

1. Agenda

Documents:

[01-MARCH 2019 AGENDA.PDF](#)

2. Full Packet (One Pdf)

Documents:

[00- MARCH 2019 FULL PACKET.PDF](#)

3. February Draft Minutes

Documents:

[02- 2-20-19 DRAFT PLANNING MEETING MINUTES.PDF](#)

4. 9 Casler: Conditional Rezoning (CN-Mid To CN)

Documents:

[03- 9 CASLER.PDF](#)

5. 534 N Huron: Site Plan Update

Documents:

[04- KEG.PDF](#)

6. Bylaws Revisions For Discussion

Documents:

[05- PC RULES OF PROCEDURE AND BYLAWS - DRAFT 2018-12-03.PDF](#)

7. Non-Motorized Advisory Committee Items

Documents:

[06- NMAC.PDF](#)

8. Housing Committee Items

Documents:

[07- HOUSING.PDF](#)

Agenda
Planning Commission
Wednesday, 20 March 2019 – 7:00 P.M.
City Hall – Council Chambers, 1 S Huron St
Ypsilanti, MI 48197

I. Call to Order

II. Roll Call

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

III. Approval of Minutes

- February 20, 2019

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: Conditional Rezoning
Rezoning: Tabled from 1/2019 due to offer of conditions.

VI. Old Business

- 534 N Huron: Site Plan Update
Site Plan Update: Per PC condition of site plan/special use approval, revised site plans are being presented to PC due to a denial of a requested variance.

VII. New Business

- Bylaws discussion: Conflict of Interest update

VIII. Future Business Discussion / Updates

IX. Committee Reports

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

X. Adjournment

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- III. Approval of Minutes**
- February 20, 2019

**PLANNING COMMISSION
MEETING MINUTES
February 20, 2019
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. Talaga, H. Jugenitz, J. Donnelly, P. Hollifield, T. Dennis
J. McGadney (late)

Absent: M. Simmons (excused)

Staff: Bonnie Wessler, City Planner
Sarah Stachnik, Planning Intern

III. APPROVAL OF MINUTES

Commissioner Hollifield moved to approve the minutes of December 19, 2018 (Support: Jugenitz) and the motion carried unanimously.

IV. AUDIENCE PARTICIPATION

None

V. PRESENTATION AND PUBLIC HEARING ITEMS

1. 307 N River – Site Plan Review

Commissioner Jugenitz recused herself from 307 N River discussion as she owns property adjacent to the site. She left the room for the staff review, public comment, and deliberation.

Planner Wessler noted that this is an item that has come to Planning Commission in April and then in October. It is a request for site plan approval of improvements already made. The unusual layout of the site present challenges for parking placement, landscaping, buffer, and sidewalk requirements. Photo is not a typical street presenting challenges. There are currently many parking issues on the lot. Staff noted that there is room for improvement with the existing layout and asked about the rational for the existing layout with parking on the north side. Staff recommended denial based on the number of variances and conditions needed.

Chair Dunwoodie asked for clarification about the building type. Staff clarified that it building type is dictated by lot size and not the type of building. Dunwoodie asked about the possibility of variances and staff read out conditions of variance approval.

Mark Wright, Architect – noted that they did not want the parking to dictate site layout. If there was not a big need for parking, he would not be pursuing additional parking. He wanted clarification about what waivers they are likely to get from planning commission in terms of sidewalk, parking, and dumpster requirements.

Ryan Wallace, Applicant – wanted to be on record talking about parking in Depot Town. Parking is a massive issue in Depot Town with the economic development happening in the area. There was a parking issue before Cultivate moved in. He observed that non-Cultivate patrons also use their parking lot. They have seen little action from the city and there is a greater concern from the community about the lack of parking. He is shocked that new businesses coming in are not required to have parking. He would prefer to expand the beer garden rather than provide parking, but believes that having parking is offering something to the town and that the area needs more parking in the long term.

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

Janel Sterling – Photo St – owns property adjacent to the lot. She asked for clarification of the process because Cultivate did not present site plan before opening. The changes have impacted everyone. She voiced a number of concerns about the parking, noise, and dumpster location. She has noted that people park in front of her house and fire hydrant, idle, and removed the no parking sign. There is no separation between parking and the street. There are lots of noisy, outdoor performances. She does not know when else she and other residents will be able to voice their concerns and comment on the site plan. She recognized that they have site challenges, but they do not want to get pushed out of their home. *Also noted there is street parking on Photo Street right now, contrary to the site plan.*

Douglas and Rita Allen – 301 River, south of Cultivate – was really concerned about the noise. He lives right next door and does not want to be pushed out from the noise pollution. The decibel is constantly above the allowed level. They have called the police, but the next night there is the same problem. The events are happening more frequently and they are losing renters because of the noise. He thinks all amplified performances should stay inside. They also find Cultivate patrons parking in their tenants' parking lot.

Wylie – 229 N River – wanted to address parking issue. He was concerned about where the tenants and patrons of the Thompson building are going to park, if there is already a parking issue. His tenants already have to park on the street. Parking is really bad in the area and the City needs to do something. He agreed that amplified entertainment should be inside and acknowledged that residential and commercial uses are always an issue.

Commission Hollifield moved to close the public comment (Support T. Dennis) and the motion carried unanimously.

Chair Dunwoodie asked about the parking requirement for the district. There is no parking required. His biggest concern is that the parking is done safely. Applicants handed out updated site plans. Staff has not reviewed the new site plan and thus proposed conditions have not been updated.

Planner Wessler responded to the public comment about the process. In the Center District, a site plan review is not required for a change of use, but is needed for the beer garden.

Commissioners discussed challenges of parking, dumpster location, and sidewalks. Chair Dunwoodie asked why staff recommended denial rather than tabling. This was to move it to the table to discussion. If the Commission does deny the site plan there is no restriction for when they can reapply.

Commissioner Talaga motion to deny will the following findings:

1. The development proposal does not conform to all the provisions and requirements, nor the spirit and intent, of the Zoning Ordinance and the Master Plan, per §122-311(b).
2. The elements of the site are not harmoniously and efficiently organized per §122-311(c). The layout of parking relative to Photo Street and the entrances promotes vehicle and pedestrian conflict, and encourages illegal on-street parking while making adequate signage difficult to place and enforce and impeding the transit of emergency vehicles. The placement of the outdoor assembly area adjacent to multifamily residential and the Historic Corridor district to the south, rather than to the north of the building adjacent to a commercial parking area and far fewer residents, zoned Center, promotes conflict.

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

Commissioner Jugenitz returned to the Chambers.

Commissioner Dennis asked about the noise issue. Staff noted that the noise ordinance should be sufficient and the enforcement seems to be the issue. A vegetative barrier and site reconfiguration are two options to reduce the noise pollution. A solid wall would be limited to six feet and would be seen by the Historic District Commission. Residents expressed concern that nothing would change in the short term and want to know what their options are, and what is required of the applicants. As long as the applicants are moving towards compliance, it remains an enforcement issue.

2. Commercial Sales and Commercial Recreational Use of Firearms

Planner Wessler stated that this is a follow-up from last meeting. Staff mapped the proposed distances and started to remove elements to make sure the uses were not “zoned out.”

Staff recommended Option 4, allowing Firearms Sales Establishments as a Special Use in GC and S/Res (special use when adjacent to residential, otherwise permitted) in PMD, with the following locational restrictions:

- 500' away from public parks, daycare centers, grade schools, Eastern Michigan University, and the Center District;
 - 300' away from pawn stores or secondhand goods dealers;
 - 300' away from a store less than 15,000 square feet with sales of alcohol, or a bar/lounge.
- Thoughts about adding language.

Staff further recommended that the Planning Commission evaluate whether a buffer distance from other firearms sales establishments of 300', 500', or 1,000' might be desirable. Staff

recommends 1,000', as this distance generally permits one establishment per available neighborhood, preventing an overconcentration of uses.

Commissioner Jugenitz asked about the rationale between differentiating between uses for buffering. The difference is between outdoor assembly (500') and distances between recreational intoxicants and uses that could become firearms sales like pawn stores. The buffers go from lot line to lot line and only allow one establishment per parcel. Other cities either don't regulate firearms at all or have 1000' buffer which would be difficult in such a small city.

Chair Dunwoodie proposes that they add an additional 1,000' buffer between firearms sales and ranges- between all facilities. Commissioner Jugenitz is okay with option 3 with that addendum. Commissioner Dennis is in favor of the most restrictive option and is concerned that the only locations for gun ranges are on the south side.

Commissioner Jugenitz made a motion that Planning Commission recommend that City Council approval of the Text Amendment: Firearms Amendment Option 4 with an additional a 1000' buffer between firearms establishments, with the following findings.

1. The amendments are consistent with the guiding values of the Master Plan.
2. The amendments are consistent with the intent of the zoning ordinance.
3. The proposed amendment will enhance the functionality and character of the future development in the City.
4. The proposed amendment will protect the health, safety, and general welfare of the public.
5. The proposed amendment will not result in the creation of nonconformities.

Further, staff recommends that Planning Commission recommend that City Council direct staff to review Chapter 82 and provide recommendations regarding limiting the acceptance of firearms by secondhand goods establishments within the City.

The motion was supported by Commissioner Hollifield. A roll call vote was taken and passed 5-2. (T. Dennis and J. McGadney oppose).

3. 708 Peal – Site Plan Review

Planner Wessler noted that this is a resubmittal of a previously approved and expired site plan. Staff is recommending approval.

Todd Ballou, Architect – 3300 Berry Road – noted that in the last site plan they did not have a sidewalk. That has been accommodated. He also noted that because there is not barrier free unit, there is not a requirement for a barrier free space per the building code. They have the space, it is just a striping issue. Commissioner Jugenitz explained that there has been an effort by planning commission to accommodate barrier free parking where possible.

Commissioner Talaga moved to open the public hearing (Support: H. Jugenitz) and carried unanimously. Seeing none, Commissioner H. Jugenitz moved to close the public hearing (Support: J. Talaga) and carried unanimously.

Chair Dunwoodie noted that he was happy to see the sidewalk. No other thoughts or concerns.

Commissioner Dennis moved to approve the Site Plan for the Pearl Street Fourplex at 708 Pearl St with the following finding, waiver, and conditions:

Finding

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

Waiver

1. A waiver from one street tree due to the location of the utility pole.
2. A 20% parking reduction to allow applicant to provide 1 barrier free parking space.

Conditions

1. Applicant to provide one barrier free space in the parking lot.
2. Site plan approval is subject to engineering conditions.
3. Any new and existing landscaping is to be maintained in good condition by the owner.

Motion was supported by Commissioner Talaga. Roll call vote was taken and carried unanimously.

VII. NEW BUSINESS

1. Conflict of interest

Due to some recent developments, there has been a growing desire to clarify the conflict of interest boundary for Commission members residing in proximity to projects seen by planning commission. The bylaws lack specificity. Staff has seen other communities use the noticing boundary (300') as determined by the state.

Commissioner Jugenitz has seen some language that specifies the effect on property value. This would mean that Commission members would not have to recuse themselves for smaller projects, like 708 Pearl. Staff will look into language to amend the bylaws.

VIII. FUTURE BUSINESS DISCUSSION/UPDATES

Conditional rezoning for 9 Casler.

IX. COMMITTEE REPORTS

1. Non-motorized Committee Report

Committee Member Bob Krzewinski provided an update about their input on the shared mobility ordinance. There is a necessity to have an ordinance to deal with bike sharing and scooters. The proposed ordinance did not have any Committee input and was focused on these larger companies that need to be regulated. The Commission created a one page sheet of recommendations that was distributed. They include: cash payment system to not exclude people without smart phones, consider local businesses that do bike share, create ways to have permit fee revenue to fund non-motorized efforts, and prepare for the completion of the Border to Border trail which will likely increase ridership. The Committee wanted to forward their

feedback to Council and Mr. Barr, the Attorney. There is still a question about who initiated the ordinance.

2. Master Plan – Housing Affordability/ Access subcommittee report

Commissioner Jugenitz noted that they are still analyzing survey data. They have had 600 total responses and are still trying to get some more electronic surveys to Ypsilanti Community School list serve. There is an underrepresentation from males, African American and black respondents, and renters. Jugenitz also noted that there are a few public input sessions coming up. They will be “World Cafes” with accessibility and affordability themes. Small groups will go around and work through five problem statements and provide feedback on potential strategies and solutions. One event will be on Monday, March 18th at the Riverside Arts Center Gallery. Another event will be on Tuesday, March 12th, locating TBD. Third event will be an open forum in early April. They are finalizing promotional material within the next week.

VIII. Other

Staff handed out letters about 220 N Park, physical copies of an email sent out.

Commissioner Jugenitz asked for a refresher regarding enforcement of special use applications. Staff explained that typically a violator is notified and given a timeline. Performance bonds are sometimes issued if a project is nearly finished so they can get a certificate of occupancy. If the applicant is not working towards compliance they can be issued a daily fine of \$500. Commissioner Jugenitz noted frustration about not being able to people an answer because issues about enforcement are not under their purview.

Commissioner Talaga proposed adding a recommendation that Planning Commission to give further information to applicants when a project is tabled or denied. Staff noted that generally speaking, the findings in a motion to deny and the discussion around tabling provide information to the applicant.

X. ADJOURNMENT

Since there was no further business, Commissioner Hollifield moved to adjourn the meeting (Support: J. Talaga) and the motion carried unanimously. The meeting adjourned at 9:16 pm.

Agenda
Planning Commission
Wednesday, 20 March 2019 – 7:00 P.M.
City Hall – Council Chambers, 1 S Huron St
Ypsilanti, MI 48197

V. Presentations and Public Hearing Items

- 9 Casler: Conditional Rezoning
Rezoning: Tabled from 1/2019 due to offer of conditions.



Memo

To: Planning Commission
From: Bonnie Wessler, City Planner
Date: 14 March 2019
Subject: 9 Casler, Conditional Rezoning

Our ordinance provides for a type of rezoning, referred to as a conditional rezoning. In this type of rezoning, the applicant freely and unprompted offers conditions upon the rezoning. These conditions can include use restrictions, or non-use conditions (build a wall, add landscaping, etc) that go beyond what would otherwise be required for normal development- that is, someone would not likely be successful with an application wherein they simply offered to do what would otherwise be required. Ordinance section 122-362(c) also provides additional standards for conditional rezonings.

During Planning Commission deliberation of the initial rezoning application, the applicants freely offered to restrict the future use of the property such that it could not be used as apartments. Planning Commission tabled the application, so that staff and legal counsel could review the conditions offered, and that the applicant could prepare the proper forms. Staff's review is below. Staff's original review, as well as additional information from the applicant, from other departments, and the applicant's formal offer of conditions, is appended.

STANDARDS FOR AMENDMENTS

§122-362(c)

(c) Conditional Zoning Map Amendment. For a change in the Zoning Map with voluntary conditions, the Planning Commission shall consider and the City Council may consider, whether the proposed rezoning and voluntary conditions meet the following conditions:

(1) The voluntary conditions are first offered and heard at a public meeting.

These conditions were first offered at the December 2018 regular Planning Commission meeting.

(2) The rezoning and voluntary conditions are 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. The restriction from apartments ("dwelling, multifamily") restricts not only a use that is permitted in the CN district, but also restricts a use that is permitted- albeit to a lesser extent- in the current CN-Mid district.

- (3) *The rezoning and voluntary conditions are consistent with the description and purpose of the district of the property.*

The voluntary conditions limit one of the primary distinctions between CN and CN-Mid- multifamily housing. In the CN-Mid district, properties may have up to two units per building by right, and four with a special use permit. In the CN district, properties may have up to four units per building by right, and more than that with a special use permit. The proposed conditions would prohibit these uses, but not limit the other additional commercial uses that might be possible with a CN zoning designation.

- (4) *The rezoning and voluntary conditions sustain the site's physical, geological, hydrological and other environmental features with the potential uses allowed in the proposed zoning district.*

The site is adjacent to a steep slope and near a natural spring; any construction (new or addition/expansion) would have to be carefully reviewed and managed.

- (5) *The property proposed to be re-zoned can accommodate the requirements of the proposed zoning district and voluntary conditions.*

The property would be unlikely to be particularly successful as a carry-out &/or delivery restaurant or a café or coffee shop, largely due to its location and the challenging flow of traffic through the area.

- (6) *All the potential uses and building types allowed in the proposed zoning district under the voluntary conditions 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. The CN district provides for a wider array of commercial uses via Special Use Permit.

- (7) *The capacity of City infrastructure and services are sufficient to accommodate the uses permitted in the requested district under the voluntary conditions without compromising the health, safety, sustainability and welfare of the City.*

City capacity is sufficient.

- (8) *The rezoning and voluntary conditions will not be detrimental to the financial stability and economic welfare of the City.*

It will not be detrimental.

- (9) *The rezoning and voluntary conditions will not 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/supportive housing, citing increased traffic and poor management.

- (10) *The rezoning and voluntary conditions are consistent with the trend of development in the neighborhood or surrounding area.*

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

- (11) *The voluntary conditions bear a reasonable and rational relationship to the property for which rezoning is requested.*

They do.

- (12) *The voluntary conditions shall run with the land, and may only be removed or changed through another act of rezoning.*

This can be noted explicitly in the agreement.

ATT: BONNIE
WESSLER
(3) PAGES

AFFIDAVIT BY OWNER AND STATEMENT OF CONDITIONS

The Affiant, Kirk Winnega, being duly sworn states as follows:

1. Affiant is a single man residing at 2549 Hounds Chase Iron MI and is the individual Owner of real property commonly known as 9 Casler Street, Ypsilanti Michigan 48197-5501, more legally described as:

Commencing at the South line on Lot 7, A, Larzelere's Addition to the Village (now City) of Ypsilanti, as recorded in Liber N of Deeds, Page 194, Washtenaw County Records, two chains, sixteen links South 45 degrees East of the Southwest corner of Lot 7; thence North 47 ½ degrees East, 70 links; thence North 86 ½ degrees East 1 chain, 74 links to the West side of an alley; thence along the West side of said alley South 9 degrees West 1 chain; thence South 79 degrees West to the North side of a street, 1 chain, 45 links; thence North 45 degrees West along the North line of said street 1 chain to the Point of Beginning.

Tax ID # [REDACTED]

(hereafter the "Subject Property").

2. All references contained herein to the City of Ypsilanti Zoning Ordinances, Chapter 122, shall be in reference to the ordinances approved by City Council on December 16, 2014 and last updated on April 20, 2017 and shall be referred to as "YZO Section ____."
3. Affiant is making this Affidavit to give notice that the Subject Property shall be subject to certain conditions and restrictions as contained herein and in connection with a rezoning application submitted by Affiant as attached as Exhibit A to use the Subject Property as "Supportive Housing" defined in YCO Section 122-548.
4. The Subject Property is currently zoned Core Neighborhood-Mid (CN-Mid) as defined by the YZO Section 122-400, 122-401 and 122-435 et seq. This Affiant has submitted a rezoning application to request the Subject Property be rezoned to Core Neighborhood (CN).
5. This Affidavit by Owner and Statement of Conditions and any restrictions or conditions contained herein shall only become effective upon approval of the Affiant's rezoning application to zone the Subject Property to Core Neighborhood (CN) and may only be recorded upon a certification of the minutes approving the rezoning application by Affiant attached as Exhibit A.
6. Upon recording, this Affidavit shall serve as an agreement of affiant to be bound by the Statement of Conditions regarding the Subject Property and such conditions shall be valid restrictions on and run with the land and be binding upon affiant, his heirs, successors and assigns and all subsequent owners, purchasers, and anyone with an interest in the Subject Property subject to the conditions stated below.
7. Affiant agrees and warrants that Affiant is the individual sole owner of the Subject Property and that Affiant has voluntarily offered and consented to the following restriction for use of the Subject Property as inducement to approve the rezoning application attached as Exhibit A: the Subject Property shall not be used as a building provided, leased or rented to individuals, families or groups for unassisted living space, or as an "Apartment Building Dwelling, Multi-family" so long as the Subject Property remains zoned CN and so long as "Apartment Building Dwelling, Multi-family" is defined

by YZO Section 122-473-203 as "a building designed for and occupied by three or more families living independently with separate housekeeping, cooking, and bathroom facilities for each." Apartment Buildings are generally multiple-story multi-family 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."

8. This restriction shall not preclude Affiant and/or any subsequent owner from using the Subject Property in full compliance with all state laws and city ordinances for any other use that is permitted by the zoning or applicable to the Subject Property, including but not limited to "Supportive Housing" as defined by YZO Section 122-548203 as: "facility that provides housing for twenty-four (24) hours per day and supportive services designed to assist residents with improving daily living skills, securing employment, rehabilitation, or obtaining permanent, independent housing. Supportive housing is not intended for short-term, emergency housing and care, but rather longer periods ranging from a few months to a few years. Supportive housing is distinguished from a hospital or other health care environment, and facilities regulated by the State of Michigan as State licensed residential facilities. This definition shall not include fraternities, sororities, dormitories, adult foster care facilities, group homes, nursing homes, substance abuse treatment facilities, emergency shelters, individuals utilizing tenant-based or homeownership-based voucher funding through the U.S. Department of Housing and Urban Development, community correctional facilities, and housing for the rehabilitation of former occupants of correctional facilities."

9. Affiant agrees to obey the YZO and the conditions set out above and is on notice of and is familiar with YZO Section 122-375 that provides: Division 6: Violations and Penalties. Sec. 122-375. Violations and Penalties. (a) Public nuisance. Any building or structure which is erected, altered, converted, or used, or any use of premises or land which is begun or changed subsequent to the passage of this chapter and in violation of any of the provisions of this chapter is hereby declared to be a public nuisance per se, and may be abated by order of the City Council, subject to appeal to any court of competent jurisdiction. (b) Blight Violation. A person who violates any provision of this chapter is responsible for a blight violation, subject to payment of a civil fine and costs as set forth in section 71-73. Repeat offenses under this chapter shall be subject to increased fines and costs as set forth in section 71-73. A person who violates this chapter is also subject to enforcement by the procedures, costs, and penalties set forth in Section 1-15 of the Ypsilanti City Code for blight violations. (c) Owner responsibility. The owner of any building, structure or premises or part thereof, where any condition in violation of this chapter shall exist or shall be created, and who has assisted knowingly in the commission of such violation, shall be guilty of a separate offense and upon conviction thereof shall be liable for the fines provided in this chapter. (d) Each day separate offense. Each and every day during which a violation of this chapter shall exist shall constitute a separate offense. (e) Rights and remedies are cumulative. The rights and remedies provided in this chapter are cumulative and are in addition to any other remedies provided by law. (f) Rights and remedies preserved, no waiver. Any failure or omission to enforce the provisions of this chapter, and any failure or omission to prosecute any violations of this chapter, shall not constitute a waiver of any rights and remedies provided by this chapter or by law, and shall not constitute a waiver of nor prevent any further prosecution of violations of this chapter.

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10. Dated: 3-14-19

By:

Kirk Winnega

STATE OF MICHIGAN
COUNTY OF WASHTENAW)

Subscribed and sworn to before me a Notary Public, by Kirk Winnega, known personally to me, who affirmed that he has read the above affidavit and the same is true of his own knowledge and he signed this affidavit freely of his own will and accord, this ____ day of _____, 2019.

Notary Public,
Washtenaw County, Michigan
Acting in Washtenaw County, Michigan
My commission expires _____

AFFIDAVIT BY OWNER AND STATEMENT OF CONDITIONS

The Affiant, Kirk Winnega, being duly sworn states as follows:

1. Affiant is a single man residing at _____, and is the individual Owner of real property commonly known as 9 Casler Street, Ypsilanti Michigan 48197-5501, more legally described as:

Commencing at the South line on Lot 7, A, Larzelere's Addition to the Village (now City) of Ypsilanti, as recorded in Liber N of Deeds, Page 194, Washtenaw County Records, two chains, sixteen links South 45 degrees East of the Southwest corner of Lot 7; thence North 47 ½ degrees East, 70 links; thence North 86 ½ degrees East 1 chain, 74 links to the West side of an alley; thence along the West side of said alley South 9 degrees West 1 chain; thence South 79 degrees West to the North side of a street, 1 chain, 45 links; thence North 45 degrees West along the North line of said street 1 chain to the Point of Beginning.

Tax ID #11-11-39-403-001

(hereafter the "Subject Property").

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5. This Affidavit by Owner and Statement of Conditions and any restrictions or conditions contained herein shall only become effective upon approval of the Affiant's rezoning application to zone the Subject Property to Core Neighborhood (CN) and may only be recorded upon a certification of the minutes approving the rezoning application by Affiant attached as Exhibit A.
6. Upon recording, this Affidavit shall serve as an agreement of affiant to be bound by the Statement of Conditions regarding the Subject Property and such conditions shall be valid restrictions on and run with the land and be binding upon affiant, his heirs, successors and assigns and all subsequent owners, purchasers, and anyone with an interest in the Subject Property subject to the conditions stated below.
7. Affiant agrees and warrants that Affiant is the individual sole owner of the Subject Property and that Affiant has voluntarily offered and consented to the following restriction for use of the Subject Property as inducement to approve the rezoning application attached as Exhibit A: the Subject Property shall not be used as a building provided, leased or rented to individuals, families or groups for unassisted living space, or as an "Dwelling, Multi-family" so long as the Subject Property remains zoned CN and so long as "Dwelling, Multi-family" is defined by YZO Section 122-203 as "a building

designed for and occupied by three or more families living independently with separate housekeeping, cooking, and bathroom facilities for each.”

8. This restriction shall not preclude Affiant and/or any subsequent owner from using the Subject Property in full compliance with all state laws and city ordinances for any other use that is permitted by the zoning or applicable to the Subject Property, including but not limited to “Supportive Housing” as defined by YZO Section 122-203 as: “facility that provides housing for twenty-four (24) hours per day and supportive services designed to assist residents with improving daily living skills, securing employment, rehabilitation, or obtaining permanent, independent housing. Supportive housing is not intended for short-term, emergency housing and care, but rather longer periods ranging from a few months to a few years. Supportive housing is distinguished from a hospital or other health care environment, and facilities regulated by the State of Michigan as State licensed residential facilities. This definition shall not include fraternities, sororities, dormitories, adult foster care facilities, group homes, nursing homes, substance abuse treatment facilities, emergency shelters, individuals utilizing tenant-based or homeownership-based voucher funding through the U.S. Department of Housing and Urban Development, community correctional facilities, and housing for the rehabilitation of former occupants of correctional facilities.”
9. Affiant agrees to obey the YZO and the conditions set out above and is on notice of and is familiar with YZO Section 122-375 that provides: Division 6: Violations and Penalties. Sec. 122-375. Violations and Penalties. (a) Public nuisance. Any building or structure which is erected, altered, converted, or used, or any use of premises or land which is begun or changed subsequent to the passage of this chapter and in violation of any of the provisions of this chapter is hereby declared to be a public nuisance per se, and may be abated by order of the City Council, subject to appeal to any court of competent jurisdiction. (b) Blight Violation. A person who violates any provision of this chapter is responsible for a blight violation, subject to payment of a civil fine and costs as set forth in section 71-73. Repeat offenses under this chapter shall be subject to increased fines and costs as set forth in section 71-73. A person who violates this chapter is also subject to enforcement by the procedures, costs, and penalties set forth in Section 1-15 of the Ypsilanti City Code for blight violations. (c) Owner responsibility. The owner of any building, structure or premises or part thereof, where any condition in violation of this chapter shall exist or shall be created, and who has assisted knowingly in the commission of such violation, shall be guilty of a separate offense and upon conviction thereof shall be liable for the fines provided in this chapter. (d) Each day separate offense. Each and every day during which a violation of this chapter shall exist shall constitute a separate offense. (e) Rights and remedies are cumulative. The rights and remedies provided in this chapter are cumulative and are in addition to any other remedies provided by law. (f) Rights and remedies preserved, no waiver. Any failure or omission to enforce the provisions of this chapter, and any failure or omission to prosecute any violations of this chapter, shall not constitute a waiver of any rights and remedies provided by this chapter or by law, and shall not constitute a waiver of nor prevent any further prosecution of violations of this chapter.

10. Dated: _____

By: _____
Kirk Winnega

STATE OF MICHIGAN)
COUNTY OF WASHTENAW)

Subscribed and sworn to before me a Notary Public, by Kirk Winnega, known personally to me, who affirmed that he has read the above affidavit and the same is true of his own knowledge and he signed this affidavit freely of his own will and accord, this ____ day of _____, 2019.

Notary Public,
Washtenaw County, Michigan
Acting in Washtenaw County, Michigan
My commission expires _____

SERIOUS SOBER LIVING, LLC

RULES AND REQUIREMENTS

SERIOUS SOBER LIVING, LLC ("SSL") is a community-based living experience, providing a safe, clean and sober living environment to allow Residents to bridge the gap from alcohol or drug abuse treatment programs to an independent lifestyle free from drugs and alcohol.

We promote mind, body and spiritual changes through the Twelve Steps of Alcoholics and Narcotics Anonymous. At SSL we want you to have an enjoyable and memorable experience, free from the temptations of drug and alcohol use, while learning to develop personal living skills. We request a six month commitment, but Residents are welcome to stay as long as they wish as long as they continue to follow the program rules and requirements.

Residents are required to sign this Agreement and be bound by the following rules:

1. There is a zero tolerance policy for drug or alcohol possession or use, including the sale of any drugs or alcohol.
 - a. Drugs include, but are not limited to the following: any illegal substances of any nature, medical marijuana, prescription drugs (unless in compliance with this Agreement as set forth below), or any substance that is legal but is used in a manner that induces a "high" or "buzz." Examples of legal substances used to induce a high or buzz include "huffing," "vaping," and "sniffing glue."
 - b. The following are specifically allowed by Residents if legal and used in the manner the substance is intended: Caffeine, over the counter medications, and prescription drugs if declared below and Resident warrants that he/she has a valid legal prescription and the Facility Manager approves of the possession of the prescription drug by Resident:

2. If a Resident violates this policy, the Resident must IMMEDIATELY vacate the premises, and will be referred to a detox or treatment facility or to a shelter. This policy is for the protection of all residents. If illegal substances are found on the premises, the police will be immediately called. The Facility Manager may also call the police to remove any Resident from the premises who violates this policy and refuses to vacate the premises.
3. Residents are required to maintain a productive lifestyle, by actively seeking work, working, going to school or doing volunteer work during their stay at SSL.
4. Residents must attend a minimum of ____ AA meetings per week, and actively work the Twelve Steps. Within two weeks of admittance, Residents must find a home group and obtain a sponsor and identify these to the Facility Manager.
5. Residents must attend a weekly house meeting to express cares and concerns.

6. Residents are responsible for a fee payable to SSL in advance for the license to stay on the premises, are responsible for their own food, clothing, telephone, etc. (SSL will provide basic household supplies, cleaning products, Cable TV, Internet and WI-FI.)
7. Daily curfews are strictly enforced: Residents must be present in the residence before 11:00 P.M. on weekdays and 12:00 midnight. on weekends, and may not leave the residence before 6:00 A.M. Overnight passes will be considered after 30 days of residency.
8. Guests and invitees (sponsors, friends in recovery, family) are permitted in the residence until 8:00 P.M. WITH STAFF PERMISSION. Guests and invitees of Residents shall not be permitted to remain at the residence overnight.
9. Residents are subject to a minimum of two drug and alcohol tests per week, performed with urinalysis screening and/or a Breathalyzer. Residents are also required to submit to testing at any time requested by the staff.
10. In addition to those items identified in Section 1a, the following items are not permitted on the premises at any time:
 - a. Alcohol in any form, including mouthwash, cologne, after shave lotions, cooking extracts, etc.;
 - b. Dietary pills, sleep aids or any other non-approved cold medications;
 - c. Medications or drugs which are mood altering and not legally prescribed for the particular Resident;
 - d. Guns, knives or any other weapons;
 - e. Fireworks or any flammable liquids.
11. ALL legally prescribed medications must be authorized by SSL as provided for in Section 1b.
12. Smoking is not permitted inside or within 20 feet of any building. A Resident smoking outside must use appropriate containers for butts and not litter.
13. Resident must keep doors and windows closed to conserve on heating and air conditioning expenses.
14. Resident must keep doors and windows locked and protect personal items, as SSL is not responsible for a Resident's personal items.
15. The following will not be tolerated and may subject the violator to IMMEDIATELY VACATING THE PREMISES:
 - a. Fighting, hazing, threatening, endangering, or any aggressive behavior directed

toward staff or any other resident;

- b. Theft of any kind;
 - c. Defacing, damaging or Destroying of SSL's or another Resident's property;
 - d. Creating loud sounds or noises that unreasonably disturb neighbors or other residents, including high volume levels on TV, radio or similar devices;
 - e. Doing anything to the structure or its surroundings that may be hazardous or that will cause the Facility's insurance to be cancelled or premiums to increase;
 - f. Keeping any flammable or explosive materials or any dangerous, hazardous, or toxic substance in or around the premises;
 - g. Change the locks or install any additional locks or bolts without the Facility Manager's written consent;
 - h. Install any antenna or satellite without the Facility Manager's written consent.
16. Resident shall maintain the premises in a neat, clean and orderly condition, including washing used dishes immediately, removing garbage and placing it in appropriate containers, making beds, picking up clothes, etc.
17. Resident must not alter the premises without the Facility Manager's written consent (e.g., painting, wallpapering, installing locks). Resident is responsible for damage to the walls and interior structures beyond reasonable wear and tear.
18. PETS: Dogs, cats, or other pets are not allowed on the premises.
19. When Resident vacates the premises, Resident must remove all personal property. Resident must dispose of all trash and leave the premises clean.
20. PARKING: Facility Manager will provide parking for Resident's automobiles. Resident must keep the parking area free of all debris. Vehicles must be in operating condition and must have current legal license plates. Automobiles must be parked only in assigned areas as follows:

(year, make, model, and plate number)

SERIOUS SOBER LIVING, LLC

RESIDENTIAL AGREEMENT

This agreement made this ____ day of _____, 2017, by and between _____ (the "Resident") whose permanent home address is _____ and SERIOUS SOBER LIVING, LLC (the "Residential Facility" or "Facility").

The Residential Facility shall provide a temporary guest residential setting for the Resident in one of the Residential Facility's properties located at _____ and Resident's stay shall begin on _____ (the "Effective Date"). The Residential Facility consents to Resident's stay only on the terms and conditions contained in this Residential Agreement and the Rules and Requirements attached and incorporated herein. Resident agrees and acknowledges that Residential Facility and Resident are not creating a landlord tenant relationship, that Resident is not a tenant of Residential Facility but a licensee on a day to day basis, that Resident does not have property or possessor interest in any portion of the Residential Facility, including the room being rented to Resident. Resident further acknowledges that Resident may be required to leave at any time for violation of this agreement, or for no reason at all, and that Resident is free to leave at any time.

PAYMENT: The Resident shall pay to the Residential Facility a rate of \$____, per month ("Fee"). The Fee shall be payable in advance on the Effective Date, in an amount equal to thirty days. Thereafter, the Fee shall be due and payable on the first day of every month. If a Resident's Effective Date is any date other than the first of the month, the initial Fee shall be pro-rated per the daily rate and credited to the next month. Should Resident cease to occupy the Residential Facility, any prepaid amounts shall be forfeited by Resident. Payments to the Residential Facility shall be made payable to Serious Sober Living, LLC at _____.

KEYS/LOCKS: Resident will receive a combination code to a keypad to open the main door of the Residential Facility. At the time or before Resident ceases to occupy the Residential Facility, the keypad code for ingress will be changed. Resident must never gain entrance to the premises by force through a window or door, or otherwise without using the access code. Resident must not change or add locks without the Facility Manager's written consent.

CONDITION OF PREMISES AT THE BEGINNING OF RESIDENT'S OCCUPANCY: Resident accepts the premises, and all appliances and furnishings, in good condition. Resident will be allowed use of the stove, refrigerator, and washer and dryer at the Facility and shall maintain and keep them clean.

SMOKE DETECTORS: The Facility has installed smoke-detection devices as required by law, all working satisfactorily. Resident must never remove the battery from the smoke-detection devices except when necessary for replacement. Resident must inform the Facility Manager

immediately of any defect or malfunction in the operation of the smoke detecting devices.

REPAIRS AND MAINTENANCE: The Facility Manager must provide and maintain the Facility in a safe, habitable, and fit condition, including maintaining those things requiring periodic maintenance (e.g., heating, air conditioning, cracked windows, etc.). Resident must notify the Facility Manager IMMEDIATELY, BY PHONE at _____ of any gas leaks, electrical problems, water damage, broken appliances, serious structural damage, or any other condition that represents an emergency or an immediate threat to the health and safety of Residents. Resident must notify the Facility Manager, in writing, of all other problems needing repair. The Facility is required to make all repairs to the premises that, in Facility Manager's sole judgment, are required by law. Whenever repairs are delayed for reasons beyond the Facility's control, the Resident's obligations are not affected, nor does any claim accrue to Resident against the Facility. Damage to the premises caused by Resident's negligence, or their guest's or invitee's negligence, whether by act or omission, will be repaired by the Facility Manager and charged to the Resident, who shall immediately pay the repair costs. If Resident fails to do so, the Facility may take legal action to recover any such repair costs.

PROGRAM OVERVIEW AND PROGRAM RULES AND REQUIREMENTS: Resident has read and understands the SERIOUS SOBER LIVING, LLC PROGRAM OVERVIEW (attached) and PROGRAM RULES AND REQUIREMENTS (attached), and agrees to be bound thereby.

Signature _____ (Resident)

Signature _____
(Serious Sober Living, LLC)

By: _____

Its: _____

ASSIGNMENT OF BENEFITS/RELEASE OF MEDICAL INFORMATION

I hereby authorize and request that payment of benefits by _____ (herein referred to as "Insurance Company"), be made directly to Serious Sober Living, LLC (herein referred to as "Facility") for services furnished to me or my dependent. I understand that Insurance Company may only cover a portion of the total bill. I further understand that I may be responsible for all charges not covered by this assignment.

