

**City Commission Ad Hoc Interview Committee**  
***Board of Zoning Appeals***



**4:00 PM**

**Tuesday, July 22, 2014**

**Located in: The Second Floor Conference Room**  
**Governmental Center**  
**Traverse City, MI 49684**  
**Posted: Friday, July 18, 2014**

If you are planning to attend the meeting and you have a disability requiring any special assistance at the meeting, please notify the City Clerk, immediately.

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. Kelli Schroeder, Human Resources Generalist, 400 Boardman Avenue, Traverse City, Michigan, 49684, 922-4440, TDD 922-4412, has been designated to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice Regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the ADA Coordinator.

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

**AGENDA**

1. Consideration of selecting a secretary for the duration of the committee.
2. Consideration of interviews to make recommendation for the Board of Zoning Appeals.
7. Public Comment.
8. Adjournment.

The City of Traverse City

Office of the City Clerk

GOVERNMENTAL CENTER  
400 Boardman Avenue  
Traverse City, MI 49684  
(231) 922-4480  
tcclerk@traversecitymi.gov



April 1, 2014

RECEIVED

JUN 30 2014

CITY OF TRAVERSE CITY  
CITY CLERKS OFFICE

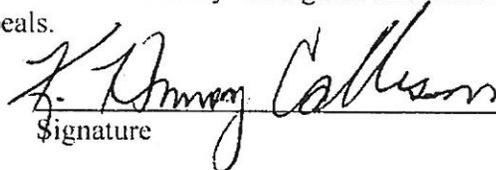
Ms. Kathryn Henning-Callison  
421 E. State St, Apt. 6  
Traverse City, MI 49686

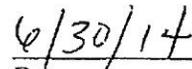
Dear Ms. Henning-Callison:

Subject: Term expiring – Board of Zoning Appeals

As you are aware, your appointment to the Board of Zoning Appeals expires on June 30, 2014. On behalf of the City Commission, I respectfully request that you sign below to indicate if you wish to be reappointed.

Please allow this to serve as my willingness and desire to be considered as a member on the Board of Zoning Appeals.

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Date

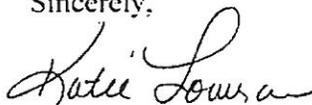
It is with regret that I do not wish to be considered for another term on the Board of Zoning Appeals.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

We will forward your response to the appointing authority for its consideration. On behalf of the City of Traverse City, thank you for your dedicated service to this community; it is greatly appreciated! If I may ever be of assistance, please do not hesitate to contact me.

Sincerely,



Katie Lowran  
Deputy City Clerk

copy: David Weston, Zoning Administrator

The City of Traverse City

Office of the City Clerk

GOVERNMENTAL CENTER  
400 Boardman Avenue  
Traverse City, MI 49684  
(231) 922-4480  
tcclerk@traversecitymi.gov



April 1, 2014

Mr. Douglas Donaldson  
326 W. Seventh St.  
Traverse City, MI 49684

RECEIVED

APR 07 2014

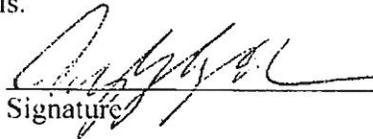
CITY OF TRAVERSE CITY  
CITY CLERKS OFFICE

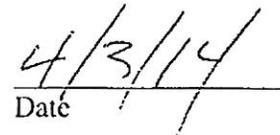
Dear Mr. Donaldson:

Subject: Term expiring – Board of Zoning Appeals

As you are aware, your appointment to the Board of Zoning Appeals expires on June 30, 2014. On behalf of the City Commission, I respectfully request that you sign below to indicate if you wish to be reappointed.

Please allow this to serve as my willingness and desire to be considered as a member on the Board of Zoning Appeals.

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Date

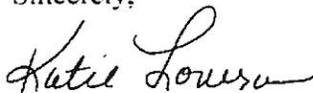
It is with regret that I do not wish to be considered for another term on the Board of Zoning Appeals.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

We will forward your response to the appointing authority for its consideration. On behalf of the City of Traverse City, thank you for your dedicated service to this community; it is greatly appreciated! If I may ever be of assistance, please do not hesitate to contact me.

