

CHARTER TOWNSHIP OF GARFIELD PLANNING COMMISSION MEETING

Wednesday, July 27, 2022 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 – July 13, 2022

4. Correspondence

5. Reports

- a. Township Board
- b. Planning Commissioners
- c. Staff Report

6. Unfinished Business

7. New Business

- a. PD 2022-69 – Master Plan Update – Future Land Use and Infrastructure
- b. PD 2022-70 – East Bay Township Master Plan – Review and Discussion

8. Public Comment

9. Other Business

10. Items for Next Agenda – August 10, 2022

- a. Kensington Park PURD – Major Amendment – Public Hearing / Preliminary Review
- b. Zoning Ordinance Proposed Amendments – Public Hearing
- c. Hammond Road Apartments R-3 Rezoning – Findings of Fact
- d. 7 Brew 2537 North US 31 – Special Use Permit – Update

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
July 13, 2022**

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

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

1. Public Comment (7:00)

None

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

Cline moved and Robertson seconded to approve the agenda as presented

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

Nays: None

4. Minutes (7:02)

a. June 22, 2022 Regular Meeting

Fudge moved and Agostinelli seconded to approve the June 22, 2022 Regular Meeting minutes as presented.

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

Nays: None

4. Correspondence (7:02)

Sych said that a Master Plan Review Notice was received from East Bay Township and a letter from Haggards Plumbing was received regarding agenda item 6a.

5. Reports (7:02)

Township Board Report

Agostinelli reported that the Board approved the Life Story Cremation conditional rezoning.

Planning Commissioners

No reports

Staff Report

None

6. Unfinished Business**a. PD 2022-62 – Hammond Road Apartments R-3 Rezoning – Public Hearing (7:03)**

This application requests the rezoning of land at the northwest of the intersection of Garfield and Hammond Roads, totaling 23.86 acres, from its current zoning of A-Agricultural to the R-3 Multi-Family Residential zoning district via the Zoning Map Amendment process, without restriction. The land is further described as the remainder of 05-023-042-01. The Future Land Use Map designation for the site is High Density Residential (6-10 units per acre) and the proposed R-3 Multi-Family Residential zoning district is considered the most compatible zoning district for this designation.

Chair Racine opened the public hearing at 7:04pm and seeing no one wishing to speak, closed the public hearing.

Agostinelli moved and McManus seconded a MOTION TO direct Staff to draft Findings of Fact for application Z-2022-02.

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

7. New Business**a. PD 2022-61 – 7 Brew 2537 North US 31 – Special Use Permit (7:06)**

This application requests approval of a Special Use Permit for a proposed 510-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. The bank building was approved by the Township Planning Commission as a Special Use Permit in 1999 for National City Bank. At the time, there was considerable concern about having a drive-through business located near the US-31 and South Airport Road intersection due to the high amount of traffic and potential conflicts for making left turns. A traffic impact report was prepared by the applicant and OHM Advisors is reviewing the report on behalf of the Township as well as MDOT for any traffic concerns. John Schebaum, Civil Engineer representing the applicant, discussed the project. He stated that there have been significant changes on the roadway since 1999 and they have worked on the concerns shared by the Planning Department with traffic and the building size. Other site plan issues have also been addressed

concerning lighting and landscaping. Ben Hidalgo, the franchisee for 7 Brew discussed the concept of the 7 Brew coffee shop. TJ Likens, a traffic engineer representing the applicant, prepared the impact study but they do not have anything from OHM or MDOT yet. Commissioners discussed the application, the traffic issues and a possible cross access agreement with neighboring businesses.

DeGood moved and Robertson seconded THAT application SUP 2022-01, submitted by BFA, Inc. for a Special Use Permit for a drive-through restaurant at Parcel 05-021-036-10, BE TABLED to address the issues listed in PD Report 2022-61.

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

b. PD 2022-60 7 Brew Cherryland Center -Site Plan Review (7:46)

The project is to construct a 7Brew drive-through coffee shop on a 0.47-acre parcel on West South Airport Road, just west of South Garfield Avenue, between Big Lots and the approved Biggby Coffee. The proposed building would be 510 square feet and offer only drive-through and walk-up service, with no dine-in services. The site (Parcel ID #05-014-049-40) is occupied by the former Hometown Pharmacy. Restaurants with a drive-through are permitted by right in the C-P Planned Shopping Center district. Commissioners discussed the proposed drive-through coffee shop.

Robertson moved and DeGood seconded THAT application SPR 2022-06, submitted by BFA, Inc. on behalf of NLD Acquisitions LLC to construct a drive-through coffee shop on the parcel 05-014-049-40, BE APPROVED, subject to the following conditions:

- 1. Information needs to be provided on the type of fixtures and whether the fixtures meet all lighting standards of Section 517 including shielding, illumination, and color temperature.*
- 2. The sidewalk proposed along South Airport Road shall be 6 feet wide. The applicant is required to record a public access easement for the proposed sidewalk.*
- 3. An internal sidewalk is required to be constructed between the front of the new building with the proposed new sidewalk along South Airport Road.*
- 4. Revise the landscaped area on the west side of the site so as not to exceed twenty percent (20%) of the total for gravel.*
- 5. The applicant shall provide information demonstrating that the site shall have been found to be a suitable site for a drive-in or drive-through establishment, with regard to traffic safety, by a registered engineer with an educational specialization in traffic engineering.*

6. All agency reviews, including stormwater and utility review by the Township Engineer, shall be received, and deemed compliant prior to issuing a Land Use Permit or Building Permit.

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

c. PD 2022-63 Kensington Park PURD – Major Amendment – Introduction (8:00)

The Kensington Park PURD is located west of the Cherryland Center site. The main portion of the project is roughly bounded by Carson Street, Linden Avenue, Floresta Street, and Woodward Avenue. East of this portion is a second phase of the project done by Homestretch. South of the main portion is Carson Square apartments done by Goodwill Industries. This new application (SUP 2002-06-E) requests a Major Amendment to the Kensington Park PURD for the accommodation of expanded building footprints for several yet-to-be-built duplex units. The proposal is for single-story structures to be built instead of the previously approved two-story structures. According to the application, the building footprint will increase but the overall square footage of the structures will be roughly the same. The project density would also decrease slightly with one fewer unit being built along Carson Street. The requirement to construct sidewalks on Carson Street, Linden Avenue, Floresta Street, and Woodward Avenue, forming a loop around this phase of the Kensington Park PURD, remains in place. According to the application, the applicant has obtained written support from the association to install sidewalks in front of existing homes and will also construct sidewalks in front of new the homes, to eventually complete the neighborhood loop as well as changing from a two-story duplex to a one-story duplex. Rob Larrea of Community Planning and Land Use Consultants reviewed the application with commissioners.

Cline moved and Agostinelli seconded THAT application SUP-2022-06-E, submitted by Patrick Rokosz & Ryan McCoon, for a major amendment to the Kensington Park Planned Unit Residential Development, BE ACCEPTED, and BE SCHEDULED for a public hearing for the regular Planning Commission meeting on August 10, 2022.

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

d. PD 2022-64 – Fairfield Inn – Site Plan Review Amendment (8:10)

This site is on US 31 near the intersection with Franke Road, behind the McDonald's and Lake Michigan Credit Union. The site was approved for a hotel by the Planning Commission at their regular meeting on October 9, 2019, along with another hotel on the site immediately to the south and

which is currently under construction. The applicants are proposing some alterations to approved site plan. Hotels are permitted by right in the C-H district. The subject parcel is approximately 3.35 acres. Hannon said that the site plan was minimally changed in terms of parking location and pool location. Dusty Christensen on behalf of the applicant stated that the proposed amendments are additions to the patio area and the relocation of some parking spaces to front of the building.

McManus moved and Agostinelli seconded THAT application SPR-2022-07, submitted by Traverse Hospitality Three, LLC, for an amendment to a site plan for a hotel on parcel 05-016-016-80, BE APPROVED, subject to the following conditions:

- 1. Clarify that other than changes applied for in this amendment, all aspects of the previous approval remain valid, including the dumpster enclosure and lighting.*
- 2. Provide a comparison Site Plan illustration between the site plan approval dated 6-6-2022 and the Site Plan approval dated October 9, 2019.*
- 3. All agency reviews, including stormwater and utility review by the Township Engineer, shall be received, and deemed compliant prior to issuing a Land Use Permit or Building Permit.*

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

e. PD 2022-65 – Proposed Zoning Ordinance Amendments – Introduction (8:22)

Draft language was proposed for changes in Section 516 – Dumpster Enclosures; Section 534 – Wetlands; Section 551.E.(6) – snow storage; Section 611 – Accessory Uses and Structures; Section 613.A(1)(c) – Outdoor Display and Section 630 – signs. Commissioner discussed enclosures and agreed to add language pertaining to chain link fencing. Under item B, a period would be placed after the word “material” and a sentence stating “Chain link fencing shall not be used for any portion of the enclosure or gate.” will be added. Outdoor storage was discussed and item C will have language added that indicates “display area may not be built in a no build buffer zone or required landscaping area” . . .

Agostinelli moved and Fudge seconded THAT the draft proposed Zoning Ordinance text amendment, as attached to Planning Department Report 2022-65 and with the amendments discussed, BE SCHEDULED for a public hearing for the August 10, 2022 Planning Commission Regular Meeting.

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

8. **Public Comment (8:45)**

None

9. **Other Business: (8:45)**

None

10. **Items for Next Agenda – July 27, 2022 (8:45)**

- a. Master Plan Update – Future Land Use and Infrastructure
Township Engineer Jennifer Graham will be present to discuss infrastructure.

11. **Adjournment**

Fudge moved to adjourn the meeting at 8:47pm.

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



Charter Township of Garfield Planning Department Report No. 2022-69

Prepared:	July 20, 2022	Pages:	1
Meeting:	July 27, 2022 Planning Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	Master Plan Update – Infrastructure		

BACKGROUND:

For this study session, Staff and the Township Engineer are providing a background and overview of water and sewer infrastructure as it relates to the existing land use and future land use. This is intended to foster discussion with the Planning Commission on the relationship between infrastructure and land use and how the Master Plan process can be used to guide future Township policy in these areas.

STAFF COMMENT:

Water and sewer availability can impact the type of development in an area, especially by enabling denser development. There are a few areas of the Township where nearby water and sewer infrastructure may be used to enable denser development if desired, and which are potential focus areas for Commissioners to discuss as part of the Master Plan process. These areas include the following:

- Northwest Garfield – North Long Lake Road, Cedar Run Road, Barney Road, and Gray Road
- Land One property – Vacant land between N East Silver Lake Road and W South Airport Road
- Oleson property – US 31 South near Rennie School Road

ACTION REQUESTED:

This item is for discussion only. No action is required.

Attachments:

1. Presentation Handout from Township Engineer.
2. Map – Existing Land Use and Sewer Infrastructure.
3. Map – Existing Land Use and Water Infrastructure.
4. Map – Future Land Use (from current Master Plan) and Sewer Infrastructure.
5. Map – Future Land Use (from current Master Plan) and Water Infrastructure.

