

ACTION MINUTES
Planning Commission
Wednesday, 21 August 2019 – 7:00 P.M.
City Hall – Council Chambers, 1 S Huron St
Ypsilanti, MI 48197

I. Call to Order

II. Roll Call

Matt Dunwoodie, Chair	P
Jared Talaga, Vice-Chair	P
Jessica Donnelly	P
Phil Hollifield	P
Heidi Jugenitz	A
Jelani McGadney	A
Michael Simmons	A

III. Approval of Minutes

· July 17, 2019

Offered By: Commissioner Hollifield; Seconded By: Commissioner Talaga
Approved: Yes – 4; No – 0; Absent – 3 (Jugenitz, McGadney, Simmons)

IV. Audience Participation

Motion to open the public comment:

Offered By: Commissioner Hollifield; Seconded By: Commissioner Donnelly
Approved: Yes – 4; No – 0; Absent – 3 (Jugenitz, McGadney, Simmons)

Motion to close the public comment:

Offered By: Commissioner Hollifield; Seconded By: Commissioner Talaga
Approved: Yes – 4; No – 0; Absent – 3 (Jugenitz, McGadney, Simmons)

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

V. Presentations and Public Hearing Items

· 422 N Hamilton

Special Use/Site Plan

Motion that the Planning Commission approve the Special Use Permit for 422 N Hamilton Renovation with the following findings and conditions:

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

Conditions: Special use approval shall be subject to approval of site plan. Applicant shall remove all but 2-5 off-street parking spaces and replace with landscaped area and at least 6 covered bike parking spaces.

Offered By: Commissioner Talaga; Seconded By: Commissioner Hollifield
Approved: Yes – 4; No – 0; Absent – 3 (Jugenitz, McGadney, Simmons)

Motion that the Planning Commission approve the Site Plan for 422 N Hamilton Renovation with the following findings, waivers, and conditions:

Findings: The application substantially complies with §122-310.

Conditions:

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

**Offered By: Commissioner Hollifield; Seconded By: Commissioner Talaga
Approved: Yes – 4; No – 0; Absent – 3 (Jugenitz, McGadney, Simmons)**

· 315 Washtenaw

Special Use/Site Plan

Motion to open the public hearing:

**Offered By: Commissioner Hollifield; Seconded By: Commissioner Donnelly
Approved: Yes – 4; No – 0; Absent – 3 (Jugenitz, McGadney, Simmons)**

Motion to close the public hearing:

**Offered By: Commissioner Hollifield; Seconded By: Commissioner Donnelly
Approved: Yes – 4; No – 0; Absent – 3 (Jugenitz, McGadney, Simmons)**

Motion that the Planning Commission approve the Special Use Permit for 315 Washtenaw Renovation with the following findings and conditions:

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

Conditions: Special use approval shall be subject to approval of site plan. Applicant shall remove proposed off-street parking and replace with landscaped area and at least 6 covered bike parking spaces with the exception of 0-1 parking spaces .

**Offered By: Commissioner Hollifield; Seconded By: Commissioner Talaga
Approved: Yes – 4; No – 0; Absent – 3 (Jugenitz, McGadney, Simmons)**

Motion that the Planning Commission approve the Site Plan for 315 Washtenaw Renovation with the following findings, waivers, and conditions:

Findings: The application substantially complies with §122-310.

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

Conditions:

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

**Offered By: Commissioner Donnelly; Seconded By: Commissioner Hollifield
Approved: Yes – 4; No – 0; Absent – 3 (Jugenitz, McGadney, Simmons)**

VI. Old Business

VII. New Business

· 307 N River / Cultivate *Site Plan Review*

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

Findings

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

Waivers

1. Waiver requested per 122-608(a) to allow placement of dumpster in street side yard, due to maneuverability challenges.

2. On the N River frontage, 3 trees are required. One tree present, with extensive canopy. Waiver of one tree requested; applicant to plant one additional tree, with a finding that the planting bed area is limited.

3. On the Photo frontage, 9-10 trees are required: Three street trees proposed. Waiver of six trees requested, with a finding that the planting bed area is limited.

4. A waiver for fee-in-lieu of sidewalk construction on Photo from Ninde westward, with a finding that there is little connectivity to be gained.

Conditions

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

1. Submit details on height and profile of “low iron fence” for administrative review.

Fencing must be explicitly permitted per planning commission §122-447 (b).

2. If pedestrian entrance is to be gated, gate to be shown.

3. Pedestrian access to the dumpster enclosure shall be provided so that workers are not required to walk in Photo Street or cut through the landscaped area.

4. Indicate accessibility of primary building’s primary entrance.

5. A second barrier-free space shall be added.

6. All barrier-free spaces must meet State barrier-free code.

7. Provide a lighting plan and photometric for administrative review.

8. Curb parking lot islands or to incorporate them in stormwater control.

9. Relocate at least half of the proposed bike racks to elsewhere on-site to minimize interference with the River St fire hydrant & existing tree roots.

10. Provide surfacing for beer garden in accordance with both Michigan Barrier-Free Code/State Building Code and the Washtenaw County Water Resources Commissioner’s Standards.

11. Note on plan that the hedge shall be maintained per §122-675.

12. Screening trees along the west property boundary should be staggered to maximize opacity.

13. Work with Fire Department & City Engineers to ensure hydrants are adequately

protected and clearance maintained.

14. Applicant to address all comments contained in the Engineer's review letter.

**Offered By: Commissioner Talaga; Seconded By: Commissioner Hollifield
Approved: Yes – 4; No – 0; Absent – 3 (Jugenitz, McGadney, Simmons)**

- Master Plan/Sustainability Plan update

VIII. Future Business Discussion / Updates

IX. Committee Reports

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

X. Adjournment

**Offered By: Commissioner Talaga; Seconded By: Commissioner Donnelly
Approved: Yes – 4; No – 0; Absent – 3 (Jugenitz, McGadney, Simmons)**