

1. Agenda August 2019

Documents:

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

2. Draft Minutes July 2019

Documents:

[02- MINUTES 7-17-19.PDF](#)

3. 422 N Hamilton - Site Plan & Special Use

Documents:

[03- 422 N HAMILTON.PDF](#)

4. 315 Washtenaw - Site Plan & Special Use

Documents:

[04- 315 WASHTENAW.PDF](#)

5. Site Plan Review - 307 N River/Cultivate

Documents:

[05- CULTIVATE 307 N RIVER.PDF](#)

Agenda
Planning Commission
Wednesday, 21 August 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
Jessica Donnelly	P	A
Phil Hollifield	P	A
Heidi Jugenitz	P	A
Jelani McGadney	P	A
Michael Simmons	P	A

III. Approval of Minutes

- July 17, 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

- 422 N Hamilton
Special Use/Site Plan
- 315 Washtenaw
Special Use/Site Plan

VI. Old Business

VII. New Business

- 307 N River / Cultivate
Site Plan Review
- Master Plan/Sustainability Plan update

VIII. Future Business Discussion / Updates

IX. Committee Reports

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

X. Adjournment

Minutes
Planning Commission
Wednesday, 17 July 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
Jared Talaga, Vice-Chair
Jessica Donnelly
Phil Hollifield
Heidi Jugenitz
Jelani McGadney
Michael Simmons

P
P
P
P
P
A
P

III. Approval of Minutes

- April 17, 2019

Offered By: Commissioner Hollifield; Seconded By: Commissioner Jugenitz

Approved: Yes – 6; No – 0; Absent – 1 (McGadney)

- May 22, 2019

Offered By: Commissioner Hollifield; Seconded By: Commissioner Jugenitz

Approved: Yes – 6; No – 0; Absent – 1 (McGadney)

- (no quorum/no minutes – June)

IV. Audience Participation

n/a

V. Presentations and Public Hearing Items

- None

VI. Old Business

VII. New Business

- Bylaws: annual review
No discussion about rules and bylaws. Staff wanted a regular checkpoint where everyone was required to look at the bylaws.
- Nomination of officers
Commissioner Jugenitz nominated Commissioner Dunwoodie for Chair.
Commissioner Dunwoodie nominated Commissioner Jugentiz for Vice-Chair.
Commissioner Jugenitz did not accept the nomination and nominated Commissioner Talaga for Vice Chair.

- Election of officers

All in favor for Commissioner Dunwoodie for Chair of the commission.

Approved: Yes – 6; No – 0; Absent – 1 (McGadney)

All in favor for Commissioner Talaga for Vice-Chair of the commission.

Approved: Yes – 6; No – 0; Absent – 1 (McGadney)

- Master Plan/Sustainability Plan update

Staff updated the commission about the recent master plan visioning session.

About 40 people participated. More sessions to come in all the wards, included more targeted meetings. Parks survey is live, it is recommended that the commission share the link to the survey.

Staff shared highlights and priorities that were mentioned at the master plan session.

VIII. Future Business Discussion / Updates

We will have three applications next month, Cultivate, 422 N. Hamilton, 315 Washtenaw.

IX. Committee Reports

- Non-motorized Committee Report

Bob from the Non-Motorized Committee reported that the two applicants, Lee Stimpson and Jared Walfish have been attending meetings and would be a good fit for the committee. The committee is still working to get a top ten priority curb-cuts list. The committee is trying to remind citizens to cut back their vegetation along the sidewalks.

Council Member Steve Wilcoxen will be the unofficial liaison to the committee. The committee plans to have an information table at the Parkridge festival. Washtenaw Biking and Walking coalition donated helmets to hand out at the event. They also did not get the grant they applied for, for a bike repair station at Parkridge.

Appointment of Lee Stimpson to the Non-Motorized Committee

Offered By: Commissioner Jugenitz; Seconded By: Commissioner Hollifield

Approved: Yes – 6; No – 0; Absent – 1 (McGadney)

Appointment of Jared Walfish to the Non-Motorized Committee

Offered By: Commissioner Jugenitz; Seconded By: Commissioner Hollifield

Approved: Yes – 6; No – 0; Absent – 1 (McGadney)

- Master Plan: Housing Affordability and Access Committee report

Commissioner Jugenitz updated that the committee has been at a slow grind.

They are aiming to get a second survey online. The focus would be to get feedback and favorability on a set of solutions.

X. Adjournment

Offered By: Commissioner Hollifield; Seconded By: Commissioner Simmons

Approved: Yes – 6; No – 0; Absent – 1 (McGadney)



August 2019

Staff Review of Site Plan & Special Use Application
422 N Hamilton Renovation
422 N Hamilton

GENERAL INFORMATION

Applicant: Karl Staffeld
Ann Arbor, MI

Project: 422 N Hamilton Renovation
Conversion to four units + accessory dwelling unit

Application Date: June 19, 2019

Location: On the east side of Hamilton north of Cross

Zoning: CN-Mid

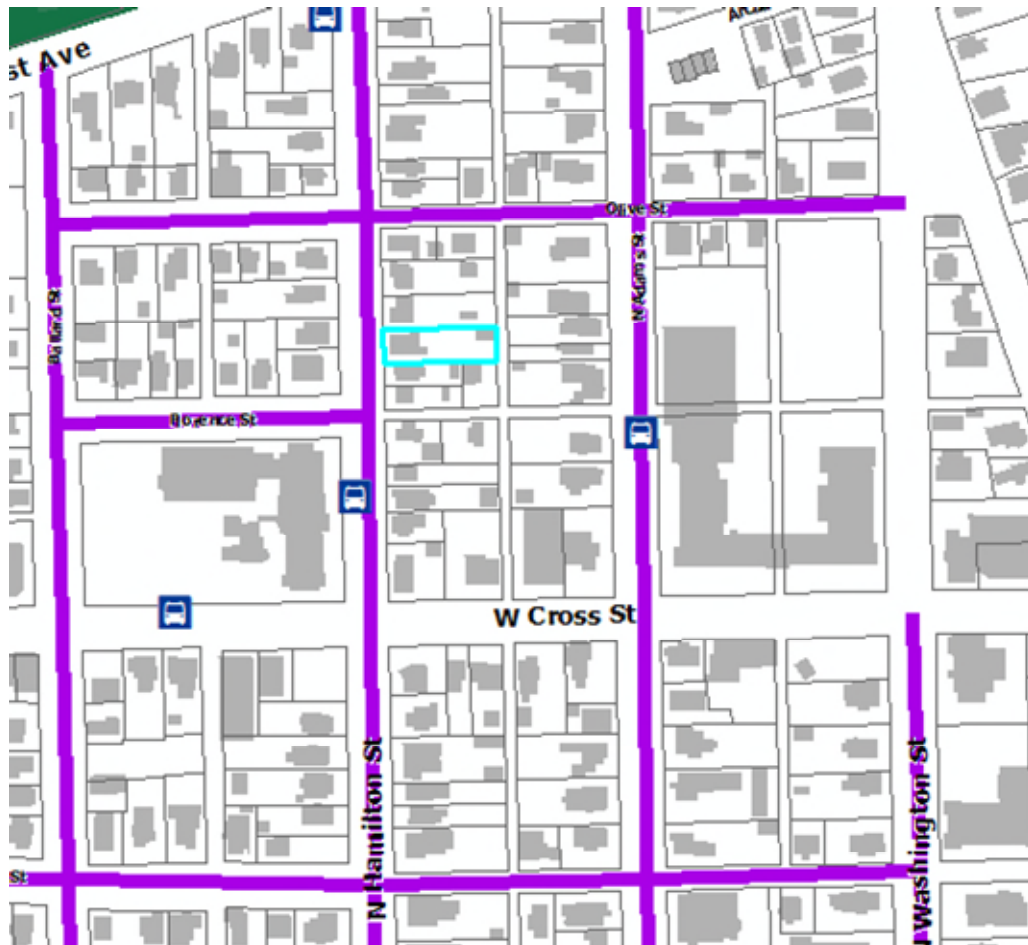
Action Requested: Approval

Staff Recommendation: Approval with Conditions.

PROJECT AND SITE DESCRIPTION

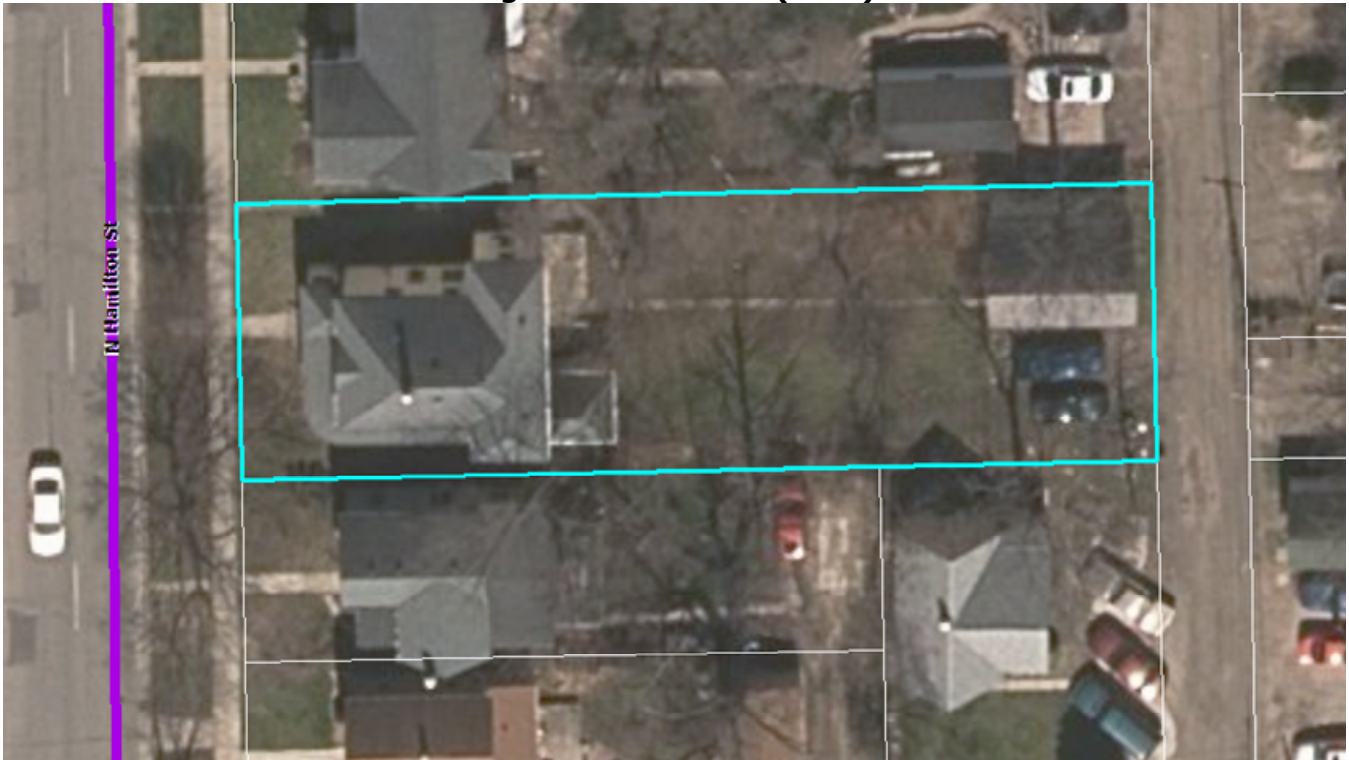
315 Washtenaw is an approximately 2000 sf building, constructed in approximately 1892, on a 8200 square foot lot. It had been converted to 4 units in the past (certificate of occupancy revoked/use abandoned in 2012), and the applicant is proposing converting it to 4 units with an accessory dwelling unit, with 8 scattered parking spaces in the rear yard. The property is zoned Core Neighborhood-Mid; any proposed use with more than 2 units requires a special use permit. An accessory dwelling unit can be constructed by-right.

Figure 1: Subject Site Location



Note close proximity of residential permit parking area and extensive transit.

Figure 2: Site Aerial (2010)



Note that the backyard is largely vegetated currently, and there is room for 2-3 vehicles with the current configuration.

Figure 4: Site photos









Figure 5: Land Use and Zoning of Surrounding Area

	LAND USE	ZONING
NORTH	Single-family (immediate) Multi & single-family homes	CN-Mid
EAST	Duplex, single-family (immediate) multi & single-family homes	CN-Mid
SOUTH	Single-family (immediate) multi & single-family homes	CN-Mid
WEST	Duplex, single-family (immediate) multi & single-family homes	CN-Mid

SPECIAL USE: CRITERIA AND REVIEW

§122-324(b)

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

COMMENTS: The proposed use – 4 renovated units and a new accessory dwelling– does comply with the spirit and intent of the chapter, by providing dense, affordable dwelling units centrally located constructed to modern code while preserving the historic structure and fabric of the community. However, the proposed site improvements pose a challenge to stormwater and to the traffic system.

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

COMMENTS: The proposed site improvements pose a challenge to stormwater and to the traffic system. Eight parking spaces take up a significant amount of space on the site, effectively eliminating the rear yard, and provide no infiltration. There are no bike parking spaces available (interior or exterior), and no access is shown to/from the historic carriage house proposed for use as an ADU (marked as “garage”) on the site plan.

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

COMMENTS: The historic building already exists, and multifamily is not an inappropriate re-use. However, the parking area has several deficiencies; the site likewise lacks outdoor space for residents. The use is somewhat more dense than the surrounding properties.

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

COMMENTS: The parking proposed is in excess of what the site can handle and what the transportation system at this location requires.

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

COMMENTS: As proposed, the site would have negative stormwater impacts and the parking system (chaotically arranged) would potentially cause a great deal of strife to residents; it also does not provide any location for snow storage.

CONDITIONS OF APPROVAL**§122-326**

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

- (1) Be designed to protect natural resources, the health, safety, and welfare, as well as the social and economic well-being.*
- (2) Be related to the valid exercise of police power and purposes which are affected by the proposed use or activity.*
- (3) Be necessary to meet the intent and purposes of this chapter, be related to standards established in this chapter, and be necessary to ensure compliance with those standards."*

Items to be addressed: Staff recommends that the majority of the outdoors rear yard be vegetated, and no more than three cars be accommodated on site.

SITE PLAN: CRITERIA AND REVIEW**§122-311****STANDING****§122-311(a)**

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

REQUIREMENTS**§122-311(b)**

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

Figure 6: Requirements

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
CN-Mid & §122-468	BUILDING TYPE	Determined by lot size	House
LOT REQUIREMENTS			
	No changes proposed to the lot.		
BUILDING ENVELOPE AND HEIGHT			
	No changes proposed to building mass, location, or height.		
PARKING PROVISIONS	Location: side, street side, or rear yards		Applicant proposes all parking in the rear yard.

Items to be Addressed: None.

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

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

The location of the building is to remain unchanged. An entrance is located off Hamilton for all of the units; the entry on the back appears only to the basement, where the laundry is.

Items to be Addressed: The on-site parking is not connected to the ADU by a walkway.

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

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

Figure 7: Site access, traffic and parking

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
§122-607 Building entrances	No principal building can be placed on a lot unless the building is situated in such a manner that the front entry into the building faces the street to which the property is addressed.		Met
§122-685 PARKING Dimensions	• 9'x18' minimum, exceptions if adjacent to wall or overhang provided • May have 20% small car (8'x16', signed) • May have 10% motorcycle (5x8', signed)		Dimensions not shown.
§122-685 BARRIER FREE	Barrier free parking spaces must be provided in accordance with the state barrier free design requirements.		No barrier-free parking provided. To be provided if State code requires.
§122-683 Access	5' walkway from parking lot to parks, commercial, transit, walkways, institutions; raised/marked crosswalks within parking lot		No walkway provided to ADU.