Charter Township of Garfield, Michigan

Water and Sanitary System Overview



The CHARTER TOWNSHIP *of* GARFIELD
Grand Traverse County, Michigan



Background

The Charter Township of Garfield as an owner and operator of both a municipal water and sanitary system must adhere to the Michigan Safe Drinking Water Act (SDWA) Part 399 and Part 41, respectively- enforced by the Michigan Department of Environment, Great Lakes and Energy (EGLE).

To comply the Township is required to regularly monitor, sample, and report to the State on essential items, including:

Sanitary Sewer System

- **Asset Management Plan:** an annual evaluation of completed projects, staffing level, and maintenance activities, as well as updated maintenance budget, asset inventory, and capital improvement projects plan for the following year. Due January 31 annually
 - ✓ Completed by GFA in 2019 and DPW Annually
- **Sewer Rate Analysis:**
 - ✓ In process and to be completed this year

Water System

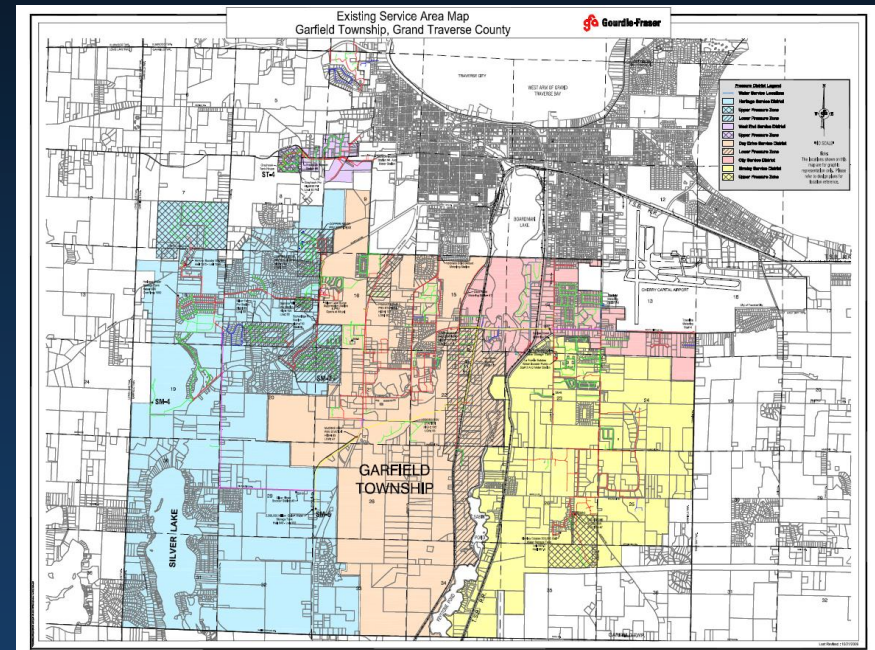
- **Water Reliability Study and Capital Improvement Plan:** a multi-year schedule of projects and funding to plan and track infrastructure needs. Due every 5 years.
 - ✓ Last updated by GFA in 2010, 2015 and 2020
- **Asset Management and Rate Studies:** Assessment of existing infrastructure conditions and evaluation of rates. Required for communities with 1,000+ population.
 - ✓ Completed by DPW Staff in January 2021
- **Lead and Copper Rules:** Implemented by the State of Michigan in June 2018 to protect public health by minimizing lead and copper levels in drinking water.
 - ✓ Inventory Completed by DPW Staff January 1, 2020
- **Water Rate Analysis:**
 - ✓ In process and to be completed this year



Water System -Infrastructure

The existing water system is separated into four (4) Service Districts consisting of three (3) water storage tanks, eight (8) booster stations, twelve (12) pressure reducing valve stations and a network of water distribution lines. Currently there are 2,950 customers (9,800 REUs / residential equivalency units) that are connected to the Township's water system. This infrastructure provides the domestic and fire water supply and pressures to the entire service area.

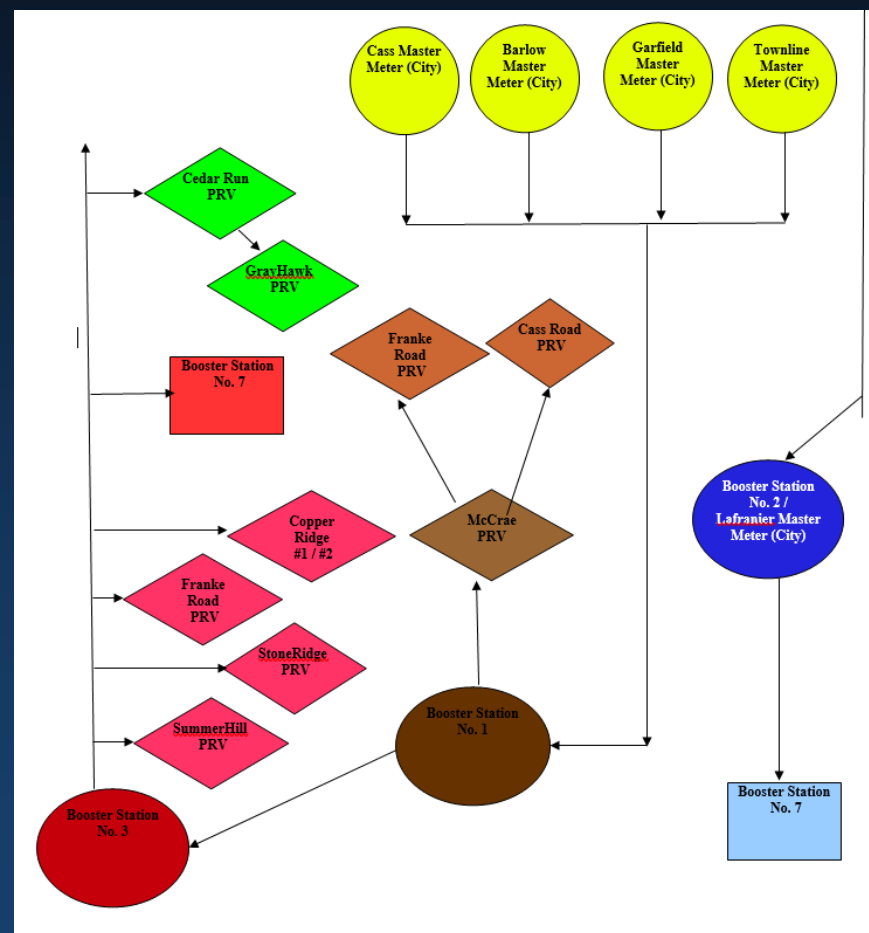
- **Supply:** The sole water source is supplied by the City of Traverse City through a Bulk Water Agreement regulated by the two (2) governmental entities allotting for a maximum day use of 5 MGD to Garfield Township. Supply is treated surface water with chlorine and fluoride addition.
- **Storage:** Total of three (3) storage tanks, one (1) below ground tank with 2.25 M gallon storage, one (1) elevated tank with 300,000 gallon of storage, and one (1) above ground storage tank with 1.1 M gallon storage.
- **Distribution:** Most of the system piping is composed of ductile iron, PVC, or polyethylene typically ranging in size from 6-inch to 20-inch. The distributions system is comprised of roughly 73 miles of distribution pipe.



Water System - Demands and Capacity

WATER INFRASTRUCTURE			
Wells			
N/A			
Water Booster Stations			
#1 Cass Rd.	BS #1	3201	2914 Cass Rd, Traverse City, MI 49684
#2 LaFranier Rd.	BS #2	3202	2932 LaFranier Rd, Traverse City, MI 49684
#3 Silver Pines Rd.	BS #3	3203	4351 Silver Pines Rd, Traverse City, MI 49684
#4 Red Drive	BS #4	3204	5067 Red Dr, Traverse City, MI 49684
#5 Herkner Rd.	BS #5	3205	5452 Eaglehurst Rd, Traverse City, MI 49685
#6 GreyHawk	BS #6	3206	4255 Cedar Run Rd, Traverse City, MI 49684
#7 Traditions	BS #7		1319 Alexander Dr, Traverse City, MI 49696
#8 Crown	BS #8		2400 East Crown Drive
Storage Tanks			
McCrea Ground Storage Tank		3301	1273 McCrae Hill Rd, Traverse City, MI 49685
Heritage Estates Standpipe		3303	5600 Heritage Way, Traverse City, MI 49685
Birmley Elevated Tank		3302	1130 Birmley Estates Dr, Traverse City, MI 49685
Cedar Run Storage Tank			5266 Cedar Run Road, Traverse City MI 49685
Pneumatic Tanks			
Herkner Pressure Tank			Herkner Rd, Traverse City, MI 49685
GrayHawk - Pressure Tank		3304	4766 Grayhawk Blvd #A, Traverse City, MI 49684
Red Drive Pressure Tank			5067 Red Dr, Traverse City, MI 49684
Pressure Reducing Stations			
Franke Road PRV			Division St, Traverse City, MI 49684
Cass Road PRV			W South Airport Rd, Traverse City, MI 49684
McCrea PRV			McCrae Hill Rd, Traverse City, MI 49684
Arbors PRV			
StoneRidge PRV			
Copper Ridge PRV #1			Eastern Sky Dr, Traverse City, MI 49684
Copper Ridge PRV #2			Copper Ridge Dr, Traverse City, MI 49684
SilverLake PRV / SurgeSuppression Station			3733 Silver Lake Road
SilverFarms PRV			Silver Farms Ln, Traverse City, MI 49684
SummerHill PRV			Wyatt Rd, Traverse City, MI 49684
GrayHawk PRV			Grayhawk Blvd, Traverse City, MI 49684
Master Meters			
Master Water Meter #1	MM #1	-	1567 S. Airport Rd, Traverse City, MI 49686
Master Water Meter #2	MM #2	-	2932 LaFranier Rd, Traverse City, MI 49684
Master Water Meter #3 (Bill Marsh)	MM #3	-	1659 S. Garfield, Traverse City, MI 49686
Master Water Meter #4	MM #4	-	5067 Red Dr, Traverse City, MI 49684

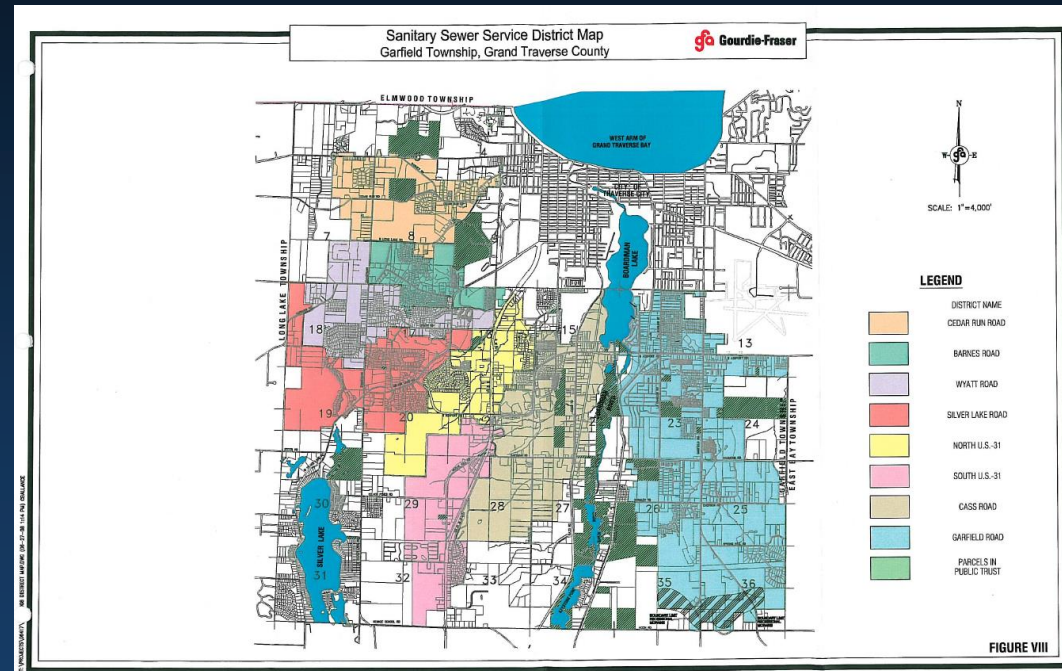
Page 1



Sanitary Sewer -Infrastructure

The existing water system is separated into Eight (8) Service Districts consisting of twelve (12) pump stations and network of collection and transmission lines. Currently there are 3,300 customers (9,800 REUs / residential equivalency units) that are connected to the Township's water system.

