

1. Agenda

Documents: [01- PLANNING COMMISSION AGENDA 11 .PDF](#)

2. Packet

Documents: [NOV 19 2013 PACKET .PDF](#)

**Agenda
Planning Commission
Council Chambers
Wednesday, 20 November 2013 - 7:00 P.M.**

I. Call to Order

II. Roll Call

Roderick Johnson, Chair	P	A
Anthony Bedogne	P	A
Mark Bullard	P	A
Gary Clark	P	A
Phil Hollifield	P	A
Heidi Jugenitz	P	A
Brett Lenart	P	A
Richard Murphy	P	A
Cheryl Zuellig	P	A

III. Approval of Minutes

- 16 October 2013

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

- none

VI. Old Business

- 212/216 N Lincoln: auto sales and major auto repair (BW)

VII. New Business

- Shape Ypsi: Zoning Ordinance update

VIII. Committee Reports

- Nonmotorized committee

IX. Future Business Discussion / Updates

X. Adjournment

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**PLANNING COMMISSION
MEETING MINUTES
October 16, 2013
CITY COUNCIL CHAMBER
7:00 P.M.**

I. CALL TO ORDER

The meeting was called to order at 7:03 p.m.

II. ROLL CALL

Present: R Johnson, A. Begdone, M. Bullard, H. Jugenitz, Brett Lenart, R. Murphy

Absent: G. Clark (excused) P. Hollifield (excused), C. Zuellig (excused)

Staff: Teresa Gillotti, Community Development Director
Bonnie Wessler, Planner I

Chairman Johnson welcome new member Heidi Jugenitz to the board.

III. APPROVAL OF MINUTES – September 18, 2013

Commissioner Lenart requested a correction to the spelling of the newest member Heidi Jugenitz then moved to approve the minutes of September 18, 2013 (Support: A. Bedogne) and the motion carried 5-0 (R. Murphy not yet in attendance).

IV. AUDIENCE PARTICIPATION

None

V. PUBLIC HEARING ITEMS

1. Master Plan Adoption

Chairman Johnson stated that it is his understanding that a brief presentation will be shown this evening concentrating on the changes that have occurred since the last presentation.

Ms. Gillotti presented the staff report thanking everyone for their input and involvement in this project. She stated that this has been a long process starting in January to develop the Master Plan; the first part of a process that began with interviews and focus groups and then charrettes getting public input. We are about half way through the process before we start looking at revising the zoning code. This will be an 18 month process that will be a revision of the Master Plan and also re-writing of the zoning ordinance. This evening will be spent on changes to the previous draft that was sent out to the community.

As required by law, copies were sent to adjacent communities that have boundaries to the city, as well as to others that we have partnerships with, i.e. Huron River Watershed, Washtenaw Area Transportation Study, Washtenaw County Parks & Recreation, looking for their feedback or comments. Copies were sent to the Senior Centers, Libraries and one was also available in the City Clerk's office for comments from residents. We had five workshops, received comments by email and recently had another charrettes. We have done major revision in the draft being reviewed at this meeting with all the comments and changes included.

The future land use was changed, and there were some changes because of a different approach to how central neighborhoods were looked at; changes to the transportation plan, and updated information on Reimagine Washtenaw, which had been very basic at the time, as well as changes in many other areas. She zoomed into the map pointing out the changes on the maps reviewing each in detail.

Some questions were asked by board members with responses by Ms. Gillotti.

Commissioner Bedogne moved to open the public portion of the hearing (Support: B. Lenart) and the motion carried unanimously.

Gary Sobbry, 211 N. Lincoln – had some questions on nonconformity, which was responded to by Ms. Gillotti.

Michael Stone-Richard, 844 Railroad - asked about light rail and how it is addressed. Mr. Gillotti provided information about Transit Oriented Development and commuter rail.

Since there were no more questions, Commission Lenart moved to close the public portion of the hearing (Support: H. Jugenitz) and the motion carried unanimously.

Some more questions and concerns were directed to Ms. Gillotti by board members, which she addressed. They also made some recommendations on changes they would like to see included.

After further discussion, Commissioner Murphy moved to adopt the Shape Ypsilanti Master Plan with edits as discussed to be addressed by staff (Support: T. Bedogne). A roll call vote was taken and carried unanimously.

2. 333 S. Prospect

B. Wessler provided a brief presentation noting that the project had previously been approved for a special use permit and site plan November 2011, however, it expired due to inactivity. This was a request for expansion of building and paving a 52 space parking lot.

The lot is zoned B2, which allows religious facilities as a Special Use, subject to the specific requirements in Sec 122-780. This use received a special use permit in 1997. The applicant initially applied for expansion in late 2011, which was approved with conditions by Planning Commission. Due to financing issues, the applicant was unable to proceed with the project at that time and the approval expired. This is a revised re-submission for the same project; revisions are largely to satisfy conditions of approval placed on the previous submission, but also include a phasing of the project. Staff is recommending approval with conditions similar to the last conditions placed on the approval, although some conditions have already been completed.

Commissioner Lenart asked about the parking deduction - why 20% is included in the waiver when only 14% was required by the submitted site, to which Ms. Wessler responded that this is a decision for the Planning commission. He also asked about the landscaping requirement and Ms. Wessler responded that she had carried over that particular waiver from the previous application.

Commissioner Murphy moved to open the public portion of the hearing (Support: T. Bedogne) and the motion carried unanimously.

Ken Moody, Architect for project and Pastor Robinson – think they can comply with all requests. They are looking to acquire some adjacent property so haven't yet selected the species of plants in landscaping. Previous expiration of the project was due to inability to acquire land and secure funding as they had planned, but are now ready to go and will comply with all necessary conditions and waivers.

Commissioner Bedogne moved to close the public hearing (Support: B. Lenart) and the motion carried unanimously.

After some questions to Ms. Wessler, Commissioner Lenart moved to approve the special use permit expansion for the Ypsilanti Community church at 333 S. Prospect with the following findings and conditions:

Findings:

The application is substantially in compliance with Sec 122-165(b).

Conditions:

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

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

Some questions on water detention were asked by board members of the applicant and responded to in detail.

Commissioner Murphy moved to approve the Site Plan for the Ypsilanti Community Church at 333 S. Prospect with the following findings:

Findings:

The application substantially complies with Sec 122-127.

Waivers:

1. For 20% reduction in the required parking, due to site dimensional constraints.
2. To accept modified foundation landscaping, with the finding that the public benefit intended to be secured by such landscaping is secured by the decorative elements of the building itself.
3. To omit in-ground irrigation, with the finding that the public benefit intended to be secured by such a provision is ensured by the hardy nature of the landscaping materials proposed.
4. To omit 40' of required screening along north lot line, from front lot line eastward, due to shared drive constraints, with the finding that the public benefit intended to be secured by such screening is assured by the proposed building layout.
5. If construction of building is phased, all site work will be part of first phase.

Conditions:

1. Engineering approval.
2. Applicant to submit further detail regarding:
 - a. Parking lot and entrance lighting, subject to administrative approval.
 - b. Applicant to submit full landscape plan, subject to administrative approval.

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

3. 212/216 N. Lincoln – Auto sales and repair

Staff report was presented by Ms. Wessler. She stated that two parcels comprise the project for the use of automotive sales and repair. Sales will be limited to 5 spaces with the remainder of the parking to meet the requirements of the automotive repair use. The property fronts on Lincoln with an alley to the rear. There are two buildings on the two parcels. The building to the south will be used as office and the building to the north will be used as an auto facility. The site is located within a groundwater recharge area, but not a well head or sourcewater protection area. Improvements are being proposed to site landscaping, lighting, parking/maneuvering, and drainage. Use of the site is going to change not building, footprint

or screening. Applicant will be providing stormwater control as required. She reviewed the various waivers that would be required as well as conditions. A photometric was included in the plan.

The property is zoned B4 General Business, which allows "automobile service stations and automobile repair garages, standing alone or in combination with an automobile sales outlet, which provide major or minor repairs" a Special Use, subject to the specific requirements in Sec 122-776. The site has not had any previous approvals for this or a similar use.

Ms. Wessler reviewed the standards required for special use permit, listed the items that must be addressed but did not have any specific concerns. Since there has not been an approved use on this site for ten years, it is Ms. Wessler's opinion that this is a monumental occasion.

Commissioner Murphy confirmed that there had been a previous non-conforming used there previously, to which Ms. Wessler agreed. Chairman Johnson also had some questions involving the Master Plan for this use, which was responded to by both Ms. Wessler and Ms. Gillotti. He also felt that this is a very challenging area with both residential and fairly serious commercial activity going on within close proximity of each other.

Commissioner Bedogne confirmed that the recommendation to approve special use permit would only apply to this specific site, to which Ms. Wessler agreed, although it would also give other properties the right to apply if requested. Commissioner Lenart had some concerns, which Ms. Wessler stated had been included in the stated conditions. He also had concerns on parking and Ms. Wessler responded that one of the reasons that the parking for the public is so high is because of our parking ordinance. The vehicles for sale cannot encroach upon the business.

Commissioner Lenart moved to open the public portion of the hearing (Support: H. Jugenitz) and the motion carried unanimously.

Ali Wabab, applicant – reiterated that the proposed use was for sales and auto repairs.

Chairman Johnson stated that there is a concern on the main function, i.e. sales vs repairs?? Mr. Wabab responded that it is his opinion it will be 50/50. Sales are a by-product of repair. His father owns another facility on Cornell St which he helps to run. Commissioner Bedogne asked how he keeps track of sales vs repair. Mr. Wabab responded that he can't tell for sure but he thinks it may be repair. Ms. Wessler clarified by stating that one of the reasons we are seeking a special use is because of an interesting quirk of the B4 zoning. In the B4 zoning you can have a committed use for auto sales with no more than 50% being repair or you can have auto repair and no more than 50% for sales but that can fluctuate over time as business demands change. Commissioner Murphy asked how many vehicles they anticipate on site waiting for repair at any given time and Mr. Wabab responded it could be 5-10. Commissioner Murphy asked what happens if area full, what happens and Mr. Wabab responded he would turn them away. Most of his business is covered by appointments. Commissioner Bedogne asked number of employees and Mr. Wabab responded starting with three with a maximum of five.

