATION FROM SANITARY SEWERS AND STORM SEWERS. MEASUREMENTS ARE FROM OUTSIDE TO OUTSIDE OF PIPE.
  11. THE SITE CONTRACTOR IS RESPONSIBLE FOR INSTALLATION OF SITE UTILITIES UP TO WITHIN 5' OF THE PROPOSED BUILDING. THE BUILDING CONTRACTOR SHALL BE RESPONSIBLE FOR UTILITIES WITHIN 5' OF THE PROPOSED BUILDING AND INTERNALLY. COORDINATE CONSTRUCTION.
  12. SEE ARCHITECTURAL, LANDSCAPE AND ELECTRICAL PLANS FOR DETAILS ON SITE LIGHTING AND IRRIGATION, CONDUTS, BUILDING CONNECTIONS, ETC.
  13. HYDRANT NOZZLES SHALL FACE THE BUILDINGS OR ROADWAYS.
  14. ALL WATER MAIN MATERIAL SHALL BE C900 18" UNLESS OTHERWISE INDICATED FROM ENVIRONMENTAL ASSESSMENT.
  15. ALL TERMINATION POINTS ON THE SANITARY SEWER AND WATER MAIN SHALL BE MARKED WITH A 4"x4" TREATED POST.
  16. ALL WORK WITHIN THE PUBLIC RIGHT-OF-WAY, WHERE REQUIRED, SHALL INCLUDE THE USE OF TRENCH BOXES AND SHEETING DURING THE INSTALLATION TO PREVENT DAMAGE TO THE EXISTING ROADWAY AND UTILITIES. Dewatering, if required, shall be completed per the standard DPW specifications.

REV#	DATE	DEN	CHK	
01	23-10-16	dm	mnm	The R01s - Phased Preliminary Site Plan for Two, Review
02	23-10-29	dm	mnm	The R01s - 4-Phase Revised Preliminary Site Plan for Two, Review
03	23-11-29	dm	mnm	The R01s - 4-Phase PUD / 2026-Q2 Minor Amendment Two, Submittal

Traverse City Housing Commission  
 The Flats at Carriage Commons  
**UTILITY PLAN**  
 Section 23, Town 27 North, Range 11 West  
 Garfield Township, Grand Traverse County, Michigan

CONSTRUCTION

dim  
IDR:  
CDD:  
CREATED:

JOB NO.: 23072

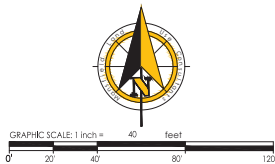
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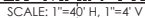






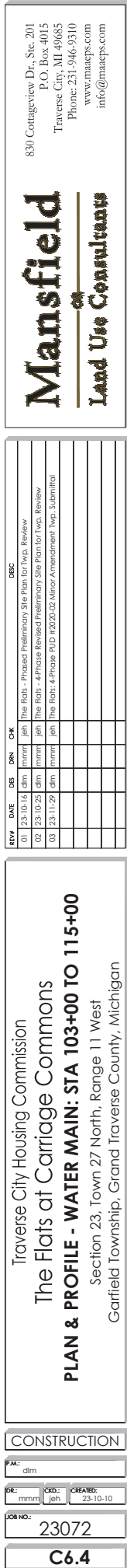
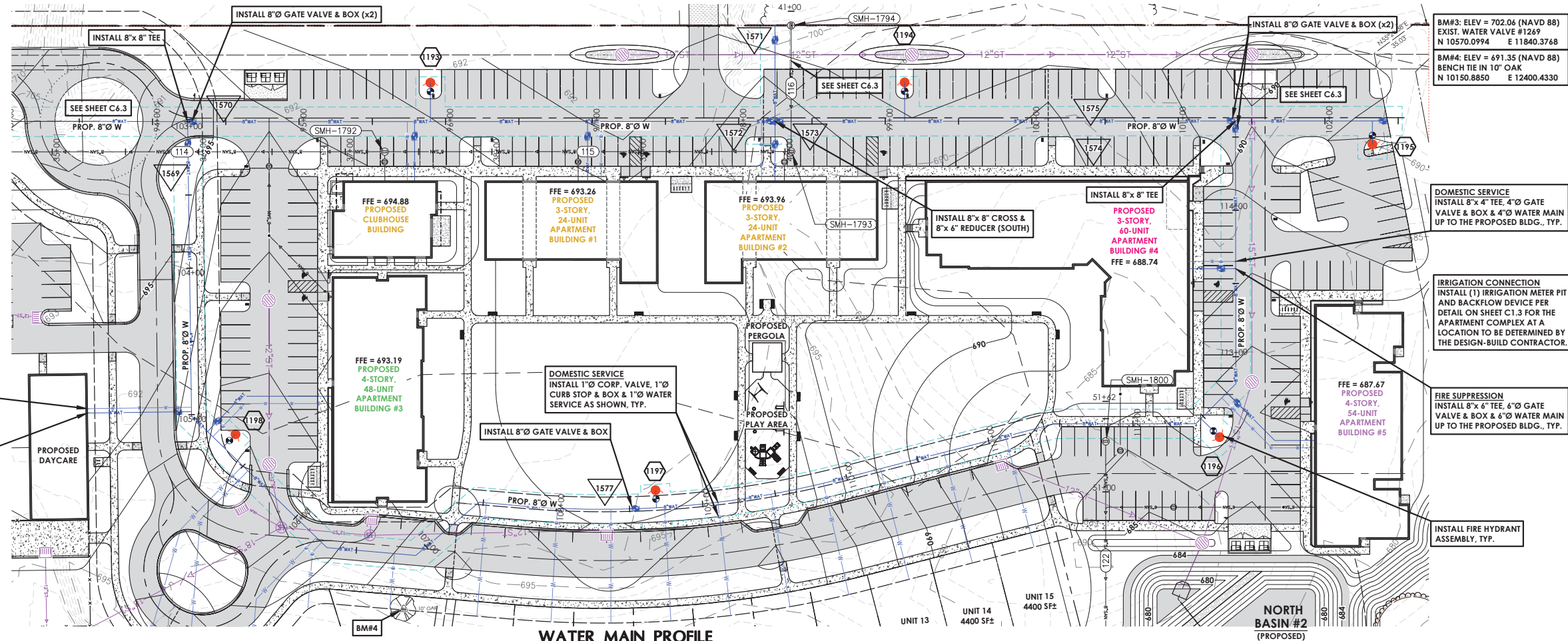
830 Cottageview Dr., Ste. 201  
P.O. Box 4015  
Traverse City, MI 49685  
Phone: 231-946-9310  
[www.maacps.com](http://www.maacps.com)  
[info@maacps.com](mailto:info@maacps.com)

## Land Use Constraints

[illegible][illegible]

Traverse City Housing Commission  
The Flats at Carriage Commons  
**PLAN & PROFILE - WATER MAIN: STA 90+00 TO 103+00**  
Section 23, Town 27 North, Range 11 West  
Garfield Township, Grand Traverse County, Michigan

CONSTRUCTION		
P.M.: dlm		
DR.: mmm	CED.: jeh	CREATED: 23-10-10
JOB NO.: 23072		
C6.3		





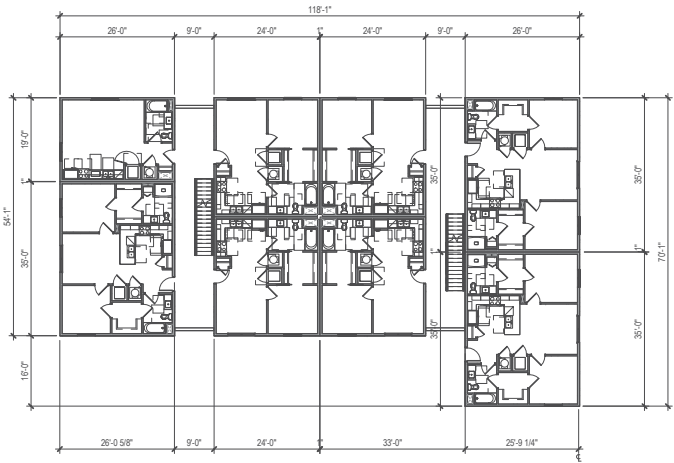




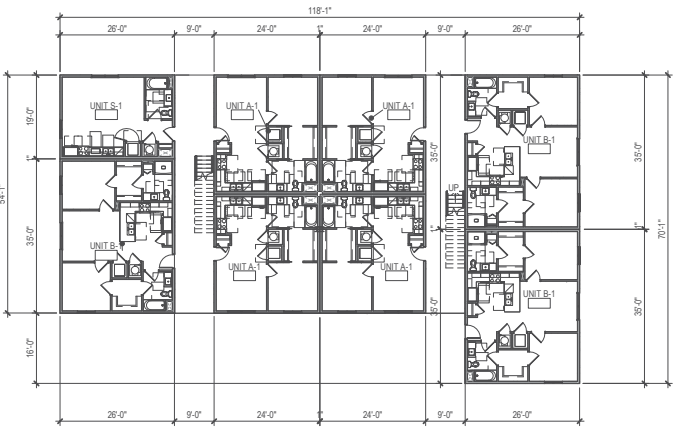




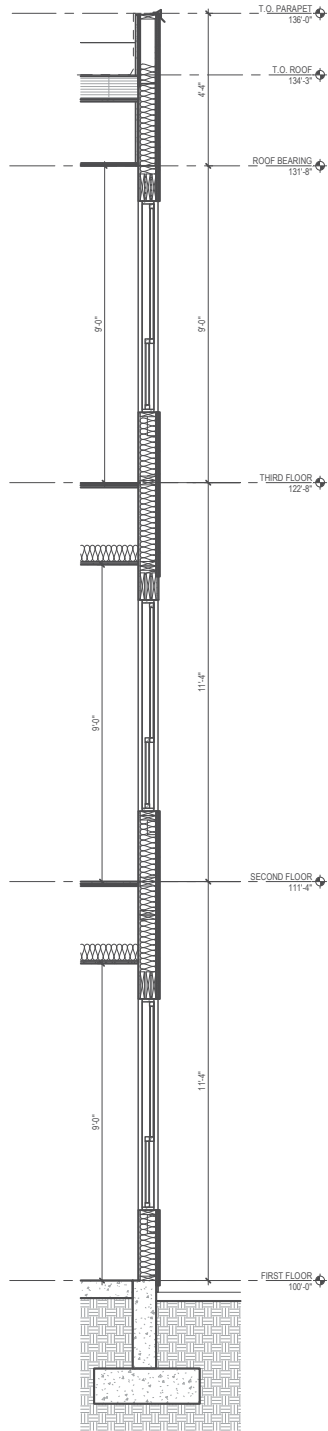
4 TYP FRONT ELEVATION  
1/16" = 1'-0"



3 TYPICAL UPPER FLOOR PLAN  
1/16" = 1'-0"



2 GROUND FLOOR PLAN  
1/16" = 1'-0"



1 TYP WALL SECTION - PHASE 1  
1/2" = 1'-0"

MATERIAL KEYNOTES	
SPECIFICATION SECTION	DESCRIPTION

COA ARCHITECT COA ENGINEER

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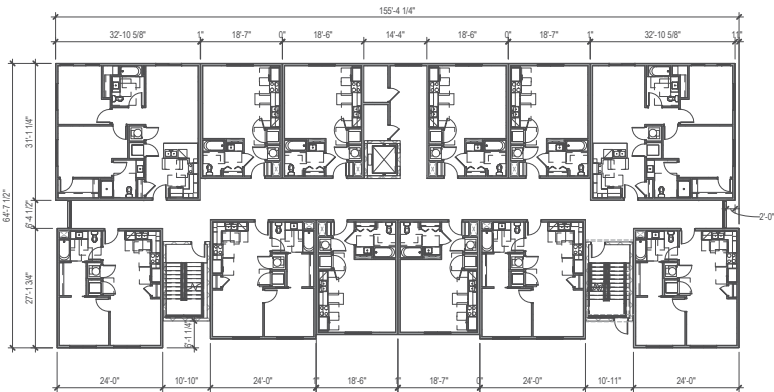
ISSUANCE  
PUD AMENDMENT 11/16/2023  
REV 2 11/27/2023

