

1. Agenda

Documents: [01- PLANNING COMMISSION AGENDA 05-16-2012 .PDF](#)

2. Packet

Documents: [MAY 16 PLANNING COMMISSION .PDF](#)

**Agenda
Planning Commission
Council Chambers
Wednesday, May 16, 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

- March 21, 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

- Climate Action Plan (TG and Michigan Suburbs Alliance)
Presentation

VI. Audience Participation

Open for public comment on Climate Action Plan

VII. Old Business

- Water Street Recreation Center Update (TG)
 - Committee member update

VIII. New Business

- 328 E. Michigan – Rent-a-Center expansion Site plan (BW)
- Disposition policy draft

IX. Committee Reports

- Master plan update committee [Johnson, Murphy, Lenart]
- Ordinance committee [Bullard, Lautenbach, Weger]
 - Minutes
- Non-motorized transportation committee [Johnson, Murphy]
 - Minutes: March 2012
 - Minutes: April 2012

X. Future Business Discussion / Updates

XI. Adjournment

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**PLANNING COMMISSION
MEETING MINUTES
March 21, 2012
CITY COUNCIL CHAMBER
7:00 P.M.**

I. CALL TO ORDER

The meeting was called to order at 7:02 p.m.

II. ROLL CALL

Present: R. Johnson, K. Weger, C. Zuellig, G. Clark, B. Lenart, D. Lautenbach, M. Bullard, P. Hollifield

Absent: R. Murphy (excused)

Staff: Bonnie Wessler, City Planner I
Nan Schuette, Executive Secretary

III. APPROVAL OF MINUTES – February 15, 2012 and March 14, 2012

Commissioner Lenart moved to approve the minutes of February 15, 2012 as read (Support: G. Clark) and the motion carried unanimously. Commissioner Bullard moved to approve the minutes of March 14, 2012 as read (Support: P. Hollifield) and the motion carried unanimously.

Chairman Johnson acknowledged Vice Chair Murphy for filling in for a very efficiently run March meeting.

IV. AUDIENCE PARTICIPATION

None

V. OLD BUSINESS

1. Water Street Recreation Center Update

City staff has been meeting regularly with the Washtenaw County Parks & Recreation (WCPRC) on creating a timeline for moving the project forward, as well as determining appropriate

milestones for the project. WCPRC is looking to create several committees to help coordinate several components of the project. The various committees are: Steering Committee, Architecture & Site Planning, Greenway/Border-to-Border Trail, Infrastructure & Environment, and Partnerships & Funding. Three Planning Commission members volunteered to be on the sub-committee for the Architecture & Site Planning and Border to Border committees: Kelly Weger, C. Zuellig and G. Clark.

2. City Council Water Street Work Session

CBRE Contract expansion was approved by City Council.

VI. NEW BUSINESS

1. 301 W. Michigan

Ms. Wessler stated that this request is for site plan approval for the Key Bank Building parking lot at the south-east corner of Michigan and Hamilton for significant renovation of parking lot, including capital improvements to the right-of-way. The applicant is requesting site plan approval for renovations of the existing parking lot, closure of two existing curb cuts along S. Hamilton Street, one of which is not in use, the reconstruction of existing sidewalks and pedestrian crossing ramps, the relocation of the dumpster, burying of utility lines, significant changes to landscaping and an overall reduction in the number of parking spaces to 190.

The foundation landscaping beds will be retained but they will be adding some trees and shrubs. They will be re-using some of the lighting on site, rearranging a couple of poles. One of the planting beds on the northeast is currently made of timber, which will be replaced with brick.

Chairman Johnson noted that staff had recommended approval of this request and proposed capital improvements for the site, granting a waiver to accept proposed foundation landscaping since it would be cost prohibitive to add more landscaping, and they are surrounded on all sides with parking area. Staff also listed various conditions that are required.

Commissioner Lautenbach asking about a lighting plan and Ms. Wessler responded that this was not necessary since they will be using existing lighting. Commission Zuellig had a number of concerns on planting requirements along Hamilton and Ferris.

Ms. Wessler added that due to the location of the Farmer's Market on Ferris during the summer, this was one of the reasons for keeping the landscaping to a minimum.

Todd Ballou, architect for the project - had no presentation but was willing to answer any questions by board members. Chairman Johnson referred to aisle 17, south of the building, adding that apparently there is no protection there and staff is asking for a reasonable curb or island. Mr. Ballou had no problems with the loss of one parking space for an island at the north end. Chairman Johnson also referred to the discussion on adding landscaping along S. Hamilton, which is not up to code and would like more.

Ed Berch, Franklin Realty - stated that they have difficulty with snow removal in the winter and need a place to stack the snow and typically, it has been at the southwest end of the lot.

Commissioner Lenart had no problems granting the waiver for the required screening since it would drastically improve the site. He was also of the opinion that continuous screening all the way around the site would be unnecessary.

After much discussion, Commissioner Lenart moved to approve the request for site plan approval for significant renovation of parking lot at Key Bank Building, 301 W. Michigan Avenue including capital improvements to the right-of-way with the following findings:

Findings:

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

Waivers:

1. Planning Commission grants waiver requested to accept proposed foundation landscaping, with the finding that the benefit intended to be secured by Sec 122-706 will exist with less than the required landscaping or screening.
2. Planning Commission grants waiver requested to accept the perimeter parking lot screening as provided as opposed to in full compliance with Sec 122-704 (b)(2) with the proposed site plan amendment between staff and applicant to focus more of the plantings along the south property line to the residential area adjacent to the site.

Conditions:

1. Show size, location, and lighting of existing monument signs and building sign.
2. Indicate the sizes of directional signs, which may not exceed two square feet per sign.
3. The nine proposed angled parking spots along the east end of the site are verified with staff to acceptable maneuverability of the travel lane.
4. Addition of a parking lot island at the north end of the easternmost north/south aisle with raised curbed island.
5. Existing and proposed calculations shall be provided for the net increase/decrease of impervious surface.
6. All stormwater plans are to be reviewed by staff and City's consulting engineer.
7. Documentation of existing overhead utilities being relocated underground to be a viable and feasible option.
8. All permits be sought and received from MDOT for work within the Michigan Avenue and Hamilton Street right-of-way.

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

VIII. COMMITTEE REPORTS

- Master Plan Update Committee – Johnson, Murphy, Lenart – no update
- Ordinance committee (Bullard, Lautenbach, Weger)

Minutes of meeting held on February 8, 2012 were included in packet.

- Non-motorized transportation committee (Johnson, Murphy)
Ms. Wessler provided some information on the speed study that took place involving a number of Michigan trunk lines and the possibility of raising the speed limit. She listed the proposed speed limits on the various streets in the city that will likely take place within the next 2-3 months.

Minutes of meeting held February 2, 2012 were included in packet
Annual Report for 2011 was included.

- Capital improvements plan committee (yet to meet)

IX FUTURE BUSINESS DISCUSSION/UPDATES

None

VI. ADJOURNMENT

Since there was no further business, Commissioner Lenart moved to adjourn the meeting (Support: G. Clark) and the motion carried unanimously. The meeting adjourned at 8:00 p.m.

Climate Action Planning City of Ypsilanti

Planning Commission Review

May 11, 2012

DRAFT

Acknowledgments

The City of Ypsilanti

Teresa Gillotti, City Planner
Stan Kirton, Director
City Council {{names}}
Planning Commission {{names}}

Community Organizations

Eastern Michigan University
Growing Hope
EMU PLACE
Transition Ypsi

Michigan Suburbs Alliance

Valerie Bieberich, Community Outreach
Stephanie Chueh, Intern
Sarah Hoerl, Project Assistant
Richard Murphy, Transportation Director
Melanie Piana, Deputy Director

WARM Training Center

Amanda Cross, Intern
Joel Howrani Heeres

Introduction

This project is a collaborative effort made possible by a grant awarded to the City of Ypsilanti by the Michigan Department of Environmental Quality in August 2010. In partnership with the Michigan Suburbs Alliance, the city of Ypsilanti, Hazel Park and Southgate individually received \$50,000 to develop a model process for small-city climate action planning. From 2010 to 2012, with leadership from the Michigan Suburbs Alliance, Ypsilanti is helping develop a basis for climate action planning for small cities that takes into account the cities limited resources and builds upon the tightly-knit nature of our local communities to effect change.

The cities set three goals to define the small-city climate action planning process. First, test and model Greenhouse Gas emission reduction planning strategy for small cities in southeast Michigan. Second, engage a broad and diverse citizenry in reducing our collective carbon footprint. And third, develop a local climate action plan with strategies for transportation, buildings, renewable energy and government operations. From this process, the final products will be a model process plan for other cities to follow, a library collection of best practice strategies to reduce greenhouse gas emissions and a city-specific climate action plan adopted by city council.

A successful city climate action plan is best defined and supported by local residents and businesses. Citizens must feel empowered and included in the city's development activities to create the plan. Ypsilanti convened a dedicated group of local stakeholders to participate in community forums to focus specific areas to identify how the city can reduce the impact of climate change in their community. These community-based forums focused on specific areas, including:

- Increased public transportation options and sustainable land use practices.
- Research and development of options for renewable energy use throughout the city.
- Energy efficient building practices for residential, commercial, and municipal structures.
- Increased efficiency and sustainability of local government operations including: DPW plan operations, recycling and solid waste, and environmental purchasing.

What Is Climate Action Planning?

Climate change is by definition global and cannot be addressed by one community acting alone. Many mitigation efforts, however, can only be implemented at the local level, and community-scale strategies must be developed.

The local communities where we live and work present many opportunities to reduce greenhouse gas emissions, simultaneously addressing climate change and providing direct local benefits. While small cities may not be able to match national examples like Chicago for big flashy efforts, they have the ability to tailor efforts to local concerns.

From the scale of the individual home to the citywide street network, local action can help slow climate change while also saving money, improving quality of life, and supporting new business and employment opportunities.

Statement of Purpose

Despite debate over the last decade, there is an overwhelming scientific consensus that human contributions of greenhouse gases (GHG), primarily carbon dioxide and methane, are having a profound effect on our global climate. Although concrete predictions have not been made, international scientific and political communities recognize that elevated temperatures, loss of habitat and species, and economic hardships due to damage from severe weather patterns and changes in natural resources are just some of the substantial changes we may experience in the coming years if action is not taken to reverse the current climate change trend.

In 2011, the City of Ypsilanti joined the Millennial Mayors Congress, a collaborative body of veteran and emerging civic leaders who focus on the development of replicable models for local action that will produce a more prosperous, environmentally sustainable and equitable Detroit region. Each of the 23 participating communities is represented by a city official and a Millennial, or 18-35 year-old, resident. In December 2009, the Congress adopted the Energy Savings Protocol, setting a goal of reducing government uses of energy from non-renewable sources to 25% below 2005 levels by 2015. Now they are working together to implement localized approaches to this regional goal.

The cities of Southgate, Hazel Park and Ypsilanti have stepped up to lead the Congress in modeling the climate action planning process. Together, we seek to assess strategies for community engagement, devise plans for reductions in municipal GHG emissions, and develop and test strategies targeting community-wide emissions due to limited transportation options, inefficient buildings, and dependence on fossil fuels. The collective goal is to develop and test components of a climate action plan in these areas that will result in a measurable reduction of GHG emissions from both city government and community activities.

Why Ypsilanti? Why now?

Ypsilanti has already established itself as a leader in energy conservation and related issues, both through the leadership of City Hall and the energy of the community at large. A Climate Action Plan for Ypsilanti will allow the community to appropriately tackle next steps--as well as to communicate the city's progress.

Municipal efforts in the past few years have included a number of significant energy-related projects, and have been effective in an "opportunistic" approach: incorporating energy efficiency measures into already-planned projects, or leveraging outside funding opportunities to undertake projects that both reduced greenhouse gas emissions and brought other benefits. These projects have included:

- Recent renovations to the city's Senior Center and Parkridge Community Center included measures like insulation, more energy-efficient windows and boiler upgrades, in addition to work needed for structural maintenance and better ADA access.
- City Hall features a 2.5 kW photovoltaic array, installed in 2010 with the help of the Solar Ypsi initiative. During this project, the Historic District Commission also developed explicit

guidelines in support of appropriate installation of solar panels on historic properties, streamlining future installations.

- A 2011 streetscaping project on West Cross used LED fixtures in the new streetlights, a choice expected to save the city over \$3,500 a year in energy and maintenance costs.
- Currently, the city is establishing a municipal tree nursery to provide for shade tree planting along public streets and in parks at a fraction of the cost of purchasing mature trees. This work is funded by a Great Lakes Restoration Initiative grant, and also includes a workforce training component.
- Ypsilanti has leverage Congestion Mitigation and Air Quality grants for several recent projects, ranging from the construction of a segment of the “Border to Border” bike/walk trail to the replacement of the city’s aging street sweeper with a lower emission-producing model.

Looking more broadly, the Ypsilanti community includes a number of citizen groups and non-profits interested in climate-related issues. Whether bicycling, gardening and farmers markets, renewable energy or general sustainability, the community’s tradition of vibrant civic engagement provides both momentum and opportunity for new, coordinated efforts.

Finally, Eastern Michigan University, which occupies a quarter of the city’s total area and has an enrollment greater than the city’s total population, has incorporated energy efficiency measures into its recent capital projects: the renovation and expansion of the Mark Jefferson Science Complex alone included energy-related improvements that will save an estimated \$400,000 in annual operating costs and eliminate over 3,000 mtCO₂e in annual greenhouse gas emissions. The University has also taken steps to support transit commutes and encourage staff to live locally.

Through the sum of these efforts, Ypsilanti is already actively, though not always explicitly, pursuing climate change mitigation. What the community lacks is specific priorities: while the opportunistic approach has worked well in a number of cases, a strategic look at various options will help the city more strategically select projects--an important consideration in a time of extremely limited funds and staff time.

What this plan contains

[Paragraph overview of the rest of the report]
Prose version of TOC. TBD

Our Methodology

GHG Data Collection

Developing realistic implementable strategies to mitigate the impacts of climate change relies on a proven methodology to establish and analyze an inventory of Greenhouse Gas for the City of Ypsilanti. An inventory of greenhouse gas establishes a baseline of emissions for both the government and community sectors, which is then used to develop strategies and measure future reductions of greenhouse gas emissions resulting from the implementation of those strategies.

Our approach and methodology to create a GHG inventory followed the nationally recognized Local Government Operations Protocol (LGOP), developed in partnership by the California Air Resources Board (ARB), California Climate Action Registry (CCAR), and ICLEI – Local Governments for Sustainability (ICLEI), in collaboration with The Climate Registry and dozens of stakeholders. This methodology was designed to provide a standardized set of guidelines to assist local governments in quantifying and reporting GHG emissions associated with their government operations.

Data Collection & Measurement

The Protocol provides the principles, approach, methodology, and procedures needed to develop a local government operations GHG emissions inventory. It is designed to support the complete, transparent, and accurate reporting of a local government's GHG emissions. The Protocol guides participants through emissions calculation methodologies and reporting guidance applicable to all U.S. local governments.

The Local Government Operations Protocol indicates that GHG emissions must be measured ONLY from sources over which a local government has operational control. A local government has operational control over an operation if the local government has the full authority to introduce and implement its operating policies at the operation. One or more of the following conditions establishes operational control:

- Wholly owning an operation, facility, or source; or
- Having the full authority to introduce and implement operational and health, safety and environmental policies (including both GHG- and non-GHG- related policies).

Under the operational control approach, a local government accounts for 100 percent of emissions from operations over which it has operational control. It should be emphasized that having operational control does not mean that a local government necessarily has authority to make all decisions concerning an operation. For example, big capital investments will likely require the approval of all the partners that have joint financial control.¹

¹ Local Government Operations Protocol, p. 14. <http://www.icleiusa.org/programs/climate/ghg-protocol>

Identifying GHG Operational Boundaries

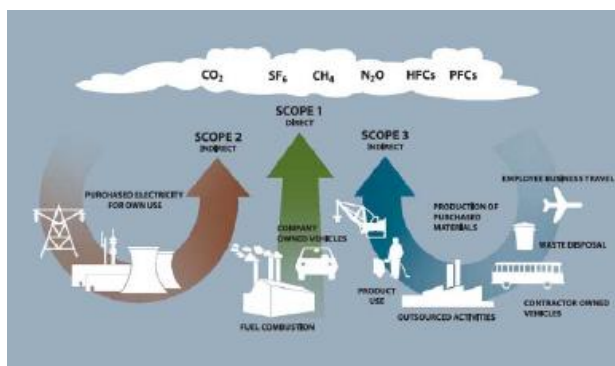
What is Scope?

To separately account for direct and indirect emissions, to improve transparency, and to provide utility for different types of climate policies and goals, this Greenhouse Gas Assessment follows the WRI/WBCSD GHG Protocol Corporate Standard in categorizing direct and indirect emissions into “scopes” as follows:

Scope 1: All direct GHG emissions (with the exception of direct CO₂ emissions from biogenic sources).

Scope 2: Indirect GHG emissions associated with the consumption of purchased or acquired electricity, steam, heating, or cooling.

Scope 3: All other indirect emissions not covered in Scope 2, such as emissions resulting from the extraction and production of purchased materials and fuels, transport-related activities in vehicles not owned or controlled by the reporting entity (e.g., employee commuting and business travel), outsourced activities, waste disposal, etc.

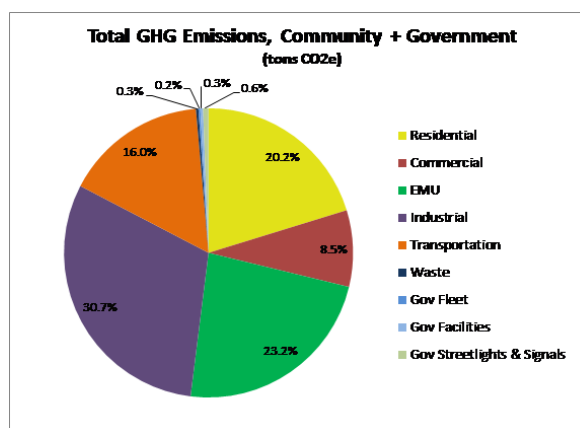


Ypsilanti's Baseline Emissions & Existing Conditions

Over 15 months, the city of Ypsilanti and its consultants, Michigan Suburbs Alliance and WARM Training Center, collected available energy usage data, concentrating collection efforts across four main sectors: Buildings (commercial, industrial, residential and government), Culture Change (events, celebration and education), Infrastructure (water, waste and energy generation), Land Use and Transportation (zoning and modes of traffic). Data was collected primarily from city departments (energy bills, fleet fuel usage, gas bills, etc), DTE Energy, Southeast Michigan Council of Governments and the U.S. Census. Combined, these four sectors provide an accurate summary of Ypsilanti's total community and municipal emission usage profile and existing conditions. These GHG emission baselines, analyzed by sector, provide a path to align community emission reductions goals with realistic strategies and resident desire to positively impact existing conditions, thereby reducing the city's impact on climate change.

Community & Government Emissions

The community of Ypsilanti participated in activities that contributed 302,710 metric tons of GHG emissions (CO₂e) into the atmosphere in 2005/2008, equivalent to 15.0 metric tons per capita for the city. On average, US Emissions per capita in 2000 were 24.5 metric tons CO₂e for comparison, though some of the difference in these numbers is due to emissions that were considered “out of scope” for this plan, such as freeway travel[i].



The Ypsilanti city government contributed 3,387 metric tons of emissions, about 1.1% of the total emissions. Municipal emissions are typically a small percentage of the overall community emissions profile. However, local government has a number of levers from which to change not only its own behavior, but also that of its citizens. Local governments have control over the processes, technologies, and procedures that result in municipal emissions. A dedicated focus on these emissions can be a productive source for emissions reductions.

Local Government Scope Emissions

Scope 1 emissions: fossil fuel combustion and fugitive emissions in both governmental buildings and facilities and fleet and transit vehicles.

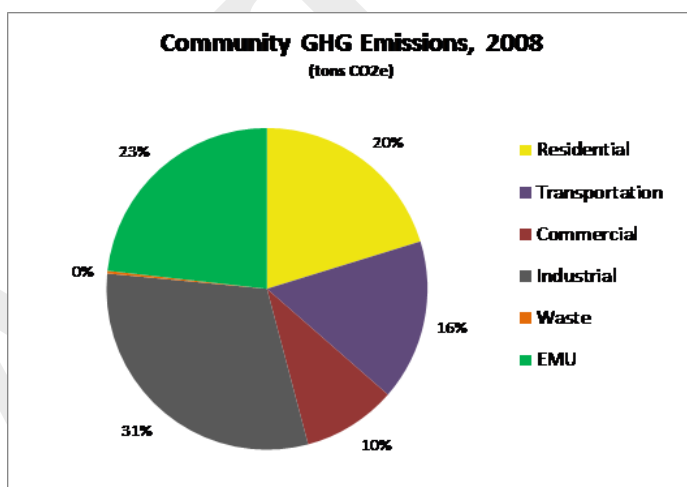
Scope 2 emissions: electricity generation for lighting and air conditioning in municipal buildings.

Scope 3 emissions: contracted services, government waste disposal, and employee commute.

Community Sector Emission Usage

The commercial sector in Ypsilanti was the greatest contributor to GHG emissions, with 9.5% of the total emissions plus 23% additional commercial from Eastern Michigan University (EMU). Industrial followed close behind at 31%. Residential was third, with 20% of the total emissions. Transportation emitted 16% of total emissions. Emissions from community waste, a “Scope 3” source, made up 0.3% of the overall emissions profile.

The large contributions of the industrial and commercial sectors are attributed to two factors. First, Eastern Michigan University, a large part of the Ypsilanti community, was a large commercial emitter, producing 70,228 metric tons of CO₂ equivalent emissions in 2008. EMU’s emissions were considered additive to the existing community emissions. Another methodological issue due to unclear data scope could have also led to the large contribution of industrial and commercial to overall community emissions. See the Electricity/Natural Gas methodology section for an in-depth explanation.



Emissions by Scope and Sector

Examining emissions by scope is an important component of any GHG assessment. Scopes are important for prioritizing investments to reduce impacts. Scope 1 and 2 emissions are the most directly influence-able by local action and thus most inventories only include scope 1 and 2 emissions in their totals. Scope 3 emissions are those emissions either partly or wholly outside of the geographic bounds of the city.

For Ypsilanti, Scope 2 emissions are more than double Scope 1 emissions. Scope 3 emissions are attributed to sources outside of the city and in Ypsilanti’s case, include emissions from the miles travelled for all trips beginning or ending with the city (including those miles travelled outside of the city) and the fugitive emissions (largely methane) from garbage produced by city residents and businesses and sent to the Woodland Meadows landfill, operated by Waste Management.

Overall Ypsilanti Emissions Reduction Goals

From the baseline greenhouse gas emissions level of 302,710 metric tons CO₂-equivalent, a target was selected of reducing this amount by 50% by 2050, or approximately 12.5% (37,838 mtCO₂e) per decade. This number was selected based on a review of climate planning efforts around the country and a consideration of feasibility: many of these used targets of 80%-100% emissions reductions by 2050, but this number was considered unrealistic for Ypsilanti's plan, based on the more limited powers of a smaller city on issues like regional land use or travel patterns.

For more data and analysis about the city of Ypsilanti's GHG emission usage by community, sector and source, reference City of Ypsilanti's GHG Assessment Analysis, Appendix A.

Public Engagement

The City of Ypsilanti chose to create this local climate action plan through a community-driven process. By engaging residents from the very beginning of the process, a greater variety of ideas will make it into the plan, and the community as a whole will be more likely to support its implementation. This ensures that the final plan is driven by residents and grounded in reality, taking into account local challenges and resources. Ypsilanti already had a base of climate activists; however, these stakeholders were acting largely independently of one another, and with varied purpose. The goal for the planning process was to bring together these parties with less-engaged citizens around the creation and later implementation of a climate action plan.

Suburbs Alliance consultants began community outreach in September 2011 with a series of stakeholder interviews intended to orient project staff to community conditions and local expertise. These conversations identified a core group of project participants who created connections to the broader community. Citizen participation was invited through a series of five community meetings, an online platform (<http://climateplan.uservoice.com>), and presentations to neighborhood, university and business groups. In all, we gathered the names of [77] residents, [55] people participated in the official community forums, and including partner meetings, [116] Ypsilanti residents were present at climate plan gatherings. Many more people were exposed to the process online and through social media. For more on each of these meetings, please visit Appendix [# /LETTER].

Through these opportunities for public engagement, residents were able to set local goals, inform plan writers about community conditions and resources, brainstorm ideas to reduce greenhouse gas emissions, assess proposed strategies, tell writers how to best implement the plan, and give general feedback and comments on drafts of the Ypsilanti climate action plan. Residents also sought to move implementation of the lower-priority strategies—those that will not be included in this plan but that could be important for community goals—into the sphere of community work.

The City of Ypsilanti has few resources to implement this climate plan. Many of these strategies for greenhouse gas reductions will need to be driven by the community. This means the City must provide avenues for both formal and spontaneous citizen engagement in plan implementation. A final community meeting in September will kick off this process by informing a broad swath of citizens about the plan and providing them with resources to get involved.

The city will locate future citizen involvement in the plan in a few central locations. The City of Ypsilanti will communicate regularly with residents about progress towards plan implementation through events, a dedicated page on the City's website, and existing social and traditional media channels. The Michigan Suburbs Alliance webpage will host a model library of strategies to reduce greenhouse gas emissions and related resources for citizens to learn more about the issue. Eastern Michigan University students and professors will work with City and Suburbs Alliance staff to create an Ypsilanti Sustainability Library--a central location to house resources, host community dialogue and provide a gathering place for interested citizens. Finally, a formal committee will be convened by the City to oversee plan implementation: this should be structured as an "advisory" body, without formal city policy-making powers, to facilitate collaboration and coordination by stakeholders without requiring significant investment of staff time.

Collection of strategies methodology

TBD: (best practices/strategies. researched ICLEI, CAPPA, other community work)

Community Strategies

Over one hundred strategies were considered for this plan, based both on community suggestions and on best practices researched from other efforts. The full list of potential strategies identified is included in Appendix _____. For the purpose of the plan document, however, attention has been focused on providing more detail on action steps and relevant resources for a smaller number of strategies. Strategies were selected based on a combination of effectiveness (clear and significant links to greenhouse gas reduction), community support, and perceived feasibility. The selection process also focused on strategies that had clearly positive fiscal impacts, or other substantial benefits in addition to the greenhouse gas mitigation.

