

MINUTES
TRAVERSE CITY PLANNING COMMISSION
Regular Meeting

TUESDAY, April 5, 2016

7:30 P.M.

Commission Chambers
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 Janet Fleshman, Gary Howe, Vice-Chairperson Linda Koebert, Ross Richardson, Chairperson John Serratelli, Jim Tuller Jan Warren (arrived at 8:01 p.m.) and Camille Weatherholt

ABSENT: Commissioner Michael Dow

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

3. **ANNOUNCEMENTS-** Mr. Soyering announced that the Planning Commission will not hold a study session on April 19, 2016. Instead, Planning Commissioners will be encouraged to attend the public kickoff meeting for the 8th Street Charrette on April 20, 2016 at 7:00 p.m. at the Hagerty Center and attend the April 21, 2016 meeting regarding the West Boardman Lake District project (location and time to be determined.) Both meetings will be posted as public meetings as there may be a quorum of Planning Commissioners present. For more information about the 8th Street Charrette, please visit the newly created project page at www.envision8th.org

4. **APPROVAL OF MINUTES**

- A. March 1, 2016 Regular Meeting minutes (Approval recommended)

Motion by Commissioner Richardson, second by Commissioner Koebert, to approve the March 1, 2016 Regular Meeting minutes.

Motion carried 7-0 (Commissioners Dow and Warren absent).

5. **OLD BUSINESS**

- A. Public Hearing to consider an amendment to the Traverse City Code of Ordinances Chapter 1348 *Transportation District*, regarding allowing additional uses. (Action Requested)

Mr. Soyring explained his memo dated April 1, 2016 on the topic that was included in the meeting packet. He explained that the proposed amendment to the Transportation (T) District includes mostly Traverse City Airport property, 2 properties owned by the Coast Guard and National Guard, and additional properties owned by the City of Traverse City and Charter Communications. The draft text amendment adds additional uses and modifies the development requirements in the T District.

Mr. Soyring highlighted adjustments were made since the last meeting based on comments made by East Bay Township explained the special requirements that were added.

Mr. Soyring stated that the guidance for making text amendments to the zoning code is to review the Master Plan and gauge if the public health, safety and welfare is being advanced.

Commission discussion.

Mr. Soyring responded to questions by the Commission.

A Public Hearing was opened.

The following individuals addressed the Commission.

- David Petrove, 8899 Riley Road, Interlochen, made general comments.
- Kevin Kline, Airport Director for Northwestern Regional Airport Commission, made general comments.

The Public Hearing was closed.

Motion by Commissioner Koeber, second by Commissioner Richardson, that an amendment to the Traverse City Code of Ordinances Chapter 1348 *Transportation (T) District* to allow additional uses and to modify the development requirements within this district be recommended to the City Commission.

Commission discussion.

Motion carried 6-1 (Commissioner Howe opposed, Commissioners Dow and Warren absent.)

- B.** Public Hearing to consider the City of Traverse City Six-Year Capital Improvement Program 2016-2022. The Capital Improvement Program is a multi-year schedule for

capital expenditures that includes costs, priorities, and identified funding for the next six years (Action Requested)

Mrs. Luick summarized the April 1, 2016 memo to the Commission related to the Capital Improvement Program. Mr. Soyring added that the Capital Improvement Program is a strategic plan for the community for capital projects and is very important for collaboration city wide. Mr. Soyring stated that projects will be moved around after the Planning Commission's action due to financial constraints. Any changes that are made to the CIP will be communicated to the Commission.

Marty Colburn, City Manager, addressed the Commission.

Commission discussion regarding Union Street Dam projects.

Tim Lodge, City Engineer, addressed the Commission.

Commission discussion regarding street, streetscape and bridge projects.

Tim Lodge, City Engineer, addressed the Commission.

Rob Bacigalupi, Executive Director for Downtown Development Authority, addressed the Commission.

Commissioner Warren joined the meeting at 8:01 p.m.

Commission discussion regarding providing increased emphasis on completing the sidewalk grid.

Tim Lodge, City Engineer, addressed the Commission.

Commission discussion.

Motion by Commissioner Howe, second by Commissioner Koebert that the 2016-2022 Capital Improvement Program as submitted to the Planning Commission be adopted and that the action be communicated to the City Commission.

A Public Hearing was opened.

The Public Hearing was closed.

Motion carried 7-1 (Commissioner Fleshman opposed, Commissioner Dow absent.)

- C.** Final Report of the US-31/M-37 (Division Street) Planning and Environmental Linkages Process (Patty O'Donnell, MDOT) - (Action Requested)

Chairperson Serratelli remarked that the document is very readable and well done based on the numerous meetings and public input.

Patty O'Donnell presented the report findings to the Commission.

Commission discussion.

Motion by Commissioner Howe, second by Commissioner Richardson that the US-31/M-37 (Division Street) Planning and Environmental Linkages (PEL) Process Final Report Executive Summary March 2016 is found to be consistent with the City Master Plan in terms of location, extent and character and be recommended to the City Commission.

The following made public comment on the topic:

- Rick Buckhalter, 932 Kelly Street, made general comments
- Julie Clark, 604 W 12th Street, made general comments
- Rob Bacigalupi, 627 6th Street, made general comments

Motion carried 8-0 (Commissioner Dow absent.)

6. NEW BUSINESS- None.

7. CORRESPONDENCE

- A.** Future of Traverse City notes from Traverse City Young Professionals- October 23, 2012

8. REPORTS

- A.** City Commission - Commissioners Richardson and Howe reported.
- B.** Board of Zoning Appeals – Commissioner Koebert reported that they had not met.
- C.** Grand Traverse Commons Joint Planning Commission - Commissioner Warren reported.
- D.** Arts Commission- Commissioner Warren reported.
- E.** Planning Commission
1. Master Plan Review Committee—Commissioners Howe and Weatherholt reported.
 2. Parking Regulation Committee- Commissioner Serratelli reported.
- F.** Planning Department—Mr. Soyring reported.
1. Traverse City Place Plan Committee- Mr. Soyring reported.
 2. Public Engagement Plan Committee- No report.

3. Community Development/Economic Development- Mr. Colburn gave an overview of "Creating 21st Century Communities" document that was distributed at the meeting
4. Capital Improvement Program- No additional report.

9. PUBLIC COMMENT

- A. Rick Buckhalter, 932 Kelly Street, made comments regarding the Capital Improvement Program and allocating funding for police and parks employees. He additionally made comments regarding the 305 W Front Street Special Land Use Permit bench ruling by Judge Rodgers.

10. ADJOURNMENT

Chairperson Serratelli adjourned the meeting at 9:28 p.m.

Date: Mar 3. 2016

Respectfully submitted,

Janet Fleshman ps
Janet Fleshman, Secretary

