

ACTION MINUTES
Planning Commission - Virtual Meeting
Wednesday, September 16, 2020 – 7:00 P.M.

Please be advised that due to COVID-19, City Hall will not be open to the public. This meeting will be held electronically on a video conferencing application in accordance with Governor Whitmer's Executive Order. The access code is posted in the Public Notice on www.cityofypsilanti.com and attached in the packet. The public may choose to participate during Audience Participation or the Public Hearing through the video conferencing application, or may submit e-mailed comments to aaamodt@cityofypsilanti.com by 4 pm, September 16.

I. Call to Order

II. Roll Call

Matt Dunwoodie, Chair	P
Jared Talaga, Vice-Chair	P
Eric Bettis	P
Mike Davis Jr.	P
Jessica Donnelly	P
Phil Hollifield	P
Heidi Jugenitz	P
Michael Simmons	A

III. Approval of Minutes

- August 19, 2020 Meeting

Motion to approve

Offered By: Commissioner Hollifield; Seconded By: Commissioner Jugenitz
Approved: Yes – 7; No – 0; Absent – 1 (Simmons)

IV. Audience Participation

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

Motion to open audience participation.

Offered By: Commissioner Hollifield; Seconded By: Commissioner Jugenitz
Approved: Yes – 7; No – 0; Absent – 1 (Simmons)

Motion to close audience participation.

Offered By: Commissioner Jugenitz; Seconded By: Commissioner Hollifield
Approved: Yes – 7; No – 0; Absent – 1 (Simmons)

V. Presentations and Public Hearing Items

- Special Use Permit & Limited Site Plan Review: Automobile Sales at 505 Tyler Rd.
 - Public Hearing

Motion to open the public hearing

Offered By: Commissioner Davis Jr.; Seconded By: Commissioner Hollifield
Approved: Yes – 7; No – 0; Absent – 1 (Simmons)

Motion to close the public hearing.

Offered By: Commissioner Hollifield; Seconded By: Commissioner Jugenitz

Approved: Yes – 7; No – 0; Absent – 1 (Simmons)

*Motion that the Planning Commission **approve** the Special Use Permit for automobile sales use at 505 Tyler Rd. 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.

Offered By: Commissioner Davis Jr.; Seconded By: Commissioner Hollifield

Approved: Yes – 7; No – 0; Absent – 1 (Simmons)

*Motion that the Planning Commission **approve** the Limited Site Plan for 505 Tyler Rd. with the following findings and conditions:*

Findings:

- *The application substantially complies with §122-311.*

- *The existing building and site design are legal nonconforming under §122-352*

Conditions:

- *Wheel stops must be placed in a manner so that no vehicle may park on or hang over any part of the sidewalk.*

- *Signage to be applied for separately.*

- *Parking spaces shall be striped in accordance with the zoning ordinance §122-685.*

- *At least one barrier free parking space shall be provided.*

- *Applicant shall confirm number of employees on maximum shift.*

- *Applicant shall provide 3 bicycle parking loops.*

- *Trash storage area must be on a paved surface, and screened with an enclosure conforming with §122-608f.*

- *Hours of operation shall be 10am-6pm or sunset, whichever may occur later, unless a lighting plan conforming with the provisions of §122-609 is submitted and approved.*

Friendly amendment offered by Commissioner Hollifield: *Hours of operation beginning at 8am.*

Friendly amendment accepted by commissioner Davis Jr.

Offered By: Commissioner Davis Jr.; Seconded By: Commissioner Talaga

Approved: Yes – 7; No – 0; Absent – 1 (Simmons)

- Special Use Permit & Limited Site Plan Review: Recreational Marihuana Microbusiness at 815 Huron River Drive.

- Public Hearing

Motion to open the public hearing.

Offered By: Commissioner Donnelly; Seconded By: Commissioner Davis Jr.

Approved: Yes – 7; No – 0; Absent – 1 (Simmons)

Motion to close the public hearing.

Offered By: Commissioner Hollifield; Seconded By: Commissioner Donnelly

Approved: Yes – 7; No – 0; Absent – 1 (Simmons)

*Motion that the Planning Commission **approve** the Special Use Permit for recreational marihuana microbusiness use at 815 Huron River Drive 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.