Ms. Lineah Burgess, 211 N. Lincoln, lives across the street from the property. She has had experience from other auto sales/repair previously and it was misery. They have a narrow street where they can't get an ambulance down there when cars are parked. It is a health and safety hazard to children on the street. She has lived there since 1994 and has been threatened by some people that park their cars there. She is totally opposed to this request.

Gary Sobbry, 221 N. Lincoln – had a number of concerns. He has operated in Lincoln Street for the past fifty years. The building in question was built without a permit. He agreed with the previous resident that you can't get a school bus through because of the parking situation and kids had to walk down to North Street. He is also opposed to this request.

Mr. Wabab – stated that he does not intend to use any land outside of his property in question. There will be no spillover from his business. He guarantees that the neighbors will be happy with his operation. He will be managing on a daily basis.

Commissioner Murphy asked staff if we had any comments from the Police Department and any success they have had on complaints. Ms. Gillotti responded that it is better than previously over the past year.

Mr. Sobbry – stated that he has spoken with the Police Department about enforcement and has been told they cannot enforce because of lack of curbs.

Commissioner Lenart moved to close the public portion of the hearing (Support: T. Bedogne) and the motion carried unanimously.

Chairman Johnson agreed that it is better than it used to be but does recognize that it is a tough street. There is a different of opinion between the residents and business owners. Commissioner Bedogne agreed that there is a lot of history on this site and he has some reservations but hopefully with a different owner who is committed to do the right thing, he is in favor of giving the new owner an opportunity. Chairman Johnson has issues with special use going forward with a Master Plan that seems too speak more to the pedestrians and residents, and if anything, try to protect those again other entities would speak against this matter. He is also concerned about putting auto repair/sales in the middle of a block that has housing on all three sites. There have always been issues with parking on the street and thinks it is too intense for the block.

Commissioner Murphy stated if they just wanted to minor repairs they would not need a special use permit for that. We have to review the application under the standards that we have currently. Some of the improvements address some of the problems that have been in effect previously. Chairman Johnson referred to the criteria in #1 and #6 and still feels this area is too intense.

Commissioner Bullard lives close to the property involved. He is inclined to support this use and feels that the use is consistent with the neighborhood. There are lots of auto uses right by residential, i.e. City Body in Depottown. He feels that this is an appropriate use for the area.

Commissioner Lenart stated that this has always been a complicated issue. There are no good answers and it's tempting to pick one or the other, hard to do so in practice. He agrees with Commissioner Murphy that a lot of other uses are permitted here.

Commissioner Murphy moved to table the special use permit and site plan asking staff to consider, with the applicant, some potential conditions to address impacts neighboring properties, screening, hours of operation, institute residential parking on Lincoln and North Streets and asking for Police/Fire Departments to render an opinion on the site plan in general or use of this location (Support: H. Jugenitz). The motion carried 4:2. Commissioners Johnson and Lenart opposed.

4. 834 Railroad (Commissioner Murphy left)

Ms. Wessler stated that is a substantially similar site plan but with a different applicant. It is a multi-tenant building and the applicants are proposing to occupy both a manufacturing bay and the office space for a medical marijuana growing facility. Staff is recommending approval conditional on the site plan and with a note that the special use permit will expire and not be in effect if they cease operations 60 days or more. It is a challenging site for screening. Screening is being proposed to the SE of the site less to NW of site as it is a blank face facing a residence. Some required landscape screening to be relocated into flood plain. Waiver is required for foundation landscaping due to industrial site with existing bay doors.

Commissioner Lenart moved to open the public portion of the hearing (Support: T. Bedogne) and the motion carried unanimously.

Alex LaFaro and Mo Chammout, applicants – stated that they are leasing the building and making improvements by themselves.

Gary Sobbry, 221 N. Lincoln – would like this request voted down - is opposed to this request – is not in favor of growing places. It is his opinion that we have enough of a problem with drugs in the City.

Oscar Ridenour, 858 Railroad Street – it is going to draw people that are undesirable., plus the odor is problematic.

Michael Stone Richard, 844 Railroad street – as a resident of the street, he had the following concerns:

- a. Security – what type of security system are they going to have? Will there be a 24 hour presence? Will there be trained security personnel? Alarm system? Trained security personal? Not a lot of foot traffic and it will be a target. Whether or not they have a good security system – folks may look for next target which could have impact on other people on the street. Will it be well lit – what are maintenance concerns – pesticides, insecticides, etc? Will they be stored outside? Will it leak into the river? What about the Huron River Watershed Council. – concerned on outdoor storage. Will there be an odor? How will they be doing sales? Will they be delivering to the dispensaries? If there are issues – how does special use permit dealt with? How do we communicate if they don't meet requirements of the permit? Are there inspections? What do they cover? What happens if they don't

comply? Not totally opposed but have lots of questions and would like to meet the applicants.

Ms. Wessler responded to all his questions.

Lineah Burgess , 211 N. Lincoln – Is opposed to this request. She comes from a law-enforcement family. She does not think we should add the stress to police force. She does not like that people are selling outside Dollar General and smoking in their cars. Ypsilanti is known as little Detroit.

Catherine 1454 Twin Lakes drive – City and residents have already voted to approve this. This is a way to generate revenue.

Renee Burgess, 1 Oak Street - Is opposed to marijuana growing anywhere in the City. Federal government is looking down on all of these places selling saying they're illegal.

Commissioner Bedogne moved to close the public portion of the hearing (Support: H. Jugenitz) and the motion carried unanimously.

Chairman Johnson stated that in every similar case, people are against this issue, however, it was supported by vote of the people of the City of Ypsilanti. The applicant has been forthright and open and gone through the licensing issues. He is neither for/against, but going by what the law states.

Commissioner Bedogne stated that under there is no sale allowed or happening, it is strictly a growth facility. The lighting plan looks good and the security is an issue with the Police Department. He asked the applicant about the presence at the site. The applicant, Mr. responded that they plan to have two shifts in the beginning. As it gets up and running, they will be contracting out a security guard for when there is no staff on site. He would like presence in the nighttime. Insurance requires that they have camera surveillance and other security measures.

Commissioner Lenart moved to approve the Special Use Permit for the Railroad Cultivation Facility at 834 Railroad Street with the following conditions:

Conditions:

1. Special use approval shall be subject to approval of site plan.
2. Special use permit shall expire and be of no effect if the use ceases operations for a period of 60 days or more, per Sec. 122-815(9).

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

Commissioner Lenart moved to approve the Site Plan for the Railroad Cultivation Facility at 834 Railroad Street with the following waivers and conditions:

Waivers:

1. To accept proposed screening between land uses, with the finding that the benefit to be secured by Sec 122-703, Screening Between Land Uses, will exist less than the required screening; and significant benefits shall be accrued by locating plant material in an amount equal to the deficiency to the rear of the site.
2. To omit parking aisle protection, with the finding that the benefit to be secured by Sec 122-704(b)(2), will exist without them.
3. To accept proposed foundation landscaping, with the finding that the benefit to be secured by Sec 122-706, Foundation Landscaping, will exist with less than the required amount of plant material, and significant benefits shall be accrued by locating plant material in an amount equal to the deficiency to the rear of the site.
4. To omit in-ground irrigation, with the finding that the benefit to be secured by Sec 122-712(e) shall exist without it.

Conditions:

1. A Master Sign plan shall be submitted, should any change in signage on the site be proposed.
2. Note the Medical Marijuana conditions as outlined in Sec 122-815 on the site plan and maintain compliance at all times.
3. Provide to the City of Ypsilanti a conservation and access easement along the Huron River frontage, in accordance with the goals outlined in the City's Master Plan, at a minimum of 30 feet in width.

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

VI. OLD BUSINESS

1. Harmony House, 615 E. Michigan

Commissioner Bullard moved to remove this item from the table (Support: H. Jugenitz) and the motion carried unanimously.

Ms. Wessler stated this revised site plan was brought to Planning Commission the night of the previous meeting. They actually remedied many of the issues that were on the site plan at that time. There were only slight modifications since that last version. The sidewalk is shown on one of the landscape plans with improved landscaping – access to rear controlled with fences and gates. Turning radius for vehicles has been remedied. Four conditions are left on her recommendation for approval.

- Dimension driveway and all sidewalks
- Note on site plan that applicant will apply for sign permit and submit master sign plan for any new or changed signage on the site.
- Remove existing concrete post in front of perpendicular building closes to the street, near the bus stop.

- Ensure pedestrian access from the public sidewalk to the front of the building is ADA compliant as the sidewalk is not dimensioned.

There are still some waivers required, which have been previously discussed.

Chairman Johnson asked the applicant about the four conditions. He will agree to all conditions.

Commissioner Jugenitz moved to approve the site plan with the following conditions:

Waivers

1. To permit a reduction in required parking by up to 20%, due to the site's dimensional challenges.
2. To accept the proposed foundation landscaping.
3. To omit in-ground irrigation.
4. To permit landscaping in lieu of a landscaped berm

Conditions

1. Dimension driveway and sidewalks.
2. Note on the site plan that the applicant will apply for a sign permit and submit a master sign plan for any new or changed signage on the site
3. Remove concrete post/footing in front of perpendicular building.
4. Ensure pedestrian access from public sidewalk is ADA-compliant.

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

VII. NEW BUSINESS

None

VIII. COMMITTEE REPORTS

Non-Motorized Committee – inadvertently left out of the packet. Will be submitted at the next meeting in November.

VII. FUTURE BUSINESS DISCUSSION/UPDATES

Family dollar monuments

VIII. ADJOURNMENT

Since there was no further business, Commissioner Bullard moved to adjourn the meeting (Support: H. Jugenitz) and the motion carried unanimously. The meeting adjourned at 9:58 p.m.



