

MINUTES
TRAVERSE CITY PLANNING COMMISSION

TUESDAY, December 2, 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, Chairperson John Serratelli, Bill Twietmeyer (7:31 p.m.) and Tim Werner

ABSENT: Commissioner Janice Warren

STAFF PRESENT: Russ Soyryng, 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**

Commissioner Twietmeyer joined the meeting at 7:31 p.m.

3. **ANNOUNCEMENTS-** Mrs. Luick announced two upcoming meetings regarding the Public Pier project. Next Monday, December 8 at 7:00 p.m., the City Commission will hear an update from our consultants on the current project status. Also next week Thursday, December 11 at 7:00 p.m., there will be another Public Pier workshop where the public will evaluate three or four design schemes and weigh in on amenities and design details. Both meetings are at the Governmental Center.

4. **APPROVAL OF MINUTES**

November 4, 2014 Regular Meeting and November 18, 2014 Study Session minutes (Approval recommended)

Motion by Commissioner Easterday, second by Vice-Chairperson Bergman, that the November 4, 2014 Regular Meeting and November 18, 2014 Study Session minutes be approved as presented.

Motion carried 7-0.

5. **OLD BUSINESS**

A. Consideration of Master Plan Review Committee recommendation to initiate process to amend the Master Plan (Action Requested)

Mr. Soyring explained that the Master Plan Review Committee met and has determined that amendments to the Master Plan are necessary. If the Planning Commission agrees, a suggested motion is included in the memo. Some suggested amendments to the Master Plan are included for reference. If the Planning Commission agrees that amendments are necessary, then notification to amend our Master Plan will be sent to adjacent governmental entities.

Commission discussion.

Motion by Commissioner Dow, second by Commissioner Werner that the Planning Commission has determined to commence the procedure to amend the Master Plan and will send notice of our intent to amend the Master Plan to adjacent governmental entities requesting the recipient's review and comment.

Motion carried 7-0 (Commissioner Warren absent).

B. Review of Housing and Building Committee recommendations regarding Accessory Dwelling Units (Discussion)

Mr. Soyring summarized the proposed ordinance amendments related to Accessory Dwelling Units (ADU) to the Commission. Since the existing ADU overlay ordinance amendment has been in effect (4/15/13), there have been no requests to construct an ADU in the Traverse Heights neighborhood.

Vice-Chairperson Bergman explained that the Housing and Building Committee made further revisions to the ordinance amendment after considering the comments made at the 8/5/14 Commission meeting. Vice-Chairperson Bergman and the Housing and Building Committee want to hear input and additional feedback from the Commission on their latest draft amendment.

Commission discussion.

The following individuals made public comment on the subject:

- Dan Tholen, 823 Webster, city resident, supports the proposed amendment
- Peter Spaulding, 724 E State St, city resident, supports the proposed amendment

Commission discussion.

**PLANNING COMMISSION
REGULAR MEETING MINUTES
DECEMBER 2, 2014
Page 3**

No action was taken. The Housing and Building Committee will reconvene and a revised amendment will come before the Commission for possible introduction at the January 6, 2015 meeting.

6. **NEW BUSINESS-** None.
7. **CORRESPONDENCE –** None.
8. **REPORTS**
 - A. City Commission- Commissioners Easterday and Werner reported.
 - B. Board of Zoning Appeals- No meeting.
 - C. Grand Traverse Commons Joint Planning Commission- No meeting.
 - D. Planning Commission
 1. Housing Building Committee— No additional report than what was discussed.
 2. Active Transportation Committee—No meeting.
 3. Master Plan Review Committee—No additional report than what was discussed.
 4. Parking Regulation Committee- Commissioner Serratelli reported that members are still being identified and that the committee will meet in January.
 - E. Planning Department—No report
 1. Capital Improvement Program—Mrs. Luick reported.
9. **PUBLIC COMMENT**
 - Commissioner Twietmeyer commented regarding an email from a citizen regarding snow plowing at Central Grade School.
10. **ADJOURNMENT-** Meeting was adjourned at 8:41 p.m.

Respectfully submitted,

Date: January 7, 2015

Jan Warren
Jan Warren, Secretary