

**CHARTER TOWNSHIP OF GARFIELD
JOINT MEETING
TOWNSHIP BOARD AND PLANNING COMMISSION**

Wednesday, February 23, 2022 at 6:00 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 Township Board Members

Roll call of Planning Commission 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

- a. Planning Commission – Review and Approval of Minutes – February 9, 2022 meeting

4. Business

- a. *Where are we now?* – Existing conditions, trends, and build-out analysis
- b. *Where do we want to go?* – Discussion topics
- c. *How do we get there?* – Overview of Master Plan update process

5. Public Comment

6. 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
February 9, 2022**

Call Meeting to Order: Chair Racine called the February 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, Pat Cline, Chris DeGood, Robert Fudge, and John Racine

Absent and Excused: Joe Robertson

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

1. Public Comment (7:01)

None

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

Fudge declared a conflict with agenda item 6b.

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

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

Nays: None

4. Minutes (7:03)

a. February 26, 2022 Regular Meeting

McManus moved and Fudge seconded to approve the January 26, 2022 Regular Meeting minutes as amended noting that the word “attached” shall be deleted from the staff report.

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

Nays: None

4. Correspondence (7:03)

a. 2022 Annual Work Plan

b. PD 2022-16 – February 23 Joint Meeting of Township Board and Planning Commission

5. Reports (7:04)

Township Board Report

Agostinelli stated that the Township has entered into an agreement with Grand Traverse County to try online permitting software for a period of one year.

Planning Commissioners

None

Staff Report

Hannon said that the design services for the Commons Area are in full swing. The MSU student planning practicum has also been moving along with the trails inventory and will make a presentation to the Planning Commission at its April 27th Study Session.

6. Unfinished Business**a. PD 2022-13 – Gauthier R-3 Rezoning – Public Hearing (7:06)**

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. Ernie Gauthier spoke regarding the proposed R-3 designation for their property. Colleen Smith thanked commissioners for listening to their proposal. Racine opened the public hearing at 7:11pm and seeing no one wishing to speak, closed the public hearing.

Agostinelli moved and Cline seconded to direct Staff to draft Findings of Fact for application Z-2021-02.

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

Nays: None

b. PD 2022-14 – BATA HQ Transit-Oriented Mixed Use Development – PUD Final (7:14)

After Fudge removed himself from the discussion, Sych gave an overview of the project thus far. He stated that the application has been updated and is being considered for final review at this time. He indicated that the phasing plan has been updated and it ensures that there is PUD eligibility for the project with a condition that the transit phase will not begin until a funding letter from MSHDA or another source is issued. Any housing component of the PUD must begin before a certificate of occupancy will be issued for the transit portion of the PUD. Easements both conservation and cross access will also be conditions of approval. Sych reviewed the findings of fact with commissioners and to ensure compliance with the PUD eligibility requirements, suggested that commissioners adopt the first

set of conditions to the proposed development schedule listed in the staff report comments on the conditions of preliminary approval. Kelly Dunham, Executive Director of BATA, spoke regarding the acceptance of conditions in the Finding of Facts. She indicated that the conditions were acceptable to BATA. Commissioners discussed condition #1 listed in the staff report comments on the conditions of preliminary approval. Tony Lentych, of TCHC, spoke regarding the funding sources for the housing portion of the project and stated that funding was imminent.

After discussion, condition #2 of the staff recommended conditions of approval will be replaced by condition #1 listed in the staff report comments on the conditions of preliminary approval.

Furthermore, condition #2 will be edited to read:

“To ensure compliance with PUD eligibility requirements, after TCHC receives LIHTC Reservation Letter from MSHDA or equivalent grant award, BATA may begin construction of bus storage garage, bus maintenance garage, administration building, transfer station, and open space improvements in the Transit Phase. A copy of the LIHTC Reservation Letter from MSHDA or equivalent grant award shall be provided to the Township Board upon receipt by TCHC. BATA will not commence construction on the Transit Phase until TCHC receives a MSHDA reservation letter or equivalent grant award.”

Condition #7 was amended to state that “The applicant shall participate in construction of a crosswalk across LaFranier Road.”

McManus moved and Cline seconded THAT the Findings of Fact for application PUD 2020-02, as presented in Planning Department Report 2022-14, BE ADOPTED.