Offered By: Commissioner Jugenitz; Seconded By: Commissioner Hollifield

Approved: Yes – 7; No – 0; Absent – 1 (Simmons)

*Motion that the Planning Commission **approve** the Limited Site Plan for 815 Huron River Drive with the following findings and conditions:*

Findings:

- *The application substantially complies with §122-311.*
- *The existing building and site design are legal nonconforming under §122-352*

Conditions:

- *The amount of ground-floor transparency shall not be decreased at the retail portion of the building.*
- *Applicant provide an elevation view of the eastern façade*
- *Applicant provide a "right turn only" directional sign for vehicles exiting onto Lowell Street.*
- *Applicant provide off-street parking landscaping or screening in conformance with 122-684 and 122-675 that does not jeopardize existing street trees.*
- *Bike rack shall contain five spaces/loops.*
- *Applicant shall submit a lighting plan conforming with the provisions of 122-609.*
- *Applicant shall confirm height of dumpster enclosure conforming with 122-608.*

**Offered By: Commissioner Jugenitz; Seconded By: Commissioner Hollifield
Approved: Yes – 7; No – 0; Absent – 1 (Simmons)**

- Special Use Permit Expansion & Site Plan Review: Medical marijuana provisioning center/recreational marijuana retailer at 539 S. Huron St.

- Tabled from August 19, 2020 Meeting

*Motion that the Planning Commission **approve** the Special Use Permit expansion for the Patient Station at 539 S Huron with the following findings and conditions:*

Findings:

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

Conditions

1. *Special use expansion approval shall be subject to approval of site plan and applicable site plan conditions.*
2. *Temporary trailer and gravel traffic circulation area shall not become permanent.*
3. *Temporary trailer and traffic circulation area shall not store or contain marijuana.*
4. *Temporary traffic circulation area shall operate only during daylight hours until such time as the applicant provides a lighting plan conforming with the provisions of 122-609.*

**Offered By: Commissioner Jugenitz; Seconded By: Commissioner Donnelly
Approved: Yes – 4; No – 3 (Davis Jr., Hollifield, Jugenitz) ; Absent – 1**

(Simmons)

*Motion that the Planning Commission **approve** the site plan and temporary use permits for the Patient Station at 539 S Huron with the following findings and conditions:*

Findings

1. *The application substantially complies with §122-311.*
2. *The temporary nature of both the trailer and gravel traffic circulation area prompt temporary use permit regulations (§122-335).*

Conditions

1. *Staff recommends the temporary trailer shall remain on the site for no longer than one year, or until the future building is granted a Certificate of Occupancy, whichever is less.*
2. *Temporary trailer and temporary warming booths shall be inspected and permitted*

by the Building Department.

3. The third temporary use permit will take effect only after the first two are permitted by the Building Department.

4. Gravel must not exceed barricade boundaries on site plan, and area must be restored after expiration of temporary use permit.

5. Temporary traffic circulation area shall be graded in a manner that does not convey stormwater onto adjoining properties.

6. Applicant shall receive approval for traffic circulation area by City Engineer.

7. Applicant shall provide at least two bike loops/spaces for bike parking.

8. Temporary traffic circulation area shall be lighted in conformance with §122-609 if used during night hours.

Offered By: Commissioner Jugenitz; Seconded By: Commissioner Donnelly

Approved: Yes – 6; No –1 (Hollifield) ; Absent – 1 (Simmons)

VI. Old Business

- Draft Bylaws Amendment

Motion that Article V- Meetings, Section 5. to be amended as follows:

Section 5. The normal order of business at meetings shall be as follows:

1. Call to order

2. Roll call

3. Approval of minutes

4. Audience participation

5. Committee Reports

6. Any business item requiring a public hearing

7. Old business

8. New business

9. Adjournment

Offered By: Commissioner Hollifield; Seconded By: Commissioner Jugenitz

Approved: Yes – 7; No –0; Absent – 1 (Simmons)

VII. New Business

VIII. Future Business Discussion / Updates

IX. Committee Reports

- Committee Discussion
- Non-Motorized Committee Report
- Housing Affordability and Accessibility Committee Report

X. Adjournment

Motion to adjourn

Offered By: Commissioner Donnelly; Seconded By: Commissioner Jugenitz

Approved: Yes – 7; No – 0; Absent – 1 (Simmons)