27 September 2013
14 November 2013

Staff Review of Site Plan & Special Use Application
212 & 216 N Lincoln

Applicant: Ali Wahab
212 & 216 N Lincoln
Ypsilanti, MI 48198

Project: Proposed Auto Sales & Auto Repair facility

Application Date: 18 September 2013

Location: On the east side of North Lincoln, south of the railroad and north of North Street. North-east of the intersection of River and Michigan.

Zoning: B4, General Commercial

Action Requested: Site plan and special use approval for an auto sales facility with auto repairs.

Staff Recommendation: Approval with conditions

PROJECT AND SITE DESCRIPTION

The project currently spans two parcels, which the applicant proposed to combine into one 0.35 acre parcel. There is a platted alley to the rear of the project, exiting onto North Street. The project's main entrance is on Lincoln, off the north parcel. The applicant is proposing to re-use the existing buildings on the site; the southern building as offices and the northern building as the auto repair facility. The site is located within a groundwater recharge area, but not a wellhead or sourcewater protection area. Improvements are being proposed to site landscaping, lighting, parking/maneuvering, and drainage.

The property is zoned **B4 – General Business**, which allows “automobile service stations and automobile repair garages, standing alone or in combination with an automobile sales outlet, which provide major or minor repairs” as a Special Use, subject to the specific requirements in §122-776. The site has not had any previous approvals for this or a similar use. Note that both auto sales and minor repairs are both permitted uses under §122-412; only “major repairs” require Special Use approval. The ordinance defines major repair as “engine and transmission rebuilding, reconditioning or general repairs; collision service such as body, frame or fender straightening or repair; steam cleaning, undercoating and rustproofing; painting and similar exterior detailing; machining; and similar servicing,

rebuilding or repairs that normally do require significant disassembly or storing the automobiles on the premises overnight.” Minor repair is defined as “engine tune-ups and servicing of brakes, air conditioning, exhaust systems; oil change or lubrication; wheel alignment or balancing; or similar servicing, rebuilding or repairs that normally do not require significant disassembly or storing the automobiles on the premises overnight.”

At the October Planning Commissioner meeting, issues discussed included traffic and on-street parking impact, lighting, screening, and hours of operation; Planning Commission tabled the application. The revised site plan addresses the issues on the site itself; the applicant has indicated willingness to discuss hours of operation with the Planning Commission as part of the Special Use permit.

Figure 1: Subject Site Location

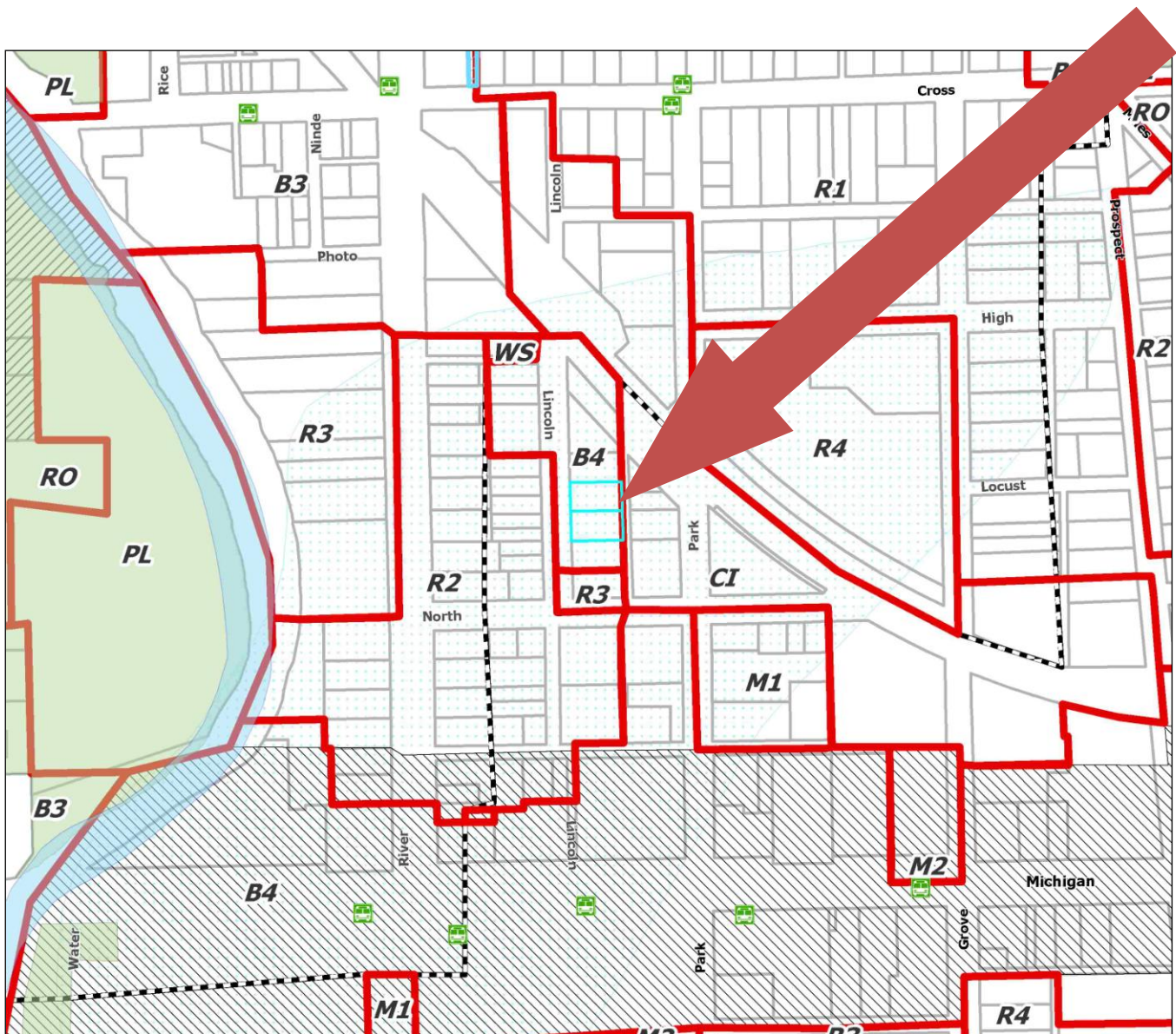


Figure 2: Site Aerial (2010)

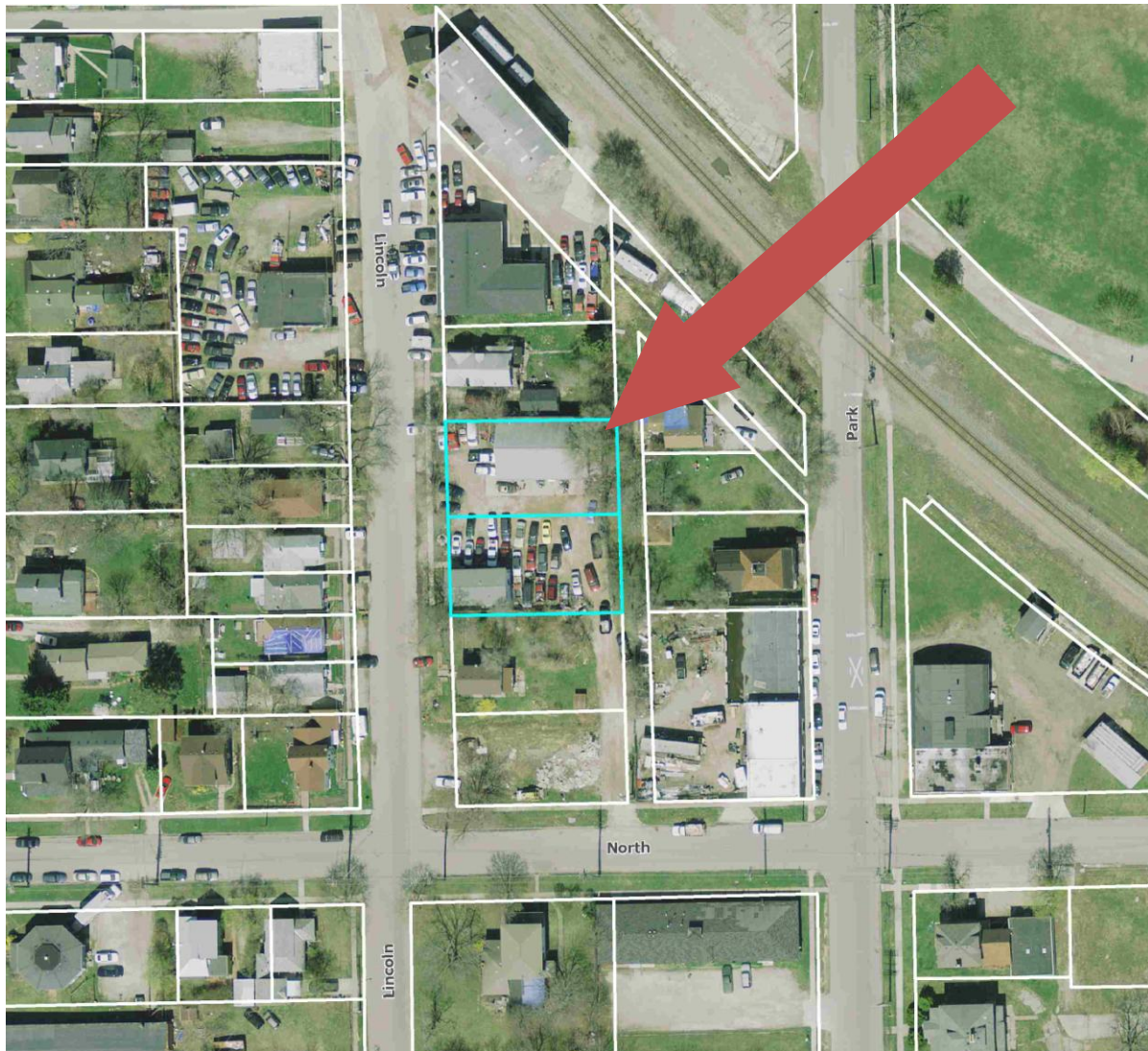


Figure 3: Land Use and Zoning of Surrounding Area

	LAND USE	ZONING
NORTH	2-family, office, warehouse, RR	B4
EAST	MDOT ROW, single fam, vacant land, 2-family	CI
SOUTH	arch./const. offices, vacant lot, single family	CI, R3, B4
WEST	tow yard, single-family	R2

SPECIAL USE: CRITERIA AND REVIEW

§122-165(b)

- (1) *The location, scale, and intensity of the proposed use shall be compatible with adjacent uses and the zoning of the land.*

COMMENTS: The area around Lincoln Street hosts a wide array of very diverse uses, ranging from single-family to heavy industrial (Marsh Plating). As many of these uses have been there for quite some time, the zoning is similarly diverse. The auto sales proposed will be primarily serving destination customers, not drive-by traffic, and the auto service is proposed to be a minor component of the business, both being linked with Sam's Auto, on Washtenaw at Cornell. The use is not out of line with other nearby uses; negative impacts from traffic and noise can be mitigated, and both uses proposed are consistent with permitted uses in the B4, General Commercial district.

