



AGENDA

Sustainability Commission Meeting

7:00 PM - Monday, December 9, 2019
Council Chambers

Page

1. CALL TO ORDER

2. ROLL CALL

Commissioner Heine
Commissioner Drennen
Commissioner Bayha
Commissioner Foley
Commissioner Greenwald
Commissioner Cannon
Commissioner Gibbons
Commissioner Collins
Commissioner Michalowski
Councilmember Wilcoxon
Director Akers

3. PUBLIC COMMENT (3 MINUTES)

4. AGENDA APPROVAL (5 MINUTES)

4.1. Approval of minutes from MM DD, 201x

5. INTRODUCTIONS

6. PRESENTATIONS

6.1. Tree Planting and Maintenance with Megan DeLeeuw

6.2. Pollinators with Commissioner Collins (10 MINUTES)

6.3. Earth Day 2020 Update with Commissioner Bayha (10 MINUTES)

7. CONSENT AGENDA (2 MINUTES)

8. WORK SESSIONS

9. RESOLUTIONS/MOTIONS/DISCUSSIONS

9.1. 2020 Sustainability Commission Schedule (5 MINUTES)

5

[2020 Sustainability Commission Schedule](#)

9.2. Carbon Neutrality Planning Process Partnership (10 MINUTES)

7 - 47

[A2 Zero \(Carbon Neutrality\) Partners Update - kmichalowski@gmail.com - Gmail](#)

[Carbon neutrality town hall Detailed Notes](#)

[Council Resolution in Support of Carbon Neutrality Planning \(29-oct-2019\)](#)

[Public Engagement Timeline](#)

	<u>Invitation to partner with the City of Ann Arbor on a carbon neutrality planning process</u>	
	<u>Gmail - A2 Carbon Neutrality Partner Update</u>	
	<u>RESOLUTION 2019-011 - Carbon Neutrality Planning Partnership</u>	
9.3.	RESOLUTION 2019-012 - Tree Planting and Education Partnership (10 MINUTES)	49 - 59
	<u>2020-NACD-Urban-Agriculture-Conservation-RFP</u>	
	<u>NACD Grant Outline FY20</u>	
	<u>RESOLUTION 2019-012 - Tree Planting and Education Partnership</u>	
9.4.	Community GHG Inventory and Report Update (10 MINUTES)	61 - 64
	<u>Gmail - Community GHG Inventory and Report Update</u>	
	<u>ClearPath Update - Community Inventory 11-27-19</u>	
9.5.	City Council Work Session - Roads-Recycling (5 MINUTES)	65
	<u>City Council Work Session - Roads-Recycling</u>	
9.6.	Sustainability Welcome Packet (10 MINUTES)	67 - 473
	<u>City Council Minutes 11012016-778</u>	
	<u>Notice of Adopted Ordinance (Ordinance No 1280)</u>	
	<u>Sustainability Commission Bylaws</u>	
	<u>City Council Minutes 10172017-942</u>	
	<u>Shape Ypsilanti Master Plan</u>	
	<u>Appendix A City of Ypsilanti Greenhouse Gas Assessment Report (PDF)</u>	
	<u>Appendix B List of All Collected Strategies</u>	
	<u>Climate Action Plan</u>	
	<u>Non-Motorized Plan</u>	
	<u>City of Ypsilanti Energy Plan 12-17-2018 Final</u>	
	<u>HRC Welcome Packet 201906141029544752</u>	
	<u>Resolution 2018-08-002 - Public Recycling Bins</u>	
	<u>Resolution Energy Plan 02112019-1162</u>	
	<u>Resolution Penn Dam 03112019-1178</u>	
	<u>Resolution WRRMA 03112019-1178</u>	
	<u>Resolution ICLEI 07082019-1262</u>	
	<u>Resolution Goals 07082019-1262</u>	
	<u>Resolution 2019-010</u>	
9.7.	Climate Change Event Update (Commissioner Foley) (5 MINUTES)	
9.8.	Climate Change Resilience From The Youth Up (Commissioner Gibbons) (10 MINUTES)	475 - 480
	<u>Gmail - Climate Change Resilience From The Youth Up - SEMIS</u>	
	<u>Coalition Ecoworks & Meeting</u>	
	<u>NOAA EL News Release</u>	
	<u>NOAA Climate Resiliency Project Agreement for June 2019-June 2020</u>	
9.9.	Peninsular Dam Update (Commissioner Gibbons) (10 MINUTES)	
9.10.	2019 MGC Challenge Update (5 MINUTES)	481 - 483
	<u>Gmail - 2019 MGC Challenge Bronze Certification</u>	
	<u>Bronze Logo</u>	
10.	COMMISSIONER REPORTS (20 MINUTES)	
11.	PUBLIC COMMENT (3 MINUTES)	

12. PROPOSED BUSINESS (5 MINUTES)
13. ADJOURNMENT



City of Ypsilanti
SUSTAINABILITY COMMISSION MEETING
One South Huron Street
Ypsilanti, Michigan 48197

2020 Meeting Schedule

All meetings will be held at City Hall in Council Chambers on the second Monday of the month at 7 P.M. EST.

- January 13, 2020
- February 10, 2020
- March 9, 2020
- April 13, 2020
- May 11, 2020
- June 15, 2020
- July 13, 2020
- August 10, 2020
- September 14, 2020
- October 12, 2020
- November 9, 2020
- December 14, 2020

12/6/2019

A2 Zero (Carbon Neutrality) Partners Update - kmichalowski@gmail.com - Gmail

Dear A2 Zero Partners –

First and foremost, thank you all for your support of our community's efforts to create and implement a just transition plan to carbon neutrality by the year 2030. This is a very exciting time and we are thrilled to be able to work on this important initiative with all of you.

That said, I wanted to follow-up from last Wednesday's kick off meeting and identify some of our next steps. First, I'd like to share with you all the detailed notes from the three meetings we had on Wednesday: 1) our Technical Advisory Committee meetings; 2) our partners meeting; and 3) our public event. The notes are organized around the four main topics of our carbon neutrality work (i.e., energy, mobility, resource reduction, and adaptation & resilience).

Second, I wanted to let you all know that I am working to organize an equity and justice training for all of us. Based on your schedules, I'm tentatively looking to do this initial training on December 19th from 3pm-5pm. That said, please place a hold on your calendars for this date and time and once I shore up that date, I'll send a formal calendar invitation.

Third, we need to start scheduling some events with all of your networks. If you have upcoming events and/or if you are ready to work with us to schedule a carbon neutrality focused event with your network, please reach out directly to Galen Hardy (ghardy@a2gov.org) so we can get those events on the calendar. As a reminder, we are hoping to schedule at least one event with each of your networks between now and late February/early March. We have some funding to help organize and support those events so please let us know what you think would be the most effective way to engage with your network (i.e., potluck, roundtable discussion, coffee hour, presentation, open house, charrette, trivia night, survey, other fun format, etc.)

Lastly, I wanted to let you know that our website, www.a2zero.org, is now live. We are actively building out the content for the site (including events) so please do let us know as soon as possible about events you'd like us to include on the site. One other thing I want to point out is that we plan to launch a public survey on the site either tomorrow or early next week. Once the survey is officially live, I'll reach out to each of you so that you can share the website and the survey with your networks. For now though, please feel free to let me know of any other events or content you think we should put on the site.

I think that's all for now. Thanks again everyone. And remember, please reach out to Galen at your earliest convenience so we can start scheduling our shared events!

All the best and more soon,
Missy

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Ext. 43725 (internal City phone system)



November 13th, 2019

Town Hall Notes

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Launch of Technical Advisory Committees (TAC)

Mayor Christopher Taylor welcomed all technical advisory committee (TAC) members and provided some context as to why the City moved forward with a carbon neutrality commitment and what the November 4th Council Resolution on the Climate Emergency asked for.

City Administrator Howard Lazarus followed the Mayor by providing a bit more detail about carbon neutrality and its overall importance to the City. This was accompanied by a discussion about how the draft plan will be used as an important input into the City's budgeting and prioritization processes.

Following these welcoming and contextual remarks, Dr. Missy Stults from the Office of Sustainability and Innovations provided the timeline and landscape for the carbon neutrality work. This included explicit identification of the following:

- Equity and justice are foundational elements of our work
- Importance of resilience and ensuring we do not increase vulnerabilities for our frontline populations as we work towards carbon neutrality
- The scope for our work (see Figure 1)
- Timeline for report completion (end of March 2020)
- The concurrent work-streams that make up the carbon neutrality initiative (see Figure 2)

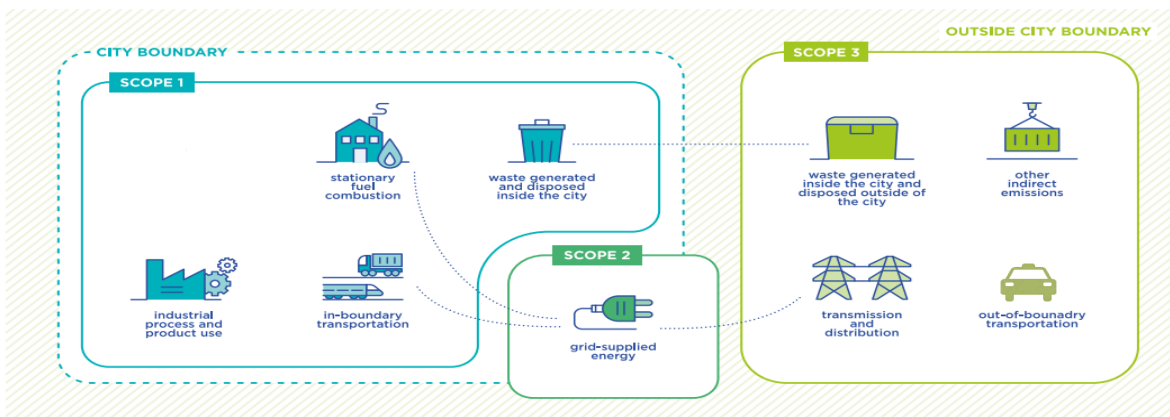


Figure 1: The various scopes or types of emissions that will be included in the City's carbon neutrality work.

Following the presentation of the charge for the Technical Advisory Committee members, there was an open question and answer period.



Figure 2: Work Streams for City's carbon neutrality planning efforts

Presentation Questions from TAC members

1. Is 2030 a really important date? If a project will take longer than 10 years, can we still propose it?

- a. 2030 is the date by which we have been asked to achieve carbon neutrality. So we should focus our attention on actions that will help us achieve that goal. However, we can also recommend and make the case for projects that have longer timelines.
- 2. Should we be thinking about carbon sinks, sequestration, and net negatives?
 - a. Yes! All creative solutions are welcome.
- 3. How are we prioritizing scope 3 emissions? These could include outside commuting, agriculture, waste of consumer goods. How do we compare the emissions from those to the totals we've been given?
 - a. The focus is looking at the possibilities here. What we've identified as being in this 2030 carbon neutrality goal are scope 1 emissions (emissions within our city boundary), scope 2 emissions (emissions from electricity used in our community but generated outside), and scope 3 emissions from the waste we generate in the City but dispose of outside of it, the transmission and distribution losses from electricity, the upstream methane emissions associated with natural gas, and commuting into the city. Things outside of that scope are certainly things we can consider but they are not our top priority.

Resource Reduction Notes

Resource Reduction TAC Meeting

Present: Eileen Naples (facilitator), Matt Naud, Leslie Hoey, Jim Frey, Mike Garfield, Steve Brown, Remy Long, Kim Bayer, Cara Bokow, Rusty Branch, Jill Sweetman, Erica Kempter, Alex Bryan, Shannon Brines, Nancy Stone, Andy Jones, Todd Bukowski, Keerthana Vidyasagak, Alicia Quilici

Logistics: Need to decide upon next meeting time. Will be done via email.

Detailed notes from the meeting:

- The charge was read again
- 3% of the emissions are for end-of-life things in and out the of the City
 - What went into the calculation?
 - Only the emissions associated with waste disposal and decomposition
 - GHG from collection and transportation?
 - Those are calculated in the transportation sector (17% of community-wide emissions are from transportation)
 - Want more of a breakdown of where the numbers came from.
 - Staff will work to pull together for next meeting.
 - What's residential, industrial, etc?
 - Staff will work to pull together for next meeting.
- What does this group take responsibility for? Which emissions are we trying to reduce?
 - Emissions associated with waste generation and disposal
 - Embedded energy¹ is not being calculated and does not count directly towards our initial carbon neutrality work. It can, however, be something we consider and make recommendations around.
- Are agricultural goods, transportation of the goods, etc. included?
 - Transportation emissions are associated with the transportation sector – they aren't broken down by waste-related transportation; agriculture-related transportation, etc.
- Packaging and such includes a lot of energy; do we count that?
 - We do not take into consideration the embedded energy to produce the materials. Those are Scope 3 emissions that we encourage folk to think about but they are outside of our scope of work for our carbon neutrality efforts.
- It seems strange that a whole group is focused on waste which is 3% of the total. If we're not looking at upstream², are we doing anything?
 - We are encouraged to look upstream, but should be mostly focused on generating less waste, purchasing less materials, buying local, disposing of waste in a more sustainable fashion, and reducing emissions associated with transportation. While not all of these emissions show up directly in the waste section of our greenhouse gas inventory, we will see the value of these actions in our community-wide greenhouse gas emissions calculations.
 - Also, people often come to sustainability through waste reduction and local purchasing initiatives so the importance of this work extends far behind direct greenhouse gas emissions reductions.
- What's the process of gathering information, and how does the public really inform that if the useful actions are already known? Instead, wouldn't it be how to get people to engage in the process and understand what's going on?

¹ Embedded energy is the energy used to create the product (i.e. how much energy it took to produce a candy wrapper before it was shipped)

² Upstream refers to emissions produced before consumption of a product – this could include embedded energy or transportation of the product

- We'll be conducting dozens of public events to get public input and support for this process
 - We'll also be launching a public website to gather more feedback and engage folk in the carbon neutrality work
 - As such, part of the scope should be informing/enlisting community members
- Is wastewater treatment plant sludge part of this? Can we use biogas?
 - These emissions are calculating in the energy sector but we can certainly include them in this work.
- **To DO: We need to invite DTE and wastewater treatment to the table**
- Where do farmers fit in?
 - Farmers are critical to this work as they are generating local, sustainable food that helps reduce emissions associated with resource use, transportation, and energy.
- Maybe we can be incorporating the idea of zero waste (to go with A2 Zero) – are there opportunities to expand the scope to waste in general not just emissions related to waste
 - Absolutely. While the first pass of our carbon neutrality work is zero carbon emissions, laying a foundation to think about zero waste is a logical and important next step.
- We need to be engaging regional partners and wastewater partners
 - We have a partnership with Washtenaw County which will help bring in regional partners. We'll also work to engage the team working on wastewater at the City.
- Resources: Washtenaw waste reduction thing – WARMA – Washtenaw Regional Recovery Authority³
- Recycling and waste is something that consumers can really control and get involved with. It can be a gateway to access further behavior changing. This can be where the upstream things happen; engaging with residents over this.
- Environmental input output assessment; looking at greenhouse gas⁴ (GHG) emissions for all the goods and services in the city.
 - Engaging the City and University and hospital and Extended Environmental Input-Output⁵ (EEIO) to look at those GHGs. Part of creating Zero Waste plan for the future. Adding St Joe's to this.
 - Food waste shows up in municipal solid waste, but the production does not show up. Some cities, Jean, etc have it but we do not. There are some models out there we could look at.
 - Source reduction will be one of the important aspects of this team. Plant vs animal-based food is important; quality needs to be included.
 - UM is looking at food data for different categories, they may be a good resource.
 - Sourcing emission data. Would need different stores and such to tell us what they are producing.
 - General data inventory.
- This group can own reducing waste within city limits.
- Look at model/sister cities.
- Where do we get our stuff, and what can we build here instead?
- Build a local market for things including bags, food, packaging, etc.
 - Encourage new small industries and support old ones
- Publicize what available data we have to educate the public.
- Supporting focus on food and food waste; it's a huge part of the strategy.
- Suggestion: sign the Cool Food Pledge⁶
 - Part of the pledge is to get large vendors to use plant-based food and moving towards sustainable things. Could work with AAPS and such.
- Subgroup about food?

³ WRRMA is a Washtenaw County-level office that looks at waste in the county

⁴ Greenhouse gases are the kinds of gas responsible for climate change – they keep heat trapped in the atmosphere (making Earth more like a greenhouse)

⁵ An Extended Environmental Input-Output (EEIO) report looks at the energy and emissions over a products' lifetime (for instance, all the energy used to make and ship a candy wrapper, and then all the greenhouse gases it releases as it breaks down in a landfill)

⁶ The Cool Food Pledge is an organization that helps people find more environmentally-friendly foods and cut food waste - <https://www.coolfoodpledge.org/>

- Engage bigger corporations about food and waste.
- Connecting farmers and such to feeding the hungry, how do farmers come in; this group is not just to 3%. This is connecting to upstream stuff, circular economies, etc.
- We could be accelerating already-occurring plans; scale plans like lighter-weight packaging.
- Categories of work in between various things. Disclosure and transparency by community groups; demand reports about what happens to waste materials when they're recovered. The same kind of things could be done in the food sector; where is it sourced and where does it go? Can we build a policy on this?
- Do research on existing programs: Post Landfill Action Network⁷, Food to Waste (?), pros and cons on different things (i.e. buying things at farmer's markets and letting them go to waste).
- Demystifying common misconceptions, capturing best practices, helping others understand them.
- We have no data about what kinds of things are wasted. The food given to Food Gatherers does show up, but the city doesn't track it. Corporate partnerships to incentivize these things. Bring them into the conversations. Connect to Green Business Challenge
- Need industry people
- City intervening with corporations doesn't work – using third party to capture data.
- Replace more things with compostable options – make composting easier and more accessible throughout the city, especially for events and restaurants.
 - Compostables⁸: lots of energy goes into them and not sure about their nutritional content, and might get into waste stream and muck it up.
 - It's really hard to stop using plastic; what do we do with those options.
 - We can incentivize good behavior, but the State has made it impossible to regulate food packaging.
- Do we do Extended Producer Responsibility⁹? Producer responsibility – if you're a computer manufacturer and part of it is problematic, you have to be able to recycle it. In Michigan, you do have to be able to take back things you produce; promote this more.
- How to promote composting better
 - How to expand it to year-round? It's hard to compost in multi-family and industrial. Can we find more local compost areas – put compost in smaller local areas and give it to local farmers. Encouraging homeowners to use compost themselves.
 - Paris has a cool composting system with compost champions and such – best practices.
- Does the City purchase food? AAPS and UM does, but the City does not.
- Where are the procurement gaps that we could have control over.
 - All city-wide events must be zero waste¹⁰ – partner with the County
- Fjall raven wants to have a food waste thing outside their store. Can we promote that more?
- Connect with purchasing things like concrete.
- Ideas of incentivizing good behavior in nudges; using public places as that; keep cobblestone farms zero waste, etc. Opportunities for small nudges like this.
- Community gardens and such could be larger and better taken-care of; create compost market. Property values go up and crimes go down near community gardens.
- Blue Zone¹¹ – set of principles to guide public health. Minneapolis adopted it. Encompasses lots of things about health and equity. This is a bigger way to engage.
- Have to separate trash and organics better -> what can we do with that material in our community?

⁷ Post Landfill Action Network aims to help large institutions get to zero waste - <https://www.postlandfill.org/>

⁸ Compostables is a generic term for products that will break down in a compost bin, either commercial or residential.

⁹ Extended Producer Responsibility – this is a program/policy in Michigan and other places around the country that requires manufacturers of products take back and recycle their own products (for instance, Best Buy taking electronics back to recycle)

¹⁰ Zero waste means that no waste products from an event/organization end up in a landfill; recyclable waste and compostable waste is acceptable

¹¹ Blue Zones is a community health organization that aims to improve longevity and quality of life -

<https://www.bluezonesproject.com/>

- Our compost program doesn't help local people get the compost; incentivizing local uses. Are we getting a carbon benefit if we put the compost on farmer's land?
- Getting kids involved is key – composting at schools with worm bins for onsite food. Are there opportunities to work with the new bond to do this with kids?
- Volunteer commercial reuse things; getting commercial things to have reusable packaging (send it back, etc).
- Berkely CA¹² – taking an old field and making a resource recovery center; to make that space into a hub of material recovery in the region. Some folks on an older advisory committee.
- Amsterdam – electric bikes only for distribution of goods so there are hubs along the borders of the city for distributed resources distribution.
- Seattle¹³ and San Francisco have food service rules about packaging to remove plastic. There's a software around products and their energy and decomposition to help understand which are actually better. Compostables sometimes have higher energy but better breakdown, making them better. Not necessarily all of them though.
 - Compostable packaging is not helpful because it breaks down too slowly or has PFAS or oils that don't break down well.
 - Challenge is helping people do it more easily.
 - Explore packaging best practices.
 - Make a structured ordinance about getting to these solutions.
- Missing from the table: We Care Denali, AmCor¹⁴ (packaging company) David Clark (heading towards composting and recycling by 2025)
- Of all the big ideas, each member gets 5 votes to put up, one per item.

Main ideas

- Zero Waste
- Expanding Scope
 - Regional partners
 - Adding wastewater
 - WRRMA (Washtenaw Regional **Resource** Management Authority)
 - EEIO (environmental extended input-output) and procurement
 - School districts
 - Food, energy, etc
 - Zero waste education and training
 - Upstream and lifecycle analyses
- Source reduction
 - Quality
- Sister City Models and best practices identified
- Purchasing
- Data inventory and community education from that inventory
- Building local markets
 - Compost economy
 - Local distribution hubs
- Food waste and engagement around that
- Accelerate resource sharing and reduction opportunities already available
- Transparent reporting on waste generated
- Demystifying terminology

¹² This is potentially the model they were talking about - <https://www.reimaginerpe.org/node/530>

¹³ Seattle's law - <https://www.seattle.gov/utilities/businesses-and-key-accounts/solid-waste/food-and-yard/commercial-customers/food-packaging-requirements>

¹⁴ Company website - <https://www.amcor.com/>

- Engage private sector
 - Incentives
 - Offer forums for companies to collaborate
- Engage third party to collect both private and public data (so the government isn't involved)
- Expand composting facilities
 - Expand to multi-family
 - Create loops with local farms
 - Look at other best practices
- Gap analysis
 - Where are we missing data?
 - Where could there be new policies to help people reach neutrality
- Incentivize/mandate resource reduction where possible (in city facilities, public buildings, etc.)
- Incentivize
 - New compost markets
 - Carbon sequestration (soil, trees, etc.)
- Scaling up urban food production - Larger urban farms
- Identify overlays with public health and blue zones
- Renovate Materials Recovery Facility in A2
- Ordinances
- Build a local market for things including bags, food, packaging, etc.
 - Encourage new small industries and support old ones
- Suggestion: sign the Cool Food Pledge¹⁵
 - Part of the pledge is to get large vendors to use plant-based food and moving towards sustainable things. Could work with AAPS and such.
- All city-wide events must be zero waste¹⁶ – partner with the County
- Invest in more community gardens

Priorities

1. Expanding scope to include:
 - a. Upstream opportunities
 - b. Collaborations
2. Engaging and educating on food waste -Helping neighborhoods grow food
3. Identify and inventory best practices
4. Renovate Materials Recovery Facility
5. Source Reduction
6. Collaborate with School System
7. Purchasing policies and incentives

Who was missing?

- We Care Denali
- WRRMP
- Wastewater treatment plant
- DTE
- Uouth voices

¹⁵ The Cool Food Pledge is an organization that helps people find more environmentally-friendly foods and cut food waste - <https://www.coolfoodpledge.org/>

¹⁶ Zero waste means that no waste products from an event/organization end up in a landfill; recyclable waste and compostable waste is acceptable

- AmCor (David Clark), other industry people

Public Session Ideas and Feedback

- Compost - Increase compost access and market for it to be used locally
- Food
 - Program for gardeners to donate to food gatherers
 - Restaurant compost programs and fines for food waste
 - Allow freeganism and dumpster diving for food
 - Collaborations with grocery stores about food waste
 - Smaller portions at restaurants
- Housing - No more single family housing
- Education/engagement/shift in behavior and community
 - Behavioral incentives around waste
 - Lengthen time between trash pickup
 - Charge more for trash pickup (pay-as-you-throw)
 - Eliminate drop-off station fee for recyclables
 - Convince stores (CVS, RiteAid, etc) to individually charge for plastic bags (aware of the Michigan law that prohibits a city-wide ban)
 - Ban plastics like micro plastics or single use
 - Or encourage businesses to stop buying them
 - Tax on single-use packaging or price incentives to bring containers for food like coffee containers
 - OR only compostable packaging
 - A2 Zero branded packaging
 - Better signage for waste sorting in restaurants and elsewhere
 - Tip of the day distributed to folks across the city (in schools, libraries, etc.) and announced/put up to encourage thinking
 - Educate around excess packaging
 - Create a sharing/less wasteful community
 - Gradual change
 - Coops for repairing everything (bikes, HVAC, etc)
 - Support creation of resource-sharing hubs and skill sharing
 - Education on in-season food at the farmer's market
 - Multi-stream recycling to increase diversion
- Schools
 - Engage better with youth
 - Create a real partnership with A2 schools
- Packaging - Educating around excess packaging and how to decrease it
- Incentives
 - Limit solid waste containers
 - Incentivize those doing well at this
 - Tax on bottled water
 - Require bottle-filling stations
 - Subsidize thrift stores and reuse centers
 - Reward no waste events
- Recycling
 - Better textile recycling
 - Work with hospital and NGOs to reduce waste and increase recycling
- Cross-cutting initiatives

- Adaptation and resilience
 - Link behavior to public health initiatives
 - Link to air and water pollution
- Youth involvement
 - Carbon and climate change curriculum

Main ideas

- Compost and food waste
- Changing incentives for landfill waste
- Expanding scope to more scope 3 emissions and upstream energy
- Education
- Youth engagement
- Regional partnerships
- Focus on local (and urban) food

Energy Meeting Notes

Energy TAC Meeting

- Codes, Compliance, and Zones
 - Methane digester¹⁷ (with wastewater treatment)
 - New Buildings
 - Require new buildings to install interconnection for electrical capacity at same capacity for gas
 - Some % low-income housing to net zero - Improves air quality, safety, thermal concrete
 - Public Transport
 - Electrifying¹⁸
 - Liquefied natural gas¹⁹
 - Outlaw new gas furnaces, water heaters, and hookups
 - Expedited permitting for carbon neutral buildings
 - Benchmark all commercial buildings
 - Better charging infrastructure
 - Financing
 - More Property-Assessed Clean Energy (PACE)²⁰ programs and fundraising
 - Residential PACE programs
 - More carbon sequestration and utilization
 - Carbon offset²¹ program
 - Offset programs need to be accounted and validated
 - Purchase certified renewable energy credits to get us to 2030, with a plan to reduce them over time
 - Carbon tax on electric (non-renewable) and gas customers
 - State-level advocacy - Leverage state decarbonization²²
 - Energy Codes
 - Zero Energy development zone
 - Outcome-based
 - For new buildings
 - Property tax reductions as efficiency increases
 - Rate design and demand response (large)
 - Solar PV on greenbelt
- Community communication and education
 - Lead the way to help and learn from others
 - Community resources in Washtenaw county
 - Use least-cost alternatives
 - Leverage youth activism
 - Decentralized fact-based education system
 - Technical consulting to help homeowners and businesses electrify and reduce consumption – especially for businesses and landlords
 - Public transparency and engagement
 - Publicize financing options

¹⁷ A methane digester is a device that turns organic material, like manure, into gas that can be used for fuel

¹⁸ Replacing fossil-fuel burning systems with electric systems – like switching a gas-burning car for an electric car

¹⁹ Liquefied natural gas is natural gas that has been cooled enough to become a liquid, meaning it can be transported more safely.

²⁰ PACE is a program that helps people find low-interest loans to do energy projects like put up solar panels

²¹ Carbon offsets are projects (like planting trees) that people pay for to remove carbon from the atmosphere. This is often used to make up for greenhouse gases people emit, such as by flying.

²² Decarbonization is one step beyond carbon neutrality – it means that nothing within a system produces any emissions at all.

- Michigan saves²³
 - PACE
 - Lean and green Michigan²⁴
- Need a lobbying subcommittee
 - Networking
 - Community solar
 - Microgrids²⁵
- Residential districts
 - High use
 - Collective purchasing power
 - Outreach to individual neighborhoods
 - City mandate all commercial buildings are part of the 2030 district²⁶
 - DTE data for “high energy” districts and neighborhoods to start process of reducing energy
 - District-wide special assessments go to renewables
- Beneficial Electrification
 - Promote electrification of water heating, Air heating, Industrial processes, Cooking
 - Energy efficiency in things such as building envelopes, equipment processes, and lighting
 - Storage required for renewable energy for
 - Vehicles
 - Emergencies
 - Critical loads (hospital, etc)
 - We can get to a decrease of 50% of energy use through efficiency measures
 - Group buys for appliances, HVAC, equipment, building envelope improvements
 - More stringent building codes
 - Electrification of onsite and grid mixes
- Community control of energy
 - Purchasing cooperatives
 - Electric vehicles
 - Solar panels
 - Citizen-owned renewable on city land
 - Municipal utility
 - 100% local renewable energy or co-op utility
 - Distributed energy to produce/buy energy
 - Procurement
 - 100% renewable energy
 - Spread awareness of DTE’s insight app
 - DTE on-bill financing (loan made to homeowners or commercial buildings owner, the proceeds of which pay for energy efficiency improvements
 - Clean energy, low income
 - Community efforts
 - Community solar (increases resiliency)
 - Microgrids
 - Multi-family EV charging
 - Car sharing program (EVs)
 - City advocates for on-bill financing for geothermal and solar

²³ Michigan Saves helps finance residential energy efficiency projects - <https://michigansaves.org/>

²⁴ Lean and Green Michigan also helps finance projects - <https://leanandgreenmi.com/>

²⁵ Microgrids are small-scale energy systems that service an area like a neighborhood and are owned by the users

²⁶ The 2030 District is an organization helping businesses become more energy- and water-efficient -

<https://www.2030districts.org/annarbor>

- Joint power purchase agreement (PPA) with UM
- Early investments made into energy storage
- Rental home utility disclosure on app
- UM
 - Help push power plant to renewable and expand in partnership with A2 to power whole City of Ann Arbor
 - Virtual utility (using software to turn on/off plants for maximum efficiency)
- Electrification – must be visible
- Offsite solar/PPA (schools, HoW, NGOs)
- Energy audits and improvements
- First identify ideal PV system that would stay behind the meter for each system. Then create a PPA for this amount.
- PPA model for schools
- Solar powered EVs
- 24 MW of local solar by 2025
 - Solarize campaign
 - Power hours
 - Volunteer solar
 - Concierge services
 - Offer financial incentives for residents and businesses to go solar (loan loss reserve)
 - See NJ, NY, MA, IL for examples
 - Partner with MI saves on a good PPA model for commercial
 - This would be more reasonable if AA was municipal energy supplier
 - Community solar, Ev, and battery
 - Write grants
 - City promotes/supports fundraising to orgs that lobby and fight for these policies

Main Priorities

- Engaging with communities
 - Understanding current resources and needs
 - Educating as requested
 - Networking for greater impact
 - Public transparency
 - Advocacy
 - Working to change the state laws that prevent us from achieving these goals
 - Networking with community groups that have knowledge/desire to help
 - Public financing options
 - Demonstrations of new tech at UM, in neighborhoods, etc.
 - Consulting businesses
 - Residential PACE (property-assessed clean energy) and carbon offsets
- Codes Compliance and Zones
 - Changing buildings codes:
 - No new gas hookup
 - Electrification
 - Better envelopes
 - Incentives and credits (e.g., Carbon tax (and dividend))
 - State-level advocacy
- Community control of energy
 - Group buys for HVAC, solar panels, EVs, etc.
 - Microgrids

- DTE on-bill financing
- Joint PPA with UM
- Purchasing cooperatives

Public Session Ideas and Feedback

- Affordable housing - require new units have permanent affordable housing
- Prioritize solar panels and other renewable energy in low-income neighborhoods to reduce carbon and utility bills
- Community education and incentives
 - Vampire reduction campaign
 - Educate about necessity for action at the state levels and find experts and those who are excited to act
 - Incentivize reduction – neighborhood comparisons on the utility bills (make a fun and friendly competition)
 - Water conservation campaign around lawns
 - 2% loans for families under \$61,000 per year to install solar, priority given to those households over 2 people
 - Get solar on as many roofs as possible
- Give training and trade jobs to people facing unemployment/less job opportunities with intention – seek out people who could benefit and provide training and help finding jobs for grads
 - Create educational pipeline in A2 for electricians, renewable energy technicians, etc.
 - AAPS and WCC could help
- Commercial incentives
 - Price drop for sustainable buildings being built
- Public funding with equity lens
- Support for the Clean Power Plan and stop rollback of Clean Air Act rules
- Public-private financing for energy efficiency with home energy audits offered
- Incentivizing cyclists to ride more, changing view of them
 - Discounts if you cycle to a store
- Re carbon tax: find examples where the pricing significantly reduces emissions and is stable -Use Yale model
- Educate about solar tax elimination to encourage people to put up panels
- Flight free A2
- Engaging youth more fully in the process
- Re buildings codes:
 - Change zone laws to allow more density
 - Solution-based energy audits to understand where energy goes and what options there are to change
 - Allow tiny houses
 - Require green/white roofs on every new build or renovation
 - Allow smaller square foot housing
 - Allow alternative buildings types (strawbale, earthship, etc.)
 - Can you turn a single-family home into a split-level or townhouse?
- Re group buys: geothermal group buys with wells sunk in cul-de-sac and vacant lots
- Large-scale local solar
- Continue solarize campaign especially for schools (students can help fundraise and install)
- Create regional carbon neutral cities' group – Ypsilanti, Detroit, Lansing, Grand Rapids, Petoskey, Traverse City
- Policies/ordinances
 - Require city buildings and new apartments and commercial constructions to have rooftop solar
 - No nuclear for new energy source
 - New build face N-S to allow for more solar installation
 - Carbon capture system – use trees, not the sea
 - Renter's rights to homes that have been audited, including energy audits to lower utility bills

- Penalty system in residential areas for households that use energy/electricity above a threshold
- Increasing density
 - Tiny houses
 - Allow more than 4 unrelated people in a house
 - More people into the City of Ann Arbor
- Engage
 - Trades
 - Young people, immigrants, and returning citizens into trades
 - Real estate groups and developer
 - Landlords – incentivize them following rules or going beyond
- Franchise fee from DTE - explore
- Cogeneration plant
- Advocacy around community solar
- Work to overturn state laws that let DTE restrict renewable energy
- Wind power from several local providers
 - Put wind power on roundabouts that are also decreasing idling
- Peer-to-peer loan system for solar installation
- Habitat/lawns
 - Incentivize no-mow or no sit-on mower
 - Incentivize increasing pollinator habitat
- Educate and incentivize using battery-powered devices – weed whackers, chainsaws, etc.
- Utilize today's technologies to improve building performance
 - Data analytics
 - Alexa/Watson for buildings
 - Trane, JLI, Siemens all do it
 - Energy Storage (calmac)
 - Variable Refrigerant Flow (VRF)
 - Ultra efficient HVAC
 - Mitsubishi, others
 - Solar with battery storage
- Humanure²⁷
- Use wastewater for biogas energy

Main Ideas

- New codes for buildings
- Affordable housing needs efficiency and solar first
- Leverage local and regional partnerships
- Change state laws (e.g., microgrids)
- Put in more local renewable energy
 - Train local people to do those jobs
- Electrify
- Municipal utility

²⁷ Humanure is using human waste as compost - <https://modernfarmer.com/2017/03/humanure-next-frontier-composting/>
Carbon Neutrality Townhall – 11/13/19

Mobility Meeting Notes

TAC Mobility Meeting

Facilitators: Emily Drennen, Raymond Hess

TAC members: Ryan Buck (WATS), Matt Carpenter (AAATA), Ken Clark, Chuck LaComb (private consultant), Carlene Garcia (), Craig Toefler ((pro bono activist), Camillo Serna (DTE), Matt Sederer (UM Student), Charles Griffith, Joe Brans (UM Professor), Susan ('not' EPA), Larry Deck (WBWC), Bruce Westlake (Michigan Electric Automobile Association), Lisa Schott? (EPA)

Chair and Co-Chair

- Chair: Ken Clark
- Co-Chair: Charles Griffith

Next Meeting

- We'll send a doodle poll for 4-5 additional meetings

Ideation:

- Making every mode as carbon free as possible and mode shifting
- New modes of transportation – ebikes, tuk tuks, scooters
- Land use policy and development
- Solar matched with electric vehicle (EV) charging in public and private charging
- Policies. Central urban decarbonization, car-free zones (petrol free zones)
- Zip car looking at electric vehicles
- Right sizing transit vehicles - running smaller shuttles instead of full size buses (although operating costs would actually go up)
- Expanding public transportation and converting it to electric propulsion
- Solarize park and rides with EV charging
- Shared vehicles
- Putting cars out of central City of Ann Arbor
- Zoning. Minneapolis upzoning from single family housing
- Tiny houses, Accessory Dwelling Units
- Correct problems in existing policies like Sustainability Framework, police, and ordinances
- Lower carbon fuels including electrification
- Better transportation metrics and GHG inventories
- Encouraging automated and connected vehicles
- Transportation pricing. Odometer tax
- More expensive parking
- Taxes high enough to change people's mode choices
- Enforcing no idling laws
- Delivering fleets that are electric
- Tesla Taxis; Electric limos in other cities
- Increasing investment in nonmotorized transportation. Prioritize that over single occupancy vehicle
- Leave behind level of service measures – use a better method like people through-put
- Fleets incentives for EVs and charging

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- Review transportation pyramid and adopt?
- Auto dealers could be educated about EVs. Other cities pay dealers to sell EVs.
- Working with original manufacturers to get EVs on dealer lots
- EV bulk buy
- EV dealer certification program
- Bus stops solar powered with good info for riders. Security lighting and cameras
- Mobility Hubs
- Increased investment for transit and active transportation
- Bus lanes and HOV (high-occupancy vehicle lanes – more than 1 person/car) lanes
- Bus rapid transit
- Encouraging bike riding all year around. Clear snow in the winter.
- Fare free transit
- Utilities buy batteries, and then use them after their use for electric transit buses. Same for school buses.
- Resiliency hubs
- State policies: focusing on highways instead of mobility, not a dedicated funding source for nonmotorized transportation
- UM: get students to not bring cars to campus. Buses and shuttles. Housing plus transportation. North campus shuttles. Much more EV charging.
- Parking policy and pricing. Parking money needed to invest in other modes
- State policies
- Tax vacant lots more than developed. Assess parking lots a tax for being developed.
- Ordinances about parking minimums and maximums
- Electrified service for equity communities (like in Detroit)
- Subsidize zero emission vehicles for low income folks
- EV charging signage. E scooters.
- Garden tools and lawnmowers that are electrified
- Connections to jobs, opportunities, and services for equity communities. Better mobility for those groups.
- More affordable housing. Could help commuting. Workforce housing.
- Subsidize mobility for equity communities
- Funding off of property taxes may keep us from meeting needs - poorer jurisdictions hit hardest
- State reform for expanded funding options (state precluded)
- Act 51 (act for distributing funds for road infrastructure) can't be spent on certain kinds of projects. Give locals more control over types of projects
- Financing needed for buying EVs for equity communities
- Air travel not included in GHG inventory. Once it is, you look at fleet
- Used EVs are good bargain for low income communities. Education about possibilities. General population vs targeted to low income populations
- Certify EV-friendly maintenance shops
- EV charging infrastructure needed. Need a lot more.
- New requirement for EV charging in new developments
- Work with charging providers to move cars with rotating through EV charging. Reduce congestion at chargers.
- Multifamily and workplace EV charging
- Charging for fleets. Especially ride hailing
- Fast charging not charging to full.
- Get rid of state registration fees for EVs
- New forms of transportation. Micromobility. New mobility solutions. Equity needs in this space.

- Micromobility rules of the road.
 - Urban transportation design. More variety of types of vehicles on the road
 - Micromobility will be dead in 10 years. It is a fad.
 - Micromobility modelling at the EPA. Is it better than single occupancy cars
- City fleets
 - Carpool vanpool Go Pass shuttles TDM. Expanding Go Pass outside of just downtown workers. Telecommuting
- Supply demand. Land Use, pricing, telecommuting, etc.
- Internalizing externalities from single occupancy vehicles
 - Zero occupant vehicles – how will this impact the system?
- Clearing sidewalks and bike lanes by city government
 - Walking and biking
- Citywide Wifi
- Single ticketing
- Methodical review of city ordinances and policies
- Look at city contracting for green fleets
- Google bus
- Technical training for trades and education. Connected and autonomous vehicles.
- Nothing after Safety Town for big kids. Education about biking and walking.
- Enforce “no idling” law

Broad categories

1. Parking and land use
2. Electric vehicles and charging
3. Better public transit
4. Active transportation
5. Government policies and funding
6. Shared rides, micromobility, connected and autonomous vehicles
7. Fleets – freight, deliveries, city fleet, ride hailing
8. Public outreach and education

Top ideas:

1. Land use policies that affect transportation (density, affordable housing, parking)
2. Increase investment in active transportation – bicycling, walking, transit
3. Address demand through pricing (fuel tax, congestion pricing, (tolling).
4. Expand overall EV charging infrastructure – increase charging, encourage turn-over of charging spots
5. Incentivize EV/green fleet vehicles – TheRide buses, Uber/Lyft, AAPS buses, UM buses, deliveries

Who was missing?

- Very white and upper middle income crowd. Community extends beyond Ann Arbor. UM transportation, Teresa Gilloti, Jason Morgan, Center for Independent Living, Disability Commission, DDA, OEMs, (ask Camillo for names), Local delivery companies (Uber/Lyft/Post Office), Planning Commission, MDOT (Carlene knows someone), (Germain) auto dealers

Public Input

- Consider accessibility concerns always
- Mobility-first rather than
- Run lifecycle analysis on all these to see what’s the most effective

- Encouraging biking and walking
 - Frequent snowplowing means more people biking and walking
 - Prevent street snowplowing from pushing snow into bike lanes
 - Maintain/repair bike lanes preferentially
 - Sweep gravel out of bike lanes
 - Build Bandemere-Barton tunnel to connect B2B Trail within A2 to Dexter
 - Many more Williams-street-like protected bike lanes
 - Opposite argument: Money may be better spent elsewhere than bike lanes
 - Better bike access to downtown
 - Incentivize bike commuting/errands
 - Make lots of university area pedestrian zones only
 - Incorporate services like “Common Cycle” (volunteer-based bike repair/maintenance clinic)
 - Engage health systems in promoting exercise-based transportation
 - Education on giving up cars for bikes
- Bus- and car-related ideas
 - Expand bus service to WCC
 - Bus rapid transit – increases accessibility
 - Low investment cost
 - Aids in equity needs for public-transport-reliant people
 - Regional transport plan
 - Encourage car-sharing solutions
 - Develop public EV fleet and discourage private vehicle ownership w/ target of eliminating private cars
 - Zip cars as well in residential areas
 - Connect bus services up more
 - Use better tech to make the system more accurate, more on-time, etc.
 - Expand public transit and make it more reliable and frequent
 - Free public transit
 - Cap vehicular travel to total capacity and then reduce
 - Reduce parking spots
 - Regional SE Michigan transit
 - Ann Arbor-specific ridesharing app
 - Zingerman’s Silver line (rail – light rail?)
 - More bus lines
 - Competitions for institutions having employees riding the bus (% riding)
 - Elevated bikeway through downtown
 - Connect bus routes more; less of a hub and spoke model
 - Public transit to key work locations outside of the city (i.e. Dearborn)
 - Increase park-n-go lots
- Flying - Voluntary guidelines for businesses and organizations to discourage flying (i.e. anything within 8 hours must be without a plane)
- Non-vehicular ideas
 - Turn downtown into a pedestrian mall
 - Perhaps even just on weekends (Paris as a model)
 - Main Street to Liberty
 - Add shuttles to Park-and-Ride
 - Close Huron River Drive on weekends to cars so bikers can use it
 - Make more mixed-use city blocks

- Make scooters available for borrow not pay
 - Publicize rules and where they should go
 - Parking stands for scooters so they're not in the sidewalk
 - Increase housing density to allow people to go <1/2 mile for necessary items
 - Add more benches to allow elderly/other people to rest and put down groceries, and more covered spaces for rain near parks and schools
 - City-owned fleet and free rides
 - Build treeline/greenway
- Expand farmers markets into residential areas for equitable access
- Light rail to solve clogging problems
- Calculate internal A2 travel and mitigate it
- Facilitate between central to north campus transport via gas-free vehicles (e.g., 10k trips daily)
- Close/reduce size of the airport to make way for gardens or homes (few people use it, and has 800 acres)
- Youth need to be at the table
- Need outcry over the SAFE Clean Air Act
- Visitor offsets - Put the cost of offsetting visitors on hotels, etc.
- Coordinate with UM for demand pricing (more expensive prices at times with more people)
- Publish environmental impacts of each bill brought to council to help Council, voters, and advocates understand the effects of bills
- Zoning
 - Allow for mixed-use neighborhoods to increase resilience
 - Ensure all housing groups have access to key things:
 - Affordable grocery stores
 - Public clumps – groups of stores, restaurants, public spaces – near non-central housing
- Consider not regulating e-bikes as much to encourage people to use them and offset their driving costs
- Unintended consequence of schools of choice is more blocked roads and traffic; restore bus services and neighborhood schools
- Encourage businesses to invest and encourage employees to use alternative forms of transportation (with health care credits, bonuses, etc.)
- Understand other models
 - Take a high level delegation to see serious bike infrastructure in Europe – Amsterdam, Copenhagen, etc.
 - Identify communities that are ahead of us that we can use as models
 - Look for testimonials of successful personal change
- Work to stop the SAFE rollbacks and Clean Air Act standard cuts
- Create and maintain walkable resources like more People's Food Coop and other walkable groceries
- Connect neighborhoods more with more streetlamps
- Reduce number of big box stores; City purchase empty buildings and do something else with the space
 - Between existing big box stores increase transport (i.e. golf carts, better walkways, etc.)
- Enforce 4 day workweek to encourage less travelling
- Increase flashing crosswalks in lower income areas
- Launch a FlightFree A2 campaign to cut flight miles from A2 residents

Main Ideas

- Make parts of the city pedestrian malls
- Increase mixed-use areas so people can access resources closer to home

- Free transit
- Better, more reliable public transport - Rethink spokes and hub model
- Make walking safer
- Regional transport
- Ridesharing
- More repair clinics and biker support
- Create and maintain bike lanes and sidewalks
- Use a mobility- and accessibility-first lens

Adaptation and Resilience

TAC Meeting

- Focus on zeroing impacts
- Need to define and measure change
- Need to focus on behavior adaptation and engage more behavior change scientists (change is hard)
- Need to define actuators or actors
- Outcome based strategies as opposed to prescriptive requirements
- Need to focus on land use and density
- Neighborhood social cohesion enhancement is critical – neighbors taking care of neighbors
- Adaptive water systems that can iteratively change based on conditions
- Residential emergency preparedness response or kits
- Anticipating future flood losses and acquiring proper flood datum
- Need to focus on behavior adaptation
- Invest in flexible infrastructure (e.g., roads, stormwater, etc.)
- White roofs / Green roofs
- Dam removal
- Natural area protection (local and source water protection) and stewardship
- Fully implemented green streets
- 2030 district standards for all buildings (or similar)
- Residential best management practices (e.g., elevate mechanics, weatherization)
- Redundant energy systems (i.e., batteries)
- Renewable energy systems and microgrids
- Better design standards for parking lots (e.g., shading focused; stormwater retention; heat island mitigation, tree requirements)
- Design standards for roads (supporting alternative transportation, slowing traffic, infiltration of stormwater, trees, more boulevards)
- Coordinated dam management
- Update city code and building codes
- Update design criteria

Priorities

- White/green roofs
- Natural area preservation and stewardship
- Flexible infrastructure
- Emergency preparedness kits
- Outcome-based adaptation standards
- Risk assessment
- Neighborhood cohesion
- Land use and density
- Redundant energy systems
- Residential best management practice creation

Public Input

- Infrastructure
 - White/green roofs (either covered in vegetation or reflective material) and white/light roads
 - More durable roads that can survive harsher weather

- Use porous pavement and roads
- Hurricane-grade windows because winds are only increasing
- Underground power lines
- Outlaw all buildings in a floodway or even a floodplain
- Drinking water security ADUs (accessory dwelling units)
- Increase urban density
- Better practices for rainwater/snow collection for greywater uses.
- Neighborhood/community cohesion
 - Neighborhood-based resiliency plans; Residential best management practices (BMPs)
 - Train community members (volunteers or paid) to lead in emergency
 - Paid “resilience ambassadors” that do neighborhood outreach
 - Create and identify safe refuge places in neighborhoods where people can go to when there are power outages; especially in winter.
 - Energy 'party' or gathering at block/neighborhood level
 - Make affordable housing a priority (and remember renters)
 - Change city policies to welcome climate refugees (climate refugee center housing, incentive programs for residents willing to house climate refugees, etc.)
- Transportation
 - Less parking for cars
 - Better bike lanes and greenway
 - Incorporate the services of Common Cycle into a city run utility to keep bikes on the road
- Natural infrastructure / land use
 - Natural water/flood capture systems -- more green space devoted to flood and rain water capture and water re-use
 - Land preservation to sequester carbon and absorb high rain fall and mitigate impacts
 - Protect vegetated buffers 100ft along waterways to absorb increased rain
 - Invasive/native plants education
 - Plant fruit and nut trees on public property
 - Adopt-a-tree program for volunteer case
 - Allow non-commercial harvesting of fallen fruit
 - Protection of natural areas in the watershed upstream of A2
 - Land use for local food production in sustainability (goal of 75% local food production)
- Energy
 - Allow/incentivize individual energy production
 - Additional solar and energy storage
 - Plan for additional electric loads coming due to cooling needs (AC).
 - Decentralize energy infrastructure (i.e. fight back against DTE and net metering laws)
- City functions
 - Create a resilience fund
 - Deepen partnerships with other local governments
 - Hold seminars/classes for k-12 and college-level students about sustainability and energy use
 - All city functions should be zero waste
 - Funding mechanisms that focus on equity
 - Improved food infrastructure innovation challenge
 - Allow for more use of city land for neighborhoods to grow food
- Miscellaneous
 - Emergency preparedness kits
 - Public health tracking metrics from state and CDC need to be made
 - Signs on entrances to grocery stores: “did you remember your own bags?””

Main Ideas

- Housing needs to improve
- Incentivize swapping out of cars
- Increase partnerships across the region
- Increase emergency preparedness
- Increase neighborhood cohesion

Final Thoughts - Public Input

What would help you/your community be involved?

- Technical language needs to be accessible and multilingual
- Keep physical disability in mind when planning event spaces
- Plan event spaces in centrally located and accessible location that doesn't require car or lengthy bus ride
- Need many more sessions to get maximum cross section of folk
- Livestream events and publicize the livestream well. Then archive the taped event online and publicize how to access it. Share the outcome/ideas from tonight online and elsewhere
- Can we frame this as something other than "carbon neutrality"? This may be confusing for some people

Who was missing?

- U-M leadership
- Youth
- More immigrants
- Sunrise Movement
- Older citizens who can't leave home
- People who work at night
- The religious community: churches, synagogues, temples
- Physically disabled people
- Low-income people
- People of color
- People from adjoining towns and cities
- People who work multiple jobs

..Title

Resolution in Support of Creating a Plan to Achieve Ann Arbor Community-Wide Climate Neutrality by 2035

..Memorandum

The City of Ann Arbor has long declared its commitment to climate action, ranging from the creation of an Energy Plan in 1981 to the adoption of the City's Climate Action Plan in 2012 to the creation of the Office of Sustainability and Innovations in 2018.

Despite notable commitments by the City of Ann Arbor and other local governments, states, and national governments, the amount of action to meaningfully reduce greenhouse gas emissions has not been commiserate with what science has required to avoid significant climate related impacts. In Ann Arbor alone, over the last 30 years the City has experienced a nearly 1 degree Fahrenheit increase in annual temperature, an increase of over 44% in annual precipitation, and a 37% increase in the total volume of precipitation falling during extreme events. And climate projections show that the City is very likely to experience a 3 to 7 degree Fahrenheit increase in temperature, 12 to 36 more days per year over 90 degrees Fahrenheit, and a continued trend of increased annual and extreme precipitation by end of the century is significant actions aren't taken immediately to reduce greenhouse gas emissions.

Globally, the impacts are even more dire with projections showing significant rises in the world's oceans, the melting of permafrost and ice caps, salt water intrusion into water supplies, life threatening temperatures across much of the world, an increase in the extent and number of wildfires and other extreme weather events such as hurricanes, and significant increases in inland flooding followed by prolonged periods of drought. These changes are already disrupting economies, public safety and wellbeing, social systems, and the overall quality of life for natural and human systems.

In light of these realities, a growing movement of communities and institutions are declaring climate emergencies and working to achieve carbon neutrality as quickly as possible. In Ann Arbor, many groups have asked that the City once again become a climate leader by creating a plan for how the entire Ann Arbor community can achieve carbon neutrality as soon as possible.

To be the most valuable, a carbon neutrality plan needs to have actions that can be operationalized, with clear metrics to track success and financial resources identified that can support implementation. The actions identified need to be those that are essential for achieving carbon neutrality – including both easy, low-hanging fruit actions as well as complicated, challenging and long-term actions. Moreover, any carbon neutrality plan needs to be considered “living” as technology, politics, economics, and other external factors are dynamic and will continue to change the backdrop upon which carbon neutrality is being explored.

Because of the scientific urgency of climate change, creating a carbon neutrality plan today will provide the City with more time to design and implement solutions that will

avoid the worst impacts of a climate altered future. Moreover, creating a carbon neutrality plan today helps secure the buy-in necessary to implement the easy as well as the more challenging actions required to achieve carbon neutrality as a community.

To help launch a climate neutrality planning process that has extensive public involvement, the City is looking to host a Carbon Neutrality Summit on November 13th. The Summit will be the launch of a community carbon neutrality planning process and will be followed by numerous additional opportunities for the community to help generate a carbon neutrality plan for the City of Ann Arbor. At the Summit, the City will also launch a technical advisory committee to help ensure that our carbon neutrality planning process is technically robust. By combining a variety of public engagement opportunities, building partnerships with local institutions, and by launching a technical advisory committee, the City anticipates being able to present a draft carbon neutrality plan, that includes actionable activities and preliminary budget details, to Ann Arbor City Council by Earth Day 2020.

Budget/Fiscal Impact: Funding for a carbon neutrality planning process is available in the FY2020 Office of Sustainability and Innovations budget. If additional funding is needed for planning, the Office of Sustainability and Innovations will work with local partners to try and leverage their resources and/or secure external funding. Implementation of the Plan, however, will very likely require changes to the priorities, programs, and organizational structure previously established in the FY21 budget.

..Staff

Prepared by: Missy Stults, Sustainability and Innovations Manager
Approved by: Howard S. Lazarus, City Administrator

..Body

Whereas, By adopting the Climate Action Plan (CAP) in 2012, the Ann Arbor City Council ("City Council") committed to an ambitious, multi-strategy vision to address climate change by reducing community-wide greenhouse emissions (8% by 2015, 25% by 2025, and 90% by 2050 relative to year 2000 baseline carbon dioxide equivalent (CO2e) emissions levels);

Whereas, the Environmental Commission and many community and student groups have advocated for Ann Arbor's declaration of a climate emergency;

Whereas, The Office of Sustainability and Innovations ("OSI") was created in FY19 in order to actualize the goals created and reaffirmed by City Council;

Whereas, The Office of Sustainability and Innovations has created a 5-year work plan that will help the City achieve a 25% reduction in community-wide greenhouse gas emissions by the year 2025, based on 2000 levels;

Whereas, Despite the City's goals and progress to-date, the global climate is changing at a rate that necessitates bolder action to reduce greenhouse gas emissions, including getting to net zero emissions as soon as possible;

Whereas, over 19,000 scientists have signed a Second Warning to Humanity proclaiming that "a great change in our stewardship of the Earth and the life on it is required, if vast human misery is to be avoided",

Whereas, City Council realizes that climate change has direct and pressing impacts on all aspects of public health, safety, and general welfare;

Whereas, Great community interests exists to support the ~~City's~~ efforts to achieve community-wide carbon neutrality in a just and equitable manner;

Whereas, the University of Michigan has convened The President's Commission on Carbon Neutrality (PCCN), which commission includes Ann Arbor staff, for the purpose of working together with community and regional partners toward shared carbon neutrality goals;

Whereas, Creating a climate neutrality plan ~~now is necessary means the City can to~~ identify, plan for, budget, and work towards implementing the ~~easy as well as the more challenging~~ actions required to achieve community-wide carbon neutrality ~~as a community-; and~~

Whereas, Funding for public engagement is available in the FY2020 Office of Sustainability and Innovations budget;

RESOLVED, that the Ann Arbor City Council declares a climate emergency and commits to take action as a result of that declaration;

RESOLVED, The Ann Arbor City Council supports a public engagement process, beginning immediately, that helps outline how the entire Ann Arbor Community could achieve carbon neutrality by the year 2035, a target date that is both ambitious and achievable;

RESOLVED, City Council requests that the City Administration develop a draft plan for how the Ann Arbor community could achieve carbon neutrality ("2035 Carbon Neutral Ann Arbor Plan") to be presented to Council not later than March 31, 2020 to support its presentation on Earth Day 2020;

RESOLVED, City Council directs the City Administrator to design and execute a community engagement process that culminates with a draft strategy for how the Ann Arbor community could achieve carbon neutrality around the year 2035-;

RESOLVED, City Council directs the City Administrator to seek and facilitate collaboration with the University of Michigan and the PCCN to create and realize the 2035 Carbon Neutral Ann Arbor Plan;

RESOLVED, City Council requests the City Administrator to consider the likely outcomes of the in-development 2035 Carbon Neutral Ann Arbor Plan as he develops the FY21 Budget Planning process and, ultimately, the FY21 Budget.

Sponsored by: Mayor Taylor and Council Members Bannister and Smith



Community Engagement Strategy

Working for and with our community to equitably transition to carbon neutrality.



Carbon Neutrality Work Streams



Timeline		Carbon Neutrality Planning Timeline	Completed by
☐	Nov 2019	City Council Passes Carbon Neutrality Commitment & Process Launches City hosts Carbon Neutrality Town Hall (November 13) Launch Technical Advisory Committee (November 13) Partnership meeting hosted and MOU's launched (November 13) Brand and logo launched Full public engagement schedule announced Planning website launched Monthly email announcement sent to the public Fact sheet on carbon neutrality planning process created	
☐	Dec 2020	Carbon Neutrality Planning Underway All partner events scheduled Equity training for partners and TAC members Partner webinar/meeting to gauge progress/make refinements Public engagement events with partners underway Second Technical Advisory Committee meetings held {Potential} Technical consultant hired to develop detailed GHG reduction and cost estimates for proposed strategies	
☐	Jan 2020	Carbon Neutrality Planning Underway Third Technical Advisory Committee meetings held. Draft recommendations provided Second Town Hall Meeting (full day) Public engagement events with partners continue Public voting (via website) on draft recommendations City Sustainability Forum on Carbon Neutrality / Climate Migration {Potential} Launch of Climate Ambassadors to gather public input on proposed carbon neutrality actions	
☐	Feb 2020	Carbon Neutrality Planning Underway Fourth Technical Advisory Committee meetings Public engagement events with partners continue City Sustainability Forum on Carbon Neutrality Continued public voting on potential carbon neutrality actions	

		Refinement of budget associated with proposed actions	
☐	Mar 2020	Carbon Neutrality Planning Finalized Final Technical Advisory Committee meetings City Sustainability Forum on Carbon Neutrality Final round of public voting on proposed actions Public engagement events with partners continue Prepare final plan for presentation to Council	
☐	Apr 2020	Plan Presentation (& Adoption) Present final plan, in tandem with partners, to City Council Organize and host public release of plan at Earth Day celebration	
	May 2020+	Plan Implementation and Continual Engagement Work with partners to revise the plan as needed Work with partners and the community to implement the plan Report on process at least annually	

DRAFT

11/2/2019

Fw: Invitation to partner with the City of Ann Arbor on a carbon neutrality planning process - kmichalowski@gmail.com - Gmail

From: Stults, Missy <MStults@a2gov.org>
Sent: Wednesday, October 30, 2019 12:55 PM
To: Beth Bashert <mayer@cityofypsilanti.com>
Subject: Invitation to partner with the City of Ann Arbor on a carbon neutrality planning process

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mayor Bashert –

First and foremost, I wanted to say how lovely it was to see you a few weeks ago. Thank you for making the time to meet. I really look forward to future opportunities for collaboration.

On that note, I don't know if you've heard, but the City of Ann Arbor is about to embark on a carbon neutrality planning process that outlines what actions are needed for our entire community to achieve a just transition to carbon neutrality in the near future. I can't possibly imagine a world in which we could achieve carbon neutrality without the City of Ypsilanti. That said, I wanted to reach out to see if you thought the City would be interested in joining the City as a co-sponsor of this initiative?

Being a co-sponsor means: 1) sharing your logo on outreach materials related to the carbon-neutrality planning process and associated events; 2) sharing information about the various carbon neutrality planning efforts with your network; 3) trying to have a presence at a partners only meeting we're hosting on the 13th from 4pm-5:30pm, right before a public Carbon Neutrality Town Hall begins; and 4) agreeing to partner with the City on at least one additional outreach event related to carbon neutrality between November and March of next year (likely it will be an existing meeting you already have where we can tag along). In total, the City anticipates holding dozens of events with various members of our community between now and the end of March. Having the City of Ypsilanti as a partner will help us reach a critical segment of our community.

So far we have secured partnerships from: National Wildlife Federation; Neutral Zone; Community Action Network; Citizens Climate Lobby; Ecology Center; Ann Arbor 2030 District; Interfaith Council for Peace and Justice; Michigan Environmental Council; Washtenaw 350; Ann Arbor Area Elders Climate Action Chapter; American Institute of Architects Huron Valley Chapter; University of Michigan; Washtenaw Climate Reality; Building Matters Ann Arbor; Michigan League of Conservation Voters; Sierra Club Huron Valley Group; A2 Climate Mobilization; Leslie Science and Nature Center; The Hands on Museum; Michigan Climate Action Network; Ann Arbor/Ypsilanti Regional Chamber; Ann Arbor Housing Commission; THRIVE Collaborative; Michigan Interfaith Power and Light; Washtenaw County Democrats; American Society of Adaptation Professionals; and Washtenaw Bicycling and Walking Coalition. It would be amazing to add the City of Ypsilanti to that list. Oh, and we've reached out to the County as well about partnering but haven't heard back yet.

I realize this is a lot to digest so feel free to give me a call or send me an email if you have any questions, thoughts, or just want to discuss in greater detail. Thank you for considering and we look forward to working with you to ensure our entire community and region is clean, safe, and just.

All the best,
Missy

Missy Stults, PhD
Sustainability and Innovations Manager
City of Ann Arbor
301 East Huron Street, Fifth Floor
Ann Arbor, MI 48104
mstults@a2gov.org
734.794.6430 x 43725 (phone)
Ext. 43725 (internal City phone system)

11/8/2019

Gmail - A2 Carbon Neutrality Partner Update

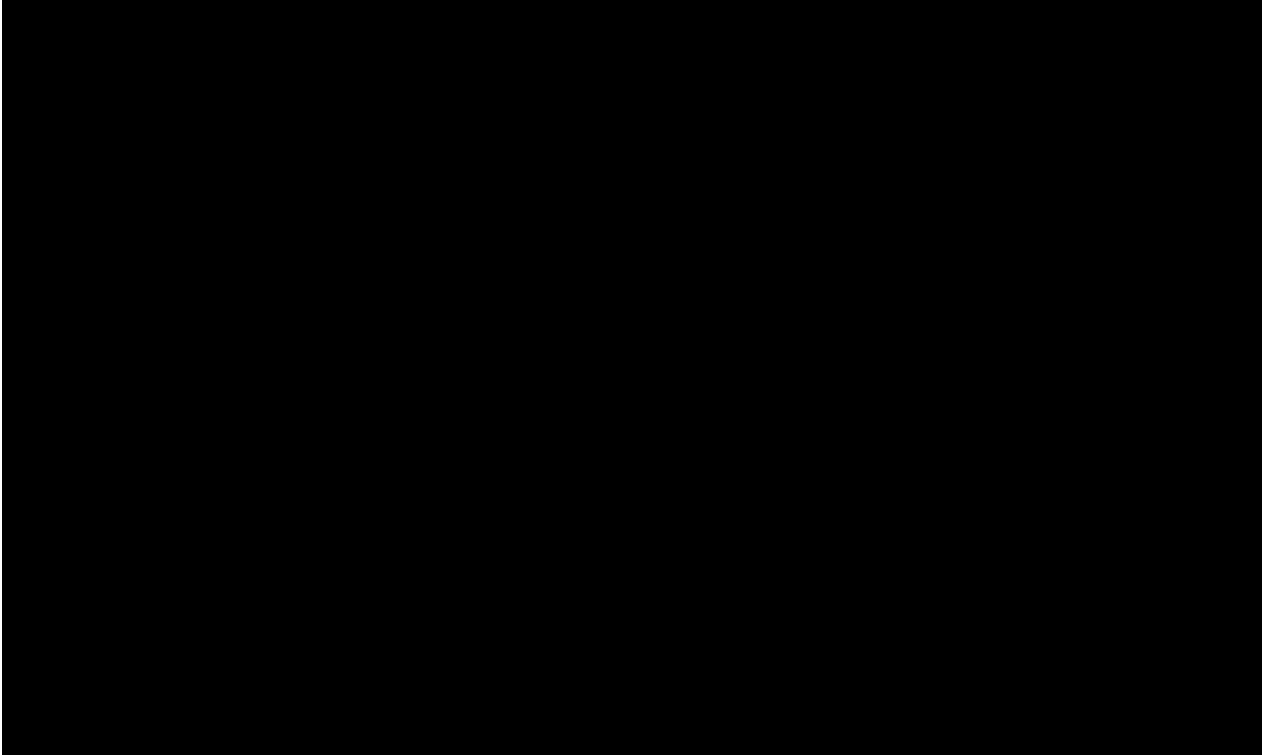


Keith Michalowski <kmichalowski@gmail.com>

A2 Carbon Neutrality Partner Update

Stults, Missy <MStults@a2gov.org>

Thu, Nov 7, 2019 at 9:45 PM



Dear all –

Thank you again for serving as a partner to the City of Ann Arbor as we embark on our carbon neutrality journey! This email contains details about next week's partner meeting, our overarching draft planning process, and how to start coordinating with the Office on our joint outreach efforts. If you have any questions about anything, please feel free to reach out to myself or Galen Hardy, the Community Outreach and Engagement Specialist in the Office of Sustainability and Innovations (ghardy@a2gov.org).

November 13th Partners Meeting

Our partners only meeting will take place from 4pm-5:30pm on Wednesday, November 13th. This meeting will be at Cobblestone Farm ([2781 Packard Street, A2 48108](#)). We'll likely be meeting in the upper level (loft) but folk will be at the registration table to welcome you. To make sure we have enough chairs and tables, please RSVP for this meeting [here](#).

Partner Update

As of this afternoon, we have 43 confirmed partners (and 4 tentative). If you can think of other folk we should invite to partner with the City on our carbon neutrality journey, please let Missy Stults know (mstults@a2gov.org). Our current list of partners includes: National Wildlife Federation; Neutral Zone; Community Action Network; Citizens Climate Lobby - Ann Arbor; Ecology Center; Ann Arbor 2030 District; Interfaith Council for Peace and Justice; Michigan Environmental

<https://mail.google.com/mail/u/0?ik=fb74bd3e7c&view=pt&search=all&permmsgid=msg-f%3A1649599957672171844&simpl=msg-f%3A16495999576...> 1/3

11/8/2019

Gmail - A2 Carbon Neutrality Partner Update

Council; Washtenaw 350; Ann Arbor Area Elders Climate Action Chapter; American Institute of Architects Huron Valley Chapter; University of Michigan; Washtenaw Climate Reality; Building Matters Ann Arbor; Michigan League of Conservation Voters; Sierra Club Huron Valley Group; A2 Climate Mobilization; Leslie Science and Nature Center; The Hands on Museum; Michigan Climate Action Network; Ann Arbor/Ypsilanti Regional Chamber; Ann Arbor Housing Commission; THRIVE Collaborative; Michigan Interfaith Power and Light; Washtenaw County Democrats; American Society of Adaptation Professionals; Washtenaw Bicycling and Walking Coalition; Colonial Square Cooperative; Walker Miller Energy Services; United Way of Washtenaw County; Lean and Green Michigan; Washtenaw Housing Alliance; Citizens Climate Lobby - UM Chapter; Forest Hills Cooperative; Ann Arbor Meals on Wheels; International Brotherhood of Electrical Workers Local 252; Ann Arbor Center for Independent Living; UM College Democrats; Students for Clean Energy; Great Lakes Renewable Energy Association; UM Climate Action Movement; Washtenaw Area Apartment Association

Logo Request

If you haven't yet, please send us your logo so we can include it on pertinent outreach materials. You can send logos to Missy Stults (mstults@a2gov.org).

Carbon Neutrality Planning Process

Enclosed we have a short, draft timeline that denotes some of the high-level activities the Office of Sustainability and Innovations will be working on over the next several months. We'll discuss this at our Wednesday meeting but if you have thoughts before then, feel free to send them our way.

Branding

We are currently working with a marketing and communications firm to create a brand and logo for the carbon neutrality planning process. That said, please consider all of our current materials draft as we'll be updating with the relevant color palette, logo, and branding once that process is complete. Also, we hope to launch a public engagement website next week. More details on that coming soon.

2nd Partner Meeting

Recognizing how incredibly busy we all are, we wanted to start scheduling our second partner meeting now. That said, please take a moment and share your availability for a second meeting in December. You can enter your availability [here](#).

Scheduling our Joint Events

We really look forward to working with each of you on a shared event. That said, if you have existing events you'd like us to put on our calendar, please send those events and details to Galen Hardy (ghardy@a2gov.org). We'll plan to discuss our shared schedule at the partner's meeting so please come with some ideas for what you'd like to do together and when you'd like to have that event so we can share with the full network.

I think those are the main points for now. We really look forward to seeing you all next week! All the best,

Missy

Missy Stults, PhD

Sustainability and Innovations Manager

City of Ann Arbor

301 East Huron Street, Fifth Floor

<https://mail.google.com/mail/u/0?ik=fb74bd3e7c&view=pt&search=all&permmsgid=msg-f%3A1649599957672171844&simpl=msg-f%3A16495999576...> 2/3

11/8/2019

Gmail - A2 Carbon Neutrality Partner Update

Ann Arbor, MI 48104

mstults@a2gov.org

734.794.6430 x 43725 (phone)

Ext. 43725 (internal City phone system)



Public Engagement Timeline 2.pdf

150K



Resolution No. 2019-011
11 November 2019

RESOLVED BY THE SUSTAINABILITY COMMISSION:

WHEREAS, the City of Ypsilanti formally committed to Climate Action¹ in July of 2012; and

WHEREAS, the City of Ypsilanti further showed their commitment through the creation of this Sustainability Commission; and

WHEREAS, the City Council approved funding for a consultant to aid in drafting a Sustainability Plan; and

WHEREAS, said consultant is currently conducting a through GHG inventory; and

WHEREAS, the City of Ann Arbor has invited the City of Ypsilanti to partner on the creation of a plan to achieve community wide carbon neutrality by 2035; and

WHEREAS, the Sustainability Commission of the City of Ypsilanti is committed to carbon neutrality; and

WHEREAS, the long term future of our planet depends on a collective effort in reducing carbon emissions;

NOW THEREFORE BE IT RESOLVED that the Sustainability Commission commits to a partnership with the City of Ann Arbor to achieve community wide carbon neutrality by 2035;

BE IT FURTHER RESOLVED that the Sustainability Commission recommends that City Council vote to budget staff, resources, and funding to support and achieve this goal.

OFFERED BY: Commissioner Michalowski

SUPPORTED BY: _____

YES:

NO:

ABSENT:

VOTE:

1. <https://cityofypsilanti.com/DocumentCenter/View/309/Climate-Action-Plan-PDF>



National Association of Conservation Districts

REQUEST FOR PROPOSAL URBAN AGRICULTURE CONSERVATION INITIATIVE FY2020

**NATIONAL ASSOCIATION OF CONSERVATION DISTRICTS
509 CAPITOL COURT NE
WASHINGTON DC 20002**

1. FUNDER BACKGROUND

The National Association of Conservation Districts (NACD) is the nonprofit organization that represents America's almost 3000 conservation districts¹, their state or territory associations and the elected/appointed officials who serve on their governing boards along with their professional staff.

NACD's mission is to serve conservation districts by providing national leadership and a unified voice for natural resource conservation. Among the goals of the organization are to:

- ✓ Represent conservation districts as their national voice on conservation issues;
- ✓ Analyze programs and policy issues that have an impact on local conservation districts;
- ✓ Build partnerships with federal and state agencies and other organizations in order to carry out conservation district priorities and programs;
- ✓ Provide useful information to conservation districts and their state associations; and
- ✓ Offer needed and cost-effective services to conservation districts.

NACD was founded on the philosophy that conservation decisions should be made at the local level with technical and funding assistance from federal, state and local governments and the private sector. As the national voice for all conservation districts, NACD supports voluntary, incentive-driven natural resource conservation programs that benefit all citizens.

2. INITIATIVE SUMMARY

The purpose of this Initiative is to increase the capacity to provide agriculture conservation technical assistance in communities where the land use is predominantly developed or developing land. Community health and sustainability will be enhanced by engaging citizens in agricultural conservation initiatives which benefit local residents.

The objective is to provide financial assistance to conservation districts for leadership and support in community agricultural conservation initiatives including technical expertise in project design and natural resource management (e.g. soil health, water quality, invasive species) that result in long-term natural resources protection for urban agricultural production through citizen engagement and partnerships.

According to the Michigan State University Center for Regional Food Systems' May 2014 report on *The Local Food Movement: Setting the Stage for Good Food*, "the local food movement in the United States has evolved over the past 25 years, including a more recent convergence with movements supporting food access and health, food justice, environment, food sovereignty, and racial equity."

Part of this evolution is the rapid expansion of urban agriculture across the nation. 'Urban agriculture' is defined by USDA National Agriculture Library as "taking the form of backyard, roof-top and balcony gardening, community gardening in vacant lots and parks, roadside urban fringe agriculture and livestock grazing in open space".

In order for urban agriculture to grow sustainably, conservation practices must be incorporated at all levels. This is a vital and viable role for the nation's conservation districts.

This NACD Urban Agriculture Conservation Initiative seeks to advance conservation districts' role by providing technical assistance funding for about 18 projects in predominantly developed and developing areas.

The aforementioned MSU report summarized it well by stating *"We have a tremendous opportunity to thoughtfully rebuild a food system by increasing local, good food commerce across all populations, especially those marginalized by race, ethnicity, gender, size of business/farm, or economic class. Local food advocates, along with advocates of food access and health, food justice, environment, food sovereignty, and racial equity all must understand and embrace their unique yet interdependent roles in realizing this opportunity."* Through this Initiative, NACD plans to encourage conservation districts to understand and embrace their role too.

3. PROPOSAL GUIDELINES

All of the following sections must be included in each proposal with clear and concise information for the Selection Team. Each category is limited to a 500-word count; any text over that will NOT be read by the Selection Team. Before writing these, applicants should review the Proposal Evaluation Criteria in Section 5.

A. Cover Page

Provide the district name and address, contact person name/phone number/email address, project title, project description in 50 words or less, and grant amount requested.

B. Applicant Eligibility

Only conservation districts¹ as established under their state enabling legislation are eligible to apply for and manage these funds if awarded. Applicants are strongly encouraged to design the project with additional partners in order to ensure long-term sustainability. However, funds cannot be totally subcontracted to one or more other entities.

Those who have received a previous UAC grant from NACD can apply for one additional grant cycle within the following criteria. The initial project must be completed and ongoing in some format to meet the original sustainability requirement. The new proposal will need to include a description of the first project's accomplishments, including metrics. It must also explain how the new activity/service will enhance the initial project and/or begin a separate project.

C. Project Description

Describe the community population and location, the potential for community and partners' support, the urban agriculture conservation assistance needs, and how the project will address those needs. Include the additional benefits of the project such as stormwater infiltration, invasive species management, community engagement, participant business skills, etc.

D. Geographic Focus

The Initiative is national in scope. Priority will be given to those projects that focus on predominantly developed and developing areas and additional points may be given to those with a special emphasis on underserved² areas including food deserts³.

E. Project Goals and Timeline

This is a one-year initiative running March 2020-February 2021. List the specific goals of the project along with the proposed timeline for each.

F. Project Sustainability

Describe how the project will be continued after the initial grant has ended. Include up to 5 letters of support from potential partners. Proof of the project sustainability is an important criteria.

G. District Capacity

Describe how this project will enhance the district's ability to provide conservation technical assistance (to urban agriculture) in predominantly developed and developing areas in the future.

H. Project Budget

NACD expects to grant up to \$50,000 each for approximately 18 projects. Budget categories are recommended in the chart below. No more than 15% of the NACD funds can be used for supplies and equipment; this means any outright purchases. No more than 10% of the NACD funds can be used for administrative costs. A match of 25% of the total NACD funds requested is required, including cash and/or in-kind services.

Provide a budget chart that clearly shows how the grant funds will be allocated (sample below). Include a brief explanation for each item. Place a '0' in the line items leaving blank. The amount requested must be totaled.

EXPENSE ITEM	NACD FUNDS	NON-NACD FUNDS AND/OR IN-KIND VALUE FOR 25% MATCH
Salary and Benefits		
Employee Support (training, mileage, etc)		
Consultant/Contractor		
Supplies, Equipment and Promotion (no more than 15%)		
Administrative (no more than 10%)		
Other (explain in detail)		
TOTAL		

I. Applicant Qualifications

Describe the conservation district's experience and expertise in providing technical assistance in urbanized settings, working with non-traditional partners and engaging communities and citizens. If the experience and/or expertise is limited, describe how the conservation district board of directors and staff will prepare for the project implementation. A resolution adopted by the district board must be submitted in writing stating the board has reviewed and approved the proposal and has addressed potential conflicts of interest.

J. Project Promotion

Describe how the project will be showcased at the local, state and national levels. Include how the project can be used to encourage/mentor other districts' work in urban agriculture conservation.

PROPOSAL AND PROJECT TIMELINE

ACTIVITY	TIMEFRAME
NACD Announcement and Promotion	October-December 2019
Applicant Proposal Deadline	January 10, 2020
NACD Proposal Review and Selection	January 2020
NACD Award Notification and Announcement	February 2020
Applicant Project Implementation	March 2020-February 2021
Applicant Quarterly Reports to NACD	Mar. 1-31, due Apr. 15 Apr. 1-Jun. 30, due Jul. 15 Jul. 1-Sep. 30; due Oct. 15 Oct. 1-Dec. 31; due Jan 15 A final report will be due at the conclusion of the grant period.

4. PROPOSAL EVALUATION CRITERIA

An NACD Selection Team will be appointed to provide for the independent review and evaluation of the proposals.

The Team will evaluate all proposals based on the following criteria. To ensure consideration, your proposal should completely meet these criteria:

- ✓ Project provides technical support to conservation aspects of urban agriculture as defined by the USDA National Agriculture Library and stated in the above Initiative Summary.
- ✓ Project addresses additional natural resource and community concerns.
- ✓ Project is designed at conservation district or multi-conservation district level.
- ✓ Proposal is signed off or approved by each involved conservation district board via an adopted resolution. Potential conflicts of interest are acknowledged and addressed according to state requirements.
- ✓ Proposal provides up to 5 letters of community support from an array of partners, especially nontraditional such as private sector and nonprofits.
- ✓ Proposal shows proof of project sustainability (e.g. inclusion in conservation district planning documents, sources of second year funding/in-kind services, etc.).
- ✓ If this is a request for a second grant, proposal shows completion and sustainability of initial project.
- ✓ Proposal shows the capacity of the district to provide urban and community conservation technical assistance will be enhanced.
- ✓ Projects that address the needs of underserved populations provide details as to how this will be done.
- ✓ Proposal demonstrates methods of project visibility and promotion.
- ✓ Information is provided in ALL the sections listed under Proposal Guidelines and within the 500-word count for each.

5. PROJECT REPORTING REQUIREMENTS

Grant awardees are required to submit quarterly reports to NACD demonstrating progress on the project and detailing all expenses to date. For uniformity, NACD will provide the quarterly and final report templates at the beginning of the project.

In addition, applicant must be willing to be interviewed post-project (i.e. six months to a year) about the long-term viability.

6. USDA NONDISCRIMINATION STATEMENT

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at www.ascr.usda.gov/complaint_filing_cust.html and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- 1) mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue SW, Washington, D.C. 20250-9410;
- 2) fax: (202) 690-7442; or
- 3) email: program.intake@usda.gov.

USDA is an equal opportunity provider, employer, and lender.

PROPOSALS MUST BE SUBMITTED IN PDF VIA EMAIL BY 11:59PM LOCAL TIME ON JANUARY 10, 2020 TO NACD AT deb-bogar@nacdn.org.

¹As stated in the NACD Bylaws, the term Conservation District shall refer to those entities of state, tribal and U.S. affiliated island governments such as territories, commonwealths and freely associated states in the Caribbean and Pacific Rim established in response to the standard soil conservation districts act originally distributed in 1937. This may also include other entities, such as the District of Columbia, which, in the opinion of the Board of Directors of NACD, have directly evolved from the standard soil conservation district act. These entities may be, known variously as Soil Conservation Districts, Soil and Water Conservation Districts, Conservation Districts, Natural Resources Conservation Districts, Natural Resource Districts, Resource Conservation Districts, or some other name.

The purpose of this Initiative is to increase the capacity to provide agriculture conservation technical assistance in communities where the land use is predominantly developed or developing land. Community health and sustainability will be enhanced by engaging citizens in agricultural conservation initiatives which benefit local resident

A. Cover Page (500 words)

- WCCD long term organization looking to reach out and connect with landowners and residents in developed areas of the county
- Develop partnership to provide resources and technical assistance in the City of Ypsi, Ypsi Township and Superior Township
- Build on the capacity of each organization to provide community-driven resources and education
- Increase visibility of tree planting efforts and workshop series through Earth Day event

B. Applicant Eligibility

The Washtenaw County Conservation District (WCCD) is a local arm of state government tasked with assisting residents with protecting their natural resources. The WCCD provides conservation resources through spring and fall tree and native plant distributions, provides educational opportunities and technical assistance and coordinates the Michigan Agricultural Environmental Assurance Program (MAEAP).

C. Project Description:

Planting and Sustaining Healthy Trees Project (PSHTP) is designed to increase the skills and capacity of landowners and residents interested in planting fruit and nut trees, establishing wildlife habitats on their properties and surrounding areas and increasing the number of planted trees in the developed areas of Washtenaw County. The PSHTP includes a series of four tree workshops for residents on topics pertaining to tree health in a built environment from planning, species selection, fertility and irrigation, pruning and disease and pest management. Trees will be offered to participants in the workshop series. 500 trees will be planted as part of an Earth Day event as a kick-off to the workshop series.

Other benefits:

- Pollinator habitat for urban beekeepers and farmers
- Community resilience through skill building
- Beautification and improving health of aging tree stand
- CO2 sequestration
- Storm water management
- Food sovereignty

-Connecting residents and landowners to technical and financial assistance through county, state and federal organizations

D. Geographic Focus:

City of Ypsilanti, Superior Township

E. Project Goals and Timeline:

I. Goals

- a. Increase tree planting and maintenance knowledge and/or skills of residents and landowners
- b. Increase tree cover and habitat
- c. Engage community partners and community expertise
- d. Promote technical and financial assistance programs through the NRCS

II. Objectives

- a. 4 workshops completed (2 in 2020, 2 workshops completed in 2021)
- b. Plant 500 trees at the Earth Day 2020 event
- c. Provide trees to workshop participants to plant at home and community gardens
- d. Create long term plan for providing resources and education long-term

III. Deliverables & Tasks

- a. 500 trees planted within Ypsilanti Township, City of Ypsilanti and/or Superior Township
 - Work with partners to identify public location for Earth Day tree planting event
 - Select tree species and quantity
 - Identify list of tools and resources for tree planting efforts
 - Identify who will be responsible for 3 years of ongoing maintenance of Earth Day planting
 - Order trees for planting by February 29, 2020
 - Order materials, tools and t-shirts for tree planting event
 - Reach out to partners to generate volunteers for Earth Day planting
- b. 2 workshops completed in 2020, 2 workshops completed in 2021
 - Identify workshop topics and presenters
 - Identify date, time and location of workshops
 - Create workshop pre and post evaluation tool to assess effectiveness of workshop

- Track attendees and contact information, gather evaluations from workshops
- Publicize workshops to community
- Survey residents and community partners on priority species to plant
- Order trees to be distributed as part of the Tree workshop series
- Promote Workshop series
 1. 2 articles published
 2. 6 facebook posts
 3. 1 website page updated
 4. 2 WCCD e-newsletters articles sent to 3400+ recipients
- c. Long-term plan for providing tree education and planting
- d. Complete grant report

F. Project Sustainability:

Describe how the project will be continued after the initial grant has ended. Include up to 5 letters of support from potential partners. Proof of the project sustainability is an important criteria

G. District Capacity:

Describe how this project will enhance the district's ability to provide conservation technical assistance (to urban agriculture) in predominantly developed and developing areas in the future.

The Washtenaw County Conservation District (WCCD) is a local arm of state government tasked with assisting residents with protecting their natural resources. The WCCD provides conservation resources through spring and fall tree and native plant distributions, provides educational opportunities and technical assistance and coordinates the Michigan Agricultural Environmental Assurance Program (MAEAP).

Megan DeLeeuw is the District Manager of the Washtenaw County Conservation District and holds a B.S. in Political Science and Philosophy, a certificate in Organic Agriculture, and has completed coursework towards a Master's in Business Administration with a focus on Sustainability Management and Analytics. Megan is founder of Hand Sown Farm, a certified organic vegetable farm in Washtenaw County. Megan served as Project Manager for a Beginning Farmer-Rancher Development Grant with Michigan State University and the Center for Regional Food Systems and was responsible for the development of farmer-led and field-based education. Megan served for three years as a Program Manager and Farmer with the Greening of Detroit and assisted with resource distribution, education and cooperative marketing for community gardeners and beginning urban farmers.

H. Project Budget:

No more than 15% of the NACD funds can be used for supplies and equipment; this means any outright purchases. No more than 10% of the NACD funds can be used for administrative costs. A match of 25% of the total NACD funds requested is required, including cash and/or in-kind services.

Amount Requested: \$49,912

EXPENSE ITEM	NACD FUNDS	NON-NACD FUNDS AND/OR IN-KIND VALUE FOR 25% MATCH
Salary and Benefits	\$31,395 (WCCD Ed. Coordinator)	
Employee Support (training, mileage, etc)	\$417 (Staff mileage for workshops, Earth Day event)	
Consultant/Contractor	\$400 (Workshop Presenter Honorariums) \$8,000 (Growing Hope for outreach, promotion, workshop assistance)	\$3,814.50 (50 Volunteers on Earth day event @ \$25.43/hr) \$1,017 (Township or City watering services from Earth Day event)
Supplies, Equipment and Promotion (no more than 15%)	\$700 (Earth Day Tshirts) \$4,000 (Trees for workshops)	\$2,300 (Tree supports and supplies, Township?) \$3,925 (Promotion, workshop materials, supplies, WCCD) \$900 (fruit trees for workshops, WCCD) \$2,000 (trees for Earth Day event, Washtenaw County)
Administrative (no more than 10%)	\$5,000 (WCCD Admin)	\$5,460 (WCCD)
Other (explain in detail)		\$80 (Coffee and beverages for workshops)
TOTAL	\$49,912	\$19,496.50



Resolution No. 2019-012
9 December 2019

RESOLVED BY THE SUSTAINABILITY COMMISSION:

WHEREAS, the Washtenaw County Conservation District is currently seeking a grant through the UNational Association of Conservation Districts;

WHEREAS, said grant would provide funds for:

1. A tree planting as part of an Earth Day event in partnership with Washtenaw County or County Parks;
2. Workshops for residents on tree planting and maintenance;
3. Training and equipment associated with whoever will be maintaining the trees planted from the event;

WHEREAS, the City of Ypsilanti would provide support by:

1. Promoting workshops to residents and encouraging tree planting and habitat as part of home or community lots (for pollination, water management , beautification, air quality, etc);
2. Connecting to neighborhood associations or equivalent to gauge their interest in planting and maintaining trees on an ongoing basis;
3. Helping to identify a site for the Earth Day tree planting effort, and helping to generate volunteers for this event;
4. Potentially committing staff time to maintenance of the trees that are planted during the Earth Day event if we cannot identify a local neighborhood association or community group or landscaping company who wants to do so;

NOW THEREFORE BE IT RESOLVED that the Sustainability Commission commits to a partnership with the Washtenaw County Conservation District to provide support for said grant and work together to increase the quantity and quality of our local tree population;

BE IT FURTHER RESOLVED that the Sustainability Commission recommends that City Council vote to budget staff, resources, and funding to support and achieve this goal.

OFFERED BY: Commissioner Michalowski

SUPPORTED BY: _____

YES:

NO:

ABSENT:

VOTE:



Keith Michalowski <kmichalowski@gmail.com>

Community GHG Inventory and Report Update

Henrik Mader <hmader@ecoworksdetroit.org>

Wed, Nov 27, 2019 at 1:18 PM

To: Bonnie Wessler <wesslerb@cityofypsilanti.com>

Cc: Steve Wilcoxon <swilcoxon@cityofypsilanti.com>, "ypsigypsy@gmail.com" <ypsigypsy@gmail.com>, Keith Michalowski <kmichalowski@gmail.com>, Christopher Jacobs <cjacobs@cityofypsilanti.com>, "dunwoodiematt@gmail.com" <dunwoodiematt@gmail.com>, Briana DuBose <bdubose@ecoworksdetroit.org>, Ronald Akers <rakers@cityofypsilanti.com>

Yes I believe we can begin to evaluate preliminary comparisons by sector and for municipal properties at this point. I will dig into this early next week and provide an initial assessment of what the comparison looks like. This will be reviewed in more detail in the final report as well.

Thanks!
Henrik

On Wed, Nov 27, 2019 at 12:44 PM Bonnie Wessler <wesslerb@cityofypsilanti.com> wrote:

This looks great. Are we able to make a meaningful comparison between this and our Climate Action Plan (2012)?

Thank you, and have a happy thanksgiving!

--

Bonnie Wessler, AICP

734/482.9707 (office)

bwessler@cityofypsilanti.com

she/her/hers

Sign up to receive City news and public notices here: <http://cityofypsilanti.com/list.aspx>

--

From: Henrik Mader <hmader@ecoworksdetroit.org>

Sent: Wednesday, November 27, 2019 12:39

To: Bonnie Wessler <wesslerb@cityofypsilanti.com>; Steve Wilcoxon <swilcoxon@cityofypsilanti.com>; ypsigypsy@gmail.com; Keith Michalowski <kmichalowski@gmail.com>; Christopher Jacobs <cjacobs@cityofypsilanti.com>; dunwoodiematt@gmail.com; Briana DuBose <bdubose@ecoworksdetroit.org>

Subject: Community GHG Inventory and Report Update

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi All,

Writing with a progress update on the GHG inventory and report. We received the updated utility data from DTE reflecting only properties within the City of Ypsilanti and I have updated ClearPath with the new information. Attached is an overview document of the community inventory with the revised utility energy use data. As we suspected the new figures are drastically lower and I have confirmed that the EMU data has not been double counted in our inventory process.

Additionally we have received transportation energy use data from Amtrak and confirmed the consumption data for YCUA's wastewater treatment and potable water supply processes.

At this point transportation is the only remaining inventory section that requires further clarification. While we currently have total VMT from SEMCOG's transportation model I have requested a more detailed breakdown separating road types to individually account for highway miles and in-boundary VMT.

Additionally I am planning to cross reference the SEMCOG figures with emissions data from the Database of Annual Road Transportation Emissions (DARTE). These figures use the [NASA carbon monitoring system](#) and numerous transportation datasets to generate total transportation emissions results on a 1-km grid. This will serve to validate our results and provide any adjustments necessary.

Please let me know if there are any questions or clarification I can provide. Thank you and enjoy your holidays!

Henrik

--

Henrik Mader

Energy Analyst, Strategic Community Initiatives

e. hmader@ecoworksdetroit.org

c: 313.444.0089

EcoWorks | Building Sustainable Solutions

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City of Ypsilanti Community GHG Inventory – Results to Date and ClearPath Report Update 11/27/2019

Disclaimer: Emissions figures contain transportation data that requires further delineation between highway miles and in-boundary transit. Preliminary results are not official and are provided for informational purposes only.

Inventory By Sector

CO₂e by sector for the selected inventory year.

Sector	CO ₂ e
Transportation & Mobile Sources	79,425
Solid Waste	1,759
Water & Wastewater	7,239
Commercial Energy	82,057
Industrial Energy	6,197
Residential Energy	67,499

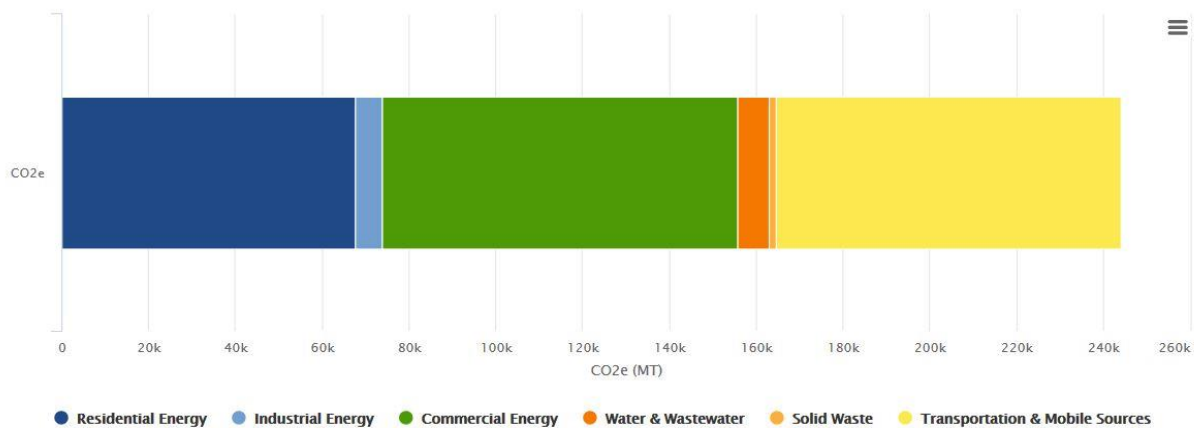


Fig. 1: Community emissions inventory by sector reflecting updated DTE utility energy data.

Inventory By Activity / Source and Sector

CO2e by activity / source and sector for the selected inventory year.

Scope	Sector	CO2e
Activity	Transportation & Mobile Sources	627
Activity	Solid Waste	1,699
Activity	Water & Wastewater	7,239
Activity	Commercial Energy	33,621
Activity	Industrial Energy	6,186
Activity	Residential Energy	40,438
Source	Solid Waste	59
Source	Industrial Energy	10
Source and Activity	Transportation & Mobile Sources	78,798
Source and Activity	Commercial Energy	48,436
Source and Activity	Residential Energy	27,061

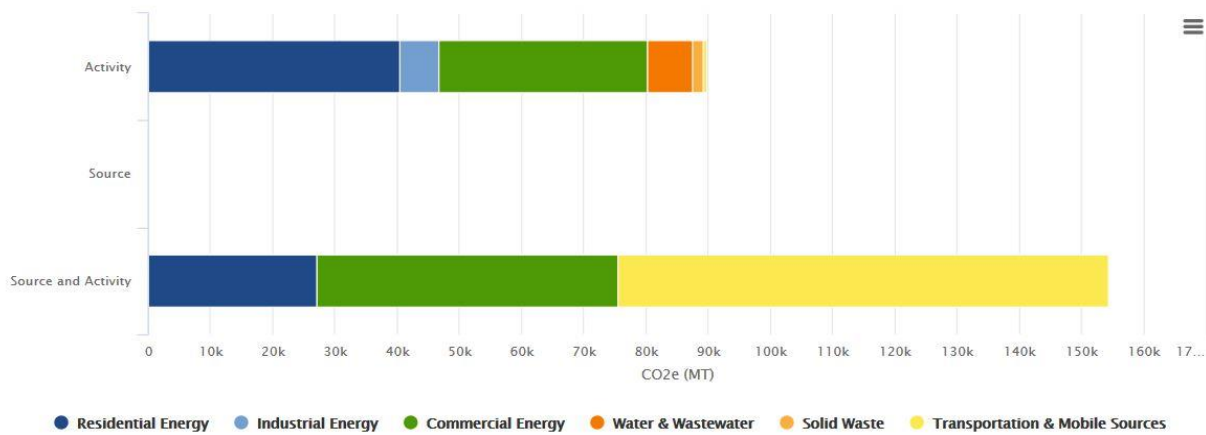


Fig. 2: Community emissions inventory by activity, source, and sector reflecting updated DTE utility energy use data.

Posted on: October 28, 2019

PUBLIC NOTICE: December 10, 2019 City Council Work Session - Roads/Recycling

CITY OF YPSILANTI

PUBLIC NOTICE

The Ypsilanti City Council will hold a Work Session in the City Council Chambers, located at 1 S. Huron, Ypsilanti, MI 48197 from 7:00 p.m. until 10:00 p.m. on December 10, 2019. The purpose of the meeting as to discuss the following:

Roads

Recycling

The City of Ypsilanti will provide necessary auxiliary aids and services, such as signers for people with hearing disabilities or audio tapes of printed materials for people with vision disabilities, upon two days' notice to the City of Ypsilanti. Those requiring these aids or services should contact the City of Ypsilanti at:

City Clerk's Office

One South Huron Street

Ypsilanti, Michigan 48197

(734) 483-1100

Andrew Hellenga

City Clerk

\$850, which is the same as last year. Mayor Edmonds said that hopefully this will reintroduce the idea while preparing for labor negotiations. Manager McMullan asked if the City would receive random results from the third party. Ms. Myris said the third party administrator will monitor if employees complete their assessment and health screening.

Council Member Robb said it's all in the plan and we have to sit down with our provider and explain what plan the City wants. Mayor Pro-Tem Richardson asked Council Member Robb how the provider would know to lower his deductible. Council Member Robb said you have to show proof of completing programs to help your health, but it is between you and your provider, not you and your employer.

On a roll call, the vote to approve Resolution No. 2016-251 was as follows:

Council Member N. Brown	Yes	Council Member Robb	Yes
Council Member Murdock	Yes	Mayor Edmonds	Yes
Mayor Pro-Tem Richardson	Yes	Council Member Vogt	Yes
Council Member A. Brown	Yes		

VOTE:

YES: 7

NO:

ABSENT: 0

VOTE: Carried

1. Resolution No. 2016-252, approving creation of a Sustainability Commission.

Moved by Council Member Anne Brown, seconded by Council Member Nicole Brown

Mayor Edmonds said that two years ago, Council voted during Goal Session to create a Sustainability Commission. Council Member Anne Brown said there is a question about whether the two Council Members and staff member would act as liaisons because Council Members are prohibited to serve on Boards and Commissions. Mr. Barr replied in the affirmative. Mayor Edmonds asked if the staff member should also act as a liaison. Mr. Barr answered in the affirmative.

Council Member Anne Brown stated that the commission would consist of nine members and two liaisons. Mayor Edmonds stated the Commission would consist of eight members if the two Council Members and the staff act as liaisons. Council Member Murdock suggested the Commission consist of nine members. Mayor Pro-Tem Richardson added if the Commission has nine members and three liaisons the Commission would include twelve members.

Council Member Murdock explained the possibility of this Commission was first discuss the issue was how would it be staffed. He said he spoke with Economic Development Director Beth Ernat about the possibility of staffing it with an intern; however, the City is unable to afford as many interns. He said the City is having difficulty staffing Boards and Commissions that it currently has. Mayor Edmonds agreed and said if it is possible to staff the Commission with an intern it would be preferred. She recommended a member of the Department of Public Service to staff the Commission.

Council Member Murdock stated Commission seats should not be designated to individuals with certain job classifications; they should be left more broadly. He added there is already a mechanism in place that would provide checks if individuals are appointed from outside the City. Mayor Edmonds said she worded the resolution to allow up to no more than three non-residents on the Commission.

Council Member Murdock said the resolution should state terms of office for Commissioners and suggested staggered three year terms. Mr. Barr agreed, and suggested that staff modify the resolution and resubmit it to Council.

Mayor Edmonds said she sees this as a chance to add one or two youth liaisons, under the age of 18 in a non-voting capacity. Mayor Pro-Tem Richardson asked if the Commission would have fourteen members. Council Member Nicole Brown explained the best practice is to include two youth members. Council Member Murdock said he thought this resolution should include the climate action plan and the Michigan Green Community Challenge. He said the City joined this program several years ago and should be part of the task of this Commission, as well as the alternate fuel policy. Mayor Edmonds responded she included the climate action plan, but the Commission would not be tasked with creating a plan. Councilmember Murdock said City Council adopted official plans and that should be reviewed; he said the climate action plan should be updated particularly in energy efficiency. Mayor Edmonds asked if Council Member Murdock feels like they need language change.

Mayor Pro-Tem Richardson asked if terms lengths were set. Council Member Robb said the creation of this Commission needs to be more thought out. He said that when the climate action plan was adopted it took fifteen months to write and it seems unlikely that a Commission of volunteers would be able to complete that task. He added the formation of this Commission would also take staff away from work they are currently working to complete. Council Member Murdock responded the climate action plan is broad and can be built upon.

Council Member Murdock said he has spoken with staff about how staff committee will support this Committee. Ms. Ernat said she thinks Planning Department should have a role and added each role of government should have a role in sustainability. She said it comes down to how quickly you want something and what that direction is.

Mayor Edmonds responded by saying one the strategies in some related sectors there is a health policy which is in the public health sphere. She said to her, it's a way to put another lens on it that might be something to move forward looking at the equity as they do in every policy. Council Member Anne Brown said that she and Mayor Pro-Tem Richardson met with the City of Southfield and they indicated that they look at 1 or 2 policies a year and work through those. Ms. Ernat said if she made a recommendation it would be to bring this forward as part of the goal setting. She said having everything ready at the goal setting time you could have everyone at the table saying this is what part that needs to be done. She stated that you would have a smaller committee and more break out subcommittees to have the committee identify what needs to be done, and a subcommittee to submit different things. She added that you would have a coordinator and a subcommittee feeding information back to the coordinator.

Mayor Edmonds responded that the scope of the commission is a lot of things outside of the municipal government. Ms. Ernat responded in the affirmative.

Mayor Edmonds said the role of this committee is creating priorities from existing plans. Council Member Murdock said the committee should focus on specific items. He added this committee would not be appointed before goal setting.

Council Member Murdock motioned to table until November 14th meeting, seconded by Council Member Anne Brown

Manager McMullan stated that usually when anything is done with the commission and involved with other departments, you normally make a resolution that says "subject to approval" and review by whatever department it is. Mayor Edmonds said she could probably find a grad student who could help in the initial year.

1. Resolution No. 2016-253, approving employee health insurance premiums.

Moved by Mayor Pro-Tem Richardson, seconded by Council Member Anne Brown

Ms. Myris said that we are looking at open enrollment; she said part of that is determining how much employees will pay towards their health care and share with employers. She said in years past the City used the 80/20 share and employees have become accustomed to that, she stated there are other options we can look at and that there is the hard cap which is a \$10,000 difference. She said that the good news is, overall because of the renewal payment with the reduction if we stayed with the 80/20 it is about a 1% decrease for the City and employees meaning there is no significant change.

Council Member Murdock said that a couple of our contracts have splits that are different from that. Ms. Myris agreed that the POAM and COAM has specific language that if the person is hired after July 1, 2012 and if they are over \$55,000 and if they choose a two person coverage, they have to pay 25%, if they have family they have to pay 30%. Council member Murdock asked if anyone has reached that and Ms. Myris said not at this time. Council Member Murdock said his thought on the resolution is if they repeal it, should there not be a reference on contract provisions. He said this makes it sound like everything is 80/20 but he said he doesn't know exactly how to word it.

Mayor Edmonds said that whereas City Council has decided on the 80/20 options the choice to comply with other acts except for POAM and COAM contracts. Mr. Barr said it is subject to Union Contracts.

Moved by Council Member Murdock to include the language subject to all Union Contracts, seconded by Council Member Anne Brown.

Council member Robb said health care costs are out of control. He said his biggest concern is that 11 people are paying over 10% of their salary to health care cost, this is 20% for the people that work at the City and this is our lowest paid employees. He said the goal setting next year needs to focus on health care plans because this is unsustainable. He said we are pushing all of this cost on our lowest paid employees and that is not good.

Mayor Edmonds asked Ms. Myris if she has any model for us to become a bigger unit from joining together or have a regionalism and jointly negotiate with others. Ms. Myris said she is unsure but can look into it. Council Member Robb replied that we have to renegotiate this contract because we offer a very specific plan and why we are locked into the Blue Cross Blue Shield since they are killing us financially. Council Member Murdock said that one of the first things we looked at when this first came out was splitting that 80/20 in total and it was a percentage in salary, he said that was because we would have employees pay 2% to their health care. He said the number would be manipulated because they were all used to paying a percentage not the percentage of a salary. He said that some system like that might resolve the imbalance on the low wage employees but would be difficult to negotiate.

