

# CHARTER TOWNSHIP OF GARFIELD PLANNING COMMISSION MEETING

Wednesday, November 8, 2023 at 7:00 pm  
Garfield Township Hall  
3848 Veterans Drive  
Traverse City, MI 49684  
Ph: (231) 941-1620

## A G E N D A

### **ORDER OF BUSINESS**

**Call meeting to order**

**Pledge of Allegiance**

**Roll call of Board Members**

#### **1. Public Comment**

##### **Public Comment Guidelines:**

Any person shall be permitted to address a meeting of The Planning Commission, which is required to be open to the public under the provision of the Michigan Open Meetings Act, as amended. (MCLA 15.261, et.seq.) Public Comment shall be carried out in accordance with the following Commission Rules and Procedures: a.) any person wishing to address the Commission is requested to state his or her name and address. b.) No person shall be allowed to speak more than once on the same matter, excluding time needed to answer Commissioner's questions. Where constrained by available time the Chairperson may limit the amount of time each person will be allowed to speak to (3) minutes. 1.) The Chairperson may at his or her own discretion, extend the amount of time any person is allowed to speak. 2.) Whenever a Group wishes to address a Committee, the Chairperson may require that the Group designate a spokesperson; the Chairperson shall control the amount of time the spokesperson shall be allowed to speak when constrained by available time. Note: If you are here for a Public Hearing, please hold your comments until that Public Hearing time.

#### **2. Review and Approval of the Agenda – Conflict of Interest**

#### **3. Minutes – October 11, 2023**

#### **4. Correspondence**

#### **5. Reports**

- a. Township Board
- b. Planning Commissioners
  - i. Zoning Board of Appeals
  - ii. Parks and Recreation Commission
  - iii. Joint Planning Commission
- c. Staff Report
  - i. PD 2023-129 – Planning Department Monthly Report for November 2023
  - ii. Master Plan Announcement

**6. Unfinished Business**

**7. New Business**

- a. PD 2023-124 – Lederer R-1 Rezoning – Introduction
- b. PD 2023-125 – Culver Meadows Senior Living – Conceptual Review
- c. PD 2023-126 – Zoning Ordinance Section 725 Potential Update – Discussion

**8. Public Comment**

**9. Other Business**

- a. PD 2023-127 – Master Plan Update – Introduction of Complete Draft
- b. PD 2023-128 – Long Lake Township Master Plan Review
- c. Recommendation to the Township Board of Planning Commission Representative to the Zoning Board of Appeals

**10. Items for Next Agenda – December 13, 2023**

- a. Set 2024 Planning Commission Meeting Schedule

**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  
October 11, 2023**

**Call Meeting to Order:** Chair Racine called the October 11, 2023 Planning Commission meeting to order at 7:00pm at the Garfield Township Hall.

**Pledge of Allegiance**

The Pledge of Allegiance was recited by all in attendance.

**Roll Call of Commission Members:**

Present: Chris DeGood, Joe McManus, Molly Agostinelli, Joe Robertson, John Racine and Robert Fudge

Absent and Excused: Pat Cline

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

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

*Nays: None*

**3. Minutes (7:02)**

**a. September 27, 2023 Regular Meeting**

*McManus moved and Robertson seconded to approve the September 27, 2023 Regular Meeting minutes as presented.*

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

*Nays: None*

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

None

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

**Township Board Report**

Agostinelli stated that Supervisor Korn discussed the proposed Lowes connection with the manager of the Grand Traverse Mall and a letter was sent to BATA and the Traverse City Housing Commission regarding the PUD terms which stated that the housing portion needed to be started before BATA could obtain an occupancy permit. She added that the board approved the Zoning Ordinance amendments for R-2 and R-3 districts.

**Planning Commissioners**

- i. Zoning Board of Appeals**  
Fudge had no report.
  
- ii. Parks and Recreation Commission**  
DeGood said that a 2024 parks budget was recommended to the Township Board.
  
- iii. Joint Planning Commission**  
McManus had no report.

**Staff Report**

- i. PD 2023-106 – Planning Department Monthly Report – October 2023**  
Sych stated that this report was submitted in writing and is included in commissioner packets. The state planning conference was held in Traverse City last week and staff conducted a tour of the Cherryland Center to highlight revitalization. Sych received good feedback and Fudge stated that staff did a great job on the tour. The gate on the Meijer property off Franke Road was discussed.
  
- ii. Master Plan Announcement**  
Sych stated that the Master Plan is still being worked on and updates continue to be posted on the website.

**6. Unfinished Business**

- a. PD 2023-117 – Durga R-3 Rezoning – Findings of Fact (7:08)**  
The applicant has requested rezoning of their parcel (ID #05-022-023-00) at 2624 Hartman Road from the R-R Rural Residential district to the R-3 Multi-Family Residential district via the Zoning Map Amendment process, without restriction. This parcel is located on the north side of Hartman Road near the intersection with Cass Road and is about 5 acres in total. The site contains a single-family home in the southeast corner of the parcel and has a single curb cut on Hartman Road. Commissioners reviewed the Findings of Fact for the rezoning request.

*Agostinelli moved and McManus seconded THAT the Findings of Fact for application Z-2023-02, submitted by Gerda Durga, to rezone Parcel #05-022-023-00 from the R-R Rural Residential zoning district to the R-3 Multi Family Residential zoning district, as presented in Planning Department Report 2023-117 and being made a part of this motion, BE ADOPTED.*

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

*Nays: None*

*Agostinelli moved and McManus seconded TO RECOMMEND TO the Township Board THAT application Z-2023-02, submitted by Gerda Durga, to rezone Parcel #05-022-023-00 from the R-R Rural Residential zoning district to the R-3 Multi-Family Residential zoning district, BE APPROVED*

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

*Nays: None*

**b. PD 2023-109 – Portable Storage Solutions Special Use Permit – Findings of Fact (7:11)**

This application requests approval of a Special Use Permit for Retail, Industrial Primary at the subject site. Retail, Industrial Primary is a use permitted via Special Use Permit in the I-G General Mixed-Use Industrial Business zoning district. The main use will be storage for shipping containers and there will be some outdoor storage. The location of the parcel is 2550 Cass Road, north of Miller Creek Drive and is about 4.11 acres in size. The existing zoning is I-G – General Mixed-Use Industrial Business. Sych stated that a condition was added to the findings of fact regarding the screening for the building and the stacking of containers on the rear of the building. Marc McKeller, attorney for the applicant, asked if stacking could occur on the sides of the building as well if screening was adequate.

*DeGood moved and Robertson seconded THAT the Findings of Fact for applications SUP-2023-06, as presented in Planning Department Report 2023-118 and being made a part of this motion, BE ADOPTED.*

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

*Nays: None*

*DeGood moved and Robertson seconded THAT applications SUP-2023-06 BE APPROVED, subject to the following conditions (1-5 as indicated in Planning Department Report 2023-118):*

- 1. Stacking and storage of shipping containers shall be limited to two containers high within the fenced area.*
- 2. All final reviews from the Township Engineer, if applicable and any agencies with jurisdiction shall be provided prior to any Land Use Permits being issued.*
- 3. All proposed landscaping and site amenities shall be installed prior to the issuance of a Certificate of Occupancy.*
- 4. The applicant shall provide two (2) full-size plan sets, one (1) 11x17" plan set, and one electronic copy of the full application (in PDF format) with all updates as required by the conditions of this approval and indicating compliance with all provisions of the Zoning Ordinance.*

*5. The applicant shall record promptly the amended Report and Decision Order (RDO) and any amendment to such order with the Grand Traverse County Register of Deeds in the chain of title for each parcel or portion thereof to which the RDO pertains. A copy of each recorded document shall be filed with the Director of Planning within thirty (30) days of final approval by the Township or approval shall be considered to have expired.*

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

## **7. New Business**

### **a. PD 2023-119 – Marengo 31 Special Use Permit – Extension Request (7:20)**

The Marengo 31 SUP was approved with conditions by the Planning Commission on November 10, 2021 with the Report and Decision Order (RDO) having been recorded on December 6, 2021. The project is for a commercial district housing development behind the Baymont Inn at 2326 N US 31 South (the subject site has no address), with two 30-unit apartment buildings for 60 total dwelling units. The applicant was to make meaningful progress towards completion within two years, but due to supply chain issues and labor issues, developers are requesting a one-year extension.

*Robertson moved and Agostinelli seconded THAT application SUP-2021-03, submitted by M Brothers Northern LLC, to construct two 30-unit apartment buildings on parcel 05-021-065-00, BE GRANTED a one-year extension until December 6, 2024 to begin construction.*

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

### **b. PD 2023-120 – 3066 N. Garfield Commercial District Housing SUP – Introduction (7:24)**

This application requests approval of a Special Use Permit for a commercial district housing development at 3066 North Garfield Road. The development application proposes an 18-unit apartment building. Commercial district housing developments are permitted via Special Use Permit in the C-G General Commercial district. Proposing an 18 unit building of three stories. Sych said that standards for commercial district housing can be found in Section 725 of the Zoning Ordinance. Sych reviewed Section 725 in terms of design, parking, density, landscaping pedestrian walkways, lighting, and open space. Joe Locricchio, the applicant stated that these will be two-bedroom two bath apartments and will provide an urban style living environment. Commissioners discussed options for the development which may require a zoning ordinance amendment to Section 725 to deal with the parking issue and the

setbacks. Sych stated that the development cannot proceed given the current ordinance standards. Sych suggests pausing this application for the time being to focus on a proposed amendment of the entirety of Section 725.

*McManus moved and Fudge seconded to table the application in order for staff to gather information to make change to Section 725 of the Zoning Ordinance.*

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

**8. Public Comment (8:09)**

None

**9. Other Business (8:09)**

Commissioners discussed whether to have a meeting on October 25<sup>th</sup> given quorum issues. Business slated for the October 25<sup>th</sup> meeting will be moved to November 8<sup>th</sup>.

*Robertson moved and DeGood seconded to cancel the Planning Commission meeting scheduled for October 25, 2023.*

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

**10. Items for Next Agenda – November 8, 2023 (7:36)**


- a. Master Plan Update – Future Land Use, Master Street Plan, Implementation Strategies
- b. Long Lake Township Master Plan Review

**11. Adjournment**

*Fudge moved to adjourn the meeting at 8:15pm.*

---

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

		<b>Charter Township of Garfield</b>	
		<b>Planning Department Report No. 2023-129</b>	
Prepared:	November 1, 2023	Pages:	2
Meeting:	November 14, 2023 Township Board	Attachments:	<input type="checkbox"/>
Subject:	Planning Department Monthly Report – November 2023		

**PURPOSE:**

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

**DEVELOPMENTS:**

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

***Portable Storage Solutions – Special Use Permit Review***

- *Location:* 2550 Cass Road, north of Hartman Road
- *Development Description:* Proposed shipping container sales operation
- *Status:* Planning Commission approved the special use permit with conditions at their 10/11/2023 meeting.

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

- *Location:* 2624 Hartman Road, west of Cass Road
- *Development Description:* Rezoning from R-R Rural Residential to R-3 Multi-Family Residential
- *Status:* The Planning Commission recommended approval of the proposed rezoning to the Township Board at their 10/11/2023 meeting. The Township Board set a public hearing for their 11/14/2023 meeting.

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

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

***Marengo 31 – Special Use Permit Extension Request***

- *Location:* East side of US 31 behind Baymont Inn, south of South Airport Road
- *Development Description:* Commercial district housing development with 60 apartment units behind existing hotel. The Planning Commission approved the special use permit with conditions on 11/10/2021 and the Report and Decision Order (RDO) was recorded on 12/6/2021. Construction has not started, and the Special Use Permit would expire on 12/6/2023 if the project has not started. Applicant requests a one-year extension of the Special Use Permit approval to 12/6/2024.
- *Status:* Planning Commission granted an extension request at their 10/11/2023 meeting.

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

- *Location:* 4220 Eastward Drive, adjacent to South Airport Road south of Silver Lake Road
- *Development Description:* Rezoning from A-Agricultural to R-1 One-Family Residential
- *Status:* Introduction at 11/8/2023 Planning Commission meeting



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

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

**PLANNING:**


Other Planning Department activities include the following:

- The Planning Commission had their first review of a complete Master Plan draft at their 11/8/2023 meeting and will continue to review at their 12/13/2023 meeting. The most recent Master Plan sections to be drafted include Implementation, Zoning Plan, and Reporting and Metrics. The Planning Commission and Township Board are anticipated to hold a joint meeting in early 2024 to review a final draft and to begin the process of adopting the Master Plan.
- Information, including draft text, about the planning process underway for the Master Plan may be found here: <https://www.garfield-twp.com/masterplan.asp>. The Planning Department is including information about the Master Plan in the winter Newsletter which will direct people to this link and encourage comments and feedback on the draft Master Plan.
- At their August 16, 2023 meeting, the Grand Traverse Commons Joint Planning Commission recommended an amendment to the Grand Traverse Commons Development Regulations regarding building height to support reconstruction of the historic front center portion of Building 50. The amendment requires approval by both the Township Board and the City Commission. The Township Board introduced this amendment at the September 12, 2023 meeting and held a public hearing and approved the amendment at their October 10, 2023 meeting. The City Commission held a public hearing and approved the amendment at their October 2, 2023 meeting.
- At their September 13, 2023 meeting, the Planning Commission held a public hearing for a proposed text amendment to the Garfield Township Zoning Ordinance. The proposed amendment is intended to adjust the dimensional requirements in the R-2 and R-3 zoning districts. Currently, the lot area requirements in these districts allow for denser development but the dimensional requirements in the two districts often limit the ability for such development to be built. The Township Board will introduce this proposed text amendment at the October 10, 2023 meeting and will hold a public hearing at the November 14, 2023 meeting.
- Staff attended the first Technical Committee meeting of the newly formed TTCI Metropolitan Planning Organization (MPO) on October 19, 2023. The MPO is a federally mandated and federally funded transportation policy-making organization for transportation planning in the Traverse City – Garfield Urban Area. The Planning Director is a voting member, and the Deputy Planning Director is an alternate. The Technical Committee provides recommendations to the MPO Board on transportation plans and projects.

**STAFF:**

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

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

 <b>Charter Township of Garfield</b> <b>Planning Department Report No. 2023-124</b>			
Prepared:	November 1, 2023	Pages:	5
Meeting:	November 8, 2023 Planning Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	Lederer R-1 Rezoning – Introduction		
File No.:	Z-2023-03		
Parcel Number:	#05-020-004-10		
Applicant / Owner:	Dan Lederer		

**PURPOSE OF APPLICATION:**

The applicant has requested rezoning of their parcel (ID #05-020-004-10) at 4220 Eastward Drive from the A-Agricultural district to the R-1 One-Family Residential district via the Zoning Map Amendment process, without restriction.

