Grand Traverse Commons
Joint City of Traverse City/Garfield Township Planning Commission

Wednesday, February 3, 2016
7:00 p.m.
Governmental Center, 2nd Floor
Training Room
400 Boardman Avenue, Traverse City, MI 49684
Posted: January 29, 2016

The City of Traverse City does not discriminate on the basis of disability in the admission or access to or treatment or employment in, its programs or activities. Penny Hill, Assistant City Manager, 400 Boardman Avenue, Traverse City, Michigan 49684, 922-4440, T.D.D., 922-4766, has been designated to coordinate compliance with the non-discrimination requirements. If you are planning to attend and you have a disability requiring any special assistance at the meeting and/or if you have any concerns, please immediately notify the ADA Coordinator.

AGENDA

1. Call Meeting To Order

2. Election of Officers
   A. Nominations for Chairperson
   B. Nominations for Secretary

3. Approval of the Agenda

4. Approval of the Minutes of the September 2, 2015

5. Grand Traverse Master Plan Review Committee

6. Grand Traverse Commons Draft Zoning Ordinance – Review of Public Input Received at the Stake Holder Meetings held on the Grand Traverse Commons.

   a. Building Type and Scale for M-3 Development Envelope
   b. Sizes and Shapes of Development Envelopes
   c. Building Length and Building Separation Requirements

7. Reports and Updates

8. Public Comment

9. Adjournment

Grand Traverse Commons
Planning Commission

Regular Meeting
Wednesday, September 2, 2015
Governmental Center, 2nd Floor
Training Room
Botanical Garden at Historic Barns Park, 1490 Red Drive, Traverse City, MI 49684

MINUTES

Present: Commissioners Hale, Serratelli, Clark, Warren and Racine
Absent: None

Staff: Brian VanDenBrand, Township Deputy Planner; Russ Soyring, City Planning Director

1. Call Meeting To Order. The meeting commenced at 7:01 PM.

2. Review and Approval of the Agenda - Conflict of Interest.

   Motion by Commissioner Warren, supported by Commissioner Clark to approve the agenda. Motion passed.

3. Approval of Minutes of the August 5, 2015 Regular Meeting.

   Motion by Commissioner Serratelli, supported by Commissioner Warren to approve the minutes. Motion passed.

4. Botanical Garden and Historic Barns proposed site plan revisions.

   Brian VanDenBrand reviewed his memo regarding the changes proposed for the Historic Barns park. Matt Cowell, Executive Director for the Recreational reviewed the adjustments made to the site with a focus on the circulation pattern that has defines the garden locations. The Recreational Authority is interested in Joint Planning Commission feedback at this conceptual level before taking next steps towards final engineering. The adjusted circulation will help better meet ADA requirements.

   Discussion. There were comments directed towards the goal of minimizing pavement areas and incorporating alternative, environmentally-friendly paving materials for those areas that need to be paved. There was general consensus

the site plan revisions were on track with the goals of the Grand Traverse Commons Master Plan.

5. Grand Traverse Commons Development Regulations

Planning Director Soyring stated that the redlined copy of the draft ordinance from The Minervini Group was submitted late last week and that staff was not prepared to discuss the suggestions for changes at this meeting. Mr. Soyring stated that staff meetings have been scheduled to review the red-lined copy and that meetings will be held and staff will meet with the The Minervini group after their review.

Discussion.

Raymond Minervini commented on building envelopes. Deputy Planner VanDenBrand stated the building envelopes match the envelopes that are in the District Plan.

Planning Director Soyring stated that SHPO would like to see landscaping near the perimeter of buildings to be of low profile so as to not obscure the building's architecture. In addition, SHPO would like to see historic landscapes be replaced when vegetation is lost due to storms, disease, etc.

Chairperson Hale asked if there was any public comment.

Karen Anderson, Cordia expressed a concern regarding the massing and building type specified for Parking Lot K which is located at the northwest side of Building 50.

Vinnie Simpson, 800 Cottageview stated there were inconsistent uses of terms in the draft code. She stated she will share those inconsistencies with staff.

6. Response from Major Stakeholders regarding 5-year mandatory review of the Grand Traverse Commons Master Plan.

Planning Director Soyring stated that the Recreational Authority and TBAISD have responded to date indicating an interest in following the process for the Master Plan review.

7. Division Street (Planning and Environmental Linkage Study).

Commissioner Serratelli stated that the steering team for the study would like to see a traffic signal at 11th and Division Streets but the intersection does not meet warrants for such a signal.

Discussion.

8. Reports and Updates.

Planning Director Soyring stated that the City Planning Commission nominated Cordia in Building 50 for an Outstanding Development Award for the Grand Traverse County's Annual Awards banquet. Commissioner Clark made a motion, supported by Commissioner Serratelli to have the Joint Planning Commission to nominate Cordia for an Outstanding Development Award. Upon vote, the motion passed 5-0.

9. Correspondence.

None.

10. Public Comment

Justin Reed, 630 Cottageview stated that he was in support of developing a roundabout at 14th Street and Division.

11. Adjournment.

The meeting was adjourned at 8:08 PM.

_____
Dated

_____
Jan Warren, Secretary

Grand Traverse Commons
Planning Commission

MEMORANDUM

DATE: For February 3, 2016 JPC Meeting
TO: Joint Planning Commission
FROM: Township / City Staff
RE: Master Plan Review Committee

The Grand Traverse Commons Master Plan was adopted in January 2010. Pursuant to the Michigan Planning Enabling Act, master plans must be formally reviewed after five years or less from its adoption date. Several months ago the Joint Planning Commission discussed the review of the Grand Traverse Commons Plan but no formal action was taken. Formal action on what will be done to the Master Plan needs to be incorporated in the approved set of minutes of the Joint Planning Commission.

Staff recommends a committee be formed comprising of one Joint Planning Commissioner from Garfield Township and one Commissioner from the City of Traverse City to formally review the Grand Traverse Commons Master Plan and that the committee report back to the Joint Planning Commission at its next regular meeting. The findings could be that the master plan does not need to be updated; the master plan needs to be revised and go through the hearing process or the master plan needs to be rewritten and go through the hearing process.

Grand Traverse Commons
Planning Commission

MEMORANDUM

DATE:	For February 3, 2016 JPC Meeting
TO:	Joint Planning Commission
FROM:	Township / City Staff
RE:	Zoning Ordinance Discussion

BACKGROUND:

Over the past several months, Staff and The Minervini Group (TMG) have met multiple times to go over questions and proposed changes to the Grand Traverse Commons Zoning Ordinance. Many changes were incorporated, and some were not. Most of these changes are minor in nature and will not be detailed in a report. (However, if anyone would like to see all changes in electronic format, please contact Staff.)

At this point we have completed the lion's share of the work, but some items are still in need of Planning Commission discussion, as follows:

BUILDING SCALE IN M-3 DEVELOPMENT ZONE:

Establishing appropriate bulk and dimensional regulations for the M-3 Sub-District (Munson Lot "K") is probably the largest remaining discussion point. As currently drafted (see attachment) the district would allow a building of up to 4 stories and over 60-feet in height when including the roof (each story could be up to 15-feet in height). In the current district plan, a building could be up to 66-feet in height on the majority of the parcel, and even up to 84-feet in height on a small portion to the north.

As the Planning Commission may recall, Munson has requested that the draft zoning code closely reflect the district plan, while others have suggested that building mass should be decreased to protect the residential character and views of the neighboring village districts.