Strategies have been generally divided into four categories, with the acknowledgement that these overlap and are interconnected:

- Buildings
- Culture Change
- Infrastructure
- Land Use and Transportation

Within each strategy, examples are provided of successful implementation in other communities--locally, where possible, estimates of implementation costs on a relevant per-unit basis, estimates of potential greenhouse gas mitigation impacts, discussion of ancillary benefits, identification of potential partners or stakeholders for implementation, and additional considerations that may help appropriately target adoption.

Buildings: Commercial, Industrial, Residential, Civic

Heating and lighting buildings consumes a substantial amount of energy, producing 27% of emissions from municipal operations and the great majority of emissions at the community scale. As of 2010, city assessing records showed 6,683,191 square feet of commercial and industrial property on 446 parcels, and 6,495,995 square feet of residential property on 4,119 parcels--these numbers may not include some un-assessed, tax-exempt properties.

Improvements to buildings must by necessity be made by individual building owners; the city does have a number of tools and programs that can support these improvements, and can also use the improvements it makes to its own buildings to model opportunities for other property owners. Many energy efficiency improvements in buildings additionally have high returns on investment, paying back capital costs in as little as 1 year, or within 5 to 10 years, making them attractive to property owners. National experience also suggests that highly energy-efficient buildings can bring higher rents or sale prices, providing another incentive for owners to make improvements.

Because each building is unique--especially when working with historic properties--it is difficult to identify "one size fits all" solutions. Any energy efficiency work on a building should start with an energy audit to identify the best opportunities to reduce energy usage and save money. DTE offers walkthrough audit service for commercial properties, as well as subsidized energy audits for homes; SEMREO and other non-profits also offer energy audits for a fee.

Due to the outsized role of energy use by buildings, 70% of the emissions reduction goal is targeted at building-related strategies: a 26,487 mtCO₂e reduction by 2020. Additional community goals set around buildings included:

- Property owners improve energy efficiency in all types of buildings, with special attention paid to historic structures.
- Owners and residents of rental housing units, a substantial portion of the city's building stock, share in the benefits of energy savings.

Implement lighting retrofits

tags: buildings, economic development, energy saving, lighting

Ypsilanti's historic buildings stock is certainly an asset to the community. However, the historic nature of much of the buildings also indicates that many of the buildings in town have outdated lighting technology. For commercial and institutional applications, lighting retrofits are one of the quickest, surest paybacks, usually in the range of 1 to 7 years. The City of Ypsilanti has already upgraded many of their older fluorescent lights to more efficient fixtures.

Examples: Numerous Southeast Michigan Regional Energy Office members upgraded their lighting in their municipal buildings. (www.regionalenergyoffice.org) A video case study can be found at the following link: <http://www.youtube.com/watch?v=Rc7Fwz4rwek>

Implementation costs: Lighting retrofits are often in the range of \$60 per 1,000 square feet of building, depending on the technology used.

Expected GHG savings: Energy savings of 15% or more: 1.5 metric tons CO₂ annually per 1,000 square feet of construction, based on ICLEI "typical experience" measures. Applied across approximately 100,000 square feet of municipal buildings, this would total 150 mtCO₂e. If 5% of the city's commercial and industrial properties undertake lighting upgrades annually, reductions of 4,000 mtCO₂e could be achieved by 2020.

Additional benefits: Occupants can expect energy cost savings of approximately \$200 per 1,000 square feet, resulting in lower operating costs over the lifetime of the building. Lighting retrofits also reduce fluorescent flicker, improving

Partners & stakeholders: DTE offers free walk-through inspections to advise commercial building owners on opportunities and available incentives. City of Ypsilanti, as a member of the SEMREO, can also utilize those technical assistance resources to help implement lighting retrofits in its buildings.

Considerations: There are a number of options for lighting retrofits, ranging from T8 or T5 fluorescents to LED or other forms of solid state lighting technologies. An energy audit focused on lighting is recommended for any building that seeks to upgrade its lighting technology.

Recommended approach: Upgrade lighting in city buildings as soon as possible. Advertise the availability of low and no cost energy audit services to help building owners prioritize the

energy work they would like to do in their buildings. Partner with relevant organizations to help market available services.

Install and promote building lighting sensors

tags: efficiency, capital improvement, municipal, commercial

Installing occupancy sensors on interior lighting can be a simple and cost-effective way to reduce electricity consumption--typical experience suggests a 35% reduction in electricity usage is possible in commercial buildings, with payback of installation costs in less than a year. In other locations, light-level sensors that can dim or brighten lighting based on natural light levels can save energy while maintaining constant light levels, but require dimmer-friendly fixtures, and may not be as reliable as occupancy sensors.

Implementation costs: Hardware and installation costs average around \$50 per room--or \$50-\$1,00 per 1,000 square feet.

Expected GHG savings: Each 1,000 square feet installed with occupancy sensors can prevent 1.8 mtCO₂e annually, with up to \$250 in accompanying annual electricity savings. Applied across all city buildings, this could reduce 180 mtCO₂e annually.

Partners & stakeholders: Beyond public/institutional buildings, improvements must be made by individual building owners. The DDA, DAY and Chamber can help get information to building owners.

Considerations: The total impact of this strategy is lessened significantly when lighting fixture upgrades are also undertaken. Additionally, the use patterns of many of the city's spaces specifically (occupied continuously or very rarely) may reduce effectiveness. However, the overall cost/benefit consideration remains high.

Recommended approach: Install occupancy sensors on lights throughout public buildings. The City and EMU can undertake this internally and communicate impacts to other community stakeholders.

Incorporate green building standards into incentive programs

tags: policy, buildings, economic development

Ypsilanti has made significant use of various tax abatement and redevelopment incentive programs over the past decade, including brownfield, obsolete property, industrial facilities, and facade grant programs. The City's adopted economic development incentive policy states a preference for projects that are "green", but does not provide any specific standards or guidance. Providing clear guidance, via reference to industry-accepted standards or certifications, will both make this criterion more meaningful as well as provide clearer guidance to developers and city staff. While LEED certification is the most well-known program, it has been criticized for the costs required to achieve certification; alternative systems, such as Green Building Initiative's "Green Globes" certification may be more appropriate for minimizing cost and effort needed to demonstrate compliance.

Examples: East Lansing adopted an ordinance in early 2009 requiring any construction project that receives municipal incentives to achieve LEED certification, based on the value of incentives as a percent of project cost.

Implementation costs: A Green Globes self-assessment report costs about \$500, if the city is willing to review internally rather than requiring third-party review; \$3,000 with third-party verification.

Expected GHG savings: Energy savings of 25% or more: 3.4 metric tons CO₂ annually per 1,000 square feet of construction, based on ICLEI “typical experience” measures.² Estimating recent history to average 10,000 square feet of development projects receiving public subsidies annually, such a policy could save a total of 272 mtCO₂e by 2020.

Additional benefits: Occupants can expect energy cost savings of up to \$500 per 1,000 square feet, and certified green buildings can also bring higher rents through “cachet” factors, translating to higher income for property owners and higher property values for the community.

Partners & stakeholders: Developers of recent projects in the city can be asked for feedback on the selected evaluation tool, as many are “repeat users” of incentive programs; Ann Arbor SPARK can help communicate the policy’s benefits to prospective developers and businesses.

Considerations: The Green Globes certification process appears to be reasonably scaled for typical projects in the city, especially when tied to municipal subsidies--recent projects given OPRA abatements, for example, receive \$50,000 or more per year in effective subsidy. An alternative approach, based on building code-style language and review, rather than a certification review, would be to require publicly subsidized projects to use a standard such as ASHRAE 189.1 “High-Performance Buildings”. (Though this particular standard does not cover “low-rise residential”, which would exclude many recent projects that have received tax abatements.)

Recommended approach: Adopt a Green Globes certification requirement for any development project receiving at least \$10,000 in municipal incentives or tax abatements in a single year. While a trigger based on percent of project cost could also be used, the \$10,000 condition is already in the city’s incentive policies for other requirements, and would provide consistency.

Create energy-efficient rental housing certification

tags: housing, efficiency, policy

A large share of Ypsilanti’s housing—nearly 2/3 of all dwelling units—is rental-occupied, ranging from single family homes to large apartment complexes. Rental housing is traditionally difficult to target with energy efficiency programs, because the capital cost of any upgrade is typically borne by the landlord, while the month-to-month costs, and therefore the benefits of any upgrade, are typically the tenants’ responsibility. Ypsilanti already has a strong and long-standing rental housing inspection and certification program, which could be leveraged to address this problem through a combination of improved information and regulatory requirements. Chapter 58, Article IV of the City’s Code of Ordinances addresses “Landlord and Tenant Relations”, and could be extended for this purpose.

Energy efficiency rental housing ordinances could take a number of forms—many of these options can be combined, or implemented in phases over time. Local landlords will need to be involved in the process to ensure any new requirements are feasible, though many of the community’s “high road” landlords may welcome new ways to differentiate themselves within a crowded market.

Option 1: Require energy cost disclosure by landlords. The most basic approach to undertake rental greening is to require that landlords provide tenants with information on utility costs prior to signing a lease, providing tenants a better understanding of the total cost of a unit and allowing

² Using CAPP 1.5 calculator, “Require Green Building for New Construction”.

them to shop around, rather than “punishing” landlords who invest in energy efficiency measures and attempt to recoup those costs through higher rents.

Examples: City of Ann Arbor City Code Sec. 8:524, “Information regarding utility charges” requires provision by landlords of estimated utility costs prior to signing a lease.

Implementation costs: Costs are minimal for both the city (developing and passing an ordinance) and for landlords (providing utility cost information).

Considerations: landlords who comply with this requirement can apply “peer enforcement” by encouraging prospective tenants to ask other landlords for the information.

Option 2: Provide formal recognition for energy efficient rental units. Verifying and certifying rental units that meet certain energy standards requires more effort, but would produce a more user-friendly way for tenants to “shop” for efficient units.

Examples: The “Energy Star Homes” program certifies new-construction homes nationally; while not directly applicable for Ypsilanti’s rental stock, it can be used to benchmark a certification program.

Implementation costs: Costs would remain minimal for landlords under this option; the City would require more effort to craft and administer the program, though it could still be managed within the existing rental housing inspection program.

Considerations: Staff have already discussed this option with City of Ann Arbor staff and have identified a shared interest: developing such a program in partnership would reduce the burden on city staff. While Eastern Michigan University does not currently offer a database of off-campus housing options, such a tool could help students find high-quality housing as well as offer a way to communicate the energy efficiency certification.

Option 3: Require achievement of certain energy standards. A more aggressive—and effective—approach would require that rental housing units meet certain efficiency standards. These standards would likely need to be phased upwards over time or tied to certain “triggering” events.

Examples: City of Ann Arbor City Code Sec 8:528, “Basic winterization in rental housing” provides minimum air sealing and insulation standards for rental units.

Implementation costs: Costs are minimal for the city, though developing such an ordinance would be more complex than the mandated disclosure option, and compliance costs would be higher for landlords--around \$3,000 per unit for weatherization.

Considerations: Current “weak market” conditions and Ypsilanti’s small geographic size mean this option may not be appropriate at present, due to concerns about placing additional burdens on landlords in the city that are not felt in the adjacent townships.

For all options:

Expected GHG savings: Modeling this option as an educational program targeting Ypsilanti's 5,300 rental housing units suggests 10% energy savings can be achieved, saving 1.20 mtCO₂ per rental household, or 6,443 mtCO₂ in total--though this total will not likely be achieved for several years due to the generally indirect, market-driven nature of the first two approaches.

Additional benefits: Median rental household earnings in Ypsilanti are around \$21,000 annually--this income group spends about 11% of its annual income on home energy costs. Providing tenants with the opportunity to reduce their home energy costs frees up income for other needs.

Partners & stakeholders: Local landlords, DTE and YCUA, and the EMU Office of Campus Life can help design requirements that are appropriate and easy to comply with. Ypsilanti Township could also be a partner in development and adoption of standards, as they look for ways to encourage and support "high road" rental properties in their community.

Recommended approach: Develop a utility costs disclosure ordinance for rental housing units. Disclosure should include actual billings from utility providers, plus a calculation of each unit's share, in the case of multi-unit properties with prorated utilities, and should be provided even when utility costs are included in rent charges. Depending on resources, a disclosure ordinance could be a first step, followed by a formal recognition or certification program for energy efficient units, or the two could happen at the same time. City of Ann Arbor, Ypsilanti Township, and Eastern Michigan University should all be approached to partner on any effort to establish uniform standards that are easy for landlords and tenants to understand.

Promote residential weatherization programs

tags: buildings, efficiency, residential

Residential weatherization projects make homes more energy-efficient through methods such as insulation and caulking. Residents also become more aware of their energy use, spend less in energy costs and find that their homes become more comfortable. The City of Ypsilanti is already a participant in two programs that assist residents in weatherizing their homes: BetterBuildings for Michigan and, through Washtenaw County, the federally-funded Weatherization Assistance Program.

Examples: BetterBuildings for Michigan, a state-run program funded with federal dollars and administered by the Southeast Michigan Regional Energy Office, will "sweep" the City of Ypsilanti in June-December 2012. They expect to achieve 15% energy reductions in approximately 400 homes in Ypsilanti in 2012.

Implementation costs: A basic weatherization package that includes an energy audit, customer education, and installation of more efficient compact appliances like compact fluorescent lights and water saving showerheads costs between about \$1,000 and \$1,300.

Expected GHG savings: A basic weatherization package reduces a typical household's carbon dioxide emissions by about 1,300 pounds per year. If BetterBuildings hits its targets,

including basic weatherization and additional measures, they will reduce annual emissions in Ypsilanti by 720 mtCO₂e by the end of 2012.

Additional benefits: The average household can expect to save between \$300 and \$450 per year after a basic weatherization project. Residents will also be more comfortable in their homes, as they are better insulated from the elements, and may see property values increase.

Partners & stakeholders: Homeowners and landlords should be made aware of existing opportunities and the benefits that come along with weatherization. Federal, state and county governments as well as utility providers such as DTE should be tapped for funding and other support.

Considerations: Weatherization programs received a large influx of support from the American Recovery and Reinvestment Act. Many of the opportunities afforded by this expansion, however, are set to end at the end of 2012. The Weatherization Assistance Program may continue, but is targeted only towards low-income households.

Recommended approach: Promote available energy efficiency incentive programs to reach maximum adoption in the city. The city and community partners should aggressively promote available home (and business) energy efficiency programs in order to capture as much benefit as possible for city residents. Some of these programs, like BetterBuildings, can offer as much support as residents are able to take advantage of, but are time limited; others, like WAP, are more limited in the total funds available, and the city should be alert for opportunities to support expanded funding at the state and federal levels.

Culture Change

Individual behavior is one of the most important ways we impact greenhouse gas emissions, but it is also one of the most difficult to measure or change. While many Ypsilanti residents already recognized the importance of living in a way that's oriented around sustainability concerns and around reducing greenhouse gas emissions, they knew the majority of citizens have not heard of or do not fully understand these concepts. In order to relate to these issues and change behavior to incorporate the concepts into daily life, Ypsilantians need to understand sustainability and the actions they can take.

This section on culture change attempts to begin that difficult task of reorienting community thought and practice around climate change, the natural environment, and triple-bottom-line sustainability. We seek to achieve 5% of our total greenhouse gas reduction target through these strategies, or 1,891 mtCO₂e by 2020.

Based on community feedback, we have also set a number of qualitative goals for the future:

- Ypsilanti celebrates efforts to reduce greenhouse gas emissions and circulates information about sustainability and reducing greenhouse gases to residents. Community members understand the importance of climate action and the ways they can impact climate change, individually and collectively.
- In partnership with the community and municipal plans and priorities, local schools have refocused education towards sustainability.
- Ypsilanti works in collaboration with surrounding communities and the metro Detroit region to achieve broader changes.

Encourage conservation through energy competition

tags: buildings, campus, city, competition, rivalry

Ypsilanti is home to the mighty EMU Eagles, a great university as well as a prodigious energy user. Students, as well as residents, are often motivated by competition. One great way to incentivize students on the campus of EMU to help save energy would be to challenge another city and/or university (Ann Arbor perhaps) to an energy savings challenge. Rivalry is a great motivating force, so perhaps picking the correct target is essential.

Examples: The [Take Charge Challenge in Kansas](#) pitted 16 different towns (some with universities) against one another in a 9 month long challenge to save energy. Total savings were \$2,341,025 in energy costs and 22 million pounds of CO2 emissions.

Implementation costs: TBD

Expected GHG savings: TBD

Additional benefits: Energy savings for students and residents of Eastern Michigan University and Ypsilanti.

Partners & stakeholders: Eastern Michigan University would be a prime partner in this endeavor, as shown in the Kansas competition, university rivalries motivated more energy savings than towns without universities. Residents are able to rent Kill-A-Watt EZ electricity usage monitor from the Ypsilanti District Library, so tracking resources are readily available.

Considerations: tbd

Recommended approach: Work with Eastern Michigan University to implement a university vs. university and/or city vs. city competition to reduce energy use.

Community sustainability library

tags: information, DIY, policy

Ypsilanti stakeholders are knowledgeable about and interested in issues of climate change, energy use and environmental sustainability. Ypsilantians are willing to take on individual and community action to support local emissions reductions, but would benefit from a resource library: a shared space to hold collective knowledge on these topics and catalogue community resources.

Examples: The Green Garage in Detroit (www.greengaragedetroit.com) is home to the Urban Sustainability Library, which hosts, produces and disseminates information on how “people and organizations [can] make more sustainable choices.”³ Their physical and online library contain books and studies, but also display current projects and facilitate community conversations.

³ http://greengaragedetroit.com/index.php?title=Urban_Sustainability_Library

Implementation costs: This library can be created with limited monetary expense, though it will require a large investment in time from stakeholders. Costs may include this staff and volunteer time as well as the physical or online space for the library.

Expected GHG savings: Compilation of this resource library will not, in itself, result in GHG emissions reductions. It may inspire future reductions, but these will be difficult to quantify.

Additional benefits: As a community resource, the library can continue collecting best practices, new ideas and possible emissions reductions strategies after the climate plan has been adopted and the process is complete. It can serve as a new communal, coordinating space for sustainability in Ypsilanti and lead to individual and community actions to reduce missions.

Partners & stakeholders: Ypsilanti District Library and Eastern Michigan University can act as hosts, curators and resources for this library. They should be joined by the many community groups who have a stake in either pulling from or putting resources into the library, including Transition Ypsilanti, local nonprofits and neighborhood associations.

Considerations: Simply compiling existing community resources will lead to a substantial base of knowledge for the library. The difficult part will be in curating the collection--making sure it is kept up to date and usable by the average person. Outreach strategies must also be built into the creation of the library, to publicize its existence and begin the dialogue that is at the heart of this community space.

Recommended approach: Local experts and the EMU community can create an Ypsilanti sustainability library. The City will be able to pull from resources compiled in the process of creating this climate action plan as well as in a collaborative and ongoing research effort with EMU students. A plan for the continued existence of the library should be developed in partnership with community stakeholders.

Residential energy education

tags: home, residential, energy savings, money saving

Teaching residents how to use low and no cost techniques for saving energy in their home is one of the most cost effective ways to reduce energy use and emissions on a community scale. This can be done through a workshop setting or a home visit. Workshops are a less expensive option, but corresponding savings are less as well.

Option 1: Implement a series of energy saving workshops in different venues. Use these workshops to transmit a basic level of understanding of energy issues in the home to residents, such as how to read your energy bill and low and no cost measures you can implement.

Examples: The City of Lathrup Village held a workshop to educate its residents on how to save money in their homes. ⁴ The Regional Energy Office put together a video case study that can

⁴ http://www.warmtraining.org/gov/pdf/EECBG%20Case%20Study10_ResidentEducation.pdf

be found at this link: <http://regionalenergyoffice.org/donec-duit-quam-porta-sed-vulputate-at/>. The City of Ypsilanti's Historic District Commission has in the past hosted workshops by State Historic Preservation Office (SHPO) staff and EMU Historic Preservation students on historic home maintenance--this topic could be expanded on to include energy-specific historic home workshops.

Implementation costs: Workshops can be conducted by area non-profits for about \$500 each, either as stand-alone programs or as part of a broader funded project.

Expected GHG savings: Based on past experience, households can save at least 0.25 mtCO₂e from implementing measures outlined in the workshop format. Savings depend greatly on the scale of implementation.

Option 2: Implement a comprehensive program that encourages all residents of the city to either attend a workshop or have a home visit, or both. This type of program would require an outside entity to administer and likely funding from outside.

Examples: The Better Buildings for Michigan⁵ program is conducting consumer education and direct installation of energy efficiency measures in Ypsilanti over the course of 2012.

Implementation costs: A residential energy audit and education program will cost approximately \$1000 per household to implement. This cost may be reduced by programs such as BBFM or DTE incentives.

Expected GHG savings: Similar programs have achieved an approximate 1.2 mtCO₂e reduction per house in yearly GHG emissions.

For all options:

Additional benefits: Increased thermal comfort and lower energy bills for residents and renters.

Partners & stakeholders: WARM Training Center, the Better Buildings for Michigan program, the Clean Energy Coalition, and DTE offer relevant programs. EMU's historic preservation program or WCC's building trades programs may also be able to offer workshops for residents.

Considerations: The City of Ypsilanti should leverage the federal resources of the Better Buildings for Michigan program during 2012 to get as much federal funding as possible to fund energy education and improvements within the City of Ypsilanti housing stock. Any initiative should publicize the energy and money savings achieved by participants. Deliberately communicating benefits is key to the success of this strategy.

⁵ <http://regionalenergyoffice.org/betterbuildings/>

Recommended approach: Work with University and non-profit resources to expand educational workshops and resources. Past leveraging of EMU and SHPO offerings for historic property owners can be expanded to include a focus on energy efficiency in historic properties--a substantial share of Ypsilanti's building stock. BBFM outreach efforts during the course of 2012 should increase general awareness, and non-profit partners can build on this with future targeted educational efforts.

Encourage public employees to live in Ypsilanti

tags: incentives, community building

Residents frequently express a preference for municipal and other public employees to live in the city--while requiring residency as a condition of employment is not legal, public employers can provide incentives to promote residency. The Eastern Leaders Group is working with EMU to set up an incentive for new staff and faculty to live within Ypsilanti, in the form of a forgivable loan towards down payment; similar programs in Detroit have proven very successful. All such programs have the twin goals of supporting the local housing market and encouraging commuters to invest--emotionally and monetarily--in the community. However, these programs also support reduced GHG emissions by offering the participants a better ability to use non-car travel options, both to commute and to meet other needs.

Examples: The LiveYpsi program is still under development by ELG and EMU, but would be easily extensible to other employers.

Implementation costs: Detroit's Live Midtown/Live Downtown programs offer \$20,000 incentives; LiveYpsi will likely be much smaller. A \$5,000-\$10,000 incentive would completely cover the down payment on most foreclosed homes in Ypsilanti.

Expected GHG savings: Each employee who moves from an (average) 25 mile one-way commute to an in-town commute will prevent approximately 6 mtCO₂e annually.

Additional benefits: In addition to the intangible benefits usually cited for public sector employee residency--greater investment in the community--such a program can also have indirect fiscal benefits for the community. By incentivizing new buyers, this strategy can contribute to faster recovery of home prices; more importantly, if targeted at foreclosed homes, it can help mitigate the estimated 1-2% loss of property value caused to every property within a block radius of a foreclosure.⁶

Partners & stakeholders: Expanding ELG's program would be the easiest way to implement this strategy. Washtenaw County and YPSD may be approached to offer residency benefits to their employees.

⁶ Immergluck and Smith, 2005. "There Goes the Neighborhood: The Effect of Single-Family Mortgage Foreclosures on Property Values." Available online at http://ftp.nw.org/network/neighborworksplogs/foreclosuresolutions/reports/documents/TGTN_Report.pdf

Considerations: Offering direct cash incentives to public employees is politically difficult, and substantial work needs to be done to define the fiscal benefits of the strategy and set the right level of incentive. Such a program might be most easily introduced at the same time that employee concessions are being sought, both to reduce the cost of implementing this strategy, as part of the overall package. Since the City and other public employers locally make very few new hires, the incentive might be offered to all employees, rather than only to new hires.

Recommended approach: Consider a public employee residency incentive, in the form of a forgivable loan for down payment assistance for purchase of foreclosed homes. Defining the fiscal benefits of the program will be the key to successful implementation. Depending on employee income, CDBG funds may be an option to cover some of the incentive costs.

Promote city successes to lead by example

tags: communications, energy savings, municipal

The City of Ypsilanti has already taken on a number of energy-saving, “green” initiatives. By better publicizing and educating citizens around these efforts, they can impact the actions of their constituents. The government should create a coordinated strategy to talk to residents about what actions staff, officials and institutions are taking to create a more sustainable city, leading by a visible example. This involves not only better communications, but a presence in the community.

Examples: The City of Southgate created a video case study of the solar panels installed on its city buildings, featuring the mayor. This video ran on the local access channel, and the City is talking about using it, in conjunction with mayoral appearances, as an education and outreach tool.

Implementation costs: The City of Ypsilanti may need to devote staff time to personal outreach, written communications and social media updates. Costs other than time, though, can be minimal to none.

Expected GHG savings: This strategy is more about publicizing GHG emissions reductions than achieving new reductions, though it may inspire citizen action.

Additional benefits: The City can lead a community-wide resurgence in the sustainability movement and contribute to education efforts.

Partners & stakeholders: City leaders, including staff and appointed and elected officials, need to commit to in-person participation and more intentional, coordinated communications. They will need to work with local news agencies (paper and online) and community groups to reach citizens. Solar Ypsi is already reporting the city’s solar power generation--this can compose part of the city’s outreach and provide a model for further efforts.

Considerations: Communications and outreach around sustainability should be part of a greater institutional culture of openness in government operations. The city currently appears to lack an adopted or understood overall communications and outreach plan. Low cost methods of public outreach include social media, public events such as the Heritage Festival or the Mayor’s State of the City, or incorporating energy and sustainability into existing reporting such as the state-required dashboard.