**SUBJECT PROPERTY:**

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

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



*Zoomed-out aerial view of the subject property (highlighted in blue)*



*Zoomed-in aerial view of the subject property (highlighted in blue)*



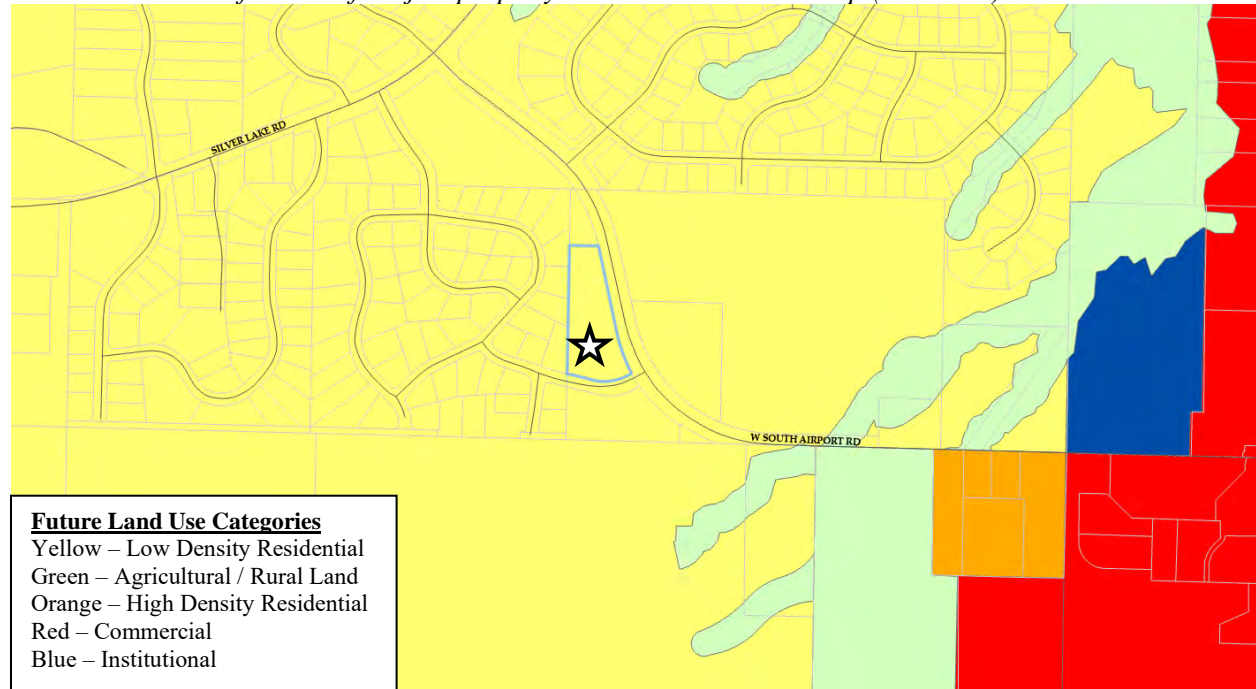
**MASTER PLAN CONSIDERATIONS:**

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



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

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



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

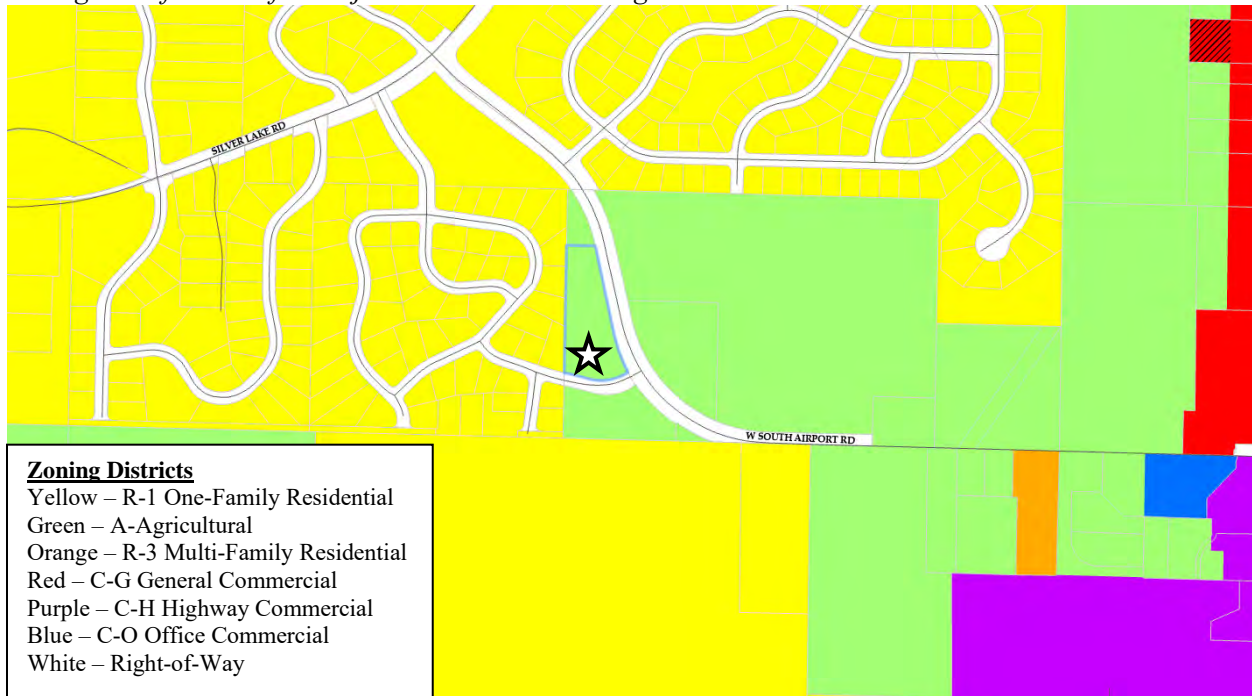
*Excerpt from Zoning Plan matching proposed R-1 zoning for the subject property:*

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

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

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

*Zoning classifications for subject site and surrounding sites:*



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

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

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

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

**STAFF COMMENT:**

Upon preliminary review of the Master Plan and Future Land Use designation for the subject site, Staff is of the opinion that this proposed Map Amendment is justifiable. This parcel and most of the properties in the surrounding area are designated as Low Density Residential, which matches with the proposed zoning of R-1 One-Family Residential. The subject parcel is adjacent to an existing subdivision, Horizons West No. 2, and is close to another subdivision, Stoneridge. There are other single-family homes on standalone lots in this area.

**PRELIMINARY APPROVAL CRITERIA DISCUSSION:**

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

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

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

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

1. Master Plan Consistency
2. Adverse Impacts on Neighboring Lands
3. Suitability as Presently Zoned
4. Changed Conditions
5. Health, Safety, and Welfare
6. Public Policy
7. Size of Tract
8. Other Factors

**ACTION REQUESTED:**

The item is placed on tonight's agenda to introduce the rezoning application and consider scheduling it for public hearing at the Planning Commission regular meeting on December 13, 2023. If, after the applicant's presentation and following discussion, the Planning Commission is prepared to schedule the application for public hearing, then the following motion is suggested:

MOTION THAT application Z-2023-03 submitted by Dan Lederer to rezone Parcel #05-020-004-10, located at 4220 Eastward Drive, from the A-Agricultural zoning district to the R-1 One-Family Residential zoning district, BE SCHEDULED for public hearing for the December 13, 2023 Planning Commission regular meeting.

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

**Attachments:**

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



# Charter Township of Garfield

## Grand Traverse County

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

### ZONING ORDINANCE AMENDMENT (ZOA) APPLICATION

#### ASSISTANCE

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

#### ACTION REQUESTED

- Map Amendment (Rezoning)  
 Text Amendment  
 Conditional Rezoning

#### PROJECT / DEVELOPMENT NAME

#### APPLICANT INFORMATION

Name:

Address:

Phone Number:

Email:

SAUB	

#### AGENT INFORMATION

Name:

Address:

Phone Number:

Email:


#### OWNER INFORMATION

Name:

Address:

Phone Number:

Email:

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

**CONTACT PERSON**

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

Applicant:

Agent:

Owner:

DAN L,

**PROPERTY INFORMATION**

Property Address:

Property Identification Number:

Legal Description:

Zoning District:

Master Plan Future Land Use Designation:

Area of Property (acres or square feet):

Existing Use(s):

Proposed Use(s):

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

**REQUIRED SUBMITTAL ITEMS**

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

Application Form:

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

Application Fee:

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

- Fee

Escrow Fee:

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

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

Site Diagram

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

Supporting Information

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



For Text Amendment only, the following must be included:

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

For Conditional Rezoning only, the following must be included:

Site Development Plan

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

Supporting Information

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

Digital items to be delivered via email or USB flash drive

### IMPACT STATEMENT FOR ZONING ORDINANCE MAP AMENDMENT

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

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

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

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

#### IMPACT STATEMENT FOR ZONING ORDINANCE TEXT AMENDMENT

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

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

#### IMPACT STATEMENT FOR CONDITIONAL REZONING

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

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

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

#### OFFER OF CONDITIONS FOR CONDITIONAL REZONING

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

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

#### SUBMITTAL DEADLINE

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

#### WAIVERS

Submittal Waiver:

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

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

Data Waiver:

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

**SITE PLAN**

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

**ADDITIONAL INFORMATION**

If applicable, provide the following further information:

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

If so, attach approval letter.

If no, are alternate measures shown?

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

**E. Roads and Circulation**

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

**OTHER INFORMATION**

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

**REVIEW PROCESS**

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

**PERMISSION TO ENTER SUBJECT PROPERTY**

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

Owner Signature:

Applicant Signature:

Agent Signature:

Date:

OWNER'S AUTHORIZATION

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

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

Owner Signature:   
Date:

AFFIDAVIT

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

Owner Signature:   
Date:   
Applicant Signature:   
Date:

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

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

THIS PROPERTY IS ZONED  
AGRICULTURAL

(THIS IS PROBABLY NOT QUITE CORRECT)

[I AM TRYING TO RIGHT THIS WRONG]

I AM APPLYING FOR A ZONE  
CHANGE FROM AGRICULTURAL  
TO R1

THANK YOU,

DAN L,



# Certificate of Survey

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

1  
0  
0  
ft

2

0

0

0

0

0

0

0

0

0

0

0

0

0

0

0

0

0

0

0

0

0

0

0

0

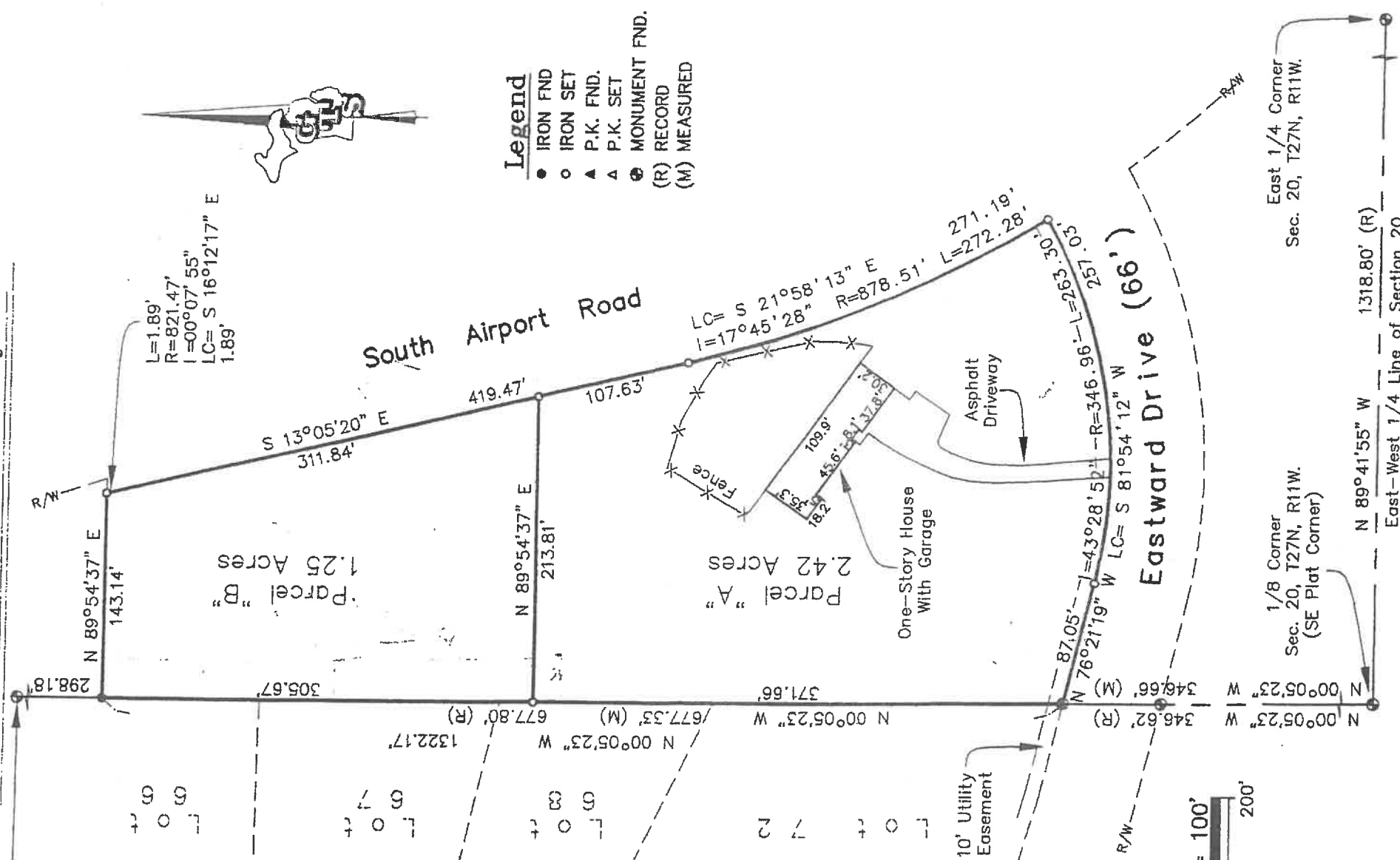
0

0

0

0

"HORIZONS WEST  
(Liber 10, Page 108)



- Legend**
- IRON FND
  - IRON SET
  - ▲ P.K. FND.
  - △ P.K. SET
  - ⊙ MONUMENT FND.
  - (R) RECORD
  - (M) MEASURED

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

*Nell B. Livasy*  
Professional Surveyor Number: 31611

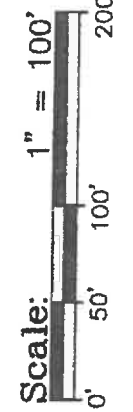
Ratio of Closure: 1/10,000  
Basis of Bearing: Assumed


**GRAND TRAVERSE SURVEYING**  
584 EAST EIGHTH STREET  
TRAVERSE CITY, MI 49686  
(231) 947-2555 Fax: 947-4771 (231) 325-2655 Fax: 325-2276  
www.GrandTraverseSurveying.com

For:

KELVIN SHAW	
Part of the NE 1/4 of Section 20, T27N, R11W, Garfield Township, Grand Traverse County, Michigan.	
Date: May 8, 2006	File No.: 06-5088
Drafted By: BLiI	Sheet: 1 of 3

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



 <b>Charter Township of Garfield</b> <b>Planning Department Report No. 2023-125</b>			
Prepared:	November 1, 2023	Pages:	4
Meeting:	November 8, 2023 Planning Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	Culver Meadows Senior Living Conditional Rezoning - Conceptual Review		
Applicant:	Brad Jewett		

**STAFF COMMENT:**

This application is for conceptual review of a proposed adult foster care facility for not more than twenty (20) adults and a childcare center for not more than twelve (12) children adjacent to the existing Culver Meadows Senior Living facility. The site is parcel number 05-030-008-50, a 2.21-acre parcel located adjacent to and with access from 1661 N. West Silver Lake Road.

The subject parcel is zoned R-1 One-Family Residential. Pursuant to the Township Master Plan, the future land use designation for the subject parcel is Low Density Residential.

*Zoomed-out aerial photo of subject property (highlighted in blue with red circle):*

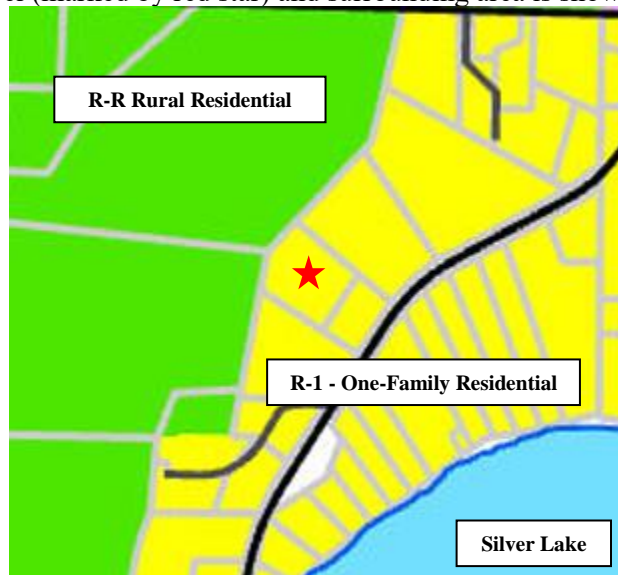


*Zoomed-in aerial photo of subject property (highlighted in blue with red circle):*



**ZONING:**

Zoning of the subject parcel (marked by red star) and surrounding area is shown below:





*Proposed Conceptual Uses*

Small Group Homes (not more than 12 adults) for Adult Foster Care are permitted in the R-1 One-Family Residential District by Special Use Permit. Large Group Homes (not more than 20 adults) for Adult Foster Care are not permitted in the R-1 District but are permitted in the R-3 Multiple Family Residential District by Special Use Permit.

Child Care, Small Group Home (7 to 12 children) is a use currently permitted by Special Conditions (Section 719) in the R-1 District.

**MASTER PLAN:**

Future land use designation of the subject parcel (marked by red star) and surrounding area is shown below:



The Low Density Residential future land use designation indicates where residential uses of an intensity of one to three dwelling units per acre.