SUB-DISTRICT BUILDING ENVELOPES:

TMG has suggested changes to a number of development zone boundaries. Currently, the building envelopes have been drawn to closely match the district plan. We have created three overlay maps to illustrate this proposal; the first indicates the current development envelope, the second indicates the changes proposed by TMG, and the third is current and proposed envelopes shown together.

Because these changes were just received on January 28th, we have not had the opportunity to review the proposals in detail for possible unintended consequences such as potential wetland impact, steep slopes, etc. Therefore, these amendments should be discussed in a preliminary nature but should not be accepted until Staff has the opportunity to do so.

Additionally, TMG has suggested a second category of open space, dubbed Private Open Space. The purpose and intent of the recommended changes is explained in an email from Raymond Minervini, dated 1/28/16 and attached.

SUB-DISTRICT DIMENSIONAL REQUIREMENTS:

TMG has also suggested changes to various requirements for maximum building length and minimum distance between buildings, generally requesting less required distance between buildings, and allowing for longer buildings. This includes sub-districts V-2, V-3, V-4, V-7, and V-8. We have attached these various sections which include TMG and Staff notes in a marked-up format.

MOVING FORWARD:

While more remains to be discussed as the zoning ordinance is finalized, the above discussion points should be enough to fill a meeting agenda. As these issues are worked through, Staff will continue to bring the final questions to the Planning Commission's attention so that we can finalize the zoning ordinance as soon as possible.

Attachments:

- Draft M-3 District, Article 6, Pages 7-8
- TMG Proposed Changes - 1/28/16 Email and 3 overlay maps indicating proposed changes
- TMG Markup Districts V-2, V-3, V-4, V-7, and V-8, Article 5, Pages 6-11, 16-19

Russ Soyring <rsoyring@traversecitymi.gov>

TMG Proposed changes to the draft Development Zone boundaries

2 messages

Raymond Minervini <raymond@thevillagetc.com> Thu, Jan 28, 2016 at 1:18 PM
To: Brian VanDenBrand <bvandenbrand@garfield-twp.com>, Russ Soyring <rsoyring@traversecitymi.gov>, Dave Weston <dweston@traversecitymi.gov>, Roberto Larrea <rlarrea@garfield-twp.com>
Cc: Ray Minervini <ray@thevillagetc.com>, Missy Luick <mluick@traversecitymi.gov>

Good afternoon;

Attached please find the TMG proposed changes to the draft development regulations Development Zones boundaries.

These proposed changes are based upon our estimation of the areas that have the greatest likelihood to contribute to the sustainable adaptive reuse of the central portions of the Village area. We brought the zone boundaries together to eliminate gaps in the center of the redevelopment campus. We have also proposed the expansion of some areas to facilitate feasible re-use of historically developed areas to the west such as the Cistern Building 78 and Garage Building 65, and the historic building and parking area (Parcel B) directly west of Cottage 30. Given intentions for a modest expansion of Greenspire, the V-7 area is also expanded to include that.

We also believe strongly that there needs to be a second category of open space besides CR, which we have dubbed Private Open Space as shown. This may have implications for other private owners such as Ken Richmond and Kitchen Choreography, but as it relates to the former Sub-Areas 2 and 3, this POS area is those areas in private ownership that are not intended for redevelopment. On private land there is a need to limit or expand uses that are otherwise appropriate for publicly-owned park CR areas. This includes the right to control or limit public uses (i.e., no mountain biking on the historic lawn) or hours of access; and also to expand uses, such as hosting a variety of event and festival uses that may not be compatible in the majority of the public park spaces designated as CR.

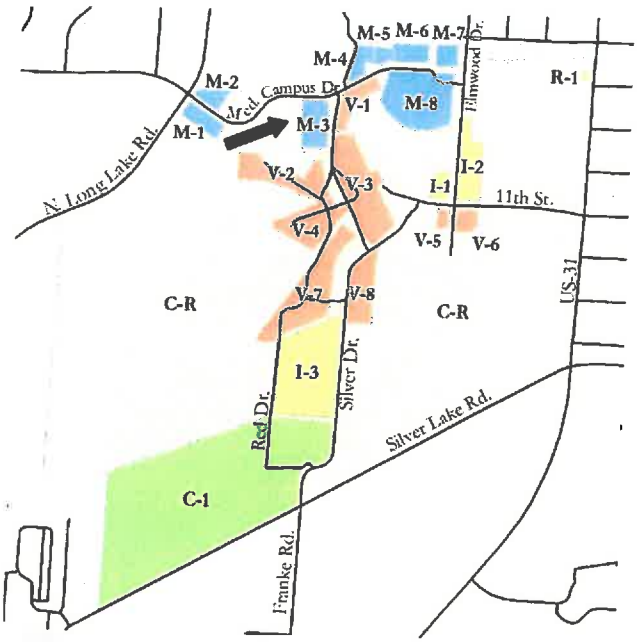
We would be happy to host a site visit to talk through the reasoning for these proposals, as that is the best way to understand our thoughts for the development and parking areas in relation to the lay of the land and prior historic development. Feel free to contact us with any questions about this.

Thank you

- Raymond R. Minervini II
The Minervini Group LLC
231-941-1900 x115

TMG Proposed Changes to Draft Development Regulations SM [1-28-16].pdf
4599K

Medical District
Sub-District 3 (M-3)



Section 6.14 Building Types

- Large Cottage
- Utilitarian (*See Sub-District M-6 design standards.*)

Section 6.15 Design Standards

A. Roofs. Roof pitch shall be as indicated in *Illustration 6.15*. Any roof pitch outside the range indicated may be approved by the Planning Directors.

B. Doors/Entries. Spacing shall be provided as indicated in *Illustration 6.15* along the façade of each building wall that faces an alley or street.

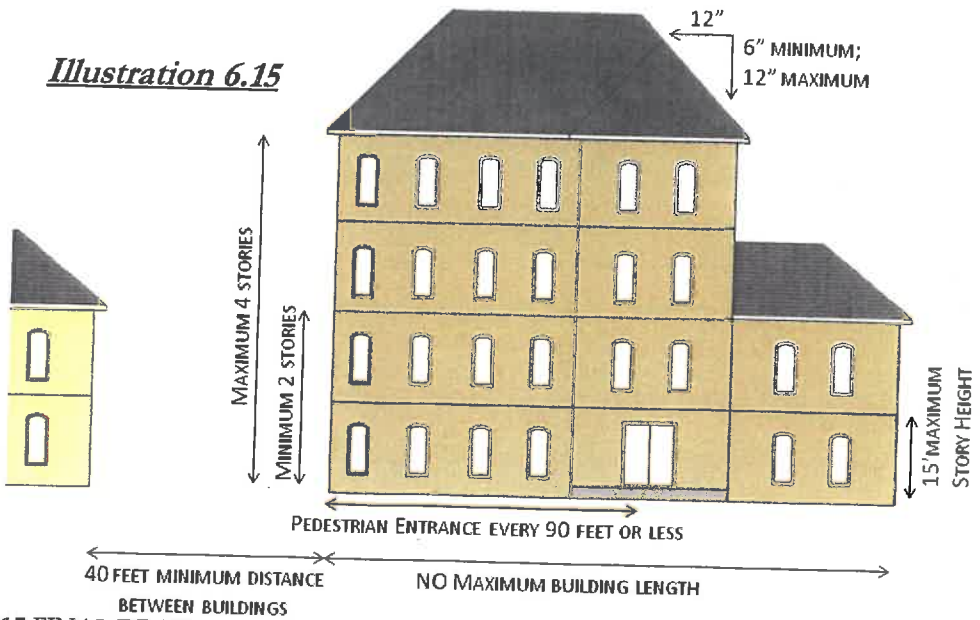
C. Height. Principle buildings shall be measured by stories as indicated in *Illustration 6.15*. Attic space may be utilized in addition to the principle building height requirements provided that the height of the attic space shall be no more than ½ story tall. The height of the first floor above the sidewalk elevation of the primary entrance of the building should be consistent with that of the surrounding buildings within the Sub-District. Accessory buildings shall be no more than twenty (20) feet in height.