Ingress & Egress	• Aligned across ROW, or offset by 25' • >50' from intersection • 20'-30' driveway		Unchanged, off rear alley
Internal Maneuvering	Each driveway providing access to an off-street parking lot containing five or more parking spaces shall be a minimum of ten feet in width. Minimum of 10' in width.		Not provided
Surfacing	durable bonded material in accordance with accepted engineering standards, or alternative surfacing materials to minimize impervious surface and stormwater runoff		Asphalt (no cross-section shown).
Drainage	Graded and drained to public storm sewers or alternate. No surface water shall be permitted to drain onto adjoining properties. No surface water drainage from an off-street parking lot shall be permitted to drain across a public sidewalk.		None shown/provided.
Setback from Adjacent Lot	Parking areas are required to be 10' from any adjacent lot		Insufficient.
Striping	For parking lots containing five or more spaces, all spaces shall be outlined with three-inch wide strips of white or yellow paint, except that barrier-free spaces shall be blue, with a symbol of compliance in blue, and signed in accordance with the State Barrier-Free Code.		None shown.
Wheel Stops	For parking lots containing five or more spaces or accessory to commercial uses, wheel stops or curbing shall be provided for all parking spaces to prevent any vehicle from projecting beyond the parking lot area, bumping any wall or fence, or encroaching upon any landscaping.		None shown.

	Lighting	With the exception of multiple-family dwellings on individual lots containing no more than four units, parking and loading facilities utilized during night-time hours shall be artificially illuminated. All such outdoor lighting shall meet the requirements of §122-609.		Applicant to provide lighting plan.
§122-684	Screening & Landscaping (internal)	1 tree per 8 spaces		Two trees shown as existing may be counted for credit.
		1 landscape island for each 16 spaces		n/a
		Islands w trees: 9' wide min and 160' sf Islands w 5' min walkway: 11' wide min Islands: curbed or used for stormwater		n/a
		All aisle-ends & corners protected w curbed island		No curbing shown.
		3' between curb and planting (5' if vehicle overhang)		n/a
	Screening & Landscaping (perimeter)	Screened in accordance with 703 if abutting R1, MD, CN, CN-Mid, CN-SF		No screening shown.
		3'-4' screen 80% opacity where visible from ROW		
		Landscaped areas, walls, structures, walks- must be protected by curbing		
§122-691	Motor spaces	1.5 per unit (0 for ADU) = 6, divided by half = 3	n/a	4
§122-693	Bicycle spaces	1 per 5 motor spaces, minimum of 2		No bicycle spaces shown. Minimum of two must be provided. Staff recommends 6-10 covered spaces.
§122-692	Parking discounts	Transit	<200 feet from transit stop	-1
		Alternative Vehicles	None shown	
		Bicycle	None shown	
		PC discretion, special circumstances not listed above		Due to walkable urban zone discount and transit discount, required number of spaces is only 2.

§122-672	SIDEWALKS	provide a sidewalk or shared-use path		Met on Hamilton frontage. Applicant to maintain in good repair.
§122-675	TRAFFIC VISIBILITY	Maintain shrubs/other obstructions lower than 30" and trees/other obstructions higher than 8': At driveway: within a 10'x10' triangle formed by the street ROW line and the edge of the driveway At intersection: within a 25' x 25' triangle formed by an extension of the property lines, as measured from the pavement edges.		n/a, no landscaping proposed.

Items to be Addressed:

1. Staff recommends the majority of the on-site parking be eliminated due to inability to construct to code considering drainage and maneuvering needs. Two spaces required.
2. Staff recommends 6-10 covered bike parking spaces be constructed.

ENGINEERING & STORMWATER

§122-311(f), §122-311(g)

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

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

See engineer's letter.

Items to be Addressed:

1. Stormwater drainage is unaddressed. Must comply with the Washtenaw County Water Resources Commissioner's Standards.
2. Provide a survey.

SCREENING**§122-311(h)**

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

Figure 8: Screening

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
§122-609 Lighting	• Dark Sky compliant; may be full cutoff where affecting residential uses • not >0.5 fc @ lot line • not >16'in height • not < 0.3 fc		None shown. Applicant to provide lighting plan.
§122-608 Refuse Containers	masonry enclosure 1' taller than dumpster (no less than 6'), in rear yard, 80% opaque swing door, on a concrete pad	Not shown	Not shown. Applicant to provide refuse removal plan.
§122-631 Landscape plan			Not provided.
§122-636 Street Trees	1 tree per 30' of lineal frontage, centered between sidewalk and back of curb: 50'/30' = 1 trees		Applicant to provide one street tree.
§122-638 Site Landscaping	10%	None	Not calculated.
§122-632 Landscape Elements	Quality, composition, berms, spacing, species		
	Credit for existing vegetation		
§122-633 (d)(e) Maintenance	Readily available and acceptable water supply; may install underground sprinkler system		
§122-635 Fencing, hedges, walls, berms	<i>Per district</i>		None shown.

Items to be Addressed:

1. Applicant to provide lighting plan.
2. Applicant to provide landscape plan.
3. Applicant to provide information on how refuse will be handled.
4. Applicant to provide one street tree.

OTHER DEPARTMENT AND AGENCY APPROVALS

§122-311(j)

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

HISTORIC DISTRICT

Applicant to obtain HDC approval for all work on the exterior of the building.

DEPARTMENT OF PUBLIC SERVICES

The applicant is responsible for obtaining permits from the Department of Public Services before beginning work on any portion of the City right-of-way, including street tree plantings.

MASTER PLAN CONSIDERATIONS

§122-311(k)

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

Safety Comes First. Ensure lighting recommendations are followed.

Diversity is our strength. This development accommodates economic diversity.

Ypsilanti is sustainable. Addition of residential units, bicycle parking, and additional landscaping in lieu of the majority of off-street parking will benefit the sustainability of the City.

Anyone, no matter what age or income, can find a place to call home in Ypsilanti. This provides additional housing within the City.

Easily walk, bike, drive or take transit from anywhere. This site is well-located for transit and very walkable.

STAFF RECOMMENDATIONS: SPECIAL USE

Staff recommends the Planning Commission **approve** the Special Use Permit for *422 N Hamilton Renovation* with the following findings and conditions:

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

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

Applicant shall remove all but two off-street parking spaces and replace with landscaped area and at least 6 covered bike parking spaces.

STAFF RECOMMENDATIONS: SITE PLAN

Staff recommends the Planning Commission **approve** the Site Plan for *422 N Hamilton Renovation* with the following findings, waivers, and conditions:

Findings

- The application substantially complies with §122-310.

Waivers

- None.

Conditions

1. Applicant to provide a landscaping plan for administrative review and approval. This shall include provision of at least one street tree.
2. Applicant to provide a lighting plan for administrative review and approval.
3. Applicant to provide a survey.
4. Applicant to provide bike parking per requirement of special use permit. Bike parking shall be connected to sidewalk or front walk with a paved path.
5. Applicant to provide updated plan for 2 parking spaces. Parking shall be connected to sidewalk or walkway with a paved path.
6. Applicant to connect ADU to front sidewalk and parking area via a paved path.

Bonnie Wessler
City Planner, Community & Economic Development Department

CC File
 Applicant



August 12, 2019

City of Ypsilanti Planning and Development Department
1 S Huron St.
Ypsilanti, MI 48197

Attention: Ms. Bonnie Wessler

Regarding: **422 N Hamilton Street**
Site Plan Review No. 1
OHM Job No. 0094-19-1000

Dear Ms. Wessler:

The applicant is requesting site plan approval for the installation of an asphalt driveway at 422 N. Hamilton Street. We have reviewed the plans with a revision date of July 2, 2019 for compliance with local ordinances and general engineering standards. At this time, the plans are not recommended for site plan approval. The following comments shall be addressed:

SITE PLAN REVIEW COMMENTS:

1. A complete topographical survey and legal description is required for all sites. Additional grades shall be provided on adjacent properties to confirm drainage patterns. Finished grade of all adjacent buildings shall be provided.
2. Two benchmarks shall be provided, and all elevations shown on the plan must be to USGS datum.
3. Applicant shall make clear the existing elevations versus proposed elevations on the plans.
4. Property lines must be indicated by distances and bearings. Applicant shall provide elevations on property corners.
5. It is unclear what improvements are existing and proposed. Applicant shall make existing features and proposed improvements clear on the plans.
6. A cross section for the proposed pavement shall be provided.
7. It is unclear if the applicant is proposing to grade on adjacent parcels. Applicant shall note that a grading easement will be required to perform this activity.
8. The property shall be graded such that storm water runoff shall be intercepted within the boundaries of the site. No storm water runoff from developed property shall flow onto adjacent lands of others.
9. The plans shall show the dimensions of parking spaces to confirm they conform to the Zoning Ordinance.
10. Stormwater management performance shall be brought up to the current Washtenaw County Water Resources Commissioner's (WCWRC) Standards for the site. Variances may be requested when it can be demonstrated that this standard cannot be feasibly accommodated. The applicant shall provide a preliminary stormwater narrative on the plans that include the increase in impervious area from existing site conditions to proposed. The narrative shall include a description of the proposed Best Management Practices (BMPs). All BMPs shall be clearly shown and labeled on the plans. The applicant shall also provide preliminary stormwater calculations in accordance with the WCWRC Standards.



PRELIMINARY DETAILED ENGINEERING REVIEW COMMENTS:

The following comments should be addressed by the applicant during the detailed engineering drawing submittal, but do not affect the recommendation for approval to the City of Ypsilanti Planning Commission. It should be noted that this is not an all-inclusive list and additional comments may be generated as new information is presented.

1. The minimum surface grade for asphalt is 1.0% and pavement grades shall not exceed 6%.

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

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

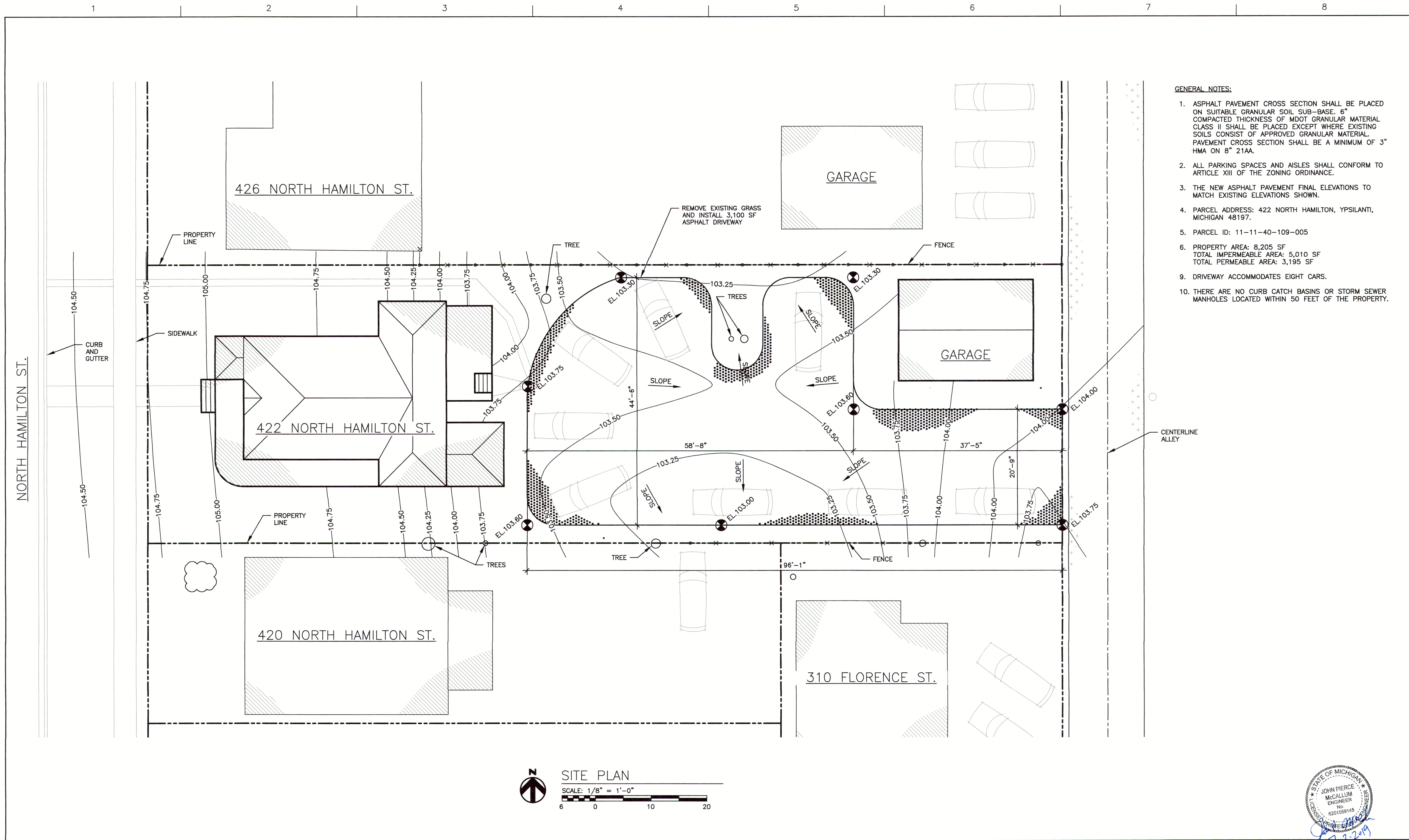
Sincerely,
OHM Advisors

A handwritten signature in black ink, reading "Rachel M. Jackson", positioned above a horizontal line.

Rachel Jackson, P.E.

