



# Traverse City Planning Department 2018 Annual Report

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"*

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Staff:

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Planning Assistant

# 2018 Planning Department Summary

In 2018, the Planning Department provided the following services:

- Provided administrative staff for the Planning Commission



10 Ordinance Amendments



1 Rezoning Request



1 Site Plan Review



1 Planned Unit Development



3 Project Reviews for Consistency  
with Master Plan



6 Presentations

# 2018 Planning Department Summary

*continued*

- Provided administrative staff for:
  - Grand Traverse Commons Joint Planning Commission
  - Board of Zoning Appeals (5 requests)
  - Historic Districts Commission (13 requests)
  - Subcommittees:
    - Capital Improvement Program Committee
    - Watershed Center-led Tree Task Force
    - Green Team
    - Boardman River Water Unified Plan Committee (led by TC DDA)
    - Housing and Building Committee
    - Traffic Calming Committee
    - Eighth Street Form Based Code Committee

# 2018 Planning Department Summary

## Master Plan

*continued*

Helped 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

## Inspections

Inspected multi-family rental dwellings, rooming houses and property maintenance code violations

## Planning & Zoning

Worked with property owners and developers, other agencies and city departments to ensure that building plans were consistent with the laws regarding size and placement of buildings, signs, parking areas and landscape requirements

Answered zoning and land use questions and interpreted land use principles, planning and zoning laws

# 2018 Planning Department Projects

## Safe Routes to School

In July 2018, the City received conditional commitment from MDOT that our multi-school \$2M Safe Routes to School (SRTS) infrastructure grant to construct 4.9 miles of linear trail/sidewalk expansion, bike lanes, traffic calming, crosswalk improvements and signage upgrades.



## FishPass

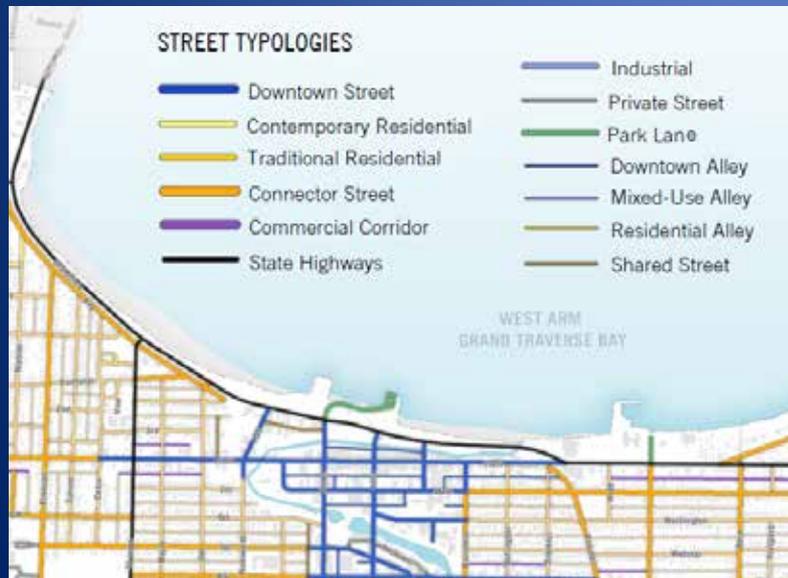
FishPass is an innovative project to enhance fish passage and connectivity between the Boardman (Ottaway) River and Lake Michigan, while removing invasive or non-desirable fishes through controlled sorting. FishPass will replace the deteriorating Union Street Dam in downtown Traverse City, Michigan with an improved barrier featuring a fish-sorting channel and a nature-like river channel.



# 2018 Planning Department Projects

## Traverse City Street Design Manual

In early 2018, the City hired MSKS to incorporate work from the draft Traffic Calming Plan, draft Active Transportation Plan and draft Street Pattern Book into a single document entitled "*Traverse City Street Design Manual*". It is anticipated that the document will be adopted in 2019 after a public review process.



