CHARTER TOWNSHIP OF GARFIELD PLANNING COMMISSION MEETING

Wednesday, March 23, 2022 at 7:00 pm Garfield Township Hall 3848 Veterans Drive Traverse City, MI 49684 Ph: (231) 941-1620

AGENDA

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 – March 9, 2022

4. Correspondence

a. Green Lake Township - Notice of Public Hearing for Master Plan Amendment

5. <u>Reports</u>

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

6. Unfinished Business

7. New Business

- a. PD 2022-26 Proposed Master Plan Timeline
- b. PD 2022-27 Zoning Ordinance Amendments
- c. PD 2022-28 Proposed Service Drive Chick-fil-A to Lowe's

8. Public Comment

9. Other Business

10. Items for Next Agenda - April 13, 2022

- a. Life Story Crematorium Proposed Conditional Rezoning Introduction
- b. Cherryland Center Signs Site Development Plan Amendment
- c. Fox Motors Proposed Commercial Vehicle Service Center Site Plan Review

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 March 9, 2022

<u>Call Meeting to Order</u>: Vice Chair McManus called the March 9, 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 McManus, Joe Robertson, Pat Cline, Chris DeGood, and Robert Fudge

Absent and Excused: John Racine

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

1. <u>Public Comment (7:00)</u>

Bill Chichester of 2600 N U.S. 31 South commented that getting in and out of the Williams Dealership on US 31 is not possible because of the new Chick-fil-A and he asked for help for this issue.

2. <u>Review and Approval of the Agenda – Conflict of Interest (7:03)</u> Fudge moved and Agostinelli seconded to approve the agenda as presented.

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

4. <u>Minutes (7:04)</u>

a. February 23, 2022 Joint Meeting of Township Board and Planning Commission

DeGood moved and Robertson seconded to approve the February 23, 2022 Joint Meeting of Township Board and Planning Commission minutes as presented.

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

4. <u>Correspondence (7:03)</u>

a. PD 2022-22 – Township Board and Planning Commission Joint Meeting Summary

Sych presented the joint meeting summary to commissioners.

5. <u>Reports (7:04)</u>

Township Board Report

Agostinelli stated that the Township Board talked about the Chick-fil-A traffic situation and all involved thought it would calm down.

Planning Commissioners

None

Staff Report

Sych also commented on the Chick-fil-A traffic problem. Once the staff is trained better it is expected that traffic will move through faster. Chick-fil-A has contracted with Grand Traverse County Sheriff's Department for traffic control. The rear of the parcel could still be developed and more stacking room could be added, but it would need to be approved by the Planning Commission and stipulated as a condition of approval of any new development. The township staff will continue to monitor the situation.

6. <u>Unfinished Business</u>

a. PD 20222-13 – Gauthier R-3 Rezoning – Public Hearing (7:26)

This application requests the rezoning of one parcel on the west side of US 31 south of the intersection of US 31 and South Airport Road, totaling approximately 18 acres, from its current split zoning of Agricultural (A) and Highway Commercial (C-H) to the Multi-Family Residential (R-3) zoning district via the zoning Map Amendment process, without restriction. There are extensive wetlands on the property. Exhibit C, as provided by the applicant, shows only about 7.7 acres of the site are buildable. The site has about 410 feet of frontage on US 31 and about 775 feet of frontage on McRae Hill Road, although access is only possible from US 31. The site is immediately south of the Fairfield Inn and Alliance Surgery Center located on North Country Drive. A public hearing was held on February 9, 2022.

Agostinelli moved and Robertson seconded THAT the Findings of Fact for application Z-2021-02, as presented in Planning Department Report 2022-20 and being made a part of this motion, BE ADOPTED.

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

Agostinelli moved and Robertson seconded TO RECOMMEND TO the Township Board THAT application Z-2021-02 BE APPROVED.

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

7. <u>New Business</u>

a. PD 2022-21 Sportsman's Warehouse Display Area – Site Plan Review (7:29)

This application requests site plan review of a proposed outdoor display area for Sportsman's Warehouse at 3500 Marketplace Circle. The proposal would designate an area in front of the existing retail store "to display kayaks and outdoor grills and smokers" and would replace 50 feet of existing bark mulch. Section 613.A. (1) (c) of the Zoning Ordinance states the "Planning Commission may approve designated areas of product display for large inventory items (boats, campers, trailers, snowmobiles, RV's, swing sets, or similar items) or sales of natural vegetation in the front yard or side yard area for commercial uses, if permitted in the district." Store manager Emily Bolhuis said the items would be locked up every night and there have been no problems at other sites. Sych said that in the future, this type of request could be handled administratively.