CC: Ron Akers, City of Ypsilanti
File

P:\0000_0100\SITE_YpsilantiCity\2019\0094191000_422 Hamilton\Site Plan\SP01\422Hamilton_SP#1_2019-8-12_FINAL.docx

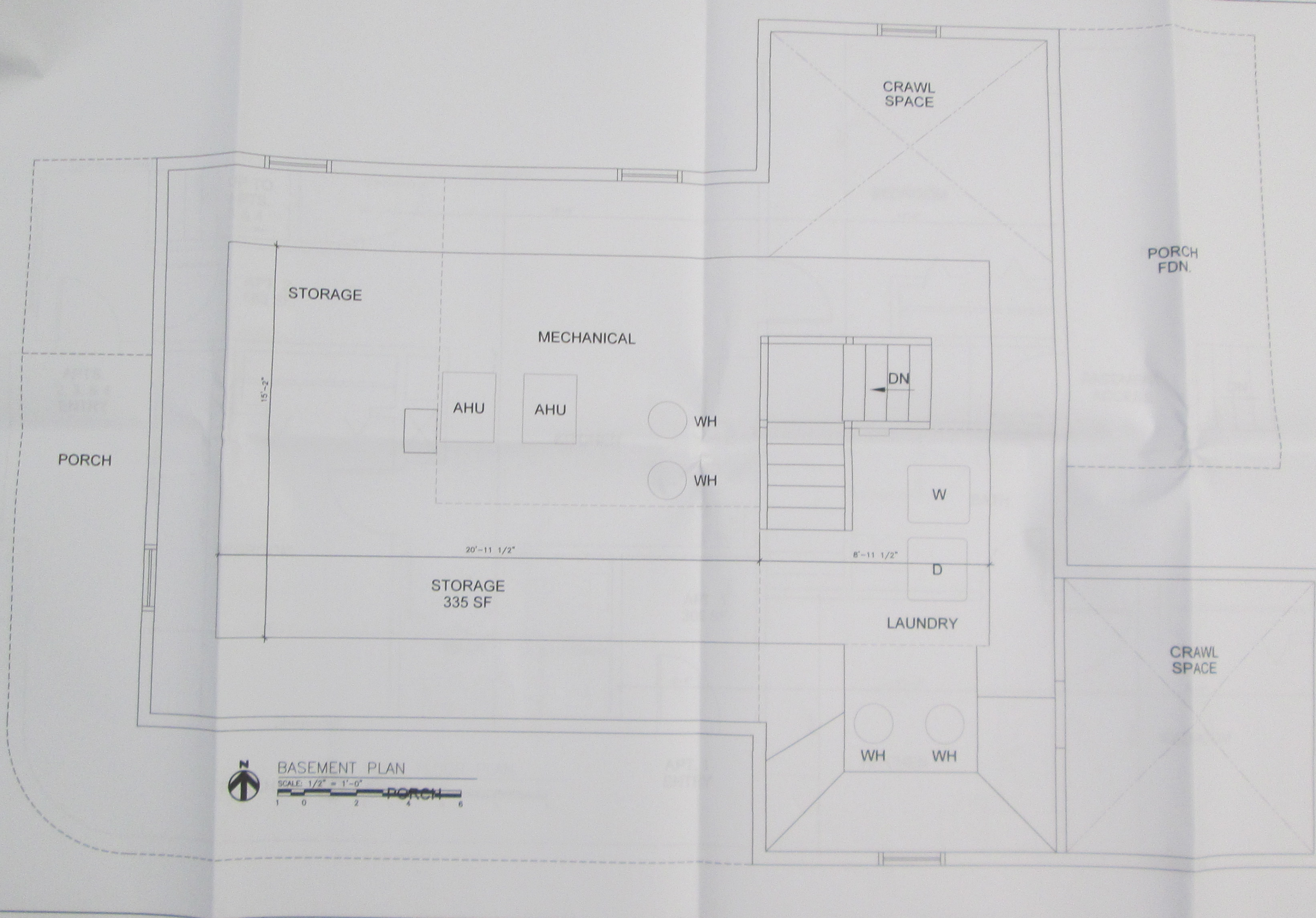


- GENERAL NOTES:**
1. ASPHALT PAVEMENT CROSS SECTION SHALL BE PLACED ON SUITABLE GRANULAR SOIL SUB-BASE. 6" COMPACTED THICKNESS OF MDOT GRANULAR MATERIAL CLASS II SHALL BE PLACED EXCEPT WHERE EXISTING SOILS CONSIST OF APPROVED GRANULAR MATERIAL. PAVEMENT CROSS SECTION SHALL BE A MINIMUM OF 3" HMA ON 8" 21AA.
 2. ALL PARKING SPACES AND AISLES SHALL CONFORM TO ARTICLE XIII OF THE ZONING ORDINANCE.
 3. THE NEW ASPHALT PAVEMENT FINAL ELEVATIONS TO MATCH EXISTING ELEVATIONS SHOWN.
 4. PARCEL ADDRESS: 422 NORTH HAMILTON, YPSILANTI, MICHIGAN 48197.
 5. PARCEL ID: 11-11-40-109-005
 6. PROPERTY AREA: 8,205 SF
TOTAL IMPERMEABLE AREA: 5,010 SF
TOTAL PERMEABLE AREA: 3,195 SF
 9. DRIVEWAY ACCOMMODATES EIGHT CARS.
 10. THERE ARE NO CURB CATCH BASINS OR STORM SEWER MANHOLES LOCATED WITHIN 50 FEET OF THE PROPERTY.

			PROJECT MANAGER		KARL W. STAFFELD	
B	07/02/19	PLAN REVIEW				
A	06/11/19	PLAN REVIEW				
ISSUE	DATE	DESCRIPTION	PROJECT NUMBER		18003	

KASS
industries, LLC
341 Corrie Road
Ann Arbor, MI 48105
(734) 417-0432

422 HAMILTON
YPSILANTI, MICHIGAN 48197
RENOVATION PROJECT



BASEMENT PLAN

SCALE: 1/2" = 1'-0"



ISSUE	DATE	DESCRIPTION
A	06/11/19	PLAN REVIEW

PROJECT MANAGER: KARL W. STAFFELD

PROJECT NUMBER	18003
----------------	-------

KASS
industries, LLC
341 Corrie Road
Ann Arbor, MI 48106
(734) 417-0432

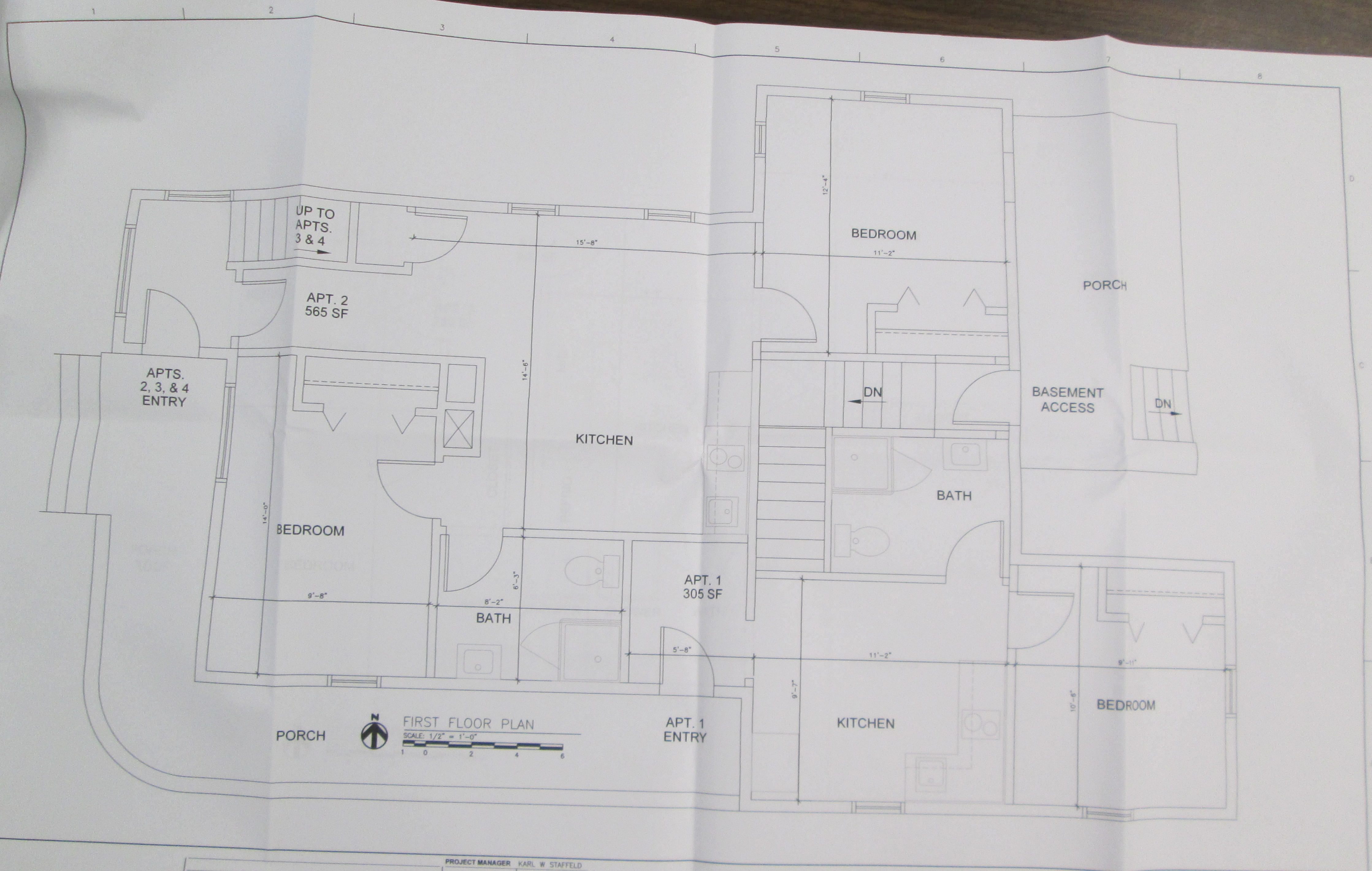
422 HAMILTON
YPSILANTI, MICHIGAN 48197
RENOVATION PROJECT

BASEMENT PLAN



FILENAME: A1-01.DWG
SCALE: 1/2" = 1'-0"

SHEET
A1.0

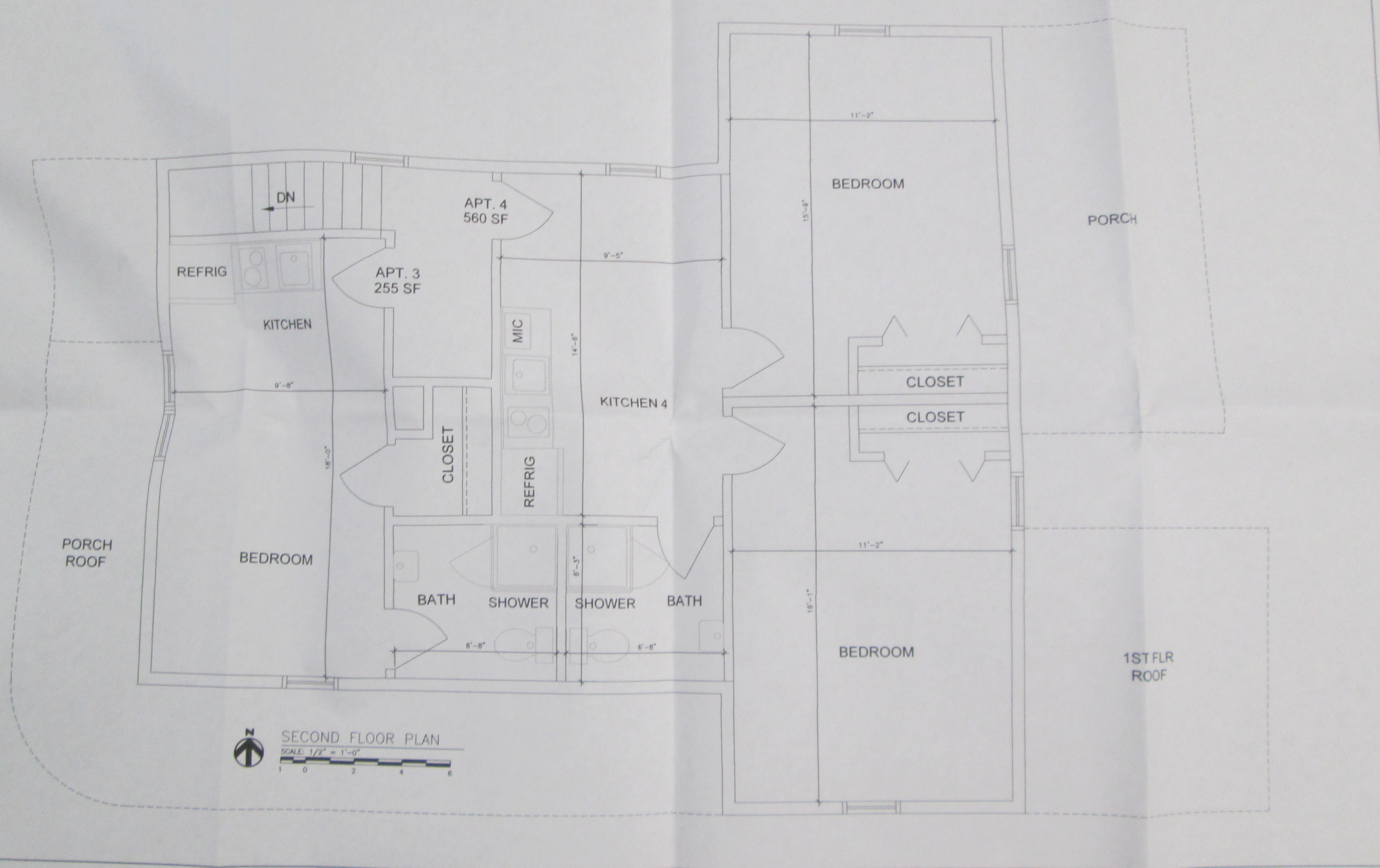


PROJECT MANAGER KARL W STAFFELD		
PROJECT NUMBER 18003		
ISSUE	DATE	DESCRIPTION
A	06/11/19	PLAN REVIEW

KASS
industries, LLC
 341 Corrie Road
 Ann Arbor, MI 48106
 (734) 417-0432

422 HAMILTON
 YPSILANTI, MICHIGAN 48197
 RENOVATION PROJECT

1 2 3 4 5 6 7 8



SECOND FLOOR PLAN
 SCALE: 1/2" = 1'-0"
 1 0 2 4 6

PROJECT MANAGER: KARL W. STAFFELD		
PROJECT NUMBER: 18003		
ISSUE	DATE	DESCRIPTION
A	06/11/19	PLAN REVIEW

KASS
 industries, LLC
 341 Corrie Road
 Ann Arbor, MI 48106
 (734) 417-0432

422 HAMILTON
 YPSILANTI, MICHIGAN 48197
 RENOVATION PROJECT

FILENAME: A1-2.DWG
 SCALE: 1/2" = 1'-0"

SECOND FLOOR PLAN



August 2019

**Staff Review of Site Plan & Special Use Application
315 Washtenaw Renovation
315 Washtenaw**

GENERAL INFORMATION

Applicant: Karl Staffeld
Ann Arbor, MI

Project: 315 Washtenaw Renovation
Existing three-unit conversion to 6 units

Application Date: June 19, 2019

Location: On the south side of Washtenaw east of Hamilton

Zoning: CN

Action Requested: Approval

Staff Recommendation: Approval with Conditions.

PROJECT AND SITE DESCRIPTION

315 Washtenaw is an approximately 1800 sf building, constructed in approximately 1870, on a 3500 square foot lot (less than 1/10 of an acre). It had been converted to 3 units in the past (certificate of occupancy revoked in 2008), and the applicant is proposing converting it to 6 units; 3 efficiencies and 3 one-bedrooms, with four stacked parking spaces in an expanded driveway. The property is zoned Core Neighborhood; any proposed use with more than 4 units requires a special use permit.

Figure 1: Subject Site Location



Note close proximity of residential permit parking area and extensive transit.

Figure 2: Site Aerial (2010)



Note that property to the south is private property, not "alley" as shown on site plan.

Figure 4: Site photos









Figure 5: Land Use and Zoning of Surrounding Area

	LAND USE	ZONING
NORTH	Multi & single-family homes	CN
EAST	4-unit (immediate) multi & single-family homes	CN
SOUTH	4-unit (immediate) multi & single-family homes	CN
WEST	4-unit (immediate) multi & single-family homes	CN

SPECIAL USE: CRITERIA AND REVIEW

§122-324(b)

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

COMMENTS: The proposed use – 6 renovated units – does comply with the spirit and intent of the chapter, by providing dense, affordable dwelling units centrally located constructed to modern code while preserving the historic structure and fabric of the community. However, the proposed site improvements pose a challenge to stormwater and to the traffic system.

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

COMMENTS: The proposed site improvements pose a challenge to stormwater and to the traffic system. Four parking spaces take up a significant amount of space on the site, and provide little to no infiltration. There are no bike parking spaces available (interior or exterior), and the lack of a fence in the rear may encourage “parked-in” cars to exit via the neighbor’s driveway.

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

COMMENTS: The historic building already exists, and is an appropriate re-use. However, the parking area has several deficiencies; the site likewise lacks outdoor space for residents.

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

COMMENTS: The parking proposed is in excess of what the site can handle and what the transportation system at this location requires.