Section 6.16 Size, Impervious Surface, and Siting Standards

Structures shall meet all of the following dimensional and bulk standards:

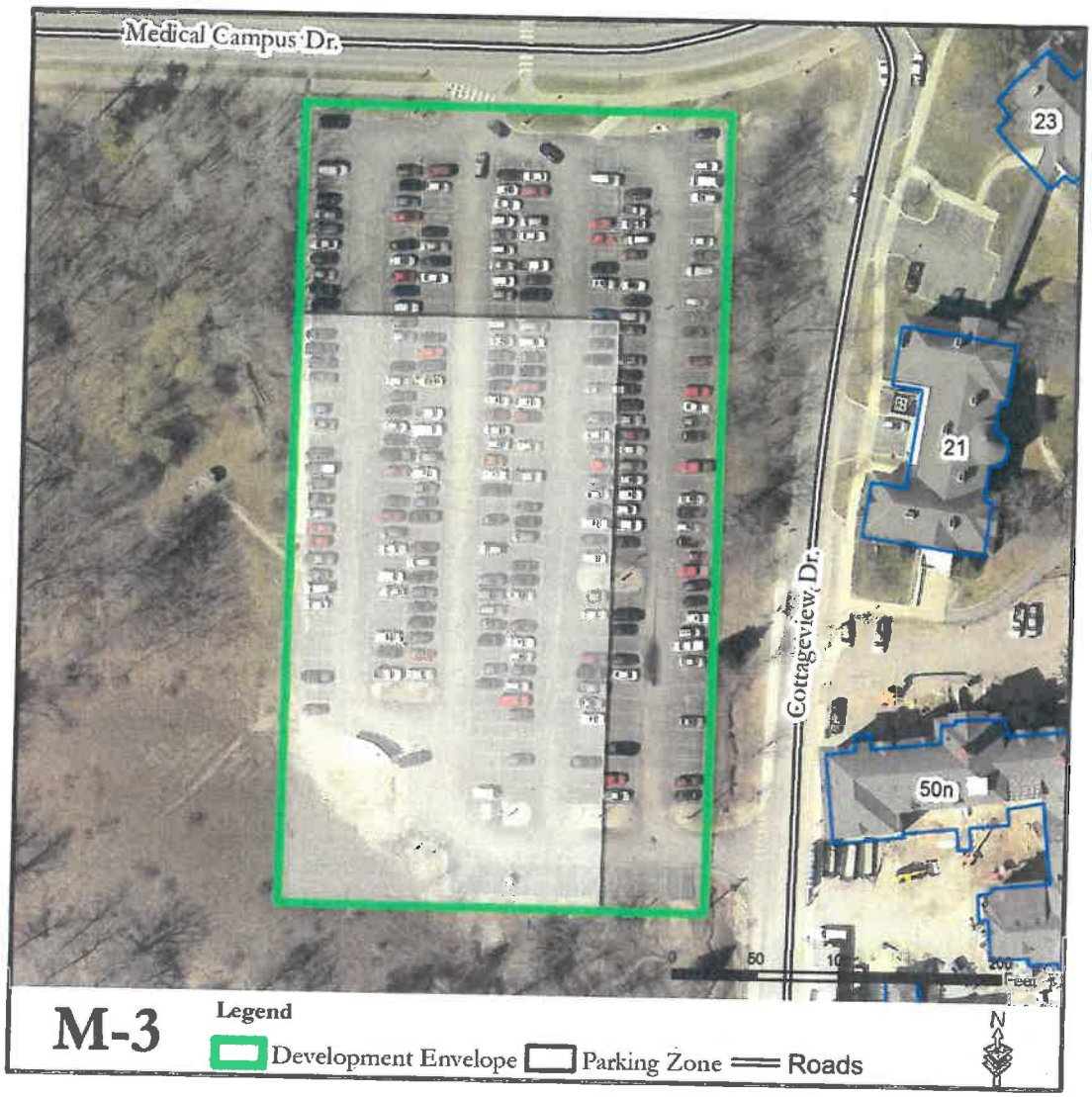
- All buildings shall be within the Development Envelope. All motor vehicle parking shall be within the Parking Zone areas indicated in *Illustration 6. 16.*
- Maximum Total Building Coverage: 90% / 111,100 square feet of Development Envelope.
- Maximum Total Parking Surface: 55% / 67,800 square feet of Development Envelope.
- Maximum Total Impervious Surface: 90% / 111,100 square feet of Development Envelope.
- Minimum distance between buildings and maximum building length shall be established by *Illustration 6.15*. Accessory buildings are exempt from these requirements.