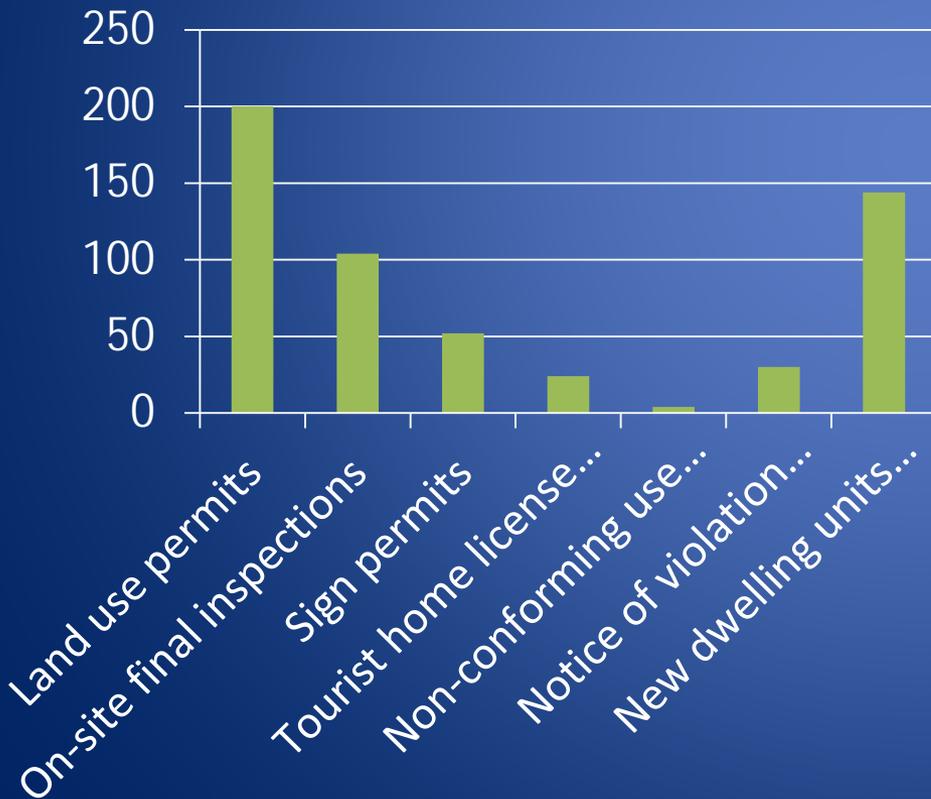
## Eighth Street Reconstruction

In September 2018, a contract was awarded to Gourdie-Fraser to conduct engineering services to implement the Envision Eighth Master Plan for the Railroad-Boardman phase. It is expected that the street will be reconstructed in Summer 2019.



# 2018 Planning Department Metrics

## 2018 Zoning Chart



## Two-Year Comparison

Zoning Chart	2018	2017
Type	Number	Number
Land use permits	200	230
On-site final inspections	104	120
Sign permits	52	66
Tourist home license approvals	24	21
Non-conforming use public notices	4	4
Notice of violation citations	30	66
New dwelling units approved	144	135

# 2018 Planning Department Metrics

## \$ Value of Construction Costs within the City

Construction Value (in Millions)