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

COMMENTS: As proposed, the site would have negative stormwater impacts and the parking system (four cars stacked, with only one access point) would potentially cause a great deal of strife to both residents and Washtenaw traffic.

CONDITIONS OF APPROVAL

§122-326

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

- (1) Be designed to protect natural resources, the health, safety, and welfare, as well as the social and economic well-being.*
- (2) Be related to the valid exercise of police power and purposes which are affected by the proposed use or activity.*
- (3) Be necessary to meet the intent and purposes of this chapter, be related to standards established in this chapter, and be necessary to ensure compliance with those standards."*

Items to be addressed: Staff recommends that the majority of the outdoors space be vegetated, and no more than one car be accommodated on site.

SITE PLAN: CRITERIA AND REVIEW

§122-311

STANDING

§122-311(a)

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

REQUIREMENTS

§122-311(b)

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

Figure 6: Requirements

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
CN: BUILDING TYPE §122-469	Determined by lot size	Cottage	Unchanged
LOT REQUIREMENTS			
	No changes proposed to the lot.		
BUILDING ENVELOPE AND HEIGHT			
	No changes proposed to building mass, location, or height.		
PARKING PROVISIONS	Location: side, street side, or rear yards		Applicant proposes one parking space in the front yard, the remainder in the side/rear.

Items to be Addressed: No parking shall be permitted in the front yard.

BUILDING LOCATION AND SITE ARRANGEMENT

§122-311(c)

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

The location of the building is to remain unchanged. An entrance is located off Washtenaw for four of the units; there is an additional entrance off the east side (opposite side from the driveway) for two of the downstairs units.

Items to be Addressed: The on-site parking is not connected to the east entrance by a walkway.

SITE ACCESS, TRAFFIC, AND PARKING

§122-311(d)

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

Figure 7: Site access, traffic and parking

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
§122-607 Building entrances	No principal building can be placed on a lot unless the building is situated in such a manner that the front entry into the building faces the street to which the property is addressed.		Met
§122-685 PARKING Dimensions	• 9'x18' minimum, exceptions if adjacent to wall or overhang provided • May have 20% small car (8'x16', signed) • May have 10% motorcycle (5x8', signed)		Dimensions not shown. Parked cars are shown "stacked." This is not permissible for a 6-unit building per 683.
§122-685 BARRIER FREE	Barrier free parking spaces must be provided in accordance with the state barrier free design requirements.		No barrier-free parking provided. To be provided if State code requires.
§122-683 Access	5' walkway from parking lot to parks, commercial, transit, walkways, institutions; raised/marked crosswalks within parking lot		No walkway provided.

Ingress & Egress	• Aligned across ROW, or offset by 25' • >50' from intersection • 20'-30' driveway		Unchanged
Internal Maneuvering	Each driveway providing access to an off-street parking lot containing five or more parking spaces shall be a minimum of ten feet in width. Minimum of 10' in width.		Not provided
Surfacing	durable bonded material in accordance with accepted engineering standards, or alternative surfacing materials to minimize impervious surface and stormwater runoff		Compacted (impervious) gravel.
Drainage	Graded and drained to public storm sewers or alternate. No surface water shall be permitted to drain onto adjoining properties. No surface water drainage from an off-street parking lot shall be permitted to drain across a public sidewalk.		None shown/provided.
Setback from Adjacent Lot	Parking areas are required to be 10' from any adjacent lot		Insufficient.
Striping	For parking lots containing five or more spaces, all spaces shall be outlined with three-inch wide strips of white or yellow paint, except that barrier-free spaces shall be blue, with a symbol of compliance in blue, and signed in accordance with the State Barrier-Free Code.		None shown.
Wheel Stops	For parking lots containing five or more spaces or accessory to commercial uses, wheel stops or curbing shall be provided for all parking spaces to prevent any vehicle from projecting beyond the parking lot area, bumping any wall or fence, or encroaching upon any landscaping.		None shown.

	Lighting	With the exception of multiple-family dwellings on individual lots containing no more than four units, parking and loading facilities utilized during night-time hours shall be artificially illuminated. All such outdoor lighting shall meet the requirements of §122-609.		Applicant to provide lighting plan.
§122-684	Screening & Landscaping (internal)	1 tree per 8 spaces		n/a
		1 landscape island for each 16 spaces		n/a
		Islands w trees: 9' wide min and 160' sf Islands w 5' min walkway: 11' wide min Islands: curbed or used for stormwater		n/a
		All aisle-ends & corners protected w curbed island		n/a
		3' between curb and planting (5' if vehicle overhang)		n/a
	Screening & Landscaping (perimeter)	Screened in accordance with 703 if abutting R1, MD, CN, CN-Mid, CN-SF		No screening shown.
		3'-4' screen 80% opacity where visible from ROW		
		Landscaped areas, walls, structures, walks- must be protected by curbing		
§122-691	Motor spaces	1.5 per unit, divided by half = 4	n/a	4
§122-693	Bicycle spaces	1 per 5 motor spaces, minimum of 2		No bicycle spaces shown. Minimum of two must be provided. Staff recommends 6-10 covered spaces.
§122-692	Parking discounts	Transit	<400 feet from transit center	-2
		Alternative Vehicles	None shown	
		Bicycle	None shown	
		PC discretion, special circumstances not listed above		Staff recommends an additional 20% discount (taking parking requirement to 0) due to size of lot.

§122-672	SIDEWALKS	provide a sidewalk or shared-use path		
§122-675	TRAFFIC VISIBILITY	Maintain shrubs/other obstructions lower than 30" and trees/other obstructions higher than 8': At driveway: within a 10'x10' triangle formed by the street ROW line and the edge of the driveway At intersection: within a 25' x 25' triangle formed by an extension of the property lines, as measured from the pavement edges.		

Items to be Addressed:

1. Staff recommends the on-site parking be eliminated due to inability to construct to code considering drainage and maneuvering needs (planning commission waiver of 20% requested)
2. Staff recommends 6-10 covered bike parking spaces be constructed.

ENGINEERING & STORMWATER

§122-311(f), §122-311(g)

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

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

See engineer's letter.

Items to be Addressed:

1. Stormwater drainage is unaddressed. Must comply with the Washtenaw County Water Resources Commissioner's Standards.
2. It is recommended that the applicant review the west property line and potential encroachment.

SCREENING**§122-311(h)**

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

Figure 8: Screening

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
§122-609 Lighting	• Dark Sky compliant; may be full cutoff where affecting residential uses • not >0.5 fc @ lot line • not >16'in height • not < 0.3 fc		None shown. Applicant to provide lighting plan.
§122-608 Refuse Containers	masonry enclosure 1' taller than dumpster (no less than 6'), in rear yard, 80% opaque swing door, on a concrete pad	Not shown	Not shown. Applicant to provide refuse removal plan.
§122-631 Landscape plan			Not provided.
§122-636 Street Trees	1 tree per 30' of lineal frontage, centered between sidewalk and back of curb: 50'/30' = 1 trees		Applicant to provide one street tree.
§122-638 Site Landscaping	10%	None	Not calculated.
§122-632 Landscape Elements	Quality, composition, berms, spacing, species		
	Credit for existing vegetation		
§122-633 (d)(e) Maintenance	Readily available and acceptable water supply; may install underground sprinkler system		
§122-635 Fencing, hedges, walls, berms	<i>Per district</i>		None shown.

Items to be Addressed:

1. Applicant to provide lighting plan.
2. Applicant to provide landscape plan.
3. Applicant to provide information on how refuse will be handled.
4. Applicant to provide one street tree.

OTHER DEPARTMENT AND AGENCY APPROVALS

§122-311(j)

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

HISTORIC DISTRICT

Applicant to obtain HDC approval for all work on the exterior of the building.

DEPARTMENT OF PUBLIC SERVICES

The applicant is responsible for obtaining permits from the Department of Public Services before beginning work on any portion of the City right-of-way, including street tree plantings.

MASTER PLAN CONSIDERATIONS

§122-311(k)

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

Safety Comes First. Ensure lighting recommendations are followed.

Diversity is our strength. This development accommodates economic diversity.

Ypsilanti is sustainable. Addition of bicycle parking and additional landscaping in lieu of off-street parking will benefit the sustainability of the City.

Anyone, no matter what age or income, can find a place to call home in Ypsilanti. This provides additional housing within the City.

Easily walk, bike, drive or take transit from anywhere. This site is ideally located for transit and very walkable.

STAFF RECOMMENDATIONS: SPECIAL USE

Staff recommends the Planning Commission **approve** the Special Use Permit for *315 Washtenaw Renovation* with the following findings and conditions:

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

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

Applicant shall remove proposed off-street parking and replace with landscaped area and at least 6 covered bike parking spaces.

STAFF RECOMMENDATIONS: SITE PLAN

Staff recommends the Planning Commission **approve** the Site Plan for *315 Washtenaw Renovation* with the following findings, waivers, and conditions:

Findings

- The application substantially complies with §122-310.

Waivers

- From 20% of the base parking requirement, due to the limitations of the site, per 122-692.

Conditions

1. Applicant to provide a landscaping plan for administrative review and approval. This shall include provision of at least one street tree and removal of graveled area.
2. Applicant to provide a lighting plan for administrative review and approval.
3. Applicant to provide a survey.
4. Applicant to provide bike parking per requirement of special use permit. Bike parking shall be connected to sidewalk or front walk with a paved path.

Bonnie Wessler
City Planner, Community & Economic Development Department

CC File
 Applicant



August 12, 2019

City of Ypsilanti Planning and Development Department
1 S Huron St.
Ypsilanti, MI 48197

Attention: Ms. Bonnie Wessler

Regarding: **315 Washtenaw Avenue**
Site Plan Review No. 1
OHM Job No. 0094-19-1010

Dear Ms. Wessler:

The applicant is requesting site plan approval for the installation of an asphalt driveway at 315 Washtenaw Avenue. We have reviewed the plans with a revision date of July 2, 2019 for compliance with local ordinances and general engineering standards. At this time, the plans are not recommended for site plan approval. The following comments shall be addressed:

SITE PLAN REVIEW COMMENTS:

1. A complete topographical survey and legal description is required for all sites. Additional grades shall be provided on adjacent properties to confirm drainage patterns. Finished grade of all adjacent buildings shall be provided.
2. Applicant shall make clear the existing elevations versus proposed elevations on the plans.
3. Two benchmarks shall be provided, and all elevations shown on the plan must be to USGS datum.
4. Property lines must be indicated by distances and bearings. Applicant shall provide elevations on property corners and along property lines.
5. A cross section for the proposed pavement shall be provided.
6. The plans show the building at 317 Washtenaw Ave. encroaches onto 315 Washtenaw Ave. parcel. It appears the applicant is proposing to maintain this unchanged. If this is the intent, we recommend an easement be recorded.
7. The property shall be graded such that storm water runoff shall be intercepted within the boundaries of the site. No storm water runoff from developed property shall flow onto adjacent lands of others.
8. Stormwater management performance shall be brought up to the current Washtenaw County Water Resources Commissioner's (WCWRC) Standards for the site. Variances may be requested when it can be demonstrated that this standard cannot be feasibly accommodated. The applicant shall provide a preliminary stormwater narrative on the plans that include the increase in impervious area from existing site conditions to proposed. The narrative shall include a description of the proposed Best Management Practices (BMPs). All BMPs shall be clearly shown and labeled on the plans. The applicant shall also provide preliminary stormwater calculations in accordance with the WCWRC Standards.



PRELIMINARY DETAILED ENGINEERING REVIEW COMMENTS:

The following comments should be addressed by the applicant during the detailed engineering drawing submittal, but do not affect the recommendation for approval to the City of Ypsilanti Planning Commission. It should be noted that this is not an all-inclusive list and additional comments may be generated as new information is presented.

1. The minimum surface grade for asphalt is 1.0% and pavement grades shall not exceed 6%.

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

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

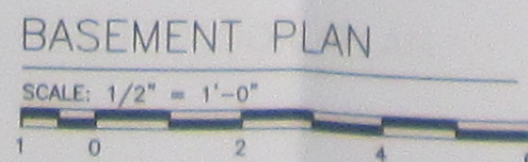
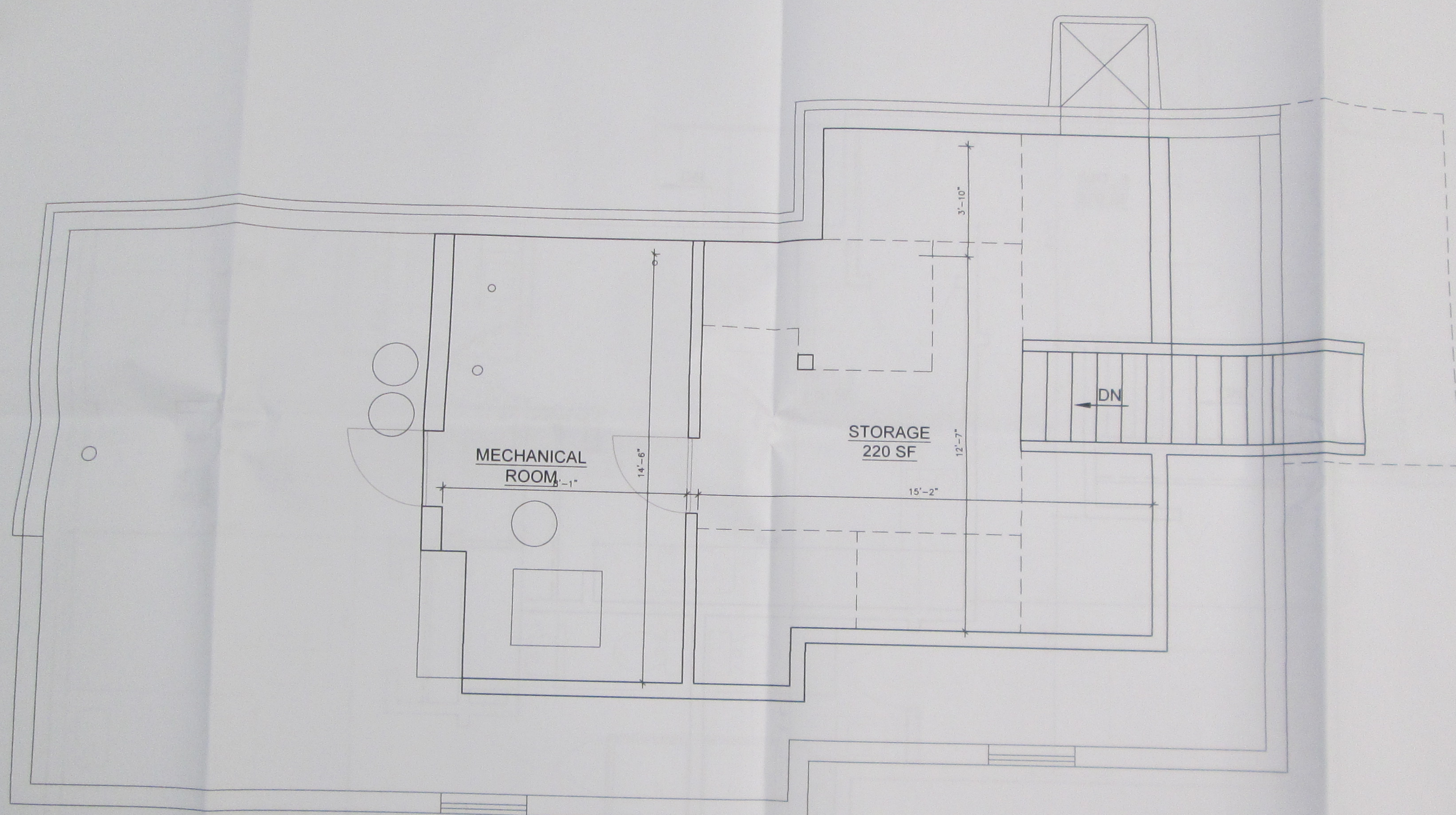
Sincerely,
OHM Advisors

A handwritten signature in black ink, reading "Rachel M. Jackson", positioned above a horizontal line.

