



Notice City Commission Study Session

7:00 PM

Monday, June 22, 2015

Governmental Center, Commission Chambers, 400 Boardman Avenue
Traverse City, MI 49684

Posted and Published: 06-19-2015

The meeting informational packet is available for public inspection at the Traverse Area District Library, Law Enforcement Center, City Manager's Office, and City Clerk's Office.

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. Penny Hill, Assistant City Manager, 400 Boardman Avenue, Traverse City, MI 49684, 922-4440-TDD: 922-4412, has been designated to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the ADA Coordinator. 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.

At the request of Acting City Manager Penny Hill, City Clerk Benjamin Marentette has called this Study Session.

City Commission:

c/o Benjamin C. Marentette, MMC, City Clerk
(231) 922-4480

Email: tcclerk@traversecitymi.gov

Web: www.traversecitymi.gov

400 Boardman Avenue

Traverse City, MI 49684

The mission of the Traverse City City Commission is to guide the preservation and development of the City's infrastructure, services, and planning based on extensive participation by its citizens coupled with the expertise of the city's staff. The Commission will both lead and serve Traverse City in developing a vision for sustainability and the future that is rooted in the hopes and input of its citizens and organizations, as well as cooperation from surrounding units of government.

Welcome to the Traverse City Study Session!

Any interested person or group may address the City Commission on any agenda item when recognized by the presiding officer or upon request of any commissioner. Also, any interested person or group may address the City Commission on any matter of City concern not on the Agenda during the agenda item designated Public comment. The comment of any member of the public or any special interest group may be limited in time. Such limitation shall not be less than five minutes unless otherwise explained by the presiding officer, subject to appeal by the Commission.

Agenda

Pledge of Allegiance

Roll Call

1. Introduction of new City Manager Marty Colburn.
2. Presentation and discussion regarding Joint Housing Task Force Report. (Marty Colburn, John Sych)
3. Discussion regarding a request from the developers of Washington Place to amend the approve development plans to allow the installation of a driveway off Washington Street. (Marty Colburn)
5. Consideration of the periodic personnel evaluation of City Attorney Lauren-Trible Laucht and entering into closed session to discuss the evaluation, as requested by the City Attorney (possible closed session). (Lauren Tribble-Laucht)
6. Announcements from the City Clerk. (Benjamin Marentette)
7. Public comment.
8. Adjournment.



The City of Traverse City

Communication to the City Commission

FOR THE CITY COMMISSION STUDY SESSION OF JUNE 22, 2015

DATE: JUNE 19, 2015

FROM: PENNY HILL, ACTING CITY MANAGER

A handwritten signature in black ink, appearing to read "Penny Hill".

SUBJECT: JUNE 22 STUDY SESSION

This memo covers the items for the June 22 Study Session.

1. *Introduction of new City Manager Marty Colburn.*

City Manager Marty Colburn begins his service on Monday, June 22. As previously announced, at 8:30 a.m., in the Commission Chambers on Monday, City Clerk Benjamin Marentette will administer the Oath of Office to Mr. Colburn; anyone is welcome to attend.

Additionally, at 4 p.m. on Monday, there will be a 'Meet & Greet' with Mr. Colburn in the Governmental Center Cafeteria; cookies and punch will be available, as well as hot dogs grilled by Commissioner Howe.

The purpose of this agenda item is to provide Mr. Colburn a brief opportunity to introduce himself during the televised meeting on Monday evening.

2. *Presentation and discussion regarding the Joint Housing Task Force Report.*

Mayor Michael Estes and Commissioner Gary Howe have served on the Joint Housing Task Force, which included representatives of the boards of Grand Traverse County, East Bay Charter Township, and the Traverse City Housing Commission, in addition to myself and City Planning Director Russell Soyring.

Grand Traverse County Director of Planning and Development John Sych will be in attendance at the meeting on Monday evening to provide a brief overview of the report.

3. *Discussion regarding a request from the developers of Washington Place to amend the approved development plans to allow the installation of a driveway off Washington Street.*

Attached is a request from Washington Place Co-Developer Tom McIntyre for an amendment to the plans approved by the City Commission on December 2, 2013. Specifically, the developer is asking for a curb cut on Washington Street. The Board of Zoning Appeals, on June 9, 2015, granted a variance to allow for a new driveway to access Washington Street, contingent upon: 1) the developer providing four public parking spaces in exchange for the on-street parking spaces that would be eliminated. Additionally, the variance is contingent on the City Commission approving the amendment to the plans. Mr. McIntyre will be in attendance.

On Monday evening, it would be helpful to have direction from the Commission as to if staff should bring back an agenda item for the City Commission to consider taking action approving the request.

4. *Consideration of the periodic personnel evaluation of City Attorney Lauren Tribble-Laucht and entering into closed session to discuss the evaluation, as requested by the City Attorney.*

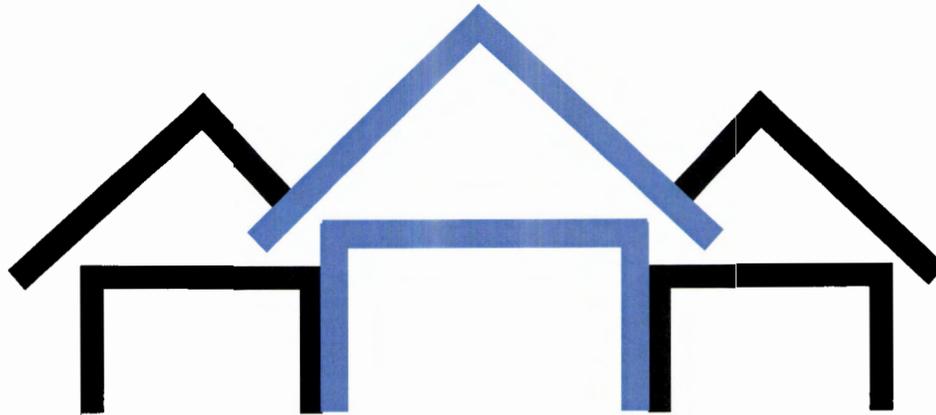
City Attorney Lauren Tribble-Laucht has requested that the City Commission enter into closed session to discuss her periodic personnel evaluation. The following motion would be appropriate to do so (a roll call vote is required):

that the City Commission enter into closed session immediately following the public comment portion of the agenda to consider the periodic personnel evaluation of City Attorney Lauren Tribble-Laucht, as requested by the City Attorney, and as authorized by MCL 15.268(a).

