

**MINUTES**  
**TRAVERSE CITY PLANNING COMMISSION**  
**Regular Meeting**

**TUESDAY, SEPTEMBER 1, 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, Janet Fleshman, Linda Koebert, Tim Werner, Chairperson John Serratelli, Bill Twietmeyer and Jan Warren

**ABSENT:** Commissioner Jeanine Easterday

**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**

3. **ANNOUNCEMENTS-** None.

4. **APPROVAL OF MINUTES.**

August 3, 2015 special meeting minutes and August 4, 2015 regular meeting minutes  
(Action requested)

Motion by Commissioner Werner, second by Commissioner Twietmeyer, to approve the August 3, 2015 special meeting minutes and August 4, 2015 regular meeting minutes.

Commission discussion.

Motion carried 7-1 (Commissioner Fleshman opposed, Commissioner Easterday absent).

5. **OLD BUSINESS**

A. Active Transportation Committee- possible dissolution (Action requested)

Mrs. Luick explained the history of the committee and reasons for dissolution.

Commission discussion.

Motion by Commissioner Warren, second by Commissioner Twietmeyer, that the Active Transportation Committee, a subcommittee of the Planning Commission be dissolved.

Motion carried 8-0 (Commissioner Easterday absent).

**B. Housing and Building Committee- possible dissolution (Action requested)**

Mr. Soyring explained the committee purpose and reasons for dissolution.

Commission discussion.

Motion by Commissioner Koebert, second by Commissioner Twietmeyer, that the Housing and Building Committee, a subcommittee of the Planning Commission be dissolved.

Motion carried 8-0 (Commissioner Easterday absent).

**6. NEW BUSINESS**

**A. Review of zoning regulations for schools (Discussion)**

Mr. Soyring explained that schools are exempt from site plan review. The City Attorney will be looking into what extent schools are exempt from local zoning.

Scott Jozwiak of 13300 SW Bayshore Drive spoke on behalf of Immaculate Conception School/Grand Traverse Area Catholic Schools regarding conceptual plans to redevelop the school/church campus site located at 215 N. Division Street.

Redevelopment of the Immaculate Conception School would likely result in a building that exceeds the impervious surface limit.

Commission discussion.

Commission consensus is to discuss impervious surface percentages by zoning district at a future study session.

**B. Letter from Rebecca Cain regarding possible rezoning of 202 E. 14<sup>th</sup> Street (Discussion)**

Mr. Soyring explained that Ms. Cain submitted a letter to the Commission with the desire to convert her residence at 202 E. 14<sup>th</sup> Street into a café/coffee house. Currently, the parcel is not zoned for such a use.

Ms. Cain addressed the Commission.

Commission discussion.

Commission consensus was that the best option for Ms. Cain to possibly pursue is a conditional rezoning.

**C. Red Mill District Redevelopment Ready Communities Development Feasibility Report (Discussion)**

Mr. Soyring referred the Commission to review the report that was included in the packet. The City received a "report card" of the City's redevelopment readiness in March 2015 that was part of the Redevelopment Ready Communities Report of Findings. The report found several areas of deficiencies, and Staff is working on those areas to achieve Redevelopment Ready Certification. The Red Mill District report addresses the Redevelopment Ready area of the Report Card.

Commission discussion.

**D. West Front Street (PlacePlan) planning and code development (Discussion)**

Mr. Soyring announced that a walking tour will be hosted by the consultant group on September 14 at 11:00 a.m. and the Planning Commission is encouraged to attend. The Michigan Municipal League Place Plan on behalf of the City has hired Nederveld and Williams and Works to assist the City in developing a form-based code for the West Front Street. This draft code can be used as a template for the other street corridors with a recalibration as appropriate for the changing context.

Commission discussion.

**E. Grand Traverse County Awards Nominations (Action requested)**

Mr. Soyring explained that the Planning Commission has been submitting projects for this awards ceremony for several years. Several suggested projects were included in the packet for consideration.

Commission discussion.

Motion by Commissioner Twietmeyer, second by Commissioner Koebert that the Planning Commission nominate the Cordia Senior Living redevelopment project as an Outstanding Development Project to the Grand Traverse County Chapter of Michigan Townships Association and the Grand Traverse County Planning Department for their Annual Awards Banquet.

Motion carried 8-0 (Commissioner Easterday absent).

Commission discussion.

Motion by Commissioner Bergman, second by Commissioner Warren that the Planning Commission nominate the West End Beach Trail and Access Project and Perry Hannah Statue Plaza for Placemaking Awards to the Grand Traverse County Chapter of Michigan Townships Association and the Grand Traverse County Planning Department for their Annual Awards Banquet.

Motion carried 8-0 (Commissioner Easterday absent).

**7. CORRESPONDENCE - None.**

**8. REPORTS**

- A. City Commission – Commissioner Werner reported.
- B. Board of Zoning Appeals - Commissioner Bergman reported.
- C. Grand Traverse Commons Joint Planning Commission - Commissioner Warren reported.
- D. Arts Commission- Commissioner Warren reported.
- E. Planning Commission
  - 1. Housing Building Committee— Committee dissolved.
  - 2. Active Transportation Committee—Committee dissolved.
  - 3. Master Plan Review Committee—No report.
  - 4. Parking Regulation Committee- Commissioner Serratelli reported.
- F. Planning Department—No report.
  - 1. Traverse City Place Plan Committee- Commissioner Koebert reported.
  - 2. Community Development/Economic Development- Mr. Soyring reported.

**9. PUBLIC COMMENT**

**10. ADJOURNMENT**

Chairperson Serratelli adjourned the meeting at 9:06 p.m.

Respectfully submitted,

Date:

October 6, 2015

Jan Warren  
Jan Warren, Secretary