

TRAVERSE CITY PLANNING COMMISSION REGULAR MEETING

TUESDAY, October 6, 2015

7:30 P.M.

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

Posted: 10/2/15

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. **APPROVAL OF MINUTES**
September 1, 2015 regular meeting minutes, September 14, 2015 special meeting minutes and September 15, 2015 study session minutes (Action requested)
5. **OLD BUSINESS**
6. **NEW BUSINESS**
 - A. Public Arts Master Plan- Commissioner Warren (Action requested)
 - B. Conditional rezoning request initiated by Doug Mansfield of Mansfield Land Use Consultants, on behalf of Traverse Development Group to rezone the properties located at 2351, 2455 and 2457 North Aero Park Court from I (Industrial District) to C-3 (Community Center District) with conditions (For introduction and possibly scheduling a Public Hearing for November 3, 2015)

- C. Special Land Use Permit request by Erik Falconer, Pine Street Development One, LLC to allow for a taller building at 305 W. Front Street (For introduction and possibly scheduling a Public Hearing for November 3, 2015)

7. CORRESPONDENCE

8. REPORTS

- A. City Commission - Commissioners Easterday and Werner
- B. Board of Zoning Appeals - Commissioner Bergman
- C. Grand Traverse Commons Joint Planning Commission - Commissioners Serratelli and Warren
- D. Arts Commission- Commissioner Warren
- E. Planning Commission
 - 1. Master Plan Review Committee—Commissioners Bergman, Dow and Twietmeyer
 - 2. Parking Regulation Committee- Commissioner Serratelli
- F. Planning Department—Mr. Soyring
 - 1. Traverse City Place Plan Committee- Commissioner Koebert
 - 2. Community Development/Economic Development- Mr. Soyring

9. PUBLIC COMMENT

10. ADJOURNMENT

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 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. **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. 14th Street (Discussion)

Mr. Soyring explained that Ms. Cain submitted a letter to the Commission with the desire to convert her residence at 202 E. 14th 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).

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SEPTEMBER 1, 2015
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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: _____

Jan Warren, Secretary

MINUTES
TRAVERSE CITY PLANNING COMMISSION
Special Meeting

MONDAY, September 14, 2015

11:00 A.M.

NW corner of Pine/ W. Front Street
Traverse City, Michigan 49684

PRESENT: Commissioners Michael Dow, Linda Koebert, Chairperson John Serratelli, Commissioners Janice Warren and Tim Werner

ABSENT: Vice-Chairperson Jody Bergman, Commissioners Janet Fleshman, Jeanine Easterday, and Bill Twietmeyer

STAFF PRESENT: Russ Soyring, Planning Director; Missy Luick, Planning and Engineering Assistant

1. CALL MEETING TO ORDER- The meeting was called to order by Chairperson Serratelli at 11:02 a.m.

2. ROLL CALL

3. WALKING TOUR OF WEST FRONT STREET FROM PINE TO DIVISION- DISCUSSION OF POSSIBLE REVISED DEVELOPMENT REGULATIONS FOR THE CORRIDOR

Mr. Soyring explained that the Corridors Master Plan included recommendations for West Front Street. To implement the plan, the City applied for a Michigan Municipal League Place Plan project on West Front Street both for the City Lot project on the Fire Station parcel as well as looking at development regulations on West Front Street. The development regulations created for West Front Street can be used as a template for the other street corridors within the Corridors Master Plan with a recalibration as appropriate for the changing context.

Consultants from Nederveld and Williams and Works led a walking tour and discussed the development of a form-based code for West Front Street. They encouraged walking tour participants to think about the whole space- the building walls, sidewalks, street trees, lights, curbs, and the street.

Commission discussion.

General public comments and questions were discussed along the walking tour.

4. PUBLIC COMMENT

- T. Michael Jackson, 217 Sixth Street, made general comments
- Colleen Paveglio, DDA Marketing and Development Director, announced an event hosted by the DTCA on October 24 to celebrate the new West Front Street project

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5. **ADJOURNMENT-** The meeting was adjourned at 12:20 p.m.

Respectfully submitted,

Date: _____

Jan Warren, Secretary

MINUTES
TRAVERSE CITY PLANNING COMMISSION
Study Session

TUESDAY, September 15, 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, Chairperson John Serratelli, Commissioners Bill Twietmeyer, Janice Warren and Tim Werner

ABSENT: Commissioner Linda Koebert

STAFF PRESENT: Russ Soyring, Planning Director

1. **CALL MEETING TO ORDER-** Chairperson Serratelli called the meeting to order at 7:30 p.m.
2. **ROLL CALL**
3. **ANNOUNCEMENTS-** Mr. Soyring announced a presentation on Thursday, September 17, 2015 at 5:00 p.m. at the Inside Out Gallery by Joe Minicozzi, a renowned planner, architect and assessor regarding development tax revenue
4. **PLANNING FOR RESILIENT COMMUNITIES- PRESENTATION BY CLAIRE KARNER AND HARRY BURKHOLDER (DISCUSSION)**

Harry Burkholder and Clarie Karner presented.

Commission discussion.
5. **VINE STREET AND SECOND STREET VACATION REQUEST AND PRELIMINARY SITE PLAN REVIEW FOR IMMACULATE CONCEPTION CAMPUS BY SCOTT JOZWIAK ON BEHALF OF GRAND TRAVERSE AREA CATHOLIC SCHOOLS (DISCUSSION)**

Scott Jozwiak presented the proposed site plan for a redevelopment of the Immaculate Conception campus and it includes possible street vacations for a portion of Vine Street and Second Street.

Commission discussion included a discussion of increasing the tree canopy in the site plan. Commission requested that the applicant discuss their plans with Slabtown Neighborhood Association.

Commissioner Twietmeyer left the meeting at 8:53 p.m.

The following addressed the Commission:

- Brian Carins, city business owner, made general comments

The Commission expressed support of schools within the City limits and generally are in support of the project.

No action was taken on the street vacation request as it was on the agenda for discussion purposes only.

6. MORGAN FARMS PLANNED UNIT DEVELOPMENT AMENDMENT REQUEST BY PATRICK LINDSAY (DISCUSSION)

Mr. Soyring explained that he interprets the request to be a major amendment of the Planned Unit Development (and not a minor amendment as proposed by the applicant). He would like the Planning Commission to review the request and discuss if they concur with Staff's determination that the request is a major amendment.

Patrick Lindsay addressed the Commission.
Dan Wagner also spoke on behalf of the applicant.

Commission discussion.

Commission consensus was to review all of the minor amendments that have been granted over the years to determine if the current request is a major or minor amendment. The Commission would like to review the Morgan Farms Planned Unit Development approved site plan and compare it to existing as-built conditions at a future meeting.

7. WATERSHED CENTER GRAND TRAVERSE BAY PROPOSED GRANT APPLICATION TO MDNR URBAN & COMMUNITY FORESTRY GRANT PROGRAM FOR URBAN TREE PROTECTION (DISCUSSION)

T.J. Andrews of the Watershed Center addressed the Commission.

Commission consensus is that tree protection is important to the community and the Commission is supportive of the grant request.

8. PUBLIC COMMENT

- Craig Patterson, 115 N. Huron, Mackinaw City, made comments regarding a senior living development in the Depot Neighborhood.
- Doug Mansfield, 830 Cottageview Drive, made comments regarding a senior living development in the Depot Neighborhood.

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Commission discussion.

9. **ADJOURNMENT-** The meeting was adjourned at 9:51 p.m.

Respectfully submitted,

Date: _____

Jan Warren, Secretary



Communication to the Planning Commission

FOR THE MEETING OF: OCTOBER 6, 2015

FROM: MISSY LUICK, PLANNING AND ENGINEERING ASSISTANT

SUBJECT: ARTS COMMISSION MASTER PLAN (POSSIBLE ADOPTION)

DATE: OCTOBER 2, 2015

The Traverse City Arts Commission is requesting adoption of the Arts Commission Master Plan titled "A Public Art Program Master Plan for Traverse City." Please refer to the enclosed memos regarding the draft Master Plan. A brief presentation regarding the Master Plan will take place at the meeting. Planning Commissioner, Jan Warren, serves on the Traverse City Arts Commission.

If you feel the Master Plan should be adopted, the following motion would be appropriate:

I move that the Arts Commission Master Plan titled "A Public Art Program Master Plan for Traverse City" be adopted by the Planning Commission.

MLL

Attachments

Memorandum

The City of Traverse City



TO: Russ Soyring, Planning Director & Staff for the Traverse City Planning Commission

FROM: Stevie Murray, Administrative Specialist *SM*

DATE: September 23, 2015

SUBJECT: Traverse City Arts Commission Master Plan Draft

Attached you will find correspondence from TCAC Chair, Mary Bevans Gillett, regarding the presentation and approval of the Arts Commission Master Plan. As outlined in the Traverse City City Ordinances, Chapter 299, *Public Art*, the Master Plan must be adopted by the City of Traverse City Planning Commission, Parks & Recreation Commission, and City Commission.

It is the desire of the Arts Commission to recommend its adoption per the requirement. Please let me know when you are able to schedule this for adoption by this Commission.

Thank you for your time and consideration of this matter. Please feel free to contact me with any questions you may have.

TO: Traverse City Planning Commission
FR: Mary Bevans Gillett, Chair, Traverse City Arts Commission
RE: Public Art Master Plan Draft
DT: September 23, 2015

Commissioners, on behalf of the Traverse City Arts Commission, we are pleased to share the draft Master Plan for Public Art with the Planning Commission and look forward to presenting it to you at your next meeting.

The Traverse City Arts Commission was appointed in May 2015 to oversee the public art program for the City of Traverse City. Commissioners: Mayor Michael Estes, Mary Bevans Gillett (chair), John Gessner (secretary/Parks & Recreation), Rick Korndorfer (DDA), Deb Lake, Metta Lansdale (vice chair), Christie Minervini, Patty Pelizzari and Jan Warren (Planning Commission).

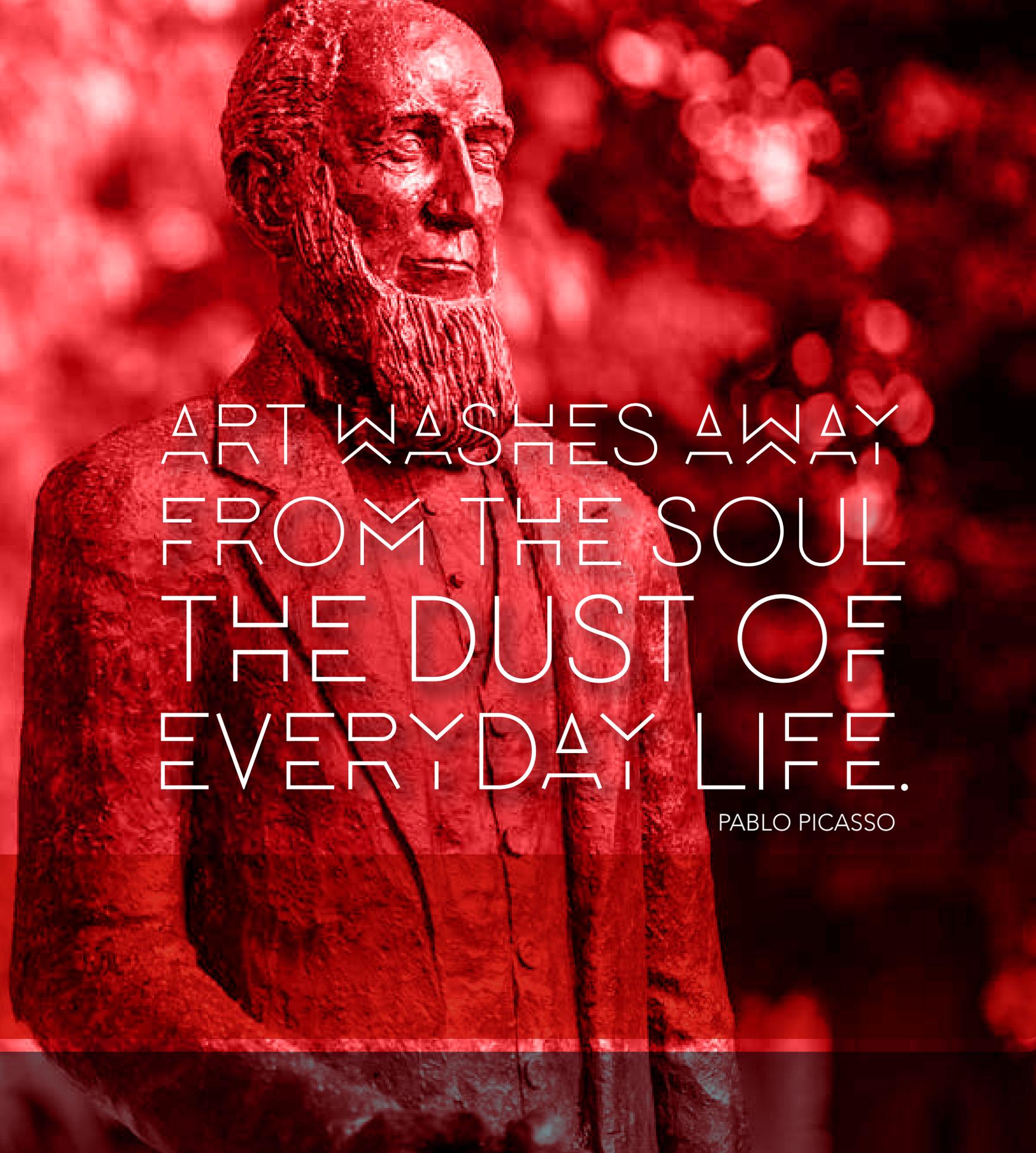
The first task the Arts Commission was charged with was to develop a Master Plan that incorporates the Public Art Ordinance (passed by the City Commission in February) and guidelines on the processes for art selection, site selection, community engagement, funding and related points. We have been working at an ambitious rate to complete the Master Plan, gather community input and prepare to present it to the City Commission for approval.

Thank you for your service to our community and your review of the draft Master Plan for Public Art in Traverse City. We look forward to presenting to you.



A PUBLIC ART
PROGRAM MASTER PLAN
FOR TRAVERSE CITY





ART WASHES AWAY
FROM THE SOUL
THE DUST OF
EVERYDAY LIFE.

PABLO PICASSO



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STATEMENT OF PURPOSE

In 2014, the City of Traverse City joined other communities around the United States by embarking on a Public Art Program dedicated to developing and preserving public access to the arts by placing art where the community gathers — in parks, buildings, plazas, and near pedestrian and vehicular paths.

The City Commission of Traverse City finds that public art advances the interests of Traverse City and enriches the cultural and aesthetic quality of life in our community by:

- » Contributing to the general welfare by providing access to cultural resources that engage and inspire the mind and senses by creating high aesthetic expectations.
- » Stimulating community dialogue between people of all ages by challenging familiar experience.
- » Increasing the City's desirability by enlivening the appearance and appeal of public spaces, creating a more culturally-driven urban environment.
- » Aiding in the enhancement of property values and promoting economic growth.

Building on Traverse City's commitment to excellence in the planning and design of civic space, the City Commission establishes the following Master Plan for its Public Art Program. This set of policies is intended to provide the City of Traverse City, City staff, and the community with a clear and consistent framework for selecting, funding, commissioning, installing, maintaining, and decommissioning public art for municipally owned public spaces. It intends to ensure a lasting legacy for future generations through a sustainable Public Art Program.



WHAT IS PUBLIC ART?