Mayor Edmonds asked if a comparative study with other municipalities in the area has been done on this. She asked if we are paying different from others in our scale. She said that she is comparing insurance with 10 people on it while Council Member Robb is comparing to a plan that has thousands on it. Ms. Myris agreed saying that public and private would be very different. Council member Robb said that this plan locks in too many things. Mayor Edmonds said if we can look across our peer entities maybe we can see if they are locked in the same type of program and may give us an understanding on where the City should be.

On a roll call, the vote to approve Resolution No. 2016-253 was as follows:

Council Member N. Brown	Yes	Council Member Robb	No
Council Member Murdock	Yes	Mayor Edmonds	Yes
Mayor Pro-Tem Richardson	Yes	Council Member Vogt	Yes
Council Member A. Brown	Yes		

VOTE:

YES: 6 NO: 1 ABSENT: 0 VOTE: Carried

XII. LIASON REPORTS –

- A. SEMCOG Update
 - a. Nothing to Report
- B. Washtenaw Area Transportation Study
 - a. Nothing to Report
- C. Urban County
 - a. Tomorrow- having a presentation on land banking
- D. Freight House
 - a. Passed the test on the fire suppression system, in line for a conditional certificate
- E. Parks and Recreation
 - a. Meet next Tuesday
- F. Ypsilanti Downtown Development Authority
 - a. Met two weeks ago- the Thompson Block Façade Grant was rescinded because the project never began.
- G. Eastern Washtenaw Safety Alliance
 - a. Just had a meeting- discussed incident at Eastern, presentation from the City of Detroit, shared the Detroit Connect and Detroit Police Department App
- H. Police-Community Relations/Black Lives Matter Joint Task Force
 - a. Last meeting there was a committee report and was looking to invite Southfield's police chief to show how they are working through Citizen complaints and the oversight boards
- I. Friends of Rutherford Pool
 - a. Going through some of their 5 year plan and teasing out the committee work, the November meeting is not yet scheduled

XIII. COUNCIL PROPOSED BUSINESS –

Council Member Vogt- Requested a hidden driveway sign on North and South bound Hewitt, has been six to eight months and have not seen or heard anything. He said it is a dangerous curb and there have been a few high speed accidents there.

Council Member Nicole Brown- Stated some fallen branches from City property fell into a neighbor's yard. The neighbor called DPS but the branches are still present.

Council Member Robb- asked if the Smith Furniture building is on the vacant dangerous building list. Mr. Meyers responded no. Council Member Robb reported the building is vacant. Mayor Edmonds replied to that saying but it is not dangerous, it is secured. Council Member Robb said his only concern is that the people who owned it are building condos in Pittsfield Township and it would be nice to apply some pressure to them.

Council Member Murdock said just because it is secured does not mean it does not pose a risk. Council Member Robb agreed. Mayor Edmonds responded it is not on the dangerous building list. Mr. Robb



**CITY OF YPSILANTI
NOTICE OF ADOPTED ORDINANCE
Ordinance No. 1280**

An ordinance to establish a Sustainability Commission

1. THE CITY OF YPSILANTI HEREBY ORDAINS That

The Ypsilanti City Code is hereby amended by adding a new Division 5 Sustainability Commission, to Chapter 2 Administration, Article IV Boards and Commissions, as follows:

Division 5. SUSTAINABILITY COMMISSION

Section 2.171 Sustainability Commission Rationale

City Council by resolution 2016-258, dated November 14, 2016 set forth the reasons for a Sustainability Commission, including:

- a. To create a model of sustainability through efforts to advocate, educate and promote the social, economic and environmental health of the community now and into the future.
- b. To broaden the lens and scope of energy and environmental needs in the future such as wind, solar, clean air, water and improving infrastructure.
- c. To recognize natural resources as chief assets of the City of Ypsilanti and encouraging responsible stewardship of these assets.
- d. To collaborate with citizens, employees, employers, service providers and other governmental agencies and educational agencies to share ideas.
- e. To create a Sustainability Plan.
- f. To review the City of Ypsilanti's Climate Action Plan, Alternate Fuel Policy, the Michigan Green Communities Challenge, and other plans and policies and to continue the work of said plans and policies.
- g. To prioritize sustainability policies.

Section 2.172. Created

Pursuant to Ypsilanti City Charter section 9.03, a commission is hereby created known as the Ypsilanti Sustainability Commission,

- a. to consist of nine regular members, serving for staggered three year terms, and two non-voting youth members serving one year terms. two non-voting youth members to serve one year terms.

- b. There shall be a staff person assigned to the commission.
- c. There shall be a Council liaison appointed to the Commission by City Council.
- d. Commissioners shall be city residents, except that not more than three commissioners may be non-residents of the city of Ypsilanti.

Section 2.173 Appointment

Commissioners shall be appointed by the Mayor with the approval and confirmation of a majority of city council. Non-resident commissioners shall require a finding of the best interest of the city and approval and confirmation of not less than five affirmative votes of city council members.

Section 2.174 Duties

Duties of the Ypsilanti Sustainability Commission shall be to:

- a. Establish by-laws, subject to the approval of the City Council.
- b. Elect officers including a Commission chairperson.
- c. Establish a meeting schedule and meet at least quarterly.
- d. Take action to fulfill the reasons and rationale for the Sustainability Commission set out in Section 2.171, above.
- e. To report Commission actions and findings and make recommendations to City Council at least annually.

2. Severability. If any clause, sentence, section, paragraph, or part of this ordinance, or the application thereof to any person, firm, corporation, legal entity, or circumstances, shall be for any reason adjudged by a court of competent jurisdiction to be unconstitutional or invalid, such judgment shall not effect, impair, or invalidate the remainder of this Ordinance and the application of such provision to other persons, firms, corporations, legal entities, or circumstances by such judgment shall be confined in its operation to the clause, sentence, section, paragraph, or part of this Ordinance thereof directly involved in the case or controversy in which such judgment shall have been rendered and to the person, firm, corporation, legal entity, or circumstances then and there involved. It is hereby declared to be the legislative intent of this body that the Ordinance would have been adopted had such invalid or unconstitutional provisions not have been included in this Ordinance.

3. Repeal. All other Ordinances inconsistent with the provisions of this Ordinance are, to the extent of such inconsistencies, hereby repealed.

4. Savings Clause. The balance of the Code of Ordinances, City of Ypsilanti, Michigan, except as herein or previously amended, shall remain in full force and effect. The repeal provided herein shall not abrogate or affect any offense or act committed or done, or any penalty or forfeiture incurred, or any pending fee, assessments, litigation, or prosecution of any right established, occurring prior to the effective date hereof.

5. Copies to be available. Copies of the Ordinance are available at the office of the city clerk for inspection by, and distribution to, the public during normal office hours. A complete copy of the ordinance is also available for inspection on the City's website, www.cityofypsilanti.com.

6. Publication and Effective Date. The City Clerk shall cause this Ordinance, or a summary of this Ordinance, to be published by printing the same in the publication of record. This Ordinance shall become effective after publication at the expiration of 30 days after adoption.

MADE, PASSED AND ADOPTED BY THE YPSILANTI CITY COUNCIL THIS 24th DAY OF January, 2017.

Andrew Hellenga, Interim City Clerk

Attest

I do hereby confirm that the above Ordinance No. 1280 was published in The Washtenaw Legal News on the 19th day of December, 2016.

Andrew Hellenga, Interim City Clerk

CERTIFICATE OF ADOPTING

I hereby certify that the foregoing is a true copy of the Ordinance passed at the regular meeting of the City Council held on the 24th day of January, 2017.

Andrew Hellenga, Interim City Clerk

Notice Published: December 19, 2016

First Reading: January 10, 2017

Second Reading: January 24, 2017

Published: January 30, 2017

Effective Date: February 23, 2017

BY-LAWS OF THE SUSTAINABILITY COMMISSION – CITY OF YPSILANTI

INTRODUCTION

The City of Ypsilanti is committed to lead by example, promote public participation and engage in community partnerships that improve our quality of life and protect the natural systems that sustain life for present and future generations.

Sustainability Commission Mission

ARTICLE I. NAME AND PRINCIPAL CONTACT

The name of the organization shall be the City of Ypsilanti Sustainability Commission (hereafter referred to as "Commission").

Sustainability Commission Composition

Nine voting members, serving for staggered three year terms, and two non-voting youth members serving one year terms.

ARTICLE II. PURPOSE AND OBJECTIVE

The Commission was established by Ordinance 1280, City Code Section 2.171 et seq.-as a fundamental component of the City's programs in sustainability and environmental leadership.

Section 1. The Commission shall act as an advisory body to the City Mayor and Council in the development or initiation of programs or actions that will enhance and create sustainable practices within the community.

Section 2. The Commission shall:

- a. Create a model of sustainability through efforts to advocate, educate and promote the social, economic and environmental health of the community now and into the future.
- b. Broaden the lens and scope of energy and environmental needs in the future such as wind, solar, clean air, water and improving infrastructure.
- c. Recognize natural resources as chief assets of the City of Ypsilanti and encourage responsible stewardship of these assets.

- d. Collaborate with citizens, employees, employers, service providers and other governmental agencies and educational agencies to share ideas.
- e. Create a Sustainability Plan.
- f. Review the City of Ypsilanti's Climate Action Plan and Alternate Fuel Policy along with the Michigan Green Communities Challenge and other plans and policies and to continue the work of said plans and policies.
- g. Prioritize sustainability policies.

ARTICLE III. MEMBERSHIP AND APPOINTMENT

Section 1. The voting members of the Commission shall include representatives that have a professional affiliation with, or expertise in, one or more of the following areas:

- a. Energy
- b. Sustainable land use and transportation
- c. Open space and land preservation
- d. Green building practices
- e. Air quality/climate
- f. Water quality
- g. Recycling/waste reduction
- h. Environmental justice
- i. Education
- j. Small and/or local business
- k. Green jobs/workforce training
- l. Human/environmental health
- m. Agriculture/food security
- n. Community, grassroots environmental efforts
- o. Finance and governance

Section 2. Staff from the City of Ypsilanti shall attend in a nonvoting capacity to serve as a liaison between the City Mayor, City Council and the Commission.

Section 3. The Commission shall, by a majority of a quorum of the Commission at a proper meeting, supervise and direct the business and affairs of the Commission, except as otherwise expressly provided by law or these bylaws.

Section 4. Commissioners shall be city residents, except that not more than three commissioners may be non-residents of the city of Ypsilanti. Appointment Commissioners shall be appointed by the Mayor with the approval and confirmation of a majority of city council. Non-resident commissioners shall require a finding of the best interest of the city and approval and confirmation of not less than five affirmative votes of city council members.

Section 5. The Commission may recommend candidates to the Mayor for appointment.

Section 6. Vacancies shall be filled by the following process:

- a. The Mayor, is notified of the vacancy by the City Clerk;
- b. The Commission may request nominations, review applications, and make recommendations to the Mayor;
- c. Mayor selects members to serve on the Commission;
- d. The City Council confirms the appointment; and
- e. A person appointed to fill a vacancy shall serve the balance of the unexpired term.

Section 7. Members shall serve for a term of three (3) years and may be reappointed for one (1) subsequent three (3) year term subject to the following:

- a. Terms will be based on the city's fiscal year, July 1 – June 30.
- b. Any member may resign at any time by giving written notice of such resignation to the Chair of the Commission and to the Mayor through the Office of the Mayor.
- c. The Mayor may remove any member according to law.
- d. The Commission Chair and Vice-Chair, elected by majority vote of the commission at the beginning of each fiscal year, shall serve in the office of chair or vice chair for one year terms.
- e. The City Council, upon recommendation of the Mayor, may remove a member for official misconduct, willful neglect of duty, extortion, habitual drunkenness, conviction of being drunk, or conviction of a felony.

ARTICLE IV. MEETINGS

- a. Meetings of the Sustainability Commission shall be held on the first Monday of each month except when a holiday or other special circumstance requires a change in meeting time. When possible, the re-scheduled meeting day will be the second Monday of the month. The time of the meeting being 7:00 P.M.
- b. Special meetings may be held at the call of the Chair, or in her or his absence, the Vice-Chair.
- c. All meetings shall be open to the public and subject to the Open Meetings Act.
- d. The Chair or Vice-Chair may authorize a telephone or e-mail poll of the members of the Commission for the purpose of canceling a meeting.
- e.—Three unexcused absences from regular meetings in a fiscal year shall create a vacancy in the office and, after 14 days' notice to the absent member, the Mayor shall fill the vacancy by appointment with the consent of City Council.

ARTICLE V. AMENDMENTS

These bylaws may be amended by two thirds vote of a quorum of members attending a meeting called to consider the question of amendment. Notice of the meeting shall be announced at a regular meeting not less than 14 days before the meeting to amend, and a copy of the meeting notice and the proposed amendments must be furnished each member, in writing, by personal service, first class mail or e-mail.

Ordinance No. 1280 - An ordinance to establish a Sustainability Commission 1. THE CITY OF YPSILANTI HEREBY ORDAINS That The Ypsilanti City Code is hereby amended by adding a new Division 5 Sustainability Commission, to Chapter 2 Administration, Article IV Boards and Commissions, as follows: Division 5. SUSTAINABILITY COMMISSION Section 2.171 Sustainability Commission Rationale City Council by resolution 2016-258, dated November 14, 2016 set forth the reasons for a Sustainability Commission, including: a. To create a model of sustainability through efforts to advocate, educate and promote the social, economic and environmental health of the community now and into the future. b. To broaden the lens and scope of energy and environmental needs in the future such as wind, solar, clean air, water and improving infrastructure. c. To recognize natural resources as chief assets of the City of Ypsilanti and encouraging responsible stewardship of these assets. d. To collaborate with citizens, employees, employers, service providers and other governmental agencies and educational agencies to share ideas. e. To create a Sustainability Plan. f. To review the City of Ypsilanti's Climate Action Plan, Alternate Fuel Policy, the Michigan Green Communities Challenge, and other plans and policies and to continue the work of said plans and policies. g. To prioritize sustainability policies. Section 2.172. Created Pursuant to Ypsilanti City Charter section 9.03, a commission is hereby created known as the Ypsilanti Sustainability Commission, a. to consist of nine regular members, serving for staggered three year terms, and two non-voting youth members serving one year terms. two non-voting youth members to serve one year terms. S:\Clerk's Office\Ordinances\2017 Ordinances\Adopted Ordinance Sustainability Commission.doc b. There shall be a staff person assigned to the commission. c. There shall be a Council liaison appointed to the Commission by City Council. d. Commissioners shall be city residents, except that not more than three commissioners may be non-residents of the city of Ypsilanti. Section 2.173 Appointment Commissioners shall be appointed by the Mayor with the approval and confirmation of a majority of city council. Non-resident commissioners shall require a finding of the best interest of the city and approval and confirmation of not less than five affirmative votes of city council members. Section 2.174 Duties Duties of the Ypsilanti Sustainability Commission shall be to: a. Establish by-laws, subject to the approval of the City Council. b. Elect officers including a Commission chairperson. c. Establish a meeting schedule and meet at least quarterly. d. Take action to fulfill the reasons and rationale for the Sustainability Commission set out in Section 2.171, above. e. To report Commission actions and findings and make recommendations to City Council at least annually. 2. Severability. If any clause, sentence, section, paragraph, or part of this ordinance, or the application thereof to any person, firm, corporation, legal entity, or circumstances, shall be for any reason adjudged by a court of competent jurisdiction to be unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remainder of this Ordinance and the application of such provision to other persons, firms, corporations, legal entities, or circumstances by such judgment shall be confined in its operation to the clause, sentence, section, paragraph, or part of this Ordinance thereof directly involved in the case or controversy in which such judgment shall have been rendered and to the person, firm, corporation, legal entity, or circumstances then and there involved. It is hereby declared to be the legislative intent of this body that the Ordinance would have been adopted had such invalid or unconstitutional provisions not have been included in this Ordinance. 3. Repeal. All other Ordinances inconsistent with the provisions of this Ordinance are, to the extent of such inconsistencies, hereby repealed. 4. Savings Clause. The balance of the Code of Ordinances, City of Ypsilanti, Michigan, except as herein or previously amended, shall remain in full force and effect. The repeal provided herein shall not abrogate or affect any offense or act committed or done, or any penalty or forfeiture incurred, or any pending fee, assessments, litigation, or prosecution of any right established, occurring prior to the effective date hereof.

Council Member Bashert stated work sessions will be helpful but if there is something outside of topic from that work session Council will want a report. It is not tolerable to receive items at the last moment before needing to be approved with little information to make a decision.

On a roll call, the vote to approve Resolution No. 2017-243 was as follows:

Mayor Pro-Tem Brown	Yes	Council Member Robb	Yes
Council Member Murdock	Yes	Mayor Edmonds	Yes
Council Member Richardson	Yes	Council Member Vogt	Yes
Council Member Bashert	Yes		

VOTE:

YES: 7 NO: 0 ABSENT: 0 VOTE: Carried

4. Resolution No. 2017-238, approving the recommendations from the Sustainability Commission for the working definition of sustainability.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the City of Ypsilanti Sustainability Commission was created by ordinance of the city council on January 24, 2017, to create a model of sustainability for our community, prepare a sustainability plan, and prioritize sustainability policies, among other tasks; and

WHEREAS, to undertake its responsibilities delegated to it by ordinance, the Sustainability Commission must work with clear direction from the city council, including an approved working definition of the term 'sustainability' as its meaning is to be applied to the City of Ypsilanti; and

WHEREAS, the Sustainability Commission prepared and approved for recommendation to the city council a proposed working definition of 'sustainability';

NOW THEREFORE BE IT RESOLVED BY THE CITY OF YPSILANTI that the following working definition of the term 'sustainability' as recommended by the Ypsilanti Sustainability Commission is hereby approved to guide the work of the commission:

"SUSTAINABILITY: Achieving a balance of ecological, social, and economic considerations to provide for an equitable path for the growth and improvement of our community in the uses of our resources, remaining conscious of the historical context, while ensuring the availability and vitality of those resources for future generations."

OFFERED BY: Council Member Bashert

SECONDED BY: Council Member Vogt

Sustainability Commission Chair Keith Michalowski stated the Sustainability Commissions view is a structured view and planning view with a goal to shape the future. The Commission feels this is a sound definition and invited the committee chair to answer any questions. Tom Kovacs stated there are many definitions of sustainability and the commission felt it is necessary to define sustainability to understand its mission. There are certain commonalities in all definitions of sustainability which are the balance of ecological, social, and economic considerations.

Mayor Edmonds stated in the sustainability world resilience is becoming more of a framing term around this work.

Council Member Bashert stated it has been a pleasure to work with the Sustainability Commission. The energy, drive, and level of knowledge on that commission is amazing. She sees them putting into place a plan starting with keystones such as this definition. She expects a lot of policy moving from that commission.

On a roll call, the vote to approve Resolution No. 2017-238 was as follows:

Mayor Pro-Tem Brown	Yes	Council Member Robb	Yes
Council Member Murdock	Yes	Mayor Edmonds	Yes
Council Member Richardson	Yes	Council Member Vogt	Yes
Council Member Bashert	Yes		

VOTE:

YES: 7 NO: 0 ABSENT: 0 VOTE: Carried

5. Resolution No. 2017-239, approving recommendations from the Sustainability Commission for sustainable development requirements.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the City of Ypsilanti Sustainability Commission was created by ordinance of the city council on January 24, 2017, to create a model of sustainability for our community, prepare a sustainability plan, and prioritize sustainability policies, among other tasks; and

WHEREAS, the Sustainability Commission has prepared recommendations for the city council to ensure all development within the city is sustainable development and is consistent with the working definition of sustainability approved by the commission and the city council; and

WHEREAS, the City Attorney has expressed concerns regarding the legality of some of the proposed regulations for sustainable development presented by the commission;

NOW THEREFORE BE IT RESOLVED BY THE CITY OF YPSILANTI that the city council hereby schedules the recommendation from the Sustainability Commission for establishment of certain requirements for sustainable development for further consideration at its November 9, 2017, regular meeting to address legal and other city staff concerns and to provide direction to the commission on any change to the requirements that may be desired by the city council.

OFFERED BY: Council Member Bashert

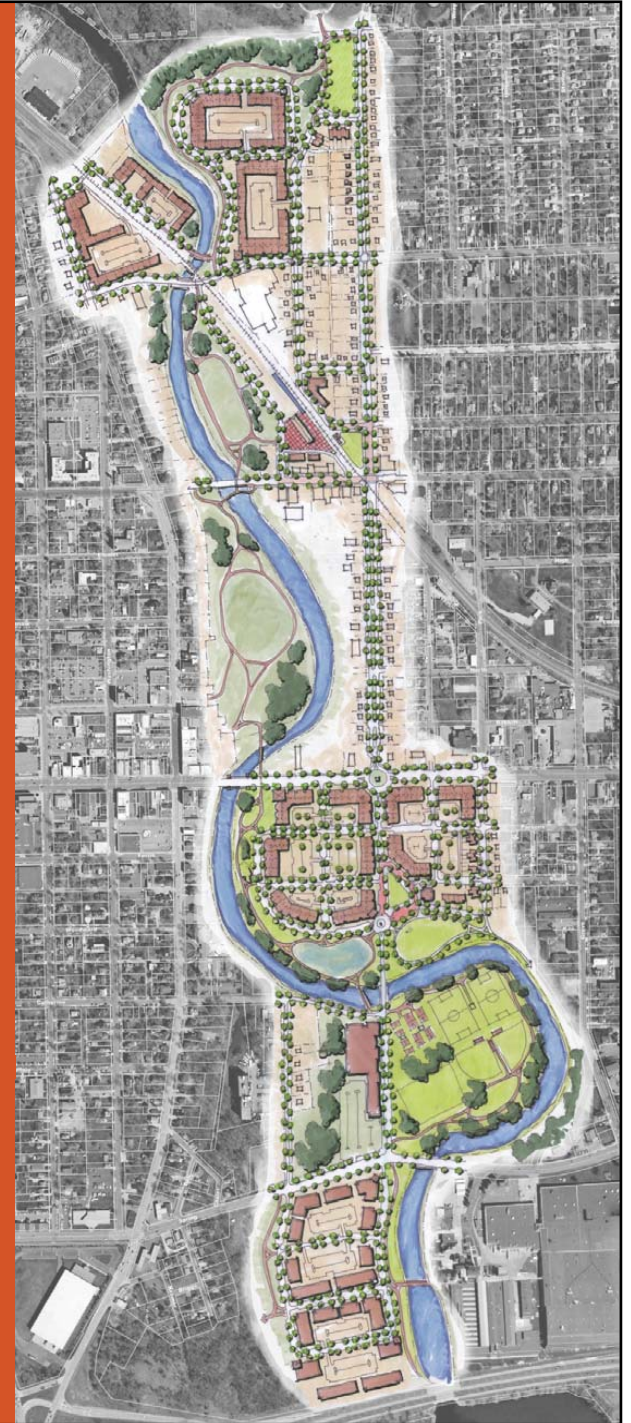
SECONDED BY: Council Member Murdock

Council Member Murdock moved a friendly amendment to change the November 9th date to the first meeting in November.

Council Member Bashert accepted the friendly amendment.

Mr. McClary stated the concerns provided by the Attorney's Office regarding some of the recommendations City Council would not have the authority to require in development. Council Member Richardson asked for clarification. Mr. DuChene explained that property tax relief and protection for low income and retired age residents raises two concerns. One the state sets the taxes and needs to operate within that statute and rent control is prohibited by the state. He has some drafting concerns regarding the stipulations set, such as "solar energy" which provides no definition for what that means.

Shape Ypsilanti



MASTER PLAN FOR A SAFE, DIVERSE, SUSTAINABLE CITY
ADOPTED: OCTOBER 16, 2013

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Acknowledgements

A special thanks to all who gave their time, energy and input to make this plan possible, especially

SHAPE YPSILANTI STEERING COMMITTEE

Rod Johnson, Planning Commission Chair
Richard Murphy, Planning Commission Vice-Chair
Phil Hollifield, Planning Commissioner
Pete Murdock, City Council Member, Ward 3
Ricky Jefferson, City Council Member, Ward 1
Anne Stevenson, Historic District Commission, Ward 2
D'Real Graham, Recreation Commission
Leigh Greden, EMU Administration, DDA Chair & Eastern
Leaders' Group Co-Chair
Bee Roll, Owner of beezy's cafe
Teresa Gillotti, City Planner at City of Ypsilanti
Desmond Miller, EMU student & Student Council President

YPSILANTI CITY COUNCIL

Paul Schreiber, Mayor
Lois Richardson, Mayor Pro-Tem, Ward 1
Ricky Jefferson, Ward 1
Susan Moeller, Ward 2
Daniel Vogt, Ward 2
Peter Murdock, Ward 3
Brian Robb, Ward 3

CITY OF YPSILANTI PLANNING COMMISSION

Rod Johnson, Chair
Richard Murphy, Vice-Chair
Mark Bullard
Phil Hollifield
Kelly Weger
Gary Clark
Brett Lenart
Cherly Zuellig
Daniel Lautenbach
Anthony Bedogne
Heidi Jugenitz

CITY STAFF

Ralph Lange, City Manager
Nan Schuette, Executive Secretary
Teresa Gillotti, Planner II
Bonnie Wessler, Planner I
Emily Baxter, Planning Assistant

ALL WHO PARTICIPATED

Over 400 focus group and charrette participants
2,038 people who like Shape Ypsi on Facebook
128 twitter followers
1,387 people who visited ShapeYpsi.com
155 e-mail newsletter subscribers
All the people who shared in this plan in thought, word and deed

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Chapter 1: Small City. Unique History. New Plan.

“After careful review of many recent local plans, the City requests that respondents set aside existing templates and consider instead new approaches to a hybrid policy/land-use plan for the City of Ypsilanti.”

–Request for Proposal, City of Ypsilanti, July 2012

The City of Ypsilanti is a small city of 4.3 square miles in southeastern Michigan. Located in Washtenaw County, it is within 15 miles of Detroit Metro Airport, 10 miles of Ann Arbor and 35 miles from Detroit. A distinctly urban place, its population density is one of the highest in Washtenaw County, at roughly 6.4 people per acre.

Ypsilanti is a historic community. It was the second city to incorporate in the State of Michigan, and has the fifth largest historic district in the state. Eastern Michigan University (EMU) was founded here in 1849. Transportation features prominently in Ypsilanti's history, with the Chicago Road and Michigan Central Railroad driving the growth of the city's various industries through the 19th and early 20th century. In the mid-20th century, the Willow Run plant and airport, and I-94 and US-23 continued the city's location advantages, while automotive plants in and around the city tied the city's manufacturing economy to transportation as well.

EMU continues to be a major employer and economic driver. It is the largest land owner in the City and the largest taxpayers are now primarily rental property owners.

However, the City's economy has fundamentally changed with the decline of the automotive industry and manufacturing. Since 2001, Ypsilanti has lost close to 1,600 manufacturing jobs. This economic shift has caused both a reduction in real and personal property tax revenue, and an increase in vacant or under utilized industrial spaces. No single industry has emerged to replace the jobs and taxes generated by the automobile industry.

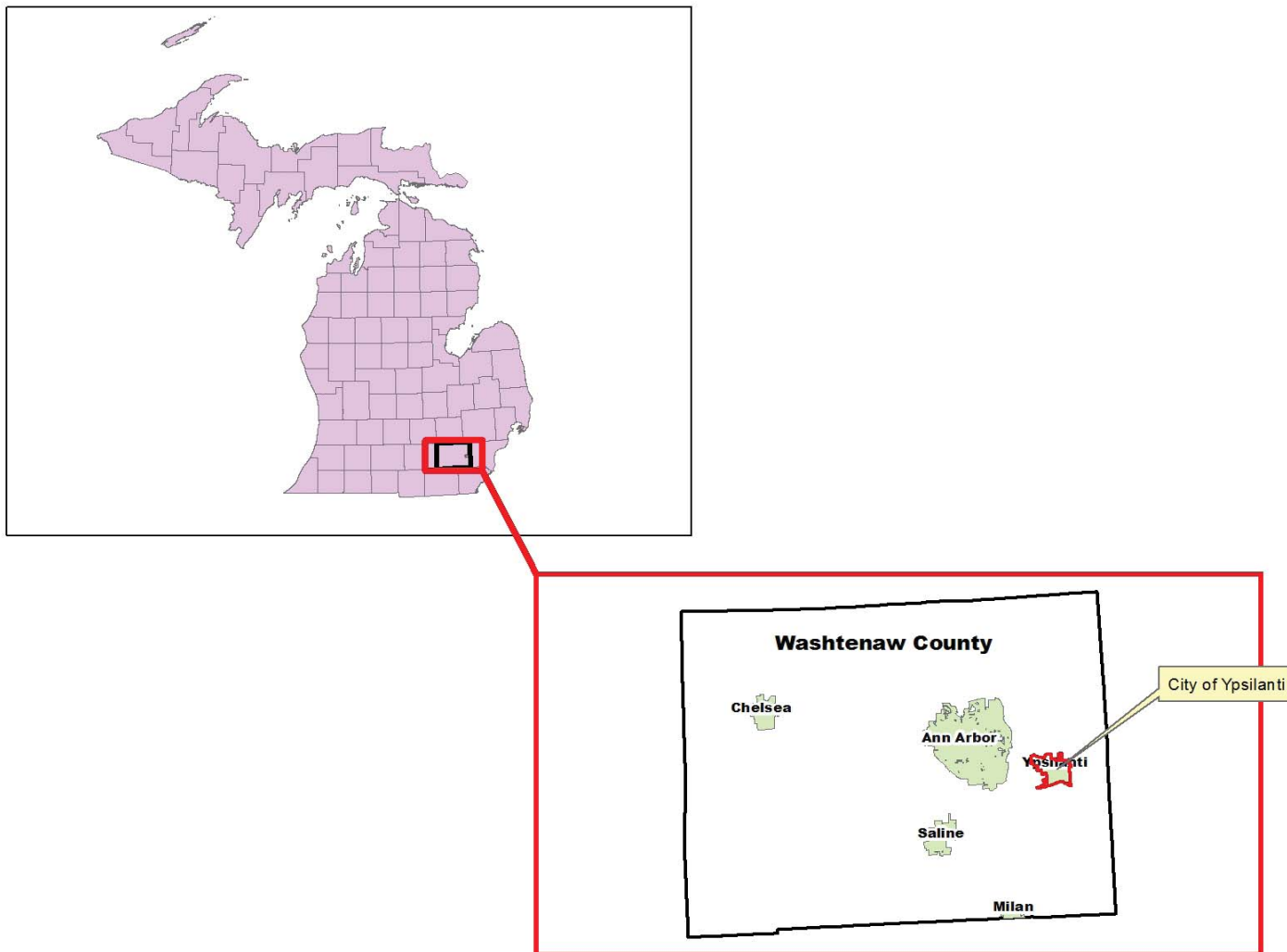
Instead, several sectors have potential to bring new vitality – small manufacturing and craft production, creative economy, renewable energy, and food. Summer events are a regional draw, and more recent efforts such as the Krampus Festival, Mittenfest and the revamped Heritage Festival foster the growing arts and music communities. Solar Ypsi and other groups support renewable energy efforts, while the Historic District Commission has adopted guidelines for solar panels. A growing reputation among foodies also has helped Ypsilanti secure its place in the region for both every day and destination restaurants. Growing food in the City is supported by non-profits like Growing Hope and permaculture groups.

The City prides itself on its diversity. Ypsilanti has been a leader in civil rights, as the first City in Michigan to pass a living wage ordinance and an ordinance banning discrimination in housing, employment and public accommodation based on sexual orientation, gender identity/transgender status, or body weight. The U.S. Census analysis of 2010 population data ranked Ypsilanti as one of the top 5 Michigan Cities for gay couples.

At the same time, the City faces challenges. Approximately 40% of the City's land area is used by tax exempt owners, limiting the tax base of the City. The building stock, while historic and often a selling point for the community, can decline in value without upkeep. The foreclosure crisis and great recession of 2008 hit Ypsilanti, like many Michigan cities, with the loss of jobs and home values. The City has one of higher unemployment rates in Washtenaw County.

The first year for the merged Ypsilanti Community School District

Map 1: Regional Context, City of Ypsilanti, Michigan



was 2013. Until the district is on its feet, the schools will have an unknown impact on housing values.

Finally, the City must pay about 10% of its current budget on bonds for the previous acquisition, building demolition, and environmental cleanup of Water Street, a redevelopment area assembled by the City more than a decade ago.

The last Master Plan, adopted in 1998, assumed that industrial users would remain. The economic shifts and the housing crisis that have taken place since have changed that assumption. This plan assumes growth on a micro-economic level. It concentrates on the assets of the people, businesses, buildings, and infrastructure. It uses these assets to set the framework for future development, redevelopment and preservation in the community. The plan also lays the groundwork for form-based zoning in Ypsilanti, which will implement goals of the master plan through regulation by street type, building typology as well as use.

THE PROCESS & THE PLAN

In 2012, the City of Ypsilanti received funding to draft a master plan and zoning ordinance as part of the U.S. Housing and Urban Development Sustainable Community Challenge Grant awarded to Washtenaw County. While the City of Ypsilanti has a long history of planning (see list on this page), the last Master Plan was over a decade old. Due to the challenges facing the City, staff, elected and appointed officials requested the master plan recognize both the good and the bad, set realistic goals, and emphasize policy as well as land use.

After selecting a consultant team to assist in the process, the City launched a community-driven process, called “Shape Ypsilanti”, to create the Master Plan in January 2013. The process utilized social media and a website separate from the City’s own to engage, educate, and empower. Feedback from on-line sources was used as fodder for discussions and decisions at a series of events, varying in size from interviews to two rounds of focus groups to community-wide, 4-day charrettes in March and April 2013. Events were attended by more

PREVIOUS PLANS REVIEWED FOR THIS PROCESS

- Olmsted Brothers Park Plan (Pre-World War II)
- 1971 Ypsilanti I, II, III
- 1993 Blueprints for Downtown
- 1996 Comprehensive Economic Development Strategy Plan
- 1998 City Master Plan
- 2001 Cross Street Neighborhood Improvement Plan
- 2008 Recreation Plan
- 2008 Downtown Blueprint
- 2010 Non-Motorized Transportation Plan
- 2012 Climate Action Plan
- Washtenaw County Consolidated Plan
- Washtenaw County Affordable Housing Needs Assessment
- Ypsilanti 2020 Task Force Report
- ReImagine Washtenaw Avenue Corridor Redevelopment Strategy (2010)
- SEMCOG & Washtenaw County Community Economic Development Plan
- South of Michigan Avenue Community Needs Assessment

than 400 individuals.

The following document is the resulting Master Plan, grounded in real challenges and opportunities. The plan is divided into the following chapters:

Chapter 2 – Guiding Values

Chapter 3 – Ypsilanti Now

Chapter 4 – City Framework

Chapter 5 – Transportation

Chapter 6 – Centers

Chapter 7 – Neighborhoods

Chapter 8 – Corridors

Chapter 9 – Districts

Chapter 10 - Redevelopment Areas

Chapter 11 - Implementation

The solutions were created by the community for the community. However, many of the requests brought forth - more police, cameras in high-crime areas, recreation and programs for youth, street maintenance and repair, better public schools - are not within the scope of this plan as prescribed by Michigan State Law. These pressing issues can, and perhaps should, take precedence in allocating scant municipal resources over many of the projects and plans laid out in this document.

Chapter 2: Guiding Values

“What would you whisper into the ears of decision makers, like City Council?”

-Instructions to participants in Guiding Values Focus Groups

Appointed and elected officials use the City’s Master Plan as a guide when making decisions with limited resources about land use, housing, transportation, equity, quality of life, and sustainability. Traditionally, decision-makers reference the Master Plan when deciding what uses should be allowed on a parcel of land, whether and how a building can be constructed or an older building renovated; and how bicycle routes and streets are laid out. The City of Ypsilanti requested the guiding values for this Master Plan go beyond the usual scope of a land use plan and apply to budget decisions, allocation of resources, and general policy for the City. This chapter provides a list of guiding values from the community and a decision-making rubric for City leaders, not only for land use but for over arching policy.

These guiding values are based on focus group sessions held in January and February 2013 and then presented to the public in the Discover Charrette in March of the same year. The sessions were held in different locations across the city. The over 50 participants represented Eastern Michigan students, business groups, historic preservation groups, real estate developers, arts groups, event organizers, churches, youth groups and residents from neighborhoods South of Michigan and on the west side of Ypsilanti. Two Saturday sessions were also held at a downtown restaurant for the general public.

The following ten values were mentioned by all the groups when they were asked what the guiding values should be for the City:

Safety comes first

The City is dedicated to being a secure place to live, study, work, visit,

and play. While budgets for safety services are separate from the Master Plan, decisions about land use, housing, transportation, equity and sustainability should protect and enhance safety.

Diversity is our strength

Ypsilanti is a multicultural city with people from different races, sexual orientations, incomes, and walks of life. The ability to be who you are attracts people to Ypsilanti. In decisions, the City will ask how actions welcome, provide opportunity for and sustain its diverse population.

Ypsilanti is sustainable

Every decision should foster the future, while replenishing resources – natural, economic and social. Efforts to make the city an environmentally sustainable place will continue. The financial viability of the city in 20 years should factor into decisions. Equity for everyone in Ypsilanti is another priority.

Communication is key

Information, especially from the City, should be shared with all neighborhoods and groups in the manner that will reach them, be that on the web, in the mail or via flyers. Programs should reach out to all, giving everyone a chance.

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

Housing options should match the needs of the people. Those needs will change as residents age and move. The need for safe, quality, affordable homes for all should be factored into decisions.

Anyone can easily walk, bike, drive or take transit from anywhere in Ypsilanti and to anywhere else in Ypsilanti and beyond

The citizens of Ypsilanti want a complete transportation system with room on the roads for cars, buses, bicycles, and pedestrians, including those in wheelchairs or with strollers. The City is committed to integrating into the emerging regional transit system while enhancing the walkability of the community.

Ypsilanti is a great place to do business, especially the green and creative kind

The City of Ypsilanti will create a business environment that fosters the creativity and energy personified by City's best known businesses, while attracting new businesses and fostering locally grown enterprises. Green and sustainable businesses, like those that have already developed in Ypsilanti, will be encouraged.

Everyone in the region knows Ypsilanti has great things to do in great places that are in great shape!

Ypsilanti has a wealth of beautiful places, historic buildings, and fun activities. These assets will be built upon and shouted from the rooftops. Ypsilanti's image should match its vibrancy. Vibrancy comes from preserving, using, and enriching all places. While permanent uses may not be found for vacant buildings immediately, temporary or pop-up activities should be options.

Ypsilanti is an asset of Eastern Michigan University, and Eastern Michigan University is an asset of Ypsilanti

The futures of Ypsilanti and Eastern Michigan University are entwined. The City will plan and develop policies for Ypsilanti to be a home for the university itself, as well as its students, faculty and staff. The physical planning of the community and university should be coordinated, as well as efforts to welcome and integrate Ypsilanti as treasured part of the EMU experience.

We can only achieve our vision by building a community amongst ourselves and with our neighbors

Relationships are the key to success. While each group and neighborhood needs space for themselves, the City thrives when we work together. The community includes not only those who live in the City, but those who work and study here and own businesses as well as Ypsilanti Community Schools, neighboring municipalities, the City of Ann Arbor and Washtenaw County.

The table on the following pages is a decision making rubric for elected and appointed officials, with questions and measures for each guiding value. The chapter following the decision rubric explores the current state of the City in terms of safety, diversity and sustainability, the core values to which all of the others relate.

DECISION MAKING RUBRIC

When making decisions, City of Ypsilanti officials, staff and citizens will ask if the option chosen furthers at least one, if not several of the values below, while not damaging the others.

Guiding Value	Questions	Measures
Safety comes first	Does this action protect or enhance safety? Is natural surveillance, where people can see what is going on in public places from private ones, created? Are public spaces, private spaces and semi-public spaces easily known, so the average person knows where the street ends and someone's property begins? Are public spaces (parks, streets, parking lots) well lit? Do regulations allow for, if not encourage, activity in public spaces? Are the places for emergency vehicles clear, accessible, and placed to best help first responders do their job?	• Trend in crime rates (up or down and location) • % of functioning street lights • Enforcement of parking lot lighting requirements • Response time of emergency services • # of pedestrians in centers and public spaces
Diversity is our strength	Does this action welcome and/or sustain Ypsilanti's diverse population? Does this action welcome new groups to Ypsilanti? Does this action reward or privilege one group over another? Are policies flexible enough to allow and encourage diversity? Does this action create/maintain/improve the diversity of the business mix?	• Changes in ethnic mix, city-wide and by neighborhood • Changes in diversity of ages • # of public facilities and/or buildings with universal design (accessibility measure) • Trends in business types (number and % of tax base)

Guiding Value	Questions	Measures
Ypsilanti is sustainable	Does this action replenish resources? Does this action make Ypsilanti a more environmentally sustainable place? Does this action improve the financial viability of the city in 20 years? Does this action create job opportunities for all residents? Does this action encourage, provide or promote equity?	• Trend in greenhouse gas emissions • # of kilowatts produced by renewable energy installations • Trend in budget deficits • Trend in unemployment rate • Policies for abatements for environmental efforts, living wage jobs and sustainability
Communication is key	Does this action help communicate with everyone in the community? Were all members of the community told about deliberation of this action in an accessible way? How will the results of this action be shared with the community in an accessible way? Is communication infrastructure maintained and enhanced? Is the City maintaining relationships to communicate to groups throughout the City?	• Trends in attendance by the public at meetings • Budget devoted to communication including printing, mailing, social media participation and website update. • # of website hits • # of active neighborhood associations • Increase in voter participation by ward
Anyone, no matter what age or income, can find a place to call home in Ypsilanti	Does this action preserve, improve and/or create viable, safe, affordable homes? Does this action preserve/create variety in housing products in terms of size (square footage and/or # of bedrooms) and ownership/rental type? Will this action result in the continued maintenance and care of existing residences? Do residents, especially young adults and seniors, have the ability and/or resources to maintain their homes? Will this action preserve or create housing that is needed?	• Changes in mix of types of housing in neighborhoods • Trends in the # residential building permits by building type (single-family, 2-5 unit, 5+ unit) • Trends in building permits by geographic area within the City • Trends in seniors aging in their homes or moving to other appropriate housing within Ypsilanti • Trends in young professionals and pre-family households

Guiding Value	Questions	Measures
Easily walk, bike, drive or take transit from anywhere	Does this action preserve or create a complete transportation system with room on the roads for cars, buses, bicycles, and pedestrians? Does this action reward those taking a short trip within the City, rather than those passing through? Does this action help Ypsilanti be part of the regional transportation network?	• # of miles of bicycle paths and sidewalks created to complete system • Restoration of two-way traffic to Hamilton, Huron, Cross and Washtenaw • Change in # of pedestrian, bicycle and vehicle crashes • Additional maintenance of streets, on-street parking, crosswalk, multi-use paths, and sidewalks • Budget and staff time towards securing commuter rail stop in Depot Town, improved transit as member of "The Ride" and other regional transit
Great place to do business, especially green and creative	Does this action create a business environment that fosters creativity? Does this action attract new and/or retain existing businesses? Does this action foster locally grown enterprises? Does this action reward green and sustainable businesses?	• Trends in growth of businesses (tax dollars, # of employees) • # of new and expanded businesses • Increase in revenue of locally grown businesses • # of green/sustainable businesses
Everyone in the region knows Ypsilanti has great things to do in great places that are in great shape!	Does this action preserve, use and/or enrich all places? Does this action enhance Ypsilanti's reputation as a great place? Does this action bring people to visit great places in Ypsilanti?	• Volunteer hours/personnel hours/budget devoted to maintenance of facilities • Volunteer hours/personnel hours/budget devoted to marketing Ypsilanti to the region • Trends in numbers and types of visitors

Guiding Value	Questions	Measures
Ypsilanti is an asset of Eastern Michigan University, and Eastern Michigan University is an asset of Ypsilanti	Does this action help Ypsilanti be a home for the university itself, as well as its students, faculty and staff? Does this action integrate Ypsilanti as part of the EMU experience? Does this action support EMU's integration into the City?	- Continuation or increase in joint programs between the City and EMU - Synergy or differences in landscaping and style of buildings at border of City and EMU - Trends in # of students, faculty and staff living in the City
Build a community amongst ourselves and with our neighbors	Does this action build community within the City? Does this action foster relationships with school districts, neighboring municipalities, the City of Ann Arbor and Washtenaw County? Does this action and/or communication celebrate successes within the City as a community?	# of joint meetings between government bodies, community groups, etc. - Continuation or increase in joint programs with groups, Ypsilanti Community Schools and/or other municipalities # of local groups and institutions working together to support each other's efforts - Vehicle, like COPAC, functions effectively for inter-neighborhood communication

Chapter 3 - Ypsilanti Now

“There are three sides to every story in Ypsilanti.”

— unsolicited advice e-mailed to the Consultant Team from a former City resident

The following chapter lays out the latest facts about the City of Ypsilanti - the people, the buildings, the economy, and the transportation network (roads, buses, bicycle lanes and sidewalks). Each section ends with policy implications that have influenced the Master Plan and should be factored into future decisions.

POPULATION

Like many of Michigan's older industrial towns, Ypsilanti saw rapid mid-century population growth, followed by more recent declines (Figure 1). The city has a sizable African-American population, though as you can see in Map 3, it is relatively segregated by neighborhood. This industrial heritage has also left the city's population vulnerable to the past decades of deindustrialization, with pockets of the high poverty and unemployment.

The historic core of Ypsilanti was a mature industrial town of nearly 7,500 people by the beginning of the 20th century, with population changing only modestly over the next 30 years. However, the industrial mobilization of World War II and the auto industry's post-war boom were reflected in population growth, with the census reporting a peak of 29,538 residents in 1970.

Since that time, the city's population has shrunk to 19,435 in 2010—only slightly higher than the city's 1950 population. Population forecasts by Southeast Michigan Council of Governments show the city's total population remaining steady at around 22,000 for the next quarter century.

Ypsilanti, like the nation as a whole, has seen household sizes decline over time. Societal trends, including delaying marriage and childbearing, have led to more householders living alone or as married couples without children. In Ypsilanti, the household size has declined from 2.38 in 1990 to 2.29 in 2000 to 2.06 in 2010. Rental households had fewer average residents than owner-occupied households: 1.96 compared to 2.28.

While a declining total population is popularly attributed to migration, this trend in reduced household size can explain some of the change in total population. For the 8,026 occupied housing units in 2010, the drop in average household size from 2.38 residents in the 1990s to 2.06 residents in the 2000s would account for a population loss of 2,568 residents. This number accounts for 48% of the actual reported drop in population of 5,383 residents in that time. A continued trend of reduced household size will mean a continued loss of population, even while the number of housing units remains the same.

Age, Educational Attainment & University Influence

When analyzed at a City level, the City of Ypsilanti has a younger population (see figure 3) than its neighbors, the region and the state of Michigan overall. However, when broken down by census tract, younger populations are clustered around the Eastern Michigan campus (Map 2). The enrollment numbers of Eastern Michigan University have increased (see Figure 2) since 1960, with a few dips.

The same pattern emerges for educational attainment. Ypsilanti's population overall has a relatively high level of educational attainment,

Figure 1: Total Population, Ypsilanti City 1910-2010

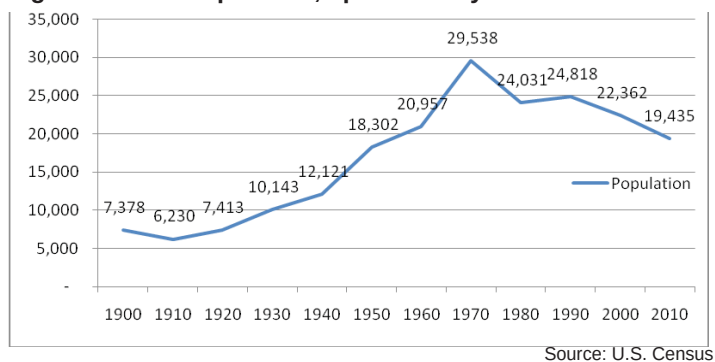


Figure 2: Eastern Michigan Enrollment, 1910-2010

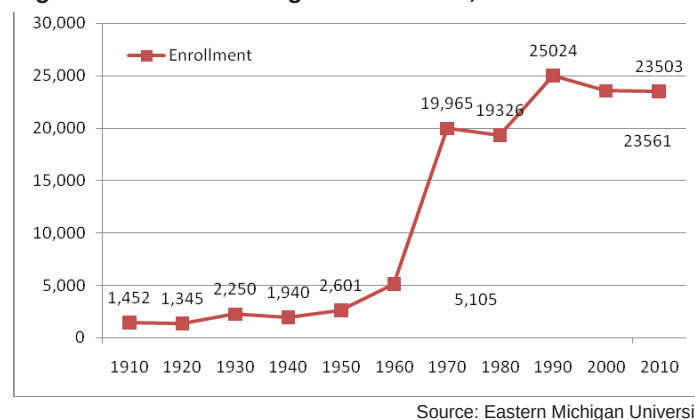
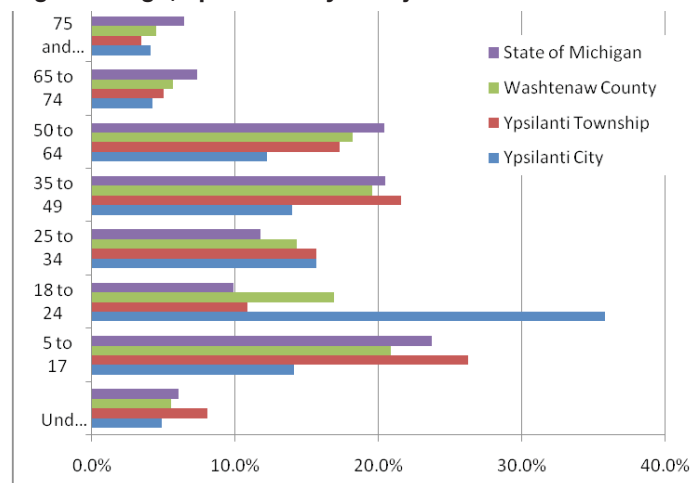
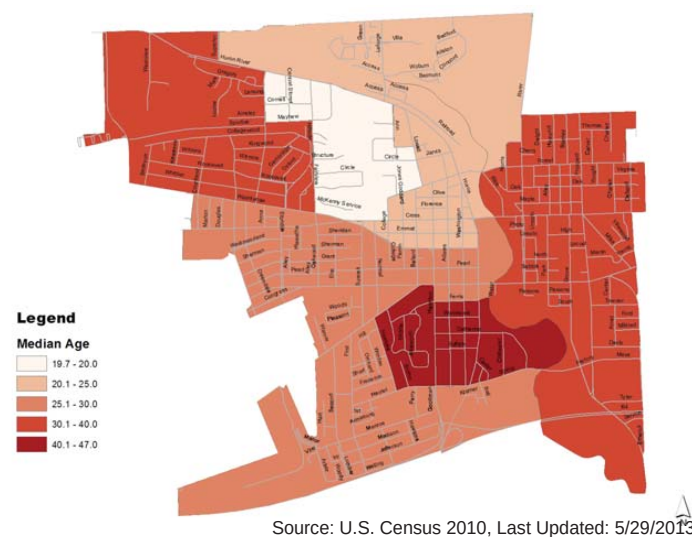


Figure 3: Age, Ypsilanti City & Adjacent Communities 2010



Map 2: City of Ypsilanti Median Age, 2010



especially compared to the region and state. However, Maps 3-11 show a large geographic disparity, with residents holding a college degree ranging from 53.28% in the northern part of the city to 2.8% in the southwest portion. With the current emphasis on education as the key to individual and community prosperity, this education gap has troubling implications for the city's ability to fully participate in the knowledge economy.

The University presence appears to counter the declining industrial sector, when the city is viewed as a whole. However, these two trends have impacted different parts of the population: the educational influence in some ways masks, rather than mitigates, the impacts of deindustrialization.

Equity, Race, Ethnicity & Income

Ypsilanti is a diverse community in terms of race, ethnicity and disability. The City prides itself on its reputation as welcoming to all.

The city has a sizable African-American population, comprising about 31.9% of the city's population as of the 2010 Census. Approximately 3.9% of residents identified as Hispanic and 4.3% Asian according to the 2010 Census—while these numbers are relatively small, they have grown somewhat from the 2.5% Hispanic and 3.9% Asian in the 2000 Census.

African-American residents predominantly live in the southwestern portion of the city—Census 2010 data shows around 80% of residents in this area to be African-American, though this level is down from 90% in 2000. When combined with the data showing this area to have substantially lower educational attainment level and household income, a distinct racial, economic, and educational segregation exists even in a small city like Ypsilanti. The City needs to focus on ensuring the residents of challenged areas receive a sufficient share of public resources to maintain equity.

As a whole, the per capita income for the City is \$21,084 which is less than the state as a whole at \$25,482. In comparison, Washtenaw

County's per capita income is \$32,529. Only 3 census tracts in the City are above the state per capita levels, with two of the City's tracts showing less than half of the state per capita income: the far southwestern tract and the census tract that includes Eastern Michigan University's campus and its lower-earning student population (see per capita income maps on opposite page).

The maps 3-11 tell three stories:

- Compared to the State of Michigan overall, Ypsilanti is a racially diverse city, with an educated population and a range of incomes. It should be poised to take advantage of the knowledge economy of the 21st century.
- The City of Ypsilanti is as racially diverse as its neighbors. However, its per capita income is lower than the adjoining municipalities with Ypsilanti Township having the lowest educational attainment. In attracting knowledge economy firms, the City competes regionally with its neighbors. Ann Arbor, to the west, is home to the University of Michigan and has similar diversity but more residents with college degrees and higher incomes.
- Within the City itself, race, income and educational attainment and location are interconnected. The differences in educational attainment and income mean that one size cannot fit all in terms of policy for the entire City. When implementing policies to achieve safety, diversity and sustainability for the City, the needs and assets of residents in each neighborhood must be taken into account because they are different.

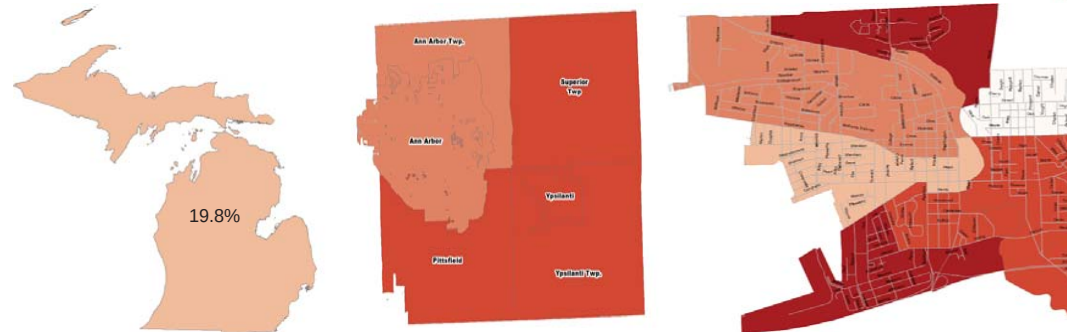
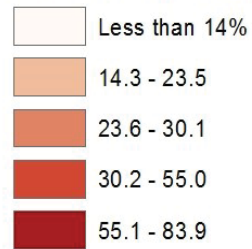
HOUSING

Ypsilanti has strong, stable neighborhoods, historic architecture, and a ratio of rental to owner occupancy higher than the national average, but typical of a college town. As of the 2010 Census, 66.8% of occupied dwelling units were renter-occupied and 33.2% owner-occupied. This split is nearly opposite the national owner-occupancy rate, of 66.1% and the Washtenaw County owner-occupancy rate of

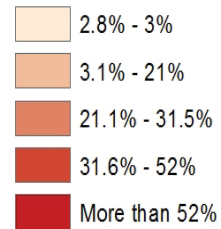
Maps 3-11: Minority, Education & Income, Michigan, Census Tracts of Ypsilanti & Neighboring Municipalities

Shape Ypsilanti

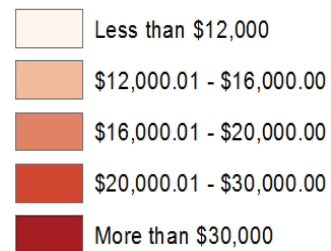
Percent Minority



Percent With 4-Year Degree



Per Capita Income



Source: U.S. Census 2010
Last Updated: 5/29/2013

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Map 12: Rental & Owner-Occupied Housing, 2012

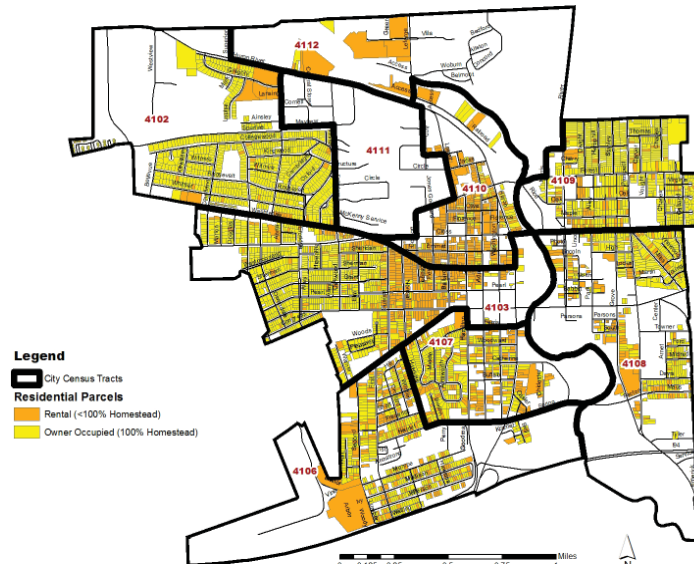


Figure 4: Housing Tenure for University Towns

City	Occupied housing units (2010)	Percentage Rental (2010)
Athens, Ohio	6,903	72.5%
Oxford, OH	6,622	69.4%
Ypsilanti	8,026	66.8%
East Lansing	14,774	66.5%
Mt. Pleasant	8,376	65.3%
Bowling Green, OH	11,288	60.1%
Kalamazoo	29,141	56.3%
Ann Arbor	47,060	55.2%
Marquette	8,321	52.0%
Muncie, IN	31,958	48.6%
Sault Sainte Marie	6,534	44.8%

Source: U.S. Census

60.9%. However, it is similar to other college towns in the region, as shown in figure 4.

Only about 41% of dwelling units in the city are detached single-family structures. Over a third (36%) of housing units are in structures that contain more than 5 dwelling units, and 14% of dwelling units are in structures that contain 20 or more units. By comparison, Washtenaw County as a whole has 56% of total dwelling units found in detached single-family family structures, 26% in structures with at least 5 units, and only 7% in structures with at least 20 units.

These two factors are strongly related, as shown in maps 12 and 13. While the city does have some single-family rental housing and some owner-occupied units in multi-unit structures, 87.6 percent of detached single-family homes in the city are owner-occupied, according to 2012 assessment data.

The clustering of rental units in large on-campus and near-campus student apartments complexes, and a few other large multi-family properties compared to the owner-occupied dominance of single family homes means that focusing only on the percentage of units that are rental-occupied may exaggerate the impact of rental housing on Ypsilanti neighborhoods: when measured on a parcel basis, rather than by dwelling units, 66.7% of Ypsilanti's residential properties were owner-occupied residences in 2010, and an additional 2.6% partially owner-occupied (e.g. multi-unit houses with the owner living on-site). On a land area basis, single-family homes make up 64.4% of the city's residential property area.

The extent of rental housing in the City is also strongly related to the city's relatively young population, including student households: 18% of households in the city are headed by a householder aged 15-24; of these households, 98% rent their homes. Another 30% of households are headed by a 25- to 34-year-old householder; of these households, 65% rent their homes. The housing market analysis on the following pages analyzes these trends and others by census tract.

Figure 6: Housing Market Analysis

Tract	Neighborhoods	Housing Statistics	Market Prediction	Guiding Value Questions
4102	College Heights Stadium Meadows	Mostly single-family homes built post-WWII** Housing value: \$61,359** 45% dwelling units rental, 55% owner occupied* Median Household income: \$59,688* 42% between the ages of 45 and 75 years*	Consistent draw for faculty at EMU, but higher home prices than other neighborhoods Older population means neighborhood will transition to different owners in 10-20 years	Older population may need services to stay in their homes or a different type of housing. How can the City help seniors to still call Ypsilanti home? New EMU faculty and other first-time homebuyers may find this area out of their price range. What programs to assist them should continue or be expanded?
4103	Midtown	Built before 1900s up to the 1990's** Housing value: \$60,087** 61% dwelling units rental, 39% owner occupied* Median Household income: \$40,195* 15% under the age of 15*	Demand for student housing will continue Residential buildings near downtown could be adaptively re-used for commercial or office Housing opportunity for retired adults seeking to reside close to EMU Opportunity for student style loft housing in combination with mixed-use commercial along the Washtenaw Avenue corridor	How does the City and EMU become symbiotic assets with the housing mix in this area? How is diversity encouraged in this area with a high demand for student rentals? How is safety guaranteed?
	Normal Park Woods Road		Single-family housing will hold its value	What services - transportation, recreation, etc. - do families in these neighborhoods need?
4106	Heritage Park Worden Gardens Kramer Bell	Built post-WWII, single-family homes, apartments and townhouses** Housing value: \$39,475** 68% dwelling units rental, 32% owner occupied* Median Household income: \$18,828* 27% increase in residents ages 20-24 from 2000-2010*	Viable option for first time home buyers or individuals looking to downsize in their home and expenses Opportunity for investors wanting to acquire income property Opportunity for multi-family townhomes for younger lower income community	What policies will guarantee safety in this area? Should owner-occupancy rather than rental be encouraged? Should areas near environmental contamination, like Kramer Bell, be planned for uses other than residential in terms of safety and sustainability?

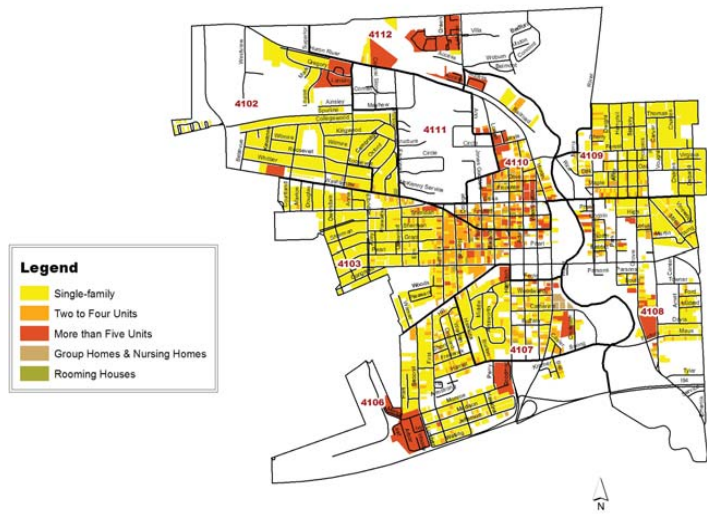
Data Sources: 2010 U.S. Census* & City Assessment Data 2012**
Market Analysis by Zachary & Associates

Figure 6 continued: Housing Market Analysis

Tract	Neighborhoods	Housing Statistics	Market Prediction	Guiding Value Questions
4107	Ainsworth	Built before 1900s up to the 1970's** Housing value: \$34,119** 70% dwelling units rental, 30% owner occupied* (Ainsworth single-family, Historic South Side single-family and estate homes split in 2-4 units, includes two low-income high-rises) Median Household income: \$66,619* 17% under the age of 15 and 12% over 75*	Housing will hold its value	How is safety and diversity maintained in this neighborhood?
	Historic South Side		Residential buildings could be adaptively reused to accommodate small businesses Opportunity to develop vacant lots into multi-family housing outside of the historic district	How is safety guaranteed in this area? What policies will encourage sustainable investment in this neighborhood? What services are needed for equitable access?
4108	Depot Town Historic East Side	Built before 1900s up to the 1970's** Housing value: \$52,126** 65% dwelling units rental, 35% owner occupied* (Depot Town & Historic East Side single-family and estate homes split in 2-4 units, Prospect Gardens single family and apartment complexes) Median Household income: \$31,285* 22% under the age of 19*	Rail service will increase values and demand for residential, including multiple-family within walking distance Opportunity for senior housing	How are the needs of existing residents balanced with those of the future?
	Prospect Gardens		Water Street, when developed, will affect the values of this neighborhood Opportunity for employment centers on southern formerly industrial properties	How is safety and diversity maintained in this neighborhood? What services - transportation, recreation, etc. - do the families in this neighborhood need?
4109	Depot Town Prospect Park Historic East Side East Prospect Park	Built before 1900s up to the 1970's** Housing value: \$42,860** 25% dwelling units rental, 75% owner occupied (single-family and estate homes with up to 4 units) Median Household income: \$41,763* Population over 45 increased from 30% in 2000 to 37% in 2010*	Rail service will increase values and demand for residential, including multiple-family within walking distance Neighborhood may transition to different owners in 20 years Opportunity for younger or first-time home buyers	How are the needs of existing residents balanced with those of the future? How is safety and diversity maintained in this neighborhood? What services do residents in this neighborhood need?
4110	Riverside	Built before 1900s mostly** Housing value: \$71,653** 95% dwelling units rental, 5% owner occupied (mostly estate homes, 3 to 5+ units and single-family) Median Household income: \$30,492* 58% population ages 15-24*	High demand for rental student housing will remain stable Opportunity along river for large-scale, mixed use, multi-family housing geared toward the existing student population, new graduates or upper income population	How does the City and EMU become symbiotic assets with the housing mix in this area? How is diversity encouraged in this area with a high demand for student rentals? How is safety guaranteed?

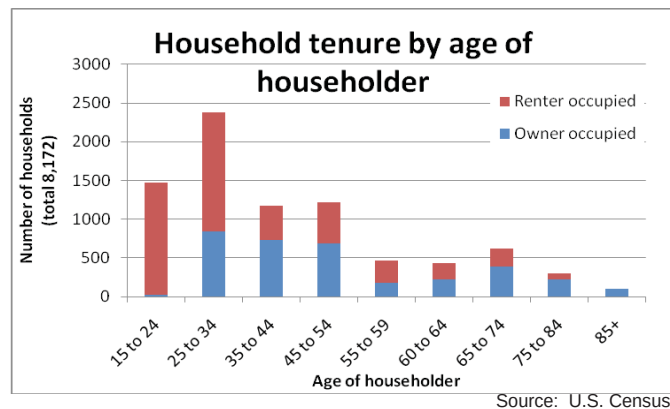
18 Adopted Master Plan
 18 Adopted Master Plan U.S. Census* & City Assesment Data 2012**
 Market Analysis by Zachary & Associates

Map 13: Type of Housing Units, 2012



Maps Created by Shape Ypsilanti
Source: City of Ypsilanti Assessor, Dec. 2012

Figure 5: City of Ypsilanti 2010



Shape Ypsilanti

Ypsilanti has a historic core of neighborhoods built before 1900. Built before the advent of the automobile, they were designed for pedestrians with parks, business districts and the community in comfortable walking distance from housing. Over the years, many of the homes were subdivided for worker housing during World War II or later as student housing.

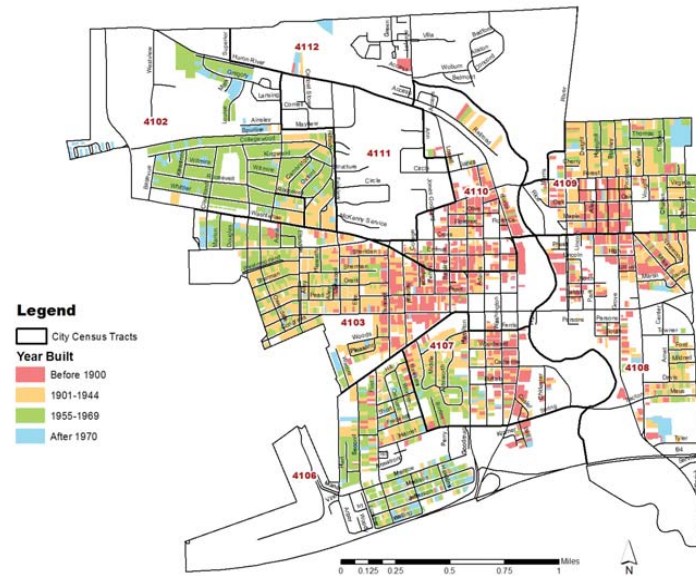
The early 2000s saw the greatest change in the city's housing stock since the 1970s, with building permit data showing a nearly 5% increase in housing units in the first half of the decade. Most of this was multi-family construction, though of diverse types.

Housing Data Summary

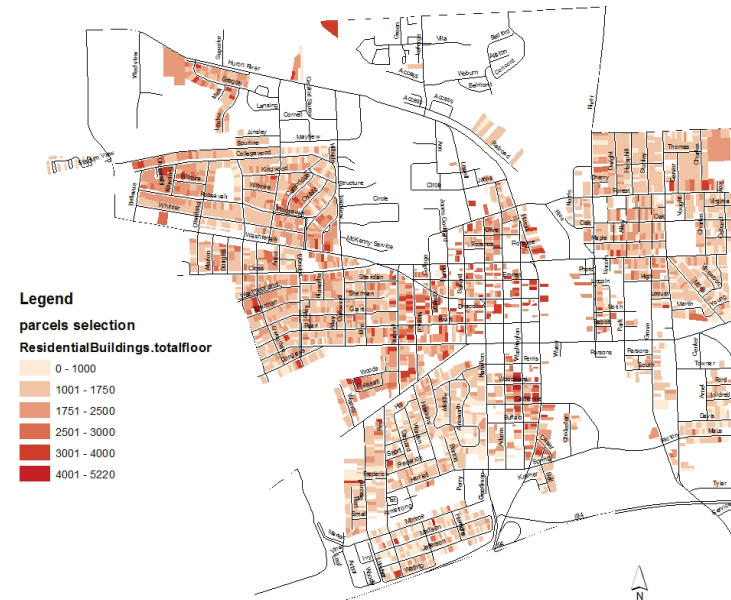
The following factors are key to the Master Plan:

- The majority of housing units are leased, rather than owner-occupied, which tracks with the housing mix in other college towns.
- Census data shows concentrations of renters in the same tracts with a higher percentage of younger adults, under the age of 24, indicating the influence of EMU students on the housing market.
- Most single-family homes are owner-occupied.
- Neighborhoods near EMU and the historic downtown were built, earlier, have a mix of rental and owner-occupied units as well as larger houses
- Housing built post-World War II is smaller, either mostly rentals or mostly owner-occupied and has fewer conversions to multiple-family and other uses.
- Census tracts 4102 and 4109 have aging populations, which means they will need services to stay in their homes or they will move to a different residence within the next 10-20 years.
- EMU will continue to bring residents - students to the Midtown and Riverside neighborhoods, and faculty/staff to the College Heights and Normal Park neighborhoods. However, both groups

Map 14: Year Built of Houses



Map 15: Size of Dwelling Units, 2012



Maps Created by Shape Ypsilanti
Source: City of Ypsilanti Assessor, Dec. 2012

Figure 6: New Housing Units by Type, 1970-2009

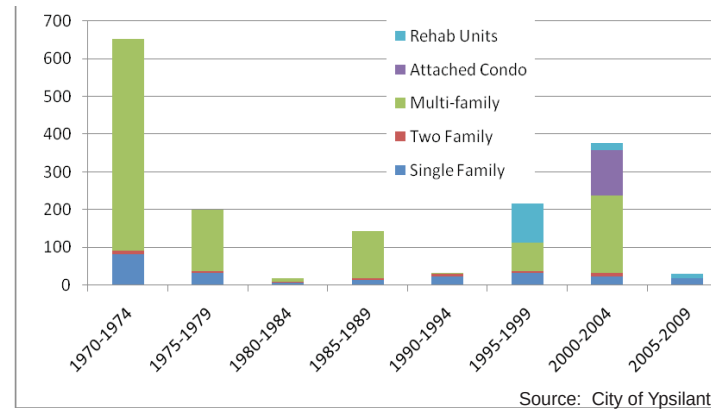
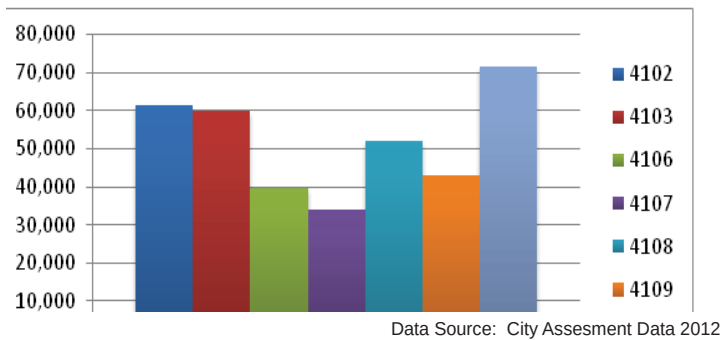


Figure 7: Taxable Market Value by Census Tract, 2012



reside in all areas of the City.

- Rail service at Depot Town will increase housing values and demand for housing within a 10-minute walk, approximately a half-mile radius, of the stop.
- Heritage Park and Worden Gardens are where first time home buyers and income property purchasers are most likely to purchase houses.
- Well-maintained, historic neighborhoods have continued to hold their value and will in the future.

ECONOMY

The decline of manufacturing's prominence has changed the list of major employers in the area. The current list of the top 20 major employers (defined as having at least 500 employees in the Washtenaw County) along with the list in the City's 1998 Master Plan shows an absence of manufacturing firms. Instead, educational and medical employers dominate the list, with three of the six largest located in or adjacent to the City, and most within the Ann Arbor - Ypsilanti urban portion of the County (see Figure 8).

While many jobs are still located in or relatively close to Ypsilanti, those jobs may require a much higher level of education on average than the previous manufacturing jobs. This trend is a concern because, as noted previously, parts of the City have extremely low educational attainment rates. These parts of the community are at-risk for being left behind by the changing character of the job market and the shift from manufacturing to a knowledge economy.

Commercial Assessment

The commercial assessment found in the appendix of this document estimates that \$59,687,099 of potential sales leaves the City, accounting for 55% of the total sales potential for the Ypsilanti market area. The following commercial markets were identified for potential growth:

Figure 8: Top 20 Washtenaw County Employers

Company	Location (Primary)	# of employees		
		2013	2010	1998
University of Michigan	Ann Arbor	16143	26241	11118
University Health Systems	Ann Arbor	12000	19614	6742
St. Joseph Mercy Hospital	Superior Twp	5304	5670	3698
Ann Arbor Public Schools	Ann Arbor	3578	2659	
Eastern Michigan University	Ypsilanti	1976	1950	1991
Washtenaw Community College	Superior Twp	1559	2773	
Toyota Technical Center	York Township	1500	1036	
Washtenaw County	Ann Arbor	1339	1345	1200
Veterans Affairs Healthcare System	Ann Arbor	1230	1600	
Thomson Reuters	Ann Arbor	1100	1800	
United States post office	Various	923		
Truven Health Analytics (formerly of Thomson Reuters)	Ann Arbor	900		
Citigroup	Ann Arbor	850	700	
Ford Motor Company	Ypsilanti	823	800	1200
Faurecia	Saline	800		
City of Ann Arbor	Ann Arbor	710	766	951
JAC	Saline	675		
Ypsilanti Public Schools	Ypsilanti	640		
Saline Public Schools	Saline	613	536	
Terumo Heart	Scio Twp	600	510	

Data Source: 2013 figures - Ann Arbor Spark, 2010 - Draft AATA Transit Audit Needs Assessment, 1998 - Washtenaw Economic Development Council

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- *The Ypsilanti Competitive Market:* In 2013 focus groups, residents expressed a fierce devotion to local businesses. Also, many wanted to be able to walk or bike to get daily items. Frustration was continually expressed about the lack of a full-line grocery store and specialty food markets in the City limits.
- *Underestimated College Student Market:* EMU students are a recession-proof market. However, their spending patterns are different than non-student households with similar incomes. They tend to spend a greater percentage of their money on electronics, food away from home and consumer items, than family households in the same earning classification.
- *Neighboring Medical Center Market:* The St. Joseph Mercy Ann Arbor Hospital is located in Superior Township, near the City's border. The staff, estimated to exceed 5,000 people, and the visitors to the complex are an untapped market for the City's retail businesses, including restaurants and entertainment.

Emerging Sectors

While no one sector has replaced the manufacturing jobs lost in the City, several sectors have emerged: small manufacturing and craft production, creative economy, renewable energy and food. Each of these sectors are rooted in companies that have started in Ypsilanti.

Small and craft manufacturing has been a part of the City's economy since the beginning of the automobile industry. Small craft shops clustered around the larger manufacturing facilities supplying parts and prototypes. Marsh Plating was founded over forty years ago, located near the downtown, is an example of an automobile supplier in the City. Michigan Ladder is another example of a small manufacturing facility in the City. The 111-year old company has recently expanded its manufacturing space, where wood and fiberglass ladders are assembled and hopes to add 6 new jobs to its workforce between 2013 and 2015. The challenge for the City is to make these industries operation and expansion possible while meeting the values of the community.

The creative economy - defined as advertising, architecture, art, crafts, design, fashion, film, music, performing arts, publishing, research and development, software, toys and games, television and radio, and video games - has gained a foothold in Ypsilanti. Various businesses have started in or relocated to Ypsilanti, such as VGKids. VGKids is a screen printing company that has consolidated operations in the City, after closing a manufacturing facility in California. The company also provides studio space to small creative economy businesses. While these types of businesses can generally use many types of buildings, the current zoning ordinance is often not flexible enough to allow them to go into spaces easily. Also, mid-size facilities for growing companies to move into - either office or small manufacturing - are difficult to find.

While no privately held renewable energy company is operating in Ypsilanti, the efforts of individuals and groups have given the City of Ypsilanti a reputation as a leader in sustainable energy. An example of the momentum within the City is SolarYpsi, a volunteer effort to bring solar energy generation to the City of Ypsilanti. The group has helped win grants to fund and/or help install four solar facilities in the City and maintains a website that reports in real time the amount of energy being generated by solar installations in and around the City. City government can use this effort and others as a marketing tool to attract renewable energy manufacturers or installation companies to the City. When revising ordinances, the City should try to make the application process and rules for installation of renewable energy structures clear and efficient.

A number food-based businesses have opened in Ypsilanti in the past five years. Multiple new restaurants have opened in the Historic Downtown. Farmers markets have been established in the Depot Town and the Historic Downtown. Many vendors are Ypsilanti residents who produce value-added products, like baked goods and jams, out of their home kitchens under the Michigan Cottage Food Law. Also, more residents are growing and/or raising their own food. Growing Hope, an Ypsilanti-based non-profit, is a leader in the

Figure 9: Major Taxpayers, 1999-2013

Major Taxpayers	2013			2009			1999		
	Taxable Value (in 1,000s)	City Rank	% of total	Taxable Value (in 1,000s)	City Rank	% of total	Taxable Value (in 1,000s)	City Rank	% of total
LeForge station	\$8,249	1	2.84%	\$9,148	3	2.27%			
DTE (formerly Detroit Edison)	\$3,360	2	1.16%	9,537	2	2.37%	\$4,265	2	1.54%
River Drive Apartments	\$2,921	3	1.01%	3,400	5	0.84%	\$3,267	5	1.18%
Barnes & Barnes Apartments	\$2,918	4	1.01%	\$3,046	7	0.76%	-		
Mich Con Utility	\$2,900	5	1.00%	-			\$3,641	4	1.31%
Forest Knoll Apt.	\$1,849	6	0.64%						
Asad Khailany	\$1,811	7	0.62%	\$1,811	9	0.45%	\$1,413	10	0.51%
Forest Health Medical (formerly Beyer Hospital)	\$2,369	8	0.82%	3,304	6	0.82%	\$1,904	9	0.69%
Beal Properties	\$1,587	9	0.55%						
Huron View Apartments	\$1,460	10	0.50%	\$1,706	10	0.42%	-		
Angstrom USA, LLC (formerly Visteon)	\$862			28,266	1	7.02%	\$42,470	1	15.33%
River Rain Apartments	\$1,334		0.46%	\$2,232	8	0.55%	\$1,939	8	0.70%
Exemplar Manufacturing	-			-			\$4,151	3	1.50%
Crown Paper Company Manufacturing	-			-			\$2,935	6	1.06%
Eastern Village Apartments			0.00%				\$1,261	7	0.46%
Total of top ten taxpayers	\$18,766		6.47%	\$66,262		16.45%	\$67,246		24.28%

Data Source: City Assessor

local food movement in the region and provides technical support to beginning and experienced gardeners as well as children. Like the creative economy businesses, food-based businesses have challenges when they expand in scale. Home entrepreneurs reach a point where a commercial kitchen is needed. Restaurants need a larger space. Growers need either more land or buildings, such as hoop houses, to grow year-round. The City can foster growth of food-based businesses by allowing the uses and buildings needed and also work with economic development and local food groups to create intermediate facilities, such as an incubator kitchen or a cooperative.

The City should align its policies and regulations to give each of these emerging sectors physical space and economic incentives to start or locate and then grow in the City. Zoning should allow these uses in various sizes and formats, while being cognizant of impacts on neighbors. Economic incentives, such as tax abatements, should be used to continue the growth of these sectors.

City Budget

Over the last decade, the city's industrial tax base in the city has declined, both in total dollar value and in share of the total, with residential property making up a greater portion of the tax base. The foreclosure crisis in turn contributed to a substantial loss of residential taxable value, beginning in 1998. In inflation-adjusted dollars, the city's taxable value is at its lowest point in over a decade.

The character of the city's tax base has shifted towards residential rental property, with seven of the city's top 10 taxpayers in 2009 being rental companies, as compared to a decade before (see Figure 9). The top ten taxpayers represent less than 9% of the city's tax base. In 1999, the top ten represented almost a quarter of the City's tax base.

In addition, payment on bonds for the acquisition and remediation of the Water Street property, begun in the late 1990s, now account for 10% of the City's general fund budget. According to the City Manager's 2012-2017 Recovery Plan, the City can pay for few capital expenditure in the next 5 years unless additional, new sources of funds

can be found. Meanwhile, the City needs to sell property in the Water Street area and see development there as well as in the underutilized industrial property in the southeast portion of the City.

Economics Summary

The following factors are key to the Master Plan:

- The economy of the City of Ypsilanti has fundamentally shifted in the past decade, shifting the economy from industrial to housing and knowledge-based.
- Portions of the City, both property and population, have been left behind due to economic change. Instead of working in factories, residents with lower educational attainment work in retail or service sector jobs, often outside the City. Many need bus or transit to get to work.
- The commercial market is underserved, showing a need not only for more businesses but also for marketing of the community as a place to shop to the larger region and targeted nearby populations, EMU students and staff and visitors to St. Joseph Ann Arbor Hospital.
- Several sectors are building momentum in the City of Ypsilanti - small manufacturing, creative economy, renewable energy and local food. Each one has the potential to create dozens of jobs, not the hundreds in manufacturing previously. However, these are local entities with a commitment to the City. The policy challenge is to create an environment where they can grow within the City boundaries.
- The City budget has suffered due to the economic shift and ongoing debt.

TRANSPORTATION

The street and park structure of the City today was laid out in the early 20th century. However, the function of streets changed in the mid 20th century with the creation of one-way streets when an interchange for Ypsilanti was constructed at Interstate 94 and Huron.

At the time, a large workforce commuted to the factories in the southern end of the City quickly in and out. Today, those factories either no longer exist or employ a small percentage of the workers than in the past.

In addition, the transportation options available within Ypsilanti are changing. Washtenaw County is planning for rapid bus service along Washtenaw Avenue, increasing the capacity and decreasing the travel time along the most heavily travelled bus line for The Ride. Four time a day commuter rail service connecting Detroit to Ann Arbor is anticipated to begin in 2015 or 2016. Bicycle paths and lanes, including the Border-to-Border trail spanning Washtenaw County, have been constructed or are on the drawing board, to provide safe routes for commuters and recreational cyclists.

Non-Motorized Network

Ypsilanti's historically compact core and existing sidewalk network make the city generally friendly to non-motorized traffic like bicycles, pedestrians, and wheelchair users. Over the past decade, this has been improved upon by several efforts:

- The City has participated in the County's Greenway Advisory Committee and regional "Border to Border Trail" (B2B) effort.
- Bike lanes have been added to several streets during resurfacing projects.
- Sidewalk curb ramps are being upgraded to ADA standards throughout the city.
- Bike racks have been installed in Depot Town, the Historic Downtown, and West Cross.

The 2006 Washtenaw Area Transportation Systems (WATS) Non-motorized Plan quantified the city's non-motorized accessibility to be over 80% of the city's roadway miles. That plan concluded that the City provided for pedestrians adequately, but that a much higher portion of bicycle needs were not met (see Figure 10).

Figure 10: Non-Motorized Deficiencies

	Bike facility		
	Sidewalk	Off-roadway	Roadway
Existing miles	98.49	5.55	3.71
Deficient miles	23.37	n/a	39.33
Deficient %	19.2%		

Data Source: Washtenaw Area Transportation Study

Many of the City's efforts, while positive, have been done on an ad hoc, disconnected basis, occasionally leading to problems. Bike lanes on First Avenue, for example, were created during a resurfacing project without ample coordination with other projects or communication with the residents, leading to their later removal in favor of a parking lane.

In 2010, the City adopted a non-motorized plan with a more comprehensive treatment of non-motorized transportation policies and infrastructure – including the incorporation of deficiencies identified in the county-wide non-motorized plan developed by WATS – and the Planning Commission created a Non-Motorized Transportation Subcommittee to guide its implementation. In 2011, the City passed a Complete Streets Ordinance, which requires non-motorized components be considered as part of any road project.

Transit & Regional Transportation

Due to the high percentage of renters, young population and recent trends from automobile use either by choice or economic need, regional transportation is essential to the long-term stability, growth and prosperity of Ypsilanti. Be it rail or bus, Ypsilanti is a leader in participation and further development of a regional transportation system within Washtenaw County and the Detroit metropolitan area.

The City has long been a user of public transit, in past years purchasing service from the Ann Arbor Transit Authority (AATA),

Adopted Master Plan 25

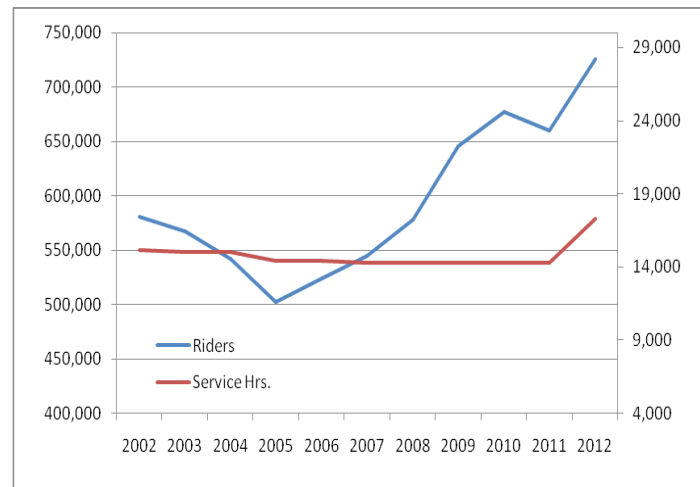
and more recently becoming a member of the Authority, now called The Ride. Prior to 2013, the City operated under a purchased of service agreement. In 2010, in response to budget pressures, the City passed a voter-approved charter amendment to dedicate funding to the purchase of transit service. In 2013 the City was added as a charter member. As a new member of The Ride, no purchase agreement is required with the dedicated millage being passed along to The Ride.

The Ride has conducted long-range planning for the county beginning with a 30 year plan drafted in 2010. A 5 year urban-Urban Core Service Program is proposed to expand service in the City of Ypsilanti as well as in other service areas. As of 2013, four routes run between Ann Arbor and the downtown Ypsilanti Transit Center; three more

run east from downtown into Ypsilanti Township. Eastern Michigan University additionally contracts with The Ride for a circulator shuttle around the main campus and to the business school in the Historic Downtown. EMU uses a separate transportation provider to provide shuttle service from a west-side parking lot on Hewitt to the main campus.

This portion of The Ride's system has seen a 10% increase in ridership from 2002 to 2009 (see Figure 11). However, service hours, the number of hours buses are in the city limits as part of a service route, have declined by 6% in the same period. This decrease has led to high "productivity", as measured by riders per service hour, within Ypsilanti – around 45 riders/service hour, relative to the system-wide level of around 30 riders/service hour.

Figure 11: The Ride Data for City of Ypsilanti Routes

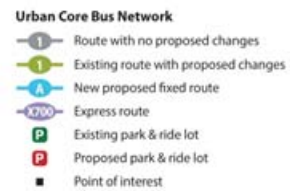


Data Source: The Ride

This increase is consistent with The Ride's system-wide ridership trends, but also reflects state-wide and national trends of growing local and inter-city transit use. These trends, based on cost-consciousness around rising fuel prices, increased environmental awareness, and other factors, have contributed to interest in new modes of transportation. In the near term, Ypsilanti and the other communities along Washtenaw Avenue are considering improved transit service along that corridor, beginning with additional bus service and potentially growing into bus rapid transit or light rail service. The Ride is also working with local communities on system enhancements including improved and additional fixed route service in the "urban core" (see map 17).

While Ypsilanti has not had passenger rail service since the 1980s, work is underway on Ann Arbor to Detroit commuter rail service that would have a stop in Depot Town, along with service to Detroit Metro Airport and Dearborn. The system would also provide access from Ypsilanti to Amtrak service on the Chicago-Detroit-Pontiac line, which is planned for improvements as part of the Midwest High-Speed Rail Initiative. An environmental review is still needed and a new platform will need to be constructed, pushing operation to 2016.

Five-Year Transit Improvement Program



Cars, Trucks and Streets

Ypsilanti has seen an overall decrease in traffic over the past decade, due in large part to major industrial employers reducing their workforce or closing. The exception is the northern part of the City, where growth on the EMU and St. Joseph Mercy Hospital campuses has contributed to increased traffic. The County and Region have experienced a decrease in Vehicle Miles Travel (VMT) since 2002.

The VMT may have increased slightly recently. However as of 2013, there has been a decrease, and the numbers are not near the peak of 2002. Long-range modeling done as part of the WATS 2035 Regional Transportation Plan forecasts an increase in traffic and congestion over the next quarter century: 43% of the city's major streets, by mile, are forecast to be congested in 2035, relative to 20% in 2005.

Figure 12: Intersection Traffic Volumes

Street	Location	Year	Daily Volume	Comparison Year	% change	Annual % change
Michigan Avenue	East of Huron	2010	21,325	1992	-36%	-2.0%
	East of Hamilton (downtown)	2009	22,484	1992	-16%	-0.9%
	West of Congress	2006	12,585	1994	-20%	-1.7%
Washtenaw Avenue	NW of Mansfield	2007	26,783	1992	-10%	-0.7%
	NW of Oakwood	2004	26,336	1992	-12%	-1.0%
Prospect Street	South of Maus/Spring	2005	9,913	1998	-15%	-2.1%
	South of Holmes	2005	8,325	1994	1%	0.1%
Cross Street	West of River (Depot Town)	2006	10,246	1994	20%	1.7%
	West of Wallace	2006	8,180	1994	-16%	-1.3%
Harriet / Spring	East of Hawkins	2005	4,850	1996	-14%	-1.6%
	West of Catherine	2006	13,619	1994	-17%	-1.4%
Hamilton	South of Harriet	2009	15,511	2000	-11%	-1.2%
Huron	South of Harriet	2009	16,059	2001	-11%	-1.4%
Leforge	North of Huron River Drive	2006	12,906	1999	66%	9.4%
Huron River Drive	East of Hewitt	2008	16,519	2003	12%	2.4%
River	North of Michigan	2004	4,095	1994	-14%	-1.4%
Mansfield	South of Cross	2004	3,907	1994	14%	1.4%
First	South of Michigan	2004	4,600	1999	-2%	-0.4%
Grove	North of Spring	2004	2,702	1994	-37%	-3.7%

Italicized cells indicate that base year is approximate, between 1991-1996
Source: Washtenaw Area Transportation Study

Figure 13: Annual Crash Rate, 2009-2011

City Rank	County Rank	Intersection	Crash Rate
1	6	Washtenaw at N. Hewitt	1.7
2	7	Huron at Michigan Ave.	1.9
3	10	W. Michigan Ave at S. Hamilton	2.0
4	11	Oakwood at N. Huron River Drive	2.5
5	19	W. Michigan Ave. at N. Congress	2.7

Crash rate per 1,000,000 cars

Data Source: Washtenaw Area Transportation Study

While traffic counts are done sporadically and are individually difficult to draw conclusions from, a sampling of recent and past counts from around the city shows that traffic volumes have been stagnant or declining somewhat over the 1990s and 2000s (see Figure 12). As noted, increases in traffic are largely attributed to the main traffic generators in the area, primarily Eastern Michigan University but also Washtenaw Community College and St. Joseph's hospital. Washtenaw County, as part of the Reimagine Washtenaw effort, is working with these institutions and others in the area to look at Traffic Demand Management practices that could further reduce vehicle miles traveled through programmatic changes and behavioral shifts to car-pooling, transit usage, walking, biking, etc.

In recent years, traffic safety in Ypsilanti has improved both on in terms of number of crashes at major intersections and relative to the Washtenaw County region. Some of this may be attributed to flat or declining traffic volumes in the city, compared to growing volumes elsewhere in the County.

As shown in Figure 14, the City had 5 of Washtenaw County's highest-ranked intersections for crashes in the early 1990s, but only 3 in the late 2000s. Of those intersections where crash data is available for both periods, overall number of crashes decreased significantly. In general, the city's high-crash intersections are located on the high-volume State trunklines, around campus, along Washtenaw Avenue,

along Michigan Avenue, and near the I-94 access ramps (see Figure 13). These one-way streets no longer handle the same volume of traffic. The 1998 City Master Plan recommended these streets be returned to two-way.

Transportation Summary

The following transportation factors have implications for policies in the Master Plan:

- The non-motorized network has a number of deficiencies. Public input during the process asked for better bicycle lanes and access throughout the City.
- More transit riders are using The Ride bus routes in the City. The City should continue and if possible, expand the service.
- The City should implement designs for streets to be safe and comfortable for pedestrians.
- Daily train service, while the time line is uncertain and likely several years off, would have major positive impacts for Ypsilanti's core. More demand for housing would be expected within a quarter mile radius, an easy 10-minute walk, of the train depot.
- The volume of vehicle traffic and the number of crashes has decreased. Improvements should continue to make streets safer but also should recognize that cyclists and pedestrians use the roadways as well, and not default to vehicular improvements over those for non-motorized users.
- Crashes are concentrated on the one-way streets. The speed limit of some of those streets were recently raised by the State of Michigan. The past Master Plan recommended these streets return to two-way traffic.

Chapter 4 - City Framework

“We are not the suburbs.”

-Proposed Guiding Value at Focus Group

This Master Plan is a fundamental shift to view the City as an urban system with a framework of interconnected parts, shown on the Framework Map (Map 18). The map, taking the place of a future land use map in a traditional plan, also provides guidance to the community and developers to the context of the built environment. The Framework Map will set the design context and guide the development form of the city through form based regulations. It has centers, corridors, districts and neighborhoods that include unique building forms within the City of Ypsilanti summarized below:

- **Centers** are the heart beats of the City – downtown, Depot Town and Cross Street adjacent to the EMU campus. Each area has buildings built up to the sidewalk and a variety of uses - retail, restaurants, services, office, civic, and residential. They are places where people walk, gather, shop, exchange and meet.

The plan proposes to build on the strengths and improve the weaknesses of these areas to make them great places. Hamilton, Huron, Cross Street and Washtenaw Avenue are proposed to become two-way streets, putting pedestrians and cyclists on even footing with automobiles. Future ordinances will preserve the architecture of these areas, while requiring natural surveillance to improve safety. Policies will also enable the continued re-use and redevelopment of buildings, increasing their sustainability. Specific plans for each area are shown in Chapter 6, including design plans for Depot Town to prepare for the planned commuter rail station. A redevelopment concept plan and design standards for the Water Street area are in Chapter 10.

- **Neighborhoods** are where homes are clustered together, along with small-scale other uses that serve the people that live there (such as a corner store, a school, church or library). Each of the dozens of neighborhoods in Ypsilanti has its own character, influenced by the size and architecture of the buildings, the layout of the streets, parks and the people who live there. Neighborhoods fall into two categories, discussed in Chapter 7:

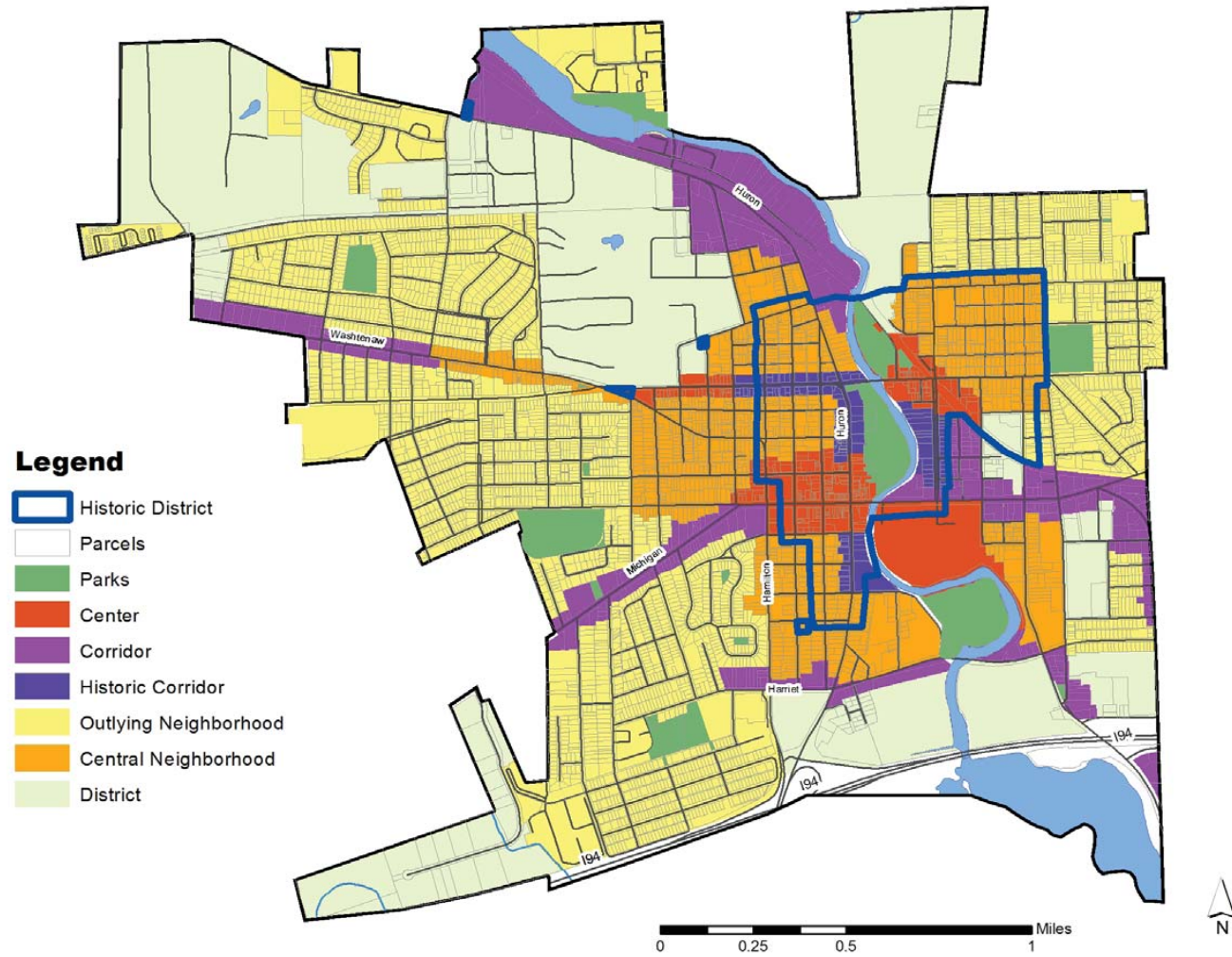
Central Neighborhoods are among the oldest in Ypsilanti. Initially oriented on the Huron River, they are built on a grid street network connected to the adjacent business districts. They border downtown, Depot Town and EMU. These neighborhoods have a range of residential building types, with churches, schools, stores and gas stations intermixed. Around the railroad, industrial uses are mixed into the neighborhood.

Under this plan, the mix of uses will follow the pattern of current zoning. However, the building's form would be regulated, including those outside of the historic district, to maintain the character of the area. Regulations for two-family and multiple-family options would be collapsed into clear rules based on the number of housing units- with categories for duplexes, group living arrangements, 2-4 units and 5 or more units. When developing the form-based code zoning, the building types, uses and setbacks will be calibrated to preserve the character of these neighborhoods.

Outlying Neighborhoods were built in the middle or later part of the 20th century and were designed as areas for a single

Map 18: Framework Map for City of Ypsilanti

Shape Ypsilanti



type of housing, either single-family or multi-family. These neighborhoods are adjacent to a corridor but the street network is designed to carry traffic into the neighborhood, not through it. Any non-residential uses, other than schools or parks, are located at the edges, not embedded within the neighborhood.

These neighborhoods will have uses limited to the type of residential for which they were built. In some areas, like the Heritage Park neighborhood in the southwest part of the City, zoning would be changed so that duplexes and group homes would no longer be allowed by right. As many of these areas have aging populations, the City needs to be concerned about the stability of these neighborhoods as demographics shift.

- **Corridors** are the streets that connect the City together, and sometimes divide it. They are the arteries of transportation into, around and through the City. Two types of corridors exist in Ypsilanti:

Historic Corridors connect the centers of the City with each other and the surrounding neighborhoods. They are dominated by large, historic homes now used in a variety of ways – residences, office, retail. Houses of worship and other civic buildings also line these corridors, interspersed with smaller homes. The transportation plan sees restoration of two-way traffic to the one-way historic corridors of Huron, Hamilton and Cross. It also proposes the extension of River Street through the Water Street redevelopment area to Factory in the next twenty years. Uses will remain flexible allowing the historic buildings to accommodate changing markets and traffic patterns.

General Corridors are streets that connect the City to neighboring municipalities and the centers. Many of the corridors – Ecorse, East Michigan, West Michigan and Washtenaw – are primarily suburban in form and are currently appeal to auto-oriented commercial uses. The shallow lots

along many of these corridors no longer accommodate the larger 21st century footprint of suburban style buildings with parking in front and lawns on all sides. The new pattern proposed in this Plan will allow parking on the street and require buildings to be closer to the street; with minimal yards, lots will have more buildable area for residential, commercial and office uses mixed throughout.

Other corridors – Huron River Drive and Harriet – have one type of building on one side of the street and a distinctly different situation on the other side of the street. Future regulations would require, where possible, the two sides of the street mirror one another. In twenty years, the dignity of Harriet Street should be restored to a walkable shopping district for the adjoining neighborhoods. Huron River Drive should become a point of integration between the campus of Eastern Michigan and the City. Addition of sidewalks, crosswalks and bicycle lanes are essential to transitioning this street from a dividing line geared only to move vehicles to a place where the City and campus meet seamlessly. Chapter 8 provides more detail for each of these areas.

- **Districts** are parts of the city dedicated to a single type of activity, like Eastern Michigan University, the office and medical area on Towner, and the industrial areas of the City in the south. The challenge is to use the street network design to integrate them into the City while assuring that students, faculty, workers and suppliers can reach their destinations easily.

Eastern Michigan University's campus, which is not within the regulatory jurisdiction of the City, will be preserved and improved by joint planning and cooperation between the City and EMU, as part of a Campus master plan process. The confusing confluence of Cross and Washtenaw is proposed to become the front door for the EMU campus.

The office and medical area clustered on Towner in the eastern part of the City is also an asset that can be better integrated into the physical environment. Future policies will aim to preserve and enhance the buildings, while making walking, biking and taking transit to these offices easier.

The cemetery in the northern part of the City will be preserved.

The industrial areas in the south of the City represent the best hopes for a revitalized employment area. The industrial park in the southwest corner of the city has no vacancies, but could be reconfigured to accommodate additional businesses. The industrial property in the southeast corner is vacant or underutilized. The former Motorwheel site is also a potential job center. Industrial areas around the railroad provide jobs and could be places for additional workshops. Chapter 10 details plans and options to attract job centers to these properties.

ZONING – FORM-BASED CODE

The chief mechanism for implementing the Master Plan in Michigan is the Zoning Ordinance. With this Master Plan, the City of Ypsilanti is advocating a new approach to zoning, one that is based on the framework presented in this chapter. The table on this page compares the current code to the advantages of a form-based code.

Ypsilanti's form-based code will emphasize the physical character of development (its form) while also regulating land uses. The Master Plan typically regulates land use with a broad stroke, with the Zoning Ordinance further refining the categories that are centered around specific permitted uses. In contrast to the existing zoning ordinance, Ypsilanti's form-based code will focus on how development relates to the context of the surrounding community, especially the relationships between buildings and the street, pedestrians and vehicles, and public and private spaces. The code will address these concerns by regulating site design, circulation, and overall building form.

Figure 14: Code Comparison

Shortcomings of the current code:	Advantages of a form-based code:
Design requirements do not take into account street and open space patterns.	Design standards require functional street, block and open space patterns.
Development that does not fit the character and context of the surrounding area.	Design standards are keyed to Design Districts, -areas having similar form.
Forced separation of land uses can result in an inefficient, sprawling pattern of development.	More mixed use is allowed and more connections are created between uses.
Provides no assurance of good design.	Design standards include building typologies to address proper building orientation, parking location, and basic architectural treatment.
Proscriptive rules tell the developers what they can't do.	Prescriptive rules tell the developers what they should do.
Lots of written rules make the code difficult to understand and administer.	More illustrations and tables make the code more user-friendly.

The current regulatory framework for the City ignores the many of the most desirable attributes of the actual built environment in the City. Many cities are faced with this issue because the regulations were often put in place after the existing fabric of the community was designed and built.