- **Collection:** The sanitary sewer collection system is comprised of roughly 72 miles of gravity collection piping ranging from 6" to 24" diameter. The collection system empties into a total of twelve (12) pumping stations and roughly 5.5 miles of dedicated pressurized forcemain to transport waste to the wastewater treatment facility.
- **Treatment:** Sole treatment source is provided by the City of Traverse City through a Bulk Sewer Agreement regulated by the two (2) governmental entities as monitored through four (4) master meters.



Project Funding

Garfield Township's critical infrastructure has continued to be well maintained by the DPW, though to ensure reliability and adequate capacity to accommodate existing and future growth demands, improvement projects are required. The intent of this project is to promote the health, safety and welfare of the Township residents and eliminating any potential for pollution caused by onsite disposal. There are varying types of improvement projects along with respective levels of priority and funding mechanisms and are identified below:

CAPITOL IMPROVEMENT PROJECTS

These are projects that are mandated by the EGLE and include major equipment replacement, upgrades to infrastructure to accommodate system demands and/or deficiencies.

- ✓ **Revenue Bonds**
- ✓ **Using Existing Water/ Sewer Funds**
- ✓ **Safe Drinking Water and State Revolving Loan Fund (EGLE)**
- ✓ **Grants**

EXTENSIONS AND SERVICE AREA EXPANSIONS

These are projects that are for areas that typically benefit a limited / defined area and typically limited to main extensions. The Township monitors and identifies areas of potential interest to provide expansion of such service. Costs to implement are imposed on those who specifically benefit and is not mandatory.

- ✓ **Special Assessment Districts**
- ✓ **Lateral Charge**



Planning and Infrastructure

Many projects presented to the Staff, PC and Township request access to municipal infrastructure. In some cases, they are readily available and others more challenging. Historically infrastructure was installed to accommodate their immediate needs and although it was sufficient, we are now seeing its limitations.

As demonstrated by the census, the Township is growing!

- ✓ Infrastructure installed is not suited long term to provide efficient / effective operations to the system
- ✓ Increased operational costs passed along to the Customer
- ✓ Infrastructure does not have adequate capacity to accommodate future connections



Examples

BATA / South 22

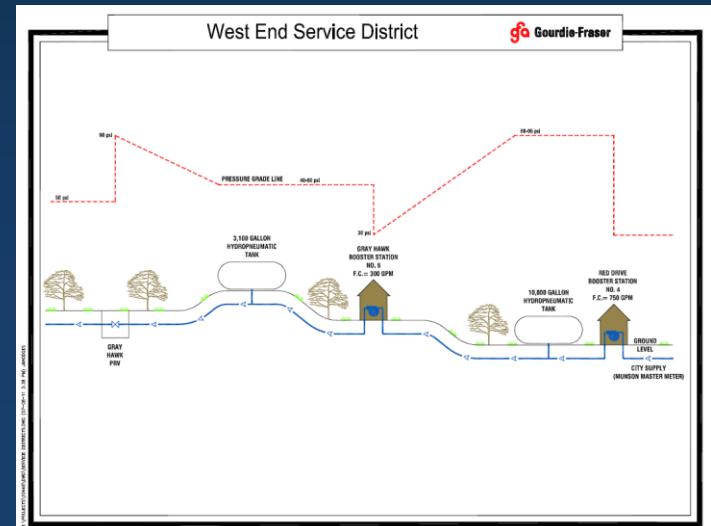
Treated as a standalone, each project would have proceeded as separate systems serviced by two (2) pump stations. A collaboration was formed to promote a regional approach to construct a gravity system only that serviced four (4) developments that were in varying stages of progress.

Northwest Service District

Known as the West End Service District, this area received water directly from the City and was serviced by a series of “temporary pump stations and reducing stations to overcome the challenges of varying topography for each development. The install of the new water tank and main along Cedar Run Road allowed for the abandonment of this infrastructure.

Long Lake Township Watermain Extension

In receipt of a contamination grant recently from EGLE to provide water service to Black Bear Farms has provided the Township the opportunity to further expand water service to Customers along Cedar Run Road.



GFA's Role

Garfield Township's critical infrastructure has continued to be well maintained by the DPW, though to ensure reliability and adequate capacity to accommodate existing and future growth demands, improvement projects are required. GFA has the pleasure to act both in the role of as the Township Engineer and GTC DPW Engineer and implements the following:

- Monitor and Track growth of area and specific developments to review impacts, ensure meets existing and future growth
- Review site plans for compliance with standards / specifications
- Communication and collaboration with Twp staff / departments, DPW, surrounding Townships and customers
- Evaluate future services, means to improve operations
- Capitol improvement plans
- Provide construction oversight and inspection



Engineer

(en-jə'nir) - noun

a. one who gets excited
about things that
no one else cares about.

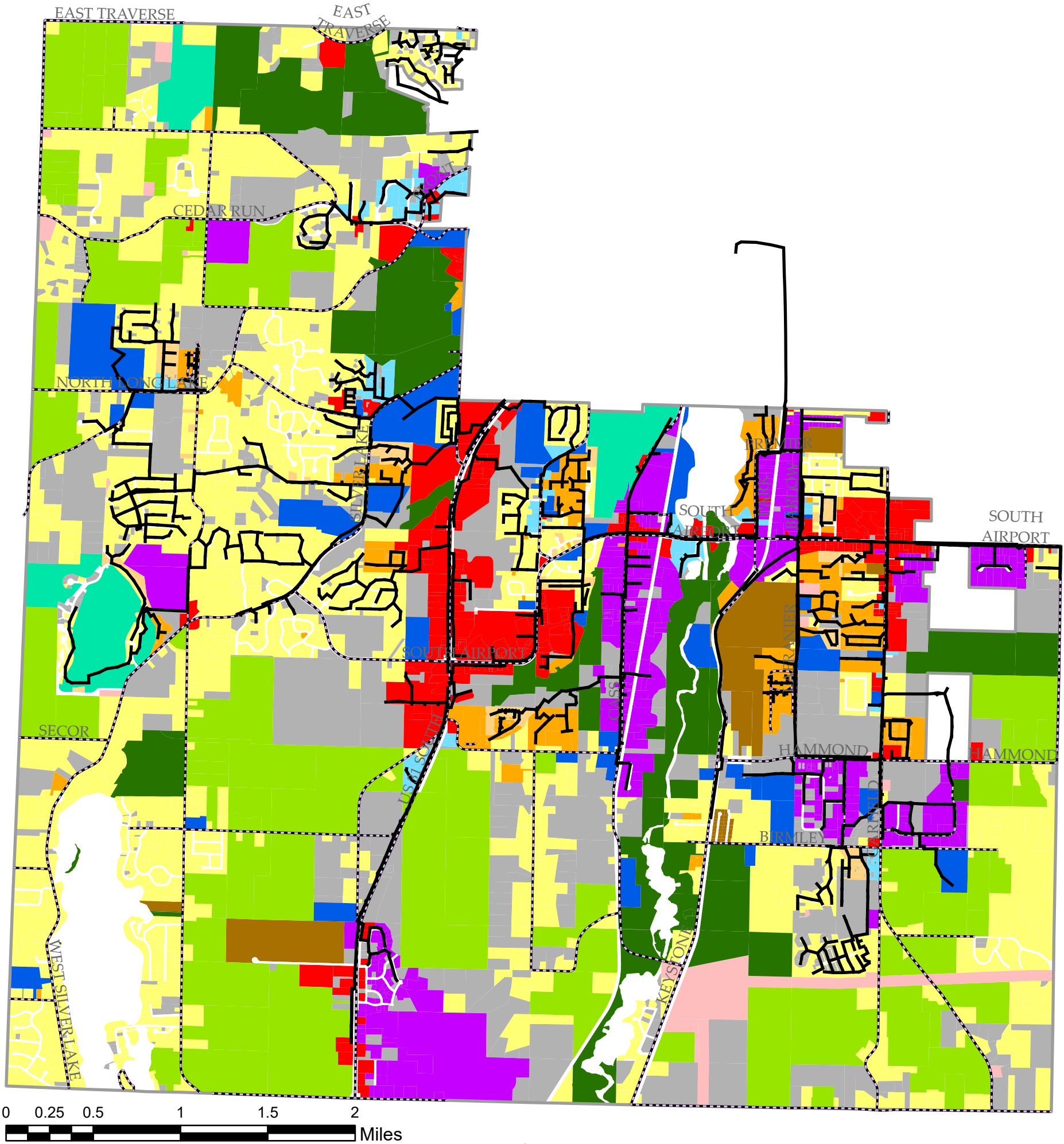
Methods to Integrate

As representatives of both the Planning Commission and Board, we work with developers to install infrastructure that is consistent and cohesive with the overall system operations to ensure longevity and efficient / effective operations. However we are limited and bound by our current standards and projections of future growth. The question may be asked what does planning have to do with water and sewer service and to answer that we have provided a list of recommendations for the PC to consider that would better assist us to better serve the Township:

- Creation of a Utility Corridor
 - Dictating where the water / sewer infrastructure limits are can help define type and density of development
- Township Cost Sharing (Utility SAD)
 - Similar to Road SADs, the Township will contribute cost sharing to promote infrastructure installation that can service future not just the immediate
- Updates to the ordinance to incorporate Future Land Use / zoning with water and sewer service areas maps to account for water / sewer availability
- Promote / mandate connections to the water system – you build it they will come!



