

CHARTER TOWNSHIP OF GARFIELD TOWNSHIP BOARD MEETING

Tuesday, August 27, 2024 at 6:00pm
Garfield Township Hall
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

AGENDA

ORDER OF BUSINESS

Call meeting to order

Pledge of Allegiance

Roll call of Board Members

1. Public Comment

Public Comment Guidelines:

Any person shall be permitted to address a meeting of The Township Board, 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 Board Rules and Procedures: a.) any person wishing to address the Board 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 Township Board Member'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.

2. Review and approval of the Agenda - Conflict of Interest

3. Consent Calendar

The purpose of the Consent calendar is to expedite business by grouping non-controversial items together to be dealt with in one Board motion without discussion. Any member of the Board, staff or the public may ask that any item on the Consent Calendar be removed there from and placed elsewhere on the Agenda for full discussion. Such requests will be automatically respected. If any item is not removed from the Consent Calendar, the action noted in parentheses on the Agenda is approved by a single Board action adopting the Consent Calendar.

- a. Minutes – August 8 and August 13, 2024 Regular Meetings
(Recommend Approval)
- b. Bills -
General Fund \$478,065.97
(Recommend Approval)
- c. MTT Update (Receive and File)
- d. Consideration of Contractor's Change Order No. 1 to Molon Excavating for Silver Lake Road Sewer Extension (Recommend Approval)
- e. Consideration of Contractor's Application for Final Payment to Molon Excavating for Silver Lake Road Sewer Extension (Recommend Approval)

- f. Consideration of N. West Silver Lake Sanitary Sewer Extension, Close-out and Turnover documents (Recommend Approval)
- g. Introduction of proposed Zoning Ordinance Amendment for the R-3 Zoning District and set Public Hearing for September 24, 2024 (Recommend Approval)
- h. Consideration of recommending approval of a Continuing Care Retirement Center Liquor License for Oakleaf Village of Traverse City, Resolution 2024-23-T (Recommend Approval)
- i. Consideration of Budget Amendment to increase Community Promotion – Economic Development by \$19,000, Resolution 2024-24-T (Recommend Approval)

4. **Items removed from the Consent Calendar**

5. **Correspondence**

6. **Reports**

- a. MMR Report
- b. GT County Commissioner's Report
- c. GT County Road Commission Report
- d. Supervisor's Report

7. **Unfinished Business**

- a. Consideration of bids for carpet and floor cleaning for the Garfield Township office
- b. Discussion of the applicants for Township Manager – closed session

8. **New Business**

9. **Other Business**

10. **Adjournment**

Lanie McManus, Clerk

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) 9411620.

CHARTER TOWNSHIP OF GARFIELD
SPECIAL TOWN BOARD MEETING
August 8, 2024

Supervisor Korn called the Special Town Board Meeting to order at the Garfield Township Hall on August 8, 2024 at 4:00p.m.

Pledge of Allegiance

Roll Call of Board Members

Present: Molly Agostinelli, Chris Barsheff, Steve Duell, Chuck Korn, Chloe Macomber, Lanie McManus and Denise Schmuckal

Staff Present: Planning Director John Sych

1. Public Comment (4:01)

Joe McManus, Planning Commission Chair, commented on the proposed resolution in regards to the state and township building code and asked if the matter should be remanded back to the Planning Commission. Schmuckal asked for more than a 24 hour notice for meetings.

2. Business to Come Before the Board

- a. Consideration of Resolution 2024-21-T to define housing construction for the BATA/TCHC Planned Unit Development (4:04)**
- The BATA/TCHC asked the township board at a special meeting on July 30th for an occupancy permit for their transfer station. Throughout the process, the township made it clear that the housing portion of the PUD needed to be started before BATA could request a certificate of occupancy from the township. The board determined at that meeting that the housing portion had not started enough for an occupancy permit to be issued to BATA. Supervisor Korn asked for this special meeting to further define the "start of construction" for the developers of the housing portion of the PUD. Korn addressed the short notice for the meeting and stated that if a contract was set in place with the township for a PUD, that contract needs to be adhered to. He added that the 2015 State of Michigan Building Code was adopted by Garfield Township in 2018. Korn defined "start of construction" from several different sources including the National Association of Home Builders, the State of Michigan Building Code, an architect's version and an engineering definition. Board members discussed the definition of "structure" and noted that for the BATA project, a "notice to proceed" was filed on June 21st. Korn stated that the BATA developers want clarity pertaining to the "start of construction" and he drafted this resolution. Board members discussed what needed to be done by the developer to gain occupancy to the BATA building. Board members also shared concerns with changes to a PUD by resolution and wanted to follow the processes set forth by the township

which do not single out a single development in a resolution. On the other hand, this resolution could be seen as an interpretation of the report and decision order for the BATA project. The building permit issued for the project references the 2015 State Building Code which in turn, references the definition of start of construction. Board members want to give the Garfield Township Building Department the authority to make the decision whether construction was started in order to avoid further delays.

Duell moved and Barsheff seconded that the BATA/TCHC PUD was issued a building permit which references the State Building Code adopted by the township and defined the start of construction on page 36 of the codes. Once the Garfield Township Building Department has approved the start of construction, an occupancy permit for BATA may be issued.

Yeas: Duell, Barsheff, Macomber, McManus, Schmuckal, Agostinelli, Korn

Nays: None

Sych brought up the fact that BATA must complete the transfer station and open space improvements in the transit phase at the same time or before completion of the bus storage garage, bus maintenance garage and administration building according to the RDO. BATA does have a performance guarantee for the open space improvements.

3. Public Comment: (4:36)

Joe McManus thanked the board for not passing the resolution for just one development since it may have set a precedent for future developments and added that the Planning Commission will investigate the matter further to see if any processes need to be tweaked.

4. Adjournment

Korn moved to adjourn the meeting 4:37 pm.

Chuck Korn, Supervisor
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49686

Lanie McManus, Clerk
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49686

CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING
August 13, 2024

Supervisor Korn called the Town Board Meeting to order at the Garfield Township Hall on August 13, 2024 at 6:00p.m.

Pledge of Allegiance

Roll Call of Board Members

Present: Molly Agostinelli, Chris Barsheff, Chuck Korn and Denise Schmuckal

Absent and Excused: Steve Duell, Chloe Macomber and Lanie McManus

Staff Present: Planning Director John Sych

1. Public Comment (6:00)

None

2. Review and Approval of the Agenda - Conflict of Interest (6:01)

Schmuckal moved and Barsheff seconded to approve the agenda as presented.

Yeas: Schmuckal, Barsheff, Agostinelli, Korn

Nays: None

3. Consent Calendar (6:05)

a. Minutes

July 9, 2024 Regular Meeting
July 30, 2024 Special Meeting
(Recommend Approval)

b. Bills

(i) General Fund \$477,982.96
(Recommend Approval)

(ii) Gourdie-Fraser
Developer's Escrow Fund – Storm Water Reviews,
Sidewalk Assessment, Utility Plan Review,
Oversight and Closeout
\$ 14,075.00
General Utilities 16,500.00
Park Funds/DNR Trust Fund 6,375.00

Total \$36,950.00
(Recommend Approval)

c. MTT Update (Receive and File)

- d. **Schedule a Public Hearing for September 10, 2024 to establish the property tax millage rate to be levied to support the Township's 2025 General and Fire Fund accounts (Recommend Approval)**
- e. **Consideration of Hammond Road Storage Building – Sanitary Sewer and Water Main Extension – Close-out and Turnover Documents (Recommend Approval)**

Agostinelli moved and Schmuckal seconded to approve the consent calendar as presented.

Yeas: Agostinelli, Schmuckal, Barsheff, Korn

Nays: None

4. **Items Removed from the Consent Calendar**

None

5. **Correspondence (6:03)**

None

6. **Reports**

a. **County Commissioner's Report (6:03)**

County Commissioners Lauren Flynn and Brad Jewett reported that three appointments were made to the joint airport board. The BOC approved the Road Commission millage language for the November ballot. The BOC had discussion on a potential statewide sewer code and may take action to determine if the county needs its own sewer code. A public input session on Camp Grelick was held.

b. **Sheriff's Report (6:06)**

Lieutenant Raska said that it has been difficult to get correct statistics since the IT issue occurred. Child and Family Services and the Salvation Army have been requesting deputy presence at their meetings and lunches and all Garfield positions are currently filled.

c. **GT Metro Fire Report (6:10)**

Fire Chief Paul Mackin reviewed statistics from July 2024 and added that July was a busy month with 576 incidents. Metro received correspondence that they have been approved for a grant for approximately \$87,500 for new gear. Mackin added that the new engine should be here in the first few weeks of September and the loan paperwork for the engine was finalized.

d. **Planning Department Report for August 2024 (6:17)**

Planner John Sych submitted his report in writing and noted that BATA will be issued a temporary permit for its main building and transfer station.

e. **Parks & Rec Report (6:19)**

The Parks & Rec Report was submitted in writing.

f. Treasurer's Report

The Treasurer's report was submitted in writing.

g Clerk's Report (6:19)

McManus submitted her report in writing.

h. Supervisor's Report (6:19)

Korn reported that the hiring committee met to hire an Inspector/Plan Reviewer. He added that he met with a representative from the plumbing and heating company who are purchasing the old BATA building.

7. Unfinished Business**a. Consideration of Professional Services Agreement with Traverse Connect (6:21)**

Warren Call from Traverse Connect gave an overview of services that they offer. He stressed that they provide private sector engagement and expansion of business. He reviewed the most recent report with board members and offered the reasons for tracking and quarterly reports based on research and trends in economic development. Camille Hoisington from Traverse Connect spoke and stated that Traverse Connect does whatever a business asks them to do and also has input from real estate and other industries. They also focus their attention on industry clusters and are engaging with makers of electric boats and other innovative industries. Board members asked questions about quantifiable jobs created in the township.

Barsheff moved and Agostinelli seconded to allow the Supervisor to enter into a contract with Traverse Connect for services beginning on August 13, 2024 through August 2027 for a cost of \$20,000 for the first year and increased by 3% annually in subsequent years.

*Yeas: Barsheff, Agostinelli, Schmuckal, Korn
Nays: None*

b. Consideration of Westwind's request for a down payment exemption (6:41)

Schmuckal moved and Barsheff seconded to approve a Downpayment Sewer Capital Waiver Policy waiving the typical requirement of a 20% down payment fee to be made with respect to otherwise-to-be amortized sewer capital costs for Westwind Development.

*Yeas: Schmuckal, Barsheff, Agostinelli, Korn
Nays: None*

8. New Business**a. Consideration of Resolution 2024-22 T to approve Grand Traverse Metro Emergency Services Authority 2025 Budget Proposal (6:44)**

Metro Chief Paul Mackin and Accountant Kim McCann spoke regarding the 2025 budget. He reviewed the goals for 2025 and spoke about how

monies were spent in 2024. Metro recommends keeping the millage rate at 2.75 and added that this budget has been approved by the Metro Board.

Agostinelli moved and Schmuckal seconded to approve the 2025 budget resolution number 2024-22-T allocating 2.75 mills for Metro Emergency Services.

*Yeas: Agostinelli, Schmuckal, Barsheff, Korn
Nays: None*

b. Consideration of authorizing the Township Engineer to prepare an RFP for the Copper Ridge Trailhead Project (6:50)

Planner Sych stated that the township engineer has produced a conceptual design for the Copper Ridge Trailhead. The Parks and Recreation Commission has reviewed the plans and the members of the mountain bike subcommittee also provided input on the plans. The board is now asked to authorize the township engineer to prepare and RFP for the project.

Schmuckal moved and Barsheff seconded to authorize the Township Engineer to prepare final design and specifications for an RFP for the Copper Ridge Trailhead Project.

*Yeas: Schmuckal, Barsheff, Agostinelli, Korn
Nays: None*

c. Consideration of bids for carpet and floor cleaning for the Garfield Township Office (6:54)

Board members had questions pertaining to the bids and decided not to take action on this item.

9. Public Comment: (7:00)
None

10. Other Business (7:00)
None

11. Adjournment
Korn moved to adjourn the meeting 7:00 pm.

Chuck Korn, Supervisor
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49686

Lanie McManus, Clerk
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49686

2025 BUDGET RESOLUTION FOR
CHARTER TOWNSHIP OF GARFIELD
COUNTY OF GRAND TRAVERSE, MICHIGAN
RESOLUTION 2024-22-T

Minutes of a regular meeting of the Charter Township of Garfield Township Board, held on the 13th day of August, 2024, at 6:00 o'clock pm.