Yeas: McManus, Cline, DeGood, Agostinelli, Racine

Nays: None

Abstention: Fudge

McManus moved and Agostinelli seconded THAT Application PUD 2020-02, submitted by the Bay Area Transportation Authority and the Traverse City Housing Commission for a transit-oriented, mixed-use Planned Unit Development, BE RECOMMENDED FOR FINAL APPROVAL by the TOWNSHIP BOARD, subject to the following conditions:

- 1. The approval is for a transit-oriented, mixed use Planned Unit Development comprised of the following uses:*
 - a. 210 multi-family residential units in five 3-story buildings*
 - b. 15 single-family residential lots*
 - c. An institutional use comprised of the following:*

- i. Administration office
 - ii. Bus storage garage
 - iii. Bus maintenance facility
 - iv. Dispatch facility
 - d. Bus transfer station with three shelters and bathroom facility
 - e. Childcare center
 - f. Neighborhood commercial building permitting the following uses:
 - i. Financial institution without drive-through
 - ii. Medical office, clinic
 - iii. Office
 - iv. Café, 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.
 - v. Retail, low volume. The sale or rental of good 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 services residents of the surrounding neighborhood.
 - vi. 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.
2. To ensure compliance with PUD eligibility requirements, after TCHC receives LIHTC Reservation Letter from MSHDA or equivalent grant award, BATA may begin construction of bus storage garage, bus maintenance garage, administration building, transfer station, and open space improvements in the Transit Phase. A copy of the LIHTC Reservation Letter from MSHDA or equivalent grant award shall be provided to the Township Board upon receipt by TCHC. TCHC must commence housing construction before BATA may make a request for Certificate of Occupancy. BATA must complete the transfer station and open space improvements in the Transit Phase at the same time or before completion of the bus storage garage, bus maintenance garage, and administration building.
 3. Planned phased construction of the residential housing shall be noted on the plan.
 4. Upon purchase of the subject parcels by the applicant, the declaration of conservation easement shall be recorded with copies provided to the Township.
 5. All defeasible references and covenants shall be removed from both cross-access easement grants. Both easement grants shall provide descriptions of Parcel B. Upon purchase of the subject parcel by the

applicant, the easement grants shall be recorded with copies provided to the Township.

6. A pedestrian path connection is required between the BATA transfer station and the main BATA facility.

7. The applicant shall participate in construction of a crosswalk across LaFranier Road.

8. All buses are to be parked indoors.

9. 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.

10. Proposed monument sign "A" shall be reduced to 40 square feet in area and the directional sign "B" on LaFranier Road shall be removed or altered to reflect emergency drive only.

11. Approval of the land division of the subject parcels to conform to the site plan configuration of the Planned Unit Development.

12. Establishing any site condominiums require review and approval by the Township prior to recording.

13. Any outstanding conditions of the final engineering reviews shall be met.

Yeas: McManus, Agostinelli, Cline, DeGood, Racine

Nays: None

Abstention: Fudge

7. New Business

a. PD 2022-15 – 3525 West Front Street – Conceptual Review (8:21)

The applicant is seeking feedback on potentially rezoning the back portion of a parcel at 3525 West Front Street from C-O Office Commercial to R-3 Multi-Family Residential. Currently, the entire property is an asphalt parking lot serving as parking for a neighboring professional office. Attorney Joe Quandt on behalf of the applicant, said that the surrounding areas are compatible land uses and addressed the conditions for rezoning. Staff noted that the parcel had been rezoned within the last five years from R-3 back to C-O Office Commercial. The findings of fact found that the rezoning was consistent with the future Land Use Map. The Master Plan still supports this parcel as a C-O use. Commissioners discussed the concept and pondered the zoning component and concluded that the zoning designation could be an important discussion for the area. Commissioners agreed to study the proposed use and explore ways to make multi-family and office as a compatible use to create a walkable environment. A sub planning approach could be a possibility as the Master Plan will be updated in 2023.

8. Public Comment (9:05)

Jeannine Easterday of Traverse City applauds the efforts of the PC on the BATA/TCHC housing complex.

Jim Schmuckal of 762 Windmill Lane commented on the Front St parcel conceptual review and the BATA project.

