

# MINUTES

## TRAVERSE CITY PLANNING COMMISSION

TUESDAY, July 1, 2014

7:30 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, Janice Warren and Tim Werner

**ABSENT:** Commissioner Bill Twietmeyer.

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

1. **CALL MEETING TO ORDER-** Chairperson Serratelli called the meeting to order at 7:30 p.m.

2. **ROLL CALL**

3. **ANNOUNCEMENTS**

Mr. Soyring announced that the Planning Commission is invited, along with the Downtown Development Authority, Grand Traverse Commons Joint Planning Commission, Board of Zoning Appeals, and Historic Districts Commission to attend the July 14, 2014 City Commission study session regarding a presentation by MEDC's Redevelopment Ready Communities program.

Mr. Soyring also announced that the July 15 study session topic will be regarding a discussion on overnight parking during the summer months.

Chairperson Serratelli announced that the City Planning Department purchased a handheld pocket radar recorder. It can be used for traffic safety or neighborhood safety. The device can be checked out by residents through the Planning Department.

4. **APPROVAL OF MINUTES**

A. June 3, 2014 Regular Meeting and June 17, 2014 Special Meeting minutes (Approval recommended)

Motion by Commissioner Warren, second by Commissioner Bergman that the June 3, 2014 Regular Meeting and June 17, 2014 Special Meeting minutes be approved.

Motion carried 8-0 (Commissioner Twietmeyer absent).

**5. OLD BUSINESS**

- A. Public Hearing to consider a Special Land Use Permit request by Sandy Oliver, 1012 Centre Street, for a Group Daycare Home at the property mentioned (Action requested)

Mrs. Luick summarized her June 26, 2014 memo and the Staff Report dated June 27, 2014.

Motion by Commissioner Easterday, second by Commissioner Warren, that the request for a Special Land Use Permit 14-SLUP-01 to allow for a Group Day Care Home at 1012 Centre Street be hereby approved by the Planning Commission provided that the general and specific standards in sections 1364.02 and 1364.08 (i) respectively are met, any violations noted by the Fire Marshall are corrected, all necessary State licenses are obtained and "Approved Child Care Provider" identification is prominently displayed in a street side window; and further that the recommendation be passed along to the City Commission for consideration.

A public Hearing was opened. The Public Hearing was closed.

Motion carried 8-0 (Commissioner Twietmeyer absent).

- B. Consideration of an amended request by Bonnie Adams, of 441 Fair Street, to vacate a portion of an alley located north of the 1400 block of Eighth Street (Action Requested)

Mr. Soyring summarized his June 26, 2014 memo to the Commission and distributed a photograph of the alley vacation site.

Commission discussion.

The following members of the public commented on the topic:

- Marion Fossil, of 4891 E. Mobile Trail, non-city resident and city property owner, opposes the request
- Bonnie Adams, 441 Fair Street, city resident, made general comments

Commission discussion. Commission consensus was to have staff verify how the vacated alley would be divided and to provide a better map depicting the city alley property in the alley vacation area and to discuss the matter again at the August 5, 2014 regular meeting.

- C. Recreation facilities ordinance amendment (For introduction and possibly scheduling a Public Hearing for August 5, 2014)

Mr. Soyering summarized his June 26, 2014 memo to the Commission.

Commission discussion.

Motion by Commissioner Warren, second by Commissioner McNally, that a Public Hearing be scheduled for August 5, 2014 to consider an amendment to the Traverse City Code of Ordinances Sections 1320.07, *Definitions*; 1328.01 Open Space (OS) District *Uses Allowed*; 1338.01 Hotel Resort (HR) District *Uses Allowed*; 1340.01 Office Service (C-1) District *Uses Allowed*; 1342.01 Neighborhood Center (C-2) District *Uses Allowed*; 1344.01 Community Center (C-3) District *Uses Allowed*; 1346.01 Regional Center (C-4) Districts *Uses Allowed*; 1347.01 Development (D) Districts *Uses Allowed*; 1348.01 Transportation (T) District *Uses Allowed*; 1350.01 Government/Public (GP) District *Uses Allowed*; 1354.01 Industrial (I) District *Uses Allowed*; 1356.01 Northwestern Michigan College (NMC) Districts *Uses Allowed*; and 1358.01 Hospital (H) Districts *Uses Allowed*; as described in the Planning Director's memo dated June 26, 2014 regarding recreational facilities.

Motion carried 8-0 (Commissioner Twietmeyer absent).

- D. NACTO "Urban Street Design Guide" Possible Endorsement (Action Requested)

Mr. Soyering explained that the City's Infrastructure Strategy Policy was first adopted in 2009. The Complete Streets policy was adopted in 2011. If the Planning Commission agrees, then the NACTO "Urban Street Design Guide" would be recommended to the City Commission to be included in the Infrastructure Strategy Policy.

Commission discussion.

Motion by Commissioner Bergman, second by Commissioner McNally, that the National Association of City Transportation Officials 'Urban Street Design Guide' be recommended by the Planning Commission for its inclusion as a technical resource as part of the City's Infrastructure Strategy Policy and such recommendation be forwarded to the City Commission for their consideration.

Commission discussion included checking to see if an electronic version of the book can be shared with the Planning and City Commissions.

Motion carried 8-0 (Commissioner Twietmeyer absent).

6. **NEW BUSINESS-** None.

7. **CORRESPONDENCE** - None.

8. **REPORTS**

A. City Commission- No report.

B. Board of Zoning Appeals- No report.

C. Grand Traverse Commons Joint Planning Commission- No report.

D. Planning Commission

1. Housing Building Committee— No report

2. Active Transportation Committee—Commissioner Werner and Mrs. Luick reported regarding a recent presentation on the draft plan to MDOT's North Region Bicycle and Pedestrian Committee.

3. Master Plan Review Committee—No report.

E. Planning Department—Mr. Soyring updated the Commission regarding parking needs in the Grand Traverse Commons

1. Capital Improvement Program—No report.

9. **PUBLIC COMMENT**

Commissioner Easterday inquired about the status of the Union Street reconstruction project and whether crosswalks, gateway features, additional landscaping or street furniture (as recommended in the Corridor Plan) are included in the project that is currently under construction. Mr. Soyring will provide a project update at the next meeting.

Commissioner Easterday also inquired about the 8<sup>th</sup> Street Restriping Project. Mr. Soyring verified that the City Commission authorized a contract for a 3 lanes with bike lanes design.

Commissioner Warren inquired if affordable housing would still be discussed by the Housing Building Committee since there is now a new committee of elected officials discussing the topic. Commission discussion.

10. **ADJOURNMENT-** Meeting was adjourned at 8:55 p.m.

Respectfully submitted,

Date: \_\_\_\_\_

8-5-14

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Jan Warren, Secretary

*Jan Warren*