Robertson moved and Cline seconded THAT application SPR-2022-01, submitted by Glenn Anderson for an outdoor display area at Sportsman's Warehouse, BE APPROVED.

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

b. PD 2022-23 2537 N. US 31 South – Conceptual Review (7:37)

The applicant is seeking feedback on potentially constructing a drivethrough coffee shop at 2537 N US 31 South, the former PNC Bank property. The C-G zoning designation allows for drive through uses. The subject site was previously a bank but at the time the site plan was previously approved, there was concern over the traffic movements in the area. Applicants John Shebaum and Kevin Myers stated that this coffee shop was a drive through only and would have no interior access. They stated that MDOT was not concerned with the access. Planning Commissioners expressed concerns with traffic in that area and left turn lanes. The applicants will work with staff on the building size and the general consensus is that traffic and left hand turns needed to be regulated in the area.

8. <u>Public Comment</u> (8:14)

Paul Chauvette of 2600 N U.S. 31 South commented on the Chick-fil-A traffic. Bill Chichester spoke about an urgent need for traffic control at the Chick-fil-A.

9. <u>Other Business (8:23)</u> None

10. <u>Items for Next Agenda – March 23, 2022 (8:24)</u>

- a. Master Plan Update Outline and Proposal
- b. Zoning Ordinance Amendments

Commissioners also asked for an update on the Chick-fil-A traffic situation.

11. Adjournment

Fudge moved to adjourn the meeting at 8:24pm.

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

LEGAL NOTICE NOTICE OF PUBLIC HEARING GREEN LAKE TOWNSHIP, GRAND TRAVERSE COUNTY GREEN LAKE TOWNSHIP REGULAR PLANNING COMMISSION MEETING Special Use and Amendment

TO: THE RESIDENTS AND PROPERTY OWNERS OF GREEN LAKE TOWNSHIP, GRAND TRAVERSE COUNTY, MICHIGAN AND ANY OTHER INTERESTED PARTY:

PLEASE TAKE NOTICE THAT THE Green Lake Township Planning Commission will hold public hearings at its meeting on Monday, March 28, 2022, at 6:00p.m. The public hearings will be held to review and accept public comment on a proposed special use and a proposed amendment to the Green Lake Township master plan. The hearings will take place at the Golden Fellowship Hall, 9700 Riley Road, Interlochen, MI 49643. There are two (2) items to be heard by the Planning Commission and the purpose of the public hearings are as follows:

SUP 22-002 – A public hearing to receive and discuss any public comment for consideration given relative to the request for the granting of a Special Use for a group day care home and waiver of detailed site plan located at 2211 Betsie River Rd, Interlochen, MI and owned by Heather Bockhol. The property is described as Prt of W 1/2 of NW 1/4 Sec 18 T26N R12W Com at W 1/4 Cor TH N 00° W 1518.75 Ft TH N 89° E 533 Ft to Pob TH Cont N 89° E 534.27 Ft TH S 00° E 265.98 Ft TH S 89° W 531.78 Ft TH N 00° W 266 Ft to Pob (AKA Parcel A2). Parcel Id 28-07-018-012-50.

MPA 22-001 – A public hearing to receive and discuss an amendment to the Green Lake Township Master Plan related to land conservation.

Copies of the above proposed items may be examined at the Township Hall, Monday through Thursday 8:00a.m. to 5:30p.m. by appointment. All interested parties are invited. Comments may be made in person at the hearings, in writing to the Planning Commission Chair, Colin Schworm at 9394 10th Street, Interlochen, MI 49643, faxed to 231-276-9388 or emailed to <u>zoning@greenlaketownship.org</u>. Public comment will be received until 5pm on Monday, March 28, 2022.