In addition, I authorize Facility to disclose any and all written information from the above named to my above named Insurance Company and/or its designated representatives, or other financially responsible party, at the determination of Facility. Such disclosure shall be for reimbursement purposes for those services received.

I hereby release Facility, its officers, agents, employees, and any clinician associated with my case, from all liability that may arise as a result of disclosure of information to the above named Insurance Company(s) or their designated representatives.

By signing this Assignment of Benefits and Release of Medical Information, I acknowledge:

- a. I am aware and understand that this authorization will not be used unless the above named Insurance Company(s) or their designated representatives request records of information for reimbursement purposes; or seek to take action referencing payment for treatment services.
- b. I agree to participate and assist Facility and its designated representatives with any appeal process necessary to collect payment for the services rendered.
- c. I am aware and have been advised of the provisions of Federal and State Statutes, rules and regulations that provide for my right to confidentiality of these records.
- d. I understand that this assignment and authorization is subject to revocation at any time except to the extent that action has been in reliance thereof. In any event, this authorization will expire once reimbursement for services rendered is complete.
- e. Facility is acting in filing for insurance benefits assigned to SSL and it can assume no responsibility for guaranteeing payment of any charges from the Insurance Company(s).
- f. Billing may be done by a firm contracted by facility for billing and collection purposes.
- g. Facility has been appointed by me to act as my representative and on my behalf in any proceeding that may be necessary to seek payment from my insurance carrier.
- h. Should an overpayment take place, a refund check will be mailed to the authorized party that is due the overpayment.

- i. Facility shall be entitled to the full amount of its charges without offset.
- j. I agree to endorse and forward to Facility any monies from the Insurance Company paid to me and/or the primary insured. I understand that I am otherwise responsible for the cost of any and all charges accrued.

I acknowledge receipt of a completed and signed copy of this Assignment and Release form:

Client Signature _____ Legal Guardian _____ Insured Policy Holder _____

Witness Signature _____ Date of Signature _____

Resident Medical Profile

Resident Name: _____ Date: _____

Physician: _____ Practice: _____

Address: _____ Phone: _____

Note: _____

Physician: _____ Practice: _____

Address: _____ Phone: _____

Note: _____

Therapist/CAC: _____ Practice: _____

Address: _____ Phone: _____

Substance History: _____

Medical History: _____

Medication: _____ Doctor: _____

Medication: _____ Doctor: _____

Medication: _____ Doctor: _____

Medication: _____ Doctor: _____

Medication: _____ Doctor: _____

Insurance Carrier: _____

Policy Number: _____

Group Plan Number: _____

Prescription Plan Number: _____

Notes:

I _____ state that the above information is true and accurate. I have provided Serious Sober Living, LLC with all pertinent medical issues.

Resident Signature: _____ Date: _____

Resident Intake Form

Resident Information			
Name:		Phone:	
DOB:		SSN:	
Age:		Sex:	
Marital Status:		Date of Arrival:	
Address:		Diagnosis Codes:	
City:		State:	
Zip Code:		Medical Record #:	

Emergency Contact Information			
Name of Contact:		Relationship:	
Address:			
City:		State:	
Zip Code:		Phone Number:	
		Alt Number:	

Primary Insurance Information			
Insurance Company:		Policy ID #:	
Policy Holder:		Group #:	
Insured's Name:		Insurance Phone:	
Policy Holder SSN:		Policy Holder DOB:	
Insurance Company Address:			

Secondary Insurance Information			
Insurance Company:		Policy ID #:	
Policy Holder:		Group #:	
Insured's Name:		Insurance Phone:	
Policy Holder SSN:		Policy Holder DOB:	
Insurance Company Address:			

AUTHORIZATION TO RELEASE MEDICAL AND PERSONAL INFORMATION

I, _____, (the "Patient"), Social Security Number _____, presently residing at _____, being of sound mind, full age and under no duress or influence, do make the following: ***AUTHORIZATION TO RELEASE MEDICAL AND PERSONAL INFORMATION.***

Authorization: I hereby authorize Serious Sober Living, LLC, and its employees and agents to receive and disclose my medical and personal information to _____ ("Designee")

Effective Date, Disclosure and Durability. This document is intended to create a Power of Attorney pursuant to MCL §700.5506 for the limited purpose of obtaining and disclosing medical and personal information about me, including any information contained in my patient records, including alcohol and drug abuse records protected under the regulations in Code 42 of Federal Regulations, Part 2, if any; Psychological Services Records, if any; Social Services Records, if any; Psychiatric Records, if any, including communications made by me to a Social Worker, Psychologist or Psychiatrist, if any; Human Immunodeficiency Virus (HIV), Acquired Immunodeficiency Syndrome (AIDS), and AIDS Related Complex (ARC) Records, if any; Communicable Disease and Serious Communicable Disease and Infections, Venereal Diseases, Tuberculosis, Hepatitis B, Sickle Cell Anemia Records, if any, to Serious Sober Living, LLC. I authorize my attending physician and such other physician or licensed psychologist to disclose all such information about my medical or mental condition to the person(s) nominated by me as my Designee above. This authorization is intended to constitute a release or waiver to permit disclosure of such information as provided under the Health Insurance Portability and Accountability Act of 1996, as from time to time amended ("HIPAA"). This Authorization shall not be affected by my disability and shall continue in effect until my death or until I revoke it in writing.

Powers of Patient Advocate. My Designee shall be considered my "personal representative" for purposes of the privacy rule issued by the U.S. Department of Health and Human Services and required by HIPAA. My Designee has the power and authority to request, review and receive any information, verbal or written, regarding my personal affairs or my physical or mental health, including medical and hospital records, and to execute any releases or other documents that may be required to obtain this information, to waive any physician/patient privilege, and to disclose my medical and other personal information to others;

Third Party Reliance. For the purpose of inducing any and all persons connected with the administration of my health care or the implementation of this - ***AUTHORIZATION TO RELEASE MEDICAL AND PERSONAL INFORMATION-***, I represent, warrant and agree that I and my estate, heirs, successors, assigns and any legal representative of me will hold any person harmless from any loss suffered or liability incurred as a result of such person acting in good faith upon the instructions of or releasing information to the Designee.

Governing Law. This -***AUTHORIZATION TO RELEASE MEDICAL AND PERSONAL INFORMATION-*** shall be subject to and governed by the laws of the State of Michigan.

However, I intend for this -AUTHORIZATION TO RELEASE MEDICAL AND PERSONAL INFORMATION- to be honored in any jurisdiction where it is presented and for such jurisdiction to refer to Michigan law to interpret and determine its validity and enforceability.

Photographic Copies. Photographic or other facsimile reproductions of this executed -AUTHORIZATION TO RELEASE MEDICAL AND PERSONAL INFORMATION- may be made and delivered by my Designee, and may be relied upon by any person to the same extent as though the copy were an original. Anyone who acts in reliance upon any representation or certificate of my Designee, or upon a reproduction of this -AUTHORIZATION TO RELEASE MEDICAL AND PERSONAL INFORMATION-, shall not be liable for permitting my Designee to perform any act pursuant to this power.

IN WITNESS WHEREOF, I have signed and delivered this -AUTHORIZATION TO RELEASE MEDICAL AND PERSONAL INFORMATION- this ____ day of _____, 2017.

Patient

Subscribed and sworn to before me
this ____ day of _____, 2017

, Notary Public,
County, MI
My Commission Expires:

Bonnie Wessler

From: Tony DeGiusti
Sent: Thursday, January 17, 2019 5:14 PM
To: Bonnie Wessler
Subject: RE: 9 Casler

Bonnie,

Resident was a victim in the PPO violation. [REDACTED]

Tony DeGiusti
Chief of Police
City of Ypsilanti Police Department
505 W. Michigan Avenue
Ypsilanti, MI 48197



From: Bonnie Wessler [mailto:wesslerb@cityofypsilanti.com]
Sent: Thursday, January 17, 2019 5:09 PM
To: Tony DeGiusti <tdegiusti@cityofypsilanti.com>
Subject: RE: 9 Casler

This is useful, thank you. Quick clarification- was the PPO violation committed by a resident, or "at" a resident?

--
Bonnie Wessler, AICP
City Planner
Community Development Division, City of Ypsilanti
734/483.9646 (office)
bwessler@cityofypsilanti.com

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From: Tony DeGiusti
Sent: Thursday, January 17, 2019 4:25 PM
To: Bonnie Wessler <wesslerb@cityofypsilanti.com>
Subject: 9 Casler

Bonnie,

This is a summary of what I found all of this activity was in the last year. There is a couple year gap in activity and it appears that the people there at that time are not associated with the current occupants:

12/27 – Aggravated Stalking/PPO Violation

12/23 – Stolen Car from location

11/21 – Disorderly Person [REDACTED]

10/11 – Heroin OD Death

09/30 – Resident arrested for heroin possession

07/28 – Suicidal Adult (transported to the hospital)

That is all from the police side, however, you might want to check with the FD as they may roll on medicals (perhaps narcotic related) that we are not aware of.

Hope this is what you needed.

Tony DeGiusti
Chief of Police
City of Ypsilanti Police Department
505 W. Michigan Avenue
Ypsilanti, MI 48197



Bonnie Wessler

From: Ken Hobbs
Sent: Friday, January 18, 2019 10:25 AM
To: Bonnie Wessler
Subject: RE: 9 Casler - medical calls?

Bonnie,

The only EMS response to 9 Casler Since June 2018 occurred on 10/11/2018.
This was for a fatal drug overdose.

Ken

From: Bonnie Wessler [mailto:wesslerb@cityofypsilanti.com]
Sent: Friday, January 18, 2019 9:25 AM
To: Ken Hobbs <khobbs@cityofypsilanti.com>; Bonnie Wessler <wesslerb@cityofypsilanti.com>
Subject: Re: 9 Casler - medical calls?

Just 2018 would be great!

Sent from my Sprint Samsung Galaxy S8.

----- Original message -----

From: Ken Hobbs <khobbs@cityofypsilanti.com>
Date: 1/18/19 09:02 (GMT-05:00)
To: Bonnie Wessler <wesslerb@cityofypsilanti.com>
Subject: RE: 9 Casler - medical calls?

Bonnie,

Yes we can. How far back do you want to go?

Ken

From: Bonnie Wessler [<mailto:wesslerb@cityofypsilanti.com>]
Sent: Thursday, January 17, 2019 5:17 PM
To: Ken Hobbs <khobbs@cityofypsilanti.com>
Subject: 9 Casler - medical calls?

Hi Ken!

I'd asked Tony for some info about calls to 9 Casler for a zoning request review I'm looking at. He suggested I reach out to you to see if they'd had much in the way of medical (or fire!) calls. Is that something you can look into for me?

Thank you!

Bonnie

--

Bonnie Wessler, AICP
City Planner
Community Development Division, City of Ypsilanti
734/483.9646 (office)
bwessler@cityofypsilanti.com

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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

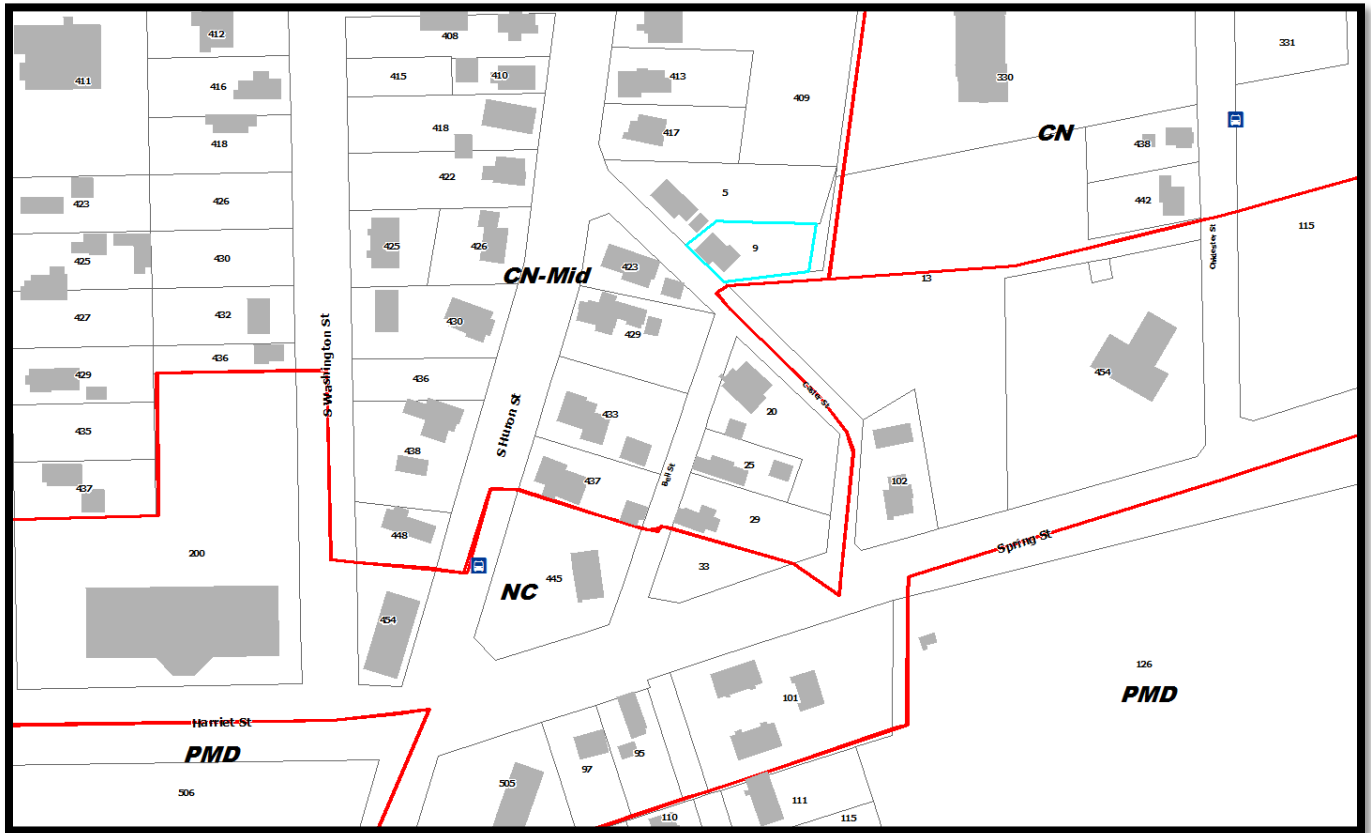
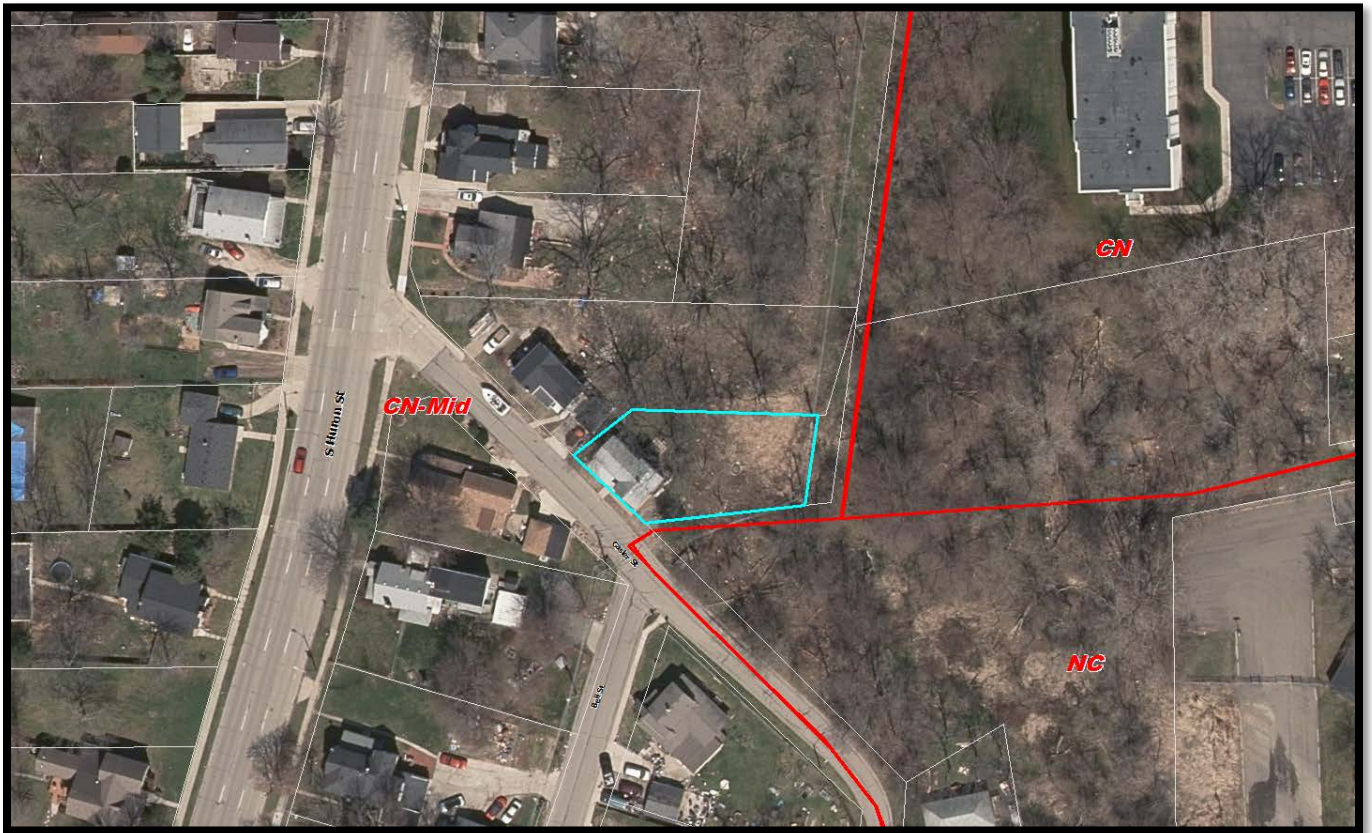


Figure 2: Site Aerial (2015)

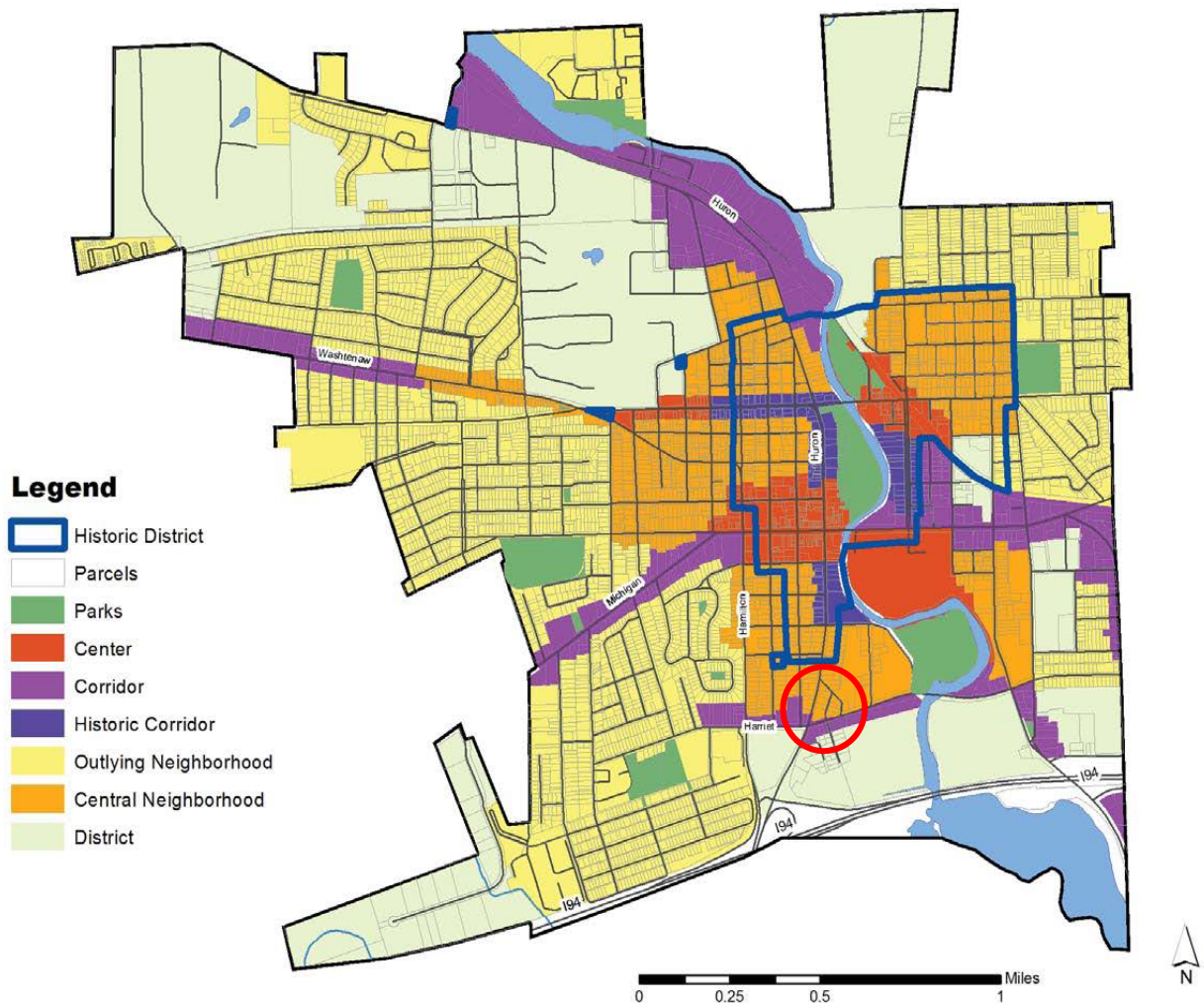


MASTER PLAN

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.

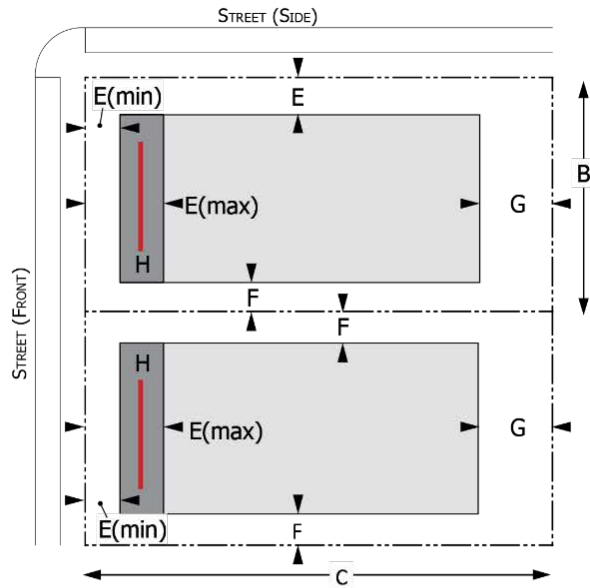
LOT REQUIREMENTS		MIN	MAX
A	Lot size (sf)	4,000	12,000
B	Lot width (ft)	35	80
C	Lot depth (ft)	100	--
D	Lot coverage (%)	--	60
BUILDING ENVELOPE		MIN	MAX
E	Street setback (front or side) (ft)	15 ⁽¹⁾	25
F	Side setback (interior lot line) (ft)	5	--
G	Rear setback (ft)	20	--
H	Frontage buildout (%)	60	80
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.

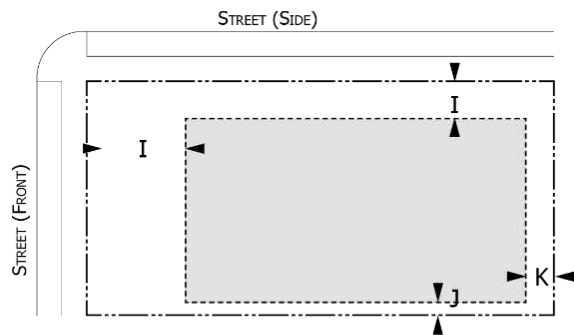


EXAMPLE

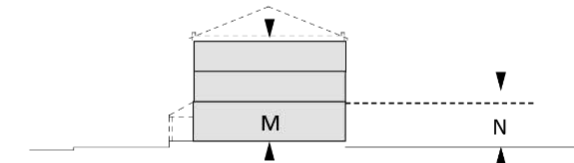
LOT REQUIREMENTS AND BUILDING ENVELOPE



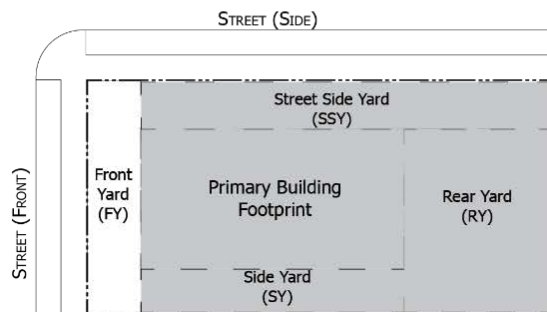
ACCESSORY BUILDING ENVELOPE



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.

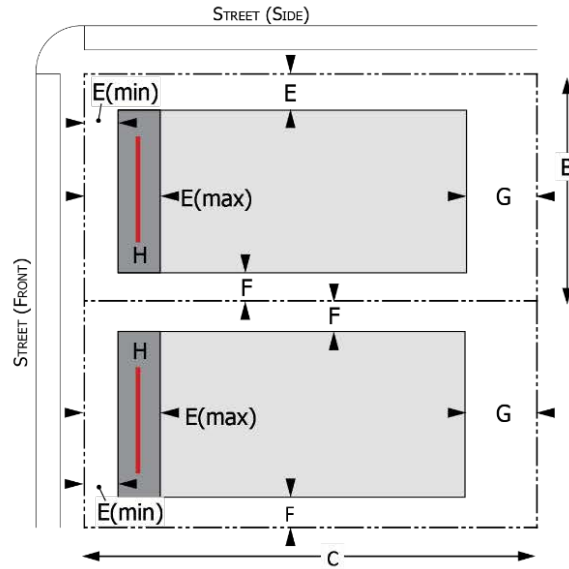
LOT REQUIREMENTS		MIN	MAX
A	Lot size (sf)	4,000	18,000
B	Lot width (ft)	40	120
C	Lot depth (ft)	100	150
D	Lot coverage (%)	--	50
BUILDING ENVELOPE		MIN	MAX
E	Street setback (front or side) (ft)	15 ⁽¹⁾⁽²⁾	25
F	Side setback (interior lot line) (ft)	5	--
G	Rear setback (ft)	20	--
H	Frontage buildout (%)	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.

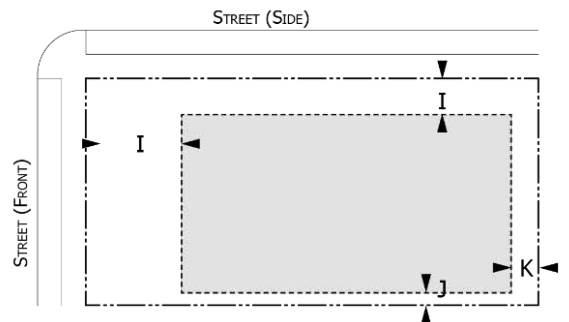


EXAMPLE

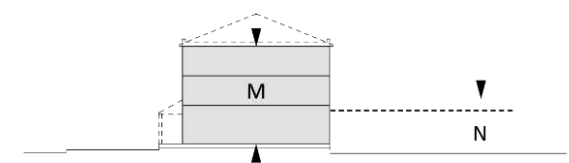
LOT REQUIREMENTS AND BUILDING ENVELOPE



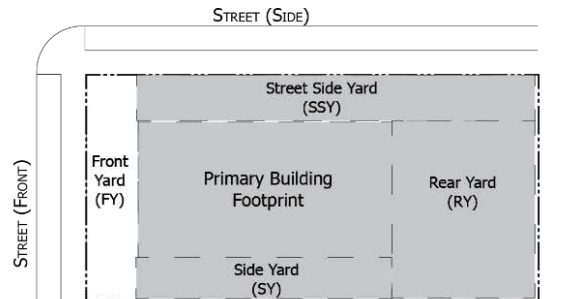
ACCESSORY BUILDING ENVELOPE



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.

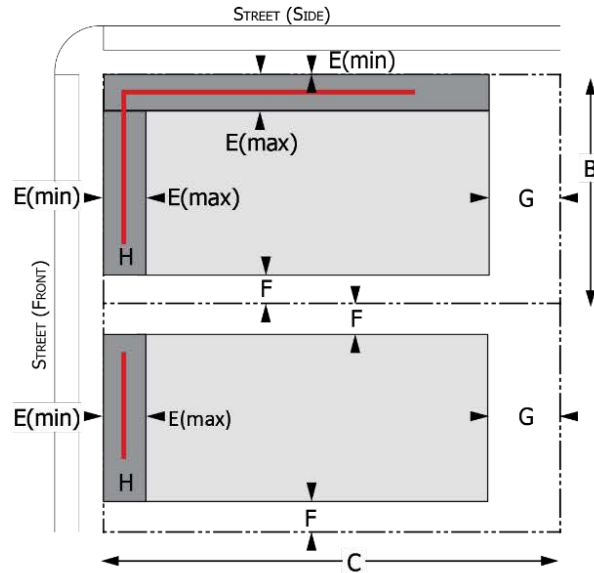
LOT REQUIREMENTS		MIN	MAX
A	Lot size (sf)	4,000	90,000
B	Lot width (ft)	30	300
C	Lot depth (ft)	100	300
D	Lot coverage (%)	--	80
BUILDING ENVELOPE		MIN	MAX
E	Street setback (front or side) (ft)	10 ⁽¹⁾	25 ⁽¹⁾
F	Side setback (interior lot line) (ft)	5	--
G	Rear setback (ft)	15 ⁽²⁾	--
H	Frontage buildout (%)	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.

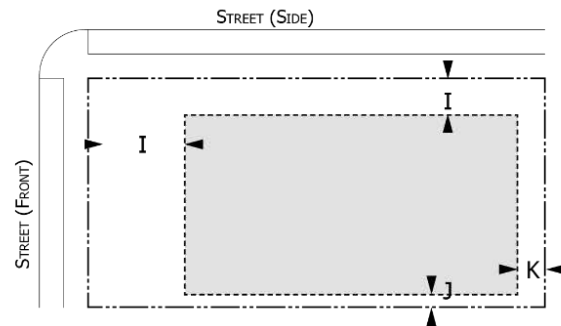


EXAMPLE

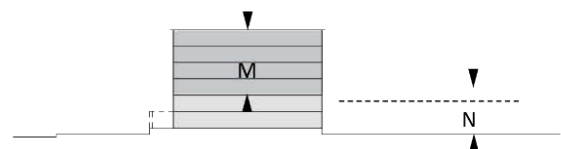
LOT REQUIREMENTS AND BUILDING ENVELOPE



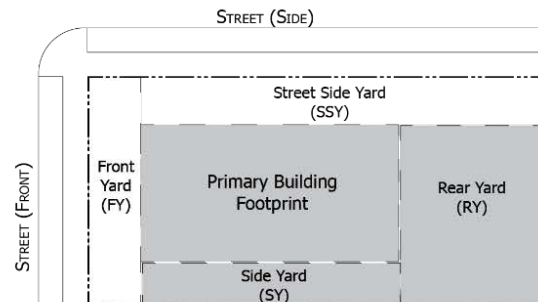
ACCESSORY BUILDING ENVELOPE



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

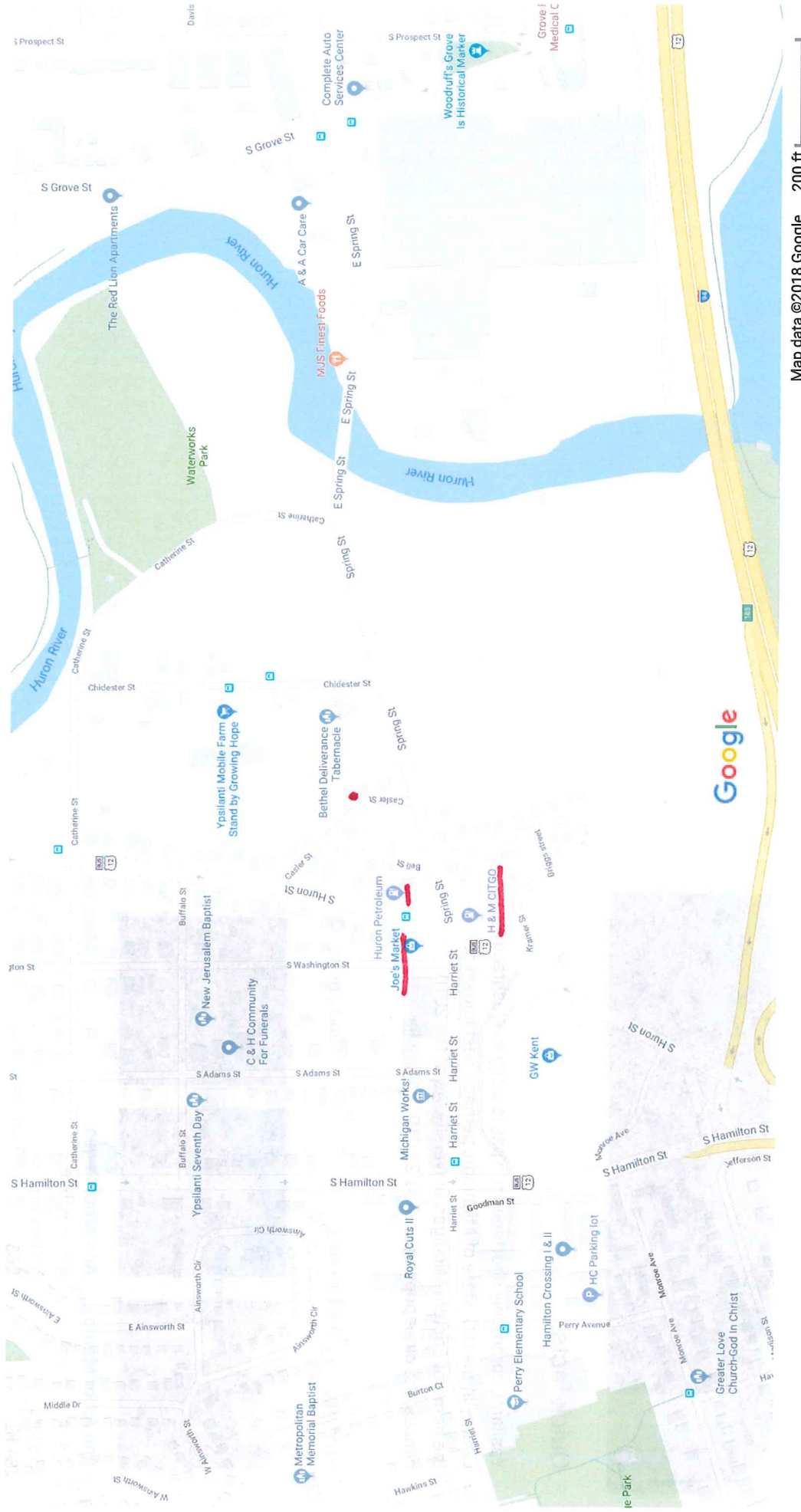
Map

Schools

Map

1/1

Exhibit 1



Agenda
Planning Commission
Wednesday, 20 March 2019 – 7:00 P.M.
City Hall – Council Chambers, 1 S Huron St
Ypsilanti, MI 48197

VI. Old Business

- 534 N Huron: Site Plan Update
Site Plan Update: Per PC condition of site plan/special use approval, revised site plans are being presented to PC due to a denial of a requested variance.



Memo

To: Planning Commission

From: Bonnie Wessler, City Planner

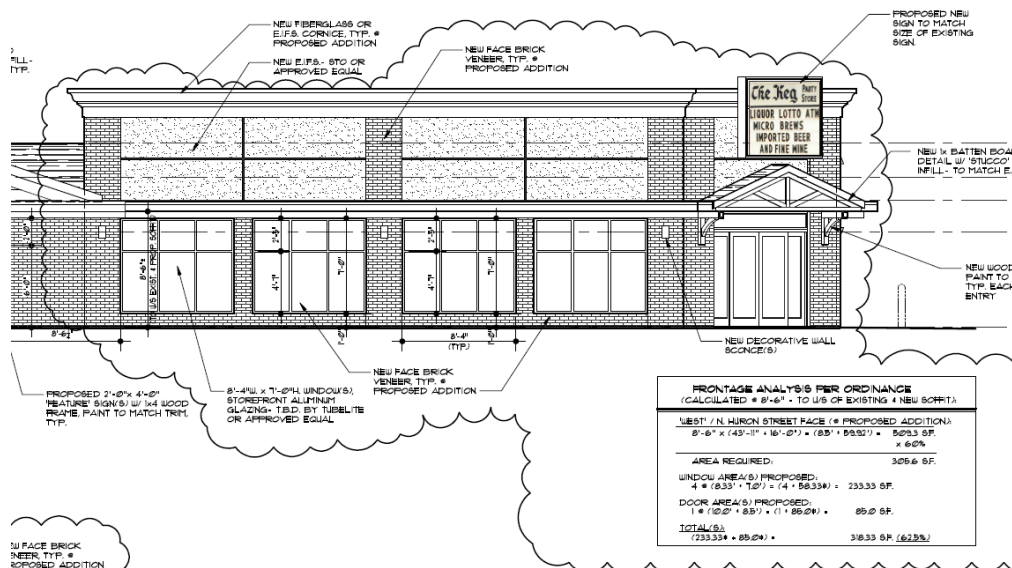
Date: 14 March 2019

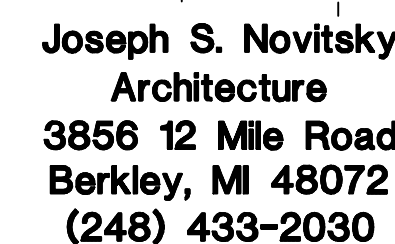
Subject: 528-534 N Huron St: Update

At the regular November meeting of the Planning Commission, the Planning Commission approved the Special Use and Site Plan for 528-534 N Huron, with several conditions. One condition was that if any of the pending variances were not approved by the Zoning Board of Appeals, then the site plan would come back before the Planning Commission.