Recommended approach: The City of Ypsilanti should increase communications and citizen outreach around sustainability, publicizing efforts and providing information on how citizens can get involved or replicate green initiatives. These efforts should be part of a broader communications strategy by the city, rather than a standalone effort focused on energy efficiency and sustainability, in order to present energy and sustainability concerns alongside economic development, budgetary, and other information. This overall strategy should consider the role of the city's recently updated webpage and Facebook presence alongside more "traditional" media and outreach work.

Include stewardship, engagement and sustainability education in local schools

tags: education, community building, youth involvement

The residents of Ypsilanti have expressed a desire to teach students in grades K-12 about the environment and how each person can make sustainable choices each day that will make an impact on the future. The EPA agrees that the future of environmental education lies in teaching the concepts of sustainability and stewardship through youth programs and provides information on how schools can get more involved.

Examples: The EPA encourages K-12 educators to join the "SustainK12 listserve" which allows for collaboration on strategies that implement sustainable practices and lessons in their teaching plans. The EPA also links to various resources that include existing environmental education curriculum. The Sustainable School Project located in Vermont provides various online examples of lesson plans on subjects such as climate change, food/farming, transportation, environment, equity/social justice, and the economy suitable for grades 3-8. They also provide the Sustainable Schools Project Starter Kit that outlines three modules for teachers and students to complete in about two days. The Ecology Center in Ann Arbor provides workshops that are aligned with Michigan Grade Level Content Expectations (GLCEs). These classroom programs and field trip options are fun for students and teach valuable messages about the environment.

Implementation costs: Implementation costs are relatively low and should only require training educators on the subjects and the purchase of any materials that might be needed for class projects. With the number of project examples available, the schools can design a curriculum that fits their budgets while still making an impact on the student body.

Expected GHG savings: Including sustainability education in school curriculums will not, in itself, result in GHG emissions reductions, but will support the implementation of the other strategies the community undertakes.

Additional benefits: Students learn about sustainable life choices early and have the chance to make a larger impact throughout their lifetimes.

Partners & stakeholders: Ypsilanti is lucky to have sustainability experts in the community that the city can reach out to for support in encouraging the local schools to include sustainability efforts to the curriculum. The city would benefit from engaging these individuals and local teachers from the public schools and Eastern Michigan University when meeting with the school board to discuss implementation methods.

Considerations: The city may not have much control over the Ypsilanti public school system curriculum. The success of this strategy relies on a positive relationship between the city and the school board.

Recommended approach: Utilize the community's experts to gather support for adding sustainability education to the curriculum in public K-12 schools. There are many resources and ready-made lesson plans that can be added to existing school practices. The Eastern Michigan University community and local public school teachers and parents would serve as valuable stakeholders to lead this strategy.

DRAFT

Infrastructure: Waste, water, energy generation

For the purpose of this report, the infrastructure section is intended to reflect all municipal and city-wide services including those involving waste, water and energy generation utilities. The following strategies indicate programs the city could initiate in order to reduce the amount of greenhouse gases the community emits as a whole. It is important to note that Ypsilanti has been proactive with many of its services such as providing curbside recycling and compost pick-up.

By implementing the following strategies, we seek to achieve 5% of our total greenhouse gas reduction target, or 1,892 mtCO₂e by 2020. The community has also stated qualitative goals for Ypsilanti including that the city maintains the high quality level of its city services, with special focus on waste management and energy efficiency.

Upgrade streetlights to LEDs

tags: infrastructure, efficiency, investment

LED-based street lighting options are becoming more prevalent, typically offering opportunities for fast return on investment through lower energy use and reduced maintenance costs relative to traditional mercury vapor and high pressure sodium lighting. With 54% of Ypsilanti's governmental sector emissions coming from street lighting and traffic signals, this is a high-priority target. (Note that the impacts of street lighting have a high percent of total energy use partially because of reduced energy use by the city in other areas, but are also high on a per capita basis when compared to other cities.) Ypsilanti has 1,770 streetlights that are owned and operated by DTE.

Examples: Ypsilanti's West Cross streetscaping project included upgrading 28 streetlights to LEDs, and will save \$3,500 annually at DTE's current rates.

Implementation costs: A typical street light upgrade costs \$600-\$700 per fixture, including hardware and installation. Replacing all DTE-maintained streetlights at this rate would cost a total of \$1.1 million, though economies of scale could be experienced for larger installations.

Expected GHG savings: Street light upgrades average about 0.25 mtCO₂ in annual savings, or about 500 mtCO₂ if all of the street lights were converted to LED.

Additional benefits: DTE does not yet have standard rates for LED fixtures, so exact savings are hard to estimate, but cities in DTE's service area have been experiencing an average of \$90 annual savings per fixture--about a 7 year payback period for the initial conversion costs. For Ypsilanti's entire inventory, this could total \$160,000 in annual savings. In addition to cost savings, many people prefer the whiter lighting of LED fixtures to traditional yellow high-pressure sodium lighting, and the conversion is also an opportunity to reduce light pollution and glare.

Partners & stakeholders: Any conversion must be negotiated with DTE. By combining upgrade projects with EMU or with other cities via the Regional Energy Office, hardware costs could be reduced. The MPSC and DELEG have provided grants for streetlight conversions in recent years, which could reduce costs further. The DDA may also pay for street light upgrades in their districts through their TIF funds.

Recommended approach: Upgrade as many street lights as possible with the city's revolving loan fund, working with the DDA, EMU and REO to achieve the best price through bulk upgrades and to identify any grant funding opportunities. This should be undertaken as soon as possible, with additional upgrades done in future years with savings from the initial batch. The DDA and Public Services Department should also review existing light levels during this process--in some locations, additional savings may be possible through removal of unneeded fixtures.

Increase recycling rates through competition

tags: recycling, waste, rivalry

Competition is a great motivator, and an inter-neighborhood recycling competition is a relatively low-cost way to increase visibility and encourage people to work together towards a shared goal: proving that where they live is the greenest and best. With a 2010 recycling rate of 18.8%, residents of Ypsilanti have a fair amount of room to improve their waste practices.

Examples: Alameda County in California has committed to reducing waste by 75%. In pursuit of this goal, they've established the website StopWaste.org and hold an annual "Ready Set Recycle" contest. They ask citizens to commit to keeping all recyclable and compostable items out of the trash, and randomly select garbage bins to measure the amount of these items in trash. Winners are eligible for cash and prizes. In the 2011 contest, 1537 residents made online pledges and 893 homes were selected for sorting.

Implementation costs: The program in Alameda County cost \$856,712. This was paid for out of facility fees and a grant from the recycling board to a nonprofit. Assuming the same cost per person, Ypsilanti could expect the program to cost \$44,000. However, this program was fairly expensive because Alameda County sent out sorters ahead of trash collectors to go through trash bins. If, instead, Ypsilanti simply weighed the amount recycled, costs could be kept to a minimum.

Expected GHG savings: Each ton of waste diverted to recycling rather than to a landfill saves 2.87 metric tons CO₂E. If residents were challenged to increase their rate of recycling from the 2010 city average of 18.8% to the national recycling rate of 34.1% (and met that challenge), 610 tons of waste would be diverted from the landfill into recycling bins, saving 1750.94 metric tons of emissions.

Additional benefits: A recycling competition would increase visibility for better waste management practices and can create better habits in participants, to change behavior past the time of the competition. Reducing the amount of waste landfilled also can save the City money. The amount saved is variable, but as of May 2012, the City paid \$24.99 per ton of trash landfilled and received \$14 per ton of recyclables.

Partners & stakeholders: As the provider of recycling services, the City of Ypsilanti should host and coordinate any competition. The Ann Arbor Materials Recovery Facility handles Ypsilanti's recycling and should also be included in any recycling efforts. The City should work with existing neighborhood associations to promote and coordinate the competition.

Considerations: Other Michigan cities and counties have paid for expanded recycling services through landfill or waste fees. Other cities have created intergovernmental agreements to

expand purchasing power and drive down prices. EMU already participates in an annual inter-university recycling competition--the community could use this as a model or compete against students to increase the rate of recycling. A system that measures waste and recycling amounts per pickup day could best allow for neighborhood competition, but because it would require a change in DPW methods, might be prohibitively expensive. A University of Michigan study found that four key themes to a successful recycling program were culture, convenience, communication of information and custodial support.⁷

Recommended approach: The City of Ypsilanti should work with neighborhood associations and Eastern Michigan University to hold a recycling competition, based either on improvements over past performance or on town vs. gown recycling rates. The challenge for Ypsilanti residents should be to collaborate with or out-compete neighbors, but also, on an individual level, to achieve the national average rate of recycling: 34.1%. The City should consider using a neighborhood competition as a pilot--perhaps working only with a few neighborhoods to begin with, or seeking to later expand to include local businesses, as well.

Place artistic trash and recycling bins throughout community

tags: infrastructure, recycling, waste, beautification

Universities across the country have encouraged recycling efforts and proper waste disposal on their campuses while providing an artistic outlet for local talent. These artistic receptacles beautify the city with their artwork, pay for themselves with sponsorships, and teach citizens where to dispose their trash and recyclables.

Examples: Collegetown ART⁸ (Art, Recycling, and Trash cans) at Cornell University is a part of a sustainably communities program that holds an art contest to decorate bins on campus. Interested parties can sponsor a bin for between \$225 and \$900 to have their company logo appear on a decorated bin. Indiana University's "More Art, Less Trash"⁹ program hosted by the Student Sustainability Council offers small cash prizes each year for winners of 2D designs submitted for ten recycle bins in high-use locations.

Implementation costs: Costs for implementation involves the purchase materials for the creation of refuse and recycling bins or the bins themselves. A 95 gallon waste bin typically costs between \$50 and \$75. The DDA budget currently allots \$20,000 annually for "pedestrian trash receptacle collection" in the downtown areas. The city does not currently have public recycling bins which would be an added service. The University of Michigan in Ann Arbor has reported higher amounts of recycling on campus since it instituted public recycling bins.¹⁰ The university is paid for recyclables from its solid waste provider which ultimately means that increased recycling reduces the cost to landfill waste. A report from

⁷ <http://www.recycle.umich.edu/grounds/recycle/PDF/RecyclingBestPracticesReport.pdf>

⁸ Cornell University, "College Town Art," webpage, <https://sites.google.com/site/collegetownart/>, accessed April 24, 2012.

⁹ Indiana News Room, "'More Art, Less Trash' artistic outdoor recycling bins installed on campus," web article, April 9, 2009, <http://newsinfo.iu.edu/news/page/normal/10489.html>, accessed April 24, 2012.

¹⁰ University of Michigan, "Recycling Timeline," November 11, 2010, webpage, http://www.recycle.umich.edu/grounds/recycle/history_of_recycling.php, accessed April 24, 2012.

1993¹¹, shortly after UofM began the program, states that the costs of recycling generally equal the savings from the reduced amount of trash it pays to be sent to the landfill.

Expected GHG savings: For every ton of waste diverted to recycling rather than to a landfill, it saves 2.87 metric tons CO₂E. If public recycling in specially indicated bins encouraged the residents to meet the goal of increasing the community's rate of recycling to the national average of 34.1%, as discussed in the strategy "Increase recycling rate through competition."

Additional benefits: Residents and visitors are exposed to local artists and the city gains recognition for its beautification and recycling efforts. Displaying artwork created by local youths could provide a gateway to teaching children about our environment, especially bins are used on school property considering much of school waste is recyclable materials.

Partners & stakeholders: Ypsilanti could partner with Eastern Michigan University and local schools to start a small-scale artistic outdoor recycling program. The DDA could also partner with local businesses for sponsored bins downtown.

Considerations: The city will need to ensure the recycling and trash receptacles are emptied regularly and approve the addition of a public recycling service. If the city adds recycling, it must ensure that both recycling and trash receptacles are available in convenient places to limit the risk of contamination. The City of Ann Arbor's Commercial Recycling Expansion and Implementation Plan¹² indicates that cross-contamination can be limited by ensuring that recycle bins are visibly distinct from garbage receptacles. For example, if a recycling bin should only be used for aluminum cans, the bin should indicate this requirement in writing and with imagery. Recycle bins that are specifically intended for plastic bottles and aluminum cans can benefit from having cylindrical holes for depositing the intended materials. Eye-catching designs can encourage citizens to use the proper receptacle.

Recommended approach: Partner with EMU, local schools, and the DDA to create an artistic trash bin design contest with local sponsorships. Additional savings could be added by investing in an outdoor recycling service in the city's parks and downtown areas.

Municipal kitchen compost drop-off system

tags: infrastructure, waste

The US EPA estimates that food waste makes up 14 percent of the US municipal solid waste stream, the largest single component of landfilled material, much of which could be composted rather than sent to a landfill.¹³ Ypsilanti currently has a functional yard waste program and a free yard waste compost and wood chip pick-up site. The residents are interested in adding kitchen compost

¹¹ EPA, "2009 Success Story: University of Michigan," webpage, <http://www.epa.gov/wastes/partnerships/wastewise/challenge/gameday/09success-um.htm>, accessed April 24, 2012.

¹² City of Ann Arbor, "Commercial Recycling Expansion and Implementation Plan," April 29, 2002, http://www.a2gov.org/government/publicservices/systems_planning/recycle/Documents/systemsplanning_commercialrecycling_implementationplan_4-29-02.pdf.

¹³ US EPA, "Basic Information about Food Waste" webpage, <http://www.epa.gov/osw/conserve/materials/organics/food/fd-basic.htm>, accessed May 10, 2012.

collection, which requires more active management than composting yard waste alone to prevent contamination with non-compostable or vermin-attracting material. However, the added operations would result in a reduction of greenhouse gas emissions, preservation of landfill space, a reduction in need for fertilizers, a reduction in tipping fees by redirecting funds to sustainable waste management practices, and the production of a higher-value, more nutrient-rich compost. Newer self-contained “biodigesters” can maximize the amount of emissions avoided by capturing gases for use as a heating fuel source for nearby buildings, and can also handle a wider variety of material, reducing the problems of contamination.

Examples: The US EPA provides a best management practices document on how to best incorporate food waste into existing yard waste and composting operations.¹⁴ The term used is “food residuals” which includes all pre- and post-consumer foods and food by-products, as well as organic items which may accompany food, such as manufactured organics and soiled paper products. It includes the rate of decomposition for types of food waste, different methods of creating the compost, and how to produce good mixes for redistribution or resale. The City of Ann Arbor collects uncooked vegetable waste as part of its curbside compost system.

Implementation costs: Cornell University’s 1999 report “Small to Medium Scale Composting of Food Wastes in New York City” evaluated the use of various municipal composting systems. The city can purchase existing equipment for composting food waste which could cost between \$30,000 and \$80,000 depending on the amount of waste the city expects to collect. Labor can cost between \$15-\$20 an hour to maintain the system. The City of Eugene, Oregon has implemented a system for commercial food waste collection that charges for weekly pick-up per bin (based on cubic yard capacity), which, combined with compost sales, is intended to cover the costs of running the service.

Expected GHG savings: Each ton of food waste recycled can reduce 1 to 3 mtCO₂e, primarily in methane, depending on practices used. Using the EPA’s estimated share of total waste, the municipal waste stream likely contains 745 tons of food waste annually. For every 1% of this amount diverted to compost, up to 22.3 mtCO₂e could be reduced.

Additional benefits: Finished compost can be added to lawns and gardens to replenish nutrients in the soil. Biodigesters can additionally help heat nearby buildings, reducing heating costs from purchases of natural gas. Each 1% of the food waste currently landfilled will reduce landfill tipping costs by approximately \$175.

Partners & stakeholders: The larger the venue, the more food waste is produced--partnering with the Downtown Association of Ypsilanti, the school system, or the proposed Washtenaw County Kitchen Incubator could provide large single sources of compostables, reducing collection costs and the difficulty of monitoring for contamination. One of these organizations, or Growing Hope, should undertake a food waste audit to identify opportunities for a pilot project.

Considerations: Focusing on large producers of material can minimize contamination challenges, as can using biodigesters rather than open air composting. In any case, a

¹⁴ The U.S. Composting Council, “Best Management Practices (BMPs) for Incorporating Food Residuals into Existing Yard Waste Composting Operations,” 2009, http://www.epa.gov/reg3wcmd/pdf/FR2YW_BMP.pdf.

voluntary drop-off program would prevent collection costs, compared to a curbside system, as well as providing better control of waste stream. Educational efforts around home composting may be more cost-effective for non-institutional waste.

Recommended approach: Partner with Growing Hope and businesses that are high-generators of food waste to implement a pilot program for a municipal kitchen compost system using the drop-off site method. Consider solid waste, alternative energy, or similarly targeted grants to fund installation of a biodigester at a pilot site.

Land use and transportation: development patterns & travel options

Land use patterns are a major determinant of travel choices and other behaviors that create greenhouse gas emissions: a community that has smaller lot sizes and walkable commercial districts near neighborhoods will support walking, transit and cycling as alternatives to driving; a mixture of single- and multi-family housing types will reduce heating costs due to shared walls. Various sources have noted this impact: a recent EPA study showed that living in a transit-supportive location is a choice that reduces household emissions more than undertaking home energy efficiency improvements and driving a fuel-efficient car¹⁵. The international Transition movement noted in their guide to climate planning that communities need to address land use first, “or else nothing else matters.”

The City of Ypsilanti already has a downtown area and neighborhoods that feature walkable, compact mixes of land uses, and has taken conscious steps towards encouraging biking and walking and preserving transit service. The City has also taken steps to encourage additional, infill development over the past decade, including downtown loft projects, adaptive reuse of the former high school into senior housing, construction of additional student housing, and other efforts. Parts of this section are therefore dedicated to measuring the expected impacts of existing policies and efforts. However, some portions of the city are generally hostile to walking, such as the Washtenaw Avenue corridor, or lack neighborhood amenities, such as the Leforge Road area, and may require additional efforts to create the types of district that the community wants and that permit low-emissions travel behaviors.

Various data sources suggest that many more Ypsilanti residents and workers could take advantage of low-emissions travel modes. The Census’ LEHD commuting dataset from 2010 shows that 52.7% of working Ypsilanti residents worked within 10 miles of home, including 29.6% in Ann Arbor and 8.2% (572) within Ypsilanti. Similarly, 50.7% of the 6,424 people employed within the city limits live within 10 miles of their workplace. Many of these Ypsilanti residents and employees therefore have commute distances which make walking (1 mile), bicycling (5 miles), or transit (10 miles) reasonable options.

This plan seeks to accomplish 20% of its greenhouse gas reductions target through land use and transportation measures, or 7,568 mtCO₂e by 2020, with the additional goals stated:

¹⁵ US EPA, “Location Efficiency and Housing Type: Boiling it Down to BTUs,” March 2011, http://www.epa.gov/dced/pdf/location_efficiency_BTU.pdf.

- Vacant and underused properties are redeveloped or reclaimed as green, productive spaces.
- Goods and services are available within neighborhoods, or within walking distance of residents.
- Streets are safe for all, providing for travel by any mode without fear of either crime or traffic crashes.
- Residents, commuters, and students choose to bike, walk or bus when possible.

Complete network of bicycle facilities

tags: transportation, quality of life, construction, biking

Ypsilanti has shown a strong commitment to complete streets and non-motorized transportation, including bicycling, and has nearly 11.5 miles on on-road bike lanes and offroad paths. The 2006 WATS Non-Motorized Plan identifies 37.3 additional miles as “deficient” for bicycles (with each side of a two-way street counted independently). As the City is already actively pursuing this strategy, it is included primarily for the consideration of greenhouse gas impacts.

Expected GHG savings: Each 1 mile of bike facilities per square mile of city area is estimated to increase cycling share by 1% of total travel#. Applying this figure to non-freeway weekday passenger travel in Ypsilanti, each mile of bike lanes could convert 162,000 motor vehicle miles traveled (VMT) to cycling each year, leading to a reduction of 75 mtCO₂e. Assuming an additional mile of bike lanes is created in the city each year, through reconstruction or restriping projects, 600 mtCO₂e could be reduced annually by 2020.

Considerations: The Washtenaw County Road Commission will be an important partner in extending the bicycle network beyond Ypsilanti. WCRC has implemented 4 lane to 3 lane “road diets” recently and found them effective in improving both bicycle and automobile safety while maintaining road capacity. Including wayfinding signs could help increase visibility of these projects and encourage more walking and biking, especially if these signs are visible from cars.

Recommended approach: Continue development of bicycle and pedestrian network in coordination with Townships, WCRC, and Border to Border (B2B) trail development.

Considering existing, predominantly east/west commuting patterns, roads like Forest Avenue, East Cross and West Cross/Packard may hold the most benefit in terms of converting traffic from motor vehicle miles to bicycle miles.

Provide parking alternatives and cash-out options for employees

tags: transportation, incentive, behavior change

Employers typically subsidize automobile use by providing a parking space to employees but leave the employee responsible for any costs of commuting by other modes, such as transit or bicycle. The City of Ypsilanti, for example, provides downtown parking permits to City Hall employees, while downtown permits usually cost \$200; many EMU departments similarly cover the costs of employee parking permits, while student commuters pay \$200 for fall/winter parking hangtags. A parking cash-out program makes the cost of parking transparent to the employee, removing the incentive to drive, by offering them the cash value of a parking permit if they do not take the permit, or allowing them to transfer the value of the permit to another travel mode, such as a transit pass.

Examples: The go!pass system is used by over 500 employers in downtown Ann Arbor to offer employees a transit fare benefit as an option to driving and parking. EMU recently offered students discounted AATA monthly passes as an alternative to buying a parking permit. Both these programs have proven popular.

Implementation costs: Employers who currently pay for employee parking can offer cash-out options or alternative benefits at no additional cost. Employers who own parking spaces and view them as a no-cost benefit to employees might consider this an additional \$200 annual cost per employee (if the cash-out value were set equal to the paid downtown or campus parking options).

Expected GHG savings: Assuming a modest 2.5% shift of the commuters living within 10 miles of their workplace from driving alone to other modes, 92.5 mtCO₂e could be avoided annually.

Additional benefits: Downtown employees (including at City Hall) who choose a cash-out or alternative benefit free up public parking spaces for downtown business patrons. Similarly, EMU commuters who choose alternative benefits free up parking capacity without new construction costs.

Partners & stakeholders: The DDA, City Treasurer and EMU each issue employee parking permits for various lots; they and downtown commercial landlords would be the key actors in an alternative benefits system.

Considerations: The 2008 survey of downtown Ypsilanti employees found that offering transit benefits would be the single most appealing option to change commute behavior. Offering alternative commuter benefits works best in coordination with strategies like carsharing systems and improved visibility of other travel modes, in order to address other potential concerns about not driving to work.

Recommended approach: Provide a discounted AATA pass via the City Treasurer and DDA as an alternative to downtown parking permits. AATA may be able to offer additional discounts for permits purchased by downtown employees, as counter-peak commuters. City Hall can lead by example by implementing a parking cash-out / alternative benefit option for employees currently eligible for parking permits. Other major parking providers such as Washtenaw County and the Key Bank Building may also be approached as potential participants. EMU should continue to promote their transit pass and shuttle options.

Provide more visibility for alternative transit, including biking and walking paths and bus routes.

tags: transit, transportation, alternate, biking

While local governments cannot necessarily change the structure of regional transit systems, local governments can do much to facilitate the use and adoption of transit, and non-motorized modes including biking and walking. This includes a broad category of activities: cities can encourage the use of these modes through marketing, publishing bicycle maps, improving signs for bike routes, or providing workshops or other informational material. The use of a survey to understand what

people's transportation needs are can help provide more effective, targeted marketing and programs.

Examples: Portland, OR's Smart Trips program¹⁶ has reduced single-occupant car trips by 8-13% in the areas of the city that have been targeted. Transportation Riders United (TRU) has offered "Transit 101" workshops in Detroit and its suburbs in past years to teach people how to use the transit system, with success in converting "never riders" to "occasional riders".

Implementation costs: Costs for implementing biking/walking or ridership promotion programs typically cost in the range of \$30 per household targeted. Some measures, such as bike/walk maps, are significantly cheaper; others, such as reduced-rate transit passes, are significantly more expensive.

Expected GHG savings: Average GHG savings are about 0.8 metric tons mtCO₂e per household, or 4,400 mtCO₂e city-wide.

Additional benefits: People who switch from car use to other modes can save substantially on travel costs. Moving people to other modes vehicles on the road means less congestion and a reduced need for parking. Increased walking and biking improves health and fitness.

Partners & stakeholders: The Ann Arbor Transportation Authority is the key partner for promoting transit and is currently rolling out increased transit service within the city and countywide. City of Ann Arbor and Washtenaw County would both be partners for establishing and publishing bike routes and maps. Bike Ypsi and the Washtenaw Biking and Walking Coalition are relevant community groups that could help spread the word among social networks.

Considerations: People look for predictability and convenience when considering switching travel modes. Make sure additional benefits are highlighted because on only convenience measures, it can be hard to compete with automobiles.

Recommended approach: Connect community partners and develop a marketing plan to understand what people's needs are and to provide solutions for those needs. Provide bicycle maps, routes, and other way finding mechanisms to make the transition to bike commuting easier and more hassle free. Special attention should be paid to the connections between campus and Ypsilanti's downtown and Depot Town areas, encouraging students to explore the surrounding city. The city's existing Non-Motorized Advisory Committee should be the lead group within the city structure for this action.

Create and promote bike-sharing and car-sharing programs

tags: transportation, biking

Vehicle-sharing programs allow users to rent bikes or cars by the hour, increasing transportation access and making it easier to get where they need to go. Creating a bike-sharing or car-sharing

¹⁶ Portland Bureau of Transportation, "Smart Trips," webpage, <http://www.portlandonline.com/TRANSPORTATION/index.cfm?c=ediab>, accessed April 25, 2012.

program in Ypsilanti would supplement existing bus service, allow more residents to go without cars, and encourage travelers to take advantage of existing non-motorized transportation networks while spending time in Ypsilanti.

Examples: M-Bike.org suggests that our region should use Nice Ride Minnesota--the twin cities' bike share program--as a model. Users can pick up a bike from one of 75 kiosks over a 7.75 square mile service area. Rental rates are charged by the hour, and users must pay to subscribe for the day, month or year. The program is managed by a nonprofit. Nice Ride MN was founded through a partnership between local government, foundations, and local businesses.