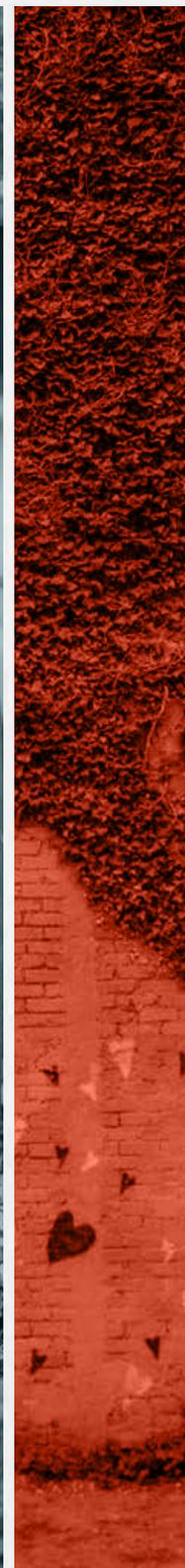
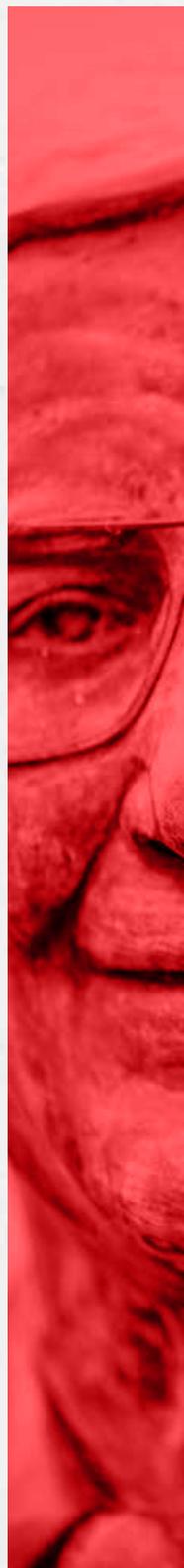
Public art is artwork located in the public realm, regardless of whether it is situated on public or private property, and whether it is acquired through public or private funding. It may be permanent, temporary, or mobile.

Public art is art with the social purpose of creating rich landscapes that reflect our history, embrace and honor cultural differences, inject a sense of play that makes passers-by smile involuntarily, create a sense of civic pride, and ignite our creativity.

Public art often welcomes people to town, marks a town center, or provides shade and resting space in parks. Some public art is sited in high traffic areas, especially places frequented by pedestrians. Other common sites include major public buildings, parks, neighborhood communities, schools, senior centers, libraries, police and fire stations, and town centers where people walk and gather. It can also be infused into architectural elements of both new and existing buildings.

COMMON TYPES OF PUBLIC ART INCLUDE:

- » Murals (painted, sculpture, mosaic)
- » Functional (paving patterns, benches, lighting, kiosks, railings, manhole covers, dumpsters, painted utility boxes)
- » Interactive (kid friendly, climbable)
- » Environmental (recycled materials, alternative energy, found objects)
- » Temporary (rotating art on loan)
- » Water (fountains, ponds, trickle walls)
- » Kinetic (mobiles, magnetic, large-scale sculptures)
- » Technological (webcams, video screens, digital displays)
- » Landscape (flower beds, gardens)



WHY PUBLIC ART?



Art surprises, delights, slows us down, sparks debate, and energizes us. Public art is an essential component of a thriving community because:

- » Public art enhances public spaces and creates destinations in a community where people walk, ride, play, and gather. It both reflects and creates our community. Well-designed and attractive artwork that is strategically located throughout the City encourages people to fully appreciate and utilize public spaces.
- » Public art creates an opportunity for the expression of the diversity and the unique character of a group or area.
- » Public art can advance overall design initiatives or priorities in a community by delineating neighborhoods and beautifying traditionally unremarkable aspects of public works infrastructure.
- » Public art can have historic and educational value by commemorating events, honoring individuals, or identifying historic locations.
- » Public art can serve as a forum for supporting local and regional artists.
- » Public art contributes to the rich texture of the fabric that is the story of our time, our place, and our lives.
- » The public art we leave behind is our gift to those who come after us.

It is the stated intent of the Traverse City Arts Commission to encourage the continued development of public art in order to stimulate the vitality and economy of the City, and to work towards making Traverse City an arts leader in the State of Michigan. Thus, it is the goal of the Traverse City Arts Commission to spend designated funds on quality works of art and art projects that advance public understanding of visual art, support arts and culture, and enhance the aesthetic quality of public places.

GUIDING PRINCIPLES & GOALS

The activities and decision-making of the City of Traverse City's Public Art Program will be guided by the following principles and goals:

INCLUSIVITY Actively seek ideas and participation from all segments of the community, encouraging dialogue and working in partnership with artists, architects, engineers, designers, planners, local businesses, creative professionals, and arts organizations.

DIVERSITY Provide opportunities for artists of all racial, ethnic, and cultural backgrounds, disabilities, and other diverse groups.

GEOGRAPHY Work collaboratively to provide arts experiences in all parts of Traverse City, prioritizing places where the greatest number of people gather, responsive to Traverse City's established community planning and urban design strategies.

AESTHETIC EXCELLENCE Strive for artistic excellence in artwork and art experiences that enhance the urban environment and public spaces throughout the City.

PLACEMAKING Support public art that is a force for expressing and evoking connections among people and places that are meaningful to community and civic life by creating places within community spaces and prioritizing highly visible locations that are accessible to everyone.

INNOVATION Explore new approaches to public arts activities to engage citizens of all ages, and include works of art representing a broad variety of media, styles, and community interests.

FEASIBILITY Prioritize projects that have a high likelihood of success, including those with adequate time and funding necessary to complete the project, ensure site control, and garner support from partners and the community.

EDUCATION Promote understanding and recognition of public art as one of our great civic resources, and educate the community about the creation, mission, and benefits of public art for enhancing the quality of life and the economic vitality of our community.

DEVELOPMENT Explore all funding options and seek diverse, reliable, and stable funding for public art.

PLANNING Encourage consideration of artistic components for new projects and developments under consideration by the City, from new community facilities to major private projects to public-private endeavors.

PRESERVATION Administer, document, maintain, and conserve works of art in the public art collection.



TRAVERSE CITY ARTS COMMISSION

THE TRAVERSE CITY ARTS COMMISSION develops and oversees the Public Art Master Plan. Its initial adoption and subsequent revisions are recommended to and approved by the City Commission. The Arts Commission shall regularly assess the Master Plan's consistency with the City Master Plan and the Parks and Recreation five-year plan.

The Traverse City Arts Commission is responsible for the administration and overall management of the City of Traverse City's Public Art Program, implementation of calls for proposals and artists, identification of and contracting with artists, supervision of art fabrication and installation, signage, public art dedications, program fundraising, documentation of artwork in the Public Art Program, and education and awareness efforts.

Arts Commission members consist of five community members appointed by the City Commission, plus one representative from each of four groups: the City Commission, the Parks and Recreation Commission, the Planning Commission, and the Downtown Development Authority. Members serve three-year terms.



ART SELECTION PANEL

The Art Selection Panel is a five-member panel appointed by the Traverse City Arts Commission. The panel solicits proposals for specific projects, evaluates proposals based on the goals and regulations of the Public Art Program, and makes recommendations to the Arts Commission.

Art Selection Panel members must:

- » Be familiar with the unique character of Traverse City.
- » Have a strong background in the visual arts.
- » Be free of conflict of interest or the potential for financial gain from either the project or the purchase of specific artwork by the City.
- » Be willing to sign a conflict of interest statement.

The Art Selection Panel will make objective judgments on proposals submitted to the Traverse City Arts Commission, based on the critical success and professional accomplishments of the artists under consideration, with the goal of finding the best possible match between site, community, and artist.

The panel will have a strong working knowledge of public art, including aesthetic concerns, community involvement, compatibility issues, funding and contracts, documentation, placement, landscaping, cost for maintenance, and site concerns. The members may consult with landscape architects or other project design professionals as needed. Art Selection Panel members serve three-year terms.

In cases where there are multiple stakeholders, the Arts Commission may choose to appoint additional non-voting members representing stakeholders to the Art Selection Panel. These non-voting advisors may include design or technical professionals, developers, planners, urban designers, or historians.

COMMUNITY PARTNERSHIP

The Traverse City Arts Commission will actively seek community input during the ongoing development and maintenance of the Public Art Program.

The commission will encourage connections with local, regional, and national organizations that work for the benefit of art. The commission will assist community organizations that provide leadership on arts-related matters in making public art a major component of the City's life.

Citizens, artists, business, and community groups of Traverse City will be invited to attend roundtable discussions, engage in one-on-one conversations, attend commission meetings, fill out surveys, and participate in charrettes. Incorporating this critical guidance and creativity will help to ensure that our community's master plan remains uniquely Traverse City's as it matures and adapts to an arts landscape that is constantly in flux.



PUBLIC ARTS COMMISSION PROCESS

The phases on the following pages outline the process for carrying out a commissioned public art project. The Arts Commission will engage the public at various stages of the process.

PHASE ONE:

PROJECT ASSESSMENT & SELECTION



At the earliest stage, the Traverse City Arts Commission discusses the feasibility of proposed public art projects. The following criteria are the minimum on which selections shall be based. Other criteria may be established as dictated by a project's particular requirements; any additional criteria shall be outlined in written instructions.

The project should:

- » Enhance and enliven the selected public space.
- » Reflect the spirit and character of the community.
- » Be innovative in design.
- » Be respectful of view corridors to the bay.
- » Be mindful of the importance of pedestrian scale to the community of Traverse City.
- » Take into account any liability issues that may arise from the artwork.
- » Be durable relative to the elements, theft, and vandalism, with consideration given to short and long-term maintenance.



SITE CONSIDERATIONS

- » Be engineered for safety and technical feasibility.
 - » Accurately fall within desired time frame.
 - » Meet budget and available funds, including the cost of the public art, installation costs, signage, maintenance, and all other associated costs.
 - » Be compatible in terms of scale, form, content, and design with respect to its immediate and general, social, and physical environment.
 - » Be acceptable in terms of durability, maintenance, public access, appropriateness, safety, and security.
 - » Serve the goals of the Public Art Program Master Plan and the needs of the community.
 - » Complement the City's existing public art inventory, adding diversity of theme, material, and style.
- » If the project begins with a chosen site, what medium would be best suited for the space?
 - » If the project begins with a particular work of art, what site is currently available for placement and is a feasible, viable location for public art?
 - » Will the entire community have sufficient access to the art once it is placed, and will its placement enhance the Public Art Program as a whole?
 - » Will the artwork integrate well with its surroundings?
 - » What timelines and other site factors that may affect placement need to be considered?
 - » What stakeholders will be actively involved in the project?
 - » What difficulties or resistance are likely to be met?

Once the Traverse City Arts Commission has considered the above, it may choose to formally pursue the project by a majority vote of the commission. If the commission is unable to achieve a majority vote of its members for a project, it may continue with the discussion to resolve issues of concern.

PHASE TWO:

PROJECT DEFINITION & CALL FOR PROPOSALS/ARTISTS

Once a project has been selected, the Arts Commission will take the following steps to initiate the project.

1 CITY COMMISSION & CITY STAFF APPROVAL

The Arts Commission will seek approval of project concept, location, and preliminary budget from the appropriate City staff. The Traverse City Arts Commission will then seek authorization from the City Commission for expending funds and initiating the Request for Proposal (RFP) or Request for Qualifications (RFQ) process.

2 BRIEFING SESSION

After receiving approval, the commission will meet with stakeholders who will be involved in the project. It shall arrange at least one discussion session with all the key project stakeholders including, but not limited to, a project manager, the director of the site facility, neighboring property owners, any involved private sector developers, and the artist and design project architect, if known. *The following topic areas, and others as deemed necessary, shall be discussed:*

- » Design objectives for the project.
- » Relationship of public art to the project design objectives.
- » Identification of the local stakeholders in context to the site.
- » Relationship of the public art project to the design project architect objectives, if selected.
- » Any functional requirements or special site limitations associated with the capital improvement project or private development project.
- » Public Art Program goals, selection processes, and implementation procedures.
- » General guidelines for determination of the selection process (open competition, limited competition, or invitational competition).
- » Cooperative nature of the Public Art Program, with artist participation encouraged from initial planning phase forward.
- » Available budget for public art project.
- » Long-term maintenance, liability, and code requirement concerns.



3 DEFINING THE PROJECT

The commission will collect the information received during the briefing session and use it to establish the selection criteria that will be included in the Request for Proposal (RFP) or Request for Qualifications (RFQ).

The selection criteria could include originality of artwork, artist credentials, relevance of artwork theme, sustainability, and maintenance. Criteria can be changed or modified depending on the needs of the RFP/RFQ. The creation of selection criteria will set up an agreed-upon expectation as to what basis the RFP/RFQ should be judged upon. *The RFP/RFQ should include:*

- » Project goals
- » Site details
- » Budget
- » Project scope and specifics (type and theme of project, style or nature of placement)
- » Approaches to artwork
- » Maintenance considerations
- » Contract requirements including ownership to remain with the City of Traverse City



METHOD OF ARTIST SELECTION

Artists will be selected using one of the following methods:

OPEN COMPETITION Artists are asked to submit evidence of their past work. Any artist may submit credentials and/or proposals, subject to any limitations established by the commission. Calls for entries for open competitions will be sufficiently detailed to permit artists to determine whether their work is appropriate to the project under consideration.

LIMITED COMPETITION A limited number of artists shall be invited to submit credentials and/or proposals for a specific project, based on their past work and exhibited abilities to meet situations posed by particular project requirements or based on other non-aesthetic Public Art Program goals.

INVITATIONAL COMPETITION A very small number of artists (usually between three and five) are invited to submit credentials and/or proposals for a specific project. Invited artists shall be selected directly by the Art Selection Panel through an initial image review process. Artists shall be included in the image review process based on their ability to meet criteria presented by the given project.

Upon agreement on the RFP/RFQ, the Traverse City Arts Commission will distribute it to the appropriate artists. In the case of Open Competition, it will be distributed locally, throughout Michigan, and nationally, so that the best possible pool of candidates can be assembled.

Applicants may be asked to provide examples of work (2D or 3D), a resume, a statement of interest in the project, an artist's statement, references, and a budget. Artists are free to include other materials as they wish.

The Traverse City Arts Commission staff liaison catalogs all artists and/or proposals.

PHASE THREE. PHASE THREE. ARTIST SELECTION

The Art Selection Panel is called upon by the Traverse City Arts Commission to review the proposals and other artist materials. It may choose to interview artists and gather additional information on the proposals, including revisions to artwork.

Selecting an artist to either create discrete public artworks or to participate in design collaborations is the most important decision of the public art process. Special care must be taken in the implementation of all facets of the artist selection process in order to ensure the implementation of the best public art project possible. *Specifically, the goals of the selection process are:*

- » To further the guiding principles and goals of the Public Art Program for Traverse City.
- » To select an artist or artists whose existing public artworks or past collaborative efforts have maintained a level of quality and integrity.
- » To consider the type of public art project applicable to the situation posed by the particular project and to select an artist or artists who can best respond to that type of project.

- » To select an artist or artists who will best respond to the distinctive characteristics of the site and the community it serves.
- » To select an artist or artists who can work successfully as members of an overall project design team.
- » To ensure that the selection process represents and considers the interests of all parties concerned, including the public, the arts community, and the site facility and stakeholders.

After deliberating on the proposals, the Art Selection Panel will make a recommendation to the Traverse City Arts Commission. The Art Selection Panel may choose to recommend one artist and/or proposal or a set of finalists. The Arts Commission may recommend that the finalists be displayed to the public for community feedback.





PHASE FOUR:

CONTRACT WITH ARTIST

Once the Art Selection Panel has made its recommendation to the Traverse City Arts Commission, the commission reviews the recommendation and votes to accept or reject. If a recommendation is approved by the Traverse City Arts Commission, the artist is notified that she/he is a finalist in the competition.

The Traverse City Arts Commission may arrange a site visit for the artist so that she/he may learn about the project in more detail, its location and specific features, budget and any architectural/engineering information that is pertinent. In addition, the Traverse City Arts Commission may choose to have the artist meet with community members, stakeholders, and the City staff involved in the project.

Following approval of a public artwork's acquisition, the artist will enter into a written Agreement for Commission of Public Art or an Agreement for Purchase of Public Art Work, as appropriate, with the Traverse City Arts Commission. The dollar amount of the contract is subject to the funds approved by the City Commission, which will include all funds allocated to the project: artist fees, fabrication and installation costs, and any other expenses.

The contract is completed under the supervision of the City Manager and the City Attorney. It will be a standard contract for services and transfers ownership of the art to the City at the time of installation. The contract should ensure that the art becomes the full property of the City, with no rights remaining with the artist, and should also provide for the removal of the art at such time that this is deemed necessary. The contract may also protect the City from the artist duplicating the exact work for sale to others.



The agreement will address the artist's obligations, which will include, but not be limited to:

- » Scope of services
- » Materials
- » Timelines
- » Installation
- » Maintenance
- » Warranty, copyright, and ownership by City
- » Compensation and payment, including payments to subcontractors
- » Title
- » Assignments of royalty rights
- » Risk of loss
- » Insurance
- » Repair or alteration

Where appropriate, specific clauses covering structural design, review, and revisions to proposed work as well as execution, construction, installation, and post-installation of artwork will also be included.