The adjacent existing Culver Meadows Senior Living facility was approved in 2008 under the previous Zoning Ordinance. The previous Zoning Ordinance had a definition for “Institutions for Human Care” which included adult foster care homes. Since that time, a new Zoning Ordinance was established in 2015 that follows the State of Michigan definitions for adult foster care homes and restricts their application, in conformance State law, in the Residential zoning districts.

**Conditional Rezoning:**

The proposed Large Group Home (not more than 20 adults) for Adult Foster Care is not permitted in the R-1 District. However, the Planning Commission could consider a Conditional Rezoning request.

Pursuant to Section 422 – Conditional Rezoning, the conditional rezoning procedure is designed to recognize that there are certain instances where it would be in the best interests of the Township, as well as advantageous to property owners seeking a change in zoning, if certain conditions could be proposed by property owners as part of a request for a rezoning. This section provides a process consistent with the provisions of the Michigan Zoning Enabling Act by which an owner seeking a rezoning may voluntarily propose conditions regarding the use and/or development of land as part of the rezoning request.

An owner of land may voluntarily offer, in writing, conditions relating to the use and/or development of land for which a rezoning is requested. This offer may be made either at the time the application for rezoning is filed or may be made later during the rezoning process.

The procedure for approving a conditional rezoning is the same as is required for a zoning map amendment with some additional required information. Pursuant to Section 954 Conditional Rezoning Amendments, a conditional rezoning application shall include:

- A written impact statement of the application as it relates to Section 421.E - Approval Criteria of Zoning Map Amendment.
- A written offer of Conditions as described in Section 422.B(3) - Offer of Conditions.
- A site development plan including the information described in Section 956 – Site Plans.

**ACTION REQUESTED:**

The conceptual review process is intended to provide an opportunity for dialogue between the Planning Commission and the applicant. No formal action is requested.

**Attachments:**

1. Conceptual site plan provided by applicant dated October 3, 2023



# Charter Township of Garfield

## Grand Traverse County

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

### CONCEPTUAL REVIEW (CRV) APPLICATION

#### ASSISTANCE

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

#### ACTION REQUESTED

At the discretion of the applicant, the conceptual review before the Planning Commission may take place following public notice of the meeting. Opportunity for public comment shall be provided during the conceptual review process when public notice has been provided.

- Conceptual Review with no public notice
- Conceptual Review with direct mail notice only
- Conceptual Review with full public notice

#### PROJECT / DEVELOPMENT NAME

Culver Meadows Senior Living, Inc

#### APPLICANT INFORMATION

Name:	Culver Meadows Senior Living, Inc
Address:	1661 N. West Silver Lake Rd. Traverse City, MI 49685
Phone Number:	231-633-9421
Email:	brad@culvermeadows.com

#### AGENT INFORMATION

Name:	Brad & Trina Jewett
Address:	1745 N. West Silver Lake Rd. Traverse City, MI 49685
Phone Number:	231-633-9421
Email:	brad@culvermeadows.com

OWNER INFORMATION

Name:	Brad & Trina Jewett
Address:	1745 N. West Silver Lake Rd. Traverse City, MI 49685
Phone Number:	231-633-9421
Email:	brad@culvermeadows.com

CONTACT PERSON

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

Applicant:	Brad Jewett
Agent:	Brad Jewett
Owner:	Brad & Trina Jewett

LOCATION OF THE PROPOSED PROJECT

Property Address:	1661 N. West Silver Lake Rd. Traverse City, MI 49685		
Property Identification Number:	28-05-030-008-50		
Legal Description:			
Zoning District:	Currently R1		
Master Plan Future Land Use Designation:			
Area of Property (acres or square feet):	2.3		
Existing Use(s):	Vacant		
Proposed Use(s):	Senior Living / Alzheimers, Dementia, & End of Life Care		

REQUIRED SUBMITTAL ITEMS

A complete application for a Conceptual Review consists of the following:

Application Form:

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

Application Fee:

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

- Fee

Sketch Plan:

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

Written Supporting Information (if applicable):

- Ten paper copies of Written Supporting Information
- One digital copy of Written Supporting Information (PDF only)

Digital items to be delivered via email or USB flash drive

### SUBMITTAL DEADLINE

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

### SUPPORTING INFORMATION AND SKETCH PLAN

In providing written and/or sketch plan information to the Planning Commission for the purposes of a conceptual review, submittal of the following information, when known, is encouraged:

1. The boundaries of the development site.
2. The total number of acres in the project.
3. The number of acres to be developed by each type of use.
4. The number of residential units.
5. The number and/or square feet and type of nonresidential uses.
6. A description of the proposal in terms of its relationship and intended connections to surrounding land uses, development projects, public lands, and existing and future street networks.
7. The general topography of the site and its relationship to adjoining land.
8. A general description of the natural resources and natural features of the site and, where known, an indication of which will be preserved and which will be removed.
9. The number of acres to be preserved as open or recreational space, and its general location.
10. Variations from ordinance regulations that are being sought and the reasons to support the requested changes.
11. The public facilities intended to serve the planned unit development, such as sewage disposal, water supply, storm water systems, etc.

### OTHER INFORMATION

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

### REVIEW PROCESS

1. The intent of the conceptual review process is to provide an opportunity for an informal dialogue between an applicant and the Planning Commission to discuss a potential development project. Upon submittal of this application, Staff will forward the application to the Planning Commission for review.
2. The Planning Commission shall conduct a conceptual plan review to identify potential issues and concerns that should be addressed prior to formal review of any application requiring Planning Commission review and approval.
3. Conceptual plan review shall not constitute an approval of the application, nor shall statements by the Planning Commission, Township Staff and/or Township consultants be construed as a position regarding the merits of the application.



PERMISSION TO ENTER SUBJECT PROPERTY

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

Owner Signature: Brad L Jewett  
Applicant Signature: Brad L Jewett  
Agent Signature: Brad L Jewett  
Date: 10/10/23

OWNER'S AUTHORIZATION

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

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

Owner Signature: Brad L Jewett  
Date: 10/10/23

AFFIDAVIT

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

Owner Signature: Brad L Jewett  
Date: 10/10/23  
Applicant Signature: Brad L Jewett  
Date: 10/10/23

## Garfield Township Conceptual Review Questions & Answers

- 1. The boundaries of the development site:** See attached information on the drawings.
- 2. The total number of acres in the project:** 2.3
- 3. The number of acres to be developed by each type of use:** See attached information on the drawings.
- 4. The number of residential units:** 20 for the Adult Foster Care, 12 for the Childcare Center.
- 5. The number and/or square feet and type of nonresidential uses:** See attached information on the drawings.
- 6. A description of the proposal in terms of its relationship and intended connections to surrounding land uses, development projects, public lands, and existing and future street networks:** The proposed Adult Foster care would be directly related to and would have the same intended connections to the current Adult Foster Care (Culver Meadows Senior Living, Inc) next door to the south. The proposed project would not have another driveway on N. West Silver Lake Rd. as the proposed shows using the existing driveway. The Crown Golf Course and condominiums is located approximately one-half mile to the north on Silver Lake Rd. The existing Street is, N. West Silver Lake Rd.
- 7. The general topography of the site and its relationship to adjoining land:** The proposed property is mostly flat. Currently the proposed property has Maple trees on the North and East boundaries and a mixture of hardwood and misc. vegetation on the West portion of the property.
- 8. A general description of the natural resources and natural features of the site and, where known, an indication of which will be preserved, and which will be removed:** The existing natural resources are quite limited to what is existing but as mentioned in item 7. There is currently vegetation of some type on the North, East, and West parts of the property. There is no intention of removing any of that vegetation. The rest of the property proposed to be developed is currently grass and is mowed several times a year.
- 9. The number of acres to be preserved as open or recreational space, and its general location:** See the attached information on the drawings.
- 10. Variations from ordinance regulations that are being sought and the reasons to support the requested changes:** The variation being asked for is to change from the current R1 to a R3 conditional rezoning to allow for the higher density that R3 allows. Doing so would fall in line with the use of the adjacent property to the south. R3 would conform with such use and would also allow us to include a daycare center on the same site to benefit employees and others seeking daycare, which is vitally needed in our community. The residents and the employees of the senior center would benefit by having the daycare on-site.
- 11. The public facilities intended to serve the planned unit development, such as sewage disposal, water supply, storm water systems, etc.....:** Sewage disposal and water supply would be private and built according to the current water supply and sewage disposal requirements.

### OTHER INFORMATION

The proposed Adult Foster Care would be a benefit to our community. We have a waiting list that continues to grow. Our thoughts with having the daycare would be a benefit to our employees, community, and the residents and their families. It would also help our young children and their families connect with the residents we serve. The proposed development would add 20-25 additional employment opportunities to our regions.

# PROPOSED ADULT CENTER FOR BRAD JEWETT TRAVERSE CITY, MICHIGAN

## ARCHITECT:

JML DESIGN GROUP, LTD.  
225 E. 16TH STREET, SUITE B  
TRAVERSE CITY, MI. 49684  
PHONE: (231) 947-9019  
EMAIL: admin@jmlarchitects.com

## OWNER:

BRAD & TRINA JEWETT  
1745 N. WEST SILVER LK. RD.  
TRAVERSE CITY, MI.  
49685

## CONTACT:

MR. BRAD JEWETT  
PHONE: (231) 633-9421  
EMAIL: brad@culvermeadows.com

## LIST OF DRAWINGS:

C1.0	COVER SHEET
C1.1	OVERALL SITE PLAN
A1.1	ENLARGED SITE PLAN
A1.1	OVERALL FLOOR PLAN
A2.1	EXTERIOR ELEVATIONS
A3.1	BUILDING SECTIONS
A4.1	ENLARGED UNIT PLANS
A4.2	ENLARGED FLOOR PLAN

BUILDING PLANNING		
BUILDING CODE REQUIREMENTS CONFORMS TO	2015 MICHIGAN BUILDING CODE	
BUILDING USE GROUP	R-3 ADULT FOSTER CARE- LARGE GROUP HOME	
CONSTRUCTION CLASSIFICATION	TYPE 5B	
FIRE SUPPRESSION SYSTEM		
BUILDING ALLOWED	TABULAR SF	FRONTAGE INCREASE SF
ALLOWED S.F.		N/A
TOTAL ALLOWED S.F.		
STORIES ALLOWED		
HEIGHT ALLOWED		
BUILDING CONTAINS		
ACTUAL S.F.	10,176 S.F.	
ACTUAL STORIES	(1) STORY	
ACTUAL HEIGHT	22'-6"	
OCCUPANT LOAD		
FIRE RESISTANCE RATINGS		
PRIMARY STRUCTURE FRAME	(0) HOURS	
EXTERIOR BEARING WALL	(0) HOURS	
INTERIOR BEARING WALL	(0) HOURS	
NON-BEARING WALLS/PARTITIONS	(0) HOURS	
FLOOR CONSTRUCTION	(0) HOURS	
ROOF CONSTRUCTION	(0) HOURS	
TENANT SEPARATION WALLS	(0) HOURS	
GENERAL NOTES		

JML DESIGN GROUP, LTD. 225 E. 16TH STREET, SUITE B. TRAVERSE CITY, MICHIGAN 49684

architect:  
CF CAMPBELL  
phone: (231) 947-9019  
e-mail: admin@jmlarchitects.com

revisions:  
10/03/23 ISSUED FOR PLANNING

owner information:  
MR. BRAD JEWETT  
1745 N. SILVER LAKE RD.  
TRAVERSE CITY, MI.  
49685

project location:  
N SILVER LAKE RD.  
TRAVERSE CITY, MI.  
49685

sheet title:  
COVER SHEET  
project name:  
CULVER MEADOWS

preliminary  
construction  
date:  
10/03/23  
sheet:  
COVER



JML DESIGN GROUP, LTD.

225 E. 16TH STREET, SUITE B

TRAVERSE CITY, MICHIGAN 49684

(231) 947-9019



# ZONING INFORMATION

ADULT FOSTER CARE - LARGE GROUP HOME		
PROPERTY ADDRESS	1745 N. WEST SILVER LAKE RD. TRAVERSE CITY, MI. 49685	
PROPERTY ID NUMBER	05-030-008-50	
PROPERTY ZONED	R-1: (W/O PUBLIC SEWER)	
DIMENSIONAL REQUIREMENTS		
	REQUIRED	PROVIDED
MINIMUM LOT AREA	20,000 SF.	96,268 SF. OR 2.21 ACRES
MINIMUM LOT WIDTH	100 FT	267.34 FT
MAXIMUM HEIGHT	35'-0"	22'-6"
NUMBER OF STORIES	2½ (MAX.)	1 STORY
MINIMUM YARD SETBACKS		
FRONT YARD SETBACK	30'-0"	102'-8"
REAR YARD SETBACK	30'-0"	168'-1"
SIDE YARD SETBACK	10'-0"	16'-5", 32'-4"
MINIMUM CROSS SECTION	24 FT.	36 FT.
MAX. IMPERVIOUS SURFACE	N/A	
MAX. LOT COVERAGE	30%	
PARKING REQUIREMENTS		
PARKING SETBACK	N/A	N/A
REQUIRED PARKING SPACES	MIN. (1) PER DWELLING UNIT MAX. (2) PER DWELLING UNIT	(24) SPACES

## CERTIFICATE OF SURVEY

PART OF THE NW¼, SEC. 30, T 27 N, R 11 W,  
GARFIELD TWP., GRAND TRAVERSE CO., MICHIGAN.

LEGAL DESCRIPTION AS SURVEYED

PARCEL 3

Part of the Northwest quarter, Section 30, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County, Michigan, more fully described as follows: Commencing at the Northwest corner of said section; thence along the North line of said section S 88°23'15" E a distance of 1600.28' (RECORD S 90°00'00" E 1600.28'); thence S 13°24'28" W a distance of 313.16' (RECORD S 11°41'02" W 313.06'); thence S 13°20'27" W a distance of 224.23' (RECORD S 11°41'02" W 224.33'); thence S 42°47'21" W a distance of 75.50' (RECORD S 41°05'50" W); thence S 42°42'37" W a distance of 365.69' (RECORD S 41°05'50" W) to the Point Of Beginning; thence S 49°28'44" E a distance of 329.12'; thence S 32°55'47" W a distance of 267.34'; thence N 57°04'13" W a distance of 295.25'; thence N 11°04'35" E a distance of 158.35' (RECORD N 09°28'25" E); thence N 42°36'49" E a distance of 166.21' (RECORD N 41°05'50" E 166.29') to the Point Of Beginning.

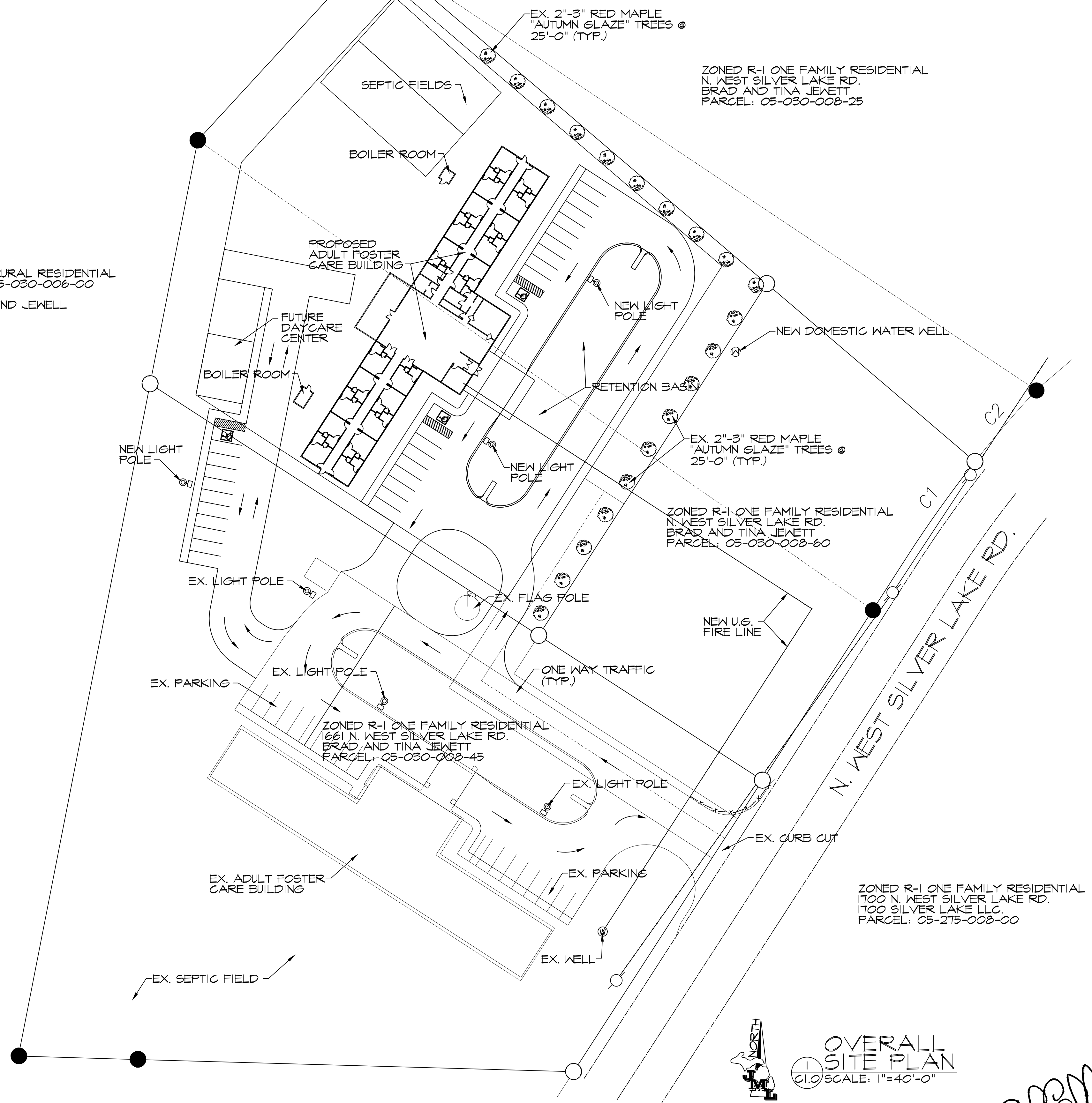
Having an area of 2.21 acres.

