

**CITY OF TRAVERSE CITY
HOUSING AND BUILDING COMMITTEE**

Monday, November 10, 2014

9:00 a.m.

**Planning and Engineering Conference Room
Governmental Center, 2nd Floor
400 Boardman Avenue
Traverse City, Michigan 49684**

Posted 11/4/14

AGENDA

The City of Traverse City does not discriminate on the basis of disability in the admission or access to or treatment or employment in, its programs or activities. Makayla Vitous, Assistant City Manager, 400 Boardman Avenue, Traverse City, Michigan 49684, 922-4440, T.D.D., 922-4766, has been designated to coordinate compliance with the non-discrimination requirements. If you are planning to attend and you have a disability requiring any special assistance at the meeting and/or if you have any concerns, please immediately notify the ADA Coordinator.

Planning Commission
c/o Russell Soyring, Planning Director
400 Boardman Avenue, Traverse City, MI 49684
231-922-4778

- 1. CALL MEETING TO ORDER**
- 2. APPROVAL OF MINUTES OF 7/15/14 MEETING (ACTION REQUESTED)**
- 3. ACCESSORY DWELLING UNITS (DISCUSSION)**
- 4. PUBLIC COMMENT**
- 5. ADJOURNMENT**

MINUTES
CITY OF TRAVERSE CITY
HOUSING AND BUILDING COMMITTEE

TUESDAY, JULY 15, 2014
3:00 P.M.
Planning & Engineering Conference Room
Governmental Center, 2nd Floor
400 Boardman Avenue
Traverse City, Michigan 49684

PRESENT: Members Bergman (Chair), Cecil McNally, Kay Serratelli
ABSENT: Jan Warren, Sarah Lucas
STAFF PRESENT: Russ Soyring, Planning Director
OTHERS PRESENT: None

1. CALL MEETING TO ORDER

Chairwoman Bergman called the meeting to order at 3:08 p.m.

2. APPROVAL OF MINUTES OF 3/31/14.

Member Serratelli made the motion, seconded by Member McNally to approve the minutes as corrected. Upon vote, the motion passed.

4. ACCESSORY DWELLING UNITS (DISCUSSION)

Mr. Soyring reviewed the revised the current regulations for ADU's and said that Mayor Estes was interested in allowing ADU's citywide.

General discussion. Recommendations were made to lessen or modify the number of conditions for Accessory Dwelling Units in regards to parking, drawings required, access to upper stories and advance notification. Input from the organized neighborhoods was suggested to gage support or no support to allow ADU's in residential areas beyond Traverse Heights neighborhood. Committee suggested limiting the number of ADU's citywide to five per calendar year.

5. PUBLIC COMMENT

None.

6. ADJOURNMENT

The meeting was adjourned at 4:01 p.m.

