

1. City Council Meeting Agenda

Documents:

[REGULAR COUNCIL - 21 JAN 2020 - AGENDA.PDF](#)

2. City Council Meeting Packet

Documents:

[REGULAR COUNCIL - 21 JAN 2020 - PACKET.PDF](#)



**CITY OF YPSILANTI
REGULAR COUNCIL MEETING
Tuesday, January 21, 2020 @ 7:00 PM
Council Chambers
One South Huron, Ypsilanti, MI 48197**

Page

I. CALL TO ORDER

II. ROLL CALL

III. INVOCATION

IV. PLEDGE OF ALLEGIANCE

- A. I pledge allegiance to the flag, of the United States of America, and to the Republic for which it stands, one nation, under God, indivisible, with liberty and justice for all.

V. AGENDA APPROVAL

VI. INTRODUCTIONS

VII. PUBLIC COMMENT (3 MINUTES)

VIII. CONSENT AGENDA

- A. Resolution No. 2020-012, approving the Consent Agenda
- B. Resolution No. 2020-013, approval of the minutes of January 14, 2020.
- C. Resolution No. 2020-014, approving appointments to Boards and Commissions.
- D. Resolution No. 2020-015, approving the non-resident appointment to Boards and Commissions.

IX. RESOLUTIONS/MOTIONS/DISCUSSIONS

- A. Resolution No. 2020-016, approving the Huron/Hamilton lane reduction plan.
- B. Resolution No. 2020-017, approving the project agreement for \$60,000 from the Washtenaw County Parks and Recreation Connecting Communities Program.
- C. Resolution No. 2020-018, approving *Ordinance 1354* - Michigan Regulation and Taxation of Marihuana Act Zoning Update.

- D. Resolution No. 2020-019, approving updates to the Fee Schedule.
- E. Discussion regarding the Redevelopment Ready Communities Public Participation Plan.

X. BOARDS AND COMMISSION - NOMINATIONS

- A. **YPSILANTI DOWNTOWN DEVELOPMENT AUTHORITY - NEW MEMBER**
Brain Jones-Chance - Exp. 7/1/2023
107 Ferris St.
Ypsilanti, MI 48197
- B. **PLANNING COMMISSION - NEW MEMBER**
Michael Borellino - Exp. 5/1/2023
200 W. Michigan Ave #2F
Ypsilanti, MI 48197

XI. BOARD AND COMMISSIONS - RECOMMENDATIONS

- A. Human Relations Commission Resolution No. 2019-013

XII. LIAISON REPORTS

- 1. SEMCOG Update
- 2. Washtenaw Area Transportation Study
- 3. Urban County
- 4. Ypsilanti Downtown Development Authority
- 5. Friends of Rutherford Pool
- 6. Housing Equity Leadership Team

XIII. COUNCIL PROPOSED BUSINESS

XIV. COMMUNICATIONS FROM THE MAYOR

XV. COMMUNICATIONS FROM THE CITY MANAGER

- A. Council Goals for 2020.
- B. Freighthouse transition plan.

XVI. COMMUNICATIONS

- A. 2020 Taskforce Presentation

XVII. PUBLIC COMMENT (3 MINUTES)

XVIII. REMARKS FROM THE MAYOR

XIX. ADJOURNMENT

- A. Resolution No. 2020-020, adjourning the City Council Meeting.



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REGULAR COUNCIL MEETING
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VIII. CONSENT AGENDA

- 4** A. Resolution No. 2020-012, approving the Consent Agenda
[2020-012 - Pdf](#)
- 5 - 13** B. Resolution No. 2020-013, approval of the minutes of January 14, 2020.
[2020-013 - Pdf](#)
- 14 - 15** C. Resolution No. 2020-014, approving appointments to Boards and Commissions.
[2020-014 - Pdf](#)
- 16** D. Resolution No. 2020-015, approving the non-resident appointment to Boards and Commissions.
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IX. RESOLUTIONS/MOTIONS/DISCUSSIONS

- 17 - 123** A. Resolution No. 2020-016, approving the Huron/Hamilton lane reduction plan.
[2020-016 - Pdf](#)
- 124 - 131** B. Resolution No. 2020-017, approving the project agreement for \$60,000 from the Washtenaw County Parks and Recreation Connecting Communities

Program.
[2020-017 - Pdf](#)

- 132 - 146** C. Resolution No. 2020-018, approving *Ordinance 1354* - Michigan Regulation and Taxation of Marihuana Act Zoning Update.
[2020-018 - Pdf](#)
- 147 - 173** D. Resolution No. 2020-019, approving updates to the Fee Schedule.
[2020-019 - Pdf](#)
- 174 - 182** E. Discussion regarding the Redevelopment Ready Communities Public Participation Plan.
[Public Participation Policy Memo](#)
[Public Participation Plan](#)

X. BOARDS AND COMMISSION - NOMINATIONS

- 183 - 184** A. **YPSILANTI DOWNTOWN DEVELOPMENT AUTHORITY - NEW MEMBER**
Brain Jones-Chance - Exp. 7/1/2023
107 Ferris St.
Ypsilanti, MI 48197
[Application](#)
- 185 - 186** B. **PLANNING COMMISSION - NEW MEMBER**
Michael Borellino - Exp. 5/1/2023
200 W. Michigan Ave #2F
Ypsilanti, MI 48197
[Application](#)

XI. BOARD AND COMMISSIONS - RECOMMENDATIONS

- 187 - 189** A. Human Relations Commission Resolution No. 2019-013
[HRC Resolution No 2019-013](#)
[Supporting Document](#)

XII. LIAISON REPORTS

1. SEMCOG Update
2. Washtenaw Area Transportation Study
3. Urban County
4. Ypsilanti Downtown Development Authority
5. Friends of Rutherford Pool
6. Housing Equity Leadership Team

XIII. COUNCIL PROPOSED BUSINESS

XIV. COMMUNICATIONS FROM THE MAYOR

XV. COMMUNICATIONS FROM THE CITY MANAGER

190 A. Council Goals for 2020.
[Fiscal Year 2020 Council Goals](#)

191 - 197 B. Freighthouse transition plan.
[Freighthouse Transition Plan Memo](#)

XVI. COMMUNICATIONS

198 - 284 A. 2020 Taskforce Presentation
[Presentation](#)

XVII. PUBLIC COMMENT (3 MINUTES)

XVIII. REMARKS FROM THE MAYOR

XIX. ADJOURNMENT

285 A. Resolution No. 2020-020, adjourning the City Council Meeting.
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Resolution No. 2020-012
January 14, 2020

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the following items be approved:

1. **Resolution No. 2020-013, approving the minutes of January 14, 2020.**
2. **Resolution No. 2020-014, approving appointments to Boards and Commissions.**
3. **Resolution No. 2020-015, approving the non-resident appointment to Boards and Commissions.**

OFFERED BY: _____

SECONDED BY: _____

YES: NO: ABSENT: VOTE:

This resolution is adopted by the Council of the City of Ypsilanti and approved by the Mayor this
14 day of January 2020

#Resolution No. 2020-012



Resolution No. 2020-013
January 14, 2020

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the minutes of January 14, 2020 be approved.

OFFERED BY: _____

SECONDED BY: _____

YES:

NO:

ABSENT:

VOTE:

This resolution is adopted by the Council of the City of Ypsilanti and approved by the Mayor this
14 day of January 2020

#Resolution No. 2020-013



MINUTES REGULAR COUNCIL Meeting

6:00 PM - Tuesday, January 14, 2020
Council Chambers

The REGULAR COUNCIL of the City of Ypsilanti was called to order on Tuesday, January 14, 2020, at 6:00 PM, in the Council Chambers, with the following members present:

PRESENT: Mayor Beth Bashert, Council Member Jennifer Symanns, Council Member Steven Wilcoxon, Council Member Nicole Brown (6:35 pm), Mayor Pro-Tem Lois Richardson, and Council Member Annie Somerville

ABSENT: Council Member Anthony Morgan

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

II. ROLL CALL

III. INVOCATION

IV. PLEDGE OF ALLEGIANCE

A. I pledge allegiance to the flag, of the United States of America, and to the Republic for which it stands, one nation, under God, indivisible, with liberty and justice for all.

V. AGENDA APPROVAL

The agenda was approved as submitted.

VI. CLOSED SESSION - 6:00 PM TO 7:00 PM

A. Pending Litigation, Kamm v the City of Ypsilanti. *MCL 15.268(e)*

The meeting adjourned to closed session at 6:03 p.m. to reconvene at 7:00 p.m.

Council Member Steven Wilcoxon moved, seconded by Mayor Pro-Tem Lois Richardson, to adjourn to closed session.

RESULT:	CARRIED.
MOVER:	Council Member Steven Wilcoxon
SECONDER:	Mayor Pro-Tem Lois Richardson
AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxon, Lois Richardson, and Annie Somerville
ABSENT:	Nicole Brown and Anthony Morgan

VII. INTRODUCTIONS

Mayor Bashert introduced the following individuals: Daniel Clark Rehman, City Planner Andy Aamot, City Attorney John Barr, Deputy Clerk Sarah Stachnik, Community Development Manager/DDA Director Christopher Jacobs, Economic Development Director Joe Meyers, City Manager Frances McMullan, Assistant City Attorney Karl Barr, Police Chief Tony DeGuisti, City Clerk Andrew Hellenga, and Finance Director/Treasurer Rheagan Basabica

VIII. PUBLIC COMMENT (3 MINUTES)

Six people spoke.

IX. PRESENTATIONS

A. Presentation of the Financial Audit - Rehmann - Daniel Clark

Daniel Clark from the Rehmann Audit Group provided a presentation about the results of the audit. Council Member Symanns thanked Finance Director Rheagan Basabica and the team for all their work.

B. Resolution No. 2020-001A, supporting the legacy and teachings of Dr. Martin Luther King Jr. (added)

Mayor Pro-Tem Lois Richardson moved, seconded by Council Member Nicole Brown, to approve Resolution No. 2020-001A

RESULT:	CARRIED.
MOVER:	Mayor Pro-Tem Lois Richardson
SECONDER:	Council Member Nicole Brown
AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, and Annie Somerville
ABSENT:	Anthony Morgan

X. PUBLIC HEARING

- A.** Approving an application for a Class C Redevelopment Liquor License for D n Z Hospitality.
1. Resolution No. 2020-001, determination
 2. Open Public Hearing
 3. Resolution No. 2020-002, close public hearing

Mayor Bashert opened public comment:

Two people spoke.

Council Member Jennifer Symanns moved, seconded by Council Member Annie Somerville, to approve Resolution No. 2020-001.

RESULT:	CARRIED.
MOVER:	Council Member Jennifer Symanns
SECONDER:	Council Member Annie Somerville
AYES:	Jennifer Symanns, Annie Somerville, Beth Bashert, Steven Wilcoxon, Nicole Brown, and Lois Richardson
ABSENT:	Anthony Morgan

Council Member Steven Wilcoxen moved, seconded by Mayor Pro-Tem Lois Richardson, to approve Resolution No. 2020-002.

RESULT:	CARRIED.
MOVER:	Council Member Steven Wilcoxen
SECONDER:	Mayor Pro-Tem Lois Richardson
AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxen, Nicole Brown, Lois Richardson, and Annie Somerville
ABSENT:	Anthony Morgan

XI. ORDINANCES FIRST READING

- A.** *Ordinance No. 1354, An Ordinance title "Michigan Regulation and Taxation of Marihuana Act Zoning Update".*
1. Resolution No. 2020-003, determination
 2. Open Public Hearing
 3. Resolution No. 2020-004, close public hearing

Economic Development Director Meyers provided a brief presentation about the zoning update. Mayor Bashert opened public comment.

Two people spoke.

Council Member Nicole Brown moved, seconded by Council Member Jennifer Symanns, to approve Resolution No. 2020-004.

RESULT:	CARRIED.
MOVER:	Council Member Nicole Brown
SECONDER:	Council Member Jennifer Symanns
AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxen, Nicole Brown, Lois Richardson, and Annie Somerville
ABSENT:	Anthony Morgan

Council Member Jennifer Symanns moved, seconded by Council Member Steven Wilcoxen, to amend all instances of the length of time for a special use permit to expire from sixty (60) days or greater to one hundred twenty (120) days or greater after a business ceases operation, without approval from planning commission.

RESULT:	CARRIED.
MOVER:	Council Member Jennifer Symanns
SECONDER:	Council Member Steven Wilcoxen
AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxen, and Annie Somerville
NAYS:	Nicole Brown and Lois Richardson
ABSENT:	Anthony Morgan

Council Member Annie Somerville moved, seconded by Council Member Steven Wilcoxen, to remove Sec. 122(b)(10).

RESULT:	CARRIED.
MOVER:	Council Member Annie Somerville
SECONDER:	Council Member Steven Wilcoxen
AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxen, Nicole Brown, and Annie Somerville
NAYS:	Lois Richardson
ABSENT:	Anthony Morgan

Council Member Nicole Brown moved, seconded by Council Member Jennifer Symanns, to approve Resolution No. 2020-003 as amended.

RESULT:	CARRIED.
MOVER:	Council Member Nicole Brown
SECONDER:	Council Member Jennifer Symanns
AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, and Annie Somerville
ABSENT:	Anthony Morgan

XII. RESOLUTIONS/MOTIONS/DISCUSSIONS

- A.** Resolution No. 2020-005, adopting policy and federal guidelines in granting or denying exemption by the Tax Board of Review.

Council Member Nicole Brown moved, seconded by Council Member Jennifer Symanns, to approve Resolution No. 2020-005.

RESULT:	CARRIED.
MOVER:	Council Member Nicole Brown
SECONDER:	Council Member Jennifer Symanns
AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, and Annie Somerville
ABSENT:	Anthony Morgan

- B.** Resolution No. 2020-006, approving Ordinance 1351, an Ordinance to amend Chapter 8, Adult-Use Marihuana - limiting Marihana retailer permits to 7 until January 1, 2021

Council Member Annie Somerville moved, seconded by Council Member Steven Wilcoxon, to approve Resolution No. 2020-006.

RESULT:	CARRIED.
MOVER:	Council Member Annie Somerville
SECONDER:	Council Member Steven Wilcoxon
AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, Anthony Morgan, and Annie Somerville

- C.** Resolution No. 2020-007, approving Ordinance 1353 - to amend Chapter 8-Adult Use Marihuana to define safety sensitive job and limit no-drug testing to marihuana.

Council Member Steven Wilcoxon moved, seconded by Council Member Annie Somerville, to approve Resolution No. 2020-007.

RESULT:	CARRIED.
MOVER:	Council Member Steven Wilcoxon
SECONDER:	Council Member Annie Somerville
AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxon, Nicole Brown, and Annie Somerville
NAYS:	Lois Richardson
ABSENT:	Anthony Morgan

- D.** Resolution No. 2020-008, approving the minutes of November 12, November 15, November 19, December 3, December 10, December 17, 2019

Council Member Jennifer Symanns moved, seconded by Council Member Nicole Brown, to approve Resolution No. 2020-008.

RESULT:	CARRIED.
MOVER:	Council Member Jennifer Symanns
SECONDER:	Council Member Nicole Brown
AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, and Annie Somerville
ABSENT:	Anthony Morgan

- E. Resolution No. 2020-009, supporting the construction of a YMCA Facility on the Seaver Farm Property in Ypsilanti Township.

Council Member Jennifer Symanns moved, seconded by Council Member Nicole Brown, to approve Resolution No. 2020-009.

RESULT:	CARRIED.
MOVER:	Council Member Jennifer Symanns
SECONDER:	Council Member Nicole Brown
AYES:	Jennifer Symanns, Nicole Brown, Beth Bashert, Steven Wilcoxon, Lois Richardson, and Annie Somerville
ABSENT:	Anthony Morgan

- F. Resolution No. 2020-010, approving a budget amendment for the Rutherford Pool.

Council Member Steven Wilcoxon moved, seconded by Council Member Jennifer Symanns, to approve Resolution No. 2020-010.

RESULT:	CARRIED.
MOVER:	Council Member Steven Wilcoxon
SECONDER:	Council Member Jennifer Symanns
AYES:	Steven Wilcoxon, Beth Bashert, Jennifer Symanns, Nicole Brown, Lois Richardson, and Annie Somerville
ABSENT:	Anthony Morgan

- G. Discussion regarding the City Council 2020 Goals Report.

Mayor and City Council discussed the goals to determine if they are reflective of the top priorities of Council and provide direction for the budgeting process.

- H. Discussion regarding Marihuana Facilities Scoring Rubric -Added

Economic Development Director Joe Meyers explained the changes to the rubric.

Mayor Pro-Tem Lois Richardson moved, seconded by Council Member Annie Somerville, moved to extend the meeting to 10:30.

RESULT:	CARRIED.
MOVER:	Mayor Pro-Tem Lois Richardson
SECONDER:	Council Member Annie Somerville
AYES:	Lois Richardson, Annie Somerville, Beth Bashert, Jennifer Symanns, Steven Wilcoxon, and Nicole Brown
ABSENT:	Anthony Morgan

XIII. BOARD AND COMMISSIONS - NOMINATIONS

- A. **HISTORIC DISTRICT COMMISSION -ADDED**
Anne Stevenson - REAPPOINTMENT - EXP 12/31/2023
707 Collegewood
Ypsilanti, MI 48197
- B. **POLICE ADVISORY COMMISSION**
Madeleine Baier - **NEW MEMBER - EXP. 2/1/2023**
330 Chidester St. #418
Ypsilanti, MI 48197
- C. **ARTS COMMISSION - 2 year term (Exp 2/1/2022)**
Lynnne Settles - **NEW MEMBER**
7388 Natalie Drive - Non-resident
Ypsilanti, MI 48197
- D. **ARTS COMMISSION - 2 year term (Exp 2/1/2022)**
Kimmie Wolfe - **NEW MEMBER**
808 Young St.
Ypsilanti, MI 48198
- E. **ARTS COMMISSION - 1 year term (Exp 2/1/2021)**
Michael McAtee - **NEW MEMBER**
703 Virginia Pl
Ypsilanti, MI 48198
- F. **ARTS COMMISSION - 1 year term (Exp 2/1/2021)**
Garrett Schumann - **NEW MEMBER**
1726 Collegewood St.
Ypsilanti, MI 48197
- G. **ARTS COMMISSION - 3 year term (2/1/2023)**
Jennifer Goulet - **NEW MEMBER**
2136 Collegewood St.
Ypsilanti, MI 48197
- H. **ARTS COMMISSION - 3 year term (Exp 2/1/2023)**
Jakara Ventour - **NEW MEMBER**
515 Perry St.
Ypsilanti, MI 48197
- I. **ARTS COMMISSION - 1 year term (Exp 2/1/2021)**
Gina Thompson - **NEW MEMBER**
1011 W. Cross St
Ypsilanti, MI 48197
- J. **ARTS COMMISSION - 2 year term (Exp 2/1/2022)**
Matthew Kirkpatrick - **NEW MEMBER**
109 Catherine St.
Ypsilanti, MI 48197
- K. **ARTS COMMISSION - 3 year term (2/1/2023)**
Aaron Seagraves - **NEW MEMBER**
913 N Congress St
Ypsilanti, MI 48197

XIV. BOARD AND COMMISSION - COMMUNICATIONS

- A. Sustainability Commission Resolution No. 2019-011 - Supporting Community Wide Carbon Neutrality by 2035
- B. Sustainability Commission Resolution No. 2019-012, supporting a commitment to the Washtenaw County Conservation District.

XV. LIAISON REPORTS

- 1. SEMCOG Update
- 2. Washtenaw Area Transportation Study
- 3. Urban County
- 4. Ypsilanti Downtown Development Authority
- 5. Friends of Rutherford Pool
- 6. Housing Equity Leadership Team

XVI. COUNCIL PROPOSED BUSINESS

Brown

- Martin Luther King Jr. events over the weekend at EMU
- Black Greek letters are celebrating their Founders Day this week.

Somerville

- Signage and tree issue at Michigan/Huron
- Speed reduction and enforcement in Depot Town
- Intersections to four way stops
- Addressed resident concern that affordable housing was not a Council goal.

Wilcoxon

- Resident asked about schedule for coal patching
- Sustainability and Carbon Neutrality event was great. Would like to have another meeting in the city and have information on the City website.

Richardson

- Safety issue on First and Harriet
- Pothole on Washtenaw
- Ward 2 constituent asking about the roads
- New kitchen at Parkridge is coming.

XVII. COMMUNICATIONS FROM THE MAYOR

- Bicentennial committee is meeting tomorrow night.

XVIII. COMMUNICATIONS FROM THE CITY MANAGER

- Wants to move forward with terminating the operating management agreement with Friends of the Freighthouse. Will have more information at the next meeting.

- A. **Council Member Steven Wilcoxon moved, seconded by Council Member Jennifer Symanns, to extend the meeting until 10:40 p.m.**

RESULT:	CARRIED.
MOVER:	Council Member Steven Wilcoxon
SECONDER:	Council Member Jennifer Symanns

AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, and Annie Somerville
ABSENT:	Anthony Morgan

XIX. COMMUNICATIONS

- A.** 2020 Taskforce Information
- B.** Independent Auditors' Communication with Those Charged with Governance
- C.** City of Ypsilanti Police and Fire Retirement System Financial Statements Report

XX. PUBLIC COMMENT (3 MINUTES)

Four people spoke.

XXI. REMARKS FROM THE MAYOR

XXII. ADJOURNMENT

- A.** Resolution No. 2020-011, adjourning the City Council Meeting.

The meeting was adjourned at 10:38 p.m.

- B.** Please click [here](#) to access the City Council Contact Form. This form can be used to submit any comments/concerns you might have about this agenda.



RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT, the following individuals be appointed to the City of Ypsilanti Boards and Commissions as indicated below:

<u>NAME</u>	<u>BOARD</u>	<u>EXPIRATION</u>
Anne Stevenson Reappointment 707 Collegewood Ypsilanti, MI 48197	HDC	12/31/2023
Madeleine Baier New Appointment 330 Chidester St. #418 Ypsilanti, MI 48197	Police Advisory Commission	2/1/2023
Kimmie Wolfe New Appointment 808 Young St. Ypsilanti, MI 48197	Arts Commission	2/1/2022
Michael McAtee New Appointment 703 Virginia Pl. Ypsilanti, MI 48198	Arts Commission	2/1/2021
Garret Schumann New Appointment 1726 Collegewood St.	Arts Commission	2/1/2021

#Resolution No. 2020-014

Ypsilanti, MI 48197

**Jennifer Goulet
New Appointment
2136 Collegewood St.
Ypsilanti, MI 48197**

Arts Commission

2/1/2023

**Jakara Ventour
New Appointment
515 Perry St.
Ypsilanti, MI 48197**

Arts Commission

2/1/2023

**Aaron Seagraves
New Appointment
913 N. Congress St.
Ypsilanti, MI 48197**

Arts Commission

2/1/2023

**Matthew Kirkpatrick
New Appointment
109 Catherine St.
Ypsilanti, MI 48197**

Arts Commission

2/1/2022

**Gina Thompson
New Appointment
1011 W. Cross St.
Ypsilanti, MI 48197**

Arts Commission

2/1/2021

OFFERED BY: _____

SECONDED BY: _____

YES:

NO:

ABSENT:

VOTE:

This resolution is adopted by the Council of the City of Ypsilanti and approved by the Mayor this day of

#Resolution No. 2020-014



Resolution No. 2019-015

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

**THAT, the following Non-Residents be appointed to the City of Ypsilanti
Boards and Commissions as indicated below:**

<u>NAME</u>	<u>BOARD</u>	<u>EXPIRATION</u>
Lynne Settles New Member 7388 Natalie Drive Ypsilanti, MI 48197	Arts Commission	2/1/2022

OFFERED BY: _____

SECONDED BY: _____

YES: NO: ABSENT: VOTE:

This resolution is adopted by the Council of the City of Ypsilanti and approved by the Mayor this
day of

#Resolution No. 2019-015



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Bonnie Wessler
DATE: January 21, 2020
SUBJECT: Huron, Hamilton, & Washtenaw: Lane Reduction Request to MDOT

DESCRIPTION:

Huron, Hamilton, & Washtenaw: Lane Reduction Request to MDOT

SUMMARY:

In mid-2012, as a result of speed limit increases on Michigan Department of Transportation (MDOT) trunklines through the City enacted by the Michigan State Police (MSP), Council and Planning Commission directed staff to investigate potential options to increase safety on those roadways. In Michigan, speed limits on trunklines may only be set by the MSP following a speed study, and must be set at the 85th percentile speed. Thus, to decrease speed limits, the actual travel speed must be lowered. To lower the actual travel speed, the design of the road would need to change. Staff worked with MDOT and WATS to develop several lane-reduction scenarios, as the travel speed on these streets is correlated with the amount of "open space" available to drivers, and travel speed through dense residential/commercial areas is directly related to safety.

In 2014, design checklists were provided by MDOT, preliminary studies were completed and tweaked, and next steps were discussed. In March of 2015, Council held two public hearings at which they expressed unanimous support of the project (full presentations and packet available here: <http://cityofypsilanti.com/AgendaCenter/ViewFile/Item/515?fileID=764>. WATS' presentation of a nonmotorized crossing over I-94 begins on page 31; staff's of the road diet on page 45). In mid-2015, however, the project stalled. In February of 2018, Council reaffirmed their support of the project, and approved release of an RFP for a traffic study, the next step in the road diet checklist provided by MDOT. Work began in late 2018 with Hubbell, Roth, and Clark, including collecting new vehicle counts. The feasibility study has been finalized. Staff presented the concepts at a public open house was held on December 19th in the Freighthouse, where feedback was generally positive, with most public comments expressing a desire for additional pedestrian crossing safety measures, such as RRFBs, gateway treatments, or HAWK signals, particularly at Hamilton/Pearl, Hamilton/Ferris, and Hamilton/Catherine. The public also encouraged MDOT and the City to investigate reconfiguring the Washtenaw/Hamilton and Huron/Cross intersections to improve pedestrian safety, particularly with regard to the slip lane.

Only one comment was received after the public meeting, and it expressed support of the project.

PROPOSAL

The proposal is essentially to remove a lane on each of the three-lane portions of Hamilton, Huron, and Washtenaw within the project bounds. On Hamilton and Huron, those lanes would be replaced with a bike lane; on Washtenaw, with parking. There are exceptions at certain intersections and in certain areas in order to maintain an acceptable level of service (LOS), to handle turning traffic, and/or due to space constraints. These are detailed further in the accompanying presentation. There are six intersections, of 23 total in the project area and 16 studied, at which the Level of Service is projected to fail in 2038, as follows:

The following intersections, per 2038 projections in the 2019 feasibility study, will see excessive delays **regardless of the lane reduction**:

- Hamilton/Washtenaw (eastbound right movement, PM peak),
- Hamilton/Pearl (westbound movement, Off and PM peaks),
- Hamilton/Michigan (southbound left movement, PM peak),
- Hamilton /Harriet (southbound through/right movement, PM peak),
- Huron/Michigan (westbound movement, AM peak).

The following intersections, per 2038 projections in the 2019 feasibility study, will see excessive delays **due to the lane reduction**:

- Hamilton/Michigan (southbound through/right movement, PM peak),
- Hamilton/Ferris (eastbound and westbound movements, PM peak),
- Hamilton/Harriet (westbound left movement, PM peak),

LOS and Delay Mitigation

To help reduce delay at the impacted signalized intersections, signal optimization was performed and adding vehicle detection was recommended. For unsignalized intersections, the volumes are low and a Do Not Block Intersection sign is being proposed to reduce queuing on the minor roads.

NEXT STEPS

Should Council choose to request that MDOT proceed with the lane reduction, staff would then work with MDOT on final approvals, geometric design, maintenance agreements for on-street parking and potentially other items, and scheduling. Some items, such as the maintenance agreements, may come back to Council for review and approval. If all goes smoothly and positively with this project, and MDOT's current Transportation Improvement Program (TIP) stays on schedule, the road diet could be implemented in 2022 in conjunction with MDOT's scheduled maintenance project and the planned non-motorized crossing of I-94.

RECOMMENDED ACTION: Approval

ATTACHMENTS:

- 19 December 2019 staff presentation
- 2018 Road Safety Audit

- 2019 Feasibility Study Executive Summary (large file; complete file and drawings available at <https://cityofpsilanti.com/722/Lane-Reduction-Project-on-Hamilton-Huron>)
- DDA resolution of support
- Complete list of failing intersections (delays measured in seconds)

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2020-016
January 21, 2020

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, The City of Ypsilanti has the health, safety, and welfare of Ypsilanti's residents, workers, and guests as their driving concern;

WHEREAS, the current design of Washtenaw from Normal to Hamilton; Hamilton from Washtenaw to Harriet; and Huron from Harriet to Cross encourages drivers to travel at speeds unsafe for an urban area;

WHEREAS, these streets are under the jurisdiction of the Michigan Department of Transportation (MDOT);

WHEREAS, the City of Ypsilanti has engaged a consulting engineering firm, Hubbell, Roth, and Clark Inc, to review and analyze options to determine whether a reconfiguration of the travel lanes of these streets, including transitions to/from this area, is feasible;

WHEREAS, the report and traffic model prepared by said firm also reviewed other applicable considerations as set forth in the MDOT "Road Diet Checklist" such that all relevant items have been reasonably addressed or can be further refined in consultation with MDOT personnel in the context of their review of said report and traffic model, and

WHEREAS, the report and traffic model predicts that the peak hour Level of Service in 2038 at all intersections within study area will be "D" or better, with the exceptions as noted below;

The following intersections, per 2038 projections in the 2019 feasibility study, will see excessive delays regardless of the lane reduction:

- **Hamilton/Washtenaw (eastbound right movement, PM peak),**
- **Hamilton/Pearl (westbound movement, Off and PM peaks),**
- **Hamilton/Michigan (southbound left movement, PM peak),**
- **Hamilton /Harriet (southbound through/right movement, PM peak),**
- **Huron/Michigan (westbound movement, AM peak).**

The following intersections, per 2038 projections in the 2019 feasibility study, will see excessive delays due to the lane reduction:

- **Hamilton/Michigan (southbound through/right movement, PM peak),**
- **Hamilton/Ferris (eastbound and westbound movements, PM peak),**
- **Hamilton/Harriet (westbound left movement, PM peak),**

WHEREAS, the 2018 Road Safety Audit noted that a road diet would likely improve the safety of these roads for all users, and

#Resolution No. 2020-016

WHEREAS, the proposed lane reduction would provide bicycle lanes on Hamilton and Huron and safer pedestrian crossings, both goals of the Non-Motorized Transportation Plan (2010);

WHEREAS, the proposed lane reduction would coordinate with the planned non-motorized connection over I-94;

WHEREAS, the public were invited to a public meeting on 19 December 2019 and responses were positive;

WHEREAS, the Ypsilanti Downtown Development Authority passed a resolution of support on 16 January 2020;

NOW THEREFORE BE IT RESOLVED THAT the City of Ypsilanti City Council hereby requests that MDOT consider the report and traffic model prepared by HRC and to allow for the lane configuration proposed therein, and in the future consider additional pedestrian safety interventions such as RRFBs and gateway treatments at Hamilton/Pearl, Hamilton/Ferris, and Hamilton/Catherine; with cost participation between the City and MDOT for these changes consistent with present MDOT policies and applicable State law, said participation to be set forth in subsequent contract documents.

OFFERED BY: _____

SECONDED BY: _____

YES:

NO:

ABSENT:

VOTE:

This resolution is adopted by the Council of the City of Ypsilanti and approved by the Mayor this 21 day of January 2020

#Resolution No. 2020-016



Huron, Hamilton, & Washtenaw Proposed Lane Reduction

CITY OF YPSILANTI, MI
DECEMBER 2019

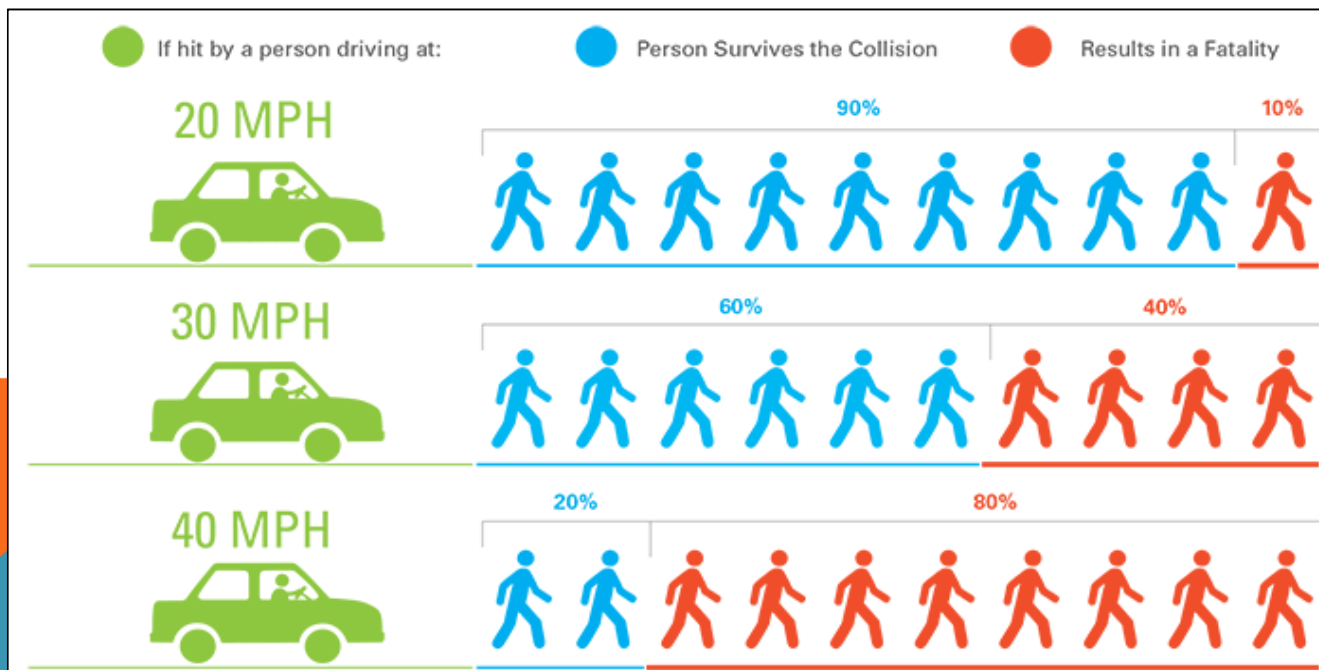
Background

- 2011-12: Michigan State Police perform a speed study on the trunklines; speed limits are raised
City Council directs staff to research ways to reduce travel speeds & speed limits
- 2013: WATS/County perform feasibility study of a nonmotorized crossing of I-94 at Huron
- 2018: MDOT performs Road Safety Audit (RSA) on M-17 between Normal and Harriet at City's request; road diet and pedestrian crossing improvements noted as important safety improvement
- 2019: City completes Lane Reduction Feasibility study.
Grant awarded for design (and eventual construction) of a pedestrian/bike crossing of I-94 at Huron



Reasoning

- The City has long had as part of its Master Plan and various other visioning documents to switch back to two-way traffic to improve safety and legibility
- At current speeds, pedestrian travel, local vehicle travel (to/from driveways and parking lots/alleys/side streets), and bike travel can be dangerous; risk of death and serious injury for pedestrians/bicyclists is very likely
- Currently no bicycle facility on these roads; important north-south connectors; dangerous, especially for novice/casual riders, to ride in traffic due to speeds



Graphic source:
*Speed as a
Safety Problem.*
Institute of
Transportation
Engineers,
<https://www.ite.org/technical-resources/topics/speed-management-for-safety/speed-as-a-safety-problem/>.

Current Conditions: Washtenaw

Speed

- 35 mph

Traffic

- Average daily traffic (2012-17):
16,350 vehicles/day

Configuration

- 3 lanes
- Sidewalk on both sides
- Pedestrian crossing at Ballard
- No bike facilities
- No parking



Current Conditions: Hamilton

Speed

- Washtenaw to Ferris: 35 mph
- Ferris to 94: 40 mph

Traffic

- Average daily traffic (2012-17): 13,240

Configuration

- 3+lanes throughout
- Sidewalk both sides Washtenaw to Harriet; sidewalk one side Harriet to 94, no sidewalk across 94.
- Pedestrian crossings at Michigan and Harriet.
- No bike facilities.
- No parking.



Current Conditions: Huron

Speed

- Harriet to Ferris: 40 mph
- Ferris to Pearl: 30 mph
- Pearl to Cross: 35 mph

Traffic

- Average daily traffic (2012-17): 12,243

Configuration

- 3+ lanes throughout
- Sidewalk both sides
- Pedestrian crossings at Michigan and Harriet.
- No bike facilities
- Parking only between Michigan and Pearl (1 block, both sides)



Proposal Goals

Make it safer for bikes

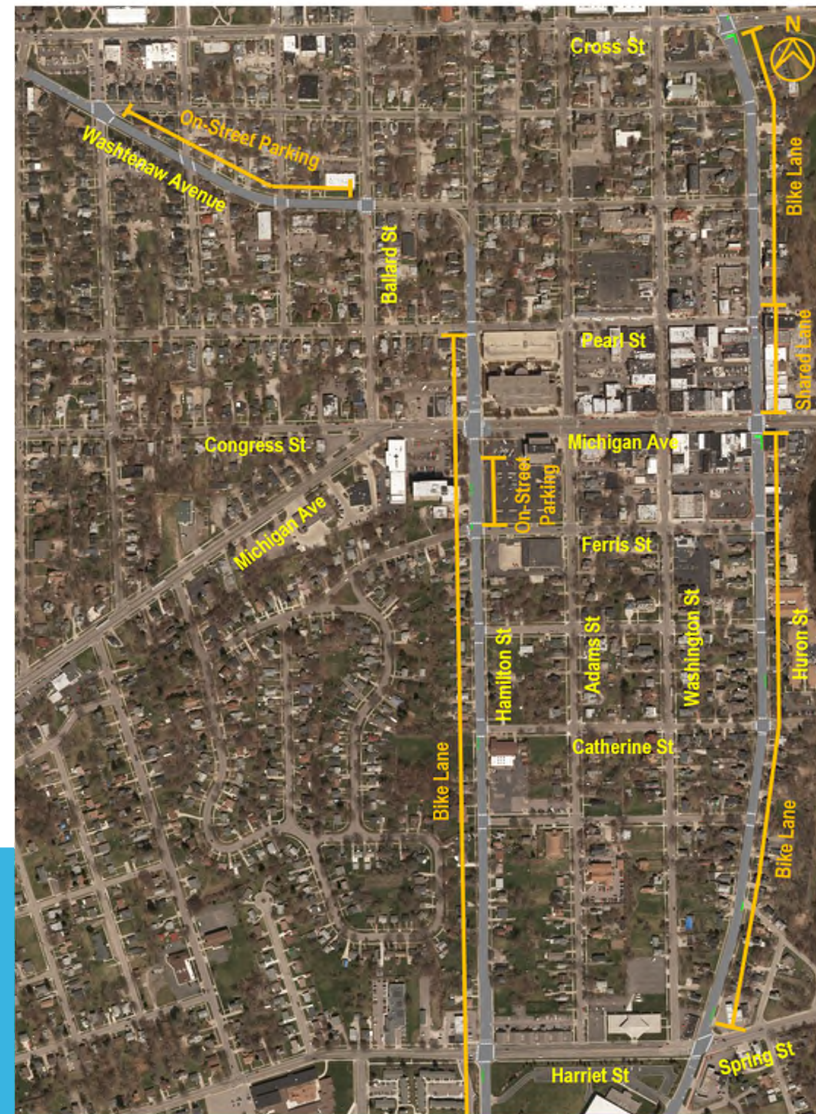
- Add bike lanes & bike boxes

Make pedestrian crossings safer

- Add ramps, signage

Make it safer for drivers

- Reduce the risk of injury in a crash



Washtenaw

Due to curve and intersection with Hamilton, no good location for bike lane

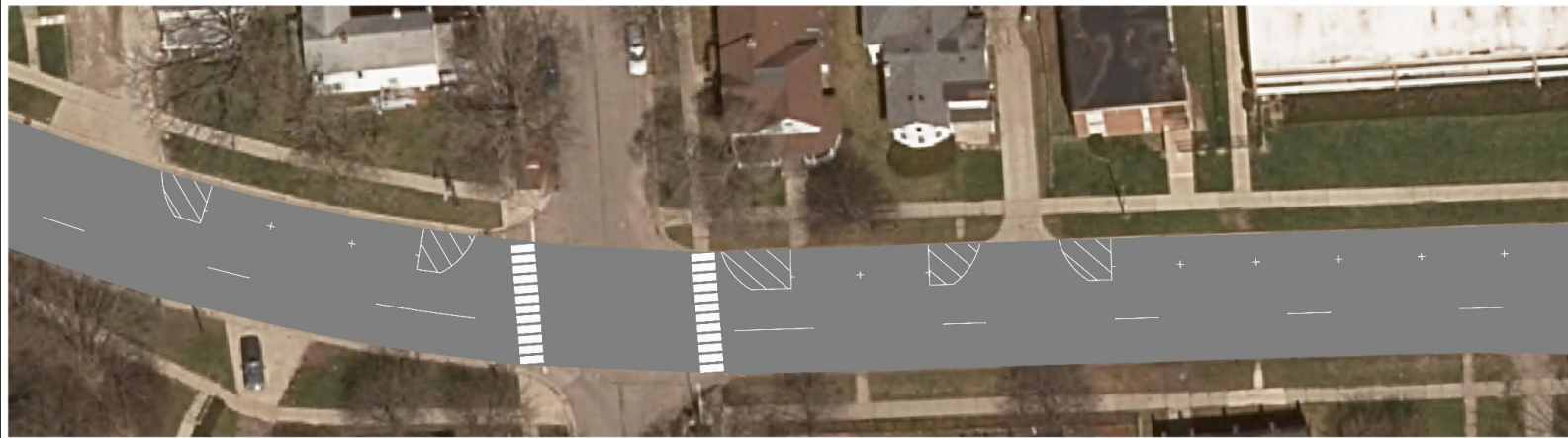
- Normal to Ballard: Parking proposed north side
- Ballard to Hamilton: return to 3-lane

Levels of Service

Washtenaw/Summit (EB approach)			
Peak Hour	Current	2038 Unchanged	2038 Lane Reduction
AM	A	A	A
PM	B	B	B

Washtenaw/Ballard (EB approach)			
Peak Hour	Current	2038 Unchanged	2038 Lane Reduction
AM	A	A	A
PM	A	A	A

PERRIN ST



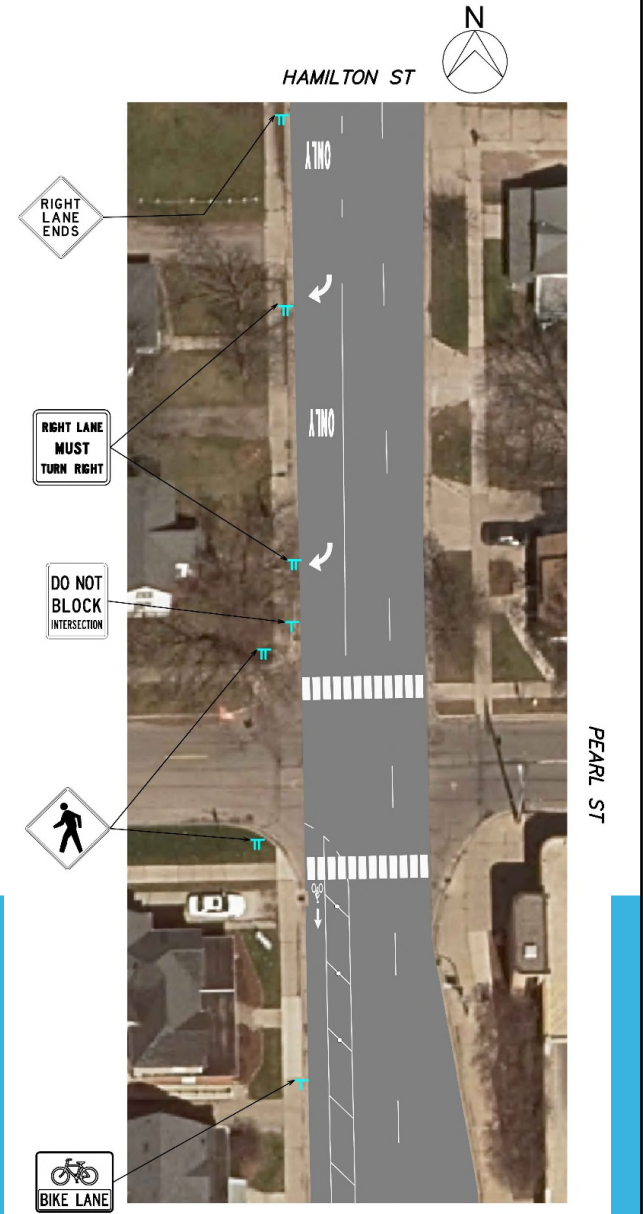
WASHTENAW AVE

Hamilton: Washtenaw to Michigan (1/3)

- Washtenaw-Pearl: rightmost lane becomes right-only to Pearl
- Pearl-Harriet: rightmost lane (west side) becomes bike lane

Levels of Service

Hamilton/Michigan (SB approach)			
Peak Hour	Current	2038 Unchanged	2038 Lane Reduction
AM	C	C	C
PM	C	D	D

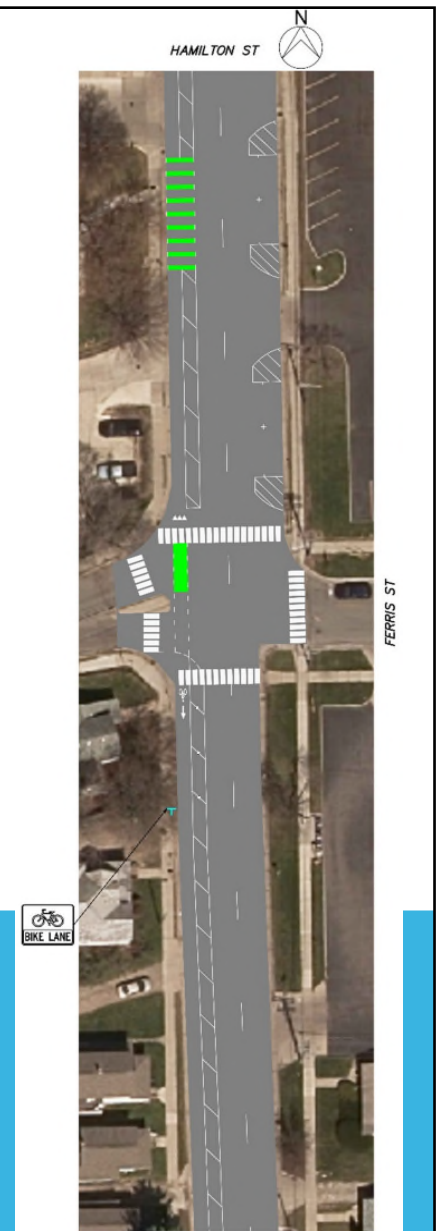


Hamilton: Michigan to Ferris (2/3)

- Michigan-Ferris: Rightmost lane (west side) becomes bike lane; left-only lane to Ferris (east side) becomes on-street parking
- Ferris intersection is improved with ADA ramps and striping; pedestrians only cross 2 lanes of traffic (from four)

Levels of Service

Peak Hour	Hamilton/Ferris (SB approach)		
	Current	2038 Unchanged	2038 Lane Reduction
AM		N/A – Free-flow	
PM		N/A – Free-flow	

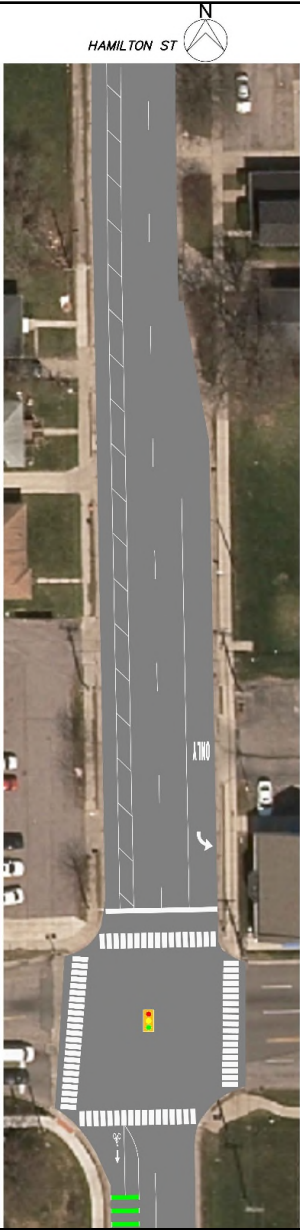


Hamilton: Ferris to Harriet (3/3)

- Ferris-Harriet: Rightmost lane (west side) becomes bike lane

Levels of Service

Peak Hour	Hamilton/Harriet (SB approach)		
	Current	2038 Unchanged	2038 Lane Reduction
AM	B	B	A
PM	C	D	D



Proposed I-94 Crossing

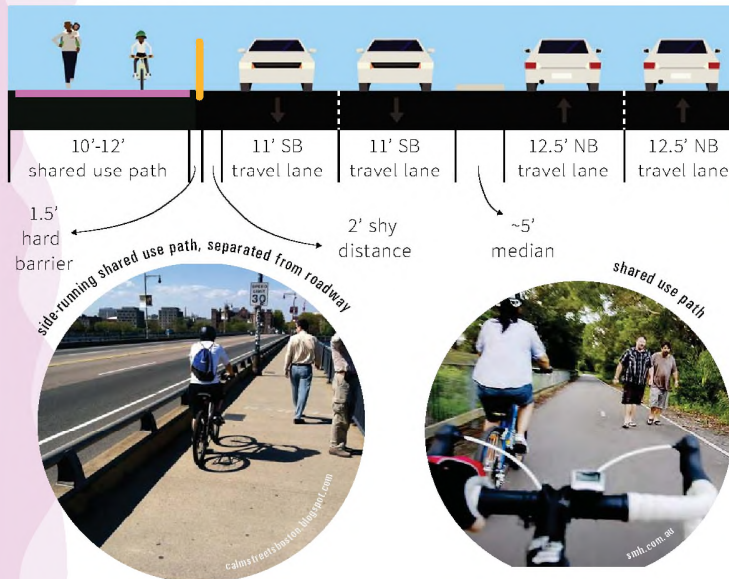
Preferred Alternative

Shared Use Path on West Side

Key Improvements

- * 10'-12' shared use path
- * Hard barrier on outside of path
- * Pedestrian signals
- * Reconfigured southwest on-ramp
- * Better sidewalk connections

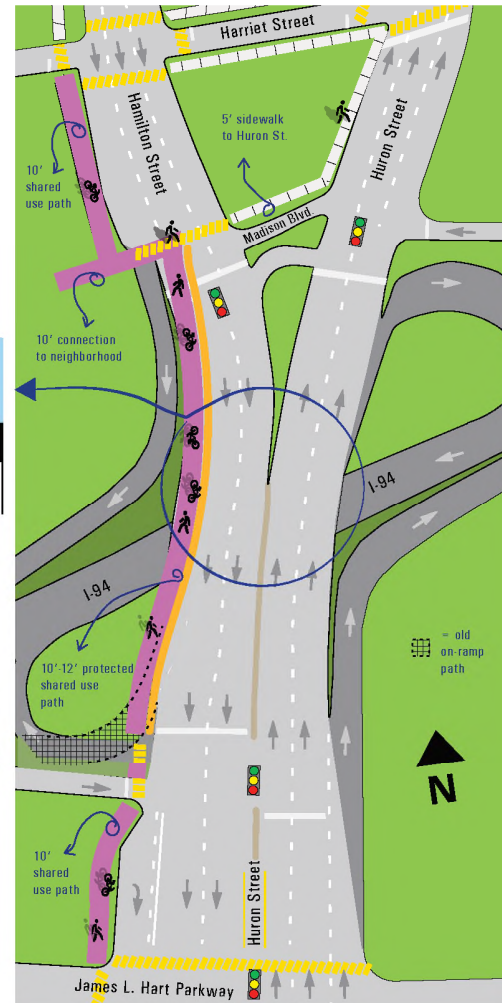
Cross section at center of bridge



Washtenaw Area
Transportation Study
miwats.org



OFFICE OF COMMUNITY &
ECONOMIC DEVELOPMENT

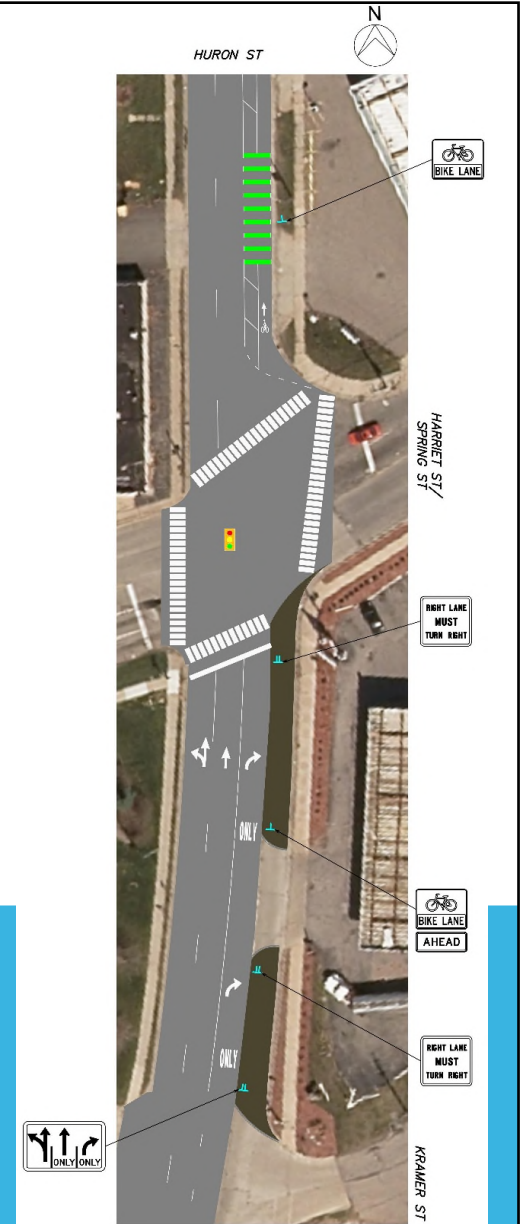


Huron: Harriet to Ferris (1/4)

- South of Harriet: current right-only lane is removed (replace with streetscaping); rightmost lane becomes right-only
- Harriet – Ferris: rightmost lane (east side) becomes bike lane

Levels of Service

Huron/Harriet (NB approach)			
Peak Hour	Current	2038 Unchanged	2038 Lane Reduction
AM	B	B	C
PM	A	A	B

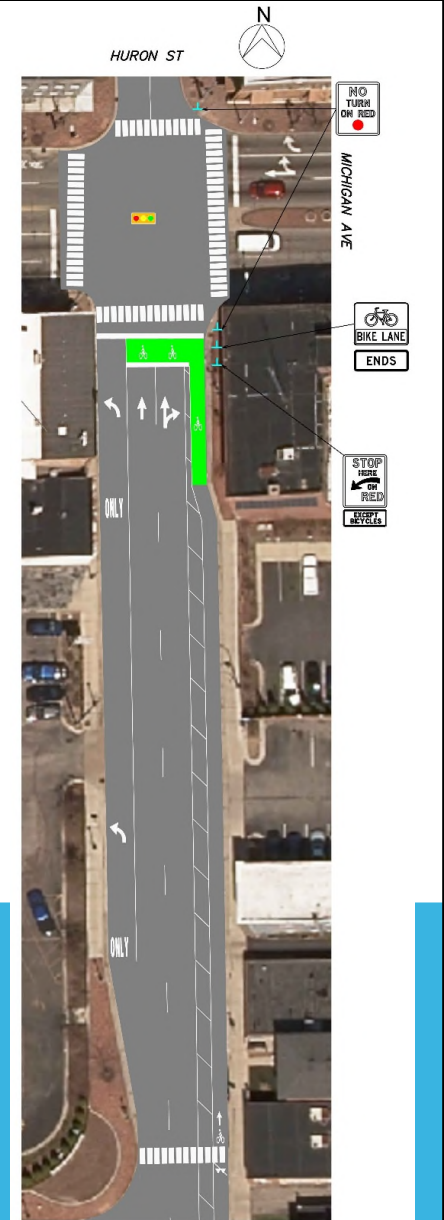


Huron: Ferris-> Pearl (2/4)

- Ferris-Michigan: current no-parking area becomes bike lane
- Michigan-Pearl: "share the road" signage and pavement markings
- Bike box at Michigan:
<https://www.youtube.com/watch?v=tQKKAynF2pg>
- No vehicle lanes removed

Levels of Service

Huron/Michigan (NB approach)			
Peak Hour	Current	2038 Unchanged	2038 Lane Reduction
AM	B	C	C
PM	B	B	C



Huron: Michigan -> Pearl (3/4)

- Michigan to Pearl: no changes to lanes; add "share the road" signage and sharrows.

