

1. Agenda

Documents: [01- PLANNING COMMISSION AGENDA 09-19-2012 .PDF](#)

2. Packet

Documents: [09192012_PACKET .PDF](#)

Agenda
Planning Commission
Council Chambers
Wednesday, September 19, 2012 - 7:00 P.M.

I. Call to Order

II. Roll Call

Roderick Johnson, Chair	P	A
Mark Bullard	P	A
Gary Clark	P	A
Phil Hollifield	P	A
Daniel Lautenbach	P	A
Brett Lenart	P	A
Richard Murphy	P	A
Kelly Weger	P	A
Cheryl Zuellig	P	A

III. Approval of Minutes

- July 25, 2012

IV. Audience Participation

Open for general public comment to Planning Commission on items for which a public hearing is not scheduled.

V. Public Hearing Items & Presentations

- none

VI. Old Business

- Water Street Recreation Center update (TG)
Public input presentation from Urban Design Team scheduled for Thursday, Sept. 27 at SPARK East. Presentations at 4 p.m. and 7 p.m.
- Master Plan RFP process update.
- Site plan approval extension requests:
 - 328 E Michigan (Rent-A-Center)
 - 301 W Michigan (Key Bank Building)

VII. New Business

- Alley Vacation – East-west alley bounded by East Cross, River, Photo, and Ninde

VIII. Committee Reports

- Master plan update committee [Johnson, Lenart, Murphy]
- Ordinance committee [Bullard, Lautenbach, Weger]
- Nonmotorized committee [Murphy, Johnson]

IX. Future Business Discussion / Updates

Grove Road Capital Improvement Plan review; Food related ordinance amendments; disposition policy.

X. Adjournment

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**PLANNING COMMISSION
MEETING MINUTES
July 25, 2012
CITY COUNCIL CHAMBER
7:00 P.M.**

I. CALL TO ORDER

The meeting was called to order at 7:03pm

II. ROLL CALL

Present: R. Johnson, R. Murphy, D. Lautenbach, M. Bullard,
P. Hollifield, B. Lenart, K. Weger

Absent: C Zuellig, G Clark

Staff: Teresa Gillotti, City Planner
Bonnie Wessler, Planner I

III. APPROVAL OF MINUTES – June 20, 2012

Commissioner Murphy moved to approve the minutes of June 20, 2012 as read (Support: Weger) and the motion carried unanimously.

IV. AUDIENCE PARTICIPATION

None

V. NEW BUSINESS

1. Special Use Expansion: Green Vitality Remedies Expansion, 576 S Mansfield
This is a request for site plan and special use approval for expansion of an existing special use (medical marijuana growing facility) into a previously unused portion of the building. The initial special use permit and site plan approval were granted in August of 2011. This expansion would add approximately 3600 square feet to the business for a total of 7200 square feet. The applicant currently holds a City-issued Medical Marijuana Grow Facility License, as required, which was recently renewed. The expansion is to accommodate another caregiver, who will operate under Mr Hamama's existing license.

Staff recommended approval of the Special Use Permit expansion listing conditions and waivers. Staff also recommended approval of the Site Plan.

Chairman Johnson inquired about the status of the applicant's 'City-issued Medical Marijuana Grow Facility License. Staff responded that site visits had been conducted and the operation is currently substantially in compliance.

Commissioner Lenart moved to open the public portion of the hearing (Support: Lautenbach) and the motion carried unanimously. There was no public participation. Commissioner Bullard moved to close the Public Hearing (Support: Commissioner Murphy) and the motion carried unanimously.

After some discussion, Commissioner Lenart moved to approve the Special Use Permit expansion for Green Vitality Remedies at 576 S Mansfield with the following findings and conditions:

Findings: The application is substantially in compliance with §122-165(b).

Conditions: Special use approval shall be subject to approval of site plan.

The motion was supported by Commissioner Lautenbach. A roll call vote was taken and carried unanimously.