Implementation costs: University bike rental programs are typically funded by grants and rental fees. Initial costs include bike and rack purchase, storage, maintenance and management hiring. Using Nice Ride's cost per bike and formulas for projected number of subscribers, and assuming that 1 bike will cover 15 subscribers, a bike share program that covers EMU's campus, Ypsilanti's historic downtown and Depot Town could be implemented with initial costs of \$492,000 and an annual operating cost of \$229,000. Annual operating costs could be recouped through fees for subscription or bike use. Car sharing can be as simple as instituting an online community forum for residents and students to formulate carpool systems. The forum can be publicised through municipal websites, Facebook, local community groups and by local universities. Another option is encouraging universities and businesses to participate in a private shared-use car service for their students and employees which can be a cost-saving alternative to purchasing parking passes.

Expected GHG savings: Bike Detroit notes that a 4 mile trip by bicycle will keep 15 pounds of pollutants out of the air. Using the same ridership projections as Nice Ride which estimates 5% of resident use, 3% local employee use, and 7% student use, bike sharing could alleviate 23,007 vehicle miles travelled annually in Ypsilanti. That equates to 10.3 mtCO₂e in savings annually.

Zipcar at the University of Michigan maintains around 1,000 vehicles and states that each Zipcar takes 15-20 cars off the road. Zipcar reports that 90% of their members drove 5,500 miles or less each year which equates to more than 32 million gallons of gasoline unused (219 gallons of gas saved per member). That's a savings of 313,586 mtCO₂e each year or 2.1 mtCO₂e per member.

Additional benefits: Encouraging bike use improves resident quality of life due to increased exercise. Both bike-sharing and car-sharing decrease the amount of cars on the road which limit the amount of traffic congestion and traffic delays - saving time and gas. Less cars also means the need for less parking spaces.

Partners & stakeholders: More and more students across the country are urging their universities to provide bike rentals on campus to encourage safer, faster, cheaper, more environmentally friendly means of traveling to class and around the city. Eastern Michigan University would be a great place to implement these practices. Oakland University already runs a free bike share program--EMU could meet with them.

Considerations: The City of Ann Arbor may soon be adopting a bike sharing program. Once this effort gets underway (if Ypsilanti's does not begin before FY2013, which is when Ann Arbor's is slated to begin), Ypsilanti can learn from this neighboring city.

Recommended approach: The City should partner with Eastern Michigan University to create a bike-sharing program and car-sharing network. The City would benefit from a partnership with Eastern Michigan University and the DDA to encourage the creation of a bike-sharing program and expand the awareness of its car-sharing network. The programs can originate at the university, targeting students as the primary users with the source of information available online and at new student orientation. From there the online network can expand to faculty and university employees. Partnership with the DDA could provide local businesses with a bike or car-sharing option for employers and employees to utilize in the place of parking permits.

Prioritize infill development opportunities in Master Plan update

tags: land use, quality of life, development

Infill development prioritizes development on vacant or underused land in existing cities and urban areas over construction in outlying areas. In addition to supporting lower GHG behaviors, as mentioned in the introduction to this section, infill development makes financial sense to communities, increasing tax yield over a given area: the State of Michigan's 2009 Climate Action Plan identifies land use planning measures as the single most cost-effective means to reduce greenhouse gas emissions, generating significant fiscal returns at the same time as reducing emissions.

While the City of Ypsilanti is no stranger to encouraging infill, it could capitalize on additional opportunities. Several of these options are already being explored by city staff; others should be fully developed during the upcoming revision of the city's Master Plan:

((SECTION UNDER DEVELOPMENT, TO BE INCLUDED IN NEXT VERSION OF PLAN))

X. Implementation

This section will be developed after the planning commission and city staff provide feedback and approve the final recommended goals and strategies. This section will be included in the next version of the plan for Planning Commission review on 6/20/2012.

- A. Efforts Underway*
- B. Direct Investments*
- C. Programmatic Efforts*
- D. Policies Driving Change*
- E. Regional Opportunities*
- F. Community Initiatives*

Short-Term/Long-term

Funding change: tools and opportunities

While many of the strategies recommended lead to significant cost savings for residents, businesses, and City Hall, upfront implementation costs are still an issue in the city's current fiscal condition. Several options are possible for funding improvements.

Property Assessed Clean Energy (PACE): A PACE program provides private property owners with affordable financing to make energy related improvements, with payments made over time in the form of an assessment on the property. Because the loan is attached to the property, it is considered lower risk than a loan to an individual, keeping defaults and financing costs low. Additionally, the cost savings from the energy efficiency improvements often cover the costs of the payments over time. A PACE program requires the backing of a municipal entity through issuance of bonds: the City of Ypsilanti is unlikely to undertake this, due to the community's small size and existing debt load, but the city can take advantage of a regionally pooled PACE program currently being created by SEMREO.

Revolving loan fund: The City of Ypsilanti has set aside \$250,000 from past years' budget surpluses to be used as an internal revolving loan fund to make energy efficiency improvements to municipal buildings. While a modest amount, this unusual and forward-thinking step provides the city with funds to invest in its own energy (and cost) savings. The city should undertake full energy audits of its structures to identify the highest returns on investment of these funds, and leverage DTE rebates or bulk purchasing opportunities with EMU or other communities to maximize the impact. In any case, though, the city should work to make investments with this fund as quickly as possible: the fund can't begin saving money for the city until it is used. Similarly, returns to the fund should be spent as soon as enough accumulates to make further investments, in order to maximize the financial benefits.

Voluntary contributions: Some projects may find community support through voluntary contributions. Ypsilanti has already had success with this approach around the Solar City Hall project, raising \$1,000 in grant matching funds through donations. A donation program is most appropriate for projects that have only indirect financial benefits but are highly visible or provide benefits in the form of quality of life or pride of place--efforts like street tree planting, raising matching funds for major bike/walk projects, further alternative energy pilot projects or developing a community sustainability library are most likely to fall into this category. For a voluntary contribution program to work, it should have clearly stated purposes for the funds, and the city might consider asking a "trusted" third-party organization, such as the community foundation, to serve as fiduciary. Contributions could include structures such as monthly/annual "subscriptions" or as a carbon offset based on the donor's driving patterns or utility bills.

DDA TIF funding: In the past few years, the Ypsilanti DDA successfully used direct matching grants to help property owners make facade improvements or other capital investments. This program could be explicitly extended to cover energy efficiency or alternative energy projects; these projects could be considered within the DDA's mission by helping reduce business operating costs. The DDA could also undertake public infrastructure improvements with its TIF funding, such as streetlight upgrades, street tree planting, or considering shared geothermal well installation in coordination with future parking lot resurfacing work.

State and Federal grant funding: TBD

APPENDIX:

A. City of Ypsilanti GHG Assessment Analysis

DRAFT

City of Ypsilanti GHG Assessment Analysis

**WARM TRAINING CENTER
Michigan Suburbs Alliance
February 5, 2012**

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The purpose of this Greenhouse Gas Inventory is to establish a baseline of greenhouse gas emissions for both the governmental and community sectors. This baseline will be used to develop strategies and measure future reductions of greenhouse gas emissions resulting from the implementation of those strategies.

Data Collection Boundaries

Organizational Boundaries

The Local Government Operations Protocol (LGOP), developed in partnership by the California Air Resources Board (ARB), California Climate Action Registry (CCAR), and ICLEI – Local Governments for Sustainability (ICLEI), in collaboration with The Climate Registry and dozens of stakeholders, is designed to provide a standardized set of guidelines to assist local governments in quantifying and reporting GHG emissions associated with their government operations.

The Protocol provides the principles, approach, methodology, and procedures needed to develop a local government operations GHG emissions inventory. It is designed to support the complete, transparent, and accurate reporting of a local government's GHG emissions. The Protocol guides participants through emissions calculation methodologies and reporting guidance applicable to all U.S. local governments.

The Local Government Operations Protocol indicates that GHG emissions must be measured ONLY from sources over which a local government has operational control. A local government has operational control over an operation if the local government has the full authority to introduce and implement its operating policies at the operation. One or more of the following conditions establishes operational control:

- Wholly owning an operation, facility, or source; or
- Having the full authority to introduce and implement operational and health, safety and environmental policies (including both GHG- and non-GHG- related policies).

Under the operational control approach, a local government accounts for 100 percent of emissions from operations over which it has operational control. It should be emphasized that having operational control does not mean that a local government necessarily has authority to make all decisions concerning an operation. For example, big capital investments will likely require the approval of all the partners that have joint financial control.ⁱ

Operational Boundaries

Scope

To separately account for direct and indirect emissions, to improve transparency, and to provide utility for different types of climate policies and goals, this Greenhouse Gas Assessment follows the WRI/WBCSD GHG Protocol Corporate Standard in categorizing direct and indirect emissions into “scopes” as follows:

- Scope 1: All direct GHG emissions (with the exception of direct CO₂ emissions from biogenic sources).

- Scope 2: Indirect GHG emissions associated with the consumption of purchased or acquired electricity, steam, heating, or cooling.
- Scope 3: All other indirect emissions not covered in Scope 2, such as emissions resulting from the extraction and production of purchased materials and fuels, transport-related activities in vehicles not owned or controlled by the reporting entity (e.g., employee commuting and business travel), outsourced activities, waste disposal, etc.

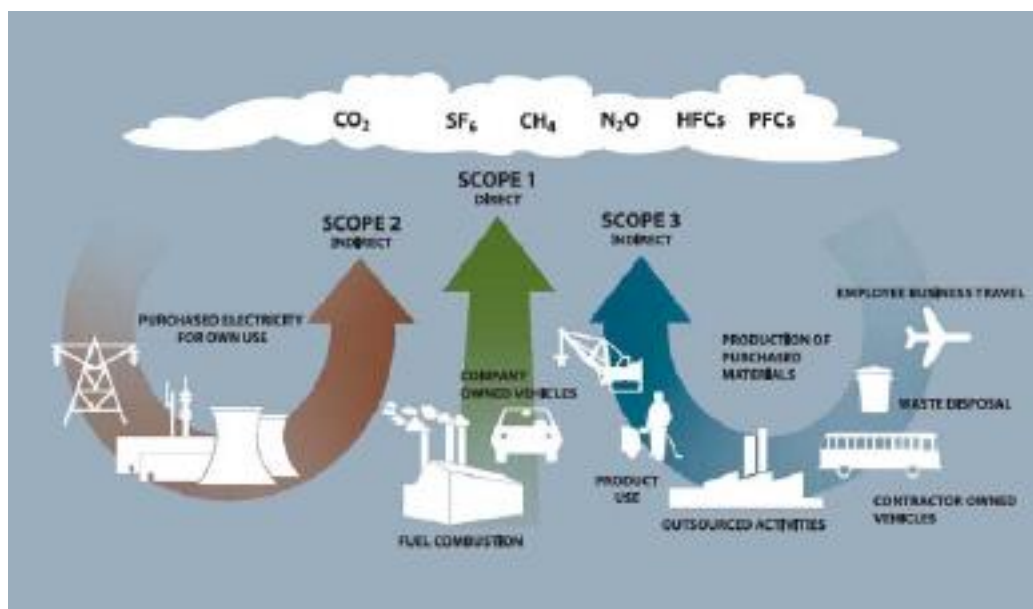


Figure 1 - Overview of Scopes and Emission Sources

Source: WRI/WBCSD GHG Protocol Corporate Standard, Chapter 4 (2004).ⁱⁱ

Community

Community Emissions results from a number of different sources. Scope 1 emissions include heating, cooling, and lighting of homes, businesses, and institutions; individual vehicles and mass transit; landfills; and industrial processes. Scope 2 emissions are from electricity generation for lighting and air conditioning in residential, commercial, and industrial emissions throughout the community. Scope 3 emissions are from waste generated within but disposed of outside of community, emissions from vehicles by community residents, government waste disposal, and employee commute. Any biogenic emissions from the burning of biomass or biofuels are counted as information items in the greenhouse gas emissions accounting protocols.

Community			Governments	
	Emission Category	Example Sources	Emission Category	Example Sources
Scope 1	Stationary Combustion	Heating Buildings with Fossil Fuels	Stationary Combustion	Heating Buildings with Fossil Fuels
	Fugitive Emissions	Escaped Refrigerant Gasses (Buildings, Vehicles), Wastewater Treatment/ Landfill Emissions w/in community	Fugitive Emissions	Escaped Refrigerant Gasses (Buildings, Vehicles), Methane from Gov. Operated Waste Disposal Facilities

	Process Emissions	Industrial Processes, Manufacturing		
	Mobile Emissions	Vehicle Miles Travelled Within Community		
Scope 2	Emissions from Purchased Electricity	Lighting, Appliances, Air Conditioning	Emissions from Purchased Electricity	Lighting, Computers, Air Conditioning
Scope 3	Fugitive Emissions	Community-generated waste at landfills outside boundary	Fugitive Emissions	Emissions from Contracted Waste Hauling Service, Gov't Waste Disposed to Date
	Mobile Emissions	Emissions from Vehicles Used by Community Residents	Mobile Emissions	Emission from Employee Commute, Contracted Services
Information Item	Biogenic Emissions	Wood Heat, Biofuel Use	Biogenic Emissions	Wood Heat, Biofuel Use, Renewables

Figure 2 - Community and government scope inclusions

Municipal

Municipal emissions are typically a small percentage of the overall community emissions profile. However, because the government has control over the processes, technologies, and procedures that result in municipal emissions, focus on these emissions can be a productive source for emissions reductions. Scope 1 emissions from local governments include fossil fuel combustion and fugitive emissions in both governmental buildings and facilities and fleet and transit vehicles. Scope 2 emissions are from electricity generation for lighting and air conditioning in municipal buildings. Scope 3 emissions are from contracted services, government waste disposal, and employee commute. Any biogenic emissions from the burning of biomass or biofuels are counted as information items in the greenhouse gas emissions accounting protocols.

Overall Emissions

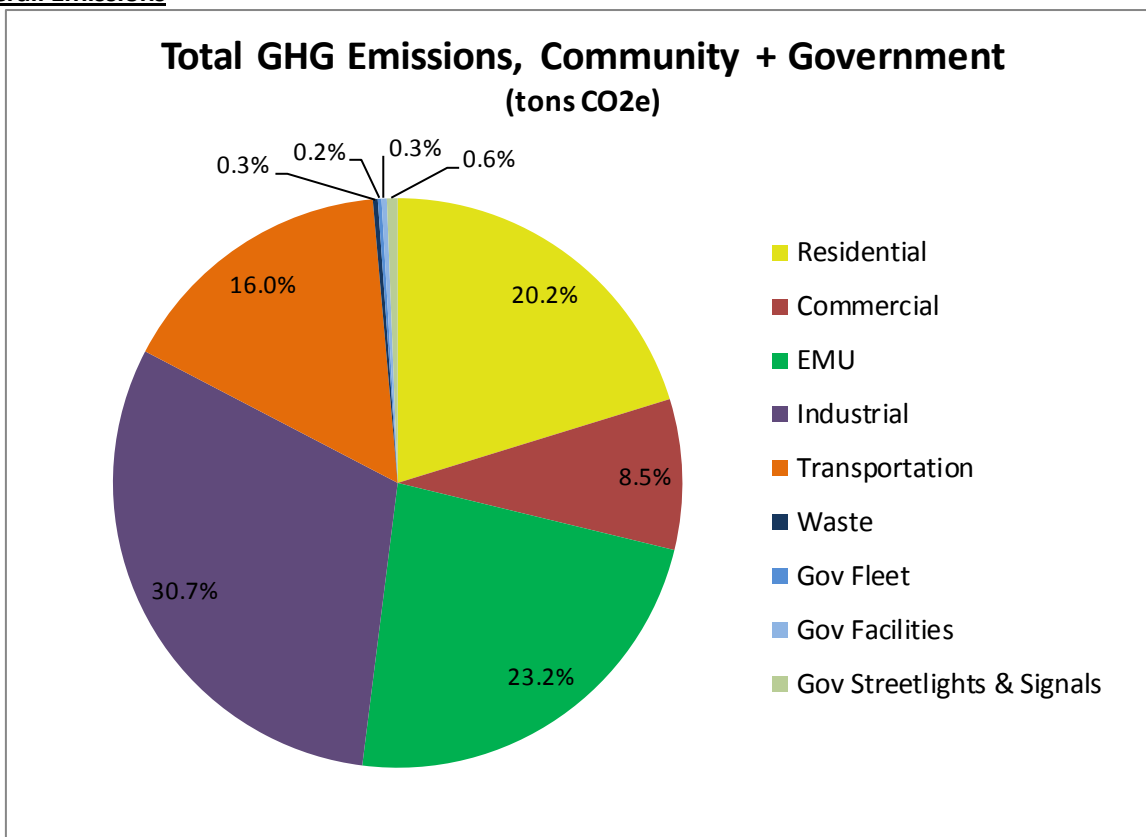


Figure 3 - Total greenhouse gas emissions in Ypsilanti

The community of Ypsilanti participated in activities that contributed 302,710 metric tons of GHG emissions (CO₂e) into the atmosphere in 2005/2008, equivalent to 15.0 metric tons per capita for the city. On average, US Emissions per capita in 2000 were 24.5 metric tons CO₂e for comparison.ⁱⁱⁱ The Ypsilanti city government contributed 3,387 metric tons of emissions, about 1.1% of the total emissions. However, local government has a number of levers from which to change not only its own behavior, but also that of its citizens.

Community Emissions

Emissions from the “community” at large are significantly greater than those emissions just from governmental operations. In 2008, total emissions from the community of Ypsilanti were 302,710 metric tons metric of CO₂ equivalent (CO₂e).¹

¹ Transportation and Waste Data were from 2005, All Other Sectors were from 2008

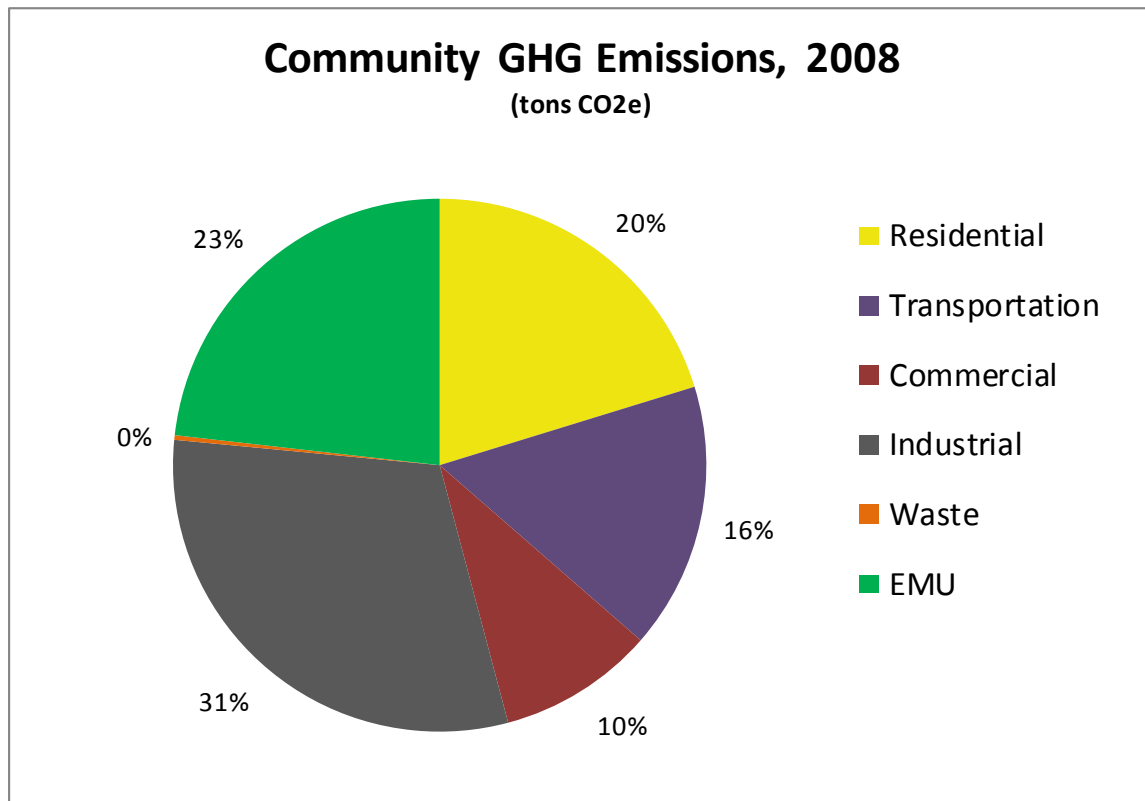


Figure 4 - Percentage of community greenhouse gas emissions by sector

As illustrated, the commercial sector in Ypsilanti was the greatest contributor to GHG emissions, with 9.5% of the total emissions plus 23% additional commercial from Eastern Michigan University (EMU). Industrial followed close behind at 31%. Residential was third, with 20% of the total emissions. Transportation emitted 16% of total emissions. Emissions from community waste, a “Scope 3” source, made up 0.3% of the overall emissions profile.

The large contributions of the industrial and commercial sectors are attributed to two factors. First, Eastern Michigan University, a large part of the Ypsilanti community, was a large commercial emitter, producing 70,228 metric tons of CO₂ equivalent emissions in 2008. EMU’s emissions were considered additive to the existing community emissions. Another methodological issue due to unclear data scope could have also led to the large contribution of industrial and commercial to overall community emissions. See the Electricity/Natural Gas methodology section for an in-depth explanation.

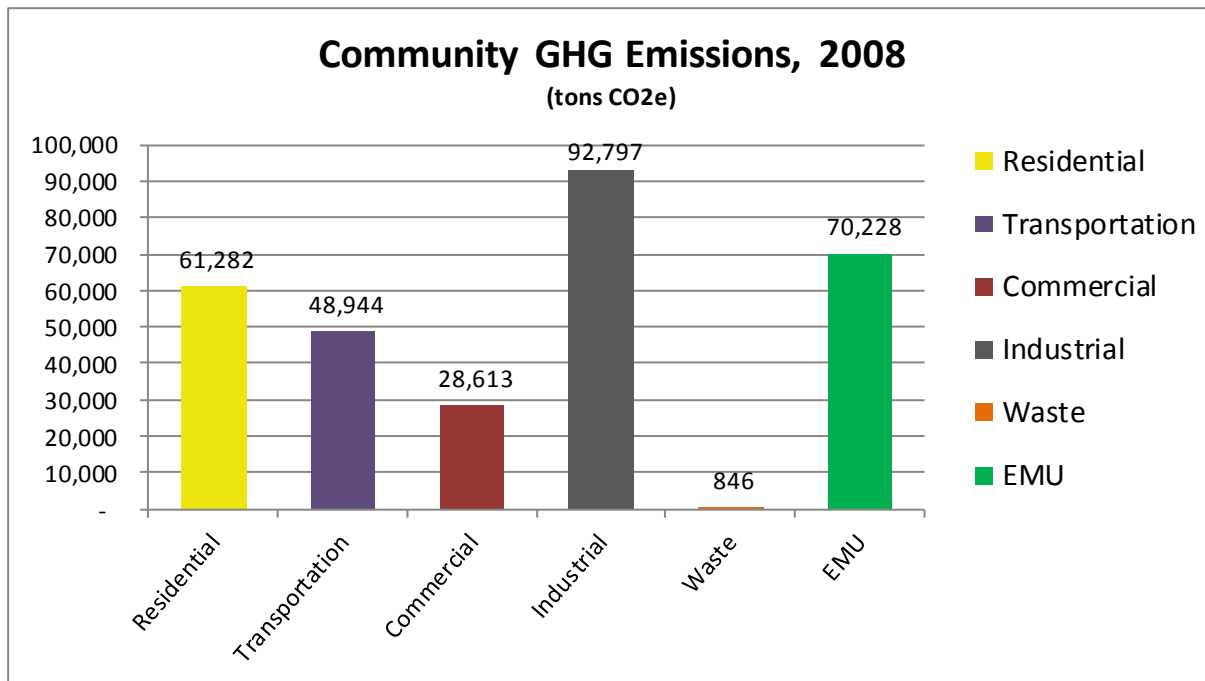


Figure 5 - Raw amount of community greenhouse gas emissions by sector

Emissions by Fuel

When we examine the emissions by fuel type, note that 71.6% of total community emissions come from electricity. Gasoline and natural gas are close with 12.1% and 11.6% respectively. This is followed by diesel (4.0%). Fuel oil (0.2%) and fugitive emissions (0.3%) each make up a small percentage of total emissions.