Subject to and together with any easements, encroachments and/or restrictions if any.

Subject to a 30' wide easement for ingress, egress and the installation and maintenance of private and public utilities in Part of the Northwest quarter, Section 30, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County, Michigan; the centerline of said easement being more fully described as follows: Commencing at the Northwest corner of said section; thence along the North line of said section S 88°23'15" E a distance of 1600.28' (RECORD S 90°00'00" E 1600.28'); thence S 13°24'28" W a distance of 313.16' (RECORD S 11°41'02" W 313.06'); thence S 13°20'27" W a distance of 224.23' (RECORD S 11°41'02" W 224.33'); thence S 42°47'21" W a distance of 75.51' (RECORD S 41°05'50" W); thence S 42°42'37" W a distance of 365.69' (RECORD S 41°05'50" W); thence S 42°36'49" W a distance of 166.21' (RECORD S 41°05'50" W 166.29'); thence S 11°04'35" W a distance of 158.35' (RECORD S 09°28'25" W); thence S 57°04'13" E a distance of 280.25' to the Point Of Beginning of said centerline; thence the following two courses along said centerline S 32°55'47" W a distance of 44.15'; thence S 57°04'13" E a distance of 164.88' to the Right-Of-Way of West Silver Lake Road and the Point Of Ending and from said Point Of Beginning N 32°55'47" E a distance of 100.00' to the Point Of Ending.

ZONED RR RURAL RESIDENTIAL  
PARCEL : 05-030-006-40  
5825 SEGOR RD.  
JOHN AND TANGILA LEMCOOL

ZONED RR RURAL RESIDENTIAL  
PARCEL : 05-030-006-00  
SEGOR RD.  
CLIFFORD AND JEWELL  
LEMCOOL



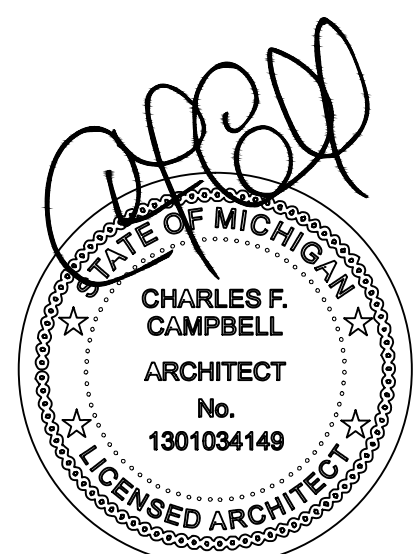
ZONED R-1 ONE FAMILY RESIDENTIAL  
N. WEST SILVER LAKE RD.  
BRAD AND TINA LEWETT  
PARCEL: 05-030-008-25

ZONED R-1 ONE FAMILY RESIDENTIAL  
N. WEST SILVER LAKE RD.  
BRAD AND TINA LEWETT  
PARCEL: 05-030-008-60

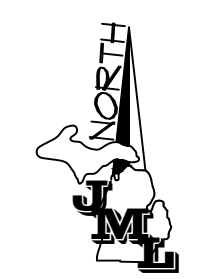
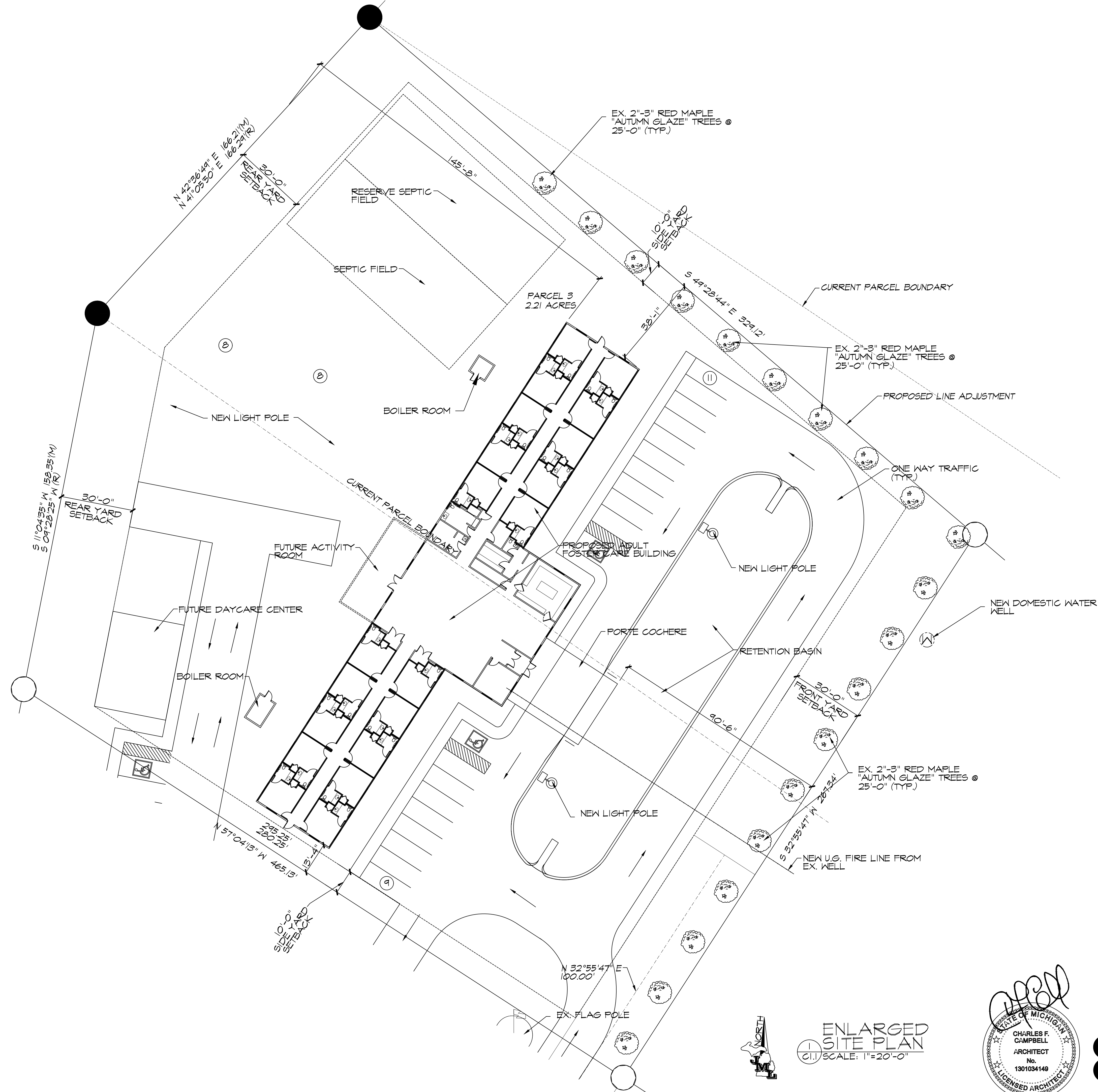
ZONED R-1 ONE FAMILY RESIDENTIAL  
1661 N. WEST SILVER LAKE RD.  
BRAD AND TINA LEWETT  
PARCEL: 05-030-008-45

ZONED R-1 ONE FAMILY RESIDENTIAL  
1700 N. WEST SILVER LAKE RD.  
SILVER LAKE LLC  
PARCEL: 05-275-008-00

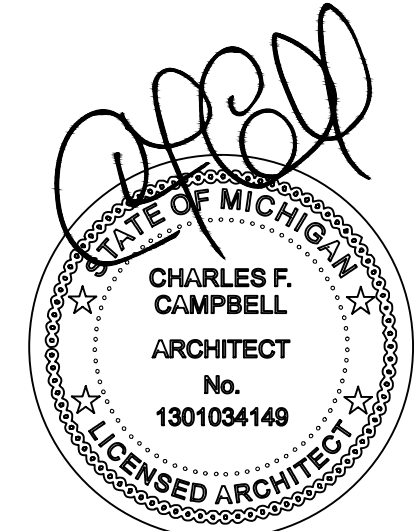
**OVERALL SITE PLAN**  
SCALE: 1"=40'-0"







ENLARGED  
SITE PLAN  
C.I.1 SCALE: 1"=20'-0"



preliminary  
construction

date:  
10/03/23

sheet:  
C.I.1

sheet title:  
**ENLARGED SITE PLAN**  
project name:  
**CULVER MEADOWS**

project location:  
N SILVER LAKE RD.  
TRAVERSE CITY, MI.  
49685

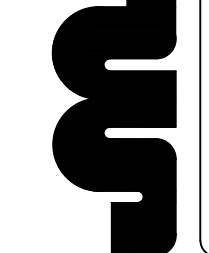
owner information:  
MR. BRAD JENETT  
1745 N SILVER LAKE RD.  
TRAVERSE CITY, MI.  
49685

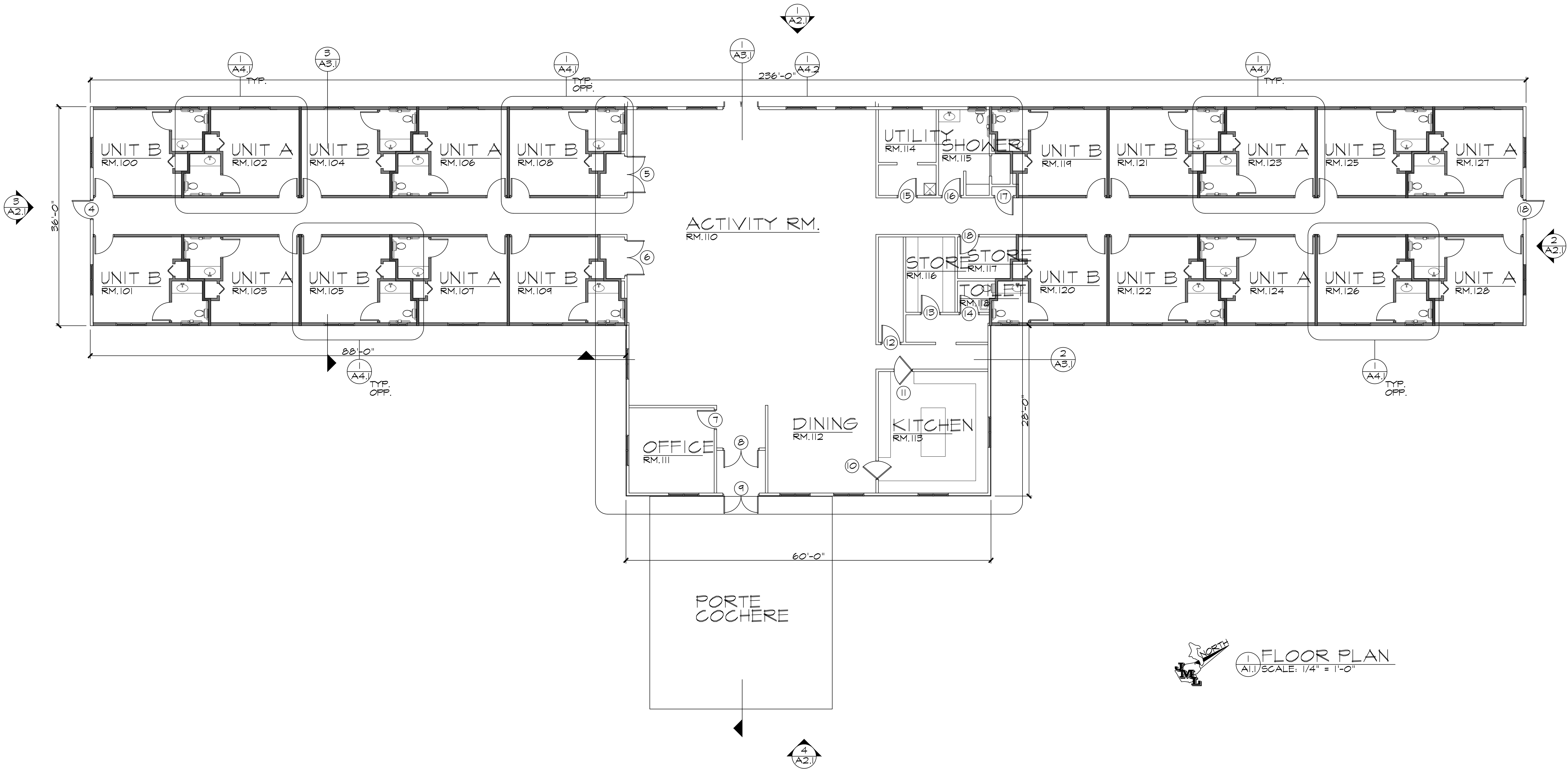
revisions:  
10/03/23 ISSUED FOR PLANNING

architect:  
CF CAMPBELL  
phone: (231) 947-9019  
e-mail: admin@jmlarchitects.com

drawn:  
CFC/JEB/MD

JML DESIGN GROUP, LTD. 225 E. 16TH STREET, SUITE B. TRAVERSE CITY MICHIGAN 49684






**1 FLOOR PLAN**  
 ALL SCALE: 1/4" = 1'-0"

JML DESIGN GROUP, LTD. 225 E. 16TH STREET, SUITE B. TRAVERSE CITY MICHIGAN 49684

architect:  
**CF CAMPBELL**  
 phone: (231) 947-9019  
 e-mail: admin@jmlarchitects.com

revisions:  
 10/03/23 ISSUED FOR PLANNING

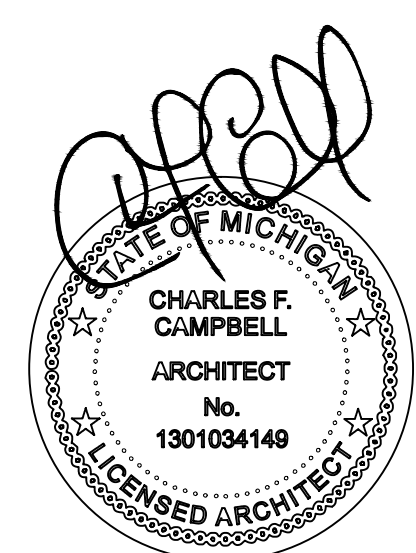
owner information:  
 MR. BRAD JENETT  
 1745 N. SILVER LAKE RD.  
 TRAVERSE CITY, MI.  
 49685

