



3848 VETERANS DRIVE / TRAVERSE CITY, MI 49684
 (231) 941-1620 / FAX: (231) 941-1588
 www.garfield-twp.com ~ updated frequently!

SPRING 2023

Garfield

Charter Township

SERVING THE CITIZENS OF NORTHERN MICHIGAN

TOWNSHIP HOURS

Monday—Thursday
 7:30 a.m. to 6:00 p.m.
 CLOSED FRIDAYS

HOLIDAY HOURS

Township offices will be closed for the observance of the following holidays:
 Presidents' Day — Feb. 20th
 Memorial Day — May 29th



ELECTED OFFICIALS

CHUCK KORN.....SUPERVISOR
 CHLOE MACOMBER.....TREASURER
 LANIE McMANUS.....CLERK
 MOLLY AGOSTINELLI.....TRUSTEE
 CHRIS BARSHEFF.....TRUSTEE
 STEVE DUELL.....TRUSTEE
 DENISE SCHMUCKAL.....TRUSTEE

STAFF

JUSTIN BIGBEE.....APPRAISER
 AMY L DEHAAN.....ASSESSOR
 RICH DERKS.....BUILDING INSPECTOR
 JAMIE DOUGLASS..BUILDING & LAND USE ASST.
 MICHAEL GREEN...ZONING ADMINISTRATOR
 STEVE HANNON..DEPUTY PLANNING DIRECTOR
 SEAN KEHOE.....PARK STEWARD AND
 CODE ENFORCEMENT OFFICER
 KAREN LEAVER.....ADMIN ASSISTANT
 DEREK MORTON.....PARK STEWARD AND
 CODE ENFORCEMENT OFFICER
 KATHLEEN ROON....OFFICE COORDINATOR
 ABBY SIMON.....APPRAISER
 AMY SIMON.....DEPUTY TREASURER
 MIKE STEFFES.....GIS
 CARL STUDZINSKI.....BUILDING OFFICIAL
 JOHN SYCH.....PLANNING DIRECTOR
 BETTY TEZAK.....DEPUTY CLERK

OUR MISSION

As neighbors, we work together to create a community where our residents and businesses thrive, our natural resources are protected and enjoyed, our visitors are welcomed and appreciated, and our high quality of life is promoted.

FROM THE TREASURER'S OFFICE

It is the time of year to file income tax returns. Are you missing your property tax information? Look up your info on our [website](http://www.garfield-twp.com): www.garfield-twp.com. Click on the green box that says "Click Here for Property Info".



If you still need to pay your 2022 property taxes, you can do that on the website too. Tax payments will be accepted at the Township until Tuesday, February 28, 2023. Post-marks are not accepted for this deadline. After this date, all real property taxes still owed will be sent to the Grand Traverse County Treasurer and will need to be paid at their office on Boardman Ave.

Our website is available to provide you with tax info 24 hours a day, conveniently from the comfort of your home. Your first time accessing your information, you will need to create a username and password.

Please let us know if we can assist you in any way.



FROM THE CLERK'S OFFICE

We were very excited to see such a large turnout for elections in 2022. We have had a lot of voter mail returned to us and are now trying to clean up our voter rolls. It is very important to keep our voter records up to date with current addresses. We are in the process of sending out notices. If you receive a notice, it is because a piece of mail addressed to you was returned by the USPS to our office. If you receive a notice, or move out of The Charter Township of Garfield, please notify our office either by mail or telephone to verify your address.

Answers to December 2022 issue - Tricky Brain Teasers:

You're Under Arrest	Sit Down	High Chair	Sand Box
Reading Between The Lines	Foreign Language	Mind Over Matter	Broken Heart
Tricycle	Lost Cause	Square Dance	Once In A Blue Moon
An Eye For An Eye	Extra Hard Ones:		
Unfinished Business	Split Pea Soup	Travel Over Seas	Trail Mix

FROM THE ASSESSOR'S OFFICE

IS YOUR SMALL BUSINESS TAX EXEMPT? CHANGES FOR 2023

As a small business owner, did you know that you can legally pay NO Personal Property taxes? And, avoid the hassle of completing annual Personal Property statements!



Taxpayers with less than \$80,000 of Personal Property are no longer required to annually file Form 5076 in order to claim the exemption.

If a taxpayer did not file for the exemption in 2022, it can be claimed for 2023 by filing Form 5076 by February 21st, 2023. Once granted, the exemption will continue until the taxpayer no longer qualifies. At that point, the taxpayer is required to file Rescission Form 5618 and a personal property statement no later than February 20th of the year that the property is no longer eligible. Failure to file a Rescission Form will result in significant penalty and interest as prescribed by PA 132 of 2018.

