

CHARTER TOWNSHIP OF GARFIELD PLANNING COMMISSION MEETING

Wednesday, February 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 – January 25, 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 2023-21 – Planning Department Monthly Report – February 2023

6. Unfinished Business

- a. PD 2023-20 – Chelsea Park West Apartments PUD Minor Amendment – Update

7. New Business

- a. PD 2023-19 – Topics for February 28 Joint Meeting – Twp. Board / Planning Comm.

8. Public Comment

9. Other Business

- a. Reschedule February 22 Study Session to February 28 (Joint Meeting)

10. Items for Next Agenda – February 28, 2023

- a. Joint Meeting – Township Board and Planning Commission

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
January 25, 2023**

Call Meeting to Order: Vice Chair McManus called the January 25, 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: Molly Agostinelli, Joe McManus, Joe Robertson, Pat Cline, Chris DeGood, and Robert Fudge

Absent and Excused: John Racine

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

1. Public Comment (7:01)

None

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

Cline moved and DeGood seconded to approve the agenda as amended striking the “election of officers” which was added in error.

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

Nays: None

3. Minutes (7:03)

a. January 11, 2022 Regular Meeting

Fudge moved and Robertson seconded to approve the January 11, 2022 Regular Meeting minutes as presented.

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

Nays: None

4. Correspondence (7:03)

Correspondence included a notice of intent to plan from Solon Township and two items related to the new Metropolitan Planning Organization (MPO) designation for the Traverse City-Garfield Urban Area. MPO is a federal designation for planning and funding of transportation improvements.

5. Reports (7:04)

Township Board Report

Agostinelli stated that there were 70 people identified as chronic homeless in Grand Traverse area according to the Northwest Michigan Coalition to End Homelessness. She added that the urban area qualifies as a Metropolitan Planning Organization (MPO) because of its population and density.

Planning Commissioners

i. Zoning Board of Appeals

Fudge stated that there was an organizational meeting last month.

ii. Parks and Recreation Commission

DeGood had no report.

iii. Joint Planning Commission

McManus stated that a meeting would be held next week.

Staff Report

Sych discussed what being a part of the Metropolitan Planning Organization meant for the township. The designation will mean that there is government funding available for transportation projects.

Hannon stated that the proposed development at 1712 South Garfield will most likely meet the landscaping standards set forth in the ordinance. An updated site plan will be submitted and will be handled administratively.

Staff is watching a housing seminar presented by the Michigan Association of Planning.

6. Unfinished Business

None

7. New Business

a. PD 2023-13 – Planning Commission 2022 Annual Report (7:22)

The 2022 Charter Township of Garfield Planning Commission Annual Report was prepared pursuant to the requirements of Section 19(2) of the Michigan Planning Enabling Act. Staff reviewed the 2022 Annual Report with commissioners.

DeGood moved and Fudge seconded THAT the 2022 Planning Commission Annual Report, as provided in Planning Department Report 2023-13, BE APPROVED and FORWARDED to the Township Board.

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

Nays: None

b. PD 2023-14 – 2023 Priorities and Master Plan Implementation Matrix (7:25)

Hannon reviewed the report with commissioners and discussed all of the pre planning activities that had already taken place in the past year in

preparation for the Master Plan update. Staff reviewed what priorities were completed in 2022 and looked to priorities for 2023. Priorities for 2023 include roadway and transportation planning and corridor management, the creation of redevelopment districts, some zoning ordinance reviews and the Master Plan development.

c. PD 2023-15 – Master Plan Update – Next Steps (7:39)

Sych reviewed a preliminary draft of the Existing Condition Report of which some information will be included in the Master Plan and will help to drive the Master Plan. He added that he hopes to be wrapping up the Master Plan by February of 2024. Commissioners suggested incorporating plans to convert the railroad on the west side of the Boardman River to trails into the non-motorized section of the Master Plan. Community engagement activities and regional transportation issues were discussed. Discussion took place on how to define and tie together various nodes of the township.

8. Public Comment (8:23)

None

9. Other Business (8:23)

Photos of Recent Development Projects

Hannon shared pictures of recent developments in the township.

10. Items for Next Agenda – February 8, 2023 (8:41)

a. TC Christian School Child Care, Church of the Living God SUP – Update

b. Chelsea Park West Apartments PUD Minor Amendment

Discussion of agenda items for joint meeting will also be discussed.

11. Adjournment:

Fudge moved to adjourn the meeting at 8:44pm.

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

 Charter Township of Garfield Planning Department Report No. 2023-21		
Prepared:	February 1, 2023	Pages: 2
Meeting:	February 14, 2023 Township Board	Attachments: ☐
Subject:	Planning Department Monthly Report for February 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:

Birmley Hills – Site Condominium

- *Location:* South of existing Birmley Hills Estates subdivision, south of Birmley Road
- *Development Description:* Proposed 35-lot single-family residential site condominium
- *Status:* The application was introduced at the Planning Commission meeting on 10/26/2022, the public hearing was held on 11/9/2022, and the Planning Commission approved the Findings of Fact and recommended approval to the Township Board on 12/14/2022. The Township Board approved the application with conditions at the meeting on 1/10/2023.

Northern Lakes Community Church / Loving Neighbors Preschool – Special Use Permit

- *Location:* 5444 Herkner Road, near intersection with North Long Lake Road
- *Development Description:* Proposed childcare center in existing church building
- *Status:* The application was introduced at the Planning Commission meeting on 11/9/2022 and a public hearing was held at the 12/14/2022 meeting. The Planning Commission approved Findings of Fact and approved the application with conditions at its 1/11/2023 meeting.

Church of the Living God / Traverse City Christian School ELC – Special Use Permit

- *Location:* 1514 Birmley Road, north side of Birmley Road
- *Development Description:* Proposed childcare center in existing church building
- *Status:* The application was introduced at the Planning Commission meeting on 12/14/2022 and a public hearing was scheduled for 1/11/2023. However, the applicant indicated they encountered some challenges with costs and that they may not be going forward with the project at this location. The Planning Commission did not hold the public hearing and tabled the application to allow the applicant to determine their next steps.

Oleson Foundation Development Plan – Conceptual Review

- *Location:* North US 31 South, north of Rennie School Road
- *Development Description:* Future mixed-use zoning plan for undeveloped 190-acre parcel
- *Status:* The Planning Commission reviewed and discussed a conceptual zoning plan for the Oleson Foundation property at its 1/11/2023 meeting.

Chelsea Park PUD / Chelsea Park West Apartments – Minor Amendment

- *Location:* Chelsea Lane, north of Hartman Road, east of US 31
- *Development Description:* Construction of the previously approved Chelsea Park West apartments is near completion; however, there are minor changes and issues to be addressed.

- *Status:* The Planning Commission reviewed a proposed amendment to the Chelsea Park Planned Unit Development (PUD) to consider several minor changes to the Chelsea Park West apartments at its meeting on 1/11/2023. Several issues with the site plan still need to be resolved, therefore the Planning Commission tabled the application to allow time for the applicant to resolve these issues.

NEW APPLICATIONS:

The Planning Department has received the following applications for development review:

Pine Grove Homes – Special Use Permit

- *Location:* 4030 Meadow Lane Drive, at intersection of Meadow Lane Drive and US 31 South
- *Development Description:* Proposed site for mobile home sales (sale of prefabricated structures)
- *Status:* Currently being reviewed for completeness by Staff

Ligon Bed and Breakfast – Special Use Permit Amendment

- *Location:* 5876 Hainey Lane, near the intersection of Gray Road and Cedar Run Road
- *Development Description:* Proposed expansion of existing bed and breakfast operation
- *Status:* Currently being reviewed for completeness by Staff

PLANNING:

Other Planning Department activities include the following:

- The 30-day public review period for the Township's 2023-2027 Five-Year Parks and Recreation Master Plan concluded on 1/10/2023. The public hearing on the Plan was also held at the Township Board meeting on 1/10/2023, and the Board adopted the Plan following the public hearing. Staff compiled the complete adopted Plan, including all appendices, and submitted the Plan online to the Michigan Department of Natural Resources (DNR) for their review and acceptance.

The updated Plan allows the Township to maintain eligibility for DNR grant programs such as the Michigan Natural Resources Trust Fund (MNRTF) and others. Staff and the Parks and Recreation Commission will be working on preparing grant applications, including for the MNRTF.

The 5-Year Parks and Recreation Master Plan includes the Grand Traverse Commons Natural Area Design Plan. Several of the priority projects from the Design Plan will be the focus for upcoming grant applications. The Parks and Recreation Commission also agreed to form a subcommittee to help guide the next steps for the mountain biking portion of the Commons Natural Area.

- The Planning Commission reviewed their 2022 Annual Report and 2023 Priorities / Master Plan Implementation Matrix at their study session on 1/25/2023. The Master Plan update is the main project for 2023. The Township Board and the Planning Commission will hold a joint meeting on Tuesday, February 28; topics will include the Master Plan update process and a presentation from the Grand Traverse County Road Commission.

STAFF:

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

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

 Charter Township of Garfield Planning Department Report No. 2023-20		
Prepared:	February 1, 2023	Pages: 5
Meeting:	February 8, 2023	Attachments: ☒
Subject:	Chelsea Park West PUD Minor Amendment	
File No.	SPR 2000-09-M	Parcel No. 05-021-066-00
Applicant/Owner:	Bennett Donaldson/JB Donaldson Company	
Agent:	Bill Crain/Crain Engineering LLC	

SUBJECT PROPERTY:

Located north of Hartman Road and east of US-31, the Chelsea Park Planned Unit Development (PUD) was approved in 2000 with a total of 326 residential units. A portion of the PUD, known as Chelsea Park West, was originally approved for an apartment complex containing 172 units in 2000. The following subsequent amendments were made to the PUD plan for the Chelsea Park West area:

- In 2019, a Major Amendment resulted in an increase of 20 apartments for a total of 192 units in Chelsea Park.
- In 2020, a Minor Amendment increased the number of carports and reconfigured the maintenance building and dumpsters.
- In 2021, a Minor Amendment expanded Chelsea Park West to the east by replacing four (4) previously approved 12-unit residential buildings and attached garages with two 24-unit apartment buildings with no carports.
- In 2022, an Administrative Amendment added a swimming pool and fire pit at the clubhouse area. A swimming pool was part of the 2019 amendment but then removed. This amendment restored the swimming pool.
- In 2022, an application for a Minor Amendment was made to reflect several changes to the site plan. The application was tabled by the Planning Commission at its meeting on January 11, 2023 to allow time for the applicant to resolve outstanding items.

STAFF REVIEW COMMENTS:

In review of an updated site plan set submitted on January 31, Staff has the following comments:

Site Plan Set

The following site plan sheets were provided:

<u>Sheet Description</u>	<u>Sheet No.</u>	<u>Date</u>
Previous Approved PUD Plan for Chelsea Park West	C-1	May 8, 2022
Site Modifications to PUD (Clouded areas highlight changes to the Site Plan)	C-1C	January 30, 2023
Amended Site Plan	C-1	January 30, 2023
Amended Site Plan – North Half	C-2	January 30, 2023
Utility Plan	C-2A	January 30, 2023
Amended Site Plan – South Half	C-3	January 30, 2023
Stormwater Plan	C-3A	January 30, 2023
Construction Details	C-4	January 30, 2023
Landscape Plan	L-1	January 30, 2023
Lighting Plan (Buildings #9 and #10)	1 of 1	May 5, 2021
Lighting Plan (Chelsea Park West)	1 of 1	July 2, 2019

Scales are needed for the following sheets: C-1 (dated May 8, 2022), C-1C, and C-1 (dated January 30, 2023).

Parking and Car Ports

Per Amended Site Plan – North Half C-2 and Amended Site Plan – South Half C-3, there are 240 carports and 203 open parking spaces. Labeling and identification of parking spaces and carports on the site plan sheets has been corrected. Based on a Staff visit to the site on January 26, the applicant is making progress in adjusting the parking space striping so that it matches with the location of the carport columns.

Compactor Building

All four dumpsters have been removed. A single building for compacting trash and recycling is located across from the clubhouse. This change was previously approved in the 2020 Minor Amendment.

The applicant is making alterations to the compactor building to allow for easy drop-off garbage. Until alterations are finished, a dumpster has been temporarily placed next to the compactor building. The temporary dumpster shall be removed once alterations to the compactor building are completed.

Walking Path Adjustments

Adjust access points to the walking path around wetland area near Buildings #1 and #4 due to topography constraints. The walking path near Building #1 now traverses between a sediment forebay and stormwater basin. A footbridge is proposed for this area as noted on Sheet C-1C.

Electric Car Charging Stations

Six (6) electric car charging stations are proposed at the following locations:

- South of Building #2
- East of Building #4
- Southwest of Building #5
- South of Building #7
- West of Building #9
- West of Building #10

The charging stations are to be relocated to the edge of the sidewalk, adjacent to the parking space. The charging station located east of Building #4 should be moved to the edge of the sidewalk, adjacent to the parking space.

Raised Bed Garden

An 800-square-foot raised bed garden is proposed to be constructed north of Building #9.

Bike Racks

Compared to previous plans, one additional bike rack has been provided. Each rack contains 8 bike parking spaces. Nine (9) bike rack locations are provided at the following locations:

- South of Clubhouse
- East of Building #2
- Northeast of Building #4
- South of Building #4
- Southwest of Building #7
- Southeast of Building #8
- Northeast of Building #5
- Northwest of Building #9

- West of Building #10

Swimming Pool and Gas Fire Pit

As previously noted, a swimming pool and gas fire pit were added as part of an Administrative Amendment in 2022. These items are shown on the current site plan.

Emergency Gate

The driveway off Hartman Road to Building #7 has always been identified as an emergency access only. Installation of an emergency gate is shown just west of Building #7. Metro Fire has reviewed and approved the gate installation.