PHASE FIVE:

COMPLETION & INSTALLATION

The Traverse City Arts Commission and its staff liaison work together with the artist to bring the project to completion, and to promote the work with media coverage. Commissioners may enhance their understanding of the work as it is fabricated by visiting the artist's studio, exchanging photographs, or inviting the artist to update the commission at a meeting. Other City staff, community members, and professionals related to the project may also collaborate to complete the project. This process may take a number of months, depending on the complexity of the art, the extent of fabrication, and the time needed to install the art.

Once the art is installed, the City may hold a dedication ceremony to formally introduce the art and the artist to the community. City Commission members, the City Manager, and the Arts Commission will work together to ensure that the dedication event is open to the public and appropriate to the art and its location. The art and artist will be identified with an appropriate plaque on the installation site.





FUNDING

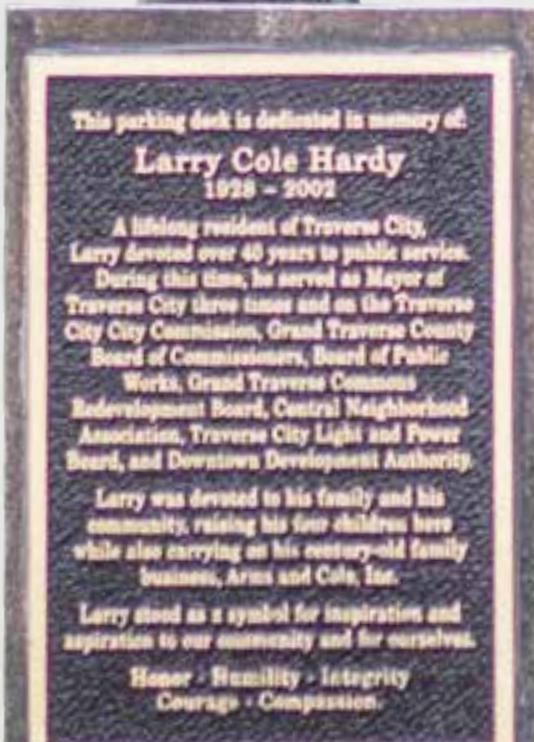
Public art will be funded by a sustainable and diverse blend of private and public sources. Funding for the Public Art Program may come from artwork and monetary donations in accordance with this Master Plan.

The Public Art Ordinance provides that the City Commission shall annually appropriate an amount not to exceed \$45,000 from the general fund to the Public Arts Trust starting in fiscal year 2015/16 to be used in accordance with this Master Plan. The Downtown Development Authority shall annually appropriate an amount not to exceed \$25,000 to the Public Arts Trust starting in fiscal year 2015/16 to be used in accordance with this Master Plan. Downtown District Funds collected in the Public Arts Trust will be expended consistent with Chapter 299 of the City of Traverse City's Codified Ordinances.

To supplement these sources, the Traverse City Arts Commission is tasked with advocacy in maximizing available funding and seeking philanthropic support, grant opportunities, and partnerships as part of its activity.

- » The Traverse City Arts Commission will complete and submit grant proposals in support of the Public Art Program to local, state, and national funders, with the approval of the City Commission.
- » The City of Traverse City is encouraged to show support for public art by seeking philanthropic support.
- » Some of the most successful public art projects are those that are well integrated into private developments from the early planning stages. Private development projects in Traverse City should be encouraged to include public art in new projects.
- » Memorial funds and gifts by corporations, foundations, and private individuals will be pursued by the Traverse City Arts Commission.
- » Donor recognition will be incorporated into each project plan.

DONATIONS



Groups or individuals may request that the Traverse City Arts Commission consider the placement of a donated work of art or funds to initiate a new public art project. The Arts Commission reserves the right to accept or reject any and all donations.

ARTWORK DONATIONS

All decisions to accept public art pieces shall be made by the City Commission, following written recommendation by the Arts Commission. Anyone wishing to donate existing artwork, or a newly commissioned piece of artwork, should submit a written proposal for review by the Traverse City Arts Commission. *Gift proposals should include:*

- 1 Description of the work, and materials included in the artwork.
- 2 The actual artwork, or images of the artwork.
- 3 A site plan indicating the proposed location for the artwork, if a specific location is suggested.
- 4 Installation details.
- 5 Recommended maintenance plan.
- 6 Source of funding, if any, for installation and maintenance.

All donations must be unencumbered; no work of art will be accepted if the donor requires the City to locate the work of art in a specific location in perpetuity.

The City does not establish or set the value of donated artwork. Receipt for donated goods (artwork) will be provided but no value will be assigned. If the donor furnishes the City with an appraisal or receipt of sale for the artwork, it will be attached to a "Letter of Donation" furnished to the donor by the City. In all other cases, no value will be stated. It is the responsibility of the donor to declare a specific value and necessary substantiation of value for tax purposes, in consultation with accounting and/or legal advisors.

Ideally, donated work will include a financial donation for the maintenance and conservation/restoration of the work being donated, the amount of which will be negotiated as part of an acceptance agreement.

Following an initial review by the Arts Commission, the artwork will be reviewed by the Art Selection Panel. Artwork being considered for donation to the City's

public art collection will be evaluated based on the goals of the Public Art Program and by criteria that includes, but is not limited to:

- » Relevance to the Public Art Program Master Plan.
- » Relevance to the City of Traverse City's natural or built environment, cultural heritage, and/or history.
- » Quality of the piece of art.
- » Suitability of the artwork for display in a public space.
- » Authenticity of the artwork.
- » Condition of the artwork.
- » City's ability to maintain and conserve the artwork.
- » Ethical and legal considerations regarding ownership.

After evaluating the proposal, the Art Selection Panel will make its recommendation to the Traverse City Arts Commission, which will in turn notify the City Commission. If the City Commission votes to accept the gift, a deed of gift will be signed. Appropriate promotion and recognition will be agreed upon with the donor for accepted gifts. If the artwork is declined, the donor will be formally notified. The notification will include the reason for the decision, and an invitation to meet with an Arts Commission representative, if the donor wishes to do so.

If a proposal for a newly commissioned piece of artwork is accepted, the full spectrum of Public Art Master Plan criteria will be followed with consideration to site, safety, and all other matters. The donor or the donor's selected artist will follow the process for implementing a piece of public art as detailed in the Master Plan. The donor will deposit full project fees with the City to be drawn on by the artist to ensure uninterrupted completion of the artwork. These funds will also include any monies required for plaques and/or other promotional material needed for commissioning.

MONETARY DONATIONS

Philanthropic support is an important resource in the development and sustainability of public art in Traverse City. Prospective donations can be made through gifts of cash, stock/bonds, bequests, and planned giving instruments. All financial donations will be restricted for use in supporting the Public Art Program as directed by the Arts Commission and approved by the City Commission. They should also be considered unrestricted, provided that they remain within this scope, so that they may be utilized as needed and directed by the Arts Commission

and Traverse City City Commission in the support and maintenance of public art in Traverse City. Acceptance of prospective donations with restrictions may be considered by the Arts Commission and City Commission on an individual basis, but only after a thorough review indicates that donor stipulations can be fulfilled.

All donor funds will be handled in accordance with generally accepted accounting procedures and philanthropic best practices, including those defined by IRS Publication 526: Charitable Contributions, the Donor Bill of Rights, Independent Sector's Principles of Good Governance and Ethical Practice (Responsible Fundraising), the AFP Code of Ethical Principles and Standards, and the State of Michigan Attorney General. All monetary donations will be received and documented by the City of Traverse City without risk of redirection of funds for other purposes. Donors will be provided with timely documentation in accordance with Internal Revenue Service requirements.

A financial donor may propose to contribute monetary gifts designated for use in a future public art project. If the donor proposes a specific project or commission, a written proposal must be submitted to the Traverse City Arts Commission for review and approval. *Proposals should include:*

- 1 Description of the project or commission.
- 2 A site location suggestion, if applicable.
- 3 Installation and maintenance details, if available.
- 4 Project or commission budget.

If the Traverse City Arts Commission approves of the proposed donation, the commission will solicit proposals for the specified project. The Art Selection Panel will evaluate the proposals based on the goals of the Public Art Program and make a recommendation to the Traverse City Arts Commission, which will in turn make a recommendation to the City Commission.

COLLECTION OVERSIGHT

ART ON LOAN

The City may secure on a temporary basis works of public art for display in public spaces, which may or may not be owned by the City. *All artworks to be displayed in public spaces as part of the Public Art Program will be evaluated by the Traverse City Arts Commission against the following criteria:*

- » Relevance to the Public Art Policy Master Plan.
- » Quality of the piece of artwork.
- » Suitability of the artwork for display in a public space.
- » Condition of the artwork.
- » City's ability to safely display and conserve the work.
- » Degree of fit with existing mandates or programs in public exhibition spaces.

All agreements related to art on loan shall be completed under the supervision of the City Manager and the City Attorney.

REMOVAL OF PUBLIC ART FROM THE CITY'S COLLECTION

The City of Traverse City reserves the right to modify its public art collection. While removal is discouraged, circumstances may warrant review. Art shall be retained in the collection as long as it retains its physical integrity, identity, and authenticity, and as long as the Arts Commission can properly preserve and care for the work. Removal will be undertaken only in extreme circumstances, and primarily when the condition of the artwork makes conservation impossible for technical or financial reasons. Removal will only occur after thoughtful consideration and a comprehensive assessment has been completed.

Artwork may be removed from Traverse City's public art collection by vote of the City Commission, following review and written recommendation by the Traverse City Arts Commission to the City Commission, if:

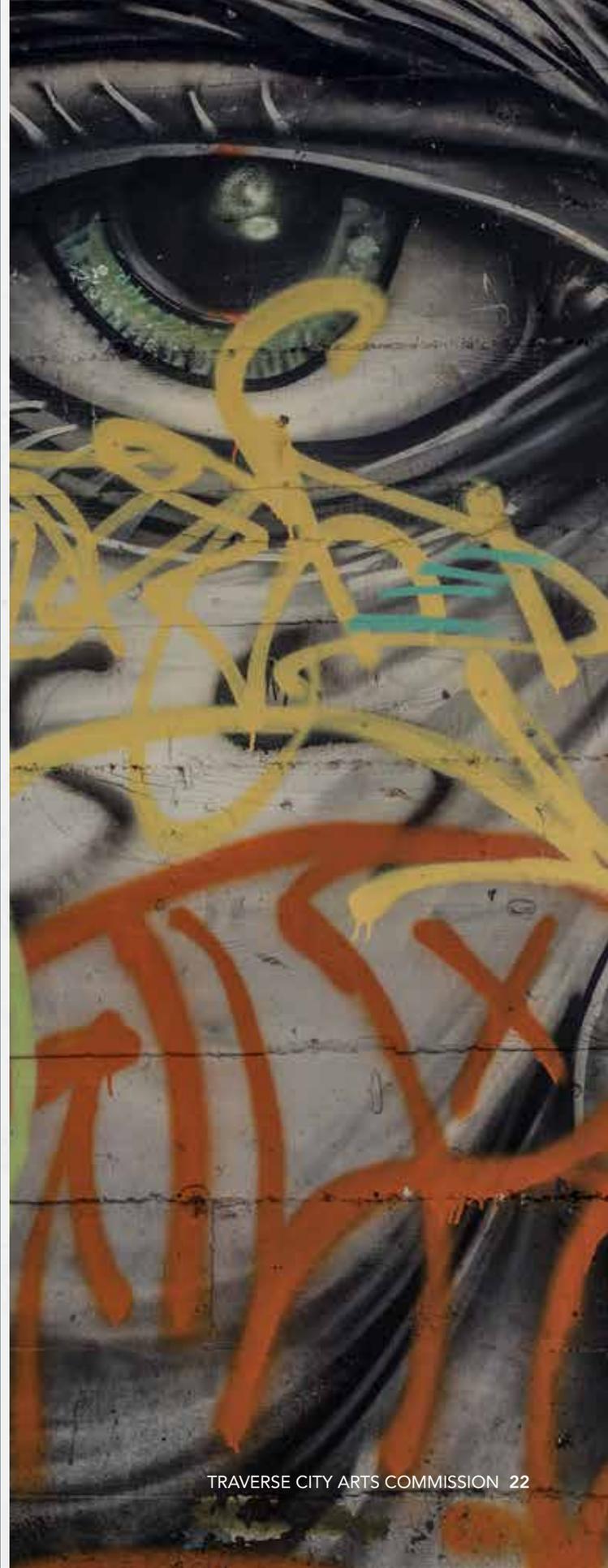
- » The artwork's physical or structural condition poses a threat to public safety.
- » The artwork requires excessive maintenance, has faulty design or workmanship, and repair or remedy is impractical or unfeasible.
- » The artwork has been damaged and repair or remedy is impractical or unfeasible.

- » The condition or security of the artwork cannot be reasonably guaranteed.
- » The artwork is no longer relevant to the City's public art inventory or Master Plan.
- » The artwork is discovered to have been stolen, or was offered to the City using fraudulent means.
- » Significant changes in the use, character, or design of the site have occurred which affect the integrity of the artwork.
- » Significant, adverse public reaction has continued unabated over an extended period of time.
- » The artwork is subject to contractual donor restrictions that can no longer be met.

In the event that the City Commission votes in favor of removal of artwork from the collection, the manner of disposition shall be in the best interest of the Traverse City Arts Commission, the public it serves, the public trust it represents in owning the collections, and the scholarly and cultural communities it represents. *Disposal is to follow these guidelines:*

- » Priority shall be given to placing the removed item through gift, exchange, or sale in another tax-exempt public institution where the artwork may serve the purpose for which it was acquired initially by the City of Traverse City. Attention shall be given to Internal Revenue Service rules and regulations regarding exchange or resale of items donated to the City for tax advantage.
- » Proceeds from the sale of collections are to be used consistently with the Public Arts Program Master Plan, and in no event shall they be used for anything other than acquisition or direct care of collections. Collections shall not be removed in order to provide financial support for Arts Commission operations or facilities maintenance.
- » When items are severely damaged, in an irreparable state, or of no value, disposition may involve physical disposal.
- » An adequate record of the conditions and circumstances under which donations are removed from the collection and disposed of shall be made and retained as part of the commission's records.

In the event of accidental loss, theft, or vandalism, the Arts Commission retains the right to determine whether replacement or removal of the artwork is appropriate.



ADDITIONAL ACTIVITIES



EDUCATION PROGRAM & PUBLIC RELATIONS

A Public Art Program is only as successful as the support it receives from the community. The Arts Commission should maintain a vibrant, ongoing educational program that provides ample opportunities for community discussion, and analysis and debate about the significant topics involved with public art. It must also provide for the informational needs of the community as projects are developed. Education and communication with the community is a crucial part of the commission's responsibilities and ongoing annual activities.



MASTER PLAN EVALUATION

The Traverse City Arts Commission will periodically review the Public Art Guidelines and Public Art Master Plan to determine how they can be improved to better meet the community's needs and interests, and the goals of the Public Art Program, especially immediately following selection of new members to the commission or new works of art to the collection.

PUBLIC ART COLLECTION DOCUMENTATION

The Traverse City Arts Commission will be responsible for documenting the City of Traverse City's public art. This will include art placed through the Public Art Program and other art that is either donated to the City for public display or is otherwise owned by the City. This documentation will include a file on each work with basic information including date, acquisition process, artist, and photographs. It may also include a public art brochure, video tape, and other records of the City's artwork.





MAINTENANCE

The City of Traverse City will maintain all permanent works of art within the public art inventory, in accordance with the approved maintenance plan and/or conservation plan required for each piece and documented by the Arts Commission. Development of the maintenance plan and/or conservation plan is the responsibility of the artist and must be submitted with the proposal at the time it is being reviewed and considered through the Public Art Program. The plans will include, but not be limited to, a maintenance dossier, shop drawings, manufacturers' lists, key contacts including the artist, maintenance and/or conservation specifications and budgets. The City will be responsible for the care and maintenance of the artwork, in accordance with the approved maintenance plan. City staff or its designate will monitor the existing inventory for maintenance requirements. The appropriate City department will undertake an inspection of the artwork according to a predetermined schedule. The City may choose to retain a qualified professional to undertake the inspection, if deemed necessary.

STORAGE

The City will ensure appropriate short-term and long-term storage, as needed, for all works within its public art inventory. This does not include new works being created by an artist.