9. Other Business (9:12)

None

10. Items for Next Agenda – February 23, 2022 (9:12)

a. Joint Meeting – Planning Commission and Township Board

11. Adjournment

Fudge moved to adjourn the meeting at 9:14 pm.

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

February 23, 2022



JOINT MEETING

Charter Township of Garfield

Board of Trustees and Planning Commission



AGENDA

Where Are We Now?

Where Do We Want to Go?

How Do We Get There?

WHERE ARE WE NOW?

Before we can talk about where we are going, we need to understand what is currently happening in Garfield Township.



TRENDS



- As of January 1, 2022, the population of Garfield Township is estimated at 20,274 – the most populated community in Northern Michigan.
- Over the last three years, the Township has approved over 1,100 new housing units – of which 97% are multi-family residential units.
- Over the last three years, the number of property sales in the Township have been at the highest ever. Of those sales, the majority are being made at or above listing price.
- Over the last three years, 817 building permits have been issued in the Township for a construction value of \$152,964,203.

TRENDS



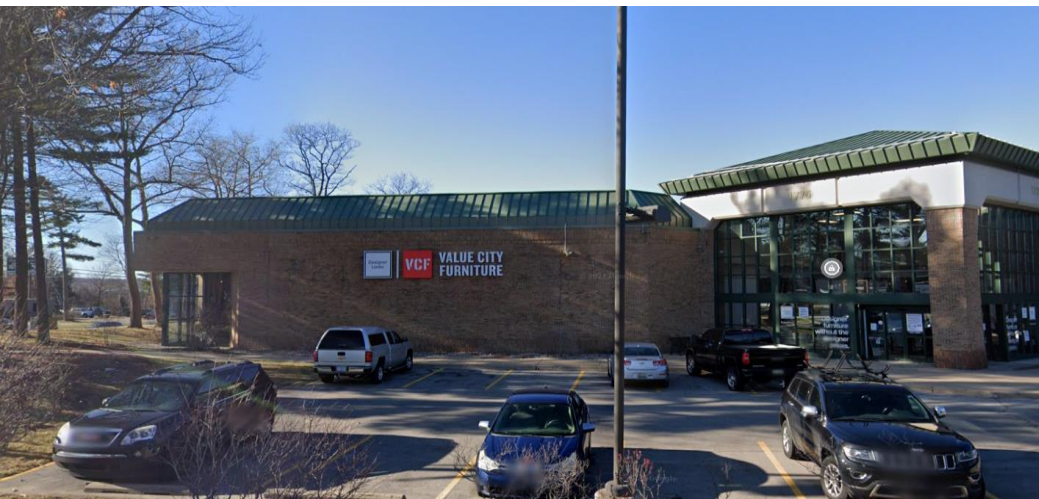
- Township planning and zoning efforts have accommodated the widest variety of housing in the region including single family housing, rental housing, senior housing, manufactured housing, low-income housing, workforce housing, transitional housing, supportive housing, and homeless shelters.
- 42% of all rental housing units in Grand Traverse County are in the Township - more than any other community.
- The Township has approved 14 PILOT housing tax credit projects comprising nearly 1,100 housing units. Over 13% of all Township housing units are in a PILOT project.
- The Township has stood strong in not permitting short term rentals in residential zoning districts which dilute housing opportunities for local owners and renters.

TRENDS

- Parks and trail development remains a priority for the Township. River East is the sixth and newest park that is being developed. Parks are complemented by over 40 miles of paved trails, nature trails and sidewalks.
- The Township Master Plan identifies a significant opportunity for a 40-acre mixed-use town center with the redevelopment of the Cherryland Center. The significant amount of new housing in the area, especially along LaFranier Road, will help support the town center.