In creating a form-based code, the context and design of the built environment serves as the foundation for the regulations. Building typologies, street sections and parks are all included in a form-based code. These elements will be designed to integrate into the existing environment, providing surety for the community and developers.

How people move through the City is the blood flow for the framework of centers, neighborhoods, corridors and districts. The following chapter lays out the transportation system for Ypsilanti.

Chapter 5 - Transportation

“Reward the short trip”

—Consultant Team member during Discover Charrette

The streets of the City were laid out in the late 19th and early 20th century. The transportation structure changed in the mid 20th century with the creation of one-way streets with the interchange with Interstate 94 and Huron. A large workforce moved in and out of the City daily at that time. Today, the streets do not handle the same type or volume of traffic. Meanwhile, the one-way streets are among the most dangerous in Ypsilanti and Washtenaw County.

In addition, the transportation within Ypsilanti is changing. The communities along the Washtenaw corridor are planning for rapid bus service along Washtenaw Avenue, increasing the capacity and frequency of the most heavily travelled bus line for Ann Arbor Transportation Authority, called The Ride. Four time a day commuter rail service connecting Detroit to Ann Arbor is anticipated to begin in 2016. Several bicycle paths and lanes, including the Border-to-Border trail spanning Washtenaw County, have been constructed or are on the drawing board, to provide safe routes for cyclists.

TRANSPORTATION PLAN

Map 19 shows the proposed transportation improvements for the City. These changes were developed during the two Charrettes held in the Spring of 2013 and then refined through focus groups in the summer of that year. They represent a twenty-year vision for the transportation network of the City.

PRIORITIES

Street changes or improvements are usually expensive and time-consuming. The transportation changes proposed here are daunting for a small city with fiscal challenges. With that in mind, the

following values should guide prioritization of funds and staff time for transportation efforts:

Reward the short trip

Any street network change should facilitate the walk between neighborhoods, bike to work in the City or bus trip or car ride across town. It should not help regional through-travelers to the detriment of those traveling within the city.

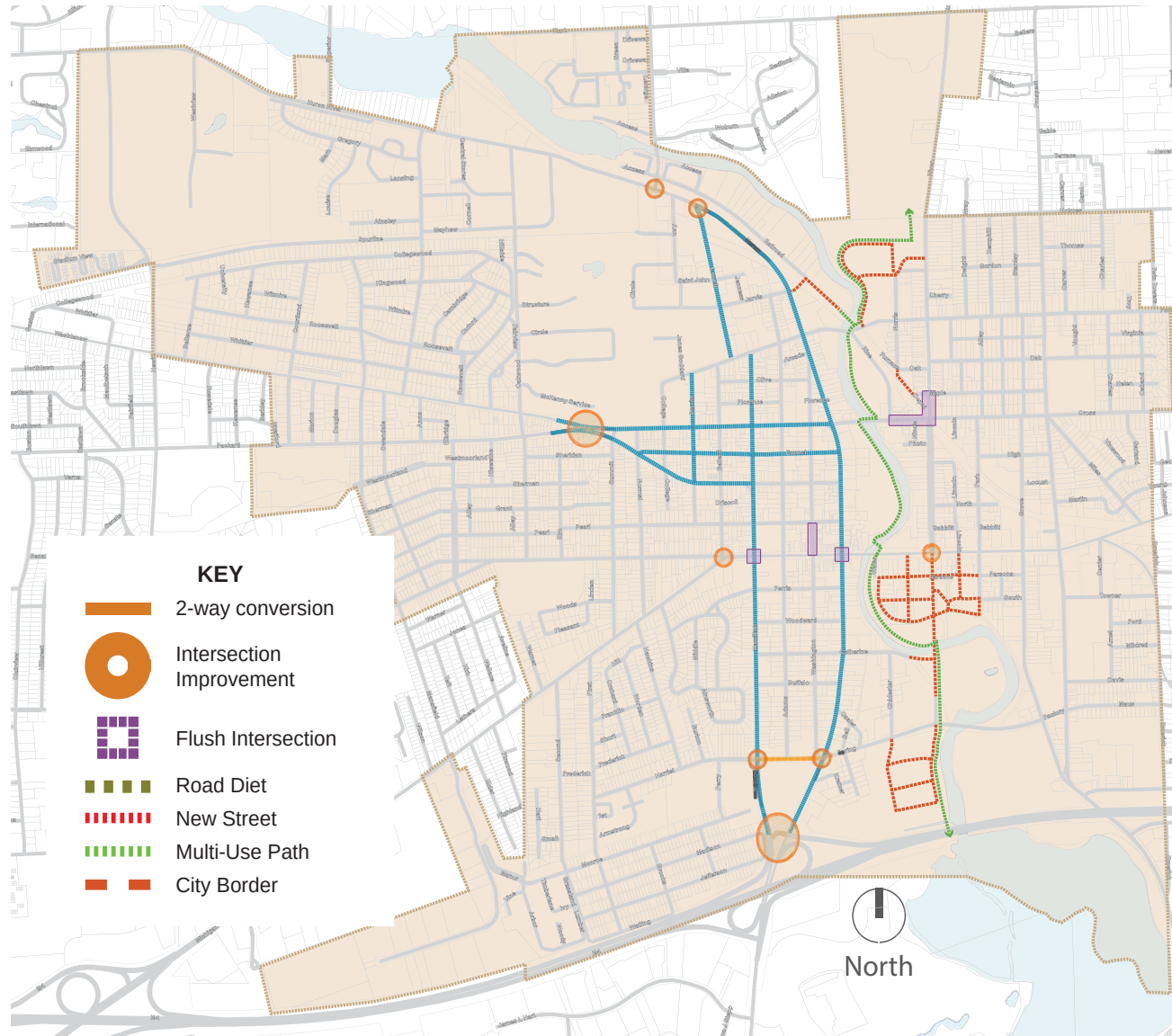
Follow the money, and be ready for opportunities

Funding is usually available for on-going initiatives, such as resurfacing, underground utility work that digs up the street, development projects, etc. The City should pursue grant funding with match requirements within its budget as well as creative partnerships to advance the goals of this plan. If funding is available for one project or idea but not another, the City should be flexible to advance its goals and projects within the spirit of this plan.

Make the streets better, not wider

City resources should not be used to add turn lanes, widen roads, or other means of conventionally fighting congestion in the City, when other options are available. Instead, spend City money, grants, State and Federal dollars on adding value to the place, the walkability, the aesthetics and making the streets safe. A possible exception to this rule is the conversion of a travel lane to a turn lane with the conversion of a 4-lane road to three lanes.

Map 19: Transportation Project Map



Shape Ypsilanti

Guiding Values

Safety comes first

Ypsilanti is sustainable

Anyone can easily walk, bike, drive or take transit from anywhere in Ypsilanti and to anywhere else in Ypsilanti and beyond

Ypsilanti is an asset of Eastern Michigan University, and Eastern Michigan University is an asset of Ypsilanti

Everyone in the region knows Ypsilanti has great things to do in great places that are in great shape!

We can only achieve our vision by building a community amongst ourselves and with our neighbors

Adopted Master Plan 35

If car-carrying capacity is needed, it can be achieved by:

- adding new, two-lane, two-way streets to the network;
- making connections in the network that were previously severed;
- shortening trip lengths by reducing circuitous routing (i.e., restoring two-way operation, removing turn prohibitions, breaking up super-blocks);
- shortening trip lengths by adding density and rich mix of land uses in the downtown and centers; and converting automobile trips into walking, cycling, and transit trips by all of the means above plus traffic calming, building regulations that make a comfortable environment for people as well as cars, and building complete streets that are comfortable for vehicular and non-automobile modes of transportation.

Design with the community, not for it

When a project has been funded and is on the drawing board, the engineers and designers should talk with the community about options and suggestions before the design is final. The people using the streets everyday have valuable insight and should be included early on in the process, as mandated by the City's Complete Streets Ordinance. The public engagement process should be updated with lessons learned by each project.

TRANSPORTATION PROJECTS

The projects shown on Map 18 were developed during the two charrettes held in March and April of 2013. The projects were later vetted by the community through postings on Facebook and focus groups. These projects are described in detail below. The suggested phasing is based on a combination of expert advice and community backing. They fall into five categories: city-initiated projects, Historic Downtown projects, projects built as part of new developments, and street policy changes.

CITY-INITIATED PROJECTS

The City will decide through its Capital Improvement Plan (CIP), required by the State of Michigan, what project to move forward first. Projects for the next five years are listed below with description in order of priority, as suggested by the consultant team and then advised by community input:

Coordination of pedestrian-bike connection across the I-94 interchanges at Huron and Hamilton

WATS is facilitating partner communities and stakeholders working together to formalize plans for a pedestrian-bike connection across the highway. City staff will coordinate with those efforts to ensure that they are compatible with and without the proposed roundabout at Harriet to facilitate the return to two-way function of Huron and Hamilton. During the Summer 2013 focus groups, residents felt a pedestrian connection over I-94 was a priority for completion in the next five years. Many walk or bike to the shopping, parks and other facilities in Ypsilanti Township and find the trip treacherous.

Separation of Cross Street and Washtenaw as part of the Re-Imagine Washtenaw Plan

The confluence of the one-way streets of Cross Street and Washtenaw Avenue at the southern edge of the EMU campus is one of the most confusing intersections in Ypsilanti. Due to the wide roadway, pedestrian crossing is dangerous. In order to create a safer, more appealing place, the transportation plan recommends the separation of the two streets, and returning each to two-way function (see Figure 19 in the next chapter). While generally supportive, residents expressed concern about how the traffic would disperse through the adjacent neighborhoods. Therefore community involvement should be a higher priority than usual for this project. The property in between Cross and Washtenaw, currently a parking lot, would be converted into a park and perhaps housing or a mixed-use development. The same number of parking spaces would be available as on-street parking.

Reimagine Washtenaw is a cooperative planning and transportation effort between four jurisdictions and multiple transportation agencies to transform the Washtenaw Corridor between Ann Arbor and Ypsilanti by improving mass transportation, providing safe bicycle and pedestrian networks, rethinking land use, and creating coordinated standards that transform the corridor from a necessary but unpleasant experience, to a desirable, safe, and useful one. The incremental results of this work will not only create a highly-functioning, multi-modal corridor, with sense of place, but also facilitate public investment, thereby increasing property values over time by attracting new private investment.

Each local jurisdiction, Ypsilanti, Ann Arbor, Ypsilanti Township, and Pittsfield Township, is working toward uniform standards in regard to providing sidewalks, bicycle lanes, on-street parking where appropriate, and related land use standards that will put redevelopment on a pedestrian scale, with pedestrian facilities throughout the corridor. The transportation agencies, The Ride, Michigan Department of Transportation, Washtenaw County Road Commission, and Washtenaw Area Transportation Study (WATS) are working together on a long-term concept for road design and right-of-way requirements that will allow for the bicycle and pedestrian improvements, on-street parking where appropriate, with the potential for a dedicated transit lane or light-rail in the long term.

As part of the 2013 Right-of Way study facilitated by Washtenaw County on behalf of the local jurisdictions, preferred street segments are being developed for the entire corridor. Future use scenarios were also determined, and many recommendations are based on traffic volume reductions that are expected to be gained through land use changes, traffic demand management practices to be adopted by major area employers, and related transportation mode shifts. Throughout the entire corridor, innovative stormwater management systems, beautification and landscaping, sidewalks, and bicycle lanes are planned.

For the segment in the Ypsilanti city limits (from west to east), a narrow landscaped median is recommended from Hewitt to approximately the Courtland intersection to provide refuge for pedestrian crossings, improve aesthetics, and slow traffic. East of that a transition is recommended to reduce from four travel lanes to two, adding on-street parking on both sides of the street, until east of Oakland. At that point, with the separation of Cross and Washtenaw and a change from one-way to two-way traffic, on-street parking may only fit on one side of the new streets. It is suggested that it stay on the north side of the street by EMU, to provide easy parking for administrators and students.

Return One-Way to Two-Way Streets, especially Huron and Hamilton

These streets are not friendly to pedestrians due to the high speed of vehicles. The one-way streets are also difficult to navigate and create longer trips for pedestrians, cyclists, transit riders and motorists.

Returning the two-way functions of these streets will support the urban framework of the City. The studies and physical changes are expensive and most likely not possible for the City to complete in a 5-year window, especially in the City's current fiscal situation. A 10-year window is more realistic. However, staff time should be dedicated in the next year to work with the Michigan Department of Transportation (MDOT) to get their support for two-way function of those City streets shown on the transportation plan, especially Huron and Hamilton. A roundabout or other mechanism near the I-94 interchange to downtown may be needed to accommodate the conversion to two-way traffic. The appendix contains more information on the process and data recommended.

HISTORIC DOWNTOWN PROJECTS

Several of the transportation projects are located in the Historic Downtown. These projects could be carried out in conjunction with the Downtown Development Authority (DDA) and should be included in any updates of the DDA Tax Increment Financing Plan:

Figure 15: Roundabout for 2-Way Conversion



The drawing above shows a roundabout to facilitate 2-way conversions of Huron and Hamilton, while maintaining safe access to Interstate-94. In this instance, cooperation with the existing warehousing facility would be needed. Based on on-line and in person feedback, the Ypsilanti community has a love/hate relationship with roundabouts. Other design options exist and should be explored with community input when plans are being developed.

Drawing by: AECOM

Raised intersections at Huron & Michigan Avenue and Hamilton & Michigan Avenue

Raised or flush intersections at these locations would bracket the Historic Downtown as entry features slowing traffic as it enters the area (see figure 16). For pedestrians, there would be no ramp or “step down” into the street. For vehicles, the intersection would be a “table top” with a gentle incline to the raised crosswalk and a ramp down. The goal is both to make pedestrian crossing easier and slow traffic. If this type of treatment is not possible on arterials, another mechanism which achieves those goals should be explored.

Washington Street as a flush festival street

Washington Street, between Pearl Street and Michigan Avenue, is often closed to traffic for concerts. The evening of the surfaces as a curbless street would create more pedestrian friendly event space (see figure 17).

Roundabouts at Michigan Avenue & Congress/Ballard and Michigan Avenue & River Street

The downtown’s desired speeds and attractiveness would be supported by the two roundabouts, starting with the one at the three-way intersection at Congress. The roundabout at River Street could be completed in conjunction with development of the Water Street area.

NEW DEVELOPMENT

Many of these projects should be wrapped into anticipated development in adjacent areas, both private and public:

Cross Street and River Street in Depot Town as flush festival streets

With a new train stop near the intersection of Cross Street and River Street, more pedestrian and event activity is expected in Depot Town. Cross Street is already often used for events. Curbless streets will help pedestrians navigate and ease of events. Drivers of vehicles know where the traffic lanes and pedestrian areas are by different types of materials, both color and texture, as well as bollards or other street

furniture. The cost and design should be coordinated with the new train stop and incorporated into the DDA TIF plan.

Vehicular Bridge and extension of River Street to Factory

One of the most expensive proposals in the transportation plan is to extend River Street from Michigan Avenue across the Huron River to Factory Street, in coordination with the Water Street redevelopment. The extension would connect the Water Street redevelopment area to the highway but also link the neighborhoods in the southeastern part of the City with the Historic Downtown. Grant opportunities, coordination with developers and other funding resources should be explored.

New Streets in Redevelopment Areas

New streets are shown in several redevelopment areas. These streets should be built by the developer but in accordance with a structure and design that meets the community's guiding value of walkability. The Water Street area is owned by the City, which could dictate street design as a condition of sale. For the other areas, zoning and design requirements should be updated to mandate a walkable street grid that connects and completes the existing streets.

Multi-Use Paths

Multi-use paths are shown connecting Railroad Street and the cemetery in the northern part of the city to Frog Island Park. Both areas are underutilized and could redevelop in the next ten years, especially when rail service begins. The completions of the Border to Border Trail is also shown on the transportation plan. Pedestrian links to job centers in the districts should also be built. For example, the City holds an easement that could be used for a path to connect the industrial park to the neighborhood to the southwest. Regulations should be updated to require easements for, if not the building of these paths as part of development of those areas.

Figure 16: Raised Intersection Example



Source: AECOM

Figure 17: Curbless "Festival" Street Example



Source: AECOM

STREET POLICY CHANGES

Two areas of the City are proposed for overall changes to the streets to make them more accessible to everyone:

Harriet Street Road Diet

Harriet, from Huron to Perry, should become a two-lane street with on-street parking and sidewalks separated from the roadway. The City should change the design standards for Harriet. The City may want to consider a road diet continuing east on Harriet/Spring/Factory/Maus but maintaining the ability of trucks to access the job districts.

Leforge Road and Huron River Drive Reconfiguration

The intersection at Leforge and Huron River Drive is challenging to pedestrian but is where many EMU students live and walk to campus. Within a ten-minute walk are some of the largest multiple-family complexes in the City, a city park and EMU campus. The City should make it a high priority work with EMU to create a vision for this area as an interconnection between the City and the University. Both the University and the City should then update their plans and policies for the area accordingly. The level of detail, coordination and community input warrant a planning process for this area specifically. If funding is available, an intense design process should be part of the five-year update to this plan.

PROGRAMS

Two programs are part of the master plan to increase the ability of people to use any modes of transportation they choose anywhere in the City:

- Expand car sharing program in the Historic Downtown.
- Create and publish maps with bicycle and walking routes in the City

The following chapters detail the elements of the City Framework: Neighborhoods, Centers, Corridors and Districts.



A train platform at Depot Town is key to the future of transportation in Ypsilanti. Photographs above are from an event giving the public the opportunity to board a train at the future site of the platform. Decision-makers who attended from the City Council, County Commission and U.S. Congress.

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Chapter 6 - Centers

“The heartbeat of any community are places to gather, especially on a social level.”

-Facebook comment about post asking how to strengthen centers

There are three centers within the City of Ypsilanti – the Historic Downtown, Depot Town and Cross Street. They are active, synergistic places where people come together. Their historic buildings are the calling cards of the City. These are the places where people shop, go to school, live, come to work, visit, drop by City Hall, eat, gather and have fun. They host events which bring thousands of visitors each year and bring the City together as a community. All three centers are in the City’s Downtown Development Authority (DDA), supported by the tax increment revenue generated from the DDA.

PAST POLICIES

In adjusting to the shift from a manufacturing economy, Ypsilanti has focused on small business development, especially within the centers. The City has worked to maintain low barriers of entry for new businesses, and encourages entrepreneurs to start up businesses. However, new construction is limited due to physical constraints of the City, among other factors.

The City has successfully encouraged conversion of upper stories in the Historic Downtown and Depot Town into housing. The units brought onto the market in the past decade have been rented or sold quickly.

More recent economic development efforts have focused on placemaking as well as absorbing existing commercial and residential vacancies. Walkability, regional public transit, and work toward securing commuter train service on the Ann Arbor to Detroit Line are current transportation goals.

PUBLIC INPUT

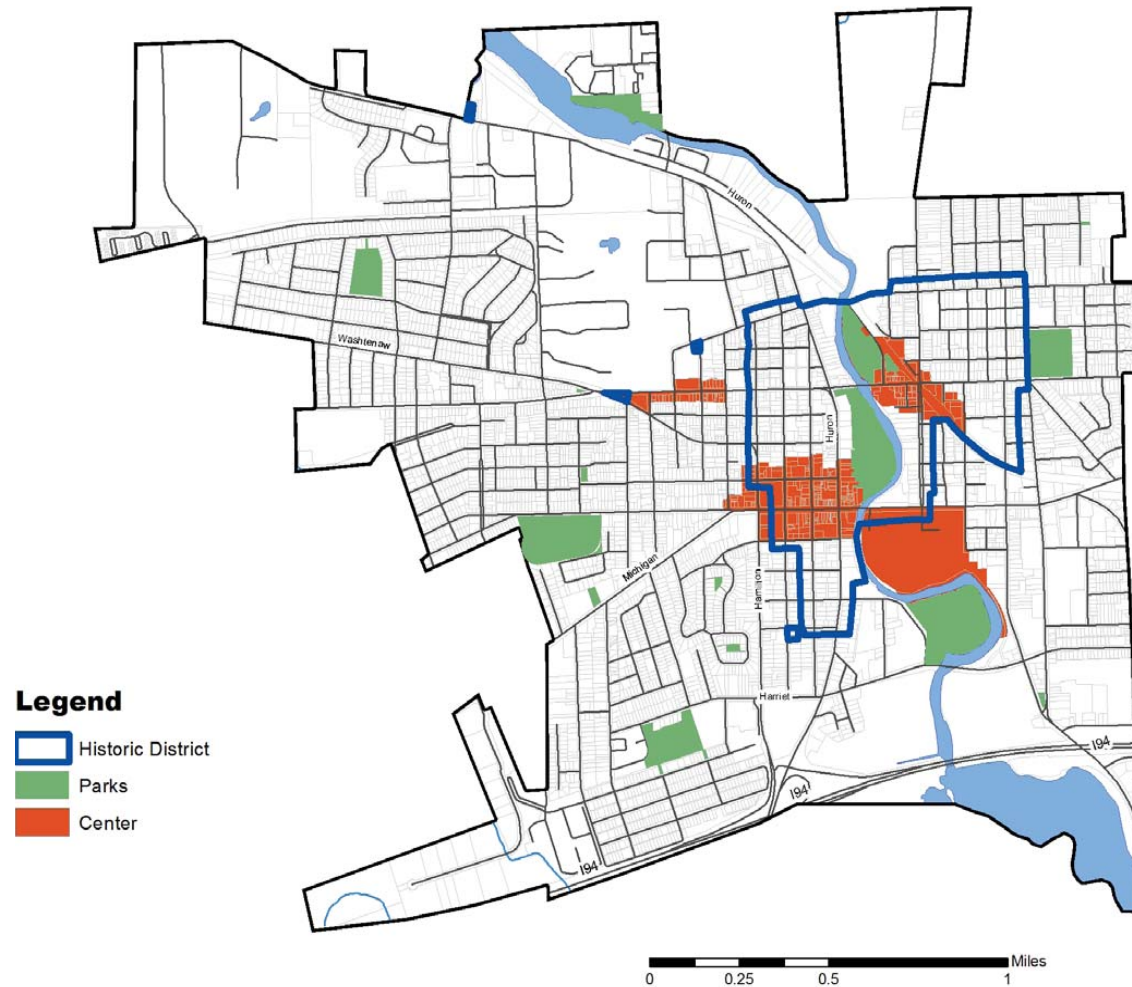
Input about the centers was gathered in focus groups, the 4-day long Discover Charrette and through social media. Across the board, participants felt the centers were great places that should be preserved but could be improved in terms of cleanliness, safety and walkability.

Public input was positive about the Historic Downtown, with emphasis on preservation of the historic buildings. Participants felt the walkability and safety of the area could be improved, as well as the cleanliness of the streets and parking lots. Many participants felt there were too many bars and restaurants while others wanted these types of gathering place. The adult club was also a source of tension, with many wanting it to be removed and others saying it should be left alone.

Depot Town was continually cited as an asset of Ypsilanti, to be built upon and improved. Many supported the opening of daily commuter rail service in Depot Town, with a few citing safety concerns such as how to accommodate long-term parking and improved bicycle and pedestrian connections.

The Cross Street area was generally seen as positive, with much improvement in the past five to seven years. The focus group with EMU students requested that stores be open later at night, when they are most likely to use them. The intersection of Cross and Washtenaw as well as the one-way streets was seen as a barrier to pedestrians and vehicles easily navigating the area.

Map 20: Centers Map for City of Ypsilanti



Guiding Values

Safety comes first

Ypsilanti is sustainable

Anyone can easily walk, bike, drive or take transit from anywhere in Ypsilanti and to anywhere else in Ypsilanti and beyond

Ypsilanti is a great place to do business, especially the green and creative kind

Ypsilanti is an asset of Eastern Michigan University, and Eastern Michigan University is an asset of Ypsilanti

Everyone in the region knows Ypsilanti has great things to do in great places that are in great shape!

We can only achieve our vision by building a community amongst ourselves and with our neighbors

DATA

According to the commercial analysis for this project, the centers are three strong commercial anchor locations that provide a wide range of specialty goods and services. The devoted resident base and healthy EMU market provide a strong customer base for these businesses. Market analysis completed for these areas by Hyett Palma in 2009 concluded that the Ypsilanti DDA area captures approximately 10%, or about \$121 million of the estimated region's demand at \$1.1 billion annual demand.

These locations have limitations to growth, due to the historic building stock. Focus group participants described these as ideal locations for small to mid-sized operations that could fit a first-floor foot print of 2,000 – 4,000 square feet. Some businesses have been successful at expanding into neighboring storefronts, but the reality of growth is fairly limited for a major food store, entertainment complex or larger footprint a national clothing retailer would require. A few buildings with larger footprints are available - the Thompson Block in Depot Town as well as the Smith Furniture Building and the Pub 13 building in the Historic Downtown.

POLICY & PLANS FOR ALL CENTERS

Certain actions will apply to all three centers, in particular the form-based zoning. The following are expected in the Historic Downtown, Depot Town and Cross Street:

Create building standards for centers that preserve their architecture

All three centers have unique, historic buildings that have been protected by the regulations of the historic district. The anticipated form-based zoning code will require building location, story height, front door and window location to match the existing architecture, reinforcing existing patterns and the historic district regulations.

Finish Upper Stories

Upper story conversions in the Historic Downtown and Depot Town have been successful, bringing new residents. The City should continue policies and assistance to convert upper stories in centers into active use.

Allow renewable energy facilities on all buildings

The City has several buildings in the centers with solar panels and geothermal facilities, such as City Hall and the Ypsilanti Food Coop. The zoning should allow for solar panels, geothermal facilities and other renewable energy facilities to be placed on buildings, supporting the guidelines created by the Historic District Commission.

Draft a business attraction plan for the centers

The City, Small Business and Technology Development Center, Ann Arbor SPARK and the DDA should work together to create a process to guide business attraction for Downtown, Depot Town and Cross Street.

Encourage activity during the day and evening

A number of participants, especially EMU students and other youth, expressed a desire for opportunity in the City's centers during the evening as well as the day. Many felt there was not much available after hours except for bars. The DDA and the City should work together with existing businesses to expand their hours and factor the need for evening uses that are friendly to people of all ages into the business attraction plan. Working with EMU, the changes should be communicated to EMU faculty, staff and students.

Continue and expand the number, type and location of festivals and events

Events, such as the Color Run, and annual festivals, like the Heritage Festival, bring thousands of visitors and residents alike to the centers of Ypsilanti. If it can, the DDA and Ypsilanti Convention and Visitor's Bureau, supported by the City, should increase the number of events and make sure they occur across the City centers and in all four

seasons. Options could include the use of College Place, other areas in and around EMU's campus, Frog Island and other large City parks as well as downtown streets.

Create a marketing campaign for the City of Ypsilanti

Throughout the public engagement process, participants felt that the City had an undeserved reputation in the region as an unsafe place with not much to do. A marketing campaign, in conjunction with the Ypsilanti Visitors and Convention Bureau, was suggested as a five-year goal.

Install a way-finding system

The DDA and the Ypsilanti Convention and Visitor's Bureau is currently exploring a process for designing and installing a series of signs, known as a way finding system, to help travel to destinations in the City. This effort should be done in conjunction with proposed changes to the street system and coordinated with EMU's way-finding signs.

The following sections detail specific plans and policies for each center.

HISTORIC DOWNTOWN

Historic Downtown Ypsilanti is located at the intersection of M-12, the old Chicago Road, and the Huron River. The plan for downtown is to make it safer, maintain its diversity and sustainability. These following items, except for zoning changes, should be included as part of the update of the DDA's Tax Increment Financing Plan and pursued in conjunction with consensus of the business community downtown:

Increase walkability

The return of Huron and Hamilton to two-way streets will increase the walkability of the Historic Downtown by slowing traffic. The raised intersections on Michigan at Huron and Hamilton will also slow traffic and making crossing these intersections easier for pedestrians.

Build curbless "festival" street on Washington

A curbless street on Washington, between Michigan Avenue and Pearl, would make set up and operation of outdoor concerts already occurring there easier. Most likely, more events could be held there, increasing the diversity of events and visitors to the downtown.

Use vacant storefronts for temporary retail uses

Any number of vacant storefronts diminish the vibrancy of downtown. Also, many entrepreneurs cannot afford to open a full scale operation. By defining a process to allow a "pop-up" store in vacant storefront, the City and the DDA could bring small businesses on line while filling vacant storefronts. Pop-Up Hood in Oakland, California and the Southwest Detroit Business Association have similar programs.

Maintain and expand transportation options, including improvements to the Ypsilanti Transit Center

Bus service to the downtown should continue as well as the expansion of the car sharing service. The bus center should be treated as a hub of the downtown, with wayfinding, signs, and street furniture to make coming to the center an enjoyable experience as any other in the downtown.

Locate home for Downtown Farmer's Market

The downtown farmer's market supplies food, including fresh produce. The market has moved several times. The DDA and the City should work in conjunction with the market to find a permanent home with high traffic counts to capture passers-by as customers.

DEPOT TOWN

Depot Town grew up around the intersection of the regional and inter-urban railroads and the Huron River. Similar to downtown in the size and age of buildings as well as land use, Depot Town is a smaller area. It is a regional draw due to the restaurants and festivals held in the adjacent parks. When train service is secured, the area is expected to have more activity from commuters on foot, bicycle and

Figure 18: Concept TOD Plan for Depot Town

The concept plan to the right was developed to meet community values when daily train service starts.

The plan features a plaza, shown in red, which could be used for a farmers' market and other events. The Freight House is preserved. The portions of River and Cross Streets in pink is shown as a curbless "festival" street - making crossings easier for pedestrians on a daily basis while helping the accessibility of the events in Depot Town. A small park space is proposed between River Street and the tracks.

Parking is away from the street to the west of the railroad tracks. The design of access to Frog Island park will need to be coordinated with previous designs in the final plans.



Drawing by: AECOM

car as well more development pressure. The Ride plans a connector bus route to the stop as well. The plan, shown on the following page is a transit-oriented design to integrate the train stop and increased activity into the fabric of Depot Town.

Maintain Depot Town as a place for the pedestrian first

Depot Town is a safe, walkable place in Ypsilanti. A curbless street is proposed on River Street to ease access for pedestrians, including those in wheelchairs or with baby strollers. Parking lots should be away from the street front, as shown in the concept plan.

Build curbless “festival” street on River and Cross

A curbless street on River and Cross Streets adjacent to the train platform would increase pedestrian accessibility and facilitate events.

Create a public space at new train station

Improvements and an expansion of the existing Market Plaza is shown in the concept plan as part of the new train station. Public spaces allow a diversity of temporary uses to happen (festivals to farmers’ markets) and gives opportunity for people of all types to come together.

Locate permanent year-round home for Depot Town Farmer’s Market

The market is currently located in Market Plaza of the Freight House in Depot Town. As plans are developed for the train depot, a permanent year-round location for the farmer’s market should be included in the design. The concept plan shows preservation of the Freight House and the creation of a plaza where the market could be held during the summer months.

CROSS STREET

Cross Street is the interface between the campus of Eastern Michigan University and the City. It serves as a commercial center for both Eastern Michigan students and the adjacent neighborhoods. The plan improves the function of the roads for all while integrating

Cross Street with EMU. All of these projects should be pursued in conjunction with EMU and the DDA, using a mixture of staff and funding.

Separate Cross Street and Washtenaw Avenue

As shown in the concept plan in Figure 19, Cross Street and Washtenaw Avenue can be separated and made two-way streets. The separation would improve the safety of this high-crash intersection by calming traffic, creating safer pedestrian crossings and better navigation for all modes of transportation.

Create a “front door” for EMU by reconfiguration of Cross Street and Washtenaw

During the Design Charrette, EMU officials agreed that the campus needs an entrance and the land created by the pulling apart of the two roads could create a mixed use area with a gathering area and possibly housing.

The centers host a variety of events and land uses in distinctly urban places. The DDA should use its ability to attract and assist businesses to maintain a vibrant business mix, while the City should use its policies to maintain the building form. The table on the following page shows the time frame for each action detailed in this chapter and how it meets the City’s primary guiding values of safety, diversity and sustainability. This matrix, those at the end of the following chapters and the implementation matrix in the appendix are intended to be used by decision-makers to create reports and work plans as well as evaluate progress on an annual basis.

Figure 19: Reconfiguration of Cross & Washtenaw

The concept plan below is a scheme to separate Washtenaw Avenue and Cross Street. The proposal is to pull the two roads apart, eliminating the existing convergence and creating public and developable space, shown in green. The existing statues and the water tower will be linked with a public space that will also give refuge to pedestrians crossing the streets. A developable area will be created to the east of the water tower. Student housing and parking were discussed as possible uses with EMU.

Drawing by: AECOM



Figure 20: Centers Implementation Matrix

Action	Time Frame	Location	Safety	Diversity	Sustainability		
					Equity	Environment	Economy
Building standards for centers that preserve the architecture	Form-based code	All centers	x	x	x		x
Allow renewable energy facilities on all buildings	Form-based code	All centers				x	x
Continue and expand the number, type and location of festivals and events	Ongoing	All centers		x			x
Finish upper stories	Ongoing	All centers		x	x	x	x
Maintain and expand transportation options	Ongoing	Downtown	x		x	x	x
Draft a business attraction plan for Downtown, Depot Town and Cross Street	1-5 years	All centers		x			x
Encourage business and event activity during the day and evening	1-5 years	All centers	x	x	x		x
Marketing campaign for the City of Ypsilanti	1-5 years	All centers					x
Curbless “festival” street on Washington	1-5 years	Downtown	x		x		x
Use vacant storefronts for temporary retail uses	1-5 years	Downtown	x		x		x
Permanent year-round home for Downtown Farmer’s Market	1-5 years	Downtown	x	x	x	x	x
Permanent year-round home for Depot Town Farmer’s Market	1-5 years	Depot Town	x	x	x	x	x
Install a way-finding system	1-10 years	All centers	x		x		x
Increase walkability (2-way streets & raised intersections)	1-10 years	Downtown	x		x		x
Curbless “festival” street on River and Cross Streets	1-10 years	Depot Town	x		x		x
Create a public space at new train station	1-10 years	Depot Town	x		x		x
Separate Cross and Washtenaw	1-10 years	Cross Street	x			x	x
Create a “front door” for EMU with reconfiguration of Cross and Washtenaw	1-10 years	Cross Street	x	x			x

Chapter 7 - Neighborhoods

“Charming neighborhoods”

-Sticky note on what to preserve, submitted during the Discover Charrette

Ypsilanti has a wide variety of neighborhoods, some built over a century ago and others just decades old. The residents, street and architecture create distinct communities with the 4.3 square miles of Ypsilanti. However, when looking at public comment and data on the age, size and types of housing, the neighborhoods fell into two framework categories: Central Neighborhoods and Outlying Neighborhoods, as shown on Map 21.

PAST POLICIES

The City of Ypsilanti’s housing policy efforts have been in response to the following themes:

- The sizable population of college students and lower income families, along with large supply of multi-family housing, has meant that nearly 2/3 of households rent, rather than own, their homes.
- The large share of pre-war and mid-century structures creates code enforcement challenges while also drawing residents to historic neighborhoods.
- The “landlocked” and nearly built-out city has lacked the vacant land to participate in the construction of new housing seen in surrounding municipalities.

In 1978, the City created a Historic District and in 1983 began rental housing inspections. These two programs are generally considered to have been successful in stabilizing and maintaining the city’s housing stock and neighborhoods. In 2003, the City enacted a dangerous buildings ordinance provided an additional tool for addressing the

worst nuisance properties and stabilizing surrounding neighborhoods. The City began implementation in 2009, when foreclosure activity led to fears of increasing numbers of abandoned buildings, but at that time quickly proved effective in spurring removal or rehabilitation of long-vacant buildings.

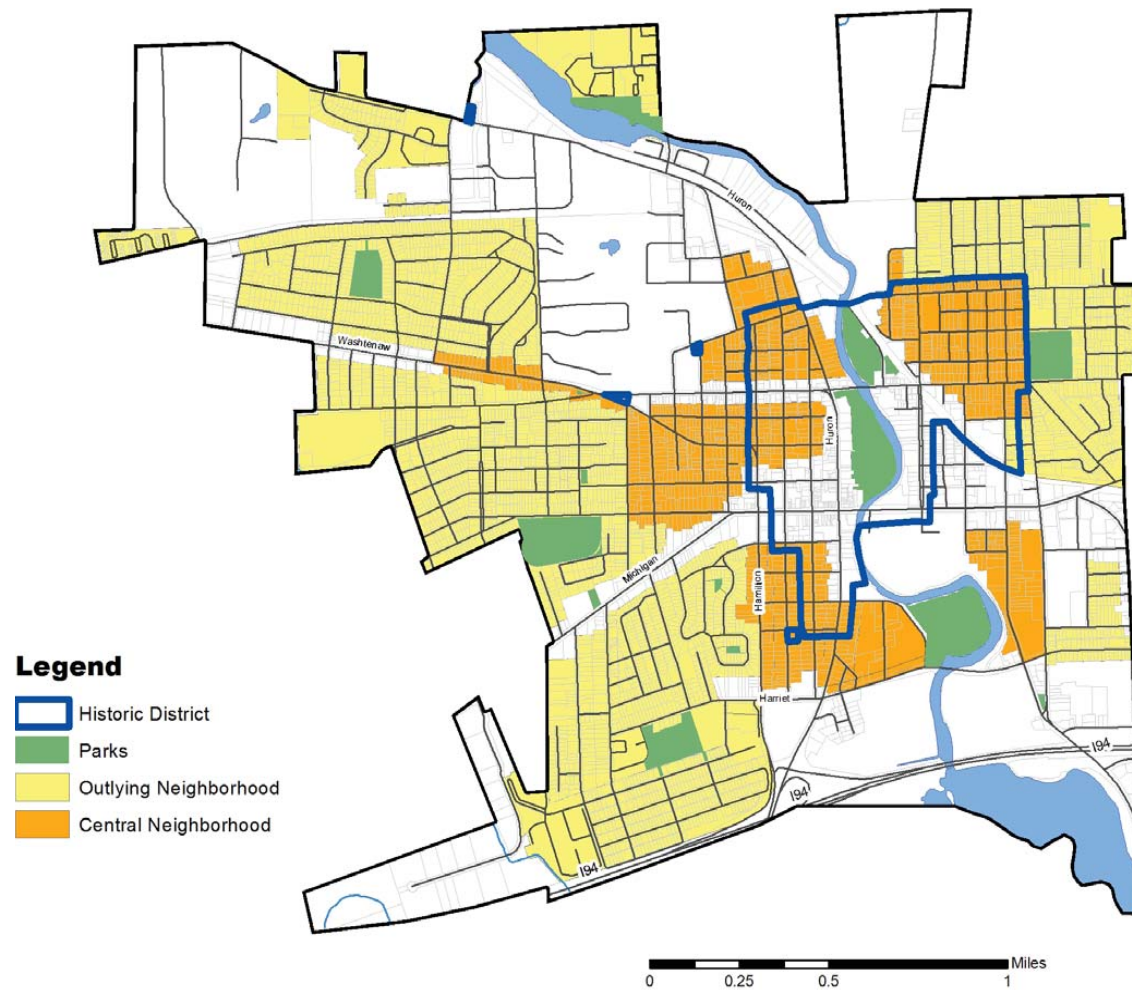
The City has also “down zoned” residential areas in an effort to encourage home ownership, most successfully in the Historic Eastside. The most recent occurrence was in 2006 when around 800 residential parcels in the Cross Street neighborhood were rezoned to reduce maximum permitted density, as laid out in the 2001 Cross Street Neighborhood Improvement Plan. This effort had mixed success since the fall of the housing market in the mid-2000s resulted in lower prices for housing and the high conversion costs to single-family or a smaller number of units were not financially viable in that market.

The zoning ordinance also defines a range of different multiple-family living uses – rooming house, fraternity, etc. – each with different regulations drafted for those uses at the time of their inclusion in the zoning. The result is confusing regulations that are not flexible for innovations.

PUBLIC INPUT

In every focus group at the beginning of the Master Plan process, participants felt the City of Ypsilanti should have housing for people of all ages, races, incomes and abilities in the City as a guiding value. Residents across the City expressed pride in their neighborhoods.

Map 21: Neighborhoods Map for City of Ypsilanti



Guiding Values

Safety comes first

Diversity is our strength

Ypsilanti is sustainable

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

Ypsilanti is an asset of Eastern Michigan University, and Eastern Michigan University is an asset of Ypsilanti

Build a community amongst ourselves and with our neighbors

Tension about the location of rental housing – whether townhouses, multiple-family dwellings or large houses converted multiple dwelling units emerged during the charrettes and implementation focus groups. Many participants expressed concerns about rental housing, particularly EMU student housing, expanding into neighborhoods and degrading its value. Others saw the need for student housing in a college town. Meanwhile, some residents expressed the need for housing with little maintenance, such as a condominium or a rental, but suitable for seniors or young professionals.

DATA

As shown in Chapter 3, the neighborhoods have distinct patterns in terms of age, size, number of units and homeownership/rental status. Closer to the Historic Downtown and EMU's southern border are clustered large houses built before World War II with a variety of numbers of dwelling units and a mix of owner-occupied units and rentals. Neighborhoods nearer to the borders of the City were built in the later part of the twentieth century and are either single-family houses or multiple-family buildings. With the exception of the Heritage Park area, the majority of the single-family houses are owner-occupied. Multiple-family is almost exclusively rental, except for condominiums built near EMU's western border and along Washtenaw near EMU and the Historic Downtown. However, overall, most single-family dwellings are owner-occupied.

In the central neighborhoods, the Historic Eastside has a higher percentage of homeownership and a unique lot mix with many deep lots. Due to the down-zoning decades ago, this neighborhood has a higher rate of homeownership than other neighborhoods built around the same time. The Historic South Side neighborhoods have a range of building types - with some apartment buildings but mostly four units or less - and standard sized lots. The Midtown and Riverside neighborhoods have the widest variety of building types - from cottages to large apartment houses along with other group living arrangements, as well as a large range of lot sizes.

Despite the distinct differences, over two-thirds of the housing units in Ypsilanti are rented. Other college towns have a similar housing mix, including Ann Arbor where 55% of the housing units are rented.

POLICY AND PLANS FOR ALL NEIGHBORHOODS

The following actions apply to all neighborhoods:

Continue and increase rental inspections and enforcement

Rental inspection and enforcement of code violations are vital to maintaining safe rental housing. City budget dedicated to rental inspection and enforcement should be maintained, if not increased.

Streamline multiple-family living arrangements into categories based on number of units and form

Living arrangements for multiple-family situations should be collapsed in the form-based code into building forms – duplexes, estate houses, townhouses and apartment buildings – with categories of number of units matching those in the State Building Code – 2-units, 2-4 units and 5 or more units. Group living arrangements, such as rooming houses and fraternities, will continue to be allowed in estate houses but with regulations for that general use, not tailored for each instance.

Assist continuation and expansion of EMU Live Ypsi program

Eastern Michigan University, with staff assistance from the City and Washtenaw County, offers a forgivable loan program for faculty and staff purchasing a home in the City of Ypsilanti. The City will continue its support of this program.

Plan and zone for range of housing typologies for the needs of all ages and abilities

Due to demographic shifts, several neighborhoods have increasing numbers of senior citizens, who may or may not choose to stay in their homes. Similarly, young professionals and families are looking for homes integrated into the community. Neighborhoods should be

planned to provide a diversity of housing types within neighborhoods for all stages of life.

Create “Eco-Districts” in neighborhood parks

Residents suggested that demonstration projects of community gardens with hoop houses, rain collection systems and renewable energy projects be clustered in eco-districts in neighborhood parks, in the Historic Downtown and other areas. Temporary events were also suggested in these areas. An existing example of a demonstration project is the Luna Lake rain garden in Prospect Park. While the City cannot take on development of these, partnerships with educational institutions and neighborhood groups may provide resources to establish them. The City should welcome these opportunities but also evaluate them with the following guidelines:

- The proposal be in the proper location of the park to complement existing activities, both active (sports areas and play grounds) and passive (walking or sitting areas)
- The proposal should be located in an area with appropriate lighting and visibility to assure safety of users and enough natural surveillance to be kept watch over by neighbors.
- Proposals should be part of an adopt-a-park effort
- Policies will need to be developed to ensure maintenance, both short and long term.

Continue Home-Based Entrepreneurship

The City encourages home-based businesses through clear regulation. The updated zoning should continue to allow businesses within homes using the current regulatory scheme for uses.

Regulate the form of buildings to preserve the character of neighborhoods

Using the building types existing within the neighborhoods, the zoning regulations should preserve the architectural patterns.

CENTRAL NEIGHBORHOODS

These neighborhoods are some of the oldest in Ypsilanti. Initially oriented on the Huron River, they are built on a grid street network connected to the adjacent business districts. They border downtown, Depot Town and EMU. These neighborhoods have a range of residential building types, with churches, schools, stores and gas stations intermixed. Around the railroad, industrial uses are mixed into the neighborhood.

The following policies and actions aim to preserve the form of these neighborhoods while enabling the sustainability of all the buildings:

Preserve the character of the area by using regulations on street type, building type as well as use

A form-based code zoning will be developed based on existing streets, lot sizes, building types and uses to preserve the context of each area. The goal is to eliminate regulations that need exceptions to preserve existing context by creating rules based on the context.

Regulations of the variety of housing types, uses and lot sizes will be calibrated to the existing patterns.

Central neighborhoods do not all look alike so the regulations will reflect the differences with appropriate gradations in the variety of uses and building types based on existing patterns. Three different zoning districts are anticipated.

OUTLYING NEIGHBORHOODS

These neighborhoods, constructed during or after World War II, are almost exclusively residential uses, with single-family and multiple-family uses separated. Single-family residences are usually smaller than those in the central neighborhoods. The zoning changes below are designed to stabilize these neighborhoods:

Limit uses to predominantly single-family residential uses in areas with small houses, suited for only single-family

Several neighborhoods - Heritage Park, Worden Garden, Prospect Gardens, Miles neighborhoods and the houses on River Street from

Holmes to the north to Cherry – are currently zoned for two-family residential use. Very few structures are two-family or have the floor area to accommodate two dwelling units.

The matrix in figure 21 shows the time frame for each item and if it meets the goals of safety, diversity and sustainability. It, in conjunction with the other matrices, should be used by decision-makers to create reports and work plans as well as evaluate progress on an annual basis.

Figure 21: Neighborhoods Implementation Matrix

Action	Time Frame	Location	Safety	Diversity	Sustainability		
					Equity	Environment	Economy
Continue and increase rental inspections and enforcement	Ongoing	All neighborhoods	x		x	x	x
Assist continuation and expansion of EMU Live Ypsi program	Ongoing	All neighborhoods		x			x
Plan and zone for range of housing typologies for the needs of all ages and abilities	Ongoing	All neighborhoods	x	x			x
Streamline multiple-family living arrangements into categories based on number of units and form, instead of use	Form-based code	All neighborhoods		x	x		x
Continue home-based entrepreneurship	Form-based code	All neighborhoods		x	x		x
Regulate the form of buildings to preserve the character of neighborhoods	Form-based code	All neighborhoods		x	x		x
Preserve the character of the area by using regulations on street type, building type as well as use	Form-based code	Central neighborhoods	x	x	x	x	x
Regulations of the variety of housing types, uses and lot sizes will be calibrated to the existing patterns.	Form-based code	Central neighborhoods		x			x
Limit uses to predominantly single-family residential uses in areas with small houses, suited for only single-family use	Form-based code	Outlying Neighborhoods	x	x			x
Create "Eco-Districts" in neighborhood parks	1-10 years	All neighborhoods		x		x	

Chapter 8 - Corridors

“They should connect cities, not be primary destinations.”

-Comment on main roads, like Washtenaw, submitted on the website, shapeypsi.com

There are two types of corridors located in Ypsilanti. One is a general corridor which contains a variety of medium to smaller parcels and is adjacent to both types of neighborhoods, such as College Heights and Midtown. General corridors are home to predominantly commercial establishments, restaurants, offices, and other businesses that are geared toward automobile traffic. The land pattern is typically linear in fashion and provides predominately commercial and office uses that are adjacent to residential neighborhoods. Usually a physical barrier is created to “protect” one use from another by way of a wall or heavy landscaping.

The second type is a historic corridor, which differs slightly from the general corridor in scale and building type. The historic corridors are characterized by smaller commercial establishments and offices mixed with large historic structures (such as historic homes that are now being used for a variety of purposes). Historic corridors generally have a more seamless integration with the surrounding neighborhoods.

PAST POLICIES

The current zoning ordinance regulates the use of the land primarily, linking a certain number of related land uses to individual parcels of land. In corridors, these zoning districts have laid out in strips, usually commercial but also office, civic and multiple and single family. The resulting zoning maps are a patchwork of districts down the corridors. However, the uses cannot freely flow down the corridors due to the use classifications. Rezoning are often required.

In general corridors, the landscaping regulations required by the zoning districts and overlays are suburban in nature. The entry-way overlay on all general corridors at the borders of the City requires a 10-foot greenbelt around the entire parcel. Since these lots are generally smaller than suburban counterparts, the required setbacks and landscaping either do not fit on the parcels when redeveloped or limit the building size to a footprint only compatible with uses needing a small square footage. The result has been vacant or underutilized buildings along the general corridors or approvals that waive requirements. The current zoning does not encourage improvements due the complexity of applying the standards.

The regulations of the Historic District have maintained the integrity of the buildings along the historic corridors. The high speeds of the one-way streets on the historic corridors of Cross, Huron and Hamilton, however, make the street itself a hostile environment, lessening the value of some the buildings.

PUBLIC INPUT

During the charrettes, participants often spoke about the difficulties of walking or cycling in the corridors of the City. They also expressed disappointment about the number of vacant or underutilized stores.

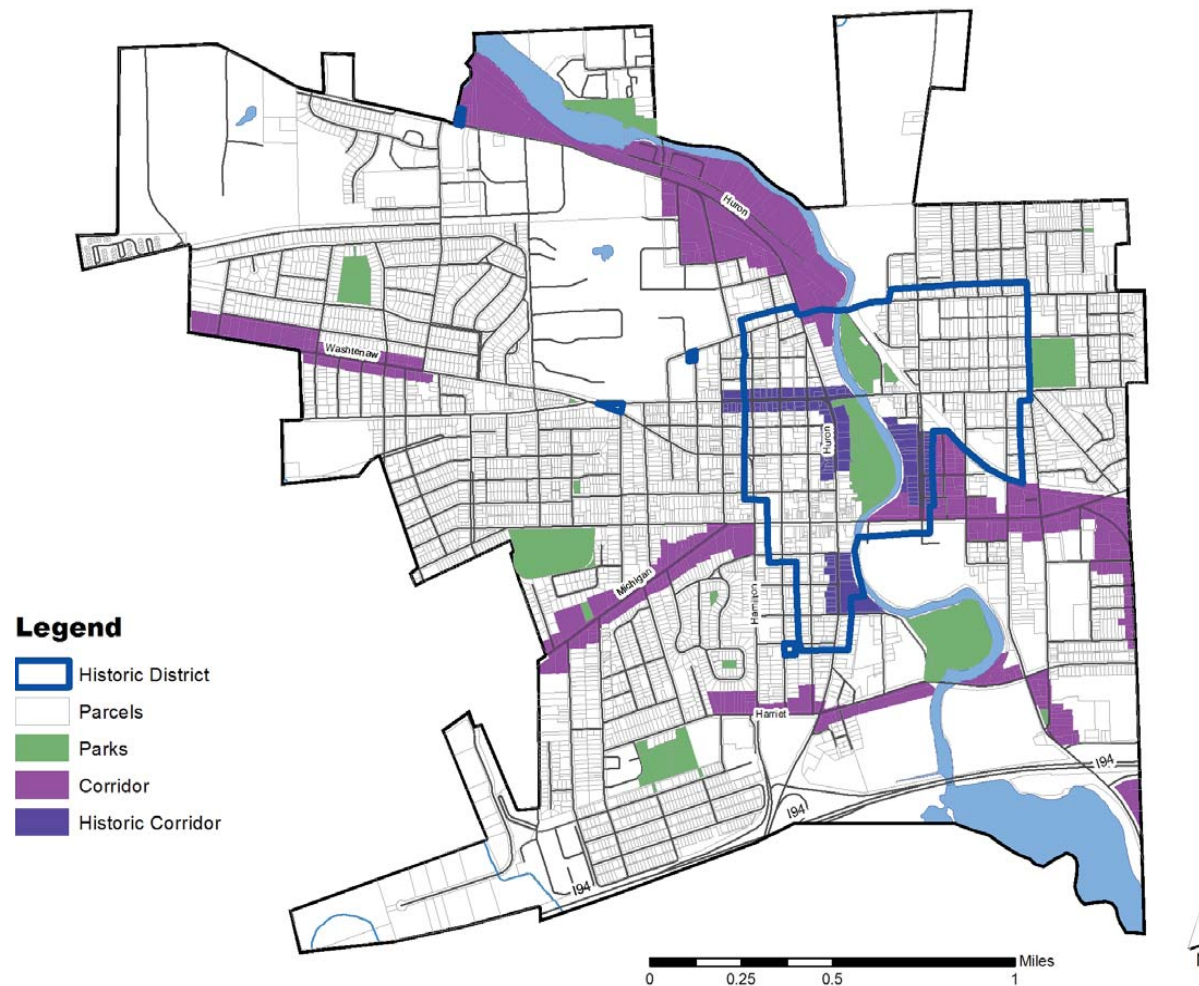
POLICY AND PLANS FOR ALL CORRIDORS

The following items apply to all types of corridors:

Designate the appropriate building form for each corridor

The form-based code will designate types of buildings to match the existing patterns within the corridor and, if applicable, the change

Map 22: Corridors Map for City of Ypsilanti



Guiding Values

Safety comes first

Diversity is our strength

Ypsilanti is sustainable

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

Great place to do business, especially green and creative

Everyone in the region knows Ypsilanti has great things to do in great places that are in great shape!

Ypsilanti is an asset of Eastern Michigan University, and Eastern Michigan University is an asset of Ypsilanti

Build a community amongst ourselves and with our neighbors

envisioned by the community for that area.

Retain the mix of existing uses within each corridor but allow them throughout the corridor

The form-based code would allow all the current uses within a corridor area to remain, but also to be anywhere throughout that area. For instance, a vacant lot now zoned commercial instead would be zoned general or historic corridor and all of uses, such as multiple-family, commercial or office within that segment of the street happen without a rezoning. During the development of the form-based code, some of the uses currently allowed in a corridor may be eliminated, such as on Washtenaw Avenue. The current general business zoning district (B4) allows a variety of commercial uses that would not fit the vision for the area, community values, or are even possible given the size and shape of parcels. In those instances, the allowed uses would be trimmed.

HISTORIC CORRIDORS

Historic corridors are located along Cross Street, Huron Street, Hamilton Street and River Street. The following actions will help to preserve and enhance the vitality of these areas:

Reinforce preservation of historic buildings

The form-based code will require the elements of the historic buildings along these corridors be incorporated into any new development or rebuilding.

Restore two-way function to Historic Corridors

As outlined in the transportation chapter of this plan, two-way function of these streets will increase safety and make navigation by foot, bicycle, bus or car easier.

Maintain River Street as a historic boulevard

River Street between Cross Street and Michigan Avenue is a boulevard lined by historic buildings with a variety of uses. The form-based code should attune design standards for this corridor to the street form of a boulevard.

GENERAL CORRIDORS

General corridors are designated along Washtenaw Ave and Cross Streets, East Michigan Avenue and Ecorse, Huron River Drive, Leforge and Railroad Street, Harriet Street, Lincoln and West Michigan Avenue.

Coordinate Washtenaw Avenue with the Re-Imagine Washtenaw Plan

The City has been an important partner in the Reimagine Washtenaw coalition. While larger redevelopment sites are available in areas outside the City, many of the place-making, transit-oriented and mixed-use development concepts can be employed on the smaller City lots. A diversity of land uses are contemplated for the corridor, but additional land designated for commercial land uses is not envisioned. Rather, as sites are redeveloped, particularly in retail nodes at Hewitt, Mansfield/Cornell, and Cross Street, special emphasis should be placed on incorporating walkable and mixed-use elements in the site redesign.

The form-based code in the node areas will look to have redevelopment move closer to the street, provide improved pedestrian access and generally orient more to the pedestrian than to the vehicle.

Require a pedestrian-friendly building form while allowing a mix of uses for both students and residents along Huron River Drive, Leforge & Railroad corridors

These corridors are borders with the EMU campus that currently divide it from it the City due to the width of the roads and barriers of the Huron River and railroad tracks. In the form-based code, the regulations should be changed to create a walkable environment with appropriate uses that integrates the City and the EMU campus. A design process for this area should be part of the 5-year update to this plan.

Restore Harriet Street as the Main Street of adjacent neighborhoods

The same mixture of uses would be allowed along Harriet, from

Hamilton to Perry, but the urban form on the north side of the road would be required for any redevelopment of the south side. In order to create a walkable environment, the number of lanes for vehicles would be decreased to two lanes, creating room for on-street parking, bicycle lanes and pedestrian areas. The reconfiguration of the road

would most likely on be possible when Huron and Hamilton are converted to two-way.

The matrix details the phasing of the plans and policies discussed above and how they meet the City's goals of safety, diversity and sustainability. With other matrices, it should be used to create reports and work plans as well as evaluate progress on an annual basis.

Figure 22: Corridors Implementation Matrix

Action	Time Frame	Location	Safety	Diversity	Sustainability		
					Equity	Environment	Economy
Designate the appropriate building form for each corridor based on existing patterns and vision for that corridor	Form-based code	All corridors	x	x	x		x
Retain the mix of uses within each corridor but allow them throughout the area	Form-based code	All corridors		x	x		x
Reinforce preservation of historic buildings	Form-based code	Historic corridors		x			x
Maintain River Street as a historic boulevard	Form-based code	Historic Corridors	x	x			x
Require a pedestrian-friendly building form while allowing a mix of uses for both students and residents along Huron River Drive, Leforge & Railroad corridors	Form-based code	General Corridors	x	x	x		x
Coordinate regulations for Washtenaw Avenue with the Washtenaw County Re-Imagine Washtenaw Plan	Form-based code	General Corridors	x	x	x		x
Restore Harriet Street as the Main Street of adjacent neighborhoods	Form-based code 1-10 years for street improvements	General Corridors	x	x	x		x
Restore two-way function to Cross, Huron and Hamilton Streets	1-10 years	Historic corridors	x		x	x	x

Chapter 9 - Districts

“Stable, diverse local economy”

- Sticky note on what to create, from the Discover Charrette

Districts accommodate major economic development, employment centers or universities or unique entities, like the cemetery. The range of districts within Ypsilanti includes Eastern Michigan University, the social service and medical offices clustered on Towner and several industrial areas which provide employment and stability to the community.

PAST POLICIES

The City has established partnerships with the anchors of each of these districts. The City, DDA and EMU work together through the Eastern Leaders group. The City also regularly meets with the owners of the industrial properties in the southern part of the City. Zoning policies have been consistent for these areas and are less to blame for any vacancy than the recent economic downturn, a legacy of environmental contamination, and the shift away from a manufacturing economy.

PUBLIC INPUT

Participants views of the districts varied for each area. Very little was said about Highland Cemetery during the process. Much was said about Eastern Michigan University and the need for better town-gown relationships. A true symbiotic relationship between the City and the University was seen as key. The office, social service, and medical buildings on Towner in the eastern part of the City were not mentioned during the process, even by heads of social service agencies in focus groups.

Almost all participants felt new jobs within the City for current City residents of all education levels were imperative. They felt large

job centers should be located in southern industrial areas or “jobs districts” . Overall, the vision articulated was that jobs and industry are needed for the economic and equitable sustainability of the City.

DATA

Since the last Master Plan in 1998, the City of Ypsilanti has experienced a fundamental shift in its local economy. The manufacturing base that once sustained the City is almost entirely gone. It has lost close to 1,600 manufacturing jobs since 2001. The largest tax payers are now apartment property owners, instead of manufacturing facilities.

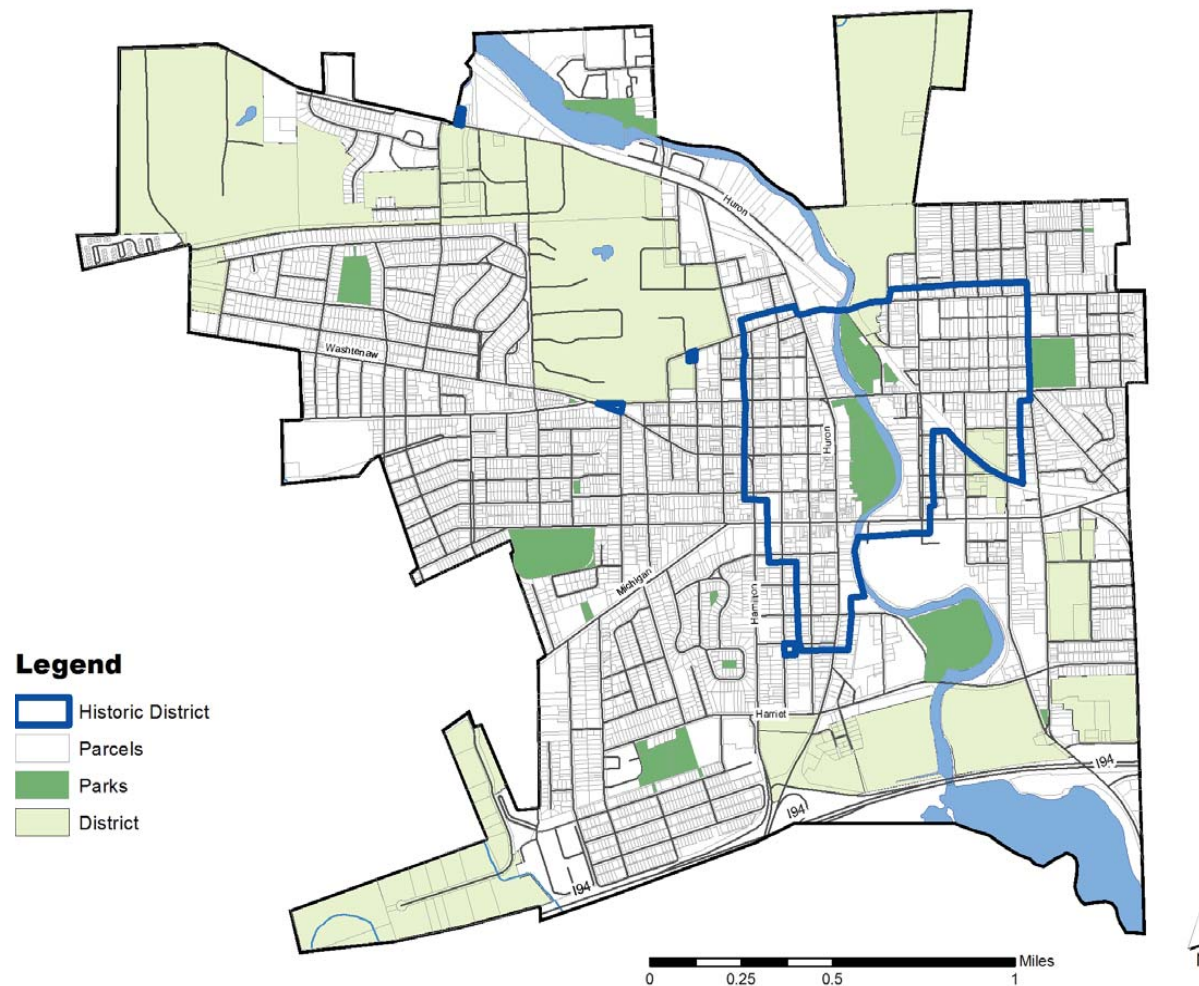
Eastern Michigan University remains an economic driver in the City, as one of the largest employers. The student enrollment is increasing and dozens of new faculty hires are anticipated in the next decade.

The industrial park in the southwest corner of the City has been mostly built out. Meanwhile larger facilities, like the Angstrom property, have been difficult to re-commission.

EASTERN MICHIGAN UNIVERSITY

Due to state law, the City has no jurisdiction over the built environment within EMU’s campus. However, a guiding value for the City is Ypsilanti is an asset for EMU and vice versa. The City can continue to work with the University to create integrated functions between the City and Eastern, as well as programmatic steps:

Map 23: Districts Map for City of Ypsilanti



Guiding Values

Safety comes first

Diversity is our strength

Ypsilanti is sustainable

Communication is key

Great place to do business,
especially green and creative

Everyone in the region
knows Ypsilanti has great
things to do in great places
that are in great shape!

Ypsilanti is an asset
of Eastern Michigan
University, and Eastern
Michigan University is an
asset of Ypsilanti

Build a community amongst
ourselves and with our
neighbors

Update regulations to create walkable areas at the border of the City and Campus

The form-based code should require walkable streets with building forms that complement the campus of EMU at the borders of campus. Further details on proposals for Leforge, Railroad and Huron River Drive are in the chapter on corridors.

Create a “front door” for EMU with the reconfiguration of Cross Street and Washtenaw

As discussed in the chapter on Centers, the confluence of Cross Street and Washtenaw should be eliminated by pulling the two roads apart, creating a mixed use area with a gathering area and possibly housing. The pedestrian mix and form should create a coordinated street scape between campus and city borders, both here and in the Huron River Drive corridor discussed in Chapter 8.

Create “Welcome to Ypsilanti” packages for new EMU students, including a web version

The City should bring together EMU administration and the Visitors and Convention Bureau to create welcome packages for all new students for the Fall of 2014 and beyond.

HUMAN AND HEALTH SERVICES DISTRICT

The area on either side of Towner between Prospect and Arnet Streets is home to the Washtenaw County Service Center to the north and a medical facility to the south. Both provide services for the City and the County. The facilities’ layouts are suburban in form. The following policies or actions should be taken in this district:

Create regulations that support the existing building form but assure access by all modes of transportation

The service center and medical facility are suburban style buildings but are accessed by car, transit, bicycle and pedestrians. The form-based code should support the current style of building but require pathways, parking and loading facilities for all types of transportation.

Encourage use or redevelopment of unused parking lots

The parking lot for the medical facility is often empty. The city should work with the owners of the facility to see if a temporary use is possible to bring more activity. If redevelopment occurs, the existing street grid should be reconnected and a more urban form required.

JOB DISTRICTS IN SOUTHERN PART OF CITY

The industrial park, large Angstrom property and other assorted industrial properties in the southern part of the City are well-suited for facilities that require easy highway access and roadways for trucks. Additional jobs and industry is vital to the City’s fiscal sustainability. These districts are “job districts” where the following should occur:

Allow renewable energy facilities, such as solar panels

Most participants in the implementation focus groups felt that renewable energy facilities should be allowed as part of development in Job Districts, but not displace the possibility of new facilities being built. During the process of rewriting the zoning ordinance, the City could explore whether large-scale renewable energy facilities could be allowed as the primary use as long as they would be incorporated into later development. These types of facilities would be in line with the City’s guiding values of Ypsilanti being sustainable and a great place to do business, especially the green and creative.

Reduce minimum lot size and width in the industrial park

The industrial park was laid out in a suburban style with large lots. The two smallest lots along Mansfield are approximately 125 feet wide. If that were to be made the new minimum lot width, approximately 10 new, developable industrial lots could be created by splitting off undeveloped land from existing parcels, subtracting area along streams and wetlands. The minimum lot area could be established at 60,000 square foot, which is the approximate area of the smallest existing parcel. Property owners would decide whether to split and sell land. The potential addition of a non-motorized path connecting the residential areas to the east of the industrial park should be considered as part of future development and/or the 5-yr plan update.

Encourage development of vacant parking areas

The City should work with the owners of the Angstrom property to bring development to the large parking lot associated with their facility that is no longer needed. A concept plan for the site is in the following chapter. Again, jobs and industry are needed for the economic and equitable sustainability of the City.

RAILROAD AREA SOUTHEAST OF DEPOT TOWN

The area along the railroad, to the southeast of Depot Town, has long-standing businesses in the community. However, these uses are often at odds with the adjoining residential uses. The areas shown as district should be allowed to transition from neighborhoods to job areas, when owners petition for approvals. The corridor area to the west on Lincoln will have a mixture of less intensive uses in an urban form to act as transition between this area and the historic neighborhoods and centers nearby.

ECONOMIC DEVELOPMENT POLICIES

In this effort, the City has identified the following emerging sectors as industries aligned with its Guiding Values and the needs of its residents: small manufacturing and craft production, creative economy, renewable energy, and food. Economic incentives, such as tax abatements, should be used to continue the growth of these sectors.

HIGHLAND CEMETERY

A historic part of Ypsilanti, the cemetery should be preserved and current policies left in place.

The matrix at the end of this chapter shows how each of the proposals above enhances safety, diversity and sustainability in the City, as well as phasing. This matrix, those at the end of the previous chapters and the implementation matrix in the appendix are intended to be used by decision-makers to create reports and work plans as well as evaluate progress on an annual basis.

Figure 23: Districts Implementation Matrix

Action	Time Frame	Location	Safety	Diversity	Sustainability		
					Equity	Environment	Economy
Update regulations to create walkable areas at the border of the City and Campus	Form-based code	EMU	x	x	x		x
Create regulations that support the existing building form but assure access by all modes of transportation	Form-based code	Human & Health Services	x	x	x	x	
Allow renewable energy facilities, such as solar panels, on industrial land	Form-based code	Job Districts				x	x
Reduce minimum lot size and width in the industrial park to create more opportunity	Form-based code	Job Districts		x			x
Align economic development incentives and programs to encourage emerging sectors that align with the Guiding Values and the employment potential of residents	1-5 years	All Districts					
Create “Welcome to Ypsilanti” packages for new EMU students, including web version	1-5 years	EMU		x	x		x
Encourage use or redevelopment of unused parking lots	1-5 years	Human & Health Services & Job Districts		x		x	x
Create a “front door” for EMU in the area created by the reconfiguration of Cross Street and Washtenaw	1-10 years	EMU	x	x		x	x

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Chapter 10 - Redevelopment Areas

“Space not being utilized”

-Sticky note on what to change, submitted during the Discover Charrette

Ypsilanti has three former industrial sites which could be redeveloped in the next 20 years. Each area is discussed in detail below and design concepts for the three sites are shown in this chapter. These drawings are concepts only, which mean they will not be duplicated detail by detail exactly as presented. All of the sites hold the promise of additional tax revenue, jobs and residents, as well as the challenges of environmental contamination and competing in a depressed regional market.

WATER STREET

Beginning around 1980, the City looked to this area of former and underutilized industrial land as a target for redevelopment. At that time, the City had little to no vacant developable land. Between 1998 and 2001, the 38-acre area was targeted for redevelopment as an urban neighborhood with a variety of housing types, particularly for sale condominiums, increasing both the new-construction housing options available and the number of owner-occupied households in the City. While the City acquired the land and completed most of the demolition and brownfield remediation necessary over the years, the intended development failed to occur. The land – and its accompanying \$31 million debt – remains a major fiscal challenge.

Two developers had options on the land and were intending to purchase the entire site and develop it. For different financial reasons, both developers pulled out of agreements. In 2008, the City decided that looking for a master developer, one entity that would take on the entire site, was no longer feasible due to the national economic downturn. Rather, it would sell smaller pieces of the parcel to

interested parties as they came forward.

Three different proposals have been put to the City Council since that time. One, for a drive-through restaurant, was rejected. Another, for a County Recreation Center, was tentatively accepted through a Letter of Intent. The third, for a discount retailer, was accepted after several rounds of negotiations.

Although each had a different result, each proposal was closely followed in the press and generated much public comment. During the charrettes for this Master Plan, many people expressed a range of visions for the property – from a permaculture forest to mixed-use mid-rise development. Almost everyone also expressed the urgency to use the property soon.

Given this political climate, the City Council will face a challenge with any development proposal that comes before them for Water Street. The Water Street redevelopment concept plan shown on the opposite page was developed based on community input during the charrettes held for this process in the Spring of 2013. The plan shows items consistently requested by the community: a formal community gathering space and a linear park along the riverfront.

The concept plan includes two structures not in previous plans for Water Street. The first is a stormwater facility in the floodplain to service the entire site, in keeping with the community's values of creating an urban space but using environmental systems. As portions of the site are sold, the storm water facility will need to be built, some portions ahead of the actual development. Second,

Figure 24: Water Street Concept Plan



The drawing to the left is based on community input during the charrettes and urban design principles. It is a 20-year vision for the Water Street area. When developed, the site may differ from this exact layout.

The street layout is a continuation of the existing street system, drawing the value of the river through the community. A vehicular bridge is proposed extending River Street to Factory. A stormwater facility for the entire site is shown just north of the river.

The plan includes a formal park, ringed in red, and a linear park along the Huron. The property south of the river is shown as recreation use. This area is mostly floodplain. The building shown south of the river is a concept footprint that would need further study.

Drawing by: AECOM

Adopted Master Plan 67

a vehicular bridge extending River Street across the Huron River and south to Factory Street is shown. The extension of River Street would complete a missing portion of the street grid, giving the neighborhoods near Spring and Factory Street easier access to the resources in the downtown and would create an easy traffic route from the highway to Water Street. The bridge and street extension are long term projects, perhaps ten to twenty years in future.

Approval Process and Standards

The concept plan is based upon common urban design standards which will be incorporated into the form-based code for the City. These are the standards by which the City Council should determine whether the City should sell a portion of Water Street for a proposed development. The standards do not talk about the use. Rather, they dictate the design of the street, what is on the street and the design of the buildings for multiple uses over the long-term. If and only if all of these standards are met, should the City Council consider sale of property on Water Street:

Respect right-of-ways & blocks

The street layout should connect to existing streets – River, Lincoln and Park across Michigan Avenue to the north, as well as Parsons and South to the east. The new streets should continue the same width and design. Also, the blocks, as laid out in the sketch, pull the value of the view of Huron River through the entire site to the rest of city, by ending streets into parkland along the river's edge. All proposed development should abide by this general layout.

Block perimeter should be less than 1,200 feet, like the other blocks in the City

Every block in Water Street, the area of land bounded on four sides by streets, should be less than 1,200 feet in perimeter. Blocks larger than this length, the average block perimeter in the adjacent Historic Downtown, will cut off access and value from the site to the rest of the City.

Figure 25: Water Street “A” and “B” Streets



"A" Streets are shown in yellow and "B" streets in blue

Figure 26: Sidewalk with Furnishing Zones



Source: ENP & Associates

Figure 27: Driveway Apron Example



Source: AECOM

All streets have on-street parking

Parallel parking should be required on all streets and count towards any zoning parking requirements. The on-street parking slows traffic, makes a walkable environment and provides parking in front of buildings.

All streets have sidewalks

To assure a walkable space, all streets must have sidewalks on both sides, including the side of the street nearest to the park fronting the Huron River.

All streets have space for trees and other stuff

New streets in the Water Street area should have designated areas for trees between the road edge and the sidewalk, while street furniture – benches, trash receptacles and outdoor seating – should be placed in the same place along the sidewalk. The photograph on the opposite page shows an example zones for trees, outdoor seating and pedestrians in Depot Town.

All driveway aprons have the same design

Driveway aprons, the portion of the curb cut that slopes down to meet the street, should be consistent throughout the development. Moreover, they should be made of different materials than the sidewalk to show where vehicles enter and exit to pedestrians, as shown in the photograph on the opposite page. They should also be gradually sloped for ease of pedestrian crossing.

All buildings are built for multiple uses over time

All building should be built for eventual re-use, specifically through regulation of the height of floor. The ground floor, from floor to ceiling should be a minimum of 12 feet with a maximum of 14 feet. Upper floors should be 10 feet.

New development has “A” & “B” streets, similar to the Historic Downtown (see Figure 25)

Buildings which front “A” streets must have parking on the street and behind the building. “A” street design, with no curb cuts, is required

on Michigan Avenue, River Street as it is continued through the site and Park Street as well as the street fronting the park adjacent to the Huron River. The “A” street design must incorporate the elements and dimensions of the cross section on this page (see figure 28).

“B” streets (see figure 29) allow curb cuts and parking lots to front the street. “B” streets are allowed for the continuation of Parson, South and Lincoln Streets as well as other internal streets. “B” streets must contain the dimensions and aspects shown in cross section on this page.

All buildings on “A” streets should be friendly to the street.

Buildings on “A” streets should be friendly to pedestrians by following these urban design rules:

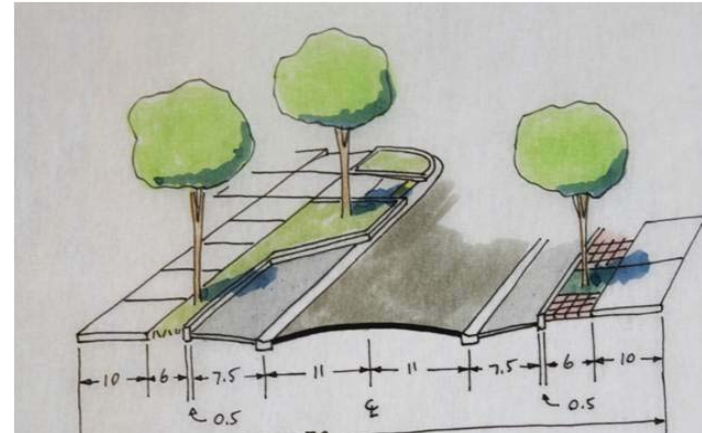
- 90-100% of the building faces the “A” street
- It is built one to five feet from street right of way
- 60% of the front of the first floor is transparent windows or glazing
- The primary building entrance faces “A” street
- The first floor of buildings should have active uses - stores, restaurants, services - where people come and go often.

Market Considerations

The vacant property on Water Street offers developers an opportunity to build from the ground up, with little or no environmental remediation. All other development opportunities in the City involve the re-use of existing buildings, which require specialized design, or probable demolition and environmental clean-up.

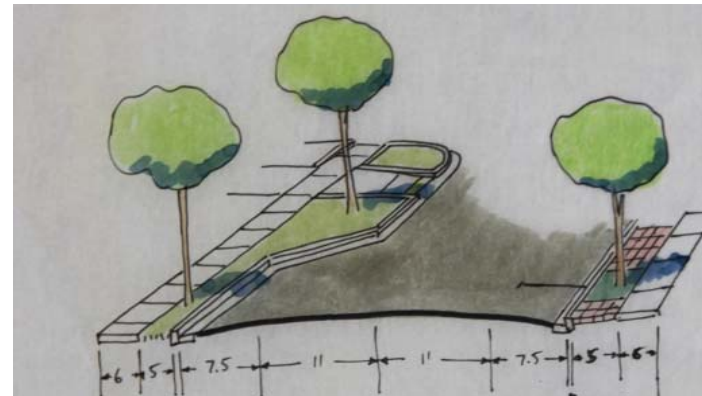
Because of these advantages, the Water Street development site offers opportunities for larger stores and national retailers to locate in the City. With the coming recreation center, this site can be attractive for businesses such as a sporting goods store, but also is a marketable site for a hardware store, major grocery store, pharmacy,

Figure 28: Water Street “A” Street Cross Section



Source: AECOM

Figure 29: Water Street “B” Street Cross Section



Source: AECOM

and neighborhood types of goods and services. A full-service grocery store has been requested by residents for many years and was throughout the Master Plan process.

Housing has always been part of the vision for the redevelopment of Water Street and the site offers a central location near goods and services. Upper story housing in nearby Depot Town and the Historic Downtown have waiting lists and were easily leased, even in tough economic times in the late 2000s. During the charrettes, residents expressed the need for attached or multiple family housing for seniors and for young professionals.

The market will most likely dictate the height of the buildings. The site is more likely to be filled in a shorter amount of time if the buildings are one to two stories. If the buildings are 3-4 stories, complete development of the site will take longer, probably with a first building, a period of 3-5 years with little to no activity and then a flurry of development. In the form-based code, buildings with two or more stories may be required on “A” streets.

If train service comes to Depot Town, the market situation for Water Street will change as the site is within a 10-15 minute walk from the location of the train station. Most cities have seen market pressure for attached or multiple-family housing within walking distance of new transit stations.

No matter what use is most marketable at the time, the buildings should abide by the urban design standards detailed previously. The City will continue to work with real estate professionals to market and develop the site. A consistent and coherent marketing and development process will attract investment interest.

BAY LOGISTICS SITE (FORMER MOTOR WHEEL)

This property, just east of the railroad and Huron River north of Forest, has a long history of industrial activity. Currently, the 30-acre site is a warehousing and distribution facility. Due to the history of the site, any use other than industrial would most likely require

environmental remediation. The upcoming form-based code should allow the current form and use to continue.

The City Framework designates this parcel as a district but the concept plan on the following page shows the site designed as a central neighborhood. The site is within a 10-minute walk of the anticipated train station in Depot Town just to the south. As with the Water Street site, demand for attached or multiple-family housing is anticipated within walking distance of daily commuter train service. Also, the site is within walking distance to EMU’s campus, attractive to EMU students, faculty and staff. The extent of any environmental contamination is not known and the cost and level of clean-up, the highest of which is residential as required by the State of Michigan, will influence redevelopment costs.

Market analysis for this Master Plan concluded this site may be marketable as a larger scale mixed use development. It could incorporate many of the unmet shopping needs for students and professionals within a new rental housing complex that shares a parking structure with EMU, residents and shoppers. The concept plan for the site, shown in figure 30, is a rendering of what a larger scale mixed use development could be. The plan is based on the urban design principles outlined for Water Street, continuing the existing street grid through the site. Two multi-use paths are shown, connecting the site to Eastern Michigan University to the west and Depot Town to the south.

When the form-based code is developed, the site will likely be zoned as a district, allowing the use and integrating the form into the surrounding neighborhood if redeveloped. However, redevelopment of the site as a central neighborhood with attached and multiple-family housing units as well as retail or office should be considered if brought forward by an applicant to rezone and redevelop the site.

Figure 30: Bay Logistics Concept Plan

The concept plan to the right shows a possible redevelopment layout for the Bay Logistics site. The plan assumes an increased market for housing, office, and retail, possibly driven by daily rail service in Depot Town.

Environmental remediation costs are unknown and will influence the redevelopment of the site. The commercial study done for this process suggested this site would be marketable as a mixed-use development with shopping on the first-floor and residential above.

The plan shows a new community park in the northeast corner, public green space bordering the cemetery and the Huron River and a new pedestrian bridge crossing the River.

The plan also shows possible redevelopment along Railroad, Forest and Lowell, with a new pedestrian path over the railroad. All redevelopment would be at the initiative of the owners of the property.



Drawing by: AECOM

ANGSTROM PROPERTY (FORD/VISTEON)

This property has been home to industrial manufacturing since the early 1900s. For many years, it was the highest property tax payer in the City. The site has two components separated by the Huron River – a large factory on a 35.7-acre parcel and a 25.5-acre parking lot. Environmental contamination has been remediated on sections of the factory side of the site. The parking lot, no longer used, has always been used for parking.

Presently, the property is owned by the Angstrom USA LLC, which is not manufacturing within the factory as originally planned. They owners indicated to the City that they are open to selling the parking lot portion of the site. The site is well-suited as a job site due to the size of the property and easy access to I-94. Through the public engagement process, participants repeatedly expressed the need for jobs in the City.

The concept plan for the site in figure 31 shows a series of additional buildings on the parking lot area laid out in block pattern based on that of the City. Buildings on this site would be built outside of the floodplain of the Huron River and may not be in the exact location shown. In terms of the form-based zoning, the City should treat this area as a district with similar form and allowed uses as the industrial park in the southwest portion of the City. The City or other economic development entities, such as Ann Arbor SPARK, could pursue a certain sector for the site. The Northwest Council of Governments of Michigan has developed a Food Innovation District Guide which could help Ypsilanti bring food industries, from production to consumption, to the site. The site may also be a natural place to cluster sustainable energy companies, building on the green and permaculture movements within Ypsilanti.

The following chapter lays out implementation steps for the Master Plan.

Figure 31: Angstrom Property Concept Plan



The concept plan to the left is a possible redevelopment layout for the parking lot portion of the Angstrom property. The floodplain of the Huron River may shift some of the building locations shown.

The street layout continues the existing street network and block pattern. Buildings are placed in an urban setting, with parking pooled behind the buildings.

The trail network, shown in brown, is continued on either side of the property.

This area is intended to remain a jobs district. Redevelopment would be at the initiative of the property owners.

Drawing by: AECOM

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Chapter 11 - Implementation

“Enough planning, now doing”

– Favorite phrase of Master Plan Steering Committee Member

The previous chapters provide the guiding values for the City, a snapshot of it in 2013, the framework for the future and the vision of the next twenty years. Many of the projects, such as the bridge over the Huron River extending Water Street, are ambitious. Others are changes in process or regulation. This chapter consolidates the Master Plan into a policy road map.

THREE FUNDAMENTAL STEPS

The City of Ypsilanti will invest resources – staff time and budget, if available – in the following fundamental steps to implement the Master Plan:

Form-Based Code

The current zoning ordinance is use-based and not well-equipped to implement this plan due to reasons outlined in Chapter 3. A form-based code will create a coherent regulatory system to create a safe, diverse, sustainable city.

Process for Water Street Sale Approval based on Urban Design Standards

Water Street must become an asset to the City rather than a source of controversy. The urban design standards laid out in the previous chapter guarantee an urban form like the Historic Downtown and Depot Town, areas that have been sustained for over a century.

Conversion of One-Way Streets to Two-Way Streets

The conversion of Huron, Hamilton, Cross and Washtenaw to two-way streets have been in several previous plans by the City. The conversions will only happen with cooperation from MDOT and

investment of time and money. WATS should be utilized as a resource for data, research, scheduling, and facilitation. The City must invest staff time to discuss a process with MDOT and search for money to fund these conversions. Partnerships with Eastern Michigan University, Washtenaw County and other actors must be used as well.

COMMUNITY BUILDING

To that end, the City must build community relationship as part of the implementation of this plan. The following steps should be undertaken and integrated as part of everyday operations, if they have not been already:

Establish partnership with merged school district

The newly formed Ypsilanti Community Schools will influence the lives of Ypsilanti residents and their property values. The City should establish a regular means of communication, be it a standing meeting between the mayor and the School Board Chair, superintendent, manager, or a committee to talk about cooperation. The City should also reach out to the school district to coordinate the sale or reuse of district-owned properties within the city limits.

Continue and expand project-based learning

Participants felt activities for youth were essential. The eco-districts in City parks would be a natural place for project-based learning in partnership with local educational institutions - Ypsilanti Community Schools, Eastern Michigan University, University of Michigan and Washtenaw Community College.

Engage with joint projects with neighboring communities

Neighboring municipalities share many of the challenges as the City. Joint projects - such as road improvements, joint plans, and economic development initiatives - should be pursued.

Build community with neighborhoods

Participants frequently expressed pride in their neighborhoods. Festivals and gatherings in parks were often key to that feeling of community. The City can facilitate community building within neighborhoods by maintaining safe, clean parks and offering services to help with events, such as trash pick up.

Encourage cooperation between neighborhoods

During the first round of focus groups, participants expressed disappointment or frustration that neighborhoods were often at odds with one another. The City can use structures in place, such as the Community Policing Action Council (CoPAC), to bring neighborhood representatives together. However, some feel the responsibility also lies with neighborhood associations to extend warm invitations to those across the street to join them in an effort or activity.

Celebrate each other's successes

Participants often were frustrated that people in Ypsilanti operate in their own silos. The City can set a tone to break down silos by celebrating the successes of all Ypsilanti residents and businesses, as well as those of neighboring municipalities.

ZONING PLAN - FORM-BASED CODE

In the Fall of 2013, the City of Ypsilanti is scheduled to undertake a rewrite of its Zoning Ordinance to a form-based code. Many pieces of the City's current code can be preserved and integrated while introducing a form-based code approach. The goal is to retain what is working, while providing new standards that improve areas and also allow for the distinct districts to maintain the current fabric of the area or provide new context for undeveloped land. The vision,

guiding values and plans documented in this Master Plan will guide the formation of the form-based code.

Per the requirements of section 33 (2) (d) of the Michigan Planning Enabling Act (Act 33 of 2008), the Zoning Plan on the following pages describes the relationship between categories on the Framework Map in Chapter 4 and the zoning districts in the City.

Each of the framework districts in the form based code would include:

- Circulation, how streets have been designed and how future streets can be designed by context,
- Building Form, determines the best building envelope for the context by developing a range of building types that are already found in Ypsilanti that best meet compatibility with the surrounding context being regulated, and
- Open Space and Parks, identifies the types of parks and open space in the city and what types are appropriate and how buildings and streets relate to both open space and parks.

The zoning ordinance will also include regulations that continue the guiding values of the community such as:

- Easy to follow procedures and standards for renewable energy facilities, including solar panels on all buildings
- Creation of a no building zone for steep slopes along Huron River for safety and environmental preservation.
- Alignment and streamlining of City processes for planning, renovation and construction
- Historic preservation regulation allow re-use in 21st century economy, especially for houses of worship
- Permit process for food trucks beyond temporary event, possibly in limited locations to be determined during the zoning ordinance process
- Expansion of food producing plants as part of landscaping

Figure 32: Zoning Plan

Framework Category	Form-Based Zoning District(s)	Description of character and uses	Notes
Center	Center	The intent of these zones is to maintain and expand the pedestrian oriented character of the downtown, central business district, and other centers of activity. The physical form is of an urban character with uses that promote office, retail and entertainment venues, with upper story residential uses permitted.	Includes the Downtown, Depot Town, Water Street area and Cross Street area adjacent to EMU
General Corridor	General Corridor, Neighborhood Corridor	Primarily suburban in form and are currently limited to auto-oriented commercial and office uses that are adjacent to residential neighborhoods. Corridors contain a variety of medium to smaller parcels and are adjacent to both types of neighborhoods. They will allow parking on the street and require buildings to be closer to the street; with minimal yards, lots will have more buildable area for residential, commercial and office uses mixed throughout.	Includes large portions of Washtenaw Avenue, Michigan Avenue, Harriet Street, Prospect and Huron River Drive.
Historic Corridor	Historic Corridor	Dominated by large, historic homes now used in a variety of ways – residences, office, and retail. Houses of worship and other civic buildings also line these corridors.	Includes areas adjacent to Central Neighborhoods and Centers
Central Neighborhood	Neighborhood Core (3 Districts)	The physical form of structures shifts to a residential character with flexibility in use. Live/work housing, personal services, corner retail and small offices are evident in this district. Buildings are spaced closely, but are separated by setbacks.	Most of the City's historic neighborhoods, and some others with strong grid structures, are included in this area. The residential buildings types and uses vary on a spectrum with the Historic East Side with the least variety and near campus areas with the most. Three zoning designations are anticipated to preserve the existing character ranging from single-family to a large variety.
Outlying Neighborhood	Outlying Neighborhood, Multiple-Family	Low density suburban-style residential areas, consisting of predominately detached housing types, with some two-family houses throughout the area or higher-density, suburban style apartment buildings. These neighborhoods will have uses largely limited to the type of residential for which they were built. In some areas, like the Heritage Park neighborhood in the southwest part of the City, zoning would be changed so that duplexes and group homes would no longer be allowed by right.	Neighborhoods built in the middle or later part of the 20th century and include a single type of housing, adjacent to a corridor but the street network is designed to carry traffic into the neighborhood, not through it.
District	SD Special Districts	Areas of the city dedicated to a single type of activity. Special zoning districts will be developed for each of these areas	Includes EMU, Highland Cemetery, the human and health services area on Towner, the area around the railroad tracks and the industrial areas in the south of the City.

ROLE OF CITY STAFF

If the City staff is doing their job well, no one should notice. They are the stage managers for the thousands of details required in the daily municipal functions that facilitate safe development within the City. Staff, particularly those in the Planning, Building and Public Service Departments, need the capacity and time to address the following everyday:

- Existing small business development and expansion through phone calls, meetings and knowledge of appropriate places for expansion
- Quick and streamlined approval processes
- Attraction of new building to redevelopment areas, as well as other available land within the City
- Improvements of pedestrian connections
- Completion of the bicycle network
- Installation of ADA ramps at all intersections
- Rehabilitation of existing structures by working with the owners of those properties to leverage private/public funds
- Stabilization of neighborhoods through consistent code enforcement, community policing and communication.

ANNUAL EVALUATION & PLANNING

According to the Michigan Planning Enabling Act, the Planning Commission must submit an annual report, work plan and budget to City Council in time for consideration of the next budget cycle. The following portions of this Master Plan should be used as tools to prepare those materials:

- **The Decision Making Rubric in Chapter 2:** The Planning Commission should examine the measures in achieving the Guiding Values.

- **The Implementation Matrix:** Located in the appendix, it is a compilation of the matrices at the ends of chapters 6-9. The Planning Commission should track whether, how and/or if the City is implementing these items as planned and adjust work plans accordingly based on resources and the Guiding Principles.
- **Three Fundamental Steps:** Found at the start of this chapter, the Planning Commission should evaluate progress or achievement of these steps and communicate to City Council the work, resources and support needed.

These tools should also be used in to prepare a work plan for the five-year master plan update. Additional information on how to prepare for that event is in the next section.

FIVE-YEAR MASTER PLAN UPDATE

Per the Michigan Planning Enabling Act, the City of Ypsilanti must revisit this master plan every five years after its adoption to assess whether an update is needed. The City should use the implementation matrix in the appendix to track progress. If milestones have not been met, the City needs to re-evaluate its commitment to those items and change the Master Plan.

At the very least, the City should analyze neighborhoods to see if and how they have changed. Using data regularly collected and updated by the City, the data portion of the process should analyze trends in homeownership and rental dwellings, the type of dwellings in terms of numbers of units, and the amount of investment in homes by building permits. These numbers should be then focused through the lenses of safety, diversity and sustainability. Sometimes, those goals might be at odds with one another. For instance, if a neighborhood experiences gentrification, with a wave of more well-off homeowners moving in, the diversity of a neighborhood and sustainable equity may be threatened. With that knowledge, the City would then engage the residents in a process to decide priorities and next steps.

If progress is happening and staff time or budget is available, the following items warrant attention that was not possible in this process:

Adopted Master Plan 79

Leforge and Huron River Drive Reconfiguration

This intersection not only between roads but between the City and the University does not function well for pedestrians and acts as a barrier. An intense design process, like a charrette, for this area is needed to find fixes to the existing infrastructure. At the very least, this intersection should be examined as part of an update on the two-way conversion of streets.

Financing for sustainable energy and energy efficiency

An implementation step in the City's Climate Action Plan, focus groups for this process designated a sustainable energy financing program, such as a Property Assessed Clean Energy (PACE) initiative, a 5 to 20 year priority. Additional planning and effort will be needed to start such a program.

Food Access

Throughout the process, residents asked for better food access in the City, specifically a full-line grocery store. While full-line grocery stores are located within a ten-minute drive of every residence in the City, the industry standard for location of those businesses, many residents can only reach them by bus. In focus groups at the senior high-rise downtown and the Chisdester apartments, residents spoke about how buses ran infrequently between their homes and grocery stores located outside the City or not at all, particularly on weekends.

Congress and Ballard

Due to the intersection of three streets, this entrance to the Historic Downtown warrants in depth study to create a safety and preserve the context.

CONCLUSION

This plan is rooted in the facts and people of Ypsilanti today. Both will change with time, but the principles of safety, diversity and sustainability hopefully will be guiding values for tomorrow.

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Appendix

CONSULTANT TEAM

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Crash Data for Roads in City of Ypsilanti with ranking in Washtenaw County

Intersection	1991-1994		2005-2009			% change in annual crashes
	Annual crashes	Combined rank	Annual crashes	Crash Rate	Combined rank	
Michigan Avenue at Hamilton	37	1	18.8	4.04	3	-49%
Washtenaw Avenue at Hewitt	35.5	9	22.2			-37%
Michigan Avenue at Huron	31	13	22			-29%
Huron at Harriet	17	18	14.6			-14%
Ballard at Cross	14	23	6.8			-51%
Michigan at Prospect			17.2	1.73	21	
Michigan at Congress			8	2.13	25	

Combined rank is a combination of total crashes and crash rate
Source: Washtenaw Area Transportation

Implementation Matrix

Action	Time Frame	Location	Actions underway	Completion date
Continue and increase rental inspections and enforcement	Ongoing	All neighborhoods		
Assist continuation and expansion of EMU Live Ypsi program	Ongoing	All neighborhoods		
Plan and zone for range of housing typologies for the needs of all ages and abilities	Ongoing	All neighborhoods		
Continue and expand the number, type and location of festivals and events	Ongoing	All centers		
Finish upper stories	Ongoing	All Centers		
Maintain and expand transportation options	Ongoing	Downtown		
Create “Welcome to Ypsilanti” packages for new EMU students, including web version	1-5 years	EMU		
Encourage use or redevelopment of unused parking lots	1-5 years	Towner		
Encourage development of vacant parking areas	1-5 years	Job Districts		
Align economic development incentives and programs to encourage emerging sectors that align with the Guiding Values and the employment potential of residents	1-5 years	All Districts		
Establish “Aging in Place” Programs	1-5 years	All neighborhoods		
Draft a business attraction plan for Downtown, Depot Town and Cross Street	1-5 years	All centers		
Encourage business and event activity during the day and evening	1-5 years	All centers		
Create a marketing campaign for the City of Ypsilanti	1-5 years	All centers		
Build curbless “festival” street on Washington	1-5 years	Downtown		

Implementation Matrix continued

Action	Time Frame	Location	Actions underway	Completion date
Use vacant storefronts for temporary retail uses	1-5 years	Downtown		
Permanent year-round home for Downtown Farmer's Market	1-5 years	Downtown		
Permanent year-round home for Depot Town Farmer's Market	1-5 years	Depot Town		
Separate Cross Street and Washtenaw Avenue	1-10 years	Cross Street		
Create a "front door" for EMU in the area created by the reconfiguration of Cross Street and Washtenaw	1-10 years	EMU		
Restore two-way function to Cross, Huron and Hamilton Streets	1-10 years	Historic corridors		
Restore Harriet Street as the Main Street of adjacent neighborhoods	1-10 years	General Corridors		
Create "Eco-Districts" in neighborhood parks	1-10 years	All neighborhoods		
Install a way-finding system	1-10 years	All centers		
Increase walkability (2-way streets & raised intersections)	1-10 years	Downtown		
Build curbless "festival" street on River and Cross Streets	1-10 years	Depot Town		
Create a public space at new train station	1-10 years	Depot Town		

Approach on Two-Way Street Conversion

The following lists approaches to be used by the City when approaching MDOT on two-way street conversions.

Approach

1. Express the City's intent to the MDOT to restore two-way operations on the streets within the City and the transfer of the streets' jurisdiction to the City in the City's official plan and in direct communications with the MDOT.
2. Review the City's transportation plan with the MDOT so they understand the overall concept.
3. Review the key reasons with MDOT about why the changes to the streets makes sense.
 - Benefits of being bicycle-friendly and pedestrian-friendly.
 - Benefits of direct routing for motorists and cyclists.
 - Safety benefits of slower speeds, less weaving/speeding, and roundabouts.
 - Economic development and property value benefits.
 - City identity and aesthetic benefits.
 - Way-finding and legibility benefits.
 - Quality of life benefits.
4. Make the case for MDOT to fund the project:
 - The bottom line is that, at the end of the day, MDOT will have these streets "off of their books" and the City will have some "20-year" streets.
 - The streets involved have long lost their state role.
 - The City does not want to incur the maintenance costs of the

streets while the streets are in their current state.

- The streets are in their current state due to the state's past needs/values for accommodating through traffic and high levels of service for motorists through the City; a condition that is no longer exists. The future for the streets, as per the City's plans, are now in the best interest of the City and the area.
- The idea is that once the streets are restored to a condition (i.e., a 20-year street), then it makes sense for the City to assume the jurisdiction of the streets, and then the jurisdictional transfer should take place. The changes include the two-way restorations, cross-section changes, and underground utility work; according to the City's specifications.

Note that the above was written under the assumption that there is no need for the MDOT to keep jurisdiction over any of the affected streets. If there is a need to keep a route under MDOT's jurisdiction, the route should be Huron and Cross. However, it is hoped that this does not occur.

The final steps are:

1. Have the MDOT fund a the implementation plan (i.e., traffic study, the surface design/ traffic control changes, utility assessment and changes, staging, etc.)
2. Implement the project.
3. Transfer the jurisdiction.

PHASES FOR TWO-WAY CONVERSIONS

The following are potential phases of two-way conversions:

1. Lowell; Huron north of Cross; Hamilton north of Cross; Perrin north of Cross
2. Cross; Emmet; Washtenaw; Hamilton north of Washtenaw; Perrin north of Washtenaw
3. Remainder of Hamilton; remainder of Huron; Harriet

**City of Ypsilanti
Greenhouse Gas Assessment**

**WARM Training Center
Michigan Suburbs Alliance**

July 2012

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Ypsilanti Greenhouse Gas Assessment

The purpose of this Greenhouse Gas Inventory is to establish a baseline of greenhouse gas emissions for both the governmental and community sectors. This baseline will be used to develop strategies for emissions reduction and measure future changes in greenhouse gas emissions resulting from the implementation of those strategies.

Data Collection Boundaries

The tools and resources developed by ICLEI Local Governments for Sustainability guided determination of sources and quantification methodologies. Since 1990, ICLEI has been assisting cities in their efforts to limit their environmental impacts by providing analytical tools and methods to help local governments and communities measure and reduce their greenhouse gas emissions.¹

In the absence of any US-based community emissions protocol during the creation of this report, the methods used for the evaluation of community emissions are outlined in the International Local Government Greenhouse Gas (GHG) Emissions Analysis Protocol. The methods used for the evaluation of governmental emissions are outlined in the Local Government Operations Protocol (LGOP), which was developed through a partnership between the California Air Resources Board, California Climate Action Registry, and ICLEI – Local Governments for Sustainability (ICLEI).²

The ICLEI Protocol indicates that any community-scale emissions inventory must include all emissions associated with any activity occurring within the geopolitical boundaries pertaining to the jurisdiction of the local government. The rationale for this edict is that local governments have some degree of influence over activities occurring within their jurisdictions, as opposed to activities occurring outside of their jurisdiction.³ The actual emission sources, as in the case of Scope 2 emissions, may occur outside of the geopolitical boundaries. This is discussed in the Operational Boundaries section below.

The Local Government Operations Protocol indicates that the preferred method quantifies GHG emissions ONLY from sources over which a local government has operational control. A local government has operational control over an operation if the local government has the full authority to introduce and implement operating policies. According to this Protocol, “one or more of the following conditions establishes operational control:

- Wholly owning an operation, facility, or source; or
- Having the full authority to introduce and implement operational and health, safety and environmental policies (including both GHG- and non-GHG- related policies).”⁴

Under this approach, the local government is responsible for all emissions that are emitted in any facility where the government has operational control. However, it is important to note that though a

¹ "Local Government Operations Protocol." *The Climate Registry*. ARB, CCAR, ICLEI, The Climate Registry, May 2010. Web. 23 May 2012. <<http://www.theclimateregistry.org/downloads/2010/05/2010-05-06-LGO-1.1.pdf>>.

² Ibid.

³ International Local Government Greenhouse Gas (GHG) Emissions Analysis Protocol, ICLEI, p. 11, <http://www.iclei.org/index.php?id=ghgprotocol>

⁴ "Local Government Operations Protocol." *The Climate Registry*. ARB, CCAR, ICLEI, The Climate Registry, May 2010. Web. 23 May 2012. <<http://www.theclimateregistry.org/downloads/2010/05/2010-05-06-LGO-1.1.pdf>>.

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municipality may have full operational control over a facility, control of capital investments or other major changes may be shared. Under LGOP, however, this does not change the responsible party.⁵

Based on this protocol, GHG analysis has been organized into two categories, community and governmental emissions, as presented above. This separation based on controlling entities will continue in the following assessment and in the emissions reduction recommendations.

Operational Boundaries

Scope

Greenhouse gases are emitted in the course of daily activity, when we drive our cars, turn on lights and even when you exhale. GHG emissions can be either direct or indirect—a toaster indirectly emits, while the power plant that provides the electricity for that toaster directly emits. To separately account for direct and indirect emissions, to improve transparency, and to be usable when crafting any number of climate policies and goals, this Greenhouse Gas Assessment follows the World Resources Institute and World Business Council for Sustainable Development GHG Protocol Corporate Standard in categorizing “direct and indirect emissions into “scopes” as follows:

- Scope 1: All direct GHG emissions (with the exception of direct carbon dioxide (CO₂) emissions from biogenic sources).
- Scope 2: Indirect GHG emissions associated with the consumption of purchased or acquired electricity, steam, heating or cooling.
- Scope 3: All other indirect emissions not covered in Scope 2, such as emissions resulting from the extraction and production of purchased materials and fuels, transport-related activities in vehicles not owned or controlled by the reporting entity (e.g., employee commuting and business travel), outsourced activities, waste disposal, etc.⁶

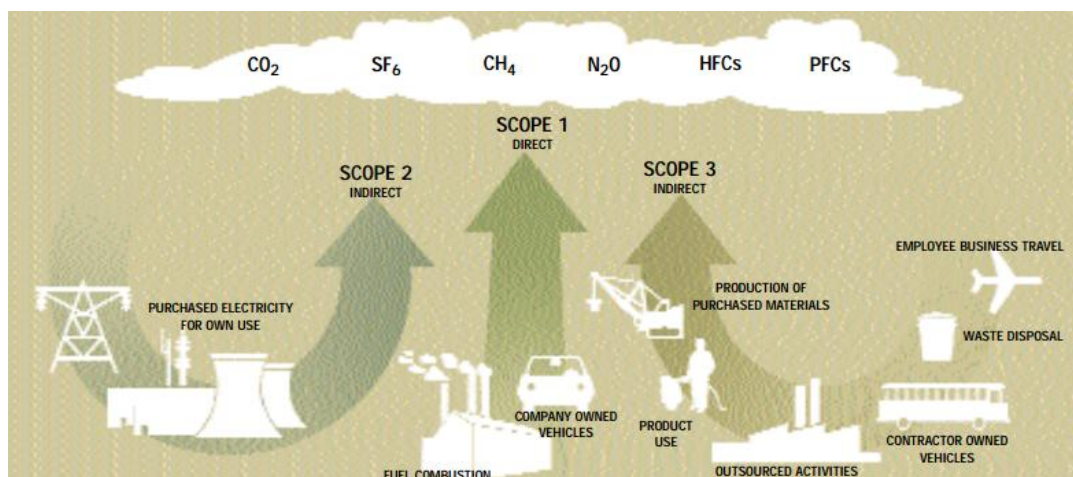


Figure 1 - Overview of Scopes and Emission Sources

Source: WRI/WBCSD GHG Protocol Corporate Standard, Chapter 4 (2004).