At the regular January meeting of the Zoning Board of Appeals, the ZBA approved the request that would allow the entry door to be constructed at an angle. However, they denied the request for a variance from the frontage standards.

The applicant has revised their frontage design to comply with the ordinance. Major revisions are described in §122-313(c) as those that “include, but not be limited to, increases in scope or density of use, land area, or building size; the addition of uses not authorized by the original site plan approval; the rearrangement or relocation of buildings or structures; changes in the character or function of drives, parking areas, and landscaping; or changes in the concept of the development.” Staff believes these changes to be both minor and desirable. No further action is required of Planning Commission.





Seal:



Revisions

DATE	DESCRIPTION
08/21/17	REVIEW
02/28/18	REVIEW
03/16/18	REVIEW
03/21/18	P.C. REVIEW
04/18/18	P.C. REVIEW- SPECIAL USE
08/03/18	REVIEW
09/25/18	Z.B.A. REVIEW
10/16/18	P.C. REVIEW- SPECIAL USE
01/24/19	REVIEW
03/06/19	P.C. REVIEW

Project Name:
STORE- 534 N. HURON STREET

534 N. HURON STREET
YPSILANTI MI 48197

OWNER: **TOM TAMOU**

Sheet Title:
**PROPOSED
ELEVATIONS**

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WRITTEN CONSENT OF JON ARCHITECTURE

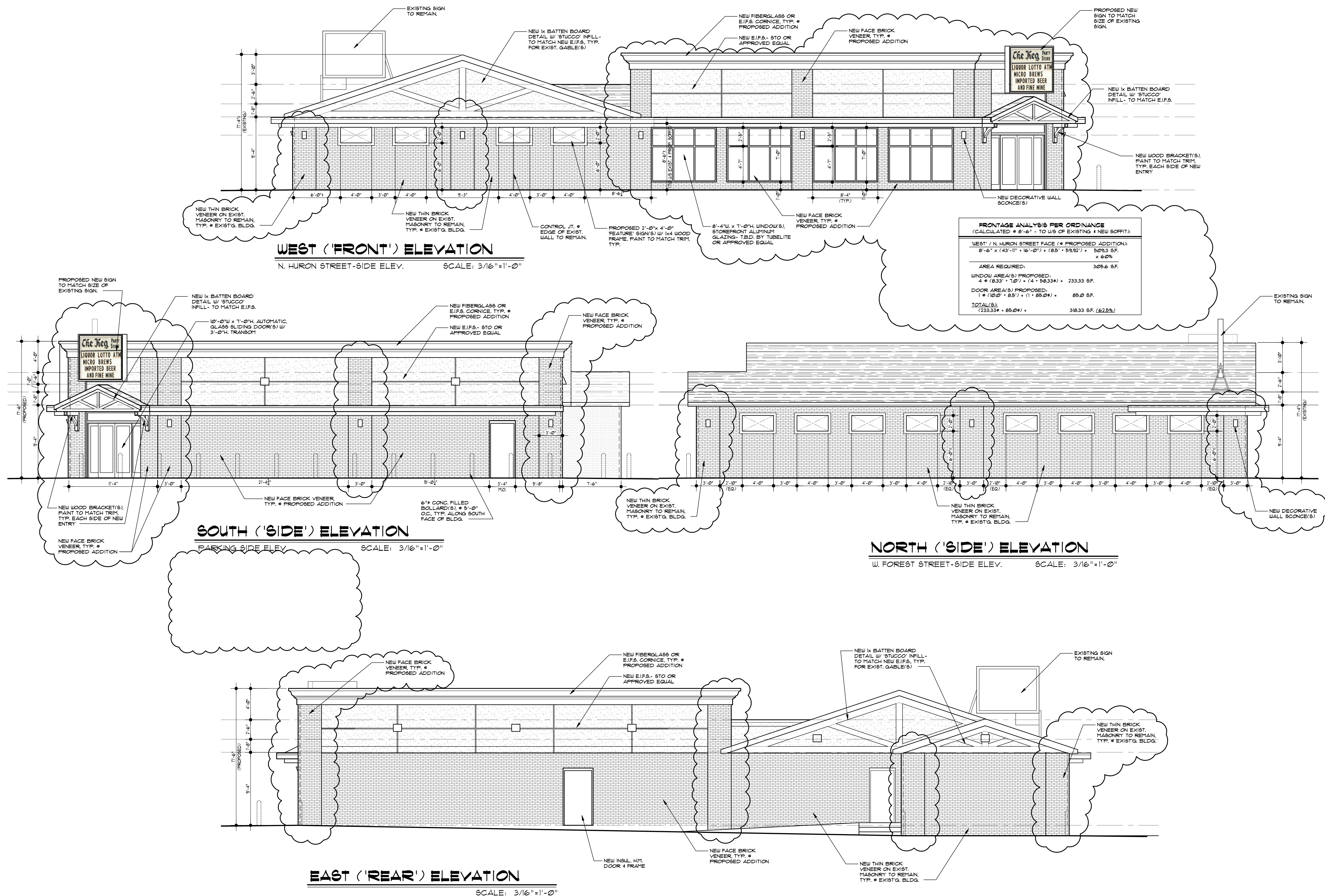
Date: 03/12/18
Drawn by: CH, MLC

Project Number:

17054

Sheet Number:

A-3



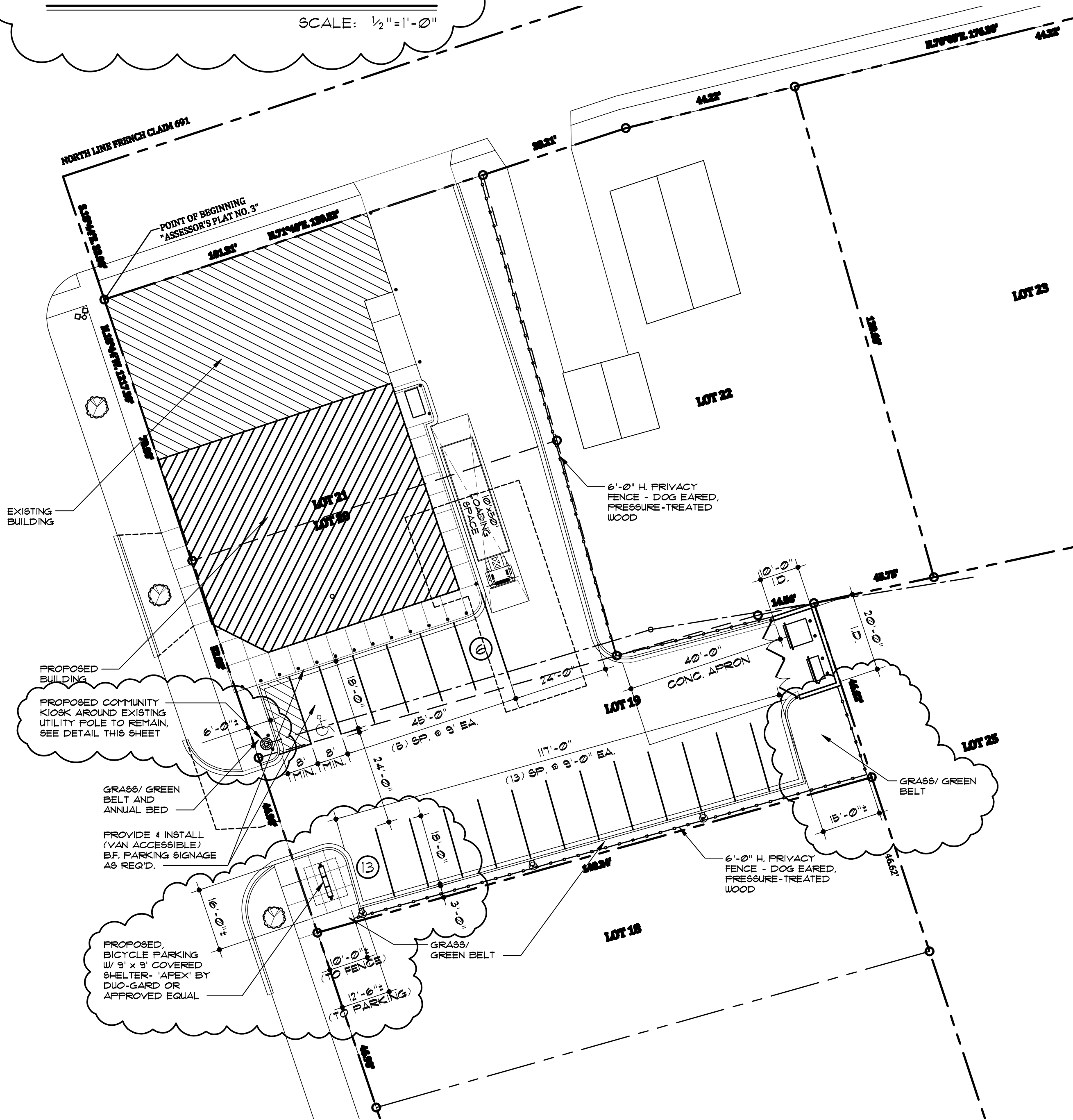
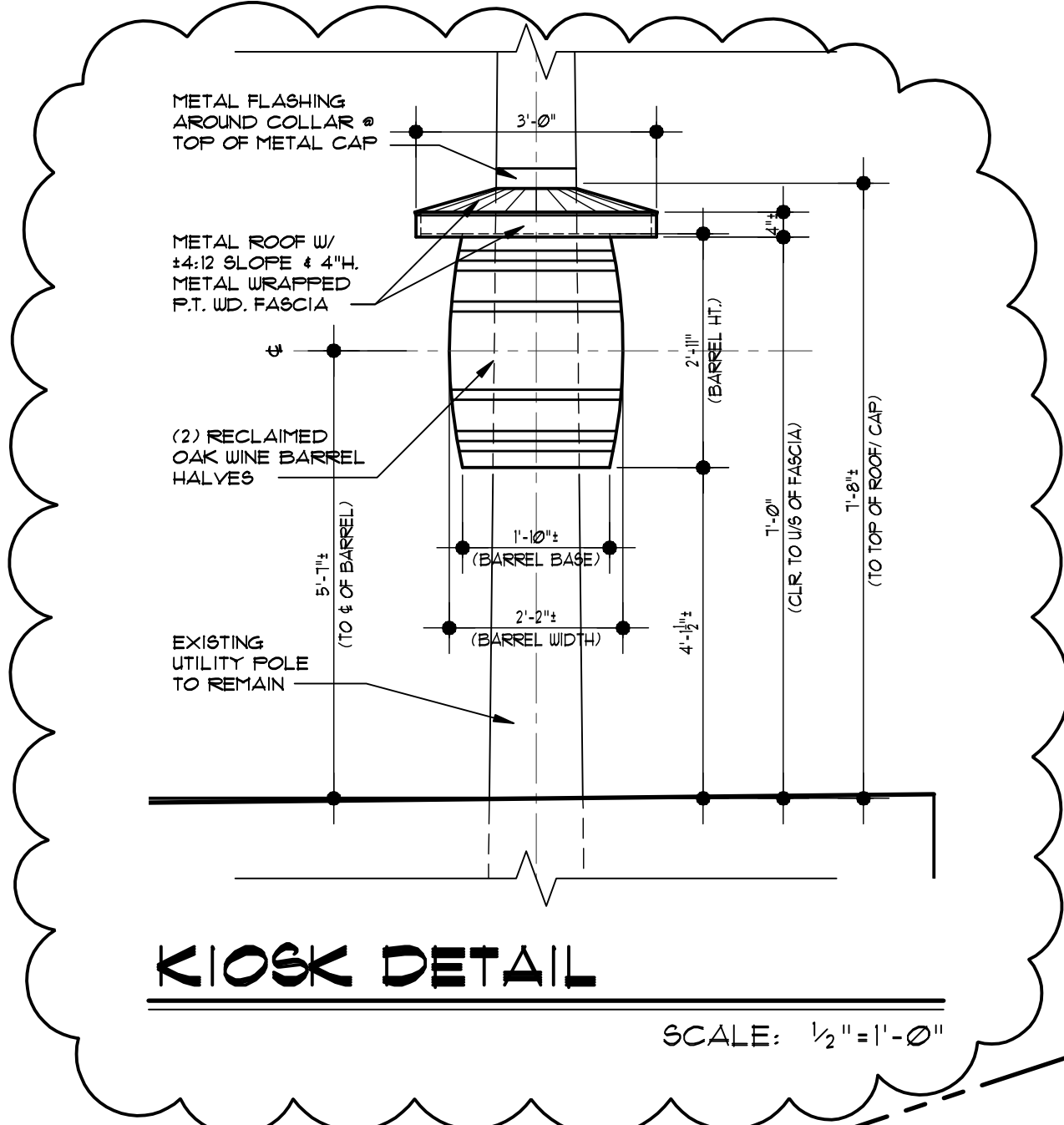
GENERAL NOTES MBC 2015

- ALL WORK SHALL CONFORM TO THE REQUIREMENTS OF THE M.B.C. 2015 BASIC BUILDING CODE AND ALL THE CITY AND LOCAL ORDINANCES AS ADOPTED BY THE STATE OF MICHIGAN.
- THESE NOTES ARE FOR GENERAL REFERENCE. WHERE CONFLICTS EXIST BETWEEN THESE NOTES AND CURRENT CODE(S), THE MORE STRINGENT REQUIREMENTS SHALL PREVAIL.
- MATERIALS OR CONSTRUCTION PROCEDURES WHICH ARE PROHIBITED BY LAW OR SHALL CAUSE A HARMFUL EFFECT TO THE NATURAL ENVIRONMENT OR TO THE HEALTH OF ANY PERSON ON THE SITE DURING CONSTRUCTION AND/ OR DURING OCCUPANCY SHALL NOT BE USED ON THIS PROJECT.
- ALL TRADES SHALL CONFORM WITH ALL APPLICABLE FEDERAL, STATE, LOCAL, AND OSHA CODES, RULES AND REGULATIONS. IN CASE OF CONFLICT, THE MOST STRINGENT REQUIREMENTS SHALL APPLY.
- ANY DISCREPANCIES, ERRORS, AND/OR OMISSIONS IN THE DRAWINGS ARE TO BE BROUGHT TO THE ATTENTION OF THE ARCHITECT/DESIGNER. FAILURE TO DO SO MAY RESULT IN FUTURE CHANGES, THE COST OF WHICH WILL BE BORNE BY THE APPROPRIATE TRADE.
- DO NOT SCALE DRAWINGS, USE FIGURED DIMENSIONS!
- PROVIDE TEMPORARY BRACING AS REQUIRED, TO INSURE THE STABILITY OF THE STRUCTURE UNTIL THE PERMANENT FRAMING IS IN PLACE.
- PROVIDE SAFETY GLAZING IN CONFORMANCE WITH CODE.
- ALL WORK SHALL CONFORM TO THE REQUIREMENTS OF THE IBC BASIC BUILDING CODE AND ALL THE CITY AND LOCAL ORDINANCES AS ADOPTED BY THE STATE OF MICHIGAN.
- CONTRACTOR SHALL EXERCISE EXTREME CARE IN SETTING GRADES FOR NEW CONSTRUCTION AS THESE GRADES ARE CRITICAL.
- FOUNDATIONS SHALL BE CARRIED DOWN (MIN. 3'-6" DEEP) TO NATURAL UNDISTURBED SOILS CAPABLE OF SUPPORTING A 3000 P.S.F. BEARING CAPACITY, OR ENGINEERED FILL. IF POORLY CONSOLIDATED SOILS ARE ENCOUNTERED AT THE DEPTHS SHOWN, THE ARCHITECT/DESIGNER SHALL BE NOTIFIED AND THE FOUNDATIONS WILL BE MODIFIED ACCORDINGLY.
- SAND FILL UNDER SLABS SHALL BE COMPACTED TO 95% MODIFIED PROCTOR DENSITY.
- CONCRETE SHALL HAVE COMPRESSIVE STRENGTH OF 3000 P.S.I. FOR FOUNDATION WORK AND FLOOR SLABS WITH 4000 P.S.I. FOR WALKS AND STEPS. REINFORCING STEEL = 40KS1, ASTM 42.
- STRUCTURAL STEEL = 36 KS1 ASTM GRADE 36.
- THE OWNER IS NOT RESPONSIBLE FOR THE MEANS AND METHODS OF CONSTRUCTION, NOR FOR THE SAFETY ON THE JOBSITE, AND THAT THESE RESPONSIBILITIES ARE INTENDED TO BE AND TO REMAIN SOLELY THOSE OF THE GENERAL CONTRACTOR.
- THE INTENT IS TO UTILIZE ALL EXISTING UTILITIES: 16: PHONE, ELEC, GAS, WATER, AND SEWER.
- LIGHT GAUGE STEEL FRAMING TO CONFORM TO ASTM STANDARDS SPECIFIED.
- SUPPORT ALL ELECTRICAL EQUIPMENT & WIRING, INCLUDING LOW VOLTAGE WIRING, IN ACCORDANCE WITH ARTICLE 300-11 AND ARTICLES 123 THROUGH 232 OF THE NEC.

CODE ANALYSIS (I.B.C./ M.B.C. 2015)

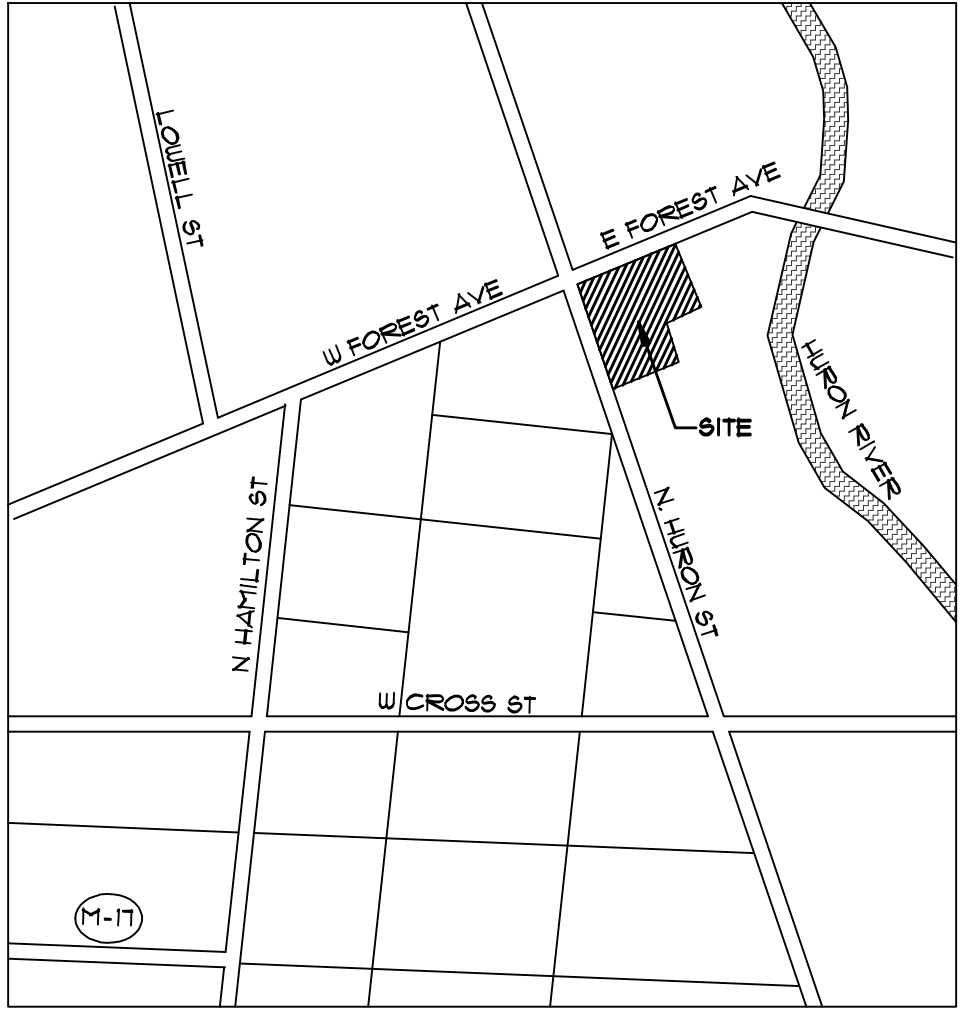
CHAPTER - 3	USE AND OCCUPANCY CLASSIFICATION 302.1 CLASSIFICATION USE GROUP(S): 'M' (MERCANTILE)
CHAPTER - 5	GENERAL BUILDING HEIGHTS AND AREAS SCOPE OF WORK AS PROPOSED DOES NOT INCREASE EXISTING BUILDING HEIGHT OR AREA. GENERAL AREA AND HEIGHT LIMITATIONS FOR THE EXISTING FACILITY HAVE BEEN REVIEWED AND APPROVED AS PART OF THE ORIGINAL BUILDING PERMIT.
CHAPTER - 6	TYPE(S) OF CONSTRUCTION TYPE V-B (5-B), SPRINKLERED
CHAPTER - 7	FIRE AND SMOKE PROTECTIVE FEATURES FIRE RESISTIVE RATING(S) FOR NEW CONSTRUCTION SHALL MEET THE REQUIREMENTS OF CHAPTER 7.
CHAPTER - 8	INTERIOR FINISHES ROOM FINISHES SHALL MEET THE REQUIREMENTS OF SECTION 803 AND TABLE 803.3. CLASS 'C' FOR INTERIOR ROOMS & CLASS 'B' FOR CORRIDORS & GENERAL AREAS. INTERIOR FLOORS SHALL MEET THE REQUIREMENTS OF SECTION 804. CLASS II IN CORRIDORS AND OPEN AREAS AND TYPE DOC FF-1 IN ENCLOSED ROOMS.
CHAPTER - 10	MEANS OF EGRESS SECTION 1004. OCCUPANT LOAD FOR PROPOSED USE(S) (TABLE 1004.1.2) 'M' USE: 2,422 SF. STORAGE/ STOCK AREA = 1/300 GROSS = 8 OCCUPANT(S) 3,872 SF. RETAIL AREA = 1/60 GROSS = 65 OCCUPANT(S) TOTAL = 73 OCCUPANT(S) DOOR(S) PROVIDED ARE AT LEAST 36 INCHES WIDE WHICH MEET EGRESS AND ALSO BARRIER FREE REQUIREMENTS. MEANS OF EGRESS REQUIREMENTS FOR THE EXISTING BUILDING TO REMAIN HAVE BEEN MET BOTH WITHIN THE EXISTING SPACE(S) AND HAVE BEEN DETERMINED TO BE ADEQUATE AS PART OF THE ORIGINAL PERMIT APPROVAL.
CHAPTER - 11	ACCESSIBILITY ALL NEW CONSTRUCTION SHALL COMPLY WITH CHAPTER 11 REQUIREMENTS.
CHAPTER - 12	INTERIOR ENVIRONMENT
SECTION 1205	THE LIGHTING AND NATURAL LIGHT REQUIREMENTS HAVE BEEN DESIGNED TO MEET OR EXCEED THE MINIMUM REQUIRED LIGHTING LEVELS FOR BOTH DAY AND NIGHT FOR THE PROPOSED LEASE SPACE.
SECTION 1203	EXISTING MECHANICAL VENTILATION TO BE DESIGNED AND MODIFIED TO CORRESPOND WITH THESE PLANS AND OWNER REQUIREMENTS. THE MECHANICAL CONTRACTOR SHALL SUBMIT AIR DISTRIBUTION DRAWINGS, IF APPLICABLE, FOR REVIEW BY THE ARCHITECT AND THE CITY.
ADA.	APPLICABLE PARTS OF THE AMERICANS WITH DISABILITIES ACT SHALL APPLY TO THIS PROPOSED ADDITION. ALL DOORS WIDTHS, ELECTRICAL DEVICES, PLUMBING DEVICES, CORRIDORS, SIGNAGE AND ALARM DEVICES SHALL MEET ADA FOR THE PHYSICALLY, VISUALLY AND HEARING IMPAIRED.

THE AMERICANS WITH DISABILITIES ACT PROVIDES THAT IT IS A VIOLATION OF THE ADA TO CONSTRUCT A FACILITY FOR FIRST OCCUPANCY LATER THAN JANUARY 26, 1993, THAT DOES NOT MEET THE ACCESSIBILITY AND USABILITY REQUIREMENTS OF THE ADA, EXCEPT WHERE AN ENTITY CAN DEMONSTRATE THAT IT IS STRUCTURALLY IMPRACTICAL TO MEET SUCH REQUIREMENTS. TENANT AND LANDLORD ACKNOWLEDGE THAT THESE REQUIREMENTS OF THE ADA WILL BE SUBJECT TO VARIOUS AND POSSIBLY CONTRADICTORY INTERPRETATIONS. THE ARCHITECT, THEREFORE, WILL USE ITS BEST PROFESSIONAL EFFORT TO INTERPRET APPLICABLE ADA REQUIREMENTS AND OTHER FEDERAL, STATE AND LOCAL CODES, LAWS AND ORDINANCES AS THEY APPLY TO THE PROJECT. THE ARCHITECT, HOWEVER, CANNOT AND DOES NOT WARRANT OR GUARANTEE THAT THE TENANT LEASED SPACE COMPLY WITH ALL INTERPRETATIONS OF THE ADA REQUIREMENTS AS THEY APPLY TO THIS PROJECT. THE ARCHITECT DOES NOT WARRANT OR GUARANTEE THAT THE DESIGN OF ANY COMPONENT IN THE TENANT LEASED SPACE WILL MEET THE REQUIREMENTS OF THE ADA IF THEY HAVE NOT BEEN SUBMITTED TO THE ARCHITECT FOR REVIEW.



PROPOSED SITE PLAN

SCALE: 1" = 20'-0"



LOCATION MAP

SCALE: N.T.S.

CURRENT ZONING

ZONED: NC (NEIGHBORHOOD CORRIDOR)

CODE ANALYSIS

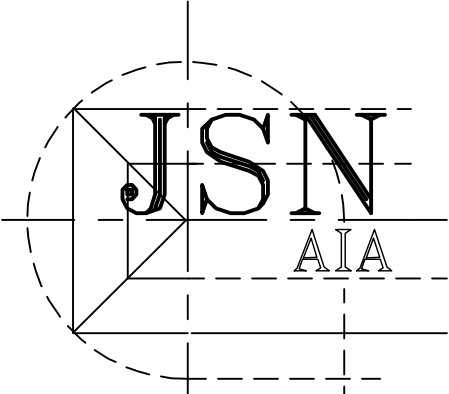
CODE(S): M.B.C. 2015
CONST. TYPE: V-B (5-B)
STORIES OF BUILDING: ONE (1)
USE GROUP(S): 'M'
BUILDING AREA: 6,294 SQ. FT.
OCCUPANCY: 73

PARKING ANALYSIS

TOTAL GROSS AREA (FOOTPRINT) = 6,294 SQ. FT.
CONVENIENCE STORE: 6,294 SQ. FT. (GROSS AREA)
CONVENIENCE STORE W/ CARRY-OUT PIZZA
RETAIL = 1 SP. PER 250 SF.
3,872 SF. / 250 = 15.49, THEREFORE 16 SPACES
STAFF = 1 SP. PER EMPLOYEE (LARGEST SHIFT)
CONV. STORE: 2 EMPLOYEES = 2 SPACES
CARRY-OUT (PIZZA): 2 EMPLOYEES = 2 SPACES
TOTAL = 20 SPACES REQUIRED

PARKING REDUCTION(S)
BICYCLE(S) = 1 SPACE FOR EVERY 4 BICYCLE SPACES
8 BIKE SPACES / 4 = 2 SPACE REDUCTION
BICYCLE(S) = 4 SPACE(S) FOR PROVISION OF EMPLOYEE SHOWER
EMPLOYEE SHOWER = 4 SPACE REDUCTION
TOTAL = 6 SPACE REDUCTION

PARKING TOTAL(S)
20 (CONV. STORE) - 6 (REDUCTIONS)
TOTAL = 14 SPACES REQUIRED
TOTAL (PROVIDED) = 16 SPACES (PROPOSED)



Joseph S. Novitsky
Architecture
3856 12 Mile Road
Berkley, MI 48072
(248) 433-2030

Seal:



Revisions:

DATE	DESCRIPTION
08/21/17	REVIEW
02/28/18	REVIEW
03/16/18	REVIEW
03/21/18	P.C. REVIEW
04/18/18	P.C. REVIEW - SPECIAL USE
08/23/18	REVIEW
09/23/18	Z.B.A. REVIEW
10/16/18	P.C. REVIEW - SPECIAL USE
01/23/19	Z.B.A. REVIEW
03/06/19	P.C. REVIEW

Project Name: STORE- 534 N. HURON STREET

534 N. HURON STREET
YPSILANTI, MI 48197

OWNER: TOM TAMOU

Sheet Title:

PROPOSED
SITE PLAN,
LOCATION
MAP, NOTE(S)
& ANALYSIS

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NOT BE REPRODUCED WITHOUT THE EXPLICIT
WRITTEN CONSENT OF JSN ARCHITECTURE

Date: 08/21/17
Drawn by: LDN, MLC

Project Number:

17054

Sheet Number:

S-1

LUMINAIRE SCHEDULE									
Symbol	Label	Qty	Catalog Number	Description	Lamp	File	Lumens	LLF	Watts
	S1	3	D802-LED-70-40-B2 WITH 14' WJM POLE	D802-LED-75-40-U-T3		D802-LED-75-40-U-T3.ies	9370	1.00	76.2
	WP	12	D444-LED-40-40-U-B2 40W FULL CUTOFF WALLPACK	D444-LED-40-40-U-XX		D444-LED-40-40-U-XX (UG).ies	Absolute	1.00	41.4



'The Keg' Convenience Store (T. Tamou); Ypsilanti,
SITE LIGHTING LAYOUT

Designer

Marc Drouillard

Date

Oct 16 2018

Scale

Drawing No.

D444-LED

Medium Trapezoidal Wall Pack



Job Information

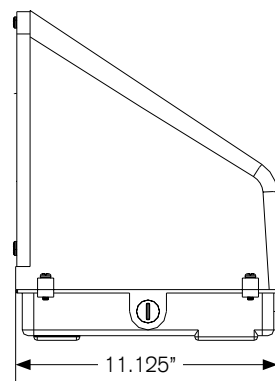
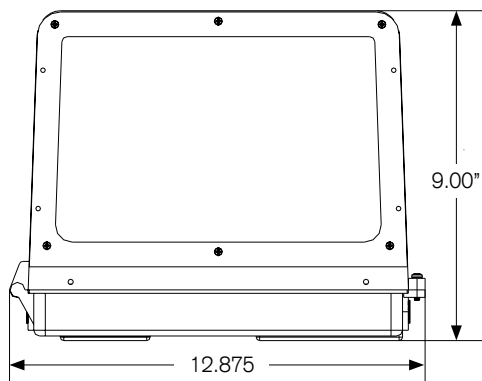
Type:

Catalog #:

Project:

Comments:

Prepared by:



Description

The D444-LED medium trapezoidal cutoff wall pack offers a sleek design and cutoff performance with a wide range of uses. It delivers the lighting needed for the exteriors of retail buildings, businesses, walkways, underpasses or door entrances. The D444 Quickship model delivers a full cutoff wall lighting solution for fast track projects in need of product on site immediately.

Ordering Information

Example: (D444-LED-40-50-U-BZ-Q)

D444-LED

Series	Wattage/Lumen	Color Temp.	Voltage	Finish	Lens Type
Medium Trapezoidal Cutoff Wall Pack	40 40W/4000 ¹	40 4000K 50 5000K ²	U 120-277V	BZ Bronze	Q Clear Flat Glass

¹ Delivered Lumens (5000K) - For 4000K multiply by 0.95

² DLC Listed, see Page 2 for table of models currently listed

Features

- Heavy-duty, two-piece die-cast aluminium housing.
- Silicone gasketing provides protection against moisture.
- Mounts directly to 3.5" octagon, or 4" square outlet box.
- 1/2" NPS tapped holes provided in three locations for surface conduit entry for optional photocell control.
- Dark bronze powder coated finish for impact, corrosion and UV resistance.
- Integral cast-in aluminum hinges.
- Can be used as an uplight for wall washing applications.
- Driver is 0-10V Dimming Standard
- Precision-designed polycarbonate optical lenses control and deliver light only where it is needed, Type III distribution with clear glass lens
- Includes Select-A-Watt adjustable LED driver (20W-30W-40W), factory set at 40W and field adjustable during installation

Performance Data

CRI:	70+
CCT:	4000K, 5000K
Warranty:	10 yr. Limited Warranty
Dimming:	0-10V Dimming Standard, 100% down to 10%
Operating Temperature:	-30°C to 50°C Max Ambient
L70 Lifetime Rating:	213,000 Hours (25°C); 113,000 Hours (55°C)
IP Rating:	IP55
Sound Rating:	Class A (inaudible in a 24dB ambient environment)
Power Factor:	> 0.90
Total Harmonic Distortion:	< 20%

Lumen Chart

Nominal Wattage	5000K Lumens	Efficacy (lm/W)
20W	2000	100
30W	3000	100
40W	4000	100

*For 4000K lumen outputs, multiple values by a factor of 0.95

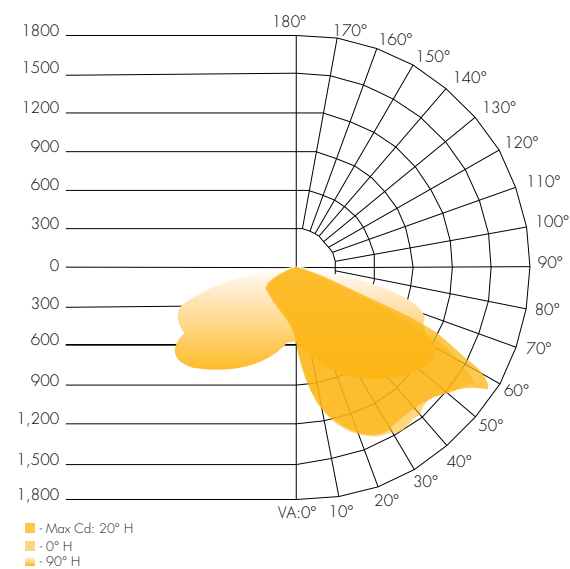
DLC Listing

	40W
4000K	
5000K	X

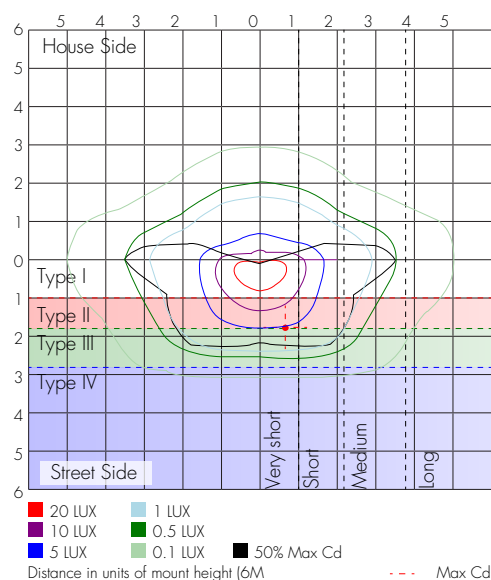
Photometric Data

40W 5000K

Polar Candela Distribution



Isolux Plot



Zonal Lumen Summary

Zone	Lumens	%Luminaire
0-30	692.3	17.5%
0-40	1,266.9	32%
0-60	2,874.0	72.6%
60-90	1,062.4	26.8%
70-100	316.3	8%
90-120	8.5	0.2%
0-90	3,936.4	99.4%
90-180	23.2	0.6%
0-180	3,959.5	100%



D802-LED

12" Low-Profile Area Light

Performance Data

CRI

73+

CCT

4000K, 5000K

Projected Lifetime

155,000 Hours (L70);
97,000 Hours (L80)

Dimming

Available with 0-10V inputs
dimming down to 10%

Operating Temperature

-40°C to 45°C Ambient

ETL Listed

Suitable for dry, damp, wet
locations

Client: _____

Project Name: _____

Order #: _____

Type: _____ Qty: _____



ETL

Listed

DLC

Premium

10 Yr

Limited
Warranty

Description

The D802-LED utilizes a soft-cornered aerodynamic design to provide excellent light distribution and an aesthetically appealing appearance. Ideal for storage areas, rail yards, loading docks, and building perimeters. One piece die cast aluminum door has two captive stainless steel fasteners and can be removed from the die cast aluminum housing for easy maintenance. Attractive dark bronze, polyester powder coated finish for excellent impact, corrosion and UV resistance.