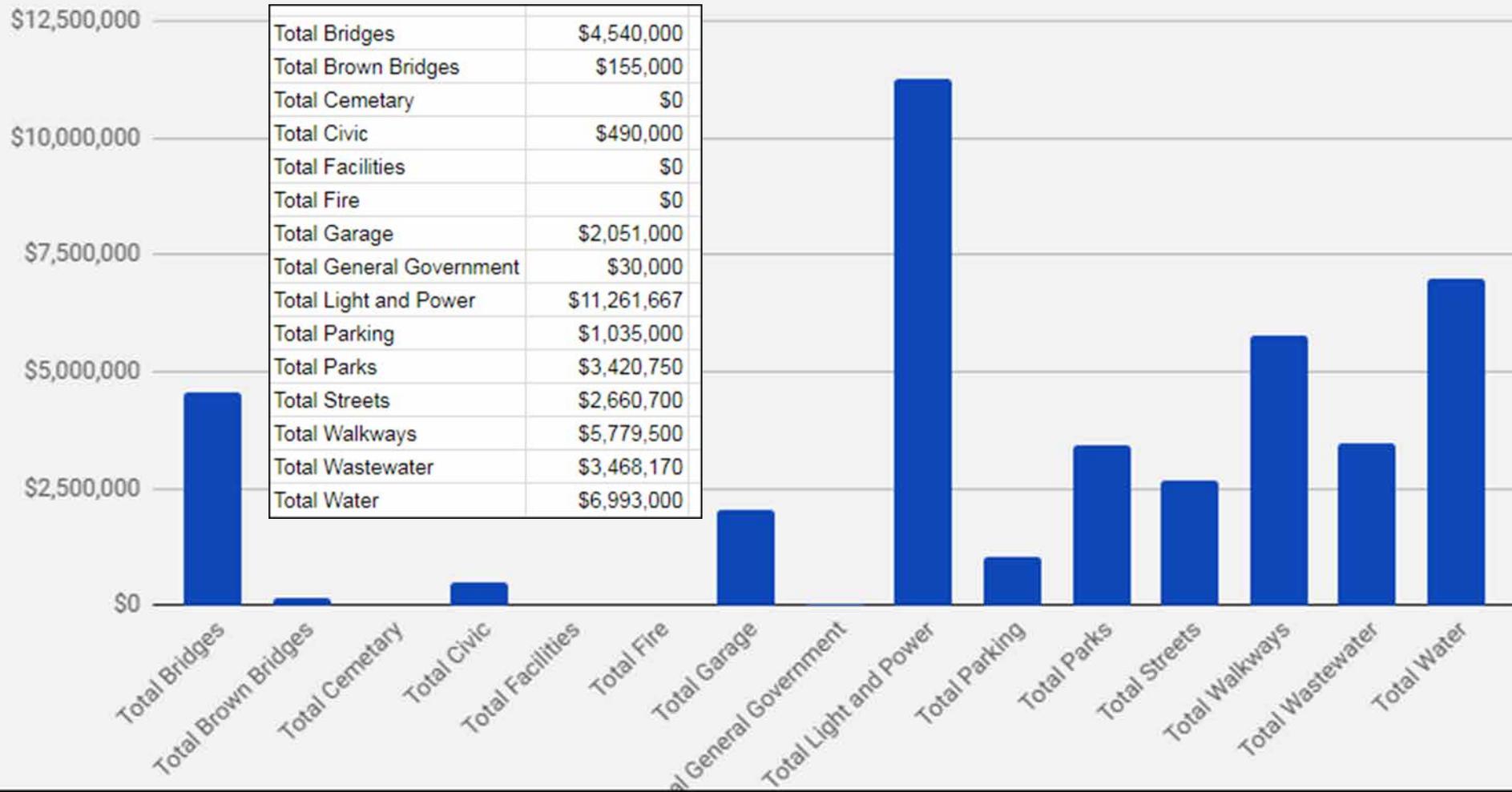


Year	Construction Value (in Millions)
2010	\$55.29
2011	\$66.7
2012	\$71.19
2013	\$123.94
2014	\$135.62
2015	\$107.7
2016	\$134.4
2017	\$65.28
2018	\$47.4