⁵ Ibid.

⁶ *The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard*. Revised ed. World Business Council for Sustainable Development and World Resources Institute, n.d. 25-32. Web. 23 May 2012.
<<http://www.ghgprotocol.org/files/ghgp/public/ghg-protocol-revised.pdf>>.

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Community

Community emissions result from a number of different sources. Scope 1 emissions include heating, cooling, and lighting of homes, businesses, and institutions; individual vehicles and mass transit; landfills; and industrial processes. Scope 2 emissions are from electricity generation for electric use in residential, commercial, and industrial facilities throughout the community. Scope 3 emissions are produced by waste generated within but disposed of outside of the community, vehicle emissions from community residents, government waste disposal, and employee commute. Any biogenic emissions from the burning of biomass or biofuels are counted as information items in the greenhouse gas emissions accounting protocols.

Municipal

Municipal emissions are typically a small percentage of the overall community emissions profile. However, because the government has control over the processes, technologies, and procedures that result in municipal emissions, focus on these sources can be a productive source for reductions. Scope 1 emissions from local governments include fossil fuel combustion and fugitive emissions in governmental buildings and facilities as well as fleet and transit vehicles. Scope 2 emissions are from electricity generation for lighting and air conditioning in municipal buildings. Scope 3 emissions result from contracted services, government waste disposal, and employee commute. Any biogenic emissions from the burning of biomass or biofuels are counted as information items in the greenhouse gas emissions accounting protocols.

Community			Governments	
	Emission Category	Example Sources	Emission Category	Example Sources
Scope 1	Stationary Combustion	Heating Buildings with Fossil Fuels	Stationary Combustion	Heating Buildings with Fossil Fuels
	Fugitive Emissions	Escaped Refrigerant Gasses (Buildings, Vehicles), Wastewater Treatment or Landfill Emissions within community	Fugitive Emissions	Escaped Refrigerant Gasses (Buildings, Vehicles), Methane from Government Operated Waste Disposal Facilities
	Process Emissions	Industrial Processes, Manufacturing		
	Mobile Emissions	Vehicle Miles Travelled Within Community	Mobile Emissions	Vehicle Fleet, Transit Fleet
Scope 2	Emissions from Purchased Electricity	Lighting, Appliances, Air Conditioning	Emissions from Purchased Electricity	Lighting, Computers, Air Conditioning
Scope 3	Fugitive Emissions	Community-Generated Waste at Landfills Outside City Limits	Fugitive Emissions	Emissions from Contracted Waste Hauling Service, Government Waste

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	Mobile Emissions	Emissions from Vehicles Used by Community Residents	Mobile Emissions	Disposed to Date Emissions from Employee Commute, Contracted Services
Information Item	Biogenic Emissions	Wood Heat, Biofuel Use	Biogenic Emissions	Wood Heat, Biofuel Use, Renewables

Figure 2 - Community and government scope inclusions

Overall Emissions

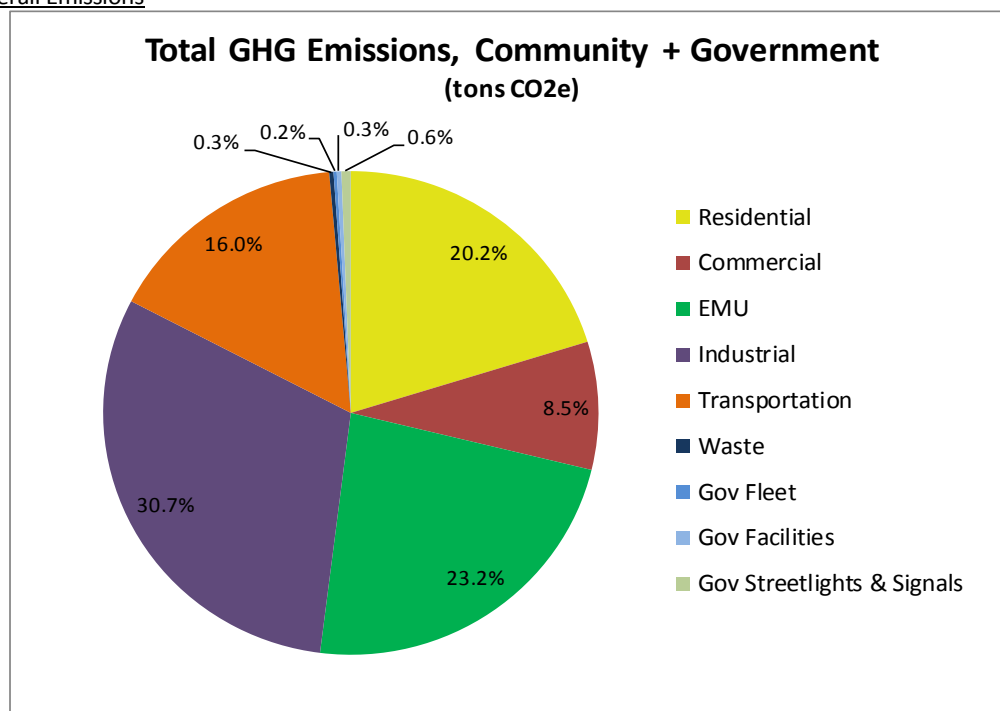


Figure 3 - Total greenhouse gas emissions in Ypsilanti in years 2005 or 2008

The community of Ypsilanti contributed 302,710 metric tons of GHG emissions (CO₂e) into the atmosphere in 2005/2008,⁷ equivalent to 15.0 metric tons per capita for the city. On average, US Emissions per capita in 2000 were 24.5 metric tons CO₂ equivalent (CO₂e) for comparison.⁸ Ypsilanti city government contributed 3,387 metric tons of emissions, about 1.1% of the total emissions.

⁷ Transportation and waste data are from 2005. All other sectors are from 2008.

⁸ Baumert, Kevin A., Timothy Herzog, and Jonathan Pershing. *Navigating the Numbers: Greenhouse Gas Data and International Climate Policy*. N.p.: World Resources Institute, 2005. 22. Web. 23 May 2012. <http://pdf.wri.org/navigating_numbers_chapter4.pdf>.

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Community Emissions

Emissions from the community at large are significantly greater than those emissions just from governmental operations. In 2008, total emissions from the community of Ypsilanti were 302,710 metric tons metric of CO₂ e.

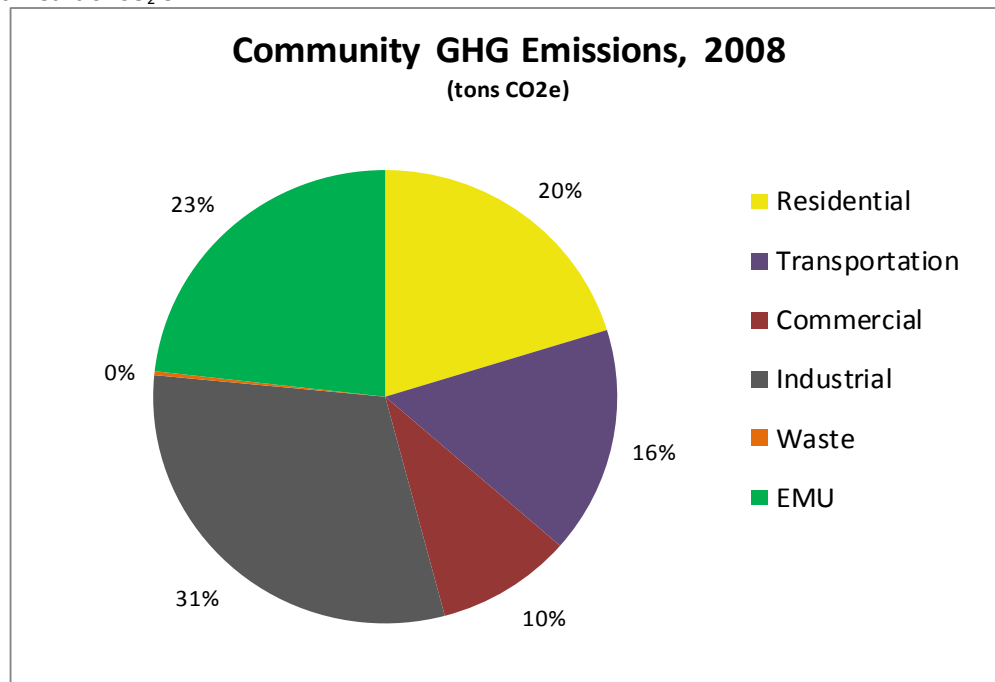


Figure 4 - Percentage of community greenhouse gas emissions by sector⁹

As illustrated, Ypsilanti's commercial sector was the greatest contributor to GHG emissions, with 9.5% of the total emissions plus an additional 23% from Eastern Michigan University (EMU). Industrial followed close behind at 31%. Residential was third, with 20% of the total emissions. Transportation emitted 16% of total emissions. Emissions from community waste, a scope 3 source, made up 0.3% of the overall emissions profile.

The large contributions of the industrial and commercial sectors are attributed to two factors. First, Eastern Michigan University forms a large part of the Ypsilanti community in terms of land use, population, and resulting emissions, producing 70,228 metric tons of CO₂ equivalent emissions in 2008. EMU's emissions were added to the existing commercial emissions. Second, a methodological issue due to unclear data scope could have led to the large contribution of the industrial and commercial sectors to overall community emissions. See the Electricity/Natural Gas methodology section for an in-depth explanation.

⁹ See "Community Inventory: Detailed Report" at the end for all data sources.

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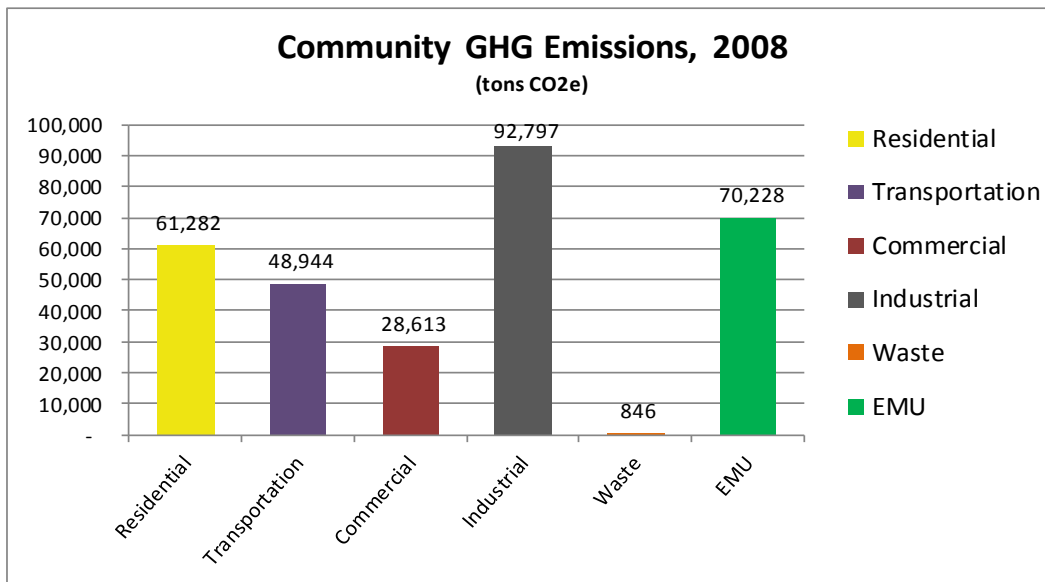


Figure 5 - Raw amount of community greenhouse gas emissions by sector

Emissions by Fuel

In examining community emissions by fuel type, note that 71.6% of total community emissions come from electricity. Gasoline and natural gas are close, with 12.1% and 11.6% respectively. This is followed by diesel (4.0%). Fuel oil (0.2%) and fugitive emissions (0.3%) each make up a small percentage of total emissions.

In comparison to emissions for the state of Michigan as a whole (36%), electricity in Ypsilanti was responsible for about twice as many emissions, by percentage. Emissions from heating fuel use (natural gas, fuel oil, and propane) in Ypsilanti were less than half as much as (12%) the statewide profile (27%). Emissions from transportation (gasoline and diesel) were about even for both, at approximately 24%. Emissions from waste in Ypsilanti were about one tenth of that statewide. Finally, emissions from industrial processes and agriculture were not noted in the case of Ypsilanti, whereas they consisted of 7% and 3%, respectively, for the state.¹⁰

¹⁰ *Final Michigan Greenhouse Gas Inventory and Reference Case Projections 1990-2025*. Center for Climate Strategies, November 2008. 8.

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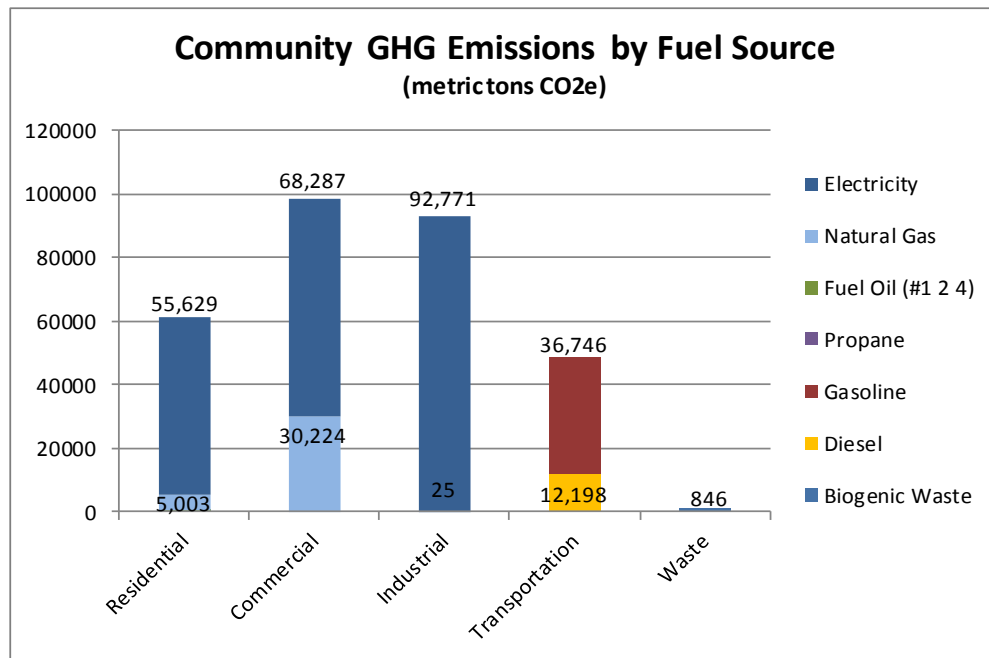


Figure 6 - Ypsilanti community emissions by fuel source in years 2005 or 2008

Emissions by Scope and Sector

Examining emissions by scope is an important component of any GHG assessment (see figure 7), as scopes help prioritize investments to reduce impacts. Scope 1 and 2 emissions are the most directly impacted by local action and thus most inventories only include scope 1 and 2 emissions in their totals. Scope 3 emissions are those emissions either partly or wholly outside of the geographic bounds of the city.

For Ypsilanti, Scope 2 emissions are more than double Scope 1 emissions. Scope 3 emissions are attributed to sources outside of the city and in Ypsilanti's case, include emissions from the miles travelled for all trips beginning or ending with the city (including those miles travelled outside of the city) and the fugitive emissions (largely methane) from garbage produced by city residents and businesses and sent to the Woodland Meadows landfill operated by Waste Management.

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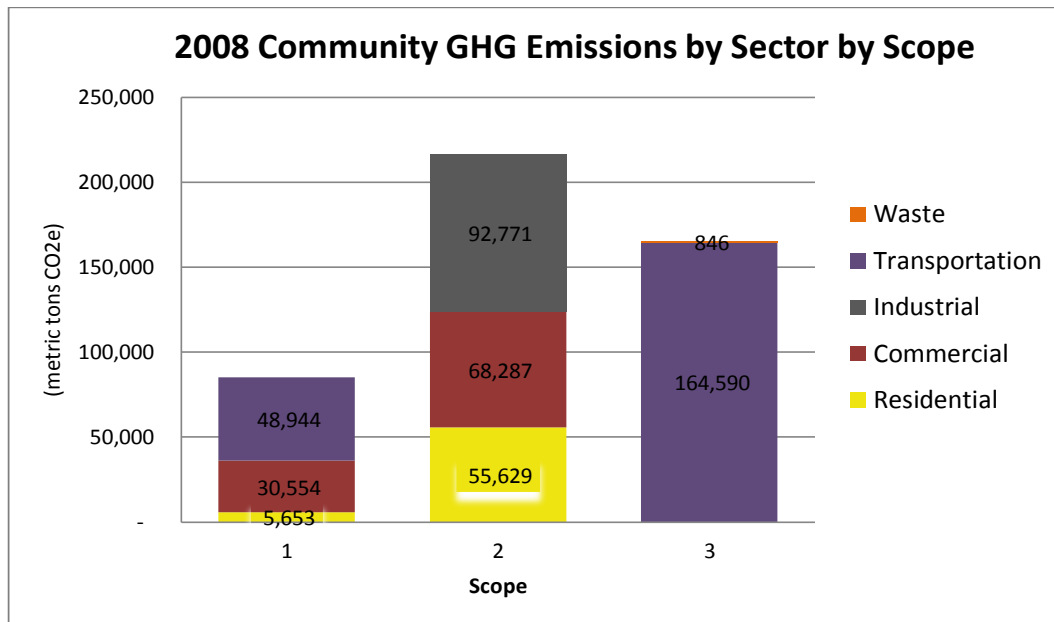


Figure 7 - Total community emissions by scope

Residential

The residential sector in Ypsilanti was responsible for 61,282 metric tons of CO₂e GHG emissions in 2008. Residents of Ypsilanti consumed 941,128 thousand cubic feet (MCF) of gas and 71,106,154 kWh of electricity in 2008 purchased from MichCon/Detroit Edison (DTE). Per household, Ypsilanti residents used about 97.5 MCFs of natural gas and 7,366 kWh of electricity annually.¹¹ Based on data provided by the Michigan Public Service Commission, the average residential MichCon/DTE customer in Michigan consumed 109.4 MCFs of natural gas and 7,942 kWh of electricity in 2008.¹² Given these figures, consumption in Ypsilanti is below the average for both gas and electric.

In addition, using census estimates and Energy Information Administration (EIA) figures, 2005 fuel oil and liquid petroleum gas (LPG) usage in Ypsilanti is estimated to be 19,110 and 77,616 gallons, respectively. Estimates showed 35 housing units used fuel oil as their primary heat sources and 112 housing units used LPG.

Commercial/Industrial

Commercial customers, emitted 28,613 metric tons of CO₂e, whereas industrial customers emitted 92,797 metric tons through consumption of natural gas and electricity. Eastern Michigan University, the major commercial customer in Ypsilanti, emitted 70,228 metric tons of CO₂e in 2008. Commercial customers consumed 35,354,150 kWh of electricity and 179,518 MCFs of natural gas in 2008 to produce the above-mentioned GHG emissions.

¹¹ This number assumes 9,653 occupied housing units in Ypsilanti in 2008, according to the US Census Bureau.

¹² "Statistical Data of Total Sales Electric Utilities in Michigan." *MPSC - Electricity*. Michigan Public Service Commission, 31 Dec. 2010. Web. 23 May 2012. <<http://www.dleg.state.mi.us/mpsc/electric/download/electricdata.pdf>>.

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Industrial customers used 118,582,186 kWh of electricity and 4,794 MCFs of natural gas from MichCon/DTE. The low number for industrial natural gas may be because industrial customers bought gas through third party providers, which are numerous and difficult to contact.

Emissions from alternate fuels such as fuel oil and LPG for commercial and industrial sectors were not calculated because there was no reliable method to estimate the usage statistics for these sectors. Unlike the residential sector, no surveys were conducted that would indicate approximate number of businesses using different fuels for heating.

Transportation

Scope 1 emissions from all the vehicle miles travelled (VMT) on *non-freeway* roads within the city of Ypsilanti resulted in 48,944 metric tons of GHG emissions, representing 291,560 vehicle miles travelled each weekday throughout the year. These emissions were calculated based on the Southeast Michigan Council of Governments (SEMCOG) regional transportation model.

Freeway VMT was decided to be outside the scope of this GHG assessment for several reasons. First, the City of Ypsilanti has no jurisdiction over the operation and maintenance of I-94 and thereby cannot affect traffic on the freeway. Second, much of the traffic on the highway is neither coming from, nor bound for the city. Thus, attributing the GHG emissions from the freeway passing through Ypsilanti to the community emissions profile was deemed inappropriate for this study.

Emissions from bus transit in the city of Ypsilanti provided by the Ann Arbor Transportation Authority (AATA) amounted to 426 metric tons, representing approximately 14,262 service hours in the community and 578,229 annual boardings.

Scope 3 emissions from the total VMT for all trips beginning and ending within the city on all road types (including highways) were estimated to be 164,590 metric tons of CO₂e. Because a significant portion of these miles would be driven outside the city boundaries, this estimate is considered a “Scope 3” emission source. However, because these miles are driven by people travelling to or from the city, it is an important source of potential emissions reduction.

Waste

Emissions from solid waste for the residents and businesses of the city of Ypsilanti are considered to be Scope 3 because the waste is disposed of outside of the geographic boundaries of the city. Emissions from the waste landfilled in 2005 contributed 846 metric tons of GHG emissions to the environment.

Waste from the City of Ypsilanti is taken to Waste Management’s Woodland Meadows landfill, where there is a landfill gas capture system. While the quantity of methane expelled to the atmosphere through landfilling depends on the technology used at the specific landfill, we assumed a methane capture efficiency of 75%, a generally accepted efficiency rating for landfills. Different landfills are able to capture greater or lesser amounts of methane for other uses.

Municipal Emissions

Municipal emissions in 2005 totaled 3,387 metric tons of CO₂e. This amounts to only 2.2% of the total community emissions profile. However, this assessment focuses on these emissions because the municipality can have a tangible effect on the activities that cause these emissions.

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As illustrated, lighting makes up the majority (54%) of total emissions for the City of Ypsilanti. The category of buildings and facilities comes in second at 27%, with fleets at 19%.

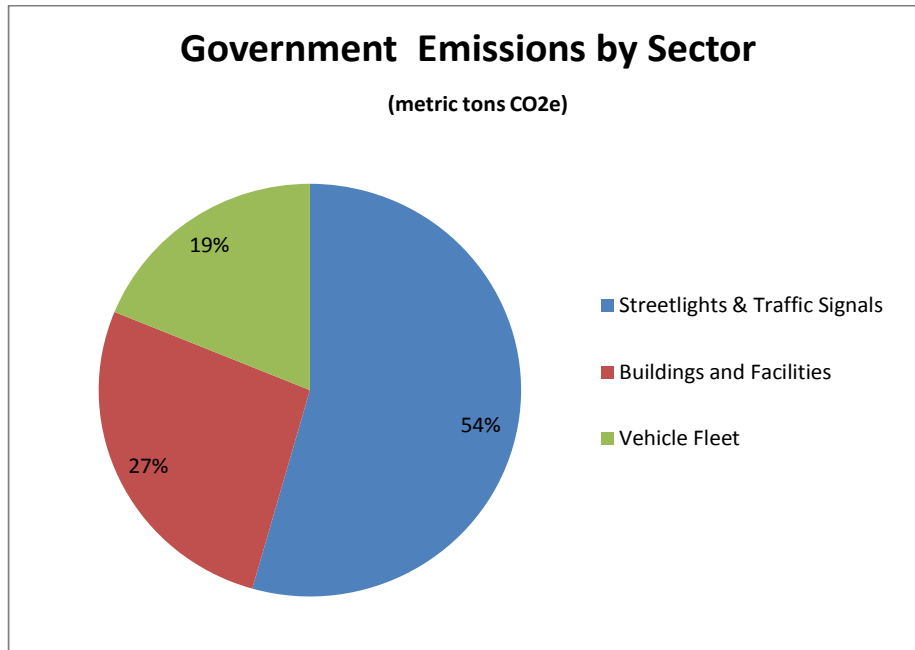


Figure 8 - Ypsilanti government emissions by sector in year 2005

Emissions by Fuel

Emissions from electricity generation (Scope 2) make up the vast majority of municipal emissions, at 69%. The final 31% of municipal emissions is made up of gasoline (13%), natural gas(12%), and diesel (6%).

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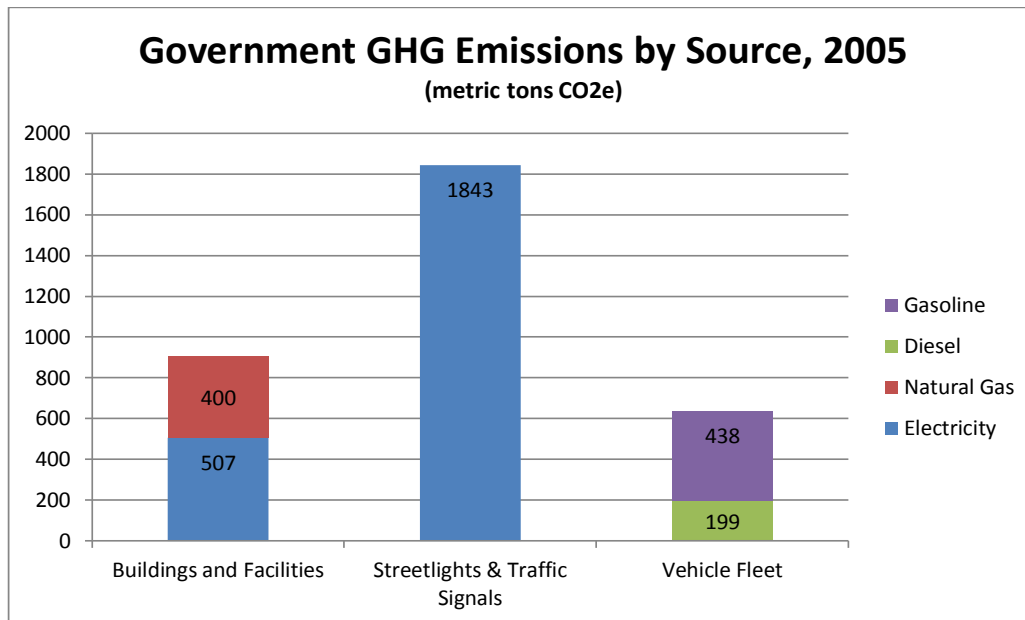
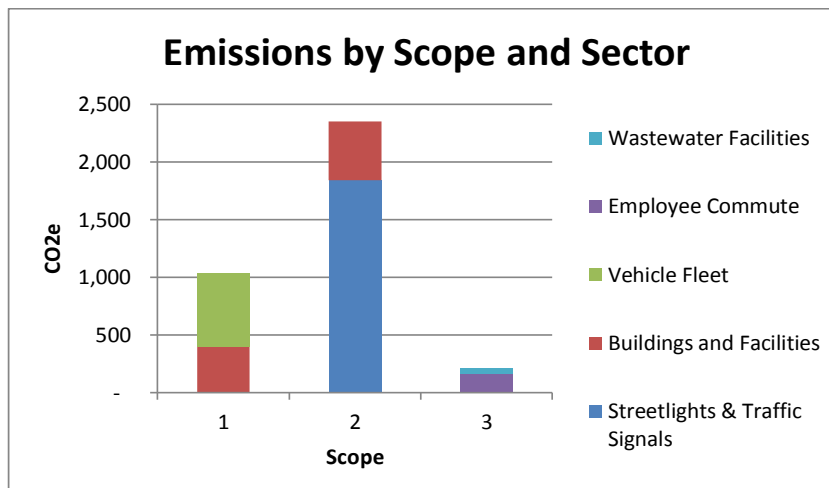


Figure 9 - Government GHG Emissions by Fuel and Sector

Emissions by Scope and Sector

When considering municipal emissions, it is important to consider emissions by scope. Scopes delineate the degree of control that a local government has over the source. Scopes delineate the degree of control that a local government has over the source. See the Scope section of the introduction for more on this topic. The majority of emissions from local government operations come from Scope 2, or electricity generation. Scope 1, or direct emissions from heating fuels and other on-site uses, constitutes a lesser component of the total emissions. The Scope 3 emissions come from estimation of employee commute.



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Figure 10 - Government emissions by scope and sector in year 2005

Buildings and Facilities

Emissions from facilities account for approximately 27% of the total municipal emissions in 2005. Buildings and facilities were responsible for 907 metric tons of GHG emissions in 2005.

Municipal Building or Facility	% of Sector Emissions from Electricity	% of Sector Emissions from Natural Gas	CO2e Emissions from Electricity	CO2e Emissions from Natural Gas	Total CO2e Emissions
Fire Station	12%	10%	109	94	203
Police Station	14%	7%	128	64	191
City Hall	12%	1%	111	12	123
Public Works Yard	3%	8%	28	72	100
Rutherford Pool	5%	5%	44	44	88
Parkridge Community Center	4%	5%	38	47	85
Ypsilanti Historical Museum	2%	3%	17	29	46
Senior Center	3%	2%	28	16	44

Figure 11 - Total emissions and percentage of emissions from government buildings

The Fire and Police Stations are some of the most intensive energy users, each emitting approximately 200 metric tons CO2e per year. City Hall and the Public Works Yard are the next most intensive, each emitting about 100 metric tons per year. The pool and community center each emit around 90 metric tons and the Historical Museum and Senior Center emit approximately 45 metric tons annually. Further analysis should examine energy intensities for these buildings.

Public Lighting

Emissions from lighting make up 54% of total municipal emissions, an exceptionally high amount as compared to neighboring municipalities. Streetlights make up 68% of lighting emissions. Traffic accounts for 30%. The remaining 2% consists of parks, parking, and miscellaneous lighting.

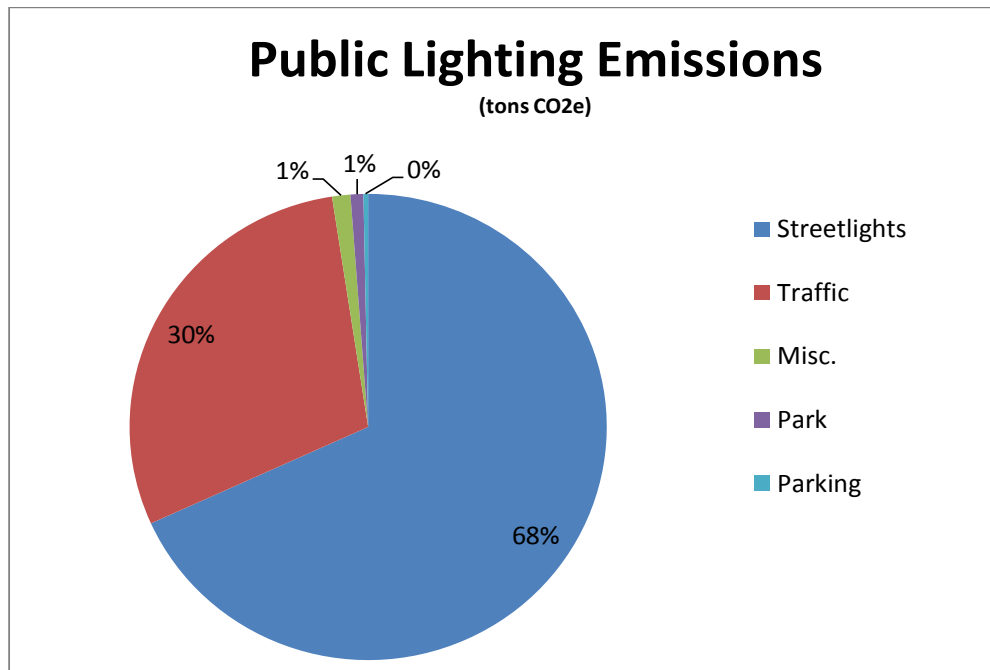


Figure 12 – Emissions by Lighting Type in year 2005

Fleet

Overall GHG emissions from the City of Ypsilanti vehicle fleet were 637 metric tons of CO₂e in total. Emissions from police vehicles accounted for the greatest quantity of emissions (219 metric tons), followed by public works (179 metric tons), environmental (124 metric tons), fire (62 metric tons), building (29 metric tons), and general (25 metric tons).

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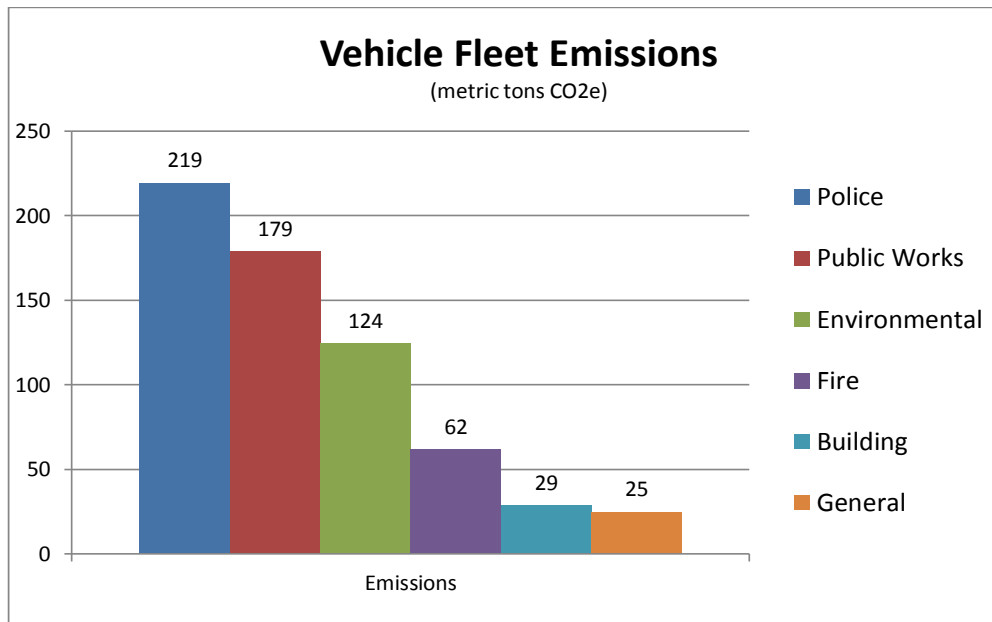


Figure 13 - Graph of government vehicle fleet emissions separated by department in year 2005

Waste

This assessment did not obtain any data specific to the waste generated within municipal operations within the City of Ypsilanti. Regardless, any emissions from waste disposed of outside the city are considered to be Scope 3. However, numerous actions can be taken to reduce the quantity of municipal waste headed for the landfill.

Wastewater

Wastewater produced within the City of Ypsilanti is treated by the Ypsilanti Community Utility Authority (YCUA), a quasigovernmental authority managed by a board with representatives from all the member communities. The City of Ypsilanti does not have control over the operations of the YCUA, and neither is the wastewater treatment plant located within the geographic bounds of the City. Therefore, any emissions from the wastewater treatment plant should be considered scope 3 emissions for the City of Ypsilanti.

The YCUA wastewater treatment plant emitted 48.5 metric tons of CO₂e emissions in 2005, composed entirely of nitrous oxide in the process of treating wastewater from the City of Ypsilanti.

Employee Commute

Emissions from current employee commuting patterns are estimated to equal 163 metric tons of CO₂e.

Mode	%
Carpooling	41%
Vanpooling	24%
Public Transportation	21%
Bicycling	31%
Walking	21%

88 out of 95 employees drive 389,323 vehicle miles yearly.

Therefore, only 7 employees arrive to work by modes other than individual vehicle. However, 31% of employees lived within 5 miles of their job location. Additionally, many respondents were interested in other modes of travel, as noted in Figure 14.

Figure 14 - Government employee interested in commute mode

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Methodology

This section outlines the methods used to generate the Ypsilanti GHG emissions estimates. As data availability varied for each of these sectors, slightly different methods were used depending on the detail and accuracy of the data procured. Each section begins with a table that summarizes the data sources, years and assumptions made throughout the emissions calculations.

Community

Community Data Sources and Assumptions				
	Data	Year	Data Source	Assumptions
Residential	Electricity	2008	DTE	Prorated based on Occupied Households
	Natural Gas	2008	DTE	Prorated based on Occupied Households
	Fuel Oil	2005	Census/EIA	Based on Surveys
	LPG	2005	Census/EIA	Based on Surveys
Commercial/Industrial	Electricity	2008	DTE; EMU	Prorated based on Occupied Households; EMU energy not included in DTE commercial
	Natural Gas	2008	DTE; EMU	Prorated based on Occupied Households; EMU energy not included in DTE commercial
	Fuel Oil	2008	EMU	Added to Other Estimates
	LPG		N/A	Not Available
Transportation	Vehicle Miles Travelled	2005	SEMCOG (VMT) ICLEI (emissions factors)	Based on Regional Travel Model Only non-highway VMT within the jurisdiction included
	Transit		AATA	Service Hours billed to Ypsilanti
Waste	Tons Landfilled	2008	City	Accounts for All Waste in City; 75% Methane Capture; Organic Waste Corresponds with EPA Averages
	Tons Recycled	2008	City	
	Tons Composted	2008	City	

Figure 15 - Ypsilanti data sources, years and assumptions

Electricity/Natural Gas

For the community inventory, a number of methods were used to compile the needed data. One main source was the utility providers. Meetings were set up with both DTE and Consumers, with the help of Chuck Hersey at SEMCOG, to explain the data request. After working through various channels, the utilities provided data sets that contained the total annual consumption of electricity and natural gas within the residential, commercial and industrial sectors for 2008, 2009 and 2010. 2008 figures were used for this analysis, because they were closest to the desired base year, 2005. However, the city of Ypsilanti lies in two different zip codes: 48197 and 48198. Preliminary analysis on the utility data

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corresponding to Ypsilanti revealed that the per-household usage was several orders of magnitude higher than the usage in other communities. Out of curiosity, this statistic was computed with the total number of households in the City of Ypsilanti, Ypsilanti Charter Township, and Superior Township (all the units of government in zip codes 48197 and 48198). This made the per-household usage comparable to that for other communities. DTE Energy did not respond to repeated requests for a description of the “envelope” from which this data was drawn. Therefore, the electricity and gas data provided by DTE Energy for residential, commercial and industrial sectors was prorated based on the Census number of occupied households in the City of Ypsilanti, divided by the total number of occupied households in the City and the two surrounding townships.

Eastern Michigan University provided electricity, natural gas and fuel oil figures for 2008. EMU purchased electricity from DTE Energy and natural gas through a third party, delivered by DTE Energy. However, because of unanswered questions regarding energy data from DTE Energy, energy figures from DTE Energy for commercial users and energy figures from EMU were added together. Realistically, some of the commercial energy use reported by DTE Energy could likely be from EMU. However, because of lack of communication on the part of DTE, we were never able to clarify these questions. Therefore, likely the commercial energy use estimation for Ypsilanti is an overestimate.

Emissions factors for electricity were DTE-specific emissions factors for 2007 from EPA E-Grid.¹³

Other Fuels

Other fuels such as fuel oil and LPG are not accounted for within the estimate given by the utilities. Therefore, for the residential sector, the US Census was used to find the number of households using different kinds of heating fuels. This data is based on a survey of household energy use and, based on the number of occupied housing units, computes what the likely number of units using a specific fuel might be. Survey estimates of the average quantity of fuel used per household were derived from estimates published by the Energy Information Agency. In that report, the table US8, Average Consumption by Fuels Used, 2005, Physical Units per Household estimates average fuel usage by census region and division. Figures were computed, then, by using the Census to find the number of households using a fuel type and multiplying by the average consumption/household in the East North Central division of the Midwest Census region. Usage of wood as a heating fuel was not estimated because of its biogenic nature.

Commercial and industrial fuel oil and LPG consumption was not estimated because of the decentralized nature of suppliers. The Census does not estimate information on heating fuel usage for commercial or industrial buildings, thereby making it difficult, if not impossible, to attain an estimate. The assessor’s office in Ypsilanti indicated that their records did not denote heating fuel used. Eastern Michigan University did provide fuel oil figures.

The Michigan Air Emissions Reporting System (MAERS) database, compiled by the Michigan Department of Environmental Quality, collects emissions estimates from large industrial operations. Two industrial operators in the City of Ypsilanti had entries in the MAERS database for 2005: Eastern Michigan University and Automotive Components Holdings (ACH). However, these entries were largely restricted to natural gas and electricity. Natural gas emissions were included in the information provided by the DTE Energy. Emissions from fuel oil were included for EMU. Subsequently, EMU provided energy figures

¹³ *eGrid*. US EPA, 10 May 2012. Web. 23 May 2012. < <http://www.epa.gov/cleanenergy/energy-resources/egrid/index.html>>.

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from 2008 with fuel oil included. Additional air pollutant emissions were noted, namely volatile organic compounds and toluene. However, for the purpose of the GHG inventory, these emissions were considered outside of the scope.

Transportation

Community transportation data was developed using the regional transportation model of the Southeast Michigan Council of Governments (SEMCOG). SEMCOG estimates include total weekday VMT, highway and non-highway, within the jurisdictional boundaries of the city of Ypsilanti. It is important to note that SEMCOG's model only takes into account major roads, thereby undercounting VMT on neighborhood streets.

Scope 1

SEMCOG also provided the regional distribution of weekday VMT by vehicle type. Using the default vehicular emissions factors embedded in the Clean Air and Climate Protection (CACP) 2009 tool developed by ICLEI, the VMT assumptions per vehicle type were modified to reflect the distribution statistics provided by SEMCOG. Finally, we entered the total weekday VMT¹⁴ only for non-highway VMT for each community, reflecting the distribution provided by SEMCOG. We did not include the highway VMT because many of those trips likely did not have the city of Ypsilanti as an origin or a destination. However, a portion of the highway VMT likely did have the city as a destination. For that reason, our estimate of emissions from Ypsilanti's transportation network is likely a conservative underestimate.

Community	Freeway		Non-Freeway		Total
	Miles of Roadway	VMT	Miles of Roadway	VMT	
Ypsilanti	3.6	183,630	47.4	291,560	475,190

Figure 16 - 2005 Average Weekday Vehicle Miles of Travel (VMT) by Road Type

	Vehicle Mile Travelled		%	
	Gas	Diesel	Gas	Diesel
Passenger Cars & Motorcycles	158,435	768	54.3%	0.3%
Light Trucks	102,413	4,109	35.1%	1.4%
Heavy Duty Trucks	-	25,818	0.0%	8.9%
SUBTOTAL	260,849	30,695	89.5%	10.5%
TOTAL		291,560		100.0%

Figure 17 - 2005 Average Weekday VMT from Non-Highway Travel in Ypsilanti

Public transit data from 2008 was procured through the Ann Arbor Transportation Authority (AATA). AATA performed 14,262 hours of service in the City of Ypsilanti. The AATA annual report was used to calculate a ratio of revenue miles per hour of service for the entire AATA system as a whole. At a reported fuel efficiency of 4.08 miles/ gallon, AATA buses used 41,718 gallons of diesel fuel and 7366

¹⁴ Annually, "weekday VMT" adds up to 262 days.

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gallons of B100 biodiesel in 2008 while providing service within the City of Ypsilanti. Standard fuel emissions factors were used to calculate the total emissions from the fuel consumed. The biodiesel component of the fuel mix had an effective 0 emissions factor due to its biogenic character.

Scope 3

SEMCOG also used their regional transportation model to derive total VMT for all trips beginning or ending (on all road types) within the city of Ypsilanti. Note that this VMT includes miles travelled outside of the city boundaries, en route from or to a location within the city. The same methodology cited above was used to convert the total VMT into CO₂ emissions. The emissions from this VMT is classified as scope 3, as the city of Ypsilanti cannot necessarily influence the driving habits of its residents, especially when they are outside the geographic boundary of the city. However, as a community metric, this statistic is important because the residents of the city of Ypsilanti can change their modes of travel.

Community	Passenger Vehicle Miles Travelled			Truck Miles Travelled			Total VMT
	Start From	End In	Start & End In	Start From	End In	Start & End In	
Ypsilanti	45,720	46,440	12,540	3,440	3,460	480	112,080

Figure 18 - 2005 Average Weekday VMT for Trips Beginning and/or Ending in Community

Waste

Waste generated by city residents and businesses but disposed outside of the city boundaries is considered a Scope 3 emissions source. The landfill emissions are generated outside the geographic boundaries of the city and citizens have no input in how the landfill is operated. Waste Management operates the Woodland Meadows landfill where municipal solid waste from the city of Ypsilanti is taken. The City of Ypsilanti provided waste generation data on quantities of waste landfilled, recycled, and composted. Recycling and composting do not count towards overall GHG emissions and thus count as zero. However, to compute the emissions from landfills, default municipal solid waste (MSW) percentages from EPA were used as a proxy.¹⁵ Because only biogenic waste produces methane, the quantity of methane was calculated using the default waste emissions factors within the CACP software.

Data calculations assumed a methane capture efficiency of 75%, a generally accepted assumption for efficiency of LFG collection systems.

Wastewater

Fugitive emissions from wastewater treatment were provided by the Ypsilanti Community Utility Authority (YCUA), which transports and treats wastewater and potable water for Ypsilanti residents. These emissions are considered Scope 3, because although the wastewater is produced inside the boundaries of the City, treatment is performed outside the geographical boundaries of Ypsilanti. Additionally, because the YCUA is not under control of the City of Ypsilanti, these emissions are not within the scope of the government operations.

Emissions for the YCUA Wastewater treatment plan were calculated using the Wastewater Emissions Data Tool from ICLEI. The YCUA treatment plant does not use digesters, lagoons or septic systems, and so the sole source of emissions was fugitive N₂O emissions totaling 0.1565 metric tons. CACP calculated the CO₂e emissions at 53 metric tons based on a global warming potential for N₂O of 310.

¹⁵ <http://www.epa.gov/epawaste/nonhaz/municipal/pubs/mswchar05.pdf>

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Municipal Data Sources and Assumptions				
	Data	Year	Data Source	Assumptions
Buildings & Facilities	Electricity	2005	City of Ypsilanti	All City Facilities Accounted For
	Natural Gas	2005	City of Ypsilanti	All City Facilities Accounted For
	Fuel Oil		N/A	
	LPG		N/A	
Streetlights & Signals	Electricity	2005	City of Ypsilanti	All City Facilities Accounted For
Fleet	Vehicle Miles Travelled	2008	City of Ypsilanti	Yearly Averages Used Based on 2008-09 Budget
	Gallons Fuel Purchased	2008	Wacker Petroleum	Fuel Purchased Was Consumed Within the Year
				Fuel Consumption Prorated Based on Vehicle Mileage and Type
Waste	Tons of Waste	Current Estimate	City of Ypsilanti	Approximated Based on Number, Volume of Dumpsters and Frequency of Pick-Up

Figure 19 - Municipal data sources, years used, and assumptions made

Buildings and Facilities

A noble intern, Scott Kalafatis, sifted through paper energy bills at the City, manually recording each of the building's billing amounts into a spreadsheet format for 2005. Using the DTE Energy specific emissions factors, emissions were computed from natural gas (Scope 1) and electricity (Scope 2) used by the buildings and facilities owned and managed by the City of Ypsilanti. Because these accounts were associated with specific addresses and not building names, current and former planning staff assisted the project by providing specific building names for the addresses provided. Calculations assumed that no facilities used fuel oil or LPG.

Streetlights and Signals

Data on streetlights and signals were collected in the same manner as for buildings, by going through boxes of paper bills. Again, DTE specific emissions factors were used to calculate the emissions associated with these facilities.

Fleet

Fleet emissions were calculated using the gallons of fuel consumed, the total vehicle miles travelled and the vehicle types. Numerous assumptions were made to arrive at this data. First, vehicle data and overall mileage were procured from the city's internal 2008-09 budgeting process. Second, total diesel and gasoline were consumed in two specific buckets: DPW and Fire/Police. The total mileage and date purchased for the vehicles were used to calculate an average annual mileage. Using that number and the assumed average fuel economy for these vehicles, fuel use was prorated to determine the amount of fuel used by vehicle. This number was then aggregated to calculate fuel used per vehicle type per department, which was used to calculate both CO₂, CH₄ and NO₂ emissions. The CACP database provided default fuel and mileage emissions factors.

Usage of one fire vehicle was measured in hours, not mileage, and no hours figure was provided. There

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was no indicator of usage provided for equipment such as weed trimmers, chainsaws, and lawnmowers. Calculations of emissions assumed that this equipment used 10% of the DPW gasoline and 2% of the DPW diesel fuel purchased. Emissions for the equipment were calculated by using the default emission factors for a passenger vehicle because no standard methodology was available.

Fugitive emissions from vehicle cooling systems are another source of GHG emissions. However, this data could not be procured from the City of Ypsilanti. Contributions from fugitive emissions typically contribute a quite low percentage (~1%) to overall emissions, but this is a gap in the data.

Employee Commute

A survey was used to gather information from employees of the City of Ypsilanti. 29 employees responded to the survey, which asked about commute patterns, mode of travel and other parameters. Their responses were used to estimate the total gallons of fuel consumed by vehicle type. Using given responses, the data was extrapolated up to the total 95 employees of the City of Ypsilanti. Therefore, calculations assume that the responses of those 29 employees are representative of City of Ypsilanti employees as a whole. Other assumptions were that each employee has 10 days of vacation, 10 sick days and 10 holidays each year.

Projections

Community

Projecting GHG emissions into the future helps estimate what emissions for the community and government will look like in 5, 20 and 50 years from now. The projection known as Business as Usual (BAU) is an estimate of what emissions from the city of Ypsilanti will look like in 2050 if no measures are adopted to curb current GHG-emitting actions. If Ypsilanti's population growth rate stabilizes at 0.0013% annually and nothing is done to change current usage trends, emissions will be 302,776 metric tons CO₂e by 2025. In 2050, emissions will be up to 302,873 metric tons of CO₂e.

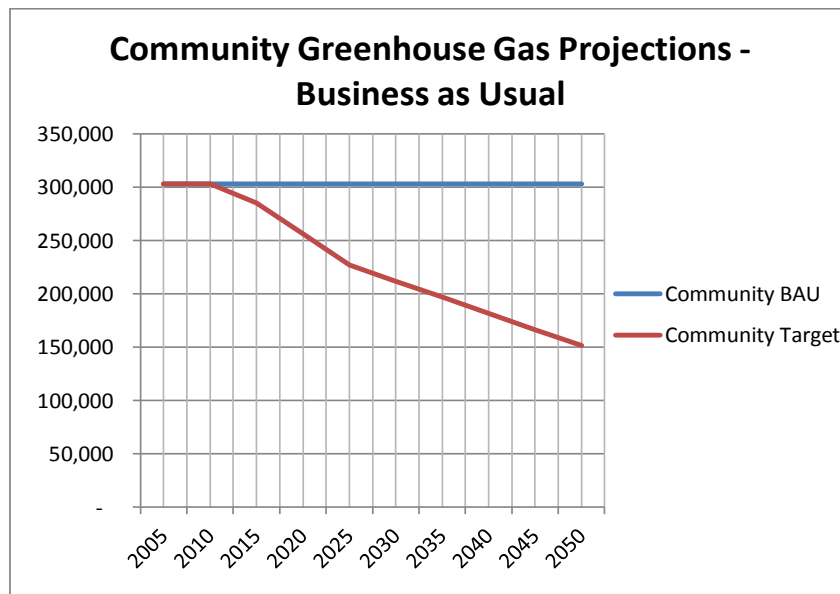


Figure 20 - Community Future Greenhouse Gas Projections: Business as Usual

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Government

BAU projections for the City of Ypsilanti indicate that if emissions trends continue, total GHG emissions will fall. The projections show that in 2005, the government emitted 3,387 metric tons of CO₂.

Assumptions were that government employees continue to drop by 1.4% annually until 2025, and losses will slow to 0.0013% annually thereafter. In 2005, municipal operations produced 3,387 metric tons CO₂e. Providing that no actions to curb or increase the rate of change are taken, in 2025 this number will fall to 2,555 metric tons CO₂e and by 2050, the government will emit 2,556 metric tons CO₂e. This amounts to a decline of about 831 metric tons CO₂e over a period of 45 years.

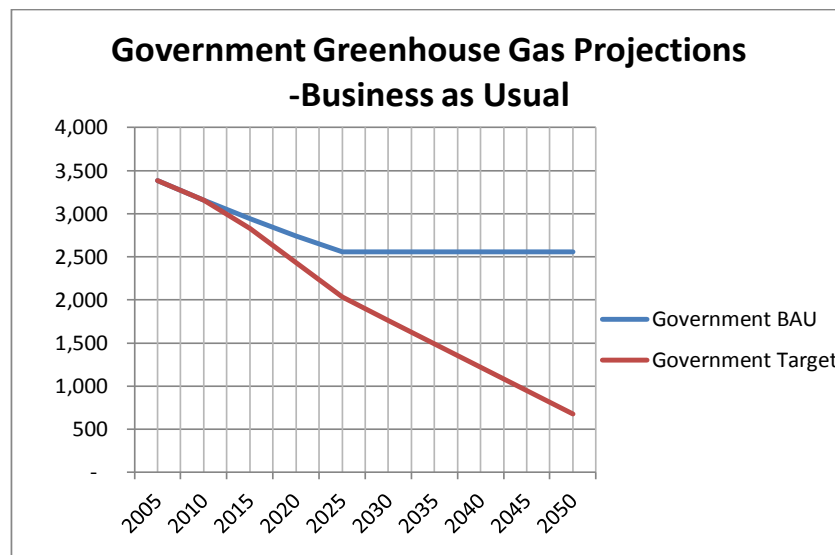


Figure 21 - Government Future Greenhouse Gas Projections: Business as Usual

Methodology

Information about the current population and employment trends in the city was obtained from both SEMCOG and the City of Ypsilanti. Annual population change in the city of Ypsilanti was calculated using SEMCOG's projections along with recommendations from Kurt Metzger, a demographer with Data Driven Detroit. Future projections were made based on the increase in population change relative to the current amount of GHGs emitted within the community.

Based on these estimates, the population of the city of Ypsilanti will stay approximately the same, with a very slight growth rate of 0.0013%. Therefore, community GHG emissions will stabilize at approximately the same level. Other factors, however, such as growth in commercial or industrial sectors, could further affect the community emissions profile.

Information provided by the city government about past and current employee numbers was used to project employee numbers into the year 2050. This provided a percentage change in number of employees that work for the city of Ypsilanti. This percentage and current GHG emissions were used to project future greenhouse gas emissions. Government GHG emissions decline because the City employment declines by -1.4% per year. This leads to overall declining trends in GHG emissions analysis

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when looking at BAU. However, we considered that after a time (in 2025), losses would have to slow.

Numerous factors can influence projections of population, size of government and the correlated emissions. Large degrees of uncertainty exist in this field so the data presented here are conservative, but provide a basis upon which to estimate needed emissions reductions.

Appendices

Community Inventory: Detailed Report

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Sector Label	Group Name	Scope	Quantity	Units	Source	Fuel	Vehicle Type	WasteTech Name	Waste Product
Residential	Fuel Oil & LPG	1	19110	(US gal)	Fuel and Electricity	Fuel Oil (#1 2 4)			0
Residential	Fuel Oil & LPG	1	77616	(US gal)	Fuel and Electricity	Stationary LPG			0
Residential	DTE	2	71106154	(kWh)	Grid Average	Electricity			
Residential	DTE	1	941128	(therms)	Fuel and Electricity	Natural Gas			
Commercial	DTE	2	35354150	(kWh)	Grid Average	Electricity			
Commercial	DTE	1	179518	(therms)	Fuel and Electricity	Natural Gas			
Commercial	Eastern Michigan University	2	51931600	(kWh)	Grid Average	Electricity			
Commercial	Eastern Michigan University	1	32212	(US gal)	Fuel and Electricity	Fuel Oil (#1 2 4)			
Commercial	Eastern Michigan University	1	550632	(MMBtu)	Fuel and Electricity	Natural Gas			
Industrial	DTE	2	1.19E+08	(kWh)	Grid Average	Electricity			
Industrial	DTE	1	4794	(therms)	Fuel and Electricity	Natural Gas			
Transportation	AATA	1	7362	(US gal)	Transport	Biodiesel (B100)	Heavy Duty Vehicles All MYs		
Transportation	AATA	1	41718	(US gal)	Transport	Diesel	Heavy Duty Vehicles All MYs		
Transportation	SEMCOG Model Data	1	6764313	(vehicle-n	Transport	Diesel	Heavy Duty Vehicles Alt. Method		
Transportation	SEMCOG Model Data	1	1076485	(vehicle-n	Transport	Diesel	Light Trucks Alt. Method		
Transportation	SEMCOG Model Data	1	201222	(vehicle-n	Transport	Diesel	Passenger Cars Alt. Method		
Transportation	SEMCOG Model Data	1	26832283	(vehicle-n	Transport	Gasoline	Light Trucks Alt. Method		
Transportation	SEMCOG Model Data	1	41510062	(vehicle-n	Transport	Gasoline	Passenger Cars Alt. Method		
Transportation	Trips Beginning and Ending	3	22946835	(vehicle-n	Transport	Diesel	Heavy Duty Vehicles Alt. Method		
Transportation	Trips Beginning and Ending	3	3651802	(vehicle-n	Transport	Diesel	Light Trucks Alt. Method		
Transportation	Trips Beginning and Ending	3	682614	(vehicle-n	Transport	Diesel	Passenger Cars Alt. Method		
Transportation	Trips Beginning and Ending	3	91024167	(vehicle-n	Transport	Gasoline	Light Trucks Alt. Method		
Transportation	Trips Beginning and Ending	3	1.41E+08	(vehicle-n	Transport	Gasoline	Passenger Cars Alt. Method		
Waste	Landfill _ Woodland Meadows	1	38	(tons)	Waste	Paper Products		Managed	1334.18
Waste	Landfill _ Woodland Meadows	1	13	(tons)	Waste	Food Waste		Managed	456.43
Waste	Landfill _ Woodland Meadows	1	10	(tons)	Waste	Plant Debris		Managed	351.1
Waste	Landfill _ Woodland Meadows	1	4	(tons)	Waste	Wood or Textiles		Managed	140.44
Waste	Landfill _ Woodland Meadows	1	35	(tons)	Waste	All Other Waste		Managed	1228.85
Waste	Recycle	1	100	(tons)	Waste	All Other Waste			805
Waste	Yard Waste	1	100	(tons)	Waste	Plant Debris		Compost	1450

Appendix A

Waste Unit	Energy Output	CO2 Output	N2O Output	CH4 Output	Combined Output	BioCO2 Output	NOx Output	SOx Output	CO Output	VOC Output	PM10 Output	Vehicle Distance	Passenger Distance
	2,637.18	195.05	0.00	0.03	196.24	-	5.28	0.35	1.14	0.42	0.37		
	7,140.67	449.72	0.01	0.08	453.76	-	-	-	-	-	-		
	242,683.11	55,611.95	-	0.81	55,628.88	-	84.37	283.02	8.68	1.03	7.55		
	94,112.80	4,989.86	0.01	0.47	5,002.66	-	7.50	0.29	1.85	0.40	0.22		
	120,662.63	27,650.39	-	0.40	27,658.81	-	41.95	140.72	4.31	0.51	3.75		
	17,951.80	951.80	0.00	0.09	954.25	-	1.37	0.05	0.35	0.08	0.04		
	177,240.95	40,615.58	-	0.59	40,627.95	-	61.62	206.70	6.34	0.75	5.51		
	4,445.26	328.77	0.00	0.05	330.78	-	8.89	0.58	1.92	0.71	0.63		
	550,631.99	29,194.51	0.06	2.75	29,269.39	-	41.96	1.67	10.83	2.31	1.28		
	404,717.35	92,742.84	-	1.34	92,771.08	-	140.71	471.99	14.47	1.72	12.59		
	479.40	25.42	0.00	0.00	25.44	-	0.06	0.03	0.02	0.00	0.00		
	942.34	-	0.00	0.00	0.07	69.57	0.72	0.00	0.21	0.02	0.02	68,180	68,180
	5,760.44	425.94	0.00	0.00	426.24	-	2.82	0.09	1.80	0.23	0.14	302,623	302,623
od	149,804.61	11,076.92	0.03	0.03	11,087.71	-	76.87	3.27	64.69	8.30	2.58	10,886,107	10,886,107
	7,945.14	587.48	0.00	0.00	588.00	-	0.94	0.17	1.10	0.37	0.18	1,732,435	1,732,435
	1,297.84	95.97	0.00	0.00	96.03	-	0.18	0.02	0.27	0.08	0.02	323,835	514,898
	240,960.61	16,926.90	1.16	0.84	17,304.88	-	33.56	2.66	448.70	45.40	0.63	43,182,374	43,182,374
	271,025.29	19,038.87	1.22	1.15	19,441.43	-	56.44	3.11	656.70	65.43	1.41	66,803,969	106,218,311
od	508,187.84	37,576.66	0.11	0.12	37,613.26	-	260.78	11.10	219.46	28.16	8.74	36,929,351	36,929,351
	26,952.59	1,992.94	0.01	0.00	1,994.70	-	3.20	0.58	3.72	1.26	0.60	5,877,006	5,877,006
	4,402.72	325.55	0.00	0.00	325.77	-	0.61	0.07	0.92	0.27	0.05	1,098,561	1,746,712
	817,419.76	57,421.76	3.94	2.86	58,703.99	-	113.83	9.04	1,522.14	154.03	2.13	146,489,197	146,489,197
	919,409.31	64,586.28	4.14	3.91	65,951.88	-	191.45	10.55	2,227.75	221.97	4.79	226,621,626	360,328,386
(tons)	-	-	-	30.81	647.01	-	-	-	-	-	-		
(tons)	-	-	-	5.97	125.29	-	-	-	-	-	-		
(tons)	-	-	-	2.60	54.61	-	-	-	-	-	-		
(tons)	-	-	-	0.92	19.28	-	-	-	-	-	-		
(tons)	-	-	-	-	-	-	-	-	-	-	-		
(tons)	-	-	-	-	-	-	-	-	-	-	-		
(tons)	-	-	-	-	-	-	-	-	-	-	-		

Municipal Inventory Detailed Report

Appendix A

SectorLabel	GroupName	Scope	List1	Indicat or1	Indicat or2	Quantity	Units	Source	Fuel
Buildings and Facilities	City Hall	2				145,463	(kWh)	Grid Average	Electricity
Buildings and Facilities	City Hall	1				2,342	(therms)	Fuel and Electric	Natural Gas
Buildings and Facilities	Senior Center	2				36,700	(kWh)	Grid Average	Electricity
Buildings and Facilities	Senior Center	1				3,083	(therms)	Fuel and Electric	Natural Gas
Buildings and Facilities	Public Works Yard	2				36,820	(kWh)	Grid Average	Electricity
Buildings and Facilities	Public Works Yard	1				13,525	(therms)	Fuel and Electric	Natural Gas
Buildings and Facilities	Ypsilanti Historical Museum	2				22,471	(kWh)	Grid Average	Electricity
Buildings and Facilities	Ypsilanti Historical Museum	1				5,511	(therms)	Fuel and Electric	Natural Gas
Buildings and Facilities	Carriage House Apartments	2				4,016	(kWh)	Grid Average	Electricity
Buildings and Facilities	Ypsilanti Freighthouse	2				2,422	(kWh)	Grid Average	Electricity
Buildings and Facilities	Police Station	2				167,519	(kWh)	Grid Average	Electricity
Buildings and Facilities	Police Station	1				11,987	(therms)	Fuel and Electric	Natural Gas
Buildings and Facilities	Fire Station	2				142,510	(kWh)	Grid Average	Electricity
Buildings and Facilities	Fire Station	1				17,691	(therms)	Fuel and Electric	Natural Gas
Buildings and Facilities	Parkridge Community Center	2				50,161	(kWh)	Grid Average	Electricity
Buildings and Facilities	Parkridge Community Center	1				8,765	(therms)	Fuel and Electric	Natural Gas
Buildings and Facilities	Rutherford Pool	2				57,440	(kWh)	Grid Average	Electricity
Buildings and Facilities	Rutherford Pool	1				8,253	(therms)	Fuel and Electric	Natural Gas
Buildings and Facilities	Public Works 2?	1				18	(therms)	Fuel and Electric	Natural Gas
Buildings and Facilities	Historical Museum	1				3,079	(therms)	Fuel and Electric	Natural Gas
Buildings and Facilities	Ypsilanti Freighthouse Gas	1				1,038	(therms)	Fuel and Electric	Natural Gas
Streetlights & Traffic Signals	Traffic Signals/Controller	2				710,187	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Streetlights	2				1,649,919	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Frog Island Park - Parking lot lighting	2				4,293	(kWh)	Grid Average	Electricity

Appendix A

VehicleType	Energy Output	CO2 Output	N2O Output	CH4 Output	Combined Output	NOx Output	SOx Output	CO Output	VOC Output	PM10 Output	Vehicle Distance	Passenger Distance
	496.46	110.23	0.00	0.00	110.82	0.24	0.64	0.02	0.00	0.01543		
§	234.20	12.42	0.00	0.00	12.45	0.02	0.00	0.00	0.00	0.00055		
	125.26	27.81	0.00	0.00	27.96	0.06	0.16	0.00	0.00	0.00389		
§	308.33	16.35	0.00	0.00	16.39	0.02	0.00	0.01	0.00	0.00072		
	125.67	27.90	0.00	0.00	28.05	0.06	0.16	0.00	0.00	0.0039		
§	1,352.50	71.71	0.00	0.01	71.89	0.10	0.00	0.03	0.01	0.00315		
	76.69	17.03	0.00	0.00	17.12	0.04	0.10	0.00	0.00	0.00238		
§	551.12	29.22	0.00	0.00	29.30	0.04	0.00	0.01	0.00	0.00128		
	13.71	3.04	0.00	0.00	3.06	0.01	0.02	0.00	0.00	0.00043		
	8.27	1.84	0.00	0.00	1.85	0.00	0.01	0.00	0.00	0.00026		
	571.74	126.94	0.00	0.00	127.63	0.28	0.73	0.02	0.00	0.01777		
§	1,198.69	63.55	0.00	0.01	63.72	0.09	0.00	0.02	0.01	0.00279		
	486.38	107.99	0.00	0.00	108.57	0.24	0.62	0.02	0.00	0.01511		
§	1,769.06	93.80	0.00	0.01	94.04	0.13	0.01	0.03	0.01	0.00412		
	171.20	38.01	0.00	0.00	38.22	0.08	0.22	0.01	0.00	0.00532		
§	876.54	46.47	0.00	0.00	46.59	0.07	0.00	0.02	0.00	0.00204		
	196.04	43.53	0.00	0.00	43.76	0.10	0.25	0.01	0.00	0.00609		
§	825.34	43.76	0.00	0.00	43.87	0.06	0.00	0.02	0.00	0.00192		
§	1.84	0.10	0.00	0.00	0.10	0.00	0.00	0.00	0.00	4.3E-06		
§	307.92	16.33	0.00	0.00	16.37	0.02	0.00	0.01	0.00	0.00072		
§	103.83	5.51	0.00	0.00	5.52	0.01	0.00	0.00	0.00	0.00024		
	2,423.85	538.16	0.01	0.01	541.07	1.20	3.11	0.09	0.01	0.07532		
	5,631.12	1,250.26	0.02	0.01	1,257.03	2.78	7.23	0.20	0.02	0.17497		
	14.65	3.25	0.00	0.00	3.27	0.01	0.02	0.00	0.00	0.00046		

Appendix A

SectorLabel	GroupName	Scope	List1	Indicat or1	Indicat or2	Quantity	Units	Source	Fuel
Streetlights & Traffic Signals	?? Downtown christmas light outlets? Meter for N. Adams and/or N. Huron parking	2				23,978	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Prospect Park	2				638	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Candy Cane Park	2				7,069	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Riverside Park Bridge Lighting	2				3,964	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Water Street 1	2				4,753	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Water Street 2	2				1,996	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Riverside Park Outlets	2				1,336	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Depot Town Parking Lot	2				3,350	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Depot Town Signal Tower/ Christmas Tree 1	2				4,426	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Depot Town Signal Tower/ Christmas Tree 2	2				1,592	(kWh)	Grid Average	Electricity
Streetlights & Traffic Signals	Water Street 3	2				1,247	(kWh)	Grid Average	Electricity
Wastewater Facilities	Ypsilanti Community Utilities Authority	3		1E+08	1E+08	0	(tonnes N2)	Absolute Emissi	Nitrous Oxi
Vehicle Fleet	Heavy Duty-PW	1	Public Works	32550	17	11,245	(US gal)	Transport	Diesel
Vehicle Fleet	Heavy Duty-ES	1	Environment	12490	6	4,315	(US gal)	Transport	Diesel
Vehicle Fleet	Light Truck - BD	1	Building	27348	4	3,194	(US gal)	Transport	Gasoline
Vehicle Fleet	Light Truck- DPW	1	Public Works	59214	14	7,111	(US gal)	Transport	Gasoline
Vehicle Fleet	Light Truck - ES	1	Environment	49627	10	6,242	(US gal)	Transport	Gasoline
Vehicle Fleet	Heavy Duty- Fire	1	Fire	6398	5	2,859	(US gal)	Transport	Diesel
Vehicle Fleet	Light Truck - Fire	1	Fire	5231	2	1,004	(US gal)	Transport	Gasoline
Vehicle Fleet	Passenger- Fire	1	Fire	12929	2	2,617	(US gal)	Transport	Gasoline
Vehicle Fleet	Passenger-Gen	1	General	13714	2	2,776	(US gal)	Transport	Gasoline
Vehicle Fleet	Heavy Duty - Police	1	Police	541	1	242	(US gal)	Transport	Diesel
Vehicle Fleet	Passenger-Police	1	Police	109995	16	24,164	(US gal)	Transport	Gasoline
Vehicle Fleet	Equipment-ES	1	Environmental			819	(US gal)	Transport	Diesel
Vehicle Fleet	Equipment-ES	1	Environmental			1,767	(US gal)	Transport	Gasoline
Employee Commute	All Employees	3		389323	88	7,615	(US gal)	Transport	Gasoline
Employee Commute	All Employees	3		389323	88	10,473	(US gal)	Transport	Gasoline

Appendix A

VehicleType	Energy Output	CO2 Output	N2O Output	CH4 Output	Combined Output	NOx Output	SOx Output	CO Output	VOC Output	PM10 Output	Vehicle Distance	Passenger Distance
	81.84	18.17	0.00	0.00	18.27	0.04	0.11	0.00	0.00	0.00254		
	2.18	0.48	0.00	0.00	0.49	0.00	0.00	0.00	0.00	6.8E-05		
	24.13	5.36	0.00	0.00	5.39	0.01	0.03	0.00	0.00	0.00075		
	13.53	3.00	0.00	0.00	3.02	0.01	0.02	0.00	0.00	0.00042		
	16.22	3.60	0.00	0.00	3.62	0.01	0.02	0.00	0.00	0.0005		
	6.81	1.51	0.00	0.00	1.52	0.00	0.01	0.00	0.00	0.00021		
	4.56	1.01	0.00	0.00	1.02	0.00	0.01	0.00	0.00	0.00014		
	11.43	2.54	0.00	0.00	2.55	0.01	0.01	0.00	0.00	0.00036		
	15.11	3.35	0.00	0.00	3.37	0.01	0.02	0.00	0.00	0.00047		
	5.43	1.21	0.00	0.00	1.21	0.00	0.01	0.00	0.00	0.00017		
	4.26	0.94	0.00	0.00	0.95	0.00	0.01	0.00	0.00	0.00013		
ide	-	-	0.16	-	48.51	-	-	-	-	0		
Heavy Duty Vehicles All MYs	1,552.64	114.81	0.00	0.00	114.89	0.76	0.02	0.48	0.06	0.03774	81,568	81,568
Heavy Duty Vehicles All MYs	595.75	44.05	0.00	0.00	44.08	0.29	0.01	0.19	0.02	0.01448	31,297	31,297
Light Trucks Alt. Method	399.21	28.04	0.00	0.00	28.67	0.06	0.00	0.74	0.08	0.00104	71,542	71,542
Light Trucks Alt. Method	888.78	62.43	0.00	0.00	63.83	0.12	0.01	1.66	0.17	0.00232	159,277	159,277
Light Trucks Alt. Method	780.14	54.80	0.00	0.00	56.03	0.11	0.01	1.45	0.15	0.00203	139,808	139,808
Heavy Duty Vehicles All MYs	394.77	29.19	0.00	0.00	29.21	0.19	0.01	0.12	0.02	0.0096	20,739	20,739
Light Trucks Alt. Method	125.46	8.81	0.00	0.00	9.01	0.02	0.00	0.23	0.02	0.00033	22,484	22,484
Passenger Cars Alt. Method	327.09	22.98	0.00	0.00	23.46	0.07	0.00	0.79	0.08	0.00171	80,623	128,191
Passenger Cars Alt. Method	346.96	24.37	0.00	0.00	24.89	0.07	0.00	0.84	0.08	0.00181	85,521	135,979
Heavy Duty Vehicles All MYs	33.42	2.47	0.00	0.00	2.47	0.02	0.00	0.01	0.00	0.00081	1,755	1,755
Passenger Cars Alt. Method	3,020.17	212.16	0.01	0.01	216.65	0.63	0.03	7.32	0.73	0.01574	744,431	1,183,645
Heavy Duty Vehicles All MYs	113.09	8.36	0.00	0.00	8.37	0.06	0.00	0.04	0.00	0.00275	5,941	5,941
Heavy Duty Vehicles Alt. Met	220.85	15.51	0.00	0.00	15.81	0.03	0.00	0.33	0.03	0.00078	13,817	13,817
Light Trucks Alt. Method	951.77	66.86	0.00	0.00	68.35	0.13	0.01	1.77	0.18	0.00248	170,566	170,566
Passenger Cars Alt. Method	1,308.98	91.95	0.01	0.01	93.90	0.27	0.02	3.17	0.32	0.00682	322,646	513,008

YPSILANTI CLIMATE ACTION PLAN
APPENDIX B: List of all collected strategies

Community Goals and Strategies

Ypsilanti is seen as a leader in small-city sustainability, attracting residents, businesses and visitors.

Specifically, the community aims to reduce its greenhouse gas emissions (measured on a per capita basis) by 12.5% per decade, or 50% by 2050.

Categories

- Buildings
Commercial, Industrial, Residential and Government
- Culture Change
Education, Events, Celebration
- Infrastructure
Waste, Water, Energy Generation
- Land Use and Transportation
- Well-being
Health, Public Safety, Food

Buildings

Target GHG Reduction: 70%

Goals:

- Property owners are making buildings, including rental properties and historic homes, more energy efficient.
- Ypsilanti beats out Greensburg, Kansas for the greenest city.
- Ypsilanti is off the grid.

Strategies:

- Create a green rental certification program to encourage energy-efficient improvements.
- Incentive for landlords to do energy upgrades: require energy/heat cost disclosure
- Community awards program for energy efficiency, separated out by businesses and by neighborhoods
- Water efficiency: fix leaky faucets
- Hold an energy competition between the town and university, or between universities, or between student groups at EMU
- Install light sensors in buildings, especially at EMU
- LED lights (or best available option) for residential and business
- Require LEED for any building project receiving a tax abatement
- Make energy-saving technologies available to low-income families at reduced rates and better publicize existing opportunities such as energy audits
- Host neighborhood "parties" to educate about and do weatherization
- Make energy-saving technologies available to low-income families at reduced rates and better publicize existing opportunities such as energy audits; provide funding for low-income residents to install wind or solar energy in households
- Research funding for brownfields or lobby for return of credits
- Incentivize installation of solar PV at gas stations, carports and parking garages
- Explore the possibilities of wind energy
- Focus on businesses:

- o Highlight savings from weatherization
- o Shift costs from business owners to building owners
- o Mitigate heat effects from south-facing windows
- Building audit information – energy audit before upgrade
- Cool roof installation
- Residential geothermal
- Florescent fixture upgrades
- Green roof installation
- HVAC upgrades: energy-efficient retrofit at time of sale
- Municipal solar thermal water heating
- Residential solar thermal water heating
- Residential weatherization

Culture Change

Target GHG Reduction: 5%

Goals:

- The community celebrates green efforts and circulates information about sustainability and reducing GHGs to residents and the region, and community members understand the importance of climate action and the ways they can make an impact individually and collectively.
- EMU and local schools have refocused education and outreach towards sustainability, in partnership with the community.
- Ypsilanti works in collaboration with surrounding communities to achieve broader changes.
- Residents have changed norms of consumption so that people expect to consume less.

Strategies:

- Get City leaders and employees visibly active on climate change issues
- Include stewardship, engagement and sustainability education in local schools
- Create a community energy “library” with information on how residents can make change, including the sustainability book list from Transition Ypsilanti
- Provide more visibility for alternative transit, including biking and walking paths and bus routes, or create a detailed database and a map for navigating routes
- Provide incentives to have biking/walking employees
 - o Charge employers for parking spaces per amount of employees
 - o Give credits or money to employers that have biking or walking employees
- Provide residents with information on their home's carbon emissions and utility costs.
- Micro-grants or loans to promote individual change
- Create a folk school centered around skills-trading
- Regional carbon off-set fund

Infrastructure

Target GHG Reduction: 5%

Goals:

- Ypsilanti has a clean local water system.
- The city generates and distributes clean energy locally.
- The community has limited its contribution to light pollution.

Strategies:

- Community-wide recycling contest
- Closed-loop recycling system

- Place artful trash and recycling bins throughout community
- Financing: Worker-owned cooperatives
- Financing: micro-grants or –loans to individuals or groups
- Municipal operations: Use sheep and a moveable fence to mow city parks
- LED streetlights
- Become dark sky compliant, potentially in the course of lighting upgrades
- Cooperative funding or loans for improvements
- Geothermal energy installation under streets and parking lots
- Motion-sensor lights in public lots and near residential areas
- City-wide composting system (curb-side or drop-off) for waste disposal; explore composting pet waste and plants or weeds in neighborhoods
- Use the Ford dam for energy production; create hydroelectric power with Ypsilanti's currently un- or under-used dams
- Increase gray water awareness and usage
- Impervious surface tax or "stormwater utility fee"
- Community-level alternative energy micro-grids
- Install a solar farm, possibly on brownfields
- Explore existing funding options, including the Southeast Michigan Regional Energy Office and the PACE program
- Waste disposal program: "pay as you throw"
- Wastewater treatment plant upgrade
- Wind power installation

Land Use and Transportation

Target GHG Reduction: 20%

Goals:

- Residents, commuters and students choose to bike, walk or bus rather than drive.
- Streets are safe for all, providing routes safe from both crime and cars.
- Land use patterns are coordinated at a high-level, integrating sustainability concerns.
- Vacant and underused properties are reclaimed as green, productive spaces.
- Make more goods and services available within neighborhoods, or make it possible for residents to walk to businesses.

Strategies:

- More bike lanes and bike-safe streets; create a network of bike facilities
- Create a pop-up bike shop
- Encourage pop-up businesses downtown
- Express bus service between Ypsilanti and Ann Arbor oriented towards commuters
- Extend AATA bus service to include a route out to Ypsilanti Township, including Kroger and Whittaker Road Library
- Complete the Border to Border trail across Washtenaw County
- Extend the existing park system along river
- Create community orchards and gardening (zoning for food)
- Start a circulation bus or trolley
- Install plug-in EV charging stations in municipal and campus parking lots
- Have days free from car use
- Create car-free zones in the city
- Allow for live/work zoning on the first floor of buildings (frontage remains commercial) and expand ordinances to allow for businesses run from homes
- Complete Streets policies, focusing especially on Water Street, parks and the B2B Trail
- Regional tax sharing system that incentivizes reinvestment in city neighborhoods

- Regional commuter trains (or BRT)
- Help EMU increase walkability, including connections between city and campus and wayfinding
- Businesses encourage employees to live nearby and commute via bike, walk or bus; Charge employers for parking spaces per amount of employees; Give credits or money to employers that have biking or walking employees
- Parking cash-out for city, county, campus employees
- Reuse closed and vacant schools (especially the bus barn) to store and teach about salvaged materials
- Complete sidewalk gaps
- Hybrid transit
- Photovoltaic carport structures
- Ridership promotion
- Vanpooling promotion
- Increased residential density
- Infill development

Well-being

Target GHG Reduction: 0%

Goals:

- All residents have access to healthy, affordable food options.
- Community health is not significantly impacted by climate change or greenhouse gases.
- The community feels safe; residents are able to communicate with neighbors, and walk and bike.
- Financing options are made available to community members to implement climate change mitigation strategies.
- The benefits of living in a sustainable community are shared by all community members.
- The city has increased local self-reliance by creating a sustainable local economy.

Strategies:

- Find a 12-month location for the farmers market, put it indoors, and explore multiple locations or transportation options to ensure accessibility
- Encourage walking through city-sponsored events, benefit walks, and meetings
- Develop a co-op barter network as well as a coordinating co-op board
- Make ordinances more friendly to urban agriculture and other forms of local food production
- Locally source cafeterias and vending machines
- Modify and replicate Cleveland's Gardening for Greenbacks program, a small grant program for equipment/material costs related to market garden efforts
- Encourage community gardens, including training on growing, with demo sites, good food education, classes and skill sharing, land access, a city-wide seed and tool share, and a cooperative market stand
- Gardening education in schools
- Shade trees

HELPING SMALL CITIES HAVE A GLOBAL IMPACT

 THE CITY OF YPSILANTI
CLIMATE ACTION PLAN

JULY 2012



ACKNOWLEDGMENTS

► THE CITY OF YPSILANTI

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Eastern Michigan University

Growing Hope

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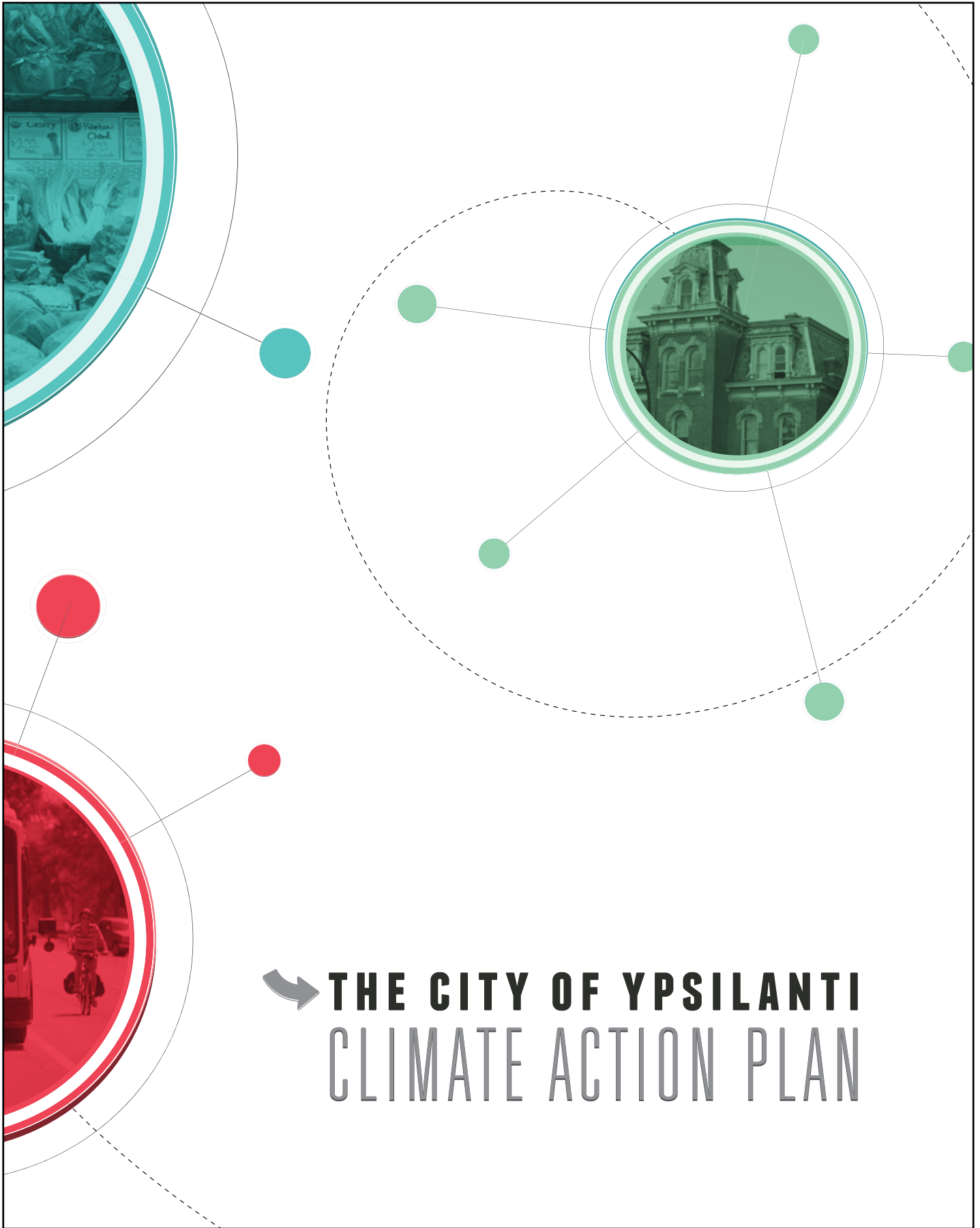


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WHAT THIS PLAN CONTAINS

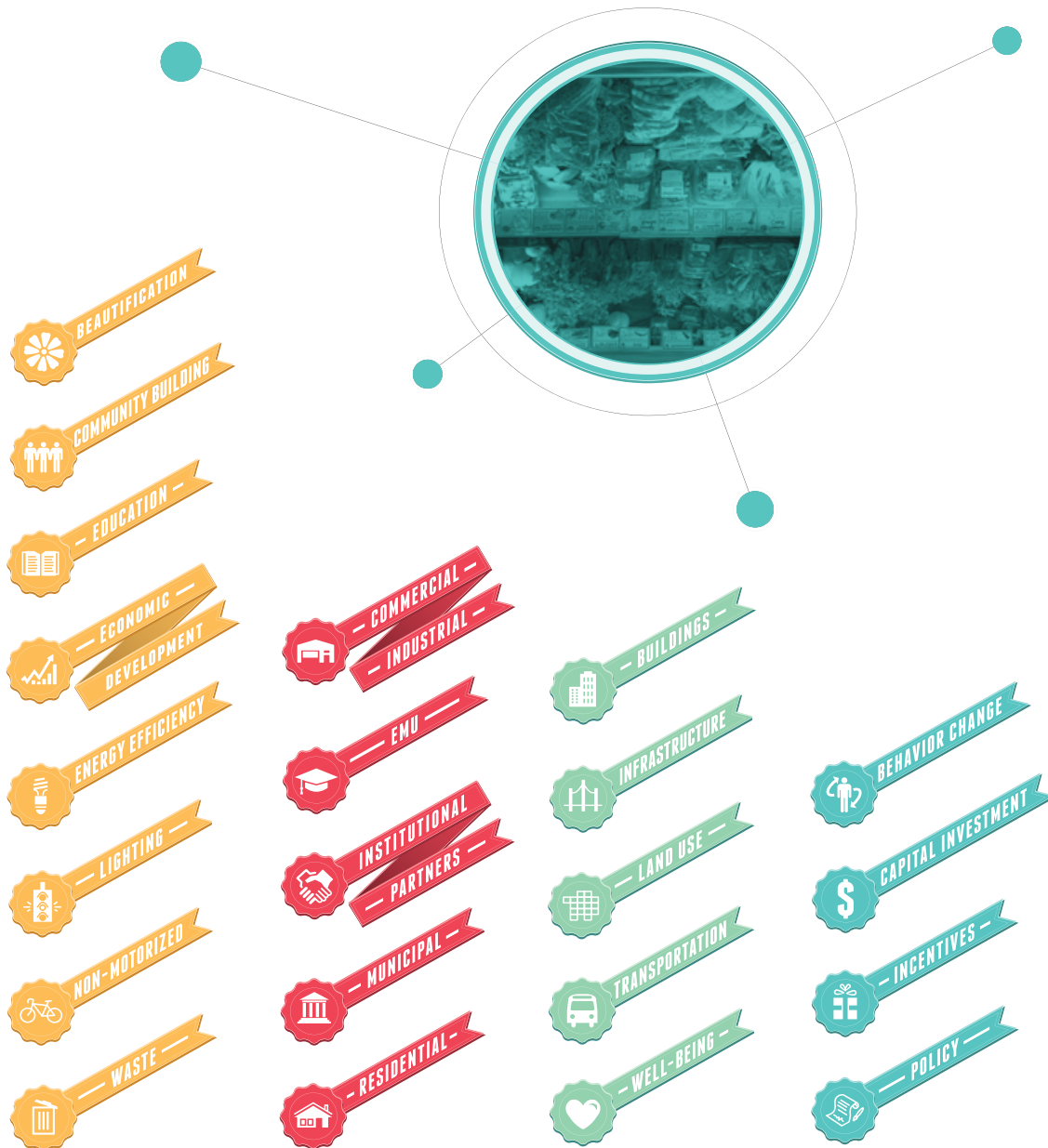
This report outlines a plan to guide Ypsilanti into a more sustainable future by coordinating municipal and community efforts to reduce greenhouse gas emissions and address climate change. The plan begins with an outline of the methodology used to create this plan and reviews community conditions, both from an emissions and qualitative standpoint. Next, the report delves into the strategies themselves and depicts the recommended tactics the city can use to reduce its greenhouse gas emissions. The strategies have been sorted into climate action areas: buildings, infrastructure, land use and transportation, and culture change. Additionally, the strategies have been given “tags” that indicate the nature of each idea, ranging from “municipal” to “behavior change.” These tags allow the user to further sort strategies by interest and acknowledge the interdisciplinary nature of each idea.

After presenting and explaining the proposed strategies, the report addresses implementation. Taking into account existing city and community efforts, the report proposes a course of action to achieve the stated goals. This plan recommends where the city can act by making direct investments, taking steps through its staff and administration, creating new policies to drive change, and coordinating with the region as a whole. The plan also recognizes that some efforts may need to be led by the community, whether through specific individuals, groups or institutions, or by the creation of an official taskforce or coalition.

Finally, more detailed information on GHG emissions and community-driven strategy ideas can be found in the two appendices. Appendix A contains the full technical assessment of municipal and community greenhouse gas emissions. Appendix B is a list of all strategy ideas collected during best practices research, exploration of related efforts and community outreach. This library of approaches has been included to encourage consideration and implementation by the community or future municipal efforts.



KEY OF STRATEGY TAGS



KEY OF STRATEGY TAGS



➔ A CLIMATE ACTION PLAN FOR YPSILANTI

Metropolitan Detroit, as Michigan's largest metro area, is both the state's greatest challenge to sustainability and holds the most promise for the future. The region holds an abundance of human capital, energy and other resources for development but is also rooted in a history of sprawl, inadequate transportation options and aging infrastructure. To move toward a better, more sustainable future, we must draw on both a desire to change as well as local resources in order to confront these substantial barriers to reform. The City of Duluth lays out the environmental challenge to city development in its own climate plan: "International scientific and political communities recognize that elevated temperatures, loss of habitat and species, and economic hardships due to damage from severe weather patterns and changes in natural resources are just some of the substantial changes we may experience in the coming years if action is not taken to reverse current [emissions] trends."¹

As a built-out and de-industrializing community, Ypsilanti struggles to meet the challenge of reducing greenhouse gas emissions. While the city's historic core predates the automotive era, the land use and transportation decisions of the last half century have been planned around the automobile. This left the city with significant greenhouse gas "legacy costs."

In 2011, the City of Ypsilanti joined the Millennial Mayors Congress, a collaborative body of veteran and emerging civic leaders who focus on developing replicable models for local action that will produce a more prosperous, environmentally sustainable and equitable Detroit region. Each of the 22 participating communities is represented by a city official and a Millennial, or 18-35 year-old, resident. In December 2009, the Congress adopted the Energy Savings Protocol, setting a goal of reducing government uses of energy from non-renewable sources to 25% below 2005 levels by 2015. Now they are working together to implement localized approaches to this regional goal.

The Cities of Southgate, Hazel Park and Ypsilanti seek to go beyond this 2015 energy goal, however, and have stepped up to lead the region in local sustainability efforts. Together, the communities and their partners seek to assess strategies for community engagement, devise plans for reductions in municipal GHG emissions, and develop and test strategies targeting community-wide emissions due to limited transportation options, inefficient buildings, and dependence on fossil fuels. All three cities seek to develop and test components of a climate action plan that will result in a measurable reduction of Green House Gas (GHG) emissions from both city government and community activities.

¹ | Skoog, Carin. "Greenhouse Gas Inventory & Forecast Report: With Recommendations for the Development of Duluth's Local Action Plan." City of Duluth. October 2001. Web, 12 June 2012. <http://www.natcapsolutions.org/ClimateManual/Cities/Chapter3/Duluth_baseline_14vii06.pdf>



WHAT IS CLIMATE ACTION PLANNING?

Climate change is by definition global and cannot be addressed by one community acting alone. Many mitigation efforts, however, can only be implemented at the local level, and community-scale strategies must be developed.

The local communities where we live and work present many opportunities to reduce greenhouse gas emissions, simultaneously addressing climate change and providing direct local benefits. While small cities may not be able to match national examples like Chicago for big flashy efforts, they have the ability to tailor efforts to local concerns and be just as impactful.

From an individual home to the citywide street network, local action can help slow climate change while also saving money, improving quality of life, and supporting new business and employment opportunities.

WHY YPSILANTI? WHY NOW?

Ypsilanti has already established itself as a leader in energy conservation and related issues, with the community taking a lead on sustainability. The Ypsilanti Climate Action Plan is a way to aggregate many of these efforts, support them through the City in the form of a formalized process, and collectively move forward toward City and community goals related to climate change.

Municipal efforts in the past few years have included a number of significant energy-related projects, and have been effective in an opportunistic, incremental approach: incorporating energy efficiency measures into already-planned projects, or leveraging outside funding opportunities to undertake projects that reduce greenhouse gas emissions and bring other benefits.

Examples of these projects include:

- ▶ Recent renovations to the city's Senior Center and Parkridge Community Center included energy-saving measures like insulation, more efficient windows and boiler upgrades, in addition to improvements for structural maintenance and better ADA access.
- ▶ City Hall features a 2.5 kW photovoltaic array installed in 2010 with the help of the Solar Ypsi initiative. During this project, the Historic District Commission also developed explicit guidelines for appropriate installation of solar panels on historic properties, streamlining future installations.
- ▶ A 2011 streetscaping project on West Cross used LED fixtures in the new streetlights, a choice expected to save the city over \$3,500 a year in energy and maintenance costs.
- ▶ Currently, the city is establishing a municipal tree nursery to provide for shade tree planting along public streets and in parks at a fraction of the cost of purchasing mature trees. This work is funded by a Great Lakes Restoration Initiative grant and includes a workforce training component.
- ▶ Ypsilanti has leveraged Congestion Mitigation and Air Quality grants for several recent projects, ranging from the construction of a segment of the "Border to Border" bike/walk trail to the replacement of the city's aging street sweeper with a lower emissions model.

Looking more broadly, Ypsilanti is home to a number of citizen groups and non-profits interested in climate-related issues. Whether around bicycling, gardening, farmers markets, renewable energy or general sustainability, the community's tradition of vibrant civic engagement provides both momentum and opportunity for new, coordinated efforts.

Finally, Eastern Michigan University, which occupies a quarter of the city's total land area and accounts for roughly 40% of the city's total daytime population,² has incorporated energy efficiency measures into its recent capital projects: the renovation and expansion of the Mark Jefferson Science Complex alone included energy-related improvements that will save an estimated \$400,000 in annual operating costs and eliminate more than 3,000 metric tons of carbon dioxide equivalent (mtCO₂e) in annual greenhouse gas emissions. The University has also taken steps to support transit commutes and encourage staff to live locally.



Through the sum of these efforts, Ypsilanti is already actively, though not always explicitly, pursuing climate change mitigation. The community lacks specific priorities. While the opportunistic approach has worked well in a number of cases, a strategic look at various options will help the city more strategically select projects—an important consideration in a time of extremely limited funds and staff time.

² | Based on commute data and estimates from EMU staff, Ypsilanti's daytime population is around 25,000. With around 5,000 students commuting into town for school and 5,000 students already residing in the city, EMU represents roughly 40% of the daytime population.

↪ A REGIONAL PARTNERSHIP FOR LOCAL AND GLOBAL IMPACT

This project is a collaborative effort made possible by a grant awarded to the City of Ypsilanti by the Michigan Department of Environmental Quality in August 2010. In partnership with the Michigan Suburbs Alliance, the Cities of Ypsilanti, Hazel Park and Southgate each received \$50,000 to develop a model process for small-city climate action planning. From 2010 to 2012, with leadership from the Michigan Suburbs Alliance, Ypsilanti has developed a basis for climate action planning that takes into account the city's limited resources and builds upon the tight-knit nature of the local community to effect change.

The participating cities set three goals for the local climate action planning process. First, test and model greenhouse gas emissions reduction strategies for small cities in metro Detroit. Second, engage a broad and diverse citizenry in reducing our collective carbon footprint. And third, develop a local climate action plan that addresses issues like transportation, buildings, renewable energy and government operations. This process will develop a model process and plan for other small Michigan cities to follow, a library of best-practice strategies to reduce greenhouse gas emissions and a city-specific climate action plan for each community to be adopted by city council.

A successful city climate action plan must be defined and supported by local residents and businesses. Citizens must feel empowered and included in the city's planning activities. Local development of the Ypsilanti Climate Action Plan was rooted in broad civic engagement and supported by planning professionals at the city, the Michigan Suburbs Alliance and WARM Training Center. Ypsilanti convened a dedicated group of local stakeholders throughout the process who participated in community forums to identify how the city can reduce the impact of climate change in their community. In large part, this report is their work.



OUR METHODOLOGY

► GREENHOUSE GAS DATA COLLECTION

Developing realistic, implementable strategies to mitigate the impacts of climate change requires a proven methodology to analyze Ypsilanti's greenhouse gas emissions. An inventory of GHG emissions establishes a baseline for both the government and community sectors, which is then used to develop strategies for targeted sectors and measure future emissions reductions resulting from the implementation of those strategies.

The tools and resources developed by ICLEI Local Governments for Sustainability guided our determination of sources and provided quantification methodologies. Since 1990, ICLEI has been assisting cities in their efforts to limit their environmental impacts by providing analytical tools and methods to help local governments and communities measure and reduce their greenhouse gas emissions.³ Preparation of this plan also drew on the experience of the Southeast Michigan Regional Energy Office, an intergovernmental organization that works with municipalities and other civic partners to support efficiency work, renewables and other energy-related projects in southeast Michigan. Ypsilanti is a member city of the Regional Energy Office.

The following concepts are used throughout this plan, and are explained here to orient non-experts to these technical issues and to ensure that those with background knowledge share an understanding with this plan. More technical detail can also be found in Appendix A.

- Greenhouse gas (GHG) emissions: The vast majority of scientists agree: an unprecedented increase in greenhouse gases, driven by human activity, is causing our climate to change. Greenhouse gases like carbon dioxide, methane, nitrous oxide and fluorinated gases are emitted in the course of daily activity, when we drive our cars, turn on lights and even when you exhale. GHG emissions can be either direct or indirect—a toaster indirectly emits, while the power plant that provides the electricity for that toaster directly emits. The EPA's website contains a wealth of information for those interested in learning more.⁴
- Metric tons of carbon dioxide equivalent (mtCO₂e): This unit is a generally accepted standard used to measure GHG emissions, combining all of the different greenhouse gases, weighted by their impact, into a single measure. This plan uses it throughout the discussion of various strategies to measure and compare their impact. One mtCO₂e is equivalent to the emissions produced by consuming 112 gallons of gasoline.
- Return on Investment (ROI): Return on investment defines the rate at which energy savings resulting from efficiency improvements will recoup the initial cost of the project. For example, a project that costs \$5,000 to implement and saves \$1,000 worth of energy annually has a 20% ROI, or a 5 year payback.

► ORGANIZATIONAL BOUNDARIES

In the absence of any US-based standard for assessing GHG emissions, the methods used for the evaluation of community emissions are outlined in the International Local Government Greenhouse Gas Emissions Analysis Protocol. The methods used for the evaluation of governmental emissions are outlined in the Local Government Operations Protocol (LGOP), which was developed through a partnership between the California Air Resources Board, California Climate Action Registry, and ICLEI.⁵

► COMMUNITY

ICLEI's International Local Government GHG Emissions Analysis Protocol indicates that any community-scale emissions inventory must include all emissions associated with any activity occurring within the geopolitical boundaries pertaining to the jurisdiction of the local government. The rationale for this edict is that local governments have a greater degree of influence over activities occurring within their jurisdictions, as opposed to activities occurring outside of their jurisdiction.⁶ The actual emission sources, as in the case of electrical power plants, may occur outside of the geopolitical boundaries but be driven by activities within the community.

³ | Local Government Operations Protocol. "The Climate Registry. ARB, CCAR, ICLEI, The Climate Registry, May 2010. Web. 23 May 2012. <<http://www.theclimateregistry.org/downloads/2010/05/2010-05-06-LGO-1.1.pdf>>.

⁴ | Start at: <http://www.epa.gov/climatechange/science/causes.html> ⁵ | Ibid.

⁶ | International Local Government Greenhouse Gas (GHG) Emissions Analysis Protocol, ICLEI, p. 11, <http://www.iclei.org/index.php?id=ghgprotocol>

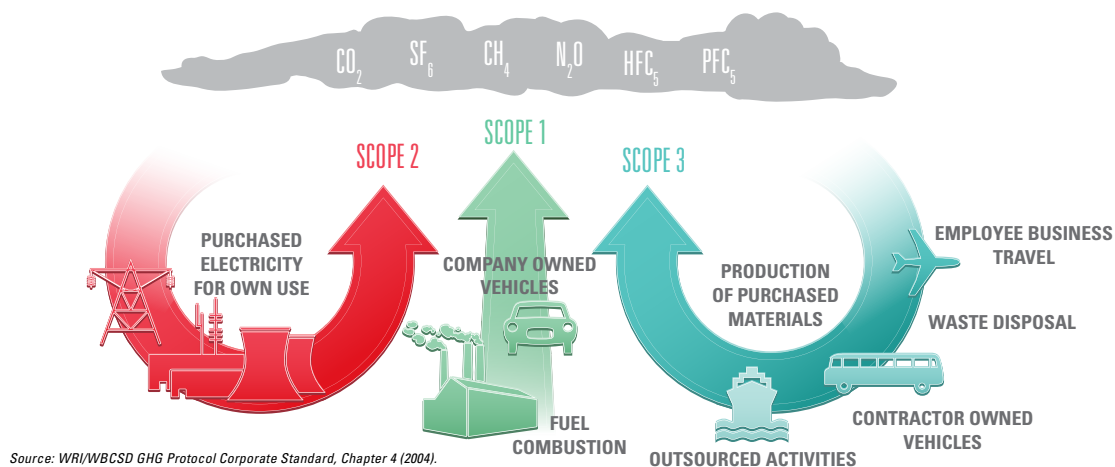
► GOVERNMENT

The Local Government Operations Protocol indicates that the preferred method quantifies GHG emissions only from sources over which a local government has operational control. A local government has operational control if it has the full authority to introduce and implement operating policies. According to this Protocol, “one or more of the following conditions establishes operational control:

- Wholly owning an operation, facility, or source;
- or
- Having the full authority to introduce and implement operational and health, safety and environmental policies (including both GHG- and non-GHG- related policies).⁷

Under this approach, the local government is responsible for all emissions that are emitted in any facility where the government has operational control. However, it is important to note that though a municipality may have full operational control over a facility, control of capital investments or other major changes may be shared. Under LGOP, however, this does not change the responsible party.⁸

► IDENTIFYING GHG OPERATIONAL BOUNDARIES



► DEFINING SCOPE

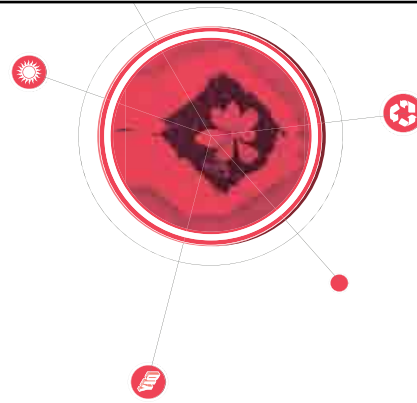
Greenhouse gases are emitted in the course of daily activity. To account for both direct and indirect emissions, improve transparency, and provide information for different types of climate policies and goals, this report follows the World Resources Institute/World Business Council for Sustainable Development (WRI/WBCSD) GHG Protocol Corporate Standard in categorizing direct and indirect emissions into “scopes” as follows:

- SCOPE 1:** All direct GHG emissions, with the exception of direct CO₂ emissions from biogenic sources, such as decaying food waste.
- SCOPE 2:** Indirect GHG emissions associated with the consumption of purchased or acquired electricity, steam, heating, or cooling.
- SCOPE 3:** All other indirect emissions not covered in Scope 2, such as emissions resulting from the extraction and production of purchased materials and fuels, transport-related activities in vehicles not owned or controlled by the reporting entity (e.g., employee commuting and business travel), outsourced activities, waste disposal, etc.⁹

7 | “Local Government Operations Protocol.” The Climate Registry. ARB, CCAR, ICLEI, The Climate Registry, May 2010. Web. 23 May 2012. <<http://www.theclimateresistry.org/downloads/2010/05/2010-05-06-LGO-1.1.pdf>>.