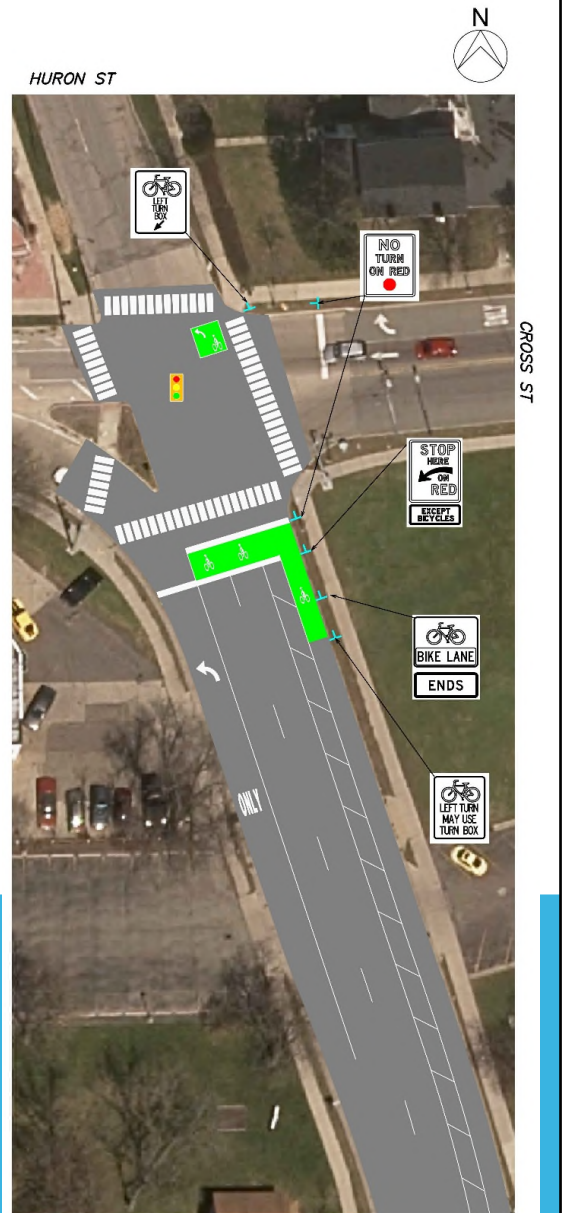


Huron: Pearl to Cross (4/4)

- Pearl-Cross: rightmost lane (east side) becomes bike lane
- At Cross: 2-stage left for bikes- will make turning left to W Cross bike lane easier for bikes and more predictable for vehicle traffic
https://www.youtube.com/watch?v=5S_JjsxZGU

Levels of Service

Peak Hour	Huron/Cross (NB approach)		
	Current	2038 Unchanged	2038 Lane Reduction
AM	C	C	C
PM	C	C	C



Overall Changes

- Add over a mile of bike lanes and safe turning at major intersections
- Add ADA ramps at major pedestrian crossings
- Maintains bus service
- Adds less than half a minute to PM peak travel on Hamilton; less than a minute to AM peak travel on Huron

	Current (Google Maps)	Travel Times		
		2038 Unchanged	2038 Lane Reduction	Difference
Huron AM peak	2 minutes	3 min 49 sec	4 min 31 sec	44 sec
Hamilton PM peak	3 minutes	2 min 42 sec	3 min 2 sec	22 sec



Summary & Next Steps

The project would:

- Improve pedestrian and bicyclist safety.
- Enable more people who cannot or choose not to drive (and park) to bike instead.
- Slow vehicle traffic speeds, reducing the risk of fatal injury in a crash.
- Increase vehicle travel time through downtown by less than a minute at peak times.
- Tie in to the planned pedestrian/bike crossing of I-94, making crossing much easier and much safer.
- Add on-street parking downtown and near campus.
- Reduce the predicted number of crashes per mile per year by reducing the number of travel lanes.

Next Steps:

- Review & incorporate public feedback
- Council determination
- MDOT determination

Questions?





ROAD DIET CAPACITY ANALYSIS REPORT

October 23, 2019

(Draft Report)

Prepared by:



555 Hulet Drive
Bloomfield Hills, MI 48302

ENGINEERING. ENVIRONMENT. EXCELLENCE.
248.454.6300 | hrcengr.com

Section 1 - Executive Summary

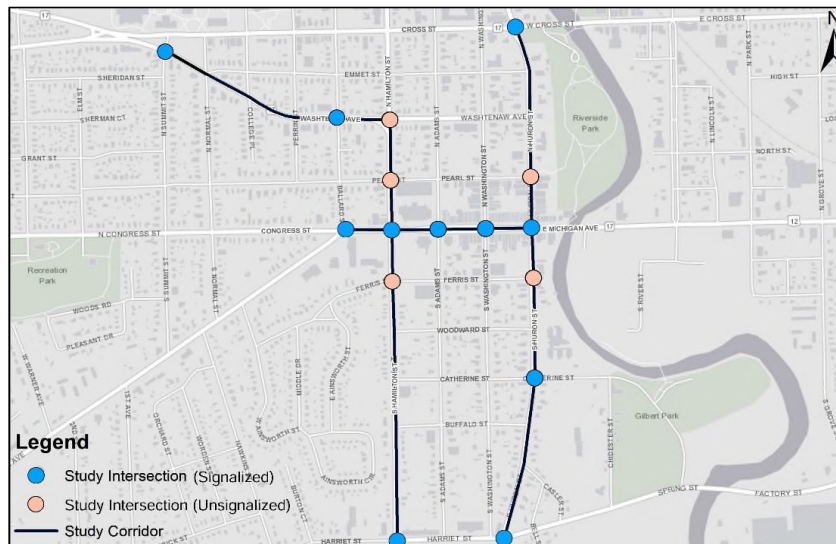
The City of Ypsilanti selected Hubbell, Roth & Clark, Inc. (HRC) to analyze the feasibility of a road diet on the major roadways through the downtown area. The major roadways analyzed within the study area include the Washtenaw Avenue, Hamilton Street, Huron Street, and Michigan Avenue corridors. All the routes to be studied for the road diet are under the jurisdiction of the Michigan Department of Transportation Brighton Transportation Service

The goal of the study is to provide enough detail about traffic safety and operations for stakeholders to make an informed decision about converting road segments using a road diet. The focus of this project will be the Synchro analysis of the roadway network to determine if the road diet will maintain an acceptable delay and level of service (LOS) with future traffic on the network. This study will contain all information required to meet the MDOT Road Diet Checklist (Form 1629, dated 4/18) for the MDOT Brighton TSC to present to the MDOT Engineering Operations Committee for approval.

The study analyzed 16 different intersections along the following four downtown Ypsilanti:

Washtenaw Avenue between Summit Street and Hamilton Street
Hamilton Street between Washtenaw Avenue and H
Huron Street between Cross Street and Harriet/Spring Streets
Michigan Avenue between Congress Street/Ballard Street and Huron Street

shows the study area that contains the road segments and intersections that were analyzed.



: Study Area



The purpose of this study is to perform a feasibility analysis for implementing a road diet concept on the study corridors of Washtenaw Avenue, Hamilton Street, and Huron Street. The City has desired to investigate reducing these roadways from three travel lanes to two by replacing a travel lane with either a 6-foot wide bike lane with a buffer or street parking. The City indicated there is no need for a road diet concept on Michigan Avenue since on-street parking already exists on both sides of the boulevard. The map shows a high-level overview of the road diet concept.



: Overview of Road Diet Concept

A capacity analysis was conducted on the roadway network during the AM, Midday, and PM peak hours for the existing, background, and road diet conditions to determine if the road diet has any adverse impacts on the roadway network. Through signal optimization and adding detection at various intersections, it was determined the road diet will not have any significant negative impacts on the roadway network.

The study also reviewed if the road diet had any adverse impacts on access management and sight distances, the added design features associated with the road diet are anticipated to cause any issues.

Safety Manual (the analysis was conducted to assess the safety implications of the road diet on Washtenaw Avenue, Hamilton Street, and Huron Street. These modifications include the introduction of a bike lane on Hamilton Street and Huron Street and parallel parking on Washtenaw Avenue and a small segment on Hamilton Street between Michigan Avenue and Ferris Street. The results from the HSM analysis predicts a reduction in total crash rate along all study segments by at least two crashes per mile per year. Fatal and injury crash rates are predicted to be reduced by at least one

The findings from this study show it will be feasible to convert these roadway segments using a road diet if the following recommendations are met:

- Optimize the signal timings (adjust splits and offsets) and add detection to change the signal operation fully actuated for the impacted intersections.

- Add all signage and pavement markings associated with the road diet as indicated on the complete set of drawings. MMA should be used at all conflict areas including bus stops and left-turns at unsignalized intersections.

- Add bike boxes along Huron Street approaching Michigan Avenue and Cross Street. A two stage bicycle box should also be added on Huron Street to turn left onto Cross Street.

- Along eastbound Washtenaw Avenue approaching Normal Street, change the shared left through lane to a right-turn lane drop. The northernmost travel lane downstream of the intersection will then be converted into street parking.

- Along southbound Hamilton Street approaching Pearl Street, change the shared right-through lane to a right-turn lane drop. The westernmost travel lane downstream of the intersection will then be converted into a bike lane with a buffer.

- Along northbound Huron Street approaching Harriet/Spring Street, remove the dedicated right-turn lane, change the easternmost through lane to a right-turn lane drop. The easternmost travel lane downstream of the intersection will then be converted into a bike lane with a buffer.

It should be noted, however, the concept and analysis south of Harriet Street is indicated in WATS's Huron I-75 Motorized Crossing Report dated December 2014 though and is not part of the scope in this study. Anything included in that area in this study is for reference purposes only.

goal of this study has been achieved by providing thorough details about traffic safety and operations to show the existing roadway network with future traffic will accommodate the proposed road diet. The road diet also provides several advantages that include the following benefits:

- Improve mobility for bicyclists on Hamilton and Huron Streets by adding bike lanes
- Promote better land use by adding 24 on-street parking spaces on Washtenaw Avenue and five on Hamilton Street between Ferris Street and Michigan
- Improve pedestrian safety by removing at least 12 feet of travel lane width at every impacted intersection
- Encourage lower vehicle speeds by replacing a travel lane with either a bike lane with
- Reduce the predicted crashes per mile per year by reducing the number of travel lanes from three to two

With the added benefits and the road diet not having any significant negative impacts on the existing roadway network, HRC recommends the road diet to be applied to the 2022 MDOT Rehabilitation Project.

MDOT Road Safety Audit: Hamilton and Huron St (US-12-BR) from Interstate 94 to Cross St (M-17)

MDOT

November 14 2018
Ypsilanti, MI

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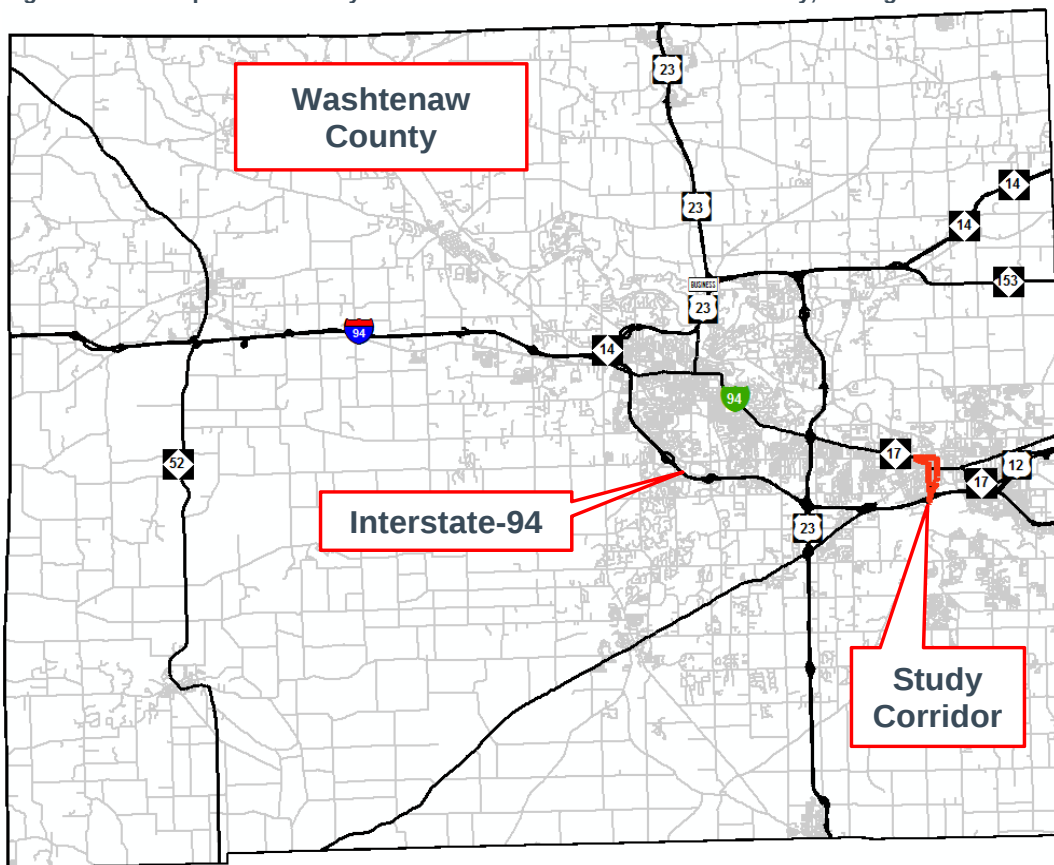
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1. Introduction

1.1. Background

Both, Hamilton Street and Huron Street (US-12 BR) are state trunklines arranged in a one-way pair to move traffic between Interstate-94 and downtown Ypsilanti in Washtenaw County, Michigan. Huron Street (US-12 BR) operates as one-way northbound between I-94 and M-17. The Cross Street (M-17) corridor operates as one-way westbound and services Eastern Michigan University which is located just north of the study site. Washtenaw Avenue (M-17), operates one-way eastbound, beginning at the intersection of Cross Street and Washtenaw Avenue, and continues east as M-17 until the intersection with Hamilton Street (US-12 BR). **Figure 1** below shows each corridor considered as part of this Road Safety Audit (RSA).

Figure 1-1 Map of RSA Study Corridor Location in Washtenaw County, Michigan

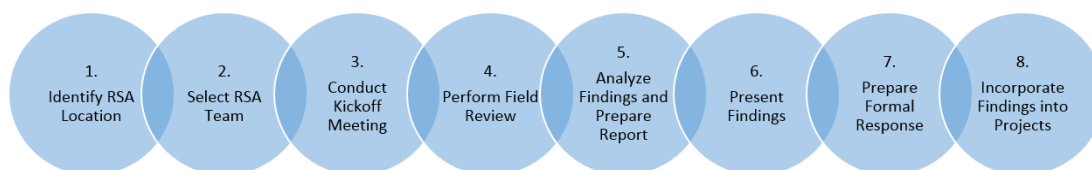


An RSA is a formal safety performance evaluation of an existing or future road or intersection by an independent and multidisciplinary team. RSAs provide MDOT with a proactive and innovative approach to analyze safety issues and collaboratively develop cost-effective solutions. Specifically, RSAs are targeted to identify and address safety issues related to emphasis areas, which include intersections, roadway departure, and non-motorized road users. Significant reductions in fatal and severe injury crashes can be achieved by addressing safety issues related to these emphasis areas and implementing proven safety countermeasures.

1.2. RSA Framework

This RSA was conducted using framework developed as a part of the Federal Highway Administration's (FHWA) Road Safety Audit Guidelines and associated training course. Safety issues specific to the study corridor were identified during the RSA process and a relative risk rating was provided for each. Treatments and countermeasures aimed to address these safety issues were suggested by the RSA team. Finally, a planning-level economic analysis was performed to provide additional guidance as to the potential impacts of implementing the quantifiable suggestions included in this report. **Figure 2** shows the RSA process applied as a part of this evaluation.

Figure 1-2 The 8-Step RSA Process



1.2.1. RSA Safety Risk Framework

Safety issues identified as a part of this evaluation were assigned a letter grade according to the *RSA Safety Risk Matrix* presented in **Figure 3** below. These letter grades represent the relative risk and priority of the identified safety issues between **F** (highest risk and highest priority) and **A** (lowest risk and lowest priority). The letter grades included in the *RSA Safety Risk Matrix* are developed based upon the combination of the estimated crash frequency and severity associated with each safety issue.

Figure 1-3 RSA Safety Risk Matrix

Crash Frequency		Frequent	C	D	E	F
		Occasional	B	C	D	E
		Rare	A	B	C	D
			Negligible	Low	Med	High
		Crash Severity				

RISK CATEGORY

A = Lowest priority

F = Highest priority

1.3. RSA Details

The RSA was facilitated by the Atkins team from September 25 to 27, 2018 and relevant details are provided in **Table 1** below. The RSA included a pre-audit kick-off meeting, field reviews during peak, off-peak, and nighttime conditions, in-office evaluation, and a preliminary findings meeting. The RSA team included members from the Atkins team to facilitate the RSA, along with MDOT staff independent of the study area MDOT region.

Table 1. Road Safety Audit Details

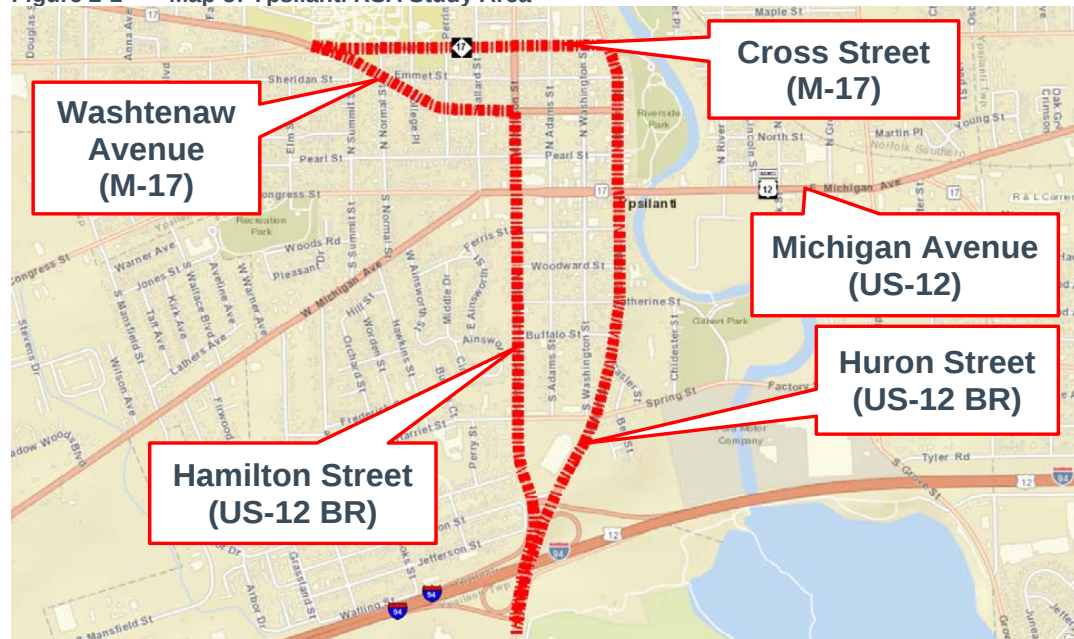
Item	Details
Project Limits	Hamilton and Huron Street (US-12-BR) from Interstate 94 to Cross Street (M-17) and Washtenaw Avenue (M-17)
Project Location	Washtenaw County, Michigan
Project Environment	Urban and Suburban Areas; including downtown Ypsilanti
Project Owner	MDOT
Date of RSA	September 25 – 27, 2018
RSA Stage	Existing Facility
RSA Team Members	The RSA team included the following members: • Jeffrey Bagdade (Atkins) – RSA Team Lead • Adam McArthur (Atkins) – RSA Secretary • Sterling Frazier – Atkins • Nivas Dammalapati - Atkins • Jason Ealy - MDOT • Mia Silver – MDOT • Tracie Leix – MDOT

2. Study Corridor Background

2.1. Site Description

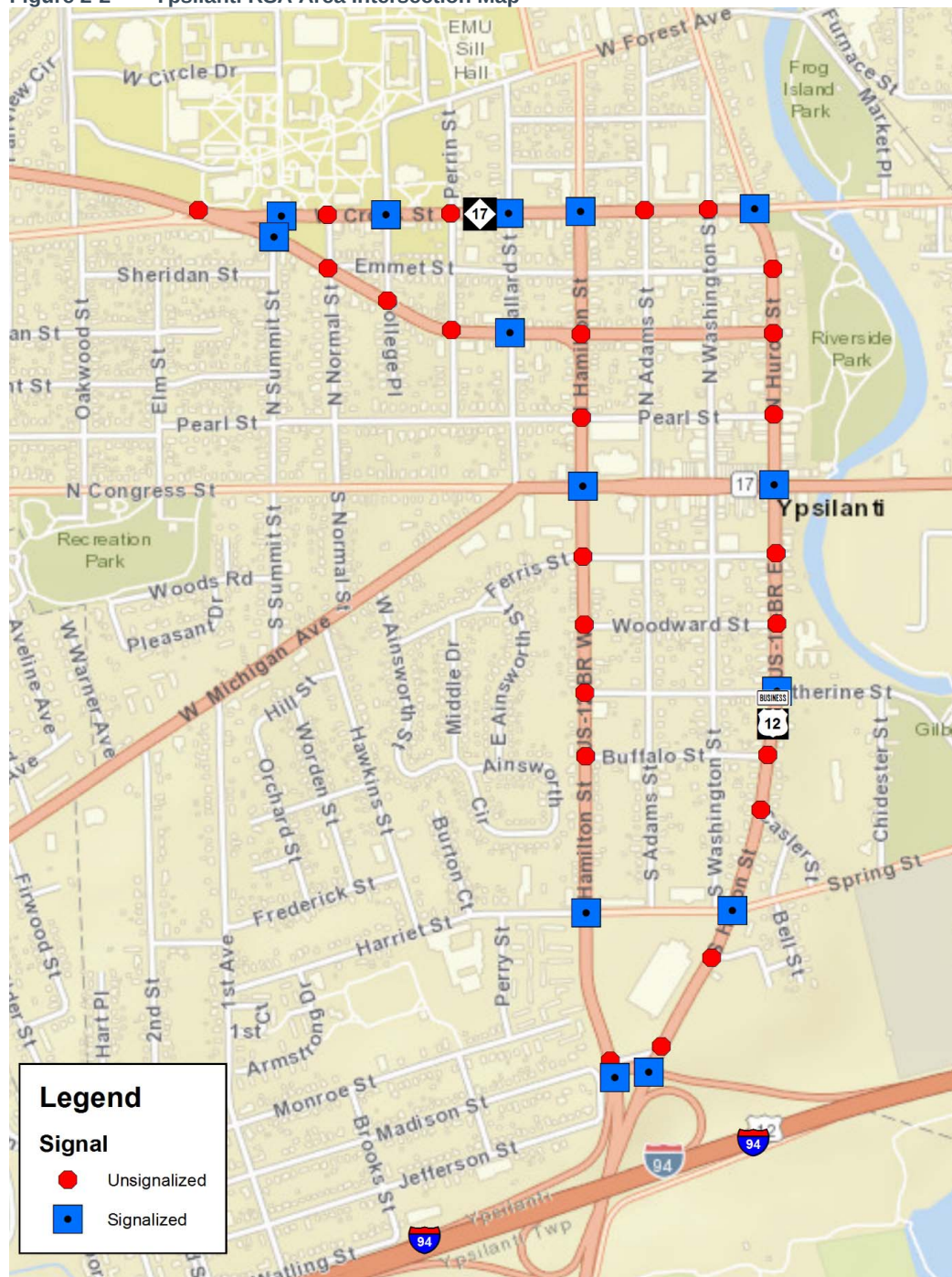
The RSA study area consists of four corridors servicing the vicinity between Interstate-94 and downtown Ypsilanti, spanning approximately 5 miles in length as shown in **Figure 2-1** below. Eastern Michigan University is located just north of Cross Street (M-17), where students use Huron Street and Hamilton Street (US-12 BR) as primary access to and from Interstate-94. Michigan Avenue (US-12) bisects Hamilton and Huron Street south of the University area and is indicated on the map below. For reference, the intersections with Michigan Avenue were considered as part of this study, while the corridor of Michigan Avenue was not.

Figure 2-1 Map of Ypsilanti RSA Study Area



The study area incorporates 38 intersections, including 14 using signal control as shown in **Figure 2-2**. Major intersections located in the study area include: Huron Street at Michigan Avenue, Hamilton Street at Michigan Avenue, Washtenaw Avenue at Cross Street, Huron Street at Harriet Street, and Hamilton Street at Harriet Street.

Figure 2-2 Ypsilanti RSA Area Intersection Map



Atkins MDOT Road Safety Audit: Hamilton and Huron St (US-12-BR) from Interstate 94 to Cross St (M-17) | Version 1.0 | November 14 2018 | JN113542

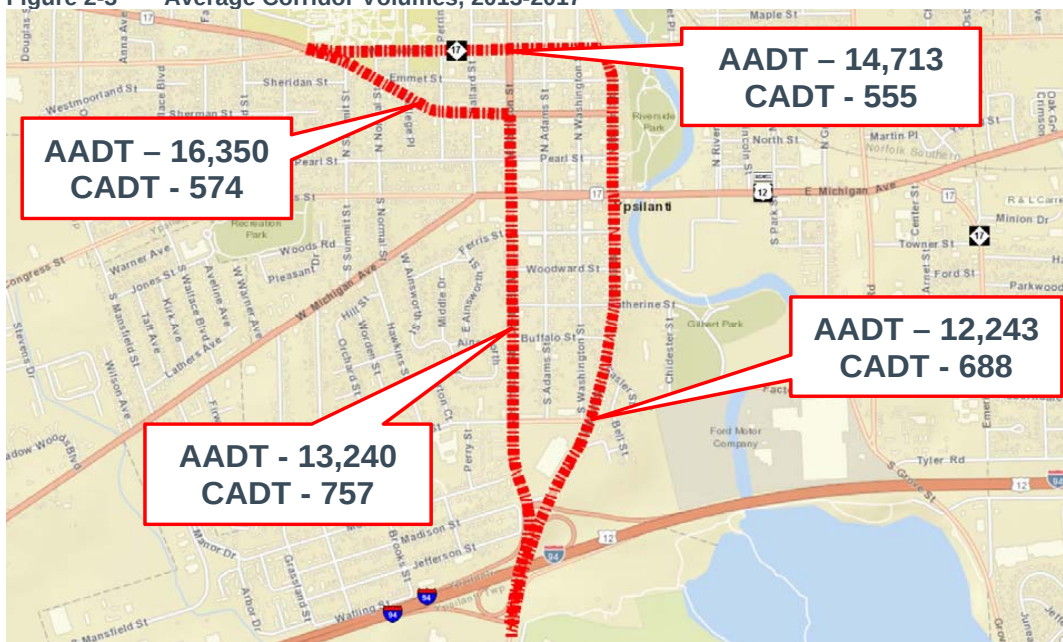
2.2. Corridor Traffic Volumes

Historical annual average daily traffic (AADT) volumes from 2013 to 2017 were collected from the annual MDOT shapefiles specific to each corridor. **Appendix G** provides an average year AADT calculated based on the data collected for each corridor, along with commercial annual average daily traffic (CADT) values as well. **Table 2-1** below provides a summary of the average volumes for each corridor.

Table 2-1 Average Corridor Volume, 2013-2017

Corridor	AADT	CADT
Cross Street	14,713	555
Washtenaw Avenue	16,350	574
Hamilton Street	13,240	757
Huron Street	12,243	688

Figure 2-3 Average Corridor Volumes, 2013-2017



2.3. RITIS Speed Data

The Regional Integrated Transportation Information System (RITIS) *Probe Data Analytics Suite* which is an online based tool utilized by MDOT provides real-time and average speed data using INRIX probe data. For analysis, data was obtained from January to August 2018 and aggregated separately for each corridor: Huron Street, Cross Street, Washtenaw Avenue and Hamilton Street. Two separate periods of time were assessed to determine if winter conditions factored into speed patterns. **Figures 2-4 through 2-7** provide the output by time of day for each corridor.

Figure 2-4 Huron Street Average Speed by Time of Day

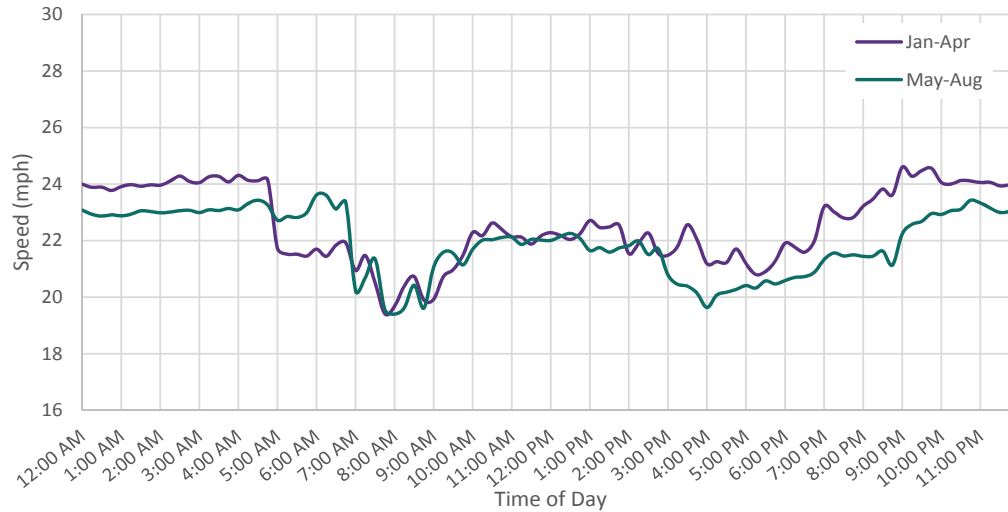


Figure 2-5 Cross Street Average Speed by Time of Day

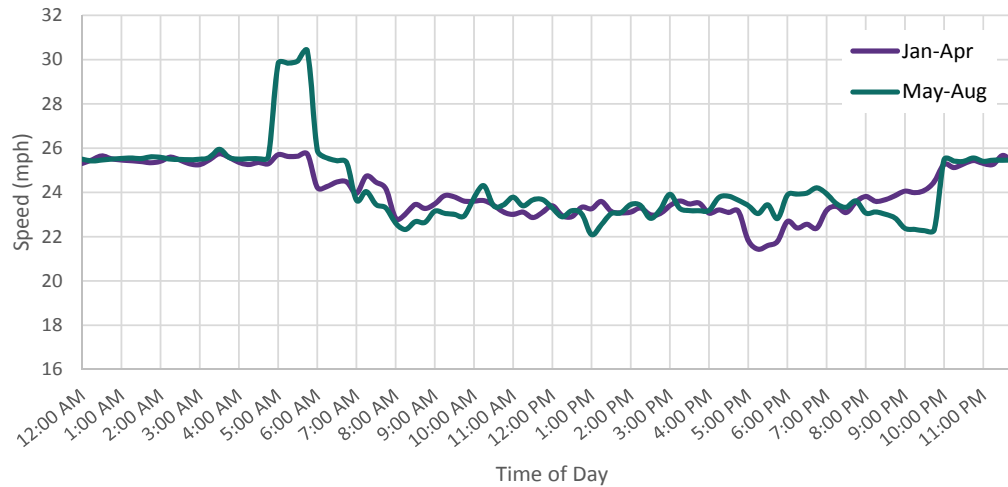


Figure 2-6 Washtenaw Avenue Average Speed by Time of Day

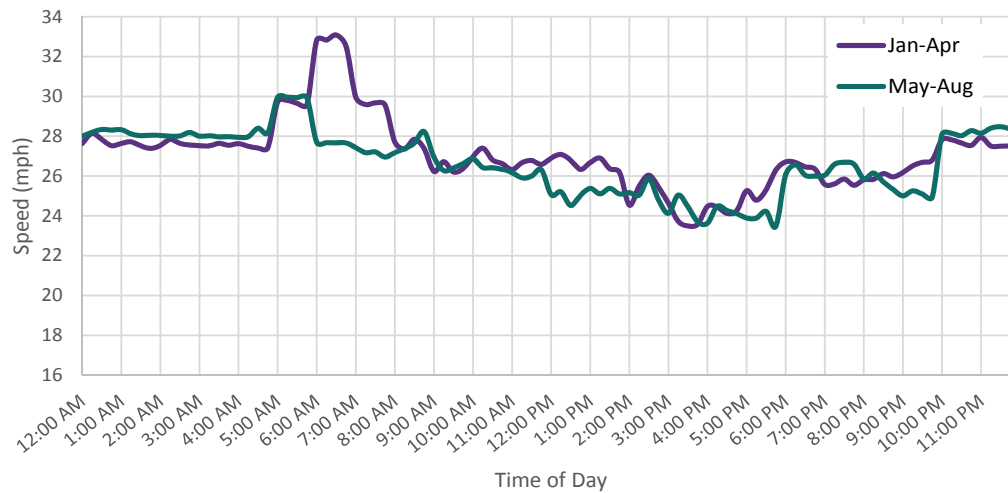
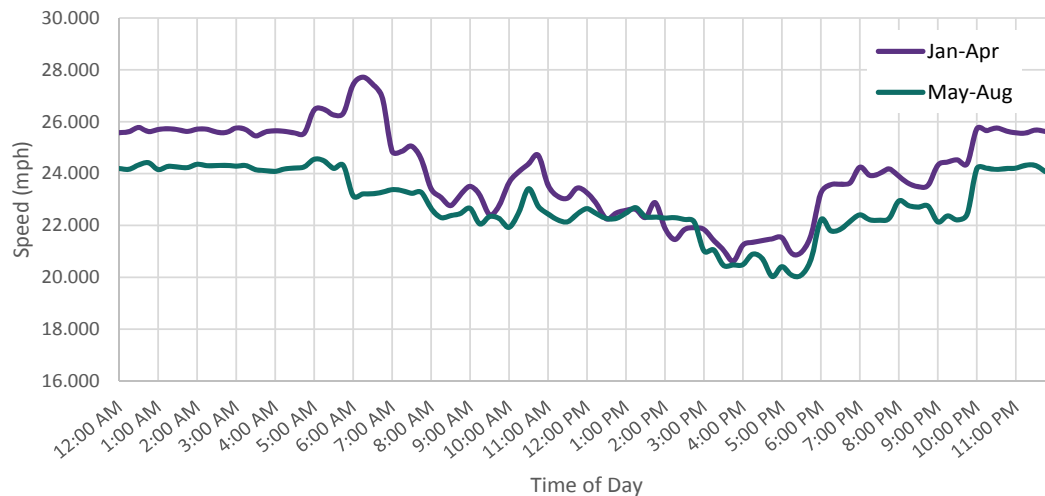


Figure 2-7 Hamilton Street Average Speed by Time of Day



As shown, speeds were greatest during the early AM and late evening for each corridor. Speeds were lowest during the PM peak, where minimum values for each corridor were found. These findings correlate with the congestion observed on the corridor during those times. **Appendix A** provides additional information for each corridor with data provided by each segment as obtained from RITIS.

2.4. International Road Assessment Program (iRAP) Analysis

The iRAP is a worldwide road assessment program (RAP) that offers tools that aid in assessing the amount of risk related to a roadway segment or intersection. The approach is focused on screening roadway networks and quantifying risk based on the presence or absence of traffic control and other roadway design features that are known to impact safety. Using the iRAP provided tool, each roadway section is assigned a risk score and the risk score is then translated into a star rating. The tool is comprised of four risk models based on the type of road user (motor vehicle occupants, motorcycle, pedestrian, or bicyclist). The risk models for vulnerable road users (motorcyclists, pedestrians, and bicyclists) are very effective in identifying safety issues for pedestrians and bicyclists; especially in the absence of statistically significant clusters of crashes.

Data requirements for each road user is outline in **Table 2-2** through **Table 2-5**. The roadway was divided into 100 meter segments and data was collected for every segment, which is then input to the iRAP risk models and analyzed. Data is typically collected from the most recently available satellite imagery of the corridor. The data collected is based on the risk factors associated with key crash types. Each attribute listed below has a weighting based on its relative risk of causing a fatal or serious injury crash involving the corresponding road user. Details iRAP model is publicly available on the iRAP website (www.irap.org). **Table 2-6** outlines the iRAP star rating framework which was utilized in the analysis.

Table 2-2 iRAP Data Requirements - Motor Vehicle Occupants

Intersection	Head-on	Run-off-road
• Operating speed • Intersection type • Intersecting road volume • Intersection quality • Minor access density • Channelization • Sight Distance	• Operating speed • Median type • Number of lanes • Lane width • Curvature • Curvature quality • Overtaking demand • Road condition	• Operating speed • Roadside severity – left • Roadside severity – right • Lane width • Paved shoulder • Curvature • Curvature quality • Delineation • Shoulder rumble • Road condition • Skid Resistance • Grade • Sight Distance

Table 2-3 iRAP Data Requirements - Motorcyclists

Intersection	Head-on	Run-off-road
• Operating speed • Intersection type • Intersecting road volume • Intersection quality • Minor access density	• Operating speed • Number of lanes • Lane width • Curvature • Curvature quality • Overtaking demand • Road condition	• Operating speed • Lane width • Paved shoulder width • Curvature • Curvature quality • Delineation • Shoulder rumble strips • Road condition • Facilities for motorcycles

Table 2-4 iRAP Data Requirements - Pedestrians

Along	Crossing
• Speed • Sidewalk provision – left • Sidewalk provision – right • Side friction • Pedestrian fencing	• Speed • Number of lanes • Median type • Crossing facilities – main road • Crossing facilities – cross street • Crossing facilities quality • Street lighting

Table 2-5 iRAP Data Requirements - Bicyclists

Intersection	Along	Crossing
• Operating speed • Intersection type • Intersecting road volume • Intersection quality • Minor access density	• Operating speed • Roadside severity – left • Roadside severity – right • Lane width • Paved shoulder • Curvature • Curve quality • Delineation • Road condition • Facilitates for bikes • Side friction	• Operating speed • Crossing facilities • Number of lanes • Median type • Crossing facilities • Crossing facilities quality

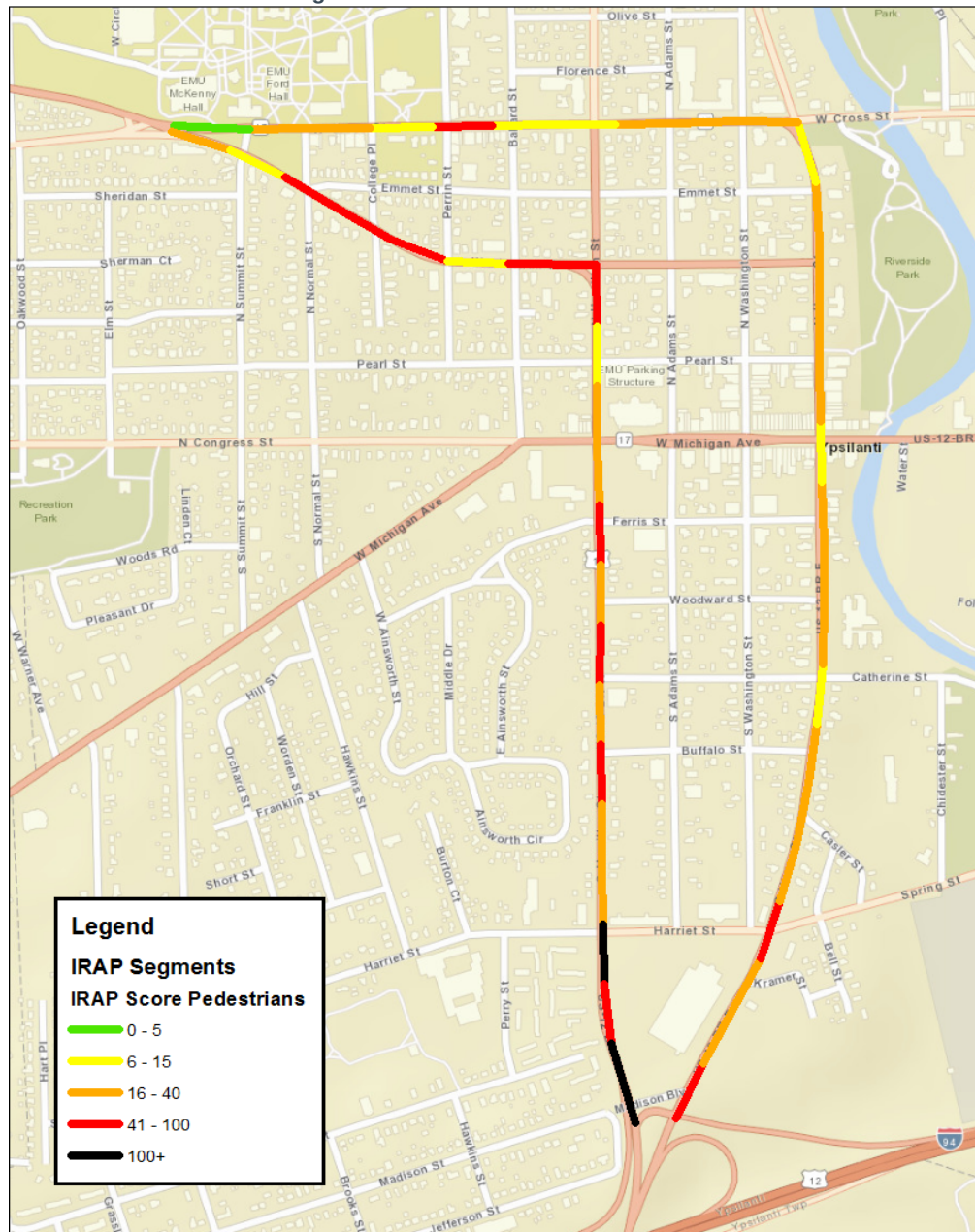
Table 2-6 iRAP Star Rating Framework

Star Rating	Motor Vehicle Occupants	Motorcyclists	Pedestrians	Bicyclists
5	0 to < 2.5	0 to < 2.5	0 to < 5	0 to < 5
4	2.5 to < 5	2.5 to < 5	5 to < 15	5 to < 10
3	5 to < 12.5	5 to < 12.5	15 to < 40	10 to < 30
2	12.5 to < 22.5	12.5 to < 22.5	40 to < 100	30 to < 60
1	22.5 +	22.5+	100+	60+

2.4.1. iRAP Analysis Results

iRAP analyses were conducted for the entire study corridor as outlined in **Figure 2-1** for motor vehicle occupants, motorcyclists, pedestrians and bicyclists. **Figure 2-8**, along with additional figures provided in **Appendix H**, indicate the risk scores obtained from iRAP risk models. **Figure 2-8** provides the pedestrian iRAP scores for each project segment.

Figure 2-8 iRAP Pedestrian Scores



3. Existing Safety Features

MDOT in partnership with the City of Ypsilanti has already implemented several countermeasures to reduce speeds and improve safety on Cross Street with the inclusion of bike lanes and on-street parking, and on Huron Street from Michigan Avenue to Pearl Street with bulb-outs and on-street parking as shown in **Figures 3-1** and **3-2**. In addition, lighting was observed as operational and illuminating throughout the entire RSA study area.

Figure 3-1 View of Bike Lane and Parking along Cross Street



Figure 3-2 View of Intersection Bulb-Outs on Huron Street North of Michigan Avenue



4. Historical Crash Analysis

As a supplement to the findings obtained as part of the RSA process, the Atkins team conducted a comprehensive historical crash analysis. First, a traditional crash data evaluation was completed, which includes the analysis of descriptive statistics for intersections and segments separately to determine crash patterns specific to each facility in the RSA study area. In addition, a state-of-the-art analysis was conducted for intersections using the Empirical Bayes (EB) method outlined in the American Association of State Highway Transportation Officials (AASHTO) *Highway Safety Manual* (HSM). Data for analysis were collected for the most recent five-year period (2013-2017) from the *Michigan Traffic Crash Facts* (MTCF) website, where a summary of the overall data is provided in **Table 4-1**.

Table 4-1 Summary of RSA Study Area Traffic Crash Data (2013-2017)

Location	Traffic Crashes				Non-Motorized	
	Fatal	Injury	PDO	Total	Ped	Bike
Segments	0	5	36	41	0	0
Intersections	2	150	897	1049	10	8
Corridor Total	2	155	933	1090	10	8

Overall, 1,090 traffic crashes occurred on study segments from 2013 to 2017, with 155 resulting in a non-fatal injury. Fatal and injury crashes were most prevalent on Washtenaw Avenue between Perrin Street and Ballard Street, along Cross Street near Huron Street, and at Harriet Street for both Huron Street and Hamilton Street as shown in the **Figure 4-3** heat map. Total crashes were most apparent near Michigan Avenue and Huron Street, along with Harriet Street at Hamilton Street and Huron Street, and are shown in the **Figure 4-4** heat map. A comprehensive set of crash data is provided by intersection in **Appendix B**.

For reference, two fatal crashes occurred during the analysis period as shown in **Figure 4-2**:

- Washtenaw Avenue and Perrin Street – September 1, 2017 at 9:08 PM – A single motorcycle was speeding, ran off road right and struck a utility pole.
- Hamilton Street and Buffalo Street – June 26, 2014 at 2:14 PM – A single vehicle struck a pedestrian in the middle lane of Hamilton and fled the scene.

Pedestrians and bicyclists were involved in ten and eight crashes, respectively. The specific location of each pedestrian and bicycle crash is shown in **Figure 4-1** on the next page.