PROJECT NUMBER  
91870001  
PROJECT MANAGER  
C. ARONSON  
PROFESSIONAL

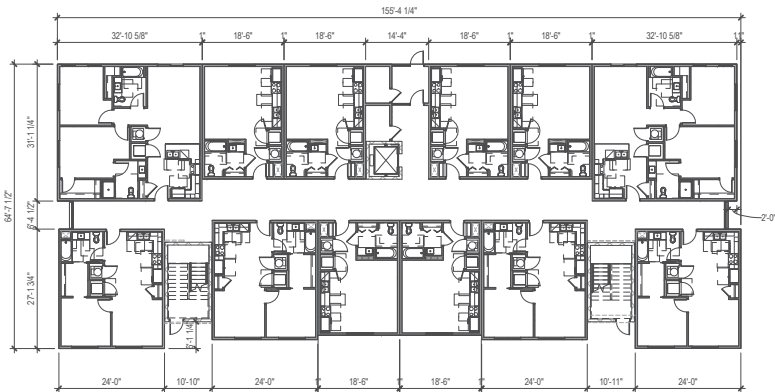
DRAWN BY  
K. MINTON  
CHECKED BY



4 FRONT ELEVATION - 4 STORY  
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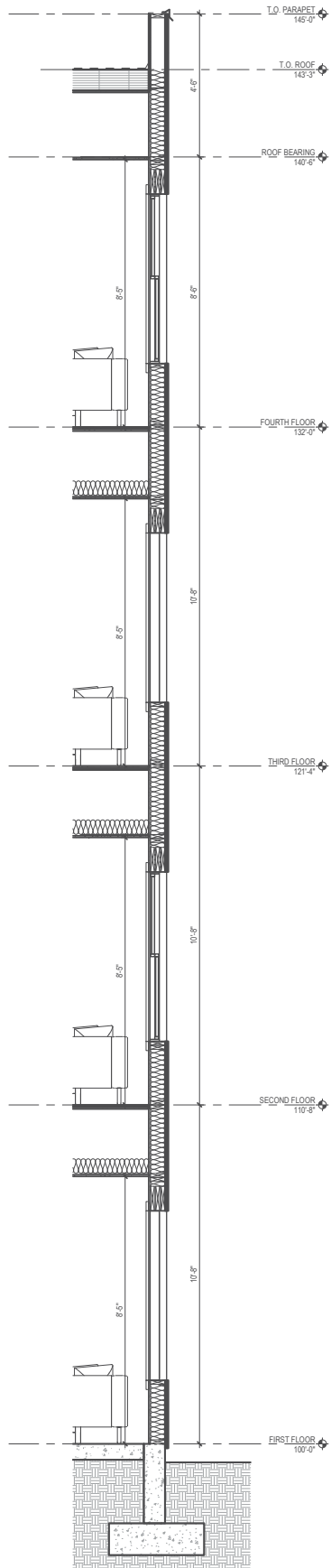


3 TYP FLOOR  
1/16" = 1'-0"



2 GROUND FLOOR PLAN  
1/16" = 1'-0"

UNIT TYPE	COUNT
STUDIO	16
1 BED	24
2 BED	8
TOTAL:	48
PER FLOOR SF:	9,625 GSF
TOTAL:	38,500 GSF



1 TYP. WALL SECTION PH 2  
1/2" = 1'-0"

MATERIAL KEYNOTES

SPECIFICATION SECTION	DESCRIPTION
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THE FLATS AT CARRIAGE COMMONS

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ISSUANCE  
PUD AMENDMENT 11/16/2023  
REV 1 11/20/2023  
REV 2 11/27/2023

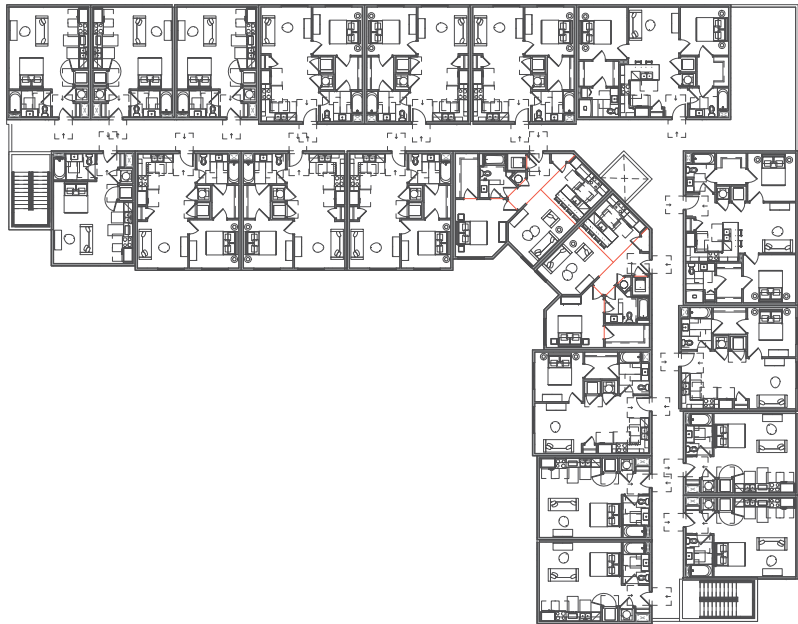
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91870001  
PROJECT MANAGER  
M WYCHERS  
PROFESSIONAL

DRAWN BY  
R HOEKSTRA  
CHECKED BY

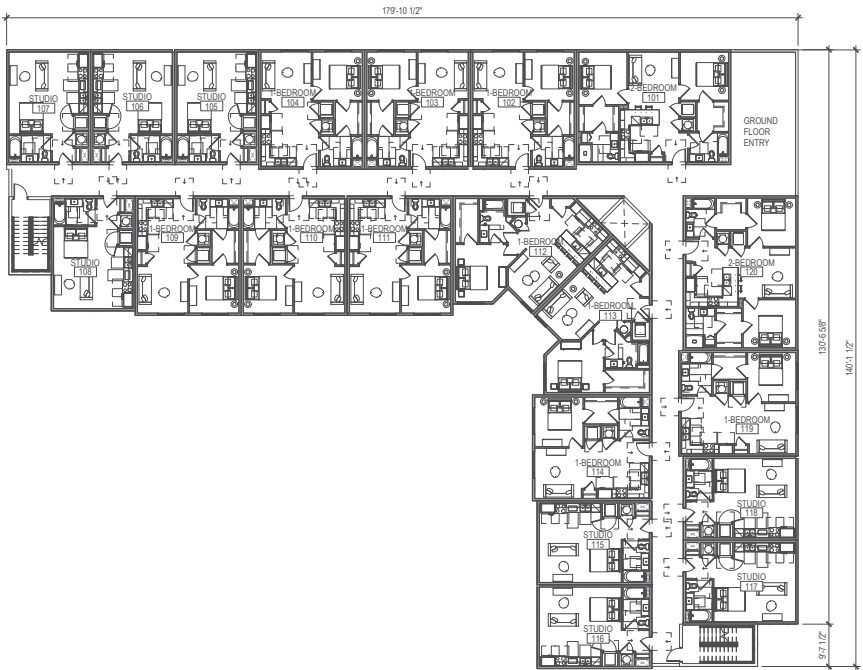
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35  
PHASE 3 BUILDING  
THIS DOCUMENT HAS BEEN PREPARED BY PROGRESSIVE AE AS AN INSTRUMENT OF SERVICE, AND PROGRESSIVE AE  
SHALL BE RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION CONTAINED HEREIN. THE CLIENT'S RESPONSIBILITY IS TO  
VERIFY THE INFORMATION CONTAINED HEREIN.



4 FRONT ELEVATION  
1/16" = 1'-0"

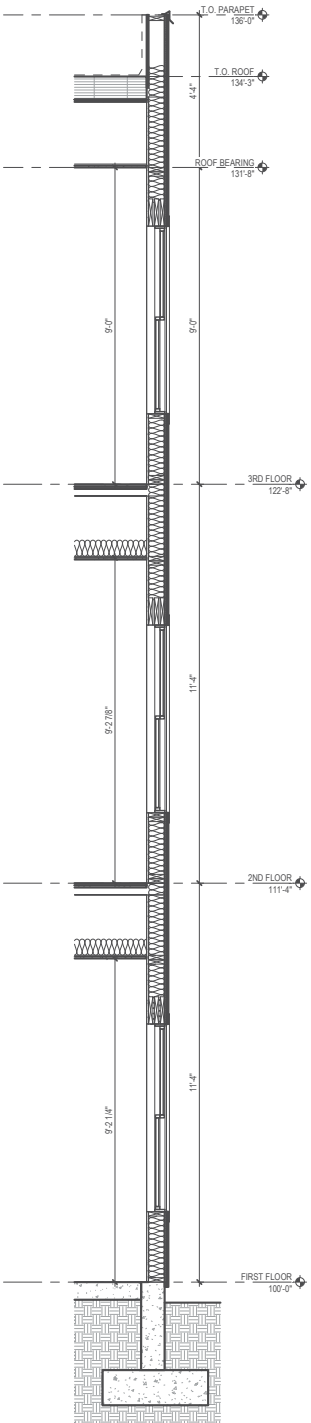


3 TYP FLOOR PLAN  
1/16" = 1'-0"



1 PHASE 3 BUILDING - GROUND FLOOR  
1/16" = 1'-0"

UNIT TYPE	COUNT
STUDIO	40
1 BED	10
2 BED	10
TOTAL	60
PER FLOOR SF	15,110 GSF
TOTAL	45,330 GSF



2 TYP WALL SECTION PH 3  
1/2" = 1'-0"

NOT FOR  
CONSTRUCTION

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ISSUANCE  
PUD AMENDMENT 11/16/2023  
REV 1 11/20/2023  
REV 2 11/27/2023