In comparison to emissions for the state of Michigan as a whole, electricity in Ypsilanti was responsible for about twice the percentage as the state (36%). Emissions from heating fuel use (natural gas, fuel oil, and propane) in Ypsilanti were less than half (12%) of contributions statewide (27%). Emissions from transportation (gasoline and diesel) were about even for both, at approximately 24%. Emissions from waste in Ypsilanti were about 1/10th of that in the state. Finally, emissions from industrial processes and agriculture were not noted in the case of Ypsilanti, whereas they consisted of 7% and 3%, respectively, for the state.^{iv}

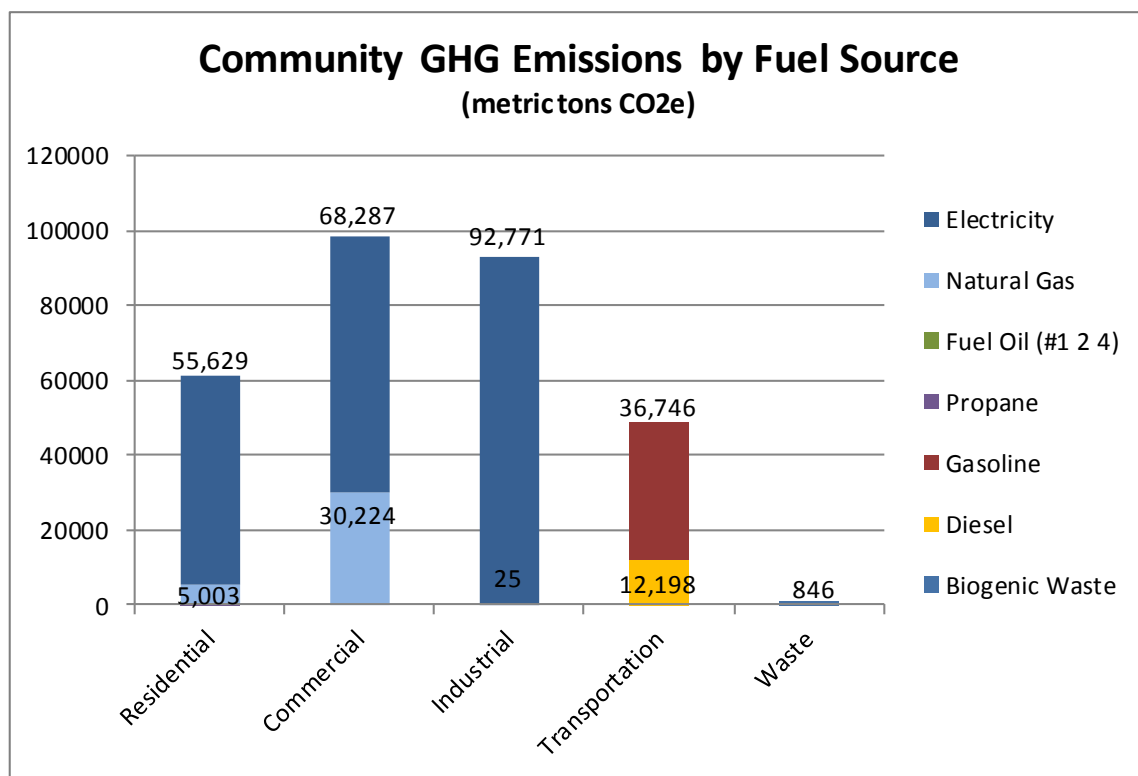


Figure 6 - Ypsilanti community emissions by fuel source

Emissions by Scope and Sector

Examining emissions by scope is an important component of any GHG assessment (see figure 7). Scopes are important for prioritizing investments to reduce impacts. Scope 1 and 2 emissions are the most directly influence-able by local action and thus most inventories only include scope 1 and 2 emissions in their totals. Scope 3 emissions are those emissions either partly or wholly outside of the geographic bounds of the city.

For Ypsilanti, Scope 2 emissions are more than double Scope 1 emissions. Scope 3 emissions are attributed to sources outside of the city and in Ypsilanti's case, include emissions from the miles travelled for all trips beginning or ending with the city (including those miles travelled outside of the city) and the fugitive emissions (largely methane) from garbage produced by city residents and businesses and sent to the Woodland Meadows landfill, operated by Waste Management.

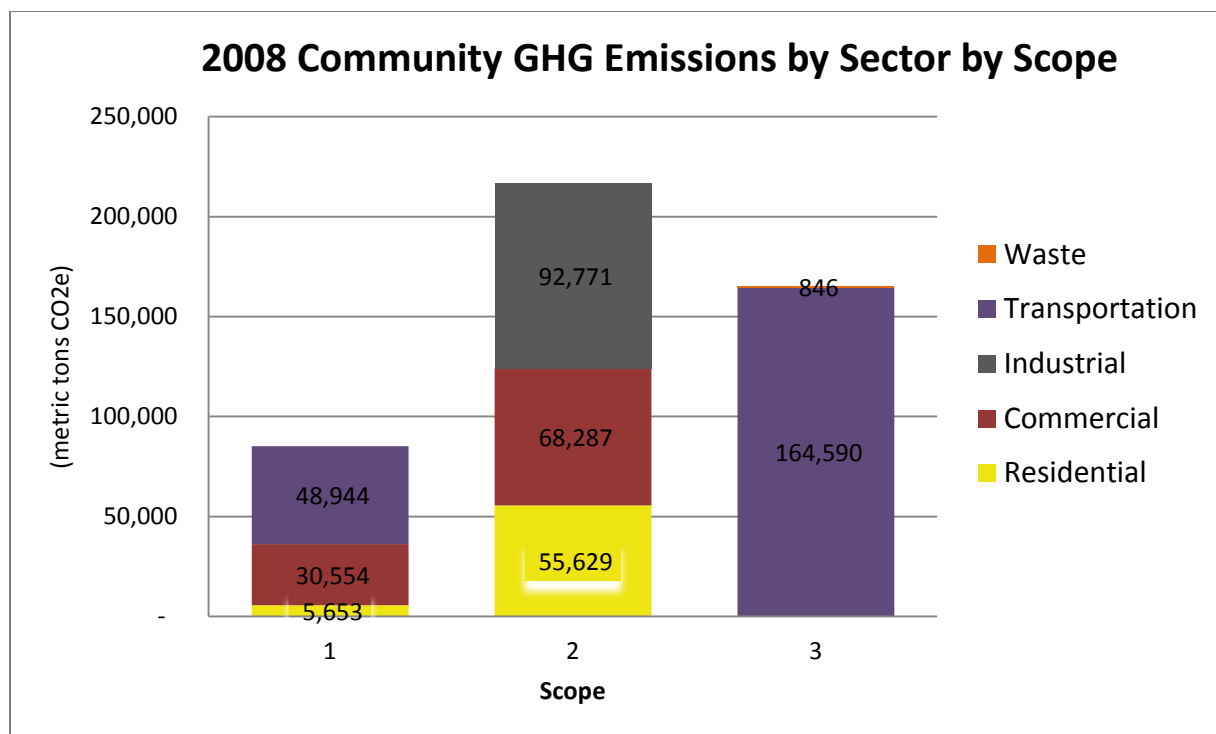


Figure 7 - Total community emissions by scope

Residential

The residential sector in Ypsilanti was responsible for 61,282 metric tons of CO₂ equivalent GHG emissions in 2008. Residents of Ypsilanti consumed 941,128 thousand cubic feet (MCF) of gas and 71,106,154 kWh of electricity in 2008 purchased from MichCon /Detroit Edison (DTE). On a per household perspective, residents in Ypsilanti used about 97.5 MCFs of natural gas and 7,366 kWh of electricity annual per occupied housing unit, assuming there were 9,653 occupied housing units in Ypsilanti in 2008, according to the US Census.^v Based on data provided by the Michigan Public Service Commission, the average residential MichCon /Detroit Edison customer in Michigan consumed 109.4 MCFs of natural gas and 7,942 kWh of electricity in 2008.^{vi} Given these figures, consumption in Ypsilanti is below the average for both gas and electric, although gas consumption seems to be slightly less.

In addition, using census estimates and Energy Information Administration (EIA) figures, we estimated the 2005 fuel oil and liquid petroleum gas (LPG) usage in Ypsilanti to be 19,110 and 77,616 gallons, respectively. Estimates were that 35 housing units used fuel oil as their primary heat sources and 112 housing units used LPG.

Commercial/Industrial

Commercial customers, excluding EMU, emitted 28,613 metric tons of CO₂e whereas industrial customers emitted 92,797 metric tons through their consumption of natural gas and electricity. Eastern Michigan University, the major commercial customer in Ypsilanti, emitted 70,228 metric tons of CO₂e in 2008. Commercial customers consumed 35,354,150 kWh of electricity and 179,518 MCFs of natural gas in 2008 to produce the above mentioned GHG emissions.

Industrial customers used 118,582,186 kWh of electricity and 4,794 MCFs of natural gas from

MichCon/DTE. The low number for industrial natural gas may be because industrial customers bought gas through third party providers, which are numerous and difficult to contact.

We did not calculate emissions from alternate fuels such as fuel oil and LPG for the commercial and industrial sectors because there was no reliable method to estimate the usage statistics for these sectors. Unlike the residential sector, no surveys were conducted that would indicate approximate number of businesses using different fuels for heating.

Transportation

Scope 1 emissions from all the vehicle miles travelled (VMT) on *non-freeway* roads within the city of Ypsilanti resulted in 48,944 metric tons of GHG emissions, representing 291,560 vehicle miles travelled each weekday throughout the year. These emissions were calculated based on Southeast Michigan Council of Governments (SEMCOG) regional transportation model.

We decided that freeway VMT was outside the scope of this GHG assessment for several reasons. First, the City of Ypsilanti has no jurisdiction over the operation and maintenance of I-94 and thereby cannot affect traffic on the freeway. Second, much of the traffic on the highway is not coming from, nor bound for the city. Thus, attributing the GHG emissions from the freeway passing through Ypsilanti was deemed inappropriate for this study.

Emissions from bus transit in the city of Ypsilanti provided by the Ann Arbor Transportation Authority (AATA) was 426 metric tons representing approximately 14,262 service hours in the community and 578,229 annual boardings.

Scope 3 emissions from the total VMT for *all trips beginning and ending within the city* on all road types (including highways) were estimated to be 164,590 metric tons of CO₂e. Because a significant portion of these miles would be driven outside the city boundaries, this estimate is considered a “Scope 3” emission source. However, because these miles are driven by people travelling to or from the city, it is an important source of potential emissions reduction.

Waste

Emissions from solid waste for the residents and businesses of the city of Ypsilanti are considered to be a Scope 3 emission, because the waste is disposed of outside of the geographic boundaries of the city. However, emissions from the waste landfilled in 2005 contributed 846 metric tons of GHG emissions to the environment.

Waste from the City of Ypsilanti is taken to Waste Management’s Woodland Meadows landfill, where there is a landfill gas capture system. While the quantity of methane expelled to the atmosphere through landfilling depends on the technology used at the specific landfill, we assumed a methane capture efficiency of 75%, a generally accepted efficiency rating for landfills. Different landfills are able to capture greater or lesser amounts of methane for other uses.

Municipal Emissions

Municipal emissions in 2005 totaled 3,387 metric tons of CO₂e. This amounts to 2.2% of the total community emissions profile. However, we focus on these emissions because we can have a tangible effect on how we undertake the activities that cause these emissions.

As illustrated, lighting makes up the majority (54%) of total emissions for the government of the City of

Ypsilanti. Buildings and facilities comes in second at 27%, with fleets at 19%.

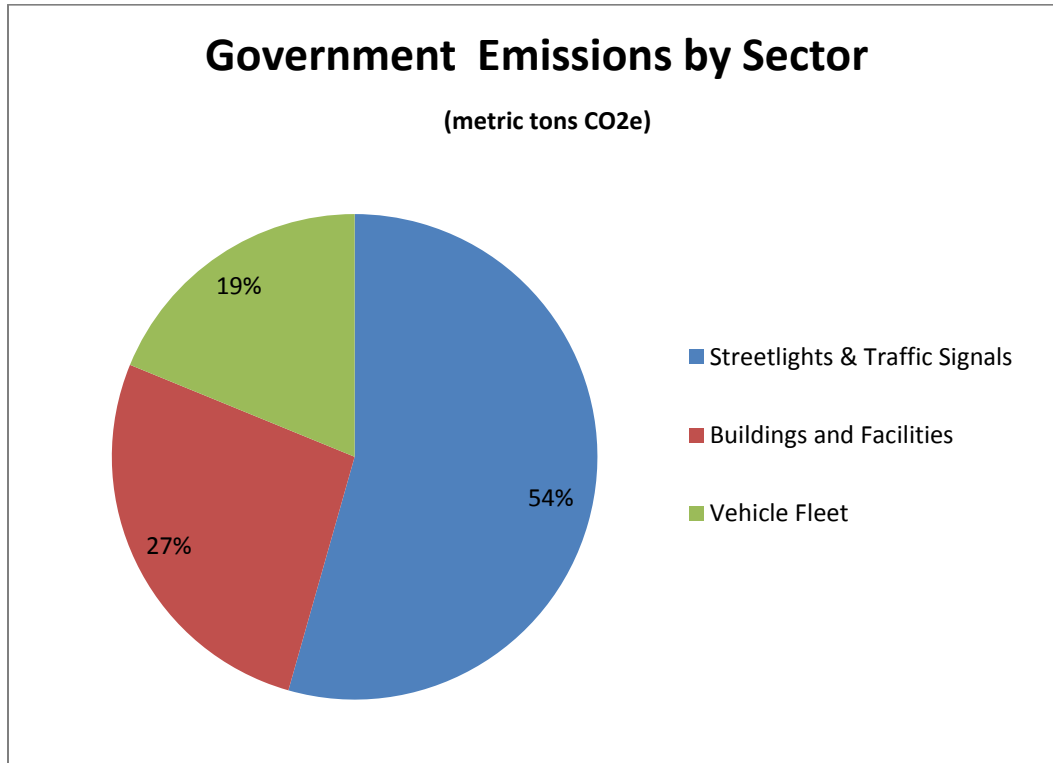


Figure 8 - Ypsilanti Government emissions by sector

Emissions by Fuel

Emissions from electricity generation (Scope 2) make up the vast majority of municipal emissions, at 69%. The final 31% of municipal emissions is made up of Gasoline (13%), Natural Gas(12%), and Diesel (6%).

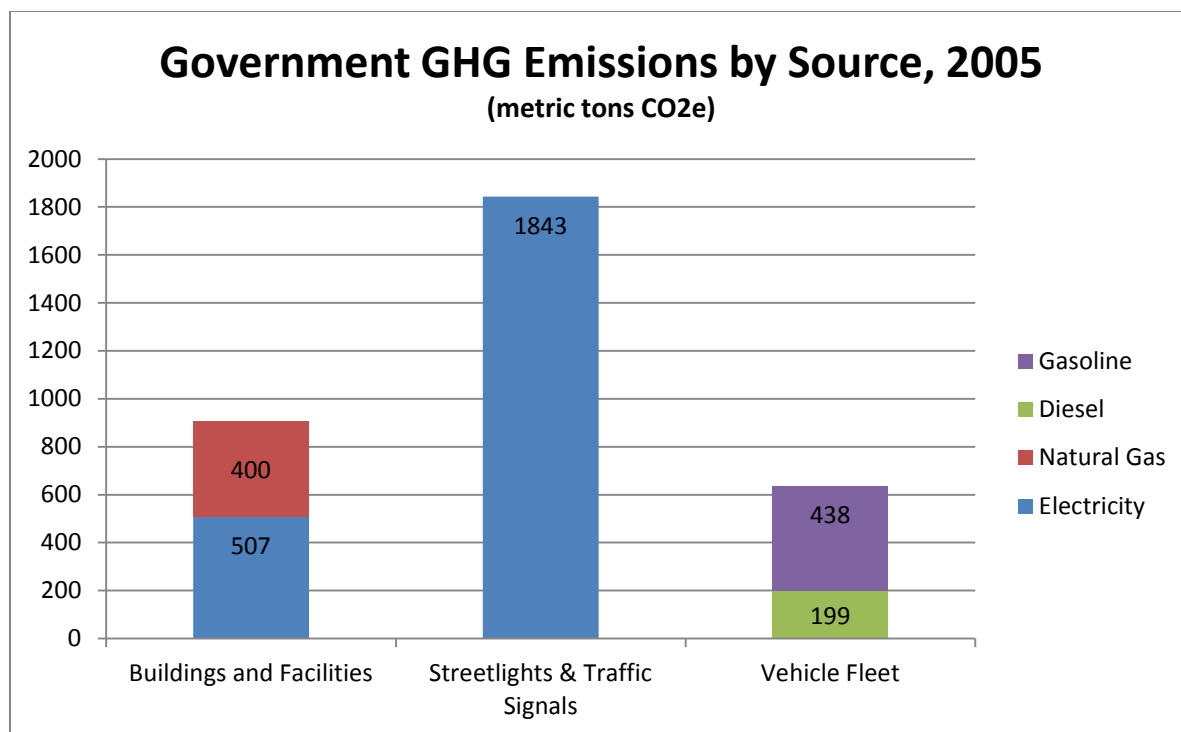


Figure 9 - Government GHG Emissions by Fuel and Sector

Emissions by Scope and Sector

When considering municipal emissions, it is important to consider emissions by Scope. Scopes are a way of delineating the degree of control that a local government has over the source. See the Scope section of the introduction for more on this topic. The majority of emissions from local government operations come from Scope 2 or electricity generation. Scope 1, or direct emissions from heating fuels and other on-site uses, constitutes a lesser component of the total emissions. The emissions for Scope 3 is from the estimation of the employee commute.

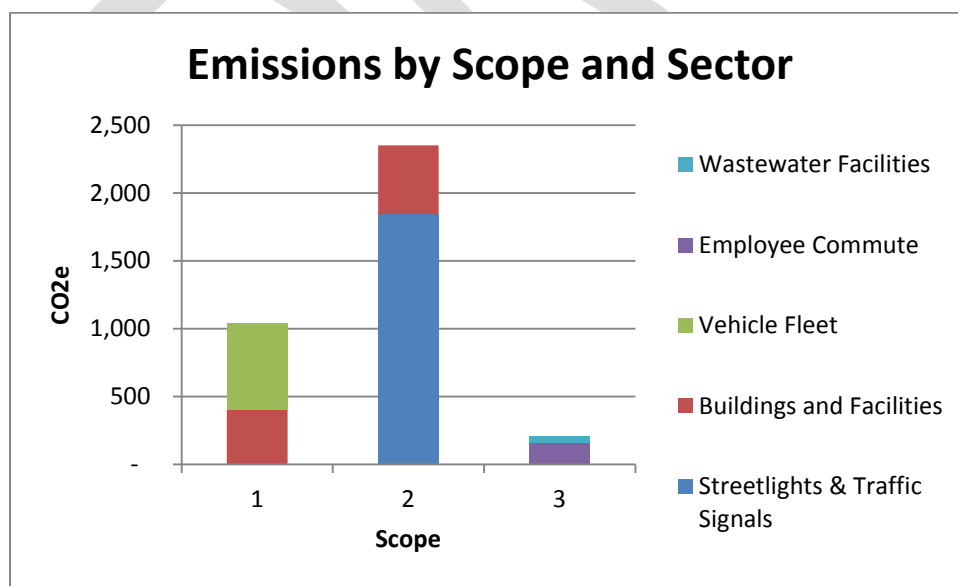


Figure 10 - Government emissions by scope and sector

Buildings and Facilities

Emissions from facilities accounts for approximately 27% of the total municipal emissions in 2005. Buildings and facilities were responsible for 907 metric tons of GHG emissions in 2005.

Municipal Building Facility	% of Sector Emissions from Electricity	% of Sector Emissions from Natural Gas	CO2e Emissions from Electricity	CO2e Emissions from Natural Gas	Total CO2e Emissions
Fire Station	12%	10%	109	94	203
Police Station	14%	7%	128	64	191
City Hall	12%	1%	111	12	123
Public Works Yard	3%	8%	28	72	100
Rutherford Pool	5%	5%	44	44	88
Parkridge Community Center	4%	5%	38	47	85
Ypsilanti Historical Museum	2%	3%	17	29	46
Senior Center	3%	2%	28	16	44

Figure 11 - Total emissions and percentage of emissions from government buildings

The Fire and Police Stations are some of the most intensive energy users, each emitting approximately 200 metric tons per year. City Hall and the Public Works Yard are the next most intensive, each emitting about 100 metric tons/year. The pool and community center each emit around 90 metric tons and the Historical Museum and Senior Center emit approximately 45 metric tons annually. Further analysis would be worthwhile to examine energy intensities for these buildings.

Public Lighting

Emissions from lighting makes up 54% of total municipal emissions, an exceptionally high amount as compared to other municipalities we have examined. Streetlights make up 68% of this amount. Traffic makes up 30%. The remaining 2% consists of park, parking, and miscellaneous lighting.

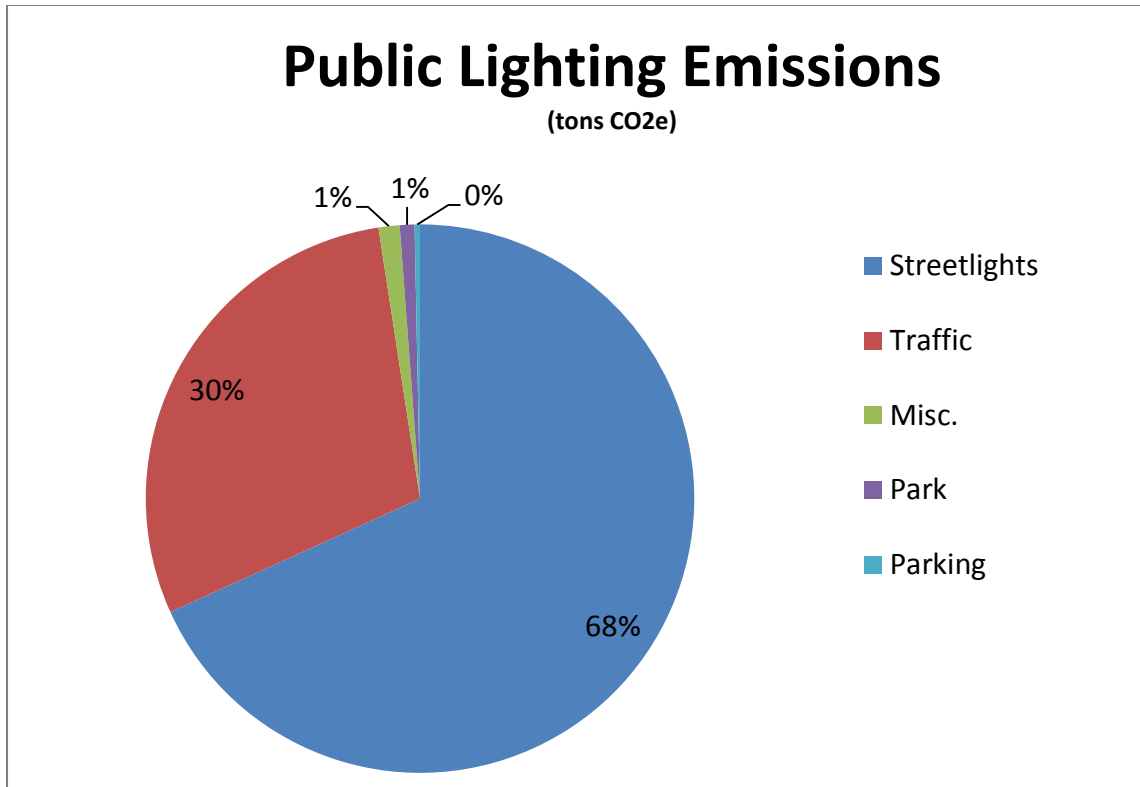


Figure 12 – Emissions by Lighting Type

Fleet

Overall GHG emissions from the City of Ypsilanti vehicle fleet were 637 metric tons of CO₂e in total. Emissions from Police vehicles accounted for the greatest quantity of emissions (219 metric tons), followed by Public Works (179 metric tons), Environmental (124 metric tons), Fire (62 metric tons), Building (29), and General (25 metric tons).

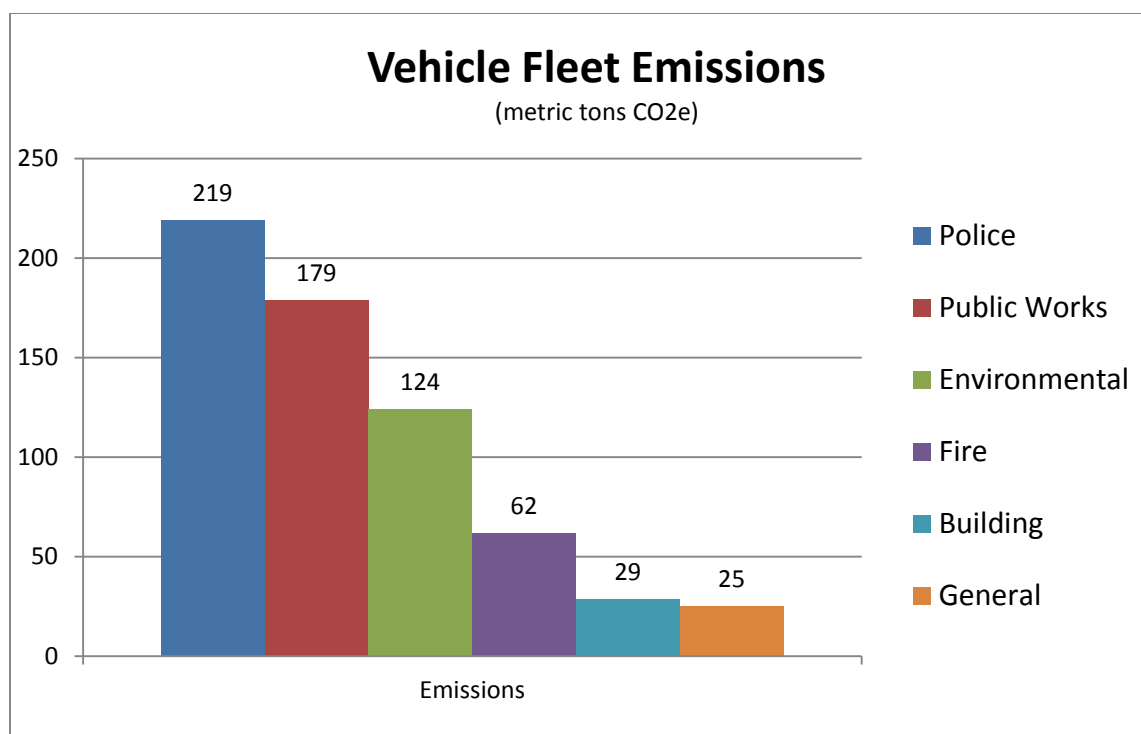


Figure 13 - Graph of government vehicle fleet emissions separated by department

Waste

We did not obtain any data specific to the waste generated within municipal operations within the City of Ypsilanti. Regardless, any emissions from waste disposed of outside the city are considered to be Scope 3. However, numerous actions can be taken to reduce the quantity of municipal waste headed for the landfill.

Wastewater (Scope 3)

Wastewater produced within the City of Ypsilanti is treated by the Ypsilanti Community Utility Authority, a quasigovernmental authority managed by a board with representatives from all the member communities. However, the City of Ypsilanti does not have operational control over the operations of the YCUA. Neither is the wastewater treatment plant located within the geographic bounds of the City. Therefore, any emissions from the wastewater treatment plant should be considered "Scope 3" emissions for the City of Ypsilanti.

The YCUA wastewater treatment plant emitted 48.5 metric tons of CO2e emissions in 2005, composed entirely of N₂O in the process of treating wastewater from the City of Ypsilanti.

Employee Commute (Scope 3)

We estimated emissions from current employee commuting patterns to equal 163 metric tons of CO2e. Relevant indicators were that 88 out of 95 employees drive 389,323 vehicle miles yearly. Therefore, only 7 employees arrive to work by modes other than individual vehicle. However, 31% of employees lived within 5 miles of their job location. Additionally, many respondents were interested in other modes of travel, as noted in the table.