IF YOU ARE PLANNING TO ATTEND THE PUBLIC HEARINGS AND REQUIRE SPECIAL ASSISTANCE, PLEASE CONTACT OUR OFFICE AT (231) 276-9329, TDD (231) 922-4788 PRIOR TO THE SCHEDULED MEETING DATE. Alycia Reiten Green Lake Township Planning Zoning Director March 11, 2022 – 1T

Ch	arter Township of Garfield nning Department Report No. 2022-26	
Prepared:	March 16, 2022	Pages: 1
Meeting:	March 23, 2022	Attachments: 🖂
Subject:	Garfield Township Master Plan Update Timeline	

BACKGROUND:

In follow up to the Annual Work Priorities of the Planning Commission and discussion at the February joint meeting of the Planning Commission and Township Board, Staff has drafted the attached timeline to update the Master Plan. The timeline may be adjusted as the process moves forward.

NOTICE OF INTENT TO PLAN:

Based on these discussions and in accordance with the Michigan Planning Enabling Act, the following Notice of Intent is offered for consideration by the Planning Commission:

Notice of Intent to Update a Master Plan

Please be advised that this notice is to inform you that the Charter Township of Garfield Planning Commission is preparing to update its Master Plan.

You are receiving this notice in accordance with Section 39 of the Michigan Planning Enabling Act, Public Act 33 of 2008 (MCL 125.3839). This law is intended to encourage collaboration of neighboring municipalities, transportation agencies and other planning entities as well as to inform public utilities and railroad companies of Garfield Township's intent to update its Master Plan. The Planning Commission welcomes any comments or suggestions on the proposed plan.

To the extent possible, and for your convenience, all future correspondence will be sent electronically. If you prefer to receive notices and documents in hard copy form, please notify the Garfield Township Planning Department.

Garfield Township welcomes any comments you may have regarding the Master Plan amendment and its process so, please do not hesitate to contact our offices with any questions or comments.

ACTION REQUESTED:

If the Planning Commission is comfortable with the draft master plan timeline and Notice of Intent, then the following motion is suggested to issue a Notice of Intent to plan:

MOTION TO ISSUE the Notice of Intent to plan in accordance with Michigan Planning Enabling Act and as indicated in Planning Department Report No. 2022-26 for an update of the Master Plan.

Attachments:

1. Draft Garfield Township Master Plan Update Timeline

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Ch	Charter Township of Garfield Planning Department Report No. 2022-27							
Prepared:	March 16, 2022	Pages:	3					
Meeting:	March 23, 2022 Planning Commission	Attachments:						
Subject:	Zoning Ordinance Amendments							

BACKGROUND:

At the January 2022 study session, the Planning Commission discussed its work priorities for the upcoming year. These priorities included several parts of the Zoning Ordinance to review and potentially amend to address different issues. Upon further review, Staff has included in this report an overview of the following potential Zoning Ordinance update priorities:

- Adjust R-3 Multi-Family Lot Width Requirements
- Clarify Wetland Regulations
- Provide Changeable Copy Signs in Industrial District
- Update Drive-Through Requirements

R-3 MULTI-FAMILY LOT WIDTH REQUIREMENTS:

Minimum lot area and minimum lot width requirements for lots in the R-3 Multi-Family Residential zoning district are dependent on the number of dwelling units on the lot, as follows:

Minimum Lot Area Requirements							
One-Family	10,000 square feet for each dwelling unit						
Two-Family	6,000 square feet for each dwelling unit						
Multiple-Family	4,000 square feet for each dwelling unit						

Minimu	Minimum Lot Width Requirements							
First 2 units	70 feet per dwelling unit							
Next 6 units	10 additional feet per dwelling unit							
Each additional unit	5 additional feet per dwelling unit							
Maximum required	250 feet							

Planning and Zoning Staff have discussed if it makes sense to consider uniform lot width requirements for the R-3 district instead of the current sliding scale, and thus regulating density based on lot size rather than lot width. This approach may provide some advantages such as making calculation of the lot width easier and allowing for greater density on narrower lots.

In this scenario, minimum lot size per dwelling unit would guide the density allowed on a lot. Lot width would have an absolute minimum but would also be guided by 4:1 depth to width requirements from State law and by setback requirements.

Lots zoned as R-3 vary widely in their dimensions including larger lots with apartment complexes or other multi-family buildings, condominium units of multi-family developments, and subdivisions or other standalone lots. Subdivision lots include those in Gladewood (~ 80 feet wide), 1st addition to Wedgewood (~75 feet wide) and Leewall Terrace (~70 feet wide) subdivisions in the Barlow Garfield neighborhood.