# Capital Improvement Program Metrics

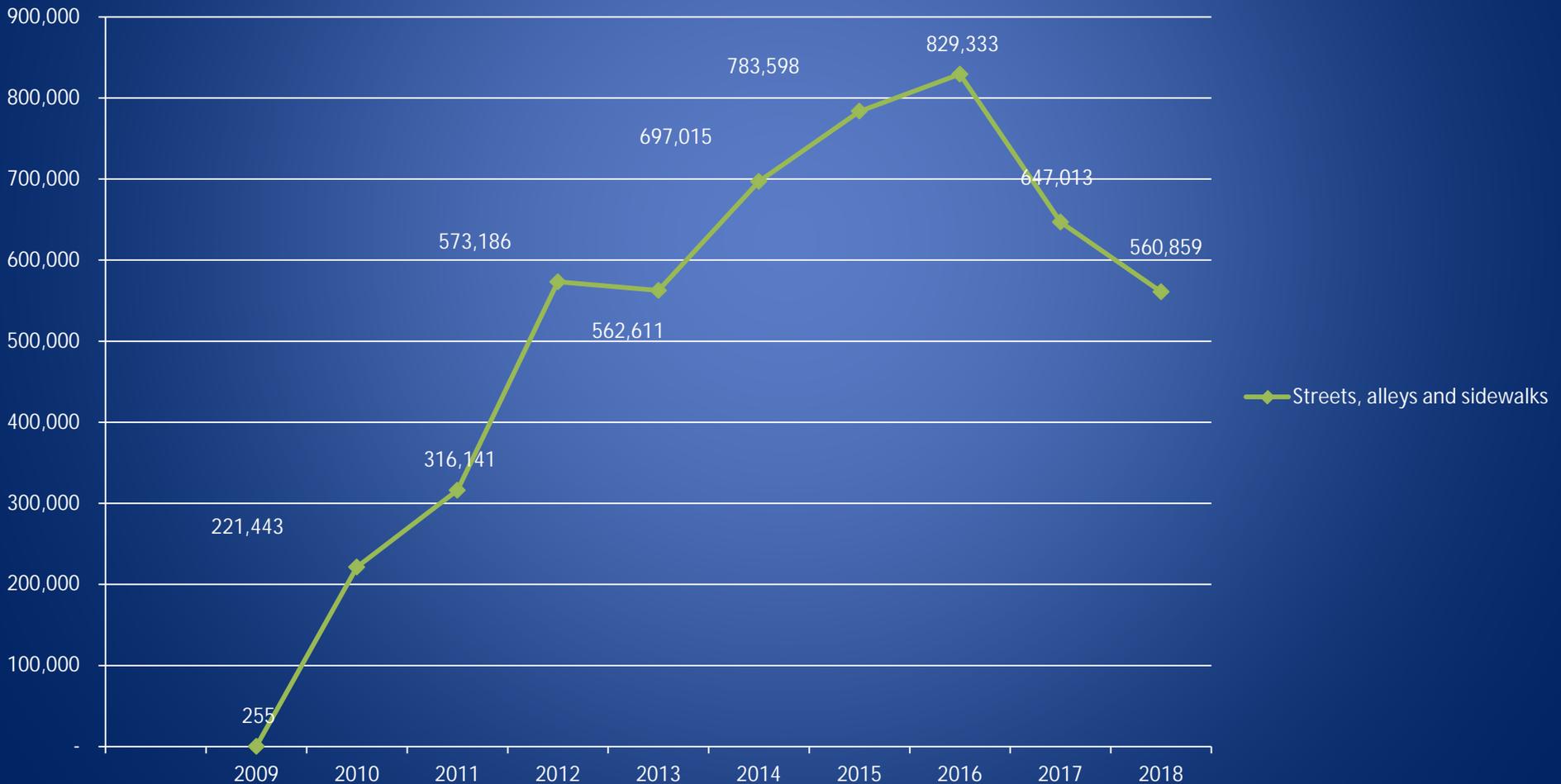
FY 18/19 Grand Total \$ 41,884,787

FY 18/19



# Infrastructure Expenditures

## Streets, alleys and sidewalks



# 2018 Planning Department Metrics

## Code Enforcement

Inspections and Citations	
Sidewalk Café Inspections	9
Rental Housing Inspections	486
Citations	10
<b>TOTAL</b>	<b>495</b>

Investigations	
Lawns	56
Sign Violations	112
Brush/ Streets Dept.	89
Parking violations	59
Neighbor Disputes	38
Street Performer inspections/investigations	18
Animals	14
Trash/garbage/junk	56
Dilapidated Homes/buildings	8
Food Trucks/Vendors	14
Noise	16
Health/Safety	23
News Racks	8
ADU Violations	15
Miscellaneous Compl.	67
Snow Complaints	20
<b>TOTAL</b>	<b>613</b>





Thank you