

**Grand Traverse Commons**  
**Joint City of Traverse City/Garfield Township Planning Commission**

**Wednesday, January 7, 2015**

**7:00 p.m.**

**Governmental Center, 2nd Floor**  
**Training Room**

400 Boardman Avenue, Traverse City, MI 49684

Posted: 12/22/14

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**AGENDA**

1. Call Meeting To Order
2. Election of Officers
  - A. Nominations for Chairperson
  - B. Nominations for Secretary
3. Approval of the Agenda
4. Approval of the Minutes of the November 5, 2014 Meeting
5. Grand Traverse Commons Draft Zoning Ordinance – Review of Public Input Received at the Stake Holder Meetings held on the Grand Traverse Commons. (Planning Directors Larrea and Soyring)
6. Reports and Updates
7. Public Comment
8. Adjournment

# Grand Traverse Commons Planning Commission

Regular Meeting  
Tuesday, November 5, 2014  
Governmental Center, 2<sup>nd</sup> Floor  
Committee Room  
400 Boardman Avenue, Traverse City, MI 49684

## MINUTES

1. Commissioner Hale called the meeting to order at approximately 7:01PM.

Present: Commissioners Hale, Serratelli, Racine, Clark, Warren

Absent: None

Staff: Rob Larrea, Township Planning Director; Russ Soyring, City Planning Director

2. Review and Approval of the Agenda - Conflict of Interest.

Commissioner Hale requested to amend the agenda to discuss Division Street Planning and Environmental Linkages under Item 6 Reports and Updates.

Motion by Commissioner Clark, supported by Commissioner Warren to approve the agenda as amended. Motion passed.

3. Approval of Minutes of the September 9, 2014 Meeting.

The draft minutes were changed to include a statement that the Joint Planning Commission would send a letter to the Recreation Authority regarding concerns of parking during events at the Barns. Motion by Commissioner Serratelli, supported by Commissioner Racine to approve the September 9, 2014 meeting minutes as amended. Motion passed.

4. Building 56 Expansion Plans for The Minervini Group

- i. Determination if expansion is compliant with Subarea Development Plan 2/3
- ii. Level of Completeness of Building and Site Plans before issuance of a land use permit.

Ray Minervini presented and requested approval to expand Building 56 on the east and west sides of the building for commercial and/or residential. He said he is looking only for foundation plan approval at this time. Mr. Minervini said the SHPO has approved the conceptual plans for the expansion along with parking improvements in the vicinity. Commissioners expressed concerns regarding circulation for emergency services and parking

demands and impacts parking could have on the hillside. Planning Director Larrea stated that the Township does not issue permits for foundations only.

Discussion.

A motion was made by Commissioner Warren, supported by Commissioner Clark with the determination that the expansion plans for Building 56 were compliant with Subarea 2/3 and that complete plans will be needed for the building before a land use permit can be issued. Upon vote, the motion passed 5-0.

5. Grand Traverse Commons Zoning Ordinance – Discussion of mechanisms for compliance regarding site improvements including streets, sidewalks, landscaping, parking areas and other commons elements.

Planning Directors Larrea and Soyering made general comments regarding the complete draft ordinance. Several revisions were made.

Discussion.

Mr. Soyering stated that staff will meet with the major stakeholders on the Commons to review the draft ordinance before the Planning Commission sets a public hearing date. Links to the draft zoning code will be sent to the stakeholders for review and input including the Kids Creek Neighborhood and Central Neighborhood.

6. Reports and Updates

Commissioner Hale stated MDOT will have a public meeting on November 19 regarding Division Street. She distributed a flyer for the meeting.

7. Public Comment

None.

8. Adjournment

The meeting was adjourned at 8:56 PM.

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Dated

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Jan Warren, Secretary

## Joint Planning Commission – Staff meetings

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Date: 11-24-14

Interest: Joint Recreational Authority - Matt Cowell – Executive Director (LIAA)

Staff: Russ Soyring / Rob Larrea

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### Discussion points:

1. Visitor Center – Discussion involved the bay window in the visitor center building and how that would be viewed as it relates to the recessed window provision in the Ordinance. Staff did not feel the window would be an issue and that it could be viewed as a non-conforming window.
2. Maximum parking/building allowance – Staff discussed the maximum standards permitted within the development envelopes.
3. Alternative energy (wind/solar) discussed for barn sustainability.
4. Shared Parking with TBAISD
5. Red Drive future pedestrian connection?

