

**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:

Findings

1. The application substantially complies with Sec 122-207.

Conditions

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 Drive 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 Drive. 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.

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.

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.