REVISIONS  
NO. DATE DESCRIPTION

FILE NUMBER PROJECT  
PROJECT MANAGER #9181001  
PROFESSIONAL WYCHERS  
DRAWN BY R  
CHECKED BY HOEKSTRA

PHASE 3  
BUILDING  
A1.3

TCHC  
THE FLATS AT CARRIAGE COMMONS

SECTION 28, TOWN 27 NORTH, RANGE WEST, GARFIELD TOWNSHIP, 49066

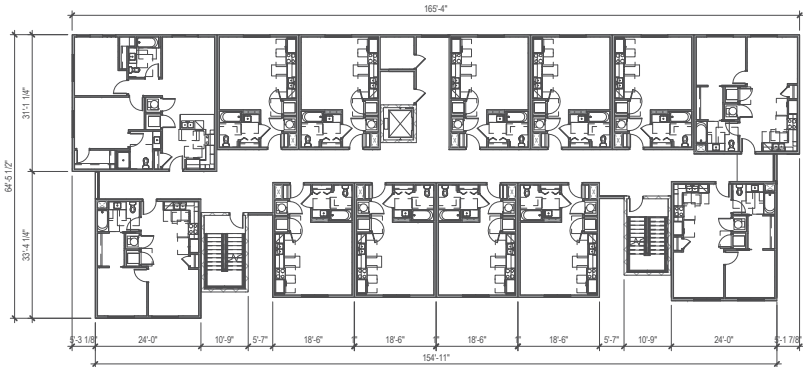
1811 4 Mile Rd NE | Grand Rapids, MI 49525 | 616.301.2064 | www.progressiveae.com

progressive ae



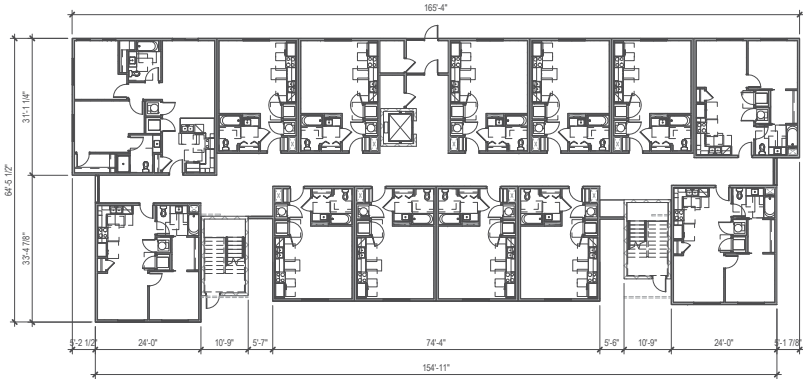


4 FRONT ELEVATION - 4 STORY  
1/16" = 1'-0"

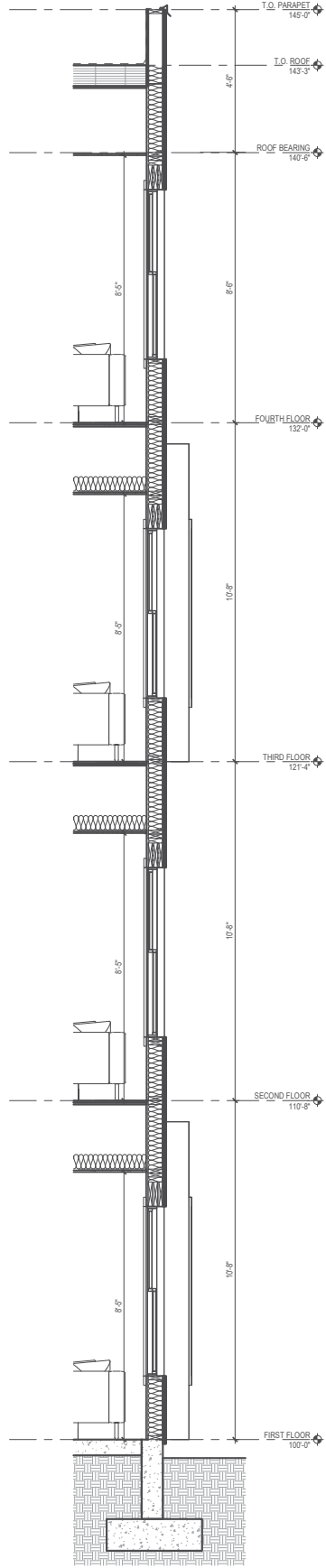


UNIT TYPE	COUNT
STUDIO	38
1 BED	12
2 BED	4
TOTAL:	54
PER FLOOR SF:	9,985 GSF
TOTAL:	38,340 GSF

3 TYP FLOOR  
1/16" = 1'-0"



2 GROUND FLOOR PLAN  
1/16" = 1'-0"



1 TYP. WALL SECTION PH 4  
1/2" = 1'-0"

MATERIAL KEYNOTES

SPECIFICATION SECTION	DESCRIPTION
-----------------------	-------------

THE FLATS AT CARRIAGE COMMONS

COA ARCHITECT COA ENGINEER

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ISSUANCE  
PUD AMENDMENT 11/16/2023  
REV 1 11/20/2023  
REV 2 11/27/2023

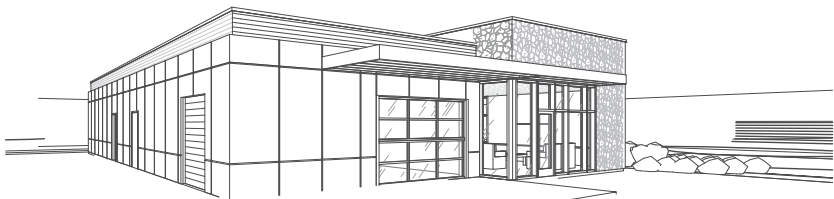
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PROJECT MANAGER  
M WYCHERS  
PROFESSIONAL

DRAWN BY  
R HOEKSTRA  
CHECKED BY

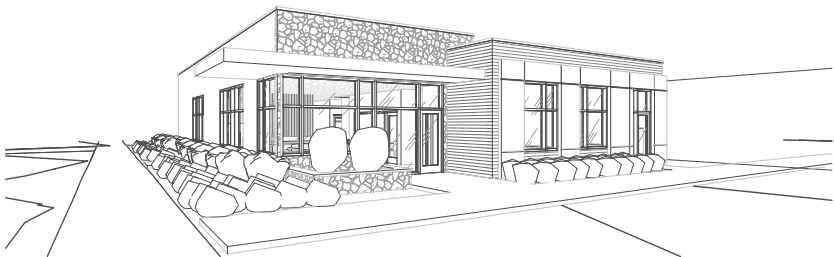




REPRESENTATIVE IMAGE OF BUILDING CHARACTER



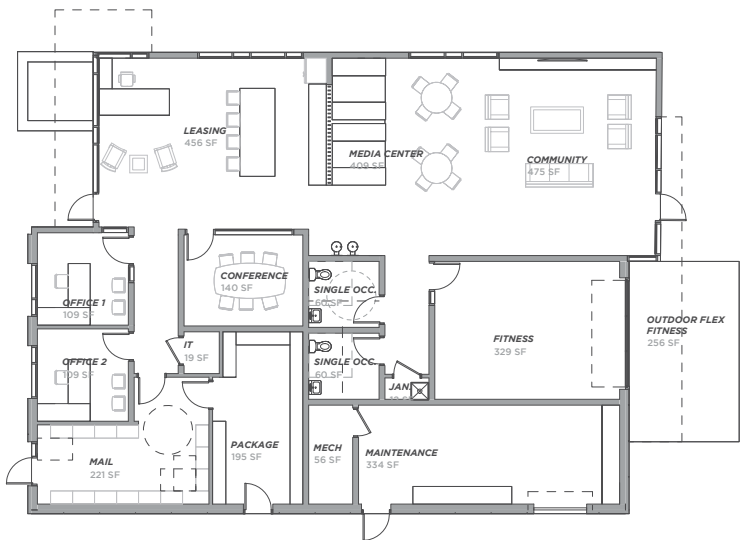
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3 FRONT ENTRANCE large sheet

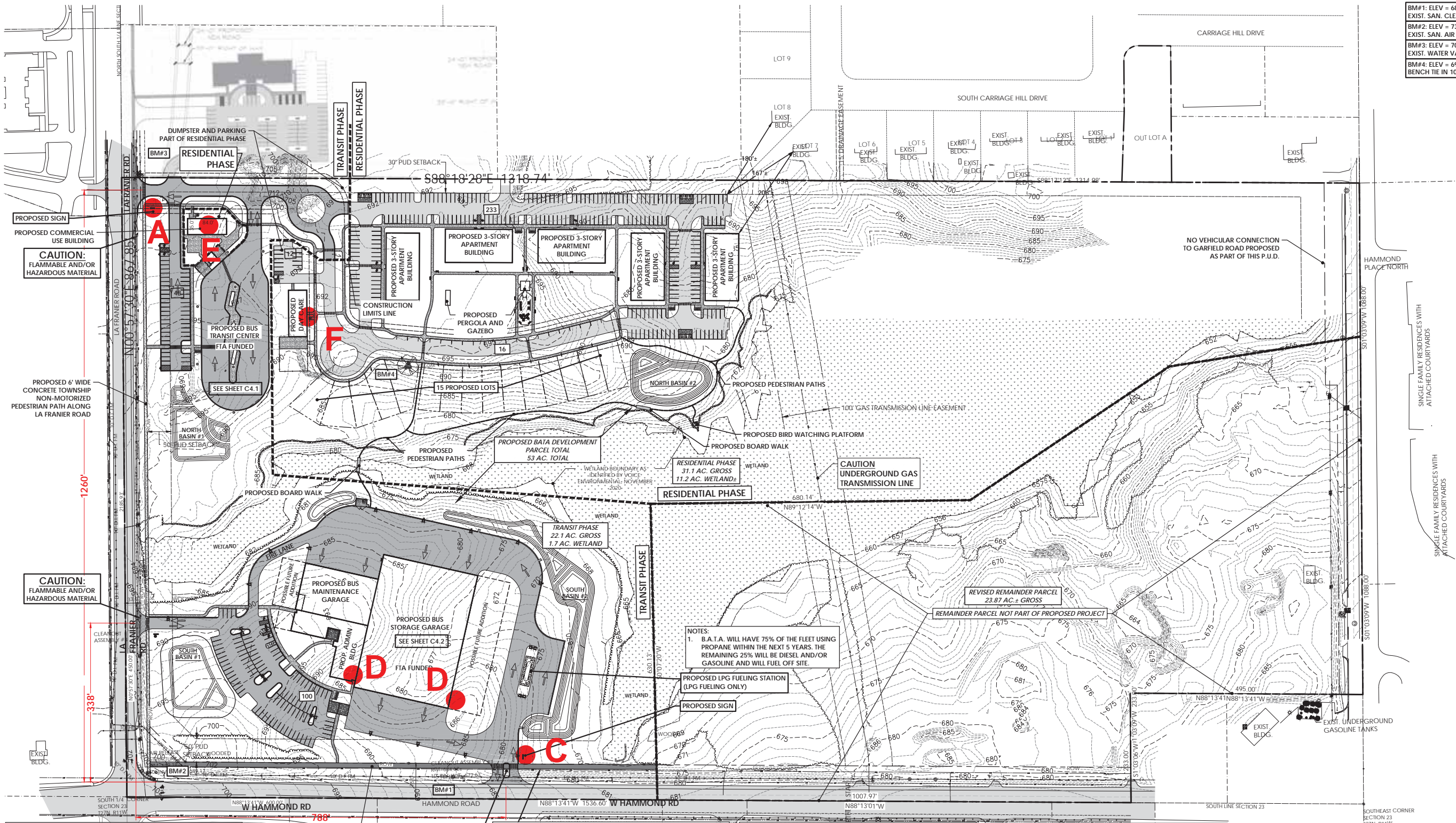


2 WEST ELEVATION ()  
1/8" = 1'-0"



1 CLUBHOUSE FLOOR PLAN - 3,498 GSF  
1/8" = 1'-0"





BM#1: ELEV = 684.63 (NAVD 88)  
EXIST. SAN. CLEANOUT MH RIM  
BM#2: ELEV = 731.65 (NAVD 88)  
EXIST. SAN. AIR RELEASE MH RIM  
BM#3: ELEV = 701.95 (NAVD 88)  
EXIST. WATER VALVE #1269  
BM#4: ELEV = 691.35 (NAVD 88)  
BENCH TIE IN 10" OAK

830 Cottageview Dr., Ste. 201  
P.O. Box 4015  
Traverse City, MI 49685  
Phone: 231-946-9310  
www.mansfield.com  
info@mansfield.com

**Mansfield**  
Land Use Consultants

REV#	DATE	DES	CHK	ORIG	DESIGN	DATE	DES	CHK	ORIG	DESIGN
01	20-07-13	dm	mm	dm	Original design	02	20-07-13	dm	mm	dm
02	20-07-13	dm	mm	dm	Rev. PUD Submittal	03	20-07-28	dm	mm	dm
03	20-07-28	dm	mm	dm	Rev. PUD Submittal	04	21-01-25	dm	mm	dm
04	21-01-25	dm	mm	dm	Rev. PUD Submittal	05	21-02-01	dm	mm	dm
05	21-02-01	dm	mm	dm	Rev. PUD Submittal	06	21-04-20	dm	mm	dm

revised 2-24-22

Bay Area Transportation Authority  
BATA HQ Transit-Oriented Development PUD  
**SIGNAGE PLAN**

Section 23, Town 27 North, Range 11 West  
Garfield Township, Grand Traverse County, Michigan

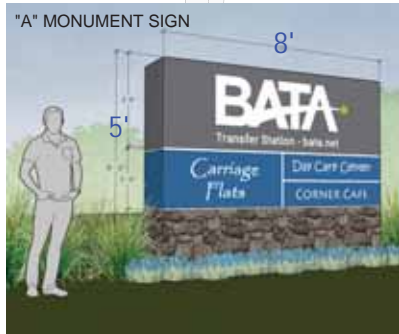
PUD SUBMITTAL

DATE: 07-13-20

CREATED: 07-13-20

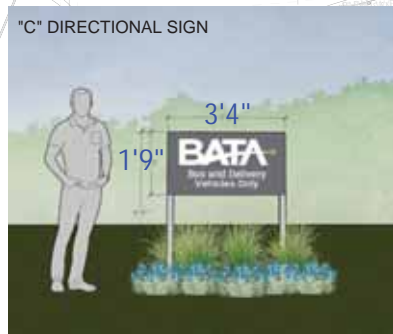
JOB NO.: 20108

C4.0



**"A" MONUMENT SIGN**  
40 SF MONUMENT SIGN, (2) TWO SIDED INTERNALLY ILLUMINATED

NOTE:  
All signs will meet Township  
Sign Ordinance Standards.  
All signs are subject to  
Township Sign Permit Approval.



