1. PC Packet - September

    Documents:

    01-19 SEPT 2018 AGENDA.PDF
    8-15-18 DRAFT PLANNING MEETING MINUTES.PDF
    445SHURON.PDF
    NMAC MEETING MINUTES - AUGUST 2018.PDF
    2018-09 PC REGULAR MEETING_PACKET.PDF

Agenda
Planning Commission
Wednesday, 19 September 2018 – 7:00 P.M.
City Hall-Council Chambers, 1 S Huron St
Ypsilanti, MI 48197

I. Call to Order

II. Roll Call

Matt Dunwoodie, Chair	P	A
Jared Talaga, Vice-Chair	P	A
Toi Dennis	P	A
Jessica Donnelly	P	A
Phil Hollifield	P	A
Heidi Jugenitz	P	A
Jelani McGadney	P	A
Michael Simmons	P	A

III. Approval of Minutes

- August 15, 2018

IV. Audience Participation

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

V. Presentations and Public Hearing Items

- 445 S Huron
  Public Hearing: Special Use and Site Plan

VI. Old Business

- 307 N River: Site plan review
  Tabled from 7/18/2018 – to remain on table
- Medical Marijuana Provisioning Centers: Increase in Buffer
  Tabled from 3/21/2018 – to remain on table

VII. New Business

- None

VIII. Future Business Discussion / Updates

IX. Committee Reports

- Non-motorized Committee Report
- Master Plan: Housing Affordability and Access subcommittee report

X. Adjournment

PLANNING COMMISSION
MEETING MINUTES
AUGUST 15, 2018
CITY COUNCIL CHAMBERS
7:00 P.M.

I. CALL TO ORDER

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

II. ROLL CALL

Present: M. Dunwoodie, J. Talaga, P. Hollifield, H. Jugenitz, J. McGadney, M. Simmons

Absent: T. Dennis (excused)

Staff: Bonnie Wessler, City Planner
Cynthia Kochanek, Preservation Planner

III. APPROVAL OF MINUTES

Commissioner Hollifield moved to approve the minutes of July 18, 2018 (Support: J. Talaga) and the motion carried unanimously.

IV. AUDIENCE PARTICIPATION

None

V. PRESENTATION AND PUBLIC HEARING ITEMS

1. 11 N Normal – Special Use and Site Plan

Staff report was presented by B. Wessler, City Planner, who stated that this is a request for approval of a five unit dwelling. In 1971, property became 4 "student rooms," 3 efficiency apartments, one 1-bedroom apartment; this was accepted as legal nonconforming in the 1980s. In 2017 an inspection based on a tenant complaint showed four dwelling units: three apartments and one seven-bedroom roominghouse. The current owner is seeking a Special Use Permit to bring the building into compliance with a five dwelling units: 3 efficiency and 1 four bedroom.

Because this is a converted house, it does not meet the requirement for 8 parking spaces. With the use of discounts, only 4 are required. We are asking the Commission to grant waiver for 1 space. Due to the location, there is no value added by requiring all 8 spaces. Staff recommended Planning Commission approve the special use permit with finding, waiver, and conditions.

DRAFT

Chair Dunwoodie pointed out that the numbering is off in the conditions on the staff review.

Commissioner Jugenitz moved to open the public portion of the hearing (Support: M. Simmons) and the motion carried unanimously.

Roberta Wojik-Andrews, 7 N Normal– 11 N Normal has been a continuing issue since she moved in in 2000. She does not have confidence in the new owners. Her main concern is the condition of the exterior and brought photos of the property. The property has been neglected since 2000; the roof is in bad condition. It is a great neighborhood and could be a great house. She wants to see the roof repaired, but is concerned that the building department cannot do anything if they do not see a leak. She is concerned that the building still received a certificate of compliance with the roof in that condition. The building also does not have gutters.

Regarding the upstairs unit, she requested that the 4 bedroom be limited to a 3 bedroom to allow for a living room. Otherwise it is effectively a roominghouse. There is a serious problem with the front porch because it acts as a "living room" because the residents do not have space inside. Front porches amplifies the sound. There is a large picture window that is part of an efficiency apartment and it is the only window for the apartment. This was the only unit that was not in very poor condition. She stated that a she knew a former tenant of the room; the tenant felt trapped like she could not open her window or blinds because there were always strangers on the porch. She suggested having a trellis or something else to prevent them from congregating on the porch. She hopes that it will be fixed, taken care of, and painted not just primed. She has mostly just seen people with hand tools working on the house. She also noted that the house was owned by Charles Kettles who received a Medal of Honor and it deserves respect.

Ian Greenlee – spoke on behalf of the applicant. He has a four man crew and has 250 apartments in the area. They have a list of things to get done to bring it up to rental status. They have started painting, and plan for a new roof, new flashing, new fixtures, new interior paint, and new carpet. Inspection coming up soon.

Commissioner Simmons moved to close the public portion of the hearing (Support: J. McGadney) and the motion carried unanimously.

Commissioner Jugenitz asked staff if the four bedroom could be used a roominghouse. Staff stated it would have to be rented not as a roominghouse. Jugenitz asked if there tools that the city could use to ensure against an improper use. Staff responded that rental inspections and neighbor complaints are the main ways; a living room could be required as part of the special use conditions. Chair Dunwoodie noted that many of these complaints are more for the building department. Staff noted the building department is involved in the process and will deal with some of the concerns brought up by the neighbor, but not all. The commission discussed the possibly of requiring a living room as part of the conditions for a special use as well as definitions of a roominghouse and family. A living room could be a bedroom by definition. The commission also discussed the possibility of an alternative outdoor space. The commission did not have a problem with waiving the parking requirement. Commissioner Hollifield asked for clarification about the apartment layout. Staff passed around a delineated copy of the sketch floor plan.

After further discussion, Commissioner Jugenitz moved the Planning Commission conditionally approve the Special Use Permit for the SS Minnow Johnson at 11 N. Summit with the following finding and conditions:

Findings: The application is substantially in compliance with Sec122-324(b).

Conditions:

1. Special use approval shall be subject to approval of the site plan. Applicant will acquire a full rental Certificate of Compliance within 6 months; this deadline may be extended once for up to six months by the Building Official if good cause shown.
2. Living quarters (shared living room) will be provided in the upper apartment.

The motion was not supported. Motion failed.

Commission McGadney moved that the Planning Commission conditionally approve the Special Use Permit for the SS Minnow Johnson at 11 N. Summit with the following findings and conditions:

Findings: The application is substantially in compliance with Sec. 122-324(b).

Conditions: Special use approval shall be subject to approval of the site plan. Applicant to acquire a full rental Certificate of Compliance within 6 months; this deadline may be extended once for up to six months by the Building Official for good cause shown.

The motion was supported by Commissioner Talaga. A roll call vote was taken with a vote of 3:3. Commissioners Dunwoodie, Jugenitz, and Simmons opposed. Motion failed.

Commissioner McGadney asked Commissioner Simmons why he opposed. Commissioner Simmons had concerns about the 4 bed unit effectively becoming a roominghouse.

Motion for a revote by Commissioner Hollifield (Support: J. Talaga). Commissioners Dunwoodie, Jugenitz, Simmons opposed. Motion failed again.

The commission discussed further about a shared living space with the possibility of having an exterior gathering area. Commissioner Jugenitz stated that a living room is a reasonable accommodation to get a Special Use Permit. Chair Dunwoodie thought this special use permit will add value to the neighborhood and the building.

Commission Talaga moved that the Planning Commission conditionally approve the Special Use Permit for the SS Minnow Johnson at 11 N. Summit with the following findings and conditions:

Findings: The application is substantially in compliance with Sec. 122-324(b).

Conditions: Special use approval shall be subject to approval of the site plan. Applicant to acquire a full rental Certificate of Compliance within 6 months; this deadline may

be extended once for up to six months by the Building Official for good cause shown.

The motion was supported by Commissioner Hollifield. A roll call vote was taken with a vote of 4:2. Commissioners Jugenitz, Simmons opposed. Motion carried.

Commissioner Talaga moved that the Planning Commission approve the site plan for SS Minnow Johnson at 11 N Normal with the following finding, waiver and conditions:

Finding: The applicant substantially complies with Sec. 122-310.

Waiver: Applicant is requesting a waiver from Sec. 122-691 for 20% of the parking requirement under Sec. 122-692 due to the location of the site in a walkable neighborhood near transit, with access to on-street parking.

Conditions:

1. Applicant to submit parking plan, including:
    a. Clear and durable delineation of graveled parking area from remainder of lawn
    b. Barrier free space
    c. Location of mirror allowing incoming and outgoing traffic visibility, due to narrowness of drive
    d. Bicycle parking
    e. Proposed clear, paved, path of travel for pedestrians from sidewalk to each entrance.
2. Provide screening to the west.
3. Repair sidewalk and driveway apron.
4. Submit lighting cut sheets and lighting plan for staff review.
5. Build an enclosure for refuse area and submit a refuse removal plan.
6. Plant two street trees.

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

2. 2 N Normal – Special Use and Site Plan.

B. Wessler, City Planner, gave a brief presentation about the existing three unit, legal nonconforming. There was a fire on the property earlier in the year causing extensive damage. The owners are interested in expanding the second story by 200 sq. ft. over an existing first story addition. Since nonconformities cannot be expanded, they are seeking a special use permit for the expansion. Staff reviewed the sketch plan and recommended approval of the special use conditional to approval of the site plan with findings, conditions, and variances. Applicant also to seek a variance for the one parking space, as the property is required to have five.

Vincent Zhang, 800 Cliffs Dr - owner of building. He stated that the letter that was sent out stated that the building would be expanded to 4 units, but it is going to stay 3 units. Before the fire he spent $60,000 renovating the two upstairs units and main floor. The balcony has been persistent issue because it was mainly used as trash storage and for smoking. Investigators

think the April fire was possibly caused from smoking. Owner wants to enclose the balcony, expanding the living space by 200 sq. ft. and combine the kitchen and living space into one area. He is not increasing bedrooms and plans to keep the same tenants that have lived there for ten years and is not adding any additional people. He is just trying to improve the space.

Commissioner Jugenitz moved to open the public portion of the hearing (Support: M. Simmons) and the motion carried unanimously.

Roberta Wojik-Andrews—7 N Normal. She thinks the new owners have improved the building and are taking good care of it. She supported the project.

Staff noted that there is a letter enclosed on the topic. There was also a letter with 11 N Normal.

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

Chair Dunwoodie noted that since they are not introducing any additional units and are taking a shared outdoor space and insulating it from the neighbors, making it quieter, safer, and less messy he is inclined to approve with staff conditions. Given the location, parking does not seem to be a great concern.

Commission Talaga moved that the Planning Commission approve the Special Use Permit for the 3 units as shown for the 2 N Normal 2nd floor expansion project with the following finding and condition:

Findings: The application is substantially in compliance with §122-324(b).

Conditions: Special use approval shall be subject to approval of the site plan.

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

Commissioner Jugenitz moved that the Planning Commission approve the site plan for the 3 units as shown for the 2 N Normal 2nd floor expansion project with the following finding, and conditions:

Finding: The application is substantially in compliance with §122-310.

Conditions:

1. Applicant to construct a trash can corral to contain and screen trash cans from the ROW.
2. Provide one bike parking hoop.
3. Update lighting and provide cut sheets for staff approval.
4. Add one small tree to the Congress frontage.
5. Remedy the weedy growth and keep the landscaping in a well-maintained condition.
6. Review adjoining sidewalks; repair any broken, heavily spalled, or heaved sections.
7. Seek a variance for parking.

DRAFT

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

3. 539-569 S Huron — Special Use and Site Plan

Staff report was presented by C. Kochanek, Preservation Planner, about the special use and site plan request for a parking lot as the principal use of a parcel. In June, planning commission conditionally approved a special use for the existing site plan and expansion for the medical marijuana dispensary. The applicant was advised by staff during the previous meeting to seek a special use for a parking lot as a principal use to the northeast of the new building, in the "parcel 1" area of the site. The applicant argues that the additional parking is needed for the larger building in order to accommodate the additional customers and employees and to be a "good neighbor". Staff is recommending conditional approval for the special use and site plan with conditions.

Commissioner Talaga asked if these parking spaces are taken into account in terms of the other parking. Staff advised that they treated the parking lot as a primary, separate use with additional requirements triggered. Commissioner Simmons asked about a buffer on the east side. Staff advised that there is a required setback, but the adjacent property to the east is the same zoning. They could require conflicting land use screening because the adjacent lot is vacant.

Dennis Cowan, Plunkett Cooney, on behalf of applicant, also present—the original site plan only allowed 120% (48 spaces) of required parking. They are seeking a special use because it is a very active business and they will require additional parking. There is a lot of traffic and not enough parking. They are anticipating have 15-25 employees on sight to deal with administrative documentation, taxes, and record keeping. They accept all 11 conditions and are proposing these additional spaces to be good neighbors and prevent people from parking in the neighborhood. They plan to minimize the look of a parking lot. It is an odd shaped lot so it is unlikely that it will look like a sea of parking.

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

Larry Simmons, 128 Bell – has a few concerns. There is no fencing around an existing hole on site creating a safety hazard. Traffic is still a concern: visibility, speed, volume, and parking. There is also an odor coming from the site, especially after it rains. He is concerned about the lack of oversight during the construction process. They need speed bumps and a way to prevent customers from entering the neighborhood.

Bryan Foley, 425 Ainsworth – There is a large hole that needs fencing and adequate lighting. With traffic coming off of I-94, there is a need to reduce high speeds. There is an issue with closing streets for emergency vehicles and school busses. There are lots of vehicles that park up and down Bell Street to go to the Patient Station. He asked the planning commission to walk around the neighborhood and talk to the neighborhood.

Cherissa Lamarr, 123 Bell—had a lot of concerns since before the last special use was approved. She anticipated many of these issues. Bell Kramer is a small, delicate neighborhood

and every change greatly impacts the area. Both entrances to the neighborhood are needed. There are already issues getting out of the neighborhood in winter due to the snow. Buses, emergency vehicles, and public transportation all need to use these entrances. Although this business does bring in a few jobs, and helps reputable people who need these services, it also attracts negative visitation. She lives in the middle of the neighborhood and does not feel safe going to her home and it has affected her peace of mind. The area is not well lit and the activity is constant. They feel like they have to fight for everything and that these things should have been considered before this. They are not opposed to speed bumps. There are bushes obstructing traffic visibility that have not been addressed for a long time.

William Simmons- stated that he is not against progress but requested that Planning Commission go to the neighborhood. People are being negatively affected. He stated that things are changing in the neighborhood.

Jay- Program Manager of Metro General Contractors – spoke to address some of the residents' concerns. The soil is not hazardous soil and he can forward test results. There is fencing around the job site and additional fencing can be added. There is soil erosion, sediment controls in process. They are taking measures to make the construction site safe.

Larry Simmons- Stated that there is no proper fencing on the area.

Jay - showed cell phone image of the fencing. They can add more fencing on the other side of the site.

Commissioner McGadney asked Jay if they talked to the residents. They spoke at a town hall meeting in the beginning of June. Residents wanted to put in speed bumps and that still has to be addressed.

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

Chair Dunwoodie asked to project the site plan. He also asked staff about the level of engineering oversight for active construction projects within the city. Staff responded that for site clearance all that is needed is the soil erosion permit. No furtherance of the site plan should happen before the approvals are final. During active construction, OHM provides construction oversight for excavation, storm, concrete, paving, etc. If site work is being completed beyond site clearing that is not permitted.

Chair Dunwoodie asked to project lighting plan and that plans was discussed. Commissioner Simmons pointed out that the residents are concerned about current lighting during construction. Dunwoodie asked staff about construction lighting requirements. These are unknown. Commissioner Simmons said there is no fencing between the neighborhood and the site.

The applicant clarified that the new road is only for construction. The rest of the fence could not be put up while they were putting in the road; the fence will be put up before the weekend. Stated that there is no construction happening, they had to remove dirt and the trees on site. There is also 24/7 security on site including the construction site.

The commission discussed traffic and access concerns as well and enforcement of the final site plan. Commissioner Hollifield wanted screening to the south along the back of the proposed building; however, that is out of this review. Commissioner Simmons proposed adding a condition to provide screening to the east of the proposed northern lot.

Chair Dunwoodie stated that this is a lot more parking than they would normally approve, but is okay with it if it will alleviate some of the parking and neighborhood issues. Chair Dunwoodie thanked the public for their willingness and patience to help figure out a solution that works for everyone. Commissioner McGadney added that they don't want people upset and that he wants to ensure that communication remains open.

Commissioner Simmons moved that the Planning Commission conditionally approve the Special Use Permit for the Patient Station New Building-Parking Lot at 539-569 S Huron with the following finding and conditions:

Finding: The application is substantially in compliance with §122-324(b).

Conditions:

1. Special use approval shall be subject to approval of site plan.
2. The applicant to provide a back-up plan for use of the extra parking if it ends up underutilized for staff review.

Commissioner Jugenitz supported the motion. A roll call vote was taken and motion carried unanimously.

Commissioner Simmons moved that the Planning Commission conditionally approve the Site Plan for the Patient Station New Build-Parking Lot at 539-569 S. Huron St. with the following finding and conditions:

Finding: The application substantially complies with §122-300.