INSURANCE

All permanent, temporary, or mobile public art works owned by the City through purchase, commission, and/or donation are the property of the City and are insured under the City's insurance policy. City staff shall ensure that all necessary insurance is in place for installation and maintenance of public art.

APPENDIX A:

EXISTING PUBLIC ART IN TRAVERSE CITY

Thanks to the efforts of the City of Traverse City, staff members, businesses, and individual citizens, prior to adoption of the Master Plan, Traverse City was home to public art that included these works, among others.



"Duet"
Bob Purvis
Denno Museum Center Collection†



"Equilibrium"
Hanna Stibel
Denno Museum Center Collection†



"However"
Clement Meadmore
Denno Museum Center Collection†



"Structurist Sculpture #5"
David Barr
Denno Museum Center Collection†



"River Guardian"
Dewey Blocksma
Boardman River, Downtown TC*



"Time to Let Go"
Verna Bartnick
Open Space*



"Perry Hannah, Traverse City's
Founding Father" - Verna Bartnick
Hannah Park*



"Unnamed"
Bob Purvis
Larry C. Hardy Parking Deck*



"Larry C. Hardy Memorial"
Verna Bartnick
Larry C. Hardy Parking Deck*



Community Mural
Charles Murphy (original art)
Ace Hardware



"Safety Last!"
Still Film Image Featuring Harold Lloyd
State Theatre



Annual Floral Display
Friendly Garden Club
Open Space Park*



Charles Murphy
Rotating Banner
Downtown Traverse City



"Benchmark"
Blackbird Arts Community Project
Downtown Traverse City



"A Space Time Continuum"
Calvin Boulter
Downtown Traverse City



Downtown Heart Wall
Artist Unknown
Downtown Traverse City



Car Hoods
Artists Unknown
Larry C. Hardy Parking Deck*



Untitled Graffiti 2
Artist Unknown
Grand Traverse Commons



"Circle of Life, Wind Machine"
Dewey Blocksma
Boardman River, Downtown TC*



Children's Turtles
Artist Unknown
Clinch Park*



Solar System
David Kirby
Hull Park



Fairy House
Artist Unknown
Downtown Traverse City



Mtskheta Georgia Monument
Artist Unknown
Downtown Traverse City



Grand Traverse Children's Garden
Artist Unknown
Traverse Area District Library*

*Public art and monuments on City property and/or owned by City

†Collection of the Dennon Museum Center, Northwestern Michigan College

» Full list of public art in Traverse City available at traverscitymi.gov/artscommission.asp.

APPENDIX B:

PRIORITIES FOR PUBLIC ART

The Public Art Program plans to identify priority areas — and types of artwork — that should be commissioned in Traverse City, so that the commission’s efforts and resources can be directed. A prioritized list of potential sites will be developed through community discussions about what media, programming, locations, and strategies would have the most impact. Working with the public, artists, architects, engineers, designers, planners, local businesses, and arts organizations to identify general areas of focus will provide both strong direction and necessary flexibility.

Priority locations for public art will emphasize:

- » Potential impact for placemaking, storytelling, and site enhancement visibility.
- » Ability to leverage committed municipal capital investment.
- » Recognition of the right of all citizens and all neighborhoods to have access to public art.
- » Acknowledgment of gathering points and City centers as appropriate sites for public art.
- » Incorporation of different types of sites — parks, transportation corridors, municipal buildings.
- » Public art can make low-traffic sites more appealing, too.

Immediately following adoption of the Public Art Program Master Plan, the Traverse City Arts Commission will convene a public forum to seek input on:

- » What are the community expectations and desires for public art?
- » Where should public art be located?
- » What types of public art are of interest to the community?
- » How can additional sources of funding be found for public art?

Sites to be considered:

- » Gateways
- » Parks
- » Neighborhoods
- » Civic buildings
- » Downtown
- » Art walks
- » Passive spaces
- » Public infrastructure (bridges, parking decks)



All proposed public art projects must respect the primary function of streets and sidewalks, which exist to enable the safe and orderly passage of pedestrians and vehicles. Streets also function as utility corridors, so access must be maintained for present and future services above and below ground. The City of Traverse City Director of Public Services is responsible for making decisions regarding the placement of public art on public streets and rights-of-way.

Final site approval is made by the City Commission upon recommendation by the Traverse City Arts Commission.

APPENDIX C: PUBLIC ARTS COMMISSION PROCESS



OR

TCAC further discusses project to resolve issues, or tables the project

APPENDIX D:

ACKNOWLEDGEMENTS



MEMBERS OF THE TRAVERSE CITY ARTS COMMISSION

- » **Mary Bevans Gillett**, *Chair*
- » **Metta Lansdale**, *Vice-Chair*
- » **John Gessner**, *Secretary, Parks and Recreation Commission Representative*
- » **Mayor Michael Estes**, *City Commission Representative*
- » **Rick Korndorfer**, *Downtown Development Authority Representative*
- » **Deb Lake**, *Commissioner*
- » **Christie Minervini**, *Commissioner*
- » **Patty Pelizzari**, *Commissioner*
- » **Jan Warren**, *Planning Commission Representative*

The Traverse City Arts Commission acknowledges the dedication and vision of **Bryan Crough**, whose inimitable genius helped pave the way for public art in Traverse City.

Special thanks to City of Traverse City staff:

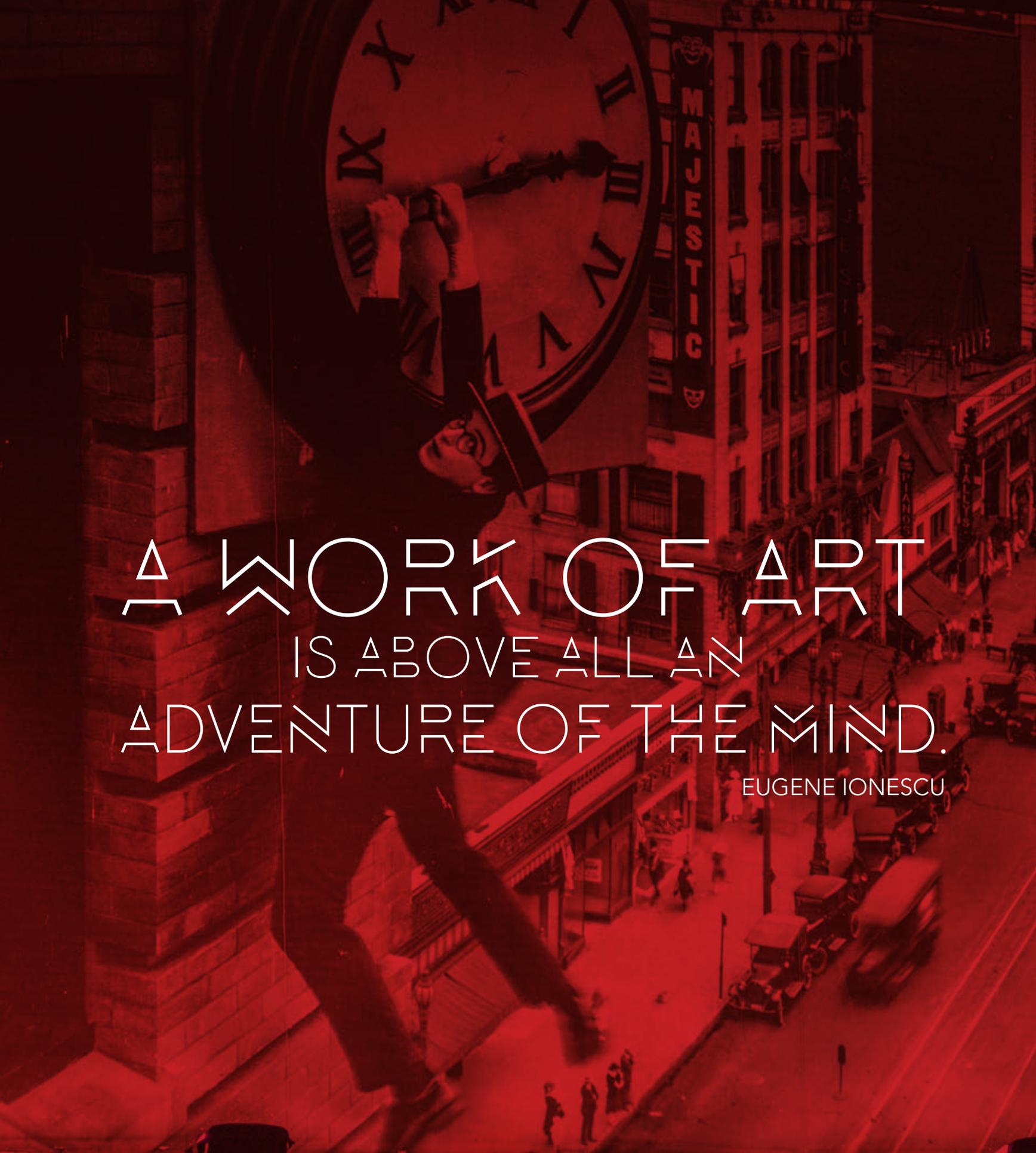
- » **Benjamin Marentette**, *City Clerk*
- » **Stephanie Murray**, *Administrative Specialist, City Clerk's Office*
- » **Lauren Tribble-Laucht**, *City Attorney*

The Commission acknowledges and thanks **Colleen Paveglio**, *DDA Marketing Director*, for her significant role in the research, development, and production of the Public Art Policy.

Master Plan photography, graphic design, and production by:

- » **Michael Poehlman**, *photography*
- » **Gabriel Augustine**, *graphic design*

Photographs of the collection of the Dennon Museum Center, Northwestern Michigan College, are courtesy of the Dennon Museum Center.

A high-angle, red-tinted photograph of a man in a dark suit and hat hanging from the hands of a large clock face on a building. The clock face is circular with Roman numerals. The man is positioned as if he is being held by the hands of the clock. Below him, a city street is visible with vintage cars and pedestrians. A vertical sign on a building in the background reads "MAJESTIC".

A WORK OF ART
IS ABOVE ALL AN
ADVENTURE OF THE MIND.

EUGENE IONESCU



TRAVERSE CITY ARTS COMMISSION

traversecitymi.gov/artscommission.asp

tcclerk@traversecitymi.gov

231.922-4480



Communication to the Planning Commission

FOR THE MEETING OF: OCTOBER 6, 2015

FROM: RUSS SOYRING, PLANNING DIRECTOR

SUBJECT: CONDITIONAL REZONING REQUEST FOR 2351, 2455 AND
2457 AERO PARK COURT

DATE: OCTOBER 2, 2015

A request has been made by Doug Mansfield, Mansfield Land Use Consultants on behalf of Traverse Development Group to conditionally rezone three parcels on the north segment of Aero Park Court from I (Industrial) to C-3 (Community Commercial). In July, the applicant came before the Planning Commission with a similar proposal encompassing four parcels, but did not have site control of one of the parcels. The request has been modified slightly to encompass three parcels, of which the applicant has site control.

The proposal is to build 150 multiple family dwelling units within five buildings and a commercial building. The site is wooded and vacant. Industrial uses are on three sides. To the north is an active railroad line and non-motorized asphalt trail and further north, across Parsons Road, is a single-family residential neighborhood.



C-3 zoning is sought because it allows buildings the sizes that are proposed. C-3 zoning also would allow for a new commercial building which is proposed for the southwest portion of the site. The applicant has stated that the proposed commercial use would complement the residential development and uses in the area. The applicant has included offers (included in a letter dated September 30, 2015) that if the rezoning is approved the property will be developed in accordance with the submitted site plan (dated September 29, 2015) for 150 multiple dwelling units with a commercial building.

The Master Plan designates this area as TC-C Campus Neighborhood. These areas are unique areas of the community with uses having common specialties located in proximity to each other. The Plan states this neighborhood type will have individualized special plans approved by the Planning Commission. At the boundaries of the campus the level of intensity cannot exceed the level of intensity of the adjoining neighborhoods. The neighborhood to the north is designated as a TC-3 Traditional Neighborhood with a residential focus. The Zoning Element does not address the TC-C type neighborhoods.

Rezoning and conditional rezonings are legislative decisions and should to be based on sound planning principles. The following questions are appropriate when considering rezonings:

- 1. Is the current zoning reasonable for the land?**
- 2. Is the rezoning request consistent with the goals polices and future land use plan of the Master Plan?**
- 3. Would the property size and environmental conditions accommodate the proposed use?**
- 4. Are 150 multiple dwellings and 5,000 square feet of commercial use compatible with the surrounding uses?**
- 5. Are there adequate utilities and capacity on the adjacent streets to serve a commercial building of this size?**
- 6. Are there sufficient demands for 150 multiple family dwellings and 5,000 square of commercial space?**

If you feel you have sufficient information to set a public hearing the following motion would be appropriate:

I move that the request from, Doug Mansfield, Mansfield Land Use Consultants representing Traverse Development Group, to conditionally rezone the properties commonly known as 2351, 2455 and 2457 North Aero Park Court from I (Industrial District) to C-3 (Community Center District) with conditions as offered by the applicant be scheduled for a public hearing for the November 3, 2015 Regular Meeting.

RAS/ml

September 30, 2015

Mr. Russell Soyring, Planning Director
City of Traverse City
400 Boardman Avenue
Traverse City, MI 49684

Re: Aero-Park Court -Conditional Rezoning request
from Industrial to C-3, mixed-use residential/complementary commercial

Dear Russ,

On behalf of the Traverse Development Group, Mansfield Land Use Consultants is pleased to present the City with the following application for a conditional rezoning of a site within the Traverse City Airport Industrial Park.

The proposed project is located on four vacant parcels along the northeast corner of Aero-Park Drive and North Aero-Park Court. The proposed use includes the development of five 3-story buildings having 30 residential units each, for a total of 150 residential units on about 6.5 acres (23 units per acre). A proposed 5,000 square foot commercial use is intended to serve as a neighborhood type store for the convenience of residents of the development and the surrounding area.

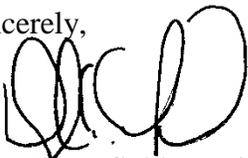
We believe that this request for conditional rezoning from I Industrial District to C-3 Community Center District is appropriate to this location for the following reasons:

- Provides for housing on the far east site of the City
- Provides direct access to the TART Trail, and public transportation
- Provides a location walkable to nearby jobs, higher education/vocational training, the coast guard air station, a grocery store and the State Park Beach
- Has infrastructure to use existing municipal utilities
- Its adjacent proximity to existing residential neighborhood to the north

I ask that you place our proposal on the next regular meeting of the Planning Commission. I have provided the Site Plan for your review, the zoning change application and the inclusive fee.

I look forward to working with the City again. Should you have any questions or concerns please do not hesitate to contact me at our offices.

Sincerely,



Doug Mansfield, President

TRAVERSE CITY PLANNING COMMISSION
APPLICATION FOR
ZONING CHANGE

APPLICATION REQUIREMENTS

The application fee must accompany this request.

This application must be presented to the City Planning Department a **minimum of twenty-four (24) days prior to the public hearing**. After the Planning Commission makes a recommendation, the matter will be forwarded to the City Commission before which another public hearing will be held. Action by the City Commission completes the rezoning process.

APPLICATION FEE: DATE: May 27, 2015

Zoning Change \$425.00
 Conditional Rezoning \$830.00

Check No: _____ Hearing Date: _____
Receipt No: _____ Case No: _____

Address of subject Property: 2351, 2455, 2457 & 2359 North Aero-Park Court

Tax Parcel Number: ~~28-51-851-048-90~~ ^{KS} 28-51-851-049-00,
28-51-851-050-00, 28-51-851-051-00

Legal Description: _____

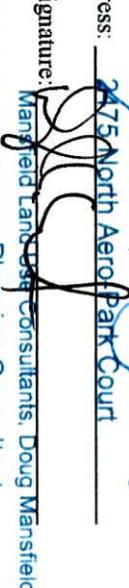
Traverse City Airport Industrial Park No. 3
Lots ~~48-51~~ ^{KS} 49-51

Present Zoning Classification: 1-Industrial District

Requested Zoning Classification: Conditional Rezoning, ~~C-30~~ ^{KS} C-51

Signature of Owner:  Traverse Development Group, Ken Berg

Owner's Address: 2475 North Aero-Park Court

Applicant's Signature:  Mansfield Land-Use Consultants, Doug Mansfield

Relationship of Applicant to Owner: Planning Consultant

Applicant's Address: 830 Cottageview Drive - Suite 201
Traverse City, Michigan 49684

Applicant's Telephone: (231) 946-9310 x 1000

1. All property lines and setbacks shown.
2. Indicate and name adjacent streets and alleys.
3. Indicate all existing structures on the property.
4. Indicate the scale of the drawing.
5. North arrow.
6. Any additional information deemed by the Planning Commission Secretary to be necessary for proper review of the request.