Mode	%
Carpooling	41%
Vanpooling	24%
Public Transportation	21%
Bicycling	31%
Walking	21%

Figure 14 - Government employee interested in commute mode

Methodology

This section outlines the methods used to generate the GHG emissions estimates for the different sectors within the community and the government. As data availability varied for each of these sectors, we used slightly different methods depending on the detail and accuracy of the data procured. Each section begins with a table that summarizes the data sources, years, and assumptions made throughout the calculation process.

Community

Community Data Sources and Assumptions				
	Data	Year	Data Source	Assumptions
Residential	Electricity	2008	DTE	Prorated based on Occupied Households
	Natural Gas	2008	DTE	Prorated based on Occupied Households
	Fuel Oil	2005	Census/EIA	Based on Surveys
	LPG	2005	Census/EIA	Based on Surveys
Commercial/ Industrial	Electricity	2008	DTE	Prorated based on Occupied Households
	Natural Gas	2008	DTE	Prorated based on Occupied Households
	Fuel Oil	2008	EMU	Added to Other Estimates
	LPG		NA	Not Available
Transportation	Vehicle Miles Travelled	2005	SEMCOG (VMT) ICLEI (emissions factors)	1. Based on Regional Travel Model 2. Only non-highway VMT within the jurisdiction included
	Transit		AATA	Service Hours billed to Ypsilanti
Waste	Tons Landfilled	2008	City	Accounts for all waste in City, 75% methane capture, Organic Waste corresponds with EPA averages
	Tons Recycled	2008	City	
	Tons Composted	2008	City	

Figure 15 - Ypsilanti data sources, years, and assumptions

Electricity/Natural Gas

For the community inventory, a number of methods were used to compile the needed data. One main source was the utilities. We set up a meeting with both DTE and Consumers, with the help of Chuck Hersey at SEMCOG, to explain our data request. After working the request through various channels, we were given data sets that contained the total annual consumption of electricity and natural gas within the residential, commercial, and industrial sectors for 2008, 2009 and 2010. We used 2008 for this analysis. However, the city of Ypsilanti lies in two different zip codes: 48197, 48198. Upon doing preliminary analysis on the utility data corresponding to Ypsilanti, we discovered that the per-household

usage was several orders of magnitude higher than the usage in other communities. Out of curiosity, we used the total # of households in the City of Ypsilanti, Ypsilanti Charter Township, and Superior Township (all the units of government in zip codes 48197 and 48198.) Suddenly, the per-household usage was comparable to that for other communities. DTE Energy did not respond to repeated requests for a description of the “envelope” from which this data was drawn. Therefore, we prorated the electricity and gas data provided by DTE Energy for residential, commercial, and industrial sectors based on the Census number of occupied households in the City of Ypsilanti divided by the total number of occupied households in the City and the two surrounding townships.

In addition, Eastern Michigan University provided electricity, natural gas, and fuel oil figures for 2008. EMU purchased electricity from DTE Energy and natural gas through a third party, delivered by DTE Energy.

Emissions factors for electricity were DTE specific emissions factors for 2007 from EPA E-Grid. ^{vii}

Other Fuels

Other fuels, such as fuel oil and liquid propane gas (LPG) would not be accounted for within the estimate given by the utilities. Therefore, for the residential sector, we used the US Census to find the number of households using different kinds of heating fuels. This data is based on a survey of household energy use and computes based on the number of occupied housing units what the likely number of units using a specific fuel might be. Survey estimates of the average quantity of fuel used per household was derived from estimates published by the Energy Information Agency. The table US8, Average Consumption by Fuels Used, 2005, Physical Units per Household estimates average fuel usage by Census Region and Division. Thereby, we used the number of households using that fuel and multiplied by the average consumption/household in the East North Central division of the Midwest Census region. We did not estimate usage of wood as a heating fuel, because of its biogenic nature.

Given the decentralized nature of fuel oil and LPG, we did not estimate commercial and industrial consumption of these two products. The Census does not estimate information on heating fuel usage for commercial or industrial buildings, thereby making it impossible to attain an estimate. The assessor’s office in Ypsilanti indicated that their records did not denote heating fuel used. However, Eastern Michigan University provided fuel oil figures.

The Michigan Air Emissions Reporting System (MAERS) database, collected by the Michigan Department of Environmental Quality, collects emissions estimates from large industrial operations. Two industries in the City of Ypsilanti had entries in the MAERS database for 2005: Eastern Michigan University and Automotive Component Withholdings. However, upon further examination, the entries were largely restricted to natural gas and electricity. Natural gas emissions would be captured in the utility numbers delivered. Emissions from fuel oil were included for EMU. However, subsequently EMU provided energy figures from 2008, with fuel oil included. Additional criteria air pollutant emissions were noted, namely VOC’s and toluene. However, for the purpose of the GHG inventory, these emissions were considered outside of the scope.

Transportation

Community transportation data was developed by the Southeast Michigan Council of Governments (SEMCOG), using their regional transportation model. Using this model, SEMCOG estimated the total highway and non-highway, weekday VMT, within the jurisdictional boundaries of the city of Ypsilanti. It is important to note that SEMCOG’s model only takes into account major roads, thereby undercounting

VMT on neighborhood streets.

Scope 1

SEMOG also provided the Regional Distribution of Weekday VMT by vehicle type. Using the default vehicular emissions factors embedded in the CACP 2009 tool developed by ICLEI, we modified the VMT assumptions per vehicle type to reflect the distribution statistics provided by SEMOG. Finally, we entered the total weekday VMT [annual (262 days)] ONLY for non-highway VMT for each community, reflecting the distribution provided by SEMOG. We did not include the highway VMT because much of that VMT likely did not have the city of Ypsilanti as an origin or a destination. However, a portion of the highway VMT likely DID have the city as a destination. For that reason, our estimate of emissions from the transportation network is likely a conservative underestimate.

Community	Freeway		Non-Freeway		Total
	Miles of Roadway	VMT	Miles of Roadway	VMT	
Ypsilanti	3.6	183,630	47.4	291,560	475,190

Figure 16 - 2005 Average Weekday Vehicle Miles of Travel (VMT) by Road Type

	Vehicle Mile Travelled		%	
	Gas	Diesel	Gas	Diesel
Passenger Cars & Motorcycles	158,435	768	54.3%	0.3%
Light Trucks	102,413	4,109	35.1%	1.4%
Heavy Duty Trucks	-	25,818	0.0%	8.9%
SUBTOTAL	260,849	30,695	89.5%	10.5%
TOTAL		291,560		100.0%

Figure 17 - 2005 Average Weekday VMT from Non-Highway Travel in Ypsilanti

Transit data from 2008 was procured through the Ann Arbor Transportation Authority (AATA). AATA performed 14,262 hours of service in the City of Ypsilanti. We used the AATA annual report to calculate a ratio of revenue miles/hour of service for the entire AATA system as a whole. Using the reported fuel efficiency of 4.08 miles/ gallon, we calculated that AATA buses used 41,718 gallons of diesel fuel and 7366 gallons of B100 biodiesel in 2008 providing service within the City of Ypsilanti. We used standard fuel emissions factors to calculate the total emissions from the fuel consumed. The biodiesel component of the fuel mix had an effective 0 emissions factor, due to its biogenic character.

Scope 3

SEMOG also used their regional transportation model to derive total VMT for all trips beginning and/or ending (on all road types) within the city of Ypsilanti. Note that this VMT includes miles travelled outside of the city boundaries, en route from or to a location within the city. We used the same methodology as

cited above to convert the total VMT into CO2 emissions. The emissions from this VMT is classified as a

Community	Passenger Vehicle Miles Traveled			Truck Miles Traveled			Total VMT
	Start From	End In	Start & End In	Start From	End In	Start & End In	
Ypsilanti	45,720	46,440	12,540	3,440	3,460	480	112,080

Figure 18 - 2005 Average Weekday VMT for Trips Beginning and/or Ending in Community

“Scope 3” emissions, as the city of Ypsilanti cannot necessarily influence the driving habits of its residents, especially pertaining when they are outside the geographic boundary of the city. However, as a community metric, this statistic is important because the residents of the city of Ypsilanti can implement changes in how they transport themselves.

Waste

Waste generated by city residents and businesses but disposed outside of the city boundaries is considered a Scope 3 emissions source because the emissions are being generated outside the geographical boundaries of the city and because citizens have no say in how the landfill is operated. Waste Management operates the Woodland Meadows landfill, where municipal solid waste from the city of Ypsilanti is taken. Waste generation data was provided by the City of Ypsilanti in terms of quantities of waste landfilled, recycled, and composted. Recycling and composting do not count towards overall GHG emissions and thus count as zero. However, to compute the emissions from landfills, we used the default MSW percentages from EPA ^{viii} as a proxy. Because only biogenic waste produces methane, the quantity of methane was calculated using the default waste emissions factors within the CACP software.

We assumed a methane capture efficiency of 75%, a generally accepted assumption for efficiency of LFG collection systems.

Wastewater

Fugitive emissions from wastewater treatment were provided by the Ypsilanti Community Utility Authority (YCUA), which transports and treats wastewater and potable water for residents of the city of Ypsilanti. These emissions are considered Scope 3, because although the wastewater is produced inside the boundaries of the City, treatment is performed outside the geographical boundaries of Ypsilanti. Additionally, because the YCUA is not under control of the City of Ypsilanti, these emissions are not within the scope of the government.

Emissions for the YCUA Wastewater treatment plan were calculated using the Wastewater Emissions Data Tool from ICLEI- Local Governments for Sustainability. Because the YCUA treatment plant does not use digesters, lagoons, or septic systems, the sole source of emissions was fugitive N2O emissions, which totaled 0.1565 metric tons. CACP calculated the CO2 equivalent emissions at 53 metric tons based on a GWP of 310.

Municipal

Municipal Data Sources and Assumptions				
	Data	Year	Data Source	Assumptions
Buildings & Facilities	Electricity	2005	City of Ypsilanti	All City Facilities Accounted For
	Natural Gas	2005	City of Ypsilanti	All City Facilities Accounted For

	Fuel Oil		N/A	
	LPG		N/A	
Streetlights & Signals	Electricity	2005	City of Ypsilanti	All City Facilities Accounted For
Fleet	Vehicle Miles Travelled	2008	City of Ypsilanti	Yearly Averages Used Based on 2008-09 Budget
	Gallons Fuel Purchased	2008	Wacker Petroleum	Fuel Purchased Was Consumed within the year Fuel Consumption Prorated Based on Vehicle Mileage and Type
Waste	Tons of Waste	Current Estimate	City of Ypsilanti	Approximated Based on #, Volume of Dumpsters and Frequency of Pick-Up

Figure 19 - Municipal data sources, years used, and assumptions made

Buildings and Facilities

Our noble intern, Scott Kalafatis, sifted through paper energy bills that were at the City storage facility, manually recording each of the building's billing amounts into a spreadsheet format for 2005. Using the DTE Energy specific emissions factors, we computed the emissions from the natural gas (Scope 1) and electricity (Scope 2) from the buildings and facilities owned and managed by the City of Ypsilanti. Because these accounts were associated with specific addresses and not building names, current and former planning staff assisted the project by providing specific building names for the addresses provided. We assumed that no facilities used fuel oil or LPG.

Streetlights and Signals

Data on streetlights and signals were collected in the same manner as for buildings, by going through boxes of paper bills. Again, we used DTE specific emissions factors to then calculate the emissions associated with these facilities.

Fleet

Fleet emissions were calculated using the gallons of fuel consumed, the total vehicle miles travelled, and the vehicle types. However, numerous assumptions were made to arrive at this data. First, we had vehicle data and overall mileage from the 2008-09 budgeting process within the city. Second, we had total diesel and gasoline consumed in two specific buckets: DPW and Fire/Police. We used the total mileage and date purchased for the vehicles to calculate an average annual mileage. Using that number and the assumed average fuel economy for these vehicles, we prorated the fuel use to determine the amount of fuel used by vehicle. We then aggregated this number to calculate fuel used per vehicle type per department, which was used to calculate both CO₂, CH₄ and NO₂ emissions. We used the default fuel and mileage emissions factors provided within the CACP database.

One Fire Vehicle was measured in hours, not mileage and no hours figure was provided. There was no indicator of usage provided for equipment, such as weed trimmers, chainsaws, and lawnmowers. We assumed that this equipment used 10% of the DPW gasoline and 2% of the DPW diesel fuel purchased. Emissions for the equipment was calculated by using the default emission factors for a passenger vehicle because no reliable methodology for calculating this could be obtained.

Fugitive emissions from vehicle cooling systems are another source of GHG emissions. However, we were not able to procure this data from the City of Ypsilanti. Contributions from fugitive emissions

typically contribute a quite low percentage (~1%) to overall emissions, but we recognize that this is a gap in the data.

Employee Commute

We used a survey to gather information from employees of the City of Ypsilanti. 29 employees responded to our survey, which asked about their commuting patterns, mode of travel, and other parameters. We used their responses to estimate the total gallons assumed by vehicle type. Using their responses, we extrapolated the data received up to the 95 employees that the City of Ypsilanti currently employs. Therefore, we are assuming that the responses of those 29 employees are representative of City of Ypsilanti employees as a whole. Other assumptions were that each employee has 10 days of vacation, 10 sick days, and 10 holidays each year.

Projections

Community

Projecting GHG emissions into the future help estimate what emissions for the community and government will look like in 5, 20, even 50 years from now. The projection known as Business as Usual (BAU) is an estimate of what emissions from the city of Ypsilanti will look like in 2050 if no measures are adopted to curb current GHG emitting actions. If population growth rate of Ypsilanti stabilizes at 0.0013 % annually and nothing is done to change current practices, emissions will be 302,776 by 2025. In 2050, emissions will be up to 302,873 metric tons of CO₂.

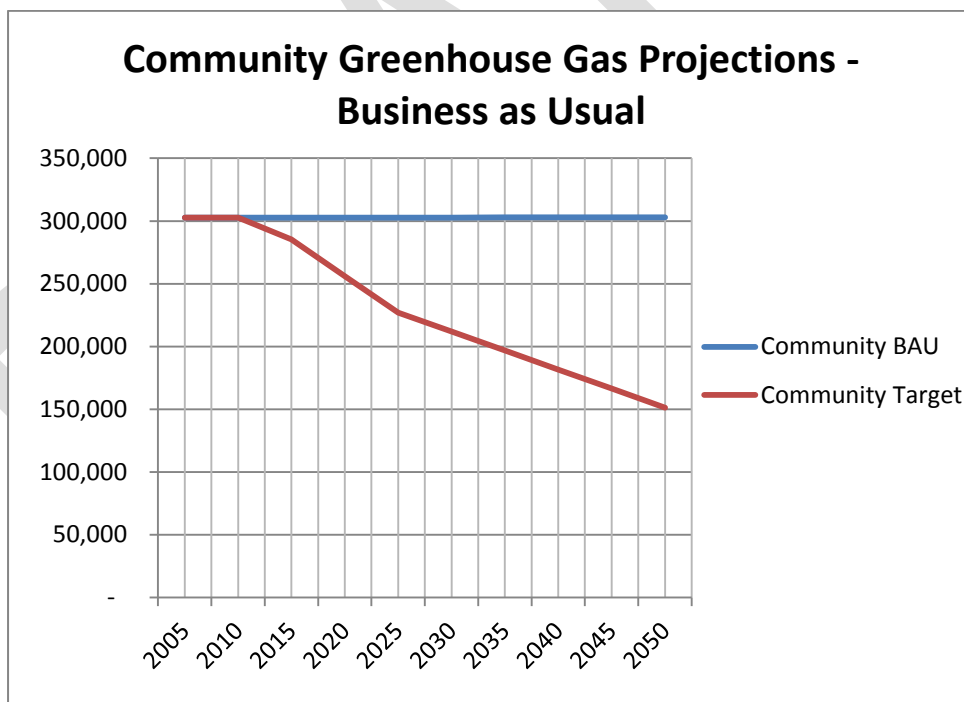


Figure 20 - Community Future Greenhouse Gas Projections: Business as Usual

Government

Business as usual projections for the Government of Ypsilanti indicate that if emissions trends continue, there will be a reduction in the amount of GHGs emitted. The projections indicate that in 2005, the government emitted 3,387 metric tons of CO₂.

We estimated that governmental employees will continue to drop by 1.4% annually until 2025, and then

losses will slow to 0.0013% annually. In 2005, the government emitted 3,387 metric tons CO₂e. Providing that no actions are taken, in 2025 this number will fall to 2,555 metric tons CO₂e and by 2050, the government will emit 2,556 metric tons. This amounts to a decline of about 831 metric tons CO₂e over a period of 45 years.

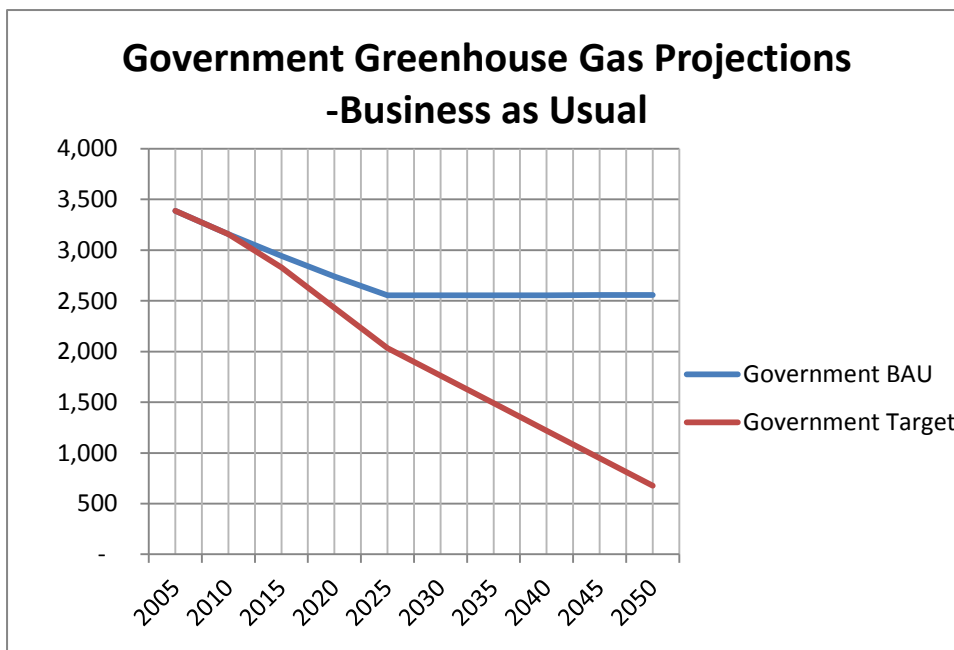


Figure 21 - Government Future Greenhouse Gas Projections: Business as Usual

Methodology

Information about the current population and employment trends in the city was obtained from both SEMCOG and the Government of Ypsilanti. Using SEMCOG's projections for population change, the annual population change in the city of Ypsilanti was calculated. Using the annual population percentage change and the current GHG emission calculations for the community, future projections were made based on the increase in population change relative to the current amount of greenhouse gasses emitted within the community.

Based on these estimates, we estimated that the population of the city of Ypsilanti will stay approximately the same, with a very slight growth rate of 0.0013 %. Therefore, community GHG emissions will stabilize at approximately the same level. Other factors, however, such as growth in commercial or industrial sectors could further affect the emission profile.

We took information provided by the city government about past and current employee numbers and projected employee numbers to the year 2050. This provided us with a percentage change in number of employees that work for the city of Ypsilanti. Using this percentage and current greenhouse gas emissions, projections were made of future greenhouse gas emissions. An overall decline in government GHG emissions is observed because the trend of employment in the city government is declining by - 1.4% per year. The greenhouse gas emissions from government are assumed to be correlated to the decline in city employees. This leads to overall declining trends in GHG emissions analysis when looking at BAU.

Appendices

Community Inventory Detailed Report

Sector Label	Group Name	Scope	Quantity	Units	Source	Fuel	Vehicle Type	WasteTech Name	Waste Product
Residential	Fuel Oil & LPG	1	19110	(US gal)	Fuel and Electricity	Fuel Oil (#1 2 4)			0
Residential	Fuel Oil & LPG	1	77616	(US gal)	Fuel and Electricity	Stationary LPG			0
Residential	DTE	2	71106154	(kWh)	Grid Average	Electricity			
Residential	DTE	1	941128	(therms)	Fuel and Electricity	Natural Gas			
Commercial	DTE	2	35354150	(kWh)	Grid Average	Electricity			
Commercial	DTE	1	179518	(therms)	Fuel and Electricity	Natural Gas			
Commercial	Eastern Michigan University	2	51931600	(kWh)	Grid Average	Electricity			
Commercial	Eastern Michigan University	1	32212	(US gal)	Fuel and Electricity	Fuel Oil (#1 2 4)			
Commercial	Eastern Michigan University	1	550632	(MMBtu)	Fuel and Electricity	Natural Gas			
Industrial	DTE	2	1.19E+08	(kWh)	Grid Average	Electricity			
Industrial	DTE	1	4794	(therms)	Fuel and Electricity	Natural Gas			
Transportation	AATA	1	7362	(US gal)	Transport	Biodiesel (B100)	Heavy Duty Vehicles All MYs		
Transportation	AATA	1	41718	(US gal)	Transport	Diesel	Heavy Duty Vehicles All MYs		
Transportation	SEMCOG Model Data	1	6764313	(vehicle-n	Transport	Diesel	Heavy Duty Vehicles Alt. Metho		
Transportation	SEMCOG Model Data	1	1076485	(vehicle-n	Transport	Diesel	Light Trucks Alt. Method		
Transportation	SEMCOG Model Data	1	201222	(vehicle-n	Transport	Diesel	Passenger Cars Alt. Method		
Transportation	SEMCOG Model Data	1	26832283	(vehicle-n	Transport	Gasoline	Light Trucks Alt. Method		
Transportation	SEMCOG Model Data	1	41510062	(vehicle-n	Transport	Gasoline	Passenger Cars Alt. Method		
Transportation	Trips Beginning and Ending	3	22946835	(vehicle-n	Transport	Diesel	Heavy Duty Vehicles Alt. Metho		
Transportation	Trips Beginning and Ending	3	3651802	(vehicle-n	Transport	Diesel	Light Trucks Alt. Method		
Transportation	Trips Beginning and Ending	3	682614	(vehicle-n	Transport	Diesel	Passenger Cars Alt. Method		
Transportation	Trips Beginning and Ending	3	91024167	(vehicle-n	Transport	Gasoline	Light Trucks Alt. Method		
Transportation	Trips Beginning and Ending	3	1.41E+08	(vehicle-n	Transport	Gasoline	Passenger Cars Alt. Method		
Waste	Landfill _ Woodland Meadows	1	38	(tons)	Waste	Paper Products		Managed	1334.18
Waste	Landfill _ Woodland Meadows	1	13	(tons)	Waste	Food Waste		Managed	456.43
Waste	Landfill _ Woodland Meadows	1	10	(tons)	Waste	Plant Debris		Managed	351.1
Waste	Landfill _ Woodland Meadows	1	4	(tons)	Waste	Wood or Textiles		Managed	140.44
Waste	Landfill _ Woodland Meadows	1	35	(tons)	Waste	All Other Waste		Managed	1228.85
Waste	Recycle	1	100	(tons)	Waste	All Other Waste			805
Waste	Yard Waste	1	100	(tons)	Waste	Plant Debris		Compost	1450

Waste Unit	Energy Output	CO2 Output	N2O Output	CH4 Output	Combined Output	BioCO2 Output	NOx Output	SOx Output	CO Output	VOC Output	PM10 Output	Vehicle Distance	Passenger Distance
	2,637.18	195.05	0.00	0.03	196.24	-	5.28	0.35	1.14	0.42	0.37		
	7,140.67	449.72	0.01	0.08	453.76	-	-	-	-	-	-		
	242,683.11	55,611.95	-	0.81	55,628.88	-	84.37	283.02	8.68	1.03	7.55		
	94,112.80	4,989.86	0.01	0.47	5,002.66	-	7.50	0.29	1.85	0.40	0.22		
	120,662.63	27,650.39	-	0.40	27,658.81	-	41.95	140.72	4.31	0.51	3.75		
	17,951.80	951.80	0.00	0.09	954.25	-	1.37	0.05	0.35	0.08	0.04		
	177,240.95	40,615.58	-	0.59	40,627.95	-	61.62	206.70	6.34	0.75	5.51		
	4,445.26	328.77	0.00	0.05	330.78	-	8.89	0.58	1.92	0.71	0.63		
	550,631.99	29,194.51	0.06	2.75	29,269.39	-	41.96	1.67	10.83	2.31	1.28		
	404,717.35	92,742.84	-	1.34	92,771.08	-	140.71	471.99	14.47	1.72	12.59		
	479.40	25.42	0.00	0.00	25.44	-	0.06	0.03	0.02	0.00	0.00		
	942.34	-	0.00	0.00	0.07	69.57	0.72	0.00	0.21	0.02	0.02	68,180	68,180
	5,760.44	425.94	0.00	0.00	426.24	-	2.82	0.09	1.80	0.23	0.14	302,623	302,623
od	149,804.61	11,076.92	0.03	0.03	11,087.71	-	76.87	3.27	64.69	8.30	2.58	10,886,107	10,886,107
	7,945.14	587.48	0.00	0.00	588.00	-	0.94	0.17	1.10	0.37	0.18	1,732,435	1,732,435
	1,297.84	95.97	0.00	0.00	96.03	-	0.18	0.02	0.27	0.08	0.02	323,835	514,898
	240,960.61	16,926.90	1.16	0.84	17,304.88	-	33.56	2.66	448.70	45.40	0.63	43,182,374	43,182,374
	271,025.29	19,038.87	1.22	1.15	19,441.43	-	56.44	3.11	656.70	65.43	1.41	66,803,969	106,218,311
od	508,187.84	37,576.66	0.11	0.12	37,613.26	-	260.78	11.10	219.46	28.16	8.74	36,929,351	36,929,351
	26,952.59	1,992.94	0.01	0.00	1,994.70	-	3.20	0.58	3.72	1.26	0.60	5,877,006	5,877,006
	4,402.72	325.55	0.00	0.00	325.77	-	0.61	0.07	0.92	0.27	0.05	1,098,561	1,746,712
	817,419.76	57,421.76	3.94	2.86	58,703.99	-	113.83	9.04	1,522.14	154.03	2.13	146,489,197	146,489,197
	919,409.31	64,586.28	4.14	3.91	65,951.88	-	191.45	10.55	2,227.75	221.97	4.79	226,621,626	360,328,386
(tons)	-	-	-	30.81	647.01	-	-	-	-	-	-		
(tons)	-	-	-	5.97	125.29	-	-	-	-	-	-		
(tons)	-	-	-	2.60	54.61	-	-	-	-	-	-		
(tons)	-	-	-	0.92	19.28	-	-	-	-	-	-		
(tons)	-	-	-	-	-	-	-	-	-	-	-		
(tons)	-	-	-	-	-	-	-	-	-	-	-		
(tons)	-	-	-	-	-	-	-	-	-	-	-		