Sincerely,



Katie Lowran  
Deputy City Clerk

copy: David Weston, Zoning Administrator

The City of Traverse City

Office of the City Clerk

GOVERNMENTAL CENTER  
400 Boardman Avenue  
Traverse City, MI 49684  
(231) 922-4480  
tcclerk@traversecitymi.gov



April 1, 2014

**RECEIVED**

**JUN 09 2014**

**CITY OF TRAVERSE CITY  
CITY CLERKS OFFICE**

Ms. Jennifer Jones  
215 E. 11<sup>th</sup> St.  
Traverse City, MI 49684

Dear Ms. Jones: *Jennifer*

Subject: Term expiring – Board of Zoning Appeals

As you are aware, your appointment to the Board of Zoning Appeals expires on June 30, 2014. On behalf of the City Commission, I respectfully request that you sign below to indicate if you wish to be reappointed.

Please allow this to serve as my willingness and desire to be considered as a member on the Board of Zoning Appeals.

*[Handwritten Signature]*  
\_\_\_\_\_  
Signature

*6/3/14*  
\_\_\_\_\_  
Date

It is with regret that I do not wish to be considered for another term on the Board of Zoning Appeals.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

We will forward your response to the appointing authority for its consideration. On behalf of the City of Traverse City, thank you for your dedicated service to this community; it is greatly appreciated! If I may ever be of assistance, please do not hesitate to contact me.

Sincerely,

*Katie Lowran*

Katie Lowran  
Deputy City Clerk

copy: David Weston; Zoning Administrator

*Hi Jen!  
I hope you  
are doing well!  
KLo.*



# City of Traverse City Application to Become Involved

Board(s)/Committee(s) on which you are interested in serving: City Planning  
/ Board of Zoning Appeals

(Please limit to three boards/committees)

Name: Bradley Matson E-Mail Address: bcmatson@gmail.com

Address: 309 E 8th St. Traverse City MI 49684  
(Street) (City) (State) (Zip)

Occupation: Web Developer (if retired, please provide your career)

Home telephone number: (231) 342 8389 Work telephone number: ( ) same

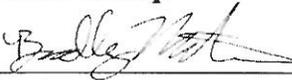
We would appreciate your answering the following questions, which simply assist the City Clerk's Office in meeting the requirements of certain City boards and committees.

Are you a registered City voter? yes Do you reside within the city limits? yes  
Do you own taxable property within the City? yes Are you a downtown district (DDA) resident? yes  
Do you have Aownership interest @ in downtown district (DDA) property? yes Are you in default to the City? no  
Are you an officer, member, principal, or employee of a legal entity owning property interest located in the downtown district (DDA)? yes  
Are you a resident of a complex operated by the City? no Do you live within the Traverse City Light and Power service area? yes  
Are you or are any of your immediate family members employees of any level of the legislative, judicial or executive branch of government? no  
Are you or are any of your immediate family members a member of any other City board or Committee? no  
If yes, which? \_\_\_\_\_

Please attach a brief letter sharing with us the following information:

- Why are you applying for a city board or committee seat?
- How do you believe your appointment would benefit the city?
- Any other helpful information relevant to your application.

**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 from the applicant as it may be requested to do so as permitted by the Freedom of Information Act, MCL 15.231 et seq.**

  
Signature

3/19/14  
Date

Thank you for your application.... volunteers secure our community's beauty and promote its enhancement!  
– Benjamin C. Marentette, City Clerk

Please return this application, with your letter, to: City Clerk, 400 Boardman Avenue, Traverse City, MI 49684. Please feel free to contact our office at (231) 922-4480 with any questions.

K:\TCCLERK\Forms\boardapplication.doc

**Board of Zoning Appeals Application Letter**

**Why are you applying for a city board or committee seat?**

I'd love to see Traverse City become a sustainable example of livability, natural beauty, and forward thinking. This is the type of place I would want my children to grow up in and I think we each play a part in affecting the future of TC. In the short-term this means becoming an educated citizen on the many issues facing our community and also leading the community to discover forward thinking ideas that will benefit TC in the years to come.

**How do you believe your appointment would benefit the city?**

As a 29 year old raised in Traverse City, I believe that I would bring a unique perspective to the committee and help provide insight into the young professional perspective of the City. I believe that it is in TC's best interest to make the town attractive to young professionals and creative talent that may want to move to here.

**Any other helpful information relevant to your application.**

I grew up in Traverse City and attended Hope College in Holland, MI. In 2009, I met my wife, Kirsten, at the TCFF. Soon after, we moved to Tucson, AZ to work for a tech company. Upon returning to town in 2012, we founded CoWharf Coworking space on Front St. and have been involved in making Traverse City more livable for young professionals and creative talent with the newly founded ThinkTC group. My wife and I live on the corner of Cass and 10th St.