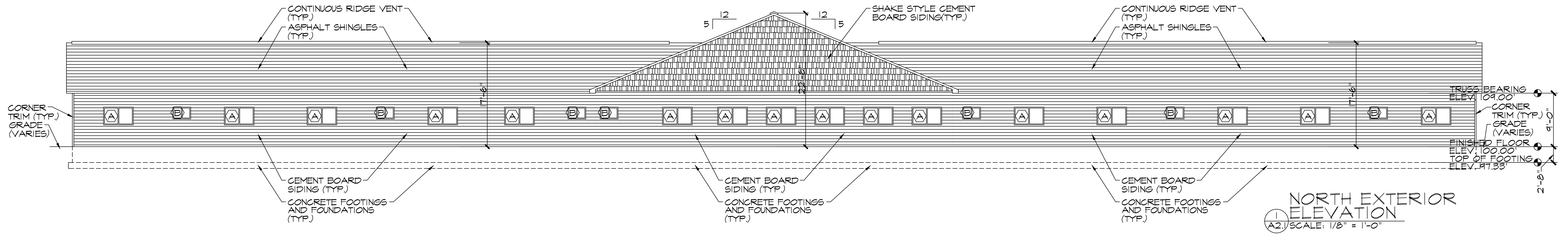
project location:  
 N SILVER LAKE RD.  
 TRAVERSE CITY, MI.  
 49685

sheet title:  
**OVERALL FLOOR PLAN**  
 project name:  
**CULVER MEADOWS**

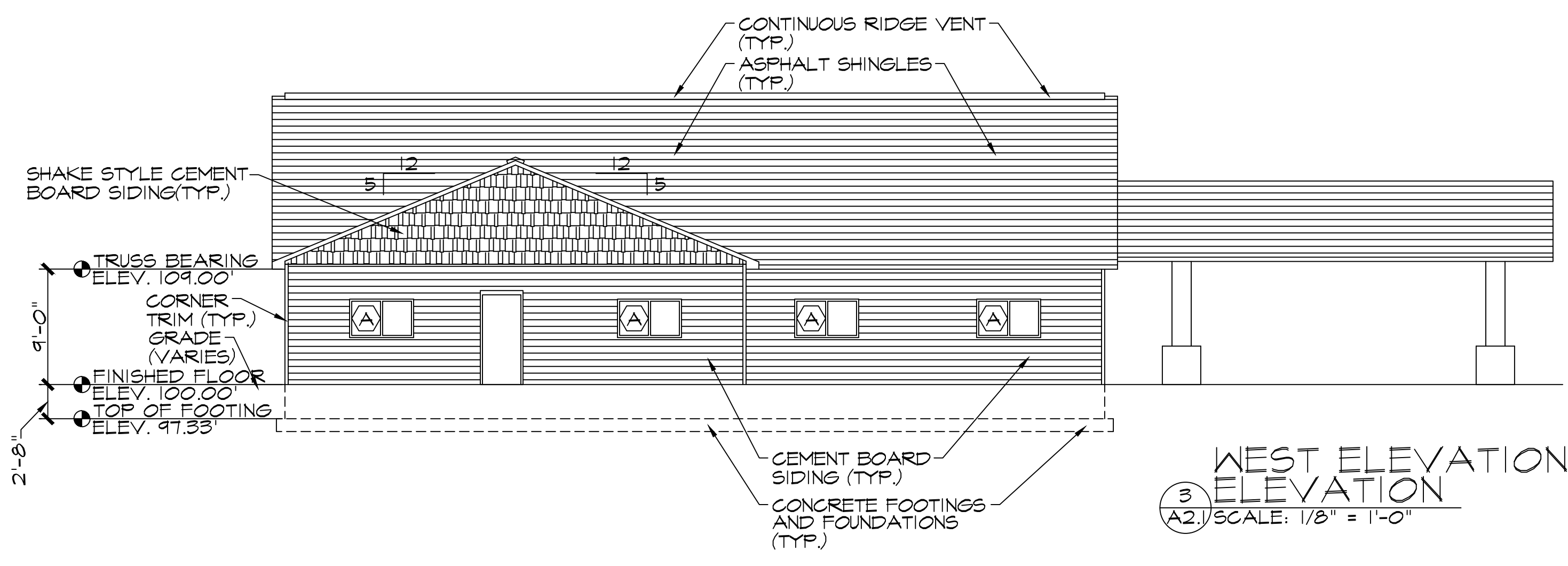
preliminary  
 preliminary  
 construction

date:  
 10/03/23  
 sheet:  
 A.1

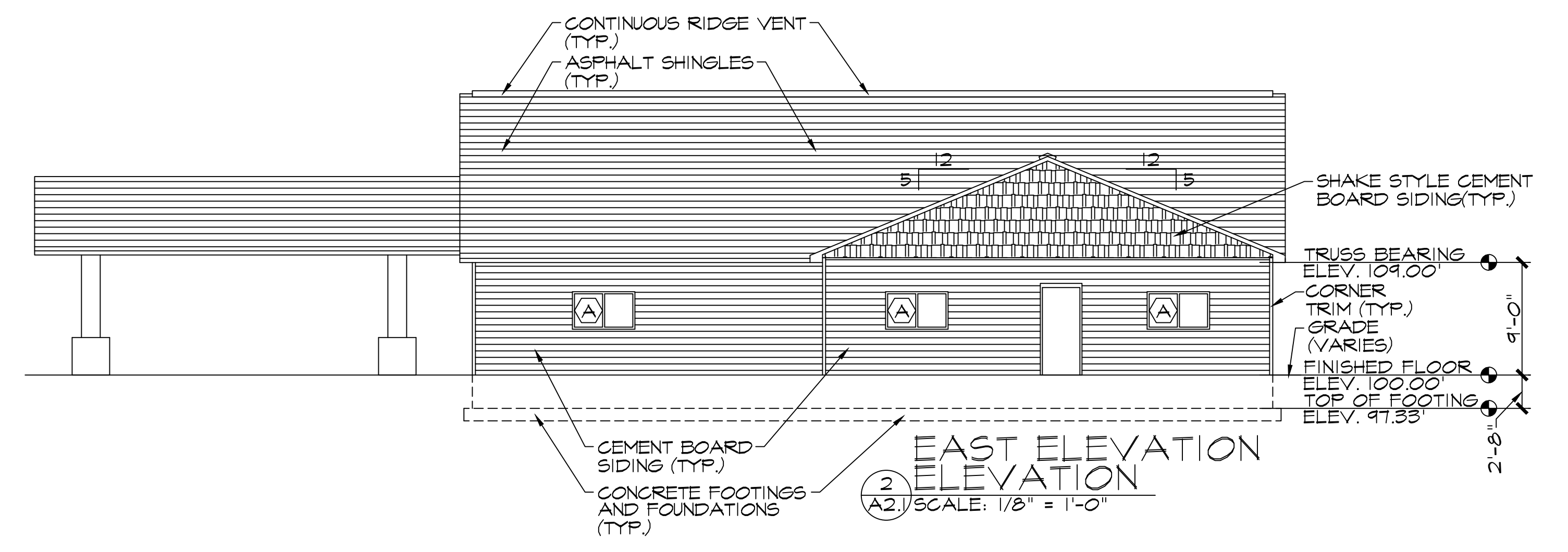




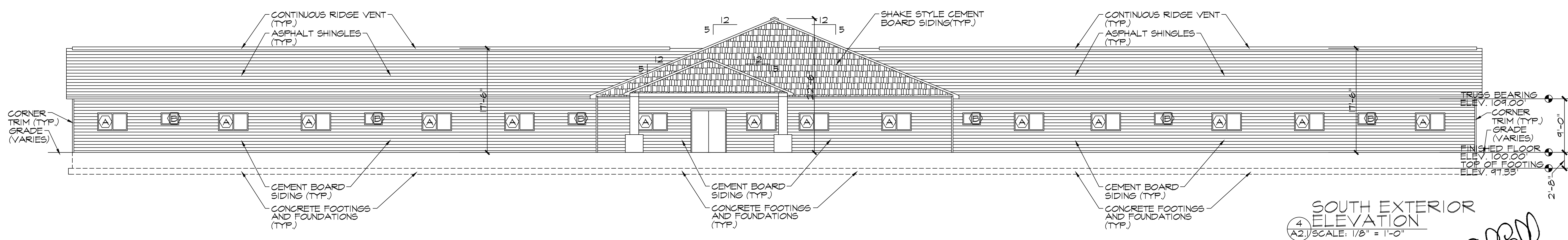
1 NORTH EXTERIOR ELEVATION  
A2.1 SCALE: 1/8" = 1'-0"



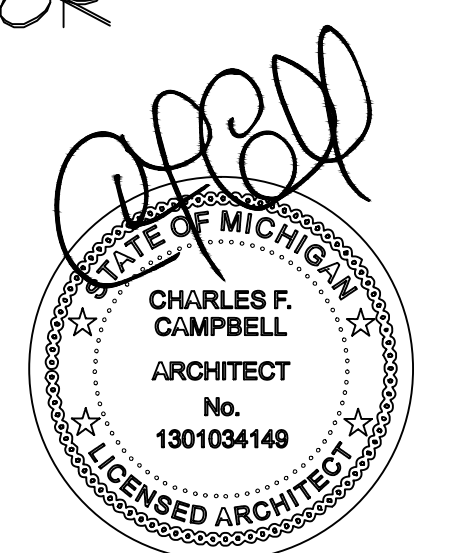
3 WEST EXTERIOR ELEVATION  
A2.1 SCALE: 1/8" = 1'-0"



2 EAST EXTERIOR ELEVATION  
A2.1 SCALE: 1/8" = 1'-0"



4 SOUTH EXTERIOR ELEVATION  
A2.1 SCALE: 1/8" = 1'-0"



JML DESIGN GROUP, LTD. 225 E. 16TH STREET, SUITE B. TRAVERSE CITY MICHIGAN 49684

architect:  
CF CAMPBELL  
phone: (231) 947-9019  
e-mail: admin@jmlarchitects.com

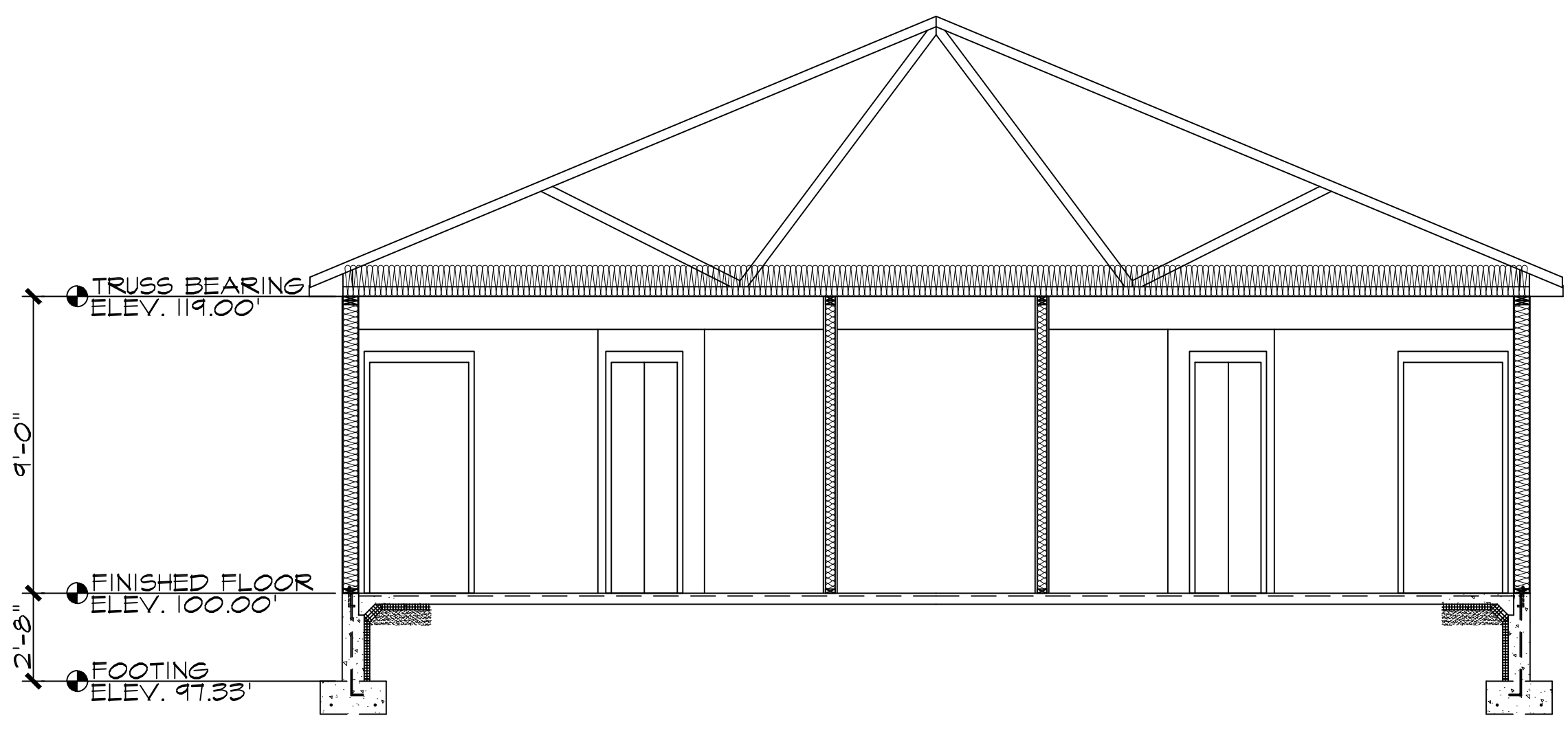
revisions:  
10/03/23 ISSUED FOR PLANNING

owner information:  
MR. BRAD JENETT  
1745 W. SILVER LAKE RD.  
TRAVERSE CITY, MI.  
49685

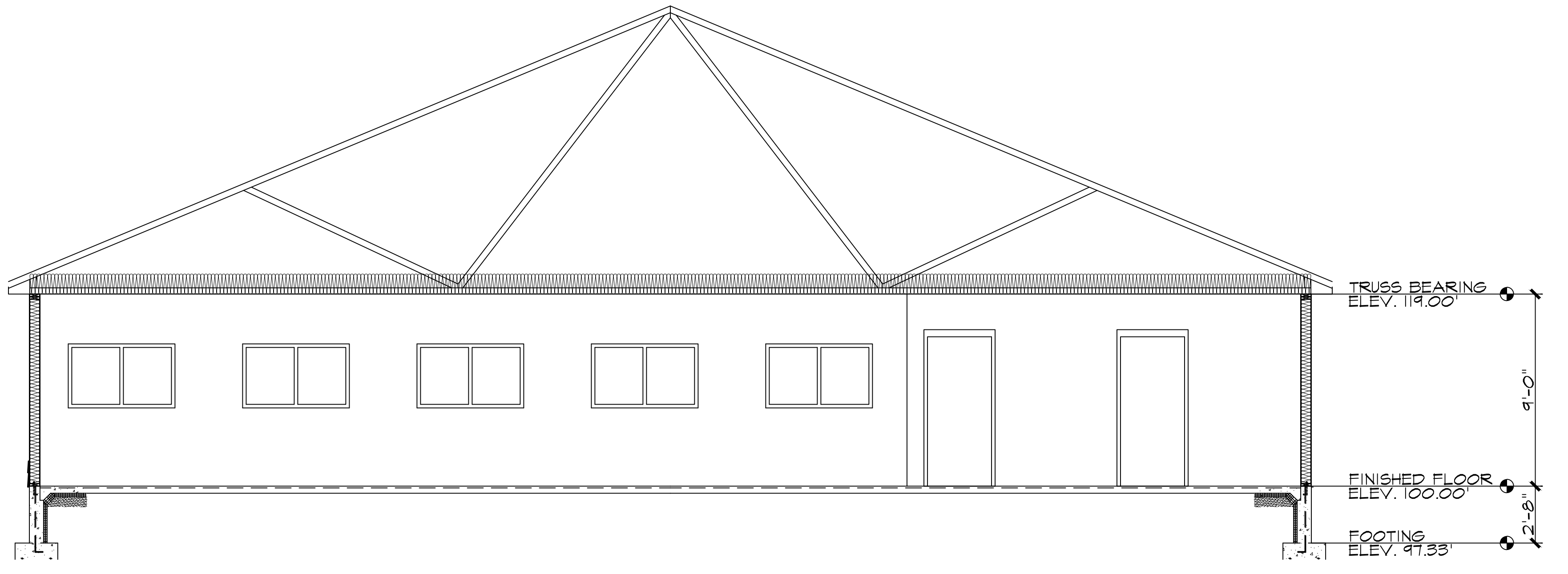
project location:  
W SILVER LAKE RD.  
TRAVERSE CITY, MI.  
49685

sheet title:  
EXTERIOR ELEVATIONS  
project name:  
CULVER MEADOWS

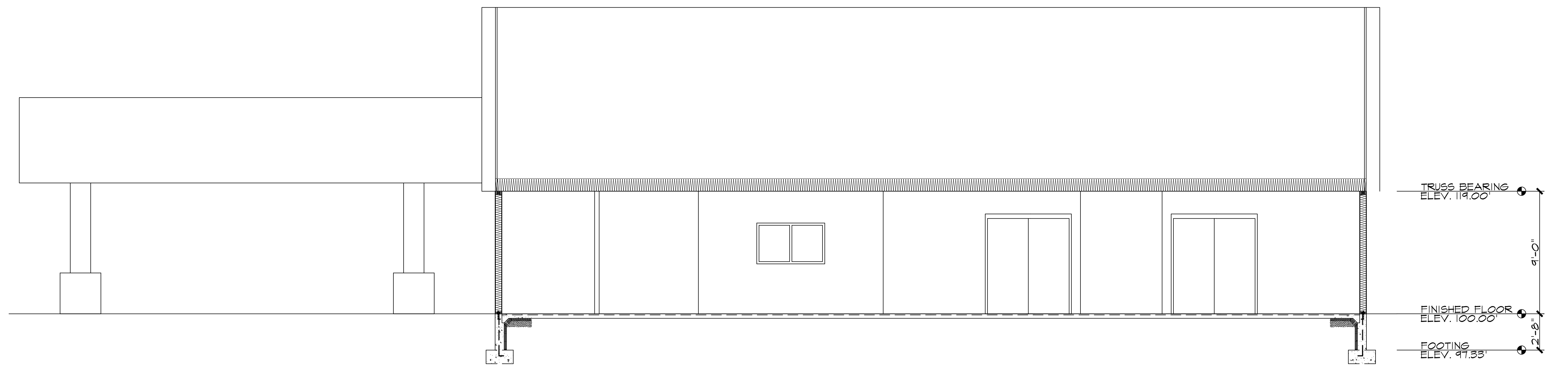
0 preliminary  
● construction  
date:  
10/03/23  
sheet:  
A2.1