Unapproved Parking/Storage Areas

There are two existing unapproved parking/storage areas:

- The first location is on the east side of Hartman Road. This area was in place prior to the construction of Chelsea Park West and appears to function as an informal vehicle turnaround, parking, and storage area. This area is identified as Area #1 in the aerial image below.

The applicant is proposing removal of the gravel area, planting of trees, and coordinating with the Road Commission on improvement of this area per Sheet C-1 dated January 30, 2023. Six trees are proposed over a 150-foot stretch. Staff recommends that the trees to be planted are specified as evergreens in accordance with the Zoning Ordinance.

- The second location is off the emergency access drive between Hartman Road and the proposed emergency gate location. This area is identified as Area #2 on the aerial image below. The applicant is proposing removal of the gravel area and installing topsoil, seed, and mulch.



Landscaping Plan

The landscaping plan proposes twelve (12) trees along the west side of Building #1 along Hartman Road at a spacing of 30 feet. These trees have yet to be installed. Staff recommends that the trees to be planted are specified as evergreens in accordance with the Zoning Ordinance.

Photometric Plan Sheet

Two updated lighting plan sheets have been submitted. As presented, the plan sheets meet Zoning Ordinance requirements.

East Side Path

The proposed path along the east side of Buildings #9 and #10 is located on the adjacent parcel which is the open space owned by Chelsea Park II. The applicant submitted a Declaration of Ingress and Egress Easement from the Developer (Broad Condominium, LLC) and the Master Deed for Chelsea Park that addresses maintenance, repair, and replacement for all roads and walks. The Declaration provides the applicant the right to use, expand, and tie into all roads and walks while the Master Deed provides for shared maintenance of roads and walks. Therefore, the use and maintenance of the path are addressed in these recorded documents.

FINDINGS:

A review of the criteria in Section 423.G(4)(b) of the Zoning Ordinance offers the following findings:

(i) No previous amendments have been granted that, together with the proposed amendment, would exceed the standards of this section;

This is the fifth amendment to the Chelsea Park PUD specifically to Chelsea Park West apartments since 2019. Previous amendments are noted above.

For this amendment, the applicant is proposing the following primary changes:

- Additional carports
- Relocate walking paths
- Installation of electric car charging stations
- Installation of raised garden bed
- Installation of two central mailbox locations
- Relocate bike racks
- Installation of emergency gate
- Provision of additional landscaping

The previous amendments with this proposed Minor Amendment do not exceed the standards of this section.

(ii) There will be no detrimental impact on any adjacent property caused by significant change in the appearance or use of the property or any other contributing factor;

The proposed changes are minor in nature and do not alter the site layout. It is not expected to create any detrimental impact on adjacent property.

(iii) Nothing in the currently valid special use permit precludes or otherwise limits such expansion or enlargement;

While there are several changes planned for the site, there are no new uses nor sizeable building expansions. The current PUD approval does not restrict or prevent the proposed improvements.

(iv) The proposal conforms to this ordinance and is in keeping with the spirit and intent of the master plan; and

The proposed changes provide for improved operation of the site with additional amenities. These changes conform to the Zoning Ordinance and are in keeping with the spirit and intent of the Master Plan.

(v) The amendment proposes no increase in density

The PUD amendment proposes no increase in residential dwellings.

ACTION REQUESTED:

Following an opportunity for Planning Commission discussion, if the Commission is prepared to decide on the application, the following separate motions in support of approval are offered for consideration:

MOTION THAT Findings of Fact for application SPR 2000-09-M, included in PD Report 2023-20 and forming part of this motion, BE APPROVED.

MOTION THAT application SPR 2000-09-M, submitted by JB Donaldson to amend the site plan for the Chelsea Park West apartments portion of the Chelsea Park PUD BE APPROVED with the following conditions:

1. Scales shall be provided on the following site plan sheets: C-1 (dated May 8, 2022), C-1C, and C-1 (dated January 30, 2023).
2. Adjustment to the parking space striping shall be completed so that it matches with the location of the carport columns.
3. The temporary dumpster shall be removed once alterations to the compactor building are completed.
4. The charging station located east of Building #4 shall be moved to the edge of the sidewalk, adjacent to the parking space.
5. The six (6) trees to be planted along the existing turnout area on Hartman Road and the twelve (12) trees to be planted along the west side of Building #1 shall be specified as evergreens in accordance with the Zoning Ordinance.
6. All agency reviews, including review by the Township Engineer, shall be received, and deemed compliant prior to issuing a Land Use Permit or Building Permit.

Any additional information the Planning Commission deems necessary should be added to this motion.

Attachments:

1. Cover letter from William Crain, PE, dated January 31, 2023
2. Site Plan set dated January 30, 2023



Crain Engineering, LLC
Engineering, Consulting & Design

7622 Bott Road
Buckley, MI 49620
Ph: (231) 947-7255
Cell: 231-632-4207
crainengineeringllc@gmail.com

January 31, 2023

Mr. John Sych
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49684

RE: Chelsea Park - West

Dear John:

Attached is updated plan set from last PC meeting and on-site walk thru. Set includes: Updated siteplans, with past approved PUD siteplan, Siteplan showing areas on change and then full plan set of current/proposed changes for new Minor Amendment process. Also included copy of master deed for Chelsea Park which helps with pathway use and maintenance.

Sincerely,

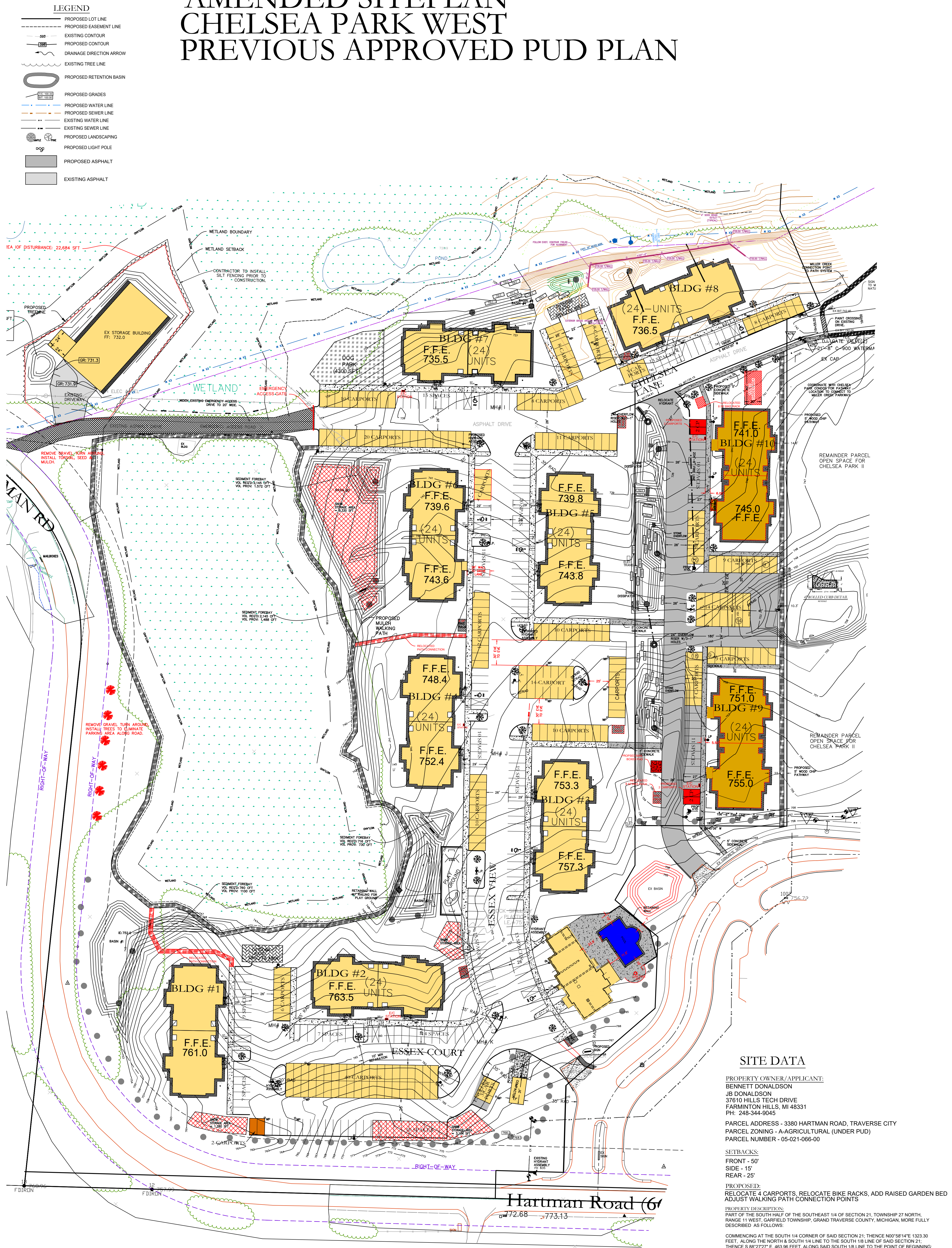
Crain Engineering, LLC.

William Crain

William Crain, P.E.
Project Manager

Cc: Chris Wickline, JB Donaldson

AMENDED SITEPLAN CHELSEA PARK WEST PREVIOUS APPROVED PUD PLAN



SITE DATA

PROPERTY OWNER/APPLICANT:
BENNETT DONALDSON
JB DONALDSON
37610 HILLS TECH DRIVE
FARMINGTON HILLS, MI 48331
PH: 248-344-9045

PARCEL ADDRESS - 3380 HARTMAN ROAD, TRAVERSE CITY
PARCEL ZONING - A-AGRICULTURAL (UNDER PUD)
PARCEL NUMBER - 05-021-066-00

SETBACKS:
FRONT - 50'
SIDE - 15'
REAR - 25'

PROPOSED:
RELOCATE 4 CARPORTS, RELOCATE BIKE RACKS, ADD RAISED GARDEN BED
ADJUST WALKING PATH CONNECTION POINTS

PROPERTY DESCRIPTION:
PART OF THE SOUTH HALF OF THE SOUTHEAST 1/4 OF SECTION 21, TOWNSHIP 27 NORTH,
RANGE 11 WEST, GARFIELD TOWNSHIP, GRAND TRAVERSE COUNTY, MICHIGAN, MORE FULLY
DESCRIBED AS FOLLOWS:
COMMENCING AT THE SOUTH 1/4 CORNER OF SAID SECTION 21; THENCE N00°58'14"E 1323.30
FEET, ALONG THE NORTH & SOUTH 1/4 LINE TO THE SOUTH 1/8 LINE OF SAID SECTION 21;
THENCE S 88°27'27" E, 463.96 FEET, ALONG SAID SOUTH 1/8 LINE TO THE POINT OF BEGINNING;
THENCE CONTINUING S 88°27'27" E, 681.61 FEET; THENCE S 01°32'33" W, 148.37 FEET; THENCE
S 23°56'40" E, 117.55 FEET; THENCE S 60°02'00" W, 237.01 FEET; THENCE SOUTH, 568.18 FEET;
THENCE S 30°04'58" W, 47.32 FEET; THENCE S 49°15'42" E, 67.13 FEET; THENCE S 02°15'46" W,
84.50 FEET; THENCE S 49°05'11" W, 140.06 FEET; THENCE S 01°38'09" W, 102.78 FEET; THENCE N
88°27'21" W, 79.96 FEET; THENCE S 01°02'27" W, 33.00 FEET, TO THE SOUTH LINE OF SAID
SECTION 21 AND THE CENTERLINE OF HARTMAN ROAD; THENCE N 88°27'21" W, 269.98 FEET,
ALONG SAID SOUTH SECTION LINE AND CENTERLINE; THENCE CONTINUING ALONG SAID
CENTERLINE THE FOLLOWING THREE COURSES: 439.49 FEET ALONG A 266.49 FOOT RADIUS
CURVE TO THE RIGHT, WITH A CHORD BEARING N 41°12'37" W, 391.35 FEET, AND A DELTA
ANGLE OF 84°29'28"; THENCE N 06°02'00" E, 337.01 FEET; THENCE 154.05 FEET ALONG A 254.78
FOOT RADIUS CURVE TO THE LEFT, WITH A CHORD BEARING N 11°17'07" W, 151.71 FEET, AND A
DELTA ANGLE OF 34°38'33"; THENCE N 61°23'36" E, 212.62 FEET; THENCE N 00°58'06" W, 445.63
FEET TO THE POINT OF BEGINNING, CONTAINING 19.31 ACRES.

SUBJECT TO THE RIGHT OF WAY OF HARTMAN ROAD OVER THE SOUTHWESTERLY 33 FEET
THEREOF.

SUBJECT TO AND TOGETHER WITH OTHER EASEMENTS OR RESTRICTIONS, OF RECORD.