**"C" DIRECTIONAL SIGN**  
6 SF, MOUNTED ON 2" X 2" ALUMINUM POSTS  
(2) TWO SIDED



**"D" BUILDING SIGN**  
UP TO 80 SF WALL MOUNTED SIGN  
(2) TWO LOCATIONS

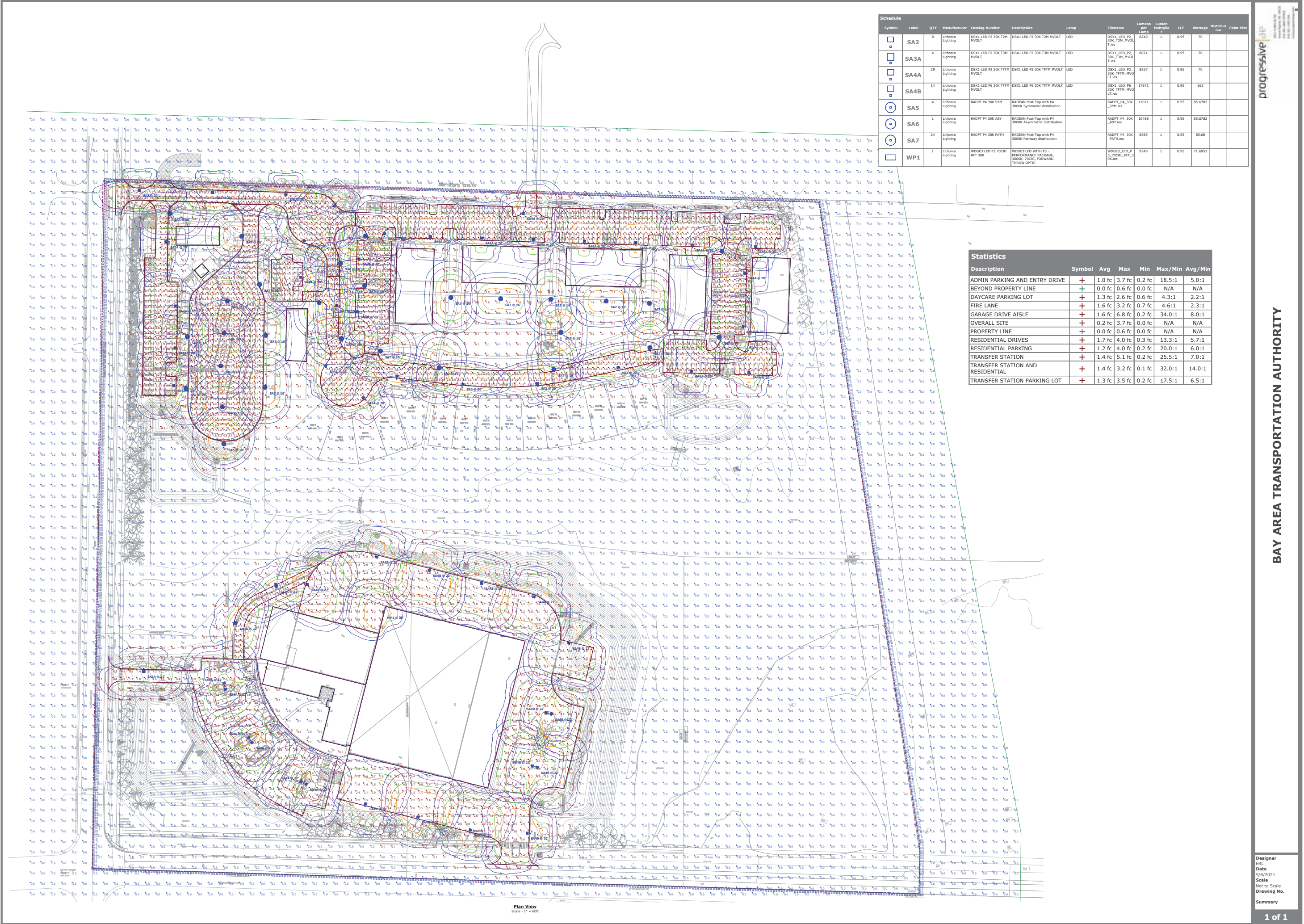


**WALL MOUNTED SIGN:**  
LOCATION "E" 40 SF 2' X 20' AREA



**WALL MOUNTED SIGN:**  
LOCATION "F" 40 SF 2' X 20' AREA





Schedule											
Symbol	Label	QTY	Manufacturer	Catalog Number	Description	Lamp	Filename	Lumens per Lamp	Lumen Multiplier	LLF	Wattage
	SA2	8	Lithonia Lighting	DSX1 LED P2 30K T2H MVOLT	DSX1 LED P2 30K T2H MVOLT	LED	DSX1_LED_P2_30K_T2H_MVOLT.res	8240	1	0.95	70
	SA3A	4	Lithonia Lighting	DSX1 LED P2 30K T3H MVOLT	DSX1 LED P2 30K T3H MVOLT	LED	DSX1_LED_P2_30K_T3H_MVOLT.res	8021	1	0.95	70
	SA4A	29	Lithonia Lighting	DSX1 LED P2 30K TTFM MVOLT	DSX1 LED P2 30K TTFM MVOLT	LED	DSX1_LED_P2_30K_TTFM_MVOLT.res	8257	1	0.95	70
	SA4B	14	Lithonia Lighting	DSX1 LED P6 30K TTFM MVOLT	DSX1 LED P6 30K TTFM MVOLT	LED	DSX1_LED_P6_30K_TTFM_MVOLT.res	17671	1	0.95	163
	SA5	4	Lithonia Lighting	RADPT P4 30K SYM	RADIAN Post-Top with P4 3000K Symmetric distribution		RADPT_P4_30K_SYM.res	11071	1	0.95	85.6782
	SA6	1	Lithonia Lighting	RADPT P4 30K ASY	RADIAN Post-Top with P4 3000K Asymmetric distribution		RADPT_P4_30K_ASY.res	10488	1	0.95	85.6782
	SA7	24	Lithonia Lighting	RADPT P4 30K PATH	RADIAN Post-Top with P4 3000K Pathway distribution		RADPT_P4_30K_PATH.res	8585	1	0.95	85.68
	WP1	1	Lithonia Lighting	WEDGE3 LED P3 70CRI RPT 30K	WEDGE3 LED WITH P3 PERFORMANCE PACKAGE, 3000K, 70CRI, FORWARD THROWN OPTIC		WEDGE3_LED_P3_70CRI_RPT_30K.res	9349	1	0.95	71.6952

Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
ADMIN PARKING AND ENTRY DRIVE	+	1.0 fc	3.7 fc	0.2 fc	18.5:1	5.0:1
BEYOND PROPERTY LINE	+	0.0 fc	0.6 fc	0.0 fc	N/A	N/A
DAYCARE PARKING LOT	+	1.3 fc	2.6 fc	0.6 fc	4.3:1	2.2:1
FIRE LANE	+	1.6 fc	3.2 fc	0.7 fc	4.6:1	2.3:1
GARAGE DRIVE AISLE	+	1.6 fc	6.8 fc	0.2 fc	34.0:1	8.0:1
OVERALL SITE	+	0.2 fc	3.7 fc	0.0 fc	N/A	N/A
PROPERTY LINE	+	0.0 fc	0.6 fc	0.0 fc	N/A	N/A
RESIDENTIAL DRIVES	+	1.7 fc	4.0 fc	0.3 fc	13.3:1	5.7:1
RESIDENTIAL PARKING	+	1.2 fc	4.0 fc	0.2 fc	20.0:1	6.0:1
TRANSFER STATION	+	1.4 fc	5.1 fc	0.2 fc	25.5:1	7.0:1
TRANSFER STATION AND RESIDENTIAL	+	1.4 fc	3.2 fc	0.1 fc	32.0:1	14.0:1
TRANSFER STATION PARKING LOT	+	1.3 fc	3.5 fc	0.2 fc	17.5:1	6.5:1





# Charter Township of Garfield

## Grand Traverse County

3848 VETERANS DRIVE  
TRAVERSE CITY, MICHIGAN 49684  
PH: (231) 941-1620 • FAX: (231) 941-1588

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## PLANNED DEVELOPMENT (PD) APPLICATION

### ASSISTANCE

This application must be completed in full. An incomplete or improperly prepared application will not be accepted and will result in processing delays. Before submitting an application, it is recommended that you contact the Planning Department to arrange an appointment to discuss your proposed application. Time is often saved by these preliminary discussions. For additional information or assistance in completing this development application, please contact the Planning Department at (231) 941-1620.

### ACTION REQUESTED

New Planned Unit Development Application  
New Planned Unit Residential Development Application  
Major Amendment  
Minor Amendment  
Administrative Amendment

### PROJECT / DEVELOPMENT NAME

### APPLICANT INFORMATION

*Name:*

*Address:*

*Phone Number:*

*Email:*

### AGENT INFORMATION

*Name:*

*Address:*

*Phone Number:*

*Email:*

## OWNER INFORMATION

*Name:*

*Address:*

*Phone Number:*

*Email:*

## CONTACT PERSON

Please select one person to be contact person for all correspondence and questions:

*Applicant:*

*Agent:*

*Owner:*

## PROPERTY INFORMATION

*Property Address:*

*Property Identification Number:*

*Legal Description:*

*Zoning District:*

*Master Plan Future Land Use Designation:*

*Area of Property (acres or square feet):*

*Existing Use(s):*

*Proposed Use(s):*

## PROJECT TIMELINE

*Estimated Start Date:*

*Estimated Completion Date:*

## REQUIRED SUBMITTAL ITEMS

A complete application for a Planned Unit Development Application or a Planned Unit Residential Development Application consists of the following:

Application Form:

One original signed application

One digital copy of the application (PDF only)

Application Fee:

Fees are established by resolution of the Garfield Township Board and are set out in the current Fee Schedule as listed on the Planning Department page of the Township website (<http://www.garfield-twp.com>). Please make check out to Charter Township of Garfield.

Fee

Escrow Fee:

Additional fees may be required if a review by independent professional help is deemed necessary by the Township. If required, such additional fees must be placed in escrow by the applicant in accordance with the escrow policies of the Township and prior to any further processing of this application. Any unused escrow funds shall be returned to the applicant. Please complete an Escrow and Review (ER) Application form.

