

CHARTER TOWNSHIP OF GARFIELD
PLANNING COMMISSION MEETING

Wednesday, January 25, 2016 7:00 pm
Garfield Township Hall
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

A G E N D A

Call Meeting to Order

Roll Call of Commission Members

1. Review and Approval of the Agenda - Conflict of Interest
2. Minutes
 - a. January 11, 2017
3. Correspondence
 - a. None
4. Reports
 - a. Township Board
 - b. Planning Commissioners
5. Business to Come Before the Commission
 - a. PD 2017- 04 -Amendments to Ordinance 68 - Public Hearing
6. Public Comment
7. Items for Next Agenda – February 8, 2017
 - a. Hotel Standards
 - b. Lucky's Market Sign Request
 - c. 2016 Annual Report
8. Adjournment

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

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**CHARTER TOWNSHIP OF GARFIELD
PLANNING COMMISSION MEETING
January 11, 2017**

Call Meeting to Order: Chair Racine called the meeting to order at 7:00pm at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, MI 49684.

Roll Call of Commission Members:

Present: Joe McManus, Steve Duell, Chris DeGood (7:07), Joe Robertson, Pat Cline, Gil Uithol and John Racine

Staff Present: Rob Larrea

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

Cline moved and Uithol seconded to approve the agenda as presented.

Yeas: Cline, Uithol, McManus, Robertson, Duell, Racine

Nays: None

2. Election of Officers

Duell moved and Cline seconded to reappoint Joe Robertson as Secretary.

Yeas: Duell, Cline, Uithol, Robertson, McManus, Racine

Nays: None

McManus moved and Robertson seconded to reappoint John Racine as Chairman.

Yeas: McManus, Robertson, Duell, Uithol, Cline, Racine

Nays: None

Robertson moved and Uithol supported to appoint McManus as Vice Chairman.

Yeas: Robertson, Uithol, Duell, McManus, Cline, Racine

Nays: None

3. Minutes (7:04)

a. December 14, 2016 Regular Meeting Minutes

Uithol moved and Robertson seconded to approve the December 26, 2016 Regular Meeting Minutes as presented.

Yeas: Uithol, Robertson, Cline, McManus, Duell, Racine

Nays: None

3. Correspondence (7:05)

None

4. Reports (7:05)**Township Board Report**

Duell reported that he recommended that the Parks Commission consider an ice skating rink at the Silver Lake Park. A piece of property near Hickory Hills may be purchased by the township since it is a pass through parcel for foot traffic which connect two major neighborhoods.

Planning Commissioners

None

Planning Department

Larrea added that an agreement was being finalized in the Sonny's Body Shop case. Brian VanDenBrand has taken a position with Peninsula Township as their Planning Director. Larrea thanked VanDenBrand for his work over the years and on the Master Plan.

5. Business to Come Before the Commission**a. PD 2017-02 – Hotel and Wetland Discussion (7:13)**

This is a follow up discussion on allowing a hotel use in the C-P district. Commissioners asked about other nearby hotels and their heights before proceeding. Larrea stated that FAA approval would be required for any structure over 35 feet in height regardless of the district. Commissioners supported permitting hotels in the C-P zoning district provided the maximum height of the use, regardless of the district, remained 35 feet. Larrea will draft an ordinance which allows hotels in the C-P district and bring it before commissioners for review at the February meeting. Staff also recommends that the Planning Commission consider an ordinance amendment to require an MDEQ approved wetland plan as part of the approval process when wetlands are believed to exist and prior to public hearing.

Commissioners discussed the matter and directed Staff to take commissioner comments under consideration and draft standards for review.

b. PD 2017-03 Master Plan Discussion (7:44)

Larrea discussed the Master Plan Draft and informed Commissioners that a growth trend chart was added along with a few other details. Larrea informed the Commission that the draft will be placed on the website following commissioners review.

7. Public Comment (8:13)

Levi Wineman commented on the decision by the township to ban Air B&B in the area.


