

# TRAVERSE CITY PLANNING COMMISSION REGULAR MEETING

**WEDNESDAY**, September 7, 2016

7:30 P.M.

**Training Room**

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

Posted: 8/29/16

## AGENDA

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

Planning Commission  
c/o Russell Soyring, Planning Director  
400 Boardman Avenue, Traverse City, MI 49684  
231-922-4778

1. **CALL MEETING TO ORDER**
2. **ROLL CALL**
3. **ANNOUNCEMENTS**
4. **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 be placed elsewhere on the agenda for full discussion. 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. August 2, 2016 Regular Meeting minutes (Approval recommended)
- B. Grand Traverse County Awards Nominations (For introduction and possible action on October 4, 2016)

**5. OLD BUSINESS**

- A. Consideration of a draft amendment to the City of Traverse City Master Plan for distribution to the City Commission for review and comment. (Approval recommended)

**6. NEW BUSINESS**

- A. Consideration of an amendment to the Traverse City Code of Ordinances Section 1332.01 Single Family Dwelling (R-1a, R-1b) District *Uses Allowed* regarding changing the conditions allowing accessory dwelling units in the single-family dwelling districts. (For introduction and possibly scheduling a Public Hearing for October 4, 2016)
- B. Consideration of a conditional rezoning request initiated by Thomas Darga of DargaWorks, Inc. to rezone properties commonly known as 205 and 211 Union Street and 205 Garland Street from C-4a (Regional Center District) to C-4b (Regional Center District) with conditions (For introduction and possibly scheduling a Public Hearing for October 4, 2016)
- C. Consideration of a Special Land Use Permit request by Munson Medical Center to allow for a taller building at 1105 Sixth Street (For introduction and possibly scheduling a Public Hearing for October 4, 2016)
- D. Consideration of a Site Plan Review request by Munson Medical Center for a family birth and children's center medical building located at 1105 Sixth Street (For introduction and possible action on October 4, 2016)
- E. Consideration of a street vacation request by Munson Medical Center to vacate the 1100 block of Sixth Street and the opening of a new street approximately 200 feet north of this block (Possible action requested)
- F. Communication from Mike Powers requesting a possible text amendment to the Development District, Section 1347.01 to expand the uses allowed to include a coffee roastery (Discussion)

**7. CORRESPONDENCE**

- A. Bayfront Chairs correspondence from Commissioner Koebert

**8. REPORTS**

- A. City Commission - Commissioners Richardson and Howe
- B. Board of Zoning Appeals – Commissioner Koebert
- C. Grand Traverse Commons Joint Planning Commission - Commissioners Serratelli and Warren
- D. Arts Commission- Commissioner Warren
- E. Planning Commission
  - 1. Master Plan Review Committee—Commissioner Dow
  - 2. Parking Regulation Committee- Commissioner Serratelli
  - 3. Traffic Calming Review Committee- Commissioners Howe, Fleshman and Weatherholt
- F. Planning Department—Mr. Soyring

1. Public Engagement Plan Committee- Commissioners Dow, Koebert and Fleshman
2. Community Development/Economic Development- Mr. Soyring
3. Capital Improvement Program- Mrs. Luick

**9. PUBLIC COMMENT**

**10. ADJOURNMENT**

**MINUTES**  
**TRAVERSE CITY PLANNING COMMISSION**  
**Regular Meeting**

Tuesday, August 2, 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 Michael Dow, Janet Fleshman, Gary Howe, Vice-Chairperson Linda Koebert, Ross Richardson (arrived at 7:32 p.m.), Chairperson John Serratelli, Jim Tuller and Jan Warren

ABSENT: Commissioner Camille Weatherholt

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

3. **ANNOUNCEMENTS**

Chairperson Serratelli announced that the Planning Commission will discuss award nominations for the Grand Traverse County Annual Awards Banquet at the September regular meeting. If Planning Commissioners have nomination suggestions in any of the award categories, they should communicate those to staff prior to the September meeting.

4. **APPROVAL OF MINUTES**

A. July 6, 2016 Regular Meeting minutes (Approval recommended)

Motion by Commissioner Warren, second by Commissioner Howe, to approve the July 6, 2016 Regular meeting minutes.

Motion carried 7-0 (Commissioners Weatherholt and Richardson absent).

Commissioner Richardson joined the meeting at 7:32 p.m.

5. **OLD BUSINESS-** None.

6. **NEW BUSINESS**

A. West Front Street Project- Review for Consistency with Master Plan (Approval Recommended)

Mr. Soyring explained his July 29, 2016 memo to the Planning Commission. It is staff's recommendation that the project is found to be consistent with the Master Plan in terms of location, extent and character.

Mr. Lodge addressed the Commission.

Commission discussion.

The following individuals addressed the Commission:

- Jeff Pownall, 824 W. Front and 124 N. Spruce Street
- Tom Griswald, 924 W. Front Street and 911 Third Street
- Homer Nye, 228 S. Spruce Street
- Jeanine Easterday, 1011 Lake Ridge Drive

Commission discussion.

Motion by Commissioner Koebert, second by Commissioner Richardson, that the West Front Street Project (west of Division) is found to be consistent with the City Master Plan in terms of location, extent and character.

Motion carried 8-0 (Commissioner Weatherholt absent).

- B.** Letter from Thomas Darga of DargaWorks, Inc., regarding properties commonly known as 205 and 211 Union Street and 205 Garland Street (Discussion)

Thomas Darga and Nick Darga of DargaWorks, Inc. addressed the Commission.

Commission discussion.

The following individuals addressed the Commission:

- Ellen Fivenson, 717 Bloomfield

**7. CORRESPONDENCE**

- A.** Community Development Update- July 2016  
**B.** Code Enforcement Report- April-June 2016

**8. REPORTS**

- A.** City Commission - Commissioner Howe reported.  
**B.** Board of Zoning Appeals – Commissioner Koebert reported.  
**C.** Grand Traverse Commons Joint Planning Commission - Commissioner Warren reported.  
**D.** Arts Commission- Commissioner Warren reported.

**PLANNING COMMISSION  
MEETING MINUTES  
AUGUST 2, 2016  
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- E. Planning Commission
  - 1. Master Plan Review Committee—Commissioner Dow reported.
  - 2. Parking Regulation Committee- Commissioner Serratelli reported.
  - 3. Traffic Calming Review Committee- No report.
- F. Planning Department—Mr. Soyring
  - 1. Public Engagement Plan Committee- Mr. Soyring reported.
  - 2. Community Development/Economic Development- No report.
  - 3. Capital Improvement Program- No report.

**9. PUBLIC COMMENT**

The following addressed the Commission:

- Nathan Schultz, 121 S. Garfield

**10. ADJOURNMENT**

Chairperson Serratelli adjourned the meeting at 9:46 p.m.

Respectfully submitted,

Date: \_\_\_\_\_

\_\_\_\_\_  
Janet Fleshman, Secretary



## Communication to the Planning Commission

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FOR THE MEETING OF: September 7, 2016

FROM: Russ Soyring, Planning Director

SUBJECT: Grand Traverse County Planning- Awards Banquet Nominations

DATE: August 26, 2016

The Grand Traverse County Chapter of the Michigan Townships Association and the Grand Traverse County Planning Department will be sponsoring their annual awards banquet on November 3, 2016 to award local outstanding development projects and individuals.

The Planning Commission could make a nomination in the following categories if they wish:

- Certificate of Appreciation
- Distinguished Service Award
- Placemaking Award
- Outstanding Development Award
- The Roger Williams Planner Award
- Frank Purvis Stewardship Award

An idea for the Certificate of Appreciation is:

- Tim Lodge- for his outstanding work on Pine Street Pedestrian Bridge

Some ideas for Outstanding Development awards could be, but are not limited to:

- Uptown on Pine/State Streets by Uptown Development TC
- Hotel Indigo on Garland Street by Grand Traverse Hotel Properties
- Randolph Street Development by Socks Construction

Some ideas for Placemaking awards could be, but are not limited to:

- Pine Street Pedestrian Bridge, City of Traverse City
- Garland Street, City of Traverse City

The Planning Commission will be asked to take action on nominations for the awards banquet on October 4, 2016.

RS/ml



## PLANNING & DEVELOPMENT

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[www.grandtraverse.org/planning](http://www.grandtraverse.org/planning)

### Request For Annual Awards Banquet Nominations

The Annual Awards Banquet, co-sponsored by the County Planning Commission and the County Chapter of Michigan Townships Association, is scheduled for **Thursday, November 3, 2016** at Boone's Long Lake Inn. Once again, we are looking to you for help in nominating individuals or projects to receive awards. We are asking you to be creative and think outside the box to nominate individuals and projects that support or exemplify good planning in Grand Traverse County. Below is a brief description of the award categories.

- **Certificates of Appreciation**—given to individuals nominated by their local unit of government for outstanding work during the past year.
- **Distinguished Service Awards**—recognize individuals who have gone beyond the call of duty in their efforts for their unit of government and the wider community during the past year.
- **Placemaking Awards**—recognizes local units of government or activities that capitalize on a local community's assets, inspiration, and potential, ultimately creating good public spaces that promote people's health, happiness, and wellbeing.
- **Outstanding Development Awards**—awarded by the individual local units in recognition of developments in their community. Each local unit will be able to use the awards banquet as a forum to recognize any developer for an outstanding project. The presentation will be made by the local unit and the local unit will be responsible for arranging for a display board and the dinner fee for the recipient(s).
- **The Roger Williams Planner Award**—recognizes the efforts of professional planners in the County. Named for the first director of the County Planning Commission, Roger Williams, the award is given to a professional staff or consulting planner that has been nominated by a unit of government for outstanding professional work. A traveling plaque is awarded to the unit of government or organization the recipient represents.
- The most prestigious award is the **Frank Purvis Stewardship Award**. This award is given to a citizen planner who demonstrates high ideals of leadership, dedication, and volunteerism. This award consists of two plaques, one to the recipient and the second is a traveling plaque that is presented to the award winner's unit of government.

Enclosed you will find nomination forms for each of the award categories. Please discuss the awards program with your planning commission and board and make nominations for this year's banquet. We are requesting that your nominations be in the Planning & Development Office by **Friday, October 7**. This will assure that the Awards Banquet Committee has sufficient time to review the nominations. Your nominations may be mailed, emailed ([jpsych@grandtraverse.org](mailto:jpsych@grandtraverse.org)), or faxed (231-922-4636).

If you have any questions about any of the awards, or if you have an idea of an award you would like presented, please contact John at the Planning & Development Office at 922-4677.

We look forward to seeing you at the banquet on November 3<sup>rd</sup>!



County Association - County Planning Awards Banquet  
**Nomination Form**

Name of Nominating Organization: \_\_\_\_\_

Name of Contact Person: \_\_\_\_\_

Phone Number of Contact Person: \_\_\_\_\_

Please include name of award recipient and reason for nomination.

**Certificate of Appreciation:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Distinguished Service:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Placemaking Award:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Outstanding Development Award:** Each local unit will be able to use the awards banquet as a forum to recognize any developer for an outstanding project. It will be the responsibility of the nominating unit to make the presentation at the banquet, to provide a display highlighting the project, and to register the recipient for the banquet, including the registration fee. County Planning will provide the award certificate. It is hoped that those nominating a project would follow basic criteria used in the past such as project completed within the last year, shows outstanding planning, i.e., access control, open space preservation, landscaping, and has been nominated by motion by a local planning commission, council or board. We expect each presentation to be relatively short, no longer than 5 or 7 minutes.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Supporting information may be attached if desired

***Please return to the County Planning & Development Office by  
Friday, October 7, 2016***

County Association - County Planning Awards Banquet

Nomination Form

Frank Purvis  
Stewardship Award Program

*"None of us really owns the land we occupy during our brief span, we are stewards; entrusted with the care and management of the land. It is expected that we will turn it over to subsequent generations in as good, if not better condition as when it was under our responsibility."*

*Frank Purvis*

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Unit of Government: \_\_\_\_\_

Nominated By: \_\_\_\_\_

Please write a brief description of the reasons for nominating this individual:

\_\_\_\_\_  
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Supporting information may be attached if desired

***Please return to the County Planning & Development Office by  
Friday, October 7, 2016***





## Communication to the Planning Commission

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FOR THE MEETING OF:           September 7, 2016

  FROM:           Russ Soyring, Planning Director

  SUBJECT:       Master Plan Amendment Distribution

  DATE:           August 23, 2016

The draft Traverse City Master Plan 2016 amendment is before the Planning Commission for review and possible recommendation for distribution to the City Commission for review and comment and upon City Commission concurrence also sent on to interested neighboring jurisdictions for review and comment.

If you are in agreement with this, the following motion would be appropriate:

**That the Traverse City Master Plan Proposed 2016 Amendment, be approved for distribution to the City Commission for review and comment and possible distribution to neighboring jurisdictions for review and comment.**

If approved by the City Commission, the draft Master Plan amendment will be distributed to the interested governmental entities and posted on the City's website for the general public to review. The governmental entities and public will have 42 days to respond to the draft Traverse City Master Plan 2016 Amendment.

RS/ml

Attachment: Draft Traverse City Master Plan 2016 Amendment

**CITY OF TRAVERSE CITY  
MASTER PLAN REVIEW COMMITTEE**

**SUMMARY OF AMENDMENTS**

<b>Page</b>	<b>Amendment</b>
Cover	Added “adopted” in front of July 15, 2009 and “amended Month xx, 2016”
Contents	Added “Resolution page 34” and “Appendix page 35”
3	Deleted reference to H.A.M.E standards and changed it to “intensity levels”; changed “auto” to “access”; the term “standards” was changed to “guidelines” in three places
4	Deleted reference to H.A.M.E. and replaced it with “level”
8,10,12,14,16	Deleted “auto” and replaced with “access”
21-28	“See appendix” was added to the header of each of these pages
30	Proposed edits to the Future Land Use map (existing map included for reference)
31	The date “as of July 15, 2009” was added to the acknowledgements page
32	Deleted “auto” and replaced with “access”
35	Appendix cover page listing the Plan Elements and their approval dates
Appendix	8 Plan Elements added (no changes proposed)



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# CITY OF TRAVERSE CITY MASTER PLAN

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2009



*A Community of Neighborhoods and the Relationships They Foster*

Adopted July 15, 2009

Amended Month xx, 2016

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# Preamble

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This Master Plan for Traverse City emerges from a simple but essential idea: that our shared values will form the future of the community. The Master Plan articulates a process by which those shared values can frame each new issue and guide each new decision. It is not meant to preside over or confine community members but to facilitate the difficult decisions that inevitably come with growth. The Plan should be seen as a process: a guide for creating inclusive responses and a tool for managing the evolution of our neighborhoods one decision at a time.

No plan can protect a culture unless there is a shared commitment to a preferred future, and no plan can speak for an entire community. But a plan can enact the core values that live beneath any surface differences. It can put a community's shared values to work for the community. It can remind individual citizens that they are responsible for the future and have a voice in creating it. Without such a plan, citizens and taxpayers can become victim to outside forces and inside divisiveness.

Because we cherish Traverse City and all that it has been, we hope the Plan will help us to protect what is unique and adopt what is best. We hope the Plan evokes within all decision-makers their better voices, their best reasoning, and their soundest judgment.

## Remembering the Past

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Traverse City owes much to those who have come before. Early in the city's development, great sailing ships provided the connections to transform the region into a bustling center of commerce. The city took form, with a grand downtown, tree lined streets, and electric lights. Access to the larger world was provided by ship, and later rail and road. Schools, merchant shops, churches, and city government served growing neighborhoods. Ready employment, rich natural resources and efficient transportation assured steady growth and opportunity.

Our traditional neighborhoods were designed to foster interaction among neighbors whose needs were met by closely spaced homes, accessible front porches, continuous sidewalks, neighborhood parks, schools, and small businesses. After World War II, automobile ownership represented the future and historic neighborhood designs were set aside as quaint and old-fashioned. Cars freed us to range further and more quickly than ever before. Because we no longer needed to live close to work and schools, we could develop our neighborhoods away from the city center. Alleys were no longer needed as gas and electricity replaced the need for coal delivery. Garages replaced porches as architectural focal points and modern suburban style neighborhoods were born.

These and other historic patterns formed the neighborhoods that define our community today. Which of these historic patterns do we wish to protect and encourage for the future? Which should we replace and with what? How should we, as neighbors and neighborhoods, direct our future? How shall we protect each neighborhood's sense of place and anticipate the nuisances that might emerge from these choices? How do we balance the needs of the neighborhoods with the intensity levels they create?

# Balancing the Past and Present: Land Use and Intensity

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Historically, planners have worked to separate incompatible uses. For instance, industrial parks were formed to consolidate and isolate large-scale activities that generated noise, dirt, and heavy vehicle traffic, while shopping plazas convened high-intensity consumption away from residential areas.

In these instances, the model of separating uses and users has served well. But in other instances, the model has created some new problems: people are increasingly separate from basic amenities, from everyday services, from community goods; and people must drive for even the most basic needs. In short, when applied on a large scale, the use model may oppose some of the community's shared values.

A close inspection of Traverse City's neighborhoods reveals an important insight about the nature of our growth: Problems arise not with an activity itself but with the intensity of the activity. For example, a small local market on the periphery of a residential neighborhood may resonate appropriately with the residents' needs. However, a large corporate retail store adjacent to a residential neighborhood would undermine intimacy and cut against shared values. The old use model may not account for or protect against these possibilities.

For these reasons, the Plan offers a new criterion—a tool for decision-making based on intensity. Rather than dictate use, the Plan focuses on the level of intensity desired for and within each neighborhood. It places high priority on services developed in scale and proportion with each neighborhood. Intensity, then, is synonymous with proportion and scale.

We realize that neighborhoods are best equipped to live in harmony with one another when the needs of one neighborhood are balanced against the needs of all neighborhoods. When balance and proportion are in harmony, residents have a sense of place borne of a sense of scale. That scale developed across all neighborhoods creates a sense of trust and community.

# Envisioning Our Future: TC Neighborhoods

This Master Plan defines “neighborhood” as more than a collection of buildings. The definition expands to embrace collections of complementary and compatible activities central to the well being of our citizens. This definition recognizes the culture that has developed in each neighborhood and the benefits of embracing the layers of life that will emerge from each culture. It provides for a full range of evolving activities, services, and lifestyles while honoring the traditions that have delivered us to this time and place.

Traverse City neighborhoods have followed a traditional pattern: Rural lands stood at the town’s edge. Larger “estate lots” lined the neighborhood edges. The estate lots defined the edge of a town and intrinsically connected to the neighborhood. The bulk of the neighborhoods were single-family lots ranging from thirty to two hundred feet in width. The lots narrowed closer to the center of the community. The block structure became more rigid at the center and more fluid away from the center. The highest density areas were located near the center.

This Plan supports and honors that geography. In moving forward, it encourages a social (people-oriented) perspective—one that defines neighborhoods according to the nature and intensity of human activity within a given area.

Each neighborhood nurtures a degree of human activity, which can be measured according to four variables (known as H.A.M.E. standards) intensity levels:

**Hours:** the hours of operation of an activity within a neighborhood.

**Auto Access:** all motorized and non-motorized traffic within a neighborhood including but not limited to automobiles, trucks, buses, pedestrians, and bicycles.

**Mass:** the intensity of the buildings or structures within a neighborhood as defined by area, land coverage, height, distance to property lines, access to light, or conversely, effects of shadow.

**Emissions:** by-products of activities that leave the property or neighborhood within which it is created, including, but not limited to, noise, dust, odors, smoke, and light. Each neighborhood has an expected background level of emissions related to those characteristics found to be a normal part of an existence within that neighborhood’s context.

The Plan uses these variables as ~~practical and quantifiable standards~~ guidelines for appropriate of intensity. The ~~standards~~ guidelines will be used for decision-making—for protecting and nurturing the unique culture of each neighborhood and for maintaining transition zones between neighborhoods. With these ~~standards~~ guidelines, decision-makers are not limited to geographic space as a sole criterion; they can also factor in the way people live within a particular space—what kinds of activities they want to encourage or limit. By focusing on the ~~standards~~ guidelines within a particular neighborhood type, decision-makers can become more receptive to uses that promote other goals within our neighborhoods (small neighborhood services that promote walkability, for example).

The Plan also acknowledges that intensity changes within each neighborhood—that intensity is naturally but not evenly distributed. The center or core of the neighborhood tends to be the most pure to the neighborhood type. The Plan acknowledges this distribution and allows for the transition from one neighborhood type to another. Higher intensities will be allowed at the periphery of residential neighborhoods than what is allowed in their interior. Lower intensities will be encouraged at the periphery of commercial neighborhoods than what is allowed at their interior. This protects residential neighborhoods by creating a transition zone between high-intensity commercial activity and low-intensity domestic life.

This Plan confronts the reality that each neighborhood shares a boundary with several others—with other kinds and degrees of activity. No neighborhood is an island. Therefore, a practical, clear-headed discussion of those boundaries is crucial to the overall health of the community. That discussion must transcend any one neighborhood but include them all.

To begin the discussion, this Plan defines neighborhoods in ascending order of intensity (from least to most). The least intense neighborhood, TC-1 Conservation, has low levels of noise and a low acceptance of formal urban structures while the most intense, TC-5 Downtown, has high levels of noise and formal urban structures. If the area is residential, then the center has the least intensity in terms of H.A.M.E. level for that neighborhood type. If the area is commercial, then the center has the most intensity for the neighborhood type. The boundary areas become blended where similar neighborhood types meet, for example: where TC-2 Conventional meets TC-3 Traditional or where TC-4 Corridor meets TC-5 Downtown. These areas may have traits of each neighborhood type.

The boundaries between residential neighborhood types and commercial neighborhood types are hard: between TC-2 Conventional and TC-4 Corridor or between TC-3 Traditional and TC-5 Downtown. The commercial neighborhoods at the boundaries are expected to mitigate their intensity level to one that is no higher than the highest accepted intensity level of the adjoining residential neighborhood.

# Vision and Principles

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The Master Plan is a collective vision of the community's future. Our aim is to retain and maintain the intimacy and spirit shaped by those who have come before us and sculpted the culture of our spaces. We endorse what we are, yet recognize we are evolving. Our vision and the principles that guide it are based on the planning traditions that have shaped this place we care so much about.

## Vision Statement

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Traverse City is a regional center comprised of connected and related neighborhoods - residential, business, public, recreational and mixed. This plan promotes and protects the vitality, diversity and improvement of our neighborhoods.

## Core Principles

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Seven core principles guide our vision. These principles guide land use decisions, leading us to ask the right questions in our dialog with citizens about their ideas and concerns.

- 1** The intensity of any land use should be the focus of land use decisions.
- 2** Social, economic and residential diversity and stability are key to our future.
- 3** Our neighborhoods need to be preserved and protected as they evolve.
- 4** Natural and historic resources are limited and need to be protected.
- 5** Services should be conveniently located.
- 6** Transportation choices are important to our vitality and environmental health.
- 7** Maintaining a healthy and vibrant City is important to the region.

# Goals

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These goals presume intentional action toward the accomplishment of our vision to:

- 1** Enforce compatible intensities within, among and between neighborhoods.
- 2** Seamlessly link our neighborhoods while allowing each neighborhood's unique character and culture to evolve.
- 3** Become pedestrian friendly and encourage more, energy efficient, environmentally friendly transportation choices.
- 4** Be innovative and inventive in developing our neighborhoods through consensus.
- 5** Protect, conserve and preserve the natural and historic resources of our region.
- 6** Stabilize neighborhood economies and economic interests.
- 7** Locate services near users to protect the community's health, safety and welfare.
- 8** Expand residential choices and multi-generational recreational opportunities.
- 9** Open regional dialog and develop regional partnerships.

# Interpreting This Plan

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This Plan is a conceptual document. It preserves our community's core values and extends them as guiding principles in building a compatible future. It manages change and focuses priorities for our central role in the region. The Master Plan draws its strengths from a collective vision of our community and support for seven Core Principles to guide our actions and drive interpretation of the Plan. These principles are based on the belief that well managed cities focus on the fundamental barrier to positive change-intensity rather than land use. For it is the intensity of a use, not the use itself, which is of importance. Therefore, focusing on the intensity allows decision-makers more flexibility and nuance when addressing the real challenges ahead.

When reviewing this document, one should keep in mind that the Master Plan serves as the translator between the cherished priorities of the neighborhoods and the regulations that express those priorities. As such, the Plan is an adaptive document; one not fixed on any particular future. Its role is to:

- Address needs and preferences for future growth.
- Link evolving community and neighborhood intentions proactively.
- Provide an emphasis for positively influencing the region.

The Master Plan encourages action in harmony with community values. When consistently applied, it provides the legal basis for protecting the community, which is achieved by developing the Master Plan in concert with those values as expressed in the Plan's Vision and Core Principles statements and linking them to specific policies, implementation documents, and regulations. In some instances the goals, policies, and text will remain as guidelines and will not be translated into law. This premise is fundamental to adapting to the challenges of a prosperous future while protecting the values of our community.

# TC-1 NEIGHBORHOOD

The TC-1 Conservation Neighborhood represents our least intensely developed neighborhoods. The focus is on conservation and protection of natural resources. The level of intensity generated within the confines of each property in this neighborhood type tends to be low.



Scenic Overlooks



Wildlife Habitat

Standards established for governing intensity typical of TC-1 neighborhoods would include measures enforcing:

## Hours

Typically daylight use. Occasional or incidental night use. Natural lighting typical.

## Auto Access

Pedestrian oriented. Limited, informal automobile parking areas.

## Mass

Buildings typically small and informal and not the primary focus of the land use.

## Emissions

Low emissions, strictly limited in scope, time, and frequency.



# Core Principles

**The intensity of any land use should be the focus of land use decisions.** No or low-level lighting, quiet forms of recreation, restricted hours of operation.

**Social, economic and residential diversity and stability are key to our future.** Minimal support services. Areas enhance quality of life of all residents which lends itself to economic stability.

**Our neighborhoods need to be preserved and protected as they evolve.** As density of other neighborhood types increase the preservation of natural areas increases in value. Natural areas can reduce infrastructure costs by reducing flooding and sequestering pollutants.

**Natural and historic resources are limited and need to be protected.** Conservation of natural features, preservation of fragile environments, protection of local heritage and cultural artifacts.

**Services should be conveniently located.** Variety of recreation opportunities with community access.

**Transportation choices are important to our vitality and environmental health.** Walking, biking, skiing and other low impact choices with access to an interconnected network of trails. Informal trail head parking.

**Maintaining a healthy and vibrant City is important to the region.** Natural and recreational areas are critical to the well being of the community.



Natural Landscapes



Boardwalks



# TC-2 NEIGHBORHOOD

The TC-2 Conventional Neighborhood is the least formally developed of the two types of residential neighborhoods. The focus is on single family residential. Multiple family is minimally interspersed and low in density. The level of intensity generated within the confines of each property in this class of neighborhood tends to be the lowest of residential uses.



Informal Landscapes



Spacious and Manicured Lawns

Standards established for governing intensity typical of TC-2 neighborhoods would include measures enforcing:

### Hours

Typically night time sleeping and daytime working with few odd hours.

### Auto Access

Auto accessible. Traffic moderated through street design. Informal access for pedestrians or non-motorized vehicles (trails, paths). Public transportation access on the perimeters.

### Mass

Residential in scale. Low to moderate building mass.

### Emissions

Moderate daytime emissions and low night or prolonged emissions.



# Core Principles

**The intensity of any land use should be the focus of land use decisions.** Low intensity of residential areas, low level lighting primarily for safety. Short duration or low levels of noise and other emissions.

**Social, economic and residential diversity and stability are key to our future.**

Predominantly single family detached dwellings with some lower density, multiple family dwellings at perimeters of the neighborhood.

**Our neighborhoods need to be preserved and protected as they evolve.**

Higher intensity neighborhoods must step down intensity when at the borders of this neighborhood type.

**Natural and historic resources are limited and need to be protected.**

Neighborhood parks, recreation and civic spaces with little formal infrastructure. Naturalistic planting pattern, informal development pattern and informal street edges.

**Services should be conveniently located.**

Home occupations, schools and places of worship.

**Transportation choices are important to our vitality and environmental health.**

Least formal connectivity, roads may follow contours. Access to an interconnected network of trails. Public transportation limited to perimeter of neighborhood.

**Maintaining a healthy and vibrant City is important to the region.** Lower intensity residential neighborhoods stabilize and strengthen Corridor and Downtown Neighborhoods.



Attached Garages



Informal Street Edges



# TC-3 NEIGHBORHOOD

The TC-3 Traditional Neighborhood is the most formally developed of the two types of residential neighborhoods. The focus is on historic patterns. The level of intensity generated within the confines of each property in this class of neighborhood tends to be closely spaced single family residences.



Walkability



Neighborhood Parks

Standards established for governing intensity typical of TC-3 neighborhoods would include measures enforcing:

### Hours

Typically night time sleeping and daytime working with few odd hours.

### Auto-Access

Auto accessible with historic street grid. More formal designated transportation access (sidewalks, bike lanes, alleys). Accessible public transportation. Respectful use accomplished through design, education and enforcement.

### Mass

Historic patterns with a residential scale. A range of building types and masses, with closely spaced buildings.

### Emissions

Typical urban residential emissions levels.



# Core Principles

**The intensity of any land use should be the focus of land use decisions.** Moderate intensity residential areas. Moderate noise and other emissions. Moderate levels of street and pedestrian lighting.

**Social, economic and residential diversity and stability are key to our future.** Single family detached dwellings, moderate density with some multi-family dwellings, and home occupations.

**Our neighborhoods need to be preserved and protected as they evolve.** Higher intensity neighborhoods must step down intensity when at the borders of this neighborhood type.

**Natural and historic resources are limited and need to be protected.** Neighborhood parks, recreation facilities and civic spaces with more formal infrastructure compared to the Conventional (TC-2) neighborhoods.

**Services should be conveniently located.** Neighborhood level services, schools, parks and places of worship.

**Transportation choices are important to our vitality and environmental health.** Formal interconnected street pattern with sidewalks and alleys. Typical Streets are curbed and tree lined. Public transportation is easily accessed.

**Maintaining a healthy and vibrant City is important to the region.** Healthy residential neighborhoods stabilize and strengthen Corridor and Downtown Neighborhoods.



Front Porches



Neighborhood Businesses



# TC-4 NEIGHBORHOOD

The TC-4 Corridor Neighborhood is the least formally developed of the two types of commercial neighborhoods. The focus is on commercial innovation. The overall level of intensity generated within the confines of each district in this class of neighborhood tends to be the lower of commercial uses.



Shopping Centers

Standards established for governing intensity typical of TC-4 neighborhoods would include measures enforcing:

## Hours

Wide range of hours allowed as typical of overall higher activity levels. Residential uses adapted to appropriate adjacent commercial users.

## Auto Access

Geared toward motorized transportation. Should adapt well to multiple, interconnected transit systems. High level of transit services. Bike lanes incorporated with street markings along major streets.

## Mass

Wide range of building masses, placement and form.

## Emissions

Moderate to high emissions. Design and architectural solutions utilized to minimize effect on adjacent neighborhoods. Higher emissions contained within the neighborhood.



Pedestrian Connections



# Core Principles

**The intensity of any land use should be the focus of land use decisions.** Commercially and industrially focused with higher residential intensities, usually of commercial scale. Noise, traffic and lighting decrease where this neighborhood joins Conventional or Traditional neighborhoods.

**Social, economic and residential diversity and stability are key to our future.** Commercial in scale and intensity with a wide range of commercial ventures allowed. Twenty-four hour operations are possible. Housing is also of commercial scale, apartments sometimes are built on upper floors of commercial buildings.

**Our neighborhoods need to be preserved and protected as they evolve.** This neighborhood has a great deal of variety and flexibility in terms of design and activity.

**Natural and historic resources are limited and need to be protected.** Development is mitigated by using low impact designs, shared parking and driveways.

**Services should be conveniently located.** Regional and neighborhood services are near employment centers and dwellings.

**Transportation choices are important to our vitality and environmental health.** High volume transit corridors efficiently move goods and people. Access to private transportation is well coordinated with public transportation and a network of sidewalks and trails.

**Maintaining a healthy and vibrant City is important to the region.** Movement of goods and people are lifelines to the community and provide a special role in terms providing areas of concentrated employment and large commercial ventures.



On-site Parking



Bike Lanes



# TC-5 NEIGHBORHOOD

The TC-5 Downtown Neighborhood is the most formally and intensely developed of the two types of commercial neighborhoods. The focus is on high intensity, regional, commercial activity. The overall level of intensity generated within the confines of each district in this class of neighborhood tends to be the highest of commercial uses.



Public Markets



Mixed Use Buildings

Standards established for governing intensity typical of TC-5 neighborhoods would include measures enforcing:

## Hours

Day and night activities. Appropriate for all hours of business, especially when accommodating or supporting adjacent land uses.

## Auto Access

Motorized vehicle restrictions in terms of traffic speed, parking costs and access. Pedestrian focused, centralized parking facilities. High level public transit service.

## Mass

Most dense. Greatest building mass within the city with appropriate balance and scale. Buildings typically placed close to street or civic spaces to provide a sense of enclosure to the public realm.

## Emissions

High emission levels carefully managed with design and architectural solutions utilized to minimize effect on adjacent neighborhoods.



# Core Principles

**The intensity of any land use should be the focus of land use decisions.** Highest intensity of the five neighborhood types. Late night activities and associated emissions. Well lit.

**Social, economic and residential diversity and stability are key to our future.** Regional hub for commercial and governmental activities. High intensity, 24-hour operations, visitor and resident resources. Housing of commercial scale, typically located on upper floors.

**Our neighborhoods need to be preserved and protected as they evolve.** Maintain or enhance the character of downtown with new development.

**Natural and historic resources are limited and need to be protected.** Cultural center, formal infrastructure and civic spaces. Preserve buildings and structures within designated historic districts. Integrate Boardman River and Grand Traverse Bay into the fabric of the neighborhood.

**Services should be conveniently located.** Regional public service hub. Regional entertainment and service center. A variety of uses in close proximity to each other with good access to the residentially focused neighborhoods.

**Transportation choices are important to our vitality and environmental health.** Access to well established sidewalk network and trail system. High level of transit services. Access to high density parking strategically located within the neighborhood.

**Maintaining a healthy and vibrant City is important to the region.** Downtown is a key marketing feature for Northwest Lower Michigan and a regional gathering place for public events and celebrations.



Public Transportation



Community Events



# 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 special plans approved by the Planning Commission. At the boundaries of the campus the level of intensity can not exceed the level of intensity of the adjoining neighborhoods.

## Campus Areas



Munson Medical Center

Munson Medical Center

Northwestern  
Michigan College

Traverse City Cherry  
Capital Airport

Traverse City's  
Waterfront



Cherry Capital Airport

Oakwood Cemetery

Governmental Center

Grand Traverse Commons

Grand Traverse  
Civic Center

Airport and Traverse Field  
Industrial Parks



Grand Traverse Commons



Northwestern Michigan College

# Plan Elements

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The Master Plan expresses the vision of our community and provides the fundamental basis by which planning decisions are made. It is supported by a number of Plan Elements that provide the framework for developing more detailed plans.

Plan Elements include but are not limited to:

Capital Improvement Element

Economic Element

Historic Resource Element

Natural Resource Element

Parks and Recreation Element

Public Utilities Element

Transportation Element

Urban Design Element

Zoning Element

# Capital Improvement Element

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## Purpose

The Capital Improvement Element provides an investment strategy for funding public infrastructure and facility improvements for the community.

Prepared by: City Administration  
Adopted by: Planning Commission  
and City Commission.

## Introduction

The Capital Improvement Plan (CIP) is a multi-year schedule for capital expenditures that includes costs, priorities, and identified funding for the next six years. Each Master Plan Element has capital improvement implications and each neighborhood type will have varying requirements for capital improvements. Priorities are identified and evaluated according to the community goals and core principals of the Master Plan. With the exception of federal or state mandates, only capital improvement projects that are consistent with the Master Plan or any of its primary elements should be included in the CIP.

Funding levels depend upon numerous economic factors, including funding availability, market forces, and the City's bond rating. The CIP needs to be updated on an annual basis as opportunities and budgets change.

## Goals

- 1** Prioritize projects that most directly benefit public health and safety, the local economy, and the local government.
- 2** Invest in energy efficient design and construction when cost-effective over the life of the improvement.
- 3** Identify funding sources for the construction and life-cycle maintenance of public infrastructure and facilities.
- 4** Pursue grants and other outside funding opportunities for appropriate public projects.
- 5** Develop regional partnerships to preserve and fund regional assets.
- 6** Evaluate the distribution of spending throughout the community.

# Economic Element [\(see appendix\)](#)

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## Purpose

The purpose of the Economic Element is to direct the City's strategy for business and institutional investment in the region. The focus of that support is to encourage long-term tax stabilization and support the community's growing infrastructure needs.

Prepared by: City Commission

Recommended by: Planning Commission

Adopted by: City Commission

## Introduction

Traverse City government plays an integral role in coordinating local and regional efforts to build a strong, resilient economy. This element recognizes the importance of growing our economy in a manner that balances the investment priorities of our citizens, our neighborhoods, and the environment.