Municipal Inventory Detailed Report

SectorLabel	GroupName	Scope	List1	Indicat or1	Indicat or2	Quantity	Units	Source	Fuel
Buildings and Facilities	City Hall	2				145,463	(kWh)	Grid Average	Electricity
Buildings and Facilities	City Hall	1				2,342	(therms)	Fuel and Electric	Natural Gas
Buildings and Facilities	Senior Center	2				36,700	(kWh)	Grid Average	Electricity
Buildings and Facilities	Senior Center	1				3,083	(therms)	Fuel and Electric	Natural Gas
Buildings and Facilities	Public Works Yard	2				36,820	(kWh)	Grid Average	Electricity
Buildings and Facilities	Public Works Yard	1				13,525	(therms)	Fuel and Electric	Natural Gas
Buildings and Facilities	Ypsilanti Historical Museum	2				22,471	(kWh)	Grid Average	Electricity
Buildings and Facilities	Ypsilanti Historical Museum	1				5,511	(therms)	Fuel and Electric	Natural Gas
Buildings and Facilities	Carriage House Apartments	2				4,016	(kWh)	Grid Average	Electricity
Buildings and Facilities	Ypsilanti Freighthouse	2				2,422	(kWh)	Grid Average	Electricity
Buildings and Facilities	Police Station	2				167,519	(kWh)	Grid Average	Electricity
Buildings and Facilities	Police Station	1				11,987	(therms)	Fuel and Electric	Natural Gas
Buildings and Facilities	Fire Station	2				142,510	(kWh)	Grid Average	Electricity
Buildings and Facilities	Fire Station	1				17,691	(therms)	Fuel and Electric	Natural Gas
Buildings and Facilities	Parkridge Community Center	2				50,161	(kWh)	Grid Average	Electricity
Buildings and Facilities	Parkridge Community Center	1				8,765	(therms)	Fuel and Electric	Natural Gas
Buildings and Facilities	Rutherford Pool	2				57,440	(kWh)	Grid Average	Electricity
Buildings and Facilities	Rutherford Pool	1				8,253	(therms)	Fuel and Electric	Natural Gas
Buildings and Facilities	Public Works 2?	1				18	(therms)	Fuel and Electric	Natural Gas
Buildings and Facilities	Historical Museum	1				3,079	(therms)	Fuel and Electric	Natural Gas
Buildings and Facilities	Ypsilanti Freighthouse Gas	1				1,038	(therms)	Fuel and Electric	Natural Gas
Streetlights & Traffic Signals	Traffic Signals/Controller	2				710,187	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Streetlights	2				1,649,919	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Frog Island Park - Parking lot lighting	2				4,293	(kWh)	Grid Average	Electricity

VehicleType	Energy Output	CO2 Output	N2O Output	CH4 Output	Combined Output	NOx Output	SOx Output	CO Output	VOC Output	PM10 Output	Vehicle Distance	Passenger Distance
	496.46	110.23	0.00	0.00	110.82	0.24	0.64	0.02	0.00	0.01543		
	234.20	12.42	0.00	0.00	12.45	0.02	0.00	0.00	0.00	0.00055		
	125.26	27.81	0.00	0.00	27.96	0.06	0.16	0.00	0.00	0.00389		
	308.33	16.35	0.00	0.00	16.39	0.02	0.00	0.01	0.00	0.00072		
	125.67	27.90	0.00	0.00	28.05	0.06	0.16	0.00	0.00	0.0039		
	1,352.50	71.71	0.00	0.01	71.89	0.10	0.00	0.03	0.01	0.00315		
	76.69	17.03	0.00	0.00	17.12	0.04	0.10	0.00	0.00	0.00238		
	551.12	29.22	0.00	0.00	29.30	0.04	0.00	0.01	0.00	0.00128		
	13.71	3.04	0.00	0.00	3.06	0.01	0.02	0.00	0.00	0.00043		
	8.27	1.84	0.00	0.00	1.85	0.00	0.01	0.00	0.00	0.00026		
	571.74	126.94	0.00	0.00	127.63	0.28	0.73	0.02	0.00	0.01777		
	1,198.69	63.55	0.00	0.01	63.72	0.09	0.00	0.02	0.01	0.00279		
	486.38	107.99	0.00	0.00	108.57	0.24	0.62	0.02	0.00	0.01511		
	1,769.06	93.80	0.00	0.01	94.04	0.13	0.01	0.03	0.01	0.00412		
	171.20	38.01	0.00	0.00	38.22	0.08	0.22	0.01	0.00	0.00532		
	876.54	46.47	0.00	0.00	46.59	0.07	0.00	0.02	0.00	0.00204		
	196.04	43.53	0.00	0.00	43.76	0.10	0.25	0.01	0.00	0.00609		
	825.34	43.76	0.00	0.00	43.87	0.06	0.00	0.02	0.00	0.00192		
	1.84	0.10	0.00	0.00	0.10	0.00	0.00	0.00	0.00	4.3E-06		
	307.92	16.33	0.00	0.00	16.37	0.02	0.00	0.01	0.00	0.00072		
	103.83	5.51	0.00	0.00	5.52	0.01	0.00	0.00	0.00	0.00024		
	2,423.85	538.16	0.01	0.01	541.07	1.20	3.11	0.09	0.01	0.07532		
	5,631.12	1,250.26	0.02	0.01	1,257.03	2.78	7.23	0.20	0.02	0.17497		
	14.65	3.25	0.00	0.00	3.27	0.01	0.02	0.00	0.00	0.00046		

SectorLabel	GroupName	Scope	List1	Indicat or1	Indicat or2	Quantity	Units	Source	Fuel
Streetlights & Traffic Signals	?? Downtown christmas light outlets? Meter for N. Adams and/or N. Huron parking	2				23,978	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Prospect Park	2				638	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Candy Cane Park	2				7,069	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Riverside Park Bridge Lighting	2				3,964	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Water Street 1	2				4,753	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Water Street 2	2				1,996	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Riverside Park Outlets	2				1,336	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Depot Town Parking Lot	2				3,350	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Depot Town Signal Tower/ Christmas Tree 1	2				4,426	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Depot Town Signal Tower/ Christmas Tree 2	2				1,592	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Water Street 3	2				1,247	(kWh)	Grid Average	Electricity
Wastewater Facilities	Ypsilanti Community Utilities Authority	3		1E+08	1E+08	0	(tonnes N2	Absolute Emissi	Nitrous Oxi
Vehicle Fleet	Heavy Duty-PW	1	Public Works	32550	17	11,245	(US gal)	Transport	Diesel
Vehicle Fleet	Heavy Duty-ES	1	Environment	12490	6	4,315	(US gal)	Transport	Diesel
Vehicle Fleet	Light Truck - BD	1	Building	27348	4	3,194	(US gal)	Transport	Gasoline
Vehicle Fleet	Light Truck- DPW	1	Public Works	59214	14	7,111	(US gal)	Transport	Gasoline
Vehicle Fleet	Light Truck - ES	1	Environment	49627	10	6,242	(US gal)	Transport	Gasoline
Vehicle Fleet	Heavy Duty- Fire	1	Fire	6398	5	2,859	(US gal)	Transport	Diesel
Vehicle Fleet	Light Truck - Fire	1	Fire	5231	2	1,004	(US gal)	Transport	Gasoline
Vehicle Fleet	Passenger- Fire	1	Fire	12929	2	2,617	(US gal)	Transport	Gasoline
Vehicle Fleet	Passenger-Gen	1	General	13714	2	2,776	(US gal)	Transport	Gasoline
Vehicle Fleet	Heavy Duty - Police	1	Police	541	1	242	(US gal)	Transport	Diesel
Vehicle Fleet	Passenger-Police	1	Police	109995	16	24,164	(US gal)	Transport	Gasoline
Vehicle Fleet	Equipment-ES	1	Environmental			819	(US gal)	Transport	Diesel
Vehicle Fleet	Equipment-ES	1	Environmental			1,767	(US gal)	Transport	Gasoline
Employee Commute	All Employees	3		389323	88	7,615	(US gal)	Transport	Gasoline
Employee Commute	All Employees	3		389323	88	10,473	(US gal)	Transport	Gasoline

VehicleType	Energy Output	CO2 Output	N2O Output	CH4 Output	Combined Output	NOx Output	SOx Output	CO Output	VOC Output	PM10 Output	Vehicle Distance	Passenger Distance
	81.84	18.17	0.00	0.00	18.27	0.04	0.11	0.00	0.00	0.00254		
	2.18	0.48	0.00	0.00	0.49	0.00	0.00	0.00	0.00	6.8E-05		
	24.13	5.36	0.00	0.00	5.39	0.01	0.03	0.00	0.00	0.00075		
	13.53	3.00	0.00	0.00	3.02	0.01	0.02	0.00	0.00	0.00042		
	16.22	3.60	0.00	0.00	3.62	0.01	0.02	0.00	0.00	0.0005		
	6.81	1.51	0.00	0.00	1.52	0.00	0.01	0.00	0.00	0.00021		
	4.56	1.01	0.00	0.00	1.02	0.00	0.01	0.00	0.00	0.00014		
	11.43	2.54	0.00	0.00	2.55	0.01	0.01	0.00	0.00	0.00036		
	15.11	3.35	0.00	0.00	3.37	0.01	0.02	0.00	0.00	0.00047		
	5.43	1.21	0.00	0.00	1.21	0.00	0.01	0.00	0.00	0.00017		
	4.26	0.94	0.00	0.00	0.95	0.00	0.01	0.00	0.00	0.00013		
de	-	-	0.16	-	48.51	-	-	-	-	0		
Heavy Duty Vehicles All MYs	1,552.64	114.81	0.00	0.00	114.89	0.76	0.02	0.48	0.06	0.03774	81,568	81,568
Heavy Duty Vehicles All MYs	595.75	44.05	0.00	0.00	44.08	0.29	0.01	0.19	0.02	0.01448	31,297	31,297
Light Trucks Alt. Method	399.21	28.04	0.00	0.00	28.67	0.06	0.00	0.74	0.08	0.00104	71,542	71,542
Light Trucks Alt. Method	888.78	62.43	0.00	0.00	63.83	0.12	0.01	1.66	0.17	0.00232	159,277	159,277
Light Trucks Alt. Method	780.14	54.80	0.00	0.00	56.03	0.11	0.01	1.45	0.15	0.00203	139,808	139,808
Heavy Duty Vehicles All MYs	394.77	29.19	0.00	0.00	29.21	0.19	0.01	0.12	0.02	0.0096	20,739	20,739
Light Trucks Alt. Method	125.46	8.81	0.00	0.00	9.01	0.02	0.00	0.23	0.02	0.00033	22,484	22,484
Passenger Cars Alt. Method	327.09	22.98	0.00	0.00	23.46	0.07	0.00	0.79	0.08	0.00171	80,623	128,191
Passenger Cars Alt. Method	346.96	24.37	0.00	0.00	24.89	0.07	0.00	0.84	0.08	0.00181	85,521	135,979
Heavy Duty Vehicles All MYs	33.42	2.47	0.00	0.00	2.47	0.02	0.00	0.01	0.00	0.00081	1,755	1,755
Passenger Cars Alt. Method	3,020.17	212.16	0.01	0.01	216.65	0.63	0.03	7.32	0.73	0.01574	744,431	1,183,645
Heavy Duty Vehicles All MYs	113.09	8.36	0.00	0.00	8.37	0.06	0.00	0.04	0.00	0.00275	5,941	5,941
Heavy Duty Vehicles Alt. Method	220.85	15.51	0.00	0.00	15.81	0.03	0.00	0.33	0.03	0.00078	13,817	13,817
Light Trucks Alt. Method	951.77	66.86	0.00	0.00	68.35	0.13	0.01	1.77	0.18	0.00248	170,566	170,566
Passenger Cars Alt. Method	1,308.98	91.95	0.01	0.01	93.90	0.27	0.02	3.17	0.32	0.00682	322,646	513,008

ⁱ Local Government Operations Protocol, p. 14. <http://www.icleiusa.org/programs/climate/ghg-protocol>

ⁱⁱ Local Government Operations Protocol, p. 23

ⁱⁱⁱ P. 22, http://pdf.wri.org/navigating_numbers_chapter4.pdf

^{iv} Final Michigan Greenhouse Gas Inventory and Reference Case Projections 1990-2025 Center for Climate Strategies, November 2008, p. 8.

^v <http://factfinder.census.gov/>

^{vi} <http://www.dleg.state.mi.us/mpsc/electric/download/electricdata.pdf>

^{vii} <http://www.epa.gov/cleanenergy/energy-resources/egrid/index.html>

^{viii} <http://www.epa.gov/epawaste/nonhaz/municipal/pubs/mswchar05.pdf>



4 May 2012

**Staff Review of Site Plan Application
Rent-A-Center Warehouse Expansion
328 E Michigan Ave**

GENERAL INFORMATION

Applicant: Eric Williams
328 E Michigan Ave
Ypsilanti, MI 48198

Project Name: Rent-A-Center Warehouse Expansion

Application Date: 23 March 2012

Location: South side of E Michigan, between Park and Grove

Zoning: B4, General Business; EO, Entryway-Overlay

Action Requested: Site plan approval for expansion of building. Existing regional retail use, permitted.

Staff Recommendation: Approval

PROJECT AND SITE DESCRIPTION

The parcel is 0.75 acres in size, fronting on East Michigan (M-17) on the south side of the street between Park and Grove Streets. There is an existing 3,200 square foot building and 34-space parking lot; the applicant is proposing to add 1,600 square feet of warehouse space, for a total building size of 4,800 sq ft. Also proposed is the relocation of a dumpster enclosure, reduction in number of parking spaces to approximately 20, and an increase in landscaped area. The property is zoned B4, General Business, and EO, Entryway Overlay.

The current use, rent-to-own furniture and appliance sales, is considered a "retail business ... intended to supply commodities on the premises for regional customers, such as ... retail stores which offer comparison goods completely within a fully-enclosed building, such as home appliances, ... electronics, furniture... and similar specialty goods stores (122-412(33)(c))," which is permitted in B4. The proposed is an expansion of that permitted use.

Figure 1: Subject Site Location



Figure 2: Site Aerial (2010)

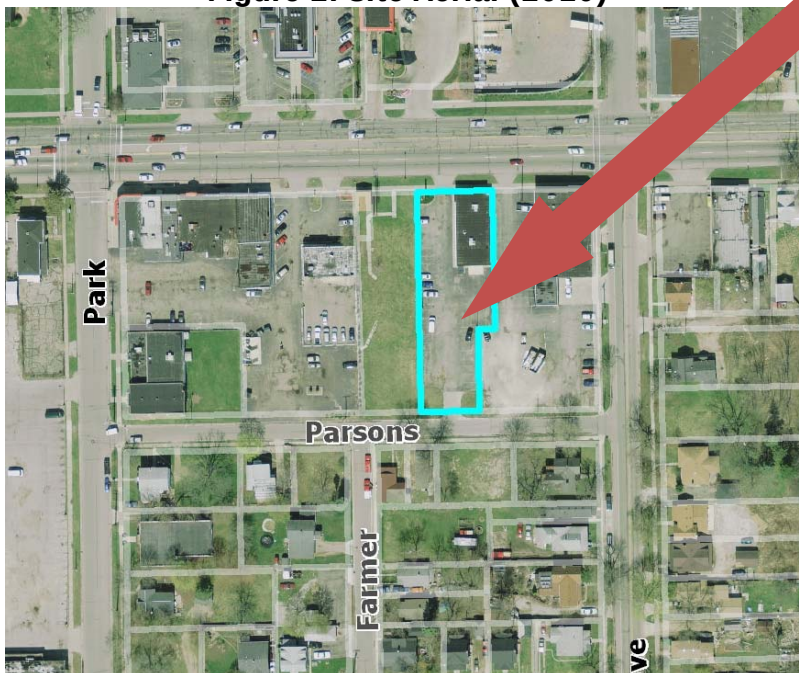


Figure 3: Land Use and Zoning of Surrounding Area

	LAND USE	ZONING
NORTH	car wash; electroplating facility	B4 & EO, M2 & EO
EAST	door sales	B4 & EO
SOUTH	single-family residential; vacant	R3
WEST	vacant; commercial strip	B4 & EO

SITE PLAN: CRITERIA AND REVIEW

§122-127

I. STANDING

§122-127(1)

The applicant is legally eligible to apply for site plan review.

II. REQUIREMENTS

§122-127(2)

Figure 4: Requirements

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED	
NOTE: B4 standards and requirements are superseded by EO standards and requirements. However, in situations where EO does not specify a requirement, B4 standards and requirements apply.				
EO: §122-559	LOT COVERAGE	The total area of all structures at the ground level shall not exceed 40 percent of the lot area.	16.5% (3200 sqft of 19,371)	24.8% (4800 sqft of 19,371)
EO: §122-559	front yard	not less than 10’	5’	unchanged
B4: §122-414	side	0’ if fire-retardant; 3’otherwise *10’ greenbelt required by §122-558(1)(a)	East: 0’ West: 45’	unchanged
EO: §122-559	rear	35’ min	~70’- 165’	~ 30’ -125’
EO: §122-560	HEIGHT	Lesser of 3 stories or 40’; exceptions in §122-640	1 story, 16’	unchanged
EO Special Conditions and Standards				
§122-558 (1) (a)	Greenbelt	All uses shall provide no less than a ten-foot landscaped greenbelt along all parcel boundaries.	none provided	none shown. Existing non-conforming building; expansion encroaches.

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
	The greenbelt shall be landscaped with no less than one tree per every 30 lineal feet, but may be clustered on the site. N: 85', 3 trees E: 155' +90', 8 trees S: 66' + 19', 3 trees W: 231', 8 trees = 22 trees total.	none provided	Addition of two trees along southern property line; addition of one tree along west property line. 19 additional trees required.
§122-558 (1) (c)	Off-street Parking Landscaping All off-street parking areas containing greater than 20 spaces shall provide the following landscape provisions: 1. Total interior landscape area, including landscape parking lot islands, of not less than five percent of the total paved parking lot area. (~9820 sq ft paved area 5% = approx 490 sq ft required) 2. Landscape island areas shall be no less than 150 square feet. 3. At least one deciduous tree shall be planted within the landscape island area, along with a combination of shrubs and ground cover/grass. 4. Planning Commission may at their discretion modify the off-street parking area landscape requirements.	34 spaces. No landscaped islands nor trees.	~20 spaces 1. Addition of one 400 sq ft landscaped island (4%) 2. Met. 3. Met.

ORDINANCE REFERENCE		REQUIRED	EXISTING CONDITIONS	PROPOSED
§122-558 (1) (d)	Landscaping	A minimum of ten percent of the site (exclusive of the parking areas) shall be landscaped with a combination of trees, shrubs and ground cover/grass, unless modified by planning commission. The minimum requirements may be met through the use of existing vegetation, and the required greenbelt plantings, provided the following standards are satisfied for both new and existing vegetation *see 122-558(1)(d).	approx 1200 sq ft landscaped (6%)	approx 1600 sq ft landscaped (7 %)
§122-558 (2)	Signs	Pole style signs shall be prohibited.	existing pole sign	unchanged; existing nonconforming
§122-558 (4)	Parking	Parking shall be provided in the rear of the building, unless modified or waived at the discretion of planning commission.	Parking in side and rear of building	unchanged; existing nonconforming
§122-558 (5)	Light poles	All light poles shall be no taller than 16 feet.	4 existing 25' light poles	unchanged; existing nonconforming
§122-558 (6)	Photometric	A photometric study, which includes the footcandles of all lighting sources, shall be required for all lighting, unless waived at the discretion of planning commission.	not shown	not shown; addition/change of building-mounted lighting at building entrances is presumed by staff yet now shown on plan.
§122-558 (7)	Sidewalk	All developments shall have an interrelated pedestrian and motorized vehicle network with pedestrian linkages to the Downtown and Depot Town where applicable. The pedestrian network includes sidewalks along all abutting streets.	sidewalk in passable condition on E Michigan. No sidewalk exists on Parsons.	no sidewalk shown on Parsons Street. Note on plan states: "sidewalk along Parsons or payment into escrow acct"
§122-836	PARKING	1 space for each 600 square feet of usable floor area ("Business and Commercial: Furniture and appliances...") <i>4800 sq ft = 8 spaces</i>	34 spaces, 2 of which barrier-free.	8+ spaces shown striped (total of approx 20 paved); 1 barrier-free space shown (2 req'd for 26-50 parking spaces)

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
§122-861 et seq	SIGNAGE - Master Sign Plan required - Building Mounted: max of 3 sq ft per ft of frontage (~120 sq ft) - Ground: max of 100 sq ft, 10' tall; must be ≥3' from front property line; ≥10' from side or rear.	one building-mounted internally lit box sign, approx 4' x 24' (192 sq ft) one pole sign, approx 19' tall, 56 sq ft sign area; 5' from side property line, 1' from front property line	unchanged sign information included on site plan.

Items to be Addressed:

- Expansion encroaches upon rear setback by 5'. Alter site plan to reflect appropriate 35' rear setback or obtain a variance from the Zoning Board of Appeals.
- Expansion encroaches upon required greenbelt at east lot line. Alter site plan to show 10' greenbelt and associated landscaping or request Planning Commission waiver from §122-558(1)(a) under §122-713.
- Clearly indicate all parking on site plan.
 - Note that parking will be discontinued on east side of lot; area will be used as a loading zone.
 - Adjust other landscape requirements as needed to accommodate the updated number of parking spaces.
 - Adjust number of barrier-free parking spaces as needed.
- Increase the amount of landscaped area within the parking lot to approximately 490 square feet from 400 square feet or request a Planning Commission waiver from §122-558(1)(c)(i) under §122-558(1)(c)(iv).
- Increase the amount of landscaped area on the site to at least 1,937 square feet from 1,600 square feet or request a Planning Commission waiver from both §122-558(1)(d) and §122-707 under §122-558(1)(c)(iv) and §122-713, respectively.
- Submit photometric plan that clearly shows all proposed lighting on the site, including lighting at building entrances, or request Planning Commission waiver from §122-558(6).

III. BUILDING LOCATION AND SITE ARRANGEMENT

§122-127(3)

There is currently one building on the north portion of the site. Parking is located west and south of the building. There are two access drives: one from E Michigan and one from Parsons. The primary building entrance is from E Michigan; however, the employee entrance and loading area are in the rear of the building.

The planned addition will build off the existing building to the south and east, adding approximately 1,600 square feet of building footprint. An existing dumpster enclosure at the south-west corner of the building will be removed; a new dumpster enclosure will be built towards the south-east corner of the parking lot.

As noted earlier in this review, the expansion, as shown, encroaches upon the 35' rear yard setback; parking, as it exists, encroaches upon the 10' greenbelt requirement.

Items to be Addressed: See Section II, items 1 & 2, for comments on setbacks.

IV. SITE ACCESS, TRAFFIC, AND PARKING**§122-127(4)**

The site is accessed from E Michigan and Parsons. Each drive is approx 20' wide with concrete apron. The project is within walking distance of AATA route #20, which runs from 6am to 6:30pm Monday through Friday, and 8am to 6:30 pm on Saturday. The Border-to-Border Trail runs along neighboring South Grove and South Park. The sidewalk is approximately 6' wide, wider directly in front of the building.

Between eight and thirty parking spaces are proposed, one of which is barrier-free. Several areas that were marked as parking in the previous site plan and striped as parking are not shown on this site plan, but are to remain asphalted.

There is a sidewalk in good condition along Michigan Ave; there is no sidewalk along Parsons. 122-641 states that a sidewalk along all rights-of-way is required, unless certain other conditions are met; those conditions are not met in this case (see Section VI of this report, item 2).

No bicycle parking is proposed; best practices indicate that an amount approximately equivalent to 5% of otherwise required parking be provided for bicycles. In this case, a minimum of one spot is suggested.

As the site has a relatively small frontage, and the Michigan Department of Transportation is limiting the number of driveway permits it is issuing along Michigan Ave/M-17 in this area to reduce the potential for congestion and traffic crashes, a vehicle access point shared between this site and its neighbor to the west should be considered. Staff has met with the applicant, who agrees with this in concept, but feels the timing for such a project is not yet right. Applicant has indicated that he is willing to work out a shared access drive with any development to the west at 326 E Michigan; the potential of a shared access with 330 E Michigan was not discussed.

Items to be Addressed:

1. *Parking: see comments in Section II, item 4.*
2. *Sidewalks: see comments in Section VI, item 2.*
3. *Applicant to consider adding bicycle parking.*
4. *Applicant to consider creating a shared access drive to Michigan Ave with a neighbor, when either site undergoes development.*

V. ENGINEERING & STORMWATER**§122-127(5), §122-127(6)**

The proposed construction is not in a floodplain or floodway. No additional utility hookups nor impervious surface is proposed.