Figure 4-1 Fatal Crash Location Map

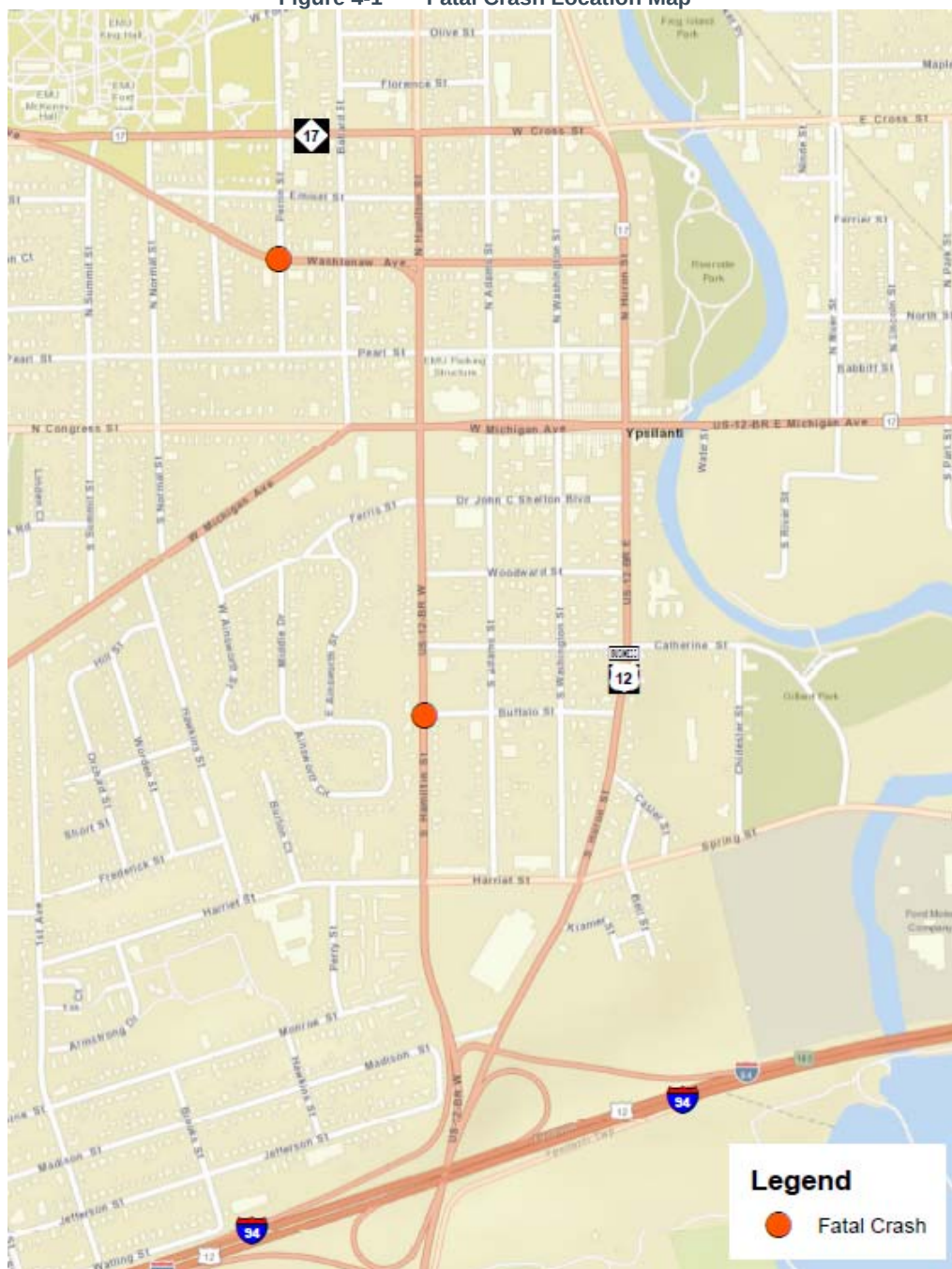


Figure 4-2 Pedestrian and Bicycle Crash Location Map

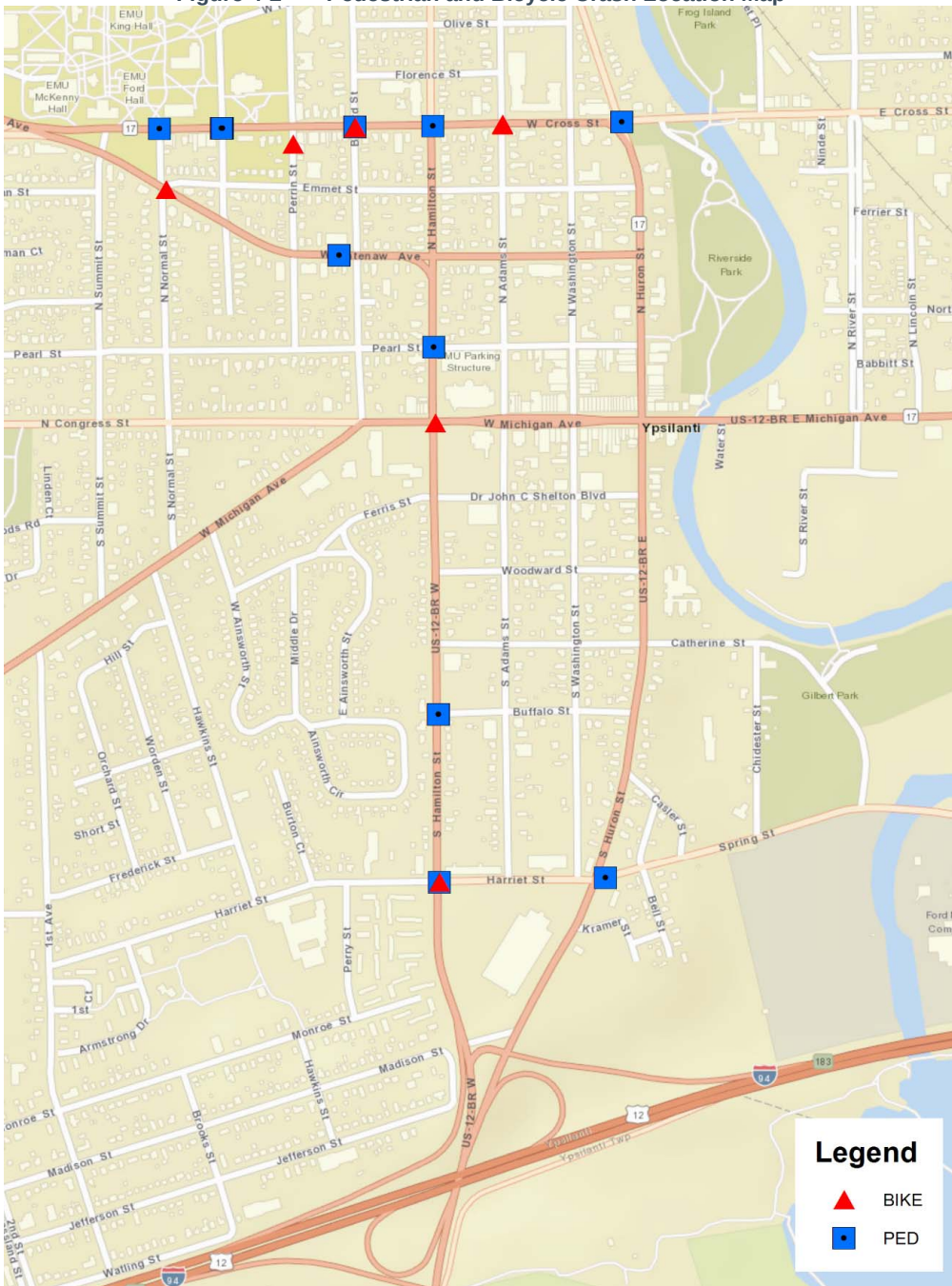


Figure 4-3 Fatal and Injury Crash Hot Spot Map

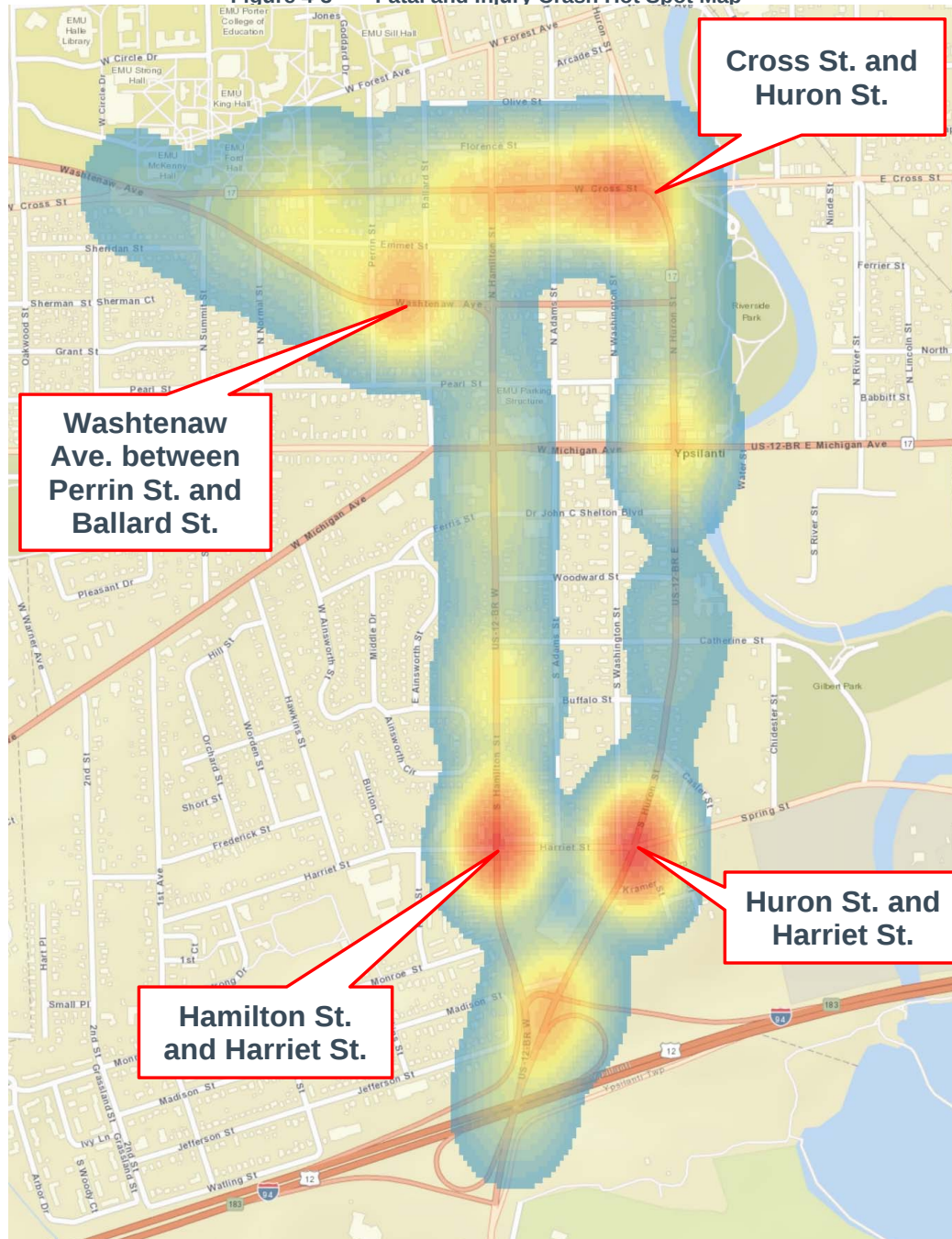
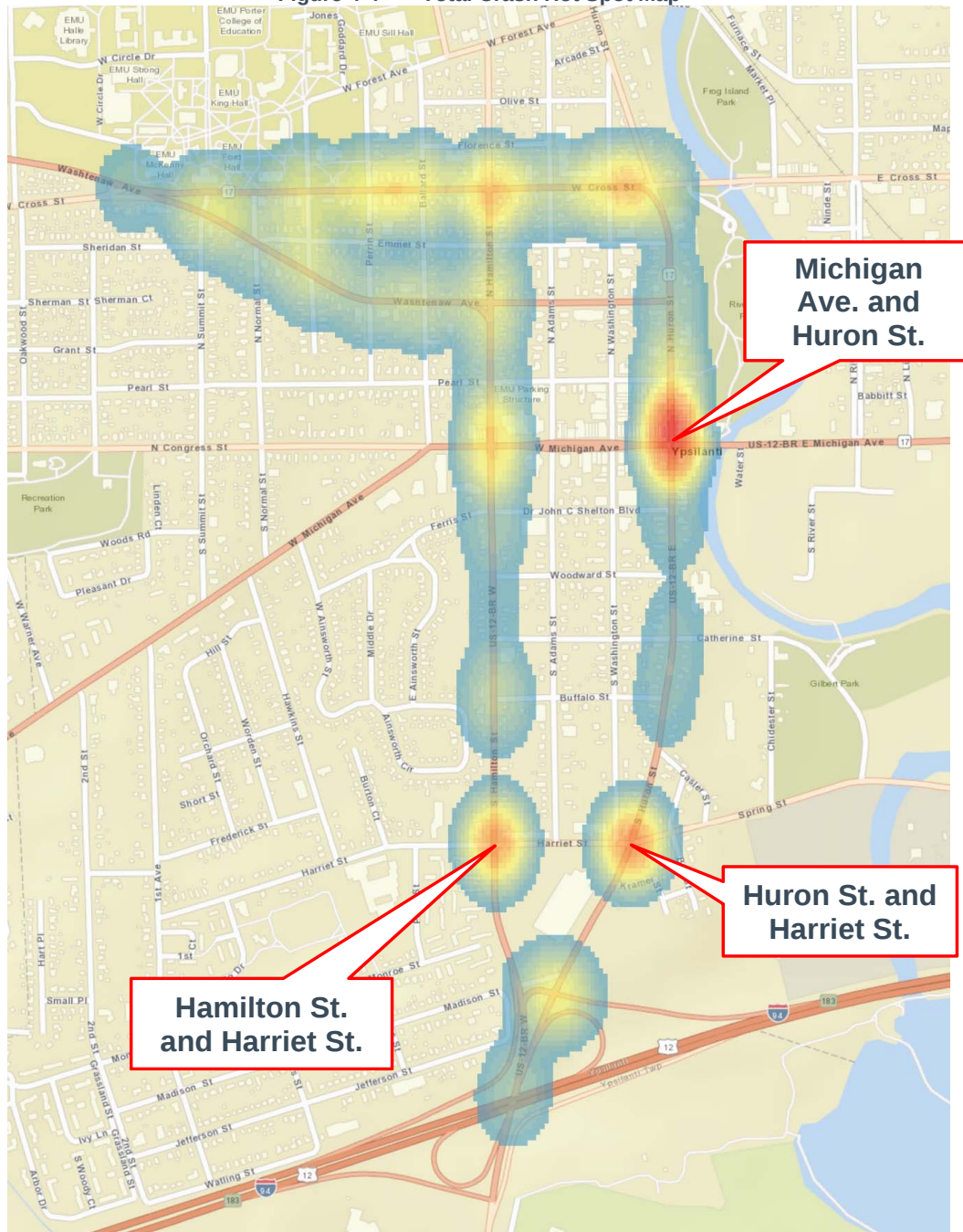


Figure 4-4 Total Crash Hot Spot Map



4.1. Empirical Bayes Method Evaluation

While traditional safety analysis techniques provide an important contextual understanding of existing safety performance, the inherent bias and overdispersion of crash data is present when using these methodologies alone. As such, the American Association of State Highway and Transportation Officials (AASHTO) has developed state-of-the-art Empirical-Bayes (EB) methodology outlined in their 2010 Highway Safety Manual (HSM), which considers the impact of changing traffic volumes, regression-to-the-mean bias, and other factors that potentially affect the frequency of traffic crashes.

The EB-method combines a site's observed crash frequency developed using a statistical model, referred to as a safety performance function, to estimate an expected average yearly crash frequency. Ultimately, the estimated predicted crash frequency is subtracted from the calculated expected crash frequency to determine excess expected crashes, or the number of expected crashes above or below crash frequencies for other similar facilities. For analysis, the *Michigan Urban Trunkline Intersections Safety Performance Functions (SPFs) Development and Support* models were used to calculate the predicted and expected crash numbers for each facility. These models considered the one-way nature of the roadway facilities for each intersection. For reference, HSM methodology is not yet available for one-way segments and therefore was not conducted for segments as part of this project. **Table 4-2** below shows model results aggregated by corridor.

Table 4-2 Summary of EB-Method Intersection Safety Analysis by Corridor (2013-2017)

Corridor	Predicted			Expected			Excess Expected		
	FI	PDO	Total	FI	PDO	Total	FI	PDO	Total
Cross	10.8	52.2	63.0	8.7	49.8	58.5	-2.1	-2.4	-4.5
Washtenaw	8.5	36.8	45.3	3.7	23.2	26.9	-4.8	-13.6	-18.4
Huron	8.9	44.5	53.4	6.3	27.9	34.2	-2.6	-16.7	-19.3
Hamilton	6.4	28.6	35.0	4.9	20.9	25.8	-1.6	-7.7	-9.3

Overall, each corridor exhibits positive safety performance, where the expected number of crashes is lower than the predicted. This finding is exemplified by the negative excess expected numbers shown in **Table 4-2**, where the facilities are operating better than similar peers. For additional context, charts have been prepared to show the predicted and expected fatal and injury crash values for each intersection by corridor and are shown in **Figures 4-5** through **4-8**. The excess expected shown on these charts represents opportunity for improvement, as those intersections with excess expected are operating with poor safety performance in comparison with other similar intersections. In addition, total crash EB-method analysis charts are provided in the **Appendix C** of this report.

Figure 4-5 Cross Street Fatal and Injury EB-Method Analysis



Figure 4-6 Washtenaw Avenue Fatal and Injury EB-Method Analysis

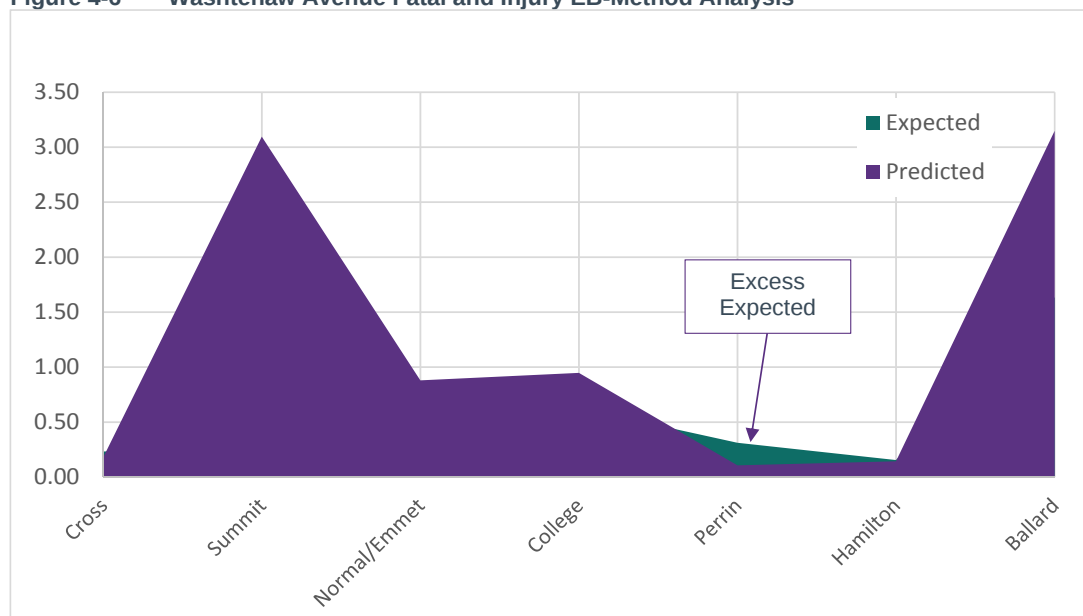


Figure 4-7 Huron Street Fatal and Injury EB-Method Analysis

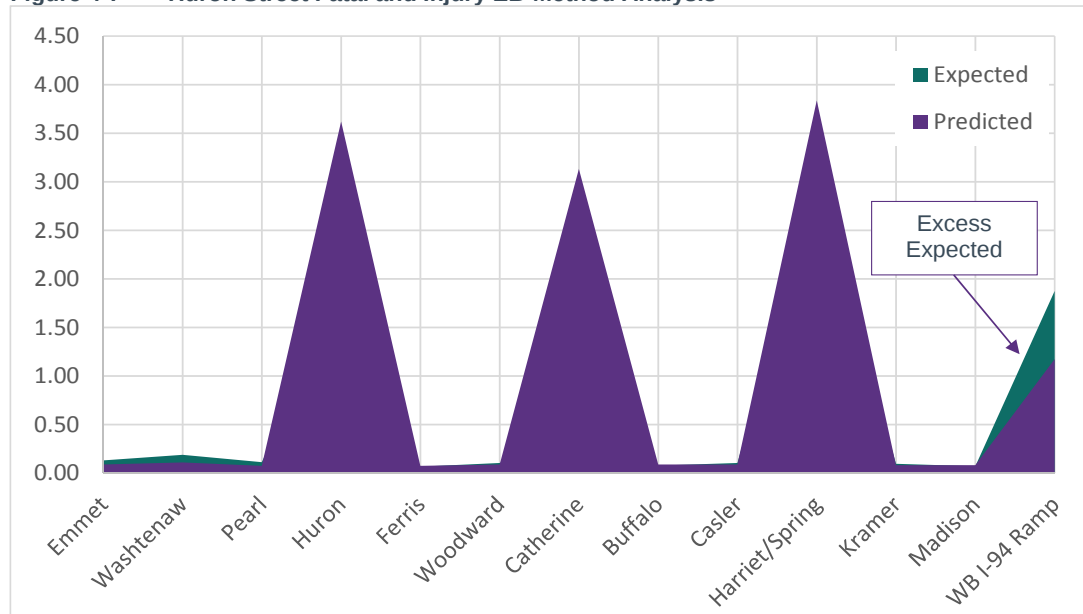
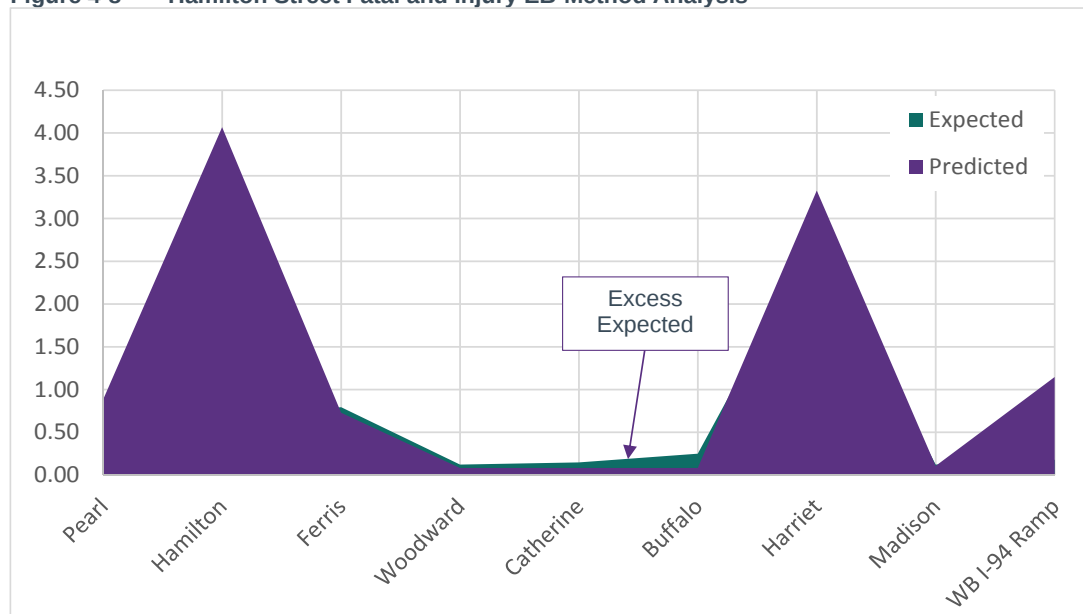
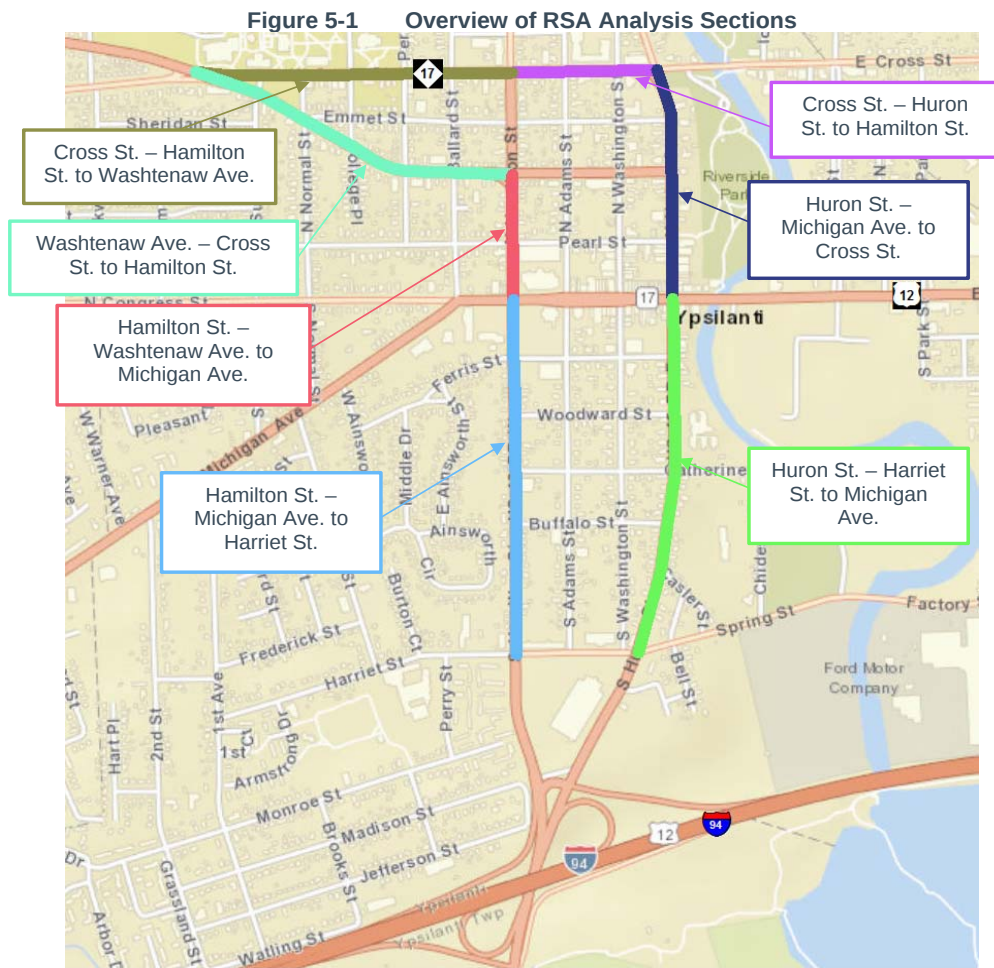


Figure 4-8 Hamilton Street Fatal and Injury EB-Method Analysis



5. Safety Issues and Suggestions

Safety issues specific to each section of the corridor were identified during as part of the RSA team's field review and crash analysis. A relative risk rating is provided based upon the estimated frequency and severity as specified in the *RSA Safety Risk Framework* outlined in **Section 1.2.1**. A comprehensive list of safety issues is provided in **Appendix D** and a complete list of suggestions is found in **Appendix E**. For reference, the corridor was disaggregated into seven sections for presenting safety issues and their associated suggestions as shown in **Figure 5-1** below.

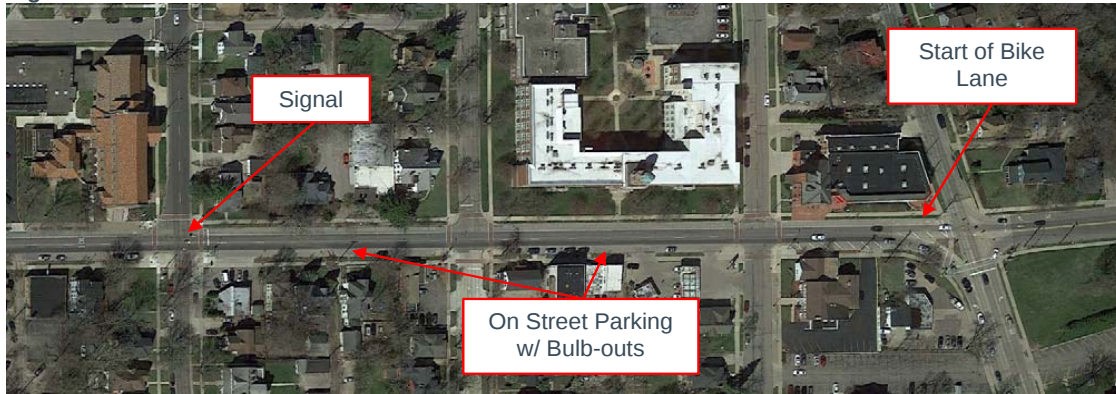


In addition to the sections shown above, the RSA team reviewed the area around I-94. However, due to the frequency of other studies previously completed for this area, the team decided to spend most of their effort in the sections above. More information regarding the I-94 interchange is provided in **Section 5.8**.

5.1. Cross Street from Huron Street to Hamilton Street

Beginning at the most northeast point of the study area, Cross Street is primarily a two-lane one-way cross-section with a single non-buffered bike lane on the north side and on-street parking with bulb-outs on the south side of the roadway (**Figure 5-2**). A signal is present at the intersection of Cross Street and Hamilton Street.

Figure 5-2 Aerial of Cross Street from Huron Street to Hamilton Street



According to speed data obtained from RITIS, the mean free-flow speeds are consistent with the posted speed limit of 25 MPH. However, drivers entering Cross Street from northbound Huron Street using the free-flow lane were observed speeding and crossing over into the right lane in front of through traffic from the east, which would require a speed study to verify. Also, this resulted in a few conflicts (near misses) for sideswipe-same direction crashes observed during field review. Further review of the crash data found that 27 sideswipe-same crashes occurred here over a five-year period.

In addition, the crosswalks for pedestrians traversing Cross Street at both Adams Street and Washington Street were difficult to see while driving the corridor and were not signed as well. Two bicycle crashes occurred at the intersection with Adams Street as follows:

- Cross Street and Adams Street – February 18, 2013 at 1:54 PM – A single vehicle hit a bicyclist in the south leg crosswalk.
- Cross Street and Adams Street – June 3, 2013 at 4:27 PM – A single vehicle struck a bicyclist in the south leg crosswalk and fled the scene.

Table 5-1 Safety Issues for Cross Street from Huron Street to Hamilton Street

#	Safety Issue	Crash Frequency	Crash Severity	Risk Category
I-1	Delivery vehicles impeding bike and vehicle traffic	Rare	Low	B
I-2	No buffer space for bike lanes	Occasional	Medium	D
I-3	Poor pavement markings for crosswalks, bike lanes and lane lines	Occasional	Medium	D

Figure 5-3 Bike Lane Buffer Alternatives



Providing shared or flexible parking spaces that are designated as loading zones based on time of day would accommodate delivery vehicles supporting businesses along Cross Street. This could be accomplished by using a combination of pavement markings and signage to alert drivers of the restrictions.

For the bicycle lanes, a buffer could be introduced using one of three methods separately or in combination with one another:

- Pavement markings
- Flexible delineators
- Raised curb

Maintenance costs and operations should be considered and discussed before implementation of any proposed alternative.

Finally, to address crosswalk visibility, enhanced pavement markings using wet reflective or other innovative materials could be utilized to enhance delineation and command driver attention to pedestrian crosswalks. These markings could be recessed into the pavement to improve durability related to winter maintenance. In addition, the use of R1-6 or R1-6a In-Street Pedestrian Crossing signs should be considered to increase driver yield compliance at crosswalks and reduce vehicle speeds as shown in recent pedestrian gateway research by MDOT. For reference, these signs shall not be used at signalized locations according to the MMUTCD and are only recommended for the unsignalized crossings at Washington Street and Adams Street as part of this study.

Table 5-2 Suggestions for Cross Street from Huron Street to Hamilton Street

#	Suggestion
S-1	Provide flex spaces for designated loading zones based on time of day.
S-2	Provide buffer lane with optional enhancements
S-3	Provide enhanced transverse pavement markings and/or in-street pedestrian crosswalk signs

5.2. Cross Street from Hamilton Street to Washtenaw Avenue

Continuing from the previously identified section, Cross Street is primarily a two-lane one-way cross-section with a single non-buffered bike lane on the north side and on-street parking with bulb-outs on the south side of the roadway (**Figure 5-4**). The bike lane is not continuous through the whole section and terminates abruptly at Normal Street as indicated in **Figure 5-4**. Signals are present at the intersections with Hamilton Street, Ballard Street, College Place and Summit Street.

Figure 5-4 Aerial of Cross Street from Hamilton Street to College Place

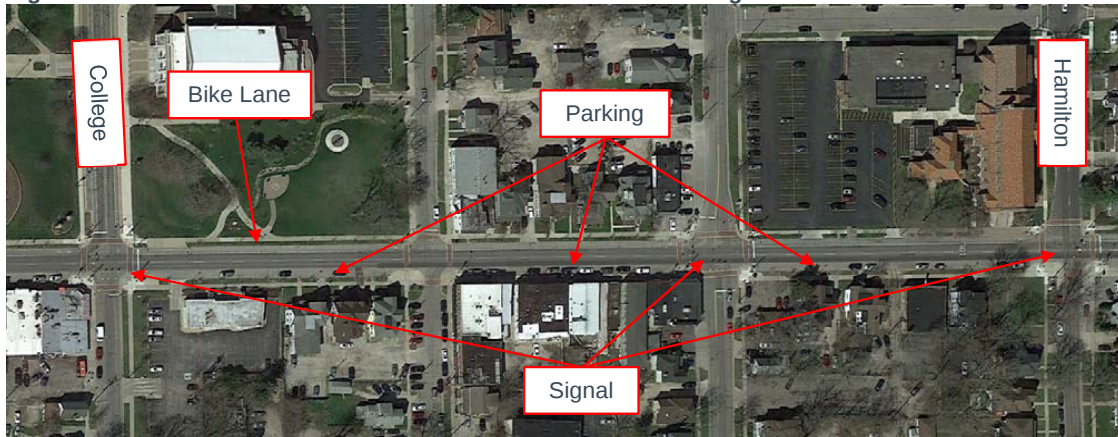
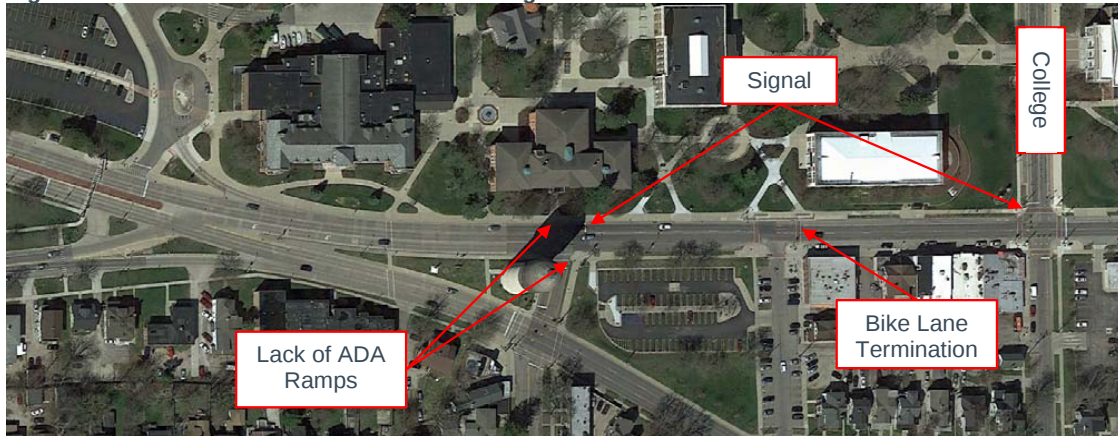


Figure 5-5 Aerial of Cross Street from College Place to Washtenaw Avenue



According to speed data obtained from RITIS, the mean free-flow speeds generally agree with the posted speed limit of 25 MPH, except for the period between 5 AM and 7 AM during the months of May through August where average speed exceeds 30 MPH. Based on five-years of data, 8 of the 19 pedestrian and bicycle crashes in the study area have occurred in this section. Moreover, a single pedestrian crash occurred at the unsignalized intersection with Normal Street as follows:

- Cross Street and Normal Street – November 21, 2017 at 6:08 PM – A single vehicle struck a pedestrian while turning left onto Cross Street from Normal Street.

As such, the unsignalized crosswalks at Normal Street and Perrin Street would benefit from enhanced pavement markings and in-street pedestrian crossing signs like those discussed in **Section 5.1**. In addition, the crossing at Summit Street would benefit from ADA ramp improvements in the northeast and southeast quadrants as indicated in **Figure 5-5**. Finally, the abrupt termination of the bike lane at Normal Street present a concern for bicyclist traversing Cross Street. For better continuity, the use of shared lane markings covered in Section 9C.07 should be implemented or a bicycle lane exit ramp configuration should be utilized to properly transition bicyclists up to the crosswalk. More information regarding potential bicycle lane transition options is included in the **Appendix F**.

Table 5-3 Safety Issues for Cross Street from College Place to Washtenaw Avenue

#	Safety Issue	Crash Frequency	Crash Severity	Risk Category
I-4	Uncontrolled pedestrian crossings	Occasional	Medium	D
I-5	Abrupt termination of bike lane at west end of corridor	Rare	Medium	C
I-6	Lack of ADA ramps	Rare	Medium	C

Table 5-4 Suggestions for Cross Street from College Place to Washtenaw Avenue

#	Suggestion
S-4	Provide enhanced transverse pavement markings and/or in-street pedestrian crosswalk signs
S-5	Implement shared lane markings per the MMUTCD or install a transition ramp
S-6	Install ADA compliant facilities

5.2.1. Long-Term Improvements

Other modifications discussed by the RSA team included closure of the eastbound free-flow right-turn lane from Cross Street west of Washtenaw Avenue for vehicles entering eastbound Washtenaw Avenue. In addition to that closure, a re-alignment of Cross Street to 'tee' into Washtenaw Avenue would be necessary. The combination of these modifications would result in a two-lane cross-section for Washtenaw Avenue, effectively reducing the total distance required for pedestrians crossing Washtenaw Avenue.

Figure 5-6 Cross Street and Washtenaw Avenue Proposed Re-Alignment



These modifications would also provide an opportunity to start a road diet on Washtenaw Avenue, where a buffered bicycle lane could replace the entry point for the existing right-turn movement and the cross-section be reduced to two-lanes on Washtenaw Avenue.

5.3. Washtenaw Avenue from Cross Street to Hamilton Street

Washtenaw Avenue starting at Cross Street is primarily a three-lane cross-section with a posted speed of 35 MPH. No bicycle lanes are present, and there are a series of uncontrolled pedestrian crosswalks present along the corridor as shown in **Figures 5-7** and **5-8** below. Speeding was observed during field review along the downhill section associated with the sagging vertical curve and should be reviewed by a speed study.

Figure 5-7 Aerial of Washtenaw Avenue from Cross Street to Perrin Street



Figure 5-8 Aerial of Washtenaw Avenue from Perrin Street to Hamilton Street



Numerous pedestrians were observed crossing mid-block in front of approaching traffic, particularly in the section between Perrin Street and Hamilton Street. Crossing Washtenaw Avenue at Normal Street was also particularly challenging for the RSA team during field review, where a near-miss was also observed. For reference, two non-motorized crashes occurred in this section during the five-year analysis period:

- Washtenaw Avenue west of Ballard Street – February 6, 2013 at 10:54 PM – A single vehicle struck a pedestrian crossing mid-block west of Ballard under poorly lighted conditions.
- Washtenaw Avenue at Normal Street – November 5, 2016 at 12:51 AM – A single vehicle struck a bicycle crossing Washtenaw southbound east of Normal.

In addition, there was evidence of pedestrian's crossing the free-flow right-turn lane that facilitates movement from Washtenaw Avenue to Hamilton Street. Walking paths were observed bisecting the center of the channelizing island there, which was at the apex of the turn. This informal crossing has a higher risk or crash potential as observed in the iRAP analysis in **Section 2.4.1**, as vehicles may not see pedestrians crossing the lane until they've already started their turn at speed. The issue of sight distance also effects pedestrians here, as they don't immediately see vehicles approaching upstream when crossing.

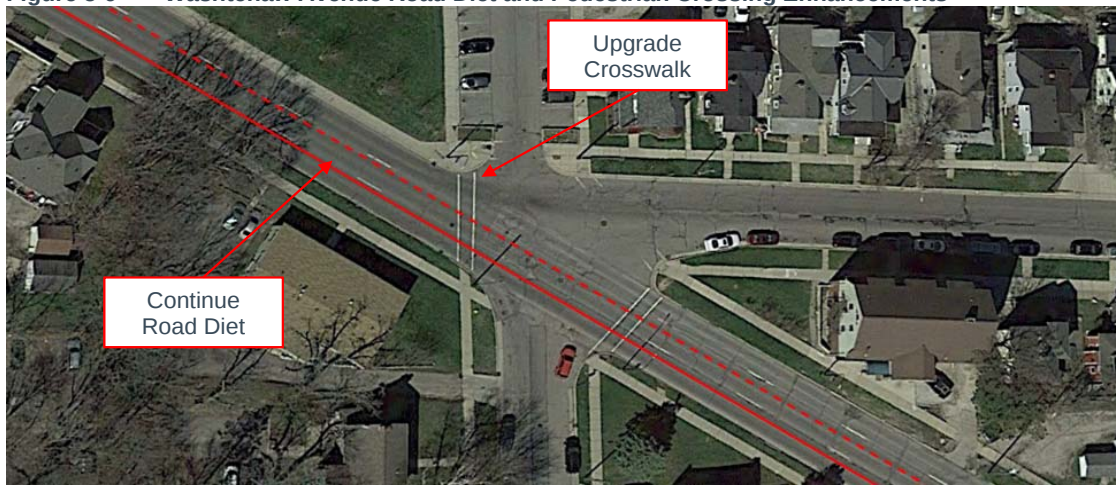
Queuing was also observed during late afternoon and early evening at the Ballard Street traffic signal, where queues extended up to and past Perrin Street with each cycle. Sight distance was an issue here as the queue was not immediately visible when traveling on the downhill section starting at Normal Street. The lack of sight distance coupled with higher vehicle speeds in this section contributes to a greater crash potential. **Table 5-5** summarizes the safety issues observed by the RSA team during this review.

Table 5-5 Safety Issues for Washtenaw Avenue from Cross Street to Hamilton Street

#	Safety Issue	Crash Frequency	Crash Severity	Risk Category
I-7	Uncontrolled pedestrian crossings	Occasional	Medium	D
I-8	High vehicle speeds	Rare	Medium	C
I-9	Horizontal curve present after sagging vertical curve	Rare	Medium	C
I-10	Queuing at Ballard signal in right lane	Occasional	Low	C
I-11	Pedestrians crossing free-flow right at Hamilton Street	Rare	High	D

Continuing the road diet for Washtenaw Avenue as suggested in **Section 5.2.1** would help to address the high-vehicle speed and pedestrian crossing issues noted here. Supplementing the road diet with high-visibility pedestrian crossings would provide clearly designated areas for pedestrians to cross in a safe manner. This could be accomplished using wet reflective pavement markings and advanced and at-crosswalk signage, along with the use of innovative treatments like Rectangular Rapid Flash Beacons (RRFB). In addition, the existing ramp facilities are not ADA compliant and would need to be upgraded as part of any project work in this area. **Figure 5-9** on the next page demonstrates this concept.

Figure 5-9 Washtenaw Avenue Road Diet and Pedestrian Crossing Enhancements



Other countermeasures discussed by the RSA team included the installation of W3-4 “Be Prepared to Stop” sign with a flasher assembly synced with the signal at Ballard. This would serve to alert drivers of a red signal ahead, so they could reduce their speeds and avoid any conflicts with the queuing at that signal. In conjunction or as an alternative, a driver feedback sign (DFS) could also be installed to alert drivers of their speed relative to the speed limit. DFS signs have been shown to achieve a considerable reduction in speed when installed and can operate with solar power for ease of installation. **Figure 5-10** shows examples of these signs along with potential placement for their location.

Figure 5-10 Driver Feedback Examples



5.3.1. Long-Term Improvements

The RSA team developed three potential concepts for the section between Ballard Street and Hamilton Street to address the queuing and pedestrian crossing issues. First, the lowest cost option retains existing geometry but adds a proper pedestrian crossing at the start of the continuous right-turn to Hamilton Street as shown in **Figure 5-11**. This would include the addition of pavement markings, signage, ADA ramps and sidewalk for pedestrians to continue east along Washtenaw Avenue.

The second alternative shown in **Figure 5-12** involves removing the signal from Ballard Street, closing the continuous right-turn lane to Hamilton Street, and modernizing the intersection with Hamilton Street to include a signal and ADA ramps. This configuration would provide a controlled pedestrian crossing and potentially additional right-turn capacity for Washtenaw Avenue, as both lanes would have the option of turning right onto Hamilton Street. In addition, if a two-lane road diet is implemented, vehicles will not have to change lanes to make a right on Hamilton Street. Buses would stay in the left-lane to continue through on Washtenaw Avenue and not be effected by right-turning traffic onto Hamilton Street. One potentially negative impact with adding a signal to Hamilton Street, would be if a second right-turn lane is not allowed. Providing only one right-turn lane could lead to an increased queue since free-flow right turns would be prohibited in this alternative. Also, prior to installation of a signal at Hamilton Street, a signal warrant analysis should be conducted to confirm need for signal.

Finally, the third alternative shown in **Figure 5-13**, would include the same signal modifications as presented with the second, but would retain the continous free-flow right turn to Hamilton Street. This option would still require a pedestrian crossing which is fully visible to approaching drivers and provides for adequate stopping sight distance.

Figure 5-11 Washtenaw Avenue and Hamilton Street - Long-Term Alternative #1



Figure 5-12 Washtenaw Avenue and Hamilton Street - Long-Term Alternative #2



Figure 5-13 Washtenaw Avenue and Hamilton Street - Long-Term Alternative #3



Table 5-6 Suggestions for Washtenaw Avenue from Cross Street to Hamilton Street

#	Suggestion
S-7	Provide enhanced transverse pavement markings and/or in-street pedestrian crosswalk signs
S-8	Implement road diet with buffered bike lane and/or ITS speed warning
S-9	Install W3-4 "Be Prepared to Stop" with flasher interconnected to signal
S-10	Remove signal from Ballard Street; Install signal at Hamilton Street
S-11	Install pedestrian crossing fully visible to approaching vehicles

5.4. Hamilton Street from Washtenaw Avenue to Michigan Avenue

Figure 5-14 Aerial of Hamilton Street from Washtenaw Avenue to Michigan Avenue



Hamilton Street starting at Washtenaw Avenue is primarily a three-lane cross-section one-way in the southbound direction. No bicycle lanes are present, and there is an uncontrolled pedestrian crosswalk at the intersection of Pearl. An AATA transit station is located east of Hamilton Street on Pearl Street, where there is considerable transit bus and pedestrian traffic throughout the day. In addition, a three-story parking structure is in the southeast quadrant of Hamilton Street and Pearl Street, with the Eastern Michigan University School of Business immediately adjacent to the south.

Dual left-turns are provided for the north leg approach at Michigan Avenue, with a shared through and left-turn lane designated in conjunction with an exclusive left-turn bay utilizing approximately 230 feet of storage. A shared through and right-turn lane is provided as well. The stop bar for this approach is set back to accommodate the ADA compliant crossing of the north leg. Pedestrian signals without countdown indicators were present on all approaches at Michigan Avenue.

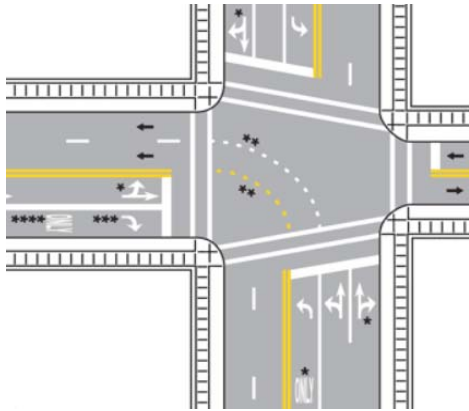
Queuing was observed between 3 and 4 PM at the north leg of Michigan Avenue, which appeared to correspond with class dismissal at the university. Maximal queue lengths were observed to extend back past Pearl Street to the north. Several vehicles appeared to weave from the continuous right-turn lane from Washtenaw Avenue to the left-turn lanes provided at Michigan Avenue. This maneuver was generally conducted at relatively high-speeds and was common during observations.

Vehicles were also observed having difficulty utilizing the dual left-turn lanes at Michigan Avenue, where several positioned in the outside lane were observed to have crossed over to the inside vehicles turning path. This caused the inside vehicle to tighten their turn and drive over the stop bar of left-turning vehicles on the east leg of Michigan Avenue. **Table 5-7** below provides the associated risk with these issues.

Table 5-7 Safety Issues for Hamilton Street from Washtenaw Avenue to Michigan Avenue

#	Safety Issue	Crash Frequency	Crash Severity	Risk Category
I-12	P.M. Queuing at Michigan Avenue	Occasional	Negligible	B
I-13	Weaving	Occasional	Negligible	B
I-14	Left-turn conflicts	Rare	Medium	C

Figure 5-15 Turn-Path Marking Example



To address these issues, the RSA team suggests starting with a signal re-timing to help alleviate queuing problems associated with class dismissal at the university. Separate timing plans may need to be developed to accommodate university related events. A separate study should be conducted to determine if there are any other important peak periods for this and the other study corridors.

Adding a more visible crosswalk at Pearl Street by installing wet reflective pavement markings with improved signage, along with other more innovative treatments such as RRFB should be considered. Additional counts should be conducted to determine actual pedestrian usage prior to installation of advanced treatments here.

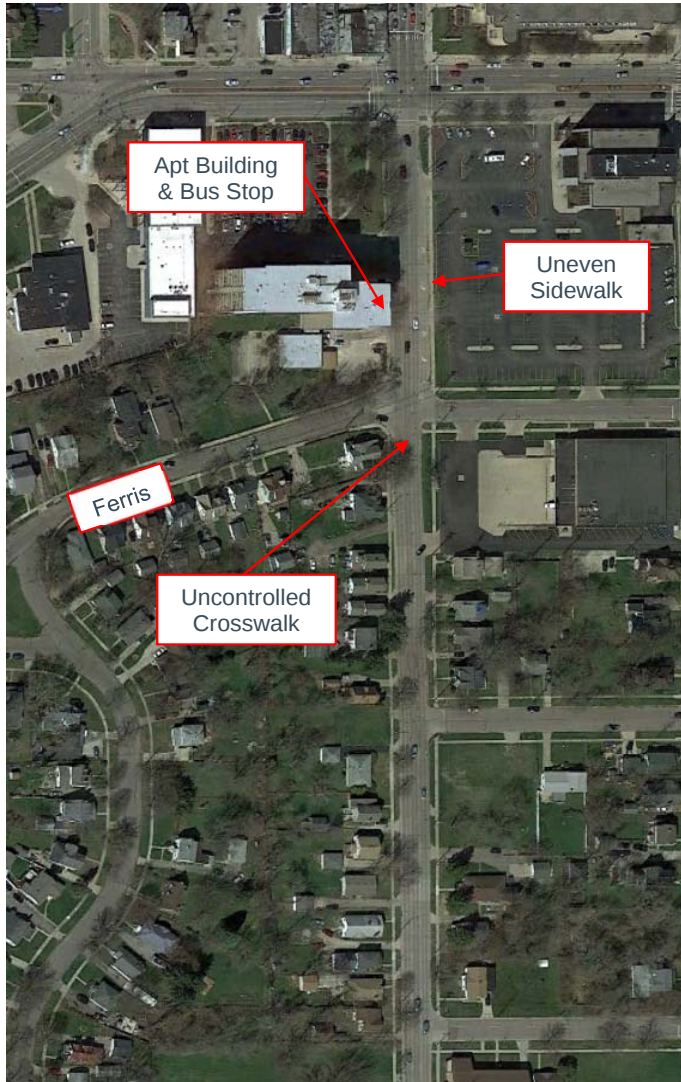
For left-turn conflicts at Michigan Avenue, moving the westbound left-turn lane's stop bar more upstream would stop those vehicles farther away from the signal and reduce the likelihood of sideswipe-opposite crashes here. In conjunction with stop bar modifications, installing turn-path markings would give drivers a better sense of their intended pathway, helping to reduce lane violations of vehicles making this movement. In addition, using the crosswalk was challenging as a pedestrian as vehicles seemed rather aggressive when attempting the left-turn maneuver there. As such, a leading pedestrian interval should be considered to allow pedestrians to begin crossing the intersection prior to vehicles getting green time.

Table 5-8 Suggestions for Hamilton Street from Washtenaw Avenue to Michigan Avenue

#	Suggestion
S-12	Re-time signals based on recent counts
S-13	Close continuous free-flow lane for better vehicle positioning coming from Washtenaw Avenue
S-14	Stagger the Westbound stop-bar and add turn-path markings

5.5. Hamilton Street from Michigan Avenue to Harriet Street

Figure 5-16 Aerial of Hamilton Street from Michigan Street to Catherine Street



Hamilton Street south of Michigan Avenue is primarily a three-lane cross-section with a posted speed limit of 40 MPH. RITIS data indicates a maximum hourly mean speed of 33.2 MPH for the 6 AM hour. That said, the RSA team observed vehicles traveling well over the speed limit throughout the day while studying the corridor. A speed study should be conducted for verification.

Bicycle lanes are not provided, and there are several unmarked crosswalks throughout the corridor. A ten-story apartment building is present just north of Ferris Street with a recently constructed bus shelter in front along Hamilton Street. Sidewalk was present on both sides of Hamilton Street and did not include ADA compliant ramps at the Ferris crossing. The RSA team also found uneven sidewalk on the east side of Hamilton, adjacent to the urgent care building. Also, in that same area, a 265 foot storage bay is provided for left-turning vehicles from Hamilton Street to Ferris Street. It should also be noted that the iRAP analysis indicated a high amount of risk for pedestrians along Hamilton Street.

One bicycle crash occurred in this section as follows:

- Hamilton Street at Michigan Avenue – September 19, 2016 at 7:04 PM – A single vehicle struck a bicyclist using the south leg crosswalk at Michigan.

Figure 5-17 Aerial of Hamilton Street from Catherine Street to Harriet Street



Like the previous section, a three-lane cross-section is maintained moving south on Hamilton Street from Catherine Street to Harriet Street with a posted speed of 40 MPH.

No bike lane is provided, and sidewalk is present on both sides of Hamilton Street. Numerous residential driveways are present along this section with minimal commercial activity except near Harriet Street where a gas station exists in the northwest quadrant of the intersection.

Three non-motorized crashes occurred within this section where two were pedestrian related and one involved a bicyclist. One pedestrian crash resulted in a fatality and occurred at the intersection with Buffalo Street as follows:

- Hamilton Street at Buffalo Street – June 26, 2014 at 2:14 PM – A single vehicle struck an elderly pedestrian in the center lane of Hamilton and fled the scene.

