

1. Dec 2018 Agenda

Documents:

[01-DEC 2018 AGENDA.PDF](#)

2. Dec 2018 Packet - Individual Items

Documents:

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[02- 11-14-18 DRAFT PLANNING MEETING MINUTES.PDF](#)
[03-CASLER.PDF](#)
[04- OLD BUSINESS.PDF](#)
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[06- 2019 PLANNING MEETING SCHEDULE.PDF](#)
[07- NONMOTORIZED REAPPOINTMENTS.PDF](#)
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[09- MTG NOTES - OCT 3 2018.PDF](#)
[09- HOUSINGMEETING NOTES - DEC 5 2018.PDF](#)

2.I. Dec 2018- Housing Minutes November

Documents:

[09- MEETING SUMMARY 11 7 18.PDF](#)

2.II. Dec 2018 Packet - Communications/Public Comment

Documents:

[HISTORIC GILBERT NA COMMUNICATION.PDF](#)

3. Dec 2018 Packet - One File

Documents:

[00- DEC 2018 PACKET.PDF](#)

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

UPDATED 12-14-18

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

- November 14, 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

- 9 Casler: Serious Sober Living
Public Hearing: Rezoning Request

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

- Annual Report
- 2019 Schedule of Meetings
- Reappointment of Members to the Non-Motorized Transportation Committee
- Public Kiosks

VIII. Future Business Discussion / Updates

IX. Committee Reports

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

X. Adjournment

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**PLANNING COMMISSION
MEETING MINUTES
November 14, 2018
CITY COUNCIL CHAMBERS
7:00 P.M.**

I. CALL TO ORDER

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

II. ROLL CALL

Present: M. Dunwoodie, J. Donnelly, M. Simmons, T. Dennis, J. McGadney
H. Jugenitz

Absent: J. Talaga (Excused) P. Hollifield (excused)

Staff: Bonnie Wessler, City Planner
Nan Schuette, Executive Secretary

III. APPROVAL OF MINUTES

Commissioner Jugenitz moved to approve the minutes of October 17, 2018 (Support: M. Simmons) and the motion carried unanimously.

IV. AUDIENCE PARTICIPATION

Amber Fellows, Vice-Chair, Human Relations Commission, was in attendance representing the Human Relations Committee to discuss “flyer-ing”. While she realizes that City Council is the only body that can make a decision on this, she is asking that the Planning Commission support looking at the possibility of installing 4 public kiosks in Ypsilanti. In 1983, the city put together under a nuisance ordinance, a section about “flyer-ing” to prevent this on public utility poles and public spaces. Since then, they have done some research to see if there are any public kiosks and found that they have an ordinance that doesn’t really function. The community consists of artists, musicians, tutors, etc. and it is her opinion that people need to be able to put out their services and there is no real way for people to participate in noticing. They decided to follow up on this. There is no news outreach in Ypsilanti and it is a huge barrier for people reaching out to others in the community. There is broad community support for this. She is asking that a resolution be added to this agenda or a future agenda giving support prior to them taking it to City Council. She distributed copies of a resolution, in which the Human Relations Commission are asking that Section 42-81 of the Ypsilanti Code of Ordinances be referred to the Planning Commission suggesting the ordinance be lifted until the installation of a minimum of four kiosks to be installed in the city. She also stated that it was her understanding that a grant had been turned down on the proposed skate park and thought it was of interest to the Planning commission. She planned to go before the Parks & Recreation Commission to discuss this.

Commissioner Dennis asked if there was any way to pay for these kiosks and Ms. Fellows responded that this would be up to city council.

Samuel Jones-Darling, Chair Humans Relations Commission, stated that he agreed with the previous speaker and hopes that the Planning Commission will offer some guidance and take this matter up.

Isaac – added that he is excited with this resolution and feels it would be helpful to have everyone work together on a resolution. He is a musician and feels it would be helpful to him to be able to spread the word.

V. PRESENTATION AND PUBLIC HEARING ITEMS

1. 528-530-534 N. Hamilton, The Keg

City Planner Wessler, gave a presentation, stating that the applicant is planning to demolish the small building that was formerly a pizza place and expand the Keg's footprint southward adding quite a bit of parking and do a number of site improvements. They are required to submit for a Special Use Permit since they will be a food store selling alcohol, less than 15,000 sq. ft. which triggers special use permit in this district. Staff has reviewed the application against the conditions of the special land use and has been discussed that in the report, with no issues. There are a few issues with the site plan, primarily about landscaping, that can be surmountable. Planning is recommending conditional approval with two waivers, one with a setback of the parking from the property to the south and one from the street due to the lack of parking on N. Forest with 8 conditions noted in the staff report included in the packet. We do require up to 3 trees be added to the site as part of our off-street landscaping requirements and a 3-4 ft screen at 80% opacity and be done in accordance with our corner clearance guidelines. OHM provided engineering review just received a couple of hours ago – they are recommending denial, with site plan review comments and preliminary detailed engineering review comments.

Commissioner Jugenitz asked for confirmation about bike parking – recommendation to move to the westernmost parking to which Ms. Wessler agreed. Commissioner Dennis asked about the entry off the street – Ms. Wessler stated that the applicant has applied for a variance. Chair Dunwoodie asked Ms. Wessler to give some background information on this request. Ms. Wessler stated that had been tabled and referred to the ZBA - the applicant withdrew application and this is a re-application.

Commissioner Jugenitz moved to open the public portion of the hearing (Support: T. Dennis) and the motion carried.

Jeff Lieb, Attorney, 30445 Northwestern, Joe Novitsky, Architect, Berkley and Tom Tamou, Owner, Sterling Heights were in attendance to represent the owner.

Mr. Lieb stated that Mr. Tamou, who is the owner of the Keg for 15 years, wants to renovate and upgrade. Building has been there at least 80 years as a party store. After

a ZBA decision in May, they ended with a facilitation that was orchestrated by the City Attorney, Dan Duchene. They met with Ms. Wessler and others of staff and agreed to come before ZBA last month and to come here this evening. The ZBA did not have a quorum and there was no meeting held. They understand that this could be approved by the Planning Commission subject by to ZBA approval at their meeting in two weeks. He referred to 23 pages of signatures by neighbors in a petition of supports. All the suggestions made can be accommodated.

Mr. Novitsky stated that with reference to the door on front, they did what was recommended and will be put on the corner. They have no problem with staff recommendations. The bike rack will take up one of the parking spaces. They will facilitate everything that is required.

Mr. Tamou added that he has a perfect spot for a kiosk that was referred to by one of the speakers during audience participation.

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

Chair Dunwoodie stated that there are significant changes from the last time they came before the board. Ms. Wessler added that primarily the design of the façade was a sticking point of the ZBA, which is now improved. Commissioner Jugenitz agreed. Chair Dunwoodie wanted confirmation of the street tree requirement and Ms. Wessler responded that we could grant a waiver for part or all of it – the trees would be in area where there is a lot of street signage. They are showing three trees – might be able to do four trees – could grant waiver for all six trees or some number less than six, it's the discretion of the Planning Commission. Commissioner Jugenitz asked about the number of parking spaces. Chair Dunwoodie stated 20 are proposed and 17 are required. Chair Dunwoodie also discussed screening and said he would be comfortable with that and doesn't see a problem. Commissioner Jugenitz added that she is in favor of the bike parking closer to Huron Street as possible. Chair Dunwoodie also added that with regard to the letter from OHM dated today; the engineering would need to be met as a condition of approval. Chair Dunwoodie stated we need to add a condition that approval would be subject to the requirements of the ZBA. Ms. Wessler also added that we need to add a condition if the ZBA does not grant the variances, it would have to come back before the Planning Commission.

Commissioner Dennis moved that the Planning Commission approve the Special Use Permit for the Party Store Expansion at 534 N. Huron subject to approval of the site plan and the Planning Commission also recommends the approval of the Site Plan for the Party Store Expansion at 534 N. Huron subject to the ZBA review of the variance from the street side setback on the N. Huron frontage and HDC review of the demolition of 530 N. Huron, with the following findings, waivers, and conditions:

Findings:

The applicant is legally eligible to apply for site plan review, and all required information has been provided under Sec 122-311(a).

Waivers:

1. Waiver requested from Sec 122-683(h) due to provision of screening fence and presence of curb & gutter.
2. Waiver requested from Sec122-636, Street Trees, due to lack of available space on W. Forest and for up to three (3) trees on N. Huron.

Conditions:

1. Applicant to combine the three subject parcels.
2. Applicant to provide three (3) trees on-site, or mark existing trees to remain to meet the requirements of Sec122-684(b)(1).
3. Applicant to provide a 3'-4' screen at 80% opacity where the parking lot is visible from ROW, per Sec122(c)(2).
4. Applicant to consider relocating bike parking to south-westernmost vehicle parking space to make bicycle parking more accessible and visible to site visitors, as well as to ensure adequate lighting is available.
5. Applicant to mark a pedestrian walkway in eastern drive and/or to provide signage advising drivers to watch for pedestrians, as a raised walkway cannot be provided at this location.
6. Applicant to modify fence along east side and south sides of property in accordance with visibility standards.
7. Applicant to provide three to four street trees on the N. Huron St side of the property.
8. Applicant to provide more information about the plant material proposed.
9. Applicant needs to meet requirements of OHM letter dated November 14, 2018.
10. If Zoning Board of Appeals does not approve the variances to the site plan, it must come back before the Planning Commission

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

2. Non-Family Occupancy Cap – Text Amendment

City Planner Wessler stated that City Council has the power to ask Planning Commission to do a text amendment. The resolution is included in the packet and the action requested is in the Zoning Ordinance Text Amendment to changing the “three unrelated adults’ requirement”. Per this resolution, Council is requesting this change specifically in the CN and CN-Mid zoning districts, which are centrally located and largely rental. What was discussed were some options – removing occupancy cap or tie it to number of bedrooms; removing the cap entirely for both of these zoning districts.

The requested change refers to the definition of “family.” Which effectively caps the number of unrelated persons who can reside together in a dwelling unit not within the GC, NC, HC, and MD districts at three persons, within those districts this cap is set at 4. This does not limit the size of families who can dwell together. The definition of “family” includes those related by blood, legal action, or by virtue of being a continuing, non-transient domestic unit acting as a single non-profit housekeeping unit. Further it allows for up to two unrelated individuals to reside in the same unit as a family.

Non-family households with more than the threshold number of occupants are de facto considered “group residence.” Group Residences/Roominghouses are permitted by right in the HHS district with up to six residents; 7 or more residents require a special use permit. Group Residents/Roominghouses in the CN district are permitted only by Special Use Permits that have been issued in the city, as well as similar SUPs that predated the current definitions (fraternity/sorority being the most common). Special Use Permits do not expire except in rare cases, such as medical marijuana, and they run with the land, meaning that they stay with the property even if it changes hands or occupancy changes.

This was a contentious discussion during our last Master Plan. Public feedback on this topic is very vociferous. She compared with other areas, i.e. Ann Arbor, Ypsilanti Township and detailed her findings and feels there is not a great answer out there at this time. Staff recommends approval and that we ask the Housing Committee to take up as part of their planning process. We have not received guidance from City Council. There is not any consensus from City Council on one particular issue.

Commissioner Dennis stated that as a member of the Housing Committee, it is her opinion that this is something we should look at since one of our issues is that the Housing Committee doesn't have enough housing stock. Lifting a ban or tie it to the number of bedrooms would allow more people to live together. Commissioner Jugenitz is in favor of changes that are not going to restrict where people can live whether they are a member of a family or not. It is her opinion that the Housing Committee can take up this issue and come back with a recommendation, especially when we have a subgroup that is working on housing. It seems that there is some hesitation on the part of Planning on where to draw the line. Commissioner McGadney asked the pitfalls and wondered why it had not been taken up by Council before now. Ms. Wessler responded that in regard to process, Planning Commission has to make a recommendation and there are many people out there that feel very comfortable with six unrelated people living next door to them and there are others who feel very strongly against it. Chair Dunwoodie asked if there was a specific issue that prompted this discussion and Ms. Wessler responded that she doesn't know if there was a specific issue but it was brought forward by then Councilmember Bashert. Ms. Wessler feels that this is a very polarizing issue.

Commissioner Jugenitz gave some detailed information on how this would be handled in the Housing Committee.

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

Amber Fellows - Housing Committee has broader reach in different parts of the community and more support. The discussion needs more finessing. What she has heard in the past is it is more restrictive in certain areas. It seems to be more concentrated where renters are and more of a segregating issue and she would be happy to see more relaxation in places like Normal Park, College Heights, Depot Town, etc. If we are going to do it in one area, we should do it in every area.

Samuel Jones-Darling - He feels that this should be taken seriously. We could end up in the situation that Ann Arbor is now where this has become a matter of gentrification which will literally force certain populations of students into a certain area of the city. He is concerned about that since Ypsilanti has a number of larger property management property owners that own a large number of properties and that are rental usage and we could end up with a rent-a-room style where we need family housing and the landlords would not want that because they would make more money by renting out rooms instead of renting to a family. We would end up forcing families to move to the Township losing our core of the city because landlords would be more interested in making a profit. He hopes that when it comes back to the Planning Commission that we look at that aspect of the process.

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

Commissioner Simmons asked if they are expecting a turn-around time on this. He feels that it should go to the Housing Committee first. Ms. Wessler responded that she doesn't know what timelines council has in mind – all timelines are fungible and if the applicant is fine with the progress, there should not be any problems.

Chair Dunwoodie asked Commissioner Jugenitz if the Housing Committee has time and is comfortable with addressing this with their remaining responsibilities and she responded that she sees this as consistent with their responsibilities but not sure of the of time and resources they are going to have. If the committee does not have appropriate resources to take on both of them, she would still ask them to consider weighing in on a statement or opinion on this and then it would come back to this commission to decide whether or not they wanted to accept that recommendation

Commissioner Dennis moved to table and refer it to Housing Committee and then take it back upon submission or conclusion of Housing Committee (Support: H. Jugenitz). A roll call vote was taken and carried unanimously.

Chair Dunwoodie asked staff about definition of family as it related to safety of the community and Ms. Wessler responded that people can't be safe unless they have a roof over their heads. There is also the perception that there are safety issues at all levels.

VI. OLD BUSINESS

1. 307 N River – Site Plan Review.

This item will be going to Zoning Board of Appeals on November 28th.

2. Medical Marijuana Provisioning Centers: Increase in buffer

No update on this item. Waiting for direction from Council. Probably not any real changes until 2020. Records from voting precincts were pretty high in favor of State recreational proposal.

VII. NEW BUSINESS

Commissioner Dennis likes the idea of having a place where public notices can be posted and would like Planning Commission to look at this. There are issues that we can address – could probably come up with an ordinance, which doesn't cost money

The city doesn't own utility poles and we have no say on what can be done with them. Regarding pricing on kiosks, the signs that we have in our parks, run about \$2500 and kiosks about \$5000 – council controls budget and it would be their decision – Dennis thought maybe some kind of bulletin board on public buildings or maybe some private owners would allow it on their property. Ms. Wessler added there is nothing to prevent private owners to do this and it would be up to city council for a decision on this as far as public buildings are concerned. Commissioner Jugenitz feels it would be within our purview to discuss this issue and would like to wait until we have a complete board to have this conversation within the Planning Commission and members of the public on some kind of accommodation.

Commissioner Simmons says there is a need for more dialog since he has been a victim of not getting public notices and the public not getting their information. Agrees that more dialog is necessary. Commissioner McGadney agrees that we should pursue this.

Chair Dunwoodie stated most of what he has heard he is in agreement with the fact that something needs to happen but we have the contradictory issue that we can't post notices except public kiosks and us not maintaining public kiosks. We should look at this subjectively since we do not have the power to change the nuisance ordinance nor do we have the power to affect how it is enforced – these are issue that are under City Council and City Manager respectively, not to say that we cannot do something, but more what it would look like.

Ms. Wessler agreed that we have previously discussed private signs – this would be a different item – a public kiosk to put on public land but is not something under the purview of zoning but more in the realm of traffic signs. She also added that we recently took on a new staff member in Community Development Manager, Christopher Jacobs. We have tasked him to work on an improved public participation policy. She is not sure if it will go to Planning Commission first or Council first. It talks about some enhanced ways of getting people advised of public process, different kinds of mailings, etc. She suggested that we keep the kiosk issue in mind and consider it a more holistic approach to public participation – could be included a Capital Improvement Plan coming before Planning Commission.

Commissioner Dennis stated that we should support the HRC because it does affect our public notices and we should support them in a formal manner and come up with a resolution, etc. as opposed to something informal. City Council works for the residents and for the Planning Commission. Chair Dunwoodie agreed that Council works for us as residents, but not as Planning Commission. Commissioner McGadney asked if it is out of our purview to ask Council to take something up. Commissioner Simmons agreed that if someone brings something to our commission, we need to talk about it. Ms. Wessler responded to Commissioner McGadney's question stating that at a certain level, we have to consider the express ordinance request by the will of the people and Council is the agent of change, so - if the will of the people changes, then it is incumbent upon council to act. The ordinance provides the rights and responsibilities

of duties of both Planning and HRC. The way the ordinance works is that the HRC reports to Council and the Planning Commission reports to Council. There is no provision for dialog for the two groups to team up and provide information to council unless they have been asked to provide information. Since the HRC has already submitted a request to Council, it would be challenging for Planning Commission to submit the same thing to council without having been asked by council for its opinion. There is not a physical way for kiosks to be erected in the city before April. She would urge Planning Commission if they feel so moved as to recommend something to council, it would be to examine and improve public participation in the city. She will check with Christopher Jacobs to see where he is on a draft on public participation.

Samuel Jones-Darling – one of Planning Commission's responsibilities is to advocate use of the Master Plan. He feels that it is important for Planning Commission to pick this up - he referred to the resolution 2018-003 by the HRC referring this to the Planning Commission.

Amber Fellows – wants more Commission support for when it goes to Council. It is her opinion that Planning Commission can do this. Stated displeasure with staff's advice regarding the role of the Planning Commission.

It was agreed that this could be added to New Business for next month's agenda for further discussion.

VIII. FUTURE BUSINESS DISCUSSION/UPDATES

Couple of items in December.

IX. COMMITTEE REPORTS

1. Non-motorized Committee Report

No committee report available.

2. Master Plan – Housing Affordability/ Access subcommittee report

Commissioner Jugenitz stated that the group had met and were focused on public engagement process on surveys. Their next meeting will be December 5th.

3. RFP

Ms. Wessler stated that staff did put an RFP for a Master Plan update and Sustainability Plan all on one. A lot of our plans are being updated.

X. ADJOURNMENT

Since there was no further business, Commissioner Dennis moved to adjourn the meeting (Support: J. Donnelly) and the motion carried unanimously. The meeting adjourned at 9:10 pm.



City of Ypsilanti
Community & Economic Development Department

December 2018

**Staff Review of Rezoning Application
Serious Sober Living
9 Casler**

GENERAL INFORMATION

Applicant:	Kirk Winnega
Project:	Serious Sober Living
Application Date:	October 26, 2018
Location:	North-east of Spring/Harriet and Huron intersection, near intersection of Casler and Bell
Zoning:	Core Neighborhood Mid
Master Plan:	Central Neighborhood
Action Requested:	Rezone parcel to CN, Core Neighborhood
Staff Recommendation:	Denial

PROJECT AND SITE DESCRIPTION

A rezoning is requested for parcel #11-11-39-403-001. The parcel is 0.19 acres with an existing single-family home on site. The property is currently zoned CN-Mid, as are the other properties fronting onto Casler. The property owner wishes to have the parcel rezoned to Core Neighborhood. No variances or special uses have been approved for the property.

Figure 1: Subject Site Location & Zoning

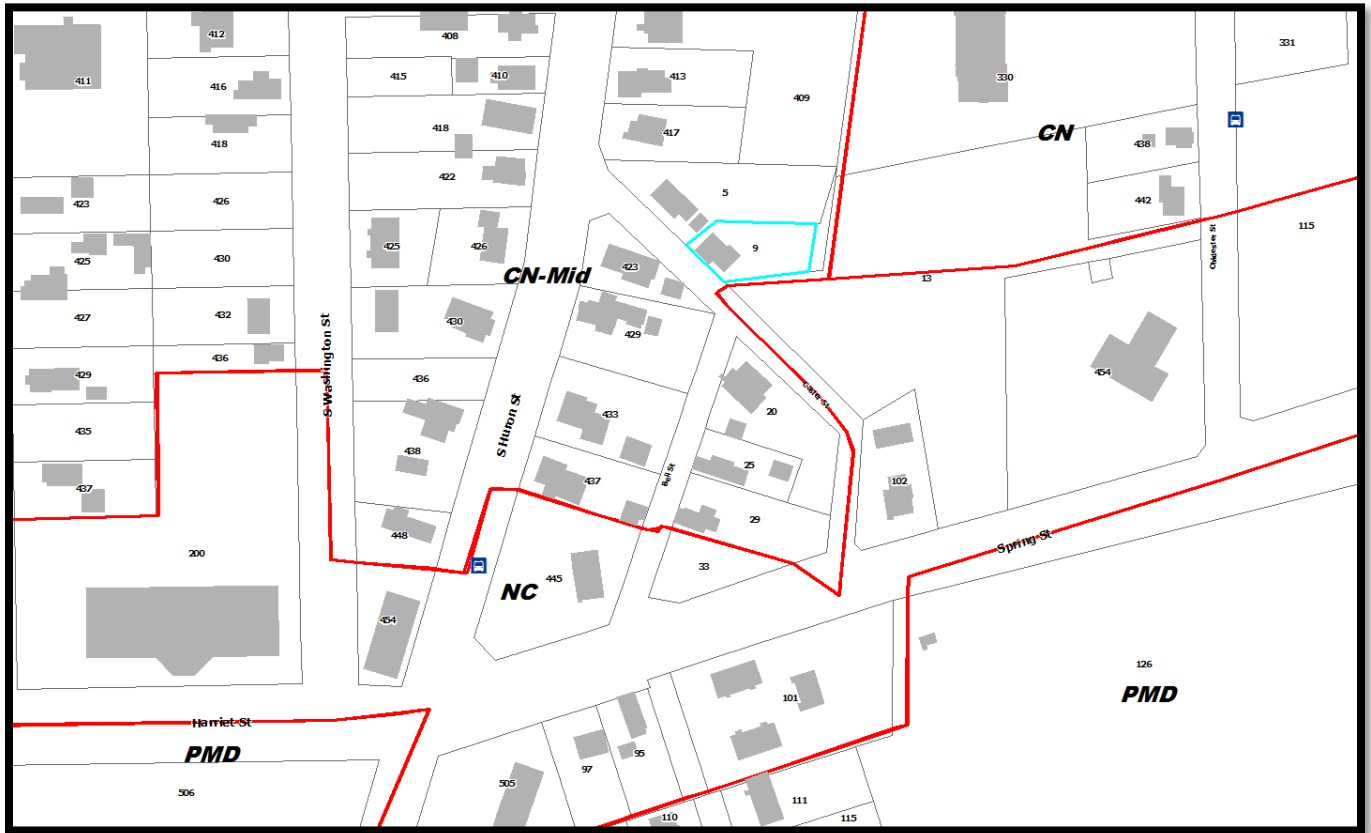
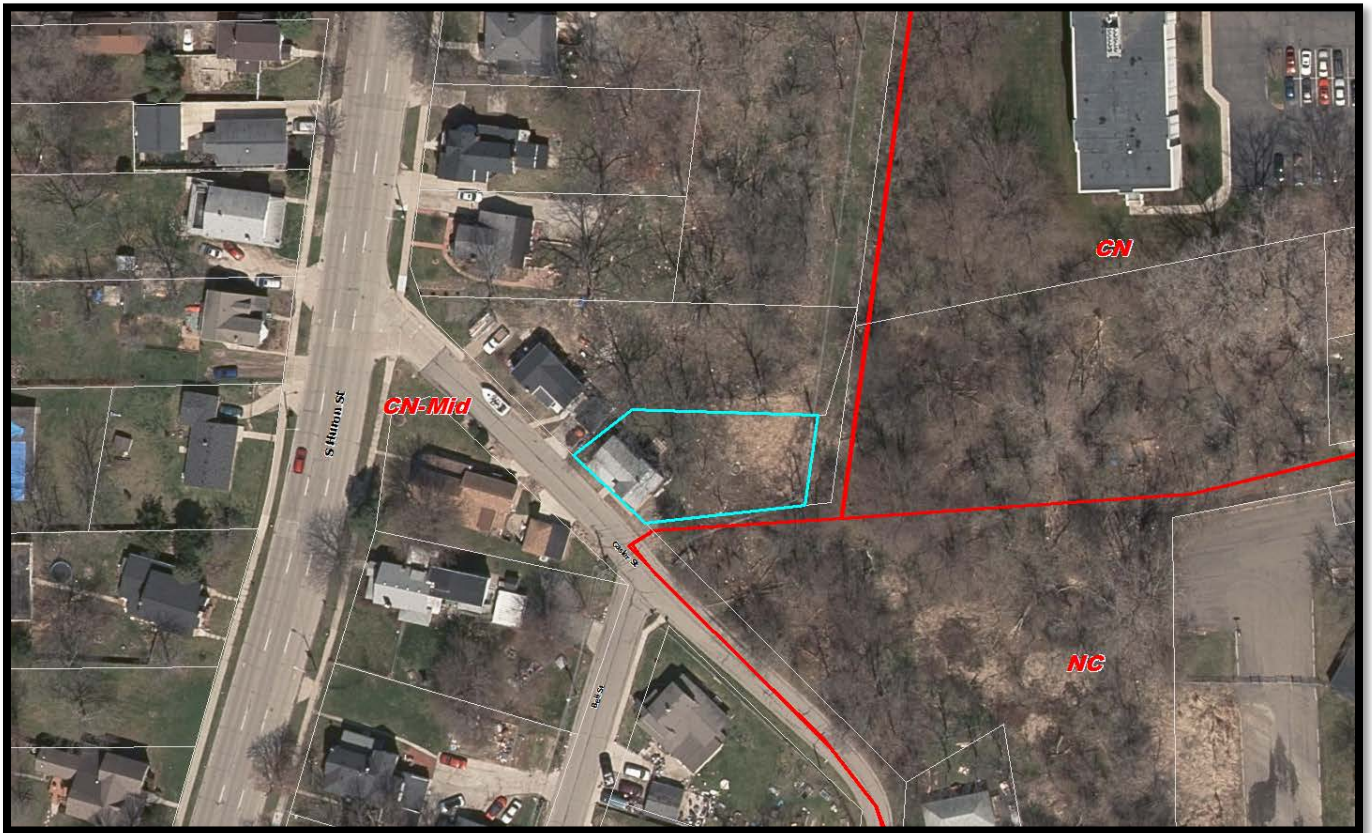


Figure 2: Site Aerial (2015)

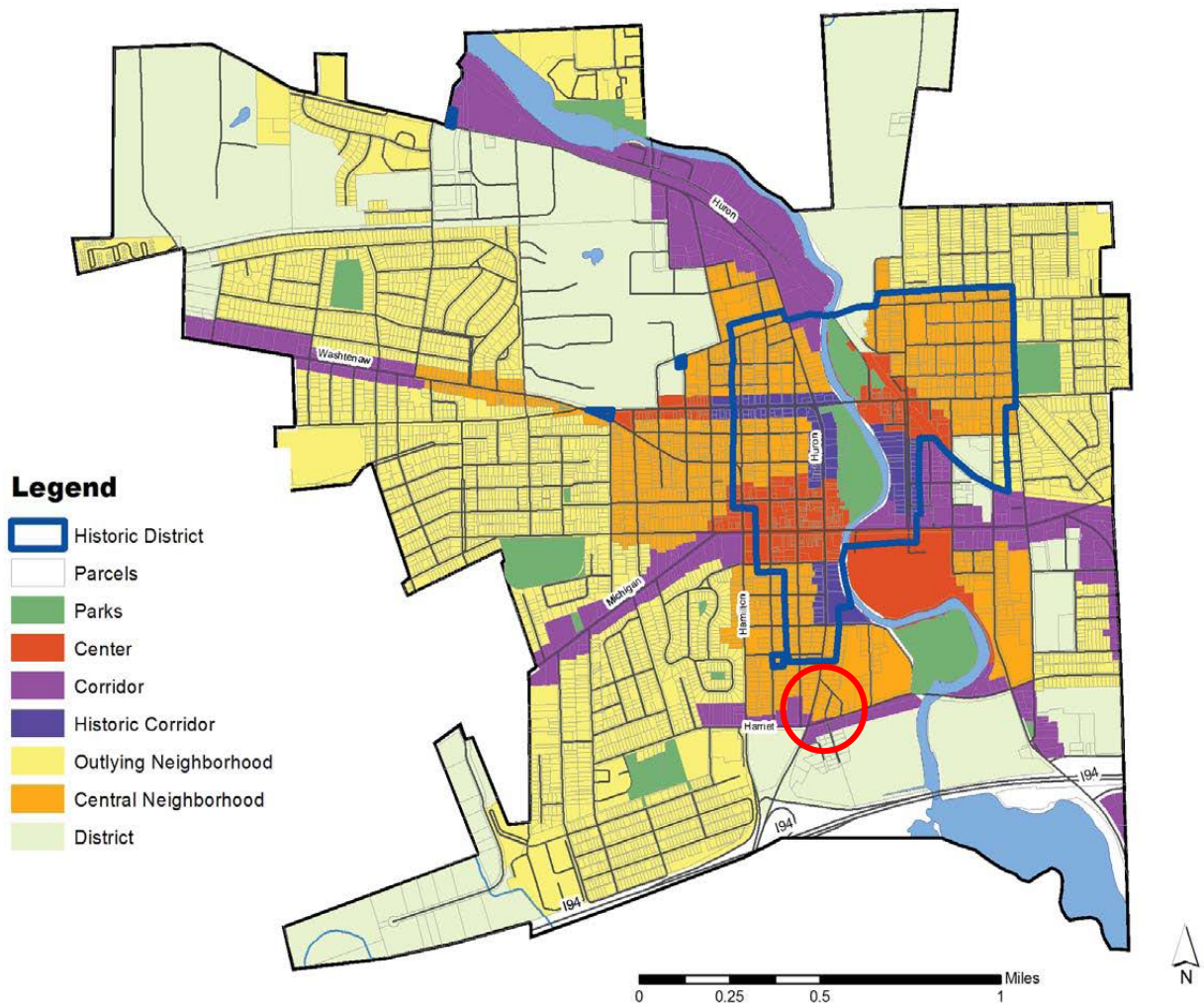


MASTER PLAN

The subject property is within the “Central Neighborhood” future land use. These neighborhoods are some of the oldest in Ypsilanti. Initially oriented on the Huron River, they are built on a grid street network connected to the adjacent business districts. They border Downtown, Depot Town and EMU. These neighborhoods have a range of residential building types, with churches, schools, stores and gas stations intermixed. Around the railroad, industrial uses are mixed into the neighborhood. The Master Plan states: “Under this plan, the mix of uses will follow the pattern of current zoning. ... When developing the form-based code zoning, the building types, uses and setbacks will be calibrated to preserve the character of these neighborhoods.” (p 30)

Note that the Core Neighborhood future land use map designation encompasses the current zoning designation of Core Neighborhood, Core Neighborhood-Mid, and Core Neighborhood – Single Family.

Figure 3: Future Land Use Designations



EXISTING LAND USE AND ZONING

Figure 4: Surrounding Land Use and Zoning

	LAND USE	ZONING
NORTH	Mix of single- and multi-family properties	CN-Mid
EAST	(hill) vacant land; apartment building, church	CN (north, apartment complex) NC (south, church)
SOUTH	Mostly single-family homes, some multi gas station	CN-Mid NC (gas station)
WEST	Mostly single-family homes, some multi	CN-Mid

Figure 5: Surrounding Land Use and Zoning



REZONING IMPLICATIONS

INTENT

Core Neighborhood is intended to directly border center districts and have a variety of housing types, ranging from cottages to group living to apartment buildings. This district also affords opportunities for accessibly-placed walkable, neighborhood businesses.

Core Neighborhood Mid generally abuts the Core Neighborhoods, and offers a less dense and less intense residential area with opportunities for accessibly-placed low-intensity walkable, neighborhood businesses. Housing types range from mansions to cottages, with multiple-family and single-family uses. This zoning may also be used as a transition zone between single-family districts and mixed use districts.

Figure 5: Permitted uses in existing and proposed zonings.
Differences are highlighted

<i>P=Principal, A=Accessory, S=Special Land Use, -- = Not Permitted</i>				
USES	CN-MID	CN	NOTES	SPECIFIC REGULATIONS
RESIDENTIAL				
Single-Family Detached Dwelling	P	P		
Single-Family Attached Dwellings	P	P		In "townhome" building type only
Accessory Dwelling Unit	A	A		
Two-family dwelling units	P	P		
Multiple Family Dwellings, maximum of 4 units per building	S	P		
Multiple Family Dwellings, more than 4 units per building	--	S		
Apartments located above ground floor of permitted nonresidential uses	--	P		
Home Occupation	A	A		Section 122-527
Family Child Care Home	A	A	1-6 children	Must be licensed by the state and must comply with the minimum state standards for such facilities.
Group Child Care Home	S	S	6-12 children	Section 122-521
Adult foster care family homes	A	A	1-6 adults, day care and 24 hour care	Must be licensed by the state and must comply with the minimum state standards for such facilities.
Group residence	--	S		Section 122-526
Roominghouse	--	S		
Group living with support staff, not licensed by State of Michigan	--	S	Includes supportive housing, rehabilitation housing or dormitories.	Section 122-548

<i>P=Principal, A=Accessory, S=Special Land Use, -- = Not Permitted</i>				
USES	CN-MID	CN	NOTES	SPECIFIC REGULATIONS
Adult foster care small & group homes, adult congregate facilities	S	S	7 or more adults. Licensed by State of Michigan.	Section 122-511
Adult foster care facilities licensed by a state agency for care and treatment of persons released from or assigned to adult correctional facilities.	--	S		
RECREATION, EDUCATION & PUBLIC ASSEMBLY USES				
Park	P	P		
Indoor recreation	--	A		Section 122-529
Primary & Secondary Schools (public & private)	S	S	Public schools are only subject to State regulations regarding location and construction.	Section 122-545
Post-secondary educational institutions (public & private)	S	S	Public schools are only subject to State regulations regarding location and construction.	Section 122-545
Religious institution	S	S		Section 122-543
Private assembly, including banquet hall	--	S		
Municipal, county, regional, & state service uses	S	S		Section 122-535
Public Art	A	A		
SERVICES				
Bed & Breakfast or Inn	S	S		Section 122-520
Funeral Homes	S	S		
Nursing Homes	S	S		Section 122-536
Medical or Dental Offices, less than 5,000 square feet	S	S		
COMMERCIAL				
Arts & crafts studios	--	S		
Food stores, excluding sale of alcohol, less than 15,000 square feet	S	S		
Farmers' Market	A	A		When accessory to a non-residential use.
Garage Sales	A	A		Section 122-524
RESTAURANTS				
Carry-out and/or delivery restaurant	--	S		
Café or coffee shop	--	S		
AUTO-ORIENTED				
Automobile Filling Station - no repair	S	S		Section 122-516

<i>P=Principal, A=Accessory, S=Special Land Use, -- = Not Permitted</i>				
USES	CN-MID	CN	NOTES	SPECIFIC REGULATIONS
Automobile Share Parking	--	A		
INFRASTRUCTURE				
Essential Services	P	P		Section 122-523
Communication Devices	A	A		Article V, Division 3
Alternative Energy	A	A		Section 122-513
GARDENS/COMMUNITY GARDENS				
Community gardens	P	P		Section 122-525
Passive solar building	A	A		Must meet accessory building regulations for building type.
Toolhouses, sheds, and other similar buildings for the storage of domestic supplies	A	A		Must meet accessory building regulations for building type.

Figure 6: Area Regulations

BUILDING TYPE		CN	CN-MID	CN-SF	C	HHS	HC	NC	GC
MA	Mansion	L	L	L	--	--	L	--	--
ES	Estate	P	P	P	--	--	P	P	--
HS	House	P	P	P	--	P	P	P	--
CO	Cottage	P	P	P	--	--	--	--	--
TH	Townhouse	P	P	--	L	--	--	P	--
AH	Apartment House	P	P	--	P	P	P	P	--
CA	Courtyard Apartment	P	--	--	L	--	P	P	P
AB	Apartment Building	P	--	--	L	--	L	P	P
CS	Commercial/Mixed-Use Small	L	--	--	P	--	P	P	P
CM	Commercial/Mixed Use Medium	--	--	--	P	--	P	P	P
CL	Commercial/Mixed Use Large	--	--	--	P	P	--	--	P
SC	Single Story Commercial Building	L	L	L	--	--	L	P	P
LS	Large Single Story Commercial Building	--	--	--	--	P	--	--	P
MB	Multiple Story	--	--	--	P	P	--	--	P
IT	Institutional	P	P	P	P	P	P	P	P

HS HOUSE

Houses are detached, generally single-family dwelling units. They are located on lots that accommodate a primary building with small side yards and relatively large rear or front yards. They generally have one primary entrance.

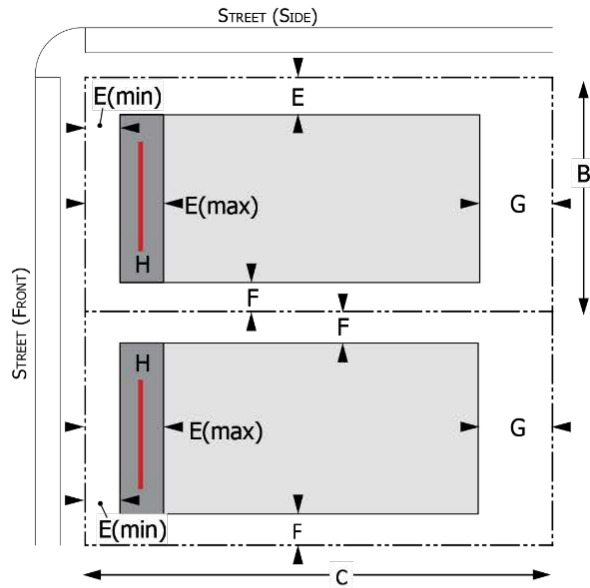
LOT REQUIREMENTS		MIN	MAX
A	Lot size (sf)	4,000	12,000
B	Lot width (ft)	35	80
C	Lot depth (ft)	100	--
D	Lot coverage (%)	--	60
BUILDING ENVELOPE		MIN	MAX
E	Street setback (front or side) (ft)	15 ⁽¹⁾	25
F	Side setback (interior lot line) (ft)	5	--
G	Rear setback (ft)	20	--
H	Frontage buildout (%)	60	80
ACCESSORY BUILDING ENVELOPE		MIN	MAX
I	Street setback (ft)	30	--
J	Side setback (ft)	5	--
K	Rear setback (ft)	5	--
L	Building footprint (sf)	--	800
Note: there is a maximum of two accessory buildings.			
BUILDING HEIGHT		MIN	MAX
M	Principal building (stories)	1	3
N	Accessory structure(s) (ft)	--	15
PARKING LOCATION			
Permitted in the side, street-side, and rear yards.			
PRIVATE FRONTAGES			
Porch or Stoop required.			

(1) Where an existing front yard setback line has been established by existing residential dwellings occupying 50 percent or more of the frontage within the same block on the same side of the street, the depth of the front yard must be within the range so established.

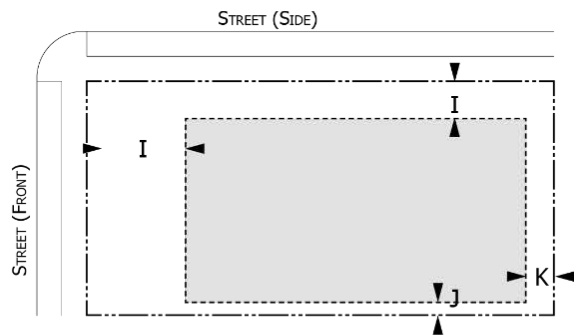


EXAMPLE

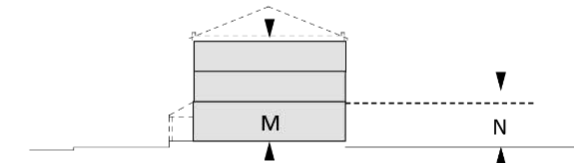
LOT REQUIREMENTS AND BUILDING ENVELOPE



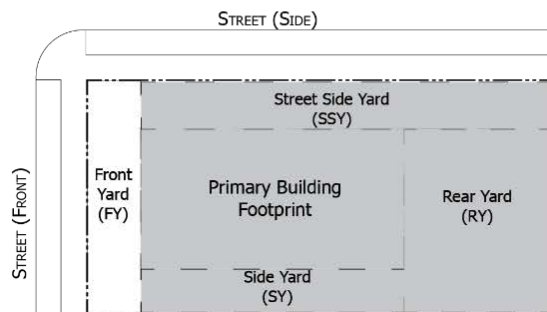
ACCESSORY BUILDING ENVELOPE



BUILDING HEIGHT



PARKING LOCATION



AH APARTMENT HOUSE

Apartment Houses may be buildings converted from single-family detached buildings or built to resemble them that contain two or more dwelling units, with lots that accommodate the parking and outdoor living areas for several dwellings.

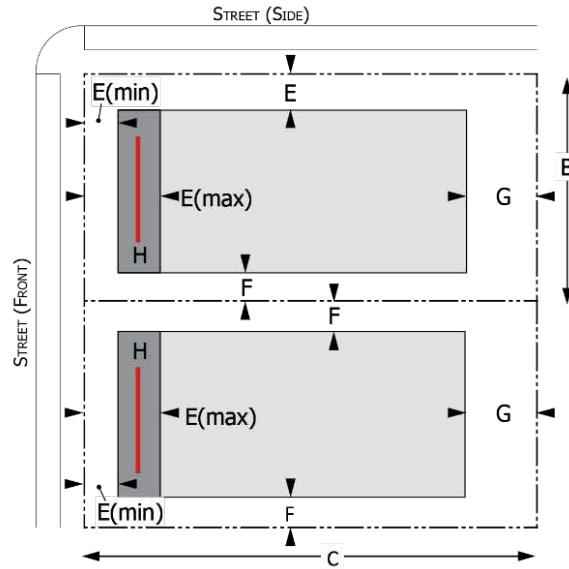
LOT REQUIREMENTS		MIN	MAX
A	Lot size (sf)	4,000	18,000
B	Lot width (ft)	40	120
C	Lot depth (ft)	100	150
D	Lot coverage (%)	--	50
BUILDING ENVELOPE		MIN	MAX
E	Street setback (front or side) (ft)	15 ⁽¹⁾⁽²⁾	25
F	Side setback (interior lot line) (ft)	5	--
G	Rear setback (ft)	20	--
H	Frontage buildout (%)	60	80
ACCESSORY BUILDING ENVELOPE		MIN	MAX
I	Street setback (ft)	30 ⁽¹⁾	--
J	Side setback (ft)	5	--
K	Rear setback (ft)	5	--
L	Building footprint (sf)	--	800
Note: there is a maximum of two accessory buildings.			
BUILDING HEIGHT		MIN	MAX
M	Principal building (stories)	1	3
N	Accessory structure(s) (ft)	--	15
PARKING LOCATION		Permitted in the side, street side, and rear yards.	
PRIVATE FRONTAGES		Porch or Stoop required.	

- Where an existing front yard setback line has been established by existing residential dwellings occupying 50 percent or more of the frontage within the same block on the same side of the street, the depth of the front yard must be within the range so established.
- If located on Washtenaw Avenue, must build no more than ten feet from future right-of-way line as defined in the ReImagine Washtenaw plan.

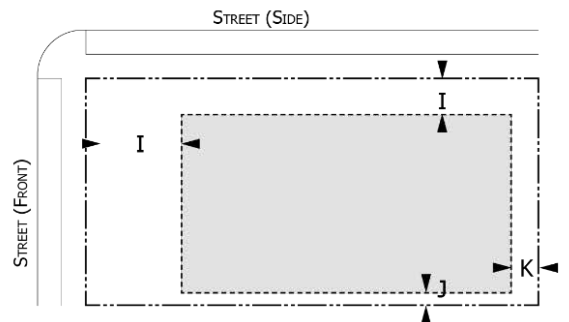


EXAMPLE

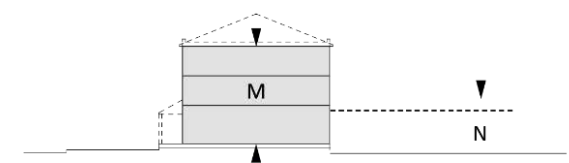
LOT REQUIREMENTS AND BUILDING ENVELOPE



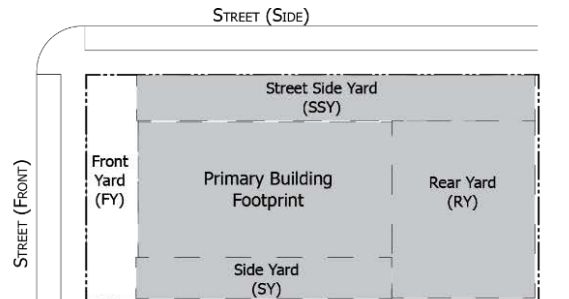
ACCESSORY BUILDING ENVELOPE



BUILDING HEIGHT



PARKING LOCATION



AB APARTMENT BUILDING

Apartment Buildings are generally multiple-story multifamily residential buildings, located on lots that may be as large as a city block and can accommodate two or more buildings and accessory parking, waste disposal, and outdoor living areas.

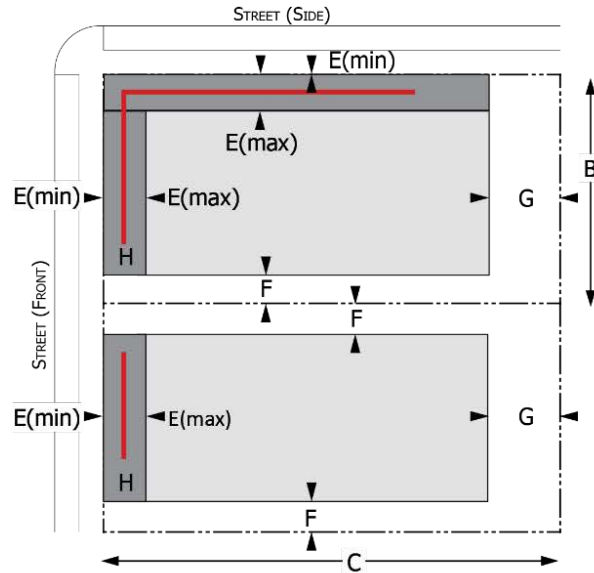
LOT REQUIREMENTS		MIN	MAX
A	Lot size (sf)	4,000	90,000
B	Lot width (ft)	30	300
C	Lot depth (ft)	100	300
D	Lot coverage (%)	--	80
BUILDING ENVELOPE		MIN	MAX
E	Street setback (front or side) (ft)	10 ⁽¹⁾	25 ⁽¹⁾
F	Side setback (interior lot line) (ft)	5	--
G	Rear setback (ft)	15 ⁽²⁾	--
H	Frontage buildout (%)	60	80
ACCESSORY BUILDING ENVELOPE		MIN	MAX
I	Street setback (ft)	30	--
J	Side setback (ft)	10	--
K	Rear setback (ft)	10	--
L	Building footprint (sf)	--	800
BUILDING HEIGHT		MIN	MAX
M	Principal building (stories)	2	6
N	Accessory structure(s) (ft)	--	15
PARKING LOCATION		Permitted in the side and rear yards.	
PRIVATE FRONTAGES		Porch, Stoop, or Forecourt required.	

- (1) If located on Washtenaw Avenue, must build no more than ten feet from future right-of-way line as defined in the ReImagine Washtenaw plan.
(2) When adjacent to existing detached single-family homes, the rear setback shall be a minimum of 25 feet.