Items to be Addressed: *Engineering not required.*

VI. SUPPLEMENTAL DISTRICT REGULATIONS**§122-127(7)****Figure 5: Screening**

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
§122-641 Lighting	• down-directed and shielded • not >0.5 fc @ lot line • not >16'in height • not < 0.3 fc	3 existing 25' pole lights shown	existing to remain building lights/entry lights not shown

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
§122-647 Sidewalks	Sidewalk must be constructed unless: - part of a shared-use path network, in which case shared-use path may be built. - ROW work is part of 5-year capital improvements plan, in which case a fee in lieu may be paid to the City	Sidewalk in good condition along Michigan Ave, absent along Parsons	Construction of sidewalk along Parsons.
§122-703 Screening Between Land Uses	none required	none	n/a
§122-704 Off-Street Parking Landscaping	(b)(1): 1 tree per 8 spaces <i>8 spaces req'd / 8 spaces = 1 tree; trees required varies dependent upon ultimate number of parking spaces provided. For 30 spaces, 4 trees would be required.</i>	--	1 tree shown
	(b)(1): landscape island per 16 continuous spaces	west parking aisle is approx 19 spaces;	landscape islands at north, south, and in the middle
	(b)(2): ends of all aisles and corners protected	unprotected aisle-end at north end of east parking aisle	area no longer used for parking; loading zone.
	(b)(3): minimum distance of 3' from curb backside to landscaping	both west and east parking aisles abut lot line; wheel stops provided for some spaces	wheel stops not shown.
	(c)(1): must be screened per 122-703 if conflicting land use	n/a	n/a
	(c)(2): must be screened from public ROW by a landscaped berm at least 3' in height	Public ROW to both north and south	South: 2 new trees and 14 yews proposed in two 20'x 20' areas North: no new landscaping proposed.

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
	(d): prevent vehicular encroachment into landscaping, structures	curbed around structure; east side protected via wheel stops; west side partially curbed.	Curbed at property line. No wheel stops or overhang shown
§122-705 Front Greenbelts	One deciduous non-ornamental or evergreen tree for every thirty lineal feet of frontage abutting a public road right of way, or one ornamental tree per 20 feet. Access drives shall not be subtracted from the lineal dimension used to determine the minimum number of trees required. 85' of frontage. 3-4 trees required.	--	None shown.
§122-706 Foundation Landscaping	screen buildings from parking areas/ ROWs 1 ornamental tree and 6 shrubs per 30' • rear parking (if provided) : 40' - o 8 shrubs - o 2 trees • side parking: 120' - o 24 shrubs - o 4 trees • front ROW: 40' - o 8 shrubs - o 2 trees	2 shrubs on east side of Michigan Ave frontage.	Unchanged.
§122-650, §122-709 Refuse Containers	masonry enclosure 1' taller than dumpster (no less than 6'), in rear yard, 80% opaque swing door, on a concrete pad	Masonry dumpster enclosure at south-west corner of building	Masonry dumpster enclosure shown at south-east corner of lot.
§122-710 Exterior Electrical	when visible from ROW screen	gas meters at north-east corner of building; screened by shrubbery	Unchanged.
§122-712 Maintenance	install underground sprinkler system		None proposed

Items to be Addressed:

1. *Lighting: see section II, item 7 for comments on lighting.*

2. *Sidewalks: applicant to construct sidewalk along Parsons. No work is currently scheduled along Parsons; project is not eligible for payment-in-lieu.*
3. *Parking: see section II, item 4, for comments on parking.*
4. *Install wheel stops or curbing to prevent vehicle encroachment at property boundaries and landscaping where applicable.*
5. *Modify site plan or request Planning Commission waiver to:*
 - a. *accept proposed foundation landscaping*
 - b. *omit in-ground irrigation.*

STAFF RECOMMENDATIONS: SITE PLAN

Staff recommends the Planning Commission **approve** the Site Plan for the Rent-A-Center Warehouse Expansion at 328 E Michigan with the following findings, waivers, and conditions:

Findings

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

Waivers

1. From §122-558(1)(a) under §122-713, to reduce/eliminate the 10' wide greenbelt requirement.
2. From §122-558(1)(c)(i) under §122-558(1)(c)(iv), to permit a reduction from the required amount of interior landscaped area within the paved parking lot area to not less than 4%.
3. From both §122-558(1)(d) and §122-707 under §122-558(1)(c)(iv) and §122-713, respectively, to permit a total landscaped area of 7%.
4. From §122-558(6), to omit photometric plans.
5. From §122-706, Foundation Landscaping, under §122-713, to omit foundation landscaping.
6. From §122-712(e) under §122-713, to omit in-ground irrigation.

Conditions

1. Expansion encroaches upon rear setback by 5'. Alter site plan to reflect appropriate 35' rear setback or obtain a variance from the Zoning Board of Appeals.
2. Clearly indicate all parking on site plan.
 - a. Note that parking will be discontinued on east side of lot; area will be used as a loading zone.
 - b. Adjust other landscape elements as needed to accommodate the updated number of parking spaces.
 - c. Adjust number of barrier-free parking spaces as needed.
 - d. Install wheel stops or curbing to prevent vehicle encroachment at property boundaries and landscaping where applicable.
3. Clearly indicate location, height, and type of all exterior lighting, including building-mounted lighting.
4. Construct sidewalk conforming to all City standards along Parsons.

Bonnie Wessler
Planner I, Planning & Development Dept.

CC File
 Applicant
 Site designer



Memo

To: Planning Commission
From: Teresa Gillotti, Planner II
Date: May 16, 2012
Subject: Disposition policy draft for tax foreclosure reverted properties

Recently the City of Ypsilanti has seen a handful of properties returned to the City from the County Treasurer's Office after they failed to sell at tax foreclosure auction. The City has the option to accept or reject these properties, and currently has not taken a position on how to review or potentially handle these properties.

What follows is a draft policy/process for making recommendations for disposition of previous acquisitions the City has received through the tax foreclosure process. It is expected that this policy would be applied to any properties acquired by the same means in the future. Examples of application (for comment) are also included referencing the items below.

Process/review policy

1. County Treasurer's office notifies City of parcels that could revert to City, providing corresponding deeds – is reported to City Manager's office
2. Planning and Building are notified and initial inspection conducted.
3. Planning responsible for reviewing parcel with respect to the following conditions/context and making recommendation to council based on the following factors:
 - Map location, noting adjacent ownership and potential for related use/ownership/adoption
 - Zoning review – permitted or non-conforming use/structure?, Buildable lot?,
 - Site considerations such as grade, wetlands, contamination or perceived contamination, etc.
 - Relationship to master plan target areas or other economic development or current or future development projects
 - For residential areas, level of owner-occupied versus rental housing on same and adjacent blocks.
4. Based on review –recommendation will be provided to City Manager for disposition, followed by presentation to City Council for appropriate action.

Disposition options

- Sale – means include listing the property with a broker listing (326 E. Michigan, Superior Road site), RFP (Starkweather House), or priority consideration for neighboring properties/businesses
 - In cases where infill is desired and a market condition exists, consider establishment of Neighborhood Enterprise Zone (NEZ) for qualifying housing projects (single and two-family residences)
 - Commercial/industrial property should consider related incentives to encourage rehabilitation when possible (OPRA, Commercial Rehabilitation District, Industrial Development District, etc)
- Donation – In cases where infill housing development is desired where the market cannot support it, donation to Habitat for Humanity, Community Housing Alternatives (CHA) or other non-profit housing developers should be considered.
- Lease (vacant land) – in cases where recommendation is for future redevelopment, interim uses should be considered, and have been requested, by neighboring residents. City Attorney's office should develop template for interim use/care lease, with automatic renewal, but a 90 day "out" clause. Leases can be considered for the following, with payment of \$1/year
 - Community gardens
 - Tot lots
 - Other community uses
- Maintain – in cases where there may be no interest in donation, lease, or in cases of contamination or perceived contamination, the City should continue to maintain the property, or consider not accepting them, and letting them revert to the county, or potentially offer them to the State Land Bank.

Draft application to existing tax reverted properties

Map/context	Address/ Parcel ID	Zoning review	Neighborhood context – nearby ownership – other development	Condition of building/site	Recommendation
810 Harriet - proximity map 	810 Harriet, vacant no structure 11-11-39- 440-027	R2 – 50 x 164 sf lot or 8,200 sf Buildable lot.	Located across street from the Parkridge Community Center, adjacent to owner- occupied single family homes.		Interim use or infill (donation). Do not recommend pursuing interest by Parkridge committee as it is located between owner-occupied houses. Pursue Habitat for Humanity or CHA.

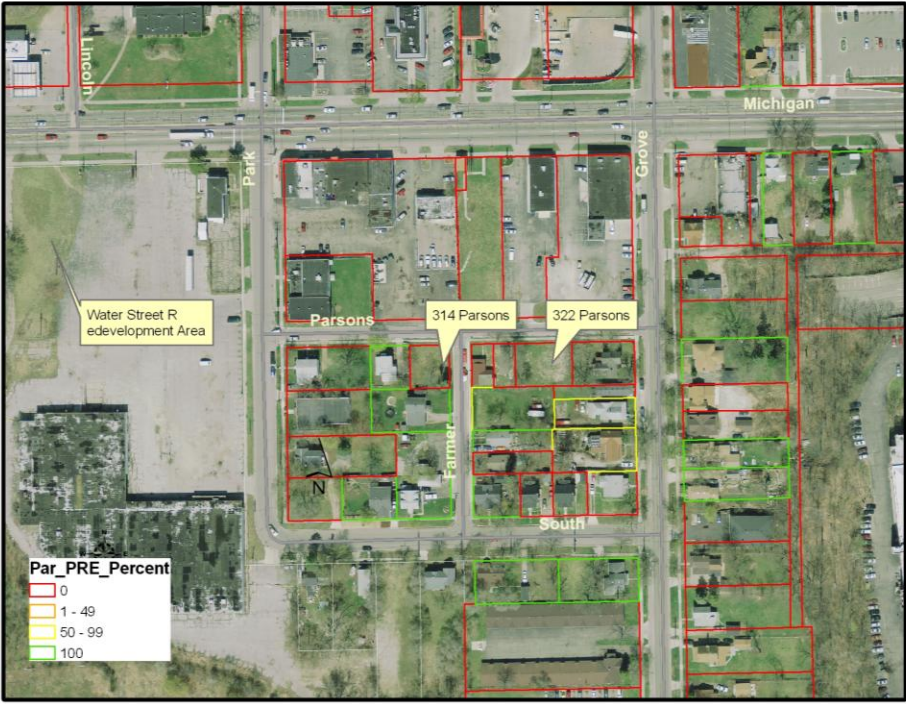
Map/context	Address/ Parcel ID	Zoning review	Neighborhood context – nearby ownership – other development	Condition of building/site	Recommendation
822 Short - proximity map 	822 Short (corner Short and Orchard Street) 11-11-39- 432-006	R2 – 50 x 122 sf or 6100 sf. Buildable lot	Property to the north, 705 Franklin, which is 124 x 100 or 12,400 sf, is also vacant with no structure).		Consider sale to adjacent user, for infill development, with potential use of NEZ. Can also consider donation to Habitat and CHA. If no interest, consider interim use.

Map/context	Address/ Parcel ID	Zoning review	Neighborhood context – nearby ownership – other development	Condition of building/site	Recommendation
30 Kramer - proximity map 	30 Kramer 11-11-37- 101-003	R2 – 132 x 222 or 29,304 sf Buildable lot	Abuts commercial property to west along at 539 S. Huron Street, and vacant lot to the north at 8 Kramer. Entire area seeing higher number of foreclosures and vacancies.	Phase I completed in 2010. Recommendation for Phase II based on previous automotive storage (on residential lot)	Consider sale to adjacent user, with specific requirement for construction within 2 years, or revert to City. Master Plan recommends change to mixed commercial/industrial area.

Map/context	Address/ Parcel ID	Zoning review	Neighborhood context – nearby ownership – other development	Condition of building/site	Recommendation
893 Madison - proximity map 	893 Madison 11-11-37- 152-011 Corner of Brooks and Madison	R2 – 50 x 122 6,100 sf Buildable lot	Surrounded by single family residential, and adjacent to a Housing Commission property to the east.		Fairly strong single family owner-occupied housing around the site, with exception of some school/church uses to the south on Jefferson. Consider infill through Habitat or CHA, by donation. Potential interim use as well.

Map/context		Zoning review	Neighborhood context – nearby ownership – other development	Condition of building/site	Recommendation
1086 and 1074 Madison - proximity map 	1086 Madison (corner of Madison and second 11-11-37- 202-006	R2 – 50 x 122 6100 sf Buildable lot	Corner lot opposite Forest Knoll Apartments, next to 1074 Madison, another City owned vacant lot.		Parcels are located in a fairly strong owner-occupied block, consider infill housing and/or donation to habitat or CHA for infill. Interim uses also appropriate
	1074 Madison 11-11-37- 202-007	R2 – 50 x 122 6100 sf Buildable lot	Adjacent to 1086 Madison Scheduled for demolition, summer of 2012.		

Map/context		Zoning review	Neighborhood context – nearby ownership – other development	Condition of building/site	Recommendation
829 Hill - proximity map 	829 Hill Corner of Hill and Worden 11-11-39- 168-001	R2 - 141.86 x 97.3 13,802 sf Buildable lot	Corner lot, directly adjacent to another vacant lot, 321 Worden which is privately owned		Recommend seeking infill opportunities with neighboring owner (possible NEZ), sale or donation to Habitat or CHA.

Map/context		Zoning review	Neighborhood context – nearby ownership – other development	Condition of building/site	Recommendation	
314 & 322 Parsons proximity map 	314 Parsons St. 11-11-09-191-008	R3 – 66 x 60 3960sf Does not meet lot requirements	Mid-block Parsons street. Adjacent to vacant parcel 318 Parsons (also unbuildable).			Consider rezoning – potential for W/S designation and infill with combination of commercial/production/living space. Review potential application of NEZ to this type of redevelopment.
	322 Parsons St. (corner of Farmer and Parsons) 11-11-09-192-002	R3 – 86.5 x 66 5,709 Meets requirement for single family	North side of Parsons street is adjacent commercial. Neighborhood has high percentage of foreclosure and vacant building. Close proximity to Water Street Redevelopment area.			

PLANNING COMMISSION
Master Plan Update Committee
MEETING MINUTES
May 9, 2012
4th Floor Conference Room
4:30 P.M.

I. CALL TO ORDER

The meeting was called to order at 4:40 p.m.

II. ROLL CALL

Present: B. Lenart, T. Gillotti, R. Murphy, B Wessler

IV. DISCUSSION

Gillotti and Lenart updated the committee on funding for master plan and zoning ordinance revision through the County's recent award for the HUD Community Challenge grant. The award contract has yet to be finalized but all parties anticipate a final contract, including budget, by the end of June.

The committee discussed other community master plans and components/documents/processes that might be useful as models or guides for a full revision. It also discussed desirable elements for this RFP, including said guides. The committee intends to present a plan for full master plan revision process, including a draft RFP, to the Planning commission in June.

V. NEXT MEETING

TBD

**Food Production Ordinance Committee
Meeting Minutes
April 05, 2012
4:30 P.M.**

Present: D. Lautenbach, M. Bullard, K. Weger, A. Edmonds, S. Stauffer

Staff: Teresa Gillotti, Bonnie Wessler

1. Food Production (open-air and greenhouse) in Residential Lots

Discussed goals of modifications to the ordinance.

Discussed potential:

- limitations on size of garden/farm area (setbacks & coverage),
- limitations on location/size of accessory structures used (ex, greenhouses/sheds)
 - o discussion of interaction with state building code; refer to Flint example

2. Greenhouse on Non-Residential lots

Discussed goals of potential modifications.

Discussed potential:

- changes to allow growing of plants in a greenhouse as a permitted use in Workshop-Studio; as a special use in B4 & B2 (exists currently as a permitted primary use in M1, M2, CI);
 - o discussed building code
- on-site sales.

3. Food Processing

Discussed goals.

Discussed potential changes to catering/manufacturing uses to unify and streamline the varied and overlapping definitions while directing traffic appropriately.

4. Mobile Food Vending

Discussion surrounding clarification of existing mobile food issues.

Ypsilanti Non-Motorized Advisory Committee Meeting Minutes

March 1, 2012

1. Call to order – The meeting was called to order at 7:10pm, Thursday, March 1, 2012 at the Ypsilanti District Library, 229 West Michigan Avenue, Ypsilanti, Michigan. Committee members attending were Adam Gainsley, Kevin Hill, Bob Krzewinski, Richard Murphy and Cheryl Weber
2. Introductions
 - a. Audience participation – None
3. General business
 - a. Agenda approval – Motion by Cheryl Weber to approve the agenda, seconded by Kevin Hill, approved unanimously.
 - b. Approval of February meeting minutes Motion by Cheryl Weber to approve the agenda, seconded by Kevin Hill, approved unanimously.
 - c. Committee communications received – Bob Krzewinski reported receiving an email from a handicapped Ypsilanti resident who gave input into the problems they have encountered locally. Bob invited this person to future Non-Motorized Committee meetings.
 - d. Other – Adam Gainsley indicated that he will be on the Board of the Washtenaw Bicycling and Walking Coalition.
4. Old business
 - a. Complete Streets improvements update (sharrows, mid-block pedestrian crossings, share-the-road sign locations, bus stops) – Bonnie Wessler of the City Planning Department indicated that bicycle symbol signs have been ordered to appear above or below the recently installed “share the road” signs and will be installed over the next few months.
 - b. Downtown bike routes-signage-maps – Adam Gainsley is researching resources for a Ypsilanti-specific bicycle map and will contact Washtenaw County Parks & Recreation Commission staff for their input.
 - c. Additional bike parking hoop locations – Bonnie Wessler indicated that it might be best to contact the Ypsilanti Downtown Development Association (DDA) for possible funding of additional bicycle racks. To this extent, Bob Krzewinski will research rack costs and provide this information to Kevin Hill who will present this data to the DDA. Bonnie also indicated that the AATA will be doing improvements to the Ypsilanti Transit Center in the fall of 2012 and this might be a good opportunity to have AATA install extra racks there. Cheryl Weber will bring this item up in meetings she has planned with the AATA and also mention bus stop improvements needed at Washtenaw and Mansfield Streets.
 - d. Additional Committee members – Committee member terms-of-office – The Committee reached a consensus that when all current Committee member terms expire in January 2013 that ½ of the people appointed will serve for one year and the other ½ serve for two years so expirations of members terms are staggered. Bob Krzewinski will convey this recommendation to the Planning Commission for action no later than December 2012. It was noted also that Adam Gainsley’s appointment to the Committee was approved unanimously by the Planning Commission. Concerning additional Committee members, new members are always encouraged but the Committee also feels it is important to establish a list of “Non-Motorized Project Volunteers” who are not officially on the Committee, but under the supervision of a Board member, can work on non-motorized projects. Bob Krzewinski will put out a request for such volunteers and keep a list of individuals.
 - e. Non-Motorized year end task report approval – The Committee was very appreciative of the editing work Bonnie Wessler did on the Committee year-end report. A motion was made by Kevin Hill to approve the report, seconded by Adam Gainsley, passing unanimously.
 - f. City Non-Motorized web page – Items from the old City web page are being transferred to the new City web page and the Non-Motorized Committee page has yet to be moved. Bob Krzewinski will monitor the progress and inform Committee members when a new Non-Motorized page is up.
 - g. 2012 Non-Motorized Committee Priorities – After discussion, project priorities for 2012, in addition to current active projects, will include Border To Border Trail projects (i.e. Michigan Avenue crossing and Water Street), sidewalk improvements, a Ypsilanti bicycle map, I-94 non-motorized crossings and the League of American Bicyclists Bike Friendly Community application for Ypsilanti.
 - h. Police enforcement of darkened drivers windows – Bob Krzewinski will forward a memo from the Committee to the Planning Commission to be forwarded to the Police Department urging

enforcement of illegally tinted car windows which prevent bicyclists and motorists from making safety-related eye contact (i.e. "I see you, you see me").

5. New Business

- a. Support letter – Grant application for Water Street Border To Border Trail – A support letter was approved from the Committee for a Michigan DNR Natural Resources Trust Fund application for funds to build the Border To Border Trail from Michigan Avenue to Grove Road. The letter will be forwarded to the Planning Commission and Planning Department.
- b. By-laws updates – At the present time there are no real by-laws for the Committee, but there is a Committee Policy and Procedures document that has been approved by the Planning Commission. At the present time there were no recommendations to change this document by the Committee although it has been noted that the position of Committee Vice-Chair and Secretary are currently unfilled.
- c. Bike To Work Week – Bob Krzewinski went over the 2011 Ypsilanti version of Bike To Work Week (May 13-19 in 2012), named Bike-Bus-Walk Week. Bob will coordinate events again for 2012.
- d. Mix market involvement – Bob Krzewinski will talk with the Ypsi Mix Market coordinators to see if there is interest in a non-motorized information table some Saturday.
- e. Street speed limit increases – There was a general consensus that plans to raise the speed limit on Huron and Hamilton Streets from 30mph to 40mph would be dangerous for pedestrians and cyclists and just encourage even faster vehicle speeds. Committee members will attend the public information meeting on March 5th on this matter.
- f. Other – Kevin Hill indicated that the DDA will be conducting a parking survey in the City and will work to include a question or two about bicycle parking and commuting.

6. Major project working groups

- a. Complete Streets subcommittee – No new updates.
- b. Sidewalks subcommittee – More time will be spent at the April Committee meeting on sidewalk deficiencies and how to make improvements.
- c. Non-motorized projects list subcommittee – No new updates.

7. Other items

- Underground Railroad Bike Route - Bob Krzewinski indicated that the Adventure Cycling organization has just created an Underground Railroad bike tour route through Ypsilanti. Bob will work on media coverage of this new development with possible coverage of long-distance cyclists taking this tour (the route goes from Alabama to Lake Huron in Ontario).
- Federal Non-motorized Funding Legislation – The U.S. House Of Representatives recently passed a federal transportation bill that would basically eliminate funding for non-motorized projects. The Senate is now considering it's own version of a transportation bill. The best updates on the transportation bill would be at the League of American Bicyclists website at www.lmb.org.
- Adam Gainsley will set up a Twitter account for the Committee (i.e. for meeting announcements) and also work on QR codes to publicize the Committee.

8. Adjournment – A motion was made at 8:20pm to adjourn the meeting by Kevin Hill, seconded by Adam Gainsley, and approved unanimously. The next Committee meeting will be Thursday, April 5, 2012, at the Ypsilanti District Library.

April 2012 Ypsilanti Non-Motorized Advisory Committee Meeting Minutes

1. Call to order – The meeting was called to order at 7:05pm, April 19, 2012 at the Ypsilanti District Library, 229 West Michigan Avenue, downtown Ypsilanti. Committee members included Adam Gainsley, Kevin Hill, Bob Krzewinski and Cheryl Weber.
2. Introductions
 - a. Audience participation – Guests at the meeting gave brief comments to the Committee.
3. General business
 - a. Agenda approval – Motion made by Weber, seconded by Krzewinski, to accept the agenda. Approved unanimously.
 - b. Approval of March meeting minutes - Motion made by Weber, seconded by Krzewinski, to accept the minutes. Approved unanimously.
 - c. Committee communications received – None.
 - d. July meeting (meeting date would be July 5) – Short discussion on possibly not holding the July meeting due to the July 4th holiday with issue to be decided at May or June meeting.
4. Old business
 - a. Complete Streets improvements update - “Bicycle” symbol signs should be added to all the new “Share The Road” signs by the end of summer.
 - b. Downtown bike routes-signage-maps – Adam Gainsley continuing to work on project. Volunteers with map-making skills needed.
 - c. Additional bike parking hoop locations. Six additional City bike rack locations identified (Beezys, Haabs, Sidetrack, Tap Room, Congdons Hardware, Senior Center) plus four additional racks needed at the AATA transit center. Bob Krzewinski will write up a proposal for downtown/Depot Town rack purchases to be presented to the Downtown Development Association by Kevin Hill. Cheryl Weber will contact the AATA about funding for racks at the transit center. A suggestion was also made to seek donations for bike racks at the Senior Center.
 - d. City Non-Motorized web page – Data is still being moved from the old City website to the new site. Non-Motorized Committee information is still on the “old” site. In the meantime, Committee meeting agendas and minutes are on the “unofficial” Bike-Bus-Walk Ypsi website at www.bbwypsi.org.
 - e. 2012 Non-Motorized Committee Priorities – Adam Gainsley gave an update on the Ypsilanti Bike Friendly Community application. Bob Krzewinski placed 2012 priority projects where volunteers are needed on the Bike-Bus-Walk Ypsi website at www.bbwypsi.org. Bob will also have a City Non-Motorized Committee table at the Bike Ypsi Spring Ride (May 6 – Recreation Park) to gather public input on non-motorized improvements to the City.
 - f. Police enforcement of darkened drivers windows – A statement from the Committee to the Police Chief requesting increased enforcement of illegal darkened front vehicles will be done by Bob Krzewinski. Such windows prevent eye contact between motorized and non-motorized users with the non-motorized users not sure if the person in a motorized vehicle can see them.
 - g. Bike-Bus-Walk Week (Bike To Work Week) – May 13-19 – A was made of events centered around this week attempting to have more people in Ypsi walk, bicycle or take the bus.
 - h. Mix Market involvement – Bob Krzewinski will contact Mix management for having a mini-information table with non-motorized related handouts.
5. New Business
 - a. Planning Department update – Bob Krzewinski talked with Teresa Gillotti of the City Planning Department earlier in the week and gave an update to the Committee, including news on the possibility of putting sections of Hamilton and Huron Streets on a road diet (three lanes down to two and adding bike lanes).
 - b. WBWC Project Priorities – Larry Deck of the Washtenaw Bicycling and Walking Coalition (www.wbwc.org) discussed that groups project priorities, including those for Ypsilanti (i.e. I-94 non-motorized crossings, Border To Border Trail completion).
6. Major project working groups
 - a. Complete Streets subcommittee – No new updates
 - b. Sidewalks subcommittee – A discussion was held on possible field trips on the main areas where sidewalks are not presently installed but very much needed (Huron Street – Forest To LeForge, northside of Washtenaw, west of Oakwood and Huron/Hamilton – Harriet Street south to I-94).
 - c. Non-motorized projects list subcommittee
 - Border To Border Trail completion – Work is continuing by the City on planning for the non-motorized Trail crossing of Michigan Avenue. Bob Krzewinski and Adam Gainsley will also plan to meet with Washtenaw County Parks and Recreation Commission staff in May to discuss Trail issues.
 - I-94 non-motorized crossings (Grove Road, Huron Street) – No new updates.
7. Other items – None.
8. Adjournment – The next Committee meeting will be Thursday, May 3, 2012, 7pm, Ypsilanti District Library. A motion was made by Weber, seconded by Krzewinski, to adjourn the meeting, passing unanimously. The meeting was adjourned at 8:20pm.