Garfield Township Existing Land Use & Sewer Infrastructure

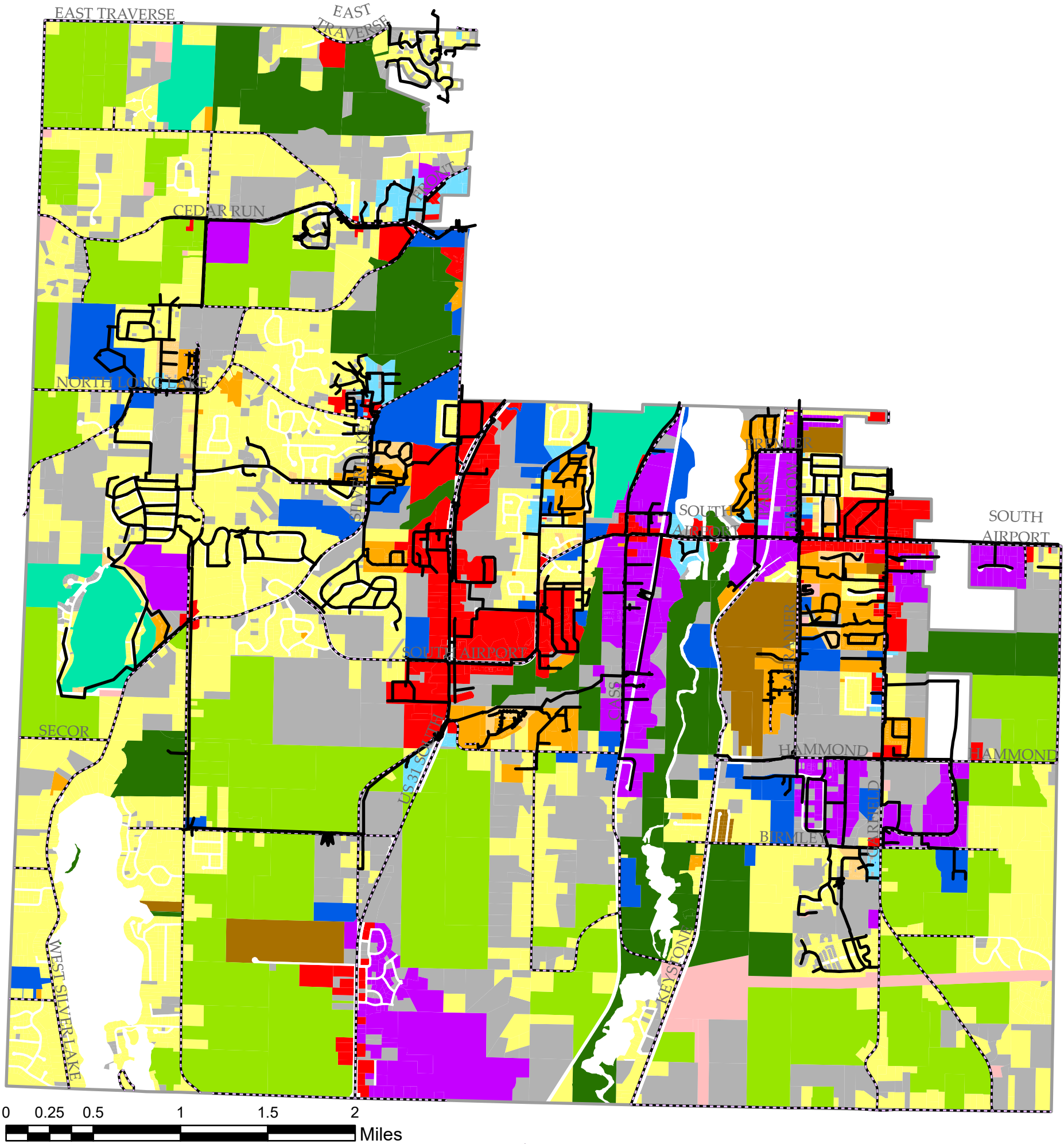


Charter Township of Garfield
3848 Veterans Drive
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Phone: 231.941.1620
Fax: 231.941.1688



This map is based on digital databases prepared by the Charter Township of Garfield. The Township does not warrant, expressly or impliedly, or accept any responsibility for any errors, omissions, or that the information contained in the map or the digital databases is currently or positionally accurate.

Garfield Township Existing Land Use & Water Infrastructure



— Water Pipes

Existing Land Use

Categories

- Agricultural
- Commercial
- Industrial
- Institutional
- Office
- Recreational
- Recreational - Private
- Residential - Mobile Home
- Residential - Multi-Family
- Residential - Single-Family
- Residential - Two-Family
- Right of Way
- Unbuilt
- Utility

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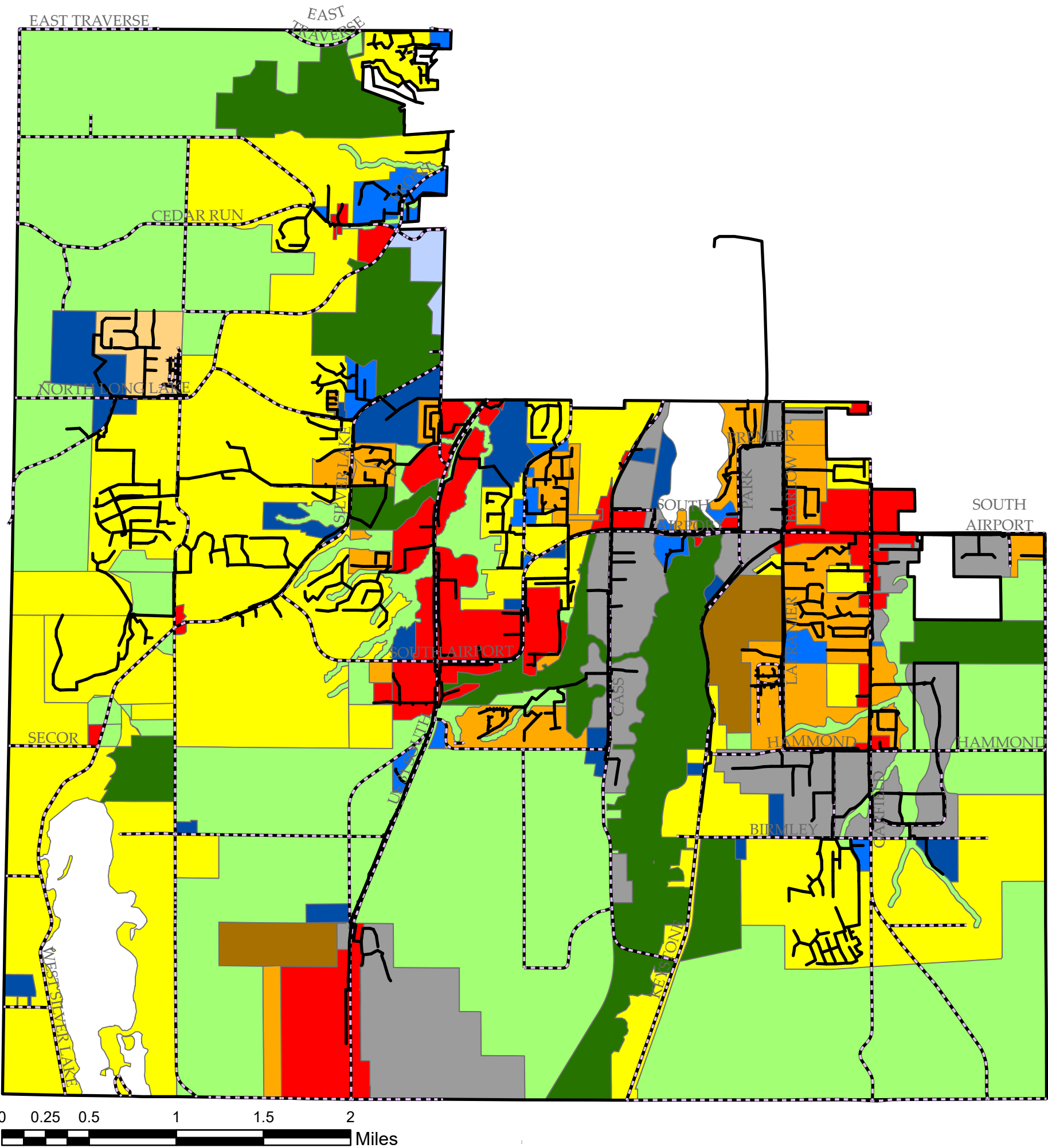
Garfield Township Future Land Use & Sewer Infrastructure

— Sewer Pipes

Garfield Township Future Land Use

Categories

- Agricultural / Rural Land
- Commercial
- GT Commons
- High Density Residential
- Industrial
- Institutional
- Low Density Residential
- Mobile Home Residential
- Moderate Density Residential
- Professional Office
- Recreational



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Garfield Township Future Land Use & Water Infrastructure

Water Pipes

Garfield Township Future Land Use

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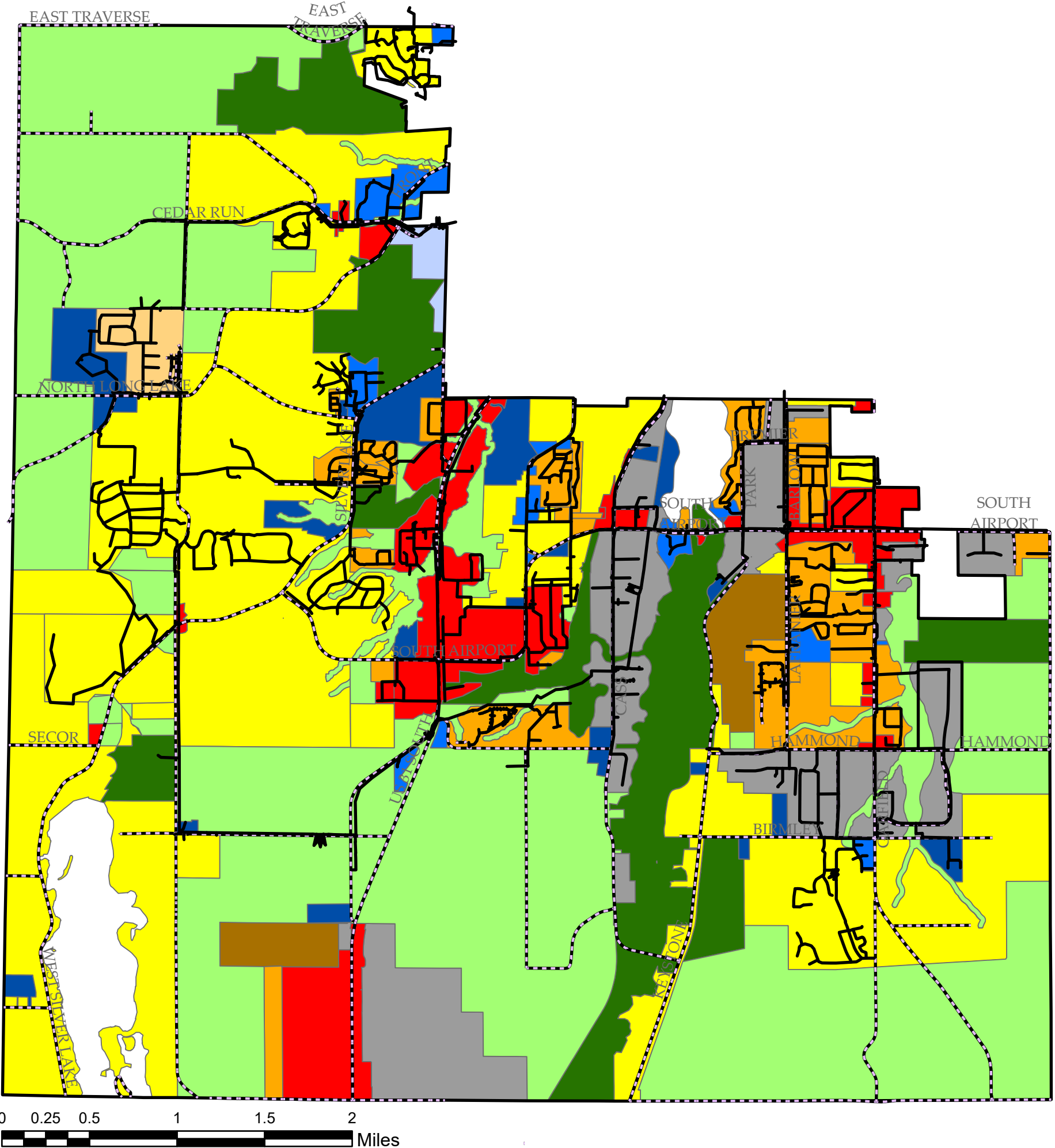
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 Charter Township of Garfield Planning Department Report No. 2022-70			
Prepared:	July 20, 2022	Pages:	2
Meeting:	July 27, 2022 Planning Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	East Bay Township Master Plan Amendment Review		