Conditions:

1. Applicant to provide 5 additional bike spaces in the northern lot, half of which must be provided year-round.
2. Applicant to provide 4 barrier-free spaces in the northern lot.
3. Applicant to provide 9' x 18' parking spaces or move the landscaping on the north side of the lot 5' or more from the curb.
4. Applicant to provide a 5' walkway from parking lot to the sidewalk and a raised/marked crosswalks within parking lot for access to building and parking lot to the south.
5. Applicant to reduce the internal access point to the northern lot to 30' or less.
6. Applicant to increase the setback from the adjacent easterly lot to the required 10'.
7. Applicant to provide an additional tree internal to the parking lot.
8. Applicant to provide a curbed island at the east end of the internal parking spaces.
9. Applicant to install a 3'-4' screen of 80% opacity where the parking lot is visible from ROW.
10. Applicant to provide a sidewalk along the northern property line.

DRAFT

11. Applicant to adjust the lighting foot-candles in the north lot to meet the zoning requirements and resubmit lighting plan for staff review.
12. Applicant to provide street trees, for administrative review
13. Applicant to provide landscaping maintenance plan, for administrative review.
14. Applicant to provide visual buffer of at least 80% opacity and 6' height on property line to the east.

Commissioner Talaga supported the motion. A roll call vote was taken and the motion carried unanimously.

VI. OLD BUSINESS

1. 307 N River – Site Plan Review.

No action – will continue to table.

2. Medical Marijuana Provisioning Centers: Increase in buffer

No action – will continue to table.

VII. NEW BUSINESS- none

VIII. FUTURE BUSINESS DISCUSSION/UPDATES

1. 445 S. Huron
2. Parking requirements
3. Additional materials received during meeting – staff to urge applicants and public commenters to submit all materials prior to the meeting to allow other audience members to view them.

IX. COMMITTEE REPORTS

1. Non-motorized Committee Report

Did not meet in July. Commissioner Talaga stated that they are updating the non-motorized plan. They plan to have a draft before September. They are looking for another member and asked if anyone else on the board would be willing to commit.

2. Master Plan – Housing Affordability/Access subcommittee report

Commissioner Talaga expressed interest to be on the Housing Affordability Committee. Next meeting is on Tuesday, August 21.

X. ADJOURNMENT

Since there was no further business, Commissioner Hollifield moved to adjourn the meeting (Support: M. Simmons) and the motion carried unanimously. The meeting adjourned at 9:17 pm.

DRAFT

Agenda
Planning Commission
Wednesday, 19 September 2018 – 7:00 P.M.
City Hall-Council Chambers, 1 S Huron St
Ypsilanti, MI 48197

V. Presentations and Public Hearing Items

- 445 S Huron
  Public Hearing: Special Use and Site Plan

City of Ypsilanti

Community & Economic Development Department

September 2018

Staff Review of Special Use Application
RP Fuels Alcohol Sales
445 S Huron St

GENERAL INFORMATION

Applicant:	445 Huron, LLC
Project:	RP Fuels
Application Date:	June 7, 2018
Location:	North-east corner of Spring/Harriet and Huron
Zoning:	Neighborhood Corridor
Action Requested:	Special Use Permit approval for "food store less than 15,000 sf with sales of alcohol"
Staff Recommendation:	Denial

PROJECT AND SITE DESCRIPTION

445 S Huron is currently a gas station, RP Fuels, with a small convenience retail shop. The current owner purchased in 2016, and it began operating in 2017. Prior to that, it had been off-and-on vacant for some time. It was initially constructed in 1971 as a filling station with three auto repair bays. In 1992 and again in 1998 there were confirmed releases of gasoline from the site, the latter being from a leaking underground storage tank.

The property is zoned NC, Neighborhood Corridor. This allows for Automobile Filling Station (without repair) as a special use; it also allows for retail stores and food stores by right. The City requires a special use permit be sought when the sale of alcohol is proposed in a building less than 15,000 square feet.

Figure 1: Subject Site Location

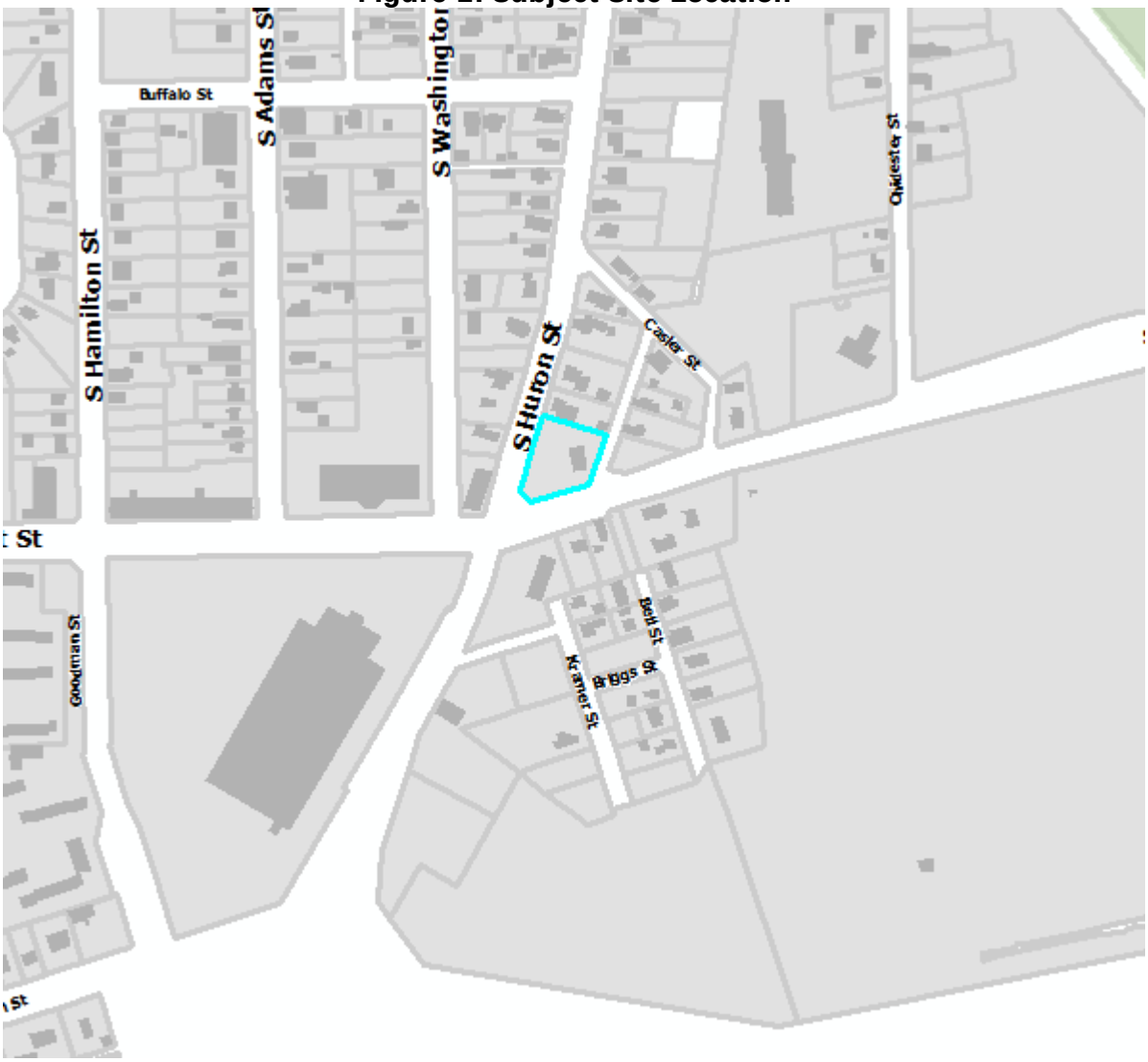


Figure 2: Site Aerial (2010)

Figure 3: photograph of site (2016 google street view)

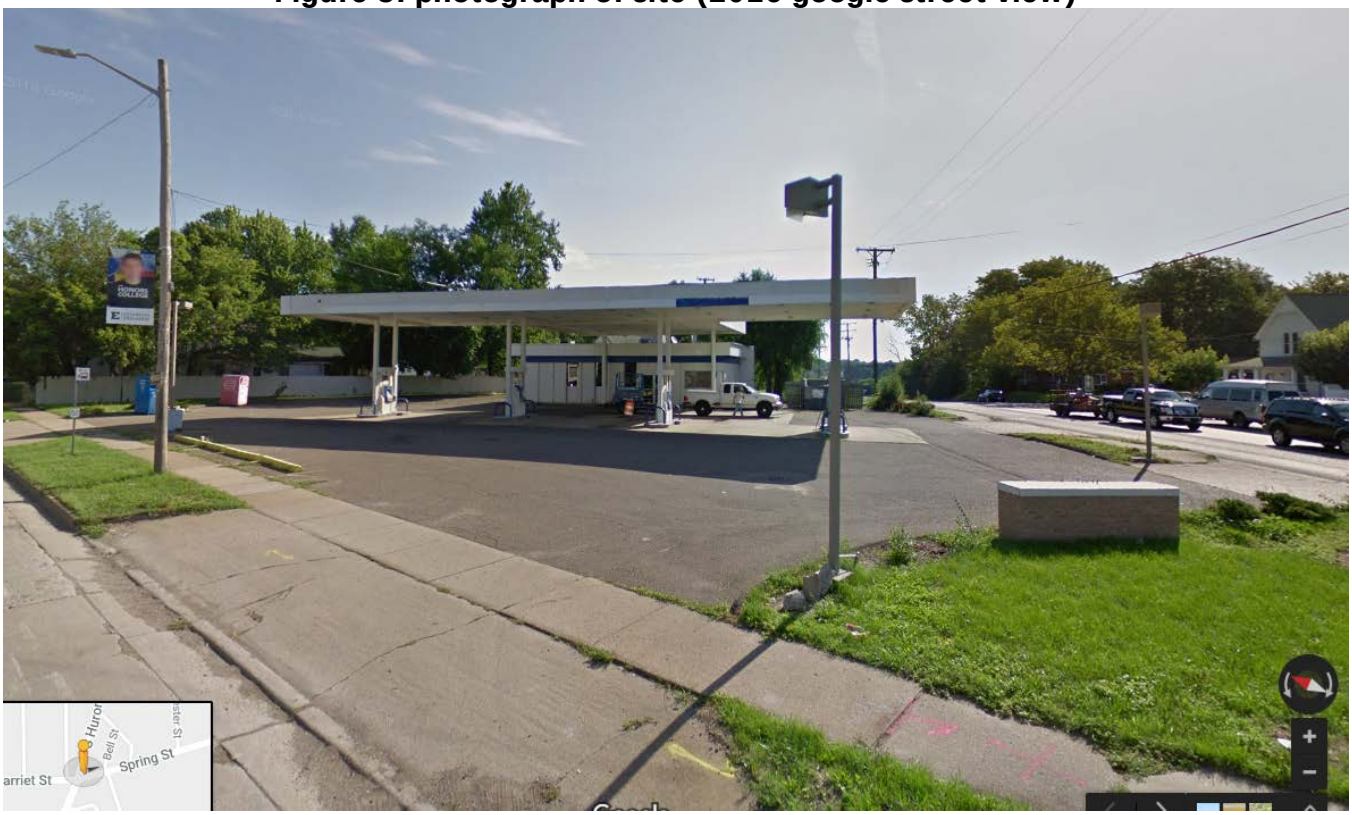


Figure 4: Photographs of site (Current)

09/14/2018

09/14/2018

CITGO
RP FUEL
Cash
Credit
Diesel
09/14/2018

3 PACK
09/14/2018

RP FUEL
RP FUEL
09/14/2018

09/14/2018

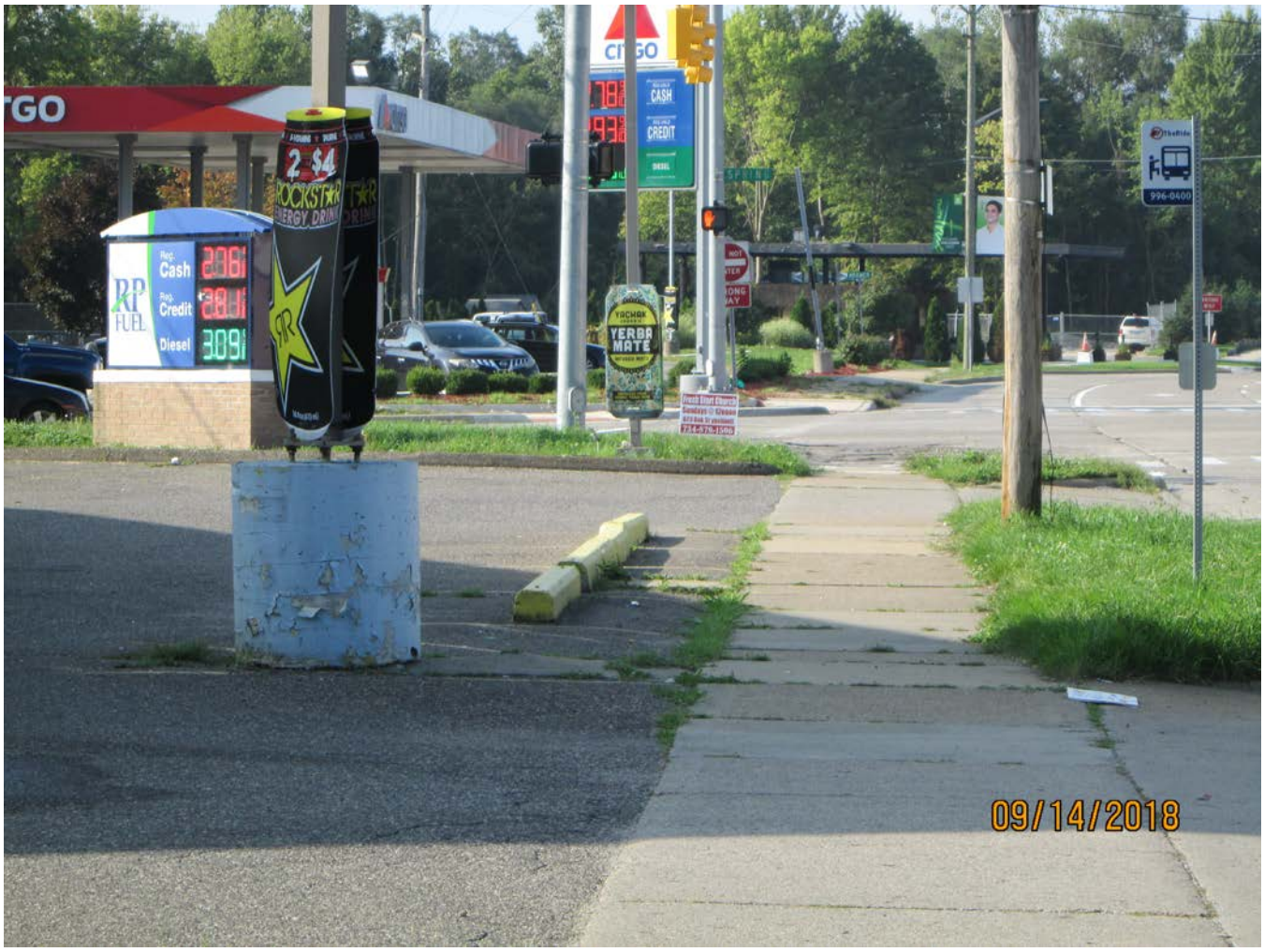
RP
FUEL
Cash
Credit
Diesel
09/14/2018

09/14/2018

RP FUEL
LOTTO
LOTTERY
ATM
09/14/2018

CITGO
QUIK MART
Reg. Cash
Reg. Credit
Diesel
RP FUEL
POLICE
09/14/2018

09/14/2018


2 $4
ROCKSTAR
ENERGY DRINK
Reg. Cash
Reg. Credit
Diesel
RP FUEL
YERBA MATE
CASH
CREDIT
09/14/2018

09/14/2018

Figure 5: Land Use and Zoning of Surrounding Area

	LAND USE	ZONING
NORTH	Single-family homes	CN-Mid
EAST	Multifamily homes	NC, CN-Mid
SOUTH	Gas Station; single and multifamily homes	NC, CN-Mid
WEST	Party store, single and multifamily homes	NC (direct); CN-Mid (north-west)

SPECIAL USE: CRITERIA AND REVIEW §122-324(b)

(1) The proposed use conforms with all the provisions and requirements of this chapter, including site plan or sketch plan review standards, as applicable, and the applicable site development standards for the specific use, as well as the spirit and intent of this chapter and the Master Plan. The location, scale, and intensity of the proposed use shall be compatible with adjacent uses and the zoning of the land. Height, location and size of buildings shall be compatible with uses and buildings on adjacent properties. The intensity of the proposed use, such as volume, frequency and times of operation, and its compatibility shall be considered. If nonconformities are present, all reasonable effort has been made to eliminate them.

COMMENTS: The scale of the existing building is slightly small for the neighborhood, and the use is relatively intense, due to traffic level. However, the business currently does not generate traffic so much as benefit from traffic that is already existing, as South Huron is an MDOT trunkline that carries several thousand vehicles per day. The addition of alcohol sales would make this more of a "destination" business, and potentially attract additional traffic. The building is legal nonconforming in the NC district due to its setback, orientation to the street, and profusion of curbcuts. The use is legal nonconforming as new filling stations are required to obtain a Special Use permit, which was not a requirement at the time this was initially constructed. No changes to the site are proposed.

(2) The proposed use shall promote the use of land in a socially and economically sustainable manner and shall not be detrimental, hazardous, or disturbing to existing or future neighboring uses, persons, property or public welfare. Noise, odor, smoke and potential contamination of air, soil and water and its potential effect on neighboring uses, persons and property, as well as public welfare, shall be considered.

