



**2016 Annual Report
Planning Commission
Ypsilanti, Michigan**

INTRODUCTION

The Planning Commission of the City of Ypsilanti is governed by the Michigan Planning Enabling Act, State of Michigan Public Act 33 of 2008, and by the City of Ypsilanti's Zoning Ordinance.

In 2016, the Planning Commission's membership was as follows:

- | | |
|-----------------------------|-----------------------------------|
| Heidi Jugenitz (chair) | Jared Talaga (appointed March) |
| Cheryl Zuellig (vice-chair) | Matt Dunwoodie (appointed April) |
| Anthony Bedogne | Toi Dennis (appointed June) |
| Phil Hollifield | Briana A. Mason (resigned August) |
| Liz Dahl MacGregor | Roderick Johnson (retired June) |

Under the Planning Enabling Act, the Commission must provide an annual report to City Council, as the legislative body of the City. This report discusses,

1. The operations of the Commission during the past year
2. The status of any on-going planning activities
3. Recommendations to the legislative body related to planning and development

PLANNING COMMISSION OPERATIONS

The Planning Commission held regular monthly meetings during 2016, as well as two special meetings. One joint meeting with the Zoning Board of Appeals was held in January for the purposes of training. The Commission took slightly fewer applications in 2016 than in 2015; as a reminder, 2015 saw nearly twice as many actions in 2015 as in 2014; likely due to deferred applications due to the "in-progress" zoning ordinance. The number of site plan reviews continues to trend downward from 2013. The Nonmotorized Committee regularly met and continues to meet; other subcommittees did not meet in 2016. The Planning Commission currently has one vacant seat, having been at full capacity in June and July.

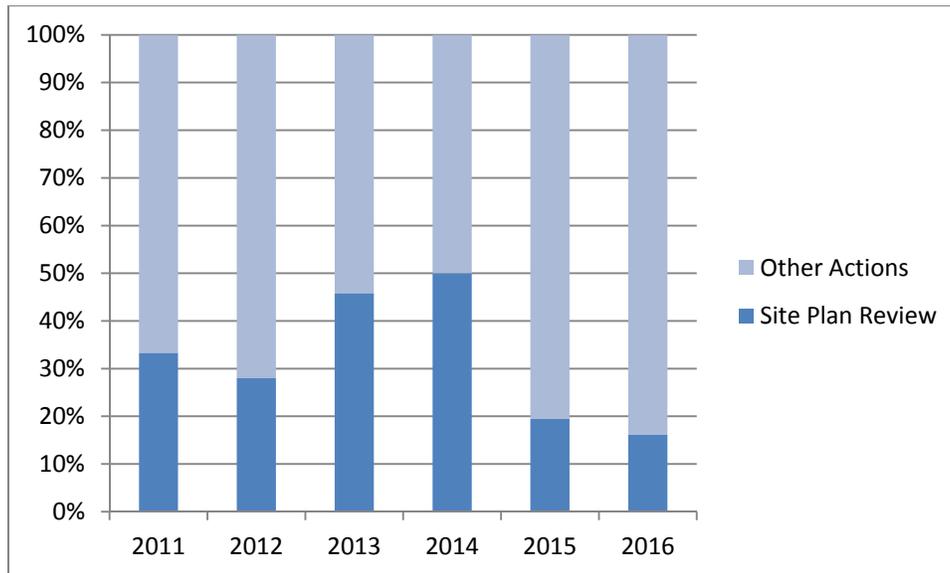
The Commission considered 30 actions, including 5 site/sketch plans, 5 special use permits, 1 Planned Unit Development (PUD); it also reviewed three standalone Capital Improvement Project requests; processed six designations of special nonconforming status ("Nonconforming A"); and held three public hearings on a significant "bugfix" of the zoning code, in addition to two standalone text amendments. The Planning Commission recommended that the Bell/Kramer area be a specific area of study in the coming five-year Master Plan update due to the unique interaction of current uses, past uses, environmental issues, and transportation resources.

Included in this year's annual report is the implementation matrix from the Master Plan, with topics not involving the Planning Commission removed. Although these topics are not included, they remain important to the overall success of the City.

