

1. Packet

Documents: [PACKET_2014-11-14 .PDF](#)

Agenda
Planning Commission
Council Chambers
Wednesday, November 19, 2014 - 7:00 P.M.

I. Call to Order

II. Roll Call

Roderick Johnson, Chair	P	A
Cheryl Zuellig, Vice Chair	P	A
Anthony Bedogne	P	A
Phil Hollifield	P	A
Heidi Jugenitz	P	A
Nicki Sandberg	P	A
Scott Straley	P	A

III. Approval of Minutes

- October 15, 2014 (zoning ordinance public hearing)
- October 22, 2014 (special meeting for regular business)
- October 29, 2014 (special meeting on zoning ordinance tweaks)

IV. Audience Participation

Open for general public comment to Planning Commission on items for which a public hearing is not scheduled.

V. Presentations and Public Hearing Items

- Capital Improvements and complete streets review of Prospect Road and Grove Road Non-motorized improvements (Marcus McNamara, OHM)
presentation only

VI. New Business

- *None*

VII. Old Business

- *None*

VIII. Future Business Discussion / Updates

- Redevelopment Ready Communities Training debrief (Bedogne, Jugenitz)

IX. Adjournment

**PLANNING COMMISSION
MEETING MINUTES
October 15, 2014
CITY COUNCIL CHAMBER
7:00 P.M.**

I. CALL TO ORDER

The meeting was called to order at 7:05 p.m.

II. ROLL CALL

Present: R. Johnson, P. Hollifield, N. Sandberg, A. Bedogne, S. Straley, H. Jugenitz

Absent: Cheryl Zuellig (excused)

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

III. APPROVAL OF MINUTES

Commissioner Hollifield moved to approve the minutes of September 10, 2014 (Support: A. Bedogne) and the motion carried unanimously. Commissioner Hollifield moved to approve the minutes of September 17, 2014 (Support: A. Bedogne) and the motion carried unanimously.

Chairman Johnson explained to the audience the purpose of the meeting and how it would be conducted, giving everyone an opportunity to comment or ask questions.

IV. AUDIENCE PARTICIPATION

Norman Burgess – Is the owner of two properties on Spring and Bell and did not receive any notices, nor did any of his neighbors. Ms. Gillotti responded that 1700 notices were mailed last week; however, they were only sent to the properties that would be affected either by significant changes in up zoning or downzoning. Chairman Johnson added that upon completion by the Planning Commission, it will not be an enactment by City Council, only a recommendation.

Beverly James, 968 Monroe – had concerns about the proposed properties at Parkridge and how that zoning would affect her property. Ms. Gillotti responded that the letters were sent out a week in advance of the meeting. She also responded to her particular area, which will be covered in her presentation.

V. PUBLIC HEARING ITEMS

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

Ms. Gillotti stated that the reason we are undertaking rezoning is a result of the Master Plan efforts last year and the Shape Ypsi process. She will be providing an update since we have received a significant amount of feedback from the meetings and notices in the mail. Staff also has some alternatives to be presented for consideration and also plans to focus in on comments by the public.

Staff started the process in January, 2013. The City adopted the Master Plan in October 2013 and immediately started on the rezoning. The Zoning Ordinance is one of the key tools used for a vision of where we would like to see the city go in the future. We now have a draft zoning ordinance and the Planning Commission will make a recommendation to City Council, who will deliberate over two meetings or more if necessary, to make a decision, so there is time to make adjustments.

As part of the Shape Ypsi process – there were 10 guiding values, the key three of which were most important – safety, diversity and sustainability. Communications is also important, letting residents know what is going on in the City of Ypsilanti.

Zoning is the rules for places and guidance for our end goals as to what we want for our city, i.e. regulating land use, types of activities that are acceptable, where property can go, how tall buildings can be, how a building interfaces with streets, what it looks like and also what must be on a site, etc. The main purpose is to make sure everyone is a good neighbor and not allow buildings that are not in accordance with the zoning rules for that particular area. We want to be able to aid and encourage new businesses, ensuring that they are not affecting residential. Different places have different zoning. A Zoning Ordinance is a predictable document letting people know what is allowed or not allowed in a specific area.

Both Ms. Gillotti and Ms. Wessler reviewed all the various zoning designations of the city in detail, describing what the previous zoning was and the reason for the proposed zoning as well as the need to update our zoning ordinance.

The zoning ordinance is being updated to implement the vision of a safe, diverse, sustainable Ypsilanti – the vision for the City established by the Shape Ypsi process. The reason for updating the zoning ordinance is to do the following:

- make the rules clearer and more predictable
- makes development reviews quicker and easier
- better protects the historic nature and diversity of buildings in Ypsilanti
- modernizes and simplifies what uses are allowed
- requires pedestrians, cyclists and transit riders be considered as part of new developments
- decreases parking requirements and allows waivers

Roberta Wocjik Andrews - 7 N. Normal – has lived in Ypsilanti since 1990 and in the mid-town area since 2000 – she is an attorney and served on the Planning Commission from 2007-2010. She was new in the neighborhood when the downzoning occurred, which she worked diligently to have her property downzoned to R2. At that time, the goal of the city was to reduce congestion in the area and she accepted R2 with the understanding that in the future, while it could split up her home, it was better for the area as a whole. The goal of the city is to have safe and sustainable neighborhoods. The new zoning increases density and will overshadow single family. She is opposed to the proposed rezoning of CN in her neighborhood and encourages Planning Commission to take a tour of the neighborhood to see what she and her family are dealing with. She also urged Planning commission to look at group homes.

Guy Conti - Local Attorney representing Budget & Stadium Towing on Railroad Street - stated that he is concerned about the new provisions in the proposed zoning ordinance on special land uses. Under the current zoning, it is a very simple process – if the six requirements are met, a special land use is granted. The language in the new ordinance is a very qualitative type of language, i.e. structure must be similar to surrounding structures – the issue with that is the amount of discretion it puts in the hands of the Planning Commission, which, in his opinion, would be grounds for taking to court. He is requesting that the Planning Commission should look at the special land use language in the proposed ordinance. He would also like Planning Commission to discuss the issue of non-conforming permitted use. His client is suggesting that an economic study be done as to how many business-related parcels in the city will be converted to a non-conforming permitted use. This would include duplexes that will then become non-conforming permitted and will have problems with insurability, both positive and negative.

Pastor Robeson, 221 S. Hamilton - his question did not pertain to the rezoning. He asked about future traffic changes on S. Hamilton from one-way to 2-way. Ms. Gillotti added at the end of the meeting that Pastor Robeson would be contacted to inform him of a non-motorized meeting being held on October 20th to discuss his issue.

Heidi Basinger, City resident – real estate broker, had concerns about on “eyes on the street” and asked if the Police Dept had been consulted for their input. She also had a concern on R2 going Historic regarding the issues of mortgages.

Cheryl Farmer, 214 N. Huron - Wanted to ensure that the proposed zoning changes will make Ypsilanti better and attract more of what we want. Having a tow-yard on the river is not the best use. She questioned that the proposed zoning of GN (General Corridor) along the river will protect the river. Re: the parks district – we have a county-wide plan for the border to border trail - would like to see the park corridor continue.

Beverly James, 968 Monroe – Is concerned about Parkridge and the proposed new buildings and also that all of the zoning will be R1. She is also concerned what will be put at the back of her property.

Alan Seger - complained about the permit system in the Building Dept, and micro-managing residents' property making them so restrictive.

David Herman - 954 W. Cross – the property has 5 bedrooms, is currently zoned R2 and is now proposed R1, which would limit him to 3 unrelated people – would like it rezoned to CN.