8 | Ibid. 9 | “The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard.” Revised ed. World Business Council for Sustainable Development and World Resources Institute, n.d. 25-32. Web. 23 May 2012. <<http://www.ghgprotocol.org/files/ghgp/public/ghg-protocol-revised.pdf>>.

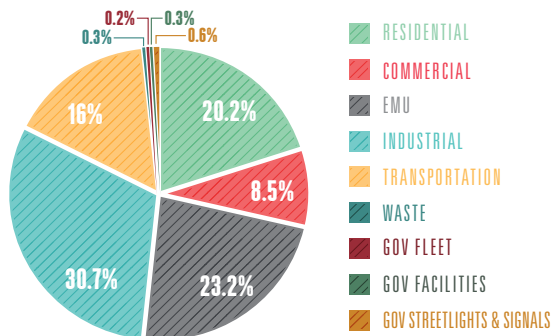
YPSILANTI'S BASELINE EMISSIONS & EXISTING CONDITIONS



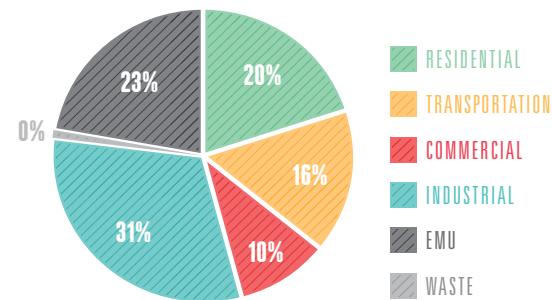
► GREENHOUSE GAS DATA COLLECTION

Over 15 months, the City of Ypsilanti and its consultants, Michigan Suburbs Alliance and WARM Training Center, collected available energy usage data with concentrated collection efforts across four main sectors: Buildings (commercial, industrial, residential and government), Culture Change (events, celebration and education), Infrastructure (water, waste and energy generation), and Land Use and Transportation (development patterns, travel options). Data was collected primarily from city departments (energy bills, fleet fuel usage, gas bills, etc), DTE Energy, Southeast Michigan Council of Governments and the U.S. Census. Combined, these four sectors provide an accurate summary of Ypsilanti's total community and municipal emission usage profile and existing conditions. These GHG emission baselines, analyzed by sector, provide a path to align community emission reductions goals with realistic strategies and resident desire to positively impact existing conditions, thereby reducing the city's impact on climate change.

TOTAL GHG EMISSIONS, COMMUNITY + GOVERNMENT
[TONS CO₂e]



COMMUNITY GHG EMISSIONS, 2008
[TONS CO₂e]



► COMMUNITY & GOVERNMENT EMISSIONS

The Ypsilanti community contributed 302,710 metric tons of GHG emissions (CO₂e) into the atmosphere in 2005/2008, equivalent to 15.0 metric tons per capita for the city.¹⁰ On average, national emissions per capita in 2000 were 24.5 metric tons CO₂ equivalent (CO₂e) for comparison.¹¹

The Ypsilanti city government contributed 3,387 metric tons of emissions, about 1.1% of the total emissions. Municipal emissions are typically a small percentage of the overall community emissions profile. Local government has a number of levers from which to change not only its own behavior, but also that of its citizens. Local governments have control over the processes, technologies, and procedures that result in municipal emissions. A dedicated focus on these emissions can be a productive source for emissions reductions.

¹⁰ | Transportation and waste data are from 2005. All other sectors are from 2008.

¹¹ | Baumert, Kevin A., Timothy Herzog, and Jonathan Pershing. *Navigating the Numbers: Greenhouse Gas Data and International Climate Policy*. N.p.: World Resources Institute, 2005. 22. Web. 23 May 2012. <http://pdf.wri.org/navigating_numbers_chapter4.pdf>.

► COMMUNITY SECTOR EMISSION USAGE

The commercial sector in Ypsilanti was the greatest contributor to GHG emissions, with 9.5% of the total emissions plus 23% additional commercial from Eastern Michigan University (EMU). Industrial followed close behind at 31%. Residential was third, with 20% of the total emissions. Transportation emitted 16% of total emissions. Emissions from community waste, a Scope 3 source, made up 0.3% of the overall emissions profile.

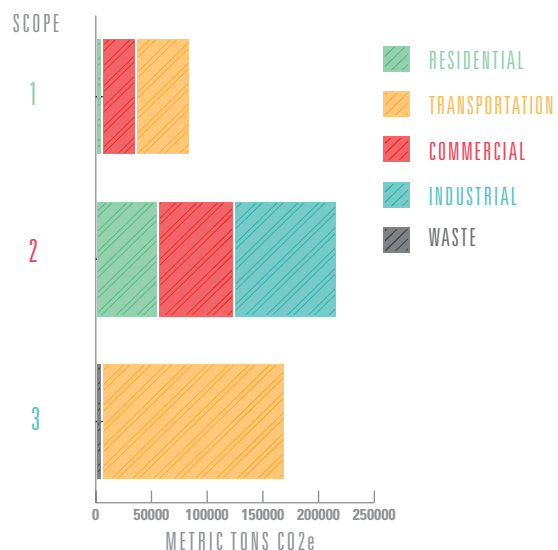
The large contributions of the industrial and commercial sectors are attributed to two factors. First, Eastern Michigan University, a significant part of the Ypsilanti community, was a large commercial emitter, producing 70,228 metric tons of CO₂ equivalent emissions in 2008. EMU's emissions were considered additive to the existing community emissions. Unclear data scope is another methodological issue that could have led to the large contribution of industrial and commercial to overall community emissions. See the Electricity/Natural Gas methodology section in Appendix A for an in-depth explanation.

► EMISSIONS BY SCOPE AND SECTOR

Examining emissions by scope is an important component of any GHG assessment, as scopes help prioritize investments to reduce impacts. Scope 1 and 2 emissions are the most directly impacted by local action and thus most inventories only include scope 1 and 2 emissions in their totals. Scope 3 emissions are those emissions either partly or wholly outside of the geographic bounds of the city.

For Ypsilanti, Scope 2 emissions are more than double Scope 1 emissions. Scope 3 emissions are attributed to sources outside of the city and, in Ypsilanti's case, include emissions from the miles travelled for all trips beginning or ending with the city (including those miles travelled outside of the city) and the fugitive emissions (largely methane) from garbage produced by city residents and businesses and sent to the Woodland Meadows landfill, operated by Waste Management.

2008 COMMUNITY GHG EMISSIONS BY SECTOR BY SCOPE



➔ OVERALL YPSILANTI EMISSIONS REDUCTION GOALS

From the baseline greenhouse gas emissions level of 302,710 metric tons CO₂-equivalent, the target reduction amount selected was 50% by 2050, or approximately 12.5% (37,838 mtCO₂e) per decade. This percentage is based on a review of climate planning efforts around the country and a consideration of feasibility: many of these used targets of 80%-100% emissions reductions by 2050, but based on the more limited powers of a smaller city on issues like regional land use or travel patterns, this number was considered unrealistic for Ypsilanti's plan.

In addition, the City of Ypsilanti should formally commit to the Millennial Mayors Congress 2009 Energy Savings Protocol by passing a resolution of support through the local City Council. This would add an additional energy savings goal of reducing municipal energy use from non-renewable sources to 25% below 2005 levels within 5 years time.¹²

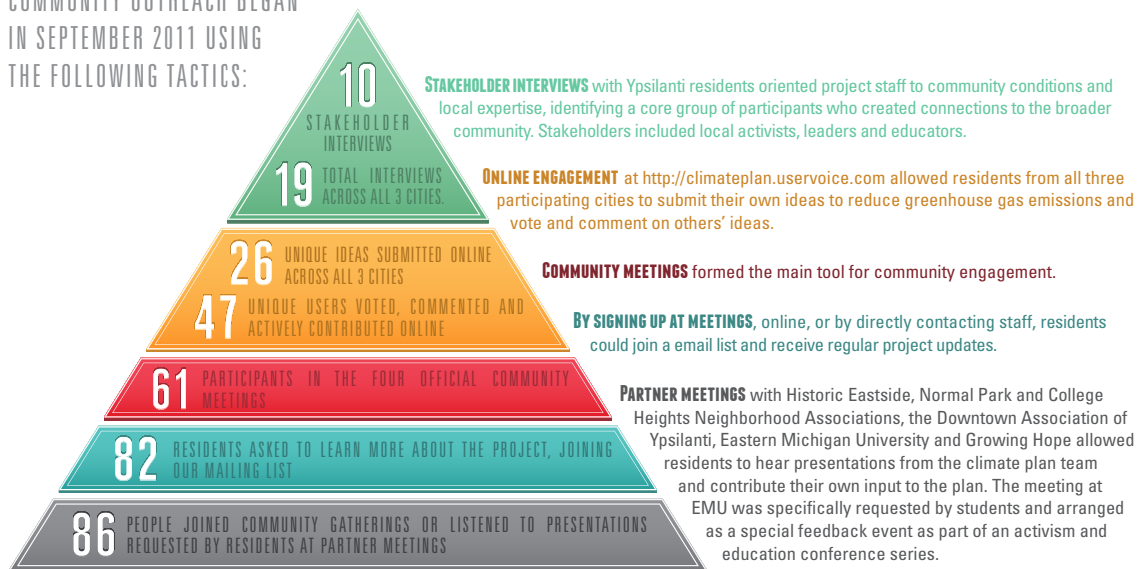
For more data and analysis about the city of Ypsilanti's GHG emission usage by community, sector and source, reference City of Ypsilanti's Greenhouse Gas Assessment, Appendix A.

¹² | The Millennial Mayors Congress Energy Savings Protocol, adopted in 2009, calls upon member cities to reduce energy use to 25% below 2005 levels by 2015. However, since City of Ypsilanti would be adopting the protocol later than the Congress as a whole, it would make sense to extend the target year.

PUBLIC ENGAGEMENT

The City of Ypsilanti chose to create this local climate action plan through a community-driven process. By engaging residents from the very beginning of the process, the plan has generated a greater variety of ideas, and the community as a whole will be more likely to support its implementation. This ensures that the final plan will more fully represent community desires, taking into account local challenges and resources. Ypsilanti already has a base of climate activists; however, these stakeholders act independently of one another with varied purpose. The primary planning process goal was to connect these parties with less-engaged citizens around the creation and later implementation of a climate action plan.

COMMUNITY OUTREACH BEGAN
IN SEPTEMBER 2011 USING
THE FOLLOWING TACTICS:



Through these opportunities for public engagement, residents were able to set local goals, inform plan writers about community conditions and resources, brainstorm ideas to reduce greenhouse gas emissions, assess proposed strategies, suggest how to best implement the plan, and give general feedback and comments on drafts of the Ypsilanti climate action plan. Residents also sought to move implementation of the lower-priority strategies—those that will not be included in this plan but that could be important for community goals—into the sphere of community work.

The City of Ypsilanti has few resources to implement this climate plan. Many of these strategies for greenhouse gas reductions will need to be driven by the community. This means the City must provide avenues for both formal and spontaneous citizen engagement in plan implementation. A final community meeting in September will kick off this process by informing a broad swath of citizens about the plan and providing them with resources to get involved.



➤ **RECOMMENDED** EMISSIONS-REDUCTION STRATEGIES

More than one hundred strategies were collected and considered for this plan, based both on community suggestions and on best practices research. The research considered related efforts in other communities, both locally and across the nation, as well as compilations of climate change mitigation tactics from ICLEI and Transition Network.

For the purpose of the plan document, attention has been focused on providing a greater level of detail on action steps and relevant resources for a smaller number of “first steps” strategies. These strategies were selected based on a combination of effectiveness (clear and significant links to greenhouse gas reduction), community support and perceived feasibility. The selection process also emphasized strategies that offer clear financial returns or other substantial benefits in addition to the greenhouse gas mitigation.

The full list of potential strategies identified during the process is included in Appendix B for reference. Some of these additional strategies may be appropriate “next steps” for future consideration; others are likely to be unworkable, due to cost, legal barriers, or other challenges.

THE SELECTED STRATEGIES HAVE BEEN GENERALLY DIVIDED INTO FOUR CATEGORIES, WITH THE ACKNOWLEDGEMENT THAT THESE OVERLAP AND ARE INTERCONNECTED:

► BUILDINGS

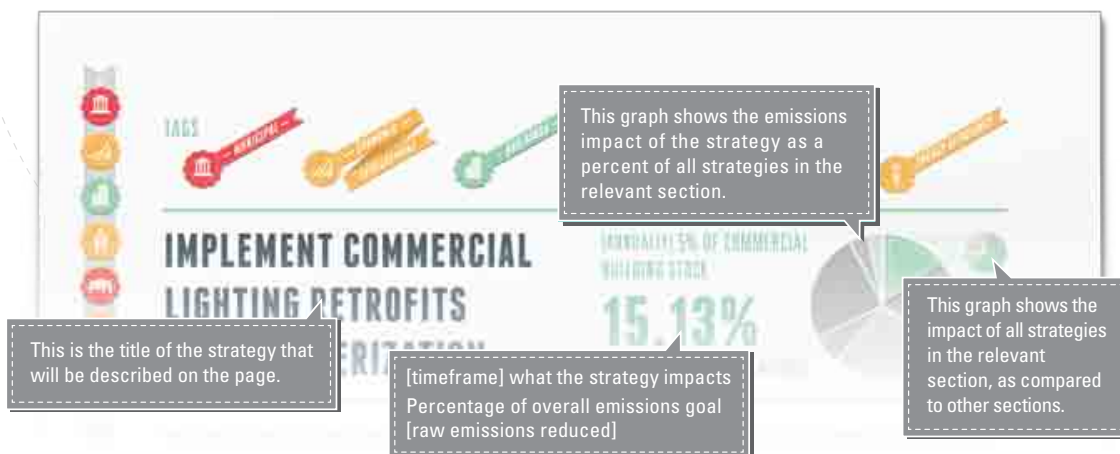
► LAND USE & TRANSPORTATION

► INFRASTRUCTURE

► CULTURE CHANGE

Within each strategy, examples are provided of successful implementation in other communities--locally, where possible, estimates of implementation costs on a relevant per-unit basis, estimates of potential greenhouse gas mitigation impacts, discussion of ancillary benefits, identification of potential partners or stakeholders for implementation, and additional considerations that may help appropriately target adoption. Except where otherwise noted, both implementation costs and GHG and cost savings were estimated using the ICLEI Climate and Air Pollution Planning Assistant version 1.5 (CAPPA), which contains standards derived from the experience of local governments across the country.

HOW TO READ A STRATEGY:





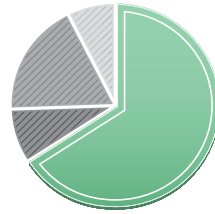
TAGS

THE CITY OF YPSILANTI

2012 CAP REPORT

14

Buildings are where many of us live, work, play and emit greenhouse gases. Ypsilanti's historic buildings are an asset that should be preserved and upgraded for greater energy efficiency.



67.83%
OF 2020 TARGET
[BUILDING STRATEGY REDUCTIONS]

RECOMMENDED EMISSIONS-REDUCTION STRATEGIES

BUILDINGS

Heating and lighting buildings consumes a substantial amount of energy, producing 27% of emissions from municipal operations and the great majority of emissions at the community scale. As of 2010, city assessing records showed 6,683,191 square feet of commercial and industrial property on 446 parcels, and 6,495,995 square feet of residential property on 4,119 parcels.¹³

Improvements to buildings are made by individual building owners, but the City of Ypsilanti has a number of tools to support these improvements and can also use the improvements it makes to its own buildings to model opportunities for other property owners. Many energy efficiency improvements in buildings have high returns on investment, paying back capital costs in as little as 1 year, or within 5 to 10 years, making them attractive to property owners. National experience also suggests that highly energy-efficient buildings can bring higher rents or sale prices, providing another incentive for owners to make improvements.

Because each building is unique—especially when working with historic properties—it is difficult to identify “one size fits all” solutions. Any energy efficiency work on a building should start with an energy audit to identify the best opportunities to reduce energy usage and save money. DTE Energy offers walkthrough audit service for commercial properties as well as subsidized energy audits for homes; the Southeast Michigan Regional Energy Office and other nonprofits also offer home energy audits for a fee.

Due to the outsized role of energy use by buildings, 70% of the overall emissions reduction goal is targeted at building-related strategies: a 26,487 mtCO₂e reduction by 2020. Additional community goals set around buildings include:

- ▶ Property owners improve energy efficiency in all types of buildings, with special attention paid to historic structures.
- ▶ Owners and residents of rental housing units, a substantial portion of the city’s building stock, share in the benefits of energy savings.

Although Eastern’s campus does account for a substantial share of emissions within the city, the University has already undertaken improvements at a number of campus facilities, yielding 6,475 mtCO₂e in emissions reductions, and nearly \$800,000 in annual cost savings. Because Eastern is still in the midst of a multi-year program to identify and implement energy efficiency measures in their buildings, specific recommendations are not presented in this plan.

¹³ These numbers may not include some un-assessed, tax-exempt properties.

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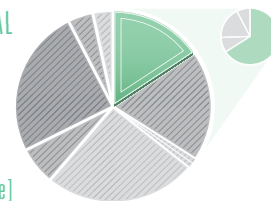


IMPLEMENT COMMERCIAL LIGHTING RETROFITS AND WEATHERIZATION

[ANNUALLY] 5% OF COMMERCIAL BUILDING STOCK

15.13%

OF 2020 TARGET [4809.6 mtCO₂e]



Ypsilanti's historic building stock is certainly an asset to the community. However, this historic nature also indicates that many of the buildings in town have outdated lighting technology. For commercial and institutional applications, lighting retrofits are one of the quickest, surest paybacks, usually in the range of 1 to 7 years. Commercial and industrial spaces should explore other energy efficiency measures, such as HVAC upgrades and insulation, in concert with lighting upgrades. The City of Ypsilanti has already upgraded many of their older fluorescent lights to more efficient fixtures.

EXAMPLES:

Numerous Southeast Michigan Regional Energy Office members have performed lighting upgrades in their municipal buildings. A video case study can be found on the Energy Office's website.¹⁴ Ypsilanti has already upgraded some older fluorescent light ballasts in City Hall.

IMPLEMENTATION COSTS:

Lighting retrofits are often in the range of \$60 per 1,000 square feet of building, depending on the technology used.

EXPECTED GHG SAVINGS:

Lighting retrofits can bring energy savings of 15% or more: 1.5 mtCO₂e annually per 1,000 square feet of construction, based on ICLEI "typical experience" measures. Applied across approximately 100,000 square feet of municipal buildings, this would total 150 mtCO₂e. If 5% of the city's commercial and industrial properties undertake lighting upgrades annually, reductions of 4,000 mtCO₂e could be achieved by 2020.

Applying other weatherization measures for commercial and industrial sectors at the same installation level, focusing specifically on HVAC and air-sealing, can achieve an additional 1,067 mtCO₂e in emissions reductions by 2020.

CONSIDERATIONS:

There are a number of options for lighting retrofits, ranging from T8 or T5 fluorescents to LED or other forms of solid state lighting technologies. An energy audit focused on lighting is recommended for any building that seeks to upgrade its lighting technology.

ADDITIONAL BENEFITS:

Occupants can expect energy cost savings of approximately \$200 per 1,000 square feet, resulting in lower operating costs over the lifetime of the building. Lighting retrofits also reduce fluorescent flicker, improving employee comfort and building appearance. By better shielding a building from the elements, weatherization upgrades make a building more comfortable and save money.

PARTNERS & STAKEHOLDERS:

DTE offers free walk-through inspections to advise commercial building owners on opportunities and available incentives. City of Ypsilanti, as a member of the Regional Energy Office, can also utilize those technical assistance resources to implement lighting retrofits in its buildings. The Regional Energy Office additionally expects to have access to PACE funding soon, and can use this financing to support commercial efficiency upgrades.

RECOMMENDED APPROACH:

Upgrade lighting in city buildings as soon as possible. Advertise the availability of low and no cost energy audit services to help building owners prioritize the energy work they would like to do in their buildings. Partner with relevant organizations to help market available services.

¹⁴ | A video case study can be found at the following link: <http://www.youtube.com/watch?v=Rc7Fwz4rwek>

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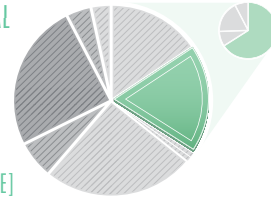


INSTALL AND PROMOTE BUILDING LIGHTING SENSORS

[ANNUALLY] 5% OF COMMERCIAL BUILDING STOCK

18.16%

OF 2020 TARGET (4809.6 MTCO₂E)



Installing occupancy sensors on interior lighting can be a simple and cost-effective way to reduce electricity consumption—typical experience suggests a 35% reduction in electricity usage is possible in commercial buildings, with payback of installation costs in less than a year. In other locations, light-level sensors that can dim or brighten lighting based on natural light levels can save energy while maintaining constant light levels. However, these light sensors require dimmer-friendly fixtures and may not be as reliable as occupancy sensors.

► IMPLEMENTATION COSTS:

Hardware and installation costs average around \$50 per room, or \$50-\$100 per 1,000 square feet.

► CONSIDERATIONS:

The total impact of this strategy is lessened significantly when lighting fixture upgrades are also undertaken. Additionally, the use patterns of many of the city's spaces specifically—whether they are occupied continuously or very rarely—may reduce effectiveness. However, the overall cost/benefit consideration remains high.

► EXPECTED GHG SAVINGS:

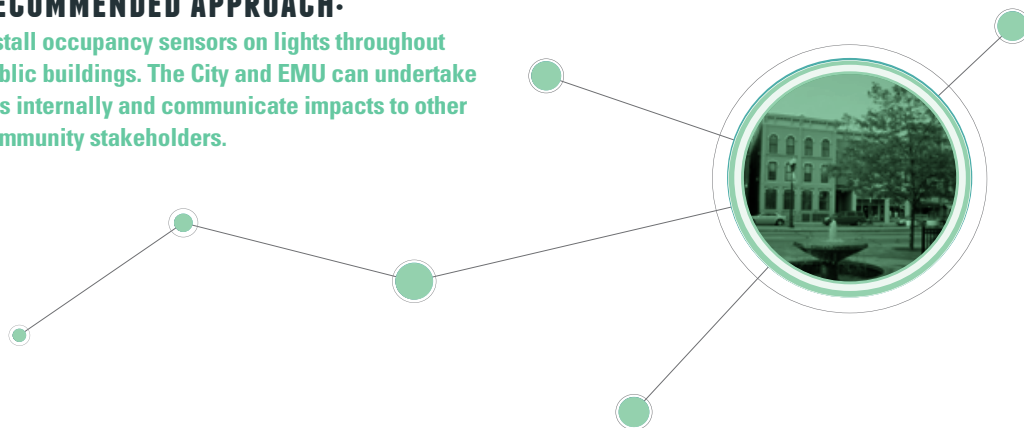
Each 1,000 square feet installed with occupancy sensors can prevent 1.8 mtCO₂e annually, with up to \$250 in accompanying annual electricity savings. Applied across all city buildings, this could reduce 180 mtCO₂e annually.

► PARTNERS & STAKEHOLDERS:

Beyond public and institutional buildings, improvements must be made by individual building owners. The Ypsilanti Downtown Development Authority, Downtown Association of Ypsilanti and Ypsilanti Area Chamber of Commerce can help get information to building owners.

➔ RECOMMENDED APPROACH:

Install occupancy sensors on lights throughout public buildings. The City and EMU can undertake this internally and communicate impacts to other community stakeholders.



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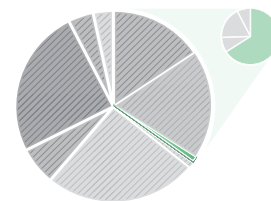
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PURSUE SOLAR THERMAL AND PHOTOVOLTAIC OPPORTUNITIES

[ANNUALLY] 20 KW INSTALLED

0.66%

OF 2020 TARGET [176 mtCO₂e]

In general, building-scale alternative energy generation should only be pursued after all reasonable energy efficiency measures have been completed: energy efficiency is typically much more cost-effective than energy generation. However, Ypsilanti stakeholders have demonstrated a strong interest in alternative energy generation, and various combinations of federal tax incentives, DTE incentives and grant funding may make solar installations cost competitive. Solar energy generation may include solar photovoltaic (PV), which generates electricity, solar thermal, which heats water, or hybrid, “water-cooled” systems—photovoltaic panels that generate hot water as a byproduct.

► EXAMPLES:

The Solar Ypsi initiative has initiated or supported several solar photovoltaic installations around Ypsilanti, and is unique in the region for its online interface that shows live and cumulative energy generation.

► IMPLEMENTATION COSTS:

A University of Michigan team working with the Corner Brewery estimated a commercial-building-scaled 20 kW photovoltaic/thermal hybrid system as costing approximately \$200,000 to install.¹⁵

► CONSIDERATIONS:

Current federal incentives expire in 2016, while DTE's SolarCurrents program is fully subscribed as of this plan's adoption. Maintaining clear, current information on opportunities for interested businesses and homeowners will be the most significant challenge in supporting adoption. A solar thermal or hybrid system will have the most impact for a building that uses a lot of hot water.

► EXPECTED GHG SAVINGS:

Expected GHG savings: Each 1 kW of solar PV/thermal hybrid installed can be expected to offset 2,150 kWh of electricity and 223 cubic feet of natural gas usage annually, preventing 1.1 mtCO₂e of emissions.

► PARTNERS & STAKEHOLDERS:

Solar Ypsi is a strong unifying brand for the community. The site and the people behind it can serve as a clearinghouse for information and funding opportunities, with the support of relevant non-profits like Clean Energy Coalition and Regional Energy Office.

► ADDITIONAL BENEFITS:

Without any financial incentives, a solar system will likely take decades to recoup savings that equal the initial cost. Combinations of currently available incentives, however, can yield payback periods of less than 10 years. Additionally, solar installations have a higher profile than many other strategies: this visibility provides opportunities for education and for promotion of the community's achievements, and support a sense of pride shared by many Ypsilanti residents.

➔ RECOMMENDED APPROACH:

Monitor financing opportunities for solar installation and publicize via Solar Ypsi. The City should monitor grant opportunities for solar hybrid systems on high water-usage public buildings, such as the Rutherford Pool and Fire Department, and remain alert for low-cost ways to support private installations; a PACE program would be one such option. A target of 20 kW of new installed capacity within the city annually would build on recent momentum.

¹⁵ | Bennett, Jazmine, Jarrett Diamond, Gary Fischer, and Kerby Smithson. "The Green Brewery Project." Apr. (2010). Web. 25 May 2012. <<http://hdl.handle.net/2027.42/83664>>.



The Ypsilanti Food Cooperative installed a 12 panel, 2.38 KW solar array in 2009, in collaboration with SolarYpsi.



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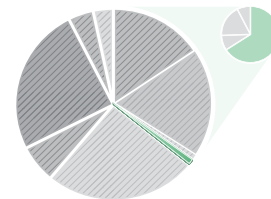


INCORPORATE GREEN BUILDING STANDARDS INTO INCENTIVE PROGRAMS

[ANNUALLY] 10,000 SQUARE FEET OF DEVELOPMENT

1.03%

OF 2020 TARGET [272 mtCO₂e]



Ypsilanti has made significant use of various redevelopment incentive programs and tax abatements over the past decade, including brownfield, obsolete property, industrial facilities, and facade grant programs. The City's adopted economic development incentive policy states a preference for projects that are "green," but does not provide any specific measure for green development. Providing clear guidance, via reference to industry-accepted standards or certifications, will make this criterion more meaningful and provide clearer guidance to developers and city staff. While Leadership in Energy and Environmental Design (LEED) certification is the most well-known program, it has been criticized for the costs required to achieve certification; alternative systems such as Green Building Initiative's Green Globes certification may be more appropriate to minimize the cost and effort needed to demonstrate compliance.

► EXAMPLES:

East Lansing adopted an ordinance in early 2009 requiring any construction project that receives municipal incentives to achieve LEED certification. The requirement is triggered based on the value of incentives as a percent of project cost.

► IMPLEMENTATION COSTS:

A Green Globes self-assessment costs about \$500, if the city is willing to allow review internally rather than requiring third-party review. A report with third-party verification costs about \$3000.

► EXPECTED GHG SAVINGS:

Certification can yield energy savings of 25% or more: 3.4 metric tons CO₂ annually per 1,000 square feet of construction, based on ICLEI "typical experience" measures.¹⁶ Based on recent history, with an average 10,000 square feet of development projects receiving public subsidies annually, such a policy could save a total of 272 mtCO₂e by 2020.

► ADDITIONAL BENEFITS:

Occupants can expect energy cost savings of up to \$500 per 1,000 square feet, and certified green buildings can also bring higher rents through cachet factors, translating to higher income for property owners and higher property values for the community.

► PARTNERS & STAKEHOLDERS:

Developers of recent projects in the city can be asked for feedback on the selected evaluation tool, as many are "repeat users" of incentive programs. Ann Arbor SPARK can help communicate the policy's benefits to prospective developers and businesses.

► CONSIDERATIONS:

The Green Globes certification process appears to be reasonably scaled for typical projects in the city, especially when tied to municipal subsidies—recent projects given Obsolete Property Rehabilitation Act abatements, for example, received \$50,000 or more per year in effective subsidy. An alternative approach based on building code-style language and review rather than a certification review would require publicly subsidized projects to use a standard such as ASHRAE 189.1 "High-Performance Buildings."¹⁷

¹⁶ | Using CAPPA 1.5 calculator, "Require Green Building for New Construction."

¹⁷ | This particular standard, however, does not cover "low-rise residential," which would exclude many recent projects that have received tax abatements.



➤ **RECOMMENDED APPROACH:**

Adopt a Green Globes certification requirement for any development project receiving at least \$10,000 in municipal incentives or tax abatements in a single year. While a trigger based on percent of project cost could also be used, the \$10,000 condition is already used in other city incentive policies and would provide consistency. This strategy could also be built into a graduated approach to incentives or abatements that adjusts the package according to the amount of community benefits in the proposed development.



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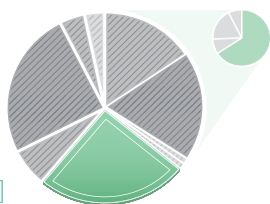


CREATE ENERGY-EFFICIENT RENTAL HOUSING CERTIFICATION

[ONGOING] ALL RENTAL HOUSING STOCK

24.32%

OF 2020 TARGET [6442.8 mtCO₂e]



Energy Efficient Rentals

A large share of Ypsilanti's housing—nearly 2/3 of all dwelling units—is rental-occupied, ranging from single-family homes to large apartment complexes. Rental housing is traditionally difficult to target with energy efficiency programs, because the capital cost of any upgrade is typically borne by the landlord, while the month-to-month costs, and therefore the benefits of any upgrade, are typically the tenants' responsibility. Ypsilanti already has a strong rental housing inspection and certification program that could be leveraged to address this problem through a combination of improved information and regulatory requirements. Chapter 58, Article IV of the City's Code of Ordinances addresses "Landlord and Tenant Relations" and could be extended for this purpose.

Energy efficiency rental housing ordinances could take a number of forms, and many of these options can be combined or implemented in phases over time. Local landlords must be involved in the process to ensure any new requirements are feasible. Many of the community's best and most attentive landlords may welcome new ways to differentiate themselves within a crowded market.

➔ OPTION 1: REQUIRE ENERGY COST DISCLOSURE BY LANDLORDS

The most basic approach to rental greening is to require that landlords provide tenants with information on utility costs prior to signing a lease. This gives tenants a better understanding of the total cost of a unit and allows them to shop around. It also avoids "punishing" landlords who invest in energy efficiency measures and attempt to recoup those costs through higher rents.

Examples: City of Ann Arbor City Code Sec. 8:524, "Information regarding utility charges" requires provision by landlords of estimated utility costs prior to signing a lease.

Implementation costs: Costs are minimal for both the city (developing and passing an ordinance) and for landlords (providing utility cost information).

Considerations: landlords who comply with this requirement can apply "peer enforcement" by encouraging prospective tenants to ask other landlords for the information.

➡ OPTION 2: PROVIDE FORMAL RECOGNITION FOR ENERGY EFFICIENT RENTAL UNITS

Verifying and certifying rental units that meet certain energy standards requires more effort, but would produce a more user-friendly way for tenants to “shop” for efficient units.

Examples: The “Energy Star Homes” program certifies new-construction homes nationally; while not directly applicable for Ypsilanti’s rental stock, it can be used to benchmark a certification program.

Implementation costs: Costs would remain minimal for landlords under this option; the City would require more effort to craft and administer the program, though it could still be managed within the existing rental housing inspection program.

Considerations: Staff have already discussed this option with City of Ann Arbor staff and have identified a shared interest: developing such a program in partnership would reduce the burden on city staff. While Eastern Michigan University does not currently offer a database of off-campus housing options, such a tool could help students find high-quality housing as well as offer a way to *communicate the energy efficiency certification*.

➡ OPTION 3: REQUIRE ACHIEVEMENT OF CERTAIN ENERGY STANDARDS

A more aggressive—and effective—approach would require that rental housing units meet certain efficiency standards. These standards would likely need to be phased upwards over time or tied to certain “triggering” events.

Examples: City of Ann Arbor City Code Sec 8:528, “Basic winterization in rental housing” provides minimum air sealing and insulation standards for rental units.

Implementation costs: Costs are minimal for the city, though developing such an ordinance would be more complex than the mandated disclosure option, and compliance costs would be higher for landlords--around \$3,000 per unit for weatherization.

Considerations: Current “weak market” conditions and Ypsilanti’s small geographic size mean this option may not be appropriate at present, due to concerns about placing additional burdens on landlords in the city that are not felt in the adjacent townships.

➡ FOR ALL OPTIONS:

▶ EXPECTED GHG SAVINGS:

Modeling this option as an educational program targeting Ypsilanti’s 5,300 rental housing units, 10% energy savings can be achieved, saving 1.20 mtCO₂ per rental household, or 6,443 mtCO₂ in total. This total, however, will not likely be achieved for several years due to the generally indirect, market-driven nature of the first two approaches.

▶ PARTNERS & STAKEHOLDERS:

Local landlords, DTE and Ypsilanti Community Utilities Authority (YCUA), and the EMU Office of Campus Life can help design requirements that are appropriate for local conditions and easy to comply with. Ypsilanti Township could also be a partner in development and adoption of standards, as they look for ways to encourage and support “high road” rental properties in their community.

➡ RECOMMENDED APPROACH:

Develop a utility costs disclosure ordinance for rental housing units. Disclosure should include actual billings from utility providers, plus a calculation of each unit’s share, in the case of multi-unit properties with prorated utilities, and should be provided even when utility costs are included in rent charges. Depending on resources, a disclosure ordinance could be a first step, followed by a formal recognition or certification program for energy efficient units, or the two could happen at the same time. City of Ann Arbor, Ypsilanti Township, and Eastern Michigan University should all be approached to partner on any effort to establish uniform standards that are easy for landlords and tenants to understand.



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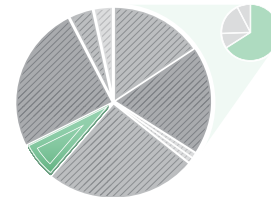
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PROMOTE RESIDENTIAL WEATHERIZATION PROGRAMS

[BY 2020] 900 HOMES

6.12%

OF 2020 TARGET [1620 mtCO₂e]

Residential weatherization projects make homes more energy-efficient through methods such as insulation and caulking. Residents also become more aware of their energy use, spend less in energy costs and find that their homes become more comfortable. The City of Ypsilanti is already a participant in two programs that assist residents in weatherizing their homes: BetterBuildings for Michigan and, through Washtenaw County, the federally-funded Weatherization Assistance Program (WAP).

► EXAMPLES:

BetterBuildings for Michigan, a state-run program funded with federal dollars and administered by the Southeast Michigan Regional Energy Office, will “sweep” the City of Ypsilanti in June-December 2012. They expect to achieve 15% energy reductions in approximately 500 homes in Ypsilanti.

► IMPLEMENTATION COSTS:

A basic weatherization package that includes an energy audit, customer education, and installation of more efficient compact appliances like compact fluorescent lights and water saving showerheads costs between \$1,000 and \$1,300.

► EXPECTED GHG SAVINGS:

A basic weatherization package reduces a typical household's emissions by about 1.1 mtCO₂e per year. If BetterBuildings hits its targets, including basic weatherization and additional measures, they will reduce annual emissions in Ypsilanti by 720 mtCO₂e by the end of 2012. Targeting an additional 50 homes per year through various programs will yield a total of 1620 mtCO₂e by 2020.

► ADDITIONAL BENEFITS:

The average household can expect to save between \$300 and \$450 per year after a basic weatherization project. Residents will also be more comfortable in their homes, as they are better insulated from the elements, and may see property values increase.

► PARTNERS & STAKEHOLDERS:

Homeowners and landlords should be made aware of existing opportunities and the benefits that come along with weatherization. Federal, state and county governments as well as utility providers such as DTE should be tapped for funding and other support.

► CONSIDERATIONS:

Weatherization programs received a large influx of support from the American Recovery and Reinvestment Act. Many of the opportunities afforded by this expansion, however, are set to end at the end of 2012. The Weatherization Assistance Program may continue, but is targeted only towards low-income households. Federal and state budgets will largely determine future availability of funds for weatherization.

➔ RECOMMENDED APPROACH:

Promote available energy efficiency incentive programs to reach maximum adoption in the city. The city and community partners should aggressively promote available home (and business) energy efficiency programs in order to capture as much benefit as possible for city residents. Some of these programs, like BetterBuildings, can offer as much support as residents are able to take advantage of, but are time limited; others, like WAP, are more limited in the total funds available, and the city should be alert for opportunities to support expanded funding at the state and federal levels.



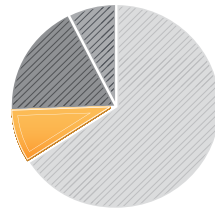
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These new LED streetlights in Ypsilanti's downtown area demonstrate an infrastructure project that saves money for the city, beautifies the downtown area, and reduces GHG emissions.



8.77%

OF 2020 TARGET
[INFRASTRUCTURE STRATEGY REDUCTIONS]

RECOMMENDED EMISSIONS-REDUCTION STRATEGIES

INFRASTRUCTURE

The following strategies cover programs the city could initiate in order to reduce the amount of greenhouse gases emitted by municipal service provision—or by the behaviors it supports. Several of these deal with waste stream management, as an opportunity to affect the “upstream” impacts related to manufacturing the items that residents consume. It is important to note that Ypsilanti has been proactive with providing services such as curbside recycling and yard waste pick-up, but only 18.8% of the municipally collected waste stream (by weight) is in the form of recycling, compared to the national average of 34%; since this does not include larger housing complexes or business users, most of whom only have garbage dumpsters, not recycling, the overall recycling rate is likely even lower.

By implementing the following strategies, we seek to achieve 15% of our total greenhouse gas reduction target, or 5,676 mtCO₂e by 2020. The community has also stated qualitative goals for Ypsilanti including that the city maintains the high quality level of its city services, with special focus on waste management and energy efficiency.

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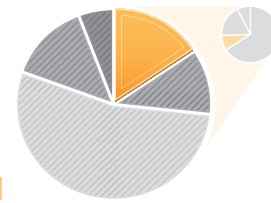
UPGRADE STREETLIGHTS TO LEDS

[BY 2020]

ALL STREET LIGHTS CITYWIDE

8.99%

OF 2020 TARGET [510.4 mtCO₂e]



LED-based street lighting options are becoming more prevalent, typically offering opportunities for fast return on investment through lower energy use and reduced maintenance costs relative to traditional mercury vapor and high pressure sodium lighting. With 54% of Ypsilanti's governmental sector emissions coming from street lighting and traffic signals, this is a high-priority target. Ypsilanti's street lighting has a high percent of total energy use partially because of reduced energy use by the city in other areas, but is also high on a per capita basis when compared to other cities. Ypsilanti has 1,770 streetlights that are owned and operated by DTE.

► EXAMPLES:

Ypsilanti's West Cross streetscaping project upgraded 28 streetlights to LEDs and will save \$3,500 annually at DTE's current rates.

► IMPLEMENTATION COSTS:

A typical streetlight upgrade costs \$600-\$700 per fixture, including hardware and installation. Replacing all DTE-maintained streetlights at this rate would cost a total of \$1.1 million, though economies of scale could be achieved for larger installations.

► EXPECTED GHG SAVINGS:

Each streetlight upgrade averages 0.25 mtCO₂e in annual savings, yielding about 500 mtCO₂e if all of the streetlights were converted to LED.

► ADDITIONAL BENEFITS:

DTE does not yet have standard rates for LED fixtures, so exact savings are hard to estimate, but cities in DTE's service area have experienced an average of \$90 annual savings per fixture. This means the payback period for the initial conversion costs is about 7 years. If Ypsilanti's entire inventory of street lighting were upgraded, the City could save \$160,000 annually. In addition to cost savings, many people prefer the whiter light of LED fixtures to traditional yellow high-pressure sodium lighting. The conversion could also reduce light pollution and glare.

► PARTNERS & STAKEHOLDERS:

Any conversion must be negotiated with DTE. By partnering with other institutional entities such as EMU or with other cities via the Regional Energy Office, joint purchasing could reduce hardware costs. The Michigan Public Service Commission and Department of Energy, Labor and Economic Growth have provided grants for streetlight conversions in recent years, which could reduce costs further. The DDA may also pay for streetlight upgrades in their designated downtown districts through TIF funds.

RECOMMENDED APPROACH:

Upgrade as many street lights as possible with the city's revolving loan fund, working with the DDA, EMU and Regional Energy Office to achieve the best price through bulk upgrades and to identify any grants or other funding opportunities. This should be undertaken as soon as possible, so that savings from initial upgrades can pay for additional lights in future years. The DDA and Public Services Department should also review existing light levels during this process—in some locations, additional energy and cost savings may be achieved through removal of unneeded fixtures.

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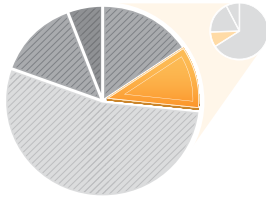


INCREASE STREET TREE CANOPY

[ANNUALLY]

112 STREET TREES PLANTED

6.31%

OF 2020 TARGET [358.4 mtCO₂e]

Canopy trees provide several climate-related benefits: absorbing carbon dioxide, shading buildings to reduce cooling costs and reducing the “heat island” effect of exposed street and parking lot asphalt. Canopy trees additionally provide aesthetic benefits, enhancing quality of life and property values. While many Ypsilanti neighborhoods have substantial canopy cover, the city’s February 2012 Urban Forestry Management Plan identified 3,000 additional planting sites within street rights-of-way and parks, not including opportunities on private properties.

► EXAMPLES:

The City of Ann Arbor has one of the largest urban forestry programs in the state, with over 47,000 trees. The city’s canopy saves businesses and homeowners an estimated \$2.25 million in energy costs annually.

► IMPLEMENTATION COSTS:

The Urban Forestry Management Plan prepared by Davey Resource Group recommends planting 974 trees over the next 8 years. At an average cost of \$110 per tree, this adds to approximately \$27,000 annually.

► PARTNERS & STAKEHOLDERS:

Individual residents can easily engage in tree planting, and community members have expressed interest in implementing this strategy.

► EXPECTED GHG SAVINGS:

Each canopy tree can offset about 0.4 mtCO₂e annually through a combination of carbon absorption and reduced cooling costs.

► ADDITIONAL BENEFITS:

The City of Ann Arbor’s urban forestry program is estimated to return \$2.68 for every \$1 invested, though most of these benefits accrue to private property owners through energy savings. Furthermore, street trees add an estimated 3% to residential property values.

► CONSIDERATIONS:

The DTE Energy Foundation offers annual matching grants for tree planting. The city’s recently-established tree nursery will provide low-cost trees, but they will not be ready to plant for a few years. City staff has proposed a streamlined process for allowing residents and business to plant trees in public rights-of-way.

➔ RECOMMENDED APPROACH:

Identify funding sources to implement recommended tree planting program, maintain existing trees and continue policy support. In addition to traditional public and grant funding sources, tree planting lends itself to crowdsourced approaches, including small donations or direct individual planting. The City should also ensure that its landscaping standards for development favor canopy tree planting, either on-site or in rights-of-way.



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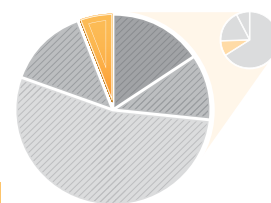


UPGRADE WASTEWATER PLANT CONTROLS & PROMOTE RESIDENTIAL WATER EFFICIENCY

[ONE-TIME]
CONTROL UPGRADES AT YCUA

3.20%

OF 2020 TARGET [181.5 mtCO₂e]



Wastewater treatment plants are energy-intensive: the Ypsilanti Community Utilities Authority spends over \$2 million annually in utility costs alone for its wastewater plant. Recent advances in plant control systems can allow for quick energy savings of 10-20% in the treatment process, just through upgrades of sensors and software. Water efficiency measures that reduce the total load and peak flow rates to the treatment plant can also save substantial amounts of energy.

►EXAMPLES:

The City of South Lyon performed sensor and control upgrades on its wastewater treatment plant in 2011, reducing annual energy usage by 10-15% and recouping upgrade costs in the first year. DTE and the Better Buildings for Michigan program provide residents with low-flow faucet aerators and showerheads as part of their home energy efficiency packages.

►IMPLEMENTATION COSTS:

The cost of wastewater treatment plant control upgrades depends on the specifics of the current system and opportunities identified. Home water efficiency measures—low-flow faucets, showerheads, and toilet replacements—cost about \$500 per bathroom.

►ADDITIONAL BENEFITS:

In addition to the system-wide cost savings provided by treatment plant improvements, with a potential payback of 6 months to 2 years, home water efficiency measures can save individuals money: a residential bathroom water efficiency package will save residents about half of a billing unit (measured in CCF—one hundred cubic feet of water) monthly, or about \$9 per billing cycle.

►EXPECTED GHG SAVINGS:

Control upgrades to the YCUA plant could save an estimated 550 mtCO₂e annually, system-wide. Residential water efficiency measures can save about 0.22 mtCO₂e per home, stemming from less water usage and resulting reductions in wastewater treatment and pumping.

►PARTNERS & STAKEHOLDERS:

The City of Ypsilanti appoints two members of YCUA's board, and should work with the adjacent townships to move energy efficiency measures forward. Local knowledge is available to support this work: Ann Arbor and South Lyon were the first two wastewater plants in Michigan to perform control upgrades, and Ypsilanti-based Utilities Instrumentation Service, Inc. (UIS) designed and implemented the South Lyon project.

►CONSIDERATIONS:

Reducing water usage benefits YCUA in several ways: reducing overall and peak loading and preventing the need for future capacity expansions. In addition to the DTE and BBFM programs, YCUA could consider promoting individual home or business water efficiency measures through a PACE-style financing program: providing individual loans to be paid back through the property's future water bills.

RECOMMENDED APPROACH:

YCUA should investigate wastewater treatment control upgrades immediately—Utilities Instrumentation Service, Inc., staff have expressed an interest in working with YCUA on this project. YCUA should additionally consider an internal financing system for individual home and business water efficiency improvements, and can likely leverage the experience of City of Ann Arbor or Regional Energy Office staff to design a PACE-like program.

TAGS

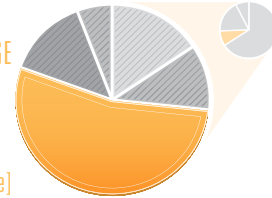


INCREASE RECYCLING RATES THROUGH COMPETITION

[BY 2020] RECYCLING RATE
INCREASED TO NATIONAL AVERAGE

30.85%

OF 2020 TARGET (7050.7 mtCO₂e)



Competition is a great motivator, and an inter-neighborhood recycling competition is a relatively low-cost way to increase visibility and encourage people to work together towards a shared goal: proving that where they live is the greenest and best. With a 2010 recycling rate of 18.8%, residents of Ypsilanti have a fair amount of room to improve their waste practices.

► EXAMPLES:

Alameda County in California has committed to reducing waste by 75%. In pursuit of this goal, they've established the website StopWaste.org and hold an annual "Ready Set Recycle" contest.¹⁸ They ask citizens to commit to keeping all recyclable and compostable items out of the trash, and randomly select garbage bins to measure the amount of these items in trash. Winners are eligible for cash and prizes. In the 2011 contest, 1537 residents made online pledges and 893 homes were selected for sorting.¹⁹

► IMPLEMENTATION COSTS:

The program in Alameda County cost \$856,712.²⁰ This was paid for out of facility fees and a grant from the recycling board to a nonprofit. Assuming the same cost per person, Ypsilanti could expect the program to cost \$44,000. However, this program was fairly expensive because Alameda County sent out trash bin sorters ahead of the regular trash collectors. If, instead, Ypsilanti simply weighed the amount recycled, costs could be kept to a minimum.

► ADDITIONAL BENEFITS:

A recycling competition would increase visibility for better waste management practices and can create better habits in participants, encouraging behavior change after the competition has ended. Reducing the amount of waste landfilled also can save the City money. The amount saved is variable, but as of May 2012, the City paid \$24.99 per ton of trash landfilled and received \$14 per ton of recyclables.

► EXPECTED GHG SAVINGS:

Each ton of waste diverted to recycling rather than to a landfill saves 2.87 metric tons CO₂e. If residents were challenged to increase their rate of recycling from the 2010 city average of 18.8% to the national recycling rate of 34.1% (and met that challenge), 610 tons of waste would be diverted from the landfill into recycling bins, saving 1750.94 mtCO₂e emissions.

► PARTNERS & STAKEHOLDERS:

As the provider of recycling services, the City of Ypsilanti should host and coordinate any waste-reduction competition. The Ann Arbor Materials Recovery Facility handles Ypsilanti's recycling and should also be included in any recycling efforts. The City should work with existing neighborhood associations to promote and coordinate the competition.

► CONSIDERATIONS:

Other Michigan cities and counties have paid for expanded recycling services through landfill or waste fees or have created intergovernmental agreements to expand purchasing power and lower prices. EMU already participates in an annual inter-university recycling competition—the community could use this as a model or compete against students to increase the rate of recycling. A system that measures waste and recycling amounts per pickup day could best allow for neighborhood competition, but because it would require a change in DPW methods, might be prohibitively expensive. A University of Michigan study found that four key themes to a successful recycling program were culture, convenience, communication of information and custodial support.²¹

¹⁸ | "Ready Set Recycle Contest," StopWaste.Org. Web. 30 May 2012. <<http://www.readysetreecyclecontest.org>>.

¹⁹ | Becerra, Jeff. "Winning the Recycling Game." Resource Recycling Aug. 2011: 31-33. Print.

²⁰ | "Annual Budget Fiscal Year 2011-12." StopWaste.org. Alameda County Waste Management Authority, June 2011. Web. 1 June 2012. <<http://stopwaste.org/docs/fy11-12-budget.pdf>>.

²¹ | Fox, Elizabeth. "Recycling Best Practices Report." University of Michigan Plant Building and Grounds Services. Aug. 2011. Web. 30 May 2012. <<http://www.recycle.umich.edu/grounds/recycle/PDF/RecyclingBestPracticesReport.pdf>>.



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INFRASTRUCTURE

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THE CITY OF YPSILANTI

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➔ **RECOMMENDED APPROACH:**

Work with neighborhood associations and Eastern Michigan University to hold a recycling competition, based either on improvements over past performance or on town vs. gown recycling rates. The challenge for Ypsilanti residents should be to collaborate with or out-compete neighbors, but also on an individual level, to achieve the national average rate of recycling: 34.1%. The City should consider using a neighborhood competition as a pilot—perhaps working only with a few neighborhoods to begin with or seeking to later expand to include local businesses, as well.

TAGS



PLACE ARTISTIC TRASH AND RECYCLING BINS THROUGHOUT COMMUNITY

EXAMPLES:

Collegietown ART (Art, Recycling, and Trash cans) at Cornell University, as part of a student sustainability effort, held an art contest in the spring of 2010 to decorate bins on campus. Interested parties can sponsor a bin for between \$225 and \$300, and their company logo will appear on a decorated bin.²² Indiana University's "More Art, Less Trash" program hosted by the Student Sustainability Council offers small cash prizes each year for designs submitted to be displayed on ten recycle bins in high-use locations.²³

IMPLEMENTATION COSTS:

Costs for implementation involve materials to create refuse and recycling bins. A 95-gallon waste bin typically costs between \$50 and \$75. The DDA budget currently allots \$20,000 annually for "pedestrian trash receptacle collection" in downtown areas. The city does not currently have public recycling bins, though it does provide recycling services to the downtown.

A report from 1993, shortly after University of Michigan (UM) instituted public recycling bins, states that the costs of recycling generally equal the savings from the reduced amount of trash it pays to be sent to the landfill.²⁴ UM has reported higher amounts of recycling on campus since it instituted public recycling bins.²⁵ The university receives payment for recyclables from its solid waste provider, which ultimately means that increased recycling reduces the cost to dispose of waste.

EXPECTED GHG SAVINGS:

Every ton of waste diverted to recycling rather than a landfill saves 2.87 mtCO₂e. If public recycling in specially-indicated bins encouraged Ypsilanti residents to increase the community's rate of recycling to the national average of 34.1%, as discussed in the strategy "Increase recycling rate through competition," the community would reduce emissions by 1750.94 mtCO₂e.

Universities across the country have used decorated waste containers to encourage recycling efforts and proper waste disposal on their campuses while providing a creative outlet for local talent. These artistic receptacles beautify the city, pay for themselves with sponsorships, and teach citizens how to dispose their trash and recyclables.

ADDITIONAL BENEFITS:

This strategy will expose residents and visitors to local artists and make the city's beautification and recycling efforts more visible. Displaying artwork created by local youth also provides an opportunity to teach children about environmental responsibility and recycling, especially if artistic bins are installed on school property. Installing bins that are available to the public at all hours of the day can support recycling city-wide.

PARTNERS & STAKEHOLDERS:

Ypsilanti could partner with Eastern Michigan University and local schools to start a small-scale outdoor recycling program that features artistic bins and hold a contest to create the bin art. The DDA could also partner with local businesses to sponsor bins downtown.

CONSIDERATIONS:

The City will need to ensure the recycling and trash receptacles are emptied regularly, approve the addition of a public recycling service, site these bins in high-traffic areas and limit the risk of cross contamination. The City of Ann Arbor's Commercial Recycling Expansion and Implementation Plan indicates that cross-contamination can be limited by ensuring that recycle bins are visibly distinct from garbage receptacles.²⁶ For example, if a recycling bin should only be used for aluminum cans, the bin should indicate this requirement in writing and with imagery. Recycle bins that are specifically intended for plastic bottles and aluminum cans could have cylindrical holes to deposit the intended materials, while bins for paper could have small, rectangular holes. Eye-catching designs can encourage citizens to use the proper receptacle. Depending on volume, sidewalk recycling could be emptied as part of the weekly pickup of curbside bins from individual businesses, or may need to be incorporated into the DDA's contract for emptying sidewalk trash cans.

RECOMMENDED APPROACH:

Partner with EMU, local schools, and the DDA to create an artistic trash bin design contest, incorporating local sponsorships and educational efforts. Test the program first on EMU's campus while exploring options to expand downtown recycling, then move outwards into city itself. Additional savings could be generated by investing in an outdoor recycling service in the city's parks and downtown areas.

²² | Cornell University, "College Town Art," Web. 24 April 2012. <<https://sites.google.com/site/collegetownart>>.

²³ | Indiana News Room, "More Art, Less Trash" artistic outdoor recycling bins installed on campus," 9 April 2009. Web. 24 April 2012. <<http://newsinfo.iu.edu/news/page/normal/10489.html>>.

²⁴ | EPA, "2009 Success Story: University of Michigan." Web. 24 April 2012. <<http://www.epa.gov/wastes/partnerships/wastewise/challenge/gameday/09success-um.htm>>.

²⁵ | University of Michigan, "Recycling Timeline," 11 November 2010. Web. 24 April 2012. <http://www.recycle.umich.edu/grounds/recycle/history_of_recycling.php>.



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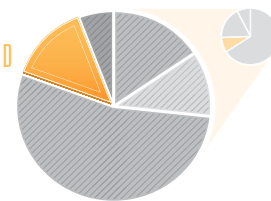


CREATE KITCHEN COMPOST DROP-OFF SYSTEM

[BY 2020]

5% OF FOOD WASTE COMPOSTED

7.93%

OF 2020 TARGET [450 mtCO₂e]

The US EPA estimates that food waste makes up 14 percent of the US municipal solid waste stream, making it the largest single component of landfilled material. Much of this waste could be composted rather than sent to a landfill.²⁶ Ypsilanti currently has a functional yard waste collection program and a free yard waste compost and wood chip pick-up site. Residents are interested in adding kitchen compost collection to these existing services. This requires more active management than composting yard waste alone in order to prevent contamination with non-compostable or vermin-attracting material. However, the added operations would result in a reduction of greenhouse gas emissions, preservation of landfill space, reduced need for fertilizers, a reduction in tipping fees by redirecting funds to sustainable waste management practices, and the production of a higher-value, more nutrient-rich compost. Additionally, newer self-contained biodigesters can maximize the amount of emissions avoided by capturing gases from compost materials for use as a heating fuel source for nearby buildings, and can also handle a wider variety of material, reducing the problems of contamination.

► EXAMPLES:

The US EPA provides guidance on how to incorporate “food residuals” into existing yard waste and composting operations:²⁷ this includes all pre- and post-consumer foods and food by-products, as well as organic items which may accompany food, such as manufactured organic materials and soiled paper products. The EPA guide details the rate of decomposition for various types of food waste, different methods to create the compost, and how to produce mixes suitable for redistribution or resale. Closer to home, the City of Ann Arbor collects uncooked vegetable waste as part of its curbside compost system.

► IMPLEMENTATION COSTS:

Cornell University's 1999 report “Small to Medium Scale Composting of Food Wastes in New York City” evaluated the use of municipal composting systems. A city can purchase existing equipment for composting food waste. This could cost between \$30,000 and \$80,000, depending on the amount of waste the city expects to collect. Labor to maintain the system can cost between \$15 and \$20 an hour.²⁸ The City of Eugene, Oregon has implemented a system for commercial food waste collection that charges per bin for weekly pick-up, based on cubic yard capacity. Combined with compost sales, this fee is intended to cover the costs of running the service.

► EXPECTED GHG SAVINGS:

Each ton of food waste recycled rather than landfilled can reduce emissions by 1 to 3 mtCO₂e, primarily in methane, depending on what practices are used. Using the EPA's estimated share of total waste, Ypsilanti's municipal waste stream likely contains 745 tons of food waste annually. For every 1% of this amount diverted to compost, up to 22.3 mtCO₂e could be reduced.

► ADDITIONAL BENEFITS:

Finished compost can be added to lawns and gardens to replenish nutrients in the soil. Biodigesters can additionally help heat nearby buildings, reducing heating costs from purchase of natural gas. Each 1% of the food waste currently landfilled will reduce landfill tipping costs by approximately \$175.

26 | “Basic Information about Food Waste,” US EPA. Web. 10 May 2012. <<http://www.epa.gov/osw/conservation/materials/organics/food/fd-basic.htm>>.

27 | The U.S. Composting Council, “Best Management Practices (BMPs) for Incorporating Food Residuals into Existing Yard Waste Composting Operations,” 2009. Web. 24 April 2012. <http://www.epa.gov/reg3wcmd/pdf/FR2YW_BMP.pdf>.

28 | “Small to Medium Food Wastes in New York City,” Cornell University, August 1999. Web. 24 April 2012. <<http://compost.css.cornell.edu/NYCComposting.pdf>>.

► PARTNERS & STAKEHOLDERS:

The larger the venue, the more food waste is produced—partnering with the Downtown Association of Ypsilanti, the school system, or the proposed Washtenaw County Kitchen Incubator could provide large single sources of compostables, reducing collection costs and the difficulty of monitoring for contamination. One of these organizations or the local nonprofit Growing Hope should undertake a food waste audit to identify opportunities for a pilot project.

► CONSIDERATIONS:

Focusing on large producers of material can minimize contamination challenges, as can using biodigesters rather than open air composting. As compared to a curbside system, a voluntary drop-off program would eliminate collection costs and provide better control of waste stream. Educational efforts around home composting may be more cost-effective than a citywide system for non-institutional waste.

► RECOMMENDED APPROACH:

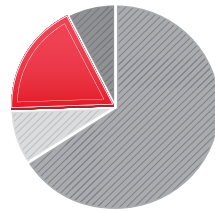
Partner with Growing Hope and local businesses that are high generators of food waste to implement a pilot program for a municipal kitchen compost system using the drop-off site method.

Solid waste, alternative energy or similarly targeted grants should be explored to fund installation of a biodigester at any selected pilot site.



Composting turns kitchen and yard waste into nutrient-rich soil.

Land use patterns are one of the largest factors in community greenhouse gas emissions. Many Ypsilanti residents already take advantage of the city's walkable streets and transit service.



18.97%
OF 2020 TARGET
[LAND USE & TRANSPORTATION
STRATEGY REDUCTIONS]

RECOMMENDED EMISSIONS-REDUCTION STRATEGIES

LAND USE & TRANSPORTATION

Land use patterns are a major determinant of development, travel choices and other behaviors that create greenhouse gas emissions. A community with smaller lot sizes and walkable commercial districts near residential areas will support walking, transit and cycling as alternatives to driving. In another example, a mixture of single- and multi-family housing types will reduce heating costs due to shared walls. Various sources have noted this impact: a recent EPA study showed that the choice to live in a transit-supportive location reduces household emissions more than undertaking home energy efficiency improvements and driving a fuel-efficient car.²⁹ The international Transition movement noted in its guide to climate planning that communities need to address land use first, "or else you may as well stop now."³⁰

The City of Ypsilanti contains a downtown area and neighborhoods that feature walkable, compact and diverse land uses, and has taken conscious steps to encourage biking and walking and preserve transit service. The City has also sought to encourage infill development over the past decade, including downtown loft projects, rehabilitation of the former high school into senior housing, and construction of additional student housing. Parts of this section are therefore dedicated to measuring the expected impacts of existing policies and efforts. However, Ypsilanti still has improvements to make to its land use and transportation patterns. Some portions of the city are generally hostile to walking, such as the Washtenaw Avenue corridor, or lack neighborhood amenities, such as the Leforge Road area, and may require additional efforts to create the type of district that the community wants and that permit low-emissions travel behaviors.

Many more Ypsilanti residents and workers could take advantage of low-emissions travel modes. The Census's Longitudinal Employer-Household Dynamics commuting dataset from 2010 shows that 52.7% of working Ypsilanti residents worked within 10 miles of home, including 29.6% working in Ann Arbor and 8.2% within Ypsilanti. Similarly, 50.7% of the 6,424 people employed within city limits live within 10 miles of their workplace. Many of these Ypsilanti residents and employees therefore have commute distances which make walking (1 mile), bicycling (5 miles), or transit (10 miles) reasonable options.

This plan seeks to accomplish 10% of its greenhouse gas reductions target through land use and transportation measures, reducing emissions by 3,784 mtCO₂e by 2020, with the following additional goals:

- ▶ Vacant and underused properties are redeveloped or reclaimed as green, productive spaces.
- ▶ Goods and services are available within neighborhoods, or within walking distance of residents.
- ▶ Streets are safe for all, providing for travel by any mode without fear of either crime or traffic crashes.
- ▶ Residents, commuters, and students choose to bike, walk or bus when possible.

²⁹ US EPA, "Location Efficiency and Housing Type: Boiling it Down to BTUs," March 2011. Web, 13 June 2012. <http://www.epa.gov/dced/pdf/location_efficiency_BTU.pdf>.

³⁰ Daniel Lerch, *Post Carbon Cities: Planning for Energy and Climate Uncertainty*. Sebastopol, CA: Post Carbon Press, 2007.

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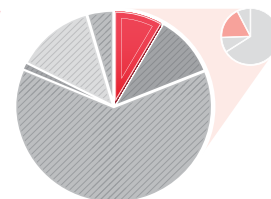


COMPLETE NETWORK OF BICYCLE FACILITIES

[ANNUALLY] 1 MILE BIKE LANE/
PATH CREATED

15.86%

OF 2020 TARGET [600 mtCO₂e]



Ypsilanti has shown a strong commitment to complete streets and non-motorized transportation, including bicycling, and has nearly 11.5 miles on on-road bike lanes and off-road paths. The 2006 WATS Non-Motorized Plan identifies 37.3 additional miles as “deficient” for bicycles (with each side of a two-way street counted independently). As the City is already actively pursuing this strategy, it is included primarily for the consideration of greenhouse gas impacts.

► EXPECTED GHG SAVINGS:

Each 1 mile of bike facilities per square mile of city area is estimated to increase cycling share by 1% of total travel.³¹ Applying this figure to non-freeway weekday passenger travel in Ypsilanti, each mile of bike lanes could convert 162,000 motor vehicle miles traveled (VMT) to cycling each year, leading to a reduction of 75 mtCO₂e. Assuming an additional mile of bike lanes is created in the city each year, through reconstruction or restriping projects, 600 mtCO₂e could be reduced annually by 2020.

► CONSIDERATIONS:

The Washtenaw County Road Commission will be an important partner in extending the bicycle network beyond Ypsilanti. WCRC has implemented 4-lane to 3-lane “road diets” recently and found them effective in improving both bicycle and automobile safety while maintaining road capacity. Including way-finding signs could help increase visibility of these projects and encourage more walking and biking, especially if these signs are visible from cars.

► RECOMMENDED APPROACH:

Continue development of bicycle and pedestrian network in coordination with Townships, WCRC, and Border to Border (B2B) trail development.

Considering existing, predominantly east/west commuting patterns, roads like Forest Avenue, East Cross and West Cross/Packard may hold the most benefit in terms of converting traffic from motor vehicle miles to bicycle miles.



³¹ | Dill, Jennifer and Theresa Carr. “Bicycle Commuting and Facilities in Major US Cities: If You Build Them, Commuters Will Use Them.” *Transportation Research Record: Journal of the Transportation Research Board*, No. 1828, TRB, 2003, pp 116-123

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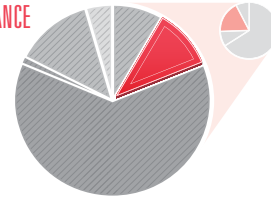


PROVIDE PARKING ALTERNATIVES & CASH-OUT OPTIONS FOR EMPLOYEES

[ANNUALLY] 2.5% OF SHORT-DISTANCE COMMUTERS CHANGING MODES

19.56%

OF 2020 TARGET (740 mtCO₂e)



Employers typically subsidize automobile use by providing parking spaces for employees but do not take on responsibility for any costs associated with commuting by other modes, such as transit or bicycle. The City of Ypsilanti, for example, provides downtown parking permits for City Hall employees, which typically costs \$200 per pass; many EMU departments similarly cover the costs of employee parking permits, while student commuters pay \$200 for fall/winter parking hangtags. A parking cash-out program can be a beneficial alternative method to traditional employee parking programs. The cash-out program makes the cost of parking transparent to the employee, and removes the incentive to drive by offering them the cash value of an unused parking permit, or by allowing them to transfer the value of the permit to another travel mode, such as a transit pass.

EXAMPLES:

The go!pass system is used by over 500 employers in downtown Ann Arbor to offer employees a transit fare benefit as an option to driving and parking. EMU recently offered students discounted Ann Arbor Transportation Authority (AATA) monthly passes as an alternative to buying a parking permit. Both these programs have proven popular.

EXPECTED GHG SAVINGS:

Assuming a modest 2.5% shift of the commuters living within 10 miles of their workplace from driving alone to other modes, 92.5 mtCO₂e would be avoided annually.

IMPLEMENTATION COSTS:

Employers who currently pay for employee parking can offer cash-out options or alternative benefits at no additional cost. Employers who own parking spaces and view them as a no-cost benefit to employees might consider this an additional \$200 annual cost per employee, if the cash-out value were set equal to the paid downtown or campus parking options.

ADDITIONAL BENEFITS:

Downtown employees (including those at City Hall) who choose a cash-out or alternative benefit clear public parking spaces for downtown business patrons. Similarly, EMU commuters who choose alternative benefits free up parking capacity without new construction costs. Choosing to bike or walk to work rather than driving also carries health and fitness benefits.

PARTNERS & STAKEHOLDERS:

The DDA, City Treasurer and EMU each issue employee parking permits for various lots; they and downtown commercial landlords would be the key actors in an alternative benefits system.

CONSIDERATIONS:

The 2008 survey of downtown Ypsilanti employees found that offering transit benefits would be the single most appealing option to change commute behavior. In order to address other potential concerns about not driving to work, offering alternative commuter benefits works best in coordination with strategies like car-sharing systems and improved visibility of other travel modes.

RECOMMENDED APPROACH:

Provide a discounted AATA pass via the City Treasurer and DDA as an alternative to downtown parking permits. AATA may be able to offer additional discounts for permits purchased by downtown employees, as counter-peak commuters. City Hall can lead by example by implementing a parking cash-out or alternative benefit option for employees currently eligible for parking permits. Other major parking providers such as Washtenaw County and the Key Bank Building may also be approached as potential participants. EMU should continue to promote their transit pass and shuttle options.



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LAND USE & TRANSPORTATION

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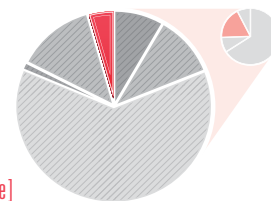
PURSUE IMPLEMENTATION OF TRANSIT MASTER PLAN

[BY 2020]

25% RIDERSHIP INCREASE

8.02%

OF 2020 TARGET [303.45 mtCO₂e]



Ypsilanti has shown strong support for transit: AATA figures show boardings in the City of Ypsilanti growing by 20% from 2005 to 2010, despite a decrease in service during that time, and voters overwhelmingly approved funding to support the system in 2010. The recently completed Washtenaw County-wide Transit Master Plan would continue to offer new options for Ypsilanti residents, commuters and students, including additional routes, improved frequency and hours of operation, and new services such as express commuter lines.

► EXAMPLES:

As an early implementation step in the Transit Master Plan, AATA implemented service increases on the Washtenaw Avenue route in early 2012 that yielded a 20% increase in ridership on that line within a few months. Expansion of AATA's Night Ride service to the Ypsilanti area also produced a significant increase in use of that service, though these numbers are not broken down by how many started or ended in the city itself. These immediate jumps in transit use following service increase show strong pent-up demand.

► IMPLEMENTATION COSTS:

AATA is still working with stakeholders around the county to finalize an implementation program and identify costs for the Transit Master Plan. In addition to rider fares and state and federal funding, implementation will likely require a county-wide or regional funding stream to be approved by voters.

► EXPECTED GHG SAVINGS:

Implementation of the Transit Master Plan should support continued ridership growth. Based on recent experience, a further 25% increase in ridership by 2020 appears possible: an additional 160,000 annual boardings within the city, or about 530 daily riders. Added to recent ridership gains, this would yield 303 mtCO₂e in reduced emissions.

► ADDITIONAL BENEFITS:

Continued increases in transit service will help mitigate congestion on major roads and in downtown and campus parking lots. High-quality transit service is also increasingly being cited as a factor in attracting new residents and businesses.

► PARTNERS & STAKEHOLDERS:

A new regional transit agency is being created under Public Act 196 to implement the plan. The City of Ypsilanti will have a seat on the board of this new agency and will need to work with neighboring communities to champion appropriate system improvements by this agency.

► CONSIDERATIONS:

Commuter rail service has been under discussion for many years and is currently a top transit priority for city officials and residents, but creation of this service remains very uncertain. One way to advance rail could be to simulate this service through new express, commuter-oriented bus service, in order to demonstrate demand.

RECOMMENDED APPROACH:

Champion creation of the 196 board, establishment of regional funding, and implementation of the Master Plan. Services that support commuting into Ann Arbor, for residents, and into Ypsilanti, for students, should be priorities for implementation.

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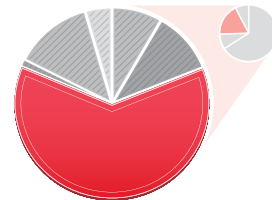


PROVIDE MORE VISIBILITY FOR ALTERNATIVE TRANSIT, INCLUDING BIKING & WALKING PATHS AND BUS ROUTES

[ONGOING] TRANSPORTATION
OPTIONS PROMOTED CITY-WIDE

116.29%

OF 2020 TARGET [4400 mtCO₂e]



While local governments cannot necessarily change the structure of regional transit systems, municipalities can facilitate the use and adoption of transit and non-motorized modes, including biking and walking. This includes a broad category of activities: cities can market available options, publish bicycle maps, improve signs for bike routes, or provide workshops or other informational material. The use of a survey to understand residents' transportation needs can help create more effective, targeted marketing and programs.

▶ EXAMPLES:

Portland, Oregon's Smart Trips program has reduced single-occupant car trips by 8-13% in the areas of the city that have been targeted.³² Transportation Riders United (TRU) has offered "Transit 101" workshops in Detroit and its suburbs in past years to teach people how to use the transit system, successfully converting "never riders" to "occasional riders."

▶ IMPLEMENTATION COSTS:

Costs for implementing biking/walking or ridership promotion programs typically cost around \$30 per household targeted. Some measures, such as bike/walk maps, are significantly cheaper; others, such as reduced-rate transit passes, are significantly more expensive.

▶ ADDITIONAL BENEFITS:

People who switch from car use to other travel modes can save substantially on travel costs. Reducing the number of vehicles on the road results in less congestion and a reduced need for parking. Additionally, increased walking and biking improves health and fitness.

▶ EXPECTED GHG SAVINGS:

Average GHG savings are about 0.8 metric tons mtCO₂e per household, or 4,400 mtCO₂e city-wide.

▶ PARTNERS & STAKEHOLDERS:

The Ann Arbor Transportation Authority is the key partner to promote transit and is currently rolling out increased transit service within the city and countywide. City of Ann Arbor and Washtenaw County can both assist in establishing and publishing bike routes and maps. Community groups such as Bike Ypsi and the Washtenaw Biking and Walking Coalition could help spread the word about any new initiatives among social networks.

▶ CONSIDERATIONS:

People look for predictability and convenience in their travel modes. To encourage a switch, additional benefits must be highlighted because it can be hard for other travel modes to compete with automobiles on only convenience measures.

RECOMMENDED APPROACH:

Engage community partners in an effort to understand residents' travel needs and develop a marketing plan to meet those needs. Provide bicycle maps, designated routes, and other wayfinding mechanisms to make the transition to bike commuting easy and convenient. Special attention should be paid to the connections between EMU's campus and Ypsilanti's downtown and Depot Town areas, encouraging students to explore the surrounding city. The existing Non-Motorized Advisory Committee should lead this effort within the city.

32 | "Smart Trips." Portland Bureau of Transportation. Web. 25 April 2012.
<<http://www.portlandonline.com/TRANSPORTATION/index.cfm?c=ediab>>.



LAND USE & TRANSPORTATION

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CREATE AND PROMOTE BIKE-SHARING AND CAR-SHARING PROGRAMS

Vehicle-sharing programs allow users to rent bikes or cars by the hour, increasing transportation access and making it easier to get where they need to go. Creating a bike-sharing or car-sharing program in Ypsilanti would supplement existing bus service, allow more residents to go without cars, and encourage travelers to take advantage of existing non-motorized transportation networks while spending time in Ypsilanti.

► EXAMPLES:

M-Bike.org suggests that our region should use Nice Ride Minnesota—the twin cities' bike share program—as a model. Users can pick up a bike from one of 75 kiosks over a 7.75 square mile service area. Rental rates are charged by the hour, and users must pay to subscribe for the day, month or year. The program is managed by a nonprofit. Nice Ride MN was founded through a partnership between local government, foundations, and local businesses.

Zipcar operates 20 shared cars on the University of Michigan campus and 10 more in downtown Ann Arbor. Zipcar estimates each shared car takes 15-20 cars off the road. Hertz started an hourly car rental service at Eastern Michigan University during the Fall 2011 semester, with two cars available on campus.

► IMPLEMENTATION COSTS:

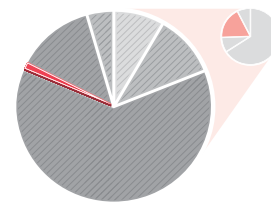
University bike rental programs are typically funded by grants and rental fees. Initial costs include bike and rack purchase, storage, maintenance and management hiring. A bike share program that covers EMU's campus, Ypsilanti's historic downtown and Depot Town could be implemented with initial costs of \$492,000 and an annual operating cost of \$229,000.³³ Annual operating costs could be recouped through fees for subscription or bike use.

Zipcar typically requires a "sponsor" to guarantee a minimum monthly revenue for each car; in Ann Arbor, the DDA and University of Michigan play this role. The Hertz On-Demand service does not have this requirement, but provides vehicles based only on rental revenue estimates. This makes implementation effectively free to the city or university, but also limits the local ability to steer development of the system.

[ANNUALLY] 2100 DRIVERS USE
BIKESHARING NETWORK

2.18%

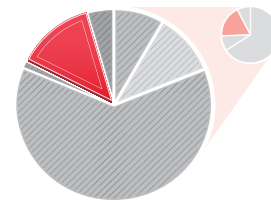
OF 2020 TARGET [82.4 mtCO₂e]



[ANNUALLY] 250 DRIVERS JOIN
CARSHARING NETWORK

24.05%

OF 2020 TARGET [910 mtCO₂e]



► EXPECTED GHG SAVINGS:

Bike Detroit notes that a 4 mile trip by bicycle will keep 15 pounds of pollutants out of the air. Using the same ridership projections as Nice Ride which estimates 5% of resident use, 3% local employee use, and 7% student use, bike sharing could alleviate 23,007 vehicle miles travelled annually in Ypsilanti. That equates to 10.3 mtCO₂e in savings annually.

National experience shows a typical car-sharing user reduces vehicle miles traveled (VMT) by 44%, due to adoption of more effective travel habits, and estimates a market potential of up to 10% of residents aged 21 and up, with a particular growth potential for university campuses. Based on SEMCOG estimates for trips starting or ending in the city, each 1% of residents over 21 who become car-sharing users (130 members) would reduce driving by 138,000 miles annually, preventing 66 mtCO₂e in emissions. Considering the large campus and near-campus populations and growing downtown resident base, a modest 2.5% adoption (325 active users) should be possible by 2020, yielding 165 mtCO₂e in emissions reductions and 345,500 fewer miles driven.³⁴

► ADDITIONAL BENEFITS:

Encouraging bike use improves resident quality of life due to increased exercise. Both bike-sharing and car-sharing decrease the amount of cars on the road, limiting the amount of traffic congestion and traffic delays—saving time and gas. Fewer cars commuting to campus also reduces the need for parking spaces.

³³ | This calculation uses Nice Ride's cost per bike and formulas for projected number of subscribers, and assumes that 1 bike will cover 15 subscribers.

³⁴ | In spring of 2012 (before students left campus for the summer), reservations for Hertz cars on EMU's campus ranged from roughly 150-200 per month. This does not account for unique uses, so 325 is a reasonable but reachable goal.

► PARTNERS & STAKEHOLDERS:

More and more students across the country are urging their universities to provide bike rentals on campus to encourage safer, faster, cheaper, more environmentally friendly means of traveling to class and around the city. Eastern Michigan University would be a great place to implement these practices. Oakland University already runs a free bike share program—EMU could meet with staff there. Ypsilanti Cycle and BikesEMU should also be approached as partners.

► CONSIDERATIONS:

The City of Ann Arbor may soon be adopting a bike sharing program. Once this effort gets underway (if Ypsilanti's does not begin before FY2013, which is when Ann Arbor's is slated to begin), Ypsilanti can learn from this neighboring city.

➔ RECOMMENDED APPROACH:

Partner with Eastern Michigan University to create a bike-sharing program and to expand the car-sharing network both on-campus and downtown. The programs can originate at the university, targeting students as the primary users with the source of information available online and at new student orientation. University faculty and employees, and downtown employees, should be targeted with information on bike- and car-sharing options as a support for car-free commutes; landlords and neighborhood associations can provide residents with information on car-sharing as a cost-saving alternative to a second household car.



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PRIORITIZE INFILL DEVELOPMENT OPPORTUNITIES IN MASTER PLAN UPDATE

► RE-EVALUATE PARKING STANDARDS:

The City's zoning ordinance requires large amounts of parking for new and expanded developments; not only does this reinforce high-emissions automobile travel habits, but it also poses a financial challenge for many of the small developers working in the city. Significantly reducing the parking requirements could both support other transportation modes as well as ease costs on businesses and developers.

► CONSIDER THE ROLE OF "NEIGHBORHOOD" COMMERCIAL USES:

While the City's B1 zoning district is named "neighborhood commercial", its primary application is on Washtenaw Avenue, which has a decidedly non-neighborhood feel. This district should be evaluated and potentially updated for use in supporting single-parcel "corner store" uses in actual neighborhoods, such as the convenience store at the corner of East Forest and Prospect or even a more full-service grocery store.

► TACKLE TRANSIT ORIENTED DEVELOPMENT:

The City has worked with neighboring communities to identify potential improvements along Washtenaw Avenue that would support additional development, an improved environment for walking and biking, and increased transit service between Ypsilanti and Ann Arbor. This effort should be supported by specific zoning ordinance updates to enable the desired development of Washtenaw as both a transit corridor and an amenity for surrounding residential neighborhoods. Similarly, while the City has aggressively pursued the reinstatement of Amtrak and commuter rail service in Depot Town, it should conduct specific planning to encourage new private development in the area that can take advantage of future rail service.

Infill development prioritizes development on vacant or underused land in existing cities and urban areas over construction in outlying areas. In addition to supporting lower GHG behaviors, as mentioned in the introduction to this section, infill development makes financial sense to communities, increasing tax yield over a given area: the State of Michigan's 2009 Climate Action Plan identifies land use planning measures as the single most cost-effective means to reduce greenhouse gas emissions. While development policies can be responsible for the greatest degree of change in a community's energy consumption, this change tends to happen slowly and incrementally.

Additionally, most of the energy savings yielded by infill development are not due to behavior changes of people already in town. The majority of energy savings result from households that choose to locate in the city and have access to transit and non-motorized travel options, rather than locating in auto-dependent outlying areas. The reductions therefore can't be counted against the city's baseline emissions—they may actually result in an increase in emissions produced by city residents, but a net decrease at the regional scale.

While the City of Ypsilanti is no stranger to encouraging infill, it could capitalize on additional opportunities. These suggestions should be fully developed during the upcoming revision of the city's Master Plan.

► UNDERTAKE SITE-SPECIFIC REDEVELOPMENT PLANNING:

Ypsilanti can provide the best environment for infill development by identifying individual priority sites and specifically planning for development of those sites. Priority sites for development can include both city-owned properties and vacant private properties with willing owners. An appropriate redevelopment process will ensure that sites have a vision shared and supported by the public, appropriate zoning is in place, available incentives are specifically identified, and the sites are being actively marketed. Ypsilanti has done some of these things, such as establishing districts for obsolete property and industrial facility incentives, and should continue these efforts. The city can look to the redevelopment ready sites best practices outlined by MEDC's "Redevelopment Ready Communities" program for additional guidance.



► FILL THE “MISSING MIDDLE” SEGMENT OF THE HOUSING STOCK:

While some neighborhoods, such as the Historic South Side, appear to have a stable mix of single-family houses and 2- to 3-unit apartment houses, the city's zoning predominantly supports either strict single-family housing or large apartment complexes. Revisiting the topic of small “accessory dwelling units,” encouraging rehabilitation of historic carriage barns and other tools can bring more people to Ypsilanti neighborhoods, supporting property values and taking advantage of the walkable, transit-served downtowns, without the impact of the larger apartment building. This is particularly an opportunity within the historic core, where large homes now typically house much smaller families than they once did.

► PLAN FOR COMMERCIAL USES IN HURON RIVER DRIVE AREA:

More than 2,500 people live in the apartment complexes around Leforge Road and Huron River Drive, but the area virtually lacks neighborhood amenities for these residents and encourages driving. Planning for additional uses in this area that serve these residents could reduce automobile necessity, strengthen these residents' connection to the Ypsilanti community and also capture business from on-campus residents and campus commuters. Uses such as coffee shops and small-format grocery stores have been identified as desires during past planning work, though land availability will be a challenge for any substantial commercial use.

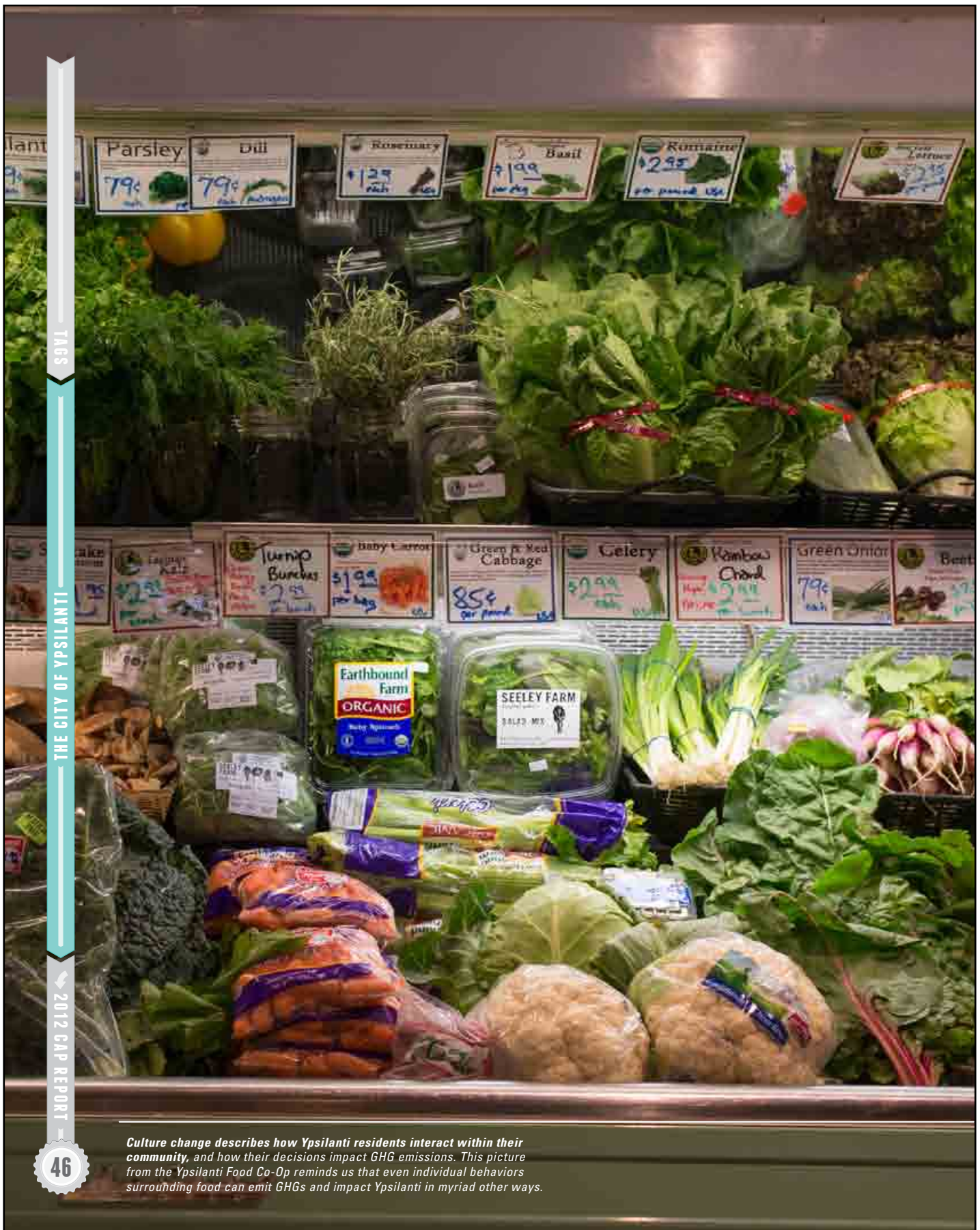


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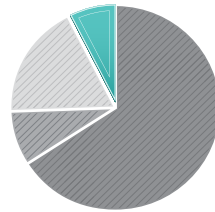
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Culture change describes how Ypsilanti residents interact within their community, and how their decisions impact GHG emissions. This picture from the Ypsilanti Food Co-Op reminds us that even individual behaviors surrounding food can emit GHGs and impact Ypsilanti in myriad other ways.



3.05%

OF 2020 TARGET
[CULTURE CHANGE STRATEGY REDUCTIONS]

RECOMMENDED EMISSIONS-REDUCTION STRATEGIES

CULTURE CHANGE

Individual behavior is one of the most important ways we impact greenhouse gas emissions, but it is also one of the most difficult to measure or change. While many Ypsilanti residents already recognize the importance of living in a way that's oriented around sustainability concerns and around reducing greenhouse gas emissions, they feel the majority of citizens have not heard of or do not fully understand these concepts. In order to relate to these issues and change behavior to incorporate the concepts into daily life, Ypsilanti residents need to understand sustainability and the actions they can take.

This section on culture change attempts to begin the difficult task of reorienting community thought and practice around climate change, the natural environment, and triple-bottom-line sustainability. We seek to achieve 5% of our total greenhouse gas reduction target through these strategies, or 1,891 mtCO₂e by 2020.

Based on community feedback, we have also set a number of qualitative goals for the future:

- ▶ Ypsilanti celebrates efforts to reduce greenhouse gas emissions and circulates information about sustainability and reducing greenhouse gases to residents. Community members understand the importance of climate action and the ways they can impact climate change, individually and collectively.
- ▶ In partnership with the community and municipal plans and priorities, local schools have refocused education towards sustainability.
- ▶ Ypsilanti works in collaboration with surrounding communities and the metro Detroit region to achieve broader changes.

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THE CITY OF YPSILANTI

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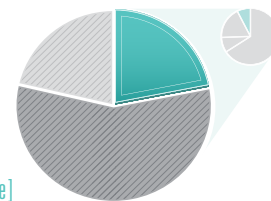
ENCOURAGE CONSERVATION THROUGH ENERGY COMPETITION

[ONGOING]

25% RIDERSHIP INCREASE

13.20%

OF 2020 TARGET [249.69 mtCO₂e]



Given that the City of Ypsilanti is home to Eastern Michigan University, leveraging college rivalry can be a powerful tool to leverage energy savings both within the university and the community. A non-university Ypsilanti competition could motivate the community to improve on past performance. The main key to a competition is extensive marketing and promotions, along with a web presence, key giveaways such as efficient light bulbs, and cultivating peer to peer networks.

EXAMPLES:

The "Take Charge Challenge" in Kansas pitted 16 different towns (some with universities) against one another in a 9 month long challenge to save energy. Total savings were \$2,341,025 in energy costs and 22 million pounds of CO₂ emissions.³⁵

IMPLEMENTATION COSTS:

Costs are around \$2 to \$5 per person contacted, which would equate to \$50 to \$100/ton of GHG reduction. Of course, this can vary greatly depending on the depth of contacts, availability of volunteer labor, and other factors.

EXPECTED GHG SAVINGS:

Each person contacted can be expected to save about 55 kWh during the time of the competition, or about 1.75 lbs of CO₂e. There are many questions about the longevity of the behavior changes, but the changes done within the competition can be a gateway to further improvements.

ADDITIONAL BENEFITS:

Energy savings for students and residents of Eastern Michigan University and Ypsilanti.

PARTNERS & STAKEHOLDERS:

Eastern Michigan University would be a prime partner in this endeavor, as shown in the Kansas competition, university rivalries motivated more energy savings than towns without universities. Within the university and the city, networking with as many existing organizations as possible would help spread the words. The challenger cities would also be essential partners. Competition could also be coordinated through neighborhood associations or even commercial groups. Residents are able to rent Kill-A-Watt EZ electricity usage monitor from the Ypsilanti District Library, so tracking resources are readily available.

CONSIDERATIONS:

One main consideration would be fostering change that "sticks" and articulating the energy conservation message while promoting the rivalry. Many people, students especially, may be motivated to "Beat State," but the challenge will be in relaying the actual reasoning behind the conservation competition. The strategy could be first tested by the university or by select neighborhoods and then expanded city-wide.

RECOMMENDED APPROACH:

Work with community stakeholders to initiate an energy competition. The University and City can partner together to challenge another city and university to an energy reduction competition.

³⁵ | "Take Charge Challenge with Efficiency Kansas," Take Charge Kansas, http://www.takechargekansas.org/Site_Data/Sub_Pages/Home.php, accessed May 15, 2012.

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COMMUNITY SUSTAINABILITY LIBRARY

Ypsilanti stakeholders are knowledgeable about and interested in issues of climate change, energy use and environmental sustainability. Ypsilanti residents are willing to take on individual and community action to support local emissions reductions, but would benefit from a resource library: a shared space to hold collective knowledge on these topics and catalogue community resources.



Energy Efficient Rentals

EXAMPLES:

The Green Garage in Detroit is home to the Urban Sustainability Library, which hosts, produces and disseminates information on how “people and organizations [can] make more sustainable choices.”³⁶ Their physical and online library contains books and studies, but also displays current projects and facilitates community conversations.

IMPLEMENTATION COSTS:

This library can be created with limited monetary expense, though it will require a large time investment from stakeholders. Costs may include staff and volunteer time as well as the physical or online space for the library.

EXPECTED GHG SAVINGS:

Compilation of this resource library will not, in itself, result in GHG emissions reductions. It may inspire future reductions, but these are difficult to quantify.

ADDITIONAL BENEFITS:

As a community resource, the library can continue to collect best practices, new ideas and possible emissions reductions strategies after the climate plan has been adopted and the process is complete. It can serve as a new communal, coordinating space for sustainability in Ypsilanti and lead to individual and community actions to reduce missions.

PARTNERS & STAKEHOLDERS:

The Ypsilanti District Library and Eastern Michigan University can act as hosts, curators and resources for the strategy library. They should be accompanied by the many community groups who have a stake in either pulling from or putting resources into the library, including Transition Ypsilanti, local nonprofits and neighborhood associations.

CONSIDERATIONS:

Simply compiling existing community resources will lead to a substantial base of knowledge for the library. The difficult part is curating the collection, ensuring it is kept up to date and usable by the average person. Outreach strategies must also be built into the creation of the library to publicize its existence and begin the dialogue that is at the heart of this community space.

RECOMMENDED APPROACH:

Local experts and the EMU community can create an Ypsilanti sustainability library. The City will be able to pull from resources compiled in the process of creating this climate action plan as well as in a collaborative and ongoing research effort with EMU students. A plan for the continued existence of the library should be developed in partnership with community stakeholders.

13 | Urban Sustainability Library. Green Garage, 28 Feb. 2012. Web. 21 May 2012. <http://greengaragedetroit.com/index.php?title=Urban_Sustainability_Library>.



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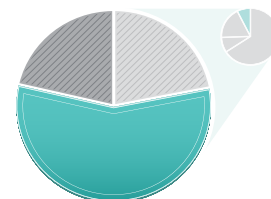


RESIDENTIAL ENERGY EDUCATION

[ANNUALLY]
100 HOUSEHOLDS

38.20%

OF 2020 TARGET [640 mtCO₂e]



Teaching residents to use low- and no-cost techniques for saving energy in their home is one of the most cost-effective ways to reduce energy use and resulting emissions on a community scale. This can be done through a workshop setting or a home visit. Workshops are the less expensive option, but corresponding savings are less as well.

OPTION 1: IMPLEMENT A SERIES OF ENERGY SAVING WORKSHOPS IN DIFFERENT VENUES.

Use these workshops to communicate a basic level of understanding of home energy issues to residents, such as how to read your energy bill, sealing doors and windows and turning off appliances when not in use.

Examples: The City of Lathrup Village held a workshop to educate its residents on how to save money in their homes.³⁷ The Southeast Michigan Regional Energy Office put together a video case study that can be found at this link: <http://bit.ly/JLU8pc>. The City of Ypsilanti's Historic District Commission has in the past hosted workshops by State Historic Preservation Office (SHPO) staff and EMU Historic Preservation students on historic home maintenance—this topic could be expanded to include energy-specific historic home workshops.

Implementation costs: Workshops can be conducted by local non-profits for about \$500 each, either as stand-alone programs or as part of an existing, funded projects such as home weatherization programs or municipal energy efficiency upgrades.

Expected GHG savings: Based on the past experience of the Southeast Michigan Regional Energy Office, households can expect to save .8 mtCO₂e from implementing measures outlined in the workshop format. Assuming an average of 25 participants per workshop and 4 workshops per year, these workshops could reach 100 households, reducing carbon emissions by 80 mtCO₂e annually. By 2020, expected emissions savings add to a total 640 mtCO₂e.

OPTION 2: IMPLEMENT A COMPREHENSIVE PROGRAM THAT ENCOURAGES ALL RESIDENTS OF THE CITY TO EITHER ATTEND A WORKSHOP OR HAVE A HOME VISIT, OR BOTH.

This would require both funding and an outside entity to administer the program.

Examples: The BetterBuildings for Michigan (BBFM) program is conducting consumer education, energy audits and direct installation of energy efficiency measures in Ypsilanti over the course of 2012.³⁸

Implementation costs: A residential energy audit and education program will cost approximately \$1000 per household to implement. This cost may be reduced or covered by programs such as BBFM or DTE incentives.

Expected GHG savings: Similar programs have achieved an approximate 1.2 mtCO₂e reduction per house in yearly GHG emissions.

37 | "EECBG Case Study #10: Resident Education." WARMTraining.org. N.p., n.d. Web. 21 May 2012. <http://www.warmtraining.org/gov/pdf/EECBG%20Case%20Study10_ResidentEducation.pdf>.

38 | BetterBuildings for Michigan. Southeast Michigan Regional Energy Office, n.d. Web. 22 May 2012. <<http://regionalenergyoffice.org/betterbuildings/>>.

➤ FOR ALL OPTIONS:

► CONSIDERATIONS:

The City of Ypsilanti should leverage the federal resources of the BetterBuildings for Michigan program during 2012 to get as much federal funding as possible to fund energy education and improvements for Ypsilanti housing stock. Any educational initiative should publicize the energy and money savings achieved by participants. Deliberately communicating benefits is key to the success of this strategy.

► ADDITIONAL BENEFITS:

WARM Training Center, BetterBuildings for Michigan, Clean Energy Coalition and DTE offer relevant programs. EMU's historic preservation program or Washtenaw Community College's building trades programs may also be able to offer workshops for residents.

➤ RECOMMENDED APPROACH:

Work with local universities and nonprofit organizations to expand educational workshops and resources. Past leveraging of EMU and SHPO offerings for historic property owners can be expanded to include a focus on energy efficiency in historic properties—a substantial share of Ypsilanti's building stock. BBFM outreach efforts during the course of 2012 should increase general awareness of energy-saving behaviors, and non-profit partners can build on this with future targeted educational efforts.



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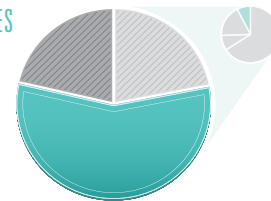


ENCOURAGE PUBLIC EMPLOYEES TO LIVE IN YPSILANTI

[ANNUALLY] 5 PUBLIC EMPLOYEES
MOVE INTO YPSILANTI

12.69%

OF 2020 TARGET [240 mtCO₂e]



Residents frequently express a preference for municipal and other public employees to live in the city where they work. While requiring residency as a condition of employment is not legal, public employers can provide incentives to promote residency. The Eastern Leaders Group (ELG) and EMU successfully launched a new incentive in 2012 for new staff and faculty to live within Ypsilanti: a forgivable loan towards a down payment or related housing expense. Similar programs in Detroit have proven very successful. All such programs have the twin goals of supporting the local housing market and encouraging commuters to invest—emotionally and monetarily—in the community. However, these programs also support reduced GHG emissions by offering the participants a better ability to use non-car travel options, both to commute to work and to meet other needs.

▶ EXAMPLES:

ELG and EMU expect the LiveYpsi program to have its first home closing in the summer of 2012. The program could be easily extended to other employers after the pilot phase at EMU.

▶ IMPLEMENTATION COSTS:

Detroit's Live Midtown and Live Downtown programs offer \$20,000 incentives; LiveYpsi provides a \$7,500 incentive, equivalent to a 5-10% down payment on most Ypsilanti home purchases.

▶ ADDITIONAL BENEFITS:

In addition to the intangible benefits usually cited for public sector employee residency—greater investment in the community—such a program can also have indirect fiscal benefits for the community. By incentivizing new buyers, this strategy can contribute to faster recovery of home prices. More importantly, if targeted at foreclosed homes, it can help mitigate the estimated 1-2% loss of property value caused to every property within a block radius of a foreclosure.³⁹

▶ EXPECTED GHG SAVINGS:

Each employee who moves from an average 25 mile one-way commute to an in-town commute will prevent approximately 6 mtCO₂e annually.

▶ PARTNERS & STAKEHOLDERS:

Expanding ELG's program would be the easiest way to implement this strategy. Washtenaw County and YPSD may be approached to offer residency benefits to their employees.

▶ CONSIDERATIONS:

Offering direct cash incentives to public employees is politically difficult, and substantial work needs to be done to define the fiscal benefits of the strategy for the city and set the right level of incentive. To reduce the cost of implementing such a program, it would be most easily introduced at the same time that employee concessions are being sought, as part of the overall package. Since the City and other local public employers make very few new hires, the incentive might be offered to all employees, rather than only to new hires.



RECOMMENDED APPROACH:

Consider a public employee residency incentive, in the form of a forgivable loan for down payment assistance for purchase of foreclosed homes. Defining the fiscal benefits of the program will be the key to successful implementation. ELG and EMU should continue to pursue additional funding sources for the LiveYpsi program, such as MSHDA, the Community Foundation and other foundations, and work to expand the program to municipal and other employees."

³⁹ | Immergluck, Dan, and Geoff Smith. "There Goes the Neighborhood: The Effect of Single-Family Mortgage Foreclosures on Property Values." June (2005). Web. 21 May 2012. <http://ftp.nw.org/network/neighborworkshops/foreclosureresolutions/reports/documents/TGTN_Report.pdf>.

TAGS



PROMOTE CITY SUCSESSES TO LEAD BY EXAMPLE

The City of Ypsilanti has already taken on a number of energy-saving, “green” initiatives. By better publicizing and educating citizens around these efforts, they can impact the actions of their constituents. The government should create a coordinated strategy to educate residents about the steps that staff, officials and institutions take to create a more sustainable city. Leading by example requires not only better communication, but a visible presence in the community.

► EXAMPLES:

The City of Southgate created a video case study of the solar panels installed on its city buildings, featuring the mayor. This video ran on the local access channel, and the City is talking about using it, in conjunction with mayoral appearances, as an education and outreach tool.⁴⁰

► IMPLEMENTATION COSTS:

The City of Ypsilanti may need to devote staff time to personal outreach, written communications and social media updates. Costs other than time, though, can be minimal to none.

► EXPECTED GHG SAVINGS:

This strategy is geared towards the publication of GHG emissions reductions rather than achieving new reductions, though it may inspire citizen action.

► ADDITIONAL BENEFITS:

The City can lead a community-wide resurgence in the sustainability movement and contribute to education efforts.

► PARTNERS & STAKEHOLDERS:

City leaders, including appointed and elected officials and staff, must commit to in-person participation and more intentional, coordinated communications. They will need to work with local news agencies, both print and online, and community groups to reach citizens. Solar Ypsi is already reporting the city’s solar power generation—this can compose part of the city’s outreach and provides a model for further efforts.

► CONSIDERATIONS:

Communications and outreach around sustainability should be part of a greater institutional culture of openness in government operations. The city currently appears to lack an adopted or understood overall communications and outreach plan. Low cost methods of public outreach include social media, public events such as the Heritage Festival or the Mayor’s State of the City, or the incorporation of energy and sustainability into existing reporting such as the state-required dashboard.

➔ RECOMMENDED APPROACH:

Increase communications and citizen outreach around sustainability, publicizing efforts and providing information on how citizens can get involved or replicate green initiatives. These efforts should be part of a broader communications strategy by the city, rather than a standalone effort, in order to present energy and sustainability concerns alongside economic development, budgetary, and other information. This overall strategy should consider the role of the city’s recently updated webpage and Facebook presence alongside more “traditional” media and outreach work.

⁴⁰ | Watch the full video at this link: http://www.youtube.com/watch?v=7pAVV4LJYwo&list=PLE5A3534EF7B9E14C&index=7&feature=plpp_video



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INCLUDE STEWARDSHIP, ENGAGEMENT & SUSTAINABILITY EDUCATION IN LOCAL SCHOOLS

The residents of Ypsilanti have expressed a desire to teach students in grades K-12 about how each person can make sustainable choices each day to impact the future. The EPA agrees that the future of environmental education lies in teaching the concepts of sustainability and stewardship through youth programs and provides information on how schools can get more involved.

EXAMPLES:

The EPA encourages K-12 educators to join the "SustainK12 listserve" which allows for collaboration on strategies that implement sustainable practices and lessons in their teaching plans. The EPA also links to various resources on environmental education curricula.⁴¹ The Sustainable School Project located in Vermont provides examples of lesson plans suitable for grades 3-8 on a number of subjects. They also provide the Sustainable Schools Project Starter Kit, which outlines three modules for teachers and students to complete in about two days.⁴² The Ecology Center in Ann Arbor provides workshops that are aligned with Michigan Grade Level Content Expectations. Their classroom programs and field trip options are fun for students and teach valuable lessons about the environment.⁴³

IMPLEMENTATION COSTS:

Implementation costs are relatively low and should only require training educators on relevant subjects as well as the purchase of any materials that might be needed for class projects. With the number of project examples available, the schools can design a curriculum that fits their budgets while still making an impact on the student body.

EXPECTED GHG SAVINGS:

Including sustainability education in school curriculum will not, in itself, result in GHG emissions reductions, but will support the implementation of other strategies the community undertakes. Educating schoolchildren sets the stage for a more sustainable future.

