

**PLANNING COMMISSION
MEETING MINUTES
March 19, 2014
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, G. Clark, P. Hollifield, H. Jugenitz, A. Bedogne

Absent: R. Murphy (excused) C. Zuellig (excused) B. Lenart (excused)
M. Bullard (excused)

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

III. APPROVAL OF MINUTES – February 19, 2014

Commissioner Hollifield moved to approve the minutes of February 19, 2014 (Support: H. Jugenitz) and the motion carried unanimously.

IV. AUDIENCE PARTICIPATION

None

V. PUBLIC HEARING ITEMS

1. 301 S. Hamilton

Ms. Wessler stated that this is a request for a special use permit/site plan for a church expansion. The parcel is slightly more than two acres in size, fronting on South Hamilton Street. There is an existing church building, clergy house and 500 sq. ft shed on the property as well as a 123 space parking lot. The applicant is proposing to add a 395 sq. ft expansion on

the northwest corner of the church building for accessible restrooms. They went before the Zoning Board of Appeals earlier this year and received a variance. The majority of the site remains unchanged. Staff is recommending some landscaping changes to help integrate the site into the community as well as one waiver for in-ground irrigation and some engineering conditions. Staff is recommending approval of both the special use permit and site plan.

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

Bill Meier of MEIER Architects was in attendance to represent the church. He added that the purpose of the addition has one objective, which is to provide a barrier-free bathroom in the sanctuary to assist the elderly members of the church since the other available bathroom requires going down steps, which some of them are unable to do. They have explored every way possible to design this differently but came to the conclusion that this was the most viable way to get the addition to work.

The church is requesting to waive as many of the conditions as possible in order to make this project work economically.

Chairman Johnson suggested that Mr. Meier go through the 14 conditions one-by-one. Mr. Meier added that he did not have a problem with the first seven conditions. The following seven conditions (8-14) were reviewed and discussion on each included comments by Mr. Meier, staff and Planning Commission members on what was possible; some changes that could be made, possible waivers, and other items which were ruled by the ordinance and could not be changed.

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

After further discussion with board members and staff, and agreement with the applicant, Commissioner Bedogne moved that the Planning Commission approve the Special Use Permit expansion for the Second Baptist Church at 301 S. Hamilton with the following finds and conditions:

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

Conditions:

1. Special use approval shall be subject to approval of site plan.
2. Provide street trees along all frontages, spaced appropriately for the conditions, obstacles, and tree species selected. Permits are required from both MDOT and the City.
3. Provide bicycle parking.

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

Commissioner Jugenitz moved that the Planning Commission approve the site plan for the Second Baptist Church at 301 S. Hamilton with the following findings and conditions:

Findings:

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

Waivers:

1. To omit in-ground irrigation as the majority of site landscaping is well established.
2. Waive off-street parking landscaping at south property line with the findings that the benefit is secured by provision of street trees.
3. Waive foundation landscaping to accept as shown along northwest and east side of the building with the finding that the benefits be secured with less than required amount.
4. Waive foundation landscaping to accept fewer trees and fewer shrubs than required with the finding that the public benefit intended to be secured by this section will exist with less than the required landscaping or screening.
5. Waive Sec 122-706 foundation landscaping with the finding that the benefit exists without it.
6. Waive Sec 122-703 for screening between conflicting adjacent land uses on the north and south boundaries with the finding that the existing features and provision of the screening on the east boundary is sufficient.

Conditions:

1. Site plan notes address of site as 308 South Hamilton Street, correct to either 301 S. Hamilton or 308 S. Adams.
2. Provide one additional barrier-free parking space.
3. Applicant to update site plan with any current or proposed ground signs.
4. Review and approval from YCUA will be required.
5. The plans shall clearly show the expected limits of pavement removal of the sidewalk and Catherine Street in plan view.
6. The road replacement cross section shall be a minimum of 5" of 13AHMA on 6" 21AA.
7. The sidewalk around the perimeter of the site shall be inspected for trip hazards. Any identified hazards shall be noted for removal and replacement on the plans. It appears there may be several locations along Buffalo Street that will require replacement.
8. Applicant to submit further detail regarding parking lot and entrance lighting.
9. Applicant will provide screening on the east property line adjacent to the residential properties within a period of two years in accordance with Sec 122-703.
10. Applicant will provide off-street parking screening in the form of two landscaped islands along the Hamilton and Adams frontages.
11. Applicant to provide wheel stops for curbing at the south property line.
12. Staff recommends that the applicant provide increased landscaping at the south of the church building.
13. Applicant will submit a full landscape plan subject to administrative approval.
14. Applicant to provide dumpster enclosure or remove dumpster in accordance with the ordinance.

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

VI. OLD BUSINESS

1. 1715 Washtenaw – Ypsilanti Urgent Care

Applicant withdrew his application

2. Zoning Presentation

Ms. Gillotti stated that we need to make some decisions on uses, form base, etc. and how we are going to be communicating it to the public. She turned the session over to Megan Masson-Minock, Consultant Planner, who has been assisting on the Shape Ypsilanti process.

Megan Masson-Minock stated that she had been asked to assist in discussing the draft zoning ordinance under development and why there is a need for changes to the zoning ordinance. The City of Ypsilanti's current zoning ordinance does not create a policy framework that implements the vision of Ypsilanti as a safe, sustainable, diverse city as agreed upon in the Shape Ypsilanti Master Plan process. She listed many examples, i.e. no requirements for windows and doors to face the street, thereby, creating a safer environment; regulations assume transportation by automobile as the primary means of travel; parking regulations require spaces for cars and loading areas for trucks but not for bicycles and no requirement for pedestrian paths, etc.

The current zoning ordinance is also difficult to use because it is mostly text, with only a few diagrams to explain concepts; waivers often needed for development proposals; regulations are organized by individual zoning district making it more cumbersome having to look in three different places in the codes to know all the regulations and possibilities.

Ms. Masson-Minick went into great detail explaining why the need for a hybrid form-based code. A table was also included giving district-by-district analysis of what is changing. Also included were three reasons for changing the zoning as follows:

- It should be easy to build what fits with the guiding values of Ypsilanti. The current ordinance makes it difficult.
- Where the current ordinance works, keep it. Where it does not, use all available tools including changing regulations by building type.
- The document is hard to use. Changes to make it less complicated will save time and money in the long run.

After a lengthy discussion, with input from both the staff and board members, everyone agreed to have further discussion at the next meeting and most likely in May, be able to begin communicating the changes to the public, making it less complicated to understand and also how it will affect individual properties owners.

3. Water Street Update

Ms. Gillotti gave an update on status of the Water Street properties. Family Dollar hopes to close in a couple of weeks. Staff is scheduling a meeting on the Recreation Center with the hope that we will be able to wrap up the agreement. Staff is meeting with another party regarding residential but are not in a position to discuss further.

VII. NEW BUSINESS

1. Consideration of bylaws alteration related to attendance (first notification)

After some discussion, the board agreed to continue this at the next meeting.

VIII. COMMITTEE REPORTS

Non-Motorized Committee - none
Annual Report Committee – next meeting

VII. FUTURE BUSINESS DISCUSSION/UPDATES

More zoning

VIII. ADJOURNMENT

Since there was no further business, Commissioner Jugenitz moved to adjourn the meeting (Support: A. Bedogne) and the motion carried unanimously. The meeting adjourned at 11:02 p.m.