**CITY OF YPSILANTI**
**Planning Commission MEETING**
**Wednesday, May 17, 2023 @ 7:00 PM**
~~**Council Chambers**~~
~~**One South Huron, Ypsilanti, MI 48197**~~

LOCATION CHANGE | The Back Office Studios
13 N Washington Street
Ypsilanti, MI 48197

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Page

**I. CALL TO ORDER**

**II. ROLL CALL**

Matt Dunwoodie, Chair
Michael Simmons, Vice-Chair
Eric Bettis
Mike Davis Jr.
Jessica Donnelly
Phil Hollifield
Amanda Smith
Carl Schier
Brian Jones-Chance

**III. AGENDA APPROVAL**

A. May 2023 Regular Meeting Agenda

**IV. APPROVAL OF MINUTES**

**3 - 5** A. 19 April 2023 PC Minutes

**V. AUDIENCE PARTICIPATION**

**VI. COMMITTEE REPORTS**

A. Committee discussion

**7 - 10** B. Non-Motorized Committee Report
NMAC Meeting Agenda - May 2023
NMAC Meeting Minutes - April 2023

**VII. PRESENTATIONS AND PUBLIC HEARING ITEMS**

**11 - 26** A. 20 Emerick | Limited Site Plan and Special Use Review
Staff Review | Proposed Auto Body and Repair Business

**VIII. OLD BUSINESS**

**IX. NEW BUSINESS**

**X. FUTURE BUSINESS DISCUSSIONS/UPDATES**

**XI. ADJOURNMENT**

**DRAFT MINUTES**
**Planning Commission**
**Wednesday, April 19, 2023 @ 7:00 PM**
**Council Chambers One South Huron, Ypsilanti, MI 48197**

**I. Call to Order (7:02pm)**

**II. Roll Call**

Present: Bettis, Dunwoodie, Jones-Chance, Donnelly, Smith, Davis Jr.
Absent: Simmons, Schier, Hollifield

*Motion to excuse the absence for Commissioners Simmons, Schier, and Hollifield.*
***Offered By: Donnelly ; Seconded By: Jones-Chance; Approved: Yes – 6; No – 0; Absent – 3 (Simmons, Schier, Hollifield)***

**III. AGENDA APPROVAL**

Commissioner Davis Jr., asked to add the approval of Non-motorized committee member, Joe Montgomery to the agenda.

*Motion to approve the agenda as amended.*
***Offered By: Smith ; Seconded By: Donnelly; Approved: Yes – 6; No – 0; Absent – 3 (Simmons, Schier, Hollifield)***

**IV. Approval of Minutes**

*Motion to approve the March 15, 2023 Minutes*
***Offered By: Donnelly ; Seconded By: Bettis; Approved: Yes – 6; No – 0; Absent – 3 (Simmons, Schier, Hollifield)***

**V. AUDIENCE PARTICIPATION**

*Motion to open the audience participation.*
***Offered By: Davis Jr. ; Seconded By: Donnelly; Approved: Yes – 6; No – 0; Absent – 3 (Simmons, Schier, Hollifield)***

Ingrid Ankerson - 432 W. Michigan - Cars heading eastbound are going straight instead of turning at Michigan Ave and Ballard far too often. She shared multiple examples of cars crashing into buildings in the last few years, most recently, a car smashed into Dos Hermanos. She would like to not have a car hit her building. She suggests changing the flashing yellow to flashing red.

*Motion to close the audience participation.*
***Offered By: Donnelly ; Seconded By: Jones-Chance; Approved: Yes – 6; No – 0; Absent – 3 (Simmons, Schier, Hollifield)***

**VI. COMMITTEE REPORTS**

**A. Non-Motorized Committee Report**

Dylan Goings spoke in support of applicant Joe Montgomery. They are preparing for the Ped Ed campaign conference call next month. They applied for a small grant for public outreach and

signage for a bike connector program. Staff added that we have been selected as one of four communities to be a part of this pedestrian education pilot program.

*Motion to appoint Joe Montgomery to the Non-Motorized Committee*
***Offered By: Donnelly ; Seconded By: Davis Jr.; Approved: Yes – 6; No – 0; Absent – 3 (Simmons, Schier, Hollifield)***

**VII. PRESENTATIONS AND PUBLIC HEARING ITEMS**

**A. Installation of Two (2) Outdoor Fuel Storage Tanks in the PMD 599 S Mansfield**

Staff report by City Planner, Holli Andrews.
DPS has notified the Planning Department of stricter standards expected for stormwater discharge permits just nine days ago. The suggested upgrades would delay business and be costly. Staff recommends a 1 year period to allow the applicant to come into compliance with these standards.