PRESENT: Molly Agostinelli, Chris Barsheff, Chuck Korn and Denise Schmuckal

WHEREAS, The Township is an Incorporating Township of the Grand Traverse Metro Emergency Services Authority ("Metro"), incorporated under the authority of Public Act 57 of 1988, and

WHEREAS, Article XV of the Articles of Incorporation for Metro provides that Metro's annual budget will be funded by contributions from each Incorporating Township.

NOW, THEREFORE,

BE IT RESOLVED that the Township hereby commits to fund Metro's 2025 Budget year with a financial contribution equal to 2.75 mills times the Townships ad valorem real property tax value, which equates to \$3,368,013 for Garfield.

BE IT FURTHER RESOLVED, that the Township agrees to contribute all of this revenue to Metro by May 15, 2025.

BE IT FURTHER RESOLVED, that the Township can fund Metro's 2025 Budget obligation using any combination of a millage rate and general fund contribution as deemed financially beneficial to the Township.

Ayes: Agostinelli, Schmuckal, Barsheff, Korn

Nays: None

Absent and Excused: Duell, Macomber, McManus

CERTIFICATE

I, Lanie McManus, the duly elected and acting Clerk of the Charter Township of Garfield, hereby certify that the foregoing constitutes a true copy of a Resolution 2024-22-T of the Township Board for the Charter Township of Garfield, adopted during a meeting of the Garfield Township Board, Grand Traverse County, Michigan held on August 13, 2024, at which meeting (4) four members were present as indicated in said Minutes and voted as therein set forth and that all signatures affixed thereto are the genuine signatures of those so indicated, and that each signatory was duly authorized to affix his or her signature, that said meeting was held in accordance with the Open Meetings Act of the State of Michigan, and that due and proper notice of the meeting as required by law was given to the members of the Township Board, and that the minutes of said meeting were kept and will be and have been made available as required by said Act.

Dated: 8-19-24



Lanie McManus
Clerk, Charter Township of Garfield
Grand Traverse County, Michigan

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/14/2024	GEN	42592	CARL STUDZINSKI	ELECTION MILEAGE	101-262-860.000	32.16
08/14/2024	GEN	42593	CONSUMERS ENERGY	100000311801	101-000-084.861	1,686.08
		42593		100000311801	101-448-920.005	2,895.26
						4,581.34
08/14/2024	GEN	42594	CONSUMERS ENERGY	103033456148	101-448-920.005	3,242.58
08/14/2024	GEN	42595	DENNIS, GARTLAND & NIERGARTH	AUDIT COMPLETION	101-101-802.000	2,000.00
08/14/2024	GEN	42596	DTE ENERGY	910020833133	101-265-920.601	96.23
08/14/2024	GEN	42597	DTE ENERGY	91020833257	101-265-920.601	66.73
08/14/2024	GEN	42598	GENESSEE INTERMEDIATE SCHOOL DIST	MLI FACILITATION OF SEARCH	101-101-805.000	2,250.00
08/14/2024	GEN	42599	GFL ENVIRONMENTAL	002114258	208-000-805.000	577.74
08/14/2024	GEN	42600	GFL ENVIRONMENTAL	002114259	101-265-935.604	135.92
08/14/2024	GEN	42601	GILL-ROY'S HARDWARE	HOSE/NOZZLE, WASP KILLER, NUTS/BOLTS	208-000-935.000	71.21
08/14/2024	GEN	42602	GMOSER'S SEPTIC SERVICE, INC	PORTABLE TOILET	208-000-805.000	540.00
08/14/2024	GEN	42603	GRAND TRAVERSE COUNTY DPW	3848 VETERANS	101-265-920.602	527.75
08/14/2024	GEN	42604	GRAND TRAVERSE COUNTY DPW	SILVER LAKE PARK	208-000-805.000	43.49
08/14/2024	GEN	42605	GRANITE TELECOMMUNICATIONS	PHONES	101-265-850.000	150.32
08/14/2024	GEN	42606	GRID4 COMMUNICATIONS, INC.	PHONES	101-265-850.000	616.90
08/14/2024	GEN	42607	ICC	ISPSC COMMENTARY	101-371-965.000	93.00
08/14/2024	GEN	42608	INTEGRITY BUSINESS SOLUTIONS	WASTEBASKET/TAPE/PAPER	101-101-726.000	136.95
08/14/2024	GEN	42609	JAMIE DOUGLASS	ELECTION MILEAGE	101-262-860.000	15.08
08/14/2024	GEN	42610	LANIE MCMAHUS	ELECTION MEALS	101-262-726.000	253.36
08/14/2024	GEN	42611	OTIS ELEVATOR	NAA FUEL CHARGE	101-265-935.608	95.00
08/14/2024	GEN	42612	PIVOT POINT PARTNERS, LLC	LICENSE FEE/CLOUD SPACE	101-257-805.000	2,493.60
08/14/2024	GEN	42613	PREMIER OUTDOORS OF TRAVERSE CITY	BARLOW MEDIANS	101-265-935.602	840.00
08/14/2024	GEN	42614	PREMIER OUTDOORS OF TRAVERSE CITY	PARKS	208-000-805.000	2,400.00
08/14/2024	GEN	42615	SPECTRUM ENTERPRISE	INTERNET	101-228-955.001	159.98
08/14/2024	GEN	42616	TRAVERSE CITY LIGHT & POWER	00104403-7	101-000-084.861	666.74
		42616		00105171-8	101-448-920.005	36.57
						703.31

3.b.

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/14/2024	GEN	42617	TRAVERSE CITY RECORD EAGLE	CONSTRUCTION VACANCY AD	101-101-901.000	841.20
		42617		ADVERTISING	101-262-901.000	114.95
		42617		ADVERTISING	101-707-901.000	165.45
						1,121.60
08/14/2024	GEN	42618	U.S.POSTAL SERVICE	POSTAGE	101-101-726.001	2,000.00
08/14/2024	GEN	42619	VC3 INC.	CLOUD PROTECTION 8.2024	101-228-955.000	374.50
08/21/2024	GEN	42620	AFLAC	AFLAC	101-000-231.001	436.82
08/21/2024	GEN	42621	BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEE HEALTH	101-101-711.030	3,002.86
		42621		EMPLOYEE HEALTH	101-171-711.030	2,167.01
		42621		EMPLOYEE HEALTH	101-215-711.030	2,747.10
		42621		EMPLOYEE HEALTH	101-253-711.030	3,542.04
		42621		EMPLOYEE HEALTH	101-257-711.030	3,285.44
		42621		EMPLOYEE HEALTH	101-371-711.030	3,124.04
		42621		EMPLOYEE HEALTH	101-701-711.030	2,386.53
		42621		EMPLOYEE HEALTH	101-702-711.030	3,498.82
						23,753.84
08/21/2024	GEN	42622	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	712.27
08/21/2024	GEN	42623	GOURDIE-FRASER, INC.	GT COMMONS, NORTH TRAIL LOOP	208-000-970.000	6,375.00
08/21/2024	GEN	42624	GRAND TRAVERSE COUNTY	TAX ROLL ADJUSTMENTS	101-000-402.000	385.35
08/21/2024	GEN	42625	GRAND TRAVERSE COUNTY REG DEED	EASEMENT	101-101-801.002	30.00
08/21/2024	GEN	42626	GRAND TRAVERSE COUNTY ROAD	BLUE STAR ESTATES SAD	204-000-084.872	179,323.99
		42626		BLUE STAR ESTATES SAD	204-000-955.000	205,676.01
						385,000.00
08/21/2024	GEN	42627	GT SUPPLY, LLC	CAN LINERS / TOILET TISSUE / TOWELING	101-265-726.003	206.10
08/21/2024	GEN	42628	KRAFT BUSINESS SYSTEMS	COPIER MAINT CONTRACT 7/8.2024	101-101-726.002	606.23
08/21/2024	GEN	42629	LANDGREEN LAWN CARE	#3 FERTILIZER	101-265-935.602	569.00
08/21/2024	GEN	42630	LANDGREEN LAWN CARE	#3 FERTILIZER	208-000-805.000	1,771.00
08/21/2024	GEN	42631	OLSON & HOWARD, P.C.	JOHNSON	101-101-801.002	1,981.00
08/21/2024	GEN	42632	TEMPERATURE CONTROL	AC MAINTENANCE INSPECTION	101-265-935.608	1,425.00
		42632		ENERGY UPGRADE	101-900-970.002	25,985.00
						27,410.00
08/21/2024	GEN	42633	TRAVERSE CITY LIGHT & POWER	00104659-5	101-448-920.005	10.61

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/21/2024	GEN	42634	UNITED WAY	UNITED WAY	101-000-238.000	90.00
08/21/2024	GEN	42635	VC3 INC.	SONIC SECURE UPGRADE	101-228-955.000	1,400.00
08/21/2024	GEN	42636	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-231.000	1,710.00
TOTAL - ALL FUNDS						478,065.97
--- GL TOTALS ---						
101-000-084.861				DUE FROM #861 STREET LIGHTS		2,352.82
101-000-231.000				DEFERRED COMP		1,710.00
101-000-231.001				AFLAC		436.82
101-000-237.000				HSA (FORMERLY FLEX)		712.27
101-000-238.000				UNITED WAY		90.00
101-000-402.000				CURRENT REAL PROPERTY TAXES		385.35
101-101-711.030				BENEFITS		3,002.86
101-101-726.000				SUPPLIES		136.95
101-101-726.001				POSTAGE		2,000.00
101-101-726.002				SUPPLIES - COPIER MAINTENANCE		606.23
101-101-801.002				LEGAL SERVICES - TOWNBOARD		2,011.00
101-101-802.000				AUDIT AND ACCOUNTING		2,000.00
101-101-805.000				CONTRACTED AND OTHER SERVICES		2,250.00
101-101-901.000				ADVERTISING		841.20
101-171-711.030				BENEFITS		2,167.01
101-215-711.030				BENEFITS		2,747.10
101-228-955.000				COMPUTER SUPPORT SYSTEMS		1,774.50
101-228-955.001				COMPUTER NETWORK		159.98
101-253-711.030				BENEFITS		3,542.04
101-257-711.030				BENEFITS		3,285.44
101-257-805.000				CONTRACTED AND OTHER SERVICES		2,493.60
101-262-726.000				SUPPLIES		253.36
101-262-860.000				MILEAGE		47.24
101-262-901.000				ADVERTISING		114.95
101-265-726.003				SUPPLIES-MAINTENANCE		206.10
101-265-850.000				TELEPHONE		767.22
101-265-920.601				HEATING / GAS		162.96
101-265-920.602				WATER / SEWER		527.75
101-265-935.602				LAWN MAINTENANCE		1,409.00
101-265-935.604				RUBBISH REMOVAL		135.92
101-265-935.608				MAINTENANCE-OTHER		1,520.00
101-371-711.030				BENEFITS		3,124.04
101-371-965.000				DUES & PUBLICATIONS		93.00
101-448-920.005				STREET LIGHTS TOWNSHIP		6,185.02
101-701-711.030				BENEFITS		2,386.53
101-702-711.030				BENEFITS		3,498.82
101-707-901.000				ADVERTISING		165.45
101-900-970.002				CAPITAL OUTLAY - TOWNSHIP HAL		25,985.00
204-000-084.872				DUE FROM #872 BLUE STAR		179,323.99
204-000-955.000				LOCAL ROAD CONSTRUCTION		205,676.01
208-000-805.000				CONTRACTED AND OTHER SERVICES		5,332.23
208-000-935.000				MAINTENANCE - MISC, EQUIP		71.21
208-000-970.000				CAPITAL OUTLAY		6,375.00
TOTAL						478,065.97

MTT Update
Prepared for Garfield Twp Board

Docket #	Parcel No(s).	Owner	Property Address	Year(s) in Contention	Assessor's Values		Petitioner's Values		Value Differences		Status Notes	ACTUAL	
					Assessed	Taxable	Assessed	Taxable	Assessed	Taxable		Twp Millage Loss	METRO Millage Loss
1	24-001173	WM Traverse Erie 15 LLC (Wal-Mart Real Estate Business Trust)	2640 Crossing Cir (Wal-Mart Real Estate Business Trust)	2024	\$ 4,213,800	\$ 4,213,800	\$ 2,900,000	\$ 2,900,000	\$ (1,313,800)	\$ (1,313,800)	5/28/24 Petition received and answered. NOTE: 2024 value is what was agreed on in Feb 24 for 2023.	\$ -	\$ -
2	24-001309	Walmart Stores Inc (Sam's Real Estate Business Trust)	2401 N US 31 South	2024	\$ 3,605,000	\$ 3,605,000	\$ 2,500,000	\$ 2,500,000	\$ (1,105,000)	\$ (1,105,000)	6/10/24 Petition received. 6/17/24 Petition answered. NOTE: 2024 value is what was agreed on in Feb 24 for 2023.		
3	24-001749	American Waste Inc	3850 Sundowner Dr	2024	\$ 761,100	\$ 761,100	\$ 495,000	\$ 495,000	\$ (266,100)	\$ (266,100)	7/29/24 Petition found on-line.		
4													
5													
6													
7													
TOTALS:					\$ 8,579,900	\$ 8,579,900	\$ 5,895,000	\$ 5,895,000	\$ (2,684,900)	\$ (2,684,900)			
					SETTLED VALUES:		2024						

Change Order No. 1

Date of Issuance:
Owner: Charter Township of Garfield
Contractor: Molon Excavating, Inc.
Engineer: Gourdie Fraser, Inc.
Project: Silver Lake Sewer Extension

Effective Date:
Owner's Contract No.:
Contractor's Project No.:
Engineer's Project No.: 22230
Contract Name:

The Contract is modified as follows upon execution of this Change Order:

Final balancing pay application to adjust for quantity contingencies included in bid tab.