Illustration 6.15



M-3 Character Photos

Illustration 6.16

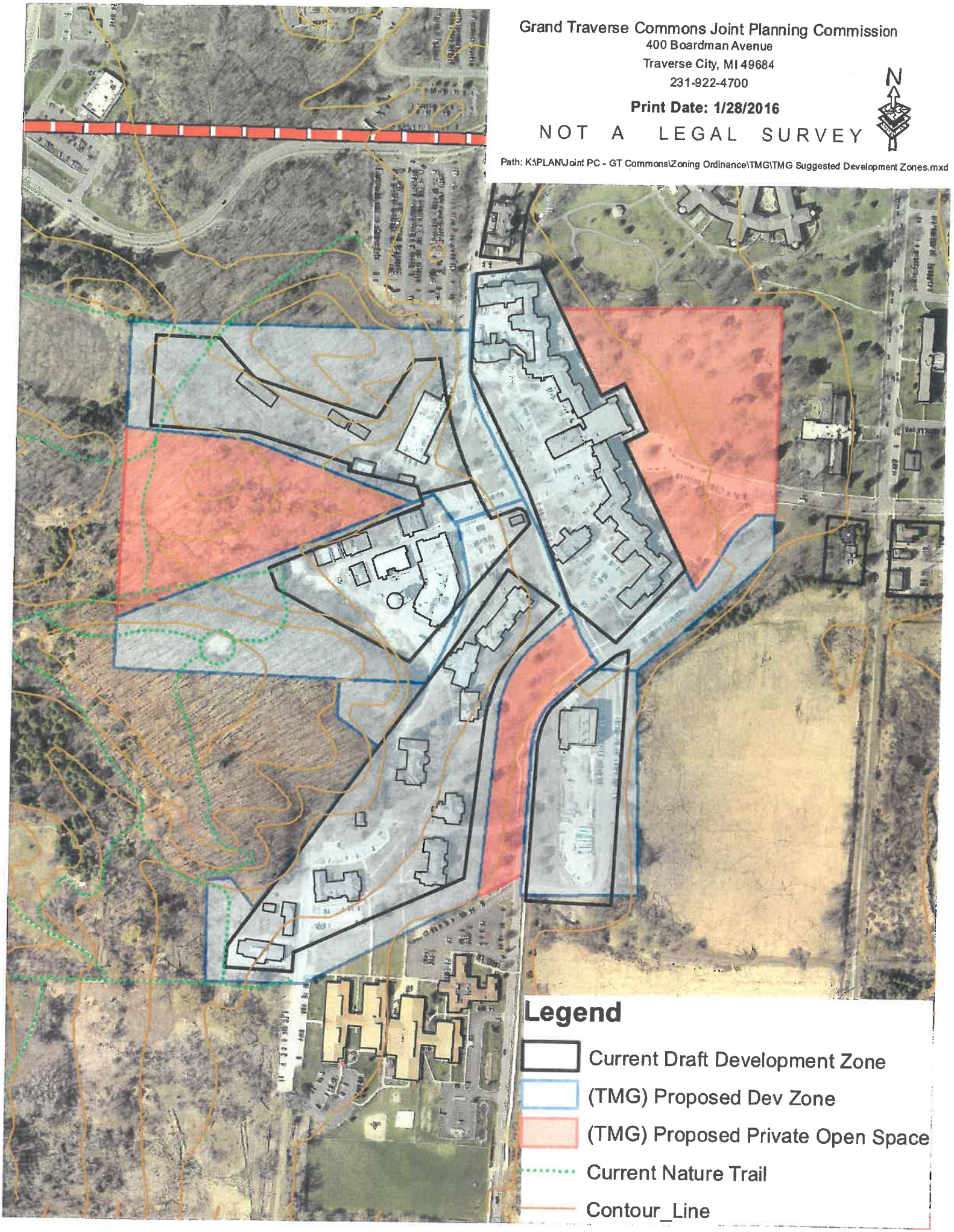


Grand Traverse Commons Joint Planning Commission
400 Boardman Avenue
Traverse City, MI 49684
231-922-4700

Print Date: 1/28/2016

NOT A LEGAL SURVEY

Path: K:\PLAN\Joint PC - GT Commons\Zoning Ordinance\TMG\TMG Suggested Development Zones.mxd



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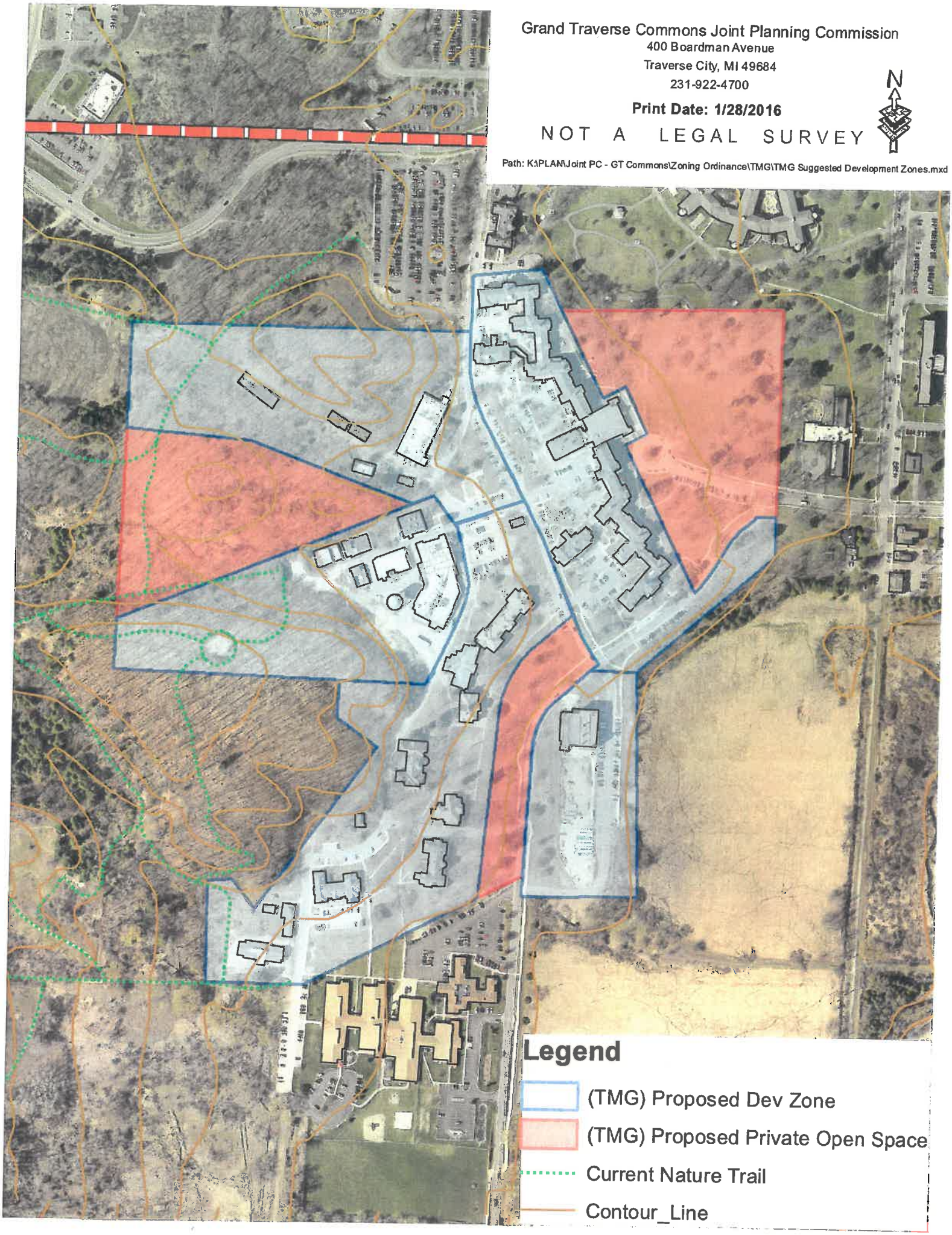