COMMENTS: At this same intersection is another party store, Joe's; and another gas station, Citgo, which does not have a liquor license but was the site of a murder earlier this year and another in 2015. The gas station is directly adjacent to Census Tract 4106, which has been recently designated an Opportunity Zone by the federal government. Opportunity Zones are distressed areas with poverty rates in excess of 20%. Staff does not consider introducing a new stigmatized use selling recreational goods to a high-profile location adjacent to an area of concentrated poverty to be beneficial to the public welfare.

(3) The proposed special land use shall be designed, constructed, operated and maintained to assure long-term compatibility with surrounding land uses. Consideration shall be given to the placement, bulk, and height of structures; materials used in construction; location and screening of parking areas, driveways, outdoor storage areas, outdoor activity areas, and mechanical equipment; nature of landscaping and fencing; and hours of operation.

COMMENTS: The applicant has not proposed any changes to the appearance of the structure, nor to the overall landscaping and layout of the site. This is discussed further in the limited site plan review, below.

(4) The proposed special land use shall not present unreasonable adverse impacts on the transportation system. Consideration shall be given to the estimated pedestrian, bicycle and vehicular traffic generated by such use, access to transit, proximity to major thoroughfares, proximity to intersections, required vehicular turning movements, and provisions for pedestrian and bicycle traffic.

COMMENTS: Both Huron and Harriet/Spring/Factory are roads that are designed for a high volume of traffic, and as currently designed can handle well in excess of any potential increase brought about by additional business. However, the layout of the site is challenging, due in part to the angle at which Spring and Huron intersect. Both the southernmost (on Huron) and westernmost (on Harriet) curbcuts are located closer to the intersection than would be permitted under today's standards (no closer than 50'), and are thus nonconforming. The sidewalk along Spring is alongside the road, and the crossings over the curbcuts are not a level grade as now required by the ADA. There is no sidewalk along Bell, at the rear; however, there are no sidewalks at all along Bell as the road occupies almost the entirety of the right-of-way.

(5) The proposed use shall not create additional requirements at public cost for public facilities and services that will be detrimental to the economic sustainability of the community.

COMMENTS: This office has not seen an unusually high number of complaints for a gas station, at this location under this ownership, as it has seen with both the gas station to the south and the party store to the west. It is, however, difficult to predict future conditions.

CONDITIONS OF APPROVAL §122-326

"Reasonable conditions may be required in conjunction with an approval. The conditions may include conditions necessary to ensure that public services and facilities affected by a proposed land use or activity will be capable of accommodating increased service and facility loads caused by the land use or activity, to conserve natural resources and energy, to ensure compatibility with adjacent uses of land, and to promote the use of land in a socially and economically desirable manner. Conditions imposed must do all of the following:

(1) Be designed to protect natural resources, the health, safety, and welfare, as well as the social and economic well-being.

(2) Be related to the valid exercise of police power and purposes which are affected by the proposed use or activity.

(3) Be necessary to meet the intent and purposes of this chapter, be related to standards established in this chapter, and be necessary to ensure compliance with those standards."

Items to be addressed: Due to the context of the site, given the concentration and visibility of stigmatized uses within an economically depressed area of the City, staff does not recommend approval of the Special Use Permit application at this time.

SITE PLAN: CRITERIA AND REVIEW §122-311

For zoning compliance reviews, or plans where a Special Use permit is required but no site changes will likely be needed, the applicant may, at the determination of the City Planner, submit a sketch plan for review in lieu of a full site plan per §122-126(19).

STANDING §122-311(a)

The applicant is legally eligible to apply for limited site plan review, and all required information has been provided.

REQUIREMENTS §122-311(b)

"The proposed site plan conforms with all the provisions and requirements, as well as the spirit and intent of this chapter and the Master Plan. The proposed development will meet all the regulations of the zoning district in which it is located."

The applicant is not proposing any changes to the building or lot, only interior to the building.

Items to be Addressed: *None.*

BUILDING LOCATION AND SITE ARRANGEMENT §122-311(c)

"All elements of the site plan shall be harmoniously and efficiently organized in relation to the character of the proposed use, the size and type of lot, the size and type of buildings, and the character of the adjoining property. The site shall be so developed as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this chapter."

The building is oriented towards Huron Street, set back approximately 80', and the pumps and canopy are between the building and Huron. The rear of the building is square to Bell with a setback of about 10-15', and is a blank wall. There is no screening to Bell. There is a 6' high solid white picket fence along the north property line, providing screening. The building is set back approximately 40' from Spring, and the dumpster enclosure is between the building and Spring within the street side yard.

Items to be Addressed: *None. The layout is existing legal nonconforming.*

SITE ACCESS, TRAFFIC, AND PARKING §122-311(d)

"With respect to vehicular and pedestrian circulation on the site, including walkways, interior drives, and parking; circulation shall to the extent possible create potential cross-and joint-access to adjacent parcels and the existing block layout. Special attention shall be given to the location, number and spacing of ingress and egress points; general interior circulation including turnaround areas; adequate provisions for delivery of services (trash removal, school buses, mail and parcel delivery); separation of pedestrian and vehicular traffic; avoidance of building corners next to access drives; identification of addresses; storage of plowed snow; and arrangement of parking areas that are safe and convenient, and insofar as practicable, do not detract from the design of the proposed buildings and structures, neighboring properties, pedestrian and bicyclist safety, access to transit and flow of traffic on adjacent streets. All buildings or groups of buildings shall be so arranged as to permit adequate access by emergency vehicles as required by the city building code."

Vehicle circulation on the site is challenging. It appears that the building was situated such that vehicles could pull all the way around the building; however, the area behind the building is now a cul-de-sac due to the placement of the dumpster enclosure to the south. There are parking spaces painted along the north property line, but the maneuvering space renders only about 7-8 of them usable, per the plans submitted. Parking is shown in the front yard, perpendicular to Huron, which is legal nonconforming. One barrier-free space is shown; no bicycle parking is shown. There is no off-street parking landscaping provided for the Huron frontage parking. There is no adequate overhang provided to prevent conflict with sidewalk users. There is no parking aisle-ends protecting the Huron parking. Note: only three parking spaces are required for this use, due to the reduction for proximity to transit permitted in 122-692. There is a maximum of 6 spaces permitted under 122-691. However, the amount of parking onsite (11 spaces) is considered legal nonconforming. Note also that on aerial photography and on site visits, people did not appear to be parking in the prescribed spaces. Reconfiguration may be required to align spaces with actual use patterns.

There are two curbcuts on each frontage. One on each side, those closest to the intersection, are considered legal nonconforming due to their proximity to the intersection. The sidewalk along the south side of the site is not compliant with ADA due to the slope at the drive approaches. There is no curbcut at Bell/Spring on either side of the intersection.

Items to be Addressed:

- Bicycle parking required in the amount of two spaces (one hoop) or one space per five vehicle spaces, whichever greater.
- Repair sidewalks along all frontages.
- Install sidewalk along Bell frontage or pay the required fee-in-lieu per 122-672.
- Landscaping screening required along Bell Street.

- Reconfigure the Huron parking to provide off-street parking landscaping screening, adequate distance between the parking and the sidewalk to prevent conflicts, and aisle-ends to prevent conflict with the parking spaces. Alternately, eliminate this parking.
- Consider removing the north-easternmost parking spaces and removing the asphalt from the north-east corner of the building and returning to a landscaped state.

SCREENING §122-311(h)

"The site plan shall provide reasonable visual and sound privacy for all dwelling units on or adjacent to the property. Fences, walks, barriers, and landscaping shall be used, as appropriate, for protection and enhancement of the property. All outdoor storage of materials, loading and unloading areas, and refuse containers shall be screened or located so as not to be a nuisance. Outdoor lighting shall be shielded so as to not adversely affect neighboring properties or traffic on adjacent streets."

Screening is required to the north and has been provided. Off-street parking landscaping/screening is required to the east and has not been provided; this is considered legal nonconforming. However, the applicant is required to restore the plant material shown in the c 1970 site plan.

The applicant has not provided the required number of street trees along the Bell, Spring, or Huron frontages under 122-636. Along Spring, adding such trees is impractical; however 5 would be required. Along Huron, perhaps one tree (of 6) could be planted. Along Bell, 4 would be required. Three are shown. Under 122-636(c), when planting a street tree is impractical due to limited planting area, the applicant may choose to either plant and maintain the required trees within the front yard, or provide a fee in lieu of planning in the amount of 100% of the materials and installation cost.

Items to be Addressed:

- Plant street trees along Huron, Bell, and Spring as required under 122-636, find an alternate location on the site for such trees, or provide a fee in lieu.
- Applicant to restore the landscaping to the east to the c 1970 site plan or conform to modern off-street parking landscaping standards.

OTHER DEPARTMENT AND AGENCY APPROVALS §122-311(j)

"Site plans shall conform to all applicable requirements of state and federal statutes, including health and pollution laws, fire or explosion hazards, toxic and hazardous materials, and barrier-free requirements. Site plan approval may be conditioned on the applicant receiving necessary county, state, or federal permits before a local building permit or occupancy permit is granted."

DEPARTMENT OF PUBLIC SERVICES

The applicant is responsible for obtaining permits from the Department of Public Services before beginning work on any portion of the City right-of-way, including sidewalks, curbs, and driveways on Bell or Spring. Such permits may be necessary to repair sidewalk in these areas or to plant street trees.

MICHIGAN DEPARTMENT OF TRANSPORTATION

The applicant is responsible for obtaining permits from the Michigan Department of Transportation before beginning work on any portion of the State right-of-way, including sidewalks, curbs, street trees, and driveways on South Huron.

MASTER PLAN CONSIDERATIONS §122-311(k)

"An objective of site plan review shall be to protect and promote public health, safety, sustainability and general welfare. It is also the intent of site plan review to improve the quality of existing developments as they are expanded, contracted, or redeveloped in keeping with sound site development standards of this chapter and city master plan."

Safety Comes First. As the liquor stores within the general neighborhood (Joe's Market, Beer Cooler) tend to generate a fair number of nuisance complaints, we do not anticipate that safety or the perception of safety will be improved.

Restore Harriet Street as the Main Street of adjacent neighborhoods (p 58). Addition of another alcohol sales location does not add to the diversity of businesses in the area, nor is a filling station with alcohol sales characteristic of "Main Street" &/or "downtown" type businesses.

STAFF RECOMMENDATIONS: SPECIAL USE

Staff recommends the Planning Commission deny the Special Use Permit for the RP Fuels Alcohol Sales with the following findings and conditions:

Findings:

- The application is substantially in compliance with §122-324(b).
- Existing nonconformities have not been eliminated.
- The proposed use does not promote the use of land in a socially and economically sustainable manner.
- Approval of the use would lead to a locally undesirable concentration of such uses.
- The proposed use does not align with the Master Plan goal of "Restore Harriet Street as the Main Street of adjacent neighborhoods."
- The proposed use may lead to increased public safety costs.

STAFF RECOMMENDATIONS: LIMITED SITE PLAN

Staff recommends the Planning Commission deny the Site Plan for the RP Fuels Alcohol Sales with the following findings and noted deficiencies:

Findings:

- The application substantially complies with §122-310.
- The site is legally nonconforming with regards to setbacks, curb cuts, and primary use.

Deficiencies

- Bicycle parking required in the amount of two spaces (one hoop) or one space per five vehicle spaces, whichever greater.
- Repair sidewalks along all frontages.
- Install sidewalk along Bell frontage or pay the required fee-in-lieu per 122-672.
- Install off-street parking screening along Bell Street or restore landscaping to 1970 site plan standards.
- Reconfigure the Huron parking to provide off-street parking landscaping screening, adequate distance between the parking and the sidewalk to prevent conflicts, and aisle-ends to prevent conflict with the parking spaces. Alternately, eliminate this parking.
- Consider reconfiguring entire parking layout to more closely align with observed patterns of parking.
- Consider removing the north-easternmost parking spaces and removing the asphalt from the north-east corner of the building and returning to a landscaped state.
- Plant street trees along Huron, Bell, and Spring as required under 122-636, find an alternate location on the site for such trees, or provide a fee in lieu.
- Applicant to restore the landscaping to the east to the 1970 site plan or conform to modern off-street parking landscaping standards.

Bonnie Wessler
City Planner, Community & Economic Development Department

City of Ypsilanti
Planning & Development Department

One South Huron • Ypsilanti, MI 48197
Phone: (734) 483-9646 • Fax: (734) 483-7260
www.cityofypsilanti.com

Non-refundable Planning Fee:
$300 special use
PLUS plan review fees-consult with staff

Engineering Fee:
If required: $500; additional fees may also be required

SPECIAL USE PERMIT APPLICATION

MUST BE SUBMITTED WITH SITE PLAN OR SKETCH PLAN APPLICATION

Applicant*

Name
445 Huron, LLC

Property

Name of project
RP Fuel
Current use:
Gas Station
Proposed use :
Gas station with Specially Designated Merchant (SDM) liquor license for sale of beer and wine to go.
Rationale for request:
Please see attached cover letter.

Signature

I hereby attest that the above information is accurate. I am authorized to and grant permission to the City of Ypsilanti staff to be on the subject property for the purposes of preparing staff reports and/or evaluating this application.

Signature:	Date: 6-7-18
Print Name: Raj Anghan, Managing Member of 445 Huron, LLC	

LAW OFFICES
ADKISON, NEED, ALLEN, & RENTROP
PROFESSIONAL LIMITED LIABILITY COMPANY

PHILLIP G. ADKISON
KELLY A. ALLEN
ROBERT M. GOLDMAN
JESSICA A. HALLMARK
GREGORY K. NEED
G. HANS RENTROP

39572 Woodward, Suite 222
Bloomfield Hills, Michigan 48304
Telephone (248) 540-7400
Facsimile (248) 540-7401
www.ANAfirm.com

OF COUNSEL:
KEVIN M. CHUDLER
SARAH J. GABIS
LINDA S. MAYER

July 27, 2018

Via Overnight and Electronic Mail

City of Ypsilanti
Planning and Development Department
One South Huron
Ypsilanti, Michigan 48197

Re: Special Use Permit Application Submitted by 445 Huron, LLC, Owner of RP Fuel Gas Station Located at 445 S. Huron Street, Ypsilanti, Michigan

Ladies and Gentlemen:

We represent 445 Huron, LLC, the owner of the RP Fuel gas station located at 445 S. Huron, in connection with its Special Use Permit Application to sell beer and wine for off-premises consumption. In connection therewith, enclosed please find the following:

1. Special Land Use Permit Application.
2. Check in the amount of $300 for the Special Land Use Permit Application fee.
3. Sketch Plan Review Application.
4. Four full-sized copies of the Sketch Plan.
5. One flash drive containing an electronic version of the Sketch Plan in PDF format.
6. Check in the Amount of $100 for the Sketch Plan Review Application fee.

The applicant, a family-owned company, purchased the gas station on March 29, 2016. Prior to that the gas station was closed for four years. Following the purchase, the applicant renovated and re-opened the gas station. Improvements included installation of additional lighting, upgrades to the security system, replacement of the fence on the property, and removal of clothing donation boxes located on the property to increase visibility, facilitate ingress and egress and improve the property's overall appearance.

The applicant's principals own eleven other gas stations in southeastern Michigan. Two of those hold active liquor licenses. Neither of them has received a liquor license violation from the Michigan Liquor Control Commission or the municipality in which it operates. Like many gas

station owners, the applicant is seeking approval to sell beer and wine at this location so that it can remain competitive in the market and offer its customers a full-service experience.

The proposed special land use meets the following approval standards, as set forth Section 122-324(b) of the City's Ordinance:

1. **The proposed use conforms with all the provisions and requirements of the zoning ordinance, including sketch plan review standards, as applicable, and the applicable site development standards for the specific use, as well as the spirit and intent of this chapter and the master plan. The location, scale, and intensity of the proposed use shall be compatible with adjacent uses and the zoning of the land. Height, location and size of buildings shall be compatible with uses and buildings on adjacent properties. The intensity of the proposed use, such as volume, frequency and times of operation, and its compatibility shall be considered. If nonconformities are present, all reasonable effort has been made to eliminate them.**

   RESPONSE: The proposed use conforms with all the provisions and requirements of the zoning ordinance, and the spirit and intent of the zoning ordinance and master plan. It is accompanied by a Sketch Plan Review Application. The applicant is proposing to sell beer and wine in connection with its existing gas station operation. The property will continue to be used primarily as a gas station and convenience store. The property is zoned Neighborhood Corridor, and the sale of beer and wine for off-premises consumption is compatible with zoning and adjacent uses. No significant changes to the location, scale and intensity of the use, including volume and frequency, are anticipated. Moreover, the applicant is not proposing any changes to the height, size or location of the building or other structures on the property at this time. The hours of operation will not change.

2. **The proposed use shall promote the use of land in a socially and economically sustainable manner and shall not be detrimental, hazardous, or disturbing to existing or future neighboring uses, persons, property or public welfare. Noise, odor, smoke and potential contamination of air, soil and water and its potential effect on neighboring uses, persons and property, as well as public welfare, shall be considered.**

   RESPONSE: The proposed use promotes the use of land in a socially and economically sustainable manner. Permitting the gas station to sell beer and wine will help the business to remain competitive and offer its customers a full-service convenience store. The proposed use should not be detrimental, hazardous, or disturbing to existing or future neighboring uses, persons, property or the public welfare. The proposed use will not result in increased noise, odor, smoke or potential contamination of air, soil or water. The proposed use should not have any negative effect on neighboring uses, persons or property, or the public welfare.