Rachel Jackson, P.E.

CC: Ron Akers, City of Ypsilanti
File

P:\0000_0100\SITE_YpsilantiCity\2019\0094191010_315 Washtenaw\Site Plan\SP01\315Washtenaw_SP#1_2019-8-12_FINAL.docx

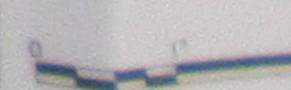


		PROJECT MANAGER	KARL W STAFFELD
A	06/11/18	PLAN REVIEW	
ISSUE	DATE	DESCRIPTION	PROJECT NUMBER
			15002

KASS
industries, LLC
341 Corrie Road
Ann Arbor, MI 48105
(734) 417-0432

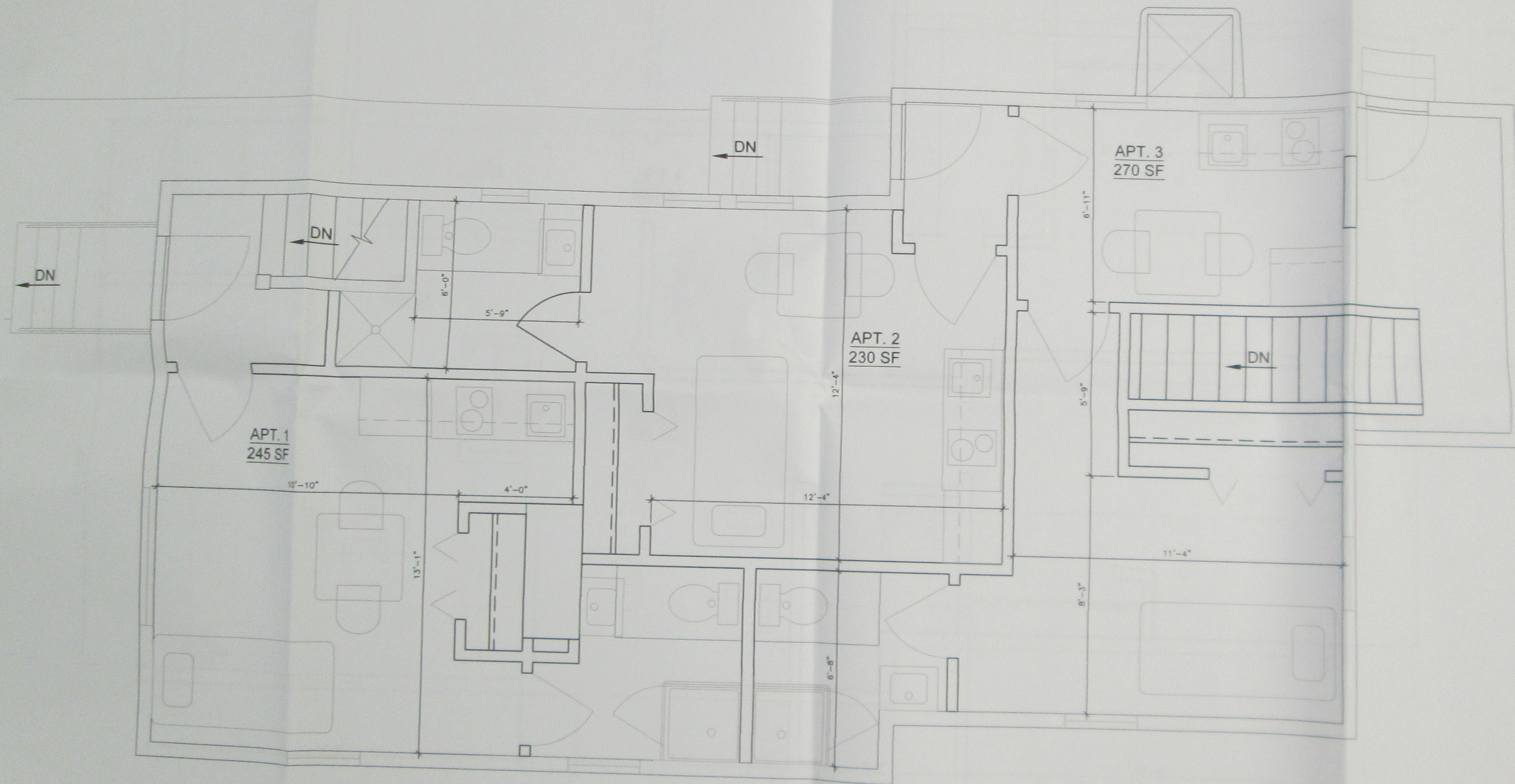
315 WASHTENAW AVENUE
YPSILANTI, MICHIGAN 48197
RENOVATION PROJECT

BASEMENT PLAN



FILENAME	A1.DWG
SCALE	1/2" = 1'-0"

SHEET
A-1



FIRST FLOOR PLAN

SCALE: 1/2" = 1'-0"

PROJECT MANAGER KARL W. STAFFELD		
ISSUE	DATE	DESCRIPTION
A	06/11/18	PLAN REVIEW
PROJECT NUMBER 15002		

KASS
industries, LLC
341 Corrie Road
Ann Arbor, MI 48106
(734) 417-0432

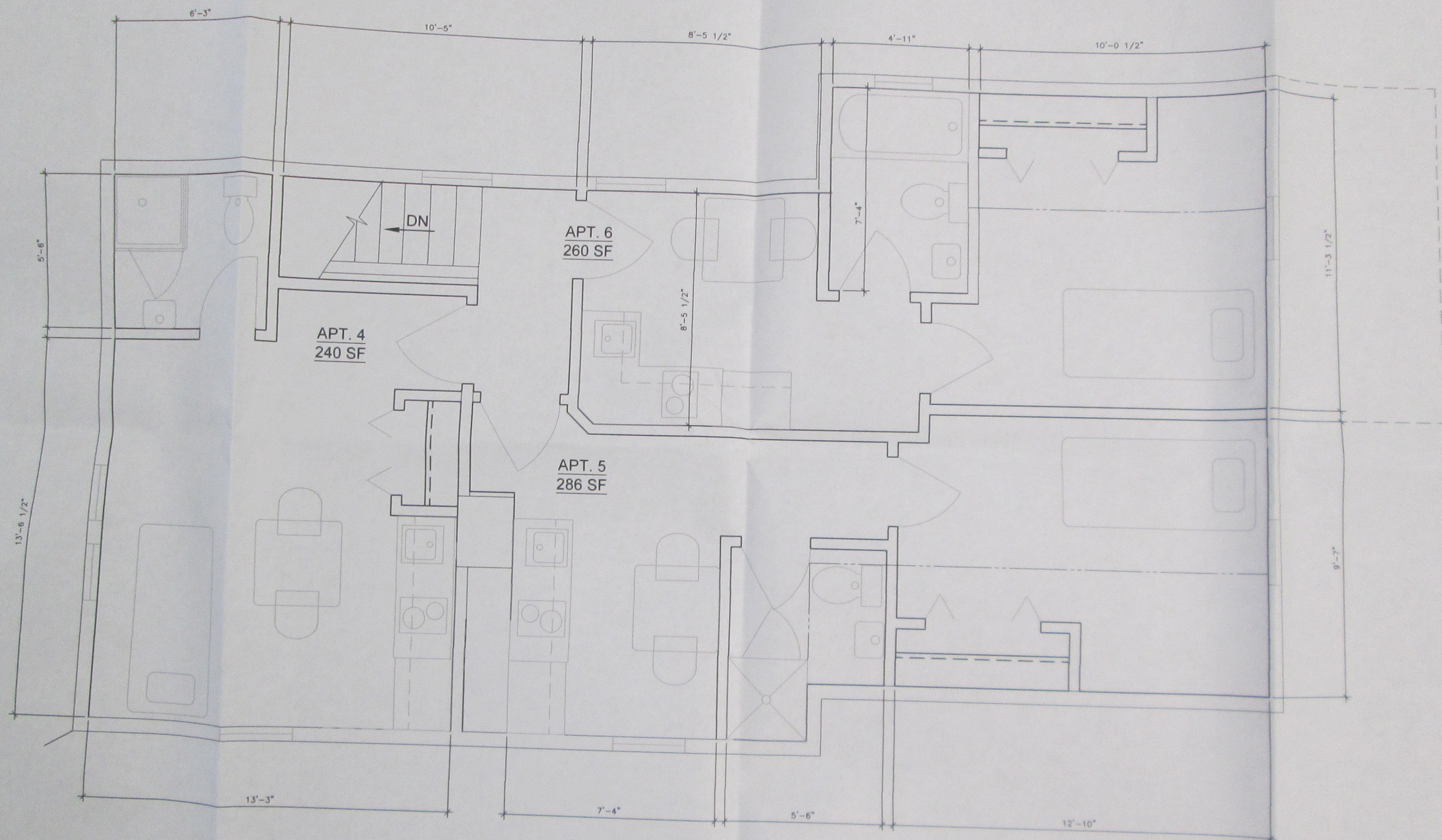
315 WASHTENAW AVENUE
YPSILANTI, MICHIGAN 48197
RENOVATION PROJECT

FIRST FLOOR PLAN



FILENAME: A2.DWG
SCALE: 1/2" = 1'-0"

SHEET
A-2



SECOND FLOOR PLAN

SCALE: 1/2" = 1'-0"

PROJECT MANAGER KARL W STAFFELD		
ISSUE	DATE	DESCRIPTION
A	06/11/18	PLAN REVIEW
PROJECT NUMBER 15002		

KASS
industries, LLC
341 Corrie Road
Ann Arbor, MI 48105
(734) 417-0432

315 WASHTENAW AVENUE
YPSILANTI, MICHIGAN 48197
RENOVATION PROJECT

SECOND FLOOR PLAN



FILENAME: A2.DWG
SCALE: 1/2" = 1'-0"

SHEET
A-3



August 21, 2019

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

GENERAL INFORMATION

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

Project: Cultivate Coffee & Tap House

Application Date: July 11, 2019

Location: Southwest corner of N River and Photo

Zoning: Center

Action Requested: Approval

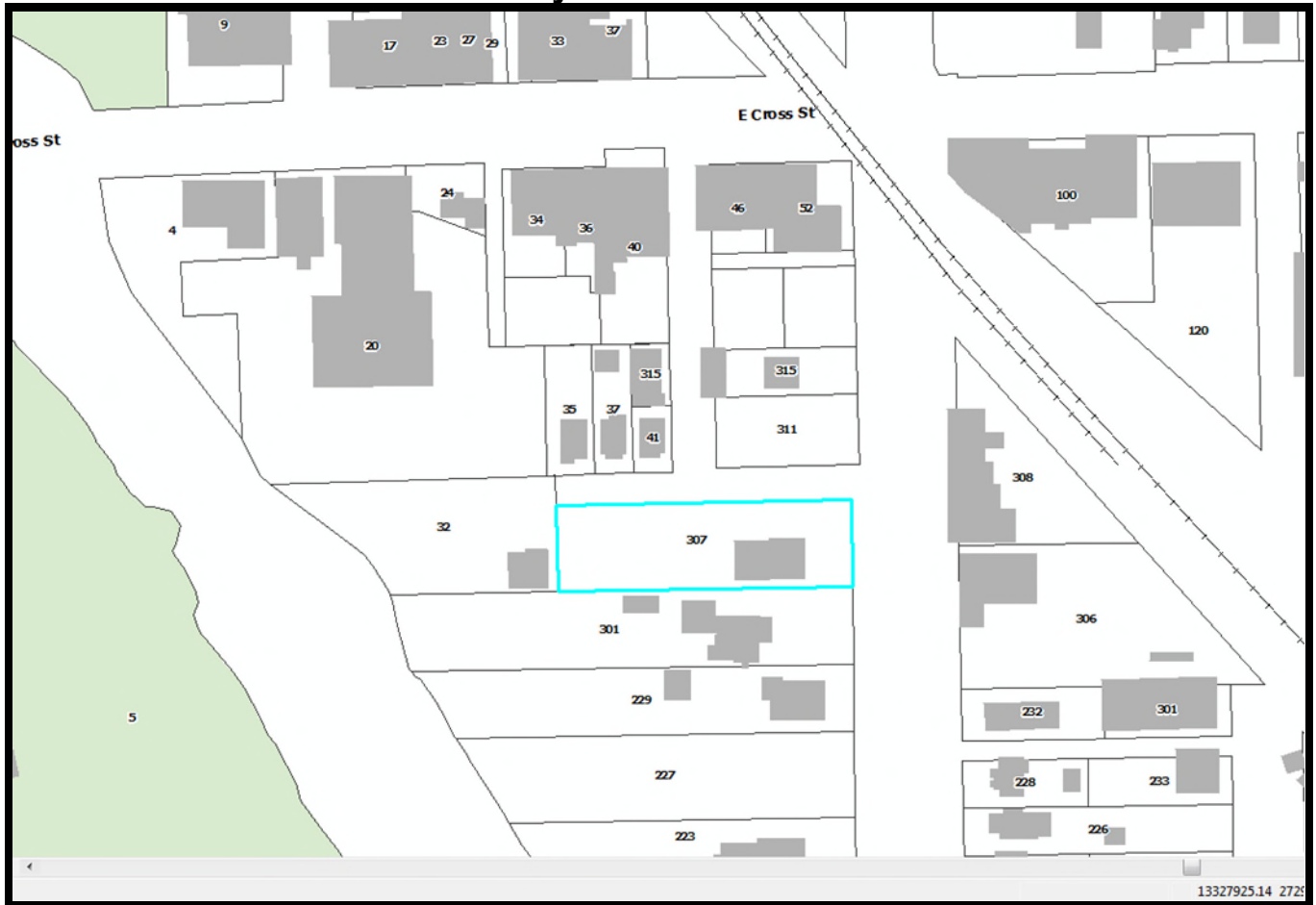
Staff Recommendation: Approval w/ Conditions

PROJECT AND SITE DESCRIPTION

Cultivate Coffee & Tap House ("Cultivate") is located in the former Ted's Auto Electric, and has been in operation since early 2015. In 2016, they expanded their parking area to the west of the existing parking, and created an outdoor service area to the west of the existing building. In efforts to conform to the ordinance, a site plan was reviewed by Planning Commission (PC) and tabled on the July 18, 2018 for changes; that plan was tabled for the August, and September meetings. It went to Zoning Board of Appeals on January 23, 2019; variances were granted from 122-683(i), permitting graveled areas to remain un-striped, and from 122-683(b)(7), permitting the intersection of Ninde and Photo to be treated as the intersection of driveways rather than streets for the purposes of drive alignment; the remainder were tabled for PC review. A revised site plan considering the variances was submitted for PC review on February 20, 2019 and was denied, as the development proposal was found to not meet §122-311(b) and (c). This significantly revised site plan is an attempt to come into conformance with the ordinance.

The subject property, 307 N River, 11-11-09-131-023, is a total of 0.492 acres. The property includes an existing 2,334 square-foot single-story commercial building. The property is zoned **C- Center**, which allows for bars and restaurants, as well as outdoor cafés, as permitted and accessory uses, respectively. Outdoor cafés are subject to specific standards found in 122-540. There are no parking minimums in the Center district, but if parking is provided, it must meet all applicable off-street parking standards.