TRENDS



Commercial and retail businesses have faced challenges over the last few years, both locally and nationally, but the retail areas of Garfield have been resilient. Many newer retail businesses have been infill developments including:

- Art Van → Value City
- MC Sports → Burlington and Five Below
- Toys R Us → Home Goods
- Borders → Books-a-Million (BAM!)
- Gander Outdoors → Sportsman's Warehouse
- Lucky's → Oryana West

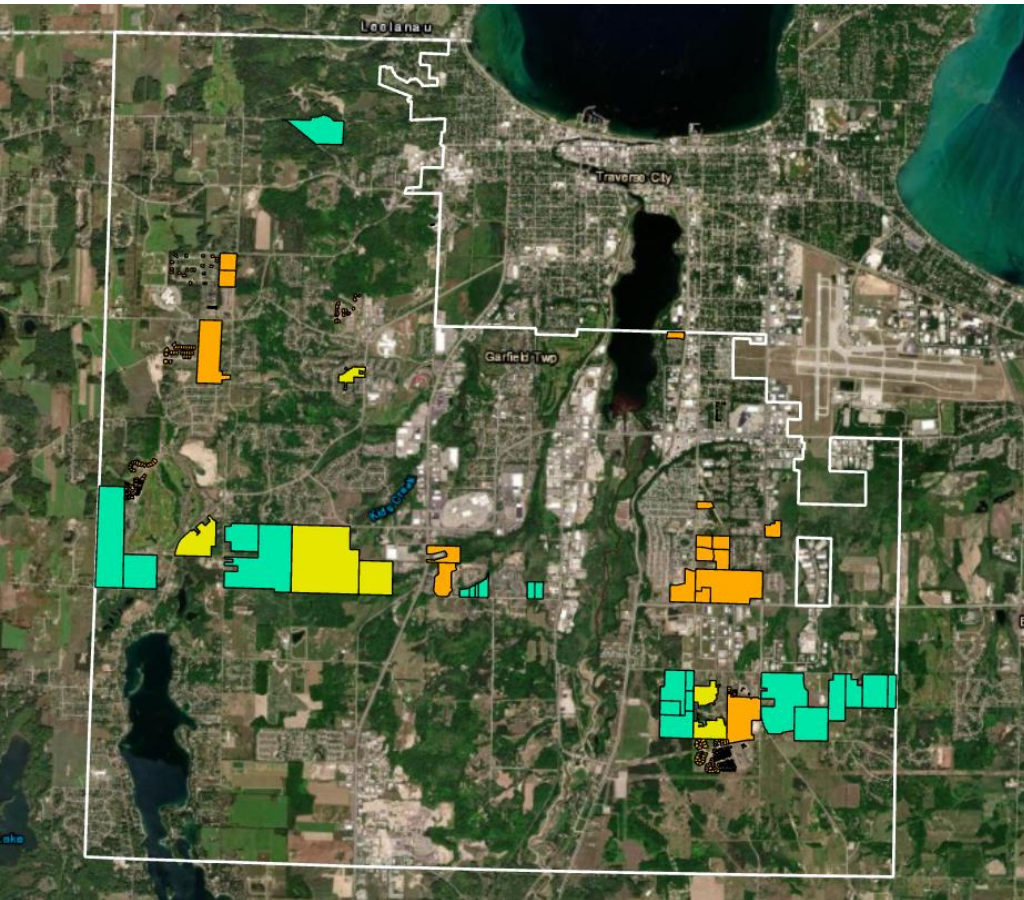
Most of the new retail businesses have been on the west side of the Township especially along US 31. Challenges remain in places like Cherryland Center, with vacancies in all three former anchor tenant spaces.