3. **The proposed special land use shall be designed, constructed, operated and maintained to assure long-term compatibility with surrounding land uses. Consideration shall be given to the placement, bulk, and height of structures; materials used in construction; location and screening of parking areas, driveways, outdoor storage areas, outdoor activity areas, and mechanical equipment; nature of landscaping and fencing; and hours of operation.**

   RESPONSE: Aside from the construction of a beer cave inside the existing building, the applicant is not proposing any changes to the existing building or other structures, or to the parking areas, driveways, outdoor storage areas, outdoor activity areas, mechanical equipment, landscaping, fencing or hours of operation.

4. **The proposed special land use shall not present unreasonable adverse impacts on the transportation system. Consideration shall be given to the estimated pedestrian, bicycle and vehicular traffic generated by such use, access to transit, proximity to major thoroughfares, proximity to intersections, required vehicular turning movements, and provisions for pedestrian and bicycle traffic.**

   RESPONSE: The proposed use is not expected to impact the transportation system.

5. **The proposed use shall not create additional requirements at public cost for public facilities and services that will be detrimental to the economic sustainability of the community.**

   RESPONSE: The proposed use will not create additional requirements at public cost for public facilities and services.

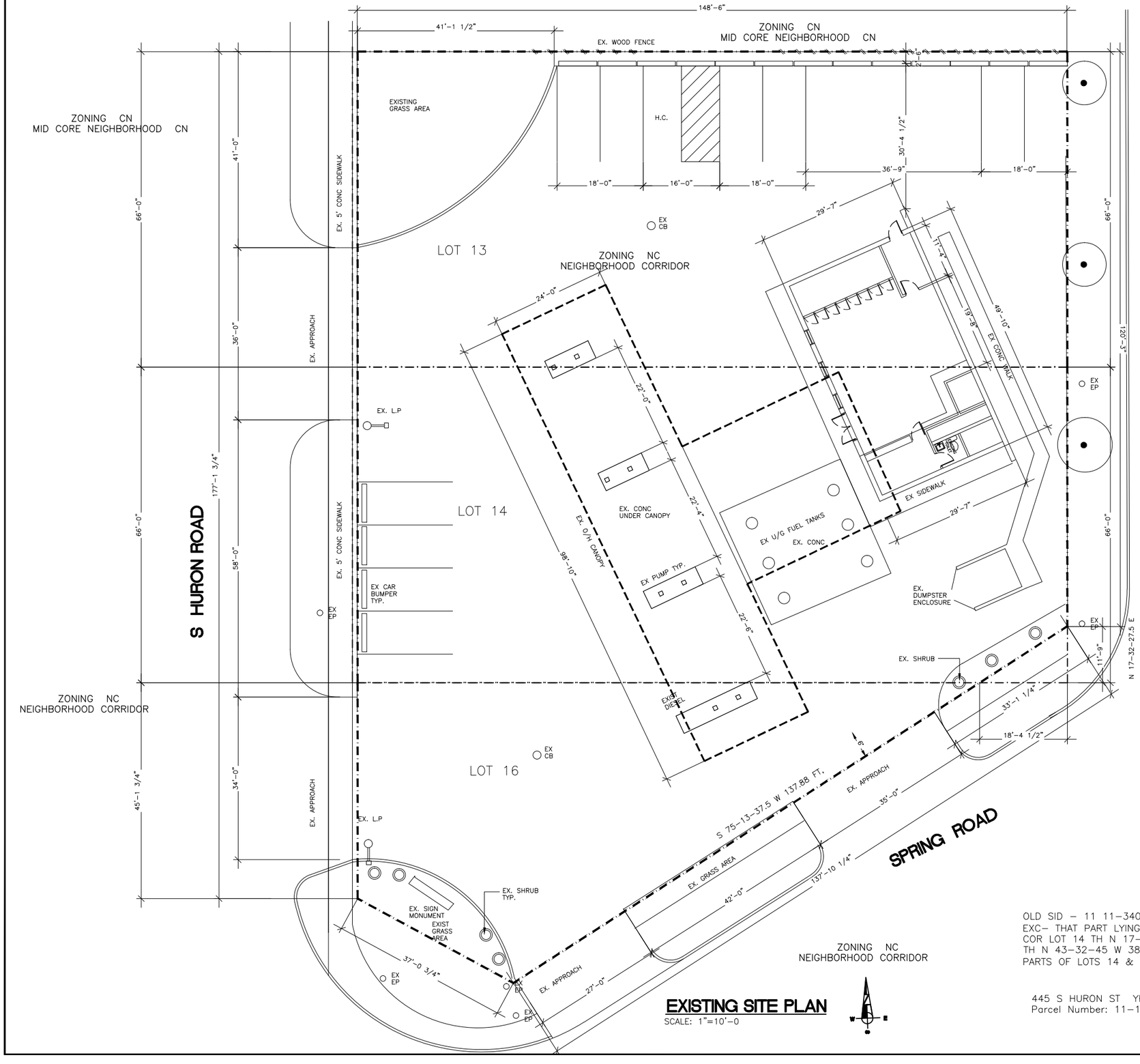
If you have any questions or need any further information, please do not hesitate to contact my office.

Very truly yours,

JH/kjf
Enclosures

Cc: Raj Anghan

m:\anghan, raj\new sdm for 445 huron llc (ypsi)\corres\2018-07-27 lrt to ypsi planning dept-slup application.docx



SITE LOCATION
N.T.S.

CALL "MISS DIG" 72 HOURS BEFORE COMMENCING ANY SITE EXCAVATION.

SITE DATA

TOTAL SITE AREA	24,314 SQ. FT. (.59 AC)
EXISTING BUILDING AREA	1,848 SQ. FT.
EXISTING PARKING	11 SPACES

OLD SID – 11 11–340–014–00 YC 37W–13A LOTS 13,14 & 15,
EXC– THAT PART LYING S'LY OF FOLLOWING DESC LN, COM AT SE
COR LOT 14 TH N 17–32–27.5 E 11.83 FT TO POB, TH S 75–13–37.5 W 137.88 FT
TH N 43–32–45 W 38.51 FT TO POE, BEING LOT 13 &
PARTS OF LOTS 14 & 15 A.LAZELIER'S ADDITION TO BEG. A. LAZELOER'S ADDITION

445 S HURON ST YPSILANTI, MI 48197 (Property Address)
Parcel Number: 11–11–39–482–005

EXISTING SITE PLAN
SCALE: 1"=10'–0

ZIAD EL-BABA
ENGINEERING
674 GAUTHIER
TECUMSEH ONTARIO
N8N3P8 CANADA
CELL : 313-938-8767
CELL - 519-796-9882
FAX - 519-979-3535

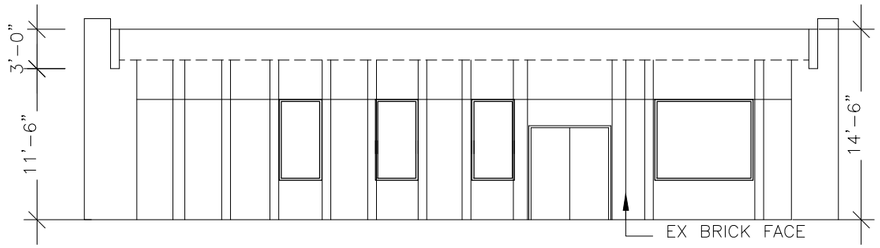
DATE	REV. NO.	ISSUED FOR
APR.30.18		OWNER

Project:
EXISTING GAS STATION
445 HURON
YPSILANTI MI
OWNER

Drawing Title:
EXISTING SITE PLAN

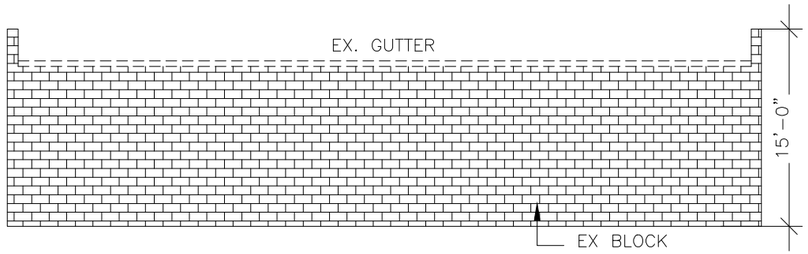
Project Number	
Scale	AS NOTED
Date	JULY 2011
Drawn By	
Checked By	

Drawing No.
SP–1



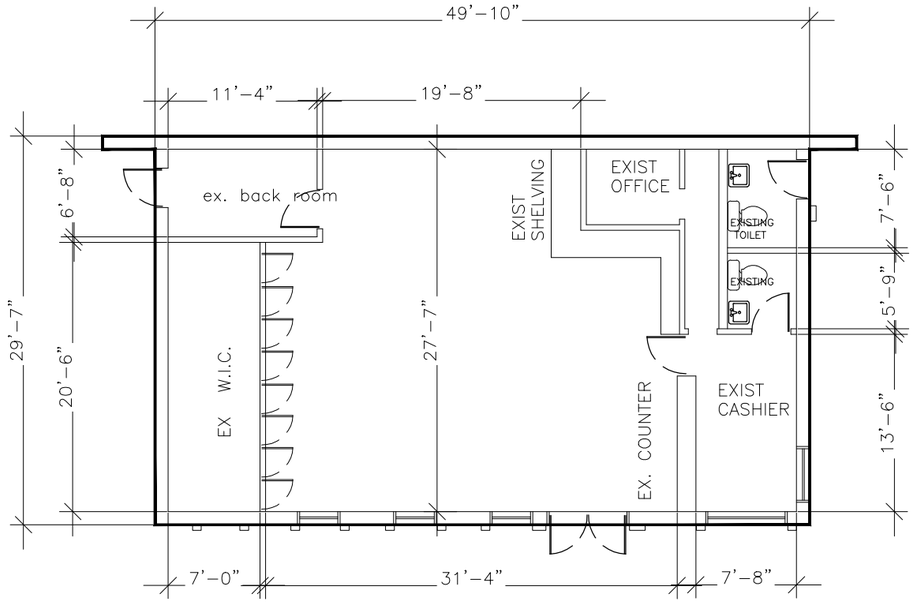
EXISTING WEST ELEVATION

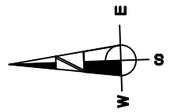
SCALE: 3/16" = 1'-0"



EXISTING EAST ELEVATION

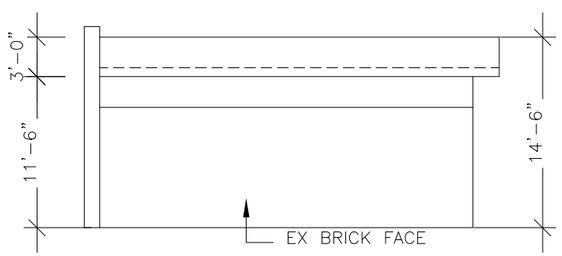
SCALE: 3/16" = 1'-0"





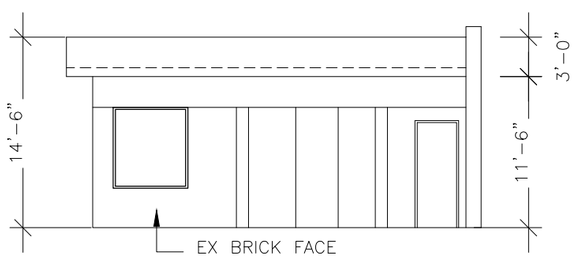
EXISTING FLOOR PLAN

SCALE: 3/16" = 1'-0"



EXISTING NORTH ELEVATION

SCALE: 3/16" = 1'-0"



EXISTING SOUTH ELEVATION

SCALE: 3/16" = 1'-0"

USE GROUP = M

CONSTRUCTION IIIB

EXISTING BUILDING AREA 1,482 SQ FT

OCCUPANT LOAD

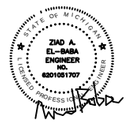
RETAIL EXCLUDING SHELVES
MAX 15 PEOPLE

CODE COMPLIANCE

ALL WORK MUST CONFORM TO

2015 MICHIGAN BUILDING CODE
2015 INTERNATIONAL FIRE CODE
2015 MICHIGAN MECHANICAL CODE
2015 MICHIGAN PLUMBING CODE
2014 NATIONAL ELECTRIC CODE
WITH PART 8 RULES

IFC / 2009
ICC/ ANSI 117.1-2015 (ACCESSIBILITY)
ASHRAE 90.1 - 2007



ZIAD EL-BABA ENGINEERING

674 GAUTHIER
TECUMSEH ONTARIO
N8N3P8 CANADA
CELL : 313-938-8767
CELL - 519-796-9882
FAX - 519-979-3535

DATE	REV. NO.	ISSUED FOR
MAY.12.17		PERMIT

Project:

EXISTING GAS STATION
445 HURON
YPSILANTI MI

OWNER

Drawing Title:

PLAN & ELEVATIONS

Project Number	
Scale	AS NOTED
Date	
Drawn By	
Checked By	

Drawing No.

A-1

Bonnie Wessler

From: Pierce, Steve <steve@hdl.com>
Sent: Tuesday, September 11, 2018 10:36 PM
Subject: Do we really need a 3rd liquor store in the Historic Southside neighborhood?

Dear City Hall

THIS IS NOT HELPING

The City is having a hearing next week to approve a new liquor store in our neighborhood (Historic Southside). This would be right across the street from Joes Market and the third liquor store in our neighborhood all in a four block area.

Lets see, this has all happened in our neighborhood this summer, A stolen car crash and rollover, a drive-by shooting, a murder by stabbing, a high-speed crash into a senior citizen, home invasions, abandoned stolen cars, drug overdoses, speeding 4-wheeler, dozens of 911 calls for police and fire at the two existing liquor stores and much more. This is just in the last three months

Does anyone think our neighborhood will be better with a new liquor store opening?

Apparently, someone does, that is why they are having the hearing and unless we all go say something, this is likely to get approved.

Sadly, neither of our Ward 1 City Council reps warned us this was coming, a neighbor discovered the notice at City Hall when they were paying their property taxes this week.

City of
Ypsilanti

--
Steve Pierce
(734) 274-4602
Steve@HDL.com | www.HDL.com

HDL is the power behind Wireless Ypsi

Ypsilanti Non-Motorized Advisory Committee Meeting Minutes - Thursday, August 2, 2018

1. Call to order - The meeting was called to order at 7:10pm at the Ypsilanti District Library, 229 W. Michigan Avenue. Attending was Sarah Walsh and Bob Krzewinski with Jared Talaga unable to attend due to transportation problems. City Council member Pete Murdock also attended.

2. Introductions - Audience participation- Public input – Pete gave an overview of road projects coming up for the city including the possibility of major work on the Forest and Cross Street bridges.

3. General business
    a. Agenda approval – A motion was made by Sarah, seconded by Bob, to approve the meeting agenda.
    b. Approval of June meeting minutes – A motion was made by Sarah, seconded by Bob, to approve the meeting minutes from June (there was no July meeting).
    c. Additional Committee member recruitment – Bob will work on this.

4. Old & continuing business
    a. 2018 Committee priorities
        1. Bike lane projects
            - Harriet, Spring, Factory, Maus (First to Emerick) - No update.
            - West Cross (Wallace to western City limit) - Pete indicated that engineering work is starting on repaving from Wallace west to the City limit and when significant progress is made the project will come up before the Planning Commission.
        2. Sidewalk projects
            - ReImagine Washtenaw update – No updates
        3. General projects
            - Non-Motorized Plan update completion – Sarah, Jared and Bob meeting regularly with City Planner Bonnie Wessler to complete this update by the year's end.
            - I-94 Huron Street crossing (along with traffic calming on Huron-Hamilton-Washtenaw) - involves MDOT jurisdiction areas – No updates.
            - Border To Border Trail completion – Bob gave an update on the Washtenaw County Parks & Recreation Eastern Washtenaw County B2B Completion Master Plan working group with the last meeting being on July 31st. At that meeting discussions were held on preferred routings for the B2B through/around Eastern Michigan University, along Grove Road and the far eastern side of the County.
            - Bike Friendly/Walk Friendly applications follow up – Bob will look into a BFC sign for City Hall with the WFC application submission dependent on when the City Non-Motorized Master Plan is updated.
            - Public education/communications (Committee newsletter, snow/vegetation removal)
            - Pedestrian safety improvements (signage/markings)
            - Traffic calming (additional bump-outs, more radar speed signs, speed bump policy) - involves MDOT jurisdiction area – Discussion about some locations (i.e. southbound Prospect south of Holmes, westbound Cross west of River) having permanent radar speed signs.
    b. Parkridge Festival – August 25, noon to 2:30pm – The Non-Motorized Advisory Committee will have a table at the event and giving away 50 helmets courtesy of the Ann Arbor Bicycle Touring Society. The Ypsi Bike Co-Op will also be providing free bicycle repairs.
    c. EMU August bike event – August 11th at the Eastern Michigan University Convocation Center.
    d. Sharrows/Bike Route Signs (Hamilton/Congress/Summit) – Sharrows and bike route signs have been removed from Hamilton Street.

5. New Business
    a. Planning Department update - No new updates.
    b. Local education: statewide 3 foot passing law – Bob – Bob will work on a public education campaign about the new Michigan law that requires motorists to give bicyclists three feet of passing distance.
    c. City Transportation meetings discussed.