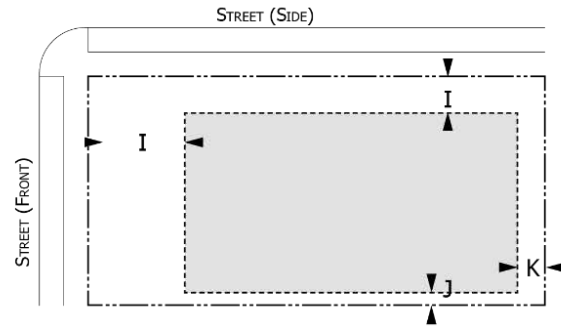


EXAMPLE

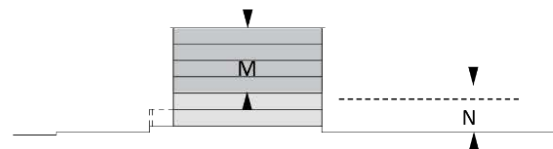
LOT REQUIREMENTS AND BUILDING ENVELOPE



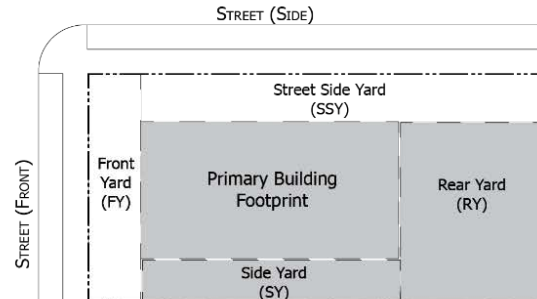
ACCESSORY BUILDING ENVELOPE



BUILDING HEIGHT



PARKING LOCATION



REZONING CONSIDERATIONS

122-362(b)

(b) Zoning Map Amendment. For a change in the Zoning Map, the Planning Commission shall consider and the City Council may consider, whether the proposed rezoning meets the following standards (with staff responses to each):

(1) The rezoning is consistent with the policies, guiding values and City Framework (Future Land Use Map) of the Master Plan, including any subarea or corridor studies. If conditions have changed since the current Master Plan was adopted, the consistency with recent development trends in the area.

The rezoning would not be consistent with the policies, guiding values, and future land use map. Rezoning only this parcel would be inconsistent with the surrounding neighborhood.

(2) The rezoning sustains the site's physical, geological, hydrological and other environmental features with the potential uses allowed in the proposed zoning district.

This rezoning allows for more apartments, including an apartment building. The site is adjacent to a steep slope and near a natural spring; any construction would have to be carefully reviewed and managed.

(3) The property proposed to be re-zoned can accommodate the requirements of the proposed zoning district.

It can.

(4) All the potential uses and building types allowed in the proposed zoning district are compatible with surrounding uses, buildings, and zoning in terms of land suitability, impacts on the environment, impacts on the transportation network, density, nature of use, aesthetics, infrastructure and potential influence on property values.

The intensity of the proposed zoning district does not match the neighborhood on Casler and Bell.

(5) The capacity of City infrastructure and services sufficient to accommodate the uses permitted in the requested district without compromising the health, safety, sustainability and welfare of the City.

The capacity is sufficient.

(6) The rezoning will not be detrimental to the financial stability and economic welfare of the City.

It will not be detrimental.

(7) The rezoning not would negatively impact the condition of any nearby parcels considering existing vacancy rates, current per-square-foot lease or sale rates, and other impacts.

Neighbors have expressed dissatisfaction with the property's current- and proposed- use as a group residence, citing increased traffic and poor management.

(8) The rezoning is consistent with the trend of development in the neighborhood or surrounding area.

The rezoning is not consistent with the neighborhood on Casler and Bell.

(9) The property in question was improperly zoned or classified when this Chapter was adopted or amended.

The property was not improperly zoned.

(10) Where a rezoning is reasonable given the above criteria, a determination shall be made that the requested zoning district is more appropriate than another district or than amending the list of permitted or special land uses within a district.

The most appropriate district for this area is CN-Mid.

STAFF RECOMMENDATION

Staff recommends that the Planning Commission recommend ***denial*** of the rezoning for 9 Casler from Core Neighborhood Mid to Core Neighborhood to City Council with the following findings:

1. The rezoning would not be consistent with the policies, guiding values, and future land use map, as rezoning only this parcel would be inconsistent with the surrounding neighborhood.
2. This rezoning allows for more apartments, including an apartment building. The site is adjacent to a steep slope and near a natural spring; any new construction or expansion would be challenging.
3. The intensity of the proposed zoning district does not match the neighborhood on Casler and Bell.
4. The rezoning is not consistent with the neighborhood on Casler and Bell.
5. This rezoning is not consistent with the trend of development.

Bonnie Wessler
City Planner, Community & Economic Development Division

c.c. File
 Applicant



**City of Ypsilanti
Planning & Development Department**

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



MAP AMENDMENT (REZONING) APPLICATION

Applicant*

Name	Kirk Winneba
Address	[REDACTED]
City	[REDACTED]
Phone	[REDACTED]

*If applicant is not owner of property, a written, notarized statement from the owner authorizing this application must be included.

Property

Name of project	
Serious Sober Living	
Address	
9 Casler	
List all parcel identification numbers included in request:	
11-11-39-403-001	
Current Zoning:	Proposed Zoning:
CN Mid	CN
Circumstances, factors, and other relevant information (may continue on a separate sheet):	
See attachment	

Signature

I hereby attest that the above information is accurate. I am authorized to and grant permission to the City of Ypsilanti staff to	
Signature	[REDACTED]
Print Name:	KIRK A WINNEBA

We are seeking your permission to change the zoning on our parcel located at 9 Casler. The parcel is currently zoned CN MID (Exhibit 1 colored red numbers) and we are requesting it be changed to CN. We feel our parcel fits both the model and neighborhood of CN zoning. The parcel is adjacent to the CN boundaries and somewhat of a peninsula (Exhibit 2 red dot). There are no neighbors to the south and only 2 neighbors on this short street. It is within sight of commercial property; gas station/convenience store (Exhibit 3 red underline)

Our property is well maintained and has a large parking area with no street parking needed. Our target clients are students and/or young men transitioning out of the Brighton Hospital of Recovery and Dawn Farm program. There are only 2 occupants to a room. The young men staying at our facility have strict rules to follow: Absolutely no alcohol or drugs on the premises, strict daily curfews, weekly drug testing, no guests, must be employed and/or an enrolled student, and must be active in a recovery program. Any violation of these rules results in an immediate dismissal. Our occupants should be out of the house most of the day either working or attending classes. We offer the following free-of-charge to our occupants: resume writing assistance, air conditioning units in each bedroom, and all utilities.

Our desire is to be a positive influence in the neighborhood by giving young men a structured lifestyle to help facilitate their return to the community. We are working directly with the Ypsilanti courts and have even been able to help local police officers with personal family issues. This house is our personal mission to give back to the community for all our own blessings. It was a home-setting just like the one we are trying to emulate that saved our son's life. He is passionately and actively involved in monitoring this home and ensuring its success. Our goal is not to be a burden on the city of Ypsilanti, but rather be actively involved in its long-term health. We want to continue to work directly with its courts, police, universities, and people. As such, we ask you to please accept our request to re-zone the property to CN to ensure a positive impact for all.



Ypsilanti Townshi...

Listing Type

Any Price

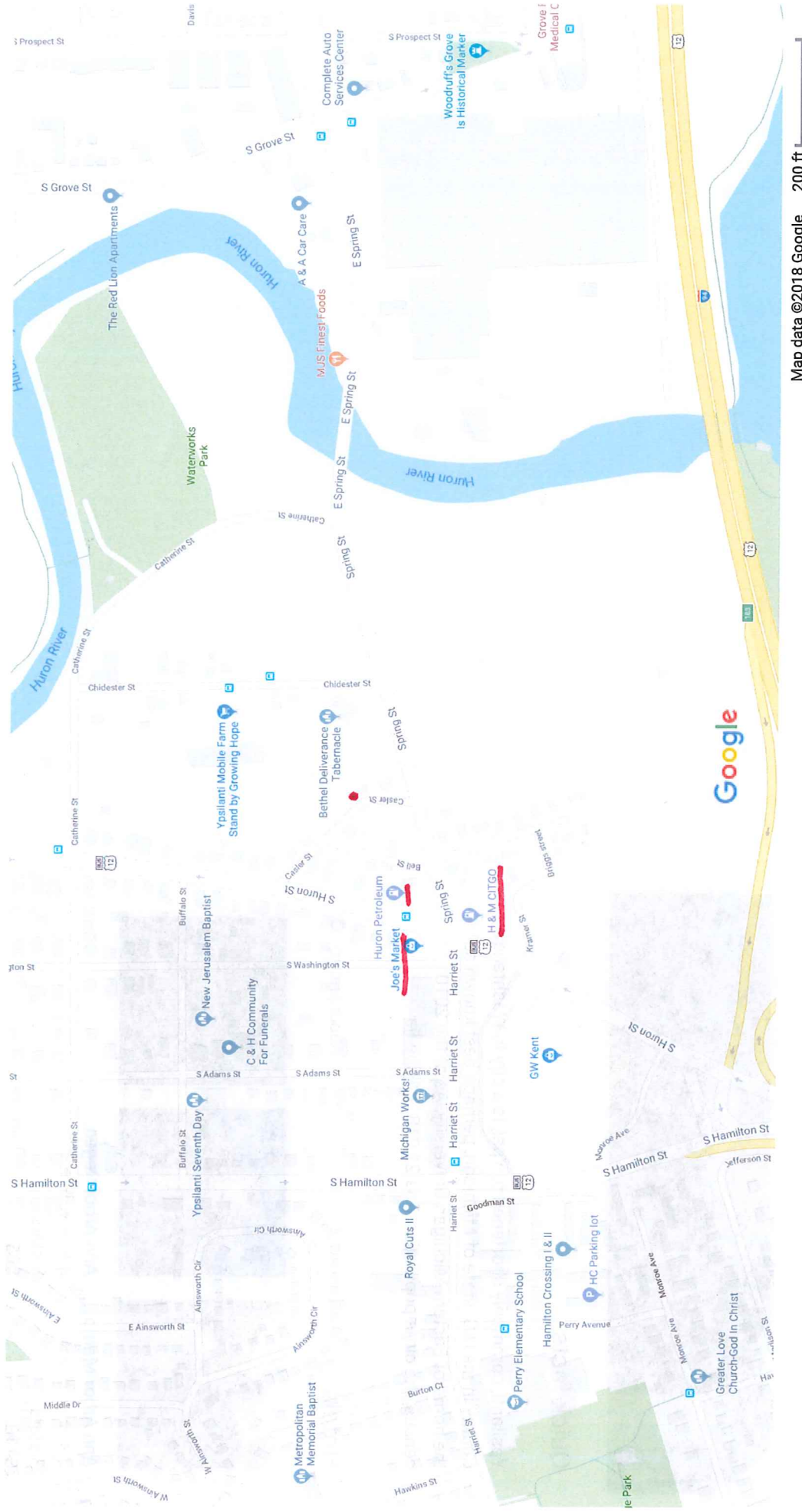
O+ Beds

More

Map > Schools

Property values shown on map: \$152K, \$113K, \$225K, \$138K, \$176K, \$228K, \$153K, \$235K, \$145K, \$45K, \$128K, \$146K, \$112K, \$143K, \$141K, \$149K, \$110K, \$165K, \$209K, \$230K, \$147K, \$91K, \$204K, \$90K, \$171K, \$44K, \$114K, \$77K, \$38K, \$170K, \$92K, \$156K, \$80K, \$149K, \$93K, \$112K, \$143K, \$141K, \$149K, \$110K, \$165K, \$209K, \$230K, \$147K, \$91K, \$204K, \$90K, \$171K, \$44K, \$114K, \$77K, \$38K, \$170K, \$92K, \$156K, \$80K, \$149K, \$93K.

Exhibit 1



Agenda
Planning Commission

City Hall-Council Chambers, 1 S Huron St
Ypsilanti, MI 48197

VI. Old Business



23 April 2018

**Staff Review of Site Plan Application
Cultivate Coffee & Taphouse
307 N River**

GENERAL INFORMATION

Applicant: Ryan Wallace
Cultivate Coffee and Tap House
307 N River St
Ypsilanti, MI 48198

Project: Cultivate Coffee & Tap House

Application Date: 16 March 2018

Location: Depot Town, on the south-west corner of North River and Photo.

Zoning: C, Center

Action Requested: Approval

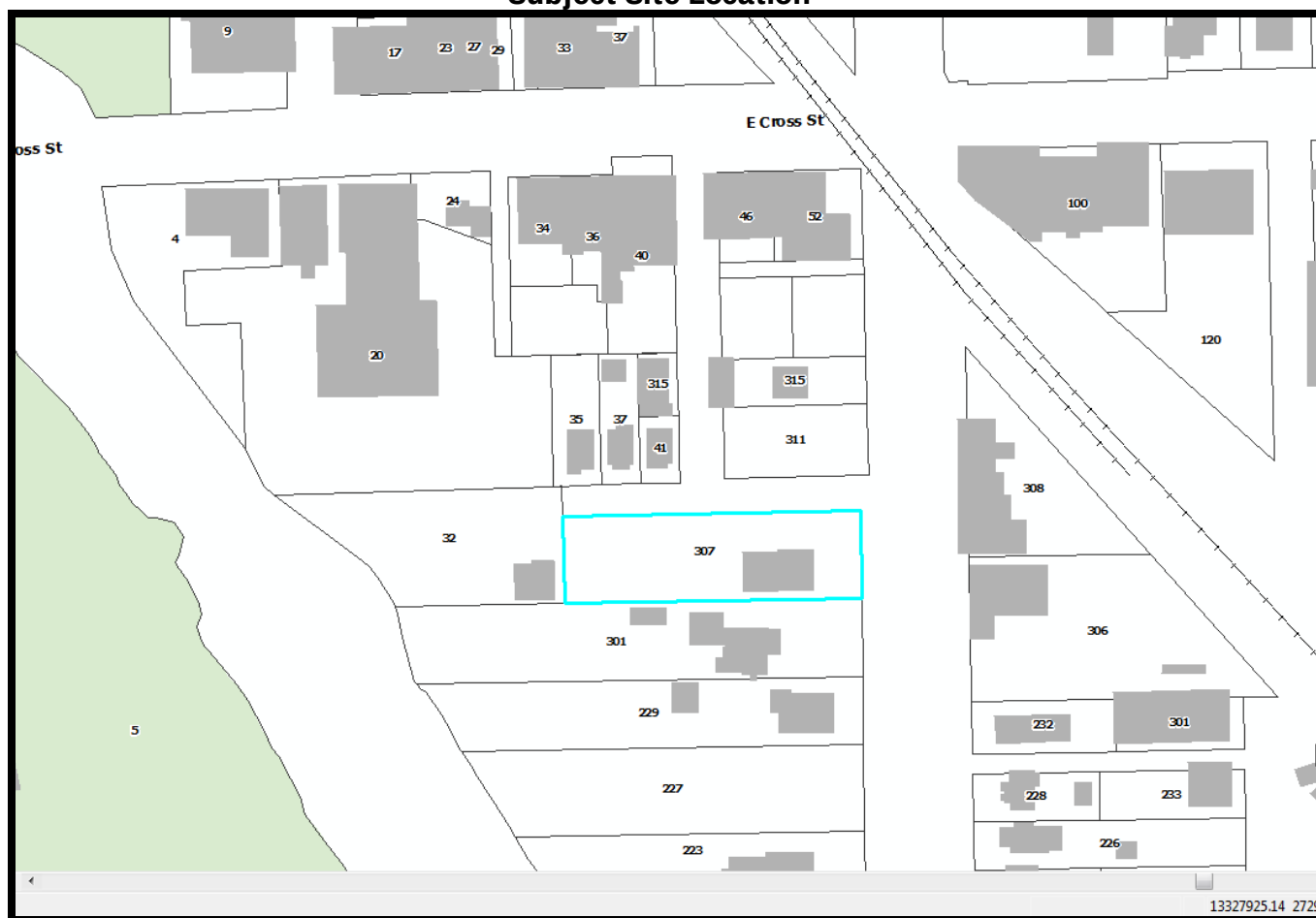
Staff Recommendation: Conditional Approval.

PROJECT AND SITE DESCRIPTION

Cultivate Coffee & Tap House ("Cultivate") is located in the former Ted's Auto Electric, and has been in operation since early 2015. In 2016, they expanded their parking area to the west of the existing parking, and created an outdoor service area to the west of the existing building. This site plan submittal is in furtherance of coming into conformance with the ordinance.

307 N River is zoned **Center**, which allows for bars and restaurants, as well as outdoor cafés, as permitted and accessory uses, respectively. Outdoor cafés are subject to specific standards found in 122-540. There are no parking minimums in the Center district.

Subject Site Location



Site Aerial (2015)



Site Aerial (per Google, 2017)



2011 Google Street View of site



2016 Google Street View of site



Land Use and Zoning of Surrounding Area

	LAND USE	ZONING
NORTH	Single family, parking	Center
EAST	Grocery store, shopping, services	Center
SOUTH	Multifamily residential	Historic Corridor
WEST	Single-family residential	Historic Corridor

SITE PLAN: CRITERIA AND REVIEW

§122-311

STANDING

§122-311(a)

The applicant is legally eligible to apply for 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."

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
C: §122-477 BUILDING TYPE	Determined by lot size	21,700 sf Single story commercial	Unchanged Existing nonconforming building type
LOT: Unchanged.			
BUILDING ENVELOPE AND HEIGHT: Unchanged.			
ACCESSORY BUILDING ENVELOPE, FOOTPRINT, AND HEIGHT: Unchanged.			
PARKING PROVISIONS	Permitted in the side, street side, and rear yards	Street Side	Expanded street side.
§122-540 USE-SPECIFIC Outdoor cafes, restaurants, seating areas and beer gardens	(a) All outdoor seating areas at grade level must be accessory to business which provides indoor seating or food concession. All storage, preparation and cooking of food and all vending machines shall be within an enclosed building or food concession. (b) The outdoor seating area shall be separated from all parking areas by means of a minimum three-foot high planting, wall, or other architectural feature delineating the space. (c) The outdoor seating area shall not be located within 50 feet of any properties zoned R1, MD, CN, CN-Mid, or CN-SF. (d) All outdoor areas shall be kept clean and void of litter at all times.	No outdoor seating	(a) Met (b) 6' privacy fence proposed (c) Met (d) Applicant to note this requirement on the site plan.

Items to be Addressed: Applicant to note the requirement "all outdoor areas shall be kept clean and void of litter at all times" on site plan.

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."

Building arrangement proposed to continue unchanged. Applicant proposes to extend westward an outdoor seating area/beer garden. As shown, beer garden has minimal accessible area for patrons with mobility disabilities; this is likely to be a challenge when obtaining Building Department approvals. Applicant also proposes extending the parking area westward, in gravel. Both the parking area and the outdoor seating area are set back 23' from the rear property line. The outdoor seating area is set back approximately 4' (varies slightly) from the south/side property line.

The dumpster is located in the street side yard. This is addressed later in this report.

Due to limited space on the north side of the building for parking, should the applicant wish to have parking, applicant may wish to consider relocating the outdoor seating area to the north of the building and the parking to the west.

Items to be Addressed: None.

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."

Access to the site via car is currently done to the small paved parking to the north of the building, adjacent to the roll-up doors. There is bike parking available at the east end of the parking area. Foot traffic can approach from River or from Photo, as the area is highly walkable. However, there is no sidewalk on Photo nor on Ninde. Pedestrians from this direction must walk in the street. Photo generally has light traffic, with the vast majority going to/from the Sidetrack parking area to the north-east or to Cultivate. Note that both Ninde and Photo, while platted as streets, are quite narrow and more closely analogous to alleyways. Photo is less than 30' wide.

ORDINANCE REFERENCE		REQUIRED	EXISTING CONDITIONS	PROPOSED
§122-685	PARKING Dimensions	• 9'x18' minimum, exceptions if adjacent to wall or overhang provided • May have 20% small car (8'x16', signed) • May have 10% motorcycle (5x8', signed)	One signed barrier-free space, approximately seven parking spaces.	Undimensioned. Two barrier-free spaces are proposed near the building entrance; seven in the paved area. No count or dimensions given for parking in the graveled area.
§122-683	Access	5' walkway from parking lot to parks, commercial, transit, walkways, institutions; raised/marked crosswalks within parking lot		Walkway marked towards south of parking area.
	Ingress & Egress	• Aligned across ROW, or offset by 25' • >50' from intersection • 20'-30' driveway		Parking aisles have a unique configuration; they are end-on to Photo Street. This places them within 50' from the Ninde Intersection.
	Internal Maneuvering	Each driveway providing access to an off-street parking lot containing five or more parking spaces shall be a minimum of ten feet in width. Where a turning radius is necessary, it shall be an arc that allows unobstructed vehicle flow.		Met

Surfacing	All parking and loading facilities and access drives shall be paved with a durable bonded material in accordance with accepted engineering standards, or alternative surfacing materials to minimize impervious surface and stormwater runoff, employ environmental and other best practices, and achieve low impact design, at the discretion of the City Engineer. Use of pervious alternative surfaces is encouraged in proximity to the Huron River and Paint Creek. Paving materials proposed to improve aesthetics may also be considered by the City Planner and the Planning Commission. Alternative surfaces proposed shall be reviewed by the City's consulting engineer.		See engineer's letter. Gravel surface is generally acceptable.
Drainage	All off-street parking and loading areas shall be graded and drained to public storm sewers. As an alternative, if in the opinion of the City's consulting engineer, the soils are of a type which will allow for efficient drainage, the use of drywells, infiltration trenches, swales, bio-retention or other best management practices for controlling urban runoff quality are permitted. No surface water shall be permitted to drain onto adjoining properties, unless there is a common engineered drainage system shared with the adjoining property or an appropriate watershed easement has been obtained. No surface water drainage from an off-street parking lot shall be permitted to drain across a public sidewalk.		See engineering review.

Setback from Street	Parking lot setbacks are designated by the zoning district in which they are located. An allowed exception are circular drives, which may be located in a required minimum front yard or street side yard, provided that such drives shall be designed so that no parking space is located closer than 25 feet to any street right-of-way line.		n/a.
Setback from Adjacent Lot	Parking areas are required to be 10' from any adjacent lot. Planning Commission may waive this requirement in whole or in part with a finding that the lot shares a common access and common parking with the adjoining lot, or that stormwater, landscaping, and other similar concerns have been adequately addressed with other methods.		Met.
Striping	For parking lots containing five or more spaces, all spaces shall be outlined with three-inch wide strips of white or yellow paint, except that barrier-free spaces shall be blue, with a symbol of compliance in blue, and signed in accordance with the State Barrier-Free Code.		Striping not possible in graveled lot. Striping in paved lot proposed to be in conformance.

Wheel Stops	For parking lots containing five or more spaces or accessory to commercial uses, wheel stops or curbing shall be provided for all parking spaces to prevent any vehicle from projecting beyond the parking lot area, bumping any wall or fence, or encroaching upon any landscaping. In all cases where parking lots abut public or private sidewalks, continuous concrete curbing or bumper stops, at least six inches high, shall be placed so that a motor vehicle cannot be driven or parked on, or hang over, any part of any sidewalk.		Wheelstops not provided in paved lot.
Lighting	With the exception of multiple-family dwellings on individual lots containing no more than four units, parking and loading facilities utilized during night-time hours shall be artificially illuminated. All such outdoor lighting shall meet the requirements of §122-609.		No lighting proposed. Streetlights not shown on plan.
Screening & Landscaping (internal)	1 tree per 8 spaces		Two trees required.
	1 landscape island for each 16 spaces		n/a
	Islands w trees: 9' wide min and 160' sf Islands w 5' min walkway: 11' wide min Islands: curbed or used for stormwater		n/a
	All aisle-ends & corners protected w curbed island		Parking aisles unprotected in paved area.
	3' between curb and planting (5' if vehicle overhang)		n/a
Screening & Landscaping (perimeter)	Screened in accordance with 703 if abutting R1, MD, CN, CN-Mid, CN-SF		n/a
	3'-4' screen 80% opacity where visible from ROW		None provided from Photo.

		Landscaped areas, walls, structures, walks- must be protected by curbing		Building walls and pedestrian walkway along building unprotected.
§122-691	Motor spaces			n/a
	Bicycle spaces	1 per 5 motor spaces, minimum of 2		n/a
§122-672	SIDEWALKS	provide a sidewalk or shared-use path This requirement may be modified by the Planning Commission as follows: (2) A fee in lieu of construction may be provided by the development in the amount of 100% of the construction cost, upon a finding that any portion of the perimeter of a lot is included in a transportation project programmed in the City's 5-year Capital Improvement Plan, or with a finding that sidewalk construction at this location is impractical due to lack of connectivity. Any fee paid for this purpose is reserved for non-motorized improvements as a part of the identified transportation project or for path and sidewalk construction throughout the City, respectively. (3) Any easement required for the construction, maintenance, or operation of a modified facility must be included on the site plan at the time the modification is requested.		Construction of a sidewalk along Photo would primarily serve Cultivate's pedestrian traffic from their parking areas. There are, however, four single-family residences along Photo; one commercial building on Ninde, and two apartments on Ninde that may also benefit. Planning Commission may choose to consider a fee-in-lieu.

§122-675	TRAFFIC VISIBILITY	Maintain shrubs/other obstructions lower than 30" and trees/other obstructions higher than 8': At driveway: within a 10'x10' triangle formed by the street ROW line and the edge of the driveway At intersection: within a 25' x 25' triangle formed by an extension of the property lines, as measured from the pavement edges.		The dumpster placement is an extreme challenge to visibility for those exiting the gravel parking area. Applicant must apply for a variance or redesign the gravel parking area entrance.
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Items to be Addressed:

- No count or rough dimensions given for gravel parking area. Applicant to provide.
- Parking lot access is less than 50' from Ninde/Photo intersection. Applicant to revise.
- No lighting is shown on the plan. Applicant to show either site lighting or adequate street lighting.
- Two trees required.
- Parking aisles in paved area are unprotected by islands.
- Parking (both gravel and paved) is not screened from Photo.
- No sidewalk provided along Photo. Planning Commission waiver for fee-in-lieu requested.
- Dumpster is within the visibility triangle for the gravel parking. Applicant to revise entrance to gravel parking.
- Conflicting land use screening is required between the gravel parking and the residential use to the west.

ENGINEERING & STORMWATER

§122-311(f), §122-311(g)

(6) Adequate services and utilities including sanitary sewers shall be available or provided, with sufficient capacity to properly serve the development. Appropriate measures will be taken to ensure that site drainage will not adversely affect adjoining properties or the capacity of the public storm drainage system, or nearby bodies of water. Provisions shall be made to accommodate stormwater and prevent soil erosion. All stormwater management facilities, including but not limited to storm sewers and detention/retention facilities, shall be designed in accordance with the "Rules of the Washtenaw County Water Resources Commissioner," together with any special provisions established by the city.

(7) Natural resources will be protected to the maximum feasible extent. The proposed development will not cause soil erosion or sedimentation problems, and will respect floodways or floodplains on or in the vicinity of the subject property.

See engineer's letter.

Items to be Addressed: None.

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."

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
§122-609 Lighting	• Dark Sky compliant; may be full cutoff where affecting residential uses • not >0.5 fc @ lot line • not >16'in height • not < 0.3 fc		No lighting proposed. Show cut sheets and locations for all proposed site lighting.
§122-608 Refuse Containers	Not located in the front yard or street side yard (waiver available) Maintained in a neat, orderly, and sanitary condition Adequate vehicle access must be provided masonry enclosure 1' taller than dumpster (no less than 6'), in rear yard, 80% opaque swing door	Dumpster in wooden enclosure	Applicant shows a dumpster in the street side yard. Waiver requested as no other location with vehicular access is available, due to unique condition of Photo / Ninde.
§122-631 Landscape plan			None provided.
§122-634 Screening Between Land Uses <i>if conflicting use</i>	visual buffer of at least 80% opacity and 6' height		Required between Cultivate and properties to south and west. Gravel parking lot conflicts with residential use to west, screening must be provided.
§122-636 Street Trees	1 tree per 30' of lineal frontage, centered between sidewalk and back of curb: 80'/30' = 6 trees		River: 3 trees required. One tree present, with extensive canopy. Waiver of one tree requested; applicant to plant one additional tree. Photo: no street trees provided. Applicant requests a waiver.

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
§122-638 Site Landscaping	10%	None	met
§122-640 Exterior Electrical	Screen when visible from any primary visual exposure area	n/a	n/a
§122-632 Landscape Elements	Quality, composition, berms, spacing, species		No landscaping plan provided.
	Credit for existing vegetation		

Items to be Addressed:

- If outdoor lighting proposed, applicant to indicate on site plan and submit cut sheets.
- Waiver requested per 122-608(a) to allow placement of dumpster in street side yard, due to maneuverability challenges.
- Applicant to provide conflicting land use screening between gravel lot and property to west.
- Waiver from street tree requirement for one tree (of two) requested on River; waiver from street tree requirement on Photo for nine trees (of nine) requested.

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."

HISTORIC DISTRICT

All applicable Historic District reviews and approvals must be obtained.

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 Photo and River, as well as street tree plantings.

DISCUSSION

This site has several challenges due to the existing layout of the paved area, the building, and the relationship of each to Photo Street. It may be possible to reconfigure the proposed gravel lot to be angled parking, with an "in" at the current dumpster location and an "out" towards the west; the dumpster could be relocated southward towards the building as part of this reconfiguration. This may allow for off-street parking screening as well as the placement of some street trees. The aisled parking of the paved area as proposed is not an existing nonconformity, as parking prior was perpendicular from the building, but is an improvement over that condition as the vehicles are no longer backing directly into Photo Street. In the short term, it is possible that the site could work with some tweaks to the graveled area as discussed above and with the additional screening to the west. This, however, does not take full advantage of the site nor the building. Were the beer garden located to the north of the building, the overhead doors could be an asset in summer; the area immediately behind the building could be garden; and the bulk of the rear of the site could be parking. Due to the depth of the lot, it is likely that more parking than is currently available (even with the gravel lot) could be placed in the rear; this parking could be laid out with a more limited access to Photo Street, improving safety as well. Either the slight reconfiguration of the graveled lot or a complete overhaul of the site would bring the site into more conformance with the ordinance, improving traffic flows and compatibility with the neighborhood.

STAFF RECOMMENDATIONS: SITE PLAN

Staff recommends the Planning Commission *conditionally approve* the Site Plan for the Cultivate Coffee & Tap House with the following findings, waivers, and conditions:

Findings

1. The application substantially complies with §122-310.

Waivers

- Waiver requested per 122-608(a) to allow placement of dumpster in street side yard, due to maneuverability challenges.
- Waiver from street tree requirement for one tree (of two) requested on River; waiver from street tree requirement on Photo for nine trees (of nine) requested.
- Fee in lieu of provision of sidewalk along Photo is requested by the applicant.

Conditions

- If outdoor lighting proposed, applicant to indicate on site plan and submit cut sheets.
- Applicant to note the requirement “all outdoor areas shall be kept clean and void of litter at all times” on site plan.
- Applicant to address the following issues regarding the graveled parking area:
 - Lack of screening from Photo Street.
 - Lack of lighting. If on-site lighting is to be provided, please show in plan. If public street lighting is sufficient, please document.
 - Dumpster enclosure is within the visibility triangle of the parking lot entrance.
 - Conflicting land use screening is required between the parking area and the property to the west.
 - Provide approximate count of spaces proposed in gravel parking area.
 - Parking lot access is less than 50’ from Ninde/Photo intersection. Applicant to revise.

Bonnie Wessler
City Planner, Community & Economic Development Department

CC File
 Applicant



April 9, 2018

City of Ypsilanti Planning and Development Department
534 North Huron Street
Ypsilanti, Michigan 48197

Attention: Ms. Bonnie Wessler

Regarding: Cultivate Coffee & Tap House
Site Plan Review No. 1
OHM Job No. 0094-18-1030

Dear Ms. Wessler:

The applicant is requesting site plan approval for a proposal from the Cultivate Coffee & Tap House to make improvements to their existing site on North River Street and Photo Street in order to meet city standards. We have reviewed the plans dated February 22, 2018 for compliance with local ordinances and general engineering standards. At this time, we recommend site plan approval contingent on the following comments being addressed:

SITE PLAN REVIEW COMMENTS:

1. The applicant shall add "No Parking" signage to the north side of the existing gravel parking lot near the proposed guardrail.
2. Due to limited space behind the proposed dumpster location, it is recommended that bumper blocks be continued along the western edge of the dumpster enclosure to alleviate potential parking issues behind the enclosure.
3. The applicant shall provide clarification on the 10-inch stub that appears to terminate in front of the proposed dumpster pad location.

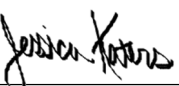
PRELIMINARY DETAILED ENGINEERING REVIEW COMMENTS:

4. The applicant shall provide grades for the handicap-accessible route from the parking lot to the building to ensure ADA compliance.

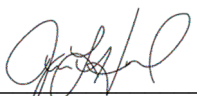
The applicant is advised that review and approval of detailed engineering plans is required prior to the start of construction.

If you have any questions, please contact me at (734) 522-6711.

Sincerely,
OHM Advisors



Jessica Katers, P.E.



Jessica Howard



CC: Stan Kirton, Department of Public Works
Scott Westover, YCUA
File

P:\0000_0100\SITE_YpsilantiCity\2018\0094181030_Cultivate Coffee & Tap House\Site Review\Site #1\Cultivate_SP01.docx

CULTIVATE COFFEE & TAP HOUSE

SITE IMPROVEMENTS

307 N. RIVER STREET
YPSILANTI, MI 48198

OWNER/DEVELOPER

307 PROPERTY LLC | RYAN WALLACE
307 N RIVER ST
YPSILANTI, MI 48198
T: 616.502.3525

ARCHITECT

BOWERS + ASSOCIATES, INC.
2400 S. HURON PARKWAY
ANN ARBOR, MI 48104
T: 734.975.2400
F: 734.975.2410

CIVIL ENGINEER

NOWAK + FRAUS
46777 WOODWARD AVENUE
PONTIAC, MI 48342
T: 248.332.7931
F: 248.332.8257

PROJECT DESCRIPTION

SITE IMPROVEMENTS TO EXISTING PROPERTY
TO BRING UP TO CITY STANDARDS

SHEET INDEX

ARCHITECTURAL

T1.00 TITLE SHEET
SP1.00 SITE PLAN
SP2.00 SITE DETAILS

CIVIL

C1 BOUNDARY / TOPOGRAPHIC SURVEY
C2 PAVING / GRADING PLAN

ABBREVIATIONS:

ABV.	ABOVE
AFF	ABOVE FINISH FLOOR
ADJ.	ADJUSTABLE
AL.	ALUMINUM
ALUM.	ALUMINUM
ANOD.	ANODIZED
ANSI	AMERICAN NATIONAL STANDARDS INSTITUTE
APPROX.	APPROXIMATE
ARCH.	ARCHITECT
BD.	BOARD
BDRM	BEDROOM
B.F.	BARRIER FREE
B.F.	BELOW FINISH FLOOR
BIT	BITUMINOUS
BLDG	BUILDING
BLKG	BLOCKING
B.O.	BOTTOM OF
BOTT.	BOTTOM
BTWN.	BETWEEN
CAB.	CABINET
CJ	CONTROL JOINT
CL.	CLOSET
CLOS.	CLOSET
CLG	CEILING
CMU	CONCRETE MASONRY UNIT
COL.	COLUMN
CONC.	CONCRETE
CONSTR.	CONSTRUCTION
CONIT.	CONTINUOUS
CPT.	CARPET
C.T.	CERAMIC TILE
D.F.	DRINKING FOUNTAIN
DIA.	DIAMETER
DN.	DOWN
DPFG	DAMP PROOFING
DR.	DOOR
DS	DOWNSPROUT
DWG	DRAWING
EA.	EACH
EJ	EXPANSION JOINT
ELECT.	ELECTRICAL
ELEV.	ELEVATION
EQ.	EQUAL
E.W.	EACH WAY
E.W.C.	ELECTRIC WATER COOLER
EXP	EXPOSED
EX	EXISTING
EXT	EXTERIOR
FD	FLOOR DRAIN
FDN	FOUNDATION
FIN.	FINISH
FIXT.	FIXTURE
FLASH.	FLASHING
FLK.	FLOOR
FRP	FIBERGLASS REINFORCED PANEL
FRPFG	FIREPROOFING
FT.	FOOT, FEET
FTG.	FOOTING
GA	GAUGE
GALV	GALVANIZED
GB	GYPSUM BOARD
GFI	GROUND FAULT INTERRUPTER
GL.	GLASS, GLAZING
GYP.	GYPSUM
HD	HARDWOOD
HGT	HEIGHT
HM	HOLLOW METAL
HORIZ.	HORIZONTAL
H.P.	HIGH POINT
IN.	INCHES
INC.	INCLUDE, INCLUDING
INSUL	INSULATION, INSULATED
INT.	INTERIOR
ISOL.	ISOLATION
J.C.	JANITOR'S CLOSET
KIT	KITCHEN
L	LENGTH
LAV.	LAVATORY
LBS.	POUNDS
LLH	LONG LEG HORIZONTAL
LLV	LONG LEG VERTICAL
MANUF.	MANUFACTURER
MAR.	MARBLE
MAS.	MASONRY
MATL.	MATERIAL
MAX.	MAXIMUM

ABBREVIATIONS CONT.:

MECH.	MECHANICAL
MEMB.	MEMBRANE
MET.	METAL
MEZZ.	MEZZANINE
MFR.	MANUFACTURER
MIN.	MINIMUM
MISC.	MISCELLANEOUS
M.O.	MASONRY OPENING
MR	MOISTURE RESISTANT
MTD	MOUNTED
MTL	METAL
NATL	NATIONAL
N.I.C.	NOT IN CONTRACT
NO.	NUMBER
NTS	NOT TO SCALE
O.C.	ON CENTER
O.F.	OVERFLOW
OHDR	OVERHEAD DOOR
OPG	OPENING
OPP.	OPPOSITE
P.E.	PRE-ENGINEERED
PERIM	PERIMETER
PL	PLATE
PLAM.	PLASTIC LAMINATE
PLYWD	PLYWOOD
P.P.T.	PRESERVATIVE PRESSURE TREATED
PR	PAIR
PRE-ENG.	PRE-ENGINEERED
PREFAB	PREFABRICATED
PREFIN	PREFINISHED
PROJ.	PROJECT, PROJECTION
PROP.	PROPOSED/PROPERTY
PRTN	PARTITION
P	PAINT
PT	PORCELAIN TILE
QT	QUARRY TILE
R&S	ROD AND SHELF
R.C.	ROOF CONDUCTOR
R.D.	ROOF DRAIN
REFRIG.	REFRIGERATION, REFRIGERATOR
REINF.	REINFORCED
REINFG	REINFORCING
REQ'D	REQUIRED
RET.	RETARDER
RF	RESILIENT FLOORING
RM.	ROOM
R.T.	RESILIENT TILE
RTNG	RETAINING
S.A.C.	SUSPENDED ACOUSTICAL CEILING
S.A.F.	SPRAY APPLIED FIREPROOFING
S.C.	SEALED CONCRETE
SCHED.	SCHEDULE
SCWD	SOLID CORE WOOD
SH	SHELF
SHW	SHOWER
SHT.	SHEET
SIM	SIMILAR
SPEC.	SPECIFICATION
SQ.	SQUARE
SS	STAINLESS STEEL
STD.	STANDARD
STL.	STEEL
ST. STL.	STAINLESS STEEL
STRUCT.	STRUCTURE
SUPP.	SUPPORT, SUPPORTED
SUSP.	SUSPENDED
SV.	SHEET VINYL
T&G	TONGUE AND GROOVE
TH.	THRESHOLD
TEL	TELEPHONE
THK	THICKNESS, THICK
T.O.	TOP OF
T.O.S.	TOP OF STEEL
TRANSF.	TRANSFORMER
TYP.	TYPICAL
UNO	UNLESS NOTED OTHERWISE
UR	URINAL
V.	VERTICAL
VB	VINYL BASE
VCT	VINYL COMPOSITE TILE
VERT.	VERTICAL
VVC	VINYL WALL COVERING
W.C.	WATER CLOSET
WD	WOOD
W.W.F.	WELDED WIRE FABRIC
W.W.M.	WELDED WIRE MESH



BOWERS+ASSOCIATES
ARCHITECTURE DESIGN
2400 SOUTH HURON PARKWAY • ANN ARBOR, MI 48104
P: 734.975.2400 • F: 734.975.2410
WWW.BOWERSARCH.COM

CONSULTANT + NAME

PROJECT + INFORMATION
**CULTIVATE
COFFEE & TAP HOUSE**
307 N RIVER ST
YPSILANTI, MI 48198

PROJECT + NUMBER

17-306

ISSUE + DATE

03 NOV 2017
26 JAN 2018
12 MAR 2018

OWN REV
SITE

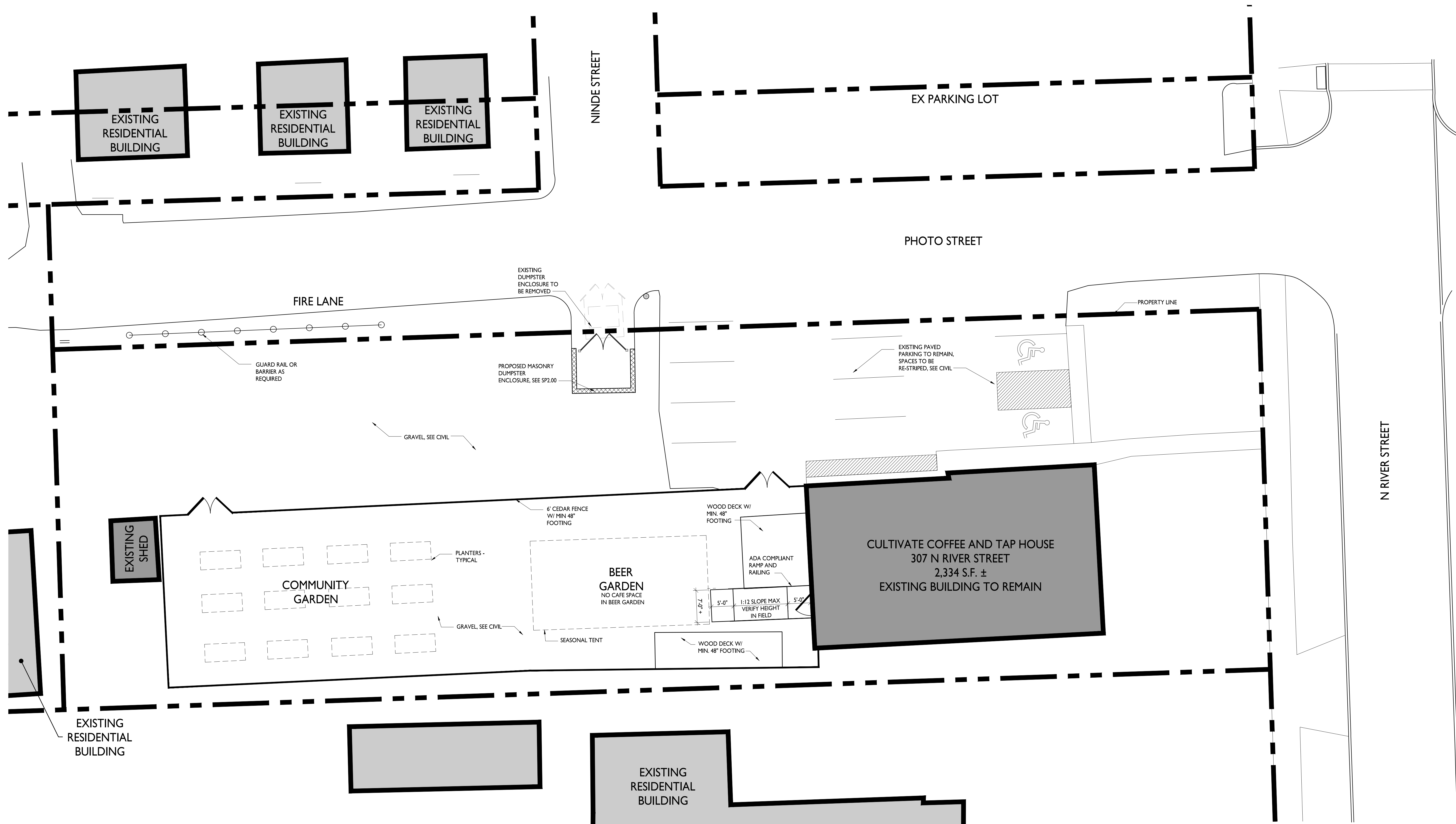
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TITLE
SHEET

17306SP100.dwg

SHEET + NUMBER

T1.00



PRELIMINARY SITE PLAN
SCALE: 1" = 10'

BOWERS+ASSOCIATES
ARCHITECTURE DESIGN
2400 SOUTH HURON PARKWAY • ANN ARBOR, MI 48104
P: 734.975.2400 • F: 734.975.2410
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CONSULTANT + NAME

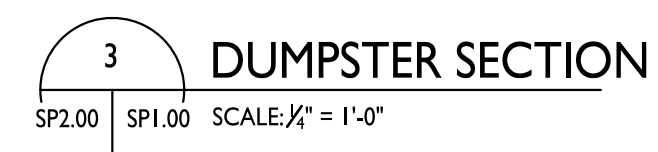
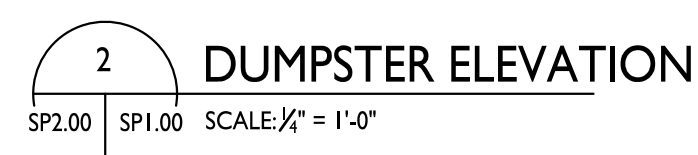
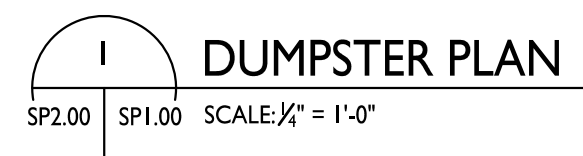
PROJECT + INFORMATION
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COFFEE & TAP HOUSE**
307 N RIVER ST
YPSILANTI, MI 48198

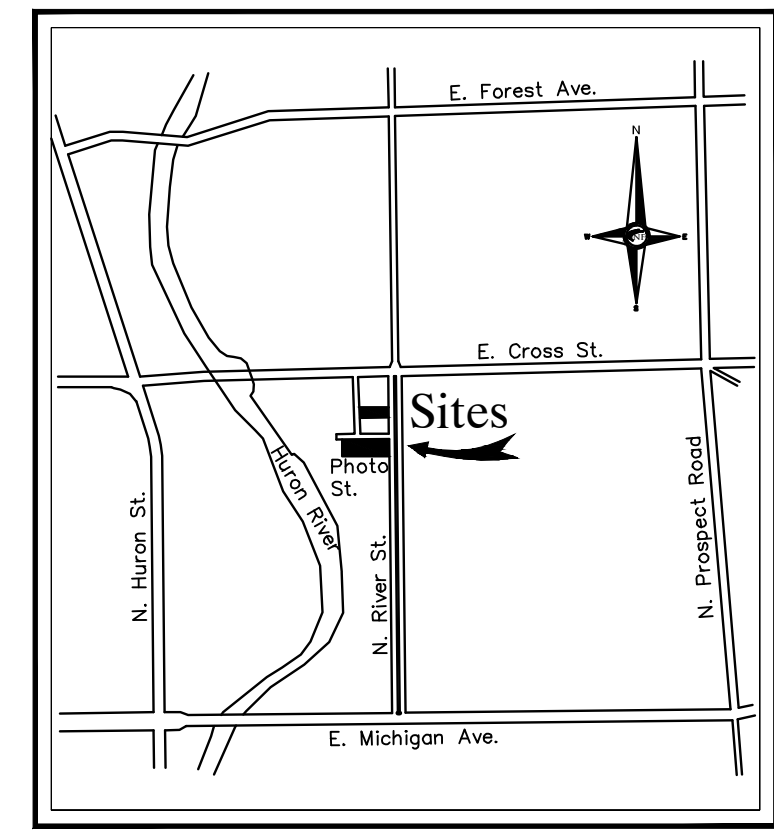
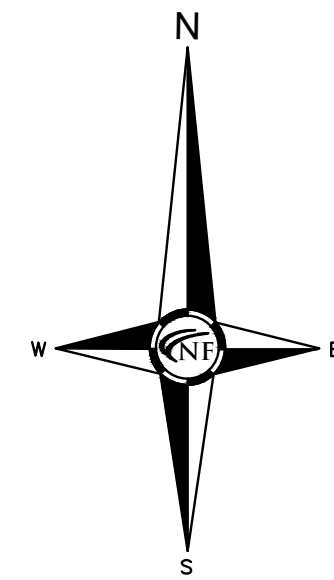
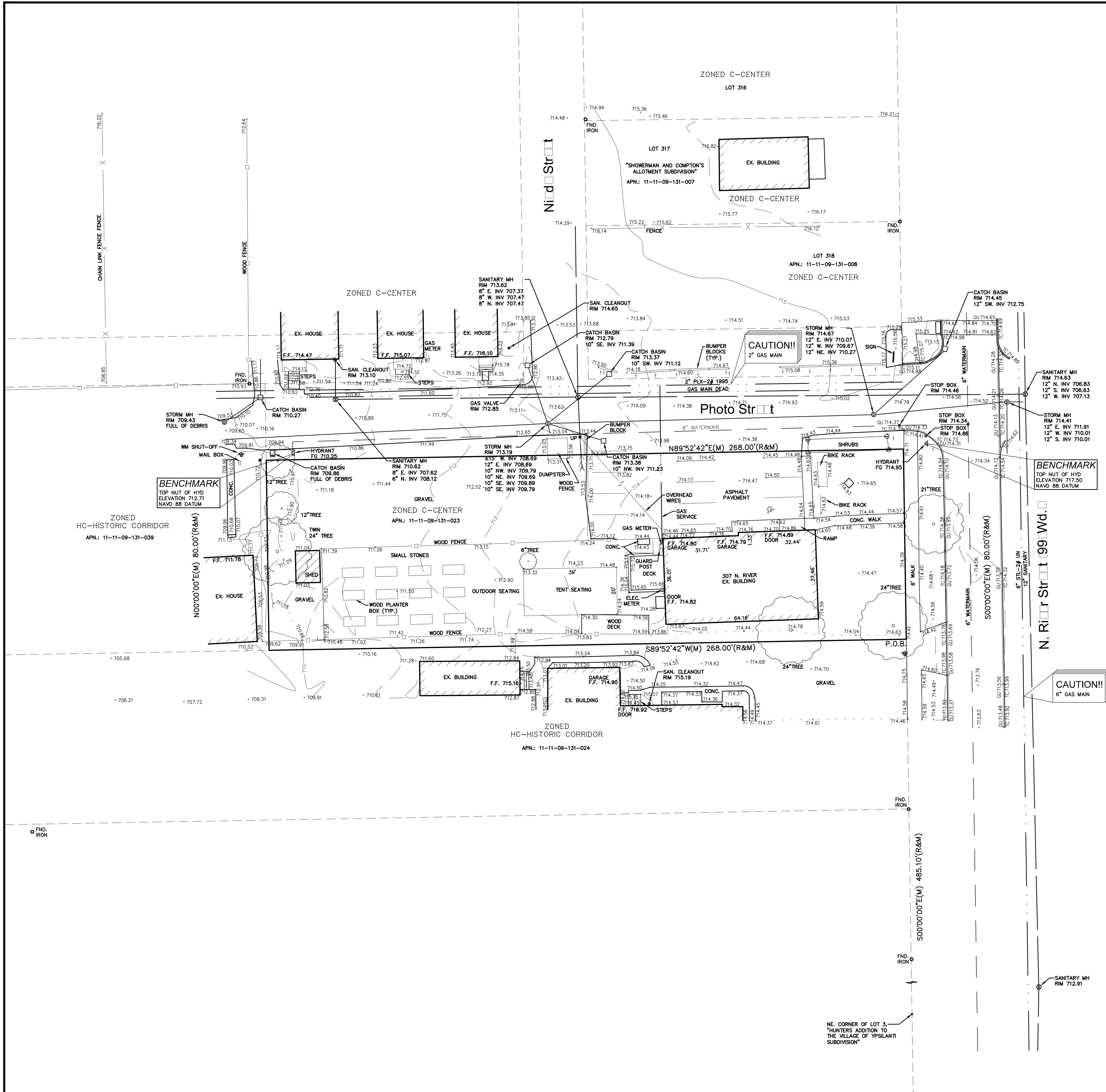
PROJECT + NUMBER
17-306

ISSUE + DATE
23 AUG 2017
03 NOV 2017
26 JAN 2018
2 MAR 2018
12 MAR 2018
OWN REV
OWN REV
SITE

SHEET + TITLE
SITE PLAN
17306SP100.dwg

SHEET + NUMBER
SP1.00





Location Map
N.T.S.



NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342-5032
TEL. (248) 332-7931
FAX. (248) 332-8257

SEAL



PROJECT

Cultivate Coffee And
Tap House
307 N. River Street

CLIENT

307 Property, LLC
307 N. River Street
Ypsilanti, MI 48198
Contact: Ryan Wallace
Phone: (616) 502-3525

PROJECT LOCATION

Part of Frac. of Section 9
T.3S., R.7E.
Ypsilanti
Washtenaw County, Michigan

SHEET

Boundary / Topographic
Survey



Know what's below
Call before you dig.

LEGAL DESCRIPTION

PART OF FRAC. SECTION 9, T. 3 S., R. 7 E., YPSILANTI, WASHTENAW COUNTY, MICHIGAN, BEING DESCRIBED AS: COMMENCING AT THE INTERSECTION OF THE WEST LINE OF RIVER STREET (99.00 FEET WIDE) AND THE NE. CORNER OF LOT 3, "HUNTERS ADDITION TO THE VILLAGE OF YPSILANTI SUBDIVISION"; THENCE N. 00° 00' 00" E. 485.10 FEET; THENCE S. 89° 52' 42" W. 268.00 FEET; THENCE N. 00° 00' 00" E. 80.00 FEET; THENCE N. 89° 52' 42" E. 268.00 FEET; THENCE S. 00° 00' 00" E. 80.00 FEET TO THE POINT OF BEGINNING. CONTAINING 21,440 SQUARE FEET OR 0.492 ACRES.

PARCEL NO. 11-11-09-131-023
ADDRESS: 307 N. RIVER ST., YPSILANTI, MI 48198

MISS DIG UTILITY DISCLAIMER NOTE

A MISS DIG TICKET NUMBER B73381457, PURSUANT TO MICHIGAN PUBLIC ACT 174 WAS ENTERED FOR THE SURVEYED PROPERTY. DUE TO THE EXTENDED REPORTING PERIOD FOR UNDERGROUND FACILITY OWNERS TO PROVIDE THEIR RECORDS, THE SURVEY MAY NOT REFLECT ALL THE UTILITIES AT THE TIME THE SURVEY WAS ISSUED ON 12-11-2017. THE SURVEY ONLY REFLECTS THOSE UTILITIES WHICH COULD BE OBSERVED BY THE SURVEYOR IN THE FIELD OR AS DEPICTED BY THE UTILITY COMPANY RECORDS FURNISH PRIOR TO THE DATE THIS SURVEY WAS ISSUED. THE CLIENT AND/OR THEIR AUTHORIZED AGENT SHALL VERIFY WITH THE FACILITY OWNERS AND/OR THEIR AUTHORIZED AGENTS, THE COMPLETENESS AND EXACTNESS OF THE UTILITIES LOCATION.

TOPOGRAPHIC SURVEY NOTES

ALL ELEVATIONS ARE EXISTING ELEVATIONS, UNLESS OTHERWISE NOTED.

UTILITY LOCATIONS WERE OBTAINED FROM MUNICIPAL OFFICIALS AND RECORDS OF UTILITY COMPANIES, AND NO GUARANTEE CAN BE MADE TO THE COMPLETENESS, OR EXACTNESS OF LOCATION.

THIS SURVEY MAY NOT SHOW ALL EASEMENTS OF RECORD UNLESS AN UPDATED TITLE POLICY IS FURNISHED TO THE SURVEYOR BY THE OWNER.

LEGEND	
	MANHOLE
	HYDRANT
	MANHOLE
	UTILITY POLE
	GUY WIRE
	EXISTING SANITARY SEWER
	EXISTING SAN. CLEAN OUT
	EXISTING WATER MAIN
	EXISTING STORM SEWER
	EX. R.Y. CATCH BASIN
	EXISTING BURIED CABLES
	OVERHEAD LINES
	LIGHT POLE
	SIGN
	EXISTING GAS MAIN

DRAWN BY:
N. Naoum

DESIGNED BY:

APPROVED BY:
K. Navaroli

DATE:
02-22-2018

SCALE: 1" = 20'

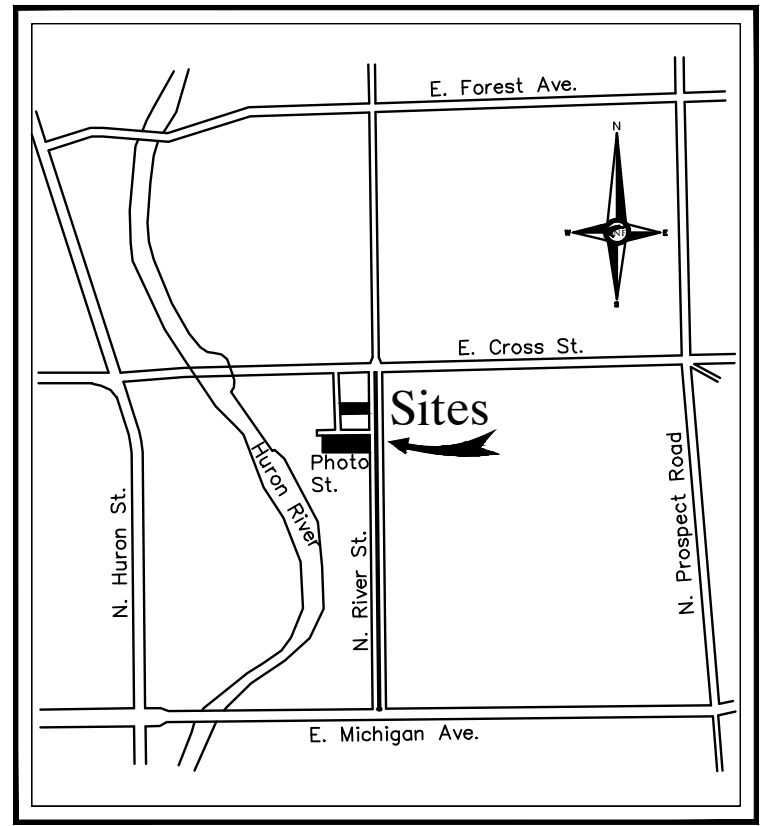
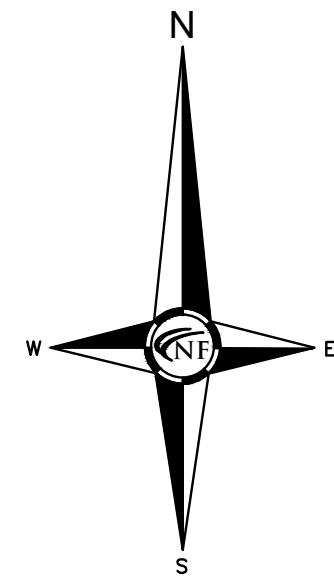
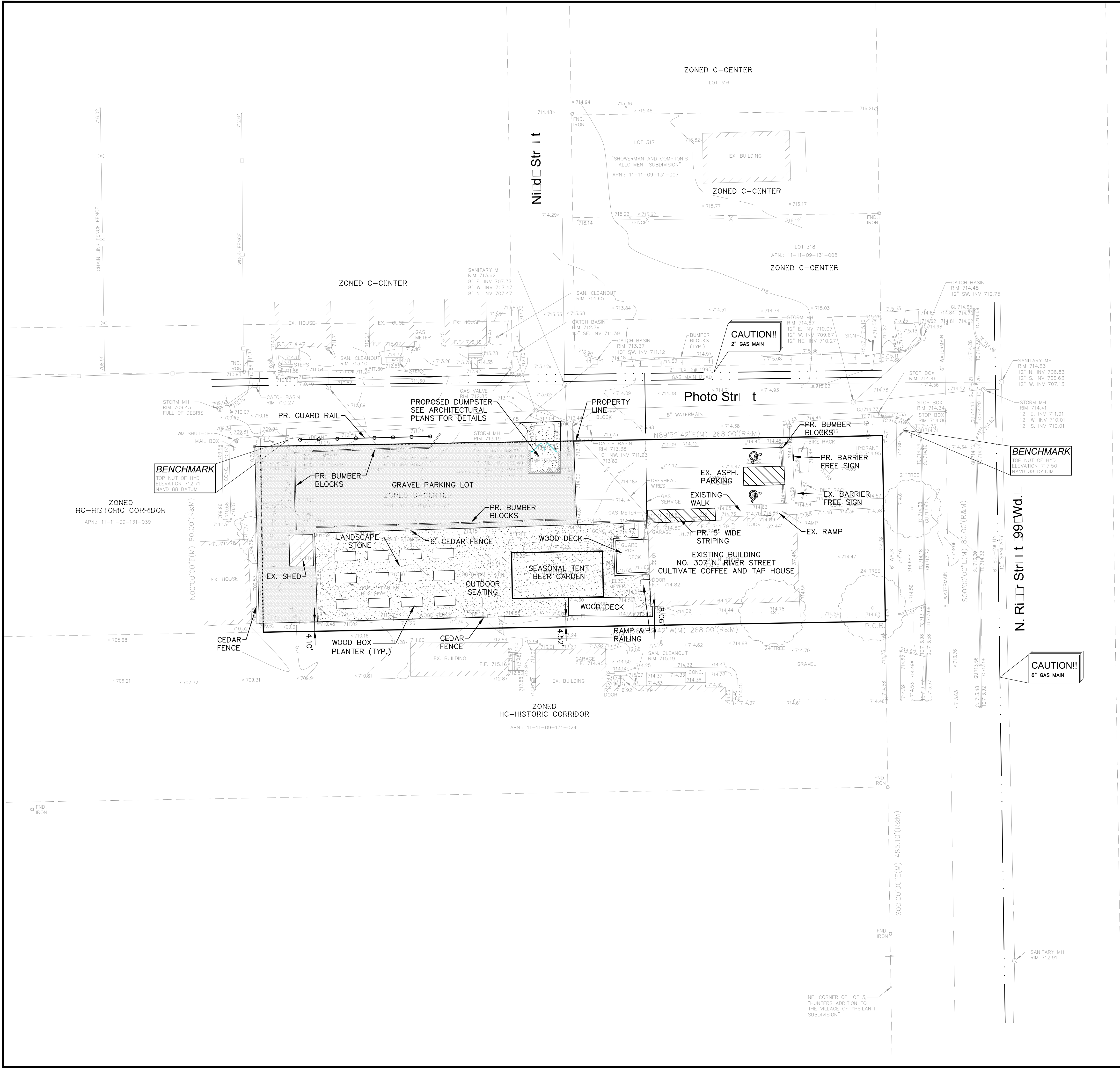
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NFE JOB NO.

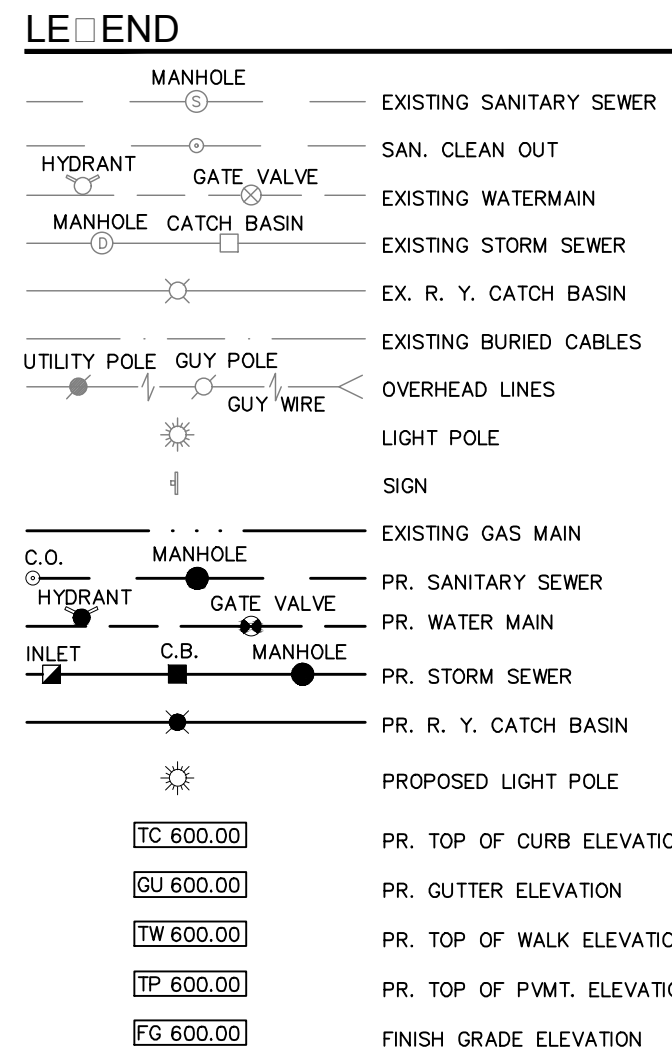
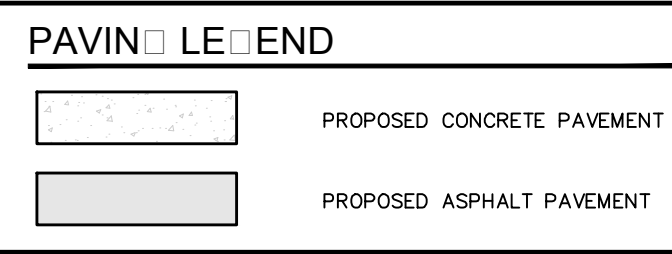
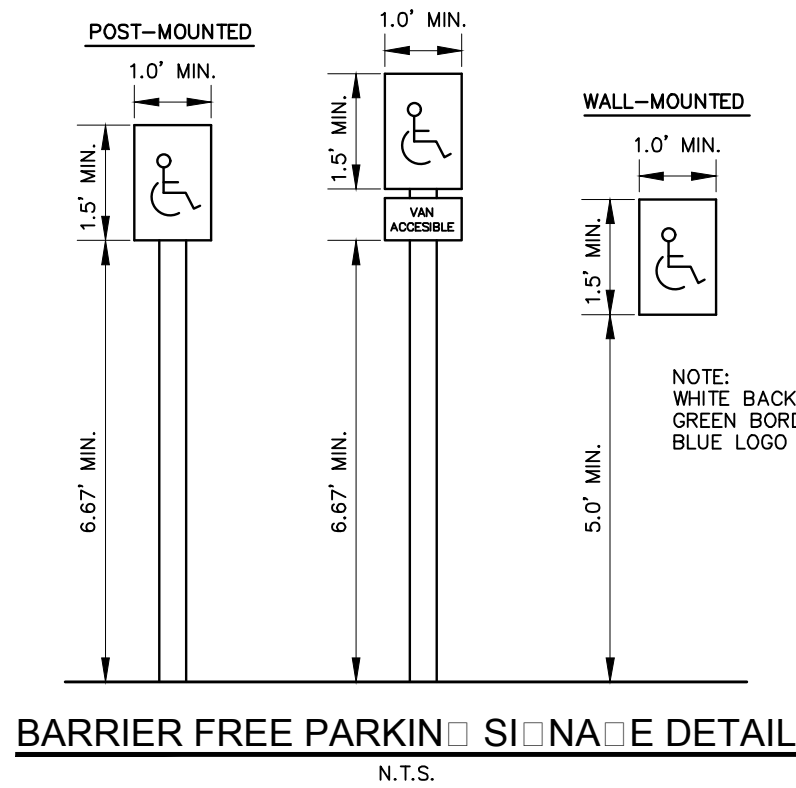
K166

SHEET NO.

1



Location Map
N.T.S.



NF
ENGINEERS
CIVIL ENGINEERS
LAND SURVEYORS
LAND PLANNERS

NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342-5032
TEL. (248) 332-7931
FAX. (248) 332-8257

SEAL

PROJECT
Cultivate Coffee And
Tap House
307 N. River Street

CLIENT
307 Property, LLC
307 N. River Street
Ypsilanti, MI 48198
Contact: Ryan Wallace
Phone: (616) 502-3525

PROJECT LOCATION
Part of Frac. of Section 9
T.3S., R.7E.
Ypsilanti
Washtenaw County, Michigan

SHEET
Site Plan



REVISIONS
00-00-00

DRAWN BY:
N. Naoum

DESIGNED BY:
N. Naoum

APPROVED BY:
M. Peterson

DATE:
02-22-2018

SCALE: 1" = 20'

NFE JOB NO.
K166

SHEET NO.
2

Bonnie Wessler

From: Mark Wright <MarkW@bowersarch.com>
Sent: Wednesday, July 11, 2018 4:43 PM
To: Bonnie Wessler
Cc: Ryan Wallace (ryan@cultivateypsi.org)
Subject: Cultivate
Attachments: 17306SP100-A.pdf; 17306SP100-B.pdf; 17306SP100-C.pdf

Bonnie,

I wanted to touch base with you in regards to the site plan revisions for Cultivate / 307 N River Street and our response to the city's review comments, in particular the ingress / egress issues with the Photo, Ninide intersection. I have attached 3 Preliminary site plans with different parking layouts.

Our preferred site plan would be Site Plan 'A' and is currently the one we plan to resubmit in which the gravel / dumpster access is aligned across from Ninide which would keep Cultivate traffic from having to travel down near the residential homes to enter the lot. It seems to align with the intent of Sec. 112-683 (b) (6) with Ninide's current use being closer to that of a public alley for the adjacent commercial properties.

Site Plan 'B' relocates proposed gravel drive 20' from the intersection per Sec. 112-683 (b) (7) This plan would be our proposed plan if the Planning Commission would allow our site to use the 20' offset for the proposed lot but not use layout 'A'

Site Plan 'C' is would create a new layout for the parking in the gravel and paved area to meet the 50' offset, however this would have all cultivate traffic driving down past the residential properties and seems to be the least desirable solution.

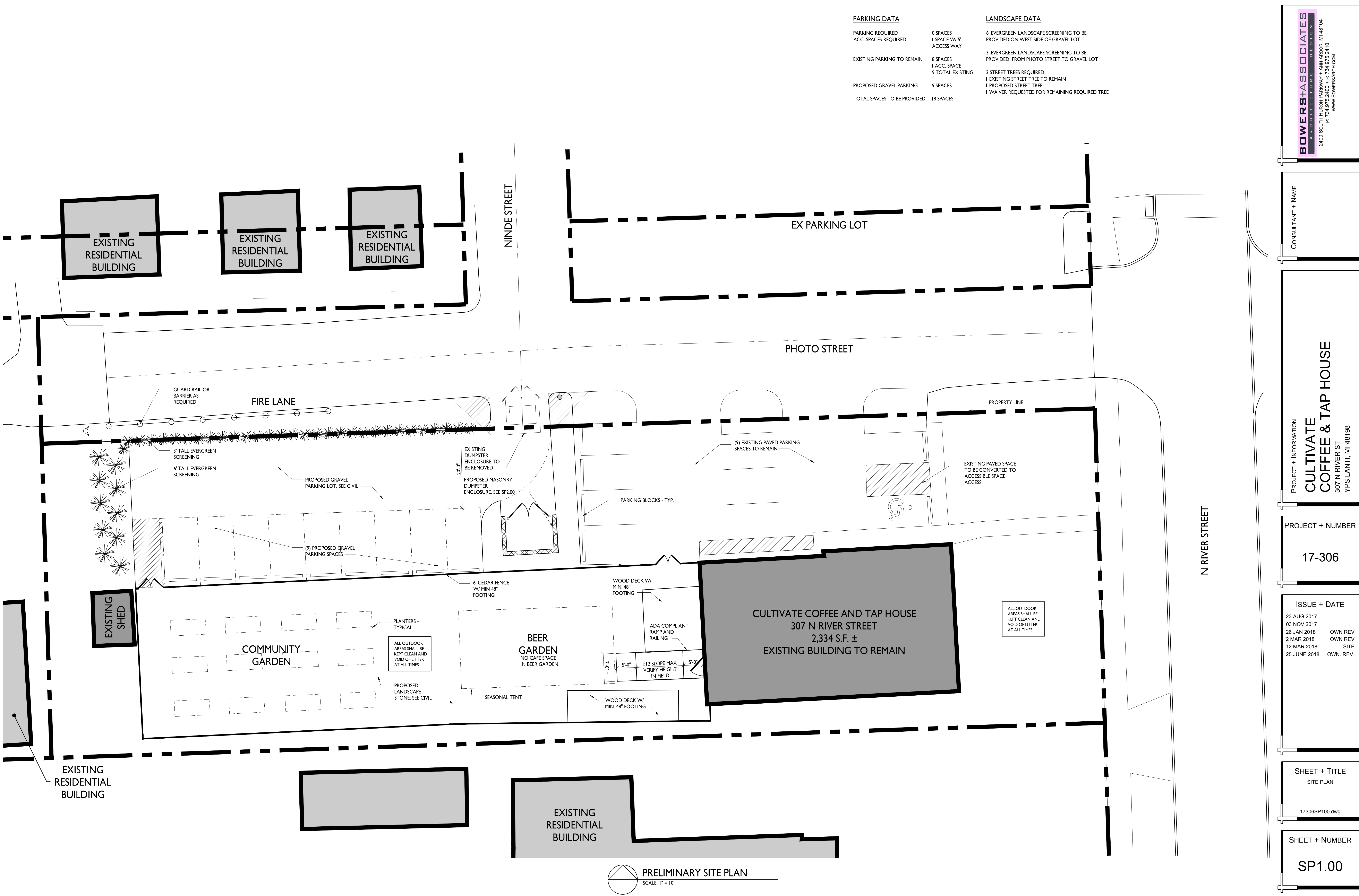
Can you advise me as to if we would require any separate applications whether for a variance or waiver in regards to aligning the drive or using the 20' offset so that we can include it with our resubmission or if you have any other comments that may be helpful to expedite finding a solution to this issue.

Thank You

MARK WRIGHT
ARCHITECTURAL ASSOCIATE
markw@bowersarch.com
T: 734.975.2400 x703



2400 S. HURON PARKWAY + ANN ARBOR, MI 48104
T: 734.975.2400 + F: 734.975.2410



PARKING DATA

PARKING REQUIRED	0 SPACES
ACC. SPACES REQUIRED	1 SPACE W/ 5' ACCESS WAY
EXISTING PARKING TO REMAIN	8 SPACES 1 ACC. SPACE 9 TOTAL EXISTING
PROPOSED GRAVEL PARKING	9 SPACES
TOTAL SPACES TO BE PROVIDED	18 SPACES

LANDSCAPE DATA

6' EVERGREEN LANDSCAPE SCREENING TO BE PROVIDED ON WEST SIDE OF GRAVEL LOT

3' EVERGREEN LANDSCAPE SCREENING TO BE PROVIDED FROM PHOTO STREET TO GRAVEL LOT

3 STREET TREES REQUIRED
1 EXISTING STREET TREE TO REMAIN
1 PROPOSED STREET TREE
1 WAIVER REQUESTED FOR REMAINING REQUIRED TREE

BOWERS+ASSOCIATES
ARCHITECTURE DESIGN
2400 SOUTH HURON PARKWAY • ANN ARBOR, MI 48104
P: 734.975.2400 • F: 734.975.2410
WWW.BOWERSARCH.COM

CONSULTANT + NAME

PROJECT + INFORMATION
**CULTIVATE
COFFEE & TAP HOUSE**
307 N RIVER ST
YPSILANTI, MI 48198

PROJECT + NUMBER

17-306

ISSUE + DATE

23 AUG 2017	
03 NOV 2017	
26 JAN 2018	OWN REV
2 MAR 2018	OWN REV
12 MAR 2018	SITE
25 JUNE 2018	OWN. REV.

SHEET + TITLE

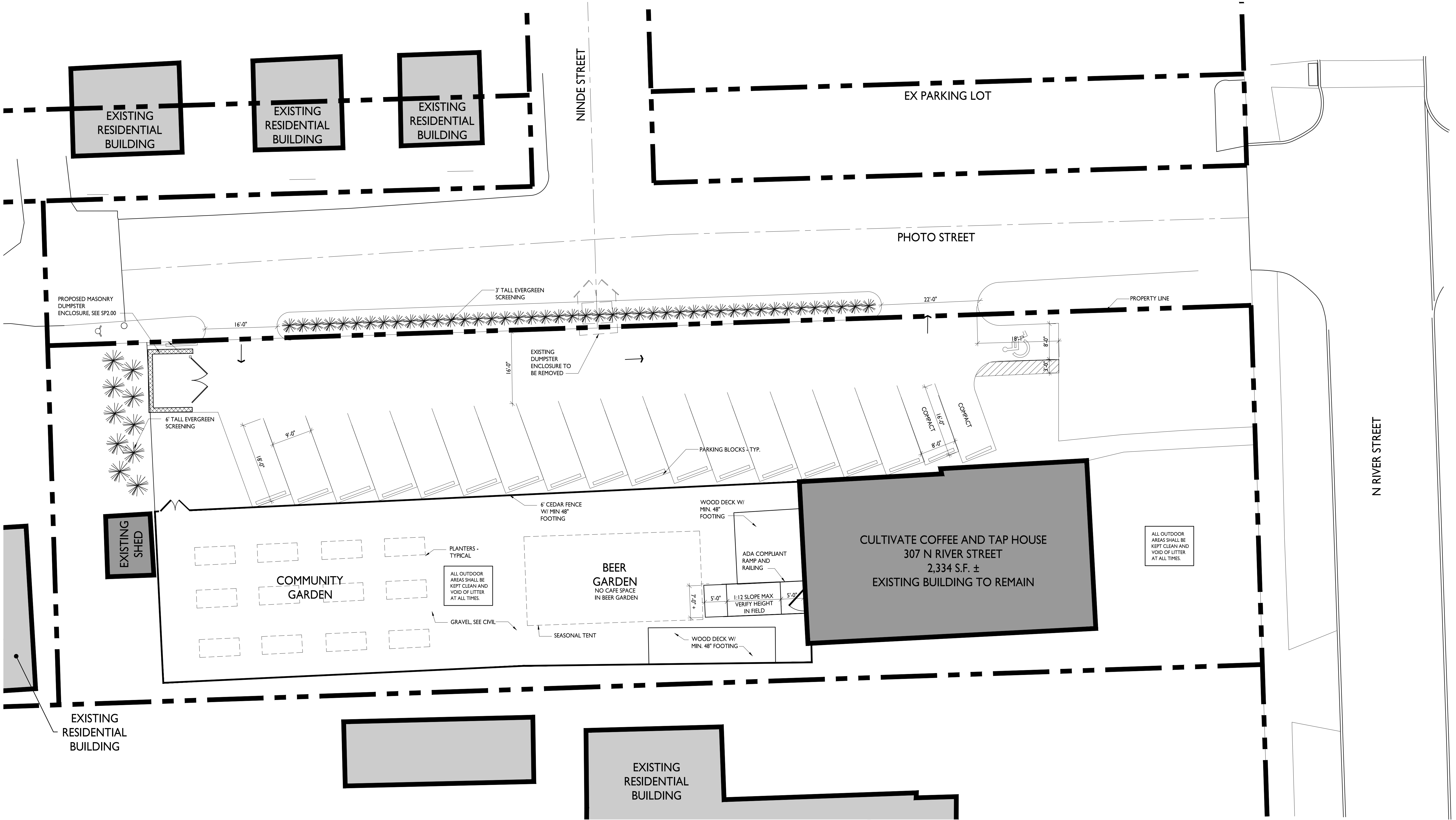
SITE PLAN

17306SP100.dwg

SHEET + NUMBER

SP1.00

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PRELIMINARY SITE PLAN
SCALE: 1" = 10'

BOWERS+ASSOCIATES
ARCHITECTURE DESIGN
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OWN REV
OWN REV
SITE
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OWN REV

SHEET + TITLE
SITE PLAN
17306SP100b.dwg

SHEET + NUMBER
SP1.00



15 March 2018

**Staff Review of Rezoning Application
Medical Marijuana Text Amendments
Provisioning Centers Buffer Increase**

GENERAL INFORMATION

Applicant: City of Ypsilanti

Action Requested: Recommendation to City Council to approve a Text Amendment to Medical Marijuana Dispensaries (recommended to become "Medical Marijuana Provisioning Centers"), 122-532(b)(3)

SUMMARY

State regulations regarding medical marijuana facilities have recently changed to allow for more commercial operations. This amendment would limit the number of provisioning centers throughout the City by doubling the required buffer between provisioning centers from 500 feet to 1,000 feet.

BACKGROUND

In 2008, the voters of the State of Michigan approved a ballot initiative to legalize medical marijuana, using a caregiver, person-to-person model; Ypsilanti voters supported this ballot measure by over 80%. In 2011, the City of Ypsilanti adopted zoning regulations reflective of that, allowing groups of caregivers to grow under one roof in the M1, M2, WS, and CI zoning districts with a Special Use Permit; and caregivers to connect with patients at dispensaries in the B2, B3, and B4 zoning districts by right.

In 2014, the zoning ordinance shifted to a hybrid form-and-use-based schema. In these new zoning districts, dispensaries were only permitted by-right in C, and not permitted in GC. The State adopted the Medical Marijuana Facilities Licensing Act in late 2016, which permitted fully commercialized medical marijuana facilities under one corporate owner, including grow facilities, provisioning centers (dispensaries), processors, transporters, and testing facilities. In November 2017, Council passed an ordinance opting-in to the MMFLA, allowing up to three grow/processors and seven provisioning centers (dispensaries). Two updates to the zoning code have already been proposed and recommended to Council; one, to permit provisioning centers (dispensaries) as a Special Use in the GC zoning district, and another, generally updating the specific standards and definitions for medical marijuana facilities.

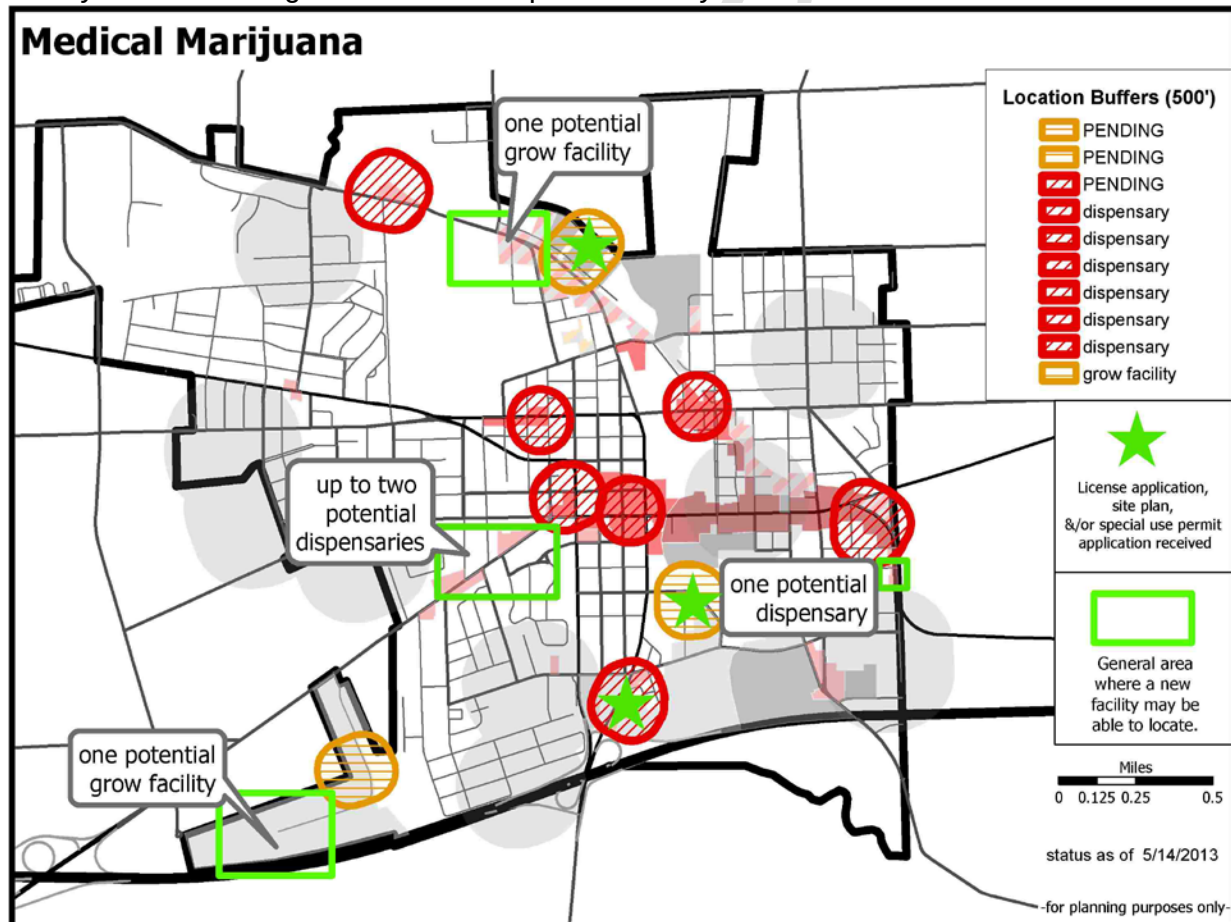
As a result of these changes at both the state and local level, it is possible that some existing provisioning centers could move; it is also possible that an existing provisioning center could go out of business and another provisioning center locate in the City. During the initial medical marijuana zoning

discussion in 2011, and during the more recent zoning discussions in 2017-18, both Planning Commission and City Council have expressed concern about marijuana business density, and the need to ensure a balanced mix of services and goods in our commercial areas. This amendment would reduce density significantly, generally allowing for only one provisioning center per commercial area, without creating significant nonconformities.

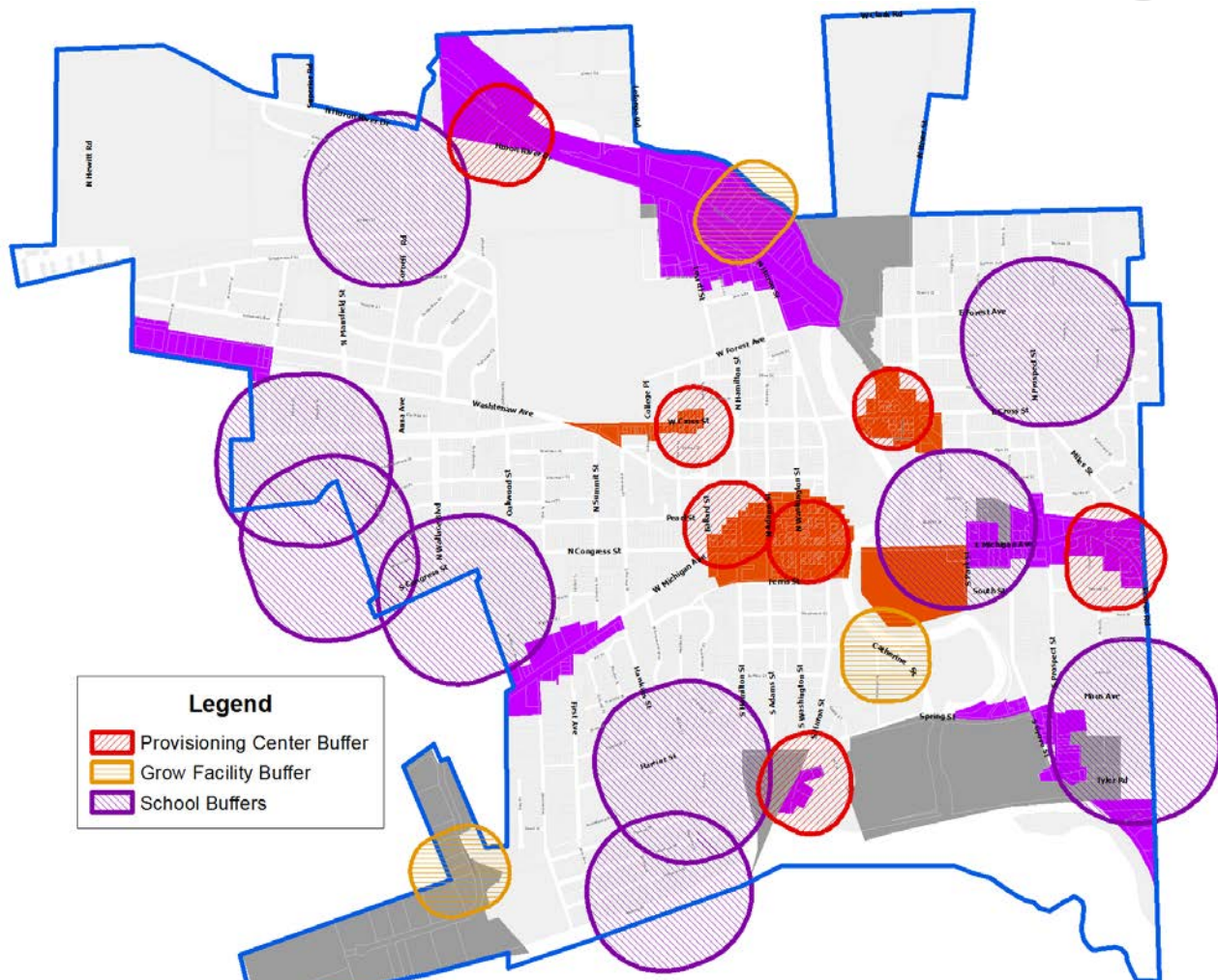
DISCUSSION

When the 2011 zoning amendments permitting dispensaries and grow facilities were adopted, there was no cap on the number of facilities, and the industry was untested and highly stigmatized. A cap on the number of facilities was introduced in 2013, as Council felt the local market was satisfied, and further increases in the number of facilities were unwise due to uncertainty in the State and Federal regulation. Many of these facilities have been operating since 2011; the newest opened in 2013. These facilities have, overall, been in compliance with local ordinances, including permitting on-demand inspections. The crime rate at these businesses is equivalent to other retail &/or industrial businesses.

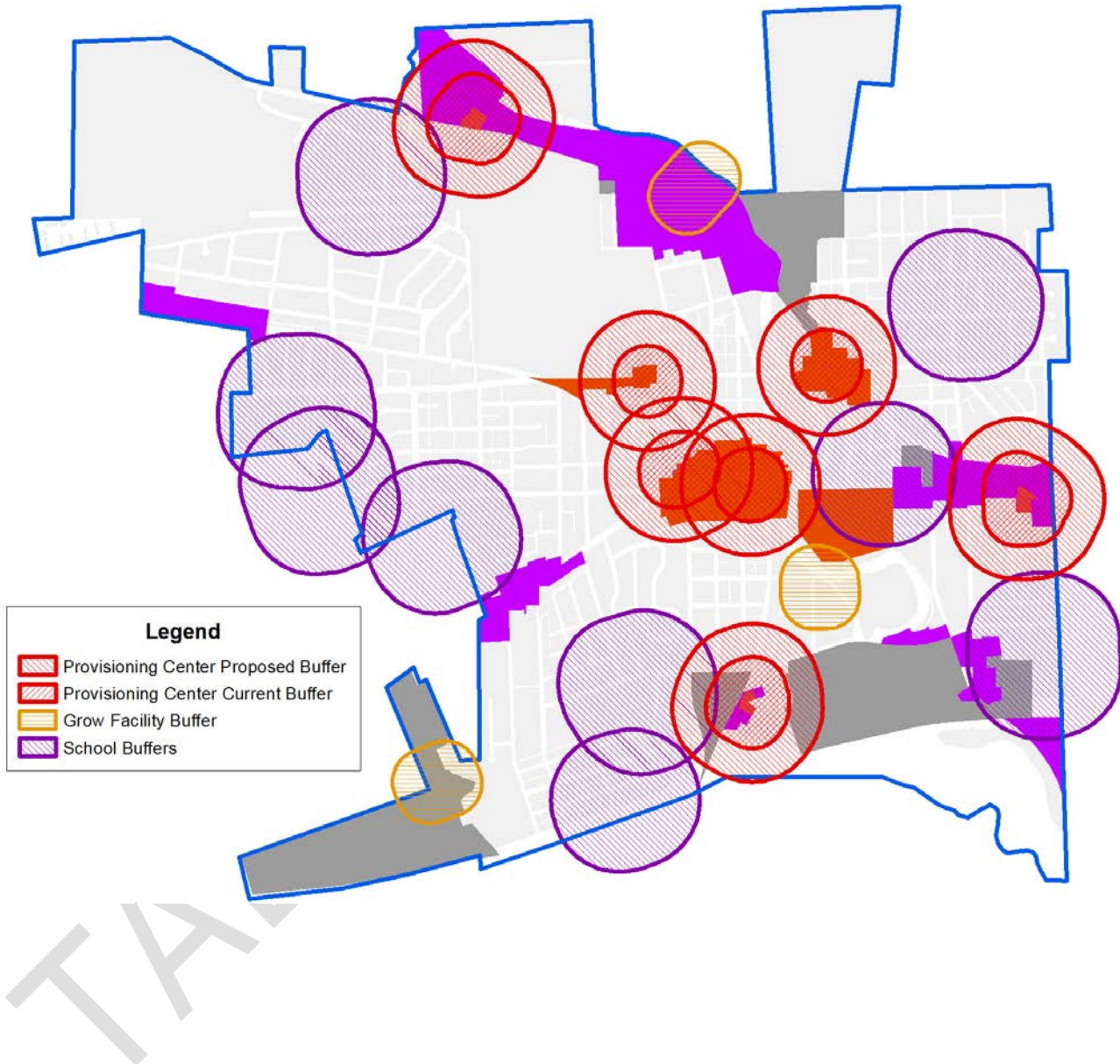
This map, as of 5/2013, shows potential locations for additional dispensaries/grow facilities; the potential distribution of facilities differed from current primarily around Washtenaw and West Michigan. The zoning around Huron River Drive has changed from the Commercial-Industrial District and a variety of other zoning classifications to predominantly GC.



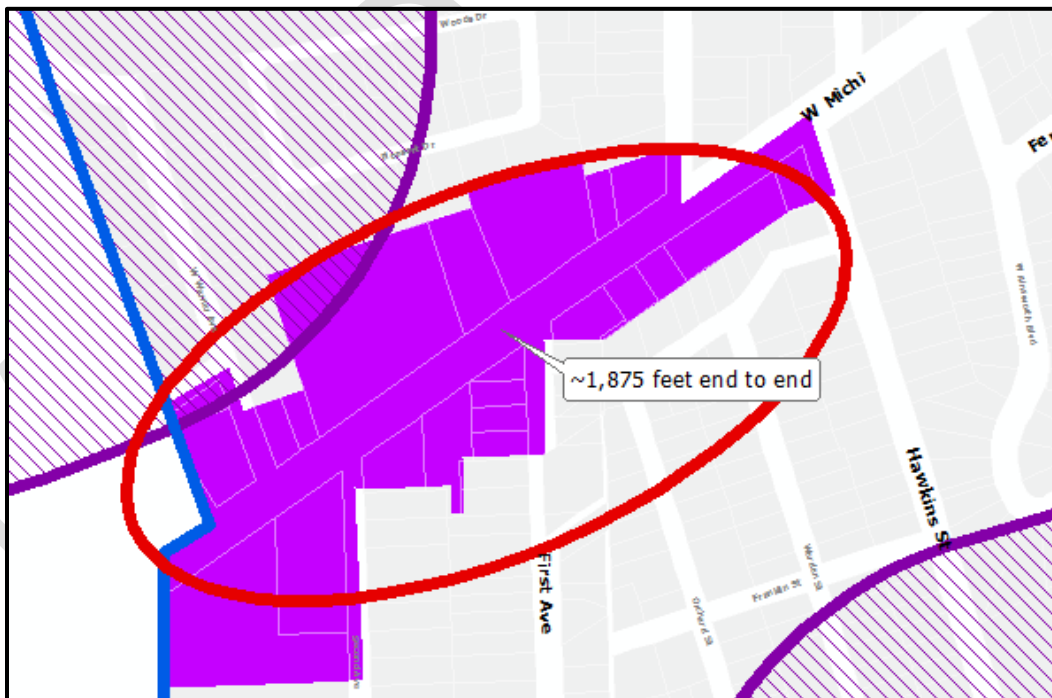
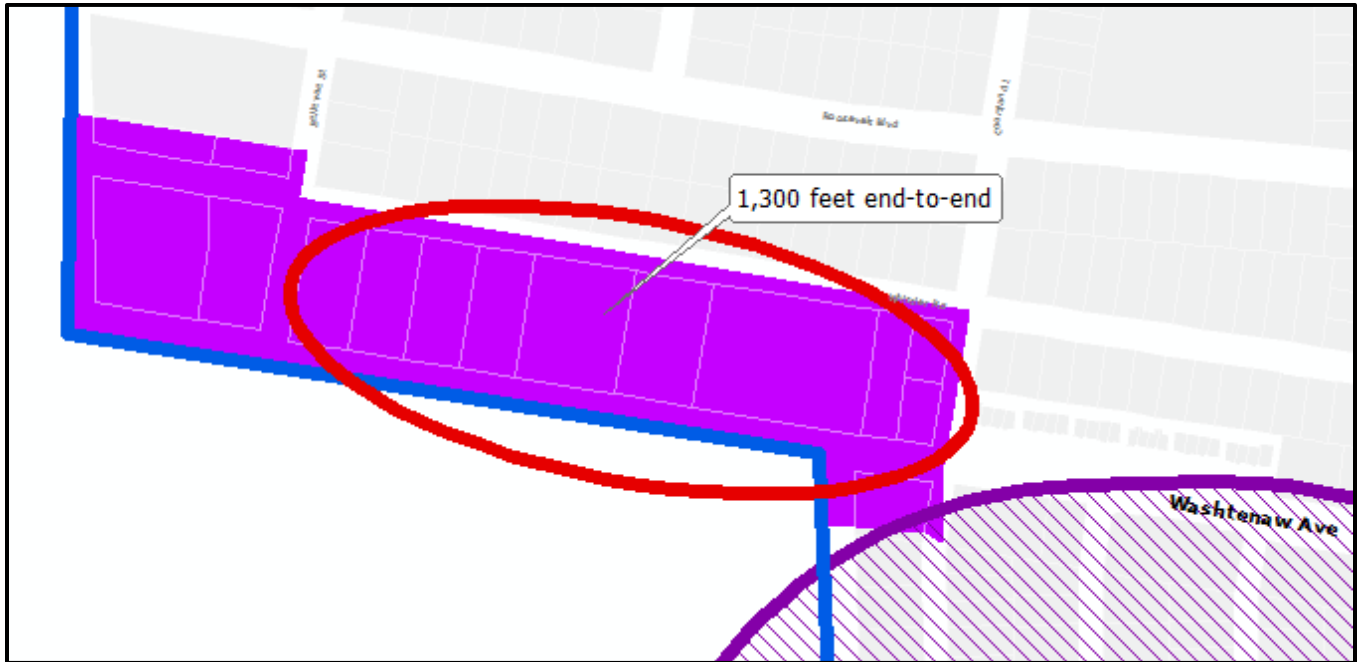
This map shows the *current* existing school buffers, facility buffers, and zoning districts. As a reminder, grow facilities are currently permitted only with a Special Use permit in GC and PMD; dispensaries are permitted by right in Center. The proposal on the table at Council would add dispensaries as a special use in the GC district. Recall also that Planning Commission has discretion in granting Special Use permits under §122-324.



