

2019 Planning Commission Goals

Accepted by the Planning Commission on 2/5/19

The Planning Commission purpose is to prepare and adopt physical plans for the City; and review development proposals, both private and public regarding consistency with City plans.

1. Envision 8th Form Based Code (Planning Commission Priority)

The Planning Commission and the community have participated in a charrette process. The final Master Plan and Form Based Code for the street will be complete this year. The Master Plan and Form Based Code will need to be approved by the City and Planning Commissions. A Sub-Committee was formed in 2018 and met several times. A report has been drafted and will be distributed to the Planning Commission soon.

Goal: Public hearing on Form Based Code in Q1 2019.

2. Tree Regulations (Planning Commission Priority)

A Tree Taskforce made recommendations to the Planning Commission regarding tree regulations. A public input session was held in December 2018. A public survey will be released in January 2019.

Goal: Review input from the public input session and survey in Q1 2019 with the Planning Commission. Decide on an implementation plan.

3. Riparian Buffers/Riparian Overlay Districts (Planning Commission Priority)

Currently, there are no riparian regulations beyond building setbacks.

Goal: In Q1, discuss topic at a Study Session to determine process for discussion and recommendations.

4. R-1, R-2 density limit. Primary building front setback language in all zones. Increase Highway building setback (Planning Commission Priority)

Staff has had discussions regarding interpreting multiple buildings and addressing front yard setback requirements on lots with multiple principal buildings. Staff has also been evaluating the setbacks on newly developed buildings along state highways. An increased building setback would allow for a treelawn for canopy trees, adequate sidewalk width, and street furniture.

Goal: Staff to recommend an ordinance amendment addressing these issues in Q1 2019.

5. AT Plan/Pattern Book/Traffic Calming/Green Streets guide (Planning Commission Priority)

Consultant was hired to create a draft document. Draft is nearly complete. The draft went to the Planning Commission in December 2018 to discuss public involvement.

Goal: Public review process to take place in Q2-Q3 2019.

6. Vacation Home Rentals (Short Term Rentals) in Commercial Districts (Planning Commission Priority)

It was the Planning Commission's preference to discuss Vacation Home Rentals in Commercial zones once Tourist Homes were enacted. It is likely that the City Commission will direct the Planning Commission to review Vacation Home Rentals in both Residential and Commercial areas in January or February 2019.

Goal: If the issue is directed to the Planning Commission, then a Sub-Committee likely will be formed in Q1 2019 with a goal of making a recommendation back to the Planning Commission within 6 months.

7. Building Heights Committee Recommendation Concepts

This committee met in the first quarter of 2017 and reviewed building height regulations throughout the city with a focus downtown. The Sub-Committee made a report in April 2017 that has not yet been acted upon. The report was discussed in April 2018

Goal: Present Committee's report to the Planning Commission again in Q2 of 2019.

Based on the Planning Commission review, zoning amendments may follow.

8. Parking amendment recommendations discussion

The DDA hired a consultant to complete a Transportation Demand Management Study. DDA has established a study group to review the TDM Study to identify goals and an implementation strategy. The group's first meeting was in November 2018. It is expected that a set of recommendations will be ready by Q2 2019.

Goal: Report recommendations to the Planning Commission in Q2 or Q3 2019.

9. Dock Line/Water Setback discussion

The Lower Boardman River committee hired a consultant in December to address development along the river (including the water setback) among other related river activities. The draft plan will be complete in June 2019. The plan will be reviewed by the public and governing boards for possible adoption thereafter.

Goal: Plan recommendations to the Planning Commission by Q3 or Q4 2019.

10. Large footprint building Special Land Use Permit

This concept was discussed with the Building Heights Committee to possibly require large footprint buildings to get a SLUP.

Goal: Staff to create a proposed amendment for Planning Commission consideration in Q4 2019.

11. Traverse City Master Plan Vision & Community Survey

The Master Plan Committee recommended that we prepare for a larger community engagement/vision process to prepare for the next 5 year review of the Master Plan. The Community Survey was prioritized by the Planning Commission to occur in 2018, however the project was not included in the City Budget. It is not anticipated it will be included in the 2019/20 budget. Currently the project is budgeted in the 2020/21 fiscal year.

Goal: This was indicated as a priority on the Planning Commission Topic Priority Ranking Survey. It currently does not have an implementation schedule in 2019.

Planning Department Projects

Not for acceptance by the Planning Commission

Mission Statement: *The Planning Department's primary purpose is to guide the City with land use and planning in order to enhance the quality of the community and ensure it remains a place where both citizens and businesses love to call home.*

The Planning Department:

- Helps to administer the City of Traverse City Master Plan, a document that guides City zoning, land use, urban design and physical improvements, such as buildings, streets and parks.
- Provides administrative staff for the Planning Commission, Grand Traverse Commons Joint Planning Commission, Board of Zoning Appeals, and Historic Districts Commission.
- Administers and enforces the zoning, sign, and historic districts ordinances and other land use laws. Administers the Capital Improvement Program.
- Reviews building site plans and prepares reports and recommendations to the Planning Commission for zoning map amendments, zoning laws, special land use permits and planned unit developments.
- Answers zoning and land use questions and interprets land use principles, and planning and zoning laws.
- Works with property owners and developers, other agencies and other City departments to ensure that building plans are consistent with the Master Plan and laws regarding size and placement of buildings, signs, parking areas and landscaping requirements.
- Inspects multi-family rental dwellings, rooming houses, proper anchoring of boats on the near shore of Grand Traverse Bay and property maintenance code violations.

Goals/objectives include:

- **Seek grants-** to implement adopted plans and City projects.
- **Envision Eighth Street Implementation-** The Planning Department will work with project consultant on final design, implementation, and public outreach.
- **Boardman Lake Trail-** The Planning Department will work with project partners on final design and implementation.
- **Fish Pass Project-** Participating in the Bidirectional Selective Fish Passage Project (FishPass). Project page link: <http://www.glf.org/fishpass.php>
- **Safe Routes to School Implementation-** In July 2018, the City of Traverse City received notification from the Michigan Department of Transportation that our multi-school \$2M Safe Routes to School (SRTS) infrastructure grant received conditional commitment for 4.9 miles of linear trail/sidewalk expansion, bike lanes, traffic calming, crosswalk improvements and signage upgrades. Staff is currently working on satisfying the conditions outlined in the Conditional Commitment which include historical, environmental and technical approvals.