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Print Date: 1/28/2016

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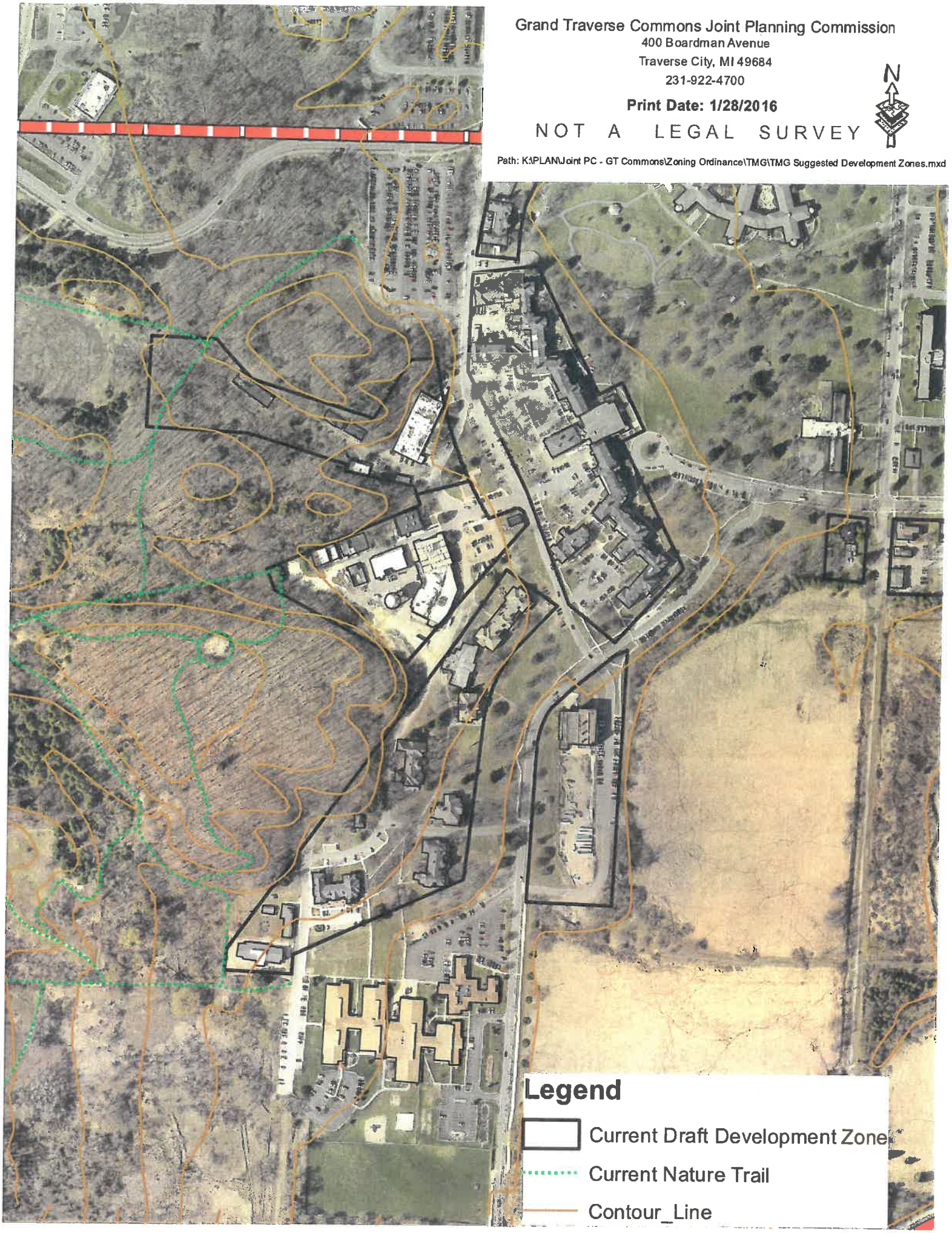
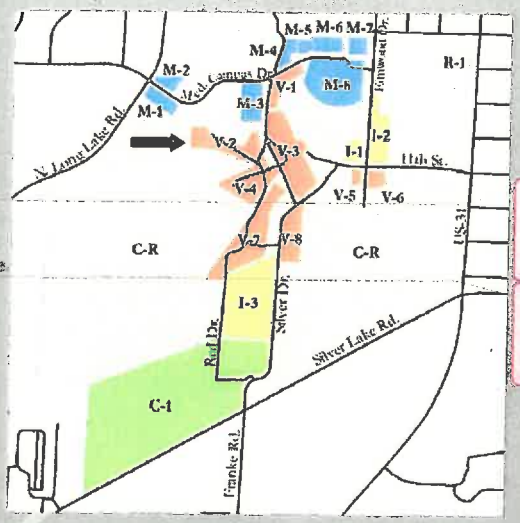


Village District
Sub District 2 (V-2)



Section 5.11 Building Types Allowed by Right

- Warehouse
- Root Cellar

Section 5.12 Design Standards

A. Roofs. Roofs shall be flat, hip and gable, or a shed type.

B. Doors/Entries. Spacing shall be provided as indicated in *Illustration 5.12* along the façade of each building wall that faces an alley or street.

C. Height. Principle buildings shall be measured by stories as indicated in *Illustration 5.12*. The height of the first floor above the sidewalk elevation of the primary entrance of the building should be consistent with that of the surrounding buildings within of the Sub-District. Accessory buildings shall be no more than twenty (20) feet in height.

Comment [r69]: Is a root cellar a building type? Get rid of Root Cellar here but include photo of root cellar and include roof type exception for root cellar

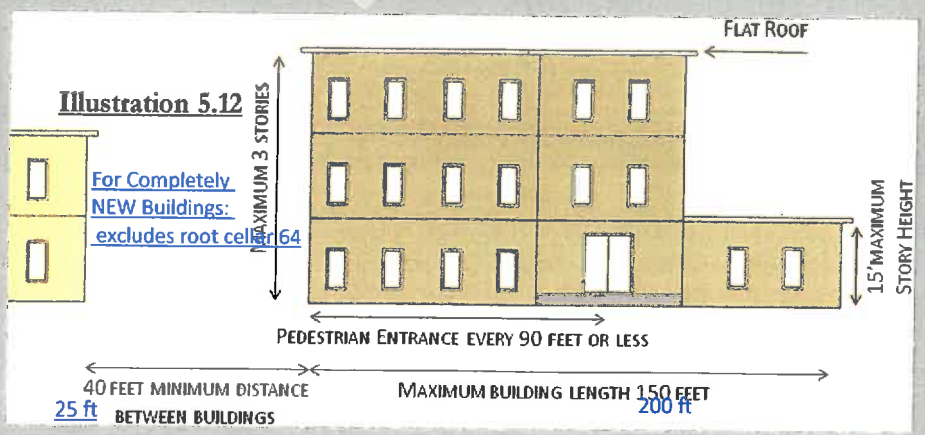
Comment [r70]: This type of roof is not consistent with surrounding areas. Explain why. OK (exception for replacing root cellar which had hip and gable?)

Section 5.13 Size, Impervious Surface, and Siting Standards

Structures shall meet all of the following dimensional and bulk standards:

- All buildings shall be within the Development Envelope. All motor vehicle parking shall be within the Parking Zone areas indicated in *Illustration 5.13*.
- Maximum Total Building Coverage: 50% / 105,700 feet of Development Envelope. VERIFY DIMENSIONS OF ALL REVISED AREAS
- Maximum Total Parking Surface: 30% / 63,400 square feet of Development Envelope.
- Maximum Total Impervious Surface: 80% / 169,100 square feet of Development Envelope.
- Minimum distance between buildings and maximum building length shall be established by *Illustration 5.12*. Accessory buildings are exempt from these requirements. EXCLUDE BLDG 64

Comment [r71]: Need to draw 64 into graphic



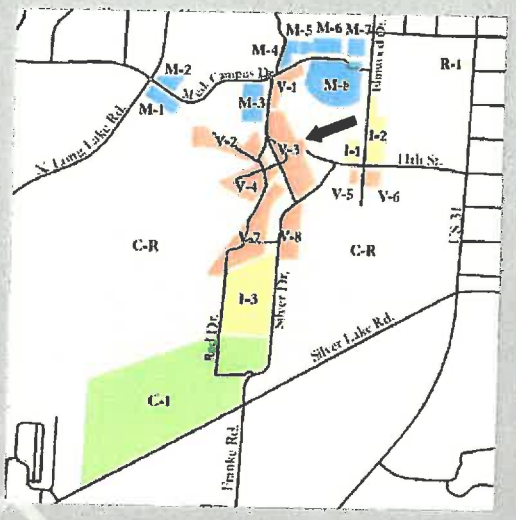
~~200 ft~~Rationale? For existing or new construction? Use 65 as baseline.

V-2 **Character**

THIS BOX NEEDS REVISION. MISSPLACED & MISSHAPED at TMG's request to match subarea plans. Explain.

