

MINUTES
TRAVERSE CITY PLANNING COMMISSION

TUESDAY, January 6, 2015

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, Linda Koebert, Chairperson John Serratelli, Janice Warren and Tim Werner

ABSENT: Commissioner Bill Twietmeyer

STAFF PRESENT: Russ Soyring, 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**
3. **ANNOUNCEMENTS-** None.
4. **ELECTION OF OFFICERS**
 - A. **Chairperson**
Motion by Commissioner Warren, second by Commissioner Dow to nominate Commissioner Serratelli to serve as Chairperson. Motion carried 8-0 (Commissioner Twietmeyer absent.)
 - B. **Vice-chairperson**
Motion by Commissioner Easterday, second by Commissioner Werner to nominate Commissioner Bergman to serve as Vice-Chairperson. Motion carried 8-0 (Commissioner Twietmeyer absent.)
 - C. **Secretary**
Motion by Commissioner Easterday, second by Commissioner Koebert to nominate Commissioner Warren to serve as Secretary. Motion carried 8-0 (Commissioner Twietmeyer absent.)
5. **CONSENT CALENDAR**
The purpose of the consent calendar is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any

member of the Commission, staff or the public may ask that any item on the consent calendar be removed therefrom and be placed elsewhere on the agenda for full discussion. Such requests will be automatically respected. If an item is not removed from the consent calendar, the action noted in parentheses on the agenda is approved by a single Commission action adopting the consent calendar.

- A. December 2, 2014 Regular Meeting minutes (Approval recommended)
- B. Reappointment of Planning Director's Designee as the Recording Secretary for the City of Traverse City Planning Commission (Approval recommended)

Motion by Commissioner Warren, second by Commissioner Koebert, to approve the Consent Calendar. Motion carried 8-0 (Commissioner Twietmeyer absent.)

6. OLD BUSINESS

- A. Consideration of Site Plan Review request by Ted Lockwood on behalf of The Moorings, LLC for the properties commonly known as 10597 E. Traverse Highway and 13910 West Bayshore Drive for a single-family dwelling development (Approval recommended)

Mr. Soyring introduced the Site Plan Review request and summarized his memo dated December 30, 2014.

Commission discussion.

Bob Brick, Peninsula Township resident, and partner of The Moorings, LLC responded to Commission questions

Mr. Brick stated that individual homeowners will be required to build sidewalks and plant street trees when residential homes are built. Mr. Brick indicated that the trails, roads, sewer, gas, water, etc. will be constructed up front by The Moorings, LLC.

Commission discussion.

Mr. Soyring and Mr. Brick responded to Commission questions.

Commission discussion.

The applicant distributed a color site plan to the Commission.

Commission discussion.

Motion by Commissioner Easterday, second by Commissioner Warren, that the request from Ted Lockwood, on behalf of The Moorings, LLC, for Site Plan Review 15-SPR-01 for development of a 97-unit single family site condominium private development located at 10597 E. Traverse Highway and 13910 West Bayshore Drive be approved as submitted.

Motion carried 8-0 (Commissioner Twietmeyer absent.)

B. Consideration of an amendment to allow Accessory Dwelling Units in single-family dwelling districts throughout the city (Discussion and Possible Action)

Mr. Soyring introduced the Accessory Dwelling Units amendment and summarized his December 22, 2014 communication to the Commission. The amendment was developed by the Housing and Building Committee whose membership includes Vice-Chairperson Bergman, Commissioner Werner, Sarah Lucas, Cecil McNally and Kay Serratelli.

Vice-Chairperson Bergman, who also serves as chair of the Housing and Building Committee, explained the changes to the ordinance amendment since the Planning Commission last reviewed it. Most of the changes were in an effort to clarify and simplify the amendment.

Commission discussion.

Mr. Soyring and Vice-Chairperson Bergman responded.

Several Commission comments require clarification. Staff will clarify how accessory dwelling unit additions to an existing nonconforming building will be handled. The amendment states that 10 accessory dwelling units are allowed per calendar year. Staff will clarify the amendment language, so that it clearly states that 10 accessory dwelling units are allowed per calendar year whether they are new construction or existing.

The following individuals made public comment on the topic:

- Adrienne Rossi, 312 W 7th Street, made general comments
- Mark Nixon, 126 E 8th Street, made general comments
- Sarah Lucas, 222 Midtown Drive and member of the Housing and Building Committee, made comments in support of the amendment
- Tom Krause, 4579 Summit View Dr, non-city resident, made comments in support of the amendment

Motion by Commissioner Warren, second by Vice-Chairperson Bergman, that a Public Hearing be scheduled for February 3, 2015 to consider an amendment to the Traverse City Code of Ordinances Sections 1320.07, *Definitions*; 1332.01 Single Family Dwelling (R-1a, R-1b) District *Uses Allowed*; 1332.07 Single Family Dwelling (R-1a, R-1b) District *Accessory Buildings*; 1374.03 Circulation and Parking *Motor Vehicle Parking*; and Chapter 1377 *Accessory Dwelling Units Overlay Districts*; regarding allowing accessory dwelling units in the single-family dwelling districts with conditions.

Commission discussion included asking Staff to confirm with the City Attorney on the validity of requiring a 6-month or greater lease term.

Motion carried 8-0 (Commissioner Twietmeyer absent.)

7. NEW BUSINESS

A. Annual Report (Review and Discussion)

Mrs. Luick briefly explained that an Annual Report is required by State Law. The report in the packet included all actions taken by the Planning Commission as well as topics of discussion for the year 2014.

8. CORRESPONDENCE

A. Cynthia Anderson letter dated 12/22/14, possible zoning change for 314 E. Eighth Street (Copy Central property) (Discussion)

Mr. Soyring introduced the letter by Mrs. Cynthia Anderson regarding a possible rezoning at 314 E. 8th Street and stated that the Master Plan indicates that the property is on the cusp of three neighborhood types. Mr. Soyring also stated that a portion of the 8th Street corridor is planned to be included in a new form-based zoning code, but that could take over a year to implement.

Commission discussion included references to the Master Plan's Future Land Use Map, the Corridors Master Plan and the Zoning Element. The zoning element is silent on the parcel. The Corridors Master Plan shows the site as the outlet for Boardman Lake Avenue. Chairperson Serratelli indicated that the City Engineer stated that the parcel is no longer desired by the City for Boardman Lake Avenue.

Commission consensus was that they would entertain a rezoning application.

9. REPORTS

- A. City Commission-** Commissioners Easterday and Werner reported.
- B. Board of Zoning Appeals-** Commissioner Bergman reported

**PLANNING COMMISSION
REGULAR MEETING MINUTES
JANUARY 6, 2015
Page 5**

- C. Grand Traverse Commons Joint Planning Commission- No report.
- D. Planning Commission
 - 1. Housing Building Committee— No additional report.
 - 2. Active Transportation Committee—No report.
 - 3. Master Plan Review Committee—Mr. Soyring reported that letters were sent to adjacent jurisdictions.
 - 4. Parking Regulation Committee- Commissioner Serratelli reported.
- E. Planning Department—No report
 - 1. Capital Improvement Program—No report.

10. PUBLIC COMMENT

- 11. ADJOURNMENT-** Meeting was adjourned at 9:15 p.m.

Respectfully submitted,

Date: February 3, 2015

Jan Warren
Jan Warren, Secretary