The applicant, AJ described the current filter, and does not object to the upgrade. They have gone over budget to bring this property into compliance and would like to recoup costs over the year to cover the new filtration system.

*Motion to open the public hearing.*
***Offered By: Donnelly ; Seconded By: Davis Jr.; Approved: Yes – 6; No – 0; Absent – 3 (Simmons, Schier, Hollifield)***

None.

*Motion to close the public hearing.*
***Offered By: Donnelly ; Seconded By: Jones-Chance; Approved: Yes – 6; No – 0; Absent – 3 (Simmons, Schier, Hollifield)***

Commissioner Dunwoodie questioned adding timelines to special uses when the permit is a DPS requirement, and there is no certainty of how enforcement will work.
Brian Jones-Chance suggested that if what they have now is legally sufficient, would the commission need to condition an upgrade.
Staff clarified that the current plan is the bare minimum requirement for construction and not long term.
Commissioner Dunwoodie stated that this is in the ball and court of DPS , and he is comfortable having DPS set any timelines for their permits.

*Motion that the Planning Commission approve the special use permit for the installation of two (2) 1,000-gallon outdoor fuel storage tanks with the following findings and conditions:*
*Findings: The application is substantially in compliance with §122-324(b).*
*Conditions:*

*1. Consult with OHM Engineers to review the site for stormwater discharge, to ensure that the fuel storage tanks and subsequent use or unforeseen accidental spills do not create additional requirements at public cost for public facilities and services.*

*2. Design a stormwater discharge plan that conforms to the City's NPDES and MS4 permit requirements.*

***Offered By: Donnelly ; Seconded By: Davis Jr.; Approved: Yes – 6; No – 0; Absent – 3 (Simmons, Schier, Hollifield)***

**VIII. OLD BUSINESS**

Commissioner Dunwoodie, in response to the public comment, asked about the Michigan Ave. intersection being the jurisdiction of MDOT. Commissioner Davis Jr. clarified that it is not. MDOT is only to Hamilton. The City should have control over that intersection. He offered that the Non-Motorized Committee will take note and contact DPS about this issue.

**IX. NEW BUSINESS** - none.

**X. FUTURE BUSINESS DISCUSSIONS/UPDATES**

Staff checked in about commissioner business cards and emails. There is no current budget for this. Staff has gotten a positive response regarding posting to youtube.

YCUA is holding a public meeting regarding downtown construction on April 26th at Back Office Studios.

**XI. ADJOURNMENT**

*Motion to adjourn*

***Offered By: Donnelly ; Seconded By: Smith; Approved: Yes – 6; No – 0; Absent – 3 (Simmons, Schier, Hollifield)***

# Ypsilanti Non-Motorized Advisory Committee Meeting Agenda

May 11th, 203, 7:00PM
Ypsilanti District Library, 229 W. Michigan Avenue – Main Floor Meeting Room

## Agenda Items

Note: Bold items on the agenda indicate a priority for this meeting

1. Call to order
2. General Business
    a. April meeting minutes approval
    b. Agenda Approval
    c. Other
3. Introductions - Audience Participation - Public Input
4. 2023 Committee Priorities
    **a. Vision Zero Action Plans**
        **i. Discussion and feedback of PedEd draft survey and next steps for the campaign**
    b. Neighborhood Connectors
        i. Grant application update
    **c. Communication, Recruitment & Education**
        **i. Earth Day event report**
        **ii. Non-Motorized Committee info in June City newsletter**
    **d. Pedestrian Improvements**
        **i. Sidwalk inventory**
    e. Bicyclist Improvements
    f. Events & Community Outreach
5. Old & Continuing Business
    a. Bike, Walk, & Runner Friendly Communities certifications
6. New Business / Other Agenda Items
7. Next meeting
8. Adjournment

# Ypsilanti Non-Motorized Advisory Committee Meeting Minutes

DATE: 04/06/2023, TIME: 7:00PM

Ypsilanti District Library, 229 W. Michigan Avenue – Main Floor Meeting Room

## Agenda Items

Note: Bold items on the agenda indicate a priority for this meeting

1. Call to order - Time: 7:05PM
   Attendees: Members Goings, Krzewinski, Davis, Kwek, Coltas.
   Also present: Holli Andrews, Desirae Simmons
2. General Business
   - March meeting minutes approval: Votes 5-0
   - Agenda Approval:
     i. Addendum: Mike Davis to speak about MDOT grant
     ii. Approval vote: 5-0

3. Introductions - Audience Participation - Public Input
   Notes: Councilmember Simmons spoke about her personal appreciation for NMAC work and commitment to helping push the city to adopt whatever creative solutions we can think of.

