Agenda
Planning Commission
Council Chambers
Wednesday, November 16, 2016 – 7:00 P.M.

I. Call to Order

II. Roll Call

Heidi Jugenitz, Chair	P	A
Cheryl Zuellig, Vice Chair	P	A
Anthony Bedogne	P	A
Liz Dahl MacGregor	P	A
Toi Dennis	P	A
Matt Dunwoodie	P	A
Phil Hollifield	P	A
Jared Talaga	P	A

III. Approval of Minutes

- October 19, 2016

IV. Audience Participation

Open for general public comment to Planning Commission on items for which a public hearing is not scheduled.

V. Presentations and Public Hearing Items

- Special Nonconforming Status: 304 Elm

VI. New Business

- None

VII. Old Business

- Alley Vacation: 211 Woodward

VIII. Future Business Discussion / Updates

IX. Committee Reports

- Non-motorized Advisory Committee: October Minutes
- Non-motorized Advisory Committee: November Minutes

X. Adjournment

PLANNING COMMISSION
MEETING MINUTES
October 19, 2016
CITY COUNCIL CHAMBER
7:00 P.M.

I. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

II. ROLL CALL

Present: C. Zuellig, H. Jugenitz, P. Hollifield, J. Talaga, M. Dunwoodie, T. Dennis, L. MacGregor

Absent: A. Bedogne (excused)

Staff: Bonnie Wessler, City Planner
Cynthia Kochanek, Associate Planner
Nan Schuette, Executive Secretary

III. APPROVAL OF MINUTES

Commissioner Dennis moved to approve the minutes of September 21, 2016 (Support: L. MacGregor) and the motion carried unanimously.

IV. AUDIENCE PARTICIPATION

None

V. PRESENTATION AND PUBLIC HEARING ITEMS

1. 1007-1009 Grant Street

Ms. Kochanek, Associate Planner, stated that this is a request for approval of a Special Nonconforming Status for the above address. This parcel is 0.15 acres on Grant Street between Elm and Oakwood in the Normal Park area of the city. The structure includes both addresses. It is two units in 3,180 sq. ft. with a porch on the north end of the structure.

The property is currently zoned R-1, Single-Family Residential; the two units are nonconforming under the current zoning ordinance. There are no proposed changes to the site and it has been

used as a duplex since it was built. The applicant is only pursuing the special nonconforming status in order to rebuild as a duplex in the event of a casualty. The property has a Certificate of Compliance and Occupancy from the Building Department that is valid until January 1, 2017. After 1985, the zoning for the property changed to single family and no special use permits or variances have previously been approved for this property.

Ms. Kochanek referred to the Criteria and Review in Sec 122-207 of the Zoning Ordinance as well as the Conditions of Approval in Sec 122-207(2) a-e. She also listed the items that should be addressed:

1. All exterior lighting should comply with Sec 122-641.
2. If the structure needs to be rebuilt, it cannot be more con-conforming in regard to the yard setbacks.
3. A dedicated storage area for the garbage receptacles should be provided.
4. The rental Certificate of Compliance & Occupancy must be successfully renewed as prescribed by law and maintained as long as the structure is utilized as a rental/duplex.

Commissioner Zuellig asked about the alley on the west side of the property and if it goes all the way through. Ms. Wessler responded that it does exist but is not vacated.

Commissioner MacGregor moved to open the public portion of the hearing (Support: P. Hollifield) and the motion carried unanimously.

Kent Brown, 17381 N. M-52, Chelsea – applicant, stated he had no comments.

Commissioner MacGregor moved to close the public portion of the hearing (Support: C. Zuellig) and the motion carried unanimously.

Commissioner Dennis moved that the Planning Commission approve the Special Nonconforming Use permit for 1007-1009 Grant St. duplex with the following findings and conditions:

<u>Findings</u>
1. The application substantially complies with Sec 122-207.

<u>Conditions</u>
1. All exterior lighting needs to comply with Sec 122-641.
2. If the structure needs to be rebuilt, the yard setbacks cannot be more non-conforming than what currently exists.
3. A dedicated storage area for the garbage receptacles should be provided.
4. The rental Certificate of Compliance & Occupancy must be successfully renewed as prescribed by law and maintained as long as the structure is utilized as a rental/duplex.

The motion was supported by Commissioner MacGregor. A roll call vote was taken and carried unanimously – 7:0.

2. 298 Jarvis – Planned Unit Development

Ms. Wessler, City Planner, stated that this is a proposed parcel at the intersection of Jarvis and Huron River Drive to construct six townhomes and an archival storage facility for antique firefighting equipment engines, trailer, etc. It will involve the assembly of three parcels and various bits of right-of-way that has been vacated throughout the year. Planning Commission had directly indicated that townhomes on this property would be an asset aligned with the Master Plan during the previous application process for just the storage facility, this application is proceeding as a Planned Unit Development (PUD).

Ms. Wessler reviewed the various PUD requirements as listed in the staff report dated 11 October 2016. She also reviewed the building location and site arrangement as required in Sec. 122-128(3). The proposed storage building towards the north of the lot will have a glass "frontage" oriented towards the Huron River Drive frontage. This frontage relates to the railroad tracks and the mix of industrial buildings and uses across the tracks. The spandrel glass fenestrations evoke industrial roll-up doors in a decorative manner, a district advantage over having such doors facing the Huron River Dirve frontage. True site access will be from the west end of the Jarvis Street frontage. Paved areas, including parking, turnaround, and rubbish enclosure, will be to the rear of the site and not visible from Huron River Dirve. Extensive landscaping is planned around the building.

The townhomes will front on to Jarvis, facing the existing single and multifamily units there. Access will be shared with the storage building, but parking will be separate and immediately behind the homes.

Regarding site access, traffic and parking (Sec 122-128(4)), this development does not propose any new streets. The two points of development, the storage building and the townhomes, share a single access point adjacent to the former North Adams Street, vacated quite a long time ago. This access point is necessarily somewhat offset to the east from the intersection of Adams and Jarvis, as the former Adams was split equally between the two adjacent properties.

Ms. Wessler forwarded the engineer's report to the Planning Commission and there was some comments from YCUA on sanitary and water infrastructure that will need further discussion regarding fire hydrant since there aren't very many in that particular area. One thing the engineer needed to address was if this was going to be a condo development, which he felt it might be, master deed and by-laws would be required. They need to add some type of bicycle parking, clarify on all the sheets all the locations of the driveway with relationship to the vacated Adams St, provide marked raised path for pedestrians within the site, increase width of shared use path/ B2B trail, provide screening between storage and townhomes, items in engineer's letter, tell us more about how trash will be handled on the site, and lastly to split the street trees and stagger trees in the front yards to either side of the sidewalk and border-to-border trail.

She detailed exceptions which are unique in a PUD and would be similar to a waiver – it is a unique condition that is being granted since it is a Planned Unit Development.

Commissioner Dennis asked about the shared driveway wondering how it would work since fire engines are very large. Ms. Wessler responded it is her understanding that they will be moved but rarely – the applicant can respond further.

Commissioner Zuellig asked about the landscape plan which shows the driveway not being on Adams Street ROW. Ms. Wessler stated that it does not exist - it was vacated in the 1900's and she explained this further in detail for Commissioner Zuellig. The correct location is the driveway being further east. Commissioner Zuellig added that the conditions will need to include all of the correct information, to which Ms. Wessler agreed. Commissioner Zuellig also confirmed that the PUD is just for this particular parcel, which was agreed by Ms. Wessler.