## Goals

- 1** Enhance the City's role in coordinating the regional economy, specifically, working with local and regional institutions to represent and support the needs of Traverse City's citizens.
- 2** Facilitate regulatory functions to insure proportional and appropriate processes to safeguard the community's economic stability and success.
- 3** Develop a system of prioritization that supports economic goals of other elements within the City's Master Plan.
- 4** Encourage development that protects and promotes the character of distinctive neighborhoods.
- 5** After financial and economic analysis, prioritize capital improvement and private development projects that require public funding.

# Historic Resource Element [\(see appendix\)](#)

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## Purpose

To identify buildings, neighborhoods, landscapes and works of public art with historic value and to develop preservation strategies.

Prepared by: Historic Districts Commission

Adopted by: Historic Districts Commission

## Introduction

The creative preservation of historic resources in Traverse City has a long history of public interest and support as evidenced by the formal designation of the Central and Boardman neighborhoods as National Historic Neighborhoods, the designation and active maintenance of the downtown historic district and the preservation of the Grand Traverse Commons.

The first marker for individual buildings having historic significance is a minimum age of 50 years. Beyond age, factors can include: unique design or materials; historically representative style, historically significant location, historically significant origin, and other characteristics important to Traverse City as deemed by the Historic Districts Commission.

The historic preservation community has also realized that landscapes can be historically significant for their design, their effect on public and/or private life, their representation of a significant style or pattern of development, their designer, their location as the site of historically significant acts or activities, or other factors of importance to the community.

Art work too, is recognized by the public as being historically significant. For the purposes of the inventory, this document is limited to works of public art (statues, fountains, etc.).

## Goals

- 1** To locate and identify public and private properties within the City of Traverse City which are deserving of formal historic designation.
- 2** To create and maintain a formal inventory of historic resources.
- 3** To develop strategies for preserving the designated resources.

# Natural Resource Element [\(see appendix\)](#)

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## Purpose

The Natural Resource Element provides the basis for developing a natural resource protection plan.

Prepared by: Planning Commission

Adopted by: City Commission

## Introduction

The Natural Resource Plan consists of a natural features inventory and a strategy to conserve these features. Conserving the community's natural features helps to minimize the loss of life and property and contributes to the desirability of Traverse City. The standards in this plan provide the framework for a set of ordinances aimed to protect those natural features deemed important to Traverse City.

## Goals

- 1** Encourage environmentally sensitive areas to be used as natural preserves or for passive recreation, and to limited development in these areas.
- 2** Require new buildings to be set back from the shoreline using vegetative buffers where possible, rather than engineered walls and stone revetments per established guidelines.
- 3** Protect surface waters, ground water, wetlands and shoreline zones.
- 4** Require flood plain capacity lost due to development be replaced with storage capacity elsewhere.
- 5** Encourage hillside development to conform to the natural topography and help to prevent erosion.
- 6** Encourage flexible standards that will aid in conserving woodlands and mature trees.
- 7** Require outdoor lighting to be shielded to minimize light emissions onto neighboring properties, public rights-of-way, and the night sky.

# Parks and Recreation Element [\(see appendix\)](#)

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## Purpose

The Parks and Recreation Element provides a framework for the recreation planning and development efforts over a five-year period. The plan provides guidance on issues such as acquisition of land, recreation facilities, maintenance, neighborhood parks, and natural areas. The revised and updated plan is intended to meet the State of Michigan's standards for community recreation grant eligibility.

Prepared by: Parks and Recreation Commission  
Adopted by: City Commission

## Introduction

The Parks and Recreation Master Plan first phase consists of background studies, evaluation, and plan development. The second phase includes evaluation and analysis of the gathered data including input to determine recreation facilities and program deficiencies and needs.

## Goals

- 1** Design and protect the bay primarily as an open space and recreational resource for residents and tourists.
- 2** Develop the Boardman Lake and River as natural resources promoting recreational activities.
- 3** Continue a strong, flexible recreational program affording a variety of recreational activities and experiences for a wide range of people.
- 4** Incorporate the need for safe, attractive pedestrian access with private or public development while maintaining and developing additional pedestrian linkages.
- 5** Encourage cooperative governmental relationships to establish an adequate and equitable method for financing development, operation, and maintenance of recreation facilities and programs.
- 6** Concentrate on upgrading and maintaining existing parks and facilities before considering new facility development.
- 7** Develop new recreational facilities when supported by the residents, especially in park deficient areas and along waterfronts.
- 8** Maximize the use of existing facilities.
- 9** Work with schools to make recreation facilities and programs part of the education system.

# Public Utilities Element [\(see appendix\)](#)

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## Purpose

The Public Utilities Element encompasses all strategic components for serving the community with water, sewer, and electrical services.

Prepared by: City Administration

Recommended by: Planning Commission

Adopted by: City Commission.

## Introduction

The continued health, safety, welfare, and growth of the community depend on reliable utility resources. The Public Utilities Element combines the service plans of the city's water, sanitary sewer, storm drains, and electrical services.

## Goals

- 1** Develop and support plans for the community to conserve water, sewer and electricity resources.
- 2** Provide service improvements/upgrades to support areas of planned growth and increased density.
- 3** Reduce negative impact of utility services on neighborhoods by coordinating construction and repair projects across all Master Plan Elements.
- 4** Provide schedules for implementing improved service and efficiency-producing technologies, including commercial and residential service undergrounding.

# Transportation Element [\(see appendix\)](#)

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## Introduction

The purpose of the Transportation Element is to establish policies and goals guiding public transportation system choices.

Choices include public transit, non-motorized vehicular and pedestrian movement, and motorized vehicular access and distribution.

Prepared by: City Administration

Recommended by: Planning Commission

Adopted by: City Commission

## Introduction

The Transportation Element coordinates efforts to expand choices among all modes of public conveyance in a balanced transportation system. The City supports more compact, mixed-use development patterns in urban residential and commercial neighborhood types. A major component of these policies will be expanding accessibility options.

## Goals

- 1** Encourage compact development patterns, which will curtail vehicle traffic and shorten trips.
- 2** Make businesses, services, and amenities more accessible through safe, efficient, and environmentally sensitive transportation.
- 3** Provide linkages between regional and local transportation options by coordinating related capital investments with regional and local providers.
- 4** Require all Campus Neighborhood Master Plans and the Downtown Development Authority to develop and implement transportation management plans that encourage transportation choices, such as transit, walking, and carpooling.

# Urban Design Element [\(see appendix\)](#)

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## Purpose

The purpose of the Urban Design Element is to provide a framework for creating urban design standards for the community. The principle purpose of these standards is not to indicate dimensions or quantity of things, but rather to convey a sense of the preferred quality. It is one means the community can encourage development that strengthens its quality and character. These standards fill the gap between broad planning policies found in the Master Plan and the inflexible exactitude of zoning requirements.

Prepared by: Planning Commission

Adopted by: City Commission

## Introduction

Urban Design Standards need not be lengthy and complicated. To be effective, the standards need to be communicated with clear terms and illustrated with diagrams, simple charts, and other graphics. The standards should be descriptive and suggestive, rather than prescriptive or proscriptive.

The Urban Design Plan will focus on the fundamentals such as: overall site design, building orientation, public spaces, and landscaping. Each of these four subjects has within it a number of issues that can be addressed through specific guidelines. Some of these guidelines are applicable community-wide while others are only relevant to a given neighborhood type or street.

## Goals

- 1** Foster new development that will improve the public realm.
- 2** Integrate new development that will emphasize, retain or enhance the City's identity.
- 3** Protect and enhance views to and from established landmarks, hills and the bay front.
- 4** Require new development that reinforces the character of distinctive neighborhoods.
- 5** Foster design standards that advance community safety, accessibility, and outdoor comfort.
- 6** Support new development that draws upon the past and allows for interpretation, creativity and innovation.

# Zoning Element [\(see appendix\)](#)

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## Purpose

Regulate property use, relationship to adjacent property and relationship to the city as a whole for the health, safety and welfare of the community. The Zoning Ordinance translates the concepts of the Master Plan into specific regulations

Prepared by: Planning Commission

Adopted by: City Commission

## Introduction

The City's current zoning code has been continuously updated since its original adoption in 1999.

The Master Plan anticipates that there may be more than one zoning category within the various neighborhood types.

The Zoning Ordinance will be updated based on the needs of the City and the need to bring the ordinance into closer conformance with the Master Plan. Updates will follow a public process, as required by law.

## Goals

- 1** The Zoning Ordinance requires consideration of the variables in intensity when in evaluating future zoning and map amendments.
- 2** Require commercial zones adjacent to residential zones and neighborhoods to match the residential intensity and scale as described in the Master Plan.
- 3** Ensure that existing commercial zones within residential neighborhoods are residential in scale and intensity.
- 4** Maintain and improve the public, open process for evaluating proposed changes in the zoning ordinance.
- 5** Make maximum use of current technologies to incorporate information into the Zoning Map.

# Future Land Use/Zoning Plan

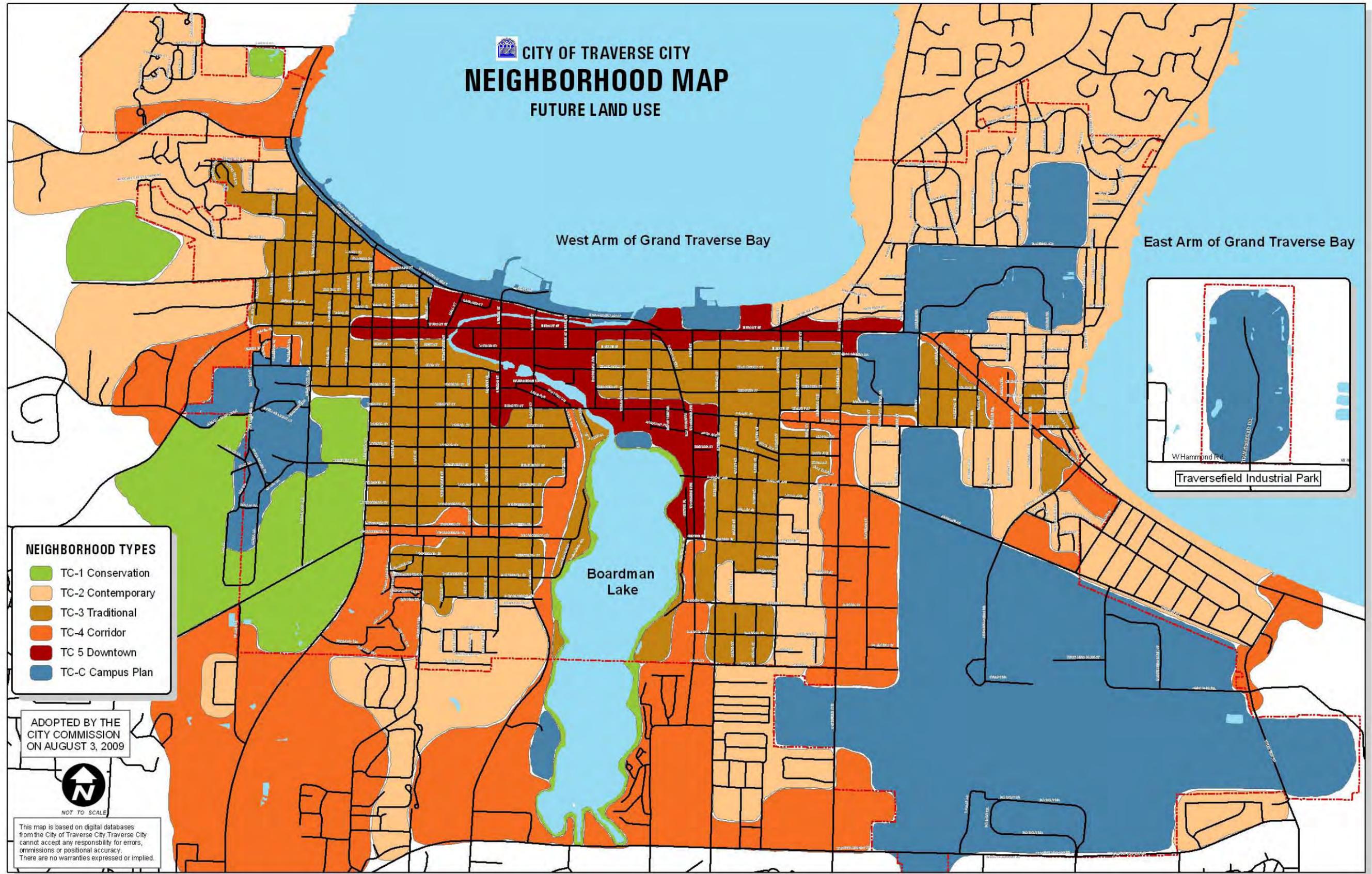
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## Future Land Use/Zoning Plan relationship to the existing Zoning Map Districts:

Each neighborhood type identified in the Master Plan and graphically displayed in the Future Land Use/Zoning Plan is defined by four variables of intensity. Intensity levels are measured by hours, auto, mass and emissions. Any zoning text or zoning map amendment shall be consistent with the Future Land Use/Zoning Plan, including the text of the Master Plan.

All the neighborhood types depicted on the Future Land Use/Zoning Plan contain several Zoning Map Districts and it is envisioned that in most cases the zoning district will not change. However, the zoning district regulations will be amended over time to reflect the intended intensities and desired characteristics described in the Master Plan. For example, it is not envisioned that properties currently zoned residential (RC, R-1, R-2, R-9, R-15 and R-29) will be rezoned to a non-residential zoning classification.

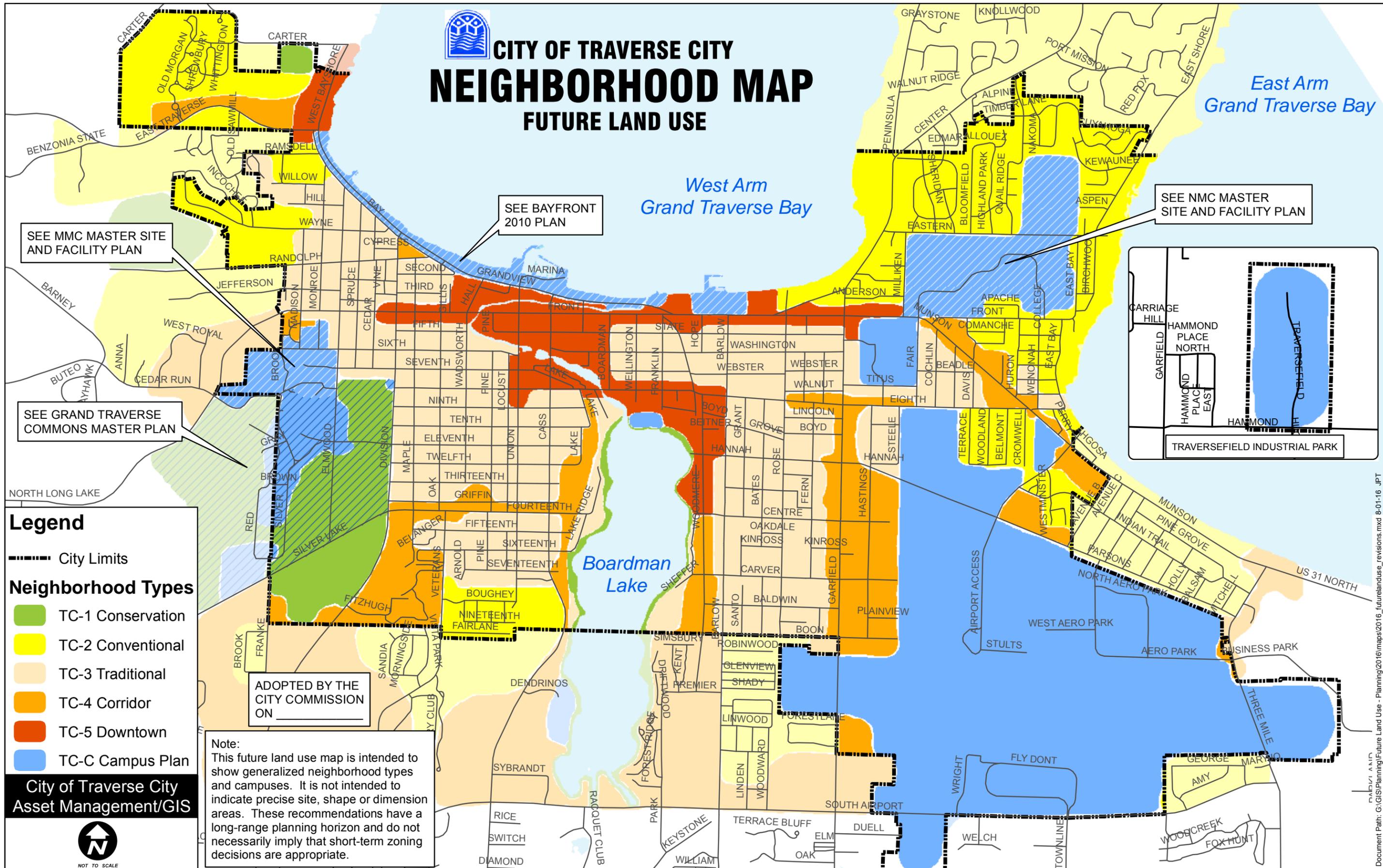
On the other hand, properties that are in a zoning district wholly inconsistent with the intent of the Master Plan as depicted on the Future Land Use/Zoning Plan will be re-zoned to a zoning district consistent with the Plans. For example, parcels currently zoned non-residential may be rezoned to a zoning classification that more closely matches the neighborhood type as depicted on the Future Land Use/Zoning Plan.



This Plan is to be used in conjunction with the text of the Master Plan, which guides the height, area, bulk, location, and use of buildings and premises within differing neighborhood types by setting forth the character and intensity of each neighborhood. The campus neighborhoods are intended to be developed according to specific plans approved for the different campuses.



# CITY OF TRAVERSE CITY NEIGHBORHOOD MAP FUTURE LAND USE

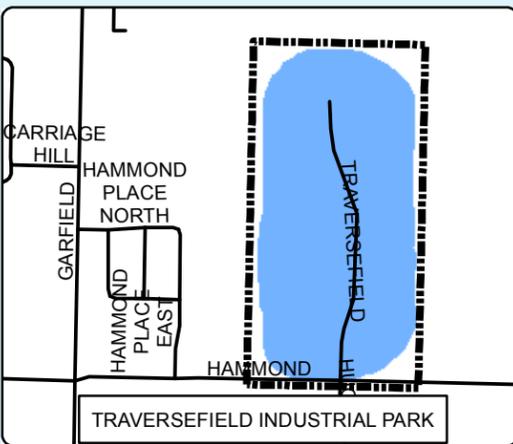


SEE MMC MASTER SITE AND FACILITY PLAN

SEE BAYFRONT 2010 PLAN

SEE NMC MASTER SITE AND FACILITY PLAN

SEE GRAND TRAVERSE COMMONS MASTER PLAN



**Legend**

- City Limits
- Neighborhood Types**
- TC-1 Conservation
- TC-2 Conventional
- TC-3 Traditional
- TC-4 Corridor
- TC-5 Downtown
- TC-C Campus Plan

**City of Traverse City  
Asset Management/GIS**

NOT TO SCALE

ADOPTED BY THE CITY COMMISSION ON \_\_\_\_\_

**Note:**  
This future land use map is intended to show generalized neighborhood types and campuses. It is not intended to indicate precise site, shape or dimension areas. These recommendations have a long-range planning horizon and do not necessarily imply that short-term zoning decisions are appropriate.

Document Path: G:\GIS\Planning\Future Land Use - Planning\2016\maps\2016\_futurelanduse\_revisions.mxd 8-01-16 .JPT

# Acknowledgements as of July 15, 2009

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## City Commission

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Barbara D. Budros  
Jim Carruthers  
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Ralph Soffredine

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Jennifer Jaffe, Vice-Chairperson  
Jody A. Bergman, City Commission Representative  
Michael Estes, Mayor  
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Robert Stow<sup>1</sup>, Secretary  
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Barbara D. Budros, City Commission Representative  
Chris Bzdok, City Commission Representative  
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Photos provided by Northwestern Michigan College,  
Michigan Land Use Institute, Rauth Photographic,  
R. Clark Associates, Inc., and the City of Traverse City.

# <sup>1</sup>Resource Documents

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Smart Code & Manual, v.8.0, New Urban Publications.

Smart Growth Audit. Grand Traverse County, Traverse City and Peninsula Township. Smart Growth Leadership Institute. 2006.

Traverse City Master Plan. Revised May 2002.

Visioning TC, William McDonough & Partners. October 2004.

Your Bay Your Say. Traverse City's Waterfront Plan. Accepted by the Bayfront Planning Committee on September 13, 2007.

# Glossary

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**Activities:** Refers to those uses of a property that generate intensity within a neighborhood.

**Auto-Access:** (related to Intensity Charts) Includes all motorized and non-motorized vehicular traffic within a neighborhood including but not limited to automobiles, trucks, buses, bicycles, etc.

**Balance:** The relationship between the rights of the property owner to the use of his/her own property and the rights of a community to protect or enhance the overall good.

**Boundaries:** The areas delineating the edges of neighborhoods.

**Campus:** Those neighborhoods developed for specific purposes that have development plans that are inwardly focused and approved by the Planning Commission.

**Compatible:** Those activities which generate similar levels of intensity, similar intensity values and are similar in scale to each other.

**Complementary:** Those activities within a neighborhood which support or compliment other activities within that neighborhood.

**Element:** The portion of the Master Plan which defines purposes and sets standards and goals for developing and evaluating the Implementation Documents.

**Emissions:** By products of activities that leave the property or neighborhood within which it is created, including, but not limited to noise, dust, odors, smoke, light, etc. Each neighborhood has an expected background level of emissions related to those characteristics found to be a normal part of an urban existence within that neighborhood's context.

**Future Land Use/Zoning Plan:** A graphic illustration depicting the general location and arrangement of neighborhood types and campuses. The boundaries are not parcel specific. This document is intended to help determine the extent of the different neighborhood types which have varied characteristics.

**Hard edge:** Those boundaries separating neighborhoods containing significant variations of scale and intensity at their point of abutment

**Hours:** Refers to the hours of operation of an activity within a neighborhood, when used in the Intensity Chart.

**Implementation Documents:** Those elements of Traverse City's governmental regulations and plans which give specific and/or detailed guidance and direction. The Implementation Documents are intended to be in support of the Master Plan but not a part of the Master Plan.

**Intensity:** The level of activity within a neighborhood. Intensity is quantified by the four components: Hours (of operation), Autos (motorized and non-motorized traffic), Mass (of buildings or structures), and Emissions (of noises, dust smoke, odor, light, etc.).

**Mass:** The intensity of the buildings or structures within a neighborhood as defined by area, land coverage, height, distance to property lines, access to light, or effects of shadow.

**Neighborhood:** A geographic area with similar, compatible and complementary activities. In mapping terms, a transect.

**Neighborhood political:** An organized neighborhood with officers and self described political boundaries. Political neighborhoods are organized to promote and support common interests and create a sense of community. Political neighborhoods are generally, but not always, of one neighborhood type. There may be many individual political neighborhoods within a given neighborhood type.

**Nuisance:** A by-product of organization into communities where people live in close proximity to one another. In this Master Plan, nuisance is deemed as a product of an unacceptable level of the intensity of an activity within a neighborhood.

**Proportionality:** The balance between competing priorities, principles, or neighborhood activities.

**Scale:** The combination of activity, mass, height, site organization and site coverage which determines how a building, structure or property relates to its neighbors and community.

**Scale, residential:** The combination of activity, mass, height, site organization and site coverage which are compatible with and complimentary to the residential neighborhood type in which the property, building or structure is located. Residential scale in one neighborhood type may not be the same as it is in another neighborhood type.

**Services:** Municipal, commercial and recreational activities which provide support for neighborhoods.

**Shared:** Those values held in common within a community or those characteristics held in common within a neighborhood type.

**Soft edge:** Connotes the evolution of activities along boundaries of neighborhoods that, left unattended, may produce unintended, negative consequences to one or more of the abutting neighborhoods. Boundaries of this nature require focus and action to determine their appropriate development.

**Street, collector:** Streets designed to collect traffic from other, more local streets. Collector streets can occur within or between neighborhoods.

**Street, complete:** Streets designed with equal emphasis and giving equal importance to all modes of transportation including motorized vehicular, non-motorized vehicular, and pedestrian traffic.

**Suburban:** A form of development characterized by wider lots, vehicular property access from the street, less formal free form streets. Many areas do not require traditional sidewalks or curbs and gutters.

**Urban:** A form of development characterized by formal street grids, vehicular property access from alleys, formal property organization into blocks with sidewalks and formal tree lawns in residential neighborhoods and streetscapes in commercial areas.



**RESOLUTION APPROVING THE TRAVERSE CITY MASTER PLAN**

- Because, the City Planning Commission under the authority of Public Act 33 of 2008, as amended, is required to make and may from time to time amend in whole or by parts a master plan for the physical development of the City of Traverse City; and
- Because, the City of Traverse City Master Plan provides Traverse City the fundamental ability to shape the urban environment in accordance with the principles and objective therein and to avoid costly and undesirable decisions affecting the well-being of the community; and
- Because, the Traverse City City Commission and Planning Commission concluded after reviewing existing conditions, issues, and trends of the municipality and the neighboring jurisdictions that the 1994 City Plan was in need of revision and updating; and
- Because, citizens of the Traverse City community played an integral part in establishing the core principles, goals, and standards of the City of Traverse City Master Plan which recommends priorities for change and improvement and that neighborhoods be defined by the nature and intensity of their human activity; therefore, be it

**RESOLVED**, to hereby approve the accompanying Traverse City Master Plan containing core principles, goals, standards, recommendations, elements, and Future Land Use/Zoning Plan (map), bearing the date July 15, 2009, and further that such plan replace the City Plan dated September 28, 1994.

I hereby certify that the above resolution was adopted by the City Commission at its regular meeting held August 3, 2009, in the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan 49684.

A handwritten signature in blue ink, appearing to read "Debra A. Curtiss".

Debra A. Curtiss, MMC, City Clerk

# Appendix

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Economic Element (sub plan approved April 18, 2011)

Historic Resource Element (sub plan approved April 1, 2013)

Natural Resource Element (sub plan approved September 6, 2011)

Parks and Recreation Element (sub plan approved October 3, 2011)

Public Utilities Element (sub plan approved October 1, 2012)

Transportation Element (sub plan approved November 21, 2011)

Urban Design Element (sub plan approved February 21, 2012)

Zoning Element (sub plan approved September 17, 2012)

# ECONOMIC ELEMENT

## ECONOMIC ELEMENT GOAL #1:

**Enhance the City's role in coordinating the regional economy, specifically, working with local and regional institutions to represent and support the needs of Traverse City's citizens.**

1. City Staff shall continue to maintain and enhance relationships with local and regional groups involved in economic development to assist in private and public investment projects.
  - a. Groups in the region that are involved in Economic Development include; among others
    - i. Traverse City Downtown Development Authority
    - ii. Traverse City Area Chamber of Commerce
      1. Traverse Bay Economic Development Corporation
      2. SCORE
    - iii. Northwest Michigan Council of Governments
      1. Small Business & Technology Development Center
    - iv. Northwestern Michigan College
    - v. MSU Extension
    - vi. Michigan Land Use Institute
    - vii. Grand Traverse County Brownfield Redevelopment Authority and Economic Development Corporation
    - viii. State of Michigan
    - ix. Land Bank
2. The City will establish a priority list annually or as needed of economic development projects that city staff and city partners will focus on.
  - a. These priorities shall be established with a short-term, mid-term and long-term focus and should be coordinated with the appropriate organizations listed above.
  - b. Appropriate resources (human and financial capital) shall be identified for these priorities so potential funding and incentive programs can be identified at the local, state and federal levels.
3. To the greatest extent possible, activities and initiatives will be non-duplicative in nature between the city and its collaborating organizations. The City shall design and grow business and community development priorities with sufficient staffing/contract services.
  - a. Where appropriate, Contracts-for-Services shall be seriously considered with community and economic development organizations.
  - b. These contracts for services must address what the City wants to achieve as it relates to its short, mid and long term priorities.

# ECONOMIC ELEMENT

## ECONOMIC ELEMENT GOAL #2

**Facilitate regulatory functions to insure proportional and appropriate processes to safeguard the community's economic stability and success.**

1. On-going meetings with the development community to determine whether regulatory reforms might improve the business climate within the City.
2. Assess the current City staffing structure and make structural changes as needed to provide "one stop" for development.

## ECONOMIC ELEMENT Goal #3

**Develop a system of prioritization of public investment that supports economic goals of other elements within the City's Master Plan.**

Multiple entities have input under this goal. The City and the County have master plan elements, and the Downtown Development Authority brings a model for development that can be applied in outlying districts of the City. The Chamber of Commerce brings the role of retention and recruitment, and Northwestern Michigan College and the Northwest Michigan Council of Governments play a role in research and entrepreneurship.

Goals for the prioritization of public investment should be led by the following factors, in order of importance within the category:

1. Projects that couple with private investment so as to increase tax base and install public improvements at the same time.
2. Projects that leverage other public funds.
3. Projects that couple with planned service upgrades, i.e. streets, utilities

## ECONOMIC ELEMENT Goal #4

**Encourage development that protects and promotes the character of distinctive neighborhoods.**

1. Identify and prioritize for investment TC4 corridors that edge on residential neighborhoods.
2. Work to develop specific "arrival points" for residential neighborhoods that signal a change in standards for infrastructure treatment, setbacks and public spaces.
3. Protect and enhance established neighborhoods.
4. Initiate citizen programs for management of neighborhood issues.
5. Integration of small businesses providing convenient services near and in residential neighborhoods.

# ECONOMIC ELEMENT

## ECONOMIC ELEMENT Goal #5

**After financial and economic analysis, prioritize capital improvements and private development projects that require public funding.**

The Capital Improvement Plan (CIP) will encompass those projects that meet specific criteria regarding their priority in meeting the City's financial and economic needs. When considering the projects within the Capital Improvement Plan for approval and recommendation for funding, the Planning Commission will make its judgment as to the projects conformance with the Master Plan in keeping with the immediate and long-term interests of the entire community.

1. To aid in this, projects shall be the result of financial analysis by staff, including but not limited to:
  - a. Forecasts covering the useful life of the project detailing economic considerations (revenue forecasts, jobs added, investments, etc.); and
  - b. Forecasts covering the useful life of the project detailing operational and maintenance considerations (anticipated new operating savings/costs, changes in staffing levels, changes in depreciation funding, etc.) with resulting forecasts for changes in operating budgets.
2. Projects recommended by staff for inclusion in the Capital Improvement Plan shall be focused in three primary areas for consideration, noted below. Each of the primary areas shall have its own dedicated funding sources with all current year funding allocated. The primary areas in order of their presentation are:
  - a. New projects and/or upgrades in current service;
  - b. Projects required to maintain the current standard of infrastructure service (annual street maintenance projects, utility maintenance projects, etc.); and
  - c. Projects that are operational in nature (vehicles and equipment, computer systems, telephone systems, etc.) For projects in this area, only a listing will be provided.
3. All projects submitted as new/upgrade projects will be categorized by type (either 2a or 2b) and evaluated as to their priority within their respective type. This will require the development of categories of projects and a weighted system for prioritizing projects within type. For 2b projects, this will be the Asset Management Program. Type categories, in order of their priority are:
  - a. Projects stemming from unforeseen emergencies or opportunities usually requiring an amendment to the existing Capital Improvement Plan;
  - b. Projects that contain some element of a public/private partnership that aids in the accomplishment of the City's financial plans;
  - c. Specific Improvements that leverage needed investment in the City or region; and
  - d. Service up-grades to City infrastructure.

Approved by the City Commission on April 18, 2011

City of Traverse City Michigan  
Master Plan

# Historic Resources Element



*"To be rooted is perhaps the most important but  
least understood need of the human soul"*

*Simone Weil*

# Historic Resources Element

## History of Traverse City 1852-1955

### Historical happenings in Traverse City's first 103 years



Nam-qua-chi-quam-ing  
Head Chief of the  
Chippewas, died  
October 26, 1874  
at a very old age.



Indian encampment at  
the mouth of the  
Boardman River during  
blueberry season, 1860.



Hannah, Lay sawmill in  
the early days.



Slab Houses in "Bagdad"

- 1852** First steamer to enter Traverse City: side wheeler Michigan.
- 1852** First steam sawmill: Hannah & Lay mill on the waterfront.
- 1853** Post office established in Traverse City.
- 1860** Steamer Allegheny began weekly service from TC to Chicago.
- 1867** January 12 First Congregational Church dedicated at 302 Washington.
- 1869** Hannah, Lay built gristmill on river near Union Street.
- 1871** Steamer City of Traverse begins regular runs to Chicago.
- 1872** November 15 first railroad, Grand Rapids & Indiana arrives in TC
- 1873** Campbell House built later called the Park Place Hotel.
- 1876** Ladies Library moves to the Leach Building at 202 W. Front.
- 1878** Fire station built on corner of Union and 7th Street.
- 1883** Hannah, Lay big general store opens at Front and Union. A basement generator provides the first electricity in town.
- 1884** New jail on courthouse square replaces log jailhouse.
- 1885** "Northern Michigan Asylum for the Insane" (later called the Traverse City Regional Psychiatric Hospital).
- 1887** Street numbers established with Front and Union streets as baseline. Odd numbers on north and east sides.
- 1888** New St. Francis church built on corner on Cass and Tenth Street.
- 1889** First brick residence for Christian Peterson built at south-east corner of 7th and Elmwood.
- 1890** Civil War Soldier's Monument erected near county jail.
- 1892** February 4 City Opera House opened.
- 1894** Whiting hotel opened on 150-154 E. Front.
- 1894** November, Boardman River Light & Power company opened.
- 1896** 12th. Street Park opens for first football game on land donated by Ed Thirlby
- 1899** First golf course opened on land donated by Perry Hannah, west of St. Francis church.
- 1902** First canning factory built on Hall Street.
- 1903** First brick paved streets, Sixth St. between Union and Division.
- 1904** City Library built on Sixth St. with grant from Andrew Carnegie.
- 1904** Palace Theatre movie house opened at 128 E. Front.
- 1909** October 17, first flight of glider in TC by Charles Augustine.
- 1911** Ford dealership established by Ford's brother-in-law, M.D. Bryant at 132-134 W. Front
- 1916** First Chamber of Commerce organized.
- 1918** Rennie Oil Company opens first gas station at northwest corner of Union and State. They display one of Traverse City's first Napoleon autos
- 1925** May 22 First Cherry Blossom Festival
- 1926** First traffic lights installed on Front Street at Park, Cass and Union
- 1928** July 19 First Michigan Cherry Festival
- 1929** Ransom Field, first airport open on Rennie Hill south of city
- 1930** January 14 First air passenger service from Grand Rapids lands at Ransom field on skis
- 1933** Sewage disposal plant built on Boardman Lake
- 1934** Con Foster museum built
- 1934** Miniature City placed on display at City zoo
- 1934** New Thirlby Field dedicated-first lighted football stadium in the north.
- 1936** New city airport established on Garfield road
- 1941** WTCM established as first radio station by Les Biederman
- 1947** Traverse City Centennial, Traverse City Osteopathic hospital built on Munson Ave.
- 1952** Northwestern Michigan College sets up in old Coast Guard building
- 1953** Grandview Parkway opened and dedicated
- 1955** Front and State streets become one way streets

*Time line courtesy of History Center of Traverse City.*

Physical essence still exists today.

Some form or activity is active today.

# Historic Resources Element

## INTRODUCTION

*To understand the present and forecast a future we need to recognize the past. Therefore it is essential to preserve, share and celebrate our historical resources. As we bear the responsibility to safeguard our heritage we must take every opportunity to promote the responsibilities of stewardship, stabilize and improve property values and foster civic beauty. Successful preservation is a collaborative effort of public and private organizations using a variety of tools and programs. The Historic Resource Element suggests developing programs to promote preserve and protect, while striking a balance that harmonizes contemporary needs, balances property rights and preserves the culture of the City's substance and form.*



Private Residence, Bay Street  
ca 1885

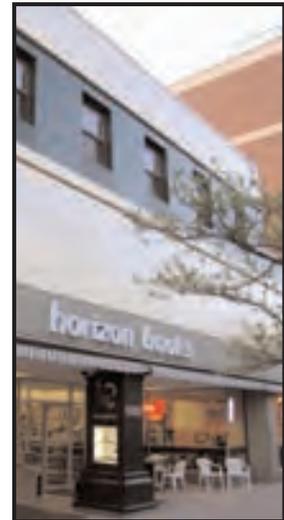


Private Residence, Washington Street  
ca 1920

## Historical Resources Element Definitions

**A Historical Resource is;** A public or privately owned; building, structure, site, object, feature, or open-space that is significant in; character, history, architecture, archaeology, engineering, works of art, or cultural heritage and at least 50 years of age.

**Historic Districts are;** Areas that have a common period of development of more than 50 years, a cultural identification with early residents, business and industry, a prevalent architectural style and a limited geographical area. In addition, areas designated as historic should have played a major role in the growth of Traverse City. They should have a sufficient concentration of original character and easily recognizable buildings to minimally suggest the original character of the area.



Business, 243 East Front Street  
1927

## GOALS AND OBJECTIVES

- Consider City and area history as a prominent value in land-use planning and development decisions.
- Take measures to protect designated Historic Districts against destruction or inappropriate change through private or public action.



Private Residence, Sixth Street  
ca 1900

Key; For photo dates  
ca, Stands for "Circa".