Illustration 5.13

Village District
Sub District 3 (V-3)



Section 5.14 Building Types Allowed by Right

- Monumental

Section 5.15 Design Standards

A. Roofs. Roof pitch shall be as indicated in *Illustration 5.15*. Any roof pitch outside the range indicated may be approved by the Planning Director.

B. Doors/Entries. Spacing shall be provided as indicated in *Illustration 5.15* along the façade of each building wall that faces the historic front lawn, alley, or street.

C. Height. Principle buildings shall be measured by stories, as indicated in *Illustration 5.15*. The height of the first floor above the sidewalk elevation of the primary entrance of the building should be consistent with that of the surrounding buildings within the Sub-District. Accessory buildings shall be no more than twenty-five (25) feet in height. Replacement of the historic center structure shall be exempt from this provision.

Section 5.16 Size, Impervious Surface, and Siting Standards

Structures shall meet all of the following dimensional and bulk standards:

- All buildings shall be within the Development Envelope. All motor vehicle parking shall be within the Parking Zone areas indicated in *Illustration 5.16*.
- Maximum Total Building Coverage: 35% / 123,700 feet of Development Envelope. VERIFY DIMENSIONS OF ALL REVISED AREAS
- Maximum Total Parking Surface: 30% / 106,000 square feet of Development Envelope.
- Maximum Total Impervious Surface: 65% / 229,700 square feet of Development Envelope.
- Minimum distance between buildings and maximum building length shall be established by *Illustration 5.15*. Accessory buildings are exempt from [illegible]

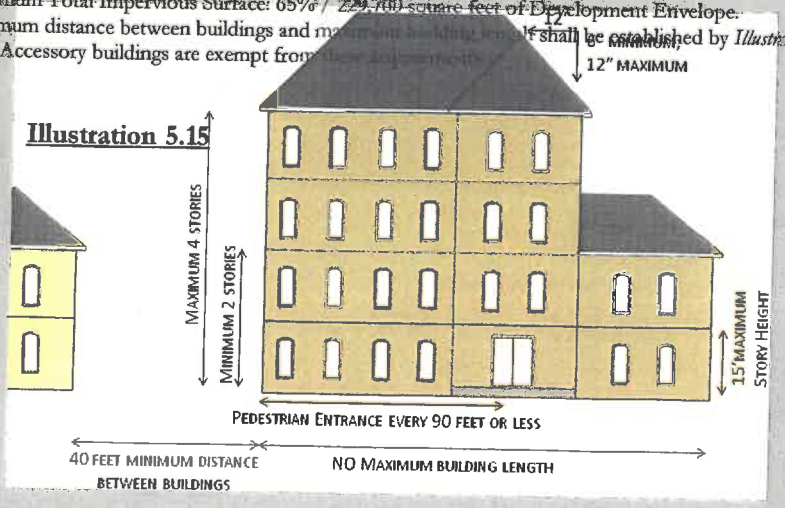


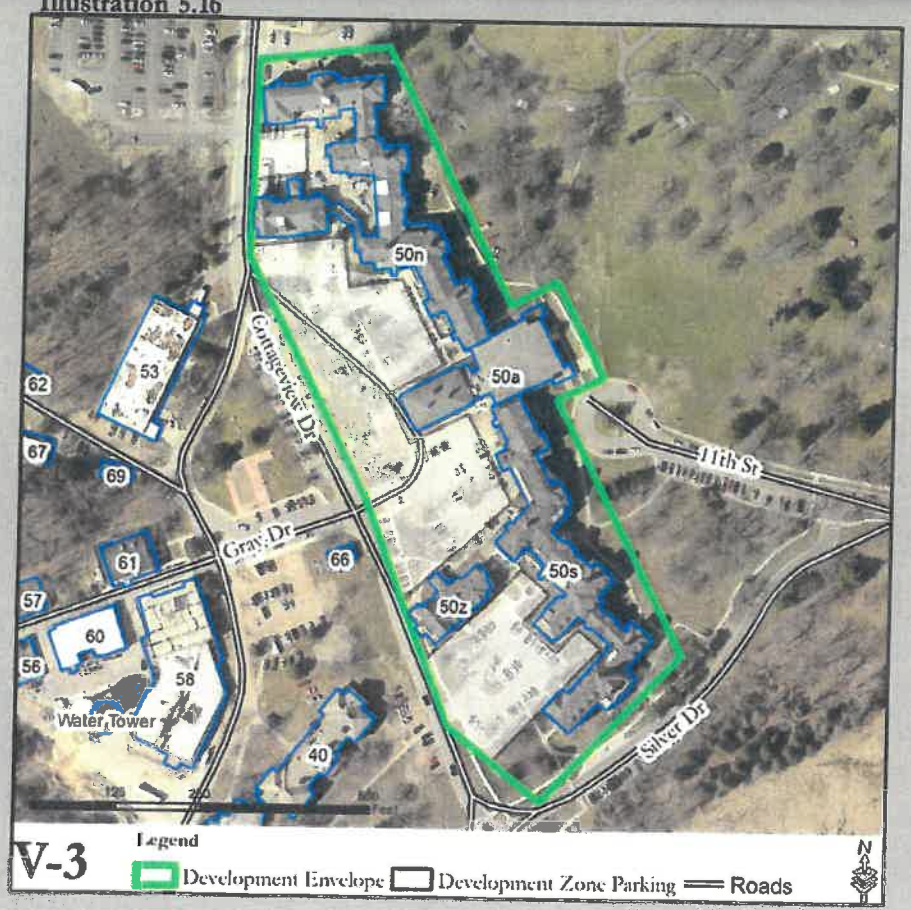
Illustration 5.15

MUST ALLOW FOR REPLACEMENT OF OLD CENTER MAIN-TYPE STRUCTURE (5 stories?)
Agree, but was it 5 stories?
Agree if so.

25 ft

V-3 Character Photos

Illustration 5.16



Village District
Sub District 4 (V-4)

Section 5.17 Building Types Allowed by Right

- Warehouse

Section 5.18 Design Standards

A. Roofs. Roofs shall be flat. Any roof which is not flat may be approved by the Planning Director.

B. Doors/Entries. Spacing shall be provided as indicated in *Illustration 5.18* along the façade of each building wall that faces an alley or street.

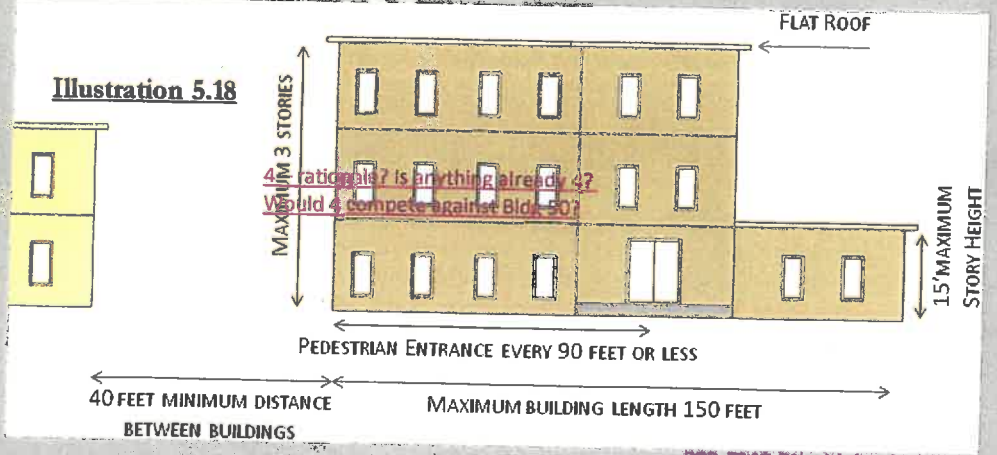
C. Height. Principle buildings shall be measured by stories, as indicated in *Illustration 5.18*. The height of the first floor above the sidewalk elevation of the primary entrance of the building should be consistent with that of the surrounding buildings within the Sub-District. Accessory buildings shall be no more than twenty-five (25) feet in height.