Attachments: *Final Pay Application*

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES [note changes in Milestones if applicable]
Original Contract Price: \$ <u>420,000.00</u>	Original Contract Times: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: \$ <u>0.00</u>	[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: Substantial Completion: _____ Ready for Final Payment: _____ days
Contract Price prior to this Change Order: \$ <u>420,000.00</u>	Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
[Increase] [Decrease] of this Change Order: \$ <u>27,359.00</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order: \$ <u>392,410.00</u>	Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for Final Payment: _____ days or dates


RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: <u>[Signature]</u> Engineer (if required)	By: _____ Owner (Authorized Signature)	By: _____ Contractor (Authorized Signature)
Title: <u>Director of Engineering</u>	Title: _____	Title: <u>Project Manager</u>
Date: <u>8/19/2024</u>	Date: _____	Date: <u>8/19/24</u>

Approved by Funding Agency (if applicable)

By: _____ Date: _____
Title: _____



Contractor's Application for Payment No.

 ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE		Application 7/1/2024 - 7/31/2024 Period	Application Date: 8/19/2024
To Charter Township of Garfield (Owner)	From (Contractor) Molten Excavating, Inc.	Via (Engineer): Gourdief Fraser, Inc. (GFA)	
Project: Silver Lake Road Sanitary Sewer Extension	Contractor 125 Buckshot Drive, Traverse City, MI 49685 Address:	Engineer 123 W Front St, Traverse City, MI 49684 Address:	
Owner's Contract No.:	Contractor's Project No.:	Engineer's Project No.:	22230


Application For Payment
Change Order Summary

Approved Change Orders		Change Order Summary	
Number	Additions	Deductions	
1.			ORIGINAL CONTRACT PRICE..... \$
2.			Net change by Change Orders..... \$
3.		\$27,359.00	Current Contract Price (Line 1 ± 2)..... \$
4.			TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates)..... \$
5.			RETAINAGE:
			a. X \$392,641.00 Work Completed..... \$
			b. X _____ Stored Material..... \$
			c. Total Retainage (Line 5.a + Line 5.b)..... \$
6.			AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)..... \$
7.			LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$
8.		\$27,359.00	AMOUNT DUE THIS APPLICATION..... \$
9.			BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above)..... \$
TOTALS			
NET CHANGE BY CHANGE ORDERS		-\$27,359.00	

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Payment of	\$	Thirty-Three Thousand and Thirty-Five Dollars and Ten Cents (Line 8 or other - attach explanation of the other amount)		8/19/2024 (Date)
is recommended by:			(Engineer)	
Payment of	\$	Thirty-Three Thousand and Thirty-Five Dollars and Ten Cents (Line 8 or other - attach explanation of the other amount)		
is approved by:			(Owner)	
Approved by:			Funding or Financing Entity (if applicable)	(Date)

Progress Estimate - Unit Price Work

FINAL
####

Contractor's Application

For (Cont 125 Buckshot Drive, Traverse City, MI 49685										Application Number		FINAL	
Applicatio 7/1/2024 - 7/31/2024										Application Date: 8/19/2024			
A				B		C		D		E	F	G	
Item		Contract Information				Qty		Value of Work Instd Prev		Qty		Value of Work Instd This Period	
Bid Item No.	Description	Item Qty	Units	Unit Price	Total Value of Item (\$)	Qty Instd Prev	Value of Work Instd Prev	Qty Instd This Period	Value of Work Instd This Period	Value of Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D+ E)	% Complete (F / B)	Balance to Finish (B - F)
1	Mobilization, 5%	1	LS	\$ 17,500.00	\$17,500.00	1	\$17,500.00				\$17,500.00	100.0%	
2	Sanitary Sewer, 8" PVC SDR 35	950	LF	\$ 148.00	\$140,600.00	932	\$137,936.00				\$137,936.00	98.1%	\$2,664.00
3	Sanitary Sewer, 8" HDPE, DR 17, Directionally Drilled	350	LF	\$ 365.00	\$127,750.00	321	\$117,165.00				\$117,165.00	91.7%	\$10,585.00
4	Sanitary Sewer Lead, 6"	50	LF	\$ 120.00	\$6,000.00	46	\$5,520.00				\$5,520.00	92.0%	\$480.00
5	Manhole, 4' Diameter	6	EA	\$ 4,725.00	\$28,350.00	6	\$28,350.00				\$28,350.00	100.0%	
6	IPP Manhole, 4' Diameter	1	EA	\$ 4,845.00	\$4,845.00	1	\$4,845.00				\$4,845.00	100.0%	
7	Connect to Existing Sewer	1	EA	\$ 11,290.00	\$11,290.00	1	\$11,290.00				\$11,290.00	100.0%	
8	Traffic Control	1	LS	\$ 38,680.00	\$38,680.00	1	\$38,680.00				\$38,680.00	100.0%	
9	Restoration and Clean-up	1	LS	\$ 28,745.00	\$28,745.00	0.6	\$17,247.00	0.4	\$11,498.00		\$28,745.00	100.0%	
10	HMA, Drive Replacement	280	SY	\$ 58.00	\$16,240.00			45	\$2,610.00		\$2,610.00	16.1%	\$13,630.00
	Change Order No. 1	1	LS	-\$27,359.00	-\$27,359.00								(\$27,359.00)
	Totals				\$392,641.00				\$14,108.00		\$392,641.00	100.0%	



Engineering
Surveying
Testing &
Operations

123 West Front Street
Traverse City, Michigan 49684
231.946.5874 
231.946.3703 

July 31, 2024

Charter Township of Garfield
Attn: Chuck Korn
2848 Veterans Drive
Traverse City, MI 49684

RE: N West Silver Lake Sanitary Sewer Extension
GFA #22230
Close-out & Turnover

Dear Chuck:

The project for the Silver Lake Sanitary Sewer Extension has been completed. Enclosed please find copies of the following items submitted by the contractor in compliance with the contract documents:

1. One-Year Maintenance Bond
2. Letter of Guarantee
3. Affidavit of Completion/Consent of Surety
4. Recorded Grant of Easement

The Record Drawings and reports are completed and both paper and USB copies will be delivered to the Grand Traverse County Department of Public Works.

GFA has provided construction oversight for this project and hereby verifies to the best of our knowledge, the contractor has installed the facilities according to the approved plans and specifications. Based on this information, we recommend that the Township accept the facilities.

If you have any questions regarding this matter, please do not hesitate to contact our office.

Sincerely,
Gourdie-Fraser, Inc.

Jennifer Graham, P.E.
Director of Engineering

Enclosures

cc: John Divozzo, Grand Traverse County DPW

CERTIFICATE OF SUBSTANTIAL COMPLETION

Owner:	Garfield Township	Owner's Contract No.:	
Contractor:	Molon Excavating, Inc.	Contractor's Project No.:	
Engineer:	Gourdie-Fraser, Inc. (GFA)	Engineer's Project No.:	22230
Project:	N. West Silver Lake Sanitary Sewer Extension	Contract Name:	

This ~~preliminary~~ [final] Certificate of Substantial Completion applies to:

☒ All Work ☐ The following specified portions of the Work:

5/24/24
Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Work or portion thereof designated above is hereby established, subject to the provisions of the Contract pertaining to Substantial Completion. The date of Substantial Completion in the final Certificate of Substantial Completion marks the commencement of the contractual correction period and applicable warranties required by the Contract.

A punch list of items to be completed or corrected is attached to this Certificate. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract.

The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance, and warranties upon Owner's use or occupancy of the Work shall be as provided in the Contract, except as amended as follows: *[Note: Amendments of contractual responsibilities recorded in this Certificate should be the product of mutual agreement of Owner and Contractor; see Paragraph 15.03.D of the General Conditions.]*

Amendments to Owner's responsibilities:

☒ None
☐ As follows

Amendments to Contractor's responsibilities:

☒ None
☐ As follows:

The following documents are attached to and made a part of this Certificate: *[punch list; others]*

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents, nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract.

EXECUTED BY ENGINEER:		ACCEPTED:		ACCEPTED:	
By: <u>[Signature]</u>	By: _____	By: <u>[Signature]</u>	By: _____	By: <u>[Signature]</u>	By: _____
(Authorized signature)	Owner (Authorized Signature)	Contractor (Authorized Signature)			
Title: <u>Director of Engineering</u>	Title: <u>Township Supervisor</u>	Title: <u>Project Manager</u>			
Date: _____	Date: _____	Date: <u>6/18/24</u>			

LETTER OF GUARANTEE

DATE:

6/18/2024

22230
GFA PROJECT NO.

OWNER:

Charter Township of Garfield
3848 Veterans Dr. Traverse City MI 49684

PROJECT:

N West Silver Lake Road
Sanitary Sewer Extension

Gentlemen:

As the Contractor for this Project, I hereby guarantee all materials and equipment furnished and all work performed on this Project including any restoration Work necessary to be repaired or replaced.

With respect to this Project, to our personal knowledge, all payments have been made and there are no Liens on said system.

This guarantee will remain in effect for a period of one (1) year from the date of acceptance by the Municipality.

Signature:



(Contractor)

Title:

Project Manager
(Please Print or Type)

Company Name:

Moken Excavating, Inc.
(Please Print or Type)

Address:

125 Buckshot Drive
Traverse City, MI 49685

MERCHANTS
BONDING COMPANY™

MAINTENANCE BOND

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 100257730

That MOLON EXCAVATING, INC.

of Traverse City MI

as Principal, and the Merchants Bonding Company (Mutual) as Surety are held and firmly bound unto the Charter Township of Garfield

Two Hundred and Ten Thousand and 00/100

in the penal sum of
(210,000.00)

DOLLARS, lawful money of the United States of America, for the payment of which, well and truly to be made, the Principal and Surety bind themselves, their and each of their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

Signed and delivered this 10th day of July, 2024.

WHEREAS, the Principal entered into a certain contract, dated the 28th day of February, 2024, with the Charter Township of Garfield

to furnish all the material and labor necessary for the construction of

N. West Silver Lake Sanitary Sewer Extension

In conformity with certain specifications; and

WHEREAS, a further condition of said contract is that the Principal should furnish a bond of indemnity, guaranteeing to remedy any defects in workmanship or materials that may develop in said work within a period of One years from the date of acceptance of the work under said contract; and

WHEREAS, the above work has been completed and accepted and if not accepted will be automatically accepted upon the filing of this maintenance bond; and

WHEREAS, the Merchants Bonding Company (Mutual) for valuable consideration, has agreed to join with said Principal in such bond or guarantee, indemnifying said MOLON EXCAVATING, INC. as aforesaid;

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the said Principal does and shall, at the Principal's own cost and expense, remedy any and all defects that may develop in said work, within the period of One years from the date of acceptance of the work under said contract, by reason of bad workmanship or poor material used in the construction of said work, and shall keep all work in continuous good repair during said period, and shall in all other respects, comply with all the terms and conditions of said contract with respect to maintenance and repair of said work, then this obligation to be null and void; otherwise to be and remain in full force and virtue in law.

It is agreed that while the Principal shall be and remain liable for failure to adhere to the specifications which form the basis for the work, the Surety, inasmuch as the original work was not bonded, shall be obligated only to assure the maintenance of the work in the condition in which it existed at the time the work was accepted. Any obligation beyond this shall be that of only the Principal.

MOLON EXCAVATING, INC.