WETLAND REGULATIONS:

Over the past few years, the Planning Commission has reviewed several projects with significant wetlands including MSU Federal Credit Union, the Marengo 31 apartment complex, BATA/TCHC Transit-Oriented Mixed-Use Development, and many others. The Planning Commission has historically required applicants to provide EGLE verification of a wetland delineation, however this specific requirement is not described in the Zoning Ordinance. Potential changes to Section 534 (Wetlands) of the Zoning Ordinance may be considered to address the following:

- Indicate that Section 534 does not apply to any wetland or portion of wetland for which an applicant has obtained a permit from EGLE to fill or modify such wetland.
- Require a delineation of all wetlands on the site.
- Require a delineation to be verified by EGLE through the Wetland Identification Program.

CHANGEABLE COPY SIGNS IN INDUSTRIAL DISTRICTS:

At the January 12, 2022 Planning Commission meeting, an applicant proposed changing the sign standards of the Zoning Ordinance to allow changeable copy signs in the I-G and I-L districts. Currently, such signs are permitted in the C-L, C-G, and C-H districts with specific standards. Also, signs permitted in the I-G and I-L districts are otherwise the same as in the C-L, C-G, and C-H districts, except that changeable copy signs are not permitted in I-G and I-L.

Current regulations for changeable copy signs are listed in Section 630.E.(2)(b) and indicate that changeable copy shall not exceed 20% of the permitted sign area and the rate of change between two static messages or images shall not be less than 1 hour. The applicant proposed adding standards for nighttime illumination of changeable copy signs. If the Township were to adopt illumination standards, they should be written so that they are enforceable.

Staff suggests discussing what regulations are desired for changeable copy signs and researching potential regulations to determine what Zoning Ordinance amendments may be appropriate.

DRIVE-THROUGH REQUIREMENTS:

The Planning Commission has recently reviewed site plans for several different drive-through uses such as Chick-fil-A, Wendy's, Biggby, Burger King, MSU Federal Credit Union, and Lake Michigan Credit Union. Since the pandemic began, Staff has also noted increased usage at other existing drive-through businesses.

The current drive-in and drive-through standards are listed in Section 730 of the Zoning Ordinance. These standards include a setback of at least 60 feet from the right-of-way line, a minimum lot width of 100 feet, minimum of 12 stacking spaces (with some exceptions) and prohibiting stacking into a public roadway.

Given the high rate of drive-through usage, this section of the Zoning Ordinance may be prudent to review. Some issues to consider include the following:

- Clarify the 60-foot setback requirement: is this for the building or the entire drive-through?
- Review minimum stacking space requirement, especially given the increased use of drive-through since the beginning of the pandemic, and the desire to minimize adverse effects on the neighboring properties and the public roadway.
- Consider requiring a traffic impact study or clarifying the requirement that the site shall have been found to be a suitable site for a drive-in or drive-through establishment... "by a registered engineer with an educational specialization in traffic engineering." During recent reviews, applicants have provided letters from engineers regarding the suitability of a drive-through on their site, but these letters are not required to provide much specific data demonstrating this suitability.

OTHER POTENTIAL ZONING ORDINANCE UPDATES:

Staff offers comments on the following other potential Zoning Ordinance updates:

- **Outdoor Display** Planning Commissioners recently reviewed a proposed outdoor display area for Sportsman's Warehouse. The current regulations of Section 613.A.(1)(c) indicates the Planning Commission may approve designated areas for product display for large inventory items or sales of natural vegetation. Updates to this section to consider may include clarifying standards for such display areas (size, screening, etc.) and making review and approval an administrative process.
- Vehicle Service and Truck Repair Staff has recently received a site plan review application for a proposed "commercial vehicle service center" which would be for the repair of semitrucks, school buses, and other large vehicles and fleets of vehicles. The current Zoning Ordinance does not make a distinction between a "commercial vehicle service center" or other type of vehicle service center, only making a distinction between "major" and "minor" based on the types of repairs. Both major and minor vehicle service centers are allowed in the C-G (both by right), C-H (both by right), I-G (minor by SUP, major by right) and I-L (minor by SUP, major by right) zoning districts. Planning Commissioners may want to consider distinguishing between the service of personal vehicles and service of commercial vehicles or fleets and distinguish where each type should be permitted.

DISCUSSION ONLY:

This information is provided for review and discussion by the Planning Commission. No action is required.

