

MINUTES
TRAVERSE CITY PLANNING COMMISSION
Regular Meeting

TUESDAY, DECEMBER 1, 2015
7:30 P.M.

Commission Chambers
Governmental Center, 2nd Floor
400 Boardman Avenue
Traverse City, Michigan 49684

PRESENT: Commissioners Michael Dow, Linda Koebert, Ross Richardson, Jim Tuller, Jan Warren and Camille Weatherholt
ABSENT: Commissioners Janet Fleshman, Gary Howe and Chairperson John Serratelli
STAFF PRESENT: Russ Soyring, Planning Director; Missy Luick, Planning and Engineering Assistant

1. **CALL MEETING TO ORDER-** Secretary Warren called the meeting to order at 7:30 p.m.
2. **ROLL CALL**
3. **ANNOUNCEMENTS-** Secretary Warren welcomed new Commissioners Jim Tuller and Camille Weatherholt to the Planning Commission and welcomed back Commissioner Ross Richardson who previously served on the Planning Commission.

Secretary Warren recognized and thanked four outgoing Planning Commissioners for their service:

- Jody Bergman served since 2001 on the Planning Commission and served as both chair and vice chair during her tenure on the Planning Commission. She also served on the Board of Zoning Appeals
- Jeanine Easterday served since 2005 on the Planning Commission, served on the Board of Zoning Appeals as well as on the City Commission
- Bill Twietmeyer served since 2008 as the administrative official on the Planning Commission
- Tim Werner served since 2012 on the Planning Commission and also serves on the City Commission

4. **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. November 3, 2015 regular meeting minutes (Approval recommended)
- B. Item removed and placed on the agenda under 6D

Motion by Commissioner Dow, second by Commissioner Richardson, to approve the Consent Calendar as amended.

Motion carried 6-0 (Commissioners Fleshman, Howe and Serratelli absent).

5. OLD BUSINESS

- A. West Front Street- Form Based Code (Discussion)

Mr. Soyring introduced the topic. The City applied for a grant from the Michigan Municipal League for a Place Plan project grant for West Front Street and we were successful. The project is broken into two segments. One segment is regarding the "City Lot" project on Oak/W. Front Street and the other segment is to develop a form based code for West Front Street from the Boardman River to Division Street.

Mr. Soyring explained further that the draft form based code document is a very rich document that will take a considerable amount of time for the Planning Commission to review. Mr. Soyring stated, for those who may be concerned that the zoning may be changed quickly due to this plan, he assured that it will take several meetings as well as public hearings before any changes, if desired, will be made. He added, this is just the beginning of a dialogue regarding form based code.

Mark Miller of Nederveld presented the draft Form Based Code document.

Commission discussion.

Planning Commissioners requested examples of communities who have instituted form based code to look up as examples. Mr. Miller will provide the requested information to the Commission.

Mr. Soyring indicated that on January 12, the Planning Commission will hold a special meeting to discuss the City Lot project and form based code. We will invite members of the City Commission, Downtown Development Authority, and Downtown Traverse City Association to the meeting.

6. NEW BUSINESS

- A. Public Hearing to consider an amendment to the Traverse City Code of Ordinances Special Land Use Regulations Section 1364.08, *Special Land Use Permits Granted by*

the City Commission, regarding increasing the impervious surface allowed for schools. (Action requested)

Mr. Soyering introduced and explained the amendment.

Commission discussion.

The Public Hearing was opened.

The following made public comment during the Public Hearing:

- John Nelson, 4022 Incochee Crest Commons, made comments in opposition
- Ann Rogers, 1236 Peninsula Drive, made comments in opposition
- Scott Jozwiak, 13300 S W Bay Shore Drive, made general comments
- Joel Myler, 403 6th Street, made comments in support
- Pat Heintz, city business owner, made comments in support

The Public Hearing was closed.

Commission discussion.

Scott Jozwiak addressed the Commission.

Motion by Commissioner Dow, second by Commissioner Koebert, that the amendment to the Traverse City Code of Ordinances, Special Land Use Regulations Chapter, Section 1364.08, *Special Land Use Permits Granted by the City Commission*, regarding increasing the impervious surface limit for schools be recommended to the City Commission for adoption.