The applicant acknowledges that the City may be required from time to time to release records in its possession. The applicant hereby gives permission to the City to release any records or materials received by the City as it may be requested to do so as permitted by the Freedom of Information Act, MCL 15.231 et seq.

September 30, 2015

Mr. Russell Soyring, Planning Director
City of Traverse City
400 Boardman Avenue
Traverse City, MI 49684

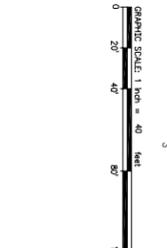
Re: Conditional Rezoning Request - Offer Summary

Rezoning Request: Current: I, Industrial District
Requested: C-3, Community Center

Subject Properties: 2351 North Aero Park CT (28-51-851-051-00)
2455 North Aero Park CT (28-51-851-050-00)
2457 North Aero Park CT (28-51-851-049-00)

Traverse Development Group (owner of the above referenced parcels) offers to permanently place the following restrictions upon the above referenced parcels, as a condition of rezoning these parcels to C-3 (Community Center) district.

1. The use of the property will be for multiple-family dwellings (150 dwelling units proposed in 5 buildings) and retail space (approximately 5,000 square feet proposed in 1 building), in accordance with the standards of standards of the C-3 zoning district.
2. The buildings and site elements shall be built substantially in conformance with the site plan dated September 29, 2015.
3. The applicant will work with the Bay Area Transportation Authority (BATA) to pursue an additional BATA bus stop located at North Aero Park CT and the applicant will pay for the infrastructure required to construct said bus stop to BATA specifications.
4. The dwelling units will be constructed and designed to accommodate local workforce housing.
5. The applicant will pursue a Michigan Department of Transportation (MDOT) permit to construct a sidewalk within an MDOT easement to fully connect the site to the adjacent Traverse Area Recreation and Transportation Trails system.



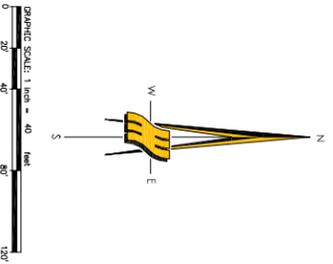
PRELIMINARY
 DATE: 1/20/15
 DRAWN BY: J. S. B. S.
 15057
 SHEET 2 OF 3

Traverse Development Group
Proposed Residential and Retail
 EXISTING CONDITIONS AND DEMOLITION PLAN
 Section 7, Town 27 North, Range 10 West
 City of Traverse City, Grand Traverse County, Michigan

REV	DATE	BY	CHK	DESCRIPTION	
01	05-26-14	phk	mmh	phk	Original design
01	06-10-15	phk	mmh	phk	Submittal
02	08-27-15	phk	mmh	phk	Revised without Lot 48
03	09-29-15	phk	mmh	phk	City Submittal

Mansfield
 Land Use Consultants

830 Cottageview Dr., Ste. 201
 P.O. Box 4015
 Traverse City, MI 49685
 Phone: 231-946-9310
 www.maeps.com
 info@maeps.com



Traverse Development Group
Proposed Residential and Retail
 SITE PLAN
 Section 7, Town 27 North, Range 10 West
 City of Traverse City, Grand Traverse County, Michigan

REV	DATE	BY	CHK	DESCRIPTION	
01	05-26-14	phk	mmf	phk	Original design
01	06-10-15	phk	mmf	phk	Submittal
02	08-27-15	phk	mmf	phk	Revised without Lot 48
03	09-29-15	phk	mmf	phk	City Submittal

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 P.O. Box 4015
 Traverse City, MI 49685
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 info@mnaeps.com

15057

PRELIMINARY



Communication to the Planning Commission

FOR THE MEETING OF: OCTOBER 6, 2015

FROM: RUSS SOYRING, PLANNING DIRECTOR

SUBJECT: SPECIAL LAND USE PERMIT BY ERIK FALCONER OF PINE STREET
DEVELOPMENT ONE, LLC TO ALLOW FOR TWO TALLER BUILDINGS AT
305 W. FRONT STREET

DATE: OCTOBER 2, 2015

The Planning Department has received a request from, Erik Falconer of Pine Street Development One LLC for a Special Land Use Permit for two taller building buildings at 305 W. Front Street. Both buildings would be approximately 96 feet tall measured at the street elevation. Together, the two buildings are proposed to have 177 upper story dwelling units with over 20,000 square feet of commercial space at street level. A single driveway on Pine Street would provide access to a two level parking deck with 177 parking spaces. Sidewalks along Front and Pine Streets provide pedestrian access and a future public boardwalk is indicated along the river's edge

Part of the site is currently leased as a public parking lot. To the south of the subject property is Riverview Terrace, a ten-story residential building. To the north across Front Street are one to four story commercial buildings. To the west is the Boardman River and to the east across Pine Street is a parking area and one and two story commercial buildings.



The property is zoned C-4c (Regional Center District) which allows for a 60 foot tall building by right. The zoning code allows for buildings up to 100 feet tall by Special Land Use Permit if at least 20% of the building is designed and used for dwellings. The Master Plan designates this area as a TC-5 (Downtown) neighborhood that is the most formally and intensely developed of the two types of commercial neighborhoods. The focus is on high intensity, regional, commercial activity. If the proposal as meets all of the Special Land Use standards and requirements along with other codes and regulations, the request must be recommended for approval. If the proposal fails to meet one or more of the standards or requirements the request must be denied or conditions shall be placed on the approval that will ensure all standards and conditions can be met.

If you feel that there is sufficient information to consider the Special Land Use Permit request, the following motion would be appropriate:

I move that the request by Erik Falconer of Pine Street Development One, LLC for a Special Land Use Permit to allow for a taller building at 305 W. Front Street be introduced and scheduled for a Public Hearing on November 3, 2015.

RAS

Attachments

September 30, 2015

City of Traverse City
Mr. Russell Soyring, Planning Director
400 Boardman Avenue
Traverse City, MI 49684

Re: Mixed Use Development / Tall Building Proposal
305 West Front Street

Dear Russ,

Please find the application for Special Land Use Permit and Site Plan Review for a mixed use, retail, office, and residential development at 305 West Front Street, to be reintroduced to the Planning Commission on October 6, 2015.

The application is comprised of the following documents, enclosed:

- Special land use permit application form
- Project narrative
- Site Plan of proposed development
- Elevations, floor plans, and renderings of proposed development

I look forward to meeting with the Planning Commission. Should you have any questions or concerns please do not hesitate to contact me at our offices.

Respectfully,



Douglas L. Mansfield
President
Mansfield Land Use Consultants



City of Traverse City

SPECIAL LAND USE PERMIT APPLICATION

Planning Department, 400 Boardman, Traverse City, MI 49684 (231) 922-4778

Telefax (231) 922-4457

NOTE: BEFORE SUBMITTING AN APPLICATION, AN APPLICANT SHALL MEET WITH THE PLANNING DIRECTOR TO REVIEW THE PROPOSED PROJECT, THE TRAVERSE CITY CODE OF ORDINANCES AND THE CITY PLAN. Traverse City Code, Sec. 1364.04(a)

APPLICATION FEE:	\$830.00	DATE:	_____
CHECK NO.	_____	HEARING DATE:	_____
RECEIPT NO.	_____	PARCEL NUMBER:	_____

Property address: 305 West Front Street Traverse City, MI 49684

Legal description: Tax ID# 28-51-794-001-00 see description on attached plan

Description of request: seeking approval of a Special Use Permit to develop a mixed-use (retail, office and residential) project with a height of 100-feet per Section 1364.08(m) "taller buildings"

<p>THE COMPLETED APPLICATION, FOURTEEN (14)* COPIES OF THE SITE PLAN, AND ONE (1) ELECTRONIC COPY OF THE APPLICATION AND SITE PLAN SHALL BE SUBMITTED TO THE PLANNING DEPARTMENT PRIOR TO THE MEETING AT WHICH THE REQUEST WILL BE CONSIDERED FOR INTRODUCTION. THE SITE PLAN SHALL MEET ALL THE REQUIREMENTS OF TRAVERSE CITY CODE, CHAPTER 1366, <i>SITE PLANS AND SITE DEVELOPMENT STANDARDS</i>.</p>
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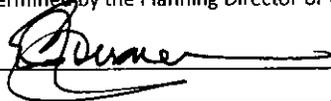
Names of all property owners: Pine Street Development One, L.L.C.
11123 South Bugai Road Traverse City, MI 49684

Applicant's name: Pine Street Development One, L.L.C. attn: Erik Falconer

Address: 11123 South Bugai Road Traverse City, MI 49684

Telephone: (231) 631-2600 Telefax: _____

The undersigned acknowledges that in the event that it is determined by the Planning Director or the Planning Commission pursuant to Sections 1322.01 or 1322.05 of the Zoning Ordinance that the Application Fee will not cover the actual costs of processing this Application, including, but not limited to, costs for per diem expenses of staff, staff review and preparation time, professional reviews, attorney fees and other related expenses, outside professional planners, engineers, surveyors, architects or landscape architects, the undersigned shall be responsible for such additional fees in an amount determined by the Planning Director or the Planning Commission as provided by the Zoning Ordinance

Signature of owner(s): 

Signature of applicant (if different than owner): _____

Relationship of applicant to owner: the applicant is the property owner

*Note: After the Planning Commission has acted upon the request, ten (10) additional copies of the site plan shall be submitted to the City Clerk. *The applicant acknowledges that the City may be required from time to time to release records in its possession. The applicant hereby gives permission to the City to release any records or materials received by the City as it may be requested to do so as permitted by the Freedom of Information Act, MCL 15.231 et seq.*

SITE PLANS - TRAVERSE CITY CODE - APPLICABLE CODE SECTIONS

1364.03 SPECIAL LAND USE APPLICATIONS.

All land for which an application for a special land use permit is made shall be owned by the applicant or by a person who has consented, in writing, to the application. The parcel must be capable of being planned and developed as one integral land use unit. Noncontiguous parcels may be considered. The application must be signed by the applicant and by the owner or a person with the owner's written consent and must contain:

- (a) A site plan as described by this Zoning Code;
- (b) A statement of present ownership of all land which is the subject of the request;
- (c) An application fee. This application fee shall be non-refundable. The City Commission shall, by resolution, establish the amount of the application fee.
- (d) Upon the request of the Planning Director or the Planning Commission, the applicant shall provide such other information pertinent to the special land use application. Failure of the applicant to provide such requested information with a reasonable time may be grounds for denial of the application.
- (e) If the application is approved, the applicants shall pay all Register of Deeds recording fees to record the special land use permit.

1364.02 GENERAL STANDARDS FOR APPROVAL.

Each application for a special land use shall be reviewed for the purpose of determining that the proposed use meets all of the following standards:

- (a) The use shall be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity.
- (b) The use shall not be hazardous or disturbing to existing or planned future uses in the same general vicinity.
- (c) The use shall be served adequately by existing public facilities and services, such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewage facilities and schools.
- (d) The use shall not create excessive additional requirements at public cost for public facilities and services.
- (e) The use shall not involve uses, activities, processes, materials, equipment or conditions of operation that will be detrimental to any person or property or to the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, odors or water runoff.
- (f) Where possible, the use shall preserve, renovate and restore historic buildings or landmarks affected by the development. If the historic structure must be moved from the site, the relocation shall be subject to the standards of this section.
- (g) Elements shall relate the design characteristics of an individual structure or development to existing or planned developments in a harmonious manner, resulting in a coherent overall development pattern and streetscape.
- (h) The use shall be consistent with the intent and purposes of the zoning district in which it is proposed.
- (i) The specific requirements outlined in each applicable section of this Zoning Code shall be satisfied.

Introduction to Project

The proposed RiverWest Development is located at 305 W. Front Street in the C-4c Regional Center zoning district. The site plan is comprised of two mixed-use nine-story buildings made up of retail, restaurant, and civic uses at street level and residential units above. Two levels of private parking areas are included as accessory to these buildings and a public gathering space along Boardman River connects the two buildings and provides an attractive plaza for residents, passerby, and shoppers to mingle. The pedestrian infrastructure is designed to integrate with the existing sidewalk and future Boardman River walk systems and provides improved pedestrian access via new additional crosswalks on both Front and Pine Streets. The river level parking area is designed to meet all environmental requirements and will be surfaced with pervious pavement per the requirements of the Michigan Department of Environmental Quality.

The proposed development meets the standards of the City of Traverse City Zoning Ordinance. The ordinance allows a nine-story building in the C-4c district with a Special Land Use Permit, according to the general standards of approval outlined in chapter 1364.02 of the ordinance.

1364.02 GENERAL STANDARDS FOR APPROVAL.

Each application for a special land use shall be reviewed for the purpose of determining that the proposed use meets all of the following standards:

- a. The use shall be designed, constructed, operated and maintained so as to be harmonious and compatible in appearance with the intended character of vicinity.**

Intended Character per the Zoning Ordinance:

The subject property is zoned C-4c Regional Center District. The C-4c district allows for building heights of up to 100 feet by special land use permit. The proposed 9 story mixed-use building is 100 feet in height and is consistent with the required standards of the ordinance.

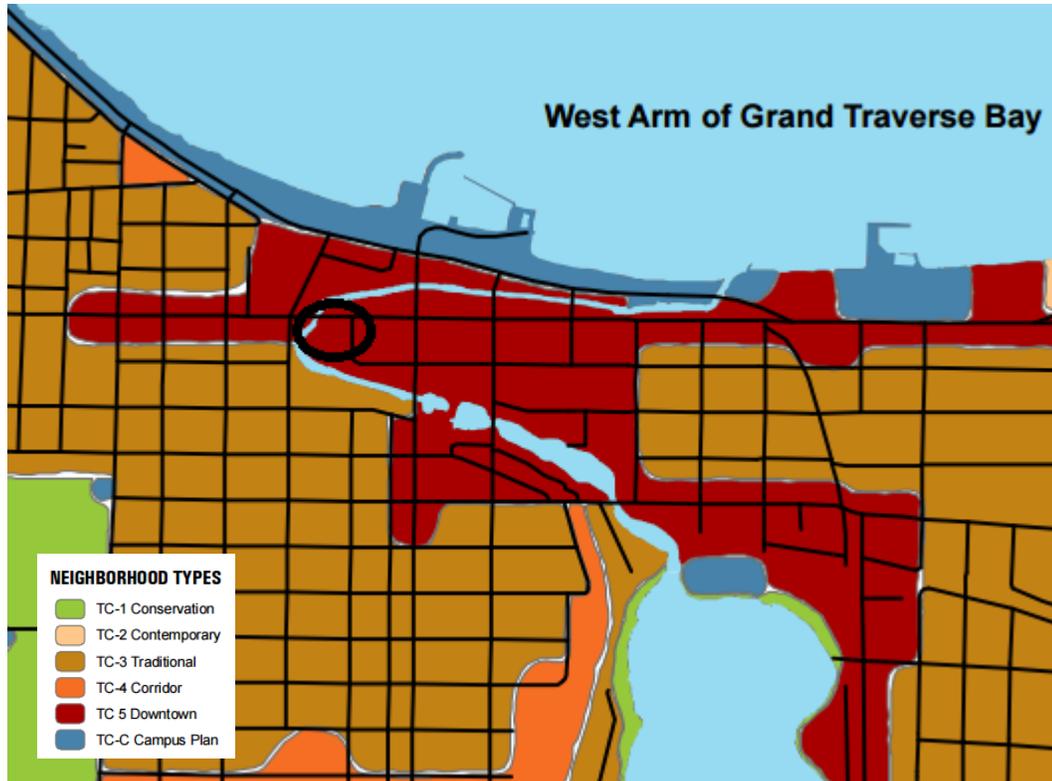
The intent and purpose of the C-4c district is to provide "...for the purpose of accommodating a broad variety of retail, office, and residential uses...". High density housing is considered appropriate and the ordinance specifically intends for commercial use to occur on lower floors and residential, office, and other related uses to occur on upper floors of buildings in this district. The ordinance also calls for pedestrian-friendly streetscapes and development which is integrated into the sidewalk and river walk systems (page 85, chapter 1346).