6. Other Items – Announcements - Bob will invite the City Manager to a future meeting.

7. Adjournment – A motion was made by Sarah, seconded by Bob, to adjourn the meeting at 8:26pm. The next meeting will be Thursday, September 8, 7pm at the downtown Library.

Agenda
Planning Commission
Wednesday, 19 September 2018 – 7:00 P.M.
City Hall-Council Chambers, 1 S Huron St
Ypsilanti, MI 48197

I. Call to Order

II. Roll Call

Matt Dunwoodie, Chair	P	A
Jared Talaga, Vice-Chair	P	A
Toi Dennis	P	A
Jessica Donnelly	P	A
Phil Hollifield	P	A
Heidi Jugenitz	P	A
Jelani McGadney	P	A
Michael Simmons	P	A

III. Approval of Minutes

- August 15, 2018

IV. Audience Participation

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

V. Presentations and Public Hearing Items

- 445 S Huron
  Public Hearing: Special Use and Site Plan

VI. Old Business

- 307 N River: Site plan review
  Tabled from 7/18/2018 – to remain on table
- Medical Marijuana Provisioning Centers: Increase in Buffer
  Tabled from 3/21/2018 – to remain on table

VII. New Business

- None

VIII. Future Business Discussion / Updates

IX. Committee Reports

- Non-motorized Committee Report
- Master Plan: Housing Affordability and Access subcommittee report

X. Adjournment

PLANNING COMMISSION
MEETING MINUTES
AUGUST 15, 2018
CITY COUNCIL CHAMBERS
7:00 P.M.

I. CALL TO ORDER

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

II. ROLL CALL

Present: M. Dunwoodie, J. Talaga, P. Hollifield, H. Jugenitz, J. McGadney, M. Simmons

Absent: T. Dennis (excused)

Staff: Bonnie Wessler, City Planner
Cynthia Kochanek, Preservation Planner

III. APPROVAL OF MINUTES

Commissioner Hollifield moved to approve the minutes of July 18, 2018 (Support: J. Talaga) and the motion carried unanimously.

IV. AUDIENCE PARTICIPATION

None

V. PRESENTATION AND PUBLIC HEARING ITEMS

1. 11 N Normal – Special Use and Site Plan

Staff report was presented by B. Wessler, City Planner, who stated that this is a request for approval of a five unit dwelling. In 1971, property became 4 "student rooms," 3 efficiency apartments, one 1-bedroom apartment; this was accepted as legal nonconforming in the 1980s. In 2017 an inspection based on a tenant complaint showed four dwelling units: three apartments and one seven-bedroom roominghouse. The current owner is seeking a Special Use Permit to bring the building into compliance with a five dwelling units: 3 efficiency and 1 four bedroom.

Because this is a converted house, it does not meet the requirement for 8 parking spaces. With the use of discounts, only 4 are required. We are asking the Commission to grant waiver for 1 space. Due to the location, there is no value added by requiring all 8 spaces. Staff recommended Planning Commission approve the special use permit with finding, waiver, and conditions.

DRAFT

Chair Dunwoodie pointed out that the numbering is off in the conditions on the staff review.

Commissioner Jugenitz moved to open the public portion of the hearing (Support: M. Simmons) and the motion carried unanimously.

Roberta Wojik-Andrews, 7 N Normal– 11 N Normal has been a continuing issue since she moved in in 2000. She does not have confidence in the new owners. Her main concern is the condition of the exterior and brought photos of the property. The property has been neglected since 2000; the roof is in bad condition. It is a great neighborhood and could be a great house. She wants to see the roof repaired, but is concerned that the building department cannot do anything if they do not see a leak. She is concerned that the building still received a certificate of compliance with the roof in that condition. The building also does not have gutters.

Regarding the upstairs unit, she requested that the 4 bedroom be limited to a 3 bedroom to allow for a living room. Otherwise it is effectively a roominghouse. There is a serious problem with the front porch because it acts as a "living room" because the residents do not have space inside. Front porches amplifies the sound. There is a large picture window that is part of an efficiency apartment and it is the only window for the apartment. This was the only unit that was not in very poor condition. She stated that a she knew a former tenant of the room; the tenant felt trapped like she could not open her window or blinds because there were always strangers on the porch. She suggested having a trellis or something else to prevent them from congregating on the porch. She hopes that it will be fixed, taken care of, and painted not just primed. She has mostly just seen people with hand tools working on the house. She also noted that the house was owned by Charles Kettles who received a Medal of Honor and it deserves respect.

Ian Greenlee – spoke on behalf of the applicant. He has a four man crew and has 250 apartments in the area. They have a list of things to get done to bring it up to rental status. They have started painting, and plan for a new roof, new flashing, new fixtures, new interior paint, and new carpet. Inspection coming up soon.

Commissioner Simmons moved to close the public portion of the hearing (Support: J. McGadney) and the motion carried unanimously.

Commissioner Jugenitz asked staff if the four bedroom could be used a roominghouse. Staff stated it would have to be rented not as a roominghouse. Jugenitz asked if there tools that the city could use to ensure against an improper use. Staff responded that rental inspections and neighbor complaints are the main ways; a living room could be required as part of the special use conditions. Chair Dunwoodie noted that many of these complaints are more for the building department. Staff noted the building department is involved in the process and will deal with some of the concerns brought up by the neighbor, but not all. The commission discussed the possibly of requiring a living room as part of the conditions for a special use as well as definitions of a roominghouse and family. A living room could be a bedroom by definition. The commission also discussed the possibility of an alternative outdoor space. The commission did not have a problem with waiving the parking requirement. Commissioner Hollifield asked for clarification about the apartment layout. Staff passed around a delineated copy of the sketch floor plan.

After further discussion, Commissioner Jugenitz moved the Planning Commission conditionally approve the Special Use Permit for the SS Minnow Johnson at 11 N. Summit with the following finding and conditions:

Findings: The application is substantially in compliance with Sec122-324(b).

Conditions:

1. Special use approval shall be subject to approval of the site plan. Applicant will acquire a full rental Certificate of Compliance within 6 months; this deadline may be extended once for up to six months by the Building Official if good cause shown.
2. Living quarters (shared living room) will be provided in the upper apartment.

The motion was not supported. Motion failed.

Commission McGadney moved that the Planning Commission conditionally approve the Special Use Permit for the SS Minnow Johnson at 11 N. Summit with the following findings and conditions:

Findings: The application is substantially in compliance with Sec. 122-324(b).

Conditions: Special use approval shall be subject to approval of the site plan. Applicant to acquire a full rental Certificate of Compliance within 6 months; this deadline may be extended once for up to six months by the Building Official for good cause shown.

The motion was supported by Commissioner Talaga. A roll call vote was taken with a vote of 3:3. Commissioners Dunwoodie, Jugenitz, and Simmons opposed. Motion failed.

Commissioner McGadney asked Commissioner Simmons why he opposed. Commissioner Simmons had concerns about the 4 bed unit effectively becoming a roominghouse.

Motion for a revote by Commissioner Hollifield (Support: J. Talaga). Commissioners Dunwoodie, Jugenitz, Simmons opposed. Motion failed again.

The commission discussed further about a shared living space with the possibility of having an exterior gathering area. Commissioner Jugenitz stated that a living room is a reasonable accommodation to get a Special Use Permit. Chair Dunwoodie thought this special use permit will add value to the neighborhood and the building.

Commission Talaga moved that the Planning Commission conditionally approve the Special Use Permit for the SS Minnow Johnson at 11 N. Summit with the following findings and conditions:

Findings: The application is substantially in compliance with Sec. 122-324(b).

Conditions: Special use approval shall be subject to approval of the site plan. Applicant to acquire a full rental Certificate of Compliance within 6 months; this deadline may

be extended once for up to six months by the Building Official for good cause shown.

The motion was supported by Commissioner Hollifield. A roll call vote was taken with a vote of 4:2. Commissioners Jugenitz, Simmons opposed. Motion carried.

Commissioner Talaga moved that the Planning Commission approve the site plan for SS Minnow Johnson at 11 N Normal with the following finding, waiver and conditions:

Finding: The applicant substantially complies with Sec. 122-310.

Waiver: Applicant is requesting a waiver from Sec. 122-691 for 20% of the parking requirement under Sec. 122-692 due to the location of the site in a walkable neighborhood near transit, with access to on-street parking.

Conditions:

1. Applicant to submit parking plan, including:
    a. Clear and durable delineation of graveled parking area from remainder of lawn
    b. Barrier free space
    c. Location of mirror allowing incoming and outgoing traffic visibility, due to narrowness of drive
    d. Bicycle parking
    e. Proposed clear, paved, path of travel for pedestrians from sidewalk to each entrance.
2. Provide screening to the west.
3. Repair sidewalk and driveway apron.
4. Submit lighting cut sheets and lighting plan for staff review.
5. Build an enclosure for refuse area and submit a refuse removal plan.
6. Plant two street trees.

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

2. 2 N Normal – Special Use and Site Plan.

B. Wessler, City Planner, gave a brief presentation about the existing three unit, legal nonconforming. There was a fire on the property earlier in the year causing extensive damage. The owners are interested in expanding the second story by 200 sq. ft. over an existing first story addition. Since nonconformities cannot be expanded, they are seeking a special use permit for the expansion. Staff reviewed the sketch plan and recommended approval of the special use conditional to approval of the site plan with findings, conditions, and variances. Applicant also to seek a variance for the one parking space, as the property is required to have five.

Vincent Zhang, 800 Cliffs Dr - owner of building. He stated that the letter that was sent out stated that the building would be expanded to 4 units, but it is going to stay 3 units. Before the fire he spent $60,000 renovating the two upstairs units and main floor. The balcony has been persistent issue because it was mainly used as trash storage and for smoking. Investigators

think the April fire was possibly caused from smoking. Owner wants to enclose the balcony, expanding the living space by 200 sq. ft. and combine the kitchen and living space into one area. He is not increasing bedrooms and plans to keep the same tenants that have lived there for ten years and is not adding any additional people. He is just trying to improve the space.

Commissioner Jugenitz moved to open the public portion of the hearing (Support: M. Simmons) and the motion carried unanimously.

Roberta Wojik-Andrews—7 N Normal. She thinks the new owners have improved the building and are taking good care of it. She supported the project.

Staff noted that there is a letter enclosed on the topic. There was also a letter with 11 N Normal.

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

Chair Dunwoodie noted that since they are not introducing any additional units and are taking a shared outdoor space and insulating it from the neighbors, making it quieter, safer, and less messy he is inclined to approve with staff conditions. Given the location, parking does not seem to be a great concern.

Commission Talaga moved that the Planning Commission approve the Special Use Permit for the 3 units as shown for the 2 N Normal 2nd floor expansion project with the following finding and condition:

Findings: The application is substantially in compliance with §122-324(b).

Conditions: Special use approval shall be subject to approval of the site plan.

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

Commissioner Jugenitz moved that the Planning Commission approve the site plan for the 3 units as shown for the 2 N Normal 2nd floor expansion project with the following finding, and conditions:

Finding: The application is substantially in compliance with §122-310.

Conditions:

1. Applicant to construct a trash can corral to contain and screen trash cans from the ROW.
2. Provide one bike parking hoop.
3. Update lighting and provide cut sheets for staff approval.
4. Add one small tree to the Congress frontage.
5. Remedy the weedy growth and keep the landscaping in a well-maintained condition.
6. Review adjoining sidewalks; repair any broken, heavily spalled, or heaved sections.
7. Seek a variance for parking.

DRAFT

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

3. 539-569 S Huron — Special Use and Site Plan

Staff report was presented by C. Kochanek, Preservation Planner, about the special use and site plan request for a parking lot as the principal use of a parcel. In June, planning commission conditionally approved a special use for the existing site plan and expansion for the medical marijuana dispensary. The applicant was advised by staff during the previous meeting to seek a special use for a parking lot as a principal use to the northeast of the new building, in the "parcel 1" area of the site. The applicant argues that the additional parking is needed for the larger building in order to accommodate the additional customers and employees and to be a "good neighbor". Staff is recommending conditional approval for the special use and site plan with conditions.

Commissioner Talaga asked if these parking spaces are taken into account in terms of the other parking. Staff advised that they treated the parking lot as a primary, separate use with additional requirements triggered. Commissioner Simmons asked about a buffer on the east side. Staff advised that there is a required setback, but the adjacent property to the east is the same zoning. They could require conflicting land use screening because the adjacent lot is vacant.

Dennis Cowan, Plunkett Cooney, on behalf of applicant, also present—the original site plan only allowed 120% (48 spaces) of required parking. They are seeking a special use because it is a very active business and they will require additional parking. There is a lot of traffic and not enough parking. They are anticipating have 15-25 employees on sight to deal with administrative documentation, taxes, and record keeping. They accept all 11 conditions and are proposing these additional spaces to be good neighbors and prevent people from parking in the neighborhood. They plan to minimize the look of a parking lot. It is an odd shaped lot so it is unlikely that it will look like a sea of parking.

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

Larry Simmons, 128 Bell – has a few concerns. There is no fencing around an existing hole on site creating a safety hazard. Traffic is still a concern: visibility, speed, volume, and parking. There is also an odor coming from the site, especially after it rains. He is concerned about the lack of oversight during the construction process. They need speed bumps and a way to prevent customers from entering the neighborhood.

Bryan Foley, 425 Ainsworth – There is a large hole that needs fencing and adequate lighting. With traffic coming off of I-94, there is a need to reduce high speeds. There is an issue with closing streets for emergency vehicles and school busses. There are lots of vehicles that park up and down Bell Street to go to the Patient Station. He asked the planning commission to walk around the neighborhood and talk to the neighborhood.

Cherissa Lamarr, 123 Bell—had a lot of concerns since before the last special use was approved. She anticipated many of these issues. Bell Kramer is a small, delicate neighborhood

and every change greatly impacts the area. Both entrances to the neighborhood are needed. There are already issues getting out of the neighborhood in winter due to the snow. Buses, emergency vehicles, and public transportation all need to use these entrances. Although this business does bring in a few jobs, and helps reputable people who need these services, it also attracts negative visitation. She lives in the middle of the neighborhood and does not feel safe going to her home and it has affected her peace of mind. The area is not well lit and the activity is constant. They feel like they have to fight for everything and that these things should have been considered before this. They are not opposed to speed bumps. There are bushes obstructing traffic visibility that have not been addressed for a long time.

William Simmons- stated that he is not against progress but requested that Planning Commission go to the neighborhood. People are being negatively affected. He stated that things are changing in the neighborhood.

Jay- Program Manager of Metro General Contractors – spoke to address some of the residents' concerns. The soil is not hazardous soil and he can forward test results. There is fencing around the job site and additional fencing can be added. There is soil erosion, sediment controls in process. They are taking measures to make the construction site safe.

Larry Simmons- Stated that there is no proper fencing on the area.

Jay - showed cell phone image of the fencing. They can add more fencing on the other side of the site.

Commissioner McGadney asked Jay if they talked to the residents. They spoke at a town hall meeting in the beginning of June. Residents wanted to put in speed bumps and that still has to be addressed.

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

Chair Dunwoodie asked to project the site plan. He also asked staff about the level of engineering oversight for active construction projects within the city. Staff responded that for site clearance all that is needed is the soil erosion permit. No furtherance of the site plan should happen before the approvals are final. During active construction, OHM provides construction oversight for excavation, storm, concrete, paving, etc. If site work is being completed beyond site clearing that is not permitted.

Chair Dunwoodie asked to project lighting plan and that plans was discussed. Commissioner Simmons pointed out that the residents are concerned about current lighting during construction. Dunwoodie asked staff about construction lighting requirements. These are unknown. Commissioner Simmons said there is no fencing between the neighborhood and the site.

The applicant clarified that the new road is only for construction. The rest of the fence could not be put up while they were putting in the road; the fence will be put up before the weekend. Stated that there is no construction happening, they had to remove dirt and the trees on site. There is also 24/7 security on site including the construction site.

The commission discussed traffic and access concerns as well and enforcement of the final site plan. Commissioner Hollifield wanted screening to the south along the back of the proposed building; however, that is out of this review. Commissioner Simmons proposed adding a condition to provide screening to the east of the proposed northern lot.

Chair Dunwoodie stated that this is a lot more parking than they would normally approve, but is okay with it if it will alleviate some of the parking and neighborhood issues. Chair Dunwoodie thanked the public for their willingness and patience to help figure out a solution that works for everyone. Commissioner McGadney added that they don't want people upset and that he wants to ensure that communication remains open.

Commissioner Simmons moved that the Planning Commission conditionally approve the Special Use Permit for the Patient Station New Building-Parking Lot at 539-569 S Huron with the following finding and conditions:

Finding: The application is substantially in compliance with §122-324(b).

Conditions:

1. Special use approval shall be subject to approval of site plan.
2. The applicant to provide a back-up plan for use of the extra parking if it ends up underutilized for staff review.

Commissioner Jugenitz supported the motion. A roll call vote was taken and motion carried unanimously.

Commissioner Simmons moved that the Planning Commission conditionally approve the Site Plan for the Patient Station New Build-Parking Lot at 539-569 S. Huron St. with the following finding and conditions:

Finding: The application substantially complies with §122-300.