ADDITIONAL BENEFITS:

Students learn about sustainable life choices early and have the chance to make a larger impact throughout their lifetimes. It is also likely that students will bring home what they learn, encouraging parents to change their own behaviors.

PARTNERS & STAKEHOLDERS:

Ypsilanti Public Schools and any local charter or private schools should be the primary parties in this effort. Ypsilanti is lucky to have local sustainability resources such as Creative Change Educational Solutions, Growing Hope and Transition Ypsilanti, that the city can reach out to for support in encouraging the local schools to include sustainability efforts to the curriculum. The city would benefit from engaging these experts and local teachers from K-12 schools, especially Central Gardens Middle School, Washtenaw Community College and Eastern Michigan University when meeting with the school board to discuss implementation methods.

CONSIDERATIONS:

The city may not have much control over the Ypsilanti public school system curriculum. The success of this strategy relies on a positive relationship between the city, the school board and other local educational institutions.

RECOMMENDED APPROACH:

Utilize the community's experts to gather support for adding sustainability education to the curriculum in local K-12 schools. There are many resources and ready-made lesson plans that can be added to existing school practices. The Eastern Michigan University community and local schoolteachers and parents would serve as valuable stakeholders to lead this strategy.

⁴¹ | "Teaching Stewardship and Sustainability." US EPA, n.d. Web. 22 May 2012. <<http://www.epa.gov/region8/ee/teachingsustainability.html>>.

⁴² | Sustainable Schools Project. Shelburne Farms, n.d. Web. 22 May 2012. <<http://www.sustainableschoolsproject.org/>>.

⁴³ | Ecology Center. n.d. Web. 22 May 2012. <<http://www.ecocenter.org/>>.



TAGS

CULTURE CHANGE

2012 CAP REPORT

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➔ CLIMATE ACTION PLANNING IMPLEMENTATION

The strategies detailed in this plan are considered to be immediate or short-term strategies: actions that can be implemented with existing tools and partners over the next 3-5 years, and which will yield net cost savings or other benefits under current conditions. Strategies are summarized in this section based on the City's role in implementing them. Some require direct capital investments by the city; others are changes to policies or ordinances; still others must be taken up by community members and will involve little direct involvement by City Hall. The strategies included here are by no means the only ones possible, and other opportunities may arise that should also be pursued and celebrated.

Together, the recommended strategies should yield about 37,000 mtCO₂e of GHG reductions in 2020, or about 2 mtCO₂e per capita. This plan generally errs on the side of conservative estimates of emissions savings and provides a limited number of recommended strategies, acknowledging the constrained role of city government in achieving community-wide change. In order to meet emissions-reduction goals, residents, community groups and other business and nongovernmental stakeholders must take on responsibility for their own actions and for those of their neighbors. The City of Ypsilanti may convene stakeholders, model action and inspire change, but will not be the lead actor in many of the most impactful emissions-reduction strategies.

EVALUATING AND COMMUNICATING PROGRESS

Because the focus of the plan is on near-term opportunities, some evaluation can take place immediately or on an annual basis. The plan as a whole should be evaluated after about five years to select a new set of action steps. Opportunities for evaluating and reporting progress include:

► CONTINUOUSLY:

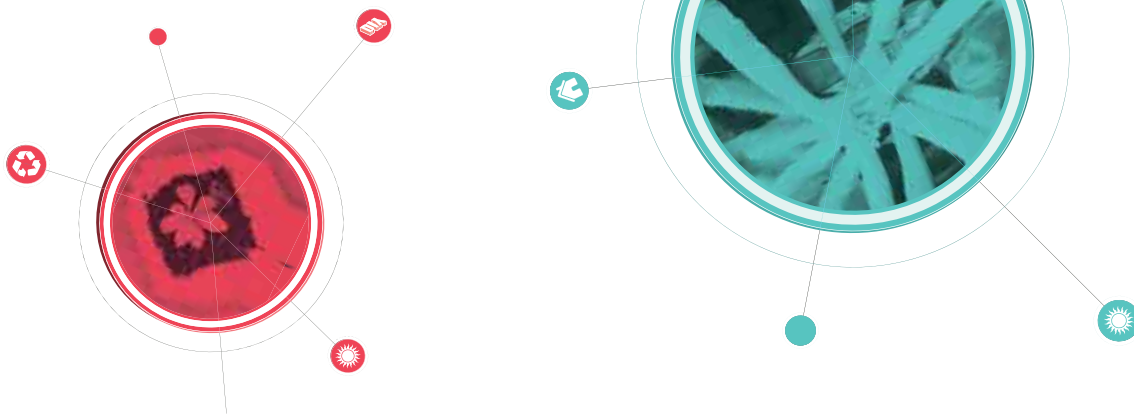
The city and its implementation partners have numerous channels available for communicating efforts as they happen. Social media such as the city's Facebook page and regular updates on a dedicated subpage of the City's homepage are especially suited for communicating implementation steps at launch, completion, and as they produce positive results. This almost-instant communication is especially important for action steps that require broad public awareness or participation in order to have significant impacts.

► ANNUALLY:

Existing communication tools can be used to report on progress from year-to-year, as well as to remind community members of ongoing efforts. The Mayor's State of the City address provides an opportunity to report city successes and recognize the efforts of community members. Information on programs or initiatives available to individual property owners could be provided within annual tax bills or water bills. Direct energy and cost savings by the city should be compiled from utility bills annually and reported on the local dashboard required by the State's Economic Vitality Incentive Program.

► LONG-TERM:

This entire plan should be evaluated in about 5 years to quantify community-wide trends in energy use and greenhouse gas emissions, and to comprehensively review successes and setbacks. By this point, most of the relatively easy, low-cost improvements to municipal operations and facilities management should be completed, and the city's actions are likely to be more indirect, with a greater focus on items like land use. As a result, maintaining a dedicated climate plan may be less important than incorporating any next steps into the city's master plan. Long-term evaluation of the climate plan should be coordinated with a 5-year update of that document.



FUNDING CHANGE: TOOLS AND OPPORTUNITIES

While many of the strategies recommended lead to significant cost savings for residents, businesses and City Hall, upfront implementation costs are still an issue in the city's current fiscal condition. Several options are possible to fund improvements.

► FEDERAL TAX INCENTIVES:

Private sector investments in energy efficiency measures may qualify for various federal tax incentive programs, reducing the effective cost. For example, the Business Energy Investment Tax Credit can be used to offset up to 30% of the capital costs of solar panels, wind turbines and similar measures installed by private businesses, and is expected to be available through 2016. The Historic Rehabilitation Tax Incentive can be used to offset up to 20% of the cost of appropriate renovation costs on buildings within the Ypsilanti Historic District. This incentive may cover lighting upgrades, weatherization, window and air-sealing work, and similar measures for commercial properties. DTE offers incentives for both commercial and residential properties, including rebates for energy efficiency measures and purchase of renewable energy credits (RECs) for solar photovoltaic installations. DTE funding may be used in tandem with tax incentives. All such incentive programs require documentation, and property owners are encouraged to research them carefully before undertaking projects.

► VOLUNTARY CONTRIBUTIONS:

Some projects may find community support through voluntary contributions. Ypsilanti has already had success with this approach around the Solar City Hall project, raising \$1,000 in grant matching funds through donations. A donation program is most appropriate for projects that have only indirect financial benefits but that are highly visible or provide benefits in the form of quality of life or pride of place. Efforts like planting street trees, raising matching funds for major bike/walk projects, alternative energy pilot projects or developing a community sustainability library are most likely to fall into this category. For a voluntary contribution program to work, it should have a clearly stated purpose for the funds. The city might consider asking a trusted third-party organization, such as the community foundation, to serve as fiduciary. Contributions could include structures such as monthly or annual "subscriptions" or a carbon offset based on the donor's driving patterns or utility bills.

► STATE AND FEDERAL GRANT FUNDING:

The largest energy-specific grant opportunities in recent years may or may not recur in the future: the Federal Energy Efficiency and Conservation Block Grants (EECBG), which were part of the federal stimulus program, and municipal grant programs by the Michigan Public Service Commission are not funded in 2012. Other recurring grant programs may be applicable to implementation of this plan, however. Michigan DEQ's Community Pollution Prevention grants, available annually, can often be used for capital projects related to air quality, which may include energy and GHG emissions reductions. Transportation funding such as Congestion Mitigation and Air Quality (CMAQ), Urban Safety, and Transportation Enhancement (TE) may support a variety of transit or non-motorized transportation efforts, and the city successfully leveraged these funds in the past.

► DDA TIF FUNDING:

In the past few years, the Ypsilanti DDA successfully used direct matching grants to help property owners make facade improvements and other capital investments. This program could be explicitly extended to cover energy efficiency or alternative energy projects; these projects are within the DDA's mission by helping reduce business operating costs. The DDA could also undertake public infrastructure improvements with its TIF funding, including streetlight upgrades, street tree planting, or shared geothermal well installation in coordination with future parking lot resurfacing work.

► PROPERTY ASSESSED CLEAN ENERGY (PACE):

A PACE program provides private property owners with affordable financing to make energy related improvements, with payments made over time in the form of an assessment on the property. Because the loan is attached to the property, it is considered lower risk than a loan to an individual, keeping defaults and financing costs low. Additionally, the cost savings from the energy efficiency improvements often cover the costs of the payments over time. A PACE program requires the backing of a municipal entity through issuance of bonds: the City of Ypsilanti is unlikely to undertake this, due to the community's small size and existing debt load, but the city can take advantage of a regionally pooled PACE program currently being created by the Regional Energy Office.

► REVOLVING LOAN FUND:

The City of Ypsilanti has set aside \$250,000 from past years' budget surpluses to be used as an internal revolving loan fund to make energy efficiency improvements to municipal buildings. This unusual and forward-thinking action provides the city with the resources to invest in its own energy and cost savings. The city should undertake full energy audits of its structures to identify the highest returns on investment of these modest funds, and leverage DTE rebates or bulk purchasing opportunities with EMU or other communities. In any case, though, the city should work to invest as quickly as possible: it is only once the fund is used that the savings from energy improvements can replenish the account. Similarly, returns to the fund should be spent as soon as the accumulated savings are enough to make further investments, in order to maximize financial benefits.



EFFORTS UNDERWAY

These are activities that are currently underway by the city or other actors in the community. These efforts may not need any active intervention at this point, except to be monitored and celebrated as significant achievements.

↪ CITY ACTIONS: CONTINUE PROGRESS, CELEBRATE SUCCESS!

STRATEGY	SHARE OF TARGET	COST AND FUNDING SOURCES	LEAD ACTOR	PARTNERS
Continue development of bicycle and pedestrian network.	600 mtCO ₂ e	\$5,000-\$20,000 per mile on-road \$100,000 per mile off-road	Planning & Development Department, Non-Motorized Advisory Committee	Washtenaw Area Transportation Study (WATS), Washtenaw County Parks & Recreation Commission (WCPARC), EMU, adjacent townships, Washtenaw County Road Commission
Champion development of the County-wide Transit Master Plan	303 mtCO ₂ e	Funding via CMAQ (federal), WCPARC, MDOT Urban Safety funds To be determined by 196 board for regional funding	City Council, via 196 board representative	Ann Arbor Transit Authority (AATA), Washtenaw County, adjacent Townships
Prioritize infill development opportunities in Master Plan update.	Depends on specific measures adopted	Funding in place via Washtenaw County	Planning & Development Department, Planning Commission	Business and neighborhood associations, DDA, Ann Arbor SPARK, Washtenaw County, EMU
Increase communications and outreach around sustainability, publicizing efforts and providing information on how citizens can get involved.	Supports implementation of other efforts.	Costs: Staff time	City Manager and Department of Public Services	Elected officials, city staff, COPAC, local media

DIRECT INVESTMENTS

Some strategies require direct capital investment by the city or a close partner to upgrade buildings, infrastructure, or other assets so that they function more efficiently. These actions typically also result in direct financial savings for the city government in the form of reduced energy bills. As noted above, the city has previously established an internal revolving loan fund (RLF) to invest in energy efficiency improvements and recapture cost savings. Because these strategies provide extremely good returns on investment, the city should pursue them aggressively, in order to enjoy the cost savings as soon as possible: it would be reasonable to begin implementation of all of these strategies within the first year after adopting the plan.

→ CITY ACTIONS: PRIORITIZE PROJECTS, IDENTIFY FUNDING OPPORTUNITIES, PERFORM WORK, TRACK RESULTS.

STRATEGY	POTENTIAL GREENHOUSE GAS EMISSIONS REDUCED	COST AND FUNDING SOURCES	LEAD ACTOR	PARTNERS
Upgrade lighting fixtures in city buildings as soon as possible.	150 mtCO ₂ e	\$6,000 Expected ROI less than 1 year Funding via internal RLF	Department of Public Services	Southeast Michigan Regional Energy Office
Install occupancy sensors on lights throughout public buildings.	180 mtCO ₂ e	\$7,500 Expected ROI less than 1 year Funding via internal RLF	Department of Public Services	---
Upgrade street lights as quickly as possible, focusing on least efficient fixtures first.	0.25 mtCO ₂ e per fixture 510 mtCO ₂ e for all lights	\$400-600 per fixture Up to \$1.1 million for all Expected ROI 4-7 years. Funding via internal RLF and additional grants	Department of Public Services	Downtown Development Authority, Eastern Michigan University, Southeast Michigan Regional Energy Office
Investigate sensor and control improvements at YCUA wastewater treatment plant.	182 mtCO ₂ e	\$250,000 Expected ROI 0.5-2 years	YCUA	Adjacent Townships, UIS Corp., Regional Energy Office



PROGRAMMATIC EFFORTS

These strategies generally rely on some ongoing effort by the city or a close partner to support or encourage behavioral change in the community at large. These actions typically do not result in a direct energy cost savings to the city government, but may free up resources for other efforts or result in increased tax revenues by making the community more attractive and supporting property values.

↪ CITY ACTIONS: IDENTIFY NECESSARY PARTNERS, REFINE PROGRAM GOALS AND ACTIVITIES, LAUNCH.

STRATEGY	SHARE OF TARGET	COST AND FUNDING SOURCES	LEAD ACTOR	PARTNERS
Educate on the availability of low and no cost business energy audit services through multiple partners.	4,000 mtCO ₂ e	Free to city	Southeast Michigan Regional Energy Office	DTE Energy, DDA, Chamber of Commerce, Downtown Association of Ypsilanti (DAY)
Monitor financing opportunities for solar installation and publicize via Solar Ypsi.	176 mtCO ₂ e	City: staff time	Solar Ypsi	Regional Energy Office, Clean Energy Coalition
Promote available energy efficiency incentive programs to reach maximum adoption in the city.	720 mtCO ₂ e	Installation: \$10,000 per kW capacity Funding via available grants and credits Free to city	Planning & Development	Regional Energy Office, Washtenaw County, DTE
Increase recycling rates via promotion and competition.	1750.94 mtCO ₂ e (2.87 mtCO ₂ e per ton of recycling diversion)	City: Staff time	Department of Public Services	Eastern Michigan University, Ann Arbor Materials Recovery Facility, neighborhood associations

STRATEGY	SHARE OF TARGET	COST AND FUNDING SOURCES	LEAD ACTOR	PARTNERS
Provide attractive sidewalk recycling bins for downtown, campus.	(supports goal of increased recycling rates)	\$50-75 per bin Funding from local sponsorships	DDA	DDA, Eastern Michigan University, downtown business owners
Engage community partners in an effort to understand residents' travel needs and develop a marketing plan to meet those needs.	4,400 mtCO ₂ e	\$30 per household targeted	Non-Motorized Advisory Committee	Ann Arbor Transportation Authority, EMU
Partner with Eastern Michigan University to create a bike-sharing program and car-sharing network.	Bike sharing: 82.4 mtCO ₂ e Car sharing: 910 mtCO ₂ e	Bike sharing: \$492,000 initially \$229,000 annually Annual operating costs recouped via fees for subscription Car sharing: No cost to city	EMU	DDA, Hertz, Non-Motorized Advisory Committee
Implement a series of energy saving workshops in different venues.	640 mtCO ₂ e	---	EMU, Clean Energy Coalition	WARM Training Center, SHPO, BBFM
Develop home and business water efficiency financing program.	0.22 mtCO ₂ e per household 181.5 mtCO ₂ e by 2020	\$500 per household	YCUA	Regional Energy Office, City of Ann Arbor

POLICIES DRIVING CHANGE

One of the most effective ways for government to effect broad change in the community is through policy efforts that remove barriers to or provide incentives for certain activities. Land use policy and zoning, building codes, and use of tax abatements and financial incentives all provide opportunities to create a more attractive environment for low-carbon investments and behaviors.

↪ CITY ACTIONS: REFINE GOALS, CRAFT LEGISLATIVE OR POLICY LANGUAGE, ADOPT, APPLY AND PROMOTE.

STRATEGY	SHARE OF TARGET	COST AND FUNDING SOURCES	LEAD ACTOR	PARTNERS
Adopt a Green Globes certification requirement for any development project receiving at least \$10,000 in municipal incentives or tax abatements in a single year.	272 mtCO ₂ e	City costs: staff time only, as part of incentive review process	Planning & Development Department	SPARK, local developers
Develop a utility costs disclosure ordinance for rental housing units.	6,443 mtCO ₂ e	City costs: staff time only, to develop ordinance and monitor as part of existing rental certification enforcement	Building Department	Planning & Development Department, City of Ann Arbor, Ypsilanti Township, local landlords
Identify funding sources to implement recommended tree planting program and continue policy support.	358 mtCO ₂ e	\$110 per tree or \$27,000 annually DTE grants or voluntary contributions appropriate	Planning & Development	Department of Public Services, individual residents and businesses

STRATEGY	SHARE OF TARGET	COST AND FUNDING SOURCES	LEAD ACTOR	PARTNERS
Partner with DDA and AATA to provide a discounted transit pass via the City Treasurer as an alternative to downtown parking permits.	740 mtCO ₂ e	No additional cost or \$200 per employee	DDA	Ann Arbor Transportation Authority, Washtenaw County, Key Bank, EMU
Expand "Live Ypsi" public employee residency incentives.	240 mtCO ₂ e	\$5,000-\$10,000 Consider general fund seed funding as well as MSHDA and foundation sources	Eastern Leaders Group	EMU, Planning & Development, Washtenaw County, Ypsilanti Public Schools



COMMUNITY INITIATIVES

Ypsilanti has a strong tradition of grassroots citizen efforts, and several strategies arose in the community engagement process that would not necessarily need the involvement of the city government, but could be undertaken by community members. This category of strategies may require city support in the form of endorsement of grant applications, ordinance or policy changes, or similar actions.

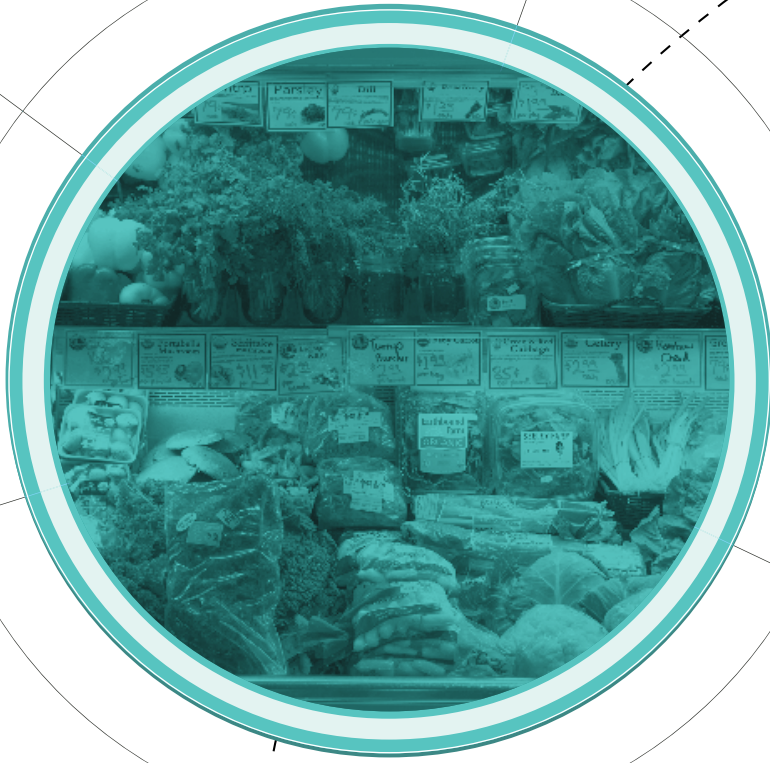
The city will locate future citizen involvement in the plan in a few central locations. The City of Ypsilanti will communicate regularly with residents about progress towards plan implementation through events, a dedicated page on the City's website, and existing social and traditional media channels. The Michigan Suburbs Alliance webpage will host a model library of strategies to reduce greenhouse gas emissions and related resources for citizens to learn more about the issue. Eastern Michigan University students and professors will work with City and Suburbs Alliance staff to create an Ypsilanti Sustainability Library--a central location to house resources, host community dialogue and provide a gathering place for interested citizens. Finally, the city and EMU should consider a joint advisory committee, with campus staff, faculty and students working alongside city staff, residents and business owners. As an advisory body, this group would not have any formal policy-making powers but would facilitate collaboration and coordination by the various stakeholders. Ideally, this body could include Township, school district and hospital partners as well.

➔ CITY ACTIONS: SUPPORT, ENDORSE, REMOVE BARRIERS.

STRATEGY	SHARE OF TARGET	COST AND FUNDING SOURCES	LEAD ACTOR	PARTNERS
Work with community stakeholders to initiate an energy competition.	1998 mtCO ₂ e	\$2 to \$5 per person contacted	Neighborhood associations, DTE Energy	EMU, Ypsilanti District Library, residents
Create an Ypsilanti sustainability library.	Supports implementation of other efforts	Costs may include staff and volunteer time as well as the physical or online space for the library	Members of EMU community	Local residents, Ypsilanti Public School District (YPSD), Ypsilanti District Library
Utilize the community's experts to gather support for adding sustainability education to the curriculum in local K-12 schools.	Supports implementation of other efforts	Costs may include the training of educators and the purchase of supplies for lesson plans	YPSD	EMU, Central Gardens Middle School, Washtenaw Community College, Creative Change Educational Solutions, Growing Hope, Transition Ypsilanti

STRATEGY	SHARE OF TARGET	COST AND FUNDING SOURCES	LEAD ACTOR	PARTNERS
Implement a series of energy saving workshops in different venues.	640 mtCO2e	---	EMU, Clean Energy Coalition	WARM Training Center, SHPO, BBFM
Implement a pilot program for a municipal kitchen compost system with high food-waste generators.	450 mtCO2e	\$50,000 for biodigester unit	Growing Hope, Washtenaw County Kitchen Incubator	DDA, Downtown Association of Ypsilanti, Washtenaw County Kitchen Incubator, YPSD





michigan suburbs alliance



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CITY OF YPSILANTI

Non-Motorized Transportation Master Plan

2010-2015



Draft approved for distribution for comment on: **15 December 2009 (City Council Resolution 2009-273)**

Adopted by the Planning Commission on: **17 March 2010**



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Acknowledgements

PLAN ADOPTION

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PLAN FUNDING

The Ypsilanti Non-motorized plan was funded by the Washtenaw County Public Health Department through the Michigan Department of Community Health, Cardiovascular Health, Nutrition and Physical Activity section, and the Building Healthy Communities initiative.

City of Ypsilanti

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		Art Serafinski	Ypsilanti Township Recreation Director

Executive Summary

This plan is a policy document, identifying the means to establish a built and cultural environment that supports and encourages safe, accessible, comfortable, and convenient non-motorized and multimodal transportation options for both people and goods throughout the City and into the surrounding communities. A multimodal transportation system will result in a greater number of individuals choosing alternative transportation modes, including not only walking and bicycling, but also taking public transportation. This increase will lead to a safer transportation system, a more environmentally sustainable City, an increased quality of life of residents and visitors, and neighborhoods and business districts that are more attractive.

City of Ypsilanti Planning & Development staff, with aid and input from stakeholders and after careful review of demographic data, developed this plan in mid-2009. From that planning process came four goals: first, cultivate and maintain an accessible, equitable, and practical multi-modal transportation system that provides for the effective movement of people and goods within and through the City; second, to provide a safe transportation system for all transportation system users; third, to protect the environment, including the City's significant historic, natural, and scenic resources; and finally, to increase awareness of the ways all users can integrate motorized and non-motorized modes of transportation.

Ypsilanti's dense, historic land use pattern and gridded transportation network contribute greatly to the ready achievement of these goals. However, as with any system, improvements can be made. Five primary areas of improvement were identified and presented in **Section II** of the plan: administration, consisting of modifications that will help ensure that future development minimizes adverse impacts on accessibility; maintenance, ensuring that responsibilities are clear, consistent, and enforced; cooperation, ensuring that improvements throughout the can be similar, continuous, and based on a shared vision; building, to close infrastructure gaps and complete the physical network ; and promotion, with strategies for educating current and potential users about how to use and interact with Ypsilanti's transportation network.

The plan presents a rough implementation schedule, identifies several funding opportunities, and presents a prioritization mechanism for projects not identified within the plan in **Section III**.



Chapter 1: Introduction

This plan is a policy document to guide future policy and infrastructure decisions, and can be used to help Ypsilanti strategically apply for funding for projects it identifies. It identifies the means to establish a built and cultural environment that supports and encourages safe, accessible, comfortable, and convenient transportation options, focusing on non-motorized means such as biking and walking, for both people and goods throughout the City and into the surrounding communities. Such a multimodal transportation environment will result in a greater number of individuals choosing alternative transportation modes, including not only walking and bicycling, but also taking public transportation. This increase will lead to a safer transportation system, a more environmentally sustainable City, an increased quality of life of residents and visitors, and neighborhoods and business districts that are more attractive.

The Role of Multi-Modal Transportation

A comprehensive transportation system is vital to the health, safety, and welfare of the citizens of Ypsilanti. Improvements to non-motorized facilities, such as those for bicyclists and pedestrians, and multimodal facilities, those points where two or more types of transportation interact, are improvements for not only the eight percent of the U.S. population that does not have access to a personal vehicle¹ and the 13.6%² of Ypsilanti's households that do not own a vehicle, but all individuals, as almost all trips begin and end as a pedestrian. The benefits of a comprehensive transportation system extend beyond the users of the system to the public as a whole.

Multimodal: The availability of transportation options using different modes within a system or corridor.

¹ United States Census Bureau. *Journey to Work: 2000.* , 2004. Web. 1 Sep 2009. <<http://www.census.gov/prod/2004pubs/c2kbr-33.pdf>>.

² United States Census Bureau. *2005-2007 American Community Survey 3-Year Estimates.* 2004. Web. 1 Sep 2009.

Washtenaw County's traffic fatalities currently average over thirty per year.

A reduction in overall motor vehicle traffic could help reduce this number.ⁱ

Mobility: the time and costs required for travel. Mobility is higher when average travel times, variations in travel times, and travel costs are low. Indicators of mobility are indicators of travel times and costs and variability in travel times and costs.

A well-implemented transportation system will:

Increase Transportation Options

- Provide transportation alternatives for all individuals who are capable of independent travel.
- Improve access and mobility for not only the 15%³ of Ypsilanti residents who have a disability, but also Ypsilanti's aging population.⁴
- Support public transportation, such as buses and trains.
- Provide transportation choices that respect an individual's religious beliefs, moral convictions, or uneasiness in driving.

Improve health and safety

- Create a stronger social fabric by fostering the social interaction that takes place outside of the car.
- Encourage healthy lifestyles and help to prevent chronic disease by promoting active transportation.
- Improve safety, especially for the very young and very old, who are often dependent on non-motorized facilities and connections between multiple modes of travel.
- Add "eyes on the street," which not only foster community but also serve to deter crime.
- Reduce the number of traffic crashes and fatalities by reducing the necessity for passenger car and light-truck vehicle use.

Conserve natural resources

- Reduce the local air, water, and noise pollution from automobile use by providing excellent alternatives to automobile travel.
- Reduce congestion by reducing the overall number of automobile trips taken.
- Reduce dependence on fossil fuels.

³ United States Census Bureau. 2005-2007 American Community Survey 3-Year Estimates. Disability.

⁴ Waldrop, Judith, and Sharon M. Stern. "Disability Status: 2000." *U.S. Census*. 2003. U.S. Census, Web. 1 Sep 2009. <<http://www.census.gov/prod/2003pubs/c2kbr-17.pdf>>.

ⁱ "FARS Encyclopedia." *Fatality Analysis Reporting System*. 2008. Federal Highway Administration, Web. 1 Sep 2009. <<http://www-fars.nhtsa.dot.gov/main/index.aspx>>.

Stimulate the local economy

- Reduce the costs associated with automobile parking, automobile maintenance, and fossil fuels, making this money available for other goods and services.⁵
- Increase workers' access to job sites, ability to reliably reach those jobs, and the employment pool from which potential employers may choose.
- Make Ypsilanti's many commercial districts attractive and easy places to visit and do business through improvements to the whole transportation network.
- Sustain and increase property value throughout Ypsilanti.⁶

AAA estimates the cost of owning the average automobile at \$5,783/year, even before driving costs such as gas and maintenance are considered.^{iv}

⁵ Liao, Yihua. "Vehicle Ownership Patterns of American Households." *Urban Transportation Center at University of Illinois*. 2002. University of Illinois, Web. 1 Sep 2009. <<http://www.utc.uic.edu/~fta/Information%20Briefs/vehicles3.pdf>>.

⁶ Cortright, Jon. "Walking the Walk: How Walkability Raises Home Values in U.S. Cities." *CEOs for Cities*. Aug 2009. CEOs for Cities, Web. 1 Sep 2009. <http://www.ceosforcities.org/files/WalkingTheWalk_CEOsforCities.pdf>.

^{iv} "Your Driving Costs." *AAA Exchange*. 2009. AAA, Web. 1 Sep 2009. <<http://www.aaaexchange.com/Assets/Files/200948913570.DrivingCosts2009.pdf>>.

Building upon past work

This project gathers the work of recent Ypsilanti transportation-related initiatives into one whole. Past work has included the *2006 Non-Motorized Transportation Plan for Washtenaw County*, the recommendations of the *Ypsilanti Downtown Blueprint 2008*, the *2008 Transit Plan for Washtenaw County*, Promoting Active Communities assessments, and the *2008-2012 Parks & Recreation Plan*. This plan addresses, consolidates, and builds upon this work.

The *2006 Non-Motorized Transportation Plan for Washtenaw County* includes an inventory of existing sidewalk and bicycling facilities, provides a list of capital improvements needed to complete the networks, and notes several potential sources of funding, but does not prioritize these improvements or include recommendations for policy improvements.

The City of Ypsilanti Downtown Development Authority (YDDA) created the *Ypsilanti Downtown Blueprint 2008* to develop an economic enhancement strategy for downtown Ypsilanti. This strategy, part of the Cool Cities initiative, was crafted to strengthen downtown Ypsilanti and guide its future development in keeping with the community's vision. This blueprint advocated for increased walkability downtown, as well as linkages to any future commuter rail project.

The City participated in the State of Michigan's Promoting Active Communities Self Assessment Program in 2006, 2007, and 2008, earning the silver award each time. Key areas in need of improvement include changes in zoning and parking standards to encourage more biking and walking, a lack of trails and shared use paths, few bike lanes, limited bicycle parking facilities, the need for more education and promotion regarding biking and walking safely, and the need for better connectivity to, from, and through neighborhoods and shopping areas.

Furthermore, the *2008-2012 Parks & Recreation Plan* lists improving and expanding non-motorized transportation networks as one of the five primary goals to focus on in the next five years. This was the top priority identified in a survey of 450 Ypsilanti residents during the Parks and Recreation planning process.

Additionally, a 2007 YDDA survey of 250 downtown and Depot Town employees on commuting behavior found that a high percentage of these employees walk or bike to work, almost double the national average. Thirty-four percent of those surveyed live within five miles of their workplace, and therefore could, given the infrastructure, walk or bike to work. Some of the issues cited that prevented these respondents from biking or walking to work could be corrected in a relatively short period, including a lack of routing information.

Socio-cultural impetus

Ypsilanti benefits from its early history as a commercial center in southeast Michigan. The development of the City's core before automobile use became common gave rise to a dense grid pattern that encourages biking and walking to key destinations like parks, schools, and the central commercial areas of Downtown and Depot Town. Later, as automobiles became more popular, major streets shifted away from this pedestrian focus. Street improvements increased road capacity, allowing for more and quicker motor vehicle access to, from, and through Ypsilanti – in some cases even removing sidewalks in the process. In particular, the four major streets cutting through the center of the city, Washtenaw Avenue (MI 17), Michigan Avenue (Business Route US 12), Hamilton, and Huron, fail to accommodate bicycles and pedestrians. However, Ypsilanti's compact, historic form still provides the opportunity for people to live near work, shopping, and recreation – an option not available in many new-growth communities.

This dense grid pattern also gives Ypsilanti another advantage: such a system is not only historic and easily navigable, but also less resource-intensive. A dense downtown requires less infrastructure per business or residents, and thus less maintenance despite often more intense use, than does a less-dense area.⁷ Due to their smaller per capita demand on these municipal services, denser areas are often more environmentally friendly than their less dense counterparts, if well-designed. By capitalizing upon Ypsilanti's existing density, we can complete its already-extensive multimodal transportation network at a lower cost than newer cities with lower density.

Furthermore, communities with robust multimodal transportation networks appeal to cost-conscious creative professionals. Creating an excellent multimodal transportation infrastructure that works with Ypsilanti's residential density can meet both the needs of the population that is unable to afford a personal vehicle as well as the population that chooses to live without one. Such a network would also appeal to young, creative talent from the area's universities, who may have initially come to the area without a personal motor vehicle. Although there are challenges to improving connectivity, creating more bicycle- and pedestrian-friendly corridors, and improving accessibility for people with disabilities, the City's extant non-motorized infrastructure provides an excellent framework for future improvements.

⁷ Burchell, Robert, and Anthony Downs. *Sprawl costs*. Island Pr, 2005. Print.

Future directions: Land use drives transportation choice

While this plan focuses on policies and infrastructure that are directly part of the transportation system, land use patterns determine whether non-motorized options are even available. Transportation impacts should be considered during any future Master Plan amendments, zoning map changes, or similar actions. Whether or not someone can walk to their destination depends not only on the presence and condition of sidewalks and crosswalks, but also on the distance. If the beginning and end of a trip are close together, non-motorized options become much more reasonable for that trip.

Zoning and land use decisions determine this critical distance factor. Neighborhoods with higher residential density place more households close to their schools, jobs, and other amenities, making non-motorized options possible (as well as transit options). Permitting office and retail uses to be combined with residential uses places these destinations close to the people who need to access them, again supporting non-motorized travel.

Research is increasingly showing that households are willing to pay a premium to live in such compact, walkable, mixed-use areas, and sources ranging from the National Association of Realtors to the American Planning Association expect demand for small lot and multi-unit residential living to grow over the next few decades. The Center for Disease Control specifically addresses land use in their "Healthy Places" initiative, recommending, "Encourage mixed land use and greater land density ... so people can walk or bike more easily." The most important land use decision, though, appears to be not "encouraging" but "permitting" – reviews of local zoning ordinances typically find that regulations push density downwards and restrict mixed use patterns.

Ypsilanti already has the basic structure of "traditional" neighborhoods in place, due to its age. However, the last several decades of zoning amendments and enforcement have been generally in the direction of reduced residential density and increased separation of uses. Most of these actions have been in response to nuisance conditions perceived to be linked to dense, mixed-use patterns. This plan does not have space to thoroughly examine the goals and outcomes of those actions. However, any future zoning amendments should be carefully examined to ensure they do not reduce vital transportation options, and the zoning ordinance should be further examined to determine how appropriate infill development, neighborhood-scaled businesses, and other land use options can be used to support non-motorized transportation.

Littman, Todd. "Where We Want To Be: Home Location Preferences and Their Implication for Smart Growth." *Victoria Transport Policy Institute* 22 Nov 2009: n. pag. Web. 1 Sep 2009. <<http://www.vtpi.org/sgep.pdf>>.

"Healthy Community Design." *Designing and Building Healthy Places*. Jun 2008. Centers for Disease Control and Prevention, Web. 1 Sep 2009. <<http://www.cdc.gov/healthyplaces>>.

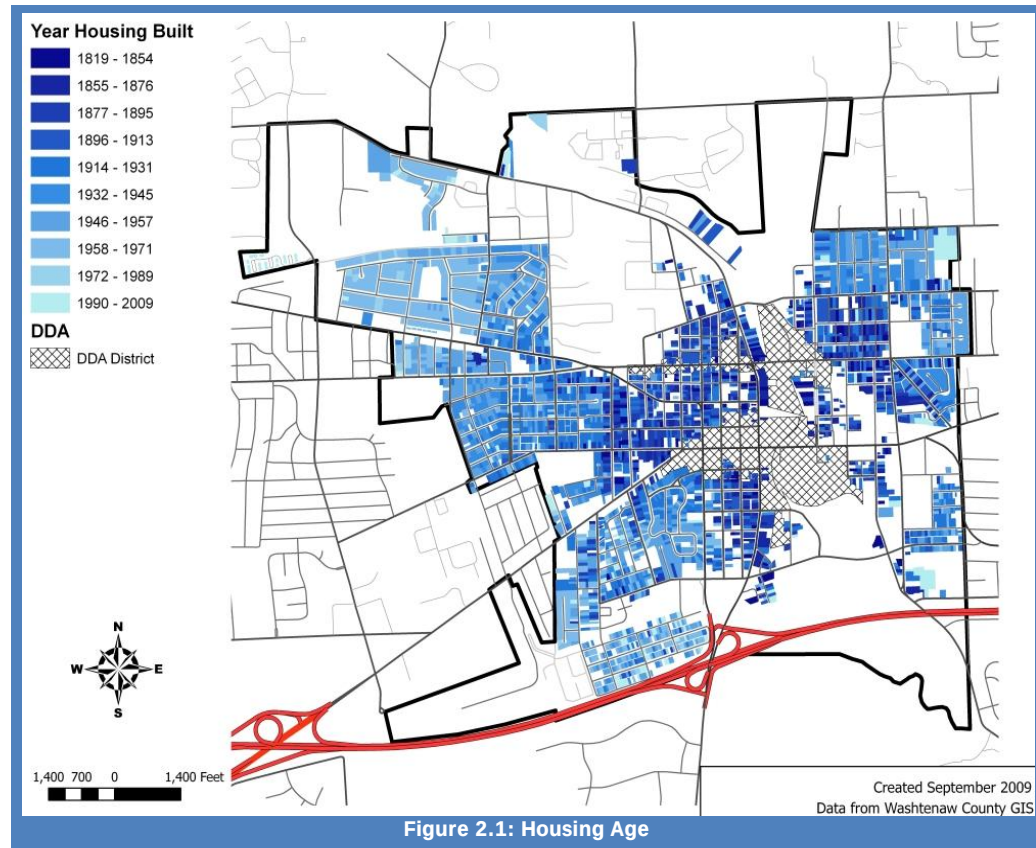
Levine, Jonathan. *Zoned Out*. Washington D.C.: RFF Press, 2006. Print.

Chapter 2: Status

Land Use

Ypsilanti has a rich heritage, reflected both in its pattern of land use and architecture. Commercial uses adjoin the main local thoroughfares, such as Cross Street, Huron Street, Washtenaw Avenue, and Michigan Avenue. Industrial uses are adjacent to regional distribution points, both historic and contemporary, including the railroad, the Huron River, and I-94. Housing development clustered at first near commercial areas, then became more dense, then spread out as the physical necessity of being adjacent to these commercial areas gave way to the convenience of automobile use. These patterns are shown in **Figures 2.1** and **2.2**. The current zoning ordinance and master plan, developed in the last half of the previous century, perpetuate this less-dense, single-use, auto-oriented pattern of land use, shown in **Figure 2.2**.

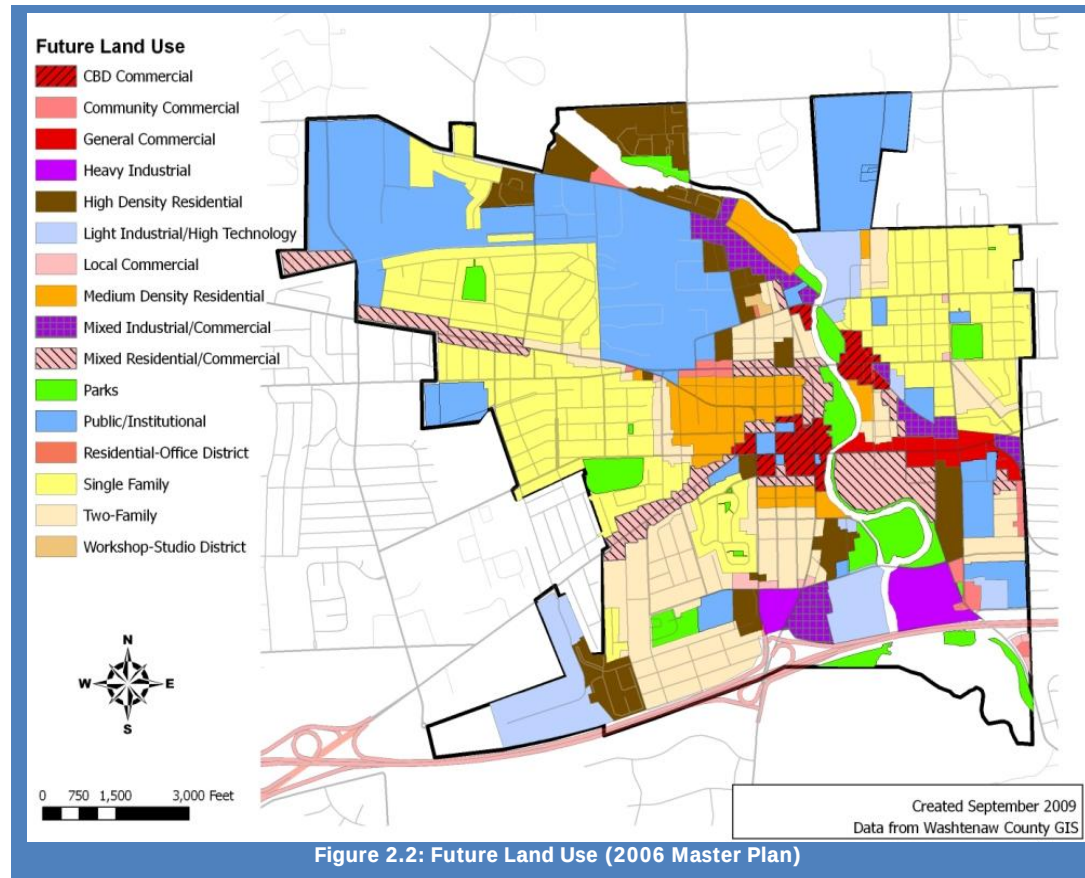
Eastern Michigan University (EMU) has also had a major impact upon land use in Ypsilanti. Not only is it a major employment center, but it is also an important destination, for both non-motorized transportation users and transit and motor vehicle users. Retail and dense housing adjoin the campus. This clustering of uses- employment, education, retail, and housing- indicate a strong potential for heavy non-motorized use.



City of Ypsilanti

Much of the area of these central business districts and neighborhoods make up the Ypsilanti Historic District, listed in the National Register of Historic Places and one of the largest municipal historic districts in Michigan. Further from the core

are more automobile-dependent land uses: uniform neighborhoods of single-family use; commercial bands along major road corridors, and larger industrial uses. This pattern of land use is relatively stable, as changes of use typically occur on a parcel-to-parcel basis over time.



Population

After a few decades of decline from its peak in the 1970s, Ypsilanti's total population is expected to remain fairly constant in coming years.⁹

Table 2.1: POPULATION AND HOUSEHOLDS ⁸							
	Census 1960	Census 1970	Census 1980	Census 1990	Census 2000	SEMCOG 2009	SEMCOG 2035
Total Population	20,957	29,538	24,031	24,818	22,237	20,437	22,247
Households	n/a	7,519	8,451	8,539	8,551	8,687	8,996
Average Household Size	n/a	2.81	2.4	2.38	2.16	1.98	1.94
Approx. % of Population in Households	n/a	71.5%	84.4%	81.9%	83.1%	84.2%	78.4%

Unlike rapidly growing areas, the City does not need to plan for entirely new roads or systems to serve future population, but demographic characteristics can help the City focus its limited resources on improvement and extension of existing facilities. Several of these factors are identified in **Table 2.1**, including overall population distribution, age, income level, and disability status.

Ypsilanti's population loss is analogous to general demographic trends seen across the United States. As **Table 2.1** shows, Ypsilanti's average household size has dropped in recent decades, and is predicted to continue dropping. The City of Ann Arbor and surrounding Townships have also experienced this shrinking household size, as have communities around the state and nation.

In the face of declining household size and little developable land, total population can be maintained by adding households. Although common wisdom in Ypsilanti hints at decline, the number of total households in the City has in fact risen somewhat in recent years. The Census reports that the City's population dropped by 2,400 residents from 1990 to 2000, but the City gained occupied housing units. SEMCOG postulates that this seeming incongruity occurred because households have not been added quickly enough to compensate for shrinking average household size. SEMCOG forecasts developed in 2008 show that Ypsilanti's population will stabilize in coming years, as household size reaches around two people per

⁸ Data from US Census, SEMCOG Population Estimates (July 2009), and SEMCOG 2035 Regional Development Forecast (2008).

Notes:

1. Total population includes population in "group quarters", such as dormitories and assisted living facilities; household data does not include group quarters.
2. Numbers in italics are SEMCOG projections.
3. Percent change columns for 2010 are calculated from 2000 base
4. Changes in collection methods between 1970 and 1980 may account for some residents measured as "group quarters" in 1970 being measured as "households" in 1980.

⁹ "Population and Household Estimates for Southeast Michigan." *Southeast Michigan Council of Governments* Jul 2009: n. pag. Web. 1 Sep 2009. <<http://www.semcog.org/Population.aspx>>.

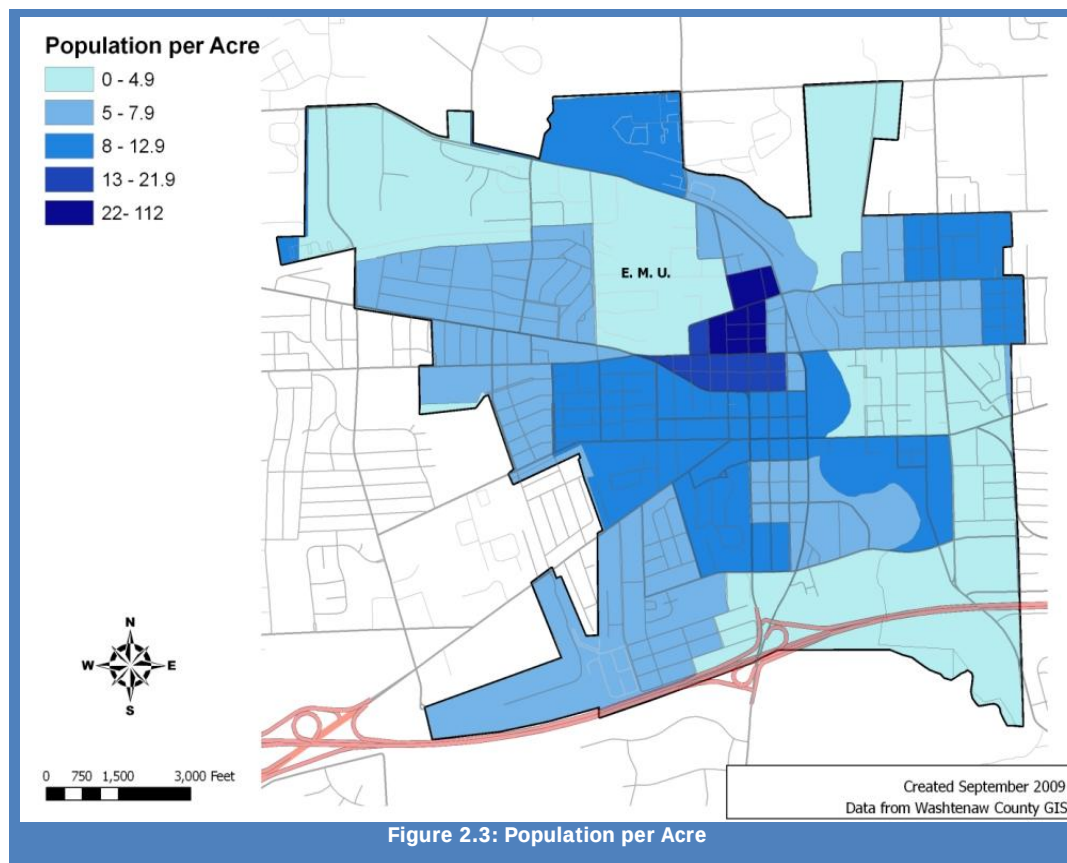
City of Ypsilanti

household. Should this trend continue, it is unlikely that Ypsilanti will again approach the population peak seen in 1970. However, if Ypsilanti pursues strategic densification, reinforces its infrastructure to support that density, and distinguishes itself with compelling amenities, it is possible that both population levels and number of households will increase.

Population Distribution

Ypsilanti has a dense core residential area concentrated in the Riverside and Midtown neighborhoods, between downtown and the EMU campus area. These older neighborhoods have smaller lots, houses divided into apartments, and small apartment buildings. The neighborhood to the north of EMU, between Huron River Drive and Clark on LeForge Road, has several large apartment complexes. In the southwest portion of the city, the neighborhoods feature mostly dense single family and duplex houses, with a few larger housing complexes.

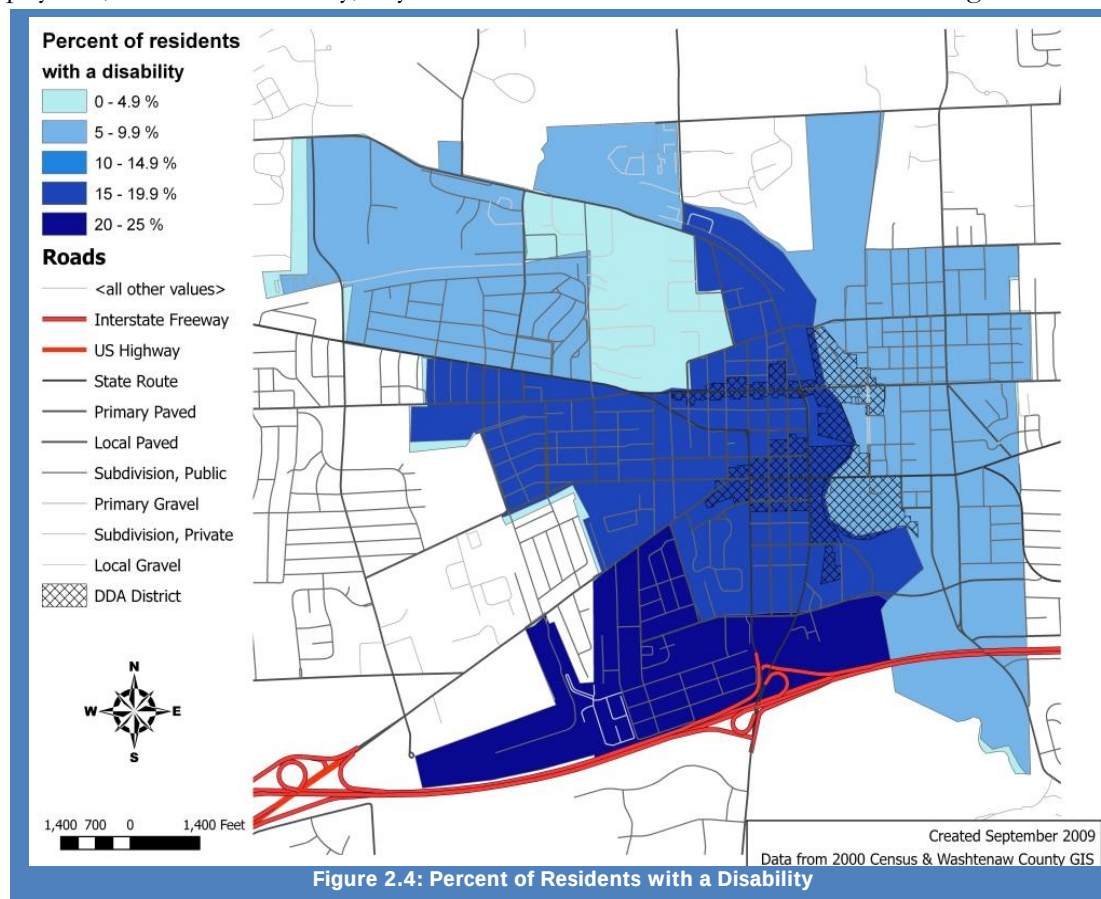
Figure 2.3 shows population per acre throughout the City, divided by Census tract.



The lower density shown in the southwestern and southeastern-most tracts, as well as in the tract containing EMU, is likely due to the expanses of single-use non-residential land uses in those areas, such as light manufacturing, Ford Lake, and educational facilities. There are, however, significant concentrations of multi-family and single-family housing within those tracts.

Persons with Disabilities

Disability is defined by the U.S. Census bureau as having one or more of the following long-lasting conditions: a sensory, physical, or mental disability, any of which must consist of the condition lasting six months or more and making it difficult to



perform care for one's self, go outside the home, or maintain employment. According to the 2000 Census, nearly 32% of Ypsilanti residents suffered some disability by this definition. The more recent American Community Survey (ACS) data for 2005-2007 show a lower percentage of disabled residents, at 15%, a drastic change resulting from both a change in the survey instrument and the fact that the ACS does not include residents in non-institutionalized group quarters, such as college dormitories.¹⁰ However, it is notable that even with these data comparability issues,¹¹ the ACS asserts that 41% of those 65 and older are likely to have some sort

¹⁰ Waldrop, Judith, and Sharon M. Stern. "Disability Status: 2000." *U.S. Census*. 2003. U.S. Census, Web. 1 Sep 2009. <<http://www.census.gov/prod/2003pubs/c2kbr-17.pdf>>.

¹¹ United States. *American Community Survey: 2005 Subject Definitions*. , 2005. Web. 1 Sep 2009. <http://www.census.gov/acs/www/Downloads/2005/usedata/Subject_Definitions.pdf#page=33>.

of disability.¹² These data, when taken together with ever-lengthening life expectancies, emphasize the importance of putting in place measures that encourage accessibility for and independent mobility of both the elderly and the disabled.¹³

As shown in **Figure 2.4**, the southwest portion of the City had the highest percentage of residents who had some sort of disability; the downtown area and neighborhoods immediately to the west had the next highest. Thus, the southwest and central areas of the city, as well as their connections to commercial areas, health care, and employment centers, are areas where accessible infrastructure upgrades should be prioritized.

Employment and Income

The City of Ypsilanti has a lower median income and higher level of poverty than many communities in the area. As shown in **Table 2.3**, the 2005-2007 ACS reported the median income of Ypsilanti households as \$34,959, 72% of the State-wide median and 70% of the nation-wide median of \$50,007; however, as these data were gathered prior to the recent economic downturn, it is quite likely that current income levels are significantly lower.

The current county-wide jobless rate, 5.9%, is currently in line with the national rate of 5.8%, but significantly lower than the Michigan rate of 8.4%.¹⁴ At the time of this writing, Michigan unemployment rates are among the highest in the nation.¹⁵

Table 2.2: AGE DISTRIBUTION OF RESIDENTS

Age Group	Census 2000	SEMOG 2035	Change
Over 65	1,571	5,335	240%
35-64	5,046	6,184	23%
18-34	12,187	7,658	-37%
5-17	2,438	2,138	-12%
Under 5	1,120	932	-17%

Table 2.3: INCOME CHARACTERISTICS

	State	County	Ypsilanti
Median family income	\$60,269	\$80,779	\$60,207
Median household income†	\$48,642	\$59,887	\$34,959
Per capita income	\$24,966	\$31,002	\$19,734
Families below poverty level	13.7%	13.9%	13.0%
Children below poverty level	18.9%	12.3%	22.8%
Residents 65+ below poverty level	8.4%	5.5%	9.0%

Data from American Community Survey 2005-2007

† The Census defines a "household" as any occupied housing unit. A "family" is defined as a household with a number of related occupants.

¹² United States Census. *American Community Survey: 2008 Data Release*. , Web. 1 Sep 2009. <<http://www.census.gov/acs/www/Products/index.html>>.

¹³ Beck, Graham T. "Streets Safe for Walking: How cities are making their byways user-friendly." *AARP Bulletin Today* 23 Mar 2009: n. pag. Web. 1 Sep 2009. <http://bulletin.aarp.org/yourworld/gettingaround/articles/streets_safe_for_walking.html>.

¹⁴ State of Michigan Department of Energy, Labor, & Economic Growth. *Labor Market Information*. , 2009. Web. 1 Sep 2009. <<http://www.milmi.org/>>.

¹⁵ United States Bureau of Labor Statistics. *Unemployment Rates by State*. , 2009. Web. 1 Sep 2009. <<http://data.bls.gov/map/servlet/map.servlet.MapToolServlet?survey=la>>.

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Two particular income-related measures important to transportation planning are the numbers of children in poverty and the number of households that do not have access to a personal automobile. Both of these demographic measures indicate

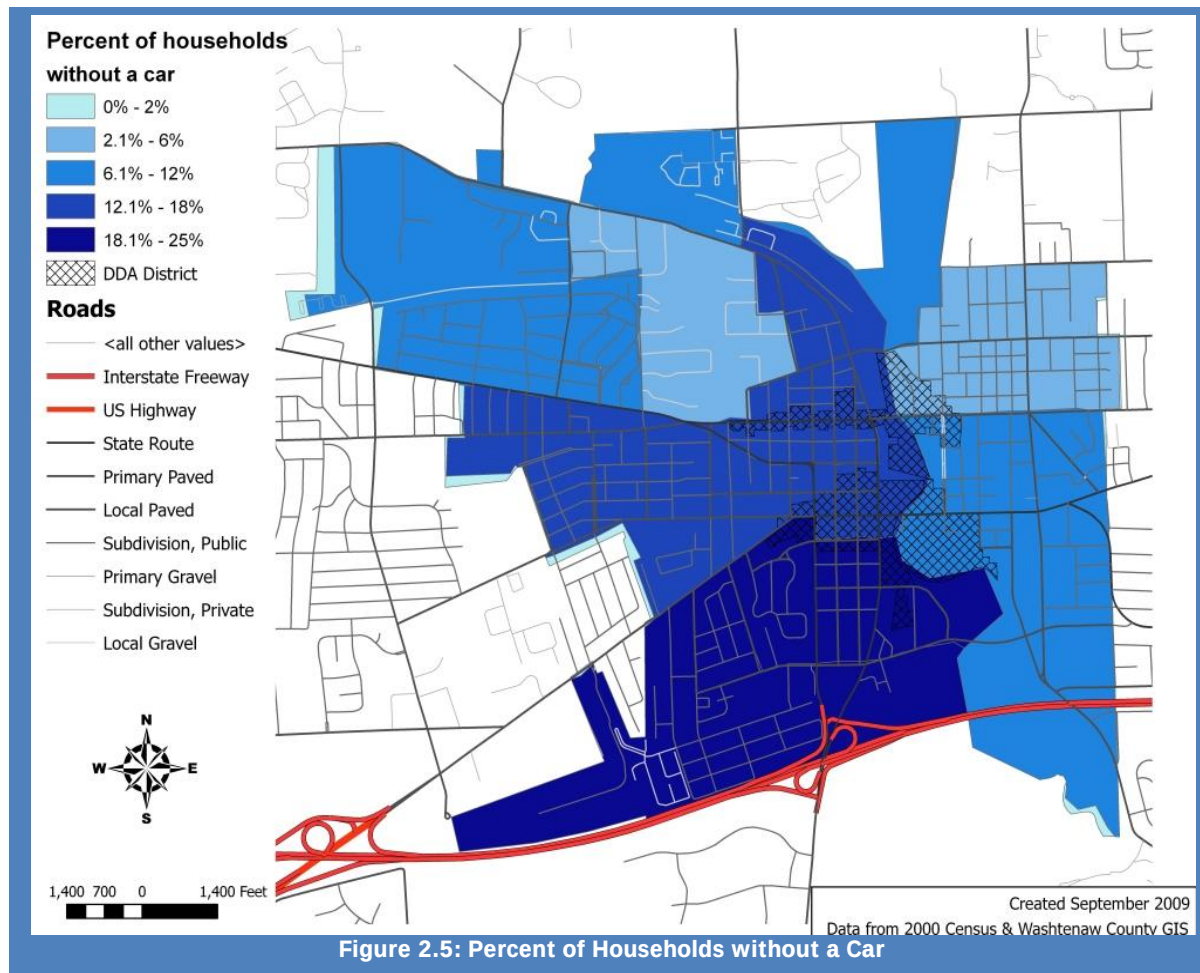
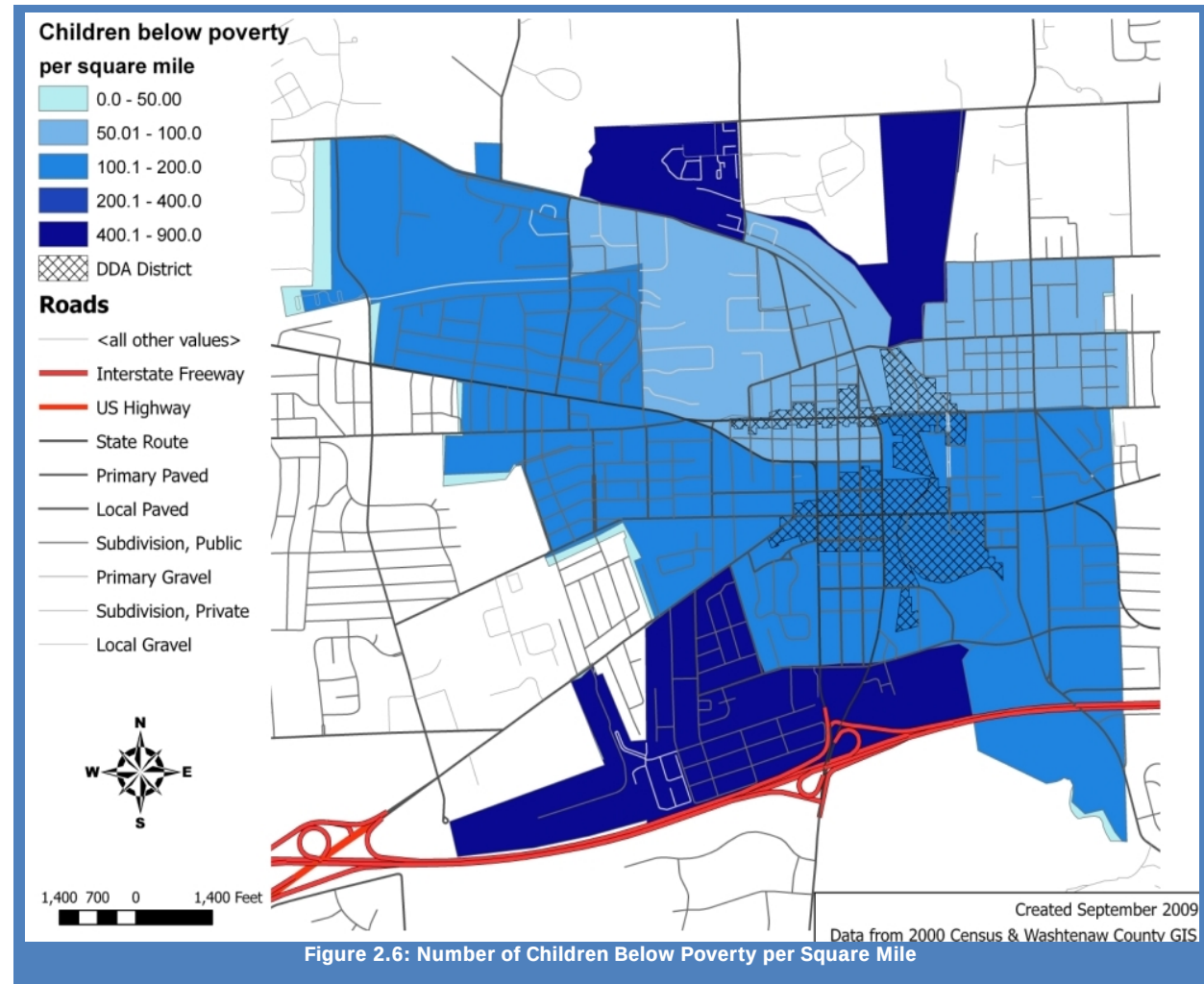


Figure 2.5: Percent of Households without a Car

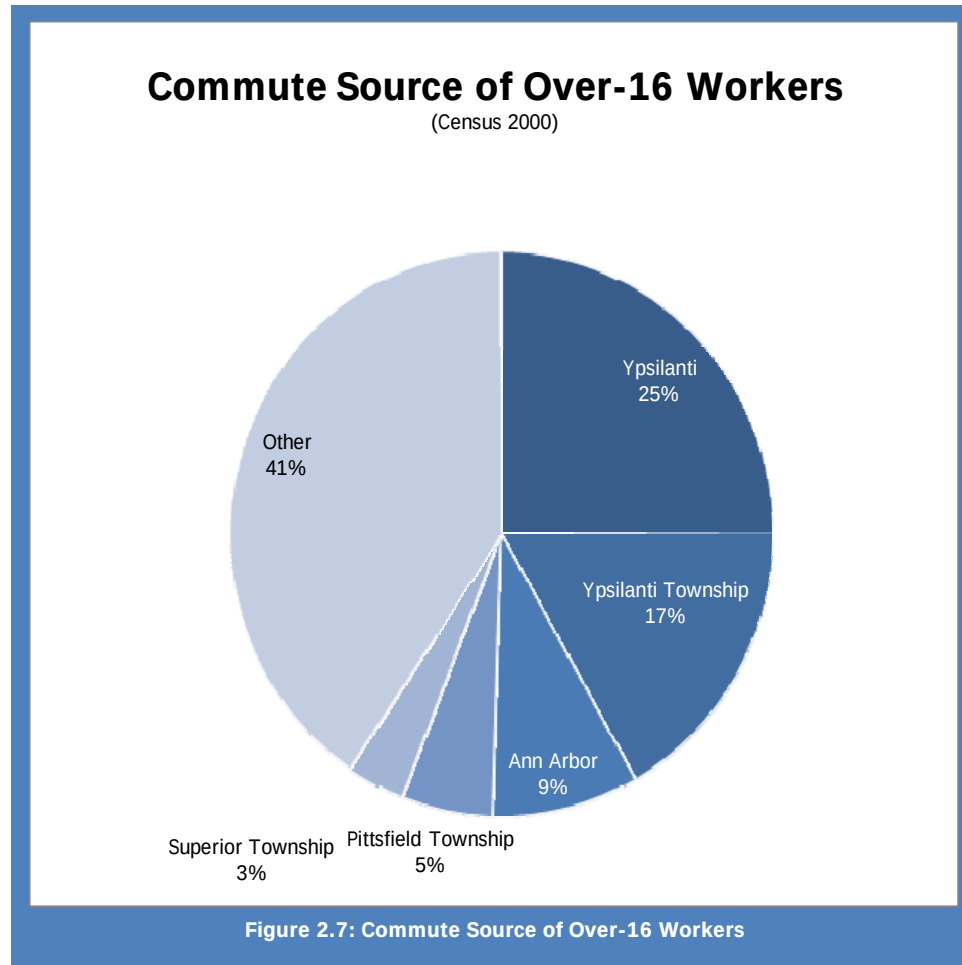
residents who have limited mobility, often relying upon inadequate non-motorized or transit options, and cannot easily access amenities that are further away. **Figures 2.6 and 2.7** show concentrations of these demographic groups by Census tract as of the 2000 Census. Both metrics showed the greatest concentration in the southwest portion of the City. The northern part of the City also had above-average concentrations of these populations.



Transportation

The City of Ypsilanti benefits from a location convenient to a major north/south highway (US-23) and a major east/west expressway (I-94), providing residents with easy access to amenities around the region and carrying visitors to Ypsilanti's

various special events, though posing challenges to non-motorized travel by creating walls of fast-moving vehicle traffic to cross. Washtenaw Avenue (Business Route US-23) and Michigan Avenue (Business Route US-12) also run east and west through the heart of downtown. The traditional, easily-understood grid pattern generally followed by Ypsilanti's streets lends itself to both motorized and pedestrian traffic, and the AATA serves to connect downtown Ypsilanti with its neighbors. The city features approximately 98 miles of pedestrian infrastructure, 5.55 miles of off-road bike routes, 3.71 miles of bike lanes, and many bus transit stops.



Those who work in the City of Ypsilanti get here through many means, but the majority drive alone. Carpooling and walking are in second and third place, with those who bring their work to them bringing up fourth. The number of those who walk to and from work is very high compared to national and state averages, indicating that Ypsilanti's pedestrian network is above-average as well. However, the fairly low percentage of people who take public transit show room for improvement in that area. Among those who commuted to work, it took them on average 19.7 minutes to get to work, less than the national average of 25.1 minutes.¹⁶

Non-motorized access

As much of Ypsilanti was platted and developed before widespread use of the automobile, the overall layout of the City is friendly to bicycle and pedestrian traffic. The grid layout of streets, the predominantly complete sidewalk network, the compactness of neighborhoods and business districts, and the distribution of parks throughout the community all contribute to this by putting people close to amenities and providing direct routes to essential destinations.

Ypsilanti Commute Data Geographic Comparison

(ACS 2005-2007)

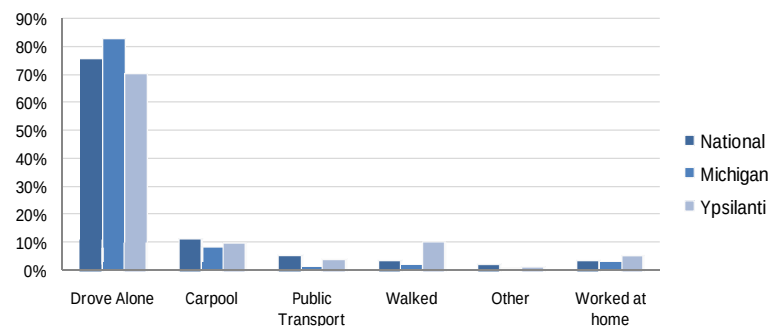


Figure 2.8: Ypsilanti Commute Data Geographic Comparison

Ypsilanti Commute Trends

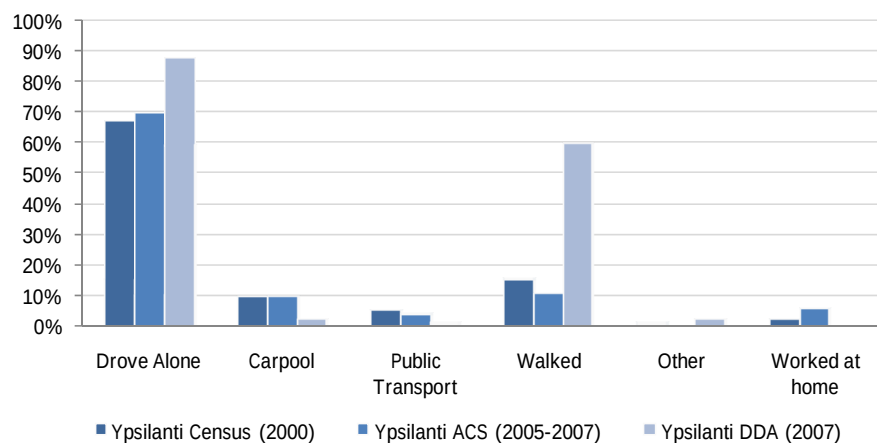


Figure 2.9: Ypsilanti Commute Data Trends

¹⁶ United States Census. *American Community Survey: 2008 Data Release*. , Web. 1 Sep 2009. <<http://www.census.gov/acs/www/Products/index.html>>.

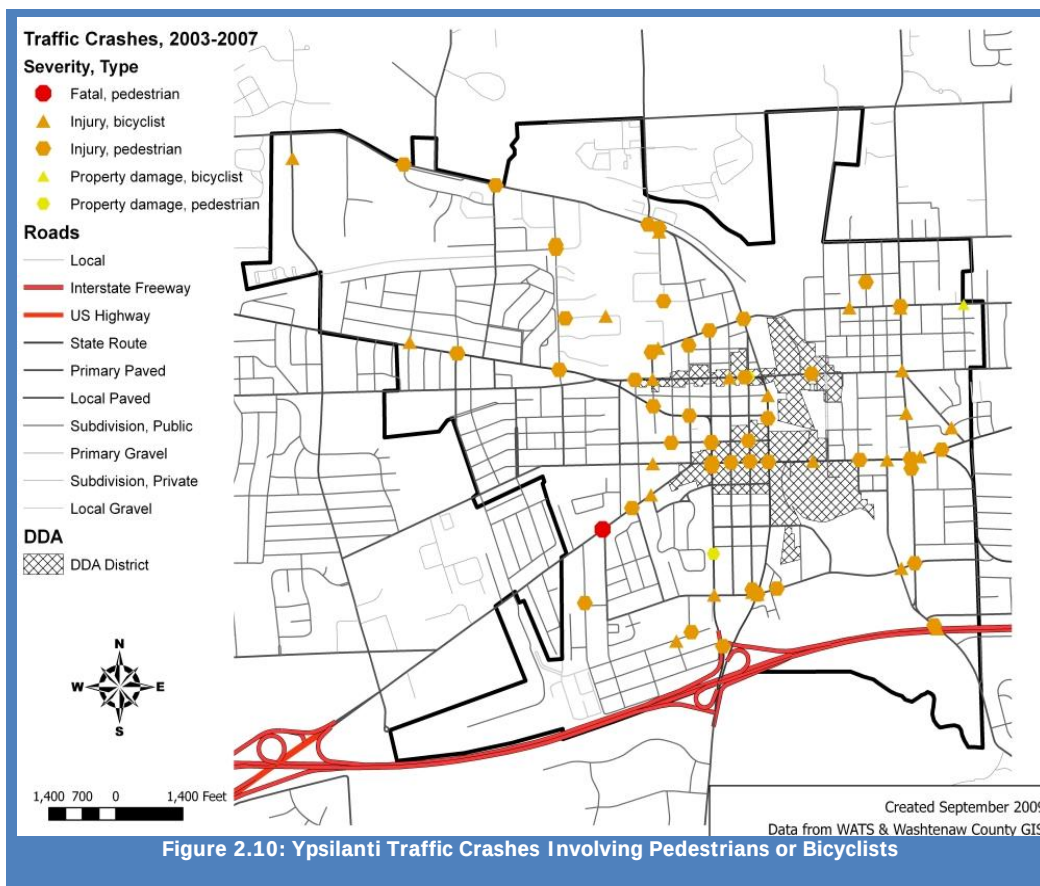


Figure 2.10: Ypsilanti Traffic Crashes Involving Pedestrians or Bicyclists

In pleasant conditions, biking and walking may be by itself a recreational activity, not merely a method of transport, as automotive commuting is generally regarded. The Border-to-Border Trail (see **Appendix X**) aims to build on and expand non-motorized access to parks, to serve the recreational needs of residents who walk and bike for recreation, and to connect communities throughout Washtenaw County.

Bicyclists and pedestrians still encounter barriers to reaching critical destinations, however. The major streets which provide motor vehicle access to, from, and through Ypsilanti are often hostile to bicyclists and pedestrians due to the quantity and speed of traffic, amongst other concerns. Many of these major routes

are predominantly one-way streets, which both prioritizes motorized speed and volume over provision of a good environment for bicycling or walking. At the southern end of Ypsilanti, Huron and Hamilton Streets cross over I-94, but this bridge has no pedestrian facilities, creating a barrier between Ypsilanti Township and the City of Ypsilanti that impedes non-motorized traffic both from the City and from the Township. The City and Township worked with WATS and the Michigan Department of Transportation in 2005 (see **Appendix IV**) to study options for a safe pedestrian crossing.

The perception of unsafe or unpleasant environmental factors can reduce willingness to walk or bike. Recently, local and regional efforts have assessed the environmental and psychological environment for non-motorized travel in Ypsilanti. The *2006 Non-Motorized Plan for Washtenaw County* inventoried existing sidewalk and bicycling routes and provided a list of capital improvements needed to complete these networks. The goals of that plan are presented at left, and the infrastructure deficiencies are extensively referenced in later chapters. The plan encourages thinking of non-motorized transportation options not only on their own but also in the context of a “complete streets” view of roadways as multi-modal transportation systems.

***Non-Motorized Plan
for Washtenaw County Goals (WATS)***

1. Create a countywide, non-motorized vision to provide complete sidewalk and bike facility networks and to support public transit service.
2. Increase awareness of non-motorized funding opportunities.
3. Institutionalize road agency and local community thinking regarding incorporation of non-motorized improvements as part of all transportation improvements.
4. Expand and enhance the non-motorized portions of the 2030 Long Range Transportation plan for Washtenaw County and the Washtenaw County Comprehensive Plan.
5. Improve safety for bicyclists and pedestrians.
6. Identify inter-county non-motorized connections.

The 2007 YDDA survey of downtown workers showed a strong relationship between distance to work and likelihood of walking or biking to work. No such relationship existed for carpooling or using public transit.

Mass Transit

Historically, Ypsilanti has had a healthy public transportation option in commuter rail, the interurban transport, and lately, the AATA bus system. The interurban service and commuter rail have long since been discontinued, but, commuter rail looks to be making a comeback in some form by late 2010. AATA bus service, however, is at risk due to funding difficulties.

The City of Ypsilanti currently has a purchase of service agreement with the Ann Arbor Transit Authority (AATA) to provide bus service to and from Ann Arbor, to and from the surrounding townships, and within the City of Ypsilanti itself. Four routes connect the cities, many currently terminating at the transit center on Pearl Street. The bus system runs seven days a week, but has limited service on weekends and during the evening hours. Door-to-door on-demand services are available through AATA's A-Ride service for people with disabilities, and through Northfield Human Services' People's Express system for those who meet income guidelines. There are several full-rate taxi services available as well.

Transit Plan for Washtenaw County Goals (WATS)

1. Recommend public transit service to promote economic vitality & quality of life in Washtenaw County.
2. Increase quantity and improve quality of transit service.
3. Improve mobility and access for residents using transit.
4. Develop education and advocacy program for transit plan.
5. Increase awareness of transit funding opportunities and identify opportunities for implementation of the plan.

These transit services provide access to crucial resources around the Ann Arbor and Ypsilanti area, such as Eastern Michigan University, Saint Joseph Mercy Hospital, the Veterans' Administration Ann Arbor Healthcare System, the University of Michigan, and Washtenaw Community College. As AATA service within Ypsilanti is supported through a contractual payment from the City, however, the City's financial situation has raised questions about how support for this service can be continued in the future, with discussion including a dedicated millage, fare increases, and long-term efforts at building regional support. The *2008 Transit Plan for Washtenaw County* by WATS, the goals of which are presented above, looks to broaden support for and access to transit service through the County.

Chapter 3: Process

This plan was developed from March 2009 to December 2009 by City of Ypsilanti Planning & Development staff and stakeholders, including representatives from the City's Planning Commission and Parks and Recreation Commission. During this period, the stakeholder group typically met once a month, holding a working session devoted to some aspect of the plan.

Initial Analysis

Staff reviewed the 2006 *City of Ypsilanti Master Plan*, the 2006 *Non-Motorized Transportation Plan for Washtenaw County* and 2007 *Transit Plan for Washtenaw County*, and the 2008-2012 *Parks & Recreation Master Plan*. Staff also reviewed other related City and regional plans, including the 2008 *Ypsilanti Downtown Blueprint*, the 2004 *Eastern Michigan University Master Plan*, prior Promoting Active Communities self-assessments, and various student projects, project studies, and other data.

Based on this background information and input from stakeholders, a vision and four primary goals were formulated for the plan, presented in **Chapter 4: Vision & Goals**. Recognizing the importance of maintaining and building upon the efforts of other entities, those goals place the City's role in the transportation system as providing an efficient, safe, and welcoming network in cooperation with non-profits, neighboring communities, and regional entities.

Stakeholder Input

Stakeholder representatives from throughout the City and neighboring communities were invited to take part in the planning process, as were members of community and advocacy organizations. These stakeholders included neighborhood associations, planning professionals, Eastern Michigan University employees, bicycling and walking enthusiasts, and disabled persons, for a total of thirty-seven stakeholder representatives, named on **page viii**. Six group meetings were held with these stakeholders, as well as many one-on-one conversations.

Agendas from these meetings are included in **Appendix II**.

Public Input Surveys

Over the course of July and August, the staff surveyed users of the transportation system. The surveys were designed to gather information about common non-motorized routes through Ypsilanti, as well as to collect feedback about barriers to walking, biking, and taking public transit. The surveys were available to participants interactively online, as a printable PDF, and on paper. The surveys were distributed through email to each neighborhood association as well as members of the public; through Ypsilanti Community Policing Action Council (CoPAC), an association of neighborhood associations; at City Hall; on the City's website; and at the July 28th Farmers' Market.



July Public Meeting / City of Ypsilanti

In total, seventeen bikeability and nineteen walkability/accessibility surveys were returned. Future outreach efforts could include distribution at local business, through local schools (when in session), door-to-door surveys, or coordination with non-profit organizations that work with Ypsilanti's residents. During implementation of major plan elements, such as those outlined in **Chapter 8: Build**, additional work should be performed to identify and engage stakeholders. The complete survey forms and results are provided in **Appendix II**. Results are also referenced throughout the plan.

Farmers' Market Input

Staff had a booth at the Downtown Ypsilanti Farmers' Market on July 28th, 2009. Surveys were distributed, as were maps, magnets, and other transportation-related "freebies" from the Ypsilanti DDA, the AATA, and the League of Michigan Bicyclists. The public meeting two days hence was advertised. Three large sheets of paper and markers were provided for interested passerby to answer the prompts "I like biking/walking in Ypsi because...", "I don't like walking/biking in Ypsi because...", and "Fantastic Ideas." A wide variety of feedback was recorded. This feedback is included in its entirety in **Appendix II**, and is referenced in throughout this plan.

Public Meeting Input

A public meeting was held on July 30th. This drew a diverse audience of seventeen members, including residents who use wheelchairs and live in low-income housing, planners from neighboring communities, and bicycling and walking advocates. Participants were divided into groups of three to six participants per table, each with a set of Ypsilanti maps, markers, and scratch paper. They were asked to mark on the map current deficiencies and desired improvements. Primary biking and pedestrian routes, as well as critical inter-neighborhood connections, were identified as part of this process. Participants placed heavy emphasis on snow removal and accessibility as well. Written record of this feedback is presented in **Appendix II**, and is referred to throughout this plan.

Action Plan Generation

From the assessment of current conditions, Vision & Goals, public input process, and community physical and demographic factors, staff and stakeholders generated recommendations for the City's multimodal transportation system and prioritized those recommendations into the action plan presented in **Section III**.

Public Review and Adoption

The draft plan was made available for public comment on 15 December, 2009. Within the City, copies of the draft were placed at City Hall. The plan was available as a PDF for download from the City's website, and a notice of the downloadable copy sent via email to community groups. Copies of the plan were provided to City Council members, the Planning Commission, and the Recreation Commission.

The plan was also sent to a number of regional entities for review, including the Washtenaw County Planning and Environment Department, Public Health Department, and Parks and Recreation Commission; the Ypsilanti Public School District; Eastern Michigan University; Washtenaw Area Transportation Study; the Ann Arbor Transit Authority; local utilities and railroads; Washtenaw County Road Commission; Michigan Department of Transportation; and the Planning Departments of Ypsilanti and Superior Charter Townships. A notice including information on the public hearing was placed in the Ypsilanti Courier, the paper of record, on 04 March, 2010.

On 17 March, 2010, the Planning Commission held a public hearing on the draft plan. Comments were heard from community members, and a summary of written comments received was provided to the Commission and the community

City of Ypsilanti

members in attendance. As a result of comments received on the draft plan, the Commission recommended adoption. The Commission adopted the plan on 10 March 2010. The notices, resolutions, and minutes for the meetings mentioned above are included in **Appendix VIII** for reference.

Chapter 4: Vision & Goals

Vision

This plan envisions a future in which Ypsilanti has a built and cultural environment that supports and encourages safe, accessible, comfortable and convenient transportation options for people and goods throughout the City and into surrounding communities. Residents and visitors enthusiastically choose to walk, bicycle, and take public transit over using a personal automobile. These choices lead to a safe transportation system, an environmentally sustainable City, a fantastic quality of life for residents, and neighborhoods and business districts that are stunningly attractive.

Goals

1. Cultivate and maintain an accessible, equitable, and practical multi-modal transportation system that provides for the effective movement of people and goods not only within the City, but also to neighboring jurisdictions. The success of this goal will be measured by an increase in lineal bicycle lane miles, an increase in lineal sidewalk feet, an increase in the number of sharrows and Share the Road signage, and an increase in the number of ADA-compliant curb ramps.
 2. Provide a safe transportation system for both motorized and non-motorized users. The success of this goal will be measured by a decrease in traffic citations given, a decrease in the number of traffic crashes involving pedestrians and bicyclists, and a decrease in snow removal complaints.
 3. Protect the environment, including the significant historic, natural, and scenic resources of the City of Ypsilanti.
 4. Increase awareness of the ways all users can integrate motorized and non-motorized modes of transportation.
- The following chapters address these goals through administrative and legislative means, by setting maintenance standards, and through strategies for building infrastructure and capacity.





Chapter 5: Administer

During the public process, changes to City policies, regulations, and ordinances that would foster a robust multimodal transportation network were identified. In this chapter are recommendations borne of that process that will help ensure that future development minimizes adverse impacts on accessibility, instead promoting design that reduces the need for and use of single-occupant automobiles by removing barriers to the use of alternate means of transportation.

Adopt a “Complete Streets” ordinance. “Complete Streets” refers to streets that safely accommodate bicyclists, pedestrians, public transportation passengers, and users of all ages and abilities. The promotion of capital improvements that are planned, designed, and constructed to encourage walking, bicycling, and transit use increases the general safety and welfare all users of Ypsilanti’s transportation network. Complete streets guidelines encourage compliance with ordinances and speed limits through physical design standards. Furthermore, many roads are currently overbuilt, meaning they are built as though they were intended for a high volume of high-speed traffic, but are not currently required to handle either. Examples include Hamilton and Huron south of Michigan Avenue, which due to the currently high speed of traffic and scarcity of pedestrian crossings, discourage non-motorized connectivity and encourage disregard of the posted speed limit.

Passage of this ordinance is particularly important due to the current lack of a comprehensive capital improvements plan. Due to this lack, the Planning Commission is currently reviewing capital improvements projects on a case-by-case basis. The recent Michigan Planning Enabling Act (Act 33 of 2008) requires Planning Commission review of a comprehensive capital improvements plan, however. Having such a document available for review would enable the Planning Commission to check not only for the “completeness” of projects, but compliance with this non-motorized plan and the Master Plan.

Suggested language: Appendix I, 5.1, Complete Streets.



www.pedbikeimages.org / Dan Burden

Surveys conducted as part of the Blueprints process indicated both visitors and business owners believed that walkability, traffic circulation, and parking were important issues to address in downtown Ypsilanti.

Review requirements for loading zones in commercially zoned areas. The presence of specially designated loading zones discourages use of sidewalks, bike lanes, and other inappropriate spaces for loading and unloading vehicles. Currently, B3-zoned areas, which comprise the majority of the central business district, are exempted from the zoning ordinance's on-site loading space requirement. Loading space requirements in other districts are seemingly geared towards allowing space for tractor-trailer deliveries. Revise these requirements so that loading spaces for vehicles such as delivery vans are included in commercial, mixed-use, and high-density residential zones; lower minimum space requirements for tractor-trailer delivery spaces, as the need for these spaces is highly variable, depending on the business therein.

Current language: Chapter 122, Article XIII, Section 122-839: Off-street loading space requirements.



Streetswiki

Grant pedestrians the right-of-way when using street crossings without a stop sign or traffic light for oncoming traffic, known as unsignalized crossings. An example would be those at Cross between Oakwood and Summit, or at Pearl and North Huron. The high speed and volume of traffic at many existing unsignalized crossings is dangerous and generally discourages would-be pedestrians from using them. By granting, signing, and enforcing pedestrian right-of-way, these crossings may become safer and more commonly used, as well as bringing average speeds on these streets back in line with posted speed limits. Additionally, the City might explore creation of more unsignalized crossings at areas with high pedestrian volume, such as Ferris Street and Hamilton, linking senior housing to downtown amenities, or at Courtland and Washtenaw, where two multifamily developments sit directly across the street from neighborhood retail.

Suggested language: Appendix I, 5.3, Unsignalized Crossings.

Amend the language of the bicycle registration ordinance to remove the mandatory registration clause. Currently, users and owners of bicycles are required to register their bicycles with the Ypsilanti Police Department, and pay a fee to do so. The intent of this program is to aid in the recovery of stolen bicycles, but due to low levels of compliance, recovery rates are likewise low. Stakeholders have expressed concern that due to low resident awareness of this ordinance, enforcement could discourage nascent bicyclists from purchasing and using bicycles within the city. Amending this language would re-frame the ordinance as a tool for residents, not a threat.

Suggested language: Appendix I, 5.4, Bicycle Registration.



Rolling Meadows, Illinois

Incorporate bicycle parking into zoning & development guidelines. Bicycle parking, much like automobile parking, is crucial for users of those vehicles. However, unlike automobile parking, there are currently no standards, let alone consistent standards, for construction of these spaces. By requiring bicycle parking be provided during development, and providing standards for this parking, we help to allow practical bicycle access while providing developers and businesses with clear and legible guidelines. Furthermore, re-assessing current required levels of motor vehicle parking may allow these requirements to be reduced, which can not only aid non-motorized transportation but also encourage use of the City's limited real estate for economically active uses.

Current language: Chapter 122, Article XIII.



YDDA survey respondents indicated that they would be more likely to bike to work if there were more bicycle facilities available.



i. Update the general parking and loading requirements to require bicycle parking and to distinguish it from motor vehicle parking.

Currently, the general parking and loading requirements do not address bicycle parking at all, nor do they distinguish between types of vehicle parking or types of motor vehicles. Bicycle parking should be incorporated as distinct from motor vehicle parking; it may also be advisable to consider incorporating requirements for motorcycle or motor scooter parking, as these vehicles seem to be locally popular.

Suggested language: Appendix I, 5.5i, Distinguish Bicycle Parking from Motor Vehicle Parking.

ii. Institute design standards for bicycle parking. By adopting standards similar to those already in use by Ypsilanti's neighbors in Southeast Michigan, such as Ann Arbor, we provide clarity and a predictable experience for both developers and users.

Suggested language: Appendix I, 5.5ii, Bicycle Parking Facilities.

iii. Update current parking quantity requirements to ensure bicycle parking and motorized vehicle parking levels are appropriate. The parking ratio table should also be brought in line with current use definitions in the zoning ordinance for usability.

Current language: Chapter 122, Article XIII, Sec. 122-836: Table of required number of parking spaces.

iv. Review the “fee in lieu of parking” ordinance. The current ordinance only provides for public parking in place of private parking, but could be leveraged to provide for non-motorized transportation in place of motor vehicle parking. Consider modifying this ordinance to allow for public provision of bicycle parking facilities, substantial pedestrian improvements, or transit facilities, and consider expanding this ordinance’s application beyond the central business district.

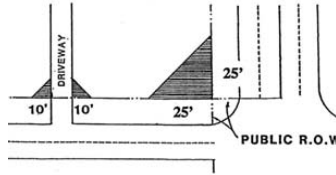
Current language: Chapter 122, Article XIII, Sec. 122-841: Fee in lieu of providing off-street parking.

“Cities can also give developers the option to reduce the demand for [motor vehicle] parking rather than increase the supply, and this modest reform will create substantial benefits for all parties:

1. The reduced demand for parking can shift land from parking spaces to activities that employ more workers and yield higher tax revenue.
2. By reducing the number and size of parking lots, reducing the demand for parking improves urban design.
3. Employers use their savings from providing less parking to offer new fringe benefits—[transit passes] or parking cash out—for commuters. This new fringe benefit resembles a wage increase that helps recruit and retain new workers.
4. Commuters gain new fringe benefits—free public transit or cash payments—beyond the usual offer of free parking to work.
5. Developers and property owners save money. They can replace a high capital cost for parking with a low annual cost for public transit, parking cash out, or car sharing. Fewer vehicle trips reduce a project’s environmental impact and can help developers satisfy traffic mitigation requirements.
6. Supply-side capital subsidies for required parking are converted into demand-side subsidies for public transit, and the increased transit ridership enables transit agencies to improve service.
7. Fewer vehicle trips reduce traffic congestions, air pollution, and energy consumption.

[...] The low cost of reducing the demand for parking compared with the high cost of increasing the supply shows that [transit passes] and parking cash out are cost-effective strategies... [that] can probably achieve good results in other cities.”

Shoup, Donald. *The High Cost of Free Parking*. American Planning Association, 2005. Print.



Ordinance 122-649, fig 1

An overwhelming majority of walkability- and accessibility-related comments noted that snow and ice accumulation were significant barriers to walking, biking, or otherwise using a form of non-motorized or alternative transportation during the winter.



Review current ordinances regarding landscaping and fencing to ensure that pedestrians are visible to vehicles at potential points of conflict, such as crosswalks, alleys, and driveways. Motor vehicle drivers may unknowingly block the path of pedestrians or bicyclists when they pull out of a parking lot, driveway, alley, or around a corner. By ensuring that drivers of these vehicles can see those who may be on the sidewalk or in the bike lane, and those using the sidewalk or bike lane can see motor vehicles, we reduce potential conflicts.

Suggested language: Appendix I, 5.6i Parking Area Landscaping, 5.6ii: Front Greenbelts, 5.6iii: Front Fencing, 5.6iv: Parking Lot Screening.

Review snow and ice removal ordinances and policies for clarity, consistency, and adequacy to ensure that mobility and accessibility are preserved. Currently, confusion exists amongst residents and property owners regarding snow removal on sidewalks; specific and vociferous confusion exists regarding the accumulation at which snow removal is required and who is responsible for the removal. This results in inconsistent snow removal throughout the city, from central business districts to residential areas. Conversations with stakeholders indicate that accumulation of greater than one inch of snow is too much for motorized wheelchair users to overcome, and accumulations of greater than four inches is too much for all but the most dedicated of healthy, able-bodied pedestrians to overcome. Thus, setting a threshold of removal of less than one inch is prudent.

Current language: Chapter 94, Article V, “Snow removal.”

Consider re-instating the “Adopt-a-Street” program. Encouraging neighborhood associations and community organizations to adopt a street, bike lane, or sidewalk would help maintain these facilities as well as help build a sense of ownership and community around them. This process could be similar to the existing Adopt-a-Park program.

Cities with active Adopt-A-Street programs: Seattle, Washington; Greensboro, North Carolina.

Empower residents and businesses to participate in transportation network-building, such as provision of public bicycle parking and public benches for pedestrians. This participation will not only provide facilities to users of the non-motorized network, but will also invest neighboring properties in network completion and help reduce direct costs to the City. Businesses and property owners have expressed interest in this issue previously, even collaborating with the DDA to install several bike racks in the DDA districts; however, clarity about who bears the cost of the structure, the installation and long-term maintenance has prevented several businesses from taking part in this project.

Suggested language: Appendix I, 5.9: Donations to the City to be Placed in the Right-of-Way.



Review and revise the current sidewalk occupancy standards and permit process. Ensure that businesses and festivals, when conducting business or placing signage on the public right-of-way or sidewalk, allow for a clear path of travel. Currently, the section of City of Ypsilanti code governing outdoor businesses, including those in the right-of-way, is part of the zoning code. It limits its purview to sidewalk occupation by adjacent food service businesses only, not vendor carts or adjacent retailers. Sidewalk occupation ordinances could be revised to include provision for vendor carts or tables, advertising signs such as sandwich boards, or sidewalk sales. Furthermore, it would likely enhance the clarity of such ordinances to separate provisions for outdoor cafes in the right-of-way, vendor carts, and other forms of sidewalk occupation from Chapter 122, “Zoning,” to Chapter 94, “Streets, Sidewalks and Certain Other Public Places.” Cooperation with the YDDA during this revision is strongly recommended.

Recommended changes: Appendix I, 5.10: Sidewalk & Right-Of-Way Occupation.

Create standards for openings and fixtures in sidewalks, such as vaults and utility accesses. Standards are currently in place regarding direct work on or under the streets and sidewalks, as well as temporary patches and fixes, but do not provide for long-term installations in the right-of-way.

Suggested language: Appendix I, 5.10: Openings and Fixtures in Sidewalks.

Update sidewalk construction standards to allow use of permeable pavements, such as brick, concrete pavers, permeable concrete, recycled rubber pavers, and other materials. Currently, the sidewalk standards call for sidewalks to be constructed using only Portland cement, unless other materials are approved by the Historic District Commission, thus limiting the use of alternate materials to the historic district. Advances in paving materials, however, have made such a specific requirement obsolete. Furthermore, the Border-to-Border Trail construction is generally of asphalt, in accordance with American Association of State Highway and Transportation Officials' standards, and as completion of the Border-to-Border Trail is desired, allowing the use of such materials in certain circumstances might be desirable. By updating and publicizing sidewalk construction standards, we enable the construction and completion of a functional, environmentally-sensitive, and historically appropriate sidewalk network.

Current language: Chapter 94, Article VII, Divisions 2 & 3.

Provide accurate and complete guidelines for working with the Department of Public Services for trees planted in the lawn extension. Such provision will enable and encourage property owners to help maintain and create tree-lined streetscapes. Current confusion regarding responsibility for upkeep and replacement prevents proactive property owners from attempting to engage in these tasks.

Current language: Chapter 110, Article II.

Consider compact, higher-density, mixed-use land use designations during land use planning decisions, such as the Master Planning process. These land use designations contribute to both the historic and natural environment of Ypsilanti. Historically, Ypsilanti has been relatively dense, and so ensuring that density can be built would maintain the historic character. As denser development requires fewer resources in the long-term, it is also more ecologically sensitive.

Review the intent and application of the existing Student Overlay district, the Residential-Commercial Overlay district, and Entryway Overlay district.

The intent of the Student Overlay district is to allow for denser development and more pedestrian-focused infrastructure, but motor vehicle parking requirements are still high relative to this intent, and bicycle parking is not mentioned. Furthermore, as the intent of this overlay district as stated is to be *less* restrictive than the underlying zoning, this plan advises considering making this overlay district into a regular zoning district.

As the intent of the Residential Commercial Overlay and the Entryway Overlay appear to be similar, and frequently overlap, this plan recommends reviewing the intents, specific regulations, and geographic bounds of these districts to reduce confusion, increase clarity of purpose, and maximize opportunities for multimodal transportation. This could include increased density, more pedestrian and bicycle accommodation requirements, or more highly visible pedestrian and bicycle accommodations.

Current language: Chapter 122, Article VII, Division 3, “S Student Overlay District,” Division 4, “RCO Residential-Commercial Overlay District,” and Division 5, “Entryway Overlay District.”

Reword B4 zoning Section 122-411 “Description & Purpose.” The extant wording begins “The B4 general business district is designed to provide for a variety of commercial uses, including more intensive commercial uses not permitted in the B1, B2, and B3 districts and *which can be incompatible with pedestrian movement.*” More intensive uses are not necessarily incompatible with pedestrian or non-motorized transportation, and as the B4 zones are currently served by public transit, need to also be served by non-motorized infrastructure. Removal of the clause “...which can be incompatible with pedestrian movement” would clarify this and perhaps help address resistance to non-motorized system development seen in developers in the past. Consider replacing this clause with “...due to this intensity of use, may require special attention to developing and maintaining safe and accessible pedestrian access.”

Suggested language: Appendix I, 5.15: B4 Zoning Description.



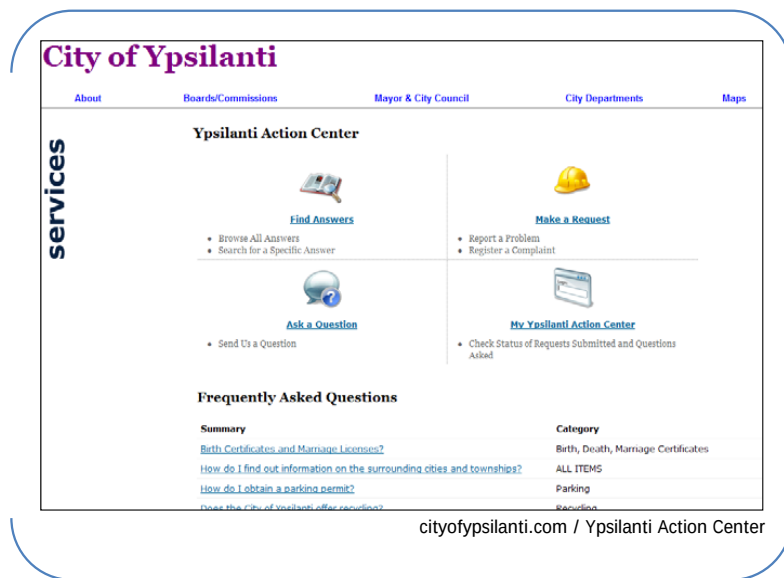
Chapter 6: Maintain

Even the best-built sidewalk, bench, bike rack, or curb cut needs to be maintained for it to remain useful. By ensuring that maintenance responsibilities are clear, consistent, and enforced, we can ensure that Ypsilanti's infrastructure contributes to a welcoming atmosphere and has a long, useful life. This chapter aims to help clarify maintenance responsibilities, suggest methods to ensure maintenance is performed, and standards by which infrastructure condition can be judged.

Adopt and publish prevailing American Association of State Highway and Transportation Officials (AASHTO) construction standards for non-motorized facilities, per the recommendation of the 2006 *WATS Non-Motorized Transportation Plan*. Currently, those who wish to construct or repair sidewalks or curbscuts must seek out verbal guidance from the Department of Public Services. Adopting nationally recognized standards and publishing them would reduce the demand for staff time on this routine matter and, in conjunction with Americans with Disabilities Act standards, enable uniform construction throughout the City.

Ensure that each intersection has visible and consistent street signs to aid navigability. Residents and visitors to Ypsilanti frequently mention the difficulty of navigating Ypsilanti as a barrier to visiting its commercial areas by any means of transportation. By adequately signing Ypsilanti's streets and central business district, we can reduce this barrier.

Monitor the transportation system using crash, speed, snow complaint, mode-split, transit ridership, and sight distance data, as well as other tools which may become available, to identify and mitigate safety problems. Monitoring the whole transportation system is important to ensure that it is functioning well and that safety issues are not barriers to use; if not, to identify physical deficiencies, enforcement issues, and public education opportunities that need to be addressed, the timeframe they need to be addressed in, and with what level of urgency.



Empower residents to participate in the code enforcement process. To reduce the frustration and powerlessness often felt by residents who encounter a deficiency in the transportation system, publicize the Ypsilanti Action Center, an existing online problem-reporting interface for residents, and an easy administrative means of recording, reporting, and responding to code enforcement and other issues. Ensure that City staff are utilizing this process as well and giving feedback to citizens when issues are being addressed.

Prioritize maintenance projects that bridge service or infrastructure gaps, improve and maintain critical links between both modes and locations, and attend to equity issues. See **Chapter 10: Prioritize** for a series of questions that may help rank projects.

Institute a system of proactive, targeted maintenance enforcement on major routes and intersections. Detailed examinations of the area immediately around these facilities can identify and address issues from sidewalk condition to motor vehicle traffic, providing a basis for improving the safety and enjoyment of biking or walking. Walkability audits would be most appropriate within a one to two block radius, while a bikeability audit could be community-wide. These audits could be performed as neighborhood groups, schools, or other partners were interested in participating. Although scattered non-motorized evaluations have been made in recent years, including 2004 and 2008 walking audits of downtown and a 2009 walkability audit of Depot Town, a more coordinated and widespread evaluation program would help prioritize future projects.

Provide special attention to the area within a half-mile radius of the planned Ann Arbor to Detroit commuter rail stop in Depot Town. The Federal Highway Administration identifies one half-mile as a reasonable outer bound for walking trips to access commuter rail. All of Depot Town, as well as parts of downtown and Eastern Michigan University, are within this distance. Thus, this area has a high potential to become an entry point and locus of activity for non-motorized users. Ensuring that maintenance, signage, and facilities are consistent and excellent throughout this area will help facilitate their movement.



The Oregonian / Fredrick D. Joe

Provide special attention to the area within a three-block radius of the Ypsilanti Transit Center. The bus system is crucial in the transportation of many Ypsilanti residents and visitors, and has the potential to become more heavily-utilized with the construction of the commuter rail stop. Maintaining facilities and signage in this area will help to ensure that using this service is a positive experience for all who use it.



www.pedbikeimages.org / Dan Burden

Aggressively enforce snow removal standards on non-motorized facilities such as bike lanes and sidewalks.

There exist no provisions to ensure that on-street bicycle lanes or non-motorized pathways are kept clear of snow and ice. Motor vehicle snow routes are generally limited to the state trunklines, many of which have significant non-motorized deficiencies, thus rendering snow removal there of little use to those who do not drive a personal automobile. These trunklines include part or all of Michigan Avenue, South Hamilton, South Huron, West Cross, North Huron, Ecorse, Washtenaw, and North Hamilton.

High-priority routes which should be included in snow removal enforcement include those linking residential areas to Eastern Michigan University; grade schools; the central business district; lifeline resources such as pharmacies, doctors' offices, and City services; and roads with bus stops.

Enforce traffic ordinances, such as turn signal use, encroachment on crosswalks, speed limits, bicycle use, and pedestrian right-of-ways. Both law enforcement officials and other stakeholders spoke of the importance of enforcement, both from a public safety perspective as well as a public awareness and education standpoint. By periodically targeting enforcement, Ypsilanti can better manage budget impacts.