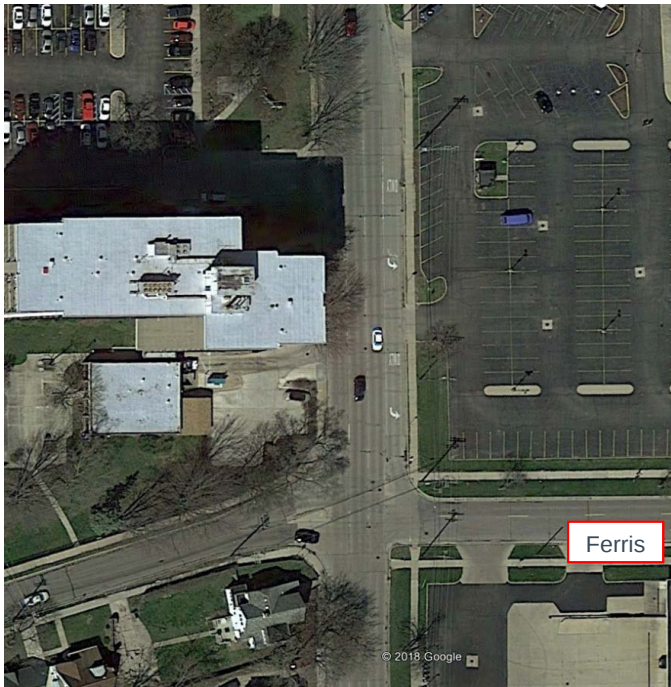
The other two non-motorized crashes occurred at the intersection with Harriet and did not result in any fatalities as follows:

- Hamilton Street at Harriet Street – July 11, 2017 at 11:45 AM – A single vehicle struck a pedestrian in the south leg crosswalk while making a left-turn onto Hamilton.
- Hamilton Street at Harriet Street – October 6, 2017 at 7:32 PM – A single vehicle struck a bicyclist using the south leg crosswalk while making a right-turn onto Hamilton.

Table 5-9 Safety Issues for Hamilton Street from Michigan Avenue to Harriet Street

#	Safety Issue	Crash Frequency	Crash Severity	Risk Category
I-15	Mid-block pedestrian crossings	Occasional	Negligible	B
I-16	Vehicle speeding	Occasional	Negligible	B
I-17	Lack of ADA compliant ramps	Rare	Medium	C

Figure 5-18 Potential Improvements near Ferris Street



The RSA team recommends implementation of a road diet consisting of a buffered bike lane and two vehicle travel lanes. For a lower cost alternative, this could be implemented using pavement markings only. For added safety benefit, bollards or a raised curb could be used to protect the bike lane. Moreover, the road diet would also help to reduce vehicle speeds and limit weaving maneuvers associated with the existing three-lane cross-section. Finally, pedestrians would have a shorter distance to cross Hamilton Street.

Near Ferris Street, the RSA team recommends installing a marked crosswalk with ADA compliant ramps and appropriate signage. If the posted speed is reduced, consider installing in-street yield to pedestrian signs for additional safety benefit. Currently, there is a concrete splitter island in the west leg of the intersection with Ferris Street. Consider removing or modifying this island to allow ADA-compliant access

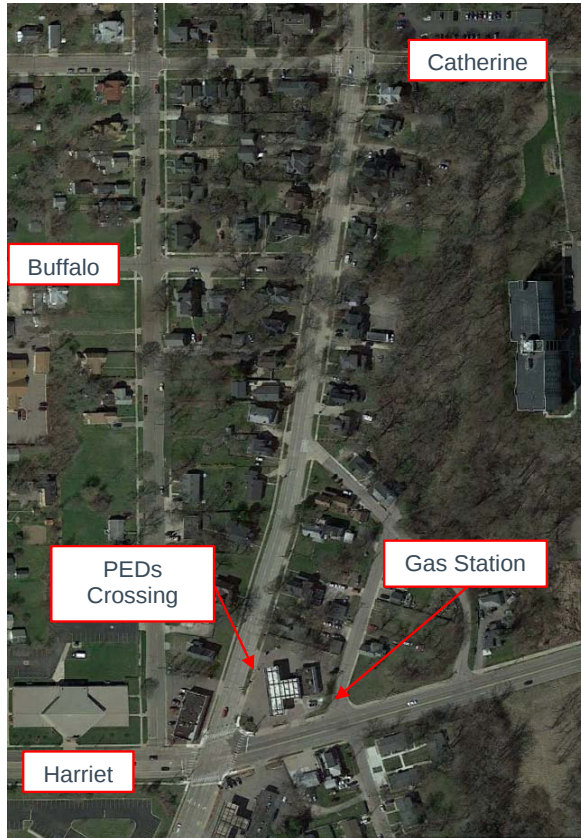
between the two western quadrants. In addition, installing a pedestrian crosswalk at either Buffalo Street or Catherine Street should be considered along with ADA compliant ramps. This would require curb modification for crosswalks spanning Hamilton Street. A study should be conducted at Catherine Street as well to determine the feasibility of a signal for controlled pedestrian and vehicular movements.

Table 5-10 Suggestions for Hamilton Street from Michigan Avenue to Harriet Street

#	Suggestion
S-15	Provide enhanced transverse pavement markings and/or in-street pedestrian crosswalk signs
S-16	Implement road diet with buffered bike lane and/or ITS speed warning
S-17	Install ADA compliant facilities where appropriate
S-18	Study feasibility of signal installation at Catherine Street

5.6. Huron Street from Harriet Street to Michigan Avenue

Figure 5-19 Aerial of Huron Street from Harriet Street to Catherine Street



Huron Street from Harriet Street to Catherine Street is primarily a three-lane cross-section one-way northbound with a posted speed limit of 40 MPH. No bike lane is provided, and sidewalk is present on both sides of Huron Street throughout the length of this segment.

Like Hamilton Street, this segment of Huron Street is primarily residential with numerous driveways throughout. A gas station exists in the northeast quadrant of the intersection with Harriet Street, where several driveways facilitate access. During the RSA field review, pedestrians were observed crossing from the most northern gas station driveway to an alley behind party store bisecting Huron Street and Washington Street.

A single pedestrian crash occurred in this section as follows:

- Huron Street at Harriet Street – April 22, 2016 at 12:05 AM – A single vehicle hit a pedestrian who was crossing east of the intersection outside of the crosswalk.

Figure 5-20 Aerial of Huron Street from Catherine Street to Michigan Avenue



Huron Street from Catherine Street to Michigan Avenue is primarily a one-way northbound roadway with a three-lane cross-section. Speed limits range from 30 to 40 MPH, where 40 MPH exists from Catherine Street to Ferris Street, and 30 MPH is enforced from Ferris Street to Michigan Avenue. At Ferris Street, Huron Street is reduced to a two-lane cross-section that continues north to Michigan Avenue, where a 260 foot left-turn bay is provided along with a through and shared through-right. The lane reduction is facilitated by pavement markings and signage only. No bike lane is provided, and sidewalk is present on both sides of Huron Street throughout the length of this segment.

A mixture of residential and commercial access exists along this section of Huron Street, where an assisted living facility is present between Catherine Street and Woodward Street. In addition, City Hall is in the southeast corner of Huron Street and Michigan Avenue.

No pedestrian or bicycle crashes occurred in this section during the last five years.

Table 5-11 Safety Issues for Huron Street from Harriet Street to Michigan Avenue

#	Safety Issue	Crash Frequency	Crash Severity	Risk Category
I-18	Mid-block pedestrian crossings	Rare	Medium	C
I-19	Speeding	Occasional	Low	C
I-20	A.M. Queuing at Michigan Ave	Occasional	Negligible	B

Like Hamilton Street, marked pedestrian facilities for crossing Huron Street were not available at unsignalized crossings. The RSA recommends the installation of crossings at either Woodward Street or Ferris Street to provide safer mid-block crossings in this area. For the pedestrians crossing north of Harriet, the installation of an R9-3bP "Use Crosswalk" sign may help increase compliance as shown in **Figure 5-21** on the next page. Moreover, a road diet should be considered starting at Harriet Street for the duration of the corridor. Due to width restrictions along the corridor, the RSA team believes only a buffered bike lane or parking lane could be provided and not both.

Figure 5-21 Potential Improvements near Huron Street and Harriet Street



This would allow for design above minimum standards and would prevent conflicts between parked vehicles and bicyclist. The road diet would also have a calming effect on traffic, reducing speeds of vehicles as they approach downtown and reducing the required distance for pedestrians crossing Huron Street. A capacity analysis should be performed to determine the feasibility of a lane diet, with attention placed on the intersection with Michigan Avenue. Additional lanes may be required here to facilitate left and right turning vehicles during peak periods.

Finally, to address the morning queue issue at Michigan Avenue, a review should be conducted of signal timing along the corridor to provide better coordination between the Michigan Avenue and Catherine Street signals. Based on field observations, the RSA team believes more green time could be allocated to Huron Street as Michigan Avenue did not appear to backup and cleared with each cycle. Also, as discussed with Hamilton Street, different timing plans may be needed to accommodate university peak periods based on a proper analysis.



Figure 5-22 AM Queuing at Michigan Avenue

Table 5-12 Suggestions for Huron Street from Harriet Street to Michigan Avenue

#	Suggestion
S-19	Provide pedestrian crossings with enhanced pavement markings and signage
S-20	Implement road diet with buffered bike lane or on-street parking
S-21	Conduct signal timing study

5.7. Huron Street from Michigan Avenue to Cross Street

Figure 5-23 Aerial of Huron Street from Michigan Avenue to Cross Street



Huron Street from Michigan Avenue to Cross Street begins as a one-way northbound roadway, that starts with a two-lane cross-section that expands to three lanes after Pearl Street. Bulb-outs with on-street parking are present in the section from Michigan Avenue to Pearl Street, with a marked pedestrian crosswalk provided at the intersection with Pearl Street. Speed limits range from 30 to 35 MPH, where 30 MPH exists concurrent with the on-street parking between Michigan Avenue and Pearl Street, and increases to 35 MPH with the cross-section change after the intersection with Pearl Street.

Surrounding land use consists of mostly commercial facilities with some residential driveways intermittently. A bus station is located one block west of Huron Street on Pearl Street, the Ypsilanti Historical Museum is located east of Huron Street near Emmet Street and the Riverside Arts Center is east of Huron Street near Pearl Street.

One pedestrian crash occurred at Cross Street as follows:

- Huron Street at Cross Street – January 9, 2017 at 7:14 AM – A single vehicle turning right from Cross onto Huron struck a pedestrian traveling westbound in the crosswalk.

During field review, several vehicles appeared to have difficulty completing the right-turn from Michigan Avenue to Huron Street due to a tight turning radius. This issue was compounded when two vehicles were making a right at the same time in each of the turning lanes. In those circumstances, the inside vehicle would encroach on the curb, sometimes breaching the pedestrian ramp area there. Moreover, buses and other commercial vehicles appeared to utilize both turning lanes to complete the turning movement which was related to the tight turning radius.

The RSA team felt the transition area north of Pearl Street had the potential for causing safety conflicts when driving the corridor, as the center lane of the three lane section can be accessed by vehicles in either of the two lanes in the two lane section. Also, Pearl Street was under construction and blocked during the review period and unable to be assessed. Since this intersection was an area of concern for local stakeholders, it should be studied separately under normal operating conditions for pedestrian safety due to the proximity to the bus station.

Finally, when reviewing the intersection with Cross Street, the pedestrian signal was found to confuse drivers leading to reduced compliance with the left-turn signal. Vehicles were observed driving through a solid red after waiting for a substantial period of time without any cross traffic. Some vehicles treated the signal as a yield with minimal stop time. When presented with a green signal, vehicles appeared to use the left-turn lane from Huron Street to Cross Street at relative high speeds, where one RSA team member was nearly sideswiped on Cross Street after a vehicle came through the left-turn lane.

Table 5-13 Safety Issues for Huron Street from Michigan Avenue to Cross Street

#	Safety Issue	Crash Frequency	Crash Severity	Risk Category
I-21	Two-Lane to Three-Lane transition after Pearl Street	Rare	Negligible	A
I-22	Pedestrian and vehicle signal confusion at Cross Street	Rare	Medium	C
I-23	Right-turn conflicts at Michigan Avenue	Rare	Medium	C

Figure 5-24 Right-Turn Conflict at Michigan Avenue



Adding turn-path markings for the dual right-turn lanes at Michigan Avenue would help guide vehicles to the proper receiving lane while completing the turn. As shown in **Figure 5-24**, the white vehicle is encroaching on the path of the approaching black truck. In the video associated with this photo, the white vehicle completes the turn to the outside lane while using the inside lane for most of the maneuver.

For the lane shift after Pearl Street, the RSA team recommends continuing the road diet with parking along the corridor as a long-term solution. This would maintain the two-lane alignment and prevent any conflicting lane changes among vehicles transitioning to the three-lane section. In the near term, adding lane path markings would help direct drivers to the appropriate receiving lane during the transition.

Finally, for the signal issues at Cross Street, a signal study should be conducted to review phasing requirements and to assess the current operations at the intersection in more detail. This study should also seek to evaluate pedestrian usage and determine if the current pushbutton operation is appropriate. To reduce sideswipe-same crashes related to vehicles exiting the left-turn onto Cross Street, extending solid pavement markings or introducing a raised median to prevent the lane-change maneuver are recommended.

Table 5-14 Suggestions for Huron Street from Michigan Avenue to Cross Street

#	Suggestion
S-22	Implement road diet or install lane-path markings
S-23	Conduct operations and timing study
S-24	Install turn-path markings and consider leading pedestrian interval

5.8. General Observations

Figure 5-25 Sight Distance and Signal Obstructions



General issues observed along the corridor included several instances of vegetation limited sight distance of vehicles entering the corridor. In addition, there was also one case of a tree obscuring the traffic signal at Hamilton Street and Harriet Street. Examples of these findings are shown in **Figure 5-25**.

During the nighttime review, the RSA team observed the corridor following a rain event and found that drainage was a significant issue throughout the study area. While the event was strong, the catch basins should undergo cleaning and a drainage review should be conducted as part of any future projects in this area.

Finally, the RSA team reviewed the I-94 interchange area and found evidence of pedestrian activity in the center median that divides Huron Street and Hamilton Street here. Informal walking paths were present and lead to both signals serving the I-94 westbound off ramp (one at Huron Street and Hamilton Street, respectively). As such, we recommend installation of pedestrian facilities to accommodate this activity. Previous studies indicate a separate bridge would help pedestrians traverse this in the safest manner and would not disturb the existing bridge structure.

Appendices



Appendix A. RITIS Segment Data

A.1. January through April

Description	TMC	Average Speed by Hour of Day (MPH)																							
		0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
Huron from I-94 WB Exit to S of Michigan	108+09423	27.2	27.0	27.1	27.2	27.2	27.4	25.4	22.7	22.0	23.9	25.6	25.4	24.8	25.6	25.6	24.9	24.0	23.8	24.9	26.6	27.4	28.4	27.1	26.9
Cross from Hamilton to Normal	108+07504	25.1	25.0	25.2	25.2	25.0	25.8	24.5	24.4	24.8	25.5	24.8	23.8	23.3	23.9	23.4	23.8	24.4	23.8	23.6	22.9	23.4	24.7	25.3	25.2
Cross from Normal to Mansfield	108+07503	24.4	24.3	24.3	24.4	24.2	22.4	22.4	23.7	23.3	22.2	22.8	22.1	21.1	22.5	21.9	22.8	22.4	21.8	22.4	22.5	23.5	23.9	24.4	24.4
Washtenaw from Normal to Hamilton	108-09348	29.3	29.2	29.3	29.2	29.1	33.2	33.0	29.5	29.0	28.0	29.0	28.6	29.0	28.9	28.0	27.2	27.4	28.2	29.0	28.8	29.0	29.0	29.3	29.3
Hamilton from Michigan to S of Harriet	108-09422	29.9	29.8	29.9	29.8	29.9	32.4	33.2	30.9	29.2	29.4	29.8	29.2	28.4	28.6	27.9	26.3	26.3	27.0	28.8	30.0	29.5	30.4	30.2	30.0
Hamilton from Washtenaw to Pearl	108-09352	25.0	25.0	25.1	24.9	24.9	27.5	26.6	24.6	23.2	23.4	24.7	23.5	22.4	23.0	22.1	21.3	22.0	22.6	24.0	24.2	24.0	24.1	25.0	25.1
Huron from Pearl to Cross, Cross from Huron to Hamilton	108+09348	24.1	23.9	24.1	24.1	24.1	24.0	23.7	25.3	24.9	24.8	24.6	24.1	22.9	23.3	24.4	24.4	23.9	23.0	22.9	23.6	24.1	24.4	24.3	24.1
Huron from Michigan and Pearl	108+09352	16.1	16.1	16.1	16.0	16.1	14.5	12.7	13.4	13.3	12.7	13.3	13.5	13.4	13.0	13.7	14.6	14.4	13.7	14.5	13.8	12.9	14.1	16.1	16.3
Huron from Pearl to Washtenaw	108+07505	24.3	24.1	24.1	24.0	24.1	24.6	24.9	24.8	24.8	25.1	24.7	24.3	24.3	24.6	24.2	24.3	24.5	24.4	24.2	25.2	25.0	25.7	24.6	24.4
Huron from I-94 Overpass to WB I-94 Exit Ramp	108P09422	29.8	30.3	30.5	30.8	30.4	30.0	28.1	27.5	27.7	28.2	29.5	29.4	29.6	29.0	28.6	27.8	26.0	26.7	27.8	28.8	29.4	30.1	30.0	29.9
Washtenaw from Mansfield to Normal	108-07504	28.3	28.2	28.0	28.1	27.9	30.6	28.7	25.8	25.3	25.9	26.3	25.4	25.3	25.7	24.4	24.1	23.8	22.7	23.4	25.5	26.2	25.7	27.5	28.1
Washtenaw to Hamilton Right-Turn	108-07505	26.2	26.1	26.1	26.0	26.0	30.0	29.9	28.3	27.2	25.7	25.6	25.7	25.4	25.5	24.7	23.5	23.4	23.8	24.9	24.2	24.5	24.4	26.1	26.3

A.2. May through August

Description	TMC	Average Speed by Hour of Day (MPH)																							
		0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
Huron from I-94 WB Exit to S of Michigan	108+09423	25.2	25.1	25.1	25.1	25.2	26.0	23.7	21.8	21.1	22.6	24.0	23.2	23.2	23.4	23.4	22.7	22.4	22.6	23.4	25.0	25.5	25.5	25.2	25.1
Cross from Hamilton to Normal	108+07504	26.0	26.1	26.1	26.2	26.0	24.9	25.0	23.7	23.8	24.8	25.2	24.5	24.0	23.6	24.5	24.5	25.1	25.2	26.6	26.3	25.0	24.1	25.9	26.1
Cross from Normal to Mansfield	108+07503	26.1	26.1	26.1	26.2	26.0	22.3	23.4	23.0	22.9	24.1	25.2	23.7	24.0	23.6	24.1	24.4	24.1	25.1	25.0	24.7	24.8	24.9	26.0	26.2
Washtenaw from Normal to Hamilton	108-09348	30.2	30.0	30.0	30.1	30.1	31.9	29.8	29.8	29.4	28.2	28.4	28.1	28.0	28.1	28.2	27.2	27.2	26.7	28.3	28.6	29.0	28.6	30.1	30.1
Hamilton from Michigan to S of Harriet	108-09422	28.9	29.0	29.0	28.9	29.0	30.1	29.4	29.4	29.4	28.8	28.2	27.8	27.8	27.8	27.5	26.2	25.8	25.8	27.2	28.4	29.2	29.5	29.1	28.9
Hamilton from Washtenaw to Pearl	108-09352	23.2	23.1	23.2	23.1	23.0	25.0	24.2	23.1	22.5	23.4	23.4	23.1	23.1	23.1	22.1	20.3	21.6	21.0	23.2	24.6	24.1	21.7	23.2	23.2
Huron from Pearl to Cross, Cross from Huron to Hamilton	108+09348	25.0	25.1	25.0	25.1	25.0	28.1	25.1	24.2	24.3	24.4	24.4	25.3	24.2	23.4	24.2	24.6	25.1	24.0	24.1	25.1	25.0	25.0	24.9	25.0
Huron from Michigan and Pearl	108+09352	17.1	17.1	17.0	17.3	17.2	18.2	19.5	16.2	15.6	15.3	15.3	14.9	14.6	15.0	14.8	14.9	15.0	15.3	15.4	15.0	14.1	16.4	17.1	17.1
Huron from Pearl to Washtenaw	108+07505	24.1	24.1	24.0	24.0	24.0	23.5	23.8	23.6	24.1	24.1	24.1	24.6	24.5	23.9	23.9	23.8	24.2	23.6	23.9	24.5	24.6	23.8	24.3	24.3
Huron from I-94 Overpass to WB I-94 Exit Ramp	108P09422	30.9	31.0	31.2	31.2	31.4	29.0	28.9	29.1	28.1	30.1	29.7	30.0	29.5	29.7	29.6	28.0	27.5	27.9	28.6	28.9	28.7	29.6	30.8	30.8
Washtenaw from Mansfield to Normal	108-07504	25.1	25.0	25.1	25.1	25.0	30.3	23.6	22.1	20.8	21.4	23.3	23.1	22.5	22.4	21.1	21.4	21.1	20.6	21.4	22.0	21.3	19.7	24.6	25.0
Washtenaw to Hamilton Right-Turn	108-07505	26.3	26.1	26.0	26.1	26.1	28.3	25.6	25.2	25.3	25.2	24.3	24.0	24.5	24.4	23.9	23.4	23.5	22.8	24.1	23.5	24.2	24.4	25.8	26.2

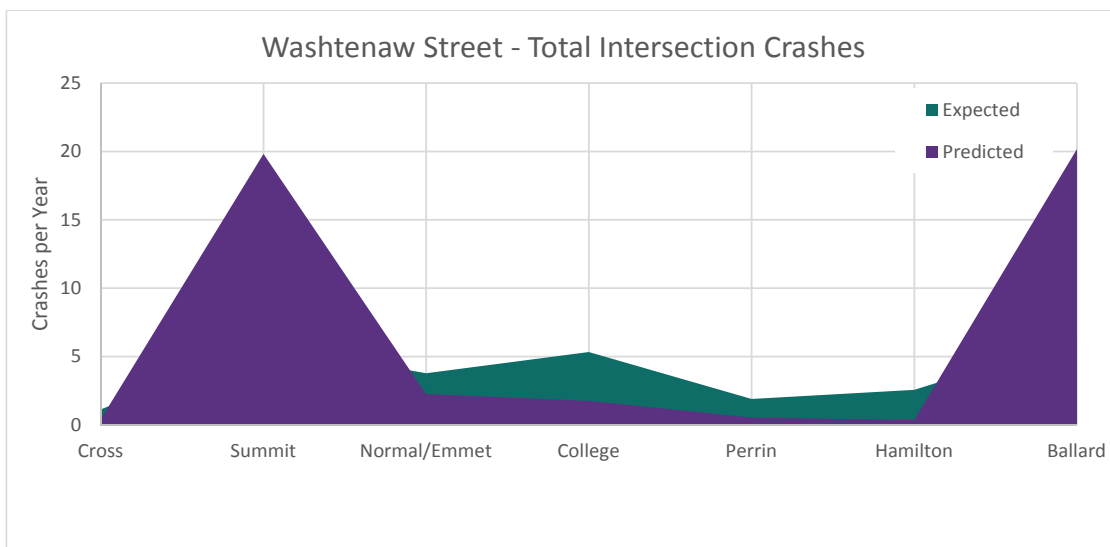
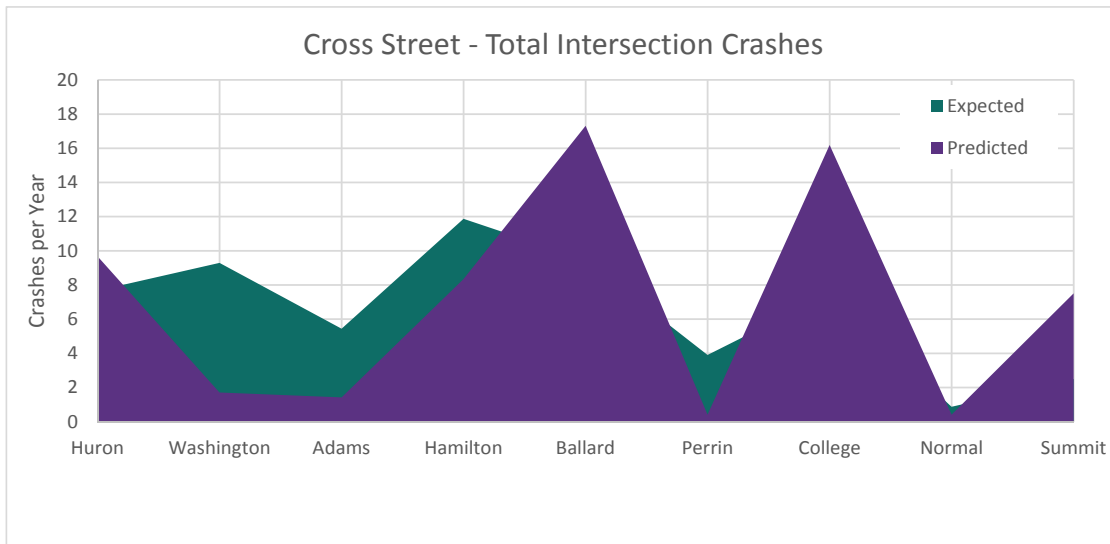


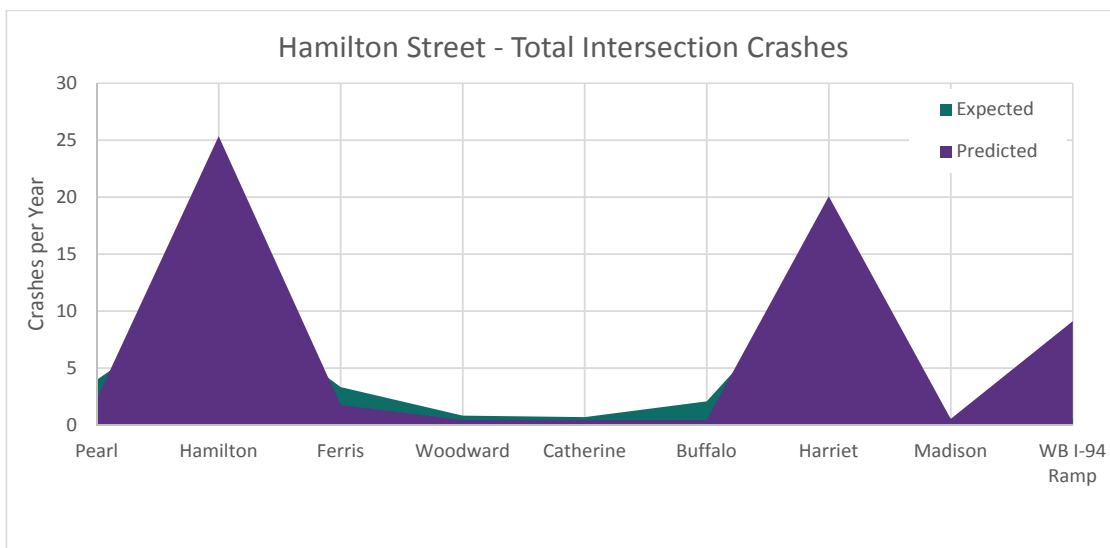
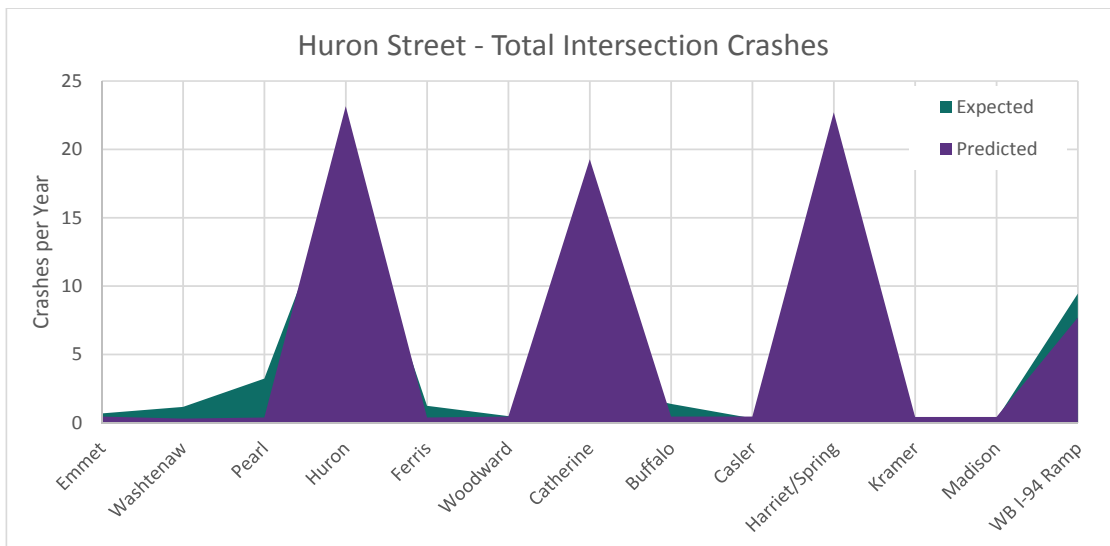
Appendix B. Crash Data

Corridor	Intersection	Observed Annual Crashes			Predicted Annual Crashes			Expected Annual Crashes		
		F & I	PDO	Total	F & I	PDO	Total	F & I	PDO	Total
Cross	Huron	1.4	6.2	7.6	1.60	8.07	9.67	1.42	6.24	7.67
Cross	Washington	1.8	8.8	10.6	0.68	1.02	1.70	1.68	7.61	9.29
Cross	Adams	1.4	5	6.4	0.72	0.70	1.42	1.33	4.11	5.44
Cross	Hamilton	1.6	10.4	12	1.31	7.04	8.35	1.56	10.31	11.87
Cross	Ballard	1.2	8.2	9.4	2.74	14.58	17.32	1.24	8.23	9.47
Cross	Perrin	0.4	9.2	9.6	0.08	0.33	0.41	0.12	3.78	3.90
Cross	College	1	6.4	7.4	2.59	13.60	16.19	1.04	6.44	7.48
Cross	Normal	0.4	1.4	1.8	0.08	0.33	0.41	0.12	0.75	0.87
Cross	Summit	0	2.2	2.2	0.97	6.54	7.51	0.17	2.32	2.50
Washtenaw	Cross	0.4	2.4	2.8	0.18	0.23	0.41	0.23	0.90	1.13
Washtenaw	Summit	0.2	5.6	5.8	3.09	16.73	19.82	0.27	5.65	5.92
Washtenaw	Normal/Emmet	0.4	3.6	4	0.88	1.37	2.25	0.44	3.34	3.78
Washtenaw	College	0.6	5.6	6.2	0.95	0.80	1.75	0.63	4.70	5.33
Washtenaw	Perrin	1.4	3	4.4	0.11	0.42	0.53	0.31	1.58	1.89
Washtenaw	Hamilton	0.2	8	8.2	0.14	0.20	0.35	0.15	2.40	2.56
Washtenaw	Ballard	1.6	4.6	6.2	3.15	17.03	20.18	1.64	4.66	6.29
Huron	Emmet	0.4	0.8	1.2	0.09	0.37	0.46	0.13	0.55	0.68
Huron	Washtenaw	0.6	3	3.6	0.11	0.20	0.31	0.19	0.97	1.15
Huron	Pearl	0.4	7.8	8.2	0.07	0.31	0.38	0.11	3.12	3.23
Michigan	Huron	1.8	17	18.8	3.62	19.54	23.16	1.84	17.01	18.85
Huron	Ferris	0	2.6	2.6	0.07	0.31	0.38	0.07	1.17	1.24
Huron	Woodward	0.2	0.4	0.6	0.09	0.37	0.46	0.10	0.38	0.48
Huron	Catherine	0.4	2.2	2.6	3.13	16.15	19.28	0.46	2.27	2.73
Huron	Buffalo	0	2.6	2.6	0.09	0.37	0.46	0.08	1.30	1.37
Huron	Casler	0.2	0	0.2	0.09	0.37	0.46	0.10	0.21	0.32
Huron	Harriet/Spring	3	9.8	12.8	3.84	18.87	22.70	3.02	9.84	12.85
Huron	Kramer	0.2	0.2	0.4	0.08	0.34	0.42	0.10	0.29	0.38
Huron	Madison	0	0	0	0.08	0.34	0.42	0.07	0.21	0.28
Huron	WB I-94 Ramp	2	7.6	9.6	1.17	6.52	7.70	1.87	7.57	9.44
Hamilton	Pearl	0.4	3.8	4.2	0.88	1.38	2.27	0.44	3.51	3.96
Michigan	Hamilton	0.6	10.6	11.2	4.07	21.29	25.35	0.66	10.64	11.30
Hamilton	Ferris	0.8	2.8	3.6	0.73	1.03	1.76	0.79	2.53	3.32
Hamilton	Woodward	0.4	1.2	1.6	0.08	0.35	0.43	0.12	0.69	0.82

Corridor	Intersection	Observed Annual Crashes			Predicted Annual Crashes			Expected Annual Crashes		
		F & I	PDO	Total	F & I	PDO	Total	F & I	PDO	Total
Hamilton	Catherine	0.6	0.8	1.4	0.08	0.35	0.43	0.15	0.53	0.68
Hamilton	Buffalo	1.4	4	5.4	0.08	0.35	0.43	0.25	1.82	2.07
Hamilton	Harriet	2.8	11	13.8	3.33	16.74	20.07	2.81	11.03	13.84
Hamilton	Madison	0.2	0.4	0.6	0.11	0.42	0.53	0.12	0.41	0.53
Hamilton	WB I-94 Ramp	0	0.2	0.2	1.15	7.97	9.12	0.18	0.38	0.56

Appendix C. EB-Method Analysis – Total Crashes





Appendix D. Safety Issues

#	Safety Issue	Crash Frequency	Crash Severity	Risk Category
I-1	Delivery vehicles impeding bike and vehicle traffic	Rare	Low	B
I-2	No buffer space for bike lanes	Occasional	Medium	D
I-3	Poor pavement markings for crosswalks, bike lanes and lane lines	Occasional	Medium	D
I-4	Uncontrolled pedestrian crossings	Occasional	Medium	D
I-5	Abrupt termination of bike lane at west end of corridor	Rare	Medium	C
I-6	Lack of ADA ramps	Rare	Medium	C
I-7	Uncontrolled pedestrian crossings	Occasional	Medium	D
I-8	High vehicle speeds	Rare	Medium	C
I-9	Horizontal curve present after sagging vertical curve	Rare	Medium	C
I-10	Queuing at Ballard Street signal in right lane	Occasional	Low	C
I-11	Pedestrians crossing free-flow right at Hamilton Street	Rare	High	D
I-12	P.M. Queuing at Michigan Avenue	Occasional	Negligible	B
I-13	Weaving	Occasional	Negligible	B
I-14	Left-turn conflicts	Rare	Medium	C
I-15	Mid-block pedestrian crossings	Occasional	Negligible	B
I-16	Vehicle speeding	Occasional	Negligible	B
I-17	Lack of ADA compliant ramps	Rare	Medium	C
I-18	Mid-block pedestrian crossings	Rare	Medium	C
I-19	Speeding	Occasional	Low	C
I-20	A.M. Queuing at Michigan Avenue	Occasional	Negligible	B
I-21	Two-Lane to Three-Lane transition after Pearl Street	Rare	Negligible	A
I-22	Pedestrian and vehicle signal confusion at Cross Street	Rare	Medium	C
I-23	Right-turn conflicts at Michigan Avenue	Rare	Medium	C

Appendix E. Suggestions

#	Suggestion
S-1	Provide flex spaces for designated loading zones based on time of day.
S-2	Provide buffer lane with optional enhancements
S-3	Provide enhanced transverse pavement markings and/or in-street pedestrian crosswalk signs
S-4	Provide enhanced transverse pavement markings and/or in-street pedestrian crosswalk signs
S-5	Implement shared lane markings per the MMUTCD or install a transition ramp
S-6	Install ADA compliant facilities
S-7	Provide enhanced transverse pavement markings and/or in-street pedestrian crosswalk signs
S-8	Implement road diet with buffered bike lane and/or ITS speed warning
S-9	Install W3-4 "Be Prepared to Stop" with flasher interconnected to signal
S-10	Remove signal from Ballard Street; Install signal at Hamilton Street
S-11	Install pedestrian crossing fully visible to approaching vehicles
S-12	Re-time signals based on recent counts
S-13	Close continuous free-flow lane for better vehicle positioning coming from Washtenaw Avenue
S-14	Stagger the Westbound stop-bar and add turn-path markings
S-15	Provide enhanced transverse pavement markings and/or in-street pedestrian crosswalk signs
S-16	Implement road diet with buffered bike lane and/or ITS speed warning
S-17	Install ADA compliant facilities where appropriate
S-18	Study feasibility of signal installation at Catherine Street
S-19	Provide pedestrian crossings with enhanced pavement markings and signage
S-20	Implement road diet with buffered bike lane or on-street parking
S-21	Conduct signal timing study
S-22	Implement road diet or install lane-path markings
S-23	Conduct operations and timing study
S-24	Install turn-path markings and consider leading pedestrian interval

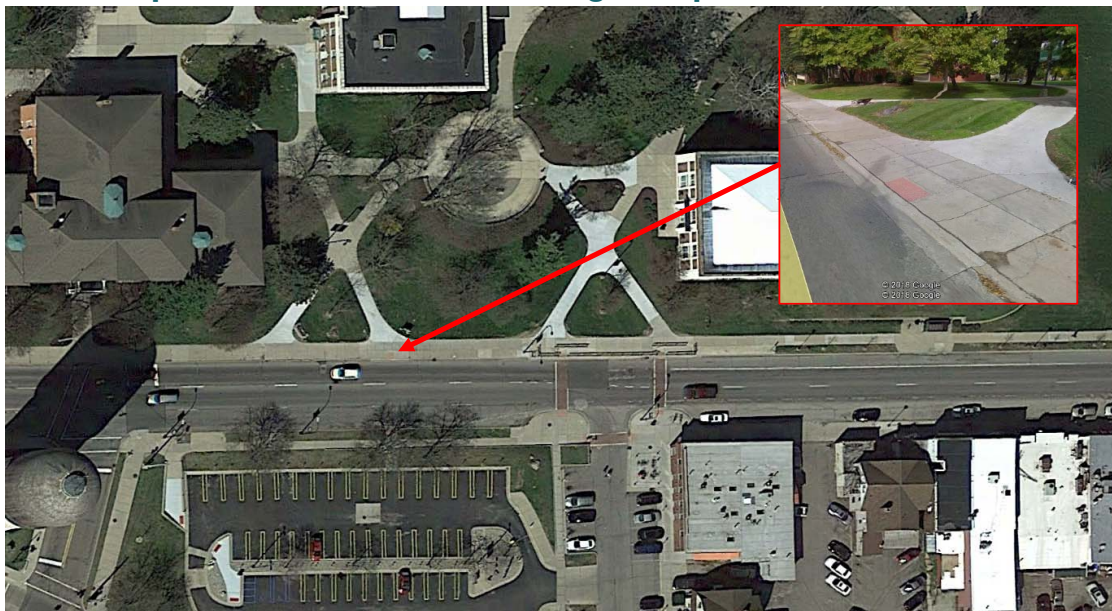
Appendix F. Bike Lane Transition Options

F.1. Option A – Install a Bike Lane Transition Ramp



Installing a bike lane transition ramp like the one pictured to the left would terminate the bike lane just west of the water tower and allow bicyclists to transition onto the sidewalk and into the Eastern Michigan University campus.

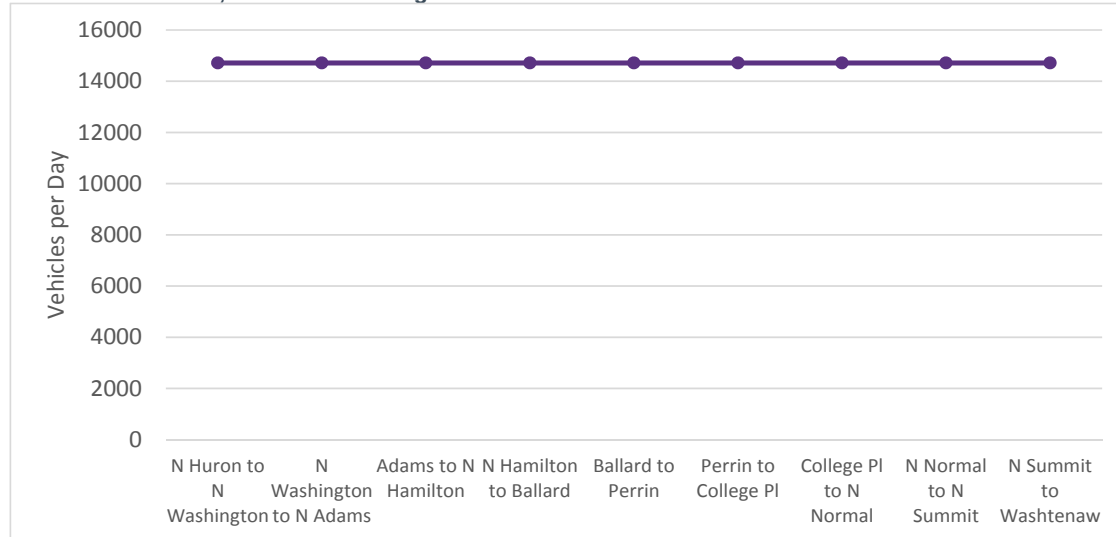
F.2. Option B – Utilize an Existing Ramp for Transition



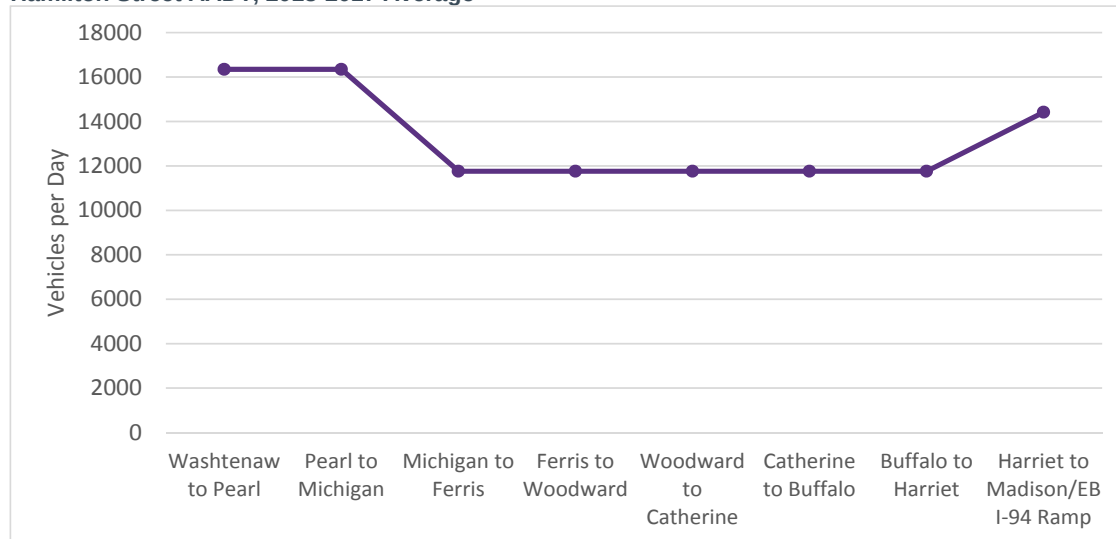
This option would utilize an existing ramp just west of the existing termination point to allow bicyclist to transition onto the sidewalk and into campus.

Appendix G. Corridor Volume Data

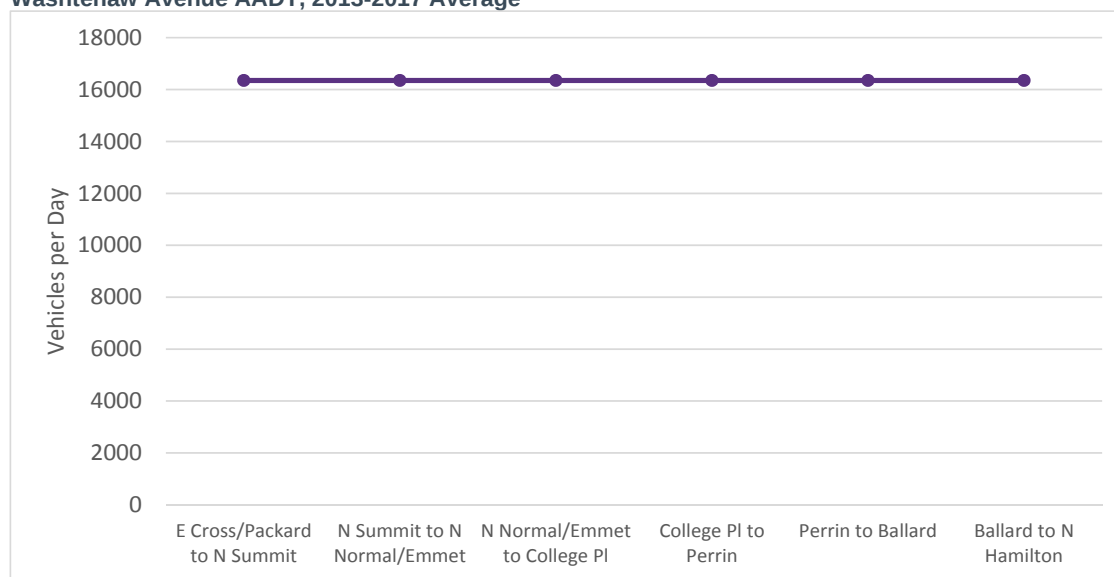
Cross Street AADT, 2013-2017 Average



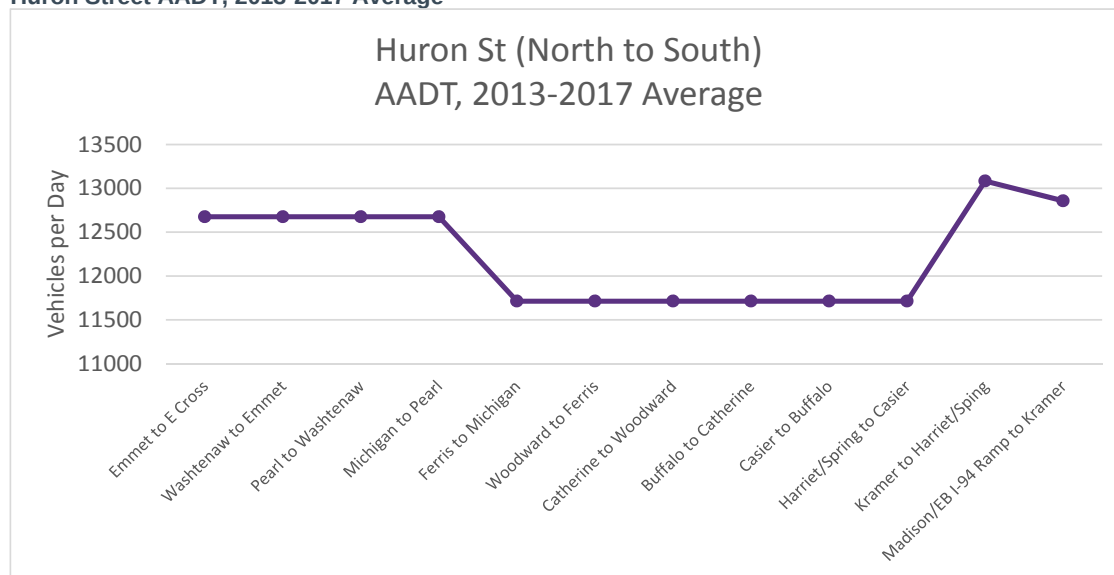
Hamilton Street AADT, 2013-2017 Average



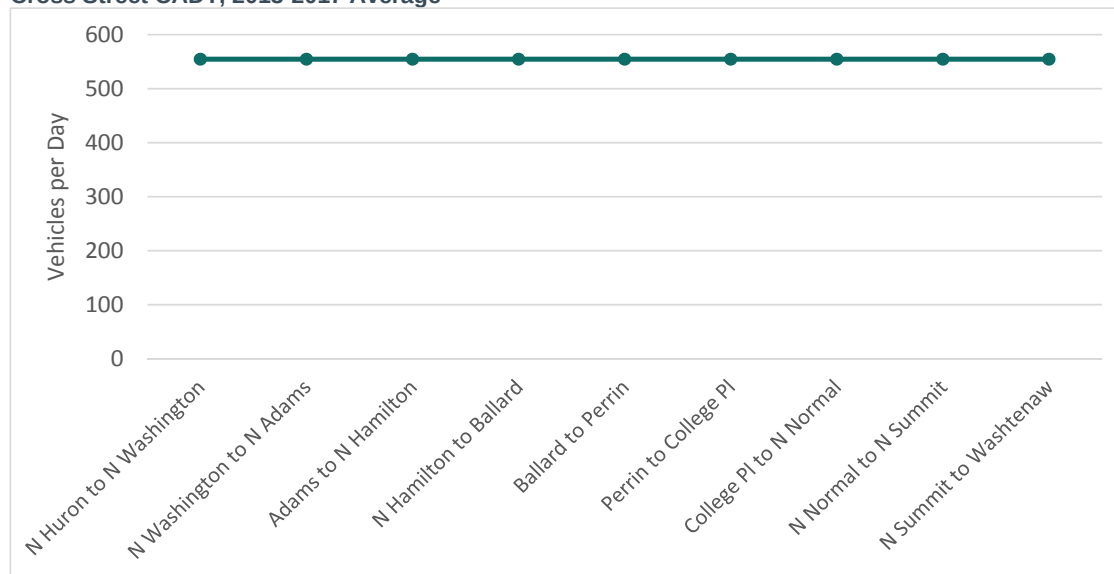
Washtenaw Avenue AADT, 2013-2017 Average