	Charter Township of Garfield Planning Department Report No. 2022-28						
Prepared:	March 16, 2022	Pages: 1					
Meeting:	March 23, 2022 Planning Commission	Attachments:					
Subject:	Conceptual Shared Drive from Lowe's to Gran	nd Traverse Mall					

BACKGROUND:

Since the proposal of the new Chick-fil-A restaurant at 2700 N US-31 South, Staff has been looking at the feasibility of a shared drive from Lowe's at 3150 N US-31 South to the Grand Traverse Mall. Staff has been in conversation with the property owners of 2700 N US-31 South, the adjacent Williams auto dealerships, Lowe's, and Brookfield Properties, owners of the Grand Traverse Mall. With the exception of Brookfield Properties, these property owners are interested in developing a new shared drive in this area.

Staff had the Township Engineer develop two concepts:

- A 20-foot-wide joint driveway within a 24-foot-wide easement (pursuant to Section 513)
- A 24-foot-wide private street within a 66-foot-wide easement (pursuant to Section 521)

Please see attached concept drawings. Any development of a joint driveway or private street would be at the agreement and expense of the participating property owners.

When the Lowe's PUD was approved in 2003, a condition of the approval was to construct a drive to its southern boundary which abuts a parcel owned by Brookfield Properties. The drive has not been built yet, but the condition of approval remains valid and Lowe's has agreed to construct the drive.

The 3.50-acre Brookfield Properties/Grand Traverse Mall owned parcel at the end of Day Drive is planned and zoned for single family residential. If this drive was constructed, then it would offer new access to the Brookfield property and the ability to develop the 3.50-acre parcel for commercial or other uses. To further build on that new orientation, we have also been in conversation with the Grand Traverse County Road Commission about the feasibility of shortening Day Drive, so it ends where the single-family homes end. This would create additional value to the property.

UPDATE:

Staff will provide an update on the progress for the drive at the March 23 study session. This report is an update only to the Planning Commission. No action is requested.