- (2) *The proposed use shall promote the use of land in a socially and economically desirable manner and shall not be detrimental, hazardous, or disturbing to existing or future neighboring uses, persons, property, or public welfare.*

COMMENTS: With adequate groundwater protection, noise controls, and visual screening, which the applicant proposes and is required under the ordinance, the use does not appear as though it will be detrimental, hazardous, or disturbing to existing or future neighbors.

- (3) *The proposed special land use shall be designed, constructed, operated, and maintained to assure long-term compatibility with surrounding land uses. Consideration shall be given to the placement, bulk, and height of structures; materials used in construction; location and screening of parking areas, driveways, outdoor storage areas, outdoor activity areas, and mechanical equipment; nature of landscaping and fencing; and hours of operation.*

COMMENTS: Structures proposed are to remain, although their initial construction had been without benefit of an approved site plan, in the 1990s-2000s. The applicant and current owner is proposing significant renovations of the site to comply with the ordinance and compatible with the neighborhood in the long-term.

- (4) *The proposed special land use shall not present unreasonable adverse impacts on traffic circulation. Consideration shall be given to the estimated traffic generated by such use, proximity to major thoroughfares, and proximity to intersections, required vehicular turning movements, and provisions for pedestrian traffic.*

COMMENTS: The applicant has stated that traffic generated is anticipated to be minimal. No parking is permitted on the east side of Lincoln Street on this block; the applicant is providing adequate parking for customers (3+4), employees (6), and vehicles for sale (5) on the lot itself.

- (5) *The proposed use shall not create additional requirements at public cost for public facilities and services that will be detrimental to the economic welfare of the community.*

COMMENTS: No additional requirements for public services are anticipated at this time.

- (6) *The location of the proposed use shall not result in a small residential area being substantially surrounded by nonresidential development, nor a small nonresidential area being substantially surrounded by incompatible uses.*

COMMENTS: As mentioned before, the uses in this area are very diverse. By land area, it would be difficult to say whether non-residential or residential uses were dominant. Although this use is surrounded on three sides by residential uses, they in turn are surrounded by commercial/industrial uses. The north half of the property has been used commercially for quite some time (appears in 1960 aerial), the south half used to have a residential structure, being used as office space, until the mid-1990s, when it was demolished and replaced with the current two-story cinderblock office building. The tow yard across the street has operated since before 1960.

Items to be addressed: Due to the diverse land uses in this neighborhood, special attention should be paid to the integration of the site into the neighborhood. Planning Commission may wish to consider limiting the hours of operation of special uses in this location, similar to the B1, Neighborhood Business, district.

SITE PLAN: CRITERIA AND REVIEW

§122-127

STANDING

§122-127(1)

The applicant is legally eligible to apply for site plan review, and all required information has been provided.

REQUIREMENTS

§122-127(2)

Figure 4: Requirements

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
B4: §122-414 LOT AREA, WIDTH, COVERAGE	Determined by setbacks, screening and parking requirements.	14,425 sqft .35 ac	unchanged
LOT WIDTH	Determined by setbacks, screening and parking requirements.	132.52'	unchanged
LOT COVERAGE (buildings or structures)	Determined by setbacks, screening and parking requirements.	3,281 sqft 22.7%	3,295 sqft (add dumpster enclosure) 22.8%
SETBACKS			
front	30'	9.73'	unchanged
side	0' if fire-retardant; 3' otherwise	North: 1.81' South: 4.89'	unchanged
rear	10' min, from the centerline of the alley	9.96'	unchanged
B4: §122-415 HEIGHT	Lesser of six stories or 75'; exceptions in §122-640	2 storeys/ 20'8" office 1 storey/ 20' garage	unchanged
§122-647 SIDEWALKS	provide a sidewalk or shared-use path	sidewalk present	unchanged; repair as needed
§122-707 LANDSCAPING	10%	minimal – front lawn area only	3,125 sq ft 21.6%

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
§122-836 PARKING	Motor vehicle sales: • 1 per 200sf sales room (429 sf = 2.1) • 1 per 500sq outdoor sales area (900 sf = 1.8) • 1 per service stall (3 = 3) • 1 per employee (6 = 6) • total: 12.9 = 13 • sales spaces proposed: 5	n/a, unmarked spaces	17 spaces, 5 of which for vehicles for sale waiver requested for 1 parking space 1 bicycle hoop provided at SW corner of north building
§122-861 et seq SIGNAGE	• Building Mounted: max of 3 sq ft per ft of frontage • Ground: max of 40 sq ft, 10' tall; must be ≥3' from front property line; ≥10' from side or rear.	one banner (hung on the building) for former business,	none shown; sign permits to be pulled for all future signage
§122-776 USE-SPECIFIC	1- curb cuts: • no less than 25' from intersection • no less than 20' wide, nor wider than 30' • no more than one drive per 75' frontage 2- paving: entire lot, excluding landscaping & buildings, shall be hard-surfaced w/concrete or bituminous curbs at least 6" in height installed around all paved areas drainage in accordance w/ 122-835 3- all lubrication, hoists, and pits shall be enclosed entirely within a building. 4, 5, 6 – (n/a) 7- comply with 122-641.	1 curb cut, approx 20-25' not near intersection	1- conditions met 2- conditions met 3- conditions met 7- conditions met

Items to be Addressed: Planning Commission waiver requested for 8% reduction in the required parking, due to site dimensional constraints.

BUILDING LOCATION AND SITE ARRANGEMENT

§122-127(3)

There are two buildings on this site: a large garage space to the north and a smaller office building to the south, both constructed of concrete masonry block; one building on each existing parcel.

The current building arrangement will remain largely unchanged, with the addition of a dumpster enclosure towards the south east corner and closing the alley access.

Items to be Addressed: *Combine parcels.*

SITE ACCESS, TRAFFIC, AND PARKING

§122-127(4)

There is one access drive from Lincoln, and another from the alley/parcel to the south. The office building has two entrances on its north side, and the garage has three bay doors (two on the south and one on the west) and one man door on the south. The existing driveway and parking area is largely graveled. Parking spaces are currently not delineated. The site is within walking distance of Michigan Ave and Depot Town. There is a sidewalk along the Lincoln frontage. Pedestrians can access the site from a man gate in the fence north of the office building, currently inoperable, connected to the building's entrance via a sidewalk.

Seventeen parking spaces are proposed; twelve of which for customers/employees and five for display of vehicles for sale. One will be barrier-free. A bicycle hoop is proposed to the south-west corner of the garage building. The man-gate will be restored to operation. The alley access will be discontinued; although the gate will remain the access will be landscaped and curbed.

Items to be Addressed: *None.*

ENGINEERING & STORMWATER

§122-127(5), §122-127(6)

The proposed construction is not in a floodplain or floodway. However, as the site is currently a graveled surface, it must be paved, contributing runoff into the storm system. Two new catchbasins are proposed, with a new connection to the storm sewer.

Items to be Addressed: *See engineer's letter.*

SCREENING

§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	unshielded wall-packs; small lights at office man-doors.	lights to be replaced with compliant fixtures/bulbs. <i>new pole & fixture has been added at SE corner of site to provide adequate lighting.</i>

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
§122-703 Screening Between Land Uses	visual buffer of at least 80% opacity and 6' height along north and east boundaries	overgrown 6' chain-link fence with barbed wire along all boundaries	<i>existing chain link & barbed wire to be removed and replaced with 80% opaque wooden privacy fence; 6' high on frontage; 8' high rear and sides.</i>
§122-704 Off-Street Parking Landscaping	1 tree per 8 spaces (17/8 = 2)	5 existing trees	5 new trees; 5 existing to remain
	landscape island per 16 continuous spaces	--	n/a
	ends of all aisles and corners protected	--	one aisle-end not protected at east end of site, waiver requested
	minimum distance of 3' from curb backside to landscaping	--	curbing and wheelstops provided
	must be screened per 122-703 if conflicting land use	conflicting land use to north and east	screening provided.
	must be screened from public ROW	n/a	screening provided.
	prevent vehicular encroachment into landscaping, structures		fully curbed
§122-705 Greenbelt Landscaping	not required	--	--

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
§122-706 Foundation Landscaping	screen buildings from parking areas/ ROWs 1 ornamental tree and 6 shrubs per 30' OFFICE • north parking: 40' ○ 8 shrubs ○ 1 trees • front ROW: 22' ○ 4 shrubs ○ 1 trees • East parking: 22' ○ 4 shrubs ○ 1 trees GARAGE • ROW/parking: 40' ○ 8 shrubs ○ 1 trees • South: 60' ○ 16 shrubs ○ 2 trees	no landscaping evident.	OFFICE • north parking: 40' ○ 7 shrubs ○ 1 trees ○ Note: between parking and sidewalk, not sidewalk and building. • front ROW: 22' ○ 6 shrubs ○ 1 trees • East parking: 22' ○ 5 shrubs ○ 0 trees GARAGE • ROW/parking: 40' ○ 3 shrubs ○ 1 trees ○ 1 bay door for vehicle access • South: 60' ○ 0 shrubs ○ 0 trees ○ 2 bay doors for vehicle access Waiver requested due to limited space for landscaping and presence of bay doors.
§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	--	CMU dumpster enclosure shown.
§122-710 Exterior Electrical	when visible from ROW screen	n/a	n/a
§122-712 Maintenance	install underground sprinkler system		None proposed, waiver requested
§122-714 Fencing, hedges, walls, berms	no taller than 10' in side/rear yard	Existing 6' chain-link fence around perimeter	<i>Chain-link fence to be replaced with wooden privacy fence as noted above</i>

Items to be Addressed:

- 1- Waiver requested from aisle-end protection at north end of easternmost parking, due to presence of loading space.
- 2- Waiver requested to accept proposed foundation landscaping due to limited space for landscaping and presence of bay doors.
- 3- Waiver requested to omit in-ground irrigation.

