

**CHARTER TOWNSHIP OF GARFIELD
PLANNING COMMISSION MEETING
February 8, 2023**

Call Meeting to Order: Chair Racine called the February 8, 2023 Planning Commission meeting to order at 7:00pm at the Garfield Township Hall.

Pledge of Allegiance

The Pledge of Allegiance was recited by all in attendance.

Roll Call of Commission Members:

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

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

1. **Public Comment (7:00)**

None

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

Fudge moved and DeGood seconded to approve the agenda as amended

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

Nays: None

3. **Minutes (7:01)**

a. **January 25, 2023 Regular Meeting**

McManus moved and Agostinelli seconded to approve the January 25, 2023 Regular Meeting minutes as presented.

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

Nays: None

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

Sych reported that a notice from East Bay Township was received stating that their Master Plan was adopted and the remainder of the items will be covered this evening throughout the agenda.

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

Township Board Report

Agostinelli had no report.

Planning Commissioners

i. **Zoning Board of Appeals**

Fudge stated that there was no ZBA meeting.

- ii. **Parks and Recreation Commission**
DeGood stated that the Parks Commission is preparing for grant applications to fund improvements at the Commons Area.
- iii. **Joint Planning Commission**
McManus stated that the Joint Planning Commission discussed an update on an infrastructure assessment study and discussed the Commons Area design plan.

Staff Report

- i. **PD 2023-21 – Planning Department Monthly Report – February 2023**
Sych stated that commissioners had a site plan on their desks for the proposed extended stay hotel to be located behind Chick-fil-A. Hannon stated that new applications were also covered in the Planning Department Report so the Commissioners could see what would be coming to the Planning Commission. He added that staff attended the last of a four-part webinar on housing.

6. Unfinished Business

- a. **Chelsea Park West Apartments PUD Minor Amendment – Update (7:10)**

Located north of Hartman Road and east of US-31, the Chelsea Park Planned Unit Development (PUD) was approved in 2000 with a total of 326 residential units. A portion of the PUD, known as Chelsea Park West, was originally approved for an apartment complex containing 172 units in 2000. Several amendments have been made throughout the years to the original PUD. Several outstanding items were resolved, and staff made a visit to the site. A couple small items remain but will be conditions of approval. Chris Wickline, representing the developer, spoke regarding the changes and stated that that the applicant is willing to make any needed changes.

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

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

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

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

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

7. New Business

a. PD 2023-19 – Topics for February 28 Joint Meeting – Township Board/Planning Commission (7:33)

Sych stated that the Road Commission will be present to give a presentation and there will be discussion on the Master Plan. Sych reviewed a timeline for completing the Master Plan and added that Planning Commission study sessions will be used for going through the Master Plan process. The Planning Department goal is to have a draft of the Master Plan by January of 2024. Other topics proposed for the joint meeting were water and sewer infrastructure, the Hartman/Hammond bridge, and a general discussion on housing. Hannon reviewed a possible change in the process for reviewing and approving development applications such as special use permits.

8. Public Comment (8:12)

None

9. Other Business (8:12)

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

DeGood moved and Fudge seconded to amend the Planning Commission meeting dates as discussed and to reschedule the February 22, 2023 study session to February 28, 2023 at 6:00 p.m.

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

10. **Items for Next Agenda – February 28, 2023 (8:13)**
 - a. Joint Meeting – Township Board and Planning Commission

11. **Adjournment**
Fudge moved to adjourn the meeting at 8:14pm.



Joe Robertson, Secretary
Garfield Township Planning
Commission
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