

TRAVERSE CITY PLANNING COMMISSION STUDY SESSION

WEDNESDAY, JANUARY 21, 2015

7:30 P.M.

Training Room

Governmental Center, 2nd Floor

400 Boardman Avenue

Traverse City, Michigan 49684

Posted: 01/16/15

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. Penny Hill, 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. ROLL CALL
3. ANNOUNCEMENTS
4. PLANNING COMMISSION GOALS (DISCUSSION)
6. PUBLIC COMMENT
7. ADJOURNMENT

2015 Planning Commission Goals

Accepted by the Planning Commission on X/X/15

- **Corridors Master Plan**

The Planning Commission and the Corridor Steering Committee assisted in the development of corridor plans for 8th Street, 14th Street, Garfield Avenue and East/West Front Streets. The corridor plans provide strategies for revitalizing these corridors as attractive places to dwell and develop business. A subcommittee may need to be formed to recommend zoning ordinance amendments or possible Form Based Codes based on the Corridors Master Plan document. Periodic implementation progress reports will be provided.

- **Active Transportation Committee**

An Active Transportation subcommittee of the Planning Commission was formed to guide a process to create a Non-Motorized Plan and to reapply for Bicycle Friendly Community designation. The Committee will submit a draft Active Transportation Plan to the Planning Commission.

- **Comprehensive Parking Plan**

A subcommittee of the Planning Commission will address topics outlined by the Planning Commission which includes providing recommendations regarding conducting a parking audit, establishing new parking maximums and minimums, shared parking and access requirements and residential parking permits.

- **Bayfront Plan**

The Planning Commission will review proposed public projects for the waterfront for consistency with the Master Plan in terms of location, extent and character. The Planning Commission will rely on the Traverse City Bayfront 2010 (campus plan) to guide decisions. Project review for each implementation phase will be brought before the Planning Commission for review.

- **Boardman River Plan**

The Planning Commission will formally review The Boardman River Plan as a possible comprehensive vision for the lower reach of Boardman River created by students from the University of Michigan School of Natural Resources. If acceptable, the Planning Commission will accept this Plan as a guiding document for public improvements and public access for the lower reach of the Boardman River.

- **Master Plan**

The current Master Plan is 6 years old this year. To be in compliance with the Michigan Planning Enabling Act, the Master Plan Committee has reviewed the Master Plan and has recommended the Master Plan be revised. The Committee will guide review public input process and review the comments received regarding the proposed revisions. The formal process including public hearings at the Planning Commission and City Commission and adoption of the revised Master Plan will be completed this year.

- **Master Plan Elements Implementation**
Create an implementation strategy for each Planning Element of the Master Plan. Action item includes recommendations for changes to the Traverse City Code of Ordinances to conform to the approved Master Plan Elements.
- **Building Height and Massing**
Last year, the building height was increased by five feet in a number of zoning districts. A form based code can more appropriately address building heights and massing by coding blocks, building types, building placement, scale and roof types. Implementation of a form based code along the 8th Street corridor will provide a local example how to address building heights in location sensitive manner. A committee will be formed to provide recommendations to address building heights and massing for the different TC Neighborhood types.
- **Formal Planning Commission Training**
In-house training of the legal aspects of planning will be provided by the City Attorney and the City Planning Director. Throughout the year, the Planning Commission will be made aware of training programs available in the area and via the Internet.

2015 Planning Department Projects

Not for acceptance by the Planning Commission

Mission Statement: *The Planning Department's primary purpose is to guide the City with land use and planning in order to enhance the quality of the community and ensure it remains a place where both citizens and businesses love to call home.*

The Planning Department:

- Helps to administer the City of Traverse City Master Plan, a document that guides City zoning, land use, urban design and physical improvements, such as buildings, streets and parks.
- Provides administrative staff for the Planning Commission, Grand Traverse Commons Joint Planning Commission, Board of Zoning Appeals, and Historic Districts Commission.
- Administers and enforces the zoning, sign, and historic districts ordinances and other land use laws. Administers the Capital Improvement Program.
- Reviews building site plans and prepares reports and recommendations to the Planning Commission for zoning map amendments, zoning laws, special land use permits and planned unit developments.
- Answers zoning and land use questions and interprets land use principles, and planning and zoning laws.

- Works with property owners and developers, other agencies and other City departments to ensure that building plans are consistent with the Master Plan and laws regarding size and placement of buildings, signs, parking areas and landscaping requirements.
- Inspects multi-family rental dwellings, rooming houses, proper anchoring of boats on the near shore of Grand Traverse Bay and property maintenance code violations.

Goals/objectives for the coming 2015 year include:

- **Seek grants** to implement the Bayfront Plan and other City projects.
- **Clinch Park-** The Planning, Engineering and Parks Departments are working on design changes to address problems related to the renovated park.
- **All Planning Elements-** Now that the Elements are approved, they will be prepared for publication using a unifying graphic design to stylize the Elements in a format that conforms to the Master Plan. The Elements will be printed and bound and to be incorporated as Sub Plans of the Master Plan.
- **Redevelopment Ready Communities certification** – The Planning Department applied and for Redevelopment Ready Community certification in 2014. The Michigan Economic Development Corporation is now reviewing the submittal. Staff anticipates changes and revisions will be needed in how we administer, process and regulate development to achieve certification. Since the City lacks a formal public participation plan, staff will develop a draft plan for Planning Commission/City Commission review. Certification will position Traverse City better to receive state grants for economic development.
- **Pedestrian Right-of-Way Local Ordinance Education-** The City passed a Local Ordinance that requires drivers to stop for pedestrians in marked and posted crosswalks. City Staff will implement a policy of where and when marked cross walks will receive high emphasis signage include in-street pedestrian crossing signs.
- **Boardman Lake Trail-** The Planning Department will be work with the Engineering Department and Garfield Township in preparation for the next segment of trail. Before grants can be applied to construct the trail easements, licensing and surveying to determine the routing of the trail needs to occur.
- **Bike Friendly City-** The Planning Department applied for and received the Bicycle Friendly City designation in 2009 at the Bronze level. Reapplication after we complete the Active Transportation Plan is desired to sustain our designation and possibly increase our status to Silver or a higher designation level.
- **Hannah Park sculpture plaza- Private** funds for the Perry Hannah Plaza have been raised. Construction drawings for the plaza and other park improvements will be created with anticipated of the plaza being constructed by July 1.
- **Public Pier and Murchie Bridge-** The Planning Department will continue working on completing the environmental studies, design and engineering for a multi-purpose pier at the mouth of the Boardman River and administrating the project grant in 2015.

- **Boardman River Boat Launch and Lot D Project-** The Planning Department reapplied for a Coastal Zone Management Grant to help fund this project. Engineered drawings have been completed. Construction is anticipated in the spring of 2016.
- **Grand Traverse Commons Zoning Ordinance-** Work continues on drafting a Zoning Ordinance in cooperation with Garfield Township Planning Department and the Grand Traverse Commons Joint Planning Commission. A public hearing on the draft ordinance is planned for April 1.