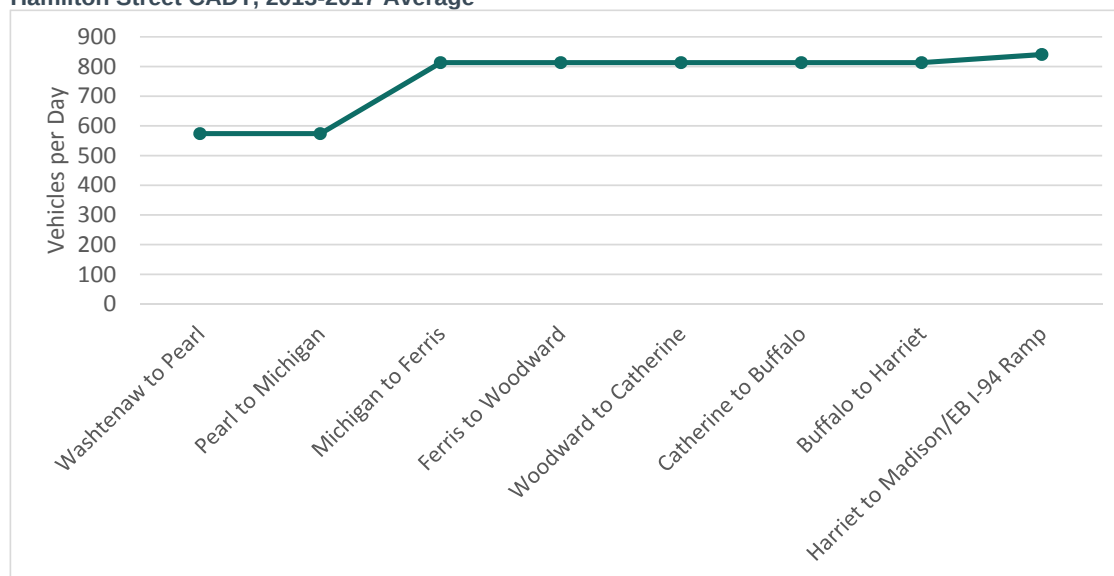
Huron Street AADT, 2013-2017 Average



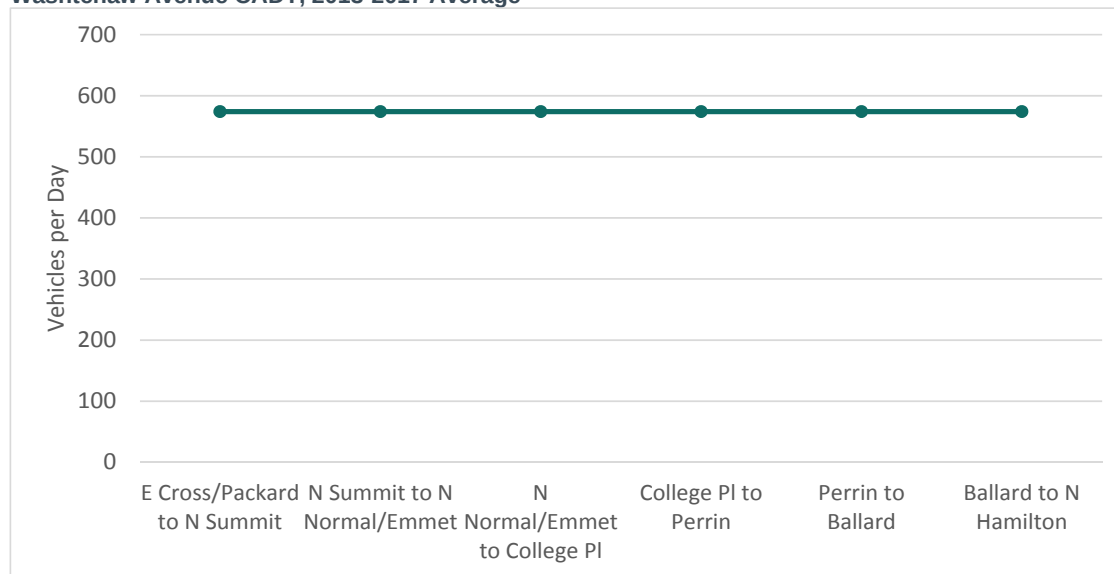
Cross Street CADT, 2013-2017 Average



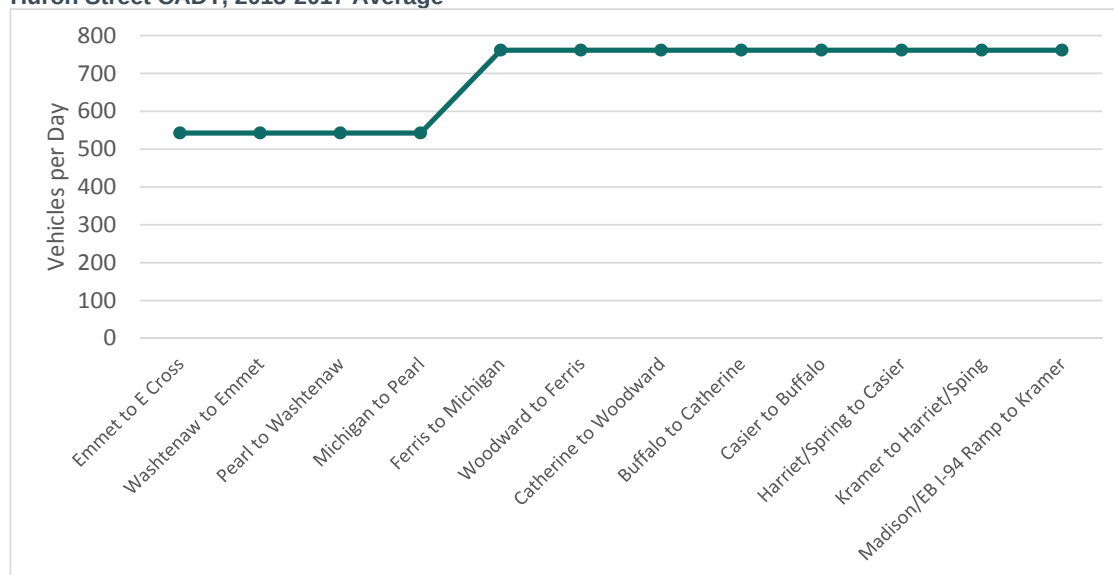
Hamilton Street CADT, 2013-2017 Average



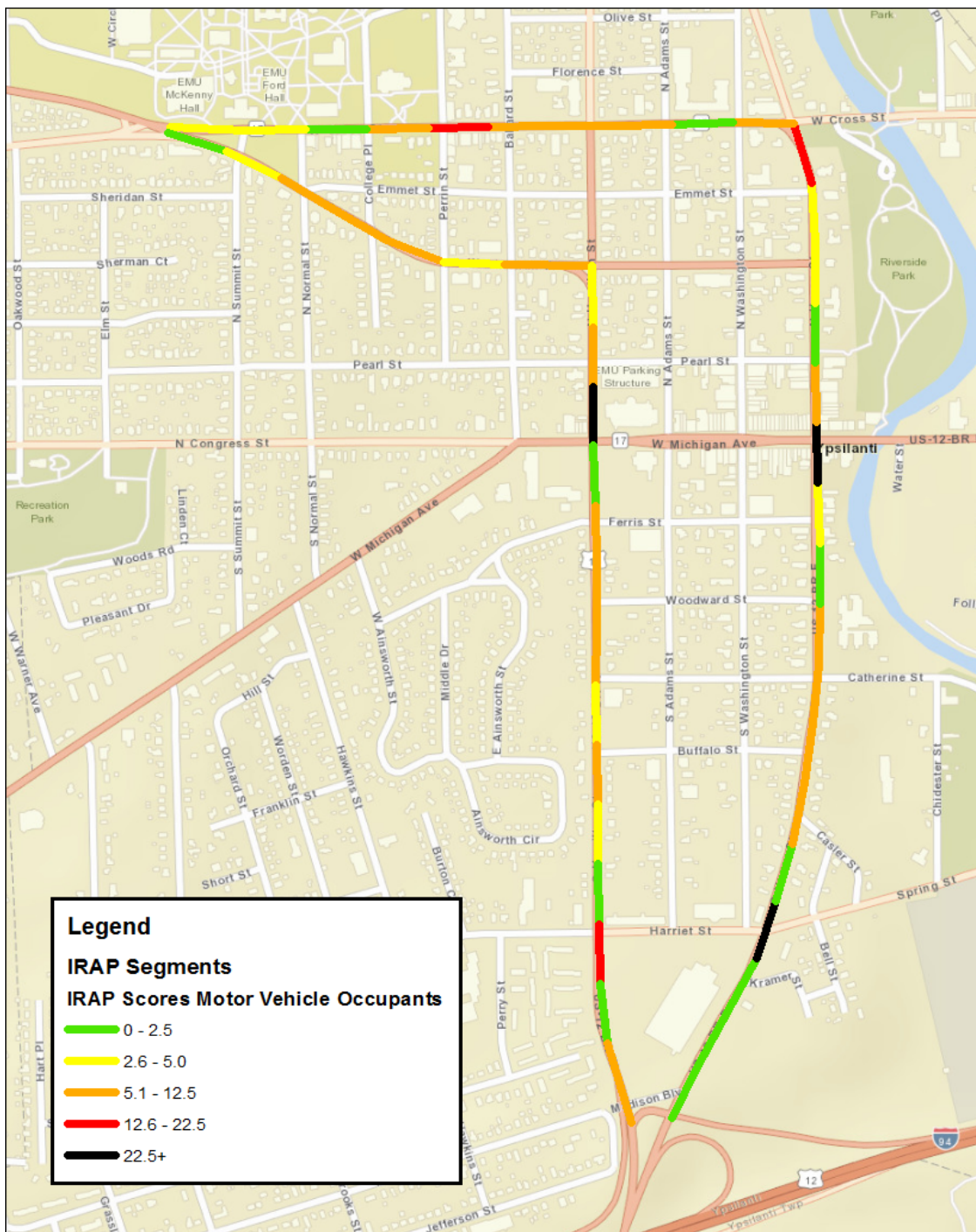
Washtenaw Avenue CADT, 2013-2017 Average

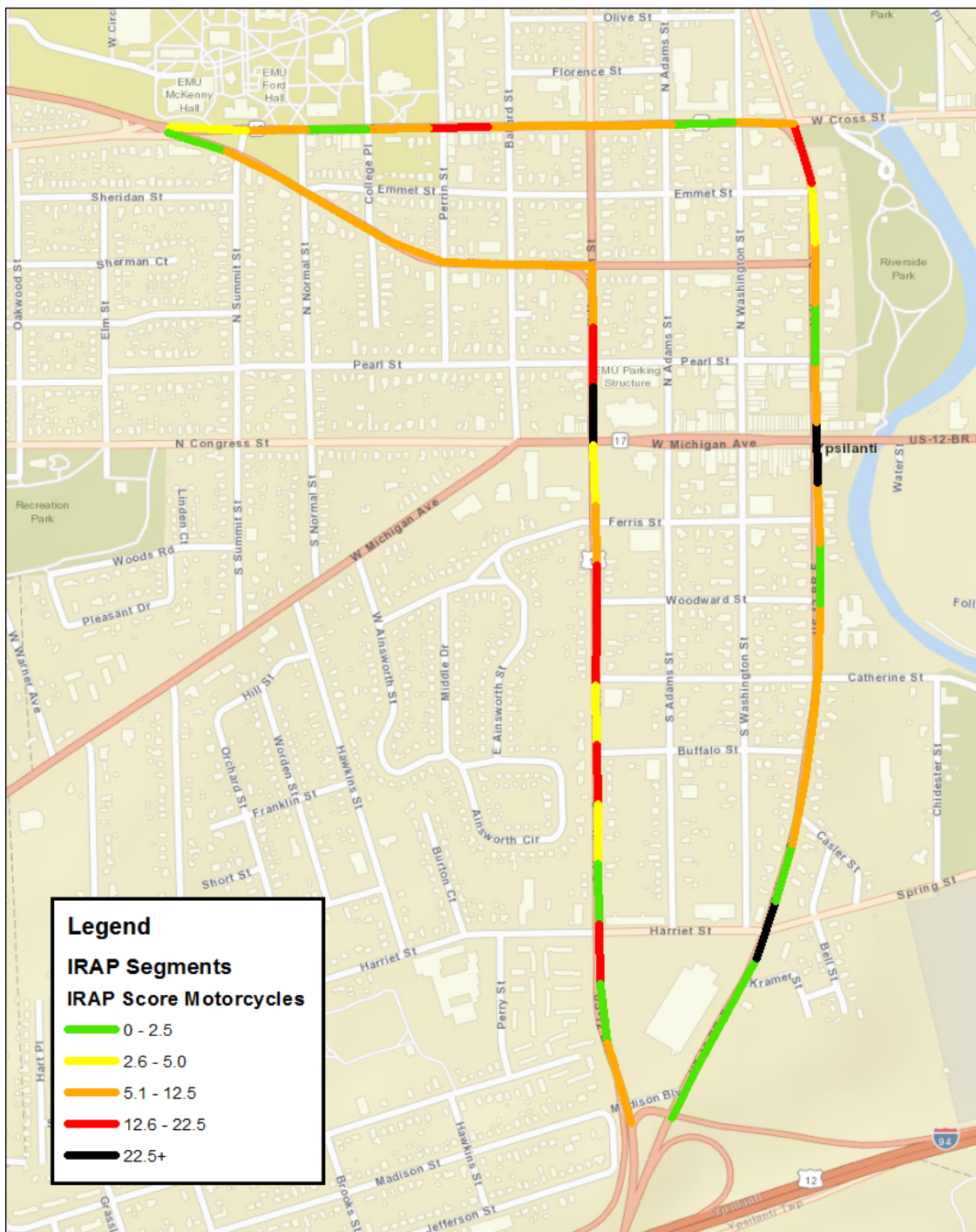


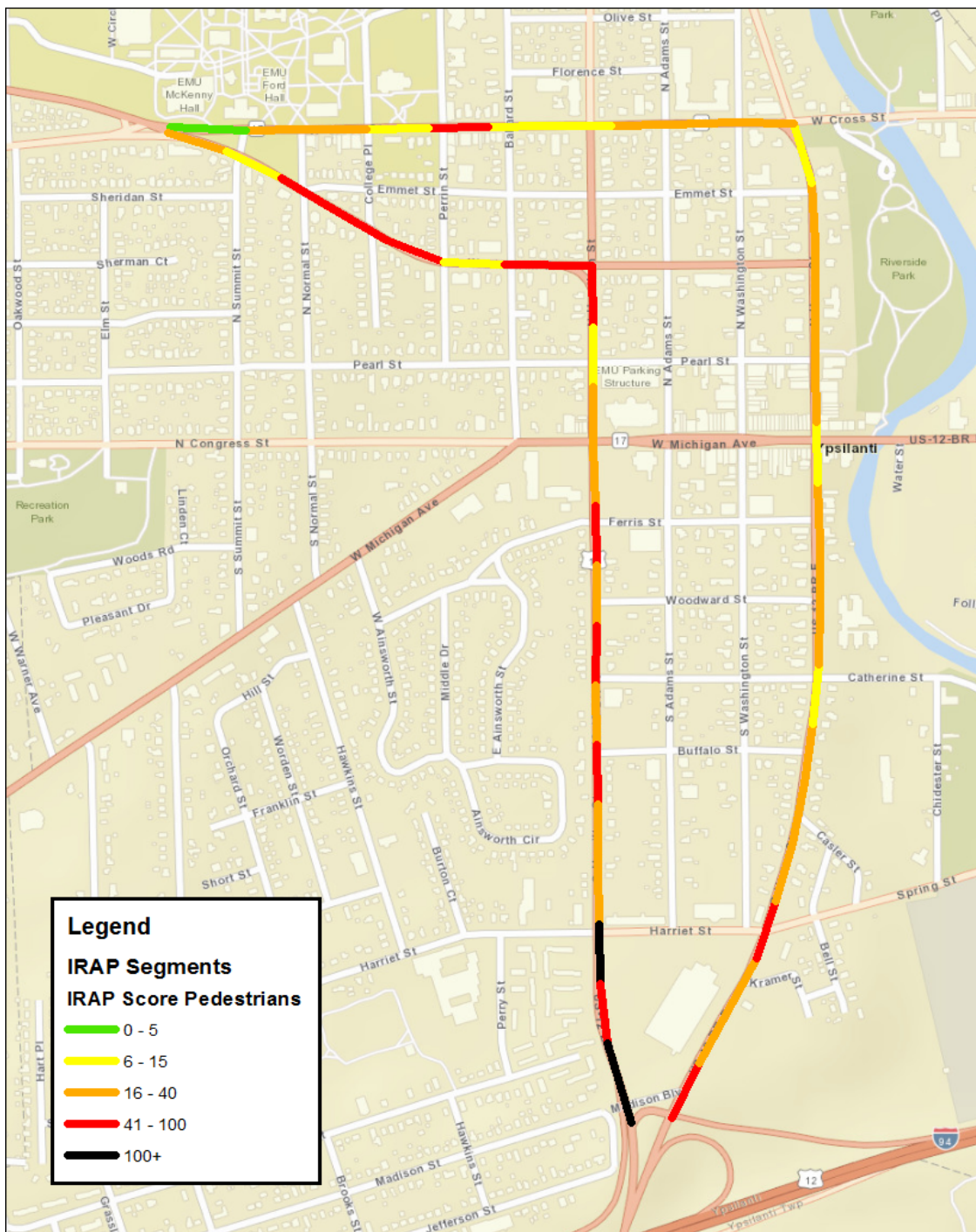
Huron Street CADT, 2013-2017 Average

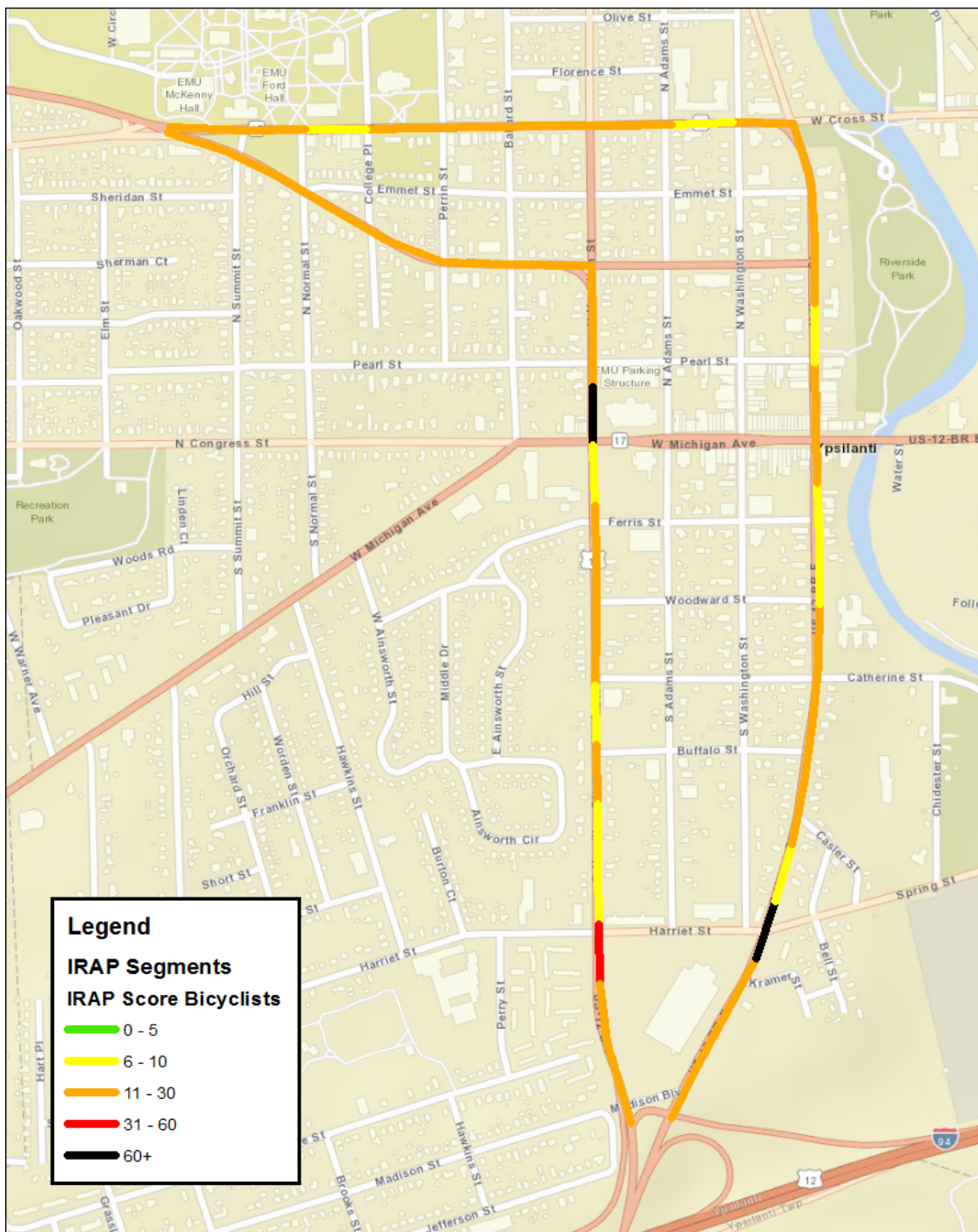


Appendix H. iRAP Risk Score Maps











ROAD DIET CAPACITY ANALYSIS REPORT

October 23, 2019

(Draft Report)

Prepared by:



555 Hulet Drive
Bloomfield Hills, MI 48302

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Section 1 - Executive Summary

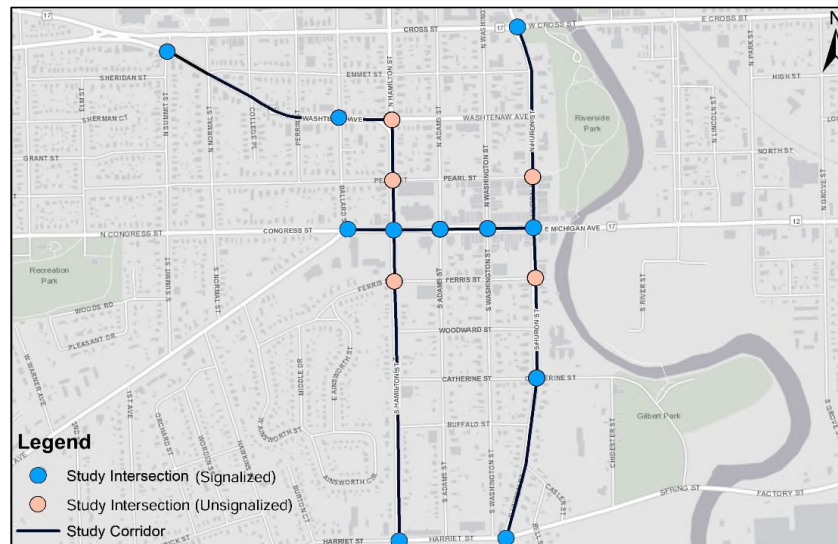
The City of Ypsilanti selected Hubbell, Roth & Clark, Inc. (HRC) to analyze the feasibility of a road diet on the major roadways through the downtown area. The major roadways analyzed within the study area include the Washtenaw Avenue, Hamilton Street, Huron Street, and Michigan Avenue corridors. All the routes to be studied for the road diet are under the jurisdiction of the Michigan Department of Transportation Brighton Transportation Service

The goal of the study is to provide enough detail about traffic safety and operations for stakeholders to make an informed decision about converting road segments using a road diet. The focus of this project will be the Synchro analysis of the roadway network to determine if the road diet will maintain an acceptable delay and level of service (LOS) with future traffic on the network. This study will contain all information required to meet the MDOT Road Diet Checklist (Form 1629, dated 4/18) for the MDOT Brighton TSC to present to the MDOT Engineering Operations Committee for approval.

The study analyzed 16 different intersections along the following four downtown Ypsilanti:

Washtenaw Avenue between Summit Street and Hamilton Street
Hamilton Street between Washtenaw Avenue and H
Huron Street between Cross Street and Harriet/Spring Streets
Michigan Avenue between Congress Street/Ballard Street and Huron Street

shows the study area that contains the road segments and intersections that were analyzed.



: Study Area



The purpose of this study is to perform a feasibility analysis for implementing a road diet concept on the study corridors of Washtenaw Avenue, Hamilton Street, and Huron Street. The City has desired to investigate reducing these roadways from three travel lanes to two by replacing a travel lane with either a 6-foot wide bike lane with a buffer or street parking. The City indicated there is no need for a road diet concept on Michigan Avenue since on-street parking already exists on both sides of the boulevard. The map shows a high-level overview of the road diet concept.



: Overview of Road Diet Concept

A capacity analysis was conducted on the roadway network during the AM, Midday, and PM peak hours for the existing, background, and road diet conditions to determine if the road diet has any adverse impacts on the roadway network. Through signal optimization and adding detection at various intersections, it was determined the road diet will not have any significant negative impacts on the roadway network.

The study also reviewed if the road diet had any adverse impacts on access management and sight distances, the added design features associated with the road diet are anticipated to cause any issues.

Safety Manual (the analysis was conducted to assess the safety implications of the road diet on Washtenaw Avenue, Hamilton Street, and Huron Street. These modifications include the introduction of a bike lane on Hamilton Street and Huron Street and parallel parking on Washtenaw Avenue and a small segment on Hamilton Street between Michigan Avenue and Ferris Street. The results from the HSM analysis predicts a reduction in total crash rate along all study segments by at least two crashes per mile per year. Fatal and injury crash rates are predicted to be reduced by at least one

The findings from this study show it will be feasible to convert these roadway segments using a road diet if the following recommendations are met:

- Optimize the signal timings (adjust splits and offsets) and add detection to change the signal operation fully actuated for the impacted intersections.

- Add all signage and pavement markings associated with the road diet as indicated on the complete set of drawings. MMA should be used at all conflict areas including bus stops and left-turns at unsignalized intersections.

- Add bike boxes along Huron Street approaching Michigan Avenue and Cross Street. A two stage bicycle box should also be added on Huron Street to turn left onto Cross Street.

- Along eastbound Washtenaw Avenue approaching Normal Street, change the shared left through lane to a turn lane drop. The northernmost travel lane downstream of the intersection will then be converted into street parking.

- Along southbound Hamilton Street approaching Pearl Street, change the shared right-through lane to a right-turn lane drop. The westernmost travel lane downstream of the intersection will then be converted into a bike lane with a buffer.

- Along northbound Huron Street approaching Harriet/Spring Street, remove the dedicated right-turn lane, change the easternmost through lane to a right turn lane drop. The easternmost travel lane downstream of the intersection will then be converted into a bike lane with a buffer.

It should be noted, however, the concept and analysis south of Harriet Street is indicated in WATS's Huron I-75 Motorized Crossing Report dated December 2014 though and is not part of the scope in this study. Anything included in that area in this study is for reference purposes only.

goal of this study has been achieved by providing thorough details about traffic safety and operations to show the existing roadway network with future traffic will accommodate the proposed road diet. The road diet also provides several advantages that include the following benefits:

- Improve mobility for bicyclists on Hamilton and Huron Streets by adding bike lanes
- Promote better land use by adding 24 on-street parking spaces on Washtenaw Avenue and five on Hamilton Street between Ferris Street and Michigan
- Improve pedestrian safety by removing at least 12 feet of travel lane width at every impacted intersection
- Encourage lower vehicle speeds by replacing a travel lane with either a bike lane with
- Reduce the predicted crashes per mile per year by reducing the number of travel lanes from three to two

With the added benefits and the road diet not having any significant negative impacts on the existing roadway network, HRC recommends the road diet to be applied to the 2022 MDOT Rehabilitation Project.

AM Peak Hour Signalized Delay and LOS

Intersection	Synchro Node	Approach	Movement	Existing		Background 2038		Road Diet Mitigation 2038	
				Delay (sec/veh)	LOS	Delay (sec/veh)	LOS	Delay (sec/veh)	LOS
Huron St & Michigan Ave	1023	EB	LT	15.7	B	18.5	B	17.4	B
			TH	5.8	A	6.2	A	5.4	A
			Approach	7.3	A	8.0	A	7.2	A
		WB	TH/RT	37.9	D	64.4	E	64.4	E
			RT	73.7	E	123.6	F	123.6	F
			Approach	48.9	D	82.6	F	82.6	F
		NB	LT	4.6	A	2.8	A	9.7	A
			TH/RT	16.2	B	23.7	C	27.0	C
			Approach	15.4	B	22.3	C	25.9	C
		Intersection		28.3	C	45.7	D	47.0	D

PM Peak Signalized Delay and LOS

Intersection	Synchro Node	Approach	Movement	Existing		Background 2038		Road Diet Mitigation 2038	
				Delay (sec/veh)	LOS	Delay (sec/veh)	LOS	Delay (sec/veh)	LOS
Hamilton St & Michigan Ave	1013	EB	TH/RT	22.1	C	23.3	C	30.3	C
			Approach	22.1	C	23.3	C	30.3	C
		WB	LT	20.4	C	38.7	D	53.9	D
			TH	6.3	A	7.5	A	5.3	A
		SB	Approach	11.3	B	18.5	B	22.4	C
			LT	43.0	D	61.7	E	38.9	D
			LT/TH/RT	31.4	C	43.1	D		
			TH/RT	N/A				60.4	E
			Approach	34.2	C	47.6	D	53.9	D
			Intersection	26.2	C	35.7	D	41.5	D
Hamilton St & Harriet St	3003	EB	TH/RT	24.2	C	25.1	C	30.0	C
			Approach	24.2	C	25.1	C	30.0	C
		WB	LT	15.9	B	19.3	B	120.5	F
			TH	5.6	A	5.7	A	9.3	A
		SB	Approach	11.3	B	13.3	B	71.0	E
			LT	15.7	B	16.0	B	6.5	A
			TH/RT	30.0	C	55.7	E	23.2	C
			Approach	28.6	C	51.9	D	21.6	C
			Intersection	23.3	C	37.6	D	36.2	D

Off Peak Unsignalized Delay and LOS

Intersection	Synchro Node	Approach	Movement	Existing 2018		Background 2038		Road Diet Mitigation 2038	
				Delay (sec/veh)	LOS	Delay (sec/veh)	LOS	Delay (sec/veh)	LOS
Hamilton St & Pearl St	9001	EB	RT	11.2	B	11.8	B	14.5	B
			Approach	11.2	B	11.8	B	14.5	B
		WB	LT	13.8	B	15.3	C	22.0	C
			LT/TH	44.7	E	86.3	F	100.4	F
			Approach	33.8	D	61.3	F	72.9	F
		SB	TH/RT	Free Flow					
			TH	N/A					
			RT						
			Approach	Free Flow					
		Intersection		6.1	A	10.8	B	12.8	B

PM Peak Unsignalized Delay and LOS

Intersection	Synchro Node	Approach	Movement	Existing 2018		Background 2038		Road Diet Mitigation 2038	
				Delay (sec/veh)	LOS	Delay (sec/veh)	LOS	Delay (sec/veh)	LOS
Hamilton St & Washtenaw Ave	9000	EB	TH	11.3	B	12.4	B	12.4	B
			RT	41.0	E	79.7	F	79.7	F
			Approach	33.8	D	63.4	F	63.4	F
		SB	LT/TH	20.0	C	30.0	D	30.0	D
			Approach	20.0	C	30.0	D	30.0	D
			Intersection	29.0	D	51.7	F	51.7	F
Hamilton St & Pearl St	9001	EB	RT	14.4	B	15.9	C	25.1	D
			Approach	14.4	B	15.9	C	25.1	D
		WB	LT	18.1	C	21.2	C	44.8	E
			LT/TH	189.8	F	449.7	F	491.9	F
			Approach	134.8	F	312.6	F	348.9	F
		SB	TH/RT	Free Flow					
			TH	N/A					
			RT						
			Approach	Free Flow					
		Intersection		8.9	A	20.3	C	22.8	C
Hamilton St & Ferris St	9002	EB	TH/RT	17.7	C	20.6	C	40.7	E
			Approach	17.7	C	20.6	C	40.7	E
		WB	LT/TH	18.5	C	22.4	C	50.5	F
			Approach	18.5	C	22.4	C	50.5	F
		SB	LT	Free Flow					
			TH/RT						
			LT/TH/RT	N/A					
			Approach	Free Flow					
		Intersection		2.2	A	2.5	A	5.3	A

1/16/2020

**Downtown Development Authority of the
City of Ypsilanti
County of Washtenaw, State of Michigan
RESOLUTION OF SUPPORT
FOR THE M-17 LANE REDUCTION**

The following preamble and resolution were offered by BASHERT and supported by OTTO.

WHEREAS, The City of Ypsilanti and the Downtown Development Authority of Ypsilanti have the health, safety, and welfare of Ypsilanti's residents, employees, and guests as their driving concern:

WHEREAS, the design of Washtenaw from Normal to Hamilton; Hamilton from Washtenaw to Harriet; and Huron from Harriet to Cross encourages drivers to travel at speeds unsafe for pedestrians;

WHEREAS, the proposed lane reduction would improve safety by reducing speeds, and also provides much needed bicycle lanes and safer pedestrian crossings;

WHEREAS, the proposed lane reduction would coordinate with the planned non-motorized connection over I-94;

WHEREAS, we understand that the following intersections, per 2038 projections in the 2019 feasibility study, may see excessive delays due to the lane reduction:

- Hamilton/Michigan (southbound, through/right approach, PM peak),
- Hamilton/Ferris (eastbound and westbound, PM peak),
- Hamilton/Harriet (westbound, left and approach, PM peak),

NOW, THEREFORE, BE IT RESOLVED THAT the YDDA supports the City of Ypsilanti's proposed M-17 lane reduction project.

PASSED UNANIMOUSLY (AYES: BASHERT, PORTIS, HINTON, FRENCH, MILNER, ALJOUNY, JOHNSON OTTO, EASTRIDGE; NAYS: 0; ABSTAIN: 0; ABSENT: HARRINGTON)

15 January 2020

Demetrius Parker, Region Engineer
University Region
Michigan Department of Transportation
4701 W Michigan Ave
Jackson, MI 49201

Dear Mr. Parker:

My department has reviewed the proposed lane reduction on Hamilton, Huron, and Washtenaw on M-17 within the City of Ypsilanti, and would like to offer the following input.

The primary aim of the project is to reduce travel speeds for regular motorized traffic in the project area, thus reducing the potential severity of crashes as well as the likelihood of crashes. As a secondary benefit, the project will add a significant amount of bike lanes to the City, enabling more bicyclists to travel to and through downtown and Depot Town, as well as connect south to the Charter Township of Ypsilanti. This lane reduction was recommended by City Council, and has also been recommended as part of the 2018 Road Safety Audit performed by Atkins with MDOT.

The feasibility study has shown that at peak hour, with peak volumes, with consistent projected volume increases, by 2038, several intersections in the project area will see a decrease in the Level of Service, with potential failures noted at

- Hamilton/Washtenaw (eastbound, right, approach, and intersection, PM peak hours; fails with and without lane reduction),
- Hamilton/Pearl (westbound, left/through, off peak, fails with and without lane reduction; westbound both directions, PM peak, fails with and without lane reduction)
- Hamilton/Michigan (southbound, through/right approach, PM peak),
- Hamilton/Ferris (eastbound and westbound, PM peak)
- Hamilton/Harriet (westbound, left and approach, PM peak),
- Huron/Michigan (westbound, all lanes, AM peak; fails with and without lane reduction).

The City of Ypsilanti Fire Department realizes the lane reductions may result in an increase to response times. We believe this increase will be minimal and support the city's traffic calming efforts.

Sincerely,

Ken Hobbs
Fire Chief
City of Ypsilanti Fire Department
525 W. Michigan Ave.
Ypsilanti, MI 48197
Phone: 734.482.9778
Fax: 734.483.7522

CC: File



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Bonnie Wessler
DATE: January 21, 2020
SUBJECT: Connecting Communities Grant/ I-94 Crossing

DESCRIPTION:

Connecting Communities Grant/ I-94 Crossing

SUMMARY:

The City has been working with the Charter Township of Ypsilanti, the Washtenaw County Road Commission, MDOT, WATS, and Rep. Ronnie Peterson to complete a safe non-motorized crossing of I-94 at Huron Street. A statewide TAP grant has been applied for by the Washtenaw County Road Commission (on behalf of the City, Township, and MDOT) and awarded by the State for design engineering of the project; it has also been conditionally awarded for the construction of the project (anticipated 2021/2022). In September, we applied to the Washtenaw County Parks and Recreation Commission for a Connecting Communities grant to cover the local match for the design TAP, \$60,000 (of an anticipated \$300,000 total cost).

This \$60,000 has been awarded by the County. Attached is the project agreement for approval. This is a reimbursement grant, and the County is aware that we are using it as a match for the State grant. Expenditure and reimbursement are currently planned for FY20/21. Mr Barr has approved the agreement as to form.

RECOMMENDED ACTION: Approval

ATTACHMENTS: Project agreement

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



**Resolution No. 2020-017
January 21, 2020**

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the City strongly supports safe nonmotorized transportation; and

WHEREAS, the Huron Street at I-94 lacks a safe pathway for pedestrians; and

WHEREAS, the need for a safe crossing is incorporated in the City's Master Plan and Nonmotorized Plan; and

WHEREAS, the City has applied for and been awarded a \$60,000 Washtenaw County Parks and Recreation Connecting Communities grant to use as match for a State TAP grant, administered by Washtenaw County Road Commission and MDOT; and

NOW THEREFORE BE IT RESOLVED, THAT the City Council hereby approves the project agreement for \$60,000 from the Washtenaw County Parks and Recreation Connecting Communities Program to assist in the engineering for a safe pathway across I-94 on Huron St.

OFFERED BY: _____

SECONDED BY: _____

YES: NO: ABSENT: VOTE:

This resolution is adopted by the Council of the City of Ypsilanti and approved by the Mayor this 21 day of January 2020

#Resolution No. 2020-017

WASHTENAW COUNTY PARKS & RECREATION COMMISSION
Connecting Communities Project Agreement

PROJECT COMMUNITY: CITY OF YPSILANTI
PROJECT TITLE: HURON STREET/I-94 NONMOTORIZED PATH
WCPARC FUNDING AMOUNT: \$60,000.00
WCPARC FUNDING EXPIRATION DATE: 11/12/2021 (see Section 3)

RECIPIENT

This Project Agreement is entered into by and between Washtenaw County Parks & Recreation Commission (hereinafter called "WCPARC") and the City of Ypsilanti (hereinafter called the "GRANTEE"). Whereas WCPARC desires to award a grant to GRANTEE for engineering the HURON STREET/I-94 NONMOTORIZED PATH as specified herein ("Project") with the contact and location information more fully described in ATTACHMENT A, attached hereto. Now, therefore, the contracting parties hereto mutually agree as follows:

SECTION 1

SCOPE OF PROJECT

The GRANTEE verifies that it has the appropriate authority to proceed, by Resolution or otherwise, and shall perform the Project, as specified and described in The Scope of Project (ATTACHMENT B), attached hereto and incorporated herein, in a satisfactory and proper manner as determined by WCPARC. The scope of the Project may be modified or supplemented only by the written agreement of the parties to this Project Agreement.

SECTION 2

FUNDS AND PAYMENT

- A. GRANTEE has been advised by WCPARC that funds for the GRANTEE will be made available for the Project specified in this Project Agreement upon execution of this Agreement by GRANTEE and WCPARC in the manner described below.
- B. Total WCPARC funds to the GRANTEE for this Project shall not exceed Sixty Thousand Dollars and no cents, (\$60,000.00). Payment of \$60,000.00 shall be made when the Project is 100% complete. In order to receive payment, GRANTEE shall provide WCPARC with a copy of the completed engineering, planning and design invoices documenting completed work as required.
- C. Disbursement of funds will not be made without Grantor approval of properly authorized and executed statements, attachments, requisitions and supportive records.

SECTION 3

TIME OF PERFORMANCE

The GRANTEE shall commence the Project as soon as practicable upon entering into a Project Agreement with WCPARC. Should the GRANTEE not enter into a contract with a third-party consultant for the project by 11/12/2021 (two years after the date that WCPARC authorized the funding), WCPARC reserves the right to withdraw all funding for the Project. Any requests for extensions must be submitted in writing and approved by WCPARC in advance of the project expiration date.

**SECTION 4
RECORDS, REPORTS AND INSPECTIONS**

A. The GRANTEE shall establish and maintain records in accordance with requirements prescribed by WCPARC with respect to all matters covered by the Project Agreement. Such records shall include, but not be limited to, the following:

1. Financial management records, which identify adequately the expenditure of funds to be requested for reimbursement for grant supported activities;
2. Records regarding compliance by all consultants performing work with grant funds. Except as otherwise authorized by WCPARC, the GRANTEE shall retain all records for a period of three (3) years after receipt of the final payment under this Project Agreement or termination of this Project Agreement.

B. The GRANTEE shall support all costs by properly executed invoices, contracts, vouchers, orders and any other accounting documents pertaining in whole or in part to this Project Agreement and shall be clearly identified and readily accessible.

C. The GRANTEE shall furnish to WCPARC such statements, records, reports, data and information as WCPARC may request pertaining to matters covered by this Project Agreement. All of the material prepared and/or assembled by the GRANTEE under this Project Agreement is public information and may be made available to anyone without prior written approval of the GRANTEE or WCPARC (unless specifically exempt from disclosure by law).

D. The GRANTEE shall upon reasonable notice during normal business hours make available to WCPARC for examination all of its records with respect to matters covered by this Project Agreement and shall permit WCPARC or its designated authorized representative to audit and inspect all invoices, materials, payrolls, records of personnel, conditions of employment and other data relating to all matters covered by this Project Agreement (to the extent allowed by law).

E. The GRANTEE is responsible for completing and returning, in a timely manner, any project progress reports that may be sent out by WCPARC before, during, and/or after completion of any project.

SECTION 5 COMPLIANCE WITH LAW

The Grantee shall comply with all applicable laws, ordinances and codes of the United States, the State of Michigan and local governments in connection with the Project.

SECTION 6 ASSIGNABILITY

The GRANTEE shall not assign any interest in this Grant Agreement without the prior written consent of WCPARC.

SECTION 7 TERMINATION

If the GRANTEE violates any provision of this Project Agreement, WCPARC may terminate this Project Agreement in whole or in part, after notice to GRANTEE and opportunity to cure as described in this Section 7. WCPARC shall provide GRANTEE with written notice of a violation of this Agreement and GRANTEE shall have a period of thirty (30) days after written notice is given to cure such violation, or such reasonable additional period of time as the parties may agree to correct the violation.

If WCPARC terminates this Project Agreement, in whole or in part after notice and opportunity to cure as described above, such termination shall be effected by the issuance of a written notice of termination, which shall specify the extent of the termination and the date upon which such termination shall become effective.

SECTION 8 AMENDMENTS

All amendments, notices, requests, objections and/or consents of any kind made pursuant to this Agreement shall be in writing, and any amendments or modifications shall be in writing and signed by both parties.

SECTION 9 INDEMNIFICATION

To the extent allowed by law, the GRANTEE agrees to defend, indemnify and hold harmless WCPARC from and against any loss, liability, cost or expense incurred by WCPARC as a result of the negligent or willful acts or omissions of GRANTEE related to the Project. The GRANTEE shall be required to assume the defense of WCPARC in any claim or suit covered by this Section and shall pay all costs, expenses and reasonable out-of-pocket attorney fees incurred by WCPARC.

SECTION 10 ACCESSIBILITY

All projects must comply with Americans with Disabilities Act of 1990.

SECTION 11 ATTACHMENTS

All attachments given reference to in this Project Agreement are mandatory and hereby incorporated as though fully set forth herein:

Attachment A – Contact/Location Information

Attachment B – Scope of Project

As the individual duly designated to represent the GRANTEE, I do hereby certify that the information presented in this Contract and the referenced Attachments is true and correct. I do further certify that the project will be completed in accordance with the provisions set forth in this contract and that the GRANTEE has the financial resources to initially fund one hundred percent (100%) of the proposed project within the time frame imposed by WCPARC, prior to receiving WCPARC grant reimbursement.

Name of Grantee: City of Ypsilanti

Print Name: _____

Print Title: _____

Signature & Date: _____
(Date)

Attested by: _____
(Print Name and Title)

Signature & Date: _____
(Date)

ATTESTED TO:

WASHTENAW COUNTY

By: _____
Lawrence Kestenbaum (DATE)
County Clerk/Register

By: _____
Coy P. Vaughn (DATE)
Director, Parks & Recreation

APPROVED AS TO FORM:

GRANTEE

By: _____
Curtis N. Hedger (DATE)
Office of Corporation Counsel

By: _____
Frances McMullan (DATE)
City Manager, City of Ypsilanti

Revised 3-4-19

**ATTACHMENT A
- CONTACT/LOCATION INFORMATION -**

A: PROJECT SPONSOR INFORMATION (Please fill out this section completely)

Project Sponsor: CITY OF YPSILANTI

Project Title: HURON STREET/I-94 NONMOTORIZED PATH

Physical Address/Location of Project: _____

Project Sponsor Address: _____

B: PROJECT CONTACT INFORMATION (Please fill out this section completely)

Contact Name: _____

Contact Title: _____

Contact Organization: _____

Contact Address: _____

Phone: _____

Fax: _____

Email: _____

Contact Name: Kira Macyda

Contact Title: Park Planner

Contact Organization: Washtenaw County Parks & Recreation Commission

Contact Address: 2230 Platt Road, Ann Arbor, MI 48107

Phone: 734-971-6337, ext. 321

Email: macydak@washtenaw.org

**ATTACHMENT B
-SCOPE OF PROJECT -**

Provide a detailed description of the project to be undertaken, the project budget/funding, and the schedule for completion. The project scope must be consistent with the Connecting Communities application that has been approved and/or amended by, and on file with, WCPARC.



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Joe Meyers
DATE: January 21, 2020
SUBJECT: Zoning Text Amendment: Michigan Regulation and Taxation of Marihuana Act Zoning Update

DESCRIPTION:

Zoning Text Amendment: Michigan Regulation and Taxation of Marihuana Act Zoning Update

SUMMARY:

State regulations regarding marijuana facilities have recently arrived with the adoption of the Michigan Regulation and Taxation of Marihuana Act (MRTMA). These regulations allow for adult-use marijuana (also known as "recreational marijuana") establishments to grow, process, and ultimately sell marijuana for users 21 years of age or older. The previous City and State marijuana laws only allowed for medical marijuana facilities. The purpose of these proposed text amendments is to provide zoning regulations for recreational marijuana.

The City recognizes- through prior laws and implementation of medical marijuana facilities- there are concerns about clustering of marijuana facilities. The intent is to continue buffering from marijuana facility to marijuana facility to prevent clustering. Also, the City intends to designate all marijuana uses in their eligible zoning districts as Special Uses with the exception for recreational marihuana retailers in Center districts as a Permitted Use.

The Planning Commission recommended the ordinance change unanimously at their December 2019 regular Planning Commission meeting.

RECOMMENDED ACTION: Approval

ATTACHMENTS: Resolution, Ordinance, Staff Report, Staff Report Exhibit

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2020-018
January 21, 2020

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the City has an interest in protecting the economic diversity and image of the community; and

WHEREAS, the City has an interest in promoting and supporting local businesses and their growth; and

WHEREAS, the Planning Commission has recommended the City Council adopt the proposed ordinance change;

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council approve the ordinance entitled Michigan Regulation and Taxation of Marihuana Act Zoning Update on Second and Final Reading.

OFFERED BY: _____

SECONDED BY: _____

YES: NO: ABSENT: VOTE:

This resolution is adopted by the Council of the City of Ypsilanti and approved by the Mayor this 21 day of January 2020

#Resolution No. 2020-018



City of Ypsilanti
Notice of Adopted Ordinance
Ordinance No. 1354

An Ordinance Entitled "Michigan Regulation and Taxation of Marihuana Act Zoning Update"

THE CITY OF YPSILANTI HEREBY ORDAINS:

That Section 122-203 be amended as follows:

Designated consumption establishment. A facility licensed and authorized to permit adults 21 years of age and older to consume marihuana products at the location indicated on the state license.

Excess marihuana grower. A facility holding 5 class C marihuana grower licenses and licensed to cultivate marihuana and sell or otherwise transfer marihuana to marihuana establishments.

Marihuana secure transporter. A facility licensed to obtain marihuana from marihuana establishments in order to transport marihuana to marihuana establishment as defined by the Michigan Regulation and Taxation of Marihuana Act Initiated Law 1 of 2018.

Recreational Marihuana Growing and/or Processing Facility. A facility for the cultivation and/or processing of recreational marihuana into a usable form and "grower" or "processor" as defined by the Michigan Regulation and Taxation of Marihuana Act Initiated Law 1 of 2018.

Recreational Marihuana Microbusiness. A facility licensed to cultivate not more than 150 marihuana plants; process and package marihuana; and sell or otherwise transfer marihuana to individuals who are 21 years of age or older or to a marihuana safety compliance facility, but not to other marihuana establishments as defined by the Michigan Regulation and Taxation of Marihuana Act Initiated Law 1 of 2018.

Recreational Marihuana Retailer. A facility that sells, supplies, or provides recreational marihuana to individuals directly; and as defined by the Michigan Regulation and Taxation of Marihuana Act Initiated Law 1 of 2018

Recreational Marihuana Safety Compliance Facilities. A facility to test marihuana, including certification for potency and the presence of contaminant as defined by the Michigan Regulation and Taxation of Marihuana Act Initiated Law 1 of 2018.

School. School is defined as any building, playing field, or property used for school purposes to impart instruction to children in grades kindergarten through

12, when provided by a public, private, denominational, or parochial school, except those buildings used primarily for adult education or college extension courses.

That Section 122-446 (C) be amended as follows:

Recreational Marihuana Retailer (permitted)
Recreational Marihuana Microbusiness (special use)
Designated Consumption Establishment (special use)

That Section 122-451(NC, GC, HC) be amended as follows:

Recreational Marihuana Retailer (special use in GC)
Recreational Marihuana Growing and/or Processing Facility (special use in GC)
Recreational Marihuana Microbusiness (special use in GC)
Marihuana secure transporter license (special use in GC)
Designated consumption establishment license (special use in GC)

That Section 122-461 (HHS) be amended as follows:

Recreational Marihuana Safety Compliance Facilities. (special use)

That Section 122-431 (PMD) be amended as follows:

Recreational Marihuana Growing and/or Processing Facility (special use)
Excess marihuana grower (special use)
Marihuana secure transporter license. (special use)
Recreational Marihuana Safety Compliance Facilities. (special use)
Recreational Marihuana Microbusiness (special use)

That Section 122-522 be added as follows:

Designated consumption establishment.

- a) Generally. Nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution for growing, sale, consumption, use, distribution, or possession of marihuana not in strict compliance with the State of Michigan laws and rules. Also, since Federal law is not affected by the Act or the General Rules, nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution under Federal law.

b) The following standards for Recreational Marihuana Designated Consumption Establishment apply:

1. The facility shall operate at all times in compliance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein;
2. The site shall not be located within one thousand (1,000) feet of a school, as measured from the outermost boundaries of the lot or parcel on which the designated consumption establishment license and to the outermost boundaries of the lot or parcel on which the school is located;
3. The Recreational Marihuana Designated Consumption Establishment site shall not be located within five hundred (500) feet of a lawfully existing Recreational Marihuana Designated Consumption Establishment as measured from the outermost boundaries of the lot or parcel on which the proposed Recreational Marihuana Designated Consumption Establishment and to the outermost boundaries of the lot or parcel on which the lawfully existing Recreational Marihuana Designated Consumption Establishment marihuana facility is located;
4. All activity related to the Designated consumption establishment license shall be done indoors;
5. The premises shall be open for inspection upon request by the Building Official, the Fire Department and law enforcement officials for compliance with all applicable laws and rules, during the stated hours of operation/use and as such other times as anyone is present on the premises.
6. If the designated consumption establishment license ceases operation for a length of time of one-hundred-twenty (120) days or greater, any Special Use permit shall expire;
7. All recreational marihuana shall be contained within the main building in an enclosed, locked facility in accordance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein,
8. All designated consumption establishment license must be registered with and licensed by the State Department of Licensing and Regulatory Affairs, as well as be permitted under Chapter 8 of the City Code of Ordinances;
9. The dispensing of recreational marihuana shall be prohibited.

That Section 122-525 be added as follows:

Excess Marihuana Grower

- a) Generally. Nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution for growing, sale, consumption, use, distribution, or possession of marihuana not in strict compliance with the State of Michigan laws and rules. Also, since Federal law is not affected by the Act or the General Rules,

nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution under Federal law.

b) The following standards for Excess Marihuana Grower apply:

1. The facility shall operate at all times in compliance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein;
2. The excess marihuana grower site shall not be located within one thousand (1,000) feet of a school, as measured from the outermost boundaries of the lot or parcel on which the excess marihuana grower facility and to the outermost boundaries of the lot or parcel on which the school is located;
3. Use of marihuana is prohibited on the premises unless otherwise noted;
4. All activity related to the excess marihuana grower facility shall be done indoors;
5. The premises shall be open for inspection upon request by the Building Official the Fire Department and law enforcement officials for compliance with all applicable laws and rules, during the stated hours of operation/use and as such other times as anyone is present on the premises.
6. If the excess marihuana grower facility ceases operation for a length of time of one-hundred-twenty (120) days or greater, any Special Use permit shall expire;
7. Drive-through and walk-up or similar facilities shall be prohibited;
8. All recreational marihuana shall be contained within the main building in an enclosed, locked facility in accordance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein
9. That portion of the structure where the storage of any chemicals such as herbicides, pesticides, and fertilizers shall be subject to inspection and approval by the Ypsilanti Fire Department to insure compliance with the Michigan Fire Protection Code;
10. All excess marihuana grower facilities must be registered with and licensed by the State Department of Licensing and Regulatory Affairs, as well as be permitted under Chapter 8 of the City Code of Ordinances;
11. The dispensing of recreational marihuana shall be prohibited.
12. There shall be no other accessory uses permitted within the same building, other than those clearly necessary for continued operation, such as offices, employee facilities, and storage.

That Section 122-538 be added as follows:

Marihuana secure transporter.

- a) Generally. Nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution for growing, sale, consumption, use, distribution, or possession of marihuana not in strict compliance with the State of Michigan laws and rules. Also, since Federal law is not affected by the Act or the General Rules, nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution under Federal law.
- b) The following standards for Recreational Marihuana Secure Transporter Facility apply:
 1. The facility shall operate at all times in compliance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein;
 2. The site shall not be located within one thousand (1,000) feet of a school, as measured from the outermost boundaries of the lot or parcel on which the Secure Transporter Facility and to the outermost boundaries of the lot or parcel on which the school is located;
 3. The Recreational Marihuana Secure Transporter Facility site shall not be located within five hundred (500) feet of a lawfully existing Marihuana Secure Transporter Facility as measured from the outermost boundaries of the lot or parcel on which the proposed Marihuana Secure Transporter Facility and to the outermost boundaries of the lot or parcel on which the lawfully existing Marihuana Secure Transporter Facility is located;
 4. Use of marihuana is prohibited on the premises unless otherwise noted;
 5. All activity related to the Secure Transporter Facility shall be done indoors;
 6. The premises shall be open for inspection upon request by the Building Official, the Fire Department and law enforcement officials for compliance with all applicable laws and rules, during the stated hours of operation/use and as such other times as anyone is present on the premises.
 7. If the Recreational Marihuana Secure Transporter Facility ceases operation for a length of time of one-hundred-twenty (120) days or greater, any Special Use permit shall expire;
 8. All recreational marihuana shall be contained within the main building in an enclosed, locked facility in accordance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein,

9. All Recreational Marihuana Secure Transporter Facility must be registered with and licensed by the State Department of Licensing and Regulatory Affairs, as well as be permitted under Chapter 8 of the City Code of Ordinances;
10. The dispensing of recreational marihuana shall be prohibited.
11. There shall be no other accessory uses permitted within the same building, other than those clearly necessary for continued operation, such as offices, employee facilities, and storage.