Section 5.19 Size, Impervious Surface, and Siting Standards

Structures shall meet all of the following dimensional and bulk standards:

- All buildings shall be within the Development Envelope. All motor vehicle parking shall be within the Parking Zone areas indicated in *Illustration 5.19*.
- Maximum Total Building Coverage: 50% / 101,200 square feet of Development Envelope. VERIFY DIMENSIONS OF ALL REVISED AREAS
- Maximum Total Parking Surface: 40% / 81,000 square feet of Development Envelope.
- Maximum Total Impervious Surface: 90% / 182,200 square feet of Development Envelope.
- Minimum distance between buildings and maximum building length shall be established by *Illustration 5.18*. Accessory buildings are exempt from these requirements.

Illustration 5.18



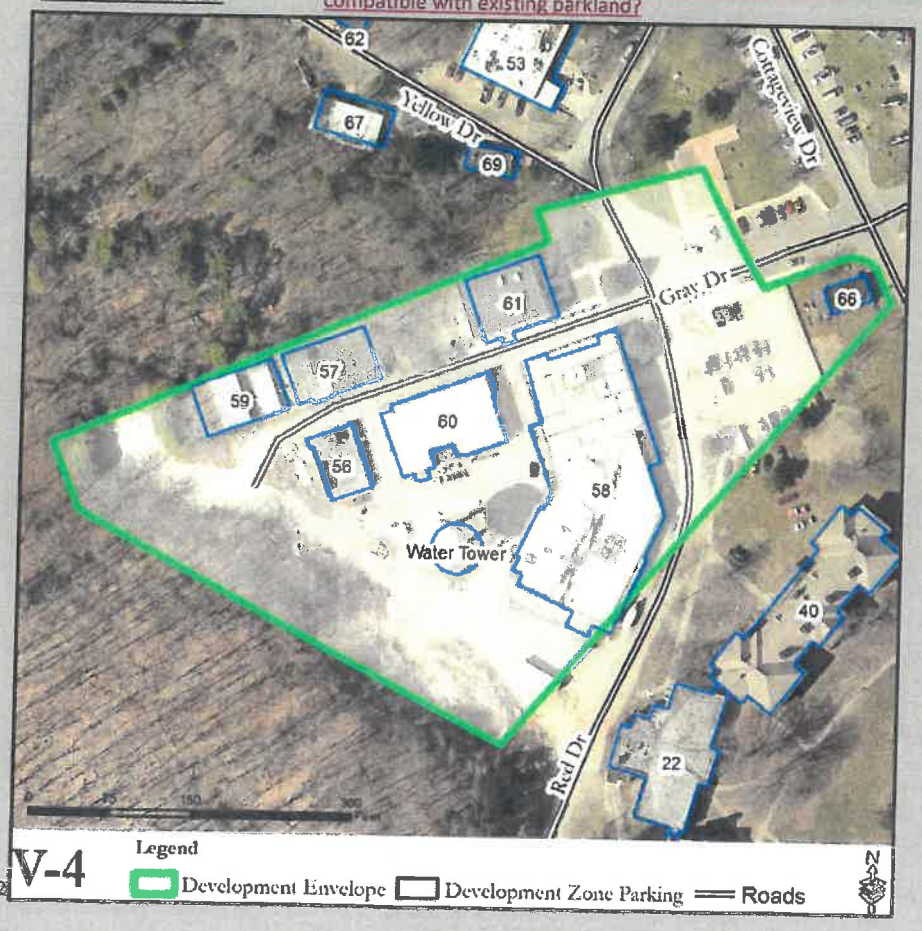
300. TMG OK with leaving at 150

NEW ONLY – including building additions?
All existing structures less than 40 feet apart would be nonconforming

V-4 Character Photos

THIS BOX NEEDS REVISION. MISSPLACED & MISSHAPED INCL CISTERN/74
JPC Discussion. Allow cistern to be repurposed but in a manner compatible with existing parkland?

Illustration 5.19



Village District
Sub District 7 (V-7)

Section 5.26 Building Types Allowed by Right

- Large Cottage

Section 5.27 Design Standards

A. Roofs. Roof pitch shall be as indicated in *Illustration 5.27*. Any roof pitch outside the range indicated may be approved by the Planning Director.

B. Doors/Entries. Spacing shall be provided as indicated in *Illustration 5.27* along the façade of each building wall that faces an alley or street.

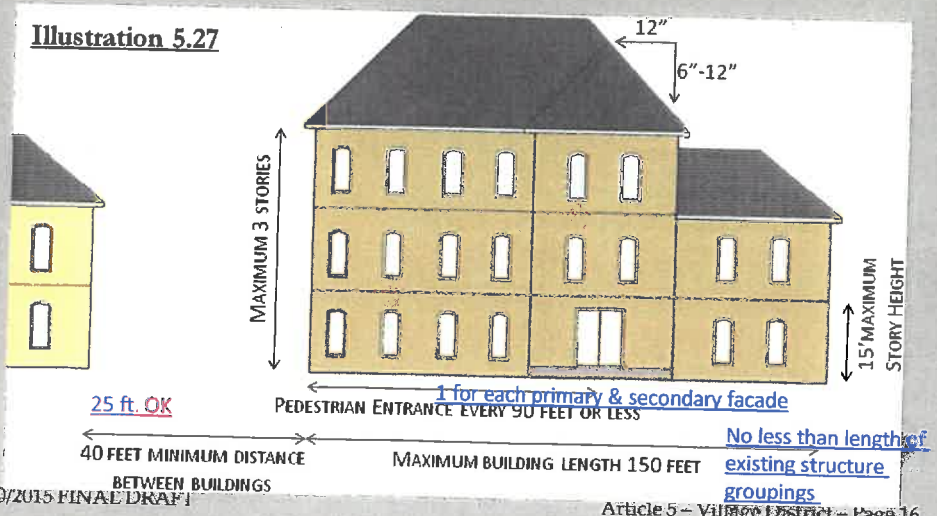
C. Height. Principle buildings shall be measured by stories as indicated in *Illustration 5.27*. The height of the first floor above the sidewalk elevation of the primary entrance of the building should be consistent with that of the surrounding buildings within the Sub-District. Accessory buildings shall be no more than twenty-five (25) feet in height.

Section 5.28 Size, Impervious Surface, and Siting Standards

Structures shall meet all of the following dimensional and bulk standards:

- All buildings shall be within the Development Envelope. All motor vehicle parking shall be within the Parking Zone areas indicated in *Illustration 5.28*
- Maximum Total Building Coverage: 25% / 92,700 feet of Development Envelope. VERIFY DIMENSIONS OF ALL REVISED AREAS
- Maximum Total Parking Surface: 20% / 74,200 square feet of Development Envelope.
- Maximum Total Impervious Surface: 45% / 166,800 square feet of Development Envelope
- Minimum distance between buildings and maximum building length shall be established by *Illustration 5.27*. Accessory buildings are exempt from these requirements.