Subject Site Location



Site Aerial (2015)



Site Aerial (per Google, 2017)



2011 Google Street View of site



2016 Google Street View of site



Photos of property from August 2019:



Facing southwest to north and west elevations.



Facing southwest to north and east elevations.



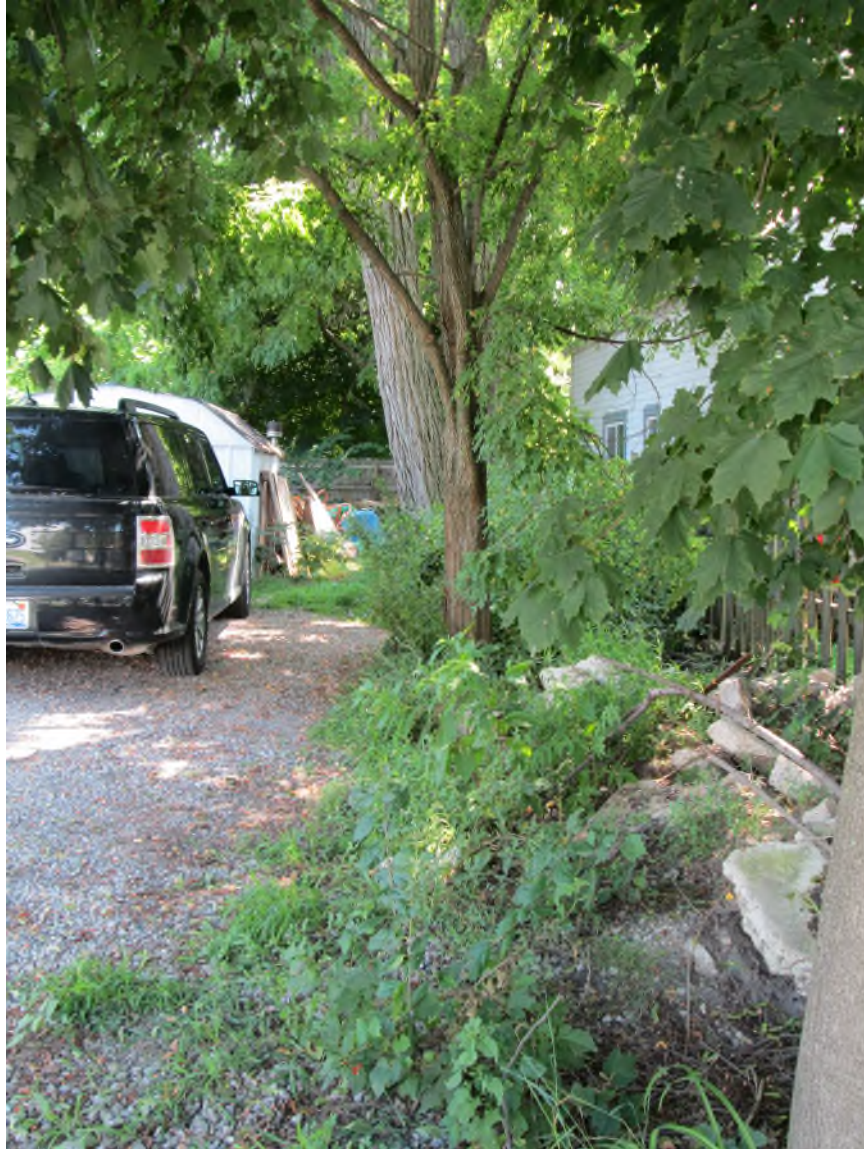
Facing northwest to east and south elevations.



Facing north-northwest along N River St.



Facing southeast from Photo St.



Facing south along west property boundary.



Facing south-southwest to current beer garden enclosure.



Facing west-northwest along south property boundary.

Land Use and Zoning of Surrounding Area

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

SITE PLAN: CRITERIA AND REVIEW

§122-311

STANDING

§122-311(a)

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

REQUIREMENTS

§122-311(b)

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

ORDINANCE REFERENCE	REQUIRED		EXISTING CONDITIONS	PROPOSED
CN: BUILDING TYPE §122-475	Determined by lot size 21,440 sf		Commercial/Mixed Use- Medium	Unchanged
LOT: Unchanged				
BUILDING ENVELOPE AND HEIGHT				
Street setback: River ft	Min 0	Max 15	38'-3'	Unchanged for building; addition of front-yard beer garden
Street setback: Photo ft	Min 0	Max 15	36'	12' due to "three- seasons porch"
Side setback ft	Min 0	Max -	8' +/-	Unchanged
Rear setback ft	Min 25 (adjacent to existing SF)	Max -	170 +/- to building	Unchanged
Frontage buildout %	Min 90	Max 100		Unchanged building- existing nonconforming. Beer garden to be built out 100%.
Height stories	Min 2	Max 5	1	Unchanged, existing nonconforming
ACCESSORY BUILDING ENVELOPE, FOOTPRINT, AND HEIGHT				
Street setback ft	Min 30	Max --	--	≥30'- met.
Side setback ft	Min 10	Max --		23'- met.

ORDINANCE REFERENCE		REQUIRED		EXISTING CONDITIONS	PROPOSED
Rear setback ft		Min 10	Max --		11'- met
Footprint sf		Min --	Max 800	--	144 SF
PARKING PROVISIONS		Location: Permitted in the side and rear yards.		Street side	Rear yard
§122-540	USE-SPECIFIC Outdoor cafes, restaurants, seating areas and beer gardens	(a) All outdoor seating areas at grade level must be accessory to business which provides indoor seating or food concession. All storage, preparation and cooking of food and all vending machines shall be within an enclosed building or food concession. (b) The outdoor seating area shall be separated from all parking areas by means of a minimum three-foot high planting, wall, or other architectural feature delineating the space. (c) The outdoor seating area shall not be located within 50 feet of any properties zoned R1, MD, CN, CN-Mid, or CN-SF. (d) All outdoor areas shall be kept clean and void of litter at all times.			(a) Met. (b) The engineering sheet shows a 6' cedar fence on the west, and much of the south property boundaries. The engineering sheet also depicts a "low iron fence" surrounding the beer garden enclosure along River and Photo Streets; and part of the south property boundary. The height and profile of the metal fence has not been specified. Note that no spikes are permissible on any fencing. (c) Met. (d) Noted on the site plan.

Items to be Addressed:

1. Applicant to address height and profile of "low iron fence." Fencing must be explicitly permitted per planning commission §122-447 (b). If entrance is to be gated, gate to be shown.

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

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

The primary building placement is unchanged, however the shed will be relocated to the far west of the site, as will the dumpster enclosure. The existing principal building will be expanded with a "three seasons" addition on the north elevation. The north, east, and west sides of the principal building will be encircled by an outdoor beer garden enclosure, with the majority of the beer garden being located to the east and north.

Two entrances to the building are provided. The primary entrance, existing, will face north to Photo Street and will be accessed by a pathway that extends to the corner of N River and Photo. No information about accessibility of the entrance is provided. A second entrance will be on the southwest corner of the building, facing the parking lot. It will be accessed by a new ramp that is ADA compliant. The parking lot will be lined by pedestrian pathways on the north, south and east sides, creating multiple means to enter the building. An additional pedestrian path extends across the north side of the property and east of the parking lot, connecting the parking lot to the municipal sidewalk on N River.

One area missing a pedestrian connection is the parking lot path to the dumpster. Employees carrying refuse to the dumpster would have to walk along Photo Street or cut through a landscaped area, connecting to the path would be an added safety measure.

Items to be Addressed:

1. Pedestrian access to the dumpster enclosure so workers are not required to walk in Photo Street or cut through the landscaped area.
2. Indicate accessibility of primary entrance.

SITE ACCESS, TRAFFIC, AND PARKING

§122-311(d)

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

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

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
§122-607 Building entrances	No principal building can be placed on a lot unless the building is situated in such a manner that the front entry into the building faces the street to which the property is addressed.	Building has entrances to Photo street and parking lot.	Existing nonconforming entrance to Photo Street to remain. Access to the site to be done from the corner of Photo and River.

C: §122-670	CIRCULATION STANDARDS	CN, C, HC, NC, GC, HHS: Sites <3 acres: circulation plan to ID potential cross and joint access to adjacent parcels Sites >3 acres: block plan		Joint access is impractical due to the low volume non-conforming use of adjacent parcels. Driveway aligned across from Ninde for legible traffic flow.
§122-685	PARKING Dimensions	• 9'x18' minimum, exceptions if adjacent to wall or overhang provided • May have 20% small car (8'x16', signed) • May have 10% motorcycle (5x8', signed)	One signed barrier-free space, approximately seven parking spaces.	Paved parking lot includes one barrier-free space, and nineteen other spaces, for a total of twenty parking spaces. Parking spaces are marked as 9'x18'. The barrier-free space marked is only 10.5' wide; minimum is 11' wide.
§122-685	BARRIER FREE	Barrier free parking spaces must be provided in accordance with the state barrier free design requirements.	One signed barrier-free space.	One barrier-free space is provided. Staff recommend adding a second barrier-free space, because there are few in the vicinity. Marking these spaces per barrier-free code will be difficult; applicant to meet State barrier-free code. The City cannot grant a variance from State code.
§122-683	Access	5' walkway from parking lot to parks, commercial, transit, walkways, institutions; raised/marked crosswalks within parking lot		Pedestrian sidewalks line the parking areas. Ideally, a marked crosswalk would be added across the vehicular entrance, connecting the sidewalks at both sides of the parking lot.

Ingress & Egress	• Aligned across ROW, or offset by 25' • >50' from intersection • 20'-30' driveway		Meets. *A variance was granted in January 2019 regarding drive alignment, enabling the applicant to treat Ninde as a driveway. The variance is not necessary in this case.
Internal Maneuvering	Each driveway providing access to an off-street parking lot containing five or more parking spaces shall be a minimum of ten feet in width. Minimum of 10' in width.		Met.
Surfacing	All parking and loading facilities and access drives shall be paved with a durable bonded material in accordance with accepted engineering standards, or alternative surfacing materials to minimize impervious surface and stormwater runoff, employ environmental and other best practices, and achieve low impact design, at the discretion of the City Engineer. Use of pervious alternative surfaces is encouraged in proximity to the Huron River and Paint Creek. Paving materials proposed to improve aesthetics may also be considered by the City Planner and the Planning Commission. Alternative surfaces proposed shall be reviewed by the City's consulting engineer.		Gravel is proposed for the parking lot. Barrier-free spaces must be accessible per State Barrier-Free code..

Drainage	All off-street parking and loading areas shall be graded and drained to public storm sewers. As an alternative, if in the opinion of the City's consulting engineer, the soils are of a type which will allow for efficient drainage, the use of drywells, infiltration trenches, swales, bio-retention or other best management practices for controlling urban runoff quality are permitted. No surface water shall be permitted to drain onto adjoining properties, unless there is a common engineered drainage system shared with the adjoining property or an appropriate watershed easement has been obtained. No surface water drainage from an off-street parking lot shall be permitted to drain across a public sidewalk.		See engineer review. This standard is not met.
Setback from Street	Parking lot setbacks are designated by the zoning district in which they are located. An allowed exception are circular drives, which may be located in a required minimum front yard or street side yard, provided that such drives shall be designed so that no parking space is located closer than 25 feet to any street right-of-way line.		n/a.
Setback from Adjacent Lot	Parking areas are required to be 10' from any adjacent lot		Met.

	Striping	For parking lots containing five or more spaces, all spaces shall be outlined with three-inch wide strips of white or yellow paint, except that barrier-free spaces shall be blue, with a symbol of compliance in blue, and signed in accordance with the State Barrier-Free Code.		Painting gravel is impractical. A variance was granted in January 2019, with the understanding that wheelstops would be provided to indicate the proper parking layout. Note that the city cannot grant a variance from State barrier-free code.
	Wheel Stops	For parking lots containing five or more spaces or accessory to commercial uses, wheel stops or curbing shall be provided for all parking spaces to prevent any vehicle from projecting beyond the parking lot area, bumping any wall or fence, or encroaching upon any landscaping. In all cases where parking lots abut public or private sidewalks, continuous concrete curbing or bumper stops, at least six inches high, shall be placed so that a motor vehicle cannot be driven or parked on, or hang over, any part of any sidewalk.		Met.
	Lighting	With the exception of multiple-family dwellings on individual lots containing no more than four units, parking and loading facilities utilized during night-time hours shall be artificially illuminated. All such outdoor lighting shall meet the requirements of §122-609.		Applicant to submit lighting plan with photometric.
§122-684	Screening & Landscaping (internal)	1 tree per 8 spaces		2.5 Trees required, three new trees proposed. Met.
		1 landscape island for each continuous 16 spaces		N/A

Screening & Landscaping (perimeter)	Islands w trees: 9' wide min and 160' sf Islands w 5' min walkway: 11' wide min Islands: curbed or used for stormwater		Islands are not curbed and do not appear used for stormwater control.
	All aisle-ends & corners protected w curbed island		Not met. See above.
	3' between curb and planting (5' if vehicle overhang)		N/A
	Screened in accordance with 703 if abutting R1, MD, CN, CN-Mid, CN-SF		N/A
	3'-4' screen 80% opacity where visible from ROW		The hedge must be maintained per §122-675 (traffic visibility), and noted on the site plan.
	Landscaped areas, walls, structures, walks- must be protected by curbing		Wheelstops provided in lieu of curbing.
§122-691 Motor spaces			N/A
§122-693 Bicycle spaces	1 per 5 motor spaces, minimum of 2		4 required. Bike racks (~8 hoops) are shown relocated to the right-of way. A permit will be required from the Department of Public Services. Staff strongly suggests that some bike racks be relocated to the parking area or Photo St; the proposed location may interfere with fire hydrant operation &/or tree roots.

§122-672	SIDEWALKS	provide a sidewalk or shared-use path		There is a new sidewalk proposed along Photo from Ninde to River. From Ninde westward, there is a paved path serving the parking lot. Applicant requests a waiver for fee-in-lieu.
§122-675	TRAFFIC VISIBILITY	Maintain shrubs/other obstructions lower than 30" and trees/other obstructions higher than 8': At driveway: within a 10'x10' triangle formed by the street ROW line and the edge of the driveway At intersection: within a 25' x 25' triangle formed by an extension of the property lines, as measured from the pavement edges.		The hedge must be maintained per §122-675, and noted on the site plan.

Items to be Addressed:

1. Staff recommends a second barrier-free space be added.
2. All barrier-free spaces must meet State barrier-free code.
3. Applicant to provide a lighting plan and photometric.
4. Applicant to curb islands or to incorporate them in stormwater control.
5. Applicant to relocate at least half of the proposed bike racks to elsewhere on-site to minimize interference with the River St fire hydrant & existing tree roots.
6. The surface of the beer garden has not been noted. It must be accessible per the Michigan barrier-free regulations.
7. Applicant is requesting a waiver from 122-672 for the portion of sidewalk along Photo from Ninde westward, to provide fee-in-lieu due to lack of connectivity.
8. Applicant to ensure that the hedge will be maintained per §122-675.

ENGINEERING & STORMWATER

§122-311(f), §122-311(g)

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

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

See engineer's letter. Revisions are needed to ensure stormwater standards are met.

SCREENING**§122-311(h)**

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

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
§122-609 Lighting	• Dark Sky compliant; may be full cutoff where affecting residential uses • not >0.5 fc @ lot line • not >16'in height • not < 0.3 fc		No lighting proposed in the site plan. Photometric required
§122-608 Refuse Containers	Not located in the front yard or street side yard (waiver available) Maintained in a neat, orderly, and sanitary condition Adequate vehicle access must be provided masonry enclosure 1' taller than dumpster (no less than 6'), in rear yard, 80% opaque swing door	Dumpster in wooden enclosure	• A dumpster is proposed in the rear yard with a masonry enclosure and stained wood-slat door. • Waiver requested to allow placement in street side yard due to maneuverability challenges. • Dumpster location is immediately adjacent fire hydrant. Applicant to work with Fire Department to ensure protective bollards are installed appropriately.
§122-631 Landscape plan			Provided.