~~Chapter 1377~~

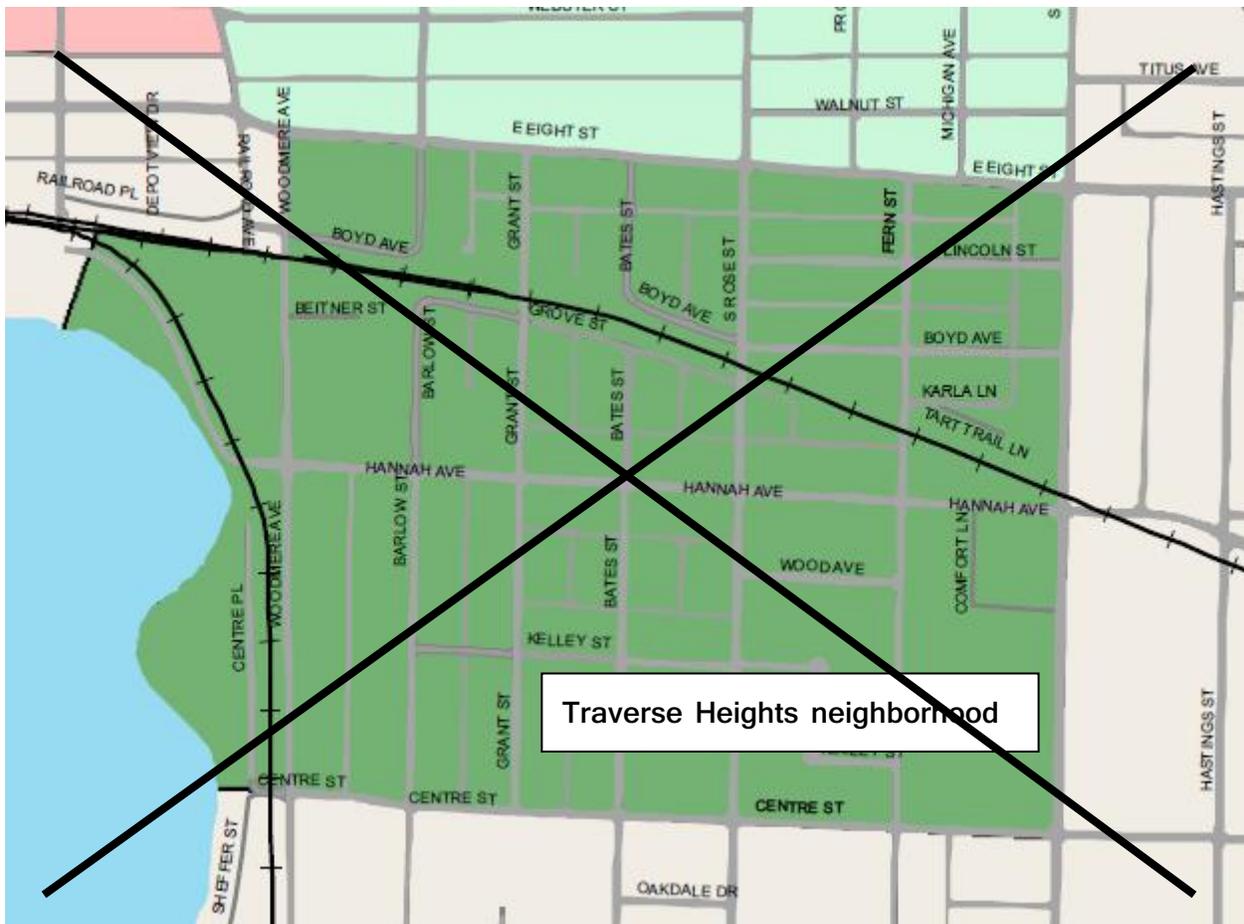
~~Accessory Dwelling Units Overlay Districts~~

~~The purpose of the Accessory Dwelling Units Overlay Districts in certain areas of the City is to permit small secondary dwellings on single family zoned parcels to help owners pay expenses, making the house itself more affordable, increase the efficiency of developed land and provide additional housing options.~~

~~This chapter would be deleted and incorporated in Section 1332.01 Uses Allowed (R-1a and R-1b) Single-Family Dwelling Districts.~~

~~1377.01 — DESCRIPTION OF DISTRICT.~~

~~These regulations apply to the Traverse Heights neighborhood. See Traverse Heights neighborhood boundary map below:~~



~~1377.02 — CONDITIONS.~~

~~A land use permit for an accessory dwelling unit may be issued if the following conditions are met and continue to be met during the life of the accessory dwelling unit:~~

~~1332.01 USES ALLOWED~~

~~The following uses of land and buildings, together with accessory uses, are allowed in the Single Family districts:~~