4. 2023 Committee Priorities
   - Vision Zero Action Plans
     Discussed the possibility of applying for a federal Safe Streets grant - https://www.transportation.gov/grants/SS4A - for our Vision Zero Action Plan. Unclear how close the Plan is to meeting grant requirements, and we may need to first get a Planning grant. Committee will try to gather some more information before presenting a proposal to the Planning Commission/City Council.

   - Neighborhood Connectors - Low-speed street network that has been designated and"optimized" for bicycle & walking traffic.
     Micro-grant was applied for to obtain promotional materials to help with public

education about the program. Waiting to hear about grant approval before looking to fund the project in other ways.

- Communication, Recruitment & Education
  Members Goings and Krzewinski to attend the Ypsi Earth Day event with NMAC literature.

5. Old & Continuing Business
   - Bike, Walk, & Runner Friendly Communities
     Still need to get applications in for these

6. New Business / Other Agenda Items
   Notes: Ypsilanti was chosen as the final community for the Pedestrian Safety Education study being run by the Michigan Fitness Foundation. NMAC will help serve as the initial steering committee. Holli will try to organize an informational session for the committee to kick things off, and invite them to our next meeting.

7. Next meeting - Time/Place: 7:00pm, May 11th, 2023, Ypsilanti District Library, 229 W. Michigan Avenue – Main Floor Meeting Room

8. Adjournment - Time: 8:35pm
   Approval Votes: 5-0

**City of Ypsilanti**
Community & Economic Development Department

**May 11, 2023**

**Staff Review**
**Special Use and Site Plan Applications**
**20 Emerick**

## GENERAL INFORMATION

| | |
|---|---|
| **Applicant** | Mike Tahhan |
| **Project** | 206-210 N Washington New Apartments |
| **Public Hearing Date** | May 17, 2023 |
| **Location** | 20 Emerick<br>11-11-10-268-005, *OLD SID - 11 11-020-112-00 YP CITY 1E-94A LD COM AT S LINE MICHIGAN AVE & N LINE ECORSE RD, TH SELY ALONG ECORSE RD 227.05 FT, TH N 02 DEG 56'30" E 26.82 FT, TH S 81 DEG 20' E 233.72 FT TO PT OF BEG. TH S81 DEG 20' E 150 FT, TH S 90 FT, TH N 81 DEG 27' W 100FT, TH NWLY 109.38 FT TO BEG. |
| **Zoning** | GC – General Corridor |
| **Action Requested** | Special Use Permit Approval and Site Plan Approval |
| **Staff Recommendation** | Approval |

## PROJECT AND SITE DESCRIPTION

The applicant is requesting a site plan review and special use permit to operate an auto body shop, changing the use from the current approved auto dealership office. The property is located in the General Corridor zoning district on a trapezoid of land devoted to commercial uses banked by railroad tracks, Ecorse, E Michigan Avenue and Emerick.

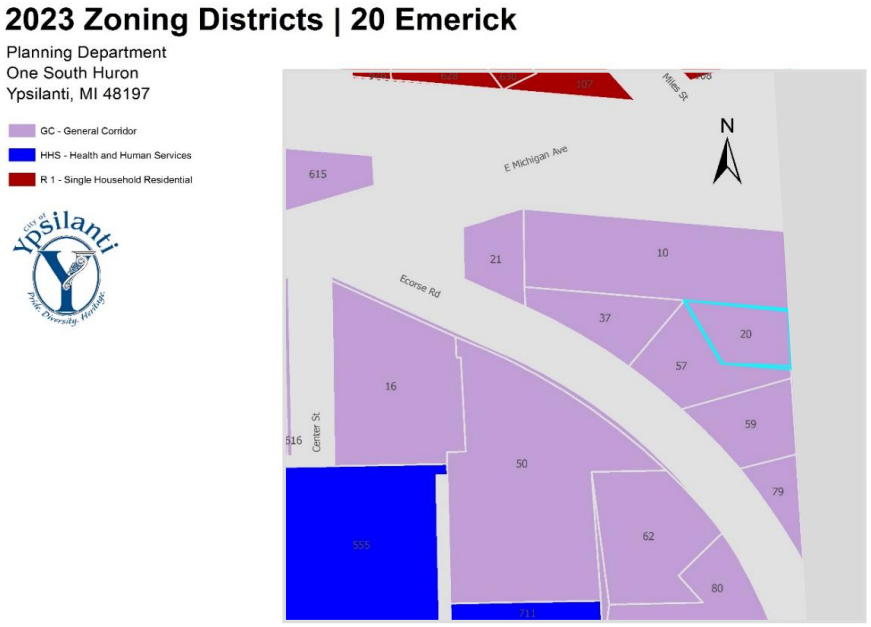
Automobile repair is considered a special use in the GC.