SHEET
C-1

JOB NUMBER:
179622

CHELSEA PARK WEST APARTMENTS SITEPLAN JB DONALDSON COMPANY

SECTION 21 - TOWN 27 NORTH - RANGE 11 WEST
GARFIELD TWP, GRAND TRAVERSE COUNTY, MICHIGAN

DRWN BY: WLC
DSGN BY: WLC
DATE: 5-8-2022
REV DATE:



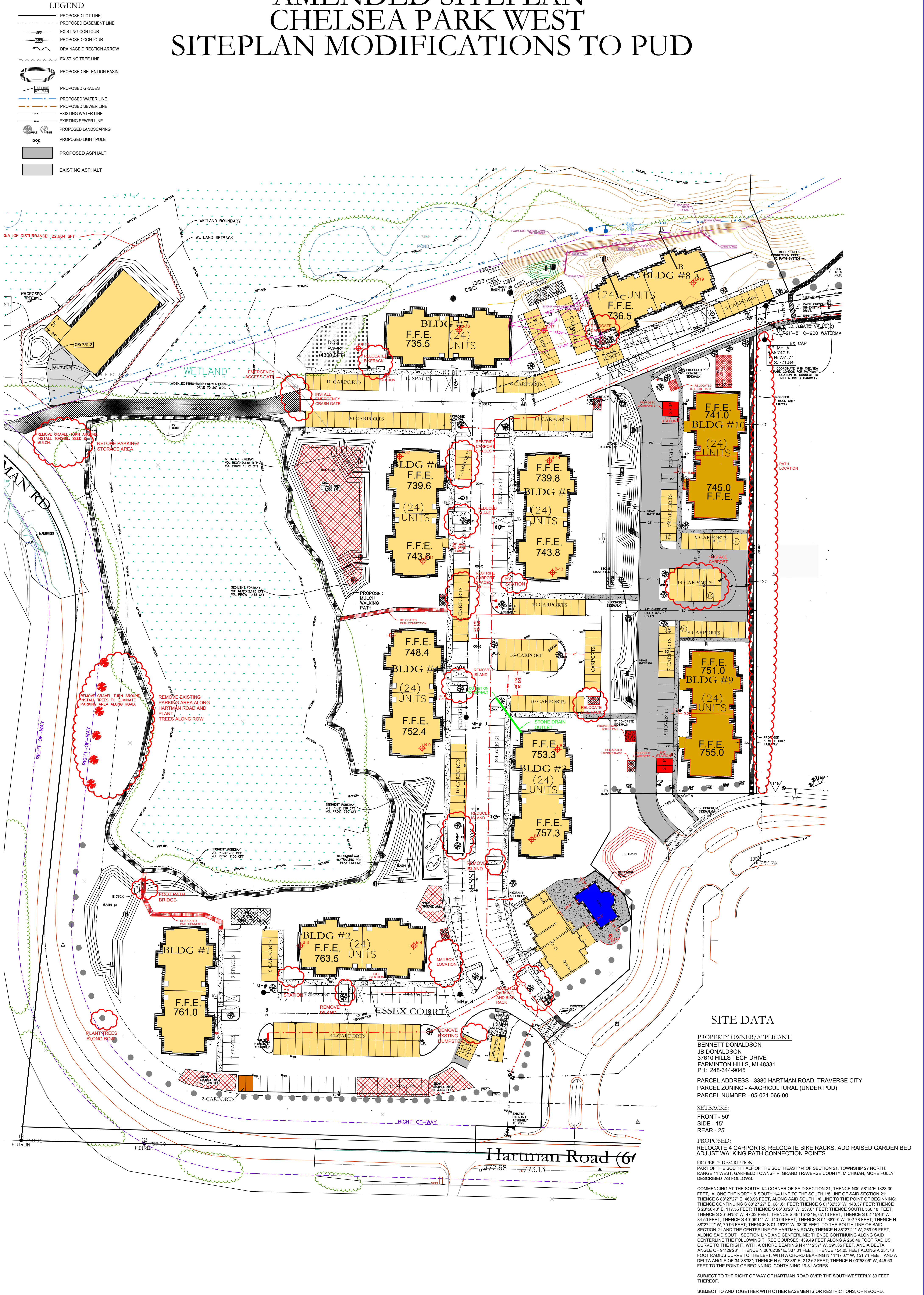
Crain Engineering, LLC
Engineering, Consulting, & Design

7622 Bott Road
Buckley, MI 49620

Phone: (231) 947-7255
Cell: (231) 632-4207

email:crainengineeringllc@gmail.com

AMENDED SITEPLAN CHELSEA PARK WEST SITEPLAN MODIFICATIONS TO PUD



SITE DATA

PROPERTY OWNER/APPLICANT:
BENNETT DONALDSON
JB DONALDSON
37610 HILLS TECH DRIVE
FARMINGTON HILLS, MI 48331
PH: 248-344-9045

PARCEL ADDRESS - 3380 HARTMAN ROAD, TRAVERSE CITY
PARCEL ZONING - A-AGRICULTURAL (UNDER PUD)
PARCEL NUMBER - 05-021-066-00

SETBACKS:
FRONT - 50'
SIDE - 15'
REAR - 25'

PROPOSED:
RELOCATE 4 CARPORTS, RELOCATE BIKE RACKS, ADD RAISED GARDEN BED
ADJUST WALKING PATH CONNECTION POINTS

PROPERTY DESCRIPTION:
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CENTERLINE THE FOLLOWING THREE COURSES: 439.49 FEET ALONG A 266.49 FOOT RADIUS
CURVE TO THE RIGHT, WITH A CHORD BEARING N 41°12'37" W, 391.35 FEET, AND A DELTA
ANGLE OF 64°29'28"; THENCE N 06°02'09" E, 337.01 FEET; THENCE 154.05 FEET ALONG A 254.78
FOOT RADIUS CURVE TO THE LEFT, WITH A CHORD BEARING N 11°17'07" W, 151.71 FEET, AND A
DELTA ANGLE OF 34°38'33"; THENCE N 61°23'36" E, 212.62 FEET; THENCE N 00°58'08" W, 445.63
FEET TO THE POINT OF BEGINNING, CONTAINING 19.31 ACRES.

SUBJECT TO THE RIGHT OF WAY OF HARTMAN ROAD OVER THE SOUTHWESTERLY 33 FEET
THEREOF.

SUBJECT TO AND TOGETHER WITH OTHER EASEMENTS OR RESTRICTIONS, OF RECORD.

SHEET
C-1C

JOB NUMBER:
179622

CHELSEA PARK WEST APARTMENTS SITEPLAN
JB DONALDSON COMPANY

SECTION 21 - TOWN 27 NORTH - RANGE 11 WEST
GARFIELD TWP, GRAND TRAVERSE COUNTY, MICHIGAN

DRWN BY: WLC
DSGN BY: WLC
DATE: 5-8-2022
REV DATE:
1/30/2023 PUD AMENDMENT



Crain Engineering, LLC
Engineering, Consulting, & Design

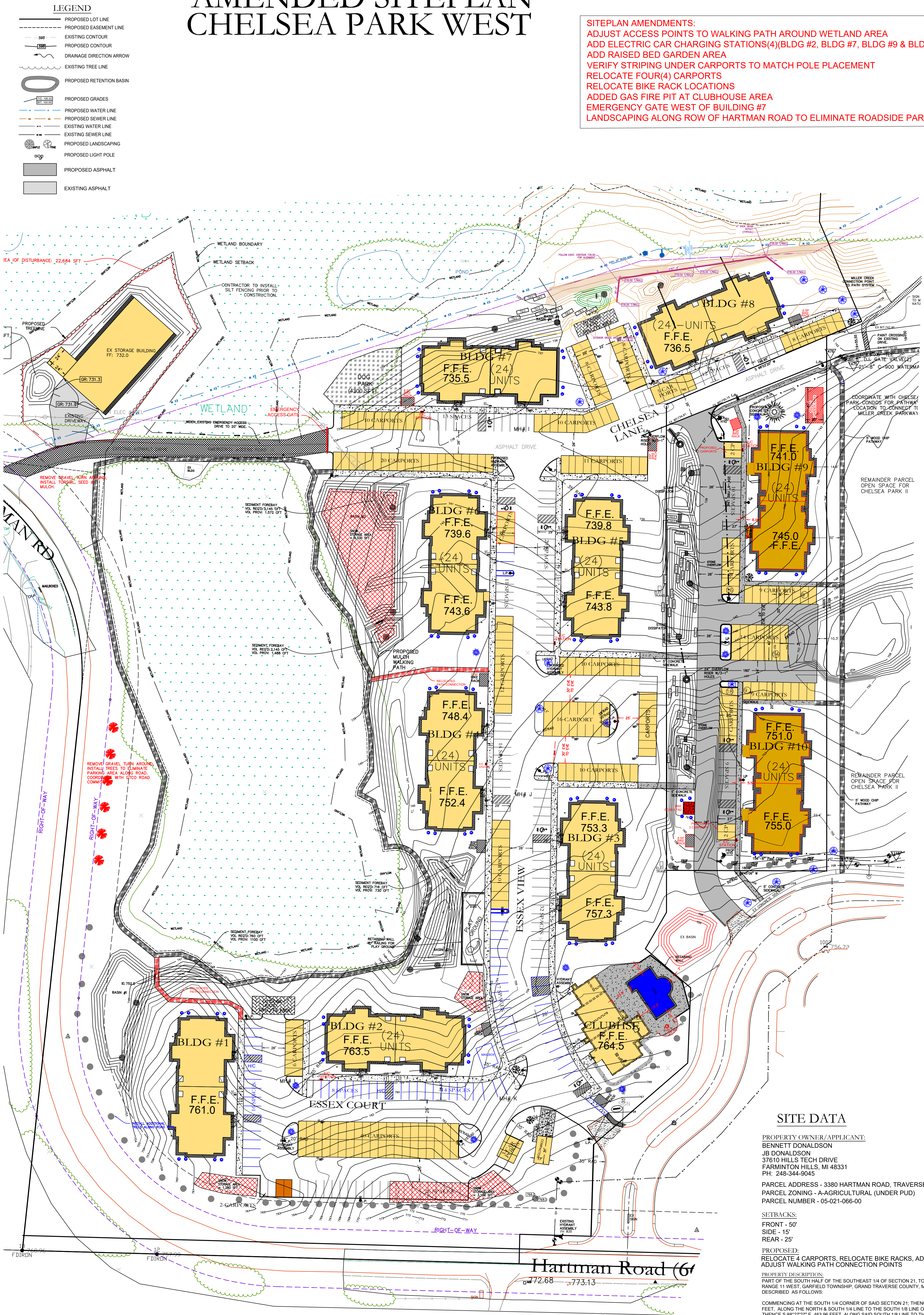
7622 Bott Road
Buckley, MI 49620

Phone: (231) 947-7255
Cell: (231) 632-4207

email:crainengineeringllc@gmail.com

AMENDED SITEPLAN CHELSEA PARK WEST

SITEPLAN AMENDMENTS:
ADJUST ACCESS POINTS TO WALKING PATH AROUND WETLAND AREA
ADD ELECTRIC CAR CHARGING STATIONS(4)(BLDG #2, BLDG #7, BLDG #9 & BLDG #10)
ADD RAISED BED GARDEN AREA
VERIFY STRIPING UNDER CARPORTS TO MATCH POLE PLACEMENT
RELOCATE FOUR(4) CARPORTS
RELOCATE BIKE RACK LOCATIONS
ADDED GAS FIRE PIT AT CLUBHOUSE AREA
EMERGENCY GATE WEST OF BUILDING #7
LANDSCAPING ALONG ROW OF HARTMAN ROAD TO ELIMINATE ROADSIDE PARKING AREA



SITE DATA

PROPERTY OWNER/APPLICANT:
BENNETT DONALDSON
JB DONALDSON
37610 HILLS TECH DRIVE
FARMINGTON HILLS, MI 48331
PH: 248-344-9045

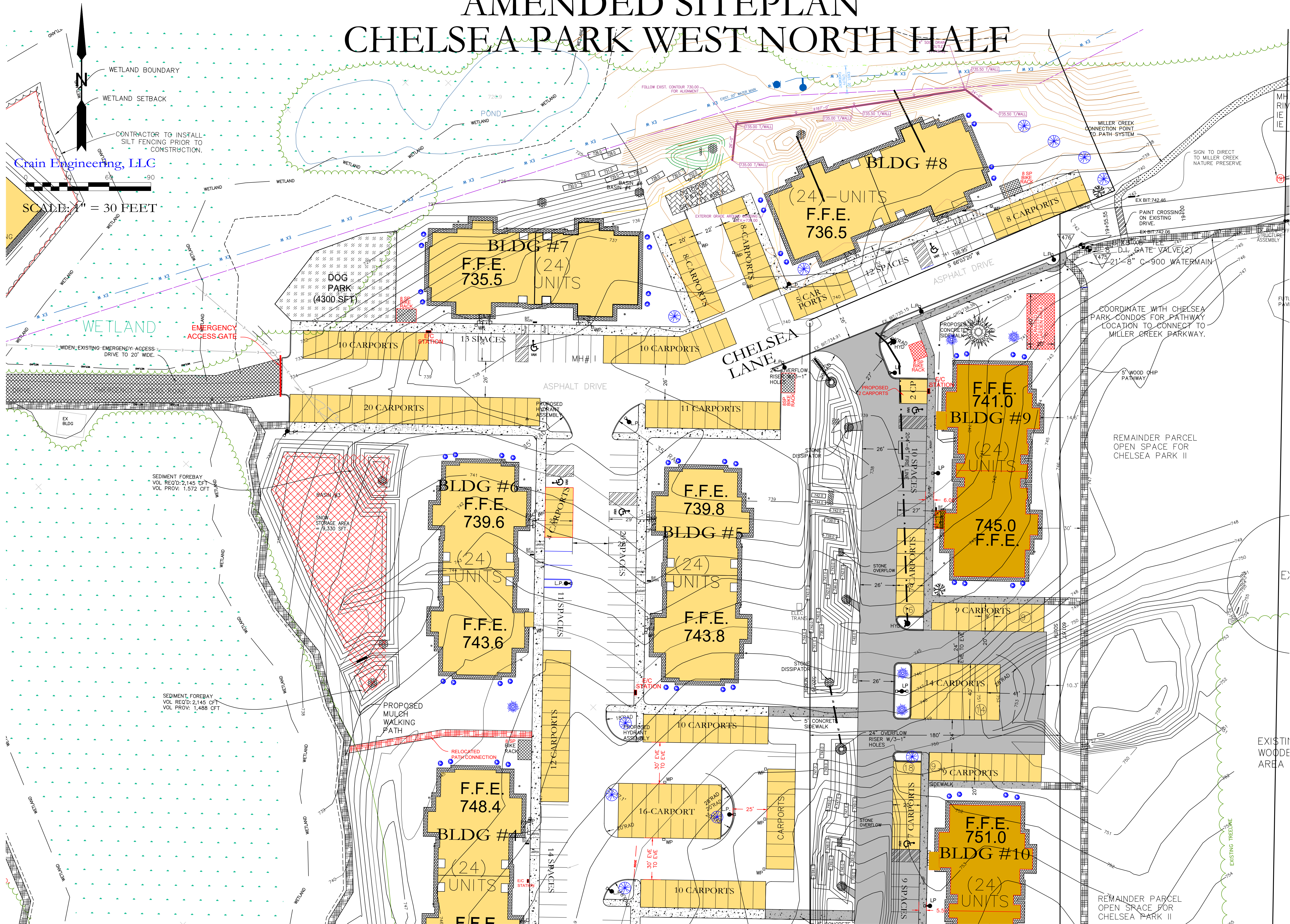
PARCEL ADDRESS - 3380 HARTMAN ROAD, TRAVERSE CITY
PARCEL ZONING - A-AGRICULTURAL (UNDER PUD)
PARCEL NUMBER - 05-021-066-00