Skip Cerier – Owner of 300 and 318 W. Forest. When he bought the property, it was zoned WS (Workshop Studio). It was Ave Maria College Campus, which was a non-producing tax property, which then became a tax-producing property. When he bought the property, it was zoned WS, was with the understanding he would be able to expand the property as the business grew. Since 2009, they have grown from 18 to 41 fulltime employees and 50 part-time employees, which would not have been possible without the use of the 3 buildings. He now wants to add another storey, but would be unable to do so under the proposed zoning. He is asking that the zoning be changed to a PUD and respect that which was agreed to five years ago. Miss Gillotti added that a meeting has been scheduled with Mr. Cerier for Thursday for further discussion.

Cindy Carver – W. Cross (behind Domino's) would like Planning Commission to consider another option on the proposed zoning.

Leonard Smith – 947 W. Cross - Does not want zoning changed from R2 to R1. He is currently surrounded by multi-unit buildings and the possibility of selling their home as R1 would be difficult.

Barb Hale – no concerns on the rezoning – complained about the school system in Ypsilanti.

Patricia Trout - Does not want her property zoned R2 – she added that the deed restriction for the subdivision includes a clause stating that it could never be anything but single family.

Helene Al-Qadi, 818 N. River – is currently zoned R3, does not want proposed zoning of R1. She is concerned about property values and future use of the property.

Richard Austin, 835 Jefferson – has owned the property for 10 years – he is concerned about downzoning his property from R2 to R1. He has some duplexes in the area which would be affected, especially, if something happened to the property, would not be able to rebuild as R2. He is opposed to the change.

Mark Naess – 302 Miles – mostly 2-units on one side. He bought the home in 2009 as R2, the reason being that he has a disabled son and wants to be able to build an apartment on the property for him. He is opposed to R1.

Ted Mull, 704 Dwight – is concerned about going from B4 to NC on Lincoln . Also asked where automotive work would be permitted in the new ordinance.

Tom Tamou, Owner of Keg on Forest – concerned about rezoning – has future plans to redevelop – wonders if this would be allowed under the proposed zoning from B3 to NC. Ms. Gillotti responded that it was proposed for NC to catch all of his properties including the parking lot, since currently, the B3 only applies to the business of The Keg and the other two pieces have residential zoning.

Julie Brown, 313 Olive – attended meeting at the freighthouse where the possible conversion on Hamilton & Huron from one to two-way was discussed. The proposed road-diet meeting will be held on Monday, October 20th at City Hall. The total conversion from one to two-way is a 4-5 year study process. Ms. Gillotti responded that the meeting was posted on the city website.

Pecola Lewis, 142 S. Prospect – her property is currently zoned R4 and proposed to be CN. She is not sure what that means and asked for clarification. It is the only property she owns in the city – complained about the lack of businesses for everyday essentials as well as garbage pick-up.

Michael Gelletly, 921 Sheridan – owns house 943 W. Cross Street and 945 W. Cross Street. He is concerned about rebuilding in the event of a catastrophe and starting over. Asking for consideration to be given concerning West Cross – he is recommending CN.

Norman Burgess, owner of 102 Spring and 29 Bell. He is concerned about conditions of various properties in his area.

Shaunda Harris, 957 W. Cross - feels that her area should all be same zoning – she was fine with R2. Re: “Eyes on Street” – for properties facing the street - safety vs privacy – she prefers privacy.

Cheryl Farmer, 214 N. Huron - We need to decide what we want more of or less of – the area that was rezoned years ago from R1 to R2 is now being proposed to go back to R1 and there’s a reason for that. When it got upzoned, we saw more and more multi-families uses and residents that owned their own homes were not happy with that and this allows the neighborhoods move back to single family.

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

There was much discussion among board members on the various concerns brought up by many residents. Commissioner Jugenitz asked if there was any data on the number of residences being affected by downzoning or upzoning, however, staff did not have these numbers. It was agreed that staff would revisit the following areas: W. Cross to Oakwood, Miles, South Side, N. River to CN-Mid, Farmers Market Classification, Accessory Structures limit two in R1.

VI. NEW BUSINESS

None

VI. OLD BUSINESS

None

VIII. FUTURE BUSINESS DISCUSSION/UPDATES

1. Adoption of past minutes – August Meeting

2. October 22nd meeting – alley and street vacations and site plan for 311 S. Grove

VI. ADJOURNMENT

Since there was no further business, Commissioner Hollifield moved to adjourn the meeting (Support: H. Jugenitz). The meeting adjourned at 11:15 p.m.

**PLANNING COMMISSION
MEETING MINUTES
October 22, 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, C. Zuellig, P. Hollifield, N. Sandberg, A. Bedogne, S. Straley

Absent: H. Jugenitz (excused)

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

III. APPROVAL OF MINUTES

Commissioner Sandberg moved to approve the minutes of August 20, 2014 (Support: P. Hollifield) and the motion carried unanimously.

IV. AUDIENCE PARTICIPATION

None

V. PUBLIC HEARING ITEMS

1. Alley Vacation Application

This is a request for an alley closure second from East N-S Alley between Forest and Oak. The applicant and his family live at 317 Oak, at the southwest end of the alleyway. With the recent closure of the alley to their east, which was approved by Planning Commission in 2011, he and his neighbors have seen an increase in cut-through traffic in the alley. Because of this traffic, the neighbors are concerned about the health, safety and welfare. They do not want the alley to be vacated, since pedestrians use the alley frequently, and the neighbors use it for garage access.

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

Robert Grams, 317 Oak – has complained about the problems with cut-through traffic on many occasions – signage is ignored. Mr. Grams had his four other neighbors sign the petition for the alley closure. Residents also prefer that the city not maintain it with snow removal, etc.

Commissioner Hollifield moved to close the public portion of the hearing (Support: C. Zuellig) and the motion carried unanimously.

After some discussion of board members with staff, Commissioner Zuellig moved to recommend to City Council to approve closing the alley from East N-S between Forest and Oak, based on the following findings:

Findings:

1. Area served is residential
2. Closing will not create an undue burden on traffic or affect future plans
3. Cut-through traffic has been redirected from the alley to the east to this alley.
4. Closure would prevent cut-through traffic

The motion was supported by Commissioner Straley. A roll call vote was taken and carried unanimously 6:0.

2. Alley Vacation Application

This is a request for an alley vacation at the easternmost portion of the east-west alley Whittier, Cornell, Washtenaw and Mansfield, immediately south of 1403 Whittier.

Ms. Wessler, Planner II, stated that this would be a vacation, which means that the city would give up any property interest in the alley. The ownership would revert to the neighboring property owner. Only a small portion of the full alley is being petitioned for vacation, immediately behind 14 Whittier. The primary reason for this request is because the trash from the south goes on the fence line and the northern portion of the alley and under current code, 1403 Whittier is responsible for picking up the trash on their portion. The intent is that once the alley is vacated, they intend to deed it to the southern property owner, thus have no responsibility for upkeep.

This alley is currently open and owned by the city. The property owner at 1415 Whittier, immediately adjacent, uses the alley for access to their garage, as does the property at 1439 Whittier. Businesses along the Washtenaw frontage use the alleyway for access to parking, ingress and egress.

Ms. Wessler reviewed the standards. The closing would not create a burden on traffic but as the alley would become private property, it could possibly be built over. It is not being used as a cut-through. As far as present and future use by the city, because Washtenaw is a very high intensity corridor, it is going to be more intense in a single residential neighborhood. This alley could serve as a buffer or unloading/loading zone. Staff is recommending denial at this time.

Chairman Johnson asked if the city has closed partial alleys previously, to which, Ms. Wessler responded in the affirmative.

Commissioner Zuellig moved to open the public portion of the hearing (Support: N. Sandberg) and the motion carried unanimously.