Commissioner Weger moved to approve the Site Plan for Green Vitality Remedies at 576 S Mansfield with the following findings, waivers, and conditions:

Findings

1. The application substantially complies with §122-127.

Waivers

1. From §122-704(c)(2), Off-street parking Landscaping, under §122-713, due to limited area to be screened.
2. From §122-706, Foundation Landscaping, under §122-713, to omit foundation landscaping along the northern frontage due to existing hardscaping.
3. From §122-712(e) under §122-713, to omit in-ground irrigation for manual watering.

Conditions

1. Install one tree at north-west corner of parking area per 8/2011 site plan approval

The motion was supported by Commissioner Murphy. A roll call vote was taken and carried unanimously.

2. Zoning Text Amendment: Food production, processing, and sales (TG)

Presentation & Public Hearing

Chairman Johnson gave a brief introduction to the topic. Staff discussed the history of the project as well as the composition and purpose of the proposed ordinance changes.

Goals include accommodate small-scale food production, such as church or school gardens, clarify for existing uses that gardens are permitted, such as front-yard gardens that have little or no lawn; to clarify guidelines for hoopouses/greenhouses as accessory buildings; to develop guidelines for hoopouses/greenhouses on

otherwise vacant land; and to clarify food production/distribution ordinances in business districts.

Discussed initial recommendations and then revisions presented that night.

Commissioner Murphy moved to open the public portion of the hearing (Support: Lenart) and the motion carried unanimously. There was no public participation.

- 1- Commissioners discussed potential setbacks for gardens, when gardens are a primary use.
- 2- Discussed zoning regulations, current and proposed, regarding hoophouses/greenhouses, as both accessory structures and on otherwise vacant lots
- 3- Discussed existing and proposed food production/ catering/ manufacturing/ brewing/ distilling ordinances.

Commissioner Murphy moved to close the Public Hearing (Support: Commissioner Weger) and the motion carried unanimously.

Commissioner Murphy moved to table proposed ordinance changes pending recommended changes from staff (Support: Commissioner Lautenbach) and the motion carried unanimously.

VI. OLD BUSINESS

- Climate Action Plan Update: the Climate Action Plan has been adopted by City Council. Implementation phase will be next, led by the Michigan Suburbs Alliance.
- Water Street Recreation Center update: UM design team will have two models available for feedback during Heritage Fest. A survey regarding potential uses will also be made available at that time.
- Master Plan RFP: A final draft was presented for comments; the RFP will be released on Friday, July 20, 2012.

VII. NEW BUSINESS

- Study Item: Potential road diet on Hamilton, Huron, and Washtenaw trunklines (BW) Staff presented a concept plan for adding parking and bicycle lanes on Washtenaw (from Emmet/Normal to Hamilton), Hamilton (from Washtenaw to Harriet), and Huron (from Cross to Harriet). The Planning Commission requested staff proceed with exploring these options and find out how to bring the plan to fruition.

VIII. COMMITTEE REPORTS

- Master Plan Update Committee – Murphy, Lenart – no update, RFP discussed earlier.
- Ordinance committee (Bullard, Lautenbach, Weger) – no update, food ordinance discussed earlier.

- Non-motorized transportation committee (Johnson, Murphy) Minutes of meetings held in May and June were included in packets.

IX FUTURE BUSINESS DISCUSSION/UPDATES

Due to lack of applications and attendance concerns, Planning Commission unanimously resolved (motion: Lenart > second: Murphy) to cancel the August Planning Commission meeting.

VI. ADJOURNMENT

Since there was no further business, Commissioner Murphy moved to adjourn the meeting (Support: Lenart) and the motion carried unanimously. The meeting adjourned at 9:31.



