

**CHARTER TOWNSHIP OF GARFIELD
PLANNING COMMISSION MEETING
October 26, 2022**

Call Meeting to Order: Vice Chair McManus called the October 26, 2022 Planning Commission meeting to order at 7:00pm at the Garfield Township Hall.

Pledge of Allegiance

The Pledge of Allegiance was recited by all in attendance.

Roll Call of Commission Members:

Present: Pat Cline, Joe Robertson, Joe McManus, Chris DeGood, and Robert Fudge

Absent and Excused: John Racine and Molly Agostinelli

Staff Present: Planning Director John Sych, Deputy Planning Director Steve Hannon, Michael Green, Zoning Administrator

1. Public Comment (7:01)

None

2. Review and Approval of the Agenda – Conflict of Interest (7:01)

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

Yeas: Robertson, Cline, McManus, Fudge, DeGood

Nays: None

3. Minutes (7:02)

a. September 28, 2022 Regular Meeting

Fudge moved and DeGood seconded to approve the September 28, 2022 Regular Meeting minutes as presented.

Yeas: Fudge, DeGood, Robertson, Cline, McManus

Nays: None

4. Correspondence (7:02)

- a. PD 2022-94 – Planning Department Monthly Report – October 2022
- b. Letter from Scott Rokos dated August 19, 2022
- c. Letter from Haggard's Plumbing and Heating dated October 13, 2022
- d. Public Notice from Green Lake Township received October 17, 2022

5. Reports (7:03)

Township Board Report

Sych stated that there was no board meeting.

Planning Commissioners**(i) Zoning Board of Appeals**

Fudge said there was no Zoning Board of Appeals meeting.

(ii) Parks and Recreation Commission

DeGood had no report but noted that the Parks Commission is reviewing the Grand Traverse Commons Natural Area Design Plan.

(iii) Joint Planning Commission

McManus stated that the Joint Planning Commission also reviewed the Commons Natural Area Design Plan. Sych noted that the final open house for the Design Plan will be held on November 7 at 5:00 p.m. at Kirkbride Hall.

Staff Report

Green was present to share information about Township Zoning Department activity. He discussed a meeting between township administrations to talk about enforcement actions in the various municipalities.

6. Unfinished Business**a. PD 2022-97 – 7Brew 2537 North US 31 Special Use Permit – Public Hearing (7:09)**

This application requests approval of a Special Use Permit for a proposed 652-square foot drive-through coffee shop with only drive-through and walk-up service, with no dine-in services. Drive-through business uses are permitted via Special Use Permit in the C-G General Commercial District. The site (Parcel ID #05- 021-036-10) is occupied by the former PNC Bank building with drive-through. New information was received which addressed the existing driveway which serves Mutual Gas and this site. Rob Larrea, of Community Planning and Land Use Consultants representing the applicant, stated that there was an agreement with Mutual Gas for a cross access agreement and maintenance agreement. MDOT asked the 7Brew applicants to add some arrows indicating where traffic should flow and curbing to further channel traffic and those have been added to the plan. Vice Chair McManus opened the public hearing 7:13 and seeing no one wishing to speak, then closed the public hearing. Planning Commissioners discussed the application.

DeGood moved and Cline seconded to direct Staff to prepare Findings of Fact for application SUP 2022-01, submitted by BFA, Inc., for a Special Use Permit for a drive-through coffee shop at 2537 N US-31 South.

Yeas: DeGood, Cline, Robertson, Fudge, McManus

Nays: None

7. New Business**a. PD 2022-98 – Birmley Hills Site Condominium – Introduction (7:20)**

This application is for a site condominium development of 35 single-family residential lots. According to the application, the lots will be between 15,000 and 38,000 square feet. Approximately 14% of the site will be preserved as open space and is primarily forested hills. The proposed development would be served by the water and sewer extending from the existing Birmley Hills Estates subdivision. The property is approximately 21.3 acres and is zoned as R-1 One-Family Residential. The property is at the end of Farmington Drive and Birmley Estates Drive which both provide access from Birmley Road. Carrie May, engineer for the project, stated that the roads would be 24' wide and the development will be on county water and sewer. Stormwater areas are being reviewed by the township engineer and road maintenance agreements are in place since the roads in the development will be private. The wooded areas will be maintained along the perimeter of the property. Commissioners asked questions and discussed the proposed site condominium development. A western road connection to link developments was discussed and staff will review that issue.

8. Public Comment (7:40)

None

9. Other Business: (7:41)**a. PD 2022-99 - Chick-fil-A – Update**

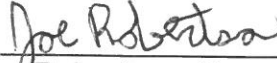
The special use permit was approved in May of 2021 and construction was completed shortly thereafter. Issues with traffic overflow onto US 31 and onsite parking were outstanding issues. Green stated that traffic flow seems to have been resolved, but the gravel parking lot for employees is still outstanding. Application has been made for the adjoining hotel behind the Chick-fil-A which would give more shared parking to Chick-fil-A since an agreement is already in place. Right now, the township is issuing a one-month temporary occupancy permit for the business each month to continue to monitor the situation. Rob Larrea speaking on behalf of Chick-fil-A stated that the hotel is moving along and due to the existing agreement, the parking lot issue will be resolved when the hotel is constructed. The hotel is a use by right and subject to administrative site plan review. Administrative site plan review does not need to come before the Planning Commission for approval. Administrative uses will be communicated to commissioners in the future.

10. Items for Next Agenda – November 9, 2022 (7:54)

- a. Birmley Hills Site Condominium – Public Hearing
- b. 7Brew 2537 North US 31 Special Use Permit – Findings of Fact
- c. Northern Lakes Church Child Care Special Use Permit – Introduction

11. **Adjournment**

Fudge moved to adjourn the meeting at 7:56 pm.



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