

**PLANNING COMMISSION
MEETING MINUTES
August 20, 2014 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: C. Zuellig, H. Jugenitz, A. Bedogne, P. Hollifield, N. Sandberg, S. Straley

Absent: R. Johnson (excused)

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

III. APPROVAL OF MINUTES – June 18, 2014

Commissioner Sandberg moved to approve the minutes of June 18, 2014 (Support: P. Hollifield) and the motion carried unanimously.

IV. AUDIENCE PARTICIPATION

None

V. PUBLIC HEARING ITEMS AND PRESENTATIONS

None

VI. OLD BUSINESS

Commissioner Sandberg moved to amend the agenda moving Capital Improvements under “New Business” to “Old Business (Support: H. Jugenitz) and the motion carried unanimously.

1. Capital Improvements Review – Prospect Road

Ms. Gillotti stated that the plans were just received. A representative from Mannik and Smith was in attendance to discuss the project for Ypsilanti Heritage Bridge and River’s Edge Linear. He gave a presentation on the park and trail final designs, which included the plans for the bridge – Part A. He also discussed Part B, which extends from

Michigan Ave south to Grove Street with details of the process and types of materials that would be used for the layout of the path.

Commissioners had minimal comments regarding the amount of traffic as well as concern for safety and lighting on the bridge. Commissioner Straley asked about park hours and if it could be consistent with other parks in the city. Ms. Gillotti responded that it differs in various parks. Commissioner Bedogne asked about the implementation schedule and Ms. Gillotti responded that staff is looking at a tentative date of October for construction start.

Commissioner Straley moved to support the plans as stated with special consideration for future lighting and clarification of hours (Support: H. Jugenitz) and the motion carried unanimously.

2. Request for Extension – Parkridge Homes

Ms. Gillotti stated that last year Ypsilanti Housing Commission submitted two funding proposals to MSHDA for loans and housing tax credits. One was for Parkridge Homes and the second to rehab all other Parkridge properties. They have received funding for the scattered site project and were invited to re-apply in October. They need approval for an extension on the site plan application, which would give them time to re-apply.

Commissioner Jugenitz moved to approve the request for an extension of six months of the site plan review (Support: P. Hollifield) and the motion carried unanimously.

IX. NEW BUSINESS

1. 1510 Washtenaw

Ms. Wessler, Planner I, stated that this is a request for a major site plan revision. The original site plan was submitted last year. There is a complication because of the size of the lot and as a result some changes have to be made. The applicant is requesting four changes: 1) Removal of the westernmost parking space along Washtenaw frontage and related curbing changes; 2) Removal of the greenbelt landscaping along Washtenaw between parking lot and sidewalk; 3) Removal of the requirement for easement along the front of the building; and 4) The applicant had proposed new lighting but has managed to rehab the existing lighting and would like approval to continue with the old lighting.

It is staff's opinion that all of these are reasonable requests and recommend approval with findings, waivers and conditions included in staff's memo of August 12, 2014.

Commissioner Bedogne was very concerned about storm water management. Commissioner Zuellig was concerned about plant survival. Commissioner Straley inquired about the existing sign. Ms. Wessler addressed these issues with responses from the Mr. Issa, representative of the property.

After further discussion by commissioners and concerns addressed by staff, Commissioner Bedogne moved that the Planning Commission approve amending the existing site plan for 1510 Washtenaw with the following findings, waiver and condition:

Findings

- Continuance of 22 parking spaces is not an expansion of an existing non-conformity.
- The easement previously required by Planning Commission is no longer required due to the presence of sidewalk along the Washtenaw frontage.
- To reach a higher percentage closer to the 10% landscaping requirement in Sec 122-127.

Waiver

- Planning Commission waiver for provision of the greenbelt, due to dimensional and maintenance concerns and will be addressed in conditions noted below.

Conditions

- The changes noted above and in the attached sketch plan are provided on sealed as-built drawing.
- Approximate 2" screen wall between sidewalk and parking area be installed

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

2. 636 S. Mansfield

This is a request for a site plan approval for new storage building, drive approach for said building, dumpster enclosure and sidewalk. B. Wessler presented the site plan noting that there were a few recommendations on storm water managements concerns. The owner, Pat Walters, expressed concern about having to build a sidewalk in an area that has minimal activity, and requested to be able to provide funding for a limited time frame for sidewalks to be built throughout the area. The commissioners had minimal discussion, and the motion to approve the site plan was provided by Commissioner Jugenitz noting the following findings, conditions and waivers:

Findings

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

Waivers

1. Planning Commission waiver requested to accept proposed off-street parking landscaping
2. Planning Commission waiver required to omit in-ground irrigation.

Conditions

1. Applicant shall submit an estimate to construct a sidewalk built to City of Ypsilanti standards along the frontage of the lot, and submit this amount into an escrow account held by the City for construction of said sidewalk by the City.
2. Applicant to submit further detail regarding parking lot and entrance lighting, subject to administrative approval
3. Applicant to submit further detail regarding dumpster enclosure to confirm compliance.

4. A separate drawing showing the proposed contours and site plan shall be provided, separate from the existing topography and site conditions.
5. Storm runoff from the proposed improvement shall be fully captured and handled onsite by the existing storm system. An easement will be required from the adjoining property (Lot 7) if the existing drainage swale is to be used to channel new runoff from the improved area.
6. It appears there will be a significant grade differential from the relocated dumpster location to the north. The limits of grading shall be clearly identified in this area.
7. The type and location of all existing structures will need to be field-verified.
8. It appears that neither new water main nor sanitary sewer is proposed. If proposed, water main and sanitary sewer shall be shown on plans. Review and approval from YCUA will be required.
9. We understand that payment in lieu of construction is being recommended for the proposed sidewalk. The proposed sidewalk shall be removed from the plan and replaced with a note stating so.
10. A truck circulation plan with turning movements for the largest anticipated vehicle shall be provided.
11. Cross sections are required for all paved areas, including HMA, concrete, and sidewalks.
12. Slopes shall be shown for all paved drive areas.
13. The owner's telephone number shall be provided on the site plan.
14. Review and approval will be required from the Fire Department.
15. A note shall be added to the plans indicating "distressed or damaged areas of the existing parking lot will be repaired as part of the project".

The motion was seconded by Commissioner Sandberg. A roll call vote was taken and carried unanimously.

3. 311 S. Grove

B. Wessler presented a site plan for 311 S. Grove Street, noting that there were a series of items that still needed to be addressed. The property owner, Ayad Jacksi and the engineer, Ziad El-Baba were present and talked through many of the issues in the review during the presentation including distance from the sidewalk, the ability to stack spaces for show spaces rather than formal parking spaces, islands, catch basins and bioswales and other items.

Commissioner Bedogne noted he needs to see the changes before being able to consider.

Commissioner Bedogne moved to table this item (Support: S. Straley) and the motion carried unanimously.

X. COMMITTEE REPORTS

Non-Motorized Committee

XI. FUTURE BUSINESS DISCUSSION/UPDATES

1. Zoning Code Update – Schedule Update
2. Request for September 10 meeting for review of proposed I-94 crossing

XII. ADJOURNMENT

Since there was no further business, Commissioner Hollifield moved to adjourn the meeting (Support: H. Jugenitz) and the motion carried unanimously. The meeting adjourned at 10:00 pm