That Section 122-548 be added as follows:

Recreational Marihuana Cultivation and/or Processing Facilities.

- a) Generally. Nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution for growing, sale, consumption, use, distribution, or possession of marihuana not in strict compliance with the State of Michigan laws and rules. Also, since Federal law is not affected by the Act or the General Rules, nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution under Federal law.
- b) The following standards for recreational Marihuana Cultivation and/or Processing Facilities apply:
 1. The facility shall operate at all times in compliance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein;
 2. The growing and/or processing facility site shall not be located within one thousand (1,000) feet of a school, as measured from the outermost boundaries of the lot or parcel on which the growing and/or processing facility and to the outermost boundaries of the lot or parcel on which the school is located;
 3. The growing and/or processing facility site shall not be located within five hundred (500) feet of a lawfully existing marihuana facility as measured from the outermost boundaries of the lot or parcel on which the proposed growing and/or processing facility and to the outermost boundaries of the lot or parcel on which the lawfully existing marihuana facility is located. This requirement is waived in PMD zoning districts when buffering from marihuana facility types other than marihuana growing and/or processing facilities;
 4. Use of marihuana is prohibited on the premises unless otherwise noted;
 5. All activity related to the growing and/or processing facility shall be done indoors;
 6. The premises shall be open for inspection upon request by the Building Official the Fire Department and law enforcement officials for compliance with all applicable

laws and rules, during the stated hours of operation/use and as such other times as anyone is present on the premises.

7. If the growing and/or processing facility ceases operation for a length of time of one-hundred-twenty (120) days or greater, any Special Use permit shall expire;
8. Drive-through and walk-up or similar facilities shall be prohibited;
9. All recreational marihuana shall be contained within the main building in an enclosed, locked facility in accordance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein
10. That portion of the structure where the storage of any chemicals such as herbicides, pesticides, and fertilizers shall be subject to inspection and approval by the Ypsilanti Fire Department to insure compliance with the Michigan Fire Protection Code;
11. All growing and/or processing facilities must be registered with and licensed by the State Department of Licensing and Regulatory Affairs, as well as be permitted under Chapter 8 of the City Code of Ordinances;
12. The dispensing of recreational marihuana shall be prohibited.
13. There shall be no other accessory uses permitted within the same building, other than those clearly necessary for continued operation, such as offices, employee facilities, and storage.

That Section 122-549 be added as follows:

Recreational Marihuana Microbusiness

- a) Generally. Nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution for growing, sale, consumption, use, distribution, or possession of marihuana not in strict compliance with the State of Michigan laws and rules. Also, since Federal law is not affected by the Act or the General Rules, nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution under Federal law.
- b) The following standards for Recreational Marihuana Microbusiness apply:
 1. The facility shall operate at all times in compliance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein;
 2. The site shall not be located within one thousand (1,000) feet of a school, as measured from the outermost boundaries of the lot or parcel on which the

growing and/or processing facility and to the outermost boundaries of the lot or parcel on which the school is located;

3. The Recreational Marihuana Microbusiness facility site shall not be located within one thousand (1,000) feet of a lawfully existing recreational marihuana microbusiness, and five hundred (500) feet from other types of marihuana facilities as measured from the outermost boundaries of the lot or parcel on which the proposed recreational marihuana facility and to the outermost boundaries of the lot or parcel on which the lawfully existing marihuana facility is located;
4. Use of marihuana is prohibited on the premises unless otherwise noted;
5. All activity related to the safety and compliance shall be done indoors;
6. The premises shall be open for inspection upon request by the Building Official the Fire Department and law enforcement officials for compliance with all applicable laws and rules, during the stated hours of operation/use and as such other times as anyone is present on the premises.
7. If the Recreational Marihuana Microbusiness ceases operation for a length of time of one-hundred-twenty (120) days or greater, any Special Use permit shall expire;
8. Drive-through and walk-up or similar facilities shall be prohibited
9. All recreational marihuana shall be contained within the main building in an enclosed, locked facility in accordance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein administrative rules or regulations contained or adopted under the authority therein;
10. That portion of the structure where the storage of any chemicals shall be subject to inspection and approval by the Ypsilanti Fire Department to insure compliance with the Michigan Fire Protection Code;
11. All Recreational Marihuana Microbusiness facility must be registered with and licensed by the State Department of Licensing and Regulatory Affairs, as well as be permitted under Chapter 8 of the City Code of Ordinances;
12. Growing, cultivation, processing, testing and sales of recreational marihuana in the microbusiness is allowed so long as it's done within the facility and has a maximum of 150 plants as allowed by the MRTMA and the MRA with LARA.
13. There shall be no other accessory uses permitted within the same building, other than those clearly necessary for continued operation, such as offices, employee facilities, and storage.

That Section 122-550 be added as follows:

Recreational Marihuana Retailers.

(a) Generally. Nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution for growing, sale, consumption, use, distribution, or possession of marihuana not in strict compliance with the State of Michigan laws and rules. Also, since Federal law is not affected by the Act or the General Rules, nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution under Federal law.

(b) The following standards for Recreational Marihuana Retailers apply:

- (1) The facility shall operate at all times in compliance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein;
- (2) The recreational marihuana retailer shall not be located within one thousand (1,000) feet of a school, as measured from the outermost boundaries of the lot or parcel on which the provisioning center is located to the outermost boundaries of the lot or parcel on which the school is located;
- (3) The recreational marihuana retailer shall not be located within five hundred (500) feet of a lawfully existing recreational marihuana retailer as measured from the outermost boundaries of the lot or parcel on which the proposed recreational marihuana retailer and to the outermost boundaries of the lot or parcel on which the lawfully existing recreational marihuana retailer is located;
- (4) Use of recreational marihuana is prohibited on the premises;
- (5) All activity related to the recreational marihuana retailer shall be done indoors;
- (6) The premises shall be open for inspection upon request by the Building Official, the Fire Department, and law enforcement officials for compliance with all applicable laws and rules, during the stated hours of operation/use and as such other times as anyone is present on the premises.
- (7) Drive-through and walk-up or similar facilities shall be prohibited;
- (8) All recreational marihuana shall be contained within the main building in an enclosed, locked facility in accordance with the General Rules of the Michigan Department of Community Health, the MMMA, the MMFLA, the

MTA, as well as any and all administrative rules or regulations contained or adopted under the authority therein;

- (9) All recreational marihuana retailers must be registered with and licensed by the State Department of Licensing and Regulatory Affairs, as well as be permitted under Chapter 8 of the City Code of Ordinances;
- (10) Growing, cultivation, or processing of recreational marihuana in a recreational marihuana retailer is prohibited

That Section 122-551 be added as follows:

Recreational Marihuana Safety Compliance Facilities

- a) Generally. Nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution for growing, sale, consumption, use, distribution, or possession of marihuana not in strict compliance with the State of Michigan laws and rules. Also, since Federal law is not affected by the Act or the General Rules, nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution under Federal law.
- b) The following standards for Recreational Marihuana Safety Compliance Facilities apply:
 - 1. The facility shall operate at all times in compliance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein;
 - 2. The site shall not be located within one thousand (1,000) feet of a school, as measured from the outermost boundaries of the lot or parcel on which the recreational marihuana safety compliance facility and to the outermost boundaries of the lot or parcel on which the school is located;
 - 3. The Recreational Marihuana Safety Compliance facility site shall not be located within five hundred (500) feet of a lawfully existing Recreational Marihuana Safety Compliance facility as measured from the outermost boundaries of the lot or parcel on which the proposed Recreational Marihuana Safety Compliance facility and to the outermost boundaries of the lot or parcel on which the lawfully existing Recreational Marihuana Safety Compliance facility is located;
 - 4. Use of marihuana is prohibited on the premises unless otherwise noted;
 - 5. All activity related to the recreational marihuana safety compliance facility shall be done indoors;
 - 6. The premises shall be open for inspection upon request by the Building Official the Fire Department and law enforcement officials for compliance with all applicable laws and rules, during the stated hours of operation/use and as such other times as anyone is present on the premises.

7. If the Recreational Marihuana Safety Compliance facility ceases operation for a length of time of one-hundred-twenty (120) days or greater, any Special Use permit shall expire;
8. All recreational marihuana shall be contained within the main building in an enclosed, locked facility in accordance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein administrative rules or regulations contained or adopted under the authority therein;
9. That portion of the structure where the storage of any chemicals shall be subject to inspection and approval by the Ypsilanti Fire Department to insure compliance with the Michigan Fire Protection Code;
10. All Recreational Marihuana Safety Compliance facility must be registered with and licensed by the State Department of Licensing and Regulatory Affairs, as well as be permitted under Chapter 8 of the City Code of Ordinances;
11. The dispensing of recreational marihuana shall be prohibited.
12. There shall be no other accessory uses permitted within the same building, other than those clearly necessary for continued operation, such as offices, employee facilities, and storage.

To further amend Article V, Use Restrictions, Division 1: Specific Standards for Certain Uses, to ensure that the newly created sections are located in alphabetical order; sections in said Division are re-numbered, and that references to those sections are updated throughout the Chapter.

MADE, PASSED, AND ADOPTED BY THE YPSILANTI CITY COUNCIL THIS _____ DAY OF _____, 2020.

Andrew Hellenga, City Clerk

Attest

I do hereby confirm that the above Ordinance No. _____ was published in the Washtenaw Legal News on the ____ day of _____, 2020.

Andrew Hellenga, City Clerk

CERTIFICATE OF ADOPTING

I hereby certify that the foregoing is a true copy of the Ordinance passed at the regular meeting
of the City Council held on the ____ day of _____, 2020.

Andrew Hellenga, City Clerk

Notice Published: _____

First Reading: _____

Second Reading: _____

Published: _____

Effective Date: _____



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Joe Meyers
DATE: January 21, 2020
SUBJECT: Amended Fee Schedule

DESCRIPTION:
Amended Fee Schedule

SUMMARY:

In the preparation of the Recreational Marihuana Ordinance, staff needs to amend the fee schedule for 2019-2020. In doing so, some fees were missed or not properly updated in June and they have been placed on this amendment. The following updates are highlighted in the provided fee schedule:

Marihuana Location Letter – This is essentially a code compliance letter but more detailed as staff will need to do location searches based on the location of facilities.

Fine for parking without permit – the annual increase was not in the fee update.

Tax Roll Request – this is a new fee that was not in the fee schedule prior.

Right of Way Utility Permit – the fee was accidentally listed at 70 when it should have been 130.

Bulk Item Sticker - Fee was accidentally deleted in the June update.

Freon Removal Sticker - Fee was accidentally deleted in the June update.

Recreational Marihuana – New fee based on chapter 8 of the City Code.

RECOMMENDED ACTION: (Approval)

ATTACHMENTS: 2019-20 Amended Fee Schedule

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2020-019
January 21, 2020

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the attached fee schedule is adopted pursuant to the Ypsilanti City Code, and the following fees relating to various sections of the City Code and activities of the City are hereby established, and the various City Departments are authorized to charge and collect such fees effective January 22, 2019.

OFFERED BY: _____

SECONDED BY: _____

YES: NO: ABSENT: VOTE:

This resolution is adopted by the Council of the City of Ypsilanti and approved by the Mayor this 21 day of January 2020

#Resolution No. 2020-019



A RESOLUTION SETTING FEES

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI that the attached fee schedule is adopted pursuant to the Ypsilanti City Code, and the following fees relating to various sections of the City Code and activities of the City are hereby established, and the various City Departments are authorized to charge and collect such fees effective immediately.

City of Ypsilanti Amended Fee Schedule (FY 2019-2020) (Res. 2020 -)

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)	2019/20 Fee (\$)
		Notary Public Service - Signature and seal (per notarized document)	10	10
		Freedom of Information Act (FOIA) Requests	Actual cost; See FOIA Policy	Actual cost; See FOIA Policy
Assessor	22-35	Business License Application Fee	90	See Commercial Business Inspection
		Real Estate agent access to sketch program	0	0
		Copy of building sketch	0.50	0.50
		Plan Review	20% of permit cost as deposit +	20% of permit cost as deposit +
		Zoning review-accessory structures and fences	70	70
		Permits		
	18-3	Building Permit		
		First \$1,000 of construction value or less	60	60
		Each additional \$1,000 or fraction thereof	11	11
		Demolition Permit	60	60
		First \$1,000 of work contract or less	11	11
		Plumbing Permit (per inspection/service/unit/appliance)	60	60
		Electrical Permit (per inspection/service/panel/unit)	60	60
		Mechanical Permit (per inspection/service/system/unit/appliance)	60	60
		Sign Permit	100	100
	94-193	Outdoor Café, Restaurant, and Beer Garden Annual Fee	75	75
		All other permit (minimum fee)	60	60
	14-13	Chicken or Bee permit application	25	25
		Contractor's registration		
Building		Residential builders, alteration and maintenance	32	32
		Sign contractor license/registration	32	32
		Electrical contractor	32	32
		Plumbing contractor	15	15
		Mechanical contractor	15	15
	18-31(b)	Appeals to Building Board of Appeals per structure	County fees +52	County fees + 52
		Certificate of Occupancy (each unit or tenant)		
		Residential	50	50

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)	2019/20 Fee (\$)
	18-153	Certificate of Compliance Inspection Fees		
		Single Family* – Initial Inspection	150 per unit	150 per unit
		Single Family* – Recertification (2-year)	100 per unit	100 per unit
		Reinspections	55 per inspection	55 per inspection
		Multi-Family Building – Recertification (2-year)		
		20 or less units	75 per unit	75 per unit
		21 or more units	65 per unit	65 per unit
		Reinspection	55 per inspection	55 per inspection
		Multi-Family Complex – Recertification (2-year)	250 per building inspected plus 35 per unit	250 per building inspected plus 35 per unit
		Reinspection	55 per inspection	55 per inspection
		Townhouse/Condo – recertification (2-year)	70 per unit	70 per unit
		Reinspection	55 per unit	55 per unit
		Rooming House – recertification	120 per structure	120 per structure
		Reinspection	55 per inspection	55 per inspection
		No Show Fee - Multi family (per unit)		55 per inspection
		No Show Fee - 1 & 2 family (per unit)	85 per unit	85 per unit
		Late Payment Fees	Original fee plus 1/2 the original fee	Original fee plus 20% the original fee
		Lien Collection Fee	100	100
		Administrative Review Fee	50 per unit	50 per unit
		Search Warrants obtained for inspection	100 per unit	100 per unit
	18-153	Commercial/Residential Certificate of Occupancy		
		Business Occupancy Permit- Without Change of Use (initial)	75	
		Business Occupancy Permit- With Change of Use (initial)	150	
		Retail - Small (Under 2,500 SQ FT)		75
		Retail - Large (Over 2,500 SQ FT)		150
		Restaurant - Small (Under 2,500 SQ FT)		75
		Restaurant - Large (Over 2,500 SQ FT)		150
		Personal Service (barber, salon, tattoo, etc.)		100
		Medical - Small (Under 2,500 SQ FT)		75
		Medical - Large (Over 2,500 SQ FT)		150
		Medical - Large (per additional floor)		75
		Automotive (sales/repair/gas station)		175
		Assembly (hall, church, etc.)		150
		Industrial/Manufacturing/Warehousing - Small (Under 5,000 SQ FT)		250
		Industrial/Manufacturing/Warehousing - Large (Over 5,000 SQ FT)		350
		Vacant Buildings		
	18-190	Vacant Building Inspection Fee	75	150
		Escrow Account (Monthly)	300	300
		Vacant building - not "regularly occupied"	50	75
		New building/structure	50	50
		All other vacant buildings - including dangerous buildings	300	300
	42-69	Maintenance of exterior premises - City cleanup	50+*	50+*
		*Plus actual cost of hired contractor		
		General & Administrative		
		Zoning Map or Text copies; Copies of adopted plans	Actual cost; See FOIA Policy	Actual cost; See FOIA Policy
		Marihuana Location Letter		200

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)	2019/20 Fee (\$)
		Code Compliance Letter	100	100
		Zoning		
	122-303	Zoning Map amendment	1000	1500
		Zoning Text amendment	1000	1000
		Appeal of staff interpretation	250	500
		Specific interpretation	250	500
		Area Variance - SF Residential	200	500
		Area Variance - other use	450	1000
		All variance types: each variance requested beyond first on same site/application.	450	250
		Pre-development meeting (related to site plan)	75	75
Planning and Development		Administrative fee for site work started without issuance of applicable permit	50	50
		Site Plan Review	500+*	500+*
			*plus engineering review fees as	*plus engineering review fees as
		Site Plan review (additional revision review)	75	200
		Sketch Plan Review	100	100
		Site inspections by P&D Dept. staff after first compliance inspection	25	35
		Special Exception permit for fee in-lieu of providing off street parking (per space)	345/Per Space Annually	345/Per Space Annually

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)	2019/20 Fee (\$)
		Address Assignment	100/Per address or 500/per	100/Per address or 500/per
		Special Use permit	300	400
		Designation of Special Nonconforming Status	400	400
		Temporary Use-Concession Sale Review	50	50
		Garden on vacant residential lot	25	25
		Use of a public commercial area parking space during construction, see Special Events		
		Sidewalk Signs	25	See sign permit fee
	122-704	PUD Application *	1000+*	1500+*
			*plus 5/1,000 sf of new or redeveloped non-residential or \$5/unit of new or redeveloped residential construction and engineering review fees	*plus 5/1,000 sf of new or redeveloped non-residential or \$5/unit of new or redeveloped residential construction and engineering review fees
		PUD Application (Adaptive Re-Use)	550	550
	94-271	Alley/Street Closure (Application fee plus construction escrow)	750 fee + 1000 escrow	750 fee + 1000 escrow
	94-291	Alley/Street Vacation	1500	1500
	122-625	Lot split application	50	50
		Tax Abatement		
		Creation of a District (public notice, preparation for City Council)	200	1000
		Application Review and Recommendation	500	500
		Historic Preservation		
	54-81	Historic District work permit application fee	30+*	45+*
			*plus \$5 per \$3000 of labor and material	*plus \$5 per \$3000 of labor and material
		Administrative Fee for HDC work started without issuance of applicable permit	50	50
		Historic District work permit application fee, flat fee for paint-only application	35	10
	122-309	Engineering: Site Review Phase		
		Site Plan Review	500	500
		Site Plan Review-Beyond Initial Two	250	250
		Site Plan Review-Planned Unit Development-Adaptive Reuse PUD	500	500
		Site Plan Review-Planned Unit Development-Less Than 5 Acres	1000	1000
		Site Plan Review-Planned Unit Development-More Than 5 Acres	1800	1800
		Planned Unit Development Review-Beyond Initial Two	500	500
		Preapplication Meeting	200	200
	122-309	Engineering: Plan Review Phase		
		Construction Estimate Less Than \$50,000	4.5% - Minimum 500	6% - Minimum 500
		Construction Estimate Between \$50,000 - \$100,000	4% + Minimum 2,200	5% + Minimum 3,500

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)	2019/20 Fee (\$)
		Construction Estimate Between \$100,000 - \$500,000	2% - Minimum 4,000	3% - Minimum 6,000
		Construction Estimate More Than \$500,000	1.5% - Minimum 9,800	2.5% - Minimum 12,000
	122-309	Engineering: Construction Phase		
		Construction Estimate Less Than \$50,000	8.0% - Minimum 1,000 Construction	9.0% - Minimum 1,000 Construction
		Construction Estimate Between \$50,000 - \$100,000	4,000 + 7.0% of amount over 50,000	6,000 + 8.0% of amount over 50,000
		Construction Estimate Between \$100,000 - \$500,000	8,000 + 5.0% of amount over	11,500 + 6.0% of amount over
		Construction Estimate More Than \$500,000	28,000 + 4.0% of amount over	35,000 + 5.0% of amount over
		Notes: Engineering Site Plan and Engineering Plan Review fees are nonrefundable. Initial Engineering Site Plan Review Fee covers two reviews. Initial Engineering Plan Review Fee covers three reviews. Construction Escrow collected in excess of incurred costs will be refunded upon final acceptance of project. These fees are for the City Engineer only. Additional fees from other City Departments may apply.		
		City Charter	Actual cost; See FOIA Policy	Actual cost; See FOIA Policy
	6-31	Liquor License Fees		
		"A" Hotel	500	500
		"B" Hotel	500	500
		"C" Hotel	500	500
		"Tavern" beer and by the glass	500	500
		"SDD" package liquor	500	500
		"SDM" package beer and wine	500	500
		If more than one class of license held (Fee per class held)	25	25
		Transfer of ownership, including partner	500	500
		Transfer of location	300	300
Clerk		Addition of space	300	300
		Deletion of partner	300	300
		Addition of special permit, i.e entertainment, dancing or Sunday sales	315	315
		Wine Maker License	500	500
		Micro Brewer License	500	500
	6-43	Application for license to sell	500	500
	10-45	Additional fee for DDA location	110	110

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)	2019/20 Fee (\$)
		Entertainment & Misc. Fees		
	22-76	Bed and breakfast application fee	80	80
	22-80	Annual bed and breakfast, inn license fee	175	175
	22-117	Health club license application fee	80	80
	22-121	Annual health club fee	175	175
	22-178	Peddlers license application fee, investigation fee	100	100
	82-47	Secondhand dealer license application fee	100	100
	82-49	Issuance of annual 2nd hand dealer license	100	100
	22-182	House to house soliciting by established business, various fee (monthly rate)	80	80
		Mayor Officiating Wedding Ceremony	25	25
		Taxicab Fees-TO BE COLLECTED BY STATE		
		Voting Records		
		Qualified Voter File (disks), Printed Voter Listing, Polling location maps	Actual cost; See FOIA Policy	Actual cost; See FOIA Policy
		Traffic and Vehicle Fees		
	102-104 (a) (3)	Contractor service pass (ea)	33	33
	102-104 (a) (4)	Employee service pass (ea)	300	300
		annual renewal	300	300
	102-106 (a)	Fine for parking without permit	60	63
	102-105 (d)	Residential parking permit fee, first permit	33	33
		each additional permit	33	33
		renewal	17	17
		second resident visitor pass	17	17
		non-resident service vehicle pass	33	33
Treasurer		non-resident service vehicle pass renewal	17	17
		Non-resident visitor pass issued with first service vehicle pass	0	0
		replace lost visitor pass	33	33
		replace lost service vehicle pass	33	33
		replace lost residential pass	33	33
	102-106 (b&c)	Use of non-owned permit	100	100

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)			2019/20 Fee (\$)		
		Use of permit for commuter parking			100			100
	102-135 (d)	Parking permit fee for residents in C district						
		for 4 months			115			115
		for 1 year			300			300
	102-192	Civil Infraction - Pedestrian or other traffic on the median.			50			50
		Misc. Fees						
		Return check for NSF						
		first check			50			50
		second and subsequent NSF check from same person or entity within one year (per			60			60
		Downtown employee parking						
		for four months			115			115
		annual			300			300
		Tax Roll Request						60
		Online payment fees						
		Amount of payment due is between: \$2.00-\$66.00			2.00/payment			2.00/payment
		Payment amount that exceed \$67.00			3% of payment			3% of payment
		Building Regulations	1st	2nd	3rd	1st	2nd	3rd
	18-52	State construction code	50	100	200	50	100	200
	18-92	Property maintenance code	50	100	200, 225	50	100	200, 225
	18-115	Violations generally	50	100	200	50	100	200
	18-134 A&B	Allow occupancy without certificate of compliance	100	300	500	100	300	500
		Environment & Nuisance	1st	2nd	3rd	1st	2nd	3rd
	42-55	Property maintenance nuisance	50	100	200	50	100	200
	42-68	Litter (see 70-38)	50	100	200	50	100	200
	71-72	Specific Violations (raw building materials, junk waste, abandoned refrigerators)	50	100	200	50	100	200
	50-34	Fire Prevention Code (when designated as blight violation)	100, plus 25 after 10 business days	300, plus 25 after 10 business days	500, plus 25 after 10 business days	100, plus 25 after 10 business days	300, plus 25 after 10 business days	500, plus 25 after 10 business days
		Solid Waste	1st	2nd	3rd	1st	2nd	3rd
	86-32	Disposal arrangements	50	100	200, 225	50	100	200, 225
	86-33	Commercial properties	50, 75 after 10 business days	100, 125 after 10 business days	200, 225 after 10 business days	50, 75 after 10 business days	100, 125 after 10 business days	200, 225 after 10 business days
	86-34	Residential properties	50	100	200, 225	50	100	200, 225
	86-35	Multiple Dwellings	50	100	200, 225	50	100	200, 225
	86-54	Peak Times	50	100	200, 225	50	100	200, 225
		Snow Removal	1st	2nd	3rd	1st	2nd	3rd
	94-136	Snow removal from sidewalk adjacent to residential and commercial premises	15, 40 after 10 business days	50, 75 after 10 business days	200, 225 after 10 business days	15, 40 after 10 business days	50, 75 after 10 business days	200, 225 after 10 business days
	94-136	Snow removal from parking lot serving less than 10 dwelling units	15, 40 after 10 business days	50, 75 after 10 business days	200, 225 after 10 business days	15, 40 after 10 business days	50, 75 after 10 business days	200, 225 after 10 business days

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)			2019/20 Fee (\$)		
Administrative Hearings Bureau	94-136	Snow removal from parking lot serving 10 or more dwelling units	15, 40 after 10 business days	50, 75 after 10 business days	200, 225 after 10 business days	15, 40 after 10 business days	50, 75 after 10 business days	200, 225 after 10 business days
		Vegetation	1st violation	2nd violation	3rd violation	1st violation	2nd violation	3rd violation
	110-34	Trees and shrubs	50, 75 after 10 business days	100, 125 after 10 business days	200, 225 after 10 business days	50, 75 after 10 business days	100, 125 after 10 business days	200, 225 after 10 business days
	110-81	Grass and weed control	50, 75 after 10 business days	100, 125 after 10 business days	200, 225 after 10 business days	50, 75 after 10 business days	100, 125 after 10 business days	200, 225 after 10 business days
	110-85	Lien collection charge for cost of cutting weeds			50			
		Zoning Violations	1st violation	2nd violation	3rd violation	1st violation	2nd violation	3rd violation

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)			2019/20 Fee (\$)		
			50, 75 after 10 business days	100, 125 after 10 business days	200, 225 after 10 business days	50, 75 after 10 business days	100, 125 after 10 business days	200, 225 after 10 business days
	122-375	Zoning						
		AHB Ordinance Costs						
		Abatement costs	Actual cost plus fee			Actual cost plus fee		
		Prosecution Costs			75			75
		Building Costs			75			75

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)	2019/20 Fee (\$)
		Administrative Hearings Bureau (AHB) Costs	250	250
		Administrative Hearings Bureau Costs - Waiver	Waive \$50 in AHB Costs if paid within	Waive \$50 in AHB Costs if paid within
		State JSA (set by state statute)	10	10
		Continuance/Adjournment	50	50
		Default	50	50
		Show Cause	50	50

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)	2019/20 Fee (\$)
		Motion to Set Aside Default	50	50
		Street cut or curb cut - per opening	60	60
		Right of Way permit (sidewalk)	60	60

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)	2019/20 Fee (\$)
		Right of Way permit (utility)	70	130
		Penalty fee for failing to apply for Right of Way, excavation, curb cut permit or sidewalk replacement permit before work begins. Fee is in addition to permit fee.	60	60
Department of Public Services		Bond amount: Contractor shall furnish either a cash bond or a performance bond acceptable to the City of Ypsilanti and in compliance will all requirements of law that is to remain in effect for a period of not less than 18 months from work start date.		
		property line to back of curb	3000	3000
		property line to 1/2 pavement width	5000	5000
		property line to full pavement width	10,000	10,000
		each boring pit		250

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)	2019/20 Fee (\$)
	94-112	Moving building, license application fee (*Owner also responsible for materials used)	320+*	320+*
		Recycle bins - each	10	10
		Trash Stickers	2.50	2.50
		Bulk Item stickers	20.00	20.00
		Freon Removal stickers	35.00	35.00
	110-77	Manufactured Fertilizer Commercial Applicator	25	25
		Administrative Fees		
		Administration fee (monthly billings & special service invoices)	10% for annual amounts less than	10% for annual amounts less than
		Administration fee (monthly billings & special service invoices)	5% for annual amounts over \$25,000	5% for annual amounts over \$25,000
		Late fee for invoices		
		Over 30 days	2%	2%
		Over 60 days	Additional 2%	Additional 2%
		Removal of abandoned materials in City Right-of-Way (Barricades, Construction Signs, etc.)	50	50
		Daily Storage Fee per item for abandoned materials removed from City Right-of-Way (Barricades, Construction Signs, etc.)	5	5
		Facilities and Public Property		
	78-124	Fees for rental of Senior Citizens center, Parkridge Community Center and Rutherford		
		Senior Center (2 hr min.)	55/hr	55/hr
		Parkridge Community Center (2 hr. min.)	30/hr	30/hr
		Rutherford Pool		
		SINGLE ENTRY		
		Youth (ages 3-17)	3	3
		Adults (ages 18-54)	4	4
		Youth during Family Swim	2.25	2.25
		Seniors (ages 55 and above)	2.75	2.75
Facilities		SEASON PASSES		
		Individuals (12yrs and above)	110	110
		Seniors (ages 55 and above)	75	75
		Family (includes tot splash)	265	265
		PUNCH CARD PASSES (5 ENTRIES)		
		Youth (ages 3-7)	12	12
		Adult (ages 18-54)	16	16
		Seniors (ages 55 and above)	11	11
		TOT SPLASH	1.75/child	1.75/child

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)	2019/20 Fee (\$)
		(Free with family season pass)		
		Freighthouse Plaza		
		Damage deposit (refundable, due 14 days in advance)	200	200
		Fees for Rutherford Pool shall be determined by the Friends of Rutherford Pool based on cost of service, projected attendance and other cost factors. Fees shall be approved by the City Manager and posted on the City's website.		
		Senior Center, Parkview and Pool renters shall reimburse the City for actual costs of cleanup (including but not limited to Public Works employees) required if applicant fails to comply with cleanup agreement (employee costs shall be reimbursed at hourly rate +10% (non-profit events) or +15% (for-profit events))		
		Fees for the Freighthouse shall be determined by the Friends of the Ypsilanti Freighthouse based on the terms of the Operation and Management agreement.		
		Default: Any person in default for 30 days or more shall be ineligible for a park reservation, special event permit, noise permit, street closing permit or city facility rental for eighteen months		
	78-125	Park Reservation Fees		
		Gazebo Rental (Riverside Park)	100/first 2 hours,	150/first 2 hours
		Amphitheater Rental (Frog Island Park)	100/first 2 hours,	150/first 2 hours
		Pavilion Rental (resident)	55/first 2 hours,	75/first 2 hours
		Pavilion Rental (nonresident)	65/first 2 hours,	90/first 2 hours
		Each Additional Hour of Pavillion Rental		35 per hour
		Riverside Park Key (refundable deposit)	25	25
Parks		Water Utility Fee (refundable deposit)	25	25
		Security deposit for the Gazebo and Pavilions are merged into Class 1 and 2 application fees		
		Rental fees for Riverside and Frog Island park are merged into Class 3 and 4 permit application fees, and are subject to additional Capital Park Improvement and/or Administrative Fees for coordinating public park use, per day.		
		Special Event Applicant shall reimburse the City for actual costs of cleanup (including but not limited to Public Works employees) required if applicant fails to comply with cleanup agreement. [employee and equipment costs shall be reimbursed at hourly rate +10% (non-profit events) or +15% (for-profit events)]		
Fiscal Services		Reprint of W-2/1099-R, Copy of Payroll check stub (non-public)	Actual cost; See FOIA Policy	Actual cost; See FOIA Policy
	10-312	Permit for Film on Public Property	250	250
		Permit for Film on Private Property	100	100
		Deposit (if City Services are required)	3000	3000
Film Permit		Daily Public Property Use-per day	107	107

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)	2019/20 Fee (\$)
	10-312 /10-268	Parking Space Rental/per day	25 (meter and non-meter)	25 (meter and non-meter)

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)	2019/20 Fee (\$)
		Parking Officer	29	40
Special Events Parking		Special Events Parking Permit	10/day	12/day
		Parking Lot Rental (Class 1 and 2 Events)	250/day & up	350/day & up
		Parking Lot Rental (Class 3 and 4 Events)	350/day & up	500/day & up
		Notes: The City reserves the right to approve public parking lot rentals on a case by case basis as well as charge for parking during special events.		
		Labor Fees		
		Police Officer	53/hr	59/hr
		Police Sergeant	67/hr	74/hr
		Police Lieutenant	69/hr	76/hr
		Dispatcher	69/hr	76/hr
		Dispatch Supervisor	87/hr	96/hr

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)	2019/20 Fee (\$)
		Dispatch	35/hr	39/hr
		Firefighter	36/hr	40/hr
		Firefighter Officer	43/hr	48/hr
		DPS Operator ST	34/hr	38/hr
		DPS Operator OT	51/hr	57/hr
		DPS Operator DT	68/hr	75/hr
		DPS Supervisor ST	40/hr	44/hr
		DPS Supervisor OT	60/hr	66/hr
		DPS Supervisor DT	80/hr	88/hr
		Administrative Services		
		Parade Route	81	90/hr
		Traffic Control Plan	81	90/hr
		Walk/Run Route	81	90/hr
		Special Event Applicant shall reimburse the City for all actual costs incurred by the Ypsilanti Department of Public Works and Police Department related to the event as determined no later than 14 days prior to the event during pre-event meeting. (employee and equipment costs shall be reimbursed at hourly rate +10% (non-profit events) or +15% (for-profit events))		
		Equipment: Police & Fire		
		Mobile Command	11.44	13
		Police Cruiser	8.09	9
		Class 1 Engine	450	495
		Aerial Truck	650	715
		Support Vehicle	150	165
		Equipment: Department of Public Services		
		Custom Temp No Parking Signs Includes Date & Time (per bundle of 10)	25.00 per 10	35.00 per 10
		Barricades - small	4.00/Day	5.00/day
		Barricades - large (for street closures)	15.00/Day	17.00/day
		Traffic Cones 18" or 25"	2.00/Day	3.00/day
		Traffic Cones 42"	3.00/Day	4.00/day
		Road Signs	8.00/Day	9.00/day
		Car - Crown Vic	9.28/Hr	11.00/hr
		Arrowboard (V #2)	5.04/Hr	6.00/hr
		Snow Blower (V #3)	3.34/Hr	4.00/hr
		Stake Truck (V #131)	8.58/Hr	10.00/hr
		Pickup Truck (V #101)	8.48/Hr	10.00/hr
		Small Dump truck (V #104)	8.58/Hr	10.00/hr
		Large Dump truck-no plow (V #109 no plow)	42.84/Hr	48.00/hr

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)	2019/20 Fee (\$)
		Pickup Truck with Aerial Lift (V #122)	13.36/Hr	15.00/hr
		Trailer (V-117)	6.12/Hr	7.00/hr
		Weed Whip (V #423)	3.42/Hr	4.00/hr
		Mower (V 448)	23.33/Hr	26.00/hr
		Sweeper (V #142)	95.05/Hr	105.00/hr
		Loader (V #129)	62.86/Hr	70.00/hr
		Rear Packet Truck (V#603)	25.54/Hr	29.00/hr
		Bobcat (V#128)	46.06/Hr	51.00/hr
Special Events		Bobcat with Palled Fork (V# 128A)	51.05/Hr	57.00/hr
		Bobcat with Jackhammer (V# 128B)	55.90/Hr	62.00/hr
		Bobcat with Backhoe (V# 128C)	49.02/Hr	54.00/hr
		Bobcat with Stump Grinder (V#128D)	90.03/Hr	99.00/hr
		Bobcat with Snow Pusher Blade & One way Blade (V# 128E)	175.94/Hr	194.00/hr
		Bobcat with Auger bit 24" (V# 128F)	52.10/Hr	57.00/hr
		Bobcat with Tree Auger (V# 128G)	52.10/Hr	57.00/hr
		Bobcat with Grader (V# 128H)	57.85/Hr	64.00/hr
		Bobcat with Soil Conditioner (V# 128I)	59.56/Hr	66.00/hr
		Bobcat with Brush Hog (V# 128J)	58.50/Hr	64.00/hr
		Application and Permit Fees		
	10-268	Festival - Special Events use fees and Park Registration Fees (merged in 2009)		
		Special Events Application Fee (nonrefundable)	25	35
		Special Events Permit Fees (nonrefundable, due 14 days in advance)		
		Class 4a events (alcohol, more than 10,000 participants)	500/day	750/day
		Class 4 events (more than 10,000 participants)	400/day	600/day
		Class 3a events (alcohol)	300/day	600/day
		Class 3 events	200/day	400/day
		Class 2 events	65	200
		Class 1 events	55	100
		Local Street Closure Permit (per street) (per day)	200	200
		Major Street Closure Permit (per street) (per day)	350	1000
		Recurring Event Permit	See Special Events Policy	See Special Events Policy
		Wedding Permit	See Special Events Policy	See Special Events Policy
		Noise Permit	20	100
		Sign/Banner Permit	28	35
		Banner fees (non-refundable, due 30 days in advance, must receive approval from business district association)	Actual Cost (2 hours min.)	Actual Cost (2 hours min.)
		Event Security deposit (refundable, due 14 days in advance)		
		Class 4a events (alcohol, more than 10,000 participants)	6000	6000

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)	2019/20 Fee (\$)
		Class 4 events	5000	5000
		Class 3a events (alcohol, less than 10,000 participants)	2000	2000
		Class 3 events	1000	1000
		Class 2 events	500	500
		Class 1 events	100	100
		Surety bond in lieu of damage deposit (subject to City Attorney approval)	10,000	10,000
		Capital Park Improvement Fee		
		Class 1 events	0	
		Class 2 events	0	
		Class 3 Events	250/day	750/day
		Class 3a events	1000/day	1500/day
		Class 4 events	1000/day	1500/day
		Class 4a events	1000/day	1500/day
		Utility Fee-Electric		
		Class 4 events	100/Day	100/Day
		Class 3 events	100/Day	100/Day
		Class 2 events	25/Day	35/day

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)	2019/20 Fee (\$)
		Class 1 events	25/Day	35/day
		Utility Fee-Water		
		Class 4 events	50/Day	55/day
		Class 3 events	50/Day	55/day
		Class 2 events	15/Day	20/day
		Class 1 events	15/Day	20/day
	10-271	Vendors requiring hard wiring electricity (Licensed electrician required to complete permit application. Work must be inspected by City Bldg. Dept.)	No Hard Wiring	No Hard Wiring
		Trash and Clean Up		
		Applicant(s) shall reimburse the City for actual costs of cleanup (including but not limited to Public Works employees) required if applicant fails to comply with cleanup agreement.(employee costs shall be reimbursed at hourly rate +10% overhead)		
		Trash per cubic yard	30.00/cy	45.00/cy
		Site Restoration		
		Failure to restore site by 1:00 p.m. day following event	50/day	200/day
		City site restoration	\$150, plus labor and fringes	200, plus labor and fringes
		Medical Marijuana		
	22-205	Medical Marijuana Application	5000	5000
Marihuana	22-205	License Revocation Appeal	1100	1100
	22-205	Relocation Application	5000	5000
	22-205	Application Renewal	5000	5000
		Recreational Marihuana		
	8-4	Recreational Marihuana Application		5000
	8-4	Recreational Marihuana License Revocation Appeal		1100
	8-4	Application Renewal		5000
		Fire Prevention		
	50-34	Initial Certificate of Occupancy for Fire Safety Inspection		
		This fee is included is certificate of occupancy application and is paid to the building department	75	75
		First re-inspection	0	0
		Additional re-inspections or no-show.	50 per re-inspection	50 per re-inspection
Fire		Annual Fire Safety Inspection		
		Annual inspection (no fee if compliance is maintained since last year)	0	0

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)	2019/20 Fee (\$)
		Additional necessary annual re-inspection or no show	50	50
		Inspection in large facilities or requiring more than one hour	50/Hr.	50/hr
		Acceptance Tests		
		Sprinklers systems, fire alarms, fire pump...	50/Hr.	50/hr
		Plan Review		
		Occupancy calculation, fireworks, special venues, concerts...	50/Hr.	50/hr
		Fire Investigation		
		Origin and cause	50/Hr.	50/hr
	38-135	Fire Suppression		
		CLASS 1 ENGINE	450 with crew	450 with crew
		AERIAL TRUCK	650 with crew	650 with crew
		SUPPORT VEHICLE	150 with crew	150 with crew

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)			2019/20 Fee (\$)		
		FIRE FIGHTER			36			36
		FIRE OFFICER			43			43
		FIRE INSPECTOR			43			43
		EMS Standby (2 EMTs)			80 / Hour			80 / Hour
		Fire Standby Pyrotechnic (includes inspection)			250			250
		Fire Display (includes inspection)			250			250
		Fire inspection			75			75
	*	Fire re-inspection			50			50
		Fire Investigation (Additional Fee if over 10 hours)			500			500
		Fire permits			50			50
	38-40	False Alarms						
		First occurrence in a calendar year			Warning			Warning
		Second occurrence in a calendar year			200			200
		Third occurrence in a calendar year			400			400
		Fourth occurrence in a calendar year			600			600
		Each additional occurrence in calendar year			Add \$200 to previous fine			Add 200 to previous fine
	38-40	False Alarms						
		Police						
		First occurrence in calendar year			Warning			Warning
		Second occurrence in calendar year			100			100
		Third occurrence in calendar year			200			200
		Fourth occurrence in calendar year			300			300
Police		Each additional occurrence in calendar year			Add \$100 to previous fine			Add \$100 to previous fine
	38-78	Incidents Involving Persons Driving Under The Influence						
		OWI			155			155
		OWI with accident			205			205
		OWI with blood draw			230			230
		All reports			Actual cost; See FOIA Policy			Actual cost; See FOIA Policy
		Bicycle Registration Fees						
	102-34	Bicycle registration fee			5			5
	102-34	Bicycle registration fee - change of ownership			5			5
	102-34	Bicycle registration fee - loss of license plate			5			5
		Bike license			n/a			n/a
		Transfer of bike license			n/a			n/a
		Parking Fees						

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)			2019/20 Fee (\$)		
	102-61 (a)	Parking rates: per hour			0.75			0.75
	102-61 (b)	10 hour parking per hour			0.5			0.5
	102-62	Impound Vehicles:						
		Impound - private property			30			30
		Impound - police -tow-admin. fee			40			40
		Parking Violation Fees		After 14 days	After 28 days		After 14 days	After 28 days
	102-81 (a)	Parking violations - failure to admit responsibility	20.00	40.00	60.00	20.00	40.00	60.00
		additional notice violation fee	30.00	50.00	70.00	30.00	50.00	70.00
	102-82	Schedule of violation fees:						
		Blockading: alley, sidewalk, crosswalk, driveway, emergency exit, fire escape, traffic	42.58	62.58	82.58	43.00	63.00	83.00
		Blockading: traffic	47.58	67.58	87.58	48.00	68.00	88.00
		Display advertising	32.58	52.58	72.58	33.00	53.00	73.00
		Displaying cars "for sale" on City property	32.58	52.58	72.58	33.00	53.00	73.00
		Improper parking	32.58	52.58	72.58	33.00	53.00	73.00
		Parking alongside/opposite street excavation	32.58	52.58	72.58	33.00	53.00	73.00
		Parking for over 48 hours	32.58	52.58	72.58	33.00	53.00	73.00
		Parking in Fire lane	37.58	57.58	77.58	38.00	58.00	78.00
		Parking in emergency snow route	152.58	172.58	192.58	153.00	173.00	193.00
		Parking in handicapped zone	127.58	147.58	167.58	128.00	148.00	168.00
		Parking in prohibited zone, including bus stop, taxi stand and loading zone	32.58	52.58	72.58	33.00	53.00	73.00
		Parking left side to curb (except on one-way streets)	32.58	52.58	72.58	33.00	53.00	73.00
		Parking motor running, car unattended	32.58	52.58	72.58	33.00	53.00	73.00
		Parking not fully within metered space	32.58	52.58	72.58	33.00	53.00	73.00
Parking		Parking of inoperative vehicle	32.58	52.58	72.58	33.00	53.00	73.00
		Parking on a bridge	32.58	52.58	72.58	33.00	53.00	73.00

Dept./Div.	Ordinance Sec. No.	Type of Fee	2018/19 Fee (\$)			2019/20 Fee (\$)		
		Parking on front or side lawn	32.58	52.58	72.58	33.00	53.00	73.00
		Parking on margin	32.58	52.58	72.58	33.00	53.00	73.00
		Parking on private property	32.58	52.58	72.58	33.00	53.00	73.00
		Parking on street during maintenance hours (2 am to 6 am)	32.58	52.58	72.58	33.00	53.00	73.00
		Parking opposite a fire station curb	32.58	52.58	72.58	33.00	53.00	73.00
		Parking over 12" from curb	32.58	52.58	72.58	33.00	53.00	73.00
		Parking over legal limit:	27.58	47.58	67.58	28.00	48.00	68.00
		Parking to wash/polish/grease/repair vehicle	32.58	52.58	72.58	33.00	53.00	73.00
		Parking w/o permit / residential permit required	62.58	82.58	102.58	63.00	83.00	103.00
		Parking w/ expired meter:	17.58			18.00		
		By next business day	22.58	42.58	62.58	23.00	53.00	63.00
		Parking within 15 ft. of a fire hydrant	62.58	82.58	102.58	63.00	83.00	103.00
		Parking within 20 ft of a cross walk	32.58	52.58	72.58	33.00	53.00	73.00
		Parking within 200 ft of a crash scene	32.58	52.58	72.58	33.00	53.00	73.00
		Parking within 30 ft of stop sign	32.58	52.58	72.58	33.00	53.00	73.00
		Parking within 50 ft of R/R crossing	32.58	52.58	72.58	33.00	53.00	73.00
		Parking within 500 ft of a fire scene	32.58	52.58	72.58	33.00	53.00	73.00
		Parking: blocking fire hydrant	62.58	82.58	102.58	63.00	83.00	103.00
		Parking: double parking	32.58	52.58	72.58	33.00	53.00	73.00
		Parking: night parking in prohibited zone	32.58	52.58	72.58	33.00	53.00	73.00
		Safety zone and curb	32.58	52.58	72.58	33.00	53.00	73.00
		Selling merchandise from vehicle	62.58	82.58	102.58	63.00	83.00	103.00
		Unauthorized parking on city property	32.58	52.58	72.58	33.00	53.00	73.00
		Audio/Visual						
		Photographs, Audio, Video	Actual cost; See FOIA Policy			Actual cost; See FOIA Policy		
		Misc. Police Fees						
Police		Public vehicle license	30			30		
		Replacement of valid public vehicle license	30			30		
		Gold and silver registration (approval)	55			55		
		Gold and silver registration (if denied)	35			35		
		Preliminary Blood Testing (court ordered)	20			20		
		Fingerprinting (court ordered and liquor control only)	No Charge			No Charge		
		Fingerprinting (Live scan)	65			65		
		Fingerprinting (Ink prints)	20/card			20/card		
		Gun purchase (first card)	0 (State law)			0 (State law)		
		Processing bond money for other departments	10 (State law)			10 (State law)		
	24 hour Liquor License	n/a			n/a			
City Manager	102-255	Truck Route Special or Emergency Exception Permit	150			150		



City of Ypsilanti

Community & Economic Development Department

Memo

To: Mayor and City Council
From: Christopher Jacobs, Community Development Manager
Date: January 21, 2020
Subject: Public Participation Changes

As the economy picks up and more development proposals are reviewed, the lack of a local newspaper is being keenly felt. It has become apparent that the City needs to perform more outreach generally, and specifically when a change is proposed or made. The following public participation policy provides methods and best practices for effectively engaging the public. These best practices and adoption of a public participation plan are requirements for the Michigan Economic Development Corporation (MEDC) Redevelopment Ready Communities Program. Currently, due to staff and funding constraints, the City generally does slightly more than the minimum required by law; however, the law primarily requires proactive communications. In this memo, we will discuss routine vs special noticing, what the legal minimum is, what improvements could be made, the pros and cons of the various mechanisms available to us, and go into some depth on both new and existing mechanisms and how they work.

Routine Notification and Engagement

Routine notification happens when something is proposed, often by a private entity, and the authority to make a determination on that proposal is held by City Council or a Board or Commission. These determinations are made based upon criteria that are set forth in the ordinance and, in many cases, state law and case law. The deciding or recommending body may have discretion to make a determination based on the adopted policies and goals of the City and the anticipated effect of the proposal upon the community's health, safety, and welfare, they may have to make the decision based on precise criteria spelled out in the ordinance, or, most frequently, some combination of the two.

Routine noticing may also take place when there is a change in scheduling, such as when a meeting of a board or commission or City Council is cancelled, rescheduled, or a special meeting is called. In some cases, such as a site plan application, this is a true notification, not a call for engagement, due to the legal requirements inherent. In others, such as right-of-way requests, variance requests, planned unit developments, and special uses, the public is invited to give feedback and provide information on the expected effects of the specific proposal.

Special Notification and Engagement

Special notification is generally done in the course of setting or changing policy that guides the above decisions. Generally this is done as part of the creation of the master plan or a sub-plan, such as the parks & recreation or non-motorized transportation plan. This can also be done

during the development of specific policies, such as those for liquor license applications, tax incentive applications and revocations, property disposition policies, or any other policy which is intended to guide decisions in many instances and for several years. As these policy proposals and changes can affect the community very broadly and significantly, this type of notification-and engagement- is rarer, but should be more exhaustive.

Special noticing work has two sides: what is provided to the public, and what is expected from the public. The public participation policy adopted by the City as part of the Redevelopment Ready certification work, paraphrased, states that the City should provide the following as part of the foundation for engagement:

- Clear understanding of the scope
- Full range of objective information about the issue
- Clear understanding of the criteria by which the issue will be evaluated
- Balanced alternatives that include stakeholder issues and concerns
- Clear comparison of alternatives

As a follow-up to the process, the City should also be transparent with who made the policy decision, why the decision was made, and how stakeholder issues were considered.

The specific methods of engagement can, and should, be made on a case-by-case basis depending upon the policy change being sought. Minimum standards are often set by state law or our ordinance for certain types of policies, but a committee could be formed to examine these and recommend improvements.

Border Cases

There are some types of government action that require a combination of special and routine engagement. Annual Council goal-setting, for example, is performed annually and guides the development of the year's budget. This requires routine noticing, in that it is a specific action performed every year; it also requires special noticing, in that it affects the implementation of the City's goals via budget expenditures. The biennial budget process is another that requires both routine and special engagement due to both its regularity and its long reach. The Capital Improvements Plan is effectively a part of the budget that is updated annually, but it also serves to capture many implementation steps of adopted plans and policies.

Attached is a comprehensive policy and matrix showing current methods of engagement and recommended methods of engagement for both special and routine instances, as well as brief descriptions of the recommended changes. By adopting this public participation plan we hope to improve resident engagement in the decision making process and discover better outcomes collaboratively. Staff and Council both recognize that the way we communicate is evolving and requires a great deal of investment in best practices



Public Participation Plan

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1. Purpose, Goals and Objectives
2. Legally required noticing (from Zoning Ordinance)
3. Methods of Communication
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6. Conclusion

1. Purpose, Goals, and Objectives (Community Engagement Statement)

As the economy picks up and more development proposals are reviewed, the lack of a local newspaper is being keenly felt. City Council and staff recognize the need to communicate effectively and engage residents in the decision making process. The City of Ypsilanti strives to prioritize public participation in planning and development processes to meet the following goals:

- The participants in public participation activities reflect the diversity of the City of Ypsilanti. Seek broad identification and representative involvement of all residents of the community. The diverse characteristics and needs of residents require different communication and outreach techniques.
- All public participation activities are conducted in open manner with equal access for all interested persons.
- Those most affected by a proposed planning, land use, or development project are invited and able to share their views and knowledge with decision makers.
- Seek out public participation in each phase of the master planning process.
- Information shall be made available in a timely and accessible manner to enable citizens to be involved in important decisions at various stages of the process.
- The results of public participation activities are communicated to decision makers and the public in a timely and accessible manner.
- Effectively use all forms of communication for distributing information and receiving comments and feedback.
- Support and encourage continuous improvement in the methods used to meet the public need for information and involvement. Public information and involvement methods are continually evolving. The City is committed to seek new and innovative ways to engage and keep the public involved throughout the process.
- Facilitate community participation meetings as a condition of significant public support for development in the form of subsidies, tax abatements, below-market priced land, or other enhanced public resources.
- Grow the ways the City connects and interacts with stakeholders digitally through social media, the website, and Newsflash notification system.
- The City will seek to update this public participation plan every three years to include new best practices as the way we communicate evolves.
- Staff will track the success of each method and public engagement process using qualitative and quantitative metrics and provide that information to Council.

