PLANNING COMMISSION
MEETING MINUTES
February 19, 2014
CITY COUNCIL CHAMBER
7:00 P.M.

I. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

II. ROLL CALL

Present: R. Johnson, G. Clark, B. Lenart, M. Bullard, C. Zuellig, P. Hollifield, H. Jugenitz, A. Bedogne

Absent: R. Murphy (excused)

Staff: Teresa Gillotti, Community Development Director
Bonnie Wessler, Planner I
Nan Schuette, Executive Secretary

Commissioner Clark moved to amend the agenda reversing items VI and VII (Support: P. Hollifield) and the motion carried unanimously.

III. APPROVAL OF MINUTES – January 15, 2014

Commissioner Clark moved to approve the minutes of January 15, 2014 (Support: A. Bedogne) and the motion carried unanimously.

IV. AUDIENCE PARTICIPATION

None

V. PUBLIC HEARING ITEMS

None

VI. NEW BUSINESS

1. 1715 Washtenaw – Ypsilanti Urgent Care

Ms. Wessler presented the staff report noting that this is a request for site plan approval for an existing 2,000 square foot building with an eight space parking lot on the corner of Marion and Washtenaw. It is a very small site and has had many uses in the past. The applicant is proposing a change of use from business offices to a medical clinic. The property is zoned B1 Neighborhood Business, which allows medical clinics as a permitted use. In her report, Ms. Wessler incorrectly stated that the parking was adequate. Unfortunately, the maneuvering lane in front is only 10' wide and our zoning code requires substantially larger than that, minimum 22'. There are also some issues with the retaining wall, parking in front, and the visibility triangle. Staff is recommending tabling this item in order to give the owner an opportunity to look at the parking arrangement as well some grading issues.

Several board members asked for clarification on some substantive issues, which were provided by Ms. Wessler and also asked Ms. Wessler to get clarification from the owner on the retaining wall. Also in question was where the property line is now and where it is in relationship to the proposed Washtenaw Avenue recommendations on ROW.

Moe Wilcox – owner – does not understand why there is a need for all the changes since the property in question is pre-existing. It has been used for a medical facility in the past. Chairman Johnson explained that while it had been used in the past for a medical facility, since that time, the use had changed to office and he is now asking that the use be changed again, which requires updates.

After further discussion, Commissioner Lenart moved to table the site plan application for 1715 Washtenaw pending a resolution on the issues identified including the visibility triangle, improvements in the ROW and parking (Support: H. Jugenitz) and the motion carried unanimously.

VII. OLD BUSINESS

1. Zoning Ordinance Presentation: Form-based Code & Building Types

Presentation was made by Ms. Gillotti who stated that we are now drafting a zoning ordinance that will protect all the positive characteristics of the city, using information that was discussed during the Master Plan process. In the Zoning Ordinance, there will be two types of district – Use Based and hybrid use/form-based. She reviewed the proposed zoning plan, noting which districts were to be hybrid use/form districts, generally those more commercial in nature; and the use-based districts, such as the single-family district. Included in the presentation were draft dimensional standards for residential structure types, such as single-family cottages, houses, and estates; multifamily dwellings and dwelling types; and information that will pertain to both multi-family and single-family residences, such as porches, stoops, and other appurtenant structures that face the street.

The consensus from the commission members was that taff should try to have information accessible for the public with explanations in more laymen terms in order to have a better

understanding of form based codes. Ms. Gillotti asked that the board members get back to her within the next two weeks with comments, suggestions, etc.

2. Water Street Update

Ms. Gillotti stated that there will be a work session with city council which will be open to the public to be held on Tuesday, February 25th at 7:00 p.m. to discuss the Water Street Flats proposal. Several council members have been on a road trip to visit some other properties owned by Herman and Kittle and Ms. Gillotti is planning to visit Indianapolis with Police Chief DeGiusti and Building Supervisor, Frank Daniels, on Friday, February 21st. They had originally planned for 76 units but have now increased to 90 units; it will be multi-family housing, and will be a four storey brick/siding product. She reviewed the layout stating that the complex will be L-shaped fronting on River Street. Staff is asking for more architectural details – types of windows, etc.

A public meeting will be held on March 4th to present a purchase agreement for the Water Street Flats; the East Side Recreation Center and the OPRA for the Thompson Block. Ms. Gillotti added that the idea is to have more opportunity for feedback; discuss affordable housing and what that means; taxable value, and what this development would bring to the city. Hopefully this will help the public and council members have a better understanding and also to answer as many questions as possible that anyone may have.

VIII. COMMITTEE REPORTS

- Non-Motorized Committee
  Ms. Wessler stated that included in the packet were meeting minutes of the December, January and February meetings as well as the Annual Report listing all of the many issues that were discussed, recommended and completed, i.e. new County bicycle maps, exploration of non-motorized improvements to the University campus, I-94 & Huron Street Crossing, etc. as well as actions they would like to take in the coming year. Also included were letters with recommendations on Cross Street pedestrian Safety, West Michigan Avenue and Prospect Avenue Reconstruction.

- Annual Report Committee
  Commissioner Lenart moved to approve the annual report (Support: P. Hollifield) and the motion carried unanimously.

VII. FUTURE BUSINESS DISCUSSION/UPDATES

301 S Hamilton – Baptist Church
Updated Site Plans – 1715 Washtenaw

VIII. ADJOURNMENT

Since there was no further business, Commissioner Lenart moved to adjourn the meeting (Support: P. Hollifield) and the motion carried unanimously. The meeting adjourned at 9:50 p.m.