Bill Schram, President, Homes for Autism - has owned this property since 1999. The roadway is being primarily used by the gas station for ingress and egress. He has no interest in the right-of-way and is asking that the property be transferred to the gas station owner contingent upon use by the gas owner as is currently being done. The property is not being used as a buffer between both property owners but being used by traffic going in and out of the gas station. The Fire Department has no objection since it has no effect on the residents. Staff has stated they have not received any objection by any homeowners. He believes he has met the code requirements of a vacation. He is also asking that the fee be waived since they are a 501(3)(c) organization.

Commissioner Bedogne asked Mr. Schram if he has an expectation that the gas station owner will initiate the taking over this property. Mr. Schram responded that he did not know who should initiate this but feels that this is the responsibility of the city. Commissioner Zuellig asked if the issue was mainly the use since if the property was transferred, the same use would continue. The issue appears to be more of a maintenance problem since Mr. Schram is being cited for debris that is on his property that is occurring because of the traffic in and out of the gas station. If the property was transferred to the gas station, they would not be responsible for the trash. The question remains if the gas station owner does not want the property transferred to him.

Robert Grams – agrees that the city should cite the gas station to maintain the alley.

Karen Grams – asked why the gas station allowed having a dumpster. Ms. Wessler responded that the dumpster is on the property of 1421. Chairman Johnson added that the dumpster has been there a long time, which was approved in the original site plan. We cannot go back now and ask them to add a screen; however, if they applied for any site changes to the property in the future, screening the dumpster would be a requirement.

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

Commissioner Straley asked if the vacation was approved, could language be attached to that sliver of land requiring an easement for the properties between Mansfield and Cornell and Washtenaw and Whittier. Ms. Wessler responded that the way it is constructed in the city code, the alley has to be divided up the middle but the city can reserve the right for utilities but wouldn't be able to reserve the right for access. Commissioner Zuellig did understand the frustration with the applicant is mainly that of the trash and citations being received and wondered what steps can be taken if the gas station owner does not want the property. Ms. Wessler added that the gas station owner is currently being cited for trash on his half of the alley.

Chairman Johnson is concerned about the access by the residents to the west. Also, if we vacate the alley, he feels there could be a lot of legal recourse since the city cannot force the property on to someone.

After further discussion, Commissioner Straley moved that the Planning Commission recommend to City Council that the alley located at the Easternmost portion of the east-west alley of Whittier, Cornell, Washtenaw and Mansfield, immediately south of 1403 Whittier, not be vacated based on the following findings:

Findings:

1. Because the alley serves both a residential and a business area, and is in active use for both.
2. No feedback has been received from other parties abutting the alleyway, and this portion of Washtenaw is considered to be a major traffic corridor of the City, and the commerce located along it serves mostly neighborhood needs.
3. Staff also recommends to City Council to direct staff and consider amendment of Chapter 42, Section 75 of the Ypsilanti City Code of Ordinances to reconsider how citations to adjacent property owners in similar circumstances are handled where one party has primary enjoyment and access of an alley.

The motion was supported Commissioner Bedogne. A roll call vote was taken and carried unanimously 6:0.

3. Lathers Street Vacation

Ms. Wessler stated that this is a request for a street vacation at Lathers Street within the City. The family of the applicant lives at 1010 W. Michigan, at the corner of Warner and Michigan Avenue. Immediately to the north of the property is the disused Lathers Street, and to the north is 15 W. Warner, a single-family residence. This portion of Lathers has not been in use as a street for many years; it has become effectively part of the neighbor's yards; it is not used for access. The neighbors are requesting the City formally vacate the street so that it may become part of their respective properties.

City code does not currently outline a process by which streets are vacated. Currently, we abide by state statute, which only requires Council resolve to vacate the street in question. However, in defense of the public interest, the City has chosen to, for the time being; address street vacations in the same manner as alley vacations, including a mirroring of the review process and public noticing. We anticipate revising the ordinance within the next year to address this procedure directly.

Staff recommends that Lathers be vacated, as it currently serves no public purpose and will not negatively impact traffic patterns. Staff further recommends that if Lathers be vacated, then the portion of Warner Street adjacent to Recreation be un-vacated.

Commissioner Sandberg moved to open the public portion of the hearing (Support: P. Hollifield) and the motion carried unanimously.

Commissioner Zuellig stated that she was concerned about vacating this property since it could affect future properties to be developed.

Mary Louis Foley, 1010 W. Michigan – stated she purchased the property 30 years ago. The city has never cut grass on the property in question. When she bought the property, she was told that the street had been vacated. She later found out that the vacation had never taken place. Ms. Wessler added that according to the Assessor, the property to the north had never been vacated.

Commissioner Bedogne asked Ms. Foley why she is requesting the vacation. Ms. Foley stated that since the city has never taken care of the upkeep, and it has always been done by her and her neighbor, it is her opinion that it should be vacated and be considered part of her property.

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

After further comments by board members, Commissioner Bedogne moved that the Planning Commission recommend to City Council to vacate Lathers Street, as it currently serves no public purpose and will not negatively impact traffic patterns based on the following findings:

Findings:

1. The street is effectively closed currently
2. The street does not serve traffic currently
3. Warner Street is with no outlet
4. Further recommend that the Lathers be vacated but the Planning Commission note that right-of-way connecting Warner to West Warner shall not be vacated at this time to the north where the built road dead-ends into Recreation Park.
5. The vacation supports the future land use plans of the city.

The motion was supported by Commissioner Hollifield. A roll call vote was taken and carried unanimously 6:0.

VI. NEW BUSINESS

1. 540 S. Mansfield

Ms. Wessler corrected the staff report to read 540 S. Mansfield. Ms. Wessler stated that this is a request for site plan approval for the UPS Parking Lot immediately south of the existing UPS facility on the west side of South Mansfield, south of Michigan Avenue, in the Industrial Park. The applicant is a long-time resident of the city's industrial park and due to the increasing importance of internet-based sales; they are seeing an increased need for seasonal employee parking. They are applying to lay a gravel parking lot to the south of the existing parking area this year, and to pave it in the following year, as well as install a sidewalk along the Mansfield frontage. No other changes are proposed to the site.

Staff is recommending approval with conditions. We do not have an engineering review but will receive one in the future. They will be providing a sidewalk but not this season.

Commissioner Zuellig asked the definition of “temporary” parking lot, which Ms. Wessler explained in detail.

Heather Puterbaugh, representing UPS – clarified their peak season runs from the week before Thanksgiving thru mid-January, which is when they have the overflow of employees. They plan to install a temporary gravel lot; however, if they are granted approval from the city, they would begin their engineering in 2015 and complete the permanent parking lot in 2016.

Brett Hart, Soils Materials Engineering – was in attendance to respond to any questions by the board.

Chairman Johnson stated we are basically talking about Phase I and Phase II. We do not want to have an opened ended approval. He asked if we can dictate the timing so that we are locked in to eventually having an asphalt parking lot – Ms. Wessler responded in the affirmative. Commissioner Johnson thought the conditions were pretty reasonable.

Commissioner Zuellig asked about the waiver for curbing, to which Ms. Wessler explained in detail. Commissioner Zuellig was also concerned about storm water, which Mr. Hart addressed. It was agreed that lighting would be necessary for the overflow lot and standards would be met. Commissioner Johnson was concerned about any unintended consequences and Ms. Wessler agreed that this is an unusual situation. Commissioner Zuellig stated that they are really approving the final review and asked how long the site plan review covers for completion. Ms. Wessler responded that as long as they are diligently working on the project, the permit does not expire. She added that the entire site will be brought into compliance. See staff report dated 17 October, 2014.

If the applicant were to change something, they would have to come back before Planning since it would be a significant change. .