Figure 1: Planning Commission Applications by Type (past five years)

Planning Commission Application / Deliberation	2011	2012	2013	2014	2015	2016
Site plan review	11	7	11	9	7	5
Amend approved site plan	2	1	--	1	--	--
Special use permit	7	2	5	2	6	5
Zoning map amendment	2	3	1	1	1	2
Zoning text amendment	6	2	--	1	2	5
Master plan amendment	--	--	1	--	--	--
Planned unit development	1	2	2	--	2	1
Amend approved PUD	--	--	--	--	--	--
Alley/Street closure/Vacation	2	1	1	2	--	2
Change in non-conforming use	--	--	--	--	--	1
Capital improvements reviews	2	1	1	2	3	3
Special topic planning	--	1	2	--	--	--
Study item	--	4	--	--	7	1
Conditional rezoning	--	1	--	--	--	--
Modification of Sign Standards (begins 2012)	--	0	--	--	1	--
Special Use Revocation (begins 2015)	--	--	--	--	1	--
Designation of Special Nonconforming Status (begins 2015)	--	--	--	--	6	6
Total Applications / Deliberations	33	25	24	18	36	31

Figure 2: Planning Commission Actions by Year (percent)



Master Plan Implementation Matrix

These goals and their matrices are taken directly from the Master Plan, adopted Oct 2013.

Capital Improvements Plan = CIP; Zoning Ordinance = ZO

Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
Center	C1	Building standards for centers that preserve the architecture	2014-2015	All Centers					Zoning Ordinance	Ordinance passed 2014	Completed
	C2	Allow renewable energy facilities on all buildings	2014-2015	All Centers					Zoning Ordinance	Ordinance passed 2014	Completed
	C4	Finish upper stories	Ongoing	All Centers					Zoning Ordinance (enable private investment)	Ordinance passed 2014	Ordinance update underway, recommended to Council
	C5	Maintain and expand transportation options	Ongoing	Downtown					Zoning Ordinance, Capital Improvements Plan	Capital Improvements Plan adopted 2015	Ordinance update underway, recommended to Council; CIP annual update/review
	C7	Encourage business and event activity during the day and evening	2014-2019	All Centers					Zoning Ordinance (encourage mix of uses)	Ordinance passed 2014	Ordinance update underway, recommended to Council

Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
C9	Curbless "festival" street on Washington	2014-2019	Downtown						Capital Improvements Plan	Capital Improvements Plan adopted 2015	CIP annual update/review
C10	Use vacant storefronts for temporary retail uses	2014-2019	Downtown						Zoning Ordinance	Ordinance passed 2014	Ordinance update underway, recommended to Council
C14	Increase walkability (2-way streets & raised intersections)	2014-2024	Downtown						Capital Improvements Plan/ Transportation Plan	Capital Improvements Plan adopted 2015	CIP annual update/review
C15	Curbless "festival" street on River and Cross Street	2014-2024	Depot Town						Capital Improvements Plan	Capital Improvements Plan adopted 2015	CIP annual update/review
C16	Create a public space at new train station	2014-2024	Depot Town						Capital Improvements Plan	Capital Improvements Plan adopted 2015	CIP annual update/review
C17	Separate Cross and Washtenaw	2014-2024	Cross Street						Capital Improvements Plan	Capital Improvements Plan adopted 2015	CIP annual update/review

Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
	C18	Create a "front door" for EMU with reconfiguration of Cross and Washtenaw	2014-2024	Cross Street					Capital Improvements Plan	Capital Improvements Plan adopted 2015	CIP annual update/review
Neighborhood	N3	Plan and zone for range of housing typologies for the needs of all ages and abilities	Ongoing	All neighborhoods					Zoning Ordinance	Ordinance passed 2014	Ordinance update underway, recommended to Council
	N4	Streamline multiple-family living arrangements into categories based on number of units and form, instead of use	2014-2015	All neighborhoods					Zoning Ordinance	Ordinance passed 2014	Ordinance update underway, recommended to Council
	N5	Continue home-based entrepreneurship	2014-2015	All neighborhoods					Zoning Ordinance (enable)	Ordinance passed 2014	Ordinance update underway, recommended to Council

Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
	N6	Regulate the form of buildings to preserve the character of neighborhoods	2014-2015	All neighborhoods					Zoning Ordinance	Ordinance passed 2014	Ordinance update underway, recommended to Council
	N7	Preserve the character of the area by using regulations on street type, building type as well as use	2014-2015	Central neighborhoods					Zoning Ordinance, Engineering Standards	Ordinance passed 2014	Ordinance update underway, recommended to Council
	N8	Regulations of the variety of housing types, uses and lot sizes will be calibrated to the existing patterns	2014-2015	Central neighborhoods					Zoning Ordinance	Ordinance passed 2014	Ordinance update underway, recommended to Council

Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
	N9	Limit uses to predominantly single-family residential uses in areas with small houses, suited for only single-family use	2014-2015	Outlying neighborhoods					Zoning Ordinance	Ordinance passed 2014	Ordinance update underway, recommended to Council
Corridor	Co 1	Designate the appropriate building form for each corridor based on existing patterns and vision for that corridor	2014-2015	All corridors					Zoning Ordinance	Ordinance passed 2014	Ordinance update underway, recommended to Council
	Co 2	Retain the mix of uses within each corridor but allow them throughout the area	2014-2015	All corridors					Zoning Ordinance	Ordinance passed 2014	Ordinance update underway, recommended to Council
	Co 3	Reinforce the preservation of historic buildings	2014-2015	Historic corridors					Zoning Ordinance; Historic District ordinance	Ordinance passed 2014	Ordinance update underway, recommended to Council

Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
Co 4	Maintain River Street as a historic boulevard	2014-2015	Historic corridors						Zoning Ordinance, Capital Improvements Plan	Ordinance passed 2014	Ordinance update underway, recommended to Council
Co 5	Require a pedestrian-friendly building form while allowing a mix of uses for both students and residents along Huron River Dr, LeForge & Railroad corridors	2014-2015	General corridors						Zoning Ordinance	Ordinance passed 2014	Ordinance update underway, recommended to Council
Co 6	Coordinate regulations for Washtenaw with the County Re-Imagine Washtenaw Ave Plan	2014-2015	General corridors						Zoning Ordinance	Ordinance passed 2014	Ordinance update underway, recommended to Council

Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
	Co 7	Restore Harriet St as the Main St of adjacent neighborhoods	2014-2015 for ZO / 2014-2024 years for street improvements						Zoning Ordinance, Capital Improvements Plan	Ordinance passed 2014, Capital Improvements Plan 2015	Ordinance review underway; CIP annual update/review
	Co 8	Restore two-way function to Cross, Huron and Hamilton Streets	2014-2024						Capital Improvements Plan	Capital Improvements Plan adopted 2015	CIP annual update/review
District Areas	D1	Update regulations to create walkable areas at the border of the City and EMU campus	2014-2015						Zoning Ordinance	Ordinance passed 2014	Ordinance update underway, recommended to Council
	D2	Create regulations that support the existing building form but assure access by all modes of transportation	2014-2015						Zoning Ordinance	Ordinance passed 2014	Ordinance update underway, recommended to Council

Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
D3	Allow renewable energy facilities, such as solar panels, on industrial land	2014-2015	Job Districts						Zoning Ordinance	Ordinance passed 2014	Ordinance update underway, recommended to Council
D4	Reduce the minimum lot size and width in the industrial park to create more opportunity	2014-2015	Job Districts						Zoning Ordinance	Ordinance passed 2014	Ordinance update underway, recommended to Council
D7	Encourage use or redevelopment of unused parking lots	2014-2019	HHS & Job Districts						Zoning Ordinance (enable)	Ordinance passed 2014	Ordinance update underway, recommended to Council
D8	Create a 'front door' for EMU in the area created by the reconfiguration of Cross and Washtenaw	2014-2024	EMU						Capital Improvements Plan	Capital Improvements Plan adopted 2015	CIP annual update/review

LOOKING FORWARD

At the end of 2016, these planning projects remain in progress.

- The zoning ordinance update has passed Planning Commission and been recommended to Council. It is tentatively scheduled for Council's second February meeting.
- An update to the Master Plan will be planned, specifically focusing on the Bell-Kramer neighborhood.

ACTION

The Planning Commission adopted this report at its regular January 2017 meeting and approved transmittal to City Council.