13 September 2012

Staff Review of Alley Vacation Request

GENERAL INFORMATION

Applicant:	Richard & Phyllis Reid Owners, 46 E Cross St
Application Date:	06 August 2012
Location:	Running east-west connecting Ninde to River St; south of E Cross and north of Photo St.
Zoning:	B3 – Central Business.
Action Requested:	Alley vacation.
Staff Recommendation:	Approval

PROJECT AND SITE DESCRIPTION

The Reids own the building at 46-54 E Cross (Enchanted Florist, The Hair Station, & Rejoice Clothing), and are requesting vacation of the alley that is located to the rear of that building. The alley physically does not behave as such, and has been treated by the adjacent property owners, as if it were private property. The alley vacation, if approved, would primarily provide a change in legal documentation, rather than a functional change of the property. The entire length of the alley is approximately 130 ft. long and 14 ft. wide, located directly behind the buildings. Parking is located to the south of this alley. Please refer to Figure 1 for a general layout of the area.

This alley does not exist in the original plat; there were no east-west alleys dedicated in the Compton & Showerman's addition, of which the subject properties are a portion. The alley appears to have been dedicated as a portion of lot 315 of the original plat at a later date. See figures 2 & 3 for a representation. Of note: there are no recent surveys available of the properties in this block and there are conflicting legal descriptions on the exact location of the alley and related property lines. For example, Washtenaw County GIS parcel lines indicate that a portion of 56 E Cross may be in the alleyway. Review of deeds from 1990 onward indicate this is not the case. Washtenaw County GIS, as well as the legal description, also indicates that 56 E Cross owns a portion of River Street. Review of deeds, although conflicting, indicate that this is not the case. Overall, the legal boundaries have shifted quite a bit from the original plot, and successive deeds for what appear to otherwise be the same property, have differing legal descriptions. Thus, it is impossible for staff to determine the precise location of the alleyway in question or whether there have been encroachments upon it. AS a result, staff is recommending a boundary survey of all properties in the block bounded by River, Ninde, Photo and E. Cross prior to execution of the vacation.