Commissioner Zuellig moved to recommend the Planning Commission approve the site plan for the UPS Overflow Parking Lot at 540 S. Mansfield with the following findings, waivers, and conditions:

Findings

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

Waivers

1. To accept lack of parking area curbing and pavement in the first phase of construction only.

Conditions:

1. Applicant to bond prior to installation of gravel parking area for the construction of permanent overflow parking area and sidewalk in calendar year 2016.
2. Applicant to provide lighting for overflow parking area.
3. Applicant must obtain a permit from the Department of Public Works prior to constructing anything in the right-of-way.
4. Engineering approval must be received.
5. Applicant to install gate in fence for users of overflow parking in Phase I.

The motion was supported by Commissioner Sandberg. A roll call vote was taken and carried unanimously 6:0.

VII. OLD BUSINESS

1. 311. S. Grove

Commissioner Zuellig moved to remove from table (Support: P. Hollifield) and the motion carried unanimously.

Ms. Wessler stated that she only saw the original site plan on September 16th. The applicant had sent an additional site plan very shortly thereafter, but only to Ms. Gillotti, which she assumed was the same one but with the survey attached. Since Ms. Wessler had not seen the updated site plan, consequently, she reviewed an outdated site plan. Mr. El-Baba sent Ms. Wessler a new site plan, which also included changes from the latest site plan. Ms. Wessler has included a memo, dated 17 October, 2014, which includes comments by her on the latest site plan.

Many of the issues in the memo were addressed. The applicant is requesting a waiver for the amount of parking; they are requesting a waiver to have parking stalls 18' feet deep. The applicant still needs to submit a plan for engineering review that includes more information on stormwater run-off for the added portion. They also need to indicate the portions of sidewalk on Grove/Spring Street that will be repaired as part of this project, specifically the locations and also some notes on Fire Department review.

As a whole, the site plan she received on the 22nd October 2014 is approvable upon the condition that it conforms to Engineering and Fire review.

Commissioner Bedogne asked for clarification on parking, which Ms. Wessler provided. Commissioner Zuellig asked about landscaping requirement, which Ms. Wessler provided. Commissioner Bedogne asked about a dumpster, to which Ms. Wessler responded that no dumpster is required.

Ziad El-Baba, Engineer for the project – clarified that there is a note on the plan regarding the sidewalk stating that they agree to do what is required by the city engineer. He also referred to customer parking and stated there will be two more parking spaces on the south side of the building.

After further discussion and comments, Commissioner Zuellig moved to approve the site plan for Complete Auto, 311 S. Grove, with the following findings, waivers and conditions:

Findings

1. Substantially complies with Sec. 122-127.

Waiver

1. Waiver to permit a stall depth of 18'
2. Waiver to omit foundation landscaping due to site constraints
3. Waiver to omit underground sprinkler system.

4. Waiver for off-street parking landscaping on "South Grove to accept landscaping proposed as part of conditional rezoning.

Conditions:

1. Correct spelling errors on the Site Plan dated 10/21/14
2. Engineering approval from OHM
3. Must have approval of Fire Department

The motion was supported by Commissioner Bedogne. A roll call vote was taken and carried unanimously 6:0.

VIII. FUTURE BUSINESS DISCUSSION/UPDATES

1. October 29 meeting – Zoning ordinance revision modifications

IX. ADJOURNMENT

Commissioner Hollifield moved to adjourn the meeting (Support: A. Bedogne) and the motion carried. The meeting adjourned at 9:20 p.m.

**PLANNING COMMISSION
MEETING MINUTES
October 29, 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, C. Zuellig, N. Sandberg, a. Bedogne, S. Straley
S. Straley

Absent: P. Hollifield (excused) H. Jugenitz (excused)

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

III. AUDIENCE PARTICIPATION

Chairman Johnson stated that this would be the opportunity for any further comments with regard to the proposed zoning text and map and revisit some concerns that came up at the previous meeting the week before and not to go through the complete ordinance.

Cindy Carver, 919 W. Cross – referred to a number of pictures of buildings that were shown at an earlier meeting, implying that they could be built in that particular zoning, when in fact, it says you could have 4-6 buildings by Special Land Use. She did a tour of various streets looking at buildings around EMU. It is her opinion that they do not fit with the proposed zoning. She also contacted mortgage companies and was informed that they don't recognize the new zoning designations.

Jim Nelson, 1942 Roosevelt, is a life-long resident of the city, but also is an attorney representing two clients, MTM Properties, 103 N. Grove and 877 Ann Street, LLC. He distributed fact sheets on both properties. He stated that the MTM property is currently zoned M1 – the new zoning calls for GC, which he does not agree is consistent with other M1 properties as well as the Master Plan. It is his opinion that it does not fit the description of a corridor. He is asking that this be rezoned to PMD. He is also asking that the property located at 877 Ann Street, which is currently zoned CI be rezoned to PMD.

Roberta Woczik Andrews, 7 N. Normal – acknowledged the work of staff and responsiveness to individuals with their expressed concerns. She is still concerned with the dramatic shift from the current zoning in relation to group residences, where it is still allowed in CN district. While staff intentions are laudable, her concern is with unintended consequences and what would happen if the highest use of the allowed use happens in terms of use of transportation, parking and crowding in these areas. It is her opinion that we need to look at what area of the city we want to allow rooming houses and urged board to look at this carefully.

Mark Naas, 302 Miles – reserved the right to speak.

David Herman, 964 W. Cross – the zoning is scheduled to change to CN-MID and he has no problem with that but also is concerned about lending institutions and insurance companies recognizing the new zoning names. Chairman Johnson responded that the zoning ordinance is a legal document, which would require that it is recognized.

Forest Frasier, resident of the South Side – had no comments on the zoning ordinance but took the opportunity to recognize Ms. Gillotti and the assistance she has given him in the past.

IV. PUBLIC HEARING ITEMS

None

V. NEW BUSINESS

None

VI. OLD BUSINESS

Ms. Gillotti first addressed apartment buildings along Lowell and the surrounding area and what is allowed by right. There is not too much of a transition in the new ordinance. She also discussed the MTM property and the property on Ann Street with questions and comments from commissioners, which she also addressed. Ms. Wessler reviewed the process of the new zoning, adding that draft zoning meetings had been held this year in June, August and October with residents for input with residents and business owners. The intent is for this to go forward to City Council for first reading on November 18th, and second reading on December 2nd and hopefully be adopted and published in the New Year.

She reviewed the proposed approval process, which would make for an easier and less cumbersome process for residents and proposed new businesses. Currently, all site plans have to be drawn by an architect/engineer which is a fairly expensive process. Most site plans have to be approved by Planning Commission because of possible waivers, etc. Staff are proposing that if there will not be much change on the project, they can make a sketch, which could be approved by the Planning Department. The sketch plan will still have some rules as to what would be required and be included. The sketch would be considered part of the record and would be included in packets that go to commissioners.

At the last meeting, the board requested a few changes; they wanted staff to take a look at the number of houses that would be affected by the zoning changes; remove the limitation for the number of accessory structures in R1. She reviewed the various areas that were previously R2 and would be changed to R1, which was a concern of a resident located on Miles Street along with other main changes.

After further review of all the areas that were re-visited, Commissioner Zuellig moved that the Planning Commission recommend to City Council approval of the zoning ordinance and map changes with the following conditions:

1. Adopt the zoning map and draft zoning ordinance with following changes:
 - a. Change 877 Ann Street to PMD designation
2. Park Street:
 - a. Change Marsh Plating-owned properties and 114 N. Park frontage and 204 N. Park to NC, east portions of Marsh Plating-owned properties and 114 N. Park to PMD.
 - b. 201 N. Grove to CN-Mid, 201 N. Prospect and 205 N. Prospect to GC
3. Adopt the zoning ordinance text as drafted with the following modifications:
 - a. Remove “roominghouses” from Group Living, make special use in CN and HHS
4. Maintain proposed R1 classification at Miles/Young and Harriet/Hill.
5. Recommend that staff perform further neighborhood outreach and study to formulate recommendation.