Conditions:

1. Applicant to provide 5 additional bike spaces in the northern lot, half of which must be provided year-round.
2. Applicant to provide 4 barrier-free spaces in the northern lot.
3. Applicant to provide 9' x 18' parking spaces or move the landscaping on the north side of the lot 5' or more from the curb.
4. Applicant to provide a 5' walkway from parking lot to the sidewalk and a raised/marked crosswalks within parking lot for access to building and parking lot to the south.
5. Applicant to reduce the internal access point to the northern lot to 30' or less.
6. Applicant to increase the setback from the adjacent easterly lot to the required 10'.
7. Applicant to provide an additional tree internal to the parking lot.
8. Applicant to provide a curbed island at the east end of the internal parking spaces.
9. Applicant to install a 3'-4' screen of 80% opacity where the parking lot is visible from ROW.
10. Applicant to provide a sidewalk along the northern property line.

DRAFT

11. Applicant to adjust the lighting foot-candles in the north lot to meet the zoning requirements and resubmit lighting plan for staff review.
12. Applicant to provide street trees, for administrative review
13. Applicant to provide landscaping maintenance plan, for administrative review.
14. Applicant to provide visual buffer of at least 80% opacity and 6' height on property line to the east.

Commissioner Talaga supported the motion. A roll call vote was taken and the motion carried unanimously.

VI. OLD BUSINESS

1. 307 N River – Site Plan Review.

No action – will continue to table.

2. Medical Marijuana Provisioning Centers: Increase in buffer

No action – will continue to table.

VII. NEW BUSINESS- none

VIII. FUTURE BUSINESS DISCUSSION/UPDATES

1. 445 S. Huron
2. Parking requirements
3. Additional materials received during meeting – staff to urge applicants and public commenters to submit all materials prior to the meeting to allow other audience members to view them.

IX. COMMITTEE REPORTS

1. Non-motorized Committee Report

Did not meet in July. Commissioner Talaga stated that they are updating the non-motorized plan. They plan to have a draft before September. They are looking for another member and asked if anyone else on the board would be willing to commit.

2. Master Plan – Housing Affordability/Access subcommittee report

Commissioner Talaga expressed interest to be on the Housing Affordability Committee. Next meeting is on Tuesday, August 21.

X. ADJOURNMENT

Since there was no further business, Commissioner Hollifield moved to adjourn the meeting (Support: M. Simmons) and the motion carried unanimously. The meeting adjourned at 9:17 pm.

DRAFT

Agenda
Planning Commission
Wednesday, 19 September 2018 – 7:00 P.M.
City Hall-Council Chambers, 1 S Huron St
Ypsilanti, MI 48197

V. Presentations and Public Hearing Items

- 445 S Huron
  Public Hearing: Special Use and Site Plan

City of Ypsilanti

Community & Economic Development Department

September 2018

Staff Review of Special Use Application
RP Fuels Alcohol Sales
445 S Huron St

GENERAL INFORMATION

Applicant:	445 Huron, LLC
Project:	RP Fuels
Application Date:	June 7, 2018
Location:	North-east corner of Spring/Harriet and Huron
Zoning:	Neighborhood Corridor
Action Requested:	Special Use Permit approval for "food store less than 15,000 sf with sales of alcohol"
Staff Recommendation:	Denial

PROJECT AND SITE DESCRIPTION

445 S Huron is currently a gas station, RP Fuels, with a small convenience retail shop. The current owner purchased in 2016, and it began operating in 2017. Prior to that, it had been off-and-on vacant for some time. It was initially constructed in 1971 as a filling station with three auto repair bays. In 1992 and again in 1998 there were confirmed releases of gasoline from the site, the latter being from a leaking underground storage tank.

The property is zoned NC, Neighborhood Corridor. This allows for Automobile Filling Station (without repair) as a special use; it also allows for retail stores and food stores by right. The City requires a special use permit be sought when the sale of alcohol is proposed in a building less than 15,000 square feet.

Figure 1: Subject Site Location

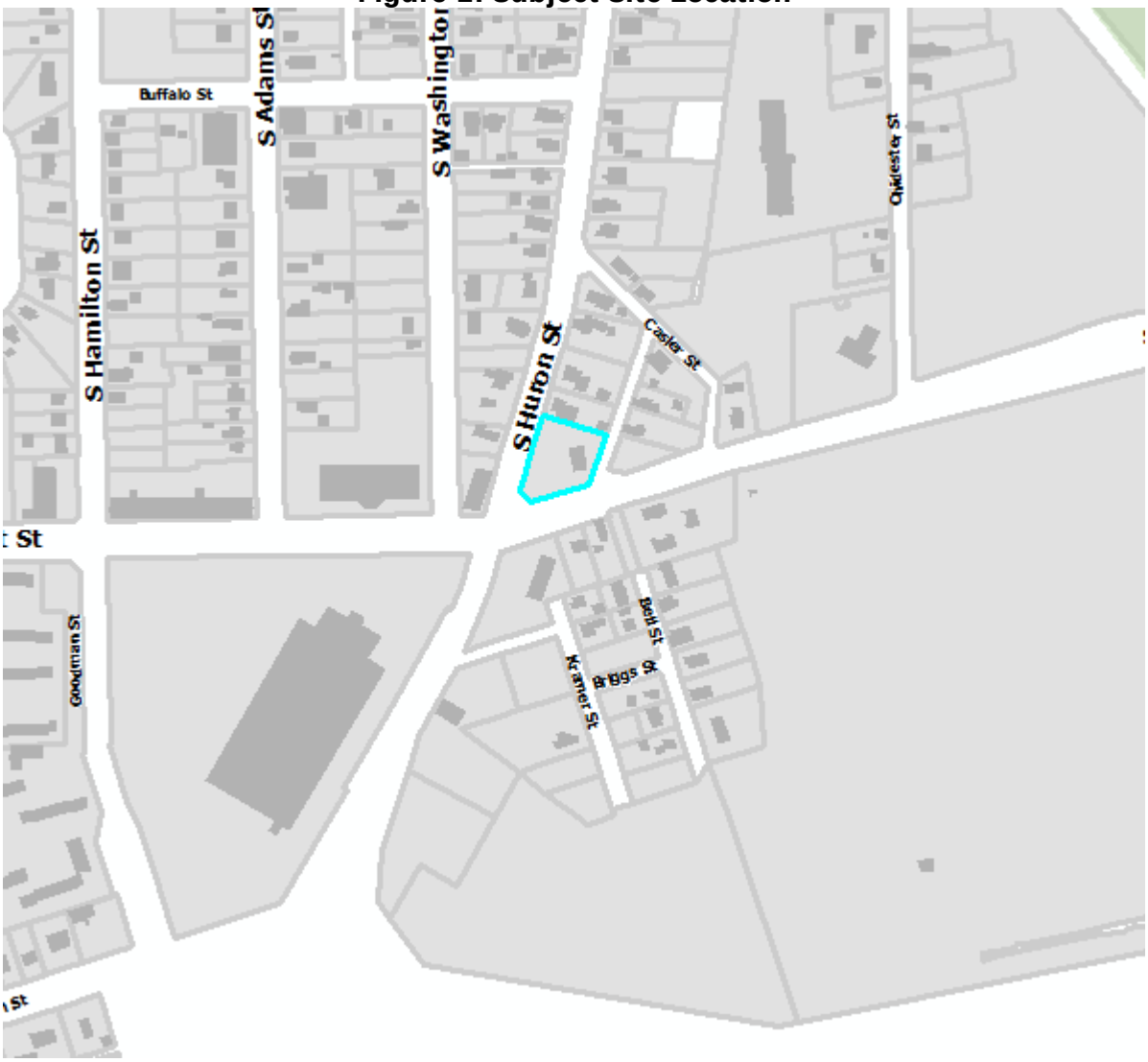


Figure 2: Site Aerial (2010)

Figure 3: photograph of site (2016 google street view)

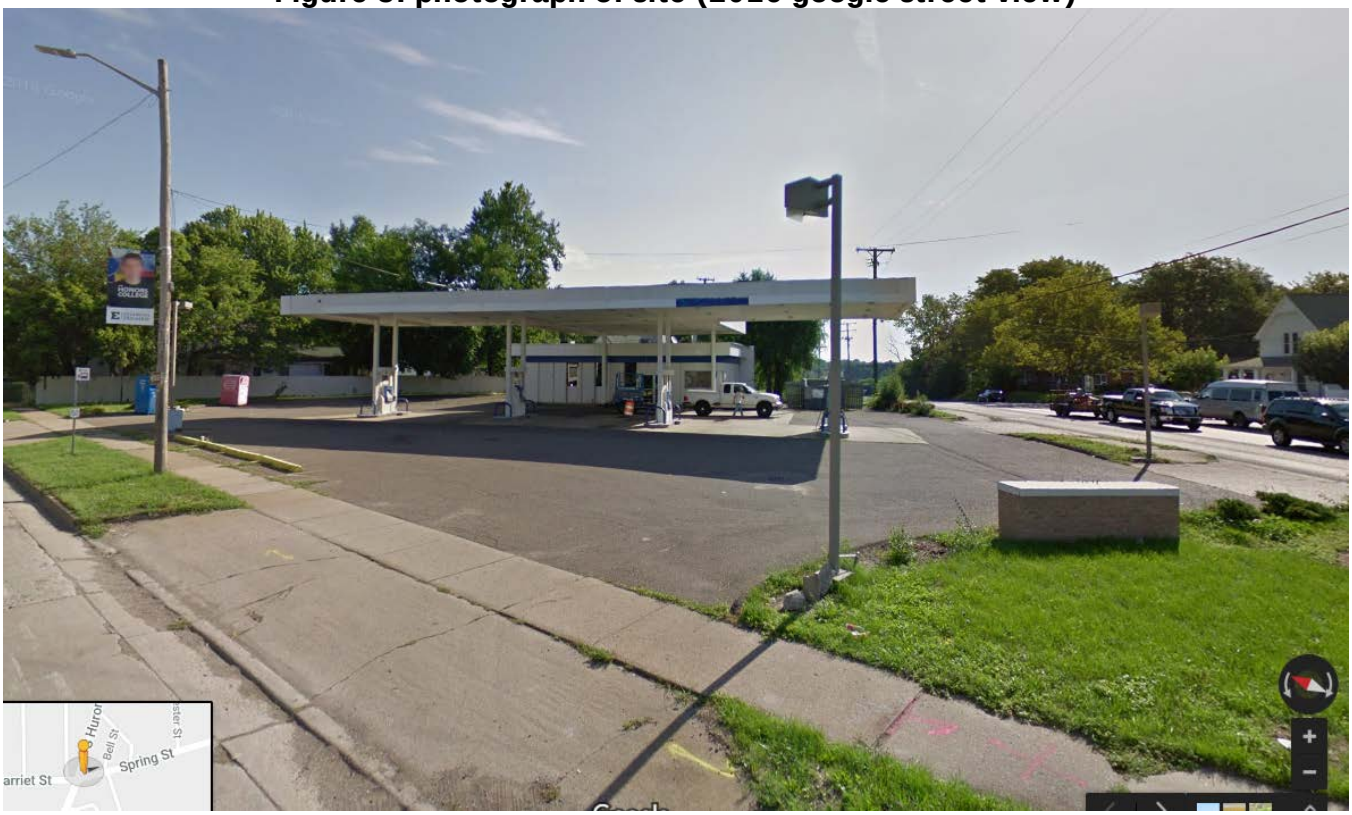


Figure 4: Photographs of site (Current)

09/14/2018

09/14/2018

CITGO
RP FUEL
Cash
Credit
Diesel
09/14/2018

3 PACK
09/14/2018

RP FUEL
RP FUEL
09/14/2018

09/14/2018

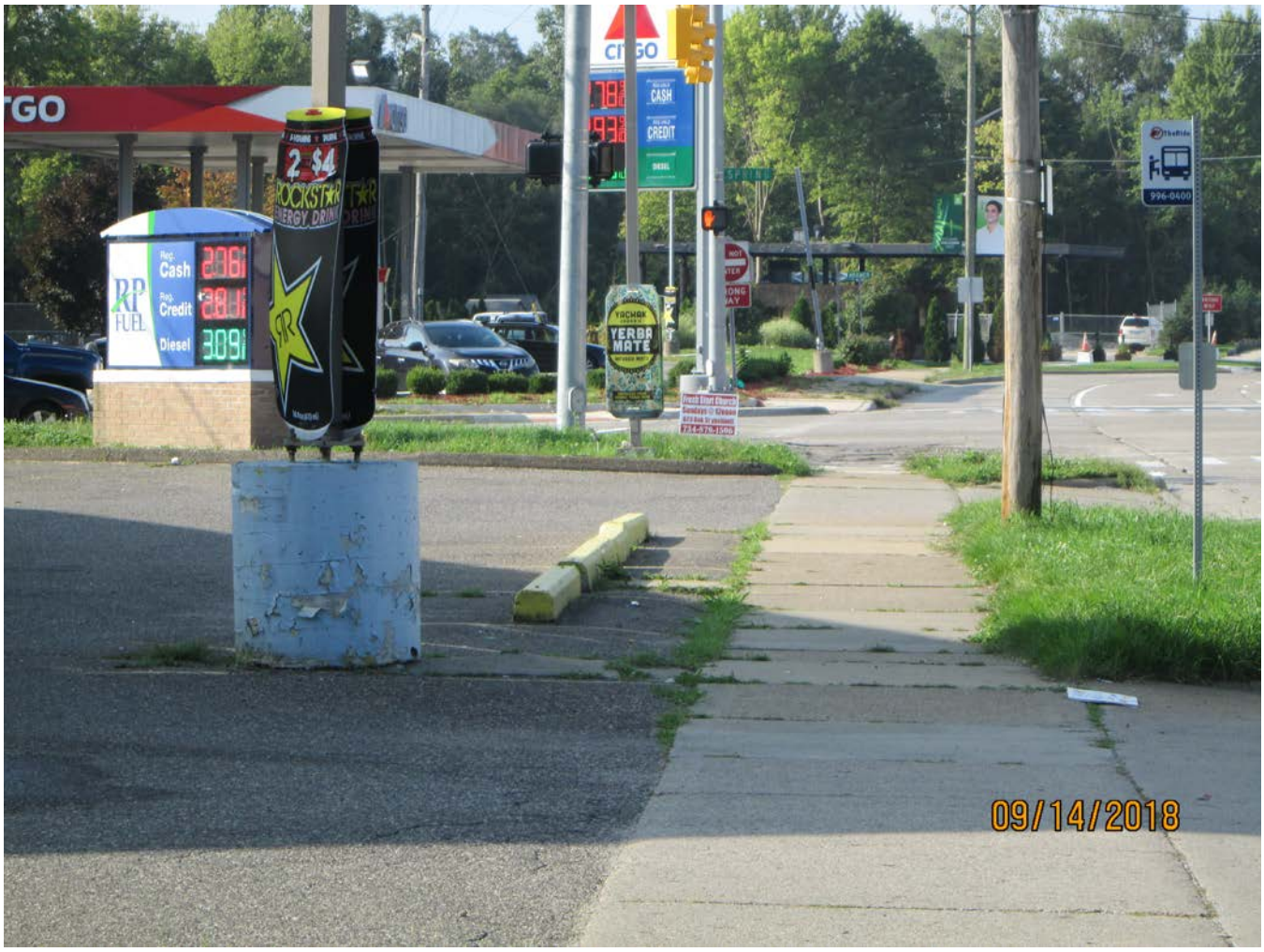
RP
FUEL
Cash
Credit
Diesel
09/14/2018

09/14/2018

RP FUEL
LOTTO
LOTTERY
ATM
09/14/2018

CITGO
QUIK MART
Reg. Cash
Reg. Credit
Diesel
RP FUEL
POLICE
09/14/2018

09/14/2018


2 $4
ROCKSTAR
ENERGY DRINK
Reg. Cash
Reg. Credit
Diesel
RP FUEL
YERBA MATE
CASH
CREDIT
09/14/2018

09/14/2018

Figure 5: Land Use and Zoning of Surrounding Area

	LAND USE	ZONING
NORTH	Single-family homes	CN-Mid
EAST	Multifamily homes	NC, CN-Mid
SOUTH	Gas Station; single and multifamily homes	NC, CN-Mid
WEST	Party store, single and multifamily homes	NC (direct); CN-Mid (north-west)

SPECIAL USE: CRITERIA AND REVIEW §122-324(b)

(1) The proposed use conforms with all the provisions and requirements of this chapter, including site plan or sketch plan review standards, as applicable, and the applicable site development standards for the specific use, as well as the spirit and intent of this chapter and the Master Plan. The location, scale, and intensity of the proposed use shall be compatible with adjacent uses and the zoning of the land. Height, location and size of buildings shall be compatible with uses and buildings on adjacent properties. The intensity of the proposed use, such as volume, frequency and times of operation, and its compatibility shall be considered. If nonconformities are present, all reasonable effort has been made to eliminate them.

COMMENTS: The scale of the existing building is slightly small for the neighborhood, and the use is relatively intense, due to traffic level. However, the business currently does not generate traffic so much as benefit from traffic that is already existing, as South Huron is an MDOT trunkline that carries several thousand vehicles per day. The addition of alcohol sales would make this more of a "destination" business, and potentially attract additional traffic. The building is legal nonconforming in the NC district due to its setback, orientation to the street, and profusion of curbcuts. The use is legal nonconforming as new filling stations are required to obtain a Special Use permit, which was not a requirement at the time this was initially constructed. No changes to the site are proposed.

(2) The proposed use shall promote the use of land in a socially and economically sustainable manner and shall not be detrimental, hazardous, or disturbing to existing or future neighboring uses, persons, property or public welfare. Noise, odor, smoke and potential contamination of air, soil and water and its potential effect on neighboring uses, persons and property, as well as public welfare, shall be considered.