To be eligible, a taxpayer must meet ALL of the following:

1. The exemption must be properly claimed (this is done by filing the affidavit by **February 21st, 2023**); **and**
2. The personal property must be classified as industrial personal property or commercial personal property as defined in MCL 211.34c or would be classified as industrial personal property or commercial personal property if not exempt; **and**
3. The **combined true cash value** of all industrial personal property and commercial personal property **owned by, leased by or in the possession of the owner or a related entity** claiming this exemption is **less than \$80,000** in the local tax collecting unit; **and**
4. The property is not leased to or used by a person that previously owned the property or a person that, directly or indirectly controls, is controlled by, or under common control with the person that previously owned the property.

NOTE: Analysis is necessary beyond just doubling last year's assessment.

If you feel you qualify for this exemption, you must complete, in its entirety, and return to the Assessor by **February 21st, 2023**, the "Small Business Property Tax Exemption Claim Under MCL 211.9o," Michigan Dept of Treasury Form 5076.



NEW for 2023 – Specifically for taxpayers with \$80,000 - \$180,000 of personal property

To be eligible, a taxpayer must meet ALL of the above requirements EXCEPT #3, which is replaced by the following:

The **combined true cash value** of all industrial personal property and commercial personal property **owned by, leased by or in the possession of the owner or a related entity** claiming this exemption is **greater than or equal to \$80,000 but less than \$180,000** in the local tax collecting unit; **and** (continue with #4 above)

If you feel you qualify for this exemption, you must complete, in its entirety, and return to the Assessor by **February 21st, 2023**, the "Small Business Property Tax Exemption Claim Under MCL 211.9o," Michigan Dept of Treasury Form 5076 **ALONG WITH** Form 632 "Personal Property Statement" each year by February 20th (as long as it is not a Saturday or Sunday).

To claim either of these exemptions, the completed form(s) must be postmarked no later than February 21st, 2023. Your exemption may: 1) be denied by the local assessor if it is determined you do not qualify for this exemption; or 2) not be accepted by the local assessor if the Affidavit is not completely filled out or is received with a postmark after Feb. 21st, 2023.

Late forms MUST be filed with a completed petition (form L-4035, which you can find at: www.michigan.gov/taxes/property/forms/instructions/board-of-review) directly with the 2023 March Board of Review prior to the closure of the March Board.

If the business makes purchases of equipment that puts them over the \$80,000 threshold, taxpayers are required to file Rescission Form 5618 indicating they no longer qualify for the

exemption AND a personal property statement (form L-4175) no later than February 20th (February 22nd for 2022) of the year the property is no longer eligible. Failure to file Form 5618 will result in significant penalty and interest.

Taxpayers are reminded that they must be able to provide evidence to support their exemption at the request of the Assessor. Assessors may audit the personal property records of businesses within their jurisdiction. It is important (and required by MCL 211.22) that taxpayers keep accurate personal property records.

Personal property forms are mailed to all businesses in Garfield Township that are not already exempt at the end of December each year, and are available in the Assessor's Office or on-line at:

www.garfield-twp.com/personalproperty.asp OR https://www.michigan.gov/taxes/0,4676,7-238-43535_72736---,00.html

For questions about this or any other personal property reporting requirements, please call the Assessors Office (231-941-1620).

FROM THE PLANNING OFFICE

Neighborhood plan guides new investment at Cherryland Center

In 2020, the Township adopted the Barlow Garfield Neighborhood Plan as part of the Master Plan to help guide future development in this part of Garfield including the Cherryland Center area, Barlow Street, South Airport Road, Garfield Avenue, and surrounding sites. This plan acknowledged that infill development and investment is needed in this area to address economically underperforming sites, especially the Cherryland Center after the closure of anchor tenants Kmart (2017), Younkers (2018), and Sears (2018).

Over the past couple of years, several new projects at Cherryland Center have been reviewed by Staff and the Planning Commission, including the following:

- Wendy's, new development on Garfield Avenue next to existing restaurant (now Margaritas Grill)
- Burger King, rebuild of existing site at corner of South Airport Road and Garfield Avenue
- Biggby Coffee, new development on South Airport Road next to Burger King
- Traverse City Curling Club, at the former Kmart
- K1 Speed Indoor Kart Racing, at the former Sears
- 7Brew, drive-through coffee shop at the former Hometown Pharmacy
- New retail/restaurant building, new development on Garfield Avenue next to Wendy's



Staff and the Planning Commission have used the Barlow Garfield Neighborhood Plan and the standards of the Zoning Ordinance in considering these projects. For example, Cherryland Center properties all share access drives from South Airport Road and Garfield Avenue, and no new access drives have been created with these projects. The Plan also envisions a more walkable area along major corridors. New sidewalks have been installed in front of Wendy's, Burger King, and Biggby, and sidewalks are required for the other projects as they are completed.

The Barlow Garfield Neighborhood Plan will continue to help guide Staff and the Planning Commission in reviewing projects in this area of the Township.

FROM THE ASSESSOR'S OFFICE CONTINUED:

If you own property in Garfield Township, you are encouraged to stop in and review your property records. Being an informed property owner may help reduce your need to appeal your property's value to the Township Board of Review! Assessing staff will help explain the record and ensure that the information is accurate. If something is not right, corrections can be made to reflect what is actually on the property. We value over 7,300 properties annually - it is impossible to visit them all each year and to be 100% accurate, so it is important that property owners help.