Principal

By 

Approved _____

By _____

By 

Connie Smith, Attorney-in-fact

MERCHANTS
BONDING COMPANY
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa, d/b/a Merchants National Indemnity Company (in California only) (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Chris Steinagel; Christopher M Kemp; Connie Smith; Eliot Motu; Julia Douglas; Kory Mortel; Michael J Douglas; Robert Downey; Samuel Duchow

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2016.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 3rd day of February, 2024.



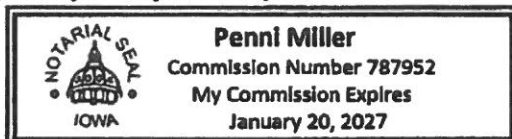
MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.
d/b/a MERCHANTS NATIONAL INDEMNITY COMPANY

By

Larry Taylor
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 3rd day of February, 2024, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



(Expiration of notary's commission does not invalidate this instrument)

[Signature]
Notary Public

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 10th day of July, 2024.



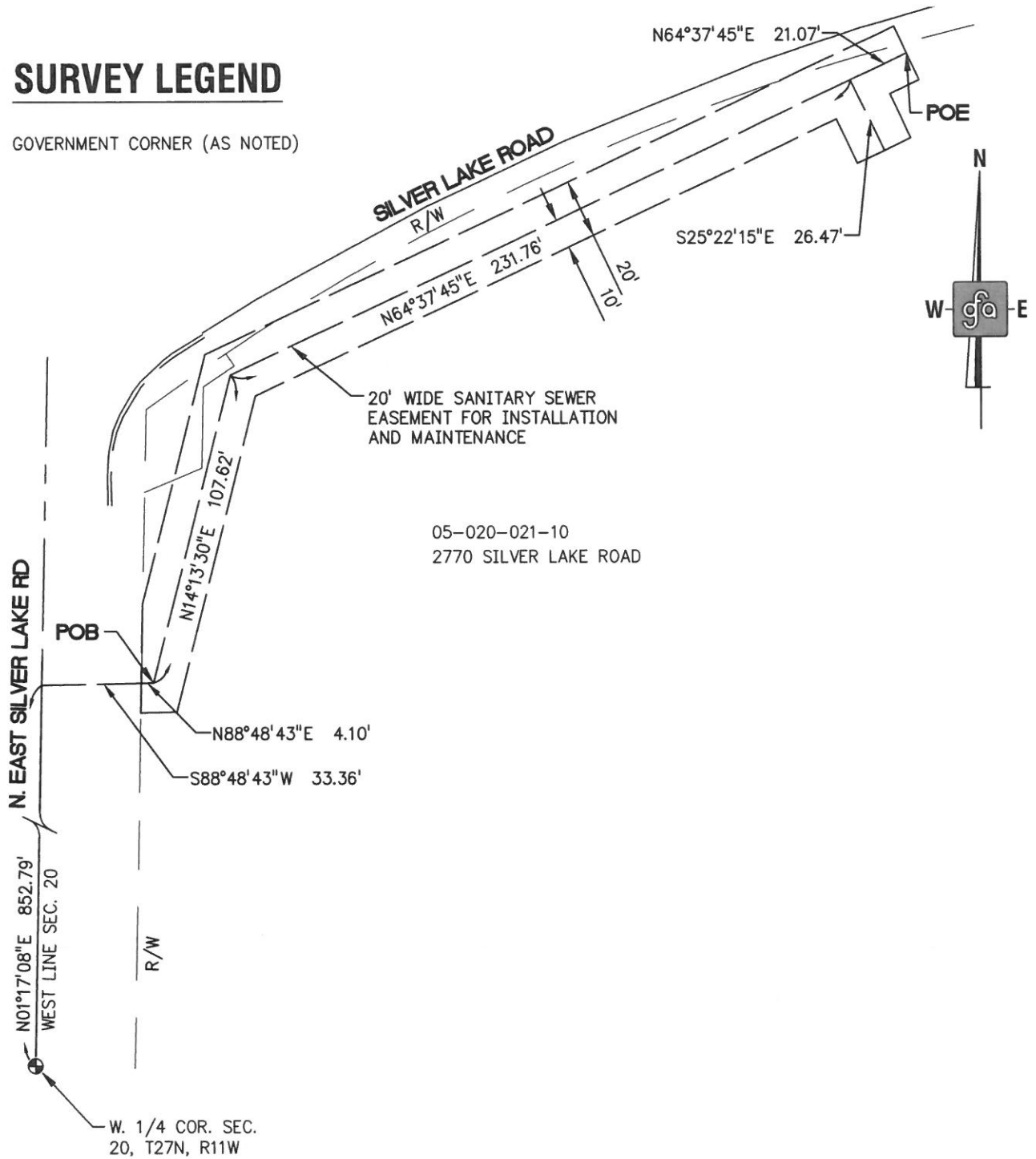
William Warner Jr.
Secretary

EXHIBIT A

SURVEY LEGEND



GOVERNMENT CORNER (AS NOTED)



GRAPHIC SCALE: 1 inch = 50 feet



PREPARED FOR:

CHARTER TOWNSHIP OF GARFIELD

BASIS OF BEARINGS:

MI. STATE PLANE COORD. SYSTEM, CENTRAL ZONE, NAD83(2011)

**ENGINEERING
SURVEYING
TESTING & OPERATIONS**

123 West Front Street
Traverse City, MI 49684



<http://gfa.tc>

231.946.5874 (p)

231.946.3703 (f)

Location:

**PART OF
THE NW 1/4 OF
SECTION 20, TOWN 27 NORTH, RANGE 11 WEST
GARFIELD TWP., GRAND TRAVERSE CO., MI**

DATE: 29 July 2024

P.M.: CHRIS LESTER P.S.

DR.: JSF CKD.: CLL

22230

SHT 1 OF 2

THESE DOCUMENTS ARE PREPARED IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE CONTRACT FOR THIS PROJECT.

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REV: .

EASEMENT DESCRIPTION

Legal Description: Sanitary Sewer Easement

20.00 foot wide easement for installation and maintenance of sanitary sewer line.

Land located in the Northwest one-quarter of Section 20, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County Michigan, located 10.00 feet each side of the following described centerline:





Commencing at the West one-quarter corner of said Section 20;
thence North 01°17'08" East, 852.79 feet,
along the West line of said Section 20;
thence North 88°48'43" East, 33.36 feet,
to a point on the Easterly right of way line of North East Silver Lake Road and
the **Point of Beginning**;
thence North 88°48'43" East, 4.10 feet;
thence North 14°13'30" East, 107.62 feet;
thence North 64°37'45" East, 231.76 feet;
thence South 25°22'15" East, 26.47 feet;
thence North 25°22'15" West, 26.47 feet;
thence North 64°37'45" East, 21.07 feet,
to the **Point of Ending**.

The sidelines of said 20.00 wide sanitary sewer easement centerline are to be extended or shortened to meet at angle points beginning on Easterly right of way line of North East Silver Lake Road, and ending perpendicular to the **Point of Ending**.

PREPARED FOR:

CHARTER TOWNSHIP OF GARFIELD

BASIS OF BEARINGS: MI. STATE PLANE COORD. SYSTEM, CENTRAL ZONE, NAD83(2011)

ENGINEERING SURVEYING TESTING & OPERATIONS 123 West Front Street Traverse City, MI 49684	  http://gfa.tc  231.946.5874 (p)  231.946.3703 (f)	Location: PART OF THE NW 1/4 OF SECTION 20, TOWN 27 NORTH, RANGE 11 WEST GARFIELD TWP., GRAND TRAVERSE CO., MI	<table border="1"><tr><td>DATE:</td><td>29 July 2024</td></tr><tr><td>P.M.:</td><td>CHRIS LESTER P.S.</td></tr><tr><td>DR.:</td><td>JSF</td><td>CKD.:</td><td>CLL</td></tr><tr><td colspan="4">22230</td></tr><tr><td colspan="4">SHT 2 OF 2</td></tr></table>	DATE:	29 July 2024	P.M.:	CHRIS LESTER P.S.	DR.:	JSF	CKD.:	CLL	22230				SHT 2 OF 2			
DATE:	29 July 2024																		
P.M.:	CHRIS LESTER P.S.																		
DR.:	JSF	CKD.:	CLL																
22230																			
SHT 2 OF 2																			

THESE DOCUMENTS ARE PREPARED IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE CONTRACT FOR THIS PROJECT.

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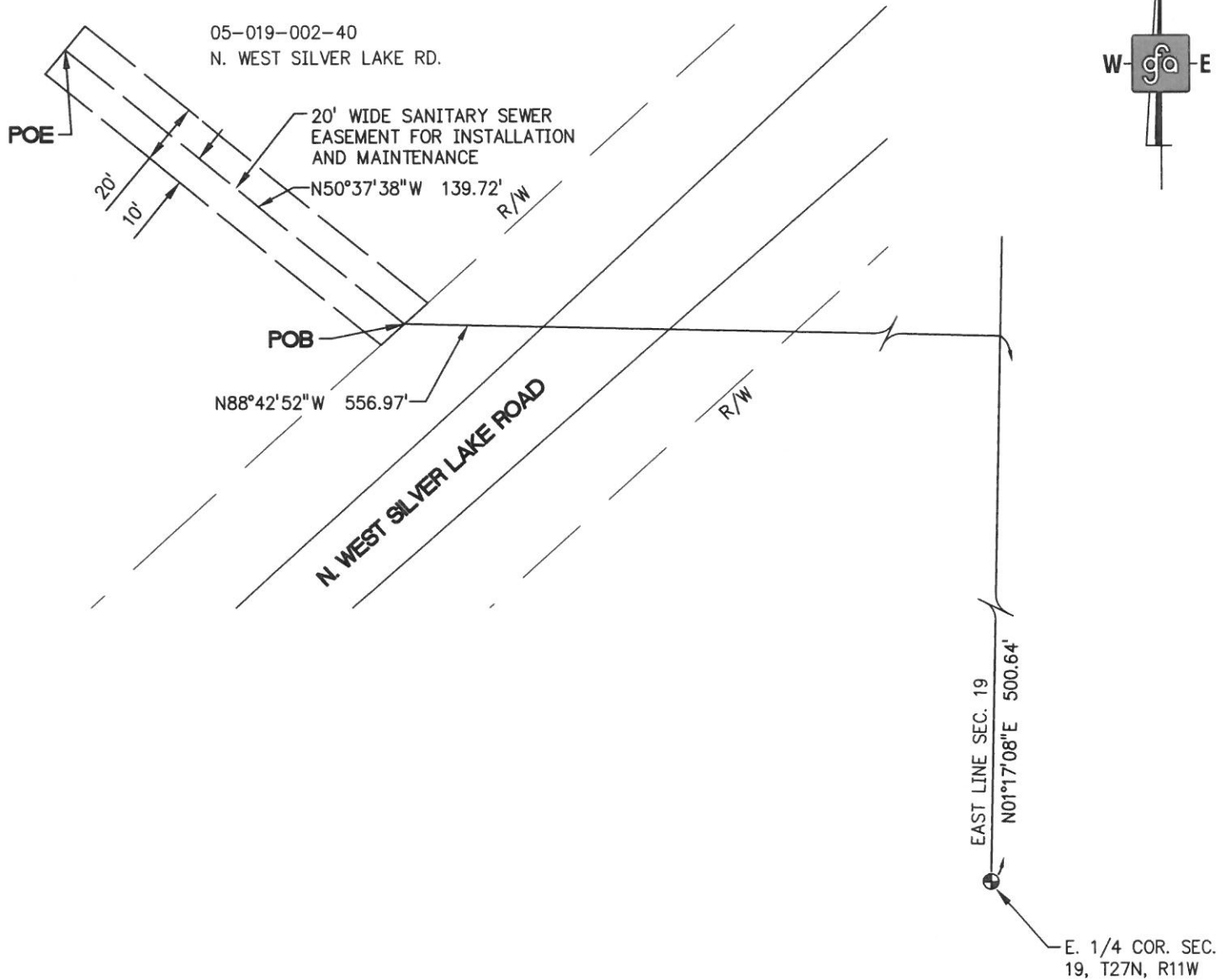
REV: .

EXHIBIT A

SURVEY LEGEND



GOVERNMENT CORNER (AS NOTED)



GRAPHIC SCALE: 1 inch = 50 feet



PREPARED FOR: **CHARTER TOWNSHIP OF GARFIELD**

BASIS OF BEARINGS: MI. STATE PLANE COORD. SYSTEM, CENTRAL ZONE, NAD83(2011)

ENGINEERING SURVEYING TESTING & OPERATIONS		http://gfa.tc	231.946.5874 (p)	231.946.3703 (f)	Location: PART OF THE NE 1/4 OF SECTION 19, TOWN 27 NORTH, RANGE 11 WEST GARFIELD TWP., GRAND TRAVERSE CO., MI	DATE: 29 July 2024
						P.M.: CHRIS LESTER P.S.
123 West Front Street Traverse City, MI 49684						DR.: JSF CKD.: CLL
						22230
						SHT 1 OF 2

THESE DOCUMENTS ARE PREPARED IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE CONTRACT FOR THIS PROJECT.