The existing building will remain and will undergo renovations to provide new automobile repair stalls. Parking and short-term vehicle storage will be accommodated within the existing fenced area surrounding the lot. Site work will be limited to pavement striping and wheel stops for new parking spaces along the north, east and south side of the existing parking lot, as well as a small concrete pad with 2 bike hoops. All existing pavement areas and trees/landscaping
will remain. No new impervious area will be added to the site as part of the re-use project aside from the 48 sq ft concrete pad for new bike hoops.

## BACKGROUND

An auto dealership has been operating on the property since 2008. The site was approved for office use only, while vehicle storage for sales was not. Over time, the business proved difficult to manage without the ability to sell and store vehicles on the site. As a result, the applicant has adjusted the business model for an auto body establishment instead.

**Figure 1 Map**




| | LAND USE | ZONING |
|---|---|---|
| **NORTH** | Pest Control Company \| Insectech | GC General Corridor |
| **EAST** | Emerick Street (Entrance / Exit) | |
| **SOUTH** | Full House Restaurant Parking Lot | GC General Corridor |
| **WEST** | Full House Restaurant Parking Lot | GC General Corridor |

**Figure 2 | Overview of the Site from the East** (Google, July 2019)

**Figure 3 | Subject Site Location** (2023 Aerial)

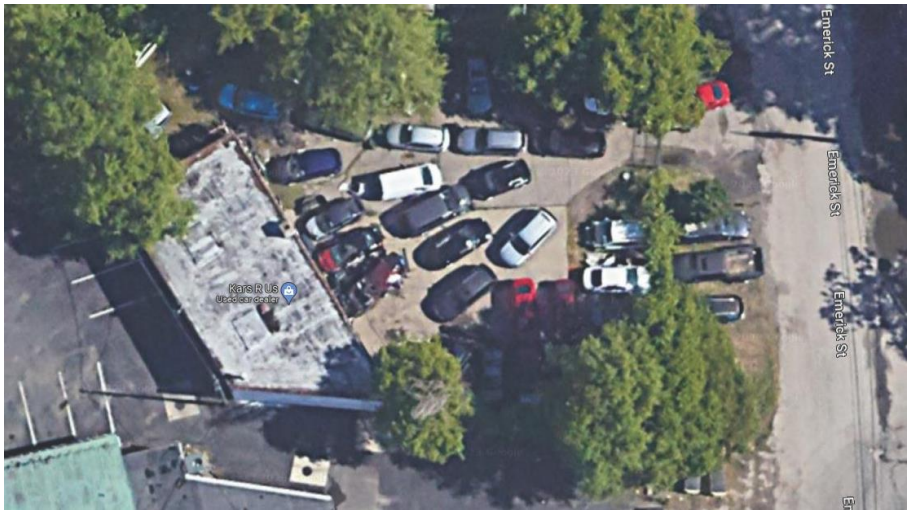
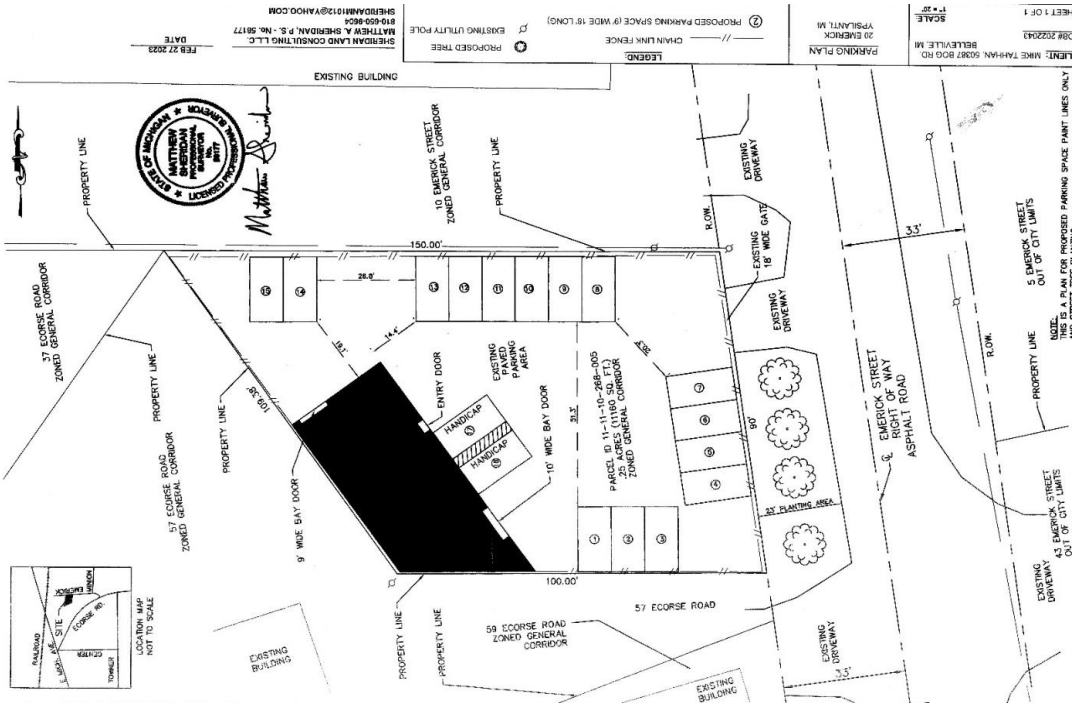