Under the proposed increase in buffers between provisioning centers, the East Michigan/Ecorse corridor cannot bear a new provisioning center, nor can Depot Town or West Cross. The two existing provisioning centers in downtown Ypsilanti would exclude each other by approximately four feet; however, Herbal Solutions is planning to move eastward once rehabilitation is complete at the new location. Commercial locations on Huron River Drive/Railroad St are already fairly constrained due to the location of the railway and river, as well as the large redevelopment site at 800 Lowell, so the expansion would have minimal effect.



Looking more closely at specific areas, Washtenaw realistically could host two provisioning centers (one at each end), and West Michigan potentially two as well- fewer than the three and four, respectively, that would be able to locate there with the smaller buffer. West Michigan, it should be noted, has fewer commercial buildings that could presumably become available for such a venture; there do exist residential buildings that could be converted.



Medical Marijuana Dispensaries (recommended to become "Medical Marijuana Provisioning Centers"), 122-532(b)(3)	"Medical Marijuana Provisioning Centers," 122-532(b)(3) (changes proposed 2/21 presumed adopted)
The dispensary shall not be located within a five hundred (500) feet of a lawfully existing medical marijuana dispensary or growing/manufacturing facility as measured from the outermost boundaries of the lot or parcel on which the proposed dispensary and lawfully existing dispensary or growing/manufacturing facility is located;	The provisioning center shall not be located within a five hundred (500) feet of a lawfully existing medical marijuana <u>growing &/or processing facility nor within one thousand (1,000) feet of a lawfully existing medical marijuana provisioning center</u> as measured from the outermost boundaries of the lot or parcel on which the proposed medical marijuana facility and to the outermost boundaries of the lot or parcel on which the lawfully existing medical marijuana facility is located;

STANDARDS FOR AMENDMENTS**§122-362(a)**

(a) Text Amendment. For a change to the text of the Zoning Ordinance, the Planning Commission shall consider and the City Council may consider, whether the proposed amendment meets the following standards:

(1) The proposed amendment is consistent with the guiding values of the Master Plan; and
Applicable guiding values of the Master Plan include:

- Diversity is our strength: per the decision-making rubric. This maintains and potentially improves the diversity of the mix of businesses in Ypsilanti.
- Ypsilanti is sustainable: per the decision-making rubric, this action maintains, and has the potential to create, job opportunities for Ypsilantians, without over-investing into a volatile industry.

(2) The rezoning is consistent with description and purpose of the proposed district, and.
This would apply to all Provisioning Centers in all districts.

(3) The proposed amendment is consistent with the intent of this Zoning Ordinance; and
Per §122-100, the intent of the ordinance is to promote the public health, safety, and welfare. In particular, to:

- "create a safe, diverse, and sustainable city;
- meet the needs of the City's residents for food, fiber, energy, and other natural resources;
- guide the location of places of residence, recreation, industry, trade, service, and other uses of land;
- ensure that uses of the land shall be situated in appropriate locations and relationships;
- limit the inappropriate overcrowding of land and congestion of population and transportation systems and other public facilities;
- facilitate adequate and efficient provision for transportation systems, sewage disposal, water, energy, education, recreation, and other public service and facility needs;"

By increasing the distance between Provisioning Centers, it reserves space for other businesses to grow and thrive within the City, while still preserving access to medical marijuana.

(4) The proposed amendment will enhance the functionality, transportation network or character of the future development in the City; and

The change to the zoning ordinance has the long-term potential to do so. In the short-term, it will simply preserve the existing character of the City.

(5) The proposed amendment will preserve the historic nature of the surrounding area and of the City;
Staff does not anticipate that this amendment will negatively or positively affect the historic nature of the City.

(6) The proposed amendment will enhance the natural features and environmental sustainability of the City;
Staff does not anticipate that this amendment will negatively affect the natural features or environmental sustainability of the City.

(7) The proposed amendment will protect the health, safety, and general welfare of the public; or
The proposed change to the zoning ordinance will help maintain residents' access to medical marijuana, as prescribed by their doctor. The ordinance amendment will also help to reduce the potential that relatively volatile medical marijuana businesses might displace existing businesses in less-volatile industries.

(8) The proposed amendment is needed to correct an error or omission in the original text; or
This does not correct an error; it is an amendment due to a changing regulatory environment.

(9) The proposed amendment will address a community need in physical or economic conditions or development practices; and
Staff does not anticipate that this change will significantly impact a community need in physical or economic conditions. If the industry continues to grow, it is possible that medical marijuana businesses could reinvest significantly into their businesses. However, it is also possible that the businesses will face increasing regulatory hurdles at the federal level, and medical marijuana still carries some stigma. This amendment would decrease the potential impacts of both any stigma and the potential for an industry collapse due to regulatory issues.

(10) The proposed amendment will not result in the creation of significant nonconformities in the City.
The proposed amendment will make nonconforming the two dispensaries in downtown Ypsilanti. However, as noted, Herbal Solutions is in the process of preparing a space to the east that would conform under the new ordinance.

STAFF RECOMMENDATION

Staff recommends the Planning Commission recommend to City Council the **approval** of the proposed text amendment to 122-532(b)(3), "Medical Marijuana Dispensaries Provisioning Centers", with the following findings:

- (1) The proposed amendment is consistent with the guiding values of the Master Plan;
- (2) The proposed amendment is consistent with the intent of this Zoning Ordinance;
- (3) The proposed amendment will protect the health, safety, and general welfare of the public;
- (4) The proposed amendment will address a community need in physical or economic conditions or development practices.

Bonnie Wessler
City Planner, Community & Economic Development Division



**2018 Annual Report
Planning Commission
Ypsilanti, Michigan**

INTRODUCTION

The Planning Commission of the City of Ypsilanti is governed by the Michigan Planning Enabling Act, State of Michigan Public Act 33 of 2008, and by the City of Ypsilanti's Zoning Ordinance.

In 2018, the Planning Commission's membership was as follows:

Heidi Jugenitz (chair, Jan- June)
Liz Dahl MacGregor (vice-chair, January– May)
Matt Dunwoodie (chair, July – December)
Jared Talaga (vice-chair, July – December)
Anthony Bedogne (resigned April)
Toi Dennis

Jessica Donnelly (joined August)
Phil Hollifield
Chris Madigan (resigned June)
Jelani McGadney (joined July)
Michael Simmons (joined May)
Cheryl Zuellig (resigned July)

Under the Planning Enabling Act, the Commission must provide an annual report to City Council, as the legislative body of the City. This report discusses,

1. The operations of the Commission during the past year
2. The status of any on-going planning activities
3. Recommendations to the legislative body related to planning and development

PLANNING COMMISSION OPERATIONS

The Planning Commission held regular monthly meetings during 2018. In January, Planning Commission had a joint meeting with Zoning Board of Appeals for regular training on Planning Commission and Zoning Board of Appeals functions and duties from the Michigan Association of Planning.

The Commission reviewed 12 site plan applications in 2018, up from 2017, and had more “other items” than in 2017. These numbers were driven by the increased number of special use reviews along with an increase in zoning text and map amendment applications. No special nonconforming status applications were received in 2018.

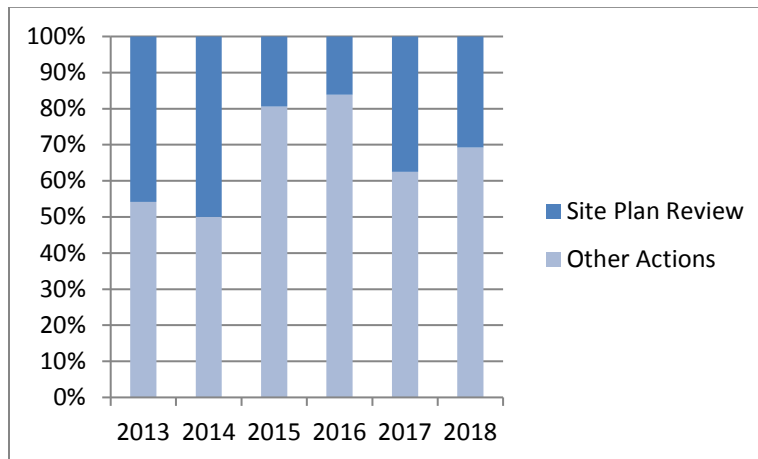
The Commission considered 39 total actions, including 12 site/sketch plans, 11 special use permits, 8 text amendments, 4 map amendments, and 1 Planned Unit Development (PUD). It also reviewed the Capital Improvements Plan as part of the annual review process in May and discussed one special topic on local zoning options regarding firearm sales. The Planning Commission monitored the local medical marijuana ordinance in order to align with the state as well as considered the buffer between locations. The Bell-Kramer neighborhood was reviewed for rezoning, and a well restriction ordinance and a community discussion was hosted on the traffic in the neighborhood. The Planning Commission Housing Affordability and Access subcommittee and Non-motorized subcommittee continued to meet throughout 2018.

Included in this year's annual report is the implementation matrix from the 2013 Master Plan.

Figure 1: Planning Commission Applications by Type (past five years)

	2013	2014	2015	2016	2017	2018
Site plan review	11	9	7	5	6	12
Amend approved site plan	--	1	--	--	2	1
Special use permit	5	2	6	5	1	11
Zoning map amendment	1	1	1	2	1	4
Zoning text amendment	--	1	2	5	1	8
Master plan amendment	1	--	--	--	--	--
Planned unit development	2	--	2	1	1	1
Amend approved PUD	--	--	--	--	--	--
Alley/Street closure/Vacation	1	2	--	2	--	--
Change in non-conforming use	--	--	--	1	--	--
Capital improvements reviews (begins 2010)	1	2	3	3	1	1
Special topic planning (begins 2010)	2	--	--	--	3	1
Study item (begins 2010)	--	--	7	1	--	--
Conditional rezoning (begins 2010)	--	--	--	--	--	--
Modification of Sign Standards (begins 2012, ends 2016)	--	--	1	--	--	--
Special Use Revocation (begins 2015)	--	--	1	--	--	--
Designation of Special Nonconforming Status (begins 2015)	--	--	6	6	1	--
Total Applications / Deliberations	24	18	36	31	17	39

Figure 2: Planning Commission Actions by Year (percent)



Master Plan Implementation Matrix

These goals and their matrices are taken directly from the Master Plan, adopted Oct 2013.

Capital Improvements Plan = CIP; Zoning Ordinance = ZO

	Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
Center	C1	Building standards for centers that preserve the architecture	2014-2015	All Centers						Zoning Ordinance	Ordinance passed 2014	Completed
	C2	Allow renewable energy facilities on all buildings	2014-2015	All Centers						Zoning Ordinance	Ordinance passed 2014	Completed
	MPC3	Continue and expand the numbers, types of festivals and events	Ongoing	All Centers						Convention & Visitors Bureau (event attraction, destination marketing) Special Events policy (enabling)		
	C4	Finish upper stories	Ongoing	All Centers						Zoning Ordinance (enable private investment) DDA (business & investment attraction)	Ordinance passed 2014 MEDC façade grant 2018	ZO complete DDA (ongoing efforts)
	C5	Maintain and expand transportation options	Ongoing	Downtown						Capital Improvements Plan Zoning Ordinance (require last-mile infrastructure)	Capital Improvements Plan adopted 2015 Zoning Ordinance passed 2014	Ongoing

Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
C6	Draft a business attraction plan for Downtown, Depot Town and Cross St	2014-2019	All Centers						DDA	RRC Certification obtained 2015	Ongoing
C7	Encourage business and event activity during the day and evening	2014-2019	All Centers						Zoning Ordinance (encourage mix of uses) DDA (business development)	Ordinance passed 2014	Ongoing
MPC8	Create a marketing campaign for the City of Ypsilanti	1-5 Years	All Center						Convention & Visitors Bureau	Community Tourism Action Plan adopted 2014	Update CTAP – 2019
C9	Build curbless "festival" street on Washington	2014-2019	Downtown						Capital Improvements Plan	Capital Improvements Plan adopted 2015	CIP annual update/review
C10	Use vacant storefronts for temporary retail uses	2014-2019	Downtown						DDA (landlord outreach)	Ordinance passed 2014	Ongoing
MPC11	Permanent year-round home for Downtown Farmer's Market	1-5 Years	Downtown						Zoning Ordinance (enabling) DDA (attraction)	Downtown Farmers' Market established 2016	Completed
MPC12	Permanent year-round home for Depot Town Farmer's Market	1-5 Years	Depot Town						Zoning Ordinance (enabling) DDA (attraction)		Ongoing
MPC13	Install a wayfinding system	1-10 Years	All Centers						Convention & Visitor's Bureau	Complete, 2017	Completed

	Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
	C14	Increase walkability (2-way streets & raised intersections)	2014-2024	Downtown						MDOT coordination (20-year horizon) Capital Improvements Plan	Capital Improvements Plan adopted 2015	Capacity reduction 2019-2022
	C15	Curbless "festival" street on River and Cross Street	2014-2024	Depot Town						Capital Improvements Plan	Capital Improvements Plan adopted 2015	Funding
	C16	Create a public space at new train station	2014-2024	Depot Town						Capital Improvements Plan	Capital Improvements Plan adopted 2015 Proposed Amtrak Stop Feasibility Study completed 2018	Installation of a train station
	C17	Separate Cross and Washtenaw	2014-2024	Cross Street						Capital Improvements Plan	Capital Improvements Plan adopted 2015	Capacity reduction, 2-way conversion
	C18	Create a "front door" for EMU with reconfiguration of Cross and Washtenaw	2014-2024	Cross Street						MDOT coordination Capital Improvements Plan	Capital Improvements Plan adopted 2015	Capacity reduction, 2-way conversion
Neigh	MPN1	Continue and increase rental inspections and enforcement	Ongoing	All neighborhoods						Building Department		Ongoing

Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
MPN2	Assist continuation and expansion of EMU Live Ypsi program	Ongoing	All neighborhoods								Ongoing
N3	Plan and zone for range of housing typologies for the needs of all ages and abilities	Ongoing	All neighborhoods						Zoning Ordinance	Ordinance passed 2014	Completed
N4	Streamline multiple-family living arrangements into categories based on number of units and form, instead of use	2014-2015	All neighborhoods						Zoning Ordinance	Ordinance passed 2014	Completed
N5	Continue home-based entrepreneurship	2014-2015	All neighborhoods						Zoning Ordinance (enable)	Complete	Completed
N6	Regulate the form of buildings to preserve the character of neighborhoods	2014-2015	All neighborhoods						Zoning Ordinance	Complete	Completed
N7	Preserve the character of the area by using regulations on street type, building type as well as use	2014-2015	Central neighborhoods						Zoning Ordinance, Engineering Standards	Complete	Completed
N8	Regulations of the variety of housing types, uses and lot sizes will be calibrated to the existing patterns	2014-2015	Central neighborhoods						Zoning Ordinance	Complete	Completed

	Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
	N9	Limit uses to predominantly single-family residential uses in areas with small houses, suited for only single-family use	2014-2015	Outlying neighborhoods						Zoning Ordinance	Complete	Completed
	N10	Create 'Eco-Districts' in neighborhood parks	2014-2024	All neighborhoods						Zoning Ordinance (enable); Parks Plan > Capital Improvements Plan (planning & Execution)		Ongoing
Corridor	Co1	Designate the appropriate building form for each corridor based on existing patterns and vision for that corridor	2014-2015	All corridors						Zoning Ordinance	Complete	Completed
	Co2	Retain the mix of uses within each corridor but allow them throughout the area	2014-2015	All corridors						Zoning Ordinance	Complete	Completed
	Co3	Reinforce the preservation of historic buildings	2014-2015	Historic corridors						Zoning Ordinance; Historic District ordinance	Complete	Ongoing
	Co4	Maintain River Street as a historic boulevard	2014-2015	Historic corridors						Zoning Ordinance, Capital Improvements Plan		Ongoing

	Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
	Co5	Require a pedestrian-friendly building form while allowing a mix of uses for both students and residents along Huron River Dr, LeForge & Railroad corridors	2014-2015	General corridors						Zoning Ordinance		Completed
	Co6	Coordinate regulations for Washtenaw with the County Re-Imagine Washtenaw Ave Plan	2014-2015	General corridors						Zoning Ordinance	Ongoing	Ongoing
	Co7	Restore Harriet St as the Main St of adjacent neighborhoods	2014-2015 for ZO / 2014-2024 years for street improvements	General corridors						Zoning Ordinance, Capital Improvements Plan	Ordinance passed 2014, ongoing	Ongoing
	Co8	Restore two-way function to Cross, Huron and Hamilton Streets	2014-2024	Historic corridors						MDOT Coordination Capital Improvements Plan	Capital Improvements Plan adopted 2015	Capacity/lane reduction project
District Areas	D1	Update regulations to create walkable areas at the border of the City and EMU campus	2014-2015	EMU						Zoning Ordinance	Complete	Completed
	D2	Create regulations that support the existing building form but assure access by all modes of transportation	2014-2015	Health & Human Services						Zoning Ordinance	Complete	Completed

Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
D3	Allow renewable energy facilities, such as solar panels, on industrial land	2014-2015	Job Districts						Zoning Ordinance	Complete	Completed
D4	Reduce the minimum lot size and width in the industrial park to create more opportunity	2014-2015	Job Districts						Zoning Ordinance	Complete	Completed
MPD5	Align economic development incentives and programs to encourage emerging sectors that align with the Guiding Values and the employment potential of residents	1-5 years	All Districts							In Progress	Ongoing
MPD6	Create "Welcome to Ypsilanti" packages for new EMU students, including web version	1-5 years	EMU						Website & PDF Authorship?		Package creation
D7	Encourage use or redevelopment of unused parking lots	2014-2019	HHS & Job Districts						Zoning Ordinance (enable)	Complete	Completed
D8	Create a 'front door' for EMU in the area created by the reconfiguration of Cross and Washtenaw	2014-2024	EMU						MDOT coordination Capital Improvements Plan		Capacity reduction & conversion to 2-way

	Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
General	G1	Establish "Aging in Place" programs	2014-2019	All neighborhoods						Zoning Ordinance (enable), Capital Improvements Plan (accessibility)	Ordinance passed 2014, Capital Improvements Plan 2015	Ongoing

LOOKING FORWARD

At the end of 2018, these planning projects remain in progress.

- An update to the Master Plan is planned. 2019 goals include housing affordability and accessibility; traffic on Hamilton, Huron, and Washtenaw; the proposed train stop; and Water Street, neighborhood updates for Bell-Kramer, and general implementation updates.
- Updates to the medical marijuana portion of the zoning ordinance, and potentially the addition of recreational marijuana provisions, as needed to further align with the state regulations.
- The Planning Commission will continue to provide review of the annual Capital Improvements Plan prior to adoption by City Council, per state act.

ACTION

The Planning Commission adopted this report at its regular December 2018 meeting and approved transmittal to City Council.



City of Ypsilanti
PLANNING COMMISSION
One South Huron Street
Ypsilanti, Michigan 48197

2019 Calendar of Meetings

The regular meetings of the City of Ypsilanti **Planning Commission** for the year of 2019 will be held on the **third Wednesday of each month**, unless a holiday falls on that date. Unless otherwise indicated, meetings will start at 7:00 p.m. in the City Hall Council Chambers (first floor) at One South Huron Street, Ypsilanti, Michigan.

Dates for 2019 meetings are as follows:

January 16
February 20
March 20
April 17
May 15
June 19
July 17
August 21
September 18
October 16
November 20
December 18

The City of Ypsilanti encourages persons with disabilities to participate and will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired, Limited English Proficiency (LEP) services, and audios of printed materials being considered at the meeting. Individuals requiring auxiliary aids or services should provide two (2) days' notice to the City, and contact the City by writing or calling the following:

City Clerk's Office
One South Huron Street
Ypsilanti, Michigan 48197-5420
(734) 483-1100

All persons are welcome to attend. For further information on the Planning Commission, contact the Planning and Development Department at the above address, or 734-483-9646, or www.cityofypsilanti.com/planningcommission.

From: [Bob Krzewinski](#)
To: [Joseph Meyers](#); [DDA Mark Teachout](#); [Jared Talaga PC](#); [Murdock, Pete](#); [Cynthia Kochanek](#); [NMAC Sarah Walsh](#); [Planning Commission - Matthew Dunwoodie](#); [Bonnie Wessler](#)
Subject: City Non-Motorized Advisory Committee - December Meeting Minutes, 2019 Priorities, Committee Reappointments
Date: Thursday, December 13, 2018 3:26:13 PM
Attachments: [NMAC Meeting Minutes - December 2018.pdf](#)
[2019 Draft Priorities.pdf](#)
[By-Laws Change 2016.pdf](#)

Attached are the meeting minutes for the December Non-Motorized Advisory meeting as well as the Committee's 2019 priorities.

Concerning the priority list, if this could be included in the December Planning Commission meeting agenda it would be appreciated. I plan to attend the Commission meeting and would like to request a short period of time to talk about the list.

One last thing would be that both Sarah Walsh and my term on the Non-Motorized Advisor Committee expire on January 31, 2019 and both of us would like to serve another two-year term. Committee members, according to our Committee Bylaws, must be approved by the Planning Commission and it is requested that the reappointment of Sarah and myself be approved at either the December or January Commission meeting. Thanks!

Bob Krzewinski

Ypsilanti Non-Motorized Advisory Committee Meeting Minutes - November 1, 2018

1. Call to order - The meeting was called to order at 7:07pm at the Ypsilanti District Library, 229 W. Michigan Avenue. Attending was Sarah Walsh, Bob Krzewinski and Jared Talaga.
2. Introductions - Audience participation- Public input - None.
3. General business
 - a. Agenda approval - A motion was made by Sarah, seconded by Jared, to approve the agenda and was approved unanimously.
 - b. Approval of September meeting minutes (no October meeting) - A motion was made by Sarah, seconded by Jared, to approve the minutes and was passed unanimously.
 - c. Additional Committee member recruitment – Bob still sending out communications asking for volunteers.
4. Old & continuing business
 - a. 2018 Committee priorities
 1. Bike lane projects
 - Harriet, Spring, Factory, Maus (First to Emerick) – No new updates.
 - West Cross (Wallace to western City limit) –This reconstruction project, as per the City Complete Streets ordinance, will need to be approved by the Planning Commission. Jared, as a Planning Commission member, will notify the Committee of any new developments.
 2. Sidewalk projects
 - Relmagine Washtenaw update - No new updates.
 3. General projects
 - Non-Motorized Plan update completion – Jared will notify Sarah and Bob when the new draft is available.
 - I-94 Huron Street crossing (along with traffic calming on Huron-Hamilton-Washtenaw) - involves MDOT jurisdiction areas - No new updates.
 - Border To Border Trail completion – No new developments.
 - Bike Friendly/Walk Friendly applications follow up - *BFC City Hall sign, WFC reapplication* - No new updates.
 - Public education/communications (Committee newsletter, social media, snow/vegetation removal) – Bob placed some information on the Committee Facebook page about the Michigan 3-foot passing law taking effect the end of September and shared with a few area discussion groups. Bob will do further education efforts in the future.
 - Pedestrian safety improvements (signage/markings) - No new updates.
 - Traffic calming (additional bump-outs, more radar speed signs, speed bump policy) - involves MDOT jurisdiction area - No new updates.
5. New Business
 - a. Planning Department update - None.
 - b. 2019 Committee priorities – Time was spent reviewing 2019 priorities. Bob will revise a draft document listing potential priorities and send them out to the Committee.
 - c. Halloween Library safe trick-or-treating (report) – As in past years, the Committee had a table at the annual Downtown Halloween Festival on October 26 where lighted wristbands (courtesy of the Ann Arbor Area Transportation Authority) were distributed along with safe trick-or-treating flyers.
 - d. Winter bicycling talk – Bob will hold at least one cold weather bicycling talk in early December.
 - e. Snow removal promotion - Bob will post on the Committee's Facebook page, as well as share with neighborhood groups, information about the City's sidewalk snow removal ordinance once a snow event takes place that will result in more than 1-2 inches of snow.
6. Other Items – Announcements – None.
7. Adjournment - A motion was made by Sarah, seconded by Bob, to adjourn the meeting at 8:10pm. The next meeting will be Thursday, December 6th, 7pm at the downtown Library.

City of Ypsilanti Non-Motorized Advisory Committee Meeting Minutes December 3, 2018

1. Call to order - The meeting was called to order at 7:07pm at the Ypsilanti District Library, 229 W. Michigan Avenue. Attending was Sarah Walsh and Bob Krzewinski.
2. Introductions - Audience participation - Public input – The Committee will invite both the Planning Commission Chair and May to future meetings.
3. General business
 - a. Agenda approval – A motion was made by Sarah, seconded by Bob, to approve the December meeting agenda.
 - b. Approval of November meeting minutes - A motion was made by Sarah, seconded by Bob, to approve the November minutes.
 - c. Committee Bylaws
Committee member terms: The term of office for both Sarah and Bob expire on January 31, 2019 and both are willing to serve another two-year term. As per the Committee bylaws, the request for reappointment will be forwarded to the Planning Commission for action.
 - d. Additional Committee member recruitment – Bob will continue to work on new Committee members. Related to this issue, the Committee will try meeting on the first Wednesday of each month for a limited time to see if this would help with recruitment.
4. Old & continuing business
 - a. 2018 Committee priorities
 1. Bike lane projects
 - Harriet, Spring, Factory, Maus (First to Emerick) – In 2019 Harriet Street, from Hamilton to Huron, is expected to be repaved. Committee members discussed traffic calming for this section, with two traffic lanes, a center turn lane, parking on the north side of Harriet and bike lanes.
 - West Cross (Wallace to western City limit) – Awaiting Complete Streets ordinance review date by the Planning Commission.
 2. Sidewalk projects
 - Reimagine Washtenaw update – No update.
 3. General projects
 - Non-Motorized Plan update completion – No update.
 - I-94 Huron Street crossing (along with traffic calming on Huron-Hamilton-Washtenaw) - involves MDOT jurisdiction areas – The MDOT Road Safety Audit was discussed.
 - Border To Border (B2B) Trail completion – The Bike Repair Station, donated by the Friends of the B2B Trail through an REI grant, is up at the south Trail Heritage bridge plaza. Also, a bike parking hoop, donated by the Friends, was also installed in the plaza. There is expected to be a review of a proposal by the Washtenaw County Parks & Recreation Commission for B2B improvements on Grove Road and Frog Island Park at the joint City Council & City Parks Commission meeting December 11th at the Senior

Center. Sarah will make a statement showing Committee support for these improvements.

- Bike Friendly/Walk Friendly applications follow up – No update.
- Public education/communications (Committee newsletter, social media, snow/vegetation removal) – The Committee will continue work on a 3-foot passing law education campaign with an emphasis on spring 2019.
- Pedestrian safety improvements (signage/markings) – No update.
- Traffic calming (additional bump-outs, more radar speed signs, speed bump policy) - involves MDOT jurisdiction area – No update.

5. New Business

- a. Planning Department update – No City action on a Washtenaw County Health Department grant application for a bike repair station at the Parkridge Community Center. Bob will contact the Washtenaw Bicycling & Walking Coalition who offered to pay ½ the cost of the station. Committee learned about additional bike racks being installed from the City Managers newsletter to Council. 2019 street paving plans include sections of Congress, Huron between Cross & Forest (a possible B2B Trail connector), and Harriet between Huron and Hamilton (also a potential B2B Trail connector).
 - b. 2019 Committee Priorities – A motion was made by Bob, seconded by Sarah to approve. List will be sent to the Planning Commission and City Council.
 - c. Winter bicycling talk – Bike Ypsi planning on such an event before their December 17th Holiday Lights ride.
 - d. Snow removal promotion – Mayors 11/30 Newsletter stated that there would not be any more sidewalk snow removal “warnings”, just citations. The Mayor also point out that uncleared sidewalks essentially makes the elderly and wheelchair users housebound. The Committee will also post snow removal ordinance information in neighborhood Facebook and Nextdoor social media after a major snowfall.
 - e. Committee Annual Report – Bob will work on this to present to the Planning Commission and City Council no later than January.
 - f. 2019 City Budget – Bob will talk to City Council member Pete Murdock about City non-motorized funds and expenditure process.
 - g. Other –Next Traffic Review Committee meeting – 12/20, 3pm.
6. Other Items – Announcements – The next Committee meeting will be Wednesday, January 2 at the downtown Library main floor meeting room. February meeting may not be held due to Committee members being out of town.
7. Adjournment – A motion was made by Bob, seconded by Sarah, to adjourn. The meeting adjourned at 7:50pm.

City of Ypsilanti Non-Motorized Advisory Committee 2019 Committee Priorities

1. City Non-Motorized Plan – Complete update by February 2019.
2. Sidewalk curb cut inventory & improvements.
 - Create a City Curb Cut master list to include whether each cut is ADA compliant or not.
 - Create an annual City Curb Cut Priority List
3. Pedestrian Improvements – Signage, road markings, permanent radar speed signs at select locations, traffic calming.
 - Continue current efforts with MDOT on in-City State Route pedestrian improvements (i.e. Huron, West Cross, Washtenaw, Hamilton, Michigan).
 - Install permanent (i.e. solar powered) radar speed signs at locations with a high incidence of speeding including both directions on Cross Street in Depot Town and southbound Prospect at Holmes.
 - Install speed limit sign on eastbound E. Cross Street between Rice and Huron.
4. Bike Lanes – West Cross Street, Harriet/Spring/Factory/Maus.
5. Communication – Non-Motorized Advisory Committee recognized to be a part of non-motorized project planning. Invite Mayor, City Council members to Committee meetings, quarterly Non-Motorized Committee newsletter.
6. Non-Motorized City budget – Determine yearly, non-motorized project funding amount available. Committee involvement in CIP review and non-motorized project funding disbursement decisions.
7. Bike Boulevard (also referred to as a neighborhood greenway, neighborway, etc.) low-speed street which has been "optimized" for bicycle & walking traffic. Potential projects: Adams (Harriet to Jarvis), Pearl (Hamilton to Mansfield), 2nd Avenue (Michigan to Watling).
8. Border To Border (B2B) Trail gap completion and enhancement.
 - Support City and Washtenaw County Parks & Recreation Commission efforts to complete the Trail through the City.
 - Install "State Law – Stop For Pedestrians In Crosswalk" signs at mid-block B2B Trail crossing of Cornell Street between Collegewood and Mayhew.
9. Walk Friendly Community application submitted.
10. Sidewalk/Curb Cut snow removal promotion by Committee.
11. Events – B2B Trail walks, cold weather cycling talks, Parkridge Festival, Halloween safe trick-or-treating.
12. Dockless bicycle/scooter policy/ordinance by City.

Housing Affordability & Accessibility Committee Meeting Summary

October 3, 2018

In attendance:

Bryan Foley
Cheranissa Roach
Bonnie Wessler
Anica Madeo
Heidi Jugenitz
Desirae Simmons
Richard Murphy
Roberta Wojick-Andrews
Jim Scarletta
Patrick Gaulier
Ashley Fox

7:10pm: Heidi opened the meeting and shared that a new resource had been uploaded to the Share Drive -- a multi-family affordable housing strategy developed by the City of Detroit.

7:20pm: [TRIZ](#) “creative destruction” activity: Committee members broke up into small groups and brainstormed about what the committee could do to make sure that it achieves the worst result imaginable with respect to your top strategy or objective. Group members then examined their lists to determine whether the committee was currently doing anything that resembles the “worst” practices. Results of the small group activity are posted to the Share Drive [here](#).

7:45pm: Initial Public Engagement Proposal and Timeline: Group 2 shared a [proposed path forward](#) for initial public engagement, including the implied timeline and sub-group responsibilities. The proposal consisted of a survey for residents and a series of 2-3 forums for public input on specific affordability and accessibility strategies organized around thematic “stations.”

Feedback received: Committee members provided feedback on proposed survey questions, including removal of questions about level of “concern” about affordability/accessibility, modification of some questions for clarity and content, and addition of questions. The revised outline for the survey based on feedback is available on the Share Drive [here](#).

Committee members generally agreed that phone interviews with landlords would be a good supplement to the survey, so long as they did not consume too much time/effort. After discussion, there was general support for moving ahead with the survey and landlord interviews, since they both focus on supplementing the Committee's quantitative analysis of the housing situation/problem with qualitative information. The other proposed component, public input forums organized around potential housing strategies and solutions, would be appropriate once Group 3 had developed a "short list" of potential housing strategies and solutions.

A member of Group 1 agreed the group would develop and share definitions for different types of housing stock and basic terms (housing affordability, accessibility, quality) for use in the survey.

After discussion of the survey and public input, there was not sufficient time for group work, so it was agreed substantial time would be devoted to group work at the November meeting.

8:50pm: Heidi thanked Anica Madeo for her facilitation services and help over the past several months and expressed a hope that we would remain in touch.

There was no one in attendance for public comment.

Agenda

Planning Commission - Housing Affordability & Accessibility Committee

December 5, 2018

7:00 P.M. – 9:00 P.M., Riverside Arts Center Gallery

DESIRED OUTCOMES

1. Share progress on survey dissemination & landlord interviews
2. Discuss interest/plans for canvassing @ DIYpsi/First Friday
3. Discuss updates from subgroups and areas for committee support
4. Revisit Timeline
5. Allow time for subgroup work (data analysis planning, strategies & solutions)

AGENDA

Welcome, Introductions, and Approval of Minutes

Facilitation: Desirae

Note-taking: Nathanael, Ashley

Came to order 7:08PM

Ashley, Elias, Toi, Nathanael, Heidi, Matt, Amber, Mike, Desirae, Patrick

Rod, Amory (public)

Minutes approved (voice vote unanimous)

Working Group Updates/Questions/Next Steps

- Public Engagement

Survey dissemination (Nathanael)- 235 have done the online survey. Follow up on the drop-off of hard surveys. Nathanael has list. Discussion of distribution of the boxes and surveys. We need to check in at city hall to see if we have enough surveys for distribution.

Possible First Friday and DIYpsi Survey Distribution -- contingent on whether we have enough surveys. Dez, Nathanael, and Toi will coordinate canvassing.

Amber sent out surveys today via listervs (barrier busters, DAY, REDY) and social media and through EMU. Everyone is highly encouraged to send out emails through their network.

Keep surveys live and decide at next meeting when to close meeting. Different subgroups (such as data synthesis and strategies group) have an interest in the surveys. Mike

suggested one month window after survey closes and to do data entry. We will need to find volunteers to do this work.

Landlord interviews (Jim)- Jim isn't present, but one of the completed surveys was filled out and hard copies are distributed to committee. Amber spoke with Jim today and talked about issue of rent increase (practice of marginal rent increases for renewing tenants)

Follow-up

- Ashley - Mauer
 - Desirae - Roberta, possible others
 - Is anyone else interviewing landlords?
-
- **Data Synthesis** - group met this Sunday. Group compiled one-page summary sheet with problem statements. Need to answer further questions about data and have a deeper dive into data. Mike read problem statements developed by subgroup. Group will do further work refining problem statements and draw from various data sources (including surveys). Group plans to make bibliography and list of definitions. Hope that problem statements will match solutions formulated by strategies subgroup. Toi noted that problem statements were rather general and would like to see greater detail. Subgroup agreed with Toi and noted that the next phase would be to add further detail and analysis for each problem statement. This work could eventually lead to a report with recommendations. Heidi recommended that the first problem statement take in mind the variety of perceptions on how much of a crisis housing is. Toi recommended that we focus more on hard data than perceptions. Perhaps an opening statement discussing why we are talking about all this. Ashley recommended comparing Ypsi to other towns in the region. Amber asked where this group is pulling info from. Right now it's primarily from the former subgroup presentations from the summer. The group is looking to identify gaps and later on group will look at survey.
 - **Strategies** - Group met to discuss pros and cons of various strategies compiled in their spreadsheet. Group is about in middle of process to rank which strategies were best, most effective, and deserve higher priority. Group thinks that they can bring these strategies to larger committee at next meeting. There was discussion within the group of different types of programs and strategies for certain things, like public land, and in terms of feasibility and other factors. Heidi encouraged to keep ideas on the table even if there isn't much of a precedent for them or if they feel pie-in-the-sky. Desirase recommended evaluating what strategies are more near term or far term. The list of strategies so far is pretty comprehensive, but there are possible gaps. Matt drew from stuff on share drive. ///put list in this doc///

Committee Timeline for Work & Process

7:40 p.m.

Desirae pulled up timeline that we decided on during a previous meeting. We are off that schedule, so we will need to decide what to do.

Early work will be data entry in January.

Idea for public event(s) in months afterwards.

Nathanael suggested we take a big picture view and decide when we want to have a finished product. We should work backwards.

Toi expressed the importance of focusing our work on public engagement. Surveys should be in by Feb 1st.

Heidi: what would the product be when we have public engagement?

Toi: we would show our findings in terms of data, surveys, and our recommendations. Then we would get feedback from the public and revise our recommendations accordingly.

Desirae and Heidi brought up idea of thematic stations that people could visit during public event.

Amber: likes idea of working backwards. Would like to integrate work from presentations and public engagements. Shooting for event with themating stations in February?

Toi emphasized the importance of having all this driven by the public. The work of outreach can be done by a smaller group. We need to start thinking about who we will invite to public engagement events. Toi was concerned that world cafe discussion happens within smaller, more insular groups, rather than larger group. Heidi agreed that that was a good point and suggested that it's good to have both smaller and larger group discussions.

Heidi pointed out how city processes typically require public hearings. Multiple sessions and formats are good.

Ashley seconded Heidi's idea that we will need multiple sessions and formats are good.

General consensus toward having meetings in February (maybe March) and at various possible locations.

Mike doesn't feel that our timeline is super clear, but feels that data synthesis and strategies subgroups can give us a solid grounding in time for preparing for events. Mike prefers starting outreach events in March.

Toi feels that we are already largely where we need to be and prefers starting in February.

Nathanael suggested that public outreach subgroup to a lot of the legwork. Nathanael recommends that public outreach group meet first week or so of January before next committee meeting.

August 21, 2018

Amber recommends entertaining one meeting date and then outreach subgroup would hash out further details.

Matt brought up that Jim is tasked with project management, and that Jim should be engaged in facilitating communication between groups.

Desirae notes that there is overlap between the outreach group and the other subgroups that when the outreach group meets it would be sensitive to the needs of the other groups.

Nathanael can coordinate when outreach group meets next.

Zoning Text Amendment Re: Occupancy Cap

8:20 p.m.

Subgroup has been formally tasked with considering this amendment. It seems that strategy group would be the most natural group to look at this item.

Heidi volunteered to look at the zoning code and parse it out in more intelligible terms and share with committee.

Nathanael noted that zoning is something that we should be giving more attention. There has been discussion by some whether the amendment would be better citywide than in just CN zones.

Desirae pointed out that the packet on this pointed out that our subgroup would be good to address this because public engagement is part of our process.

Subgroup Check-Ins

8:30 p.m.

When to meet next?

Jan 3 - Outreach meeting - cast as wide a net as possible and invite entire committee to come, reserve room

Jan 10 - Committee meeting

Feb 6 - Committee meeting

Public Comment

8:50 p.m.

Rod - Greg Pratt helped organize a meeting with the Democratic Socialists and there were 60+ people. Lots of people are energized.

Housing Affordability & Accessibility Committee Meeting Summary
November 7, 2018

In attendance:

Amber Fellows	Heidi Jugenitz	Nathanael Romero
Ashley Fox	Jim Scarletta	Richard Murphy
Cheranissa Roach	Matt Dunwoodie	Toi Dennis
Desiraé Simmons	Mike Auerbach	

Administrative Matters:

- Facilitation will be on a rotating basis, with Desiraé facilitating the next meeting.
- Heidi will prepare the Agendas, and anyone that wants to add an agenda item to the next meeting's agenda will email her directly.
- Jim will take minutes and circulate to the group *via* email for feedback, corrections, etc.
- All future meetings will take place in the basement of the Riverside Arts Center. If the basement isn't available, we will meet in the garage.

Public Engagement:

- It was noted that the Public Engagement Group met again to finalize the survey, and that the survey has been live and completed by 54 people thus far.
- The paper survey has also been drafted, and Heidi procured a dozen or so boxes to be set up around town.
- There was a fair amount of input about where the surveys and boxes should be located, and the Public Engagement Group is going to finalize that process.
- Toi and Desiraé both indicated that they wanted to participate in the Public Engagement Group.
- The address for City Hall will be included on the survey so that participants can return it there if they take it with them, and the link to the online survey will be posted on the outside of the survey boxes.
- Various ideas were suggested regarding obtaining email lists for neighborhood groups, exploring Facebook pages for neighborhood groups, etc. Heidi is going to create a space on the shared drive for everyone to list out where they have targeted the online survey so that we aren't duplicating our efforts.
- The 1st week of December was suggested as a time to review where we are at with survey responses, and redirect targeting if necessary.
- Heidi requested that members email her with the number of surveys they think they will need for a given location so that she can prepare the materials.
- There was a conversation about including additional demographic questions, and the consensus of the group seemed to be that race, gender, and income should be asked about explicitly. The Public Engagement Group was going to discuss and finalize.

- It was also noted that all of the survey data would need to be compiled and analyzed. It was suggested that perhaps Group 1 could lead that process.
- There also seemed to be a consensus that there should be some opportunity for public input on the recommendations, and nobody seemed concerned about doing that in the winter (after the 1st of the year).

Groups 1 &3:

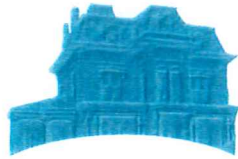
- Group 1 is focusing on finalizing the data, and discussing strategy for compiling that survey data.
- Group 3 is going to meet again soon and start to narrow the list of recommendations. It was noted that the survey data serve a critical role in deciding which options to keep and which items to discard.

Final Product:

- The committee was asked to consider what each member thinks would be a reasonable final work product, given the time restraints.
- We didn't have a schedule available to review prior time commitments, but it was generally agreed that we had hoped to wrap up in the early part of 2019.
- February was suggested as a target date for holding a public input forum on potential housing affordability and accessibility solutions (with a presentation by Group 3 to the broader committee slated for January).

Group Work:

- Group work began at approximately 8:30 p.m.



HISTORIC GILBERT
NEIGHBORHOOD ASSOCIATION

November 26, 2018

City of Ypsilanti Mayor, Council, City Manager, and Planning Commission
1 S. Huron Street
Ypsilanti, MI 48197

Dear Sirs and Madams:

The Historic Gilbert Neighborhood Association has recently been formed to address issues in our area (Cross Street from Prospect to River, Prospect from Locust to Cross), N. Grove, N. Park, Locust, and High Streets. The organization's members include an overwhelming majority of the property owners on Grove, Park, High and Locust.

Our current issue is the proposed development of the 220 N. Park property. We feel that the administrators and elected officials of the City of Ypsilanti have not responded to the concerns of this community. We as a group feel strongly that the development proposed for the 220 N. Park property has been conceived to create economic benefit for the developer and the City as a whole, regardless of the costs that will be incurred by those of us who live in the primary impact zone.

Please understand that we do not oppose the development of this property. However, it is imperative that consideration be given to the impact on the surrounding neighborhood and that proper procedures be followed in advancing this project, thus protecting the integrity of our neighborhood.

During the city council meeting on December 14, 2017, it was stated that the developer will schedule a community meeting prior to the Planning Commission hearing. We expect this meeting to take place and we are prepared to express the following concerns:

1. **WATER AND SEWER SYSTEMS.** A Professional Engineer must do a proper and complete analysis, subject to all jurisdictional and public scrutiny, of the Water and Sewer systems to ensure that this antiquated system will sustain the increased demands.
2. **STORM WATER CONTROL.** A Professional Engineer must do a complete Storm water analysis to ensure that all extra storm water generated by the increases in imperviousness are contained and controlled onsite. In addition, the existing storm water system should be evaluated to ensure that it has adequate integrity to receive the additional runoff from this development.
3. **RAILROAD PROXIMITY.** A study must be done to ensure that there will be no adverse affects on the development from the proximity to the railroad. In addition the railroad should sign off on the existence of this development along their ROW.

4. **ONSITE AND OFFSITE TRAFFIC.** A Registered Professional Traffic Engineer must do a proper and complete traffic flow analysis, subject to jurisdictional and public scrutiny, of the development and the surrounding street systems to ensure that this development will have no adverse affects, within reason, on the surrounding neighborhood. This study must also include an evaluation and control of the ingress and egress required for the extensive construction traffic that will result. Efficient and timely access by police and fire vehicles should also be addressed.

Since both Park and Grove Street are now dead ends, discussion needs to occur as to how residents and the developer will communicate about traffic and parking demands during the construction.

5. **DAMAGE TO ROADS.** A regulatory system must be in place to ensure that the adjacent streets are protected from damage and kept clean during the construction phase and that any resulting damage is repaired by the developer in a proper and timely manner.
6. **PARKING.** Parking for this development should be contained completely onsite. Each unit should be provided with no less than 1.5 parking spaces to accommodate residents and guests. Preferably 2 spaces, including ADA spaces should be provided as a convenience to residents for parties, etc. The parking areas west of Park Street and south of the Museum are already in use to accommodate parking needed for the various Depot town restaurants and other activities and cannot be diverted for other uses.
7. **COMPLEMENTARY INTEGRATION INTO SURROUNDING NEIGHBORHOOD.** Lot size, setbacks, location of garages and driveways should reflect the adjacent neighborhood.
8. **DENSITY.** The proposed density (25-55 residential units) is too high and would have a strongly negative impact on the infrastructure and complementary integration issues listed above. Also, the current zoning was developed before Grove and Park Streets were closed. Zoning should have been reviewed as part of the closing of the streets. We believe the number of residential units in this development should not exceed 20.

The City of Ypsilanti and we as a neighborhood are entitled to these guarantees. The developer should pay for all necessary analyses. If something goes wrong, the developer and their development team should be the sole source of reparations.

We look forward to continued dialogue regarding this matter. Communications to the HGNA can be directed to Mary Ellen Hagenauer, mehagenauer@gmail.com. Thank you for your consideration of our concerns.