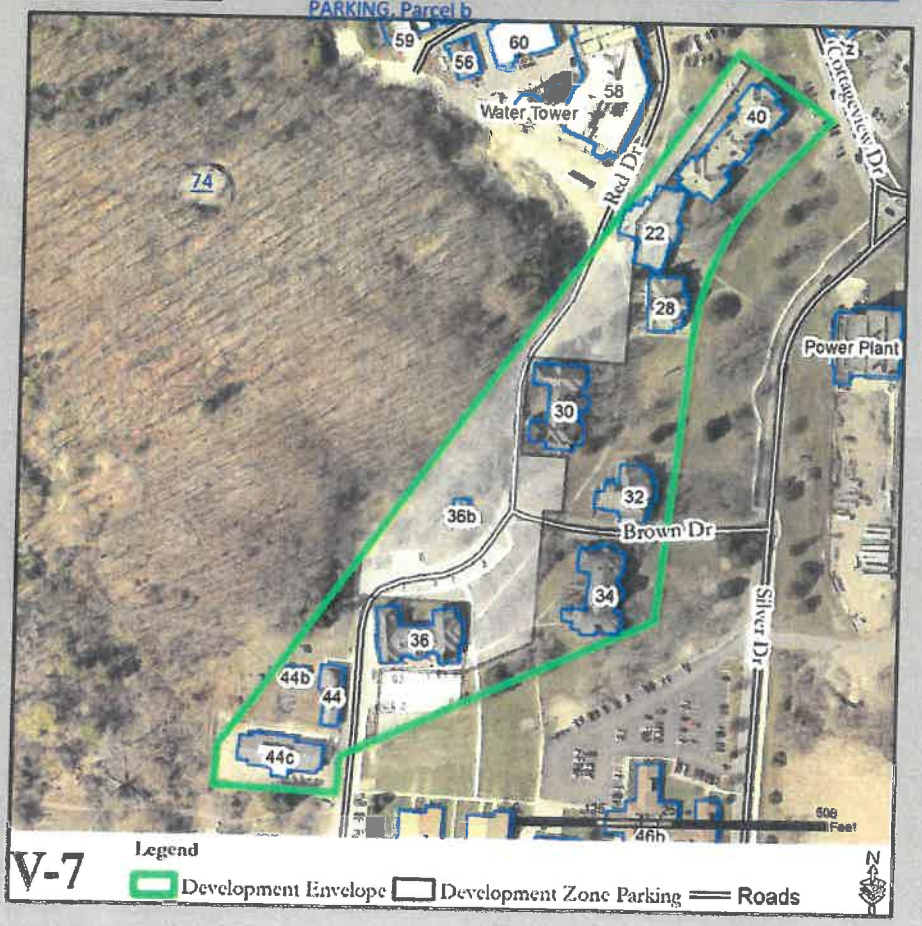
Illustration 5.27



V-7 Character Photos

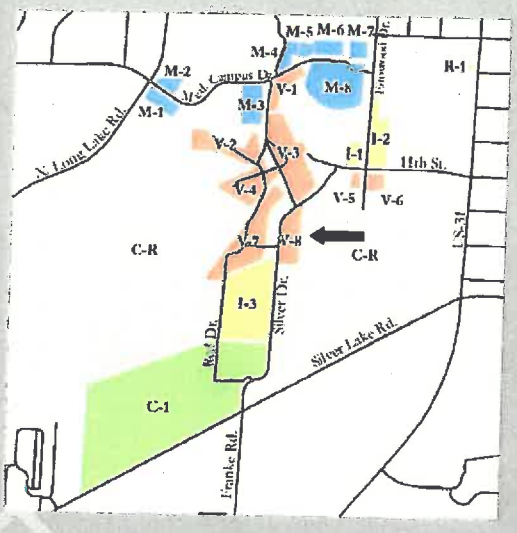
Illustration 5.28

THIS BOX NEEDS REVISION. MISSPLACED & MISSHAPED, EXPAND PARKING, Parcel b



V-7

Village District
Sub District 8 (V-8)



Section 5.29 Building Types Allowed by Right

- Utilitarian

Section 5.30 Design Standards

A. Roofs. Roof pitch shall be as indicated in *Illustration 5.30*. Any roof pitch outside the range indicated may be approved by the Planning Director.

B. Doors/Entries. Spacing shall be provided as indicated in *Illustration 5.30* along the façade of each building wall that faces an alley or street.

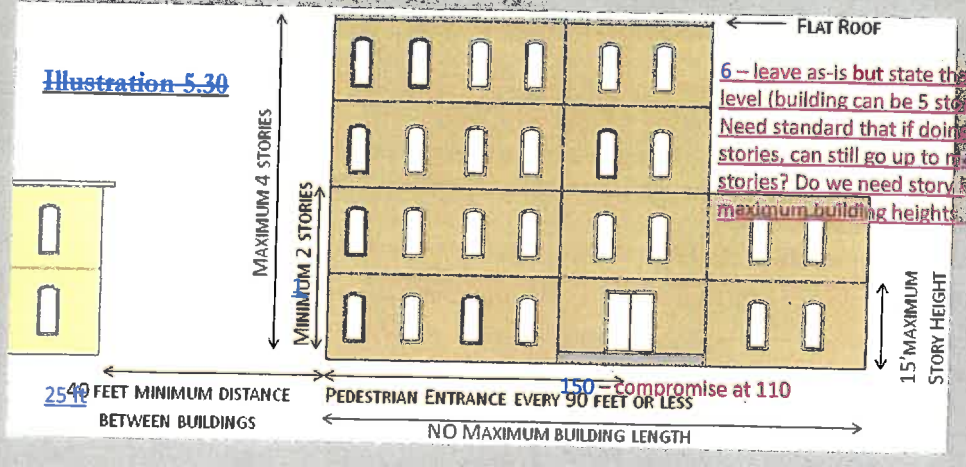
C. Height. Principle buildings shall be measured by stories as indicated in *Illustration 5.30*. The height of the first floor above the sidewalk elevation of the primary entrance of the building should be consistent with that of the surrounding buildings within the Sub-District. Accessory buildings shall be no more than twenty-five (25) feet in height.

Section 5.31 Size, Impervious Surface, and Siting Standards

Structures shall meet all of the following dimensional and bulk standards:

- All buildings shall be within the Development Envelope. All motor vehicle parking shall be within the Parking Zone areas indicated in *Illustration 5.31*
- Maximum Total Building Coverage: 80% / 112,200 feet of Development Envelope. VERIFY DIMENSIONS OF ALL REVISED AREAS
- Maximum Total Parking Surface: 30% / 42,100 square feet of Development Envelope.
- Maximum Total Impervious Surface: 80% / 112,200 square feet of Development Envelope.
- Minimum distance between buildings and maximum building length shall be established by *Illustration 5.30*. Accessory buildings are exempt from these requirements.

~~Illustration 5.30~~



6 – leave as-is but state that the 4 stories starts at street level (building can be 5 stories, or 60 feet above street level). Need standard that if doing less than maximum number of stories, can still go up to maximum height with fewer stories? Do we need story limitations or just describe maximum building heights.

V-8 **Character Photos**

Illustration 5.31

THIS BOX NEEDS REVISION. MISSPLACED & MISSHAPED, EXPAND

V-8 Legend

Development Envelope | Development Zone Parking | Roads