Features

- High pressure die casting housing ,anti-static powder painting.
- High thermal conductive material & high efficiency cooling system.
- ETL Listed; IP66 rated
- Delivers up to 135 lumens per watt
- Precise light cutoff, less than 5 lumens of light above 90°
- Weight: 13 lbs (75W); 13.5 lbs (100W)
- Optional 3-pin twist lock photocell
- Photocell receptacle included standard
- Slip Fitter sized for 2-3/8" tenon
- 10-Year Limited Warranty

D802-LED

A

B

C

U

D

E

F

BZ

G

H

Ordering Information

A FIXTURE SERIES

D802-LED 12" Low-Profile
Area Light

B WATTAGE/LUMENS

75 75W/9500^{1,2}
100 100W/13650^{1,2}

C CCT

40 4000K
50 5000K²

D VOLTAGE

U 122-277V

E OPTICS

T3 Type 3
T5 Type 5

F MOUNTING

PM Pole Mount³RPMA Round Pole Mount Adapter^{3,4}YM Yoke Mount³SF Slip Fitter³

G FINISH

BZ Bronze

H OPTIONS

T Twist Lock Photocell³

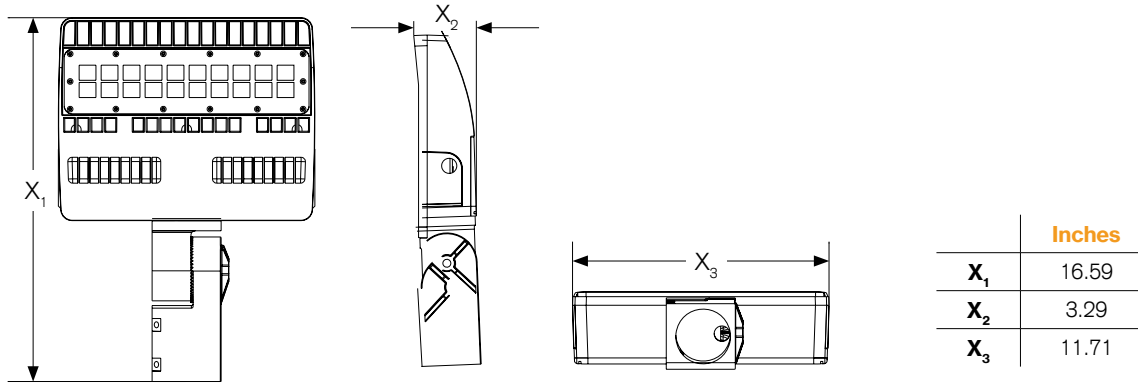
¹ Delivered Lumens (4000K Type 5 Distribution) - Multiply by 0.95 for Type 3 and 1.03 for 5000K

² DLC Listed (See Page 3 for more information on models currently listed)

³ Shipped separately

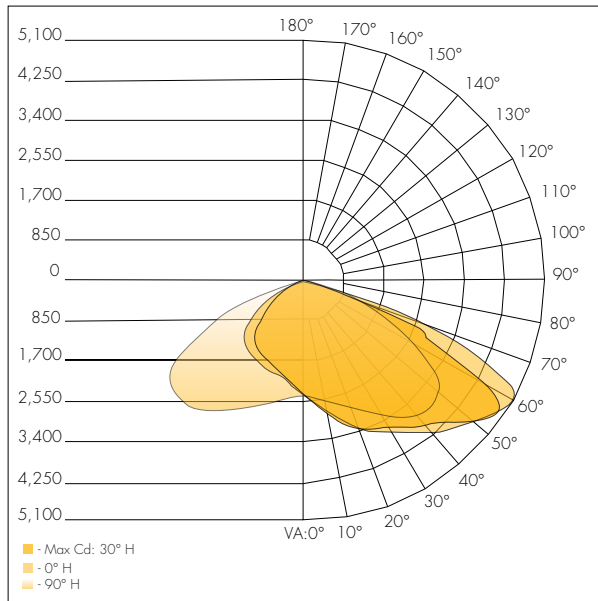
⁴ Must be ordered in conjunction with the Pole Mount Bracket

Dimensions

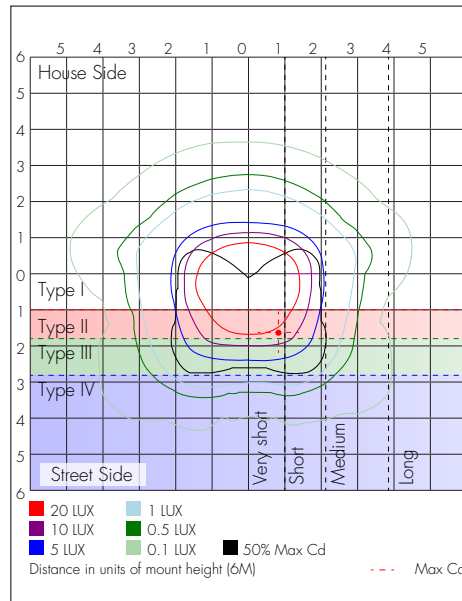


Photometrics

Model 100W 4000K Type 3



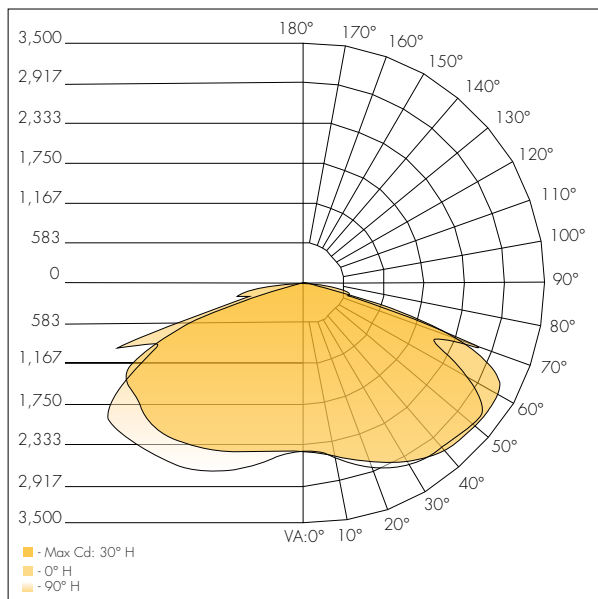
Isolux Plot



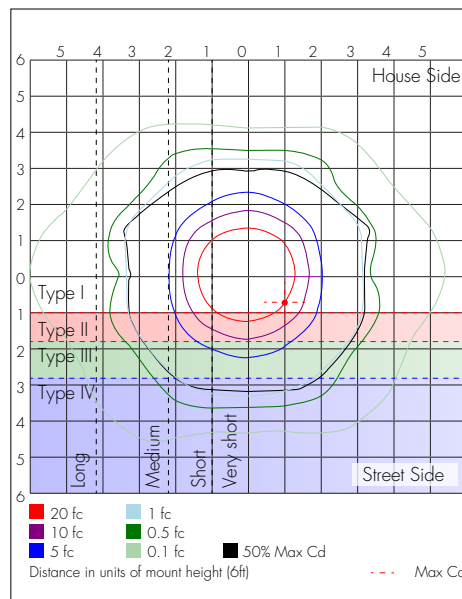
Zonal Lumen Summary

Zone	Lumens	%Lamp	%Luminaire
0-30	2,280.5	18.4%	18.4%
0-40	4,202.2	34%	34%
0-60	9,477.7	76.7%	76.7%
60-90	2,859.8	23.1%	23.1%
70-100	716.7	5.8%	5.8%
90-120	9.2	0.1%	0.1%
0-90	12,337.5	99.8%	99.8%
90-180	25.5	0.2%	0.2%
0-180	12,363.0	100%	100%

Model 100W 4000K Type 5



Isolux Plot



Zonal Lumen Summary

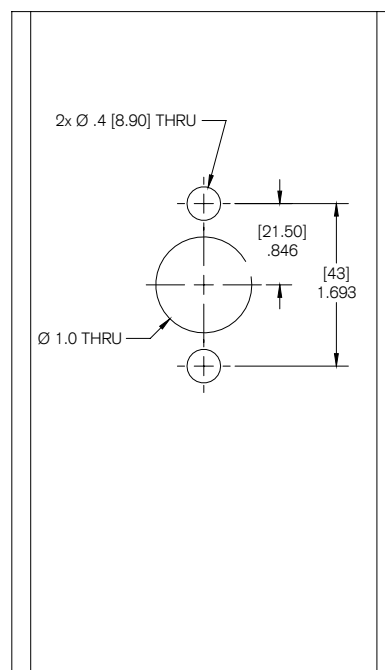
Zone	Lumens	%Lamp	%Luminaire
0-30	2,332.8	17.1%	17.1%
0-40	4,264.1	31.2%	31.2%
0-60	9,632.5	70.5%	70.5%
60-90	4,031.3	29.5%	29.5%
70-100	1,390.7	10.2%	10.2%
90-120	0.8	0%	0%
0-90	13,663.9	100%	100%
90-180	1.5	0%	0%
0-180	13,665.4	100%	100%

DLC Listing

	75W ¹		100W ¹	
	T3	T5	T3	T5
4000K	X	X	X	X
5000K	X	X	X	X

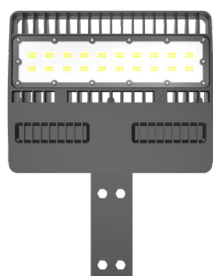
¹DLC Premium

Pole Mount Drill Pattern



Mounting Options

Pole Mount

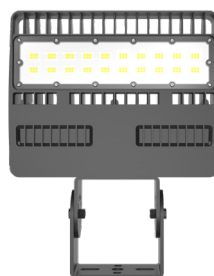


Front Side



Side View

Yoke Mount



Front Side



Side View

Slip Filter



Front Side



Side View

Agenda
Planning Commission
Wednesday, 20 March 2019 – 7:00 P.M.
City Hall – Council Chambers, 1 S Huron St
Ypsilanti, MI 48197

VII. New Business

- Bylaws discussion: Conflict of Interest update



THE RULES OF PROCEDURE AND BYLAWS

OF

THE PLANNING COMMISSION

OF

THE CITY OF YPSILANTI, MICHIGAN

As adopted, Aug 17 2011

DRAFT FOR DISCUSSION
2019-03-14

ARTICLE I – Name

The name of the Commission shall be the Planning Commission of The City of Ypsilanti, hereinafter referred to as "Commission."

ARTICLE II – Objectives

The objectives, purposes, powers, and duties of the Commission are those set forth by P.A. 33 of 2008, as amended, being the Michigan Planning Enabling Act, (M.C.L. 125.3801 et seq.), hereinafter "the Planning Act," and the administration of Chapter 122 of the City Code of Ordinances, Zoning, and all subsequent amendments thereto, in accordance with P.A. 110 of 2006, as amended, being the Michigan Zoning Enabling Act, (M.C.L. 125.3101 et seq.), hereinafter "the Zoning Act."

- Section 1. The commission shall review and act on all proposed zoning ordinances, zoning amendments, or Planned Unit Developments pursuant to the Zoning Act. At least one hearing shall be held on each proposed zoning ordinance, amendment, or Planned Unit Development, with notices given as specified in the zoning ordinance and the Zoning Act. After the hearing, action shall be in the form of a recommendation to the City Council.
- Section 2. The Commission shall review and act on all special use permit applications pursuant to the Zoning Act and zoning ordinance. At least one hearing shall be held on each special use permit.
- Section 3. The Commission shall review and act on all those site plans which the zoning ordinance requires Commission action.
- Section 4. The Commission shall not act, or otherwise hear issues on zoning ordinance interpretation, zoning map interpretation, or variances. Such matters shall be exclusively the jurisdiction of the Zoning Board of Appeals.
- Section 5. The Commission shall review and advise upon all plans of adjacent or contiguous government units, including Ypsilanti and Superior Townships, Washtenaw County, and Eastern Michigan University. This review should focus on coordination of planning between governments, including consistencies or inconsistencies between plans and consideration of matters of broader interest than the City of Ypsilanti.
- Section 6. The Commission shall review and advise upon plans for capital improvements, such as construction, expansion, removal, or vacating of public lands, buildings, or right-of-ways. This review should focus on consistency with adopted plans of the City and other governmental units. This may be done by an annual review of the City's Capital Improvement Plan prior to adoption by City Council, rather than of each project individually.

Deleted: non-use variances,

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ARTICLE III – Membership

- Section 1. Membership of the Planning Commission shall consist of nine members. Members of the Commission shall be appointed as provided for in the City Charter of the City of Ypsilanti.
- Section 2. The first priority of each member of the Commission shall be to represent and advocate what is best for the City of Ypsilanti as a whole, putting aside personal or special interests.
- Section 3. Membership of the Commission shall be representative of the entire geography of the City of Ypsilanti and of important segments of the community.

Deleted: Section 9.03 of

PLANNING COMMISSION RULES OF PROCEDURE AND BYLAWS

Section 4. Each member of the Commission shall avoid conflicts of interest, including, but not limited to, deliberating on, voting on, or reviewing a case concerning the member; the immediate family or household of the member; property owned by or neighboring property owned by the member; or a corporation or partnership in which the member has an ownership, employment, or other financial interest; or when there is a reasonable appearance of a conflict of interest.

For the purposes of this section, a neighboring property shall include any property falling within the 300' notification radius described by Section 103 of the Zoning Act.

Potential conflicts of interest should be identified by the member prior to deliberation of the case. Members shall disclose, except where it violates a confidence, the general nature of the conflict, and the minutes shall so record the conflict and abstention. The member shall remove themselves from the meeting room during deliberation of the case.

Section 5. Members shall avoid *ex parte* contact about cases before the Commission whenever possible. If such contact occurs, the member shall make a report of the discussion to the Commission at the public hearing or deliberation of the case.

Section 6. Once a vote is taken and an issue is decided by vote, the duty of each member of the Commission is to accurately represent the position reflected by the outcome of the vote.

From time-to-time, or on a specific issue, the Commission may appoint a spokesperson for the Commission for all matters which occur outside of the meetings of the Commission.

Section 7. One member of the Commission may also serve on the Zoning Board of Appeals. This member shall not vote twice on the same issue, such as voting at the ZBA on an appeal of a Planning Commission decision that the member voted on.

ARTICLE IV – Officers, and Their Duties

Section 1. The officers of the Commission shall be a Chairperson and a Vice-Chairperson. Such other officers, sub-committees, etc. as are deemed necessary and advisable for the conduct of business shall be appointed as required and provided for by the Commission.

Section 2. The Chairperson shall preside at all meetings and hearings of the Commission and shall have the duties normally conferred by parliamentary usage on such officers. The Chairperson shall additionally serve as Secretary, and shall sign approved minutes of meetings, receive communications and petitions sent to the Planning Commission, and transmit proposed Master Plan amendments to neighboring communities.

Section 3. The Vice-Chairperson shall preside and exercise all of the duties of the Chairperson in their absence. Should neither the Chairperson nor the Vice-Chairperson be present at a meeting, a temporary Chairperson shall be elected by the majority vote of the members present.

Section 4. The Chairperson and the City Planner shall sign all legal documents for the Commission.

Section 5. The Commission may designate a person who is not a member of the Commission to serve as Recording Secretary. The Recording Secretary shall prepare draft minutes for review by the Commission and shall perform such other duties as may be ordered by the Commission.

Section 6. Nomination of officers shall be made from the floor at the annual organizational meeting which shall be the regular meeting in June each year, and the election shall be immediately thereafter.

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¶ Potential conflicts of interest should be identified by the member prior to deliberation of the case; if the Commission determines that a conflict exists, t

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PLANNING COMMISSION RULES OF PROCEDURE AND BYLAWS

Section 7. A candidate receiving a majority vote of the entire Commission shall be declared elected and shall serve a term of one year or until ~~their~~ successor shall take the office.

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Section 8. Vacancies in office shall be filled immediately by regular election procedures.

Section 9. The officers shall be members of the Commission.

ARTICLE V – Meetings

Section 1. All regular and special meetings, hearings, and records shall be open to the public. Meetings shall be conducted under the Open Meetings Act of the State of Michigan.

Section 2. The Commission shall hold a minimum of four regular meetings per year.

Section 3. A special meeting of the Commission may be called by the Chairperson, or the Vice-Chairperson in the event the Chairperson is unavailable, or any three (3) members of the Commission. Each member of the Commission must receive at least two days' notice as to the time, place and purpose of the meeting.

Section 4. All inquiries, applications, or matters requiring official action by the Commission shall be submitted in writing, ~~be properly drafted on official forms necessary, and contain all relevant~~ information regarding the matter upon which the Commission is requested to act. Further, any petitioners may withdraw a petition at any time by filing a written notice of withdrawal with the City Planner.

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Section 5. The normal order of business at meetings shall be as follows:

1. Call to order
2. Roll call
3. Approval of minutes
4. Audience participation
5. Any business item requiring a public hearing
6. Old business
7. New business
8. Adjournment

Section 6. A quorum shall consist of a majority of the current Planning Commissioners, but no less than four (4) members.

Section 7. All proceedings, decisions and resolutions of the Commission shall be initiated by motion.

Motions made in an administrative capacity, such as rezonings, site plan reviews, and special use permits, shall include findings of facts and reasons for the Commission's action.

Section 8. An affirmative vote of a majority of those present shall be necessary to pass any motion involving the adoption or amending of plans, policy statements or recommendations to the Council.

Section 9. Voting shall be by voice vote and shall not be recorded as individual ayes or nays unless requested by a member of the Commission, in which case the Chairperson shall order the vote to be so recorded except that any member may abstain by so declaring prior to vote. An abstention may only be made in the case of a conflict of interest; it is otherwise the duty of all Commissioners present to participate in the vote.

PLANNING COMMISSION RULES OF PROCEDURE AND BYLAWS

- Section 10. Parliamentary procedure in Commission meetings shall be governed by Roberts Rules of Order, as amended. The City Planner shall act as parliamentarian during Planning Commission meetings.
- Section 11. The City Planner, City Attorney, and other officials of the City may participate in the Commission's discussion, but shall not vote, introduce motions, be counted towards quorum, or initiate any other parliamentary action.

ARTICLE VI – Procedures

- Section 1. Applications and all required supporting documentation are to be submitted by the filing deadline. Applicants are to be provided with instructions which include the deadline date. Failure to submit a complete application and/or any required component of the application or submission of an inadequate application and/or any required component of the application will result in the case being withdrawn from consideration.
- Section 2. The usual order of procedure of the public hearing shall be:
- Chair states the name of the case and explains procedure and nature of case.
 - City Planner presents the official records of the case.
 - City Planner presents staff recommendation.
 - Commission asks questions of staff.
 - Applicant presents their case.
 - Motion to open public hearing and chairperson directs that all persons present in connection therewith identify themselves by name and address. Chair explains the procedure.
 - The public are heard.
 - Closing of Public Hearing – motion to close shall require majority concurrence for each petition.
 - Discussion by Commissioners.
 - Motion and decision by Commissioners.

ARTICLE VII – Disposition and Record

- Section 1. The decision of the Commission shall take effect five (5) days from the date of determination. However, the Commission may find the immediate effect of such decision is necessary for the preservation of property or personal rights and shall certify with five (5) concurring votes or a majority vote of the members present. The applicant shall be advised of the decision in writing within five (5) days of the final hearing and decision.
- Section 2. The Commission shall keep, or cause to be kept, a permanent record of Commission meetings and decisions, which shall, at a minimum, include:
- A copy of the meeting posting pursuant to P.A. 267 of 1976, as amended, (being the Michigan Open Meetings Act, M.C.L. 15.261 et seq.).
 - A copy of the minutes, and all its attachments which shall include a summary of the meeting, in chronological sequence of occurrence.
 - Records of any action, support documents, maps, site plans, photographs, and correspondence received, attached as an appendix to the minutes.
- Section 3. The City Planner shall communicate the actions and recommendations of the Commission to the City Council and general public.

Deleted: Applications shall be made by the owner or by parties who have substantial interest and rights in the premises affected, provided that the owner consents to the request. The applicant may appear in his/her own behalf or may be represented by his/her attorney or agent at the hearing.¶
¶

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Site inspections shall be made by the City Planner or other staff, or by members of the Commission designated to make inspections.¶

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<#>Applicant presents his/her case.¶
¶

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Commented [BW1]: There's no particular reason to delay this. We can go next business day, or three business days (then essentially by the Friday). Five days is just a bit odd (it would be by the following Tuesday).

PLANNING COMMISSION RULES OF PROCEDURE AND BYLAWS

ARTICLE VIII – Committees

- Section 1. The Commission or Chair may establish and appoint ad hoc committees for special purposes or issues, as deemed necessary. Less than a quorum may serve on an ad hoc committee at any given time.
- Section 2. The Commission, Chair, or City Planner may establish and appoint citizen committees with the consent of the Commission. Membership can be any number, so long as less than a quorum of the Commission serves on a citizen committee at any given time. The purpose of the citizen committee is to be able to use individuals who are knowledgeable or expert in a particular issue before the Commission or to better represent various interest groups.
- Section 3. All committees are subservient to the Commission and report their recommendations to the Commission for review and action. The Commission can overrule any action of any committee.
- Section 4. The same principles of these Bylaws for the Commission also apply to all committees of the Commission, including, but not limited to, making all meetings open to the public and keeping a record of all proceedings.

Deleted: Section 4. - Whenever approval of a petition is authorized by resolution of the Commission, a building or occupancy permit shall be obtained within six (6) months from the date of this approval or failure to obtain such permit within six (6) months shall invalidate the approval.¶

Deleted: principals

ARTICLE IX – Commission Absences

- Section 1. In order to maintain maximum participation of all appointed Commission members at all regularly scheduled meetings, the following attendance guide and Commissioner replacement policy for “excused” or “unexcused” should be implemented:
- When appointed, each Commissioner should state their willingness and intention to attend each scheduled meeting of the Commission.
 - In the event of unplanned personal matters, business trips, family vacation trips, changed job requirements, sickness, or other physical disabilities that prohibit the commissioner from attending the scheduled meeting, the Commission, professional staff of the City, or the Commission Chairperson should be notified as early as possible prior to the start hour of their inability to attend the scheduled meeting. The Commission member upon this notification will receive an “excused absence” for the involved scheduled meeting.
 - There will be a limit of three (3) consecutive “excused absences” or two (2) consecutive “unexcused absences” for any member of the Commission. If any member exceeds the above criteria for consecutive absences, the Commissioner will be recommended for dismissal unless extenuating circumstances exist.
 - If any Commission member is absent, whether excused or not, from any five (5) scheduled monthly Commission meetings, whether consecutive or not, during any one year period, the commissioner will be recommended for dismissal unless extenuating circumstances exist.
 - The recommendation for dismissal as required will be initiated by City staff and forwarded on to the City Council for official action.

Deleted: Section 1. - In order to maintain maximum participation of all appointed Planning Commission members at all regularly scheduled meetings of the Ypsilanti Planning Commission, the following attendance guide and Commissioner replacement policy for “excused” or “unexcused” should be implemented:¶

¶
<#>When appointed, each Commissioner should state his/her willingness and intention to attend each scheduled monthly meeting of the Planning Commission.¶

¶
<#>In the event of unplanned personal matters, business trips, family vacation trips, changed job requirements, sickness, or other physical disabilities that prohibit the commissioner from attending the scheduled monthly meeting; the Commission, professional staff at City Hall or the Planning Commission Chairperson should be notified as early as possible prior to the start hour of their inability to attend the scheduled meeting. The Planning Commission member upon this notification will receive an “excused absence” for the involved scheduled meeting.¶

¶
<#>There will be a limit of three (3) consecutive “absences” or two (2) consecutive “unexcused absences” for any member of the Planning Commission. If any member meets the above criteria for consecutive yearly scheduled regular meetings, the Commissioner will be canvassed and be considered for an automatic appointment nullification.¶

¶
<#>If any Planning Commission member is absent from any five (5) scheduled monthly Planning Commission meetings during any one year period, whether consecutive or not, the Commissioner is subject to an automatic appointment nullification immediately after the fifth missed meeting, whether the absences are excused or not. The Commissioner should be replaced as soon as possible by the Mayor and City Council in order to maintain the prescribed number of Planning Commission members.¶

¶
<#>The “appointment nullification” action as required will be initiated by Planning and Development Professional staff and forwarded on to the City Council for official action.¶

ARTICLE X – Miscellaneous

PLANNING COMMISSION RULES OF PROCEDURE AND BYLAWS

Section 1. These Rules may be amended or altered during a regular meeting by the affirmative vote of at least six (6) members, or a majority of those on the current roster of the Commission, provided notice of the proposed change is given to the Commission at a preceding regular meeting.

Deleted: and Regulations

Section 2. The provisions of these Rules shall be discussed and/or adopted or readopted by the Commission annually at their regular June meeting.

Deleted: and Regulations

Section 3. The Commission shall provide City Council with an annual report. This report shall include discussion of the Commission's activities, the status of any planning processes, priorities and recommendations to Council for the coming year, and any fiscal needs anticipated. This report shall be prepared prior to the preparation of the City's budget priorities.

Moved by Commissioner and Supported by Commissioner that the Rules and Regulations of the Commission be adopted as presented on .

Deleted: LENART

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AYES: NAYS: 0 ABSENT: DENIED
ADOPTED

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Agenda
Planning Commission
Wednesday, 20 March 2019 – 7:00 P.M.
City Hall – Council Chambers, 1 S Huron St
Ypsilanti, MI 48197

VIII. Committee Reports

- Non-motorized Committee Report

Ypsilanti Non-Motorized Advisory Committee Meeting Minutes

Thursday, March 7, 2019

1. Call to order - The meeting was called to order at 7:00pm at the Ypsilanti District Library, 229 W. Michigan Avenue. Committee members attending were Sarah Walsh, Dylan Goings Jared Talaga and Bob Krzewinski. Also attending was City Planner Bonnie Wessler.
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, passing unanimously.
 - b. Approval of January meeting minutes - A motion was made by Sarah, seconded by Jared to approve the minutes, passing unanimously.
 - c. Additional Committee member recruitment – Bob will post Committee Facebook requests for volunteers and also use the Mayor’s newsletter.
 - d. Non-Motorized Advisory Committee Improved Collaboration & By-Laws Revision – Having the Committee more involved in City non-motorized issues was discussed with a goal of the Committee becoming much more involved in the City’s 2020 budget. Bonnie will also review the discussions leading up to the formation of the Committee.
4. Old & continuing business
 - a. 2019 Committee priorities
 1. City Non-Motorized Plan – Jared gave an update on the draft with a request that all text revisions be sent to him by March 11th with the plan being to have the final draft completed for review by the Planning Commission at their April 17th meeting. Prior to the start of the April Planning Commission meeting there will be a public input session from 6pm to 7pm. Stakeholders will also be emailed a copy of the final draft before April 15th and the Committee will also solicit input at the Ypsilanti Earth Day Festival on April 14th. Jared will also have the City Sustainability Commission review the draft.
 2. Sidewalk curb cut inventory & improvements – The Committee will start working on creating a “top 10” list of curb cut needs and improvements and forwarded to the Planning Department for possible incorporation into a work plan for the City.
 3. Pedestrian Improvements –The newly approved (by City Council 3/5/19) Responsive Traffic Safety Improvement policy was discussed where citizens can petition for traffic calming measures in their neighborhood. A City web page will be created for this policy and the Committee will publicize this on their web and Facebook pages.
 4. Bike Lanes – West Cross Street – Design work is continuing that would incorporate traffic calming measures, including bike lanes and a center turn lane in the Mansfield Street area.
 5. Communication – The Committee is planning to have a May local 3-foot passing law education drive with publicity finalized by the time of the April Committee meeting.
 6. Non-Motorized City budget – Amount of funds for non-motorized projects, Committee involvement in disbursement decisions – No new update.

7. Bike Boulevards – The initial plan would be use Adams Street, from Harriet to Forest, as a pilot project.
8. Border To Border Trail gap completion & improvements – Plans are for improvements on Grove Road and Frog Island Park to begin construction in late 2019 and 2020.
9. Walk Friendly Community application – 2019 deadlines are June 15 and December 15.
10. Sidewalk/Curb Cut snow removal promotion – February and March were a difficult time for sidewalk snow/ice removal due to extended hard freeze periods.
11. Events – The Commission will have a table at the Ypsilanti Earth Day Festival (4/14, Cultivate, 3-7pm). Bob will plan for a Water Street B2B Trail walk on national Trails Opening Day 4/13. Bob will work on obtaining helmet donations for the annual Parkridge Festival.
12. Dockless bicycle/scooter policy by City – City Council unanimously approved a first reading of a new Shared Mobility Device ordinance at its March 4th meeting that contained input from the Non-Motorized Advisory Committee through Dylan's research work.

5. New Business

- a. Planning Department update – Bonnie gave updates on City non-motorized plans including Huron/Hamilton/Cross/Washtenaw MDOT work and planning for a new Cross Street bridge.
- b. Parkridge bike repair station – Bob will work with the Washtenaw Bicycling & Walking Coalition on an AARP Community Challenge grant application and matching fund contribution to fund a Dero bicycle repair stand for the Parkridge Community Center. Bonnie could author a support letter from the City.
- c. Public comment on amendment to the SEMCOG - FY 2017-2020 Transportation Improvement Program – Input from the Committee to SEMCOG will be done before a March 14th deadline.

6. Other Items – Announcements – None.

7. Adjournment - A motion was made by Sarah, seconded by Jared, to adjourn the meeting. The motion was approved unanimously, and the meeting was adjourned at 8:00pm. The next meeting will be Thursday, April 4, 7pm at the downtown Library.

Underground Railroad Bicycle Tour Route Passes Through Ypsilanti & Ann Arbor

The Adventure Cycling Association established a spur route of its Underground Railroad bicycle tour route that passes through Ypsilanti, as well as Ann Arbor and Saline.

The Underground Railroad Bicycle Route (UGRR) honors the bravery of those who fled bondage and those who provided shelter. This route passes points of interest and historic sites along a 2,008-mile corridor. Beginning in Mobile, Alabama – a busy port for slavery during the pre-civil war era – the route goes north following rivers through Alabama, Mississippi, Tennessee, and Kentucky. Waterways, as well as the North Star, were often used by freedom seekers as a guide in their journeys to escape slavery. The tour route ends at Owen Sound, a town founded by freedom seekers in 1857. Owen Sound is located on the southern side of Lake Huron's Georgian Bay.

In Ypsilanti, the Underground Railroad Bicycle Route travels along Clark Road, Oakwood Street, Michigan Avenue and Grove Road, urging visiting cyclists to visit historical sights along the way. Specifically the route recommends in Ypsilanti a visit to...

- The Elijah McCoy Commemorative Marker at the Ypsilanti Public Library commemorates Elijah McCoy, famous African-American inventor who had more patents than any other black inventor up to that time. His emancipated father and enslaved mother escaped with help from Underground Railroad conductors and then settled in Ypsilanti before the Civil War.
- The Leonard Chase House behind the Thompson Block building -- Leonard Chase housed freedom seekers and Mrs. Eurotas Morton brought bread for them from her house in the 200 block of N. River Street.

The Underground Railroad route also allows bicyclists to travel on sections of Washtenaw County's Border To Border Trail.

The Adventure Cycling Association was established to inspire people of all ages to travel by bicycle. The non-profit group helps cyclists explore the landscapes and history of America for fitness, fun, and self-discovery and has created one of the largest bicycle tour route networks in the world at 41,399 miles (and growing). Established in 1973 as Bikecentennial, Adventure Cycling is the premier bicycle travel organization in North America with 44,500 members nationwide and is headquartered in Missoula, Montana.

Washtenaw County Underground Railroad Bicycle Route Map Section -

https://docs.wixstatic.com/ugd/886cc1_59092531277747babfb7a9c05e9fd4cb.pdf

Complete Underground Railroad Bicycle Route Information -

<http://www.adventurecycling.org/routes-and-maps/adventure-cycling-route-network/underground-railroad-ugrr/>

Agenda
Planning Commission
Wednesday, 20 March 2019 – 7:00 P.M.
City Hall – Council Chambers, 1 S Huron St
Ypsilanti, MI 48197

VIII. Committee Reports

- Master Plan: Housing Affordability and Access Committee report

DRAFT Minutes, Housing Affordability & Accessibility Committee

February 7th, 2019

Present:

- Toi Dennis
- Richard Murphy
- Mike Auerbach
- Matt Dunwoodie
- Heidi Jugenitz
- Amber Fellows
- Ashley Fox
- Nathanael Romero
- Cheranissa Roach

KEY DATES (Now through April):

- Monday, February 18 @ 7pm: Public engagement sub-group meeting (RAC)
- Monday, February 25 @ 6pm: Strategies & solutions sub-group meeting (Ypsi district library)
- Monday, February 25: Public input promo materials go-live
- Saturday, March 2 or Sunday, March 3 (TBC), 11am-3pm: Working session, public input events @ RAC (date & venue TBC)
- Thursday, March 7 @ 7pm: Monthly committee meeting
- Tuesday, March 12 @ 6pm: Public input event #1 (RAC or EMU, TBC)
- Monday, March 18 @ 6pm: Public input event #2 (RAC or EMU, TBC)
- Thursday, April 4 @ 7pm: Monthly committee meeting
- Saturday, April 13, 11:30am - 1:30pm: Public input event #3 (Messias)

1. Data synthesis update:

One-pagers on each problem statement are coming along & open for comment/feedback.

Action: Interested committee members to review one-pagers (links below) and provide written feedback (via Google Docs commenting feature) on clarity, conciseness & relevance of information presented.

1. [Housing prices are increasing quickly and are pricing people out of their homes while the community still perceives Ypsilanti as fully affordable due to extreme changes over the past 3-5 years.](#)
2. [The current measures for affordability don't fully address the need in Ypsilanti because the information is not being collected nor properly calibrated to our demographics](#)

3. [Our housing stock is old so they are not built to be accessible and typically need costly maintenance or mold remediation to improve quality](#)
4. [We have limited land to grow into for the current population and any influx due to zoning and community pressure to maintain current density](#)
5. [Existing policies and approaches exacerbate our affordability and accessibility challenges](#)

The online survey closed January 31, and all completed paper surveys have been collected. Analysis of survey responses is underway. Remaining paper-based survey responses will be added to the electronic database next week.

Action: Data synthesis group to share top-line results with committee via email and/or Share Drive link by end of next week (February 15).

Amber shared that she is working with YCS to have the survey distributed to its listerv. Given the continuing under-representation of certain groups (black/African-American, male, and renter respondents), committee members agreed to reopen the survey for YCS in an effort to obtain a more representative set of responses.

Action: Amber to update committee members if/when survey link is circulated to YCS listserv (survey will remain open for at least 3-4 days after link circulation).

2. Public engagement update:

Committee members settled on target dates for public input events. They also agreed to change the format of the third public engagement event (from presentation + World Café to presentation + open forum) to facilitate exchange and group dialogue. The dates retained for the public input events are as follows (venues subject to change pending availability):

Session #1 (presentation + World Café): Tuesday, March 12, 6-8:30pm @ RAC or EMU
Session #2 (presentation + World Café): Thursday, March 21, 6-8:30pm @ RAC or EMU
Session #3 (presentation + open forum): Saturday, April 13, 11:30-1:30pm @ Messias

Action: Heidi to follow up with RAC, Toi to follow up with EMU & Messias re: room availability for public engagement events. Venues will be finalized by February 18th.

Nathanael raised the need for advance promotion of public input events and proposed that all promotional materials be finalized and posted by February 25th.

Action: Heidi to draft a promotional flyer and circulate to the full committee for comment & feedback by next week.

Action: Amber and/or Nathanael to create FB group for the committee to help circulate event info.

Action: Public engagement sub-group to develop and finalize a promotional plan & materials for public input events. The sub-group will meet **Monday, February 18th @ 7pm** at the RAC (all are welcome to attend).

Committee members discussed preparatory work for the public input events, which will involve:

- *Developing an overview presentation structured around the five problem statements and their impact on Ypsi residents*
- *Identifying person(s) to deliver presentation (March 12, March 21, April 13)*
- *Grouping identified affordability & accessibility solutions by problem statement/World Café station*
- *Designing & developing communications materials, including visual aids and handouts, for each World Café station (problem statement + potential solutions)*
- *Identifying person(s) to staff World Café stations (March 12, March 21)*

Action: The full committee will hold a half-day working session at the RAC March 2nd or 3rd (11am - 3pm) to prepare for the public input events. Heidi to confirm date & room by February 18th.

Strategies & solutions sub-group update:

Matt provided an update on behalf of the strategies & solutions sub-group. The group has developed working definitions and has conducted a preliminary review to rule out some strategies that don't seem like a good match for Ypsi. Medium/high-priority strategies have been organized into categories (policies, interventions, etc). The spreadsheet containing a list of potential solutions is available on the Share Drive [here](#).

Action: Interested committee members should make edits and additions [to the spreadsheet](#) between now and February 25th.

Action: Strategies & solutions sub-group to meet Feb 25th from 6 to 8pm at the Ypsi District Library.

Housing Affordability & Accessibility Committee
Meeting Minutes
March 7, 2019

1. Review of presentation outline

Revisions added to presentation outline shared by Dez, available [here](#).

2. Review of potential solutions

Revised solutions list available [here](#).

3. Next work session will be held on Sunday, March 10 from 1-4pm in the RAC Gallery.

4. Upcoming tasks:

- Revise one-pagers (reduce length, make sure content is clear and approachable)
- Finalize wording of strategies & solutions
- Assign people to presentation slides AND world café stations
- Select dates for public input events (World Cafe 1 the week of April 8, World Cafe 2 the week of April 15, Open forum the week of April 29)
- Finalize promotional materials
- Map survey questions to potential strategies/solutions
- Develop statement of analysis for each strategy/solution (as applicable)
- Incorporate analysis of survey results into public input materials
- Identify a real-world example for each strategy/solution
- Design display boards
- Purchase display boards, colored stickers (for voting) & other materials
- Assemble display boards
- Assemble comment boxes for each theme (with pre-printed comment sheets that list potential strategies & solutions)

**PLANNING COMMISSION
MEETING MINUTES
February 20, 2019
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. Talaga, H. Jugenitz, J. Donnelly, P. Hollifield, T. Dennis
J. McGadney (late)

Absent: M. Simmons (excused)

Staff: Bonnie Wessler, City Planner
Sarah Stachnik, Planning Intern

III. APPROVAL OF MINUTES

Commissioner Hollifield moved to approve the minutes of December 19, 2018 (Support: Jugenitz) and the motion carried unanimously.

IV. AUDIENCE PARTICIPATION

None

V. PRESENTATION AND PUBLIC HEARING ITEMS

1. 307 N River – Site Plan Review

Commissioner Jugenitz recused herself from 307 N River discussion as she owns property adjacent to the site. She left the room for the staff review, public comment, and deliberation.

Planner Wessler noted that this is an item that has come to Planning Commission in April and then in October. It is a request for site plan approval of improvements already made. The unusual layout of the site present challenges for parking placement, landscaping, buffer, and sidewalk requirements. Photo is not a typical street presenting challenges. There are currently many parking issues on the lot. Staff noted that there is room for improvement with the existing layout and asked about the rational for the existing layout with parking on the north side. Staff recommended denial based on the number of variances and conditions needed.

Chair Dunwoodie asked for clarification about the building type. Staff clarified that it building type is dictated by lot size and not the type of building. Dunwoodie asked about the possibility of variances and staff read out conditions of variance approval.