T: \PROJECTS\22230\DWG\SURVEY\22230_ESMT.DWG (08-05-24 3:24 PM) JFEWINS

REV: .

EASEMENT DESCRIPTION

Legal Description: Sanitary Sewer Easement

20.00 foot wide easement for installation and maintenance of sanitary sewer line.





Land located in the Northeast one-quarter of Section 19, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County Michigan, located 10.00 feet each side of the following described centerline:

Commencing at the East one-quarter corner of said Section 19;
thence North 01°17'08" East, 500.64 feet,
along the East line of said Section 19;
thence North 88°42'52" West, 556.97 feet,
to a point on the Northerly right of way line of North West Silver Lake Road and
the **Point of Beginning**;
thence North 50°37'38" West, 139.72 feet,
to the **Point of Ending**.

The sidelines of said 20.00 wide sanitary sewer easement centerline are to be extended or shortened to meet at angle points beginning at the Northerly right of way of North West Silver Lake Road, and ending perpendicular to the **Point of Ending**.

PREPARED FOR: **CHARTER TOWNSHIP OF GARFIELD**

BASIS OF BEARINGS: MI. STATE PLANE COORD. SYSTEM, CENTRAL ZONE, NAD83(2011)

ENGINEERING SURVEYING TESTING & OPERATIONS		 http://gfa.tc	Location: PART OF THE NE 1/4 OF SECTION 19, TOWN 27 NORTH, RANGE 11 WEST GARFIELD TWP., GRAND TRAVERSE CO., MI	DATE: 29 July 2024
123 West Front Street Traverse City, MI 49684	 231.946.5874 (p)	 231.946.3703 (f)		P.M.: CHRIS LESTER P.S.
				DR.: JSF CKD.: CLL
				22230
				SHT 2 OF 2

THESE DOCUMENTS ARE PREPARED IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE CONTRACT FOR THIS PROJECT.

T: \PROJECTS\22230\DWG\SURVEY\22230_ESMT.DWG (08-05-24 3:24 PM) JFEWINS

REV: .

GRANT OF EASEMENT

KNOW ALL MEN BY THESE PRESENTS: that White Pine Partners, INC, (Grantor), whose address is 2400 East Crown Drive, Traverse City Michigan, 49685 for and in consideration of One Dollar and 00/100 cents (\$1.00) grants and conveys to the Township of Garfield, a Michigan municipal corporation, (Grantee), whose address is 3848 Veterans Drive, Traverse City, MI 49684, and the successors and assigns of Grantee, a non-exclusive easement for the purposes of laying constructing, maintaining, operating, repairing, substituting, removing, enlarging, inspecting and replacing public and private utilities, through, along and across the following described property:

Situated in the Township Garfield, County of Grand Traverse, State of Michigan, to wit:

20 ' WIDE PUBLIC UTILITY EASEMENT

A 20 foot wide easement for the installation and maintenance of PUBLIC WATER and/or SEWER and appurtenance in part of Section 19, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County, Michigan, said Easement being part of the Tax Parcel # 05-019-002-40, which is more fully described as;

Legal Description: See Exhibit A, attached and incorporated hereto.

Subject of other easements or restrictions, if any.

Together with the right of ingress and egress to, from and over said lands, and subject to other easements or restrictions, if any.

The Grantee shall replace and restore the property to the condition in which it is found whenever any construction or maintenance occurs within the easement area. Grantee shall not be responsible for replacing any trees or vegetation in the easement area that are disturbed as a result of construction or maintenance. Grantors agree that no buildings or other structures will be placed within the boundaries of said easement, and Grantor shall not plant any trees or vegetation in the easement that interfere with Grantees rights under this easement. Grantee shall have the right to remove any buildings, fences, structures, trees or vegetation placed within the easement and Grantor shall be responsible for the cost of such removal.

This easement and associated rights and restriction are granted in perpetuity.

Grantor and Grantee, as used herein, shall be deemed to be plural, when required to be so, and shall include the heirs, successors and assigns of the parties hereto.

The word "easement", as used herein, shall be deemed to be plural when required to be so.

The rights, obligations and restrictions under this Grant of Easement shall run with the land of Grantors and shall be binding on the successors and assigns of Grantors.

Dated this _____ day of _____, 2024

Grantor

Grantor

STATE OF MICHIGAN
COUNTY OF GRAND TRAVERSE

Acknowledged before me in on the ____ day of _____, 20__

by _____, Grantors

Notary Public:

_____, Michigan

My Commission Expires: _____

Drafted by and when recorded return to:

Name

Company

Address

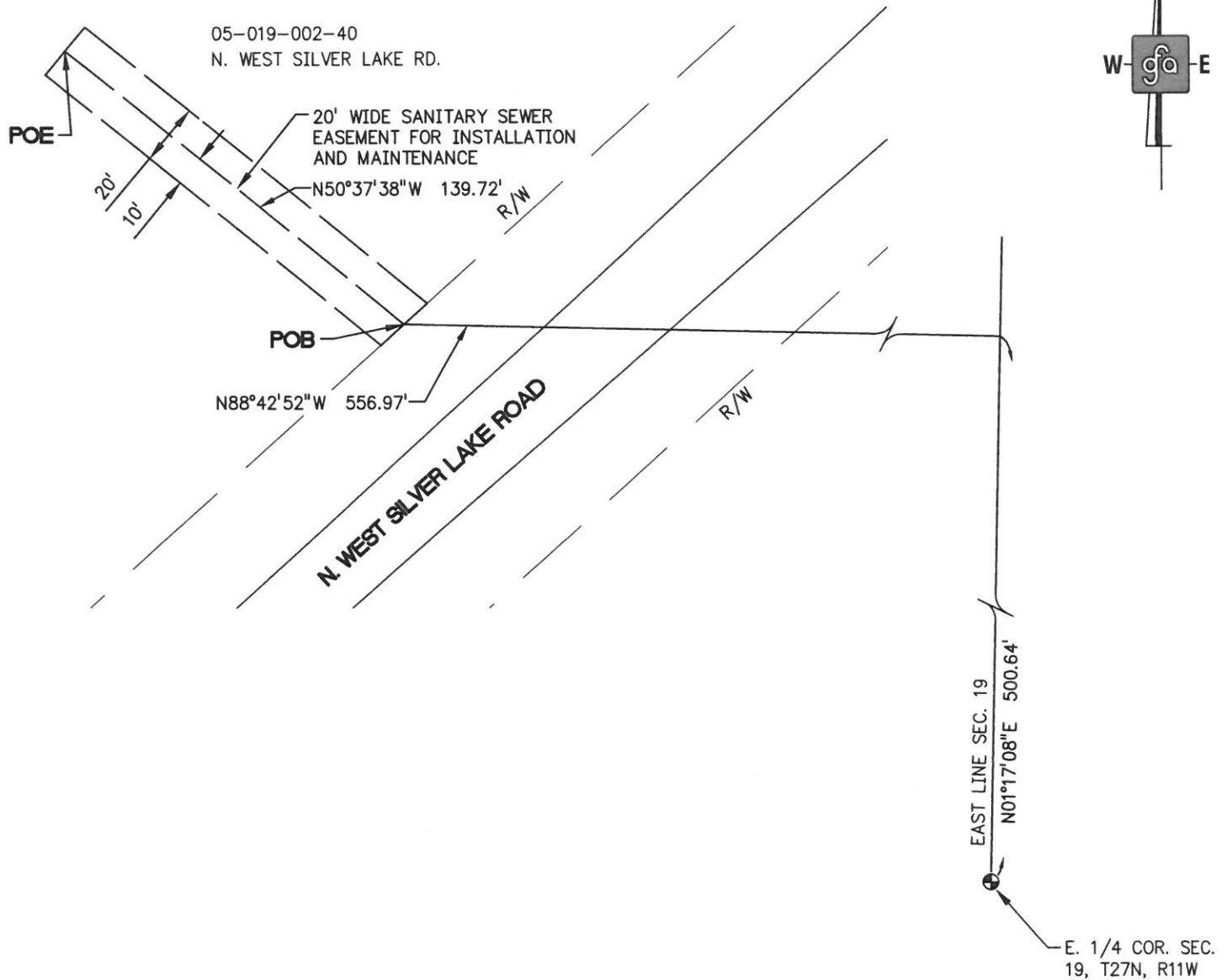
Address

EXHIBIT A

SURVEY LEGEND



GOVERNMENT CORNER (AS NOTED)



PREPARED FOR:

CHARTER TOWNSHIP OF GARFIELD

BASIS OF BEARINGS:

MI. STATE PLANE COORD. SYSTEM, CENTRAL ZONE, NAD83(2011)

**ENGINEERING
SURVEYING
TESTING & OPERATIONS**

123 West Front Street
Traverse City, MI 49684



<http://gfa.tc>

231.946.5874 (p)

231.946.3703 (f)

Location:

**PART OF
THE NE 1/4 OF
SECTION 19, TOWN 27 NORTH, RANGE 11 WEST
GARFIELD TWP., GRAND TRAVERSE CO., MI**

DATE: 29 July 2024

P.M.: CHRIS LESTER P.S.

DR.: JSF CKD.: CLL

22230

SHT 1 OF 2

THESE DOCUMENTS ARE PREPARED IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE CONTRACT FOR THIS PROJECT.

T:\PROJECTS\22230\DWG\SURVEY\22230_ESMT.DWG (08-05-24 3:24 PM) JFEWINS

REV: .

EASEMENT DESCRIPTION

Legal Description: Sanitary Sewer Easement

20.00 foot wide easement for installation and maintenance of sanitary sewer line.





Land located in the Northeast one-quarter of Section 19, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County Michigan, located 10.00 feet each side of the following described centerline:

Commencing at the East one-quarter corner of said Section 19;
thence North 01°17'08" East, 500.64 feet,
along the East line of said Section 19;
thence North 88°42'52" West, 556.97 feet,
to a point on the Northerly right of way line of North West Silver Lake Road and
the **Point of Beginning**;
thence North 50°37'38" West, 139.72 feet,
to the **Point of Ending**.

The sidelines of said 20.00 wide sanitary sewer easement centerline are to be extended or shortened to meet at angle points beginning at the Northerly right of way of North West Silver Lake Road, and ending perpendicular to the **Point of Ending**.

PREPARED FOR: **CHARTER TOWNSHIP OF GARFIELD**

BASIS OF BEARINGS: MI. STATE PLANE COORD. SYSTEM, CENTRAL ZONE, NAD83(2011)

ENGINEERING SURVEYING TESTING & OPERATIONS		 http://gfa.tc	Location: PART OF THE NE 1/4 OF SECTION 19, TOWN 27 NORTH, RANGE 11 WEST GARFIELD TWP., GRAND TRAVERSE CO., MI	DATE: 29 July 2024
123 West Front Street Traverse City, MI 49684	 231.946.5874 (p)	 231.946.3703 (f)		P.M.: CHRIS LESTER P.S.
				DR.: JSF CKD.: CLL
				22230
				SHT 2 OF 2

THESE DOCUMENTS ARE PREPARED IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE CONTRACT FOR THIS PROJECT.

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REV: .

GRANT OF EASEMENT

KNOW ALL MEN BY THESE PRESENTS: that Inwork Leasing, LLC, (Grantor), whose address is 3325 Silver Farms Lane, Traverse City Michigan, 49684 for and in consideration of One Dollar and 00/100 cents (\$1.00) grants and conveys to the Township of Garfield, a Michigan municipal corporation, (Grantee), whose address is 3848 Veterans Drive, Traverse City, MI 49684, and the successors and assigns of Grantee, a non-exclusive easement for the purposes of laying constructing, maintaining, operating, repairing, substituting, removing, enlarging, inspecting and replacing public and private utilities, through, along and across the following described property:

Situated in the Township Garfield, County of Grand Traverse, State of Michigan, to wit:

20 ' WIDE PUBLIC UTILITY EASEMENT

A 20 foot wide easement for the installation and maintenance of PUBLIC WATER and/or SEWER and appurtenance in part of Section 20, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County, Michigan, said Easement being part of the Tax Parcel # 05-020-021-10, which is more fully described as;

Legal Description: See Exhibit A, attached and incorporated hereto.

Subject of other easements or restrictions, if any.