**Figure 4 | Site Proposal for Comparison**



**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 applicant proposes to change the use of the existing building from office to auto body repair. The site improvements and proposed use will fully comply with the City's zoning ordinance.

**Subdivision III: Corridors (HC, NC, GC)**

**Sec. 122-450. Purpose.**

Corridors are mixed-use and commercial areas located along the arteries of the City, such as Washtenaw, Huron, Hamilton, Michigan, Harriet, and River.

(c) General Corridor (GC). General corridors are located along roads with heavy traffic and have commercial establishments, restaurants, offices, and other businesses that are geared toward automobile traffic. Multiple-family residential building types and uses are appropriate in this district.

*(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 use of land as an auto body shop will not be detrimental, hazardous, or disturbing to existing or future neighboring uses, persons, property, or public welfare. There will not be excessive noise, or odor, smoke, or contamination.

*(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 new proposed use as an auto body and repair shop will be compatible with surrounding land uses (General Corridor). The new use does not require new construction or many modifications to the existing building. Next to 20 Emerick is the parking lot used by patrons and employees of the restaurant, Full House. There is screening between the business yard and the neighboring parking lot. The expected hours of operation are 8 am to 5 pm.

*(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 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.

*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** None are anticipated.

**CONDITIONS OF APPROVAL §122-326**

*"Reasonable conditions may be required in conjunction with an approval. The conditions may include those 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."*

The proposed auto body repair business must comply with **Sec. 122-515** which states –

**Automobile service or repair.** Automobile service and repair are subject to the conditions hereinafter imposed:

(a) All lubrication equipment, hoists, and pits must be enclosed entirely within a building. All repair operations must take place within a completely enclosed building, and such building must not be located within 100 feet of any interior lot line abutting a residentially zoned district.

(b) The entire lot, excluding areas occupied by landscaping and building, must be hard-surfaced with concrete or plant-mixed bituminous material. Curbs of at least six inches in height must be installed around the perimeter of all surfaced areas. Drainage must be provided in accordance with §122-683.

(c) The storage, sale or rental of new or used automobiles, trucks, trailers, and any other vehicles on the premises is prohibited. Vehicles awaiting repair, or inoperable, wrecked, or partially dismantled vehicles, must not be stored or parked outside for a period exceeding seven days.

## SITE PLAN CRITERIA AND REVIEW §122-311

For zoning compliance reviews, or plans where a Special Use permit is required but no site changes will likely be needed, the applicant may, at the determination of the City Planner, submit a limited site plan for review in lieu of a full site plan per §122-309(t).

### 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 to 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."*

**Article IV Subdivision III: Corridors (HC, NC, GC)**

**Sec. 122-450. Purpose.**

Corridors are mixed-use and commercial areas located along the arteries of the City, such as Washtenaw, Huron, Hamilton, Michigan, Harriet, and River.

(c) General Corridor (GC). General corridors are located along roads with heavy traffic and have commercial establishments, restaurants, offices, and other businesses that are geared toward automobile traffic. Multiple-family residential building types and uses are appropriate in this district.

**Figure 1 | Specific Use Regulations**

| REF | PROVISION | REQUIRED | EXISTING | PROPOSED | NOTES |
|---|---|---|---|---|---|
| ART IV Div III Sub I | Specific Use Regulations | Automobile Repair is a special use in the General Corridor zoning district. | Building that has been used in the past for maintaining a taxi fleet, as well as a used auto dealer. | Auto body repair. | See below. |

**COMMENTS** The applicant proposes to change the use of the existing building from office to auto body repair. The site improvements and proposed use will fully comply with the City's zoning ordinance.