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

VII. FUTURE BUSINESS DISCUSSION/UPDATES

1. Prospect and Grove non-motorized improvements (complete streets review)
2. 6-year Capital Improvements Plan

VIII. ADJOURNMENT

Since there was no further business, Commissioner Zuellig moved to adjourn the meeting (Support: N. Sandberg) and the motion carried unanimously. The meeting adjourned at 10:25 p.m.



Memo

To: Planning Commission

From: Bonnie Wessler, Planner II

Date: 14 November 2014

Subject: Capital Improvement/Complete Streets Review: 2015 Grove/Prospect

Project Overview

The City is proposing to perform significant work on Prospect and Grove Streets in calendar year 2015. This includes repaving Prospect from Holmes south to Michigan Ave; performing safety improvements at Prospect and Michigan Ave; installing improved bicyclist and pedestrian facilities on South Grove from approx. 130 S Grove to Spring/Factory; and improving the pedestrian/bicyclist experience at South Grove/South Prospect/Tyler Road. Although these projects draw from various funding sources and will be bid and constructed separately, they are presented as one item for Planning Commission's review for an accurate "big picture" view. This memo touches briefly on the major elements of the plans; please see also the attached "complete streets flowchart/checklist"

Prospect From Holmes to the railroad bridge

No lane reconfigurations are proposed for this stretch. Engineering staff are currently exploring the option of installing "sharrows," as widening the curb-to-curb distance to accommodate bicycle lanes would have a significant negative impact upon existing trees, and would likely remove the buffer between the street and the sidewalk in many places. At Miles/Cross, crosswalk improvements are proposed, and a potential relocation of the vehicle sensor at Miles- reducing vehicle encroachment into the pedestrian crossing. No pedestrian crossings appear to be provided, however, at Martin Street, Locust Street, missing the north "leg" of the crossing at High Street, missing crossings at Gordon and Thomas, and missing striping the south "leg" of the Maple Street crossing. Striping should be consistent for all crossings. Due to high volumes of pedestrians, signals for them should not only have a "countdown" phase but be by right, not activated through a pushbutton.

Prospect at Michigan

Significant crossing upgrades are being proposed, as is a left-turn phase of the light. Posts are being upgraded to mast arms. Striping in this location should be consistent with other locations. Pedestrian signals should provide countdown timers and clear signage regarding whether they are on timed operation (pedestrian by-right) or activated through a pushbutton.

Grove at Prospect / Tyler

Improvements shown guide the pedestrian or bicyclist travelling south on Grove to use Haab Brothers Memorial Park as a refuge island of sorts, directing them to the east side of Grove. From there, they can use the recently installed crossing to get back to the west side of the road

and the Ypsilanti Township Park at that location. This somewhat awkward configuration is made necessary by both the poor condition of the drive immediately north of the bridge over I-94, and the location of the guardrail on the bridge itself. There is not sufficient room on the west side of the bridge for safe, accessible pedestrian and bicyclist traffic; significant alterations to the bridge would have to be made. We hope to remedy this when next MDOT addresses this bridge.

Grove Road from ~130 S Grove to Factory/Spring

The sidewalk along the west side of Grove is being widened and cleared of brush. Pull-off ramps are being provided for bicyclists.

Conclusion

Overall, the plans take into account nonmotorized modes of transportation adequately. We recommend approval, with the addition of pedestrian crossings at all cross streets, and pedestrian-by-right signals at signalized intersections.

(1) Inventory the proposed geographical extent of the project.

- Functional Classification: Principal Arterial
- Major Street
- Right of Way width: 66'
- Traffic lanes: 2 typically, but 3 at Cross, Oak, Forest, and Holmes intersections, and 4 at Michigan intersection.
- ON-street parking: No.
- Existing vehicular ADT: 9500, per WATS counts for 2004-2005
- Projected vehicular ADT: 9500
- Speed limit: 25 MPH
- Percent heavy vehicles: 5%
- Center turn lane: Only at signalized intersections – Michigan, Cross, Oak, Forest, and Holmes.
- Transit facilities: None, though part of AAATA bus route #10.
- Bicycle facilities: None.
- Sidewalks: Both sides of road, full length of project. All ramps to be ADA-compliant.
- Landscaping w/in ROW: All disturbed areas to be restored with topsoil, seed, and mulch. Trees to be removed only if necessary
- Lighting: Michigan to Cross - 3 on SB side. Cross to Holmes – 5 on NB side, 2 on SB side.

- Border-to-border trail deficiencies, p 47: the proposed improvements will connect the B2B trail directly with Haab Brothers Memorial Park.
- Bicycle deficiencies, p54: Prospect is called out specifically by the non-motorized plan, however, ROW does not currently allow for full-sized bike lanes without removing margins/treelawns, vital to the pedestrian experience and character of the nhood. Share the road signage and possibly sharrows may be an option.
- Bicycle deficiencies, p 53 (general): the construction on Grove improves the experience for bicyclists particularly as they approach I-94/Tyler Rd, by providing them a safe crossing option in the pedestrian mode.

- ADA settlement/ADA compliance plan
 - Does the proposed project contain any locations slated for upgrade in the ADA compliance plan?

All ramps within the project limits are to be compliant to the most current ADA standards.

(2) Check for consistency with adopted plans & City legal obligations:

- Master Plan: Non-Motorized Transportation Plan
 - Does the plan note any deficiencies in the area under consideration? Please list & cite page numbers.
 - Grove Road deficiencies, p 45 – the proposed series of projects will connect the border-to-border trail to the sidewalk network south of I-94 through a series of crossings necessitated by the narrowness of the right of way and location of the bridge guardrail.

(3) Motor Vehicle Facilities (non-freight)

- Major Street: <10,000 ADT

Prospect is a Major Road per NFC classification

 - **2 travel lanes + 1 turn lane only at signalized intersections**
 - **10.6'-13.8' vehicle travel lanes; 10' lanes where turn lanes present**
 - **Posted speed limit 25 MPH**

(4) Transit facilities

- Bus

- Consult with AATA on all capital improvement projects w/in 100' of a stop or on a bus route.
- When a bus stop is located within the geographic scope of a capital improvement (ex, a bus stop on a street), ensure that the bus stop will be ADA-compliant (add concrete pad) and the stop will not be blocked by on-street parking ("no parking, bus stop" markings) and that any bike lanes in the area are appropriately marked by broken lines & other MUTCD-compliant symbols as necessary.
 - **Bus stop located on NB side across from Maple Street, adjacent to Prospect Park. Will be reconstructed ADA-compliant 25' north.**

(5) Check for bike facilities

- Transitions- at intersections, not mid-block
 - Bike lane to no-bikelane: signage per MUTCD (bike lane ends, share the road signage, sharrow), & ensure there is a receiving xwalk ramp nearby
 - No-bikelane to bikelane: signage per MUTCD (bike lane pavement markings, bike lane begins signage; placement at intersections, not mid-block)
- Lanes of travel
 - Bike lanes
 - Required on:
 - Major Streets: all.
 - **No existing bike lanes. Insufficient ROW width for new bike lanes on proposed roadway.**
 - Local Streets: where ADT $\geq$ 10,000
 - 4' wide minimum, exclusive of gutter pan
 - Wider by 1', max of 10', for