## City of Traverse City Application to Become Involved

Board(s)/Committee(s) on which you are interested in serving: Garfield Rec. Comm. (1), Board Of Zoning Appeals (2) Human Rights Comm. (3)

(Please limit to three boards/committees)

Name: Mattias F Johnson E-Mail Address: tias.johnson@gmail.com

Address: 402 w. 15th St. Traverse City MI 49684  
(Street) (City) (State) (Zip)

Occupation: Attorney (if retired, please provide your career)

Home telephone number: (231) 883-1456 Work telephone number: ( )

We would appreciate your answering the following questions, which simply assist the City Clerk's Office in meeting the requirements of certain City boards and committees.

Are you a registered City voter?  Yes Do you reside within the city limits?  Yes  
 Do you own taxable property within the City?  No Are you a downtown district (DDA) resident?  No Do you have Aownership interest @ in downtown district (DDA) property?  No Are you in default to the City?  No Are you an officer, member, principal, or employee of a legal entity owning property interest located in the downtown district (DDA)?  No  
 Are you a resident of a complex operated by the City?  No Do you live within the Traverse City Light and Power service area?  Yes Are you or are any of your immediate family members employees of any level of the legislative, judicial or executive branch of government?  No  
 Are you or are any of your immediate family members a member of any other City board or Committee?  No  
 If yes, which? \_\_\_\_\_

Please attach a brief letter sharing with us the following information:

- Why are you applying for a city board or committee seat?
- How do you believe your appointment would benefit the city?
- Any other helpful information relevant to your application.

**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 from the applicant as it may be requested to do so as permitted by the Freedom of Information Act, MCL 15.231 et seq.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Thank you for your application.... volunteers secure our community's beauty and promote its enhancement!  
 – Benjamin C. Marentette, City Clerk

Please return this application, with your letter, to: City Clerk, 400 Boardman Avenue, Traverse City, MI 49684. Please feel free to contact our office at (231) 922-4480 with any questions.

K:\TCCLERK Forms\boardapplication.doc

RECEIVED

MAY 09 2014

CITY OF TRAVERSE CITY  
CITY CLERK'S OFFICE

City of Traverse City  
Application to Become Involved  
5/7/14

TO WHOM IT MAY CONCERN:

My name is Mattias Johnson and I am a new attorney in town with the law firm Elhart & Horvath. Up until recently I was also an adjunct earth science instructor at Northwestern Michigan College, though my current schedule does not allow me to continue that wonderful opportunity. The purpose of this letter is to see if it might be possible to fill any of the upcoming board vacancies.

I grew up in Traverse City and returned this past year after law school and graduate school in South Carolina. I live downtown and am truly enjoying being back. I am looking for ways to give back to the community that has given so much to me over the past 27 years and figured that representing the people of this community to whatever extent possible would be a good way of going about that task. I spoke with Katie Lowran who informed me that there would be openings this June on the Garfield Rec. Authority, Board of Zoning Appeals, and Human Rights Commission. I would be interested in helping out on any of these with the Rec. Authority probably being my first choice, and BOZA second. I spend a great deal of time enjoying the various recreation areas in this community, and believe that I could be a great asset to the Rec. Commission. I also truly enjoy land use planning, have done considerable amounts of study on the topic, and believe that I would be able to fit in nicely with BOZA. I would certainly be open to any other openings should they come available, especially with the Downtown Development Authority or Traverse City Light and Power.

I believe that it is critical to get the growing young professional population in this area involved in continuing to make Traverse City a great place to live for people of all ages. I would relish the opportunity to meet with you at your convenience to discuss this further.

I appreciate your time and consideration!