## 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."*

**Figure 2 | Building Type and General Requirements**

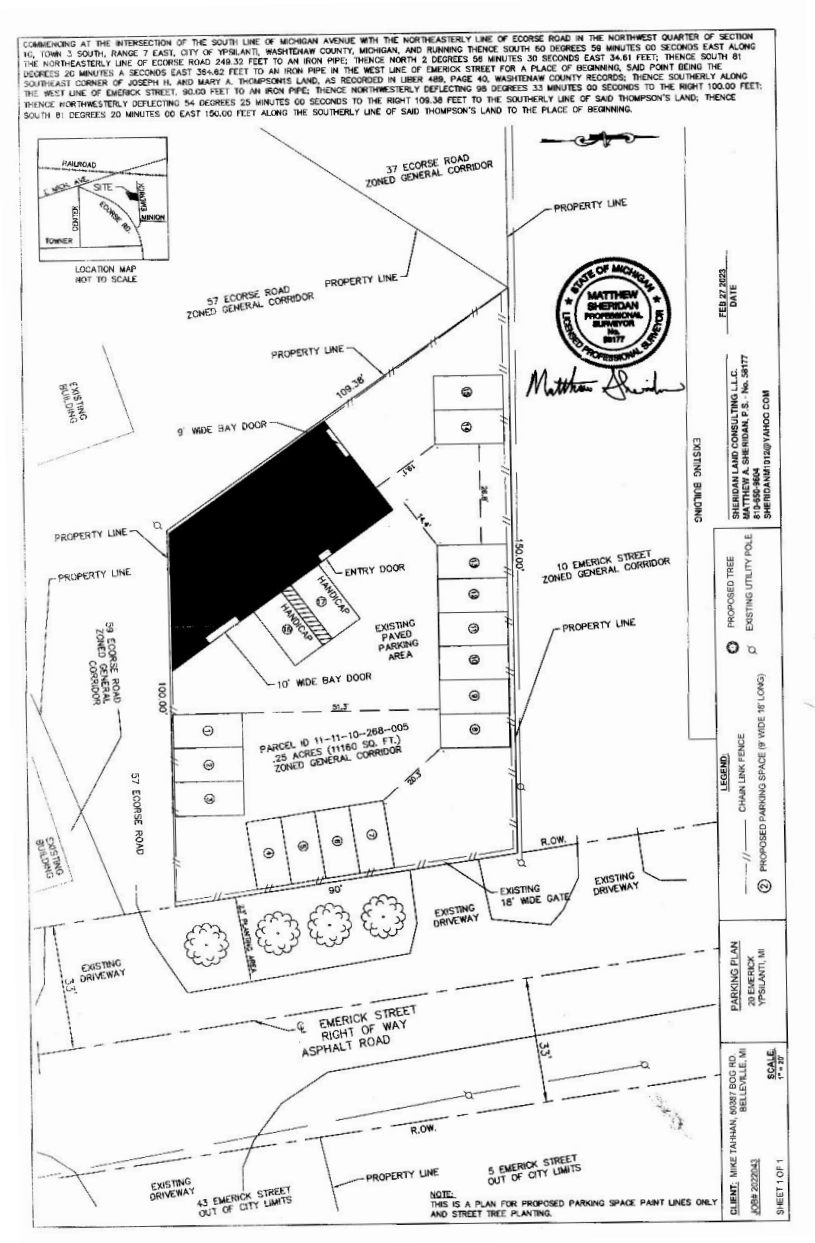
| ORDINANCE REFERENCE | | REQUIRED | EXISTING CONDITIONS | PROPOSED |
|---|---|---|---|---|
| **§122-477** | **BUILDING TYPE** | MIN 7,500<br>MAX 90,00<br>LOT COVERAGE 50% | Project complies with the building type standards. | Unchanged |

