



# Notice

## City Commission Regular Meeting

7:00 pm

Monday, October 17, 2016

Commission Chambers, Governmental Center

400 Boardman Avenue

Traverse City, Michigan 49684

Posted and Published: 10-13-2016

Meeting informational packet is available for public inspection at the Traverse Area District Library, City Police Station, City Manager's Office and City Clerk's Office.

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, TDD: 922-4412, has been designated to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the ADA Coordinator.

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.

City Commission:  
c/o Benjamin C. Marentette, MMC, City Clerk  
(231) 922-4480  
Email: [tcclerk@traversecitymi.gov](mailto:tcclerk@traversecitymi.gov)  
Web: [www.traversecitymi.gov](http://www.traversecitymi.gov)  
400 Boardman Avenue  
Traverse City, MI 49684

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*The mission of the Traverse City City Commission is to guide the preservation and development of the City's infrastructure, services, and planning based on extensive participation by its citizens coupled with the expertise of the city's staff. The Commission will both lead and serve Traverse City in developing a vision for sustainability and the future that is rooted in the hopes and input of its citizens and organizations, as well as cooperation from surrounding units of government.*

**Welcome to the Traverse City Commission meeting!**

**Agenda**

Any interested person or group may address the City Commission on any agenda item when recognized by the presiding officer or upon request of any Commissioner. Also, any interested person or group may address the City Commission on any matter of City concern not on the Agenda during the agenda item designated Public Comment. The comment of any member of the public or any special interest group may be limited in time. Such limitation shall not be less than five minutes unless otherwise explained by the presiding officer, subject to appeal by the Commission.

**Pledge of Allegiance**

**1. Roll Call**

**2. Consent Calendar**

The purpose of the consent calendar is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission, staff or the public may ask that any item on the consent calendar be removed therefrom and placed elsewhere on the agenda for individual consideration by the Commission; and such requests will be automatically respected. If an item is not removed from the consent calendar, the action noted in parentheses on the agenda is approved by a single Commission action adopting the consent calendar.

- a. Consideration of approving minutes of the City Commission meetings of October 3, 2016, and October 10, 2016. (Approval recommended) (Marty Colburn, Benjamin Marentette)

- b. Consideration of authorizing a reimbursement agreement to provide \$20,000 to the Conservation Resource Alliance for its provision of professional support services to the Boardman River Dam Implementation Team in connection with the Boardman River Dams Project. (Approval recommended) (Marty Colburn, William Twietmeyer) (5 affirmative votes required)
- c. Consideration of adopting a resolution recognizing the name change of Michigan Local Government Management Association to Michigan Municipal Executives and acknowledging its role in providing development opportunities and professional resources to professional municipal executives in Michigan. (Adoption recommended) (Marty Colburn)
- d. Consideration of a request from Owen Architects Collaborative, LLC, on behalf of Federated Properties, to extend the deadline by which construction must substantially commence by one year to November 17, 2017, in connection with the Special Land Use Permit which allows for the construction of a 65.5' tall, 5-story mixed-use building at 124 West Front Street. (Approval recommended) (Marty Colburn, Russell Soyring)
- e. Consideration of authorizing a service order for two valve insertions in conjunction with the recently-completed Ninth Street Reconstruction Project. (Approval recommended) (Marty Colburn, Dave Green) (5 affirmative votes required)
- f. Consideration of declaring a 2007 International Plow Truck and sander surplus and authorizing a purchase order for a replacement truck, cab and chassis, to be used by the Streets Division, which is a scheduled purchase. (Approval recommended) (Marty Colburn, Dave Green) (5 affirmative votes required)

### **Items removed from the Consent Calendar**

- a.
- b.

### **3. Old Business**

- a. Consideration of the Planning Commission's review of the City Commission's request for a recommendation on raising the maximum number of new Accessory Dwelling Units permitted from 10 to 20 each year. (Commissioner Brian Haas, Marty Colburn, Russell Soyring)
- b. Consideration of a request from the City Manager to fill a Fire Inspector position within the Fire Department. (Marty Colburn)

### **4. New Business**

- a. Consideration of scheduling a public hearing for November 7, 2016, regarding a request from Munson Medical Center for a Special Land Use Permit for the construction of an approximately 110-foot tall building at 1105 Sixth Street for a family birth and children's center, as recommended by the City Planning Commission. (Marty Colburn, Russell Soyring)
- b. Consideration of a request from Mayor Carruthers for the City Commission to consider the request from Fern Spence for the City to remove the deed restriction at 1430 Wayne Street. (Mayor Jim Carruthers) (Possible closed session) (5 affirmative votes required to enter into closed session)
- c. Consideration of adopting a resolution of conceptual support for a high-speed digital infrastructure project to demonstrate an interest in collaboration for high-speed internet connectivity. (Marty Colburn, Timothy Lodge, Jean Derenzy)

### **5. Appointments**

- a. Consideration of appointing a Planning Commission representative to serve on the Arts Commission, as recommended by the City Planning Commission. (Marty Colburn, Katie Zeits)

- b. Consideration of appointing a Planning Commission representative to serve on the Grand Traverse Commons Joint Planning Commission, as recommended by the Planning Commission. (Marty Colburn, Katie Zeits)

## **6. Reports, Announcements and Correspondence**

Please note: For this section of the agenda, when an actual report is included or expected, the item will be underlined.

- a. Reports, announcements and correspondence from the City Manager.
- b. Announcements from the City Clerk.
- c. Reports, announcements and correspondence from the Mayor and City Commissioners.
- d. Reports and correspondence from other City officials, boards and committees.
  - 1. Reports from members of the Commission serving on boards.
  - 2. Minutes of the Traverse City Planning Commission meetings of August 2, 2016, September 7, 2016, September 20, 2016, and September 27, 2016.
  - 3. Minutes of the Arts Commission meetings of June 15, 2016, and August 17, 2016.
  - 4. Minutes of the Coast Guard Committee meetings of August 4, 2016, and September 1, 2016.
  - 5. Minutes of the Act 345 Retirement System meeting of July 27, 2016.
  - 6. Communication from the City Treasurer/Finance Director dated October 10, 2016, with the audit engagement letter.
- e. Reports and correspondence from non-City officials.

1. Annual report from CH2M for July 1, 2015, through June 30, 2016, regarding its operation and management of the Traverse City Regional Wastewater Treatment Plant.

## **7. Public Comment**

a. Reserved.

1. Tyler Bevier, representing BATA, "...with a BATA Transit 101 Presentation of who they are and what they do."

b. General.

c. Mayor and City Commissioners.

## **8. Adjournment**

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*The mission of the Traverse City City Commission is to guide the preservation and development of the City's infrastructure, services, and planning based on extensive participation by its citizens coupled with the expertise of the city's staff. The Commission will both lead and serve Traverse City in developing a vision for sustainability and the future that is rooted in the hopes and input of its citizens and organizations, as well as cooperation from surrounding units of government.*

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The City of Traverse City

## Communication to the City Commission

FOR THE CITY COMMISSION MEETING OF OCTOBER 17, 2016

DATE: OCTOBER 13, 2016

FROM: <sup>MA</sup>MARTY COLBURN, CITY MANAGER

SUBJECT: MINUTES

Attached are the minutes from the following meetings of the City Commission:

- October 3, 2016 Regular Meeting
- October 10, 2016 Study Session

The City Clerk recommends that these minutes be approved. The following motion would be appropriate:

**that the minutes of the October 3, 2016, Regular Meeting, and the October 10, 2016, Study Session, be approved.**

MC/kez

k:\tcclerk\city commission\minutes

**Minutes of the**  
**City Commission for the City of Traverse City**  
**Regular Meeting**  
**October 03, 2016**



A regular meeting of the City Commission of the City of Traverse City was called to order at the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan, at 7 p.m.

The following Commissioners were in attendance: Mayor Jim Carruthers, Mayor Pro Tem Ross Richardson, Brian Haas, Gary Howe, Richard I. Lewis, Amy Shamroe, and Tim Werner.

The following Commissioners were absent: None.

The Pledge of Allegiance was recited.

Mayor Carruthers presided at the meeting.

As requested by Commissioner Tim Werner, Agenda Item 2(h) was removed from the Consent Calendar for individual consideration by the Commission.

As requested by Rick Buckhalter, 932 Kelley Street, Agenda Item 2(i) was removed from the Consent Calendar for individual consideration by the Commission.

**2. Consent Calendar**

Moved by Richardson, seconded by Shamroe, that the following actions as recommended on the amended Consent Calendar portion of the Agenda be approved:

- a. the minutes of the September 19, 2016, Regular Meeting, and the September 26, 2016, Joint Study Session, be approved.
- b. an amendment to the Traverse City Code of Ordinances, *Public Hearing*

*Notice for Special Assessment Districts*, Section 232.03, which would provide that the City Clerk mail notice of special assessment district public hearings rather than the City Assessor, which was introduced on September 19, 2016 be enacted with an effective date of October 13, 2016.

- c. Midtown Centre Condominium Association be recognized as Midtown Centre Condominium Neighborhood Association.
- d. the City Commission casts its ballot for Penny Hill and Jean Stegeman for the Michigan Municipal League Liability and Property Pool Board of Directors.
- e. the City Manager be authorized to approve a confirming service order in the amount of \$9,787.44 to Olson Auto Body of Traverse City for the repair of a damaged Police Department vehicle, with funds available in the Garage Fund with full reimbursement from our insurance carrier.
- f. the City Commission approves renaming Triangle Park (at Rose and Boyd Streets) as Jupiter Gardens, as recommended by the Parks and Recreation Commission.
- g. the Mayor and City Clerk execute the Sewer Facilities Transfer Agreement with the Charter Township of Elmwood for the transfer of sewer lines currently owned by Elmwood Township that are within the City's corporate limits within Leelanau County as generally outlined with the packet materials of the October 3, 2016, meeting, such agreement subject to approval as to its substance by the City Manager and its form by the City Attorney, with funds available in the Sewer Fund.
- h. Removed from the Consent Calendar.
- i. Removed from the Consent Calendar.

CARRIED unanimously.

**Items removed from the Consent Calendar**

- a.

Consideration of approving a refund to Munson Medical Center as a result of an overcharge on its sewer bill.

The following addressed the Commission:

Marty Colburn, City Manager  
William Twietmeyer, City Treasurer/Finance Director

Moved by Werner, seconded by Richardson, the City Manager be authorized to approve a refund to Munson Medical Center in the amount of \$139,374.27 for erroneous sewer charges as outlined in the September 26, 2016, communication from the City Treasurer/Finance Director, with funds available in the Sewer Fund.

CARRIED unanimously.

b.

Consideration of approving the distribution of an amendment to the Master Plan to neighboring jurisdictions for comments, with the City Commission to consider the amendment following the allotted time frame for comments.

The following addressed the Commission:

Marty Colburn, City Manager  
Rick Buckhlater, 932 Kelley Street

Moved by Howe, seconded by Shamroe, that the proposed amendments to the Traverse City Master Plan be approved for distribution to the public and governmental entities for their comments.

CARRIED unanimously.

### **3. Old Business**

**3(a).**

Public Hearing on the assessment roll for Special Improvement District SID

2016-004 which would cause the paving of an existing alley south of East Front Street and east of Wenonah Street, and consideration of adopting the necessary resolution to approve the district and adopting the related budget amendment.

City Clerk Benjamin Marentette asked those who reside within the geographic area of the proposed special improvement district to please state their name and address to preserve their right to further appeal; and the following responded:

Joy Schmuckal, 2028 East Front Street  
Ronald Rademaker 100 East Bay Boulevard South

Mayor Jim Carruthers opened public hearing:

Ronald Rademaker, 100 East Bay Boulevard South  
Joy Schmuckal, 2028 East Front Street

There being no one further desiring to speak, Mayor Carruthers closed the public hearing.

Marty Colburn, City Manager

Moved by Lewis, seconded by Richardson, that the Resolution Approving Special Improvement District SID No. 2016-004, be adopted, and that a budget amendment be made to increase the budgeted revenue and budgeted expenses in the Special Assessment Fund by \$55,800 to reflect the revenue and expenses for this project.

CARRIED unanimously.

**3(b).**

Consideration of authorizing a change order to the 2016 Pavement and Resurfacing Phase 1 contract to pave the alley south of East Front Street and east of Wenonah Street, in connection with Special Improvement District 2016-004.

The following addressed the Commission:

Marty Colburn, City Manager

Moved by Richardson, seconded by Lewis, that the Mayor and City Clerk execute a unit prices change order to the 2016 Paving and Resurfacing Projects Phase I contract (originally authorized March 21, 2016), in the amount of \$47,703, more or less, at the unit prices outlined in its bid, such change order subject to approval as to its substance by the City Manager and its form by the City Attorney, with funds available in the Special Assessment Fund.

CARRIED unanimously.

**3(c).**

Consideration of authorizing a contract for the Parking Lot D and Boardman River Boat Launch Improvements Project, with a substantial portion of the project cost being paid for by a Michigan Waterways Commission grant and a contribution from Hagerty Insurance.

The following addressed the Commission:

Marty Colburn, City Manager

Moved by Lewis, seconded by Howe, that the Mayor and City Clerk execute a unit prices contract with Elmer's Crane and Dozer in the amount of \$462,744.39, more or less at the unit prices indicated in its bid, to include the cast-in-place alternate, such contract subject to approval as to its substance by the City Manager and its form by the City Attorney, with funds available in the Capital Projects Fund.

Deni Scudato, 422 East State Street  
Rick Buckhalter, 932 Kelley Street  
John Scudato, 422 East State Street

CARRIED unanimously.

**4. New Business**

**4(a).**

Consideration of scheduling a public hearing for November 7, 2016, on a request from Munson Medical Center to vacate a portion of Sixth Street for a family birth and children's center at 1105 Sixth Street.

The following addressed the Commission:

Marty Colburn, City Manager

Steve Tongue, Munson Medical Center Vice President of Facilities

Moved by Lewis, seconded by Shamroe, that the Resolution Setting Public Hearing Regarding Sixth Street vacation, which would schedule a public hearing on the request from Munson Medical Center for a vacation of Sixth Street between Beaumont Street and Madison Street for November 7, 2016, be adopted.

Rick Buckhalter, 932 Kelley Street

CARRIED unanimously.

**4(b).**

Consideration of a request from Commissioner Tim Werner for the City Commission to adopt a resolution recognizing October 5, 2016, as Traverse City Walks to School Day, which is organized by Norte! Youth Cycling.

The following addressed the Commission:

Benjamin Marentette, City Clerk

Ty Schmidt 841 Washington Street, Norte! Executive Director

Moved by Werner, seconded by Richardson, that the Resolution Recognizing October 5, 2016, as *Traverse City Walks to School Day*, be adopted.

Dr. Doug Spence, 658 Old Incochee Farm Trail, Garfield Township, City property owner

CARRIED unanimously.

**4(c).**

Consideration of adopting a resolution in support of the Local Streets, Roads, Highways and Bridges Repair and Improvement Millage Renewal Proposal, which will be on the November 8, 2016, ballot.

The following addressed the Commission:

Marty Colburn, City Manager

Moved by Howe, seconded by Haas, that the Resolution Supporting the Local Streets, Highways and Bridges Repair Improvement Millage Renewal Proposal on the November 8, 2016, ballot, be adopted.

Benjamin Marentette, City Clerk  
Rick Buckhalter, 932 Kelley Street

CARRIED unanimously.

**4(d).**

Consideration of a recommendation from the Parks and Recreation Commission for \$4,500 in Brown Bridge Trust Parks Improvement Fund dollars to be allocated for improvements to Wags West, with matching funds provided by donors.

The following addressed the Commission:

Marty Colburn, City Manager

Moved by Howe, seconded by Shamroe, that the City Commission releases \$4,500 in Brown Bridge Trust Parks Improvement Fund dollars to match improvements to Wags West as recommended by the Parks and Recreation Commission.

CARRIED unanimously.

**4(e).**

Consideration of a request from Mayor Jim Carruthers for the City Commission to consider the request from Fern Spence for the City to remove the deed restriction on 1430 Wayne Street.

There being no objection, Mayor Jim Carruthers referred this item to the October 17, 2016, meeting.

## **5. Appointments**

### **5(a).**

Consideration of approving the appointment of a Downtown Development Authority Board representative to the Arts Commission

The following addressed the Commission:

Marty Colburn, City Manager

Moved by Shamroe, seconded by Werner, that Debra Hershey be appointed as the Downtown Development Authority Board of Director's Representative on the Arts Commission, term expiring September 15, 2020.

CARRIED unanimously.

## **6. Reports and Communications**

The following were received and filed:

- a. Reports, announcements and correspondence from the City Manager.
- b. Announcements from the City Clerk.
- c. Reports, announcements and correspondence from the Mayor and City Commissioners.
- d. Reports and correspondence from other City officials, boards and committees.

1. Reports from members of the Commission serving on boards.
  2. Report from the City Commission Ad Hoc Committee on the status of a proposed policy for Payment-in-Lieu-of Taxes (PILOT) arrangements.
  3. Minutes of the Act 345 Retirement System Board Meeting of June 29, 2016.
- e. Reports and correspondence from non-City officials.
1. Minutes of the Traverse Area District Library Board of Trustees meeting of August 18, 2016.
  2. Monthly Operations Report for the Wastewater Treatment Plant from CH2M for August 2016.

### **7. Public Comment**

The following addressed the Commission:

1. Reserved.  

None
2. General.  

Rick Buckhalter, 932 Kelley Street
3. Mayor and City Commissioners.

Commissioner Amy Shamroe  
Mayor Pro Tem Ross Richardson  
Mayor Jim Carruthers

### **8. Adjournment**

There being no objection, Mayor Carruthers declared the meeting adjourned at 8:57 p.m.



Benjamin Marentette, MMC  
City Clerk

Approved: \_\_\_\_\_, \_\_\_\_\_  
(Date) (Initials)

DRAFT



**Minutes of the**  
**City Commission for the City of Traverse City**  
**Study Session**  
**October 10, 2016**

A study session of the City Commission of the City of Traverse City was called to order at the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan, at 4 p.m.

Mayor Jim Carruthers, Brian Haas, Gary Howe, Richard I. Lewis (departed the meeting at approximately 5:30 p.m.), Amy Shamroe, and Tim Werner.

The following Commissioner was absent: Mayor Pro Tem Ross Richardson.

The Pledge of Allegiance was recited.

Mayor Jim Carruthers presided at the meeting.

1.

Presentation regarding an analysis on the economic productivity of properties within the City.

The following addressed the Commission:

Marty Colburn, City Manager  
Russell Soyering, City Planning Director  
Rick Buckhalter, 932 Kelley Street  
Ann Rogers, 12236 Peninsula Drive  
Kim Pontius, Traverse Area Association of Relators, 9372 Summerhill Drive, Garfield Township

(Commissioner Lewis departed the meeting)

2.

Discussion regarding automated metering infrastructure.

The following addressed the Commission:

Marty Colburn, City Manager  
Larry LaCross, GIS Coordinator  
Justin Roy, Water/Wastewater Superintendent

3.

Announcements from the City Clerk.

The following addressed the Commission:

Benjamin Marentette, City Clerk

4.

Public comment.

The following addressed the Commission:

Commissioner Gary Howe  
Benjamin Marentette, City Clerk  
Marty Colburn, City Manager

There being no objection, Mayor Jim Carruthers declared the meeting adjourned at 5:58 pm.



Benjamin C Marentette, MMC  
City Clerk

Approved: \_\_\_\_\_, \_\_\_\_\_  
(Date) (Initials)



The City of Traverse City

## Communication to the City Commission

FOR THE CITY COMMISSION MEETING OF OCTOBER 17, 2016

DATE: OCTOBER 13, 2016

FROM: <sup>mac</sup> MARTY COLBURN, CITY MANAGER

SUBJECT: BOARDMAN RIVER DAMS IMPLEMENTATION TEAM –  
PROFESSIONAL SERVICES FROM CONSERVATION RESOURCE  
ALLIANCE

Attached is a memo from City Treasurer/Finance Director William Twietmeyer asking for City Commission authorization of a reimbursement agreement with Conservation Resource Alliance in connection with its professional services provided to the Boardman River Dams Implementation Team (IT). We have budgeted \$20,000 for these services. (You may recall a reimbursement agreement was authorized at the July 20, 2015 regular meeting; that was for the prior fiscal year.)

The City is a member of the IT and Conservation Resource Alliance coordinates the team's efforts in this ongoing, complex project – the following are some of their key services provided:

- Maintaining the overall project plan, which involves multiple partners and coordination with the Army Corps of Engineers and other regulatory agencies
- Assistance in selecting professionals through a qualifications-based selection process
- Development of requests for qualifications (RFQs), requests for proposals (RFPs)
- First-level technical review of progress, billings and deliverables produced by professionals and recommend acceptance/payment
- Coordinate fund development work, including identification of major fund needs and the formulation of related action plans
- Prepare grant proposals and serve as fiduciary/grant manager as needed

- Serves as informational clearinghouse for all activities related to the IT and coordinates communications efforts

I recommend the following motion (5 affirmative votes required):

**that the Mayor and City Clerk execute a Reimbursement Agreement with Conservation Resource Alliance in the amount of \$20,000 for it to provide professional support services to the Boardman River Dams Implementation Team in connection with the Boardman River Dams Project, with funds available in the General Fund.**

MC/kez

K:\tcclerk\city commission\agreements\boardman river dam reimbursement agreement 20161017.doc

copy: William Twietmeyer, City Treasurer/Finance Director

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# Memorandum

The City of Traverse City



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To: Martin A. Colburn, City Manager  
From: William E. Twietmeyer, City Treasurer/Finance Director *W. E. T.*  
Subject: Implementation Team Reimbursement Agreement  
Date: October 7, 2016

In 2011, the City Commission approved a Reimbursement Agreement with the Boardman River Dams Implementation Team for the City's share of the administrative and managerial support services provided by the Conservation Resource Alliance for the Boardman River Dams Deconstruction Project. That agreement required the City to contribute \$20,000.

Ever since the 2011-12 fiscal year, the City has provided an annual payment of \$20,000 in conjunction with the approval of a new reimbursement agreement with the Conservation Resource Alliance.

The City has budgeted \$20,000 for the 2016-2017 fiscal year. We anticipate an invoice from the Conservation Resource Alliance for the 2016 calendar year. Attached is a copy of the reimbursement agreement with Conservation Resource Alliance for the 2016 calendar year. I am requesting that before I make payment, the city Commission formally approve the reimbursement agreement with Conservation Resource Alliance for their administrative and managerial support services along with approval of the payment of \$20,000 which is what the City budgeted for the 2016-2017 fiscal year. Please place this on the next City Commission agenda for their approval.



The City of Traverse City

## Communication to the City Commission

FOR THE CITY COMMISSION MEETING OF OCTOBER 17, 2016

DATE: OCTOBER 13, 2016

FROM: <sup>MAC</sup> MARTY COLBURN, CITY MANAGER

SUBJECT: RESOLUTION RECOGNIZING THAT MLGMA IS NOW MME

Michigan Municipal Executives (MME), formerly known as the Michigan Local Government Management Association (MLGMA), is a state affiliate of the International City/County Management Association (ICMA). The purpose of MME is to foster and encourage the personal and professional development of its members in order that they may better serve their communities and to promote, encourage, and preserve high ethical standards for municipal executives.

The MME name change is a result of an ongoing multi-year rebranding effort initiated in early 2015 by the late Michael Young, City Manager of Rockford and the association's past President. The rebranding initiative highlights our values of being optimistic, humble, driven, with the ability to adapt; while the new brand personality is founded on being confident, outgoing, informative, positive, and proud.