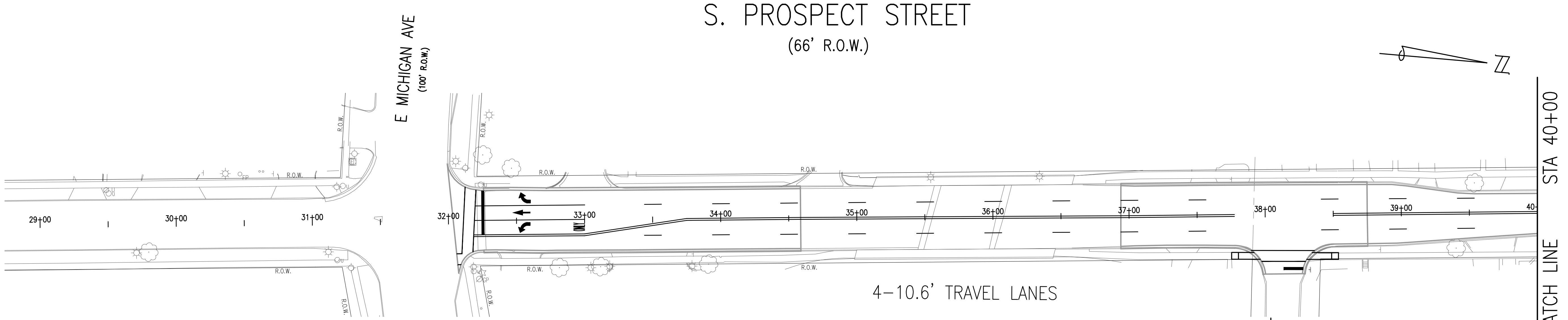
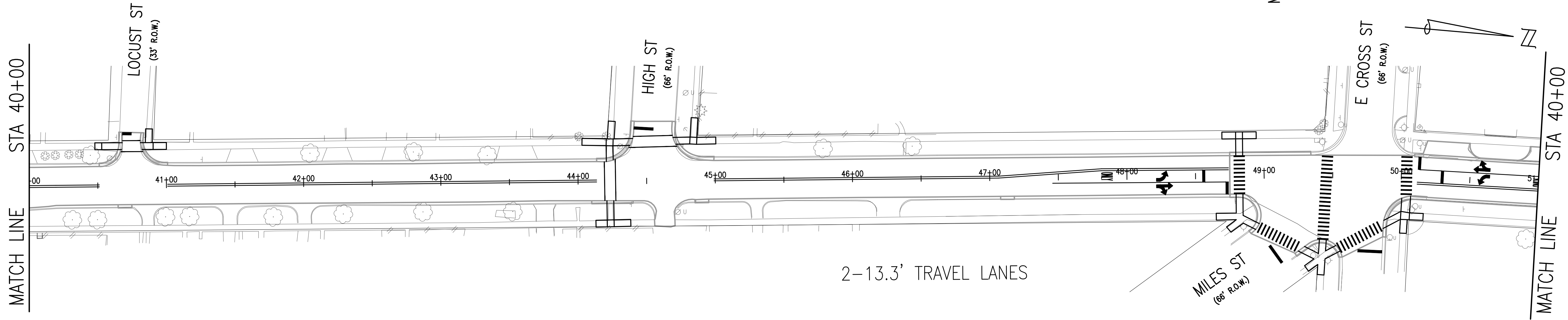
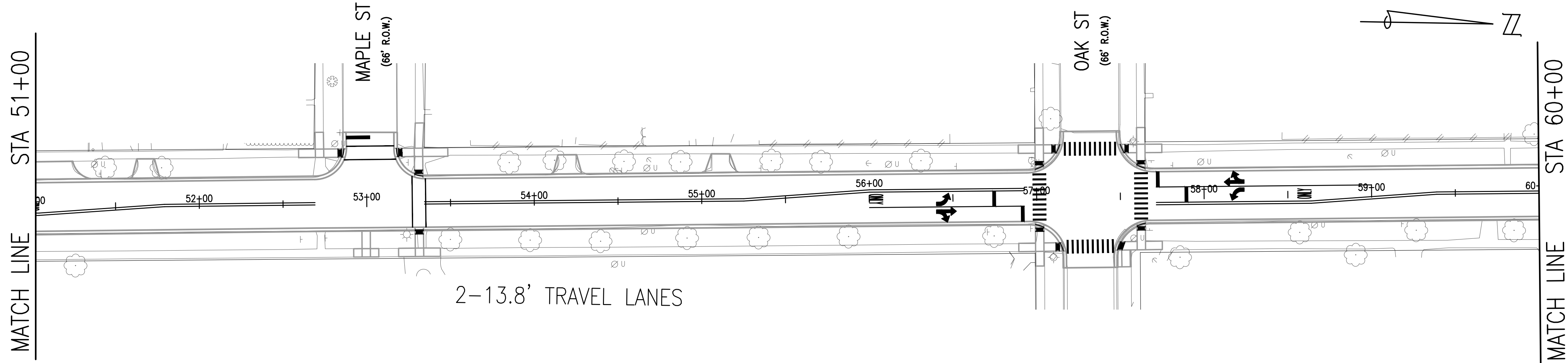
- each 5 mph above a 25mph speed limit (ex: 35mph = 6', exclusive of gutter pan) OR
- for each 5,000 by which ADT exceeds 10,000,
 - Pavement markings (bike lane decal) every block, in addition to 6" lane marking
- Sharrows & share the road signage
 - Major Streets: Required wherever the ROW is too narrow for bike lanes (ex, Michigan Ave downtown)
 - Local streets: at "entrances" to neighborhoods (ex. Perry Street south of Harriet; First south of Harriet; Mansfield north of Washtenaw)- where traffic would be turning/transitioning from a Major Street to a Local Street.
- Parking
 - Major Streets: ROW parking for bicycles recommended in commercial/mixed-use areas where on-street car parking is provided (ex: downtown, depot town)
 - Placed on-street (seasonal racks) or in sidewalk buffer area
 - If overnight or long-term car facilities are in place, then also place overnight/long-term bike facilities.

(6) Check for pedestrian facilities

- Crosswalks
 - ADA compliant- all corners
 - **Intersections are Martin Place, Locust Street, High Street, Cross/Miles (omitting Cross SW & NW quads due to 2011 reconstruct of Cross), Maple Street, Oak Street, Forest Avenue, Gordon Avenue, and Thomas Street. Proposed new crossing from SW Miles directly across Prospect to SB side.**
- Striping/markings
 - Major Streets: Longitudinal ("piano keys")

- If crosswalk is less than 6' wide, enclose longitudinal with transverse for visibility
 - Local Streets: longitudinal preferred, transverse permitted
 - If alternate paving materials or texturizing is used on crosswalks- ex, stamped concrete- enclose with transverse markings for visibility.
- o Lighting: required on all Major Streets; recommended on Local Streets
- o Bumpouts on all Major Streets where on-street parking is provided
- Sidewalks
 - o ADA compliant- grading, width, materials
 - o Major Streets in commercial/mixed-use:
 - aim for 10' wide, 6' min
 - 5' buffer between sidewalk and street
 - Lighted
 - o Major Streets in residential-only:
 - 5'-10' wide (context-sensitive)
 - 10'-6' buffer
 - Lighted
 - o Local Streets:
 - min of 5' wide
 - min 6' buffer.

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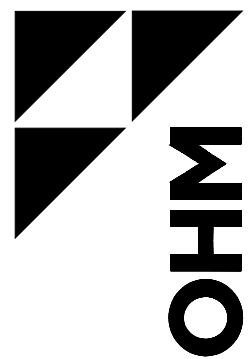
S. PROSPECT STREET
(66' R.O.W.)