# Historic Resources Element



Private Residence, West Fifteenth Street  
ca 1895



Private Residence, Barlow Street  
ca 1940



Multiple Use, Elmwood Avenue  
ca 1898



Business, E. Front Street  
ca pre- 1900

- Establish historic districts, landmarks and site lists that identify key historic resources to be protected.
- Encourage the adaptive reuse of the historic structures and initiate appropriate restorative and protective measures. Where structures must be removed for redevelopment, encourage relocation when feasible.
- Establish a culture of historic preservation throughout the community.
- Assist property owners within the City to identify heritage values and implement desired programs.
- Promote the preservation of historic landscapes such as the Grand Traverse Commons, Hannah Park, etc.

## HISTORIC PRESERVATION POLICY (RELATIVE TO LAND USE)

- Formally expand existing Historic Districts over time to reflect the natural historic boundaries and possibly add new ones.
- Generally encourage architecture and site planning that is reflective of the City's historical context.
- Develop incentives for new construction and exterior remodeling of existing buildings within designated historical areas, to be reflective of and sensitive to historic area architectural forms and patterns.
- Discourage removal of historically significant buildings or building facades within designated Historic Districts.
- Facilitate the rehabilitation, preservation, restoration and adaptive re-use of historically significant structures in designated Historic Districts and Landmarks.
- Repair and restore existing brick streets where feasible.
- Develop historic district guidelines for residential and commercial buildings.
- Encourage the use of Secretary of the Interior's Standards when rehabilitating historic buildings.

# Historic Resources Element

## PLAN IMPLEMENTATION

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- Recognize the City of Traverse City Historic Districts Commission and the History Center as the City's heritage preservation agents.
- Promote and encourage the adaptive re-use of historic structures.
- Assist the City's Historic Districts, City residents and geographical areas outside designated historic districts in identifying heritage values.
- Promote existing Historic Districts and encourage the expansion of more to ensure the integrity of the City's substance and form.
- Protect locally designated landmarks and buildings within designated Historic Districts through the implementation and expansion of incentive programs designed to encourage rehabilitation and preservation.
- Develop programs that create awareness of the economic and cultural benefits of historic preservation.
- Create a wayfinding system to promote the listing of historic structures, landmarks and neighborhoods.
- Develop a recognition program for historic and new developments that embody the intent of the resource.
- Prepare a manual showing techniques of rehabilitation and examples to help property owners understand what to expect during remodeling / restoration process.
- Develop additional recommendations for designated Historic Districts that reinforce established building patterns.
- Develop a process to create a comprehensive inventory of the City's cultural resources.
- Document lifecycle histories of buildings, structures and sites



Private Residence, Second Street  
ca 1848



Private Residence, Milliken Court  
ca 1956



Public Art, Washington Street  
ca 1890



Business, East Eighth Street  
ca 1955

# Historic Resources Element



Private Residence, Third Street  
ca 1941



Private Residence, Sixth Street  
ca 1890



Business, Front Street  
1948



Private Residence, South Union Street  
ca 1886

## HISTORIC DISTRICTS

### Historic Districts Today Section One

The current recognized districts were designated through education and cooperation of owners and neighbors by identifying the uniqueness of the structures, location and the historical attributes in relation to an era in the timeline of the city. Owners of historic homes and buildings not only have a responsibility for maintaining the historical character and can share in benefits and resources from the Federal, State and City government. This fosters pride in ownership by giving people incentives to remain active in the community as citizens and caretakers of a shared historical experience.

These areas have active Historic Districts.

- Central Neighborhood
- Downtown
- Boardman Neighborhood
- Grand Traverse Commons

### Potential Historic Districts Section Two

These are not formally designated areas and their mention as “historic” in this element implies no restrictive inference of any kind. These designated areas are intended to stimulate awareness that historic values exist in such areas.

If it is determined that the City should establish additional or extend historic districts and sites, the following areas may serve as the basis from which to make a decision.

- Slabtown Neighborhood
- Kids Creek Neighborhood
- Old Towne Neighborhood
- Oak Park Neighborhood

## Historic Districts Today Section One Details

### CENTRAL NEIGHBORHOOD

The classic 1891 Hannah House at Sixth and Pine Streets is an excellent example of the fine historic architecturally significant buildings in this neighborhood. With Perry Hannah's encouragement, a series of late Victorian homes, all crafted with extensive use of fine woodwork, spread out along Sixth Street and onto nearby streets. Over time, the neighborhood has retained a surprising degree of appeal and unity. Even some of the brick streets have endured. The Hannah House itself is recognized as one of the finest Queen Anne homes in Michigan, and is listed in the National Register of Historic Places.

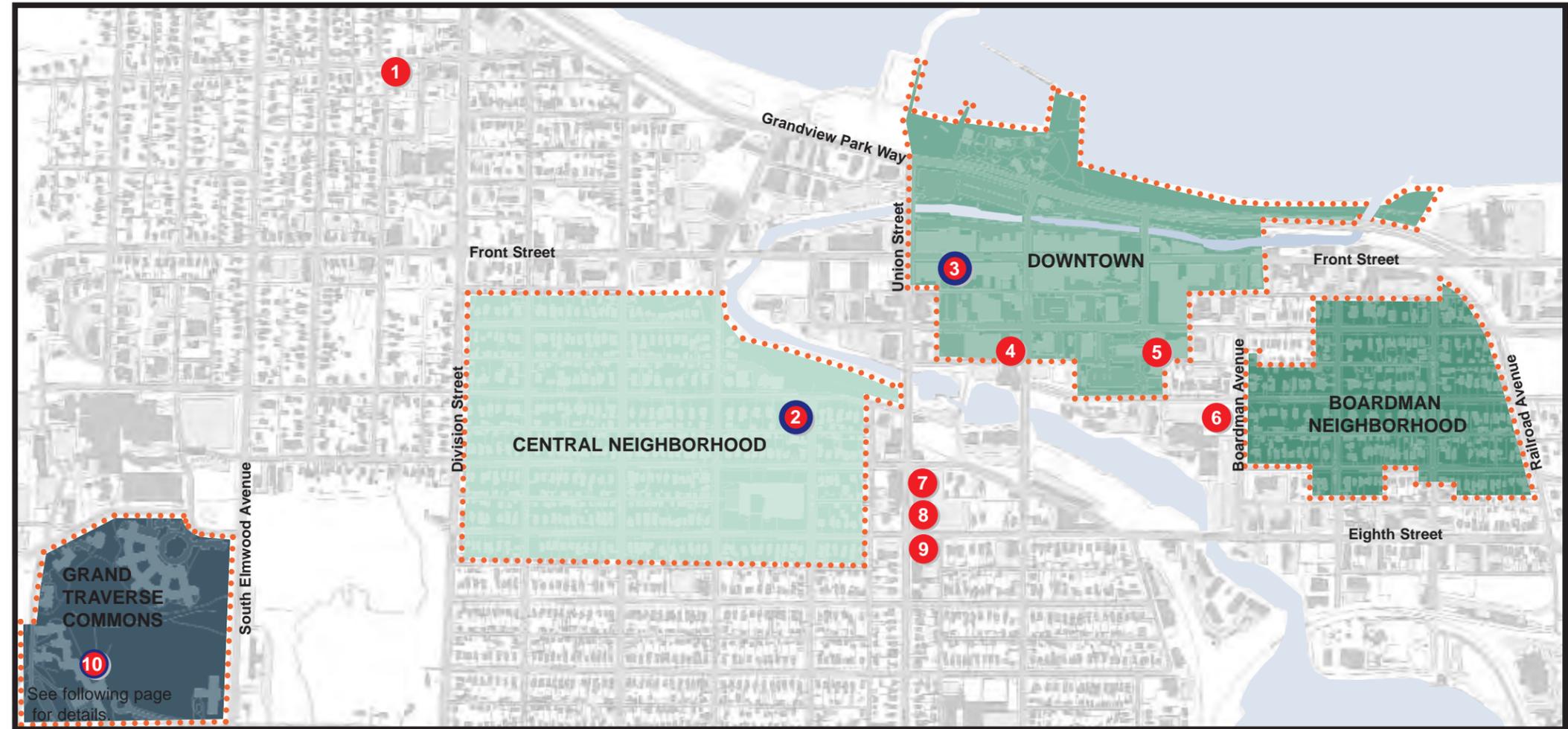
### DOWNTOWN

Beginning with an area where Captain Horace Boardman had his sawmill in 1847, the City grew along the Boardman River, Front and Union Streets. The City later expanded along Washington and State Streets. Buildings that housed businesses like the Hannah Lay Mercantile and the City Opera House still stand on Front Street and together from the core of the historic Front Street commercial area. Appropriate renovations to storefronts and other buildings are encouraged, along with a continuation of the sensitive lighting plan for this historic area. Preservation of historic bridges is also encouraged.

### BOARDMAN NEIGHBORHOOD

Washington Street was the choicest, and one of the earliest, residential streets in Traverse City. Along it, grew a neighborhood of elegant Queen Anne Victorian-style homes. These exquisite homes remain largely unchanged by time and the modern world. Except perhaps for the mature tree-shaded streets, they remain an excellent example of the prosperous American small town that proudly existed at the turn of the century.

## MAP OF CITY HISTORIC LANDMARKS AND DISTRICTS BOUNDARIES



## HISTORIC LANDMARKS

A historic landmark is a single structure or site which is of particular historic value to the City or region. There are ten state-recognized historic structures within the City, of which, three are on the National Register of Historic Places: the Hannah House, the City Opera House and the Grand Traverse Commons.



1 Sleder's Tavern,  
717 Randolph Street

ca 1882



2 Hannah House,  
305 Sixth Street

1893



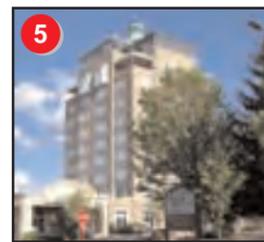
3 City Opera House,  
112 East Front Street

ca 1892



4 Ladies Library,  
Building, 216 Cass  
Street.

1910



5 Park Place Hotel,  
300 East State Street

1930



6 Grand Traverse  
County Courthouse,  
208 Washington  
Street.

1899



7 Novotny's Saloon  
(Dills Olde Towne  
Saloon), 423 South  
Union Street  
Original saloon built in 1886.  
Rebuilt in 1978 after fire.



8 Wilhelm Brothers  
Store, 427 South  
Union Street

ca 1886



9 Max's Super Service  
Station, 501 South  
Union Street

ca 1935

Key: State-recognized historic structures, 1 National Register of Historic Places 2

Section One Historical Landmarks continued on the next page.

# Historic Resources Element

## HISTORIC LANDMARKS Continuation from previous page.



Building 50 on West Eleventh Street  
ca 1885



Offices / Condo's on Cottageview Drive  
ca 1892



Munson Manor Hospitality House / Medical  
Campus Drive  
ca1900

### GRAND TRAVERSE COMMONS

The Grand Traverse Commons buildings and grounds produce a distinctive historic setting, and reflect the architecture and philosophical concepts that shaped the 19th Century approach to mental illness. Opened as a state hospital in 1885, the Victorian architectural details of the buildings are some of Michigan's best surviving institutional examples from this area. During the 1900's to 1950's, the population swelled to more than 3000 patients which included a general public hospital facility (forerunner to present Munson Medical Center) and the grounds expanded to include more than 50 buildings on the 484-acre site. Since that time, the population gradually decreased, and the hospital eventually closed in 1989. Today the area is experiencing a massive redevelopment which was guided by the Grand Traverse Commons District Plan, adopted in 1994 and the Grand Traverse Commons Master Plan, which was adopted in January 2010. The previous plan and the current plan both recommend that the historic campus with its grand open spaces be preserved for community, medical services, housing and a mix of commercial uses.



The Barns  
ca1932



Traverse Colantha Walker  
Marker ca1932



Business on Cottageview Drive  
1890; Remodeled, 1928

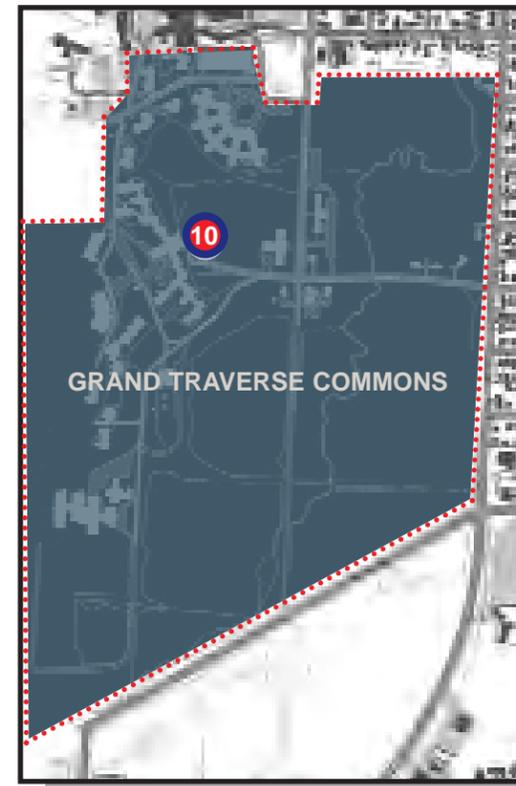


Business on Red Drive  
ca 1956



Business on Gray Drive  
ca 1930

### GRAND TRAVERSE COMMONS HISTORIC DISTRICT BOUNDARY



## Potential Historic Districts Section Two Details

### SLABTOWN NEIGHBORHOOD

This area of Traverse City developed gradually after the 1850s as a working-class neighborhood whose residents were employed in the lumber industry. Its name is derived from the fact that many of the neighborhood's earliest houses were constructed from slabs of timber discarded by the nearby sawmills. In the 1880s and 1890s many of the original slab homes were replaced by a variety of interesting Victorian homes. Today, this area has a pleasing combination of architectural styles common to northern Michigan. Some homes along West Front Street have been renovated while others have been converted into charming shops intermingled with traditional storefronts.

### KIDS CREEK NEIGHBORHOOD

With its proximity to the Grand Traverse Commons and Munson Medical Center, this neighborhood has a convenient location with walking access to many services. A mix of family homes, apartments and professional offices add to its vitality. With Kids Creek running through it and shaded hiking trails, this neighborhood enjoys the amenities of City living in a historic, natural setting.

### OLD TOWNE NEIGHBORHOOD

St. Francis Church served as the cornerstone from which evolved a neighborhood of pleasant mid-sized homes with differing individualized qualities. Although changes have occurred in the neighborhood, many of the original homes remain. The individual treatment of homes was expressed with fine wood carvings and other small details. Modesty in treatment and size notwithstanding, this area warrants future preservation consideration.

### OAK PARK NEIGHBORHOOD

Once having the Oak Park Elementary School as a focal point, this neighborhood was and still is truly reflective of family life within Traverse City. Welcoming porches and spacious yards are part of the charm found here. With impressive results, many of the homes, dating back to the 1800s, have been restored to beautiful residences reminiscent of olden days.

## STRUCTURES WITHIN THE OLD TOWNE, OAK PARK, SLABTOWN AND KIDS CREEK NEIGHBORHOODS



## MAP OF OTHER CITY HISTORIC LANDMARKS AND PROBABLE DISTRICTS BOUNDARIES



## OTHER PUBLIC AND PRIVATE STRUCTURES, STYLES AND LOCATIONS



625 Bay Street

ca 1947

Lay Park 301 S. Union Street (Historic Site)

ca 1926

Cass Street Bridge (Historic Structure)

ca 1930

205 Lake Avenue

ca 1890

311 Beth El Way  
Congregation Beth El

ca 1885

912 S Garfield Street  
Saint Michaels

ca 1955

821 Hastings Street

ca 1956

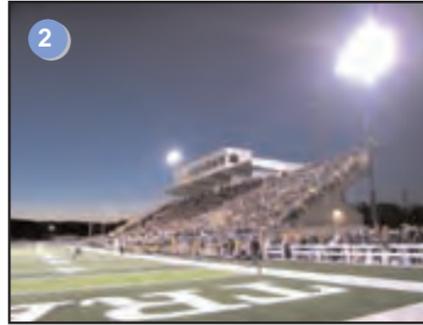
# Historic Resources Element

## OTHER PUBLIC AND PRIVATE STRUCTURES, STYLES AND LOCATIONS

Locations are located on the privies page map.



Hickory Hills, 2000 Randolph Street (Historic Site and Viewshed) ca 1950



Thirby Field, 343 W.Thirteenth Street (Historic Site) 1934



Central Grade School, 307 Seventh Street ca1921 and1937



History Center of Traverse City, 322 Sixth Street ca1904 and 1960



Hannah Park, 200 Sixth Street (Historic Site) ca 1902



J&S Hamburg, 302 W. Front Street ca 1938



Shipping Docks / Open Space (Historic Site) 106 W Grandview Parkway. ca1850



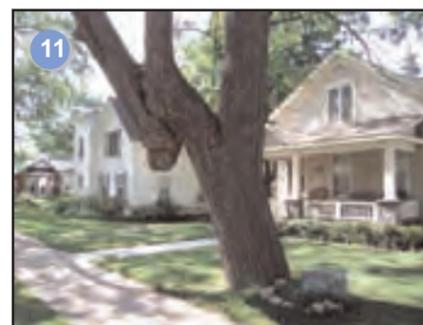
Con Foster 181 E Grandview Parkway. ca 1934



City's Water Pump Station, 429 E. Front Street ca 1962



Boardman School, 412 Webster Street ca 1914



Native American Tree, 427 Washington Street ca 1920



Old Oak Park Library, 873 Washington Street ca 1928

Key: City of Traverse City's, History Center of Traverse City,

4 For more Historical information on general or individual locations, and access over 13,000 photos. Contact (231) 995-0313 or on line at: <http://traversehistory.org/TraverseHistory/Home.html>

## CELEBRATING SUCCESS

These are but a few of the many examples of public and private renovations and respectively both private and public new builds that embody the spirit and intent of this element.

### PRESERVATION



A



B



C



a.



b.

### PRIVATE PRESERVATION

- A 400 Cass Street
- B 161 East Front Street
- C 826 West Front Street

### PUBLIC PRESERVATION

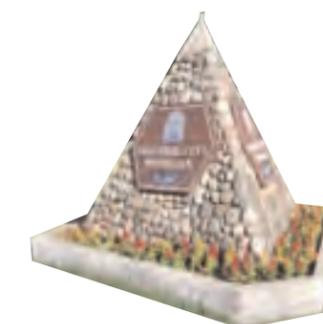
- a. 280 Washington Street
- b. Brick Streets Sixth Street Eighth Street

### PRIVATE NEW BUILDS

- A 101 North Park Street
- B 125 Park Street
- C 600 East Front Street

### PUBLIC NEW BUILDS

- a. 610 Woodmere Avenue
- b. 130 Hall Street
- c. 125 East Eight Street



Original State Hospital Sign ca1885

### NEW BUILDS



A



B



C



a.



b.



c.

# Natural Resources Element

The protection of Traverse City's natural resources--our Bay Front, the Boardman River, Boardman Lake, the wetlands, the parklands, rolling hills and viewsheds--are vital to our health, safety, welfare, economy and quality of life as a community. The Bay and other water sources provide for our drinking water, residential and commercial uses, fisheries, wildlife habitat and many recreational uses.

This document will prove most effective when the City:

- Views our natural resources as valuable community assets
- Includes discussion of natural resource elements within the Asset Management Committee and Capital Improvement Plan review.
- Plans and communicates across departments
- Works in collaboration with neighboring communities within the region
- Partners with area natural resource management organizations and State and Federal agencies to seek funding, reduce duplicative efforts and leverage local knowledge and expertise.
- Conducts an extensive natural features inventory (NFI), including flora, fauna, soil types, air quality, and water quality, to establish baseline criteria. After the completion of a NFI, specific priorities, goals and standards can be developed.

## **Protect surface and ground water quality, wetlands and shoreline zones.**

### **Objective 1: Reduce nutrients and sediments entering all waters bodies.**

- Educate City residents about the impacts from the misuse of outdoor fertilizers on water quality.
- Conduct water quality testing, identify water quality problems, prioritize remediation, and implement water quality treatments for stormwater outfalls into Grand Traverse Bay, Boardman Lake, Boardman River and Kids Creek.
- Inventory erosion sites and develop specific sediment reduction goals for the human-caused erosion on Grand Traverse Bay, Boardman Lake, Boardman River, and Kids Creek.
- Continue to monitor for illicit drain connections.

### **Objective 2: Manage stormwater quality and quantity on site.**

- Design and implement a stormwater management program to ensure that new development or redevelopment projects use industry-accepted standards for better environmental and health performance to improve the water quality of stormwater before it leaves the site and to reduce the need for hard infrastructure.

- Review impervious cover standards by each neighborhood type for lot coverage and parking lot size to reduce stormwater runoff and protect water quality.
- Review the “Site Plan and Site Development Standards” ordinance to ensure that sufficient information about stormwater management, protection of vegetated buffers, trees, other natural features, and natural drainage patterns are provided in the site plan review process.

**Objective 3: Work with private landowners to protect and restore natural vegetation around all water bodies, including rivers, streams, lakes, and wetlands.**

- Educate residents and property owners about the importance of riparian areas to water quality protection, erosion control, and wildlife habitat conservation.
- Encourage and incentivize the establishment of natural vegetation buffers on all sites adjacent to water bodies and wetlands to increase nutrient filtering, erosion control, wildlife habitat and property values.
- Identify and prioritize shorelines that need vegetated buffers.
- Codify the existing stormwater control ordinance guidelines protecting vegetated buffers starting above the ordinary high water mark of any wetland, lake or stream.
- Based on the NFI, set a standard for maintaining and possibly increasing wetlands.
- Require new buildings to be set back from the shoreline and the use of vegetative buffers where possible, rather than engineered walls and stone revetments.
- Based on the NFI, set a standard for limiting and/or mitigating hardened shoreline on Boardman Lake, Boardman River, Kids Creek and Grand Traverse Bay.

**Objective 4: Manage the City’s public lands, right-of-ways, and facilities to protect water quality.**

- Limit the use of outdoor fertilizers on City properties to only those properties where soil testing indicates a need for additional nutrients.
- Maintain excellent wastewater treatment control measures.
- Regularly review street cleaning and salt/sand application procedures for best management practices to protect water quality.
- Protect existing naturalized shorelines on surface water bodies and wetlands with a vegetative buffer or other low impact development practices above the ordinary highwater to limit erosion, trap nutrients, and provide fish and wildlife habitat and identify additional shoreline areas that could be naturalized.
- Incorporate green infrastructure approaches into street, sidewalk, path, and other city projects where possible to improve water quality before stormwater enters the stormwater system.
- Identify environmentally sensitive areas on City properties and protect them as natural preserves or for passive recreation.

**Objective 5: Protect the City's water resources from other threats to water quality.**

- Monitor identified sites where toxins, pathogens, and thermal impacts have been found above accepted water quality standards and work with all interested parties to implement remediation when standards are exceeded.
- Protect groundwater quality and surface waters from toxic contamination, pathogens, and thermal impacts including the potential impacts of underground injection wells.
- Implement measures to ensure that all public swimming areas meet or surpass health standards for *E.coli*.
- Develop and implement programs to stop Great Lakes aquatic invasive species from being introduced to the City's water bodies, including adoption of boat washing ordinances and installation of boat washing facilities at City boat launches.
- Educate institutions, businesses and residents on the proper way to dispose of pharmaceutical byproducts through public education and pharmaceutical drop off programs.
- Track the remediation of leaking underground storage tanks within the City limits.

**Objective 6: Exemplify sustainable water use.**

- Review the need for and scheduling of irrigation on City properties.
- Adopt practices and policies to conserve water resources to become a model of water conservation for the Grand Traverse region.

**Protect Natural Landforms and Topography**

**Objective 1: Protect land forms and topography**

- Review restrictions on development of sites with slopes of greater than twenty percent.
- Encourage clustering of residential units.
- Encourage the design of buildings that fit into sloping sites to minimize alteration of the topography and natural vegetation.
- Adopt an ordinance to require non-regulated floodplain capacity lost due to proposed development design to be replaced with storage capacity elsewhere.

**Objective 2: Develop infrastructure standards that protect topography and preserve viewsheds.**

- Avoid loss of scenic natural resources.
- Design roads, driveways, and sidewalks to minimize excessive cutting and filling.
- Minimize driveway surface area and encourage common driveways.
- Route utilities away from terrain that requires excessive cutting and filling.

## **Protect and Enhance Indigenous Biological Diversity**

### **Objective 1: Protect and/or improve ecosystem services and biological diversity.**

- Encourage the protection, restoration, creation, and management of native wetlands.
- Prioritize protection and restoration of natural drainage patterns in review of projects.
- Identify fish habitat areas and implement restoration and protection measures for those areas.
- Adopt a “no net loss” tree policy on City properties.
- Develop a strategic plan for invasive species education, prevention, and mitigation that includes eliminating the presence and use of High Priority Non-Invasive Species on City properties.
- Plant non-invasive canopy trees in City easements to filter rainfall, slow traffic, reduce light trespass and provide neighborhood landscaping.

### **Objective 2: Partner with other organizations to protect, maintain, and manage natural areas and open spaces on both public and private lands.**

- Adopt a management plan for City parklands and natural areas that protects and improves the diversity, quality, and integrity of terrestrial and aquatic ecosystems.
- Assist regional efforts to connect, consolidate and increase public holdings and the protection of unfragmented habitat.
- Coordinate and support biodiversity protection measures with regional and neighboring communities.
- Update City Forestry Plan once a Natural Features Inventory is completed.

## **Protect local and regional human and ecosystem health by meeting or exceeding the National Ambient Air Quality Standards in the Grand Traverse Bay Region.**

### **Objective 1: Recognize our responsibility for Climate Change and take rectifying action.**

- Continue to work on a formal local action plan for reducing greenhouse gas emissions with specific goals and timelines consistent with the US Mayors’ Climate Protection agreement adopted by the City Commission in 2007 and seek funds for implementation.

### **Objective 2: Establish criteria for local air pollutants.**

- Implement a baseline air quality study of the region including the 6 criteria air pollutants as determined by the EPA
- Create an action plan to address the results of the baseline air study.

- Work with area energy providers to create an energy plan that balances our demand for electricity with a supply of energy sources that have the lowest possible net-use of fossil-based carbon fuels.

## **Protect Human Habitat**

### **Objective 1: Preserve the night sky by limiting outdoor lighting that is misdirected, excessive or unnecessary while permitting reasonable uses of outdoor lighting for safety, security and enjoyment.**

- Set maximum illumination levels and lighting hours for each neighborhood type and recreational areas based on best scientific practices.
- Review and establish height and shield lighting standards by neighborhood types.
- Require site lighting plans for new construction.
- Set lighting curfews for commercial businesses during closed hours.
- Set standards to limit hours and minimize the use of electric signage.
- Encourage use of motion detector lights to encourage conservation and provide safety and security when necessary.
- Educate the public on appropriate and safe levels of lighting.
- Work to shield high intensity municipal lights to eliminate light trespass.
- Allow for provisions for holiday lighting and special events.

### **Objective 2: Reduce the impact of excessive noise on our living environment**

- Set noise levels based on best scientific practices by neighborhood types.
- Educate citizens on current noise ordinance.

### **Objective 3: Reduce the amount of visual pollution within Traverse City**

- Work in conjunction with utility providers to place utilities underground with a focus on areas of high density when feasible.
- Work to reduce and limit signage in major corridors.

Approved by the City Commission on September 6, 2011

# **MASTER PLAN PARKS AND RECREATION ELEMENTS**

## **Introduction**

In setting our goals we have to make a commitment to maintain and expand our parks and recreational areas to serve a growing and active population. Our parks not only impact the quality of life for our citizens, they play an important role in attracting visitors to our city and add significantly to our economy.

## **Goals and Objectives**

### **Goal 1: Design and protect the bay as a recreational resource for residents and tourists.**

Design and implement our Traverse City Bayfront 2010 plan as means to care for our public waterfront primarily as an urban recreational resource for use by all, with care and attention given for preserving and enhancing the natural and environmental qualities.

#### Objectives:

- Prioritize phases of the Traverse City Bayfront 2010, plan.
- Work on short term improvements that tie in with future revitalization plans
- Utilize Leadership in Energy and Environmental Design (LEED) and green building standards on site and building solutions when feasible.

### **Goal 2: Develop the Boardman Lake and River as natural resources**

- Promote water related use of Boardman Lake and River, such as the Traverse Area Community Sailing program and craft rentals on both the lake and the river.
- Explore the possibility of establishing a recreational area on the west side of Boardman Lake
- Support the establishment of public access points along the Boardman Lake and River

**Goal 3: Continue a strong, flexible recreational program affording a variety of recreational activities and experiences for a wide range of users.**

**Objectives:**

- Continue to support the location of a senior center on the bay.
- Continue to support the Grand Traverse Commission on Aging to provide recreational programs, education and assistance to seniors.
- Support revenue enhancing activities at Hickory Hills, to diversify winter sports and promote year round use.
- Encourage growth of passive and active recreational opportunities at the Grand Traverse Commons.
- Encourage the county owned civic center to remain in Traverse City.

**Goal 4: Incorporate the need for safe, attractive pedestrian access with private or public development while maintaining and developing additional pedestrian linkages.**

**Objectives:**

- Continue our commitment to extend, repair and replace sidewalks annually as part of our ongoing infrastructure upgrading program
- Plan for sidewalks leading to and where appropriate, within our parks
- Improve overall transportation choices that would also improve recreational access.
- Implement universal accessibility design principals as a design standard for all new facilities

**Goal 5: Encourage cooperative governmental relationships to establish an adequate and equitable method for financing development, operation, and maintenance of recreation facilities and programs.**

**Objectives:**

- Continue to work with the Traverse City- Garfield Recreational Authority to maintain and purchase key recreational lands within the two jurisdictions
- Seek financial support from adjacent units of government whose residents are significant users of Hickory Hills.

- Encourage regional support of the Heritage Center.

**Goal 6: Concentrate on upgrading and maintaining existing parks and facilities.**

**Objectives:**

- Develop consistent wayfinding signs to improve orientation, overall identity and name recognition of the City Parks.
- Repair and replace playground equipment, benches, tables and other installations as needed at parks and recreational areas featuring these amenities

**Goal 7: Develop new recreational facilities when supported by the residents, especially in park deficient areas and along waterfronts.**

**Objectives:**

- Continue the Boardman Lake Trail as a top priority for the city and seek grants for new recreational facilities.
- Pursue the possibility of a community park in the Traverse Heights neighborhood possibly on the school-owned land adjacent to Traverse Heights Elementary School.

**Goal 8: Maximize the use of existing facilities.**

**Objectives:**

- Develop a marketing plan that promotes the use of city parks and recreational programs.
- Recognize July as National Parks Month and celebrate by holding special events during the month.
- Use the high school tennis courts and the tennis courts at the senior center for city sponsored tennis and pickle ball lessons for city residents.

**Goal 9: Work with schools to make recreation facilities and programs part of the education system.**

**Objectives:**

- Work with Traverse City Area Public Schools (TCAPS) to enhance recreational facilities and programs as part of the education system.
- Continue to work with TCAPS, Grand Traverse County Recreation Department and other municipalities towards developing area-wide recreation plan.
- Support the Safe Routes to School Program.
- Support the use of Thirlby Field for year-round recreational uses.

## Public Utility Plan Element – Water

In concert with the Natural Resources Element, the protection of Traverse City’s natural resources, our Bay Front, the Boardman River, Boardman Lake, the wetlands, the parklands, rolling hills, and view sheds, are vital to our health, safety, welfare, economy and quality of life as a community. The Bay and other water sources provide for our drinking water, residential and commercial uses, fisheries, wildlife habitat and many recreational uses.

In addition, economic development, growth, and type of development will depend in great measure on the ability to treat and distribute clean water in the area. To that end, the general goals and objectives of the Water Plan Element are:

1. Water rates should encourage water usage consistent with local goals.
2. The treatment system should consist of state of the art technology.
3. An ongoing evaluation and assessment of the distribution system should be conducted.
4. A continued assessment of the Bulk Water Sale Agreements should be performed to monitor the demand for water from outside the City through the transmission system.
5. User rates should be sufficient to provide funds for operational costs and for maintaining infrastructure and its replacement. The City should make efforts through revisions to the Bulk Water Sale Agreements to insure that market rates reflect the total true cost of service.
6. Coordination amongst all City utilities should be insisted for all improvements.
7. Campus plans should include a hydraulic assessment of their impact on the water transmission and distribution system from the treatment plant.
8. Recognizing that the water utility has a regional impact, the City should be constantly coordinating with other governmental entities.

<b>Neighborhood Type</b>	<b>Distribution Capacity</b>	<b>Intensity</b>
<b>TC 1</b>	<b>Minimal</b>	<b>Very Low</b>
<b>TC 2</b>	<b>Small</b>	<b>Low</b>
<b>TC 3</b>	<b>Small</b>	<b>Low/Moderate</b>
<b>TC 4</b>	<b>Medium</b>	<b>Moderate/High</b>
<b>TC 5</b>	<b>Large</b>	<b>High</b>
<b>Campus</b>	<b>Small/Medium/Large</b>	<b>Low/Moderate/High</b>

## Public Utility Plan Element - Stormwater

In concert with the Natural Resources Element, the protection of Traverse City's natural resources, our Bay Front, the Boardman River, Boardman Lake, the wetlands, the parklands, rolling hills, and view sheds, are vital to our health, safety, welfare, economy and quality of life as a community. The Bay and other water sources provide for our drinking water, residential and commercial uses, fisheries, wildlife habitat and many recreational uses.

In addition, economic development, growth, and type of development will depend in great measure on the ability to contain and treat storm water in the area. To that end, the general goals and objectives of the Stormwater Plan Element are:

1. Water quality is of more importance than the quantity of water being treated.
2. Coordinate with the Natural Resources Plan Element.
3. Manage stormwater to reduce deleterious impact on the bay and other bodies of water.
4. Conform to Best Management Practices for removal of sediment and other contaminants from stormwater released into natural water courses.
5. Strive to contain/retain water on site both to reduce loads on stormwater infrastructure and to allow sediments to settle out before the water is released.
6. Monitor the stormwater and sanitary sewer systems for illicit connections and maintain their separation.
7. Identify a dedicated and sustainable funding mechanism for the operation and maintenance and capital improvement of the stormwater system.
8. Require that a Stormwater runoff ordinance be maintained.
9. Encourage use of the City's tree canopy and street sweeping efforts where practicable to assist in natural cleaning of stormwater.
10. Campus Plans shall include a plan for stormwater management and provide for the continued repair and maintenance of that system.

<b>Neighborhood Type</b>	<b>Level of Treatment</b>	<b>Design</b>
<b>TC 1</b>	Onsite	Low Impact
<b>TC 2</b>	Onsite	Low Impact
<b>TC 3</b>	Onsite/Tie into System	Medium Impact
<b>TC 4</b>	Onsite/Tie into System	Moderate/High Impact
<b>TC 5</b>	Tie into System	Very High Impact
<b>Campus</b>	Onsite/Tie into System	Low/Medium/High Impact

## Public Utility Plan Element - Sanitary Sewer

In concert with the Natural Resources Element, the protection of Traverse City’s natural resources, our Bay Front, the Boardman River, Boardman Lake, the wetlands, the parklands, rolling hills, and view sheds, are vital to our health, safety, welfare, economy and quality of life as a community. The Bay and other water sources provide for our drinking water, residential and commercial uses, fisheries, wildlife habitat and many recreational uses.

In addition, economic development, growth, and type of development will depend in great measure on the ability to treat waste water in the area. To that end, the general goals and objectives of the Sanitary Sewer Plan Element are:

1. The treatment system should consist of the most cost effective state of the art technology.
2. An ongoing evaluation and assessment of the collection system should be conducted.
3. A continued assessment of the Master Sewer Agreement should be performed to monitor the contribution of flow from outside the City into the collection system.
4. User rates should be sufficient to provide funds for operational costs and for maintaining infrastructure and its replacement. The City should make efforts through revisions to the Master Sewer Agreement to insure that market rates reflect the total true cost of service.
5. Coordination amongst all City utilities should be insisted for all improvements.
6. Campus plans should include a hydraulic assessment of their impact on the wastewater collection system to the treatment plant.
7. Recognizing that the sanitary sewer utility has a regional impact, the City should be constantly coordinating with other governmental entities.

Neighborhood Type	Collection Capacity	Intensity
TC 1	Minimal	Very Low
TC 2	Small	Low
TC 3	Small	Low/Moderate
TC 4	Medium	Moderate/High
TC 5	Large	High
Campus	Small/Medium/Large	Low/Moderate/High

## Public Utility Plan Element – Electric

In concert with the Natural Resources Element, the protection of Traverse City’s natural resources, our Bay Front, the Boardman River, Boardman Lake, the wetlands, the parklands, rolling hills, and view sheds, are vital to our health, safety, welfare, economy and quality of life as a community. The function of our water, sanitary sewer, and storm water utilities are critical in accomplishing the above stated goal and these utilities can not function properly without a dependable and reliable source of electricity.