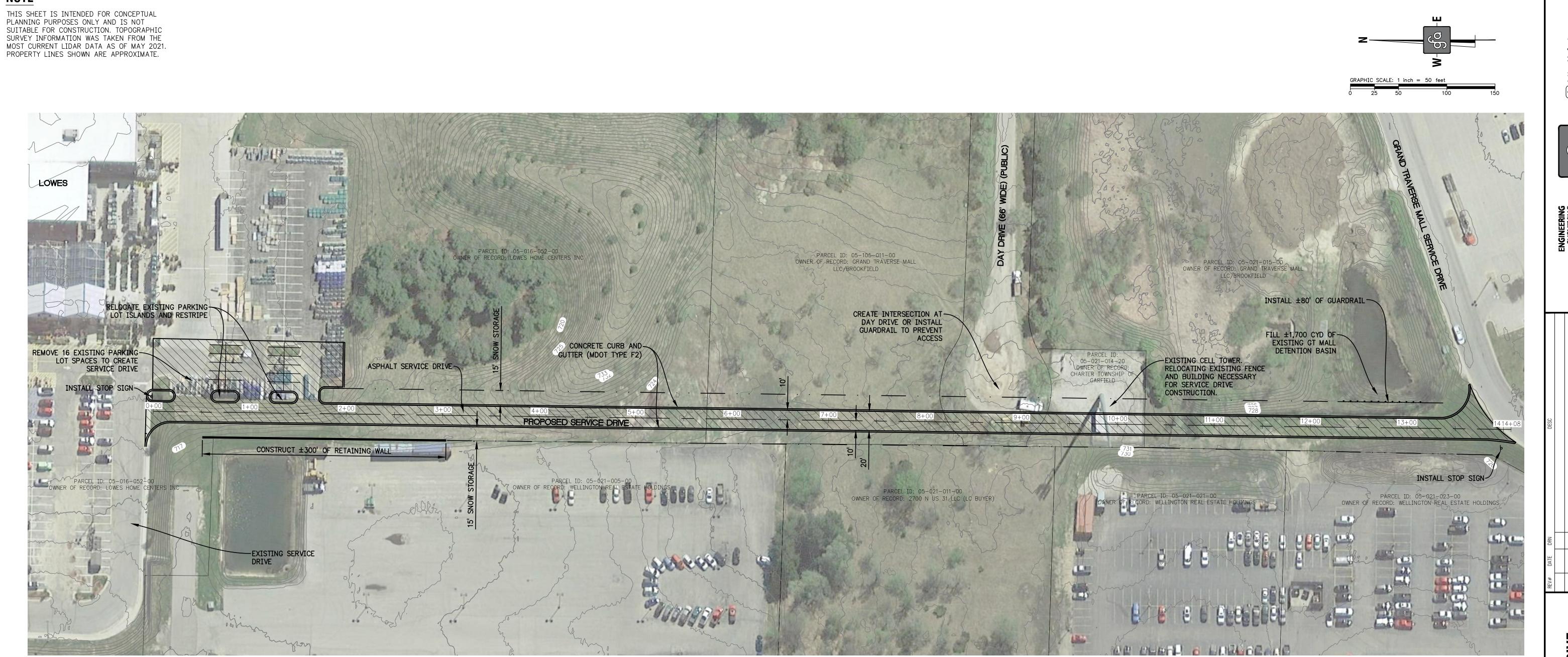
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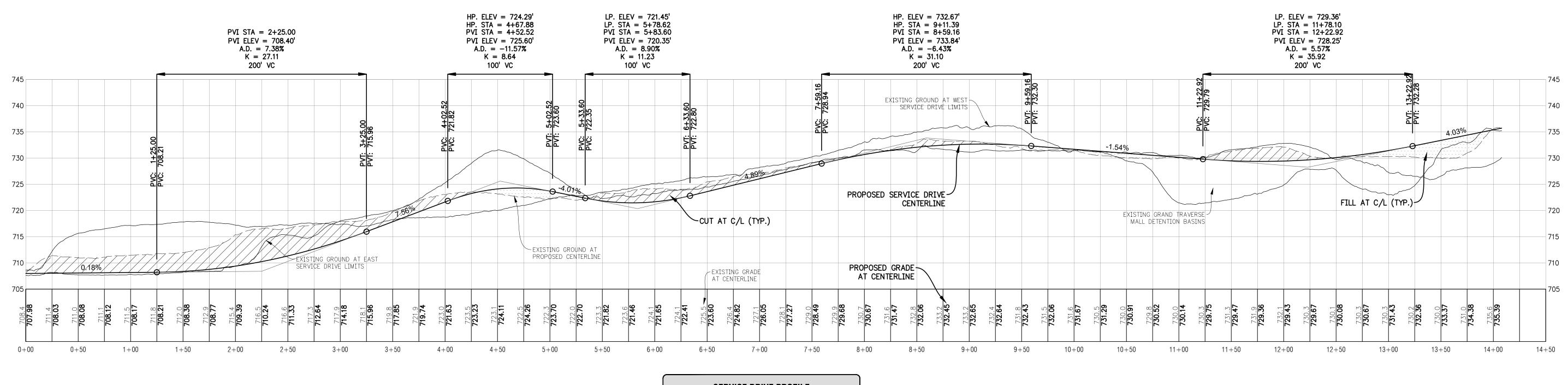
- 1. Conceptual Service Drive Design 1
- 2. Conceptual Private Road Design 2

NOTE

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THIS SHEET IS INTENDED FOR CONCEPTUAL PLANNING PURPOSES ONLY AND IS NOT SUITABLE FOR CONSTRUCTION. TOPOGRAPHIC SURVEY INFORMATION WAS TAKEN FROM THE MOST CURRENT LIDAR DATA AS OF MAY 2021.