SETBACKS:
FRONT - 50'
SIDE - 15'
REAR - 25'

PROPOSED:
RELOCATE 4 CARPORTS, RELOCATE BIKE RACKS, ADD RAISED GARDEN BED
ADJUST WALKING PATH CONNECTION POINTS

PROPERTY DESCRIPTION:
PART OF THE SOUTH HALF OF THE SOUTHEAST 1/4 OF SECTION 21, TOWNSHIP 27 NORTH,
RANGE 11 WEST, GARFIELD TOWNSHIP, GRAND TRAVERSE COUNTY, MICHIGAN, MORE FULLY
DESCRIBED AS FOLLOWS:
COMMENCING AT THE SOUTH 1/4 CORNER OF SAID SECTION 21; THENCE N00°58'14"E 1323.30
FEET, ALONG THE NORTH & SOUTH 1/4 LINE TO THE SOUTH 1/4 LINE OF SAID SECTION 21;
THENCE S 88°27'27"E 463.96 FEET, ALONG SAID SOUTH 1/4 LINE TO THE POINT OF BEGINNING;
THENCE CONTINUING S 88°27'27"E 681.61 FEET, THENCE S 01°32'33"W 148.37 FEET, THENCE
S 23°56'40"E 117.55 FEET, THENCE S 66°03'20"W 237.01 FEET, THENCE SOUTH, 668.18 FEET;
THENCE S 30°04'58"W 47.32 FEET, THENCE S 49°15'42"E 67.13 FEET, THENCE S 02°15'48"W
84.50 FEET, THENCE S 49°05'11"W 140.06 FEET, THENCE S 01°38'09"W 102.76 FEET, THENCE N
88°27'21"W 79.96 FEET, THENCE S 01°16'27"W 33.00 FEET, TO THE SOUTH LINE OF SAID
SECTION 21 AND THE CENTERLINE OF HARTMAN ROAD, THENCE N 88°27'21"W 269.98 FEET,
ALONG SAID SOUTH SECTION LINE AND CENTERLINE, THENCE CONTINUING ALONG SAID
CENTERLINE THE FOLLOWING THREE COURSES: 439.49 FEET ALONG A 266.49 FOOT RADIUS
CURVE TO THE RIGHT, WITH A CHORD BEARING N 41°12'37"W 391.35 FEET, AND A DELTA
ANGLE OF 94°29'28", THENCE N 06°02'09"E 337.01 FEET, THENCE 154.05 FEET ALONG A 254.78
FOOT RADIUS CURVE TO THE LEFT, WITH A CHORD BEARING N 11°17'07"W 151.71 FEET, AND A
DELTA ANGLE OF 34°38'33", THENCE N 61°23'38"E 212.62 FEET, THENCE N 00°58'08"W 445.63
FEET TO THE POINT OF BEGINNING, CONTAINING 19.31 ACRES.
SUBJECT TO THE RIGHT OF WAY OF HARTMAN ROAD OVER THE SOUTHWESTERLY 33 FEET
THEREOF.
SUBJECT TO AND TOGETHER WITH OTHER EASEMENTS OR RESTRICTIONS, OF RECORD.

AMENDED SITEPLAN CHELSEA PARK WEST NORTH HALF



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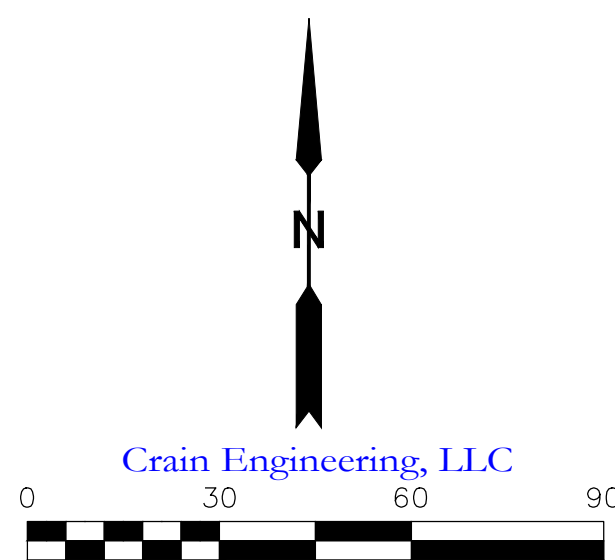
CHELSEA PARK WEST APARTMENTS SITEPLAN
JB DONALDSON COMPANY
SECTION 21 - TOWN 27 NORTH - RANGE 11 WEST
GARFIELD TWP, GRAND TRAVERSE COUNTY, MICHIGAN

DRWN BY: WLC
DSGN BY: WLC
DATE: 12-27-2022
REV. DATE: 1-30-2023 updated locations

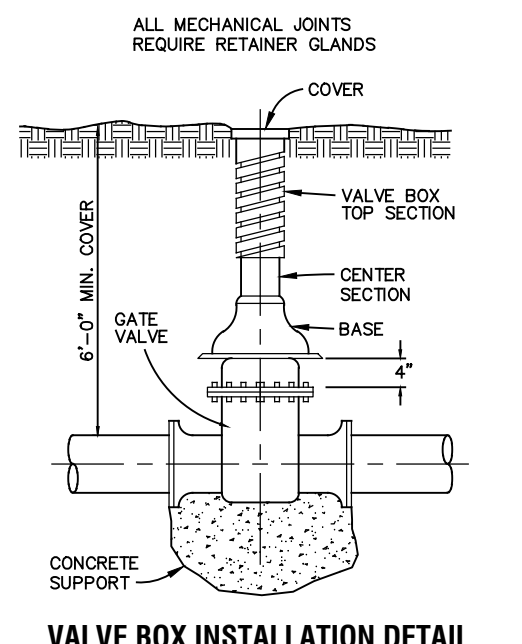
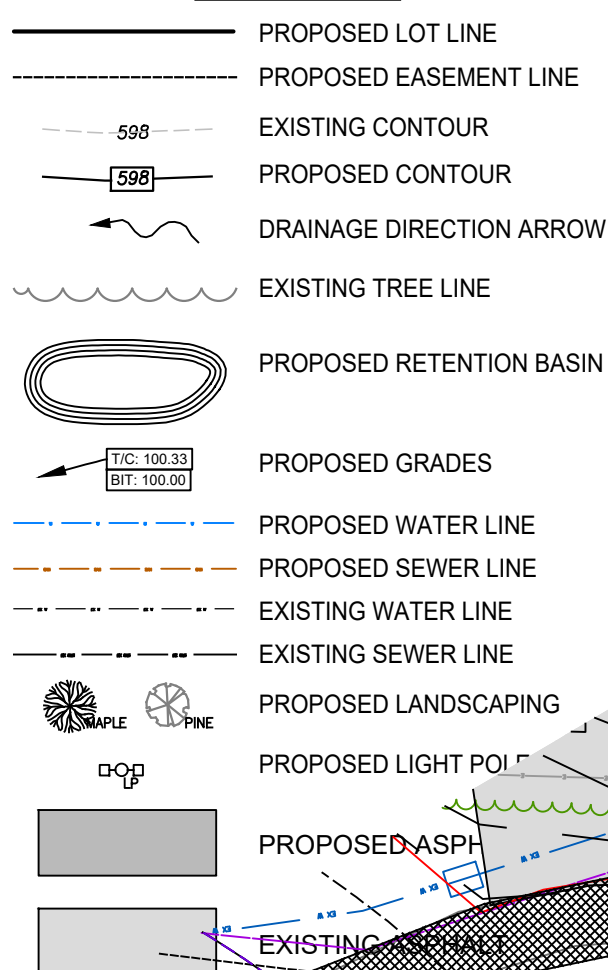
JOB NUMBER:
179622

SHEET **C-2**

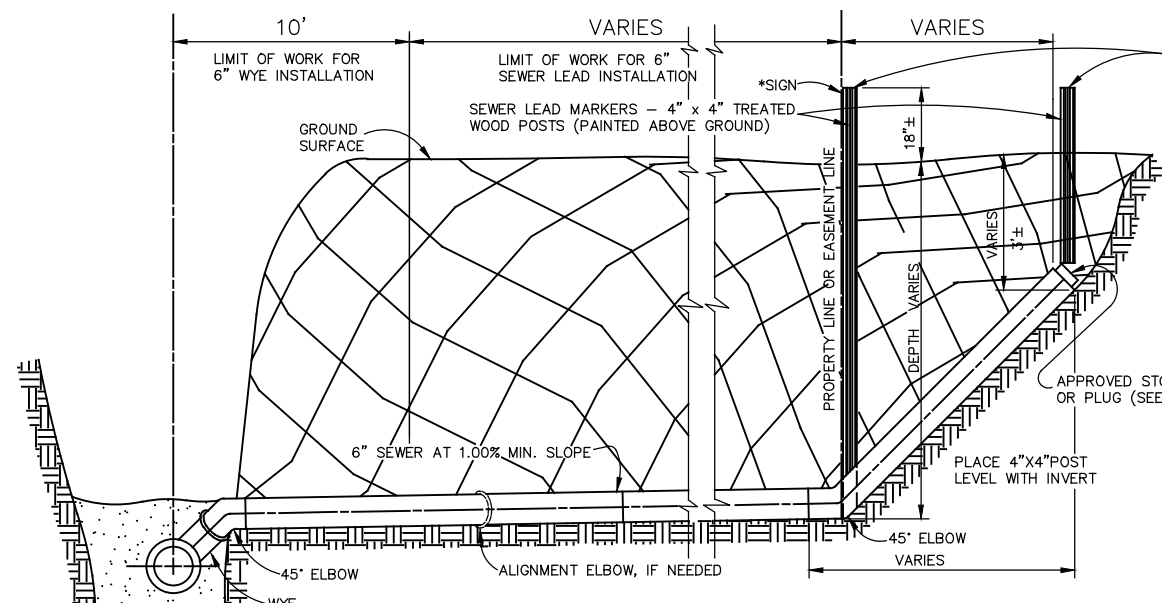
UTILITY PLAN CHELSEA PARK WEST



LEGEND



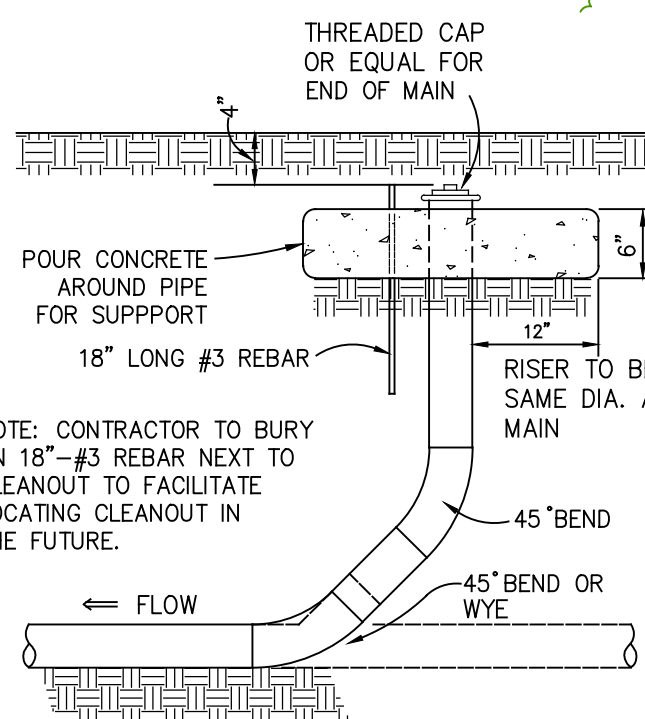
NO SCALE



- NOTES:
1. THE POSITION OF WYES SHOWN ON DRAWINGS IS APPROXIMATE AND IS INTENDED ONLY AS AN INDICATION THAT A WYE IS REQUIRED. ACTUAL POSITIONS WILL BE DETERMINED IN THE FIELD TO MOST CONVENIENTLY SERVE THE PROPERTY INTENDED AND WILL BE RECORDED ON A SET OF AS-BUILT DRAWINGS.
 2. WHEN SEWER LEAD ENDS BENEATH DRIVEWAY, PARKING LOT, ETC., (GRAVEL, CONCRETE, ASPHALT) TOP OF SEWER LEAD MARKER POST SHALL BE 6\"/>