Together with the right of ingress and egress to, from and over said lands, and subject to other easements or restrictions, if any.

The Grantee shall replace and restore the property to the condition in which it is found whenever any construction or maintenance occurs within the easement area. Grantee shall not be responsible for replacing any trees or vegetation in the easement area that are disturbed as a result of construction or maintenance. Grantors agree that no buildings or other structures will be placed within the boundaries of said easement, and Grantor shall not plant any trees or vegetation in the easement that interfere with Grantees rights under this easement. Grantee shall have the right to remove any buildings, fences, structures, trees or vegetation placed within the easement and Grantor shall be responsible for the cost of such removal.

This easement and associated rights and restriction are granted in perpetuity.

Grantor and Grantee, as used herein, shall be deemed to be plural, when required to be so, and shall include the heirs, successors and assigns of the parties hereto.

The word "easement", as used herein, shall be deemed to be plural when required to be so.

The rights, obligations and restrictions under this Grant of Easement shall run with the land of Grantors and shall be binding on the successors and assigns of Grantors.

Dated this _____ day of _____, 2024

Grantor

Grantor

STATE OF MICHIGAN
COUNTY OF GRAND TRAVERSE

Acknowledged before me in on the ____ day of _____, 20____
by _____, Grantors

Notary Public:

_____, Michigan

My Commission Expires: _____

Drafted by and when recorded return to:

Name

Company

Address

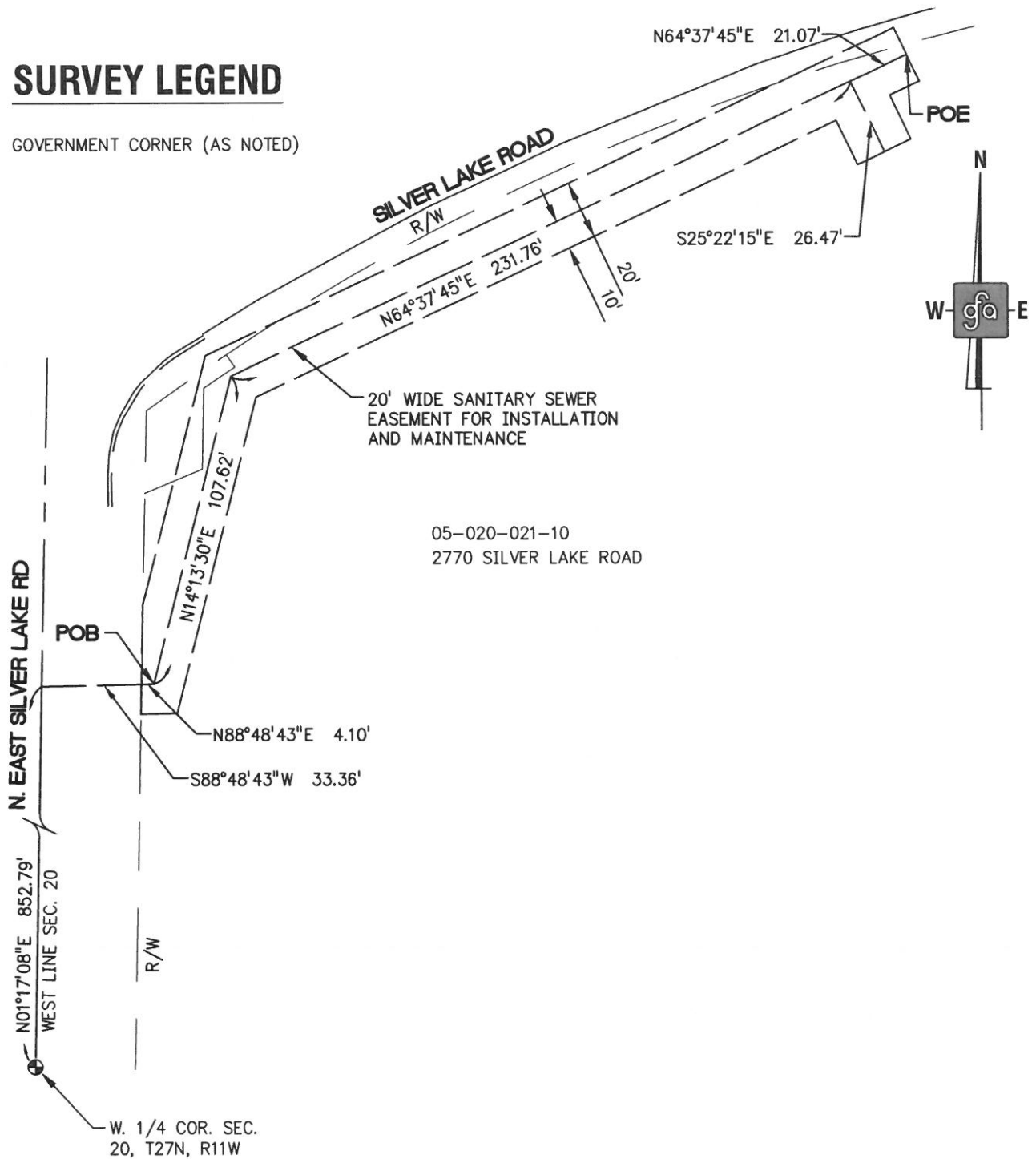
Address

EXHIBIT A

SURVEY LEGEND



GOVERNMENT CORNER (AS NOTED)



PREPARED FOR:

CHARTER TOWNSHIP OF GARFIELD

BASIS OF BEARINGS: MI. STATE PLANE COORD. SYSTEM, CENTRAL ZONE, NAD83(2011)

**ENGINEERING
SURVEYING
TESTING & OPERATIONS**

123 West Front Street
Traverse City, MI 49684



<http://gfa.tc>

231.946.5874 (p)

231.946.3703 (f)

Location:

**PART OF
THE NW 1/4 OF
SECTION 20, TOWN 27 NORTH, RANGE 11 WEST
GARFIELD TWP., GRAND TRAVERSE CO., MI**

DATE: 29 July 2024
P.M.: CHRIS LESTER P.S.
DR.: JSF CKD.: CLL
22230
SHT 1 OF 2

THESE DOCUMENTS ARE PREPARED IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE CONTRACT FOR THIS PROJECT.

T:\PROJECTS\22230\DWG\SURVEY\22230_ESMT.DWG (08-05-24 3:21 PM) JFEWINS

REV: .

EASEMENT DESCRIPTION

Legal Description: Sanitary Sewer Easement

20.00 foot wide easement for installation and maintenance of sanitary sewer line.





Land located in the Northwest one-quarter of Section 20, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County Michigan, located 10.00 feet each side of the following described centerline:

Commencing at the West one-quarter corner of said Section 20;
thence North 01°17'08" East, 852.79 feet,
along the West line of said Section 20;
thence North 88°48'43" East, 33.36 feet,
to a point on the Easterly right of way line of North East Silver Lake Road and
the **Point of Beginning**;
thence North 88°48'43" East, 4.10 feet;
thence North 14°13'30" East, 107.62 feet;
thence North 64°37'45" East, 231.76 feet;
thence South 25°22'15" East, 26.47 feet;
thence North 25°22'15" West, 26.47 feet;
thence North 64°37'45" East, 21.07 feet,
to the **Point of Ending**.

The sidelines of said 20.00 wide sanitary sewer easement centerline are to be extended or shortened to meet at angle points beginning on Easterly right of way line of North East Silver Lake Road, and ending perpendicular to the **Point of Ending**.

PREPARED FOR: **CHARTER TOWNSHIP OF GARFIELD**


BASIS OF BEARINGS: MI. STATE PLANE COORD. SYSTEM, CENTRAL ZONE, NAD83(2011)

ENGINEERING SURVEYING TESTING & OPERATIONS 123 West Front Street Traverse City, MI 49684	  http://gfa.tc  231.946.5874 (p)  231.946.3703 (f)	Location: PART OF THE NW 1/4 OF SECTION 20, TOWN 27 NORTH, RANGE 11 WEST GARFIELD TWP., GRAND TRAVERSE CO., MI	<table border="1"><tr><td>DATE:</td><td>29 July 2024</td></tr><tr><td>P.M.:</td><td>CHRIS LESTER P.S.</td></tr><tr><td>DR.:</td><td>JSF</td></tr><tr><td>CKD.:</td><td>CLL</td></tr><tr><td colspan="2">22230</td></tr><tr><td>SHT</td><td>2 OF 2</td></tr></table>	DATE:	29 July 2024	P.M.:	CHRIS LESTER P.S.	DR.:	JSF	CKD.:	CLL	22230		SHT	2 OF 2
DATE:	29 July 2024														
P.M.:	CHRIS LESTER P.S.														
DR.:	JSF														
CKD.:	CLL														
22230															
SHT	2 OF 2														

THESE DOCUMENTS ARE PREPARED IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE CONTRACT FOR THIS PROJECT.

T: \PROJECTS\22230\DWG\SURVEY\22230_ESMT.DWG (08-05-24 3:21 PM) JFEWINS

REV: .

 Charter Township of Garfield Planning Department Report No. 2024-67		
Prepared:	August 20, 2024	Pages: 2
Meeting:	August 27, 2024 Township Board	Attachments: <input checked="" type="checkbox"/>
Subject:	Zoning Ordinance R-3 Amendment – Introduction / Set Public Hearing	

BACKGROUND:

The goal for housing in the Master Plan is “Provide a balance of housing choices with a variety of housing types.” This goal also aligns with the Township’s Strategic Plan. Currently any multi-family housing larger than a duplex requires a special use permit. To implement the housing goal in part and to provide flexibility for smaller multi-family housing, the following changes to the Zoning Ordinance are being recommended by the Planning Commission:

- Define “Dwelling, Triplex” (3 dwelling units) and allow by right in the R-3 district
- Define “Dwelling, Quadplex” (4 dwelling units) and allow by right in the R-3 district
- Redefine “Dwelling, Multiple Family” for anything requiring a Special Use Permit in R-3
- Require a Minimum Lot Size of 12,000 square feet for a Triplex and a Minimum Lot Size of 16,000 square feet for a Quadplex

The proposed amendment was introduced at the Planning Commission study session on July 24, 2024. A public hearing for the proposed amendment was held at the August 14, 2024 Planning Commission meeting, and the Commissioners recommended adoption of the proposed amendment to the Township Board. The proposed amendment language is attached to this report.

STAFF COMMENT:

The proposed amendment would cover the following sections of the Zoning Ordinance:

- **Section 201 – General Definitions**
 - Change the definition of “Dwelling, Multiple-Family” from three (3) to five (5) or more families
 - Add a definition for “Dwelling, Three-Family (Triplex)”
 - Add a definition for “Dwelling, Four-Family (Quadplex)”
- **Table 3-4 Use Chart**
 - Add the word “(Duplex)” to “Dwelling, Two-Family”
 - Add “Dwelling, Three-Family (Triplex)” as a use by right in R-3
 - Add “Dwelling, Four-Family (Quadplex)” as a use by right in R-3
- **Section 315 – R-3 (Multiple Family Residential)**
 - Add the word “(Duplex)” to “Dwelling, Two-Family”
 - Add “Dwelling, Three-Family (Triplex)” as a use by right
 - Add “Dwelling, Four-Family (Quadplex)” as a use by right
 - For Minimum Lot Area, add “Three-Family (Triplex): 12,000 sq. ft.” and “Four-Family (Quadplex): 16,000 sq. ft.”
 - For Minimum Lot Width, add “Three-Family (Triplex): 100 feet” and “Four-Family (Quadplex): 100 feet”
 - For Minimum Yard Setbacks (A), change side setbacks to “Each Side: 10 feet” and “Each Side (Multi-Family only): 20 feet”

PROCESS:

The process for approving a text amendment includes two public hearings: one at the Planning Commission and one at the Township Board. The proposed text amendment is placed on tonight's agenda to set a public hearing for the September 24, 2024 Township Board regular meeting.

ACTION REQUESTED:

If the Township Board is prepared to schedule the attached proposed amendment to Ordinance No. 68, the Garfield Township Zoning Ordinance, for public hearing, then the following motion is suggested:

MOTION THAT the proposed amendment to Ordinance No. 68, the Garfield Township Zoning Ordinance, as attached to Planning Department Report 2024-67, BE SCHEDULED for public hearing for the September 24, 2024 Township Board Regular Meeting.

Any additional information deemed necessary by the Township Board should be added to this motion.

Attachments:

1. Proposed Amendments to Sections 201 - General Definitions, Table 3-4 Use Chart, and Section 315 - R-3 (Multiple Family Residential)

SECTION 201 GENERAL DEFINITIONS

For purposes of this Ordinance, certain terms or words used herein shall be interpreted or defined as follows:

@@@@

Dwelling: Any building or structure or part thereof which contains one (1) or more dwelling units. For the purposes of this Ordinance, "Mobile Home" and "Recreational Unit" are each defined separately.