I recommend the following motion:

**That the Resolution Recognizing that the Michigan Local Government Management Association is now the Michigan Municipal Executives, be adopted.**

K:\tcclerk\city commission\resolutions\MLGMA is now MME\_20161017  
copy: Pat Sullivan, City Manager, City of Northville –  
[managementforum@listserv.mml.org](mailto:managementforum@listserv.mml.org)



**A Resolution Recognizing that the Michigan Local Government Association is now Michigan Municipal Executives**

- Because, the Michigan Local Government Management Association (MLGMA) is the state affiliate of the International City/County Management Association (ICMA), and
- Because, the Board of Directors and Membership of the MLGMA have conducted a vast overhaul to create a new branding image under the new name Michigan Municipal Executives, and
- Because, the mission statement of the Michigan Municipal Executives is, “Michigan’s Municipal Executives are dedicated to keeping communities running smoothly. By doing all of the things large and small, we are stewards of our cities, working in the background to make sure your home is highly livable, highly desirable, and built on a solid ground for the future. We make Michigan’s cities go.”, and
- Because, Michigan Municipal Executives seek to support optimistic, humble, adaptable, and driven municipal executives through professional development and other resources, and
- Because, your local government manager or administrator, acting in his/her role as the Chief Administrative Officer of the community, does so in the best interest of the overall community to create the highest quality of life for all of its citizens, and
- Because, the City Commission and the City of Traverse City do hereby support the Michigan Municipal Executives in their efforts to develop the municipal executive career and support municipal executives throughout the state now, therefore, be it
- Resolved,** that the City Commission does hereby recognize Michigan Municipal Executives and support the organization for the professional development and extraordinary services provided to professional managers throughout the State of Michigan.

I certify that this resolution was adopted by the City Commission for the City of Traverse City at its regular meeting held on October 3, 2016, in the Commission Chambers, Second Floor,

A Resolution Recognizing that the Michigan Local Government  
Association is now Michigan Municipal Executives

Pg. 2

Governmental Center, 400 Boardman Avenue,  
Traverse City, Michigan.

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Benjamin Marentette, MMC  
City Clerk



The City of Traverse City

## Communication to the City Commission

FOR THE CITY COMMISSION MEETING OF OCTOBER 17, 2016

DATE: OCTOBER 12, 2016

FROM: <sup>MAC</sup>MARTY COLBURN, CITY MANAGER

SUBJECT: SPECIAL LAND USE PERMIT EXTENSION REQUEST – 124 WEST FRONT STREET

City ordinance provides that if substantial construction has not commenced within two years of approval of a Special Land Use Permit, that the permit terminates unless extended by one year by the City Commission. Attached is a memo from City Planning Director Russell Soyring regarding a request from W. Keith Owen of Owen Architects, on behalf of Federated Properties, for a one-year extension of Federated Properties' Special Land Use Permit. The permit allows for the construction of a 65.5' tall, 5-story multi-use building. Mr. Owen articulates the basis for their request; and I recommend the City Commission approve the request.

Attached is the staff report related to this permit and the order granting; if the City Commission or a member of the public would like any of the other documentation related to this permit, the City Clerk's Office would be happy to provide it.

I recommend the following motion (5 affirmative votes required):

**That the City Commission approves the request from Owen Architects Collaborative, LLC on behalf of Federated Properties, LLC for a one-year extension of Special Land Use Permit 14-SLUP-02 (authorized November 17, 2014), which would extend the time by which construction must be substantially commenced to November 17, 2017.**

MC/bcm

k:\tcclerk\city commission\special land use permit\slup 14 02 124 west front extension

copy: W. Keith Owen, Keith Owen Architects – via fax  
Russell Soyring, City Planning Director

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# Memorandum

The City of Traverse City  
Planning Department



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TO: MARTY COLBURN, CITY MANAGER

FROM: RUSS SOYRING, PLANNING DIRECTOR *RSoyring*

SUBJECT: REQUEST TO EXTEND THE SPECIAL LAND USE PERMIT FOR 124 WEST FRONT STREET

DATE: OCTOBER 11, 2016

A letter was received from Mr. Keith Owen, architect for the proposed project at 124 West Front Street requesting the City for a one year extension of the Special Land Use Permit for a "Taller building". A Special Land Use Permit was granted by the City Commission for the 65.5 foot tall building on November 17, 2014. The permit expires after 2 years unless substantial construction has commenced. The Zoning Code, Section 1364.07 allows for the City Commission to extend that permit for one additional year if they feel such an extension is warranted.

Mr. Owen lists several reasons for the delay in the construction of this project, the most significant being that the Brownfield funding for the project was not approved until August 2016. The Planning Department is in support of extending the permit one additional year.

RS

Attachment: Letter from Keith Owen, Owen Architects,

# Owen Architects Collaborative, LLC

September 29, 2016

RE: 124 W. Front

Special Land Use Permit 14-SLUP-02

Mr. Russel A. Soyring AICP

Planning Director

City of Traverse City

400 Boardman Avenue

Traverse City, MI 49684

Dear Mr. Soyring,

This letter is submitted to formally request a one year extension of the Special Land Use Permit 14-SLUP-02 and associated Site Plan Approval which was granted by the City Commission on November 17, 2014 for the proposed project at 124 W. Front St.

The start of construction has been affected by the following issues:

1. Investigation and evaluation of appropriate mix of commercial and residential units.
2. Evaluation of residential unit types, sizes and configuration to best meet local market conditions.
3. The time required to achieve sufficient pre-sale of residential units to insure the long range success of the project.
4. The final resolution of Brownfield funding for the project was not finalized until August 2016.

# Owen Architects Collaborative, LLC

Please let the Owner and Architect know what, if any, additional information or documentation is required for this request to be acted on prior to the expiration of the SLUP in November of 2016.

Thank you for your assistance and cooperation.

Best Regards,

A handwritten signature in black ink, appearing to read "W. Keith Owen", with a long horizontal flourish extending to the right.

W. Keith Owen AIA

Cc Louis Ferris

# STAFF REPORT

14-SLUP-02

DATE: October 3, 2014

**APPLICANT:** W. Keith Owen, Owen Architects  
Collaborative, L.L.C.  
333 Touraine  
Grosse Pointe Farms, MI 48236

**PROPERTY OWNERS:** Federated Properties, LLC  
30955 Northwestern Hwy.  
Farmington Hills, MI 48334

**STATUS OF APPLICANT:** Architect.

**PROPERTY ADDRESS:** 124 W. Front Street.  
Tax I.D. # 28-51-706-004-00

**REQUESTED ACTION:** Construct a 5 story multi-use building with  
a building height of 65.5 feet.

**DESCRIPTION:** 124 W. Front Street. LOTS 14 THRU 24  
INCL HANNAH LAY & CO'S 5TH SUB &  
THT PRT OF BLOCK 26 OF ORIG PLAT  
LYING S OF BOARDMAN RIVER AND  
ADJ TO ABOVE REFERENCED LOTS  
(TAX DESCRIPTION).

**EXISTING CONDITIONS:**

**SITE SIZE:** 1.04 acres (275' x 165')

**TOPOGRAPHY:** Sloping from Front Street to Boardman  
River.

**VEGETATION:** Grass with some scrub vegetation.

**SOILS:** Remediated brownfield site with sandy  
soils.

**EXISTING ZONING:** C-4b (Regional Center District).

**SURROUNDING ZONING/LAND USE:**

NORTH: C-4a (Regional Center District) / Boardman River.  
SOUTH: C-4c (Regional Center District) / office and parking.  
EAST: C-4b (Regional Center District) / Record Eagle.  
WEST: C-4b (Regional Center District) / J&S Hamburger.

ZONING HISTORY: From 1958 to 1999 the property was zoned C-4 (Central Business District). In 1999 the property was rezoned to C-4b (Regional Center District).

**RELEVANT SECTIONS OF THE ZONING ORDINANCE:**

Chapter 1346 C-4 Regional Center Districts (p. 79).  
Section 1346.02 Uses Allowed By S.L.U.P. (p. 81).  
Section 1364.02 General Standards For SLUP Approval (p. 137).  
Section 1364.08(m) Specific Requirements for Taller buildings (p. 146).

**RELATIONSHIP TO THE CITY PLAN:**

The Future Land Use Map designates this neighborhood as a TC-5 Neighborhood. The TC-5 *Downtown* Neighborhood is the most formally and intensely developed neighborhood in the City Plan. The plan calls for the greatest building mass within the city with appropriate balance and scale. Buildings shall typically be placed close to the street or civic spaces to provide a sense of enclosure to the public realm.

The proposed plans are consisted with the goals and objectives of the TC-5 Urban Design Element.

**PUBLIC UTILITIES:**

There are adequate utilities to serve this building. Overhead electrical lines that run from the Warehouse District across the river south to Hannah Park are planned to be undergrounded in 2015. The developer will work with Traverse City Light and Power and City Engineering for a plan to have a power supply once the undergrounding takes place. A 12-inch water main is located in Front Street and on a City

owned parcel next to J&S Hamburger. An 8" sanitary sewer is located adjacent to the north west corner of the property behind the Record Eagle building. Utility connections shall require approval from the City Engineer.

**TRAFFIC**

The total square footage of the proposed building is 174,173 square feet which includes lower level parking and five floors. The project will consist of 33,526 square feet of lower level parking (70 spaces), 13,762 square feet of retail and 126,825 square feet of residential (47 dwelling units) The project is anticipated to generate approximately 1,347 trip ends per day based on the Trip Generation Manual. This number may be overly high as the Trip Generation Manual does not take into account that this project is located downtown where many trips utilize non-motorized travel (walking, biking) or utilize public transit.

**ACCESS:**

The underground parking is proposed to be accessed from Front Street. A complete sidewalk network is in the general vicinity and a pedestrian bridge and walkway connecting the Warehouse District to the downtown is planned to be constructed in 2015 and is adjacent to the property. All the bus lines can be accessed at the transit center site three blocks from the property. The boardwalk along the river is not a part of this project and would likely be a project initiated by the City. If the boardwalk was constructed the City would like a pedestrian easement from the property to cross the developer's property to access the boardwalk. The public transit service and sidewalk system will help to reduce the number of motor vehicle trip end generated by this project.

**PARKING:**

Parking is not required in the C-4 districts. However the applicant is proposing to construct lower level parking which will have accommodations for 70 parking spaces. Private parking areas are allowed in the C-4 District provided it can be a

demonstrated need for private parking which will not be satisfied by existing public parking within 500 feet of the proposed use. (See letter from Parking Services that indicates there is a demonstrated need for additional parking.)

## **ANALYSIS:**

### General Standards 1364.02:

- (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.

*The design of the building will be traditional masonry construction (brick veneer, stone, sill accents, etc.) with numerous windows and pedestrian entrances which will be harmonious with the character of the downtown and the general vicinity. The windows on the west elevation will not meet building code due to the close proximity to the property line. The applicant will need to secure more property or eliminate the windows.*

- (b) The use shall not be hazardous or disturbing to existing or planned future uses in the same general vicinity.

*The proposed 5-story mixed use of the building (retail, residential and parking) reflects the proposed land uses and intensities in the area. Taller and larger buildings are intended for the TC-5 Neighborhood type. The Zoning Code required a minimum height of 30 feet.*

- (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.

*The proposed building is located on Front Street and across from Pine Street which are designated as collector streets. Nearby are Division Street and Grandview Parkway which are designated as arterials. Schools should not be significantly impacted by the proposed residential dwellings in this building. There are adequate utilities to serve this building. Overhead electrical lines that run from the Warehouse District across the river south to Hannah Park are planned to be undergrounded in 2015. The developer will work with Traverse City Light and Power and City Engineering for a plan to have a power supply once the undergrounding takes place. A 12-inch water main is located under Front Street and on a City owned parcel next to J&S Hamburger. An 8" sanitary sewer is located adjacent to the northwest corner*

*of the property behind the Record Eagle building. The City Engineer has provided a memo as to the specific requirements for the utility connections.*

- (d) The use shall not create excessive additional requirements at public cost for public facilities and services.

*The pedestrian bridge and electrical undergrounding are planned capital project improvements to the district. The building will not create any excessive expenditures with public funds.*

- (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.

*The current street system can support the potential increased traffic volume. The proposed use of retail, residential, and a parking will not involve activities, processes, materials, equipment or nuisances that will be detrimental to any person or property. Storm water runoff control will need to meet the requirements of Chapter 1068.*

- (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.

*There are no historic buildings on the site. The parcel is a brownfield which was cleared several years ago as part of the overall development of the site.*

- (g) Elements shall relate to 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 design of the building has prominent store fronts with numerous windows and pedestrian entrances which will help break up the length of the building. The scale, materials and details in the design of the proposed building appear to reflect and reinforce the downtown development pattern and improve the pedestrian experience through an enhanced streetscape. The design uses vertical and horizontal relief to make components of the building in scale to other downtown buildings.*

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

*The uses proposed for the building are permitted by right in the C-4 District. Taller buildings greater than 60 feet are allowed as a special use if all of the general and specific standards are met.*

- (i) The specific requirements outlined in each applicable section of this Zoning Code shall be satisfied.

*The plans submitted appear to be substantially in compliance with the Zoning Code*

#### Specific Requirements 1364.08 (m)

- (1) The building stories and height are consistent with Section 1368.01.

*The permitted building height for the C-4b Zoning District is as follows:*

*60 feet maximum. Sixty-eight (68) feet in height is allowed if at least 20% of the building is designed and used for dwellings.*

*The proposed 5- story building will have a height of 65.5 feet to the roof deck at the west end of the building on Front Street. Not including the lower level parking area (which is for the residents) the building consists of 90% residential dwellings.*

- (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.

*There will rooftop mechanical equipment located in the center of the building roof which will be screen by a 4 foot tall parapet wall that goes around the entire roof structure.*

- (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.

*No steeples or other architectural embellishments are planned as apart of this project.*

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

*The applicant will be presenting a computer model from different vantage points at the public hearing.*

#### **RECOMMENDATION:**

Staff recommends that Special Land Use Permit No. 14-SLUP-02 to construct an 5-story, 65.5 foot, mixed-use building be approved contingent on the following:

1. The applicant and owner continue to work with City Engineering and Light and Power on utility extensions and service lines.
2. The owner shall be responsible for extending and relocating service extensions to the proposed building. These utilities must meet all applicable ordinance and City requirements.
3. If relocation of public utilities is necessary, the applicant will be responsible in providing the City any easement necessary for relocation.
4. The stormwater requirements outlined in the City Ordinance are met.
5. If the public riverwalk is constructed adjacent to the parcel and extends down to Union Street a mutually agreeable pedestrian easement between the City and the owner shall be provided.
6. Audio and visual devices for managing conflicts between pedestrians and vehicular traffic entering and exiting the building shall be provided.
7. The public sidewalk along Front Street shall extend across the proposed driveway.
8. Windows on the west side shall reflect the general window pattern in the submittal on the west elevation.

# Site Plan Review

## Staff Report

October 3, 2014

14-SPR-01: Prepared for property commonly known as 124 West Front Street

SITE PLAN REQUIREMENTS CHECKLIST		
Yes	No	Site plans are required to meet the following requirements:
x		Filing fee
x		Sealed by a registered architect or engineer (except site plans to be referred to the Planning Commission for approval may defer this requirement until receiving Planning Commission approval.)
x		Drawn to scale with a scale on the plan
x		Rendered on a minimum sheet size of 24 inches by 36 inches
x		Legal description
x		Property lines and dimensions
x		North arrow
x		Date
x		Vicinity map
x		Property owner's and applicant's name and address
x		Preparer's name and address
x		Street names
x		Existing street and alley widths
x		Location and width of utility easements
x		Size and location of existing and proposed utilities and building service lines
x		The zoning classification of the site and surrounding properties and, where applicable, the zoning request
x		Required setback lines, lot size, lot coverage (impervious surface) and any variance to be requested.  <i>It appears the upper level shading device extends into the Front Street right-of-way approximately 6 inches. This device will need to be reduced in size or an encroachment</i>

CITY OF TRAVERSE CITY

ORDER GRANTING

SPECIAL LAND USE PERMIT NO. 14-SLUP-02

Pursuant to City Zoning Ordinance §1364, *Special Land Use Regulations*, the City Commission hereby grants a special land use permit for the following:

Street Address: 124 W Front Street

Property Description: LOTS 14 THRU 24 INCL HANNAH LAY & CO'S 5TH SUB & THT PRT OF BLOCK 26 OF ORIG PLAT LYING S OF BOARDMAN RIVER AND ADJ TO ABOVE REFERENCED LOTS (TAX DESCRIPTION) .

Special Use: Allowance for a Taller Building

Applicant: W. Keith Owen, Owen Architects Collaborative, L.L.C.  
333 Touraine  
Grosse Pointe Farms, MI 48236

Owners: Federated Properties, LLC  
30955 Northwestern Hwy.  
Farmington Hills, MI 48334

It is determined that the application is consistent with the intent of the Zoning Ordinance and the standards and requirements therein contained. The findings of fact and reasons upon which this determination is based are as follows:

1. The attached Statement of Conclusions is incorporated herein by reference.
2. The procedures and requirements for special land use decisions required by law and ordinance have been followed.
3. Any conditions imposed are necessary to carry out the intent, purpose and standards of the ordinance and to protect the public health, safety and welfare.

The land use authorized by this Order shall be in accordance with the application, site plan and final material submitted by the applicant showing the development and use of the land. The land use and this Permit and Order shall also be subject to the following conditions and restrictions:

**Conditions**

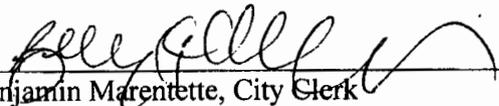
1. The applicant and owner continue to work with City Engineering and Light and Power on utility extensions and service lines.
2. The owner shall be responsible for extending and relocating service extensions to the

proposed building. These utilities must meet all applicable ordinance and City requirements.

3. If relocation of public utilities is necessary, the applicant will be responsible in providing the City any easement necessary for relocation.
4. The stormwater requirements outlined in the City Ordinance are met.
5. If the public riverwalk is constructed adjacent to the parcel and extends down to Union Street a mutually agreeable pedestrian easement between the City and the owner shall be provided.
6. Audio and visual devices for managing conflicts between pedestrians and vehicular traffic entering and exiting the building shall be provided.
7. The public sidewalk along Front Street shall extend across the proposed driveway.
8. Windows on the west side shall reflect the general window pattern in the submittal on the west elevation.

This order shall not be deemed to be City approval for anything other than the zoning approval for the expressed Special Land Use Permit described above, and shall not relieve the owner or occupier of the land from obtaining any other license, permit or approval required by law or ordinance. The land use and this permit and order shall also be subject to the provisions of Traverse City Code Section 1364.02, General Standards and 1364.08, Specific Requirement Section as may be amended from time to time and all other ordinances of the City of Traverse City.

I hereby certify that the above Order was adopted on November 17, 2014 at a regular meeting of the City Commission of the City of Traverse City at the Commission Chamber, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan.

  
\_\_\_\_\_  
Benjamin Marentette, City Clerk

Dated: NOV. 18, 2014

## STATEMENT OF CONCLUSIONS

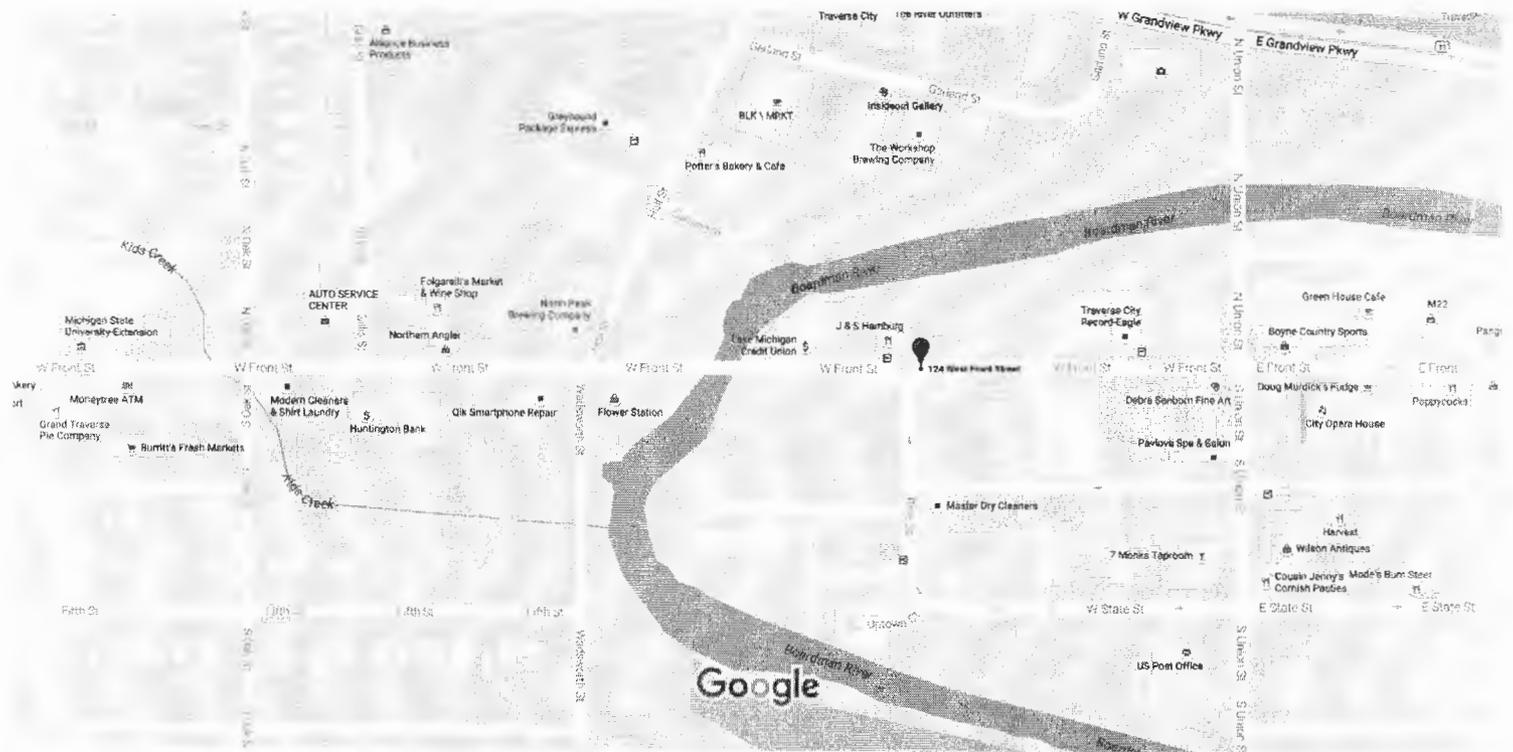
The following statements of conclusion and determinations of fact supported by evidence submitted to the City in connection with Special Land Use Permit Application No. 14-SLUP-02 from W. Keith Owen of Owen Architects Collaborative, LLC:

- a. The use will 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 will not be hazardous or disturbing to existing or planned future uses in the same general vicinity.
- c. The use will be serviced adequately by existing public facilities and services, such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewer facilities and schools.
- d. As approved, the use will not create excessive additional requirements at public cost for public facilities and services.
- e. The use will 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. Historic buildings or landmarks will not be affected by the development.
- g. Elements will 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 will be consistent with the intent and purposes of the zoning district.

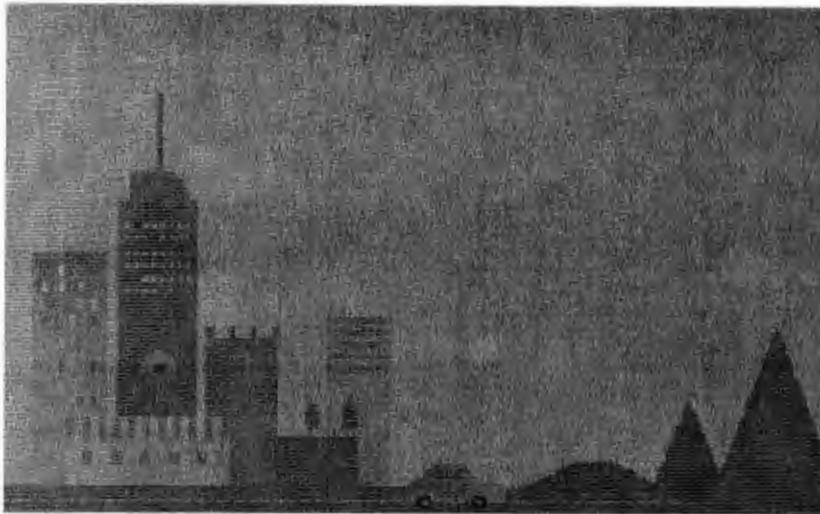
Google Maps

124 W Front St

Located on North Side of Street



Map data ©2016 Google 100 ft



124 W Front St  
Traverse City, MI 49684



The City of Traverse City

## Communication to the City Commission

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FOR THE CITY COMMISSION MEETING OF OCTOBER 17, 2016

DATE: OCTOBER 13, 2016  
FROM: MARTY COLBURN, CITY MANAGER  
SUBJECT: WATER SYSTEM VALVE REPAIR

Attached are memos from Dave Green, DPS Director and Justin Roy, Water/Wastewater Maintenance Superintendent, requesting a service order to repair water valves in the water system.