OTHER DEPARTMENT AND AGENCY APPROVALS

DEPARTMENT OF PUBLIC SERVICES

The applicant is responsible for obtaining permits from the Department of Public Services before beginning work on any portion of the City right-of-way, including the curb cut on N Lincoln.

STAFF RECOMMENDATIONS: SPECIAL USE

Staff recommends the Planning Commission **approve** the Special Use Permit for the North Lincoln auto sales and repair facility at 212 & 216 N Lincoln with the following findings and conditions:

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

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

STAFF RECOMMENDATIONS: SITE PLAN

Staff recommends the Planning Commission **approve** the Site Plan for the North Lincoln auto sales and repair facility at 212 & 216 N Lincoln with the following findings, waivers, and conditions:

Findings

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

Waivers

- 1- Planning Commission waiver requested for 8% reduction in the required parking due to site dimensional constraints.
- 2- To accept proposed foundation landscaping, with the finding that the benefit intended to be secured by §122-706 will exist with less than the required landscaping or screening.
- 3- To accept aisle-end protection as shown, with the finding that the benefit intended to be secured by §122-704 will exist with less than the required landscaping or screening.
- 4- To accept proposed in-ground irrigation, with the finding that the benefit intended to be secured by §122-712 will exist without it.

Conditions

- 1- Applicant to combine 212 N Lincoln and 216 N Lincoln into one parcel.
- 2- Engineering approval.

Bonnie Wessler
Planner I, Planning & Development Dept.

CC File
 Applicant

212 & 216 LINCOLN

YPSILANTI, MI

SHEET INDEX

SHEET NO.	SHEET TITLE
1	SHEET INDEX, SITE PLAN, ZONING INFORMATION
2	LANDSCAPE & SITE LIGHTING PLAN
3	SITE DETAILS
4	EXISTING SURVEY
5	FLOOR PLANS
6	BUILDING ELEVATIONS

LEGAL DESCRIPTION: LOTS 82 & 83 OF HUNTERS ADDITION TO THE VILLAGE OF YPSILANTI, WASHTENAW COUNTY, MI AS RECORDED IN THE PLAT THEREOF, RECORDED IN LIBER 2, P. 166-167 OF WASHTENAW COUNTY RECORDS

PROPERTY OWNER: ALI WAHAB (313) 523-1806
NEXT GENERATION LAND HOLDINGS, LLC
836 N. ELIZABETH ST
DEARBORN, MI 48128

PROJECT DESCRIPTION: NEW CURBS, PAVEMENT, STRIPING, DRAINAGE SYSTEM, AND LANDSCAPING. THE EXISTING BUILDINGS WILL REMAIN, EXCEPT FOR THE REMOVAL OF THE WOODEN SHED ON THE EAST SIDE OF THE GARAGE. FOUR BUILDING-MOUNTED LIGHTS WILL BE INSTALLED OR MAINTAINED. THE EXISTING 6FT CHAIN-LINK FENCE WILL REMAIN.

GENERAL SITE PLAN NOTES

1. A SPECIAL USE PERMIT IS REQUIRED FOR THIS SITE TO OPERATE AS AN "AUTO REPAIR SERVICE STATION ORO AUTOMOBILE REPAIR GARAGE STANDING ALONE, OR IN COMBINATION WITH AN AUTOMOBILE SALES OUTLET".

1. NO OUTDOOR STORAGE AREAS ARE PROPOSED, EXCEPT FOR STORAGE OF SALES VEHICLES. NO ABOVE OR BELOW GROUND STORAGE IS PROPOSED FOR ANY CHEMICALS, SALTS, FLAMMABLE MATERIALS, OR HAZARDOUS MATERIALS. NO CONTAINMENT STRUCTURES OR CLEAR ZONES ARE PROPOSED, OR REQUIRED.

2. ALL PROPOSED SITE CONSTRUCTION WILL OCCUR AT ONE TIME.

3. NO UTILITY WORK IS PROPOSED ON THIS SITE, EXCEPT FOR STORM DRAINAGE OF THE PARKING LOT.

4. THE BUILDING HEIGHT OR THE OFFICE IS IS 20'-8". THE BUILDING HEIGHT OF THE GARAGE IS 20'-0" (MIDPOINT OF HIGHEST SLOPED ROOF.)

5. NO WATER OR SEWER WORK IS PROPOSED.

PARKING REQUIREMENTS

VEHICLES FOR SALE		5
CAR SALES OFFICE		13
1 PER 200SF OF USEABLE SALES OFFICE 429 SF (3 OFFICES) / 200= 2.14 SPACES	2.1	
1 FOR EVERY 500 SF OF OUTDOOR SALES AREA. 5 PARKING SPACES = 900SF/ 500 =	1.8	
1.8 SPACES		
1 FOR EVERY SERVICE BAY	3	
1 FOR EVERY EMPLOYEE (3 OFFICES, MAX 3 EMPLOYEES)	6	
TOTAL PARKING REQUIRED		18
PARKING PROPOSED		17

KEYED SITE PLAN NOTES

1. NEW 6" CURB
2. NEW CATCH BASIN WITH OIL-WATER SEPARATOR
3. EXISTING 6FT HIGH CHAIN-LINK FENCE TO BE REMOVED. NEW 6FT HIGH WOOD SLAT FENCE TO BE INSTALLED 9FT BEHIND FRONT PROPERTY LINE. 6FT FENCE TO BE INSTALLED, SIDE DIRECTLY ON SIDE & REAR PROPERTY LINES. FENCES SHALL BE MIN 80% OPAQUE, AND PAINTED
4. EXISTING CONCRETE TO REMAIN
5. PROPOSED 4" CONCRETE WALK
6. NEW ASPHALT PAVING
7. NEW BIKE LOOK BOLTED TO CONCRETE
8. NEW 6" THICK DRIVEWAY APPROACH
9. REMOVE EXISTING WOOD SHED. CONCRETE PAVEMENT WILL REMAIN.
10. CONCRETE WHEEL STOP

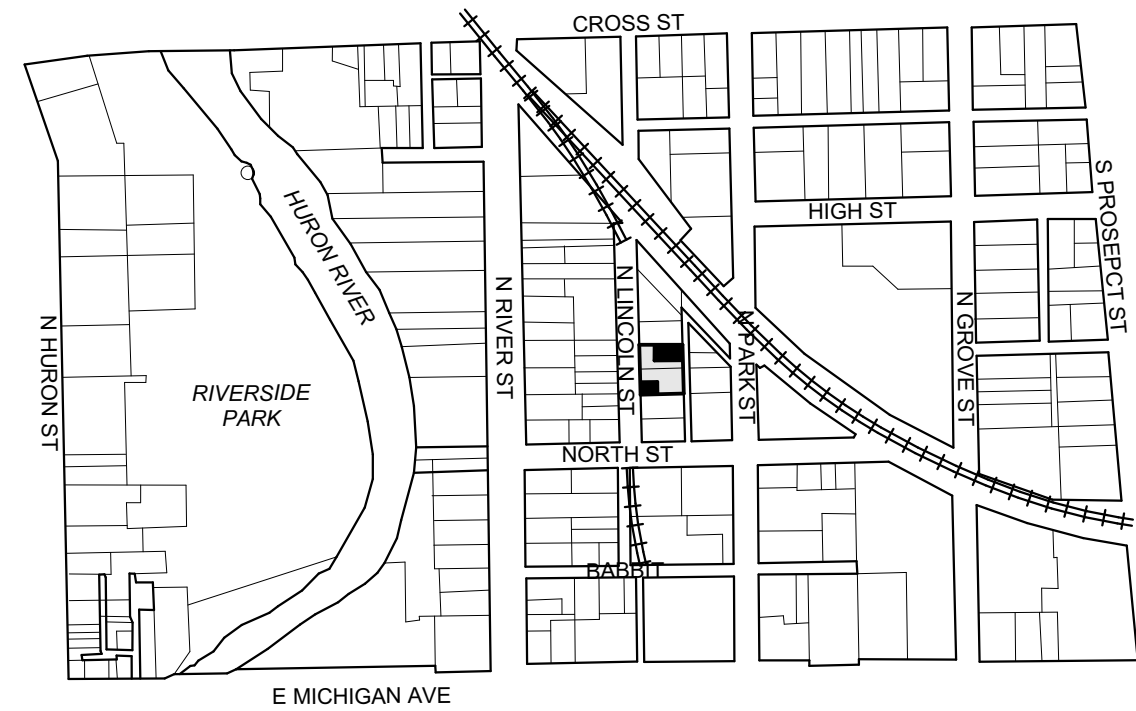
AREAS WITHIN PROPERTY LINES	EXISTING	CHANGE	PROPOSED
IMPERVIOUS AREAS	5,079 SF	-7,221 SF	12,300 SF
BUILDING AREA	3,281 SF	+14 SF**	3,295 SF
ASPHALT	0 SF	+6,896 SF	6,896 SF
FLAT CONCRETE	1,798 SF	+117 SF	1,915 SF
CURBS	0 SF	+195 SF	195 SF
PERVIOUS AREAS	10,346 SF	-7,221 SF	3,125 SF
GRAVEL*	4,759 SF ±	-4,759 SF ±	0 SF
LANDSCAPE/ GRASS*	5,587 SF ±	-2,462 SF ±	3,125 SF
SITE AREA	14,425 SF/ .35 ACRES		14,425 SF/ .35 ACRES