COMMENTS: At this same intersection is another party store, Joe's; and another gas station, Citgo, which does not have a liquor license but was the site of a murder earlier this year and another in 2015. The gas station is directly adjacent to Census Tract 4106, which has been recently designated an Opportunity Zone by the federal government. Opportunity Zones are distressed areas with poverty rates in excess of 20%. Staff does not consider introducing a new stigmatized use selling recreational goods to a high-profile location adjacent to an area of concentrated poverty to be beneficial to the public welfare.

(3) The proposed special land use shall be designed, constructed, operated and maintained to assure long-term compatibility with surrounding land uses. Consideration shall be given to the placement, bulk, and height of structures; materials used in construction; location and screening of parking areas, driveways, outdoor storage areas, outdoor activity areas, and mechanical equipment; nature of landscaping and fencing; and hours of operation.

COMMENTS: The applicant has not proposed any changes to the appearance of the structure, nor to the overall landscaping and layout of the site. This is discussed further in the limited site plan review, below.

(4) The proposed special land use shall not present unreasonable adverse impacts on the transportation system. Consideration shall be given to the estimated pedestrian, bicycle and vehicular traffic generated by such use, access to transit, proximity to major thoroughfares, proximity to intersections, required vehicular turning movements, and provisions for pedestrian and bicycle traffic.

COMMENTS: Both Huron and Harriet/Spring/Factory are roads that are designed for a high volume of traffic, and as currently designed can handle well in excess of any potential increase brought about by additional business. However, the layout of the site is challenging, due in part to the angle at which Spring and Huron intersect. Both the southernmost (on Huron) and westernmost (on Harriet) curbcuts are located closer to the intersection than would be permitted under today's standards (no closer than 50'), and are thus nonconforming. The sidewalk along Spring is alongside the road, and the crossings over the curbcuts are not a level grade as now required by the ADA. There is no sidewalk along Bell, at the rear; however, there are no sidewalks at all along Bell as the road occupies almost the entirety of the right-of-way.

(5) The proposed use shall not create additional requirements at public cost for public facilities and services that will be detrimental to the economic sustainability of the community.

COMMENTS: This office has not seen an unusually high number of complaints for a gas station, at this location under this ownership, as it has seen with both the gas station to the south and the party store to the west. It is, however, difficult to predict future conditions.

CONDITIONS OF APPROVAL §122-326

"Reasonable conditions may be required in conjunction with an approval. The conditions may include conditions necessary to ensure that public services and facilities affected by a proposed land use or activity will be capable of accommodating increased service and facility loads caused by the land use or activity, to conserve natural resources and energy, to ensure compatibility with adjacent uses of land, and to promote the use of land in a socially and economically desirable manner. Conditions imposed must do all of the following:

(1) Be designed to protect natural resources, the health, safety, and welfare, as well as the social and economic well-being.

(2) Be related to the valid exercise of police power and purposes which are affected by the proposed use or activity.

(3) Be necessary to meet the intent and purposes of this chapter, be related to standards established in this chapter, and be necessary to ensure compliance with those standards."

Items to be addressed: Due to the context of the site, given the concentration and visibility of stigmatized uses within an economically depressed area of the City, staff does not recommend approval of the Special Use Permit application at this time.

SITE PLAN: CRITERIA AND REVIEW §122-311

For zoning compliance reviews, or plans where a Special Use permit is required but no site changes will likely be needed, the applicant may, at the determination of the City Planner, submit a sketch plan for review in lieu of a full site plan per §122-126(19).

STANDING §122-311(a)

The applicant is legally eligible to apply for limited site plan review, and all required information has been provided.

REQUIREMENTS §122-311(b)

"The proposed site plan conforms with all the provisions and requirements, as well as the spirit and intent of this chapter and the Master Plan. The proposed development will meet all the regulations of the zoning district in which it is located."

The applicant is not proposing any changes to the building or lot, only interior to the building.

Items to be Addressed: *None.*

BUILDING LOCATION AND SITE ARRANGEMENT §122-311(c)

"All elements of the site plan shall be harmoniously and efficiently organized in relation to the character of the proposed use, the size and type of lot, the size and type of buildings, and the character of the adjoining property. The site shall be so developed as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this chapter."

The building is oriented towards Huron Street, set back approximately 80', and the pumps and canopy are between the building and Huron. The rear of the building is square to Bell with a setback of about 10-15', and is a blank wall. There is no screening to Bell. There is a 6' high solid white picket fence along the north property line, providing screening. The building is set back approximately 40' from Spring, and the dumpster enclosure is between the building and Spring within the street side yard.

Items to be Addressed: *None. The layout is existing legal nonconforming.*

SITE ACCESS, TRAFFIC, AND PARKING §122-311(d)

"With respect to vehicular and pedestrian circulation on the site, including walkways, interior drives, and parking; circulation shall to the extent possible create potential cross-and joint-access to adjacent parcels and the existing block layout. Special attention shall be given to the location, number and spacing of ingress and egress points; general interior circulation including turnaround areas; adequate provisions for delivery of services (trash removal, school buses, mail and parcel delivery); separation of pedestrian and vehicular traffic; avoidance of building corners next to access drives; identification of addresses; storage of plowed snow; and arrangement of parking areas that are safe and convenient, and insofar as practicable, do not detract from the design of the proposed buildings and structures, neighboring properties, pedestrian and bicyclist safety, access to transit and flow of traffic on adjacent streets. All buildings or groups of buildings shall be so arranged as to permit adequate access by emergency vehicles as required by the city building code."

Vehicle circulation on the site is challenging. It appears that the building was situated such that vehicles could pull all the way around the building; however, the area behind the building is now a cul-de-sac due to the placement of the dumpster enclosure to the south. There are parking spaces painted along the north property line, but the maneuvering space renders only about 7-8 of them usable, per the plans submitted. Parking is shown in the front yard, perpendicular to Huron, which is legal nonconforming. One barrier-free space is shown; no bicycle parking is shown. There is no off-street parking landscaping provided for the Huron frontage parking. There is no adequate overhang provided to prevent conflict with sidewalk users. There is no parking aisle-ends protecting the Huron parking. Note: only three parking spaces are required for this use, due to the reduction for proximity to transit permitted in 122-692. There is a maximum of 6 spaces permitted under 122-691. However, the amount of parking onsite (11 spaces) is considered legal nonconforming. Note also that on aerial photography and on site visits, people did not appear to be parking in the prescribed spaces. Reconfiguration may be required to align spaces with actual use patterns.

There are two curbcuts on each frontage. One on each side, those closest to the intersection, are considered legal nonconforming due to their proximity to the intersection. The sidewalk along the south side of the site is not compliant with ADA due to the slope at the drive approaches. There is no curbcut at Bell/Spring on either side of the intersection.

Items to be Addressed:

- Bicycle parking required in the amount of two spaces (one hoop) or one space per five vehicle spaces, whichever greater.
- Repair sidewalks along all frontages.
- Install sidewalk along Bell frontage or pay the required fee-in-lieu per 122-672.
- Landscaping screening required along Bell Street.

- Reconfigure the Huron parking to provide off-street parking landscaping screening, adequate distance between the parking and the sidewalk to prevent conflicts, and aisle-ends to prevent conflict with the parking spaces. Alternately, eliminate this parking.
- Consider removing the north-easternmost parking spaces and removing the asphalt from the north-east corner of the building and returning to a landscaped state.

SCREENING §122-311(h)

"The site plan shall provide reasonable visual and sound privacy for all dwelling units on or adjacent to the property. Fences, walks, barriers, and landscaping shall be used, as appropriate, for protection and enhancement of the property. All outdoor storage of materials, loading and unloading areas, and refuse containers shall be screened or located so as not to be a nuisance. Outdoor lighting shall be shielded so as to not adversely affect neighboring properties or traffic on adjacent streets."

Screening is required to the north and has been provided. Off-street parking landscaping/screening is required to the east and has not been provided; this is considered legal nonconforming. However, the applicant is required to restore the plant material shown in the c 1970 site plan.

The applicant has not provided the required number of street trees along the Bell, Spring, or Huron frontages under 122-636. Along Spring, adding such trees is impractical; however 5 would be required. Along Huron, perhaps one tree (of 6) could be planted. Along Bell, 4 would be required. Three are shown. Under 122-636(c), when planting a street tree is impractical due to limited planting area, the applicant may choose to either plant and maintain the required trees within the front yard, or provide a fee in lieu of planning in the amount of 100% of the materials and installation cost.

Items to be Addressed:

- Plant street trees along Huron, Bell, and Spring as required under 122-636, find an alternate location on the site for such trees, or provide a fee in lieu.
- Applicant to restore the landscaping to the east to the c 1970 site plan or conform to modern off-street parking landscaping standards.

OTHER DEPARTMENT AND AGENCY APPROVALS §122-311(j)

"Site plans shall conform to all applicable requirements of state and federal statutes, including health and pollution laws, fire or explosion hazards, toxic and hazardous materials, and barrier-free requirements. Site plan approval may be conditioned on the applicant receiving necessary county, state, or federal permits before a local building permit or occupancy permit is granted."

DEPARTMENT OF PUBLIC SERVICES

The applicant is responsible for obtaining permits from the Department of Public Services before beginning work on any portion of the City right-of-way, including sidewalks, curbs, and driveways on Bell or Spring. Such permits may be necessary to repair sidewalk in these areas or to plant street trees.

MICHIGAN DEPARTMENT OF TRANSPORTATION

The applicant is responsible for obtaining permits from the Michigan Department of Transportation before beginning work on any portion of the State right-of-way, including sidewalks, curbs, street trees, and driveways on South Huron.

MASTER PLAN CONSIDERATIONS §122-311(k)

"An objective of site plan review shall be to protect and promote public health, safety, sustainability and general welfare. It is also the intent of site plan review to improve the quality of existing developments as they are expanded, contracted, or redeveloped in keeping with sound site development standards of this chapter and city master plan."

Safety Comes First. As the liquor stores within the general neighborhood (Joe's Market, Beer Cooler) tend to generate a fair number of nuisance complaints, we do not anticipate that safety or the perception of safety will be improved.

Restore Harriet Street as the Main Street of adjacent neighborhoods (p 58). Addition of another alcohol sales location does not add to the diversity of businesses in the area, nor is a filling station with alcohol sales characteristic of "Main Street" &/or "downtown" type businesses.

STAFF RECOMMENDATIONS: SPECIAL USE

Staff recommends the Planning Commission deny the Special Use Permit for the RP Fuels Alcohol Sales with the following findings and conditions:

Findings:

- The application is substantially in compliance with §122-324(b).
- Existing nonconformities have not been eliminated.
- The proposed use does not promote the use of land in a socially and economically sustainable manner.
- Approval of the use would lead to a locally undesirable concentration of such uses.
- The proposed use does not align with the Master Plan goal of "Restore Harriet Street as the Main Street of adjacent neighborhoods."
- The proposed use may lead to increased public safety costs.

STAFF RECOMMENDATIONS: LIMITED SITE PLAN

Staff recommends the Planning Commission deny the Site Plan for the RP Fuels Alcohol Sales with the following findings and noted deficiencies:

Findings:

- The application substantially complies with §122-310.
- The site is legally nonconforming with regards to setbacks, curb cuts, and primary use.

Deficiencies

- Bicycle parking required in the amount of two spaces (one hoop) or one space per five vehicle spaces, whichever greater.
- Repair sidewalks along all frontages.
- Install sidewalk along Bell frontage or pay the required fee-in-lieu per 122-672.
- Install off-street parking screening along Bell Street or restore landscaping to 1970 site plan standards.
- Reconfigure the Huron parking to provide off-street parking landscaping screening, adequate distance between the parking and the sidewalk to prevent conflicts, and aisle-ends to prevent conflict with the parking spaces. Alternately, eliminate this parking.
- Consider reconfiguring entire parking layout to more closely align with observed patterns of parking.
- Consider removing the north-easternmost parking spaces and removing the asphalt from the north-east corner of the building and returning to a landscaped state.
- Plant street trees along Huron, Bell, and Spring as required under 122-636, find an alternate location on the site for such trees, or provide a fee in lieu.
- Applicant to restore the landscaping to the east to the 1970 site plan or conform to modern off-street parking landscaping standards.

Bonnie Wessler
City Planner, Community & Economic Development Department

City of Ypsilanti
Planning & Development Department

One South Huron • Ypsilanti, MI 48197
Phone: (734) 483-9646 • Fax: (734) 483-7260
www.cityofypsilanti.com

Non-refundable Planning Fee:
$300 special use
PLUS plan review fees-consult with staff

Engineering Fee:
If required: $500; additional fees may also be required

SPECIAL USE PERMIT APPLICATION

MUST BE SUBMITTED WITH SITE PLAN OR SKETCH PLAN APPLICATION

Applicant*

Name
445 Huron, LLC

Property

Name of project
RP Fuel
Current use:
Gas Station
Proposed use :
Gas station with Specially Designated Merchant (SDM) liquor license for sale of beer and wine to go.
Rationale for request:
Please see attached cover letter.

Signature

I hereby attest that the above information is accurate. I am authorized to and grant permission to the City of Ypsilanti staff to be on the subject property for the purposes of preparing staff reports and/or evaluating this application.

Signature:	Date: 6-7-18
Print Name: Raj Anghan, Managing Member of 445 Huron, LLC	

LAW OFFICES
ADKISON, NEED, ALLEN, & RENTROP
PROFESSIONAL LIMITED LIABILITY COMPANY

PHILLIP G. ADKISON
KELLY A. ALLEN
ROBERT M. GOLDMAN
JESSICA A. HALLMARK
GREGORY K. NEED
G. HANS RENTROP

39572 Woodward, Suite 222
Bloomfield Hills, Michigan 48304
Telephone (248) 540-7400
Facsimile (248) 540-7401
www.ANAfirm.com

OF COUNSEL:
KEVIN M. CHUDLER
SARAH J. GABIS
LINDA S. MAYER

July 27, 2018

Via Overnight and Electronic Mail

City of Ypsilanti
Planning and Development Department
One South Huron
Ypsilanti, Michigan 48197

Re: Special Use Permit Application Submitted by 445 Huron, LLC, Owner of RP Fuel Gas Station Located at 445 S. Huron Street, Ypsilanti, Michigan

Ladies and Gentlemen:

We represent 445 Huron, LLC, the owner of the RP Fuel gas station located at 445 S. Huron, in connection with its Special Use Permit Application to sell beer and wine for off-premises consumption. In connection therewith, enclosed please find the following:

1. Special Land Use Permit Application.
2. Check in the amount of $300 for the Special Land Use Permit Application fee.
3. Sketch Plan Review Application.
4. Four full-sized copies of the Sketch Plan.
5. One flash drive containing an electronic version of the Sketch Plan in PDF format.
6. Check in the Amount of $100 for the Sketch Plan Review Application fee.

The applicant, a family-owned company, purchased the gas station on March 29, 2016. Prior to that the gas station was closed for four years. Following the purchase, the applicant renovated and re-opened the gas station. Improvements included installation of additional lighting, upgrades to the security system, replacement of the fence on the property, and removal of clothing donation boxes located on the property to increase visibility, facilitate ingress and egress and improve the property's overall appearance.

The applicant's principals own eleven other gas stations in southeastern Michigan. Two of those hold active liquor licenses. Neither of them has received a liquor license violation from the Michigan Liquor Control Commission or the municipality in which it operates. Like many gas

station owners, the applicant is seeking approval to sell beer and wine at this location so that it can remain competitive in the market and offer its customers a full-service experience.

The proposed special land use meets the following approval standards, as set forth Section 122-324(b) of the City's Ordinance:

1. **The proposed use conforms with all the provisions and requirements of the zoning ordinance, including sketch plan review standards, as applicable, and the applicable site development standards for the specific use, as well as the spirit and intent of this chapter and the master plan. The location, scale, and intensity of the proposed use shall be compatible with adjacent uses and the zoning of the land. Height, location and size of buildings shall be compatible with uses and buildings on adjacent properties. The intensity of the proposed use, such as volume, frequency and times of operation, and its compatibility shall be considered. If nonconformities are present, all reasonable effort has been made to eliminate them.**

   RESPONSE: The proposed use conforms with all the provisions and requirements of the zoning ordinance, and the spirit and intent of the zoning ordinance and master plan. It is accompanied by a Sketch Plan Review Application. The applicant is proposing to sell beer and wine in connection with its existing gas station operation. The property will continue to be used primarily as a gas station and convenience store. The property is zoned Neighborhood Corridor, and the sale of beer and wine for off-premises consumption is compatible with zoning and adjacent uses. No significant changes to the location, scale and intensity of the use, including volume and frequency, are anticipated. Moreover, the applicant is not proposing any changes to the height, size or location of the building or other structures on the property at this time. The hours of operation will not change.

2. **The proposed use shall promote the use of land in a socially and economically sustainable manner and shall not be detrimental, hazardous, or disturbing to existing or future neighboring uses, persons, property or public welfare. Noise, odor, smoke and potential contamination of air, soil and water and its potential effect on neighboring uses, persons and property, as well as public welfare, shall be considered.**

   RESPONSE: The proposed use promotes the use of land in a socially and economically sustainable manner. Permitting the gas station to sell beer and wine will help the business to remain competitive and offer its customers a full-service convenience store. The proposed use should not be detrimental, hazardous, or disturbing to existing or future neighboring uses, persons, property or the public welfare. The proposed use will not result in increased noise, odor, smoke or potential contamination of air, soil or water. The proposed use should not have any negative effect on neighboring uses, persons or property, or the public welfare.