In addition, economic development, growth, and type of development will depend in great measure on the ability to provide reliable and inexpensive electricity. To that end, the general goals and objectives of the Electric Plan Element are:

1. Ensure employee and public safety.
2. The electric system should continue its upgrades with state of the art technology as deemed appropriate by staff.
3. An ongoing evaluation and assessment of the distribution and transmission systems should be conducted.
4. In order to maintain reliability, a system with redundancy is encouraged.
5. Sufficient local generation including distributive generation should be pursued commensurate with local support for such projects.
6. Coordination amongst all City utilities should be insisted for all infrastructure improvements.
7. Campus plans should include an assessment of electric requirements.
8. User rates should be kept as low as possible.
9. A balance between aesthetics and cost efficiency should be considered in determining the benefit of a capital project to the system as a whole.
10. Encourage energy conservation and educate customers to utilize electricity more efficiently.
11. Provide for proper disaster planning.
12. Any growth in the utility’s service territory should benefit the City residents and businesses.

Neighborhood Type	Distribution Capacity	Intensity
TC 1	Minimal	Very Low
TC 2	Small	Low
TC 3	Small	Low/Moderate
TC 4	Medium	Moderate/High
TC 5	Large	High
Campus	Small/Medium/Large	Low/Moderate/High

## Transportation Element

### INTRODUCTION

Transportation choices are crucial to the economic, social, and environmental vitality of our community and neighborhoods. Traverse City will design and maintain its transportation networks and public rights-of-way to maintain safe, convenient, inviting and efficient conditions for all who use them to improve the quality of life for its residents and visitors alike. Being cognizant of the importance of placemaking when planning, constructing and maintaining our streets, the Urban Design Element must be consulted when considering transportation investments. To provide safe and efficient access to people and goods, all modes of travel and how these modes connect to one another need to be evaluated. In making evaluations of streets, bridges, public transit, bicycle facilities, pedestrian ways, freight facilities and routes, ports and railroads, all legal users of the public rights-of way need to be considered. In addition, transportation projects need to reflect and contribute to the character of the neighborhood they traverse.

To accomplish this, Traverse City will:

### STREET FORM AND FUNCTION

- Provide well-planned connections within and throughout the transportation network improving the efficient distribution of travel throughout the network and promoting reduced motorized vehicular trips and lengths. Identify a framework of major streets providing connectivity throughout the City and region with a focus on the access to goods, services, and people. Routinely promote the use of alternatives to the single occupancy vehicle in both trip planning and cost related comparisons to the general public.
  - Objectives:
    - Use design elements to increase mobility and decrease speed (i.e. Front Street downtown)
    - Fewer emissions (fumes, noise, road pollution, etc.)
    - Fewer single-occupancy motor vehicle miles traveled
    - Increased accessibility and use of mass transit, carpools, and non-motorized modes of transportation
    - Achieve appropriate operating characteristics (i.e. traffic volume, speed, types of vehicles) for all streets

### CONNECTIVITY AND VEHICLE HIERARCHY

- All components of the City's transportation system and its inter-connectivity will be designed and maintained to provide safe, convenient, inviting and efficient movement of people and goods in a manner that is appropriate to the context of the community and neighborhood through which it passes. The City shall consider all legal users of the public rights-of-way in its designs. When planning and designing new or reconstructed streets the City will give consideration to the following: (1) public safety, (2) pedestrians, (3) public transit users, (4) bicyclists, (5) commercial vehicles, (6) car-pooling vehicles, and (7) single occupancy vehicles.
  - Objectives:
    - Redesign street rights-of-way to reflect the planned character and context of the neighborhood type.
    - Increased use on "framework" streets through designation of a well-connected commercial network. Framework streets serve as regular emergency routes.
    - More efficient distribution of all types of trips
    - Increased use of non-motorized transportation options

- Develop and refine traffic calming policies and implementation schedules
- Support regional transportation planning efforts

#### ACTIVE TRANSPORTATION

- Develop an active transportation network providing safe, convenient, inviting and efficient infrastructure serving people of all abilities, on bicycles or on foot both within the City and throughout the region focusing on expanding active transportation as a viable transportation option.
  - Objectives:
    - Improve and expand the active transportation network including bicycle lanes, sidewalks, crosswalks, multi-use trails, etc.
    - Focus investment for infrastructure around activity centers. Major nodes shall be represented by activity centers such as significant job hubs, major shopping destinations, primary medical facilities, leisure activity facilities, schools, park and ride lots, major residential developments, other static and intermittent major traffic generators, etc.
    - Expansion of maintenance activities focused on four season use of active transportation elements
    - Reduction in street maintenance costs

#### PUBLIC TRANSIT

- Develop and promote reliable, efficient fixed-route transit services connecting major nodes within the City and throughout the region.
  - Objectives:
    - Increase transit ridership
    - Cooperation and promotion by major employers, retailers, schools, and tourism vendors for the use of mass transit by employees, residents and visitors
    - Strategically locate park-and-ride facilities
    - Timely routes that are convenient and direct
    - Installation of facilities for public transit patrons (all-season bus shelters, route signs at bus shelters depicting services, bicycle racks on buses, reduced headway times, frequency of buses, etc.)
    - Support regional collaboration

#### COMMERCIAL AND FREIGHT TRANSPORTATION

- The City will promote and facilitate high occupancy regional transportation systems including water, air, rail, and private bus and taxi services. It shall be the policy of the City to connect the inter-regional and regional transportation modes to the existing and planned services provided to meet the goals and strategies of this plan. The plan supports enhanced mobility that is beneficial to community livability and the businesses that are directly served.
  - Objectives:
    - Support regional transportation planning efforts
    - Support and provide input on strategic policies for air transportation that recognizes the economic impact of the Cherry Capital Airport to the local economy. Support the location of the airport within the city limits and the integration of air transportation with multi-modal transportation options.
    - Develop strategic plan for the integration and support of rail and water transport including employees, passengers, and goods. This plan will outline specific cooperative support for the integration of local mass transit, taxi, commercial, and shuttle support for employees, passengers and goods arriving and departing rail and water transport facilities.

## PARKING

- The City will maintain a comprehensive parking policy that determines decisions on the placement, regulation, and investment in parking.
  - Objectives:
    - Adopt a comprehensive parking strategy
    - Reduce land dedicated to the use and investment of parking associated with private uses
    - Increase use of mass transit and active transportation options
    - Increase siting and number of bicycle parking
    - Increase ratio of commercial space to public surface parking

*Approved by the City Commission on November 21, 2011*

## Urban Design Element TC-2



### INTRODUCTION

The TC-2&3 residential neighborhoods contain a diverse mix of housing types and uses: single and multi-family dwellings; business offices; home occupations; public spaces; recreational opportunities; and retail establishments that meet the daily needs of residents. The goal is to strengthen existing neighborhoods and ensure that housing is accessible to residents of all age and income levels. It is envisioned that new dwellings will be built within existing neighborhoods to increase density and accommodate expected population growth within the city.



### BUILDING PLACEMENT

- Varies based on topography.
- Deeper setbacks.
- Attached garages usually located to the side of home or recessed from the front of home.
- Variations in setbacks to celebrate open spaces and long distance views.

### BUILDING SCALE

- Large lots.
- Similar proportions, scale and roof lines.
- Larger multi-family dwellings have massing and articulation in proportion with existing structures on the same block.



### BUILDING ORIENTATION

- Varies based on topography and views of open space.
- Wide side of house typically faces the street.

### STREETS, PARKING AND LANDSCAPING

- Typically streets without sidewalks and curbs.
- Streets tend to follow the topography and often meander.
- Traffic is channeled to arterial or collector streets.
- Deep driveways provide additional parking.
- Parking lots for institutional or multi-family uses should be screened from adjacent properties and public rights-of-way.
- Retain existing natural features and vegetation, especially along ridge-lines and street corridors.
- Open lands used as buffers to contrasting land uses.

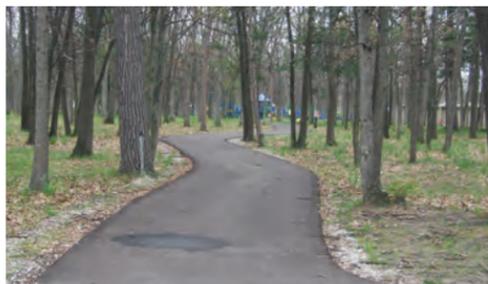


### CONNECTIVITY

- Pathways mainly for recreation.
- Fewer intersections.
- Pedestrians sharing the street with vehicles.
- Links to regional trail systems.

### PUBLIC SPACES

- Neighborhood schools and places of worship.
- Neighborhood parks.



## Urban Design Element TC-3

### BUILDING PLACEMENT

- Dwellings vary in size and type.
- Residential buildings are located close to the street and often incorporating front porches.
- Established build to lines for formal order.

### BUILDING SCALE

- Compact lots.
- Mostly two story houses.
- Similar proportions, scale and roof lines.
- Commercial buildings and large multiple family dwellings shall have massing and articulation in proportion with existing structures on the block.

### BUILDING ORIENTATION

- Typically parallels the street.
- Front doors and porches face the street.
- Garages front the alley.
- Narrow part of home faces the street.

### STREETS, PARKING AND LANDSCAPING

- Curbed streets with tree lawns and sidewalks.
- Streets connected through a complete urban grid system.
- Narrow streets, short blocks tight curb radii to promote pedestrian friendly streets.
- Service alleys provide access to rear yard parking areas and to garages.
- Bus stops located on neighborhood streets.
- Pedestrian scale lighting primarily for sidewalks and street intersections.
- On street parking permitted to reduce the need for driveways and parking lots.
- Streets are well defined with uniform tree lawns and formal rows of shade trees.

### CONNECTIVITY

- Sidewalk network and strong pedestrian orientation.
- Generally a grid pattern of interconnecting streets.
- Links to regional trail systems.

### PUBLIC SPACES

- Neighborhood schools and places of worship.
- Neighborhood parks.



## Urban Design Element TC-4



### INTRODUCTION

The TC-4 neighborhood is the least formally developed of the two commercially focused neighborhoods. It is envisioned this neighborhood type will provide the nucleus for new development. In some cases these areas are underdeveloped, or could be redeveloped in a more efficient manner to accommodate additional shops and services. The addition of residential units is encouraged. Expansion within existing neighborhoods is looked upon more favorably than developing isolated commercial sites. New buildings should not be compelled to mimic their historic predecessors, but should pay attention to local practices regarding roof pitches, eave lengths, window-to-wall ratios, and the socially significant relationship of buildings to their site and street.



### BUILDING PLACEMENT

- Locate buildings so as to frame the street and screen parking.
- Deeper setbacks on heavily traveled streets where right-of-way is limited.
- Encourage infill development that anchor and define corners at intersections.

### BUILDING SCALE

- Multi-stories.
- Step down the height of new development adjacent to TC-2 and TC-3 Neighborhoods.
- Allow for greater height and density for new development in TC-2 and TC-3 Neighborhoods when adjacent to TC-4 Neighborhoods.
- Primary facades should be in proportion with the building types recommended for the block or in the neighborhood.
- Divide long facades into smaller increments.



### BUILDING ARTICULATION

- Encourage windows, main entrances or street level activities for the first story street wall facing any public street.
- Place building mechanical and/or support functions away from the primary frontage or street.
- Buildings should be sited to encourage outdoor pedestrian gathering.
- Require minimum building widths to occupy a high percentage of the property width at the street.



### APPROPRIATE RESIDENTIAL BUILDING TYPES

- **COMMERCIAL LOFTS** consisting of a commercial ground floor topped by one or more stories of dwellings.

## Urban Design Element TC-4

- **APARTMENT HOUSES** consisting of buildings located along streets rather and integrated with commercial structures.
- **LIVE/WORK BUILDINGS** consisting of a single family dwelling containing a formal work place.
- **ROW HOUSES** consisting of narrow party-wall houses facing the street.

### STREETS AND PARKING

- Bike lanes preferred unless near streets can provide superior access.
- Sidewalks along heavily traveled streets.
- On-street parking where feasible.
- Long blocks will have mid-block crossings to enhance pedestrian connectivity.
- Landscaped medians where possible.
- Locate parking to the rear or side of the principle building(s).
- Parking access from alley or service street if available.
- Limit/consolidate driveways and interconnected with adjacent lots.
- Encourage shared parking.
- Reduce off-street parking requirements in areas served by transit or bike routes and have strong pedestrian links to neighborhoods.
- Screen parking areas if exposed to public streets or residential areas.
- Incorporate canopy trees on street edges and hardscapes that promote an attractive walking environment.

### CONNECTIVITY

- Provide sidewalks along streets and construct crosswalks to be highly visible.
- Provide curb side bus stops along transit routes.
- Connect sidewalks to adjacent residential neighborhoods.
- Provide clear and identifiable pedestrian connections from streets to front doors of buildings.

### MATERIALS

- Sustainable
- Durable building products that age gracefully over time.

### PUBLIC SPACES

- Incorporate civic spaces and squares that serve as activity focal points.
- Encourage streetscape improvements for walkability.



## Urban Design Element TC-5



### INTRODUCTION

The TC-5 neighborhood is, and is, envisioned to consist of a diverse mix of retail establishments, restaurants, residential housing and offices. This neighborhood type encourages buildings that support a wide mix of uses, and designed to add visual interest and street activity. The emphasis on pedestrian scale development is encouraged and it is important for buildings to maintain pedestrian interest along all sidewalks. A balance must be found that creates variety in the height and bulk of buildings, and satisfy other, equally valid needs (views and increased open space).



### BUILDING PLACEMENT

- Encourage buildings to locate near the public sidewalks to help frame the street.
- Minimal front yard setbacks with side party walls.
- Encourage buildings to be constructed on surface parking lots that have exposure to streets.
- Deeper setbacks on streets where posted speeds exceed 25 m.p.h.

### BUILDING SCALE

- 2-4 stories with taller buildings permitted through a Special Land Use Permit (single story buildings not allowed).
- Massing and articulation in proportion with existing structures on the block or intended neighborhood type.
- The upper floors of buildings taller than four stories should be recessed along public streets to keep the buildings in proportion with typical street rights-of-ways.
- Step down the height and massing of development adjacent to TC-2 and TC-3 Neighborhoods.
- Require new buildings to occupy most of the property width.



### BUILDING ARTICULATION

- Retail and office buildings should include large windows (with clear glass) and building details to add visual interest for pedestrians.
- Entrances, porches, balconies, decks and seating should be located to promote pedestrian use of the street edge.
- Main entrances should face the street.
- Primary facades should be in proportion with existing structures on the block or neighborhood.
- Divide long facades into smaller increments.



THE CITY OF TRAVERSE CITY MASTER

## Urban Design Element TC-5

### APPROPRIATE RESIDENTIAL BUILDING TYPES

- **COMMERCIAL LOFTS** consisting of a commercial ground floor topped by one or several more stories of dwellings.
- **APARTMENT HOUSES** consisting of buildings located along the street edge with an optional courtyard facing the street.
- **ROW HOUSES** with party-wall houses placed on narrow lots.

### STREETS AND PARKING

- Parking should be delivered in a manner that is the least obtrusive to the streetscapes and riverfront.
- Surface parking lots should be replaced with buildings and civic spaces as parking structures are constructed and transit service improves.
- Create lively street edges with interesting store fronts and attractive civic spaces.
- Cross walks should be clearly marked and spaced at frequent intervals along the street.
- Driveways that cross sidewalks should be limited to public parking areas.
- Over time, replace private parking with parking decks.
- Provide adequate bike parking and convenient bus stops.
- Tree lawns on streets where posted speeds exceed 25 m.p.h.

### CONNECTIVITY

- Encourage pedestrian travel by creating interesting street edges.
- Sidewalks should be maintained year round and furnished with benches, bike racks, drinking fountains, trees, public transit stops, public restrooms and trash receptacles.
- Encourage the use of street level windows, landscaping, arcades, plazas, decorative paving and lighting to enhance the environment for walking.

### MATERIALS

- Sustainable.
- Durable, requiring reconstruction or replacement only in the distance future.
- Age gracefully over time.
- Local to the degree practical.

### PUBLIC SPACES

- Incorporate civic spaces and squares a part of the mix-use development in prominent locations.
- Encourage streetscape improvements that create safe and attractive walking environment.



# Zoning Element

## Introduction

The intent of the Zoning Element of the City of Traverse City Master Plan 2009 (herein after referred to as 'the Master Plan') is to articulate a strategy for bringing the existing Zoning Ordinance into compliance with the City of Traverse City Master Plan. It addresses issues and concerns and sets the foundation for future zoning ordinance and zoning map modifications.



## HAME

The Master Plan has as a core principal the utilization of HAME – Hours, Auto, Mass and Emissions and uses these measures of intensity as a way to differentiate neighborhood types (TC-2, TC-3 etc.). The utilization and the development of a working HAME model was not addressed in the Master Plan document. Is HAME measured subjectively or objectively? Is it a number or a comparison to the existing conditions of a neighborhood type or neighborhood edge?

HAME will not be measured by a numerical benchmark, but instead includes those aspects of develop-

ment that can and should be regulated – hours, traffic volume, noise, and building mass – and as such should be 'the focus' of discussion and decision-making processes. The intent of HAME is to ensure that language used in land development discussions is centered on these intensities.

There are a variety of options for incorporating HAME into the planning review and approval process, with the understanding that HAME standards empower, but do not compel the use of rigid numerical measures in the planning process. A separate decision-making process based strictly on HAME measurements would not be effective or advisable at this time. Instead, intensities relative to hours, autos, mass, and emissions should be a part of the dialogue as we move into discussions on recommendations for consolidation of the Zoning Ordinance and the Master Plan, which includes the Future Land Use Map.

## Step Down

As stated in the Master Plan, higher intensity uses must step down in intensity at borders with less intense neighborhoods. It is recommended that corridor overlay districts be developed to address the issues associated with step down in intensities especially where TC-4 and TC-5 neighborhoods are next to TC-2 or TC-3 neighborhoods. These corridor overlay district plans must accommodate the neighborhood concerns and avoid the issue of 'down zoning'. This may require a step up in intensity at the neighborhood border with a higher intensity area and lowering of intensity at border by the more intense use. Corridor study initiatives currently underway may be the foundation for development of a comprehensive means to monitor and regulate development intensities at neighborhood borders. The City of Traverse City Planning Commission must develop an approach and process to deal with the interface areas where two different neighborhood types meet.

# Zoning Element

## Zoning Code Changes

In the following assessment of zoning districts in each neighborhood type, there are specific zoning districts that are substantially consistent with the Master Plan and some where, changes to the Zoning Ordinance are needed in order to bring the existing zoning regulations into compliance with the Master Plan.

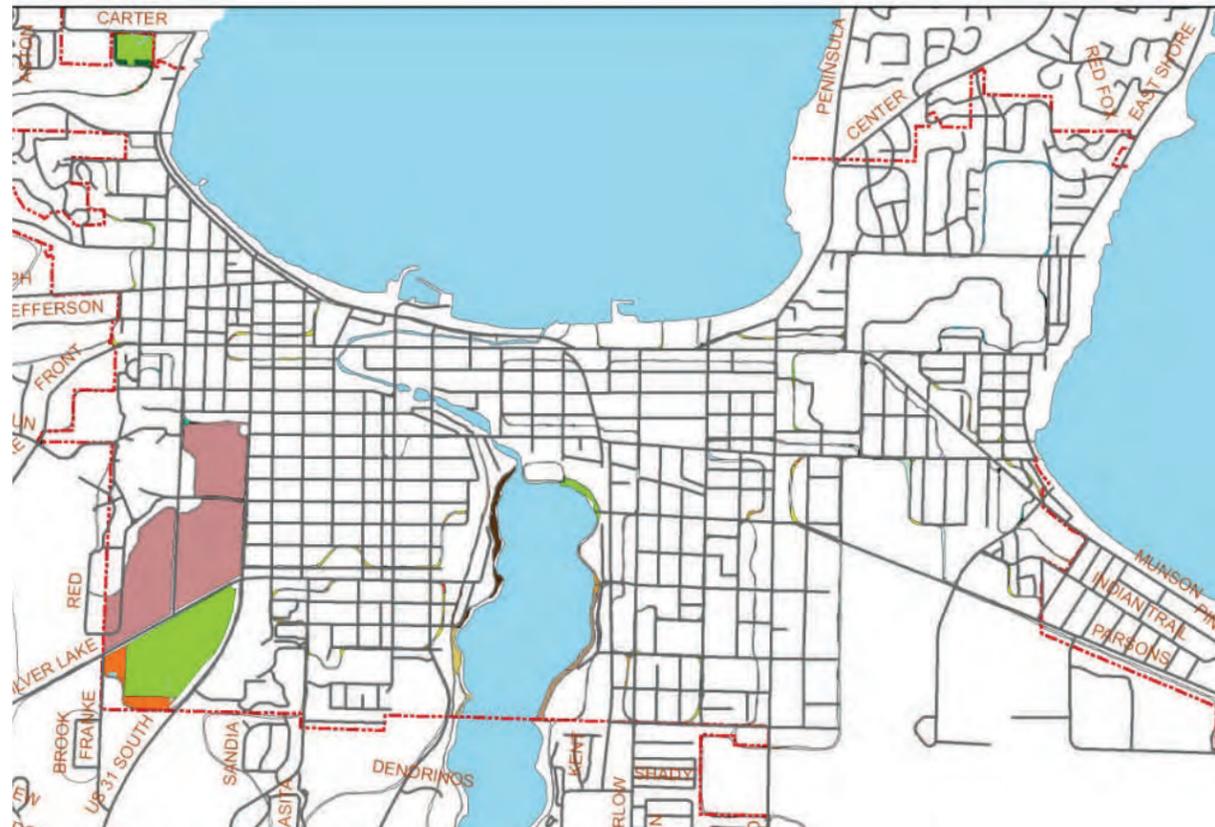
For each potential change to the Zoning Ordinance an indication is given as to whether this is a long term or short-term objective. It is considered a short-term objective if the change could be accomplished in 6 – 12 months and would probably not result in significant discussion or problems or this change is considered a high priority. More substantive issues that will likely warrant more lengthy public input processes and may be more contentious, or of lower priority, are identified as long term. The long-term issues are envisioned to require up to 3 years to accomplish. It should be noted that all of the changes are needed to bring the current Zoning Ordinance fully into compliance with the Master Plan and all of the Sub Plans.



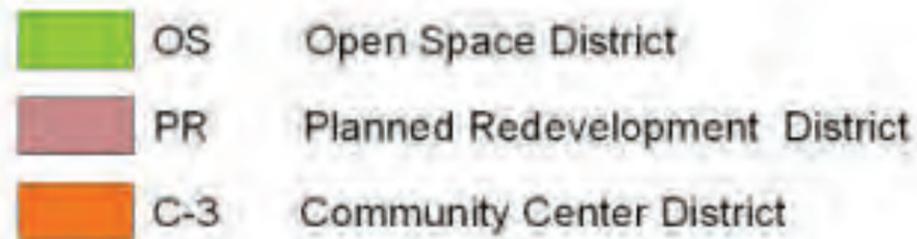
## Form Based Zoning

The recommendation for the City of Traverse City is: to develop a form-based zoning code in place of the existing use-based zoning code. The combination of form-based and smart code utilization could result in less confusion and more certainty in the zoning process. It could also shorten time to implement new development that is consistent with the zoning code. The development of a form-based zoning code will require considerable time and effort. It is recommended that initial attempts to develop a form-based code be limited to specific sub areas of the city. (Garland Street, Grand Traverse Commons, major corridors, etc.) The knowledge gained from these projects can serve as the basis for the development of a more comprehensive form-based zoning code for Traverse City.

## Zoning Element TC-1, Conservation Neighborhood



### ZONING DISTRICTS IN THE TC-1 NEIGHBORHOOD



## Zoning Element TC-1, Conservation Neighborhood

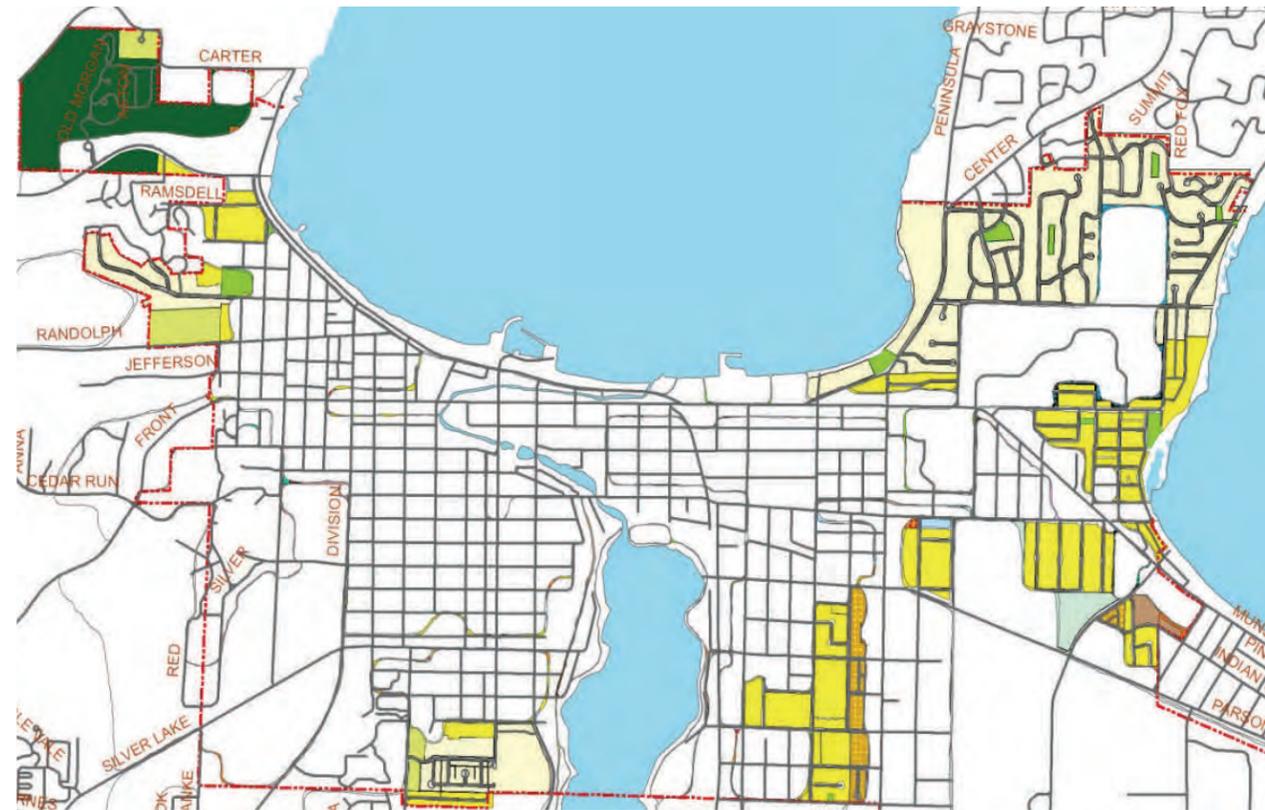
### ZONING DISTRICTS CONSISTENT WITH THE TC-1 NEIGHBORHOOD

- The area zoned PR District represents City Park Land and City of Traverse City and Charter Township Recreational Authority property and is governed by its own Master Plan and Zoning Code. The Grand Traverse Commons Master Plan designates this area as “Conservation and Recreation” and is consistent with the Core Principles of the TC-1 Neighborhood.
- The OS District adjacent to Carter Road is designated as a City Park and is identified in the City of Traverse City Recreation Plan as a “natural area” and is consistent with the Core Principles of the TC-1 Neighborhood.
- The OS District between Silver Lake Road and Division Street is a designated wetland and is consistent with the Core Principles of the TC-1 Neighborhood.

### POTENTIAL CHANGES TO ZONING

- The C-3 District at the south east corner of Franke Road and Silver Lake Road is a designated wetland and could be rezoned to OS District or the City could adopt a Wetland Ordinance. **Long term recommendation**
- The C-3 District located on the west side of Division Street at the southern City limits is a parking lot for a fast food restaurant and is adjacent to a TC-4 Neighborhood. The Future land Use Map should be amended to represent this area as TC-4 or it should be interpreted as a TC-4 neighborhood since it is at the transition point between two neighborhoods. **Long term recommendation**

# Zoning Element TC-2, Contemporary Neighborhood



## ZONING DISTRICTS IN THE TC-2 NEIGHBORHOOD

	OS	Open Space District
	RC	Residential Conservation District
	R-1a	Single Family Dwelling District
	R-1b	Single Family Dwelling District
	R-2	Two Family Dwelling District
	R-15	Multiple Family Dwelling District
	C-1	Office Service District
	R-1b / Mixed Use PUD - Morgan Farm Area	

# Zoning Element TC-2, Contemporary Neighborhood

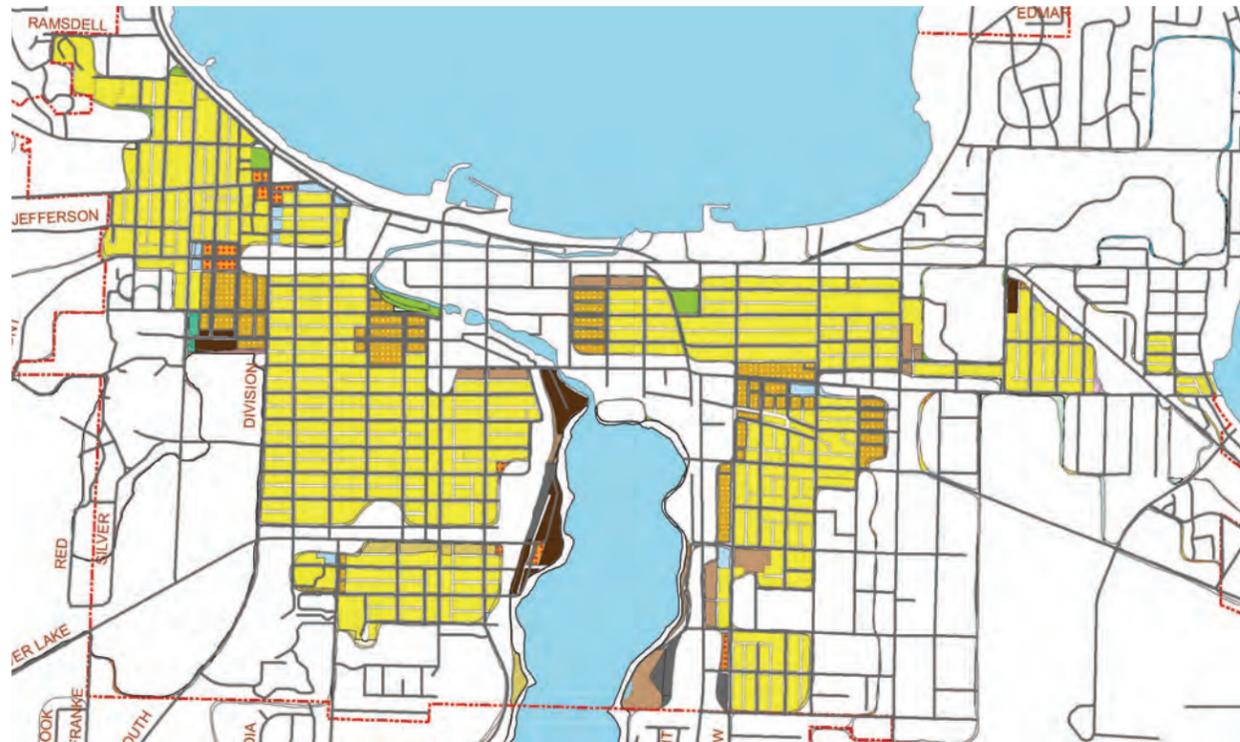
## ZONING DISTRICTS CONSISTENT WITH THE TC-2 NEIGHBORHOOD

- The RC Zoning District satisfies the core principles of the TC-2 Neighborhood and allows for a tool (clustered housing) to protect natural resources.
- R-1a Zoning District satisfies the core principles of the TC-2 Neighborhood.
- Most areas zoned R-1b in this neighborhood should not change. These areas typically have an informal infrastructure which includes uncurbed streets, no sidewalks or alley access. This will eliminate the creation of nonconforming lots due to lot widths, area and setbacks.
- The R-2 Zoning District in this neighborhood should not change. The location of these parcels is adjacent to the TC-4 Neighborhood and higher densities at these transition points satisfy the principles of the TC-2 Neighborhood.

## POTENTIAL CHANGES TO ZONING

- The R-15 Zoning District could be rezoned to R-9 (the lowest multiple family density in the Zoning Code). Low density multiple family dwellings located at the perimeters of the neighborhood is identified as one of the core principles in the TC-2 Neighborhood. *Long term recommendation*
- The C-1 location in this neighborhood is on a corridor of significance and should be developed as an overlay district or in conjunction with any future corridor studies or plans. *Short term recommendation*
- The underlying Zoning for the R-1b/MU District should be changed to R-1a. *Long term recommendation*

# Zoning Element TC-3, Traditional Neighborhood



## ZONING DISTRICTS IN THE TC-3 NEIGHBORHOOD



# Zoning Element TC-3, Traditional Neighborhood

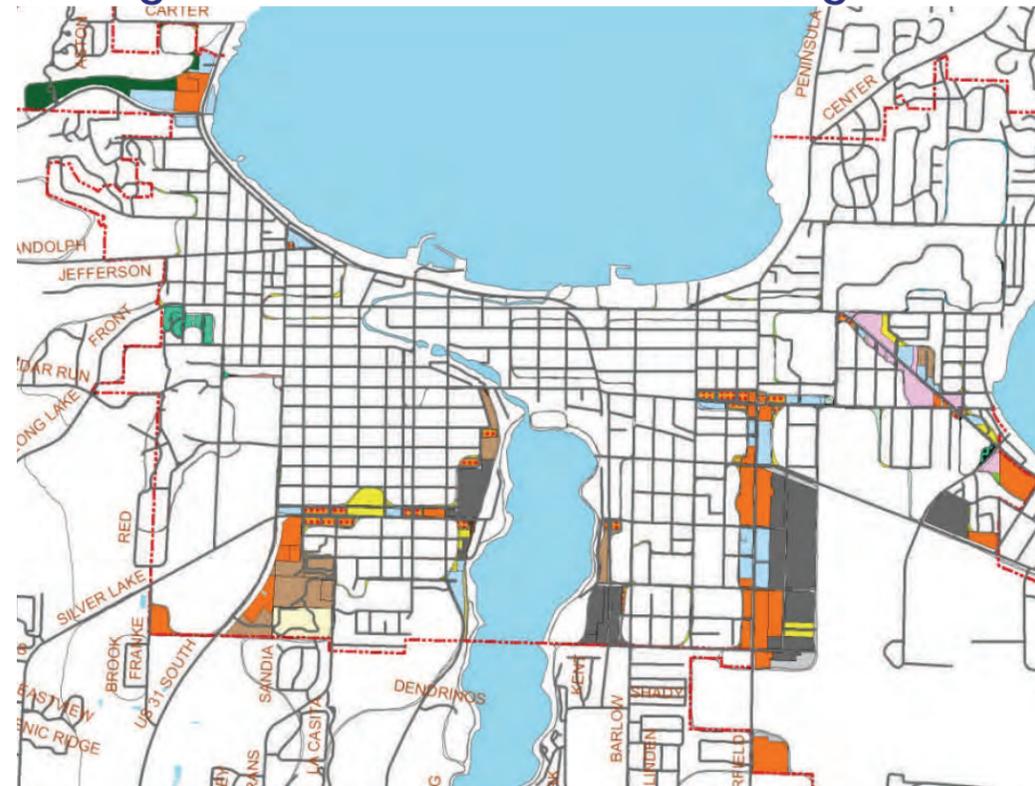
## ZONING DISTRICTS CONSISTENT WITH THE TC-3 NEIGHBORHOOD

- The OS District in the TC-3 Neighborhood represented neighborhood parks and is consistent with Core Principles of the TC-3 Neighborhood.
- The R-1b District is consistent with the Core Principles of the TC-3 Neighborhood.
- The TC-3 Neighborhood identifies moderate residential density with some multi-family dwellings. The R-2 District and the R-9 and R-15 District are consistent with this Core Principle.
- The R-29 District south of Eighth Street along Boardman River and Boardman Lake is adjacent to TC-4 and TC-5 Neighborhoods and the higher residential density is consistent with the intensity of these neighborhoods.
- The C-1 District and C-2 District allow for basic neighborhood services and is consistent with the Core Principles of the TC-3 Neighborhood.

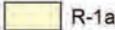
## POTENTIAL CHANGES TO ZONING

- The R-1b District should be modified to allow more opportunities for neighborhood services. **Short term recommendation**
- The R-29 District located on the north and south side of Seventh Street near Elmwood Avenue is predominately single and two family dwellings and should be rezoned to R-15 to reflect “moderate” residential density as identified in the Core Principles of the TC-3 Neighborhood. **Long term recommendation**
- C-1 District uses should be expanded to allow for more opportunities for neighborhood services (i.e. limited retail). **Short term recommendation**
- Recommend ordinance amendments in the R-1b District that would allow for accessory dwelling units (ADUs) as Special Land Use Permit. **Long term recommendation**
- Recommend ordinance amendments that would permit a cottage overlay district in the R-1b District. **Long term recommendation**
- The parcels zoned R-1b located on the south west side of North Division and Third Streets should be rezoned to C-1 to reflect the current land use and be a transition area between the TC-3 and TC-5 neighborhoods.