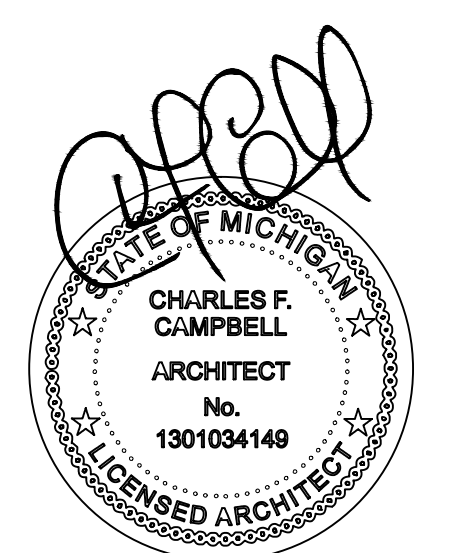
3 BUILDING CROSS SECTION  
A3.1 SCALE: 1/4" = 1'-0"



2 BUILDING CROSS SECTION  
A3.1 SCALE: 1/4" = 1'-0"



1 LONGITUDINAL BUILDING SECTION  
A3.1 SCALE: 1/4" = 1'-0"



JML DESIGN GROUP, LTD. 225 E. 16TH STREET, SUITE B, TRAVERSE CITY, MICHIGAN 49684

architect:  
CF CAMPBELL  
phone: (231) 947-9019  
e-mail: admin@jmlarchitects.com

revisions:  
10/03/23 ISSUED FOR PLANNING

owner information:  
MR. BRAD JENETT  
1745 N. SILVER LAKE RD.  
TRAVERSE CITY, MI.  
49685

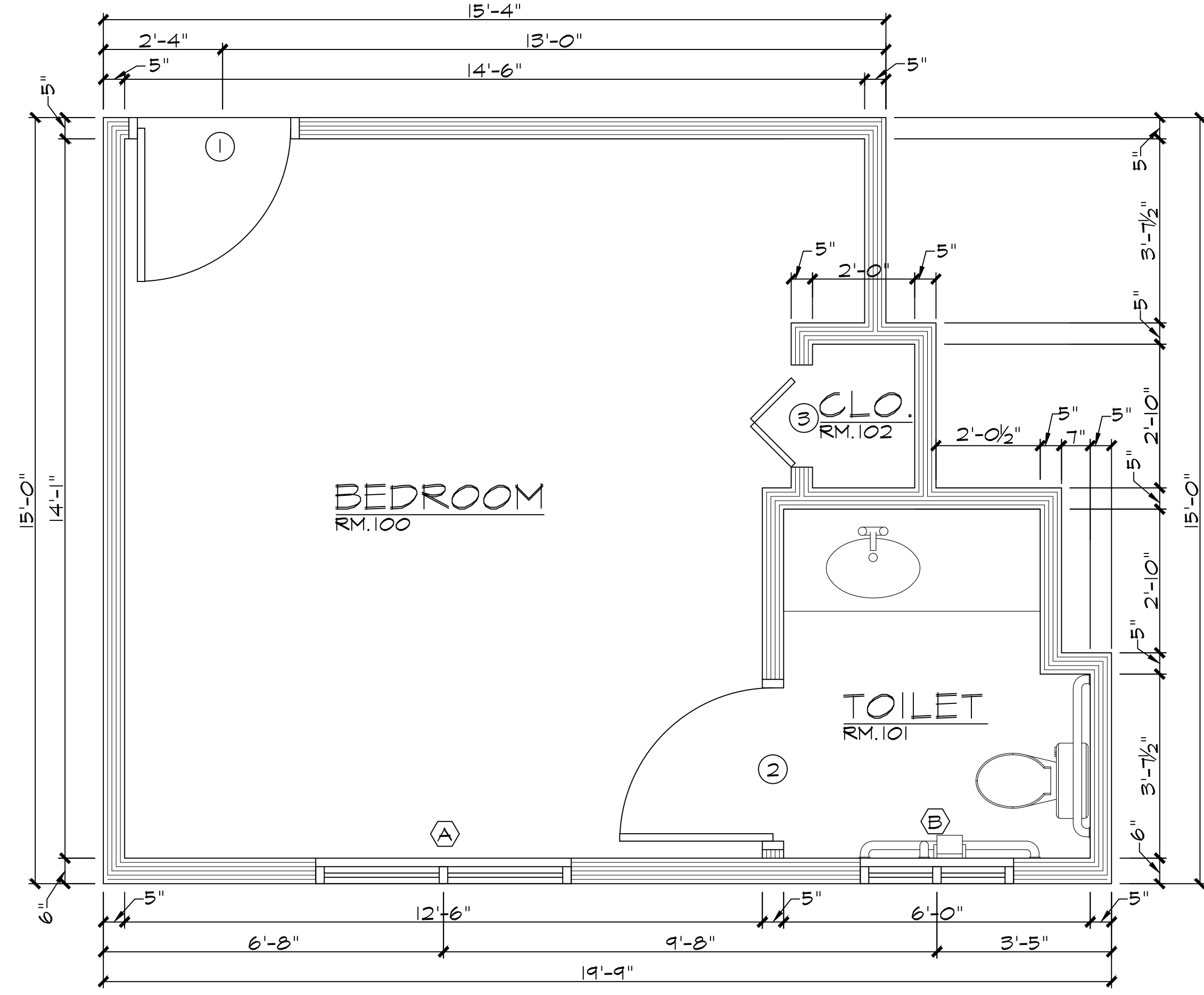
project location:  
N SILVER LAKE RD.  
TRAVERSE CITY, MI.  
49685

sheet title:  
BUILDING SECTIONS  
project name:  
CULVER MEADOWS

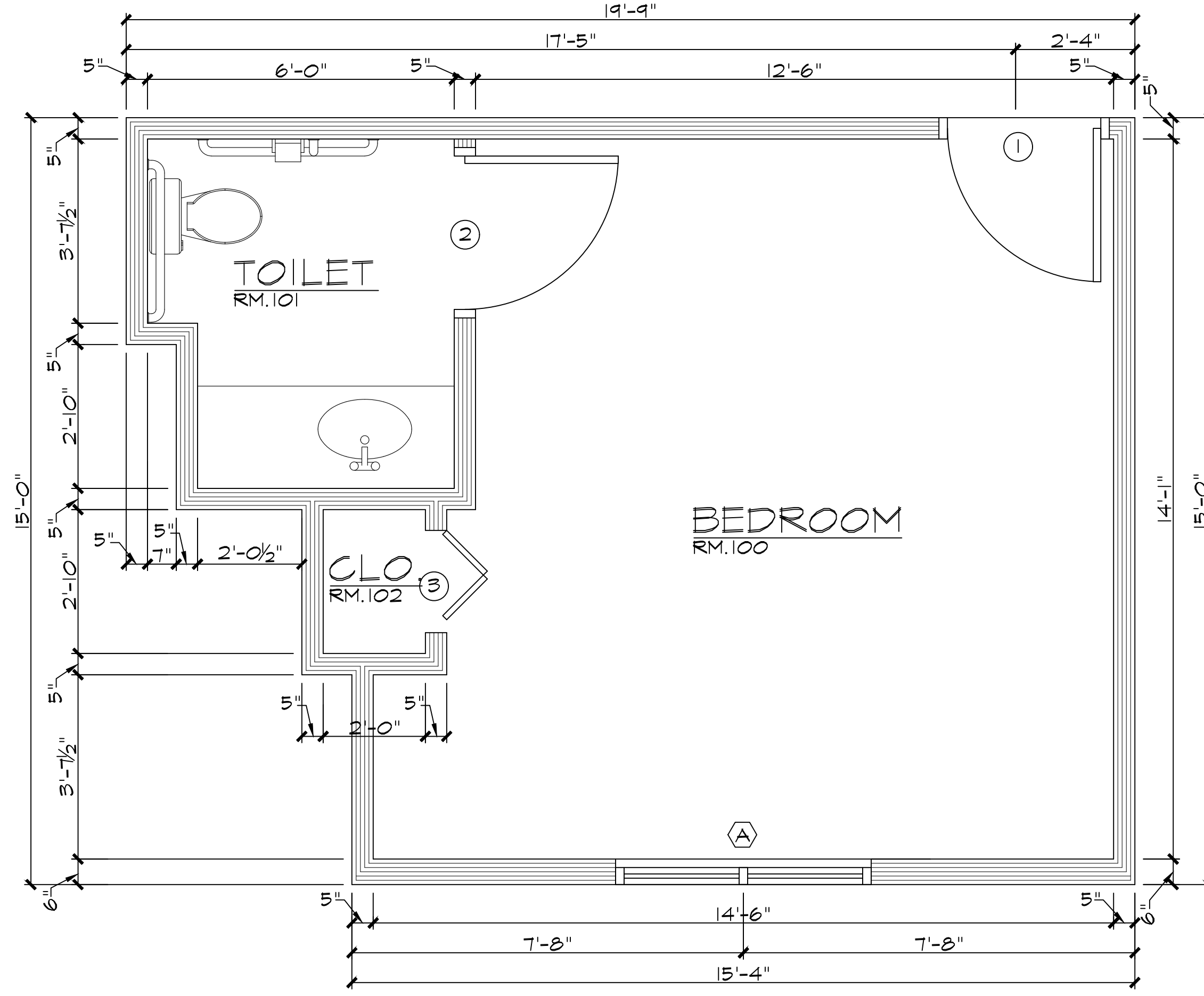
preliminary  
construction

date:  
10/03/23  
sheet:  
A3.1

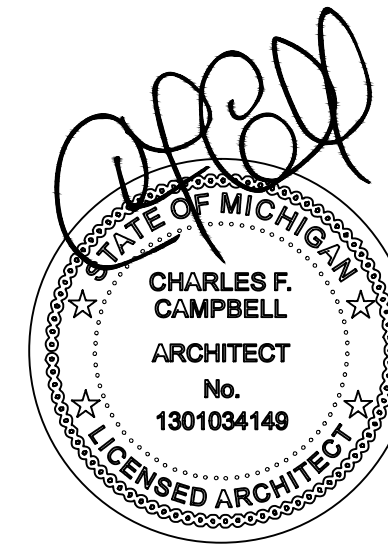




1  
A4.1 TYP. UNIT B  
FLOOR PLAN  
SCALE: 1/2" = 1'-0"



1  
A4.1 TYP. UNIT A  
FLOOR PLAN  
SCALE: 1/2" = 1'-0"



date:  
10/03/23  
sheet:  
A4.1

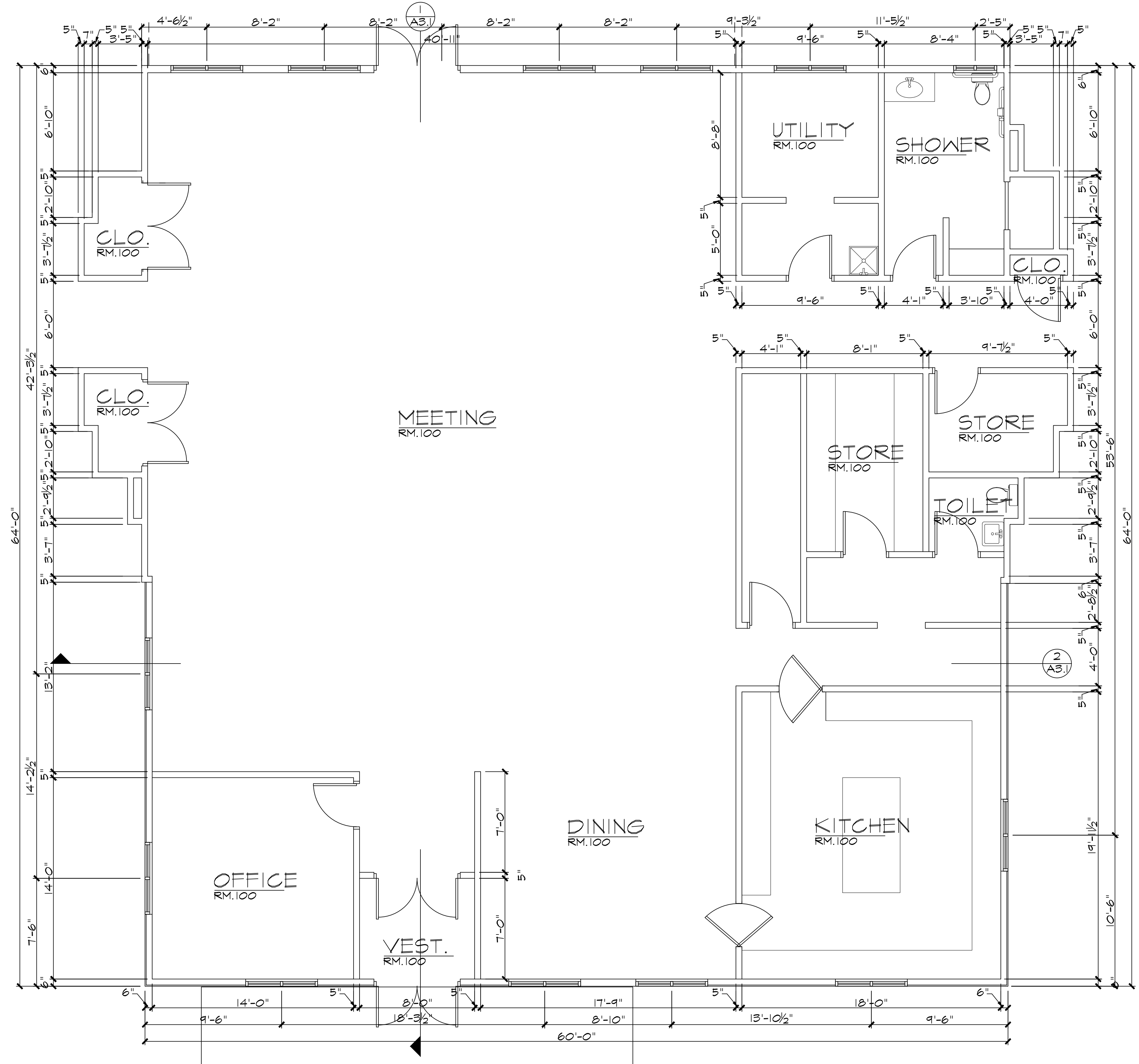
sheet title:  
UNIT FLOOR PLAN  
project name:  
CULVER MEADOWS

project location:  
N SILVER LAKE RD.  
TRAVERSE CITY, MI.  
49685

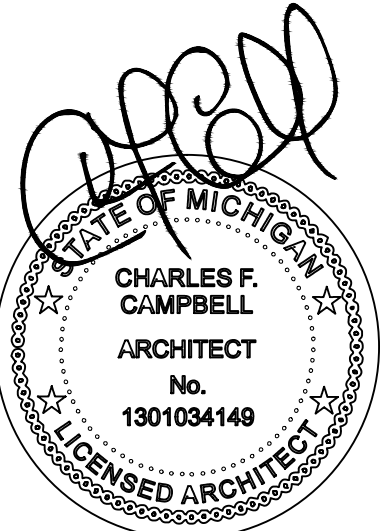
owner information:  
MR. BRAD JENETT  
1745 N SILVER LAKE RD.  
TRAVERSE CITY, MI.  
49685

revisions:  
10/03/23 ISSUED FOR PLANNING

architect:  
CF CAMPBELL  
phone: (231) 947-9019  
e-mail: admin@jmlarchitects.com




