

**MINUTES**  
**TRAVERSE CITY PLANNING COMMISSION**

**WEDNESDAY, September 3, 2014**

**7:30 P.M.**

**Training Room**

**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, Janice Warren and Tim Werner  
**ABSENT:** Chairperson John Serratelli and Commissioner Bill Twietmeyer  
**STAFF PRESENT:** Russ Soyering, Planning Director; Missy Luick, Planning and Engineering Assistant; Tim Lodge, City Engineer

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

2. **ROLL CALL**

3. **ANNOUNCEMENTS**

Vice-Chairperson Bergman announced that the video recording equipment is not working; therefore, the meeting cannot be taped and replayed on Up North TV. We will be recording the meeting using audio equipment only.

4. **APPROVAL OF MINUTES**

A. August 5, 2014 Regular Meeting minutes (Approval recommended)

Motion by Commissioner Warren, second by Commissioner McNally that the August 5, 2014 Regular Meeting minutes be approved.

Commission discussion.

Vice-Chairperson Bergman and Mr. Soyering responded to a question about the minutes.

Motion carried 7-0 (Chairperson Serratelli and Commissioner Twietmeyer absent).

5. **OLD BUSINESS**

A. Public Hearing to consider an alley vacation request initiated by Bonnie Adams, of 441 Fair Street, to vacate a portion of an unimproved alley in the 1400 block of Eighth Street (Action requested)

Mr. Soyring summarized his August 28, 2014 memo to the Commission.

Vice-Chairperson Bergman opened the Public Hearing. The following individuals made public comment:

- Judy Schaeffer, 1132 Titus Street, expressed support
- Mary Fossil, property owner of 1409 E 8<sup>th</sup> Street, non city-resident, made general comments
- Leah Zelewski, 440 Conklin Street, expressed support
- Cindy Elliot, city resident, expressed support
- Joe Fossil, property owner of 1409 E 8<sup>th</sup> Street, non city-resident, expressed opposition

The Public Hearing was closed.

Motion by Commissioner Easterday, second by Commissioner Warren, that the request from Bonnie Adams, of 441 Fair Street, to vacate a portion of an east/west alley north of the 1400 block of East 8<sup>th</sup> Street provided utility easements are provided be hereby approved by the Planning Commission and such recommendation be forwarded to the City Commission for their consideration.

Commission discussion included the possibility of reducing the alley vacation width to allow for better ingress/egress to 1409 E. 8<sup>th</sup> Street. Staff concluded that they do not object to a reduction in the alley vacation size adjustment.

- Bonnie Adams, 441 Fair Street, applicant, stated that she was willing to further reduce her alley vacation request to approximately 12.5 feet by 65 feet.

Moved by Commissioner McNally, seconded by Commissioner Easterday, that motion be amended to vacate the north 12.5 feet by approximately 65 feet of the dead-end alley that is a portion of an east/west alley north of the 1400 block of East 8<sup>th</sup> Street.

Motion carried 7-0 (Chairperson Serratelli and Commissioner Twietmeyer absent).

- B.** 2015 Street Projects (Plainview and State Street)- Review for consistency with Master Plan- (Action requested)

Mr. Soyring summarized his August 28, 2014 memo to the Commission. Mr. Soyring apologized for not including the State Street traffic calming concepts in the packet.

They were emailed to the Commission and printed and distributed on your desk this evening.

Mr. Soyring suggested that the Commission discuss each street separately and began with State Street. He described that the Staff recommendation is for a 30' wide street with traffic calming measures that do not include bike lanes.

Commission discussion.

The following individuals made public comment on the subject:

- Pat Brady, 1617 East Lane, made general comments
- Deni Scudato, 422 E. State Street, made general comments
- Lee Kurt, 428 E. State Street, expressed support
- John Scudato, 422 E. State Street, made general comments
- Julie Clark, 608 W 12<sup>th</sup> Street, director of TART Trails, expressed support

Commission discussion.

Mr. Soyring responded to Commission questions.

Motion by Commissioner Werner that the 2015 Street Project-State Street as described in this memo dated August 28, 2014 except for rebuilding the street at a width of 27' instead of 32' and the addition of traffic calming measures without bike lanes is consistent with the City Master Plan in terms of extent, location and character.

The motion was not seconded.

Commission discussion.

Motion by Commissioner Warren, second by Commissioner McNally, that the 2015 Street Project-State Street as described in this memo dated August 28, 2014 except for rebuilding the street at a width of 30' instead of 32' and the addition of traffic calming measures without bike lanes is consistent with the City Master Plan in terms of extent, location and character.

Motion carried 6-1 (Commissioner Werner opposed; Chairperson Serratelli and Commissioner Twietmeyer absent).

Mr. Soyring discussed the staff recommendations for Plainview Street and the reasoning behind the recommendations as stated in the August 28, 2014 memo to the Commission.

Commission discussion.

Motion by Commissioner Dow, second by Commissioner Warren, that the 2015 Street Project-Plainview Street as described in this memo dated August 28, 2014 (no sidewalks or curbs) except for the addition of a hammerhead turn around at the end ("T" shape) to facilitate turning around a snow plow or grader at the east end of the street is consistent with the City Master Plan in terms of extent, location and character.