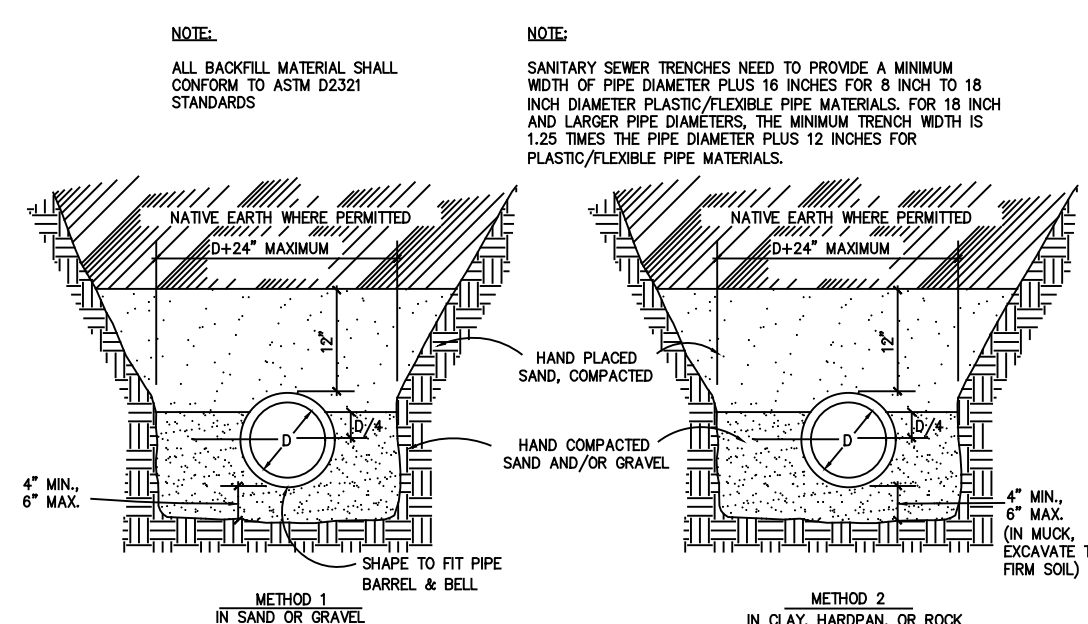
WYE AND SEWER LEAD INSTALLATION DETAIL

NO SCALE



6\"/>

NO SCALE



PIPE BEDDING DETAIL

(CLASS A) NO SCALE

SHEET C-2A

JOB NUMBER:
179622

CHELSEA PARK WEST UTILITY PLAN JB DONALDSON COMPANY

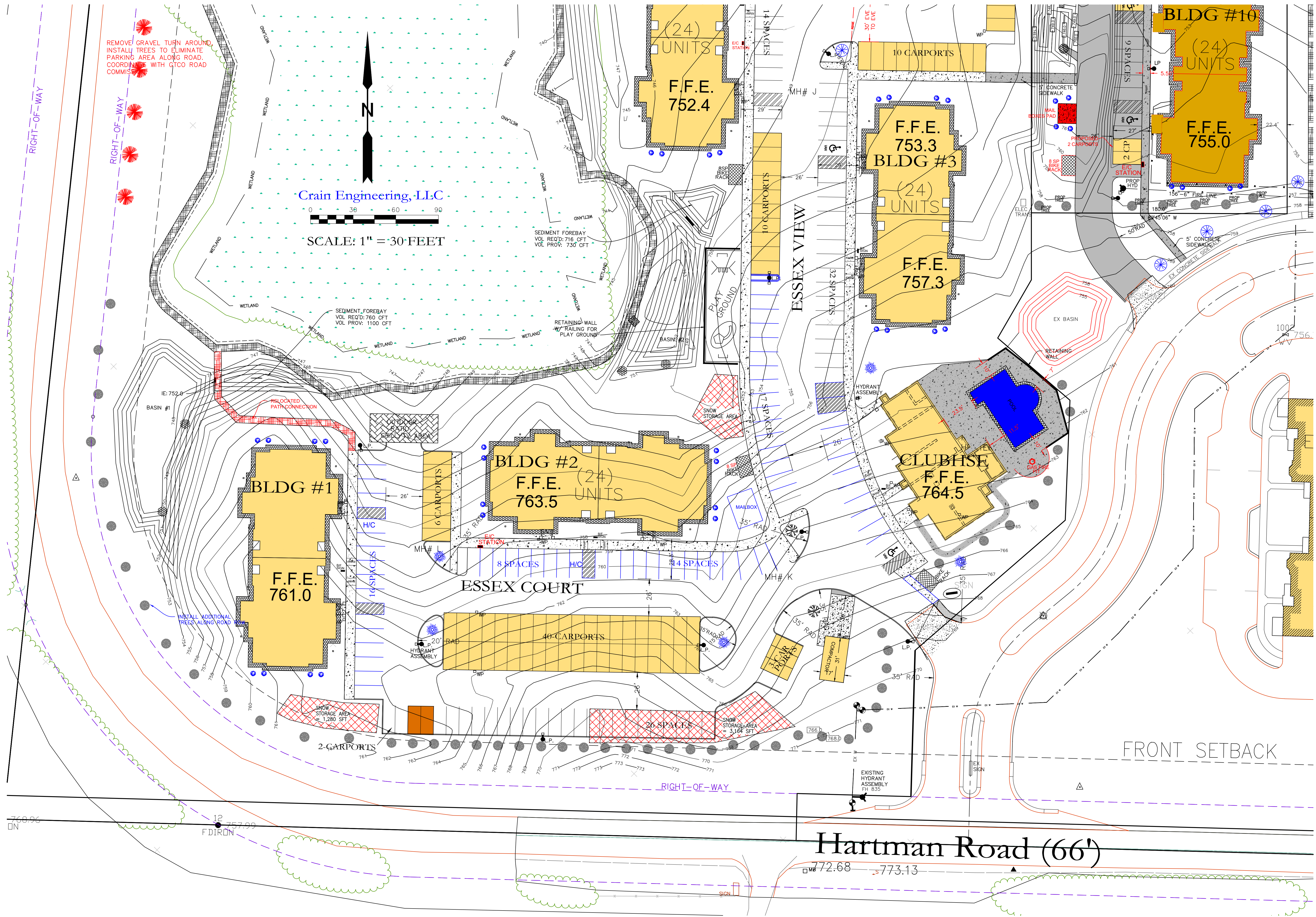
SECTION 21 - TOWN 27 NORTH - RANGE 11 WEST
GARFIELD TWP, GRAND TRAVERSE COUNTY, MICHIGAN

DRWN BY: WLC
DSGN BY: WLC
DATE: 05-05-2021
REV DATE:
07-21-2021 FINAL PLAN SET
09-21-2021 BLDG/STORM REV
09-29-2021 BLDG/STORM REV
1-30-2023 AMENDED SUP

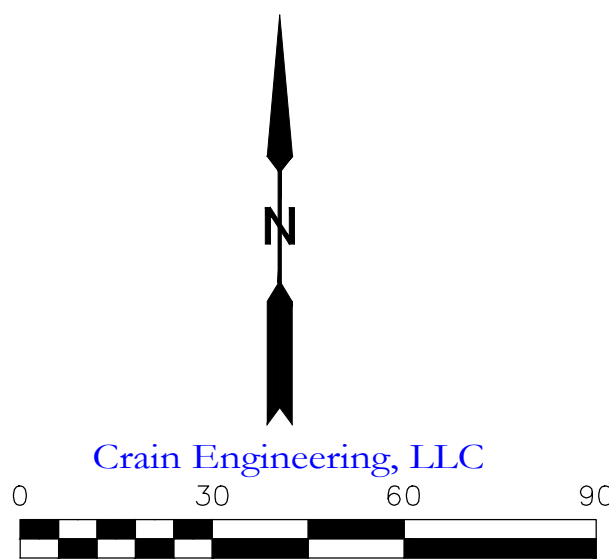


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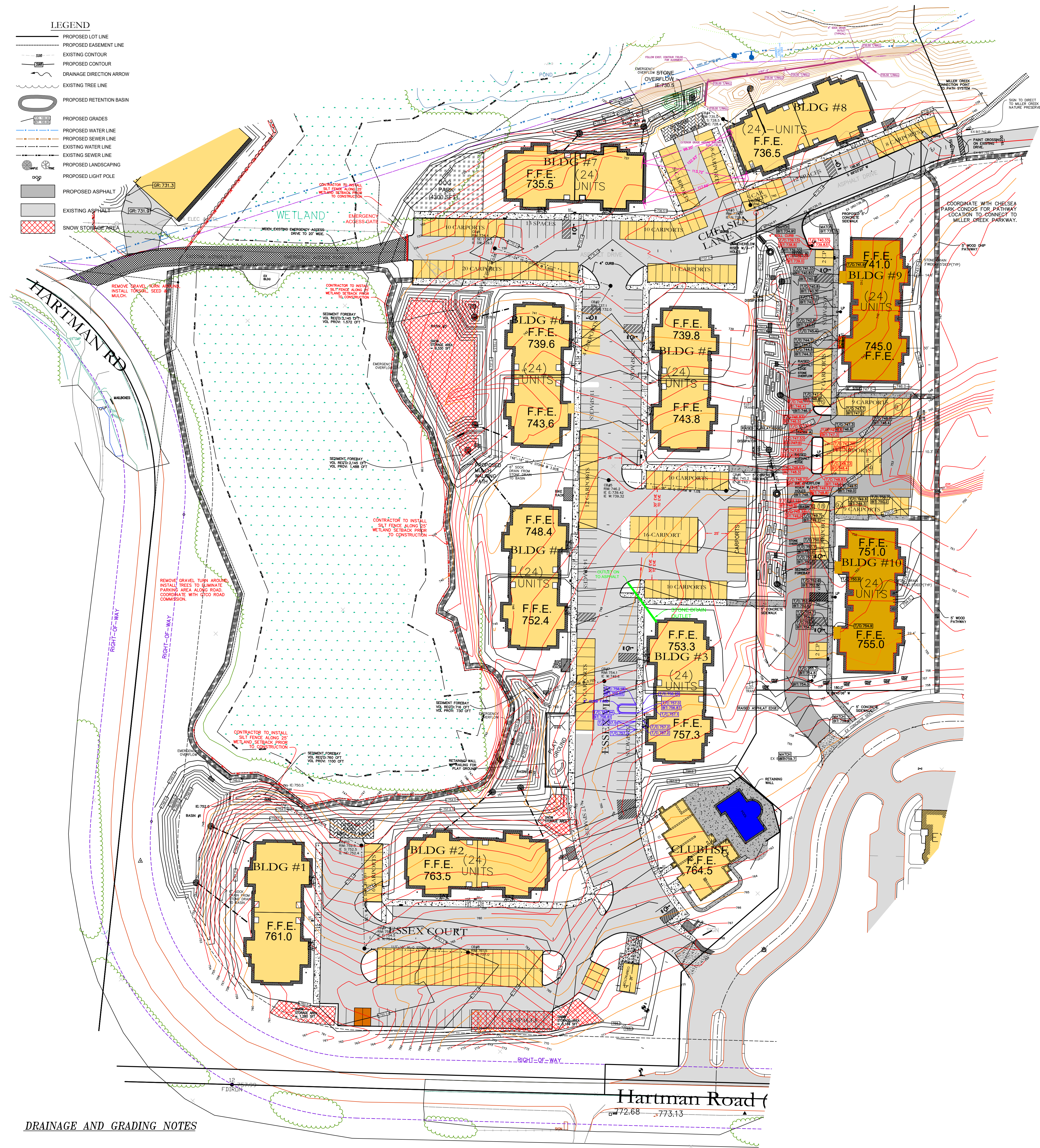


SESC PLAN
CHELSEA PARK WEST



Crain Engineering, LLC

- LEGEND**
- PROPOSED LOT LINE
 - PROPOSED EASEMENT LINE
 - EXISTING CONTOUR
 - PROPOSED CONTOUR
 - DRAINAGE DIRECTION ARROW
 - EXISTING TREE LINE
 - PROPOSED RETENTION BASIN
 - PROPOSED GRADES
 - PROPOSED WATER LINE
 - PROPOSED SEWER LINE
 - EXISTING WATER LINE
 - EXISTING SEWER LINE
 - PROPOSED LANDSCAPING
 - PROPOSED LIGHT POLE
 - PROPOSED ASPHALT
 - EXISTING ASPHALT
 - SNOW STORAGE AREA



DRAINAGE AND GRADING NOTES

1. THE SOIL EROSION MEASURES SHOWN ARE THE MINIMUM CONTROLS TO BE USED ON THIS PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR TEMPORARY AND PERMANENT SOIL EROSION CONTROL MEASURES TO PROTECT THE DISTURBED AREAS AND ADJACENT PROPERTIES FROM ACCELERATED EROSION AND SEDIMENTATION RESULTING FROM PROJECT CONSTRUCTION AT NO ADDITIONAL COST TO THE OWNER.
2. ALL DISTURBED AREAS SHALL BE TOPSOILED, SEEDED, FERTILIZED AND MULCHED OR SODDED. MULCH BLANKET SHALL BE INSTALLED IN AREAS AS DESIGNATED AND SHALL BE INCIDENTAL TO OTHER ITEMS.
3. CONTRACTOR SHALL OBTAIN SOIL EROSION PERMIT PRIOR TO ANY CONSTRUCTION.
4. ALL RETENTION BASINS SHALL HAVE 3 ON 1 SIDE SLOPES. (UNLESS NOTED OTHERWISE)
5. PARKING LOT GRADING IN BARRIER FREE AREAS SHALL NOT EXCEED 2% SLOPE.
6. ALL EXCESS TOPSOIL WILL REMAIN WITHIN THE PROPERTY OWNER'S SITE. IF ADDITIONAL TOPSOIL IS AVAILABLE AFTER TOPSOILING THE CONSTRUCTION AREA, IT WILL BE STOCKPILED WITHIN 1000 FEET OF THE CONSTRUCTION AREA IN A DESIGNATED AREA AS DIRECTED BY THE FIELD ENGINEER.
7. THE CONTRACTOR IS RESPONSIBLE FOR ESTABLISHING GROUND COVER ON AREAS DISTURBED BY CONSTRUCTION AND SHALL REPAIR ALL WASHOUTS AND EROSION DURING THE GUARANTEE PERIOD OF ONE (1) YEAR AFTER GROUND COVER IS ESTABLISHED AT NO ADDITIONAL COST TO THE OWNER.
8. THE PRESENCE OF OTHER THAN GRANULAR MATERIALS IN THE SUB-GRADE SOIL WILL REQUIRE A FULL WIDTH, FIFTEEN INCH, GRANULAR SUB-BASE, MOOT CLASS II OR EQUIVALENT.