The proposed development is comprised of a mixed-use building made up of residential, retail, restaurant, and civic uses and is consistent with the intent and purpose of the C-4c zoning district. The pedestrian infrastructure is designed to integrate with both the

sidewalk and river walk systems and provides improved pedestrian access via crosswalks across both Front and Pine Streets as well as a public gathering space along Front Street and the Boardman River.

Intended Character per the Master Plan and Grand Vision:

The subject property's intended designation is the "TC 5 Downtown" district according to the future land use map in the Traverse City Master Plan.



Future Land Use Map and Subject Parcel (circled in black)

The Master Plan describes this district as the "most formally and intensely developed" downtown district, focused on "high intensity, regional, commercial activity". According to the plan, the core principles of this district include diverse housing of commercial scale, infrastructure that is integrated with the Boardman River, and development which maintain and enhance the existing downtown character (pages 16-17, Master Plan).

Intended Character per the Grand Vision:

The Grand Vision calls for attractive and active downtowns with tall buildings of 8 or more stories, plazas for people to gather, and pathways to nearby waterways. The Grand Vision also notes that by locating high density and affordable residential options downtown this type of project alleviates development pressures on surrounding farms, orchards, and open spaces (pages 24-28, Grand Vision).

The proposed development is harmonious and compatible in appearance and use with the intended character of the vicinity according to the Master Plan and Grand Vision. Specifically, the following site components support these guiding planning documents:

- Tall building with nine stories.
- Outdoor public plaza adjacent to the Boardman River.
- Dedicated easement along the Boardman River to the City of Traverse City for potential future river boardwalk or acceptable use.
- Composed of 90% residential use, a portion of which is workforce housing.
- Diverse housing options including workforce, market-rate, and high-end condo dwelling units.

Harmonious Design and Appearance

The proposed design of the building is harmonious in appearance to the existing and planned developments in the surrounding area. The building is anchored to the corner of Front and Pine Streets with a prominent and welcoming corner façade. The design is sympathetic to the pedestrian corridor, with floors 5-9 recessed inward so as to minimize the height and maintain a harmonious scale for pedestrians at street level. The pedestrian sidewalk corridor along Front Street is engaging and lively, with inset courtyard areas at two locations (similar to Horizon Bookstore streetscape treatment, for example) which provides pedestrians areas for socializing and gathering.

The building is composed of traditional masonry construction with numerous windows, balconies, and landscaping in keeping with the existing downtown development pattern. Vertical modulation helps to break up the building mass and creates the look of several narrow buildings rather than one long building façade in harmony with the existing historical downtown Traverse City architecture.

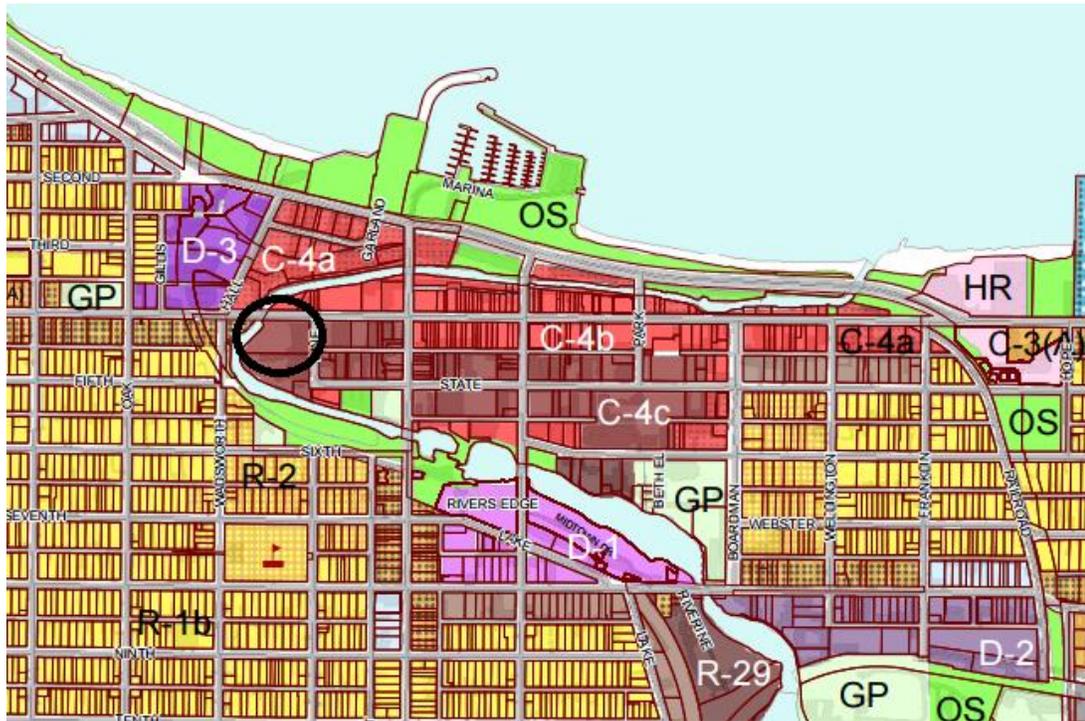
b. The use shall not be hazardous nor disturbing to existing or planned uses in the vicinity.

Existing Character and Use of Adjacent Vicinity

The subject property is zoned C-4c Regional Center District and is immediately bound by the following zoning categories: C-4b Regional Center District to the north; C-4c Regional Center District to the east; C-4c Regional Center District to the south; and C-2 Neighborhood Center District to the west.

The C-4c Regional Center District allows for building heights up to 85 feet by right and 100 feet by special land use permit. The proposed 9 story mixed-use building is 100 feet in height. Immediately south of the subject property, also zoned C-4c, is a 10 story multi-family residential building. To the north, zoned C-4a which allows for a maximum

height of 68 feet, is a 4 story office building. To the northeast, also zoned C-4b, a 5 story mixed use residential and commercial building is planned. The proposed development, composed of mixed use residential, commercial, and civic use is compatible with all of the immediately adjacent vicinity.



Current Zoning and Subject Parcel (circled in black)

Existing Character of Nearby Vicinity

Beyond the immediately adjacent land uses, the Central Neighborhood Historic District is the nearest two-family and single-family neighborhood to the subject property. South of Hannah Park and east of Wadsworth Street is zoned R-2 Two Family Residential. West of Wadsworth is zoned R-1b Single Family Residential. Neither district is immediately adjacent to the subject property. Instead, the Boardman River and Hannah Park buffer the neighborhoods from the intense commercial scale activities already occurring downtown including the existing ten story multi-family residential building immediately south of the subject property.

The proposed development will be served by the same natural buffer of the Boardman River so as to minimize potential disturbance to the existing character of the Central Neighborhood. There is over 200 feet between the southwest corner of the subject property and the Wadsworth Street and 5th Street intersection in Central Neighborhood.

Furthermore, other land uses allowed by right in the C-4c district, including convention centers and mechanical amusement arcades, are perhaps more disturbing to nearby

single-family residential land uses than the proposed mixed-use building comprised of residential, retail, and restaurant uses.

- c. The use shall be served adequately by existing or proposed public infrastructure and services, including but not limited to, streets and highways, police and fire protection, refuse disposal; water, waste water, and storm sewer facilities; electrical service, and schools.**

The proposed development will be adequately served by existing public infrastructure. The developer will construct additional pedestrian crosswalks on both Front and Pine Streets to serve the development and surrounding neighborhood. The river level is designed with pervious pavement and a storm water infiltration system to effectively manage storm water runoff.

- d. The use shall not create excessive additional requirements for infrastructure, facilities, and services provided at public expense.**

The proposed development does not require excessive additional requirements at public expense. The developer will pay for the proposed pedestrian bump-outs and crosswalks on both Front and Pine Streets.

- e. The use shall not involve any activities, processes, materials, equipment or conditions of operation that would be detrimental to any person or property or to the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, odors or water runoff.**

The proposed development will not involve any excessive production of traffic, noise, fumes, glare, or odors that would be detrimental to any person, property, or general public. The river level is designed with pervious pavement and a storm water infiltration system to effectively manage storm water runoff.

- f. Where possible, the use shall preserve, renovate and restore historic buildings or landmarks affected by the development. If the historic structure must be moved from the site, the relocation shall be subject to the standards of this section.**

The subject property does not include any historic buildings or landmarks. This standards does not apply.

- g. Elements shall relate the design characteristics of an individual structure or development to existing or planned developments in a harmonious manner, resulting in a coherent overall development pattern and streetscape.**

The proposed design of the building is harmonious in appearance to the existing and planned developments in the surrounding area. The building is anchored to the corner of Front and Pine Streets with a prominent and welcoming corner façade. The design is sympathetic to the pedestrian corridor, with floors 5-9 recessed inward so as to minimize the height and maintain a harmonious scale for pedestrians at street level. The

pedestrian sidewalk corridor along Front Street is engaging and lively, with inset courtyard areas at two locations (similar to Horizon Bookstore streetscape treatment, for example) which provides pedestrians areas for socializing and gathering.

The building is composed of traditional masonry construction with numerous windows, balconies, and landscaping in keeping with the existing downtown development pattern. Vertical modulation helps to break up the building mass and creates the look of several narrow buildings rather than one long building façade in harmony with the existing historical downtown Traverse City architecture.

The proposed landscaping plan incorporates tall trees and hardy shrubs along the southern edge of the property in order to screen the parking area from public view while also maintaining the open design of the parking levels in the event of high water and per the requirements of the Michigan Department of Environmental Quality. Planter boxes and trellis systems are designed to screen the street level parking from above. The streetscape along Front and Pine Streets will be appropriately landscaped per City standards. Bike racks are provided on both river and street levels of the parking area. The development will not alter the existing vegetation between the dock line to the Boardman River edge. This portion of the property will be dedicated to the City.

h. The use shall be consistent with the intent and purposes of the zoning district in which it is proposed.

The subject property is zoned C-4c Regional Center District. The C-4c district allows for building heights of up to 100 feet by special land use permit. The proposed 9 story mixed-use building is 100 feet in height and is consistent with the required standards of the ordinance.

The intent and purpose of the C-4c district is to provide "...for the purpose of accommodating a broad variety of retail, office, and residential uses...". High density housing is considered appropriate and the ordinance specifically intends for commercial use to occur on lower floors and residential, office, and other related uses to occur on upper floors of buildings in this district. The ordinance also calls for pedestrian-friendly streetscapes and development which is integrated into the sidewalk and river walk systems (page 85, chapter 1346).

The proposed development is comprised of a mixed-use building made up of residential, retail, restaurant, and civic uses and is consistent with the intent and purpose of the C-4c zoning district. The pedestrian infrastructure is designed to integrate with both the sidewalk and river walk systems and provides improved pedestrian access via crosswalks across both Front and Pine Streets as well as a public gathering space along Front Street and the Boardman River.

1364.08 SPECIAL LAND USE PERMITS GRANTED BY THE CITY COMMISSION.

The City Commission may grant a special land use permit for the following uses in any district, except as herein qualified:

m. Taller buildings. "Taller buildings" mean those buildings greater than 60 feet in height. The purpose of this section is to encourage sensitive design for taller buildings. Since there are very few buildings taller than 60 feet in the City, it is of public interest that prominent buildings, simply by order of their height, are designed in a manner which will maintain the pedestrian scale at the street level. At the same time, the physical, visual and spatial characteristics of the City are encouraged to be promoted by consistent use, compatible urban design and architectural design elements. Taller buildings are allowed in a C-4b, C-4c, D, GP, NMC-2 or H-2 district subject to the following:

1. The building's height is consistent with Section 1368.01.

Section 1368 provides the following height-related standards:

- Minimum building height of 30 feet.
- Maximum building height of 100 feet in the C-4c zoning district.
- Buildings over 60 feet tall must be composed of at least 20% residential use.
- The portion of the building at 45 feet or greater in height must be recessed back at least 10 feet from the first floor building façade.
- The portion of the building that fronts the street shall have a minimum height of 15 feet measured from the street entrance level to the next finished level.

The proposed building meets these requirements as follows:

- The building is 100 feet in height.
- The building is composed of 90% residential dwellings.
- The portion of the building greater than 45 feet in height is recessed back 10 feet from the first floor building façade.
- The portion of the building that fronts the street is 15 feet in height, measured from the street entrance level to the next finished level.

2. Roof top mechanical equipment and penthouse space that are an integral part of the architectural design are permitted. All mechanical equipment, appurtenances and access areas shall be completely architecturally screened from view and enclosed.

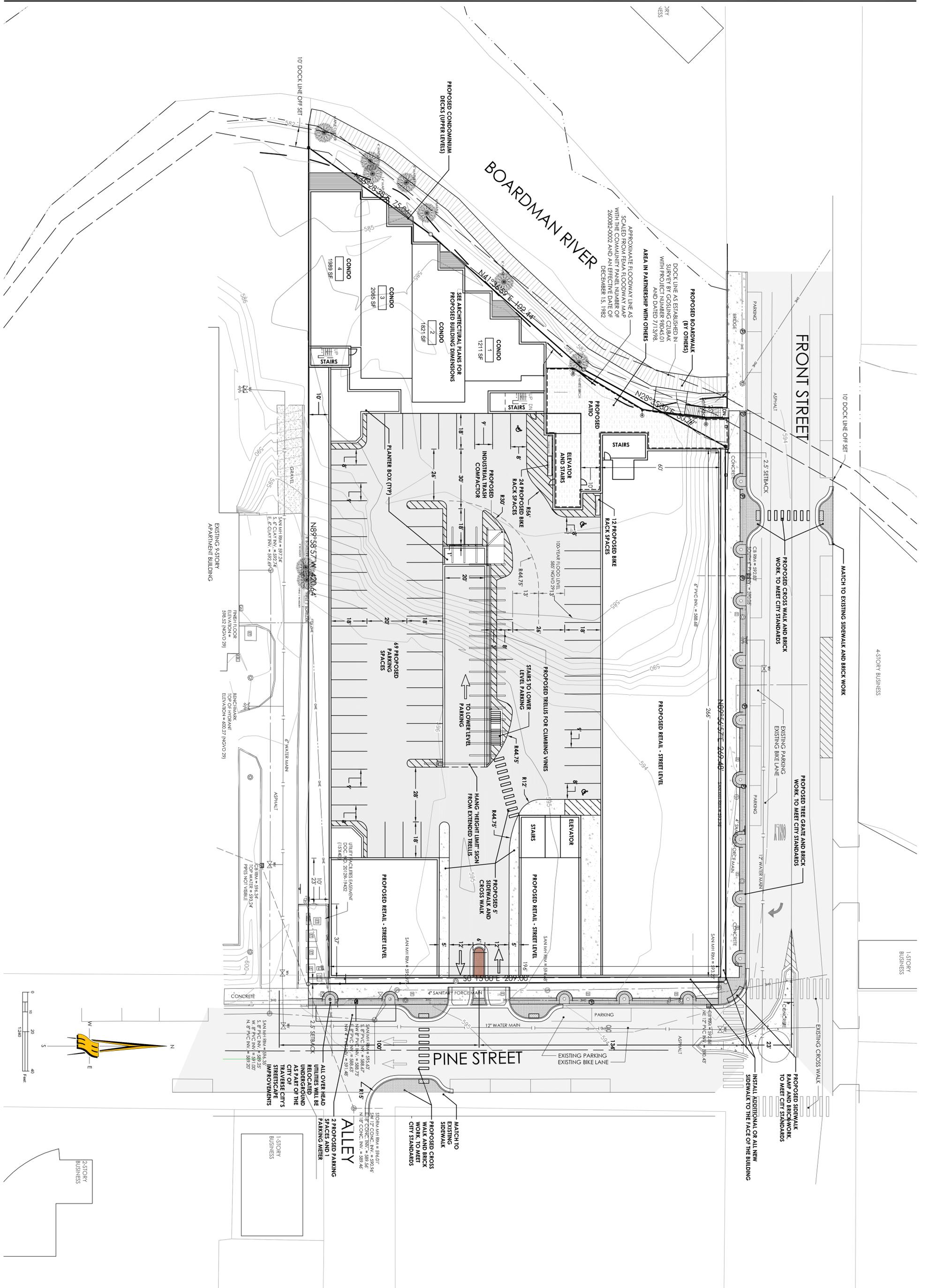
The rooftop mechanical equipment is located at the center of the building and is to be screened from public view by residences.

- 3. Extended heights for steeples and other architectural embellishments less than 400 square feet each shall not be used to determine the height of the building.**

The northeast corner of the building has an 800 square foot architectural feature, for a total building height of 100 feet, the maximum permissible building height in the C-4c district.