Mark Wright, Architect – noted that they did not want the parking to dictate site layout. If there was not a big need for parking, he would not be pursuing additional parking. He wanted clarification about what waivers they are likely to get from planning commission in terms of sidewalk, parking, and dumpster requirements.

Ryan Wallace, Applicant – wanted to be on record talking about parking in Depot Town. Parking is a massive issue in Depot Town with the economic development happening in the area. There was a parking issue before Cultivate moved in. He observed that non-Cultivate patrons also use their parking lot. They have seen little action from the city and there is a greater concern from the community about the lack of parking. He is shocked that new businesses coming in are not required to have parking. He would prefer to expand the beer garden rather than provide parking, but believes that having parking is offering something to the town and that the area needs more parking in the long term.

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

Janel Sterling – Photo St – owns property adjacent to the lot. She asked for clarification of the process because Cultivate did not present site plan before opening. The changes have impacted everyone. She voiced a number of concerns about the parking, noise, and dumpster location. She has noted that people park in front of her house and fire hydrant, idle, and removed the no parking sign. There is no separation between parking and the street. There are lots of noisy, outdoor performances. She does not know when else she and other residents will be able to voice their concerns and comment on the site plan. She recognized that they have site challenges, but they do not want to get pushed out of their home. *Also noted there is street parking on Photo Street right now, contrary to the site plan.*

Douglas and Rita Allen – 301 River, south of Cultivate – was really concerned about the noise. He lives right next door and does not want to be pushed out from the noise pollution. The decibel is constantly above the allowed level. They have called the police, but the next night there is the same problem. The events are happening more frequently and they are losing renters because of the noise. He thinks all amplified performances should stay inside. They also find Cultivate patrons parking in their tenants' parking lot.

Wylie – 229 N River – wanted to address parking issue. He was concerned about where the tenants and patrons of the Thompson building are going to park, if there is already a parking issue. His tenants already have to park on the street. Parking is really bad in the area and the City needs to do something. He agreed that amplified entertainment should be inside and acknowledged that residential and commercial uses are always an issue.

Commission Hollifield moved to close the public comment (Support T. Dennis) and the motion carried unanimously.

Chair Dunwoodie asked about the parking requirement for the district. There is no parking required. His biggest concern is that the parking is done safely. Applicants handed out updated site plans. Staff has not reviewed the new site plan and thus proposed conditions have not been updated.

Planner Wessler responded to the public comment about the process. In the Center District, a site plan review is not required for a change of use, but is needed for the beer garden.

Commissioners discussed challenges of parking, dumpster location, and sidewalks. Chair Dunwoodie asked why staff recommended denial rather than tabling. This was to move it to the table to discussion. If the Commission does deny the site plan there is no restriction for when they can reapply.

Commissioner Talaga motion to deny will the following findings:

1. The development proposal does not conform to all the provisions and requirements, nor the spirit and intent, of the Zoning Ordinance and the Master Plan, per §122-311(b).
2. The elements of the site are not harmoniously and efficiently organized per §122-311(c). The layout of parking relative to Photo Street and the entrances promotes vehicle and pedestrian conflict, and encourages illegal on-street parking while making adequate signage difficult to place and enforce and impeding the transit of emergency vehicles. The placement of the outdoor assembly area adjacent to multifamily residential and the Historic Corridor district to the south, rather than to the north of the building adjacent to a commercial parking area and far fewer residents, zoned Center, promotes conflict.

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

Commissioner Jugenitz returned to the Chambers.

Commissioner Dennis asked about the noise issue. Staff noted that the noise ordinance should be sufficient and the enforcement seems to be the issue. A vegetative barrier and site reconfiguration are two options to reduce the noise pollution. A solid wall would be limited to six feet and would be seen by the Historic District Commission. Residents expressed concern that nothing would change in the short term and want to know what their options are, and what is required of the applicants. As long as the applicants are moving towards compliance, it remains an enforcement issue.

2. Commercial Sales and Commercial Recreational Use of Firearms

Planner Wessler stated that this is a follow-up from last meeting. Staff mapped the proposed distances and started to remove elements to make sure the uses were not “zoned out.”

Staff recommended Option 4, allowing Firearms Sales Establishments as a Special Use in GC and S/Res (special use when adjacent to residential, otherwise permitted) in PMD, with the following locational restrictions:

- 500' away from public parks, daycare centers, grade schools, Eastern Michigan University, and the Center District;
 - 300' away from pawn stores or secondhand goods dealers;
 - 300' away from a store less than 15,000 square feet with sales of alcohol, or a bar/lounge.
- Thoughts about adding language.

Staff further recommended that the Planning Commission evaluate whether a buffer distance from other firearms sales establishments of 300', 500', or 1,000' might be desirable. Staff

recommends 1,000', as this distance generally permits one establishment per available neighborhood, preventing an overconcentration of uses.

Commissioner Jugenitz asked about the rationale between differentiating between uses for buffering. The difference is between outdoor assembly (500') and distances between recreational intoxicants and uses that could become firearms sales like pawn stores. The buffers go from lot line to lot line and only allow one establishment per parcel. Other cities either don't regulate firearms at all or have 1000' buffer which would be difficult in such a small city.

Chair Dunwoodie proposes that they add an additional 1,000' buffer between firearms sales and ranges- between all facilities. Commissioner Jugenitz is okay with option 3 with that addendum. Commissioner Dennis is in favor of the most restrictive option and is concerned that the only locations for gun ranges are on the south side.

Commissioner Jugenitz made a motion that Planning Commission recommend that City Council approval of the Text Amendment: Firearms Amendment Option 4 with an additional a 1000' buffer between firearms establishments, with the following findings.

1. The amendments are consistent with the guiding values of the Master Plan.
2. The amendments are consistent with the intent of the zoning ordinance.
3. The proposed amendment will enhance the functionality and character of the future development in the City.
4. The proposed amendment will protect the health, safety, and general welfare of the public.
5. The proposed amendment will not result in the creation of nonconformities.

Further, staff recommends that Planning Commission recommend that City Council direct staff to review Chapter 82 and provide recommendations regarding limiting the acceptance of firearms by secondhand goods establishments within the City.

The motion was supported by Commissioner Hollifield. A roll call vote was taken and passed 5-2. (T. Dennis and J. McGadney oppose).

3. 708 Peal – Site Plan Review

Planner Wessler noted that this is a resubmittal of a previously approved and expired site plan. Staff is recommending approval.

Todd Ballou, Architect – 3300 Berry Road – noted that in the last site plan they did not have a sidewalk. That has been accommodated. He also noted that because there is not barrier free unit, there is not a requirement for a barrier free space per the building code. They have the space, it is just a striping issue. Commissioner Jugenitz explained that there has been an effort by planning commission to accommodate barrier free parking where possible.

Commissioner Talaga moved to open the public hearing (Support: H. Jugenitz) and carried unanimously. Seeing none, Commissioner H. Jugenitz moved to close the public hearing (Support: J. Talaga) and carried unanimously.

Chair Dunwoodie noted that he was happy to see the sidewalk. No other thoughts or concerns.

Commissioner Dennis moved to approve the Site Plan for the Pearl Street Fourplex at 708 Pearl St with the following finding, waiver, and conditions:

Finding

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

Waiver

1. A waiver from one street tree due to the location of the utility pole.
2. A 20% parking reduction to allow applicant to provide 1 barrier free parking space.

Conditions

1. Applicant to provide one barrier free space in the parking lot.
2. Site plan approval is subject to engineering conditions.
3. Any new and existing landscaping is to be maintained in good condition by the owner.

Motion was supported by Commissioner Talaga. Roll call vote was taken and carried unanimously.

VII. NEW BUSINESS

1. Conflict of interest

Due to some recent developments, there has been a growing desire to clarify the conflict of interest boundary for Commission members residing in proximity to projects seen by planning commission. The bylaws lack specificity. Staff has seen other communities use the noticing boundary (300') as determined by the state.

Commissioner Jugenitz has seen some language that specifies the effect on property value. This would mean that Commission members would not have to recuse themselves for smaller projects, like 708 Pearl. Staff will look into language to amend the bylaws.

VIII. FUTURE BUSINESS DISCUSSION/UPDATES

Conditional rezoning for 9 Casler.

IX. COMMITTEE REPORTS

1. Non-motorized Committee Report

Committee Member Bob Krzewinski provided an update about their input on the shared mobility ordinance. There is a necessity to have an ordinance to deal with bike sharing and scooters. The proposed ordinance did not have any Committee input and was focused on these larger companies that need to be regulated. The Commission created a one page sheet of recommendations that was distributed. They include: cash payment system to not exclude people without smart phones, consider local businesses that do bike share, create ways to have permit fee revenue to fund non-motorized efforts, and prepare for the completion of the Border to Border trail which will likely increase ridership. The Committee wanted to forward their

feedback to Council and Mr. Barr, the Attorney. There is still a question about who initiated the ordinance.

2. Master Plan – Housing Affordability/ Access subcommittee report

Commissioner Jugenitz noted that they are still analyzing survey data. They have had 600 total responses and are still trying to get some more electronic surveys to Ypsilanti Community School list serve. There is an underrepresentation from males, African American and black respondents, and renters. Jugenitz also noted that there are a few public input sessions coming up. They will be “World Cafes” with accessibility and affordability themes. Small groups will go around and work through five problem statements and provide feedback on potential strategies and solutions. One event will be on Monday, March 18th at the Riverside Arts Center Gallery. Another event will be on Tuesday, March 12th, locating TBD. Third event will be an open forum in early April. They are finalizing promotional material within the next week.

VIII. Other

Staff handed out letters about 220 N Park, physical copies of an email sent out.

Commissioner Jugenitz asked for a refresher regarding enforcement of special use applications. Staff explained that typically a violator is notified and given a timeline. Performance bonds are sometimes issued if a project is nearly finished so they can get a certificate of occupancy. If the applicant is not working towards compliance they can be issued a daily fine of \$500. Commissioner Jugenitz noted frustration about not being able to people an answer because issues about enforcement are not under their purview.

Commissioner Talaga proposed adding a recommendation that Planning Commission to give further information to applicants when a project is tabled or denied. Staff noted that generally speaking, the findings in a motion to deny and the discussion around tabling provide information to the applicant.

X. ADJOURNMENT

Since there was no further business, Commissioner Hollifield moved to adjourn the meeting (Support: J. Talaga) and the motion carried unanimously. The meeting adjourned at 9:16 pm.



Memo

To: Planning Commission
From: Bonnie Wessler, City Planner
Date: 14 March 2019
Subject: 9 Casler, Conditional Rezoning

Our ordinance provides for a type of rezoning, referred to as a conditional rezoning. In this type of rezoning, the applicant freely and unprompted offers conditions upon the rezoning. These conditions can include use restrictions, or non-use conditions (build a wall, add landscaping, etc) that go beyond what would otherwise be required for normal development- that is, someone would not likely be successful with an application wherein they simply offered to do what would otherwise be required. Ordinance section 122-362(c) also provides additional standards for conditional rezonings.

During Planning Commission deliberation of the initial rezoning application, the applicants freely offered to restrict the future use of the property such that it could not be used as apartments. Planning Commission tabled the application, so that staff and legal counsel could review the conditions offered, and that the applicant could prepare the proper forms. Staff's review is below. Staff's original review, as well as additional information from the applicant, from other departments, and the applicant's formal offer of conditions, is appended.

STANDARDS FOR AMENDMENTS

§122-362(c)

(c) Conditional Zoning Map Amendment. For a change in the Zoning Map with voluntary conditions, the Planning Commission shall consider and the City Council may consider, whether the proposed rezoning and voluntary conditions meet the following conditions:

(1) The voluntary conditions are first offered and heard at a public meeting.

These conditions were first offered at the December 2018 regular Planning Commission meeting.

(2) The rezoning and voluntary conditions are 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. The restriction from apartments ("dwelling, multifamily") restricts not only a use that is permitted in the CN district, but also restricts a use that is permitted- albeit to a lesser extent- in the current CN-Mid district.

- (3) *The rezoning and voluntary conditions are consistent with the description and purpose of the district of the property.*

The voluntary conditions limit one of the primary distinctions between CN and CN-Mid- multifamily housing. In the CN-Mid district, properties may have up to two units per building by right, and four with a special use permit. In the CN district, properties may have up to four units per building by right, and more than that with a special use permit. The proposed conditions would prohibit these uses, but not limit the other additional commercial uses that might be possible with a CN zoning designation.

- (4) *The rezoning and voluntary conditions sustain the site's physical, geological, hydrological and other environmental features with the potential uses allowed in the proposed zoning district.*

The site is adjacent to a steep slope and near a natural spring; any construction (new or addition/expansion) would have to be carefully reviewed and managed.

- (5) *The property proposed to be re-zoned can accommodate the requirements of the proposed zoning district and voluntary conditions.*

The property would be unlikely to be particularly successful as a carry-out &/or delivery restaurant or a café or coffee shop, largely due to its location and the challenging flow of traffic through the area.

- (6) *All the potential uses and building types allowed in the proposed zoning district under the voluntary conditions 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. The CN district provides for a wider array of commercial uses via Special Use Permit.

- (7) *The capacity of City infrastructure and services are sufficient to accommodate the uses permitted in the requested district under the voluntary conditions without compromising the health, safety, sustainability and welfare of the City.*

City capacity is sufficient.

- (8) *The rezoning and voluntary conditions will not be detrimental to the financial stability and economic welfare of the City.*

It will not be detrimental.

- (9) *The rezoning and voluntary conditions will not 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/supportive housing, citing increased traffic and poor management.

- (10) *The rezoning and voluntary conditions are consistent with the trend of development in the neighborhood or surrounding area.*

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

- (11) *The voluntary conditions bear a reasonable and rational relationship to the property for which rezoning is requested.*

They do.

- (12) *The voluntary conditions shall run with the land, and may only be removed or changed through another act of rezoning.*

This can be noted explicitly in the agreement.

ATT: BONNIE
WESSLER
(3) PAGES

AFFIDAVIT BY OWNER AND STATEMENT OF CONDITIONS

The Affiant, Kirk Winnega, being duly sworn states as follows:

1. Affiant is a single man residing at 2549 Hounds Chase Iron MI and is the individual Owner of real property commonly known as 9 Casler Street, Ypsilanti Michigan 48197-5501, more legally described as:

Commencing at the South line on Lot 7, A, Larzelere's Addition to the Village (now City) of Ypsilanti, as recorded in Liber N of Deeds, Page 194, Washtenaw County Records, two chains, sixteen links South 45 degrees East of the Southwest corner of Lot 7; thence North 47 ½ degrees East, 70 links; thence North 86 ½ degrees East 1 chain, 74 links to the West side of an alley; thence along the West side of said alley South 9 degrees West 1 chain; thence South 79 degrees West to the North side of a street, 1 chain, 45 links; thence North 45 degrees West along the North line of said street 1 chain to the Point of Beginning.

Tax ID # [REDACTED]

(hereafter the "Subject Property").

2. All references contained herein to the City of Ypsilanti Zoning Ordinances, Chapter 122, shall be in reference to the ordinances approved by City Council on December 16, 2014 and last updated on April 20, 2017 and shall be referred to as "YZO Section ____."
3. Affiant is making this Affidavit to give notice that the Subject Property shall be subject to certain conditions and restrictions as contained herein and in connection with a rezoning application submitted by Affiant as attached as Exhibit A to use the Subject Property as "Supportive Housing" defined in YCO Section 122-548.
4. The Subject Property is currently zoned Core Neighborhood-Mid (CN-Mid) as defined by the YZO Section 122-400, 122-401 and 122-435 et seq. This Affiant has submitted a rezoning application to request the Subject Property be rezoned to Core Neighborhood (CN).
5. This Affidavit by Owner and Statement of Conditions and any restrictions or conditions contained herein shall only become effective upon approval of the Affiant's rezoning application to zone the Subject Property to Core Neighborhood (CN) and may only be recorded upon a certification of the minutes approving the rezoning application by Affiant attached as Exhibit A.
6. Upon recording, this Affidavit shall serve as an agreement of affiant to be bound by the Statement of Conditions regarding the Subject Property and such conditions shall be valid restrictions on and run with the land and be binding upon affiant, his heirs, successors and assigns and all subsequent owners, purchasers, and anyone with an interest in the Subject Property subject to the conditions stated below.
7. Affiant agrees and warrants that Affiant is the individual sole owner of the Subject Property and that Affiant has voluntarily offered and consented to the following restriction for use of the Subject Property as inducement to approve the rezoning application attached as Exhibit A: the Subject Property shall not be used as a building provided, leased or rented to individuals, families or groups for unassisted living space, or as an "Apartment Building Dwelling, Multi-family" so long as the Subject Property remains zoned CN and so long as "Apartment Building Dwelling, Multi-family" is defined

by YZO Section 122-473-203 as "a building designed for and occupied by three or more families living independently with separate housekeeping, cooking, and bathroom facilities for each." Apartment Buildings are generally multiple-story multi-family 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."

8. This restriction shall not preclude Affiant and/or any subsequent owner from using the Subject Property in full compliance with all state laws and city ordinances for any other use that is permitted by the zoning or applicable to the Subject Property, including but not limited to "Supportive Housing" as defined by YZO Section 122-548203 as: "facility that provides housing for twenty-four (24) hours per day and supportive services designed to assist residents with improving daily living skills, securing employment, rehabilitation, or obtaining permanent, independent housing. Supportive housing is not intended for short-term, emergency housing and care, but rather longer periods ranging from a few months to a few years. Supportive housing is distinguished from a hospital or other health care environment, and facilities regulated by the State of Michigan as State licensed residential facilities. This definition shall not include fraternities, sororities, dormitories, adult foster care facilities, group homes, nursing homes, substance abuse treatment facilities, emergency shelters, individuals utilizing tenant-based or homeownership-based voucher funding through the U.S. Department of Housing and Urban Development, community correctional facilities, and housing for the rehabilitation of former occupants of correctional facilities."

9. Affiant agrees to obey the YZO and the conditions set out above and is on notice of and is familiar with YZO Section 122-375 that provides: Division 6: Violations and Penalties. Sec. 122-375. Violations and Penalties. (a) Public nuisance. Any building or structure which is erected, altered, converted, or used, or any use of premises or land which is begun or changed subsequent to the passage of this chapter and in violation of any of the provisions of this chapter is hereby declared to be a public nuisance per se, and may be abated by order of the City Council, subject to appeal to any court of competent jurisdiction. (b) Blight Violation. A person who violates any provision of this chapter is responsible for a blight violation, subject to payment of a civil fine and costs as set forth in section 71-73. Repeat offenses under this chapter shall be subject to increased fines and costs as set forth in section 71-73. A person who violates this chapter is also subject to enforcement by the procedures, costs, and penalties set forth in Section 1-15 of the Ypsilanti City Code for blight violations. (c) Owner responsibility. The owner of any building, structure or premises or part thereof, where any condition in violation of this chapter shall exist or shall be created, and who has assisted knowingly in the commission of such violation, shall be guilty of a separate offense and upon conviction thereof shall be liable for the fines provided in this chapter. (d) Each day separate offense. Each and every day during which a violation of this chapter shall exist shall constitute a separate offense. (e) Rights and remedies are cumulative. The rights and remedies provided in this chapter are cumulative and are in addition to any other remedies provided by law. (f) Rights and remedies preserved, no waiver. Any failure or omission to enforce the provisions of this chapter, and any failure or omission to prosecute any violations of this chapter, shall not constitute a waiver of any rights and remedies provided by this chapter or by law, and shall not constitute a waiver of nor prevent any further prosecution of violations of this chapter.

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10. Dated: 3-14-19

By:

Kirk Winnega

STATE OF MICHIGAN
COUNTY OF WASHTENAW)

Subscribed and sworn to before me a Notary Public, by Kirk Winnega, known personally to me, who affirmed that he has read the above affidavit and the same is true of his own knowledge and he signed this affidavit freely of his own will and accord, this ____ day of _____, 2019.

Notary Public,
Washtenaw County, Michigan
Acting in Washtenaw County, Michigan
My commission expires _____

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The Affiant, Kirk Winnega, being duly sworn states as follows:

1. Affiant is a single man residing at _____, and is the individual Owner of real property commonly known as 9 Casler Street, Ypsilanti Michigan 48197-5501, more legally described as:

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Tax ID #11-11-39-403-001

(hereafter the "Subject Property").

2. All references contained herein to the City of Ypsilanti Zoning Ordinances, Chapter 122, shall be in reference to the ordinances approved by City Council on December 16, 2014 and last updated on April 20, 2017 and shall be referred to as "YZO Section ____."
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designed for and occupied by three or more families living independently with separate housekeeping, cooking, and bathroom facilities for each.”

8. This restriction shall not preclude Affiant and/or any subsequent owner from using the Subject Property in full compliance with all state laws and city ordinances for any other use that is permitted by the zoning or applicable to the Subject Property, including but not limited to “Supportive Housing” as defined by YZO Section 122-203 as: “facility that provides housing for twenty-four (24) hours per day and supportive services designed to assist residents with improving daily living skills, securing employment, rehabilitation, or obtaining permanent, independent housing. Supportive housing is not intended for short-term, emergency housing and care, but rather longer periods ranging from a few months to a few years. Supportive housing is distinguished from a hospital or other health care environment, and facilities regulated by the State of Michigan as State licensed residential facilities. This definition shall not include fraternities, sororities, dormitories, adult foster care facilities, group homes, nursing homes, substance abuse treatment facilities, emergency shelters, individuals utilizing tenant-based or homeownership-based voucher funding through the U.S. Department of Housing and Urban Development, community correctional facilities, and housing for the rehabilitation of former occupants of correctional facilities.”
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10. Dated: _____

By: _____
Kirk Winnega

STATE OF MICHIGAN)
COUNTY OF WASHTENAW)

Subscribed and sworn to before me a Notary Public, by Kirk Winnega, known personally to me, who affirmed that he has read the above affidavit and the same is true of his own knowledge and he signed this affidavit freely of his own will and accord, this ____ day of _____, 2019.

Notary Public,
Washtenaw County, Michigan
Acting in Washtenaw County, Michigan
My commission expires _____

SERIOUS SOBER LIVING, LLC

RULES AND REQUIREMENTS

SERIOUS SOBER LIVING, LLC ("SSL") is a community-based living experience, providing a safe, clean and sober living environment to allow Residents to bridge the gap from alcohol or drug abuse treatment programs to an independent lifestyle free from drugs and alcohol.

We promote mind, body and spiritual changes through the Twelve Steps of Alcoholics and Narcotics Anonymous. At SSL we want you to have an enjoyable and memorable experience, free from the temptations of drug and alcohol use, while learning to develop personal living skills. We request a six month commitment, but Residents are welcome to stay as long as they wish as long as they continue to follow the program rules and requirements.

Residents are required to sign this Agreement and be bound by the following rules:

1. There is a zero tolerance policy for drug or alcohol possession or use, including the sale of any drugs or alcohol.
 - a. Drugs include, but are not limited to the following: any illegal substances of any nature, medical marijuana, prescription drugs (unless in compliance with this Agreement as set forth below), or any substance that is legal but is used in a manner that induces a "high" or "buzz." Examples of legal substances used to induce a high or buzz include "huffing," "vaping," and "sniffing glue."
 - b. The following are specifically allowed by Residents if legal and used in the manner the substance is intended: Caffeine, over the counter medications, and prescription drugs if declared below and Resident warrants that he/she has a valid legal prescription and the Facility Manager approves of the possession of the prescription drug by Resident:

2. If a Resident violates this policy, the Resident must IMMEDIATELY vacate the premises, and will be referred to a detox or treatment facility or to a shelter. This policy is for the protection of all residents. If illegal substances are found on the premises, the police will be immediately called. The Facility Manager may also call the police to remove any Resident from the premises who violates this policy and refuses to vacate the premises.
3. Residents are required to maintain a productive lifestyle, by actively seeking work, working, going to school or doing volunteer work during their stay at SSL.
4. Residents must attend a minimum of ____ AA meetings per week, and actively work the Twelve Steps. Within two weeks of admittance, Residents must find a home group and obtain a sponsor and identify these to the Facility Manager.
5. Residents must attend a weekly house meeting to express cares and concerns.

6. Residents are responsible for a fee payable to SSL in advance for the license to stay on the premises, are responsible for their own food, clothing, telephone, etc. (SSL will provide basic household supplies, cleaning products, Cable TV, Internet and WI-FI.)
7. Daily curfews are strictly enforced: Residents must be present in the residence before 11:00 P.M. on weekdays and 12:00 midnight. on weekends, and may not leave the residence before 6:00 A.M. Overnight passes will be considered after 30 days of residency.
8. Guests and invitees (sponsors, friends in recovery, family) are permitted in the residence until 8:00 P.M. WITH STAFF PERMISSION. Guests and invitees of Residents shall not be permitted to remain at the residence overnight.
9. Residents are subject to a minimum of two drug and alcohol tests per week, performed with urinalysis screening and/or a Breathalyzer. Residents are also required to submit to testing at any time requested by the staff.
10. In addition to those items identified in Section 1a, the following items are not permitted on the premises at any time:
 - a. Alcohol in any form, including mouthwash, cologne, after shave lotions, cooking extracts, etc.;
 - b. Dietary pills, sleep aids or any other non-approved cold medications;
 - c. Medications or drugs which are mood altering and not legally prescribed for the particular Resident;
 - d. Guns, knives or any other weapons;
 - e. Fireworks or any flammable liquids.
11. ALL legally prescribed medications must be authorized by SSL as provided for in Section 1b.
12. Smoking is not permitted inside or within 20 feet of any building. A Resident smoking outside must use appropriate containers for butts and not litter.
13. Resident must keep doors and windows closed to conserve on heating and air conditioning expenses.
14. Resident must keep doors and windows locked and protect personal items, as SSL is not responsible for a Resident's personal items.
15. The following will not be tolerated and may subject the violator to IMMEDIATELY VACATING THE PREMISES:
 - a. Fighting, hazing, threatening, endangering, or any aggressive behavior directed

- toward staff or any other resident;
- b. Theft of any kind;
 - c. Defacing, damaging or Destroying of SSL's or another Resident's property;
 - d. Creating loud sounds or noises that unreasonably disturb neighbors or other residents, including high volume levels on TV, radio or similar devices;
 - e. Doing anything to the structure or its surroundings that may be hazardous or that will cause the Facility's insurance to be cancelled or premiums to increase;
 - f. Keeping any flammable or explosive materials or any dangerous, hazardous, or toxic substance in or around the premises;
 - g. Change the locks or install any additional locks or bolts without the Facility Manager's written consent;
 - h. Install any antenna or satellite without the Facility Manager's written consent.
16. Resident shall maintain the premises in a neat, clean and orderly condition, including washing used dishes immediately, removing garbage and placing it in appropriate containers, making beds, picking up clothes, etc.
17. Resident must not alter the premises without the Facility Manager's written consent (e.g., painting, wallpapering, installing locks). Resident is responsible for damage to the walls and interior structures beyond reasonable wear and tear.
18. PETS: Dogs, cats, or other pets are not allowed on the premises.
19. When Resident vacates the premises, Resident must remove all personal property. Resident must dispose of all trash and leave the premises clean.
20. PARKING: Facility Manager will provide parking for Resident's automobiles. Resident must keep the parking area free of all debris. Vehicles must be in operating condition and must have current legal license plates. Automobiles must be parked only in assigned areas as follows:

(year, make, model, and plate number)

SERIOUS SOBER LIVING, LLC

RESIDENTIAL AGREEMENT

This agreement made this ____ day of _____, 2017, by and between _____ (the "Resident") whose permanent home address is _____ and SERIOUS SOBER LIVING, LLC (the "Residential Facility" or "Facility").

The Residential Facility shall provide a temporary guest residential setting for the Resident in one of the Residential Facility's properties located at _____ and Resident's stay shall begin on _____ (the "Effective Date"). The Residential Facility consents to Resident's stay only on the terms and conditions contained in this Residential Agreement and the Rules and Requirements attached and incorporated herein. Resident agrees and acknowledges that Residential Facility and Resident are not creating a landlord tenant relationship, that Resident is not a tenant of Residential Facility but a licensee on a day to day basis, that Resident does not have property or possessor interest in any portion of the Residential Facility, including the room being rented to Resident. Resident further acknowledges that Resident may be required to leave at any time for violation of this agreement, or for no reason at all, and that Resident is free to leave at any time.

PAYMENT: The Resident shall pay to the Residential Facility a rate of \$____, per month ("Fee"). The Fee shall be payable in advance on the Effective Date, in an amount equal to thirty days. Thereafter, the Fee shall be due and payable on the first day of every month. If a Resident's Effective Date is any date other than the first of the month, the initial Fee shall be pro-rated per the daily rate and credited to the next month. Should Resident cease to occupy the Residential Facility, any prepaid amounts shall be forfeited by Resident. Payments to the Residential Facility shall be made payable to Serious Sober Living, LLC at _____.

KEYS/LOCKS: Resident will receive a combination code to a keypad to open the main door of the Residential Facility. At the time or before Resident ceases to occupy the Residential Facility, the keypad code for ingress will be changed. Resident must never gain entrance to the premises by force through a window or door, or otherwise without using the access code. Resident must not change or add locks without the Facility Manager's written consent.

CONDITION OF PREMISES AT THE BEGINNING OF RESIDENT'S OCCUPANCY: Resident accepts the premises, and all appliances and furnishings, in good condition. Resident will be allowed use of the stove, refrigerator, and washer and dryer at the Facility and shall maintain and keep them clean.

SMOKE DETECTORS: The Facility has installed smoke-detection devices as required by law, all working satisfactorily. Resident must never remove the battery from the smoke-detection devices except when necessary for replacement. Resident must inform the Facility Manager

immediately of any defect or malfunction in the operation of the smoke detecting devices.

REPAIRS AND MAINTENANCE: The Facility Manager must provide and maintain the Facility in a safe, habitable, and fit condition, including maintaining those things requiring periodic maintenance (e.g., heating, air conditioning, cracked windows, etc.). Resident must notify the Facility Manager IMMEDIATELY, BY PHONE at _____ of any gas leaks, electrical problems, water damage, broken appliances, serious structural damage, or any other condition that represents an emergency or an immediate threat to the health and safety of Residents. Resident must notify the Facility Manager, in writing, of all other problems needing repair. The Facility is required to make all repairs to the premises that, in Facility Manager's sole judgment, are required by law. Whenever repairs are delayed for reasons beyond the Facility's control, the Resident's obligations are not affected, nor does any claim accrue to Resident against the Facility. Damage to the premises caused by Resident's negligence, or their guest's or invitee's negligence, whether by act or omission, will be repaired by the Facility Manager and charged to the Resident, who shall immediately pay the repair costs. If Resident fails to do so, the Facility may take legal action to recover any such repair costs.

PROGRAM OVERVIEW AND PROGRAM RULES AND REQUIREMENTS: Resident has read and understands the SERIOUS SOBER LIVING, LLC PROGRAM OVERVIEW (attached) and PROGRAM RULES AND REQUIREMENTS (attached), and agrees to be bound thereby.

Signature _____ (Resident)

Signature _____
(Serious Sober Living, LLC)

By: _____

Its: _____

ASSIGNMENT OF BENEFITS/RELEASE OF MEDICAL INFORMATION

I hereby authorize and request that payment of benefits by _____ (herein referred to as "Insurance Company"), be made directly to Serious Sober Living, LLC (herein referred to as "Facility") for services furnished to me or my dependent. I understand that Insurance Company may only cover a portion of the total bill. I further understand that I may be responsible for all charges not covered by this assignment.

In addition, I authorize Facility to disclose any and all written information from the above named to my above named Insurance Company and/or its designated representatives, or other financially responsible party, at the determination of Facility. Such disclosure shall be for reimbursement purposes for those services received.

I hereby release Facility, its officers, agents, employees, and any clinician associated with my case, from all liability that may arise as a result of disclosure of information to the above named Insurance Company(s) or their designated representatives.

By signing this Assignment of Benefits and Release of Medical Information, I acknowledge:

- a. I am aware and understand that this authorization will not be used unless the above named Insurance Company(s) or their designated representatives request records of information for reimbursement purposes; or seek to take action referencing payment for treatment services.
- b. I agree to participate and assist Facility and its designated representatives with any appeal process necessary to collect payment for the services rendered.
- c. I am aware and have been advised of the provisions of Federal and State Statutes, rules and regulations that provide for my right to confidentiality of these records.
- d. I understand that this assignment and authorization is subject to revocation at any time except to the extent that action has been in reliance thereof. In any event, this authorization will expire once reimbursement for services rendered is complete.
- e. Facility is acting in filing for insurance benefits assigned to SSL and it can assume no responsibility for guaranteeing payment of any charges from the Insurance Company(s).
- f. Billing may be done by a firm contracted by facility for billing and collection purposes.
- g. Facility has been appointed by me to act as my representative and on my behalf in any proceeding that may be necessary to seek payment from my insurance carrier.
- h. Should an overpayment take place, a refund check will be mailed to the authorized party that is due the overpayment.

- i. Facility shall be entitled to the full amount of its charges without offset.
- j. I agree to endorse and forward to Facility any monies from the Insurance Company paid to me and/or the primary insured. I understand that I am otherwise responsible for the cost of any and all charges accrued.

I acknowledge receipt of a completed and signed copy of this Assignment and Release form:

Client Signature _____ Legal Guardian _____ Insured Policy Holder _____

Witness Signature _____ Date of Signature _____

Resident Medical Profile

Resident Name: _____ Date: _____

Physician: _____ Practice: _____

Address: _____ Phone: _____

Note: _____

Physician: _____ Practice: _____

Address: _____ Phone: _____

Note: _____

Therapist/CAC: _____ Practice: _____

Address: _____ Phone: _____

Substance History: _____

Medical History: _____

Medication: _____ Doctor: _____

Medication: _____ Doctor: _____

Medication: _____ Doctor: _____

Medication: _____ Doctor: _____

Medication: _____ Doctor: _____

Insurance Carrier: _____

Policy Number: _____

Group Plan Number: _____

Prescription Plan Number: _____

Notes:

I _____ state that the above information is true and accurate. I have provided Serious Sober Living, LLC with all pertinent medical issues.

Resident Signature: _____ Date: _____

Resident Intake Form

Resident Information			
Name:		Phone:	
DOB:		SSN:	
Age:		Sex:	
Marital Status:		Date of Arrival:	
Address:		Diagnosis Codes:	
City:		State:	
Zip Code:		Medical Record #:	

Emergency Contact Information			
Name of Contact:		Relationship:	
Address:			
City:		State:	
Zip Code:		Phone Number:	
		Alt Number:	

Primary Insurance Information			
Insurance Company:		Policy ID #:	
Policy Holder:		Group #:	
Insured's Name:		Insurance Phone:	
Policy Holder SSN:		Policy Holder DOB:	
Insurance Company Address:			

Secondary Insurance Information			
Insurance Company:		Policy ID #:	
Policy Holder:		Group #:	
Insured's Name:		Insurance Phone:	
Policy Holder SSN:		Policy Holder DOB:	
Insurance Company Address:			

AUTHORIZATION TO RELEASE MEDICAL AND PERSONAL INFORMATION

I, _____, (the "Patient"), Social Security Number _____, presently residing at _____, being of sound mind, full age and under no duress or influence, do make the following: ***AUTHORIZATION TO RELEASE MEDICAL AND PERSONAL INFORMATION.***

Authorization: I hereby authorize Serious Sober Living, LLC, and its employees and agents to receive and disclose my medical and personal information to _____ ("Designee")

Effective Date, Disclosure and Durability. This document is intended to create a Power of Attorney pursuant to MCL §700.5506 for the limited purpose of obtaining and disclosing medical and personal information about me, including any information contained in my patient records, including alcohol and drug abuse records protected under the regulations in Code 42 of Federal Regulations, Part 2, if any; Psychological Services Records, if any; Social Services Records, if any; Psychiatric Records, if any, including communications made by me to a Social Worker, Psychologist or Psychiatrist, if any; Human Immunodeficiency Virus (HIV), Acquired Immunodeficiency Syndrome (AIDS), and AIDS Related Complex (ARC) Records, if any; Communicable Disease and Serious Communicable Disease and Infections, Venereal Diseases, Tuberculosis, Hepatitis B, Sickle Cell Anemia Records, if any, to Serious Sober Living, LLC. I authorize my attending physician and such other physician or licensed psychologist to disclose all such information about my medical or mental condition to the person(s) nominated by me as my Designee above. This authorization is intended to constitute a release or waiver to permit disclosure of such information as provided under the Health Insurance Portability and Accountability Act of 1996, as from time to time amended ("HIPAA"). This Authorization shall not be affected by my disability and shall continue in effect until my death or until I revoke it in writing.

Powers of Patient Advocate. My Designee shall be considered my "personal representative" for purposes of the privacy rule issued by the U.S. Department of Health and Human Services and required by HIPAA. My Designee has the power and authority to request, review and receive any information, verbal or written, regarding my personal affairs or my physical or mental health, including medical and hospital records, and to execute any releases or other documents that may be required to obtain this information, to waive any physician/patient privilege, and to disclose my medical and other personal information to others;

Third Party Reliance. For the purpose of inducing any and all persons connected with the administration of my health care or the implementation of this - ***AUTHORIZATION TO RELEASE MEDICAL AND PERSONAL INFORMATION-***, I represent, warrant and agree that I and my estate, heirs, successors, assigns and any legal representative of me will hold any person harmless from any loss suffered or liability incurred as a result of such person acting in good faith upon the instructions of or releasing information to the Designee.

Governing Law. This -***AUTHORIZATION TO RELEASE MEDICAL AND PERSONAL INFORMATION-*** shall be subject to and governed by the laws of the State of Michigan.

However, I intend for this -AUTHORIZATION TO RELEASE MEDICAL AND PERSONAL INFORMATION- to be honored in any jurisdiction where it is presented and for such jurisdiction to refer to Michigan law to interpret and determine its validity and enforceability.