SNOW STORAGE CALCULATIONS:
TOTAL PARKING AREA = 34,991 SFT
PROPOSED SNOW STORAGE AREA = 3,500 SFT
(BASED ON 10 SFT/100 SFT PARKING AREA)
PROVIDED SNOW STORAGE AREA = 5,174 SFT
(MULTIPLE AREAS PROPOSED)
SNOW STORAGE IN BASIN #A & B IS 2' DEEP



SHEET C-3A

JOB NUMBER:
179622

STORMWATER PLAN
JB DONALDSON COMPANY
SECTION 21 - TOWN 27 NORTH - RANGE 11 WEST
GARFIELD TWP, GRAND TRAVERSE COUNTY, MICHIGAN

DRWN BY: WLC
DSGN BY: WLC
DATE: 05-05-2021
REV DATE:
07/21/2021 FINAL PLAN SET
09/22/2021 STORM/BLDG REV
09/29/2021 STORM/BLDG REV
1/30/2023 UPDATED PLAN



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email:crainengineeringllc@gmail.com

Summary for Subcatchment A prop: DISTRICT A

Runoff = 2.88 cfs @ 12.07 hrs, Volume= 8,171 cf, Depth= 2.40"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 1.00-72.00 hrs, dt= 0.05 hrs
Type II 24-hr 25-Year Rainfall=3.93"

Area (sf)	CN	Description
14,525	61	>75% Grass cover, Good, HSG B
26,411	98	ASPHALT PARKING/sidewalks
40,936	85	Weighted Average
14,525		35.48% Pervious Area
26,411		64.52% Impervious Area

SEDIMENT FOREBAY DISTRICT A
REQUIRED VOL: 5% OF 8,171 CFT = 409 CFT
PROVIDED VOL: 742 CFT

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
15.0					Direct Entry,

Summary for Pond PA: BASIN A

Inflow Area = 40,936 sf, 64.52% Impervious, Inflow Depth = 2.40" for 25-Year event
Inflow = 2.88 cfs @ 12.07 hrs, Volume= 8,171 cf
Outflow = 0.00 cfs @ 1.00 hrs, Volume= 0 cf, Atten= 100%, Lag= 0.0 min
Primary = 0.00 cfs @ 1.00 hrs, Volume= 0 cf

Routing by Stor-Ind method, Time Span= 1.00-72.00 hrs, dt= 0.05 hrs
Peak Elev= 744.64' @ 24.90 hrs Surf.Area= 3,891 sf Storage= 8,171 cf

Plug-Flow detention time= (not calculated: initial storage exceeds outflow)
Center-of-Mass det. time= (not calculated: no outflow)

Volume #1	Invert	Avail. Storage	Storage Description
	741.00'	14,408 cf	Custom Stage Data (Prismatic) Listed below (Recalc)

Elevation (feet)	Surf. Area (sq-ft)	Inc. Store (cubic-feet)	Cum. Store (cubic-feet)
741.00	738	0	0
742.00	1,513	1,126	1,126
743.00	2,355	1,934	3,060
744.00	3,264	2,810	5,869
745.00	4,239	3,752	9,621
746.00	5,336	4,788	14,408

Device	Routing	Invert	Outlet Devices
#1	Primary	745.00'	45.0 deg x 5.0' long x 0.50' rise Sharp-Crested Vee/Trap Weir Cv= 2.56 (C= 3.20)

Primary OutFlow Max=0.00 cfs @ 1.00 hrs HW=741.00' (Free Discharge)
1=Sharp-Crested Vee/Trap Weir (Controls 0.00 cfs)

Summary for Subcatchment B prop: District B

Runoff = 0.97 cfs @ 12.07 hrs, Volume= 2,748 cf, Depth= 1.91"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 1.00-72.00 hrs, dt= 0.05 hrs
Type II 24-hr 25-Year Rainfall=3.93"

Area (sf)	CN	Description
8,580	98	parking/concrete
8,712	61	>75% Grass cover, Good, HSG B
17,292	79	Weighted Average
8,712		50.38% Pervious Area
8,580		49.62% Impervious Area

SEDIMENT FOREBAY DISTRICT B
REQUIRED VOL: 5% OF 2,748 CFT = 138 CFT
PROVIDED VOL: 340 CFT

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
15.0					Direct Entry,

Summary for Pond PB: BASIN B

Inflow Area = 17,292 sf, 49.62% Impervious, Inflow Depth = 1.91" for 25-Year event
Inflow = 0.97 cfs @ 12.07 hrs, Volume= 2,748 cf
Outflow = 0.00 cfs @ 1.00 hrs, Volume= 0 cf, Atten= 100%, Lag= 0.0 min
Primary = 0.00 cfs @ 1.00 hrs, Volume= 0 cf

Routing by Stor-Ind method, Time Span= 1.00-72.00 hrs, dt= 0.05 hrs
Peak Elev= 738.64' @ 24.90 hrs Surf.Area= 1,807 sf Storage= 2,748 cf

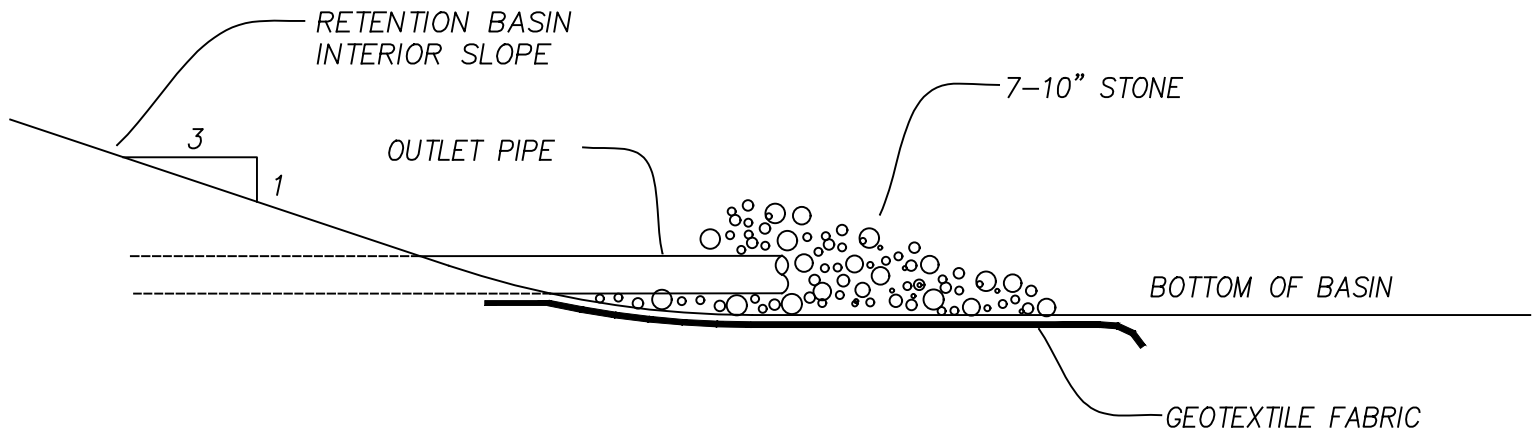
Plug-Flow detention time= (not calculated: initial storage exceeds outflow)
Center-of-Mass det. time= (not calculated: no outflow)

Volume #1	Invert	Avail. Storage	Storage Description
	736.00'	5,825 cf	Custom Stage Data (Prismatic) Listed below (Recalc)

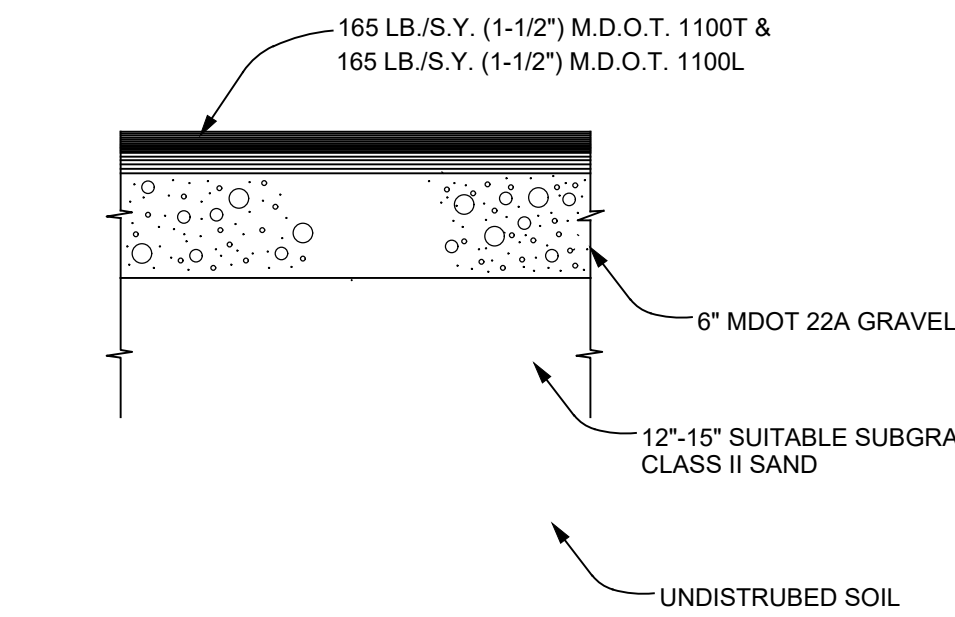
Elevation (feet)	Surf. Area (sq-ft)	Inc. Store (cubic-feet)	Cum. Store (cubic-feet)
736.00	354	0	0
737.00	843	599	599
738.00	1,408	1,126	1,724
739.00	2,035	1,722	3,446
740.00	2,724	2,380	5,825

Device	Routing	Invert	Outlet Devices
#1	Primary	739.00'	45.0 deg x 5.0' long x 0.50' rise Sharp-Crested Vee/Trap Weir Cv= 2.56 (C= 3.20)

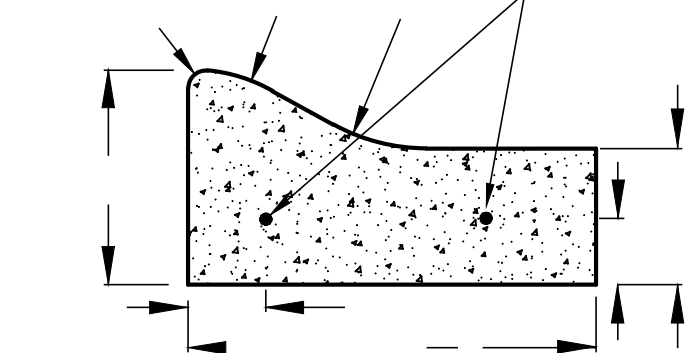
Primary OutFlow Max=0.00 cfs @ 1.00 hrs HW=736.00' (Free Discharge)
1=Sharp-Crested Vee/Trap Weir (Controls 0.00 cfs)



