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

I. CALL TO ORDER

The meeting was called to order at 7:06 p.m.

II. ROLL CALL

Present: R Johnson, B. Lenart, G. Clark, M. Bullard, R. Murphy, P. Hollifield, C. Zuellig

Absent: K. Weger (excused) D. Lautenbach (excused)

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

III. APPROVAL OF MINUTES – December 19, 2012

Commissioner Murphy moved to approve the minutes of December 19, 2012 (Support: P. Hollifield) and the motion carried unanimously.

IV. AUDIENCE PARTICIPATION

None

V. PUBLIC HEARING ITEMS & PRESENTATIONS

517-521 Tyler – Rezoning Request

Ms. Wessler stated that this site is approximately 4.3 acres near S. Grove. The property currently has three different zoning designations, M2, PL and B2. The applicant is requesting rezoning to M2 for the full property to unify the zoning. The Master Plan use for this area is M1 light industrial/high technology and B2 for the area that is adjacent to S. Prospect. She gave some history on the site; in mid-1990, the entire block was rezoned to the current divided category of zoning from general manufacturing when they re-did the zoning code. It is staff's current belief that the maps that were available to planners at the time were not particularly accurate and although the planners did intend to follow the existing lot lines when they rezoned the area, they were unable to do so and that is why the lot line is split between M2, B2 and PL. Staff is suggesting that the portion of the site that is currently zoned PL be rezoned to M2, the portion that is currently M2 remain M2 and the portion that is currently zoned B2 remain B2.

Commissioner Johnson asked about the use of the property and Ms. Wessler responded that there is no change of use proposed.

Commissioner Bullard moved to open the public portion of the hearing (Support: G. Clark) and the motion carried unanimously.

John George, representative for Pagoda Management Company – was in attendance to respond to any questions on this request. He stated that they would like to have all of this property rezoned to M2. They are trying to refinance and the banks prefer all one zoning.

Commissioner Johnson stated that it is staff's opinion that it would not be appropriate to rezone the B2 property but is suggesting that all of the other property be rezoned to M2, which is consistent with the bulk of the property. The B2 does not fit into a M2 category and he is inclined to accept staff's findings.

Commissioner Murphy asked the width of the driveway section and the applicant responded that it was 50 ft x170 ft and 10 ft grade change down to Prospect.

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

After a number of comments on past rezoning and questions to staff on conformity with the Master Plan and other concerns, Commissioner Murphy moved that the Planning Commission recommend to City Council approval of the request for rezoning for 519-521 Tyler with the following findings:

1. The proposed zoning of the site is consistent with existing and planned surrounding zoning districts and land uses.
2. Utilities and services as they exist are adequate for the self-storage and accessory uses.
3. The proposed boundary for the rezoning is appropriate, based on the existing character of the site.
4. The rezoning will not result in an unplanned and isolated spot-zone.
5. The adjacent M2 General Manufacturing designation is the most appropriate for this property.
6. This excludes the portion of the property that fronts on S. Prospect the dimensions of which are 50' x 170', east to west
7. The rezoning is consistent with the apparent legislative intent of the 1994 Master Plan zoning of the property.

The motion was supported Commissioner Zuellig. A roll call vote was taken and carried with a vote of 6:1. Commissioner Lenart opposed.

VI. OLD BUSINESS

1. Water Street Update

Ms. Gillotti gave an update on the Water Street property adding that the Family Dollar proposal will likely be coming to City Council for a public hearing March 3rd. We will have a revised concept plan at that time and she explained the changes included.

The Recreation Center is moving along. The Washtenaw County Parks is in dialog with YMCA to set up an agreement to have them operate the facility. Staff expects to move to a development agreement in April/May.

2. Master Plan Process Update

Ms. Gillotti stated that the Master Plan Steering Committee had its first meeting in December with a few members and plans to have a complete group meeting in January. List of committee members were included in package. She asked that the Planning Commission formally approve the membership of the Steering Committee. There are still a few slots left so looking for more members. Commissioner Hollifield has agreed to fill in for Commissioner Lenart who had to drop out.

Commissioner Lenart moved to approve the Steering Committee (Support: G. Clark) and the motion carried unanimously.

Ms. Gillotti reviewed the schedule for the charette workshops requesting that commissioners save the dates on their calendars.

VII. NEW BUSINESS

1. 715 Norris: Bay Logistics

Commissioner Clark moved to remove this item from the table (Support: B. Lenart) and the motion carried unanimously.