Photographic Copies. Photographic or other facsimile reproductions of this executed -AUTHORIZATION TO RELEASE MEDICAL AND PERSONAL INFORMATION- may be made and delivered by my Designee, and may be relied upon by any person to the same extent as though the copy were an original. Anyone who acts in reliance upon any representation or certificate of my Designee, or upon a reproduction of this -AUTHORIZATION TO RELEASE MEDICAL AND PERSONAL INFORMATION-, shall not be liable for permitting my Designee to perform any act pursuant to this power.

IN WITNESS WHEREOF, I have signed and delivered this -AUTHORIZATION TO RELEASE MEDICAL AND PERSONAL INFORMATION- this ____ day of _____, 2017.

Patient

Subscribed and sworn to before me
this ____ day of _____, 2017

, Notary Public,
County, MI
My Commission Expires:

Bonnie Wessler

From: Tony DeGiusti
Sent: Thursday, January 17, 2019 5:14 PM
To: Bonnie Wessler
Subject: RE: 9 Casler

Bonnie,

Resident was a victim in the PPO violation. [REDACTED]

Tony DeGiusti
Chief of Police
City of Ypsilanti Police Department
505 W. Michigan Avenue
Ypsilanti, MI 48197



From: Bonnie Wessler [mailto:wesslerb@cityofypsilanti.com]
Sent: Thursday, January 17, 2019 5:09 PM
To: Tony DeGiusti <tdegiusti@cityofypsilanti.com>
Subject: RE: 9 Casler

This is useful, thank you. Quick clarification- was the PPO violation committed by a resident, or "at" a resident?

--
Bonnie Wessler, AICP
City Planner
Community Development Division, City of Ypsilanti
734/483.9646 (office)
bwessler@cityofypsilanti.com

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From: Tony DeGiusti
Sent: Thursday, January 17, 2019 4:25 PM
To: Bonnie Wessler <wesslerb@cityofypsilanti.com>
Subject: 9 Casler

Bonnie,

This is a summary of what I found all of this activity was in the last year. There is a couple year gap in activity and it appears that the people there at that time are not associated with the current occupants:

12/27 – Aggravated Stalking/PPO Violation

12/23 – Stolen Car from location

11/21 – Disorderly Person [REDACTED]

10/11 – Heroin OD Death

09/30 – Resident arrested for heroin possession

07/28 – Suicidal Adult (transported to the hospital)

That is all from the police side, however, you might want to check with the FD as they may roll on medicals (perhaps narcotic related) that we are not aware of.

Hope this is what you needed.

Tony DeGiusti
Chief of Police
City of Ypsilanti Police Department
505 W. Michigan Avenue
Ypsilanti, MI 48197



Bonnie Wessler

From: Ken Hobbs
Sent: Friday, January 18, 2019 10:25 AM
To: Bonnie Wessler
Subject: RE: 9 Casler - medical calls?

Bonnie,

The only EMS response to 9 Casler Since June 2018 occurred on 10/11/2018.
This was for a fatal drug overdose.

Ken

From: Bonnie Wessler [mailto:wesslerb@cityofypsilanti.com]
Sent: Friday, January 18, 2019 9:25 AM
To: Ken Hobbs <khobbs@cityofypsilanti.com>; Bonnie Wessler <wesslerb@cityofypsilanti.com>
Subject: Re: 9 Casler - medical calls?

Just 2018 would be great!

Sent from my Sprint Samsung Galaxy S8.

----- Original message -----

From: Ken Hobbs <khobbs@cityofypsilanti.com>
Date: 1/18/19 09:02 (GMT-05:00)
To: Bonnie Wessler <wesslerb@cityofypsilanti.com>
Subject: RE: 9 Casler - medical calls?

Bonnie,

Yes we can. How far back do you want to go?

Ken

From: Bonnie Wessler [<mailto:wesslerb@cityofypsilanti.com>]
Sent: Thursday, January 17, 2019 5:17 PM
To: Ken Hobbs <khobbs@cityofypsilanti.com>
Subject: 9 Casler - medical calls?

Hi Ken!

I'd asked Tony for some info about calls to 9 Casler for a zoning request review I'm looking at. He suggested I reach out to you to see if they'd had much in the way of medical (or fire!) calls. Is that something you can look into for me?

Thank you!

Bonnie

--

Bonnie Wessler, AICP
City Planner
Community Development Division, City of Ypsilanti
734/483.9646 (office)
bwessler@cityofypsilanti.com

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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

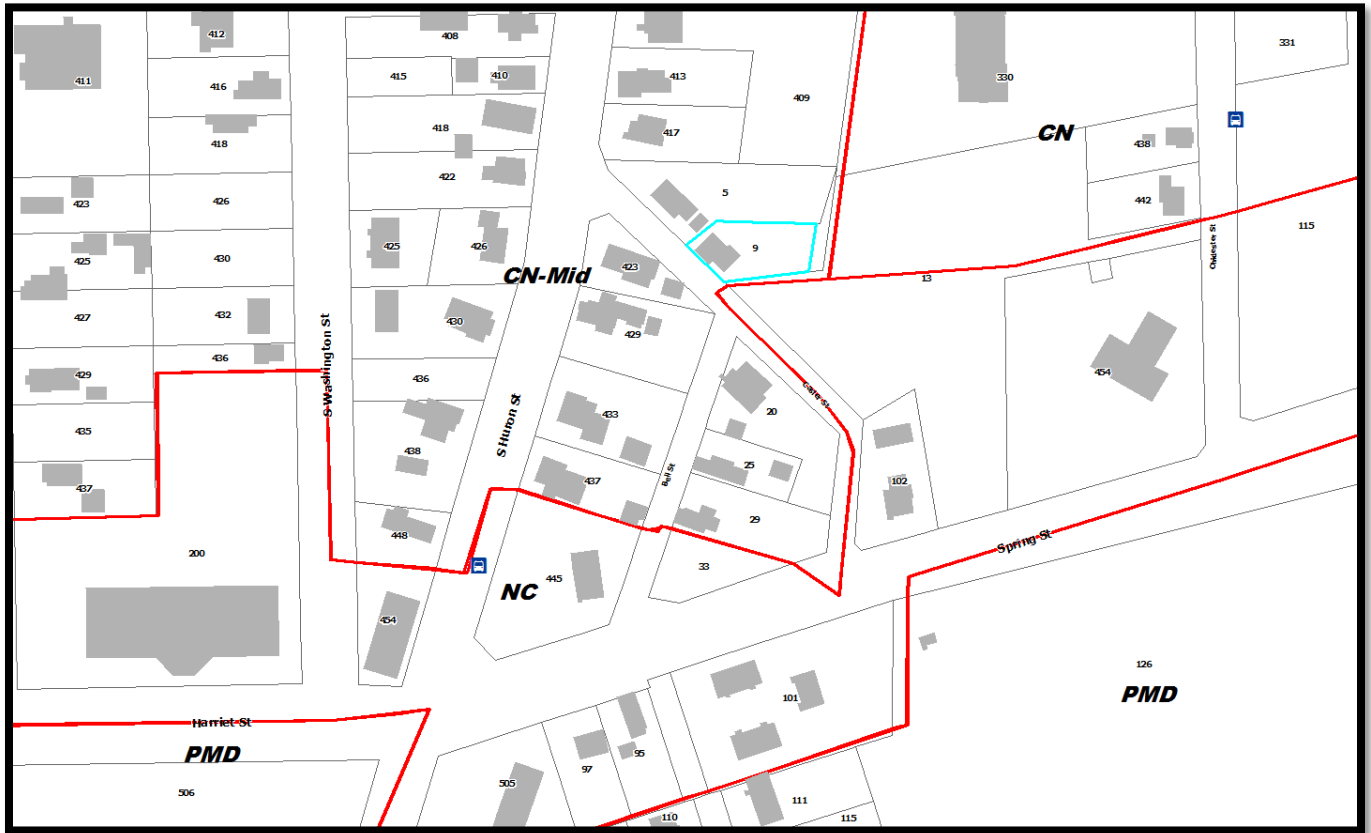
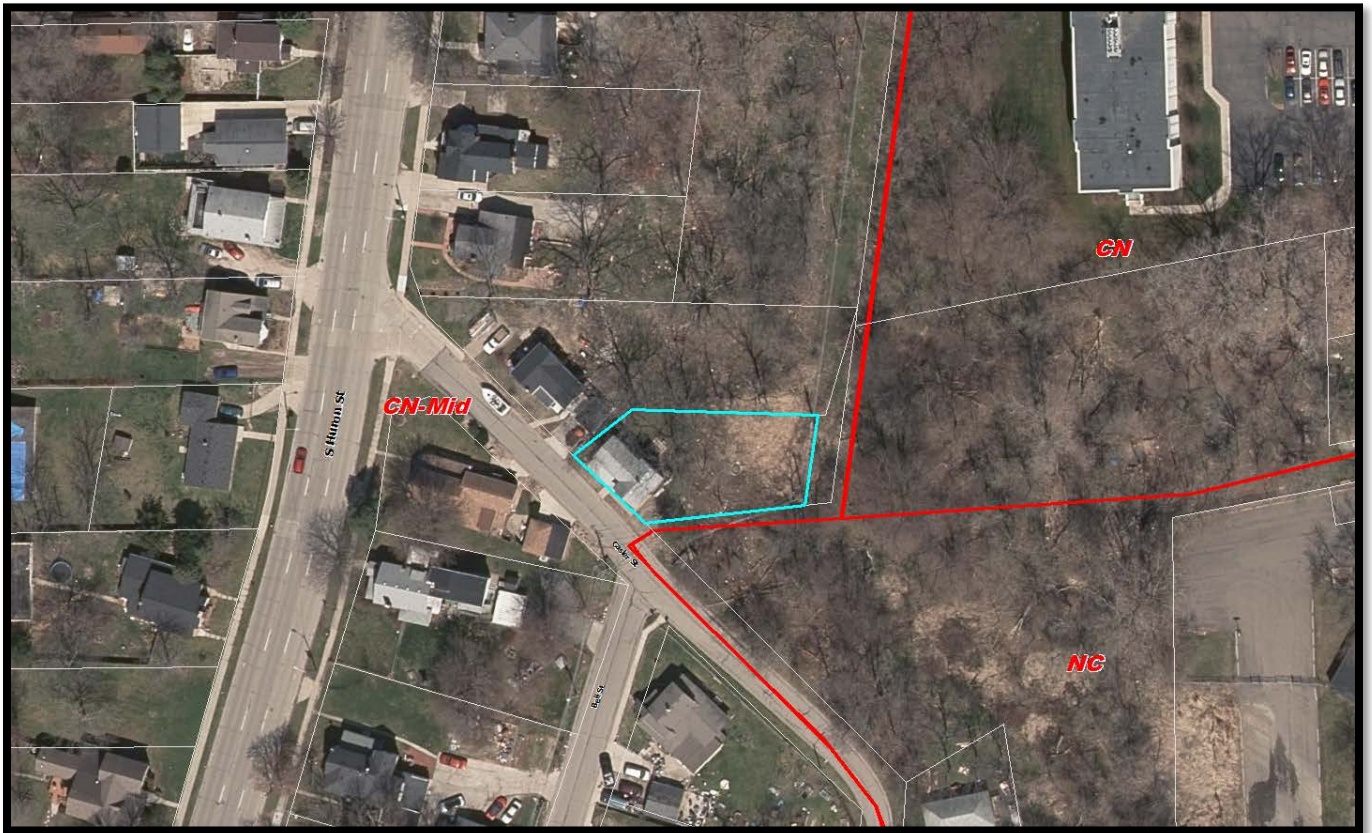


Figure 2: Site Aerial (2015)

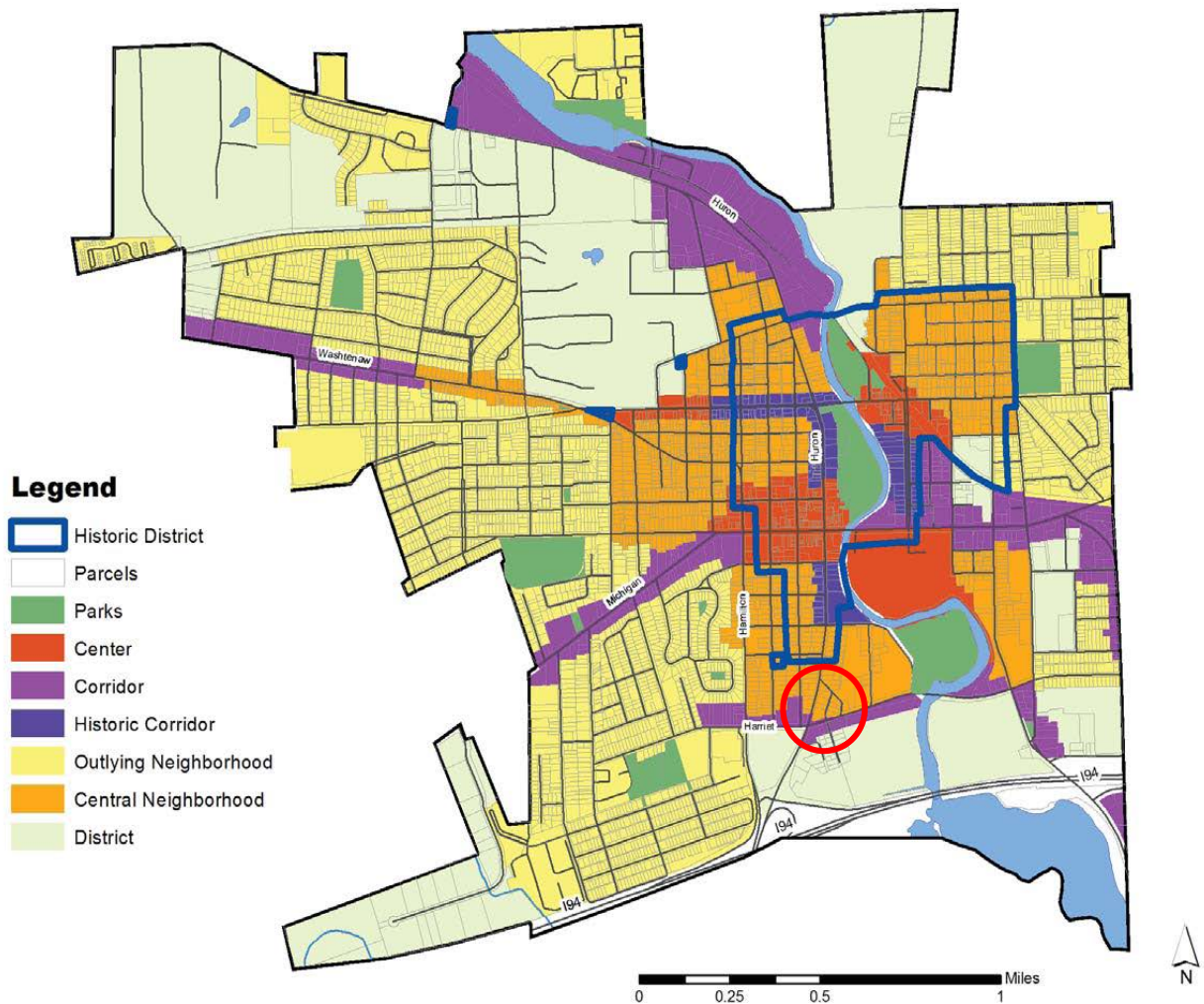


MASTER PLAN

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.

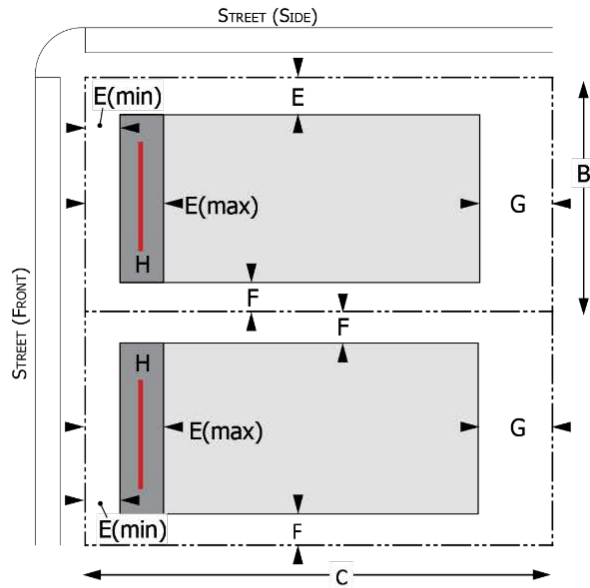
LOT REQUIREMENTS		MIN	MAX
A	Lot size (sf)	4,000	12,000
B	Lot width (ft)	35	80
C	Lot depth (ft)	100	--
D	Lot coverage (%)	--	60
BUILDING ENVELOPE		MIN	MAX
E	Street setback (front or side) (ft)	15 ⁽¹⁾	25
F	Side setback (interior lot line) (ft)	5	--
G	Rear setback (ft)	20	--
H	Frontage buildout (%)	60	80
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.

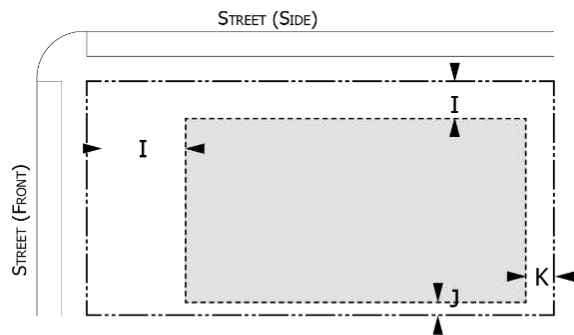


EXAMPLE

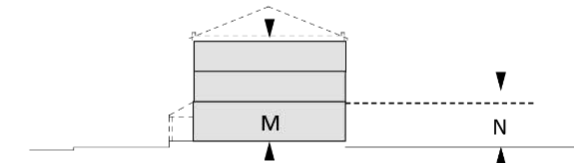
LOT REQUIREMENTS AND BUILDING ENVELOPE



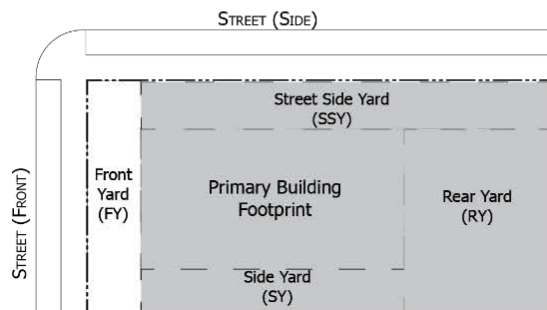
ACCESSORY BUILDING ENVELOPE



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.

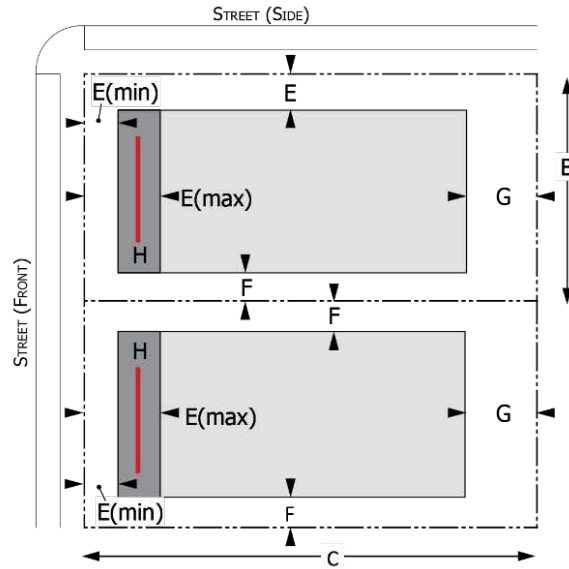
LOT REQUIREMENTS		MIN	MAX
A	Lot size (sf)	4,000	18,000
B	Lot width (ft)	40	120
C	Lot depth (ft)	100	150
D	Lot coverage (%)	--	50
BUILDING ENVELOPE		MIN	MAX
E	Street setback (front or side) (ft)	15 ⁽¹⁾⁽²⁾	25
F	Side setback (interior lot line) (ft)	5	--
G	Rear setback (ft)	20	--
H	Frontage buildout (%)	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.

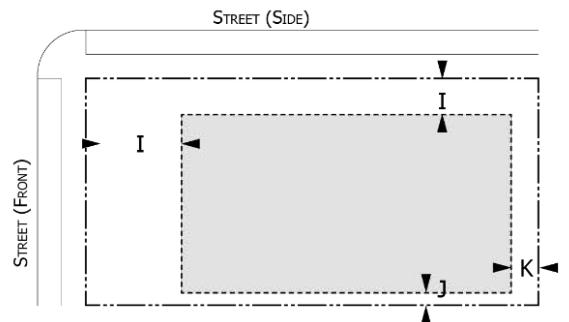


EXAMPLE

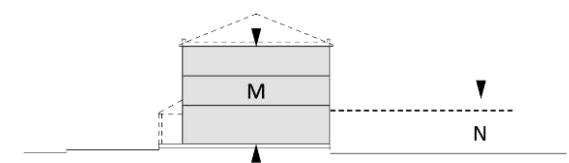
LOT REQUIREMENTS AND BUILDING ENVELOPE



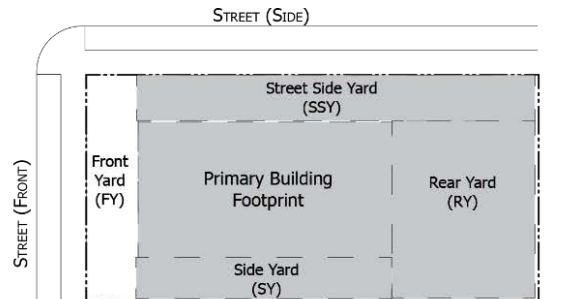
ACCESSORY BUILDING ENVELOPE



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.

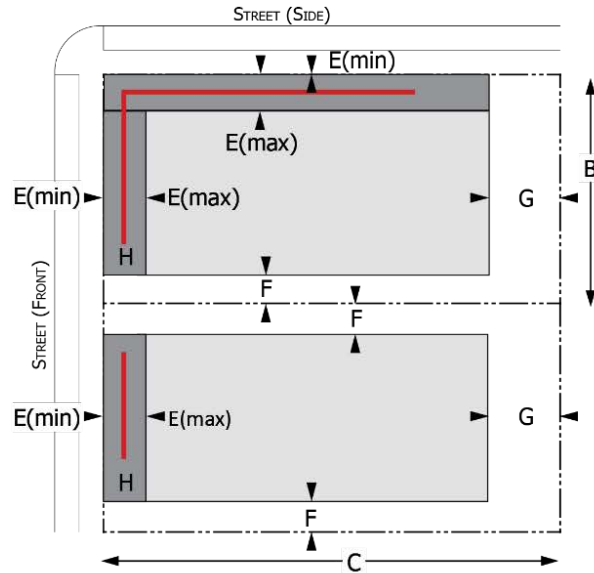
LOT REQUIREMENTS		MIN	MAX
A	Lot size (sf)	4,000	90,000
B	Lot width (ft)	30	300
C	Lot depth (ft)	100	300
D	Lot coverage (%)	--	80
BUILDING ENVELOPE		MIN	MAX
E	Street setback (front or side) (ft)	10 ⁽¹⁾	25 ⁽¹⁾
F	Side setback (interior lot line) (ft)	5	--
G	Rear setback (ft)	15 ⁽²⁾	--
H	Frontage buildout (%)	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.

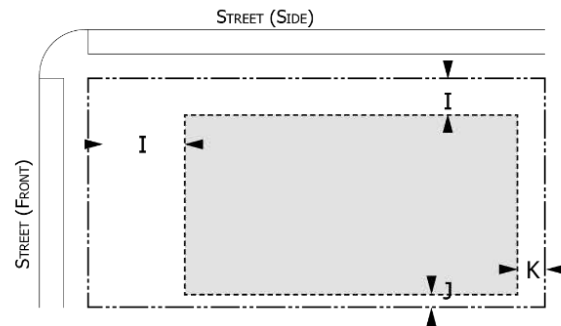


EXAMPLE

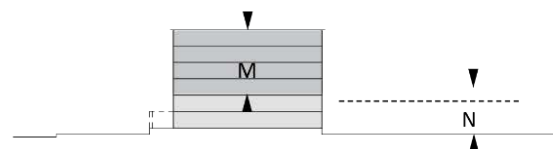
LOT REQUIREMENTS AND BUILDING ENVELOPE



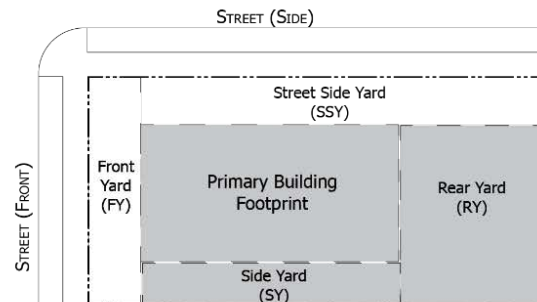
ACCESSORY BUILDING ENVELOPE



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	

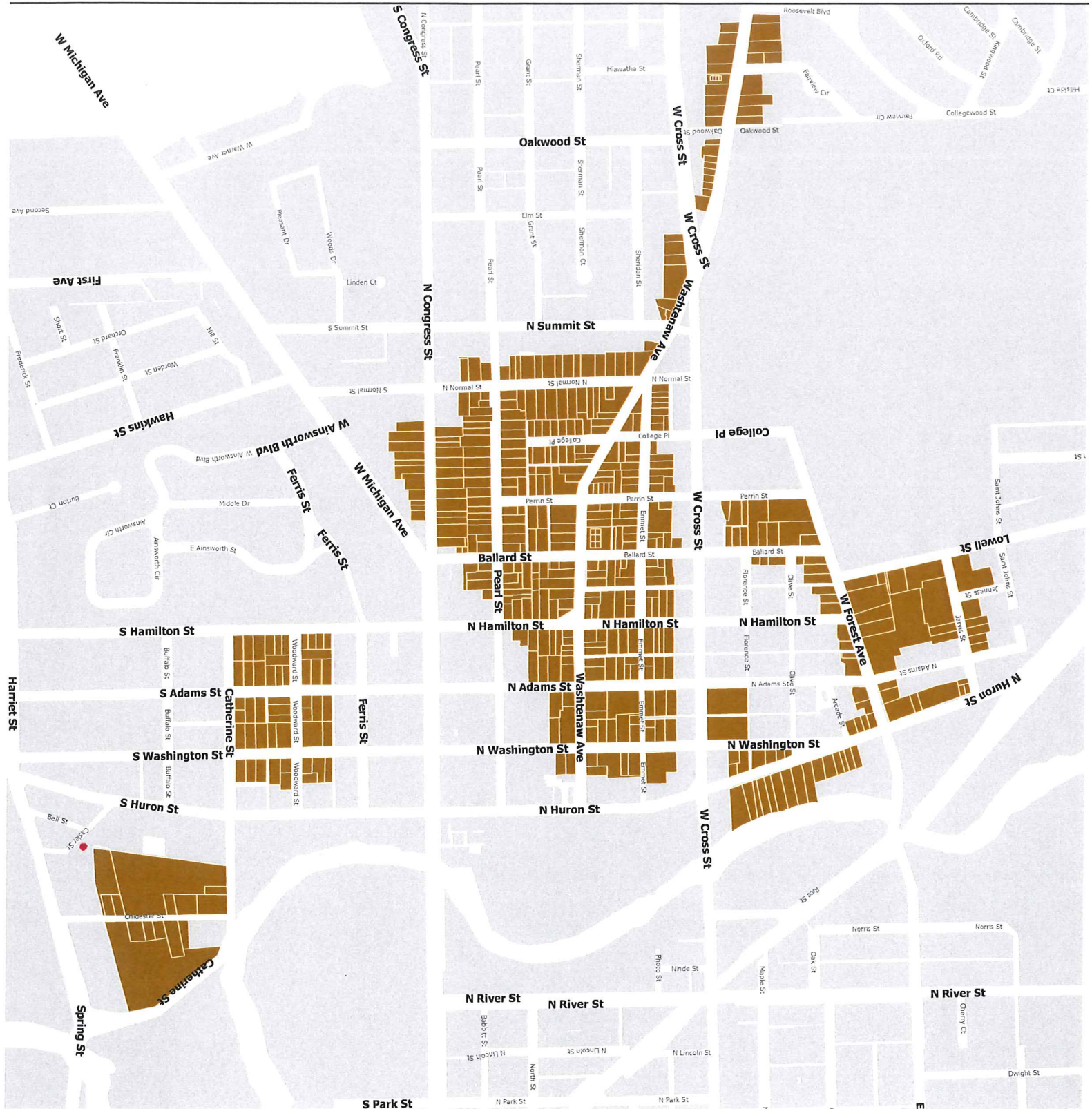
Signature

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

Exhibit 1

Map

Schools

Map

Spring St

Chidester St

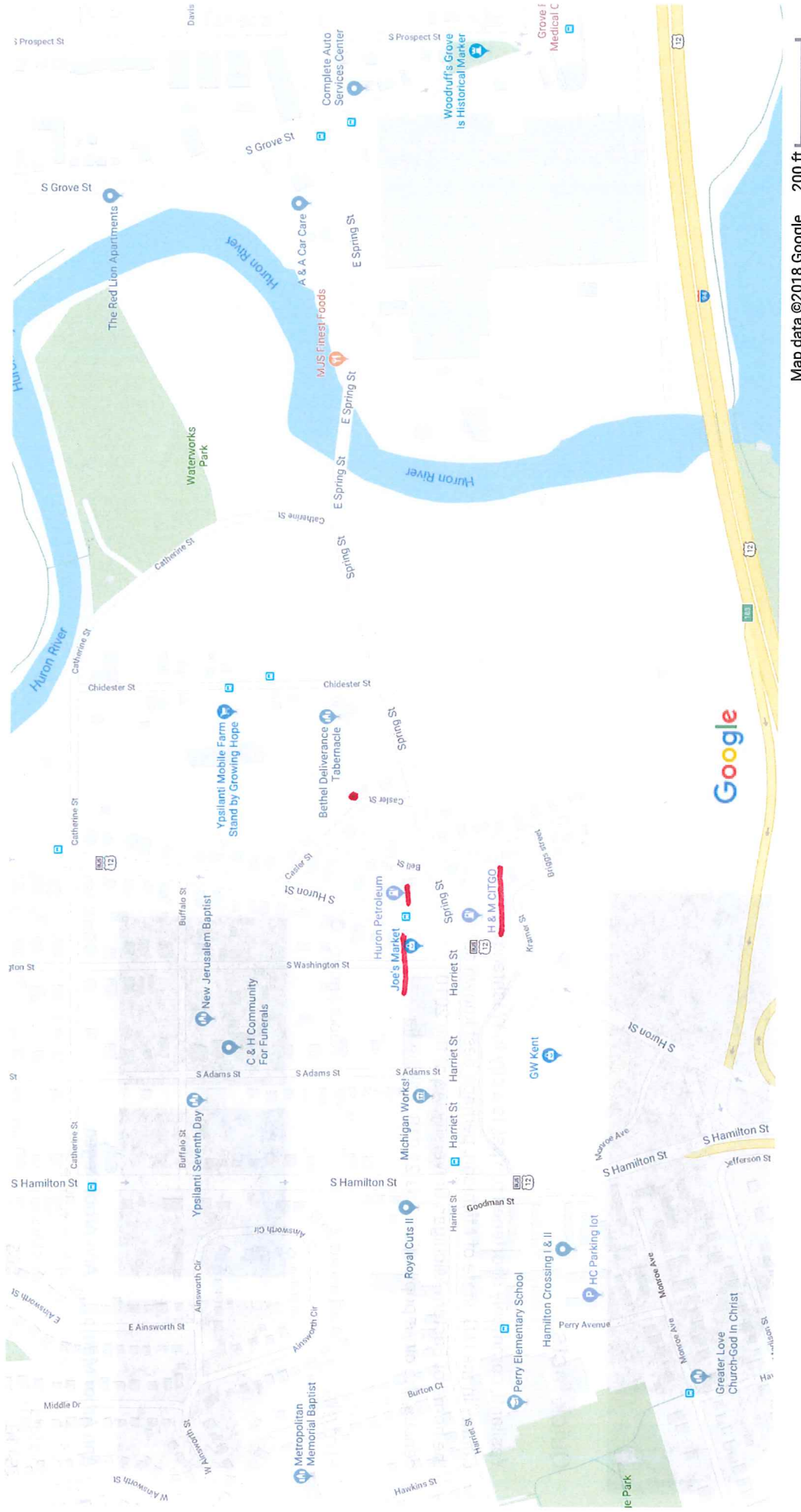
Bell St

S Huron St

S Washington St

Buffalo St

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





Memo

To: Planning Commission

From: Bonnie Wessler, City Planner

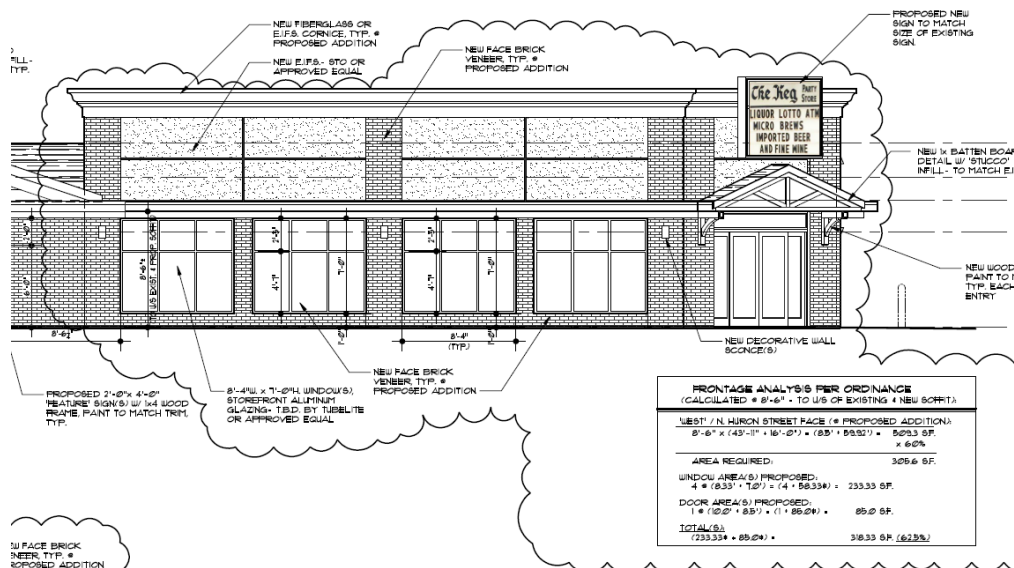
Date: 14 March 2019

Subject: 528-534 N Huron St: Update

At the regular November meeting of the Planning Commission, the Planning Commission approved the Special Use and Site Plan for 528-534 N Huron, with several conditions. One condition was that if any of the pending variances were not approved by the Zoning Board of Appeals, then the site plan would come back before the Planning Commission.

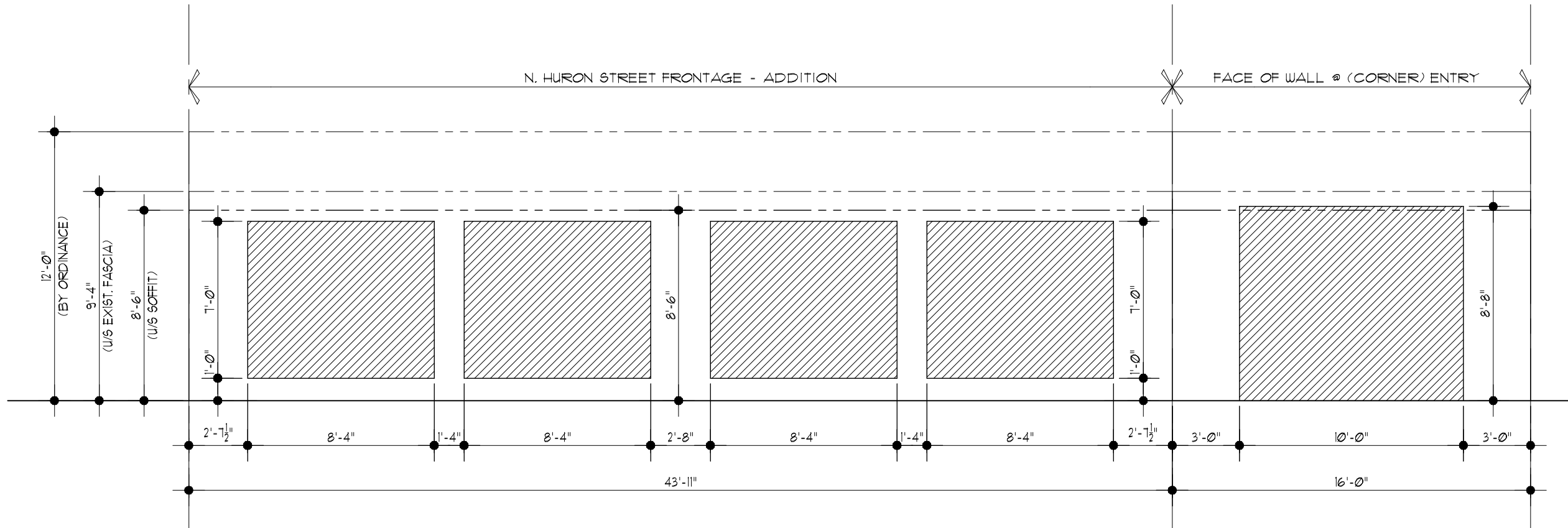
At the regular January meeting of the Zoning Board of Appeals, the ZBA approved the request that would allow the entry door to be constructed at an angle. However, they denied the request for a variance from the frontage standards.

The applicant has revised their frontage design to comply with the ordinance. Major revisions are described in §122-313(c) as those that “include, but not be limited to, increases in scope or density of use, land area, or building size; the addition of uses not authorized by the original site plan approval; the rearrangement or relocation of buildings or structures; changes in the character or function of drives, parking areas, and landscaping; or changes in the concept of the development.” Staff believes these changes to be both minor and desirable. No further action is required of Planning Commission.