Sincerely,

The Historic Gilbert Neighborhood Association

Historic Gilbert Neighborhood Association
November 18, 2018

<u>Name</u>	<u>Address</u>
1. Jill Dieterle	321 High St.
2. Eric Buckhave	321 High St.
3. Frank Hillis	412 High St.
4. Carrie Hillis	412 High St.
5. Amby Wilbanks	315 High St.
6. Theresa Maddix	214 N. Grove St.
7. Tyler Weston	302 N. Grove St.
8. Stephanie Weston	302 N. Grove St.
9. Hugh Kennedy	316 N. Grove St.
10. Dory Ulanoff	316 N. Grove St.
11. George Hagenauer	309 N. Grove St.
12. Mary Ellen Hagenauer	309 N. Grove St.
13. Joe Mattimoe	301 N. Grove St.
14. Peg Dufresne	227 N. Grove St.
15. Rick Katon	227 N. Grove St.
16. Gertjan Vriend	227 N. Grove St.
17. Ariana Bancu	227 N. Grove St.
18. Talya Lorenze	315 N. Grove St.
19. Marcus Greatens	315 N. Grove St.
20. Sharon Johnson	310 N. Grove St.
21. Roderick Johnson	310 N. Grove St.
22. John Stewart	230 N. Grove St.
23. Roselyn Myers	306 N. Grove St.
24. Phil Myers	306 N. Grove St.
25. James Mitchell	410 Locust St.
26. Pat de Boer	309 N. Park St.
27. Sara Anderson	309 N. Park St.
28. Gabe Anderson	309 N. Park St.
29. Amy Probst	318 N. Park St.
30. Alexandra Sarkozy	314 N. Park St.
31. Sue Brokaw	306 E. Cross St.
32. Amy Marzulla	313 E. Cross St.
33. Chris Folts	313 E. Cross St.
34. Gary Clark	309 E. Cross St.
35. Glenn Sard	309 E. Cross St.
36. Michael Newberry	328 E. Cross St.
37. Scotty James	401 E. Cross St.
38. Mary Seelhorst	310 E. Cross St.
39. Tyrone Coleman	212 E. Cross St.
40. Sandra Coleman	212 E. Cross St.
41. Thomas Tiplady	213 E. Cross St.
42. Mary Gentry	213 E. Cross St.
43. Mark Fisher	402 E. Cross St.
44. Julie Fisher	402 E. Cross St.
45. Sarah Roland	315 N Prospect St.

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

UPDATED 12-14-18

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

- November 14, 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

- 9 Casler: Serious Sober Living
Public Hearing: Rezoning Request

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

- Annual Report
- 2019 Schedule of Meetings
- Reappointment of Members to the Non-Motorized Transportation Committee
- Public Kiosks

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
November 14, 2018
CITY COUNCIL CHAMBERS
7:00 P.M.**

I. CALL TO ORDER

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

II. ROLL CALL

Present: M. Dunwoodie, J. Donnelly, M. Simmons, T. Dennis, J. McGadney
H. Jugenitz

Absent: J. Talaga (Excused) P. Hollifield (excused)

Staff: Bonnie Wessler, City Planner
Nan Schuette, Executive Secretary

III. APPROVAL OF MINUTES

Commissioner Jugenitz moved to approve the minutes of October 17, 2018 (Support: M. Simmons) and the motion carried unanimously.

IV. AUDIENCE PARTICIPATION

Amber Fellows, Vice-Chair, Human Relations Commission, was in attendance representing the Human Relations Committee to discuss “flyer-ing”. While she realizes that City Council is the only body that can make a decision on this, she is asking that the Planning Commission support looking at the possibility of installing 4 public kiosks in Ypsilanti. In 1983, the city put together under a nuisance ordinance, a section about “flyer-ing” to prevent this on public utility poles and public spaces. Since then, they have done some research to see if there are any public kiosks and found that they have an ordinance that doesn’t really function. The community consists of artists, musicians, tutors, etc. and it is her opinion that people need to be able to put out their services and there is no real way for people to participate in noticing. They decided to follow up on this. There is no news outreach in Ypsilanti and it is a huge barrier for people reaching out to others in the community. There is broad community support for this. She is asking that a resolution be added to this agenda or a future agenda giving support prior to them taking it to City Council. She distributed copies of a resolution, in which the Human Relations Commission are asking that Section 42-81 of the Ypsilanti Code of Ordinances be referred to the Planning Commission suggesting the ordinance be lifted until the installation of a minimum of four kiosks to be installed in the city. She also stated that it was her understanding that a grant had been turned down on the proposed skate park and thought it was of interest to the Planning commission. She planned to go before the Parks & Recreation Commission to discuss this.

Commissioner Dennis asked if there was any way to pay for these kiosks and Ms. Fellows responded that this would be up to city council.

Samuel Jones-Darling, Chair Humans Relations Commission, stated that he agreed with the previous speaker and hopes that the Planning Commission will offer some guidance and take this matter up.

Isaac – added that he is excited with this resolution and feels it would be helpful to have everyone work together on a resolution. He is a musician and feels it would be helpful to him to be able to spread the word.

V. PRESENTATION AND PUBLIC HEARING ITEMS

1. 528-530-534 N. Hamilton, The Keg

City Planner Wessler, gave a presentation, stating that the applicant is planning to demolish the small building that was formerly a pizza place and expand the Keg's footprint southward adding quite a bit of parking and do a number of site improvements. They are required to submit for a Special Use Permit since they will be a food store selling alcohol, less than 15,000 sq. ft. which triggers special use permit in this district. Staff has reviewed the application against the conditions of the special land use and has been discussed that in the report, with no issues. There are a few issues with the site plan, primarily about landscaping, that can be surmountable. Planning is recommending conditional approval with two waivers, one with a setback of the parking from the property to the south and one from the street due to the lack of parking on N. Forest with 8 conditions noted in the staff report included in the packet. We do require up to 3 trees be added to the site as part of our off-street landscaping requirements and a 3-4 ft screen at 80% opacity and be done in accordance with our corner clearance guidelines. OHM provided engineering review just received a couple of hours ago – they are recommending denial, with site plan review comments and preliminary detailed engineering review comments.

Commissioner Jugenitz asked for confirmation about bike parking – recommendation to move to the westernmost parking to which Ms. Wessler agreed. Commissioner Dennis asked about the entry off the street – Ms. Wessler stated that the applicant has applied for a variance. Chair Dunwoodie asked Ms. Wessler to give some background information on this request. Ms. Wessler stated that had been tabled and referred to the ZBA - the applicant withdrew application and this is a re-application.

Commissioner Jugenitz moved to open the public portion of the hearing (Support: T. Dennis) and the motion carried.

Jeff Lieb, Attorney, 30445 Northwestern, Joe Novitsky, Architect, Berkley and Tom Tamou, Owner, Sterling Heights were in attendance to represent the owner.

Mr. Lieb stated that Mr. Tamou, who is the owner of the Keg for 15 years, wants to renovate and upgrade. Building has been there at least 80 years as a party store. After

a ZBA decision in May, they ended with a facilitation that was orchestrated by the City Attorney, Dan Duchene. They met with Ms. Wessler and others of staff and agreed to come before ZBA last month and to come here this evening. The ZBA did not have a quorum and there was no meeting held. They understand that this could be approved by the Planning Commission subject by to ZBA approval at their meeting in two weeks. He referred to 23 pages of signatures by neighbors in a petition of supports. All the suggestions made can be accommodated.

Mr. Novitsky stated that with reference to the door on front, they did what was recommended and will be put on the corner. They have no problem with staff recommendations. The bike rack will take up one of the parking spaces. They will facilitate everything that is required.

Mr. Tamou added that he has a perfect spot for a kiosk that was referred to by one of the speakers during audience participation.

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

Chair Dunwoodie stated that there are significant changes from the last time they came before the board. Ms. Wessler added that primarily the design of the façade was a sticking point of the ZBA, which is now improved. Commissioner Jugenitz agreed. Chair Dunwoodie wanted confirmation of the street tree requirement and Ms. Wessler responded that we could grant a waiver for part or all of it – the trees would be in area where there is a lot of street signage. They are showing three trees – might be able to do four trees – could grant waiver for all six trees or some number less than six, it's the discretion of the Planning Commission. Commissioner Jugenitz asked about the number of parking spaces. Chair Dunwoodie stated 20 are proposed and 17 are required. Chair Dunwoodie also discussed screening and said he would be comfortable with that and doesn't see a problem. Commissioner Jugenitz added that she is in favor of the bike parking closer to Huron Street as possible. Chair Dunwoodie also added that with regard to the letter from OHM dated today; the engineering would need to be met as a condition of approval. Chair Dunwoodie stated we need to add a condition that approval would be subject to the requirements of the ZBA. Ms. Wessler also added that we need to add a condition if the ZBA does not grant the variances, it would have to come back before the Planning Commission.

Commissioner Dennis moved that the Planning Commission approve the Special Use Permit for the Party Store Expansion at 534 N. Huron subject to approval of the site plan and the Planning Commission also recommends the approval of the Site Plan for the Party Store Expansion at 534 N. Huron subject to the ZBA review of the variance from the street side setback on the N. Huron frontage and HDC review of the demolition of 530 N. Huron, with the following findings, waivers, and conditions:

Findings:

The applicant is legally eligible to apply for site plan review, and all required information has been provided under Sec 122-311(a).

Waivers:

1. Waiver requested from Sec 122-683(h) due to provision of screening fence and presence of curb & gutter.
2. Waiver requested from Sec122-636, Street Trees, due to lack of available space on W. Forest and for up to three (3) trees on N. Huron.

Conditions:

1. Applicant to combine the three subject parcels.
2. Applicant to provide three (3) trees on-site, or mark existing trees to remain to meet the requirements of Sec122-684(b)(1).
3. Applicant to provide a 3'-4' screen at 80% opacity where the parking lot is visible from ROW, per Sec122(c)(2).
4. Applicant to consider relocating bike parking to south-westernmost vehicle parking space to make bicycle parking more accessible and visible to site visitors, as well as to ensure adequate lighting is available.
5. Applicant to mark a pedestrian walkway in eastern drive and/or to provide signage advising drivers to watch for pedestrians, as a raised walkway cannot be provided at this location.
6. Applicant to modify fence along east side and south sides of property in accordance with visibility standards.
7. Applicant to provide three to four street trees on the N. Huron St side of the property.
8. Applicant to provide more information about the plant material proposed.
9. Applicant needs to meet requirements of OHM letter dated November 14, 2018.
10. If Zoning Board of Appeals does not approve the variances to the site plan, it must come back before the Planning Commission

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

2. Non-Family Occupancy Cap – Text Amendment

City Planner Wessler stated that City Council has the power to ask Planning Commission to do a text amendment. The resolution is included in the packet and the action requested is in the Zoning Ordinance Text Amendment to changing the “three unrelated adults’ requirement”. Per this resolution, Council is requesting this change specifically in the CN and CN-Mid zoning districts, which are centrally located and largely rental. What was discussed were some options – removing occupancy cap or tie it to number of bedrooms; removing the cap entirely for both of these zoning districts.

The requested change refers to the definition of “family.” Which effectively caps the number of unrelated persons who can reside together in a dwelling unit not within the GC, NC, HC, and MD districts at three persons, within those districts this cap is set at 4. This does not limit the size of families who can dwell together. The definition of “family” includes those related by blood, legal action, or by virtue of being a continuing, non-transient domestic unit acting as a single non-profit housekeeping unit. Further it allows for up to two unrelated individuals to reside in the same unit as a family.

Non-family households with more than the threshold number of occupants are de facto considered “group residence.” Group Residences/Roominghouses are permitted by right in the HHS district with up to six residents; 7 or more residents require a special use permit. Group Residents/Roominghouses in the CN district are permitted only by Special Use Permits that have been issued in the city, as well as similar SUPs that predated the current definitions (fraternity/sorority being the most common). Special Use Permits do not expire except in rare cases, such as medical marijuana, and they run with the land, meaning that they stay with the property even if it changes hands or occupancy changes.

This was a contentious discussion during our last Master Plan. Public feedback on this topic is very vociferous. She compared with other areas, i.e. Ann Arbor, Ypsilanti Township and detailed her findings and feels there is not a great answer out there at this time. Staff recommends approval and that we ask the Housing Committee to take up as part of their planning process. We have not received guidance from City Council. There is not any consensus from City Council on one particular issue.

Commissioner Dennis stated that as a member of the Housing Committee, it is her opinion that this is something we should look at since one of our issues is that the Housing Committee doesn't have enough housing stock. Lifting a ban or tie it to the number of bedrooms would allow more people to live together. Commissioner Jugenitz is in favor of changes that are not going to restrict where people can live whether they are a member of a family or not. It is her opinion that the Housing Committee can take up this issue and come back with a recommendation, especially when we have a subgroup that is working on housing. It seems that there is some hesitation on the part of Planning on where to draw the line. Commissioner McGadney asked the pitfalls and wondered why it had not been taken up by Council before now. Ms. Wessler responded that in regard to process, Planning Commission has to make a recommendation and there are many people out there that feel very comfortable with six unrelated people living next door to them and there are others who feel very strongly against it. Chair Dunwoodie asked if there was a specific issue that prompted this discussion and Ms. Wessler responded that she doesn't know if there was a specific issue but it was brought forward by then Councilmember Bashert. Ms. Wessler feels that this is a very polarizing issue.

Commissioner Jugenitz gave some detailed information on how this would be handled in the Housing Committee.

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

Amber Fellows - Housing Committee has broader reach in different parts of the community and more support. The discussion needs more finessing. What she has heard in the past is it is more restrictive in certain areas. It seems to be more concentrated where renters are and more of a segregating issue and she would be happy to see more relaxation in places like Normal Park, College Heights, Depot Town, etc. If we are going to do it in one area, we should do it in every area.

Samuel Jones-Darling - He feels that this should be taken seriously. We could end up in the situation that Ann Arbor is now where this has become a matter of gentrification which will literally force certain populations of students into a certain area of the city. He is concerned about that since Ypsilanti has a number of larger property management property owners that own a large number of properties and that are rental usage and we could end up with a rent-a-room style where we need family housing and the landlords would not want that because they would make more money by renting out rooms instead of renting to a family. We would end up forcing families to move to the Township losing our core of the city because landlords would be more interested in making a profit. He hopes that when it comes back to the Planning Commission that we look at that aspect of the process.

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

Commissioner Simmons asked if they are expecting a turn-around time on this. He feels that it should go to the Housing Committee first. Ms. Wessler responded that she doesn't know what timelines council has in mind – all timelines are fungible and if the applicant is fine with the progress, there should not be any problems.

Chair Dunwoodie asked Commissioner Jugenitz if the Housing Committee has time and is comfortable with addressing this with their remaining responsibilities and she responded that she sees this as consistent with their responsibilities but not sure of the of time and resources they are going to have. If the committee does not have appropriate resources to take on both of them, she would still ask them to consider weighing in on a statement or opinion on this and then it would come back to this commission to decide whether or not they wanted to accept that recommendation

Commissioner Dennis moved to table and refer it to Housing Committee and then take it back upon submission or conclusion of Housing Committee (Support: H. Jugenitz). A roll call vote was taken and carried unanimously.

Chair Dunwoodie asked staff about definition of family as it related to safety of the community and Ms. Wessler responded that people can't be safe unless they have a roof over their heads. There is also the perception that there are safety issues at all levels.

VI. OLD BUSINESS

1. 307 N River – Site Plan Review.

This item will be going to Zoning Board of Appeals on November 28th.

2. Medical Marijuana Provisioning Centers: Increase in buffer

No update on this item. Waiting for direction from Council. Probably not any real changes until 2020. Records from voting precincts were pretty high in favor of State recreational proposal.

VII. NEW BUSINESS

Commissioner Dennis likes the idea of having a place where public notices can be posted and would like Planning Commission to look at this. There are issues that we can address – could probably come up with an ordinance, which doesn't cost money

The city doesn't own utility poles and we have no say on what can be done with them. Regarding pricing on kiosks, the signs that we have in our parks, run about \$2500 and kiosks about \$5000 – council controls budget and it would be their decision – Dennis thought maybe some kind of bulletin board on public buildings or maybe some private owners would allow it on their property. Ms. Wessler added there is nothing to prevent private owners to do this and it would be up to city council for a decision on this as far as public buildings are concerned. Commissioner Jugenitz feels it would be within our purview to discuss this issue and would like to wait until we have a complete board to have this conversation within the Planning Commission and members of the public on some kind of accommodation.

Commissioner Simmons says there is a need for more dialog since he has been a victim of not getting public notices and the public not getting their information. Agrees that more dialog is necessary. Commissioner McGadney agrees that we should pursue this.

Chair Dunwoodie stated most of what he has heard he is in agreement with the fact that something needs to happen but we have the contradictory issue that we can't post notices except public kiosks and us not maintaining public kiosks. We should look at this subjectively since we do not have the power to change the nuisance ordinance nor do we have the power to affect how it is enforced – these are issue that are under City Council and City Manager respectively, not to say that we cannot do something, but more what it would look like.

Ms. Wessler agreed that we have previously discussed private signs – this would be a different item – a public kiosk to put on public land but is not something under the purview of zoning but more in the realm of traffic signs. She also added that we recently took on a new staff member in Community Development Manager, Christopher Jacobs. We have tasked him to work on an improved public participation policy. She is not sure if it will go to Planning Commission first or Council first. It talks about some enhanced ways of getting people advised of public process, different kinds of mailings, etc. She suggested that we keep the kiosk issue in mind and consider it a more holistic approach to public participation – could be included a Capital Improvement Plan coming before Planning Commission.

Commissioner Dennis stated that we should support the HRC because it does affect our public notices and we should support them in a formal manner and come up with a resolution, etc. as opposed to something informal. City Council works for the residents and for the Planning Commission. Chair Dunwoodie agreed that Council works for us as residents, but not as Planning Commission. Commissioner McGadney asked if it is out of our purview to ask Council to take something up. Commissioner Simmons agreed that if someone brings something to our commission, we need to talk about it. Ms. Wessler responded to Commissioner McGadney's question stating that at a certain level, we have to consider the express ordinance request by the will of the people and Council is the agent of change, so - if the will of the people changes, then it is incumbent upon council to act. The ordinance provides the rights and responsibilities

of duties of both Planning and HRC. The way the ordinance works is that the HRC reports to Council and the Planning Commission reports to Council. There is no provision for dialog for the two groups to team up and provide information to council unless they have been asked to provide information. Since the HRC has already submitted a request to Council, it would be challenging for Planning Commission to submit the same thing to council without having been asked by council for its opinion. There is not a physical way for kiosks to be erected in the city before April. She would urge Planning Commission if they feel so moved as to recommend something to council, it would be to examine and improve public participation in the city. She will check with Christopher Jacobs to see where he is on a draft on public participation.

Samuel Jones-Darling – one of Planning Commission's responsibilities is to advocate use of the Master Plan. He feels that it is important for Planning Commission to pick this up - he referred to the resolution 2018-003 by the HRC referring this to the Planning Commission.

Amber Fellows – wants more Commission support for when it goes to Council. It is her opinion that Planning Commission can do this. Stated displeasure with staff's advice regarding the role of the Planning Commission.

It was agreed that this could be added to New Business for next month's agenda for further discussion.

VIII. FUTURE BUSINESS DISCUSSION/UPDATES

Couple of items in December.

IX. COMMITTEE REPORTS

1. Non-motorized Committee Report

No committee report available.

2. Master Plan – Housing Affordability/ Access subcommittee report

Commissioner Jugenitz stated that the group had met and were focused on public engagement process on surveys. Their next meeting will be December 5th.

3. RFP

Ms. Wessler stated that staff did put an RFP for a Master Plan update and Sustainability Plan all on one. A lot of our plans are being updated.

X. ADJOURNMENT

Since there was no further business, Commissioner Dennis moved to adjourn the meeting (Support: J. Donnelly) and the motion carried unanimously. The meeting adjourned at 9:10 pm.



City of Ypsilanti
Community & Economic Development Department

December 2018

**Staff Review of Rezoning Application
Serious Sober Living
9 Casler**

GENERAL INFORMATION

Applicant:	Kirk Winnega
Project:	Serious Sober Living
Application Date:	October 26, 2018
Location:	North-east of Spring/Harriet and Huron intersection, near intersection of Casler and Bell
Zoning:	Core Neighborhood Mid
Master Plan:	Central Neighborhood
Action Requested:	Rezone parcel to CN, Core Neighborhood
Staff Recommendation:	Denial

PROJECT AND SITE DESCRIPTION

A rezoning is requested for parcel #11-11-39-403-001. The parcel is 0.19 acres with an existing single-family home on site. The property is currently zoned CN-Mid, as are the other properties fronting onto Casler. The property owner wishes to have the parcel rezoned to Core Neighborhood. No variances or special uses have been approved for the property.

Figure 1: Subject Site Location & Zoning

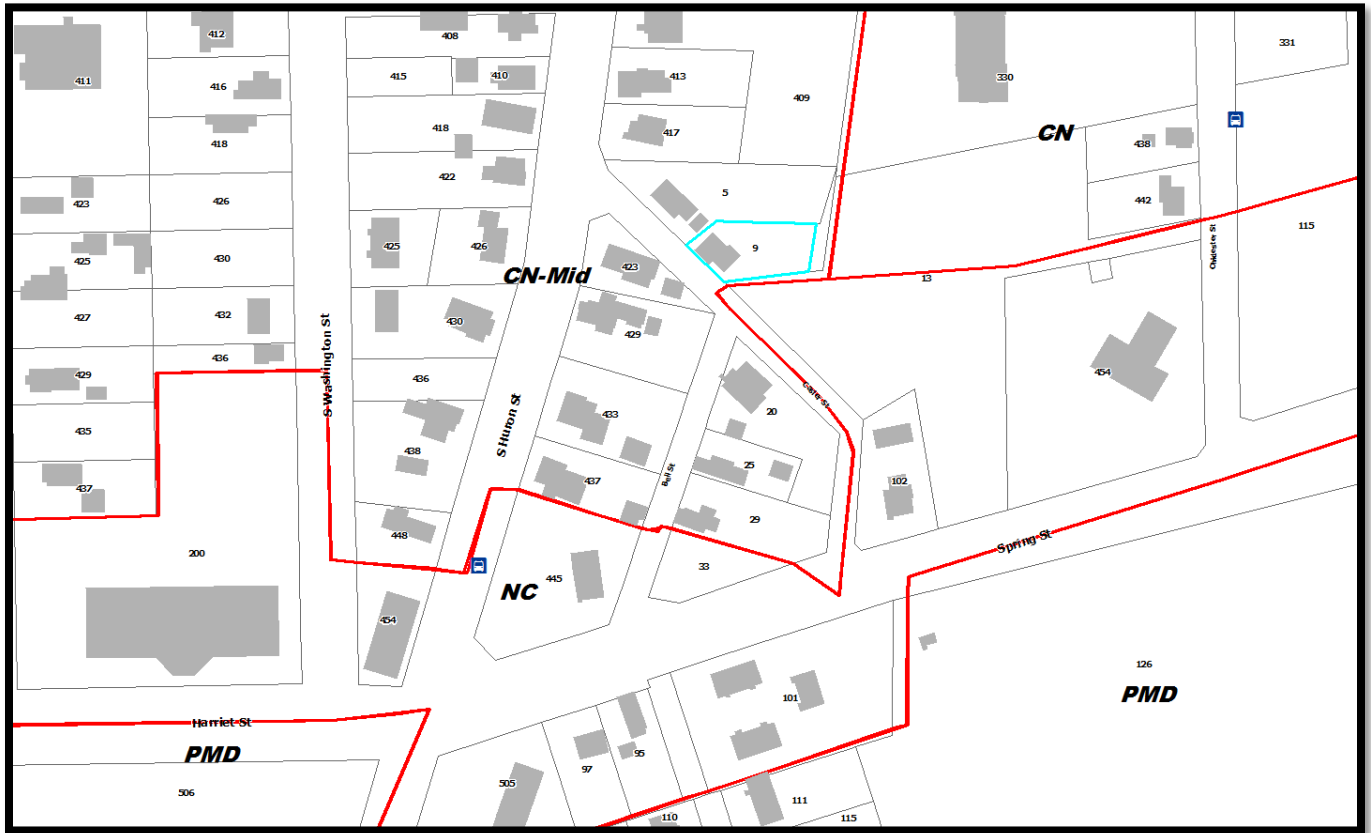
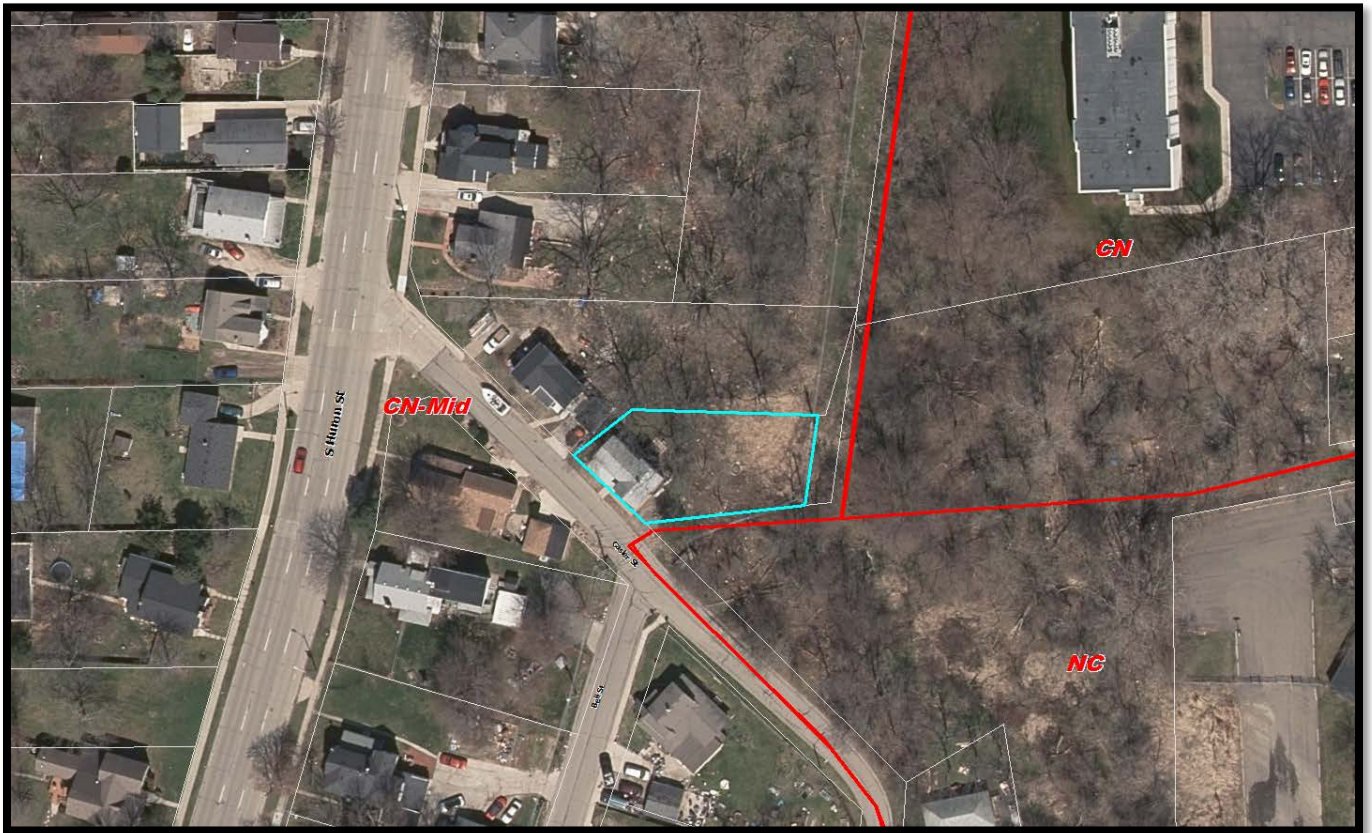


Figure 2: Site Aerial (2015)

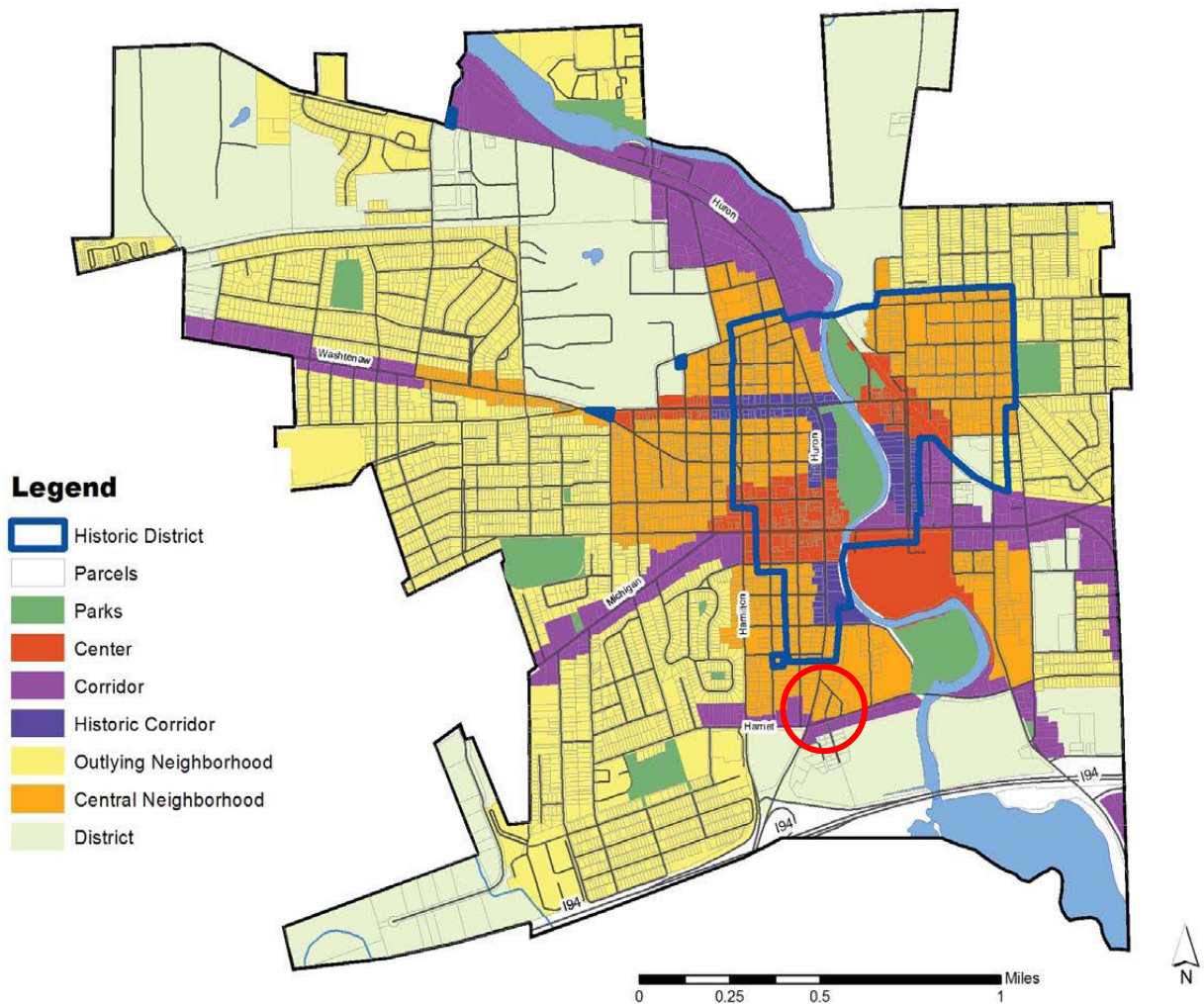


MASTER PLAN

The subject property is within the “Central Neighborhood” future land use. These neighborhoods are some of the oldest in Ypsilanti. Initially oriented on the Huron River, they are built on a grid street network connected to the adjacent business districts. They border Downtown, Depot Town and EMU. These neighborhoods have a range of residential building types, with churches, schools, stores and gas stations intermixed. Around the railroad, industrial uses are mixed into the neighborhood. The Master Plan states: “Under this plan, the mix of uses will follow the pattern of current zoning. ... When developing the form-based code zoning, the building types, uses and setbacks will be calibrated to preserve the character of these neighborhoods.” (p 30)

Note that the Core Neighborhood future land use map designation encompasses the current zoning designation of Core Neighborhood, Core Neighborhood-Mid, and Core Neighborhood – Single Family.

Figure 3: Future Land Use Designations



EXISTING LAND USE AND ZONING

Figure 4: Surrounding Land Use and Zoning

	LAND USE	ZONING
NORTH	Mix of single- and multi-family properties	CN-Mid
EAST	(hill) vacant land; apartment building, church	CN (north, apartment complex) NC (south, church)
SOUTH	Mostly single-family homes, some multi gas station	CN-Mid NC (gas station)
WEST	Mostly single-family homes, some multi	CN-Mid

Figure 5: Surrounding Land Use and Zoning



REZONING IMPLICATIONS

INTENT

Core Neighborhood is intended to directly border center districts and have a variety of housing types, ranging from cottages to group living to apartment buildings. This district also affords opportunities for accessibly-placed walkable, neighborhood businesses.

Core Neighborhood Mid generally abuts the Core Neighborhoods, and offers a less dense and less intense residential area with opportunities for accessibly-placed low-intensity walkable, neighborhood businesses. Housing types range from mansions to cottages, with multiple-family and single-family uses. This zoning may also be used as a transition zone between single-family districts and mixed use districts.

Figure 5: Permitted uses in existing and proposed zonings.
Differences are highlighted

<i>P=Principal, A=Accessory, S=Special Land Use, -- = Not Permitted</i>				
USES	CN-MID	CN	NOTES	SPECIFIC REGULATIONS
RESIDENTIAL				
Single-Family Detached Dwelling	P	P		
Single-Family Attached Dwellings	P	P		In "townhome" building type only
Accessory Dwelling Unit	A	A		
Two-family dwelling units	P	P		
Multiple Family Dwellings, maximum of 4 units per building	S	P		
Multiple Family Dwellings, more than 4 units per building	--	S		
Apartments located above ground floor of permitted nonresidential uses	--	P		
Home Occupation	A	A		Section 122-527
Family Child Care Home	A	A	1-6 children	Must be licensed by the state and must comply with the minimum state standards for such facilities.
Group Child Care Home	S	S	6-12 children	Section 122-521
Adult foster care family homes	A	A	1-6 adults, day care and 24 hour care	Must be licensed by the state and must comply with the minimum state standards for such facilities.
Group residence	--	S		Section 122-526
Roominghouse	--	S		
Group living with support staff, not licensed by State of Michigan	--	S	Includes supportive housing, rehabilitation housing or dormitories.	Section 122-548

<i>P=Principal, A=Accessory, S=Special Land Use, -- = Not Permitted</i>				
USES	CN-MID	CN	NOTES	SPECIFIC REGULATIONS
Adult foster care small & group homes, adult congregate facilities	S	S	7 or more adults. Licensed by State of Michigan.	Section 122-511
Adult foster care facilities licensed by a state agency for care and treatment of persons released from or assigned to adult correctional facilities.	--	S		
RECREATION, EDUCATION & PUBLIC ASSEMBLY USES				
Park	P	P		
Indoor recreation	--	A		Section 122-529
Primary & Secondary Schools (public & private)	S	S	Public schools are only subject to State regulations regarding location and construction.	Section 122-545
Post-secondary educational institutions (public & private)	S	S	Public schools are only subject to State regulations regarding location and construction.	Section 122-545
Religious institution	S	S		Section 122-543
Private assembly, including banquet hall	--	S		
Municipal, county, regional, & state service uses	S	S		Section 122-535
Public Art	A	A		
SERVICES				
Bed & Breakfast or Inn	S	S		Section 122-520
Funeral Homes	S	S		
Nursing Homes	S	S		Section 122-536
Medical or Dental Offices, less than 5,000 square feet	S	S		
COMMERCIAL				
Arts & crafts studios	--	S		
Food stores, excluding sale of alcohol, less than 15,000 square feet	S	S		
Farmers' Market	A	A		When accessory to a non-residential use.
Garage Sales	A	A		Section 122-524
RESTAURANTS				
Carry-out and/or delivery restaurant	--	S		
Café or coffee shop	--	S		
AUTO-ORIENTED				
Automobile Filling Station - no repair	S	S		Section 122-516

<i>P=Principal, A=Accessory, S=Special Land Use, -- = Not Permitted</i>				
USES	CN-MID	CN	NOTES	SPECIFIC REGULATIONS
Automobile Share Parking	--	A		
INFRASTRUCTURE				
Essential Services	P	P		Section 122-523
Communication Devices	A	A		Article V, Division 3
Alternative Energy	A	A		Section 122-513
GARDENS/COMMUNITY GARDENS				
Community gardens	P	P		Section 122-525
Passive solar building	A	A		Must meet accessory building regulations for building type.
Toolhouses, sheds, and other similar buildings for the storage of domestic supplies	A	A		Must meet accessory building regulations for building type.

Figure 6: Area Regulations

BUILDING TYPE		CN	CN-MID	CN-SF	C	HHS	HC	NC	GC
MA	Mansion	L	L	L	--	--	L	--	--
ES	Estate	P	P	P	--	--	P	P	--
HS	House	P	P	P	--	P	P	P	--
CO	Cottage	P	P	P	--	--	--	--	--
TH	Townhouse	P	P	--	L	--	--	P	--
AH	Apartment House	P	P	--	P	P	P	P	--
CA	Courtyard Apartment	P	--	--	L	--	P	P	P
AB	Apartment Building	P	--	--	L	--	L	P	P
CS	Commercial/Mixed-Use Small	L	--	--	P	--	P	P	P
CM	Commercial/Mixed Use Medium	--	--	--	P	--	P	P	P
CL	Commercial/Mixed Use Large	--	--	--	P	P	--	--	P
SC	Single Story Commercial Building	L	L	L	--	--	L	P	P
LS	Large Single Story Commercial Building	--	--	--	--	P	--	--	P
MB	Multiple Story	--	--	--	P	P	--	--	P
IT	Institutional	P	P	P	P	P	P	P	P

HS HOUSE

Houses are detached, generally single-family dwelling units. They are located on lots that accommodate a primary building with small side yards and relatively large rear or front yards. They generally have one primary entrance.

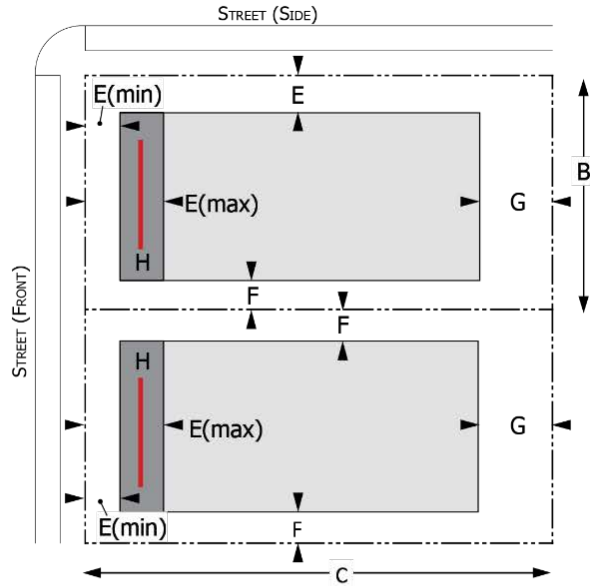
LOT REQUIREMENTS		MIN	MAX
A	Lot size (sf)	4,000	12,000
B	Lot width (ft)	35	80
C	Lot depth (ft)	100	--
D	Lot coverage (%)	--	60
BUILDING ENVELOPE		MIN	MAX
E	Street setback (front or side) (ft)	15 ⁽¹⁾	25
F	Side setback (interior lot line) (ft)	5	--
G	Rear setback (ft)	20	--
H	Frontage buildout (%)	60	80
ACCESSORY BUILDING ENVELOPE		MIN	MAX
I	Street setback (ft)	30	--
J	Side setback (ft)	5	--
K	Rear setback (ft)	5	--
L	Building footprint (sf)	--	800
Note: there is a maximum of two accessory buildings.			
BUILDING HEIGHT		MIN	MAX
M	Principal building (stories)	1	3
N	Accessory structure(s) (ft)	--	15
PARKING LOCATION			
Permitted in the side, street-side, and rear yards.			
PRIVATE FRONTAGES			
Porch or Stoop required.			

(1) Where an existing front yard setback line has been established by existing residential dwellings occupying 50 percent or more of the frontage within the same block on the same side of the street, the depth of the front yard must be within the range so established.

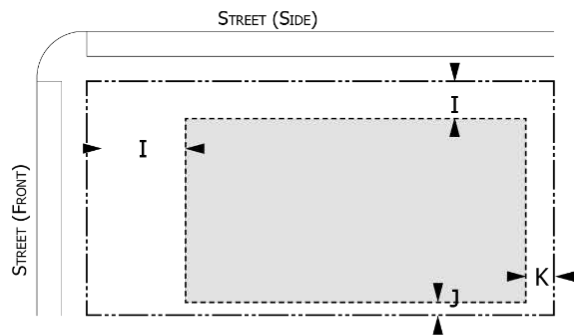


EXAMPLE

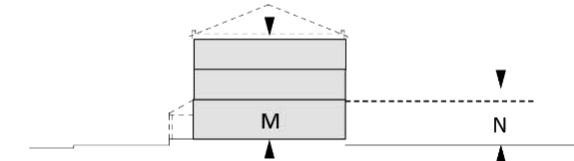
LOT REQUIREMENTS AND BUILDING ENVELOPE



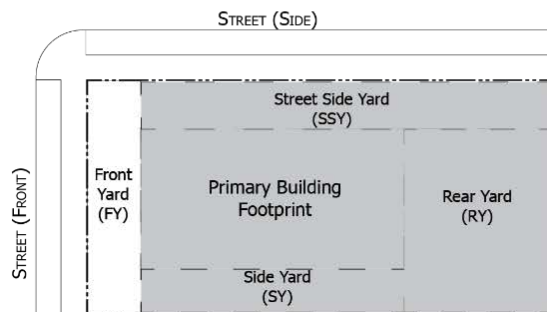
ACCESSORY BUILDING ENVELOPE



BUILDING HEIGHT



PARKING LOCATION



AH APARTMENT HOUSE

Apartment Houses may be buildings converted from single-family detached buildings or built to resemble them that contain two or more dwelling units, with lots that accommodate the parking and outdoor living areas for several dwellings.

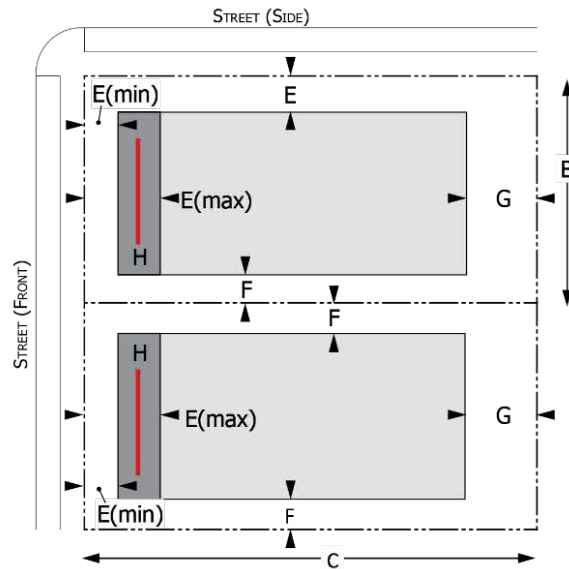
LOT REQUIREMENTS		MIN	MAX
A	Lot size (sf)	4,000	18,000
B	Lot width (ft)	40	120
C	Lot depth (ft)	100	150
D	Lot coverage (%)	--	50
BUILDING ENVELOPE		MIN	MAX
E	Street setback (front or side) (ft)	15 ⁽¹⁾⁽²⁾	25
F	Side setback (interior lot line) (ft)	5	--
G	Rear setback (ft)	20	--
H	Frontage buildout (%)	60	80
ACCESSORY BUILDING ENVELOPE		MIN	MAX
I	Street setback (ft)	30 ⁽¹⁾	--
J	Side setback (ft)	5	--
K	Rear setback (ft)	5	--
L	Building footprint (sf)	--	800
Note: there is a maximum of two accessory buildings.			
BUILDING HEIGHT		MIN	MAX
M	Principal building (stories)	1	3
N	Accessory structure(s) (ft)	--	15
PARKING LOCATION		Permitted in the side, street side, and rear yards.	
PRIVATE FRONTAGES		Porch or Stoop required.	

- (1) Where an existing front yard setback line has been established by existing residential dwellings occupying 50 percent or more of the frontage within the same block on the same side of the street, the depth of the front yard must be within the range so established.
- (2) If located on Washtenaw Avenue, must build no more than ten feet from future right-of-way line as defined in the ReImagine Washtenaw plan.

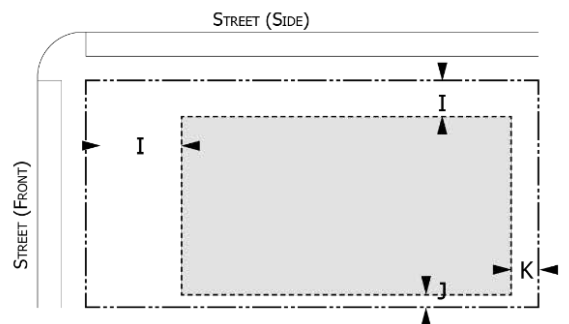


EXAMPLE

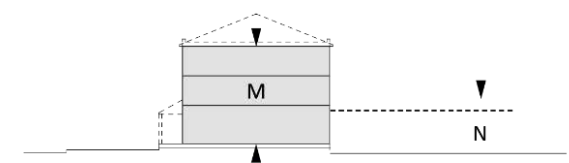
LOT REQUIREMENTS AND BUILDING ENVELOPE



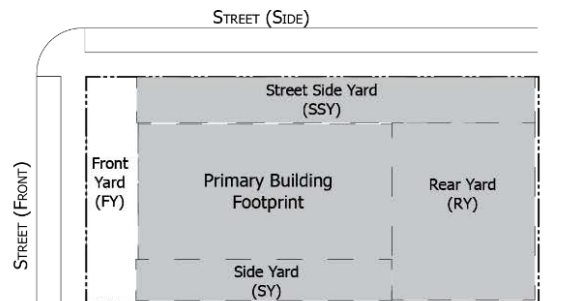
ACCESSORY BUILDING ENVELOPE



BUILDING HEIGHT



PARKING LOCATION



AB APARTMENT BUILDING

Apartment Buildings are generally multiple-story multifamily residential buildings, located on lots that may be as large as a city block and can accommodate two or more buildings and accessory parking, waste disposal, and outdoor living areas.

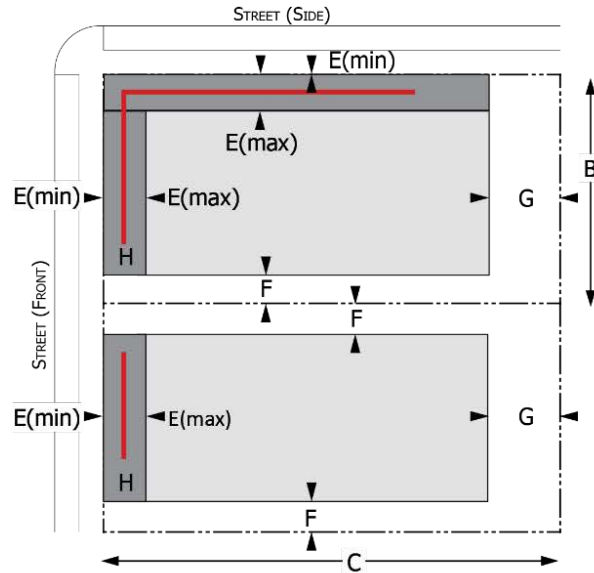
LOT REQUIREMENTS		MIN	MAX
A	Lot size (sf)	4,000	90,000
B	Lot width (ft)	30	300
C	Lot depth (ft)	100	300
D	Lot coverage (%)	--	80
BUILDING ENVELOPE		MIN	MAX
E	Street setback (front or side) (ft)	10 ⁽¹⁾	25 ⁽¹⁾
F	Side setback (interior lot line) (ft)	5	--
G	Rear setback (ft)	15 ⁽²⁾	--
H	Frontage buildout (%)	60	80
ACCESSORY BUILDING ENVELOPE		MIN	MAX
I	Street setback (ft)	30	--
J	Side setback (ft)	10	--
K	Rear setback (ft)	10	--
L	Building footprint (sf)	--	800
BUILDING HEIGHT		MIN	MAX
M	Principal building (stories)	2	6
N	Accessory structure(s) (ft)	--	15
PARKING LOCATION		Permitted in the side and rear yards.	
PRIVATE FRONTAGES		Porch, Stoop, or Forecourt required.	

- (1) If located on Washtenaw Avenue, must build no more than ten feet from future right-of-way line as defined in the ReImagine Washtenaw plan.
(2) When adjacent to existing detached single-family homes, the rear setback shall be a minimum of 25 feet.