* AREA IS APPROXIMATE SINCE EX. GRAVEL IS OVERGROWN WITH GRASS

** DUMPSTER ENCLOSURE

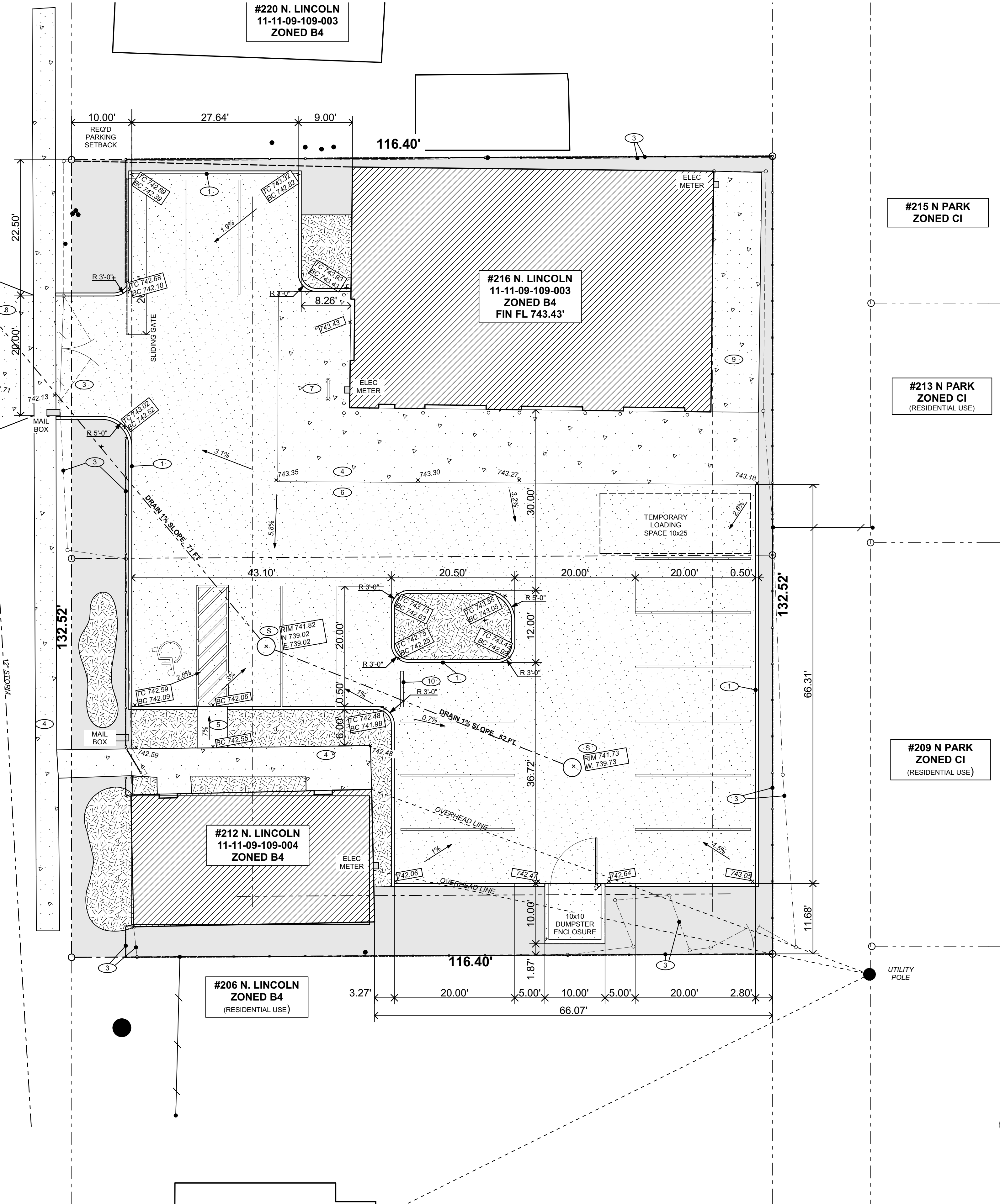
PROJECT MATERIAL QUANTITIES

NEW CURBS- 397 LF, 198 SF
FLAT CONCRETE (WALK, DUMPSTER, DRIVE APPROACH) = 2,091 SF
ASPHALT- 6,947 SF
EX. FENCE = 502 LF, 3,012 SF @ 6FT HIGH



N. LINCOLN ST
66FT WIDE

6" WATER MAIN



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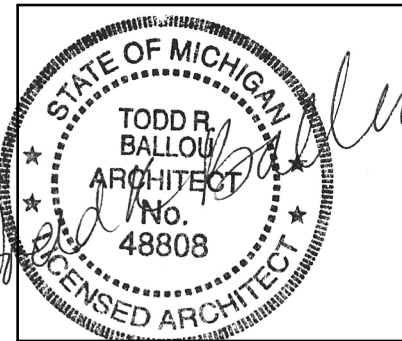
REVISION 11 NOV 2013
SITE PLAN REVIEW 17 SEP 2013
REVIEW 13 SEP 2013
SITE CONCEPT 5 SEP 2013

focus / design
Todd Ballou, Registered Architect
(734) 276-2110
www.focusdesign.us
focusdesign@comcast.net
3300 Berry Rd, Ypsilanti, MI 48198

PROJECT:
212 & 216 LINCOLN
212 & 216 LINCOLN ST
YPSILANTI, MI

TITLE: **SITE PLAN**

JOB NO:
1325



SHEET NO.

1



PROXIMITY MAP

1" = 500'



SITE PLAN

1" = 10'



3 / PERRE
2 Scale 1/8" = 1' - 0"



2 Scale 1/8" = 1' - 0"



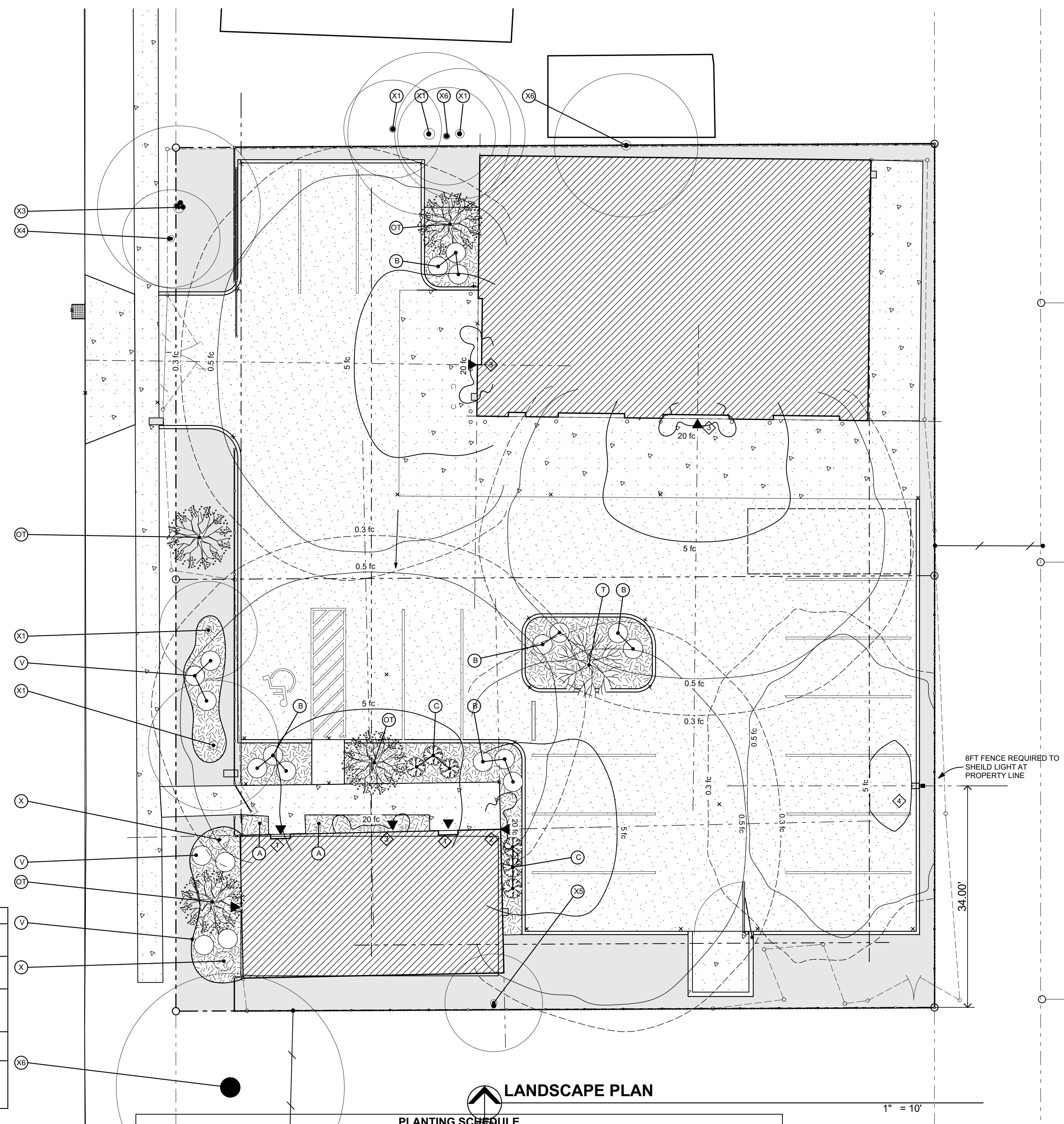
8 Not to Scale



8 Not to Scale

		TREES	SHRUBS
122-704	OFF STREET PARKING REQUIRES 1 TREE FOR EVERY 8 PARKING SPACES 17 SPACES/ 8 = 2.1 TREES	2	
122-704	SCREENING IS REQUIRED TO SHIELD PARKING FROM LINCOLN ST. PROPOSE NEW OPAQUE FENCE WITH PLANTINGS		--
122-706	LANDSCAPING PLANTING FOR STREET & PARKING LOT FACADES: 1 ORN. TREE + 6 SHRUBS PER 30 FT OFFICE BUILDING - 61FT/30 = 2 TREES, 12 SHRUBS GARAGE: 100FT/30 = 3.3 TREES, 20 SHRUBS	5	32
122-706	FRONT GREENBELT ALONG CATHERINE ST NOT REQUIRED IN B-4 DISTRICT	--	
122-707	10% SITE LANDSCAPING IS REQUIRED. THE SITE IS 15,245 SF. REQUIRING 1,525 SF OF LANDSCAPED AREA. THE SHADED LANDSCAPED AREAS TOTAL 3,125 SF, OR 20.4% OF THE SITE		