3. **The proposed special land use shall be designed, constructed, operated and maintained to assure long-term compatibility with surrounding land uses. Consideration shall be given to the placement, bulk, and height of structures; materials used in construction; location and screening of parking areas, driveways, outdoor storage areas, outdoor activity areas, and mechanical equipment; nature of landscaping and fencing; and hours of operation.**

   RESPONSE: Aside from the construction of a beer cave inside the existing building, the applicant is not proposing any changes to the existing building or other structures, or to the parking areas, driveways, outdoor storage areas, outdoor activity areas, mechanical equipment, landscaping, fencing or hours of operation.

4. **The proposed special land use shall not present unreasonable adverse impacts on the transportation system. Consideration shall be given to the estimated pedestrian, bicycle and vehicular traffic generated by such use, access to transit, proximity to major thoroughfares, proximity to intersections, required vehicular turning movements, and provisions for pedestrian and bicycle traffic.**

   RESPONSE: The proposed use is not expected to impact the transportation system.

5. **The proposed use shall not create additional requirements at public cost for public facilities and services that will be detrimental to the economic sustainability of the community.**

   RESPONSE: The proposed use will not create additional requirements at public cost for public facilities and services.

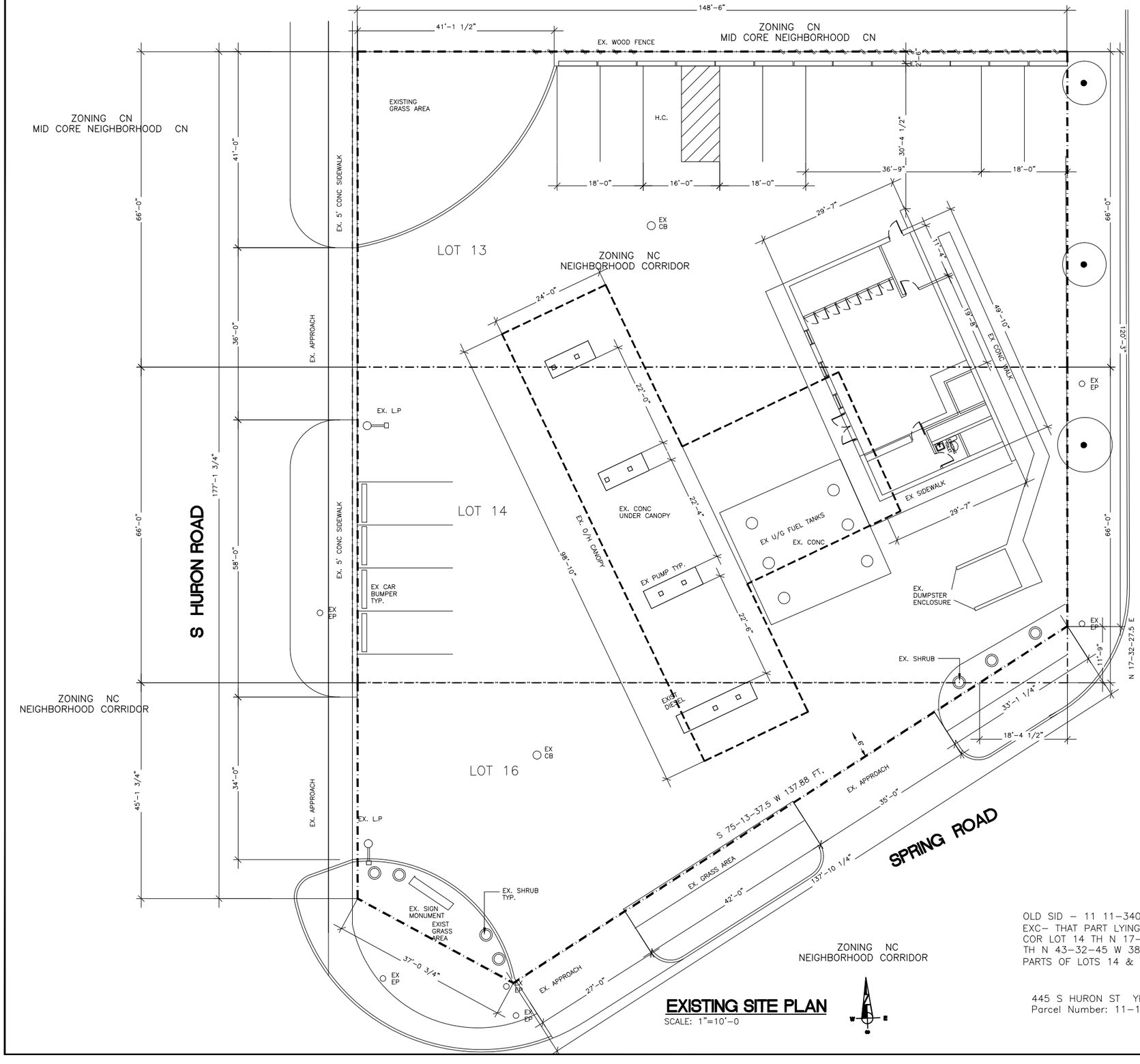
If you have any questions or need any further information, please do not hesitate to contact my office.

Very truly yours,

JH/kjf
Enclosures

Cc: Raj Anghan

m:\anghan, raj\new sdm for 445 huron llc (ypsi)\corres\2018-07-27 lrt to ypsi planning dept-slup application.docx



SITE LOCATION
N.T.S.

CALL "MISS DIG" 72 HOURS BEFORE COMMENCING ANY SITE EXCAVATION.

SITE DATA

TOTAL SITE AREA	24,314 SQ. FT. (.59 AC)
EXISTING BUILDING AREA	1,848 SQ. FT.
EXISTING PARKING	11 SPACES

OLD SID – 11 11–340–014–00 YC 37W–13A LOTS 13,14 & 15,
EXC– THAT PART LYING S'LY OF FOLLOWING DESC LN, COM AT SE
COR LOT 14 TH N 17–32–27.5 E 11.83 FT TO POB, TH S 75–13–37.5 W 137.88 FT
TH N 43–32–45 W 38.51 FT TO POE, BEING LOT 13 &
PARTS OF LOTS 14 & 15 A.LAZELIER'S ADDITION TO BEG. A. LAZELOER'S ADDITION

445 S HURON ST YPSILANTI, MI 48197 (Property Address)
Parcel Number: 11–11–39–482–005

EXISTING SITE PLAN
SCALE: 1"=10'–0

ZIAD EL-BABA
ENGINEERING
674 GAUTHIER
TECUMSEH ONTARIO
N8N3P8 CANADA
CELL : 313-938-8767
CELL - 519-796-9882
FAX - 519-979-3535

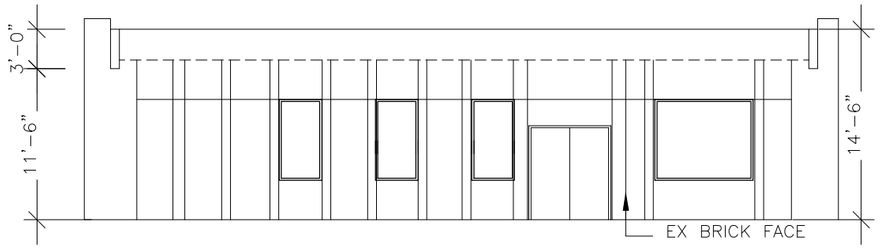
DATE	REV. NO.	ISSUED FOR
APR.30.18		OWNER

Project:
EXISTING GAS STATION
445 HURON
YPSILANTI MI
OWNER

Drawing Title:
EXISTING SITE PLAN

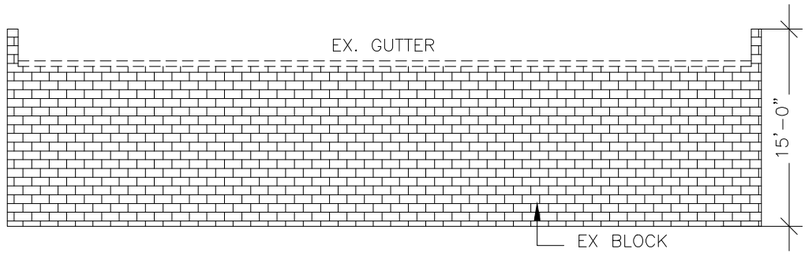
Project Number	
Scale	AS NOTED
Date	JULY 2011
Drawn By	
Checked By	

Drawing No.
SP–1



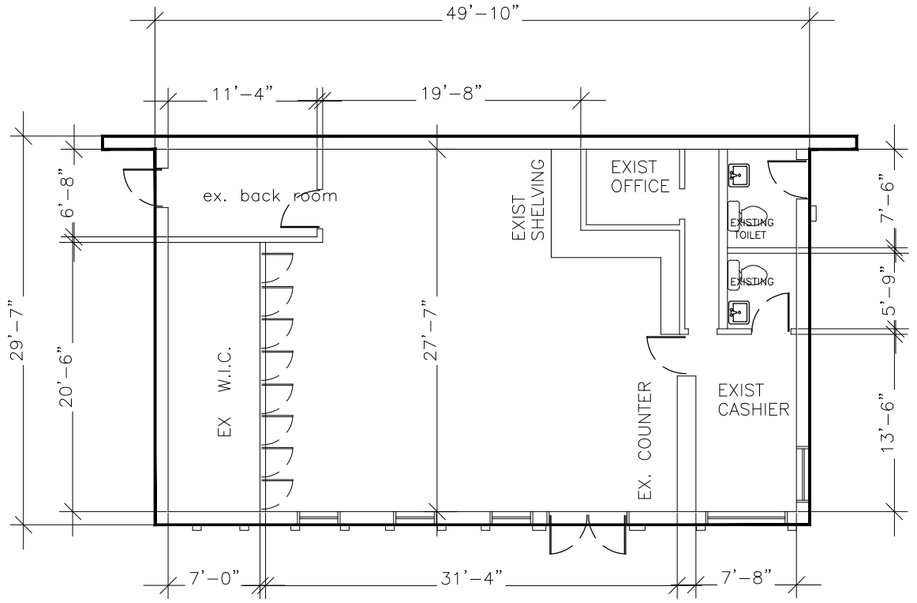
EXISTING WEST ELEVATION

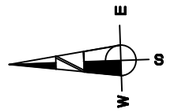
SCALE: 3/16" = 1'-0"



EXISTING EAST ELEVATION

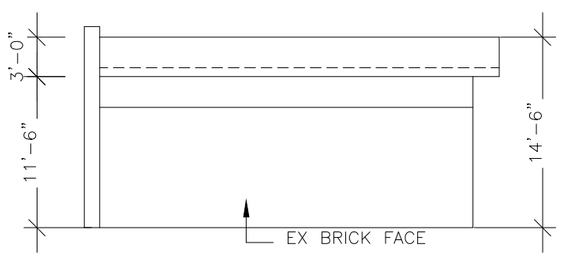
SCALE: 3/16" = 1'-0"





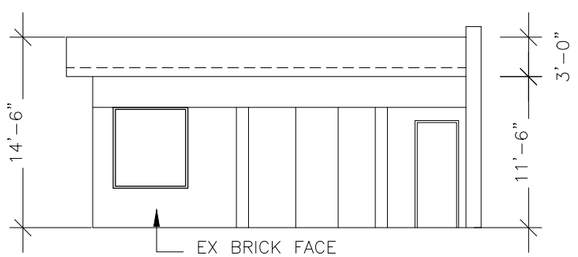
EXISTING FLOOR PLAN

SCALE: 3/16" = 1'-0"



EXISTING NORTH ELEVATION

SCALE: 3/16" = 1'-0"



EXISTING SOUTH ELEVATION

SCALE: 3/16" = 1'-0"

USE GROUP = M

CONSTRUCTION IIIB

EXISTING BUILDING AREA 1,482 SQ FT

OCCUPANT LOAD

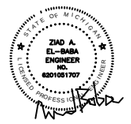
RETAIL EXCLUDING SHELVES
MAX 15 PEOPLE

CODE COMPLIANCE

ALL WORK MUST CONFORM TO

2015 MICHIGAN BUILDING CODE
2015 INTERNATIONAL FIRE CODE
2015 MICHIGAN MECHANICAL CODE
2015 MICHIGAN PLUMBING CODE
2014 NATIONAL ELECTRIC CODE
WITH PART 8 RULES

IFC / 2009
ICC/ ANSI 117.1-2015 (ACCESSIBILITY)
ASHRAE 90.1 - 2007



ZIAD EL-BABA ENGINEERING

674 GAUTHIER
TECUMSEH ONTARIO
N8N3P8 CANADA
CELL : 313-938-8767
CELL - 519-796-9882
FAX - 519-979-3535

DATE	REV. NO.	ISSUED FOR
MAY.12.17		PERMIT

Project:

EXISTING GAS STATION
445 HURON
YPSILANTI MI

OWNER

Drawing Title:

PLAN & ELEVATIONS

Project Number	
Scale	AS NOTED
Date	
Drawn By	
Checked By	

Drawing No.

A-1

Bonnie Wessler

From: Pierce, Steve <steve@hdl.com>
Sent: Tuesday, September 11, 2018 10:36 PM
Subject: Do we really need a 3rd liquor store in the Historic Southside neighborhood?

Dear City Hall

THIS IS NOT HELPING

The City is having a hearing next week to approve a new liquor store in our neighborhood (Historic Southside). This would be right across the street from Joes Market and the third liquor store in our neighborhood all in a four block area.

Lets see, this has all happened in our neighborhood this summer, A stolen car crash and rollover, a drive-by shooting, a murder by stabbing, a high-speed crash into a senior citizen, home invasions, abandoned stolen cars, drug overdoses, speeding 4-wheeler, dozens of 911 calls for police and fire at the two existing liquor stores and much more. This is just in the last three months

Does anyone think our neighborhood will be better with a new liquor store opening?

Apparently, someone does, that is why they are having the hearing and unless we all go say something, this is likely to get approved.

Sadly, neither of our Ward 1 City Council reps warned us this was coming, a neighbor discovered the notice at City Hall when they were paying their property taxes this week.

City of
Ypsilanti

--
Steve Pierce
(734) 274-4602
Steve@HDL.com | www.HDL.com

HDL is the power behind Wireless Ypsi

Ypsilanti Non-Motorized Advisory Committee Meeting Minutes - Thursday, August 2, 2018

1. Call to order - The meeting was called to order at 7:10pm at the Ypsilanti District Library, 229 W. Michigan Avenue. Attending was Sarah Walsh and Bob Krzewinski with Jared Talaga unable to attend due to transportation problems. City Council member Pete Murdock also attended.

2. Introductions - Audience participation- Public input – Pete gave an overview of road projects coming up for the city including the possibility of major work on the Forest and Cross Street bridges.

3. General business
    a. Agenda approval – A motion was made by Sarah, seconded by Bob, to approve the meeting agenda.
    b. Approval of June meeting minutes – A motion was made by Sarah, seconded by Bob, to approve the meeting minutes from June (there was no July meeting).
    c. Additional Committee member recruitment – Bob will work on this.

4. Old & continuing business
    a. 2018 Committee priorities
        1. Bike lane projects
            - Harriet, Spring, Factory, Maus (First to Emerick) - No update.
            - West Cross (Wallace to western City limit) - Pete indicated that engineering work is starting on repaving from Wallace west to the City limit and when significant progress is made the project will come up before the Planning Commission.
        2. Sidewalk projects
            - ReImagine Washtenaw update – No updates
        3. General projects
            - Non-Motorized Plan update completion – Sarah, Jared and Bob meeting regularly with City Planner Bonnie Wessler to complete this update by the year's end.
            - I-94 Huron Street crossing (along with traffic calming on Huron-Hamilton-Washtenaw) - involves MDOT jurisdiction areas – No updates.
            - Border To Border Trail completion – Bob gave an update on the Washtenaw County Parks & Recreation Eastern Washtenaw County B2B Completion Master Plan working group with the last meeting being on July 31st. At that meeting discussions were held on preferred routings for the B2B through/around Eastern Michigan University, along Grove Road and the far eastern side of the County.
            - Bike Friendly/Walk Friendly applications follow up – Bob will look into a BFC sign for City Hall with the WFC application submission dependent on when the City Non-Motorized Master Plan is updated.
            - Public education/communications (Committee newsletter, snow/vegetation removal)
            - Pedestrian safety improvements (signage/markings)
            - Traffic calming (additional bump-outs, more radar speed signs, speed bump policy) - involves MDOT jurisdiction area – Discussion about some locations (i.e. southbound Prospect south of Holmes, westbound Cross west of River) having permanent radar speed signs.
    b. Parkridge Festival – August 25, noon to 2:30pm – The Non-Motorized Advisory Committee will have a table at the event and giving away 50 helmets courtesy of the Ann Arbor Bicycle Touring Society. The Ypsi Bike Co-Op will also be providing free bicycle repairs.
    c. EMU August bike event – August 11th at the Eastern Michigan University Convocation Center.
    d. Sharrows/Bike Route Signs (Hamilton/Congress/Summit) – Sharrows and bike route signs have been removed from Hamilton Street.

5. New Business
    a. Planning Department update - No new updates.
    b. Local education: statewide 3 foot passing law – Bob – Bob will work on a public education campaign about the new Michigan law that requires motorists to give bicyclists three feet of passing distance.
    c. City Transportation meetings discussed.

6. Other Items – Announcements - Bob will invite the City Manager to a future meeting.

7. Adjournment – A motion was made by Sarah, seconded by Bob, to adjourn the meeting at 8:26pm. The next meeting will be Thursday, September 8, 7pm at the downtown Library.