# Zoning Element TC-4, Corridor Neighborhood



**ZONING DISTRICTS IN THE TC-4 NEIGHBORHOOD**

 OS	Open Space District	 HR	Hotel Resort District
 R-1a	Single Family Dwelling District	 H-1	Hospital District
 R-1b	Single Family Dwelling District	 I	Industrial District
 R-15	Multiple Family Dwelling District		
 C-1	Office Service District		
 C-2	Neighborhood Center District		
 C-3	Community Center District		

## ZONING DISTRICTS CONSISTENT WITH THE TC-4 NEIGHBORHOOD

- The R-1b District along 14th Street represents a conforming athletic field with seasonal increases in intensity and is consistent with the core principles of the TC-4 Neighborhood.
- The R-15 District east of Lake Street is adjacent to a TC-3 neighborhood and the lower residential density adjacent to this traditional neighborhood meets the core principles of the TC-4 Neighborhood.
- C-2 District and the C-3 District are consistent with the core principles of the TC-4 Neighborhood.
- The R-1b/MU District along East Traverse Highway allows for C-2 District uses and these uses are consistent with the core principles of the TC-4 Neighborhood.

# Zoning Element TC-4, Corridor Neighborhood

## POTENTIAL CHANGES TO ZONING

- The R-1a District west of Veterans Drive at the southern City limits should be rezoned to R-29 District to reflect the current land use as well as meet the core principle of higher residential density in the TC-4 Neighborhood. *Long term recommendation*
- The R-1b District on Plainview Street should be rezoned to I District and include C-2 District uses similar to Woodmere Avenue Corridor. *Long term recommendation*
- The R-15 District west of Veterans Drive should be rezoned to R-29 District to reflect the current land use as well as meet the core principle of higher residential density in the TC-4 Neighborhood. *Long term recommendation*
- The R-15 District on the west side of Woodmere Avenue between Centre and Carver should be rezoned to C-2 District. The Woodmere corridor primarily includes I District uses (which includes C-2 uses) and C-2 District uses and this change would be consistent with the core principles of the TC-4 Neighborhood as well as eliminate existing nonconforming uses. *Long term recommendation*
- Garfield Avenue is a corridor of significance and should be developed as an overlay district or in conjunction with any future corridor studies. Unless an overlay district or future corridor study states differently, the C-1 District along Garfield Avenue should be rezoned to C-3 District. Regulations that reduce intensity levels at the boundaries of Conventional or Traditional neighborhoods should be developed (i.e. larger setback, limited hours of operation). *Long term recommendation*
- The C-1 Districts along Eighth Street, On the east side of Cass Street and the south side of East Sixteenth should be rezoned to C-2. *Long term recommendation*
- 14th Street is a corridor of significance and should be developed as an overlay district or in conjunction with any future corridor studies. Unless an overlay district or future corridor study states differently, the C-1 District along the north side of 14th Street should be rezoned to C-2 District to unify the zoning along this corridor. *Short term recommendation*
- Munson Avenue is a corridor that should be developed as an overlay district or in conjunction with any future corridor studies. Unless an overlay district or future corridor study states differently, the C-1 District along Munson Avenue should be rezoned to C-2 District to allow for more uses which is consistent with the core principles of the TC-4 Neighborhood. Additional uses should be added to the HR District, or eliminate the HR District, rezone to C-2 and incorporate those HR District uses that are not currently in the C-2 District. Regulations that reduce intensity levels at the boundaries of Conventional and Traditional neighborhoods should be developed (i.e. larger setback, limited hours of operation). *Short term recommendation*
- Larger buildings (offices, retail shops, restaurants and drinking places) in the HR District and the C-2 along arterial or collector streets should be allowed by an Administrative Special Land Use Permit or a City Commission Special Land Use Permit. *Long term recommendation*
- The C-1 District along East Traverse Highway and M-22 should be rezoned to C-3 with additional regulations that reduce intensity levels at the boundaries of Conventional and Traditional neighborhoods. Additional amendments that address vehicular access drives along this state highway should accompany any rezoning. *Long term recommendation*
- Additional uses that residents and employees would find useful on a regular basis should be added to the H-1 District uses. *Short term recommendation*

## Zoning Element TC-5, Downtown Neighborhood



### ZONING DISTRICTS IN THE TC-5 NEIGHBORHOOD

	OS	Open Space District		C-4b	Regional Center District
	R-15	Multiple Family Dwelling District		C-4c	Regional Center District
	R-29	Multiple Family Dwelling District		D-1	Development District
	C-1	Office Service District		D-2	Development District
	C-2	Neighborhood Center District		D-3	Development District
	C-3	Community Center District		GP	Government/ Public District
	C-4a	Regional Center District		I	Industrial District
				HR	Hotel Resort District

### ZONING DISTRICTS CONSISTENT WITH THE TC-5 NEIGHBORHOOD

- The OS District in the TC-5 Neighborhood represents city parks, recreational trails and the Farmers Market and is consistent with the core principles of the TC-5 Neighborhood.
- The GP District, C-2 District, C-4 Districts and the D Districts are consistent with the core principles of the TC-5 Neighborhood.
- The I District along Woodmere Avenue includes C-2 District uses and is consistent with the core principles of the TC-5 Neighborhood.

### POTENTIAL CHANGES TO ZONING

- The R-29 District on the south side of Washington Street between Cass Street and Boardman Avenue should be rezoned to C-4a District. The change will allow for higher intensities and more opportunities for mixed-use which is consistent with the core principles of the TC-5 Neighborhood. *Long term recommendation*

## Zoning Element TC-5, Downtown Neighborhood

- The R-15 District on the east side of Boardman Lake should be rezoned to R-29 to allow for higher residential density. *Long term recommendation*
- East Front Street from Railroad Avenue, east to Milliken Drive is a corridor of significance and should be developed as an overlay district or in conjunction with any future corridor studies. Additional regulations that reduce the intensity levels at the boundaries of Conventional and Traditional Neighborhoods should be developed. Unless an overlay district or future corridor study states differently, the C-1 District in this corridor should be rezoned to C-2. Additional uses should be added to the HR District in this corridor, or eliminate the HR District, rezone to C-2 District and incorporate those HR District uses that are not currently in the C-2 District. The R-15 District in this corridor should be rezoned to R-29. These changes will allow for additional uses and higher residential densities which is consistent with the core principles of the TC-5 Neighborhood. *Short term recommendation*
- The C-3 District uses should be modified to more adequately reflect the core principles of the TC-5 neighborhood (i.e. elimination auto oriented uses such as drive-throughs and car lots). *Long term recommendation*
- Larger building footprints in the HR and C-2 Districts along arterial and collector streets should be allowed by an Administrative Special Land Use Permit or a City Commission Special Land Use Permit. *Short term recommendation*
- Eighth Street from Boardman Avenue to Barlow Street is a corridor of significance and should be developed as an overlay district or in conjunction with any future corridor studies. Unless an overlay district or future corridor study states differently, the C-1 District along this corridor should be rezoned to C-2 to more closely reflect the core principles of the TC-5 Neighborhood. *Long term recommendation*
- Unless an overlay district or future corridor study states differently, the D-1 District north of Eighth Street to the alley right-of-way and to the Old Town Parking Deck Parcel should be rezoned to C-4a. *Long term recommendation*
- Unless an overlay district or future corridor study states differently, the D-1 District south of Lake Street, west of Cass Street, north of the alley right-of-way and the D-1 District north of Lake Street to the Boardman River and east of Cass Street should be rezoned to C-4b. *Long term recommendation*
- Unless an overlay district or future corridor study states differently, the D-1 District north of Lake Street and west of Cass Street should be rezoned to C-4c. *Long term recommendation*
- Unless an overlay district or future corridor study states differently, the D-1 District adjacent to Lay Park should be rezoned to C-4a. *Long term recommendation*
- The C-1 District south of Eighth Street and east of Union Street should be rezoned to C-2. *Long term recommendation*
- The D-3 District should be rezoned to C-4b once a public parking deck is constructed within 500 feet. *Long term recommendation*
- Amend Chapter 1374, Circulation and Parking to not require on site parking within 500 feet of a transit center. *Short term recommendation*

*Approved by the City Commission on 9/17/12*



**MINUTES**  
**TRAVERSE CITY PLANNING COMMISSION**  
**Regular Meeting**

**TUESDAY, May 3, 2016**  
**7:30 P.M.**  
**Commission Chambers**  
**Governmental Center, 2nd Floor**  
**400 Boardman Avenue**  
**Traverse City, Michigan 49684**

1. **CALL MEETING TO ORDER-** Vice-Chairperson Koebert 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 7:51 p.m.), Jim Tuller Jan Warren and Camille Weatherholt

**ABSENT:** Chairperson John Serratelli

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

3. **ANNOUNCEMENTS-** Mr. Soyring announced that the Planning Commission will not hold a study session on May 17, 2016. Instead, Planning Commissioners will be encouraged to attend the 8<sup>th</sup> Street Charrette meetings at the Park Place Dome on May 16 from 7-9 p.m., May 18 from 7-9 p.m. and May 20 from 4-7 p.m. The meetings will be posted as possible public meetings as there may be a quorum of Planning Commissioners present. For more information about the 8<sup>th</sup> Street Charrette, please visit the project page at [www.envision8th.org](http://www.envision8th.org)

Mr. Soyring further announced that the four scenarios presented as part of the West Boardman Lake District were distributed on Planning Commissioners desks and are on display outside the Commission Chambers for the public to review.

4. **APPROVAL OF MINUTES**
  - A. April 5, 2016 Regular Meeting minutes and April 20, 2016 Special Meeting minutes (Approval recommended)

Motion by Commissioner Howe, second by Commissioner Dow, to approve the April 5, 2016 Regular Meeting minutes and April 20, 2016 Special Meeting minutes.

Motion carried 7-0 (Commissioner Richardson and Chairperson Serratelli absent).

5. OLD BUSINESS- None.

6. NEW BUSINESS

A. Northwestern Michigan College Master Site and Facilities Plan (Presentation and Discussion)

Mr. Soyring explained that certain unique areas in our community are considered campus areas and are required to complete a Master Site Facilities Plan. A Master Site and Facilities Plan is required for current uses on all contiguous property owned by Northwestern Michigan College (NMC) and all anticipated uses within a minimum of the next five years. The procedure for reviewing the Master Site and Facilities Plan is in the Zoning Code Section 1366.08.

The presentation tonight is an introduction and presentation by NMC. At the next regular meeting, staff will complete a formal review and will provide a detailed staff report regarding Master Site and Facilities Plan.

John Dancer, Cornerstone Architects, presented on behalf of Northwestern Michigan College.

Commission discussion included comments related to pedestrian circulation on College Drive, and parking on Milliken Drive and East Front, and pedestrian connectivity through the property located on Milliken/East Front Street.

The following individuals addressed the Commission.

- Bill Twietmeyer, 300 East Bay Blvd, made general comments

No action was taken. The topic will be on the June 7, 2016 meeting for possible action.

B. Accessory Dwelling Unit (ADU) ordinance (Review and Discussion)

Mr. Soyring explained the memo dated April 19, 2016 regarding a summary of accessory dwelling units permitted in 2015 and 2016. He explained that there is currently a "waiting list" of approximately 7 tentatively reserved 2017 ADU permits. Mr. Soyring recommends no changes to the ordinance at this time due to the ordinance still being in its infancy.

Commissioner Richardson arrived at 7:51 p.m.

Commission discussion included that even though 20 permits have been issued only about 6 have achieved a certificate of occupancy. In addition, Mr. Soyring indicated that the City does not track if the units are actually rented. Anecdotally, Mr. Soyring mentioned that some of the permitted ADU's do not intend to rent the units out. In addition, possibly offering a different process for ADU's for family members was discussed. Discussion included not having enough data to evaluate the ordinance. Additionally, discussion regarding the idea of removing the limit of 10 per year as well of lessening some of the conditions related to ADU's. Discussion also included that there are concerns from the public regarding allowing increased density in single-family districts and the possible associated nuisances like parking and congestion.

The following individuals addressed the Commission.

- Todd Brown, 1763 Indian Woods Drive, made general comments
- Rick Buckhalter, 932 Kelley Street, made general comments

No action was taken. In April 2017, the Planning Commission will review the Accessory Dwelling Unit ordinance after it has been in place for 2 years.

## **7. CORRESPONDENCE**

- A. Community Development Update from Jean Derenzy dated April 15, 2016
- B. Climate Health Training handout

## **8. REPORTS**

- A. City Commission – Commissioner Howe reported.
- B. Board of Zoning Appeals – Commissioner Koebert reported
- C. Grand Traverse Commons Joint Planning Commission - Commissioner Warren reported.
- D. Arts Commission- Commissioner Warren reported.
- E. Planning Commission
  - 1. Master Plan Review Committee—Commissioner Dow reported.
  - 2. Parking Regulation Committee- Mr. Soyring reported.
- F. Planning Department—No report.
  - 1. Public Engagement Plan Committee- No report.
  - 2. Community Development/Economic Development- Mr. Soyring reported.
  - 3. Capital Improvement Program- Mrs. Luick reported.

## **9. PUBLIC COMMENT**

- Todd Brown, 1763 Indian Woods Drive, made comments regarding NMC's Master Site and Facilities plan

10. ADJOURNMENT

Vice-Chairperson Koebert adjourned the meeting at 8:47 p.m.

Date: June 7, 2016

Respectfully submitted,  
Janet Fleshman ps  
Janet Fleshman, Secretary

# Useful Community Development

Aspects Of  
Community  
Development:

**Beautification**

**Code Enforcement**

**Comm Dev  
Overview**

**Community  
Organizations**

**Crime Prevention**

**Deed Restrictions**

**Economic  
Development**

**Housing**

**Planning**

**Redevelopment**

**Sprawl**

**Sustainability**

**Zoning**

Visitors Say:

**Visitor Ideas,  
"Bests," Stories**

## Accessory Dwelling Units Add Housing, Reduce Cost

Accessory dwelling units consist of separate housing units within a single-family home, or in a separate detached structure on the same lot with the main residence.

Examples are cottages, carriage houses in historic neighborhoods, alley houses, mother-in-law quarters, casitas, a small rental unit within a single-family home, or above-the-garage apartments in either attached or detached garages.

In many cases, a second story, portion of the garage, basement, or great room with a wet bar could form the nucleus of a small apartment. In other places, giant backyards are quite conducive to constructing a small house in the rear of the main house, even with a somewhat private yard area.

Once in disfavor, accessory dwelling units, sometimes written as ADU's, now are touted as a solution to affordable housing, particularly in expensive housing markets.

Secondly, accessory dwelling units also may resolve the need for extra income for an older homeowner who no longer needs so much space. Real estate taxes in many areas of the country are burdensome to elderly homeowners, and sometimes to those who are a bit too young to qualify for state exemptions for seniors. Allowing an accessory unit brings in income that can be used to maintain the main dwelling and pay taxes and insurance.



## Visitor Questions Answered

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A third advantage may be that adult children, older parents, or in-laws or other relatives may be able to stay close to family, providing real social benefits. Even if not related, young adults or couples, as well as college students, may appreciate being able to live in a real neighborhood rather than an apartment complex or student housing.

Fourth, city planners like the addition of these smaller units because they can help to increase residential density, making certain shops, services, and transit more feasible economically.

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Despite these and other advantages, the tradition surrounding zoning is so strong that often the accessory dwelling units are not permitted at all, permitted only with a conditional use permit, or so tightly regulated that they become impractical for all but the most determined homeowner.

There is a small movement to reverse this trend. For example, in late 2009, Seattle approved an [ordinance allowing backyard cottages](#) in single family zoning districts throughout the city.

We hope and suspect that the recent popularity of the "tiny house" movement will expedite the acceptance of accessory dwelling units, although there is little evidence of that to date. The interest of some young people in simple living is a hopeful sign.

---

## Accessory Dwelling Units As A Boost To Economic Recovery

Although the movement to support the concept of modifying [zoning regulations](#) to allow accessory units in single-family districts has been gaining momentum since at least the late 1980s, the recent economic crisis in the U.S. gave the idea a boost.



The potential to create an ADU may enhance [housing affordability](#) for a financially struggling household and stave off short sales or even foreclosure. Equally desirable, such a policy may allow twenty-somethings and even those thirty-something couples that have had to move in with mom and dad to restore the natural order of things by re-establishing a separate household.

Permitting accessory units may be helpful in the comeback from the recession in one more respect. Large recently constructed homes that are no longer affordable to buyers facing stricter lending standards or practices may be more marketable if a prospective buyer can cover part of the mortgage through renting out the extra unit. This could prevent these starter mansions from lying vacant for years in overbuilt markets.

---

## Additional Income For Homeowners Supports Historic Preservation

Relaxing zoning regulations to allow accessory dwelling units under specified conditions and in well-considered geographic boundaries can also enhance the likelihood of restoration of a [local historic district](#). These projects are financially and logistically daunting, and a municipality can help make them more feasible if there is a prospect of an income stream to help support acquisition of the property.

In some older neighborhoods, [alleys](#), alley garages, and old carriage houses are quite helpful in devising unobtrusive ways to add an accessory dwelling unit without inconveniencing the homeowner in significant ways for months at a time. These arrangements also permit the tenant a greater measure of privacy as they enter and leave their abode.

---

## Other Benefits Of Loosening Zoning Regulations

Accommodating population growth and formation of new but small households through alley or carriage houses also has the advantage of supporting programs that discourage [sprawl](#) and promote compact development patterns. Where there are alleys, the addition of a small home in the rear of large yards is an especially easy proposition.

Accessory dwelling units benefit a municipality by keeping down the cost of extending utilities while still increasing population. Since household size has been declining steadily in the U.S., population growth within the existing footprint of the town will be very welcome in some situations.

Yet a third advantage is the additional safety that seniors may feel with someone else on the premises. Even a caregiver unit might result from a more lenient set of regulations.

## What Are The Barriers To More Guest Houses And Such?

Since granny flats offer such an array of advantages, you might rightfully ask why their construction is not more widespread. The answer probably lies in tradition, inertia, and general resistance to change. Many folks fiercely defend a strict one-family, one-lot policy, which is well entrenched in [zoning regulations](#) in the last 80 years.



However, the good news is that when the reasons are compelling enough, municipal zoning codes really can

change. This treatment is especially appropriate where both a large older population and a large younger population are willing and able to co-mingle.

Another winning recipe is a somewhat affluent (or once affluent) crowd in the same space where a number of service workers or college students need to be.

Let's install some safeguards, permit accessory housing through the zoning ordinance, and then launch a campaign to explain the advantages and build awareness among construction professionals of the potential in this market.

If you want to limit the right to add these units, here are some possible provisions that I've seen added successfully to the zoning ordinance:

1. Limit the number to one accessory dwelling per main dwelling lot.
2. Require site plan review and approval by the planning commission and/or city council if any new structures are built.
3. Require the building commissioner to review the actual capacity of each of the proposed accessory dwelling units to provide the basic activities of living: living, sleeping, eating, preparing food, and sanitation.
4. Allow the accessory dwelling units only on lots of a certain minimum square footage.
5. Limit the occupancy of the accessory unit, based on its square footage. While this is covered in the zoning ordinance or another code already, in all likelihood, you may want to review this in light of particular examples that you might concoct.
6. Specify a maximum percentage of an existing building that can be altered.
7. Allow only relatives to occupy the accessory units.
8. Regulate whether the property owner must continue to live in the main unit.
9. Limit the ability to add accessory dwelling units to homes of a certain vintage.
10. Require a separate lawn and/or separate garage or driveway for the accessory unit. Or conversely, if more suitable for your neighborhoods, prohibit separate driveways or garages.
11. If you have any municipal capacity for architectural review, definitely add this layer to the ordinary review process.
12. If you like the idea but don't want too many accessory units, specify by law the maximum number of units on a block, within a district, or within a radius of another accessory unit.
13. Lastly, definitely preserve the notion of a main unit and an accessory unit. One should be appreciably larger than the other to assure medium-term viability for the units.

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# 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



## Communication to the Planning Commission

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FOR THE MEETING OF:                    SEPTEMBER 7, 2016

FROM:                                        RUSS SOYRING, PLANNING DIRECTOR

SUBJECT:                                  CONDITIONAL REZONING REQUEST TO REZONE A PARCEL  
LOCATED AT 205 GARLAND STREET, 205. N. UNION STREET  
AND 211 N. UNION STREET FROM C-4A TO C-4B

DATE:                                        August 26, 2016

On August 2, 2016, Thom Darga informally introduced a proposed mixed-use project located at the southwest corner of Union and the new alignment of Garland Street. The proposal is to build a four-story, 60 foot mixed use building with a commercial first floor and upper story residences. A parking structure is also proposed and would be enclosed by the commercial and residential building. Access to the parking structure would be from Garland Street. The site is currently developed with a single story drive-through bank and large private surface parking lot managed by the City Parking System. The Boardman River runs close to the south property line.

The property is currently zoned C-4a (Regional Center District) which allows the proposed uses but does not allow for a 60-foot tall building. The C-4a height limit is 45. The request is to conditional rezone the building to C-4b which allow for a building 68 in height. Any building over 60 feet however would need to go through a Special Land Use Permit. If rezoned, the applicant has offered to limit the building height to 60 and would build a mixed use building. During a conditional rezoning process the applicant may offer additional conditions that are above and beyond the zoning requirements.

The Master Plan designates this area as a TC-5 (Downtown) neighborhood where the focus is on intensity, regional, commercial activity. The Master Plan also states that this area is appropriate for commercial development with “housing of commercial scale typically located on upper floors.” New development is to maintain or enhance the character of downtown. Boardman River is to be integrated into the fabric of the Downtown neighborhood.

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

- 1. Is the current zoning reasonable for the land?**
- 2. Is the rezoning request consistent with the goals polices and future land use plan of the Master Plan?**
- 3. Would the property size and environmental conditions accommodate the proposed use?**

4. **Is a four-story, mixed use building and 500 space +/- parking structure compatible with the surrounding uses?**
5. **Are there adequate utilities and capacity on the adjacent streets to serve a commercial building of this size?**
6. **Are there sufficient demands for a financial institution?**

Should this request move forward to a public hearing, staff will prepare a report regarding these questions.

If you feel that there is sufficient information in the applicant's submittal to consider the conditional rezoning request, the following motion would be appropriate:

**I move that the request by Thom Darga, Inc., of 101 North Park Street , Traverse City, Michigan, to conditional rezone the property located at 205 Garland Street, 205 North Union Street and 211 North Union Street from C-4a (Regional Center) to C-4b (Regional Center) with conditions be introduced and scheduled for a public hearing on October 4, 2016.**

RS

TRAVERSE CITY PLANNING COMMISSION  
APPLICATION FOR  
ZONING CHANGE

APPLICATION FEE: \_\_\_\_\_ DATE: 8/18/2016  
- Zoning Change \$425.00  
- Conditional Rezoning \$830.00  
Check No: \_\_\_\_\_ Hearing Date: \_\_\_\_\_  
Receipt No: \_\_\_\_\_ Case No: \_\_\_\_\_

Address of subject Property: 205, 211 UNION, 205

Tax Parcel Number: 57-658-040-00, 51-103-014  
-10, 51-103-014-00

Legal Description: \_\_\_\_\_  
SEE ATTACHED

Present Zoning Classification: C4a

Requested Zoning Classification: C4B CONDITIONAL

Signature of Owner: \_\_\_\_\_

Owner's Address: 101 N. PARK SQUARE 318

Applicant's Signature: [Signature]

Relationship of Applicant to Owner: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Applicant's Telephone: 231-421-5105 OFF.

231-944-2777

February 2014

APPLICATION REQUIREMENTS

The application fee must accompany this request.

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

**Thirteen (13) copies of a site plan**, drawn to scale and complete with the following, must accompany this application:

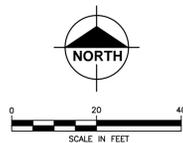
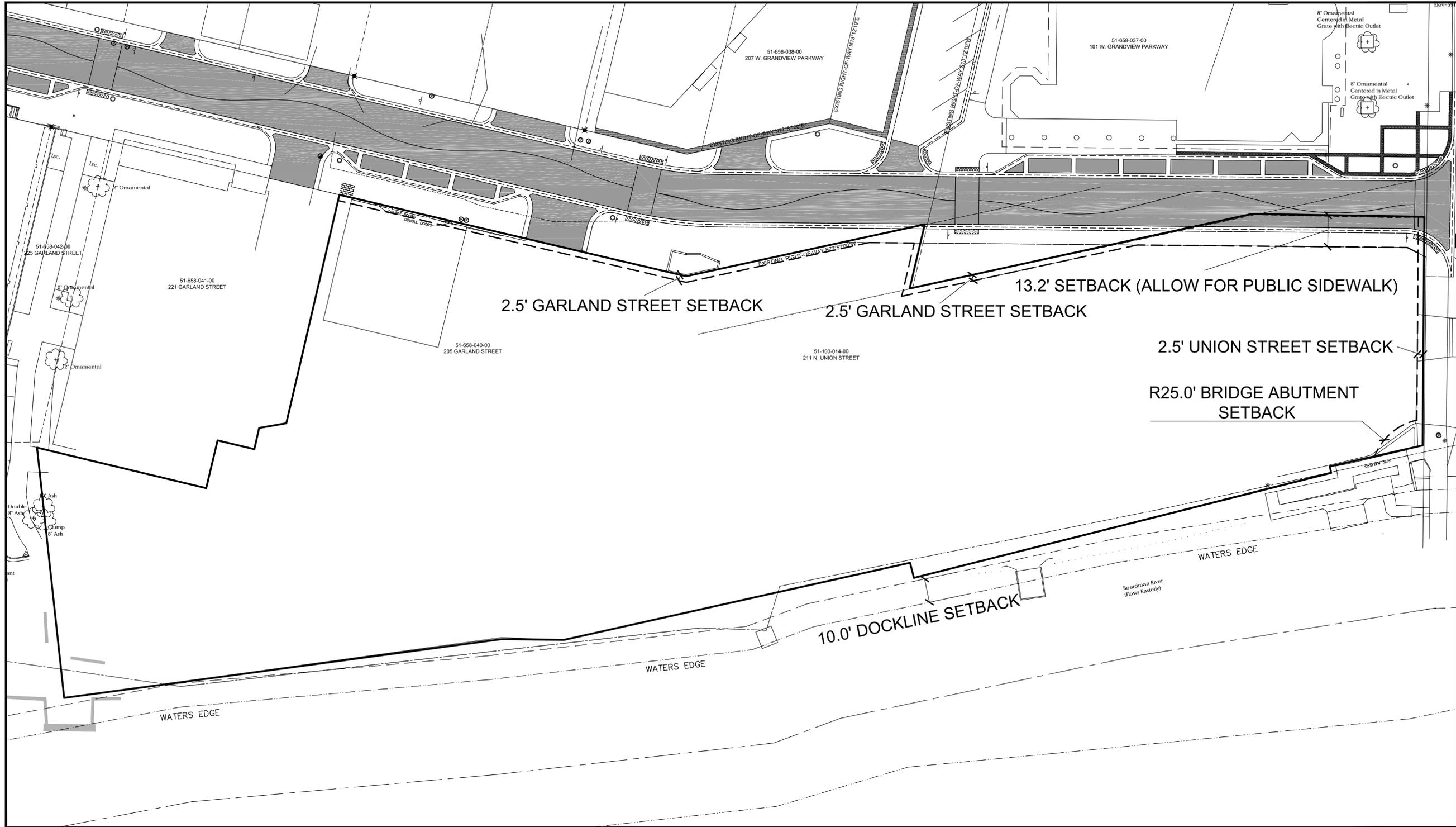
1. All property lines and setbacks shown.
2. Indicate and name adjacent streets and alleys.
3. Indicate all existing structures on the property.
4. Indicate the scale of the drawing.
5. North arrow.
6. Any additional information deemed by the Planning Commission Secretary to be necessary for proper review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

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

RECEIVED

AUG 19 2016

PLANNING DEPT  
CITY OF  
TRAVERSE CITY



Plan Prepared By:  
 Bruce A. Callen, P.E.  
 Callen Engineering, Inc.  
 113 W. Savidge St., Suite B  
 Spring Lake, Michigan 49456  
 Tel: 616-240-9080  
 email: bcallen@callenengineering.com

For protection of underground utilities, the CONTRACTOR shall dial 1-800-482-7171 OR 811 a minimum of three working days, excluding Saturdays, Sundays and holidays, prior to excavation in the vicinity of utility lines. All "MISS DIG" participating members will thus be routinely notified. This does not relieve the CONTRACTOR of the responsibility of notifying the utility owners who may not be part of the "MISS DIG" alert system.

**811**  
 Know what's below.  
 Call before you dig.  
 DATE OF PLAN: 8-25-16

**H**  
**DJ**

HOOKER | DEJONG  
 Architects & Engineers  
 316 Morris Avenue  
 Studio Suite 410  
 Muskegon, MI 49440  
 P231.722.3407  
 P231.722.2589

**CE**  
 Callen Engineering, Inc.  
 Spring Lake, Michigan

A MIXED-USE DEVELOPMENT  
**DARGA WORKS, INC.**  
 211 N. UNION STREET, TRAVERSE CITY, MICHIGAN

PROJECT NO.

ISSUANCES

REVISIONS

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 Architects-Engineers  
 All Rights Reserved

APPROVED BY B.A.C.  
 REVIEWED BY A.J.B.  
 DRAWN BY J.W.C.

SCALE  
 DRAWING PLOT SCALE  
 AS NOTED 1:1

CEI PROJECT 016 HD - DARGA

SHEET NO.



August 17, 2016

City of Traverse City Planning Commission  
Attention: Mr. Russ Soyring, City Planning Director  
400 Boardman Avenue  
Traverse City, MI 49684

**Subject: Request for Conditional Rezoning from C4a to C4b.** For subject property address(es) 205 Garland St. (51-658-040-00), 205 N. Union Street (51-103-014-10), 211 N. Union Street (51-103-014-00).

Dear Planning Commissioners and Mr. Soyring,

On August 2, 2016 we introduced to the Traverse City Planning Commission our Warehouse District 4 story, 60 foot, mixed-use apartment/retail/parking project. The parcels are bordered on the east by North Union Street and the new intersection of Union and Garland; on the south by 600 feet of the Boardman River from the Union Street Bridge to Pine Street; and on the north by approximately 500 feet along Garland Street. Since 2012, the property has been used as a parking facility operated by the City of Traverse City (under lease for 72 of the 115 parking spaces) and a drive-thru banking facility for Fifth Third Bank.

The proposed four story (60 foot maximum building height) structure will be designed for second, third and fourth floor apartment units of varying sizes and price points, all incorporating views of the Boardman River, West Grand Traverse Bay, or Garland and Union Streets. The structure will be wrapped around an interior parking system providing approximately 400 parking spaces. The roof of the parking garage will be a common space for residents featuring gathering areas, recreational activity courts, exercise spaces, micro-garden plots and a walking track with views of both Grand Traverse Bay and the Boardman River. Following the mandated 15' story height on the 1<sup>st</sup> level through the 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> levels allows for



additional living space to be generated without increasing floor area, but allows for living area or loft to be created within each unit.

We ask that the Planning Commission and the City Planner consider and approve the Conditional Rezoning to C4B with a building height of 60 feet for this 4 story mixed-use complex. With the approval of this Conditional Rezoning we will continue to work with the following Traverse City Departments and Environmental groups, and will plan to deliver the following features as well as community interest group involvement:

#### **City Engineering Department :**

1. Grant property use in the form of easements for extension of Garland Street to Union Street.
2. Provide, design and install improvements at Union Steet Bridge for access to both the Boardman River and to include and to improve pedestrian access to the Boardman Riverfront.
3. Establish working easements at Pine Street Bridge and incorporate recently installed improvements into design for new building.
4. Develop a stormwater management plan.

#### **The Watershed Center**

1. Work with the Watershed Center to assemble a multi-disciplinary, multi-interest team (Watershed Center, Friends of the Boardman, Trout Unlimited) to evaluate and make recommendations for minimizing impact on the watershed.
  - a. Establish and monitor compliance with the watershed impact plan from preconstruction through occupancy and operation.
  - b. Coordinate and make recommendations for a stormwater management plan.
  - c. Create a sustainable long-term management plan for the riverfront resource which engages use and access to the river and defines limits and types of uses by adjacent property owners as well as the public.



- d. Generate a plant inventory and invasive species catalog from bridge to bridge which addresses removal and planting recommendations and informs a sustainable management plan.

### **Green Building Status**

1. Heating and cooling of building will employ geothermal (closed loop) building-wide system
2. Roof design above the parking structure will employ a building amenities plan that will feature planting areas, exercise and activity areas, and rooftop garden scapes. All roof area runoff will be collected, treated and dispersed per watershed and stormwater management plan for the site.

The River and Bay Building will provide energy efficient, economical downtown living opportunities, a distinct collection of retail and commercial spaces, and much needed parking that will match the Warehouse District's unique character and contribute to its vibrancy.

Sincerely,

Thomas J. Darga  
Dargaworks, Inc.

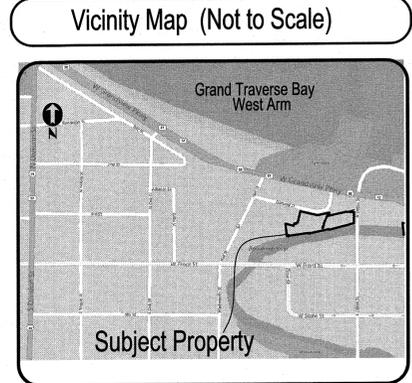


Aerial View  
Looking Northwest  
Toward Bay

Parcel	1	2	3	4	Total
Gross (SQ. FT.)	25661.46	17828.87	26729.81	5770.13	75990.27
Gross (Acres)	0.59	0.41	0.61	0.13	1.74
Usage Area A (SQ. FT.)			350.91		350.91
Usage Area B (SQ. FT.)			356.83		356.83
Usage Area C (SQ. FT.)		336.19			336.19
Usage Area D (SQ. FT.)	152.59				152.59
Usage Area E (SQ. FT.)			14.32		14.32
Area of Interest (SQ. FT.)			784.15		784.15
NET (SQ. FT.)	25508.87	17492.68	25223.60	5770.13	73995.29
NET (Acres)	0.59	0.40	0.58	0.13	1.70

CURVE TABLE				
CURVE #	LENGTH	RADIUS	DELTA	CHORD BEARING
C1	33.68(M)	632.62(M)	00°30'31"(M)	N7°9'13'35"E(M)
C2	11.64(M)	632.62(M)	01°03'14"(M)	N8°0'13'28"E(M)

LINE TABLE				
Line #	Length(M)	Direction(M)	Length(T)	Direction(T)
L1	20.52	N13°32'56"E	20.41	N12°57'50"E
L2	16.01	S77°00'28"E	16.01	S77°18'20"E
L3	9.15	N12°36'04"E	8.81	N12°50'10"E
L4	42.32	S77°46'49"W	43.96	S77°17'00"W
L5	27.72	N13°21'17"E	29.20	N13°32'22"E
L6	75.50	N77°46'49"E	75.50	N77°17'00"E
L7	2.82	S12°40'06"E	2.42	S13°08'23"E

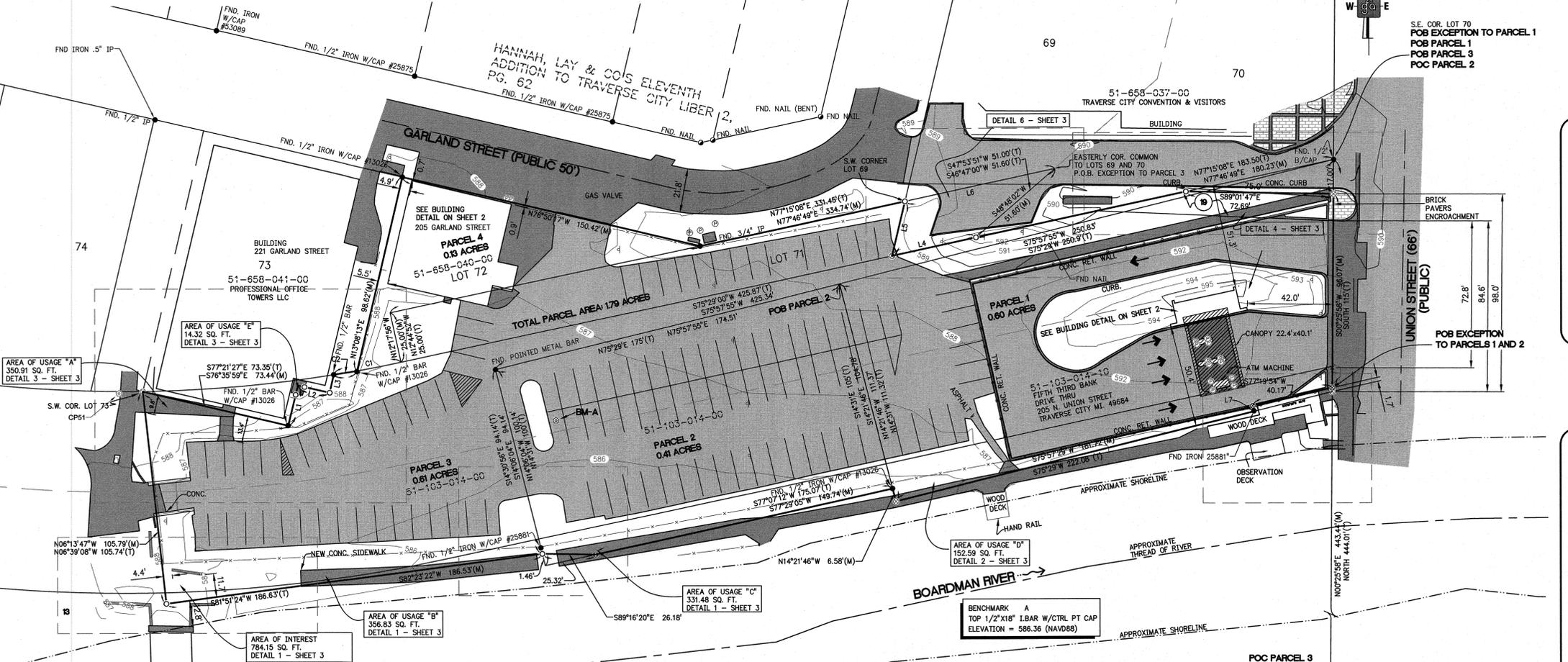


### Surveyor's Legend

⊙ Elec. Manhole	N North	— Fence Line
⊕ Electrical Panel	S South	— U/G Gas Line
⊙ Guard Post	E East	— U/G Tel Line
⊙ U/G Elec Pinflag	W West	— U/G Elec Line
⊙ Light	D Degrees	— U/G CATV Line
⊙ Catch Basin	F Feet or Minutes	— Brush Line
⊙ Water Valve	I Inches or Seconds	— Ret. Wall Guard Rail
⊙ Light Pole	Sq. Feet	— Square
⊙ Curb Stop	Fl. Feet	— Watermark
⊙ Manhole	Pg. Page	
⊙ Elec. Transformer	R Record	
⊙ Fire hydrant	R/W Right of Way	
⊙ Mailbox	C/L Centerline	
⊙ Sign	T First American Title Insurance Company Commitment	
⊙ Utility Pole	± Guy Anchor	
⊙ Tel./CATV riser	POB Point of Beginning	
⊙ Found Iron (as noted)	POC Point of Commencing	
⊙ Found Monument	⊙ Found Nail	
⊙ Set 1/2" Rebar W/Cap	⊙ Set Mag Nail or Brass Marker	
⊙ PS#5905	⊙ Found Cut x	

### Surveyor's Notes

- I hereby certify that the parcel shown hereon does not lie within a special flood hazard zone according to the Flood Insurance Rate Map published by the Federal Insurance Administration for the City of Traverse City, State of Michigan, Grand Traverse County, Community Panel Number - 260082 0002 B, an Effective Date of December 15, 1982. Therefore as noted in said document, the scaled location of the subject property is in Zone C, to the best of my knowledge and belief.
- Bearing Basis: NAD(83) MSPCS - Central Zone (2112), 2011 adj - International Feet.
- Date of Survey: 02-29-2016 and updated on 4-27-2016
- Datum of Elevations: North American Vertical Datum of 1988 (NAVD 88) - GPS Derived.
- Dimensions on this survey are expressed in International Feet and decimal parts thereof unless otherwise noted.
- As pertaining to Item 4. of the Minimum Standard Detail Requirements for ALTA/NSPS Land Title Survey Table A requirements the Gross land area is: 1.74 Acres, see this sheet for Parcel Area Table.
- As pertaining to Item 5. of the Minimum Standard Detail Requirements for ALTA/NSPS Land Title Survey Table A requirements the contour interval shown is 1.0 foot. The vertical control component is based upon the North American Vertical Datum of 1988 (NAVD 88). Vertical control was established by GPS observations.
- As pertaining to Item 6.(a), and 6.(b), of the Minimum Standard Detail Requirements for ALTA/NSPS Land Title Survey Table A requirements the zoning order or letter was not provided at the time of the survey.
- As pertaining to Item 7.(c), of the Minimum Standard Detail Requirements for ALTA/NSPS Land Title Survey Table A requirements there is evidence of current earth moving work, building construction or building additions, as plotted at time of fieldwork.
- As pertaining to Item 9., of the Minimum Standard Detail Requirements for ALTA/NSPS Land Title Survey Table A requirements, parking space type and striping was not requested at the time of the survey.
- As pertaining to Item 11., of the Minimum Standard Detail Requirements for ALTA/NSPS Land Title Survey Table A requirements the location of utilities on or serving the surveyed property was determined by observed evidence and maps obtained from the City of Traverse City.
- As pertaining to Item 16. of the Minimum Standard Detail Requirements for ALTA/NSPS Land Title Survey Table A requirements there is evidence of current earth moving work, building construction or building additions, as plotted at time of fieldwork.
- As pertaining to Item 17. of the Minimum Standard Detail Requirements for ALTA/NSPS Land Title Survey Table A requirements there are plans of a proposed right-of-way change for Garland Street, there is no evidence of recent street construction at time of fieldwork.
- Some features may not have been located because of existing winter snow conditions.
- Area of Interest from City of Traverse City for future Garland Street extension SQ. Ft. = 1,148.



