

MINUTES
TRAVERSE CITY PLANNING COMMISSION
Special Meeting

WEDNESDAY, January 20, 2016

7:30 P.M.

TRAINING ROOM

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

1. **CALL MEETING TO ORDER-** Chairperson Serratelli called the meeting to order at 7:30 p.m.

2. **ROLL CALL**

Mrs. Luick called roll for the Planning Commission.

PRESENT: Commissioners Michael Dow, Janet Fleshman, Gary Howe, Vice-Chairperson Linda Koebert, Ross Richardson (arrived at 7:32 p.m.), Chairperson John Serratelli, Jim Tuller, Jan Warren and Camille Weatherholt

ABSENT: None.

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

Mr. Soyring distributed a handout outlining recent changes to federal guidelines for complete streets and requires the use of the National Association of City Transportation Officials (NACTO)'s Urban Street Design Guide as one of the standards that U.S. Department of Transportation (USDOT) must consider when developing design standards, and it permits local governments to use their own adopted design guides if they are the lead project sponsor even if it differs from state standards.

Commissioner Richardson arrived at 7:32 p.m.

3. **PARKS AND RECREATION 5 YEAR PLAN (Action requested)**

Mr. Soyring introduced the topic stating that a Parks and Recreation Plan is a requirement by the State of Michigan to receive grant funds.

Lauren Vaughn, Parks and Recreation Superintendent, summarized changes to the Draft Parks and Recreation Plan that changed from the last adopted plan. Mr. Vaughn further summarized the timeline for approval.

Commission discussion. Comments related to details in the plan were suggested.

Motion by Vice-Chairperson Koebert, second by Commissioner Howe that the City of Traverse City Parks and Recreation Plan 2016-2021 be recommended for approval to the City Commission.

Motion carried 9-0.

4. PLANNING COMMISSION GOALS (Action requested)

Mr. Soyryng highlighted the changes to the Goals document since it was last discussed on January 5, 2016.

Commission discussion related to items included in the goals. Additional discussion regarding the possibility of adding more staff in the Planning Department to accomplish the goals was discussed.

Motion by Vice-Chairperson Koebert, second by Commissioner Dow that the Planning Commission Goals dated 1/15/16 be accepted by the Planning Commission.

Motion carried 9-0.

5. CAPITAL IMPROVEMENT PROGRAM- CALL FOR PROJECTS (Discussion)

Mrs. Luick explained the Capital Improvement Program timeline and process.

Commission discussion resulted in the following projects for inclusion in the Capital Improvement Program.

Complete street improvements to Peninsula Drive beginning at the Front Street/Peninsula Drive intersection to Peninsula Drive/Garfield Intersection further north on Peninsula Drive (M-37) to the intersection of Eastern Ave/Peninsula Drive. Safety and access to Bryant Park was identified as a critical need.

Planning and Design in coordination with MDOT on problematic trunkline intersections. (Front/Grandview Parkway, 8th Street/Munson Ave were cited as key intersections for planning)

Sidewalk infill program to be of higher priority. Underserved areas like Traverse Heights neighborhood are lacking in sidewalks. Additional infill locations on Lake Avenue and Garfield Avenue were discussed.

American Legion Park improvements to access Boardman River and general projects that offer better access to Boardman River.

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6. **PUBLIC COMMENT-** Vice Chairperson Koebert asked if Commissioners wanted to write letters to the City Manager regarding the Planning Departments staffing needs.
7. **ADJOURNMENT-** Meeting was adjourned at 8:25 p.m.

Respectfully submitted,

Date: February 2, 2016

Janet Fleshman, ps
Janet Fleshman, Secretary