Figure 1: Location & Aerial

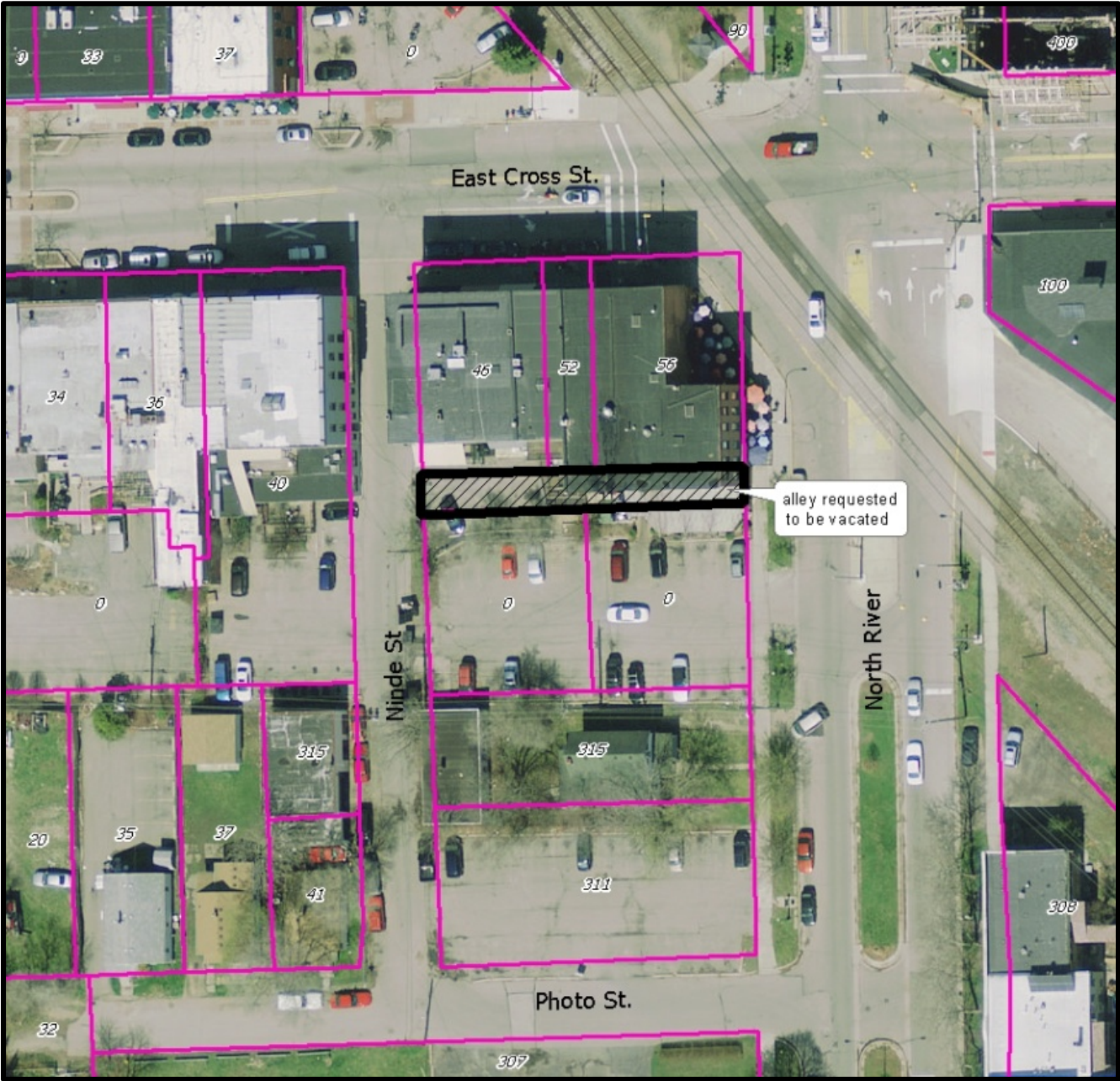