Commissioner Dunwoodie moved to open the public portion of the hearing (Support: P. Hollifield) and the motion carried.

Scott Bowers, Architect for the project – agreed to all items listed in the conditions and findings. He understands that the alley has already been vacated on Adams Street. Occasionally they will have school children visit but do not plan to have heavy fire truck movement. They will have a retention area for several sites.

Commissioner Talaga – asked if they were still doing improvements to the Border-to-Border sites and Mr. Bowers responded in the affirmative.

Chairperson Jugenitz asked to confirm the number of parking units, which Mr. Bowers provided and would also be able to accommodate buses if necessary. Commissioner Dennis asked the applicant to address maintenance of the driveway, which Mr. Bowers explained in detail how they would be shared. He added there will be a maintenance agreement included in the condo documents.

Commissioner Dennis asked about green space for the six condo units and also asked the number of people they plan to have. Mr. Bowers responded that it would be three stories and could be 12 or 24. There will be space for picnic tables and barbeques.

Chairperson Jugenitz also asked about dumpster enclosure which Mr. Bowers responded they plan to have two on the property.

Bob Barnes – Managing partner of Barnes & Barnes, who noted the various properties he owns around the property in question. He supports the project and feels it would be good for the area.

Commissioner MacGregor moved to close the public portion of the hearing (Support: J. Talaga) and the motion carried unanimously.

Chairperson Jugenitz stated that it is a significant improvement from when we first saw this project and appreciate the effort. She likes the new development and density of this development is a good fit and supports it strongly. Commissioner Zuellig agreed with these comments and feels it is a big improvement from the last time. She had some comments on the landscaping requirements, adding that on screening, regardless of intensity, it is important to have some sort of space defined as residential. She agreed street trees should be in ROW functioning as a street tree, similar with Jarvis. She recommends that Bradford Pear trees not be used. Commissioner Dennis asked that a green space for a picnic area be considered a requirement for the residents.

DRAFT

Ms. Wessler stated that in order to permit the town homes, the board should use the Master Plan as their guiding criteria in that location.

Commissioner Zuellig moved that the Planning Commission recommend that City Council approve the Planned Unit Development Plan and rezoning to Planned Unit Development for the firehouse Storage and Townhouse project at 298 Jarvis, with the following findings, exceptions, waivers and conditions:

Findings:

1. The proposed development is consistent with the Planned Unit Development concept of providing zoning flexibility in return for material community benefit.
2. The public infrastructure proposed has a significant positive impact upon the area.
3. The proposed development will be consistent with all surrounding uses.
4. The proposed development will not have an adverse impact on traffic or other public services and infrastructure.
5. The proposed development meets several Master Plan goals for the City and for the area.

Exceptions:

1. Exceptions requested from Sec 122 -274(TH):
    a. To permit lot widths in excess of 35' for the eastmost and westmost townhomes.
    b. To permit lot depths in excess of 120' for each town home.
    c. To permit lot sizes in excess of 3000 s.f. for the eastmost and westmost town homes.
    d. To permit frontage build-outs of less than 90% on the eastmost and westmost town homes.
2. Exception requested from guiding regulations of Core Neighborhood District to allow for the construction of single-family attached homes in alignment with the Master Plan..

Conditions:

1. Provide marked or raised path for pedestrians to/from parking areas.
2. Provide additional detail on lighting levels and fixtures for front of town homes in accordance with Sec 122-641.
3. Screen the parking north of the townhomes from the Huron River Drive frontage in accordance with Sec 122-835(11)(c).
4. Provide at least three bicycle parking spaces for the site.
5. Increase width of shared-use path on Huron River Drive Frontage to 10'.
6. Address items on the Engineer's letter as submitted:

    a. The plans shall accurately show the property boundary in the area of the vacated Adams Street. It appears the proposed drive will be in conflict with the existing drive and access for the property to the west. The development shall either accommodate neighboring use via a shared access agreement, or relocate the proposed access drive east.
    b. YCUA has provided the applicant with comments related to the water and sewer configurations. The utility configurations need to be reviewed by all affected agencies, including City of Ypsilanti DPS, City of Ypsilanti Fire Department, and YCUA to ensure requirements are met.

c. A master deed and bylaws for the proposed Planned Unit Development are required and shall be submitted for review.
d. The plans indicate storm water management will be accomplished with a mechanical pre-treatment structure and open detention pond. The facilities appear appropriately sized for the development. A detailed review of the storm calculations will be performed during engineering review.
e. A proposed cross section for the asphalt path is required.
f. The ADA ramp at Jarvis Street and Huron River Drive shall be removed and replaced. The ramp and level landing shall be constructed of concrete prior to transitioning to asphalt path.

7. Work with YCUA to ensure adequate sewer and water infrastructure.
8. Clarify anticipated usage of the masonry rubbish enclosure.
9. Screened rubbish enclosed for residential property.
10. No city trees have been provided in the right-of-way. Place trees in the front yard or move trees shown in the front yard to either side of the sidewalk and B2B trail and within the public right-of-way.
11. Note watering or maintenance plan for landscaping on the landscaping plan.
12. Section 122-703 between residential and commercial
13. Provide residential recreation accessory area to residential units.
14. Correct the driveway location on all of the submitted site plan documents.

The motion was supported by Commissioner Dennis. A roll call vote was taken and carried unanimously – 7:0.

VI. NEW BUSINESS

None

VII. OLD BUSINESS

1. 211 Woodward – Alley Vacation

   Commissioner Dennis moved to table this item (Support: L. MacGregor) and the motion carried unanimously.

2. Commissioner Dennis moved to appoint Commissioner Bedogne as the representative on the Capital Improvement Plan Team (Support: L. MacGregor) and the motion carried unanimously.

VIII. FUTURE BUSINESS DISCUSSION/UPDATES

1. Commissioner Zuellig stated that she would like to recommend that if the train station does not come to fruition, she would like to revisit the closures on Park and Grove.

IX. COMMITTEE REPORTS

The October Non-Motorized Committee report was just received and will be included in the November meeting packet.

DRAFT

X. ADJOURNMENT

Since there was no further business, Commissioner Dunwoodie moved to adjourn the meeting (Support: T. Dennis) and the motion carried unanimously. The meeting adjourned at 8:15pm.

DRAFT

City of Ypsilanti

Community & Economic Development Department

November 2, 2016

Staff Review of Special Nonconforming Use Application
304 Elm St. Duplex-Nonconforming A
304 Elm St.

GENERAL INFORMATION

Applicant:	Geoffrey Keeney 6426 Sundance Trail Brighton, MI 48116
Project:	304 Elm St. Duplex-Nonconforming A
Application Date:	September 30, 2016
Location:	East side of Elm St between Sheridan St. and Sherman St.
Zoning:	R-1, Single-Family Residential
Action Requested:	Approval of Special Nonconforming Status
Staff Recommendation:	Approval

PROJECT AND SITE DESCRIPTION

Parcel 11-11-40-138-011 is 0.15 acres on Elm St between Sheridan and Sherman Streets in the Normal Park area of the city. The structure has frontage on the east side of Elm St. The structure is two units in 2,132 square feet with a porch running the length of the house and a small upper deck on the west end of the structure. There is a deck and stoop on the east side/rear of the structure and a 400 square foot garage at the northeast corner of the parcel.