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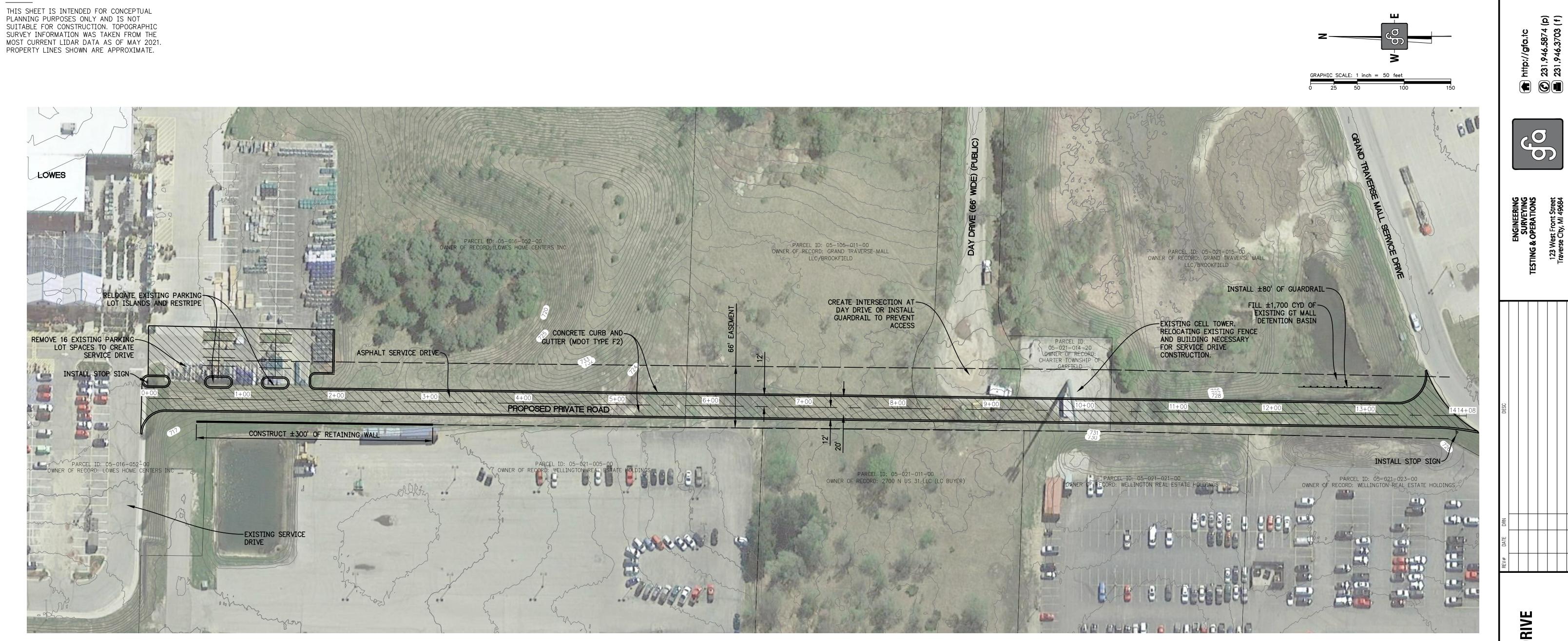
SERVICE DRIVE PROFILE SCALE: HORIZONTAL: 1"=50' VERTICAL: 1"=10'

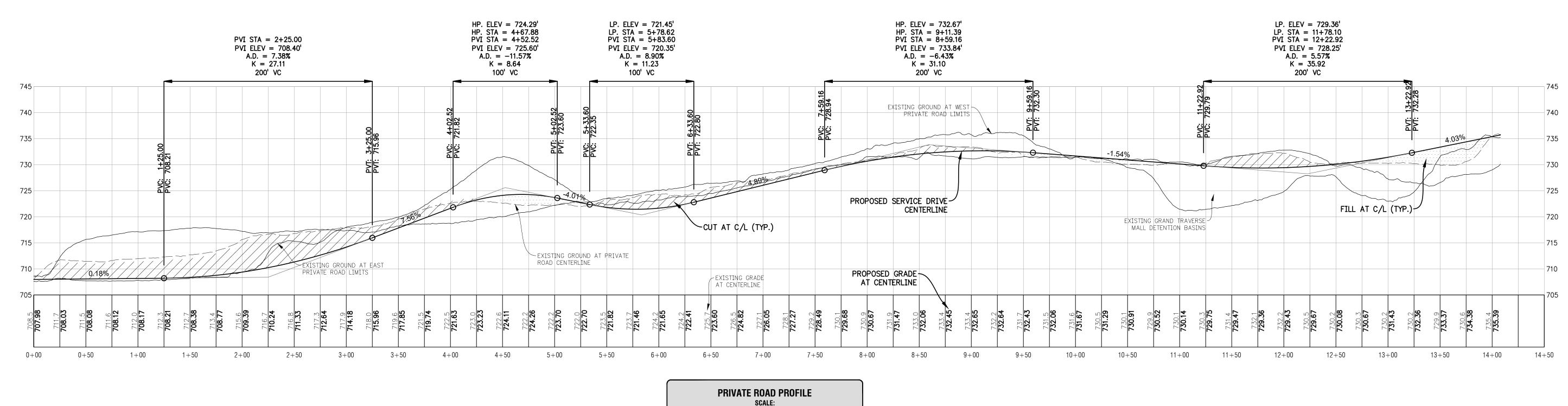
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