Site Plan:

Ten complete stapled 11"x17" paper sets (Administrative Amendments require one copy)

Two complete bound 24"x36" paper sets

One digital set (PDF only)

Written Information:

Ten paper copies of the Approval Criteria (Administrative Amendments require one copy)

One digital copy of the Approval Criteria (PDF only)

Ten paper copies of the Impact Assessment (Administrative Amendments require one copy)

One digital copy of the Impact Assessment (PDF only)

Digital items to be delivered via email or USB flash drive

### SUBMITTAL DEADLINE

Submittal deadlines are listed on the Planning Department page of the Township website (<http://www.garfield-twp.com>). Please note that the listed dates are the deadlines after which submittals will not be considered for the indicated meeting. Any errors or missing information on an application submitted at the deadline will result in a delay in the processing of the application. An earlier submittal is encouraged to avoid possible delays.

### WAIVERS

Submittal Waiver:

At the discretion of the Director of Planning, a Site Development Plan may be waived in any of the following cases when it is determined that the submission would serve no useful purpose:

1. The erection or enlargement of an accessory structure;
2. The enlargement of a principal building by less than 20 percent of its existing gross floor area, provided such enlargement will not result in a requirement for additional off-street parking;
3. A change in principal use where such change would not result in an increase in impervious surface area, additional off-street parking, site access, other external site characteristics or a violation of this ordinance.

Data Waiver:

The Director of Planning may waive a particular element of information or data otherwise required for a Site Development Plan upon a finding that the information or data is not necessary to determine compliance with this ordinance or that such information or data would not bear on the decision of the approval authority.

### SITE PLAN

Check that your site plan includes all required elements for a Site Development Plan (SDP). Please use the Required Site Plan Elements Checklist below.



## APPROVAL CRITERIA

Indicate on a separate sheet of paper, how the proposed special use will comply with, meet, or facilitate each of the following Approval Criteria from § 423.E of the Zoning Ordinance. The Planning Commission must determine that each of these criteria are satisfied in order to grant approval of a Special Use Permit. A special use is permitted only if the applicant demonstrates that:

The proposed use will be consistent with the purpose and intent of the master plan and this ordinance, including all regulations of the applicable zoning district;

The proposed use will be designed, constructed, operated and maintained so as to be compatible, harmonious and appropriate with the existing or planned character and uses of the neighborhood, adjacent properties and the natural environment;

The proposed use will not be detrimental, hazardous or disturbing to existing or future adjacent uses or to the public welfare by reason of excessive traffic, noise, dust, gas, smoke, vibration, odor, glare, visual clutter, electrical or electromagnetic interference;

Potential adverse effects arising from the proposed use on the neighborhood and adjacent properties will be minimized through the provision of adequate parking, the placement of buildings, structures and entrances, as well as the provision and location of screening, fencing, landscaping, buffers or setbacks;

The proposed use will retain as many natural features of the property as practicable, particularly where the natural features assist in preserving the general character of the neighborhood;

Adequate public and private infrastructure and services such as streets, water and sewage facilities, drainage structures, police and fire protection, and schools, already exist or will be provided without excessive additional requirements at public cost;

The establishment, maintenance, or operation of the proposed use shall not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare;

The public interest and welfare supporting the proposed use shall be sufficient to outweigh individual interests that are adversely affected by the establishment of the proposed use;

Adequate measures shall be taken to provide ingress and egress so designed as to minimize traffic hazards and to minimize traffic congestion on the public roads;

Adequate measures shall be taken to provide vehicular and pedestrian traffic within the site, and in relation to streets and sidewalks servicing the site in a safe and convenient manner; and

The proposed use shall not impede the orderly development and improvement of surrounding property for uses permitted within the zoning district.

## IMPACT ASSESSMENT

1. Planned Unit Developments: A written impact statement of the application as it relates to 426.A and 426.E of the Zoning Ordinance.
2. Planned Unit Residential Developments: A written impact statement of the application as it relates to 427.A and 427.C of the Zoning Ordinance.

## ADDITIONAL INFORMATION

If applicable, provide the following further information:

- |  | <u>Yes</u> | <u>No</u> | <u>Not<br/>Applicable</u> |
|--|------------|-----------|---------------------------|
| <b>A. <u>Sanitary Sewer Service</u></b>  |            |           |                           |
| 1. Does project require extension of public sewer line?                        |            |           |                           |
| If yes, has a Utility Agreement been prepared?                                 |            |           |                           |
| 2. Will a community wastewater system be installed?                            |            |           |                           |
| If yes, has a Utility Agreement been prepared?                                 |            |           |                           |
| If yes, provide construction plans and specifications                          |            |           |                           |
| 3. Will on-site disposal be used?  |            |           |                           |
| If yes, is it depicted on plan?  |            |           |                           |
| <b>B. <u>Water Service</u></b>   |            |           |                           |
| 1. Does project require extension of public water main?                        |            |           |                           |
| If yes, has a Utility Agreement been prepared?                                 |            |           |                           |
| 2. Will a community water supply be installed?                                 |            |           |                           |
| If yes, has a Utility Agreement been prepared?                                 |            |           |                           |
| If yes, provide construction plans and specifications                          |            |           |                           |
| <b>C. <u>Public utility easements required?</u></b>                            |            |           |                           |
| If yes, show on plan.  |            |           |                           |
| <b>D. <u>Stormwater Review/Soil Erosion</u></b>                                |            |           |                           |
| 1. Soil Erosion Plans approved by Soil Erosion Office?                         |            |           |                           |
| If so, attach approval letter.   |            |           |                           |
| If no, are alternate measures shown?   |            |           |                           |
| 2. Stormwater Plans approved by Township Engineer?                             |            |           |                           |
| If so, attach approval letter.   |            |           |                           |
| If no, are alternate measures shown?   |            |           |                           |
| Note: Alternate measures must be designed and sealed by a registered Engineer. |            |           |                           |
| <b>E. <u>Roads and Circulation</u></b>   |            |           |                           |
| 1. Are interior public streets proposed?                                       |            |           |                           |
| If yes, has Road Commission approved (attach letter)?                          |            |           |                           |
| 2. Will public streets connect to adjoining properties or future streets?      |            |           |                           |
| 3. Are private roads or interior drives proposed?                              |            |           |                           |
| 4. Will private drives connect to adjoining properties service roads?          |            |           |                           |
| 5. Has the Road Commission or MDOT approved curb cuts?                         |            |           |                           |
| If yes, attach approved permit.  |            |           |                           |

## OTHER INFORMATION

If there is any other information that you think may be useful in the review of this application, please attach it to this application or explain it on a separate page.

## REVIEW PROCESS - PLANNED UNIT DEVELOPMENT - NEW

### *Preliminary Review and Decision*

1. Upon submittal of this application, Staff will review the materials submitted and will, within ten (10) working days, forward a determination of completeness to the applicant. If the submission is incomplete or noncompliant with the Zoning Ordinance, it will be returned to the applicant for revision. Once the submission is revised, Staff will again

review it for completeness and again forward a determination to the applicant within ten (10) working days. This procedure shall be repeated until a complete submission is received.

2. Once the application is deemed to be complete and submitted according to the application deadlines, it will be forwarded to the Planning Commission for review. The Planning Commission will determine if the application is complete and schedule a public hearing.
3. Upon holding a public hearing, the Planning Commission shall submit a written recommendation to the Township Board. A public hearing may be held by the Township Board.
4. The Township Board shall approve, approve with conditions, or deny the request for preliminary Planned Unit Development approval.

#### *Final Review and Decision*

5. For Final Approval, the Planning Commission shall review and submit a written recommendation to the Township Board. A public hearing shall be held by the Township Board.
6. The Township Board shall approve, approve with conditions, or deny the request for final Planned Unit Development approval.
7. If approved or approved with conditions, the decision of the Township Board shall be incorporated into a written report and decision order.

### REVIEW PROCESS – PLANNED UNIT RESIDENTIAL DEVELOPMENT - NEW

#### *Preliminary Review and Decision*

1. Upon submittal of this application, Staff will review the materials submitted and will, within ten (10) working days, forward a determination of completeness to the applicant. If the submission is incomplete or noncompliant with the Zoning Ordinance, it will be returned to the applicant for revision. Once the submission is revised, Staff will again review it for completeness and again forward a determination to the applicant within ten (10) working days. This procedure shall be repeated until a complete submission is received.
2. Once the application is deemed to be complete and submitted according to the application deadlines, it will be forwarded to the Planning Commission for review. The Planning Commission will determine if the application is complete and schedule a public hearing.
3. Upon holding a public hearing, the Planning Commission shall approve, approve with conditions, or deny the request for preliminary Planned Unit Residential Development approval.

#### *Final Review and Decision*

4. Final review shall address all conditions imposed by the Planning Commission in the preliminary decision on the planned unit residential development. Submissions for final review and decision shall not be considered until all conditions have been addressed. The Director of Planning or designee shall conduct a completeness review to determine that all conditions of the preliminary decision have been addressed.
5. Once the plans and conditions are deemed substantially complete, the project shall be referred to the Planning Commission for its final review and decision. No application shall be referred to the Planning Commission until this standard has been satisfied. The Planning Commission may hold a public hearing on such application for final review and decision.
6. If approved or approved with conditions, the decision of the Planning Commission shall be incorporated into a written report and decision order.



#### REVIEW PROCESS – PLANNED DEVELOPMENT – MAJOR AMENDMENT

Any proposed amendment other than those provided for below are considered a major amendment and shall be approved in the same manner and under the same procedures as are applicable to the issuance of the original special use permit approval. Major amendments include but are not necessarily limited to changes that:

1. Increase the number of dwelling units, floor area, height, impervious surface development, or any additional land-use disturbance other than as provided for below;
2. Introduce different land uses than that requested in the application;
3. Request larger land area than indicated in the original application;
4. Request greater relief than that requested in the application;
5. Allow any decrease in buffer or transition areas, reduction in landscaping, reduction of required yards, or any change in the design characteristics or materials used in construction of the structures;
6. Reduce or eliminate conditions attached to a legislative or quasi-judicial development order; or
7. Reduce or eliminate pedestrian circulation.

#### REVIEW PROCESS – PLANNED DEVELOPMENT – MINOR AMENDMENT

The Planning Commission may authorize the following amendments to an approved development plan without a public hearing:

1. Changes to the timing or phasing of the proposed development, provided that the use and overall geographic land area remains the same and that required public improvements are not delayed.
2. Increases in total building height of greater than five (5) feet provided that maximum height regulations are complied with.
3. Any other proposed amendment which is determined by the Planning Commission to have no detrimental impact on any adjacent property and is not considered or classified a Major Amendment under § 423(6) Major Amendments.

#### REVIEW PROCESS – PLANNED DEVELOPMENT – ADMINISTRATIVE AMENDMENT

The Director of Planning may authorize the following amendments to an approved site development plan:

1. Shifts in on-site location and changes in size, shape, or configuration of less than 15 percent, or a 15 percent or less change in either impervious surface or floor area over what was originally approved.
2. An increase in total building height of less than five (5) feet, provided that maximum height regulations of the underlying zoning district are met.
3. Minor adjustment of the location of utilities and walkways, provided however that no sidewalks or paths required by the approval authority may be eliminated.
4. The substitution of landscape material provided the substituted materials are of a similar nature and quality and will comply with the standards of § 530, Landscape Materials of Article 5, Development Standards, of this ordinance.
5. Minor revisions to an internal street circulation pattern not increasing the number of lots or lowering the connectivity ratio.

6. Minor realignment of ingress and egress locations if required by the Grand Traverse County Road Commission or Michigan Department of Transportation.
7. A reduction in the number of proposed lots or the combination of units.

**PERMISSION TO ENTER SUBJECT PROPERTY**

Permission is hereby granted to Garfield Township staff and Planning Commissioners to enter the premises subject to this application for the purposes of making inspections associated with this application, during normal and reasonable working hours.

Owner Signature:



Applicant Signature:

Agent Signature:

Date:

11/14/2023

**OWNER'S AUTHORIZATION**

If the applicant is not the registered owner of the lands that is the subject of this application, the owner(s) must complete the authorization set out below.