ORDINANCE REFERENCE	REQUIRED	EXISTING CONDITIONS	PROPOSED
§122-634 Screening Between Land Uses <i>if conflicting use</i>	visual buffer of at least 80% opacity and 6' height		Required between Cultivate and properties to south and west. This is met by a 6' cedar fence on the south property line, and evergreen trees on the west property line. Staff recommends staggering these trees to ensure viewshed opacity.
§122-636 Street Trees	1 tree per 30' of lineal frontage, centered between sidewalk and back of curb: $80'/30' = 6$ trees		River: 3 trees required. One tree present, with extensive canopy. Waiver of one tree requested; applicant to plant one additional tree. Photo 9-10 trees required: Three street trees proposed. Waiver of six trees requested.
§122-638 Site Landscaping	10%		12% Met.
§122-640 Exterior Electrical	Screen when visible from any primary visual exposure area	n/a	n/a

Items to be Addressed:

1. No lighting is shown on the plan. Applicant to provide photometric.
2. Waiver requested per 122-608(a) to allow placement of dumpster in street side yard, due to maneuverability challenges.
3. Applicant to work with fire department to ensure fire hydrant is adequately protected and clearance maintained.
4. Screening trees along the west property boundary should be staggered to maximize opacity.
5. On the N River frontage, 3 trees are required. Waiver of one tree requested; applicant to plant one additional tree.
6. On the Photo frontage, 9-10 trees are required: Three street trees proposed. Waiver of six trees requested.

OTHER DEPARTMENT AND AGENCY APPROVALS

§122-311(j)

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

HISTORIC DISTRICT

The project was presented to the Historic District Commission as a Study Item on April 23, 2019. An official application must be submitted and approved.

DEPARTMENT OF PUBLIC SERVICES

The applicant is responsible for obtaining permits from the Department of Public Services before beginning work on any portion of the City right-of-way, including sidewalks, curbs, and driveways on Photo or River. This includes tree placement and bike rack placement.

FIRE DEPARTMENT

The applicant proposes bike racks in close proximity to a fire hydrant on River and a dumpster enclosure in close proximity to a fire hydrant on Photo. **Applicant to work with Fire Department to ensure hydrants are adequately protected and clearance maintained.**

MASTER PLAN CONSIDERATIONS

§122-311(k)

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

Safety Comes First. The changes to the layout in this area will increase walkability to the business and residences on Photo Street, by having a sidewalk to secure pedestrians from the road. The parking lot allows for organized parking with minimal vehicular traffic.

Diversity is our strength. This development does not introduce or accommodate new economic, racial, or other diversity. However, it does sustain the existing economic diversity of the City.

Ypsilanti is sustainable. The business is walkable and bikeable.

Communication is key.

Anyone, no matter what age or income, can find a place to call home in Ypsilanti.

Easily walk, bike, drive or take transit from anywhere. The site increases the walkability of adjacent Photo Street, overall improving the walkability of the neighborhood; it also presents a more active and inviting interface with River Street.

Great place to do business, especially green and creative. As a coffee and tap house, Cultivate may serve many individuals who choose to work remotely.

Everyone in the region knows Ypsilanti has great things to do in great places that are in great shape. As an existing business, Cultivate is a known entity in the Depot Town neighborhood and a popular food/entertainment destination. The site plan improves the appearance of the site, and reduces some conflict with residences to in the immediate area, furthering the positive visitor/customer/resident experience.

STAFF RECOMMENDATIONS: SITE PLAN

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

Findings

1. The application substantially complies with §122-310, pending recommended conditions.

Waivers

1. Waiver requested per 122-608(a) to allow placement of dumpster in street side yard, due to maneuverability challenges.
2. On the N River frontage, 3 trees are required. One tree present, with extensive canopy. Waiver of one tree requested; applicant to plant one additional tree, with a finding that the planting bed area is limited.
3. On the Photo frontage, 9-10 trees are required: Three street trees proposed. Waiver of six trees requested, with a finding that the planting bed area is limited.
4. A waiver for fee-in-lieu of sidewalk construction on Photo from Ninde westward, with a finding that there is little connectivity to be gained.

Conditions

The site may be approved with the condition that the applicant address the following items:

1. Submit details on height and profile of "low iron fence" for administrative review. Fencing must be explicitly permitted per planning commission §122-447 (b).
2. If pedestrian entrance is to be gated, gate to be shown.
3. Pedestrian access to the dumpster enclosure shall be provided so that workers are not required to walk in Photo Street or cut through the landscaped area.
4. Indicate accessibility of primary building's primary entrance.
5. A second barrier-free space shall be added.
6. All barrier-free spaces must meet State barrier-free code.
7. Provide a lighting plan and photometric for administrative review.
8. Curb parking lot islands or to incorporate them in stormwater control.
9. Relocate at least half of the proposed bike racks to elsewhere on-site to minimize interference with the River St fire hydrant & existing tree roots.
10. Provide surfacing for beer garden in accordance with both Michigan Barrier-Free Code/State Building Code and the Washtenaw County Water Resources Commissioner's Standards.
11. Note on plan that the hedge shall be maintained per §122-675.
12. Screening trees along the west property boundary should be staggered to maximize opacity.
13. Work with Fire Department & City Engineers to ensure hydrants are adequately protected and clearance maintained.
14. Applicant to address all comments contained in the Engineer's review letter.

Scott E. Slagor
Preservation Planner, Community & Economic Development Department

Bonnie Wessler
City Planner, Community & Economic Development Department

CC File
Ryan Wallace, Cultivate Coffee & Tap House 307 N River, Ypsilanti, MI 48198.
Bowers and Associates, 2400 S Huron Pkwy, Ann Arbor, MI 48104



August 12, 2019

City of Ypsilanti Planning and Development Department
1 S Huron St.
Ypsilanti, MI 48197

Attention: Ms. Bonnie Wessler

Regarding: **Cultivate Coffee & Tap House**
Site Plan Review No. 3
OHM Job No. 0094-18-1030

Dear Ms. Wessler:

The applicant is requesting site plan approval for a proposal from the Cultivate Coffee & Tap House to make improvements to their existing site on North River Street and Photo Street in order to meet city standards. We have reviewed the plans with a revision date of June 13, 2019 for compliance with local ordinances and general engineering standards. At this time, the plans are not recommended for site plan approval. The following comments shall be addressed:

SITE PLAN REVIEW COMMENTS:

1. Applicant shall provide grades at all property corners and along the property lines.
2. Sheet "SP1.00 Site Plan" shows a different ramp layout at the southwest corner of the building than sheet 2 "Site Plan". Applicant shall confirm which ramp layout is being proposed.
3. Proposed top of walk grade of "7714.60" near the canopy at the northeast corner shall be revised.
4. Per ADA requirements, a van accessible parking space is a minimum of 11 feet wide. The barrier free parking space on the proposed site plan is only 10.5 feet wide. The applicant shall revise accordingly.
5. Applicant shall provide a truck turn plan to ensure proposed dumpster location can accommodate a standard garbage truck.
6. Provide "no parking fire lane" sign on north property line, east of the proposed dumpster location to maintain hydrant access.
7. The applicant shall provide ADA compliant sidewalk ramp details on the plans (i.e. MDOT R-28 series, etc.).
8. The applicant shall clarify where existing utility pole guy wires will be moved to. The current plans show guy wires going into the sidewalk.
9. The current plan proposes swales at the northwest corner of the property to convey water to an existing road catch basin. According to the plans, this catch basin is full of debris and the topographic survey does not show where this water is ultimately flowing in underground pipes. Stormwater management performance shall be brought up to the current Washtenaw County Water Resources Commissioner's (WCWRC) Standards for the site. Variances may be requested when it can be demonstrated that this standard cannot be feasibly accommodated. The applicant shall provide a preliminary stormwater narrative on the plans that includes a comparison of existing impervious surface area at the site and the proposed development. The narrative shall include a description of the proposed Best Management Practices (BMPs). All BMPs shall be clearly shown and labeled on the plans. The applicant shall also provide preliminary stormwater calculations in accordance with the WCWRC Standards.



10. Plan shall show all underground utility services to the existing building to confirm improvements are not built upon existing services.

PRELIMINARY DETAILED ENGINEERING REVIEW COMMENTS:

The following comments should be addressed by the applicant during the detailed engineering drawing submittal, but do not affect the recommendation for approval to the City of Ypsilanti Planning Commission. It should be noted that this is not an all-inclusive list and additional comments may be generated as new information is presented.

1. A more detailed review of the storm sewer system will be conducted in engineering review.
2. The applicant shall provide spot elevations at all four corners of the existing ramp(s), barrier-free parking spaces, and access aisles, as well as at 50-foot intervals along both sides of the existing and proposed sidewalks to ensure ADA compliance. The applicant shall note the cross-slope shall not exceed 2% per ADA standards.
3. The applicant shall include a “no parking fire lane” sign detail on the plans.
4. The applicant shall include a bumper block detail on the plans.
5. The applicant shall include a concrete spillway detail on the plans.

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

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

Sincerely,
OHM Advisors

Rachel Jackson, P.E.

CC: Ron Akers, City of Ypsilanti
File

P:\0000_0100\SITE_YpsilantiCity\2018\0094181030_Cultivate Coffee & Tap House\Site Review\Site #3\Cultivate Coffee_SP#3_2019-08-12_FINAL.docx

CULTIVATE COFFEE & TAP HOUSE

SITE IMPROVEMENTS

307 N. RIVER STREET
YPSILANTI, MI 48198

OWNER/DEVELOPER

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

ARCHITECT

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

CIVIL ENGINEER

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

PROJECT DESCRIPTION

SITE IMPROVEMENTS TO EXISTING PROPERTY
TO BRING UP TO CITY STANDARDS

SHEET INDEX

ARCHITECTURAL

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

CIVIL

C1 BOUNDARY / TOPOGRAPHIC SURVEY
C2 PAVING / GRADING PLAN

ABBREVIATIONS:

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

ABBREVIATIONS CONT.:

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



LOCATION MAP

NO SCALE

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

CONSULTANT + NAME

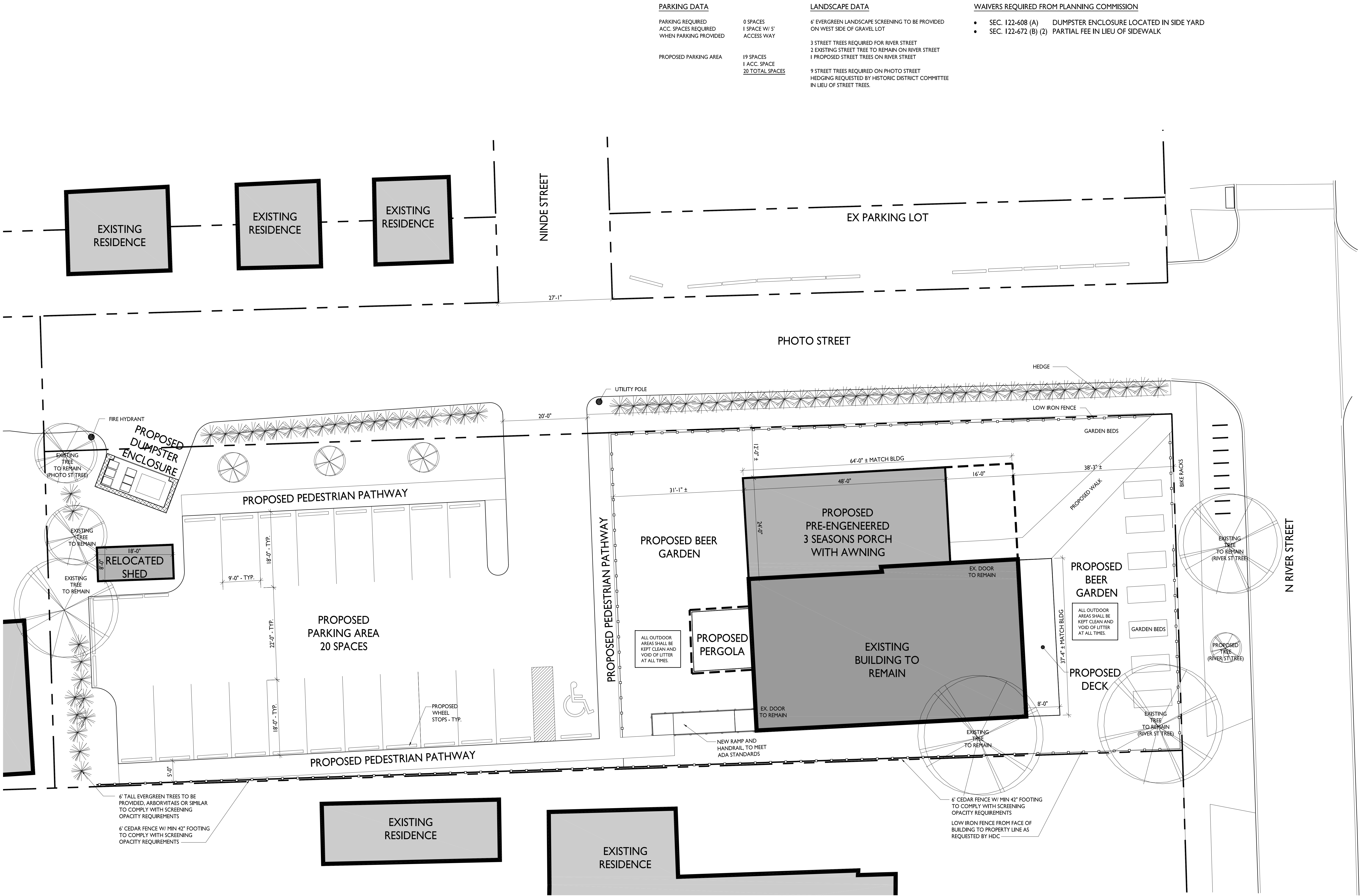
PROJECT + INFORMATION
**CULTIVATE
COFFEE & TAP HOUSE**
307 N RIVER ST
YPSILANTI, MI 48198

PROJECT + NUMBER
17-306

ISSUE + DATE
03 NOV 2017
26 JAN 2018 OWN REV
12 MAR 2018 SITE
25 JUNE 2018 OWN. REV.
23 AUG 2018
17 SEPT 2018 OWN REV
19 OCT 2018 ZBA
13 JUNE 2019 SITE PLAN

SHEET + TITLE
TITLE
SHEET
17306SP100R.dwg

SHEET + NUMBER
T1.00



PARKING DATA

PARKING REQUIRED
ACC. SPACES REQUIRED
WHEN PARKING PROVIDED

0 SPACES
1 SPACE W/ 5'
ACCESS WAY

PROPOSED PARKING AREA

19 SPACES
1 ACC. SPACE
20 TOTAL SPACES

LANDSCAPE DATA

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

3 STREET TREES REQUIRED FOR RIVER STREET
2 EXISTING STREET TREE TO REMAIN ON RIVER STREET
1 PROPOSED STREET TREES ON RIVER STREET