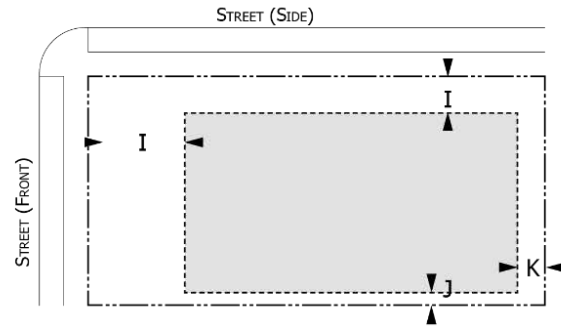


EXAMPLE

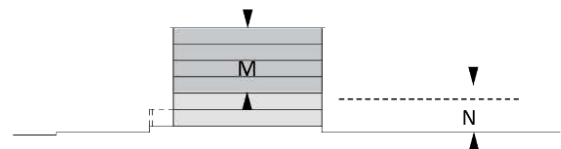
LOT REQUIREMENTS AND BUILDING ENVELOPE



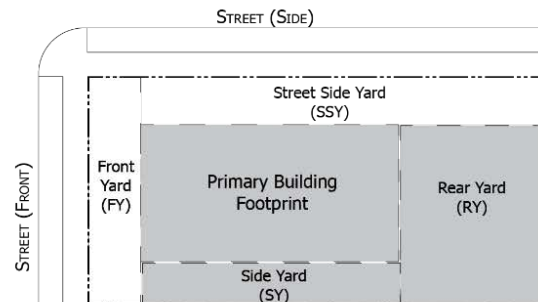
ACCESSORY BUILDING ENVELOPE



BUILDING HEIGHT



PARKING LOCATION



REZONING CONSIDERATIONS

122-362(b)

(b) Zoning Map Amendment. For a change in the Zoning Map, the Planning Commission shall consider and the City Council may consider, whether the proposed rezoning meets the following standards (with staff responses to each):

(1) The rezoning is consistent with the policies, guiding values and City Framework (Future Land Use Map) of the Master Plan, including any subarea or corridor studies. If conditions have changed since the current Master Plan was adopted, the consistency with recent development trends in the area.

The rezoning would not be consistent with the policies, guiding values, and future land use map. Rezoning only this parcel would be inconsistent with the surrounding neighborhood.

(2) The rezoning sustains the site's physical, geological, hydrological and other environmental features with the potential uses allowed in the proposed zoning district.

This rezoning allows for more apartments, including an apartment building. The site is adjacent to a steep slope and near a natural spring; any construction would have to be carefully reviewed and managed.

(3) The property proposed to be re-zoned can accommodate the requirements of the proposed zoning district.

It can.

(4) All the potential uses and building types allowed in the proposed zoning district are compatible with surrounding uses, buildings, and zoning in terms of land suitability, impacts on the environment, impacts on the transportation network, density, nature of use, aesthetics, infrastructure and potential influence on property values.

The intensity of the proposed zoning district does not match the neighborhood on Casler and Bell.

(5) The capacity of City infrastructure and services sufficient to accommodate the uses permitted in the requested district without compromising the health, safety, sustainability and welfare of the City.

The capacity is sufficient.

(6) The rezoning will not be detrimental to the financial stability and economic welfare of the City.

It will not be detrimental.

(7) The rezoning not would negatively impact the condition of any nearby parcels considering existing vacancy rates, current per-square-foot lease or sale rates, and other impacts.

Neighbors have expressed dissatisfaction with the property's current- and proposed- use as a group residence, citing increased traffic and poor management.

(8) The rezoning is consistent with the trend of development in the neighborhood or surrounding area.

The rezoning is not consistent with the neighborhood on Casler and Bell.

(9) The property in question was improperly zoned or classified when this Chapter was adopted or amended.

The property was not improperly zoned.

(10) Where a rezoning is reasonable given the above criteria, a determination shall be made that the requested zoning district is more appropriate than another district or than amending the list of permitted or special land uses within a district.

The most appropriate district for this area is CN-Mid.

STAFF RECOMMENDATION

Staff recommends that the Planning Commission recommend ***denial*** of the rezoning for 9 Casler from Core Neighborhood Mid to Core Neighborhood to City Council with the following findings:

1. The rezoning would not be consistent with the policies, guiding values, and future land use map, as rezoning only this parcel would be inconsistent with the surrounding neighborhood.
2. This rezoning allows for more apartments, including an apartment building. The site is adjacent to a steep slope and near a natural spring; any new construction or expansion would be challenging.
3. The intensity of the proposed zoning district does not match the neighborhood on Casler and Bell.
4. The rezoning is not consistent with the neighborhood on Casler and Bell.
5. This rezoning is not consistent with the trend of development.

Bonnie Wessler
City Planner, Community & Economic Development Division

c.c. File
 Applicant



**City of Ypsilanti
Planning & Development Department**

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



MAP AMENDMENT (REZONING) APPLICATION

Applicant*

Name	Kirk Winneba
Address	[REDACTED]
City	[REDACTED]
Phone	[REDACTED]

*If applicant is not owner of property, a written, notarized statement from the owner authorizing this application must be included.

Property

Name of project	
Serious Sober Living	
Address	
9 Casler	
List all parcel identification numbers included in request:	
11-11-39-403-001	
Current Zoning:	Proposed Zoning:
CN Mid	CN
Circumstances, factors, and other relevant information (may continue on a separate sheet):	
See attachment	

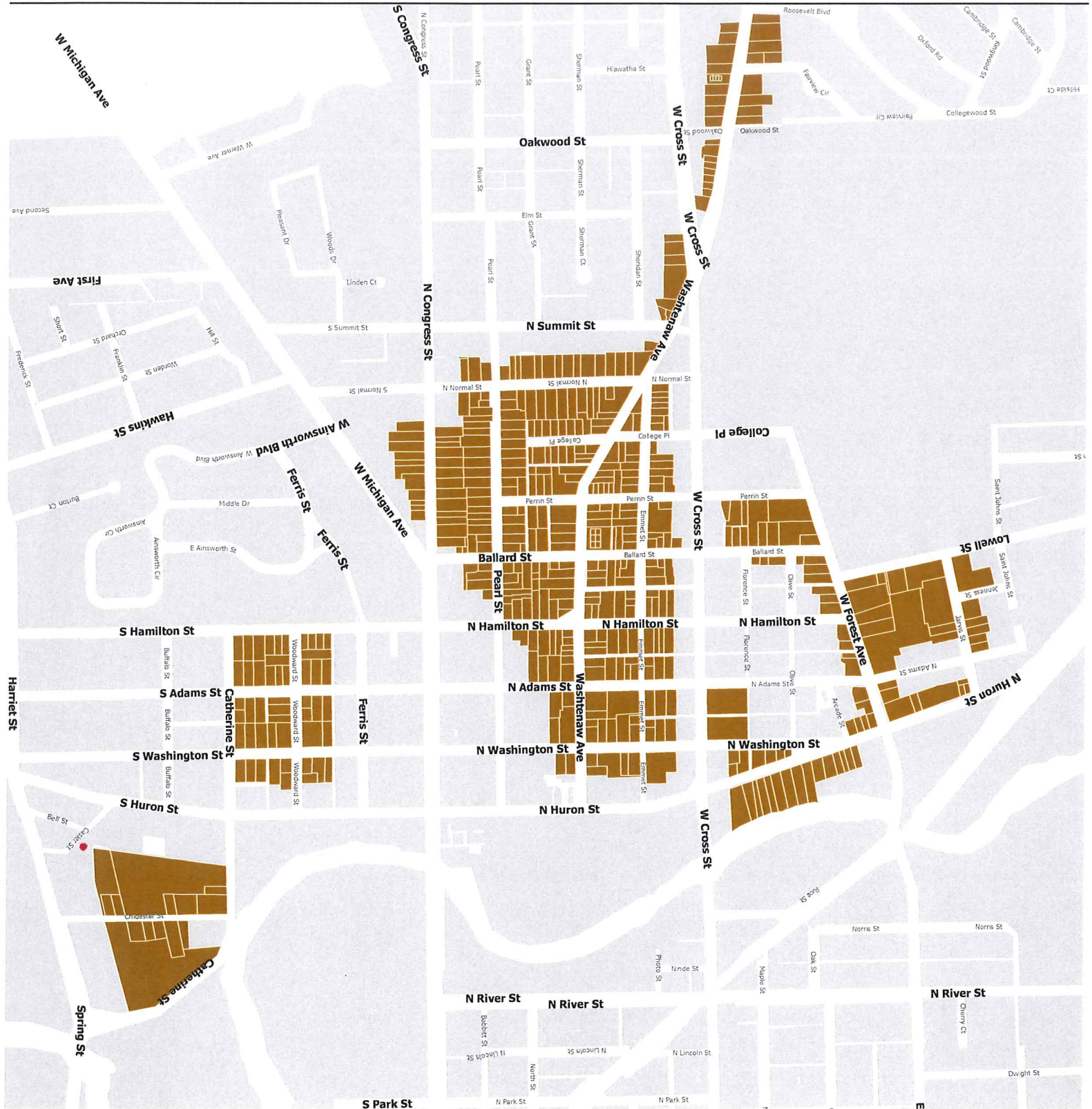
Signature

I hereby attest that the above information is accurate. I am authorized to and grant permission to the City of Ypsilanti staff to	
Signature	[REDACTED]
Print Name:	KIRK A WINNEBA

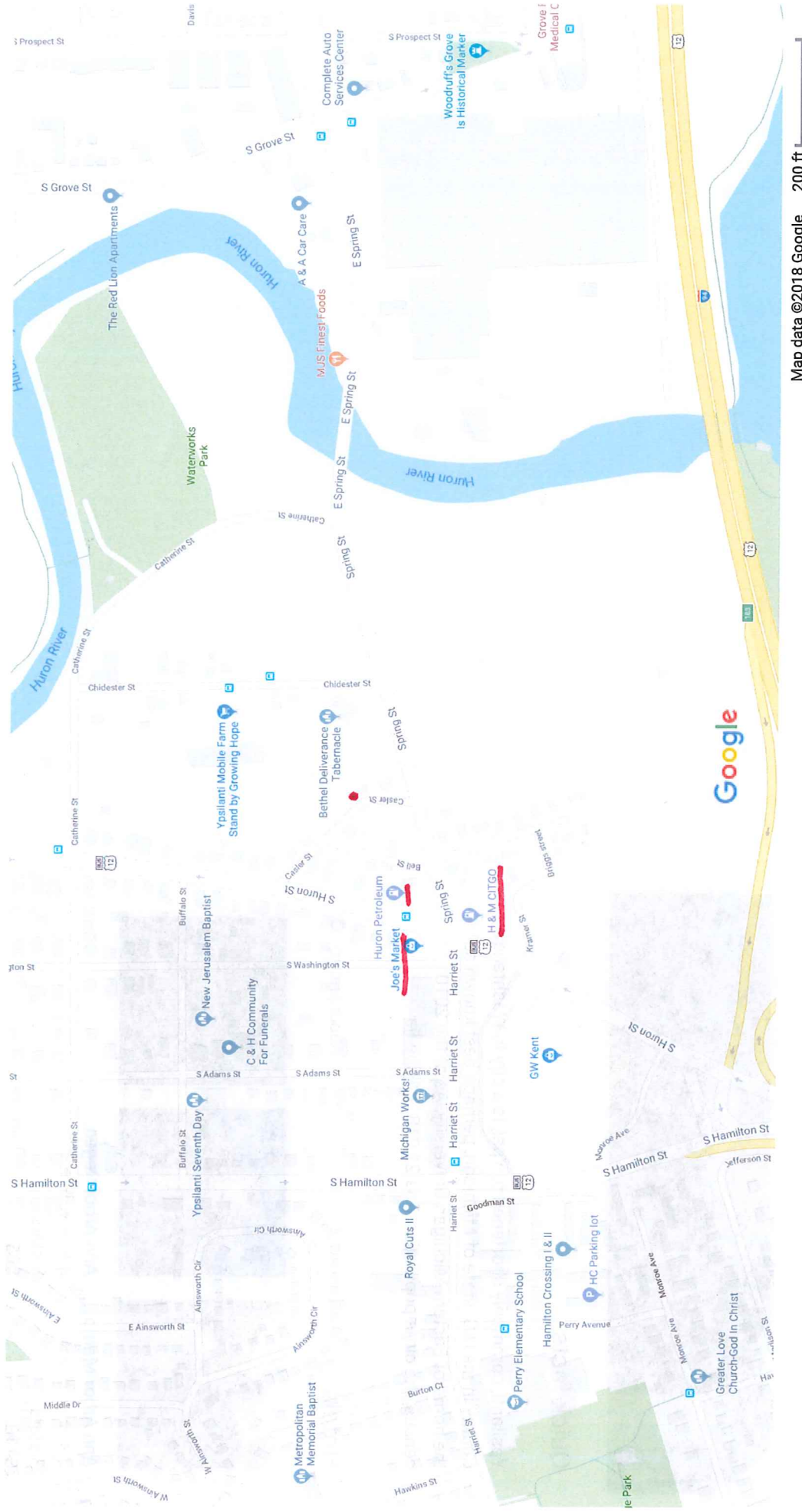
We are seeking your permission to change the zoning on our parcel located at 9 Casler. The parcel is currently zoned CN MID (Exhibit 1 colored red numbers) and we are requesting it be changed to CN. We feel our parcel fits both the model and neighborhood of CN zoning. The parcel is adjacent to the CN boundaries and somewhat of a peninsula (Exhibit 2 red dot). There are no neighbors to the south and only 2 neighbors on this short street. It is within sight of commercial property; gas station/convenience store (Exhibit 3 red underline)

Our property is well maintained and has a large parking area with no street parking needed. Our target clients are students and/or young men transitioning out of the Brighton Hospital of Recovery and Dawn Farm program. There are only 2 occupants to a room. The young men staying at our facility have strict rules to follow: Absolutely no alcohol or drugs on the premises, strict daily curfews, weekly drug testing, no guests, must be employed and/or an enrolled student, and must be active in a recovery program. Any violation of these rules results in an immediate dismissal. Our occupants should be out of the house most of the day either working or attending classes. We offer the following free-of-charge to our occupants: resume writing assistance, air conditioning units in each bedroom, and all utilities.

Our desire is to be a positive influence in the neighborhood by giving young men a structured lifestyle to help facilitate their return to the community. We are working directly with the Ypsilanti courts and have even been able to help local police officers with personal family issues. This house is our personal mission to give back to the community for all our own blessings. It was a home-setting just like the one we are trying to emulate that saved our son's life. He is passionately and actively involved in monitoring this home and ensuring its success. Our goal is not to be a burden on the city of Ypsilanti, but rather be actively involved in its long-term health. We want to continue to work directly with its courts, police, universities, and people. As such, we ask you to please accept our request to re-zone the property to CN to ensure a positive impact for all.







Agenda
Planning Commission

City Hall-Council Chambers, 1 S Huron St
Ypsilanti, MI 48197

VI. Old Business



23 April 2018

**Staff Review of Site Plan Application
Cultivate Coffee & Taphouse
307 N River**

GENERAL INFORMATION

Applicant: Ryan Wallace
Cultivate Coffee and Tap House
307 N River St
Ypsilanti, MI 48198

Project: Cultivate Coffee & Tap House

Application Date: 16 March 2018

Location: Depot Town, on the south-west corner of North River and Photo.

Zoning: C, Center

Action Requested: Approval

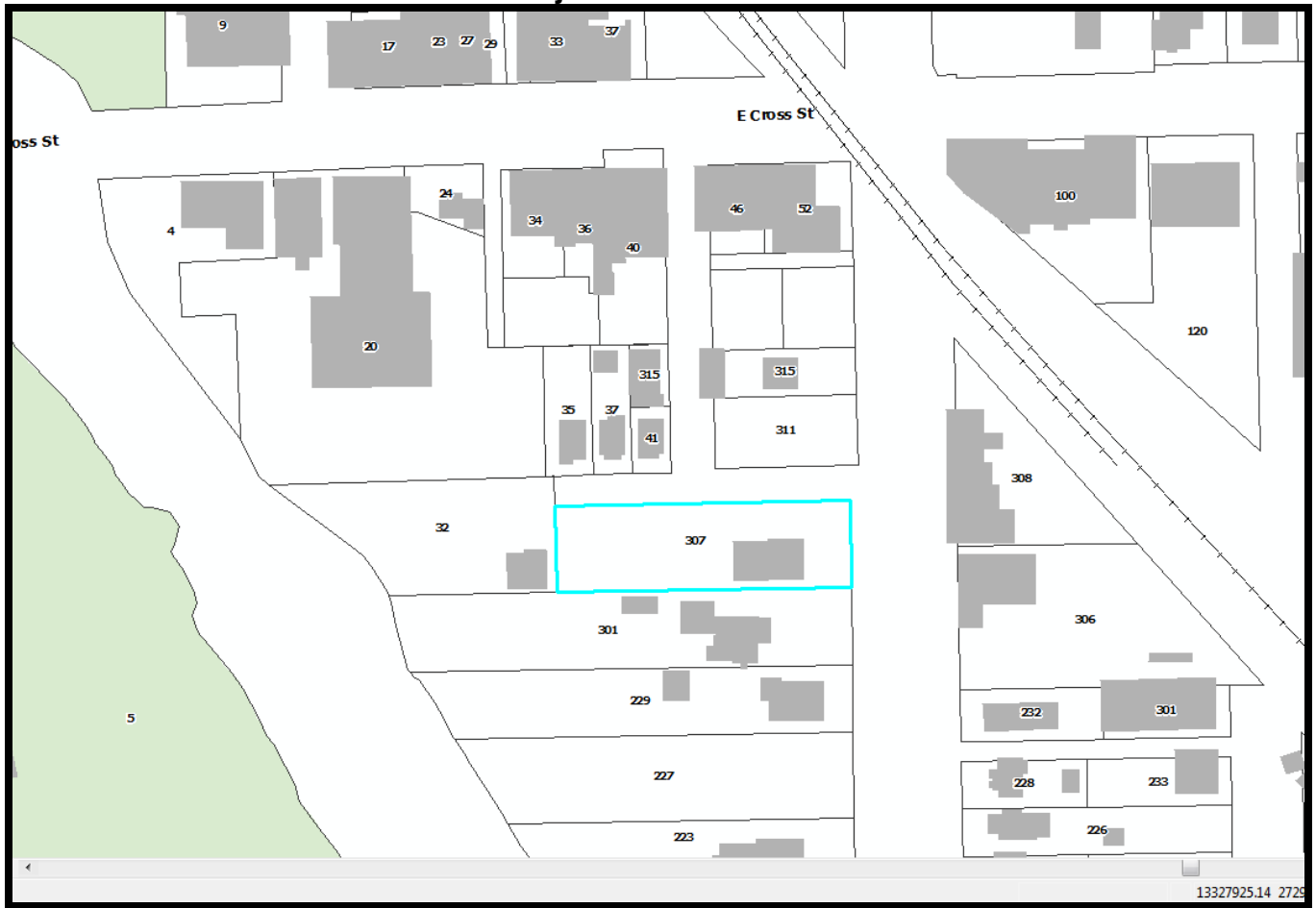
Staff Recommendation: Conditional Approval.

PROJECT AND SITE DESCRIPTION

Cultivate Coffee & Tap House ("Cultivate") is located in the former Ted's Auto Electric, and has been in operation since early 2015. In 2016, they expanded their parking area to the west of the existing parking, and created an outdoor service area to the west of the existing building. This site plan submittal is in furtherance of coming into conformance with the ordinance.

307 N River is zoned **Center**, which allows for bars and restaurants, as well as outdoor cafés, as permitted and accessory uses, respectively. Outdoor cafés are subject to specific standards found in 122-540. There are no parking minimums in the Center district.

Subject Site Location



Site Aerial (2015)



Site Aerial (per Google, 2017)



2011 Google Street View of site



2016 Google Street View of site



Land Use and Zoning of Surrounding Area

	LAND USE	ZONING
NORTH	Single family, parking	Center
EAST	Grocery store, shopping, services	Center
SOUTH	Multifamily residential	Historic Corridor
WEST	Single-family residential	Historic Corridor

SITE PLAN: CRITERIA AND REVIEW

§122-311

STANDING

§122-311(a)

The applicant is legally eligible to apply for 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."

ORDINANCE REFERENCE		REQUIRED	EXISTING CONDITIONS	PROPOSED
C: §122-477	BUILDING TYPE	Determined by lot size	21,700 sf Single story commercial	Unchanged Existing nonconforming building type
LOT: Unchanged.				
BUILDING ENVELOPE AND HEIGHT: Unchanged.				
ACCESSORY BUILDING ENVELOPE, FOOTPRINT, AND HEIGHT: Unchanged.				
	PARKING PROVISIONS	Permitted in the side, street side, and rear yards	Street Side	Expanded street side.
§122-540	USE-SPECIFIC Outdoor cafes, restaurants, seating areas and beer gardens	(a) All outdoor seating areas at grade level must be accessory to business which provides indoor seating or food concession. All storage, preparation and cooking of food and all vending machines shall be within an enclosed building or food concession. (b) The outdoor seating area shall be separated from all parking areas by means of a minimum three-foot high planting, wall, or other architectural feature delineating the space. (c) The outdoor seating area shall not be located within 50 feet of any properties zoned R1, MD, CN, CN-Mid, or CN-SF. (d) All outdoor areas shall be kept clean and void of litter at all times.	No outdoor seating	(a) Met (b) 6' privacy fence proposed (c) Met (d) Applicant to note this requirement on the site plan.

Items to be Addressed: Applicant to note the requirement "all outdoor areas shall be kept clean and void of litter at all times" on site plan.

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."

Building arrangement proposed to continue unchanged. Applicant proposes to extend westward an outdoor seating area/beer garden. As shown, beer garden has minimal accessible area for patrons with mobility disabilities; this is likely to be a challenge when obtaining Building Department approvals. Applicant also proposes extending the parking area westward, in gravel. Both the parking area and the outdoor seating area are set back 23' from the rear property line. The outdoor seating area is set back approximately 4' (varies slightly) from the south/side property line.

The dumpster is located in the street side yard. This is addressed later in this report.

Due to limited space on the north side of the building for parking, should the applicant wish to have parking, applicant may wish to consider relocating the outdoor seating area to the north of the building and the parking to the west.

Items to be Addressed: None.

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."

Access to the site via car is currently done to the small paved parking to the north of the building, adjacent to the roll-up doors. There is bike parking available at the east end of the parking area. Foot traffic can approach from River or from Photo, as the area is highly walkable. However, there is no sidewalk on Photo nor on Ninde. Pedestrians from this direction must walk in the street. Photo generally has light traffic, with the vast majority going to/from the Sidetrack parking area to the north-east or to Cultivate. Note that both Ninde and Photo, while platted as streets, are quite narrow and more closely analogous to alleyways. Photo is less than 30' wide.

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
§122-685 PARKING Dimensions	• 9'x18' minimum, exceptions if adjacent to wall or overhang provided • May have 20% small car (8'x16', signed) • May have 10% motorcycle (5x8', signed)	One signed barrier-free space, approximately seven parking spaces.	Undimensioned. Two barrier-free spaces are proposed near the building entrance; seven in the paved area. No count or dimensions given for parking in the graveled area.
§122-683 Access	5' walkway from parking lot to parks, commercial, transit, walkways, institutions; raised/marked crosswalks within parking lot		Walkway marked towards south of parking area.
Ingress & Egress	• Aligned across ROW, or offset by 25' • >50' from intersection • 20'-30' driveway		Parking aisles have a unique configuration; they are end-on to Photo Street. This places them within 50' from the Ninde Intersection.
Internal Maneuvering	Each driveway providing access to an off-street parking lot containing five or more parking spaces shall be a minimum of ten feet in width. Where a turning radius is necessary, it shall be an arc that allows unobstructed vehicle flow.		Met

Surfacing	All parking and loading facilities and access drives shall be paved with a durable bonded material in accordance with accepted engineering standards, or alternative surfacing materials to minimize impervious surface and stormwater runoff, employ environmental and other best practices, and achieve low impact design, at the discretion of the City Engineer. Use of pervious alternative surfaces is encouraged in proximity to the Huron River and Paint Creek. Paving materials proposed to improve aesthetics may also be considered by the City Planner and the Planning Commission. Alternative surfaces proposed shall be reviewed by the City's consulting engineer.		See engineer's letter. Gravel surface is generally acceptable.
Drainage	All off-street parking and loading areas shall be graded and drained to public storm sewers. As an alternative, if in the opinion of the City's consulting engineer, the soils are of a type which will allow for efficient drainage, the use of drywells, infiltration trenches, swales, bio-retention or other best management practices for controlling urban runoff quality are permitted. No surface water shall be permitted to drain onto adjoining properties, unless there is a common engineered drainage system shared with the adjoining property or an appropriate watershed easement has been obtained. No surface water drainage from an off-street parking lot shall be permitted to drain across a public sidewalk.		See engineering review.

Setback from Street	Parking lot setbacks are designated by the zoning district in which they are located. An allowed exception are circular drives, which may be located in a required minimum front yard or street side yard, provided that such drives shall be designed so that no parking space is located closer than 25 feet to any street right-of-way line.		n/a.
Setback from Adjacent Lot	Parking areas are required to be 10' from any adjacent lot. Planning Commission may waive this requirement in whole or in part with a finding that the lot shares a common access and common parking with the adjoining lot, or that stormwater, landscaping, and other similar concerns have been adequately addressed with other methods.		Met.
Striping	For parking lots containing five or more spaces, all spaces shall be outlined with three-inch wide strips of white or yellow paint, except that barrier-free spaces shall be blue, with a symbol of compliance in blue, and signed in accordance with the State Barrier-Free Code.		Striping not possible in graveled lot. Striping in paved lot proposed to be in conformance.

Wheel Stops	For parking lots containing five or more spaces or accessory to commercial uses, wheel stops or curbing shall be provided for all parking spaces to prevent any vehicle from projecting beyond the parking lot area, bumping any wall or fence, or encroaching upon any landscaping. In all cases where parking lots abut public or private sidewalks, continuous concrete curbing or bumper stops, at least six inches high, shall be placed so that a motor vehicle cannot be driven or parked on, or hang over, any part of any sidewalk.		Wheelstops not provided in paved lot.
Lighting	With the exception of multiple-family dwellings on individual lots containing no more than four units, parking and loading facilities utilized during night-time hours shall be artificially illuminated. All such outdoor lighting shall meet the requirements of §122-609.		No lighting proposed. Streetlights not shown on plan.
Screening & Landscaping (internal)	1 tree per 8 spaces		Two trees required.
	1 landscape island for each 16 spaces		n/a
	Islands w trees: 9' wide min and 160' sf Islands w 5' min walkway: 11' wide min Islands: curbed or used for stormwater		n/a
	All aisle-ends & corners protected w curbed island		Parking aisles unprotected in paved area.
	3' between curb and planting (5' if vehicle overhang)		n/a
Screening & Landscaping (perimeter)	Screened in accordance with 703 if abutting R1, MD, CN, CN-Mid, CN-SF		n/a
	3'-4' screen 80% opacity where visible from ROW		None provided from Photo.

		Landscaped areas, walls, structures, walks- must be protected by curbing		Building walls and pedestrian walkway along building unprotected.
§122-691	Motor spaces			n/a
	Bicycle spaces	1 per 5 motor spaces, minimum of 2		n/a
§122-672	SIDEWALKS	provide a sidewalk or shared-use path This requirement may be modified by the Planning Commission as follows: (2) A fee in lieu of construction may be provided by the development in the amount of 100% of the construction cost, upon a finding that any portion of the perimeter of a lot is included in a transportation project programmed in the City's 5-year Capital Improvement Plan, or with a finding that sidewalk construction at this location is impractical due to lack of connectivity. Any fee paid for this purpose is reserved for non-motorized improvements as a part of the identified transportation project or for path and sidewalk construction throughout the City, respectively. (3) Any easement required for the construction, maintenance, or operation of a modified facility must be included on the site plan at the time the modification is requested.		Construction of a sidewalk along Photo would primarily serve Cultivate's pedestrian traffic from their parking areas. There are, however, four single-family residences along Photo; one commercial building on Ninde, and two apartments on Ninde that may also benefit. Planning Commission may choose to consider a fee-in-lieu.

§122-675	TRAFFIC VISIBILITY	Maintain shrubs/other obstructions lower than 30" and trees/other obstructions higher than 8': At driveway: within a 10'x10' triangle formed by the street ROW line and the edge of the driveway At intersection: within a 25' x 25' triangle formed by an extension of the property lines, as measured from the pavement edges.		The dumpster placement is an extreme challenge to visibility for those exiting the gravel parking area. Applicant must apply for a variance or redesign the gravel parking area entrance.
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Items to be Addressed:

- No count or rough dimensions given for gravel parking area. Applicant to provide.
- Parking lot access is less than 50' from Ninde/Photo intersection. Applicant to revise.
- No lighting is shown on the plan. Applicant to show either site lighting or adequate street lighting.
- Two trees required.
- Parking aisles in paved area are unprotected by islands.
- Parking (both gravel and paved) is not screened from Photo.
- No sidewalk provided along Photo. Planning Commission waiver for fee-in-lieu requested.
- Dumpster is within the visibility triangle for the gravel parking. Applicant to revise entrance to gravel parking.
- Conflicting land use screening is required between the gravel parking and the residential use to the west.

ENGINEERING & STORMWATER

§122-311(f), §122-311(g)

(6) Adequate services and utilities including sanitary sewers shall be available or provided, with sufficient capacity to properly serve the development. Appropriate measures will be taken to ensure that site drainage will not adversely affect adjoining properties or the capacity of the public storm drainage system, or nearby bodies of water. Provisions shall be made to accommodate stormwater and prevent soil erosion. All stormwater management facilities, including but not limited to storm sewers and detention/retention facilities, shall be designed in accordance with the "Rules of the Washtenaw County Water Resources Commissioner," together with any special provisions established by the city.

(7) Natural resources will be protected to the maximum feasible extent. The proposed development will not cause soil erosion or sedimentation problems, and will respect floodways or floodplains on or in the vicinity of the subject property.

See engineer's letter.

Items to be Addressed: None.

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."

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
§122-609 Lighting	• Dark Sky compliant; may be full cutoff where affecting residential uses • not >0.5 fc @ lot line • not >16'in height • not < 0.3 fc		No lighting proposed. Show cut sheets and locations for all proposed site lighting.
§122-608 Refuse Containers	Not located in the front yard or street side yard (waiver available) Maintained in a neat, orderly, and sanitary condition Adequate vehicle access must be provided masonry enclosure 1' taller than dumpster (no less than 6'), in rear yard, 80% opaque swing door	Dumpster in wooden enclosure	Applicant shows a dumpster in the street side yard. Waiver requested as no other location with vehicular access is available, due to unique condition of Photo / Ninde.
§122-631 Landscape plan			None provided.
§122-634 Screening Between Land Uses <i>if conflicting use</i>	visual buffer of at least 80% opacity and 6' height		Required between Cultivate and properties to south and west. Gravel parking lot conflicts with residential use to west, screening must be provided.
§122-636 Street Trees	1 tree per 30' of lineal frontage, centered between sidewalk and back of curb: 80'/30' = 6 trees		River: 3 trees required. One tree present, with extensive canopy. Waiver of one tree requested; applicant to plant one additional tree. Photo: no street trees provided. Applicant requests a waiver.

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
§122-638 Site Landscaping	10%	None	met
§122-640 Exterior Electrical	Screen when visible from any primary visual exposure area	n/a	n/a
§122-632 Landscape Elements	Quality, composition, berms, spacing, species		No landscaping plan provided.
	Credit for existing vegetation		

Items to be Addressed:

- If outdoor lighting proposed, applicant to indicate on site plan and submit cut sheets.
- Waiver requested per 122-608(a) to allow placement of dumpster in street side yard, due to maneuverability challenges.
- Applicant to provide conflicting land use screening between gravel lot and property to west.
- Waiver from street tree requirement for one tree (of two) requested on River; waiver from street tree requirement on Photo for nine trees (of nine) requested.

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."

HISTORIC DISTRICT

All applicable Historic District reviews and approvals must be obtained.

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 Photo and River, as well as street tree plantings.

DISCUSSION

This site has several challenges due to the existing layout of the paved area, the building, and the relationship of each to Photo Street. It may be possible to reconfigure the proposed gravel lot to be angled parking, with an "in" at the current dumpster location and an "out" towards the west; the dumpster could be relocated southward towards the building as part of this reconfiguration. This may allow for off-street parking screening as well as the placement of some street trees. The aisled parking of the paved area as proposed is not an existing nonconformity, as parking prior was perpendicular from the building, but is an improvement over that condition as the vehicles are no longer backing directly into Photo Street. In the short term, it is possible that the site could work with some tweaks to the graveled area as discussed above and with the additional screening to the west. This, however, does not take full advantage of the site nor the building. Were the beer garden located to the north of the building, the overhead doors could be an asset in summer; the area immediately behind the building could be garden; and the bulk of the rear of the site could be parking. Due to the depth of the lot, it is likely that more parking than is currently available (even with the gravel lot) could be placed in the rear; this parking could be laid out with a more limited access to Photo Street, improving safety as well. Either the slight reconfiguration of the graveled lot or a complete overhaul of the site would bring the site into more conformance with the ordinance, improving traffic flows and compatibility with the neighborhood.

STAFF RECOMMENDATIONS: SITE PLAN

Staff recommends the Planning Commission *conditionally approve* the Site Plan for the Cultivate Coffee & Tap House with the following findings, waivers, and conditions:

Findings

1. The application substantially complies with §122-310.

Waivers

- Waiver requested per 122-608(a) to allow placement of dumpster in street side yard, due to maneuverability challenges.
- Waiver from street tree requirement for one tree (of two) requested on River; waiver from street tree requirement on Photo for nine trees (of nine) requested.
- Fee in lieu of provision of sidewalk along Photo is requested by the applicant.

Conditions

- If outdoor lighting proposed, applicant to indicate on site plan and submit cut sheets.
- Applicant to note the requirement “all outdoor areas shall be kept clean and void of litter at all times” on site plan.
- Applicant to address the following issues regarding the graveled parking area:
 - Lack of screening from Photo Street.
 - Lack of lighting. If on-site lighting is to be provided, please show in plan. If public street lighting is sufficient, please document.
 - Dumpster enclosure is within the visibility triangle of the parking lot entrance.
 - Conflicting land use screening is required between the parking area and the property to the west.
 - Provide approximate count of spaces proposed in gravel parking area.
 - Parking lot access is less than 50’ from Ninde/Photo intersection. Applicant to revise.

Bonnie Wessler
City Planner, Community & Economic Development Department

CC File
 Applicant



April 9, 2018

City of Ypsilanti Planning and Development Department
534 North Huron Street
Ypsilanti, Michigan 48197

Attention: Ms. Bonnie Wessler

Regarding: Cultivate Coffee & Tap House
Site Plan Review No. 1
OHM Job No. 0094-18-1030

Dear Ms. Wessler:

The applicant is requesting site plan approval for a proposal from the Cultivate Coffee & Tap House to make improvements to their existing site on North River Street and Photo Street in order to meet city standards. We have reviewed the plans dated February 22, 2018 for compliance with local ordinances and general engineering standards. At this time, we recommend site plan approval contingent on the following comments being addressed:

SITE PLAN REVIEW COMMENTS:

1. The applicant shall add "No Parking" signage to the north side of the existing gravel parking lot near the proposed guardrail.
2. Due to limited space behind the proposed dumpster location, it is recommended that bumper blocks be continued along the western edge of the dumpster enclosure to alleviate potential parking issues behind the enclosure.
3. The applicant shall provide clarification on the 10-inch stub that appears to terminate in front of the proposed dumpster pad location.

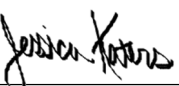
PRELIMINARY DETAILED ENGINEERING REVIEW COMMENTS:

4. The applicant shall provide grades for the handicap-accessible route from the parking lot to the building to ensure ADA compliance.

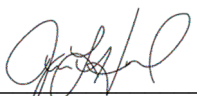
The applicant is advised that review and approval of detailed engineering plans is required prior to the start of construction.

If you have any questions, please contact me at (734) 522-6711.

Sincerely,
OHM Advisors



Jessica Katers, P.E.



Jessica Howard



CC: Stan Kirton, Department of Public Works
Scott Westover, YCUA
File

P:\0000_0100\SITE_YpsilantiCity\2018\0094181030_Cultivate Coffee & Tap House\Site Review\Site #1\Cultivate_SP01.docx

CULTIVATE COFFEE & TAP HOUSE

SITE IMPROVEMENTS

307 N. RIVER STREET
YPSILANTI, MI 48198

OWNER/DEVELOPER

307 PROPERTY LLC | RYAN WALLACE
307 N RIVER ST
YPSILANTI, MI 48198
T: 616.502.3525

ARCHITECT

BOWERS + ASSOCIATES, INC.
2400 S. HURON PARKWAY
ANN ARBOR, MI 48104
T: 734.975.2400
F: 734.975.2410

CIVIL ENGINEER

NOWAK + FRAUS
46777 WOODWARD AVENUE
PONTIAC, MI 48342
T: 248.332.7931
F: 248.332.8257

PROJECT DESCRIPTION

SITE IMPROVEMENTS TO EXISTING PROPERTY
TO BRING UP TO CITY STANDARDS

SHEET INDEX

ARCHITECTURAL

T1.00 TITLE SHEET
SP1.00 SITE PLAN
SP2.00 SITE DETAILS

CIVIL

C1 BOUNDARY / TOPOGRAPHIC SURVEY
C2 PAVING / GRADING PLAN

ABBREVIATIONS:

ABV.	ABOVE
AFF	ABOVE FINISH FLOOR
ADJ.	ADJUSTABLE
AL.	ALUMINUM
ALUM.	ALUMINUM
ANOD.	ANODIZED
ANSI	AMERICAN NATIONAL STANDARDS INSTITUTE
APPROX.	APPROXIMATE
ARCH.	ARCHITECT
BD.	BOARD
BDRM	BEDROOM
B.F.	BARRIER FREE
B.F.	BELOW FINISH FLOOR
BIT	BITUMINOUS
BLDG	BUILDING
BLKG	BLOCKING
B.O.	BOTTOM OF
BOTT.	BOTTOM
BTWN.	BETWEEN
CAB.	CABINET
CJ	CONTROL JOINT
CL.	CLOSET
CLOS.	CLOSET
CLG	CEILING
CMU	CONCRETE MASONRY UNIT
COL.	COLUMN
CONC.	CONCRETE
CONSTR.	CONSTRUCTION
CONIT.	CONTINUOUS
CPT.	CARPET
C.T.	CERAMIC TILE
D.F.	DRINKING FOUNTAIN
DIA.	DIAMETER
DN.	DOWN
DPFG	DAMP PROOFING
DR.	DOOR
DS	DOWNSPROUT
DWG	DRAWING
EA.	EACH
EJ	EXPANSION JOINT
ELECT.	ELECTRICAL
ELEV.	ELEVATION
EQ.	EQUAL
E.W.	EACH WAY
E.W.C.	ELECTRIC WATER COOLER
EXP	EXPOSED
EX	EXISTING
EXT	EXTERIOR
FD	FLOOR DRAIN
FDN	FOUNDATION
FIN.	FINISH
FIXT.	FIXTURE
FLASH.	FLASHING
FLK.	FLOOR
FRP	FIBERGLASS REINFORCED PANEL
FRPFG	FIREPROOFING
FT.	FOOT, FEET
FTG.	FOOTING
GA	GAUGE
GALV	GALVANIZED
GB	GYPSUM BOARD
GFI	GROUND FAULT INTERRUPTER
GL.	GLASS, GLAZING
GYP.	GYPSUM
HD	HARDWOOD
HGT	HEIGHT
HM	HOLLOW METAL
HORIZ.	HORIZONTAL
H.P.	HIGH POINT
IN.	INCHES
INC.	INCLUDE, INCLUDING
INSUL	INSULATION, INSULATED
INT.	INTERIOR
ISOL.	ISOLATION
J.C.	JANITOR'S CLOSET
KIT	KITCHEN
L	LENGTH
LAV.	LAVATORY
LBS.	POUNDS
LLH	LONG LEG HORIZONTAL
LLV	LONG LEG VERTICAL
MANUF.	MANUFACTURER
MAR.	MARBLE
MAS.	MASONRY
MATL.	MATERIAL
MAX.	MAXIMUM

ABBREVIATIONS CONT.:

MECH.	MECHANICAL
MEMB.	MEMBRANE
MET.	METAL
MEZZ.	MEZZANINE
MFR.	MANUFACTURER
MIN.	MINIMUM
MISC.	MISCELLANEOUS
M.O.	MASONRY OPENING
MR	MOISTURE RESISTANT
MTD	MOUNTED
MTL	METAL
NATL	NATIONAL
N.I.C.	NOT IN CONTRACT
NO.	NUMBER
NTS	NOT TO SCALE
O.C.	ON CENTER
O.F.	OVERFLOW
OHDR	OVERHEAD DOOR
OPG	OPENING
OPP.	OPPOSITE
P.E.	PRE-ENGINEERED
PERIM	PERIMETER
PL	PLATE
PLAM.	PLASTIC LAMINATE
PLYWD	PLYWOOD
P.P.T.	PRESERVATIVE PRESSURE TREATED
PR	PAIR
PRE-ENG.	PRE-ENGINEERED
PREFAB	PREFABRICATED
PREFIN	PREFINISHED
PROJ.	PROJECT, PROJECTION
PROP.	PROPOSED/PROPERTY
PRTN	PARTITION
P	PAINT
PT	PORCELAIN TILE
QT	QUARRY TILE
R&S	ROD AND SHELF
R.C.	ROOF CONDUCTOR
R.D.	ROOF DRAIN
REFRIG.	REFRIGERATION, REFRIGERATOR
REINF.	REINFORCED
REINFG	REINFORCING
REQ'D	REQUIRED
RET.	RETARDER
RF	RESILIENT FLOORING
RM.	ROOM
R.T.	RESILIENT TILE
RTNG	RETAINING
S.A.C.	SUSPENDED ACOUSTICAL CEILING
S.A.F.	SPRAY APPLIED FIREPROOFING
S.C.	SEALED CONCRETE
SCHED.	SCHEDULE
SCWD	SOLID CORE WOOD
SH	SHELF
SHW	SHOWER
SHT.	SHEET
SIM	SIMILAR
SPEC.	SPECIFICATION
SQ.	SQUARE
SS	STAINLESS STEEL
STD.	STANDARD
STL.	STEEL
ST. STL.	STAINLESS STEEL
STRUCT.	STRUCTURE
SUPP.	SUPPORT, SUPPORTED
SUSP.	SUSPENDED
SV.	SHEET VINYL
T&G	TONGUE AND GROOVE
TH.	THRESHOLD
TEL	TELEPHONE
THK	THICKNESS, THICK
T.O.	TOP OF
T.O.S.	TOP OF STEEL
TRANSF.	TRANSFORMER
TYP.	TYPICAL
UNO	UNLESS NOTED OTHERWISE
UR	URINAL
V.	VERTICAL
VB	VINYL BASE
VCT	VINYL COMPOSITE TILE
VERT.	VERTICAL
VVC	VINYL WALL COVERING
W.C.	WATER CLOSET
WD	WOOD
W.W.F.	WELDED WIRE FABRIC
W.W.M.	WELDED WIRE MESH



BOWERS+ASSOCIATES

ARCHITECTURE DESIGN

2400 SOUTH HURON PARKWAY • ANN ARBOR, MI 48104
P: 734.975.2400 • F: 734.975.2410
WWW.BOWERSARCH.COM

CONSULTANT + NAME

PROJECT + INFORMATION

CULTIVATE
COFFEE & TAP HOUSE

307 N RIVER ST
YPSILANTI, MI 48198

PROJECT + NUMBER

17-306

ISSUE + DATE

03 NOV 2017
26 JAN 2018
12 MAR 2018

OWN REV
SITE

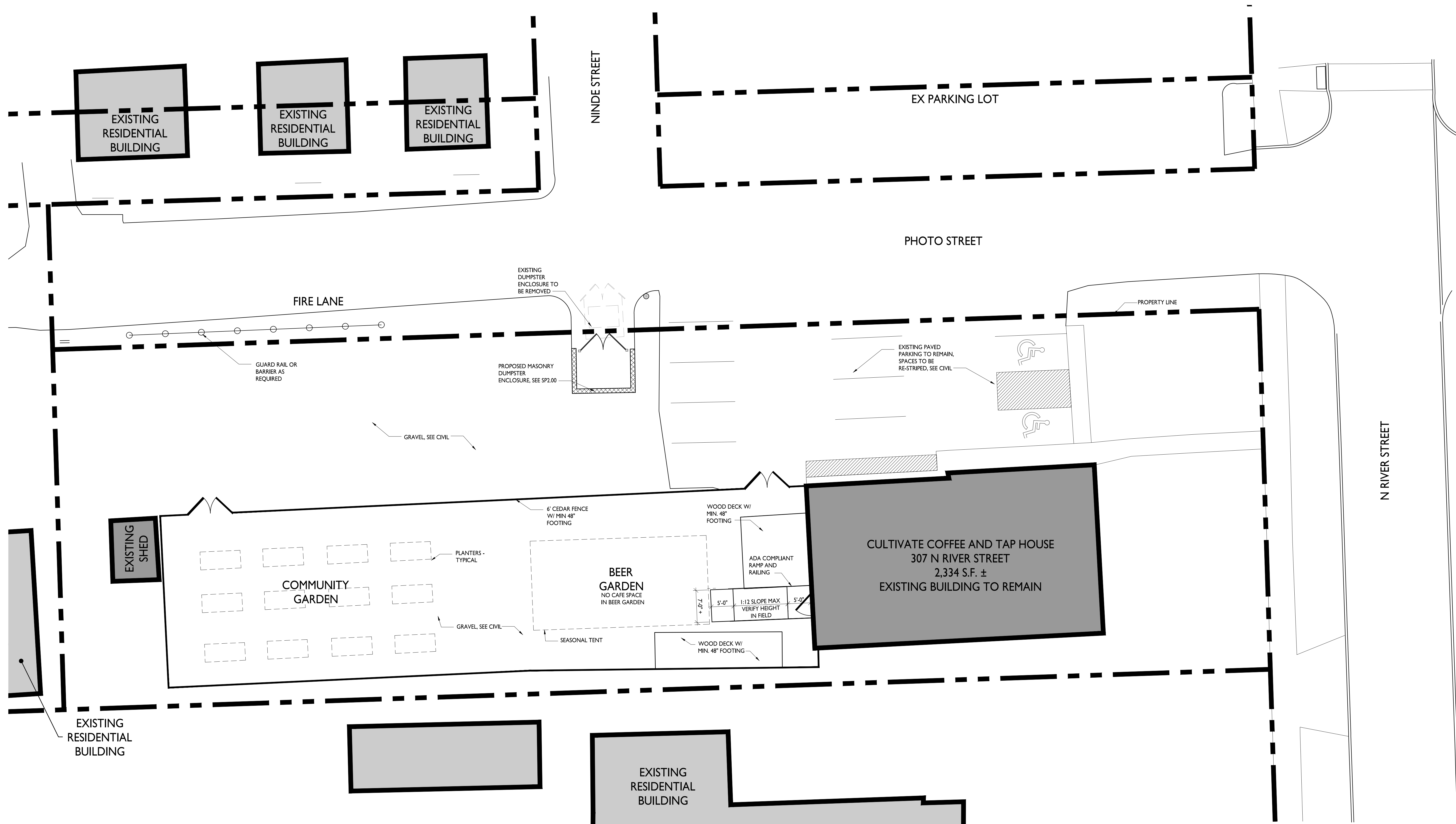
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TITLE
SHEET

17306SP100.dwg

SHEET + NUMBER

T1.00



PRELIMINARY SITE PLAN
SCALE: 1" = 10'

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ARCHITECTURE DESIGN
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P: 734.975.2400 • F: 734.975.2410
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COFFEE & TAP HOUSE**
307 N RIVER ST
YPSILANTI, MI 48198

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23 AUG 2017	
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26 JAN 2018	OWN REV
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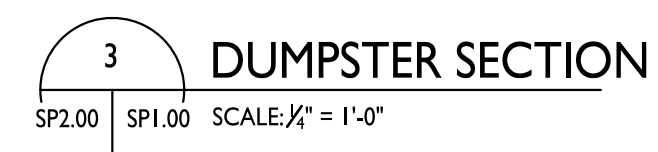
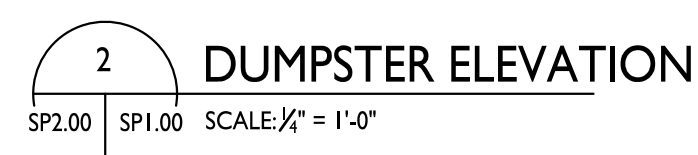
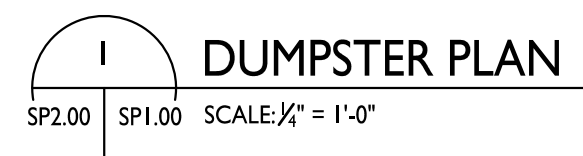
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SITE PLAN

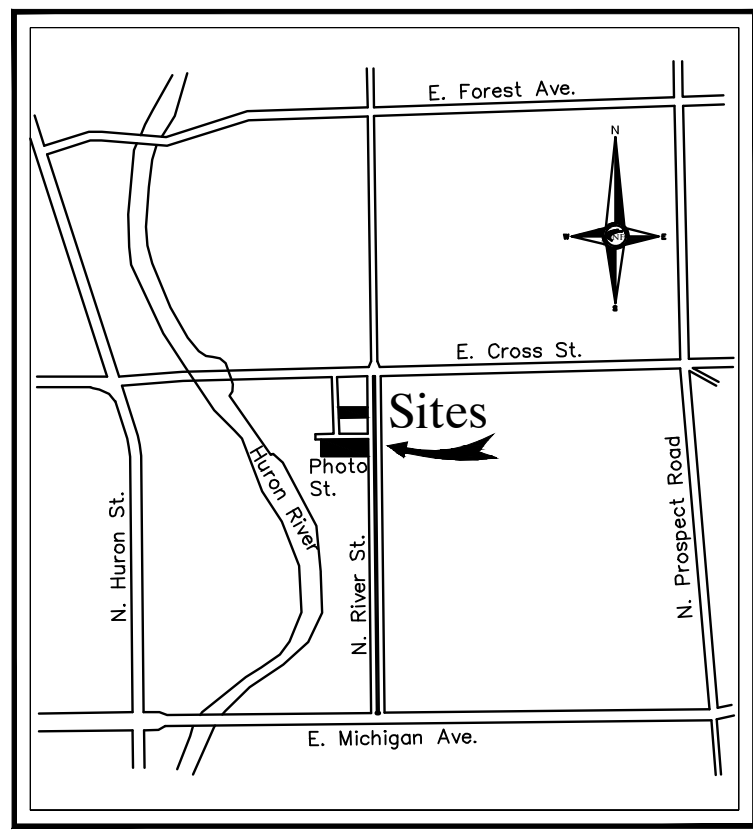
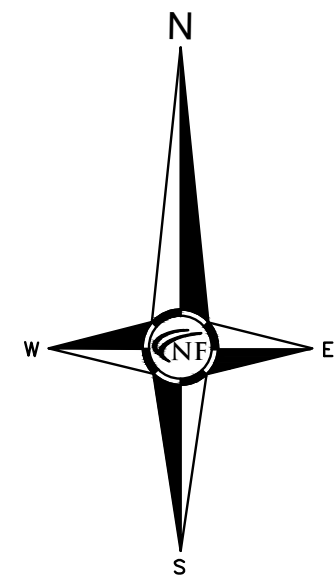
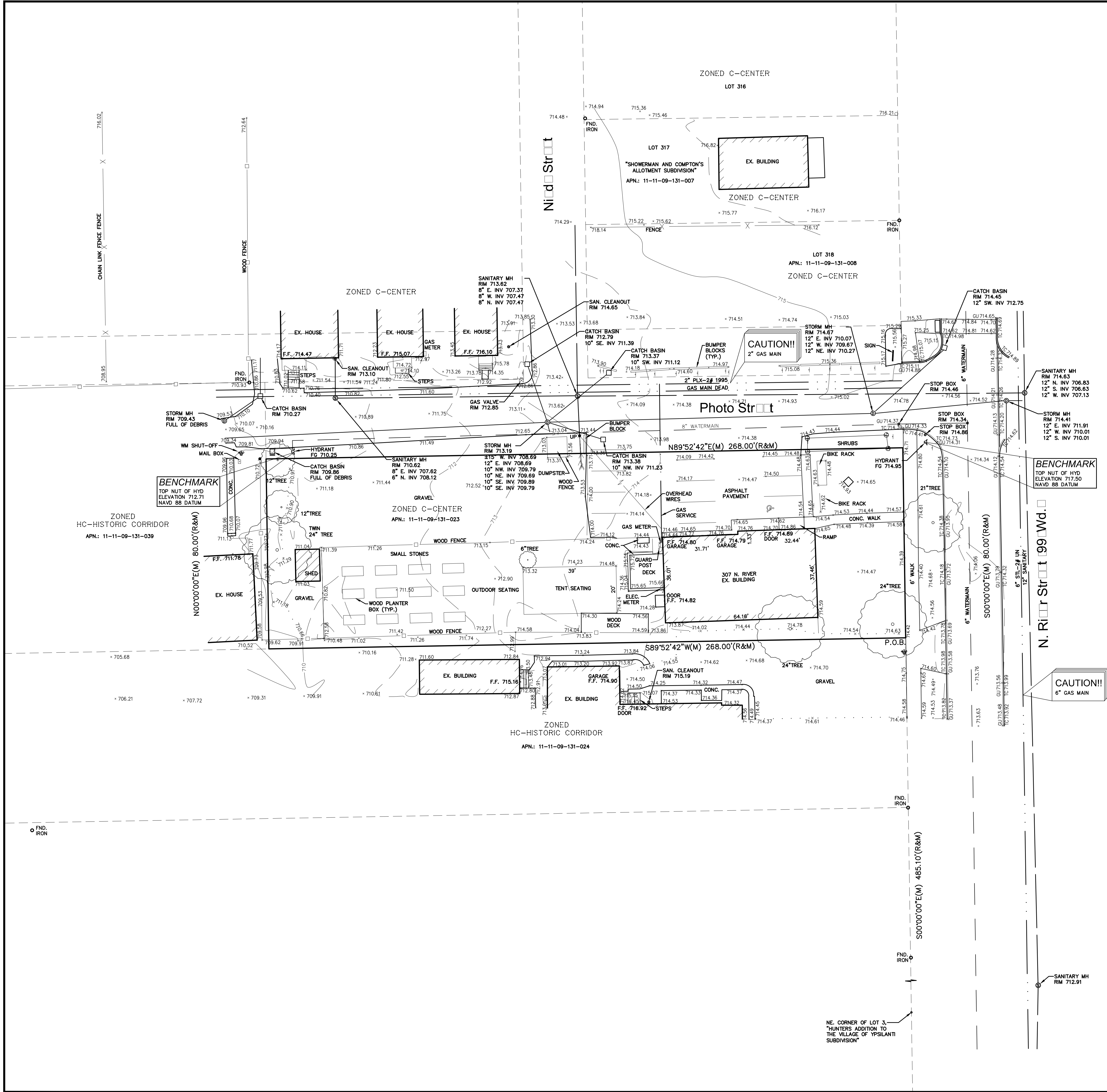
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SHEET + NUMBER

SP1.00

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Location Map
N.T.S.



NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342-5032
TEL. (248) 332-7931
FAX. (248) 332-8257

SEAL



PROJECT

Cultivate Coffee And
Tap House
307 N. River Street

CLIENT

307 Property, LLC
307 N. River Street
Ypsilanti, MI 48198
Contact: Ryan Wallace
Phone: (616) 502-3525

PROJECT LOCATION

Part of Frac. of Section 9
T.3S., R.7E.
Ypsilanti
Washtenaw County, Michigan

SHEET

Boundary / Topographic
Survey



Know what's below
Call before you dig.

LEGAL DESCRIPTION

PART OF FRAC. SECTION 9, T. 3 S., R. 7 E., YPSILANTI, WASHTENAW COUNTY, MICHIGAN, BEING DESCRIBED AS: COMMENCING AT THE INTERSECTION OF THE WEST LINE OF RIVER STREET (99.00 FEET WIDE) AND THE NE CORNER OF LOT 3, "HUNTERS ADDITION TO THE VILLAGE OF YPSILANTI SUBDIVISION"; THENCE N. 00° 00' 00" E. 485.10 FEET; THENCE S. 89° 52' 42" W. 268.00 FEET; THENCE N. 00° 00' 00" E. 80.00 FEET; THENCE N. 89° 52' 42" E. 268.00 FEET; THENCE S. 00° 00' 00" E. 80.00 FEET TO THE POINT OF BEGINNING. CONTAINING 21,440 SQUARE FEET OR 0.492 ACRES.

PARCEL NO. 11-11-09-131-023
ADDRESS: 307 N. RIVER ST., YPSILANTI, MI 48198

MISS DIG UTILITY DISCLAIMER NOTE

A MISS DIG TICKET NUMBER B73381457, PURSUANT TO MICHIGAN PUBLIC ACT 174 WAS ENTERED FOR THE SURVEYED PROPERTY. DUE TO THE EXTENDED REPORTING PERIOD FOR UNDERGROUND FACILITY OWNERS TO PROVIDE THEIR RECORDS, THE SURVEY MAY NOT REFLECT ALL THE UTILITIES AT THE TIME THE SURVEY WAS ISSUED ON 12-11-2017. THE SURVEY ONLY REFLECTS THOSE UTILITIES WHICH COULD BE OBSERVED BY THE SURVEYOR IN THE FIELD OR AS DEPICTED BY THE UTILITY COMPANY RECORDS FURNISH PRIOR TO THE DATE THIS SURVEY WAS ISSUED. THE CLIENT AND/OR THEIR AUTHORIZED AGENT SHALL VERIFY WITH THE FACILITY OWNERS AND/OR THEIR AUTHORIZED AGENTS, THE COMPLETENESS AND EXACTNESS OF THE UTILITIES LOCATION.

TOPOGRAPHIC SURVEY NOTES

ALL ELEVATIONS ARE EXISTING ELEVATIONS, UNLESS OTHERWISE NOTED.

UTILITY LOCATIONS WERE OBTAINED FROM MUNICIPAL OFFICIALS AND RECORDS OF UTILITY COMPANIES, AND NO GUARANTEE CAN BE MADE TO THE COMPLETENESS, OR EXACTNESS OF LOCATION.

THIS SURVEY MAY NOT SHOW ALL EASEMENTS OF RECORD UNLESS AN UPDATED TITLE POLICY IS FURNISHED TO THE SURVEYOR BY THE OWNER.

LEGEND

MANHOLE	EXISTING SANITARY SEWER
HYDRANT	EXISTING SAN. CLEAN OUT
MANHOLE	EXISTING WATER MAIN
MANHOLE	EXISTING STORM SEWER
UTILITY POLE	EX. R.Y. CATCH BASIN
GUY POLE	EXISTING BURIED CABLES
GUY WIRE	OVERHEAD LINES
	LIGHT POLE
	SIGN
	EXISTING GAS MAIN

DRAWN BY:
N. Naoum

DESIGNED BY:

APPROVED BY:
K. Navaroli

DATE:
02-22-2018

SCALE: 1" = 20'

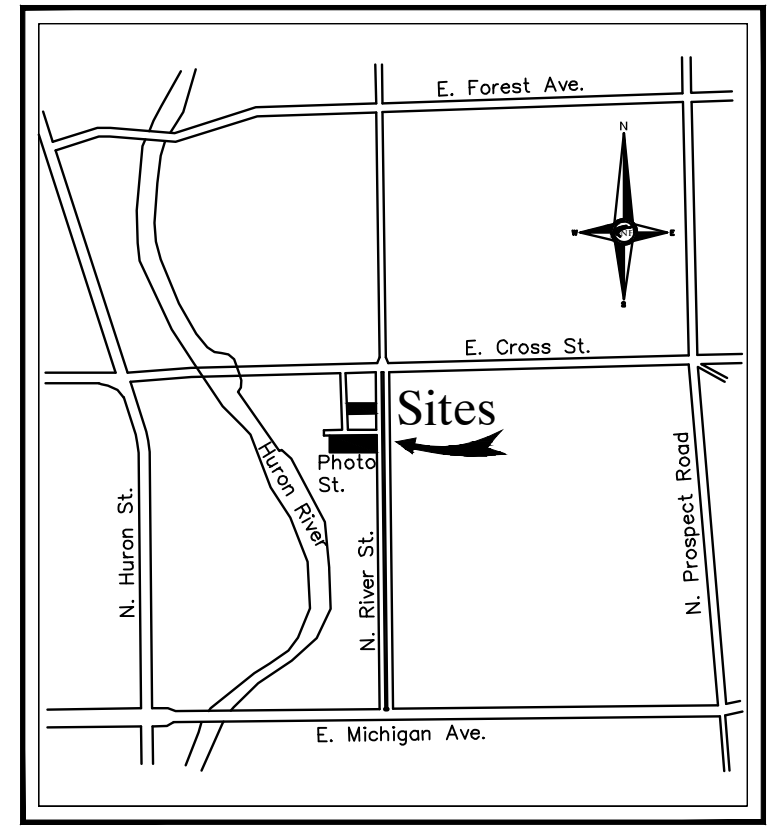
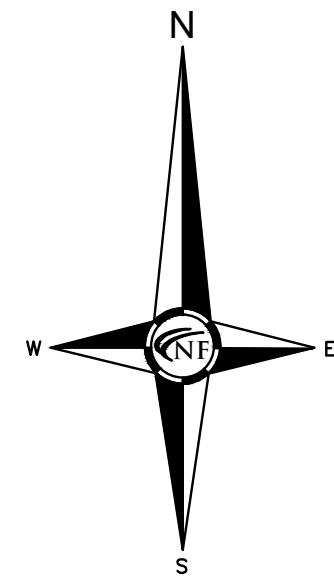
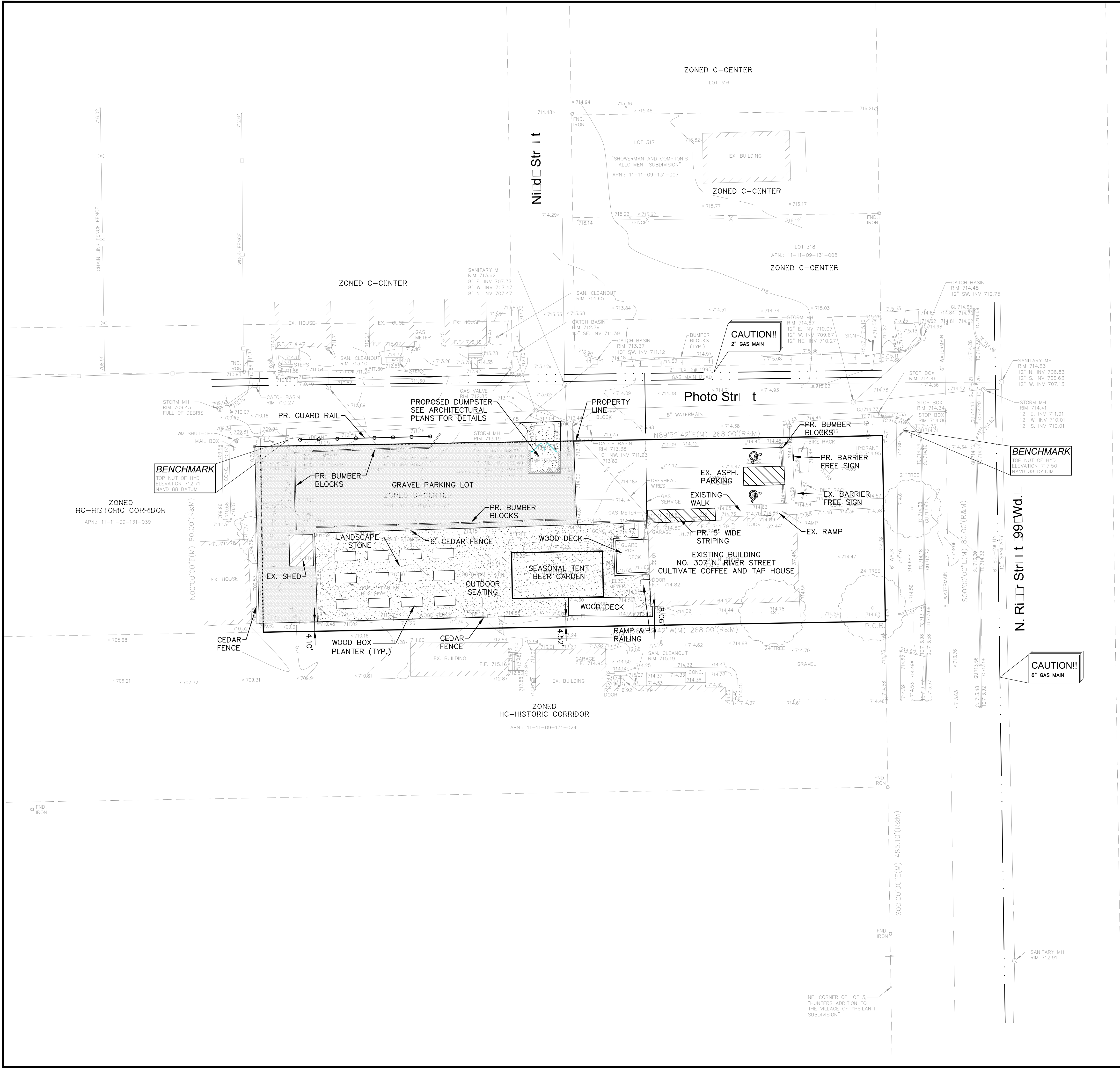
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NFE JOB NO.

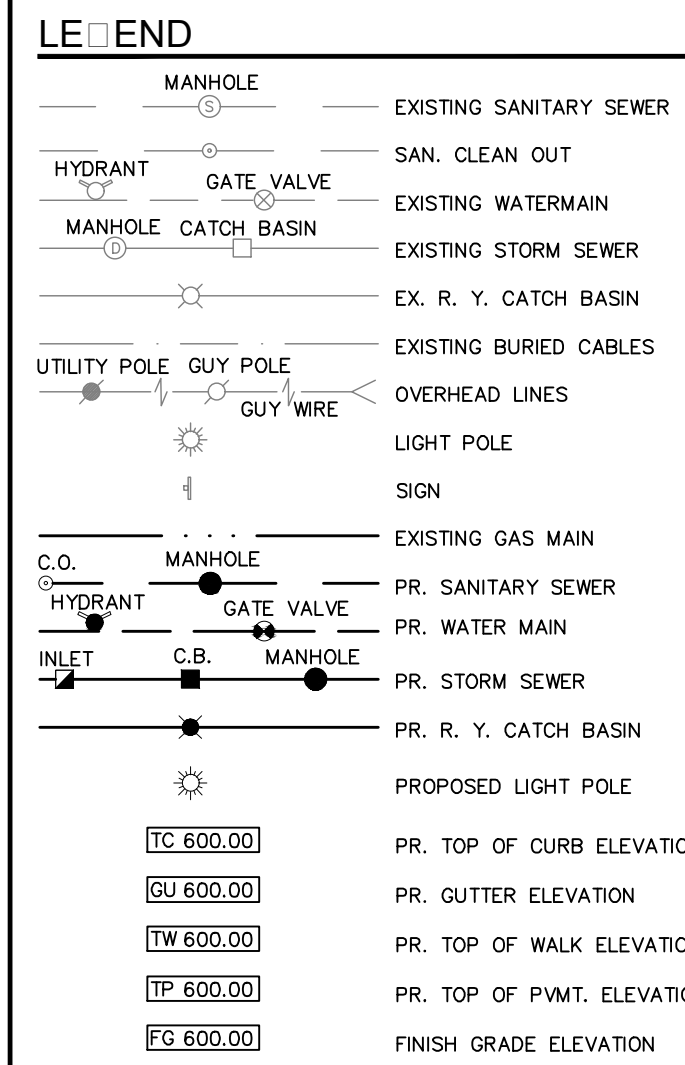
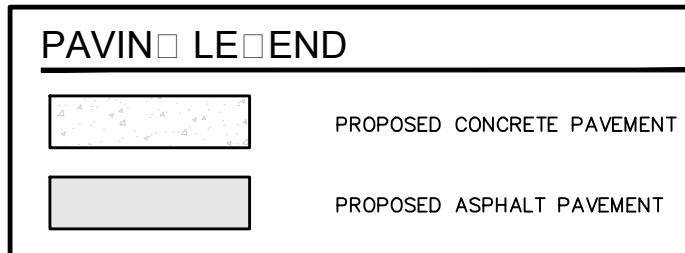
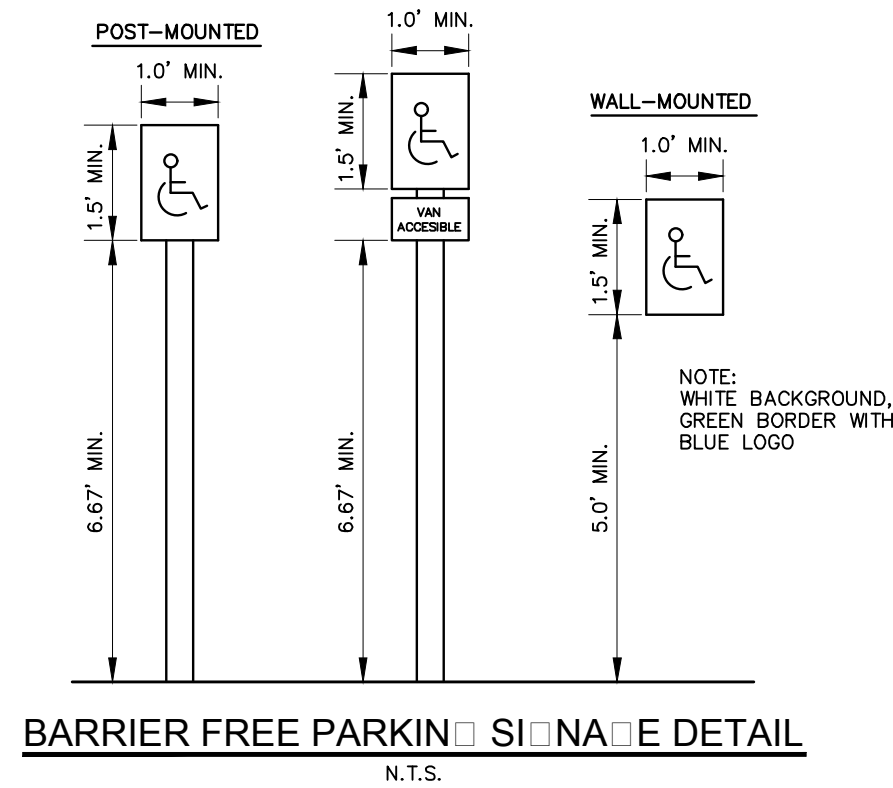
SHEET NO.

K166

1



Location Map
N.T.S.



NF
ENGINEERS
CIVIL ENGINEERS
LAND SURVEYORS
LAND PLANNERS

NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342-5032
TEL. (248) 332-7931
FAX. (248) 332-8257

SEAL

PROJECT
Cultivate Coffee And
Tap House
307 N. River Street

CLIENT
307 Property, LLC
307 N. River Street
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Contact: Ryan Wallace
Phone: (616) 502-3525

PROJECT LOCATION
Part of Frac. of Section 9
T.3S., R.7E.
Ypsilanti
Washtenaw County, Michigan

SHEET
Site Plan



REVISIONS
00-00-00

DRAWN BY:
N. Naoum

DESIGNED BY:
N. Naoum

APPROVED BY:
M. Peterson

DATE:
02-22-2018

SCALE: 1" = 20'

NFE JOB NO. SHEET NO.

K166 2

Bonnie Wessler

From: Mark Wright <MarkW@bowersarch.com>
Sent: Wednesday, July 11, 2018 4:43 PM
To: Bonnie Wessler
Cc: Ryan Wallace (ryan@cultivateypsi.org)
Subject: Cultivate
Attachments: 17306SP100-A.pdf; 17306SP100-B.pdf; 17306SP100-C.pdf

Bonnie,

I wanted to touch base with you in regards to the site plan revisions for Cultivate / 307 N River Street and our response to the city's review comments, in particular the ingress / egress issues with the Photo, Ninide intersection. I have attached 3 Preliminary site plans with different parking layouts.

Our preferred site plan would be Site Plan 'A' and is currently the one we plan to resubmit in which the gravel / dumpster access is aligned across from Ninide which would keep Cultivate traffic from having to travel down near the residential homes to enter the lot. It seems to align with the intent of Sec. 112-683 (b) (6) with Ninide's current use being closer to that of a public alley for the adjacent commercial properties.

Site Plan 'B' relocates proposed gravel drive 20' from the intersection per Sec. 112-683 (b) (7) This plan would be our proposed plan if the Planning Commission would allow our site to use the 20' offset for the proposed lot but not use layout 'A'

Site Plan 'C' is would create a new layout for the parking in the gravel and paved area to meet the 50' offset, however this would have all cultivate traffic driving down past the residential properties and seems to be the least desirable solution.

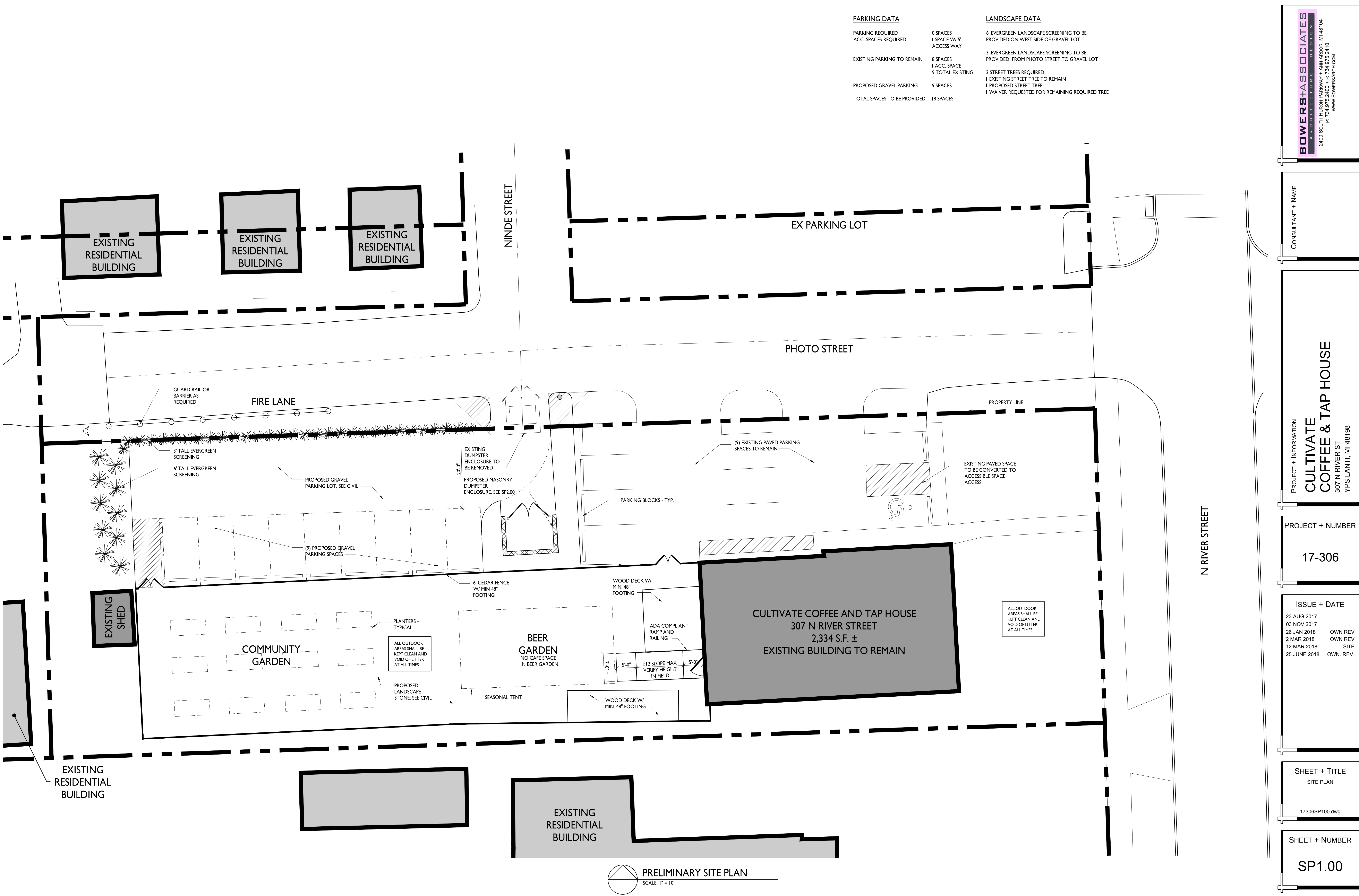
Can you advise me as to if we would require any separate applications whether for a variance or waiver in regards to aligning the drive or using the 20' offset so that we can include it with our resubmission or if you have any other comments that may be helpful to expedite finding a solution to this issue.

Thank You

MARK WRIGHT
ARCHITECTURAL ASSOCIATE
markw@bowersarch.com
T: 734.975.2400 x703



2400 S. HURON PARKWAY + ANN ARBOR, MI 48104
T: 734.975.2400 + F: 734.975.2410



PARKING DATA

PARKING REQUIRED	0 SPACES
ACC. SPACES REQUIRED	1 SPACE W/ 5' ACCESS WAY
EXISTING PARKING TO REMAIN	8 SPACES 1 ACC. SPACE 9 TOTAL EXISTING
PROPOSED GRAVEL PARKING	9 SPACES
TOTAL SPACES TO BE PROVIDED	18 SPACES

LANDSCAPE DATA

6' EVERGREEN LANDSCAPE SCREENING TO BE PROVIDED ON WEST SIDE OF GRAVEL LOT
3' EVERGREEN LANDSCAPE SCREENING TO BE PROVIDED FROM PHOTO STREET TO GRAVEL LOT
3 STREET TREES REQUIRED
1 EXISTING STREET TREE TO REMAIN
1 PROPOSED STREET TREE
1 WAIVER REQUESTED FOR REMAINING REQUIRED TREE

BOWERS+ASSOCIATES
ARCHITECTURE DESIGN
2400 SOUTH HURON PARKWAY • ANN ARBOR, MI 48104
P: 734.975.2400 • F: 734.975.2410
WWW.BOWERSARCH.COM

CONSULTANT + NAME

PROJECT + INFORMATION

**CULTIVATE
COFFEE & TAP HOUSE**
307 N RIVER ST
YPSILANTI, MI 48198

PROJECT + NUMBER

17-306

ISSUE + DATE

23 AUG 2017
03 NOV 2017
26 JAN 2018
2 MAR 2018
12 MAR 2018
25 JUNE 2018

OWN REV
OWN REV
SITE
OWN. REV.

SHEET + TITLE

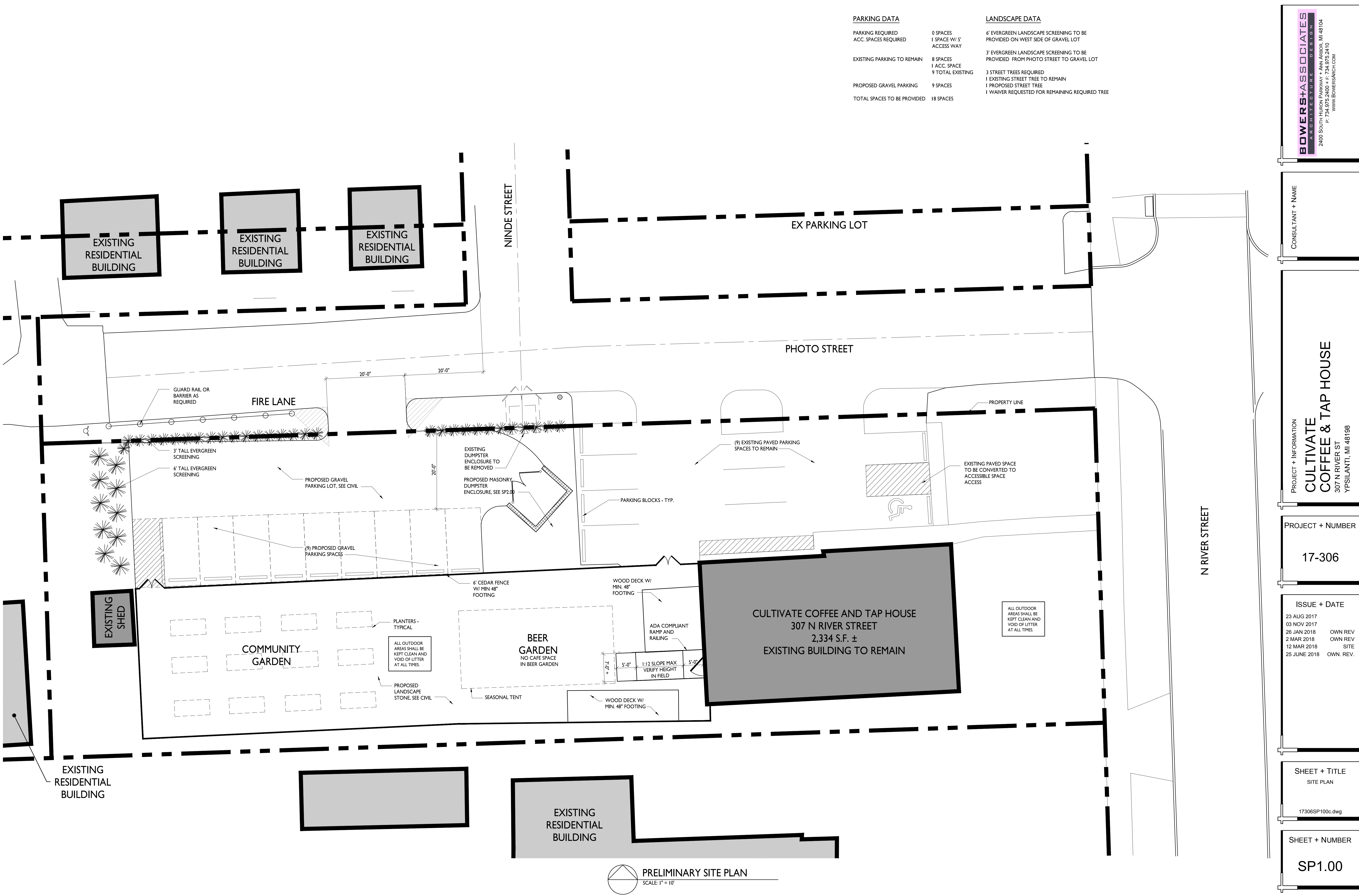
SITE PLAN

17306SP100.dwg

SHEET + NUMBER

SP1.00

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CONSULTANT + NAME

PROJECT + INFORMATION

**CULTIVATE
COFFEE & TAP HOUSE**
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YPSILANTI, MI 48198

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OWN REV
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SITE
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SHEET + TITLE

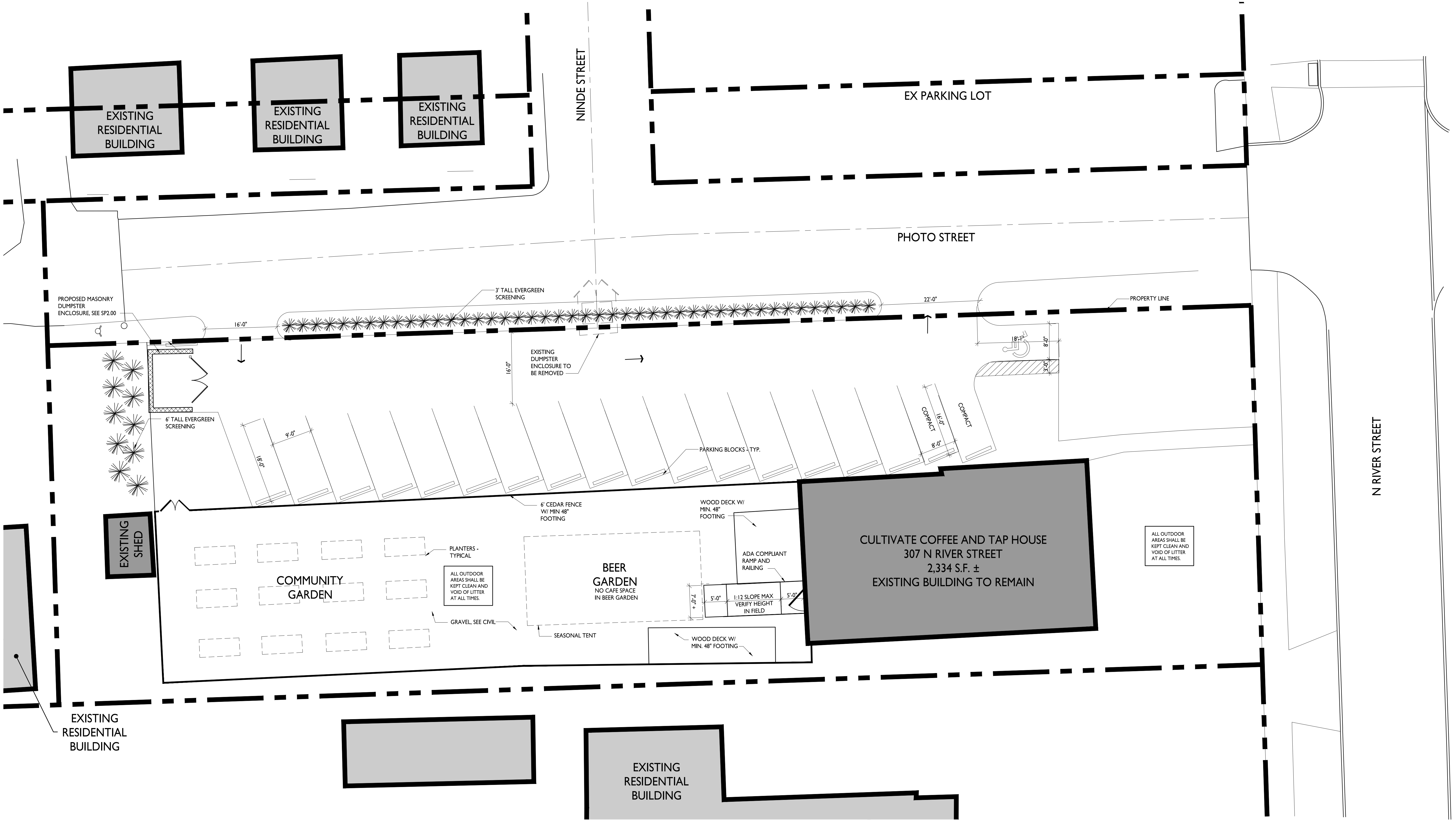
SITE PLAN

17306SP100c.dwg

SHEET + NUMBER

SP1.00

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PRELIMINARY SITE PLAN
SCALE: 1" = 10'

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ARCHITECTURE DESIGN
2400 SOUTH HURON PARKWAY • ANN ARBOR, MI 48104
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WWW.BOWERSARCH.COM

CONSULTANT + NAME

PROJECT + INFORMATION
**CULTIVATE
COFFEE & TAP HOUSE**
307 N RIVER ST
YPSILANTI, MI 48198

PROJECT + NUMBER
17-306

ISSUE + DATE
23 AUG 2017
03 NOV 2017
26 JAN 2018 OWN REV
2 MAR 2018 OWN REV
12 MAR 2018 SITE
25 JUNE 2018 OWN REV
8 JULY 2018 OWN REV

SHEET + TITLE
SITE PLAN
17306SP100b.dwg

SHEET + NUMBER
SP1.00

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15 March 2018

**Staff Review of Rezoning Application
Medical Marijuana Text Amendments
Provisioning Centers Buffer Increase**

GENERAL INFORMATION

Applicant: City of Ypsilanti

Action Requested: Recommendation to City Council to approve a Text Amendment to Medical Marijuana Dispensaries (recommended to become "Medical Marijuana Provisioning Centers"), 122-532(b)(3)

SUMMARY

State regulations regarding medical marijuana facilities have recently changed to allow for more commercial operations. This amendment would limit the number of provisioning centers throughout the City by doubling the required buffer between provisioning centers from 500 feet to 1,000 feet.

BACKGROUND

In 2008, the voters of the State of Michigan approved a ballot initiative to legalize medical marijuana, using a caregiver, person-to-person model; Ypsilanti voters supported this ballot measure by over 80%. In 2011, the City of Ypsilanti adopted zoning regulations reflective of that, allowing groups of caregivers to grow under one roof in the M1, M2, WS, and CI zoning districts with a Special Use Permit; and caregivers to connect with patients at dispensaries in the B2, B3, and B4 zoning districts by right.

In 2014, the zoning ordinance shifted to a hybrid form-and-use-based schema. In these new zoning districts, dispensaries were only permitted by-right in C, and not permitted in GC. The State adopted the Medical Marijuana Facilities Licensing Act in late 2016, which permitted fully commercialized medical marijuana facilities under one corporate owner, including grow facilities, provisioning centers (dispensaries), processors, transporters, and testing facilities. In November 2017, Council passed an ordinance opting-in to the MMFLA, allowing up to three grow/processors and seven provisioning centers (dispensaries). Two updates to the zoning code have already been proposed and recommended to Council; one, to permit provisioning centers (dispensaries) as a Special Use in the GC zoning district, and another, generally updating the specific standards and definitions for medical marijuana facilities.

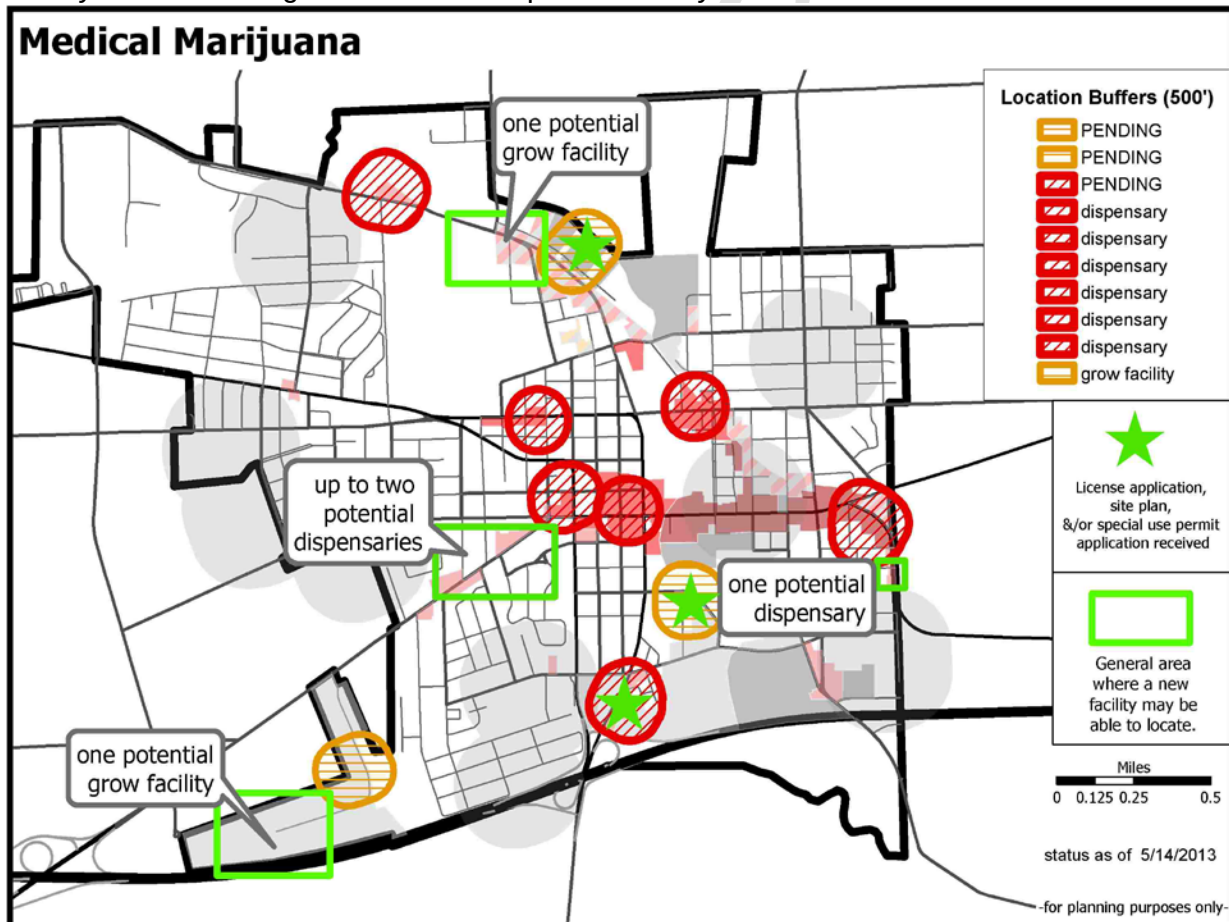
As a result of these changes at both the state and local level, it is possible that some existing provisioning centers could move; it is also possible that an existing provisioning center could go out of business and another provisioning center locate in the City. During the initial medical marijuana zoning

discussion in 2011, and during the more recent zoning discussions in 2017-18, both Planning Commission and City Council have expressed concern about marijuana business density, and the need to ensure a balanced mix of services and goods in our commercial areas. This amendment would reduce density significantly, generally allowing for only one provisioning center per commercial area, without creating significant nonconformities.

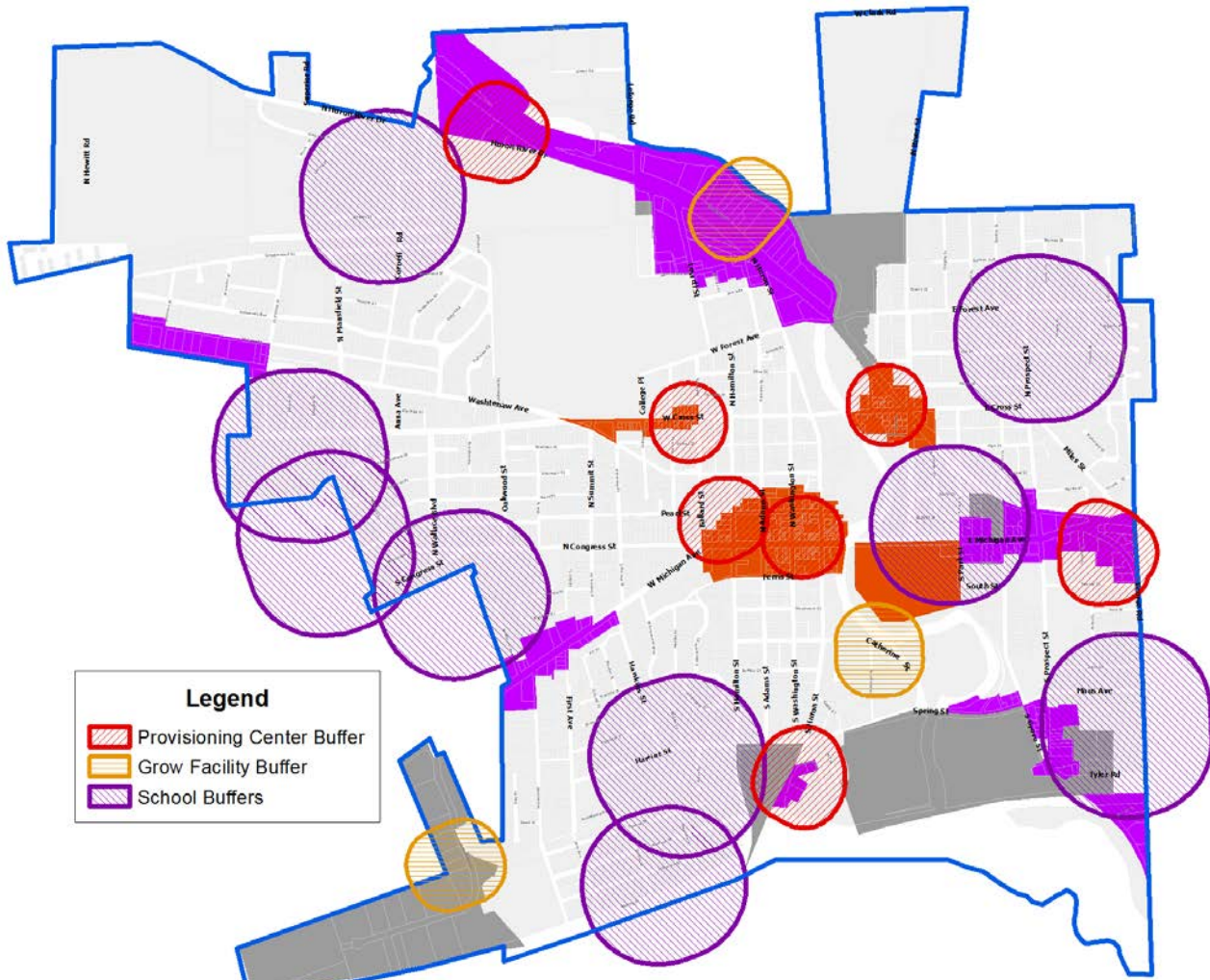
DISCUSSION

When the 2011 zoning amendments permitting dispensaries and grow facilities were adopted, there was no cap on the number of facilities, and the industry was untested and highly stigmatized. A cap on the number of facilities was introduced in 2013, as Council felt the local market was satisfied, and further increases in the number of facilities were unwise due to uncertainty in the State and Federal regulation. Many of these facilities have been operating since 2011; the newest opened in 2013. These facilities have, overall, been in compliance with local ordinances, including permitting on-demand inspections. The crime rate at these businesses is equivalent to other retail &/or industrial businesses.