Dwelling, Single-Family: A dwelling unit designed for exclusive occupancy by a single family that is not attached to any other dwelling by any means and is surrounded by open area or yards.

Dwelling, Multiple-Family: ~~A dwelling or group of dwellings on one lot used or designed to contain separate living units for three (3) or more families, including triplex units, apartment houses, cooperatives, garden apartments and condominiums.~~ A building, a portion thereof, or buildings containing five (5) or more dwelling units and designed for or occupied by five (5) or more families living independently of each other.

Dwelling, Two-Family (Duplex): A building containing two single family dwelling units totally separated from each other by an un-pierced, above ground, wall or floor and occupied exclusively by two (2) families living independently of each other.

Dwelling, Three-Family (Triplex): A building containing three (3) single-family dwelling units totally separated from each other by an un-pierced, above ground, wall or floor and occupied exclusively by three (3) families living independently of each other.

Dwelling, Four-Family (Quadplex): A building containing four (4) single-family dwelling units totally separated from each other by an un-pierced, above ground, wall or floor and occupied exclusively by four (4) families living independently of each other.

Dwelling Unit: A building or portion thereof designed exclusively for residential occupancy by one (1) family and having cooking facilities.

@@@@

Use Name	R-1	R-2	R-3	R-R	R-M	C-L	C-O	C-G	C-H	C-P	I-G	I-L	A	P-R	Conditions
Mortuary or Funeral Home			SC			SUP		SC			SUP				§ 760
Office						R	R	R	R	R	SUP				
Off-Site Parking						R	SC	R			SUP	SUP			
Open Space Preservation	SC	SC	SC	SC											§ 428
Outdoor Entertainment Center, Major												SUP	SUP		§ 761
Outdoor Entertainment Center, Minor								R							
Outdoor Sales, Major								SC	SC		SUP				§ 762.A
Outdoor Sales, Minor								SC	SC						§ 762.B
Outdoor Sales, Temporary						SC		SC	SC						§ 762.C
Outdoor Storage, Accessory Use	SC	SC	SC	SC											§ 613.A (4)
Outdoor Storage, Primary Use											SC	SC			§ 763
Park, Mini	R	R	R	R	R	R	R	R	R	R	R	R	R	R	
Park, Neighborhood	R	R	R	R							R	R	R	R	
Park, Community - Low Intensity														R	
Park, Community - High Intensity														SUP	
Passenger Terminal								R	R		R	R			§ 764
Pet Grooming Establishment							R	R			R		R		
Pet Shop						SC		SC		R	SUP				§ 765
Printing or Publishing Enterprise											R	R			
Processing Operation											SUP	SUP			
Professional Showroom							R								
Professional Studio							R	R		R	SUP				
Recreational Facility								R	SC	R	R	R			
Recreational Field Complex	SC	SC	SC	SC									SUP		§ 766
Recycling Facility												SUP			
Rehabilitation Center							R								
Research and Design Facility							SC				SC	SC			§ 767
Restaurant, with Drive-Through								SUP	R	R					§ 768; § 730
Restaurant, without Drive-Through						SC		R	R	R					§ 768
Retail Fabricator								SUP							§ 769
Retail, Industrial Accessory											R	R			§ 611
Retail, Industrial Primary											SUP				§ 770
Retail, Low Volume						R		R	R	R					
Retail, Medium Volume								R	R	R					
Retail, High Volume								SUP	R	R					

Use Name	R-1	R-2	R-3	R-R	R-M	C-L	C-O	C-G	C-H	C-P	I-G	I-L	A	P-R	Conditions
Roadside Stand													R		
Sale of Prefabricated Structures								SUP							
Sand or Gravel Pit, Quarry												SUP	SUP		§ 771
Service Establishment, Business						SC		R	R	R					§ 772
Service Establishment, Personal						R	R	R	R						
Sexually Oriented Businesses								SC							§ 640
Shopping Center, General								SUP							
Shopping Center, Local						SUP		SC							
Small Warehousing Establishment											R	R			
Solar Energy System, Accessory	R	R	R	R	R	R	R	R	R	R	R	R	R	R	§ 773.A
Solar Energy System, Primary	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	§ 773.B
Stormwater Containment, Non-Agricultural													SC		§ 774
Swimming Pool, Private	SC	SC	SC	SC											§ 776
Transportation Dispatch Center											R	R			
Truck or Rail Freight Terminal											SUP	SUP			
Vehicle Dealership, with Outdoor Sales								SC	SC		SUP				§ 762
Vehicle Dealership, without Outdoor Sales								R	SC		SC				
Vehicle Service Center, Major								R	R		R	R			
Vehicle Service Center, Minor								R	R		SUP	SUP			
Veterinary Hospital						SC	SC	SC	R		R		SUP		
Warehouse or Distribution Center											R	R			
Warehouse or Distribution Center, Hazardous Materials												SUP			§ 777
Waterfront Stairways and Landings	SC	SC	SC	SC											§ 778
Wholesaler								SC			R	R			§ 779
Wind Energy Conversion System						SUP		SUP			SUP	SUP	SUP		§ 780
Wind Energy Conversion System, Personal	SUP	SUP	SUP	SUP	SUP								SC		§ 781
Wireless Communication Facilities								SUP	SUP		SUP	SUP	SUP		§ 792

SECTION 315 R-3 (MULTIPLE FAMILY RESIDENTIAL)

PURPOSE – The R-3 (Multiple Family Residential) districts provide areas for medium to high density one and two family residential dwelling units mixed with a variety of multiple family residential dwelling types, including apartments and group housing, where adequate public facilities and services exist with capacity to serve such development. The districts are composed mainly of areas containing an existing mix of these dwelling types 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. The R-3 districts are designed to encourage a suitable neighborhood environment for family life by including among the permitted uses such facilities as schools, places of worship and parks that will promote a sense of community, urban vitality and the efficient provision of infrastructure. R-3 district regulations are designed to allow for market and design flexibility while preserving the neighborhood character and permitting applicants to cluster development to preserve environmentally sensitive and natural land areas.

A. USES PERMITTED BY RIGHT:

- (1) Adult Foster Care, Family Home
- (2) Cemetery
- (3) Dwelling, Single Family
- (4) Dwelling, Two Family (Duplex)
- (5) Dwelling, Three-Family (Triplex)
- (6) Dwelling, Four-Family (Quadplex)
- (7) Essential Service Facility, Minor – § 737.A
- (8) Home Occupation
- (9) Park, Mini
- (10) Park, Neighborhood
- (11) Solar Energy System, Accessory – § 773.A

(3) Adult Foster Care Facility – § 710

(4) Bed and Breakfast – § 713

(5) Boarding Residence – § 714

(6) Child Care Center – § 720

(7) Dwelling, Multiple Family

(8) Essential Service Facility, Major – § 737.B

(9) Institutional Uses and Structures – § 752

(10) Solar Energy System, Primary – § 773.B

(11) Wind Energy Conversion System, Personal – § 781

B. USES PERMITTED BY SPECIAL CONDITIONS:

- (1) Child Care, Family Home (<7) – § 718
- (2) Child Care, Small Group Home (7-12) – § 719
- (3) Golf Course or Country Club – § 749
- (4) Keeping of Chickens, Personal – § 754.A
- (5) Medical Marijuana Residential Cultivation – § 758

(6) Mortuary or Funeral Home – § 760

(7) Open Space Preservation – § 428

(8) Outdoor Storage, Accessory Use – § 613.A (4)

(9) Recreational Field Complex – § 766

(10) Swimming Pool, Private – § 776

(11) Waterfront Stairways and Landings – § 778

C. USES PERMITTED BY SPECIAL USE PERMIT:

- (1) Adult Foster Care, Small Group Home – § 708
- (2) Adult Foster Care, Large Group Home – § 709

D. ADDITIONAL STANDARDS:

- (1) Driveways for single family residences shall comply with § 511.
- (2) Completion. Any single-family dwelling, accessory building or addition thereto must be completed on the exterior surface with a suitable finishing material including painting or staining in the case of wood, within two (2) years from date of issuance of a land use permit or one (1) year from the date of occupancy whichever occurs last.
- (3) Uses permitted by Special Use Permit in the R-3 District shall provide a minimum of 300-square feet of open space per dwelling unit. Required open space shall be consolidated and contiguous to the greatest extent reasonably possible to provide usable park-like areas. Structures shall be adjoined by open space areas on at least one side.

E. DIMENSIONAL STANDARDS:

Minimum Lot Area:

- One-Family: 10,000 sq. ft.
- Two-Family (Duplex): 10,000 sq. ft.
- Three-Family (Triplex): 12,000 sq. ft.
- Four-Family (Quadplex): 16,000 sq. ft.
- Multi-Family 4,000 sq. ft. per dwelling unit

Minimum Lot Width:

- 1- Family w/ Public Sewer 65 feet
- 1- Family w/o Public Sewer 100 feet
- 2-Family w/ Public Sewer 70 feet
- 2-Family w/o Public Sewer 100 feet
- Three-Family 100 feet
- Four-Family 100 feet
- Multi-Family 100 feet

Maximum Building Height:

- In Stories: 3 stories
- In Feet: 40 feet (See section 341)

Minimum Yard Setbacks (A):

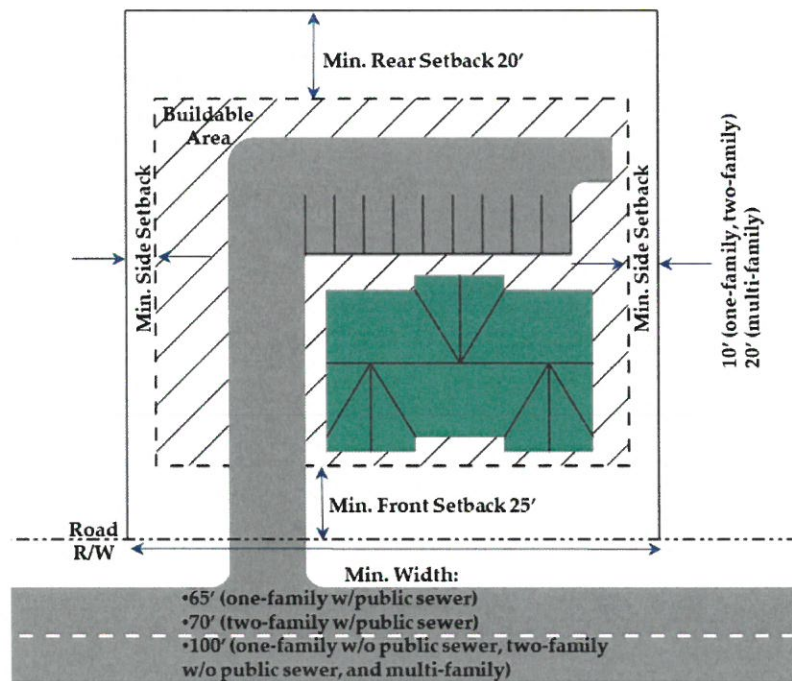
- Front: 25 feet
- Each Side: 10 feet
- Each Side (Multi-Family only): 20 feet
- Rear: 20 feet

Maximum Lot Coverage: 35 %

Minimum Bldg. Cross Section: 24 feet

Notes to Dimensional Standards:

(A) Setbacks shall be measured from the furthest protruding point of structure.



Not to scale. To be used for illustrative purposes only

Karen Leaver

From: Chuck Korn
Sent: Tuesday, August 20, 2024 3:31 PM
To: Karen Leaver
Subject: Fwd: Oakleaf Village of Traverse City, LLC - liquor license request
Attachments: Local Government Approval Form LCC106.pdf

For our next meeting.

Chuck Korn, Supervisor
Charter Township of Garfield

Begin forwarded message:

From: Steven Grobbel <SGrobbel@cebhlaw.com>
Date: August 20, 2024 at 2:46:45 PM EDT
To: Chuck Korn <ckorn@garfield-twp.com>
Subject: Oakleaf Village of Traverse City, LLC - liquor license request

Chuck,

As I mentioned in my recent telephone message to you, I am the liquor licensing attorney for Oakleaf Village of Traverse City, LLC ("Oakleaf Village"). Oakleaf Village has built a new senior independent living/assisted living facility at 5143 N. Long Lake Road. As part of the amenities it will offer to its residents, Oakleaf Village would like to be able to serve alcohol to the residents and their guests in the café and pub areas of the main building. It will not be open to the general public. The Michigan Liquor Control Commission ("MLCC") has a special license for retirement centers like Oakleaf Village known as a Continuing Care Retirement Center License. The MLCC issues the License, and it does not come out of the municipality's license quota. But MLCC rules require that the local municipality approve the issuance of the License.