PH/bcm

k:\tcclerk\city commission\study session\20150622

copy: John Sych, Grand Traverse County Director of Planning and Development
Russell Soyering, City Planning Director
Timothy Lodge, City Engineer
Tom McIntyre, Washington Place Co-Developer



JOINT HOUSING TASK FORCE REPORT

**Grand Traverse County ■ City of Traverse City
Garfield Charter Township ■ East Bay Charter Township
Traverse City Housing Commission**

April 16, 2015

Joint Housing Task Force

East Bay Charter Township

Sue Courtade, Clerk

Tracey Bartlett, Treasurer

Garfield Charter Township

Jeane Blood Law, Treasurer

City of Traverse City

Michael Estes, Mayor

Gary Howe, Commissioner

Grand Traverse County

Christine Maxbauer, Chairperson

Sonny Wheelock, Commissioner

Traverse City Housing Commission

Andy Smits, Chairperson

Staff

Grand Traverse County

John Sych, Planning & Development Director

Jean Derenzy, Planning & Development Deputy Director

City of Traverse City

Penny Hill, Acting City Manager

Russ Soyring, Planning Director

Garfield Charter Township

Rob Larrea, Planning Director

East Bay Charter Township

Leslie Couturier, Planning & Zoning Administrator

Traverse City Housing Commission

Tony Lentych, Executive Director

The communities of Grand Traverse County have long recognized a significant unmet demand for a variety of housing choices in and near job centers. Many residents are aware of the issue from their own experiences. If you or someone you know has moved recently into or around the community, then you may know of this issue firsthand. Even businesses recognize that housing impacts their ability to attract and retain employees. This challenge is expected to compound as the county population has been increasing at a rate of approximately 1,000 new residents every year.

While there have been efforts from local units of government and the private sector to address lack of housing options, what has been lacking to date in addressing the housing issue is a coordinated effort amongst units of government and organizations. The 2013 County Housing Strategy outlines objectives to address the issues. A key objective is to coordinate efforts and improve capacity to address housing issues. By setting a common agenda based on a partnership, the County, local units of government and housing organizations can maximize staff resources, financing and incentive mechanisms, and funding resources to develop and complete housing projects. In many cases, this partnership would work with private developers where public resources are leveraged to create a more desired housing product.

A joint housing task force was formed including representatives from the communities most often faced with this issue. The task force met several times between October, 2014 and April, 2015. This report summarizes information presented and discussed at the meetings along with four key actions for the task force communities and others to move forward.

Four Key Actions

▶ **Market Development Opportunities**

Locations throughout the communities have been identified for housing development by each community. All of the communities have a host of planning and zoning incentives for housing development and will be making these readily available to developers. Consideration should be made to improve community policies that expand flexibility in permitting housing developments. Development opportunities should include improvement and upgrading of existing rental housing stock. An array of building types are desired for development including duplexes, triplexes, fourplexes, cottage courts, townhomes, live/work units, courtyard apartments, and mid-rise apartments.

▶ **Partner with Non-Profit and Private Developers**

Together, communities in the region have recognized the value of working collaboratively and should continue in this effort. Taking their collaboration to the next level, the best opportunity for action is for communities to partner with local non-profit developers and private developers. HomeStretch and Traverse City Housing Commission are two potential non-profit developers capable of providing resources to build projects that meet community goals. To be successful, non-profits need to recognize communities as true partners in projects while communities need to shepherd projects through review and approval processes. Private developers bring the much needed investment to the project. Three party partnerships are the ideal scenario for success by engaging a private developer, non-profit developer and a community.

▶ **Unite Housing Resources**

By uniting resources, communities will see greater results that match their goals. Developing a common policy for PILOT projects will provide consistency and recognize the value that communities afford to projects. The Affordable Housing Trust Fund provides a great mechanism to provide a leveraged, primary resource for projects.

▶ **Maintain Awareness**

Community leadership is essential to make housing projects happen. Informing the public and supporting viable, well-designed projects will result in increasing success to achieving community goals.

Summary

Elements of a Successful Community

- Jobs
- ▶ **Housing choices**
- Marketplace
- A variety of ways to travel
- Gathering places
- Municipal services
- Public safety
- Community character

Local Housing Studies and Strategies

- Local studies and strategies focused on housing include the 1996 Grand Traverse County Housing Needs Study, the 2003 and 2009 Grand Traverse County Housing Needs Assessments, the 2008 Regulatory Framework for Workforce Housing in Traverse City, the 2012 Grand Traverse County Housing Inventory, the 2013 Grand Traverse County Housing Strategy, and the 2014 Framework for Housing Choices in Northwest Michigan.
- Key takeaways from the studies include:
 - Renters make up 23.3% of all households
 - 98% occupancy rate for rentals
 - Nearly half of all rental households live in unaffordable housing, including 80% of those earning \$20,000 or less
 - Housing appreciation is rising faster than income appreciation
 - 32% of renter households suffer from overburden
 - Shortages of accessible housing, small rental units
 - 40% of owner-occupied households are “low income”
 - Average household spends 57% of income on combined housing and transportation — over 60% in rural areas
 - 800 homes in the county are in “poor” condition
- Key strategy goals include:
 - Expand location and energy-efficient housing choices
 - Target housing activities toward existing communities
 - Develop greater financial and programmatic capacities to support and enhance housing efforts of existing nonprofits
 - Coordinate planning and zoning policies that encourage greater housing choices
 - Raise awareness and support of affordable housing among the public

- What is Affordable?
 - **Income.** A housing unit is considered affordable to a household if housing costs total 30% or less of that household’s income—with “costs” referring either to rent, or, for ownership units, mortgage interest and principal, taxes, and insurance. When households pay more than 30% of their income for housing, they are considered cost overburdened, a financial strain that creates a higher risk of foreclosure or homelessness.
 - **Income+Transportation.** A housing unit is considered affordable to a household if housing and transportation costs total 45% or less of that household’s income.
 - **Income+Transportation+Energy.** Home energy costs, including electricity and heating costs, can account for 20% or more of a household’s budget. Low income households spend a greater percentage of their income on energy costs, and are more likely to experience housing instability due to energy costs.
 - The typical household in Grand Traverse County spends 57% of their income on housing and transportation costs combined. In rural areas, home to the County’s more “affordable” housing, combined housing and transportation costs total well over 60% of a typical household budget.