ANTICIPATED RESIDENTIAL DEVELOPMENT

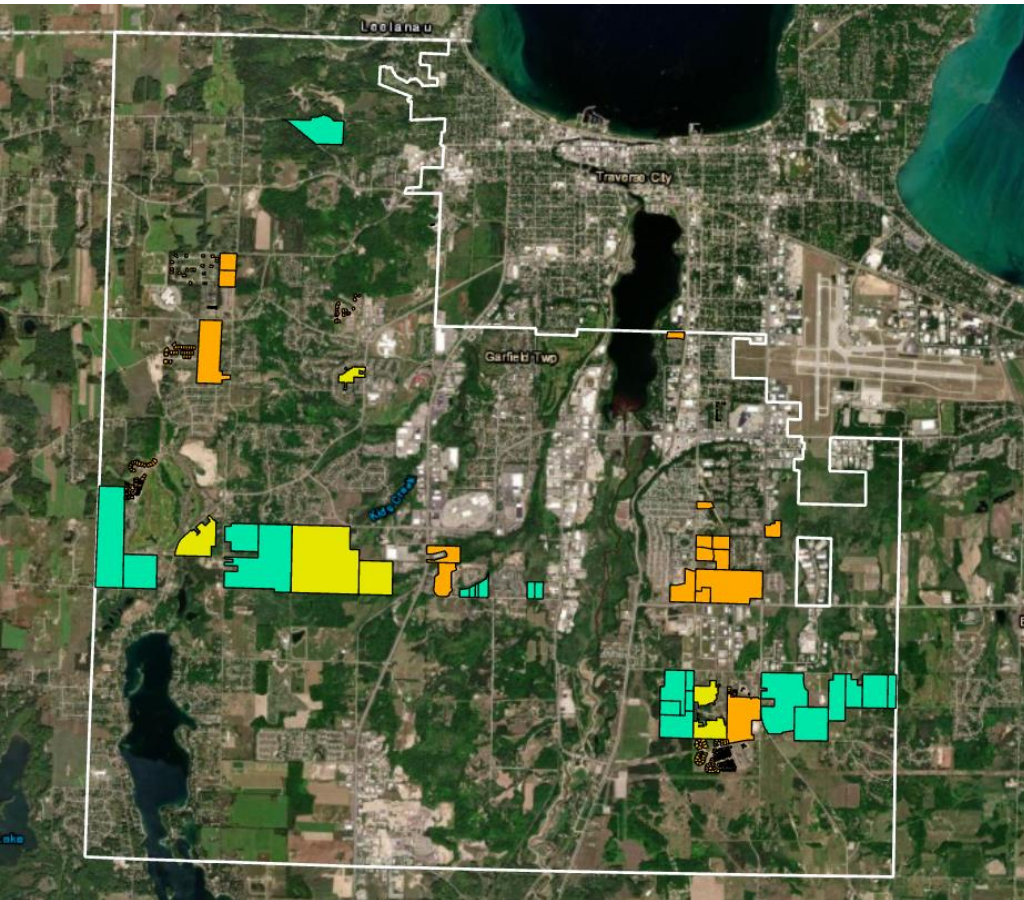
What residential developments are currently anticipated by the Township through recently-approved projects, zoning standards, and master plan policies?

The following assumptions were made:

- Current population: ~20,000
- Average household size: ~2.26 (2019 ACS)
- Percent occupied units: ~93.5% (2019 ACS)
- Assume ~80% of land available for development (~20% needed for roads, natural features)
- Assume ~0.35-0.5 acres approximate lot size based on current Future Land Use designation
- Assume ~10 units per acre for multiple family



ANTICIPATED RESIDENTIAL DEVELOPMENT



Orange: Housing units approved but not yet built (e.g., Village at LaFranier Woods, Oakleaf Village, etc.)

- Potential additional population: 4,000+

Yellow: No current development, but areas zoned for residential development

- Potential additional population: 1,000+

Green: No current development, but areas planned for residential development

- Potential additional population: 3,000+

Without changing any current policies, the potential future population for the Township population is 28,000+

WHERE DO WE WANT TO GO?