Seal

Revisions:	
DATE	DESCRIPTION
01-23-19	J.S.N. REVIEW
01-31-19	REVIEW
03-06-19	J.S.N. REVIEW



WEST ('FRONT') ELEVATION

N. HURON STREET - ADDITION

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

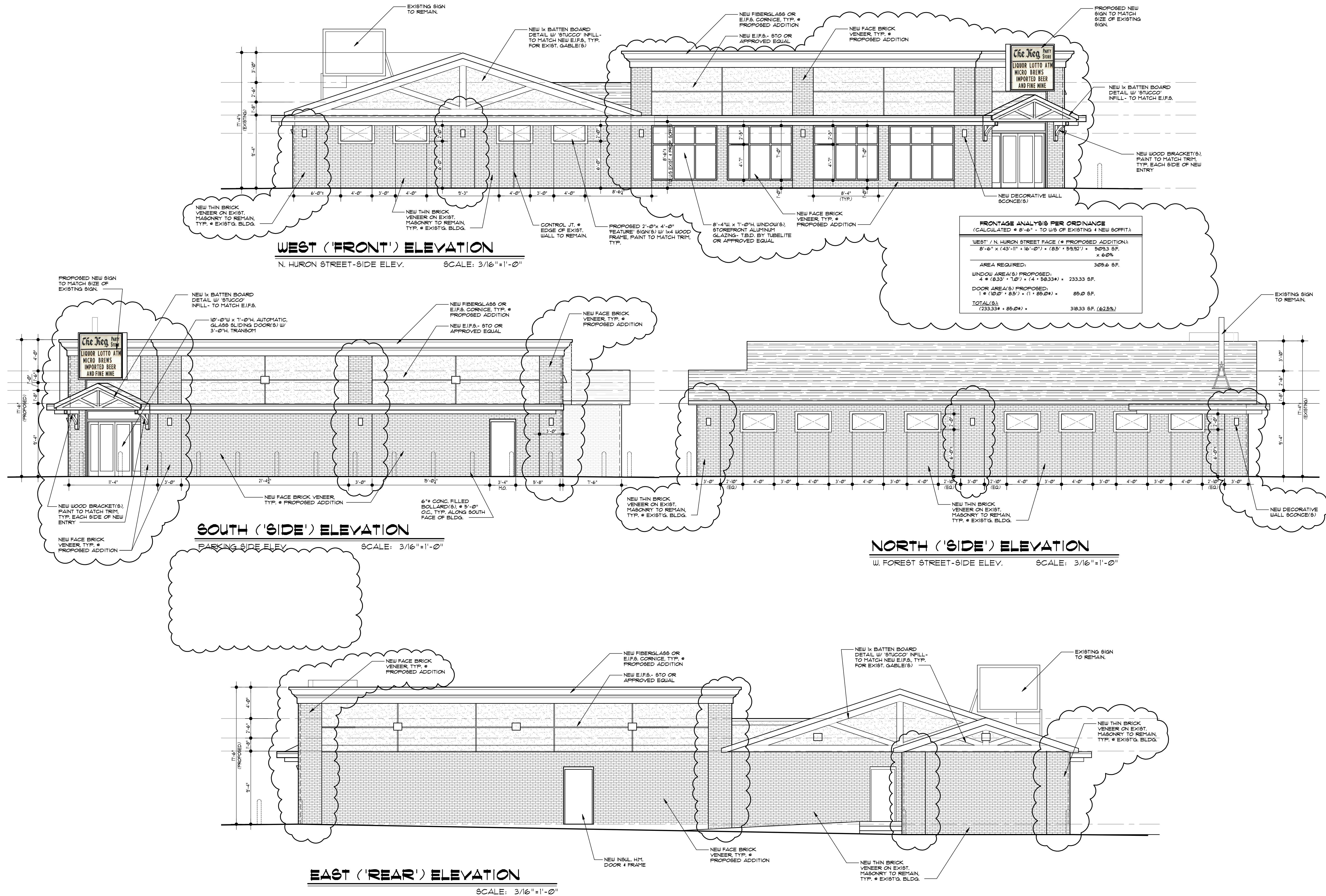
FRONTAGE TRANSPARENCY ANALYSIS		
<u>CALCULATED @ 8'-6" (TO U/S OF EXISTING & NEW SOFFIT):</u> PROPOSED ADDITION: $8'-6" \times (43'-11" + 16'-0") = (8.5' \times 59.92') = 509.3 \text{ S.F.} \times 60\%$ AREA REQUIRED: 305.6 S.F. WINDOW AREA(S) PROPOSED: $4 @ (8.33' \times 7.0') = (4 \times 58.33\#) = 233.33 \text{ S.F.}$ DOOR AREA(S) PROPOSED: $1 @ (10.0' \times 8.5') = (1 \times 85.0\#) = 85.0 \text{ S.F.}$ <u>TOTAL(S):</u> $(233.33\# + 85.0\#) = 318.33 \text{ S.F. (62.5\%)}$	<u>CALCULATED @ 9'-4" (TO U/S EXIST. ROOF EDGE/ FASCIA):</u> PROPOSED ADDITION: $9'-4" \times (43'-11" + 16'-0") = (9.33' \times 59.92') = 559.0 \text{ S.F.} \times 60\%$ AREA REQUIRED: 335.4 S.F. WINDOW AREA(S) PROPOSED: $4 @ (8.33' \times 7.0') = (4 \times 58.33\#) = 233.33 \text{ S.F.}$ DOOR AREA(S) PROPOSED: $1 @ (10.0' \times 8.67') = (1 \times 86.7\#) = 86.7 \text{ S.F.}$ <u>TOTAL(S):</u> $(233.33\# + 86.7\#) = 320.03 \text{ S.F. (57.3\%)}$	<u>CALCULATED @ 12'-0" (PER ORDINANCE):</u> PROPOSED ADDITION: $12'-0" \times (43'-11" + 16'-0") = (12.0' \times 59.92') = 719.0 \text{ S.F.} \times 60\%$ AREA REQUIRED: 431.4 S.F. WINDOW AREA(S) PROPOSED: $4 @ (8.33' \times 7.0') = (4 \times 58.33\#) = 233.33 \text{ S.F.}$ DOOR AREA(S) PROPOSED: $1 @ (10.0' \times 8.67') = (1 \times 86.7\#) = 86.7 \text{ S.F.}$ <u>TOTAL(S):</u> $(233.33\# + 86.7\#) = 320.03 \text{ S.F. (44.5\%)}$

Project Name: STORE- 534 N. HURON STREET
534 N. HURON STREET
YPSILANTI, MI 48197
OWNER: TOM TAMOU

Sheet Title:
WINDOW/
TRANSPARENCY
ANALYSIS

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CONSENT OF JSN ARCHITECTURE

Date: 01/23/19
Drawn by: MJC
Project Number:
17054
Sheet Number:
EXH-1



Joseph S. Novitsky
Architecture
3856 12 Mile Road
Berkley, MI 48072
(248) 433-2030

Seal:

Revisions:

DATE	DESCRIPTION
02/21/17	REVIEW
02/28/18	REVIEW
03/16/18	REVIEW
03/21/18	P.C. REVIEW
04/18/18	P.C. REVIEW- SPECIAL USE
08/02/18	REVIEW
09/25/18	Z.B.A. REVIEW
10/16/18	P.C. REVIEW- SPECIAL USE
01/24/19	REVIEW
03/06/19	P.C. REVIEW

Project Name:
STORE- 534 N. HURON STREET
534 N. HURON STREET
YPSILANTI, MI 48197

OWNER:
TOM TAMOU

Sheet Title:
PROPOSED ELEVATIONS

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Date: 03/12/18
Drawn by: CH, MLC

Project Number:
17054

Sheet Number:
A-3

- ALL WORK SHALL CONFORM TO THE REQUIREMENTS OF THE M.B.C. 2015 BASIC BUILDING CODE AND ALL THE CITY AND LOCAL ORDINANCES AS ADOPTED BY THE STATE OF MICHIGAN.
- THESE NOTES ARE FOR GENERAL REFERENCE. WHERE CONFLICTS EXIST BETWEEN THESE NOTES AND CURRENT CODE(S), THE MORE STRINGENT REQUIREMENTS SHALL PREVAIL.
- MATERIALS OR CONSTRUCTION PROCEDURES WHICH ARE PROHIBITED BY LAW OR SHALL CAUSE A HARMFUL EFFECT TO THE NATURAL ENVIRONMENT OR TO THE HEALTH OF ANY PERSON ON THE SITE DURING CONSTRUCTION AND/ OR DURING OCCUPANCY SHALL NOT BE USED ON THIS PROJECT.
- ALL TRADES SHALL CONFORM WITH ALL APPLICABLE FEDERAL, STATE, LOCAL, AND OSHA CODES, RULES AND REGULATIONS. IN CASE OF CONFLICT, THE MOST STRINGENT REQUIREMENTS SHALL APPLY.
- ANY DISCREPANCIES, ERRORS, AND/OR OMISSIONS IN THE DRAWINGS ARE TO BE BROUGHT TO THE ATTENTION OF THE ARCHITECT/DESIGNER. FAILURE TO DO SO MAY RESULT IN PRICE CHANGES, THE COST OF WHICH WILL BE BORNE BY THE APPROPRIATE TRADE.
- DO NOT SCALE DRAWINGS, USE FIGURED DIMENSIONS!
- PROVIDE TEMPORARY BRACING AS REQUIRED, TO INSURE THE STABILITY OF THE STRUCTURE UNTIL THE PERMANENT FRAMING IS IN PLACE.
- PROVIDE SAFETY GLAZING IN CONFORMANCE WITH CODE.
- ALL WORK SHALL CONFORM TO THE REQUIREMENTS OF THE IBC BASIC BUILDING CODE AND ALL THE CITY AND LOCAL ORDINANCES AS ADOPTED BY THE STATE OF MICHIGAN.
- CONTRACTOR SHALL EXERCISE EXTREME CARE IN SETTING GRADES FOR NEW CONSTRUCTION AS THESE GRADES ARE CRITICAL.
- FOUNDATIONS SHALL BE CARRIED DOWN (MIN. 3'-6" DEEP) TO NATURAL UNDISTURBED SOILS CAPABLE OF SUPPORTING A 3,000 P.S.F. BEARING CAPACITY, OR ENGINEERED FILL. IF POORLY CONSOLIDATED SOILS ARE ENCOUNTERED AT THE DEPTHS SHOWN, THE ARCHITECT /DESIGNER SHALL BE NOTIFIED AND THE FOUNDATIONS WILL BE MODIFIED ACCORDINGLY.
- SAND FILL UNDER SLABS SHALL BE COMPACTED TO 95% MODIFIED PROCTOR DENSITY.
- CONCRETE SHALL HAVE COMPRESSIVE STRENGTH OF 3,000 P.S.I. FOR FOUNDATION WORK AND FLOOR SLABS WITH 4,000 P.S.I. FOR WALKS AND STEPS. REINFORCING STEEL = #6X31, ASTM #42.
- STRUCTURAL STEEL = 36 KSI ASTM GRADE 56.
- THE OWNER IS NOT RESPONSIBLE FOR THE MEANS AND METHODS OF CONSTRUCTION OR FOR THE SAFETY OF THE WORK. WHAT THESE RESPONSIBILITIES ARE INTENDED TO BE AND TO REMAIN SOLELY THOSE OF THE GENERAL CONTRACTOR.
- THE INTENT IS TO UTILIZE ALL EXISTING UTILITIES: 1ø: PHONE, ELEC, GAS, WATER, AND SEWER.
- LIGHT GAUGE STEEL FRAMING TO CONFORM TO ASTM DIMENSIONS SPECIFIED.
- SUPPORT ALL ELECTRICAL EQUIPMENT & WIRING, INCLUDING LOW VOLTAGE WIRING, IN ACCORDANCE WITH ARTICLE 300-II AND ARTICLES 125 THROUGH 830 OF THE NEC.

CHAPTER - 3 USE AND OCCUPANCY CLASSIFICATION
3021 CLASSIFICATION
USE GROUP(S): M1 (MERCANTILE)

CHAPTER - 5 GENERAL BUILDING HEIGHTS AND AREAS
SCOPE OF WORK AS PROPOSED DOES NOT INCREASE EXISTING BUILDING HEIGHT OR AREA. GENERAL AREA AND HEIGHT LIMITATIONS FOR THE EXISTING FACILITY HAVE BEEN REVIEWED AND APPROVED AS PART OF THE ORIGINAL BUILDING PERMIT.

CHAPTER - 6 TYPE(S) OF CONSTRUCTION
TYPE V-B (5-B), SPRINKLERED

CHAPTER - 7 FIRE AND SMOKE PROTECTIVE FEATURES
FIRE RESISTIVE RATING(S) FOR NEW CONSTRUCTION SHALL MEET THE REQUIREMENTS OF CHAPTER 7.

CHAPTER - 8 INTERIOR FINISHES
ROOM FINISHES SHALL MEET THE REQUIREMENTS OF SECTION 803 AND TABLE 803.3. CLASS 'C' FOR INTERIOR ROOFS, 4 CLASS 'B' FOR CORRIDORS & GENERAL AREAS. INTERIOR FLOORS SHALL MEET THE REQUIREMENTS OF SECTION 804. CLASS II IN CORRIDORS AND OPEN AREAS AND TYPE DOC FF-1 IN ENCLOSED ROOFS.

CHAPTER - 10 MEANS OF EGRESS
SECTION 1004 OCCUPANT LOAD FOR PROPOSED USE(S) (TABLE 1004.2)
M1 USE: 2,422 S.F. STORAGE/ STOCK AREA * 1/300 GROSS = 8 OCCUPANT(S).
3,812 S.F. RETAIL AREA * 1/60 GROSS = 63 OCCUPANT(S)
TOTAL = 71 OCCUPANT(S)

DOOR(S) PROVIDED ARE AT LEAST 36 INCHES WIDE WHICH MEET EGRESS AND ALSO A0 BARRIER FREE REQUIREMENTS.

MEANS OF EGRESS REQUIREMENTS FOR THE EXISTING BUILDING TO REMAIN HAVE BEEN MET BOTH WITHIN THE EXISTING SPACE(S) AND HAVE BEEN DETERMINED TO BE ADEQUATE AS PART OF THE ORIGINAL PERMIT APPROVAL.

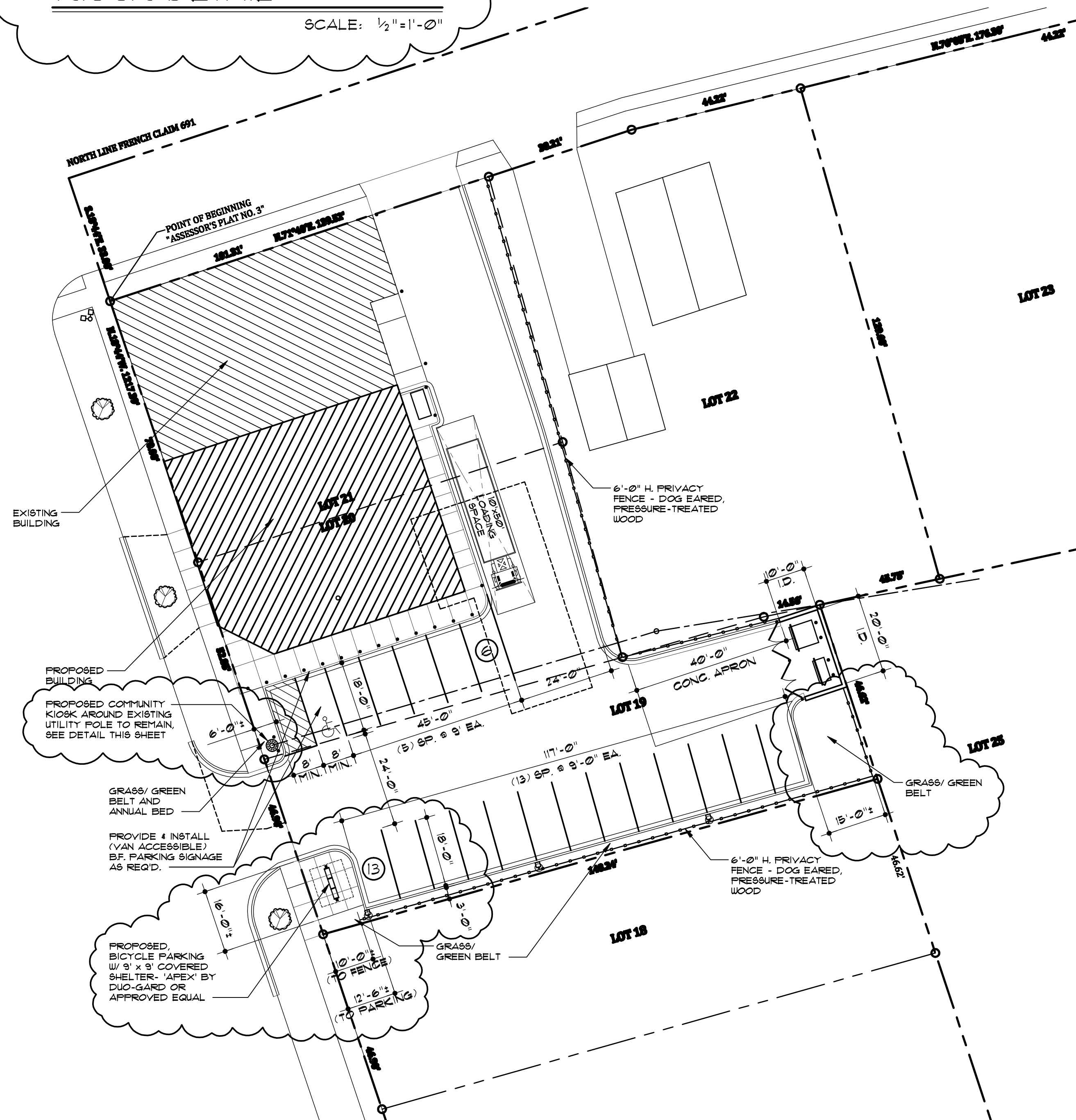
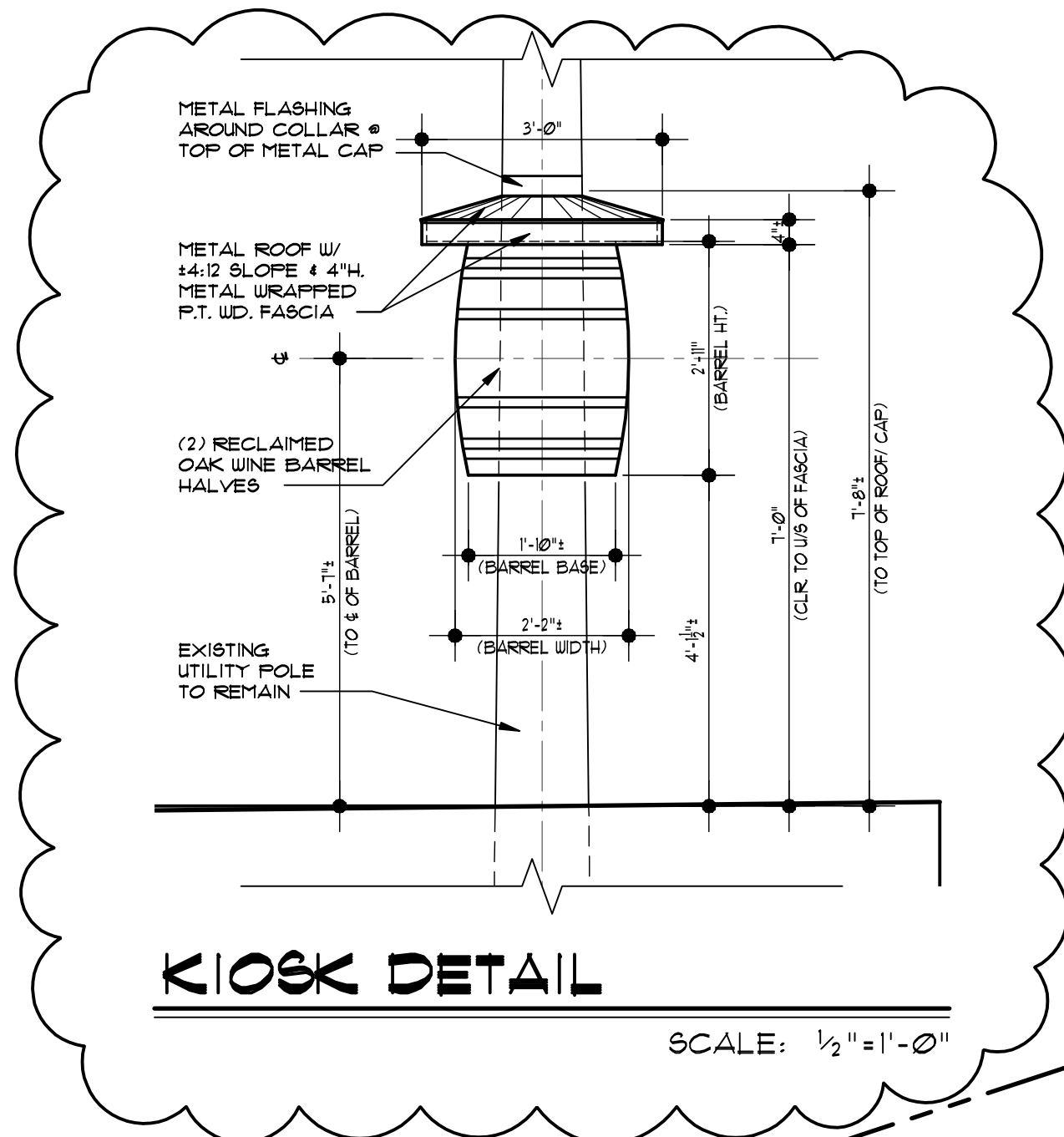
CHAPTER - 11 ACCESSIBILITY
ALL NEW CONSTRUCTION SHALL COMPLY WITH CHAPTER 11 REQUIREMENTS.

CHAPTER - 12 INTERIOR ENVIRONMENT
SECTION 1205 THE LIGHTING AND NATURAL LIGHT REQUIREMENTS HAVE BEEN DESIGNED TO MEET OR EXCEED THE MINIMUM REQUIRED LIGHTING LEVELS FOR BOTH DAY AND NIGHT FOR THE PROPOSED LEASE SPACE.

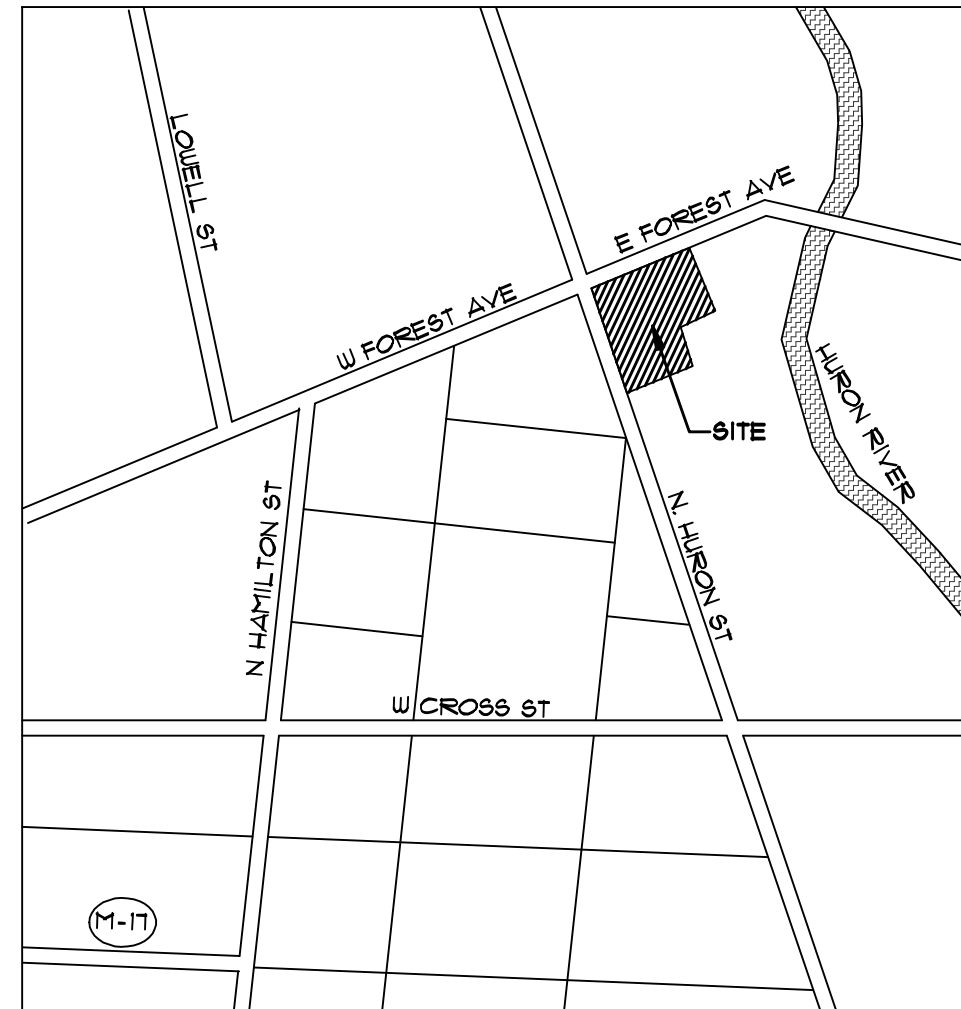
SECTION 1203 EXISTING MECHANICAL VENTILATION TO BE DESIGNED AND MODIFIED TO CORRESPOND WITH THESE PLANS AND OWNER REQUIREMENTS. THE MECHANICAL CONTRACTOR SHALL SUBMIT AIR DISTRIBUTION DRAWINGS, IF APPLICABLE, FOR REVIEW BY THE ARCHITECT AND THE CITY.

A.D.A. APPLICABLE PARTS OF THE AMERICANS WITH DISABILITIES ACT SHALL APPLY TO THIS PROPOSED ADDITION. ALL DOORS WIDTHS, ELECTRICAL DEVICES, PLUMBING DEVICES, CORRIDORS, SIGNAGE AND ALARM DEVICES SHALL MEET A.D.A. FOR THE PHYSICALLY, VISUALLY AND HEARING IMPAIRED.

THE AMERICANS WITH DISABILITIES ACT PROVIDES THAT IT IS A VIOLATION OF THE ADA TO CONSTRUCT A FACILITY FOR FIRST OCCUPANCY LATER THAN JANUARY 26, 1993, THAT DOES NOT MEET THE ACCESSIBILITY AND USABILITY REQUIREMENTS OF THE ADA, EXCEPT WHERE AN ENTITY CAN DEMONSTRATE THAT IT IS IMPOSSIBLE TO MEET SUCH REQUIREMENTS. THE ARCHITECT, THEREFORE, ACKNOWLEDGES THAT THESE REQUIREMENTS OF THE ADA WILL BE SUBJECT TO VARIOUS AND POSSIBLY CONTRADICTORY INTERPRETATIONS. THE ARCHITECT, THEREFORE, WILL USE ITS BEST JUDGMENT TO INTERPRET AND APPLY THE ADA ACCESSIBLE ADA REQUIREMENTS AND OTHER FEDERAL, STATE AND LOCAL CODES, LAWS AND ORDINANCES AS THEY APPLY TO THE PROJECT. THE ARCHITECT, HOWEVER, CANNOT AND DOES NOT WARRANT OR GUARANTEE THAT THE TENANT LEASED SPACE COMPLY WITH ALL INTERPRETATIONS OF THE ADA REQUIREMENTS AS THEY RELATE TO THE PROJECT. THE ARCHITECT, HOWEVER, DOES NOT WARRANT OR GUARANTEE THAT THE DESIGN OF ANY COMPONENT IN THE TENANT LEASED SPACE WILL MEET THE REQUIREMENTS OF THE ADA IF THEY HAVE NOT BEEN SUBMITTED TO THE ARCHITECT FOR REVIEW.



SCALE: 1"=20'-0"



SCALE: N.T.S.

**ZONED: NC (NEIGHBORHOOD
CORRIDOR)**

CODE(S): M.B.C. 2015
CONST. TYPE: V-B (5-B)
STORIES OF BUILDING: ONE (1)
USE GROUP(S): 'M'
BUILDING AREA: 6,294 SQ. FT.
OCCUPANCY: 73

TOTAL GROSS AREA (FOOTPRINT) = 6,294 SQ. FT.
CONVENIENCE STORE = 6,294 SQ. FT. (GROSS AREA)
 CONVENIENCE STORE W/ CARRY-OUT PIZZA
 RETAIL @ 1 SF. PER 250 SF.
 3,872 SF. / 250 = 15.48, THEREFORE 16 SPACES
 STAFF @ 1 SF. PER EMPLOYEE (LARGEST SHIFT)
 CONV. STORE: 2 EMPLOYEES = 2 SPACES
 CARRY-OUT (PIZZA): 2 EMPLOYEES = 2 SPACES
TOTAL = 20 SPACES REQUIRED

BICYCLE(S) @ = 1 SPACE FOR EVERY 4 BICYCLE SPACES
8 BIKE SPACES / 4 = 2 SPACE REDUCTION

BICYCLE(S) @ = 4 SPACE(S) FOR PROVISION OF EMPLOYEE SHOWER
EMPLOYEE SHOWER = 4 SPACE REDUCTION

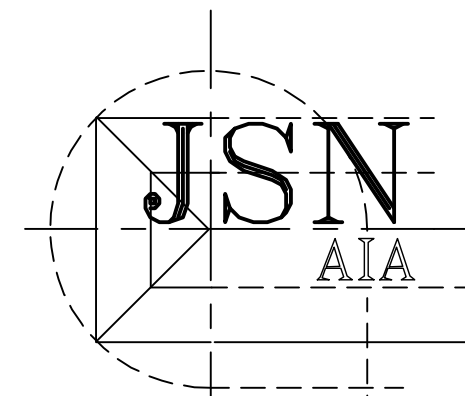
TOTAL = 6 SPACE REDUCTION

PARKING TOTAL(S):

20 (CONV. STORE) - 6 (REDUCTIONS)

TOTAL = 14 SPACES REQUIRED

TOTAL (PROVIDED) (13 SPACES) PROPOSED



Joseph S. Novitsky
Architecture
 3856 12 Mile Road
 Berkley, MI 48072
 (248) 433-2030

Seat:

Revisions

DATE	DESCRIPTION
08/21/17	REVIEW
02/28/18	REVIEW
03/16/18	REVIEW
03/21/18	P.C. REVIEW
04/18/18	P.C. REVIEW- SPECIAL U
05/03/18	REVIEW
09/25/18	Z.B.A. REVIEW
10/16/18	P.C. REVIEW- SPECIAL U
01/23/19	Z.B.A. REVIEW
03/06/19	P.C. REVIEW

Project Name: **STORE- 534 N. HURON STREET**

534 N. HURON STREET
YPSILANTI MI 48197

OWNER: **TOM TAMOU**

Sheet Title:

PROPOSED SITE PLAN, LOCATION MAP, NOTE(S) & ANALYSIS

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WRITTEN CONSENT OF JEN ARCHITECTURE

Date: 08/21/17
Drawn by: LDN, MLC

Project Number:

17054

Sheet Number:

S-1

LUMINAIRE SCHEDULE									
Symbol	Label	Qty	Catalog Number	Description	Lamp	File	Lumens	LLF	Watts
	S1	3	D802-LED-70-40-B2 WITH 14' WJM POLE	D802-LED-75-40-U-T3		D802-LED-75-40-U-T3.ies	9370	1.00	76.2
	WP	12	D444-LED-40-40-U-B2 40W FULL CUTOFF WALLPACK	D444-LED-40-40-U-XX		D444-LED-40-40-U-XX (UG).ies	Absolute	1.00	41.4



Plan View
Scale 1" = 10'



'The Keg' Convenience Store (T. Tamou); Ypsilanti,
SITE LIGHTING LAYOUT

Designer
Marc Drouillard

Date
Oct 16 2018

Scale

Drawing No.

D444-LED

Medium Trapezoidal Wall Pack



Job Information

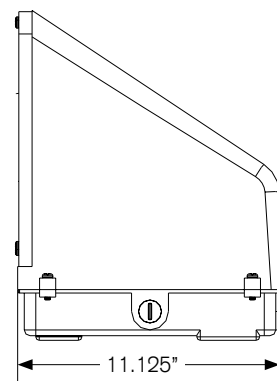
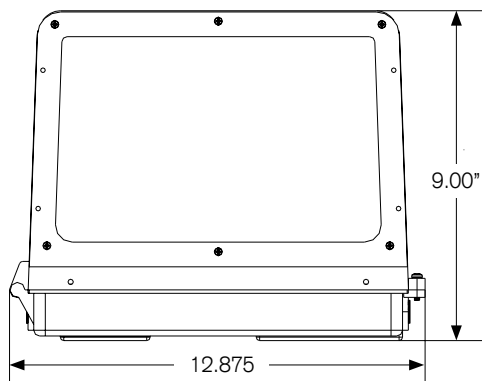
Type:

Catalog #:

Project:

Comments:

Prepared by:



Description

The D444-LED medium trapezoidal cutoff wall pack offers a sleek design and cutoff performance with a wide range of uses. It delivers the lighting needed for the exteriors of retail buildings, businesses, walkways, underpasses or door entrances. The D444 Quickship model delivers a full cutoff wall lighting solution for fast track projects in need of product on site immediately.

Ordering Information

Example: (D444-LED-40-50-U-BZ-Q)

D444-LED

Series	Wattage/Lumen	Color Temp.	Voltage	Finish	Lens Type
Medium Trapezoidal Cutoff Wall Pack	40 40W/4000 ¹	40 4000K 50 5000K ²	U 120-277V	BZ Bronze	Q Clear Flat Glass

¹ Delivered Lumens (5000K) - For 4000K multiply by 0.95

² DLC Listed, see Page 2 for table of models currently listed

Features

- Heavy-duty, two-piece die-cast aluminium housing.
- Silicone gasketing provides protection against moisture.
- Mounts directly to 3.5" octagon, or 4" square outlet box.
- 1/2" NPS tapped holes provided in three locations for surface conduit entry for optional photocell control.
- Dark bronze powder coated finish for impact, corrosion and UV resistance.
- Integral cast-in aluminum hinges.
- Can be used as an uplight for wall washing applications.
- Driver is 0-10V Dimming Standard
- Precision-designed polycarbonate optical lenses control and deliver light only where it is needed, Type III distribution with clear glass lens
- Includes Select-A-Watt adjustable LED driver (20W-30W-40W), factory set at 40W and field adjustable during installation

Performance Data

CRI:	70+
CCT:	4000K, 5000K
Warranty:	10 yr. Limited Warranty
Dimming:	0-10V Dimming Standard, 100% down to 10%
Operating Temperature:	-30°C to 50°C Max Ambient
L70 Lifetime Rating:	213,000 Hours (25°C); 113,000 Hours (55°C)
IP Rating:	IP55
Sound Rating:	Class A (inaudible in a 24dB ambient environment)
Power Factor:	> 0.90
Total Harmonic Distortion:	< 20%

Lumen Chart

Nominal Wattage	5000K Lumens	Efficacy (lm/W)
20W	2000	100
30W	3000	100
40W	4000	100

*For 4000K lumen outputs, multiple values by a factor of 0.95

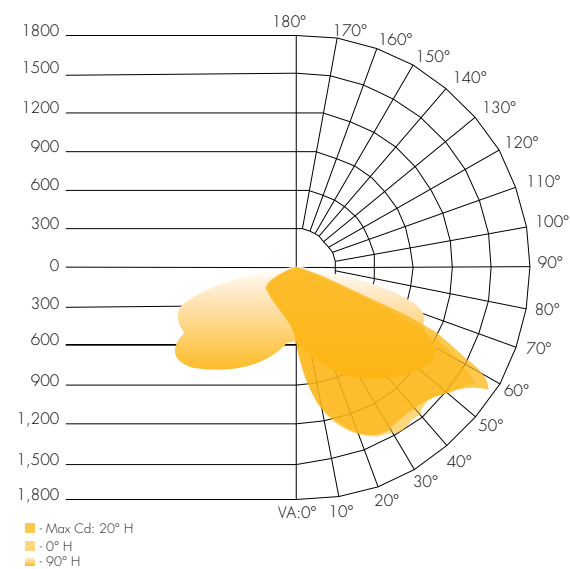
DLC Listing

	40W
4000K	
5000K	X

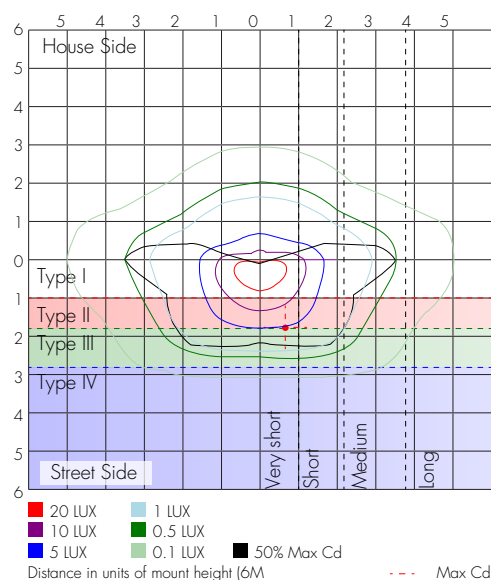
Photometric Data

40W 5000K

Polar Candela Distribution



Isolux Plot



Zonal Lumen Summary

Zone	Lumens	%Luminaire
0-30	692.3	17.5%
0-40	1,266.9	32%
0-60	2,874.0	72.6%
60-90	1,062.4	26.8%
70-100	316.3	8%
90-120	8.5	0.2%
0-90	3,936.4	99.4%
90-180	23.2	0.6%
0-180	3,959.5	100%



D802-LED

12" Low-Profile Area Light

Performance Data

CRI

73+

CCT

4000K, 5000K

Projected Lifetime

155,000 Hours (L70);
97,000 Hours (L80)

Dimming

Available with 0-10V inputs
dimming down to 10%

Operating Temperature

-40°C to 45°C Ambient

ETL Listed

Suitable for dry, damp, wet
locations

Client: _____

Project Name: _____

Order #: _____

Type: _____ Qty: _____



ETL

Listed

DLC

Premium

10 Yr

Limited
Warranty

Description

The D802-LED utilizes a soft-cornered aerodynamic design to provide excellent light distribution and an aesthetically appealing appearance. Ideal for storage areas, rail yards, loading docks, and building perimeters. One piece die cast aluminum door has two captive stainless steel fasteners and can be removed from the die cast aluminum housing for easy maintenance. Attractive dark bronze, polyester powder coated finish for excellent impact, corrosion and UV resistance.