There were no members of the public wishing to speak on this subject.

Motion carried 6-1 (Commissioner Werner opposed; Chairperson Serratelli and Commissioner Twietmeyer absent).

**C. West Front Street- Review for consistency with Master Plan- (Action requested)**

Mrs. Luick summarized the August 29, 2014 memo to the Commission. She further explained that if the Commission still finds the concept approved in March to be consistent with the Master Plan, then no further action is necessary. However, if Alternative Options 1 and/or 2 are found to be consistent with the Master Plan, then a motion will be required.

Nate Elkins, of Influence Design Forum, presented to the Commission and responded to Commission questions.

Commission discussion.

Motion by Commissioner Warren, second by Commissioner McNally, that the West Front Streetscape Project: Alternative Options 1 and 2 are found to be consistent with the City Master Plan in terms of location, extent and character.

The following individuals made public comment on the subject:

- Ed Froy, city business owner, made general comments
- Julie Clark, 608 W 12<sup>th</sup> Street, director of TART Trails, expressed support

Motion carried 7-0 (Chairperson Serratelli and Commissioner Twietmeyer absent).

**6. NEW BUSINESS**

- A.** Special Land Use Permit request and Site Plan Review request by W. Keith Owen of Owen Architects Collaborative, LLC on behalf of Federated Properties, LLC to allow

for a taller building at 124 W. Front Street (For introduction and possibly scheduling a Public Hearing)

Mr. Soyring summarized the August 29, 2014 memo to the Commission. He further stated that a 1999 zoning code amendment created the requirement for taller buildings to go through the Special Land Use Permit Process.

Mr. Owen, applicant on behalf of Federated Properties, LLC, presented a brief overview of the building attributes and discussed the planned improvements to the riverfront and how the project would tie into the Pine Street pedestrian bridge project.

Commission discussion.

Mr. Owen responded to Commission questions.

Mr. Lodge responded to Commission questions.

Motion by Commissioner Werner, second by Commissioner Warren, that the request by W. Keith Owen of Owen Architects Collaborative, LLC on behalf of Federated Properties, LLC for a Special Land Use Permit and Site Plan Review to allow for a taller building at 124 W. Front Street be introduced and scheduled for a public hearing on October 7, 2014.

The following individuals made public comment on the subject:

- Rick Buckhalter, 932 Kelley Street, made general comments

Motion carried 7-0 (Chairperson Serratelli and Commissioner Twietmeyer absent).

Commission discussion included displaying a set of plans for the building in the Planning Department.

**B. Grand Traverse County Outstanding Development Planning Award Nominations (Action Requested)**

Mrs. Luick summarized the August 27, 2014 memo to the Commission and stated that the Commission could choose to nominate both of the projects suggested, only one of the projects or to nominate additional projects.

Commission discussion.

Motion by Commissioner McNally, second by Commissioner Easterday that the Planning Commission nominates the Water Bottle Filling Station Project and 160 E. Front Street Development as Outstanding Development Projects to the Grand Traverse County Chapter of Michigan Townships Association and the Grand Traverse County Planning Department for their Annual Awards Banquet.

Motion carried 7-0 (Chairperson Serratelli and Commissioner Twietmeyer absent).

**7. CORRESPONDENCE**

**A. Capital Improvement Program Quarterly Project Update August 2014**

Mrs. Luick reminded the Commission that the quarterly report only includes updates on projects previously requested by the Commission and if there are additional project updates desired to let us know.

**8. REPORTS**

- A.** City Commission- Commissioners Easterday reported.
- B.** Board of Zoning Appeals- Commissioner Bergman reported.
- C.** Grand Traverse Commons Joint Planning Commission- Commissioner Warren reported.
- D.** Planning Commission
  - 1. Housing Building Committee— No report.
  - 2. Active Transportation Committee—Commissioner Werner reported.
  - 3. Master Plan Review Committee—No report.
  - 4. Parking Regulation Committee- No report.
- E.** Planning Department—Mrs. Luick reported that the West End Beach Trail and Access project will begin next week and the West Boardman Lake Trail project currently has about 60% trail grade cut. Construction progress is noticeable.
  - 1. Capital Improvement Program—Mrs. Luick reported earlier in the agenda.

**9. PUBLIC COMMENT**

- Peter Starkel, 701 Westminster Road, applicant for Safe Harbor Special Land Use Permit proposal, made comments related to their proposal not being allowed on the Planning Commission agenda.
- Charlene Hunt, 522 E Eighth Street, city business owner, made general comments about the Safe Harbor proposal
- Richard Kushell, 500 Webster Street, made general comments about the Safe Harbor proposal
- Commissioner Easterday cited the Planning Commission Bylaws, Section III. C. which states that “a special meeting of the Commission may be called by the Chairperson, the Vice-Chairperson in the event the Chairperson is out of town, or any three members of the Commission.” Commissioner Easterday then made a

request on behalf of herself, Commissioners Werner and Warren that the September 16, 2014 meeting be a Special Meeting instead of a Study Session to consider the Special Land Use Request by Safe Harbor.

10. **ADJOURNMENT-** Meeting was adjourned at 10:09 p.m.

Respectfully submitted,

Date: October 7, 2014

Jan Warren, PS  
Jan Warren, Secretary