### Legal Descriptions

FIRST AMERICAN TITLE INSURANCE COMPANY  
COMMITMENT No: 684180  
REVISION C  
EFFECTIVE DATE: JUNE 10, 2016 @ 8:00 A.M.

**EXHIBIT A  
LEGAL DESCRIPTION**

THE LAND REFERRED TO IN THIS COMMITMENT, SITUATED IN THE COUNTY OF GRAND TRAVERSE, CITY OF TRAVERSE CITY, STATE OF MICHIGAN, IS DESCRIBED AS FOLLOWS:

**PARCEL 1:**  
THAT PART OF GOVERNMENT LOTS 2 AND 3, TOWN 27 NORTH, RANGE 11 WEST, CITY OF TRAVERSE CITY, GRAND TRAVERSE COUNTY, MICHIGAN, DESCRIBED AS: COMMENCING AT THE SOUTHEAST CORNER OF LOT 70 OF HANNAH, LAY & CO'S ELEVENTH ADDITION TO TRAVERSE CITY, TRAVERSING SOUTH 00 DEGREES 11 MINUTES 19 SECONDS WEST, 17.00 FEET, ALONG THE WEST LINE OF UNION STREET; THENCE NORTH 89 DEGREES 20 MINUTES 52 SECONDS WEST, 72.67 FEET; THENCE NORTH 77 DEGREES 27 MINUTES 43 SECONDS EAST, 74.50 FEET, ALONG THE SOUTH LINE OF SAID LOT 70 TO THE POINT OF BEGINNING.

AND ALSO EXCEPT THAT PART LYING WITHIN THE FOLLOWING DESCRIBED PARCEL:

THAT PART OF GOVERNMENT LOTS 2 AND 3, SECTION 3, TOWN 27 NORTH, RANGE 11 WEST, GRAND TRAVERSE COUNTY, MICHIGAN, MORE FULLY DESCRIBED AS: COMMENCING AT THE NORTHWEST CORNER OF FRONT AND UNION STREET; THENCE ALONG THE WEST LINE OF UNION STREET, NORTH, 444.01 FEET TO THE SOUTHEAST CORNER OF LOT 70 OF HANNAH, LAY & CO'S ELEVENTH ADDITION TO TRAVERSE CITY, TRAVERSING SOUTH 76 DEGREES 08 MINUTES 11 SECONDS WEST, 40.32 FEET; THENCE SOUTH 76 DEGREES 08 MINUTES 11 SECONDS WEST, 40.32 FEET; THENCE SOUTH 13 DEGREES 08 MINUTES 23 SECONDS EAST, 2.42 FEET; THENCE SOUTH 75 DEGREES 26 MINUTES 11 SECONDS WEST,

### Legal Descriptions

(cont'd)

182.00 FEET; THENCE NORTH 13 DEGREES 24 MINUTES 50 SECONDS WEST, 6.45 FEET; THENCE SOUTH 77 DEGREES 05 MINUTES 54 SECONDS WEST 150.24 FEET; THENCE NORTH 89 DEGREES 30 MINUTES 13 SECONDS WEST, 25.87 FEET; THENCE SOUTH 14 DEGREES 30 MINUTES 56 SECONDS EAST, 20 FEET, MORE OR LESS, TO THE NORTHERLY EDGE OF THE BOARDMAN RIVER; THENCE EASTERLY, ALONG SAID NORTHERLY EDGE OF THE BOARDMAN RIVER, TO THE WESTERLY LINE OF UNION STREET; THENCE NORTH, 30 FEET, MORE OR LESS, TO THE POINT OF BEGINNING.

**PARCEL 2**  
THAT PART OF GOVERNMENT LOT 3, SECTION 3, TOWN 27 NORTH, RANGE 11 WEST, CITY OF TRAVERSE CITY, GRAND TRAVERSE COUNTY, MICHIGAN, DESCRIBED AS: COMMENCING AT THE SOUTHEAST CORNER OF LOT 70, HANNAH, LAY & CO'S ELEVENTH ADDITION TO TRAVERSE CITY, TRAVERSING SOUTH 75 DEGREES 29 MINUTES WEST, 250.9 FEET TO POINT OF BEGINNING; THENCE SOUTH 14 DEGREES 31 MINUTES EAST, 105 FEET; THENCE SOUTH 77 DEGREES 07 MINUTES 12 SECONDS WEST, 175.07 FEET; THENCE NORTH 14 DEGREES 31 MINUTES WEST, 100 FEET; THENCE NORTH 75 DEGREES 29 MINUTES EAST, 175 FEET MORE OR LESS TO POINT OF BEGINNING.

EXCEPT THAT PART LYING WITHIN THE FOLLOWING DESCRIBED PARCEL:

THAT PART OF GOVERNMENT LOTS 2 AND 3, SECTION 3, TOWN 27 NORTH, RANGE 11 WEST, GRAND TRAVERSE COUNTY, MICHIGAN, MORE FULLY DESCRIBED AS: COMMENCING AT THE NORTHWEST CORNER OF FRONT AND UNION STREET; THENCE ALONG THE WEST LINE OF UNION STREET, NORTH, 444.01 FEET TO THE SOUTHEAST CORNER OF LOT 70 OF HANNAH, LAY & CO'S ELEVENTH ADDITION TO TRAVERSE CITY, TRAVERSING SOUTH 76 DEGREES 08 MINUTES 11 SECONDS WEST, 40.32 FEET; THENCE SOUTH 13 DEGREES 08 MINUTES 23 SECONDS EAST, 2.42 FEET; THENCE SOUTH 75 DEGREES 26 MINUTES 11 SECONDS WEST, 182.00 FEET; THENCE NORTH 13 DEGREES 24 MINUTES 50 SECONDS WEST 150.24 FEET; THENCE NORTH 89 DEGREES 30 MINUTES 13 SECONDS WEST, 25.87 FEET; THENCE SOUTH 14 DEGREES 30 MINUTES 56 SECONDS EAST, 20 FEET, MORE OR LESS, TO THE NORTHERLY EDGE OF THE BOARDMAN RIVER; THENCE EASTERLY, ALONG SAID NORTHERLY EDGE OF THE BOARDMAN RIVER, TO THE WESTERLY LINE OF UNION STREET; THENCE NORTH, 30 FEET, MORE OR LESS, TO THE POINT OF BEGINNING.

### Legal Descriptions

EXCEPT THAT PART LYING WITHIN THE FOLLOWING DESCRIBED PARCEL:

THAT PART OF GOVERNMENT LOTS 2 AND 3, SECTION 3, TOWN 27 NORTH, RANGE 11 WEST, GRAND TRAVERSE COUNTY, MICHIGAN, MORE FULLY DESCRIBED AS: COMMENCING AT THE NORTHWEST CORNER OF FRONT AND UNION STREET; THENCE ALONG THE WEST LINE OF UNION STREET, NORTH, 444.01 FEET TO THE SOUTHEAST CORNER OF LOT 70 OF HANNAH, LAY & CO'S ELEVENTH ADDITION TO TRAVERSE CITY, TRAVERSING SOUTH 76 DEGREES 08 MINUTES 11 SECONDS WEST, 40.32 FEET; THENCE SOUTH 13 DEGREES 08 MINUTES 23 SECONDS EAST, 2.42 FEET; THENCE SOUTH 75 DEGREES 26 MINUTES 11 SECONDS WEST, 182.00 FEET; THENCE NORTH 13 DEGREES 24 MINUTES 50 SECONDS WEST, 6.45 FEET; THENCE SOUTH 77 DEGREES 05 MINUTES 54 SECONDS WEST 150.24 FEET; THENCE NORTH 89 DEGREES 30 MINUTES 13 SECONDS WEST, 25.87 FEET; THENCE SOUTH 14 DEGREES 30 MINUTES 56 SECONDS EAST, 20 FEET, MORE OR LESS, TO THE NORTHERLY EDGE OF THE BOARDMAN RIVER; THENCE EASTERLY, ALONG SAID NORTHERLY EDGE OF THE BOARDMAN RIVER, TO THE WESTERLY LINE OF UNION STREET; THENCE NORTH, 30 FEET, MORE OR LESS, TO THE POINT OF BEGINNING.

**PARCEL 3**  
THAT PART OF GOVERNMENT LOTS 2 AND 3, SECTION 3, TOWN 27 NORTH, RANGE 11 WEST, CITY OF TRAVERSE CITY, GRAND TRAVERSE COUNTY, MICHIGAN, (INCLUDING LOT 71, HANNAH, LAY & CO'S ELEVENTH ADDITION TO TRAVERSE CITY, TRAVERSING SOUTH 76 DEGREES 08 MINUTES 11 SECONDS WEST, 40.32 FEET; THENCE SOUTH 13 DEGREES 08 MINUTES 23 SECONDS EAST, 2.42 FEET; THENCE SOUTH 75 DEGREES 26 MINUTES 11 SECONDS WEST, 182.00 FEET; THENCE NORTH 13 DEGREES 24 MINUTES 50 SECONDS WEST, 6.45 FEET; THENCE SOUTH 77 DEGREES 05 MINUTES 54 SECONDS WEST 150.24 FEET; THENCE NORTH 89 DEGREES 30 MINUTES 13 SECONDS WEST, 25.87 FEET; THENCE SOUTH 14 DEGREES 30 MINUTES 56 SECONDS EAST, 20 FEET, MORE OR LESS, TO THE NORTHERLY EDGE OF THE BOARDMAN RIVER; THENCE EASTERLY, ALONG SAID NORTHERLY EDGE OF THE BOARDMAN RIVER, TO THE WESTERLY LINE OF UNION STREET; THENCE NORTH, 30 FEET, MORE OR LESS, TO THE POINT OF BEGINNING.

**PARCEL 3 (cont'd)**  
THENCE NORTH 12 DEGREES 57 MINUTES 50 SECONDS EAST, 20.41 FEET; THENCE SOUTH 77 DEGREES 18 MINUTES 20 SECONDS EAST, 16.01 FEET; THENCE NORTH 12 DEGREES 50 MINUTES 10 SECONDS EAST, 8.81 FEET; THENCE EASTERLY, ALONG THE ARC OF A 632.62 FOOT RADIUS CURVE TO THE LEFT, A DISTANCE OF 35.88 FEET (THE CHORD OF SAID ARC BEING NORTH 78 DEGREES 46 MINUTES 39 SECONDS EAST, 33.68 FEET); THENCE NORTH 12 DEGREES 44 MINUTES 52 SECONDS WEST, 25.00 FEET; THENCE NORTH 77 DEGREES 15 MINUTES 08 SECONDS EAST, 331.45 FEET; THENCE SOUTH 47 DEGREES 53 MINUTES 51 SECONDS WEST 51.00 FEET; THENCE NORTH 77 DEGREES 15 MINUTES 08 SECONDS EAST, 183.50 FEET TO THE POINT OF BEGINNING.

### Legal Descriptions

EXCEPT:

PART OF LOT 71, OF HANNAH, LAY & CO'S ELEVENTH ADDITION TO TRAVERSE CITY, ACCORDING TO THE PLAT THEREOF RECORDED IN LIBER 2 OF PLATS, PAGE 62, GRAND TRAVERSE COUNTY, BEING PART OF GOVERNMENT LOTS 2 AND 3, TOWN 27 NORTH, RANGE 11 WEST, CITY OF TRAVERSE CITY, GRAND TRAVERSE COUNTY, MICHIGAN, MORE FULLY DESCRIBED AS: BEGINNING AT THE EASTERLY CORNER COMMON TO LOTS 69 AND 71 OF SAID PLAT; THENCE SOUTH 46 DEGREES 47 MINUTES 00 SECONDS WEST, 51.60 FEET, (PREVIOUSLY RECORDED AS SOUTH 46 DEGREES 52 MINUTES WEST) ALONG THE EAST LINE OF SAID LOT 71; THENCE SOUTH 77 DEGREES 17 MINUTES 00 SECONDS WEST, 43.96 FEET, (PREVIOUSLY RECORDED AS SOUTH 77 DEGREES 55 MINUTES WEST) ALONG THE SOUTH LINE OF SAID LOT 71; THENCE NORTH 13 DEGREES 32 MINUTES 22 SECONDS EAST, 29.20 FEET, ALONG THE EXTENDED EASTERLY RIGHT-OF-WAY LINE OF GARLAND STREET TO THE WESTWEST CORNER OF SAID LOT 69; THENCE NORTH 77 DEGREES 17 MINUTES 00 SECONDS EAST, 75.50 FEET, PREVIOUSLY RECORDED AS NORTH 77 DEGREES 55 MINUTES EAST) ALONG THE LINE COMMON TO SAID LOTS 69 AND 71 TO THE POINT OF BEGINNING.

ALSO EXCEPT THAT PART LYING WITHIN THE FOLLOWING DESCRIBED PARCEL:

PART OF HANNAH, LAY & CO'S ELEVENTH ADDITION TO TRAVERSE CITY, IN PART OF GOVERNMENT LOTS 2 AND 3, SECTION 3, TOWN 27 NORTH, RANGE 11 WEST, GRAND TRAVERSE COUNTY, MICHIGAN, MORE FULLY DESCRIBED AS: BEGINNING AT THE SOUTHEAST CORNER OF LOT 70 OF HANNAH, LAY & CO'S ELEVENTH ADDITION TO TRAVERSE CITY, TRAVERSING SOUTH 00 DEGREES 11 MINUTES 19 SECONDS WEST, 17.00 FEET, ALONG THE WEST LINE OF UNION STREET; THENCE NORTH 89 DEGREES 20 MINUTES 52 SECONDS WEST, 72.67 FEET; THENCE NORTH 77 DEGREES 27 MINUTES 43 SECONDS EAST, 74.50 FEET, ALONG THE SOUTH LINE OF SAID LOT 70 TO THE POINT OF BEGINNING.

**PARCEL 4:**  
THAT PART OF GOVERNMENT LOTS 2 AND 3, SECTION 3, TOWN 27 NORTH, RANGE 11 WEST, GRAND TRAVERSE COUNTY, MICHIGAN, DESCRIBED AS: COMMENCING AT THE SOUTHEAST CORNER OF LOT 70 OF HANNAH, LAY & CO'S ELEVENTH ADDITION TO TRAVERSE CITY, TRAVERSING SOUTH 76 DEGREES 08 MINUTES 11 SECONDS WEST, 40.32 FEET; THENCE SOUTH 13 DEGREES 08 MINUTES 23 SECONDS EAST, 2.42 FEET; THENCE SOUTH 75 DEGREES 26 MINUTES 11 SECONDS WEST,

### Legal Descriptions

EXCEPT THAT PART LYING WITHIN THE FOLLOWING DESCRIBED PARCEL:

THAT PART OF GOVERNMENT LOTS 2 AND 3, SECTION 3, TOWN 27 NORTH, RANGE 11 WEST, GRAND TRAVERSE COUNTY, MICHIGAN, MORE FULLY DESCRIBED AS: COMMENCING AT THE SOUTHEAST CORNER OF LOT 70 OF HANNAH, LAY & CO'S ELEVENTH ADDITION TO TRAVERSE CITY, TRAVERSING SOUTH 76 DEGREES 08 MINUTES 11 SECONDS WEST, 40.32 FEET; THENCE SOUTH 13 DEGREES 08 MINUTES 23 SECONDS EAST, 2.42 FEET; THENCE SOUTH 75 DEGREES 26 MINUTES 11 SECONDS WEST, 182.00 FEET; THENCE NORTH 13 DEGREES 24 MINUTES 50 SECONDS WEST 150.24 FEET; THENCE NORTH 89 DEGREES 30 MINUTES 13 SECONDS WEST, 25.87 FEET; THENCE SOUTH 14 DEGREES 30 MINUTES 56 SECONDS EAST, 20 FEET, MORE OR LESS, TO THE NORTHERLY EDGE OF THE BOARDMAN RIVER; THENCE EASTERLY, ALONG SAID NORTHERLY EDGE OF THE BOARDMAN RIVER, TO THE WESTERLY LINE OF UNION STREET; THENCE NORTH, 30 FEET, MORE OR LESS, TO THE POINT OF BEGINNING.

### Surveyor's Certificate

To (i) VIRGIN OLIVES; (ii) THE CITY OF TRAVERSE CITY; (iii) FIRST AMERICAN TITLE INSURANCE COMPANY:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 5, 6.(a), 6.(b), 7.(a), 7.(b)(1), 7.(b)(2), 7.(c), 8, 9, 11, 16, and 17, of Table A thereof. The field work was completed on 02-29-2016 and updated on 4-27-2016.

Date of Plat or Map: 02/29/2016

(SIGNED) JASON A. JULLIETT  
Registration No. 55905  
EMAIL: jawn@go.com

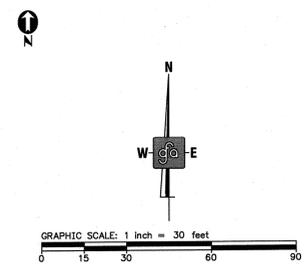
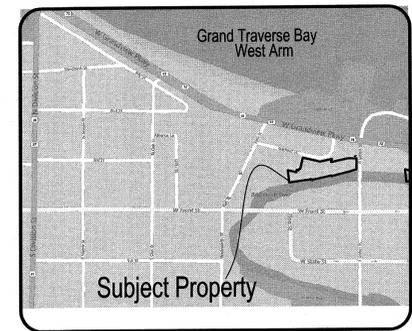


VIRGIN OLIVES AND THE CITY OF TRAVERSE CITY  
ALTA/NSPS LAND TITLE SURVEY  
OF PART OF GOVERNMENT LOTS 2 AND 3,  
SECTION 3, TOWN 27 NORTH, RANGE 11 WEST,  
CITY OF TRAVERSE CITY, GRAND TRAVERSE CO., MI.

DATE: 02/29/2016  
BY: J.A. JULLIETT  
FOR: M. FEENEY  
JOB NO: 16043A  
SHT 1 OF 3

ENGINEERING SURVEYING TESTING & OPERATIONS  
http://go.com  
231.946.5874 (p)  
231.946.3703 (f)  
123 West Front Street  
Traverse City, MI 49664

Vicinity Map (Not to Scale)

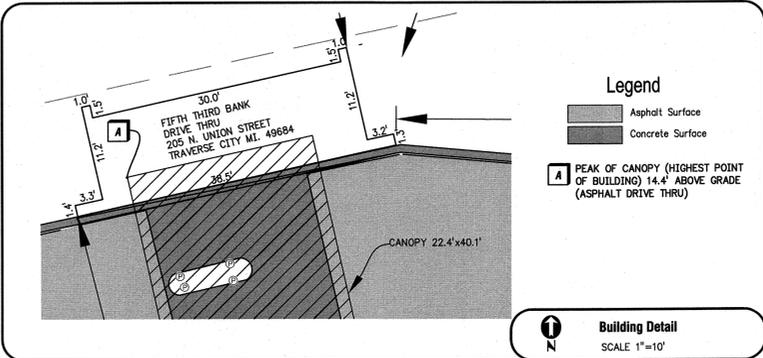
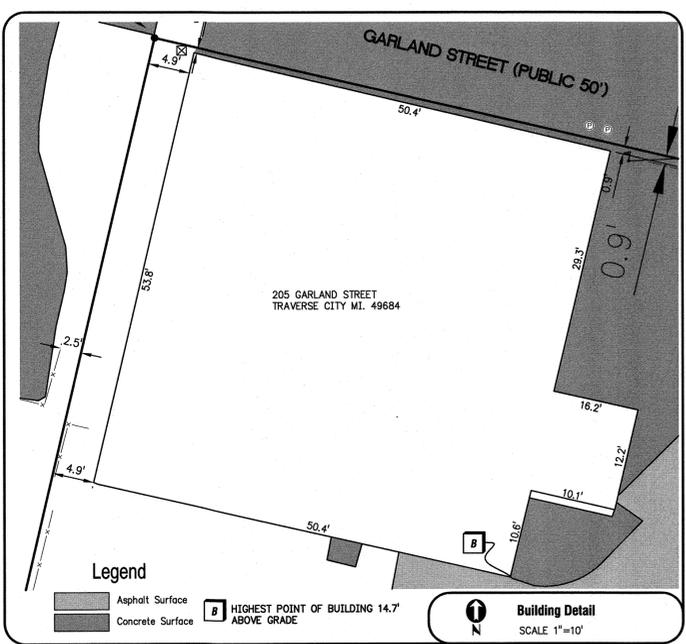
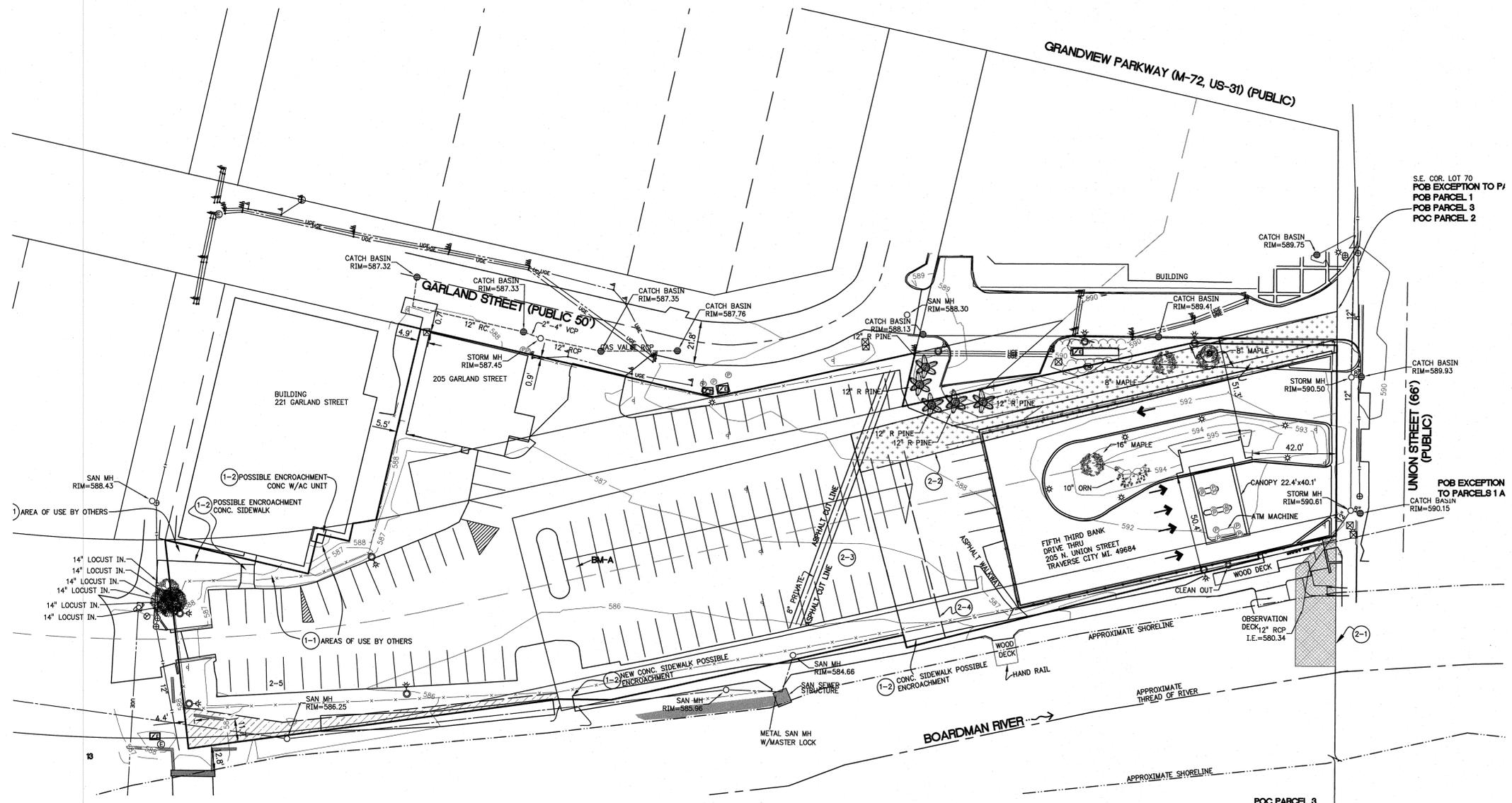


Surveyor's Legend

⊙ Elec. Manhole	N	North	— x — x —	Fence Line
⊙ Electrical Panel	S	South	— U/G —	U/G Gas Line
⊙ Guard Post	E	East	— U/G Tel —	U/G Tel Line
⊙ U/G Elec Pinflag	W	West	— U/G Elcd —	U/G Elcd Line
⊙ Light	°	Degrees	— U/G CATV —	U/G CATV Line
⊙ Catch Basin	′	Feet or Minutes	— — —	Brush Line
⊙ Water Valve	″	Inches or Seconds	— — —	Ret. Wall Guard Rail
⊙ Light Pole	Sq.	Square	— — —	Watermain
⊙ Curb Stop	Ft.	Feet		
⊙ Manhole	Pg.	Page		
⊙ Elec. Transformer	R	Record		
⊙ Fire hydrant	R/W	Right of Way		
⊙ Mailbox	C/L	Centerline		
⊙ Sign	⊙	Found Nail		
⊙ Utility Pole	⊙	Set Mag Nail		
⊙ Guy Anchor	⊙	Found Out x		
⊙ Tele./CATV riser	x			
⊙ Found Iron (as noted)				
⊙ Found Monument				
⊙ Set 1/2" Rebar W/Cap				
PS#55905				

Schedule B - Section II Exceptions

- SCHEDULE B - SECTION II EXCEPTIONS**  
**PART ONE: GENERAL EXCEPTIONS**
- 1-1. RIGHTS OR CLAIMS OF PARTIES IN POSSESSION NOT SHOWN BY THE PUBLIC RECORDS.
  - 1-2. ENCROACHMENTS, OVERLAPS, BOUNDARY LINE DISPUTES, OR OTHER MATTERS WHICH WOULD BE DISCLOSED BY AN ACCURATE SURVEY AND INSPECTION OF THE PREMISES.
  - 1-3. EASEMENTS, OR CLAIMS OF EASEMENTS, NOT SHOWN BY THE PUBLIC RECORDS.
  - 1-4. ANY LIEN, OR RIGHT TO A LIEN, FOR SERVICES, LABOR OR MATERIAL HERETOFORE OR HEREAFTER FURNISHED, IMPOSED BY LAW AND NOT SHOWN ON THE PUBLIC RECORDS.
  - 1-5. TAXES OR SPECIAL ASSESSMENTS WHICH ARE NOT SHOWN AS EXISTING LIENS BY THE PUBLIC RECORDS.
- PART TWO: SPECIFIC EXCEPTIONS**
- 2-1. TERMS AND CONDITIONS CONTAINED IN AGREEMENT AS DISCLOSED BY INSTRUMENT RECORDED IN LIBER 13 OF MISCELLANEOUS RECORDS, PAGE 320. - PLOTTED
  - 2-2. RIGHTS OF OTHERS OVER THAT PORTION OF THE LAND USED AS INGRESS AND EGRESS TO OTHER LANDS, AS DISCLOSED BY INSTRUMENT RECORDED IN LIBER 153, PAGE 15. - PLOTTED
  - 2-3. EASEMENTS FOR UTILITY PURPOSES IN FAVOR OF CITY OF TRAVERSE CITY AND THE COVENANTS, CONDITIONS AND RESTRICTIONS CONTAINED IN INSTRUMENT RECORDED IN LIBER 188, PAGE 570. - PLOTTED
  - 2-4. RIGHTS OF OTHERS OVER THAT PORTION OF THE LAND USED AS INGRESS AND EGRESS TO OTHER LANDS, AS DISCLOSED BY INSTRUMENT RECORDED IN LIBER 188, PAGE 572. - PLOTTED
  - 2-5. SEWER EASEMENT IN FAVOR OF CITY OF TRAVERSE CITY AND THE COVENANTS, CONDITIONS AND RESTRICTIONS CONTAINED IN INSTRUMENT RECORDED IN LIBER 749, PAGE 166. - PLOTTED



http://gta.tc  
 231.946.5874 (p)  
 231.946.3703 (f)

**gfo**

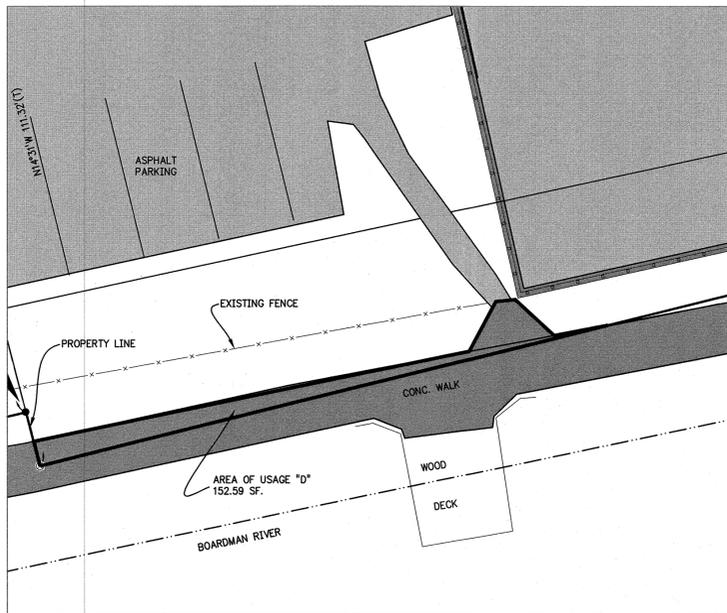
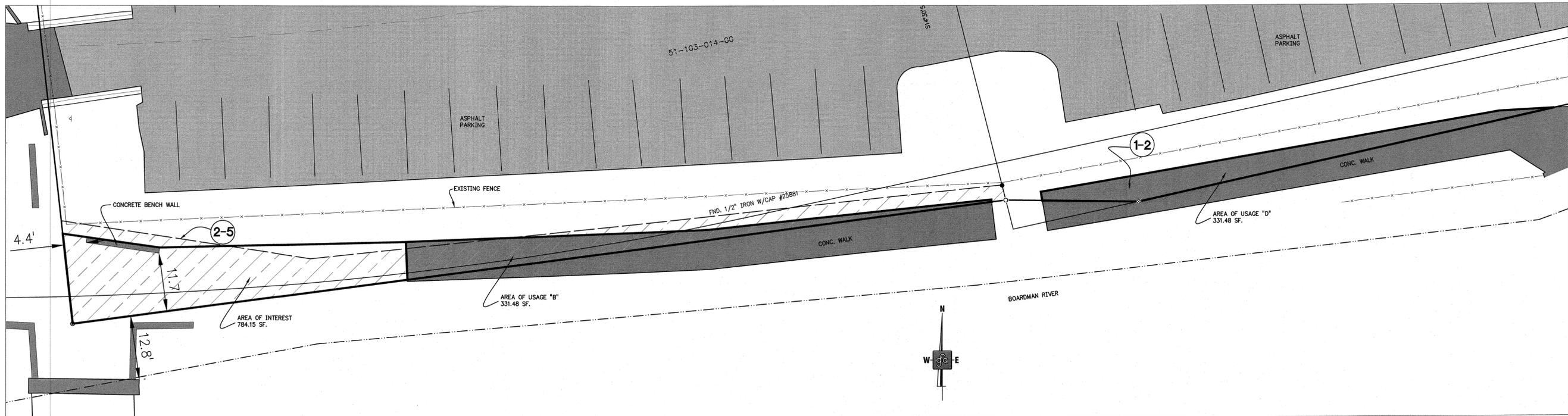
ENGINEERING SURVEYING TESTING & OPERATIONS  
 123 West Front Street  
 Traverse City, MI 49684

REV#	DATE	DESCRIPTION
1	04/20/2016	ISSUE FOR PERMITS AND CITY ENGINEER
2	04/20/2016	SQUARE FOOTAGE INCREASE COMPUTATION AND TABLE UPDATES PER DARRA REQUESTS AND NEW TITLE COMMITMENT
3	06/30/2016	UPDATES PER DARRA REQUESTS AND NEW TITLE COMMITMENT

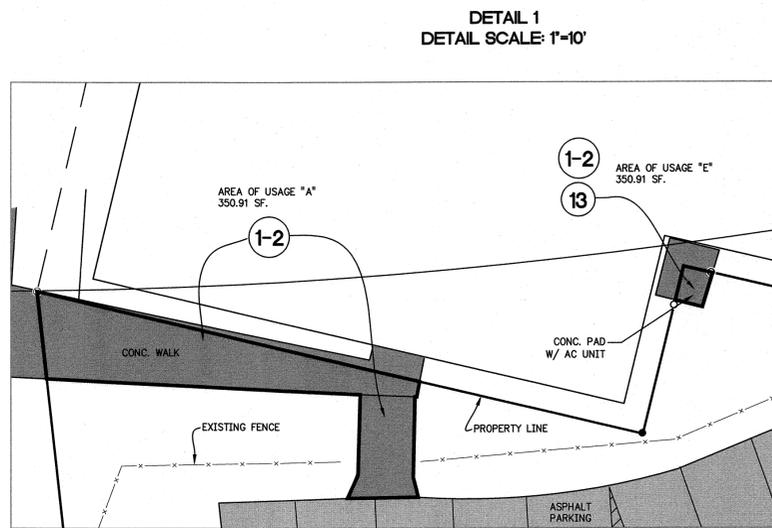
**VIRGIN OLIVES AND THE CITY OF TRAVERSE CITY**  
**ALTA/NSPS LAND TITLE SURVEY**  
**OF PART OF GOVERNMENT LOTS 2 AND 3,**  
**SECTION 3, TOWN 27 NORTH, RANGE 11 WEST**  
**CITY OF TRAVERSE CITY, GRAND TRAVERSE CO., MI.**

DATE: 04/20/2016  
 DRAWN BY: J.A. JULLERET  
 CHECKED BY: M. FERENS  
 JOB NO.: 16043A  
 SHEET 2 OF 3

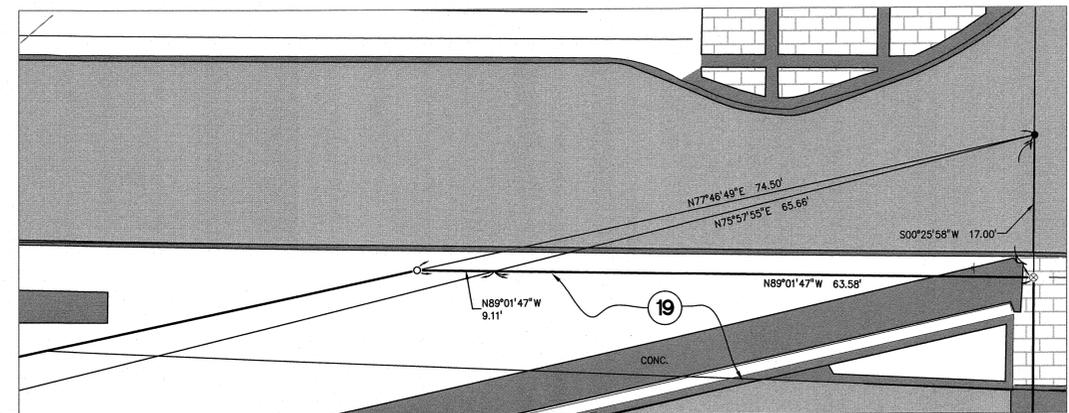
These documents are prepared in accordance with the contractual terms and conditions for this project.