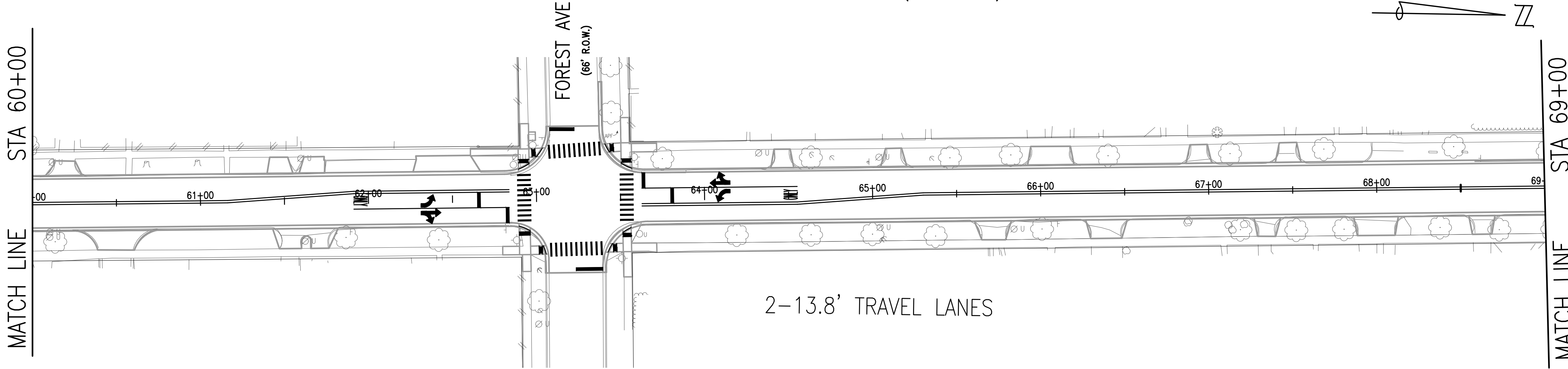
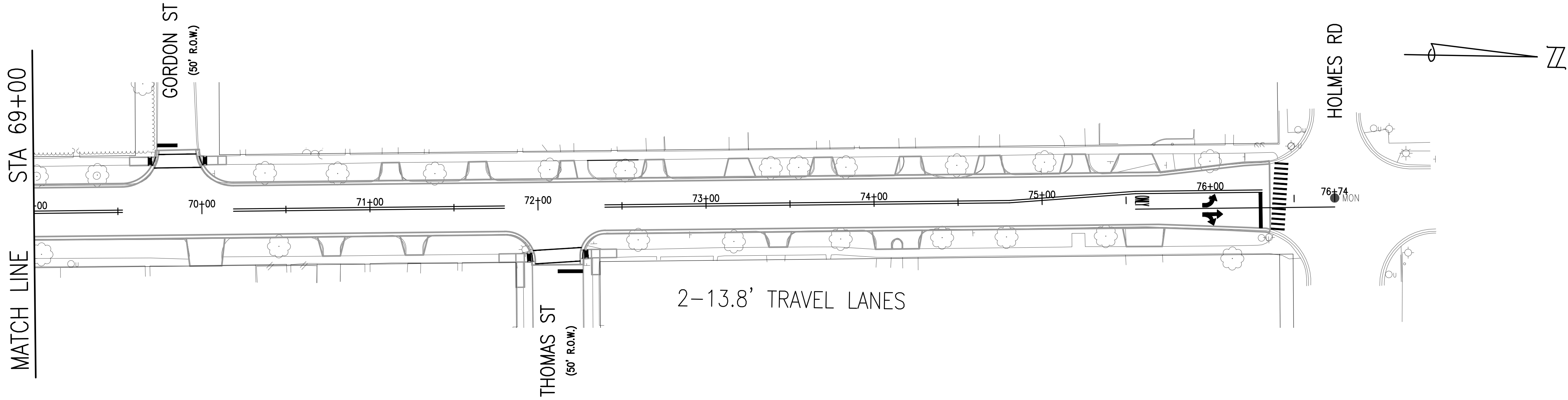
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2-13.8' TRAVEL LANES

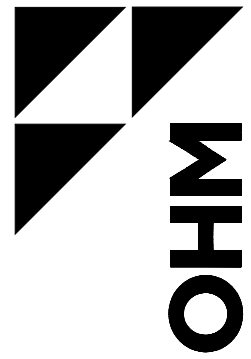
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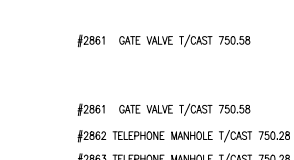
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ADJ-#3048 STORM MANHOLE T/CAST 751.2

 PROP Sidewalk, Conc, 8 inch

 PROP Sidewalk Ramp, Conc, 8 inch

LIGHT POLE-METAL W/CONC BASE



**Know what's below.
Call before you dig.**

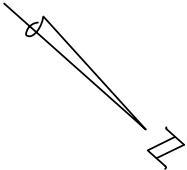
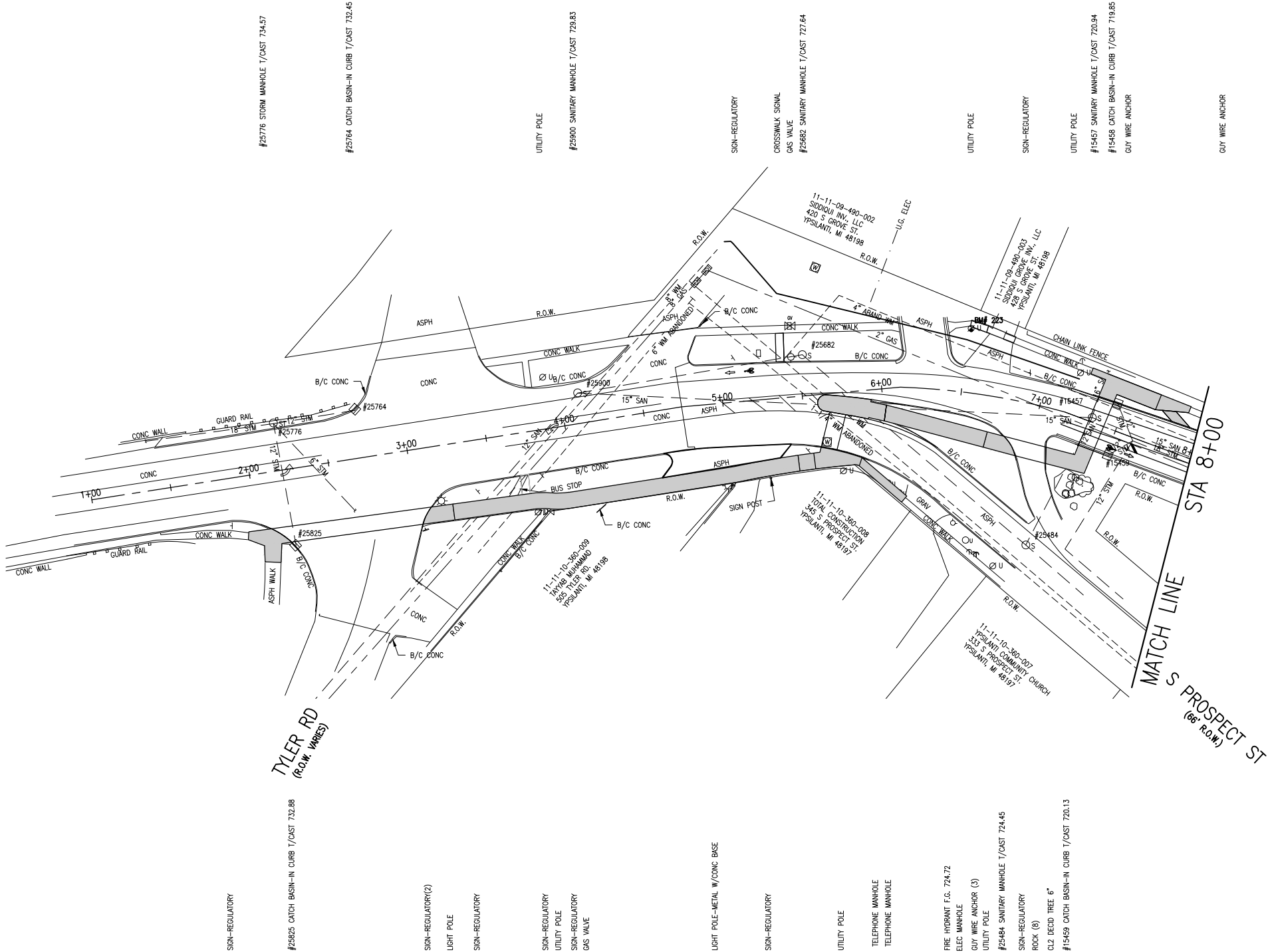
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CORNER OF S GROVE & SPRING ST
ELEV 705.73