You have been kind enough to place this matter on the August 23rd Board Meeting agenda. I've attached the MLCC Local Approval Form (LCC-106) for use by the Township Clerk following the vote on Oakleaf Village's request. Once it has been filled out and signed, will you please arrange to have it e-mailed back to me.

Please let me know if you would like, or we should have, a representative of Oakleaf Village present at the meeting to answer any questions the Board may have.

Thank you very much for your assistance. If you should have any questions, please feel free to contact me.

Steve

Steven J. Grobbel
CARLIN EDWARDS BROWN PLLC
423 N. Main St. Suite 220, Royal Oak, MI 48067

Main: (248) 816-5000 x2

Direct:(248) 655-7915

sgrobbel@cebhlaw.com

www.cebhlaw.com

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WE HAVE MOVED. PLEASE NOTE OUR NEW ADDRESS



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll Free: 866-813-0011 • www.michigan.gov/lcc

3.h.

Business ID: _____

Request ID: _____

(For MLCC use only)

Local Government Approval
(Authorized by MCL 436.1501)

RESOLUTION 2024-23-T

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ regular _____ meeting of the _____ Garfield Township _____ council/board
(regular or special) (name of township, city, village)
called to order by _____ on _____ at _____
(date) (time)
the following resolution was offered:

Moved by _____ and supported by _____

that the application from Oakleaf Village of Traverse City, LLC
(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): Continuing Care Retirement Center License per MCL 436.1545(1)(b)(ii)
(list specific licenses requested)

to be located at: 5143 N. Long Lake Road, Traverse City, Michigan 49685

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the
council/board at a _____ meeting held on _____
(regular or special) (date) (name of township, city, village)

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Overnight packages: 2407 N. Grand River, Lansing, MI 48906

Fax to: 517-763-0059

**CHARTER TOWNSHIP OF GARFIELD
GRAND TRAVERSE COUNTY, MICHIGAN**

RESOLUTION TO AMEND THE BUDGET

RESOLUTION #2024-24-T

BE IT HEREBY RESOLVED, THAT budget amendment to take \$19,000 from the Fund Balance (101-000-380.000) and put it in Community Promotion – Economic Development (101-720-880.003), be approved.

Moved:

Supported:

Yeas:

Nays:

Absent and excused:

The Chairman, Chuck Korn, declared the motion carried and Resolution 2024-24-T adopted this 27th day of August 2024.

Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2024-24-T which was adopted by the Township Board of the Charter Township of Garfield on the 27th day of August 2024.

Lanie McManus, Clerk

Garfield Township Responses

July 2024

6.a.

Nature of Call	GT-Garfield	Total
10-Chest Pain (Non-Traumatic)	20	20
12-Convulsions/Seizures	22	22
13-Diabetic Problems	8	8
17-Falls	67	67
18-Headache	2	2
19-Heart Problems / A.I.C.D.	6	6
1-Abdominal Pain/Problems	8	8
20-Heat/Cold Exposure	2	2
21-Hemorrhage/Lacerations	9	9
22-Inaccessible Incident/Other Entrapments (I	1	1
23-Overdose / Poisoning (Ingestion)	3	3
24-Pregnancy/Childbirth/Miscarriage	4	4
25-Psychiatric/ Abnormal Behavior/Suicide At	4	4
26-Sick Person (Specific Diagnosis)	79	79
27-Stab/Gunshot/Penetrating Trauma	1	1
28-Stroke (CVA)	9	9
29-Traffic/Transportation/Accidents	23	23
2-Allergies (Reactions)/Envenomations (Sting	4	4
30-Traumatic Injuries (Specific)	7	7
31-Unconscious/Fainting (Near)	13	13
32-Unknown Problem (Man Down)	25	25
4-Assault/Sexual Assault	4	4
5-Back Pain (Non-traumatic or Non Recent Tra	10	10
6-Breathing Problems	39	39
7-Burns (Scalds) /Explosion	5	5
8-Carbon Monoxide/Inhalation/HazMat	2	2
9-Cardiac or Respiratory Arrest/Death	5	5
Total	382	382

Call Disposition	GT-Garfield	Total
Transport	236	236
Refusal	63	63
Cancelled	83	83
Total	382	382

Response Priority	GT-Garfield	Total
P-1 Emergency ALS	179	179
P-2 Emergency BLS	116	116
P-3 Non-Emergent	85	85
P-18 Stage	2	2
Total	382	382

Garfield Response Times

July 2024



P-1 Life Threatening Emergency

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
	2	2	0.54%	0.54 %
00:00 - 00:59	15	17	4.08%	4.62 %
01:00 - 01:59	14	31	3.80%	8.42 %
02:00 - 02:59	19	50	5.16%	13.59 %
03:00 - 03:59	22	72	5.98%	19.57 %
04:00 - 04:59	52	124	14.13%	33.70 %
05:00 - 05:59	62	186	16.85%	50.54 %
06:00 - 06:59	55	241	14.95%	65.49 %
07:00 - 07:59	35	276	9.51%	75.00 %
08:00 - 08:59	37	313	10.05%	85.05 %
09:00 - 09:59	23	336	6.25%	91.30 %
10:00 - 10:59	7	343	1.90%	93.21 %
11:00 - 11:59	2	345	0.54%	93.75 %
12:00 - 12:59	9	354	2.45%	96.20 %
13:00 - 13:59	10	364	2.72%	98.91 %
15:00 and up	4	368	1.09%	100.00 %

P-2 Emergency No Lights

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
00:00 - 00:59	7	7	2.95%	2.95 %
01:00 - 01:59	2	9	0.84%	3.80 %
02:00 - 02:59	16	25	6.75%	10.55 %
03:00 - 03:59	19	44	8.02%	18.57 %
04:00 - 04:59	25	69	10.55%	29.11 %
05:00 - 05:59	31	100	13.08%	42.19 %
06:00 - 06:59	34	134	14.35%	56.54 %
07:00 - 07:59	38	172	16.03%	72.57 %
08:00 - 08:59	16	188	6.75%	79.32 %
09:00 - 09:59	6	194	2.53%	81.86 %
10:00 - 10:59	14	208	5.91%	87.76 %
11:00 - 11:59	5	213	2.11%	89.87 %
12:00 - 12:59	11	224	4.64%	94.51 %
14:00 - 14:59	2	226	0.84%	95.36 %
15:00 and up	11	237	4.64%	100.00 %

P-3 Downgrade (No Lts/Sirens)

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
02:00 - 02:59	3	3	1.73%	1.73 %
03:00 - 03:59	11	14	6.36%	8.09 %
04:00 - 04:59	11	25	6.36%	14.45 %
05:00 - 05:59	10	35	5.78%	20.23 %
06:00 - 06:59	22	57	12.72%	32.95 %
07:00 - 07:59	20	77	11.56%	44.51 %
08:00 - 08:59	23	100	13.29%	57.80 %
09:00 - 09:59	14	114	8.09%	65.90 %
10:00 - 10:59	16	130	9.25%	75.14 %
11:00 - 11:59	14	144	8.09%	83.24 %
13:00 - 13:59	7	151	4.05%	87.28 %
14:00 - 14:59	5	156	2.89%	90.17 %
15:00 and up	17	173	9.83%	100.00 %

BACKGROUND

Township staff was requesting a deep cleaning of our carpets twice a year and the tile around once a year. Winter salt and snow, along with summer dirt, gets tracked into the township hall. With new carpeting being installed, we are trying to extend the life span of the carpet. Attached are the three quotes for carpet and tile cleaning.

STAFF COMMENT:

Our current cleaning company (Contemporary Cleaning) did not want to bid carpet cleaning, but did provide a tile cleaning bid. Modernistic and Stanley Steemer also supplied bids, however, Stanley Steemer's bid was on the high end compared to Modernistic. The bids under consideration are attached and explained below.

	Tile Cleaning	Carpet/Vinyl Plank
Contemporary As needed	\$1,750.00 no grout seal	No bid
<u>Modernistic</u>		
Semi-annual (price per cleaning)		\$1,297.33
Annual		\$1,439.26

ACTION REQUESTED:

After discussion with the Township Board, it is suggested to approve Contemporary's tile cleaning bid for \$1,750 and Modernistic's annual carpet and vinyl plank cleaning for \$1,439.26.

ATTACHMENTS: Two company's bids for tile and carpet cleaning.

PROPOSAL SUBMITTED TO:

NAME Charter Township of Harfield
ADDRESS 3848 Veterans Dr.
CITY/ST/ZIP Traverse City, MI 49684
PHONE (231) 941-1620

Contemporary Cleaning

Residential • Commercial

805 MANOR
1650 Barkow, Suite #1
Traverse City, Michigan 49686

947-1687 or 499-8597

We hereby propose to furnish the materials* and provide the labor necessary for the cleaning/maintenance of:

Steam cleaning of grouted tile, main floor.

includes: front entry
North, south & east hallways,
2 bathrooms,

Atrium/reception area

* All grouted tile on main floor
contractors' area (end of east hall)
Grout between tiles and
crevices in each tile

Steam cleaned, rinsed and
allowed to dry

* SPECIAL INSTRUCTIONS RE: MATERIALS

We will use our own
supplies and equipment.

Today's Date: 6-13-2024 Proposal good for 30 days from date shown.

Work To Be Completed On: Weekends - ASAP, until completed

With Payments According to the Following Terms: \$1,750.00 billed upon completion

Signature Jon Antone
Contemporary Cleaning

Customer Signature

QUOTE



Company Address 821 Wakefield.
Plainwell, MI 49080
www.modernistic.com
(800) 609-1000

Quote Number 00053535
Created Date 8/22/2024
Prepared By Brittney Skoczylas
Email bskoczylas@modernistic.com

CUSTOMER ACCOUNT INFORMATION

Account Name	Charter Township of Garfield	Contact Name	Derek Morton
Bill To	3848 Veterans Drive Traverse City, MI 49684 United States	Phone	+12319411620

QUOTE DETAILS

Property Address 3848 Veterans Drive
Traverse City, MI 49684
United States

Work Order Notes Call on way
Carpet & LVP Throughout 1st and 2nd floor.

All offices, conference rooms, hallways and stairs. Heavy traffic and heavily soiled on 1st floor. Several spots- food and drink on 2nd floor. Includes stairway

LVP flooring in break room areas on 1st floor.

QUOTE LINE ITEMS

Service	Line Item Description	Quantity	Sales Price	Total Price
Carpet Cleaning	1st Floor Carpet Cleaning	1.00	\$636.31	\$636.31
Carpet Cleaning	2nd Floor & Stairway Carpet Cleaning	1.00	\$617.95	\$617.95
Vinyl Plank & Floor Cleaning - 40	LVP Cleaning	1.00	\$165.00	\$165.00
Service Charge	Commercial Cleaning Service Charge - Per Truck/Per Day	1.00	\$20.00	\$20.00

TOTALS

Subtotal	\$1,439.26
Discount	\$0.00
Grand Total	\$1,439.26

Thank you for choosing Modernistic and supporting our family-owned, Michigan-based company and its employees!

annual

QUOTE



Company Address 821 Wakefield.
Plainwell, MI 49080
www.modernistic.com
(800) 609-1000

Quote Number 00053699
Created Date 8/22/2024
Prepared By Brittney Skoczylas
Email bskoczylas@modernistic.com

CUSTOMER ACCOUNT INFORMATION

Account Name	Charter Township of Garfield	Contact Name	Derek Morton
Bill To	3848 Veterans Drive Traverse City, MI 49684 United States	Phone	+12319411620

QUOTE DETAILS

Property Address 3848 Veterans Drive
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LVP flooring in break room areas on 1st floor.

QUOTE LINE ITEMS

Service	Line Item Description	Quantity	Sales Price	Total Price
Carpet Cleaning	1st Floor Carpet Cleaning	1.00	\$636.31	\$572.68
Carpet Cleaning	2nd Floor & Stairway Carpet Cleaning	1.00	\$617.95	\$556.16
Vinyl Plank & Floor Cleaning - 40	LVP Cleaning	1.00	\$165.00	\$148.50
Service Charge	Commercial Cleaning Service Charge - Per Truck/Per Day	1.00	\$20.00	\$20.00

TOTALS

Subtotal	\$1,297.33
Grand Total	\$1,297.33

Thank you for choosing Modernistic and supporting our family-owned, Michigan-based company and its employees!

semi-annual