DETAIL 2  
DETAIL SCALE: 1"=10'



DETAIL 3  
DETAIL SCALE: 1"=10'



DETAIL 4  
DETAIL SCALE: 1"=10'

DETAIL 1  
DETAIL SCALE: 1"=10'

Legal Descriptions

AS-SURVEYED:

That part of Government Lots 2 and 3, section 3, town 27 North, Range 11 West, City of Traverse City, Grand Traverse County, Michigan, more fully described as:

Commencing at the Southeast corner of Lot 70, Hannah, Lay & Co's Eleventh Addition to Traverse City, according to the Plat thereof, as recorded in Liber 2 of Plats, page 62;  
 thence South 00°25'58" West, 17.00 feet, along the Westerly right-of-way of Union Street to the POINT OF BEGINNING;  
 thence South 00°25'58" West, 96.07 feet, continuing along said Westerly right-of-way line;  
 thence South 77°19'54" West, 40.17 feet;  
 thence South 12°40'05" East, 2.82 feet;  
 thence South 75°57'29" West, 181.72 feet;  
 thence North 14°21'46" West, 6.58 feet;  
 thence South 77°29'05" West, 149.74 feet;  
 thence North 89°16'20" West, 26.18 feet;  
 thence South 82°23'22" West, 186.53 feet;  
 thence North 06°13'47" West, 105.79 feet;  
 thence South 76°35'59" East, 73.44 feet;  
 thence North 13°32'56" East, 20.52 feet;  
 thence South 77°00'28" East, 16.01 feet;  
 thence North 12°36'04" East, 9.15 feet;  
 thence easterly, 11.64 feet, along the arc of a 632.62 feet radius curve to the left, the central angle of which is 01°03'14", and the long chord of which bears North 80°13'28" East, 11.64 feet;  
 thence North 13°08'13" East, 98.62 feet;  
 thence South 76°50'17" East, 150.42 feet, along the Southerly right-of-way of Garland Street;  
 thence North 77°46'49" East, 103.12 feet, continuing along said Southerly right-of-way to the Southwest corner of Lot 69 of the Plat of Hannah, Lay & Co's Eleventh Addition to Traverse City;  
 thence South 13°21'17" West, 27.72 feet;  
 thence North 77°46'49" East, 148.06 feet;  
 thence South 89°01'47" East, 72.69 feet;  
 to the POINT OF BEGINNING.

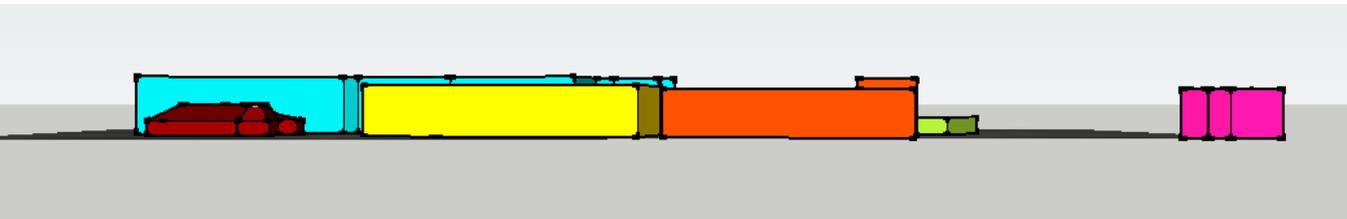
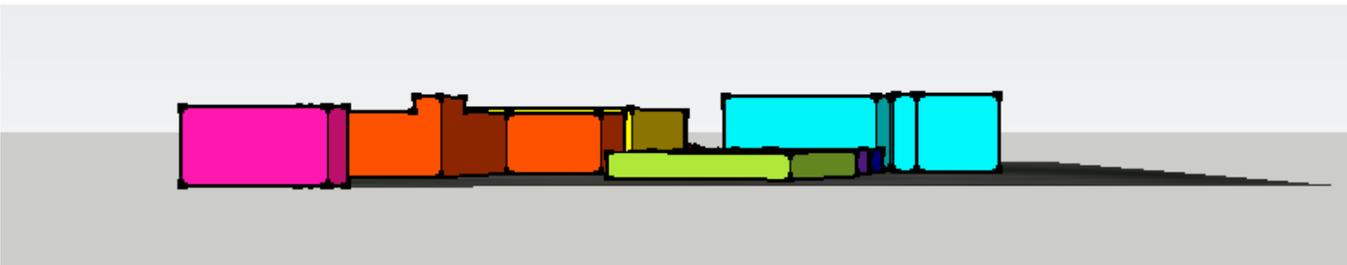
Said Parcel contains 1.74 acres more or less.  
 Subject to other easements or restrictions, if any.

Surveyor's Legend

⊙ Elec. Manhole	N North	—x—x— Fence Line
⊙ Electrical Panel	S South	—x—x— U/G Gas Line
⊙ Guard Post	E East	—x—x— U/G Tel Line
⊙ U/G Elec Pinflag	W West	—x—x— U/G Elec Line
⊙ Light Iron (as noted)	° Degrees	—x—x— U/G CATV Line
⊙ Catch Basin	" Feet or Minutes	—x—x— Brush Line
⊙ Water Valve	" Inches or Seconds	—x—x— Ret. Wall Guard Rail
⊙ Light Pole	Sq. Square	—x—x— Watermain
⊙ Manhole	FL Feet	
⊙ ELEC. TRANSFORMER	Pg. Page	
⊙ Fire hydrant	R Record	Asphalt Surface
⊙ Mailbox	R/W Right of Way	Concrete Surface
⊙ Sign	C/L Centerline	
⊙ Utility Pole	T First American Title Insurance Company Commitment NO. 684180 2212 Exhibit A	
⊙ Guy Anchor	POB Point of Beginning	
⊙ Tele./CATV riser	POC Point of Commencing	
⊙ Found Monument	⊙ Found Nail	
⊙ Set 1/2" Rebar W/Cap PS#5905	⊙ Set Mag Nail	
	x Found Cut x	

VIRGIN OLIVES AND THE CITY OF TRAVERSE CITY  
 ALTA/NSPS LAND TITLE SURVEY  
 OF PART OF GOVERNMENT LOTS 2 AND 3,  
 SECTION 3, TOWN 27 NORTH, RANGE 11 WEST  
 CITY OF TRAVERSE CITY, GRAND TRAVERSE CO., MI.

These documents are prepared in accordance with the contractual terms and conditions for this project.

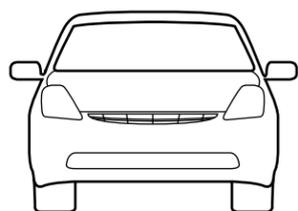


G211 at 60'

GREEN SPACE  
FLOOR SIX



PARKING  
FLOOR FIVE

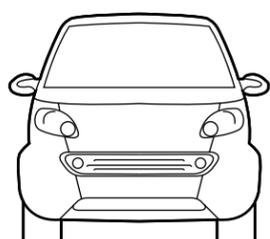


PARKING  
FLOOR FOUR

PARKING  
FLOOR THREE

PARKING  
FLOOR TWO

PARKING  
FLOOR ONE



RESIDENTIAL  
FLOOR FOUR

RESIDENTIAL  
FLOOR THREE

RESIDENTIAL  
FLOOR TWO

COMMERCIAL  
FLOOR ONE

6'-9"

12'-0"

14'-6"

7'-3"

14'-6"

14'-6"

10'-0"

5'-0"

14'-6"

9'-0"

6'-0"

24'-0"

60'-0"



# Communication to the Planning Commission

---

FOR THE MEETING OF:     SEPTEMBER 7, 2016

FROM:                    RUSS SOYRING, PLANNING DIRECTOR

SUBJECT:                SPECIAL LAND USE PERMIT, SITE PLAN REVIEW AND STREET  
                              VACATION REQUESTS BY STEVE TONGUE, MUNSON MEDICAL  
                              CENTER, TO ALLOW FOR A TALLER BUILDING AT 1105 SIXTH STREET

DATE:                    AUGUST 25, 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) and Site Plan Approval at 1105 Sixth Street. The building's location is proposed to be partly located on and over Sixth Street. For this to occur, the street would need to be vacated by the City Commission after review by the City Planning Commission. Munson Medical Center has proposed that a new street be constructed about 200 feet north of the present 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.

If you find after reviewing the submission material, you have sufficient information assess whether the general and specific standards can be met or cannot be met in Section 1364.02 Section 1364.08(m) the following motion is appropriate:

**I move that the request by 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 introduced and scheduled for a public hearing for the October 4, 2016 Regular Meeting.**

If you find that the site plan information is complete, the following motion is appropriate:

**I move that the request by Steve Tongue, Vice President of Facilities at Munson Medical Center for site plan approval be introduced and set for review and possible action at the October 4, 2016 Regular Meeting.**

In regard to the street vacation for a block of Sixth Street between Beaumont and Madison Streets and opening of a new street 200 feet north of this block, the Planning Commission will need to decide if a public hearing should be scheduled or not. Although, formal review by the Planning Commission is not required, as a matter of practice, the Planning Commission has reviewed street and alley vacations since it impacts land use and circulation patterns. According to the Planning Commission Bylaws, the “(Planning) Commission may hold a public hearing as is deemed advisable for public street and alley vacations and openings.” The City Commission is the body that formally makes a decision by resolution after holding a public hearing. The Planning Department is interested in receiving input from the Planning Commission on this matter.

If you do not feel that a public hearing regarding the street vacation is necessary, you do not need to take action at this time as the item will be considered for possible action at the October 4, 2016 meeting. If you find the submission to be complete and feel a public hearing is desired, the following motion would be appropriate:

**I move that the request by Steve Tongue, Vice President of Facilities at Munson Medical Center to vacate the 1100 Block of Sixth Street and the opening of a new street approximately 200 feet north of this block be introduced and scheduled for a public hearing for the October 4, 2016 Regular Meeting.**

RAS

Attachments: Special Land Use Permit Application  
Site Plan Review Application  
Letter from Christopher DeGood, Project Manager  
Site Plan dated 8/25/16  
Elevation and plan set dated 8/25/16  
Building Elevations dated 8/25/16  
MMC Master Site and Facility Plan dated June 14, 2016 (Approved by the Planning Commission)  
Alley Request Application and Diagram



August 25, 2016

Mr. Russ Soyring, AICP Planning Director  
City of Traverse City  
400 Boardman  
Traverse City, MI 49684

RE: **Munson Medical Center**  
**Family Birth and Children's Center**  
**AECOM Project 60505143**

Dear Mr. Soyring:

On behalf of Munson Health Care (MHC), AECOM submits the attached applications for the proposed Family Birth and Children's Center. As presented and approved at the Planning Commission on July 6, 2016 with our Master Site and Facilities Plan update, this site plan represents solutions for replacement of obsolete existing facilities that serve the following aspects of patient care:

- Neonatal Intensive Care (NICU)
- Maternity / Obstetrics
- Pediatrics
- Surgical Procedures
- Shelled Space for future conversion of older nursing units to a Private Bed model of care

The architect and Munson's Space Planning team spent over two years studying various options to accommodate the proposed program. These were narrowed down to seven options, which were graded. This application represents the plan that best provides for patient services, safety, and efficiency of care – including adjacency to Emergency, Radiology and Surgical Services Departments.

In order to facilitate community engagement, Munson has hosted neighborhood sessions to get input from Slabtown, Central Neighborhood and Kids Creek Commons. This – along with input from our Patient Family Advisory Council – has provided guidance to the design team. Finally – through the Master Site and Facilities Plan process, we have engaged the City Engineering and Planning Departments for input, as well as other City departments through the PIE meeting.

The proposed Family Birth and Children's Center is consistent with the Munson's Master Site and Facilities Plan approved by the City of Traverse City in June of 2016. We submit the attached documentation pursuant to the applications for both Planning Commission Site Plan Review and Special

Mr. Russ Soyring, AICP Planning Director  
Munson Medical Center  
August 25, 2016  
Page 2 of 2

Land Use Permit for a taller building in the H-2 zoning district. If these documents meet your requirements, we anticipate that the Planning Commission will review the application at their next meeting on Wednesday September 7, 2016.

If you have any questions relative to our proposal, please do not hesitate to contact me at your convenience.

Sincerely,

**AECOM**



Christopher G. DeGood, PE  
Project Manager  
Civil Engineering Manager Buildings+Places  
231.922.4285

Cc: Steve Tongue -Vice President Facilities, Munson Health Care  
Fred Wesolowski-Project Manager, URS

Attachments: Site Plan Review Application (14-copies)  
Special Land Use Application (14-copies)  
Site Development Plans (1-full size copy , 13-half size copies)  
Master Site and Facilities Plan (14-copies)  
Complete Legal Description of Munson Campus Property (14-copies)  
Traffic Study (1-complete original, 13-copies of Executive Summary)  
Three Dimensional Model (1-original)



City of Traverse City

### PLANNING COMMISSION SITE PLAN REVIEW APPLICATION\*

Planning Department, 400 Boardman, Traverse City MI 49684 (231) 922-4778 (231)922-4457 fax

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	\$200.00	DATE	
CHECK NO.		HEARING DATE	
RECEIPT NO.		PARCEL NUMBER	

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

Legal description: See Munson Medical Center Description of Property

Description of request: \_\_\_\_\_

**Site Plan Approval of Family Birth and Children's Center**

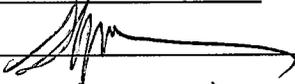
THE COMPLETED APPLICATION AND FOURTEEN (14) COPIES OF THE SITE PLAN SHALL BE SUBMITTED TO THE PLANNING DEPARTMENT A MINIMUM OF 21 DAYS PRIOR TO THE MEETING AT WHICH THE REQUEST WILL BE CONSIDERED FOR INTRODUCTION. THE SITE PLAN SHALL MEET ALL THE REQUIREMENTS OF TRAVERSE CITY CODE, CHAPTER 1366, SITE 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

Phone: (231) 935-6167 Fax: (231) 935-6924

Signature of owner(s):  Steve Tongue

Signature of applicant (if different than owner): \_\_\_\_\_

Relationship of applicant to owner: \_\_\_\_\_

\*For Planning Commission-approved special land use permits, planned unit developments or for land use permits for a use generating more than 500 motor vehicle trips per day.

**SITE PLAN REQUIREMENTS CHECKLIST**

Yes	No	Site plans are required to meet the following requirements:
✓		Filing fee
✓		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.)
✓		Drawn to scale with a scale on the plan
✓		Rendered on a minimum sheet size of 24 inches by 36 inches
✓		Legal description
✓		Property lines and dimensions
✓		North arrow
✓		Date
✓		Vicinity map
✓		Property owner's and applicant's name and address
✓		Preparer's name and address
✓		Street names
✓		Existing street and alley widths
✓		Location and width of utility easements
✓		Size and location of existing and proposed utilities and building service lines
✓		The zoning classification of the site and surrounding properties and, where applicable, the zoning request
✓		Required setback lines, lot size, lot coverage (impervious surface) and any variance to be requested
✓		The size and location of existing buildings and improvements on and adjacent to the subject parcel
✓		The existing building use and proposed building use, location, shape, building height, elevations, floor area and unit computations and dimensions and a description of all exterior building materials
NA		A land use tabulation summary provided in the margin of the plan indicating types of uses, acreage for each land use, number of units, densities and land use intensities
✓		The proposed number and location of parking spaces, maneuvering lanes, sidewalks, driveways and loading areas, and their dimensions and proposed points of access to the site from public streets and alleys

Yes	No	Site plans are required to meet the following requirements:
✓		The proposed location and dimensions of site drainage areas, walkways, landscaped areas, recreation areas, open space and screen walls
✓		Natural features, such as unique topographic features, wetlands, 100-year flood plain elevations, creeks, springs and others, with an indication as to which are proposed to be maintained, altered or removed during site development
NA		Any other information necessary to establish compliance with City ordinances.
✓		Landscaping - meets landscaping requirements of Chapter 1372
✓		Parking - meets parking requirements of Chapter 1374
<b>The following additional information if requested by the Planning Director:</b>		
NOTE 1		A report describing the soil types and the ability of soils to accommodate the proposed development.
✓		A tree location survey signed by an engineer, surveyor, landscape architect, showing all existing trees having a diameter at breast height of six inches or greater, the common and/or scientific names and the diameter at breast height of these trees, plus an indication of trees to be preserved, to be transplanted, or to be removed during site development. Closely grouped trees shall be designated by the predominate species represented, the number present and the diameter at breast height range of the group or clump.
✓		The existing and proposed topography at 2 foot intervals

NOTE 1: EXISTING HOSPITAL STRUCTURES DEMONSTRATE THE SUITABILITY OF THE SOIL TO ACCOMODATE THE PROPOSED PROJECT. ADDITIONAL INFORMATION CAN BE PROVIDED IF REQUESTED.

**CHECKLIST OF STANDARDS  
FOR GRANTING SITE PLAN APPROVAL**

Yes	No	
		The Planning Commission or Planning Director must consider the following standards for granting site plan approval. These items must be indicated on the site plan.
		Primary structures shall be oriented so that their main entrance faces the street upon which the lot fronts. If the development is on a corner lot, the main entrance may be oriented to either street or to the corner.
		All roof-mounted equipment, including satellite dishes and other communication equipment, must be screened from recreation trails or from public sidewalks adjacent to the site by a parapet wall or similar architectural feature.
		Reasonable visual and sound mitigation for all dwelling units shall be provided. Fences, walls, barriers and landscaping shall be used appropriately for the protection and enhancement of property and for the privacy of its occupants.
		Every principal building or groups of buildings shall be so arranged as to permit emergency access by some practical means to all sides.
		Every development shall have legal access to a public or private street.
		The development, where possible, shall provide vehicular and pedestrian circulation systems which reflect and extend the pattern of streets, pedestrian and bicycle ways in the area. Travelways which connect and serve adjacent development shall be designed appropriately to carry the projected traffic.
		A pedestrian circulation system shall be provided which is physically separated and insulated as reasonably possible from the vehicular circulation system.
		All parking areas shall be designed to facilitate safe and efficient vehicular and pedestrian circulation, minimize congestion at points of access and egress to intersecting roads, to encourage the appropriate use of alleys and minimize the negative visual impact of such parking areas.
		Where the opportunity exists, developments shall use shared drives. Unnecessary curb cuts shall not be permitted.
		All loading and unloading areas and outside storage areas, including areas for the storage of trash, which are visible from residential districts or public rights-of-way shall be screened by a vertical screen consisting of structural and/or plant materials not less than six feet in height.
		Exterior light sources shall be deflected downward and away from adjacent properties and rights-of-way and shall not violate night sky provisions of the Traverse City Code of Ordinances.
		Adequate utilities shall be provided to properly serve the development. All utilities shall be placed underground.
		Sites at which hazardous substances and potential pollutants are stored, used or generated shall be designed to prevent spills and discharges to the air, surface of the ground, groundwater, lakes, streams, rivers or wetlands.



City of Traverse City

### SPECIAL LAND USE PERMIT APPLICATION

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

Telefax (231) 922-4457

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

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

Property address: **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**

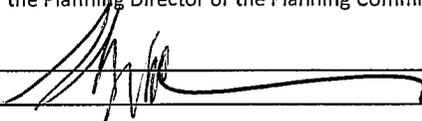
Applicant's name: **Steve Tongue, Vice President of Facilities**

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.*

## SITE PLANS - TRAVERSE CITY CODE - APPLICABLE CODE SECTIONS

### **1364.03 SPECIAL LAND USE APPLICATIONS.**

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

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

### **1364.02 GENERAL STANDARDS FOR APPROVAL.**

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

- (a) The use shall be designed, constructed, operated and maintained so as to be harmonious and compatible in appearance with the intended character of vicinity.
- (b) The use shall not be hazardous nor disturbing to existing or planned uses in the vicinity.
- (c) The use shall be served adequately by existing or proposed public infrastructure and services, including but not limited to, streets and highways, police and fire protection, refuse disposal; water, waste water, and storm sewer facilities; electrical service, and schools.
- (d) The use shall not create excessive additional requirements for infrastructure, facilities, and services provided at public expense.
- (e) The use shall not involve any activities, processes, materials, equipment or conditions of operation that would be detrimental to any person or property or to the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, odors or water runoff.
- (f) Where possible, the use shall preserve, renovate and restore historic buildings or landmarks affected by the development. If the historic structure must be moved from the site, the relocation shall be subject to the standards of this section.
- (g) Elements shall relate the design characteristics of an individual structure or development to existing or planned developments in a harmonious manner, resulting in a coherent overall development pattern and streetscape.
- (h) The use shall be consistent with the intent and purposes of the zoning district in which it is proposed.

# MASTER SITE & FACILITIES PLAN



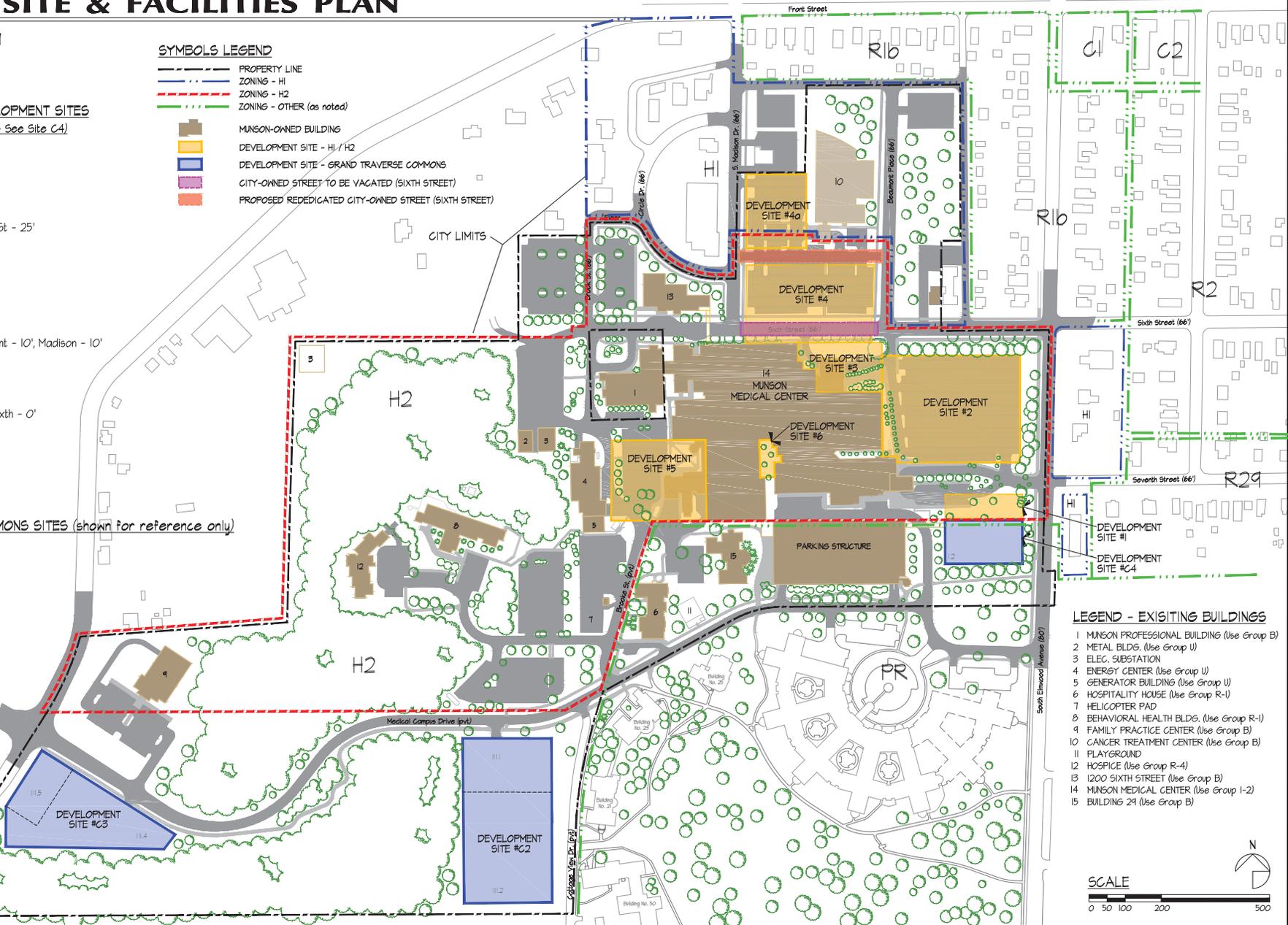
UPDATED: JUNE 14, 2016

## LEGEND - FUTURE DEVELOPMENT SITES

- DEVELOPMENT SITE #1 (partial - See Site C4)**  
 Use Group B / I-2  
 Maximum Height: 110ft  
 Setbacks: Elmwood - 25'
- DEVELOPMENT SITE #2**  
 Use Group B / I-2 / 5-2  
 Maximum Height: 110ft  
 Setbacks: Elmwood - 25', Sixth St - 25'
- DEVELOPMENT SITE #3**  
 Use Group I-2  
 Maximum Height: 110ft  
 Setbacks: Sixth St - 5'
- DEVELOPMENT SITE #4**  
 Use Group B / I-2 / 5-2  
 Maximum Height - 110'  
 Setbacks: Sixth St - 0', Beaumont - 10', Madison - 10'
- DEVELOPMENT SITE #4a**  
 Use Group B / I-2 / 5-2  
 Zone HI - Maximum Height - 45'  
 Zone H2 - Maximum Height - 110'  
 Setbacks (H2): Madison - 25', Sixth - 0'
- DEVELOPMENT SITE #5**  
 Use Group B / I-2 / 5-2  
 Maximum Height: 110ft
- DEVELOPMENT SITE #6**  
 Use Group I-2  
 Maximum Height: 110ft
- GRAND TRAVERSE COMMONS SITES (shown for reference only)**
- DEVELOPMENT SITE #C1**  
 Use Group B  
 Building 24  
 Existing Structure
- DEVELOPMENT SITE #C2**  
 Use Group B / I-2 / 5-2  
 Subzones III.1 and III.2  
 Maximum Stories: 6  
 Maximum Height: 84 ft  
 Maximum Density: 441,070 sf
- DEVELOPMENT SITE #C3**  
 Use Group B / I-2  
 Subzones III.4 and III.5  
 Maximum Stories: 2  
 Maximum Height: 29 ft  
 Maximum Density: 24,000 sf
- DEVELOPMENT SITE #C4**  
 Use Group B / I-2  
 Subzone I.2  
 Maximum Stories: 25  
 Maximum Height: 25  
 Maximum Density: 43,313 sf

## SYMBOLS LEGEND

- PROPERTY LINE
- ZONING - HI
- ZONING - H2
- ZONING - OTHER (as noted)
- MUNSON-OWNED BUILDING
- DEVELOPMENT SITE - HI / H2
- DEVELOPMENT SITE - GRAND TRAVERSE COMMONS
- CITY-OWNED STREET TO BE VACATED (SIXTH STREET)
- PROPOSED REDEDICATED CITY-OWNED STREET (SIXTH STREET)



## LEGEND - EXISTING BUILDINGS

- 1 MUNSON PROFESSIONAL BUILDING (Use Group B)
- 2 METAL BLDG. (Use Group U)
- 3 ELEC. SUBSTATION
- 4 ENERGY CENTER (Use Group U)
- 5 GENERATOR BUILDING (Use Group U)
- 6 HOSPITALITY HOUSE (Use Group R-1)
- 7 HELICOPTER PAD
- 8 BEHAVIORAL HEALTH BLDG. (Use Group R-1)
- 9 FAMILY PRACTICE CENTER (Use Group B)
- 10 CANCER TREATMENT CENTER (Use Group B)
- 11 PLAYGROUND
- 12 HOSPICE (Use Group R-4)
- 13 1200 SIXTH STREET (Use Group B)
- 14 MUNSON MEDICAL CENTER (Use Group I-2)
- 15 BUILDING 24 (Use Group B)



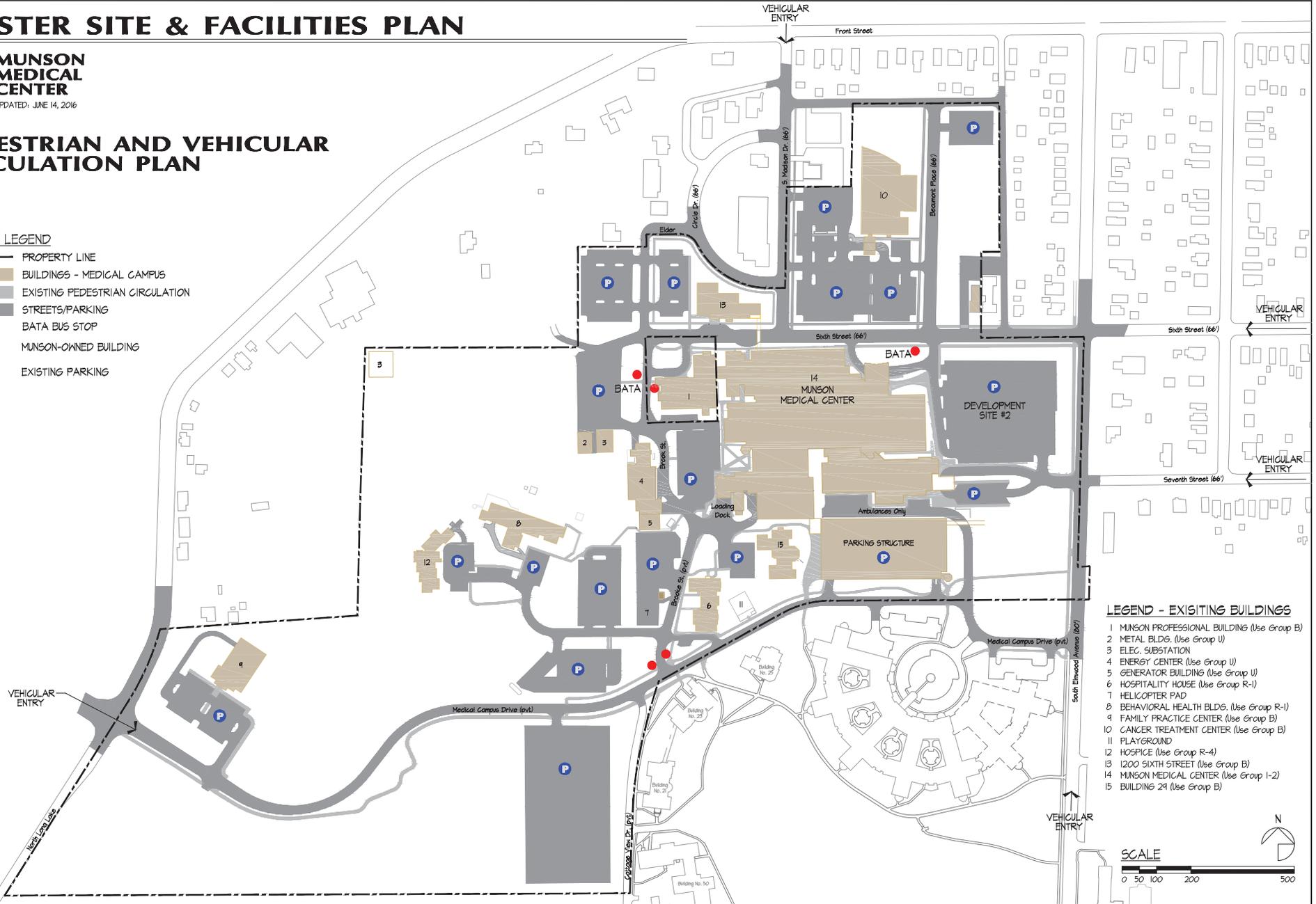
# MASTER SITE & FACILITIES PLAN



## PEDESTRIAN AND VEHICULAR CIRCULATION PLAN

### SYMBOLS LEGEND

- PROPERTY LINE
- BUILDINGS - MEDICAL CAMPUS
- EXISTING PEDESTRIAN CIRCULATION
- STREETS/PARKING
- BATA
- BATA BUS STOP
- MUNSON-OWNED BUILDING
- EXISTING PARKING



### LEGEND - EXISTING BUILDINGS

- 1 MUNSON PROFESSIONAL BUILDING (Use Group B)
- 2 METAL BLDG. (Use Group U)
- 3 ELEC. SUBSTATION
- 4 ENERGY CENTER (Use Group U)
- 5 GENERATOR BUILDING (Use Group U)
- 6 HOSPITALITY HOUSE (Use Group R-1)
- 7 HELICOPTER PAD
- 8 BEHAVIORAL HEALTH BLDG. (Use Group R-1)
- 9 FAMILY PRACTICE CENTER (Use Group B)
- 10 CANCER TREATMENT CENTER (Use Group B)
- 11 PLAYGROUND
- 12 HOSPICE (Use Group R-4)
- 13 1200 SIXTH STREET (Use Group B)
- 14 MUNSON MEDICAL CENTER (Use Group 1-2)
- 15 BUILDING 24 (Use Group B)



# MASTER SITE & FACILITIES PLAN



UPDATED: JUNE 14, 2016

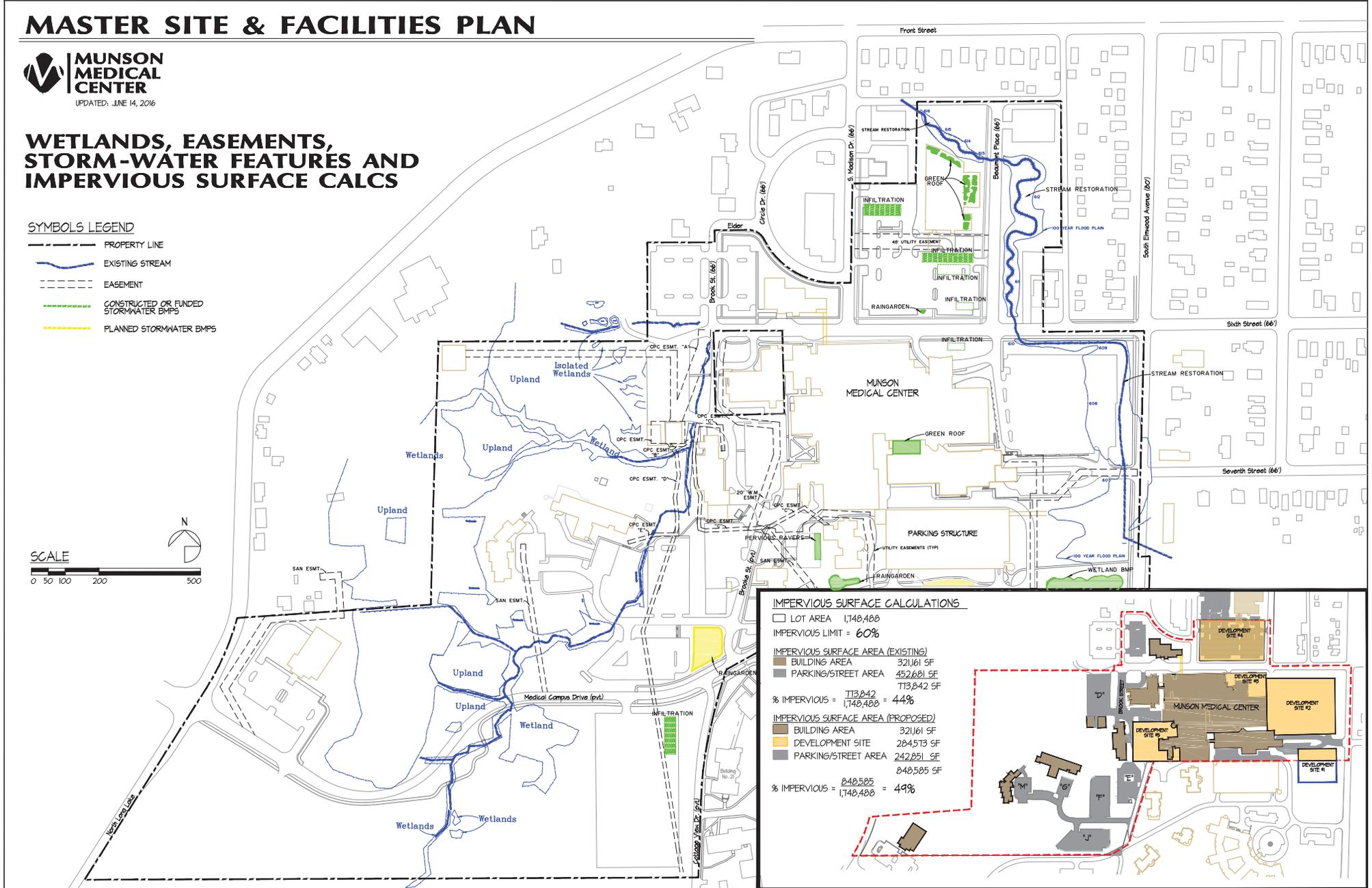
## WETLANDS, EASEMENTS, STORM-WATER FEATURES AND IMPERVIOUS SURFACE CALCS

### SYMBOLS LEGEND

- PROPERTY LINE
- EXISTING STREAM
- EASEMENT
- CONSTRUCTED OR FUNDED STORMWATER BMPs
- PLANNED STORMWATER BMPs

### SCALE

0 50 100 200 500



### IMPERVIOUS SURFACE CALCULATIONS

LOT AREA	1,748,488
IMPERVIOUS LIMIT	= 60%
<b>IMPERVIOUS SURFACE AREA (EXISTING)</b>	
BUILDING AREA	321,161 SF
PARKING/STREET AREA	432,681 SF
TOTAL	753,842 SF
% IMPERVIOUS	= 432,681 / 1,748,488 = 24.7%
<b>IMPERVIOUS SURFACE AREA (PROPOSED)</b>	
BUILDING AREA	321,161 SF
DEVELOPMENT SITE	284,513 SF
PARKING/STREET AREA	242,881 SF
TOTAL	848,555 SF
% IMPERVIOUS	= 848,555 / 1,748,488 = 48.5%

**Munson Medical Center**  
Traverse City, Michigan

**LEGAL DESCRIPTION OF PROPERTY**

**Main Campus (Approx. 74.24 Gross Acres)**

The land in the Southwest ¼ of the Southeast ¼ of Section 4, Township 27 North, Range 11 West, City of Traverse City, State of Michigan, described as commencing at the point of intersection of the centerline of Sixth Street and the centerline of Elmwood Avenue, thence South 1°12'20" West, 530.16 feet to a point; thence South 89°47'10" West, 1314.17 feet to the North and South ¼ line of Section 4, Township 27, North Range 11 West; thence North 2°09'40" East along said North and South ¼ line, 530.42 feet to the centerline of Sixth Street; thence North 89°47'10" East, 1307.31 feet along the centerline of Sixth Street to the point of beginning.