I recommend the following motion (5 affirmative votes required):

**that the City Manager be authorized to issue a service order to City Services, Inc. in the amount of \$19,000.00, to perform two valve insertions with funds available in the Water Fund.**

MC/jd

cc: Dave Green, DPS Director  
Justin Roy, Water/Wastewater Maintenance Superintendent

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# Memorandum

The City of Traverse City  
Department of Public Services



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TO: Martin Colburn, City Manager  
FROM: Dave Green, DPS Director *DG*  
DATE: October 7, 2016  
SUBJECT: Water System Repair Service Order Request

Attached is a memorandum from Justin Roy, Water/Wastewater Maintenance Superintendent, explaining his request for a service order required in conjunction with the recently completed Ninth Street Reconstruction Project. As Justin points out during the valve exercising operations in preparation of replacing the water main during the street reconstruction project one valve broke and another was discovered in the off position and cannot be opened. These valves need to be replaced. Typically, we would shut down the main, cut out the old valves and replace them with new. For some reason, in this location the valve configuration is not typical and the next closest valve we need to shut off the system to do the work is 4 to 5 blocks away and involves many residential and commercial customers.

Justin believes it would be in our best interest to use a newer technology repair technique that uses line stops and valve insertions. This method allows for continuous service to our customers. He obtained quotes from three qualified contractors that do this type of specialty work and is comfortable with the low quote given by City Services Inc. In this unique situation I concur with Justin's recommendation.

Therefore, please request City Commission approval of a service order in the amount of \$19,000.00 to City Services, Inc. out of Grand Rapids, MI. to perform two valve insertions with funds available in the Water Fund.



**CITY OF TRAVERSE CITY  
WATER/WASTEWATER MAINTENANCE**

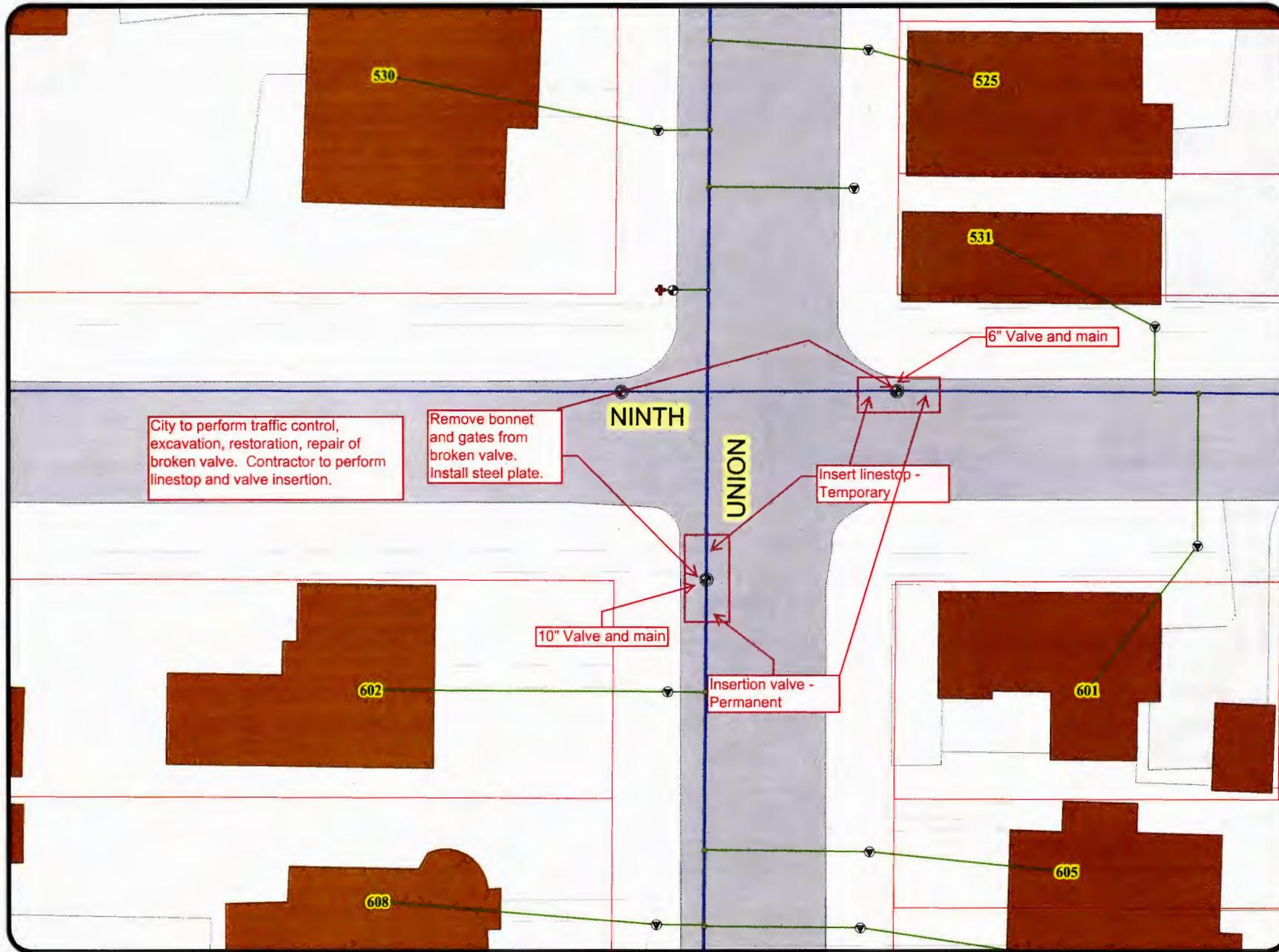
**TO:** DAVE GREEN, DPS DIRECTOR  
**FROM:** JUSTIN ROY, WATER/WASTEWATER MAINTENANCE SUPERINTENDENT  
**SUBJECT:** UNION ST WATER SYSTEM REPAIRS  
**DATE:** 10/7/2016  
**CC:**

JR

This year, the City had a construction project on 9<sup>th</sup> St from Union to Pine. This project involved replacing the 6 inch water main with new 8 inch main. During the process of exercising the valves that were needed to shut down the water main, the 10 inch valve on Union Street broke and is no longer operable. It was also discovered that the adjacent 6 inch valve on the northeast side of this same intersection was broken in the off position. Normally, we would only need to shut down 1-2 blocks of water main to change a valve. However, due to the valve configuration at this location, it would be necessary to shut down 4-5 blocks which would include numerous businesses and restaurants.

The alternative to this is to install "Line-Stops" and "Valve Insertions". This method will allow us to isolate the broken valves within one excavation for each broken valve. We have used this method in the past at numerous locations in the City, with great success and no impact to City customers and residents.

I've obtained three quotes from contractors that we have used in the past. I recommend issuing a service order in the amount of \$19,000.00 to City Services Inc. to perform the valve installations.



Legend

- Water Hydrant
- Valve Type, Vitrified/Non
- Valve Type, Safety, No
- Valve Type, Safety, Yes
- Valve Type, Pack, Yes
- Gate, No
- Gate, Yes
- Plug, No
- Water Curb Stop Valves
- CV Air Release
- PR Valve
- Pressure Reducing Valve
- Bend
- Cap
- Coupling
- Crack
- Expansion Joint
- Offset
- Reducer
- Slave
- Slend/Spice
- Tap
- Te
- Wye
- Commercial
- Domestic
- Fire
- Hydrant Lateral
- Industrial
- Irrigation
- Water Closures
- Enclosed Storage Facility
- Pump Station
- Treatment Plant
- Water Mains
- Diameter
- 1 - 4
- 5 - 8
- 9 - 12
- 13 - 18
- 19 - 30
- Pericle



1 Inch = 21 feet

This map is based on digital databases from the City of Traverse City. Traverse City cannot accept any responsibility for errors, omissions or positional accuracy. There are no warranties expressed or implied.



The City of Traverse City

## Communication to the City Commission

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FOR THE CITY COMMISSION MEETING OF OCTOBER 17, 2016

DATE: OCTOBER 13, 2016  
FROM: <sup>MC</sup>MARTY COLBURN, CITY MANAGER  
SUBJECT: 2016/2017 VEHICLE REPLACEMENT PURCHASES

Attached are memos from Dave Green, DPS Director and Dave Courtad, Garage Superintendent, regarding the approval to declare a 2007 International plow truck and a Swenson sander surplus, and to approve the planned purchases of a new cab and chassis, and new equipment package for same.

I recommend the following motion (5 affirmative votes required):

**that the City Manager be authorized to declare Vehicle #107, a 2007 International plow truck and equipment #232, a Swenson sander surplus, and that the City Manager be authorized to issue a purchase order to Grand Traverse Diesel in the amount of \$127,115.00 for the purchase of one 2017 Western Star 4700SB's cab and chassis, and a purchase order to Truck and Trailer Specialties in the amount of \$110,088.00 for the required equipment package for said truck, with funds available in the Garage Fund for this planned vehicle and equipment replacement purchase.**

MC/jd

cc: Dave Green, DPS Director  
Dave Courtad, Garage Superintendent

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# Memorandum

The City of Traverse City  
Department of Public Services



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TO: Marty Colburn, City Manager  
FROM: Dave Green, DPS Director   
DATE: October 7, 2016  
SUBJECT: 2016/2017 Vehicle Replacement Purchase

Attached is a memorandum from Dave Courtad, Garage Superintendent, outlining the process he used to receive prices in order to purchase a fully outfitted heavy duty tandem axle plow truck. This plow truck will be used by the Streets Division to plow streets and alleys, spread salt and sand, and haul snow and other material. The process includes purchasing the cab and chassis from one type of manufacturer and the required equipment from another.

For the cab and chassis we bid it out using the typical resources for informing bidder's including the newspaper and City website as well as making some additional contact attempts, only to receive one bid from Grand Traverse Diesel Service in the amount of \$127,115.00 for a 2017 Western Star 4700SB. Staff has since analyzed comparable purchases around the state and are confident GT Diesel's prices are competitive and I concur that the bid price is fair for the cab and chassis package.

The required equipment that needs to be purchased and installed on this truck in order to make it functional includes a dump box, sander, underbody plow, front plow hitch, tarps, lights, and the hydraulic system that operates the equipment. This required equipment is available from Truck and Trailer Specialties of Boyne Falls through a State of Michigan MI Deal contract, # 071B5500010. The MI Deal Extended Purchasing Program allows Michigan local units of government to benefit from the State's negotiating and purchasing power by permitting them to purchase from the State's contracts on the same terms, conditions, and prices as State government. The cost of the equipment through the MI Deal contract, along with the installation, totals \$110,088.00.

Please request that the City Commission declare vehicle # 107, a 2007 International plow truck and equipment # 232, a Swenson sander, surplus and approve a purchase order to Grand Traverse Diesel in the amount of \$127,115.00 for one 2017 Western Star 4700SB's cab and chassis and a purchase order to Truck and Trailer Specialties of Boyne Falls for the required equipment package for said truck in the amount of \$110,088.00 with funds available in the Garage Fund for this planned vehicle and equipment replacement purchase.

**City of Traverse City, Michigan  
INTERNAL SERVICE FUND  
GARAGE FUND  
2016-17 Vehicle Replacement Schedule**

<b>Department</b>	<b>Vehicle Description</b>	<b>Estimated Replacement Costs</b>
Police	2011 Ford Crown Vic Patrol Vehicle	\$ 30,000
Police	2011 Ford Crown Vic Patrol Vehicle	30,000
Police	2011 Ford Crown Vic Patrol Vehicle	30,000
Police	2006 Harley Davidson Patrol Motorcycle	20,000
Police	2006 Harley Davidson Patrol Motorcycle	20,000
Police	2005 Harley Davidson Patrol Motorcycle	20,000
Streets	2007 Dodge Dakota Pickup	35,000
Cemetery	2005 F350 Pickup W/Plow	50,000
Parks	2005 International Tree Truck with 55' Bucket	260,000
Water Distribution	1999 Ford F150 Pickup	35,000
Parks	2005 Ford F150 Pickup	35,000
Wastewater	2007 Freightliner FL80 W/Rodder, Vacuum	420,000
Wastewater	2007 Ford F250 W/Utility Body	65,000
* Streets	2007 International W/Dump, Sander & Plow	245,000
Light & Power Service	2007 Freightliner W/55' Bucket	290,000
Light & Power Service	2006 International W/Pole Digger	291,721
Wastewater	2002 Ford E450 Truck W/Sewer Camera	175,000
Streets	1991 Sullair Trailer Air Compressor	25,000
Streets	1992 Swensen Sander System	20,000
Police	Six (6) Detective Vehicles-First Time Purchase	175,000
<b>Estimated Total Replacement Cost</b>		<b>\$ 2,271,721</b>

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# Memorandum

The City of Traverse City  
Department of Public Works



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**TO: Dave Green DPS Director**

**CC:**

**FROM: Dave Courtad Garage Superintendent**

**DATE: September 30, 2016**

**SUBJECT: Equipment purchase**

**Bids were solicited to purchase and deliver a Heavy Duty, Diesel Powered, Tandem Axle Truck, only one Bid was received from Grand Traverse Diesel Service Inc. of Traverse City, Mi. The Bid is for a 2017 Western Star Tandem Axle Truck Model 4700SB in the amount of \$127,115.00.**

**In addition please find a Quote from Truck and Trailer Specialties of Boyne City, Mi. for the up fitting of the Truck to outfit it to be a Dump/Plow/Sander Truck using the State MiDeal Contract # 071B5500010 in the amount of \$110,088.00.**

**This Vehicle when completed will be used by the Streets Division in Street Plowing and construction activities.**

**Would you please request of the City Commission to Authorize Purchase Orders to Grand Traverse Diesel Service Inc. of Traverse City in the amount of \$127,115.00 and to Truck and Trailer Specialties of Boyne City in the amount of 110,088.00.**

**Would you also please request them to Declare Surplus Garage Equipment #107 a 2007 International Model 7600 Plow/Dump Truck and Garage Equipment # 232 a Swenson EV100-13 Sander.**

**This is a planned purchase and funds are available in the Garage Fund.**

A handwritten signature in black ink, appearing to be 'D. Courtad', written over a light blue rectangular stamp.



The City of Traverse City

## Communication to the City Commission

FOR THE CITY COMMISSION MEETING OF OCTOBER 17, 2016

DATE: OCTOBER 13, 2016

FROM: <sup>mm</sup> MARTY COLBURN, CITY MANAGER

SUBJECT: ORDINANCE AMENDMENT - ACCESSORY DWELLING UNITS  
INCREASE IN LIMIT – INTRODUCTION

Attached is a memo from Planning Director Russell Soyring indicating the Planning Commission's recommendation to keep the Accessory Dwelling Unit limit the same as it currently stands, 10 registered units per calendar year. As indicated by Mr. Soyring, a public hearing was held on October 4<sup>th</sup> resulting in the Planning Commission voting down a motion to double the limit of registered units per calendar year. Please see the attached documentation which outlines information presented by staff to the Planning Commission.

As indicated in the September 29, 2016, communication from Mr. Soyring, the Planning Commission intends to take this back up in the spring once the ordinance has been in effect for two years. The following motion would essentially concur with that direction:

**That staff present the City Commission with a recommendation of the Planning Commission with respect to increasing the number of new accessory dwelling units allowed each year by March 20, 2017.**

The following motion would introduce an amendment to the Code of Ordinances to increase the Accessory Dwelling Unit limit:

**that an amendment to the Traverse City Code of Ordinances, Section 1332.01, Accessory Dwelling Units Increase in Limit, which would double the maximum number of newly registered Accessory Dwelling Units per year, which was not recommended by the Planning Commission, be introduced and scheduled for possible enactment on November 7, 2016.**

MC/bcm

K:\tcclerk\city commission\ordinance amendments\Increase ADU Lmit\_Intro\_20161017.doc

copy: Russell Soyring, City Planning Director



## Communication to the Planning Commission

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FOR THE MEETING OF:           October 4, 2016

FROM:                           Russ Soyring, Planning Director

SUBJECT:                       Accessory Dwelling Amendment

DATE:                           September 29, 2016

The Planning Commission has been directed by the City Commission to consider an amendment to the Accessory Dwelling Unit (ADU) ordinance and set a public hearing on the matter. The Planning Commission set the public hearing at their September 7, 2016 regular meeting.

The Planning Commission asked staff to compile additional information on the permitted Accessory Dwelling Units in the City. Additional information has been gathered and is summarized below.

There have been 20 permits issued for ADU's since April 2015 (see ADU site location map). Of those 20 permits, 9 ADU's have achieved completion (issued a certificate of occupancy.) The 9 completed ADU's are located at the following addresses:

- 311 W 9<sup>th</sup> St
- 302 W 11<sup>th</sup> St
- 311 W. 11<sup>th</sup> St
- 300 Birchwood
- 533 N Spruce St
- 529 Washington St
- 1033 Washington
- 619 Webster
- 709 Webster

Of the 9 completed ADU's, 4 are occupied for long-term stay, 3 unoccupied (or occasionally used by family members) and 2 owners have not responded to our inquiry regarding occupant status.

In the ADU ordinance, condition 12 states that each ADU is subject to "annual administrative review." Staff has interpreted "annual administrative review" to include updating the ADU site location map, checking the Assessor's database to ensure the owner occupies the property, and contacting each ADU property owner to inquire about lease status.

Since the ADU ordinance has been in effect, the zoning administrator has received 1 complaint about what someone perceived as an ADU being too tall. Upon review, it was determined that this structure was not an ADU, but rather a finished recreation room above a garage. It's worth noting that a resident in the City can have a 2 story garage with finished space above. It can be heated, plumbed, have a bathroom, etc. It just cannot have a kitchen or food-preparation area. The

ordinance defines a *dwelling unit* as "1 or more rooms with bathroom and principal kitchen facilities designed as a self-contained unit for occupancy by 1 family for living, cooking and sleeping purposes. The existence of a food preparation area within a room or rooms shall be evidence of the existence of a dwelling unit." Over the years, there have been many land use permits issued for this type of construction (finished space above a garage not containing a dwelling unit).

The zoning administrator has sent letters over the years regarding illegal dwellings (mostly for illegal duplexes). Typically, a complaint is made to the planning and zoning office. The zoning administrator will send a letter to the owner informing them of the complaint. Upon review, the owner then removes the food preparation area. In some cases, these dwellings are determined to be legal non-conforming uses (grandfathered). A list of all of the known legal non-conforming uses in the City is attached.

An ADU survey (see attached) was created and mailed to the owner and neighbors of the 9 completed ADU's. The ADU owner, ADU occupant and adjacent neighbors on either side of the ADU including across the alley received the survey. Responses summarized below:

- 68 surveys were mailed
- 1 returned by post office as undeliverable
- 11 surveys were received
- 2 respondents own the ADU
- 8 respondents live or own property near the ADU
- 1 respondent provided an anecdotal response and did not answer our specific questions
- Most respondents (7) did not have issues to report, but others cited parking, increased traffic and that ADU's are difficult to track, could be illegal ADU's or could be weekly rentals
- Most respondents (7) agree with the current conditions allowing ADU's, but others cited ADU concentration concerns, and parking concerns.
- Most respondents (6) support no change to the 10 per year limit, 5 respondents support increasing the cap to 20 or unlimited (1 with the caveat that parking is required).

After reviewing the information gathered, it is staff's recommendation to not proceed with an amendment to the ADU ordinance at this time. The ordinance is still in its infancy. As noted after the Planning Commission's discussion on the topic on May 3, 2016, the Planning Commission is scheduled to review the ADU ordinance in April 2017 after the ordinance has been in effect for 2 full years.

After the Public Hearing, if you approve of the amendment, the following motion would be appropriate:

**I move that an amendment to the Traverse City Code of Ordinances, Single Family Dwelling Districts (R-1a and R-1b), Section 1332.01 *Uses Allowed*, regarding changing the conditions allowing accessory dwelling units be recommended for approval to the City Commission.**

If you do not approve of the amendment, the following motion would be appropriate:

**I move that an amendment to the Traverse City Code of Ordinances, Single Family Dwelling Districts (R-1a and R-1b), Section 1332.01 *Uses Allowed*, regarding changing the conditions allowing accessory dwelling units be denied and that recommendation be passed on to the City Commission.**

Attachment: Accessory Dwelling Unit draft amendment  
ADU site location map  
Legal Nonconforming Use list  
ADU Survey letter and ADU Survey  
Infographic explaining ADU's  
2 articles about ADU's (Property values, Summing up ADU research)

RAS:ml

# TRAVERSE CITY CODE OF ORDINANCES

ORDINANCE AMENDMENT NO. \_\_\_\_\_

Effective date: \_\_\_\_\_

TITLE: ACCESSORY DWELLING UNITS INCREASE IN LIMIT

THE CITY OF TRAVERSE CITY ORDAINS:

That the Single Family Dwelling Districts Section 1332.01, *Uses Allowed*, of the Zoning Code of the Traverse City Code of Ordinances, be amended to read in its entirety as follows:

1332.01 - Uses allowed.

The following uses of land and buildings, together with accessory uses, are allowed in the Single-Family districts:

- Accessory Dwelling Units meeting the following requirements:

The intent of this section is to:

- (a) Preserve and maintain the character of predominately single-family residential neighborhoods while broadening housing choices.
- (b) Have owner-occupancy to provide the necessary on-site supervision that enhances maintenance and the preservation of the character of the City's single-family neighborhoods.
- (c) Prevent disruption in the stability of the single-family neighborhoods, speculation and absentee ownership.
- (d) Diversify housing options and create more affordable housing within existing single-family neighborhoods.
- (e) Enhance neighborhood stability by providing extra income that potentially could allow homeowners to live in their houses longer and maintain their property better.
- (f) Provide homeowners with a means of accommodating extended families, companionship, security, or services through tenants in either the accessory dwelling unit or principal dwelling.
  - (1) The existing site and use are substantially in compliance with this Zoning Code.
  - (2) There shall be a maximum limit of ~~10-20~~ newly registered accessory dwelling units per calendar year.
  - (3) The accessory dwelling unit is allowed only on a lot having at least 5,000 square feet.
  - (4) Only 1 accessory dwelling unit per parcel is allowed with a maximum of 2 dwellings per parcel.
  - (5) The accessory dwelling unit is clearly incidental to the principal dwelling unit and the structures' exterior appear to be single-family.
  - (6) Accessory dwelling units must meet the following additional requirements:
    - a. *Location of entrances.* Only 1 entrance may be located on the façade of the primary dwelling facing the street, unless the primary dwelling contained additional entrances before the accessory dwelling unit was created. An exception to this regulation is entrances that do not have access from the ground such as entrances from balconies or decks.

- b. *Exterior stairs.* Fire escapes or exterior stairs for access to an upper level accessory dwelling shall not be located on the front of the primary dwelling.
- (7) Individual site plans, floor plans, elevation drawings and building plans for the proposed accessory dwelling unit shall be submitted with the application for a land use permit.
  - (8) The accessory dwelling unit incorporated in the principal dwelling may be no more than 800 square feet or the size of the principal dwelling, whichever is less. A unit in an accessory building may not exceed 800 square feet and must meet all the requirements of Section 1332.07. The accessory dwelling unit must have at least 250 square feet of gross floor area.
  - (9) At least 1 owner of record shall occupy either the primary dwelling unit or the accessory dwelling unit. The owner occupant shall meet the requirements for a principal residence tax exemption.
  - (10) The accessory dwelling unit shall be registered with the City Clerk's office.
  - (11) The accessory dwelling unit shall not be leased for a period of less than 3 months at a time. Upon request of the City, the owner of record shall provide a lease agreement evidencing the length of the lease.
  - (12) Each registered Accessory Dwelling Unit is subject to annual administrative review by the City. Registrant shall provide additional information as requested by the City.
- Adult foster care family home;
  - Athletic fields;
  - Boat houses if they are an accessory use, if they are designed for housing a boat, if provisions are made for routing of any boardwalk, and if proper state and federal permits are obtained;
  - Community Gardens;
  - Dwellings, single-family;
  - Essential services;
  - Golf courses;
  - Home occupations subject to the following conditions:
    - (1) A home occupation shall be conducted within the dwelling which is the bona fide residence of the principal practitioner of the occupation, or in a building accessory to such dwelling.
    - (2) All business activity and storage shall take place within the interior of the dwelling and/or accessory building.
    - (3) No alteration to the exterior of the residential dwelling, accessory building or yard that alters the residential character of the premises is permissible.
    - (4) The home occupation shall not generate vehicular traffic beyond 8 trip-ends per day.
    - (5) Only off-street parking facilities customary for a residential use and located on the premises may be used.
    - (6) No vehicles used in the conduct of the occupation may be parked, kept or otherwise be present on the premises, other than such as are customarily used for domestic or household purposes.
    - (7) Home occupations shall be conducted solely by persons residing at the residence, and no more than 2 such persons shall be employed in the home occupation.