- 4. The applicant shall prepare and deliver to the Planning Director a scale model, video image or other similar depiction of the taller building in relation to surrounding land and buildings.**

The applicant will present a wooden model of the proposed development at the public hearing.



PRELIMINARY

DATE: 1/11/15

PROJECT: 14035

SHEET: 2 of 4

Pine Street Development One LLC
 Site and Dimension Plan - Street Level

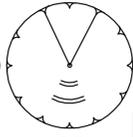
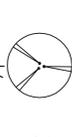
Part of Block 1, Original Plat of Traverse City
 City of Traverse City, Grand Traverse County, Michigan

REV#	DATE	DES	DRN	CHK	DESC
0	05-11-15	dlm	mnm	dlm	Original
01	07-13-15	dlm	mnm	dlm	Add trash compactor
02	07-21-15	dlm	mnm	dlm	Alternate Parking Entrance

Mansfield
 &
 Land Use Consultants

830 Cottageview Dr., Ste. 201
 P.O. Box 4015
 Traverse City, MI 49685
 Phone: 231-946-9310
 www.maaeps.com
 info@maaeps.com

PLANT SYMBOL
PLANT NAME
TREES

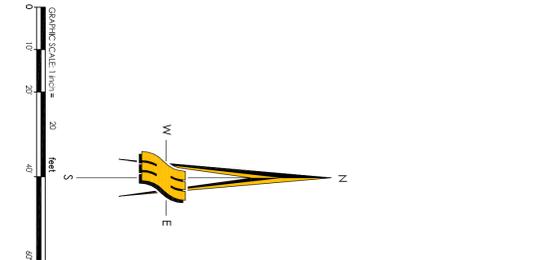
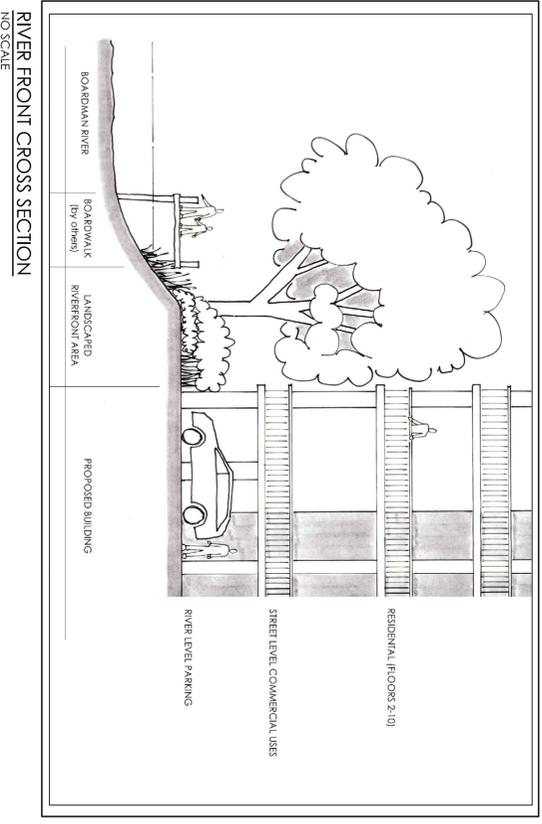
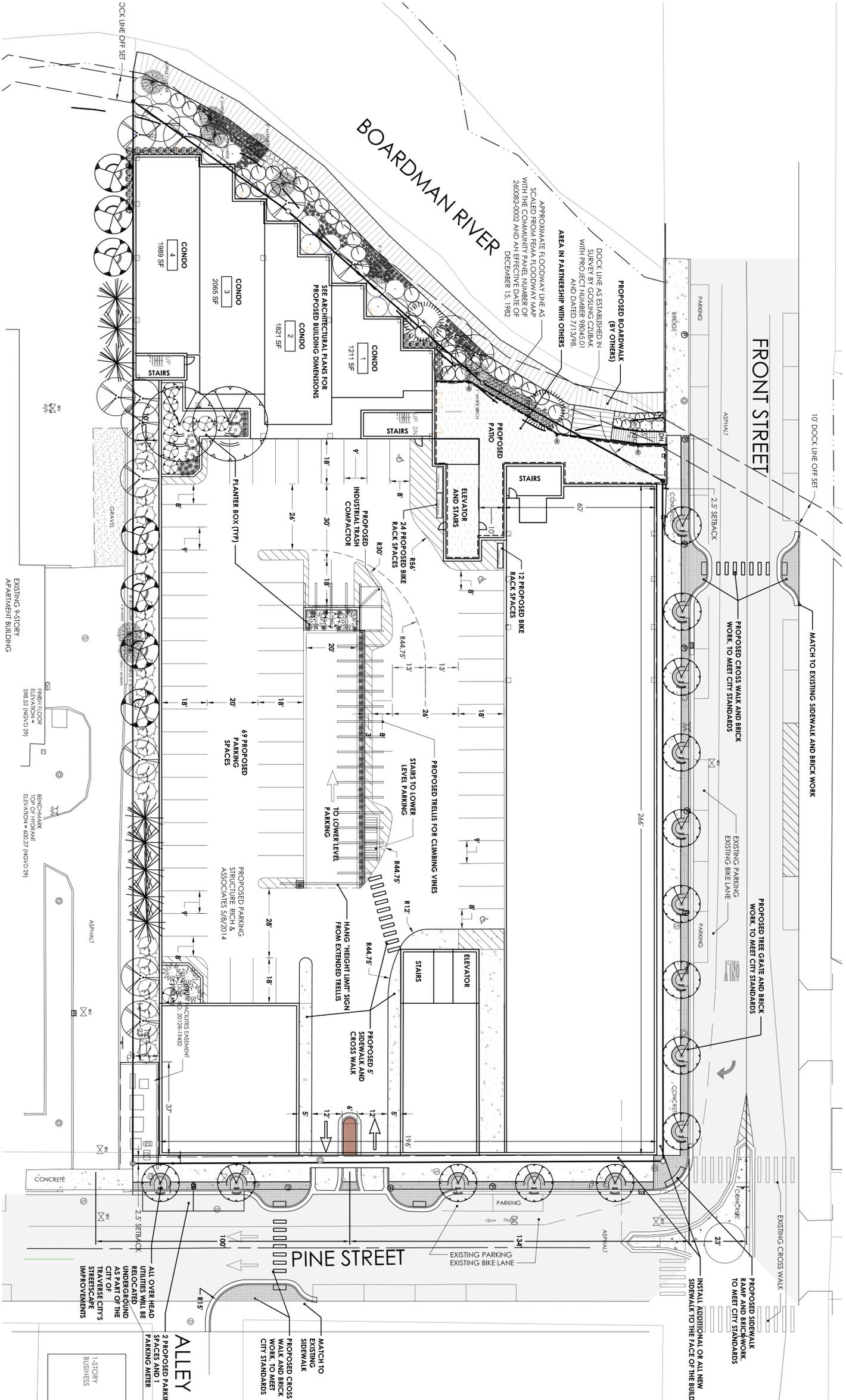
-  Maple, Columnar Armstrong
(Acer columnar-armstrongii)
-  Honeylocust, Skyline
(Gleditsia triacanthos
var. 'Skyline')
-  Serviceberry
(Amelanchier x grandiflora 'Autumn Ballerina')
-  Spruce, Black Hills
(Picea glauca 'Densata')
-  Tamarack, Larch
(Larix laricina)

SHRUBS

-  Aronia, Woodwards Globe
(Elyonax occidentalis)
-  Bodony, Crinum Pinyon
(Ilex pedunculata var. 'emarginata 'Nana')
-  Boxwood, Winter Gem
(Buxus microcarpa 'Koreana Winter Gem')
-  Dogwood, Red Oak
(Cornus sericea 'Canadensis')
-  Juniper, Creeping Blue Rug
(Juniperus horizontalis 'Weymouth Blue')
-  Juniper, Sea Green
(Juniperus chinensis 'Sea Green')
-  Syringa, Grow Low
(Rhus ornamentalis)
-  Witchazel, American
(Hamamelis virginiana)

PERENNIALS

-  Black-eyed Susan, Goldstun
(Rudbeckia hirta 'Goldstun')
-  DeWilly, Stella de Oro
(Fremontodaisy 'Stella de Oro')
-  Fern, Chimonon
(Cinnamomum camphora)
-  Grass, Prairie Dropseed
(Sporobolus heterostachyus)
-  Vine, Virginia Creeper
(Parthenocissus quinquefolia)
-  Wintercreeper, Purpleleaf
(Euonymus fortunei var. 'Coloratus')



DATE	DESCRIPTION
05-11-15	Original
07-21-15	Alternate Parking Entrance

Pine Street Development One LLC
Landscape Plan
 Part of Block 1, Original Plat of Traverse City
 City of Traverse City, Grand Traverse County, Michigan

PRELIMINARY

14035
 SH. 4 of 4

Mansfield
 &
Land Use Consultants

830 Cottageview Dr., Ste. 201
 P.O. Box 4015
 Traverse City, MI 49685
 Phone: 231-946-9310
 www.maaeps.com
 info@maaeps.com

PROJECT DATA:

Owner/Developer: Pine Street Development One LLC
 Address: 11123 S. Bugra Road
 Traverse City, Michigan 49684

Contact:
 Phone:

SITE DATA:

Location: 305 W. Front Street
 Traverse City, Michigan 49684
 Tax ID: 28-51-1794201-00
 All in part of Blk. 1, Orig Plat lying n of the lot desc line, com of c/c of Pine and State Sts, n to 0 deg 15' n 15' n 89 deg 47' n 43 ft to w 77' n of Pine St n 0 deg 17' n 175.52 ft to POB of line hereon being 1.63 acres
 Parcel Size: C-4C, Regional Center District
 Zoning District: Allowed:
 Building Height: 85 feet maximum. An additional 15 feet shall be allowed for permitted uses that are designed and positioned in a manner that will effectively shield rooftop mechanical equipment or elevator shafts, but not to exceed an overall height of 100 feet. Buildings over 60 feet tall shall have at least 20% of the building designed and used for dwellings. That portion of the building with a finish floor elevation of 45 feet or greater must be recessed at least 10 feet from the first floor building facade.

Building Height: 100' (from street grade)
 Provided: No minimum
 Min. Lot Area: No minimum
 Max. Density: N/A
 Impervious Surface: 100% allowed
 Parking Provided: 175 standard on-site spaces
 8 handicap on-site spaces
 183 on-street spaces total

SETBACKS:

Front = 2.5'
 Side = 0'
 Rear = 0'
 Bridge = 25' (from abutment)
 Water = May be built to the edge of a public easement, if no public easement, then 10 feet inland from the ordinary high water mark or any doctrine established by City ordinance

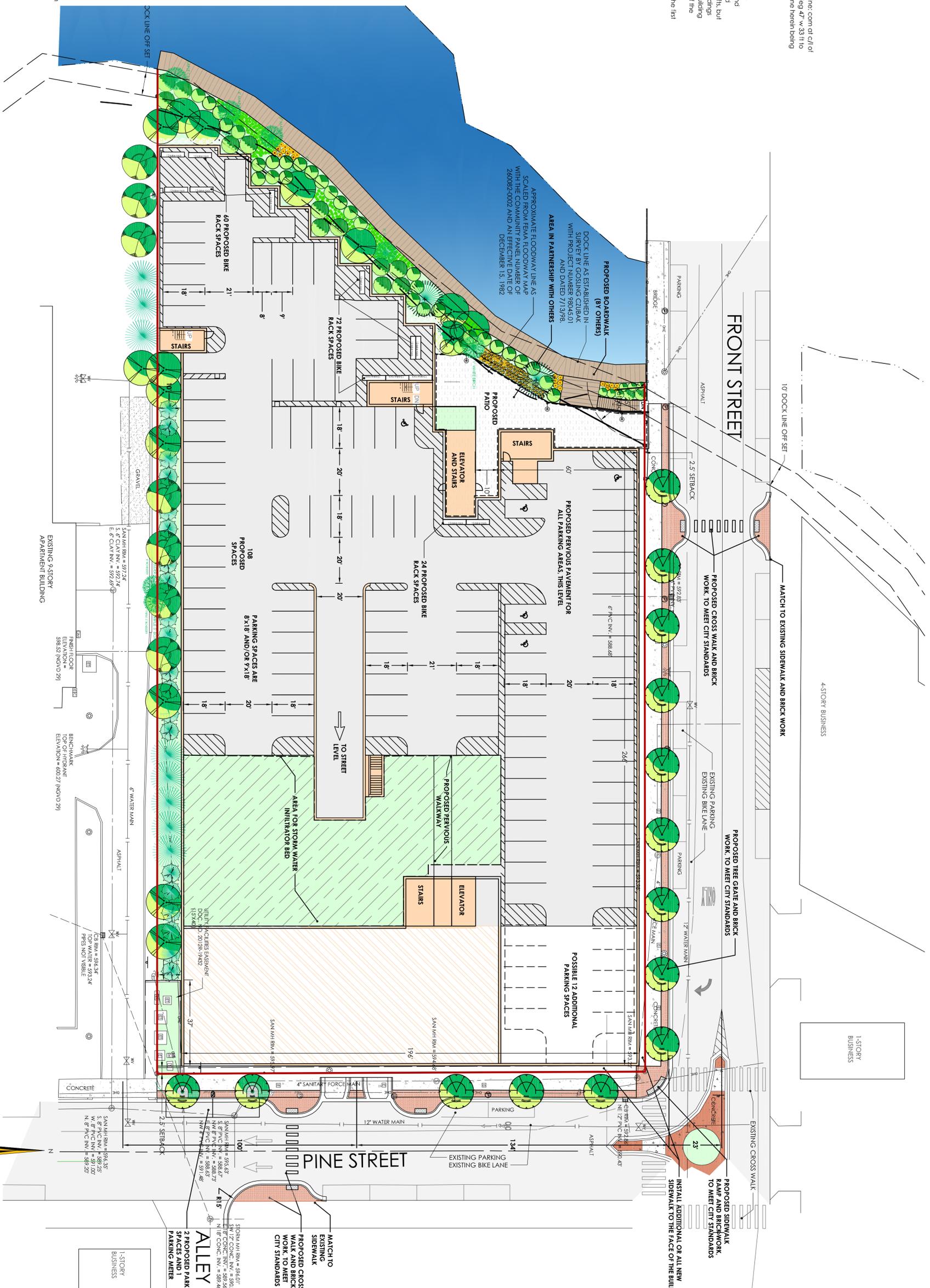
PROPOSED USES:

- River Side
- Street Level 3600 s.t. Proposed Restaurant Space
 - 2nd Floor 1 Proposed Building Manager's Unit
 - 3rd Floor 5 Proposed Condominium Units
 - 4th Floor 5 Proposed Condominium Units
 - 5th Floor 5 Proposed Condominium Units
 - 6th Floor 5 Proposed Condominium Units
 - 7th Floor 5 Proposed Condominium Units
 - 8th Floor 5 Proposed Condominium Units
 - 9th Floor 5 Proposed Condominium Units
- Front Street
- Street Level 16000 s.t. Proposed Office/Retail
 - 2nd Floor 9 Proposed Condominium Units
 - 3rd Floor 9 Proposed Condominium Units
 - 4th Floor 9 Proposed Condominium Units
 - 5th Floor 9 Proposed Condominium Units
 - 6th Floor 9 Proposed Condominium Units
 - 7th Floor 9 Proposed Condominium Units
 - 8th Floor 9 Proposed Condominium Units
 - 9th Floor 9 Proposed Condominium Units

Pine Street

- River Level Earth and Storm Water Infiltrator Bed
- Street Level 1300 s.t. Proposed Office/Retail
- 1600 s.t. Proposed Community Room
- 2nd Floor 8 Proposed Condominium Units
- 3rd Floor 8 Proposed Condominium Units
- 4th Floor 8 Proposed Condominium Units
- 5th Floor 8 Proposed Condominium Units
- 6th Floor 8 Proposed Condominium Units
- 7th Floor 8 Proposed Condominium Units
- 8th Floor 8 Proposed Condominium Units
- 9th Floor 8 Proposed Condominium Units

177 Total Proposed Condominium Units
 17500 Total S.T. Proposed Retail/Office
 1600 Total S.T. Proposed Community Room
 3600 Total S.T. Proposed Restaurant