I/We Traverse City Housing Commission authorize to make this application on my/our behalf and to provide any of my/our personal information necessary for the processing of this application. Moreover, this shall be your good and sufficient authorization for so doing.

Owner Signature:



Date:

11/14/23

**AFFIDAVIT**

The undersigned affirms that he/she or they is (are) the owner, or authorized agent of the owner, involved in the application and all of the information submitted in this application, including any supplemental information, is in all respects true and correct. The undersigned further acknowledges that willful misrepresentation of information will terminate this permit application and any permit associated with this document.

Owner Signature:



Date:

11/14/2023

Applicant Signature:

Date:

6. Minor realignment of ingress and egress locations if required by the Grand Traverse County Road Commission or Michigan Department of Transportation.
7. A reduction in the number of proposed lots or the combination of units.

#### PERMISSION TO ENTER SUBJECT PROPERTY

Permission is hereby granted to Garfield Township staff and Planning Commissioners to enter the premises subject to this application for the purposes of making inspections associated with this application, during normal and reasonable working hours.

Owner Signature:

Applicant Signature: *Danen Smith*

Agent Signature:

Date:

#### OWNER'S AUTHORIZATION

If the applicant is not the registered owner of the lands that is the subject of this application, the owner(s) must complete the authorization set out below.

I/We \_\_\_\_\_ authorize to make this application on my/our behalf and to provide any of my/our personal information necessary for the processing of this application. Moreover, this shall be your good and sufficient authorization for so doing.

Owner Signature:

Date:

#### AFFIDAVIT

The undersigned affirms that he/she or they is (are) the owner, or authorized agent of the owner, involved in the application and all of the information submitted in this application, including any supplemental information, is in all respects true and correct. The undersigned further acknowledges that willful misrepresentation of information will terminate this permit application and any permit associated with this document.

Owner Signature:

Date:

Applicant Signature: *Danen Smith*

Date:



Required Site Plan Elements Checklist (See § 956 of the Zoning Ordinance) Site Diagram (SD) / Administrative Site Plan (ASP) / Site Development Plan (SDP)		SD	ASP/ SDP
<b>A. Basic Information</b>			
1.	Applicant's name, address, telephone number and signature		
2.	Property owner's name, address, telephone number and signature		
3.	Proof of property ownership		
4.	Whether there are any options or liens on the property		
5.	A signed and notarized statement from the owner of the property that the applicant has the right to act as the owner's agent		
6.	The address and/or parcel number of the property, complete legal description and dimensions of the property, setback lines, gross and net acreages and frontage		
7.	A vicinity map showing the area and road network surrounding the property		
8.	Name, address and phone number of the preparer of the site plan		
9.	Project title or name of the proposed development		
10.	Statement of proposed use of land, project completion schedule, any proposed development phasing		
11.	Land uses and zoning classification on the subject parcel and adjoining parcels		
12.	Seal of the registered engineer, architect, landscape architect, surveyor, or planner who prepared the plan, as well as their name, address and telephone number		
<b>B. Site Plan Information</b>			
1.	North arrow, scale, and date of original submittal and last revision		
2.	Boundary dimensions of natural features		
3.	Natural features such as woodlots, water bodies, wetlands, high risk erosion areas, slopes over twenty-five percent (25%), beach, drainage, and similar features		
4.	Proposed alterations to topography and other natural features		
5.	Existing topographic elevations at two-foot intervals except shown at five-foot intervals where slopes exceed 18%		
6.	Soil erosion and sediment control measures as required by the Grand Traverse County Soil Erosion Department.		
7.	The location, height and square footage of existing and proposed main and accessory buildings, and other existing structures		
8.	Location and specifications for any existing or proposed (above or below ground) storage facilities for any chemicals, salts, flammable materials, or hazardous materials. Include any containment structures or clear zones required by county, state or federal government authorities		
9.	Proposed finish floor and grade line elevations of any structures <i>*Required only for habitable construction within the floodplain on site diagrams and administrative site plans.</i>	*	
10.	Existing and proposed driveways, including parking areas		
11.	Neighboring driveways and other vehicular circulation features adjacent to the site		
12.	A dimensional plan indicating the location, size and number of parking spaces of the on-site parking areas, and shared parking areas		
13.	Identification and dimensions of service lanes and service parking, snow storage areas, loading and unloading and docks		
14.	Proposed roads, access easements, sidewalks, bicycle paths, and other vehicular and pedestrian circulation features within and adjacent to the site		
15.	Location of and dimensions of curb cuts, acceleration, deceleration and passing lanes		
16.	Location of neighboring structures that are close to the parcel line or pertinent to the proposal		
17.	Location of water supply lines and/or wells		
18.	Location of sanitary sewer lines and/or sanitary sewer disposal systems		
19.	Location, specifications, and access to a water supply in the event of a fire emergency		
20.	Sealed (2) stormwater plans including the location and design of storm sewers, retention or detention ponds, swales, wastewater lines, clean out locations, connection points and treatment systems		
21.	A utility plan including the location of all other utilities on the site including but not limited to natural gas, electric, cable TV, telephone and steam		
22.	A sign plan indicating the location, size and specifications of all signs and advertising features, including cross sections		
23.	A lighting plan including exterior lighting locations with area of illumination illustrated by point values on a photometric plan, Kelvin rating, as well as the type of fixtures and shielding to be used		
24.	Proposed location of any open spaces, landscaping and buffering features such as buffer areas, vegetation belts, fences, walls, trash receptacle screening, and other screening features with cross sections shown		
25.	A Landscape plan and table identifying the species, size of landscape materials, and number proposed, compared to what is required by the Ordinance. All vegetation to be retained on site must also be indicated, as well as, its typical size by general location or range of sizes as appropriate		
26.	Statements regarding the project impacts on existing infrastructure (including traffic capacity, schools, and existing utilities, and on the natural environment on and adjacent to the site)		
27.	Changes or modifications required for any applicable regulatory agencies' approvals		

November 14, 2023

**Re: BATA/TCHC PUD #2020-02**  
**Traverse City Housing Commission / Smith & Henzy**  
**Letter of Agency**

To whom it may concern,

The purpose of this letter is to acknowledge that Mansfield Land Use Consultants is authorized to work as my agent with regards to planning and engineering services relating to regulatory agency reviews and permitting for the proposed **Flats at Carraige Commons multi-family residential development** located at Carriage View Lane (Tax ID 05-023-042-40) in Garfield Township, Grand Traverse County, Michigan.

Mansfield Land Use Consultants contact information is as follows:

Doug Mansfield, President  
830 Cottageview Drive, Suite 201  
Traverse City, MI 49684  
[doug@maaeps.com](mailto:doug@maaeps.com)  
(231) 218-5560

This authorization is valid for a period of one (1) year from the date of signature.

Sincerely,

---

Smith & Henzy  
Jake Zunamon, SVP of Development  
198 NE 6<sup>th</sup> Avenue  
Delray Beach, FL 33483  
(847) 868-6221

date



11/14/2023

---

Traverse City Housing Commission  
Karl Fulmer, Executive Director  
150 Pine Street  
Traverse City, MI 49684  
(231) 282-9152

date

**Re: BATA/TCHC PUD #2020-02**  
**Traverse City Housing Commission / Smith & Henzy**  
**Letter of Agency**

The purpose of this letter is to acknowledge that Mansfield Land Use Consultants is authorized to work as my agent with regards to planning and engineering services relating to regulatory agency reviews and permitting for the proposed **Flats at Carraige Commons multi-family residential development** located at Carriage View Lane (Tax ID 05-023-042-40) in Garfield Township, Grand Traverse County, Michigan.

Doug Mansfield, President  
830 Cottageview Drive, Suite 201  
Traverse City, MI 49684  
[doug.m@maaeps.com](mailto:doug.m@maaeps.com)  
(231) 218-5560

Daren Smith

Smith & Henzy Affordable Group, Inc  
Darren Smith, President  
1100 NW 4<sup>th</sup> Avenue  
Delray Beach, FL 33444  
(847) 868-6221

Traverse City Housing Commission  
Karl Fulmer, Executive Director  
150 Pine Street  
Traverse City, MI 49684  
(231) 282-9152

date



STATE OF  
**MICHIGAN**

GRAND TRAVERSE CO  
08/02/2022  
2022R-12627



REAL ESTATE  
TRANSFER TAX

597.85 CO  
4,076.25 ST  
TTX # 4226727

ERECORDING  
2022R-12627

STATE OF MICHIGAN  
GRAND TRAVERSE COUNTY  
RECORDED 08/02/2022 10:42:08 AM  
PEGGY HAINES REGISTER OF DEEDS

PAGE 1 OF 2

(PO)2805-023-042-01

Reviewed by Grand Traverse GIS by: SR

I HEREBY CERTIFY that there are no TAX LIENS or TITLES  
held by the state or any individual against the within description, and  
all TAXES on same are paid for five years previous to the date of this  
instrument as appears by the records of this office, except as stated.

Heldi Schoppe, Grand Traverse County Treasurer  
Sec. 135, Act 209, 1893 as amended 07/2022 by: CG

Grand Traverse County Register of Deeds  
eRecord Received: 8/2/2022 08:15 AM By: CK

Warranty Deed

Northern Latitudes Legal, PLLC

The Grantor

Dixie Roethlisberger, Trustee of The Louis G. Lafranier Revocable Inter  
Vivos Trust; an undivided 1/2 interest and Dixie Roethlisberger, Trustee  
of The Marvel R. Lafranier Revocable Inter Vivos Trust, an undivided 1/2  
Interest,

whose address is

15532 Bluff Rd, Traverse City, MI 49686,

convey and warrants to

Traverse City Housing Commission,

whose address is

150 Pine Street, Traverse City, MI 49684

the following described premises situated in the Garfield Township, County of Grand Traverse, State of  
Michigan to-wit:

Part of South 1/2 of the Southeast 1/4 of Section 23, Town 27 North, Range 11 West, Garfield  
Township, Grand Traverse County, Michigan, more fully described as: Commencing at the South 1/4  
corner of said Section 23; thence North 00°57'30" East, 1241.84 feet, along the North and South 1/4  
line of said Section and the centerline of LaFranier Road, to the Point of Beginning; thence North  
00°57'30" East, 76.01 feet, along the North and South 1/4 line of said Section and the centerline of  
LaFranier Road to the South 1/8 line of said Section; thence South 88°18'28" East, 1318.74 feet, along  
said South 1/8 line; thence South 88°17'12" East, 1314.98 feet, along said South 1/8 line to a point on  
the East line of said Section and the centerline of Garfield Road; thence South 01°03'09" West, 325.23  
feet, along said East line and centerline; thence South 82°34'42" West, 409.62 feet; thence South  
57°30'46" West, 512.86 feet; thence North 89°12'14" West, 680.10 feet; thence South 00°07'20" West,  
228.03 feet; thence North 54°56'50" West, 238.68 feet; thence North 42°07'21" West, 90.69 feet;  
thence South 85°33'20" West, 44.88 feet; thence North 76°54'36" West, 513.94 feet; thence North  
00°57'42" East, 547.80 feet; thence North 88°17'53" West, 67.82 feet; thence South 01°21'07" West,  
53.77 feet; thence South 48°58'54" West, 40.66 feet; thence North 41°01'06" West, 25.00 feet; thence  
South 49°00'49" West, 62.36 feet; thence North 89°03'38" West, 23.84 feet; thence North 00°57'31"  
East, 105.61 feet; thence North 88°17'53" West, 130.98 feet, to the Point of Beginning;

Together with all and singular the tenements, hereditaments and appurtenances thereunto belonging or in  
any way appertaining thereto.

SUBJECT TO all easement, reservations, rights-of-way and restrictions of record, if any.

The Grantor(s) grant(s) to the Grantee(s) the right to make: 0 divisions under Section 108 of the Land Division Act, Act 288 of the Public Acts of 1967.