Ms. Gillotti stated that she had met with the applicant to review the conditions that were applied at the last meeting. The applicant is asking to approve the entire use of the building for distribution and outdoor storage. She reviewed the changes; where outdoor storage will be located and addition of fire lanes and location of fire hydrant per the Fire Department guidelines. She responded to a previous concern on the height of the racks and pictures were included in the packets. There is an addition on the landscaping page to show percentage of coverage on the site but there is no traditional foundational landscaping. The applicant is planning on some trees on the street in lieu of foundation planting on Norris and Forest Streets, which was indicated on the site plan. There will be no dumpster on the site, the parking has been slightly modified and drainage buffers have been added to the site plan. There is a conservation easement on the west side of the site – 50’ from property line. Staff has discussed this with the applicant’s attorney and does not foresee any concerns.

Mark Pasco, Stantec representative for the company, was in attendance to respond to questions. He was accompanied by Kurt Cuncannan, Vice President and Officer of the company, and Patrick Dueke, Attorney. Mr. Cuncannan stated that Ms. Gillotti had been very helpful since the last meeting, and that Bay Logistics is very dedicated to making all the changes necessary. He added that the intent of the storage is temporary and they plan to store the racks in the permanent conservation easement. They do not plan any pavement removal.

Commissioner Lenart asked for some information on the racks since he was not in attendance at the last meeting. Specifically, were they impacted in any way with any petroleum products? Mr. Cuncannan responded that this is a part of a changeover with General Motors and that all of the racks will be new. There will no oil involved and also these racks will not come back to Ypsilanti. Commissioner Murphy asked the maximum amount of parking they anticipate at one time and Mr. Cuncannan responded that they anticipate no more than 8 vehicles. He continued by adding that this is proposed to be a long-term venture and they have made several improvements; new overhead doors, painting of inside building, and IT upgrades. Commissioner Johnson was concerned about the barbed wire and Mr. Cuncannan agreed that they are willing to limit it to along N. River and would remove it along Norris and Forest. Several other concerns were raised by board members including the repair of some sidewalks where needed, conservation easement, clean-up of litter along the River Street side of the property. Further discussion was held on off-street parking requirements. Ms. Gillotti stated that outdoor storage does trigger the site plan review and parking requirements as well as full use of the building.

After further discussion, Commissioner Lenart moved to approve the site plan for 715 Norris for warehousing and distribution as well as outdoor storage with the following findings, waivers, and conditions:

<u>Findings:</u>

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

<u>Waivers</u>:

1. Waive foundation landscaping requirements and parking lot screening requirements due to existing conditions and the addition of six street trees on Norris and a minimum of four street trees on the Forest Street frontage.
2. Waive 20% reduction in the required parking, due to site dimensional constraints.
3. Waiver for in-ground irrigation.

<u>Conditions</u>:

1. Applicant to remove note on cover sheet that submission is for “housekeeping” replacing it with “coming into compliance.”
2. Applicant to not locate any outdoor storage in street side yard.
3. Applicant to note any signage on site, obtains related permits, and removes signage in corner clearance zone.
4. Edit cover sheet indicating interior use as warehousing and distribution.

5. Edit sheet C-102 #5 under storage indicating that interior use will be warehousing and distribution, rather than indoor storage of temporary racks.
6. Repair inoperative hydrant on Forest Avenue frontage.
7. Mow the parking lot.
8. Ensuring all sidewalks adjacent to the plant area is repaired in accordance with city standards.
9. With appropriate direction to staff that a conservation easement along the river be executed that provides long-term benefits both from ecological watershed protection and potential public access to the river.
10. Removal of barbed wire along the Forest, Norris and River Street as previously stated and agreed by the applicant.

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

2. Annual Report

Ms. Gillotti noted that the Planning Commission of the City of Ypsilanti is governed by the Michigan Planning Enabling Act, State of Michigan Public Act 33 of 2008 and by the City of Ypsilanti's Zoning Ordinance. Under this act, the Commission must provide an annual report to City Council. Ms. Gillotti added that the board met monthly during 2012 except for January, April and August. She discussed the various comparisons in the last few years on the number of site plans, etc. that the Planning Commission has been working on and issues that staff would like to pursue, i.e. Capital Improvement. One board member also suggested Re-imagine Washtenaw as another issue to consider. Commissioner Murphy moved to approve the 2013 Annual Report to City Council (Support: G. Clark) and the motion carried unanimously.

VIII. COMMITTEE REPORTS

- Non-motorized (Murphy, Johnson)

  Copy of the minutes for January was included in packets. Commissioner Murphy moved to approve the bylaws for the Non-motorized Committee and naming of a Chairperson (Support: C. Zuellig) and the motion carried unanimously.
- Ordinance Committee (none)

IX. FUTURE BUSINESS DISCUSSION/UPDATES

Railroad Street
OHM Presentation

X. ADJOURNMENT

Since there was no further business, Commissioner Clark moved to adjourn the meeting (Support: R. Murphy) and the motion carried unanimously. The meeting adjourned at 8:47 p.m.