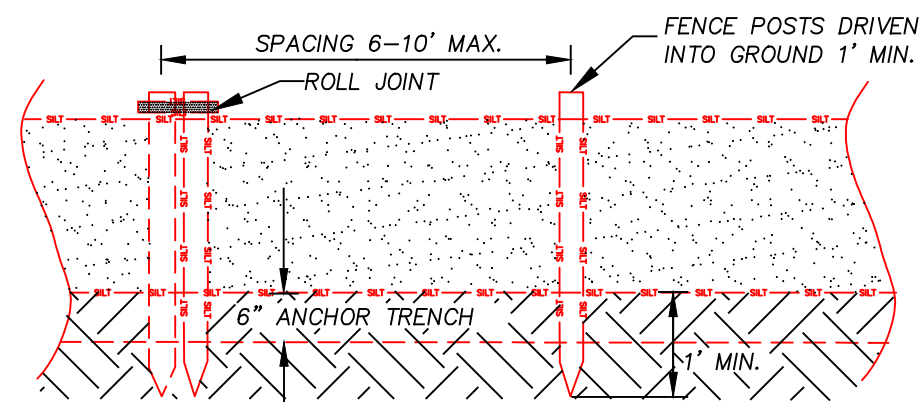
ENERGY DISSIPATOR
NO SCALE



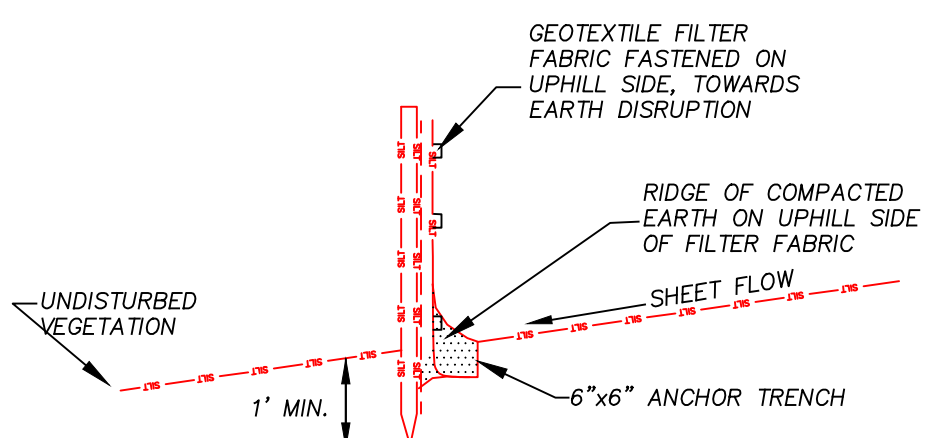
PAVING DETAIL
NO SCALE



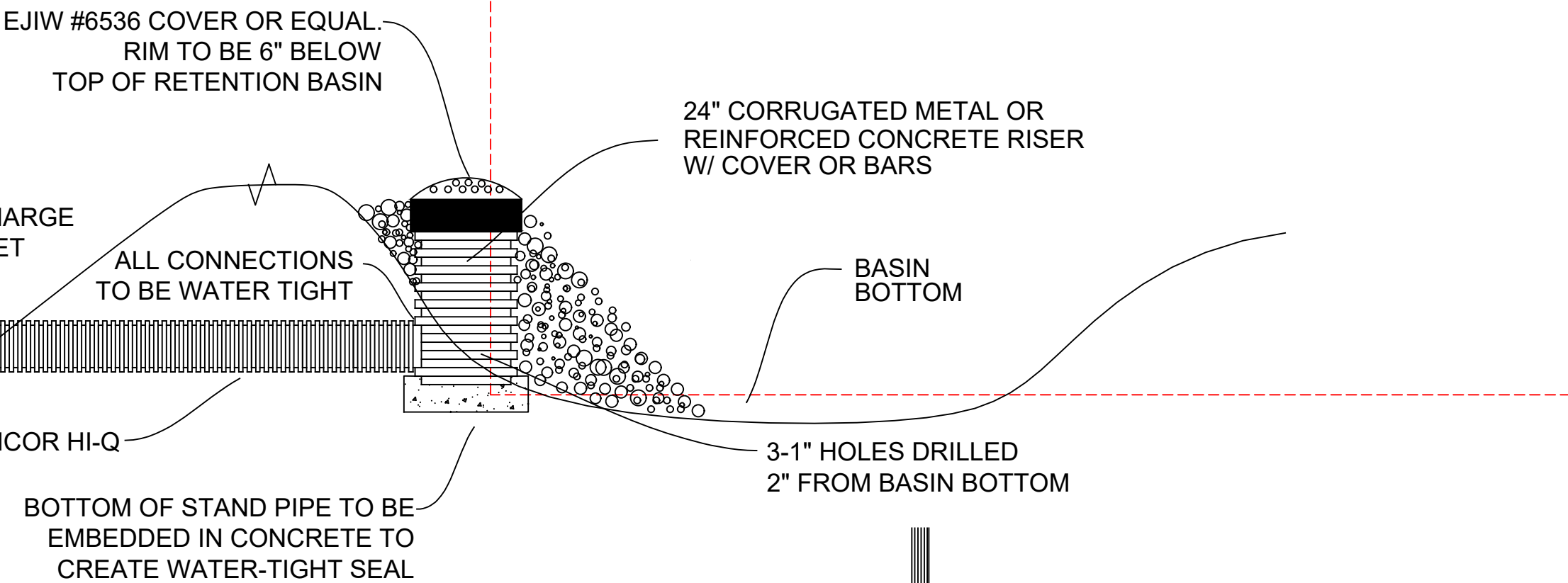
4" ROLLED CURB DETAIL
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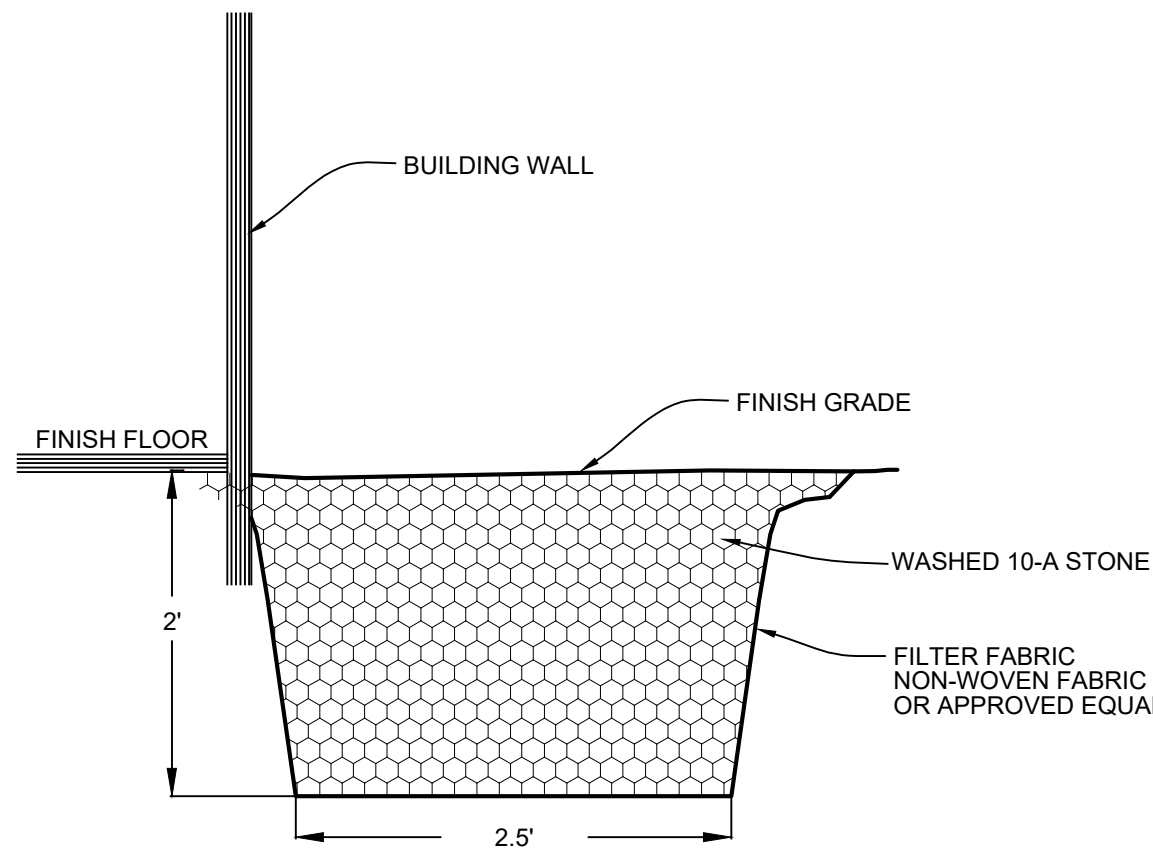
ROLL JOINTS



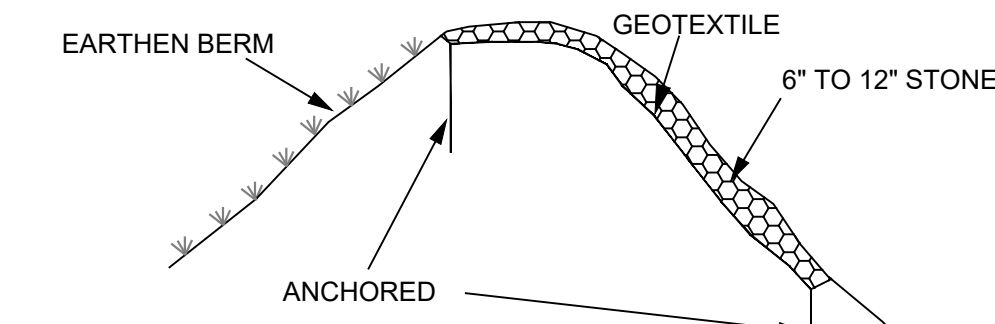
SILT FENCE



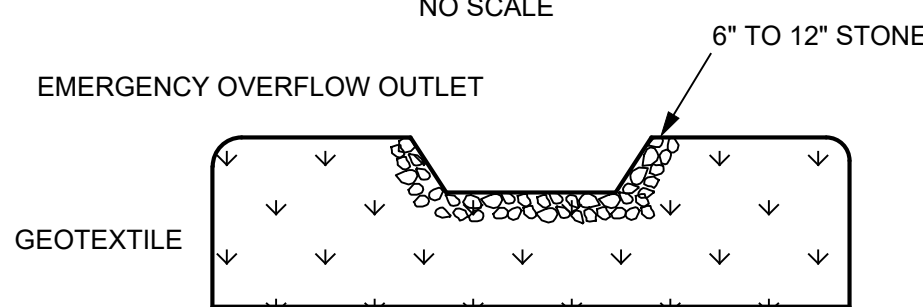
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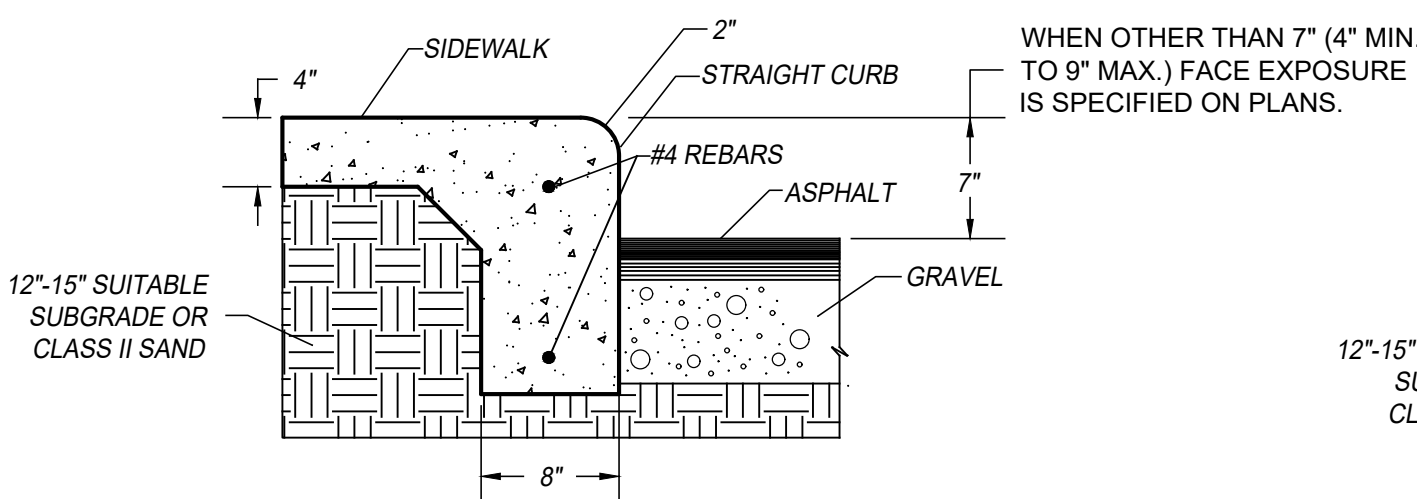
STONE DRAIN DETAIL
NO SCALE



SIDE VIEW
NO SCALE

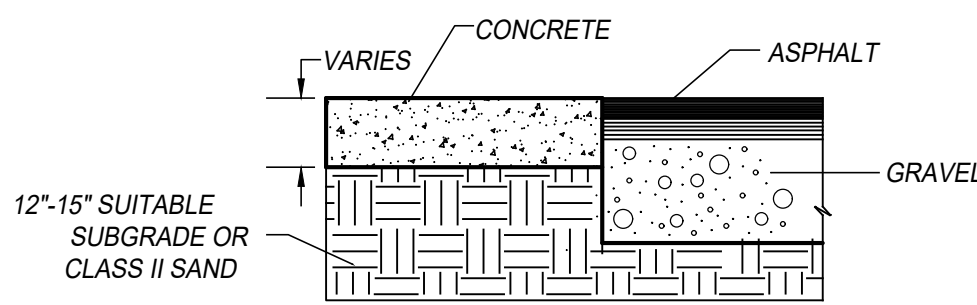


FRONT VIEW
NO SCALE
EMERGENCY OVERFLOW DETAIL



NOTE: SEE PAVING DETAIL FOR ASPHALT & GRAVEL DETAILS

WALKWAY W/ INTEGRAL CURB DETAIL
NO SCALE



NOTE: SEE PAVING DETAIL FOR ASPHALT & GRAVEL DETAILS

ASPHALT/CONCRETE JOINT
NO SCALE

Maintenance Plan & Budget - Chelsea Park West

Annual inspection for sediment accumulation	\$ 275.00
Removal of sediment accumulation every 2 years as needed	\$ 1,500.00
Inspect for floatable and debris annually and after major storms	\$ 125.00
Inspect system for erosion annually and after major storms	\$ 375.00
Re-establish permanent vegetation on eroded slopes as needed	\$ 875.00
Replacement of stone	\$ 150.00
Mowing	\$ 375.00
Inspect structural elements	\$ 150.00
Make structural adjustments as determined by inspections	\$ 275.00
Emergency Inspection by Prof Engineer upon identification of severe problems	\$ 150.00
Annual Budget	\$ 4,250.00