REV#	DATE	DES	DRN	CHK	DESC
0	05-11-15	dlm	mmm	dlm	Original
01	07-13-15	dlm	mmm	dlm	Add trash compactor
02	07-21-15	dlm	mmm	dlm	Alternate Parking Entrance

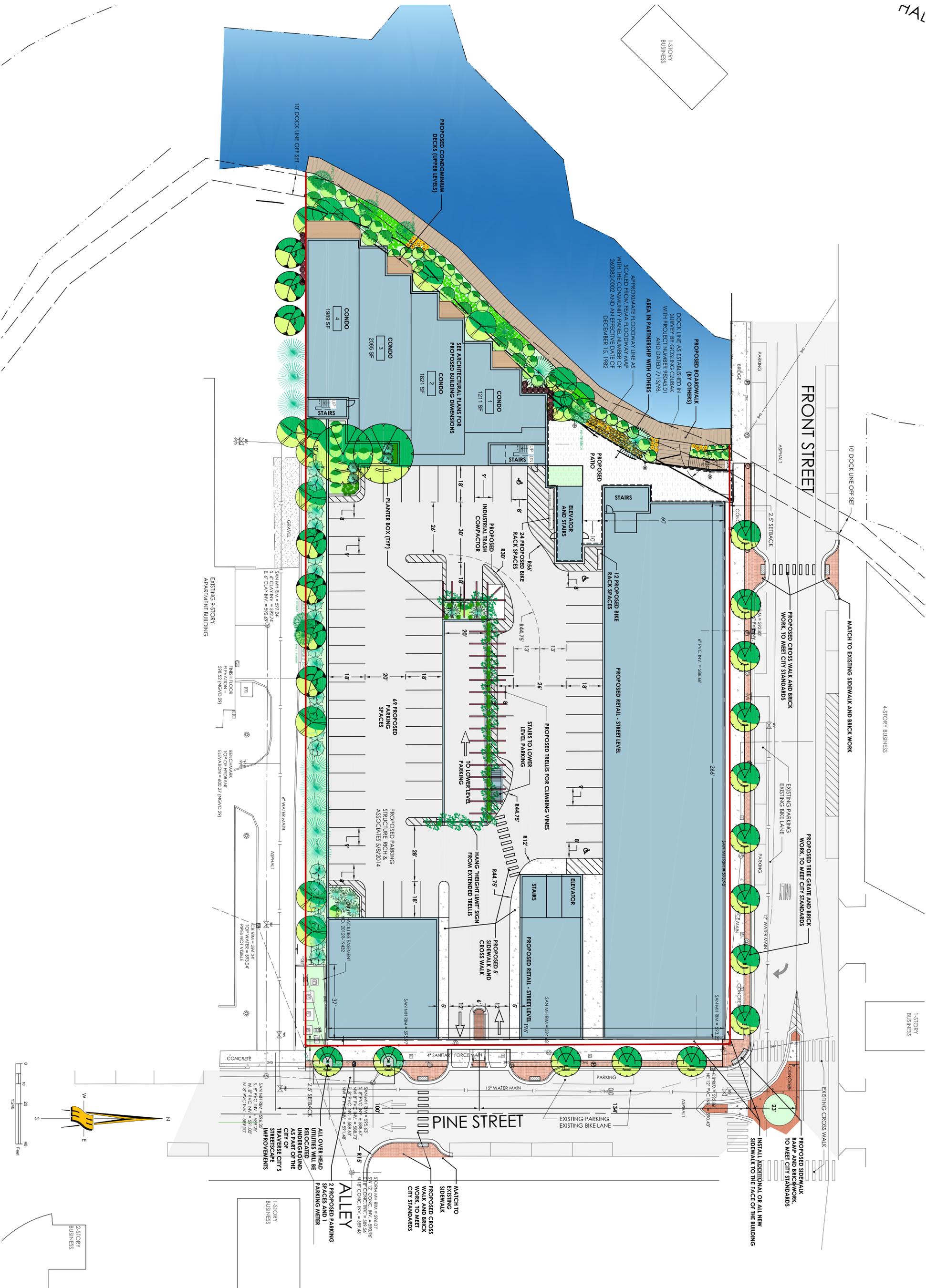
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Pine Street Development One LLC
 Site and Dimension Plan - River Level
 Part of Block 1, Original Plat of Traverse City
 City of Traverse City, Grand Traverse County, Michigan

PRELIMINARY
 14035
 SHEET 1 OF 2

HAL



PRELIMINARY

DATE: 07-13-15

BY: [Signature]

14035

SH1 2 of 2

Pine Street Development One LLC

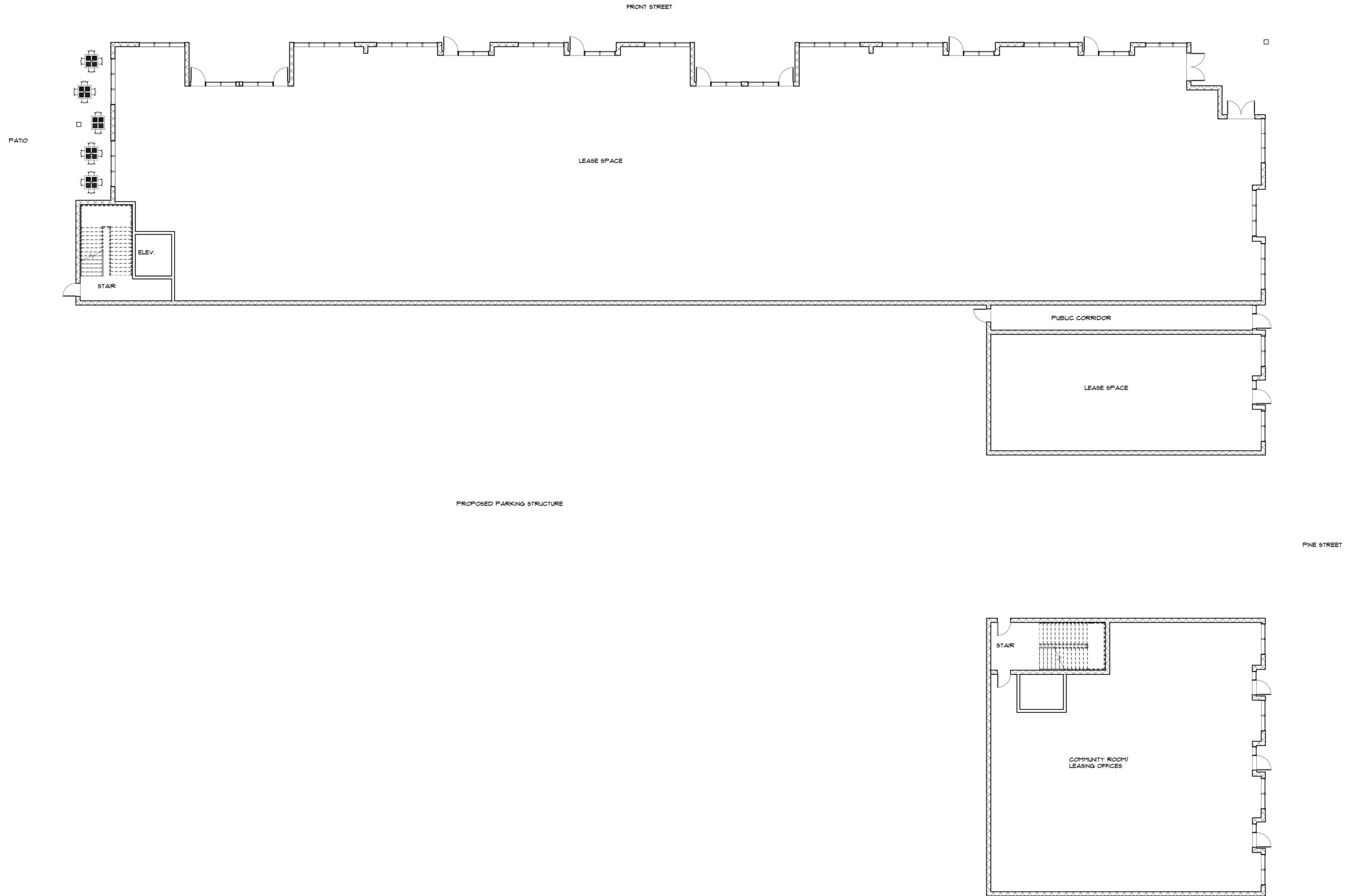
Site and Dimension Plan - Street Level

Part of Block 1, Original Plat of Traverse City
City of Traverse City, Grand Traverse County, Michigan

REV#	DATE	DES	DRN	CHK	DESC
0	05-11-15	dlm	mjm	dlm	Original
01	07-13-15	dlm	mjm	dlm	Add trash compactor
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 ARCHITECT
 GROUP
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 Ph: 231-946-9900 Fax: 231-946-9928



STREET LEVEL PLAN

205 W. FRONT STREET

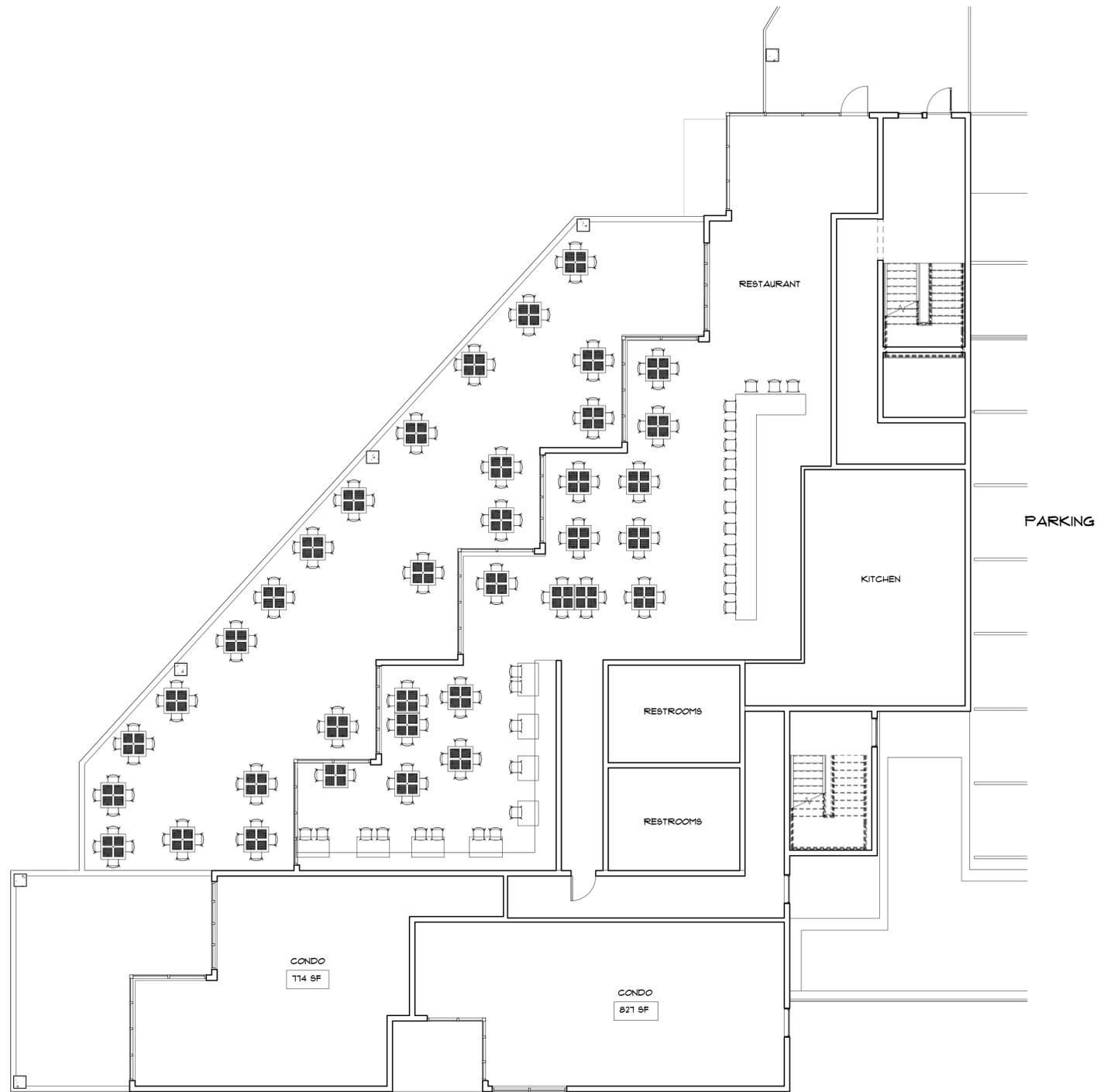
- PRELIMINARY
- CONSTRUCTION
- FINAL RECORD

DRAWING HISTORY	
DATE	DESCRIPTION

DRAWN BY: **RMM**
 CHECKED BY: **CLIENT**
 DATE: **9-30-15**
 JOB NO: **14035**
 SHEET #

A2.2

1 STREET LEVEL PLAN
 1" = 10'-0"



① STREET LEVEL PLAN- RESTAURANT
1/8" = 1'-0"



STREET LEVEL PLAN

205 W. FRONT STREET

- PRELIMINARY
- CONSTRUCTION
- FINAL RECORD

DRAWING HISTORY	
DATE	DESCRIPTION

DRAWN BY: RMM
 CHECKED BY: CLIENT
 DATE: 9-30-15
 JOB NO: 14035
 SHEET #

A2.3



① PINE STREET ELEVATION
1/16" = 1'-0"



③ RIVER SIDE ELEVATION
1/16" = 1'-0"

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EXTERIOR ELEVATIONS

205 W. FRONT STREET

- PRELIMINARY
- CONSTRUCTION
- FINAL RECORD

DRAWING HISTORY	
DATE	DESCRIPTION

DRAWN BY: RMM
 CHECKED BY: OWNER
 DATE: 9-30-15
 JOB NO: 14035

SHEET #
A5.2



① EXTERIOR PERSPECTIVE



② EXTERIOR PERSPECTIVE 2

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EXTERIOR VIEWS

205 W. FRONT STREET

- PRELIMINARY
- CONSTRUCTION
- FINAL RECORD

DRAWING HISTORY	
DATE	DESCRIPTION

DRAWN BY: RMM
 CHECKED BY: OWNER
 DATE: 9-30-15
 JOB NO: 14035

SHEET #
A5.4



Memorandum

Grand Traverse County
Planning and Development
231.922.4513 Fax 231.922.4636
email: jderenzy@grandtraverse.org

To: City Planning Commission / DDA Board of Directors
From: Jean Derenzy, Deputy Director Planning & Development
Date: September 30, 2015
Subject: Community Development Update

October Update:

Project News:

The following is an update on some of the Community Development activities throughout the City and County:

Park Place Project: Work continues on development of plans with the Park Place for a conference center, workforce housing (contained in the parking lot immediately adjacent to Washington Street) and a multi-story mixed use development immediately adjacent to the Park Place. At this time, it is anticipated that a November brownfield application will be made.

Boardman Lake Area Activities: Award has been received from the DEQ – Coastal Zone Management for \$95,000 for the Boardman Lake Trail (\$75,000) and Boardman River Water Trail (\$20,000). Match requirement has been secured for the Trail from the Boardman Lake Brownfield Fund Budget and for the Water Trail from in-kind contribution from Rotary. Grant term ends in June, 2016. Request for Proposals are being sent out on Monday, October 5 for survey work.

The other public infrastructure project within the Boardman Lake Brownfield Plan is Boardman Lake Avenue. Funding has been set aside for contract work with LSL Planning to continue work on the Boardman Lake Avenue Project. Scope of work is continuing to be defined with some components including: A) Builds on previous work conducted; 2) Provides information necessary to fill in gaps from other studies; C) Engages officials, stakeholders and staff.

It is anticipated that work on this contract will begin in October.

North Boardman Lake District (8th street from Lake to Barlow): Work continues on the process for working on the development on the infrastructure components within this District. Investigation of funding (grant through MSHDA) on the feasibility of creating a form-based code for this area.

USDA/Traverse City Place Brownfield Plan: Award of a \$200,000 grant from the United States Department of Agriculture Forest Service for tree plantings around the Traverse City Place Brownfield Plan and the Boardman River area to reduce groundwater issues. Scope of Work will be identified and agreed upon prior to work starting. Partnerships and outreach with public will be, of course, a component within this Grant.

I will be unable to attend the October 6th Planning Commission due to conflicting meeting schedule. Should you have any questions feel free to call me at 922-4513, or email at jderenzy@grandtraverse.org.