Currently zoned R-1, Single-Family Residential, the two units are nonconforming under the current zoning ordinance. The house was built as a duplex around 1930, at that time the property was Class "B" zoning which allowed for dwellings for one or more families. After 1975 the zoning for the property changed to R-1, single family residential. No special use permits or variances have previously been approved for this property. The property has a Certificate of Compliance & Occupancy from the building department that is valid through August 1, 2017.

There are no proposed changes to the site, the applicant is only pursuing the special nonconforming status in order to rebuild as a duplex in the event of a casualty.

Figure 1: Subject Site Location

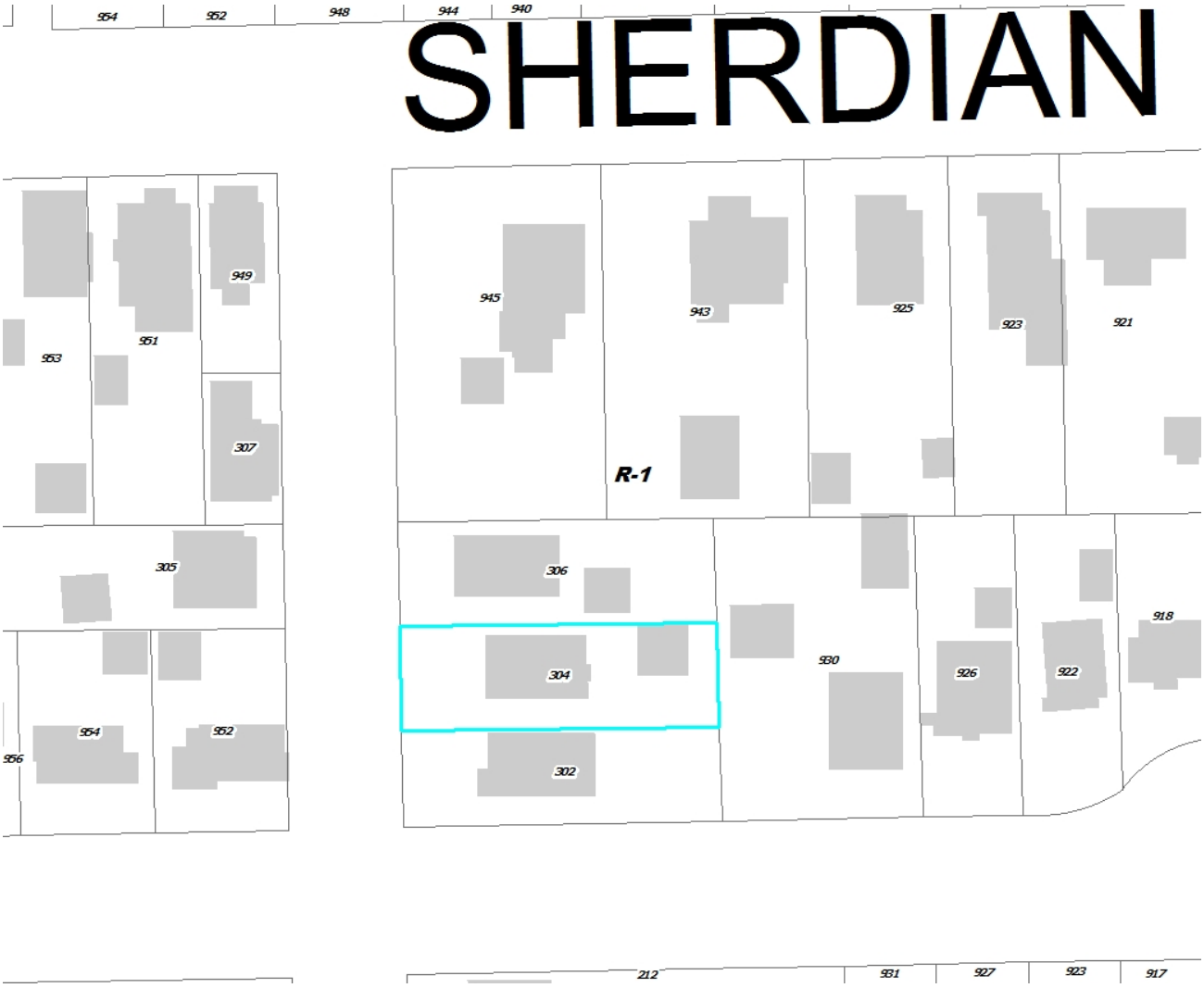
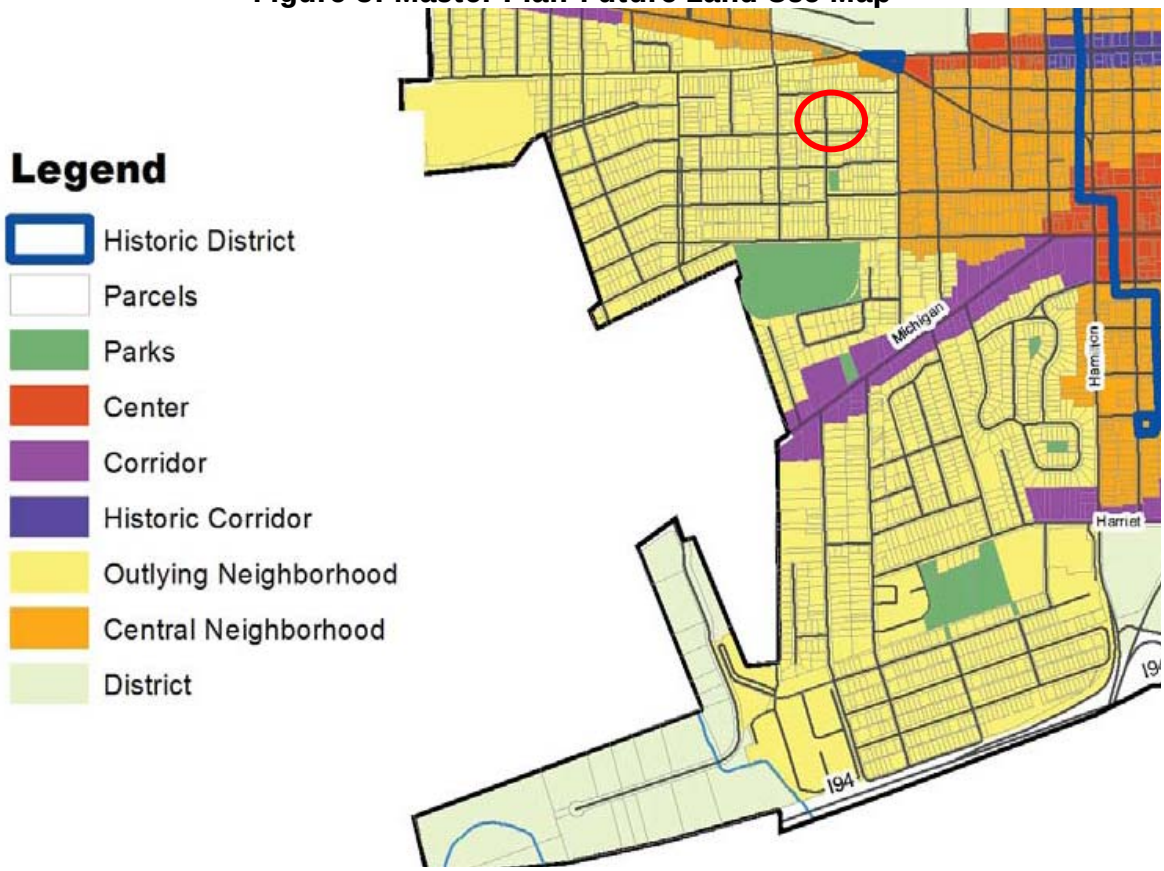