ID	FIXTURE	MOUNTING HEIGHT
1	EXISTING COMPACT FLUORESCENT FIXTURE (LAMP TO BE REPLACED WITH 13W LAMP)	8 FT
2	WP3C, CUT-OFF WALL PACK WITH 200 WATT METAL HALIDE LAMP, MOUNTED 10FT HIGH	11 FT
3	WP3C, CUT-OFF WALL PACK WITH 200 WATT METAL HALIDE LAMP, MOUNTED 13FT HIGH	13 FT
4	AJH1 AREA LIGHT BY RAB LIGHTING WITH 100W METAL HALIDE MOUNTED TO 8FT HIGH POLE AND TILTED 45 DEG	8 FT



PLANTING SCHEDULE					
ID	COMMON NAME	FORMAL NAME	LOCATION/ TYPE	MIN SIZE	QTY
A	VARIOUS ANNUALS		DECORATIVE FLOWERS	--	1
B	CRISP LEAF SPIREA	SPIRAEA X BUMALDA 'CRISPA'	FOUNDATION SHRUBS	18-24"	13
C	DWARF DENSE YEW	TAXUS X MEDIA DENSIFORMIS	FOUNDATION SHRUBS	18-24"	6
NORTH A					30
OT	FLOWERING DOGWOOD	CORNUS FLORIDA	ORNAMENTAL FOUNDATION TREE	1.75" CALIPER	4
T	LITTLELEAF LINDEN	TILIA CODATA	FOUNDATION TREES	2.5" CALIPER	1
V	NEW BURNING BUSH	EUONYMUS ALATUS	FOUNDATION SHRUBS	18-24"	1
X1	EXISTING TREE	EX. POPLAR	NOT ON THIS PROPERTY		7
X2	EX. SUGAR MAPLE	ACER SACCHARUM	EX. PARKING LOT TREES		2
X3	EX. AMERICAN HORNBEAM	CARPINUS CAROLINIANA	EX. PARKING LOT TREES		1
X4	EX. GREEN ASH	FRAXINUS PENNSYLVANICA	EX. PARKING LOT TREES		1
X5	EXISTING TREE	UNIDENTIFIED DECIDUOUS TREE	EX. PARKING LOT TREES		1
X6	EXISTING TREE	UNIDENTIFIED DECIDUOUS TREE	NOT ON THIS PROPERTY		1
X7	EX. 36" SUGAR MAPLE	ACER SACCHARUM	NOT ON THIS PROPERTY		2
X8	EXISTING BURNING BUSH	EUONYMUS ALATUS	FOUNDATION SHRUBS	EXISTING	2

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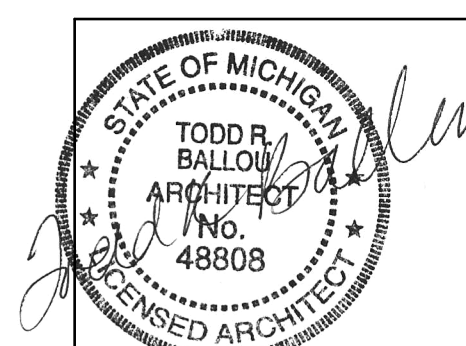
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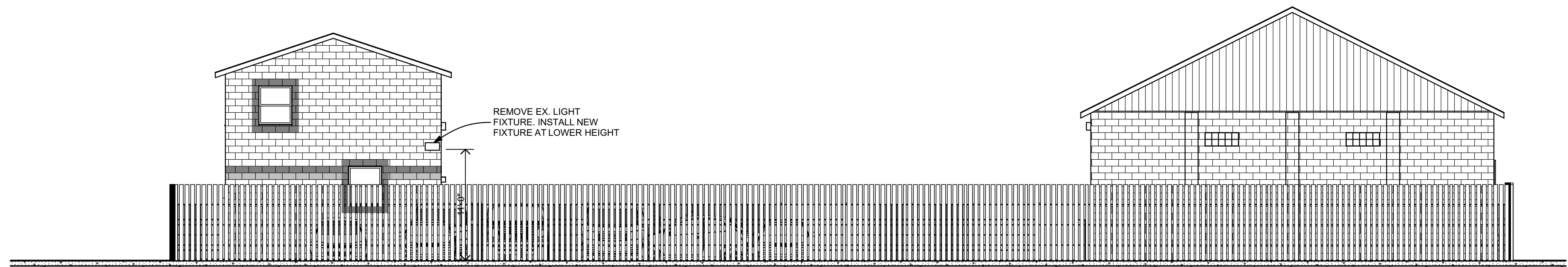
TITLE: LANDSCAPE PLAN

JOB NO:
1325



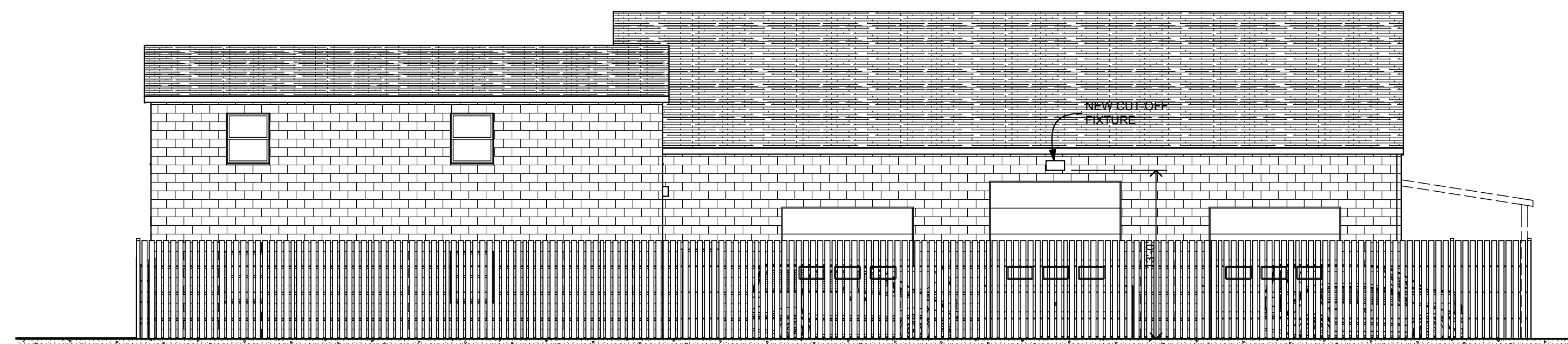
SHEET NO.

2



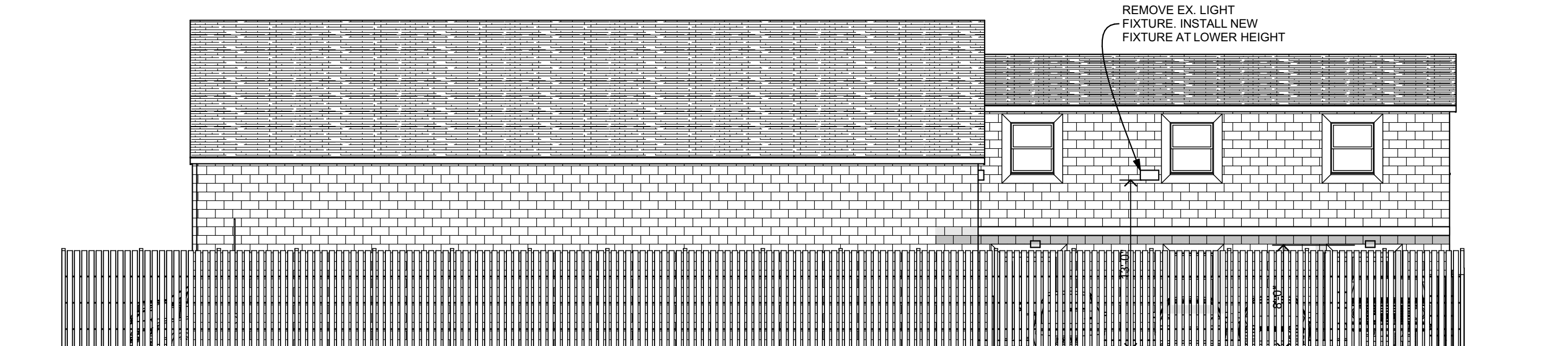
2
6 REAR ELEVATION

1/8" = 1'-0"