BACKGROUND INFORMATION:

In accordance with the Michigan Planning Enabling Act, local units of government considering adopting or amending a Master Plan are required to request comment upon such from the Planning Commissions of all neighboring municipalities.

At this time, East Bay Township has requested comment upon a proposed new Master Plan. The purpose of this report is to provide an overview of the Plan and to offer the opportunity to make comments.

STAFF COMMENT:

The last update for the East Bay Township Master Plan occurred in 2015. The current Master Plan sets a strong framework for targeted growth and development as well as natural resource preservation. It presents the vision, goals, and strategies to guide the Township toward a desired and achievable future for the next ten to twenty years. The draft Future Land Use Map remains virtually unchanged compared with the current 2015 Future Land Use Map.

East Bay Township hosted a series of focus groups in 2021 to inform the current update to the Township Master Plan, including Senior Citizens, Families with Children, Business, Transportation, and Natural Resources. The Township also conducted a community survey in 2021 and received 655 responses.

An excerpt of the draft Plan, Chapter 10 Future Land Use & Zoning, is attached to this report. Chapter 10 outlines the future land use designations for the Township. The full draft Plan may be found here: <http://www.eastbaytpw.org/>

When reviewing the Future Land Use designations along the Garfield/East Bay boundary, there are two primary factors:

1. Mitchell Creek Watershed. The outlet of Mitchell Creek is at the southern end of East Bay. Its watershed stretches across a significant area of East Bay and into Garfield. Its proximity to the urban center inhibits development as the watershed includes abundant wetlands. While future development is planned for this area, both Townships will have to consider the impact on wetlands and the limitations placed on future development. The impact of the wetlands is most visible along Townline Road which has seen little development due to wetland and hydric soil conditions.
2. South Airport and Hammond Corridors. South Airport Road and Hammond Road establish important east-west connections between both Townships and for the urbanizing area. These corridors are planned for multiple family residential and industrial and generally work together. There are two exceptions:
 - a. A significant amount of agricultural use is planned in Garfield along Hammond Road. While active farming continues in this area, development pressure may impact this area, particularly with adjacent new multiple family residential development in East Bay.
 - b. At the intersection of South Airport and Townline, East Bay plans for a small amount of commercial due to its proximity to the airport entrance.

ACTION REQUESTED:

No action is required. However, if there are comments made by the Planning Commission, then the following motion is suggested:

MOTION THAT Planning Staff is directed to prepare and send a letter to East Bay Township outlining the comments of the Planning Commission.

Attachments:

1. East Bay Township Review Notice – June 23, 2022
2. East Bay Township Draft Master Plan – Chapter 10 Future Land Use & Zoning
3. Comparison Map of Garfield (Existing) and East Bay (Proposed) Future Land Use Designations – Prepared by Garfield Township Planning Department



4.

RECEIVED
JUN 27 2022
PLANNING

June 23, 2022

To Whom it May Concern,

Pursuant to the requirements of the Michigan Planning Enabling Act (PA 33 of 2008, as amended), this notification is to inform you that the Draft East Bay Charter Township Master Plan is available for review and comment through September 1, 2022. On June 13, 2022, the East Bay Township Board approved the draft plan for public review and comment. The Planning Commission will be holding a public hearing in September.

The draft plan is available for review on the Township's Website: www.eastbaytwp.org. You may also review a copy of the draft plan at the East Bay Township Hall: 1965 N. Three Mile Road, Traverse City, MI 49696.

Please submit comments to Claire Karner at ckarner@eastbaytwp.org or at the Township mailing address listed above. If you would like to receive any future notices regarding the Township's Master Plan electronically, please e-mail your request along with your e-mail address to Claire Karner at ckarner@eastbaytwp.org.

Sincerely,

Claire Karner, AICP
Director of Planning & Zoning

CHAPTER 10

FUTURE LAND USE AND ZONING

The Michigan Planning Enabling Act of 2008 requires the inclusion of a future land use map and zoning plan in the Master Plan. The future land use map and districts identify a generalized, preferred organization of future land uses in the Township. It is a general framework intended to guide land use and policy decisions within the Township over the next 15-20 years. It guides the development of a Zoning Plan and ultimately influences changes that may be made to the Zoning Ordinance.

The Future Land Use Map is not intended to be used to identify future land use on a parcel by parcel basis, but rather to identify land uses that may evolve within the Township. The Future Land Use Map shows the preferred locations for future preservation and development in East Bay Township.

The Future Land Use map is often informed by what currently exists in the Township (see Existing Land Use Map) and the current policy framework in the Township (see Zoning Map). Both the Existing Land Use map and the Zoning Map are important influences of the Future Land Use map. This map shows the relative desired locations for residential, commercial, industrial development in the Township.

MICHIGAN PLANNING ENABLING ACT OF 2008

Provides the foundation for long range planning authority with Michigan municipalities and provides for the creation, organization, powers, and duties of local planning commissions.

GROWTH BOUNDARY

The growth boundary was initially established with the adoption of the Township's Comprehensive Plan in 1999 and it has proven to be a useful guide for land use decision making. Illustrated on the Future Land Use Map, it consists of an area of about 7,900 acres, or the northwestern one-third of the Township adjoining the City of Traverse City and Garfield Township. It is bounded on the south by the Consumers Energy right-of-way, the north face of the glacial ridge located in Sections 31, 32 and 33 (T27N/R10W) and the limits of gravity service in the existing wastewater collection district. This future land use plan will seek to promote efficient and aesthetic growth within this growth boundary, while seeking to promote conservation of natural features and the rural character outside the boundary.

Based on the social, economic and environmental characteristics of the Township, eight (8) general categories of land use have been identified to serve existing and future development needs. These categories are as follows:

THE GROWTH BOUNDARY IN EAST BAY TOWNSHIP WAS FIRST ESTABLISHED IN 1999.

NATURAL AREA PRESERVATION

The overall purpose of the Natural Area Preservation designation is to foster the protection of these natural features with as little disturbance as possible. Much of the area designated is in public ownership and efforts should be directed to maintain and provide more public stewardship. Lands that are not in public ownership may see low intensity development that incorporates careful measures which limit the impact on the natural features. Techniques, such as conservation easements, should be encouraged. Extensions of public utilities and roads into these areas should be avoided. Development in the Natural Feature Preservation areas should be limited to forestry and farming operations with single family housing limited to very low density or conservation cluster design that preserves natural areas at an overall ratio of at least 20 acres preserved for each 1 acre developed.

MITCHELL CREEK PROTECTION AND TRANSITION DISTRICT

The purpose of this district is to protect the delicate ecosystems and water quality in the Mitchell Creek system while permitting careful and low intensity development where feasible. This district also serves as a scenic and low intensity transition and buffer from the urbanization of the northern portion of the Township and the Township Center area. Land uses in this area may include a combination of low intensity development intended to work in harmony with the sensitive natural features of the watershed. These uses may include single-family residential, office park or clean industrial land uses. All patterns of development will be flexibly structured using the Planned Unit Development mechanism to fulfill the performance standards established for the watershed. To the extent single-family homes are proposed they will be developed in densities of 1 to 3 units per acre, arranged generally in conservation clusters that result in the preservation of wetlands and wildlife corridors.

AGRICULTURE

The overall purpose of the Agriculture land use designation is to promote the continued use of quality farmland for agricultural purposes and to minimize the potential for conflict with more intense land uses. The primary use in this area should be farming and related activities. Field crops, orchards and livestock operations (exclusive of high intensity feed lot operations) may be permitted. In addition, residential development associated with farming operations is anticipated. Other single family housing that preserves quality farmland areas and/or natural features may be permitted either in very low densities or conservation cluster design.

RESIDENTIAL - VERY LOW DENSITY

This land use designation is intended primarily to address the need for scattered single-family development in relatively rural and low density patterns. These areas are

not intended to be served with large-scale public utility systems that would promote greater densities. The primary land use within this area will be single family homes that are developed on lots of about 1 acre, or more, or in conservation clusters that result in the preservation of significant open lands and overall densities of less than 1 unit per acre.

RESIDENTIAL - LOW TO MEDIUM DENSITY

A significant portion of the Township lends itself to suburban style single family neighborhoods. The primary land use within this area will be single-family homes developed on lots ranging from ¼ acre to 1 acre (i.e. 1 to 4 dwelling units per acre) or in conservation clusters which result in preservation of significant open lands, and overall densities of 4 units per acre, or more.

RESIDENTIAL -- MEDIUM TO HIGH DENSITY

The central purpose of this designation is to establish human scale, walkable neighborhoods that are in close proximity to commercial and recreational services and with a design that works with the area's natural features. The primary land use within this area will be single family and attached homes that are developed in clusters or in multi-unit buildings. Overall residential densities of up to 5 to 8 dwelling units per acre may be achieved.

RESIDENTIAL – HIGH DENSITY

The high density designation anticipates high quality and aesthetic forms of development that increase density while creating very attractive living environments for residents. These neighborhoods will be human scale with good access to commercial and recreational services. Overall residential densities of 8 to 12 units per acre will be achieved. On a limited basis, higher densities of greater than 12 units per acre may be considered where the effects of that density on natural features, infrastructure and surrounding properties are mitigated.