- (8) Any sign identifying the occupation must conform to the regulations of Traverse City Code Chapter 1476, Signs.
  - (9) No sale or rental of goods is allowed on the premises, except as secondary and incidental to the furnishing of a service.
  - (10) Instruction in crafts and fine arts are recognized as allowable home occupations if they meet the above conditions.
  - (11) The use shall not generate noise, vibration or odors detectible beyond the property line.
- Medical marihuana cultivation on a parcel containing 1 single-family dwelling meeting the following requirements:
    - (1) No more than the maximum number of plants 1 person may cultivate under the Michigan Medical Marihuana Act shall be cultivated per parcel;
    - (2) The medical marihuana cultivation shall comply at all times with the Michigan Medical Marihuana Act and the General Rules of the Michigan Department of Community Health, as they may be amended from time to time;
    - (3) All medical marihuana plants cultivated shall be contained within a fully enclosed locked facility inaccessible on all sides and equipped with locks or other security devices that permit access only by the primary caregiver or qualifying patient cultivating the plants;
    - (4) Cultivation shall be conducted so as not to create unreasonable dust, glare, noise, odors, or light spillage beyond the parcel and shall not be visible from an adjoining public way;
    - (5) The principal use of the parcel shall be a dwelling and shall be in actual use as such.
    - (6) No transfer of medical marihuana to qualifying patients other than qualifying patients residing on the parcel shall occur.
    - (7) No alteration to the exterior of the residential dwelling, accessory building or yard that alters the residential character of the premises is permissible.
    - (8) No vehicles used in cultivation may be parked, kept or otherwise be present on the parcel, other than such as are customarily used for domestic or household purposes.
  - Medical marihuana cultivation on a parcel containing more than 1 single-family dwelling, a two-family dwelling, or a multiple family dwelling meeting the following requirements:
    - (1) No more than 12 medical marihuana plants shall be cultivated per dwelling unit;
    - (2) The medical marihuana cultivation shall comply at all times with the Michigan Medical Marihuana Act and the General Rules of the Michigan Department of Community Health, as they may be amended from time to time;
    - (3) All medical marihuana plants cultivated shall be contained within a fully enclosed locked facility inaccessible on all sides and equipped with locks or other security devices that permit access only by the primary caregiver or qualifying patient cultivating the plants;
    - (4) Cultivation shall be conducted so as not to create unreasonable dust, glare, noise, odors, or light spillage beyond the dwelling unit and shall not be visible from an adjoining public way;
    - (5) The principal use of the dwelling unit shall be a dwelling and shall be in actual use as such;
    - (6) No transfer of medical marihuana to qualifying patients other than qualifying patients residing within the dwelling unit shall occur;

- (7) No alteration to the exterior of the residential dwelling, accessory building or yard that alters the residential character of the premises is permissible.
- (8) No vehicles used in cultivation may be parked, kept or otherwise be present on the parcel, other than such as are customarily used for domestic or household purposes.
- Playgrounds;
- Tourist homes meeting the following requirements:
  - (1) Rooms utilized for sleeping shall be part of the primary residential structure and shall not be specifically constructed or remodeled for rental purposes.
  - (2) The tourist home shall not be closer than 1,000 feet to an existing licensed tourist home.
  - (3) The exterior appearance of the structure shall not be altered from its single-family character.
  - (4) There shall be no separate or additional kitchen facility for the guests.
  - (5) Off-street parking shall be provided as required by this Zoning Code and shall be developed in such a manner that the residential character of the property is preserved.
  - (6) A site plan is approved according to the Zoning Code. Certain site plan information may be waived at the discretion of the Planning Director.
  - (7) A City tourist home license is maintained.
  - (8) A tourist home shall be an incidental and secondary use of a dwelling unit for business purposes. The intent of this provision is to ensure compatibility of such business use with other permitted uses of the residential districts and with the residential character of the neighborhoods involved, and to ensure that tourist homes are clearly secondary and incidental uses of residential buildings.

The effective date of this Ordinance is the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

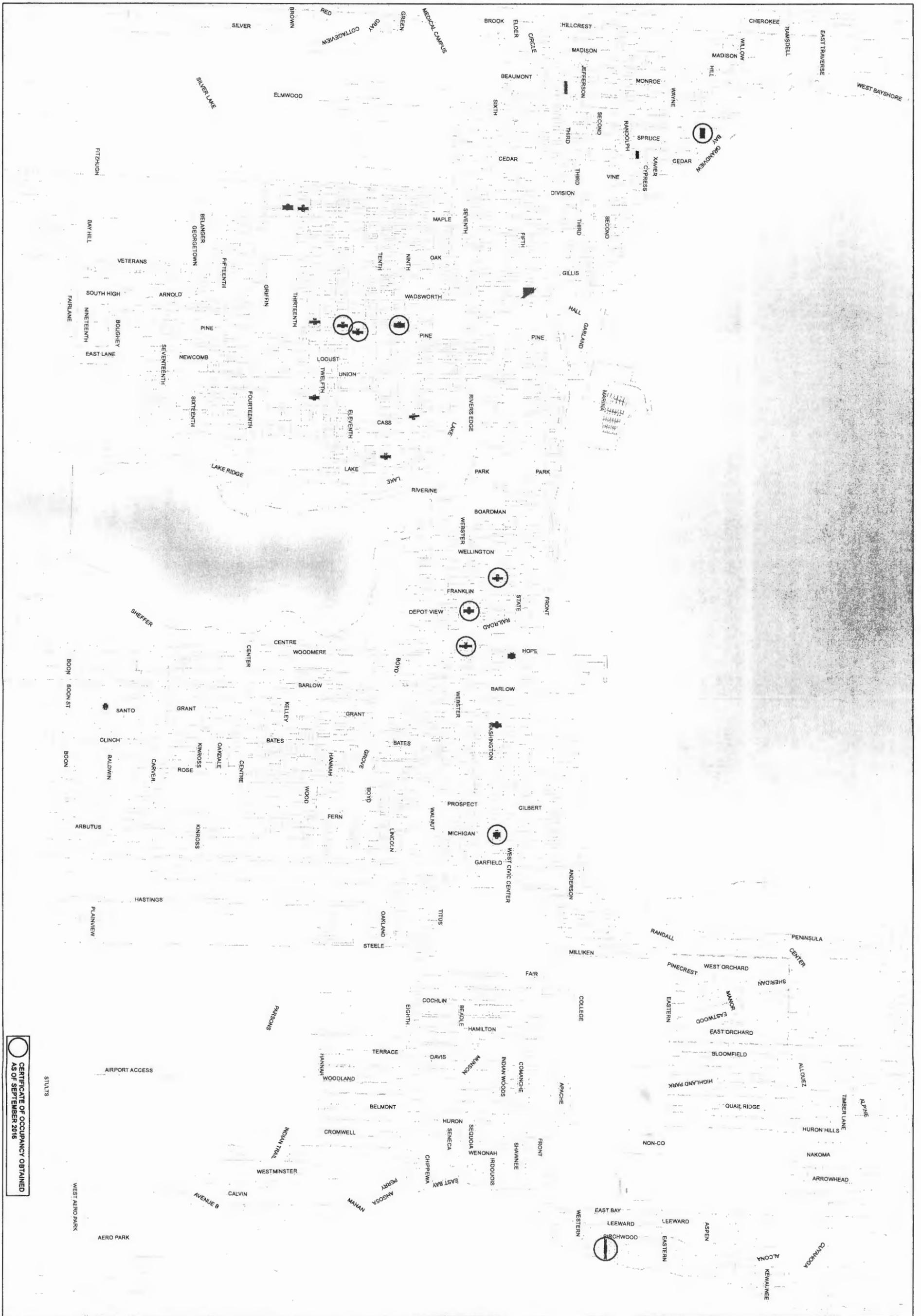
I hereby certify the above ordinance amendment was introduced on \_\_\_\_\_, 2016, at a regular meeting of the City Commission and was enacted on \_\_\_\_\_, 2016, at a regular meeting of the City Commission by a vote of Yes: \_\_\_\_ No: \_\_\_\_ at the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan.

\_\_\_\_\_  
James Carruthers, Mayor

\_\_\_\_\_  
Benjamin C. Marentette, City Clerk

I hereby certify that a notice of adoption of the above ordinance was published in the Traverse City Record Eagle, a daily newspaper published in Traverse City, Michigan, on \_\_\_\_\_.

\_\_\_\_\_  
Benjamin C. Marentette, City Clerk



CERTIFICATE OF OCCUPANCY OBTAINED  
AS OF SEPTEMBER 2016



# CITY OF TRAVERSE CITY 2015 / 2016 ADU SITE LOCATIONS



# LEGAL NONCONFORMING USE

REVISED January 13, 2010

REVISED September 21, 2016

ADDRESS	DISTRICT	CURRENT USE
<b>SECOND STREET</b>		
505 & 507	R-1b	2-Family
510 & 510 ½	R-1b	2-Family
531	R-1b	2-Family
612 & 612 ½	R-1b	2-Family
<b>FIFTH STREET</b>		
629	R-1b	2-Family/Owner Occupied
605 & 605 ½	R-1b	2-Family
<b>SIXTH STREET</b>		
333	R-2	4-Family
340	R-2	Foster Care Facility
404	R-1b	2-Family/Owner Occupied
<b>SEVENTH STREET/ WEST</b>		
206	R-2	4-Family
426	R-1b	2-Family
430	R-1b	2-Family
437	R-1b	2-Family / Owner Occupied
517	R1b	2-Family/ Owner Occupied
536	R-1b	2-Family / Nonconforming lot
603	R-1b	2-Family / Owner Occupied
<b>EIGHTH STREET/ WEST</b>		
210	R-1b	2-Family
209	R-1b	2-Family / Owner Occupied
224	R-1b	3-Family
215	R-1b	2-Family
311	R-1b	2-Family
321	R-1b	2-Family / Owner Occupied
409	R-1b	2-Family / Owner Occupied
412	R--1b	3-Family
415	R-1b	2-Family/ Owner Occupied
425	R-1b	3-Family
431	R-1b	3-Family
432	R-1b	2-Family
442	R-1b	2-Family
441	R-1b	2-Family
615	R-1b	2-Family
<b>EIGHTH STREET/ EAST</b>		
813/815	R-1b	2-Family/2 Structures
865	R-2	3-Family

NINTH STREET/ WEST

205	R-1b	2-family
207	R-1b	2-Family
209	R-1b	2-Family
210	R-1b	2-Family
213	R-1b	3-Family
219	R-1b	2-Family
310	R-1b	2-Family
335	R-1b	2-Family
436	R-1b	2-Family
519	R-1b	2-Family Owner Occupied
620*	R-1b	4-Family
629	R-1b	2-Family** Ordered to comply with use
restrictions of code by July 15,1995 ***		

NINTH STREET/ EAST

113	R-1b	2-Family
117	R-1b	2-Family
120	R-1b	2-Family
135	R-1b	2-Family
147	R-1b	3-Family
226	R-1b	2-Family

TENTH STREET/ WEST

118	R-1b	2-Family
311	R-1b	2-family
324 & 324 ½	R-1b	2-Family
333 & 333 ½	R-1b	2-Family
403	R-1b	2-Family/ Parking Restrict
419	R-1b	2-Family
526 & 526 ½	R-1b	2-Family
603 & 603 ½	R-1b	2-Family

TENTH STREET/ EAST

207	R-1b	2-Family
219	R-1b	2-Family
221	R-1b	2-Family/ Owner Occupied
225	R-1b	2-Family/ Owner Occupied

ELEVENTH STREET/ WEST

319	R-1b	2-Family
321	R-1b	2-Family BZA Action 9-12-67
333	R-1b	2-Family/ Owner Occupied
415	R-1b	2-Family
545	R-1b	Salvation Army
330	R-1b	2-Family/ Owner Occupied
537	R-1b	2-Family/ Owner Occupied
542	R-1b	2-Family/ Owner Occupied
222	R-1b	2-Family/ Owner Occupied
430 & 430 ½	R-1b	2-Family

ELEVENTH STREET/ EAST

207 & 207 ½	R-1b	2-Family
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TWELFTH STREET/ WEST

303	R-1b	2-Family
316	R-1b	2-Family
318	R-1b	4-Family
321	R-1b	2-Family
428	R-1b	2-Family
535	R-1b	2-Family

TWELFTH STREET/ EAST

THIRTEENTH STREET /WEST

THIRTEENTH STREET/ EAST

FOURTEENTH STREET/ WEST

FOURTEENTH STREET/ EAST

FIFTEENTH STREET/ WEST

229	R-1b	2-Family
302	R-1b	3-Family 2 Structures
318 & 318 ½	R-1b	2-Family
405	R-1b	2-Family
521	R-1b	2-Family 2 Structures

FIFTEENTH STREET/ EAST

122	R-1b	2-Family 2 Structures
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SIXTEENTH STREET/ WEST

SIXTEENTH STREET/ EAST

SEVENTEENTH STREET/ WEST

SEVENTEENTH STREET/ EAST

NINETEENTH STREET

BARLOW STREET

703 & 703 ½	R-1b	2-Family
1036	R-1b	Commercial /Dn/Res./Up
1103 & 1103 ½	R-1b	2-Family

BAY STREET

817	R-1b	Retail/Apt.
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BOUGHED STREET

202	R-1a	10 Unit Apt.
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CASS STREET

914	R-1b	2-Family
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CEDAR STREET/NORTH

420 & 4201/2	R-1b	2-Family
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DIVISION STREET

917	R-1b	2-Family
811/813	R-1b	2 Homes/One Lot

EAST BAY COURT  
109 & 111

R-1b	2-Family
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ELMWOOD AVE.  
115  
128

R-1b	2-Family
R-1b	2-Family (Nonconforming lot,50x150)

FRANKLIN STREET  
211/213  
217/219

R-1b	3-Family
R-1b	2-Family

W. Front  
1114  
GARFIELD AVE./SOUTH  
319  
428

R-1b	2-Family
R-15	2-Family
R-15	2-Family

HAMILTON STREET  
325

R-1b	2-Family
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HURON STREET  
316

R-1b	2-Family
------	----------

JEFFERSON STREET  
1106/1008  
1122  
1123

R-1b	2-Family
R-1b	3-Family
R-1b	3-Family

LAKE AVENUE  
518

R-1b	2-Family
------	----------

LINCOLN STREET  
910

R-1b	2-Family
------	----------

MAPLE STREET  
311  
711  
715

R-1b	2-Family
R-1b	2-Family
R-1b	2-Family

OAK STREET/NORTH  
207  
211  
309

R-1b	2-Family
R-1b	2-Family
R-1b	2-Family

OAK STREET/SOUTH  
513/515  
517/519

R-1b	2-Family
R-1b	4-Family

RANDOLPH STREET		
802	R-1b	2-Family
812	R-1b	2-Family
912	R-1b	2-Family
816 & 816 ½	R-1b	2-Family/Owner Occupied
ROSE STREET		
703	R-1b	U.A.W./Hall
1002	R-1b	2-Family
SPRUCE STREET/SOUTH		
SPRUCE STREET/NORTH		
131	R-1b	2-Family
540	R-1b	2-Family
STATE STREET/EAST		
719	R-1b	3-Family/2 Structures
802	R-1b	2-Family/SLUP
731	R-1b	2-Family
732	R-1b	2-Family
736	R-1b	2-Family/Owner Occupied
522	R-1b	2-Family Equiv.
826	R-1b	3-Family
834 & 834 ½	R-1b	2-Family
835 & 837	R-1b	2-Family
TITUS STREET		
1234	R-1b	2 Homes/1
UNION STREET/SOUTH		
803	R-1b	2-Family
804	R-1b	2-Family
807	R-1b	2-Family
827	R-1b	Retail/Market
911	R-1b	3-Family
622	R-1b	2-Family/Owner Occupied
811	R-1b	3-Family/Owner Occupied
928	R-1b	2-Family
WADSWORTH STREET		
214	R-1b	2-Family
709	R-1b	Beauty Shop
402	R-2	Rooming House/Owner Occupied
WALNUT STREET		
1035	R-1b	2-Family
WASHINGTON STREET		
702	R-1b	2-Family
706	R-1b	3-Family
718	R-1b	2-Family
876	R-1b	4-Family
924	R-1b	2-Family
919	R-1b	2-Family

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The City of Traverse City

Planning Department

Governmental Center  
400 Boardman Ave  
Traverse City MI 49684  
(231) 922-4778  
[www.traversecitymi.gov](http://www.traversecitymi.gov)



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September 20, 2016

**RE: Accessory Dwelling Unit survey**

Owner/Occupant:

In 2015, the City of Traverse City passed an amendment to allow accessory dwelling units in the single-family dwelling district with conditions. An excerpt from the Traverse City Code of Ordinances is enclosed.

As defined in our zoning code, *Accessory dwelling unit* means a smaller, secondary home on the same lot as a principal dwelling. Accessory dwelling units are independently habitable and provide the basic requirements of shelter, heating, cooking and sanitation. There are 2 types of accessory dwelling units:

- (1) Accessory dwelling in an accessory building (examples include converted garages or new construction).
- (2) Accessory dwelling that is attached or part of the principal dwelling (examples include converted living space, attached garages, basements or attics; additions; or a combination thereof).

Since the ordinance has been in effect, the City has issued 20 permits total (10 permits in 2015 and 10 permits in 2016). Of those 20 that were permitted, only 9 projects have achieved completion. You are getting this letter because one of the 9 completed accessory dwelling units is near property that you own or occupy.

The 9 completed ADU's are located at the following addresses: 311 W 9<sup>th</sup> St, 302 W 11<sup>th</sup> St, 311 W. 11<sup>th</sup> St, 300 Birchwood, 533 N Spruce St, 529 Washington St, 1033 Washington, 619 Webster and 709 Webster.

The City of Traverse City Planning Commission is considering an amendment to the accessory dwelling ordinance at its October 4, 2016 regular meeting at 7:30 p.m. A public hearing regarding the ordinance amendment will be held that night. You may communicate your opinion on the matter to the Planning Commission at [planningcommission@traversecitymi.gov](mailto:planningcommission@traversecitymi.gov)

We would like to know your thoughts regarding accessory dwelling units. Please take a few minutes to answer the enclosed survey. Please mail, scan or email the survey to the Planning Department by **September 28**.

Sincerely,

Russ Soyring  
Traverse City Planning Director  
[rsoyring@traversecitymi.gov](mailto:rsoyring@traversecitymi.gov)

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The City of Traverse City  
Planning Department

Governmental Center  
400 Boardman Ave  
Traverse City MI 49684  
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www.traversecitymi.gov



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## ACCESSORY DWELLING UNIT SURVEY

1. Where do you live in relationship to the accessory dwelling unit? Circle one.
  - a. I own the accessory dwelling unit.
  - b. I live in the accessory dwelling unit.
  - c. I live near to the accessory dwelling unit.
  - d. I own property near the accessory dwelling unit.
  
2. Have there been any issues related to the accessory dwelling unit that you would like to bring to our attention?

3. The City's current ordinance requires that the owner live on the property, limits the size of the ADU, does not require parking and currently only allows the City to permit 10 per calendar year. Do you agree with the current conditions allowing ADU's (full list of conditions included in ADU ordinance excerpt)?

4. Currently, there is a proposed amendment to increase the cap from 10 to 20 ADU permits per year. What are your thoughts on the proposed amendment?

## **ACCESSORY DWELLING UNITS: WHAT THEY ARE AND WHY THEY ARE BECOMING MORE POPULAR**

Accessory Dwelling Units (ADUs) are compact, energy efficient living spaces that may or may not be attached to the primary building on a single-family property. As Oregon energy consultants, we wanted to explain why ADUs are becoming increasingly popular and take a look at their pros and cons.

Check out this infographic for more on ADUS and visit our site for more on energy efficient tips and ideas for your home.

# ACCESSORY DWELLING UNITS



WHAT ARE THEY AND WHY THEY ARE BECOMING MORE POPULAR

Let's get to know the compact, energy efficient home known as an ADU. Oregon energy consultant Imagine Energy provides the following overview of this modern residential marvel.

## WHAT ARE ADUS?

An ADU is an additional dwelling unit on a single-family property. An ADU may or may not be attached to the primary building. Typically, ADUs are smaller than the main family home. Finally, ADUs are fully equipped with their own kitchens and bathrooms.

### ADU ALIASES



ADUs are also known as granny flats, second units, mother-in-law apartments, carriage homes, and backyard cottages. They may also be called multi-generational homes.

### THE MANY TYPES OF ADUS



- ADUs come in many shapes and sizes.
- Basement Apartments.
- Converted garages.
- Converted attics.
- Converted carriage houses.
- Freestanding structures, including converted sheds and storage areas.

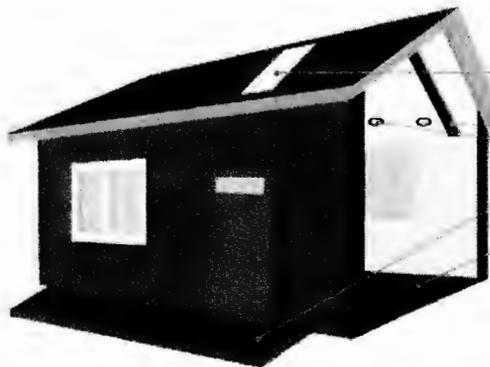
### AVERAGE COST TO ADD AN ADU:

**\$70,000-\$100,000**

### TIME TO PAY BACK AN ADU ADDITION:

**6 TO 8 YEARS**

assuming the ADU is being rented out



### TYPICAL FEATURES OF A MODERN ADU

- Clerestory windows and skylights provide year-round natural light, thereby reducing electricity bills.
- Exposed beams, vaulted ceilings help ADUs "live large"
- Accent lighting adds beauty and usability
- Outdoor living areas, such as a small porch or covered patio attached to freestanding ADUs.
- Open Floor Plans, to maximize flow and make ADUs feel more spacious.
- Walkability. As many of today's renters prefer a car-free lifestyle, neighborhoods with high walkability scores are especially well suited for ADUs.

## ADVANTAGES AND DISADVANTAGES OF ADUS

### The Multiple Benefits of ADUs

From San Francisco to Portland, energy consulting firms point out the myriad advantages that ADUs offer.



### AFFORDABLE HOUSING.

ADUs open up affordable rental options in accessible neighborhoods.



### ENCOURAGE DIVERSITY.

ADUs make it easier for diverse populations to find housing in well-established neighborhoods.

### SOURCE OF INCOME.

Homeowners can rent out ADUs to contracted renters or Bed and Breakfast guests. Using sites like AirBNB.com, some Portland, Oregon homeowners have been able to rent out their ADUs for as much as \$100 per night.



### HIGHER RESALE VALUE.

Adding an ADU can significantly increase a home's value.



### OFFSET TIGHT RENTAL MARKETS.

ADUs can open up rental availability in cities like San Francisco and Seattle, where students, seniors, and even young professionals may find it nearly impossible to find affordable housing.



### SPRAWL MINIMIZATION.

ADUs can offset demand for low-income housing on urban peripheries. They can help cities meet growth demands while reducing the number of miles residents must travel to work.

**ASSET FOR AGING IN PLACE.**

ADUs bring seniors additional income while allowing them the flexibility of choosing which unit to live in.



**ENVIRONMENTALLY FRIENDLY.**

Need no new land, require fewer building materials, lower energy usage than larger apartments.



**SPACE FOR VISITING FAMILY MEMBERS.**



ADUs make luxuriously private guest accommodations. And they are the perfect solution for long-term guests, such as aging parents and boomerang children.



**MORE DISCREET THAN OTHER INFILL.**

Options, such as "McMansions" built on postage stamp-sized lots, or so-called "skinny homes" squeezed onto narrow lots.

**Common ADU Concerns**  
Those who oppose ADU-friendly zoning laws often highlight the following potential disadvantages of Accessory Dwelling Units.