 ENLARGED FLOOR PLAN  
 A4.2 SCALE: 1/4" = 1'-0"



JML DESIGN GROUP, LTD. 225 E. 16TH STREET, SUITE B. TRAVERSE CITY, MICHIGAN 49684

architect:  
 CF CAMPBELL  
 phone: (231) 947-9019  
 e-mail: admin@jmlarchitects.com


revisions:  
 10/03/23 ISSUED FOR PLANNING

owner information:  
 MR. BRAD JENETT  
 1745 N. SILVER LAKE RD.  
 TRAVERSE CITY, MI.  
 49685

sheet title:  
 ENLARGED FLOOR PLAN  
 project name:  
 CULVER MEADOWS

preliminary  
 construction

date:  
 10/03/23  
 sheet:  
 A4.2

		<b>Charter Township of Garfield</b>	
		<b>Planning Department Report No. 2023-126</b>	
Prepared:	November 1, 2023	Pages:	2
Meeting:	November 8, 2023 Planning Commission Study Session	Attachments:	<input checked="" type="checkbox"/>
Subject:	Commercial District Housing Development Potential Changes		

**BACKGROUND:**

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

**CONSIDERATIONS FOR CHANGE:**

Currently, Section 725 has a setback requirement for parking areas in paragraph A.(1)(d). The requirement states: “Parking areas shall not be located within any setback” There are no other developments permitted in the Zoning Ordinance that require such a setback requirement. Such a provision has the potential to disrupt the efficient layout of a proposed site development plan. The full paragraph is as follows:

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

The preferred option is to simply strike this requirement from Section 725. However, Staff recommends additional wording changes that would provide more direct, less confusing text:

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

Should there arise a situation where a greater than normal setback is preferred, Section 725 does provide the Planning Commission the following authority to require specific design elements:

*A.(1)(a) Multiple-family residential uses built within commercial zoning districts shall be designed to cohesively integrate with the surrounding commercial uses. For the purpose of making this determination, the Planning Commission may rely on the site design requirements and general criteria as set forth in § 427, Planned Unit Residential Developments.*

In reviewing Section 725, another consideration is to provide for smaller scale Commercial District Housing Development. To accomplish this approach, Section 725 could be amended to allow smaller developments (i.e., thirty (30) dwelling units or less), to have a reduced open space requirement and to offset the reduction with the requirement to provide of other amenities. Current text is as follows:

*A.(2)(b) A minimum of three hundred square feet per unit of common outdoor open space shall be provided. Required open space shall be consolidated to the extent reasonably possible to provide areas for the residents and/or to help buffer the residential structures from adjacent commercial uses.*

Proposed text is as follows:

*A.(2)(b) A minimum of three hundred square feet per unit of common outdoor open space shall be provided. For developments of thirty (30) units or less, a minimum of one hundred fifty square feet per unit of common open space shall be provided including an amenity such as a tot lot, patio with grills and picnic tables, or similar outdoor recreational facility.*

Finally, Staff also recommends striking the below requirement. Paragraph A.(1)(a) in Section 725 provides the Planning Commission with the authority to require specific design elements should they be needed.

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

**EXAMPLES OF HIGH DENSITY RESIDENTIAL DEVELOPMENT:**

Previously the Planning Commission mentioned interest in other developments of higher residential density development that was approved by the Township. Below are examples that were developed or approved through the Planned Development process. To date, Staff have found no record of any Commercial District Housing Developments that have been constructed in the Township.

<b>Development</b>	<b>Units</b>	<b>Acres</b>	<b>Units/Acre</b>
Village at LaFranier Woods PUD	385	33.00	11.67
Village at Bay Ridge PUD	294	19.41	15.15
Premier PUD (Premier Manor)	72	4.52	15.93
Fox Run PURD	84	4.07	20.64
GT Crossings PUD (2516 Crossing Circle)	162	7.02	23.08

**ACTION:**

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

*Attachment:*

1. Section 725 – Current Language
2. Map of the C-G, C-H, and C-P Zoning Districts

**SECTION 725 COMMERCIAL DISTRICT HOUSING DEVELOPMENT**

**A. REGULATIONS AND CONDITIONS**

- (1) Design.
  - (a) Multiple-family residential uses built within commercial zoning districts shall be designed to cohesively integrate with the surrounding commercial uses. For the purpose of making this determination, the Planning Commission may rely on the site design requirements and general criteria as set forth in § 427, Planned Unit Residential Developments.
  - (b) Multi-family structures shall be abutted by open space on at least one side per building.
  - (c) The baseline project density shall be as described in the R-3 Multiple Family Residential Zone. At its discretion, and based upon a determination that the project is designed to meet the intent of this Section, the Planning Commission may authorize increases in density over what is regularly allowable.
  - (d) Parking requirements shall be as described in the R-3 Multiple Family District. Shared parking agreements as described in § 551 of this Ordinance are supported and encouraged. Parking areas shall not be located within any setback.
  - (e) Landscaping shall be as required in Article 5, Table 531.1. In the event that the multi-family project does not sit on its own parcel, the application shall indicate a project boundary area which shall be used for the purpose of landscaping placement.
  - (f) Pedestrian walkways shall be provided within the subject parcel or project boundary for the purpose of providing safe and convenient movement within the site and towards other walkable places of interest such as stores, restaurants, or entertainment.
  - (g) The residential areas of an overall commercial development site shall be adequately, but not overly, lit at night. Applications shall demonstrate that commercial lighting in the vicinity meets the dark sky requirements of this Ordinance in order to minimize impact on the residential area. Where lighting is to be installed for a residential area, average illumination levels of 0.5 to 1.0 foot candle shall be maintained. Existing commercial lighting which illuminates the residential area of the site to this level may be used in lieu of installing additional residential lighting. Common entryways shall be adequately illuminated by wall-pack style lighting fixtures.
- (2) Open Space Requirements.
  - (a) A minimum of fifty square feet per unit of private outdoor space with a minimum dimension of four feet in any direction shall be provided. Private open space shall be accessible directly from the living area of the unit, in the form of a fenced yard, patio, deck, or balcony.
  - (b) A minimum of three hundred square feet per unit of common outdoor open space shall be provided. Required open space shall be consolidated to the extent reasonably possible to provide areas for the residents and/or to help buffer the residential structures from adjacent commercial uses.
  - (c) Open space shall be designed to provide a rear yard along the longest building length of a given structure.
  - (d) Required setback areas shall not be included towards required open space areas; however, placing required open space areas adjacent to setbacks is supported.
- (3) Compatibility. Applications shall describe measures which will be taken to mitigate common commercial impacts such as noise, light, and nighttime operations on the multi-family project.



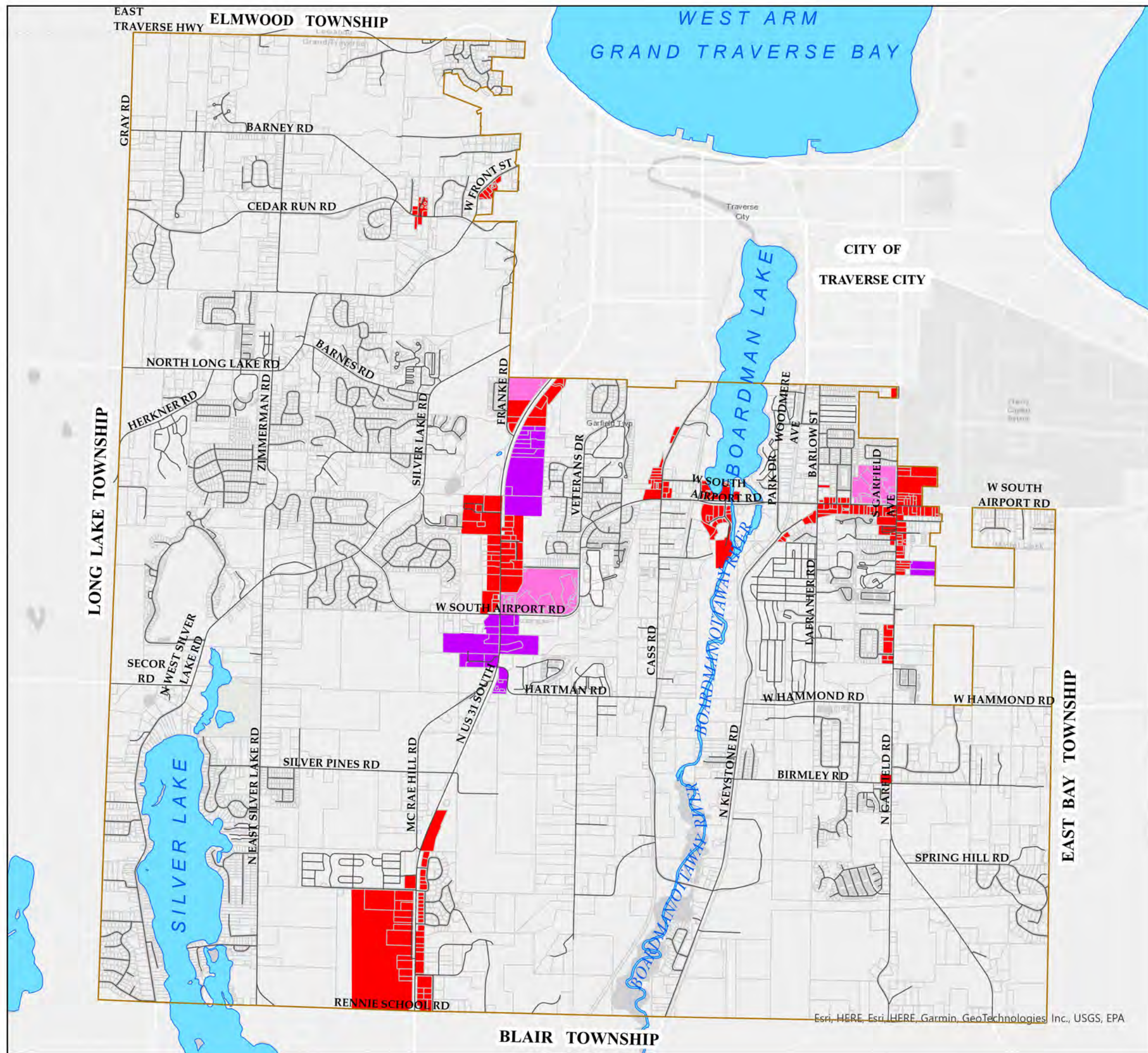
# Zoning Map Excerpt C-G, C-H, and C-P

## Legend

### Zoning Districts selection

#### Zoning

- C-G - General Commercial
- C-H - Highway Commercial
- C-P - Planned Shopping




**Charter Township of Garfield**  
 3848 Veterans Drive  
 Traverse City, MI 49684  
 Phone: 231.941.1620  
 Fax: 231.941.1688



### NOT A LEGAL SURVEY

This map is based on digital databases prepared by the Charter Township of Garfield. The Township does not provide any warranty, either express or implied, 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. Always contact a surveyor to be sure of where your property lines are located.



		<b>Charter Township of Garfield</b> <b>Planning Department Report No. 2023-127</b>	
Prepared:	November 1, 2023	Pages:	1
Meeting:	November 8, 2023 Planning Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	Master Plan Update – Introduction of Complete Draft		

**BACKGROUND:**

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

**NEXT STEPS:**

Because there is no Planning Commission study session in November 2023, Commissioners may wish to review the Master Plan in more detail at their December 13, 2023 meeting. Staff will also prepare a draft timeline for the remainder of the Master Plan update process for review at the December 13, 2023 meeting.

**ACTION:**

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

**Attachments:**

1. Master Plan Document and Appendix – Complete Draft dated October 31, 2023

 <b>Charter Township of Garfield</b> <b>Planning Department Report No. 2023-128</b>			
Prepared:	November 1, 2023	Pages:	1
Meeting:	November 8, 2023 Planning Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	Long Lake Charter Township Master Plan 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 from the planning commissions of all neighboring municipalities. At this time, Long Lake Charter Township has requested your comment on a proposed update to its Master Plan, which was originally adopted in 2006.

Attached with this report is a Master Plan Summary, Conceptual Road and Trail Plan map, and the Future Land Use map. The **full** draft Plan may be found at <https://longlaketownship.com/>.

**STAFF COMMENT:**

*Future Land Use*

For the land that abuts Garfield Township, the draft Plan identifies three future land use designations:

- Moderate Density Residential. Along the west side of Gray Road and at its intersection with Cedar Run, the Plan identifies this area as Moderate Density Residential. Where utilities are available, a density of eight units per acre is prescribed. Where utilities are not available, the density should not exceed two dwelling units per acre. With the extension of a new 12-inch water main from Garfield into Long Lake along Cedar Run Road, this area of Long Lake and the area within Garfield east of Gray Road have the capacity to be developed at an increased density. Currently, the future land use designation in Garfield east of Gray Road is Agricultural/Rural Land.
- Agricultural. This designation intends to promote preservation of agricultural uses, including agribusinesses, active commercial farms, timber stands, and hobby farms. Residential in this area would follow the Agricultural zoning which requires a minimum of 2-acre lots. This designation follows along most of the border with Garfield.
- Low Density Residential. Along the Township border, there are pockets of low-density residential areas, including the Bass Lake area at the southeast corner of the Township, the Boone Road corridor, and the Herkner Road corridor. These areas are primarily single-family residences on one-acre home sites.

*Regional Trail Connections*

In addition to future land use designations, the draft Plan identifies trail routes. North Long Lake Road and Herkner Road are noted as regional trail connections extending into Garfield.

**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 Long Lake Township outlining the comments of the Planning Commission.

**Attachments:**

1. Long Lake Charter Township Notice of Public Hearing
2. Long Lake Charter Township Master Plan Update - Excerpt





8870 North Long Lake Rd., Traverse City, MI 49685  
PH (231) 946-2249 • FAX (231) 946-4573

**PUBLIC NOTICE**

**CHARTER TOWNSHIP OF LONG LAKE  
PROPOSED MASTER PLAN UPDATE**

September 20, 2023

Pursuant to the Michigan Planning Enabling Act, Public Act 33 of 2008, as amended, this notice is to inform you that the Long Lake Township Board approved the distribution of a draft update of the Township Master Plan at its regular meeting held September 12, 2023. A hard copy of the draft is attached along with a summary. The draft document can also be viewed at [www.longlaketownship.com](http://www.longlaketownship.com).

**NOTICE OF PUBLIC HEARING**

Following the close of the 63-day notice period for a Master Plan amendment, the Charter Township of Long Lake Planning Commission will hold a public hearing on the proposed Master Plan on Tuesday, November 28, 2023 at its regular meeting starting at 6:00 p.m. The hearing will take place at the Long Lake Township Hall, 8870 North Long Lake Road, Traverse City, MI 49685. Individuals may make public comment, in person, at the public hearing. Written comments may also be submitted at the public hearing or may be submitted through an on-line questionnaire found on the website or emailed to [planner@longlaketownship.com](mailto:planner@longlaketownship.com). Comments will be received until 5:00 p.m. on Tuesday, November 28, 2023.

Please direct comments to: Charter Township of Long Lake Planning Commission, 8870 North Long Lake Road, Traverse City, MI 49685.

If you have any questions, please feel free to contact me during regular township office hours at 231.946.2249.

Sincerely,

Leslie Sickterman, Township Planner

Ron Lemcool, Supervisor • Ronda Robinson, Clerk • Kendra Balderach, Treasurer

Duane Schaub, Trustee • Linda Wheelock, Trustee • Dan Wagner, Trustee • Mike Rademaker, Trustee

# Master Plan Summary

## Section 1. Introduction

### Chapter 1. Introduction, pages 1-8

The 2023 draft of the Master Plan includes an extensive history of the Township that was added to Chapter 1. The explanations of the Plan methodology and organization were updated as needed to reflect the 2023 version. It should be noted that the Plan is referred to as the Master Plan throughout the 2023 Draft. This is in recognition of the terminology in the Michigan Planning Enabling Act.