JOB BENCHMARK #223
SET TIE E OF U.P. W OF S GROVE 1ST
POLE E OF BLD #426 GROVE
ELEV 726.41

TRAVERSE POINT #123
N 267937.59
E 13330455.93 ELEV 727.20

TRAVERSE POINT #124
N 267741.27
E 13330605.20 ELEV 734.05



B2B TRAIL NON-MOTORIZED LINKS
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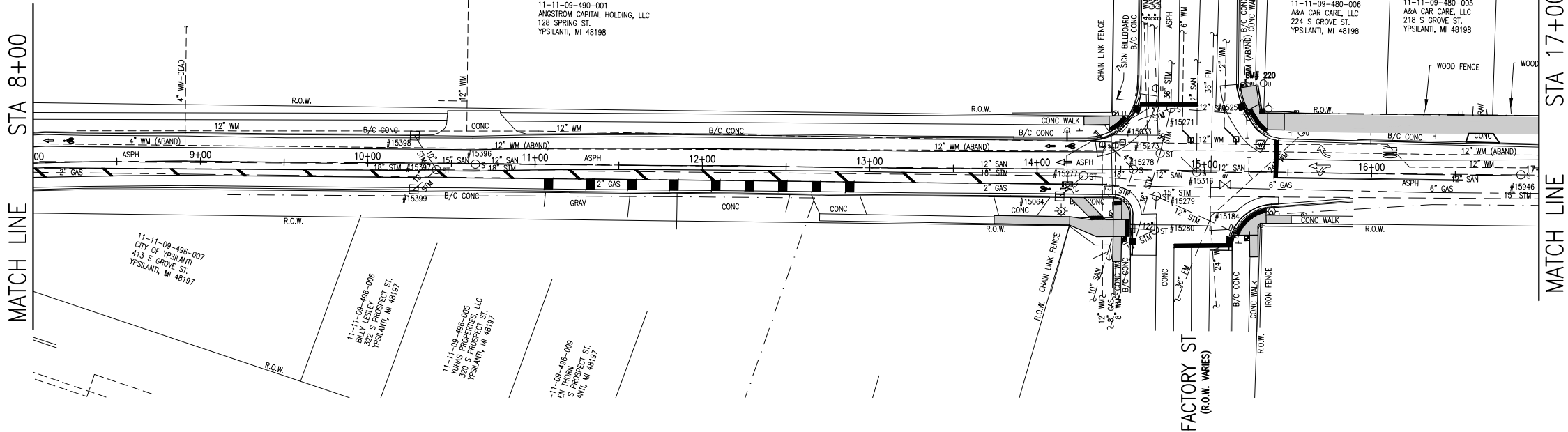
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TRAVERSE POINT #122 N 268655.82 E 13330171.72	ELEV 705.82

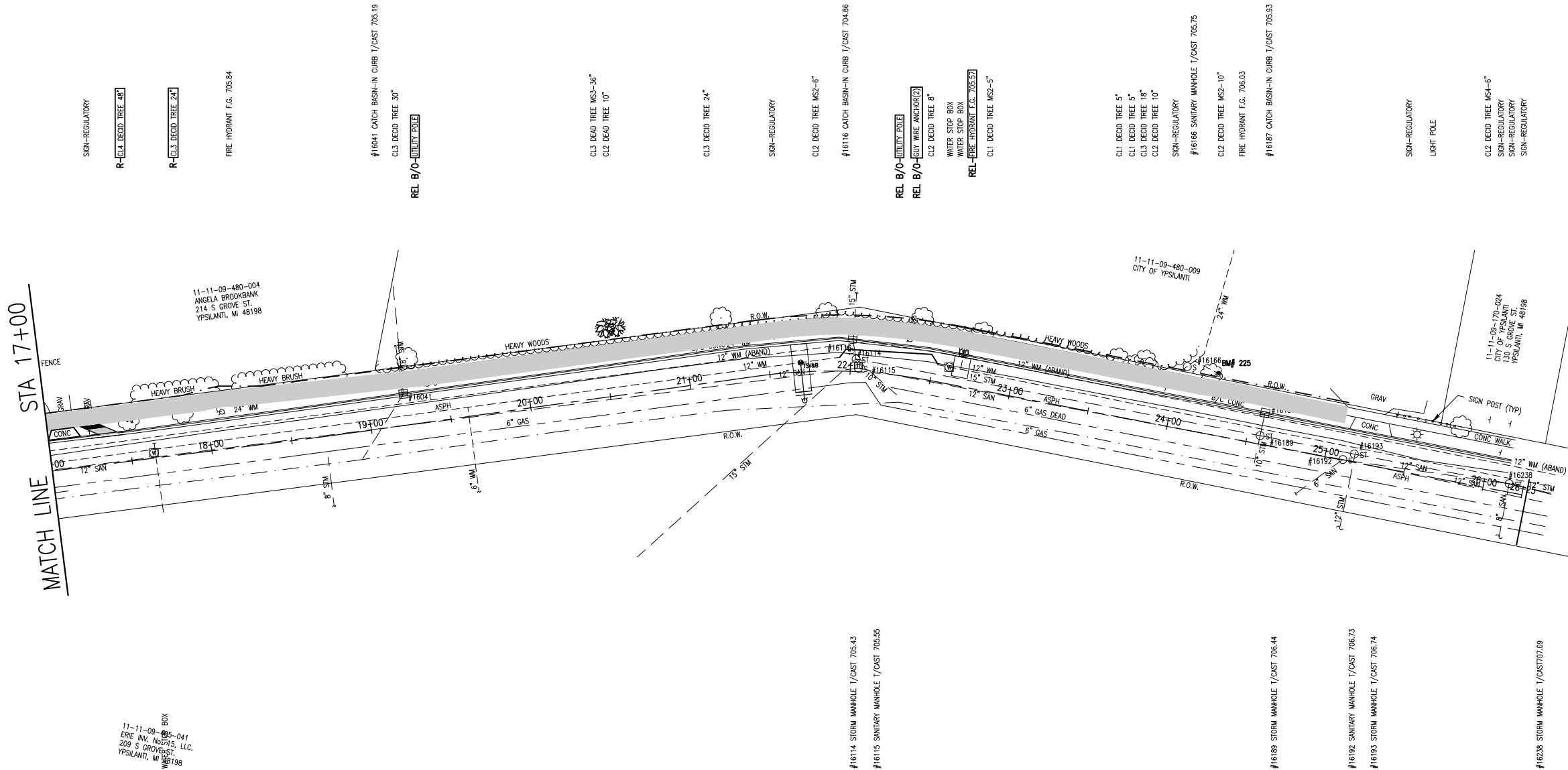


GROVE STREET
(66' R.O.W.)



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JOB BENCHMARK #220 SET TIE IN S.E. SIDE OF U.P. @ N.W. CRNR OF S GROVE & SPRING ST ELEV 705.73	
JOB BENCHMARK #225 ARW ON HYD W SIDE OF S GROVE ACR ST FROM HSE #141 ELEV 707.93	
TRAVERSE POINT #121 N 269030.57 E 13330081.16 ELEV 705.88	
TRAVERSE POINT #125 N 269452.67 E 13329930.99 ELEV 705.87	



Know what's below.
Call before you dig.

B2B TRAIL NON-MOTORIZED LINKS

CONSTRUCTION PLAN
STA 17+00 TO P.O.E STA

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