EXCEPT, that portion leased by the Munson Medical Partners, more particularly described as:

“Parcel 6” on ALTA survey more particularly described as:

Commencing at the intersection of the centerlines of Sixth Street and Elmwood Avenue; thence South 89° 47' 10" West, 1074.42 feet along the centerline of said Sixth Street to the Point of Beginning; thence South 01°28'32" East, 245.1 feet along the East line of the proposed Medical Office Building and said building line extended; thence along the Northerly edge of a proposed parking lot, the following courses: South 88°32'59" West, 49.46 feet; thence Northwesterly 12.57 feet along the arc of an 8.00 foot radius curve to the right, the long chord of which bears North 46°27'01" West, 11.31 feet; thence North 01°27'01" West, 12.00 feet; thence South 88°32'59" West, 104.00 feet; thence South 01°27'01" East 7.97 feet; thence Southwesterly 23.92 feet along the arc of a 9.00 foot radius curve to the right, the long chord of which bears South 74°41'59" West 17.48 feet; thence leaving said edge of parking lot and along the back of the Easterly curb of relocated Red Drive (now Brook Street), the following courses: North 29°09'01" West 19.56 feet; thence Northwesterly 33.38 feet along the arc of a 58.00 foot radius curve to the right, the long chord of which bears North 12°39'40" West, 32.92 feet; thence North 03°49'41" East, 71.57 feet; thence Northeasterly 80.24 feet along the arc of a 992.07 foot radius curve to the left, the long chord of which bears North 01°30'39" East, 80.22 feet; thence Northeasterly 31.62 feet along the arc of a 20.00 foot radius curve to the right, the long chord of which bears North 44°29'24" East, 28.43 feet; thence leaving said back of curb, North 00°12'50" West, 20.00 feet to a point on said centerline of Sixth Street; thence North 89°47'10" East, 162.27 feet along said centerline of Sixth Street to the Point of Beginning.

Said parcel contains 14.93 acres, more or less.

Subject to the right-of-way for Sixth Street over the North 33 feet thereof. And any other easements or restrictions, if any. Recorded at Liber 0767 Page 883.

AND: A certain portion of land situated and being in Sections 4 and 9, Town 27 North, Range 11 West, City of Traverse City, Grand Traverse County, Michigan, more particularly described as:

A parcel of land commencing at the South quarter corner of Section 4; thence North 2°08'53" East, 232.18 feet (previously recorded as North 2°09'40" east) along the North and South quarter line of Section 4 to the point of beginning; thence South 89°47'10" West, 770.04 feet; thence South 1°55'50" West, 281.10 feet parallel with the West line of Section 4; thence South 86°09'22" West, 587.24 feet along the South line of Section 4 to the centerline of County Road 610; thence Southwesterly 223.87 feet along the centerline and the arc of a 781.31 road radius curve to the right, the long chord of which bears South 24°38'27" West, 223.11 feet; thence South 32°50'50" West, 1.76 feet along the centerline; thence North 89°47'10" East,

1,500.61 feet to the Westerly right-of-way line of a 33 foot wide road; thence North 15°03'40" East, 243.24 feet along the right-of-way line; thence Northeasterly 218.64 feet along the right-of-way line and the arc of a 5,413.81-foot radius curve to the right, the long chord of which bears North 16°13'05" East, 218.62 feet; thence North 17°22'30" East, 81.47 feet; thence South 89°47'10" West, 189.81 feet to the point of beginning, containing approximately 13.84 acres.

The land in the Southwest ¼ of Section 4, Township 27 North, Range 11 West, City of Traverse City, State of Michigan, described as commencing at the point of intersection of the centerline of Sixth Street and the centerline of Elmwood Avenue, thence South 89°47'10" West, 1307.31 feet along the centerline of Sixth Street; thence South 02°18'38" West, 33.03 feet more or less to the southerly right of way of Sixth Street also being the POINT OF BEGINNING; thence South 89°33'50" West, 772.06 feet; thence South 01°55'50" West, 495.31 feet; thence North 89°47'10" East, 770.04 feet; thence North 02°09'02" East, 497.39 feet to the Point of Beginning. (Energy Center Parcel lying north of Behavioral Health BLDG.) Said parcel contains 8.8 acres, more or less.

Parcel B

Part of the South ½ of Section 4 and Part of the Northeast fractional quarter, Section 9, Town 27 North, Range 11 West, City of Traverse City, Grand Traverse County, Michigan, more fully described as:

Commencing at the West ¼ corner of said Section 9; thence North 00°54'19" East, 962.96 feet along the West line of said Section 9 to a point South 00°54'19" West, 300 feet from the centerline of County Road 610 (Long Lake Road); thence East, 1613.66 feet; thence North, 1593.02 feet to the South line of a parcel described in Liber 462, Page 363; thence North 88°52'15" East, 1098.78 feet along the Southerly line of said parcel described in Liber 462, Page 363; thence North 14°08'31" East, 82.92 feet to the POINT OF BEGINNING; thence continuing North 14°08'31" East, 160.31 feet; thence Northeasterly, 218.64 feet along the arc of a 5,413.81 foot radius curve to the right, the central angle of which is 02°18'50" and the long chord of which bears North 15°17'56" East, 218.62 feet; thence North 16°27'21" East, 81.47 feet; thence North 88°46'27" East, 1125.96 feet; thence South 00°00'59" West, 144.09 feet along the centerline of Elmwood Avenue; thence North 84°59'04" East, 38.66 feet along the North line of said Section 9; thence South 00°48'36" West, 98.03 feet parallel with and 40 feet Easterly of the East 1/8 line of said Section 9; thence South 88°49'37" West, 615.93 feet; thence North 01°10'23" West, 33.00 feet; thence South 88°49'37" West, 145.20 feet; thence Southwesterly, 163.42 feet along the arc of a 333.00 foot radius curve to the left, the central angle of which is 28°07'02" and the long chord of which bears South 74°46'06" West, 161.78 feet; thence South 60°42'35" West, 418.47 feet to the Point of Beginning.

Said Parcel contains 7.03 acres, more or less.

Subject to the rights of way of Red Drive and Elmwood Avenue over a portion thereof.

Subject to any and all easements, restrictions and reservations of record.

Parcel C

Part of the Northeast fractional quarter, Section 9, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County, Michigan, more fully described as:

Commencing at the West ¼ corner of Section 9; thence North 00°54'19" East, 962.96 feet along the West line of said Section 9 to a point South 00°54'19" West, 300 feet from the centerline of County Road 610 (Long Lake Road); thence East, 1613.66 feet; thence North, 1029.60 feet to the POINT OF BEGINNING; thence South 88°52'15" West, 755.39 feet; thence North 31°55'10" East, 589.03 feet along the centerline of County Road 610 (Long Lake Road); thence South 58°14'00" East, 426.36 feet; thence Southeasterly, 89.01 feet along the arc of a 311.00 foot radius curve to the left, the central angle of which is 16°23'57" and the long chord of which bears South 66°25'58" East, 88.71 feet; thence North, 69.16 feet; thence Northwesterly, 51.78 feet along the arc of a 245.00 foot radius curve to the right, the central angle of which

is 12°06'32" and the long chord of which bears North 64°17'16" West, 51.68 feet; thence North 58°14'00" West, 426.18 feet; thence North 31°55'10" East, 17.00 feet along the centerline of County Road 610 (Long Lake Road) ; thence North 88°52'15" East, 1537.32 feet along the South line of a parcel described in Liber 462, Page 363; thence South 09°27'57" West, 380.56 feet; thence South 00°59'40" West, 189.36 feet; thence South 88°52'15" West, 1071.45 feet to the Point of Beginning.

Said parcel contains 20.88 acres, more or less.

Subject to the rights of way of Red Drive and Elmwood Avenue over a portion thereof.

Subject to any and all easements, restrictions and reservations of record.

Plus, the following properties located north of Sixth Street, more particularly described as:

Lots 1, 2, 3, 4, 5, and 6 of the Westbrook Addition to Traverse City and Garfield Township, Grand Traverse County, Michigan (Development Site #1-Heart Center) (Located in the City) 1.35 Acres.

Lots A, B, C, and the South 50' Lot D, Westbrook Addition to Traverse City and Garfield Township, Grand Traverse County, Michigan. (Parking Lot on W. side Brook St. West of Heart Center) (Located in Garfield Twp.) 1.01 Acres.

Lot 13, Block 1, Lay Park Addition to Traverse City, Michigan; EXCEPT: That part thereof lying within the circumference of a circle of 50 foot radius with the center thereof located on the centerline of Beaumont Place (formerly Monroe Street) on a point 17 feet south of the north line of said Lot 13 extended.

AND:

Lots 14, 15, 16, 17, 18, 19, 20, 21, 22, 23 and 24, Block 1, Lay Park Addition to Traverse City, Michigan; EXCEPT: The East 50 feet of Lots 21, 22, 23, and 24 thereof. (Tributary A and proposed Garden Apt.'s Parking Lot) 2.18 Acres.

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 17, 18, 19, 20, 21, 22, 23 and 24, Amended Plat of Lots 1 through 24 and vacated alley, Block 2, Lay Park Addition to Traverse City, Michigan. (Cancer Center) 4.22 Acres.

NOTE: THE PARCEL DESCRIPTIONS ABOVE WERE PULLED FROM MANY DIFFERENT SOURCES DATING BACK TO 1959. THE ACCURACY OF THE DESCRIPTIONS PROVIDED SHOW AREAS OF MATHEMATICAL MIS-CLOSURES AND THE BEARING BASIS MAY NOT BE THE SAME FROM ONE DESCRIPTION TO THE OTHER.

# Executive Summary

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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 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

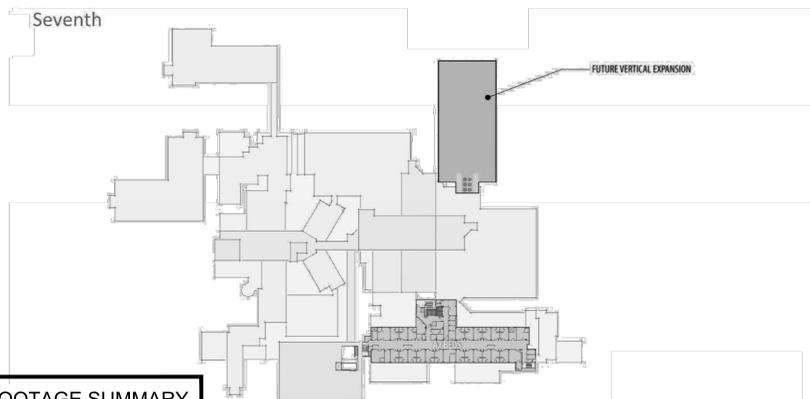
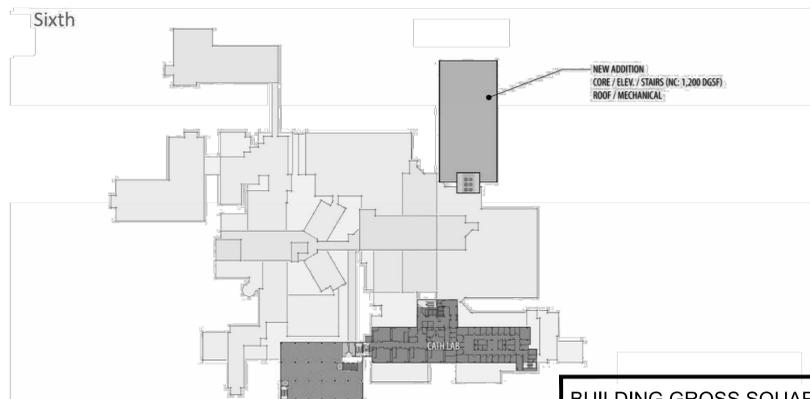
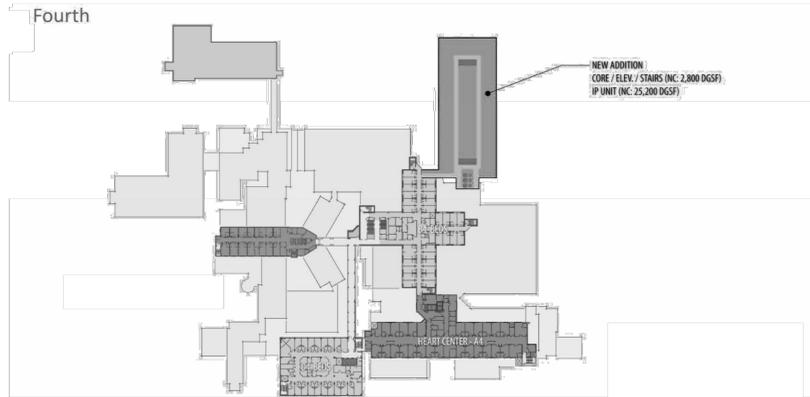
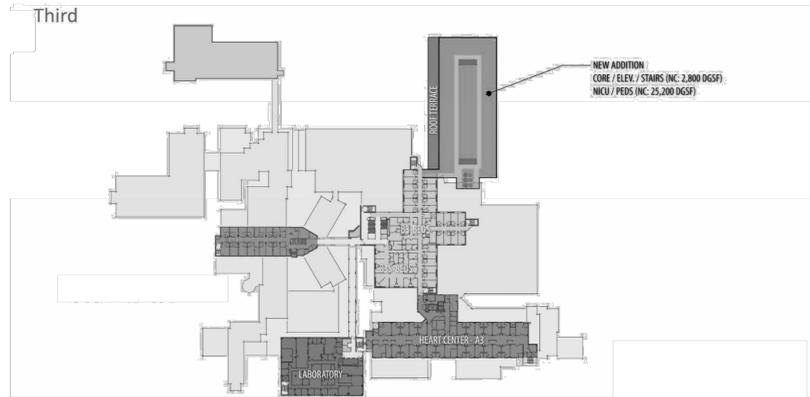
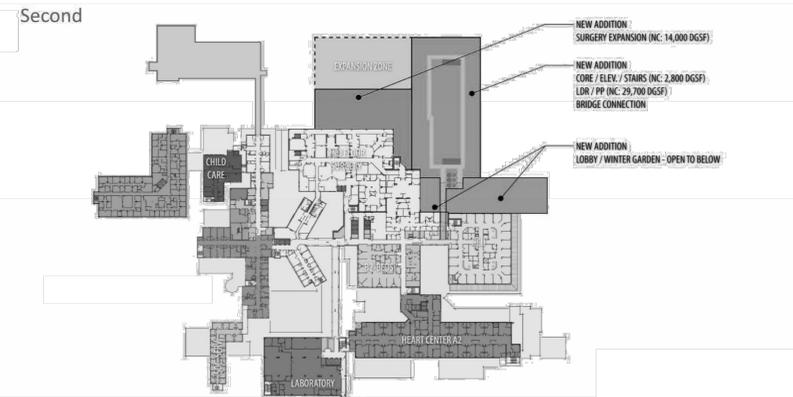
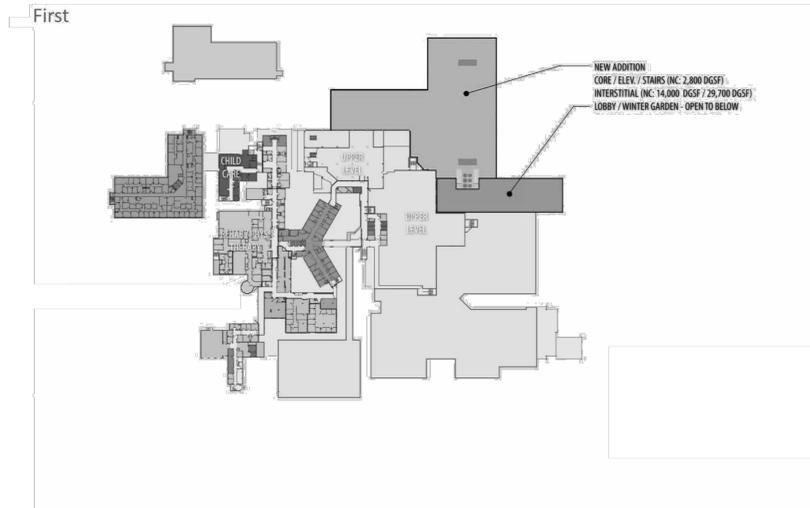
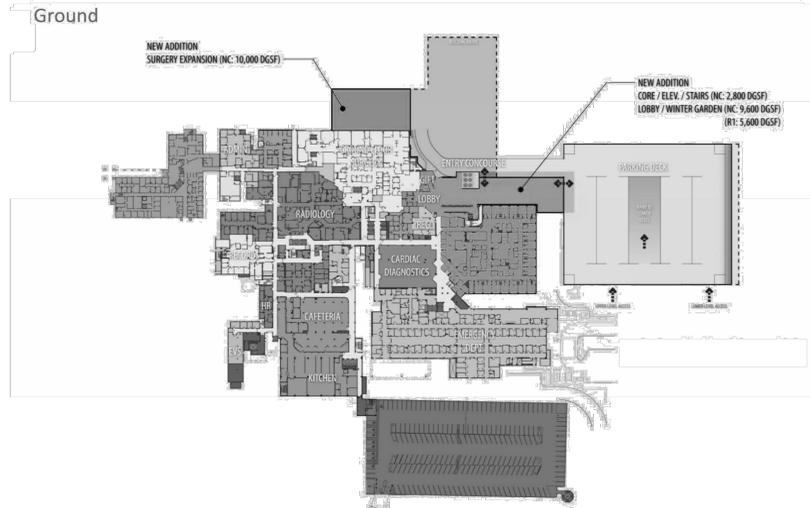
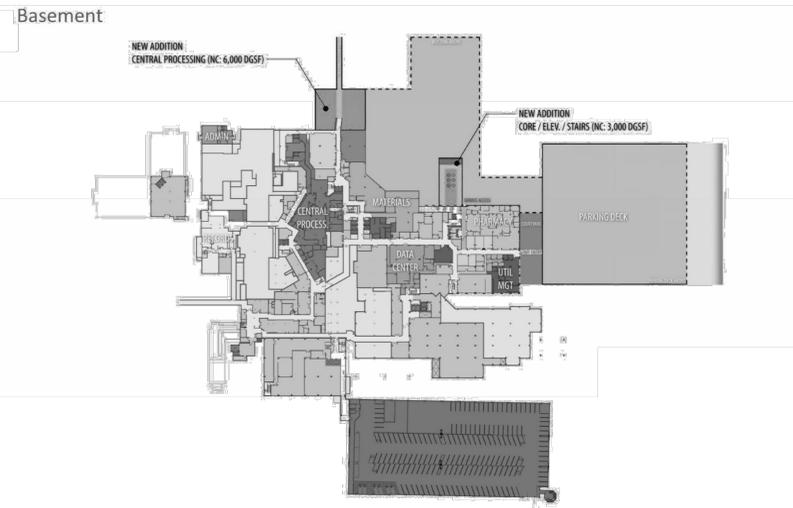
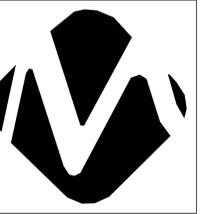
Applying the above trips to base year (2018) peak-hour traffic volumes resulted in opening year (2018) peak-hour volumes that include the reassigned and new development trips. The opening year (2018) analysis reveals that all intersection movements are projected to maintain an acceptable level of service ("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).

## **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 movement which operates at LOS “F”. However these movements entail low volumes and short traffic queues.
- 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 are expected to have little or no additional impact on traffic operations at any of the study area intersections in opening year 2018.





BUILDING GROSS SQUARE FOOTAGE SUMMARY	
BASEMENT	9,000 SF
FLOOR 1	28,000 SF
FLOOR 2	46,500 SF
FLOOR 3	46,500 SF
FLOOR 4	28,000 SF
FLOOR 5	28,000 SF
FLOOR 6	25,500 SF
FLOOR 7	25,500 SF
<b>TOTAL BGSF</b>	<b>211,500 SF</b>

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 SLUP

DRAWN BY: CGD CHECKED BY: MANAGER: FJW  
AECOM - PROJECT NO.: 60505143

**BUILDING GROSS SQUARE FOOTAGE PLANS**

08/25/2016 9:55:34 AM  
SCALE:



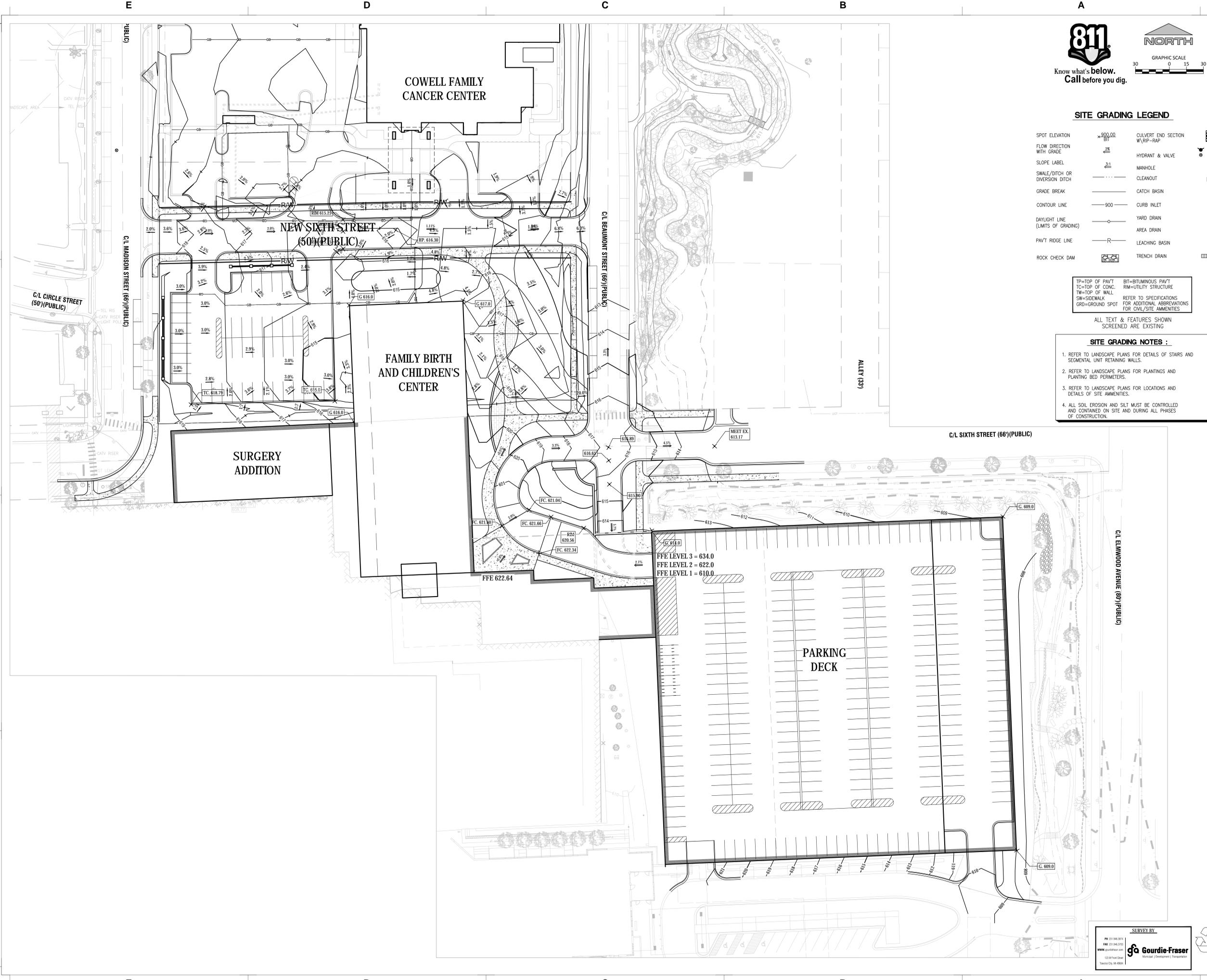








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**811**  
 Know what's below.  
 Call before you dig.

**NORTH**

GRAPHIC SCALE  
 30 0 15 30

**SITE GRADING LEGEND**

SPOT ELEVATION	× 900.00 BT	CULVERT END SECTION	▨
FLOW DIRECTION WITH GRADE	→	W/RIP-RAP	▨
SLOPE LABEL	3:1	HYDRANT & VALVE	⊕
SWALE/DITCH OR DIVERSION DITCH	---	MANHOLE	⊙
GRADE BREAK	---	CLEANOUT	⊙
CONTOUR LINE	— 900	CATCH BASIN	▣
DAYLIGHT LINE (LIMITS OF GRADING)	○	CURB INLET	▣
PAV'T RIDGE LINE	— R	YARD DRAIN	▣
ROCK CHECK DAM	▨	AREA DRAIN	▣
		LEACHING BASIN	⊙
		TRENCH DRAIN	▨

TP=TOP OF PAV'T  
 TC=TOP OF CONC.  
 TW=TOP OF WALL  
 SW=SIDEWALK  
 GRD=GROUND SPOT  
 BIT=BITUMINOUS PAV'T  
 BIM=UTILITY STRUCTURE  
 REFER TO SPECIFICATIONS FOR ADDITIONAL ABBREVIATIONS FOR CIVIL/SITE AMENITIES

- SITE GRADING NOTES :**
- REFER TO LANDSCAPE PLANS FOR DETAILS OF STAIRS AND SEGMENTAL UNIT RETAINING WALLS.
  - REFER TO LANDSCAPE PLANS FOR PLANTINGS AND PLANTING BED PERIMETERS.
  - REFER TO LANDSCAPE PLANS FOR LOCATIONS AND DETAILS OF SITE AMENITIES.
  - ALL SOIL EROSION AND SILT MUST BE CONTROLLED AND CONTAINED ON SITE AND DURING ALL PHASES OF CONSTRUCTION.

**AECOM**  
 ARCHITECTS • ENGINEERS • PLANNERS  
 3950 Sparks Drive, SE  
 Grand Rapids, MI 49546  
 United States  
 P: 616 574 8500 F: 616 574 8542  
 http://www.AECOM.com



**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 SLUP

DRAWN BY: PDR  
 CHECKED BY: MANAGER  
 FJW  
 AECOM PROJECT NO.  
 60505143

**SITE GRADING PLAN**

08/24/2016 10:47:45 PM  
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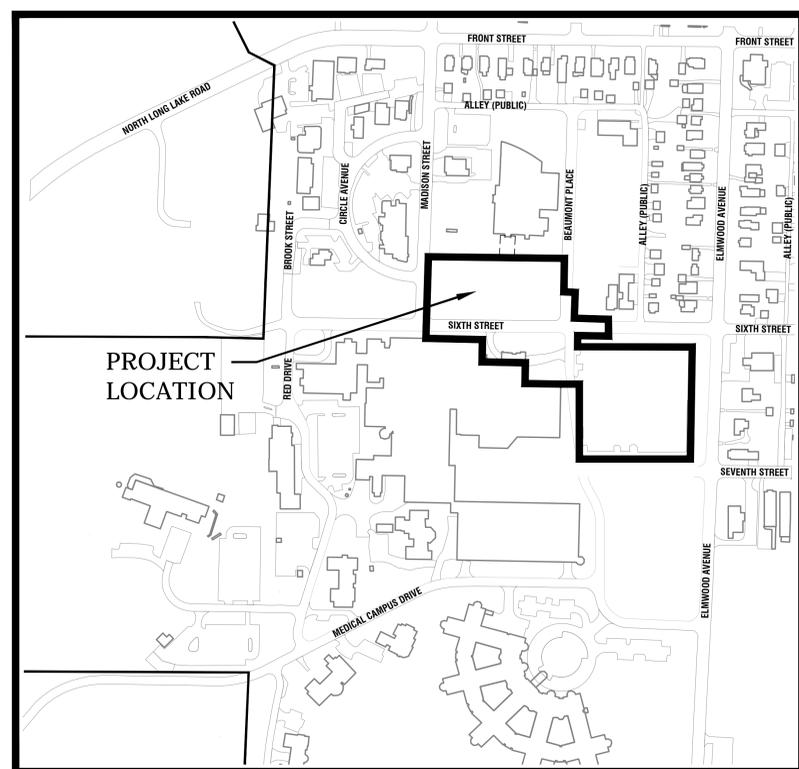
SURVEY BY  
**Ga** Gourdie-Fraser  
 123 99 First Street  
 Traverse City, MI 49684







# MUNSON MEDICAL CENTER FAMILY BIRTH AND CHILDREN'S CENTER



**VICINITY MAP**

**DRAWING INDEX**  
# DRAWING NAME

INDEX #	DRAWING NAME
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**

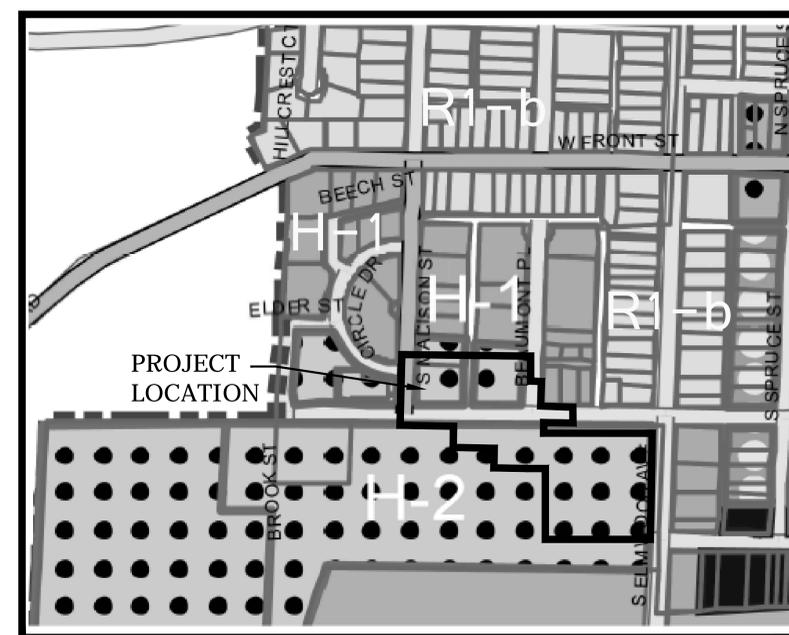
MUNSON MEDICAL CENTER  
1105 6TH STREET  
TRAVERSE CITY, MI 49684

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. DECOOD, PE  
SENIOR CIVIL ENGINEER



**ZONING MAP**

NOT TO SCALE

SHEET REVISIONS		
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

DRAWN BY: PDR CHECKED BY: CSD MANAGER: FJW

AECOM PROJECT NO.  
**60505143**

**SITE PLAN**

08/25/2016 9:54:49 AM  
SCALE:



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

**T1.1**

C:\Projects\60505143 - MACTUS\CADD\PL\T1-1-TC PLAN REVIEW COVERSHEET.dwg August 25, 2016 - 9:54am Chris\_DeGood XREFS: [ \UTIL\MK2 ]



Missy Luick <m luick@traversecitymi.gov>

---

## zoning amendment

1 message

---

Michael Powers <mpowers@keen-minds.com>

Mon, Aug 29, 2016 at 12:03 PM

To: Missy Luick <m luick@ci.traverse-city.mi.us>, Dave Weston <dweston@traversecitymi.gov>

Thank you for your help. I made an attempt below at the request. If you have any suggested edits please let me know.  
Thank you

We would like you to consider our request to amend the zoning code 1347.01 to allow for a coffee roastery.

We believe this is important to enhance the village like atmosphere which is intended for the D district. Including the roastery as apart of the cafe allows for customers to connect with the process of how the coffee is processed. It provides an opportunity to provide authenticity of the product for our customers.

--

Mike Powers | [Keen Technical Solutions, LLC](#) | Energy Solutions Consultant  
T: +888-675-7772 | O: +231-421-3175 | Fax: +888-675-7774 | Cell: +231-394-1581  
Email: [mpowers@keen-minds.com](mailto:mpowers@keen-minds.com) | Web Site: [www.keen-minds.com](http://www.keen-minds.com)  
Mailing Address: PO Box 2109, Traverse City, MI 49685  
Shipping Address: 800 Cottage View Drive, Suite 1042, Traverse City, MI 49684  
[Helping Clients Conserve Today - To Preserve Tomorrow](#)

Linda Koebert  
319 Washington  
Traverse City, MI 49684

August 25, 2016

Re: Bayfront Chairs



Howdy folks,

Sorry to miss the meeting, but our daughter is expecting Grandbaby Dos this week in Houston, so duty calls!

Want you to know about the Blue Chair campaign I've launched to try to raise funds to purchase more of the durable Adirondack chairs that are already scattered at Clinch Park. They are a beautiful and practical addition to the bayfront and help create places to gather.

Our online crowdsourcing is going relatively well and can be accessed at:  
<https://www.gofundme.com/25arkjnc>

We have also been accepting checks made out to the "City of Traverse City" and handled by James Henderson, Deputy Treasurer. We are just shy of \$2000 raised as of this writing, and Gary Howe is approaching the City Commission and Parks and Rec for support.

I'd appreciate if you could post the gofundme link on your Facebook, if you have one. It is promoted on the city website and the chairs are also available in the city gift catalog for folks or groups who want to dedicate a chair.

In that vein, 3 of us have already contributed enough money to get us 2/3 of the way to a 2016 Planning Commissioners chair. I'm wondering if a few more of you would like to get involved to bring us to the \$625 total needed for a chair and dedication plaque.

If you are willing and able, please send your check directly to Mr. Henderson with a note that the money is for the Blue Chairs campaign. It would be much appreciated. We would love to have at least a few of the chairs ready for leisurely autumn bay viewing.

Thanks for all you do and give to the city.

Linda Koebert