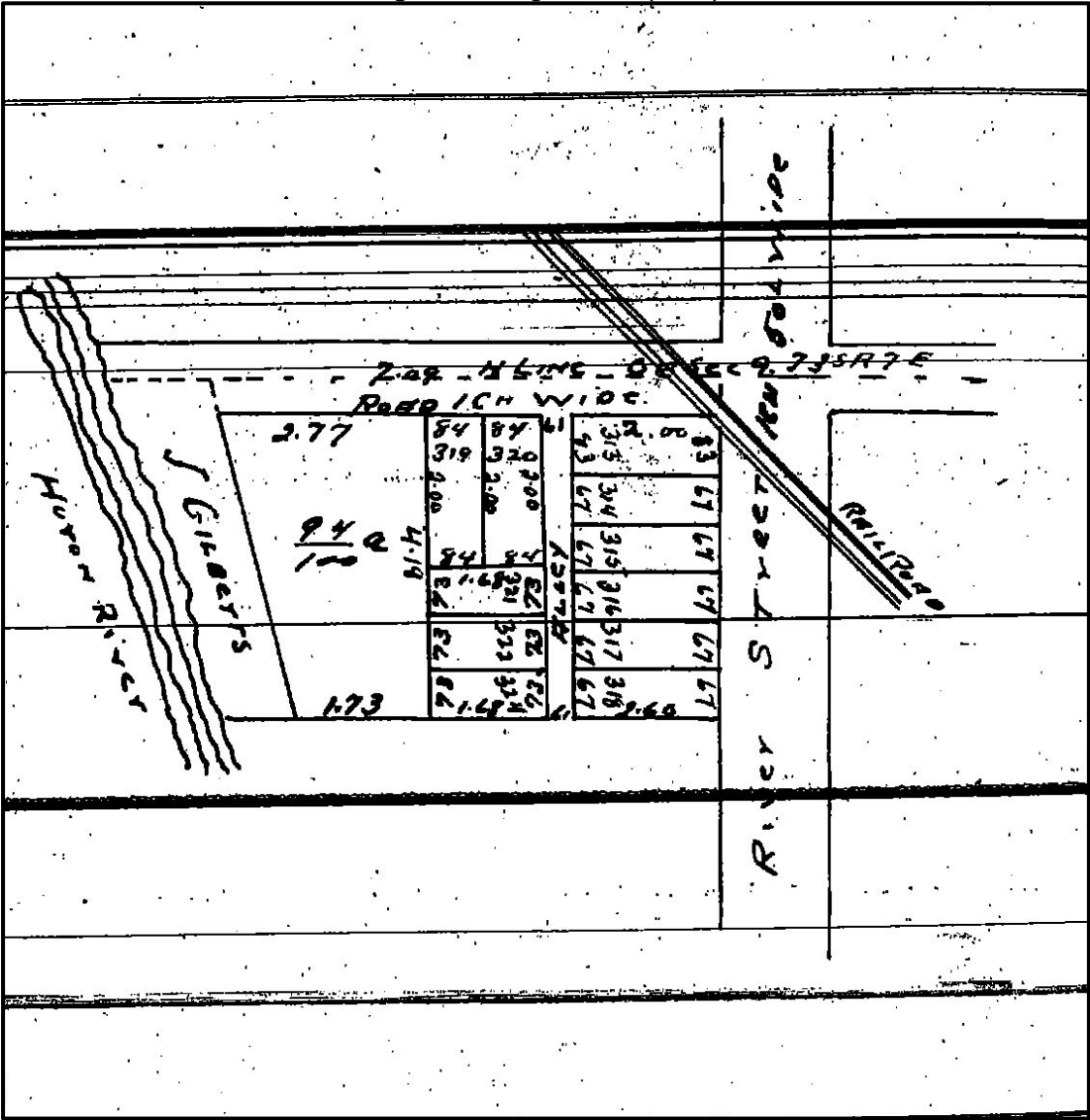
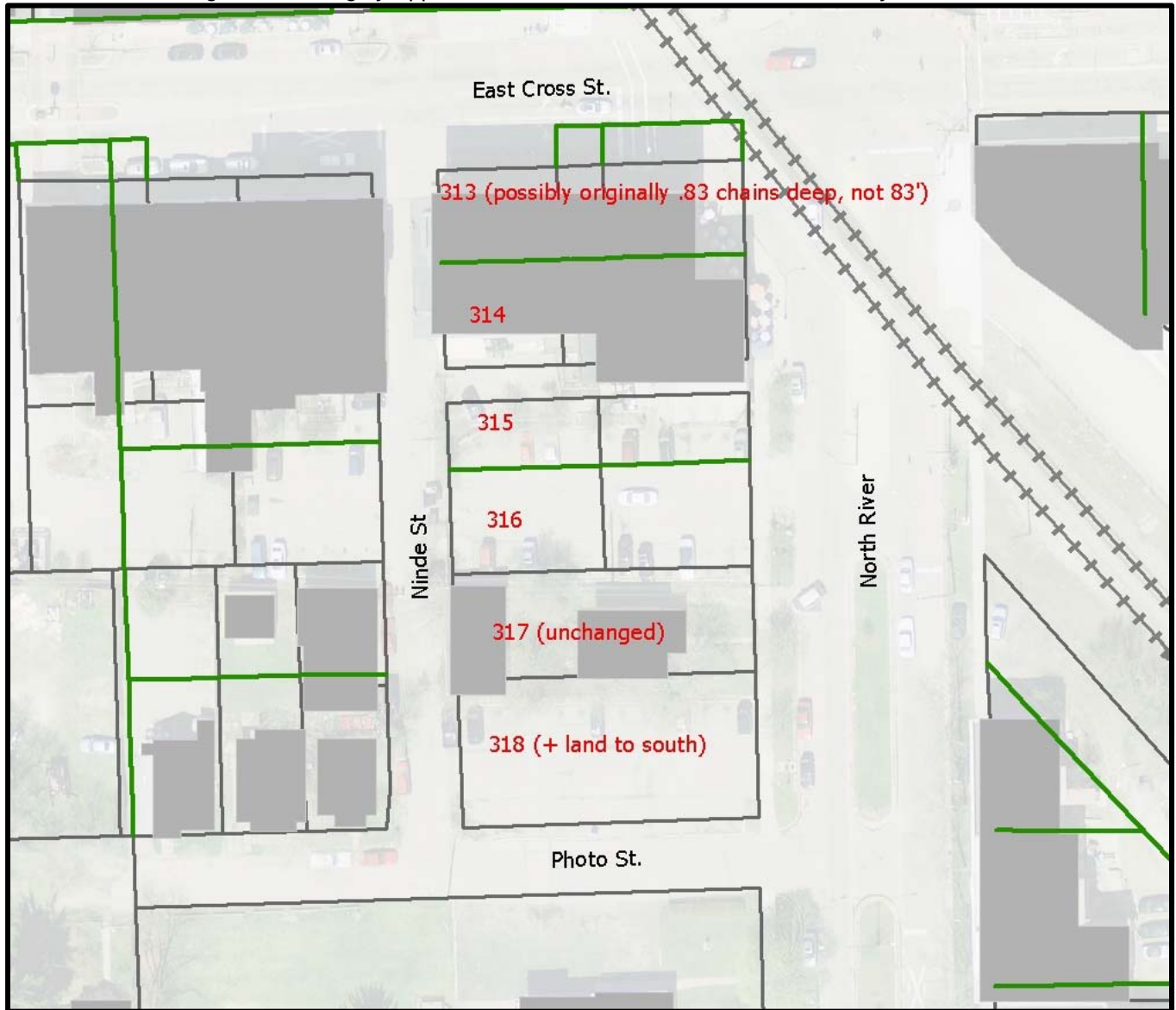