**LOWERED PROPERTY VALUES.**

Some homeowners worry about falling home values with lower socioeconomic families renting out ADUs in established neighborhoods.



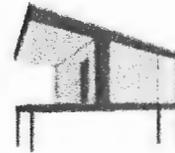
**THE RENTAL TAKEOVER.**

Some homeowners fear that the proliferation of ADUs will transform neighborhoods into rental zones, where renters care little for upkeep.



**INCREASED TRAFFIC & DECREASED PARKING.**

Because many ADUs do not accommodate on-site parking, surrounding homeowners may worry about additional parking hassles. Homeowners may also fear a traffic spike as more people live in the same area.



**THE NEIGHBORHOOD CHARM FACTOR.**

New ADUs may not match the style of the neighborhood. This also factors into property value—a clashing ADU threatens to drag down nearby property values.



**SHRINKING OPEN SPACE.**

Gargantuan ADUs can gobble up open areas, blocking views and cramping neighbors.

**COMPONENTS OF AN ENERGY EFFICIENT ADU**

Especially energy efficient ADUs may contain the following components.



**Tight Building Envelope.** Plenty of insulation, tight sealing to eliminate energy leaks. ADUs can even become Passive Homes, with the right Oregon energy consultant on your side.



**Mini split heat pumps** convert and magnify heat in exterior air to heat homes. Also provide ventilation, fresh air for small spaces. Compact, well insulated ADUs are excellent candidates for mini-split heat pumps.



**Solar Panels on South-Facing Roof Surfaces.** If the main home is not well situated for gathering solar energy, the ADU may be better positioned to maximize solar energy production.



**Reused Building Materials.** Incorporating salvaged elements such as doors, cabinet pulls, and even plumbing fixtures help to minimize the demand for virgin building materials.



Accessory Dwelling Units: What They Are



Eco friendly lighting, such as low-energy LEDs.



Energy Star Appliances help minimize energy costs for ADUs. Energy-efficient and natural-gas powered furnaces are common in ADUs.



Heat Recovery Ventilator, to capture heat from exhausted air.



Combined domestic hot water/heating units, such as radiant floors and radiators, are natural fits for stand alone ADUs.

WHY ADUS NOW



LEGISLATIVE TACTICS TO COMBAT ADU CONCERNS

Even cities in red states, such as Miami and El Paso, are encouraging the construction of ADUs. To balance ADU concerns and advantages, legislatures can add certain restrictions to ADU laws along with some municipalities that have added such restrictions.



IN 2010

Portland, OR encourages ADU development by raising the maximum ADU unit size to 800 square feet. The city also waives ADU fees for three years, shaving \$7,000 to \$15,000 off the addition of an ADU.

Infographic designed by Mad Fish SEO



www.imagineenergy.net  
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## Accessory Dwellings

A one-stop source about accessory dwelling units, multigenerational homes, laneway houses, ADUs, granny flats, in-law units...

### How do ADUs affect property values?

*[This is part 5 of a 13-part series about accessory dwelling unit research and policy. For the series intro and table of contents see [here](#).]*

Property values come up in every civic debate about whether local governments should allow ADUs. Take, for example, this [letter to the editor of the local paper in Durango, Colorado](#):

Real estate values will, in the long term go down, not up. People do not like and will not pay high prices for being crammed together. There may be short-term benefits if the proposal now before the council is adopted but in the long term, the overuse of utilities, lack of parking, increased noise, more garbage cans, overcrowding, etc., will most likely lower real estate values and the stability and desirability of the neighborhood.

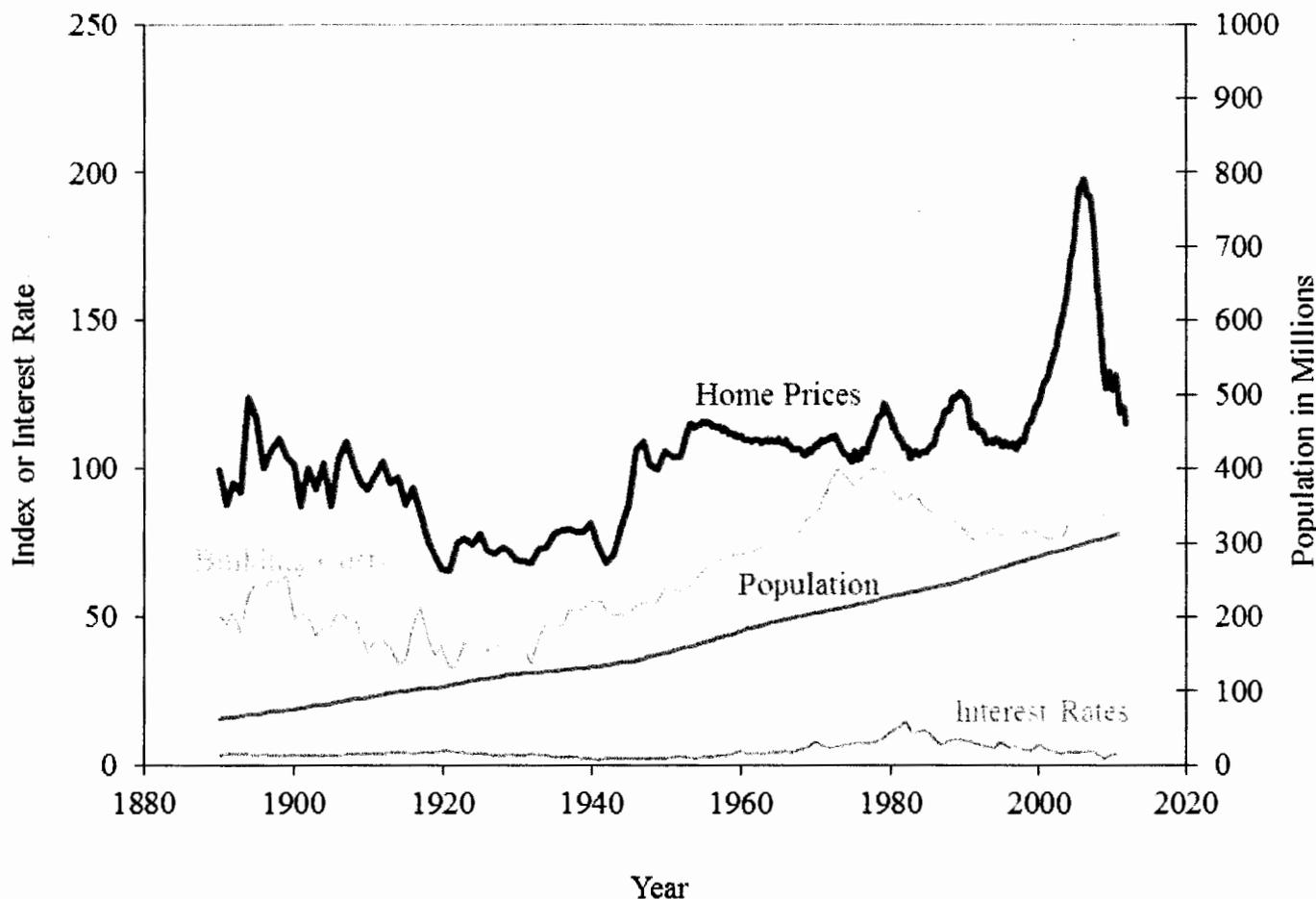


Are these houses affecting each other's value? (Photo by zen Sutherland, Creative Commons)

The idea is that the presence of ADUs on the properties of your neighbors makes the whole environment denser and more urban, and thereby less desirable — which could affect the value of your property, even if you don't have an ADU yourself.

**Is there any evidence for ADU effects on neighborhood property values, for good or bad? The short answer is no.** There is absolutely zero research, as far as I can tell, on the specific relationship of these variables.

That's no surprise because it would be a problematic topic to research. Legal ADUs are rare enough as it is, and to find them and then study the property values of their neighbors, over years, all the while separating the "ADU effect" from the other things that affect property values, such as community economic conditions, interest rates, etc., would require a lot of work or a lot of cleverness or both. Imagine trying to separate the ADU effect, which would probably be small, from the dramatic effect of time on property value, as illustrated in a recent summary of the Case-Shiller Index:



Such complexities prevented me from studying "neighbor property value effects" in my recent interpretation of a survey of Oregon ADU owners.

However, I want to address the subject in this web post because property values are such a frequent concern in ADU debates. My approach will necessarily have to be indirect. It will also inevitably have to tangle with philosophical issues. Let's blast through them here at the beginning to get them out of the way.

- **How is property value measured?** In this discussion, property value is measured as the cash price the property would fetch on the open market. This is the most common way of discussing property value, though it fluctuates a lot, and other, income-based measurements might be more stable, and credible.
- **What gives a property value?** In a typical urban or suburban setting, a large part of the property's value comes not from the property itself, but from what is around it. For example, an acre in Manhattan is worth more than an acre of a typical suburb. If (silly hypothetical example here) a smelly neighborhood pulp mill were shut down and transformed into a park, nearby property values would probably go up. If a neighborhood park were converted to a smelly pulp mill, nearby property values would probably go down.



Is that McMansion bringing down the water tower's property value? (Photo by Dean Terry [Creative Commons] for the film Subdivided)

So, is a neighbor's ADU more like a park or a pulp mill? Because there were no papers on ADUs and neighborhood property values, I looked for research into similar neighborhood effects, especially the effects of "progressive" policies which tend to "densify" some areas while leaving others less developed. ADUs are definitely a "densifying" strategy. Excuse me for a moment as I get technical...

Nguyen (2005) reviewed a number of papers on the effects of affordable housing projects on nearby property values. The results were mixed: some housing projects were associated with declines in nearby home values, others with no effect, and others with positive effects. (That is, some affordable housing projects appeared to *increase* nearby home values.) Negative effects were associated with highly concentrated affordable housing, and with neighborhoods that were already declining. Neutral or positive effects were associated with dispersed affordable housing, and neighborhoods that were thriving for other reasons. This is a cautiously optimistic piece of evidence for ADU advocates, because ADUs are, almost by definition, dispersed.

On a much bigger scale, Jaeger et al. (2012) looked at land values associated with Oregon's land use system, which divides the state into urbanized areas where development is concentrated (inside UGBs, or urban growth boundaries) and rural ones (outside UGBs). They found that over several decades, undeveloped land values had appreciated at roughly the same rate both inside and outside UGBs. This, again, is a cautiously optimistic piece of evidence for ADU advocates. There was no negative effect of densification.

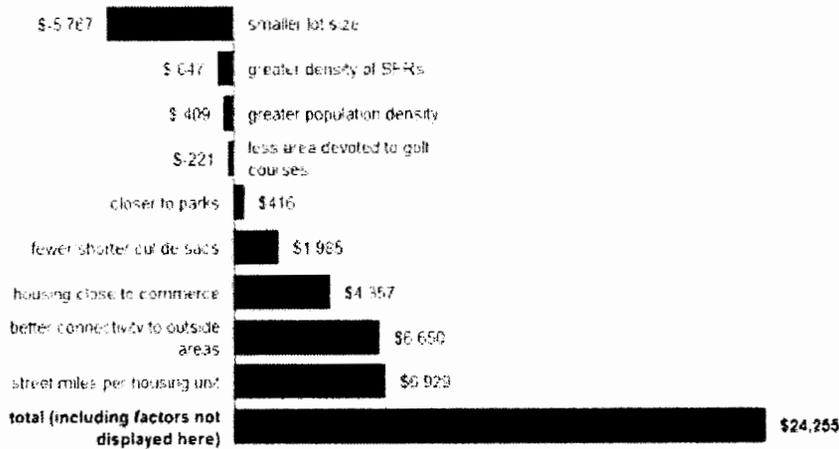
Finally, the most relevant paper might be Song & Knaap's (2003) examination of the impact of "New Urbanist" neighborhood features (such as high density of housing, smaller homes, proximity of shopping and transit, etc.) on home values. The authors drew on both GIS and a database of home sale prices. After a regression analysis, they were able to estimate the price premium or penalty associated with individual New Urbanist neighborhood features, compared to the features associated with the more standard "sprawl" type of development. Though ADUs were not specifically part of the analysis, ADUs were permissible in much or all of the study area, including all of the New Urbanist area, and ADUs are definitely part of the New Urbanist programme.

The results are really interesting, because they show that, in a way, ADU opponents could be right about the effects of density, but wrong about the total effect. Considering density by itself, home values were slightly lower in denser settings. Homes in the New Urbanist areas, which were denser, suffered a price penalty on that basis. BUT (and this is a big big but) many other factors associated with New Urbanist type neighborhoods, such as smaller blocks, better

connectivity to areas outside the neighborhood, and nearby shopping, commanded a premium that *more than made up for the density-related penalty*. Over all the factors, the New Urbanist homes had higher prices — about \$24,000 more, given a standard of about \$150,000. (Note these prices are from more than a decade ago.)

### Effect on property values of "new urbanist" features

Selected results from Song & Knaap (2003). Assumes a base price of \$150,000. The upshot: the appeal of walkability being close to commerce, etc. is greater than the penalty associated with density.



[Datawrapper](#)

[Song & Knaap, 2003](#) [Get the data](#)

Together, these three papers suggest that the author of that letter in Durango doesn't quite have it right. People will actually *pay a premium* for (to use the author's words) "being crammed together," if it's done in the right way. That's not because they enjoy having more garbage cans in the neighborhood. It's because they like the good aspects of a denser built environment.

The evidence so far is indirect, but it merges into a fairly coherent three-part suggestion.

- ADUs seem less likely to have a positive effect on nearby property values if placed en masse into standard, unaltered, "suburban sprawl" (not that doing so is a common suggestion in planning circles).
- ADUs seem most likely to have a positive effect (or positive association) with nearby property values if they are added to neighborhoods that have (or are acquiring) New Urbanist qualities, such as small blocks, stores within walking distance, availability of transit, etc. In such places, ADUs should contribute to the density that helps New Urbanism work, and thereby form part of a "New Urbanist premium" to home prices.
- As a corollary, *illegal* ADUs seem less likely to have a positive association with nearby property values, because besides being unpermitted and "under the radar," and thereby harder to value, they are created without any purposeful connection to existing services, geography, etc.

To sum up in a less technical way, I'd say that when it comes to ADUs and property values, "how it's done" matters. When ADUs are a part of a coordinated development strategy that includes compatible civic features, the fear about declining property values should have little basis. It's too early to make big promises, but there might even be a small investment opportunity there. 😊

next week: are ADUs "green" housing?

## About Martin John Brown



Martin John Brown is a researcher and consultant on environment and housing. Find out more at <http://martinjohnbrown.net>.

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## 7 comments on “How do ADUs affect property values?”

Pingback: [Research and policy about accessory dwelling units: introducing a 13-part series | Accessory Dwellings](#)

Pingback: [Are ADUs green housing? | Accessory Dwellings](#)

Pingback: [How much do ADUs cost to build? | Accessory Dwellings](#)

kolpeterson  
July 30, 2014



It would be worth investigating tenure length of ADU owners. Due to the economics of ADU ownership, I wonder whether ADU owners tend to hold on to their properties for longer than the average residential property owner. And, I also wonder whether ADU owners tend to care for/maintain their properties better than the average residential property owner since the house/ADU is both a rental property AND a primary residence. This inherent long term commitment to a property may actually help maintain the value of the property better than the average property.

[Reply](#)  
[Martin John Brown](#)  
July 30, 2014



My feeling, based on comments to the Oregon DEQ survey, is that most ADU owners are in it for the long haul, and that's a good thing. Economically, that should be the right impulse for them on a personal basis, because currently, the investment return from keeping an ADU and renting it out is far better than just building one and re-selling the property (<https://accessorydwellings.files.wordpress.com/2012/12/appraisingpropertieswithadusbrownwatkinsnov2012.pdf>). You are likely to make money the first way, and (at least right now) probably lose money the other way.

As far as maintenance goes, you have an interesting hypothesis there. I could believe it. In my personal case I know that I tend to take better care of the ADU than my own house (wouldn't want a mad mother-in-law ☺).

[Reply](#)  
Pingback: [Do ADUs provide affordable housing? | Accessory Dwellings](#)

Pingback: [Summing up ADU research: are accessory dwelling units as great, or as horrible, as people say? | Accessory Dwellings](#)

This entry was posted on July 2, 2014 by [Martin John Brown](#) in [Financing, Policy & Trends](#) and tagged [featurepost](#), [nimby](#), [property values](#).

<http://wp.me/p1R4v3-Tt>

[Previous post](#)

## Accessory Dwellings

A one-stop source about accessory dwelling units, multigenerational homes, laneway houses, ADUs, granny flats, in-law units...

### Summing up ADU research: are accessory dwelling units as great, or as horrible, as people say?

I am by nature a skeptical person, who rather enjoys debunking things. So, a few years ago, when I decided to dig into the many hopes and fears about accessory dwelling units (also known as ADUs, granny flats, in-law units, laneway houses, etc) I knew I might end up shooting myself in the foot. After all (full disclosure here), I have an ADU of my own, and am one of the editors of a site about ADUs. I had a *notion* that this form of development was a promising nod towards a gentler, more sustainable society. But what if it turned out there was no objective evidence that ADUs had any benefits beyond my own yard?

I carried on because the civic "discourse" about ADUs drove me nuts. It had an endless, cyclical quality, like those discussions sports or comic book guys can get in to: who was better, Babe Ruth or Willy Mays? Could Batman beat Superman in a fight? Could Superman beat Captain Nemo? When there is no real evidence to be had, you can stay at the bar all night. ☺



photos by Steve Lewis of the Durango Herald (left) and Laure Joliet of the New York Times (right)

In the noisy confines of local planning meetings and “Letters to the Editor” pages, exchanges went like this:

- o ADU advocates said ADUs would create affordable housing, house older citizens (less popularly known as “the elderly”), create “green,” less car-dependent housing, and generally strengthen informal family and neighborhood ties.
- o ADU opponents said that ADUs would create parking problems, bring down property values (and generally bring in undesirable people), create overcrowding, change the appearance of neighborhoods, generate noise and garbage, and perhaps end the single-family nature of existing neighborhoods.

Meanwhile, in the more formal literature, there were some comparative analyses of policy.

In short, there was plenty of talk about the *idea* of ADUs, but virtually nothing about the *reality* of them. There was close to zero factual information about how many ADUs exist, who lives in them, where they are, how many cars come with them, and so on – the kind of basic factual information that should inform policy and debate.

I set out to collect and discover those basic facts. Fortunately in the last few years some objective data has been published about ADUs (listed in my post about [research needs](#)), and in [this series of posts](#), I’ve expanded those findings as much as I dare. To sum up, here’s what this series has uncovered:

Questions	Answers from Portland and beyond
Are ADUs a confusing topic?	<u>Definitely. Here’s why.</u>

Do ADUs actually provide housing?	<u>Yes</u> . The great majority are used for long-term housing, though flexibility for occasional other uses is a big motivation for people to build them.
How much do ADUs cost to build?	It varies a lot, but <u>averages in Portland are \$45,500 for attached and \$90,000 for detached units</u> .
How do ADUs affect neighboring property values?	There is no direct evidence, but <u>homes in denser, more "new urbanist" neighborhoods (including features like ADUs) have higher sales prices</u> .
Are ADUs green housing?	<u>Very much so</u> , at least in comparison to the traditional American "single family residence."
Do ADUs create parking problems?	<u>There is zero evidence for this idea</u> . Legal ADUs are extremely rare. Moreover, they contribute fewer cars per household than SFRs, almost as low as "transit-oriented" apartments.
Do ADUs serve the elderly, either as residences or investments?	At this time, not in particular. But a decade from now, probably – <u>read why here</u> .
How much do ADUs support the community economically?	<u>Quite significantly</u> , through construction spending and ongoing property taxes.
Do ADUs provide affordable housing?	<u>Yes, but in a very unique way</u> that does not fit the standard idea of affordable housing as an institutional product.
What are the barriers to ADU development?	Local rules are the most obvious barriers, but it <b>ESSENTIAL</b> to note <u>they are not the only ones</u> .
What further research needs to be done?	Researchers should continue to examine the development and use of real ADUs, <u>using field data instead of planning assumptions</u> to quantify the effects of ADUS in contrast to other housing types.

**In short, there is compelling, if early, evidence that ADUs benefit the community** in the areas of environmental impact, reduction in car use, and a non-institutionalized style of affordable housing. I also anticipate that positive effects for older citizens ("the elderly") will become more notable as time goes on.

**Meanwhile, I have found zero objective evidence supporting two specific fears often mentioned by ADU opponents: parking problems and declines in property values.** This is not to deny those things could ever happen – perhaps new evidence will emerge – but there is no basis for them right now.

When it comes to the less objective hopes and fears mentioned by ADU advocates and opponents, such as (paraphrasing here) 'strengthening family ties' or 'bringing in undesirable residents', it is harder to measure things and make statistical comparisons. However, the anecdotal accounts in comments from ADU owners, and in the case studies on accessorydwellings.org, are so consistent I feel confident making a few more tentative conclusions.

**ADUs support families in several ways.** They serve as a flexible resource that provides stabilizing income during some phases of life and provides housing for extended family during other phases. When they are housing family members, their simultaneous proximity and independence allows naturally

supportive relationships to work smoothly. For example, when grandma lives in the ADU, she gets the help she needs with stuff like shopping, and can trade back child care – no commuting, appointments, or day care centers necessary.

These kind of informal support services seem completely natural to the people who experience them. They'd probably be amazed to learn that, in some cities, Grandma wouldn't legally be allowed to live with them — at least not if she had her own apartment downstairs. When you express single-family zoning in this way it sounds extreme, yet that zoning applies to much of our population.

ADUs show there are many ways that families can live together. In this way, they are quiet refutation of the *Leave It To Beaver* “nuclear family” ideal, where a “normal, healthy family” is two parents and their children, and other relations and friends are distant satellites. As far as I can tell, very few people, even arch-conservatives, believe in this radical version of familialism anymore, yet zoning tries its best to enforce it.

**Second, ADUs are a small but meaningful step toward sustainable housing.** What sustainability really means is a pretty big discussion that won't fit in this blog post. However, it seems safe to say that sustainability involves finding a better balance between the production and consumption of essential resources (e.g. energy supplies). And *that*, I'd venture, involves making a choice of quality over quantity in lifestyle. As the case studies on accessorydwellings.org show, ADUs can provide a pretty high quality of life in small spaces that are inherently greener than the standard “SFR”. That quality of life comes not necessarily from the building itself but its context— e.g. to family, transit, etc.

**ADU critics must be acknowledged at least one way.** It is true that ADUs are “infill” development that densifies existing neighborhoods. Yes, they are a mild, incremental form of densification in the sense that each individual ADU is only a tiny change that can have little effect on neighborhood conditions. But over *decades* an accumulation of ADUs probably would notably change the character and demographics of a place.

But, can any neighborhood really be held in an unchanging state? The implied message of some ADU critics is that banning ADUs will prevent or slow densification or at least remove it to some distant place, where it will be more acceptable. But these are not reliable assumptions. If there are economic forces driving densification or gentrification, they will be expressed somehow – for example in rising prices and unpermitted ADUs. The question for many communities is not “should we have ADUs or nothing?” but rather “are permitted ADUs a good choice compared to the other options out there – such as transit-oriented developments, townhouses, gated single-family developments, or a new crop of unpermitted ADUs?”

Portland's experience in the last few years provides an interesting comparison. Hundreds of permitted ADUs have been created, and there has been practically no reaction on a neighborhood basis — sometimes the new developments are hardly noticed. Meanwhile, an alternative form of densification, the transit-oriented apartment block, has caused a lot of protest.

ADUs are not a panacea. They cannot solve every urban, family, or environmental problem. But, as I've documented in this series, they clearly have some benefits in those areas compared to standard American mode of “single family” development. Those benefits need to be quantified more, especially with comparison to other densifying forms of developments, but I have little doubt they exist.

**Beyond that, ADUs are simply a refreshing grassroots alternative to “big” development.** To a design buff like me, there’s something tiresome about big apartment blocks, rowhouses, and other “professional” developments, no matter how well thought out. You can practically see the investment calculations floating over them, like the furniture prices in *Fight Club*.



This post’s single-serving friend.

