

**MEETING NOTICE**

**MEETING**

Of The

**TRAVERSE CITY LIGHT AND POWER BOARD**

*Public Utilities Element Ad Hoc Committee*

Will Be Held On

**MONDAY, July 2, 2012**

At

**9:30 a.m.**

In The

**COMMITTEE ROOM**

(2<sup>nd</sup> floor, Governmental Center)

400 Boardman Avenue

Traverse City Light and Power will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon notice to Traverse City Light and Power. Individuals with disabilities requiring auxiliary aids or services should contact the Light and Power Department by writing or calling the following.

Stephanie Tvardek,  
Administrative Assistant  
1131 Hastings Street  
Traverse City, MI 49686  
(231) 932-4543

**AGENDA**

1. Consideration of making a recommendation to the full L&P Board to suggest changes to the City Commission regarding the Public Utilities Element for the City Master Plan.
2. Public Comment.

Traverse City Light and Power  
1131 Hastings Street  
Traverse City, MI 49686  
(231) 922-4940

Posting Date: 6-29-12  
4:00 p.m.



## City Planning Department

TO: R. BEN BIFOSS, CITY MANAGER  
FROM: RUSS SOYRING, PLANNING DIRECTOR *RSoyring*  
SUBJECT: PUBLIC UTILITIES ELEMENT FOR DISTRIBUTION  
DATE: May 24, 2012

Since the adoption of the City Master Plan in 2009, the Planning Commission has been working on several "Plan Elements". These Plan Elements or subplans are support documents of the Master Plan and provide more detail plans for various planning functions.

According to the approval process outlined in the Michigan Planning Enabling Act Plan Elements, Sub Plans must receive permission from the City Commission to distribute plans to interested governmental entities. East Bay and Garfield Townships, BATA and the Grand Traverse County Road Commission have indicated interest in reviewing the Plan Elements.

On May 16, 2012, the Planning Commission recommended to the City Commission that the draft Public Utilities Element be released to interested governmental entities. With approval to distribute, the interested governmental entities would have at least 42 days to respond to the draft Element.

Following the 42-day waiting period for comments, the Planning Commission would hold a public hearing to approve the Plan Element. According to the Traverse City Master Plan, each Plan Element would need to be adopted by the City Commission with the exception of the Historic Resource Element that would be adopted by the Historic Districts Commission.

Please forward the Planning Commission's request to allow the Public Utilities Element to be distributed to interested governmental entities.

RS/ml

Attachment: Draft Public Utilities Element

*42 days from 6/4/12*

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# Memorandum

The City of Traverse City



To: Russ Soyring, City Planner  
From: William E. Twietmeyer, City Treasurer/Finance Director *W.E.T.*  
Subject: Public Utility Plan Element  
Date: May 9, 2012

The Public Utility Plan Elements were reviewed at the Planning Commission study session on March 21, 2012. Many of the suggested revisions were incorporated in the final document as attached. In addition, the document went through several reviews for grammar and typographical errors. Below is a summation of our goals and objectives for the Public Utility Plan Element.

The Public Utility Plan Element Subcommittee concluded its work and the following pages are the result of its efforts. The subcommittee focused on storm water, sanitary sewer, water, and electric. You will note that the introductory paragraph for each of these sections was taken verbatim from the Natural Resources Element introductory statement. We believe that this statement succinctly describes what is most cherished about Traverse City and is the goal which we aspire to. In addition, it is a common theme that is found throughout all the public utility elements and was the focus of the members of the subcommittee.

Our goals were threefold. First, it was our desire to take advantage of the economies of scale by requiring coordination among these various utility aspects because they are interrelated with each other. Second, it was our desire to emphasize both local control and independence because it leads not only to a true understanding of the cost of operating these utilities but also the cost to society for not operating these utilities in the best manner. Third, it was our desire to integrate this plan element with the other plan elements because each plan element is integral to the success of one another.

In summary, this plan calls out for balance between investment and efficiency, balance between independence and reliance, and balance between aesthetics and cost. It allows the flexibility to sway back and forth between these categories depending on the circumstances of the day but provides the parameters by which those decisions are made. It allows for intensity appropriate for the uniqueness of the neighborhoods that exist. Finally, this plan element allows for taking risks while protecting that which we would not desire to place at risk. All of these describe what Traverse City is today and with hope what Traverse City will be in the future.

DRAFT

### 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.

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

**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>
TC 1	Onsite	Low Impact
TC 2	Onsite	Low Impact
TC 3	Onsite/Tie into System	Medium Impact
TC 4	Onsite/Tie into System	Moderate/High Impact
TC 5	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. The electric system should continue its upgrades with state of the art technology.
2. An ongoing evaluation and assessment of the distribution system should be conducted.
3. In order to maintain reliability, a system with redundancy is encouraged.
4. In order to provide proper disaster planning, sufficient local generation including distributive generation should be pursued to ensure the public’s health, safety, and welfare in the City.
5. Coordination amongst all City utilities should be required for all infrastructure improvements.
6. Campus plans should include an assessment of electric requirements.
7. User rates should be kept as low as possible as an inducement to all City residents and businesses to become customers of the City owned electric utility.
8. A balance between aesthetics and cost efficiency should be considered in determining their benefit to the system as a whole.
9. Encourage energy conservation with incentives for purchasing efficient operating equipment and fixtures and by educating customers to utilize electricity more economically.

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