Chapter 7: Coordinate

Road agencies such as the Washtenaw County Road Commission, Michigan Department of Transportation, Ypsilanti Community Utility Authority and the City of Ypsilanti own and are responsible for maintaining various pieces of the City's road network. Land use within Ypsilanti is generally the responsibility of the City, with the exception of the land controlled by EMU, Ypsilanti Public Schools, and other government agencies. As a result of this patchwork control, there is often a disconnect between land use and transportation that creates situations where improvements are not continuous or where responsibility is ill-defined. All stakeholders need to be involved when transportation decisions are made, so that improvements can be similar, continuous, and based on a regional vision. Ypsilanti can leverage the connections it makes as part of the Washtenaw Metro Alliance, Greenways Advisory Committee, Washtenaw Area Transportation Study, and the Southeast Michigan Council of Governments to ensure that this coordination takes place.

Create a Non-Motorized Transportation Advisory Committee that includes members of the Planning Commission, the Parks & Recreation Commission, the YDDA Board of Directors, and other stakeholders. This group would ensure that mobility and accessibility needs and goals put forth in this plan are met by championing implementation of its recommendations.



Support the establishment and improvement of critical multimodal transportation linkages between jurisdictions throughout the County. These linkages can include park-and-ride lots, the Border-to-Border Trail, and transit stations.

Preserve current and planned rights-of-way for the transportation system. One such planned right-of-way is adjacent to the Huron River; such a right-of-way would serve conservation, recreation, and transportation needs.

Work with the Michigan Department of Transportation and Washtenaw County Road Commission to review the appropriateness of one-way streets, speed limits, left turns, and turning radii throughout the City. In the long run, this may include: restoring two-way traffic to Huron, Hamilton, Cross, and Washtenaw; working to lower 85th-percentile

City of Ypsilanti

speeds¹⁷ on selected streets; and building pedestrian bump-outs in areas with potential or realized high volumes of non-motorized traffic. Especial consideration should be given to restoring two-way traffic on Cross and Washtenaw, as well as on North Huron and Lowell, due to the potentially high number of train commuters seeking access to Depot Town.

Work with MDOT to revise light timings, locate pedestrian crossing buttons, and adjust traffic light sensors.

Pedestrian surveyed noted that crosswalk lights did not consistently allow adequate time to cross the streets, and that non-functional or confusing crossing buttons often caused more frustration than intersections without buttons, where pedestrian crossing was simply part of the light cycle. This frustration can lead to noncompliance, which can be extremely dangerous, especially at high-volume or limited-visibility crosswalks. Bicyclists surveyed noted that traffic lights that require activation, rather than relying upon timing, were impossible to activate by bicyclists. This forced either very long waits at the light or noncompliance, both of which can be dangerous.

Coordinate public parking in the central business district through the YDDA. By coordinating public parking supply in these high-demand and high-traffic areas through a single entity, we can ensure not only a steady supply of uniform parking for all users, but also legible and consistent wayfinding, design, multimodal connections, and pricing. The YDDA would need to recapture the operating costs of the parking as well as set aside some portion for long-term maintenance and capital improvements of the lots, but some portion of the revenue should go to the City general funds to ensure that the lots are well-integrated with a highly functional citywide transportation network.

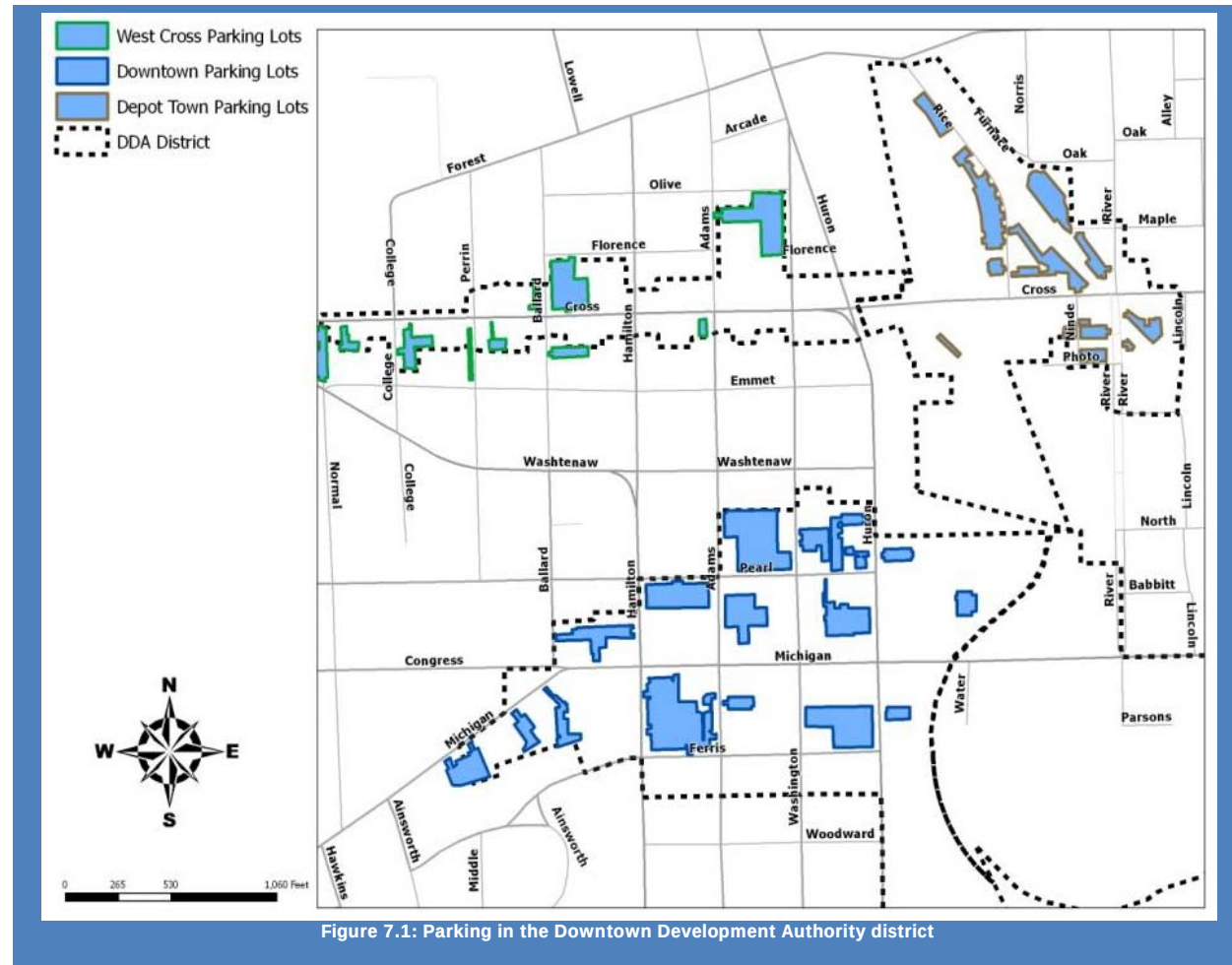
Coordinate site plan review with the AATA on sites that are adjacent to a major bus route. Currently, the AATA coordinates site plan review with the City of Ann Arbor and surrounding townships. By coordinating site plan review with the AATA, the City will ensure integration with the AATA's mass transit system.



Work with AATA, local community organizations, and local businesses to improve the accessibility, usability, and attractiveness of bus stops. Publicize and encourage the AATA's "Adopt-A-Stop" program, which recognizes and supports those who volunteer their time and effort to keep bus stops tidy and accessible.

¹⁷ *Speed Zoning Information*. 2008. Institute of Transportation Engineers, Web. 1 Sep 2009. <http://www.ite.org/standards/speed_zoning.pdf>.

Work with current property owners, current business, and prospective property owners and businesses to bridge gaps and complete the “last mile” of network-building. By cooperating with these stakeholders and property owners, especially during the site plan review process, the City might be better able financially to address projects as they come, rather than relying purely on its own priorities and budgetary constraints. The City may be able to put in place a system of incentives for non-motorized network completion projects, perhaps in the form of reduced motor vehicle parking requirements.





Chapter 8: Build

Components of Ypsilanti's transportation are currently incomplete. Several of these deficiencies have been called out in the *Non-Motorized Plan for Washtenaw County* and in other studies. This chapter calls particular attention to several critical disjunctions and prioritized the remedying of deficiencies. Approximate costs are given, but as these are only rough approximations, it is not recommended that these be included in a budgeting process or as an indication of final cost.

Survey respondents and public participants overwhelmingly indicated that they wanted a safe non-motorized route over I-94 at Huron, as well as a safer crossing over I-94 at Grove. At Huron, those who lived in the City wanted easier access to the shopping center and main library branch; those who lived in the Township wanted easier access to downtown, Depot Town, farmer's markets, and jobs. At Grove, City residents expressed concern over the extra distance necessary to travel to the pedestrian bridge, a significant detour that many mentioned was impossible for those who used battery-powered wheelchairs (power chairs) or had personal mobility challenges.

Provide a non-motorized crossing on Huron Street at I-94. A study completed in 2005 provides background for this recommendation, as well as several options and recommendations for such a non-motorized crossing. The final preferred option includes the connection to the existing sidewalk systems, modifications to vehicle travel lanes, revised intersection configurations, and potential signage and signalization configurations. It is included in **Appendix IV**.

Improve the existing non-motorized crossing on Huron and Grove/Ecorse. Extensive residential areas, a shopping center, and an elementary school sit to the south of I-94 at Grove, and employment centers, a middle school, dense residential, and government services sit to the north of I-94. Completing the sidewalk network at the crossing over I-94 at Grove Road would complement the pedestrian route to the east in the residential area, and enable employees, residents, and visitors in these areas to move more freely between these concentrations of assets. This crossing is part of the Border-to-Border Trail network, and has the potential to attract a high number of recreational users, in addition to satisfying the latent demand of neighboring residents. This area also had a relatively high concentration of traffic accidents involving pedestrians and bicyclists, which indicates not only that this is an area of high non-motorized use, but also that non-motorized facilities that currently exist do not adequately provide for safe movement.



Ensure that pedestrian crossings in high-traffic areas, such as those within the central business district and within one-half mile radius of transit centers, are handicap-accessible. A sidewalk which terminates at the road without a ramp can be an impossible barrier for a person in a wheelchair or walker to navigate, and dangerous for those with even relatively slight motor or sensory impairments. In order to ensure Ypsilanti is accessible to all its visitors and residents, the City should inventory current curbcuts in these areas and develop a prioritized improvement plan. As the sidewalks and curbcuts are the responsibility of the adjacent property owner, the financial responsibility and ultimate benefits of these upgrades pass to them.



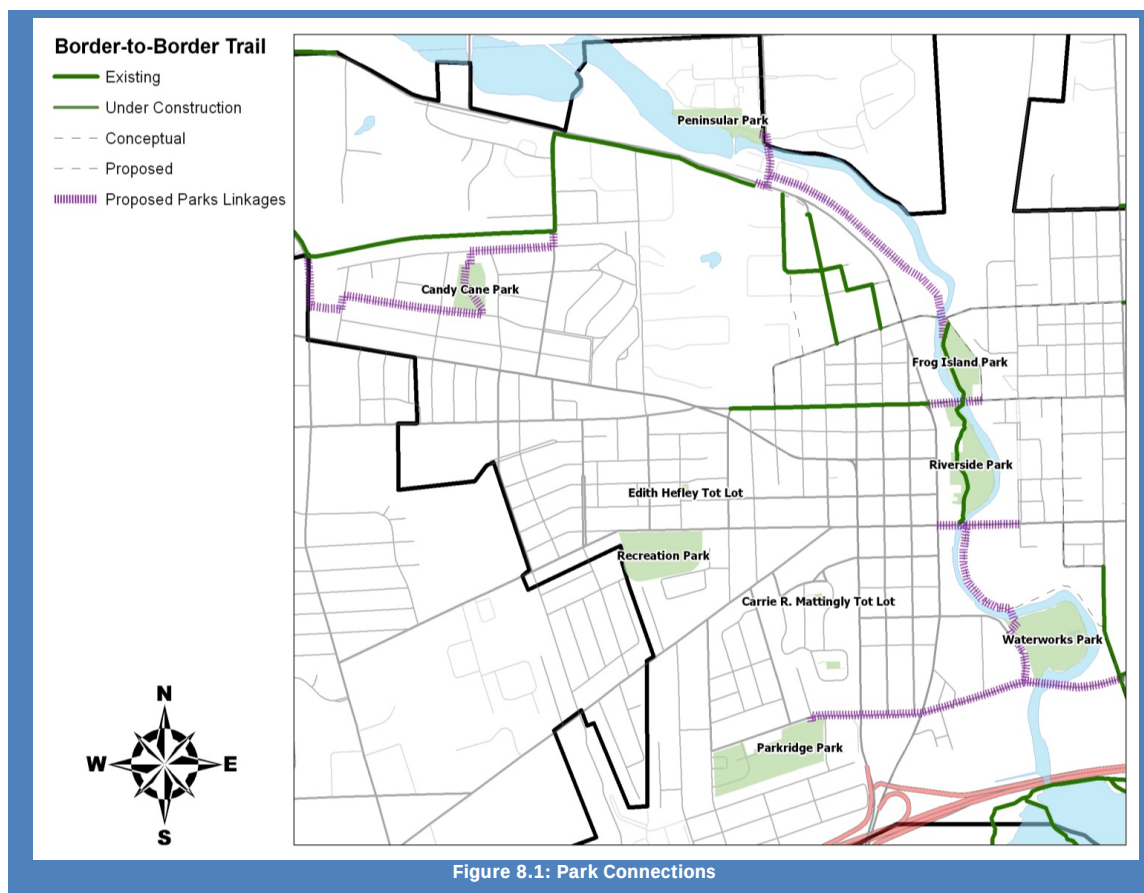
Consider installing blue light emergency telephones strategically throughout the City. Due to Ypsilanti's proximity to Ford Lake and the Huron River, as well as its ownership of many large parks, there are areas in town with low public visibility, such as Spring Street between Huron and Prospect. Installation of blue light emergency telephones in these areas should be considered to maintain public safety and encourage people to use what otherwise may feel like unsafe or remote areas. Installation of blue light emergency telephones along the Border-to-Border Trail should also be considered. Cooperation with EMU in ordering and installing these systems should be sought out, as EMU not only has an extensive system of such devices, but also is adjacent to many portions of the Border-to-Border Trail.

Public input identified main walking and biking routes as all or parts of Michigan Avenue, Hamilton and Huron, East and West Cross, Huron River Drive, and Washtenaw.

Construct robust unsignalized pedestrian crossings at key locations throughout the City. Several crossings identified by stakeholders as unsafe or currently popular "jaywalking" locations include Hamilton at Ferris, Hamilton at Pearl, Huron at Pearl, Washtenaw at Courtland. These crossings would require the cooperation of MDOT or the WCRC. At these and existing unsignalized pedestrian crossings, pedestrian refuges should be upgraded or built, signage should be upgraded or installed, and traffic light installation should be considered in the long-term.

Link the Border-to-Border Trail with Ypsilanti's parks system. Creation of a continuous non-motorized pathway linking Ypsilanti's parks with each other, and also linking to the Border to Border trail at the north and south points, would have integrate the parks system with the trail. Furthermore, robust connections between the parks and Ypsilanti's transportation network would provide for easy access to and through the City by both visitors and residents. As many of Ypsilanti's parks about the scenic Huron River, creating a non-motorized pathway is a logical step, both recreationally and for north-south non-motorized transportation circulation.

The City could utilize current easements and rights-of-way along the Huron River and assemble future easements on private shoreline during the redevelopment process. The Ypsilanti Public School District bus garage facility on Railroad Street is likely the next low-hanging fruit during this process, but potential shoreline easements at the recently vacated Ford plant and the former Motor Wheel on Norris Street site warrant consideration as well. See **Figure 8.1.**



City of Ypsilanti

Complete the pedestrian network in Ypsilanti. Table 8.1, below, is based on the *2006 Non-Motorized Plan for Washtenaw County* list of pedestrian deficiencies in Ypsilanti. Cost is estimated at \$200,000 per mile for new installation of a five-foot wide concrete sidewalk. Curbcuts were not inventoried as part of this process. Priorities were determined based on location and severity of deficiency, as determined by conversations with stakeholders, but should be reviewed periodically by the Planning Department and the Non-Motorized Task Force.

Length is noted in feet, and price is shown in thousands of dollars.

Priority	Road Name	Limits	Length	Price	Jurisdiction	Road Type	Notes
1	Huron	I-94 north to Spring 1200' both sides.	--	--	City of Ypsilanti	State Route	Non-motorized crossing of I-94; Appendix IV contains study
1	Huron River Drive	Lowell to Cornell north side	3,725	\$141	City of Ypsilanti	Primary Paved	ROW constraints in Appendix V
1	S. Hamilton	Harriet south to I-94 1000' both sides.	--	--	City of Ypsilanti	State Route	Non-motorized crossing of I-94; Appendix IV contains study
1	Washtenaw	Bellevue to Cornell north side of street.	3,013	\$114	City of Ypsilanti	State Route	Gaps exist; major east-west corridor
1	Washtenaw	West limit to Ann south side of street.	1,999	\$76	City of Ypsilanti	State Route	Gaps exist; major east-west corridor
1	Woods	Linden to Pleasant 1500' north side of street.	743	\$28	City of Ypsilanti	Subdivision, Public	Recreation Park
1	Roosevelt	Courtland to Mansfield at Candy Cane Park 500' north side of street.	868	\$33	City of Ypsilanti	Subdivision, Public	Candy Cane Park
1	Huron River Drive	Cornell to Westwood both sides	3,281	\$66	City of Ypsilanti	Primary Paved	Would become part of B2B trail
2	Grove	Spring south to Grove 500' east side of street.	1,040	\$39	City of Ypsilanti	Primary Paved	Improve access at major interchange
2	Congress	Wallace to N. Congress 500' north side of street.	570	\$22	City of Ypsilanti	Primary Paved	

2010-2015 Non-Motorized Transportation Master Plan

Table 8.1: PEDESTRIAN DEFICIENCIES

Priority	Road Name	Limits	Length	Price	Jurisdiction	Road Type	Notes
2	Cornell	Collegewood north to Huron River Drive 1800' east side of street.	891	\$34	City of Ypsilanti	Primary Paved	
2	Anna	Cross to Washtenaw 700' west side of street.	589	\$22	City of Ypsilanti	Primary Paved	
2	Catherine	Spring to Huron both sides.	1,912	\$72	City of Ypsilanti	Primary Paved	Improve access to Waterworks Park
2	Cornell	Gregory to Ainsley 800' west side of street.	818	\$31	City of Ypsilanti	Primary Paved	Adjacent to Autism Center, high-density housing; connects Huron River Drive to Washtenaw
2	Mansfield	Congress to Westmoorland east side of street	1,707	\$65	City of Ypsilanti	Primary Paved	Many gaps. Adjacent to elementary and middle schools.
2	Rice	Forest to Market Pl both sides.	1,100	\$42	City of Ypsilanti	Subdivision, Public	Connects Forest St to Cross; provides non-motorized access from Forest to Frog Island, recycling center, Freighthouse, Farmers' Market, Depot Town.
2	Charles	Oak south 400' east side of street.	400	\$15	City of Ypsilanti	Subdivision, Public	Adjacent to Prospect Park and Adams Elementary
2	Chidester	Catherine to Spring 1500' both sides.	3,000	\$114	City of Ypsilanti	Subdivision, Public	Adjacent to public housing, would connect public housing to Waterworks Park
2	Spring	Bell east to Catherine 1600' south side of street.	1,600	\$61	City of Ypsilanti	Primary Paved	Adjacent to Waterworks Park, would improve lateral non-motorized mobility significantly on southern side of City; potential future tie-in to B2B
3	Ainsley	Cornell west to end of Ainsley 800'.	800	\$30	City of Ypsilanti	Subdivision, Public	Spur of the B2B trail; low-traffic dead-end to motorized traffic; adjacent to Autism Center
3	Casler	Huron to Spring 1000 both sides'.	2,000	\$76	City of Ypsilanti	Subdivision, Public	Adjacent to public housing
3	Courtland	Washtenaw to Cross 600' both sides.	1,200	\$45	City of Ypsilanti	Subdivision, Public	Non-motorized connection between Washtenaw commercial area and surrounding neighborhood

City of Ypsilanti

Table 8.1: PEDESTRIAN DEFICIENCIES							
Priority	Road Name	Limits	Length	Price	Jurisdiction	Road Type	Notes
3	Holmes	Prospect west to Dwight 600' both sides.	1,200	\$45	City of Ypsilanti & Ypsilanti Township	Subdivision, Public	
3	Lincoln	Michigan north to Ferrier 800' both sides.	1,600	\$61	City of Ypsilanti	Subdivision, Public	
3	Maple	River west to end maple 300' south side of street.	600	\$23	City of Ypsilanti	Subdivision, Public	Would provide safe pedestrian access from parking area to Depot Town
3	Marion	Washtenaw to Cross 600' both sides.	1,200	\$45	City of Ypsilanti	Subdivision, Public	
3	Martin Place	Prospect to Miles 1200' both sides.	2,400	\$91	City of Ypsilanti	Subdivision, Public	
3	Whittier	Bellevue east 600' south side.	600	\$23	City of Ypsilanti	Subdivision, Public	
3	Westmoorland	West from Mansfield to end.	253	\$10	City of Ypsilanti	Subdivision, Public	Would provide winter access from Mansfield/Westmoorland to West/Estabrook schools
4	Virginia Place	Charles east to end 1400' both sides.	2,800	\$106	City of Ypsilanti	Subdivision, Public	
4	Brooks	Watling to Jefferson 400' west side of street.	400	\$15	City of Ypsilanti	Subdivision, Public	
4	Huron	Jarvis to Lowell both sides.	1,882	\$143	City of Ypsilanti	Primary Paved	ROW constraints in Appendix V
4	St. Johns	Lowell east to end of street 400' both sides.	800	\$30	City of Ypsilanti	Subdivision, Public	Would connect Lowell to Jarvis; connect student overlay residential to EMU
4	Park	Cross south to rails 700' west side of street.	700	\$27	City of Ypsilanti	Subdivision, Public	Could become good north/south pedestrian route
5	Bell	Harriet south to end of Bell 600' west side.	600	\$23	City of Ypsilanti	Subdivision, Public	
5	Bell	North from Spring to Casler 500' both sides.	1,000	\$38	City of Ypsilanti	Subdivision, Public	

2010-2015 Non-Motorized Transportation Master Plan

Table 8.1: PEDESTRIAN DEFICIENCIES

Priority	Road Name	Limits	Length	Price	Jurisdiction	Road Type	Notes
5	Bellevue	Whittier north to Collegewood 800 west side of street.	800	\$30	City of Ypsilanti	Subdivision, Public	
5	Briggs	Bell to Kramer 300' both sides.	600	\$23	City of Ypsilanti	Subdivision, Public	
5	Cherry Court	River east to end of street 300' both sides.	600	\$23	City of Ypsilanti	Subdivision, Public	
5	Collegewood	Bellevue west to end of Collegewood 200' both sides.	400	\$15	City of Ypsilanti	Subdivision, Public	
5	Emerick	Ecorse north to end 600' both sides.	1,200	\$45	City of Ypsilanti	Subdivision, Public	
5	Ferrier	Lincoln west to end 400' both sides.	800	\$30	City of Ypsilanti	Subdivision, Public	
5	Kramer	Huron to end of Kramer 400' both sides.	800	\$30	City of Ypsilanti	Subdivision, Public	
5	Norris	West curve to River 600' both sides.	1,200	\$45	City of Ypsilanti	Subdivision, Public	
5	Photo	Ninde to River 300' both sides.	600	\$23	City of Ypsilanti	Subdivision, Public	
5	Railroad	LeForge to end 1100' north side.	1,100	\$42	City of Ypsilanti	Subdivision, Public	ROW constraints (railroad- adjacent); duplication of B2B/rec trail effort
5	S. Mansfield	Michigan to end of Mansfield 1800' both sides.	3,600	\$136	City of Ypsilanti	Subdivision, Public	
5	Warner	Michigan north to end of street 1000' both sides.	2,000	\$76	City of Ypsilanti	Subdivision, Public	

City of Ypsilanti

Complete the bicycle transportation network in Ypsilanti. Table 8.2,

below, is based on the WAT'S Non-motorized Plan for Washtenaw County list of bicycle deficiencies in Ypsilanti. Cost is estimated at \$25,000 per mile for a standard bicycle lane. Priorities were determined based on location and severity of deficiency, as determined by conversations with stakeholders.

Pavement markings indicating that motor vehicle operators should share the road with bicyclists, or sharrows, should be considered in areas too narrow to accommodate a full bike lane, as a temporary measure in areas where cost is prohibitive, or on roads where good visibility, low motor vehicle traffic speed, low motor vehicle traffic volume, or excellent motor vehicle driver habits do not implicate a need for a separate bike lane. Sharrows are

relatively inexpensive, and for the purposes of this plan, are estimated at approximately \$100 per marking.¹⁸ Likewise, "Share the Road" signage, approximately \$200 per unit, should be placed at the beginning and ending of any bike lane and at all major entrances to the City.¹⁹

Bike lane length is noted in feet, and price is shown in thousands of dollars.



Ballard News Tribune / Dean Wong

Table 8.2: BICYCLE DEFICIENCIES (bike lanes only)

Priority	Road Name	Limits	Length	Price	Jurisdiction	Road Type	Notes
1	Hamilton	Washtenaw to I-94	4,744	--	City of Ypsilanti	State Route	Non-motorized crossing of I-94, Appendix IV contains study; entrance to Ypsilanti
1	Huron River Drive	Hewitt to Huron Street	8,218	\$78	City of Ypsilanti/Superior Township (Hewitt to Superior); City of Ypsilanti/Ypsilanti Township (Superior to Cornell); City of Ypsilanti (Cornell to N Huron St)	Primary Paved	B2B Trail tie-in; entrance to Ypsilanti
1	N Huron Street	Huron River Drive to Cross	3,698	\$35	City of Ypsilanti	Primary Paved	B2B Trail tie-in; entrance to Ypsilanti

¹⁸ Sallaberry, Michael. "Shared Lane Markings." *Pedestrian and Bicycle Information Center*. Web. 1 Sep 2009. <http://www.bicyclinginfo.org/bikesafe/case_studies/casestudy.cfm?CS_NUM=711>.

¹⁹ Meletioui, Mary Paul. "Share the Road Sign Initiative." *Pedestrian and Bicycle Information Center*. Web. 1 Sep 2009. <http://www.bicyclinginfo.org/bikesafe/case_studies/casestudy.cfm?CS_NUM=708>.

Table 8.2: BICYCLE DEFICIENCIES (bike lanes only)							
Priority	Road Name	Limits	Length	Price	Jurisdiction	Road Type	Notes
1	N Huron Street	Cross to MI Ave	2,009	\$19	City of Ypsilanti	State Route	B2B Trail tie-in; entrance to Ypsilanti
1	S Huron St	Michigan Ave to I-94	4,616	\$44	City of Ypsilanti	State Route	Entrance to Ypsilanti
1	Michigan Avenue	Warner to Hamilton	3,757	\$36	City of Ypsilanti	Primary Paved	Entrance to Ypsilanti
1	Michigan Avenue	Hamilton to eastern boundary of City	5,478	\$52	City of Ypsilanti	State Route	Entrance to Ypsilanti
1	Washtenaw	Hewitt to Hamilton	8,407	\$80	Ypsilanti Township (Hewitt to Berkley); City of Ypsilanti (Berkley onwards)	State Route	B2B trail tie-in; entrance to Ypsilanti
1	West Cross St.	Western boundary of City to Washtenaw	4,379	\$41	City of Ypsilanti	Primary Paved	Adjacent to Ypsilanti High School; entrance to Ypsilanti
1	West Cross St.	Washtenaw to Normal Street	819	\$8	City of Ypsilanti	State Route	High-visibility; university-adjacent
2	Hamilton	Forest to Washtenaw	1,754	\$17	City of Ypsilanti	Primary Paved	B2B Trail tie-in
2	Harriet / Spring / Factory / Maus	First to Emerick	7,917	\$75	City of Ypsilanti	Primary Paved	East-west connector; access to Waterworks Park
2	Leforge	Clark to Huron	2,172	\$21	City of Ypsilanti (Huron River Dr to the Huron River); mixed Ypsilanti Township and City of Ypsilanti (the Huron River to Clark)	Primary Paved	High-density residential; access to Peninsular Park; entrance to Ypsilanti
2	Forest	College Place to Prospect	5,336	\$51	City of Ypsilanti	Primary Paved	East-west north side connector; eventually connects Border to Border trail to Prospect Park

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Table 8.2: BICYCLE DEFICIENCIES (bike lanes only)							
Priority	Road Name	Limits	Length	Price	Jurisdiction	Road Type	Notes
3	Washtenaw	Hamilton to Huron	1,192	\$11	City of Ypsilanti	Primary Paved	
3	Catherine	Hamilton to Spring St	3,105	\$29	City of Ypsilanti	Primary Paved	East-west connector
3	Congress	Michigan Ave. to Mansfield	4,675	\$44	City of Ypsilanti	Primary Paved	
3	Prospect	Grove to Holmes	7,709	\$73	City of Ypsilanti	Primary Paved	High-volume north-south connector on eastern side of city
5	Michigan Avenue	Mansfield to Warner	1,998	\$19	Ypsilanti Township/City of Ypsilanti	Primary Paved	Entrance to Ypsilanti
5	Hewitt	Huron River Drive to Washtenaw	4,203	\$40	City of Ypsilanti (Huron River Drive to Stadium View); City of Ypsilanti/Ypsilanti Township (Stadium View to Washtenaw)	Primary Paved	
5	Oakwood	Huron River Drive to Congress	3,866	\$37	City of Ypsilanti	Subdivision, Public	Border of EMU; possible B2B Trail tie-in
5	Park St.	Michigan Ave. to Cross	1,789	\$17	City of Ypsilanti	Subdivision, Public	

Chapter 9: Promote

A built-out and well-maintained fully multimodal transportation network will likely be under-utilized if residents and visitors are unaware of it, and experienced users may become frustrated by an influx of new users unfamiliar with the norms and laws regarding its use. By educating current and potential users about Ypsilanti's transportation network, non-motorized traffic can be increased while minimizing potential conflicts between users and motorized traffic or new and continuing users. Many of these promotion strategies should be launched or re-intensified at the change of the seasons, as people often see these as opportunities to change habits.

General Public Education Strategies

- Include information about walking, biking, and taking transit within Ypsilanti in City mailings, such as property tax bills, water bills, and Department of Public Services announcements.
- Partner with Community Television Network, WEMU, and the Ypsilanti District Library to provide periodic non-motorized education sessions and public service bulletins.
- Create educational posters for display at high-traffic areas such as Ypsilanti District Library branches and local grocery and convenience stores.
- Work with local organizations, such as Bike Ypsi and Program to Educate All Cyclists (PEAC), to offer courses on how to operate a bicycle safely.
- Work with local landlords to distribute information to residents each fall and spring. Due to the high number of students who rent, fall is a common move-in time in Ypsilanti.
- Create a "Transportation in Ypsilanti" webpage that encapsulates relevant ordinances, transit routes, and safety tips. Include links to this website on all promotional materials and maps distributed.

The most common issue cited by drivers, bikers, and pedestrians on surveys, at the Farmers' Market, and at the public meeting was that parties involved in traffic conflicts seemed to be unaware of the law. These participants repeatedly recommended further education about traffic laws.

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- Work with the AATA on outreach to bus system users, including providing area maps and directional signage at bus stops.
- Work with Wireless Ypsi, local businesses, and the Convention and Visitor's Bureau to raise awareness in visitors to the City.
- Partner with EMU to distribute information about opportunities for walking, biking, and taking transit within Ypsilanti as part of welcome events, student orientations, and other special events.
- Work with the Ypsilanti High School and drivers' education providers to educate new drivers about interactions with bicyclists and pedestrians.
- Promote May as "Commuter Challenge Month," and provide special information via press releases, community listservs, and the City's website on transit, carpooling, biking, and walking options.

Promotion to Future Residents and Employers

- Promote and support such programs as Safe Routes to School, toDowntown, Guaranteed Ride Home, and car-sharing.
- Pursue national certifications, such as the League of American Bicyclist's "Bike-Friendly City" award.
- Participate in the State of Michigan's "Promoting Active Communities" assessment each year that it is offered. The Promoting Active Communities assessment can help identify deficiencies in non-motorized infrastructure, policy, and procedures, as well as serve as a publicity tool.
- Distribute press releases when significant non-motorized transportation and accessibility achievements are made.

Chapter 10: Prioritize

As Ypsilanti prepares to address the deficiencies identified by this plan, it will need to prioritize. The questionnaire in **Table 10.1** may be useful in determining where to begin work. Projects which garner more points with “yes” answers are likely to have a more significant positive impact than those projects which garner fewer points with “no” answers. This questionnaire may also be useful when revisiting and revising this plan at the proscribed five-year intervals.

The language in this questionnaire is designed to address not only financially or physically large gaps in infrastructure, but also to address issues of socioeconomic disparity, as problems in non-motorized infrastructure often affect those who have a physical handicap or no personal motor vehicle disproportionately.

Table 10.1: PRIORITIZATION QUESTIONNAIRE

Criteria	Points Awarded
Is the project located in an area with an above-average concentration of...	
those living below the poverty level	5
the elderly	5
disabled persons	5
households with children	5
Would it connect areas with above-average concentrations of households with children, elderly, &/or disabled to...	
health care	10
lifeline retail	7
transit stop(s)	10
a park, natural area, or recreational area	5
a school	7
government service(s)	7
employment center(s)	7
historic/cultural site(s)	3
Is the project within 1/8, 1/4, 1/2, or 1 mile of...	
health care	10/7/7/6
lifeline retail	7/4/4/3
transit stop(s)	10/7/4/3
a park, natural area, or recreational area	5/3/1/1
a school	7/4/4/4
government service(s)	7/4/4/4
employment center(s)	7/4/2/2
historic/cultural site(s)	3/2/1/1
Does the project fill a gap in the existing non-motorized network?	7
Does the project remedy an issue that presents a significant barrier to personal mobility? (ex, curb cuts)	7
Does the project remedy a potential safety issue?	5
Has there been an incident(s) resulting in injury or property damage resulting from a deficiency in this project site, and would this project remedy that deficiency?	10



Chapter 11: Fund

As the City of Ypsilanti's budget has tightened over the past several years, general fund expenditures on transportation system improvements and operations have been significantly reduced. Sustainable financing mechanisms for multimodal transportation policy development, policy implementation, construction and maintenance of facilities, education, and other needs are listed below. Although many of these have been used by the City at some point in the past, some would require action by voters, in cooperation with another agency, or by a higher level of government.

Ongoing

- **Michigan Transportation Fund (Act 51)**

Revenues from the Michigan Transportation fund are generated from state gas and value taxes. The funding is divided among the Michigan Department of Transportation, road commissions, cities and villages. Each Act 51 agency is required by law to spend a minimum average of 1% of their Act 51 dollars on non-motorized improvements during a rolling ten-year period. A recent change in State legislation eliminated the ability to use this money on maintenance projects, such as street sweeping, in

an effort to increase the number of improvements constructed. This funding may be used to provide the match for federal funds. WATS encourages agencies to spend more than this minimum allotment wherever possible. Ann Arbor has

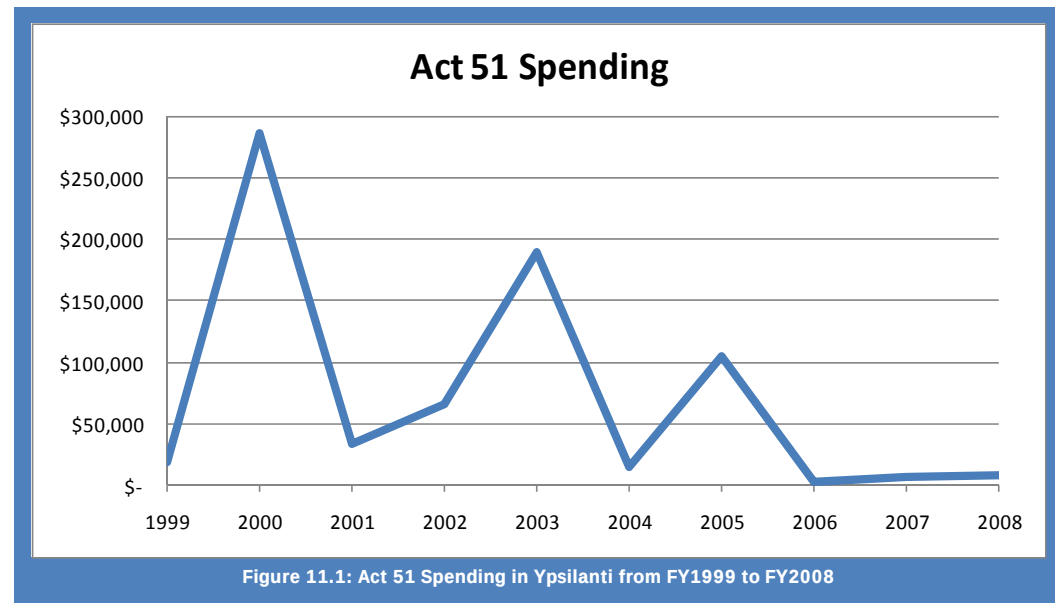


Figure 11.1: Act 51 Spending in Ypsilanti from FY1999 to FY2008

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recently increased their set-aside to 5%. Ypsilanti's spending on non-motorized projects from Act 51 funds has been decreasing over the past decade, as shown in **Figure 11.1**, but still constitutes approximately 5.7% of dollars received. This suggests that Ypsilanti is well-able to set 5% aside. It is also possible that by creating an internal mandate to spend 5% of these funds on non-motorized transport, spending on these projects may stabilize, guaranteeing future funding. In the past three years, Ypsilanti has spent less than 1% of Act 51 funds annually on non-motorized transportation, a process which, if continued into the future, will jeopardize all future Act 51 funds.

- **Local, Regional, or County Dedicated Millage**

As the majority of Ypsilanti's budget is drawn from property taxes, the amount of land area occupied by public, semipublic institutional uses, and other non-profit, non-property-taxpaying uses has a significant impact upon Ypsilanti's financial wellbeing. Although EMU accounts for a significant share of this area, Ypsilanti also hosts long-established institutional uses such as schools, cemeteries, non-profits, and churches that serve both residents of Ypsilanti and residents of surrounding areas. Such service is not only in terms of literal service, but also in terms of employment. As such, capturing regional monies to support regional access to these services makes sense. This option is available to the County and to extant regional authorities. A new regional authority could be formed with neighboring communities, or an existing regional authority could expand to seek a regional transportation revenue. This option would not likely provide a massive influx of money into Ypsilanti's transportation system, however, as the authority's spending would also be regional in scope. Such an authority would have greater benefits in terms of coordination of programming, construction, and maintenance than in direct spending.

- **Traffic bureau**

Establishing a police traffic bureau would normalize funding for traffic enforcement and education. Having a dedicated force for traffic enforcement would also enable Ypsilanti to attract additional future grant funding.

Project-Based

• Surface Transportation Program – Urban Funds (STP-U)

Washtenaw County is allocated approximately \$4 million in STP-U each year. This money must be spent each year, does not carry over, and requires a twenty percent match. WATS has an policy of spending ten percent of the County’s STP-U funds to non-motorized projects over time. This amounts to \$400,000 per year. In recent years, few non-motorized improvements have been submitted for by agencies during the call for improvements. This plan will serve as a resource of possible improvements that can be submitted for STP-U funding consideration.

• Transportation Enhancement Funds

Enhancement funding is awarded to local road agencies through a competitive process managed by MDOT. The State of Michigan receives approximately \$20-25 million annually to be spent on enhancement projects. A rolling application period allows agencies to submit projects at any time, and awards are made up to three times per year. This funding requires a minimum twenty percent match, with over-matching given additional consideration. Enhancement awards can be used for: provision of non-motorized facilities; provision of safety and educational activities for pedestrians and bicyclists; preservation of abandoned railway corridors (including the conversion and use for non-motorized trails); streetscape and landscape improvements; and environmental mitigation to address water pollution due to highway runoff or reduce vehicle caused wildlife mortality while maintaining habitat continuity.

• Congestion Mitigation / Air Quality (CMAQ)

CMAQ funding is provided to areas that are not in compliance or are in a maintenance area for air quality standards; as Washtenaw County is a

Fig. 1 Bicycle/Pedestrian Funding Opportunities

	NHS	STP	HSIP	SRT
Bicycle and pedestrian plan		*		
Bicycle lanes on roadway	*	*	*	*
Paved Shoulders	*	*	*	*
Signed bike route	*	*		*
Shared use path/trail	*	*		*
Single track hike/bike trail				
Spot improvement program		*	*	*
Maps		*		*
Bike racks on buses		*		
Bicycle parking facilities		*		*
Trail/highway intersection	*	*	*	*

An easy-to-understand federal funding eligibility matrix is available on the website of the Federal Highway Administration.

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designated non-compliance area, the City of Ypsilanti is eligible, and has been able to use these funds in the past for signal upgrades on Michigan Avenue. CMAQ funds are awarded on a competitive basis by MDOT and SEMCOG and must demonstrate that they reduce emissions to be eligible. Washtenaw County CMAQ projects are prioritized by WATS Committees. This funding requires a minimum twenty percent match. Approximately \$8 million is available in the Southeast Michigan region for CMAQ non-transit improvements.

Federal Funding Limitations

In general, MDOT will not approve federal funding for new non-motorized facilities categorized as “sidewalks” as part of an adjacent road reconstruction, unless this project disturbs an existing sidewalk. However, MDOT allows a metropolitan planning organization (MPO), to adopt a policy that allows for the spending of federal funds on the construction of new sidewalks; WATS has done so, which allows Ypsilanti to spend MDOT funding new sidewalk construction.

- **Safe Routes to School**

The federal Safe Accountable Flexible Efficient Transportation Equity Act, A Legacy For Users (SAFETEA-LU), passed in 2005, made Safe Routes to School programs eligible for transportation enhancement funding. Michigan received approximately \$19 million during fiscal years 2006-2009, during which time three Ypsilanti Public Schools (Adams, Erikson, and Chappelle) took advantage of the program to complete Safe Routes to School action plans. To date, however, these schools have not yet applied for federal funds to execute these plans. The data collected by WATS on the accessibility of schools by non-motorized means may be used by any school or agency interested in pursuing Safe Routes to School funding. Funding is for 100% of the cost, and no local match is required.

- **Community Development Block Grant (CDBG)**

Ypsilanti is part of the Washtenaw Urban County Partnership, and thus considered an entitlement community. The Urban County, a partnership between the Washtenaw County Board of Commissioners and the elected officials of Ypsilanti and other area jurisdictions, receives direct federal allocations together, rather than applying for competitive funds separately,

in order to meet their individual community and economic development goals. The Office of Community Development (OCD) administers CDBG and HOME Investment Partnership Program (HOME) funds collectively for member jurisdictions. The annual allocation to jurisdictions is takes into account the total population, low-income population, and housing issues for each jurisdiction. Portions of this funding are often used for transportation and accessibility projects, such as curb cuts and bike lanes, and could be used for future infrastructure development.

• Other Federal Grants

*Energy Efficiency and Conservation Block Grant (EECBG) Program*²⁰: makes grants to develop and implement projects to improve energy efficiency and reduce energy use and fossil fuel emissions in communities.

*Transportation, Community, and System Preservation Pilot (TCSP)*²¹: makes grants to plan and implement strategies which improve the efficiency of the transportation system, reduce environmental impacts of transportation, reduce the need for costly future public infrastructure investments, ensure efficient access to jobs, services and centers of trade, and examine development patterns and identify strategies to encourage private sector development patterns which achieve these goals.

• Washtenaw County Connecting Communities Initiative

Washtenaw County's Parks and Recreation Commission established the Connecting Communities initiative in 2009 to fund construction of non-motorized trail projects that are not part of the County's Border-to-Border trail. The intent of the Connecting Communities initiative is to work in partnership with other communities and organizations, providing funds to supplement those of the partner organization. Approximately twenty percent of the County's development millage, up to \$600,000 per year, will be made available 2010 through 2014 for eligible projects. Development of a County-wide non-motorized trail network requires a multi-agency and multi-organization effort. Funding will be available only for construction, not for planning or design development. Eligible projects will be those that accomplish the Commission's primary goal of providing valuable, non-motorized connections between communities and activity centers thus offering a healthy alternative for recreation, transportation, fitness and energy conservation.

²⁰ United States Department of Energy Efficiency and Renewable Energy. *Energy Efficiency and Conservation Block Grant Program Home Page*. , 2009. Web. 1 Sep 2009. <<http://www.eecbg.energy.gov/>>.

²¹ United States Department of Transportation Federal Highway Administration. *Transportation, Community, and System Preservation Program Home Page*. , 2009. Web. 1 Sep 2009. <<http://www.fhwa.dot.gov/tcsp/>>.

City of Ypsilanti

The City of Ypsilanti, due to its placement along the Border-to-Border trail and the Huron River corridor, is in a position to take advantage of either or both the Connecting Communities fund and Border-to-Border trail funding, which the City has used in such recent projects as the Forest Avenue bike lane striping.

- **Downtown Development Authority**

In recent years, the Ypsilanti DDA has taken the initiative in helping create bicycle and pedestrian amenities, including bicycle parking, medians, and pedestrian refuges. The YDDA may be willing to engage in future efforts to complete the non-motorized network, such as cost-sharing for bicycle parking, cost-sharing for bus passes, or partnerships with car-sharing organizations, such as ZipCar.

- **Donations and Foundation Grants**

Businesses, corporations, private clubs, community organizations, and individuals will often contribute to programs to benefit the communities in which they are located. Private sector contributions may be in the form of monetary contributions, the donation of land, the provision of volunteer services, or the contribution of equipment or facilities. Four such grantors that may be interested in funding Ypsilanti's transportation system improvements due to their strong interest in promoting public health and the health of the environment, are the Charles Stewart Mott Foundation, the Kresge Foundation, the Bikes Belong Coalition, and the Robert Wood Johnson Foundation.

- **Special assessments**

A special assessment is a special kind of tax on a subset of a community. Special assessments are placed on those adjacent landowners who will receive the greatest benefit from a project to be funded using a special assessment. In areas with significant non-motorized deficiencies, special assessments may be used to pay for the improvements. As sidewalks and are currently the maintenance responsibility of the adjacent property owner, in cases of deficiency, the City may elect to remedy the deficiency and assess the property owner for the work performed.

- **Leverage Private Development**

As development occurs near critical transportation elements, such as planned right-of-ways for the Border-to-Border Trail, stretches with un-built or under-built sidewalks and crossings, and catchments with no bicycle parking, work with the developers and private landowners to help provide for these public goods (see also **Chapter 7: Cooperation**).

Chapter 12: Implement

The goal of implementation is to introduce changes, upgrades, and new facilities into the network with the least amount of disruption and the highest level of interoperability. The table below presents the recommended improvements, relative cost, relative impact, and an approximate timeframe for implementation or completion of the projects presented by this plan. Of course, projects may take more or less time depending on funding availability and coordination with other capital improvement projects. This table, as with all other elements of this plan, should be reviewed after five years for progress and updated as necessary.

Table 12.1: ADMINISTRATE								
Project	Progress Metric	Initiating Agency	Cost \$ (low) to \$\$\$ (high)	Impact + (low) to +++ (high)	Time to complete			
					1-3 years	3-5 years	5+ years	ongoing
Adopt a "Complete Streets" ordinance. (p 27)	Ordinance adoption	Planning Commission	\$	++	✓			
Review requirements for "loading zones" in commercially zoned areas. (p 28)	Ordinance revision	Planning Commission	\$	++	✓			
Grant pedestrians the right-of-way when using street crossings without a stop sign or traffic light for oncoming traffic, known as unsignalized crossings. (p 28)	Ordinance adoption	Planning Commission	\$	++	✓			
Amend the language of the bicycle registration ordinance to remove the mandatory registration clause. (p 29)	Ordinance adoption	Planning Commission	\$	+	✓			
Incorporate bicycle parking into zoning & development guidelines.	-	-	-	-				
Update the general parking and loading requirements to require bicycle parking and distinguish bicycle parking from motor vehicle parking. (p 30)	Ordinance revision	Planning Commission	\$	++	✓			
Institute design standards for bicycle parking. (p 30)	Ordinance adoption	Planning Commission	\$	++		✓		

Table 12.1: ADMINISTRATION								
Project	Progress Metric	Initiating Agency	Cost \$ (low) to \$\$\$ (high)	Impact + (low) to +++ (high)	Time to complete			
					1-3 years	3-5 years	5+ years	ongoing
Update current parking quantity requirements to ensure bicycle parking and motorized vehicle parking levels are sufficient. (p 30)	Ordinance adoption	Planning Commission	\$	+++		✓		
Review the “fee in lieu of parking” ordinance. (p 31)	Ordinance adoption	Planning Commission	\$	++	✓			
Review current ordinances regarding landscaping and fencing to ensure that pedestrians are visible to vehicles at potential points of conflict, such as crosswalks, alleys, and driveways. (p 32)	Ordinance revision	Planning Commission	\$\$	++		✓		
Review snow and ice removal ordinances and policies for clarity, consistency, and adequacy to ensure that mobility and accessibility are preserved. (p 32)	Factsheet created	Department of Public Services	\$	+++	✓			
Consider reinstating the “Adopt-a-Street” program. (p 32)	Documentation of factors which would affect reinstitution	Department of Public Services & Recreation Commission	\$	++	✓			
Empower residents and businesses to participate in transportation network-building, such as provision of public bicycle parking and public benches for pedestrians. (p 33)	Ordinance adoption, resolution of DDA support	Department of Public Services	\$	+	✓			
Review and revise the current sidewalk occupancy standards and permit process. (p 33)	Ordinance adoption, resolution of DDA support	Department of Public Services	\$\$	++	✓			
Create standards for openings and fixtures in sidewalks, such as vaults and utility accesses. (p 34)	Ordinance adoption, resolution of DDA support	Department of Public Services	\$	++	✓			
Update sidewalk construction standards to allow use of permeable pavements, such as brick, concrete pavers, permeable concrete, recycled rubber pavers, and other materials. (p 34)	Ordinance adoption, published factsheet	Department of Public Services	\$	+	✓			

Table 12.1: ADMINISTRATION								
Project	Progress Metric	Initiating Agency	Cost	Impact	Time to complete			
			\$ (low) to \$\$\$ (high)	+ (low) to +++ (high)	1-3 years	3-5 years	5+ years	ongoing
Provide accurate and complete guidelines for working with the Department of Public Services for trees planted in the lawn extension. (p 34)	Ordinance adoption, published factsheet	Department of Public Services	\$	++	✓			
Consider compact, higher-density, mixed-use land use designations during land use planning decisions, such as the Master Planning process. (p 34)		Planning Commission	\$	+++				✓
Review the intent and application of the existing Student Overlay district, the Residential-Commercial Overlay district, and Entryway Overlay district. (p 35)		Planning Commission	\$\$	+++		✓		
Reword B4 zoning Section 122-411 "Description & Purpose." (p 35)	Ordinance revision	Planning Commission	\$	+	✓			

Table 12.2: MAINTAIN								
Project	Progress Metric	Initiating Agency	Cost \$ (low) to \$\$\$ (high)	Impact + (low) to +++ (high)	Time to complete			
					1-3 years	3-5 years	5+ years	ongoing
Adopt and publish AASHTO construction standards for non-motorized facilities. (p 37)	Adoption and Publication	Department of Public Services	\$	++	✓			
Ensure that each intersection has visible and consistent street signs to aid navigability. (p 37)	Creation and implementation of a sign audit and repair schedule	Department of Public Services	\$\$	++				✓
Monitor the transportation system to identify and mitigate safety problems. (p 37)	Creation and implementation of a audit cycle	Planning Department	\$\$	++				✓
Empower residents to participate in the code enforcement process. (p 38)	Factsheet distribution	Building Department, Department of Public Services	\$	+++				✓
Prioritize maintenance projects that bridge service or infrastructure gaps, improve and maintain critical links between both modes and locations, and attend to equity issues. (p 38)	Potential projects scored as part of Planning Commission review	Planning Commission	project-dependent	+++				✓
Institute a system of proactive, targeted maintenance enforcement on major routes and intersections. (p 38)	Creation and implementation of an infrastructure audit cycle	Building Department	\$\$\$	+++				✓
Provide special attention to the area within a half-mile radius of the planned Ann Arbor to Detroit commuter rail stop in Depot Town. (p 39)	Creation and implementation of an infrastructure audit cycle	Planning Commission, YDDA	\$\$	+++				✓
Provide special attention to the area within a three-block radius of the Ypsilanti Transit Center. (p 39)	Creation and implementation of an infrastructure audit cycle	Planning Commission, YDDA	\$\$	+++				✓

Table 12.2: MAINTAIN								
Project	Progress Metric	Initiating Agency	Cost \$ (low) to \$\$\$ (high)	Impact + (low) to +++ (high)	Time to complete			
					1-3 years	3-5 years	5+ years	ongoing
Aggressively enforce snow removal standards on non-motorized facilities such as bike lanes and sidewalks. (p 40)	Number of snow-related complaints received	Building Department	\$\$	+++				✓
Strategically enforce traffic ordinances, such as turn signal use, encroachment on crosswalks, speed limits, bicycle use, and pedestrian right-of-ways. (p 40)	Number of traffic crashes involving a pedestrian or bicyclist	YPD	\$	++				✓

Table 12.3: COORDINATE								
Project	Progress Metric	Initiating Agency	Cost \$ (low) to \$\$\$ (high)	Impact + (low) to +++ (high)	Time to complete			
					1-3 years	3-5 years	5+ years	ongoing
Create a transportation commission that includes members of the Planning Commission, the Parks & Recreation Commission, the YDDA Board of Directors, and other stakeholders. (p 41)		Planning Commission	\$	++	✓			
Support the establishment and improvement of critical multimodal transportation linkages between jurisdictions throughout the County. (p 41)	Resolutions of support	Planning Commission	project-dependent	+++				✓
Preserve current and planned rights-of-way for the transportation system. (p 41)		Planning Commission	\$	+++				✓
Work with the Michigan Department of Transportation and Washtenaw County Road Commission to review the appropriateness of one-way streets, speed limits, left turns, and turning radii throughout the City. (p 41)		Department of Public Services	\$\$\$	+++				✓
Work with MDOT to revise light timings and adjust traffic light sensors. (p 42)		Department of Public Services	\$\$	++				✓
Coordinate public parking in the central business district through the YDDA. (p 42)	Contract with the YDDA	YDDA	\$\$	+++		✓		
Coordinate site plan review with the AATA on sites that are adjacent to a major bus route. (p 42)		Planning Commission	\$	+++				✓
Work with AATA, local community organizations, and local businesses to improve the accessibility, usability, and attractiveness of bus stops. (p 42)	Percent of Ypsilanti stops adopted	AATA	\$	++				✓
Work with current property owners, current business, and prospective property owners and businesses to bridge gaps and complete the “last mile” of network-building. (p 43)		Planning Department YDDA	\$	+++				✓

Table 12.4: BUILD								
Project	Progress Metric	Initiating Agency	Cost \$ (low) to \$\$\$ (high)	Impact + (low) to +++ (high)	Time to complete			
					1-3 years	3-5 years	5+ years	ongoing
Provide a non-motorized crossing on Hamilton/Huron at I-94. (p 45)	% of non-motorized crossing build process complete	Planning Commission , Department of Public Services	\$\$\$	+++			✓	
Improve the existing non-motorized crossing on Huron and Grove/Ecorse. (p 45)	% complete	Department of Public Services	\$\$\$	+++		✓		
Ensure that pedestrian crossings in high-traffic areas, such as those within the central business district and within one-half mile radius of transit centers, are handicap-accessible. (p 46)	% of eligible ramps complete	Department of Public Services	\$\$	+++				✓
Install blue light emergency telephones strategically throughout the City. (p 46)	need assessment completed; cost estimates procured	Planning Department	\$\$\$	++			✓	
Construct unsignalized pedestrian crossings at key locations throughout the City. (p 46)	% of identified key locations with improved unsignalized crossings built	Planning Department	\$\$	++		✓		
Link the Border-to-Border Trail with Ypsilanti's parks system. (p 47)	% completed	Planning Department	\$\$\$	+++			✓	
Complete the pedestrian network in Ypsilanti. (Priority 1 items from Table 8.1, minus projects elsewhere in this table.) (p 48-51)	% completed	Planning Department	\$\$\$	+++		✓		
Install sharrows and "Share the Road" signage in prominent places throughout the City. (p 52)	% completed	Planning Department	\$\$	+++		✓		

Implement

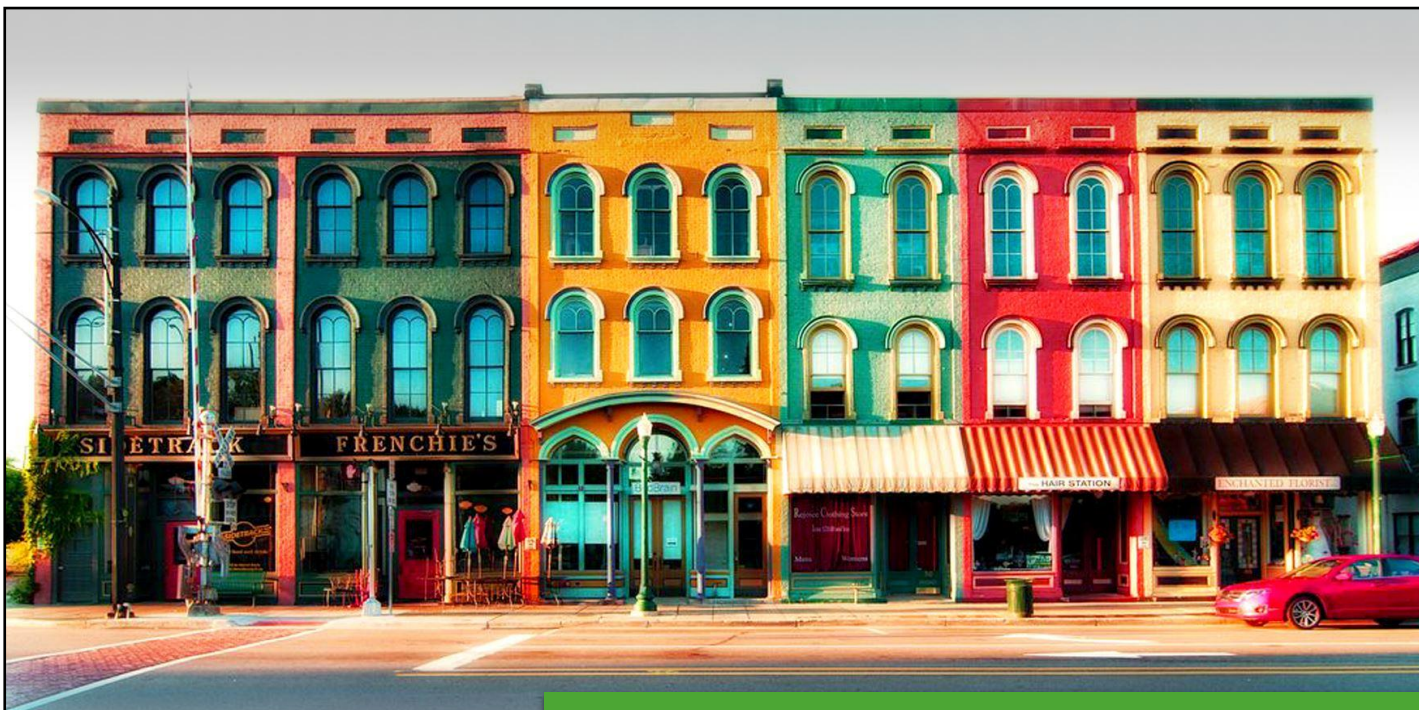
City of Ypsilanti

Table 12.4: BUILD								
Project	Progress Metric	Initiating Agency	Cost \$ (low) to \$\$\$ (high)	Impact + (low) to +++ (high)	Time to complete			
					1-3 years	3-5 years	5+ years	ongoing
Complete the pedestrian network in Ypsilanti. (Priority 2 items from Table 8.1) (p 48-51)	% completed	Planning Department	\$\$	++			✓	
Complete the bicycle transportation network in Ypsilanti. (Priority 1 items from Table 8.2) (p 52-54)	% completed	Planning Department	\$\$	+++		✓		
Complete the pedestrian network in Ypsilanti. (Priority 3 items from Table 8.1) (p 48-51)	% completed	Planning Department	\$\$	++			✓	
Complete the bicycle transportation network in Ypsilanti. (Priority 2 items from Table 8.2) (p 52-54)	% completed	Planning Department	\$\$	++			✓	
Complete the pedestrian network in Ypsilanti. (Priority 4 items from Table 8.1) (p 48-51)	% completed	Planning Department	\$\$	++			✓	
Complete the bicycle transportation network in Ypsilanti. (Priority 3 items from Table 8.2) (p 52-54)	% completed	Planning Department	\$\$	++			✓	
Complete the bicycle transportation network in Ypsilanti. (Priority 4 items from Table 8.2) (p 52-54)	% completed	Planning Department	\$\$	++			✓	
Complete the pedestrian network in Ypsilanti. (Priority 5 items from Table 8.1) (p 48-51)	% completed	Planning Department	\$\$	+			✓	
Complete the bicycle transportation network in Ypsilanti. (Priority 5 items from Table 8.2) (p 52-54)	% completed	Planning Department	\$\$	++			✓	

Table 12.5: PROMOTE							
Project	Cost	Impact	Time to complete				
	\$ (low) to \$\$\$ (high)	+ (low) to +++ (high)	1-3 years	3-5 years	5+ years	ongoing	
General Public Education Strategies							
Include information about walking, biking, and taking transit within Ypsilanti in City mailings, such as property tax bills, water bills, and Department of Public Services announcements. (p 55)	\$	+++					✓
Partner with Community Television Network, WEMU, and the Ypsilanti District Library to provide periodic non-motorized education sessions and public service bulletins. (p 55)	\$	+					✓
Create educational posters for display at high-traffic areas such as Ypsilanti District Library branches and local grocery and convenience stores. (p 55)	\$	+					✓
Work with local organizations to offer courses on how to operate a bicycle safely. (p 55)	\$\$	++					✓
Work with local landlords to distribute information to residents each fall and spring. (p 55)	\$\$	+++					✓
Create and promote a “Transportation in Ypsilanti” webpage that encapsulates relevant ordinances, transit routes, and safety tips. (p 55)	\$	++					✓
Work with the AATA on outreach to bus system users, including providing area maps at bus stops. (p 56)	\$\$	+++					✓
Work with Wireless Ypsi, local businesses, and the Convention and Visitor’s Bureau to raise awareness in visitors to the City. (p 56)	\$	++					✓
Partner with EMU to distribute information about opportunities for walking, biking, and taking transit within Ypsilanti as part of welcome events, student orientations, and other special events. (p 56)	\$	++					✓
Work with the Ypsilanti High School and Drivers’ Education providers to educate new drivers about interactions with bicyclists and pedestrians. (p 56)	\$\$	+++					✓

Table 12.5: PROMOTE

Project	Cost	Impact	Time to complete			
	\$ (low) to \$\$\$ (high)	+ (low) to +++ (high)	1-3 years	3-5 years	5+ years	ongoing
Promotion to Future Residents and Employers						
Promote and support such programs as Safe Routes to School, toDowntown, Guaranteed Ride Home, and car-sharing. (p 56)	\$\$	+++				✓
Pursue national certifications, such as the League of American Bicyclist's "Bike-Friendly City" award. (p 56)	\$	++				✓
Participate in the State of Michigan's "Promoting Active Communities" assessment each year that it is offered. (p 56)	\$	++				✓
Distribute press releases when significant non-motorized transportation and accessibility achievements are made. (p 56)	\$	++				✓



THE CITY OF YPSILANTI

ENERGY PLAN 2018



CITY OF
YPSILANTI

Home of Eastern Michigan University

November 2018

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ACKNOWLEDGMENTS

This report was written through a collaborative effort between the City of Ypsilanti City Manager's Office, EcoWorks, and the Southeast Michigan Regional Energy Office (SEMREO). The project was made possible by a grant awarded to EcoWorks from the C.S. Mott Foundation.

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Bonnie Wessler – City Planner

CITY COUNCIL

Mayor Beth Bashert
Mayor Pro Tem Lois Richardson
Council Member – Ward 1, Nicole Brown
Council Member – Ward 2, Steve Wilcoxen
Council Member – Ward 2, Jennifer Symanns
Council Member – Ward 3, Peter Murdock
Council Member – Ward 3, Anthony Morgan

SUSTAINABILITY COMMISSION

Chair - Keith Michalowski
Commission Member - Julia Bayha
Commission Member – Christian Cannon
Commission Member - Emily Drennen
Commission Member – Katy Greenwald
Commission Member - Nancy Heine
Commission Member - Thomas McKee
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Special Thanks

The authors would like to extend a special thanks to Bonnie Wessler for her leadership and commitment to the strategic energy planning process. Importantly, the author would also like to thank Rick Bunch for contributing initial revisions of this document.



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PURPOSE OF THE PLAN

This document lays the foundation for a robust energy plan employing six categories to help the City of Ypsilanti achieve its goals of saving energy and reducing costs. This plan is written in a complementary way to be easily added into existing plans such as the city's overall Master Plan. An action plan is located on page 28 and outlines each category by goals, timeframe, and subsequent actions that represent a step-by-step approach to maximizing facility efficiency within the budgetary constraints of the city.

AN ENERGY VISION FOR YPSILANTI

Having established a Sustainability Commission, adopted a Climate Action Plan, and completed numerous clean energy projects including solar photovoltaic installations, the City of Ypsilanti has demonstrated a commitment to reducing emissions and energy consumption in municipal facilities. The following pages represent a pathway for accomplishing the city's vision of becoming a clean, efficient city powered by renewable energy.

Energy production, management, and consumption are inextricably linked to environmental and community health and climate change – impacts that ripple through local economic development and municipal financial situations in ways that are hard to value but are real and significant nonetheless. Therefore, for municipalities and local governments, prioritizing clean energy projects in concert with long-term energy planning efforts can simultaneously promote community sustainability while generating significant financial benefits.

An energy plan is an important tool for cutting costs, reducing risks, and optimizing returns on investment - in other words, improving the bottom line, inescapably a central concern of city leaders. This benefit alone justifies the exercise. The City of Ypsilanti is positioned to benefit to a far greater and fundamental extent from development of an overall energy strategy that grows the top line - economic growth and municipal revenue - by helping the city become its best self.

The vision and goals articulated in the master plan, Climate Action Plan, and economic development and downtown plans, as well as the values widely held among residents, elected officials and city staff, all strongly resonate with an ambitious energy vision. For example, residents are conscious about costs, fossil fuel consumption, and public health; they have pushed for complete streets, lively downtowns and intact neighborhoods – and also have pushed for solar power, energy efficient buildings, modern LED street lighting and other clean-energy investments. These elements are powerful community-building commitments of a population that is confidently investing in their own future in the course of building and improving a strong and healthy city.

SUMMARY OF RECENT ACCOMPLISHMENTS

- During the planning process for this document, the City of Ypsilanti City Council passed a resolution in support of developing a Community Energy Strategic Plan for the City of Ypsilanti. The resolution language can be found in Appendix 1.
- In 2018, the city received the Michigan Green Communities bronze certification.
- The City of Ypsilanti established a Sustainability Commission effective February 2017 under Ordinance No. 1280. The ordinance language can be found in Appendix 2.
- The city is actively working to create a sustainability plan being led by the Sustainability Commission.
- In 2016, the City of Ypsilanti joined SolSmart earning a Gold SolSmart designation. Various variables of the program included: Determining path to designation; reviewing the zoning code, developing a checklist to make the solar permitting process more transparent; and cross-training inspection and permitting staff on solar PV.
- According to the City of Ypsilanti Resolution #2013-175, on April 2nd, 2013, “the City of Ypsilanti officially set its own goal of the City of Ypsilanti and its residents generate 5 MW of electricity from distributed solar, to reach 1,000 solar roofs by 2020.” The resolution language can be found in Appendix 3.
- Through a collaborative effort with Solar Ypsi, the city has invested resources in installing solar PV arrays throughout the city.

The development of a municipal energy vision will tie these efforts, as well as many other existing and future initiatives, into a coherent, prioritized and cost-effective framework that is synergistic with the city’s economic and social development, fiscal, sustainability and other goals.

SUMMARY OF RECOMMENDATIONS

The six sections of the Energy Plan present a wide range of recommended goals and actions to build on Ypsilanti’s strengths and improve its weaknesses related to energy management and sustainability in the city.

Recommendations reflect how Ypsilanti city management and leadership envision Ypsilanti’s energy future and relevant energy goals that the city wishes to achieve in order to advance that vision.

To this end, the opportunities for energy management are presented in six categories:

1. Project selection and implementation
2. Funding
3. Staffing
4. Policies and procedures
5. Data
6. Communications

A comprehensive set of action steps can be found in the Action Plan located at the end of this document.

Disclaimer:

This plan covers energy generation and uses in municipal facilities only and does not cover transportation planning or municipal fleet management. Also, while the plan does not directly address energy management for residents and businesses it is our hope that city officials, residents, and businesses will be encouraged by the success of municipal energy planning to adopt broader-reaching policies, practices, and projects.

1

PROJECT SELECTION & IMPLEMENTATION

The development of this energy plan revealed opportunities for updating how the city manages buildings and selects projects.

GOAL 1: IMPROVE MUNICIPAL BUILDING PERFORMANCE.

GOAL 2: IDENTIFY AND IMPLEMENT CLEAN ENERGY PROJECTS.

The EcoWorks/SEMREO approach to becoming a 100% renewable energy municipality begins with efficiency. Efficient buildings increase the benefits of renewable energy generation while creating comfortable, healthy work environments for municipal employees. The determination of which projects are tackled first is most effective as a data-driven decision guided by an understanding of which buildings are underperforming compared to other buildings of comparable size and use.

Second, a whole-building approach that examines how the various parts of the building work together is strongly recommended. Tackling only the “low-hanging fruit” for example, can lead to oversized HVAC systems, excess lighting, or lost opportunities to couple projects together for more attractive loan terms.

Finally, working across departments and gathering input from facilities maintenance staff and department heads can identify non-energy related building issues (mold, pests, etc.) that can be addressed simultaneously with other upgrades.

Reviewing ongoing planning efforts such as the city’s master plan will help to address priority ar-

eas and round out the final project selection process. A full set of recommended steps can be found in the Action Plan at the end of this document.

The City of Ypsilanti has been a longtime supporter of renewable energy and energy efficiency having completed numerous energy efficiency measures and solar PV projects at city facilities. A summary of implemented energy projects is located in Table B. As the city continues to invest in efficient projects it is recommended to conduct energy audits of municipally owned facilities as to prioritize poorly performing facilities.

It is recommended to incorporate future energy assessments into a larger municipal energy portfolio such as the capital improvement plan. Table A includes a summary of technical assessments and audits previously completed for the City of Ypsilanti.

The city has a strong history of addressing energy efficiency, however to the authors’ knowledge, the City of Ypsilanti has not consistently benchmarked and/or analyzed energy usage. Benchmarking facility energy usage via platforms like the EPA’s Portfolio Manager can empower the

Table A: Summary of Technical Assessments and Audits			
Facility Name	Assessment/Audit Description	Assessment/Audit Administrator	Assessment/Audit Date
Previous Assessments/Audits Over Last Five Years			
All Municipal Facilities	Energy Management Study	Honeywell	3/7/2007

city to best address usage, billing and rate issues independently.

Climate Action Plan Recommendations

In the 2012 City of Ypsilanti Climate Action Plan (CAP), it was recommended that the city implement a variety of direct investments, those most relevant to this energy plan are provided below:

- upgrade lighting fixtures in city buildings as soon as possible;
- install occupancy sensors on lights throughout public buildings;
- upgrade streetlights as quickly as possible, focusing on least efficient fixtures first with the city's revolving loan fund, working with the DDA, EMU and Regional Energy Office to achieve the best price through bulk upgrades and to identify any grants or other funding opportunities.

Two out of three of the recommendations have been implemented as of 2018. All DTE owned streetlights were converted to LED lights in 2014; all light fixtures in city buildings have been converted to LED as of 2016; these projects are also listed in the summary of implemented clean energy actions located in Table B. It is recommended to fulfill the remaining project of occupancy sensor installations on lights throughout public buildings.

According to the 2012 CAP, 54% of Ypsilanti's governmental sector emissions come from streetlights and traffic signals. It is recommended to upgrade the city's greenhouse gas (GHG) inventory to reflect the expected reduction in GHG from LED streetlight conversions.

The three following recommendation from the 2012 CAP are outside the scope of municipal facilities, but are valuable to project implementation and selection, diversifying municipal employee transportation options, and helping to reduce GHG emissions for the city:

- adopt a Green Globes certification requirement for any development project receiving at least \$10,000 in municipal incentives or tax abatements in a single year;
- continue development of bicycle and pedestrian network in coordination with Townships, WCRC, and Border to Border (B2B) trail development;
- partner with Eastern Michigan University bike-sharing program and car-sharing program.

None of the three recommendations listed above have been implemented yet.

With strong support for energy efficient projects from the City Council and Mayor, the city is positioned to continue exploration of creative methods to manage and finance energy efficiency improvements and clean energy projects. It is recommended to establish a process to continuously assess municipal facilities by way of energy audits and assessments. A trusted auditor such as Michigan Energy Options can help identify key opportunities for performance improvements.

An up-to-date summary of implemented clean energy actions is in Table B and a summary of clean energy projects to be completed in the near future is located in Table C.

GOING SOLAR:

"The city of Ypsilanti has partnered with grassroots effort SolarYpsi and independent power producer Chart House Energy to create a local team named Solar Destination Ypsilanti" for "the SunShot Prize: Solar in Your Community Challenge...The team plans to install three PV systems at the New Parkridge housing development, at the Ypsilanti Department of Public Services, and at the site of the old landfill near exit 183 on I-94."

Source:<http://www.secondwavemedia.com/concentrate/features/ypsisolar0449.aspx>

PROJECT COMMITMENT:

During the planning process of this energy plan, the City of Ypsilanti made a commitment to install a solar array at the Department of Public Service car port by year 2018.

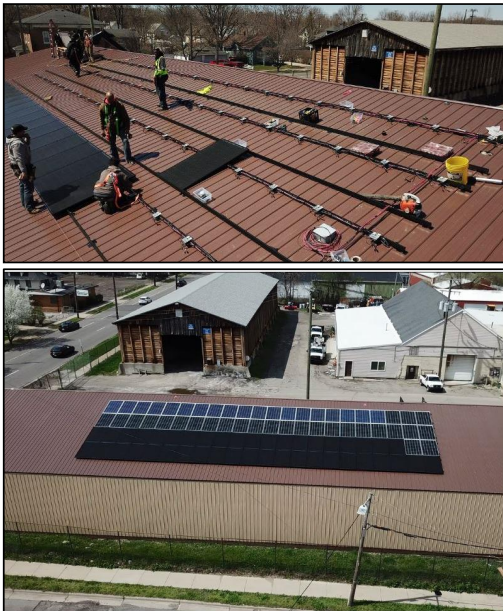


Figure 1. Solar array Installation on City of Ypsilanti Department of Public Service carport. Source: solarypsi.org



Figure 2. Solar array Installation on City of Ypsilanti Fire Station. Source: solarypsi.org



Figure 3. DTE Energy solar array located on land owned by Highland Cemetery. Source: City of Ypsilanti.



Figure 4. Solar array installed on historic property in City of Ypsilanti. Source: City of Ypsilanti.

Table B: Summary of Implemented Clean Energy Actions

Facility Name	Projects Completed								
	Project Description	Date Completed	Fund Source	Retro-Commissioning	Lighting	Building Envelope	Supplemental Loads (Electronic Equipment)	Renewable Energy	HVAC
Fire Station	Photovoltaic solar array expansion (52 SolarWorld 295-watt solar panels on the Ypsilanti Fire Station).	2018	Private funding source					✓	
DPS Carport	Photovoltaic solar array (19 SolarWorld 240-watt and 69 290-watt panels).	2018	Private funding source					✓	
Parkridge Meeting Center	Photovoltaic solar array (68 SolarWorld 290-watt panels).	2017	Lease						
Fire Station	Photovoltaic solar array (176 SolarWorld 285-watt solar panels).	2016	Lease					✓	
All Municipal Facilities	Converted lights to LED	2016	RLF		✓				
North River	844 kW Photovoltaic array on North River St north (collaboration with DTE).	2016	Lease					✓	
Senior Center	Photovoltaic solar array (20 SolarWorld 250-watt solar panels).	2015	Lease					✓	
Ypsilanti Freight house	Photovoltaic solar array (15 Unisolar 128-watt PVI solar panels).	2015	Private funding source					✓	
Parkridge Community Center	Photovoltaic solar array (19 Suniva MVX 270-watt mono solar panels).	2014	Lease					✓	
City Streetlights	All DTE owned streetlights converted to LED	2014	Special assessment		✓				

West Cross St.	Streetscaping on West Cross used LED fixtures in new streetlights	2011	Unknown		✓				
City Hall	2.5 kW photovoltaic solar array with help of Solar Ypsi initiative (12 Sanyo HIT 205 watt). <i>Historic District Commission developed explicit guidelines to streamline appropriate installation of solar panels on historic properties.</i>	2010	Lease					✓	

Table C: Project Action Plan Summary

Facility Name	Expected Implementation Date	Best Practices Opportunity										Preparation		Impact		
		Air Handlers/ RTUs	Boilers	Chillers	Cooking Equipment	DHW Systems	Heating/Cooling Systems	Building Envelope	Lighting	Other	Project Description	Building Drawings	Equipment Drawings, Manuals	Project Quote		Short-term or long-term
														Yes	No	
Former City Landfill	2020									✓	Photovoltaic solar array					L
Public facilities	TBD									✓	Ypsi Housing Commission and Solar Ypsi collaboration to do solar installations and provide job training.					L
Public facilities	TBD								✓		Install occupancy sensors on lights throughout public buildings.					S
City parking lots and city parks	TBD								✓		Upgrade exterior lighting in city owned parking lots and city parks.					L

IMPLEMENTATION STRATEGIES AND ACTIONS

GOAL 1: Improve municipal building performance.	
PSI1.1	Assemble all audit reports from any buildings that have had audits within the last 10 years.
PSI1.2	Review the existing capital improvement plan to identify any equipment that is otherwise due for replacement. Adopt a life cycle costing approach to equipment replacement decisions.
PSI1.3	Interview facilities maintenance staff, department heads, the city manager, the mayor, and other key staff and officials to identify any other energy-related needs or opportunities.
PSI1.4	Use the results of Portfolio Manager accounting to identify buildings that are underperforming and/or experiencing unusual spikes in consumption that may be a sign of gas leaks or malfunctioning electrical equipment.
PSI1.5	Have audits performed on underperforming buildings and/or any buildings that have not had an audit performed in the past 10 years.
PSI1.6	Have retro-commissioning studies performed on any building with equipment that is not due for replacement, but may be showing a steady decline in performance over time.
PSI1.7	Update the city's greenhouse gas (GHG) inventory to reflect the expected reduction in GHG from LED streetlight conversions.
PSI1.8	Prioritize the following unimplemented 2012 Climate Action Plan recommendations: 1. adopt a Green Globes certification requirement for any development project receiving at least \$10,000 in municipal incentives or tax abatements in a single year; 2. continue development of bicycle and pedestrian network in coordination with Townships, WCRC, and Border to Border (B2B) trail development; 3. partner with Eastern Michigan University bike-sharing program and car-sharing program.
PSI1.9	Review ongoing planning efforts including the city's master plan to identify any priority areas that may not be identified through a strictly data-driven approach.
PSI1.10	Assess existing electrical systems at all municipal buildings and ensure that facilities meet the minimum requirements of National Fire Protection Association (NFPA) and National Electrical Code (NEC).
GOAL 2: Identify and implement clean energy projects.	
PSI2.1	Prioritize table C: Project Action Plan Summary.
PSI2.2	Prioritize a list of potential energy assessments and audits to be completed in the next five years.
PSI2.3	Utilize the most efficient equipment available and incorporate renewable energy into the energy portfolio of each building including back-up generation.



PSI2.4

Using the information gathered in the steps above, select a suite of projects to undertake in the short-term. Couple projects with a short return on investment with projects with a long return on investment to improve the terms of longer ROI projects and facilitate their completion.

2

FUNDING

Most energy upgrades save municipalities money in the long term, but the challenges in obtaining upfront capital must be acknowledged. The steps identified in this document are recommendations geared toward avoiding impacts to the general fund and are outlined in the Action Plan located at the end of this document.

GOAL 1: INCREASE ENERGY EFFICIENCY AND RENEWABLE ENERGY FUNDING THROUGH INTERNAL AND EXTERNAL SOURCES.

GOAL 2: SUSTAIN THE CITY'S REVOLVING LOAN FUND.

To enhance current efforts an overview of less well-known funding opportunities is provided in table D to support municipal energy efficiency and/or renewable energy projects.

Revolving energy funds are a promising alternative to external financing where savings can then be used to fund future energy savings projects, capturing additional capital.

According to the city's 2012 Climate Action Plan, the City of Ypsilanti seeded a Revolving Loan

Fund with \$250,000 from past years' budget surpluses during the early 1990s, to finance municipal energy efficiency improvements.

Various project accomplishments like the LED lighting upgrade to all municipal facilities was made possible through the city's Revolving Loan Fund. It is recommended to annually track energy savings from RLF financed projects.

Regarding additional funding options, the city has pursued various grant funded opportunities such as the EcoWorks Municipal Energy Planning program funded by the C.S. Mott Foundation.



Dedicated Revolving Loan Fund Management:

It is recommended to assign dedicated staff to monitor and select projects for the revolving loan fund. Just a few benefits of consistent management include safeguarding funds from being spent on non-energy efficiency projects and increased municipal department and staff awareness of fund monies.

According to the 2012 City of Ypsilanti Climate Action Plan, it was recommended that the city “upgrade as many streetlights as possible with the city’s revolving loan fund, working with the DDA, EMU and Regional Energy Office to achieve the best price through bulk upgrades and to identify any grants or other funding opportunities;”.

Table D: Project Financing Options		
Financial Source	Eligible Projects	Available Funding
Loans		
State Revolving Fund	Renewable energy and energy efficiency measures	Varies
Michigan Saves	Energy efficiency and renewable energy projects for the residential, commercial, multifamily, and public sectors	Varies
Grants		
DOE Small Grants and EERE Exchange	Residential, commercial, and municipal building energy efficiency and renewable energy measures	\$1,000-\$100,000; Grant-specific
Private Foundations	Diverse renewable energy initiatives	Varies
Rebates		
DTE Commercial & Industry Energy Efficiency Program	Energy efficiency improvements, equipment replacement, efficient retrofits	Varies by equipment
Alternative Options		
Tax- exempt Lease Purchase (TELP)	Energy conservation improvements	Municipality annual appropriations
Third-party Power Purchase Agreement (PPA)	Renewable energy projects i.e. solar photovoltaic	Varies

IMPLEMENTATION STRATEGIES AND ACTIONS

GOAL 1: Increase energy efficiency and renewable energy funding through internal and external sources.	
F1.1	Apply for applicable utility-based energy waste reduction programs.
F1.2	Continue to take advantage of sporadic and time-sensitive grant opportunities like the Mott funded Energy Planning with EcoWorks.
F1.3	Review the table of Project Financing Options located in Table D of this document for financing mechanisms that may be a good fit for a particular project or need.
GOAL 2: Sustain the city's revolving loan fund.	
F2.1	Assign dedicated staff to monitor and select projects for the revolving loan fund.
F2.2	Report on the revolving loan fund annually during budget review.
F2.3	Establish and adopt guidelines for revolving loan fund decision criteria.
F2.4	Define scope of the fund (i.e. single building, municipal, community-wide).
F2.5	Return 80% of energy cost savings from all projects to the revolving energy fund to allow for seeding of projects in the following year.

3

STAFFING

For many years, the Mayor, Council and community members have spearheaded energy efficiency projects for the city. Supporting that work have been the City Manager, the Department of Public Services, the Community & Economic Development Department, and the Finance Department. There is currently no one point of contact or responsibility for energy efficiency or other sustainability initiatives; elected officials and staff lead these as the opportunities arise. The planning process associated with this document revealed the need for dedicated staff to lead the ongoing and future energy management and sustainability work.

GOAL 1: ESTABLISH AN ENERGY MANAGER POSITION.

GOAL 2: INCORPORATE THIS ENERGY PLAN INTO THE SCOPE OF WORK FOR THE CITY'S SUSTAINABILITY COMMISSION.

Cities that have successfully managed their energy portfolios have dedicated staff to lead the work. This is typically a staff member who has the technical skills necessary to identify key energy projects, has the authority level to move projects through the approvals process, and the financial know-how to make sure that projects fit within the budgetary constraints of a city.

For larger cities with populations of 100,000 or more, it is recommended to hire a full-time energy manager to serve on the municipal staff. For cities under 100,000 in population, a part-time energy manager is typically sufficient. This person may be on staff or be part of a third-party organization like the members of the Michigan Community Energy Partnership (MI-CEP) which includes EcoWorks, SEMREO, SEEDS, and Michigan Energy Options.

Regardless of the staffing structure for the energy manager, political buy-in from decision

makers including the mayor, city manager, members of city council, and department heads is essential for making productive changes in how a city manages its energy portfolio.

The City of Ypsilanti created a sustainability commission with ordinance No. 1280 (please refer to Appendix 2), effective February 2017. The commission is made up of nine regular members, serving for staggered three-year terms, and two non-voting youth members serving one-year terms. Incorporating this energy plan into the scope of work for the city's sustainability commission is recommended to compliment energy efforts pursued by the city.

In the City of Ypsilanti, the City Manager's Office, the Office of the Mayor, the City Council, and the Department of Economic Development have all been supportive and instrumental in passing significant energy goals. Establishment of at least a part-time Energy Manager is a strong next step toward ensuring that these energy goals are

brought to fruition and sustained. In the meanwhile, it is recommended that the city establish authority of an interim Energy Manager to coordinate energy management activities and identify the individual as a recognized resource for city staff.

The bullets below are recommended components of the job description of an Energy Manager:

- Monitor energy bills and facility performance for all of the city's holdings.
- Manage capital improvement projects related to energy efficiency or renewable energy generation.
- Lead bid processes for large-scale energy efficiency and/or renewable energy projects.
- Promote the energy vision among staff, residents, and businesses.
- Seek grants, loans, special assessments, bonds, PPAs, and/or other external funding mechanisms to implement clean energy projects.
- Support the establishment of policies and procedures that make energy efficiency and/or renewable energy projects easier to undertake in the city.
- Establish and facilitate an energy commission of local government staff and officials as well as residents who will be responsible for enacting the energy vision of the city.



IMPLEMENTATION STRATEGIES AND ACTIONS

GOAL 1: Establish an Energy Manager position.	
S1.1	Continue to support the City Manager's Office as the resource for energy management activities and initiatives.
S1.2	Hire a part-time Energy Manager as an added part of a current employee's job description, as a new position within the government, or as a third-party contract.
GOAL 2: Incorporate this energy plan into the scope of work for the city's Sustainability Commission.	
S2.1	Include implementation of this Action Plan in the Sustainability Commission scope of work.
S2.2	Establish an energy sub-committee within the Sustainability Commission.

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4

POLICIES AND PROCEDURES

The City of Ypsilanti Sustainability Commission is committed to establishing a comprehensive sustainability plan within the next couple of years. This commitment is outlined in ordinance 1280 (please refer to Appendix 2). The planning process involved in this document revealed opportunities for the city to take this commitment and continue to institute written energy policy that improves sustainable design and raises awareness within the community.

GOAL 1: PROMOTE AND STRENGTHEN ENERGY MANAGEMENT POLICIES AND PROCEDURES.

GOAL 2: IMPROVE KNOWLEDGE OF ENERGY MANAGEMENT AND SUSTAINABLE DESIGN AMONG CITY STAFF AND APPOINTED AND ELECTED OFFICIALS.

The sections discussed previously including project selection and implementation, funding, and staffing, are all critical to beginning the transition to becoming a clean energy city, but changes in policy and procedures are essential follow ups to build clean energy into city operations and ensure the longevity of efforts regardless of staff turnover or election cycle.



IMPLEMENTATION STRATEGIES AND ACTIONS

GOAL 1: Promote and strengthen energy management policies and procedures.	
PP1.1	Continue to promote “alternative energy” zoning policies permitted as an accessory use in all districts, subject to certain conditions- PV panels have to be building-mounted or, in the case of solar lighting, attached to the light pole; geothermal and solar water heating are also permitted everywhere; wind is only permitted when attached to a building; other methods are also potentially permissible- upon consultation with city planning and Development Department, Planning Commission, and other departments as fit.
PP1.2	Continue to promote installation of “alternative energy” according to the Ypsilanti Historical Preservation ordinance and the Standards for Rehabilitation of Historic Structures set by the U.S. Secretary of the Interior governing the review of any work proposed in the district. The term “alternative energy” covers a variety of technologies including geothermal, wind, and solar power.
PP1.3	Continue to promote “alternative energy” special use permitting policies including solar farms/solar as a primary use permissible with a special use permit in city Parks zoning district and Production, Manufacturing, and Distribution (industrial) zoning district.
PP1.4	Pass a council resolution in support of adopting this Energy Plan.
PP1.5	Examine procurement policies to ensure that the bidding and/or purchasing processes account for the energy efficiency of equipment and do not create a barrier to implementing clean energy projects.
PP1.6	Pass a resolution or policy that requires the city to benchmark energy consumption data annually for all municipal buildings and report the usage to City Council annually.
PP1.7	Continue to promote the goal of the City of Ypsilanti and its residents to generate 5 MW of electricity from distributed solar, to reach 1,000 solar roofs by 2020.
PP1.8	Establish and adopt a municipal energy vision statement.
PP1.9	Create and adopt a Sustainability Plan.
PP1.10	Sign and uphold the commitments of the Paris Climate Agreement.
PP1.11	Sign and uphold the Sierra Club’s Ready for 100 pledge to commit to running your city facilities on 100% renewable energy.
PP1.12	During the city’s next master plan cycle, adopt energy policy guidance as a part of the Master Plan.
PP1.13	Consider development of a clean vehicle fleet plan.
GOAL 2: Improve knowledge of energy management and sustainable design among city staff, appointed and elected officials.	
PP2.1	Include information on the city’s energy vision and energy management strategy in the orientation packets for all appointed and elected members of boards and commissions as well as municipal staff members.

5

DATA

The planning process revealed opportunities to benchmark energy consumption data and in return save money.

GOAL 1: IMPROVE THE DATA-DRIVEN APPROACH TO MANAGING ENERGY USAGE.

GOAL 2: ESTABLISH A PROCESS TO ANALYZE DATA TO DETERMINE ENERGY USE TRENDS AND BILLING ERRORS.

GOAL 3: IMPROVE COMMUNICATIONS WITH FACILITY MANAGERS, UTILITY PROVIDERS, AND RELEVANT CONTRACTORS TO RESOLVE ISSUES QUICKLY.

To help stretch project dollars as far as possible and ensure the “best bang for the buck”, a data-driven approach to decision making should be taken. By assessing Ypsilanti’s current annual energy consumption and dollar expenditure, it becomes possible to identify in quantifiable terms underperforming facilities, gas leaks, and sometimes even faulty equipment causing otherwise unexplained spikes in energy consumption and/or gradual increases in energy consumption that are not explained by other factors.

TIPS!

Gas leaks are an emergency and the appropriate hotline should be called immediately:

- DTE Energy Gas Leak Hotline: 1-800-947-5000

The widespread energy and financial benefits of systematically reporting and analyzing energy

HOW TO BENCHMARK:

Begin benchmarking by gathering all available information on municipal facilities including 12-36 months of energy bills, square footage, occupancy levels, and the year built.

Common places to look for missing information are your facility managers, finance department, and/or your DTE account representative.

The Energy Star Portfolio Manager tool is recommended for tracking. This tool will enable your energy manager to compare, at a glance, each building’s performance against similar buildings in your region as well as with one another.

data with Portfolio Manager are reflected in the findings of a study on benchmarking and energy savings conducted by the U.S. Environmental Protection Agency. With data from over 35,000 facilities using the EPA Portfolio Manager tool

for energy benchmarking, average energy consumption per building was reduced by 7% over the period of 2008-2011.

The Planning and Development Department and the Finance Department are working together

collecting electricity and natural gas bills and establishing a list of facilities and associated addresses, square footage, account numbers, and meter numbers. City Planner, Bonnie Wessler is leading the benchmarking effort with technical assistance from EcoWorks.



IMPLEMENTATION STRATEGIES AND ACTIONS

GOAL 1: Improve the data-driven approach to managing energy use.	
D1.1	Collect copies of the previous 12-36 months of energy (gas, electricity, and steam) consumption data and enter into a spreadsheet format consistent with Portfolio Manager.
D1.2	Create a spreadsheet on the shared drive to organize energy use information including the appropriate level of detail such as facility name, address, account numbers, meter numbers, square footage, year built, number of computers etc.
D1.3	Create a Portfolio Manager account to upload all building and consumption information into the EPA's Portfolio Manager.
D1.4	Establish a process to populate energy consumption data monthly or quarterly into Portfolio Manager.
GOAL 2: Establish a process to analyze data to determine energy use trends and billing errors.	
D2.1	Examine bills from each facility for any errors or rate optimization that may be possible.
D2.2	Set a base year for comparison using the most complete and relevant sets of data and normalize for weather.
D2.3	Audit at least 10% of energy consumption data in Portfolio Manager for quality assurance/quality control.
D2.4	Look at each building's performance noting any energy spikes or gradual increases in energy consumption that may indicate mechanical failures or leaks.
D2.5	Look at how your facilities compare to others in the region. For any buildings that have recently had upgrades, ensure that the expected drops in energy consumption are also represented. The absence of reductions may indicate failing equipment or incorrect installation.
GOAL 3: Improve communications with facility managers, utility providers, and relevant contractors to resolve issues quickly.	
D3.1	Call DTE to request any refunds for billing errors.
D3.2	Ensure that it is part of the energy manager's task load to review building performance quarterly to flag any new issues.

6

COMMUNICATION

The City Manager's office currently uses face to face meetings to communicate with staff. Fully using existing and potential channels of communication across departments and with constituents is key to the implementation of any energy plan.

GOAL 1: IMPROVE ENERGY AND SUSTAINABILITY-RELATED COMMUNICATION RESOURCES.

GOAL 2: PROMOTE AND SHARE ENERGY REDUCTION ACHIEVEMENTS WITH STAFF AND RESIDENTS.

Energy conservation as a municipal-wide strategy will be most successful when it is built into the culture of the organization. Sharing project successes and conservation tips broadly through the communications channels of the City so that there is awareness among staff, officials, and boards is encouraged. Full adoption of the energy vision will ensure that energy conservation cascades throughout the City's various operations in ways that will likely be creative and surprising.



IMPLEMENTATION STRATEGIES AND ACTIONS

GOAL 1: Improve energy and sustainability-related communication resources.	
C1.1	Highlight achievements at the municipal, departmental, and individual level by way of an annual report and submit to the Sustainability Commission and the City Council.
C1.2	Distribute easy to follow tips and reminders about the city's energy vision on a regular basis (monthly or quarterly).
C1.3	Publish the final adopted version of this energy plan on the city's website.
GOAL 2: Promote and share energy reduction achievements and projects with staff and residents.	
C2.1	Promote the city's energy vision on municipal marketing materials, the city's website, through regional conferences, and/or other appropriate communication mechanisms.
C2.2	Increase communications and citizen outreach around sustainability, publicizing efforts and providing information on how citizens can get involved or replicate green initiatives.
C2.3	Consider the development of a website dashboard to report on municipal energy management achievements and progress.
C2.4	Continue reporting on energy management progress via the Michigan Green Communities Challenge annually.
C2.5	Work with community stakeholders to initiate an energy competition (the University and city can partner together to challenge another city and university to an energy reduction competition).
C2.6	Provide a discounted AATA pass via the City Treasurer and DDA as an alternative to downtown parking permits (City Hall can lead by example by implementing a parking cash-out alternative benefit option for employees currently eligible for parking permits).

ACTION PLAN

In order for the Energy Plan to be implemented, the city and relevant community stakeholders must carry out the actions needed to achieve the goals and the vision for Ypsilanti's future. The Action Plan should be updated frequently by the energy manager who will serve in an overall project management capacity and advised by the Sustainability Commission. This Action Plan can be used as a checklist to acknowledge accomplishments and identify next steps which the city can consider at critical decision-making points.

Time Frame

ONGOING: Actions that require continuous monitoring or effort.

NOW: Begin work immediately upon plan adoption.

1-2 YEARS: Begin work within 1-2 years.

3-5 YEARS: Begin work within 3-5 years.

Next Master Planning Cycle: Actions recommended for next master plan update.

RECOMMENDED TASK LEADERS INVOLVED

CITY GOVERNMENT:

City Mayor

City Manager (CM)

Department of Public Works (DPW)

Planning and Development

Finance

Energy Manager (EM)*

*Proposed new position

BOARDS AND COMMISSIONS:

City Council

Sustainability Commission (SC)

Downtown Development Authority (DDA)

Planning Commission (PC)

Parks and Recreation (PRC)

PROJECT SELECTION AND IMPLEMENTATION		
ACTION	TIME FRAME	LEAD DEPARTMENT

GOAL 1: Improve municipal building performance.

PSI1.1	Assemble all audit reports from any buildings that have had audits within the last 10 years.	NOW	EM
PSI1.2	Review the existing capital improvement plan to identify any equipment that is otherwise due for replacement. Adopt a life cycle costing approach to equipment replacement decisions.	NOW	EM/Finance
PSI1.3	Interview facilities maintenance staff, department heads, the city manager, the mayor, and other key staff and officials to identify any other energy-related needs or opportunities.	NOW	EM
PSI1.4	Use the results of Portfolio Manager accounting to identify buildings that are underperforming and/or experiencing unusual spikes in consumption that may be a sign of gas leaks or malfunctioning electrical equipment.	1-2 YEARS	EM
PSI1.5	Have audits performed on underperforming buildings and/or any buildings that have not had an audit performed in the past 10 years.	1-2 YEARS	EM
PSI1.6	Have retro-commissioning studies performed on any building with equipment that is not due for replacement, but may be showing a steady decline in performance over time.	1-2 YEARS	EM/CM
PSI1.7	Update the city's greenhouse gas (GHG) inventory to reflect the expected reduction in GHG from LED streetlight conversions.	1-2 YEARS	EM
PSI1.8	Prioritize the following unimplemented 2012 Climate Action Plan recommendations: 1. adopt a Green Globes certification requirement for any development project receiving at least \$10,000 in municipal incentives or tax abatements in a single year; 2. continue development of bicycle and pedestrian network in coordination with Townships, WCRC, and Border to Border (B2B) trail development; 3. partner with Eastern Michigan University bike-sharing program and car-sharing program.	1-2 YEARS	EM/CM
PSI1.9	Review ongoing planning efforts including the city's master plan to identify any priority areas that may not be identified through a strictly data-driven approach.	Next Master Planning cycle	EM/PC/Planning & Development
PSI1.10	Assess existing electrical systems at all municipal buildings and ensure that facilities meet the minimum requirements of National Fire Protection	1-2 YEARS	EM

	Association (NFPA) and National Electrical Code (NEC).		
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GOAL 2: Identify and implement clean energy projects.

PSI2.1	Prioritize table C: Project Action Plan Summary.	NOW	SC/City Council
PSI2.2	Prioritize a list of potential energy assessments and audits to be completed in the next five years.	Now	SC/City Council
PSI2.3	Utilize the most efficient equipment available and incorporate renewable energy into the energy portfolio of each building including back-up generation.	1-2 YEARS	DPW/SC
PSI2.4	Using the information gathered in the steps above, select a suite of projects to undertake in the short-term. Couple projects with a short return on investment with projects with a long return on investment to improve the terms of longer ROI projects and facilitate their completion.	1-2 YEARS	EM/CM

FUNDING		
ACTION	TIME FRAME	LEAD DEPARTMENT

GOAL 1: Increase energy efficiency and renewable energy funding through internal and external sources.

F1.1	Apply for applicable utility-based energy waste reduction programs.	ONGOING	EM
F1.2	Continue to take advantage of sporadic and time-sensitive grant opportunities like the Mott funded Energy Planning with EcoWorks.	ONGOING	EM
F1.3	Review the table of Project Financing Options located in Table D of this document for financing mechanisms that may be a good fit for a particular project or need.	NOW	EM/Finance

GOAL 2: Sustain the city's revolving loan fund.

F2.1	Assign dedicated staff to monitor and select projects for the revolving loan fund.	NOW	EM/Finance
F2.2	Report on the revolving loan fund annually during budget review.	NOW	EM/Finance
F2.3	Establish and adopt guidelines for revolving loan fund decision criteria.	NOW	EM/CM
F2.4	Define scope of the fund (i.e. single building, municipal, community-wide).	NOW	EM/CM
F2.5	Return 80% of energy cost savings from all projects to the revolving energy fund to allow for seeding of projects in the following year.	NOW	Finance

STAFFING		
ACTION	TIME FRAME	LEAD DEPARTMENT

GOAL 1: Establish an Energy Manager position.

S1.1	Continue to support the City Manager's Office as the resource for energy management activities and initiatives.	NOW	CM
S1.2	Hire a part-time Energy Manager as an added part of a current employee's job description, as a new position within the government, or as a third-party contract.	NOW	CM

GOAL 2: Incorporate this energy plan into the scope of work for the city's Sustainability Commission.

S2.1	Include implementation of this Action Plan in the Sustainability Commission scope of work.	NOW	SC
S2.2	Establish an energy sub-committee within the Sustainability Commission.	NOW	SC

POLICIES AND PROCEDURES		
ACTION	TIME FRAME	LEAD DEPARTMENT

GOAL 1: Promote and strengthen energy management policies and procedures.

PP1.1	Continue to promote "alternative energy" zoning policies permitted as an accessory use in all districts, subject to certain conditions- PV panels have to be building-mounted or, in the case of solar lighting, attached to the light pole; geothermal and solar water heating are also permitted everywhere; wind is only permitted when attached to a building; other methods are also potentially permissible- upon consultation with city planning and Development Department, Planning Commission, and other departments as fit.	ONGOING	Planning & Development
PP1.2	Continue to promote installation of "alternative energy" according to the Ypsilanti Historical Preservation ordinance and the Standards for Rehabilitation of Historic Structures set by the U.S. Secretary of the Interior governing the review of any work proposed in the district. The term "alternative energy" covers a variety of technologies including geothermal, wind, and solar power.	ONGOING	Planning & Development
PP1.3	Continue to promote "alternative energy" special use permitting policies including solar farms/solar as a primary use permissible with a special use permit in city Parks zoning district and Production,	ONGOING	Planning & Development

	Manufacturing, and Distribution (industrial) zoning district.		
PP1.4	Pass a council resolution in support of adopting this Energy Plan.	NOW	City Council
PP1.5	Examine procurement policies to ensure that the bidding and/or purchasing processes account for the energy efficiency of equipment and do not create a barrier to implementing clean energy projects.	NOW	CM/City Council
PP1.6	Pass a resolution or policy that requires the city to benchmark energy consumption data annually for all municipal buildings and report the usage to City Council annually.	NOW	City Council
PP1.7	Continue to promote the goal of the City of Ypsilanti and its residents to generate 5 MW of electricity from distributed solar, to reach 1,000 solar roofs by 2020.	1-2 YEARS	EM
PP1.8	Establish and adopt a municipal energy vision statement.	1-2 YEARS	City Council
PP1.9	Create and adopt a Sustainability Plan.	1-2 YEARS	SC
PP1.10	Sign and uphold the commitments of the Paris Climate Agreement.	NOW	City Council
PP1.11	Sign and uphold the Sierra Club's Ready for 100 pledge to commit to running your city facilities on 100% renewable energy.	NOW	City Council
PP1.12	During the city's next master plan cycle, adopt energy policy guidance as a part of the Master Plan.	Next Master Planning cycle	PC
PP1.13	Consider development of a clean vehicle fleet plan.	1-2 YEARS	SC

GOAL 2: Improve knowledge of energy management and sustainable design among city staff, appointed and elected officials.

PP2.1	Include information on the city's energy vision and energy management strategy in the orientation packets for all appointed and elected members of boards and commissions as well as municipal staff members.	1-2 YEARS	EM
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DATA

ACTION	TIME FRAME	LEAD DEPARTMENT
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GOAL 1: Improve the data-driven approach to managing energy use.

D1.1	Collect copies of the previous 12-36 months of energy (gas, electricity, and steam) consumption data and enter into a spreadsheet format consistent with Portfolio Manager.	NOW	EM
D1.2	Create a spreadsheet on the shared drive to organize energy use information including the appropriate level of detail such as facility name, address, account	NOW	EM

	numbers, meter numbers, square footage, year built, number of computers etc.		
D1.3	Create a Portfolio Manager account to upload all building and consumption information into the EPA's Portfolio Manager.	NOW	EM
D1.4	Establish a process to populate energy consumption data monthly or quarterly into Portfolio Manager.	NOW	EM

GOAL 2: Establish a process to analyze data to determine energy use trends and billing errors.

D2.1	Examine bills from each facility for any errors or rate optimization that may be possible.	1-2 YEARS	EM/Finance
D2.2	Set a base year for comparison using the most complete and relevant sets of data and normalize for weather.	1-2 YEARS	EM
D2.3	Audit at least 10% of energy consumption data in Portfolio Manager for quality assurance/quality control.	1-2 YEARS	EM
D2.4	Look at each building's performance noting any energy spikes or gradual increases in energy consumption that may indicate mechanical failures or leaks.	1-2 YEARS	EM
D2.5	Look at how your facilities compare to others in the region. For any buildings that have recently had upgrades, ensure that the expected drops in energy consumption are also represented. The absence of reductions may indicate failing equipment or incorrect installation.	1-2 YEARS	EM

GOAL 3: Improve communications with facility managers, utility providers, and relevant contractors to resolve issues quickly.