Figure 2: Original Plat (1840)



Note: all measurements appear to be given in chains (one chain = 66 feet). Note also that lot 313, at the corner of Cross and River, is marked as "83" deep rather than the "67" deep of the lots to the south.

Figure 3:
Original Plat Roughly Approximated With Modern Boundaries and Alley Location



Note that the building(s) on original lot 313 extend south past the lot lines shown. The buildings are, at their deepest, 81' deep.

Lot 317 (315 N River), dimensions apparently unchanged since the plat per the legal description, is approx 45' deep, which is consistent with .67 chains.

ALLEY VACATION STANDARDS

Section 94-291 requires that the standards in 94-271 be followed for vacating a public alley, and any other factors that would be important to consider in this specific case. The five (5) standards required to be considered and our comments are as follows:

1) Whether the alley services a residential, single-family, multi-family or business area.

The area in question is zoned B3, Central Business. To the north, east, and west are commercial uses; to the south is parking, and south beyond that is a 3-unit a residential use. The alley is directly to the south of the buildings; a portion is occupied by parking spaces.

2) Whether the closing will create an undue burden on traffic.

As currently arranged, no traffic uses the alley.

3) Whether the closing is necessary to prevent traffic from traveling through the neighborhood to destinations outside the neighborhood or other safety factors such as speed of traffic, frequency of use, the size and condition of the alley.

Through traffic is not a concern.

4) The wishes and desires of the majority of the neighborhood.

There are five properties adjacent to the alley owned by two parties. Both parties support the vacation of the alley. In accordance with the ordinance, public notification and hearings at an upcoming City Council meeting.

5) The present and future interests of the city considering planning for the entire city.

The vacation of this alley has no implications regarding providing adequate circulation for future loading/unloading, trash removal, and parking; those interests are being served by a shared-use access agreement-in-fact between the owners of the adjacent parcels. The alley does not serve as a connection between River and Ninde; that function is served by Photo St. A formal easement would provide legal rights to this access for current and future owners.

FIRE PROTECTION, SNOW REMOVAL, TRASH COLLECTION

Other factors that may be important to consider for this request include fire protection, snow removal, and trash collection.

Snow removal: snow removal for the alley is currently done privately. The alley does not serve as a “through route” for City snow removal or trash removal vehicles.