- Accessory Dwelling Units

- (1) The existing site and use are substantially in compliance with this Zoning Code.
- (2) There shall be a maximum limit of five (5) Accessory Dwelling Units per calendar year.
- (3) The accessory dwelling unit is allowed only on a lot having at least 5,000 square feet.
- (4) Only one accessory dwelling unit per parcel is allowed with a maximum of 2 dwellings per parcel.
- (5) ~~Access to an upper story accessory dwelling unit must be internal to the building structure.~~
- (6) The accessory dwelling unit is clearly incidental to the principal dwelling unit and the structures' exteriors appear to be single-family. ~~No alteration to the exterior of the residential dwelling, accessory building or yard that alters the single family residential character of the premises is permissible.~~
- (7) The orientation of the accessory dwelling unit shall, to the extent practical, maintain the privacy of residents in adjoining dwellings, as determined by the physical characteristics surrounding the accessory dwelling unit, including landscape screening, fencing and window and door placement.
- (8) For new buildings or buildings that will be externally modified where such modification requires a building permit, ~~If the accessory dwelling unit's primary entrance is not the same as that of the principal dwelling unit,~~ it shall be made less visible from the street view than the main entrance of the principal dwelling unit.
- (9) Individual site plans, floor plans, elevation drawings and building plans for both the proposed accessory dwelling unit and the subsequent reconversion to conventional single-family residence shall be submitted with the application for a land use permit. Any construction of an accessory dwelling unit shall meet all design and building code requirements.
- (10) The accessory dwelling unit may not exceed forty percent of the total floor area of the principal dwelling unit including the garage. The interior staircase of the accessory dwelling unit is not included in the total floor area.
- (11) The accessory dwelling unit must have at least 250 square feet of gross floor area per dweller.
- (12) The dwelling unit that is rented shall not be leased for less than twelve months at a time.
- (13) ~~All off street parking facilities shall be behind or to the side of the primary dwelling and shall be paved. The petitioner must submit a site diagram indicating the location of proposed off street parking.~~
- (14) At least one owner of record shall occupy either the primary dwelling unit or the accessory dwelling unit. The owner occupant shall meet the requirements for a minimum sixty percent principal residence tax exemption.
- (15) An accessory dwelling unit shall meet all applicable requirements of the Traverse City Code of Ordinances.
- (16) Prior to issuing a land use permit, the Planning Director shall notify, ten days in advance by first class mail, abutting property owners so that they may provide input on the pending request to the Planning Director.
- (17) The accessory dwelling unit shall be discontinued and the property shall be brought into full compliance with the use requirements of this Zoning Code if any of the above conditions are not met.

1374.03 MOTOR VEHICLE PARKING.

(d) **Requirements.** The number of required off-street parking spaces shall be provided by a property owner according to the following schedule. **All requirements are minimum unless otherwise noted.**

Residential	1 per dwelling unit*
Specialized Housing	
Adult foster care home	1 per three residents
Child care center	1 per ten children
Residential care and treatment facilities	1 per three beds
Independent living	1 per unit
Institutions	
High schools, colleges	3 per 10 students
All other schools	1.5 per classroom
Places of worship	1 per 4 seats in main area of worship
Hospitals	1 per 400 square feet gross floor area
Governmental offices, post offices	1 per 400 square feet
Auditoriums (excluding schools)	1 per 3 seats
Commercial	
Office, financial institutions, retail (Max. 1 per 150 sq. feet)	1 per 350 square feet gross floor area
Medical office (Max. 1 per 150 sq. feet)	1 per 300 square feet gross floor area
Furniture, antique and bicycle shops	1 per 850 square feet gross floor area
Theaters	1 per 3 seats
Restaurants <i>Family</i>	0.4 per seat (alt. 2 for every 5 seats)
<i>Fine / Banquet Halls/ Fast Food</i>	0.7 per seat (alt. 3 for every 4 seats)
Lodging facilities	1 per room or suite
Marinas	1 per boat slip
Grocery, hardware /all other uses	1 per 325 square feet gross floor area
Industrial	
Office	1 per 350 square feet gross floor area
Assembly/ Warehouse/Manufacturing	1 per 600 square feet gross floor area

* No parking is required for Accessory Dwelling Units