

MINUTES

TRAVERSE CITY PLANNING COMMISSION

Tuesday, February 4, 2014

7:00 P.M.

Commission Chambers
Governmental Center, 2nd Floor
400 Boardman Avenue
Traverse City, Michigan 49684

PRESENT: Vice-Chairperson Jody Bergman, Commissioners Michael Dow, Jeanine Easterday, Janet Fleshman, Cecil McNally, Chairperson John Serratelli, Bill Twietmeyer, Janice Warren (7:21 p.m.) and Tim Werner

ABSENT: None.

STAFF PRESENT: Russ Soyring, Planning Director; Missy Luick, Planning and Engineering Assistant

1. **CALL MEETING TO ORDER-** The meeting was called to order by Chairperson Serratelli at 7:00 p.m.

2. **ROLL CALL**

3. **ANNOUNCEMENTS-** Chairperson Serratelli explained that the Capital Improvement Program is not ready and will not be distributed today as planned.

4. **CONSENT CALENDAR**

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

A. January 7, 2014 Regular Meeting and January 22, 2014 Study Session minutes (Approval recommended)

B. 2014 Planning Commission Goals (Acceptance recommended)

Motion by Commissioner Easterday, second by Commissioner Bergman, that the Consent Calendar be approved as presented.

Motion carried 8-0 (Commissioner Warren absent.)

5. **OLD BUSINESS-** None.

6. NEW BUSINESS

- A.** Master Plan formal review- possible committee establishment

Mr. Soyring stated that it has nearly been five years since adopting the City of Traverse City Master Plan. The State Act requires that the document be reviewed every five years and recommends establishing a formal committee to review the document and make a recommendation to the Planning Commission.

Commission discussion. Commissioners Bergman, Dow and Twietmeyer volunteered to serve on the committee.

Motion by Commissioner Bergman, second by Commissioner Werner, that the Master Plan Review Committee, a committee of the Planning Commission, shall be established with the goal to review the current City of Traverse City Master plan.

Motion carried 8-0 (Commissioner Warren absent.)

- B.** Madison and W. Front Development- discussion

John Kerridge of 8141 Bel Cherie Dr (and business owner at 400 W Front) introduced a conceptual design for a project at the corner of Madison and West Front Street. Mr. Kerridge is considering requesting a conditional rezoning of the property from R1b to R2 and would build 4 single family homes 17-1800 sq. ft. with architectural features that complement the neighborhood.

Commission discussion.

Commissioner Warren joined the meeting at 7:21 p.m.

7. CORRESPONDENCE

- A.** Capital Improvement Program Project Update
B. Capital Improvement Program Draft (to be distributed at the meeting)

8. REPORTS

- A.** City Commission- Commissioners Easterday and Werner reported.
B. Board of Zoning Appeals- Commissioner Bergman reported
C. Grand Traverse Commons Joint Planning Commission- Commissioners Serratelli and Warren reported.
D. Planning Commission
1. Housing Building Committee— No report.

**PLANNING COMMISSION
REGULAR MEETING MINUTES
FEBRUARY 4, 2014
Page 3**

2. Active Transportation Committee—Commissioner Werner reported. The draft Active Transportation Plan was distributed at the meeting. Any comments/feedback from the Commission are welcome.
- E. Planning Department—No report
1. Capital Improvement Program—Chairperson Serratelli reported

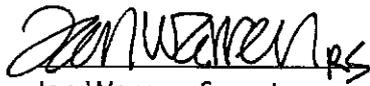
9. PUBLIC COMMENT

- Commissioner Werner made comments regarding following our landscaping standards in the zoning code for parking lots
- Commissioner Warren has a standing meeting conflict for another board appointment. She requested that the Planning Commission consider moving our meeting time to 7:30 p.m. The Commission will consider the request and discuss it again at our next meeting.

- 10. ADJOURNMENT-** Meeting was adjourned at 7:37 p.m.

Respectfully submitted,

Date: March 4, 2014



Jan Warren, Secretary