Current Housing Development Trends

- City of Traverse City has several housing units under construction, but most of them are high-end developments. Accessory dwelling units are now allowed.
- East Bay Township is working on changing its “growth boundary” area by looking to increase density within it; however, most of the development is happening outside the boundary line. There are two new apartment complexes and another one recently approved.
- Garfield Township has mapped active housing development projects. All levels of income are represented in the projects. Projects include new apartments, some MSHDA funded, single family, mixed-use commercial, duplexes and residential.

Defining Housing Types and Building Types

- The housing continuum illustrates the variation of **housing types** in our community:



- The variety of **building types** for housing need to expand to meet market demand. These often missing building types are called the "missing middle."



- Key elements that make successful “middle missing” housing areas include:
 - Medium density development but good design makes it feel like lower density
 - Small footprint and blended densities
 - Smaller, well-designed units
 - Off-street parking does not drive the site plan
 - Simple construction
 - Creating community
 - Marketability
- There are many developments that have successfully blended market rate housing with affordable housing, i.e. Midtown development in Traverse City. A strong non-profit housing developer is often needed to make such developments work. The Dwelling Place in Grand Rapids is a model for a non-profit housing developer (www.dwellingplacegr.org).

Available Housing Incentives and Tools

- Traverse City’s housing incentives and flexible regulations include:
 - Accessory Dwelling Units (ADU)
 - Neighborhood Enterprise Zone (NEZ)
 - Affordable Housing Density Bonus
 - No minimum dwelling size
 - Narrower lots (35 feet wide)
 - Smaller lots (4,000 to 5,000 square feet)
 - Height bonus (extra floor if residential is incorporated in a mixed use building)
 - Low Parking Requirements (1 per dwelling, 0 for dwellings over commercial/downtown)
- Garfield Charter Township’s housing incentives and flexible regulations include:
 - Permits PILOT projects throughout the Township
 - Encouraging more development closer to the urban core
 - Planned Unit Development (PUD) to allow for flexibility in development
- East Bay Charter Township:
 - New master plan is underway
 - Potential redevelopment sites include: Old Ball World site; northwest corner of Vanderlip and Hammond; the Avenues area; 10-acre ridge east of ice rink; the Clous property on Three Mile Road. The township is interested in alternative approaches to housing development, including cottage housing development.
- Grand Traverse County’s housing incentive tools include:
 - The Land Bank Authority
 - The Brownfield Redevelopment Authority
 - The Affordable Housing Trust Fund. Public-private partnerships need to be improved to complete projects. Items to consider: assign a developer fee or percentage to be put towards the Housing Trust Fund; issue a request for proposal (RFP) for developments; and, market our area for housing projects with these tools as incentives.
- The Traverse City Housing Commission:
 - Housing Choice Voucher Program
 - TCHC offers public housing developments: Riverview Terrace and Orchardview
 - The TCHC is in a reorganization process and has a new Executive Director

Recommended Improvements to Housing Incentives and Tools

- Establish criteria to determine when affordable housing projects receive public incentives
 - Tie to affordable housing trust fund
- Continue to explore use of Accessory Dwelling Units
- Establish common PILOT policy, unified criteria, and ordinance
 - Including provision for emergency services
- Continue to reduce zoning barriers by providing greater flexibility for housing developments

Target Market Analysis

- In 2014, 10 target market analyses were developed by LandUseUSA of Lansing and funded by Michigan State Housing Development Authority (MSHDA) and Networks Northwest as part of the Regional Prosperity Initiative. There is one target market analysis (TMA) for each county in Northwest Michigan.
- What is the difference between a traditional housing market study and a target market analysis?
 - Traditional Housing Market Study. Supply and demand based on the housing choices that existing residents have already made the local market. This approach is limited because it a) relies on the behavior of residents who might not be on the move; and b) fails to consider that demographic groups would make other choices if they had the option. It can also contribute to redundancy in the housing market, and blandness in neighborhoods and communities.
 - Target Market Analysis (TMA). A study of populations that are migrating or moving, and that also have a clear preference for city living and urban housing formats (rather than rural living and suburban formats). A study of their lifestyle preferences and of the types of housing formats that they are choosing in other markets throughout the Upper Midwest.
- What is a lifestyle cluster?
 - For a TMA, consumers are defined by demographics, buying preferences, and other factors into a cluster. LandUseUSA utilized the privately developed MOSAIC Lifestyle database. The MOSAIC Lifestyle database is a geodemographic segmentation system developed by Experian and AGS consisting of 71 Lifestyle Clusters.
 - For Northwest Michigan, 12 of the 71 clusters were targeted for the purpose of each TMA. These 12 target clusters were identified as they are the lifestyle clusters primarily interested in higher density areas and tend to be interested more in attached residential units (i.e., apartment complexes, duplexes, townhomes, etc.).
- What are the results of the TMA?
 - The conservative scenario for the 12 targeted clusters in Grand Traverse County indicates **there is an annual demand through the year 2020 for 1,215 housing units (219 owner units and 996 rental units).**

Utilizing Private/Public Partnerships

- Why form a public/private partnership? A partnership...
 - Reduces risk
 - Draws on each other's strengths
 - Provides additional financial resources
 - Increases access to market based information
 - Encourages private developers to build affordable housing
- What is the role of local government
 - Identify expectations (i.e. duration of participation)
 - Identify incentives available (i.e. Housing Trust Fund, TIF, Brownfield, Land Bank, PILOT)
 - Identify process (Who does the developer work with? What committee(s)? What approvals are needed meaning duration?)
- Why would a private developer partner with local government?
 - Provides for alternative investments
 - Lowers risk
 - Offers reward
 - Affords personal gratification
- Project pro formas identify opportunities and include...
 - Sources and uses
 - Duration of project
 - Return on investment
- How do you encourage partnership
 - Identify gap funding sources
 - Identify process
 - Work with what Committee – If you meet % of units approval
 - Identify obstacles
 - Start Identifying potential private partners
 - Is there agreement/understanding on Boards that public is not going to solve housing crisis – partnerships with private can assist
- How do you reach success?
 - Every partner and every funding source in this community effort — public, private, and nonprofit— is an essential piece of the puzzle

Additional Information available at:

www.grandtraverse.org/planning (Click on "Joint Housing Task Force" on the left)