Features

- High pressure die casting housing ,anti-static powder painting.
- High thermal conductive material & high efficiency cooling system.
- ETL Listed; IP66 rated
- Delivers up to 135 lumens per watt
- Precise light cutoff, less than 5 lumens of light above 90°
- Weight: 13 lbs (75W); 13.5 lbs (100W)
- Optional 3-pin twist lock photocell
- Photocell receptacle included standard
- Slip Fitter sized for 2-3/8" tenon
- 10-Year Limited Warranty

D802-LED

A

B

C

U

D

E

F

BZ

G

H

Ordering Information

A FIXTURE SERIES

D802-LED 12" Low-Profile
Area Light

B WATTAGE/LUMENS

75 75W/9500^{1,2}
100 100W/13650^{1,2}

C CCT

40 4000K
50 5000K²

D VOLTAGE

U 122-277V

E OPTICS

T3 Type 3
T5 Type 5

F MOUNTING

PM Pole Mount³RPMA Round Pole Mount Adapter^{3,4}YM Yoke Mount³SF Slip Fitter³

G FINISH

BZ Bronze

H OPTIONS

T Twist Lock Photocell³

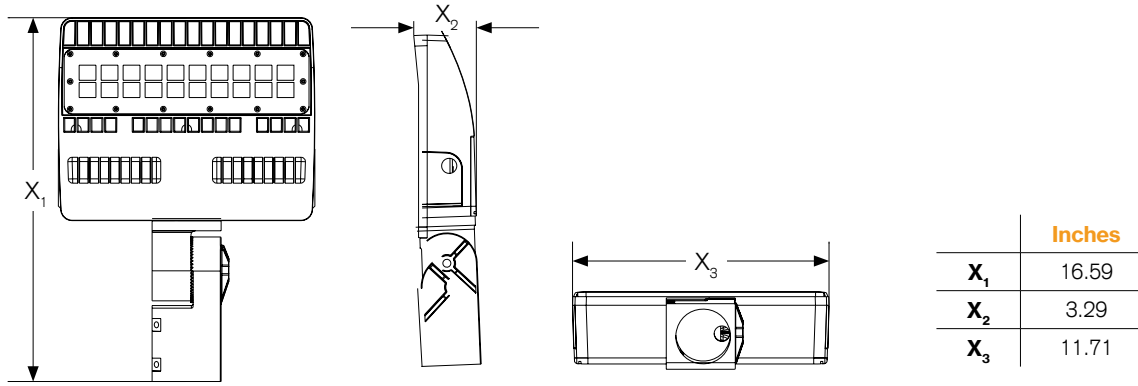
¹ Delivered Lumens (4000K Type 5 Distribution) - Multiply by 0.95 for Type 3 and 1.03 for 5000K

² DLC Listed (See Page 3 for more information on models currently listed)

³ Shipped separately

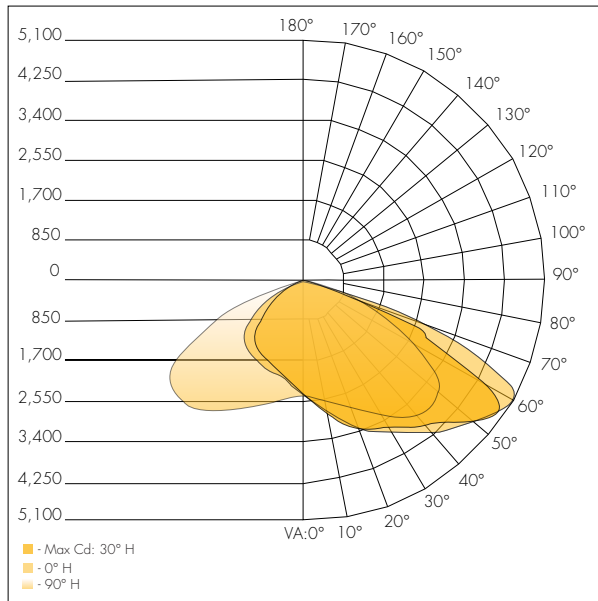
⁴ Must be ordered in conjunction with the Pole Mount Bracket

Dimensions

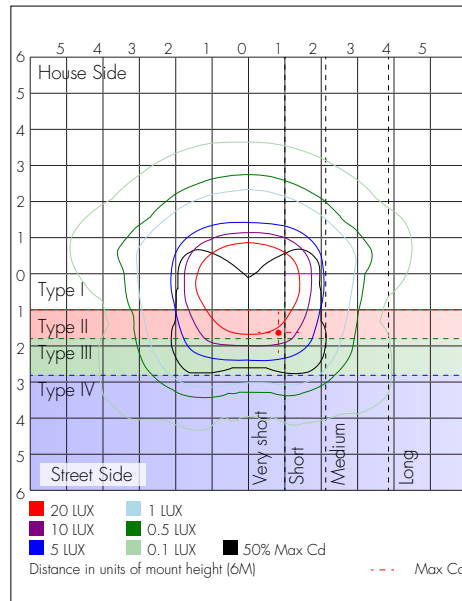


Photometrics

Model 100W 4000K Type 3



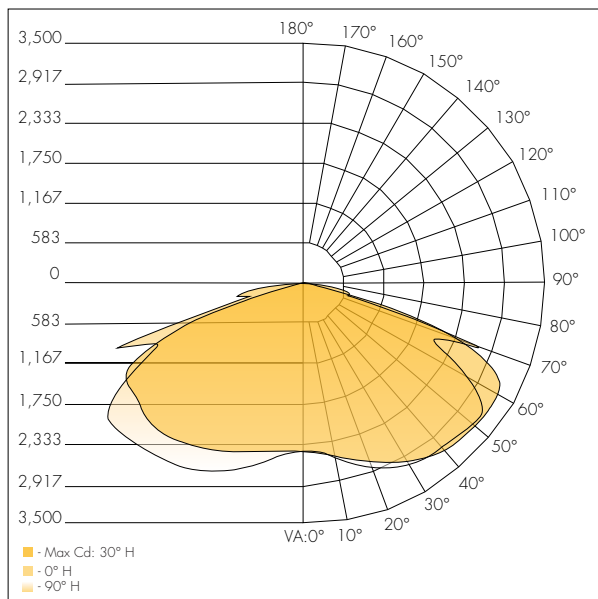
Isolux Plot



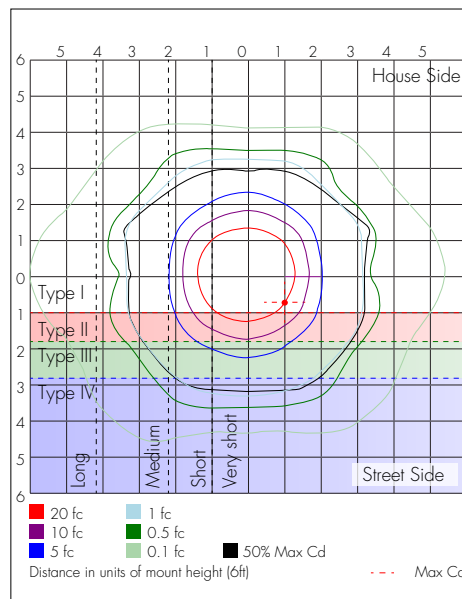
Zonal Lumen Summary

Zone	Lumens	%Lamp	%Luminaire
0-30	2,280.5	18.4%	18.4%
0-40	4,202.2	34%	34%
0-60	9,477.7	76.7%	76.7%
60-90	2,859.8	23.1%	23.1%
70-100	716.7	5.8%	5.8%
90-120	9.2	0.1%	0.1%
0-90	12,337.5	99.8%	99.8%
90-180	25.5	0.2%	0.2%
0-180	12,363.0	100%	100%

Model 100W 4000K Type 5



Isolux Plot



Zonal Lumen Summary

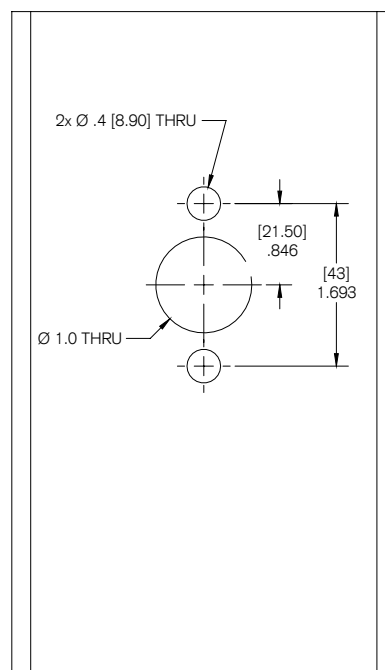
Zone	Lumens	%Lamp	%Luminaire
0-30	2,332.8	17.1%	17.1%
0-40	4,264.1	31.2%	31.2%
0-60	9,632.5	70.5%	70.5%
60-90	4,031.3	29.5%	29.5%
70-100	1,390.7	10.2%	10.2%
90-120	0.8	0%	0%
0-90	13,663.9	100%	100%
90-180	1.5	0%	0%
0-180	13,665.4	100%	100%

DLC Listing

	75W ¹		100W ¹	
	T3	T5	T3	T5
4000K	X	X	X	X
5000K	X	X	X	X

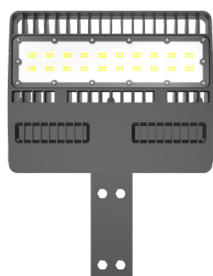
¹DLC Premium

Pole Mount Drill Pattern



Mounting Options

Pole Mount

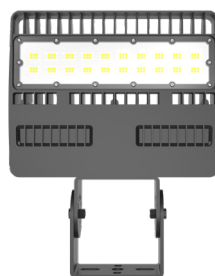


Front Side



Side View

Yoke Mount



Front Side



Side View

Slip Filter



Front Side



Side View



THE RULES OF PROCEDURE AND BYLAWS

OF

THE PLANNING COMMISSION

OF

THE CITY OF YPSILANTI, MICHIGAN

As adopted, Aug 17 2011

DRAFT FOR DISCUSSION
2019-03-14

ARTICLE I – Name

The name of the Commission shall be the Planning Commission of The City of Ypsilanti, hereinafter referred to as "Commission."

ARTICLE II – Objectives

The objectives, purposes, powers, and duties of the Commission are those set forth by P.A. 33 of 2008, as amended, being the Michigan Planning Enabling Act, (M.C.L. 125.3801 et seq.), hereinafter "the Planning Act," and the administration of Chapter 122 of the City Code of Ordinances, Zoning, and all subsequent amendments thereto, in accordance with P.A. 110 of 2006, as amended, being the Michigan Zoning Enabling Act, (M.C.L. 125.3101 et seq.), hereinafter "the Zoning Act."

- Section 1. The commission shall review and act on all proposed zoning ordinances, zoning amendments, or Planned Unit Developments pursuant to the Zoning Act. At least one hearing shall be held on each proposed zoning ordinance, amendment, or Planned Unit Development, with notices given as specified in the zoning ordinance and the Zoning Act. After the hearing, action shall be in the form of a recommendation to the City Council.
- Section 2. The Commission shall review and act on all special use permit applications pursuant to the Zoning Act and zoning ordinance. At least one hearing shall be held on each special use permit.
- Section 3. The Commission shall review and act on all those site plans which the zoning ordinance requires Commission action.
- Section 4. The Commission shall not act, or otherwise hear issues on zoning ordinance interpretation, zoning map interpretation, or variances. Such matters shall be exclusively the jurisdiction of the Zoning Board of Appeals.
- Section 5. The Commission shall review and advise upon all plans of adjacent or contiguous government units, including Ypsilanti and Superior Townships, Washtenaw County, and Eastern Michigan University. This review should focus on coordination of planning between governments, including consistencies or inconsistencies between plans and consideration of matters of broader interest than the City of Ypsilanti.
- Section 6. The Commission shall review and advise upon plans for capital improvements, such as construction, expansion, removal, or vacating of public lands, buildings, or right-of-ways. This review should focus on consistency with adopted plans of the City and other governmental units. This may be done by an annual review of the City's Capital Improvement Plan prior to adoption by City Council, rather than of each project individually.

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ARTICLE III – Membership

- Section 1. Membership of the Planning Commission shall consist of nine members. Members of the Commission shall be appointed as provided for in the City Charter of the City of Ypsilanti.
- Section 2. The first priority of each member of the Commission shall be to represent and advocate what is best for the City of Ypsilanti as a whole, putting aside personal or special interests.
- Section 3. Membership of the Commission shall be representative of the entire geography of the City of Ypsilanti and of important segments of the community.

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PLANNING COMMISSION RULES OF PROCEDURE AND BYLAWS

Section 4. Each member of the Commission shall avoid conflicts of interest, including, but not limited to, deliberating on, voting on, or reviewing a case concerning the member; the immediate family or household of the member; property owned by or neighboring property owned by the member; or a corporation or partnership in which the member has an ownership, employment, or other financial interest; or when there is a reasonable appearance of a conflict of interest.

For the purposes of this section, a neighboring property shall include any property falling within the 300' notification radius described by Section 103 of the Zoning Act.

Potential conflicts of interest should be identified by the member prior to deliberation of the case. Members shall disclose, except where it violates a confidence, the general nature of the conflict, and the minutes shall so record the conflict and abstention. The member shall remove themselves from the meeting room during deliberation of the case.

Section 5. Members shall avoid *ex parte* contact about cases before the Commission whenever possible. If such contact occurs, the member shall make a report of the discussion to the Commission at the public hearing or deliberation of the case.

Section 6. Once a vote is taken and an issue is decided by vote, the duty of each member of the Commission is to accurately represent the position reflected by the outcome of the vote.

From time-to-time, or on a specific issue, the Commission may appoint a spokesperson for the Commission for all matters which occur outside of the meetings of the Commission.

Section 7. One member of the Commission may also serve on the Zoning Board of Appeals. This member shall not vote twice on the same issue, such as voting at the ZBA on an appeal of a Planning Commission decision that the member voted on.

ARTICLE IV – Officers, and Their Duties

Section 1. The officers of the Commission shall be a Chairperson and a Vice-Chairperson. Such other officers, sub-committees, etc. as are deemed necessary and advisable for the conduct of business shall be appointed as required and provided for by the Commission.

Section 2. The Chairperson shall preside at all meetings and hearings of the Commission and shall have the duties normally conferred by parliamentary usage on such officers. The Chairperson shall additionally serve as Secretary, and shall sign approved minutes of meetings, receive communications and petitions sent to the Planning Commission, and transmit proposed Master Plan amendments to neighboring communities.

Section 3. The Vice-Chairperson shall preside and exercise all of the duties of the Chairperson in their absence. Should neither the Chairperson nor the Vice-Chairperson be present at a meeting, a temporary Chairperson shall be elected by the majority vote of the members present.

Section 4. The Chairperson and the City Planner shall sign all legal documents for the Commission.

Section 5. The Commission may designate a person who is not a member of the Commission to serve as Recording Secretary. The Recording Secretary shall prepare draft minutes for review by the Commission and shall perform such other duties as may be ordered by the Commission.

Section 6. Nomination of officers shall be made from the floor at the annual organizational meeting which shall be the regular meeting in June each year, and the election shall be immediately thereafter.

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¶ Potential conflicts of interest should be identified by the member prior to deliberation of the case; if the Commission determines that a conflict exists, t

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PLANNING COMMISSION RULES OF PROCEDURE AND BYLAWS

Section 7. A candidate receiving a majority vote of the entire Commission shall be declared elected and shall serve a term of one year or until ~~their~~ successor shall take the office.

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Section 8. Vacancies in office shall be filled immediately by regular election procedures.

Section 9. The officers shall be members of the Commission.

ARTICLE V – Meetings

Section 1. All regular and special meetings, hearings, and records shall be open to the public. Meetings shall be conducted under the Open Meetings Act of the State of Michigan.

Section 2. The Commission shall hold a minimum of four regular meetings per year.

Section 3. A special meeting of the Commission may be called by the Chairperson, or the Vice-Chairperson in the event the Chairperson is unavailable, or any three (3) members of the Commission. Each member of the Commission must receive at least two days' notice as to the time, place and purpose of the meeting.

Section 4. All inquiries, applications, or matters requiring official action by the Commission shall be submitted in writing, ~~be properly drafted on official forms necessary, and contain all relevant information regarding the matter upon which the Commission is requested to act. Further, any petitioners may withdraw a petition at any time by filing a written notice of withdrawal with the City Planner.~~

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Section 5. The normal order of business at meetings shall be as follows:

1. Call to order
2. Roll call
3. Approval of minutes
4. Audience participation
5. Any business item requiring a public hearing
6. Old business
7. New business
8. Adjournment

Section 6. A quorum shall consist of a majority of the current Planning Commissioners, but no less than four (4) members.

Section 7. All proceedings, decisions and resolutions of the Commission shall be initiated by motion.

Motions made in an administrative capacity, such as rezonings, site plan reviews, and special use permits, shall include findings of facts and reasons for the Commission's action.

Section 8. An affirmative vote of a majority of those present shall be necessary to pass any motion involving the adoption or amending of plans, policy statements or recommendations to the Council.

Section 9. Voting shall be by voice vote and shall not be recorded as individual ayes or nays unless requested by a member of the Commission, in which case the Chairperson shall order the vote to be so recorded except that any member may abstain by so declaring prior to vote. An abstention may only be made in the case of a conflict of interest; it is otherwise the duty of all Commissioners present to participate in the vote.

PLANNING COMMISSION RULES OF PROCEDURE AND BYLAWS

- Section 10. Parliamentary procedure in Commission meetings shall be governed by Roberts Rules of Order, as amended. The City Planner shall act as parliamentarian during Planning Commission meetings.
- Section 11. The City Planner, City Attorney, and other officials of the City may participate in the Commission's discussion, but shall not vote, introduce motions, be counted towards quorum, or initiate any other parliamentary action.

ARTICLE VI – Procedures

- Section 1. Applications and all required supporting documentation are to be submitted by the filing deadline. Applicants are to be provided with instructions which include the deadline date. Failure to submit a complete application and/or any required component of the application or submission of an inadequate application and/or any required component of the application will result in the case being withdrawn from consideration.
- Section 2. The usual order of procedure of the public hearing shall be:
- Chair states the name of the case and explains procedure and nature of case.
 - City Planner presents the official records of the case.
 - City Planner presents staff recommendation.
 - Commission asks questions of staff.
 - Applicant presents their case.
 - Motion to open public hearing and chairperson directs that all persons present in connection therewith identify themselves by name and address. Chair explains the procedure.
 - The public are heard.
 - Closing of Public Hearing – motion to close shall require majority concurrence for each petition.
 - Discussion by Commissioners.
 - Motion and decision by Commissioners.

ARTICLE VII – Disposition and Record

- Section 1. The decision of the Commission shall take effect five (5) days from the date of determination. However, the Commission may find the immediate effect of such decision is necessary for the preservation of property or personal rights and shall certify with five (5) concurring votes or a majority vote of the members present. The applicant shall be advised of the decision in writing within five (5) days of the final hearing and decision.
- Section 2. The Commission shall keep, or cause to be kept, a permanent record of Commission meetings and decisions, which shall, at a minimum, include:
- A copy of the meeting posting pursuant to P.A. 267 of 1976, as amended, (being the Michigan Open Meetings Act, M.C.L. 15.261 et seq.).
 - A copy of the minutes, and all its attachments which shall include a summary of the meeting, in chronological sequence of occurrence.
 - Records of any action, support documents, maps, site plans, photographs, and correspondence received, attached as an appendix to the minutes.
- Section 3. The City Planner shall communicate the actions and recommendations of the Commission to the City Council and general public.

Deleted: Applications shall be made by the owner or by parties who have substantial interest and rights in the premises affected, provided that the owner consents to the request. The applicant may appear in his/her own behalf or may be represented by his/her attorney or agent at the hearing.¶
¶

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Site inspections shall be made by the City Planner or other staff, or by members of the Commission designated to make inspections.¶

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<#>Applicant presents his/her case.¶
¶

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Commented [BW1]: There's no particular reason to delay this. We can go next business day, or three business days (then essentially by the Friday). Five days is just a bit odd (it would be by the following Tuesday).

PLANNING COMMISSION RULES OF PROCEDURE AND BYLAWS

ARTICLE VIII – Committees

- Section 1. The Commission or Chair may establish and appoint ad hoc committees for special purposes or issues, as deemed necessary. Less than a quorum may serve on an ad hoc committee at any given time.
- Section 2. The Commission, Chair, or City Planner may establish and appoint citizen committees with the consent of the Commission. Membership can be any number, so long as less than a quorum of the Commission serves on a citizen committee at any given time. The purpose of the citizen committee is to be able to use individuals who are knowledgeable or expert in a particular issue before the Commission or to better represent various interest groups.
- Section 3. All committees are subservient to the Commission and report their recommendations to the Commission for review and action. The Commission can overrule any action of any committee.
- Section 4. The same principles of these Bylaws for the Commission also apply to all committees of the Commission, including, but not limited to, making all meetings open to the public and keeping a record of all proceedings.

Deleted: Section 4. - Whenever approval of a petition is authorized by resolution of the Commission, a building or occupancy permit shall be obtained within six (6) months from the date of this approval or failure to obtain such permit within six (6) months shall invalidate the approval.¶

Deleted: principals

ARTICLE IX – Commission Absences

- Section 1. In order to maintain maximum participation of all appointed Commission members at all regularly scheduled meetings, the following attendance guide and Commissioner replacement policy for “excused” or “unexcused” should be implemented:
- When appointed, each Commissioner should state their willingness and intention to attend each scheduled meeting of the Commission.
 - In the event of unplanned personal matters, business trips, family vacation trips, changed job requirements, sickness, or other physical disabilities that prohibit the commissioner from attending the scheduled meeting, the Commission, professional staff of the City, or the Commission Chairperson should be notified as early as possible prior to the start hour of their inability to attend the scheduled meeting. The Commission member upon this notification will receive an “excused absence” for the involved scheduled meeting.
 - There will be a limit of three (3) consecutive “excused absences” or two (2) consecutive “unexcused absences” for any member of the Commission. If any member exceeds the above criteria for consecutive absences, the Commissioner will be recommended for dismissal unless extenuating circumstances exist.
 - If any Commission member is absent, whether excused or not, from any five (5) scheduled monthly Commission meetings, whether consecutive or not, during any one year period, the commissioner will be recommended for dismissal unless extenuating circumstances exist.
 - The recommendation for dismissal as required will be initiated by City staff and forwarded on to the City Council for official action.

Deleted: Section 1. - In order to maintain maximum participation of all appointed Planning Commission members at all regularly scheduled meetings of the Ypsilanti Planning Commission, the following attendance guide and Commissioner replacement policy for “excused” or “unexcused” should be implemented:¶

¶
<#>When appointed, each Commissioner should state his/her willingness and intention to attend each scheduled monthly meeting of the Planning Commission.¶

¶
<#>In the event of unplanned personal matters, business trips, family vacation trips, changed job requirements, sickness, or other physical disabilities that prohibit the commissioner from attending the scheduled monthly meeting; the Commission, professional staff at City Hall or the Planning Commission Chairperson should be notified as early as possible prior to the start hour of their inability to attend the scheduled meeting. The Planning Commission member upon this notification will receive an “excused absence” for the involved scheduled meeting.¶

¶
<#>There will be a limit of three (3) consecutive “absences” or two (2) consecutive “unexcused absences” for any member of the Planning Commission. If any member meets the above criteria for consecutive yearly scheduled regular meetings, the Commissioner will be canvassed and be considered for an automatic appointment nullification.¶

¶
<#>If any Planning Commission member is absent from any five (5) scheduled monthly Planning Commission meetings during any one year period, whether consecutive or not, the Commissioner is subject to an automatic appointment nullification immediately after the fifth missed meeting, whether the absences are excused or not. The Commissioner should be replaced as soon as possible by the Mayor and City Council in order to maintain the prescribed number of Planning Commission members.¶

¶
<#>The “appointment nullification” action as required will be initiated by Planning and Development Professional staff and forwarded on to the City Council for official action.¶

ARTICLE X – Miscellaneous

PLANNING COMMISSION RULES OF PROCEDURE AND BYLAWS

Section 1. These Rules may be amended or altered during a regular meeting by the affirmative vote of at least six (6) members, or a majority of those on the current roster of the Commission, provided notice of the proposed change is given to the Commission at a preceding regular meeting.

Deleted: and Regulations

Section 2. The provisions of these Rules shall be discussed and/or adopted or readopted by the Commission annually at their regular June meeting.

Deleted: and Regulations

Section 3. The Commission shall provide City Council with an annual report. This report shall include discussion of the Commission's activities, the status of any planning processes, priorities and recommendations to Council for the coming year, and any fiscal needs anticipated. This report shall be prepared prior to the preparation of the City's budget priorities.

Moved by Commissioner and Supported by Commissioner that the Rules and Regulations of the Commission be adopted as presented on .

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Deleted: August 17, 2011

AYES: NAYS: 0 ABSENT: DENIED
ADOPTED

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Ypsilanti Non-Motorized Advisory Committee Meeting Minutes

Thursday, March 7, 2019

1. Call to order - The meeting was called to order at 7:00pm at the Ypsilanti District Library, 229 W. Michigan Avenue. Committee members attending were Sarah Walsh, Dylan Goings Jared Talaga and Bob Krzewinski. Also attending was City Planner Bonnie Wessler.
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, passing unanimously.
 - b. Approval of January meeting minutes - A motion was made by Sarah, seconded by Jared to approve the minutes, passing unanimously.
 - c. Additional Committee member recruitment – Bob will post Committee Facebook requests for volunteers and also use the Mayor’s newsletter.
 - d. Non-Motorized Advisory Committee Improved Collaboration & By-Laws Revision – Having the Committee more involved in City non-motorized issues was discussed with a goal of the Committee becoming much more involved in the City’s 2020 budget. Bonnie will also review the discussions leading up to the formation of the Committee.
4. Old & continuing business
 - a. 2019 Committee priorities
 1. City Non-Motorized Plan – Jared gave an update on the draft with a request that all text revisions be sent to him by March 11th with the plan being to have the final draft completed for review by the Planning Commission at their April 17th meeting. Prior to the start of the April Planning Commission meeting there will be a public input session from 6pm to 7pm. Stakeholders will also be emailed a copy of the final draft before April 15th and the Committee will also solicit input at the Ypsilanti Earth Day Festival on April 14th. Jared will also have the City Sustainability Commission review the draft.
 2. Sidewalk curb cut inventory & improvements – The Committee will start working on creating a “top 10” list of curb cut needs and improvements and forwarded to the Planning Department for possible incorporation into a work plan for the City.
 3. Pedestrian Improvements –The newly approved (by City Council 3/5/19) Responsive Traffic Safety Improvement policy was discussed where citizens can petition for traffic calming measures in their neighborhood. A City web page will be created for this policy and the Committee will publicize this on their web and Facebook pages.
 4. Bike Lanes – West Cross Street – Design work is continuing that would incorporate traffic calming measures, including bike lanes and a center turn lane in the Mansfield Street area.
 5. Communication – The Committee is planning to have a May local 3-foot passing law education drive with publicity finalized by the time of the April Committee meeting.
 6. Non-Motorized City budget – Amount of funds for non-motorized projects, Committee involvement in disbursement decisions – No new update.

7. Bike Boulevards – The initial plan would be use Adams Street, from Harriet to Forest, as a pilot project.
8. Border To Border Trail gap completion & improvements – Plans are for improvements on Grove Road and Frog Island Park to begin construction in late 2019 and 2020.
9. Walk Friendly Community application – 2019 deadlines are June 15 and December 15.
10. Sidewalk/Curb Cut snow removal promotion – February and March were a difficult time for sidewalk snow/ice removal due to extended hard freeze periods.
11. Events – The Commission will have a table at the Ypsilanti Earth Day Festival (4/14, Cultivate, 3-7pm). Bob will plan for a Water Street B2B Trail walk on national Trails Opening Day 4/13. Bob will work on obtaining helmet donations for the annual Parkridge Festival.
12. Dockless bicycle/scooter policy by City – City Council unanimously approved a first reading of a new Shared Mobility Device ordinance at its March 4th meeting that contained input from the Non-Motorized Advisory Committee through Dylan's research work.

5. New Business

- a. Planning Department update – Bonnie gave updates on City non-motorized plans including Huron/Hamilton/Cross/Washtenaw MDOT work and planning for a new Cross Street bridge.
- b. Parkridge bike repair station – Bob will work with the Washtenaw Bicycling & Walking Coalition on an AARP Community Challenge grant application and matching fund contribution to fund a Dero bicycle repair stand for the Parkridge Community Center. Bonnie could author a support letter from the City.
- c. Public comment on amendment to the SEMCOG - FY 2017-2020 Transportation Improvement Program – Input from the Committee to SEMCOG will be done before a March 14th deadline.

6. Other Items – Announcements – None.

7. Adjournment - A motion was made by Sarah, seconded by Jared, to adjourn the meeting. The motion was approved unanimously, and the meeting was adjourned at 8:00pm. The next meeting will be Thursday, April 4, 7pm at the downtown Library.

Underground Railroad Bicycle Tour Route Passes Through Ypsilanti & Ann Arbor

The Adventure Cycling Association established a spur route of its Underground Railroad bicycle tour route that passes through Ypsilanti, as well as Ann Arbor and Saline.

The Underground Railroad Bicycle Route (UGRR) honors the bravery of those who fled bondage and those who provided shelter. This route passes points of interest and historic sites along a 2,008-mile corridor. Beginning in Mobile, Alabama – a busy port for slavery during the pre-civil war era – the route goes north following rivers through Alabama, Mississippi, Tennessee, and Kentucky. Waterways, as well as the North Star, were often used by freedom seekers as a guide in their journeys to escape slavery. The tour route ends at Owen Sound, a town founded by freedom seekers in 1857. Owen Sound is located on the southern side of Lake Huron's Georgian Bay.

In Ypsilanti, the Underground Railroad Bicycle Route travels along Clark Road, Oakwood Street, Michigan Avenue and Grove Road, urging visiting cyclists to visit historical sights along the way. Specifically the route recommends in Ypsilanti a visit to...

- The Elijah McCoy Commemorative Marker at the Ypsilanti Public Library commemorates Elijah McCoy, famous African-American inventor who had more patents than any other black inventor up to that time. His emancipated father and enslaved mother escaped with help from Underground Railroad conductors and then settled in Ypsilanti before the Civil War.
- The Leonard Chase House behind the Thompson Block building -- Leonard Chase housed freedom seekers and Mrs. Eurotas Morton brought bread for them from her house in the 200 block of N. River Street.

The Underground Railroad route also allows bicyclists to travel on sections of Washtenaw County's Border To Border Trail.

The Adventure Cycling Association was established to inspire people of all ages to travel by bicycle. The non-profit group helps cyclists explore the landscapes and history of America for fitness, fun, and self-discovery and has created one of the largest bicycle tour route networks in the world at 41,399 miles (and growing). Established in 1973 as Bikecentennial, Adventure Cycling is the premier bicycle travel organization in North America with 44,500 members nationwide and is headquartered in Missoula, Montana.

Washtenaw County Underground Railroad Bicycle Route Map Section -

https://docs.wixstatic.com/ugd/886cc1_59092531277747babfb7a9c05e9fd4cb.pdf

Complete Underground Railroad Bicycle Route Information -

<http://www.adventurecycling.org/routes-and-maps/adventure-cycling-route-network/underground-railroad-ugrr/>

DRAFT Minutes, Housing Affordability & Accessibility Committee

February 7th, 2019

Present:

- Toi Dennis
- Richard Murphy
- Mike Auerbach
- Matt Dunwoodie
- Heidi Jugenitz
- Amber Fellows
- Ashley Fox
- Nathanael Romero
- Cheranissa Roach

KEY DATES (Now through April):

- Monday, February 18 @ 7pm: Public engagement sub-group meeting (RAC)
- Monday, February 25 @ 6pm: Strategies & solutions sub-group meeting (Ypsi district library)
- Monday, February 25: Public input promo materials go-live
- Saturday, March 2 or Sunday, March 3 (TBC), 11am-3pm: Working session, public input events @ RAC (date & venue TBC)
- Thursday, March 7 @ 7pm: Monthly committee meeting
- Tuesday, March 12 @ 6pm: Public input event #1 (RAC or EMU, TBC)
- Monday, March 18 @ 6pm: Public input event #2 (RAC or EMU, TBC)
- Thursday, April 4 @ 7pm: Monthly committee meeting
- Saturday, April 13, 11:30am - 1:30pm: Public input event #3 (Messias)

1. Data synthesis update:

One-pagers on each problem statement are coming along & open for comment/feedback.

Action: Interested committee members to review one-pagers (links below) and provide written feedback (via Google Docs commenting feature) on clarity, conciseness & relevance of information presented.

1. [Housing prices are increasing quickly and are pricing people out of their homes while the community still perceives Ypsilanti as fully affordable due to extreme changes over the past 3-5 years.](#)
2. [The current measures for affordability don't fully address the need in Ypsilanti because the information is not being collected nor properly calibrated to our demographics](#)

3. [Our housing stock is old so they are not built to be accessible and typically need costly maintenance or mold remediation to improve quality](#)
4. [We have limited land to grow into for the current population and any influx due to zoning and community pressure to maintain current density](#)
5. [Existing policies and approaches exacerbate our affordability and accessibility challenges](#)

The online survey closed January 31, and all completed paper surveys have been collected. Analysis of survey responses is underway. Remaining paper-based survey responses will be added to the electronic database next week.

Action: Data synthesis group to share top-line results with committee via email and/or Share Drive link by end of next week (February 15).

Amber shared that she is working with YCS to have the survey distributed to its listerv. Given the continuing under-representation of certain groups (black/African-American, male, and renter respondents), committee members agreed to reopen the survey for YCS in an effort to obtain a more representative set of responses.

Action: Amber to update committee members if/when survey link is circulated to YCS listserv (survey will remain open for at least 3-4 days after link circulation).

2. Public engagement update:

Committee members settled on target dates for public input events. They also agreed to change the format of the third public engagement event (from presentation + World Café to presentation + open forum) to facilitate exchange and group dialogue. The dates retained for the public input events are as follows (venues subject to change pending availability):

Session #1 (presentation + World Café): Tuesday, March 12, 6-8:30pm @ RAC or EMU
Session #2 (presentation + World Café): Thursday, March 21, 6-8:30pm @ RAC or EMU
Session #3 (presentation + open forum): Saturday, April 13, 11:30-1:30pm @ Messias

Action: Heidi to follow up with RAC, Toi to follow up with EMU & Messias re: room availability for public engagement events. Venues will be finalized by February 18th.

Nathanael raised the need for advance promotion of public input events and proposed that all promotional materials be finalized and posted by February 25th.

Action: Heidi to draft a promotional flyer and circulate to the full committee for comment & feedback by next week.

Action: Amber and/or Nathanael to create FB group for the committee to help circulate event info.

Action: Public engagement sub-group to develop and finalize a promotional plan & materials for public input events. The sub-group will meet **Monday, February 18th @ 7pm** at the RAC (all are welcome to attend).

Committee members discussed preparatory work for the public input events, which will involve:

- *Developing an overview presentation structured around the five problem statements and their impact on Ypsi residents*
- *Identifying person(s) to deliver presentation (March 12, March 21, April 13)*
- *Grouping identified affordability & accessibility solutions by problem statement/World Café station*
- *Designing & developing communications materials, including visual aids and handouts, for each World Café station (problem statement + potential solutions)*
- *Identifying person(s) to staff World Café stations (March 12, March 21)*

Action: The full committee will hold a half-day working session at the RAC March 2nd or 3rd (11am - 3pm) to prepare for the public input events. Heidi to confirm date & room by February 18th.

Strategies & solutions sub-group update:

Matt provided an update on behalf of the strategies & solutions sub-group. The group has developed working definitions and has conducted a preliminary review to rule out some strategies that don't seem like a good match for Ypsi. Medium/high-priority strategies have been organized into categories (policies, interventions, etc). The spreadsheet containing a list of potential solutions is available on the Share Drive [here](#).

Action: Interested committee members should make edits and additions [to the spreadsheet](#) between now and February 25th.

Action: Strategies & solutions sub-group to meet Feb 25th from 6 to 8pm at the Ypsi District Library.

Housing Affordability & Accessibility Committee
Meeting Minutes
March 7, 2019

1. Review of presentation outline

Revisions added to presentation outline shared by Dez, available [here](#).

2. Review of potential solutions

Revised solutions list available [here](#).

3. Next work session will be held on Sunday, March 10 from 1-4pm in the RAC Gallery.

4. Upcoming tasks:

- Revise one-pagers (reduce length, make sure content is clear and approachable)
- Finalize wording of strategies & solutions
- Assign people to presentation slides AND world café stations
- Select dates for public input events (World Cafe 1 the week of April 8, World Cafe 2 the week of April 15, Open forum the week of April 29)
- Finalize promotional materials
- Map survey questions to potential strategies/solutions
- Develop statement of analysis for each strategy/solution (as applicable)
- Incorporate analysis of survey results into public input materials
- Identify a real-world example for each strategy/solution
- Design display boards
- Purchase display boards, colored stickers (for voting) & other materials
- Assemble display boards
- Assemble comment boxes for each theme (with pre-printed comment sheets that list potential strategies & solutions)