Figure 2: Site Aerial (2015)

Figure 3: Master Plan-Future Land Use Map



The master plan calls for the following goal:

> ***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.*

This property is in Outlying Neighborhood and as such the master plan calls for the following:

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

Figure 4: photograph of front / west side

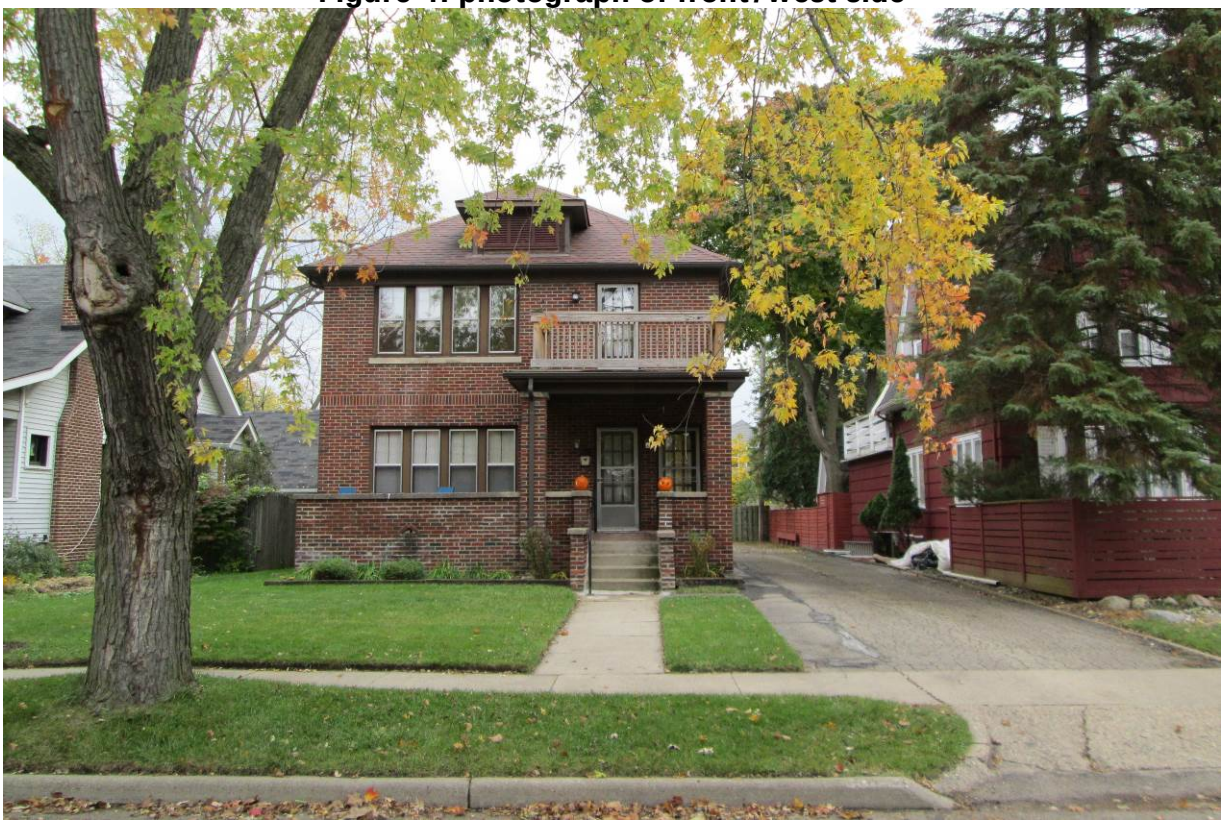


Figure 5: photograph of north side

Figure 6: photograph of south side

Figure 7: photograph of rear/east side of the site

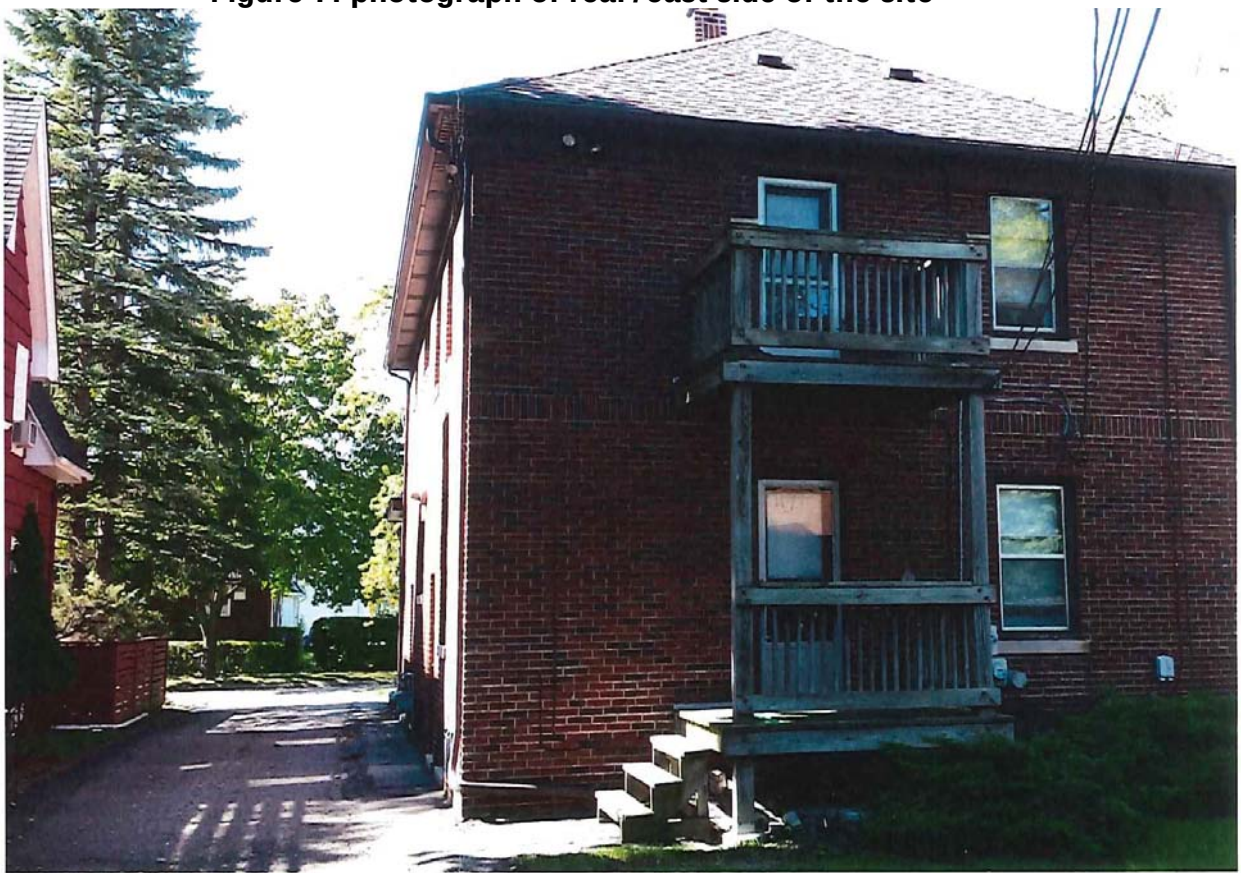


Figure 7: Land Use and Zoning of Surrounding Area

	LAND USE	ZONING
NORTH	Single-family & multi-family homes	R-1, Single-Family Residential
EAST	Single-family homes	R-1, Single-Family Residential
SOUTH	Single-family homes	R-1, Single-Family Residential
WEST	Single-family homes	R-1, Single-Family Residential

CRITERIA AND REVIEW APPLYING TO CLASS A NONCONFORMING USES §122-206

"Nonconforming uses of buildings shall be designated class A provided that the Planning Commission finds all of the following exists with respect to the use or structure:

(1) The use of structure was lawful at its inception.