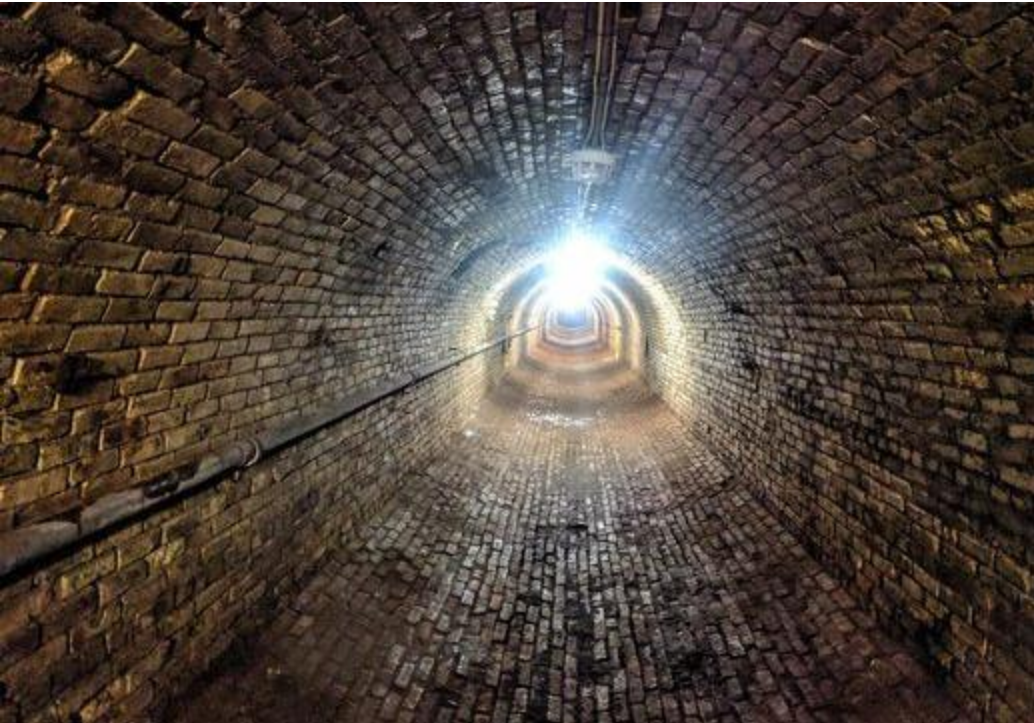


The Township Strategic Plan provides the direction for where we want to go, including the following goals:

- Identity
- Economic Development
- Public Safety
- Parks and Trails
- Water Quality
- Housing
- Transportation and Infrastructure
- Partnerships
- Fiscal Responsibility

The Planning Commission and staff identified several topics that may help advance the Strategic Plan.

NEW INFRASTRUCTURE



Planning for infrastructure and its impact on future land use

- Water Quality, Transportation & Infrastructure, Partnerships, and Fiscal Responsibility are Strategic Plan goals that support this priority.
- Township Engineer identified projects including the Black Bear water main and McRae Hill to Rennie School water main. These projects have significant impact on future land use decisions.
- A Capital Improvement Plan (CIP) is a blueprint for capital expenditures and advances policies and plans. A CIP would be helpful to outlay priorities including American Rescue Plan Act (ARPA) priorities and Infrastructure Investment and Jobs Act (IIJA) grant opportunities.

STARTER HOMES



Planning for single-family starter homes

- Housing is a Strategic Plan goal that supports this priority.
- Providing a variety of housing - single-family homes, manufactured homes, townhome condominiums – is important, but it appears that opportunities to build single-family starter homes has dwindled.
- Are there ways the Township can support the construction of new homes for first-time buyers?
- A focus group conversation with housing developers may provide the Township with increased perspective to consider any regulatory changes.

BLIGHTED PROPERTIES



Working to restore blighted properties to productive properties and determining the role of the Township

- Economic Development and Fiscal Responsibility are Strategic Plan goals that support this priority.
- With a focus on places like redevelopment of Cherryland, the Township support of involvement by the Grand Traverse County Land Bank Authority may allow for development of an “enhanced” brownfield redevelopment plan.
- Ensures a redevelopment as envisioned in the mixed-use focus of Barlow Garfield Neighborhood Plan.

BLIGHTED PROPERTIES



Site eligibility for a brownfield plan:

- Presence or threat of contamination on the property
- Functional Obsolescence
- Blighted conditions
- Historic Resource

Eligible activities for a brownfield plan in the Township include:

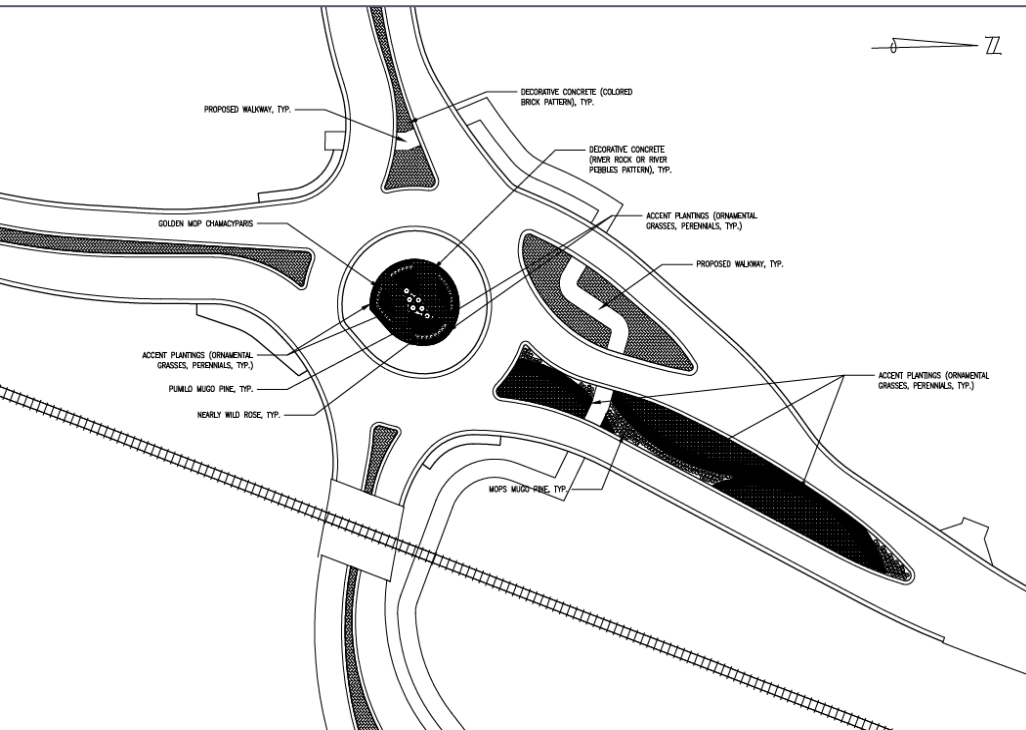
- Environmental Activities
- Demolition
- Site Preparation

Public Infrastructure improvements are not currently eligible within the Township. However, partnership with the Land Bank Authority can change that.

TRANSPORTATION

Planning for transportation and its impact on future land use

- Transportation & Infrastructure and Partnerships are Strategic Plan goals that support this priority.
- Potential corridor priorities:
 - Hartman-Hammond Connection
 - Extension of Zimmerman Road (north of North Long Lake Road)
 - Improvement of South Airport Road (between Garfield Road and Park Drive)



HARTMAN-HAMMOND



In response to the focused Planning and Environmental Linkages (PEL) study conducted by the Grand Traverse County Road Commission (GTCRC), staff recommends consideration the following draft statement:

As a growing community of over 20,000 residents and with currently only two Boardman River crossings, Garfield Township supports a Hartman-Hammond Connection to improve east-west mobility and expand overall community connectedness with these essential points:

- The Township is studying and planning a future land use pattern that is complimentary to this important connection. The Hartman-Hammond Connection is envisioned as a corridor providing primarily industrial and high-density residential uses along with protected wetland areas.

HARTMAN-HAMMOND



- The Hartman-Hammond Connection provides redundancy for the South Airport Road corridor, particularly should it ever have to be shut down.
- Creation of the Hartman-Hammond Connection offers the possibility of a new US 31 route that alleviates traffic pressures on Grandview Parkway and Front Street in the City of Traverse City.
- For any Hartman-Hammond Connection to US 31, the roadway should be considered limited access and designed to preserve the McRae Hill viewshed.

DESIRED DEVELOPMENT



How will development benefit the Township in the long term?

- Identity, Economic Development, Public Safety, Parks and Trails, Water Quality, Housing, Transportation and Infrastructure, Partnerships, and Fiscal Responsibility – All of the Strategic Plan goals that support this priority.

Types of Development

- Single family homes to mid-rise buildings
- Retail shopping areas
- Industrial parks
- Parks and trails
- Roadways

DESIRED DEVELOPMENT



Planned Unit Development (PUD)? Or Mixed-Use District?

Mixed-Use Districts build upon defined nodes or places and corridors

Sample of Places

- West Front/North Long Lake/Oleson's
- US-31/Rennie School/Oleson Property Area
- McRae Hill Viewshed

Sample of Corridors

- Barlow Street
- Veterans Drive
- Hartman Hammond

DESIRED DEVELOPMENT



What type of development adapts to economic changes?