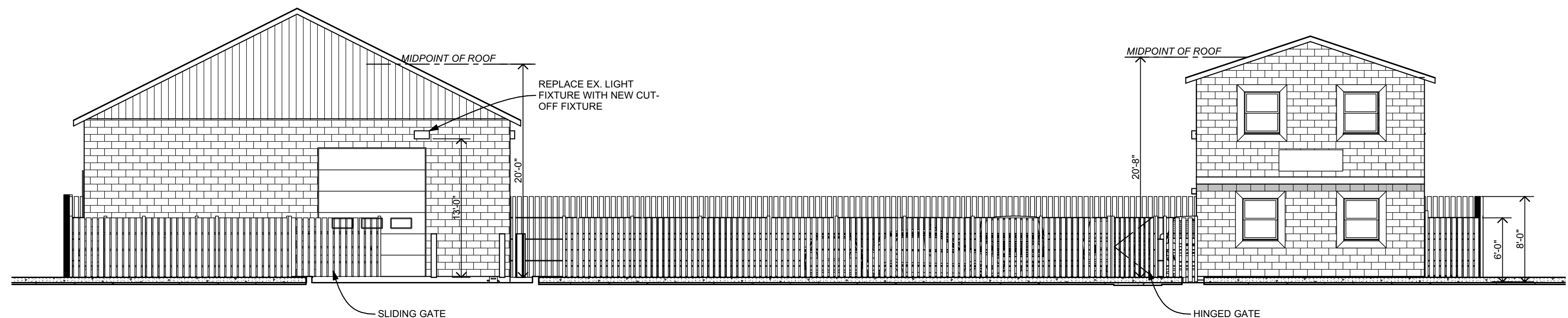
4
6 RIGHT ELEVATION

1/8" = 1'-0"



1
6 LEFT ELEVATION

1/8" = 1'-0"



3
6 FRONT ELEVATION

1/8" = 1'-0"

Ypsilanti Non-Motorized Advisory Committee Meeting Minutes
Thursday, October 10, 2013

1. Call to order – The meeting, held at the Ypsilanti District Library, 229 West Michigan Avenue, Thursday, October 10, 2013, was brought to order at 6:17pm. Committee members present were Bob Krzewinski, Laura Shiltz, and Cheryl Weber. City Councilman Pete Murdock also attended.
2. Introductions
 - a. Audience participation/public Input – None.
3. General business
 - a. Agenda approval - A motion was made by Cheryl Weber, seconded by Bob Krzewinski, to accept the October agenda, with no objections.
 - b. Approval of September meeting minutes - A motion was made by Cheryl Weber, seconded by Bob Krzewinski, to accept the September minutes, with no objections.
4. Old business
 - a. 2013 Committee priorities
 - Sidewalk completion/improvements – Bob Krzewinski will meet with City Planning Department staff on this issue.
 - I-94/Huron non-motorized user crossing – The Washtenaw Area Transportation Study is planning to have another meeting on this project in the near future with Laura Shiltz interested in attending.
 - Downtown bike routes-signage-maps – The Washtenaw County Parks and Recreation Commission will hold a meeting to review the bicycle maps they produce (such as the Ypsilanti Border To Border Trail map) on October 25 with Bob Krzewinski attending. Also, the City Public Services Department has ordered bicycle symbol signs to be placed below “share the road” signs already in place.
 - Additional bike parking hoop locations & bike corrals – Actively being worked on by the Ypsilanti DDA with expanded bike corrals (multiple clustered bike racks) being planned for Depot Town, AAATA Transit Center and downtown Ypsilanti. Also, Sweetwaters on West Cross Street is interested in installing their own bike racks.
 - Border To Border Trail Ypsilanti completion – No new updates.
 - Bike Friendly Community application – No new updates.
 - b. Ypsi bike-friendly businesses – Bob Krzewinski will meet with Kevin Hill on this matter October 18th.
 - c. Additional bike lane locations – No new updates.
 - d. 2014 priorities – A list of potential projects was discussed. Bob Krzewinski will reformulate the list of potential projects and gather further input for the November meeting.
 - e. Committee project “helpers” – Bob Krzewinski will do outreach to find volunteers for Committee projects.
 - f. Committee events – The Committee will have a table with “safe trick or treating” handouts, candy and AAATA promotional items on Friday, October 25th from 5pm to 6:30pm downtown. Bob Krzewinski will give a cold weather cycling talk at the downtown Library, Saturday, November 2nd at 2pm.
 - g. Other – Laura Shiltz will attend a Washtenaw Bicycling and Walking Coalition cycling/walking group outreach meeting on Sunday, October 13th.
5. New Business
 - a. Planning Department update – Teresa Gillotti of the Planning Department was unable to attend the October Non-Motorized Advisory Committee meeting due to City Master Plan obligations but will plan on attending the November Committee meeting.
 - b. Other – The terms of Committee members Adam Gainsley, Kevin Hill, Laura Shiltz and Rod Johnson end in January 2014. Bob Krzewinski will enquire about reappointments and new members to the Committee. Pete Murdock stated the City is looking into a federal Transportation Alternatives Program (TAP) grant for City non-motorized projects.
6. Other Items – Announcements – None.
7. Adjournment – A motion was made by Laura Shiltz, seconded by Cheryl Weber, to adjourn the meeting. With no objections, the meeting was adjourned at 6:55pm. The next Non-Motorized Advisory Committee meeting will be Thursday, November 7, 7pm at the downtown Ypsilanti District Library.

Ypsilanti Non-Motorized Advisory Committee Meeting
Meeting Minutes - Thursday, November 7, 2013, 7pm

1. Call to order – The meeting was brought to order on November 7, 2013, 7:05pm, at the Ypsilanti District Library, 229 West Michigan Avenue. Committee members present were Bob Krzewinski and Cheryl Weber. City Planner Teresa Gillotti and City Councilman Pete Murdock also attended.
2. Introductions
 - a. Audience participation/public Input – Meeting guests shared in introductions.
3. General business
 - a. Agenda approval - A motion was made by Cheryl Weber, seconded by Bob Krzewinski, to accept the November, with no objections.
 - b. Approval of October meeting minutes - A motion was made by Cheryl Weber, seconded by Bob Krzewinski, to accept the October minutes, with no objections.
 - c. Committee members – new members & reappointments – It was noted that at the end of December 2013 the terms of Committee members Adam Gainsley, Kevin Hill, Rod Johnson and Laura Shiltz will expire. Bob Krzewinski will inquire about their willingness to continue serving as well as soliciting new members. Recommendations for appointments will be sent to the City Planning Commission after the December Committee meeting.
4. Old business
 - a. 2013 Committee priorities
 - Sidewalk completion/improvements – A discussion of the top priorities for sidewalks was held with the top choices being the gaps on the north side of Washtenaw Avenue (Eastern Michigan University to Hewitt Road), North Huron Street (Jarvis Street to Leforge Road), Catherine Street (east of Huron Street) and the Spring Street-Chidester Place area. Final recommendations will be formulated at the December meeting for forwarding on to the Planning Commission/Department.
 - I-94/Huron non-motorized crossing – Teresa Gillotti gave an update on the meetings on this future project indicating in 2014 there will be a number of public input sessions.
 - Downtown bike routes-signage-maps – Bob Krzewinski gave a report on a recent meeting at the Washtenaw County Parks and Recreation Commission offices where plans were made for a series of new County bicycle maps. These maps will have a County-wide map on one side and on the flip side will have one of three specific-area bike maps (Ann Arbor, eastern Washtenaw County or Dexter/Chelsea). Tentative plans are to have the new maps ready for printing in the late summer of 2014. Also discussed for the December meeting was to come up with a top-five list of where additional signage is needed in the City.
 - Additional bike parking hoop locations & bike corrals – Plans are being made by the Downtown Development Authority to purchase and install additional bicycle parking racks in the next few months.
 - Border To Border Trail Ypsilanti completion – With the City Council approving a property easement purchase for the Trail crossing of Michigan Avenue, construction on a permanent Trail segment from Riverside Park to Grove Road is expected in the spring of 2014.
 - Bike/Walk Friendly Community applications – The City is planning on submitting the Walk Friendly application by the end of the year. No update on the Bike Friendly application.
 - b. Ypsi bike-friendly businesses – Bob Krzewinski is continuing to work on this along with Kevin Hill. A suggestion was also made to include the Bike Benefits program in the program.
 - c. Additional bike lane locations – A discussion was held with top recommendations being Forest Avenue (between Prospect Street and Norris Street), Cornell Street (Michigan Avenue south to Collegewood Street), Harriet/Spring/Maus Streets and Cross Street (Owendale Street west to the City limit). Final recommendations will be made at the December Committee meeting for forwarding to the Planning Commission/Department.
 - d. 2014 priorities – A discussion was held on possible 2014 Committee priorities with top choices being completion of the Border To Border Trail, a Ypsilanti bike map, additional bike lanes, filling in sidewalk gaps, work on revising/renewing the City Non-Motorized Plan (which has an effective date ending in 2015). Bike/Walk Friendly Community applications and Bike Friendly businesses. Final decisions on 2014 priorities will be made at the December meeting.
 - e. Committee project “helpers” - Bob Krzewinski will do outreach to find volunteers for Committee projects.
 - f. Committee events – The annual Halloween downtown program on October 25 went well with Committee members passing out donated candy and giving out “safe trick-or-treating”

coloring/puzzle pages. The November 2nd cold weather cycling talk held in cooperation with the downtown library was very well attended.

- g. Other – Eastern Michigan University is starting student walking tours to introduce individuals to the community. Also, some complaints are coming in about the conversion of a western portion of Michigan Avenue from four lanes to two lanes (with a center turn lane and bike lanes). The Committee will draft a letter to the Planning Commission supporting this conversion.
5. New Business
- a. Planning Department update – Update was given during the course of the meeting by Teresa Gillotti.
 - b. Other – It appears that the bike sharing (rental) program set up by Stuart Beal has been taken down. Teresa Gillotti will check if this is temporary. Also, the AATA is holding a series of local input sessions.
6. Other Items – Announcements - None
7. Adjournment – A motion was made by Bob Krzewinski, seconded by Cheryl Weber, to adjourn the meeting. With no objections, the meeting was adjourned at 8:20pm. The next Non-Motorized Advisory Committee meeting date will be announced.