8. Items For Next Agenda (8:16)

a. 2016 Annual Report

b. Public Hearing on signage ordinance amendment

- 9. **Adjournment**
Uithol moved to adjourn the meeting at 8:18.

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

 Charter Township of Garfield Planning Department Report No. PD 2017-04			
Prepared:	January 18, 2017	Pages:	1 of 3
Meeting:	January 25, 2017 Planning Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	Zoning Ordinance Amendment Public Hearing		

BACKGROUND:

At its meeting on December 14, 2016, the Planning Commission reviewed a number of potential zoning ordinance amendments, and then called for a public hearing on January 11, 2017. However, due to a discrepancy in the legal notice, the public hearing was rescheduled for the Planning Commission's meeting on January 25, 2017.

A summary of the proposed amendments is as follows:

Proposed Amendment No. 5 to the Charter Township of Garfield Zoning Ordinance No. 68. The proposed amendment includes the following:

- a. Amendments to Section 630.J, Planned Development Signs. The proposed amendments are intended to simplify the section by listing allowable signs within the section itself, rather than referring to a different zoning section. In addition, the draft amendment describes signs which are permitted "by right" in Planned Developments, signs which may be permitted subject to Planning Commission approval as a routine matter, and which signs which may be permitted by the Planning Commission after a public hearing.

- i. *Staff comment:*

1. *Based on 12/14/16 discussion, our understanding is that the Planning Commission was "OK" with signs which are normally allowed by underlying zoning to remain at staff approval, but increases require Planning Commission approval subject to a public hearing and based on findings. This was how the draft was already written so no updates were necessary.*
 2. *Section updated as discussed on 12/14/16 to include PC approval of internal directional signs. See attached amendment, Page 1, Paragraph A., sub (2). In summary, up to six (6) square foot signs at intersections approved by the PC as a regular agenda item would be allowed.*

- b. Amendments to Section 630.G, Signs Permitted in C-P Planned Shopping Center Commercial Districts to describe signs which are permitted "by right," signs which may be permitted subject to Planning Commission

approval as a routine matter, and signs which may be permitted by the Planning Commission after a public hearing.

- i. Staff comment: As discussed on 12/14/16, if we were to include similar allowances for directional signs and wall sign increases in Planned Shopping Centers as proposed above for Planned Developments, then we can eliminate the comprehensive sign plan section (below) and associated complications. The revised section begins on Page 2., Paragraph B of the attached amendment.*
- c. The elimination of Section 630.K, Comprehensive Sign Plan. This section is no longer necessary or appropriate due to the proposed amendments to Section 630.J and 630.G, described above.
 - i. Staff comment: eliminated as discussed, and replaced with Section 630.K (Reserved).*
- d. The creation of a new Section 108, Concurrent Applications Prohibited. This section would prohibit the submittal of more than one pending development application, per parcel or parcels under the same ownership, at the same time.
 - i. Staff comment: incorporated as discussed.*
- e. Amendments to Section 426.F, PUD Amendments to describe the review procedure and applicable review criteria when an application to amend a Planned Unit Development is received.
 - i. Staff comment: incorporated as discussed with grammatical corrections made.*
- f. Amendments to Section 427.E, PURD Amendments to describe the review procedure and applicable review criteria when an application to amend a Planned Unit Residential Development is received.
 - i. Staff comment: incorporated as discussed with grammatical corrections made.*

The full text of the proposed zoning ordinance amendment, in draft resolution form, is attached to this report for reference.

ACTION REQUESTED

The first purpose of the meeting is to invite public comment on the proposed zoning ordinance amendment.

If, following public comment and further discussion, the Planning Commission is prepared to recommend adoption of the proposed amendment to the Township Board, the following motion is offered:

That proposed Amendment No. 5 to the Charter Township of Garfield Zoning Ordinance No. 68, as described within and attached to Planning Department Report No. 2017-04, be recommended for approval to the Garfield Township Board.

Attachments:

Draft Amendment No. 4 to Garfield Township Zoning Ordinance No. 68