## Section 2. Community Profile

### Chapter 2. Natural Features and the Environment, pages 9-22

This section of the draft Plan is very similar to the current Plan. The topography, lakes, soil profiles, wetland and woodlands have, of course, not significantly changed. The maps have been redesigned. The maps are no longer in an 11x17 format, have been streamlined, and include updated roads.

The discussion on lake water quality beginning on page 15 has been updated on the draft Plan with refinements provided by Len Klein.

Beginning on page 16, a new section discussing dark skies has been added.

Beginning on page 18, the discussion on climate has been updated to include more up-to-date information from NOAA.

The current Plan includes a discussion of the Community Forestry Plan. The draft Plan includes a discussion of the Natural Features Inventory and the planning considerations beginning at the end of page 19.

The discussion of endangered threatened, and special concern species has been shortened under the draft Plan (page 20). This is due to the lack of information as Michigan's Natural Features Inventory is no longer funded and updated by the state.

On page 21, the map depicting the elevation of groundwater has been changed from the equivalent map (Map 6) in the current Plan. The difference is due to the geospatial data that is available on a state-wide basis. The Planning Commission has noted during discussions that the information included in the draft Plan on Map 5 is generalized and based on an algorithm, not actual field data.

### Chapter 3. Demographics, pages 23-29

This Chapter uses the same general format as the current plan with updated decennial census information. As the Township routinely updates the Master Plan, this Chapter should be updated with the latest information available. A full count is only available with the decennial census, but the annual American Community Survey provides estimates that can be used to approximate the population counts and other demographic benchmarks.

### Chapter 4. Housing, Income and Economic Development, pages 30-38

Similar to Chapter 3, this Chapter follows the basic format and informational content of the current plan with updates relating to the 2020 decennial census.

## **Chapter 5. Land Use and Development Patterns, pages 39-52**

This Chapter departs from the current Plan in part because the prior information sources are no longer available. The Planning Commission felt that the MRLC mapping and analysis represented a means to approximate this information and the analysis was expanded where possible to relate directly to the township.

## **Chapter 6. Transportation and Community Facilities, pages 53-61**

This Chapter is similar to the current Plan but has been updated with current information. PASER rating information and map has been added.

## **Section 3. Comprehensive Plan**

### **Chapter 7. Goals & Objectives, 62-71**

Notice that there is a Planning Considerations heading at end of each Chapter in Section 2 that summarizes what the implications are of the information in that Chapter. Along with public input, this forms the basis for the Comprehensive Plan. The Plan is comprised of Chapter 7, Goals and Objectives, Chapter 8. Future Land Use Plan, and Chapter 9, Implementation. Ideally, the Plan components relate back to the information in Section 2 and are knit together to reference back and forth and establish a clear reasoning for all of the new regulations, further planning, and programs that are called for under the Plan.

Chapter 7 includes goal statements (broad inspirations) and objectives (steps to achieve the goal). Many of the objectives are repeated because they address more than one goal. These are updated from the current Plan but are closely aligned to the current Plan. That is, there are no big departures from the spirit of these Plans. This includes the more generalized objectives that relate to the recommendations of Shoreline Steering Committee. The Shoreline Steering Committee is discussed further in Section 2 and is included in an Appendix of the Plan.

### **Chapter 8. Future Land Use Plan, 72-85**

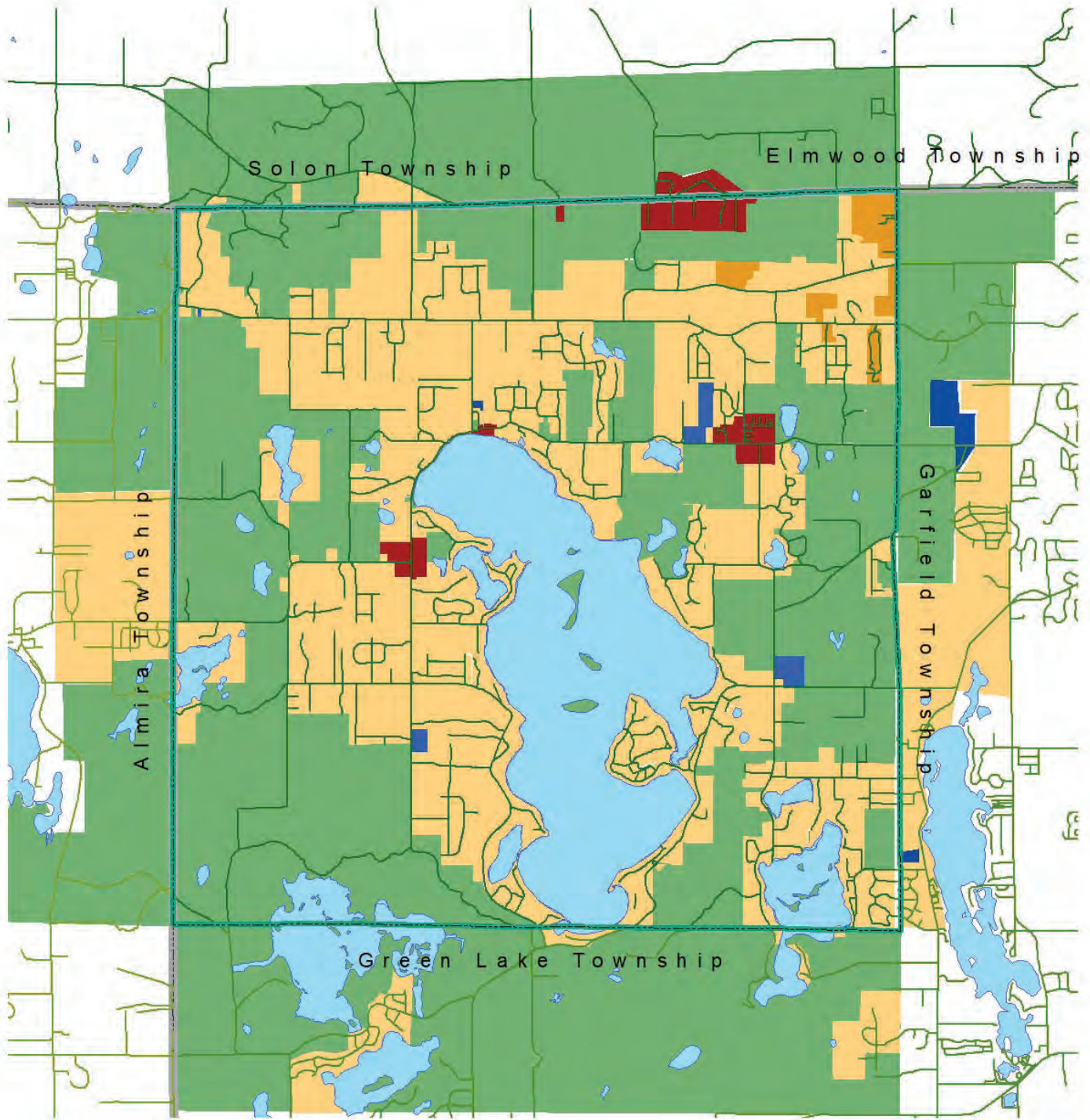
This Chapter describes each plan district that is shown on the Future Land Use Plan Map. These district names and descriptions have not changed much from the current Plan except where any circumstances have changed and also in relation to the Activity Centers. Some changes have been made to the FLU Map. A Conceptual Road and Trailways Map was included. A new addition is the Zoning Plan that begins on page 80. This is newly required in the Planning Enabling Act. The Zoning Plan helps to clarify what rezonings are appropriate under the Plan.

### **Chapter 9. Implementation, 86-90**

This Chapter is almost all new. This summarizes all of the activities, ordinance changes, and new programs and plans that are called for under the rest of the Plan. The Implementation Chapter is the “to-do list” and is a summary of Chapter 7.

## **Appendix 1. Opinion Survey Results**

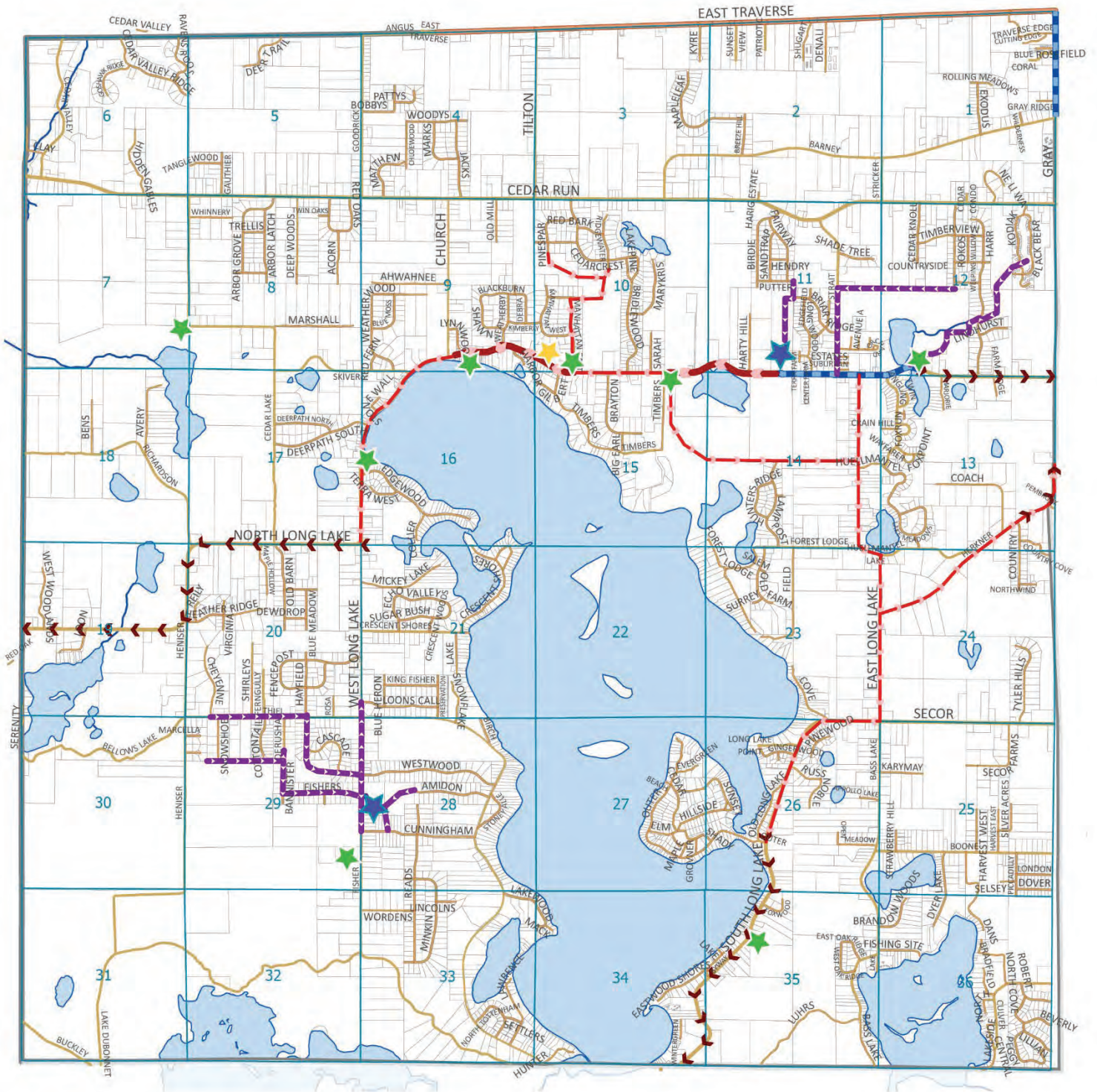
## **Appendix 2. Shoreline Steering Committee Recommendations**



- Commercial
- Conservation/Agricultural
- Institutional
- Suburban Residential

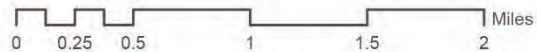
# Consolidated Future Land Use Plans



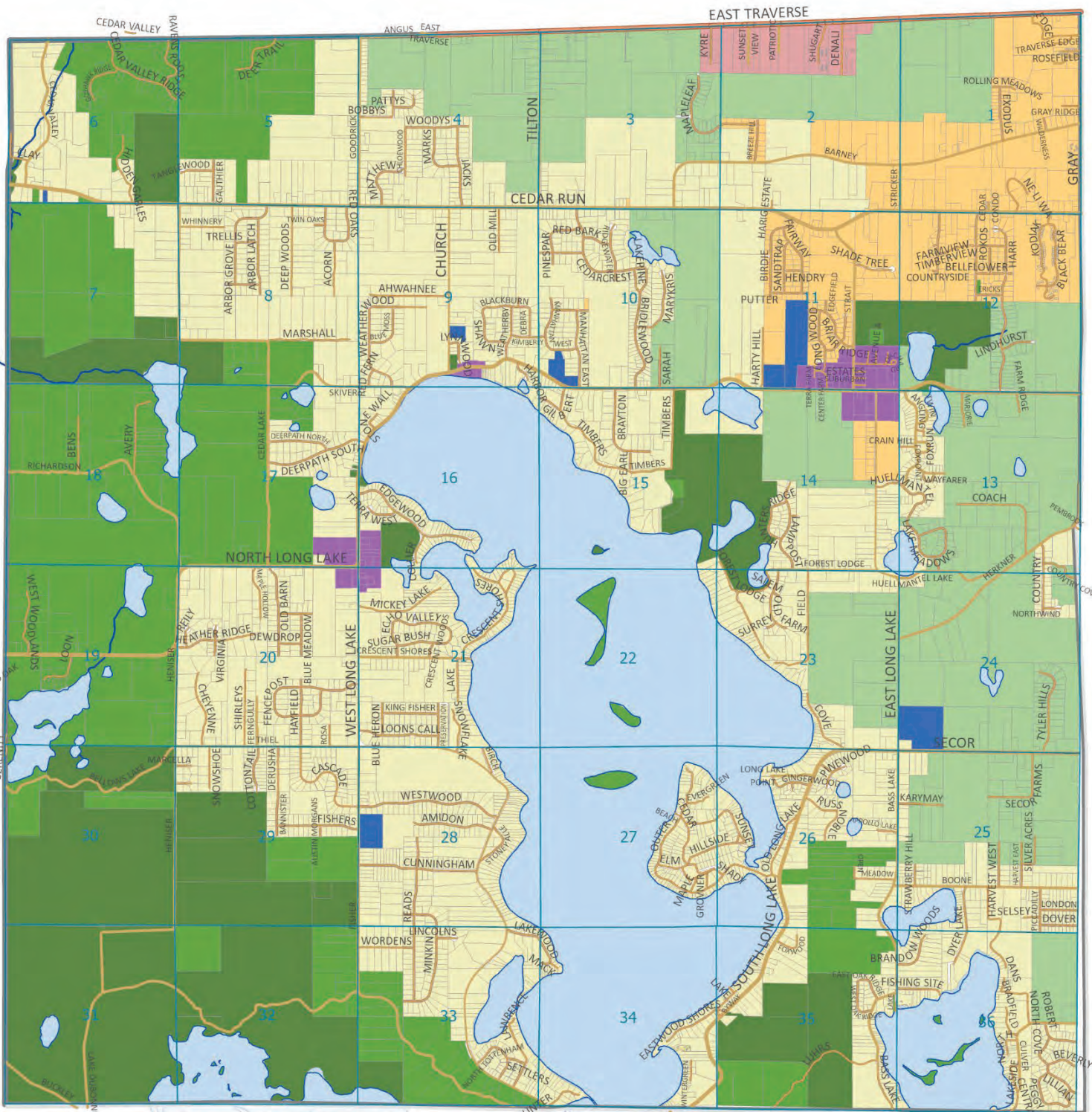


- ★ ★ ★ Points of Interest: School/Park/Government
- Gateway/Major Road Improvements
- Multi-Modal Trail - Phase 1
- Multi-Modal Trail - Phase 2
- Safe Routes to School (some existing/informal)
- ➤ Regional Trail Connections

# Conceptual Road and Trail Plan







DRAFT

# Future Land Use

- |   |                              |   |                          |
|---|------------------------------|---|--------------------------|
|  | CONSERVATION                 |  | ACTIVITY CENTER / HAMLET |
|  | AGRICULTURAL                 |  | GENERAL BUSINESS         |
|  | LOW DENSITY RESIDENTIAL      |  | INSTITUTIONAL            |
|  | MODERATE DENSITY RESIDENTIAL |  | RECREATION               |