9 STREET TREES REQUIRED ON PHOTO STREET
HEDGING REQUESTED BY HISTORIC DISTRICT COMMITTEE
IN LIEU OF STREET TREES.

WAIVERS REQUIRED FROM PLANNING COMMISSION

- SEC. 122-608 (A) DUMPSTER ENCLOSURE LOCATED IN SIDE YARD
- SEC. 122-672 (B) (2) PARTIAL FEE IN LIEU OF SIDEWALK

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

CONSULTANT + NAME

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

PROJECT + NUMBER
17-306

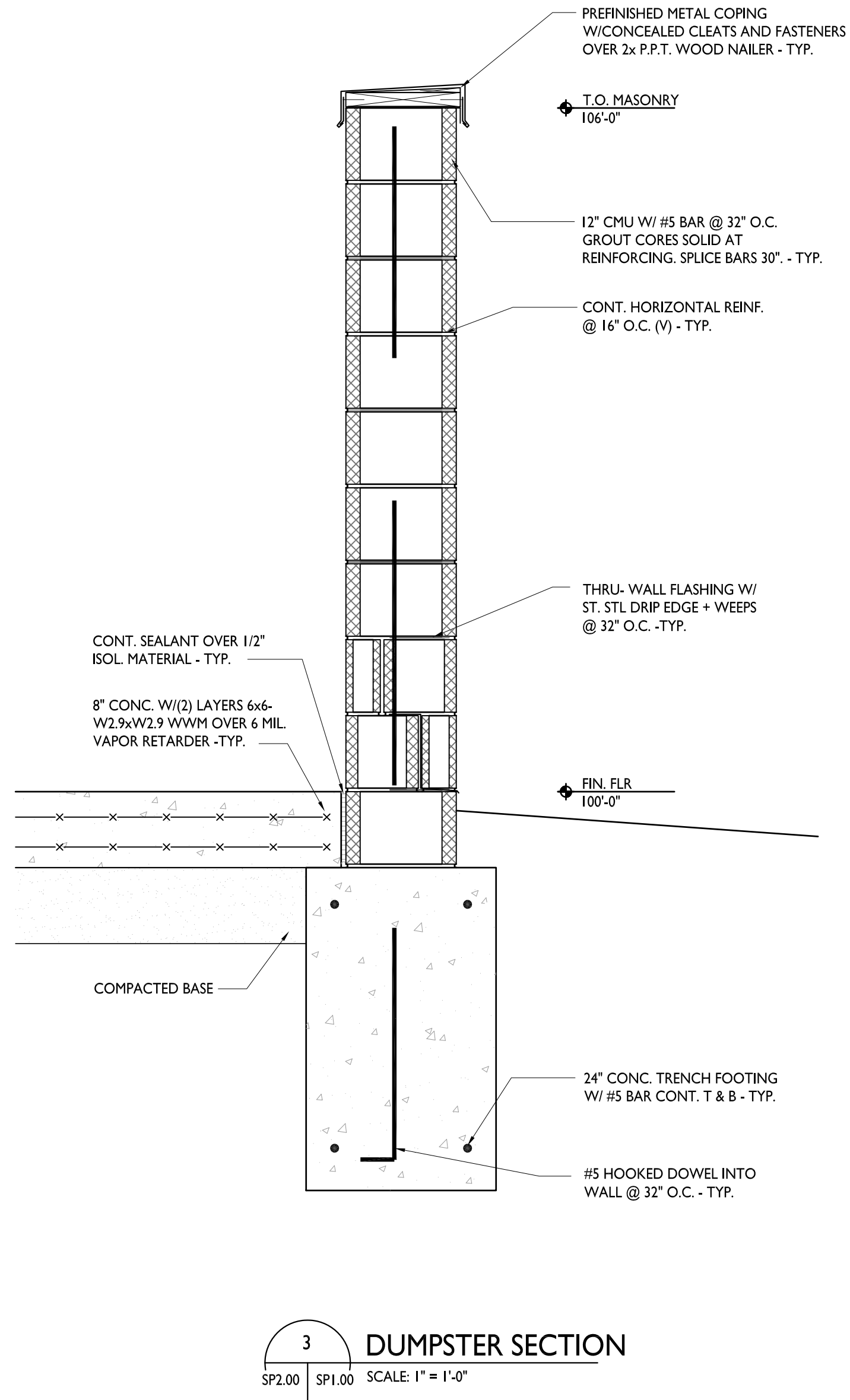
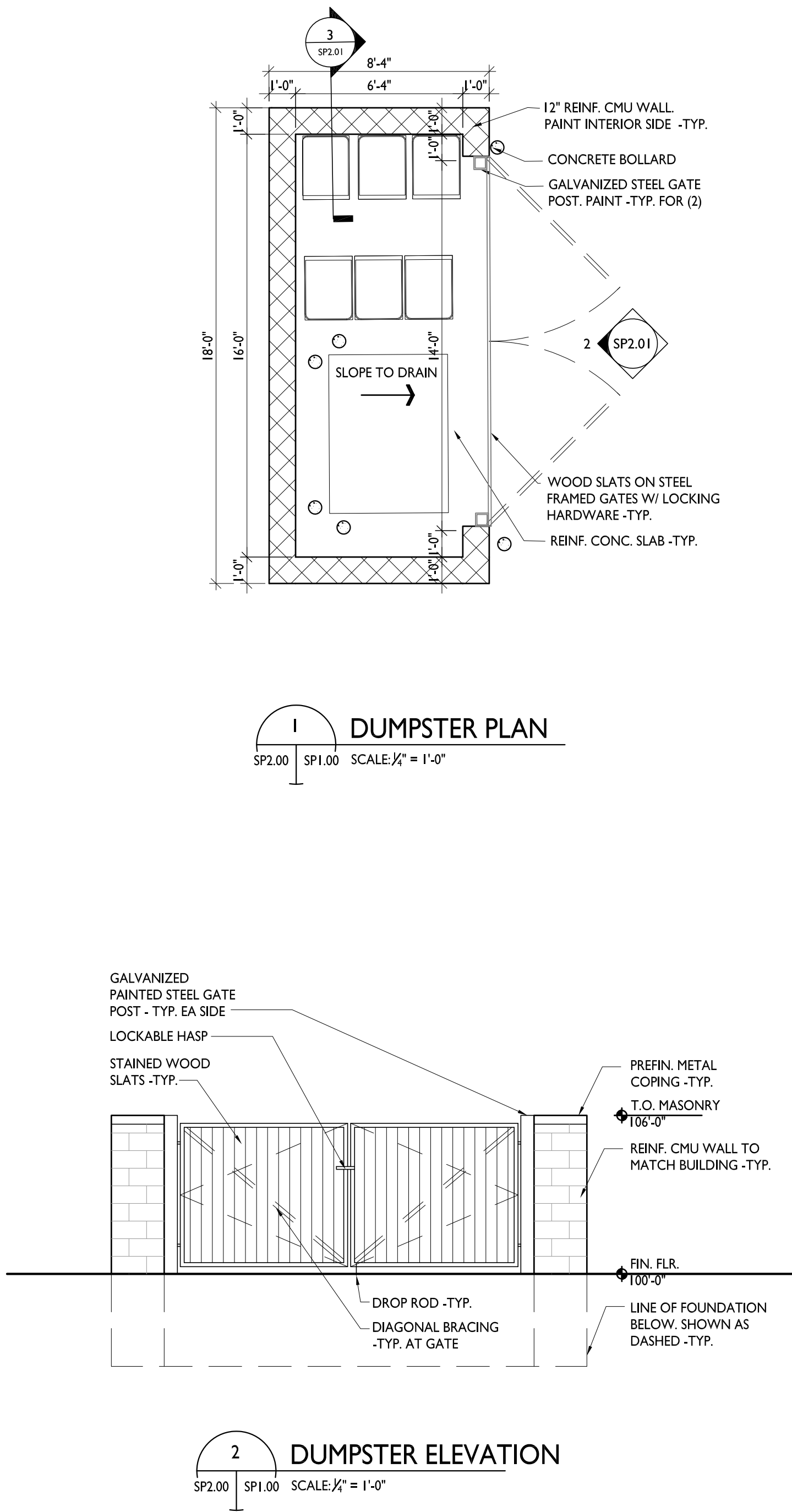
ISSUE + DATE
19 FEB 2019 OWN REV
05 MAR 2019 OWN REV
08 MAR 2019 OWN REV
22 MAR 2019 CITY
20 MAY 2019 OWN REV
13 JUNE 2019 OWN REV

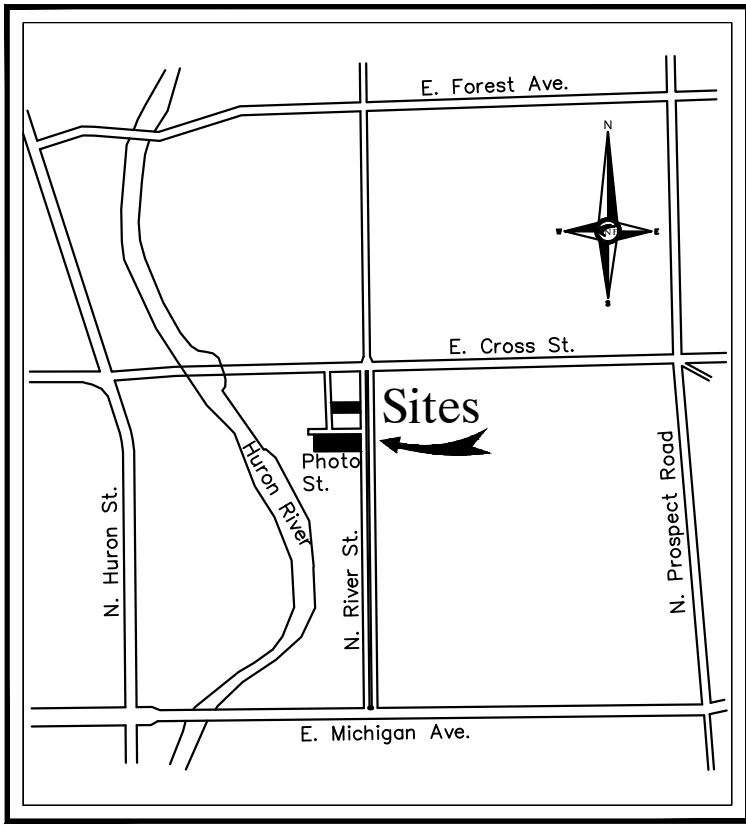
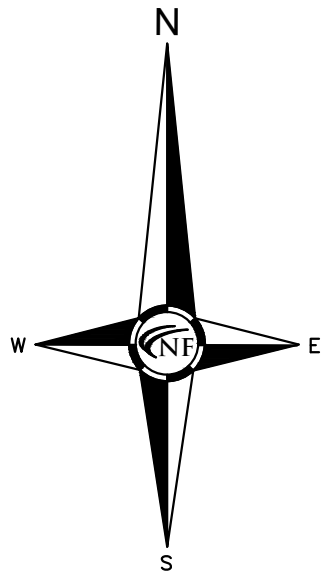
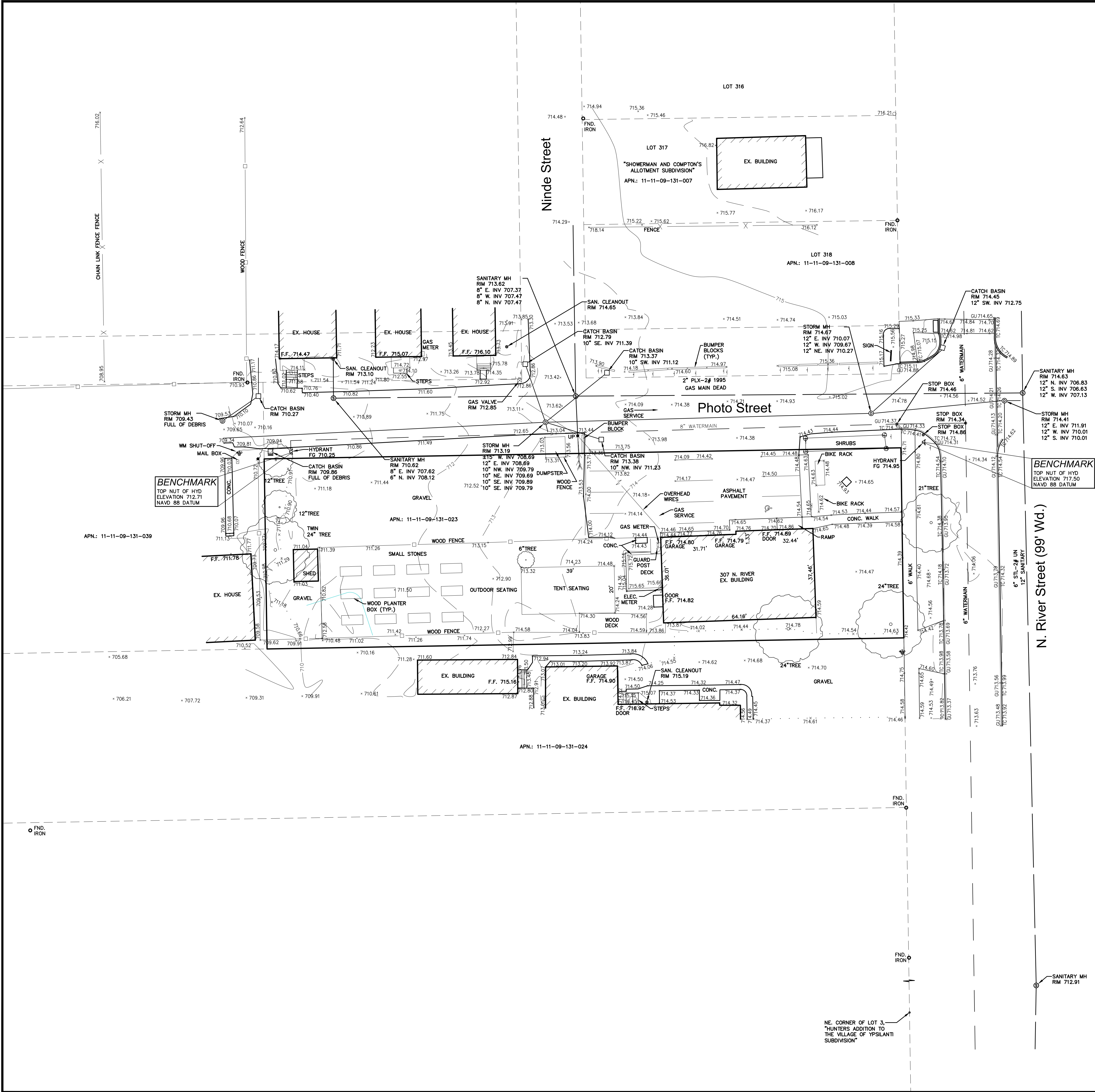
STATE OF MICHIGAN
SCOTT M. BOWERS
ARCHITECT
301032597
LICENSED ARCHITECT

SHEET + TITLE
SITE PLAN

17306SP100R.dwg

SHEET + NUMBER
SP1.00





Location Map
N.T.S.



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

SEAL



PROJECT

Cultivate Coffee And
Tap House
307 N. River Street

CLIENT

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

PROJECT LOCATION

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

SHEET

Boundary / Topographic
Survey



Know what's below
Call before you dig.

LEGAL DESCRIPTION

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

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

MISS DIG / UTILITY DISCLAIMER NOTE

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

TOPOGRAPHIC SURVEY NOTES

ALL ELEVATIONS ARE EXISTING ELEVATIONS, UNLESS OTHERWISE NOTED.

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

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

LEGEND

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

DRAWN BY:
N. Naoum

DESIGNED BY:

APPROVED BY:
K. Navaroli

DATE:
02-22-2018

SCALE: 1" = 20'

20 10 0 10 20 30

NFE JOB NO.

SHEET NO.

K166

1