NEIGHBORHOOD COMMERCIAL

This land use designation is intended to provide goods and services primarily to meet the needs of the immediate neighborhood. Uses may consist of coffee shops, bakeries, delis, pharmacies, community banks, restaurants, art galleries, and offices planned and designed with pedestrian orientation and formed into a compact and walkable community. Nonresidential uses will be permitted on the first story of a building, with residential uses or offices permitted above.

REGIONAL COMMERCIAL

This land use designation is intended to provide goods and services to meet the needs of the larger Grand Traverse Region and the traveling public, including jobs

for residents and goods and services for residents and the tourist and business traveler markets. Facilities will be developed in harmony with the area’s natural features and in a scale and form to promote smooth traffic access and to preserve views of the Bay and other important features.

INDUSTRIAL

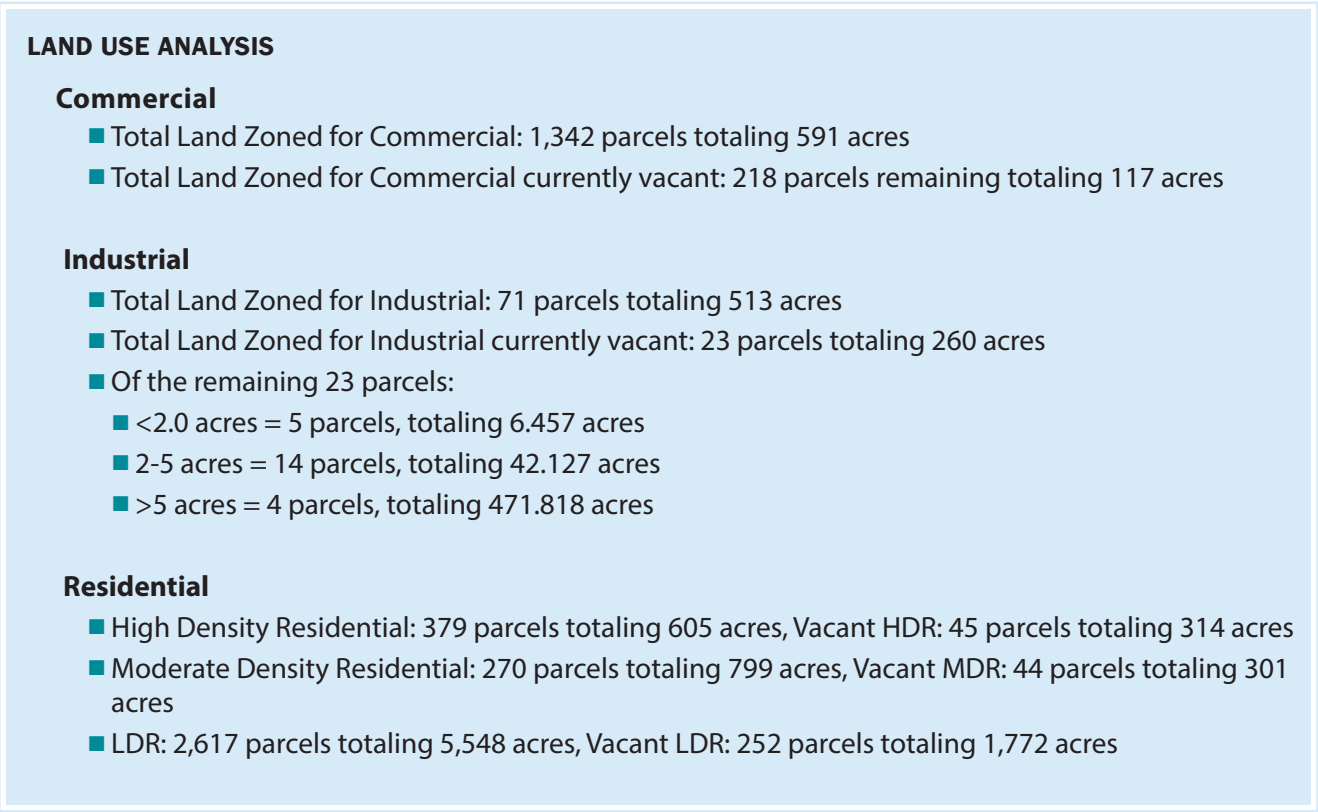
This land use designation is intended to provide employment for area residents and manufactured goods and services to meet the needs of the larger Grand Traverse Region and beyond.

EXISTING LAND USE & ZONING

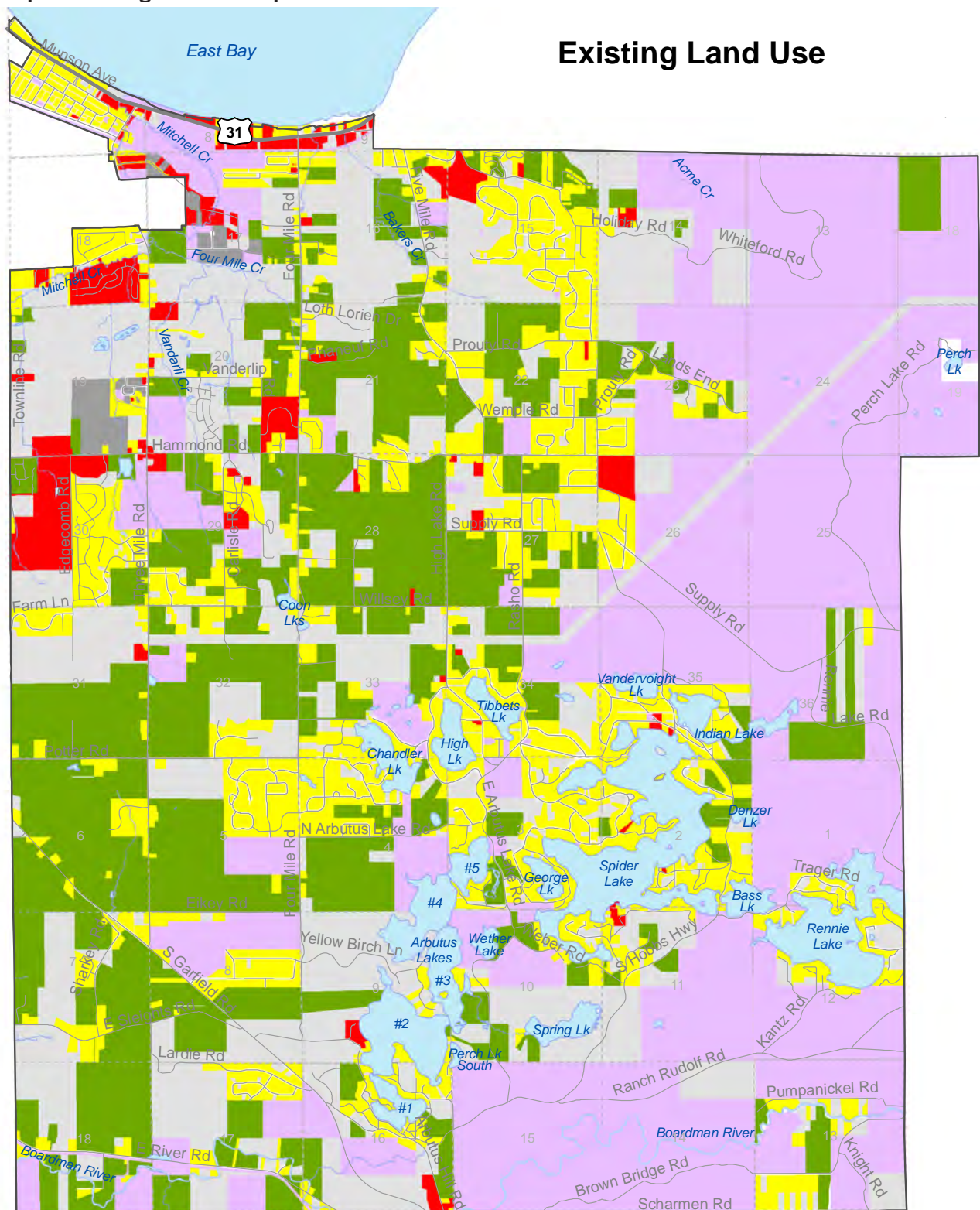
To help inform the development of the future land use map, it is important to look at historic development patterns in the Township as well as the existing land use regulations to better understand what type of development is currently permitted in the Township. The maps that help paint this picture are the Existing Land Use map (**Map 16**) and the Zoning map (**Map 17**). The Existing Land Use map illustrates how land is currently being used, what areas are vacant or underutilized, and what areas have higher intensity development. The Zoning Map shows what land uses are currently permitted in each district in the Township.

Township staff worked with LIAA and Grand Traverse County Assessing to summarize the total acres in the Township dedicated to various land use categories, and the total

Figure 14:



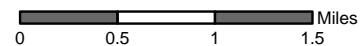
Map 16. Existing Land Use Map



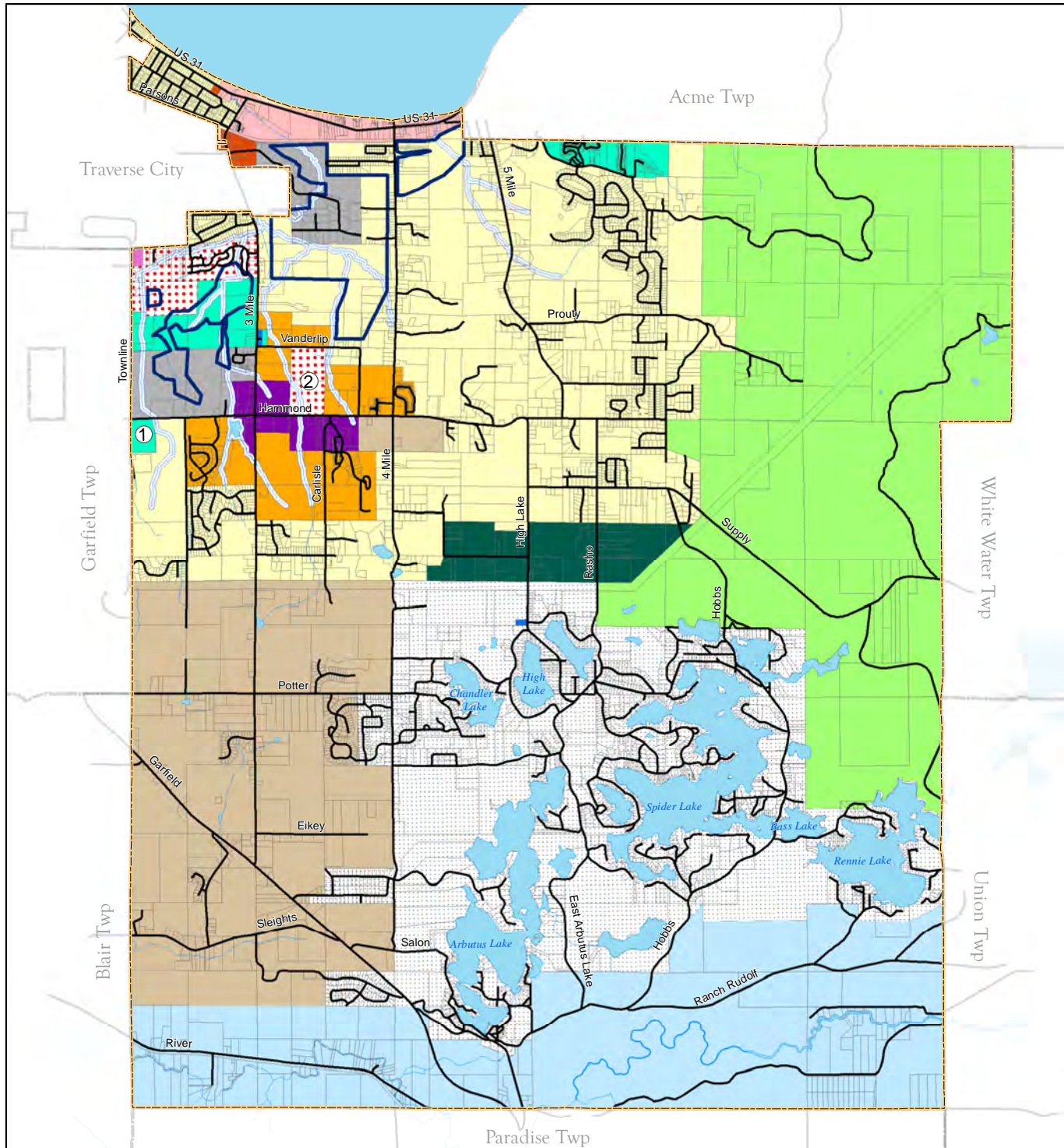
- | | |
|---|--|
| Agriculture/Rural Residential | Open Space/Recreation |
| Commercial | Residential |
| Industrial | Vacant Land |