Maintenance Plan Schedule - Chelsea Park West

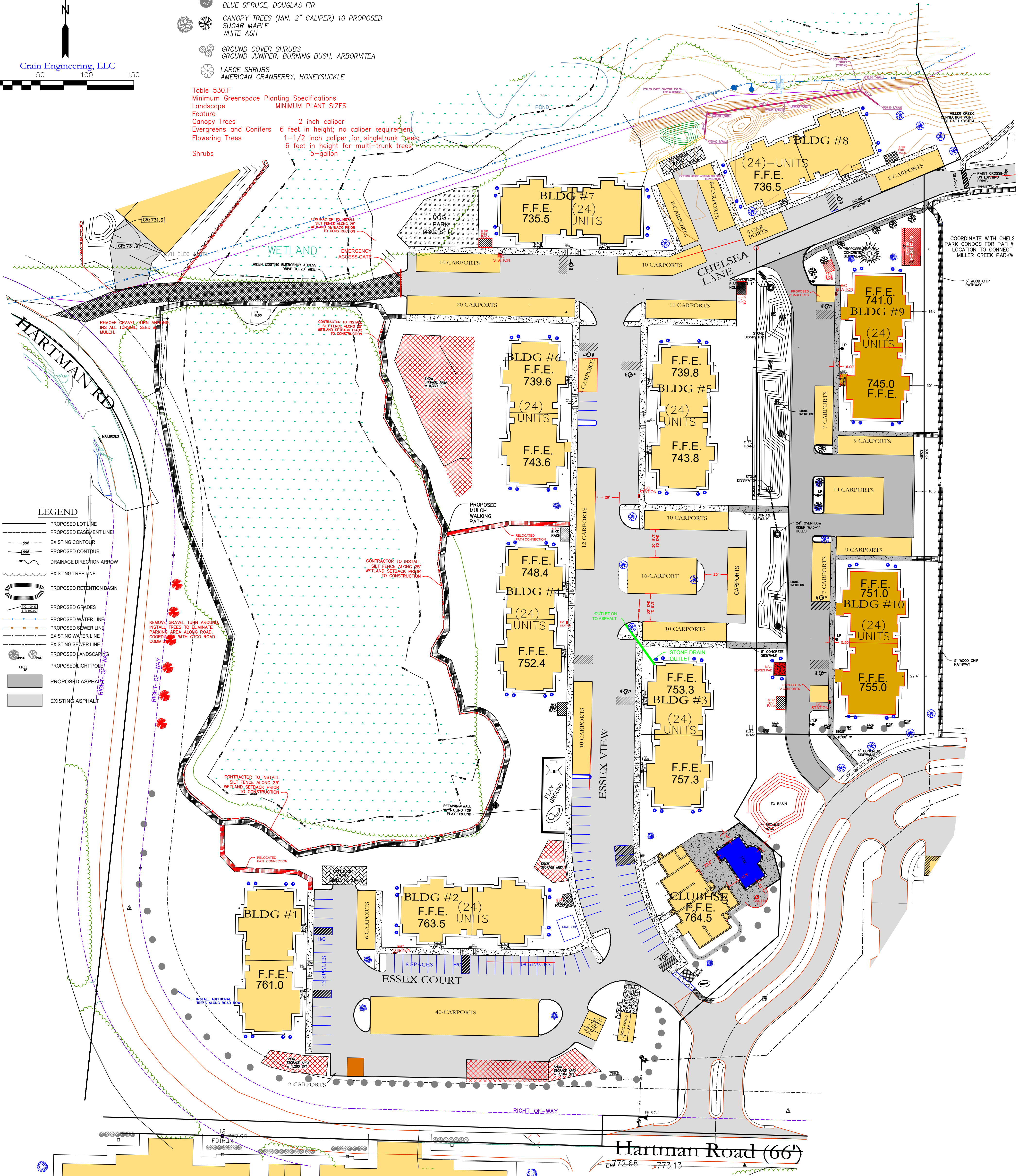
	storm sewer system	risers and sumps	overflow control structure	filtration basin	storm detention areas	Emergency overflow	Schedule
Inspect for sedimentation accumulation	x				x		Annually
Removal of sediment accumulation	x	x			x		Every 2 years as needed
Inspect for floatable and debris				x	x		Annually
Cleaning of floatables and debris				x	x		Annually
Inspection for erosion					x	x	Annually
Re-establish permanent vegetation on eroded slopes				x	x		As needed
replacement of stone			x			x	Every 3-5 years as needed
mowing			x	x	x		0-2 times per year
Inspection of structural elements	x	x	x			x	Annually
Make Structural adjustments determined by inspections	x	x	x	x	x	x	As needed

LANDSCAPING LEGEND

- EVERGREENS & CONIFERS - 7 PROPOSED
BLUE SPRUCE, DOUGLAS FIR
- CANOPY TREES (MIN. 2" CALIPER) 10 PROPOSED
SUGAR MAPLE
WHITE ASH
- GROUND COVER SHRUBS
GROUND JUNIPER, BURNING BUSH, ARBORVITAE
- LARGE SHRUBS
AMERICAN CRANBERRY, HONEYSUCKLE

Table 530.F
Minimum Greenspace Planting Specifications

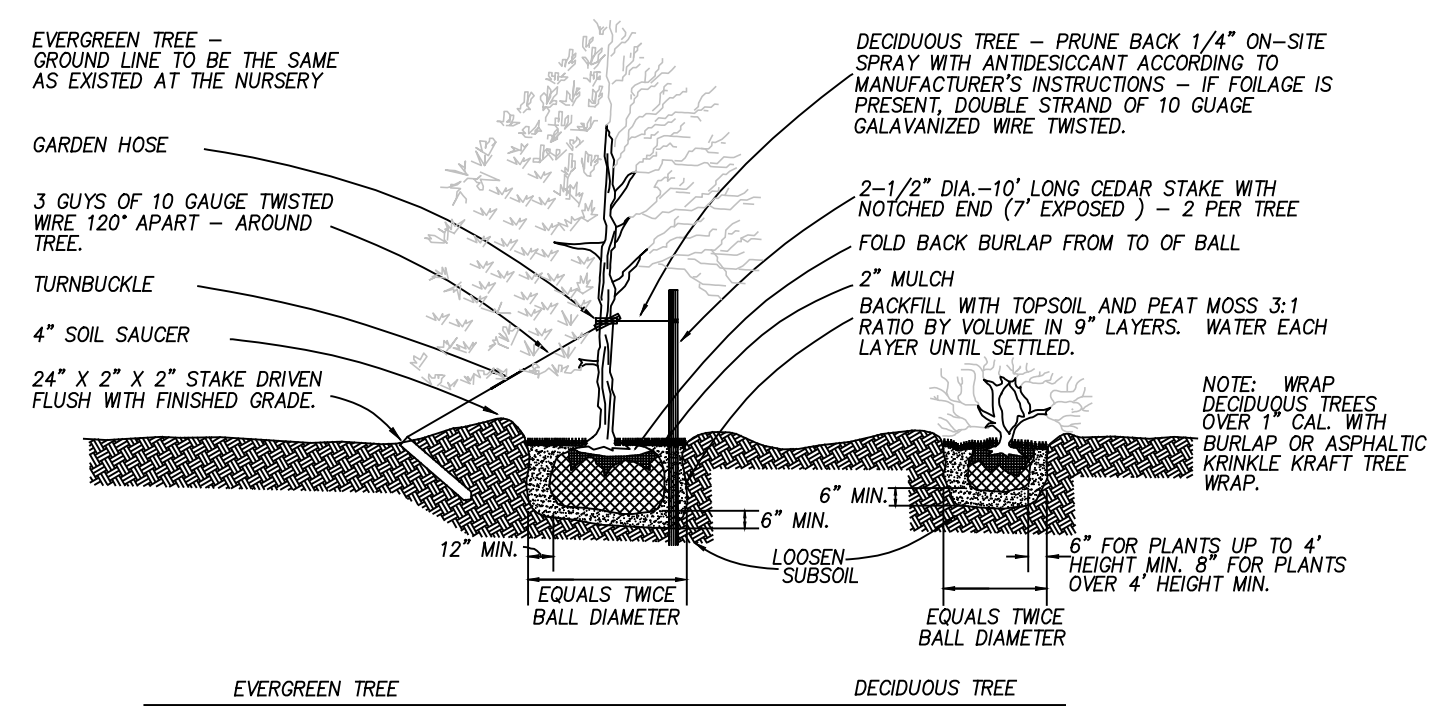
Landscape Feature	MINIMUM PLANT SIZES
Canopy Trees	2 inch caliper
Evergreens and Conifers	6 feet in height; no caliper requirement
Flowering Trees	1-1/2 inch caliper for single-trunk trees; 6 feet in height for multi-trunk trees
Shrubs	5-gallon



- LEGEND
- PROPOSED LOT LINE
 - PROPOSED EASEMENT LINE
 - EXISTING CONTOUR
 - PROPOSED CONTOUR
 - DRAINAGE DIRECTION ARROW
 - EXISTING TREE LINE
 - PROPOSED RETENTION BASIN
 - PROPOSED GRADES
 - PROPOSED WATER LINE
 - PROPOSED SEWER LINE
 - EXISTING WATER LINE
 - EXISTING SEWER LINE
 - PROPOSED LANDSCAPING
 - PROPOSED LIGHT POLE
 - PROPOSED ASPHALT
 - EXISTING ASPHALT

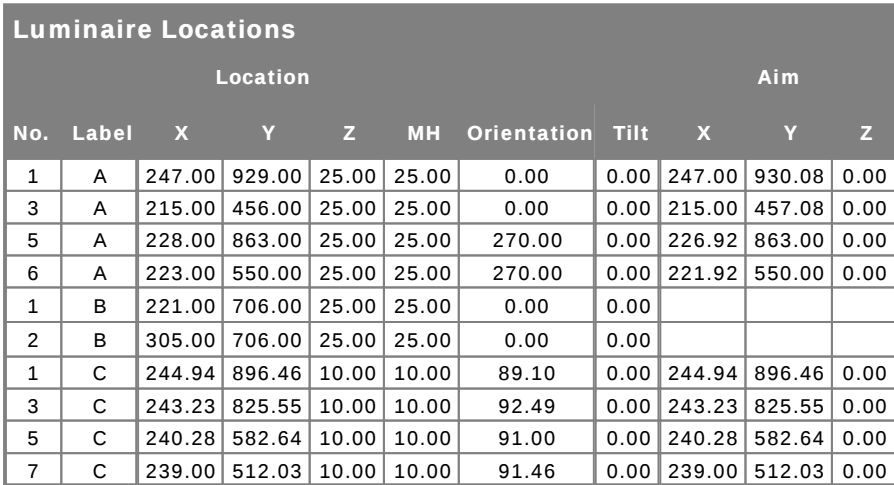
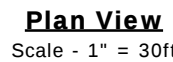
BLDG #2
F.F.E.
763.5
(24) UNITS

PROPOSED LANDSCAPING PER BLDG
CANOPY (3)
GROUND COVER SHRUBS (7)

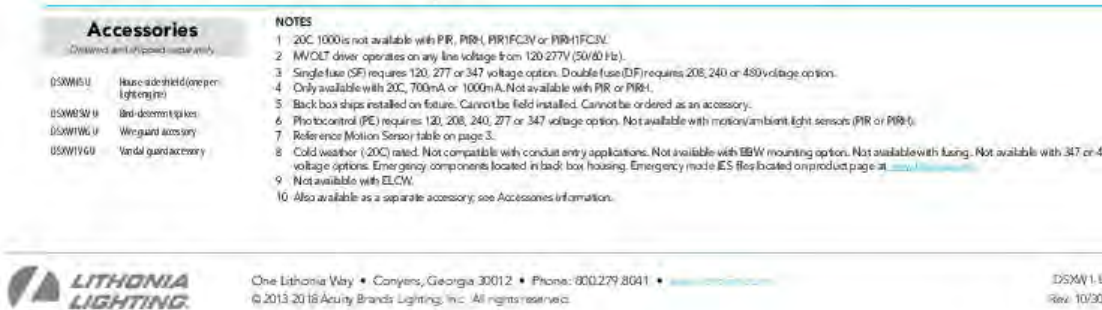
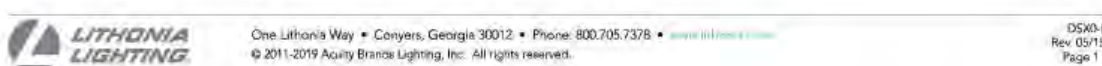


PLANTING DETAIL - TREES AND SHRUBS
NO SCALE





Designer
WLC
Date
05/05/2021
Scale
30 SCALE
Drawing No.
137519
Summary



 Charter Township of Garfield Planning Department Report No. 2023-19			
Prepared:	February 1, 2023	Pages:	1
Meeting:	February 8, 2023 Planning Commission	Attachments:	☐
Subject:	Topics for Joint Meeting – Township Board and Planning Commission		

BACKGROUND:

The February Planning Commission study session was moved from February 22 to February 28 to facilitate a joint meeting between the Township Board and the Planning Commission. The last joint meeting between the Township Board and Planning Commission was held on February 23, 2022 and focused on the Master Plan update, including existing conditions, trends, build-out analysis, and an overview of the planning process.

TOPICS FOR JOINT MEETING:

This joint meeting includes a previously scheduled presentation by the Grand Traverse County Road Commission. This is a good opportunity for the Township Board and Planning Commission to hear about the latest activities and plans of the Road Commission. There will be time for discussion following the presentation.

After the Road Commission portion of the meeting, there will be discussion between the Township Board and Planning Commission. Staff recommends the following topics:

1. ***Master Plan Update*** – This year's efforts will focus on drafting the Master Plan. Overall plan development will build on the Township Board's Strategic Plan and draft a vision, future land use designations, future road connections, housing priorities, environmental priorities, infrastructure priorities, economic development priorities, public safety priorities, focus areas and corridors, and implementation strategies, including a zoning plan. The goal is to have a draft Master Plan for a 2024 joint meeting between the Township Board and Planning Commission.
2. ***Streamline Review Processes*** – Staff have some ideas to streamline the review and approval processes for special use permits, planned unit developments, and rezonings conducted by the Planning Commission and Township Board. Discussion can focus on these ideas to reduce the length of review time and still meet the requirements of the Zoning Ordinance.
3. ***Other Issues*** – There may be other issues of interest by the Planning Commission.

ACTION REQUESTED:

No formal action is requested at this time. This discussion will help Staff prepare the agenda for the joint meeting on February 28.



Charter Township of Garfield

Grand Traverse County

3848 VETERANS DRIVE
TRAVERSE CITY, MICHIGAN 49684
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2023 PLANNING COMMISSION MEETING DATES

The Charter Township of Garfield Planning Commission meets on the second and fourth Wednesdays of each month, excepting the months of November and December. All meetings begin at 7:00 pm and are held at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan. The adopted 2023 meeting schedule is as follows:

Regular Meeting

January 11, 2023
February 8, 2023

March 8, 2023
April 12, 2023
May 10, 2023
June 14, 2023
July 12, 2023
August 9, 2023
September 13, 2023
October 11, 2023
November 8, 2023
December 13, 2023

* Amended 2/8/23

Study Session

January 25, 2023
*February 28, 2023 at 6:00 pm
(Joint Mtg. with Township Board)
March 22, 2023
April 26, 2023
May 24, 2023
June 28, 2023
July 26, 2023
August 23, 2023
September 27, 2023
October 25, 2023

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

Garfield Township 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 Township. Individuals with disabilities requiring auxiliary aids or services should contact Garfield Township by writing or calling Lanie McManus, Clerk, Ph: (231) 941-1620.