Michigan's property tax system was instituted early in our history and provides funding for education and local government as well as police and fire protection. The system relies on the determination of Fair Market Value. In order to maintain the system's integrity, routine property visits are necessary and are made by the three agencies charged with maintaining the property tax system.

The local Assessor determines the value of each parcel annually. To accomplish this, a mass appraisal system (based on a construction cost manual, modified by similar, sold properties) is used. The costs used to value buildings require exterior measurements of the buildings, and relies on property visits to accurately catalog the property's land and building attributes (record card review).

The County Equalization Department (CED) determines proper overall assessment levels for each unit in each property class within the county. Equalization studies are used to make these determinations, and also require property visits of sold properties and/or appraisals on random samples selected each year. Value conclusions are made using the same cost manual and procedures that Assessors are required to use.

The State Tax Commission (STC) through the Property Services Division (PSD) monitors both the Assessor and CED throughout the annual assessment cycle. PSD staff may make random property visits in the monitoring process, which leads to the STC determination of State Equalized Value (SEV). Value conclusions are made using the same cost manual and procedures used by Assessors and CED.

These routine property visits depend on property owner participation. The property tax system relies on a three-tiered check-and-balance process that requires these visits to maintain its integrity. As a property owner, you may choose whether to participate. Simply call, write or email us stating your request. We hope you will participate because accurately cataloging a property's land and building attributes for the record is beneficial to the property owner and essential to the property tax system.

If you have questions about your property record, valuation or anything else assessing related, please do not hesitate to stop in, call us at (231) 941-1620 or email: adehaan@garfield-twp.com, abbysimon@garfield-twp.com, or jbigbee@garfield-twp.com.

PARKS AND RECREATION



DTE, Releaf Michigan, Boardman River Cleanup Volunteers & Garfield Township Staff completed another tree planting last Fall. Twenty mature trees were planted along the Buffalo Ridge Trail near Kids Creek.



Coming this spring 2023, Garfield Township Parks should have an updated look. The Commons development should start taking shape & River East Recreation Area ground breaking for the new dog park are a few things to look forward to. Reminder: If you want to report an issue in one of our parks, please email us at: parks@garfield-twp.com or call: 231.225.3158.

IMPORTANT DATES TO REMEMBER FOR SPRING

Feb 14th – Winter Tax Due Date

Feb 21st – Personal Property Statements or Small Business Exemption forms due for business owners.

Feb 28th – Last day to pay Real Property Taxes before transferring unpaid balances to County Treasurer.

March 7th – Board of Review Organizational Meeting.

March 13th – Board of Review Appeals.

March 15th – Board of Review Appeals.

SHERIFF'S OFFICE

Spring is on its way. Warmer temperatures brings more foot traffic in and around neighborhoods. Be sure to keep car doors locked if they are outside and please keep your homes and outbuildings locked. Most break-ins and larceny of auto theft complaints come from unlocked cars and buildings. Don't leave purses, electronics or anything of value sitting out in the open in your vehicles.

We have had an increase of thefts of catalytic converters from vehicles so if you have any motor vehicles that are left outside and not regularly used, please check them, and report any stolen catalytic converters as soon as possible.

Be on the lookout for any future fraud awareness classes the sheriff's office is putting on. We will be offering them at various times throughout 2023. If you have any concern that the call, email, mail, text, or any other correspondence you are getting could be fraudulent ask the person for their information and hang up. Don't open any links from unknown sources. If you have concerns find someone you can talk to and ask for advice before ever sending money to someone or something that's unknown or seems suspicious.

I would also like to welcome a new community police officer for Garfield Township. Deputy Amanda Peck has volunteered to fill a position as community police officer for Garfield Township and we look forward to working with her in that capacity. She will work with the other four Garfield Township community police officers to specifically serve Garfield Township by investigating complaints, providing education, and working with the community to solve any issues within the township.



SPRING brush drop off passes will be available at the front desk by April 17, 2023. Scan the QR Code below for days, times, location, etc.

You can also find recycling and hazardous waste information at:

www.recyclesmart.info/1162/Household-Hazardous-Waste



RECYCLE SMART HHW Event Dates for 2023

Thursday, April 13th,
1pm-6pm

Thursday, May 11th,
1pm-6pm

Thursday, June 22nd,
12pm-6pm

Thursday, August 10th,
12pm-6pm

Saturday, September 16th,
9am-2pm

Sign-up will be available online approximately ONE month before each event.

Appointments are required.

The Township Board meets the 2nd and 4th Tuesday of each month at 6:00 pm.

The Planning Commission meets on the 2nd and 4th Wednesday of each month at 7:00 pm.

The Zoning Board of Appeals meets on an as needed basis on the 3rd Thursday of each month at 6:00 pm.

The Parks and Recreation Commission meets the 1st Monday of every other month at 6:00 p.m.

All meetings take place at the Garfield Township Hall unless stated otherwise on the agenda.