Motion carried 4-2 (Commissioners Richardson and Weatherholt opposed, Commissioners Fleshman, Howe and Serratelli absent).

- B.** Consideration of a request by Grand Traverse Area Catholic Schools to vacate Vine Street from a point 280' south of Randolph to Second Street, vacate Second Street from Cedar Street to Vine Street and grant a new right-of-way along the north property line of the campus connecting Vine to Cedar Streets (Action requested)

Scott Jozwiak presented the request to the Commission.

Commission discussion.

The following individuals addressed the Commission on the topic:

- Geoff Strait, 515 Highland Park Drive, made general comments
- Mike Buell, GTACS superintendent, made general comments

Motion by Commission Koebert, second by Commissioner Dow, that the request from Grand Traverse Area Catholic Schools, to vacate a portion of Vine Street and Second Street as requested by the applicant in their submittal provided any and all utility easements and associated costs with the relocation of the utilities and are borne by the applicant be hereby approved by the Planning Commission and such recommendation be forwarded to the City Commission for their consideration.

Motion carried 6-0 (Commissioners Fleshman, Howe and Serratelli absent).

- C. Appointments to the Board of Zoning Appeals and Master Plan Review Committee (Action requested)

The Commission deferred action until the January 5, 2016 meeting on this topic.

- D. Consideration of a Site Plan Review request by Erik Falconer, Pine Street Development One, LLC for the parcel commonly known as 305 W. Front Street (Approval recommended)

Mr. Soyring clarified that this item is on the agenda again due to incorrect motion language included in the packet materials on November 3, 2015. The Site Plan was approved on November 3; however, the motion wording was incorrect. Therefore, it is back on the agenda for consideration and the correct motion language for approval is included in the memo.

Doug Mansfield, 830 Cottageview Drive, Mansfield Land Use Consultants, representing the owner, addressed the Commission.

Commission discussion.

The following individuals addressed the Commission on the topic:

- Ann Rogers, 1236 Peninsula Drive, made comments in opposition
- T. Michael Jackson, 217 Sixth Street, made comments in opposition
- Pricilla Townsend, 150 Pine Street, made comments in opposition
- Tom Mair, 612 Fifth Street, made comments in opposition
- Ellen Corkrin, 150 Pine Street, made comments in opposition
- Brenda Quick, 542 Fifth Street, made comments in opposition
- Dave Petrol, 9988 Riley Road, Interlochen, made comments in opposition
- Deni Scudato, 422 E. State Street, made comments in opposition

- Joe Quandt, legal counsel representing the applicant, made general comments
- Geoff Strait, 515 Highland Park Drive, made comments in support
- Jeffrey Turner, 150 Pine Street, made comments in opposition
- Al Quick, 542 Fifth Street, made comments in opposition
- Judy Nelson, 429 Garfield, made comments in opposition

Commission discussion.

Motion by Commissioner Dow, second by Commissioner Koebert, that the request by Erik Falconer, Pine Street Development One, LLC for Site Plan Review 15-SPR-03 for development of a mixed-use project at 305 W. Front Street be approved provided that the conditions listed in the Staff Report 15-SPR-03 are met.

Motion carried 4-2 (Commissioners Richardson and Weatherholt opposed, Commissioners Fleshman, Howe, and Serratelli absent).

7. CORRESPONDENCE – None.

8. REPORTS

- A. City Commission - Commissioners Richardson reported.
- B. Board of Zoning Appeals – No report.
- C. Grand Traverse Commons Joint Planning Commission – Commissioner Warren reported.
- D. Arts Commission- Commissioner Warren reported.
- E. Planning Commission
 1. Master Plan Review Committee—No report.
 2. Parking Regulation Committee- No report.
- 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

- Ann Rogers, 1236 Peninsula Drive, made comments regarding considering climate change in planning processes.
- Bill Kirschke, 515 Fifth Street, made comments in opposition to the proposed form based code for West Front Street.

10. ADJOURNMENT

Chairperson Warren adjourned the meeting at 10:21 p.m.

Date: January 5, 2016

Respectfully submitted,

Jan Warren
Jan Warren, Secretary