This property may be located within the vicinity of farmland or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan Right to Farm Act.

The deed is given for the sum of Five Hundred Forty Three Thousand One Hundred Ninety Nine (\$543,199.00) Dollars.

Dated: 8-1-2022

Signed:

The Louis G. Lafranier Revocable Inter Vivos Trust

Dixie Roethlisberger, Trustee

The Marvel R. Lafranier Revocable Inter Vivos Trust

Dixie Roethlisberger, Trustee

State of MI

County of Grand Traverse

This foregoing instrument was acknowledged before me, 1 day of Aug, 2022, by Dixie Roethlisberger, Trustee of The Louis G. Lafranier Revocable Inter Vivos Trust and Dixie Roethlisberger, Trustee of The Marvel R. Lafranier Revocable Inter Vivos Trust:

Notary Public

Dede Reece

County, Michigan

My commission expires: \_\_\_\_\_

Drafted by and return to:  
Northern Latitudes Legal, PLLC  
Michael R. Rossman, Esq.  
434 E. Front Street  
Traverse City, MI 49686  
813-6345

DEDE REECE  
NOTARY PUBLIC, STATE OF MI  
COUNTY OF LEEANAU  
MY COMMISSION EXPIRES Dec 21, 2022  
ACTING IN THE COUNTY OF GRAND TRAVERSE

# CERTIFICATE OF SURVEY

## Legend

- IRON SET
- IRON FOUND
- ⊙ MONUMENT FOUND
- ⊕ GOVERNMENT CORNER
- SECTION CORNER
- ◆ FOUND DNR MONUMENT
- (R) RECORD
- (M) MEASURED

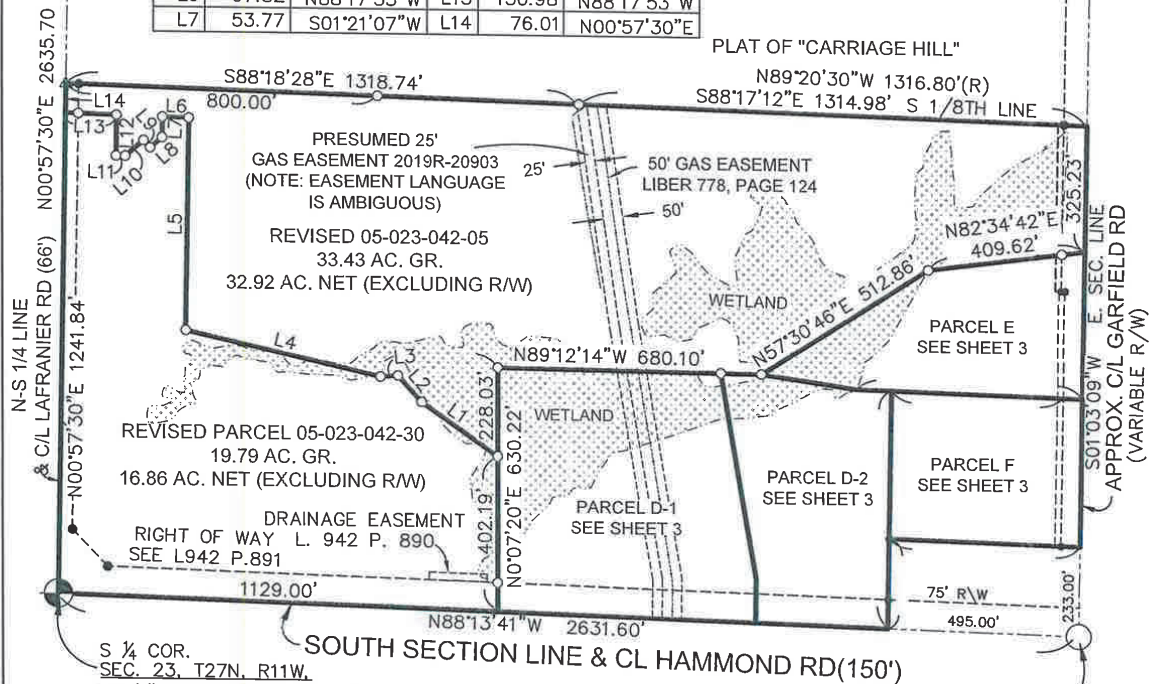
Scale: 1" = 400'

C 1/4 COR.  
SEC. 23, T27N, R11W.  
IRON OF RECORD IN BOX

SPACE RESERVED FOR REGISTER OF DEEDS

LINE TABLE			LINE TABLE		
LINE	DIST	BEARING	LINE	DIST	BEARING
L1	238.68	N54°56'50"W	L8	40.66	S48°58'54"W
L2	90.69	N42°07'21"W	L9	25.00	N41°01'06"W
L3	44.88	S85°33'20"W	L10	62.36	S49°00'09"W
L4	513.94	N76°54'36"W	L11	23.84	N89°03'38"W
L5	547.80	N00°57'42"E	L12	105.61	N00°57'31"E
L6	67.82	N88°17'53"W	L13	130.98	N88°17'53"W
L7	53.77	S01°21'07"W	L14	76.01	N00°57'30"E

EAST 1/4 COR.  
SEC. 23, T27N, R11W.  
FD 3-1/2" BRASS CAP  
EAST 24.97' P. POLE  
S14°E 106.04' 16" W. PINE  
S62°W 49.76 10" PEAR  
N05°W 68.33' 12" MAPLE



S 1/4 COR.  
SEC. 23, T27N, R11W.  
FD 1/2" REROD IN MON BOX  
S40°E P. POLE 39.76'  
S45°W P. POLE 35.85'  
N56°W 14" ELM 80.50'  
N78°E 22" MAPLE 99.53'

SE COR.  
SEC. 23, T27N, R11W.  
FD 3-1/2" BRASS CAP  
N29W 68.74' GUY POLE  
S70W 74.80' P. POLE  
S24E 70.07' P. POLE  
N28E 102.08' 6" SPRUCE

NOTE: All parcels are subject to and together with blanket road and utility connection easements as required by township, during Siteplan approval. Said easement agreements are to be recorded in the R.O.D. post Siteplan approval prior to construction of infrastructure.



BASIS OF BEARING: NAD 83 MI CENT SPCS  
ESTIMATED ABSOLUTE ACCURACY IS 0.20' PER CORNER

I Jesse E. Mitchell #4001054433 being a Licensed Professional Surveyor, hereby certify that I have surveyed and mapped the parcel(s) heron described and that the relative positional precision of each corner is within the limits accepted by the practice of professional surveying and that all the requirements of P.A. 132 of 1970, as amended, have been complied with.

This survey plat was prepared for the exclusive use of the person, persons, or entity named in the certificate hereon. Said certificate does not extend to any unnamed third person without an express recertification by the surveyor naming said third person.



**Bob Mitchell & Associates**  
SURVEYING / ENGINEERING

404 West Main Street P.O. Box 306 NORTH 15<sup>TH</sup> STREET  
Kingsley, MI 49649 Harrison, MI 48625  
(231) 263-5463 • FAX (231) 263-7921  
Toll Free in Michigan 1-800-533-6627  
email jesse@mapcivilsurvey.com

CLIENT: LOUIS G & MARVEL R LAFRANIER TRUST  
C/O DIXIE ROETHLISBERGER

LOCATION:

PART OF THE SOUTHEAST 1/4, SECTION 23,  
TOWN 27 NORTH, RANGE 11 WEST,  
GARFIELD TOWNSHIP,  
GRAND TRAVERSE COUNTY, MICHIGAN.

DWN. MJC	REVISED DATE 4/14/2022 9.19.18	FILE NO. 20210403
CK. JEM	FLD. BK. X PG. X	SHEET 1 OF 5



## DESCRIPTION

**REVISED 05-023-042-05**

Part of South 1/2 of the Southeast 1/4 of Section 23, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County, Michigan, more fully described as: Commencing at the South 1/4 corner of said Section 23; thence North 00°57'30" East, 1241.84 feet, along the North and South 1/4 line of said Section and the centerline of LaFranier Road, to the Point of Beginning; thence North 00°57'30" East, 76.01 feet, along the North and South 1/4 line of said Section and the centerline of LaFranier Road to the South 1/8 line of said Section; thence South 88°18'28" East, 1318.74 feet, along said South 1/8 line; thence South 88°17'12" East, 1314.98 feet, along said South 1/8 line to a point on the East line of said Section and the centerline of Garfield Road; thence South 01°03'09" West, 325.23 feet, along said East line and centerline; thence South 82°34'42" West, 409.62 feet; thence South 57°30'46" West, 512.86 feet; thence North 89°12'14" West, 680.10 feet; thence South 00°07'20" West, 228.03 feet; thence North 54°56'50" West, 238.68 feet; thence North 42°07'21" West, 90.69 feet; thence South 85°33'20" West, 44.88 feet; thence North 76°54'36" West, 513.94 feet; thence North 00°57'42" East, 547.80 feet; thence North 88°17'53" West, 67.82 feet; thence South 01°21'07" West, 53.77 feet; thence South 48°58'54" West, 40.66 feet; thence North 41°01'06" West, 25.00 feet; thence South 49°00'49" West, 62.36 feet; thence North 89°03'38" West, 23.84 feet; thence North 00°57'31" East, 105.61 feet; thence North 88°17'53" West, 130.98 feet, to the Point of Beginning. Contains 32.43 Acres Gross Acres of Land, more or less.

Subject to the right of way for LaFranier Road over the westerly portion thereof. Subject to the right of way for Garfield Avenue over the easterly portion thereof. Subject to other easements or restrictions if any.

SUBJECT TO AND TOGETHER WITH blanket road and utility connection easements as required by township, during Siteplan approval. Said easement agreements are to be recorded in the R.O.D. post Siteplan approval prior to construction of infrastructure.

SUBJECT TO all agreements, covenants, easements, right-of-ways, reservations and restrictions of record, if any.

**REVISED PARCEL 05-023-042-30**

Part of South 1/2 of the Southeast 1/4 of Section 23, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County, Michigan, more fully described as: BEGINNING at the South 1/4 corner of said Section 23; thence South 88°13'41" East, along the South line of said section and centerline of Hammond Road, 1129.00 feet; thence North 00°07'20" East, 402.19 feet; thence North 54°56'50" West, 238.68 feet; thence North 42°07'21" West, 90.69 feet; thence South 85°33'20" West, 44.88 feet; thence North 76°54'36" West, 513.94 feet; thence North 00°57'42" East, 547.80 feet; thence North 88°17'53" West, 67.82 feet; thence South 01°21'07" West, 53.77 feet; thence South 48°58'54" West, 40.66 feet; thence North 41°01'06" West, 25.00 feet; thence South 49°00'49" West, 62.36 feet; thence North 89°03'38" West, 23.84 feet; thence North 00°57'31" East, 105.61 feet; thence North 88°17'53" West, 130.98 feet, to the West line of said section; thence South 00°57'30" West, 1241.84 feet, to the Point of Beginning. Contains 19.79 Acres Gross Acres of Land, more or less.

Subject to the right of way for LaFranier Road over the westerly portion thereof. Subject to the right of way for Hammond Road over the Southerly portion thereof. Subject to other easements or restrictions if any.

SUBJECT TO AND TOGETHER WITH blanket road and utility connection easements as required by township, during Siteplan approval. Said easement agreements are to be recorded in the R.O.D. post Siteplan approval prior to construction of infrastructure.

SUBJECT TO all agreements, covenants, easements, right-of-ways, reservations and restrictions of record, if any.