Data Sources:
East Bay Township, Grand Traverse County,
Michigan GIS Open Data.

Prepared October 2020 for East Bay Township



Map 17. Zoning Map



East Bay Charter Township

Grand Traverse County, Michigan

Zoning

Effective: May 22, 2003
as amended through December 31, 2019

Legend

- | | |
|--|-------------------------|
| Mitchell and Baker Creek Overlay District | LA, Lakes Area |
| 100' Stream Buffer | NA, Natural Area |
| AG, Agricultural | BR, Boardman River |
| RR, Rural Residential | EBC, East Bay Corners |
| LDR, Low Density Residential | LB, Local Business |
| MDR, Moderate Density Residential | PO, Professional Office |
| HDR, High Density Residential | RB, Regional Business |
| MHC, High Density Residential & Manufactured Housing | AS, Airport Services |
| | IND, Industrial |

Conditional Rezoning:

1. Ord. #1-19, PPN 03-230-005-00 from IND to HDR
2. Ord. #3-18, PPN 03-220-039-00 & PPN 03-220-035-00 from MDR to MHC

1 inch = 5,000 feet
0 1,250 2,500 5,000 Feet



williams&works
engineers · surveyors · planners

acres of vacant land within each category. Taking stock of existing land use by zoning district will help the Planning Commission determine if there are areas where more land is needed as well as if there are areas where there may be a surplus of land available. Note that location is important and in some cases, land zoned for certain uses may be more or less desirable based on transportation access, access to the public water and sewer, environmental factors, and proximity to other goods and services. Please see Figure 14 for a summary of the results of this land assessment.

ZONING PLAN

According to Section 2(d) of the Michigan Planning Enabling Act (PA 33 of 2008), the Master Plan shall include a Zoning Plan depicting the various zoning districts and their use, as well as proposed changes to these standards. The Zoning Plan serves as the basis for the Zoning Ordinance. As a key component of the Master Plan, the Zoning Plan is based on the recommendations of the Master Plan and is intended to identify areas where existing zoning is inconsistent with the objectives and strategies of the Master Plan, and to guide the development of the Zoning Ordinance. The Zoning Ordinance is the primary implementation tool for the future development of East Bay Township. The following zoning districts can be found within the East Bay Township boundary. Table 17 summarizes existing district regulations.

PROPOSED ZONING CHANGES

The following summarizes a list of proposed changes to the Zoning Ordinance. After adoption of the master plan, the Township will engage a consultant to assist with a complete rewrite of the zoning ordinance, and the Planning Commission will likely convene a steering committee to oversee that process. While the zoning ordinance is being updated, high priority amendments will be prioritized and implemented by the Planning Commission as opportunities arise. The recommended changes to zoning districts will be evaluated upon rezoning requests and on a case-by-case basis.

ADMINISTRATION

There are numerous opportunities to streamline the zoning ordinance to make it more user friendly for residents, developers, and Township officials. As part of the Michigan Economic Development Corporation (MEDC) Redevelopment Ready Communities (RRC) certification program, staff has identified several opportunities for improving and streamlining the site plan review process. For example, East Bay Township currently requires a public hearing for all site plan reviews, including those permitted by right. The Township should consider administrative review and approval for most uses permitted by right. Phasing for site plan approval, including a process for issuing separate land use permits for each phase, should be codified in ordinance. There are also some special uses that would be better suited for administrative review accompanied by a set of non-discretionary standards. For example, accessory structures over a certain percentage of the principal building are currently a special land use. A process and conditions should

Table 19. District Regulations and Future Land Use Categories

Zoning District	Minimum Lot Size	Height	Setbacks (Front, Side, & Rear)	Future Land Use Category
<i>Residential Districts</i>				
Low Density Residential (LDR)	40,000 or 12,000 with S&W	2 ½ stories or 35 feet	30, 10, 35	Residential – Low to Medium Density
Moderate Density Residential (MDR)	40,000 or 8,000 with S&W	2 ½ stories or 35 feet	25, 8, 25	Residential – Medium to High Density
High Density Residential (HDR)	40,000 or 5,500 with S&W	3 stories or 40 feet	20, 6, 25	Residential – High Density
Manufactured Housing Community (MHC)	40,000 or 12,000 with S&W	3 stories or 40 feet	30, 10, 35	Residential – High Density
Rural Residential (RR)	40,000	2 ½ stories or 35 feet	30, 10, 35	Residential – Very Low Density
Pocket Neighborhood (PNR)	3,000	26 feet	25, 7, 20	Not Applicable
<i>Commercial Districts</i>				
Local Business (LB)	40,000 or 25,000 with S&W	2 ½ stories or 35 feet	30, 10, 20	Neighborhood Commercial
Regional Business (RB)	40,000	35 feet (N of U.S. 31) 50 feet (S of U.S. 31)	30, 10, 20	Regional Commercial
East Bay Corners (EBC)	20,000	2 ½ stories or 35 feet	30, 10, 20	Neighborhood Commercial
Professional Office (PO)	20,000	35 feet	20, 10, 20	Industrial & Regional Commercial
Industrial (IND)	40,000	50 feet	40, 20, 40	Industrial
Airport Service (AS)	Not applicable	3 stories and 40 feet	25, 0, 15	Regional Commercial
<i>Agriculture & Preservation Districts</i>				
Agricultural (AG)	40,000	2 ½ stories or 35 feet	30, 10, 35	Agricultural
Lakes Area (LA)	40,000	2 ½ stories or 35 feet	30, 10, 35	Residential – Very Low Density
Boardman River (BR)	40,000 or 2.5 acres within 400' of River	2 ½ stories or 35 feet	30, 10, 50	Natural Area Preservation
Natural Area (NA)	5 acres	2 ½ stories or 35 feet	30, 10, 35	Natural Area Preservation

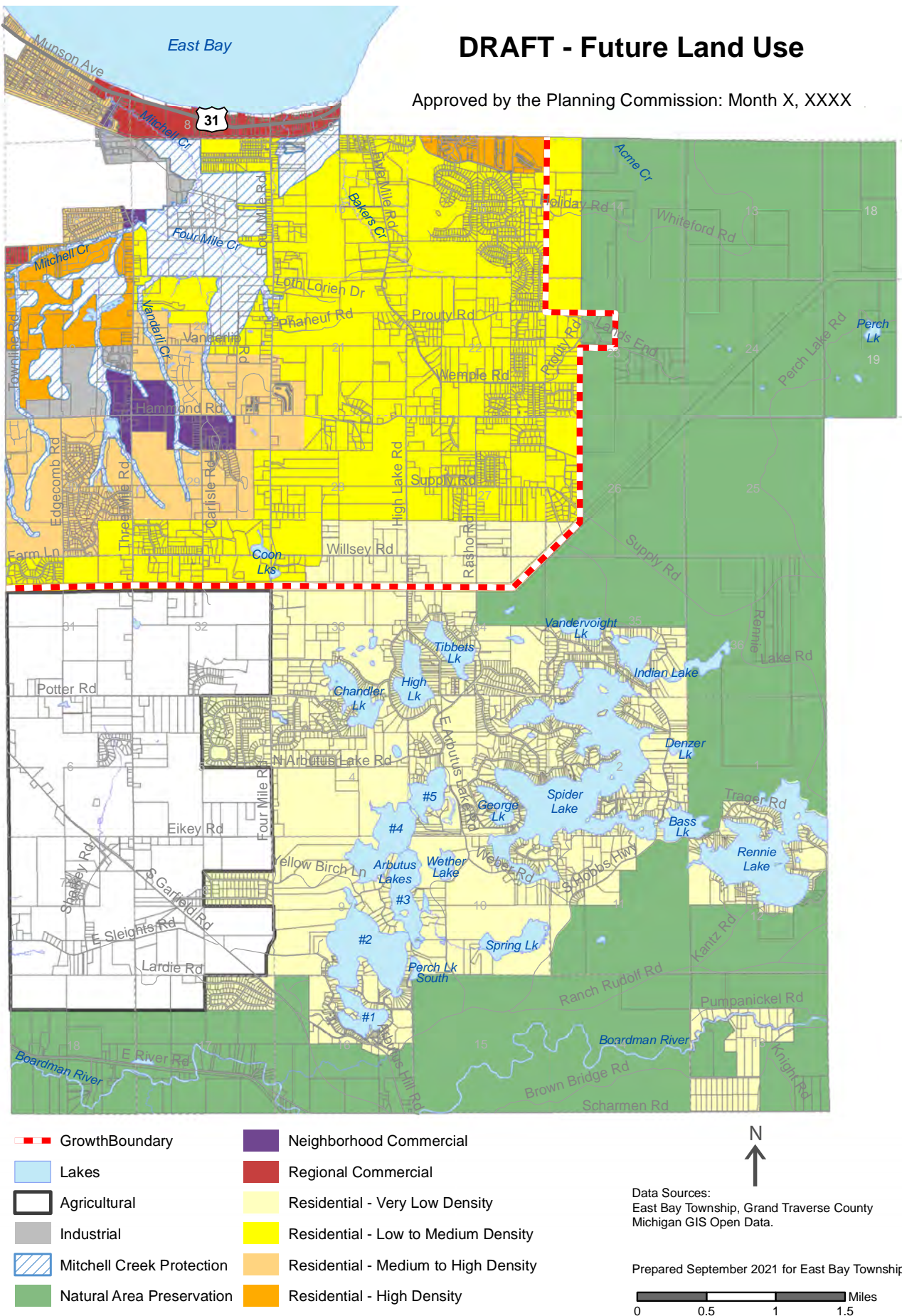
Please note that setbacks vary based on proximity to natural features as application in the zoning ordinance, please refer to the East Bay Township Zoning Ordinance for regulations pertaining to specific parcels.

also be added to the ordinance for rezoning and conditional rezoning. Changes like these would make the ordinance and Township approval process more predictable and efficient.