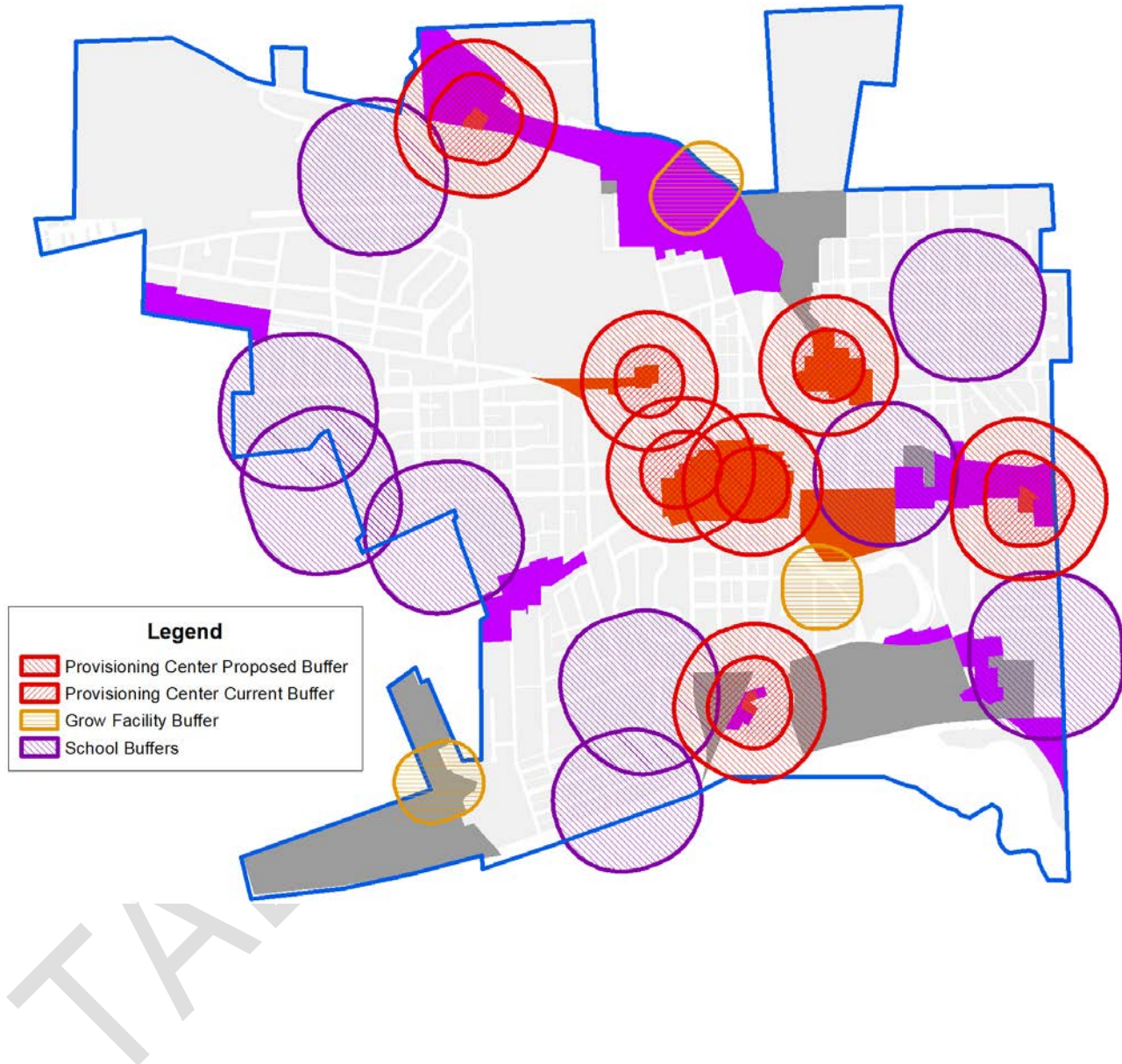
This map, as of 5/2013, shows potential locations for additional dispensaries/grow facilities; the potential distribution of facilities differed from current primarily around Washtenaw and West Michigan. The zoning around Huron River Drive has changed from the Commercial-Industrial District and a variety of other zoning classifications to predominantly GC.



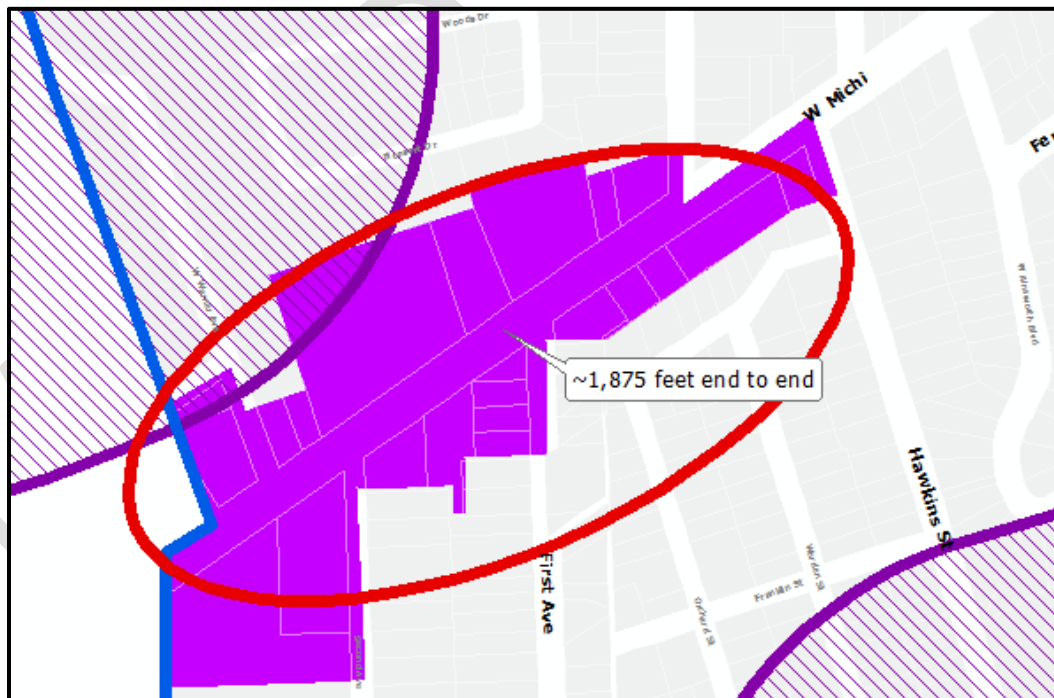
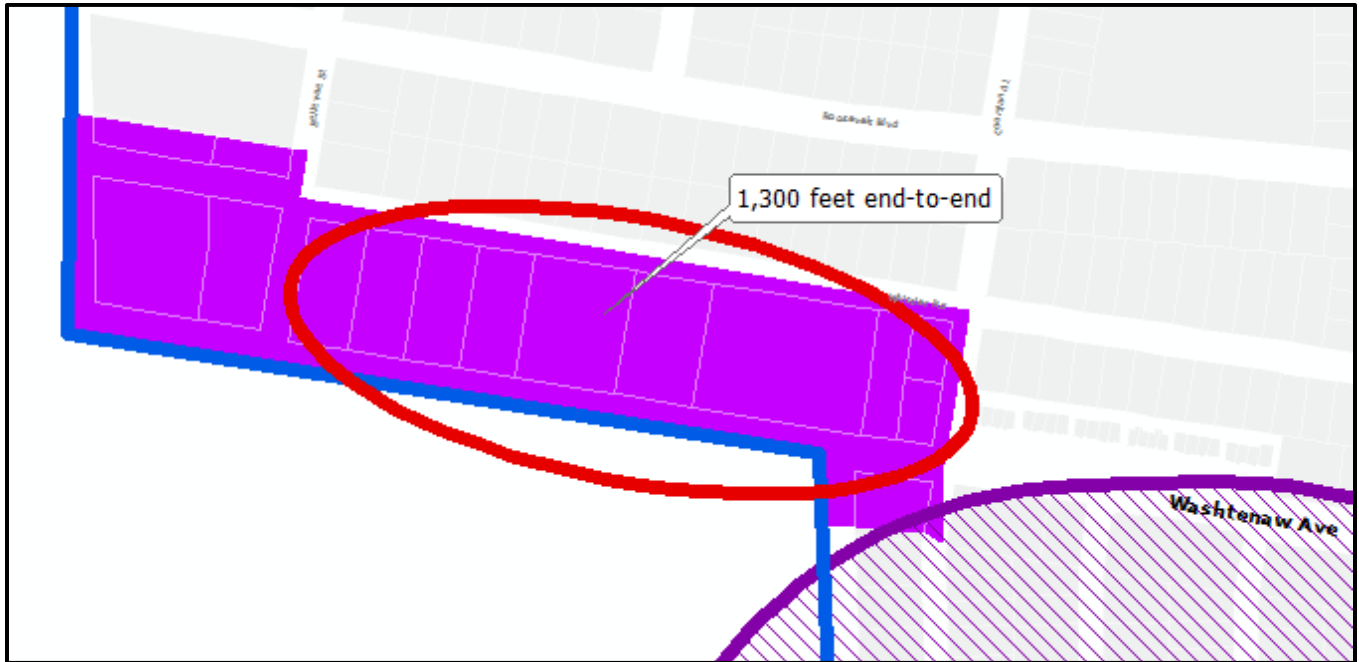
This map shows the *current* existing school buffers, facility buffers, and zoning districts. As a reminder, grow facilities are currently permitted only with a Special Use permit in GC and PMD; dispensaries are permitted by right in Center. The proposal on the table at Council would add dispensaries as a special use in the GC district. Recall also that Planning Commission has discretion in granting Special Use permits under §122-324.



Under the proposed increase in buffers between provisioning centers, the East Michigan/Ecorse corridor cannot bear a new provisioning center, nor can Depot Town or West Cross. The two existing provisioning centers in downtown Ypsilanti would exclude each other by approximately four feet; however, Herbal Solutions is planning to move eastward once rehabilitation is complete at the new location. Commercial locations on Huron River Drive/Railroad St are already fairly constrained due to the location of the railway and river, as well as the large redevelopment site at 800 Lowell, so the expansion would have minimal effect.



Looking more closely at specific areas, Washtenaw realistically could host two provisioning centers (one at each end), and West Michigan potentially two as well- fewer than the three and four, respectively, that would be able to locate there with the smaller buffer. West Michigan, it should be noted, has fewer commercial buildings that could presumably become available for such a venture; there do exist residential buildings that could be converted.



Medical Marijuana Dispensaries (recommended to become "Medical Marijuana Provisioning Centers"), 122-532(b)(3)	"Medical Marijuana Provisioning Centers," 122-532(b)(3) (changes proposed 2/21 presumed adopted)
The dispensary shall not be located within a five hundred (500) feet of a lawfully existing medical marijuana dispensary or growing/manufacturing facility as measured from the outermost boundaries of the lot or parcel on which the proposed dispensary and lawfully existing dispensary or growing/manufacturing facility is located;	The provisioning center shall not be located within a five hundred (500) feet of a lawfully existing medical marijuana <u>growing &/or processing facility nor within one thousand (1,000) feet of a lawfully existing medical marijuana provisioning center</u> as measured from the outermost boundaries of the lot or parcel on which the proposed medical marijuana facility and to the outermost boundaries of the lot or parcel on which the lawfully existing medical marijuana facility is located;

STANDARDS FOR AMENDMENTS**§122-362(a)**

(a) Text Amendment. For a change to the text of the Zoning Ordinance, the Planning Commission shall consider and the City Council may consider, whether the proposed amendment meets the following standards:

(1) The proposed amendment is consistent with the guiding values of the Master Plan; and
Applicable guiding values of the Master Plan include:

- Diversity is our strength: per the decision-making rubric. This maintains and potentially improves the diversity of the mix of businesses in Ypsilanti.
- Ypsilanti is sustainable: per the decision-making rubric, this action maintains, and has the potential to create, job opportunities for Ypsilantians, without over-investing into a volatile industry.

(2) The rezoning is consistent with description and purpose of the proposed district, and.
This would apply to all Provisioning Centers in all districts.

(3) The proposed amendment is consistent with the intent of this Zoning Ordinance; and
Per §122-100, the intent of the ordinance is to promote the public health, safety, and welfare. In particular, to:

- "create a safe, diverse, and sustainable city;
- meet the needs of the City's residents for food, fiber, energy, and other natural resources;
- guide the location of places of residence, recreation, industry, trade, service, and other uses of land;
- ensure that uses of the land shall be situated in appropriate locations and relationships;
- limit the inappropriate overcrowding of land and congestion of population and transportation systems and other public facilities;
- facilitate adequate and efficient provision for transportation systems, sewage disposal, water, energy, education, recreation, and other public service and facility needs;"

By increasing the distance between Provisioning Centers, it reserves space for other businesses to grow and thrive within the City, while still preserving access to medical marijuana.

(4) The proposed amendment will enhance the functionality, transportation network or character of the future development in the City; and

The change to the zoning ordinance has the long-term potential to do so. In the short-term, it will simply preserve the existing character of the City.

(5) The proposed amendment will preserve the historic nature of the surrounding area and of the City;
Staff does not anticipate that this amendment will negatively or positively affect the historic nature of the City.

(6) The proposed amendment will enhance the natural features and environmental sustainability of the City;
Staff does not anticipate that this amendment will negatively affect the natural features or environmental sustainability of the City.

(7) The proposed amendment will protect the health, safety, and general welfare of the public; or
The proposed change to the zoning ordinance will help maintain residents' access to medical marijuana, as prescribed by their doctor. The ordinance amendment will also help to reduce the potential that relatively volatile medical marijuana businesses might displace existing businesses in less-volatile industries.

(8) The proposed amendment is needed to correct an error or omission in the original text; or
This does not correct an error; it is an amendment due to a changing regulatory environment.

(9) The proposed amendment will address a community need in physical or economic conditions or development practices; and
Staff does not anticipate that this change will significantly impact a community need in physical or economic conditions. If the industry continues to grow, it is possible that medical marijuana businesses could reinvest significantly into their businesses. However, it is also possible that the businesses will face increasing regulatory hurdles at the federal level, and medical marijuana still carries some stigma. This amendment would decrease the potential impacts of both any stigma and the potential for an industry collapse due to regulatory issues.

(10) The proposed amendment will not result in the creation of significant nonconformities in the City.
The proposed amendment will make nonconforming the two dispensaries in downtown Ypsilanti. However, as noted, Herbal Solutions is in the process of preparing a space to the east that would conform under the new ordinance.

STAFF RECOMMENDATION

Staff recommends the Planning Commission recommend to City Council the **approval** of the proposed text amendment to 122-532(b)(3), "Medical Marijuana Dispensaries Provisioning Centers", with the following findings:

- (1) The proposed amendment is consistent with the guiding values of the Master Plan;
- (2) The proposed amendment is consistent with the intent of this Zoning Ordinance;
- (3) The proposed amendment will protect the health, safety, and general welfare of the public;
- (4) The proposed amendment will address a community need in physical or economic conditions or development practices.

Bonnie Wessler
City Planner, Community & Economic Development Division



**2018 Annual Report
Planning Commission
Ypsilanti, Michigan**

INTRODUCTION

The Planning Commission of the City of Ypsilanti is governed by the Michigan Planning Enabling Act, State of Michigan Public Act 33 of 2008, and by the City of Ypsilanti's Zoning Ordinance.

In 2018, the Planning Commission's membership was as follows:

Heidi Jugenitz (chair, Jan- June)
Liz Dahl MacGregor (vice-chair, January– May)
Matt Dunwoodie (chair, July – December)
Jared Talaga (vice-chair, July – December)
Anthony Bedogne (resigned April)
Toi Dennis

Jessica Donnelly (joined August)
Phil Hollifield
Chris Madigan (resigned June)
Jelani McGadney (joined July)
Michael Simmons (joined May)
Cheryl Zuellig (resigned July)

Under the Planning Enabling Act, the Commission must provide an annual report to City Council, as the legislative body of the City. This report discusses,

1. The operations of the Commission during the past year
2. The status of any on-going planning activities
3. Recommendations to the legislative body related to planning and development

PLANNING COMMISSION OPERATIONS

The Planning Commission held regular monthly meetings during 2018. In January, Planning Commission had a joint meeting with Zoning Board of Appeals for regular training on Planning Commission and Zoning Board of Appeals functions and duties from the Michigan Association of Planning.

The Commission reviewed 12 site plan applications in 2018, up from 2017, and had more “other items” than in 2017. These numbers were driven by the increased number of special use reviews along with an increase in zoning text and map amendment applications. No special nonconforming status applications were received in 2018.

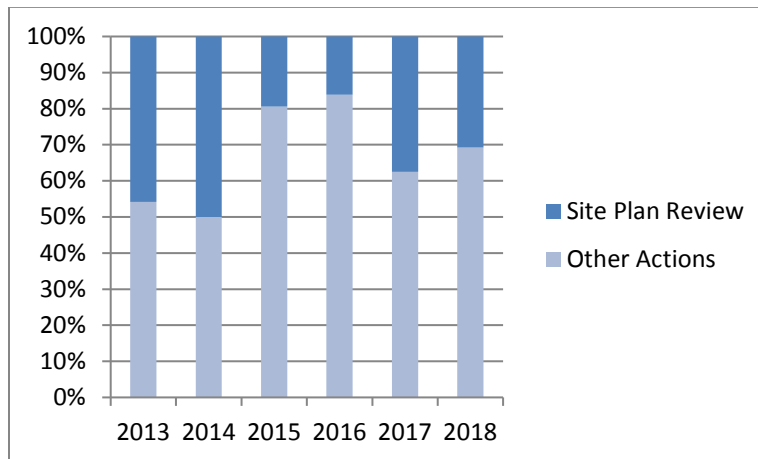
The Commission considered 39 total actions, including 12 site/sketch plans, 11 special use permits, 8 text amendments, 4 map amendments, and 1 Planned Unit Development (PUD). It also reviewed the Capital Improvements Plan as part of the annual review process in May and discussed one special topic on local zoning options regarding firearm sales. The Planning Commission monitored the local medical marijuana ordinance in order to align with the state as well as considered the buffer between locations. The Bell-Kramer neighborhood was reviewed for rezoning, and a well restriction ordinance and a community discussion was hosted on the traffic in the neighborhood. The Planning Commission Housing Affordability and Access subcommittee and Non-motorized subcommittee continued to meet throughout 2018.

Included in this year's annual report is the implementation matrix from the 2013 Master Plan.

Figure 1: Planning Commission Applications by Type (past five years)

	2013	2014	2015	2016	2017	2018
Site plan review	11	9	7	5	6	12
Amend approved site plan	--	1	--	--	2	1
Special use permit	5	2	6	5	1	11
Zoning map amendment	1	1	1	2	1	4
Zoning text amendment	--	1	2	5	1	8
Master plan amendment	1	--	--	--	--	--
Planned unit development	2	--	2	1	1	1
Amend approved PUD	--	--	--	--	--	--
Alley/Street closure/Vacation	1	2	--	2	--	--
Change in non-conforming use	--	--	--	1	--	--
Capital improvements reviews (begins 2010)	1	2	3	3	1	1
Special topic planning (begins 2010)	2	--	--	--	3	1
Study item (begins 2010)	--	--	7	1	--	--
Conditional rezoning (begins 2010)	--	--	--	--	--	--
Modification of Sign Standards (begins 2012, ends 2016)	--	--	1	--	--	--
Special Use Revocation (begins 2015)	--	--	1	--	--	--
Designation of Special Nonconforming Status (begins 2015)	--	--	6	6	1	--
Total Applications / Deliberations	24	18	36	31	17	39

Figure 2: Planning Commission Actions by Year (percent)



Master Plan Implementation Matrix

These goals and their matrices are taken directly from the Master Plan, adopted Oct 2013.

Capital Improvements Plan = CIP; Zoning Ordinance = ZO

	Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
Center	C1	Building standards for centers that preserve the architecture	2014-2015	All Centers						Zoning Ordinance	Ordinance passed 2014	Completed
	C2	Allow renewable energy facilities on all buildings	2014-2015	All Centers						Zoning Ordinance	Ordinance passed 2014	Completed
	MPC3	Continue and expand the numbers, types of festivals and events	Ongoing	All Centers						Convention & Visitors Bureau (event attraction, destination marketing) Special Events policy (enabling)		
	C4	Finish upper stories	Ongoing	All Centers						Zoning Ordinance (enable private investment) DDA (business & investment attraction)	Ordinance passed 2014 MEDC façade grant 2018	ZO complete DDA (ongoing efforts)
	C5	Maintain and expand transportation options	Ongoing	Downtown						Capital Improvements Plan Zoning Ordinance (require last-mile infrastructure)	Capital Improvements Plan adopted 2015 Zoning Ordinance passed 2014	Ongoing

Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
C6	Draft a business attraction plan for Downtown, Depot Town and Cross St	2014-2019	All Centers						DDA	RRC Certification obtained 2015	Ongoing
C7	Encourage business and event activity during the day and evening	2014-2019	All Centers						Zoning Ordinance (encourage mix of uses) DDA (business development)	Ordinance passed 2014	Ongoing
MPC8	Create a marketing campaign for the City of Ypsilanti	1-5 Years	All Center						Convention & Visitors Bureau	Community Tourism Action Plan adopted 2014	Update CTAP – 2019
C9	Build curbless "festival" street on Washington	2014-2019	Downtown						Capital Improvements Plan	Capital Improvements Plan adopted 2015	CIP annual update/review
C10	Use vacant storefronts for temporary retail uses	2014-2019	Downtown						DDA (landlord outreach)	Ordinance passed 2014	Ongoing
MPC11	Permanent year-round home for Downtown Farmer's Market	1-5 Years	Downtown						Zoning Ordinance (enabling) DDA (attraction)	Downtown Farmers' Market established 2016	Completed
MPC12	Permanent year-round home for Depot Town Farmer's Market	1-5 Years	Depot Town						Zoning Ordinance (enabling) DDA (attraction)		Ongoing
MPC13	Install a wayfinding system	1-10 Years	All Centers						Convention & Visitor's Bureau	Complete, 2017	Completed

	Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
	C14	Increase walkability (2-way streets & raised intersections)	2014-2024	Downtown						MDOT coordination (20-year horizon) Capital Improvements Plan	Capital Improvements Plan adopted 2015	Capacity reduction 2019-2022
	C15	Curbless "festival" street on River and Cross Street	2014-2024	Depot Town						Capital Improvements Plan	Capital Improvements Plan adopted 2015	Funding
	C16	Create a public space at new train station	2014-2024	Depot Town						Capital Improvements Plan	Capital Improvements Plan adopted 2015 Proposed Amtrak Stop Feasibility Study completed 2018	Installation of a train station
	C17	Separate Cross and Washtenaw	2014-2024	Cross Street						Capital Improvements Plan	Capital Improvements Plan adopted 2015	Capacity reduction, 2-way conversion
	C18	Create a "front door" for EMU with reconfiguration of Cross and Washtenaw	2014-2024	Cross Street						MDOT coordination Capital Improvements Plan	Capital Improvements Plan adopted 2015	Capacity reduction, 2-way conversion
Neigh	MPN1	Continue and increase rental inspections and enforcement	Ongoing	All neighborhoods						Building Department		Ongoing

Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
MPN2	Assist continuation and expansion of EMU Live Ypsi program	Ongoing	All neighborhoods								Ongoing
N3	Plan and zone for range of housing typologies for the needs of all ages and abilities	Ongoing	All neighborhoods						Zoning Ordinance	Ordinance passed 2014	Completed
N4	Streamline multiple-family living arrangements into categories based on number of units and form, instead of use	2014-2015	All neighborhoods						Zoning Ordinance	Ordinance passed 2014	Completed
N5	Continue home-based entrepreneurship	2014-2015	All neighborhoods						Zoning Ordinance (enable)	Complete	Completed
N6	Regulate the form of buildings to preserve the character of neighborhoods	2014-2015	All neighborhoods						Zoning Ordinance	Complete	Completed
N7	Preserve the character of the area by using regulations on street type, building type as well as use	2014-2015	Central neighborhoods						Zoning Ordinance, Engineering Standards	Complete	Completed
N8	Regulations of the variety of housing types, uses and lot sizes will be calibrated to the existing patterns	2014-2015	Central neighborhoods						Zoning Ordinance	Complete	Completed

	Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
	N9	Limit uses to predominantly single-family residential uses in areas with small houses, suited for only single-family use	2014-2015	Outlying neighborhoods						Zoning Ordinance	Complete	Completed
	N10	Create 'Eco-Districts' in neighborhood parks	2014-2024	All neighborhoods						Zoning Ordinance (enable); Parks Plan > Capital Improvements Plan (planning & Execution)		Ongoing
Corridor	Co1	Designate the appropriate building form for each corridor based on existing patterns and vision for that corridor	2014-2015	All corridors						Zoning Ordinance	Complete	Completed
	Co2	Retain the mix of uses within each corridor but allow them throughout the area	2014-2015	All corridors						Zoning Ordinance	Complete	Completed
	Co3	Reinforce the preservation of historic buildings	2014-2015	Historic corridors						Zoning Ordinance; Historic District ordinance	Complete	Ongoing
	Co4	Maintain River Street as a historic boulevard	2014-2015	Historic corridors						Zoning Ordinance, Capital Improvements Plan		Ongoing

	Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
	Co5	Require a pedestrian-friendly building form while allowing a mix of uses for both students and residents along Huron River Dr, LeForge & Railroad corridors	2014-2015	General corridors						Zoning Ordinance		Completed
	Co6	Coordinate regulations for Washtenaw with the County Re-Imagine Washtenaw Ave Plan	2014-2015	General corridors						Zoning Ordinance	Ongoing	Ongoing
	Co7	Restore Harriet St as the Main St of adjacent neighborhoods	2014-2015 for ZO / 2014-2024 years for street improvements	General corridors						Zoning Ordinance, Capital Improvements Plan	Ordinance passed 2014, ongoing	Ongoing
	Co8	Restore two-way function to Cross, Huron and Hamilton Streets	2014-2024	Historic corridors						MDOT Coordination Capital Improvements Plan	Capital Improvements Plan adopted 2015	Capacity/lane reduction project
District Areas	D1	Update regulations to create walkable areas at the border of the City and EMU campus	2014-2015	EMU						Zoning Ordinance	Complete	Completed
	D2	Create regulations that support the existing building form but assure access by all modes of transportation	2014-2015	Health & Human Services						Zoning Ordinance	Complete	Completed

Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
D3	Allow renewable energy facilities, such as solar panels, on industrial land	2014-2015	Job Districts						Zoning Ordinance	Complete	Completed
D4	Reduce the minimum lot size and width in the industrial park to create more opportunity	2014-2015	Job Districts						Zoning Ordinance	Complete	Completed
MPD5	Align economic development incentives and programs to encourage emerging sectors that align with the Guiding Values and the employment potential of residents	1-5 years	All Districts							In Progress	Ongoing
MPD6	Create "Welcome to Ypsilanti" packages for new EMU students, including web version	1-5 years	EMU						Website & PDF Authorship?		Package creation
D7	Encourage use or redevelopment of unused parking lots	2014-2019	HHS & Job Districts						Zoning Ordinance (enable)	Complete	Completed
D8	Create a 'front door' for EMU in the area created by the reconfiguration of Cross and Washtenaw	2014-2024	EMU						MDOT coordination Capital Improvements Plan		Capacity reduction & conversion to 2-way

	Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
General	G1	Establish "Aging in Place" programs	2014-2019	All neighborhoods						Zoning Ordinance (enable), Capital Improvements Plan (accessibility)	Ordinance passed 2014, Capital Improvements Plan 2015	Ongoing

LOOKING FORWARD

At the end of 2018, these planning projects remain in progress.

- An update to the Master Plan is planned. 2019 goals include housing affordability and accessibility; traffic on Hamilton, Huron, and Washtenaw; the proposed train stop; and Water Street, neighborhood updates for Bell-Kramer, and general implementation updates.
- Updates to the medical marijuana portion of the zoning ordinance, and potentially the addition of recreational marijuana provisions, as needed to further align with the state regulations.
- The Planning Commission will continue to provide review of the annual Capital Improvements Plan prior to adoption by City Council, per state act.

ACTION

The Planning Commission adopted this report at its regular December 2018 meeting and approved transmittal to City Council.



City of Ypsilanti
PLANNING COMMISSION
One South Huron Street
Ypsilanti, Michigan 48197

2019 Calendar of Meetings

The regular meetings of the City of Ypsilanti **Planning Commission** for the year of 2019 will be held on the **third Wednesday of each month**, unless a holiday falls on that date. Unless otherwise indicated, meetings will start at 7:00 p.m. in the City Hall Council Chambers (first floor) at One South Huron Street, Ypsilanti, Michigan.

Dates for 2019 meetings are as follows:

January 16
February 20
March 20
April 17
May 15
June 19
July 17
August 21
September 18
October 16
November 20
December 18

The City of Ypsilanti encourages persons with disabilities to participate and will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired, Limited English Proficiency (LEP) services, and audios of printed materials being considered at the meeting. Individuals requiring auxiliary aids or services should provide two (2) days' notice to the City, and contact the City by writing or calling the following:

City Clerk's Office
One South Huron Street
Ypsilanti, Michigan 48197-5420
(734) 483-1100

All persons are welcome to attend. For further information on the Planning Commission, contact the Planning and Development Department at the above address, or 734-483-9646, or www.cityofypsilanti.com/planningcommission.

Housing Affordability & Accessibility Committee Meeting Summary

October 3, 2018

In attendance:

Bryan Foley
Cheranissa Roach
Bonnie Wessler
Anica Madeo
Heidi Jugenitz
Desirae Simmons
Richard Murphy
Roberta Wojick-Andrews
Jim Scarletta
Patrick Gaulier
Ashley Fox

7:10pm: Heidi opened the meeting and shared that a new resource had been uploaded to the Share Drive -- a multi-family affordable housing strategy developed by the City of Detroit.

7:20pm: [TRIZ](#) “creative destruction” activity: Committee members broke up into small groups and brainstormed about what the committee could do to make sure that it achieves the worst result imaginable with respect to your top strategy or objective. Group members then examined their lists to determine whether the committee was currently doing anything that resembles the “worst” practices. Results of the small group activity are posted to the Share Drive [here](#).

7:45pm: Initial Public Engagement Proposal and Timeline: Group 2 shared a [proposed path forward](#) for initial public engagement, including the implied timeline and sub-group responsibilities. The proposal consisted of a survey for residents and a series of 2-3 forums for public input on specific affordability and accessibility strategies organized around thematic “stations.”

Feedback received: Committee members provided feedback on proposed survey questions, including removal of questions about level of “concern” about affordability/accessibility, modification of some questions for clarity and content, and addition of questions. The revised outline for the survey based on feedback is available on the Share Drive [here](#).

Committee members generally agreed that phone interviews with landlords would be a good supplement to the survey, so long as they did not consume too much time/effort. After discussion, there was general support for moving ahead with the survey and landlord interviews, since they both focus on supplementing the Committee's quantitative analysis of the housing situation/problem with qualitative information. The other proposed component, public input forums organized around potential housing strategies and solutions, would be appropriate once Group 3 had developed a "short list" of potential housing strategies and solutions.

A member of Group 1 agreed the group would develop and share definitions for different types of housing stock and basic terms (housing affordability, accessibility, quality) for use in the survey.

After discussion of the survey and public input, there was not sufficient time for group work, so it was agreed substantial time would be devoted to group work at the November meeting.

8:50pm: Heidi thanked Anica Madeo for her facilitation services and help over the past several months and expressed a hope that we would remain in touch.

There was no one in attendance for public comment.

Agenda

Planning Commission - Housing Affordability & Accessibility Committee

December 5, 2018

7:00 P.M. – 9:00 P.M., Riverside Arts Center Gallery

DESIRED OUTCOMES

1. Share progress on survey dissemination & landlord interviews
2. Discuss interest/plans for canvassing @ DIYpsi/First Friday
3. Discuss updates from subgroups and areas for committee support
4. Revisit Timeline
5. Allow time for subgroup work (data analysis planning, strategies & solutions)

AGENDA

Welcome, Introductions, and Approval of Minutes

Facilitation: Desirae

Note-taking: Nathanael, Ashley

Came to order 7:08PM

Ashley, Elias, Toi, Nathanael, Heidi, Matt, Amber, Mike, Desirae, Patrick

Rod, Amory (public)

Minutes approved (voice vote unanimous)

Working Group Updates/Questions/Next Steps

- Public Engagement

Survey dissemination (Nathanael)- 235 have done the online survey. Follow up on the drop-off of hard surveys. Nathanael has list. Discussion of distribution of the boxes and surveys. We need to check in at city hall to see if we have enough surveys for distribution.

Possible First Friday and DIYpsi Survey Distribution -- contingent on whether we have enough surveys. Dez, Nathanael, and Toi will coordinate canvassing.

Amber sent out surveys today via listervs (barrier busters, DAY, REDY) and social media and through EMU. Everyone is highly encouraged to send out emails through their network.

Keep surveys live and decide at next meeting when to close meeting. Different subgroups (such as data synthesis and strategies group) have an interest in the surveys. Mike

suggested one month window after survey closes and to do data entry. We will need to find volunteers to do this work.

Landlord interviews (Jim)- Jim isn't present, but one of the completed surveys was filled out and hard copies are distributed to committee. Amber spoke with Jim today and talked about issue of rent increase (practice of marginal rent increases for renewing tenants)

Follow-up

- Ashley - Mauer
 - Desirae - Roberta, possible others
 - Is anyone else interviewing landlords?
-
- **Data Synthesis** - group met this Sunday. Group compiled one-page summary sheet with problem statements. Need to answer further questions about data and have a deeper dive into data. Mike read problem statements developed by subgroup. Group will do further work refining problem statements and draw from various data sources (including surveys). Group plans to make bibliography and list of definitions. Hope that problem statements will match solutions formulated by strategies subgroup. Toi noted that problem statements were rather general and would like to see greater detail. Subgroup agreed with Toi and noted that the next phase would be to add further detail and analysis for each problem statement. This work could eventually lead to a report with recommendations. Heidi recommended that the first problem statement take in mind the variety of perceptions on how much of a crisis housing is. Toi recommended that we focus more on hard data than perceptions. Perhaps an opening statement discussing why we are talking about all this. Ashley recommended comparing Ypsi to other towns in the region. Amber asked where this group is pulling info from. Right now it's primarily from the former subgroup presentations from the summer. The group is looking to identify gaps and later on group will look at survey.
 - **Strategies** - Group met to discuss pros and cons of various strategies compiled in their spreadsheet. Group is about in middle of process to rank which strategies were best, most effective, and deserve higher priority. Group thinks that they can bring these strategies to larger committee at next meeting. There was discussion within the group of different types of programs and strategies for certain things, like public land, and in terms of feasibility and other factors. Heidi encouraged to keep ideas on the table even if there isn't much of a precedent for them or if they feel pie-in-the-sky. Desirase recommended evaluating what strategies are more near term or far term. The list of strategies so far is pretty comprehensive, but there are possible gaps. Matt drew from stuff on share drive. ///put list in this doc///

Committee Timeline for Work & Process

7:40 p.m.

Desirae pulled up timeline that we decided on during a previous meeting. We are off that schedule, so we will need to decide what to do.

Early work will be data entry in January.

Idea for public event(s) in months afterwards.

Nathanael suggested we take a big picture view and decide when we want to have a finished product. We should work backwards.

Toi expressed the importance of focusing our work on public engagement. Surveys should be in by Feb 1st.

Heidi: what would the product be when we have public engagement?

Toi: we would show our findings in terms of data, surveys, and our recommendations. Then we would get feedback from the public and revise our recommendations accordingly.

Desirae and Heidi brought up idea of thematic stations that people could visit during public event.

Amber: likes idea of working backwards. Would like to integrate work from presentations and public engagements. Shooting for event with themating stations in February?

Toi emphasized the importance of having all this driven by the public. The work of outreach can be done by a smaller group. We need to start thinking about who we will invite to public engagement events. Toi was concerned that world cafe discussion happens within smaller, more insular groups, rather than larger group. Heidi agreed that that was a good point and suggested that it's good to have both smaller and larger group discussions.

Heidi pointed out how city processes typically require public hearings. Multiple sessions and formats are good.

Ashley seconded Heidi's idea that we will need multiple sessions and formats are good.

General consensus toward having meetings in February (maybe March) and at various possible locations.

Mike doesn't feel that our timeline is super clear, but feels that data synthesis and strategies subgroups can give us a solid grounding in time for preparing for events. Mike prefers starting outreach events in March.

Toi feels that we are already largely where we need to be and prefers starting in February.

Nathanael suggested that public outreach subgroup to a lot of the legwork. Nathanael recommends that public outreach group meet first week or so of January before next committee meeting.

August 21, 2018

Amber recommends entertaining one meeting date and then outreach subgroup would hash out further details.

Matt brought up that Jim is tasked with project management, and that Jim should be engaged in facilitating communication between groups.

Desirae notes that there is overlap between the outreach group and the other subgroups that when the outreach group meets it would be sensitive to the needs of the other groups.

Nathanael can coordinate when outreach group meets next.

Zoning Text Amendment Re: Occupancy Cap

8:20 p.m

Subgroup has been formally tasked with considering this amendment. It seems that strategy group would be the most natural group to look at this item.

Heidi volunteered to look at the zoning code and parse it out in more intelligible terms and share with committee.

Nathanael noted that zoning is something that we should be giving more attention. There has been discussion by some whether the amendment would be better citywide than in just CN zones.

Desirae pointed out that the packet on this pointed out that our subgroup would be good to address this because public engagement is part of our process.

Subgroup Check-Ins

8:30 p.m.

When to meet next?

Jan 3 - Outreach meeting - cast as wide a net as possible and invite entire committee to come, reserve room

Jan 10 - Committee meeting

Feb 6 - Committee meeting

Public Comment

8:50 p.m.

Rod - Greg Pratt helped organize a meeting with the Democratic Socialists and there were 60+ people. Lots of people are energized.

Ypsilanti Non-Motorized Advisory Committee Meeting Minutes - November 1, 2018

1. Call to order - The meeting was called to order at 7:07pm at the Ypsilanti District Library, 229 W. Michigan Avenue. Attending was Sarah Walsh, Bob Krzewinski and Jared Talaga.
2. Introductions - Audience participation- Public input - None.
3. General business
 - a. Agenda approval - A motion was made by Sarah, seconded by Jared, to approve the agenda and was approved unanimously.
 - b. Approval of September meeting minutes (no October meeting) - A motion was made by Sarah, seconded by Jared, to approve the minutes and was passed unanimously.
 - c. Additional Committee member recruitment – Bob still sending out communications asking for volunteers.
4. Old & continuing business
 - a. 2018 Committee priorities
 1. Bike lane projects
 - Harriet, Spring, Factory, Maus (First to Emerick) – No new updates.
 - West Cross (Wallace to western City limit) –This reconstruction project, as per the City Complete Streets ordinance, will need to be approved by the Planning Commission. Jared, as a Planning Commission member, will notify the Committee of any new developments.
 2. Sidewalk projects
 - Relmagine Washtenaw update - No new updates.
 3. General projects
 - Non-Motorized Plan update completion – Jared will notify Sarah and Bob when the new draft is available.
 - I-94 Huron Street crossing (along with traffic calming on Huron-Hamilton-Washtenaw) - involves MDOT jurisdiction areas - No new updates.
 - Border To Border Trail completion – No new developments.
 - Bike Friendly/Walk Friendly applications follow up - *BFC City Hall sign, WFC reapplication* - No new updates.
 - Public education/communications (Committee newsletter, social media, snow/vegetation removal) – Bob placed some information on the Committee Facebook page about the Michigan 3-foot passing law taking effect the end of September and shared with a few area discussion groups. Bob will do further education efforts in the future.
 - Pedestrian safety improvements (signage/markings) - No new updates.
 - Traffic calming (additional bump-outs, more radar speed signs, speed bump policy) - involves MDOT jurisdiction area - No new updates.
5. New Business
 - a. Planning Department update - None.
 - b. 2019 Committee priorities – Time was spent reviewing 2019 priorities. Bob will revise a draft document listing potential priorities and send them out to the Committee.
 - c. Halloween Library safe trick-or-treating (report) – As in past years, the Committee had a table at the annual Downtown Halloween Festival on October 26 where lighted wristbands (courtesy of the Ann Arbor Area Transportation Authority) were distributed along with safe trick-or-treating flyers.
 - d. Winter bicycling talk – Bob will hold at least one cold weather bicycling talk in early December.
 - e. Snow removal promotion - Bob will post on the Committee's Facebook page, as well as share with neighborhood groups, information about the City's sidewalk snow removal ordinance once a snow event takes place that will result in more than 1-2 inches of snow.
6. Other Items – Announcements – None.
7. Adjournment - A motion was made by Sarah, seconded by Bob, to adjourn the meeting at 8:10pm. The next meeting will be Thursday, December 6th, 7pm at the downtown Library.

City of Ypsilanti Non-Motorized Advisory Committee Meeting Minutes December 3, 2018

1. Call to order - The meeting was called to order at 7:07pm at the Ypsilanti District Library, 229 W. Michigan Avenue. Attending was Sarah Walsh and Bob Krzewinski.
2. Introductions - Audience participation - Public input – The Committee will invite both the Planning Commission Chair and May to future meetings.
3. General business
 - a. Agenda approval – A motion was made by Sarah, seconded by Bob, to approve the December meeting agenda.
 - b. Approval of November meeting minutes - A motion was made by Sarah, seconded by Bob, to approve the November minutes.
 - c. Committee Bylaws
Committee member terms: The term of office for both Sarah and Bob expire on January 31, 2019 and both are willing to serve another two-year term. As per the Committee bylaws, the request for reappointment will be forwarded to the Planning Commission for action.
 - d. Additional Committee member recruitment – Bob will continue to work on new Committee members. Related to this issue, the Committee will try meeting on the first Wednesday of each month for a limited time to see if this would help with recruitment.
4. Old & continuing business
 - a. 2018 Committee priorities
 1. Bike lane projects
 - Harriet, Spring, Factory, Maus (First to Emerick) – In 2019 Harriet Street, from Hamilton to Huron, is expected to be repaved. Committee members discussed traffic calming for this section, with two traffic lanes, a center turn lane, parking on the north side of Harriet and bike lanes.
 - West Cross (Wallace to western City limit) – Awaiting Complete Streets ordinance review date by the Planning Commission.
 2. Sidewalk projects
 - Reimagine Washtenaw update – No update.
 3. General projects
 - Non-Motorized Plan update completion – No update.
 - I-94 Huron Street crossing (along with traffic calming on Huron-Hamilton-Washtenaw) - involves MDOT jurisdiction areas – The MDOT Road Safety Audit was discussed.
 - Border To Border (B2B) Trail completion – The Bike Repair Station, donated by the Friends of the B2B Trail through an REI grant, is up at the south Trail Heritage bridge plaza. Also, a bike parking hoop, donated by the Friends, was also installed in the plaza. There is expected to be a review of a proposal by the Washtenaw County Parks & Recreation Commission for B2B improvements on Grove Road and Frog Island Park at the joint City Council & City Parks Commission meeting December 11th at the Senior

Center. Sarah will make a statement showing Committee support for these improvements.

- Bike Friendly/Walk Friendly applications follow up – No update.
- Public education/communications (Committee newsletter, social media, snow/vegetation removal) – The Committee will continue work on a 3-foot passing law education campaign with an emphasis on spring 2019.
- Pedestrian safety improvements (signage/markings) – No update.
- Traffic calming (additional bump-outs, more radar speed signs, speed bump policy) - involves MDOT jurisdiction area – No update.

5. New Business

- a. Planning Department update – No City action on a Washtenaw County Health Department grant application for a bike repair station at the Parkridge Community Center. Bob will contact the Washtenaw Bicycling & Walking Coalition who offered to pay ½ the cost of the station. Committee learned about additional bike racks being installed from the City Managers newsletter to Council. 2019 street paving plans include sections of Congress, Huron between Cross & Forest (a possible B2B Trail connector), and Harriet between Huron and Hamilton (also a potential B2B Trail connector).
 - b. 2019 Committee Priorities – A motion was made by Bob, seconded by Sarah to approve. List will be sent to the Planning Commission and City Council.
 - c. Winter bicycling talk – Bike Ypsi planning on such an event before their December 17th Holiday Lights ride.
 - d. Snow removal promotion – Mayors 11/30 Newsletter stated that there would not be any more sidewalk snow removal “warnings”, just citations. The Mayor also point out that uncleared sidewalks essentially makes the elderly and wheelchair users housebound. The Committee will also post snow removal ordinance information in neighborhood Facebook and Nextdoor social media after a major snowfall.
 - e. Committee Annual Report – Bob will work on this to present to the Planning Commission and City Council no later than January.
 - f. 2019 City Budget – Bob will talk to City Council member Pete Murdock about City non-motorized funds and expenditure process.
 - g. Other –Next Traffic Review Committee meeting – 12/20, 3pm.
6. Other Items – Announcements – The next Committee meeting will be Wednesday, January 2 at the downtown Library main floor meeting room. February meeting may not be held due to Committee members being out of town.
7. Adjournment – A motion was made by Bob, seconded by Sarah, to adjourn. The meeting adjourned at 7:50pm.

City of Ypsilanti Non-Motorized Advisory Committee 2019 Committee Priorities

1. City Non-Motorized Plan – Complete update by February 2019.
2. Sidewalk curb cut inventory & improvements.
 - Create a City Curb Cut master list to include whether each cut is ADA compliant or not.
 - Create an annual City Curb Cut Priority List
3. Pedestrian Improvements – Signage, road markings, permanent radar speed signs at select locations, traffic calming.
 - Continue current efforts with MDOT on in-City State Route pedestrian improvements (i.e. Huron, West Cross, Washtenaw, Hamilton, Michigan).
 - Install permanent (i.e. solar powered) radar speed signs at locations with a high incidence of speeding including both directions on Cross Street in Depot Town and southbound Prospect at Holmes.
 - Install speed limit sign on eastbound E. Cross Street between Rice and Huron.
4. Bike Lanes – West Cross Street, Harriet/Spring/Factory/Maus.
5. Communication – Non-Motorized Advisory Committee recognized to be a part of non-motorized project planning. Invite Mayor, City Council members to Committee meetings, quarterly Non-Motorized Committee newsletter.
6. Non-Motorized City budget – Determine yearly, non-motorized project funding amount available. Committee involvement in CIP review and non-motorized project funding disbursement decisions.
7. Bike Boulevard (also referred to as a neighborhood greenway, neighborway, etc.) low-speed street which has been "optimized" for bicycle & walking traffic. Potential projects: Adams (Harriet to Jarvis), Pearl (Hamilton to Mansfield), 2nd Avenue (Michigan to Watling).
8. Border To Border (B2B) Trail gap completion and enhancement.
 - Support City and Washtenaw County Parks & Recreation Commission efforts to complete the Trail through the City.
 - Install "State Law – Stop For Pedestrians In Crosswalk" signs at mid-block B2B Trail crossing of Cornell Street between Collegewood and Mayhew.
9. Walk Friendly Community application submitted.
10. Sidewalk/Curb Cut snow removal promotion by Committee.
11. Events – B2B Trail walks, cold weather cycling talks, Parkridge Festival, Halloween safe trick-or-treating.
12. Dockless bicycle/scooter policy/ordinance by City.

From: [Bob Krzewinski](#)
To: [Joseph Meyers](#); [DDA Mark Teachout](#); [Jared Talaga PC](#); [Murdock, Pete](#); [Cynthia Kochanek](#); [NMAC Sarah Walsh](#); [Planning Commission - Matthew Dunwoodie](#); [Bonnie Wessler](#)
Subject: City Non-Motorized Advisory Committee - December Meeting Minutes, 2019 Priorities, Committee Reappointments
Date: Thursday, December 13, 2018 3:26:13 PM
Attachments: [NMAC Meeting Minutes - December 2018.pdf](#)
[2019 Draft Priorities.pdf](#)
[By-Laws Change 2016.pdf](#)

Attached are the meeting minutes for the December Non-Motorized Advisory meeting as well as the Committee's 2019 priorities.

Concerning the priority list, if this could be included in the December Planning Commission meeting agenda it would be appreciated. I plan to attend the Commission meeting and would like to request a short period of time to talk about the list.

One last thing would be that both Sarah Walsh and my term on the Non-Motorized Advisor Committee expire on January 31, 2019 and both of us would like to serve another two-year term. Committee members, according to our Committee Bylaws, must be approved by the Planning Commission and it is requested that the reappointment of Sarah and myself be approved at either the December or January Commission meeting. Thanks!

Bob Krzewinski