- JHTF Meeting Agenda Packets and Minutes
- Housing Studies and Reports
 - 1996 Housing Study for Grand Traverse County
 - 2008 A Regulatory Framework for Traverse City
 - 2009 Housing Needs Assessment
 - 2012 Housing Inventory & 2013 Housing Strategy
 - 2014 Northwest Michigan Regional Prosperity Plan - A Framework for Housing Choices
- Meeting Presentations and Handouts
 - Public Private Partnership PowerPoint Presentation
 - Garfield Charter Township Active Development Project Map UPDATED
 - November 20, 2014 JHTF Meeting PowerPoint Presentation
 - Traverse City Housing Incentives and Regulations/Potential Housing Sites PowerPoint Presentation
 - Housing Incentives in Grand Traverse County PowerPoint Presentation
 - Traverse City Housing Commission PowerPoint Presentation
 - Housing Innovations Memorandum from East Bay Township
 - October 23, 2014 JHTF Meeting PowerPoint Presentation

To: The Traverse City Commission

From: Tom McIntyre, Co-Developer – Washington Place

Date: June 16, 2015,

Re: Washington Place Update – June 22, 2015 City Commission Study Session

=====

Dear Commissioners,

This request is an update to the original Plan Approval received from the City Commission on December 2, 2013 when the City Commission approved the preliminary site and building plans for the Washington Place development as part of an Option Agreement between The City of Traverse city and SNAFU Investments, LLC dated February 22, 2006.

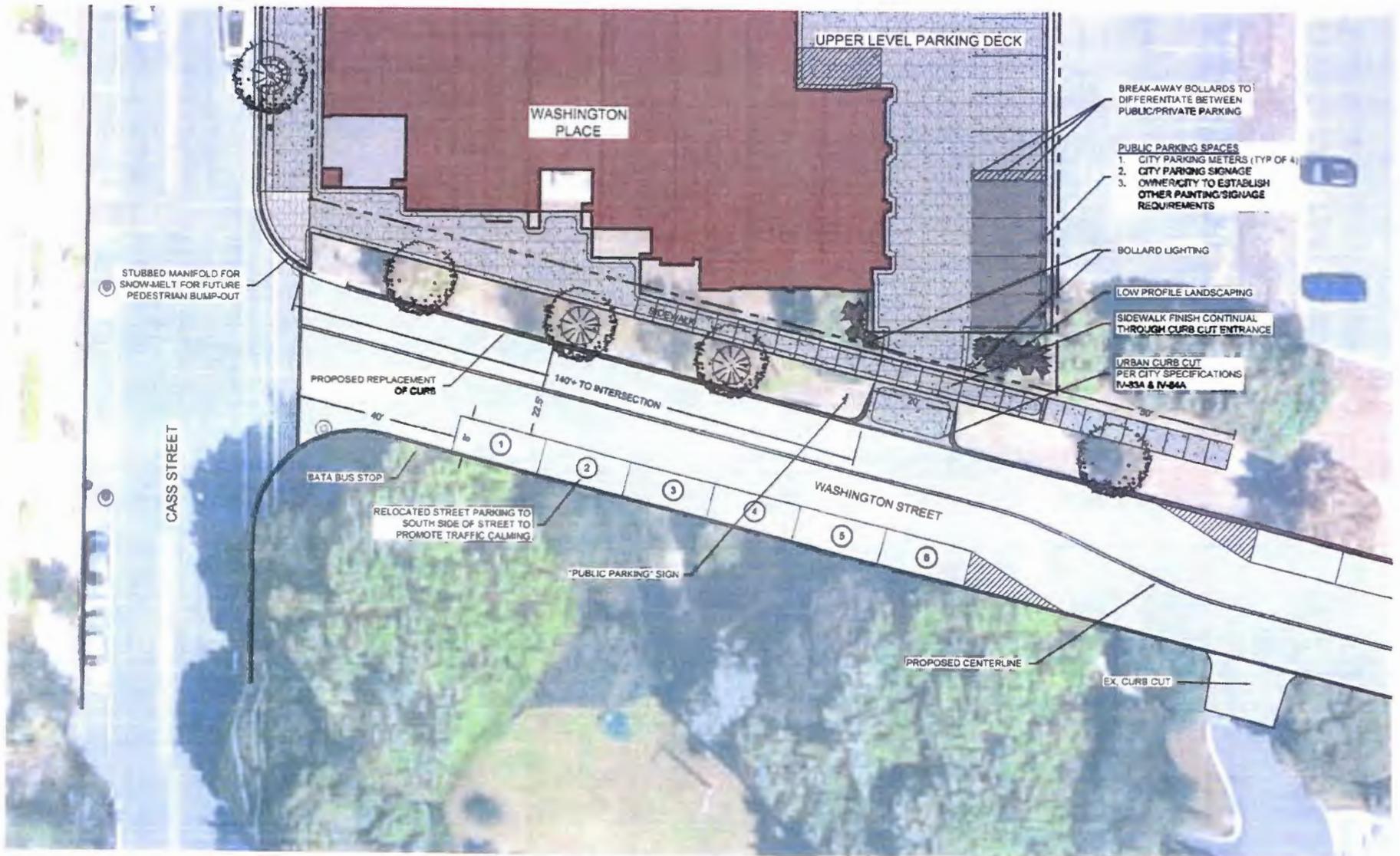
Since that original plan presentation and approval there have been a number of changes made in this project. With leadership changes at the city, a tight construction schedule and even the distraction of the holidays, the process has evolved. At the time of review of the preliminary site plan we thought we had ingress and egress to our parking over city property. By the time of building permitting last fall we expected to use an auto elevator or apply to the BZA for curb cut. Neither of these alternatives were part of the original option agreement. So with guidance from the city we recently requested a curb cut from the BZA and got it.

Today we are here to work with the city to bring our option agreement up-to-date by making it consistent with the current BZA approval.

Thanks for your consideration.