### Result

No major issues with the text governing the Barns area. There is ample room for expansion and build out plans.

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Date: 11-25-14

Interest: The Minirvini Group –Raymond & Ray Minirvini

Staff: Russ Soyring / Rob Larrea / Brian VanDenBrand

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### Discussion points:

1. Various mapping discussions took place mostly regarding voids between districts and development envelopes, and/or roads.
2. The max building length and its intent was discussed as were parking areas and trailheads.
3. Illustration 5.13 needed modification to more closely resemble Sub Area Plan 3
4. Illustration 5.16 needed to include Cordia parking area.
5. Discussion on what had to be improved prior to permits being issued for buildings.
6. Lack of parking / civic square language
7. Modify text that distinguished between private and public roadways.

## Result

Minor modifications to illustrations and maps to more clearly define boundaries and provisions clearly stating requirements for submittals to be discussed further.

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Date: 11-26-14  
Interest: TBAISD – Mike Hill – Superintendent  
Staff: Russ Soyring / Rob Larrea

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### Discussion points:

1. Possible building expansions and how it would relate to parking / development envelope calcs.
2. Future of Red Drive – Can it be paved to accommodate through traffic?
  - a. Greenspire generates large drop off lines and vehicles will typically turnaround in parking spots rather than use Red Drive.
  - b. Traffic backs up during drop off and pick up causing issues with traffic heading to TBAISD
3. Shared Parking with the Barns is not an issue and happy to accommodate the use.

## Result

We will continue discussions on the Red Drive and traffic flow concerns and continue to keep in communication for any possible future expansions.

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Date: 11-26-14  
Interest: Munson Medical - Steve Tongue – Vice President of Facilities  
Staff: Russ Soyring / Rob Larrea / Brian VanDenBrand

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### Discussion points:

1. Discussion mostly revolved around current parking areas, future parking locations, parking structures and parking as non-conformity.
2. Unauthorized parking is various lots and future enforcement measures, if needed.

## Result

We will continue discussions on improvements to the Munson campus and parking issues.

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Date: 12-09-14

Interest: Munson Medical - Steve Tongue – Vice President of Facilities and Doug Wipperman, MMC

Staff: Russ Soyring / Rob Larrea

Result

Munson Medical Center would like to have the number of stories allowed to increase from 4 to 5 for Parking Lot K. We discussed the importance of the view corridors of Building 50 and will review the perspectives created by MMC to determine the visual impact a taller building on Parking Lot K would have on Building 50 from various locations on the Front Lawn of Building 50. MMC appears comfortable with the other draft regulations.

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Date: 12-16-14

Interest: Other Stakeholders (148 letters sent to owners/residents on the Commons)

Staff: Russ Soyring / Rob Larrea

Result

About 20 people attended a meeting which included representatives from Building 50. Kitchen Choreography, Grand Traverse Pavilions, Recreation Authority, The Lofts at 630 and The Minervini Group. The attendees were in favor of providing additional time to digest the draft development regulations and requested to have a second meeting with the attendance of the Joint Planning Commission. Staff will arrange a meeting for late January on the campus. Several issues pertain to private issues among various interests group regarding common elements such parking, walks, wayfinding and landscaped areas.



*Redevelopers of The Village  
at Grand Traverse Commons*



December 18, 2014

*Via Email*

Carol Hale, Chair, Joint Planning Commission  
Russ Soyring, Traverse City Planning Director  
Roberto Larrea, Garfield Township Planning Director

**RE: Draft Grand Traverse Commons Zoning Regulations document,  
Public Input and Comment**

Dear Carol, Russ and Rob:

We appreciate the opportunity we have had to provide feedback to you during the development of the draft zoning documents for The Grand Traverse Commons, and the opportunity to provide additional feedback Tuesday at the Open House at TBA-ISD.

Given the range of Sub-Areas 2 and 3 owner questions and their unfamiliarity with the current zoning draft recently presented, we need time to review it with stakeholders so the group can provide informed comments.

While there are many good changes in the draft ordinance, we also think there are some sections that will require further review and comparison to the amended District Plan and Sub-Area Plans, especially from 2003 and 2006. We need to ensure that development rights and processes we have worked for over the years are not inadvertently harmed, and are improved if possible. We would like time to submit to you proposed changes to consider for the final document.

From the discussion at yesterday's meeting, I suspect you will also receive further feedback and questions from other Commons owners and stakeholders. We look forward to helping to make this a constructive process to complete the new zoning.

Sincerely,

Raymond Minervini II  
Member