2. Legally required

Our most basic responsibility is to meet the legally required noticing for certain decisions up for consideration by City Council, Planning Commission, or Zoning Board of Appeals. A number of laws dictate specific requirements for noticing, including:

- Home Rule City Act (1909)
- City Charter
- City Code of Ordinances
- The Michigan Open Meetings Act (PA 267 of 1976)
- The Michigan Planning Enabling Act (PA 33 of 2008)
- Brownfield Redevelopment Financing Act (PA 381 of 1996)
- Downtown Development Authority Act (PA 197 of 1975)
- The Personal Property Exemption Act (PA 328 of 1998)
- The Corridor Improvement Act (PA 280 of 2005)
- The Land Division Act (PA 288 of 1967)
- The Local Historic Districts Act (PA 169 of 1970)
- Other relevant local and state legislation

Generally, per the City Charter, the zoning ordinance, and other local ordinances, we currently follow the following process.

Zoning (122-323, 122-361, 122-397, 122-705)

For zoning amendments or zoning issues that involve eleven or more properties, such as a text amendment or large rezoning:

- A notice is placed in the paper of record (*Washtenaw Legal News* as of 5/2019) 15 days prior to the first meeting at which the item is discussed.
- If the issue goes to Council, then a notice is placed in the paper of record 10 days prior to the first Council meeting at which the item is discussed.
- If the item is an ordinance (rezonings, text amendments, PUDs), if it has been adopted by Council, a notice is placed on the City website and in the newspaper of record announcing its adoption.

For zoning amendments or other zoning issues that involve one to ten properties, such as a variance, special use permit, or small rezoning:

- Those who own or reside in property within 300' of the involved property are sent a mailed notice at least 15 days prior to the first meeting at which the item is discussed, a notice is placed in the paper of record, notices are mailed to utilities, newspapers, and other registered agencies; and notices are placed in the City Hall mailboxes of Councilmembers and Department Heads.
- If the zoning issue goes to Council, then the same process is followed prior to the first Council meeting at which the item is discussed.
- If the item is an ordinance (rezonings, text amendments, PUDs), if it has been adopted by Council, a notice is placed on the website and in the newspaper of record announcing its adoption.

Alley and Street closures or vacations (94-272, 94-352)

- Those who own or reside in property within 300' of the street or alley are mailed a notice at least 15 days prior to the first meeting at which the item is discussed, a notice is placed in the paper of record, notices are mailed to utilities, newspapers, and other registered agencies; and notices are placed in the City Hall mailboxes of Councilmembers and Department Heads.
- When the issue goes to Council, it is noticed as an ordinance; a notice is placed in the newspaper of record, and mailed to utilities, newspapers, and other registered agencies; and notices are placed in the City Hall mailboxes of Councilmembers and Department Heads.

For Master Plan, Parks Plan, and other plans, there are generally several Council public hearings, several Planning Commission &/or Parks & Recreation Commission public hearings, and many public input sessions and stakeholder sessions, all of which may be advertised in many different ways. At a legal minimum, a notice is placed in the newspaper of record and sent to neighboring jurisdictions. Practice has been more extensive, including public input sessions advertised in many different ways, stakeholder sessions, public surveys, social media posts, and press releases/media coverage.

3. Methods of communication

The City of Ypsilanti utilizes both tangible and digital methods of communication in order to effectively engage the public in the planning and development process. These methods consider staff capacity, cost, and scope when deciding which methods are best for which notifications.

Tangible Communication

- **Newspaper Notice:** Only those notices legally requiring publication are published. Staff strongly recommends switching to *Ann Arbor News* which is more widely available and known to the public than the current *Washtenaw Legal News*, however, this costs significantly more. This may take place at the Council organizational meeting immediately after elections.
- **Mailbox notice:** The same notices that are mailed are placed in staff & CM mailboxes.
- **Mailing – chairs:** Related commission chairs are mailed a copy of a required public notice.
- **Mailing – letter:** These mailings are legally prescribed, sent in envelopes via first-class mail. Prior to 2018, these were sent trifolded, which caused issues with delivery. Mid 2018, staff shifted to envelopes, which appears to have a higher delivery rate. These are sent when public input is legally able to be directly considered, such as special uses, Planned Unit Developments, rezonings, etc.
- **Mailing – postcards:** For non-legally-required development proposals, such as a site plan reviewed by PC, or a site plan for new construction after approval by staff. This would be a notification, not so much an invitation; approvals are per the ordinance and public comment generally cannot be considered. *(proposed)*
- **Site Signage:** Required for applications reviewed by Planning Commission or Zoning Board of Appeals or HDC when public hearing is required. Staff will provide signage template to be placed by applicant. Required for Applications reviewed by Council with PC recommendation. Required for commercial incentive applications to Council. *(proposed)*
- **Neighborhood meeting:** Required for non-multifamily commercial special use and rezoning applications, applications reviewed by Council with PC recommendation, and commercial incentive applications to Council. These applicants are required to hold a neighborhood meeting and provide 300' notices, CMs, etc; provided by staff prior to the public hearing. *(proposed)*

Digital Communication

The City of Ypsilanti increasingly relies upon digital platforms to communicate with stakeholders. Considerable staff time goes into stakeholder analysis identifying those impacted, affected, and interested, including traditionally underrepresented groups. Our digital presence is one of the few ways to truly engage in conversations with the public beyond route noticing and emphasis should be placed in its special noticing value.

- **Website newsflash:** When a newsflash is posted, an email/text is also sent to subscribers to that “interest” (newsflashes, planning, etc). We wish to grow this outreach through a “Keep up with Ypsi Notices” flyer that can be distributed in public places or events and digitally through our social media channels. This Newsflash is a key component of providing current and relevant notices without saturating our digital medium channels.
- **Agenda posting:** Subscribers to the website newsflash receive an email/text when an agenda is posted if they indicate an interest in that area.
- **Emailing Commission members:** Staff currently emails commission members regarding meeting cancellations. Staff will also email about applications received.
- **Facebook (Ypsi.Michigan):** When a newsflash is posted, a post is created on Facebook with a link back to the website. Growth in our following through targeted cross promotion, social media campaigns, and boosted posts could help us connect with additional stakeholders in a cost effective way. This digital medium is particularly useful in special noticing to engage stakeholders in the planning process. Often these digital mediums are the best way to connect people to real world events such as community workshops, charrettes, walking tours, and town hall meetings.
- **Nextdoor:** Staff will duplicate the Facebook posting to Nextdoor, a social media platform specifically geared for neighborhood communities. This could help us focus our target audience messaging and reach additional residents digitally. Over 1700 residents currently participate in Next Door. *(proposed)*
- **Youtube:** Staff will create a YouTube channel for special notices to ensure that all affected groups are informed about as well as invited and able to participate. Examples include a master planning process, proposed zoning changes beyond an individual property rezoning, town halls for major planning decisions such as parking strategy or Amtrak Train developments, and large-scale private development projects. *(proposed)*
- **Twitter:** Staff could manage a Twitter presence for time sensitive alerts like road closures, special meeting notices, office closures, meeting cancellations, and other routine communications. Linking our digital platforms such as Facebook, Nextdoor, Youtube, and Twitter would help us grow our social media following. *(proposed)*

4. Types of Communication

Opportunities for Public Participation

The Planning and Development Department separates public participation opportunities into two categories: routine and special. Routine processes occur on a weekly, monthly or annual basis as part of the standard business of official meetings and development reviews, but have a limited impact. Special processes occur at infrequent intervals and have the potential to impact a substantial portion of the community or the City as a whole.

Routine Public Participation Opportunities

Routine public participation opportunities include all meetings of the Planning Commission, Zoning Board of Appeals, and Historic District Commission, as well as any City Council meeting where a development review is on the agenda.

The Community Development Department tracks and shares public input for these instances with the elected or appointed body deciding the matter. If the deciding body requests additional public input, the Community Development Department will gather input and use special noticing methods for focus group meetings, walking tours in the neighborhood affected, or town hall meetings.

Development reviews requiring notice by state law- rezonings, special land uses, and variances – are included in this category. Annual required activities for the Planning Commission, Zoning Board of Appeals and Historic District Commission, such as the Planning Commissions yearly work plan, are routine public participation opportunities.

Routine noticing may also take place when there is a change in scheduling, such as when a meeting of a board or commission or City Council is cancelled, rescheduled, or a special meeting is called. In some cases, such as a site plan application, this is a true notification, not a call for engagement, due to the legal requirements inherent. In others, such as right-of-way requests, variance requests, planned unit developments, and special uses, the public is invited to give feedback and provide information on the expected effects of the specific proposal. Routine noticing may take place when:

- A variance is requested
- A site plan is submitted (for new construction, expansion, or change of use)
- A Special Use is proposed
- A right-of-way is requested to be closed or vacated
- A zoning ordinance change is requested
- A tax incentive is applied for
- A new liquor license is applied for
- Applications reviewed by PC, discretionary (special use permit, nonconformities)
- Applications reviewed by ZBA (variances, appeals)
- Applications reviewed by HDC when public hearing required (demolition)
- Applications reviewed by Council with PC recommendations (PUD, rezonings, ROW closures/vacations)
- Commercial incentive applications to Council (redevelopment liquor license, OPRA, IFT, PILOT, BF)
- Applications reviewed by PC, non-discretionary (site plans)
- Packet postings
- Special meetings
- Meeting cancellations

Reactive Public Notification and/or Participation Methods

Currently do	Change to existing proposed	New proposal
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	Physical								Digital					
	Newspaper Notice	Mailbox notice (department heads, Council)	Mailing – 300'	Mailing – related committee chairs	Mailing – 300' (postcard)	Site Signage (placed by applicant)	Posting of agenda in City Hall entryway	Neighborhood meeting	Website newflash (with email push)	Facebook	Nextdoor	Emailing - related commission	Youtube	Twitter
Applications reviewed by PC, non-discretionary														
Packet postings									Subject area					
Special meetings														
Meeting cancellations														
Applications reviewed by PC, discretionary														
Applications reviewed by ZBA								Variances only						
Applications reviewed by HDC when public hearing required														
Applications reviewed by Council with PC recommendation														
Commercial incentive applications to Council														

Special Process Public Participation Opportunities

Projects with the potential to impact a substantial part or the entire City will have a tailored public participation policy to ensure that all affected groups are informed and invited to participate. Examples include the master plan or its update; a sub-plan, such as the parks and recreation or non-motorized transportation plan; council goal setting; capital improvements plan; and large-scale development projects.

This can also be done during the development of specific policies, such as those for liquor license applications, tax incentive applications, and revocations, property disposition policies, or any other policy intended to guide decisions in many instances and for several years. As these policy proposals and changes can affect the community very broadly and significantly, this type of notification-and engagement- is rare, but should be extensive.

Each special public participation effort will have the following:

- Stakeholder analysis identifying those impacted, affected, and interested, including traditionally underrepresented groups.
- Selection of the best techniques to meet our promise to the public for each stakeholder group.
- A variety of locations and times for meetings where stakeholder groups are comfortable and able to attend. Times and locations may vary for each stakeholder group.
- Both traditional, expected “public meeting”-style engagement opportunities and more accessible off-site, asynchronous opportunities, such as surveys or installations.

Special public participation opportunities should engage stakeholders in order to convey the following information:

- Clear understanding of the scope
- Full range of objective information about the topic
- Clear understanding of the criteria by which Council will evaluate the topic
- Balanced alternatives that include stakeholder issues and concerns
- Clear comparison of alternatives

And further, the City should ensure that:

- Everyone in the community is invited and able to participate in an accessible, meaningful way.
- The participants in public participation activities reflect the diversity of the City of Ypsilanti. This requires monitoring of the process, and in the event that a group is under-represented their input is specifically sought out.
- All public participation activities are conducted in an open manner, with equal access for all interested persons. This includes scheduling locations and times for meetings where stakeholder groups are comfortable and able to attend. Times and locations may vary for each stakeholder group. For instance, if traditional “9 to 5” workers are under-represented, an effort may be made to schedule meetings on the weekends or after 5pm; if households with children are under-represented, then meetings with childcare may be offered.
- Those most affected are invited and able to share their views and knowledge with decision-makers. In the case of a topical sub-plan, such as the non-motorized plan, people who use bicycles, walk, or use mobility assistive devices should be specifically involved.
- Information shall be made available in a timely and accessible manner, to enable citizens to be involved in important decisions at various stages of the process.
- Time and resources must be dedicated to maintain and improve vehicles of communication, such as electronic communications, social media, mailed notices and invitations, traditional media outreach and involvement, and in-person attendance at neighborhood meetings. Community engagement takes a significant amount of time and effort, both by the community and by those who perform the outreach.

As a follow-up to the process, the City should also be transparent with who made the policy decision, why the decision was made, and how stakeholder issues were considered. The specific methods of engagement can, and should, be made on a case-by-case basis depending upon the policy change being sought.

5. Community Benefits Ordinance Participation Procedure

A Community Benefits Agreement is required between the City of Ypsilanti and a developer prior to Ypsilanti City Council’s final approval of Public Support. City Council may grant preliminary approval of public support subject to the execution of a Community Benefits Agreement. Public support means a financial incentive of \$50,000 or more or the sale or lease of City or publicly-owned land for a price of at least \$10,000 below market value, as determined by the City Assessor. Section. 30-527 of the Community Benefits Ordinance lays out the following procedure required for the development of Community Benefits Agreements for all Projects:

- The Department shall coordinate with the developer and interested Councilmembers to call and hold a community participation meeting, which shall be chaired by an interested Councilmember. The purpose of this meeting shall be to inform the community about the project and to allow the community to discuss potential community benefits. Particularly, the scope of the request for public support, the information discussed in Section 30-526 of this Division, and the provisions and procedures of this Article shall be shared with the Community.

- There shall be time at this meeting for those present to ask questions, discuss and identify among themselves potential community benefits, and recommend resident members for the ad-hoc committee discussed in Section 30-527(B) of this Division. Applications for appointment shall be made available for resident members of the ad-hoc committee discussed in Section 30-527(B) of this Division.
- The developer shall be present at this meeting to present information and answer questions. Notice of this meeting shall be provided as required by this Division no less than 30 days in advance. This meeting shall be subject to the Open Meetings Act and its records subject to the Freedom of Information Act. If this meeting is held on a weekday, it shall not begin prior to 6 p.m.

After the committee described in Section 30-527(B) of this Division is established, it shall meet at least twice within 60 days. The purpose of these meetings is to identify community benefits mutually agreed upon with the developer and make a recommendation to City Council. Within these 60 days, the committee shall provide a recommended Community Benefits Agreement for consideration by City Council. The developer may produce and deliver a response for consideration by City Council within 15 days of the issuance of the recommendation.

Upon the request of the committee or the developer, respectively, City Council may grant an extension to the deadlines described herein. The City Manager, in his or her sole discretion, may direct employees and departments of the City to review and report to the committee concerning specific aspects of a proposed Community Benefits Agreement. Likewise, the City Manager, in his or her sole discretion, may direct employees and departments of the City to review a recommended Community Benefits Agreement issued by the committee and report to City Council. Notice for meetings of the committee shall be provided as required by this Division no less than seven days in advance.

Sec. 30-528. After the procedures discussed in this Division, City Council shall hold a public hearing regarding the proposed Community Benefits Agreement no less than 15 days prior to its consideration by City Council.

Sec. 30-529. Notice of all meetings discussed in this Division shall be published according to Section 11.13 of the City Charter. In addition, such notice shall be sent by mail or personal delivery to all Registered Groups; the Developer; to all persons to whom real property is assessed within 300 feet of the property boundary of where the Project is located; and to the occupants of all structures within 300 feet of where the Project is located. If the name of an occupant is not known, the term "occupant" may be used in making notification. Notification need not be given to more than one occupant of a structure, except that if a structure contains more than one dwelling unit or spatial area owned or leased by different individuals, partnerships, businesses, or organizations, one occupant of each unit or special area shall receive notice. Such notice shall include the following:

- Description of the nature of the meeting. This description shall include a brief summary of the project and the public support requested, the relevant requirements and procedures of this Article, and the purpose for which the particular meeting is being held.
- A legal description or address of the property which the project is located.
- Statement of when and where the meeting will be held.
- Statement of when and where comments will be received.

6. Conclusion

The City of Ypsilanti is committed to the regular assessment of how well we identify stakeholders and engage them, not only during the master planning process, but on a continual basis. A public participation strategy is essential to formalize those efforts and outline how the public will be engaged throughout planning and development processes. Public participation is the process by which a community consults with interested or affected stakeholders before making a decision. It is two-way communication and collaborative problem solving with the objective of being intentionally inclusive, and the goal of achieving better and more acceptable decisions. Public participation aims to prevent or minimize disputes by creating a process for resolving issues before they become an obstacle. The best plans and proposals have the support of many stakeholders from businesses, residents, community groups and elected and appointed community officials. Public engagement should be more frequent and interactive than only soliciting input during the master plan update and public hearings.

Citizen Advisory Boards and Commissions Participation Resume

The people of Ypsilanti are involved in their City government and are an important part of the community's achievements. Individuals interested in receiving more information in regards to serving on an advisory board or commission are invited to contact the City Clerk's Office at 734-483-1100. Alternatively, citizens who would like to participate can submit their information in the form below.

Qualifications

Must be a resident/business owner in the city for at least two years. Or Council must determine your expertise is essential and not available in an applicant that meets the qualifications above. Must be eligible to vote in the state if not applying for youth membership.

Name	Brian Jones-Chance
Email Address	
Address	
City	Ypsilanti
State	MI
Zip Code	48197
Phone Number	
Fax Number	Field not completed.
Number of Years in the Community	26
Ward You Live In	1
Education	Ypsilanti High School, Western Michigan University
Occupation	Real Estate Broker, Brewery Owner
Employer	Jones Chance & Co., 734 Brewing Company, Inc.
Are you applying for youth membership?	No
Are you registered to vote in the City of Ypsilanti?	Yes

I would like to be considered and could devote sufficient time to serve on the following board or commission:

Ypsilanti Downtown Development Authority

Party Affiliation

Field not completed.

Field not completed.

Why are you interested in serving on these boards/commissions?

I think that my background in both commercial and residential real estate would be useful. I own businesses in both Depot Town and Downtown, which may provide a balanced viewpoint. As someone whose family has called Ypsilanti home for 6 generations now, I would hope to add a deeply local voice to the DDA.

Work/volunteer experience related to the board or commission:

Commercial real estate brokerage. Business ownership in Depot Town and Downtown. Past recipient of DDA grants.

I understand that appointment to a City of Ypsilanti board or commission requires regular attendance at board meetings.

Yes

I hereby certify that all of the information above is true.

Yes

Email not displaying correctly? [View it in your browser.](#)

Citizen Advisory Boards and Commissions Participation Resume

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Qualifications

Must be a resident/business owner in the city for at least two years. Or Council must determine your expertise is essential and not available in an applicant that meets the qualifications above. Must be eligible to vote in the state if not applying for youth membership.

Name	Michael Borsellino
Email Address	
Address	
City	Ypsilanti
State	MI
Zip Code	48197
Phone Number	
Fax Number	Field not completed.
Number of Years in the Community	2
Ward You Live In	Field not completed.
Education	MCRP, City and Regional Planning, Rutgers University, BA, Geography and Economics, Rutgers University
Occupation	PhD Candidate, Urban and Regional Planning
Employer	University of Michigan
Are you applying for youth membership?	No

Are you registered to vote
in the City of Ypsilanti?

Yes

I would like to be
considered and could
devote sufficient time to
serve on the following
board or commission:

Planning Commission, Zoning Board of Appeals

Party Affiliation

Field not completed.

Field not completed.

Why are you interested in
serving on these
boards/commissions?

I see working with the planning board and/or the ZBA as a way
to participate and engage with the community in a way that
operationalizes my expertise as a planning degree holder.

Work/volunteer
experience related to the
board or commission:

Planning research and teaching experience

I understand that
appointment to a City of
Ypsilanti board or
commission requires
regular attendance at
board meetings.

Yes

I hereby certify that all of
the information above is
true.

Yes

Email not displaying correctly? [View it in your browser.](#)



Resolution No. 2019-014
November 13, 2019

**RESOLVED BY THE HUMAN RELATIONS COMMISSION OF THE
CITY OF YPSILANTI:**

THAT the Human Relations Commission will forward suggestions for new nominating procedures to the Mayor and City Council for consideration.

OFFERED BY: Commissioner Choudhuri

SUPPORTED BY: Commissioner Hunter

YES: 7 NO: 0 ABSENT: 1 (Hicks) VOTE: Carried

I do hereby certify that the above resolution is a true and correct copy of Resolution 2019-014 as passed by the Ypsilanti Human Relations Commission, at their meeting held on November 13, 2019.

Sarah Stachnik, Deputy City Clerk

9.01. Conflicts of interest; Board of Ethics.

(a) Conflicts of Interest. The use of public office for private gain is prohibited. The City Council shall implement this prohibition by ordinance. Regulations to this end shall include but not be limited to: acting in an official capacity on matters in which the official has a private financial interest clearly separate from that of the general public; the acceptance of gifts and other things of value; acting in a private capacity on matters dealt with as a public official; the use of confidential information; and appearances by the City official before other City agencies on behalf of private interests. This ordinance shall provide for reasonable public disclosure of finances by officials with major decision-making authority over monetary expenditures and contractual matters and, insofar as permissible under State law, shall provide for fines and imprisonment for violations.

(b) Standards of Conduct. The City Council shall, within six months of the effective date of this Charter, adopt ordinances which will put into effect the ethical standards of conduct described in the Preamble of this Charter and described in (a) Conflicts of Interest.

(c) Board of Ethics. The City Council shall, within six months of the effective date of this Charter, establish an independent Board of Ethics to administer and enforce the standards of conduct ordinances adopted under Subsection (b) above. The Board shall consist of five distinguished citizens ~~nominated by the Mayor and approved by the Council~~ and appointed according to Article IX Section 9.03 of this Charter. The ordinance creating the Board shall provide for one term of five years staggered so that one term expires each year. No member of the Board may hold elective or appointed office under the City or any other government, and no more than three members of the Board may be members of the same political party. The ordinance shall authorize the Board to issue advisory opinions, conduct investigations on its own initiative and on referral or complaint, and refer cases for prosecution. The City Council shall appropriate sufficient funds to the Board of Ethics to enable it to perform the duties assigned to it and designate a staff person to assist the Board. The Board shall be entitled to advice from the City Attorney when it shall request such advice and may seek advice elsewhere whenever it resolves to do so. The Board shall file an annual report at the conclusion of each calendar year with the City Clerk including recommendations for changes in ordinances to increase the effectiveness of the Board. State law references: Conflicts of interest as contracts, MCL 15.321 et seq.; standards of conduct and ethics, MCL 15.341 et seq.

9.03. Boards.

The Council may create, by ordinance, boards and commissions which the Council deems necessary or of benefit to the City of Ypsilanti and provide for their duties and functions subject to law. The boards and commissions shall not administer any activity, department, or agency of the City government unless specifically required to do so by State statute, but shall serve solely in an advisory capacity or in the capacity of a quasi-judicial appeal board.

All members of the City boards and commissions established under this Charter, by statute or otherwise, ~~shall be appointed by the Mayor, subject to the approval and confirmation by a majority vote of the City Council~~ may be nominated for office by the Mayor, any member of City Council, or any resident in the City of Ypsilanti; youth members may be nominated by residents under voting age. The Council may establish a method for accepting nominations online, which may require multiple nominators, and shall not alter any other nominating procedure. The

Council shall vote on all nominees. All members of City boards and commissions shall be appointed by a majority vote of City Council.

Council Members may be appointed by the Council to serve on a board or commission only when the service is required by State law. Whenever any statute or law requires that the appointment of members of a board or a commission established under this Charter, by statute or otherwise, be by the chief executive or administrative officer of the City, such chief executive or administrative officer, for the purposes of such appointment, shall be deemed to be the Mayor, and an appointment in such cases shall be subject to the approval and confirmation by a majority vote of the City Council.

9.04. Recruitment of boards.

The City Clerk shall publish quarterly notice of anticipated openings on boards or commissions. The notice will state the general duties of the office, the qualifications for the office, the nominating procedures, and the fact that letters of intent from candidates listing qualifications shall be accepted by the Mayor, Council Members, and the City Clerk. Boards and commissions will actively recruit and publicize anticipated openings among minoritized communities that are underrepresented.

ORGANIZATIONAL VALUES

Three fundamental values continue to underlie our work together on behalf of the citizens of and visitors to the City of Ypsilanti.

1. Open, transparent and accessible decision-making

We are committed to openness and transparency in our decision-making to ensure that information is available and accessible to the public utilizing technology in order to provide opportunities for public engagement and participation.

2. Fiscal solvency and sustainability

We are committed to ensuring the long-term financial stability and sustainability of the City, and maximizing economic development while maintaining effective city services and sound infrastructure.

3. Customer Friendly Service

We are committed to providing customer friendly services to residents and visitors to ensure that service processes are effective and efficient.

PROPOSED FY 2020-2021 GOALS

1. Focus on Community Engagement

A. Communication and Engagement

- Develop and implement comprehensive communication plan including updated website
- Provide community entertainment - Amphitheater in Frog Island
- Utilize Freighthouse as community asset

B. Public Safety

- Implement Community Policing Philosophy to enhance safety of all residents, businesses, and visitors
- Create Mental Health Response Team which includes the addition of a YPD social worker to provide support and crisis intervention

2. Become a Sustainable City

- Increase recycling efforts
- Elimination or reduction of Iron Mountain usage
- Digitize financial records
- Utilize alternative fuel vehicles where possible and reduce greenhouse gas emissions
- Redevelop vacant sites (i.e. Water St.) and buildings (i.e. Angstrom), etc.
- Attain Carbon Neutrality status

3. Improve Internal and External Workflow

4. Promote Diversity and Inclusion in policies, staffing and recruitment



MEMORANDUM
1/17/2020

To: Mayor and City Council

From: Frances McMullan, City Manager

Subject: Ypsilanti Freighthouse Operations and Management Agreement (OMA)
Draft Transition Plan

At the Council meeting of January 14, 2020, Council requested detailed information relating to the current status of the City's relationship with the Friends of the Ypsilanti Freighthouse (FRIENDS); and a possible transition plan if it is decided that the City will manage all future activity of the facility. This memo gives the background and recent history of the Operations and Managing Agreement (OMA) and includes a draft transition plan for discussion.

At the December 3, 2019 Council Goal Setting meeting, City Council and staff scored the development of a Parks and Recreation Department and operation of the Freighthouse as a priority. As a result, staff met with the FRIENDS on December 17, 2019 to discuss non-compliance and future working relationships. At this meeting the FRIENDS were extended an opportunity to continue to work with the City, as other Friend's Groups do, i.e. fundraising, promotions, grant writing, etc., however the FRIENDS expressed that without the ability to manage and book events the FRIENDS group would most likely cease to operate.

BACKGROUND:

Over the past two years City staff has repeatedly requested the Friends of the Ypsilanti Freighthouse (FRIENDS) comply with the Operating and Managing Agreement (OMA). Financial records were not received in accordance with the OMA. Requests for more detailed information were repeatedly made, and last month the City finally received financials and an audit. Without the proper materials, it has been challenging to properly review the management and operations of the facility to confirm that all of the City's policies and procedures were being followed. In February 2019, City staff notified the Freighthouse that if the financial material required by the OMA was not delivered within two weeks, the City Manager would be utilizing the 60 day opt out clause for the agreement. Once this demand was made, the City got its first look into the finances of the FRIENDS. In reviewing the financial statements, minutes and budgetary documents, staff identified several red flags. After the mass submittal of information, staff requested that the FRIENDS email City staff when documents were uploaded to the Google drive to ensure that they were available to view. Staff was never informed of any information was uploaded or submitted until after March 2019.

In reviewing the OMA, several areas were not met. Below is a list of the requirements and whether they were met or not. Green text indicates Compliance and Red indicates Non-Compliance.

5. FRIENDS accepts and agrees to the following responsibility, authority, and
 - a. To use available funds to improve the Freighthouse, subject to CITY approval.
Since the facility was opened in 2018, the FRIENDS have not approved any improvements to the facility.
 - b. To rent THE PREMISES following published FRIENDS standards and policies.
The FRIENDS have policies and procedures posted on their website.
 - c. To follow all CITY anti-discrimination ordinances, policies and rules.
This is listed in their policies and procedures.
 - d. To comply with all city codes, including living wage and prevailing wage ordinances.

The City has an Ethical Standards of Conduct policy: Chapter 46, Article III which states, “No officer or employee of the city shall directly or indirectly solicit any contract with the city and any of the following: 1. Such officer or employee 2. Any partnership, Limited Liability Company or unincorporated association, or other legal entity of which the officer or employee is a partner, member, owner or part owner or employee. 3. Any corporation in which the officer or employee is an owner or stockholder of more than one percent of the total outstanding stock of any class if the stock is not listed on an exchange, or of value of \$25,000.00 or more if the stock is listed on a stock exchange or of which the officer or employee is a director, officer, or employee. 4. Any trust of which the officer or employee is a beneficiary or trustee.”

In reviewing the documentation provided and questioning of the FRIENDS at the December 17, 2019 meeting, it appears that the job of Ronald Rupert, Chair of the FRIENDS Building Committee, was to get quotes to do the work on the facility. Through reviewing the finances, it appears that the only maintenance/building contractor is Home Services LTD which, according to city records, is owned by Ronald Rupert. While Mr. Rupert abstains from voting on his invoices, it is almost a monthly occurrence where a bill is paid to Home Services LTD. In the joint meeting, Mr. Rupert stated he plays a similar function on the Historic District Commission which should be investigated.

In addition, the FRIENDS require all board members to sign a non-disclosure agreement when joining the Board. According to the city’s legal counsel, no city board or commission is allowed to require this, and to the city’s knowledge, no other non-profit board in the city requires such an agreement. This requirement does not allow board members to speak freely or give public comment when they feel that there are issues with the Board.

- e. To advertise THE PREMISES by use of appropriate media and otherwise.
Based on the success of the Freighthouse we believe that this was being done.
- f. To investigate the references of all prospective renters as is necessary and reasonable to protect THE CITY and FRIENDS against loss and for protection of THE PREMISES.
No evidence has ever been provided that this happens.
- g. To determine the necessity for security deposits and collect the same.
Based on the financials submitted in March 2019, this was happening.
- h. To collect all rents and charges due, and make a proper accounting for the same.
Based on the financials submitted in March 2019, this was happening.
- i. To obtain and maintain proper primary liability insurance, and furnish the City Clerk with copies of policies.
We believe this was being done but the insurance certificate on file with the City expired in August 2019.
- j. To remain at all times during this agreement a Federal Tax Exempt Organization under the Federal Income Tax Code.
We assume this was being done.
- k. To prepare and file all Internal Revenue Service returns as may be required.
We assume this was being done.
- l. To apply for grant funds, in collaboration with CITY as needed, and to administer grant funds received by FRIENDS.
Since the facility opened, the City received notices of any grants that were applied for and based on their budget, none were awarded.
- m. To allow the CITY use of the premises six times per year with no rental fee, with reasonable consideration of avoidance of prime rental times, recognizing the need for the Freighthouse to be self-supporting.
The FRIENDS did allow the City to utilize the facility a maximum of 6 times although they did attempt to charge the DDA to hold two meetings there in 2018.
- n. To safeguard the premises and restrict distribution of keys and alarm codes only to persons authorized by FRIENDS.
No key policy was ever given to the City.
- o. To appoint one City representative as a Liaison to the FRIENDS board of Trustees. Said member shall be recommended by the City and approved by the FRIENDS board.
With the death of Council Member Peter Murdock, the City Council has not appointed a new City Liaison to this Board, and no request was made for an appointment.

6. Operation and Maintenance. CITY gives FRIENDS and FRIENDS accept the following responsibilities, authority, and powers regarding THE PREMISES:

- a. Facility upkeep. Once THE PREMISES are open for business, FRIENDS will cause THE PREMISES to be maintained and repaired in accordance with sound management policies, and in a condition at all times acceptable to THE CITY, including but not limited to cleaning, painting, decorating, plumbing, carpentry, grounds care, and other maintenance and repair work at the sole and exclusive cost of FRIENDS.

The FRIENDS did keep the facility in impeccable condition.

- b. Financial Reports. FRIENDS shall maintain accurate, complete, and separate accounts and records in accordance with generally accepted accounting standards and principles showing all income and expenditures relating to the operation of THE PREMISES. CITY Financial Director shall be provided reports of the accounts and records on a quarterly basis.

This was not done until the City threatened to cancel the agreement in March 2019. The City has requested more detailed information for two years prior to receiving any financial information. The last detailed financial information made available to the City was for May 2019. The CITY consequently received financial information uploaded to Google on December 11, 2019 after several conversations with the FRIENDS.

- c. Other Reports. FRIENDS shall make available to the City's Economic Development Director:

- i. Minutes of monthly meetings, on an annual basis

Received

- ii. Facility use calendar, on an annual basis.

Never Received

- iii. Grants. In a timely manner, a copy of each grant proposal that it submits, as well as the result.

Never Received

- d. Annual Audit. FRIENDS shall have an audit of its financial records by a Certified Public Accountant on an annual basis and provide a copy of the report to CITY.

Received in December 2019, four years into the agreement

- e. Utilities. FRIENDS shall be responsible for the payment of water, gas, electricity, extermination, telephone service, and other services necessary for THE PREMISES operation.

Done

- f. Employees. FRIENDS may employ, discharge, and pay employees and contractors as necessary. FRIENDS shall be solely responsible for such employees and contractors and CITY shall have no liability therefore. FRIENDS shall indemnify and hold CITY harmless from any claims, suit, demand, or claim that may arise between FRIENDS and any such employee or contractor.

Done

- g. Bank Account. FRIENDS shall open and maintain a bank account for the deposit and expenditure of all funds and report the same to the CITY quarterly.
Done, after the demand was made in February 2019
- h. Insurance. FRIENDS shall obtain and bear the cost of all liability insurance with minimum limits of \$1,000,000, including worker's compensation, public liability, fire and extended coverage, burglary and theft, provide a copy of the policy to CITY with CITY as an additional insured. FRIENDS shall confirm relevant liability insurance coverage by all users of the Freighthouse.
No proof. Insurance certificate on file expired August 2019.
- i. Fidelity Bond. FRIENDS shall furnish CITY with evidence that all persons handling funds for FRIENDS are properly bonded.
The FRIENDS have never provided a fidelity bond to the City.
- j. Permits. FRIENDS shall cause its designees or contractors to obtain all required permits and other governmental permission necessary for any work or improvements on the premises. CITY shall waive permit fees.
The FRIENDS have applied to the City for permits, however at least two times the CITY forced the FRIENDS to apply for permits after or when the work was completed.
- k. SHPO requirement. FRIENDS shall follow all applicable State and Federal requirements and guidelines for historic buildings.
Once the facility opened, there have been no issues with SHPO.
- l. Ypsilanti Historic District Commission (HDC). FRIENDS shall secure all necessary HDC permission for any improvements or work on the premises.
The FRIENDS have applied to the City for permits, however at least two times the CITY forced the FRIENDS to apply for permits after or when the work was completed.

ADDITIONAL INFORMATION:

The FRIENDS agreed to take funding from multiple sources while providing something in return. For instance the MEDC provided a \$50,000 crowd-funding grant match in which the FRIENDS promised items when the Freighthouse opened. To our knowledge, these items, with the exception of "Chugging Right Along" have never been fulfilled.

Give \$10 or more: **All Aboard!** Thanks for your donation; this contribution will double when we meet our goal!! We appreciate your support!

Give \$25 or more: **First Stop, Depot Town.** Social media shout out – just tweet us @YFreightHouse – and we will tweet about your awesome donation. Also we will recognize all donations weekly on our Facebook page.

Give \$50 or more: **Chugging Right Along.** We will recognize you on our website as part of our amazing group of campaign supporters.

Give \$100 or more: **Right Side of the Tracks.** Exclusive invite to attend the Freighthouse grand opening ribbon cutting ceremony.

Give \$250 or more: **On the Fast Track.** Your name will be commemorated on a plaque within the Freighthouse, as one of our top supporters.

Give \$500 or more: **Off the Rails!** VIP treatment with two tickets to the Freighthouse Grand Opening Gala.

Give \$2,000 or more: **Full Steam Ahead.** Your name will be on one of several benches around the Freighthouse and you can sit on it whenever you want.

Give \$3,000 or more: **End of the Line.** This is a great value! You will receive one full day of Freighthouse usage, for any type of celebration you want to have!

ADDITIONAL INFORMATION:

The DDA gave \$35,000 to the FRIENDS to complete a parking impact analysis one-year after initial operations of the Freighthouse opened in order to reevaluate and assess the valet parking requirement and threshold and all YDDA funding which is contingent upon the FRIENDS requiring the use of valet parking services for any private event of 150 or more attendees on Fridays or Saturdays at the Freighthouse. None of these were provided to the DDA.

Further, the FRIENDS owes the City \$24,477.60 for construction done above and beyond the City's allocation for work in 2016. The City paid for it upfront with an agreement for repayment from the FRIENDS which never occurred.

PROPOSED TRANSITION PLAN

Our contract for management of the Ypsilanti Historic Freighthouse is set to expire in 2020 and I, along with City staff and some members of City Council and the community believe it is in the best interest of the City to take over operation of the facility. Through discussions with City staff, a plan of action for transitioning this responsibility is outlined below, and would include the addition of one part-time staff member.

- Roles of existing staff will be expanded.

The Administrative Services Manager coordinates special events. This position already has knowledge of managing public assets for the City and would potentially absorb scheduling and finance tracking responsibility for the Freighthouse. We estimate this may add five hours a week of additional work based on what we feel would be a typical amount of booking at the Freighthouse.

Fiscal Services Department would be utilized for bookkeeping and accounting. We do not feel that this will be an increase to their responsibilities as it is a typical duty they perform.

DDA Coordinator/Public Engagement Specialist would be utilized to provide oversight of the facility which include:

- Showing the facility to prospective renters
- Distributing materials on the rental of the Freighthouse
- Assisting the Administrative Services Manager in coordinating rentals
- Ensuring the existing rental contacts are on the calendar
- Ensuring parking plans are created by the renters

****All contracts for events already scheduled in 2020 will be honored.**

One new part-time employee for Day of Coordination. Day of Coordination responsibilities would include:

- Taking inventory of tables and chairs after an event and making those available
- Coordinating event layouts including lighting, and loading or unloading.
- Opening and securing the facility
- Answering questions about the facility during events
- Stocking and monitoring bathrooms during events
- Enforcing policy about how the facility is used
- Monitoring air flow to ensure the facility is not affected by extreme hot or cold days (there is no air conditioning at the Freighthouse currently)
- Ensuring the facility is cleaned up by completing a closing checklist needed to refund security deposit for events.

We anticipate that 25-30 Hours will be needed to fulfill this task.

These core responsibilities and staffing needs are key to successfully transitioning the Freighthouse back into City management. There are a number of outstanding questions and/or items needed to ensure a successful transition. The City would need the following documents from the FRIENDS:

- The calendar of upcoming events, including timeframes for reservations. There are at least 40 such days listed on the website calendar that would need to be verified.
- All contracts and deposits for scheduled events. This precise information can only be provided by the FRIENDS and has not been made available to staff.
- List and release of all inventory (tables, chairs, and other equipment purchased by the FRIENDS)

The proposed transition plan will allow City management to meet the immediate needs and obligations for operation of the facility until October 2020, if the City exercises the 'opt-out' clause by January 31, 2020 to provide a 60 day notice to the FRIENDS. The outlined plan would put the City in possession of the facility before the peak of rentals and allow staff to grow into expanded roles without the pressure of consecutive day rentals that can be demanding.

Ypsilanti 2020 Task Force

A Vision for Our Future

Members of the Ypsilanti 2020 Task Force

- Gary Clark, Chair
- Lisa Bashert
- Kent Baumkel
- Nat Edmunds
- Kevin Hill
- Linda Horne
- Karen Maurer
- Mark Maynard
- Sean Stidd
- Deborah Strong

Charge and Approach

Areas to Address from
Resolution #2007-025: at a
minimum,

- Supplementing state funding;
- Spurring business development, especially downtown;
- Encouraging affordable transportation options;
- Partnering with local educational institutions;
- Sustaining and expanding affordable regional recreation.

The Divisions of our Report:

- Heritage Preservation
- Places to Live
- Greenspaces
- Commercial Districts
- Economic Development through the Arts
- Food, Festivals, and Fun
- Transportation
- Life Cycles

Major Assets

Ypsilanti has:

- a distinctive history and it's own identity
- a large downtown district of independent businesses
- a National Register historic district
- a walkable urban environment N,S,E,W
- colorful, vibrant neighborhoods
- easy access to freeways, airports, and larger urban areas
- a beautiful river and park system
- farmland nearby
- the compact size to be a sustainable community

The Vision

IN THE YEAR 2020, Ypsilanti has become one of the most beautiful, vibrant, and self-sufficient small cities in Michigan. Through careful observation of current economic and social factors Ypsilanti has instituted policies consistent with a changing world.

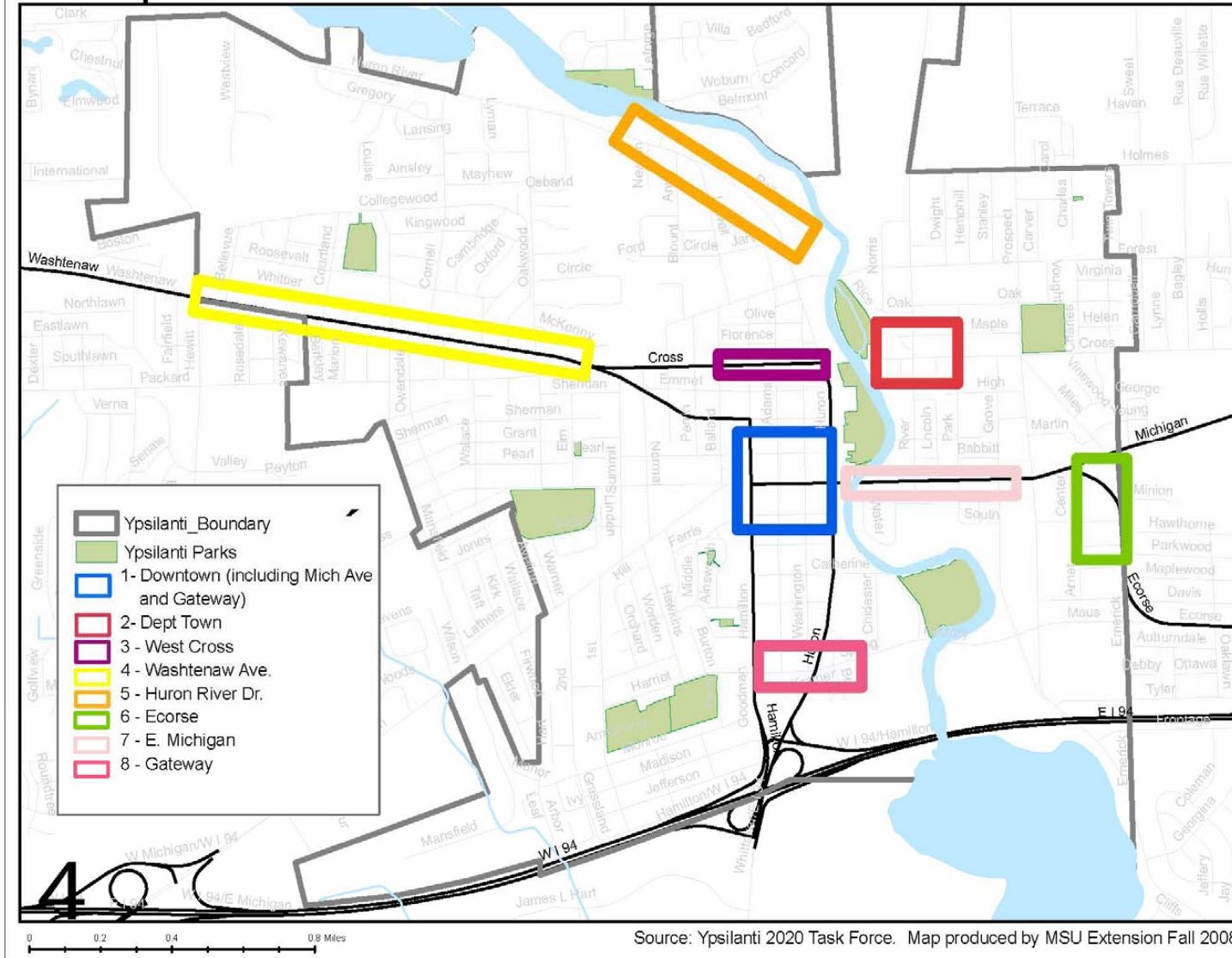
Our progress has been guided by a city-wide energy policy, the availability of more local food, and a thriving entertainment and cultural life as well as a “Live in Place” philosophy. Ypsilanti is a leader in marrying green technology and historic preservation.

The Vision, Continued

- Heritage preservation
- Neighborhoods
- Districts
- Free wireless internet
- EMU is a partner
- Arts and culture
- Connected green spaces
- Light rail connections
- Intra-urban public transportation (“Ypsi Trolley”)
- County-wide transportation, recreation and first responders

How do we get from here to there?

Ypsilanti Business Districts - 2020 Task Force



Heritage Preservation



"Communities...have a history - in an important sense, they are constituted by their past - and for this reason we can speak of a real community as a 'community of memory', one that does not forget its past." - Robert Bellah, "The Good Society"

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Ypsilanti Mayor's 2020 Task Force - Final Report, January 27, 2009

Heritage Assets

Ypsilanti's constellation of heritage assets provide the city with its distinctive and unique sense of place. Properly preserved, developed and managed, these assets have the potential to become the centerpiece of Ypsilanti's renaissance, providing multiple opportunities for economic development to fuel economic prosperity. Heritage assets include:

- A long, multi-faceted history;
- Settlement by diverse groups (and a diverse population today);
- Historic homes, neighborhoods and business districts on the National Register of Historic Places;
- Historic parks along the Huron River;
- Multiple museums; and
- Eastern Michigan University's historic campus.



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“For the 21st Century, only the foolish community will make the choice between historic preservation and economic development.

The wise community will effectively utilize its historic built environment to meet the economic, social and cultural needs of its citizens well into the future.”

***– Donovan Rypkema,
The Economic Power of
Historic Preservation***



Bottom Photo © Downtown Association of Ypsilanti. Top two photos © Kate de Fuccio • Permissions for this presentation only.

Ypsilanti Mayor's 2020 Task Force - Final Report, January 27, 2009

Vision for 2020

- Ypsilanti celebrates its rich cultural, architectural heritage - Native American, European American, African American settlement history.
- Comprehensive approach to heritage preservation has been successful. City retains unique sense of place, heritage assets used to fuel economic prosperity.
- Historic District Ordinance & Commission established in perpetuity.
- EMU, UM, WCC, MI-SBTDC, YHF are active partners in heritage movement.
- City thrives - splendidly renovated historic buildings, homes, neighborhoods, parks. Downtown districts contain a vibrant mix of retail, restaurant, business, professional, commercial & specialty preservation enterprises.
- Heritage tourism a significant draw - walking, trolley, biking tours of city focus on architectural, cultural, natural features. Interactive exhibits, hands-on experiences and docent story-tellers bring the city's dynamic heritage to life, engaging residents and visitors.



© Corrine Sikorski, Ypsi Food Coop



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Heritage Preservation Goals

Five Heritage Preservation Goals for 2020

- 1 – Create an integrated, comprehensive heritage preservation strategy.
- 2 – Seek and achieve greater funding for heritage preservation, marketing and tourism, and encourage development of heritage-based businesses.
- 3 – Partner with Eastern Michigan University, the University of Michigan and Washtenaw Community College on heritage projects.
- 4 – Increase public knowledge, pride and respect for Ypsilanti history, heritage assets and the benefits of heritage preservation.
- 5 – Build alliances with diverse groups to encourage participation in Ypsilanti's heritage movement.



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Goal 1 Create an integrated, comprehensive heritage preservation strategy.

- Adopt Main Street, Preserve America, Shore to Shore models.
- Historic District Ordinance, Commission established in perpetuity - expanded charge.
- Commission promotes economic development, sustainable energy practices, public education.
- Align, streamline City processes for planning, renovation, construction.
- City Website is comprehensive information portal:
 - Government
 - Business
 - Community Life



© Ypsilanti DDA



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Goal 2 Pursue greater funding for heritage preservation, marketing & tourism. Encourage development of heritage-based businesses.

- City becomes a Preserve America Community.
- City website lists info, hyperlinks to tax credit and grant programs.
- City actively supports the pursuit of grant funding for heritage preservation, development, marketing and tourism.
- SPARK East, EMU, UM, WCC, MI-SBTDC & Ypsilanti Heritage Foundation help entrepreneurs develop a heritage-based business sector.
- Ypsilanti becomes “the” place for businesses expert in preservation.



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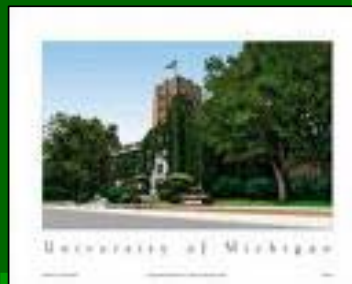
Goal 3 Partner with Eastern Michigan University, University of Michigan and Washtenaw Community College on heritage projects.

- Develop comprehensive demonstration projects, seek funding.
- Deepen town/gown relationships.
- More fully document historic sites, resources, properties.
- Establish collaborative museum and heritage tourism programs.
- Promote heritage assets widely as community treasures.
- Develop, participate in the “Online Museum, Cultural History & Library Links Project.”



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WCC



UM

© www.skyline.com

EMU

© www.emich.edu

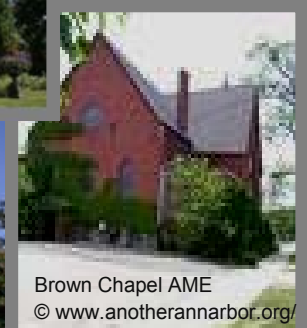


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Goal 4 Increase public knowledge, pride and respect for Ypsilanti history, heritage assets & benefits of heritage preservation.

- Widely promote our Native American, African American & European American history, culture.
- Partner with K-12 schools - use heritage resources in applied learning.
- Establish City-sponsored corps of ambassadors, docent story-tellers.
- City Hall features rotating displays of Ypsilanti history and successful renovation projects.
- Develop biking, walking, trolley city tours.
- Neighborhood associations research their history, offer tours & programs.
- Place historical markers, signs throughout the city.
- Ypsilanti becomes a Michigan Heritage Route and National Scenic Byways Community.



Brown Chapel AME
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Goal 5 Build alliances with diverse groups to encourage participation in Ypsilanti's heritage movement.

- Develop supportive relationships with minority groups around heritage preservation.
- Foster, support local historic preservation efforts & strengthen collaborations.
- The Ypsilanti Historical Museum & Archives takes the lead:
 - Becomes the Ypsilanti Historical Museum, Archives & Cultural Center.
 - Displays multi-cultural time line of Ypsilanti history.
 - Recruits residents for multi-cultural programs & activities.
- Actively partners with other organizations on interpretive history projects, family learning & cultural events.
- Participates in the "Online Museum, Cultural History & Library Links Project."