Enclosures:

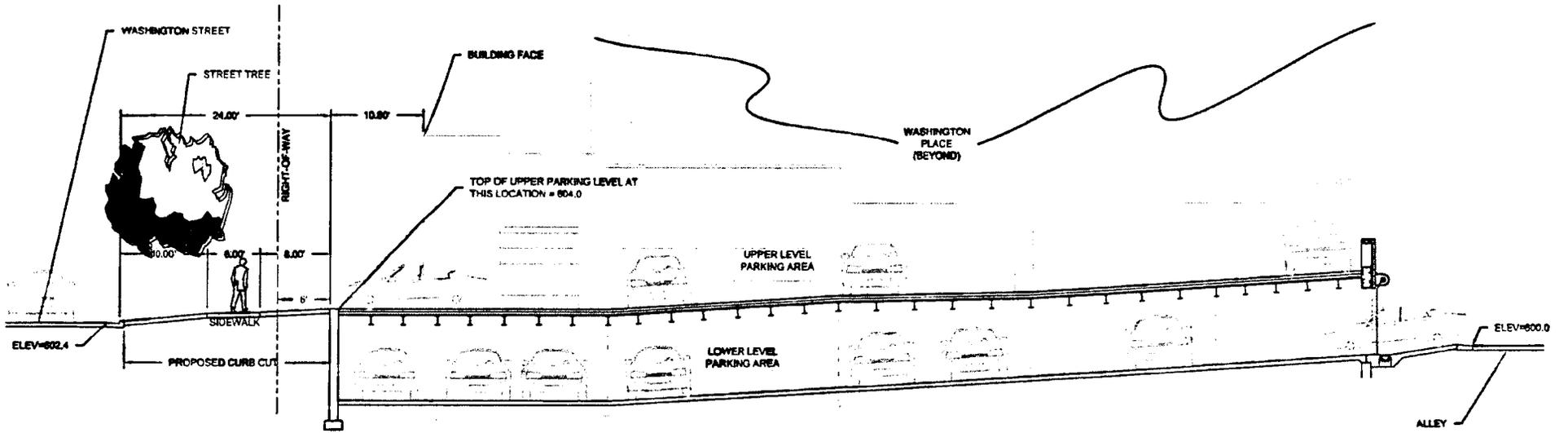
- Site plan, Washington Street Curb Cut Request (1 page)
- Site section at parking lot and Washington Street (1 page)
- Appropriate city curb and driveway details (2 pages)
- 3D Rendering showing parking, curb cut, Washington Street and landscape screening (1 page)



washington street curb cut request



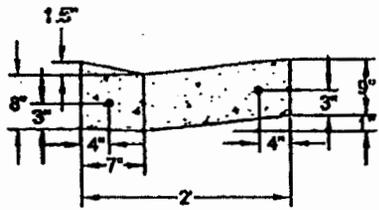
exhibit 1
 proposed curb cut dimension plan



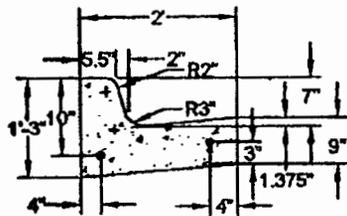
washington street curb cut request



exhibit 2
parking section view



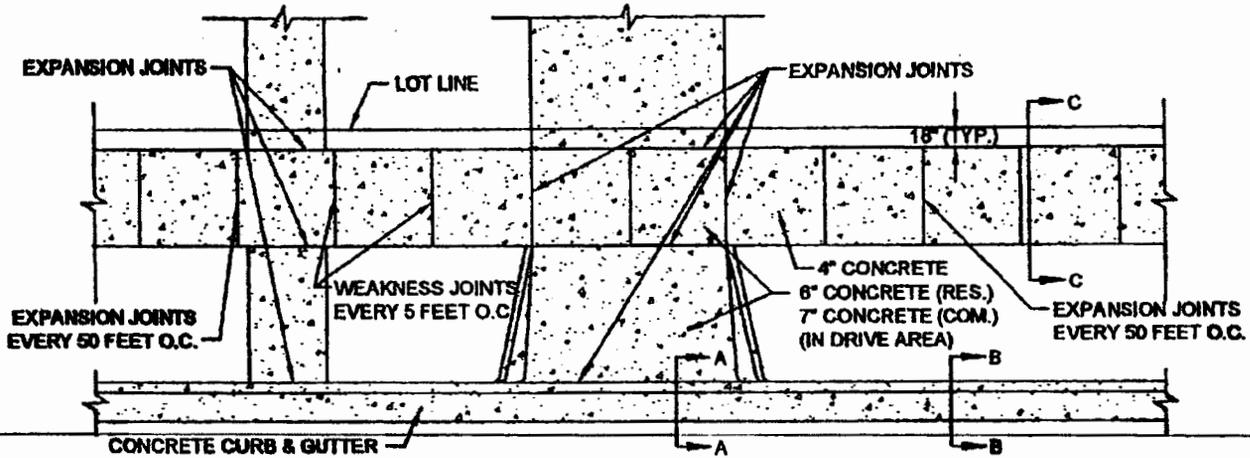
SECTION A-A



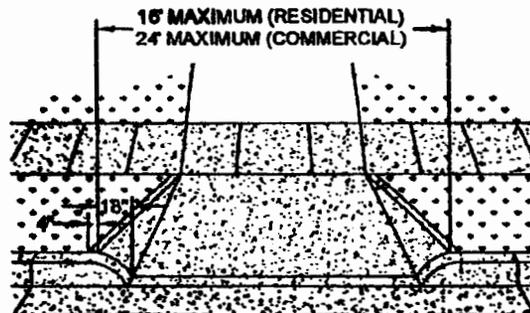
**SECTION B-B
(M.D.O.T. TYPE C4)**



**SECTION C-C
4" CONCRETE SIDEWALK**



SITE PLAN



SINGLE DRIVEWAY - VIEW FROM STREET

(WIDER OPENINGS AS APPROPRIATE WILL BE PERMITTED FOR DOUBLE GARAGES)
N.T.S.