In contrast, ADUs are typically created and managed by homeowners, not real estate professionals. These homegrown residences are unique, each with a purpose and a story. Though the biggest single motivation for creating ADUs is financial gain, a notable fraction of these “amateur” developers make a fascinating choice – to *not* maximize investment return, for a month, a year, or a decade, so they can house a family member or a friend, start a business, or do something else to spread good beyond their yard. In short, they often show that people value things beyond money, and that may be the best pro-ADU argument of all.

## About Martin John Brown



Martin John Brown is a researcher and consultant on environment and housing. Find out more at <http://martinjohnbrown.net>.

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## 8 comments on “Summing up ADU research: are accessory dwelling units as great, or as horrible, as people say?”

Pingback: [Research and policy about accessory dwelling units: introducing a 13-part series | Accessory Dwellings](#)

Pingback: [Accessory dwelling units: what further research should be done? | Accessory Dwellings](#)

Susan Pantell

March 19, 2015



For some reason, your comments are not visible.

There are 2 main problems with your argument, and I support ADUs in general.

First, it is not the property values of people who build the ADUs that are of concern, but of neighbors, who worry their values will decline because of the reduced privacy and crowding.

Second, saying that ADUs add a tiny amount to parking of the overall city is irrelevant. If they are built on streets and in neighborhoods where parking is currently tight, then they will add to the problem if the residents have cars. That is a big concern in the debate over ADUs in Austin, where I live.

Reply

Martin John Brown

March 19, 2015



Hi Susan, thanks for your thoughts! It's always nice to get a substantial comment.

If you follow some of the links in the article you will see that (for what it's worth ☺ ) I've written in more detail about the concerns you raise. The issue of neighboring property values is extremely difficult to study, but I do what I can in the following post:

<https://accessorydwellings.org/2014/07/02/how-do-adus-affect-property-values/> . As for parking, I look at it more in this post — <https://accessorydwellings.org/2014/07/16/do-adus-cause-neighborhood-parking-problems/> .

The property values and parking issues are similar in that they are common worries about the consequences of ADU development. "Worries" is the right word, because these are hypothetical bad consequences. People foresee them, but they haven't happened anywhere yet. Not saying those things could never happen, but there is no evidence for them at this point. I have not read about a single street in America where permitted ADUs are common enough to change parking conditions.

On the other hand, there *is* evidence that ADUs have positive effects in other areas of concern to citizens.

Ultimately, judging types of development by a single yardstick may not be that helpful. Consider parking — there are lots of places to live in America where parking is no problem, but that doesn't make them desirable. It's typically better-quality urban neighborhoods such as Seattle's Laurelhurst where the ADU parking worry comes up. The people there live in Laurelhurst because it's Laurelhurst, not because Laurelhurst happens to have parking. ☺ Neighborhoods are a total package. Neighborhoods with less parking may be desirable in some other way — consider Central Park West.

A better way to think about the effects of ADUs might be in the context of their total effect on neighborhoods compared to other kinds of densification.

We must start by acknowledging it is impossible to hold a neighborhood static — it will change, no matter what the rules are, simply as a result of demographics and market forces.

Now, in a place like Austin I imagine the change is in the direction of more people and more density. So, will these people be placed in a few giant skyscrapers? In numerous apartment blocks along corridors edging existing neighborhoods? Or will they be spread out more through neighborhoods in developments like ADUs, courtyard housing, etc. ?

ADUs aren't a panacea, but when you consider them against the other options, they definitely have some appealing qualities.

### Reply

Pingback: [Real estate rage in Portland! Or, ode on a purple shed | Accessory Dwellings](#)

Pingback: [To DADU or Not To DADU—Seattle's ADU Debates | Accessory Dwellings](#)

Pingback: [Why ADUs are hard to study, and confuse nearly everyone | Accessory Dwellings](#)

Pingback: [Will short term rentals actually reduce long term housing in granny flats? | Accessory Dwellings](#)

This entry was posted on September 17, 2014 by [Martin John Brown](#) in [Policy & Trends](#) and tagged [accessory dwelling units research](#), [conclusion](#), [familialism](#), [family](#), [featurepost](#), [parking](#), [property values](#), [research](#), [wrapup](#).

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The City of Traverse City

## Communication to the City Commission

FOR THE CITY COMMISSION MEETING OF OCTOBER 17, 2016

DATE: OCTOBER 12, 2016

FROM: <sup>mtc</sup> MARTY COLBURN, CITY MANAGER

SUBJECT: REQUEST TO FILL FIRE INSPECTOR POSITION

Attached is a memo from Human Resources Director Kristine Bosley and a memo from Fire Chief Jim Tuller. This item is a follow-up to our discussions earlier this year. The Fiscal Year 2016/2017 budget includes funding for a fire inspector position; and I am now seeking your authorization to fill that position within the Fire Department.

Essentially, as indicated by Chief Tuller, we would be transferring Fire Fighter Keith Fritz, who originally was hired as a Fire Inspector but due to staffing decreases in the Fire Department was moved to Fire Suppression. Moving Fire Fighter Fritz back to the Fire Prevention would mean we would backfill his current position in suppression by hiring a new employee into the Fire Suppression.

We currently are not performing fire inspections as required by our ordinance – performing these functions is essential for saving life and property. We also need to be able to collect data, referred to as a Pre-Incident Survey, such as building type, dimensions, exits, special hazards, fire apparatus placement points, etc. Having this data is crucial to have for emergency response responding to an incident scene. Reassigning Fire Fighter Fritz will allow us to resume this as well as other activities outlined by Chief Tuller, including proactive education outreach efforts. Fire Fighter Fritz would also be available for firefighting activities upon need. Prevention is a core element to public safety education.

We would resume certain inspections currently being conducted by Grand Traverse Metro Fire Department; and as explained in the attached memo from the Fire Chief, approximately 50% of the cost of this position would be covered by inspection fees. This estimate was prepared conservatively – meaning we expect, but cannot guarantee, that more than 50% of the cost of the position would actually be covered by inspection fees.

I recommend the following motion:

**that the City Commission approves the City Manager's request to fill a Fire Inspector position within the Fire Prevention Division of the Fire Department as outlined in the October 13, 2016, communication from the City Manager and October 12, 2016, communication from the Fire Chief, with funds available in the Fire Department Budget.**

MC/bcm

k:\tcclerk\city commission\fire department\fire inspector

copy:           Jim Tuller, Fire Chief  
                  Kristine Bosley, Human Resources Director

---

# Memorandum

The City of Traverse City

Office of Human Resources



---

TO: Martin Colburn, City Manager  
COPY: Chief Jim Tuller, Fire Chief  
FROM: Kristine Bosley, Human Resource Director *KMB*  
DATE: October 12, 2016  
SUBJECT: Fire Fighter Position/Fire Inspector

This memo is written in response to the communication sent by Jim Tuller, Fire Chief on October 12, 2016. This communication outlines the request and reasoning for the requisition of a fire fighter from the current eligibility list. The goal of adding this new hire is to allow Fire Fighter Keith Fritz to transfer to Fire Prevention/Inspection. The inspector position has not been filled since 2010. We have had Prevention Services since 1998. We are covering the minimum for safety prevention. Filling this position will allow the City Fire Department to increase services in plan reviews, inspections, and prevention services and education. By providing this position we will be able complete more fire code compliance inspections. Having an inspector will allow additional plan review, permit inspection, fire inspection.

In regards to safety, typically there are a minimum of five fire fighters per shift. With having the inspector, the TCFD will have an additional person to assist if and when an emergency occurs. The inspector keeps all certification for Fire Suppression Services.

Please see the attached Plan Review, Permit and Inspection Fee Schedule for remodel or new construction. The numbers provided reflect revenue added to assist with the cost of a new Fire Fighter.

Having a Fire Inspector/Prevention dedicated to the City of Traverse City will safeguard lives and property by "fighting the fire, before the fire". The inspector will aide in fulfilling statutory requirements. The inspector will gather up-to-date building knowledge, which is useful for all emergency personnel. More importantly, the inspector will achieve good public relations. This person will be interfacing with our residents and visiting public. This gives an opportunity to educate adults and young children to be proactive and learn what to do if their lives are in danger.

Getting a new fire fighter will take approximately 4-6 weeks. The probation period is 6 months. Fire Fighter Keith Frits is already up-to-date with his certifications and can transfer to Inspector. Material needed for the transfer is a computer, there is office space available at station1. The transfer of responsibilities from Metro to City will take place by the first of the year.

Please contact Chief Jim Tuller if you have additional questions.

# Communication

From the Office of the Fire Chief

The City of Traverse City  
Fire Department



Station 01, 500 West Front Street, Traverse City MI 49684

(231) 922-4930 Ext.

2

Wednesday October 12, 2016

TO: Marty Colburn, City Manager  
REF: Hiring to fill 1 Firefighter/Paramedic position

City Manager Colburn,

The purpose of this communication is to request permission to hire 1 person from the current City Fire New Hire Eligibility List for an assignment to Suppression.

This assignment would permit the transfer of Firefighter Keith Fritz from Suppression to Fire Prevention/Inspection under the command of Fire Marshal Captain Mike Sheets.

This transfer would enable City Fire to:

1. Increase the volume of fire code compliance and related inspections performed to strive towards the number stated in the City Ordinance and, increase the level of safety from fire and other hazards to lives and property within the City.
2. Re-engage in the process of Plan Review and Fire Suppression/Detection Plan Review to address new construction, re-modeling and re-development within the city. A fee schedule for the provision of these services has been previously approved by City Commission action.
3. Re-engage in a consistent effort regarding educating students and the general public in all-hazards safety and provide to them the skills and training to help save themselves and others.
4. Acquire new pre-incident survey information and update surveys on hand to provide the most current life-safety and hazard information to City Fire units responding to target hazard locations within the City.

Following is information previously provided. It is attached here for your review.

### Fire Code Compliance Inspections:

The Traverse City Code of Ordinances Chapter 1610 – Fire Prevention Generally lists part 106.1.4.as follows:

106.1.4 Frequency of Inspections. This section is changed in its entirety to read as follows: Inspections shall be arranged for and conducted prior to any person occupying a structure and biennially thereafter. However, such scheduled inspections shall not limit the Fire Code Officials right of entry in accordance with Section 104.3.

Within the City there are close to 2,900 occupancies which are to be inspected for Fire Code Compliance by City Fire as described in the Ordinance. Understanding that and “occupancy” does not always mean 1 building or location. If 1 building has 3 businesses within, then that location has 3 separate occupancies that require a separate inspection. Though, in general, the entire building is inspected during 1 visit.

Previous to 2008, City Fire had a Captain Fire Marshal and 4 Fire Inspectors assigned to the Fire Prevention/Inspection office which is a 40-hour/week assignment. Currently, there is only the Fire Marshal. In 2010, due to a hiring freeze, 2 Captains retired in September of that year, and the 2 remaining Fire Inspectors were transferred to the Suppression shifts. In February of 2014, Roxan Hessenaur retired after 24 years with the department. Keith Fritz was hired in January of 2006 direct into a Fire Inspector position. He was not a Paramedic when he was hired. Article 12 – Branches of Service in the Collective Bargaining Agreement was developed to permit the hiring of non-Paramedic personnel to be Fire Inspectors. These personnel were cross-trained in all other fire service disciplines other than Paramedic, along with extra training and education for the role of Fire Inspector.

Following is a table listing fire inspections completed per year since 2011:

Year	Inspections	Plan Reviews	Total
2011	Not defined	Not defined	539
2012	312	69	381
2013	264	105	369
2014	157	137	294
2015	197	164	361
Total	830	475	

The above table only reflects a portion of the responsibilities of the Fire Prevention Division which take time away from performing fire inspections. Permitting, inspection of special events, meeting with contractors and developers along with City Planning and Zoning and other obligations take time away from inspecting occupancies for fire code violations. Many times, due to the complexity of the issues discovered, 1 inspection will result in several visits, all of which are recorded as 1 completed inspection when compliance is achieved.

As a result of the reduction of personnel in the Prevention/Inspection Office to 1 person, it was necessary to focus the limited time available for fire inspections on inspections of what are termed Target Hazards. Industrial and/or commercial occupancies, places of assembly, restaurants, hotels and motels.

The prevention of fires and related emergencies that can be accomplished through a strong fire

inspection program saves lives, property, and preserves the economic viability of the tenant, the property owner, and the business owner and their employees. All of this withstanding, City Fire is currently not able to meet the requirements of the City Ordinance regarding frequency of inspection visits to occupancies in the City.

A solution would be to hire a new Fire Fighter/Paramedic to permit the reassignment of Fire Fighter Keith Fritz back under the command of Captain Sheets in Fire Prevention/Inspection. FF Fritz is current with regards to the State of Michigan and the NFPA Fire Inspector certifications. FF Fritz's time would be focused on performing fire inspections that we have not been able to accomplish due to a limitation on time and manpower. . He has expressed to me that he would be happy to be re-assigned to the position that he was hired for.

The re-assignment of FF Fritz would alleviate a significant time demand on Fire Marshal Sheets. Captain Sheets could then better apply time to the review of Fire Plan review which takes into consideration the review of Fire Detection and Suppression Systems before a project has moved through the review process and construction commences. This is very important as it directly relates to life safety and the protection of property in the City. With the increased tempo of re-development, new construction and remodeling taking place in the City, more time has to be devoted to review of all plans and systems before a project is approved to proceed.

Public Fire Safety Education:

Following is a table that represents the Fire/Life Safety Education outreach that was performed by City Fire before staff reductions that began in 2008:

Program	Yr Dev.	Class/age	# of students before 2008	Current for 2015
Great Escape	2000	1-3 y/o	1,000	0
Fire Fighter Familiarization	1985	Kindergarten	500	220
Escape Obstacle Course	2006	Kindergarten	500	0
Plan to Get Out Alive	1990	4-6 y/o	1,000	0
Lock Down Drills	2007	K-12	22 (2008)	29
Fire Drills	1985	K-12	10	0
High School CPR	1995	Grade 10	350	0
College RA Safety Course	1995	+12	30	0
Culinary Arts Safety Course	1990	+12	50	0
Industry Fire Safety Classes	1985	Adults	4	5
Open House	1997	All	1,500 +	500+
Civic Presentations	1985	All	9	0

Since 2008, education of students and the public regarding Fire/Life Safety has gradually declined due increased time demands on fewer personnel to meet the need.

A reduction of personnel in Fire Prevention/Inspection from 5 to 1 has also shown a reduction in the amount of fire and life safety education outreach that is able to be accomplished.

The reduction in Open House attendance is not tied to a reduction in personnel. It reflects the efforts of other fire departments in the area to interact with citizens within their community.

The re-assignment of FF Fritz to the Fire Prevention/Inspection office would take the public education program in a positive direction. He has received training in fire service public education and has experience in providing different programs to students and adults. His time coupled with what support the Suppression personnel could provide will enable City Fire to increase the effort to educate the public and our students in fire and life safety issues.

FF Fritz is also the only person on City Fire who has had extensive formal training in Juvenile Fire-Setter Intervention. He works with children and teenagers who have a history of setting fires. Typically these individuals are acting out as a result of some type of abuse. Reports sent to me by agencies that refer JFS cases to City Fire are very positive regarding FF Fritz's efforts to help.

#### Pre-Incident Surveys:

A Pre-Incident Survey is a fire service term used to describe an information packet regarding a property and different information points about that property that if known before hand, greatly increase the safety of occupants and the fire service and other emergency service personnel on scene. It also provides for the best use of resources to mitigate not just fires, but any other emergencies involving the building, contents, infrastructure and the environment.

Some of the information contained includes building type, dimensions, construction, floorplans, exits, special hazards, employee/occupant numbers and locations, fire apparatus placement points, fire hydrant locations and flow. Gallons per minute water flow data indicating water supply need for fire based on size, location and growth. Contact numbers for building/priority owners and managers is part of the survey.

City Fire carries binders that contain 148 paper Pre-Incident Surveys on Engine 01, Engine 02 and Ladder 01. Many of these are going on 5 years old. City Fire has been involved in a long process of updating the mobile data computers carried in the units mentioned and have been successfully in having new MDCs installed and operating properly in December of 2015.

FF Keith Fritz would become the point-of-contact for this program. Information brought in from the field would be forwarded to FF Fritz for processing into a standardized pre-incident survey format that would provide quick and easy access to command officers on the scene of an emergency. City Fire is currently evaluating 2 software programs to assist in this effort.

An estimate costs associated with the proposed transfer project are as follows:

Total of annual costs projected	\$121,850.00
Total of one time costs projected	\$3,000.00

Break down as follows:

➤ Wages & benefits:	\$112,850	annual
➤ Continuing education:	\$1,000	annual
➤ Vehicle cost:	\$6,000	annual
➤ Work area costs:	\$1,000	one time
➤ Computer hardware	\$2,000	one time
➤ Computer software/licenses	\$1,000	annual
➤ Inspection supplies	\$500	annual
➤ Resource materials	\$500	annual

An estimate of revenue generated by the Fire Plan Review process performed by the Fire Marshal's office, if an Inspector is added to work under Captain Sheets is projected at \$63,000.00/year.

NOTE: Each review includes 2 inspection visits.

Break down as follows:

➤ Building review:	\$22,000
➤ Site review:	\$6,500
➤ Automatic sprinkler review (new system):	\$10,000
➤ Automatic sprinkler review (modification):	\$5,000
➤ Automatic fire alarm review (new system):	\$8,000
➤ Automatic fire alarm review (modification)	\$4,000
➤ Fire pump review:	\$500
➤ Kitchen hood suppression review (new system):	\$1,750
➤ Kitchen hood system review (modification):	\$1,750
➤ Alternative suppression review (new system):	\$500
➤ Alternative suppression review (modification):	\$500
➤ Additional inspections @ \$100.00/hour:	\$2,500
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➤ Annual projected revenue total-----	\$63,000

I am available at any time to discuss this project.

Respectfully,

Chief Tuller,  
T.C.F.D.



The City of Traverse City

## Communication to the City Commission

FOR THE CITY COMMISSION MEETING OF OCTOBER 17, 2016

DATE: OCTOBER 13, 2016

FROM: <sup>*mc*</sup> MARTY COLBURN, CITY MANAGER

SUBJECT: REQUEST FOR SPECIAL LAND USE PERMIT – MUNSON  
MEDICAL CENTER (16-SLUP-01)

Attached is a memo from City Planning Director Russell Soyring, regarding the above matter.

Also attached is an application and accompanying information submitted by Steve Tongue of Munson Medical Center. This Special Land Use Permit would allow for the construction of a 110 foot tall building for the purposes of a family birth and children's center at 1105 Sixth Street.

The City Commission discussed this project with respect to a street vacation at its October 3, 2016 meeting.

I recommend the following motion:

**that the request from Munson Medical Center for Special Land Use Permit 16-SLUP-01, to allow for the construction of a 110 foot tall family birth and children's center at 1105 Sixth Street, with conditions, as recommended by the Planning Commission, be scheduled for public hearing on November 7, 2016.**

MC/kez

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slup\_phschedule\_16\_SLUP\_01\_Munson\_20161017.doc

copy: Russell Soyring, City Planning Director  
Steve Tongue, [stongue@mhc.net](mailto:stongue@mhc.net)



## City Planning Department

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TO: MARTY COLBURN, CITY MANAGER

THROUGH: RUSS SOYRING, PLANNING DIRECTOR *R. Soyring*

SUBJECT: MUNSON MEDICAL CENTER TALLER BUILDING SPECIAL LAND USE PERMIT RECOMMENDATION

DATE: October 6, 2016

The Planning Department received a request from, Steve Tongue, Vice President of Facilities at Munson Medical Center for a Special Land Use Permit to construct a taller building (over 60 feet) at 1105 Sixth Street. The proposed building would be approximately 110 feet tall measured at the average street elevation. The building is proposed to house a family birth and children's center. These uses are currently available on the medical campus but will be consolidated in the proposed building. To serve this building and the medical campus the large surface parking lot at the SE corner of Sixth and Elmwood is proposed to be converted to a parking deck with several floors of parking.

The property is zoned H-2 (Hospital District) which allows for 110-foot tall buildings by Special Land Use Permit provided the building location is at least 100 feet west of Elmwood Avenue. The proposed building is more than 100 feet west of Elmwood Avenue.

The Master Plan designates this area as a TC-C Campus neighborhood where it states these neighborhood types will have individualized special plans approved by the Planning Commission. Earlier this year, the Planning Commission approved a Master Site and Facility Plan for Munson Medical Center. The development pattern and building massing before you is consistent with this plan.

The attached Staff Report 16-SLUP-01 finds the submission to be in conformance with the requirements provided two (2) conditions are met.

After holding a public hearing, the Planning Commission took the following action:

Motion by Commissioner Koeber, second by Commissioner Richardson, that the request from Steve Tongue, Vice President of Facilities at Munson Medical Center for a Special Land Use Permit for a "Taller building" at 1105 Sixth Street be recommended for approval with conditions as outlined in Staff Report 16-SLUP-01 to the City Commission.

Motion carried 7-1 (Commissioner Grant opposed, Commissioner Weatherholt  
recused.)

Please forward the Planning Commission's recommendation to the City Commission.

RAS/ml

Attachments: Staff Report 16-SLUP-01  
Special Land Use Permit Application  
Perspective rendering provided by Munson  
Traffic Impact Study Executive Summary provided by Munson  
Munson's Statement of Conformance to SLUP general and specific standards  
Plan Set- Revised date 9/27/16 provided by Munson

**STAFF REPORT**

**16-SLUP-01**

DATE: September 30, 2016

**APPLICANT:** Munson Medical Center  
1105 Sixth Street  
Traverse City, MI 49684

**PROPERTY OWNERS:** Munson Medical Center  
1105 Sixth Street  
Traverse City, MI 49684

**STATUS OF APPLICANT:** Property Owner

**PROPERTY ADDRESS:** 1105 Sixth Street.  
Tax I.D. # 28-51-104-076-02

**REQUESTED ACTION:** Taller Building in an H-2 District. 110 foot tall Family Birth and Children's Center building expansion.

**DESCRIPTION:** See Attached

**EXISTING CONDITIONS**

**SITE SIZE:** 37 acres.

**TOPOGRAPHY:** Flat to steep slopes, riverbank slopes, flood plain.

**VEGETATION:** Grass, shrubs and trees.

**SOILS:** Range of sandy loam to organic soils.

**EXISTING ZONING:** H-2 (Hospital District).

**SURROUNDING ZONING/LAND USE**

**NORTH:** H-2 & H-1 (Hospital District), R-1b (Single Family Dwelling District). Medical, office, retail and residential.

**SOUTH:** PR (Planned Redevelopment District). Grand Traverse Commons where there is a mix of uses ranging from institutional and commercial to residential.

**EAST:** H-1 (Hospital District). Medical office and residential.

**WEST:** H-2 (Hospital District). Hospital and medical offices.

**ZONING HISTORY:**

From 1958 to 1999 the property was zoned C-1 (Office Service District). In 1999, the property was rezoned to H-2 (Hospital District).

**RELEVANT SECTIONS OF THE ZONING ORDINANCE:**

[Chapter 1358 H Districts](#)

[Section 1366.08](#) Master Site and Facilities Plans

[Section 1364.01](#) Types of Special Land Use Permit Review

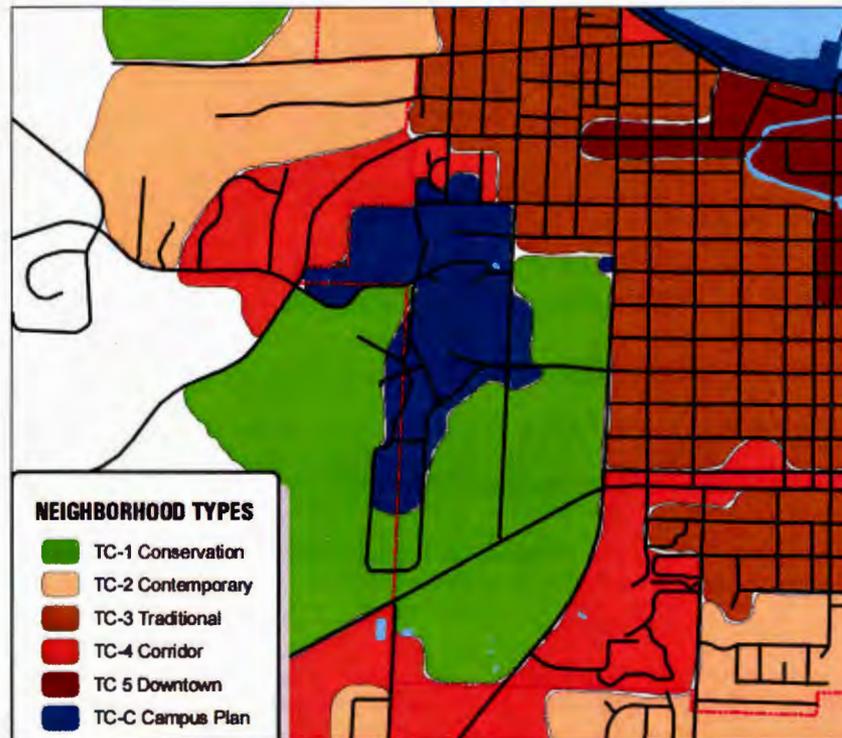
[Section 1364.02](#) General Standards for SLUP Approval

[Section 1364.08 \(13\)](#) Specific Requirements for Taller buildings

**RELATIONSHIP TO THE CITY PLAN:**

The Future Land Use Map designates this neighborhood as a TC-C Neighborhood. The TC-C Campus Neighborhood is for those campuses that are unique within the community. The focus tends to be inward and specific to the campus. These neighborhoods will have individualized specific 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.