| **LOT REQUIREMENTS** | | | | |
|---|---|---|---|---|
| **Width**<br>feet | **Min**<br>Determined by the use and the required off-street parking, loading, screening and yard setbacks | **Max**<br>-- | 90 ft | Unchanged |
| **Depth**<br>feet | **Min**<br>"…" | **Max**<br>-- | 150 ft (North)<br>100 ft (South) | Unchanged |
| **Area**<br>sf | **Min**<br>"…" | **Max**<br>-- | 11,160 sf | Unchanged |
| **Coverage**<br>% | **Min**<br>"…" | **Max**<br>50% | 20% | Unchanged |
| **BUILDING ENVELOPE AND HEIGHT** | | | | |
| **Street setback**<br>ft | **Min**<br>25 | **Max**<br>-- | 63.9 ft | Unchanged |
| **Side setback**<br>ft | **Min**<br>15 | **Max**<br>-- | North 59 ft<br>South 0 ft | Unchanged |
| **Rear setback**<br>ft | **Min**<br>20 | **Max**<br>-- | 0 ft | Unchanged |
| **Frontage buildout** % | **Min**<br>N/A | **Max**<br>N/A | N/A | Unchanged |
| **Height**<br>stories | **Min** | **Max** | 1 story | Unchanged |

| | | | |
|---|---|---|---|
| **PARKING PROVISIONS** | Permitted in the side, street side, and rear. | | 17 spaces proposed |

**Items to be addressed –** None.

**Figure 3 | Limited Site Plan Capture (detail)**



**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 4 | 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. | Front entrance does face street addressed | Unchanged |
| **GC §122-670** | **Circulation Standards** | GC Sites <3 acres: circulation plan to ID potential cross and joint access to adjacent parcels | Less than 3 acres | Lot is completely surrounded by chain link fence. |
| | | Easements: nonmotorized plan, ReImagine Washtenaw, other | None | Unchanged |
| **§122-685** | **Parking Dimensions** | • 9'x18' minimum, exceptions if adjacent to wall or overhang provided<br>• May have 20% small car (8'x16', signed)<br>• May have 10% motorcycle (5x8', signed) | Spaces not striped with appropriate dimensions | 15 spaces striped and 2 barrier free space, all appropriate dimensions |

| | | | | |
|---|---|---|---|---|
| | **Barrier Free** | Barrier free parking spaces must be provided in accordance with the state barrier free design requirements. | None provided | 2 proposed barrier free space |
| **§122-683** | **Access** | 5’ walkway from parking lot to parks, commercial, transit, walkways, institutions; raised/marked crosswalks within parking lot | 5’ walkway not present. No raised or marked crosswalks within parking lot. | Unchanged |
| | **Ingress & Egress** | • Aligned across ROW, or offset by 25’<br>• >50’ from intersection<br>• 20’-30’ driveway | Meets requirements for ingress and egress. | 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. | Driveway and gate are more than 18 ft wide. | Unchanged |
| | **Surfacing** | Durable bonded material in accordance with accepted engineering standards, or alternative surfacing materials to minimize impervious surface and stormwater runoff | Concrete and sod | Bituminous |
| | **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. | Unknown | Unchanged, Drainage must be provided in accordance with §122-683. |

| | | | |
|---|---|---|---|
| **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. | No setbacks on front and side yards. 10 to 25 feet setback from rear. | Unchanged. |
| **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. | No striping provided. | Striping proposed. |
| **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. | No wheel stops provided. | Unchanged, wheel stops required. |

| | | | | |
|---|---|---|---|---|
| | **Lighting** | With the exception of multiple-family dwellings on individual lots containing no more than four units, parking and loading facilities utilized during night-time hours shall be artificially illuminated. All such outdoor lighting shall meet the requirements of §122-609. | No lighting plan provided. | Unchanged, lighting plan/photometric plan required. |
| **§122-684** | **Screening & Landscaping (Internal)** | 1 tree per 8 spaces | Several trees on the site. | 4 trees provided in the greenbelt along the property frontage / street. |
| | | 1 landscape island for each 16 spaces | 0 landscaped islands. | Unchanged |
| | | Islands w trees: 9' wide min and 160' sf<br>Islands w 5' min walkway: 11' wide min<br>Islands: curbed or used for stormwater | 0 landscaped islands | Unchanged |
| | | All aisle-ends & corners protected w curbed island | None | Unchanged |
| | | 3' between curb and planting (5' if vehicle overhang) | None | Unchanged |
| | **Screening & Landscaping (perimeter)** | Screened in accordance with 703 if abutting R1, MD, CN, CN-Mid, CN-SF | N/A | |
| | | 3'-4' screen 80% opacity where visible from ROW | None | Unchanged |
| | | Landscaped areas, walls, structures, walks- must be protected by curbing | None | Unchanged, curbing required. |
| **§122-691** | **Motor Spaces** | BY USE | | |
| **§122-693** | **Bicycle Spaces** | 1 per 5 motor spaces, minimum of 2 | None | Unchanged |
| | | Transit | None | Unchanged |