Jesse E. Mitchell  
Professional Surveyor No. 4001054433



**BOB MITCHELL & ASSOCIATES**  
SURVEYING / ENGINEERING

404 West Main Street P.O. Box 306 NORTH 1ST STREET  
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Toll Free in Michigan 1-800-533-6627  
email jesse@mapcivilsurvey.com

CLIENT: LOUIS G & MARVEL R LAFRANIER TRUST  
C/O DIXIE ROETHLISBERGER

LOCATION:

PART OF THE SOUTHEAST 1/4, SECTION 23,  
TOWN 27 NORTH, RANGE 11 WEST,  
GARFIELD TOWNSHIP,  
GRAND TRAVERSE COUNTY, MICHIGAN.

DWN.	MJC	REVISED DATE	4.14.2022 9.19.18	FILE NO.	20210403
CK.	JEM	F.L.D. BK. X	PG. X	SHEET	3 OF 5



## Charter Township of Garfield

### Planning Department Report No. 2023-137

Prepared:	December 6, 2023	Pages:	2
Meeting:	December 13, 2023 Planning Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	Commercial District Housing Development Amendment - Introduction		

#### **BACKGROUND:**

Section 725 Commercial District Housing Development in the Zoning Ordinance is one way that residential dwellings are provided for in the C-G General Commercial, C-H Highway Commercial, and C-P Planned Shopping Center districts. Commercial District Housing Developments are not permitted in the C-L Local Commercial nor in the C-O Office Commercial districts. Other options for residential dwellings in commercial districts include Section 615 Limited Residential Uses in Commercial Districts, Live-Work Units, and Adult Foster Care, Large Group Home (a family home with residents). The current requirements of Section 725 along with a map showing current locations of the C-G, C-H, and C-P districts are attached.

#### **AMENDMENT FOR CONSIDERATION:**

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. The full paragraph is as follows:

*A.(1)(d) Parking requirements shall be as described in the R-3 Multiple Family District. Shared parking agreements as described in § 551 of this Ordinance are supported and encouraged. Parking areas shall not be located within any setback.*

The preferred option is to simply strike this requirement from Section 725. However, Staff recommends additional wording changes that would provide more direct, less confusing text since parking requirements and agreements are already provided for in Article 5 – Development Standards. Article 5 – Development Standards apply to all developments regardless of the zoning district. The following text is recommended:

*A.(1)(d) Shared parking arrangements shall be encouraged between the residential and commercial uses.*

Staff also recommends clarifying the below requirement:

*A.(2)(c) Open space shall be designed to provide a rear yard along the longest building length of a given structure.*

Paragraph A.(1)(a) in Section 725 provides the Planning Commission with the authority to require specific design elements should they be needed by referencing the site design requirements and general criteria as set forth in § 427, Planned Unit Residential Developments. Specifically, the requirements and criteria include the following:

*427.D(3)(a) The site shall be designed in a compact, clustered manner which maximizes the preservation of usable and consolidated open space.*

*427.D(3)(f) There shall be a direct relationship between the residential use, density, and useable space of each project area, and each such areas shall be self contained. For example, an open area located within a far corner of a high-density setting may not meet the intent of this requirement in providing open space and recreation for a neighboring low-density area of the site. However, centrally located open areas which encourage interaction between residential uses by creating shared park-like settings are supported and encouraged.*

*427.D(4)(c) The development consolidates and maximizes useable open space while encouraging neighborhood interaction;*

Proposed text is as follows:

*A.(2)(c) For the purpose of locating open space, the Planning Commission may rely on the site design requirements and general criteria as set forth in § 427, Planned Unit Residential Developments.*

**PROCESS:**

The process for approving a text amendment includes two public hearings: one at the Planning Commission and one at the Township Board. The proposed text amendment is placed on tonight's Planning Commission agenda for introduction and to set a public hearing.

**ACTION FOR CONSIDERATION:**

If, following the discussion, the Planning Commission is prepared to schedule the attached draft proposed Zoning Ordinance text amendment for public hearing, then the following motion is suggested:

MOTION 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.

*Attachment:*

1. Section 725 – Current Language
2. Section 725 – Proposed Amendment



**SECTION 725 COMMERCIAL DISTRICT HOUSING DEVELOPMENT****A. REGULATIONS AND CONDITIONS****(1) Design.**

- (a) Multiple-family residential uses built within commercial zoning districts shall be designed to cohesively integrate with the surrounding commercial uses. For the purpose of making this determination, the Planning Commission may rely on the site design requirements and general criteria as set forth in § 427, Planned Unit Residential Developments.
- (b) Multi-family structures shall be abutted by open space on at least one side per building.
- (c) The baseline project density shall be as described in the R-3 Multiple Family Residential Zone. At its discretion, and based upon a determination that the project is designed to meet the intent of this Section, the Planning Commission may authorize increases in density over what is regularly allowable.
- (d) Parking requirements shall be as described in the R-3 Multiple Family District. Shared parking agreements as described in § 551 of this Ordinance are supported and encouraged. Parking areas shall not be located within any setback.
- (e) Landscaping shall be as required in Article 5, Table 531.1. In the event that the multi-family project does not sit on its own parcel, the application shall indicate a project boundary area which shall be used for the purpose of landscaping placement.
- (f) Pedestrian walkways shall be provided within the subject parcel or project boundary for the purpose of providing safe and convenient movement within the site and towards other walkable places of interest such as stores, restaurants, or entertainment.
- (g) The residential areas of an overall commercial development site shall be adequately, but not overly, lit at night. Applications shall demonstrate that commercial lighting in the vicinity meets the dark sky requirements of this Ordinance in order to minimize impact on the residential area. Where lighting is to be installed for a residential area, average illumination levels of 0.5 to 1.0 foot candle shall be maintained. Existing commercial lighting which illuminates the residential area of the site to this level may be used in lieu of installing additional residential lighting. Common entryways shall be adequately illuminated by wall-pack style lighting fixtures.

**(2) Open Space Requirements.**

- (a) A minimum of fifty square feet per unit of private outdoor space with a minimum dimension of four feet in any direction shall be provided. Private open space shall be accessible directly from the living area of the unit, in the form of a fenced yard, patio, deck, or balcony.
- (b) A minimum of three hundred square feet per unit of common outdoor open space shall be provided. Required open space shall be consolidated to the extent reasonably possible to provide areas for the residents and/or to help buffer the residential structures from adjacent commercial uses.
- (c) Open space shall be designed to provide a rear yard along the longest building length of a given structure.
- (d) Required setback areas shall not be included towards required open space areas; however, placing required open space areas adjacent to setbacks is supported.

**(3) Compatibility.** Applications shall describe measures which will be taken to mitigate common commercial impacts such as noise, light, and nighttime operations on the multi-family project.

**SECTION 725 COMMERCIAL DISTRICT HOUSING DEVELOPMENT****A. REGULATIONS AND CONDITIONS****(1) Design.**

- (a) Multiple-family residential uses built within commercial zoning districts shall be designed to cohesively integrate with the surrounding commercial uses. For the purpose of making this determination, the Planning Commission may rely on the site design requirements and general criteria as set forth in § 427, Planned Unit Residential Developments.
- (b) Multi-family structures shall be abutted by open space on at least one side per building.
- (c) The baseline project density shall be as described in the R-3 Multiple Family Residential Zone. At its discretion, and based upon a determination that the project is designed to meet the intent of this Section, the Planning Commission may authorize increases in density over what is regularly allowable.
- (d) Shared parking arrangements shall be encouraged between the residential and commercial uses.**
- (e) Landscaping shall be as required in Article 5, Table 531.1. In the event that the multi-family project does not sit on its own parcel, the application shall indicate a project boundary area which shall be used for the purpose of landscaping placement.
- (f) Pedestrian walkways shall be provided within the subject parcel or project boundary for the purpose of providing safe and convenient movement within the site and towards other walkable places of interest such as stores, restaurants, or entertainment.
- (g) The residential areas of an overall commercial development site shall be adequately, but not overly, lit at night. Applications shall demonstrate that commercial lighting in the vicinity meets the dark sky requirements of this Ordinance in order to minimize impact on the residential area. Where lighting is to be installed for a residential area, average illumination levels of 0.5 to 1.0 foot candle shall be maintained. Existing commercial lighting which illuminates the residential area of the site to this level may be used in lieu of installing additional residential lighting. Common entryways shall be adequately illuminated by wall-pack style lighting fixtures.

**(2) Open Space Requirements.**

- (a) A minimum of fifty square feet per unit of private outdoor space with a minimum dimension of four feet in any direction shall be provided. Private open space shall be accessible directly from the living area of the unit, in the form of a fenced yard, patio, deck, or balcony.
- (b) A minimum of three hundred square feet per unit of common outdoor open space shall be provided. Required open space shall be consolidated to the extent reasonably possible to provide areas for the residents and/or to help buffer the residential structures from adjacent commercial uses.
- (c) For the purpose of locating open space, the Planning Commission may rely on the site design requirements and general criteria as set forth in § 427, Planned Unit Residential Developments.**
- (d) Required setback areas shall not be included towards required open space areas; however, placing required open space areas adjacent to setbacks is supported.

**(3) Compatibility.** Applications shall describe measures which will be taken to mitigate common commercial impacts such as noise, light, and nighttime operations on the multi-family project.



# Charter Township of Garfield

## Grand Traverse County

3848 VETERANS DRIVE  
TRAVERSE CITY, MICHIGAN 49684  
PH: (231) 941-1620 • FAX: (231) 941-1588

## 2024 PLANNING COMMISSION MEETING DATES

---

The Charter Township of Garfield Planning Commission meets on the second and fourth Wednesdays of each month, excepting the months of November and December. All meetings begin at 7:00 pm and are held at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan. The adopted 2024 meeting schedule is as follows:

### **Regular Meeting**


January 10, 2024  
February 14, 2024  
March 13, 2024  
  
April 10, 2024  
May 8, 2024  
June 12, 2024  
July 10, 2024  
August 14, 2024  
September 11, 2024  
October 9, 2024  
November 13, 2024  
December 11, 2024

### **Study Session**

January 24, 2024  
February 28, 2024  
\* March 27, 2024 at 6:00 pm  
(Joint meeting with Township Board)  
April 24, 2024  
May 22, 2024  
June 26, 2024  
July 24, 2024  
August 28, 2024  
September 25, 2024  
October 23, 2024

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

Garfield Township 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 Township. Individuals with disabilities requiring auxiliary aids or services should contact Garfield Township by writing or calling Lanie McManus, Clerk, Ph: (231) 941-1620.

 <b>Charter Township of Garfield</b> <b>Planning Department Report No. 2023-141</b>		
Prepared:	December 6, 2023	Pages: 1
Meeting:	December 13, 2023 Planning Commission	Attachments: <input type="checkbox"/>
Subject:	Master Plan Update – Review of Complete Draft	

**BACKGROUND:**

The Planning Commission has taken time throughout 2023 to study different sections of the Master Plan as part of the Master Plan update process. Staff have taken the drafts reviewed by the Planning Commission and incorporated Commissioners' feedback in preparing a complete draft of the Master Plan. A complete draft of the Master Plan was provided to the Planning Commission at their November 8, 2023 meeting for their review.

**NEXT STEPS:**

The December 13, 2023 meeting is intended to offer the Planning Commission to conduct an initial review of the complete draft Master Plan. A joint meeting of the Township Board (TB) and Planning Commission (PC) is anticipated for March 2024. At the joint meeting, it is anticipated that the Township Board and the Planning Commission will review a final draft of the Master Plan and recommend beginning the adoption process. The draft timeline for the rest of the Master Plan update process is anticipated as follows:

<i>Date</i>	<i>Action</i>
December 13, 2023 – PC Meeting	First review of complete draft Master Plan
January 24, 2024 – PC Study Session	Review of complete draft Master Plan
February 28, 2024 – PC Study Session	Review of final draft Master Plan Recommend Master Plan to TB
March 27, 2024 – Joint Meeting TB/PC	Review final draft Master Plan 63-day required review period begins
May 29, 2024	63-day required review period ends
June 11, 2024 – TB Meeting	Adoption of Master Plan anticipated

**ACTION:**

No action is required. This report and attachments are for review and discussion only.