Mattias F. Johnson  
402 W. 15<sup>th</sup> St.  
Traverse City, MI 49684  
(231) 883-1456  
tias.johnson@gmail.com

RECEIVED

MAY 09 2014

CITY OF TRAVERSE CITY  
CITY CLERKS OFFICE

# Mattias Frederick Johnson

[tias.johnson@gmail.com](mailto:tias.johnson@gmail.com)

402 W. 15th St.  
Traverse City, MI 49684  
(231) 883-1456

RECEIVED

MAY 09 2014

**EDUCATION:** **UNIVERSITY OF SOUTH CAROLINA SCHOOL OF LAW & GRADUATE SCHOOL OF EARTH AND OCEAN SCIENCES, Columbia, SC**  
**Dual Degree Law Program:** JD/MS in Earth and Environmental Resource Management, 2013  
**Honors and Activities:** Dean's List (Spring 2012) Environmental Law Society- President (2013) & Treasurer (2012), Phi Delta Phi (international legal honors fraternity), Imperial Barrel Award Competition (graduate geology team), Intramural Mock Trial Competition (2011, 2012)  
Intramural: Basketball, Sand Volleyball, Floor Hockey, Football, Softball, Soccer

**MICHIGAN STATE UNIVERSITY-James Madison College, East Lansing, MI**  
B.A. in Social Relations and Public Policy, 2008

**EMPLOYMENT:** **Elhart & Horvath PLC, Traverse City, MI**  
Associate Attorney, 2014-present  
Currently assisting in all matters of litigation on a litany of topics.

**Northwestern Michigan College, Traverse City, MI**  
Adjunct Earth Science Professor, 2013-present  
Currently teaching Earth Science lecture and lab, allowing myself to hone my skills in geology, meteorology, land use, and public speaking.

**Law Offices of Kristyn J. Houle PLC, Traverse City, MI**  
Law Clerk (Contract), August 2013-January 2014  
Assisted in all matters of litigation on pending lawsuit involving water use, the public trust, floodplain management and governmental takings.

**Michigan Land, Air, Water Defense (MLAWD), Traverse City, MI**  
Clerk and Researcher, Summer 2013 (mornings)  
While studying for the Bar Exam, researched and worked directly with the hired council from Olson, Bzdok, and Howard to draft motions, summaries, and responses for litigation involving state land leases.

**South Carolina Administrative Law Court, Columbia, SC**  
Intern, Summer 2011  
Assisted judicial clerks with opinions, electronic filings, case management systems, and Westlaw uploads. Work included extensive courtroom visits and consultations with judges.

**University of South Carolina, Columbia, SC**  
Teaching Assistant, 2009-2012  
Taught labs to undergraduate students for the classes: Introduction to the Environment, Oceans and Man, Green Politics

**Conservation Voters of South Carolina, Columbia, SC**  
Intern, Summer 2010  
Worked on all aspects of several political campaigns, as well as with various agencies throughout the Southeast on policy formation directed at offshore natural gas exploration.

**SKILLS:** Basic conversational Spanish, Dual Citizenship (German, American), extensive study in Earth Sciences, Master's thesis project on offshore aquaculture, extensive traditional (oil and gas) and non-traditional (alternative) energy research and study, Master's course of study focusing in hydrology. Extensive legal research regarding Public Trust, land conservancies, and real property. Fluent with Microsoft operating systems.

TO: Jeanine Easterday, Chair  
FROM: Katelyn Stroven, Administrative Specialist  
RE: Outline to follow during meeting

The City Attorney explained that the City Clerk or Deputy City Clerk do not have to be in attendance to take minutes. However, if not, then please complete the following; and I will be glad to draft the minutes for you. I remain at your service to attend or not to attend, whatever you desire.

1.        **Starting time.** July 22, 2014 **Date of Meeting.**  
Board of Zoning Appeals **Name of board which has vacancy.**  
Second Floor Conference Room, Governmental Center **Meeting Location.**
2. **Please place a check mark next to the Ad Hoc Committee Members in attendance.**  
       Commissioner Easterday                             Commissioner Werner  
       Commissioner Howe

3. Commissioner Easterday is serving as Chair.
4. Consideration of selecting a secretary for the duration of the committee.

By consensus \_\_\_\_\_ was chosen secretary for the duration of the committee.

5. Consideration of interviews to make recommendation for the Board of Zoning Appeals.  
    Kathryn Henning-Callison (Incumbent, Regular Member)  
    Jennifer Jones (Incumbent, Regular Member)  
    Douglas Donaldson (Incumbent, Regular Member)  
    Bradley Matson (Incumbent, Alternate Member)  
    Mattias Johnson

6. Any other direction for the City Clerk's Office? **Please indicate any other direction here:**

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

7. Public Comment: \_\_\_\_\_  
\_\_\_\_\_

8.        **Ending Time** \_\_\_\_\_  
Designated Secretary

**\*\*Please note a sixth and final applicant is scheduled to be interview on Monday, July 28<sup>th</sup> at 6:30PM. You will deliberate and make your recommendation then. \*\***