COMMENTS: This structure was originally built as a duplex around 1930; the property was zoned to allow for dwellings for one or more families, thus it was lawful at its inception.

(2) The decision to continue the nonconforming use, if granted, will not alter the essential character of the area or neighborhood.

COMMENTS: There are several other multi-family uses within blocks of the property, including a 4 unit to the north on Sheridan. This structure has been utilized as a duplex since it was built. The houses surrounding this property were mostly built in and around the same time thus the character of the area has been essentially the same since it was built.

(3) Continuance of the use or structure would not be contrary to the public health, safety, or welfare or the spirit of the chapter.

COMMENTS: The rental Certificate of Compliance & Occupancy for this property is valid until August 1, 2017. The rental Certificate of Compliance & Occupancy verifies that the units comply with the International Property Maintenance Code (IPMC). The IPMC is a maintenance document intended to establish minimum maintenance standards for basic equipment, light, ventilation, heating, sanitation and fire safety. As long as the property gets re-certified for rental it is expected that there will not be any affect to public health, safety or welfare.

(4) No useful purpose would be served by strict application of the provisions of this chapter with which the use or structure does not conform.

COMMENTS: Strict application of this provision may result in underutilization of a structure this size. There are no enforcement issues on record in recent history for the property, thus the records do not indicate any essential defects that would be remedied by reducing occupancy to single-family residential. Conversion of the current structure to a single-family home will pose some issues as it was originally built as a duplex.

CONDITIONS OF APPROVAL §122-207(2)

The Planning Commission may condition its approval on the following:

(a) Screening and landscaping in keeping with community standards to ensure compatibility with adjacent uses.

COMMENTS: There is existing vegetation on site including a street tree. All of the site landscaping appears to be well-maintained and compatible with the adjacent uses.

(b) Restrictions on lighting, noise, odor, or visual impact.

COMMENTS: There is existing exterior lighting on the front, back and driveway/south side of the house. It appears that most, if not all, of the lighting is under the eaves and porch roofs on the property.

(c) Signage must comply with current zoning district requirements. Existing nonconforming signs may be required to be eliminated or reduced in size and number.

COMMENTS: No signage exists on site.

(d) Replacement of a building must not create a more nonconforming yard setback condition which would impact on conforming properties in the immediate vicinity.

COMMENTS: In the event of casualty, the structure needs to be rebuilt so that the yard setbacks are not anymore non-conforming than they are presently.

(e) Other reasonable safeguards and improvements may be imposed by the Planning Commission to protect conforming uses in the surrounding area.

COMMENTS: Photos submitted by the applicant indicate that the property appears to be in good repair. The applicant has verbally indicated that the garbage is stored in the garage on site. The rental Certificate of Compliance & Occupancy must be successfully renewed as prescribed by law and maintained as long as the structure is utilized as a rental/duplex.

Items to be addressed:

1. If the structure needs to be rebuilt, it cannot be more non-conforming in regards to the yard setbacks.
2. The rental Certificate of Compliance & Occupancy must be successfully renewed as prescribed by law and maintained as long as the structure is utilized as a rental/duplex.

STAFF RECOMMENDATION

Staff recommends the Planning Commission ***approve*** the Special Nonconforming Use permit for the duplex at 304 Elm St. with the following finding and conditions:

Finding

1. The application substantially complies with §122-206.

Conditions

1. If the structure needs to be rebuilt, the yard setbacks cannot be more non-conforming than what currently exist on site.
2. The rental Certificate of Compliance & Occupancy must be successfully renewed as prescribed by law and maintained as long as the structure is utilized as a rental/duplex.

Cynthia Kochanek
Associate Planner, Community & Economic Development Division

CC File
Applicant

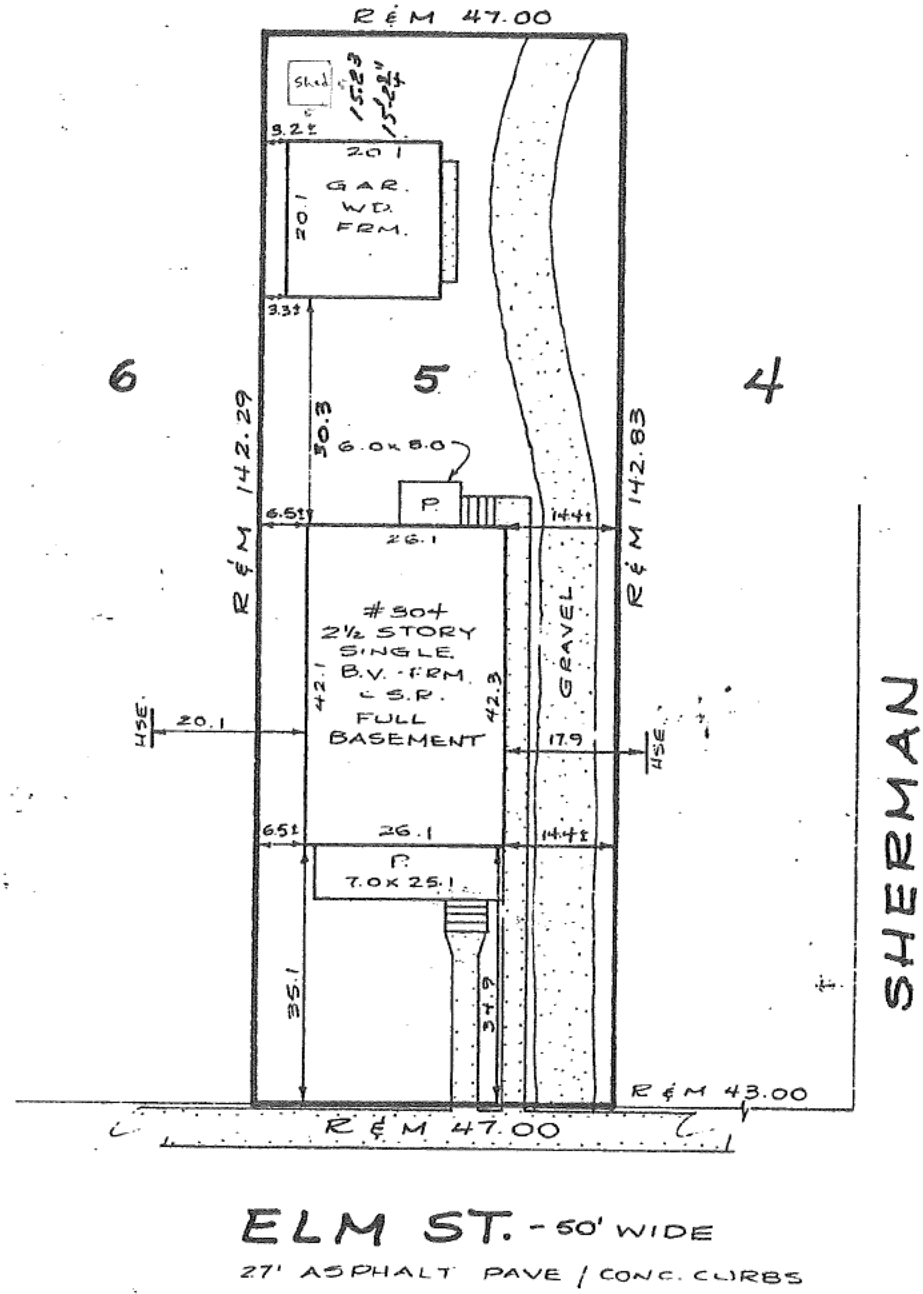
SY DRAFT

REGISTERED LAND SURVEYORS

Plymouth, Mich. 48170 455-8000

MORTGAGE SURVEY OF LOT 5 of ELM GARDENS A Subdivision of part of French Claim 691 City of Ypsilanti, Washtenaw County, Mich. Liber 5, Page 7. Subject to easements and restrictions of record.