D3.1	Call DTE to request any refunds for billing errors.	NOW	Finance
D3.2	Ensure that it is part of the energy manager's task load to review building performance quarterly to flag any new issues.	NOW	CM

COMMUNICATION

ACTION	TIME FRAME	LEAD DEPARTMENT
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GOAL 1: Improve energy and sustainability-related communication resources.

C1.1	Highlight achievements at the municipal, departmental, and individual level by way of an annual report and submit to the Sustainability Commission and the City Council.	NOW	EM
C1.2	Distribute easy to follow tips and reminders about the city's energy vision on a regular basis (monthly or quarterly).	NOW	EM

C 1.3	Publish the final adopted version of this energy plan on the city's website.	NOW	EM
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GOAL 2: Promote and share energy reduction achievements with staff and residents.

C2.1	Promote the city's energy vision on municipal marketing materials, the city's website, through regional conferences, and/or other appropriate communication mechanisms.	NOW	EM/CM
C2.2	Increase communications and citizen outreach around sustainability, publicizing efforts and providing information on how citizens can get involved or replicate green initiatives.	NOW	EM
C2.3	Consider the development of a website dashboard to report on municipal energy management achievements and progress.	3-5 YEARS	EM
C2.4	Continue reporting on energy management progress via the Michigan Green Communities Challenge annually.	ONGOING	EM
C2.5	Work with community stakeholders to initiate an energy competition (the University and city can partner together to challenge another city and university to an energy reduction competition).	3-5 YEARS	SC
C2.6	Provide a discounted AATA pass via the City Treasurer and DDA as an alternative to downtown parking permits (City Hall can lead by example by implementing a parking cash-out alternative benefit option for employees currently eligible for parking permits).	3-5 YEARS	DDA

LIST OF APPENDICES

Appendix 1 – Memorandum of Understanding – Community Energy Management Planning Project, Resolution No. 2017-261

Appendix 2 - Ordinance No. 1280 – Establish Sustainability Commission

Appendix 3 – Resolution for 1,000 Solar Roofs Initiative, Resolution No. 2013-175



SOUTHEAST MICHIGAN  REGIONAL ENERGY OFFICE





REQUEST FOR LEGISLATION

November 14, 2017

To: Honorable Mayor and Ypsilanti City Council

From: Darwin D. P. McClary, City Manager

Subject: **MEMORANDUM OF UNDERSTANDING – COMMUNITY ENERGY
MANAGEMENT PLANNING PROJECT**

SUMMARY & BACKGROUND:

City Council is being requested to approve a Memorandum of Understanding (MOU) between the city, EcoWorks, and the Southeast Michigan Regional Energy Office (SEMREO) allowing the three entities to collaborate on the completion of a Community Energy Management Planning project for the city. EcoWorks and SEMREO would provide energy management planning services to the city resulting in the development of a prioritized clean energy management plan. The city would commit to making a good faith effort to launch at least one energy efficiency or renewable energy project totaling at least \$5,000 in value within one year of the completion of the planning project. The city will not incur any cost for completion of the energy management planning work. This project would complement the city's Climate Action Plan and other energy efficiency and sustainability efforts.

PREVIOUS COUNCIL ACTION:

None

FINANCIAL IMPACT:

None to complete the Community Energy Management Planning Project; the city would commit to making a good faith effort to launch at least one energy efficiency or renewable energy project totaling at least \$5,000 within one year of completion of the planning project.

RECOMMENDED ACTION:

Approve the Memorandum of Understanding between EcoWorks, SEMREO, and the city for the Community Energy Management Planning Project and authorize the City Manager to execute the MOU on behalf of the city.

ATTACHMENTS:

Copy of Proposed Memorandum of Understanding for Community Energy Management Planning Project

CITY MANAGER APPROVAL: DDPM

COUNCIL AGENDA DATE: 11/14/2017

CITY MANAGER COMMENTS: Recommend approval of MOU as presented

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2017 - 261
November 14, 2017

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the City of Ypsilanti recognizes the importance of undertaking energy efficiency and renewable energy initiatives as part of its efforts to promote community sustainability; and

WHEREAS, the Southeast Michigan Regional Energy Office, EcoWorks, and Mott Foundation work collaboratively to fund and implement the Community Energy Management Planning Program to provide valuable planning assistance to Michigan municipalities to prepare and implement energy efficiency and renewable energy projects at no cost to those municipalities; and

WHEREAS, the Ypsilanti city council seeks to utilize the Community Energy Management Planning Program to help meet the city's own energy efficiency and renewable energy needs;

NOW THEREFORE BE IT RESOLVED BY THE CITY OF YPSILANTI that the city council does hereby approve the Memorandum of Understanding between EcoWorks, Southeast Michigan Regional Energy Office, and the city to permit the collaboration between the three entities on the preparation of a Community Energy Management Plan for the city at no cost to the city; and

BE IT FURTHER RESOLVED that the city council does hereby commit to making a good faith effort to launch an energy efficiency or renewable energy project totaling a minimum value of \$5,000 within one year of completion of the plan; and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to execute the Memorandum of Understanding on behalf of the city after approval of the agreement by the City Attorney as to form.

OFFERED BY: Council Member Richardson

SUPPORTED BY: Council Member Bashert

YES: 6 NO: 0 ABSENT: 1 (Edmonds) VOTE: Carried

I do hereby certify that the above resolution is a true and correct copy of Resolution 2017-261 as passed by the Ypsilanti City Council, at their meeting held on November 14, 2017.

Frances McMullan, City Clerk



**CITY OF YPSILANTI
NOTICE OF ADOPTED ORDINANCE
Ordinance No. 1280**

An ordinance to establish a Sustainability Commission

1. THE CITY OF YPSILANTI HEREBY ORDAINS That

The Ypsilanti City Code is hereby amended by adding a new Division 5 Sustainability Commission, to Chapter 2 Administration, Article IV Boards and Commissions, as follows:

Division 5. SUSTAINABILITY COMMISSION

Section 2.171 Sustainability Commission Rationale

City Council by resolution 2016-258, dated November 14, 2016 set forth the reasons for a Sustainability Commission, including:

- a. To create a model of sustainability through efforts to advocate, educate and promote the social, economic and environmental health of the community now and into the future.
- b. To broaden the lens and scope of energy and environmental needs in the future such as wind, solar, clean air, water and improving infrastructure.
- c. To recognize natural resources as chief assets of the City of Ypsilanti and encouraging responsible stewardship of these assets.
- d. To collaborate with citizens, employees, employers, service providers and other governmental agencies and educational agencies to share ideas.
- e. To create a Sustainability Plan.
- f. To review the City of Ypsilanti's Climate Action Plan, Alternate Fuel Policy, the Michigan Green Communities Challenge, and other plans and policies and to continue the work of said plans and policies.
- g. To prioritize sustainability policies.

Section 2.172. Created

Pursuant to Ypsilanti City Charter section 9.03, a commission is hereby created known as the Ypsilanti Sustainability Commission,

- a. to consist of nine regular members, serving for staggered three year terms, and two non-voting youth members serving one year terms. two non-voting youth members to serve one year terms.

- b. There shall be a staff person assigned to the commission.
- c. There shall be a Council liaison appointed to the Commission by City Council.
- d. Commissioners shall be city residents, except that not more than three commissioners may be non-residents of the city of Ypsilanti.

Section 2.173 Appointment

Commissioners shall be appointed by the Mayor with the approval and confirmation of a majority of city council. Non-resident commissioners shall require a finding of the best interest of the city and approval and confirmation of not less than five affirmative votes of city council members.

Section 2.174 Duties

Duties of the Ypsilanti Sustainability Commission shall be to:

- a. Establish by-laws, subject to the approval of the City Council.
- b. Elect officers including a Commission chairperson.
- c. Establish a meeting schedule and meet at least quarterly.
- d. Take action to fulfill the reasons and rationale for the Sustainability Commission set out in Section 2.171, above.
- e. To report Commission actions and findings and make recommendations to City Council at least annually.

2. Severability. If any clause, sentence, section, paragraph, or part of this ordinance, or the application thereof to any person, firm, corporation, legal entity, or circumstances, shall be for any reason adjudged by a court of competent jurisdiction to be unconstitutional or invalid, such judgment shall not effect, impair, or invalidate the remainder of this Ordinance and the application of such provision to other persons, firms, corporations, legal entities, or circumstances by such judgment shall be confined in its operation to the clause, sentence, section, paragraph, or part of this Ordinance thereof directly involved in the case or controversy in which such judgment shall have been rendered and to the person, firm, corporation, legal entity, or circumstances then and there involved. It is hereby declared to be the legislative intent of this body that the Ordinance would have been adopted had such invalid or unconstitutional provisions not have been included in this Ordinance.

3. Repeal. All other Ordinances inconsistent with the provisions of this Ordinance are, to the extent of such inconsistencies, hereby repealed.

4. Savings Clause. The balance of the Code of Ordinances, City of Ypsilanti, Michigan, except as herein or previously amended, shall remain in full force and effect. The repeal provided herein shall not abrogate or affect any offense or act committed or done, or any penalty or forfeiture incurred, or any pending fee, assessments, litigation, or prosecution of any right established, occurring prior to the effective date hereof.

5. Copies to be available. Copies of the Ordinance are available at the office of the city clerk for inspection by, and distribution to, the public during normal office hours. A complete copy of the ordinance is also available for inspection on the City's website, www.cityofypsilanti.com.

6. Publication and Effective Date. The City Clerk shall cause this Ordinance, or a summary of this Ordinance, to be published by printing the same in the publication of record. This Ordinance shall become effective after publication at the expiration of 30 days after adoption.

MADE, PASSED AND ADOPTED BY THE YPSILANTI CITY COUNCIL THIS 24th DAY OF January, 2017.

Andrew Hellenga, Interim City Clerk

Attest

I do hereby confirm that the above Ordinance No. 1280 was published in The Washtenaw Legal News on the 19th day of December, 2016.

Andrew Hellenga, Interim City Clerk

CERTIFICATE OF ADOPTING

I hereby certify that the foregoing is a true copy of the Ordinance passed at the regular meeting of the City Council held on the 24th day of January, 2017.

Andrew Hellenga, Interim City Clerk

Notice Published: December 19, 2016

First Reading: January 10, 2017

Second Reading: January 24, 2017

Published: January 30, 2017

Effective Date: February 23, 2017

TO: Mayor and City Council

FROM: Virginia Shannon, Environment Michigan

DATE: April 2, 2013

SUBJECT: Resolution for Ypsilanti 1,000 Solar Roofs Initiative

To make Ypsilanti a “solar destination”-- and hasten the day when solar powers our buildings and our economy -- Ypsilanti must set a bold solar goal of 1,000 solar roofs by 2020 and encourage solar on thousands more homes, businesses and public buildings.

In order to achieve a goal of 1,000 solar roofs by 2020, the key policies areas identified below should be put in place to increase municipal solar installations, establish successful partnerships that support solar and give Ypsilanti residents and businesses the tools they need to go solar.

- Lead-by example by continuing to identify sites and seek grants for projects on city buildings along with welcoming solar projects on historic buildings;
- Streamline information on financing options and promote financing programs such as PACE to help residents, businesses and industries go solar;
- Partner with nonprofits, solar companies, and Eastern Michigan University to build public awareness of solar potential in Ypsilanti and a literacy of technology and financing options; and
- Support local, state and federal policies that promote the use of solar energy.

With a bold goal of 1,000 by 2020 in place, Ypsilanti can become a solar destination, attracting attention as a national leader and building a solar economy to repower its city and homes.

Approval of this resolution to set a bold solar goal will demonstrate the City’s commitment to becoming a destination to study, live and work in and moving to more sustainable energy future.



Resolution No. 2013-175
September 3, 2013

RESOLUTION FOR 1,000 SOLAR ROOFS INITIATIVE

WHEREAS, the State of Michigan emits more 81 tons of carbon pollution annually to produce electricity; and

WHEREAS, solar power is a clean source of energy with which Michigan can power its homes, businesses and cars to achieve better air quality and reduce carbon pollution; and

WHEREAS, the State of Michigan has vast solar potential with more sunlight than Germany, the world's leader solar power; and

WHEREAS, the solar industry provides more than 6,000 jobs to Michiganders, and that Michigan is ranked in the top five states for solar manufacturing; and

WHEREAS, if Michigan were to generate 1 GW of electricity from distributed generation solar, an additional 100,000 solar rooftops would be installed; and

WHEREAS, the City of Ypsilanti has demonstrated its national leadership in pursuit of solar power and is well positioned to benefit from a growing clean energy economy to bring jobs and investments to the City; and

WHEREAS, the City of Ypsilanti recognizes the above assets of solar power and desires to further its commitment to this important clean energy solution; and

THEREFORE, BE IT RESOLVED that the City of Ypsilanti officially sets its own goal of the City of Ypsilanti and its residents generate 5 MW of electricity from distributed solar, to reach 1,000 solar roofs by 2020; and

BE IT FURTHER RESOLVED that the City of Ypsilanti hereby acknowledges the policy recommendations from the Environment Michigan Research & Policy Center report as to how the City of Ypsilanti and its residents can meet a goal of 1,000 solar roofs by 2020; and



Resolution No. 2019 - 048
Mar 05, 2019

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, in November of 2017 the City has entered into a Memorandum of Understanding with EcoWorks to complete an Energy Plan that draws from and updates the 2012 Climate Action Plan with specific regard to City facilities; and

WHEREAS, EcoWorks has worked with the City to develop a plan that addresses the energy use of City facilities;

WHEREAS, the Sustainability Commission has been charged with the review and update of the Climate Action Plan; and

WHEREAS, the Sustainability Commission has reviewed this Energy Plan and recommended that City Council adopt it as a policy document;

NOW THEREFORE BE IT RESOLVED that the Ypsilanti City Council adopt the 2018 Energy Plan.

OFFERED BY: Council Member Brown

SUPPORTED BY: Council Member Symanns

YES: 5 NO: 1 (Morgan) ABSENT: 1 (Murdock) VOTE: Carried

I do hereby certify that the above resolution is a true and correct copy of Resolution 2019-048 as passed by the Ypsilanti City Council, at their meeting held on March 5, 2019.

Frances McMullan, City Clerk

**CITY OF YPSILANTI
HUMAN RELATIONS COMMISSION**

About the HRC and expectations of the role of Commissioner:

The City Charter that was adopted by the electors on November 8, 1994 and took effect on December 1, 1994 calls for the creation of a Human Relations Commission, consisting of nine members that shall be representative of the diversity of the entire community. The Mayor and City Council appoint the Human Relations Commission. The City of Ypsilanti has a Non-Discrimination Ordinance. The intent is to protect people from discrimination because of

race, color, religion, national origin, immigration status,
sex, sexual orientation, gender identity, gender expression, age, marital status, disability status, familial
status, educational association, source of income, height, or weight.

Visit our website:

For current HRC schedule, bylaws, agendas, and minutes:
www.cityofypsilanti.com/280/Human-Relations-Commission

MEETINGS

The Commission is subject to the Open Meetings Act. The Commission meets monthly and more often when necessary. Regularly scheduled and special meetings are mandatory, and Commissioners are expected to inform the Chair of anticipated absence ahead of meeting times.

The purpose and function of the Commission follows:

-The Commission shall serve as an advisory body to the city council, and shall study problems in the city relating to prejudice and discrimination and make policy recommendations to the City Council to identify and remove discriminatory structures and practices, and act to remediate the legacy of historical oppression.

-The Commission will pursue the mission and objectives in accordance with all established policies of city council and charter.

-The Commission as a whole shall be expressive of the diversity of the entire community and will act as a bridge (or coordinating agency) between protected classes in the community and the city, for the development of policies and educational programs which promote empowerment and a socially just community.

-The Commission shall communicate with federal and state agencies regarding human rights and affirmative action programs for the purpose of making recommendations to City Council.

-The Commission shall promote mutual understanding and foster equality and respect among all persons, which shall include receiving and reviewing complaints from individuals alleging violations of Ypsilanti's Non-Discrimination Ordinance, and take appropriate action, including but not limited to referral of complaints to appropriate agencies and/or to the City Attorney, mediation of complaints, or dismissal of complaints in accordance with section 58-36 and 58-67 of the City Code.

-The Commission shall from time-to-time conduct public forums, town hall meetings, educational and other programs to promote the equal rights and opportunities of all persons. This shall include advocating for accountability of City Council for broadbase changes that impacts structural equity.

-The Commission shall from time-to-time issue public reports and recommendations to the City Council on ways to improve city government programs and ordinances designed to eliminate structural discrimination and/or to address the effects of past discrimination.

Questionnaire:

What are your pronouns?

As a HRC Commissioner, what are your primary concerns and/or goals?

Are there any reasonable accommodations you might need in order to fulfill your duties such as transportation to meetings, text/call reminders of meetings, seating accommodation, auditory and/or visual accommodation, etc.?

**CITY OF YPSILANTI
HUMAN RELATIONS COMMISSION
ONE SOUTH HURON STREET
YPSILANTI, MICHIGAN 48197**

2019 CALENDAR OF MEETINGS

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

Dates for 2019 meetings are as follows:

January	9 th
February	13 th
March	13 th
April	10 th
May	8 th
June	12 th
July	10 th
August	14 th
September	11 th
October	9 th
November	13 th

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

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

MISSION

The Ypsilanti Human Relations Commission was created in 1994 by the City Charter and codified by City Council in 1995, to ensure full access to human and civil rights of the people for Ypsilanti. Its nine voting members and two youth members are Ypsilanti residents appointed for three-year and one-year terms respectively, by the Mayor and City Council.

Ypsilanti's Non-Discrimination Ordinance prohibits discrimination in employment, housing, and public accommodations. No person may be denied their civil or political rights or be discriminated against because of actual or perceived race, color, religion, national origin, immigration status, sex, sexual orientation, gender identity, gender expression, age, marital status, disability status, familial status, educational association, source of income, height or weight. (Ypsilanti Code of Ordinances, Chapter 58, Article III, Division 1, Sec. 58-61)

ARTICLE I – Name

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

ARTICLE II – Objectives

The objectives, purposes, powers, and duties of the Commission are those set forth by Article IX, Section II of the City Charter and chapter 58-32 through 58-39 of the City Code of Ordinances.

Section 1. The Commission shall serve as an advisory body to the city council, and shall study problems in the city relating to prejudice and discrimination and make policy recommendations to the City Council to identify and remove discriminatory structures and practices, and act to remediate the legacy of historical oppression.

Section 2. The Commission will pursue the mission and objectives in accordance with all established policies of city council and charter.

Section 3. The Commission as a whole shall be expressive of the diversity of the entire community and will act as a bridge (or coordinating agency) between protected classes in the community and the city, for the development of policies and educational programs which promote empowerment and a socially just community.

Section 4. The Commission shall communicate with federal and state agencies regarding human rights and affirmative action programs for the purpose of making recommendations to City Council.

Section 5. The Commission shall promote mutual understanding and foster equality and respect among all persons, which shall include receiving and reviewing complaints from individuals alleging violations of Ypsilanti's Non-Discrimination Ordinance, and take appropriate action, including but not limited to referral of complaints to appropriate agencies and/or to the City Attorney, mediation of complaints, or dismissal of complaints in accordance with section 58-36 and 58-67 of the City Code.

Section 6. The Commission shall from time-to-time conduct public forums, town hall meetings, educational and other programs to promote the equal rights and opportunities of all persons. This shall include advocating for accountability of City Council for broadbase changes that impacts structural equity.

Section 7. The Commission shall from time-to-time issue public reports and recommendations to the City Council on ways to improve city government programs and ordinances designed to eliminate structural discrimination and/or to address the effects of past discrimination.

ARTICLE III – Membership

Section 1. Membership of the Human Relations Commission shall consist of nine voting members, and two non-voting youth members. Members of the Commission shall be appointed as provided for in Section 9.03 of the City Charter of the City of Ypsilanti.

Section 2. The first priority of each member of the Commission shall be to represent and advocate for equality and social justice in the City of Ypsilanti, putting aside personal or special interests.

Section 3. Membership of the Commission shall be representative of the entire geography and diversity of the City of Ypsilanti.

Section 4. Each member of the Commission shall avoid conflicts of interest, including, but not limited to, deliberating on, voting on, or reviewing a case concerning the member; the immediate family or household of the member; property owned by or adjacent to property owned by the member; or a corporation or partnership in which the member has an ownership, employment, or other financial interest. Each member of the commission shall be bound by Chapter 46, Article III of the Ypsilanti City Code otherwise known as the Ethical Standards of Conduct.

Potential conflicts of interest should be identified by the member prior to deliberation of the case; if the Commission determines that a conflict exists, the member shall remove themselves from the meeting room during deliberation of the case.

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

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

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

Section 6. If any discussion occurs regarding a member or officer performance leading to recommendation for dismissal, such discussion and identification of persons shall occur in closed session to protect privacy. The member or officer must request the closed session.

Section 6.1 To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named person requests a closed hearing. A person requesting a closed hearing may rescind the request at any time, in which case the matter at issue shall be considered after the rescission only in open sessions. (MCL.261)

ARTICLE IV – Officers, and Their Duties

Section 1. The officers of the Commission shall be a Chairperson and a Vice-Chairperson which on the date of their election must have served at least one calendar year on the Commission. Such other officers, sub-committees, etc. as are deemed necessary and advisable for the conduct of business shall be appointed as required and provided for by the Commission.

Section 2. The Chairperson shall preside at all meetings and hearings of the Commission and shall have the duties normally conferred by parliamentary usage on such officers. The Chairperson and City

Clerk (or their designee) shall sign approved minutes of meetings and receive communications and petitions sent to the Human Relations Commission.

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

Section 4. The Commission may designate a person who is not a member of the Commission to serve as Recording Secretary. The Recording Secretary shall prepare draft minutes for review by the Commission and shall perform such other duties as may be ordered by the Commission.

Section 5. Nomination of officers shall be made from the floor at the annual organizational meeting which shall be the regular meeting in January each year, and the election shall be immediately thereafter. Members may self-nominate or be nominated prior to the meeting where elections will occur, and will be asked to provide a statement of service before a vote shall be taken.

Section 6. A candidate receiving a majority vote of the Commission shall be declared elected and shall serve a term of one year or until their successor shall take the office.

Section 7. Vacancies in office shall be filled immediately by the next scheduled meeting.

Section 8. The officers shall be members of the Commission.

Section 9. The Commission may vacate an officer from their seat by an affirmative two thirds vote of the entire voting membership of the Commission, but only for cause and after notice and the opportunity for a due process hearing on the merits.

ARTICLE V – Meetings

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

Section 2. The Commission shall hold a minimum of one meeting each quarter.

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

Section 4. The normal order of business at meetings shall be as follows:

1. Call to order
2. Roll call
3. Approval of minutes
4. Public Comment
5. Old business
6. New business
7. Public Comment
8. Proposed business for next meeting
9. Commissioner comments
10. Adjournment

Section 5. Audience participation shall be limited to 3 minutes per person, per participation period. The Chairperson may extend the time limit at their discretion.

Section 6. A quorum shall consist of a majority of the current voting Human Relations Commissioners. When all 9 voting Commission seats are not filled, a quorum will be no less than four (4) voting Commissioners.

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

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

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

Section 10. Parliamentary procedure in Commission meetings shall be governed by Roberts Rules of Order, as amended. The Commission shall establish procedures as it deems necessary.. A copy of Roberts Rules of Order will be available at Human Relations Commission meetings.

Section 11. The City Clerk, City Attorney, and other officials of the City may participate in the Commission's discussion, but shall not vote, introduce motions, be counted towards quorum, or initiate any other parliamentary action.

ARTICLE VI – Disposition and Record

Section 1. The decision of the Commission shall take effect five (5) days from the date of determination. However, the Commission may find the immediate effect of such decision is necessary for the preservation of property or personal rights and shall certify with five (5) concurring votes or a majority vote of the voting members present. The applicant shall be advised of the decision in writing within five (5) days of the final hearing and decision.

Section 2. The Commission shall keep, or cause to be kept, a permanent record of Commission meetings and decisions, which shall, at a minimum, include:

- a. A copy of the meeting posting pursuant to P.A. 267 of 1976, as amended, (being the Michigan Open Meetings Act, M.C.L. 15.261 et seq.)
- b. A copy of the minutes, and all its attachments which shall include a summary of the meeting, in chronological sequence of occurrence
- c. Records of any action, support documents, investigation reports, photographs, and correspondence received, attached as an appendix to the minutes

Section 3. The City Clerk, their designee, or the Chairperson shall communicate the actions and recommendations of the Commission to the City Council and general public.

ARTICLE VII – Committees

Section 1. The Commission or Chair may establish and appoint ad hoc committees for special purposes or issues, as deemed necessary. Less than a quorum may serve on an ad hoc committee at any given time.

Section 2. All committees are subservient to the Commission and report their recommendations to the Commission for review and action. The Commission can overrule any action of any committee.

Section 3. The same principals of these Bylaws for the Commission also apply to all committees of the Commission, including, but not limited to, making all meetings open to the public and keeping a record of all proceedings.

ARTICLE VIII – Commission Absences

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

- a. When appointed, each Commissioner should be aware of the expectation to attend each scheduled monthly meeting of the Human Relations Commission.
- b. In the event of unplanned personal matters, business trips, family vacation trips, changed job requirements, sickness, religious practice, weather, or other physical disabilities that prohibit the Commissioner from attending the scheduled monthly meeting; the Commissioner shall notify the Clerk’s Office at City Hall or the Human Relations Commission Chairperson as early as possible, or at least an hour prior of their inability to attend the scheduled meeting. The Human Relations Commission member upon this notification will receive an “excused absence” for the involved scheduled meeting.[SJ2] During meeting roll call, professional staff at City Hall or the Human Relations Commission Chairperson shall make note of the excused absence.
- c. There will be a limit of three (3) consecutive “excused absences” or two (2) consecutive “unexcused absences” for any member of the Human Relations Commission. If any member meets the above criteria for consecutive yearly scheduled regular meetings, the Commissioner will be asked to provide cause and recommended for dismissal unless extenuating circumstances exist.
- d. The “recommended for dismissal” action will be initiated by City Clerk’s office staff and forwarded on to the City Council for official action. The Commissioner should be replaced as soon as possible by the Mayor and City Council in order to maintain the prescribed number of Human Relations Commission members. The Chairperson of the Commission shall work with the Mayor and City Council to locate appropriate individuals to fill any vacancies.

ARTICLE IX – Miscellaneous

Section 1. These Rules and Regulations may be amended or altered during a regular meeting by the affirmative vote of at least two thirds of the current voting roster of the Commission, provided notice of the proposed bylaw change is given to all members by announcement at a preceding meeting, and the notice be included in the minutes of the meeting, said meeting to occur not less than 15 days prior.

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

Section 3. The Commission shall during the November regular meeting construct proposed Commission priorities for the next calendar year and provide City Council with an annual report. This report shall include discussion of the Commission’s activities, the status of any on-going investigations, the status of any concluded investigations, the proposed Commission priorities and any recommendations to Council for the coming year, along with any fiscal needs anticipated. This report shall be prepared and submitted to City Council on or before December 31st.

OPEN MEETINGS ACT HANDBOOK



Attorney General Dana Nessel

Additional copies available at mi.gov/foia-oma

The Handbook is intended to be a quick reference guide. It is not intended to be encyclopedic on every subject or resolve every situation that may be encountered.

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OPEN MEETINGS ACT

THE BASICS

The Act – the Open Meetings Act (OMA) is 1976 PA 267, MCL 15.261 through 15.275. The OMA took effect January 1, 1977. In enacting the OMA, the Legislature promoted a new era in governmental accountability and fostered openness in government to enhance responsible decision making.¹

Nothing in the OMA prohibits a public body from adopting an ordinance, resolution, rule, or charter provision that requires a greater degree of openness relative to public body meetings than the standards provided for in the OMA.²

What bodies are covered? – the OMA applies to all meetings of a public body.³ A "public body" is broadly defined as:

[A]ny state or local legislative or governing body, including a board, commission, committee, subcommittee, authority, or council, that is empowered by state constitution, statute, charter, ordinance, resolution, or rule to *exercise governmental or proprietary authority or perform a governmental or proprietary function*; a lessee of such a body performing an essential public purpose and function pursuant to the lease agreement.⁴ [Emphasis added.]

As used in the OMA, the term "public body" connotes a collective entity and does not include an individual government official.⁵ The OMA does not apply to private, nonprofit corporations.⁶

Public notice requirements – a meeting of a public body cannot be held unless public notice is given consistent with the OMA.⁷ A public notice must contain the public body's name, telephone number, and address, and must be posted at its principal office and any other locations

¹ *Booth Newspapers, Inc v Univ of Michigan Bd of Regents*, 444 Mich 211, 222-223; 507 NW2d 422 (1993).

² MCL 15.261.

³ MCL 15.263. When the Handbook refers to a "board," the term encompasses all boards, commissions, councils, authorities, committees, subcommittees, panels, and any other public body.

⁴ MCL 15.262(a). The provision in the OMA that includes a lessee of a public body performing an essential public purpose is unconstitutional because the title of the act does not refer to organizations other than "public bodies." OAG, 1977-1978, No 5207, p 157 (June 24, 1977). Certain boards are excluded "when deliberating the merits of a case." MCL 15.263(7). See also MCL 15.263(8) and (10).

⁵ *Herald Co v Bay City*, 463 Mich 111, 129-133; 614 NW2d 873 (2000) – a city manager is not subject to the OMA. *Craig v Detroit Public Schools Chief Executive Officer*, 265 Mich App 572, 579; 697 NW2d 529 (2005). OAG, 1977-1978, No 5183A, p 97 (April 18, 1977).

⁶ OAG, 1985-1986, No 6352, p 252 (April 8, 1986) – the Michigan High School Athletic Association is not subject to the OMA. See also *Perlono v Iron River Cooperative TV Antenna Corp*, 122 Mich App 433; 332 NW2d 502 (1983).

⁷ MCL 15.265(1). *Nicholas v Meridian Charter Twp*, 239 Mich App 525, 531; 609 NW2d 574 (2000).

the public body considers appropriate.⁸ If a public body is a part of a state department, a public notice must also be posted in the principal office of the state department.⁹

Public notice requirements are specific to the type of meeting:

- (1) For regular meetings of a public body, there shall be posted within 10 days after the first meeting of the public body in each calendar or fiscal year a public notice stating the dates, times, and places of its regular meetings.
- (2) For a change in schedule of regular meetings of a public body, there shall be posted within three days after the meeting at which the change is made, a public notice stating the new dates, times, and places of its regular meetings.
- (3) For a rescheduled regular or a special meeting of a public body, a public notice stating the date, time, and place of the meeting shall be posted at least 18 hours before the meeting.
- (4) A meeting of a public body which is recessed for more than 36 hours shall be reconvened only after public notice has been posted at least 18 hours before the reconvened meeting.¹⁰

At their first meeting of the calendar or fiscal year, each board must set the dates, times, and places of the board's regular meetings for the coming year. The OMA does not require any particular number of meetings. The board's schedule of regular meetings is not, of course, set in stone. The board is free to cancel or reschedule its meetings.

The minimum 18-hour notice requirement is not fulfilled if the public is denied access to the notice of the meeting for any part of the 18 hours.¹¹ The requirement may be met by posting at least 18 hours in advance of the meeting using a method designed to assure access to the notice. For example, the public body can post the notice at the main entrance visible on the outside of the building that houses the principal office of the public body.¹²

A public body must send copies of the public notices by first class mail to a requesting party, upon the party's payment of a yearly fee of not more than the reasonable estimated cost of printing and postage. Upon written request, a public body, at the same time a public notice of a meeting is posted, must provide a copy of the public notice to any newspaper published in the state or any radio or television station located in the state, free of charge.¹³

⁸ MCL 15.264(a)-(c).

⁹ MCL 15.264(c).

¹⁰ MCL 15.265(2)-(5).

¹¹ OAG. 1979-1980, No 5724, p 840 (June 20, 1980).

¹² OAG No 5724.

¹³ MCL 15.266.

Agendas and the OMA – while the OMA requires a public body to give public notice when it meets, it has no requirement that the public notice include an agenda or a specific statement as to the purpose of a meeting.¹⁴ No agenda format is required by the OMA.¹⁵

Penalties for OMA violations – a public official who "intentionally violates" the OMA may be found guilty of a misdemeanor¹⁶ and may be personally liable for actual and exemplary damages of not more than \$500 for a single meeting.¹⁷ The exemptions in the OMA must be strictly construed. The "rule of lenity" (i.e., courts should mitigate punishment when the punishment in the criminal statute is unclear) does not apply to construction of the OMA's exemptions.¹⁸

A decision made by a public body may be invalidated by a court, if the public body has not complied with the requirements of MCL 15.263(1), (2), and (3) [i.e., making decisions at a public meeting] or if failure to give notice in accordance with section 5 has interfered with substantial compliance with MCL 15.263(1), (2), and (3) and the court finds that the noncompliance has impaired the rights of the public under the OMA.

Lawsuits to compel compliance – actions must be brought within 60 days after the public body's approved minutes involving the challenged decision are made publicly available.¹⁹ If the decision involves the approval of contracts, the receipt or acceptance of bids, or the procedures pertaining to the issuance of bonds or other evidences of indebtedness, the action must be brought within 30 days after the approved minutes are made publicly available.²⁰ If the decision of a state public body is challenged, venue is in Ingham County.²¹

Correcting non-conforming decisions – in any case where a lawsuit has been initiated to invalidate a public body's decision on the ground that it was not made in conformity with the OMA, the public body may, without being deemed to make any admission contrary to its interest, reenact the disputed decision in conformity with the OMA. A decision reenacted in this manner shall be effective from the date of reenactment and is not rendered invalid by any deficiency in its initial enactment.²² If the board acts quickly, the reenactment may defeat a claim for attorney's fees, since plaintiffs would not be successful in "obtaining relief in the action" within the meaning of the OMA.²³

¹⁴ OAG, 1993-1994, No 6821, p 199 (October 18, 1994). But, as discussed in OAG No 6821, other statutes may require a public body to state in its notice the business to be transacted at the meeting.

¹⁵ *Lysogorski v Bridgeport Charter Twp*, 256 Mich App 297, 299; 662 NW2d 108 (2003).

¹⁶ MCL 15.272.

¹⁷ MCL 15.273.

¹⁸ *People v Whimsey*, 228 Mich App 230, 244; 578 NW2d 329 (1998).

¹⁹ MCL 15.270(3)(a).

²⁰ MCL 15.270(3)(b).

²¹ MCL 15.270(4).

²² MCL 15.270(5).

²³ *Leemreis v Sherman Twp*, 273 Mich App 691, 700; 731 NW2d 787 (2007). *Felice v Cheboygan County Zoning Comm*, 103 Mich App 742, 746; 304 NW2d 1 (1981).

DECISIONS MUST BE MADE IN PUBLIC MEETINGS

All decisions must be made at a meeting open to the public – the OMA defines "decision" to mean "a determination, action, vote, or disposition upon a motion, proposal, recommendation, resolution, order, ordinance, bill, or measure on which a vote by members of a public body is required and by which a public body effectuates or formulates public policy."²⁴ The OMA provides that "[a]ll decisions of a public body shall be made at a meeting open to the public," and that, with limited exceptions, "[a]ll deliberations of a public body constituting a quorum of its members shall take place at a meeting open to the public."²⁵

The OMA does not contain a "voting requirement" or any form of "formal voting requirement." A "consensus building process" that equates to decision-making would fall under the act.²⁶ For example, where board members use telephone calls or sub-quorum meetings to achieve the same intercommunication that could have been achieved in a full board or commission meeting, the members' conduct is susceptible to "round-the-horn" decision-making, which achieves the same effect as if the entire board had met publicly and formally cast its votes. A "round-the-horn" process violates the OMA.²⁷

Meeting "informally" to discuss matters – while the OMA "does not apply to a meeting which is a social or chance gathering or conference not designed to avoid this act,"²⁸ a meeting of a public body must be open to the public. The OMA does not define the terms "social or chance gathering" or "conference," and provides little direct guidance as to the precise scope of this exemption.²⁹ To promote openness in government, however, the OMA is entitled to a broad interpretation and exceptions to conduct closed sessions must be construed strictly.³⁰ Thus, the closed session exception does not apply to a quorum of a public body that meets to discuss matters of public policy, even if there is no intention that the deliberations will lead to a decision on that occasion.³¹

Canvassing board members on how they might vote – an informal canvas by one member of a public body to find out where the votes would be on a particular issue does not violate the OMA,

²⁴ MCL 15.262(d).

²⁵ MCL 15.263(2) and (3).

²⁶ *Booth Newspapers, Inc v Univ of Michigan Bd of Regents*, 444 Mich at 229.

²⁷ *Booth Newspapers, Inc*, 444 Mich at 229 – "any alleged distinction between the [public body's] consensus building and a determination or action, as advanced in the OMA's definition of 'decision,' is a distinction without a difference."

²⁸ MCL 15.263(10).

²⁹ OAG, 1981-1982, No 6074, p 662, 663 (June 11, 1982).

³⁰ *Wexford County Prosecutor v Pranger*, 83 Mich App 197, 201, 204; 268 NW2d 344 (1978).

³¹ OAG, 1977-1978, No 5298, p 434, 435 (May 2, 1978). See also OAG, 1979-1980, No 5444, p 55, 56 (February 21, 1979) – anytime a quorum of a public body meets and considers a matter of public policy, the meeting must comply with the OMA's requirements. Compare OAG, 1979-1980, No 5437, p 36, 37 (February 2, 1979), where members of a public body constituting a quorum come together by chance, the gathering is exempt from the OMA; however, even at a chance meeting, matters of public policy may not be discussed by the members with each other.

so long as no decisions are made during the discussions and the discussions are not a deliberate attempt to avoid the OMA.³²

May a quorum of a board gather outside an open meeting without violating the OMA? – yes, in some instances. In addition to a purely social gathering or chance gathering³³ that does not involve discussions of public policy among the members of the board, a quorum may accept an invitation to address a civic organization,³⁴ listen to the concerns of a neighborhood organization, or observe demonstrations, if the board doesn't deliberate toward, or make, a decision.³⁵

A board quorum also may meet for a workshop, seminar, informational gathering, or professional conference designed to convey, to the conference participants, information about areas of professional interest common to all conference participants.³⁶ These kinds of meetings involve a conference designed primarily to provide training or background information and involve a relatively broad focus upon issues of general concern, rather than a more limited focus on matters or issues of particular interest to a single public body.³⁷ However, when gatherings are designed to receive input from officers or employees of the public body, the OMA requires that the gathering be held at a public meeting.³⁸

The OMA was not violated when several members of the board of county commissioners attended a public meeting of the county planning committee (which had more than fifty members, two who were county commissioners), which resulted in a quorum of the board being present at the meeting (without the meeting also being noticed as a county commission meeting), so long as the nonmember commissioners did not engage in deliberations or render decisions.³⁹

Advisory committees and the OMA – the OMA does not apply to committees and subcommittees composed of less than a quorum of the full public body if they "are merely advisory or only capable of making 'recommendations concerning the exercise of governmental authority.'"⁴⁰

Where, on the other hand, a committee or subcommittee is empowered to act on matters in such a fashion as to deprive the full public body of the opportunity to consider a matter, a decision of the committee or subcommittee "is an exercise of governmental authority which effectuates

³² *St Aubin v Ishpeming City Council*, 197 Mich App 100, 103; 494 NW2d 803 (1992).

³³ OAG, 1979-1980, No 5437, p 36 (February 2, 1979).

³⁴ OAG, 1977-1978, No 5183, p 21, 35 (March 8, 1977).

³⁵ OAG, 1977-1978, No 5364, p 606, 607 (September 7, 1978).

³⁶ OAG, 1979-1980, No 5433, p 29, 31 (January 31, 1979).

³⁷ OAG, 1981-1982, No 6074, at p 664.

³⁸ OAG No 5433 at p 31.

³⁹ OAG, 1989-1990, No 6636, p 253 (October 23, 1989), cited with approval in *Ryant v Cleveland Twp*, 239 Mich App 430, 434-435; 608 NW2d 101 (2000) and *Nicholas v Meridian Charter Twp*, 239 Mich App at 531-532. If, however, the noncommittee board members participate in committee deliberations, the OMA would be violated. *Nicholas*, 239 Mich App at 532.

⁴⁰ OAG, 1997-1998, No 6935, p 18 (April 2, 1997); OAG No 5183 at p 40.

public policy" and the committee or subcommittee proceedings are, therefore, subject to the OMA.⁴¹

If a joint meeting of two committees of a board (each with less than a quorum of the board) results in the presence of a quorum of the board, the board must comply in all respects with the OMA and notice of the joint meeting must include the fact that a quorum of the board will be present.⁴²

Use of e-mail or other electronic communications among board members during an open meeting – e-mail, texting, or other forms of electronic communications among members of a board or commission during the course of an open meeting that constitutes deliberations toward decision-making or actual decisions violates the OMA, since it is in effect a "closed" session. While the OMA does not require that all votes by a public body must be by roll call, voting requirements under the act are met when a vote is taken by roll call, show of hands, or other method that informs the public of the public official's decision rendered by his or her vote. Thus, the OMA bars the use of e-mail or other electronic communications to conduct a secret ballot at a public meeting, since it would prevent citizens from knowing how members of the public body have voted.⁴³

Moreover, the use of electronic communications for discussions or deliberations, which are not, at a minimum, able to be heard by the public in attendance at an open meeting are contrary to the OMA's core purpose – the promotion of openness in government.⁴⁴

Using e-mail to distribute handouts, agenda items, statistical information, or other such material during an open meeting should be permissible under the OMA, particularly when copies of that information are also made available to the public before or during the meeting.

⁴¹ *Schmiedicke v Clare School Bd*, 228 Mich App 259, 261, 263-264; 577 NW2d 706 (1998); *Morrison v East Lansing*, 255 Mich App 505; 660 NW2d 395 (2003); and OAG, 1997-1998, No 7000, p 197 (December 1, 1998) – a committee composed of less than a quorum of a full board is subject to the OMA, if the committee is effectively authorized to determine whether items will or will not be referred for action by the full board, citing OAG, 1977-1978, No 5222, p 216 (September 1, 1977).

⁴² OAG, 1989-1990, No 6636, at p 254.

⁴³ See *Esperance v Chesterfield Twp*, 89 Mich App 456, 464; 280 NW2d 559 (1979) and OAG, 1977-1978, No 5262, p 338 (January 31, 1978).

⁴⁴ See *Booth Newspapers, Inc*, 444 Mich at 229; *Schmiedicke*, 228 Mich App at 263, 264; and *Wexford County Prosecutor*, 83 Mich App at 204.

CLOSED SESSIONS

Meeting in closed session – a public body may meet in a closed session *only* for one or more of the permitted purposes specified in section 8 of the OMA.⁴⁵ The limited purposes for which closed sessions are permitted include, among others⁴⁶:

- (1) To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, *if the named person requests a closed hearing*.⁴⁷
- (2) For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement *if either negotiating party requests a closed hearing*.⁴⁸
- (3) To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained.⁴⁹
- (4) To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, *but only if an open meeting would have a detrimental financial effect on the litigating or settlement position of the public body*.⁵⁰
- (5) To review and consider the contents of an application for employment or appointment to a public office *if the candidate requests that the application remain confidential*. However, all interviews by a public body for employment or appointment to a public office shall be held in an open meeting pursuant to this act.⁵¹
- (6) To consider material exempt from discussion or disclosure by state or federal statute.⁵² But note – a board is not permitted to go into closed session to discuss an attorney's oral opinion, as opposed to a written legal memorandum.⁵³

A closed session must be conducted during the course of an open meeting – section 2(c) of the OMA defines "closed session" as "a meeting or part of a meeting of a public body that is

⁴⁵ MCL 15.268. OAG, 1977-1978, No 5183, at p 37.

⁴⁶ The other permissible purposes deal with public primary, secondary, and post-secondary student disciplinary hearings – section 8(b); state legislature party caucuses – section 8(g); compliance conferences conducted by the Michigan Department of Community Health – section 8(i); and public university presidential search committee discussions – section 8(j).

⁴⁷ MCL 15.268(a) (Emphasis added.)

⁴⁸ MCL 15.268(c) (Emphasis added.)

⁴⁹ MCL 15.268(d).

⁵⁰ MCL 15.268(e) (Emphasis added.)

⁵¹ MCL 15.268(f) (Emphasis added.)

⁵² MCL 15.268(h).

⁵³ *Booth Newspapers, Inc v Wyoming City Council*, 168 Mich App 459, 467, 469-470; 425 NW2d 695 (1988).

closed to the public."⁵⁴ Section 9(1) of the OMA provides that the minutes of an open meeting must include "the purpose or purposes for which a closed session is held."⁵⁵

Going into closed session – section 7(1) of the OMA⁵⁶ sets out the procedure for calling a closed session:

A 2/3 roll call vote of members elected or appointed and serving is required to call a closed session, except for the closed sessions permitted under section 8(a), (b), (c), (g), (i), and (j). The roll call vote and the purpose or purposes for calling the closed session shall be entered into the minutes of the meeting at which the vote is taken.

Thus, a public body may go into closed session only upon a motion duly made, seconded, and adopted by a 2/3 roll call vote of the members appointed and serving⁵⁷ during an open meeting for the purpose of (1) considering the purchase or lease of real property, (2) consulting with their attorney, (3) considering an employment application, or (4) considering material exempt from disclosure under state or federal law. A majority vote is sufficient for going into closed session for the other OMA permitted purposes.

We suggest that every motion to go into closed session should cite one or more of the permissible purposes listed in section 8 of the OMA.⁵⁸ An example of a motion to go into closed session is:

I move that the Board meet in closed session under section 8(e) of the Open Meetings Act, to consult with our attorney regarding trial or settlement strategy in connection with [the name of the specific lawsuit].

Another example is the need to privately discuss with the public body's attorney a memorandum of advice as permitted under section 8(h) of the OMA – "to consider material exempt from discussion or disclosure by state or federal statute."⁵⁹ The motion should cite section 8(h) of the OMA and the statutory basis for the closed session, such as section 13(1)(g) of the Freedom of Information Act, which exempts from public disclosure "[i]nformation or records subject to the attorney-client privilege."⁶⁰

Leaving a closed session – the OMA is silent as to how to leave a closed session. We suggest that you recommend a motion be made to end the closed session with a majority vote needed for

⁵⁴ MCL 15.262(c).

⁵⁵ MCL 15.269(1).

⁵⁶ MCL 15.267(1).

⁵⁷ And not just those attending the meeting. OAG No 5183 at p 37.

⁵⁸ MCL 15.268.

⁵⁹ MCL 15.268(h). Proper discussion of a written legal opinion at a closed meeting is, with regard to the attorney-client privilege exemption to the OMA, limited to the meaning of any strictly legal advice presented in the written opinion. *People v Whitney*, 228 Mich App at 245-248.

⁶⁰ MCL 15.243(1)(g).

approval. Admittedly, this is a decision made in a closed session, but it certainly isn't a decision that "effectuates or formulates public policy."

When the public body has concluded its closed session, the open meeting minutes should state the time the public body reconvened in open session and, of course, any votes on matters discussed in the closed session must occur in an open meeting.

Decisions must be made during an open meeting, not the closed session – section 3(2) of the OMA requires that "[a]ll decisions of a public body shall be made at a meeting open to the public."⁶¹ Section 2(d) of the OMA defines "decision" to mean "a determination, action, vote, or disposition upon a motion, proposal, recommendation, resolution, order, ordinance, bill, or measure on which a vote by members of a public body is required and by which a public body effectuates or formulates public policy."⁶²

Avoid using the terms "closed session" and "executive session" interchangeably – we suggest that a public body not use the term "executive session" to refer to a "closed session." The term "executive session" does not appear in the OMA, but "closed session" does. "Executive session" is more of a private sector term and is often used to describe a private session of a board of directors, which is not limited as to purpose, where actions can be taken, and no minutes are recorded.

Staff and others may join the board in a closed session – a public body may rely upon its officers and employees for assistance when considering matters in a closed session. A public body may also request private citizens to assist, as appropriate, in its considerations.⁶³

Forcibly excluding persons from a closed session – a public body may, if necessary, exclude an unauthorized individual who intrudes upon a closed session by either (1) having the individual forcibly removed by a law enforcement officer, or (2) by recessing and removing the closed session to a new location.⁶⁴

⁶¹ MCL 15.263(2). *St Aubin v Ishpeming City Council*, 197 Mich App at 103. See also, OAG, 1977-1978, No 5262, at p 338-339 – the OMA prohibits a voting procedure at a public meeting which prevents citizens from knowing how members of the public body have voted and OAG, 1979-1980, No 5445, p 57 (February 22, 1979) – a public body may not take final action on any matter during a closed meeting.

⁶² MCL 15.262(d).

⁶³ OAG, 1979-1980, No 5532, p 324 (August 7, 1979).

⁶⁴ OAG, 1985-1986, No 6358, p 268 (April 29, 1986), citing *Regents of the Univ of Michigan v Washtenaw County Coalition Against Apartheid*, 97 Mich App 532; 296 NW2d 94 (1980).

PUBLIC ATTENDING OPEN MEETINGS

Excluding individuals – no one may be excluded from a meeting otherwise open to the public except for a breach of the peace actually committed at the meeting.⁶⁵

Identifying public attendees – no one may be required to register or otherwise provide his or her name or other information or otherwise to fulfill a condition precedent to attend a public meeting.⁶⁶

Building security at the meeting site may cause issues. Members of the public might object, based on the OMA, to signing in to gain access to the building where a public meeting is being held.⁶⁷ We, therefore, recommend that public bodies meet in facilities or areas not subject to public access restrictions.

If the public body wishes the members of the public to identify themselves at the meeting, we suggest the board chair announce something like this:

The Board would appreciate having the members of the public attending the meeting today identify themselves and mention if they would like the opportunity to speak during the public comment period. However, you do not need to give your name to attend this meeting. When the time comes to introduce yourself and you do not want to do so, just say pass.

Since speaking at the meeting is a step beyond "attending" the public meeting and the OMA provides that a person may address the public body "under rules established and recorded by the public body," the board may establish a rule requiring individuals to identify themselves if they wish to speak at a meeting.⁶⁸

Limiting public comment – a public body may adopt a rule imposing individual time limits for members of the public addressing the public body.⁶⁹ In order to carry out its responsibilities, the board can also consider establishing rules allowing the chairperson to encourage groups to designate one or more individuals to speak on their behalf to avoid cumulative comments. But a rule limiting the period of public comment may not be applied in a manner that denies a person the right to address the public body, such as by limiting all public comment to a half-hour period.⁷⁰

⁶⁵ MCL 15.263(6).

⁶⁶ MCL 15.263(4).

⁶⁷ In addition, "[a]ll meetings of a public body . . . shall be held in a place available to the general public." MCL 15.263(1).

⁶⁸ MCL 15.263(5). OAG, 1977-1978, No 5183, at p 34.

⁶⁹ OAG, 1977-1978, No 5332, p 536 (July 13, 1978). The rule must be duly adopted and recorded. OAG, 1977-1978, No 5183, at p 34.

⁷⁰ OAG No 5332 at p 538.

Meeting location – the OMA only requires that a meeting be held "in a place available to the general public;" it does not dictate that the meeting be held within the geographical limits of the public body's jurisdiction.⁷¹ However, if a meeting is held so far from the public which it serves that it would be difficult or inconvenient for its citizens to attend, the meeting may not be considered as being held at a place available to the general public. Whenever possible, the meeting should be held within the public body's geographical boundaries.

Timing of public comment – a public body has discretion under the OMA when to schedule public comment during the meeting.⁷² Thus, scheduling public comment at the beginning⁷³ or the end⁷⁴ of the meeting agenda does not violate the OMA. The public has no right to address the commission during its deliberations on a particular matter.⁷⁵

Taping and broadcasting – the right to attend a public meeting includes the right to tape-record, videotape, broadcast live on radio, and telecast live on television the proceedings of a public body at the public meeting.⁷⁶ A board may establish reasonable regulations governing the televising or filming by the electronic media of a hearing open to the public in order to minimize any disruption to the hearing, but it may not prohibit such coverage.⁷⁷ And the exercise of the right to tape-record, videotape, and broadcast public meetings may not be dependent upon the prior approval of the public body.⁷⁸

⁷¹ OAG, 1979-1980, No 5560, p 386 (September 13, 1979). Of course, local charter provisions or ordinances may impose geographical limits on public body meetings.

⁷² MCL 15.263(5).

⁷³ *Lysogorski v. Bridgeport Charter Twp.*, 256 Mich App at 302.

⁷⁴ OAG, 1979-1980, No 5716, p 812 (June 4, 1980).

⁷⁵ OAG, 1977-1978, No 5310, p 465, 468 (June 7, 1978).

⁷⁶ MCL 15.263(1).

⁷⁷ OAG, 1987-1988, No 6499, p 280 (February 24, 1988).

⁷⁸ MCL 15.263(1).

MINUTES

What must be in the minutes – at a minimum, the minutes must show the date, time, place, members present, members absent, any decisions made at a meeting open to the public, and the purpose or purposes for which a closed session is held. The minutes must include all roll call votes taken at the meeting.⁷⁹ The OMA does not prohibit a public body from preparing a more detailed set of minutes of its public meetings if it chooses to do so.⁸⁰

When must the minutes be available – proposed minutes must be made available for public inspection within eight days after the applicable meeting. Approved minutes must be made available for public inspection within five days after the public body's approval.⁸¹

When must the minutes be approved – at the board's next meeting.⁸² Corrected minutes must show both the original entry and the correction (for example, using a "strikethrough" word processing feature).

Closed session minutes – a separate set of minutes must be taken for closed sessions. While closed session minutes must be approved in an open meeting (with contents of the minutes kept confidential), the board may meet in closed session to consider approving the minutes.⁸³

Closed session minutes shall only be disclosed if required by a civil action filed under sections 10, 11, or 13 of the OMA.⁸⁴ The board secretary may furnish the minutes of a closed session of the body to a board member. A member's dissemination of closed session minutes to the public, however, is a violation of the OMA, and the member risks criminal prosecution and civil penalties.⁸⁵ An audiotape of a closed session meeting of a public body is part of the minutes of the session meeting and, thus, must be filed with the clerk of the public body for retention under the OMA.⁸⁶

Closed session minutes may be destroyed one year and one day *after approval of the minutes of the regular meeting at which the closed session occurred*.⁸⁷

⁷⁹ MCL 15.269(1).

⁸⁰ Informational letter to Representative Jack Brandenburg from Chief Deputy Attorney General Carol Isaacs dated May 8, 2003.

⁸¹ MCL 15.269(3).

⁸² MCL 15.269(1).

⁸³ OAG, 1985-1986, No 6365, p 288 (June 2, 1986). This, of course, triggers the need for more closed session minutes.

⁸⁴ MCL 15.270, 15.271, and 15.273; *Local Area Watch v Grand Rapids*, 262 Mich App 136, 143; 683 NW2d 745 (2004); OAG, 1985-1986 No 6353, p 255 (April 11, 1986).

⁸⁵ OAG, 1999-2000, No 7061, p 144 (August 31, 2000).

⁸⁶ *Kitchen v Ferndale City Council*, 253 Mich App 115; 654 NW2d 918 (2002).

⁸⁷ MCL 15.267(2).

Inadvertent omissions from the minutes – the OMA does not invalidate a decision due to a simple error in the minutes, such as inadvertently omitting the vote to go into closed session from a meeting's minutes.⁸⁸

⁸⁸ *Willis v Deerfield Twp*, 257 Mich App 541, 554; 669 NW2d 279 (2003).

PARLIAMENTARY PROCEDURES

Core principle – for the actions of a public body to be valid, they must be approved by a majority vote of a quorum, absent a controlling provision to the contrary, at a lawfully convened meeting.⁸⁹

QUORUM

Quorum – is the minimum number of members who must be present for a board to act. Any substantive action taken in the absence of a quorum is invalid. If a public body properly notices the meeting under OMA, but lacks a quorum when it actually convenes, the board members in attendance may receive reports and comments from the public or staff, ask questions, and comment on matters of interest.⁹⁰

What is the quorum? – look to the statute, charter provision, or ordinance creating the board. On the state level, the Legislature in recent years has taken care to set the board quorum in the statute itself. The statute will often provide that "a majority of the board appointed and serving shall constitute a quorum." For a 15-member board, that means eight would be the quorum, assuming you have 15 members appointed and serving. Without more in the statute, as few as five board members could then decide an issue, since they would be a majority of a quorum.⁹¹ But, be careful, recent statutes often provide that "voting upon action taken by the board shall be conducted by majority vote of the members appointed and serving." In that instance, the board needs at least eight favorable votes to act.⁹² The Legislature has a backstop statute, which provides that any provision that gives "joint authority to 3 or more public officers or other persons shall be construed as giving such authority to a majority of such officers or other persons, unless it shall be otherwise expressly declared in the law giving the authority."⁹³

Disqualified members – a member of a public body who is disqualified due to a conflict of interest may not be counted to establish a quorum to consider that matter.⁹⁴

⁸⁹ OAG, 1979-1980, No 5808, p 1060 (October 30, 1980). Robert's Rules of Order Newly Revised (RRONR) (10th ed.), p 4. We cite to Robert's Rules in this Handbook as a leading guide on parliamentary procedures. This is not to imply that public bodies are, as a general rule, bound by Robert's Rules.

⁹⁰ OAG, 2009-2010, No 7235, p (October 9, 2009).

⁹¹ See OAG, 1977-1978, No 5238, p 261 (November 2, 1977).

⁹² See OAG, 1979-1980, No 5808, at p 1061.

⁹³ MCL 8.3c. *Wood v Bd of Trustees of the Policemen and Firemen Retirement System of Detroit*, 108 Mich App 38, 43; 310 NW2d 39 (1981).

⁹⁴ OAG, 1981-1982, No 5916, p 218 (June 8, 1981). But see MCL 15.342a, which provides a procedure for disqualified public officials to vote in some limited circumstances where a quorum is otherwise lacking for a public body to conduct business.

Losing a quorum – even if a meeting begins with a quorum present, the board loses its right to conduct substantive action whenever the attendance of its members falls below the necessary quorum.⁹⁵

Resigned members – the common law rule in Michigan is that a public officer's resignation is not effective until it has been accepted by the appointing authority (who, at the state level, is usually the governor). Acceptance of the resignation may be manifested by formal acceptance or by the appointment of a successor.⁹⁶ Thus, until a resignation is formally accepted or a successor appointed, the resigning member must be considered "appointed and serving," be counted for quorum purposes, and be permitted to vote.

⁹⁵ RRORR (10th ed.), p 337-338.

⁹⁶ OAG, 1985-1986. No 6405, p 429, 430 (December 9, 1986), citing *Clark v Detroit Bd of Education*, 112 Mich 656; 71 NW 177 (1897).

VOTING

Abstain – means to refuse to vote. Thus, a board member does not "vote" to abstain. If a vote requires a majority or a certain percentage of the members present for approval, an abstention has the same effect as a "no" vote.⁹⁷

Adjourning the meeting - a presiding officer cannot arbitrarily adjourn a meeting without first calling for a vote of the members present.⁹⁸

Chairperson voting – perhaps as a spillover from the well-known constitutional rule that the vice president can only vote to break a tie in the United States Senate⁹⁹ or that a legislative presiding officer usually refrains from voting unless his or her vote affects the result,¹⁰⁰ some believe that a board's presiding officer (usually, the chairperson) can only vote to break a tie. However, absent a contrary controlling provision, all board members may vote on any matter coming before a board.¹⁰¹ A board's presiding officer can't vote on a motion and then, if the vote is tied, vote to break the tie unless explicitly authorized by law.¹⁰²

Expired-term members – look first to the statute, charter provision, or ordinance creating the public body. Many statutes provide that "a member shall serve until a successor is appointed." Absent a contrary controlling provision, the general rule is that a public officer holding over after his or her term expires may continue to act until a successor is appointed and qualified.¹⁰³

Imposing a greater voting requirement – where the Legislature has required only a majority vote to act, public bodies can't impose a greater voting requirement, such as requiring a two-thirds vote of its members to alter certain policies or bylaws.¹⁰⁴

Majority – means simply "more than half."¹⁰⁵ Thus, on a 15-member board, eight members constitute a majority.

⁹⁷ RRONR (10th ed.), p 390-395.

⁹⁸ *Dingwall v Detroit Common Council*, 82 Mich 568, 571; 46 NW 938 (1890).

⁹⁹ US Const. art I, § 3.

¹⁰⁰ RRONR (10th ed.), p 392-393 – an assembly's presiding officer can break or create a tie vote.

¹⁰¹ See OAG, 1981-1982, No 6054, p 617 (April 14, 1982).

¹⁰² *Price v Oakfield Twp Bd*, 182 Mich 216; 148 NW 438 (1914).

¹⁰³ OAG, 1979-1980, No 5606, p 493 (December 13, 1979), citing *Greyhound Corp v Public Service Comm*, 360 Mich 578, 589-590; 104 NW2d 395 (1960). See also, *Cantwell v City of Southfield*, 95 Mich App 375; 290 NW2d 151 (1980).

¹⁰⁴ OAG, 1979-1980, No 5738, p 870 (July 14, 1980). OAG, 2001-2002, No 7081, p 27 (April 17, 2001), citing *Wagner v Ypsilanti Village Clerk*, 302 Mich 636; 5 NW2d 513 (1942).

¹⁰⁵ RRONR (10th ed.), p 387.

Proxy voting – the OMA requires that the deliberation and formulation of decisions effectuating public policy be conducted at open meetings.¹⁰⁶ Voting by proxy effectively forecloses any involvement by the absent board member in the board's public discussion and deliberations before the board votes on a matter effectuating public policy.¹⁰⁷ Without explicit statutory authority, this practice is not allowed.¹⁰⁸

Roll call vote – there is no bright line rule for conducting a roll call vote.¹⁰⁹ We suggest some rules of thumb. One, when a voice vote reveals a divided vote on the board (i.e., more than one no vote), a roll call vote should be conducted to remove doubt about the vote's count. Two, if you have board members participating by teleconference, a roll call will permit the secretary to accurately record the entire vote. Three, when the board is acting on matters of significance, such as, contracts of substantial size or decisions that will have multi-year impacts, a roll call vote is the best choice.

Round-robin voting – means approval for an action outside of a public meeting by passing around a sign-off sheet. This practice has its roots in the legislative committee practice of passing around a tally sheet to gain approval for discharging a bill without a committee meeting. "Round-robinning" defeats the public's right to be present and observe the manner in which the body's decisions are made and violates the letter and the spirit of the OMA.¹¹⁰

Rule of necessity – if a state agency's involvement in prior administrative or judicial proceedings involving a party could require recusal of all of its board members or enough of them to prevent a quorum from assembling, the common law rule of necessity precludes recusing all members, if the disqualification would leave the agency unable to adjudicate a question.¹¹¹ But the rule of necessity may not be applied to allow members of a public body to vote on matters that could benefit their private employer.¹¹²

¹⁰⁶ *Esperance v Chesterfield Twp.*, 89 Mich App at 464, quoting *Wexford County Prosecutor v Pranger*, 83 Mich App 197; 268 NW2d 344 (1978).

¹⁰⁷ Robert's Rules concur: "Ordinarily it [proxy voting] should neither be allowed nor required, because proxy voting is incompatible with the essential characteristics of a deliberative assembly in which membership is individual, personal, and nontransferable." RRONR (10th ed.), p 414. The Michigan House and Senate do not allow proxy voting for their members.

¹⁰⁸ OAG, 2009-2010, No 7227, p (March 19, 2009). OAG, 1993-1994, No 6828, p 212 (December 22, 1994), citing *Dingwall*, 82 Mich at 571, where the city council counted and recorded the vote of absent members in appointing election inspectors. The Michigan Supreme Court rejected these appointments, ruling that "the counting of absent members and recording them as voting in the affirmative on all questions, was also an inexcusable outrage."

¹⁰⁹ "The fact that the Open Meetings Act prohibits secret balloting does not mean that all votes must be roll call votes." *Esperance v Chesterfield Twp.*, 89 Mich App at 464 n 9. The OMA does provide that votes to go into closed session must be by roll call. MCL 15.267.

¹¹⁰ OAG, 1977-1978, No 5222, at p 218. See also, *Booth Newspapers*, 444 Mich at 229, which concluded that "round-the-horn" deliberations can constitute decisions under the OMA.

¹¹¹ *Champion's Auto Ferry, Inc v Michigan Public Service Comm*, 231 Mich App 699; 588 NW2d 153 (1998). The Court noted that the PSC members did not have any personal financial interest in the matter. *Id.* at 708-709.

¹¹² OAG, 1981-1982, No 6005, p 439, 446 (November 2, 1981). After OAG No 6005 was issued, the Legislature amended section 2a of 1973 PA 196, MCL 15.342a, to provide a procedure for voting by public officials in some limited circumstances where a quorum is otherwise lacking for a public entity to conduct business.

Secret ballot – the OMA requires that all decisions and deliberations of a public body must be made at an open meeting and the term "decision" is defined to include voting.¹¹³ The OMA prohibits a "voting procedure at a public meeting that prevents citizens from knowing how members of a public body have voted."¹¹⁴ Obviously, the use of a secret ballot process would prevent this transparency. All board decisions subject to the OMA must be made by a public vote at an open meeting.¹¹⁵

Tie vote – a tie vote on a motion means that the motion did not gain a majority. Thus, the motion fails.¹¹⁶

¹¹³ See MCL 15.262(d) and 15.263(2) and (3).

¹¹⁴ OAG, 1977-1978, No 5262, at p 338-339.

¹¹⁵ *Esperance*, 89 Mich App at 464.

¹¹⁶ *Rouse v Rogers*, 267 Mich 338; 255 NW 203 (1934). RRONR (10th ed.), p 392.

Robert's Rules Cheat Sheet

To:	Say:	Interrupt Speaker	Second Needed	Debatable	Amendable	Decided by:
Adjourn	"I move to adjourn."	No	Yes	No	No	Majority vote
Recess	"I move to recess for/until..."	No	Yes	No	Yes	Majority vote
Complain about hearing, comfort, etc.	"Point of privilege..."	Yes	No	No	No	Chair
End debate and vote on question	"I move the previous question."	No	Yes	No	No	Majority vote
Suspend further consideration of something	"I move to table this matter."	No	Yes	No	No	2/3 vote
Postpone deciding the question	"I move to postpone this matter until..."	No	Yes	Yes	Yes	Majority vote
Amend a motion	"I move to amend this motion by..."	No	Yes	Yes	Yes	Majority vote
Introduce business (a main motion)	"I move that..."	No	Yes	Yes	Yes	Majority vote

The motions and points listed above are in order of preference. When a motion or point of inquiry is pending, only those listed *above* the pending point may be raised.

To:	Say:	Interrupt Speaker	Second Needed	Debatable	Amendable	Decided by:
Redress any violation of the body's Rules	"Point of order..."	Yes	No	No	No	Chair
Request information	"Point of inquiry..."	Yes	No	No	No	N/A
Verify a recent voice vote by actual count (before next motion only)	"I call for division."	Yes	No	No	No	Majority vote
Prevent body from considering a matter	"I object to considering this question."	Yes	No	No	No	2/3
Consider a suspended matter	"I move to take from the table..."	Yes	Yes	No	No	Majority
Reconsider a previous motion	"I move to reconsider..."	Yes	Yes	No	No	2/3
Consider something out of schedule	"I move to suspend the rules to consider..."	No	Yes	No	No	2/3
Vote on the Chair's decision	"I appeal the Chair's decision."	Yes	Yes	Yes	No	Majority

The motions and points above have no precedence. Any of them may be raised in response to any motion or question, with the exception of the **three items in gray** (motion to adjourn, motion to recess, and point of privilege)

MAIN MOTIONS

To Introduce New Business

Obtaining and assigning the floor

- A member raises their hand (or rises, depending on your rules) and waits to be acknowledged
- The chair recognizes the member by name

Note. It is never proper to raise your hand or rise to be acknowledged while another is speaking. If your point or motion is one of the kind that can interrupt the speaker, make your point or motion without waiting for recognition.

How the Motion is Brought Before the Assembly

- The member makes the motion: *I move that (or "to") ...* and resumes his seat.
- Another member seconds the motion: *I second the motion* or *I second it* or *second*.
- The chair states the motion: *It is moved and seconded that ... Are you ready for the question?*

Consideration of the Motion

- Members can debate main motions before the question is voted on or otherwise decided.
- Before speaking in debate, members must obtain the floor.
- The maker of the motion has first right to the floor.
- Debate must be confined to the merits of the motion.
- Debate can be closed only by order of the assembly (2/3 vote) or by the chair if no one seeks the floor for further debate.

The chair puts the motion to a vote

- The chair asks: *Are you ready for the question?*
- If no one rises to claim the floor, the chair proceeds to take the vote.
- The chair says: *The question is on the adoption of the motion that ... As many as are in favor, say 'Aye'.* (Pause for response.) *Those opposed, say 'Nay'.* (Pause for response.) *Those abstained please say 'Aye'.*
- Depending on your rules, some kinds of business may call for a vote by show of hands.

The chair announces the result of the vote.

- *The ayes have it, the motion carries, and ...* (indicating the effect of the vote) or
- *The nays have it and the motion fails*

If the count may be incorrect, a member calls for division

- If any member feels that the tally of voice votes is incorrect, they may call for division.
- Any call for division, unless the result of the previous vote was obvious (e.g. a unanimous or nearly-unanimous vote) must be honored.
- The chair will instruct the body on how to vote (e.g. by show of hands or by standing), and the body will vote accordingly.

WHEN DEBATING YOUR MOTIONS

- Listen to the other side
- Be polite
- Focus on issues, not personalities
- Avoid questioning motives

MOTIONS, GENERALLY

MAIN MOTION

You want to propose a new idea or action for the group.

- After recognition, make a main motion.
- Member: "Madame Chairman, I move that _____."

AMENDING A MOTION

You want to change some of the wording that is being discussed.

- After recognition, "Mister Chairman, I move that the motion be amended by adding the following words _____."
- After recognition, "Mister Chairman, I move that the motion be amended by striking out the following words _____."
- After recognition, "Mister Chairman, I move that the motion be amended by striking out the following words, _____, and adding in their place the following words _____."

REFER TO A COMMITTEE

You feel that an idea or proposal being discussed needs more study and investigation.

- After recognition, "Madame Chairman, I move that the question be referred to a committee made up of members Smith, Jones and Brown."

POSTPONE DEFINITELY

You want the membership to have more time to consider the question under discussion and you want to postpone it to a definite time or day, and have it come up for further consideration.

- After recognition, "Mister Chairman, I move to postpone the question until _____."

PREVIOUS QUESTION

You think discussion has gone on for too long and you want to stop discussion and vote.

- After recognition, "Madam Chairman, I move the previous question."

LIMIT DEBATE

You think discussion is getting long, but you want to give a reasonable length of time for consideration of the question. After recognition, "Mister President, I move to limit discussion to two minutes per speaker."

POSTPONE INDEFINITELY

You want to kill a motion that is being discussed.

- After recognition, "Mister Chairman, I move to postpone the question indefinitely."

RECESS

You want to take a break for a while.

- After recognition, "Mister Chairman, I move to recess for ten minutes."

ADJOURNMENT

You want the meeting to end.

MOTIONS, GENERALLY

- After recognition, "Madame Chairman, I move to adjourn."

PERMISSION TO WITHDRAW A MOTION

You have made a motion and after discussion, are sorry you made it.

- After recognition, "Mister Chairman, I ask permission to withdraw my motion."

CALL FOR ORDERS OF THE DAY

At the beginning of the meeting, the agenda was adopted. The chairman is not following the order of the approved agenda.

- Without recognition, "Call for orders of the day."

SUSPENDING THE RULES

The agenda has been approved and as the meeting progressed, it became obvious that an item you are interested in will not come up before adjournment.

- After recognition, "Madam Chairman, I move to suspend the rules and move item 5 to position 2."

POINT OF PERSONAL PRIVILEGE

The noise outside the meeting has become so great that you are having trouble hearing, or the temperature in the room is uncomfortable, or some other concern.

- Without recognition, "Point of personal privilege."
- Chairman: "State your point."
- Member: "There is too much noise, I can't hear."

COMMITTEE OF THE WHOLE

You are going to propose a question that is likely to be controversial and you feel that some of the members will try to kill it by various maneuvers. Also you want to keep out visitors and the press.

- After recognition, "Mister Chairman, I move that we go into a committee of the whole."

POINT OF ORDER

It is obvious that the meeting is not following proper rules. E.g. a motion is passed without the right kind of vote, or a member is breaking the rules of debate.

- Without recognition, "I rise to a point of order," or "Point of order."

POINT OF INQUIRY

You are wondering about some of the facts under discussion, such as the balance in the treasury when expenditures are being discussed.

- Without recognition, "point of inquiry."

POINT OF PARLIAMENTARY INQUIRY

You are confused about some of the parliamentary rules.

- Without recognition, "Point of parliamentary inquiry."

MOTIONS, GENERALLY

APPEAL FROM THE DECISION OF THE CHAIR

The Chair has made a decision that you wish the body to vote on.

- Without recognition, "I appeal from the decision of the Chair."

MISSION

The Ypsilanti Human Relations Commission was created in 1994 by the City Charter and codified by City Council in 1995, to ensure full access to human and civil rights of the people for Ypsilanti. Its nine voting members and two youth members are Ypsilanti residents appointed for three-year and one-year terms respectively, by the Mayor and City Council.

Ypsilanti's Non-Discrimination Ordinance prohibits discrimination in employment, housing, and public accommodations. No person may be denied their civil or political rights or be discriminated against because of actual or perceived race, color, religion, national origin, immigration status, sex, sexual orientation, gender identity, gender expression, age, marital status, disability status, familial status, educational association, source of income, height or weight. (Ypsilanti Code of Ordinances, Chapter 58, Article III, Division 1, Sec. 58-61)

ARTICLE I – Name

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

ARTICLE II – Objectives

The objectives, purposes, powers, and duties of the Commission are those set forth by Article IX, Section II of the City Charter and chapter 58-32 through 58-39 of the City Code of Ordinances.

Section 1. The Commission shall serve as an advisory body to the city council, and shall study problems in the city relating to prejudice and discrimination and make policy recommendations to the City Council to identify and remove discriminatory structures and practices, and act to remediate the legacy of historical oppression.

Section 2. The Commission will pursue the mission and objectives in accordance with all established policies of city council and charter.

Section 3. The Commission as a whole shall be expressive of the diversity of the entire community and will act as a bridge (or coordinating agency) between protected classes in the community and the city, for the development of policies and educational programs which promote empowerment and a socially just community.

Section 4. The Commission shall communicate with federal and state agencies regarding human rights and affirmative action programs for the purpose of making recommendations to City Council.

Section 5. The Commission shall promote mutual understanding and foster equality and respect among all persons, which shall include receiving and reviewing complaints from individuals alleging violations of Ypsilanti's Non-Discrimination Ordinance, and take appropriate action, including but not limited to referral of complaints to appropriate agencies and/or to the City Attorney, mediation of complaints, or dismissal of complaints in accordance with section 58-36 and 58-67 of the City Code.

Section 6. The Commission shall from time-to-time conduct public forums, town hall meetings, educational and other programs to promote the equal rights and opportunities of all persons. This shall include advocating for accountability of City Council for broadbase changes that impacts structural equity.

Section 7. The Commission shall from time-to-time issue public reports and recommendations to the City Council on ways to improve city government programs and ordinances designed to eliminate structural discrimination and/or to address the effects of past discrimination.

ARTICLE III – Membership

Section 1. Membership of the Human Relations Commission shall consist of nine voting members, and two non-voting youth members. Members of the Commission shall be appointed as provided for in Section 9.03 of the City Charter of the City of Ypsilanti.

Section 2. The first priority of each member of the Commission shall be to represent and advocate for equality and social justice in the City of Ypsilanti, putting aside personal or special interests.

Section 3. Membership of the Commission shall be representative of the entire geography and diversity of the City of Ypsilanti.

Section 4. Each member of the Commission shall avoid conflicts of interest, including, but not limited to, deliberating on, voting on, or reviewing a case concerning the member; the immediate family or household of the member; property owned by or adjacent to property owned by the member; or a corporation or partnership in which the member has an ownership, employment, or other financial interest. Each member of the commission shall be bound by Chapter 46, Article III of the Ypsilanti City Code otherwise known as the Ethical Standards of Conduct.

Potential conflicts of interest should be identified by the member prior to deliberation of the case; if the Commission determines that a conflict exists, the member shall remove themselves from the meeting room during deliberation of the case.

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

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

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

Section 6. If any discussion occurs regarding a member or officer performance leading to recommendation for dismissal, such discussion and identification of persons shall occur in closed session to protect privacy. The member or officer must request the closed session.

Section 6.1 To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named person requests a closed hearing. A person requesting a closed hearing may rescind the request at any time, in which case the matter at issue shall be considered after the rescission only in open sessions. (MCL.261)

ARTICLE IV – Officers, and Their Duties

Section 1. The officers of the Commission shall be a Chairperson and a Vice-Chairperson which on the date of their election must have served at least one calendar year on the Commission. Such other officers, sub-committees, etc. as are deemed necessary and advisable for the conduct of business shall be appointed as required and provided for by the Commission.

Section 2. The Chairperson shall preside at all meetings and hearings of the Commission and shall have the duties normally conferred by parliamentary usage on such officers. The Chairperson and City

Clerk (or their designee) shall sign approved minutes of meetings and receive communications and petitions sent to the Human Relations Commission.

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

Section 4. The Commission may designate a person who is not a member of the Commission to serve as Recording Secretary. The Recording Secretary shall prepare draft minutes for review by the Commission and shall perform such other duties as may be ordered by the Commission.

Section 5. Nomination of officers shall be made from the floor at the annual organizational meeting which shall be the regular meeting in January each year, and the election shall be immediately thereafter. Members may self-nominate or be nominated prior to the meeting where elections will occur, and will be asked to provide a statement of service before a vote shall be taken.

Section 6. A candidate receiving a majority vote of the Commission shall be declared elected and shall serve a term of one year or until their successor shall take the office.

Section 7. Vacancies in office shall be filled immediately by the next scheduled meeting.

Section 8. The officers shall be members of the Commission.

Section 9. The Commission may vacate an officer from their seat by an affirmative two thirds vote of the entire voting membership of the Commission, but only for cause and after notice and the opportunity for a due process hearing on the merits.

ARTICLE V – Meetings

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

Section 2. The Commission shall hold a minimum of one meeting each quarter.

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

Section 4. The normal order of business at meetings shall be as follows:

1. Call to order
2. Roll call
3. Approval of minutes
4. Public Comment
5. Old business
6. New business
7. Public Comment
8. Proposed business for next meeting
9. Commissioner comments
10. Adjournment

Section 5. Audience participation shall be limited to 3 minutes per person, per participation period. The Chairperson may extend the time limit at their discretion.

Section 6. A quorum shall consist of a majority of the current voting Human Relations Commissioners. When all 9 voting Commission seats are not filled, a quorum will be no less than four (4) voting Commissioners.

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

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

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

Section 10. Parliamentary procedure in Commission meetings shall be governed by Roberts Rules of Order, as amended. The Commission shall establish procedures as it deems necessary.. A copy of Roberts Rules of Order will be available at Human Relations Commission meetings.

Section 11. The City Clerk, City Attorney, and other officials of the City may participate in the Commission's discussion, but shall not vote, introduce motions, be counted towards quorum, or initiate any other parliamentary action.

ARTICLE VI – Disposition and Record

Section 1. The decision of the Commission shall take effect five (5) days from the date of determination. However, the Commission may find the immediate effect of such decision is necessary for the preservation of property or personal rights and shall certify with five (5) concurring votes or a majority vote of the voting members present. The applicant shall be advised of the decision in writing within five (5) days of the final hearing and decision.

Section 2. The Commission shall keep, or cause to be kept, a permanent record of Commission meetings and decisions, which shall, at a minimum, include:

- a. A copy of the meeting posting pursuant to P.A. 267 of 1976, as amended, (being the Michigan Open Meetings Act, M.C.L. 15.261 et seq.)
- b. A copy of the minutes, and all its attachments which shall include a summary of the meeting, in chronological sequence of occurrence
- c. Records of any action, support documents, investigation reports, photographs, and correspondence received, attached as an appendix to the minutes

Section 3. The City Clerk, their designee, or the Chairperson shall communicate the actions and recommendations of the Commission to the City Council and general public.

ARTICLE VII – Committees

Section 1. The Commission or Chair may establish and appoint ad hoc committees for special purposes or issues, as deemed necessary. Less than a quorum may serve on an ad hoc committee at any given time.

Section 2. All committees are subservient to the Commission and report their recommendations to the Commission for review and action. The Commission can overrule any action of any committee.

Section 3. The same principals of these Bylaws for the Commission also apply to all committees of the Commission, including, but not limited to, making all meetings open to the public and keeping a record of all proceedings.

ARTICLE VIII – Commission Absences

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

- a. When appointed, each Commissioner should be aware of the expectation to attend each scheduled monthly meeting of the Human Relations Commission.
- b. In the event of unplanned personal matters, business trips, family vacation trips, changed job requirements, sickness, religious practice, weather, or other physical disabilities that prohibit the Commissioner from attending the scheduled monthly meeting; the Commissioner shall notify the Clerk’s Office at City Hall or the Human Relations Commission Chairperson as early as possible, or at least an hour prior of their inability to attend the scheduled meeting. The Human Relations Commission member upon this notification will receive an “excused absence” for the involved scheduled meeting.[SJ2] During meeting roll call, professional staff at City Hall or the Human Relations Commission Chairperson shall make note of the excused absence.
- c. There will be a limit of three (3) consecutive “excused absences” or two (2) consecutive “unexcused absences” for any member of the Human Relations Commission. If any member meets the above criteria for consecutive yearly scheduled regular meetings, the Commissioner will be asked to provide cause and recommended for dismissal unless extenuating circumstances exist.
- d. The “recommended for dismissal” action will be initiated by City Clerk’s office staff and forwarded on to the City Council for official action. The Commissioner should be replaced as soon as possible by the Mayor and City Council in order to maintain the prescribed number of Human Relations Commission members. The Chairperson of the Commission shall work with the Mayor and City Council to locate appropriate individuals to fill any vacancies.

ARTICLE IX – Miscellaneous

Section 1. These Rules and Regulations may be amended or altered during a regular meeting by the affirmative vote of at least two thirds of the current voting roster of the Commission, provided notice of the proposed bylaw change is given to all members by announcement at a preceding meeting, and the notice be included in the minutes of the meeting, said meeting to occur not less than 15 days prior.

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

Section 3. The Commission shall during the November regular meeting construct proposed Commission priorities for the next calendar year and provide City Council with an annual report. This report shall include discussion of the Commission’s activities, the status of any on-going investigations, the status of any concluded investigations, the proposed Commission priorities and any recommendations to Council for the coming year, along with any fiscal needs anticipated. This report shall be prepared and submitted to City Council on or before December 31st.



RESOLVED BY THE SUSTAINABILITY COMMISSION:

RE: Public Recycling Bins

WHEREAS, the Climate Action Plan directs the City of Ypsilanti to place artistic trash and recycling bins throughout the community, and

WHEREAS, the Climate Action Plan further directs the City of Ypsilanti to seek an increase in recycling rates; and

WHEREAS, to increase visibility and education for the City of Ypsilanti recycling program; and

WHEREAS, each ton of waste diverted to recycling rather than to a landfill saves 2.87 metric tons CO₂e; and

WHEREAS, recycling reduces the amount of waste landfilled;

NOW THEREFORE BE IT RESOLVED that the Sustainability Commission urges City Council to direct staff:

1. To evaluate and ensure the current footprint of public trash bins provide adequate coverage of public pedestrian spaces;
2. To request multiple quotes for the cost of adding recycling bins;
3. To place recycling bins adjacent to all public trash cans;
4. To provide regular pickup and maintenance of public recycling bins.



Resolution No. 2019-02-001
11 February 2019

RESOLVED BY THE SUSTAINABILITY COMMISSION:

WHEREAS, the Sustainability Commission has been charged with the review and update of the Climate Action Plan; and

WHEREAS, the City has entered into a Memorandum of Understanding with EcoWorks to complete an Energy Plan that draws from and updates the 2012 Climate Action Plan with specific regard to City facilities; and

WHEREAS, EcoWorks has worked with the City to develop a plan that addresses the energy use of City facilities;

WHEREAS, the Sustainability Commission has reviewed this Energy Plan and supports the goals and objectives therein;

NOW THEREFORE BE IT RESOLVED that the Sustainability Commission adopts this plan as policy to guide future recommendations;

NOW THEREFORE BE IT FURTHER RESOLVED that the City of Ypsilanti Sustainability Commission recommends that the City Council adopt the Energy Plan as guiding policy.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:



RESOLVED BY THE SUSTAINABILITY COMMISSION:

RE: Peninsular Place Dam

WHEREAS, a study commissioned by the City of Ypsilanti and the Huron River Watershed Council found removal to be feasible in terms of sediment management, infrastructure stability, and riverfront land ownership;

WHEREAS, dam removal will restore the natural flow regime of the river and improve connectivity for fish and other species living upstream and downstream of the dam;

WHEREAS, studies have shown that the environmental cost of dams, in fact, contributes to climate change;

WHEREAS, the HRWC has shown that hydroelectric generation is possible but the monetary costs and benefits are unknown, and should be determined;

WHEREAS, restoration following dam removal has been shown to improve fishing habitat--e.g., dam removal in Wisconsin resulted in decreases in common carp and increases in smallmouth bass populations (Kanehl et al. 1997; Stanley et al 2003);

WHEREAS, the Peninsular Dam is a historically significant site in the City of Ypsilanti;

WHEREAS, there is subsistence and sport fishing at, and downstream of, the dam site;

WHEREAS, funding opportunities for the dam removal must be identified;

NOW THEREFORE BE IT RESOLVED that the Sustainability Commission urges City Council to:

1. Direct staff to seek out grants for the dam removal;
2. In the event of dam removal, ensure the preservation of historical structures;
3. In the event of dam removal, ensure fishing remains viable during and following the process;

Foley (Second Drennen) moved to extend the meeting until 9:30 p.m.

Voice Vote: Unanimous

Motion: Carried

Foley (Second Drennen) moved to amend Resolution No. 2019-03-001.

Voice Vote: Unanimous

Motion: Carried

Position Statement

RE: Washtenaw Regional Resource Management Authority (As Amended)

WHEREAS, the Washtenaw Regional Resource Management Authority (WRRMA) has invited the City of Ypsilanti to join the Board of Trustees; and

WHEREAS, in partnership with our neighbors Ann Arbor Township, the City of Ann Arbor, the City of Dexter, Pittsfield Charter Township, the City of Saline, the Township of Scio, and the Charter Township of Ypsilanti; and

WHEREAS, the Climate Action Plan directs the City of Ypsilanti to seek an increase in recycling rates; and

WHEREAS, the Commission also has a strong desire to increase the quantity and quality of the recycling stream as well as a desire to move closer to zero waste over the long-term;

WHEREAS, the Commission supports the WRRMA goals of community education and outreach;

NOW THEREFORE the Sustainability Commission expresses the following concerns about Ypsilanti joining the WRRMA Board of Trustees:

- 1. That membership will not decrease the quality and quantity of existing services; and**
- 2. That membership will lead to no loss of jobs within the DPW; and**
- 3. There will be no contracted job duties that will be removed; and**
- 4. Any additional hiring within the City of Ypsilanti as a result of the WRRMA will be AFSCME union positions; and**

**Sustainability Commission
March 11, 2019**

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5. There will be no outsourcing of positions within the DPW; and
6. That the Constituent Member will vote as directed by City Council

Bayha (Second Heine) moved to approve Resolution No. 2019-03-001 as amended.

Voice Vote: Unanimous

Motion: Carried

IX. COMMUNICATIONS

X. AUDIENCE PARTICIPATION

XI. PROPOSED BUSINESS

XII. NEXT MEETING DATE:
Monday, April 8, 2019

XIII. ADJOURNMENT: 9:30pm

Foley (second Drennen) moved to adjourn the meeting of the Sustainability Commission.

Voice Vote: Unanimous

Motion: Carried

Commissioner Cannon: Asked if the data is obtained from a commercial standpoint, a residential standpoint or from a mixture of both.

City Planner Wessler: Stated that it will probably vary by the data type and will probably be a mix of both.

Commissioner Michalowski: Asked if the Commission will have access to the software.

City Planner Wessler: Stated that she would hope so, to at least view.

Commissioner Michalowski: Stated that he will get more clarifying information re: the time frame of the membership from date of purchase.

Commissioner Collins: Asked if there is a plan B for a second option.

City Planner Wessler: Stated yes, that the consultant would use Excel, which can be challenging in creating spreadsheets to work with and in generating reports.

Commissioner Cannon: Asked what other cities have adopted this software.

City Planner Wessler: Stated, a lot. Stated that the software is pretty popular.

Commissioner Collins: Asked if they don't allow the option to buy the whole year and if it is prorated, do we take the prorated rate and then deal with it next year.

Commissioner Michalowski: Stated, yes. Stated that the software is needed now for the contractors to do the Greenhouse Gas emissions portion of the Sustainability Plan.

Council Liaison Wilcoxon: Asked if we still have the STAR subscription for three years.

Commissioner Drennen: Stated that it was \$1000/year. Explained that we paid for a year and then, within that year, STAR Communities ceased to exist and merged with LEED. Stated that LEED for Cities is somewhat similar to what STAR Communities used to be. Stated that LEED is different from ClearPath, in that it is a reporting platform whereas ClearPath is more of a reporting for greenhouse gas inventory. Indicated that she wrote an email to LEED asking what do we still have. Indicated that she will update the Commission when that information is received.

Commissioner Michalowski: Read Resolution No. 2019 - 07- 001, dated July 8, 2019 into the record:

"RESOLVED BY THE SUSTAINABILITY COMMISSION OF THE CITY OF YPSILANTI:

Whereas, the City is proceeding with a Greenhouse Gas Inventory, and; Whereas, the ICLEI makes available a software for use in creating such inventories to its membership, amongst other benefits; and

Now therefore be it resolved that the Sustainability Commission authorizes \$600 to be expended from account 101-7-7290-958-00 (General Fund: Sustainability Commission: Memberships and Dues) for ICLEI membership."

Sustainability Commission

July 8, 2019

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Drennen (Second: Cannon) moved to approve Resolution No. 2019 - 07- 001 for the authorization of \$600 to be expended for ICLEI membership.

Discussion: [Consensus to add the following language "*membership for the first year*"]

Greenwald (Second: Cannon) moved to approve Resolution No. 2019 - 07- 001, as amended, for the authorization of \$600 to be expended for ICLEI membership for the first year.

Discussion: Commissioner Michalowski: Indicated that although he is disappointed that it worked itself out in the way it did, that it is still an overall benefit.

Commissioner Cannon: Indicated agreement with Commissioner Michalowski and stated that it is a step forward to becoming a greener city. Asked who would be essentially managing the software.

City Planner Wessler: Stated that she would probably be the main staff contact, at least until there is a chance to talk things out with the DPS director. Stated that the consultant will have access to it in order to upload the data and to generate the reports that are needed. Stated that she will see if she can get at least "View Only" access for the Commission so we can all be on the same page.

Commissioner Michalowski: Asked if how the data was obtained will be documented so that it can be replicated in the future.

City Planner Wessler: Stated, yes.

Voice Vote: Unanimous

Motion: Carried

Commissioner Michalowski: *[Reference the folder of plans provided by Commissioner Drennen]* Stated that we have a contractor who is going to work with us but, with budget considerations, we have to find some middle ground and have to establish what is important to us and have to make sure those things are in there.

City Planner Wessler: Indicated tweaking the draft goals and visions as needed. Stated her desire to schedule a separate meeting, such as an open house or a town hall to which the public can be invited and hash out what the public also wants to see. Encouraged commissioners to attend the visioning session on Thursday, July 11th and/or email thoughts/questions/comments to her.

Commissioner Michalowski: Expressed opinion that the process is moving faster than it should for what is being done. Encouraged commissioners to get any info into the visioning session and make sure that there is engagement with the Plan approach.

B. 2019-2020 Commission Goals

Commissioner Michalowski: Explained that based on discussion from the June meeting and a review of the previous goals list, he created a draft Goals Resolution. In answer to query, explained that when we are thinking about what should we be doing, we look to our goals.

Commissioner Drennen: Asked about the MGC silver level.

Commissioner Heine: Stated that two more were answered than we needed for the bronze level.



Resolution No. 2019-07-002
7 July 2019

RESOLVED BY THE SUSTAINABILITY COMMISSION:

WHEREAS, the Sustainability Commission of the City of Ypsilanti, Michigan, does hereby defines the 2019-20120 goals of the Sustainability Commission as follows:

- Approve a Sustainability Plan for the city of Ypsilanti
- Achieve Silver level on the MGC Challenge
- Improved Earth Day event
- Facilitate a Zero Waste event
- Identify grant opportunities for the City of Ypsilanti
- Increase outreach and educational efforts

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Resolution No. 2019-100

November 11, 2019

WHEREAS, THE Sustainability Commission has not yet adopted a formal resolution procedure; and,
WHEREAS, the absence of a formal procedure has caused confusion for the Commission in the past; and,
WHEREAS, a formal resolution procedure would reduce confusion and improve the communication process; and,

NOW THEREFORE BE IT RESOLVED THAT the Commission will adopt the following resolution procedure:

1. An idea is drafted into a formal Resolution by no more than a quorum of Commissioners
2. A Commissioner makes a request to the Chair to add the Resolution to a future meeting agenda
3. The Commissioner provides the Commission with a formal first reading of the Resolution at the next scheduled meeting
4. The Commission will then discuss the Resolution
5. The Commissioner again will request the Resolution be added to a future agenda
6. The Commissioner of Committee will take the necessary time to update the Resolution as needed
7. The Resolution will be circulated for formal review as necessary
8. The Resolution is formally presented by the Commissioner again for a second reading at the next scheduled meeting
9. The Commission will again discuss the Resolution
10. The Commission will then vote on the Resolution and/or choose to return it to the Commissioner or Committee for further changes
11. Once all changes have been made, the Resolution will be presented at the next scheduled meeting
12. A majority vote will result in the Resolution being presented to Council for consideration by a Commission member or our Council liaison
13. If the Resolution does not pass at the Commission it may be considered again in the future if a majority of the Commission is in agreement

Resolution No. 2019-010



Keith Michalowski <kmichalowski@gmail.com>

Climate Change Resilience From The Youth Up - SEMIS Coalition/Ecoworks & Meeting

Lisa Voelker <lvoelker@emich.edu>

Thu, Oct 17, 2019 at 4:37 PM

To: Steve Wilcoxon <swilcoxon@cityofypsilanti.com>, Keith Michalowski <kmichalowski@gmail.com>, beth.gibbons527@gmail.com, bzeuner@umich.edu

Cc: Ethan Lowenstein <ethan.lowenstein@emich.edu>, Laura Florence <lwelsh@umich.edu>, Josh Musicant <josh@youthenergysquad.org>

Hello, Steve, Keith, Beth, and Brett,

We hope this finds you doing well.

We have been in previous communications with each of you to some degree and I am reaching out now in hopes of reconnecting and asking for your partnership on a project we are part of that is focused on climate change resilience, adaptation, and youth from local YCS and DPSCD schools.

The SEMIS Coalition and our partner, Ecoworks from Detroit, received 3 years of funding from the National Oceanic and Atmospheric Association to work on climate change community resilience with youth in high schools. The project, entitled *Climate resilience from the youth up: A place-based strategy uniting high school students, educators, scientists, residents, community organizations, and municipalities in southeast Michigan*, was one of nine funded out of more than 230 proposals received by the NOAA Environmental Literacy Program.

We are lucky to have **6 Ypsilanti high school teachers and their students** working on this initiative with us! These teachers are motivated and committed. I'm including more information here so you can better understand the work. It is attached. These classes will be working to develop resilience plans and take actions that can help our community adapt and be more resilient in the face of local global warming impacts.

The Ecoworks Youth Energy Squad educators that are leading this work with students and teachers are **in need of a brief overview of the City's Climate Action Plan** and any updates that might exist. I remember attending a meeting this past winter where Brett Wilhelm presented about mitigation vs. adaptation and I was wondering if that PP is also available somewhere for us to reference? It was very good. We'd like to learn more from all of you!

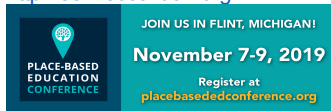
Is it possible for one, or a few, of you to help us with this by **scheduling a short presentation/Q&A for our team?** If there are others from the commission we should include, please copy them in your response. We'd love to get your insight into where things are in the City and how you see the role of local municipalities on planning for the impacts of climate change in Ypsilanti.

I'm happy to give more info, or to meet with you first.

Thank you for your time! I am sure you're all quite busy and appreciate any support you'd be willing to give to work with us on this effort. Eventually, I think the students would like to be able to present to all of you on what they learn and what they hope to accomplish.

Lisa

Lisa Voelker
Southeast Michigan Stewardship Coalition, Assistant Director
<http://semiscoalition.org/>



2 attachments **NOAA EL News Release.pdf**
108K **NOAA Climate Resiliency Project Agreement for June 2019-June 2020 .pdf**
166K

FOR IMMEDIATE RELEASE

Contact:

*Rhett Register, Michigan Sea Grant communications program leader, (734) 647-0767,
rregist@umich.edu*

Justin Schott, EcoWorks executive director, (313) 459-8987, jschott@ecoworksdetroit.org

New project works with students to make SE Michigan more resilient to climate impacts

DETROIT — The National Oceanic and Atmospheric Administration (NOAA) Environmental Literacy Program is funding a unique partnership to help students and teachers in Detroit and Ypsilanti strengthen their communities against the effects of climate change.

Heat waves, severe storms, and flooding are becoming more frequent and more intense in the Great Lakes region according to research done by the Great Lakes Integrated Sciences + Assessments (GLISA), a NOAA-supported team housed jointly at the University of Michigan and Michigan State University.

The cities of Detroit and Ypsilanti in Southeast Michigan score low on most assessments of community climate resilience. To encourage meaningful action, a unique partnership between the cities, Michigan Sea Grant, Southeast Michigan Stewardship Coalition (SEMIS Coalition), Ecoworks, GLISA, and others has received funding for an innovative project that relies on students to be ambassadors of change in their communities.

“Unfortunately, young people are going to feel the effects of climate change more than their parents’ and grandparents’ generations,” says Justin Schott, EcoWorks director. “Our goal is to provide opportunities for them to build both the scientific literacy and the change agent skills to make their homes, schools, and neighborhoods more resilient.”

The project, entitled *Climate resilience from the youth up: A place-based strategy uniting high school students, educators, scientists, residents, community organizations, and municipalities in southeast Michigan*, was one of nine funded out of more than 230 proposals received by the NOAA Environmental Literacy Program.

Over the next three years, the project will bring together students, teachers, city officials, researchers, and community members with the goal of making Detroit and Ypsilanti more resilient to climate stressors.

“Michigan Sea Grant is excited to work with this team to help students, teachers, and community members make Southeast Michigan more resilient,” says Catherine Risegn, Michigan Sea Grant director.

The project team will work with existing high school environmental clubs called “Green Teams,” which have been supported and facilitated by EcoWorks since 2012. Teachers will receive

professional development in climate science and place-based learning methods from the Southeast Michigan Stewardship Initiative at Eastern Michigan University.

“So often, institutions and organizations operate from their own silos,” says Ethan Lowenstein, director of the SEMIS Coalition. “This project is an example of what can happen when we build strength-based coalitions with a common vision of empowering our youth to not only prepare to be scientists, community organizers, and policy makers in the future, but to inhabit those roles now.”

Working with students and community partners, the team hopes to meet four objectives:

- Help students identify and study climate vulnerabilities in their schools and communities.
- Help teachers engage students in planning and completing projects that work toward achieving community resilience.
- Help students work with residents to teach about local climate impacts and increase understanding of resilience strategies.
- Work with the cities of Detroit and Ypsilanti to complete and implement local sustainability and climate action plans.

“Educating Detroiters on the risks of climate change and building strong social networks are two vital steps in helping Detroiters be more thriving in the present and resilient to impacts of climate change,” says Joel Howrani Heeres, director of Detroit’s Office of Sustainability. “This grant will help forward both of these activities, while educating and empowering youth to be positive change-makers in their own neighborhoods.”

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National Oceanic and Atmospheric Administration (NOAA)

Climate Resiliency Project Agreement for June 2019-June 2020

Ten teachers/schools are being selected in Southeast Michigan for participation in the National Oceanic and Atmospheric Administration's most prestigious educational grant award program. The NOAA Climate Resiliency project focuses on providing comprehensive support to teachers and students to study climate change, develop stewardship projects that create more resilient communities, and collaborate with STEM experts and city and county agencies.

SCHOOL/TEACHER NOAA CLIMATE RESILIENCY BENEFITS AND RESPONSIBILITIES

- The project spans 2 more years and brings you a highly valuable package of coordinated resources from EcoWorks, the Southeast Michigan Stewardship Coalition (SEMIS Coalition), Michigan Sea Grant, and the Great Lakes Integrated Sciences and Assessment Center (GLISA).
- Resources are the equivalent of \$15,000 per teacher, per year, for:
 - o Weekly classroom support from two EcoWorks AmeriCorps Green School Coordinators
 - o Seven days of sustained professional development in place-based and inquiry-based instruction and environmental STEM (June 25, 26, 27; August 6,7; October 4; January 31)
 - o Training in standards aligned STEM and Social Studies curriculum
 - o A \$500 honorarium for teachers who complete the professional development sequence
 - o Eligibility for a \$380 scholarship to attend the national Place-Based Education conference in Flint, MI (Nov. 7-9)
 - o Customized, on-site, curriculum coaching from a SEMIS Coalition coach
 - o Mini-grants to fund community-based stewardship projects
 - o Classroom support from Great Lakes Integrated Sciences and Assessments staff
 - o Funding for bus travel

- o Funding for students to go out 2 times per year on the Sea Grant boat.
- o Funding to bring students to the SEMIS Annual Community Forum and Awards Lunch on May 18
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PARTICIPATING SCHOOL RESPONSIBILITIES

- Expressed intent for a long-term partnership with partners--Although this is a grant-funded project, most of the participating partner organizations have a partnership that spans almost a decade and are committed to providing teacher support after this specific project is finished. Teacher learning takes more than a couple of years and we are committed to long-term and sustained teacher growth and support. We only enter into partnerships with schools that understand the benefits of long-term partnerships and commit to such partnerships. This project is an entry point into a school adopting community-based, and standards-aligned, teaching practices.
- Making sure that teachers are able to leave the building and attend SEMIS PD and students leave the building for community-based experiences and the SEMIS Community Forum.
- Paying for substitute teachers during SEMIS professional development days.
- Actively sharing the story of the impact of the project in the news media and via social media.



PARTICIPATING TEACHER RESPONSIBILITIES

- Actively and regularly communicating with project staff.
- Fielding a complete place-based stewardship project with students. This project should include inquiry, community, and action components. Examples include interviewing neighbors about their attitudes and concerns about climate change and implementing a climate resilience project, such as a map of local resources for heat waves or a training on how to prevent basement flooding.
- Participate in the SEMIS Coalition professional development sequence. We recognize teachers may have pre-existing commitments. We require a minimum of participation in three of the 4 professional development events.
- Engage with a variety of partners and resources, including:
 - o EcoWorks AmeriCorps Green School Coordinators (weekly)
 - o SEMIS place-based education coaches
 - o Great Lakes Education Project boat cruises
 - o Visits of climate experts to the classroom
- o Dialogue and engagement with municipal and community sustainability leaders
- Engage students in public storytelling through the SEMIS Community Forum, PBE conference, and other opportunities
- Engage students with EcoWorks coordinators in producing a brochure/poster/pamphlet describing the project and used in student community outreach
- Participate in evaluation

PLEASE LIST PARTICIPATING TEACHERS HERE:

Teacher Name	Grade Level	Courses Taught

I understand the benefits and responsibilities of the NOAA Climate Resiliency Project and SEMIS Coalition membership and am committed to participating fully for the next two years.

Principal/District Admin name (Please Print)

NOAA Project Director

Teacher(s) signature(s)

Signature

Signature

Date

Date

QUESTIONS?

To learn more, please contact Laura Florence, SEMIS curriculum coach, at lwelsh@umich.edu or (734) 487-2753.





Keith Michalowski <kmichalowski@gmail.com>

2019 MGC Challenge Bronze Certification

Michigan Green Communities <migreencommunities@gmail.com>
To: Keith <kmichalowski@gmail.com>

Tue, Oct 29, 2019 at 7:33 PM

Keith,

Thank you for completing the 2019 Michigan Green Communities Challenge. I'm pleased to let you know that your community will receive a BRONZE certification as part of the 2019 Challenge.

To recognize your community's achievement, we will distribute a press release and will recognize your community at the upcoming Michigan Sustainability Conference (MISCON) on November 20th and 21st in Lansing. MGC and EGLE will recognize Challenge participants during lunch on Thursday, November 21st. As a reminder, your community is eligible for one FREE registration to the Michigan Sustainability Conference. You can register for the [event online here](#). Please use promo code **MISCON-MGC** when registering to access your one free registration.

A press release will be distributed the week of November 17th recognizing participating communities and highlighting projects. Here is the draft text for highlighting your community's project in the press release:

City of Ypsilanti (Bronze): Works with Washtenaw County Water Resources Commissioner to provide free consultations to households interested in developing or enhancing rain gardens.

If you'd like to tweak this text, or highlight a different project, please let me know by **COB on Friday, November 8th**. If you do not submit any edits to me by then, the text above will be used in the press release.

If you would like access to a logo for your website or print materials, you can [download them here](#).

Thank you, and please let me know if you have any questions.

Jamie Kidwell-Brix
MGC Network Coordinator
migreencommunities@gmail.com
migreencommunities.com
734.249.8055