LANDSCAPE STANDARDS

In 2020, the Township convened a Tree Preservation Subcommittee to identify opportunities for preserving and protecting trees in East Bay Township. Specifically, the subcommittee was tasked with identifying strategies to preserve the large white pine heritage trees along the U.S. 31 corridor that contribute to the corridor's

Map 18. Future Land Use DRAFT Map



unique identity. The subcommittee also looked globally at tree landscaping requirements that would facilitate desired development character on key corridors. The subcommittee reviewed existing landscaping requirements in East Bay Township and identified opportunities to make the existing standards more specific. Generally, the opportunities identified in the ordinance related to landscaping requirements for trees were as follows:

1. Add specific requirements for types of tree species (e.g ensuring mature deciduous or conifers, shade trees in parking lots, large canopy at maturity, native species)
2. Add size requirements (e.g minimum caliper when planted)
3. Add spacing requirements for street trees
4. Add opportunity for credits (using trees preserved on site for reductions in landscape requirements)
5. Add requirements for buffers between single family residential and multifamily, commercial, etc.
6. Add specific requirement for percentage canopy cover of site (as trees reach maturity).

FOREST LAKES OVERLAY DISTRICT

As a part of ongoing development pressure in the Forest Lakes Area, the Township plans to reconvene a subcommittee of Lakes Area residents and stakeholders to review the Forest Lakes Overlay District standards, first developed in 2008. The subcommittee would identify opportunities to clarify and strengthen the protection standards. One example would be to formalize the process for documenting the Ordinary High Water Mark (OHWM) elevation at the time of permitting, as well as ensure consistency in references to OHWM throughout the ordinance.

REDEVELOPMENT FRIENDLY POLICIES

As referenced earlier, East Bay Township is actively engaged in the MEDC RRC program. Many of the zoning ordinance recommendations for the certification revolve around removing barriers to development and redevelopment. Based on the Township's evaluation report, zoning ordinance recommendations include:

1. Amending parking standards to reduce minimums and add maximums,
2. Provide provisions for outdoor dining
3. Allow for mixed use buildings by right in certain districts

SIGNS

In line with *Reed v. Town of Gilbert*, 576 U.S. 155 (2015), the zoning ordinance will need to be amended to ensure all sign standards are content neutral. Additionally, the Township will want to reevaluate sign sizes. Currently very large signs are permitted in commercial districts and may be inconsistent with desired aesthetics.

HISTORIC RESIDENTIAL DISTRICT REGULATIONS

In older neighborhoods of the Township, the district regulations are in conflict with the historic development patterns of the Township. Where possible, these inconsistencies should be rectified in the Zoning Ordinance to reduce the number of non-conformities and support future development that is harmonious with historic patterns, housing and development goals, and preservation priorities. Township residential areas of note include the Pine Grove Neighborhood and the Lakes Area. Both districts have many parcels non-conforming parcels based on size and density.

DESIGN STANDARDS

The Planning Commission has discussed the type of development the Township should foster in two key districts – East Bay Corners/Hammond corridor and the Regional Business District along U.S. 31. Future development should focus on high quality site design that contributes to an improved public realm. These desired goals can be facilitated through design standards. For example, the Township could stipulate preferred building materials, require parking in back of the development, reduce setbacks from the public right-of-way, and add enhanced landscape requirements.

ENVIRONMENTAL & OPEN SPACE PROTECTIONS

Currently, East Bay Township regulates development located in proximity to Mitchell and Baker Creeks and their tributaries, inland lakes in the Forest Lakes area, and East Bay. Each of these bodies of water have development setbacks associated with them, as well as greenbelt provisions to protect water quality and reduce runoff. There are, however, opportunities to enhance environmental protections to better protect East Bay Township's natural areas. In the updated zoning ordinance, the Township should explore wetland protection provisions, natural features setbacks, enhanced tree protection and landscaping requirements, and a septic ordinance. Development standards for agricultural lands and open spaces should be added and focus on future utility scale solar development standards and provisions to codify the Right to Farm Act in the Zoning Ordinance.

WORKFORCE HOUSING

To better meet the changing needs of current and future residents, the Township should work to develop zoning standards in the residential areas surrounding the commercial district to provide for a mix of housing options. In established residential districts, work to update zoning standards to better facilitate infill and mixed housing developments in areas near commercial and employment centers with access to transportation options. Specifically, consider allowing mixed housing, housing permitted in commercial areas, a mixture of dwelling densities permitted by right, and reduced parking requirements. The Township is also looking to reduce or remove the minimum dwelling size and allow the owner of an accessory dwelling unit to live in the accessory dwelling unit and rent the principle dwelling.

TRANSPORTATION

From a transportation standpoint, future amendments to the ordinance should seek to clarify access management and connectivity requirements between adjacent development properties to improvement connectivity and access. To support the Township's non-motorized infrastructure plans, future amendments to the ordinance should focus on requirements that new developments and redevelopments provide sidewalks and trails along the public right-of-way per the Township's adopted non-motorized map.

CAPITAL IMPROVEMENT PROGRAM












Article IV of the new Michigan Planning Enabling Act (PA 33 of 2008) requires that township Planning Commissions annually prepare a capital improvements program (CIP) of public structures and improvements when the municipality owns or operates a water supply or sewage disposal system. The Planning Commission may be exempted by charter from this duty if it is assigned to the legislative body and the legislative body may assign the duty to the chief elected official or a non-elected administrative official. The CIP must prioritize the projects which are deemed to be needed or desirable within the next six (6) years. Upon adoption of the 2022 Township Master Plan, the Planning Commission should work with staff to draft a CIP that reflects the reflect projects and priorities set forth in the Master Plan.

Garfield Township & East Bay Township Future Land Use Map

 1-Mile Buffer from Garfield Twp. Boundary












Garfield Township Future Land Use

Categories

-  Agricultural / Rural Land
-  Commercial
-  GT Commons
-  High Density Residential
-  Industrial
-  Institutional
-  Low Density Residential
-  Mobile Home Residential
-  Moderate Density Residential
-  Professional Office
-  Recreational

East Bay Township Future Land Use

Categories

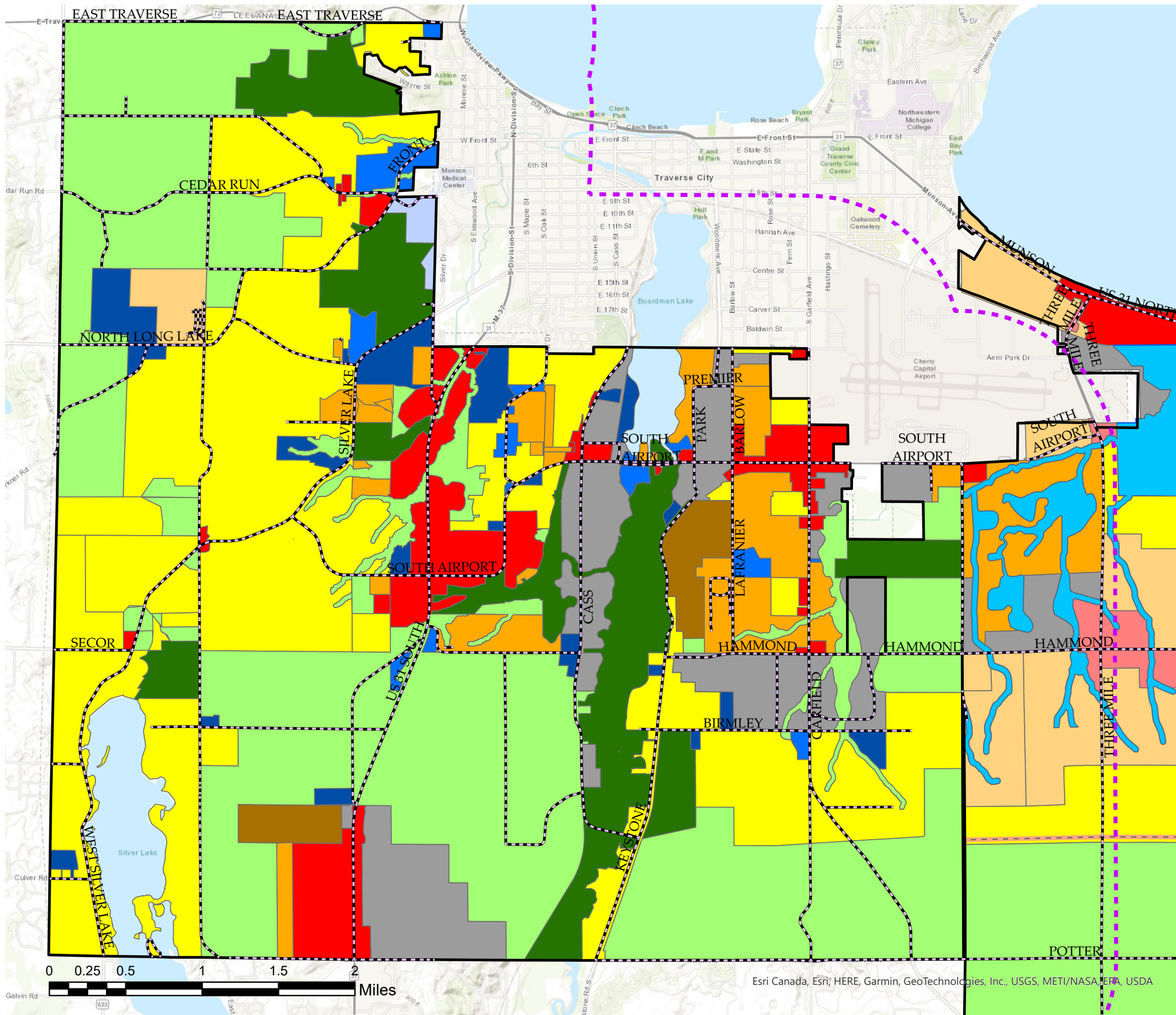
-  Agricultural
-  Industrial
-  Mitchell Creek Protection
-  Natural Area Preservation
-  Neighborhood Commercial
-  Regional Commercial
-  Residential - High Density
-  Residential - Low to Medium Density
-  Residential - Medium to High Density
-  Residential - Very Low Density
-  East Bay Township Growth Boundary

Charter Township of Garfield

3848 Veterans Drive
Traverse City, MI 49684
Phone: 231.941.1620
Fax: 231.941.1688



This map is based on digital databases prepared by the Charter Township of Garfield. The Township does not warrant, expressly or impliedly, or accept any responsibility for any errors, omissions, or that the information contained in the map or the digital databases is currently or positionally accurate.



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