YPSILANTI
304 ELM
11-40-138-011



Made October 12, 1976
Roskelly, Jekabson & Assoc.

by [redacted]
Registered Land Surveyor

Certify to:
Burton Abstract & Title Co.
Lawyers Title Insurance Corp.
American Title Co.
Chicago Title Insurance Co.

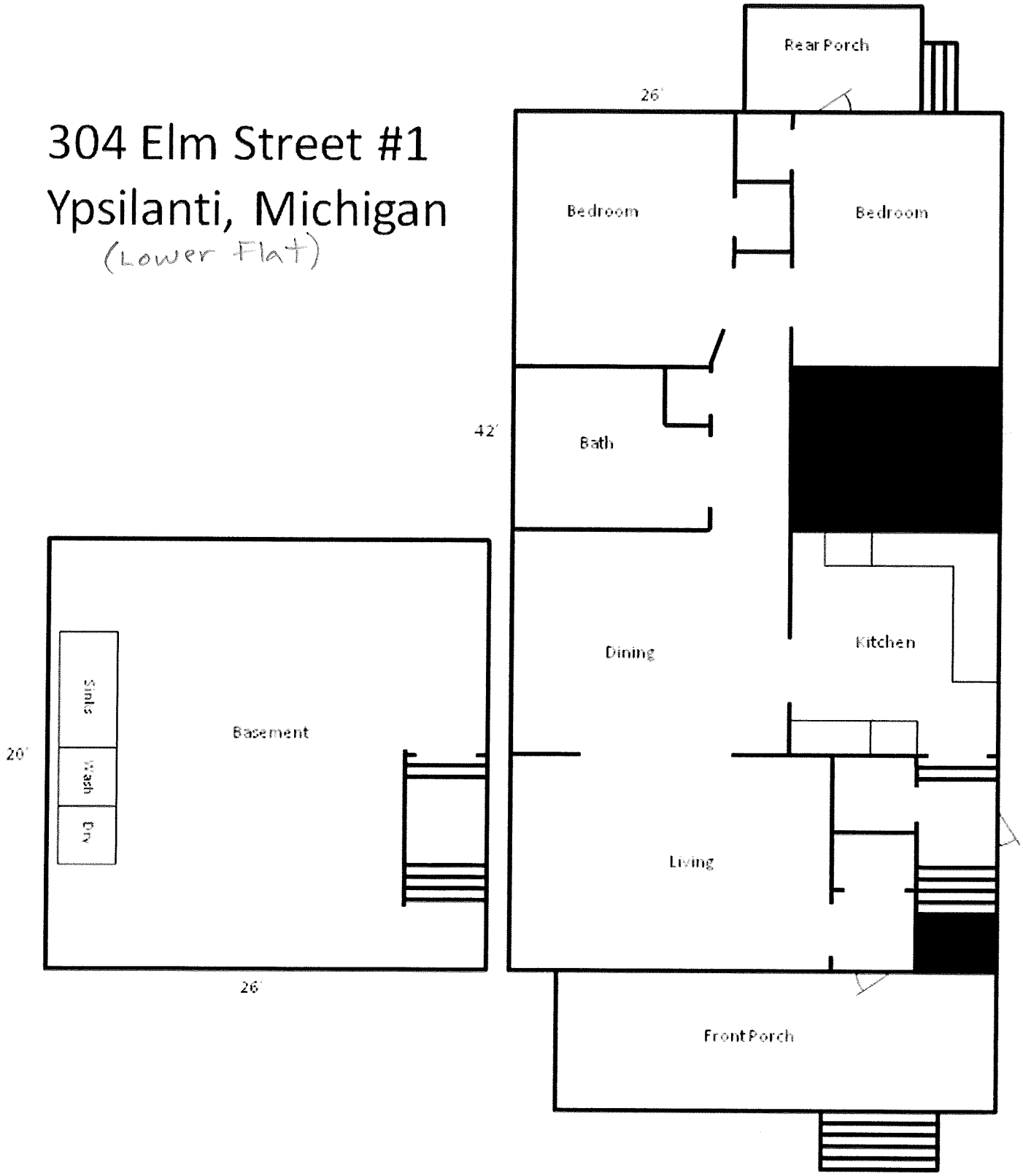
We hereby certify that the building or buildings shown are located entirely on said described property and do not encroach on adjoining lands or do adjacent buildings encroach on said described property except as shown. This survey is for mortgage purposes only and no property corners have been set by us. Distances shown are not to be used for building of structures or fences.

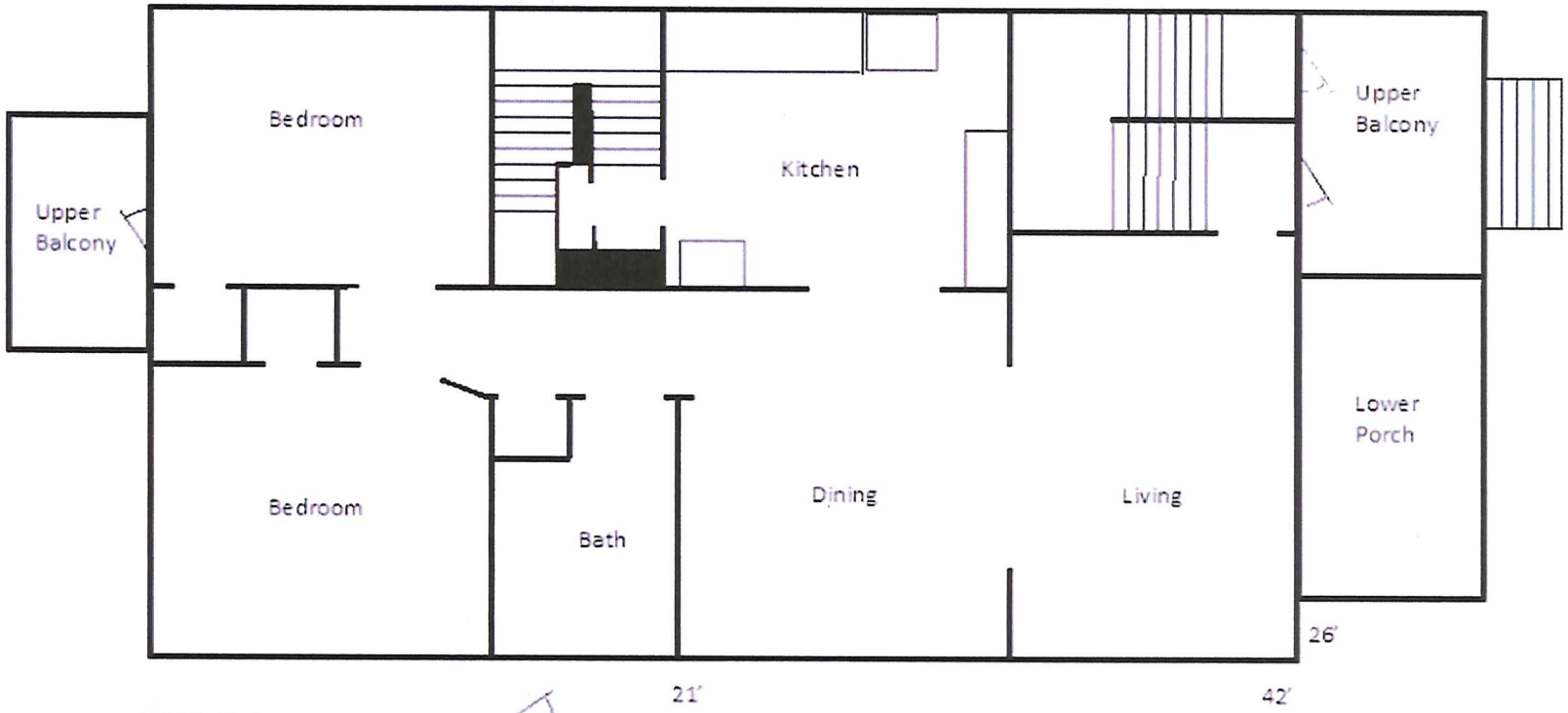
OUR NO. 76-10-106 CUSTOMER'S NO. NAME Standard Federal Savings & Loan Assoc.