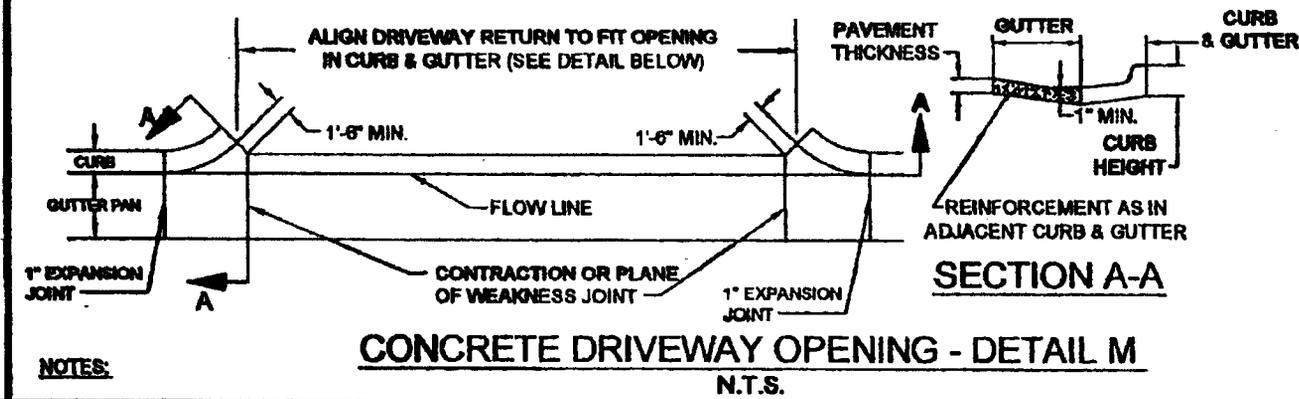
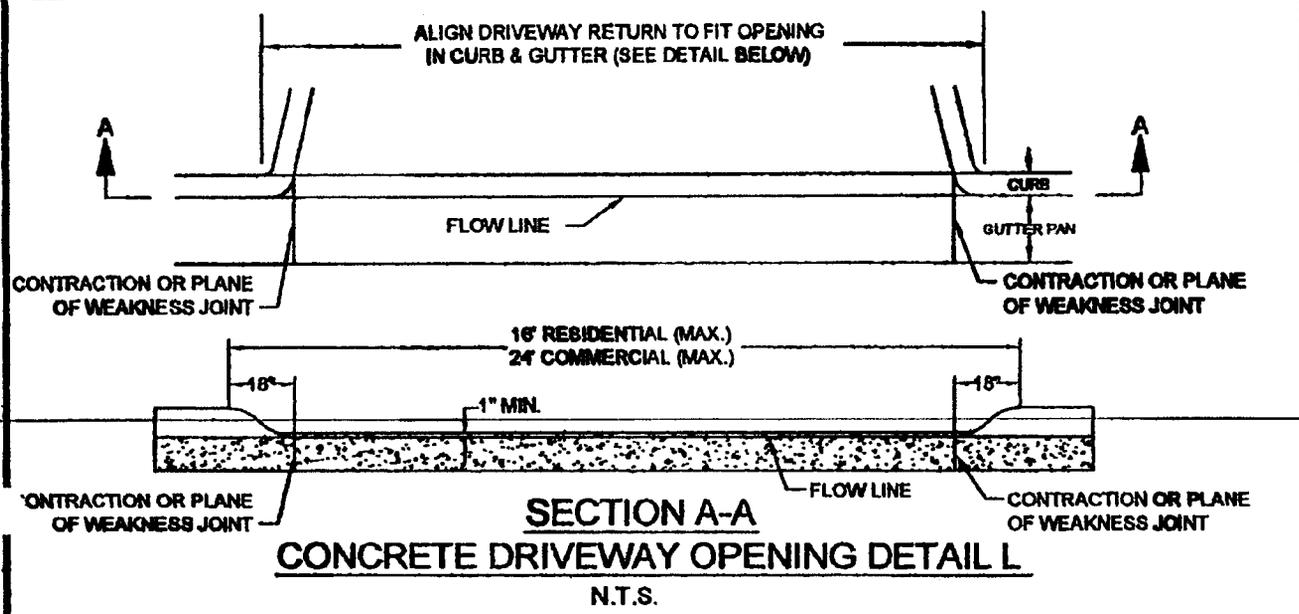
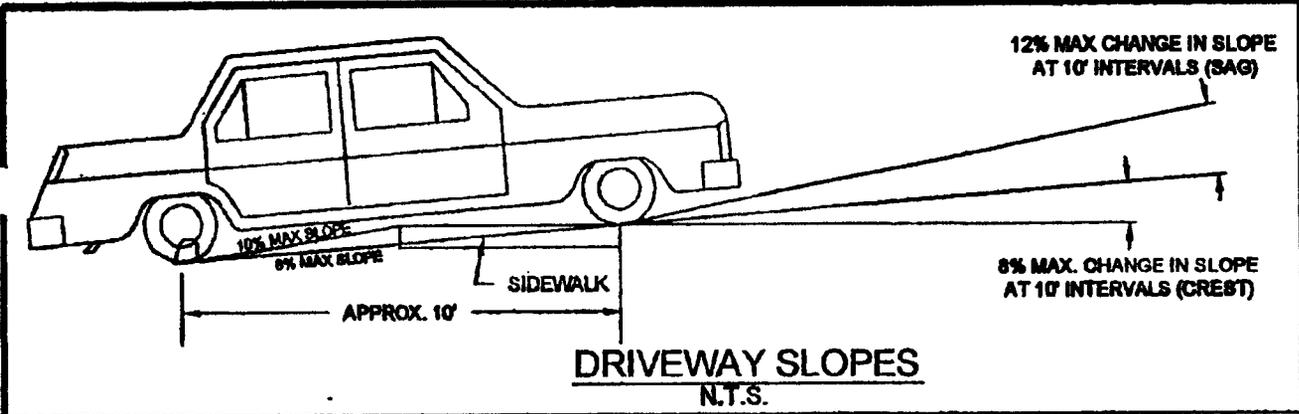
NOTES:

- FORMS REQUIRED
- 6 BAGG CONCRETE - 8AA 100% CRUSHED AGGREGATE
- 2" TO 4" SLUMP CURING COMPOUND
- 4" TOPSOIL, SEED AND MULCH
- ON R.O.W. DISTURBED AREA



The City of Traverse City
Engineering Department
GOVERNMENTAL CENTER
400 Boardman Avenue
Traverse City, Michigan 49684
(231) 922-4481

DRAWN BY:	REVISION #	APPROVED BY:	DATE:	DETAIL #
JDM	1		5/19/05	IV-84A
APP. BY: <i>JDM</i>				
DATE: 8-3-04				



NOTES:

1. MONOLITHIC CURB IS INCLUDED IN THE CONCRETE DRIVEWAY APPROACH QUANTITY.
2. REINFORCEMENT IS NOT REQUIRED UNLESS SPECIFIED ON THE PLANS.
3. WHEN AREA BETWEEN CURB & GUTTER AND SIDEWALK IS MORE THAN 300 SQ. FT., CAST DRIVEWAY APPROACH IN TWO POURS.