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The economic power of heritage preservation & tourism:



August 15.16.17'08 www.YpsilantiHeritageFestival.com

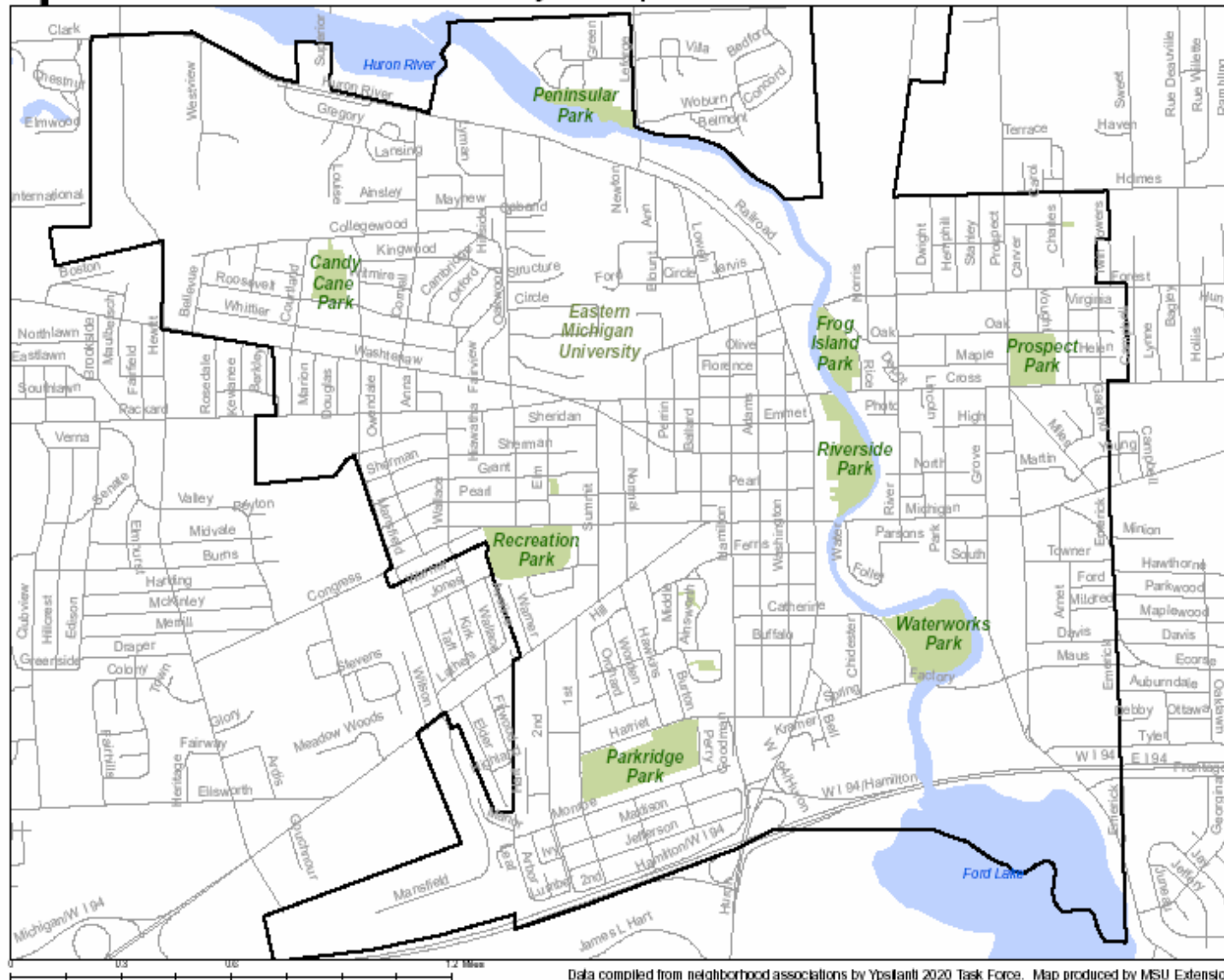
Poster © Patti Harrington

**Presentation notebook contains detailed narrative,
best practices and funding information.**

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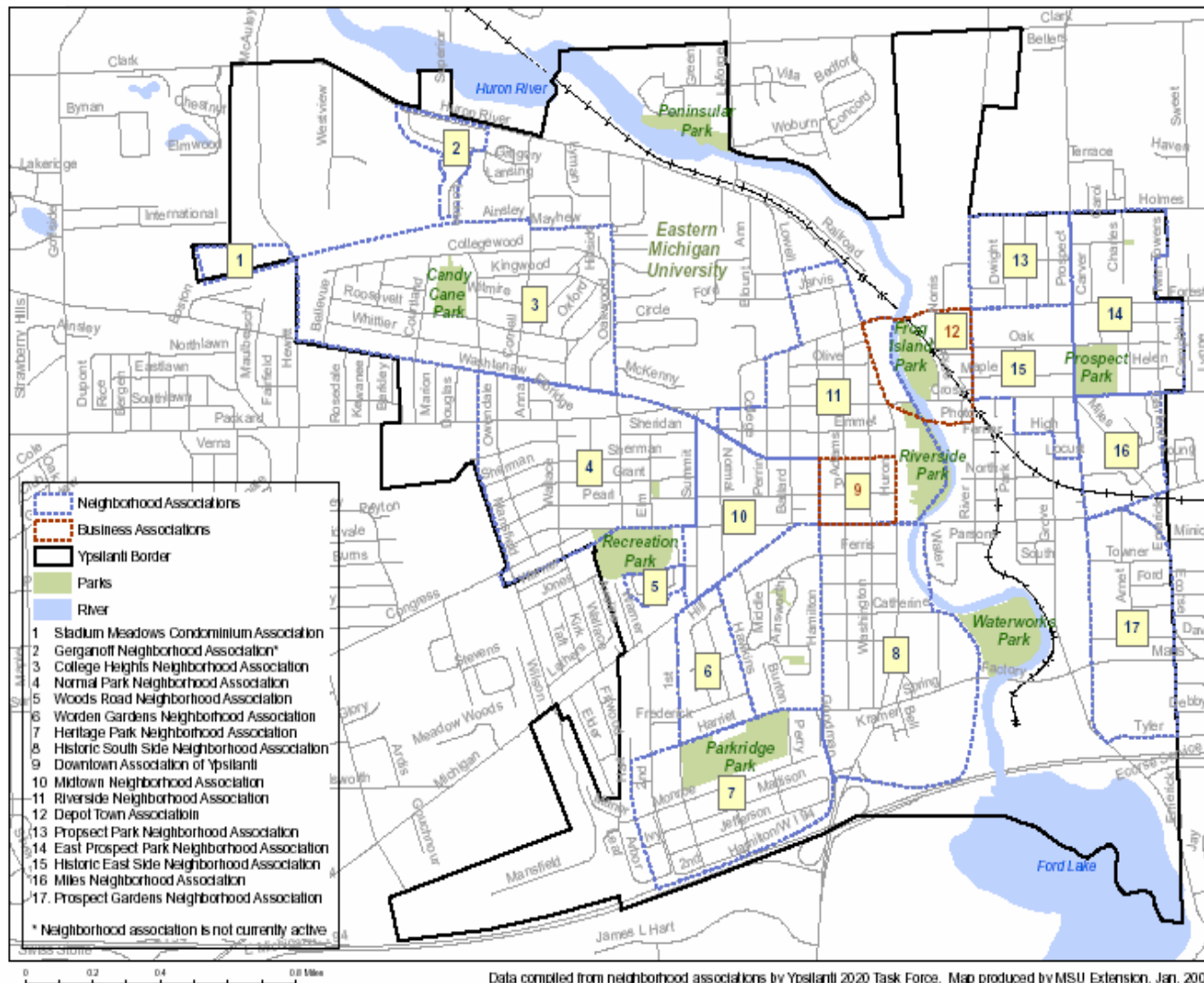
Places to Live

City of Ypsilanti

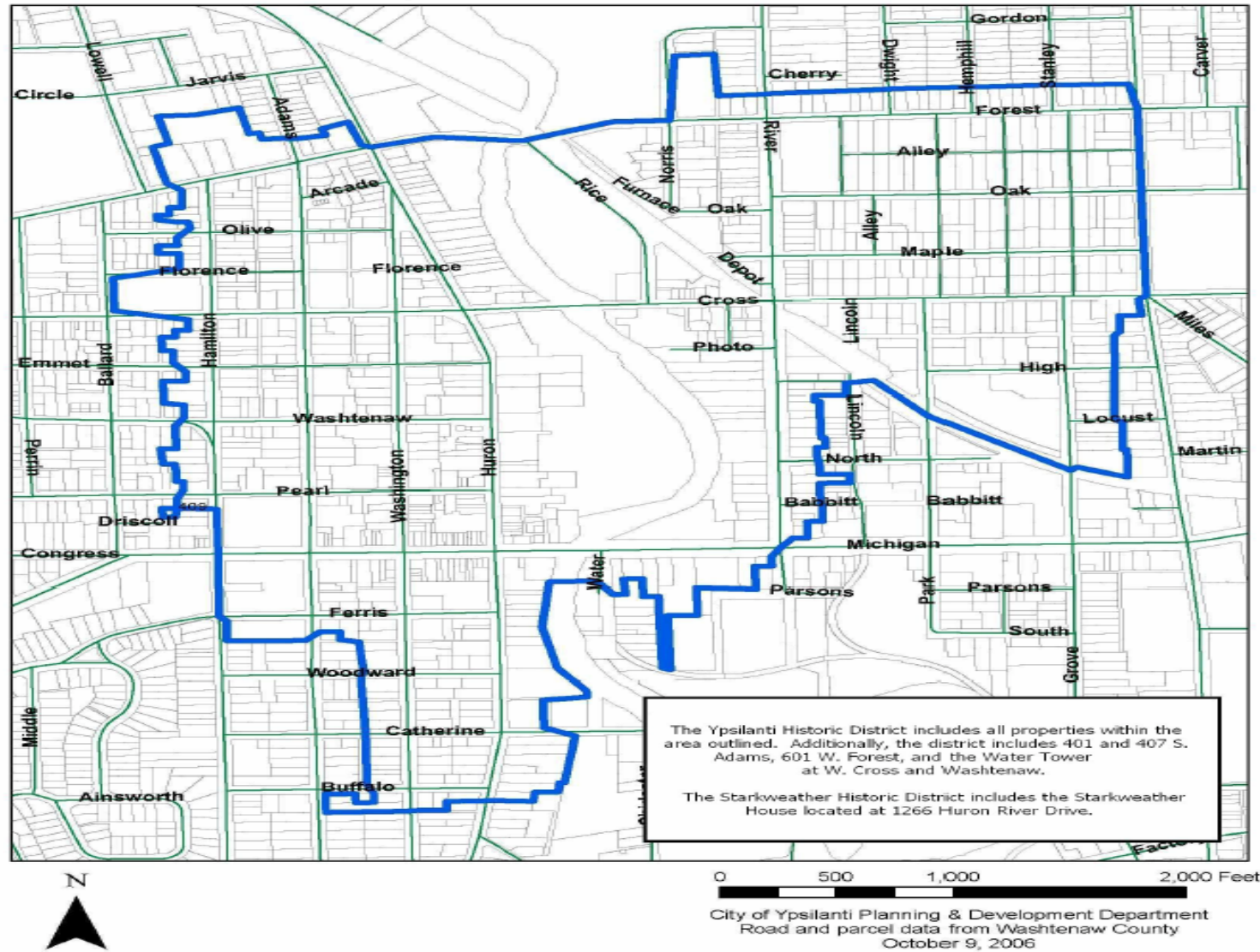


Data compiled from neighborhood associations by Ypsilanti 2020 Task Force. Map produced by MSU Extension.

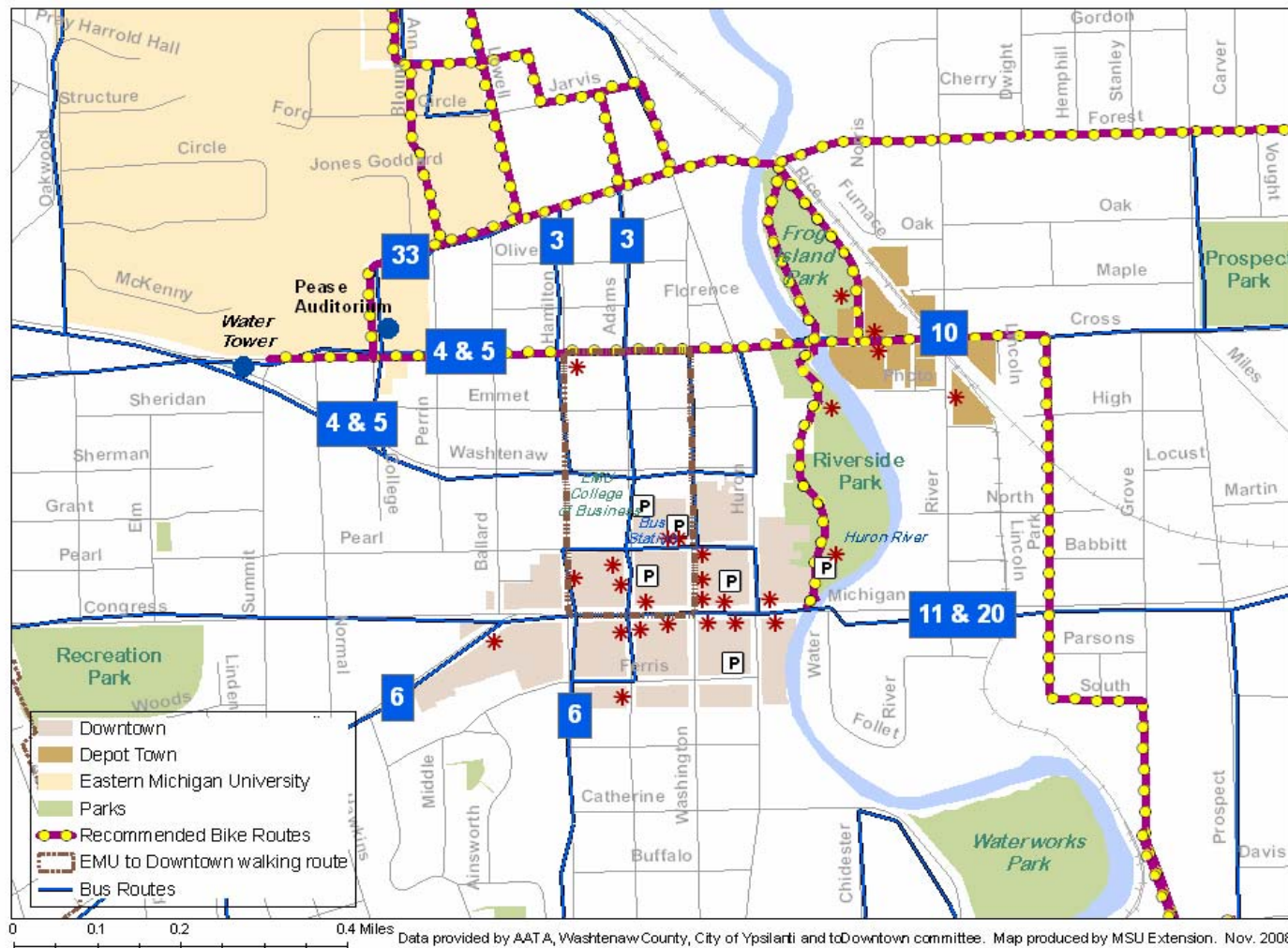
Ypsilanti Neighborhood & Business Associations



Ypsilanti Historic District



Alternative Transportation Options Downtown



Places to Live

List of Neighborhood Associations

- Stadium Meadows (#1 on the map)
- Gerganoff (#2 on the map)
- College Heights East (#3 on the map)
- Normal Park (#4 on the map)
- Woods Road (#5 on the map)
- Worden Gardens (#6 on the map)
- Heritage Park (#7 on the map)
- Historic South Side (#8 on the map)
- Downtown Association of Ypsilanti (#9 on the map)
- Midtown (#10 on the map)
- Riverside (#11 on the map)
- Depot Town (#12 on map)
- Prospect Park (#13 on the map)
- East Prospect Park (#14 on the map)
- Historic East Side (#15 on the map)
- Miles (#16 on the map)
- Prospect Gardens (#17 on the map)



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CONTACT LIST

Neighborhood Organizations	Contact	E-mail	Phone	Website
College Heights	Allen Morgan	allen_morgan@comast.net		
Depot Town	Gary McKeever	gmckeeve@aol.com		www.depottown.org
Downtown Assn of Ypsilanti	Denise Cutlip	ddcutlip@yahoo.com	734-717-7305	www.daypsi.org
Gerganoff	Peter Hubbard	peterhubbard@comcast.net	734-483-1675	
Heritage Park	Juanita House		734-485-5128	
Historic East Side	Brian Robb	brobb@yahoo.com	734-485-9122	www.hesna.org
Historic South Side	Chris Mason	parishinn@aol.com	734-480-4800	www.hssna.org
Midtown	Karen Maurer	reneemaurer@yahoo.com	734-487-7182	www.midtown.ypsi.com
Miles Area	Amanda Edmonds	amanda@growinghope.net		
Normal Park	Sean Stidd	sstidd@gmail.com	734-483-8301	www.normalpark.org
Prospect Gardens	Ruth Halsey	bandrhalsey@juno.com	734-483-2485	
Prospect Park	Kurt Anschuetz	kdasmoot@comcast.net		ppna.wordpress.com
Riverside	Linda French	ladyfrench@aol.com	734-358-6956	www.riversideypsi.org
Stadium Meadows				
Woods Road	Tisha Moore	mortisha@umich.edu	734-483-3749	www.home.comcast.net/~paulschreiber
East Prospect Park				
Worden Gardens	Janice Thompson	janicethompson@yahoo.com	734-482-5278	

Dated November 3, 2008



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Current State of Neighborhood Associations

- Associations are active in the community, reporting directly to their residents, to the Police Department and to the City of Ypsilanti.
- The Associations handle problems that arise in their neighborhood directly by working toward solutions with their board, or if the need arises, contacting the agency within the City that would be most helpful to the situation
- The majority of neighborhood groups meet regularly and more frequently when problems in the neighborhood arise. Currently the neighborhood associations work with the residents to insure quality of life for their neighborhood.



Photos by Kate de Fuccio: Not for duplication, for purpose of 2020 taskforce presentation only.

Fostering Growth in Places to Live

Recommendations to the City of Ypsilanti to Foster Growth in Places to Live :

- Protect the character of the historic residential neighborhoods.
- Recreate and invigorate existing organizations such as COPAC to increase cross-neighborhood interaction.
- Provide incentives to property owners, both rental and single family, that allow properties to be maintained in excellent condition.
- Continue to support neighborhood organizations and activities that enhance neighborhood and community pride.
- Assist the community to become a place where residents continue to learn, work and play in safety and comfort.
- Establish partnerships between the city and neighborhood associations that will allow taxes to be stabilized and lowered.
- Invest in human capital that will enable Ypsilanti to continue to become a premier Michigan community and a model of a post-industrial place
- Improve walking connections and bike routes between city areas. Continue to develop streetscapes and sidewalks that are user-friendly, ADA compliant and practical.
- Encourage actions which allow property-owners to convert to renewable energy sources as part of a comprehensive, city-wide energy policy.



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Neighborhood Associations in 2020

The Places to Live are those areas in the City where people reside. Our community nurtures strong, diverse neighborhoods.

The proliferation of Neighborhood Associations and community organizations is evidence of the vibrancy and spirit of self-reliance in Ypsilanti. The existence of these groups bodes well for the future.

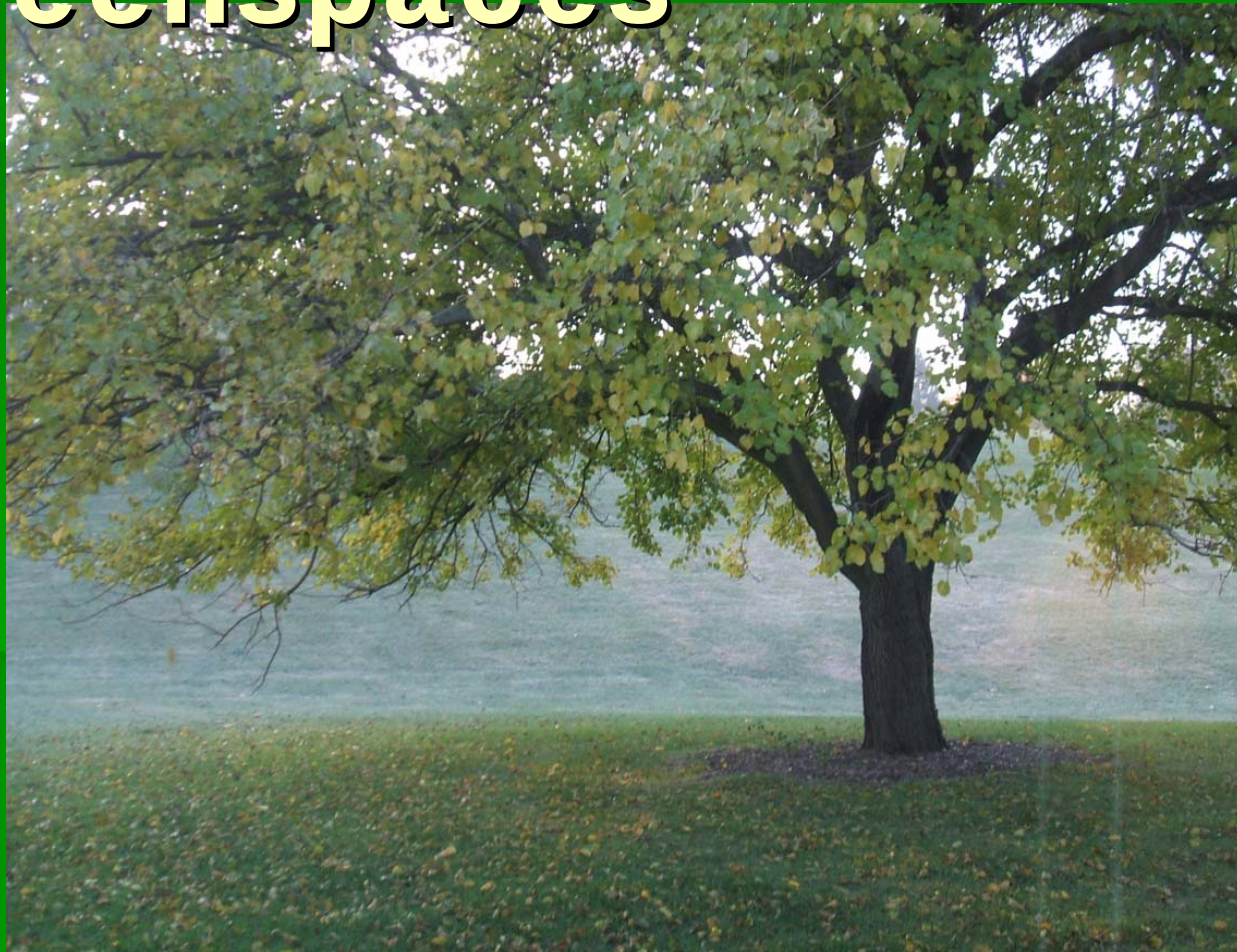
In order to stabilize and lower property taxes, the neighborhood associations will take an even more active role in developing creative partnership arrangements with the City. This will include assuming increased responsibility for grass cutting, parks maintenance, operating sustainable gardens, snow removal, and recycling.

These partnerships with the City will enable Ypsilanti to become a premier Michigan community.



Photos by Kate de Fuccio: Not for duplication, for purpose of 2020 taskforce presentation only.

Greenspaces



Ypsilanti: A Sustainable City by 2020

- **Ypsilanti's assets:** a long history, a beautiful riverfront, classic architecture, and a distinct sense of place.
- **Ypsilanti's past:** a river ford, a pioneer stake, a farming community, a small college town, and a labor community.
- **In 2020, Ypsilanti has become:** a bounteous small city with an intact infrastructure, a sustainable local food system, a focus on renewable energy, and a unique character grounded in its past identities, making it a self-sufficient, resilient community where people want to live.

A Re-localized Food System

- Ypsilanti supports **all efforts** to engage in food production, formally and informally. 50% of food consumed is grown nearby.
- City of Ypsilanti partners with nearby farms and CSAs.
- Encourages urban agriculture. Helps connect owners of vacant land with gardeners.
- Rewards & support businesses, restaurants and markets that offer local produce, dairy products, and meat.
- Farmer's markets have multiplied and are key sites for food procurement.
- Due to creative tax incentives, more locally-owned grocery and food stores have opened (like a butcher shop / specialty food grocer).
- Community gardens and Growing Hope are tremendous assets. A majority of homes have kitchen gardens.
- Co-op gardens and micro farms are permitted and encouraged in the city.



More Renewable Energy in 2020

- Ypsilanti completed an energy assessment that resulted in a city-wide energy plan.
- Signed the Mayor's Pledge for Climate Protection and joined ICLEI - Local Governments for Sustainability.
- Created jobs thru adopting ICLEI's best practices.
- Encouraged community groups towards energy independence.
- Took steps / set an example: solar City Hall – goal of all city buildings became energy independent
- Offered city-sponsored DIY nights that helped people install solar / geothermal in their own homes.
- Produced more local energy: Installed wind turbines along I-94 entry corridor.

Short-term examples:

Government – Purchased only ENERGY STAR equipment for City use;
Community groups – Promoted energy conservation thru campaigns targeted at residents and businesses

Long-term examples:

Government - Installed building/office occupancy sensors to save energy
Community groups – Implemented a low-income weatherization program (like WARM Training Center in Detroit/ partnered with EnHouse in Ann Arbor).

A River Runs Through It

Ypsilanti created trail system connecting city parks.

Service cleanup projects for abandoned sites. Committed to retain undeveloped land.

Planted sunflowers to remediate brown fields.

In the wake of the Dutch Elm Disease and Emerald Ash Borer, prioritized native species in city landscaping.

In parks, focused on food producing species, like walnuts, paw-paws, beach plums, hazelnuts etc.

Developed riverside businesses -- café stops and canoe rentals.

Partnered with Huron Watershed Council to enhance health of the river and stabilize river bank.

Promoted rain gardens; improved storm water management.

Gave tax breaks to support the purchase of development rights.

Partnered with regional Greenbelt projects.

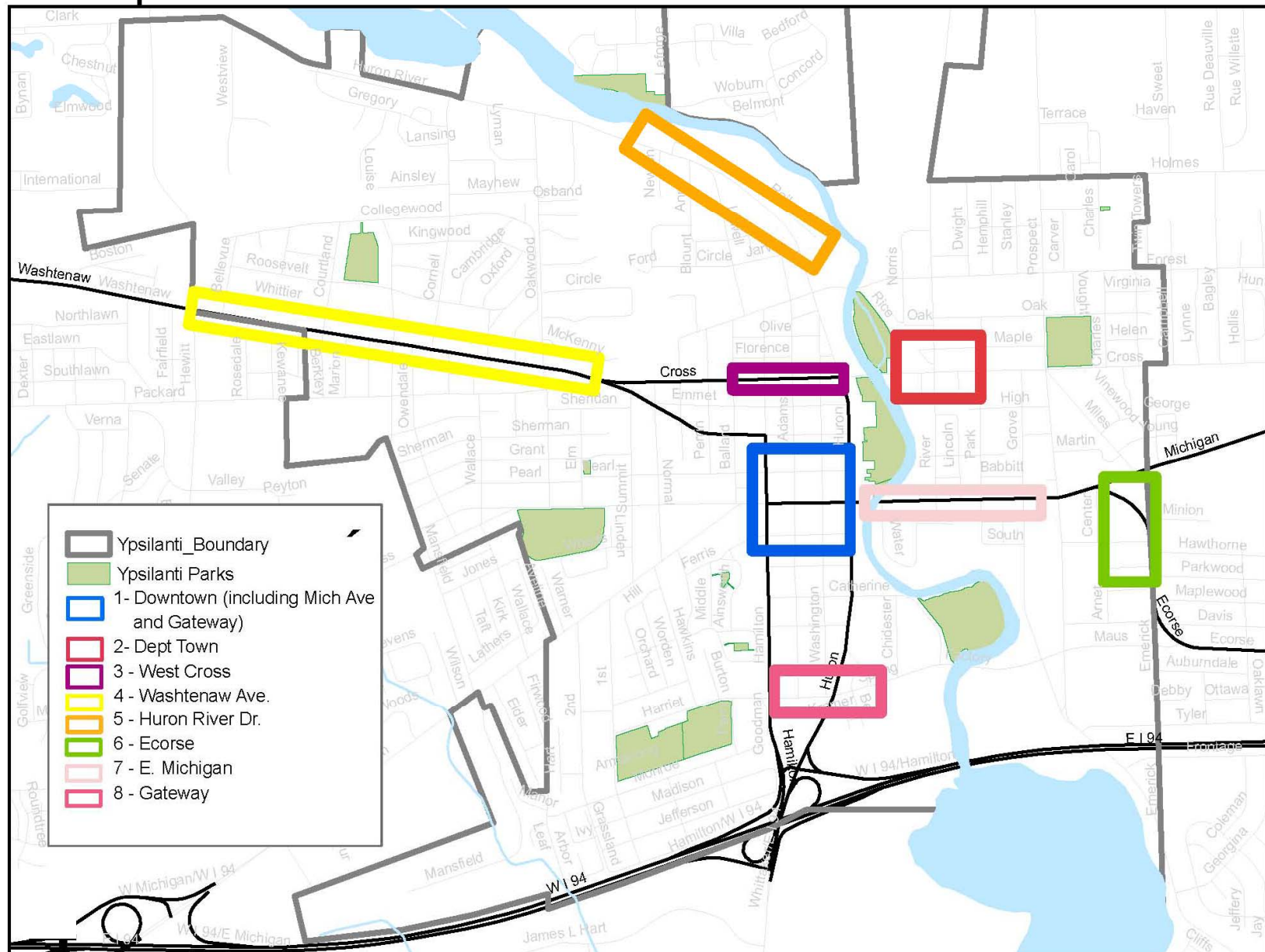


Five Green Goals for 2020

1. Relocalize the food system: urban agriculture and husbandry; gardening; partner with nearby farmers; farmers markets; specialty food businesses
2. Preserve and enhance green spaces within and surrounding the city: parks & farm lands; retain city ownership of undeveloped land
3. Prioritize renewable energy & sustainable transportation: city buildings; community organizations; businesses; residences; bikes, buses & trolleys
4. Improve the health of our Huron River: connect parks; wayfinding; create corridors; stabilize river bank
5. Favor plans that restore local resilience and self-sufficiency

Commercial Districts

Ypsilanti Business Districts - 2020 Task Force



The Districts

- "The Districts" are those areas of the city where commercial business activity occurs. There are 8 distinct business districts in Ypsilanti (see map). They are the Western Washtenaw Avenue District from Hewitt road to the Water Tower, West Cross street south of the EMU campus from the Water tower to Depot Town, the Huron River Drive District, north of the Eastern Michigan University campus, Depot Town including Forest Avenue, the Michigan Avenue Downtown District, East Michigan Avenue from the bridge to Ecorse Road, the Gateway District (Harriet and Spring Streets), and Ecorse Road south and east of Michigan Avenue.
- The 2020 Task Force encourages collaboration with Washtenaw County leaders in organizing a long term strategy which advocates attracting and retaining a skilled workforce, increasing the number of knowledge-based companies and jobs, and more closely aligning the efforts of the existing business, education, non-profit and government sectors in the county. To that end, Ypsilanti city officials have collaborated with Washtenaw County initiatives such as the Eastern Leaders Group and the efforts of the Washtenaw County Board of Commissioners to enhance business development. These efforts and those of Spark East began in 2009 and have continued through the year 2020.

The Districts, Continued

- Accomplishments related to these relationships include the light rail project which was finished in the year 2011. There is a stop in Ypsilanti, connecting our city to other cities and airports. Light rail related activity has increased density and traffic in all areas of Ypsilanti. The existing Freighthouse has been expanded and updated to serve as a light rail passenger station and houses the Depot Town Farmers Market. Light rail traffic has stimulated activity in the cities residential, commercial and entertainment districts. Our transportation grid moves outward from Depot Town hub to the other districts. In the year 2020 there are pedestrian and bike paths connecting all the parks along the river. Natural gas powered buses (AATA) connect Ypsilanti to other cities, and an inexpensive intra-city "trolley" (YATA) provides continuous, hybrid motor transportation between Ypsilanti's various districts.
- The old Motor Wheel site has been redeveloped as an eco-friendly business park through consultation with AMEC Earth and Environmental, a brownfields redevelopment firm. Water Street retail and condo development has been completed. This development is an important unifying element by connecting the areas to the north and south of Michigan Avenue. Mixed residential housing is located on the western side of the Water Street site flanking a restored waterfront along the river and businesses line the Michigan Avenue side of the development. A stadium sits on the Water Street site as well. Harriet and Spring Streets house corporate offices which serve the new stadium and the new convention center and hotel located on the renovated and redeveloped ACH site. New and/or remodeled mixed income housing sits on the west side of Huron Street as one enters the city. The "Ypsi-trolley" free ride system connects the 8 districts of the city.

Getting There

- Mayor, Lobbyist and City Manager lobby Lansing for options for the ACH site;
- Planning Department looks for Brownfields redevelopment grants and developers, not just for the Water Street project, but for the Motor Wheel site as well;
- City officials or representatives join with Eastern Leaders and other inter-governmental groups and commit county-wide to regional mass transit;
- Re-establish police or security force patrols through grant funding, in cooperation with local development authorities, and with cooperation from EMU;
- Allow left hand turns in downtown business districts at specific times of day, and facilitate use of the EMU parking structure on specific days and at specific times;
- Insure the successful completion of the "Blueprints" and "Main Street" projects;
- Highlight the historic character of our community and realize our economic potential, as described in Donovan Rypkema's article "The Economic Power of Historic Restoration;"
- Institute the Ypsilanti "Park and Plug Program;"
- Initiate the "Ypsi Trolley" intra-urban free ride program to connect the 8 districts.



Recommendations

1. City Council sponsors initiative intended to foster economic development in each councilperson's district by establishing an Ypsilanti Business Association which insures cohesive design standards, way-finding and cooperation in grant funding, event planning and attracting viable businesses to our community.
2. Convene a task force of community and business leaders to complete an inventory of existing business related programs and funding sources intended to create business opportunities in all eight districts of the city. Recommend elimination or improvements for those efforts that are not working and/or encourage other options that will work better.
3. Initiate the "Ypsi Trolley" Pilot Program.
4. Enforce existing ordinances to minimize blight.
5. Invest in the purchase and implementation of the eCivis Grant Locator which would help in efforts to secure grants city-wide, both public and private.

Economic Development through the Arts

Vision Statement

Unified Civic Arts – City, University,
Schools and History

DEFINITION

“Art” is defined as a creative expression inclusive of visual arts (drawing, painting, sculpture), literary arts (writers, poets, etc), performing arts (dance, music, opera, theatre, film), design (architecture, etc.), festivals and art fairs.

Develop a Strong, Vibrant and Unified Arts/Cultural Community

- Bring together the university, city, museums, schools and artists
- “Ring of Fire” ...establish ongoing communication connections among artists, institutions and the community.

Develop a Strong, Vibrant and Unified Arts/Cultural Community

- Ypsilanti Arts & Culture Council
- Cultural Awakening, Awareness & Sensitivity
- Strong University Presence in Cultural Development
- Cultural Assets Inventory
- Web Site/Portal
- Centralized Registry for Artists

Develop a Strong, Vibrant and Unified Arts/Cultural Community

- Attractive Kiosks
- Art Salons & Other Creative Connections
- Annual Gallery Crawl
- Architecture and Museum Tours
- Artist in Residence, Master Classes & Apprenticeships
- Art “in” Community

Establish Art as an Economic Tool

- Art as an economic tool is central to Ypsilanti's renaissance
- The growing of this asset has a positive ripple effect on the community's growth, quality of life, tourism, revenue and tax generated, business incubation and start-ups , and more.
- Art/culture a rich community return on investment (ROI).

Establish Art as an Economic Tool

- S/E Michigan Children's Film Festival
- Designated Cultural Zones
- Art "Factory"
- Performing Arts Facilities
- Art and the Environment
- Artist Mentoring and Business Support Services

Develop A Thriving Film Industry in Ypsilanti

- Utilizes the assets and resources of this community
- Capitalizes on the state legislative incentives, professional relationships, and timing
- Establishes an aggressive PA campaign that puts Ypsilanti on the radar of every major television and film studio
- Grows jobs in the community through this industry

Develop A Thriving Film Industry in Ypsilanti

- Establish EMU Motion Picture Institute or School of Film-making
- EMU Partners With Film Industry
- Marketing Ypsilanti for Film-making
- State and Local Incentives
- Offer film related in-services and other training
- Promote jobs in the film industry

Proposed Action Steps

- Ypsilanti Arts & Culture Council
- Cultural Awakening, Awareness & Sensitivity
- Strong University Presence in Cultural Development
- Cultural Assets Inventory
- Web Site/Portal
- Centralized Registry for Artists

Food, Festivals, and Fun

2020 Nights

Ypsilanti's economic development corporations will attract innovation and opportunity for more restaurants, recreation and entertainment. These entities will need to collaborate and receive some subsidies from the city. They will need to aggressively pursue stronger partnerships in the Ypsilanti Area.

Recommendations:

- Developed partnerships with the various ethnic groups in the city to host festivals and events to showcase the history and diversity of cultures.
- During the summer months, the Riverside, Frog Island, and Crossroads Festivals will host local and national musicians.
- Developed venues (e.g. Parkridge Community Center and Recreation Park) for teens that offer talent shows, an arcade, roller rink, go-carts, skate boarding, martial arts, yoga, boxing classes, and self-defense.
- Downtown and Depot Town have nightlife for everyone. There are teen clubs in both areas that offer teen bands, music and dancing. After work events are happening in both areas, including a piano bar and live music.
- Ozone House Drop In Center has a bigger building that offers opportunities for teens to be more creative in music, art, radio, television and film.
- EMU students can easily access various parts of the city's nightlife via trolley or bus.
- Events are offered in a new park near the Convention Center on the former ACH site. A hotel, apparel shops, coffee shop, jewelry store and various retail shops within the center are thriving.
- There are various types of family restaurants, where families can go for different types of ethnic food.

Transportation

The ongoing need to develop, maintain, and improve both motorized and non-motorized transportation in Ypsilanti.

The importance of maintaining and improving current transportation infrastructure:

- Good Roads
- Policies Which Support Viable,
Affordable Parking

The significance of developing and maintaining efficient public transportations options:

- Automobiles
- Segways
- Motorcycles
- Motor Scooters
- Bus
- Light Rail
- Biking
- Walking
- Taxi Cabs
- Trolley

- Public initiatives should include development of practical walking and biking routes throughout the city which would result in:

- Cost Savings
- Reduced Congestion
- Improved Air Quality
- Economic Vitality
- Improved Health



Establishment of defined demand-response/ lifeline transportations services:

Accessibility to:

- Doctors
- Pharmacies
- Grocers/ Food Vendors
- Educational Facilities
- Recreation
- Employment

The need to continue working with local and regional partners to develop a cohesive transportation plan:

- Eastern Michigan University
- Ann Arbor Transit Authority (AATA)
- Washtenaw Area Transportation Study (WATS)
- Washtenaw Department of Public Health
- Downtown Association of Ypsilanti
- Depot Town Association
- Ypsilanti Downtown Development Authority
- Depot Town Development Authority
- Depot Town Community Development Corporation
- Bike Ypsilanti
- All other Organizations and Interested Groups.

Light Rail Passenger Service

- Light rail passenger service is an exciting topic
- A stop in Ypsilanti
- The Freighthouse could serve as an important transportation hub
- A Detroit to Ann Arbor or Lansing Route
 - Extends access for Ypsilanti residents, visitors and commuters to:
 - ▶ Metropolitan Airport
 - ▶ Work Destination
 - ▶ Educational Opportunities
 - ▶ Local Shopping and Night Life
 - ▶ Regional Recreation

The Future

- A Place for Non-Fossil Fuel Vehicles to Recharge
 - Park and Plug Program – Hybrid and Electric Vehicles recharge for a city-collected fee in selected locations throughout the city.
 - Policies which encourage use of new wave sustainable vehicles.
 - City purchases fuel-efficient and cost-effective alternative energy vehicles whenever prudent

The Future (cont.)

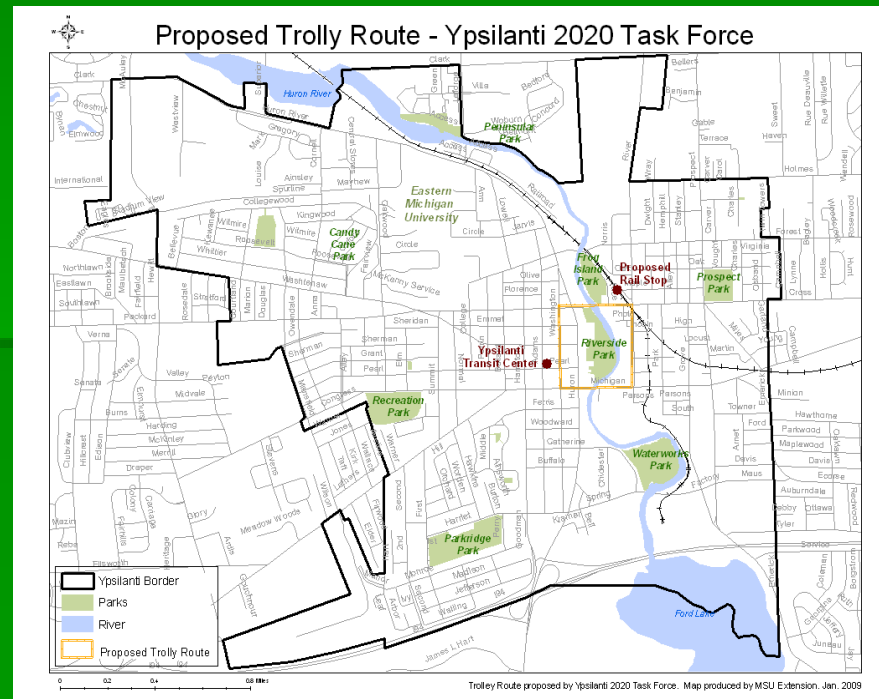
- Expansion and improvement of the Ypsilanti DDA-Washtenaw Department of Public Health Walking and Biking route from Eastern Michigan University to Downtown
- Completion of the Washtenaw County Border to Border Trail
- Reallocation of Available YDDA Funds to Maintain Existing Downtown Parking Lots.
(Fewer studies – more repairs and maintenance)

The Future (cont.)

- Active participatory role in the Washtenaw Area Transportation Study (WATS)
- Maintenance and Repairs for Roads and Bridges
- Policies that encourage local land use decisions supporting existing and future transit service
- Concentrate development near transportation

The Future (cont.)

- A Trolley Connecting Downtown, Water Street and Depot Town



The Future (cont.)

- Provide non-motorized facilities that link to transit
- Re-establish left-hand turns off Michigan Avenue in the Downtown District
- Partner with Eastern Michigan University for shared use of the College of Business Downtown Parking Structure
- Develop a reliable, affordable transportation system which directly links all the city's districts

2020 Task Force Transportation Recommendations

- 1. City Council Resolution to Develop and Implement a Comprehensive Ypsilanti Transportation Plan**
- 2. Pursue Funding Sources Which Address Non-Motorized Improvements Such As:**
 - **Surface Transportation Program Urban and Rural Funds**
 - **Congestion Mitigation / Air Quality (CMAQ)**
 - **Safe Routes to Schools**
 - **Private Funding**

2020 Task Force Transportation Recommendations

3. Support a County-Wide Transportation Millage
4. Develop Policies Which Support a Reliable, Affordable Inter- and Intra-City Transportation System
5. Complete Border-to-Border Trail

Lifecycles

Lifecycles: Overview

Ypsilanti is a city with diverse people, places and spaces for community growth and development. Our community needs are unique because we acknowledge our diversity and hope to serve all these groups. We have identified several categories for consideration. They are:

- Ethnic groups and multiculturalism
- Birth and early childhood
- Teenagers
- Young adults
- Families with children
- Working adults and young professionals
- The GLBTQ population
- Older singles
- Senior living
- End of life care

We hope that Ypsilanti can support intergenerational and multicultural mentorship programs to help facilitate our goals.

Overview, Continued

One theme of our approach has been to support aging in place, meaning you can be born and not have to leave the community to grow old and live your life fully and be supported by community collaborative activities. A major thrust of Ypsilanti's Life Cycles Initiative is to insure continuous education and programs integrated into our community life and located in designated community centers in various neighborhoods. These efforts will include Eastern Michigan University, Washtenaw Community College, the University of Michigan and the Riverside Arts Center.

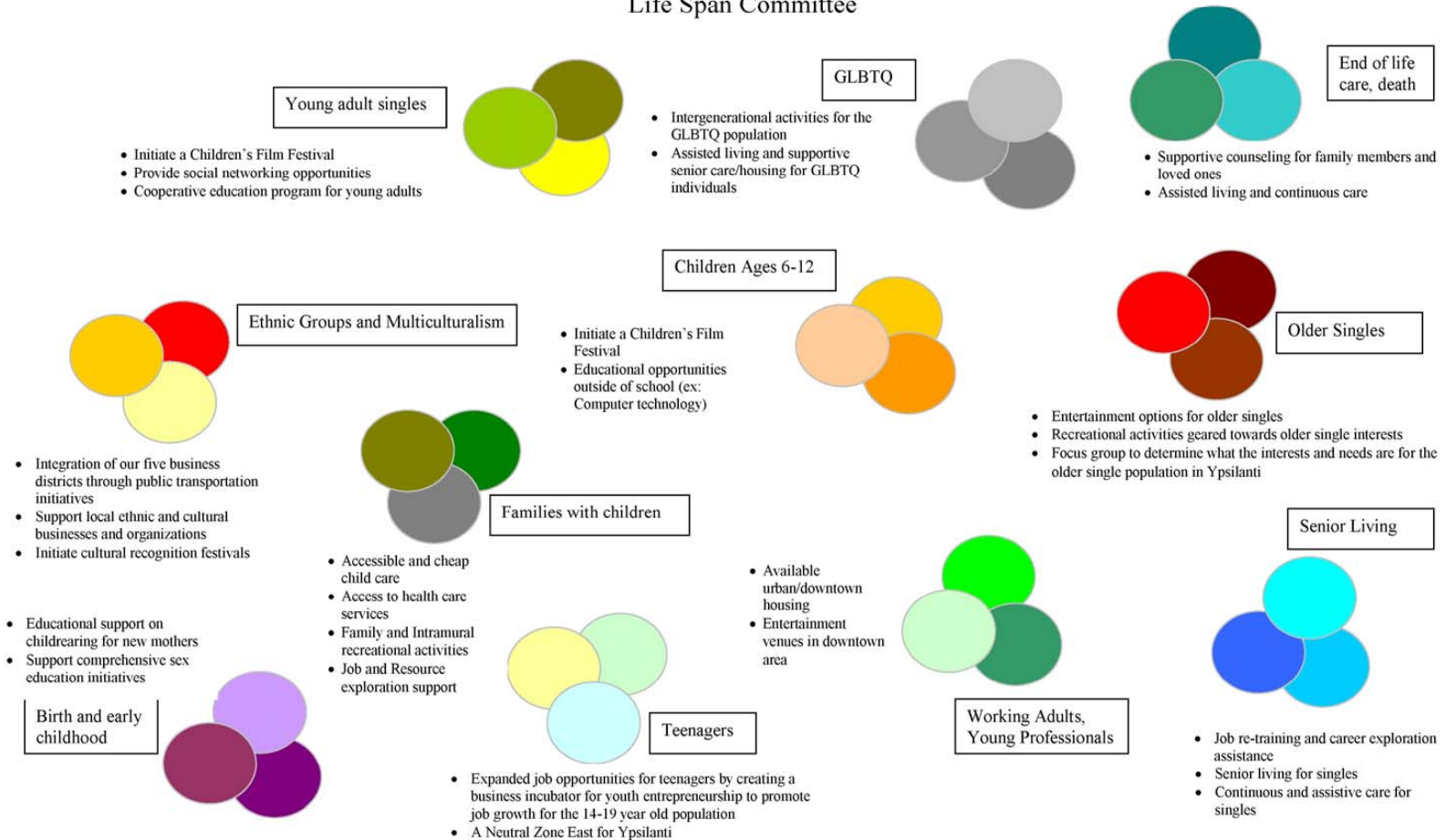
Our Suggestions...

- A city government- and community organization- sponsored printed & online newspaper that advertises and promotes community events, activities and news for each lifecycles category.
- Utilization of neighborhood locations for educational sites and meetings for local community groups.
- Community locations for all regional healthcare providers (like the SJMH Haab Building) and interaction between the city of Ypsilanti, the Ypsilanti Health Coalition, Corner Health Center, and other area health care providers (e.g. U of M & St. Joseph Mercy).
- Wireless internet is a community supported service to allow for growth and provide access for all citizens without barriers.
- Greater integration with educational institutions to provide lifelong learning experiences for citizens in and outside the formal education system. This will include, but is not limited to: early childhood education, prison re-entry programs, older adult learning experiences and in- home or adult care facility initiatives.

Further Suggestions...

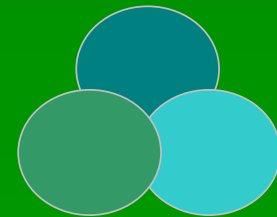
- Create a handicapped accessible environment while maintaining the goal of a walkable community within city limits.
- Maintain sustainable environmental practices by incorporating recreational activities at no cost by utilizing our natural resources.
 - a. Riverwalk
 - b. Bike paths
 - c. Soccer and baseball fields and outdoor tracks
 - d. Boat dock and refreshment stand in Riverside Park
- Create neighborhood support systems to keep local parks clean and safe. Encourage strong neighborhood associations and encourage membership in and support of COPAC. In order to make this happen city council members need to be actively involved in the neighborhood associations located in their wards.
- Create and support a multicultural center in the downtown library that offers diverse educational, entertainment and experiential educational opportunities for Ypsilanti residents.

2020 Taskforce Life Span Committee



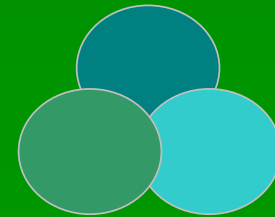
Birth & Early Childhood

- Educational support on childrearing for new mothers
- Support comprehensive sex education initiatives



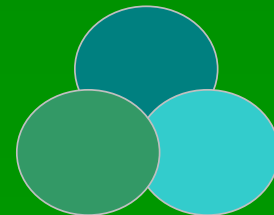
Families with children

- Access to affordable child care and health care services
- Family and intramural recreational activities
- Job and career exploration support



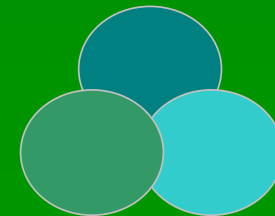
Children Ages 6-12

- Initiate a children's film festival
- Educational opportunities outside of school (e.g. computer technology)



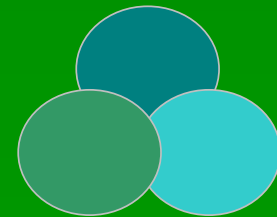
Teenagers

- Expanded job opportunities for teenagers by creating a business incubator for youth entrepreneurship to promote job growth for the 14-19 year old population
- A teen center in Ypsilanti based on the Neutral Zone model



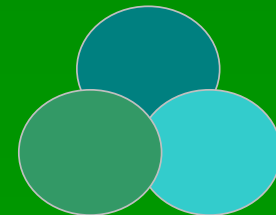
Ethnic Groups and Multiculturalism

- Integration of our eight business districts through public transportation initiatives
- Support local ethnic and cultural businesses and organizations
- Initiate cultural recognition festivals



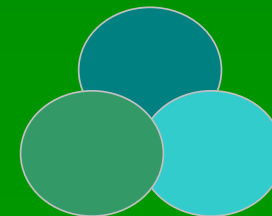
Young adult singles

- Provide social networking opportunities
- Cooperative education program for young adults



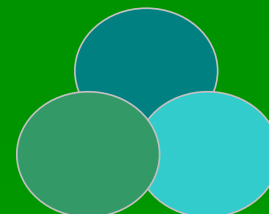
GLBTQ

- Intergenerational activities for the GLBTQ population
- Assisted living and supportive senior care/housing for GLBTQ individuals



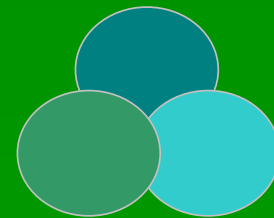
Working Adults, Young Professionals

- Available urban/downtown housing
- Entertainment venues in downtown area



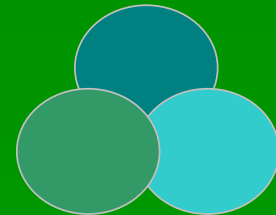
Older Singles

- Entertainment options for older singles
- Recreational activities geared towards older single interests
- Focus group to determine what the interests and needs are for the older single population in Ypsilanti



Senior Living

- Job re-training and career exploration assistance
- Senior living for singles
- Continuous and assistive care for singles



End of life care, death

- Supportive counseling for family members and loved ones
- Assisted living and continuous care, including hospice care



Recommendations

1. Hold a History of Ypsilanti storytelling festival presented by older adults.
2. Convene a focus group of Ypsilanti based organizations and local health care providers to assess and meet Ypsilanti's specific health care goals.
3. Launch a multicultural center in the downtown library.
4. Convene a focus group to determine the needs of older singles.
5. Create a film festival/seminar in collaboration with EMU and U of M for children, teens, and young adults to exhibit films and teach film-making skills.
6. Launch a pilot program called "Spark for Kids" at the Spark East location.
7. City council must follow through on transportation goals.
8. Follow through on ideas for printed and online newspaper and information-bearing kiosks.

Conclusion

- Questions
- Discussion
- Action Steps



© Carol Spears



Resolution No. 2020-020

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the City Council Meeting be adjourned, on call, by the Mayor or three (3) members of Council.

OFFERED BY: _____

SECONDED BY: _____

YES: NO: ABSENT: VOTE:

This resolution is adopted by the Council of the City of Ypsilanti and approved by the Mayor this day of

#Resolution No. 2020-020