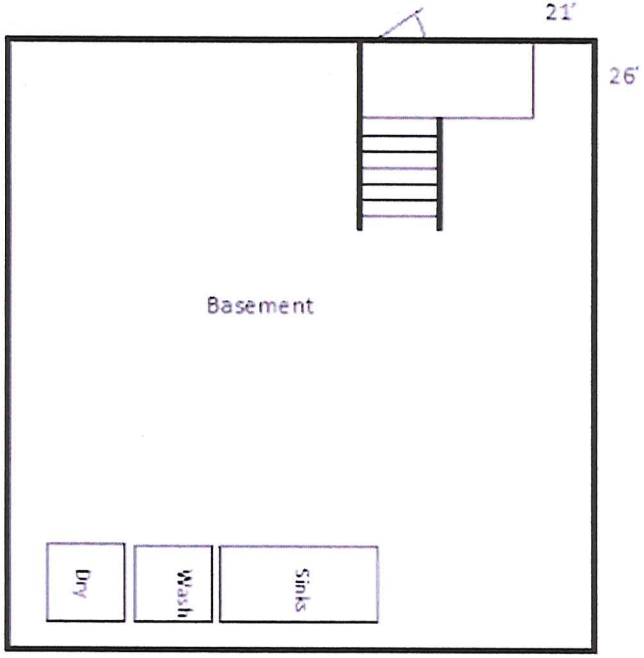
C.M. Concrete Monument
Enc. Encroachment
Encl. Enclosed
I.P. Iron Pipe
L. L. Lot Line
M. Measured
P. Porch
P. B. Planting Box
P. C. Point of Curve
P. L. Property Line
R. Recorded
S. B. Steel Bar
T. Terrace
W. S. Wood Stake
± More or Less

DRAWN
SCALE 1"=20' CHK'D

304 Elm Street #1
Ypsilanti, Michigan
(Lower Flat)







304 Elm Street #2
Ypsilanti, Michigan

(Upper Flat)

City of Ypsilanti

Building Department

One South Huron St.
Ypsilanti, MI 48197
Ph: (734) 482-1025 Fax: (734) 483-7444

Certificate of Compliance & Occupancy

Property Address

304 ELM

Owner	Agent
KEENEY GEOFFREY & BARBARA	KEENEY GEOFFREY & BARBARA
6426 SUNDANCE TRAIL	6426 SUNDANCE TRAIL
BRIGHTON MI 48116-7718	BRIGHTON MI 48116-7718

The above listed structure substantially complies with the minimum requirements of the City of Ypsilanti Existing Structures Code and may be used for the number of apartments and rooms as indicated.

This certificate only applies to the structure's use under the Building Codes and in no way does it approve the use under the city's Zoning Ordinance. Zoning approval can only be issued by the City Planner. All zoning questions should be referred to the Planning & Development Department at (734) 483-9646.

Reminder: All battery powered smoke detectors shall be equipped with a minimum 5 year battery

Certificate #: C862-15-0056 **Apartments/Rooms:** 2

Issued: 09/11/15 **Certification Period** 08/01/15 - 08/01/17

Certificate expires at the end of certification period.

9/11/15 - Received copy of 9/11/15 approved furnace service check performed by Prime Time Heating & Cooling per PM-603.7 HVAC Certification Requirement - which certification of inspection shall be provided minimally every 4 years.

Unit #1
Make: Lennox Model: G12Q3E-82-8 Ser. #5886H21866
Unit #2
Make: Dowagiac Model: GLB110 Ser. #DG15715
Mechanical Lic. #7116142 Lic. Expiration: 8/31/16

Next HVAC service check required: September 2019

This Certificate Does Not Represent Compliance With The Americans With Disabilities Act Of 1991

[redacted]

Frank Daniels
Building Department Manager

Ypsilanti Non-Motorized Advisory Committee Meeting Minutes
Monday, October 10, 2016

1. Call to order – The meeting was brought to order at 7:06pm, October 10, 2016 at the Ypsilanti District Library, 229 West Michigan Avenue. Committee members attending were Tony Bedogne, Martha Cleary, Cathie Kinzel, Bob Krzewinski, and Sarah Walsh. Also attending was City Council member Pete Murdock.
2. Introductions
    a. Audience participation/public input – None.
3. General business
    a. Agenda approval – A motion was made by Sarah, seconded by Martha, to accept the agenda, passing unanimously.
    b. Approval of September meeting minutes – A motion was made by Sarah, seconded by Tony, to approve the September minutes, passing unanimously.
    c. Officer reports – Bob reported on his attendance at City Council meetings to support non-motorized issues such as truck routes (9/6) and road diet reaffirmation (9/20). Bob will also attend the 10/11 Council meeting where City roads will be reviewed.
    d. Committee members/By-laws review - It was noted that Sarah's, Bob's and Cheryl Weber's term expires on 1/31/17. Also in January 2017 the Planning Commission must appoint a Committee Chair for a two-year term with the Committee giving its recommendation (December meeting action).
4. Old business
    a. 2016 Committee priorities
        - Sidewalks – MDOT letter follow-up on Ferris/Hamilton improvements – Instead of a letter, Bob will contact MDOT for an update on curb cuts and markings in the Ferris/Hamilton area.
        - Bike lane additions – Forest Avenue bike lane – Pete Murdock indicated work on the bike lane might not take place until the spring of 2017.
        - Border To Border Trail completion progress – Water Street Michigan Avenue HAWK, Frog Island, Park Street route, Grove Road, Master Plan – Pete Murdock informed the Committee that the HAWK light project is going through a redesign due to construction problems. The Park Street re-route is signed and complete. Bob will contact Washtenaw County Parks about an Ypsilanti B2B Trail completion study.
        - Walk Friendly & Bike Friendly Community applications – Deadlines: Walk Friendly 12/15/2016 – Bike Friendly 2/9/2017
        - Pedestrian safety signage – MDOT letter follow-up - Instead of a letter, Bob will contact MDOT about signage issues.
        - Committee event participation & education – Halloween Festival (10/27 – 5pm to 6:30pm) – Bob confirmed a wrist light donation from the AAATA and will have these at the Committee table.
        - Bike Friendly Business program – No new update.
        - Traffic calming – Depot Town, Congress Street – Pete Murdock will look into having the give-way-to-pedestrians signs back up at Congress and Elm until snow starts falling.
    b. I-94/Huron – Huron/Hamilton non-motorized improvements – Some design work being done by MDOT but work might not take place until 2022.

c. Non-motorized plan – No new news.
d. Capitol Improvements Plan (CIP) inclusion of non-motorized projects – Tony will provide the Committee with a current CIP plan and timeline for CIP additions.
e. 2017 City budget non-motorized project recommendations – Discussed in agenda item 5.c.
f. MDOT Meeting & ADA curb cut priorities documents/maps – Discussed.