The City of Traverse City
Engineering Department
GOVERNMENTAL CENTER
400 Boardman Avenue
Traverse City, Michigan 49684
(231) 922-4461

DRAWN BY: JDM
APP. BY: *JDS*
DATE: 8-3-04

REVISION #	APPROVED BY:	DATE:

DETAIL #
IV-83A



**MINUTES
TRAVERSE CITY BOARD OF ZONING APPEALS
REGULAR MEETING
TUESDAY, MAY 12, 2015
7:00 P.M.**

**Commission Chamber, Governmental Center, 2nd Floor
400 Boardman Avenue
Traverse City, Michigan 49684
231-922-4464**

PRESENT: Members Bergman, Szajner, Donaldson, Raferty, Wegener, Lomasney, Hanley and Vice-Chairperson Callison and Chairperson Cockfield.

ABSENT: Member Jones.

1. CALL MEETING TO ORDER

The meeting was called to order at 7:00 p.m.

2. APPROVAL OF MINUTES- Approval of the April 14, 2015 regular meeting minutes.

Motion by Member Wegener, seconded by Member Donaldson, to approve the April 14, 2015 regular meeting minutes as presented. Upon vote the motion carried 9-0.

3. REQUEST 15-BZA-06 – A REQUEST FROM ROBERT YVON, 134 EAST NINTH STREET, TRAVERSE CITY, MICHIGAN for:

A 30 foot dimensional variance to allow for a new driveway to access a street and be less than 100 feet from an existing driveway located at the property commonly known as **1034 South Garfield Avenue, Traverse City, Michigan.**

Bill Siegmund, 1040 South Garfield Avenue, Traverse City, Michigan, addressed the Board.

Bob Yvon, 134 East Ninth Street, presented drawings and answered questions from the Board.

Public comment was opened and closed.

Motion by Member Lomasney, seconded by Vice-Chairperson Callison to grant a 30 foot dimensional variance to allow for a new driveway to access a street and be less than 100 feet from an existing driveway located at the property commonly known as 1034 South Garfield Avenue, Traverse City, Michigan, based on the Statement of Conclusions and Finding of Fact contained in the Order Granting for Variance No. 15-BZA-06. Upon vote the motion carried 9-0.

4. **REQUEST 15-BZA-07 – A REQUEST FROM TOM MCINTYRE OF SNAFU INVESTMENTS, 116 CASS STREET, TRAVERSE CITY, MICHIGAN** for:

A use variance to allow for a new driveway to access a street in a C-4 district located at the property commonly known as **215 Washington Street**, Traverse City, Michigan.

Tom McIntyre, 116 Cass Street, Traverse City, Michigan, presented and answered questions from the Board.

Jon Laureto, with REI Construction Consultants, 7224 S. Shugart Road, Traverse City, Michigan, presented and answered question from the Board.

Ken Richmond, Architect, 821 South Elmwood Avenue, Traverse City, Michigan, presented and answered questions from the Board.

Ray Kendra, Architect, 118-A Cass Street, Traverse City Michigan, presented and answered questions from the Board.

Scott Jozwaik, Engineer, P.O. Box 5342, Traverse city, Michigan, Presented and answered questions from the Board.

Sheila McIntyre, 116 Cass Street, Traverse City, Michigan, addressed the Board.

Public Comment was opened.

John Erb, 10885 North Shore Road, Northport, Michigan, spoke in favor of granting the variance.

Rose White Hutchson, 222 Washington Street #1, Traverse City, Michigan spoke against granting the variance.

Tom Erwin, P.O. Box 469, Traverse City, Michigan, potential owner in Washington Place, spoke in favor of granting the variance.

David Rollert, 6442 Mission Ridge Road, Traverse City, Michigan, potential owner in Washington Place, spoke in favor of granting the variance.

Carol Hale, 240 Washington Street #12, Traverse City, Michigan, spoke against granting the variance.

David Taft, 952 Neahtawanta Road, Old Mission, Michigan, potential owner in Washington Place, spoke in favor of granting the variance
Michael Vikery, 319 Washington Street, Traverse City, Michigan, made general comments.

Jim Carruthers, 218 West 11th Street, Traverse City, Michigan read a memo to the Board from the City Manager to the City Engineer dated November 14, 2014.

Linda Koeber, 319 Washington Street, Traverse City, Michigan, spoke against granting the variance.

Mike Dow, 436 Washington Street, Traverse City Michigan, potential owner in Washington Place, spoke in favor of granting the variance.

Laura Labonte, 2304 Sadie Lane, Grawn, Michigan, spoke in favor of granting the variance.

Ray Kendra, 118-A Cass Street, Traverse City, Michigan, spoke in favor of granting the Variance.

Public Comment was closed.

The Board continued discussions.

Motion by Member Raferty, seconded by Member Wegener to grant a use variance to allow for a new driveway to access a street in a C-4 district located at the property commonly known as 215 Washington Street, Traverse City, Michigan, contingent that four public parking spaces are provided, based on the Statement of Conclusions and Finding of Fact contained in the Order Granting for Variance No. 15-BZA-07. Upon vote the motion carried 5-4 with Members Cockfield, Callison, Donaldson and Bergman voting in opposition.

5. PUBLIC COMMENT

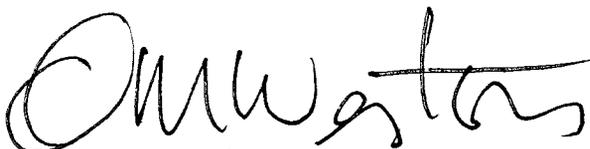
None

6. OTHER BUSINESS

None

7. ADJOURNMENT

None.



David Weston, Planning and Zoning Administrator

Date: 6-10-15

**CITY OF TRAVERSE CITY
ORDER AUTHORIZING
VARIANCE NO. 15-BZA-07**

Pursuant to the City of Traverse City Code of Ordinances § 1324.05(d), Variances, the Board of Zoning Appeals hereby authorizes a dimensional variance for the following:

Street Address: 215 Washington Street

Property Description: PART OF LOTS 17, 18 AND THE WEST 46' OF LOT 16, BLOCK 7, ORIGINAL PLAT OF TRAVERSE CITY, TRAVERSE CITY, MICHIGAN; MORE FULLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 18 AND THE POINT OF BEGINNING; THENCE N 89°58'47" E, A DISTANCE OF 178.72' ALONG THE NORTH LINE OF SAID LOTS; THENCE S 00°01'18" E, A DISTANCE OF 135.21' TO THE NORTH RIGHT-OF-WAY TO WASHINGTON STREET; THENCE ALONG SAID NORTH RIGHT-OT-WAY N 75°58'45" W, A DISTANCE OF 184.02' (RECORD N 7S00'44" W) TO WEST LINE OF SAID LOT 18; THENCE ALONG SAID WEST LINE N 00°09'34" W, A DISTANCE OF 90.51' (RECORD N \00'05'11" W, 90.65') TO POB. CONSISTING OF 0.46 ACRES.SUBJECT TO AND TOGETHER WITH ANY EASEMENTS, ENCROACHMENTS, OR RESTRICTIONS, IT ANY.