Munson’s current Master site and Facilities plan was approved by the Planning Commission on July 6, 2016 and shows Development Sites 2, 3 and 4 which are where the proposed expansion is occurring. A letter to Planning Director Russ Soyring dated June 17, 2016 which was shared with the Planning Commission states that “our next planned expansion includes a parking deck on Development Site #2, a revised main entrance on Development Site #3, and a north expansion on Development Site #4.”



Future Land Use Map

**PUBLIC UTILITIES:**

There are adequate utilities to serve the proposed expansion. In conjunction with the construction of the Cowell Family Cancer Center, Munson Medical Center relocated and increased the capacity of the public utilities located within Sixth Street. The existing 36-inch storm sewer was replaced with a new 42-inch storm sewer and the 10-inch sanitary sewer was replaced. The existing 6-inch water main was replaced with a new 12-inch water main between Beaumont and Madison Streets which increased the reliability and pressure for the district. A new 45-foot wide public easement across Munson property was granted to the City.

**TRAFFIC**

The hospital is not adding beds to its current licensed capacity of 391. However, there will be the capacity to add 41 hospital beds in the future. It is anticipated the additional beds will generate 54 AM peak-hour trips and 58 PM peak-hour trips.

The proposed Taller building will provide beds in private rooms that will replace the beds that are currently located in older sections of the hospital that have double or multiple beds. Multiple bed rooms do not meet today's "best practices" for healthcare. In the addition, the rooms will be sized properly for state of the art technology, as well as space for family (as requested by Munson's "Patient Family Council"). In addition, semi-private rooms (where there are two beds per room), will be converted to private rooms.

Overall – the intent is to provide the same volume of service, but in a much higher quality environment. The Surgery addition will generate additional traffic since an Operating Room will be added. It is anticipated that this addition will generate 20 AM peak-hour trips and 20 PM peak-hour trips.

The applicant has prepared a Traffic Impact Study for the proposed expansion.

**ACCESS:**

The proposed expansion requires the vacation and rededication of a portion of Sixth Street between Madison Street and Beaumont Place. The construction cost for this change will be paid for by Munson Medical Center. Access to a three-level parking deck with 860 auto parking spaces and 35 bicycle racks to accommodate up to 70 bicycles will occur near the intersection of Sixth and Beaumont Streets and the near the Emergency room entrance drive off of Elmwood Avenue. An additional parking lot with 45 spaces at the south east corner of Sixth Street and Madison Street will serve the Cancer Center.

Sidewalks will be on both sides of the relocated Sixth Street and additional sidewalks are proposed to connect to existing sidewalks in the general vicinity.

The BATA bus stop will be relocated to the north side of the new 6<sup>th</sup> street between the entrance drives to the Cancer Center Parking lot. The applicant coordinated this location with BATA and it will remain consistent with their current routes.

**PARKING:**

The proposed expansion includes a three-level parking deck with 860 auto parking spaces, a surface lot with 45 parking spaces and 35 bicycle racks to accommodate up to 70 bicycles. The expansion will involve the elimination of some surface parking. Overall, 396 additional parking spaces will be added.

**ANALYSIS: Taller Building in an H-2 District.**

**General Standards 1364.02:**

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

**Analysis**

The proposed Family Birth and Children’s Center will provide modern space that will accommodate critical patient services which is an appropriate use in the Hospital District. The proposed Family Birth and Children’s Center is also consistent with the Master Site and Facilities Plan for Munson Medical Center approved by the Traverse City Planning Commission in July 2016.

The proposed Family Birth and Children’s Center will be a 110-foot tall addition to the north side of the Munson Medical Center Building and will be equal in height to the existing 110-foot tall Webber Heart Center located on the south side of the Medical Center Building. The architectural character of the Family Birth and Children’s Center is consistent with and complementary to the existing hospital facility including the recently added Webber Heart Center as well as the Cowell Family Cancer Center. In addition, transitional harmony from the taller buildings in the hospital core to the neighborhood is provided by a stepdown in height to the three-story Cowell Family Cancer Center. The recently completed Kids Creek Restoration Project (Kids Creek Tributary A) creates a substantial buffer between the hospital uses and the adjacent residential neighborhood.

**Finding - Met**

- (2) The use shall not be hazardous nor disturbing to existing or planned uses in the vicinity.**

**Analysis**

The proposed Family Birth and Children’s Center expands core health care services in Traverse City in the core of the Hospital zoning district. This use is consistent with the current and planned future uses in the same general vicinity. Existing uses in the vicinity are a hospital, medical offices and residential. The proposed Family Birth and Children’s Center addition is approximately 370 to the nearest residence.

**Finding - Met**

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

**Analysis**

The proposed Family Birth and Children's Center project will be adequately served by existing public infrastructure. Munson Medical Center will construct a new public street with sidewalks to replace the block of Sixth Street that will be vacated. The majority of the proposed facility expansion is to increase the quality of Munson Medical Center's patient and operating rooms rather than increase the quantity of beds. The hospital is replacing semi private (multi-patient occupancy) rooms with private (single patient occupancy) rooms. Munson is also using the surgical expansion to double the size of older operating rooms increasing them from 400 square-feet to the current state-of-the-art 600 square feet.

Munson Medical Center has moved approximately 250 employees off the hospital campus in recent years to facilities at Copper Ridge. Over the next 2 years, the hospital has plans to move approximately 100 more employees to Grand Traverse Commons. In addition, two hospital departments, transcription and billing, are setting up "work from home" arrangements.

Most of Munson's volume growth in the past 3 years has been in Outpatient Services. Outpatient services generally generate more trips than Inpatient. Munson will continue to move outpatient services to offsite locations.

Munson Medical Center has prepared and submitted both a Traffic Study and a Preliminary Basis of Design for use of Public Utility Services. It anticipated that water and sewer flows will increase slightly and the existing system has adequate capacity. An executive summary of traffic impacts was submitted and concluded little or no additional impact on traffic operations at any study area intersections. City Engineering has reviewed the both of these studies and concurs with the findings.

The applicant shall meet the requirements of the Storm Water Runoff Control Ordinance. The applicant has stated that they will use existing and proposed on-site multi-stage underground storm water management systems to infiltrate storm water. The net post construction runoff rate to Kids Creek will be equal to or less than the existing pre-development storm water run-off run-rate.

The applicant is working with the City of Traverse City Fire Department regarding a redundant water supply to the fire protection system and improvements to the east side of the Family Birth and Children's Center for arterial apparatus access.

The hospital is not adding beds to its current licensed capacity of 391. The Taller building is not anticipated to generate a significant amount of additional refuse.

Munson has dedicated circuit and substation with 7200 volt service located west of the hospital and north of the helicopter landing pad. They are a Consumer Energy primary meter customer and they own and maintain all of their distribution transformers.

The proposed expansion is two-thirds of a mile away from Willow Hill Elementary School and Greenspire School. This project will not be adding new dwellings and will have no direct impact on schools or school transportation.

At this time we have not received confirmation from the Police Department that the proposed use can be adequately served. Staff anticipates it will provide a statement from the Police Department prior to, or at the meeting.

**Finding -** Met, contingent on the Police Department finding they can adequately serve the Taller building.

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

**Analysis**

The proposed expansion requires the vacation and rededication of a portion of Sixth Street which will be paid for by Munson. In conjunction with the construction of the Cowell Family Cancer Center, Munson Medical Center has previously relocated and increased the capacity of the public utilities located within Sixth Street. Storm sewer formerly restricted by a 36-inch diameter reach of pipe was replaced with a new 42-inch diameter storm sewer. The existing 6-inch water main was replaced with a 12-inch water main between Beaumont Place and Madison Street thereby increasing the reliability and for the pressure district. The 10-inch sanitary sewer was also replaced and a new 45-foot wide public easement across Munson property was granted to the City of Traverse City.

Munson has prepared and submitted both a Traffic Study and a Preliminary Basis of Design for use of Public Utility Services. It anticipated that water and sewer flows will increase slightly and City Engineering has determined that the existing system has adequate capacity. An executive summary of traffic impacts was submitted and concluded little or no additional impact on traffic operations at any study area intersections.

Existing beds will not be increasing during the initial phase and traffic will not significantly change even when the future phase is built out with 41 additional beds. Police and Fire Departments do not anticipate requiring additional staffing and equipment to service the proposed use.

**Finding - Met**

- (5) The use shall not involve any 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.**

**Analysis**

The proposed Family Birth and Children's Center project is consistent with the existing hospital use and will not involve any excessive production of traffic, noise, fumes, glare, or odors that would be detrimental to any person, property, or general public.

Munson Medical Center provided a traffic study that demonstrates the reassignment of traffic related to the 6th Street realignment. The new trips generated from the opening of the proposed Surgical Addition and 41-bed addition to the Munson Family Birth and Children's Center are expected to have minor or no additional impact on traffic operations.

Munson Medical Center has undertaken a number of measures to encourage a reduction in employee commuter trips by offering various incentives and programs.

The applicant shall meet the requirements of the Storm Water Runoff Control Ordinance. The applicant has stated they will use existing and proposed on-site multi-stage underground storm water management systems to infiltrate storm water. The net post construction runoff rate to Kids Creek will be equal to or less than the existing pre-development storm water run-off run-rate. A portion of the existing parking lot along S. Elmwood Avenue is located in the in the 100-year flood plain of this tributary. This area is not a regulatory floodway based on correspondences between the applicant and the State of Michigan. The proposed new construction of the parking deck will encroach on the existing floodplain. The applicant will provide adequate compensatory storage, which will be verified prior to the issuance of any permits, such that the encroachment will not result in an increase in flood levels within the community during the

occurrence of the flood base discharge. As-built certification shall be required upon completion of the project by a licensed surveyor/ engineer prior to the issuance of a Final Certificate of Occupancy.

There is a mechanical penthouse on top of the Family Birth and Children's Center addition and will be fully enclosed to minimize noise fumes, glare and odors

**Finding - Met**

- (6) **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.**

**Analysis**

The proposed Family Birth and Children's Center project does not include impact any historic buildings or landmarks.

**Finding - Met, no impact on historic buildings or landmarks.**

- (7) **Elements shall relate to 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.**

**Analysis**

The proposed Family Birth and Children's Center is consistent with the Master Site and Facilities Plan for Munson Medical Center approved by the Traverse City Planning Commission on July 6, 2016. The architecture of the centrally located Family Birth and Children's Center will provide a harmonious transition from the historic, predominantly yellow brick of the southern campus buildings with the more recent predominantly brown brick of the buildings on the north side of campus. The applicant has provided a color perspective rendering to illustrate conformance with this standard.

**Finding - Met**

- (8) **The use shall be consistent with the intent and purposes of the zoning district in which it is proposed.**

**Analysis**

The intent of the H-1 and H-2, Hospital Districts are for the purpose of accommodating medical centers, hospitals and all their normally related functions, if properly sited in relation to each other and pursuant to an approved plan for that district.

The proposed Family Birth and Children's Center use is consistent with the function of a medical center. The structure is appropriately sited in the core of the Hospital zoning district, functionally integrated into the existing hospital building and in conformance with the approved Master Facilities Site Plan.

**Finding - Met**

**Specific Requirements 1364.08 (13)**

- (a) **The building stories and height are consistent with Section 1368.01.**

**Analysis**

The maximum building height for the H-2 District is 110 feet west of Elmwood Avenue within 100 feet of the right-of-way. The proposed Family Birth and Children's Center addition is several hundred feet west of the Elmwood Avenue. The proposed Family Birth and Children's Center addition is at height of 110 feet with an enclosed mechanical penthouse at a height of 125 feet. Parapet walls that screen rooftop equipment are allowed to exceed the height requirements of the district. The roof top mechanical equipment, as a condition of the Special Land Use Permit, is required to be completely screened and enclosed.

**Finding - Met**

- (b) **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.**

**Analysis**

All roof mounted mechanical equipment on the building will be completely screened from view within a mechanical penthouse. The mechanical penthouse is composed of elements that are architecturally consistent with the design of the primary structure.

**Finding - Met**

- (c) **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.**

**Analysis**

The building has a flat roof with no steeples or other architectural embellishments.

**Finding - Met**

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

**Analysis**

The applicant has provided both a physical scale model and a color perspective rendering of the Family Birth and Children's Center.

**Finding - Met**

**RECOMMENDATION:**

**Staff recommends the request 16-SLUP-01 be approved with the following conditions:**

- 1. The applicant will provide adequate compensatory floodplain storage resulting from the proposed floodplain encroachment.**
- 2. As-built certification shall be required upon completion of the project by a licensed surveyor/ engineer prior to the issuance of a Final Certificate of Occupancy.**



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: 8-25-16
CHECK NO. 456224439	HEARING DATE: _____
RECEIPT NO. 19182	PARCEL NUMBER: _____

Property address: **1105 6th St, Traverse City, MI 49684**

Legal description: **See Attached Munson Medical Center Description of Property**

Description of request: **Taller Building in H-2 Zoning for Family Birth and Children's Center**

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, *SITE PLANS AND SITE DEVELOPMENT STANDARDS*.

Names of all property owners: **Munson Medical Center**

Applicant's name: **Steve Tongue, Vice President of Facilities**

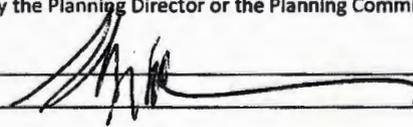
Address: **1105 6th Street, Traverse City, MI 49684**

Telephone: **(231) 935-6167**

Telefax: **(231) 935-6924**

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):

 Steve Tongue

Signature of applicant (if different than owner):

Relationship of applicant to owner: **Vice President of Facilities**

\*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.



FRANKLIN STREET

MADISON STREET

NEW SIXTH STREET

BEAUMONT STREET

SIXTH STREET

ELMWOOD AVENUE

SEVENTH STREET

DRIVE

MEDICAL CAMPUS

## **Executive Summary**

---

Munson Medical Center (MMC) has proposed a new Munson Family Birth and Children's Center which also includes a Surgical Addition and an 815-space parking deck at their Traverse City, Michigan campus. The Munson Family Birth and Children's Center will initially include five floors. However, MMC is also interested in assessing the traffic impact of including two additional floors to the Family Birth and Children's Center, encompassing 41 additional beds.

The site is located on the north end of the MMC Campus, along 6<sup>th</sup> Street between Madison Street and Beaumont Place. In preparation for the new Family Birth and Children's Center, the segment of 6<sup>th</sup> Street between Madison Street and Beaumont Place will be closed and relocated/realigned to the north between Madison Street and Beaumont Place. The realignment will be just south of the Cowell Family Cancer Center (CFCC), reducing the parking supply at the adjacent Lot B by 112 parking spaces. Prior to the 6<sup>th</sup> Street realignment and loss of Lot B parking, MMC will construct the 815-space parking deck on the current site of the 340-space Lot A, along with reassigning about one-half of the Lot B parking patrons from Lot B to the new parking deck. The proposed developments and 6<sup>th</sup> Street realignment are expected to be open in 2018.

### **EXISTING (2016) CONDITIONS**

Under existing (2016) conditions, all study area intersection movements operate at LOS "D" or better, with the exception of the Madison Street left-turn/thru movements on the northbound approach to Front Street, which operates at LOS "F" with an associated 95<sup>th</sup> percentile queue length of three (3) vehicles.

### **BASE YEAR (2018) CONDITIONS**

Base year (2018) volumes were projected by increasing the existing peak-hour volumes by 3% (1.5% per year growth factor). No road improvements are expected by 2018 in the study area. The base year (2018) analysis reveals that all intersection movements are projected to maintain an acceptable level of service ("D" or better), with the exception of the Madison Street left-turn/thru movements on the northbound approach to Front Street, which operates at LOS "F" with an associated 95<sup>th</sup> percentile queue length of four (4) vehicles.

### **OPENING YEAR (2018) CONDITIONS**

To determine the opening year (2018) peak-hour volumes, the following peak-hour volumes were summed:

1. Lot B Traffic Re-assignment with 6<sup>th</sup> Street Realignment
2. MMC Campus Traffic Re-assignment with 6<sup>th</sup> Street Realignment
3. Trip Generation and traffic assignment for new Surgical Addition

Applying the above trips to base year (2018) peak-hour traffic volumes resulted in opening year (2018) peak-hour volumes that include the reassigned and new development trips. The opening year (2018) analysis reveals that all intersection movements are projected to maintain an acceptable level of service ("D" or better), with the exception of the Madison Street left-turn/thru movements on the northbound approach to Front Street, which operates at LOS "F" with an associated 95<sup>th</sup> percentile queue length of four (4) vehicles, the same LOS and queue length as base year (2018).

### **OPENING YEAR (2018) CONDITIONS (WITH 41-BED ADDITION)**

The opening year (2018) with 41-bed addition analysis reveals that all intersection movements are projected to maintain an acceptable level of service ("D" or better), with the exception of the Madison Street left-turn/thru movements on the northbound approach to Front Street, which operates at LOS "F" with an

associated 95<sup>th</sup> percentile queue length of four (4) vehicles, and the Elmwood Street shared left-turn/thru/right-turn movements on the southbound approach to Front Street which operate at LOS "E" (morning peak-hour) with an associated 95<sup>th</sup> percentile queue length two (2) vehicles and the Elmwood Street shared left/thru/right-turn movements on the northbound approach to Front Street which operate at LOS "E" (afternoon peak-hour) with an associated 95<sup>th</sup> percentile queue length four (4) vehicles.

## **CONCLUSIONS**

Based on the analyses performed in this study, the proposed development and 6<sup>th</sup> Street realignment are anticipated to have minor impacts to the study area intersections. The findings of the study are as follows:

- *For Existing (2016), Base Year (2018), and Opening Year (2018)* – All movements operate at an acceptable LOS except for the northbound Madison Street shared left-turn/thru movements at Front Street which operates at LOS "F". However these movements entail low volumes and short traffic queues.
- *Opening Year (2018) With 41-Bed Addition* – All movements operate at an acceptable LOS except for the northbound Madison Street shared left-turn/thru movements at Front Street which operates at LOS "F" (morning and afternoon peak-hours), the southbound Elmwood Street shared left-turn/thru movements at Front Street which operates at LOS "E" (morning peak-hour), and the northbound Elmwood Street shared left-turn/thru movements at Front Street which operates at LOS "E" (afternoon peak-hour). However both the Madison Street and Elmwood Street movements entail low volumes and short traffic queues in both the morning and afternoon peak-hours.
- The reassignment of traffic related to the 6<sup>th</sup> Street realignment and new site traffic from the opening of the proposed Surgical Addition and possible 41-bed addition to the Munson Family Birth and Children's Center are expected to have little or no additional impact on traffic operations at any of the study area intersections in opening year 2018.

## **RECOMMENDATION**

- It is recommended that new peak-hour turning movement counts be conducted after the MMC expansion project is complete and operational to assess actual increases and changes to peak-hour traffic operations at study area intersections related to the 6<sup>th</sup> Street re-alignment and planned MMC expansion.

# Statement of Conformance to General Standards of Approval for a Special Land Use Permit to Allow a Taller Building at 1105 Sixth Street

Family Birth and Children's Center, Munson Medical Center

1105 Sixth Street, Traverse City

Submitted: Monday, September 19, 2016

ReSubmitted: Wednesday, September 28, 2016

The proposed Munson Medical Center Family Birth and Children's Center will be located at 1105 Sixth Street in the H-2 Hospital zoning district. The proposed project meets the standards of the City of Traverse City Zoning Ordinance. The ordinance allows a 110-foot building in the H-2 Hospital zoning 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 appropriate in appearance with the existing or intended character of the general vicinity.**

The following documents provide guidance with regard to the existing and intended character in the general vicinity of the proposed Family Birth and Children's Center.

Traverse City Zoning Ordinance:

*The H-2 Hospital District is established for the purpose of accommodating medical centers, hospitals and all their normally related functions, if properly sited in relation to each other and pursuant to an approved plan for that district... Developments in the H-2 district shall be functionally integrated with other buildings and parking areas and be in substantial conformity with the Hospital Master Site and Facilities Plan.*

Traverse City Master Plan:

*The TC-C Campus Neighborhood is for those campuses that are unique within the community. The focus tends to be inward and specific to the campus. These neighborhoods will have individualized special plans approved by the Planning*

Statement of Conformance to General Standards of  
Approval for a Special Land Use Permit to Allow a Taller  
Building at 1105 Sixth Street

*Commission. At the boundaries of the campus the level of intensity cannot exceed the level of intensity of the adjoining neighborhoods.*

The proposed Family Birth and Children's Center provides modern space that will accommodate critical patient services which comport with appropriate use in the Hospital District. The proposed Family Birth and Children's Center is also consistent with the Master Site and Facilities Plan for Munson Medical Center approved by the Traverse City Planning Commission in July 2016.

The proposed Family Birth and Children's Center will be a 110-foot tall addition to the north side of the Munson Medical Center Building and will be equal in height to the existing 110-foot tall Webber Heart Center located on the south side of the Medical Center Building. The architectural character of the Family Birth and Children's Center is consistent with and complementary to the existing hospital facility including the recently added Webber Heart Center as well as the Cowell Family Cancer Center. In addition, transitional harmony from the taller buildings in the hospital core to the neighborhood is provided by a stepdown in height to the three story Cowell Family Cancer Center.

Furthermore, the naturalizing of Kids Creek creates a substantial buffer providing a harmonious transition between the hospital uses and the adjacent residential neighborhood.

- (b) The use shall not be hazardous or disturbing to existing or planned future uses in the same general vicinity.**

The proposed Family Birth and Children's Center expands core health care services in Traverse City in the core of the Hospital zoning district. This use is consistent with the current and 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.**

The proposed Family Birth and Children's Center project will be adequately served by existing public infrastructure. Munson Medical Center will construct a new public street with sidewalks to replace the block of Sixth Street that will be vacated. The majority of the proposed facility expansion services to increase the quality of Munson's patient beds and operating rooms rather than increase the quantity of beds. Munson is replacing semi private (multi-patient occupancy) rooms with private (single patient occupancy) rooms.

Statement of Conformance to General Standards of  
Approval for a Special Land Use Permit to Allow a Taller  
Building at 1105 Sixth Street

Munson is also using the surgical expansion to double the size of older operating rooms increasing them from 400 square-feet to the current state of the art 600 square feet.

It is also important to note that the proposed expansion follows on a recent decompression and relocation of existing services. Munson has moved approximately 250 employees off the hospital campus in recent years to facilities at Copper Ridge. Over the next 2 years Munson has plans to move approximately 100 more employees to the Commons. In addition, two hospital departments, transcription and billing, are setting up “work from home” arrangements.

Most of Munson’s volume growth in the past 3 years has been in Outpatient Services. Outpatient services generally generate more trips than Inpatient. We continue to move outpatient services to offsite locations. Examples of this include the recent relocation of our Pre-Operative Assessment Clinic to MCHC and our plans to move Pediatric clinics to MCHC in the next year. We are investing approximately \$5 million in upgrades to MCHC to allow it to absorb more of our Outpatient Services in the future. Between Copper Ridge and MCHC, we have diverted approximately one quarter of a million patient visits to offsite locations every year.