Fire protection: fire department connections for the buildings are located on the East Cross frontage. A fire hydrant is located on River near the intersection of Cross and River. The perimeter of the entire building “block” is approx 430 feet. Fire Department has no objections to the vacation.

Trash collection: trash collection is done by a private hauler on private property. Alley vacation would not affect it.

SUMMARY AND RECOMMENDATION

As the alleyway does not serve a vital function for the neighborhood, and that its vacation will not negatively affect the health, safety, welfare, or traffic/freight patterns of the neighborhood, staff recommends that the alley be vacated. However, to eliminate confusion about parcel boundaries in the future, staff strongly recommends that the block in question be surveyed prior to executing the vacation of the alleyway. Staff further recommends that a shared use access easement be executed along adjacent properties to ensure future access.

Bonnie Wessler, Planner I
c.c. File
Applicant (via email)

August 2012 Ypsilanti Non-Motorized Advisory Committee Meeting Minutes

1. Call to order - The meeting was brought to order at 7:05pm, August 2, 2012 at the Ypsilanti District Library, 229 West Michigan Avenue, downtown Ypsilanti. Committee members in attendance were Kevin Hill and Bob Krzewinski.
2. Introductions
 - a. Audience participation – A meeting participant indicated the problems faced with mobility-impaired individuals. A suggestion was made to use the new City Action & Request Center web page (<http://cityofypsilanti.com/ActionRequestCenter>) to report pedestrian and bicycling problems as the City does actively follow up submissions.
3. General business
 - a. Agenda approval – Motion by Hill, second by Krzewinski, to accept the agenda and approved unanimously.
 - b. Approval of June meeting minutes (no July meeting) - Motion by Hill, second by Krzewinski, to accept the June meeting minutes and approved unanimously.
 - c. Committee communications received – None. .
4. Old business
 - a. Complete Streets improvements update - West Cross Street non-motorized improvements expected to begin in August. .
 - b. Downtown bike routes-signage-maps – Jake Albers of the Ypsilanti Downtown Development Association (DDA) will continue to work with Adam Gainsley on a Ypsilanti specific bicycling map.
 - c. Additional bike parking hoop locations – Jake Albers created a series of maps showing bicycle rack locations. The general feeling of the DDA was that before any new bicycle parking loops are added a full inventory of present racks should be completed. .
 - d. City Non-Motorized web page – Content (i.e. past meeting minutes and agendas) is being added to the web page. A suggestion was also made to add more informational items to the Non-Motorized page such as the “positives” of non-motorized transportation (Bob Krzewinski will work on adding this information).
 - e. 2012 Non-Motorized Committee Priorities – Adam Gainsley is continuing work on the League of American Bicyclists “Bike Friendly Community” application.
 - f. Labor Day Bridge Walk – The City Parks & Recreation Commission will be holding a Labor Day Ypsilanti “Bridge” walk for those unable to attend the “big” walk across the Mackinac Bridge. The start of the walk will be at 9am on Labor Day at Library Plaza Park next to the downtown Library.
5. New Business
 - a. Planning Department update – Bonnie Wessler of the City Planning Department gave an update on preliminary “road diet” plans for the City on Washtenaw Avenue, Huron Street and Hamilton Street. These road diets would basically reduce traffic lanes in sections and adding parking spots as well as bike lanes while at the same time tending to lower traffic speeds due to the perception of a narrower street. Bonnie also gave an update on the “Imagine Washtenaw” project which among other things would improve non-motorized aspects of Washtenaw Avenue. Bob Krzewinski gave an update on subjects he recently talked over with the City Planning Department that are non-motorized related.
 - b. Heritage Festival valet bicycle parking – This bicycle parking service will again be held this year with a non-motorized information table also being planned.
6. Other items – A flyer for portable, economical special event bicycle racks was given to Kevin Hill for possible action by the DDA.
7. Adjournment – Next meeting Thursday, September 6, 2012, Ypsilanti District Library. A motion was made by Hill, seconded by Krzewinski, to adjourn the meeting, passing unanimously.