| | | | | |
|---|---|---|---|---|
| **§122-692** | **Parking discounts** | Alternative Vehicles | None | Unchanged |
| | | Bicycle | None | Unchanged |
| | | PC discretion, special circumstances not listed above | | |
| **§122-672** | **Sidewalks** | Provide a sidewalk or shared-use path | None | Unchanged, sidewalk required. |
| **§122-675** | **Traffic Visibility** | Maintain shrubs/other obstructions lower than 30" and trees/other obstructions higher than 8':<br>At driveway: within a 10'x10' triangle formed by the street ROW line and the edge of the driveway<br>At intersection: within a 25' x 25' triangle formed by an extension of the property lines, as measured from the pavement edges. | Sufficient visibility at driveways and intersections | Unchanged |
| **§122-695** | **Off-Street Loading** | Commercial 5,000 – 19,999=1 space at 10' x 50' | Meets requirement | Unchanged |

**Items to be addressed –** Curbing, wheel stops and sidewalk required. Street trees required.

**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.*

No engineering review required because there is no impervious surface changes, slope/grade issues, or utility issues.

**Items to be addressed –** None.

**SCREENING** **§122-311(h)**

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

**Figure 5 | Screening**

| ORDINANCE REFERENCE | | REQUIRED | EXISTING CONDITIONS | PROPOSED |
|---|---|---|---|---|
| **§122-609** | **Lighting** | • Dark Sky compliant; may be full cutoff where affecting residential uses<br>• not >0.5 fc @ lot line<br>• not >16'in height<br>• not < 0.3 fc | Unknown | Unchanged, lighting plan/photometric plan required. |
| **§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 | Applicant must provide plan for trash storage areas. |
| **§122-631** | **Landscape Plan** | | None in the greenbelt | Landscape plan provided. |
| **§122-634** | **Screening Between Land Uses** *if conflicting use* | Visual buffer of at least 80% opacity and 6' height | Not conflicting use | Unchanged |
| **§122-636** | **Street Trees** | 1 tree per 30' of lineal frontage, centered between sidewalk and back of curb: 90'/30' = 3 trees | None | 4 street trees provided. |

| ORDINANCE REFERENCE | REQUIRED | EXISTING CONDITIONS | PROPOSED |
|---|---|---|---|
| **§122-638 Site Landscaping** | 10% | Meets requirement | Unchanged |

**Items to be addressed –**

1. Applicant shall provide a plan for trash storage area. Any new or altered commercial use, including residential uses with three or more units, which requires zoning compliance review and has an outdoor trash storage area must comply with the following requirements:

(a) No outdoor trash storage area may be located in any front yard or any required side yard setback which is adjacent to a street, unless there is no alternative as established by the City Planner or the Planning Commission. In no instance may any trash receptacle or dumpster be located within or block a designated parking space.

(b) Any outdoor trash storage must be limited to normal refuse which is collected on a regular basis and must be maintained in a neat, orderly, and sanitary condition. This maintenance is the responsibility of the owner of the premises on which the containers are placed.

(c) Adequate vehicular access must be provided to such containers for truck pickup either via a public alley or vehicular access aisle which does not conflict with the use of off-street parking spaces or entrances to or exits from principal buildings nearby.

(d) All trash storage areas must be on a paved pad and must be screened with an enclosure at least one (1) foot taller than the dumpster.

(f) Where a dumpster is the primary means of collecting refuse, the trash storage area must be on a concrete pad and screened with an enclosure at least six feet in height. The enclosure must be of a solid brick or masonry wall on three sides with an 80% opacity wooden swing door on the fourth side.

2. Lighting plan / photometric plan required.

**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."*

**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."*

## STAFF RECOMMENDATIONS: SPECIAL USE

Staff recommends the Planning Commission **approve** the Special Use Permit for an auto body and repair business at 20 Emerick 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.

## STAFF RECOMMENDATIONS: SITE PLAN

Staff recommends the Planning Commission *approve* with conditions the Limited Site Plan Review for the site improvements and use of auto body / repair at 20 Emerick for the following reasons –

Findings –
The application substantially complies with §122-311.

Conditions –

1. Applicant must provide trash storage plan.
2. Applicant must provide photometric / lighting plan.
3. Applicant must provide wheel stops in parking spaces.
4. Applicant must provide sidewalk.
5. The entire lot, excluding areas occupied by landscaping and building, must be hard-surfaced with concrete or plant-mixed bituminous material. Curbs of at least six inches in height must be installed around the perimeter of all surfaced areas. Drainage must be provided in accordance with §122-683.

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Holli Andrews, City Planner
Community & Economic Development Division

CC File
Applicant