2020 NATIONAL ASSOCIATION OF REALTORS® (NAR)
Community and Transportation Surveys:

- A strong demand for walkability persists for Americans of all ages, with Americans older than 55 and those with higher incomes showing an increased interest in walkability.
- People with places to walk remain more satisfied with their quality of life, although the overall number who say they live in very walkable communities fell almost 10 percent.

DISCUSSION



Infrastructure

- *What infrastructure do we need to grow?*

Single-Family Starter Homes

- *Do we want to support construction of single-family starter homes?*

Blighted Properties

- *Do we want to foster redevelopment of blighted properties?*

Transportation

- *What are our priorities for roadways in the Township?*

Desired Development

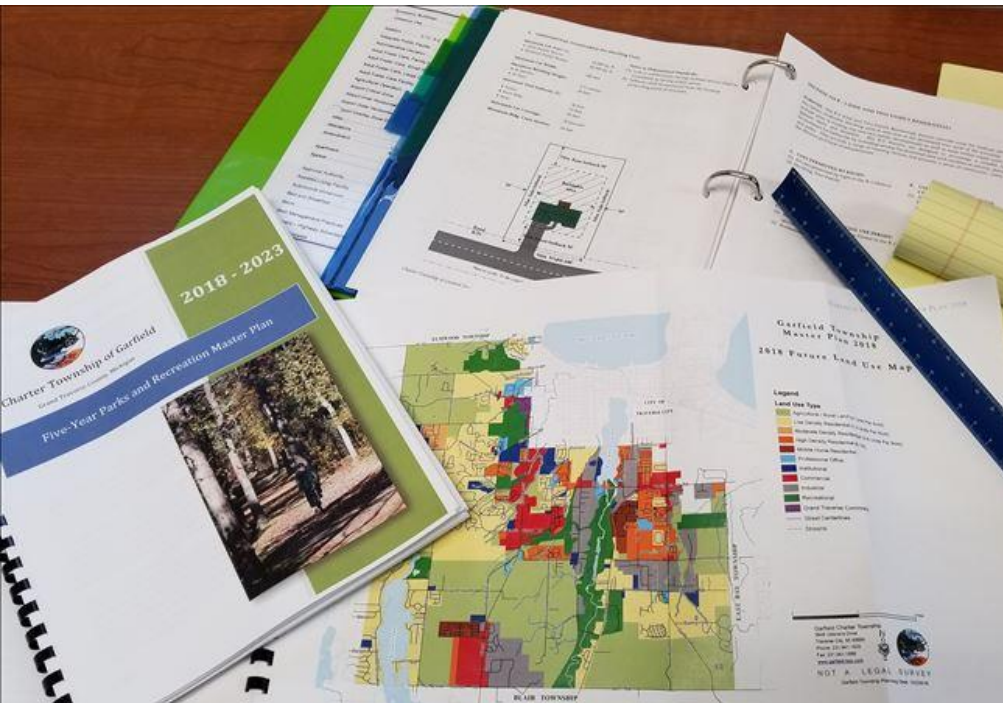
- *What kind of development will benefit the Township in the long term?*

HOW DO WE GET THERE?

Master Plan Update Process

2022 – Pre-Planning Activities

- Joint Meeting of Township Board / Planning Commission
- Sidewalk / Trail Analysis (MSU Urban Planning Students)
- Data Gathering
- Defining Focus Areas and Corridors
- Initial Community Engagement



COMMUNITY ENGAGEMENT



2022 – Initial Community Engagement

Township-wide Resident Mail Survey

- Update from previous survey (2015)
- Review questions, add/change questions as needed

Focus Groups / Interviews

- Seeking to gain perspective of different stakeholders
- May include business leaders, developers, homebuilders, community partners, other government agencies, etc.
- May include property owners along corridors identified for subarea planning

MASTER PLAN UPDATE



Charter Township of Garfield

Grand Traverse County, Michigan

Master Plan



2023 – Master Plan Update – Outline

- Purpose and Process
- Vision and Core Concepts
- Existing Conditions
- Topic Areas
 - Infrastructure
 - Land Use (Existing / Future)
 - Environment / Natural Resource
 - Housing
 - Subarea or Corridor Plans
 - Master Street Plan
 - Non-Motorized Plan
- Goals and Objectives
- Implementation