Variance Granted: A use variance to allow for a new driveway to access a street in a C-4 district, contingent that 4 public parking spaces are provided.

Applicant: Tom McIntyre 116 Cass Street, Traverse City, Michigan.

It is determined that the Applicant has demonstrated a hardship as well as showing of good and sufficient cause authorizing a variance by the City of Traverse City Code of Ordinances. The findings of fact and reasons upon which this determination is based are as follows:

1. The attached Statement of Conclusions and Finding of Fact are incorporated herein by reference.
2. The procedures and requirements for variance decisions by law and ordinance have been followed.

This Order shall not be deemed to be City approval for anything other than the variance authorized by this order and shall not relieve the owner or occupier of the land from obtaining any other license, permit or approval required by law or ordinance.

I hereby certify that the above Order was adopted on JUNE 9th, 2015, at a regular meeting of the Board of Zoning Appeals for the City of Traverse City at the County Committee Room, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan.

Date: 6-9-15



David Weston, Planning and Zoning Administrator

Note: A decision of the Board of Zoning Appeals shall be final. However, any party having a substantial interest affected by an order, determination or decision by the Board of Zoning Appeals may appeal to the Circuit Court, if made to the Court within twenty-eight (28) days after rendering the final decision or upon grant by the Court of leave to appeal. Codified Ordinances of Traverse City Michigan

STATEMENT OF CONCLUSION AND FINDINGS OF FACTS 15-BZA-07

The following are the Statements of Conclusions supported by evidence submitted to the Board of Zoning Appeals in connection with a request for a dimensional variance, Request No. 15-BZA-07, for the property commonly known as **215 Washington Street Street**, Traverse City, Michigan, from Tom McIntyre.

1. Practical Difficulty. There are exceptional or extraordinary circumstances or physical conditions that do not generally apply to other properties or used in the same district.
2. In granting the variance, the spirit of the Zoning Code is observed, public safety is secured and substantial justice is done.
3. No substantial adverse effect on property values in the immediate vicinity or in the district where the property is located will occur as a result of granting this variance.
4. The difficulty presented by the applicant in support of the request for a variance is not so general or recurrent in nature that a formulation of a general regulation for such condition is preferable.
5. The practical difficulty is unique to the property and not to the general neighborhood and shall apply only to property under control of the applicant.
6. Granting the variance is necessary for the preservation of a substantial property right possessed by other properties in the same zoning district.
7. The difficulty is not solely economic and is based on the reasonable use of a particular parcel of land.
8. The difficulty was not the result of an act of the applicant or a person in privity or concert with the applicant.

The foregoing Statement of Conclusions are supported by the following Findings of Fact No 15-BZA-07:

1. The applicant thought he had access over City owned property (parking lot N) to the east prior to the issuance of the Land Use Permit.
2. The approved plans associated with the Land Use Permit had 24 parking spaces being accessed from the alley (19 spaces underground and 5 in attached garages) and 19 parking spaces accessed from City owned property to the east with the potential for a car elevator if a variance was not granted or an ingress/egress easement could not be obtained.
3. The Land Use Permit was issued on October 18, 2014 with one of the conditions stating that there be no vehicular ingress or egress is permitted on City property without City Approval.
4. Properties on the south side of the street are zoned R-29 (Multiple Family Dwelling District) and GP (Government/Public District) and are permitted to have driveways that access Washington Street with no separation requirement.
5. There currently is insufficient public parking in the general vicinity.
6. Washington Place will add approximately 35 cars that will require parking downtown.
7. With both the underground and above ground parking currently in the plan, Washington Place will have 43 parking spaces available. If the variance is denied, there will be 19 fewer parking places available creating a hardship on owners as well as people who work downtown and require public parking in this area.
8. The building is mostly residential with 23 residential units and 3 first floor commercial units.
9. The residents that will be residing in Washington Place are typically elderly, retired and have two vehicles.
10. It was considered to be unsafe to expect elderly residents to walk late at night or in the winter from an offsite parking area or garage several blocks away.
11. Close convenient private parking with street access is available for adjacent multiple family uses in the general vicinity.
12. There is approximately 4 feet of grade change from Washington Street to the alley.

13. The parcel has a high water table and limits how deep the lower level parking area can be.
14. Due to the small size of the parking area and the grade change from Washington Street to the alley, internal ramping with access only from the alley would only allow for 21-23 parking spaces instead of desired 43 spaces.
15. In the State of Michigan the only elevators of the size and capacity to elevate automobiles are "true" freight elevators and are not practical for general use by the public.
16. Public parking areas are permitted to access a street when alley access is available in a C-4 District.
17. The proposed driveway will be approximately 140 feet from the Cass Street Intersection and 540 feet from the Park Place entrance.
18. The applicant offered to provide 4 public parking spaces in exchange for the on street parking spaces that would be eliminated.
19. The applicant will work with the city to reduce the impact of the curb cut on street parking through possibly relocating a fire hydrant and possible traffic calming measures or shifting parking to the south side of Washington Street.
20. A new driveway on Washington Street or an ingress/egress easement on City owned property will require the applicant to go back to the City Commission for approval.



Benjamin Marentette <bmarente@traversecitymi.gov>

Re: Your evaluation

1 message

Lauren Tribble-Laucht <ltribble@traversecitymi.gov>

Mon, Jun 15, 2015 at 1:56 PM

To: Benjamin Marentette <bmarente@traversecitymi.gov>

Ben,
Yes I am requesting a closed session to to consider my periodic personnel evaluation pursuant to MCL15.268a.
Thanks.
Lauren

On Mon, Jun 15, 2015 at 1:40 PM, Benjamin Marentette <bmarente@traversecitymi.gov> wrote:
Hi Lauren,

Can you respond to me and let me know if you're requesting the City Commission go into closed session to discuss your evaluation?

Benjamin C. Marentette, MMC
City Clerk | City of Traverse City
400 Boardman Ave. | Traverse City, Michigan 49684
bmarente@traversecitymi.gov | www.traversecitymi.gov/city-clerk
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FOLLOW TRAVERSE CITY!



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