5. New Business
   a. Planning Department update – Bob talked with City Planner Bonnie Wessler and comments included in the agenda items. Bonnie also had great suggestions for the 2017 Committee priority process.
   b. Bike repair stations – Bob will set up a separate meeting for individuals who have shown great interest in repair stations at the downtown library and Parkridge Community Center.
   c. 2017 Committee priorities – Discussion was held on next year's priorities with completion of a list by the November meeting. Items chosen (but not in the order of ranking yet) at the October meeting were…
      - Border To Border Trail completion progress
      - Forest Avenue bike lane completion
      - Sidewalks - Washtenaw Avenue – North side of road - Eastern Michigan University to Hewitt
      - Accessibility in City parks
      - Border To Border Trail - Route the B2B from its present Rice Street route though Depot Town to take users into Riverside Park and access the newly constructed B2B segment
   d. Other – Tony requested that the November and December meetings start at 7:30pm to help resolved a work conflict.
6. Other Items – Announcements – While the City has not endorsed the November County road millage issue, information about the proposal, including how 20% of funds raised going to non-motorized issues, is available at www.justfixtheroads.org.
7. Adjournment - A motion was made by Martha, seconded by Sarah, to adjourn the meeting, passing unanimously. The meeting was adjourned at 8:33pm with the next meeting being held Thursday, Monday, November 3, 7:30pm at the downtown Library main floor meeting room.

Ypsilanti Non-Motorized Advisory Committee Meeting Minutes
Thursday, November 3rd, 2016

1. Call to order - The meeting was brought to order at 7:37pm, November 3, 2016 at the Ypsilanti District Library, 229 West Michigan Avenue. Committee members attending were Tony Bedogne, Martha Cleary, Cathie Kinzel, and Bob Krzewinski. Also attending was City Council member Pete Murdock.
2. Introductions
    a. Audience participation/public input – Students from Eastern Michigan University (EMU) assisted Tony with a City curb cut mapping project update.
3. General business
    a. Agenda approval - A motion was made by Martha, seconded by Bob, to accept the agenda, passing unanimously.
    b. Approval of October meeting minutes - A motion was made by Martha, seconded by Cathie, to approve the October minutes, passing unanimously.
    c. Officer reports - Bob gave an update on the Committee table at the Downtown Ypsilanti Halloween Festival, the City of Saline being interested in setting up a non-motorized committee and looking to our Committee for advice, the Chair of the Planning Commission attending a Committee meeting (probably the December meeting) and a SEMCOG non-motorized webinar on November 10th.
    d. Committee members/By-laws review - Sarah and Bob's terms expire on 1/31/2017 and both are willing to serve again. Also in January the Planning Commission needs to appoint a Committee Chair (using a recommendation of the Committee) with Bob willing to serve again.
4. Old business
    a. 2016 Committee priorities
        - Sidewalks – Michigan Department of Transportation (MDOT) letter follow-up on Ferris/Hamilton improvements, - Bob will gather information from the Washtenaw Area Traffic Study (WATS) and the Washtenaw County Road Commission (WCRC) before contacting MDOT.
        - Bike lane additions – Forest Avenue bike lane – The new segment from Prospect to River Street should be painted in the spring as if painted now would deteriorate over the winter due to plowing.
        - Border To Border Trail completion progress – Water Street Michigan Avenue HAWK, Frog Island/Grove Road Master Plan – HAWK work is proceeding and is planned to be completed by mid-December. There are reports that some users of the EMU HAWK are confused of its usage with Bob researching signage at the EMU crossing compared to what Ann Arbor HAWK crossings have. Bob will plan to meet with Washtenaw County Parks & Recreation Commission staff to discuss an Ypsilanti Border To Border Trail completion master plan.
        - Walk Friendly & Bike Friendly Community applications – Deadlines: Walk Friendly 12/15/2016 – Bike Friendly 2/9/2017 – Sarah and Martha actively working on the Walk Friendly application. Bob will work with Tony on the Bike Friendly application.
        - Pedestrian safety signage – MDOT letter follow-up – Bob will contact MDOT.

- Committee event participation & education – Bob will plan to give a cold weather cycling talk in early December sponsored by the Committee. Also once the Water Street B2B trail reopens, and the Michigan Avenue HAWK light is complete, a low-key walk by the Committee may take place with a formal grand opening expected in the spring by the City.
- Bike Friendly Business program – No new news.
- Traffic calming – Depot Town, Congress Street – No new news.

b. I-94/Huron – Huron/Hamilton non-motorized improvements – WATS assisting the City with this project.

c. Non-motorized plan – No new news.

d. Capitol Improvements Plan (CIP) inclusion of non-motorized projects – Tony will send the current list to Committee members.

e. 2017 Committee priorities & City budget non-motorized project recommendations – Items chosen for 2017 Committee priorities were (in no order of priority)…

- Accessibility in City parks
- Border To Border Trail – Trail re-route through Riverside Park & Water Street
- Walk Friendly & Bike Friendly Community applications submitted
- Pedestrian safety signage
- Border To Border Trail completion master plan
- Sidewalks - Washtenaw Avenue – North side of road from Eastern Michigan University to Hewitt Road
- Bike lanes – Complete bike lane on Forest

Further discussion, and steps to accomplish these goals, will take place at the December meeting.

f. MDOT Meeting & ADA curb cut priorities documents/maps

g. Bike repair stations – Bob is setting up a meeting with Library staff and other interested individuals for November 21 or 22 with the thought to have repair stations at the downtown Library and Parkridge Community Center.

5. New Business

a. Planning Department update - Bob talked with City Planner Bonnie Wessler and comments included in the agenda items

b. AAATA Transit Center bike racks – Bob received word from the AAATA that it is their opinion that Transit Center bike racks are the responsibility of the City and DDA. Bob has asked for input on this subject from the DDA.

c. Other – Pete discussed the City Road Committee (of which a member of the Non-Motorized Advisory Committee is a sitting member) and how it would be beneficial for a definite multi-year plan non-motorized construction plan containing amounts of funds available and how those would be spent. Tony, with the assistance of EMU students, gave an update (including maps) of the mapping of crosswalk curb cuts in the City.

6. Other Items – Announcements – None,

7. Adjournment - A motion was made by Tony, seconded by Martha, to adjourn the meeting, passing unanimously. The meeting was adjourned at 8:50pm with the next meeting being held Thursday, Monday, December 1, 7:30pm at the downtown Library main floor meeting room.