**(d) The use shall not create excessive additional requirements at public cost for public facilities and services.**

In conjunction with the construction of the Cowell Family Cancer Center, Munson Medical Center has previously relocated and increased the capacity of the public utilities located within Sixth Street. Specifically, storm sewer formerly restricted by a 36-inch diameter reach of pipe was replaced with a new 42-inch diameter storm sewer. The existing 6-inch watermain was replaced with a 12-inch watermain between Beaumont Street and Madison Street thereby increasing the reliability and for the pressure district. Finally, the 10-inch sanitary sewer was also replaced. A new 45-foot wide public easement across Munson property was granted to the City of Traverse City.

To demonstrate conformance with this standard Munson has prepared and submitted both a Traffic Study and a Preliminary Basis of Design for use of Public Utility Services.

Statement of Conformance to General Standards of  
Approval for a Special Land Use Permit to Allow a Taller  
Building at 1105 Sixth Street

- (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.**

The proposed Family Birth and Children's Center project is consistent with the existing hospital use and will not involve any excessive production of traffic, noise, fumes, glare, or odors that would be detrimental to any person, property, or general public.

Munson has provided a traffic study that demonstrates the reassignment of traffic related to the 6th Street realignment and new site traffic from the opening of the proposed Surgical Addition and 41-bed addition to the Munson Family Birth and Children's Center are expected to have little or no additional impact on traffic operations.

Furthermore it is important to note that Munson has been undertaking a number of measures to encourage a reduction in employee commuter trips including:

- Annual sponsorship for Smart Commute week
- Recent installation of 60 additional bike racks for a total of 150 bike racks on campus
- Renovation of employee showers for biking commuters
- Munson provides a meal ticket incentive to students who smart commute. In 2015, a total of 650 smart commute meal tickets were issued.
- Provision of a "Munson Commuter" loaner bike that can be checked out at HR
- Coordination with BATA to expand Munson offerings as part of their BATA Master Plan
- Munson led fundraising efforts for first phase of "Buffalo Ridge" bike path by providing a challenge donation that solicited additional donations from other Commons entities.
- Participated in MLUI Commuter Incentive Strategy study

With regard to water runoff, Munson will continue its previous practices of with the utilization of on-site multi-stage underground stormwater management systems to infiltrate stormwater. The net post construction runoff rate to Kids Creek will be equal to or as practicable less than the existing pre-development stormwater run-off run-rate.

In addition, encroachments within the regulatory floodway, including fill, new construction, substantial improvements and other development, which encroachments would result in any increase in flood levels within the community during the occurrence of the flood base discharge are prohibited, except by variance.

Statement of Conformance to General Standards of  
Approval for a Special Land Use Permit to Allow a Taller  
Building at 1105 Sixth Street

- (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 proposed Family Birth and Children's Center project does not include impact any historic buildings or landmarks.

- (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 Family Birth and Children's Center is also consistent with the Master Site and Facilities Plan for Munson Medical Center approved by the Traverse City Planning Commission on July 6, 2016. The architecture of the centrally located Family Birth and Children's Center provides a harmonious transition from the historic, predominantly yellow brick of the southern campus buildings with the more recent predominantly brown brick of the buildings on the north side of campus. The applicant has provided a color perspective rendering to illustrate conformance with this standard.

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

Hospital districts are for the purpose of accommodating medical centers, hospitals and all of their normally related functions if properly sited in relation to each other and pursuant to an approved plan for that district. The proposed Family Birth and Children's Center use is consistent with the function of a medical center. The structure is appropriately sited in the core of the Hospital zoning district, functionally integrated into the existing hospital building and in conformance with the approved Master Facilities Site Plan.

- (i) The specific requirements outlined in each applicable section of this Zoning Code shall be satisfied.**

The applicant has worked with both the City Zoning Administrator and the City Planning Director to assure that the applicable sections of the Zoning Code have been satisfied. Furthermore, this project is also undergoing a Site Plan Review in addition to the Special Land Use Permit Review.

Statement of Conformance to General Standards of  
Approval for a Special Land Use Permit to Allow a Taller  
Building at 1105 Sixth Street

**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 1368.06 refers to the building height requirements in 1358.06. The proposed Family Birth and Children's Center is allowed a maximum height of 110-feet as it will be within the H-2 district, west of Elmwood Avenue and less than 100-feet from the right-of-ways for both Sixth Street and Beaumont Street.

**(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.**

All roof mounted mechanical equipment on the "taller building" shall be completely screened from view within a mechanical penthouse. The mechanical penthouse shall be composed of elements that are architecturally consistent with the design of the primary structure.

**(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.**

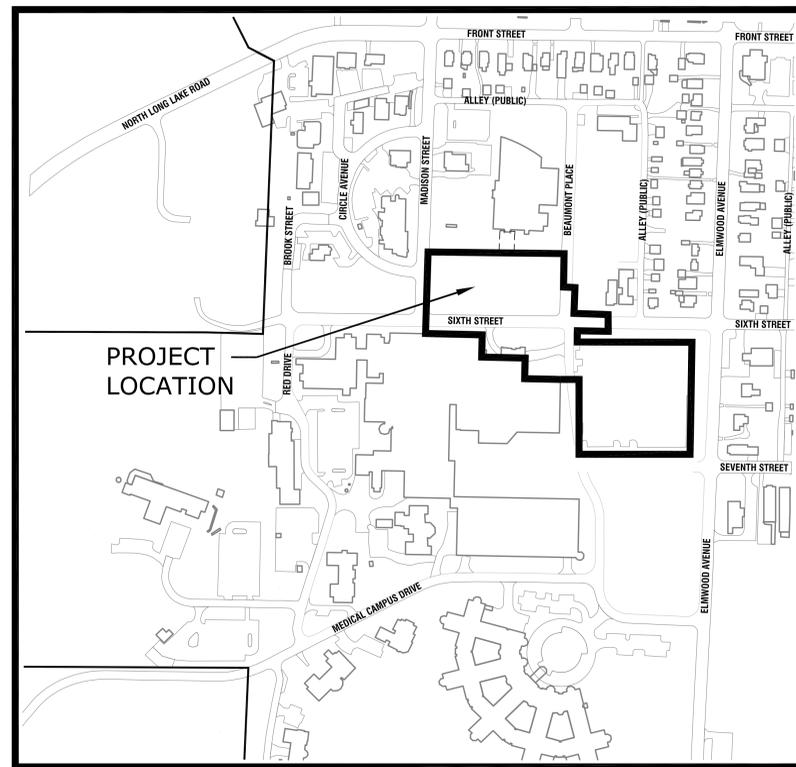
The building has a flat roof with no steeples or other architectural embellishments. This requirement does not apply.

**(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 has provided both a physical scale model and a color perspective rendering of the Family Birth and Children's Center.



# MUNSON MEDICAL CENTER FAMILY BIRTH AND CHILDREN'S CENTER



**VICINITY MAP**

**DRAWING INDEX**

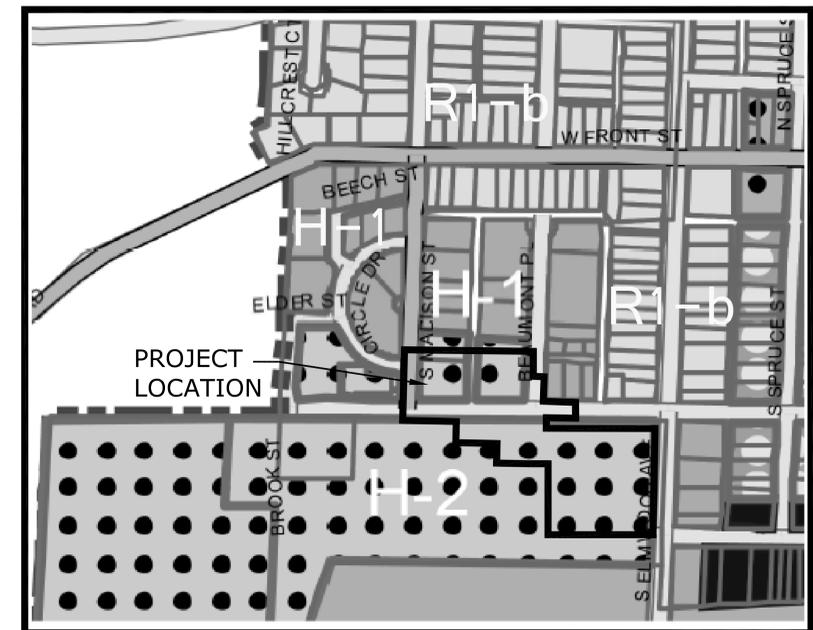
#	DRAWING NAME
INDEX	
T1.1	COVER SHEET
CIVIL	
C0.1	TOPOGRAPHIC SURVEY
C0.2	SITE REMOVAL PLAN
C1.1	SITE LAYOUT PLAN
C2.1	SITE UTILITY PLAN
C3.1	SITE GRADING PLAN
LANDSCAPE	
L1.1	LANDSCAPE PLAN
ARCHITECTURAL	
A1.1	EXTERIOR ELEVATIONS NORTH & EAST
A1.2	BUILDING GROSS SQUARE FOOTAGE PLANS

**PROPERTY OWNER**

MUNSON MEDICAL CENTER  
 1105 6TH STREET  
 TRAVERSE CITY, MI 49684  
 APPLICANT: STEVE TONGUE, PE  
 VICE PRESIDENT FACILITIES

**PREPARER**

AECOM  
 10850 TRAVERSE HIGHWAY, SUITE 3365  
 TRAVERSE CITY, MI 49684  
 PH: 231.932.7592  
 APPLICANT: CHRISTOPHER G. DEGOOD, PE  
 SENIOR CIVIL ENGINEER



**ZONING MAP**  
 NOT TO SCALE

## SITE PLAN REVIEW CITY OF TRAVERSE CITY AUGUST 25, 2016

MARK	DATE	DESCRIPTION

**MUNSON MEDICAL  
 CENTER**  
 TRAVERSE CITY, MI  
 FAMILY BIRTH AND  
 CHILDREN'S CENTER

PROJECT ISSUE DATES
08-25-2015 CITY OF TC SPR AND SLUP
09-27-2016 CITY OF TC SPR AND SLUP - REVISED

DRAWN BY	CHECKED BY	MANAGER
PDR	CGD	FJW

AECOM PROJECT NO.  
**60505143**

**SITE PLAN**

09/28/2016 2:20:35 PM  
 SCALE:













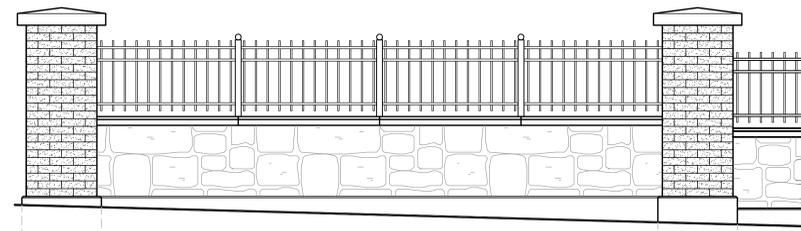


**LANDSCAPE PLANTING NOTES**

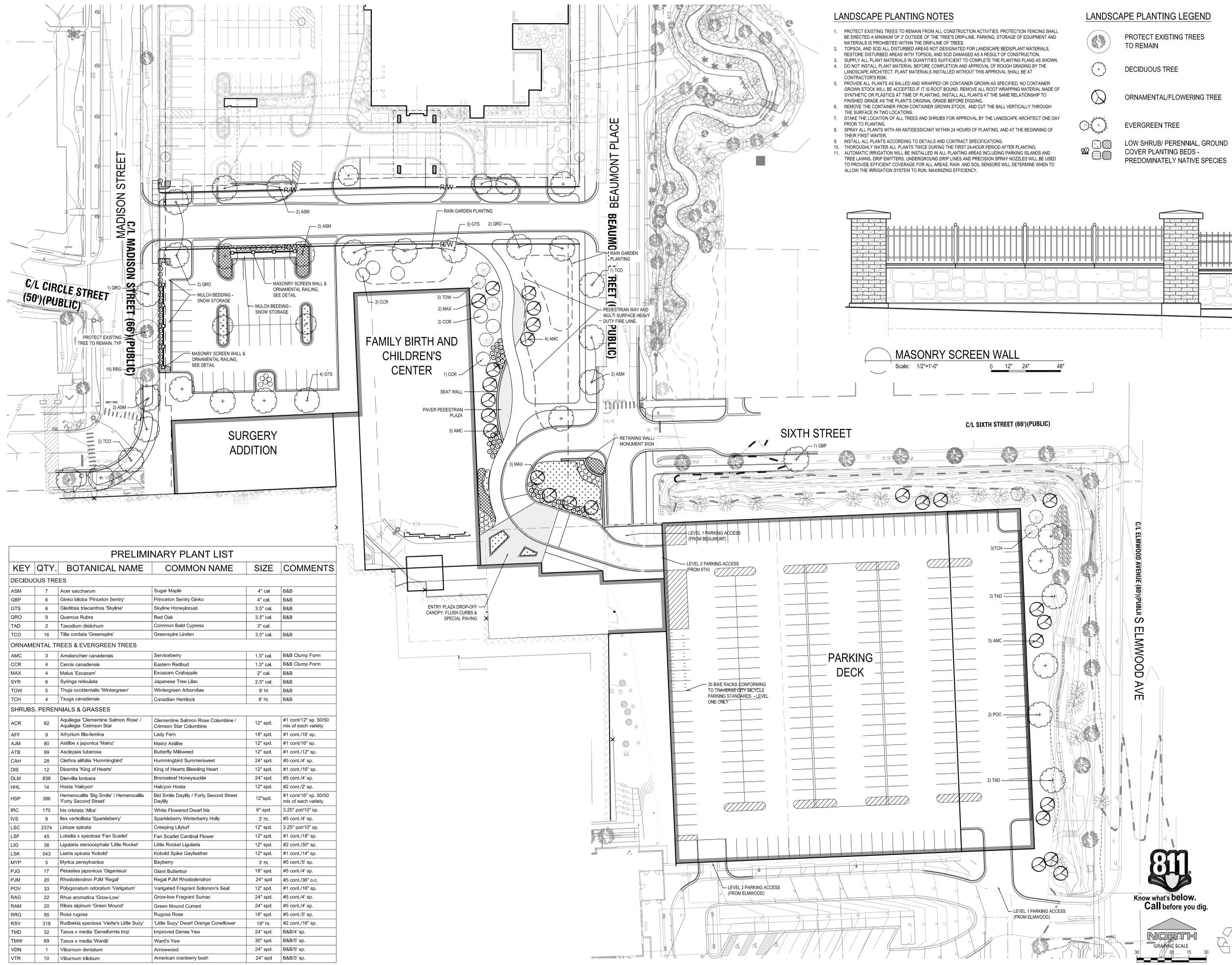
- PROTECT EXISTING TREES TO REMAIN FROM ALL CONSTRUCTION ACTIVITIES. PROTECTION FENCING SHALL BE ERRECTED A MINIMUM OF 2' OUTSIDE OF THE TREE'S DRIP-LINE. PARKING, STORAGE OF EQUIPMENT AND MATERIALS IS PROHIBITED WITHIN THE DRIP-LINE OF TREES.
- TOPSOIL AND SOD ALL DISTURBED AREAS NOT DESIGNATED FOR LANDSCAPE BEDS/PLANT MATERIALS. RESTORE DISTURBED AREAS WITH TOPSOIL AND SOD DAMAGED AS A RESULT OF CONSTRUCTION.
- SURVEY ALL PLANT MATERIALS IN QUANTITIES SUFFICIENT TO COMPLETE THE PLANTING PLANS AS SHOWN. DO NOT INSTALL PLANT MATERIAL BEFORE COMPLETION AND APPROVAL OF ROUGH GRADING BY THE LANDSCAPE ARCHITECT. PLANT MATERIALS INSTALLED WITHOUT THIS APPROVAL SHALL BE AT CONTRACTOR'S RISK.
- PROVIDE ALL PLANTS AS BALLED AND WRAPPED OR CONTAINER GROWN AS SPECIFIED. NO CONTAINER GROWN STOCK WILL BE ACCEPTED IF IT IS ROOT BOUND. REMOVE ALL ROOT WRAPPING MATERIAL MADE OF SYNTHETIC OR PLASTICS AT TIME OF PLANTING. INSTALL ALL PLANTS AT THE SAME RELATIONSHIP TO FINISHED GRADE AS THE PLANT'S ORIGINAL GRADE BEFORE DIGGING.
- REMOVE THE CONTAINER FROM CONTAINER GROWN STOCK. AND CUT THE BALL VERTICALLY THROUGH THE SURFACE IN TWO LOCATIONS.
- STAKE THE LOCATION OF ALL TREES AND SHRUBS FOR APPROVAL BY THE LANDSCAPE ARCHITECT ONE DAY PRIOR TO PLANTING.
- SPRAY ALL PLANTS WITH AN ANTI-DESICCANT WITHIN 24 HOURS OF PLANTING, AND AT THE BEGINNING OF THEIR FIRST WINTER.
- INSTALL ALL PLANTS ACCORDING TO DETAILS AND CONTRACT SPECIFICATIONS.
- THOROUGHLY WATER ALL PLANTS TWICE DURING THE FIRST 24-HOUR PERIOD AFTER PLANTING.
- AUTOMATIC IRRIGATION WILL BE INSTALLED IN ALL PLANTING AREAS INCLUDING PARKING ISLANDS AND TREE LAWNS. DRIP EMITTERS, UNDERGROUND DRIP LINES AND PRECISION SPRAY NOZZLES WILL BE USED TO PROVIDE EFFICIENT COVERAGE FOR ALL AREAS. RAIN AND SOIL SENSORS WILL DETERMINE WHEN TO ALLOW THE IRRIGATION SYSTEM TO RUN, MAXIMIZING EFFICIENCY.

**LANDSCAPE PLANTING LEGEND**

- PROTECT EXISTING TREES TO REMAIN
- DECIDUOUS TREE
- ORNAMENTAL/FLOWERING TREE
- EVERGREEN TREE
- LOW SHRUB/ PERENNIAL, GROUND COVER PLANTING BEDS - PREDOMINATELY NATIVE SPECIES



**MASONRY SCREEN WALL**  
 Scale: 1/2"=1'-0" 0 12" 24" 48"



**PRELIMINARY PLANT LIST**

KEY	QTY.	BOTANICAL NAME	COMMON NAME	SIZE	COMMENTS
<b>DECIDUOUS TREES</b>					
ASM	7	<i>Acer saccharum</i>	Sugar Maple	4" cal.	B&B
GBP	6	<i>Ginkgo biloba</i> 'Princeton Sentry'	Princeton Sentry Ginkgo	4" cal.	B&B
GTS	6	<i>Gleditsia triacanthos</i> 'Skyline'	Skyline Honeylocust	3.5" cal.	B&B
QRO	9	<i>Quercus Rubra</i>	Red Oak	3.5" cal.	B&B
TAD	2	<i>Taxodium distichum</i>	Common Bald Cypress	3" cal.	
TCO	16	<i>Tilia cordata</i> 'Greenspire'	Greenspire Linden	3.5" cal.	B&B
<b>ORNAMENTAL TREES &amp; EVERGREEN TREES</b>					
AMC	3	<i>Amelanchier canadensis</i>	Serviceberry	1.5" cal.	B&B Clump Form
CCR	4	<i>Cercis canadensis</i>	Eastern Redbud	1.5" cal.	B&B Clump Form
MAX	4	<i>Malus 'Excalzam'</i>	Excalzam Crabapple	2" cal.	B&B
SYR	6	<i>Syringa reticulata</i>	Japanese Tree Lilac	2.5" cal.	B&B
TOW	5	<i>Thuja occidentalis</i> 'Wintergreen'	Wintergreen Arborvitae	8' ht	B&B
TCH	4	<i>Tsuga canadensis</i>	Canadian Hemlock	8' ht.	B&B
<b>SHRUBS, PERENNIALS &amp; GRASSES</b>					
ACR	82	<i>Aquilegia</i> 'Clementine Salmon Rose' / <i>Aquilegia</i> 'Crimson Star'	Clementine Salmon Rose Columbine / Crimson Star Columbine	12" spd.	#1 cont/12" sp. 50/50 mix of each variety
AFF	9	<i>Athyrium filix-femina</i>	Lady Fern	18" spd.	#1 cont/18" sp.
AJM	80	<i>Astilbe x japonica</i> 'Mainz'	Mainz Astilbe	12" spd.	#1 cont/16" sp.
ATB	99	<i>Asclepias tuberosa</i>	Butterfly Milkweed	12" spd.	#1 cont/12" sp.
CAH	28	<i>Clethra alifolia</i> 'Hummingbird'	Hummingbird Summersweet	24" spd.	#5 cont/4" sp.
DIS	12	<i>Dicentra</i> 'King of Hearts'	King of Hearts Bleeding Heart	12" spd.	#1 cont/16" sp.
DLM	838	<i>Diervilla lonicera</i>	Bronzeleaf Honeysuckle	24" spd.	#5 cont/4" sp.
HHL	14	<i>Hosta 'Halcyon'</i>	Halcyon Hosta	12" spd.	#2 cont/2" sp.
HSP	386	<i>Hemerocallis</i> 'Big Smile' / <i>Hemerocallis</i> 'Forty Second Street'	Big Smile Daylily / Forty Second Street Daylily	12" spd.	#1 cont/16" sp. 50/50 mix of each variety
IRC	170	<i>Iris cristata</i> 'Alba'	White Flowered Dwarf Iris	6" spd.	3.25" pot/10" sp.
IVS	9	<i>Ilex verticillata</i> 'Sparkleberry'	Sparkleberry Winterberry Holly	3" ht.	#5 cont/4" sp.
LSC	2374	<i>Liriope spicata</i>	Creeping Lilyturf	12" spd.	3.25" pot/10" sp.
LSF	45	<i>Lobelia x speciosa</i> 'Fan Scarlet'	Fan Scarlet Cardinal Flower	12" spd.	#1 cont/18" sp.
LIG	36	<i>Ligularia stenocephala</i> 'Little Rocket'	Little Rocket Ligularia	12" spd.	#2 cont/30" sp.
LSK	543	<i>Liatris spicata</i> 'Kobold'	Kobold Spike Gayfeather	12" spd.	#1 cont/14" sp.
MYP	5	<i>Myrica pensylvanica</i>	Bayberry	3' ht.	#5 cont/5" sp.
PJG	17	<i>Petasites japonicus</i> 'Giganteus'	Giant Butterbur	18" spd.	#5 cont/4" sp.
PJM	20	<i>Rhododendron</i> 'PJM 'Regal'	Regal PJM Rhododendron	24" spd	#5 cont/36" o.c.
POV	33	<i>Polygonatum odoratum</i> 'Variegatum'	Variegated Fragrant Solomon's Seal	12" spd.	#1 cont/16" sp.
RAG	22	<i>Rhus aromatica</i> 'Grow-Low'	Grow-low Fragrant Sumac	24" spd.	#5 cont/4" sp.
RAM	20	<i>Ribes alpinum</i> 'Green Mound'	Green Mound Currant	24" spd.	#5 cont/4" sp.
RRG	95	<i>Rosa rugosa</i>	Rugosa Rose	18" spd.	#5 cont/5" sp.
RSV	318	<i>Rudbeckia speciosa</i> 'Viette's Little Suzy'	'Little Suzy' Dwarf Orange Coneflower	18" ht.	#2 cont/16" sp.
TMD	32	<i>Taxus x media</i> 'Densiformis Imp'	Improved Dense Yew	24" spd.	B&B/4" sp.
TMW	69	<i>Taxus x media</i> 'Wardii'	Ward's Yew	30" spd.	B&B/5" sp.
VDN	1	<i>Viburnum dentatum</i>	Arrowwood	24" spd.	B&B/5" sp.
VTR	10	<i>Viburnum trilobum</i>	American cranberry bush	24" spd	B&B/5" sp.

**SHEET REVISIONS**

MARK	DATE	DESCRIPTION

**MUNSON MEDICAL CENTER**  
 TRAVERSE CITY, MI  
 FAMILY BIRTH AND CHILDREN'S CENTER

PROJECT ISSUE DATES  
 08.25.2016 CITY OF TC SPR AND SLIP  
 09.27.2016 CITY OF TC SPR - REVISED

DRAWN BY: pdr  
 CHECKED BY: MANAGER  
 AECOM PROJECT NO. 60505143

**LANDSCAPE PLAN**

09/27/2016 10:18:01 AM  
 SCALE:



Know what's below.  
 Call before you dig.



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