



**2017 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 2017, the Planning Commission's membership was as follows:

Heidi Jugenitz (chair)	Jared Talaga
Cheryl Zuellig (vice-chair January – June)	Matt Dunwoodie
Anthony Bedogne	Toi Dennis
Phil Hollifield	Chris Madigan (joined March)
Liz Dahl MacGregor (vice-chair June – December)	

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 2017, with the exception of February. In March, the Planning Commission hosted a joint meeting with the Zoning Board of Appeals and the Historic District Commission to discuss current projects and a potential Request for Qualifications for the potential development of 220 N Park, the former Boys & Girls Club site. In November, the Planning Commission hosted a joint meeting with Sustainability and Human Relations for the purpose of discussing housing affordability and accessibility in light of the planned 2018 master plan review and update.

The Commission reviewed 6 site plan applications in 2017, up from 2016, and had less than half as many "other items" as in 2016. These numbers were driven by the reduced number of zoning text and map amendment applications, as well as a reduced number of special nonconforming status applications.

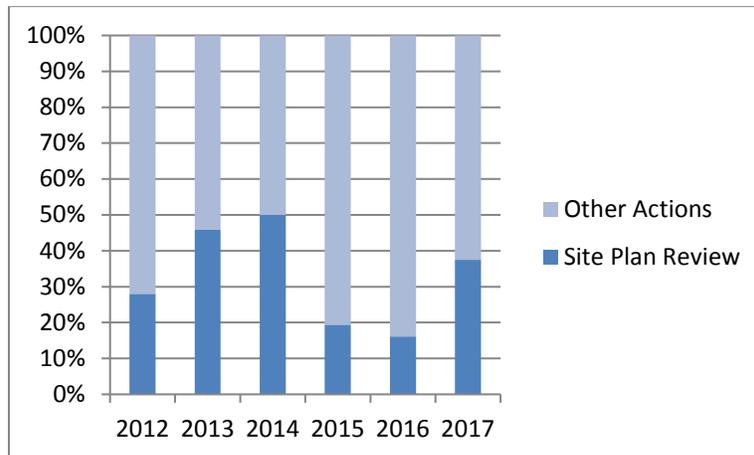
The Commission considered 17 total actions, including 6 site/sketch plans, 1 special use permits, and 1 Planned Unit Development (PUD). It also reviewed one standalone Capital Improvement Project requests; processed 1 designation of special nonconforming status ("Nonconforming A"); and discussed several special topics, including nonmotorized improvements, housing affordability and accessibility, and protocol for public hearings. The Planning Commission formed a subcommittee tasked with reviewing the 2013 Master Plan and recommending updates focusing on housing accessibility and affordability.

Included in this year's annual report is the implementation matrix from the 2013 Master Plan.

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

	2012	2013	2014	2015	2016	2017
Site plan review	7	11	9	7	5	6
Amend approved site plan	1	--	1	--	--	2
Special use permit	2	5	2	6	5	1
Zoning map amendment	3	1	1	1	2	1
Zoning text amendment	2	--	1	2	5	1
Master plan amendment	--	1	--	--	--	--
Planned unit development	2	2	--	2	1	1
Amend approved PUD	--	--	--	--	--	--
Alley/Street closure/Vacation	1	1	2	--	2	--
Change in non-conforming use	--	--	--	--	1	--
Capital improvements reviews (begins 2010)	1	1	2	3	3	1
Special topic planning (begins 2010)	1	2	--	--	--	3
Study item (begins 2010)	4	--	--	7	1	--
Conditional rezoning (begins 2010)	1	--	--	--	--	--
Modification of Sign Standards (begins 2012, ends 2016)	0	--	--	1	--	--
Special Use Revocation (begins 2015)	--	--	--	1	--	--
Designation of Special Nonconforming Status (begins 2015)	--	--	--	6	6	1
Total Applications / Deliberations	25	24	18	36	31	17

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	
	MPC3	Continue and expand the numbers, types of festivals and events	Ongoing	All Centers						Convention & Visitors Bureau (event attraction, destination marketing) Special Events policy (enabling)		
	C4	Finish upper stories	Ongoing	All Centers						Zoning Ordinance (enable private investment) DDA (business & investment attraction)	Ordinance passed 2014	ZO complete DDA (ongoing efforts)
	C5	Maintain and expand transportation options	Ongoing	Downtown						Capital Improvements Plan Zoning Ordinance (require last-mile infrastructure)	Capital Improvements Plan adopted 2015	Ordinance update underway, recommended to Council; CIP annual update/review

Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
C6	Draft a business attraction plan for Downtown, Depot Town and Cross St	2014-2019	All Centers						DDA	RRC Certification obtained 2015	Ordinance update underway, recommended to Council; CIP update underway; RRC maintenance underway
C7	Encourage business and event activity during the day and evening	2014-2019	All Centers						Zoning Ordinance (encourage mix of uses) DDA (business development)	Ordinance passed 2014	Ordinance update underway, recommended to Council
MPC8	Create a marketing campaign for the City of Ypsilanti	1-5 Years	All Center						Convention & Visitors Bureau		
C9	Build 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						DDA (landlord outreach)	Ordinance passed 2014	Ordinance update underway, recommended to Council
MPC11	Permanent year-round home for Downtown Farmer's Market	1-5 Years	Downtown						Zoning Ordinance (enabling) DDA (attraction)		
MPC12	Permanent year-round home for Depot Town Farmer's Market	1-5 Years	Depot Town						Zoning Ordinance (enabling) DDA (attraction)		

Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
M PC 13	Install a wayfinding system	1-10 Years	All Centers						Convention & Visitor's Bureau	Complete, 2017	
	C1 4	Increase walkability (2-way streets & raised intersections)	2014-2024	Downtown					MDOT coordination (20-year horizon) Capital Improvements Plan	Capital Improvements Plan adopted 2015	Capacity reduction
	C1 5	Curbless "festival" street on River and Cross Street	2014-2024	Depot Town					Capital Improvements Plan	Capital Improvements Plan adopted 2015	Funding
	C1 6	Create a public space at new train station	2014-2024	Depot Town					Capital Improvements Plan	Capital Improvements Plan adopted 2015	Installation of a train station
	C1 7	Separate Cross and Washtenaw	2014-2024	Cross Street					Capital Improvements Plan	Capital Improvements Plan adopted 2015	Capacity reduction, 2-way conversion
	C1 8	Create a "front door" for EMU with reconfiguration of Cross and Washtenaw	2014-2024	Cross Street					MDOT coordination Capital Improvements Plan	Capital Improvements Plan adopted 2015	Capacity reduction, 2-way conversion
Neigh PN 1	Continue and increase rental inspections and enforcement	Ongoing	All neighborhoods						Building Department		Ongoing

Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
M PN 2	Assist continuation and expansion of EMU Live Ypsi program	Ongoing	All neighborhoods								Ongoing
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	Completed
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	Completed
N5	Continue home-based entrepreneurship	2014-2015	All neighborhoods						Zoning Ordinance (enable)	Complete	Completed
N6	Regulate the form of buildings to preserve the character of neighborhoods	2014-2015	All neighborhoods						Zoning Ordinance	Complete	Completed
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	Complete	Completed
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	Complete	Completed
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	Complete	Completed
N10	Create 'Eco-Districts' in neighborhood parks	2014-2024	All neighborhoods						Zoning Ordinance (enable); Parks Plan > Capital Improvements Plan (planning & Execution)		Ongoing

Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps	
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	Complete	Completed
	Co 2	Retain the mix of uses within each corridor but allow them throughout the area	2014-2015	All corridors						Zoning Ordinance	Complete	Completed
	Co 3	Reinforce the preservation of historic buildings	2014-2015	Historic corridors						Zoning Ordinance; Historic District ordinance	Complete	Ongoing
	Co 4	Maintain River Street as a historic boulevard	2014-2015	Historic corridors						Zoning Ordinance, Capital Improvements Plan		Ongoing
	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		Completed
	Co 6	Coordinate regulations for Washtenaw with the County Re-Imagine Washtenaw Ave Plan	2014-2015	General corridors						Zoning Ordinance	Ongoing	Ongoing
	Co 7	Restore Harriet St as the Main St of adjacent neighborhoods	2014-2015 for ZO / 2014-2024 years for street improvements	General corridors						Zoning Ordinance, Capital Improvements Plan	Ordinance passed 2014, ongoing	Ongoing

Key	Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
Co 8	Restore two-way function to Cross, Huron and Hamilton Streets	2014-2024	Historic corridors						MDOT Coordination Capital Improvements Plan	Capital Improvements Plan adopted 2015	Capacity/lane reduction project
District Areas	D1	Update regulations to create walkable areas at the border of the City and EMU campus	2014-2015	EMU					Zoning Ordinance	Complete	Completed
	D2	Create regulations that support the existing building form but assure access by all modes of transportation	2014-2015	Health & Human Services					Zoning Ordinance	Complete	Completed
	D3	Allow renewable energy facilities, such as solar panels, on industrial land	2014-2015	Job Districts					Zoning Ordinance	Complete	Completed
	D4	Reduce the minimum lot size and width in the industrial park to create more opportunity	2014-2015	Job Districts					Zoning Ordinance	Complete	Completed
	M PD 5	Align economic development incentives and programs to encourage emerging sectors that align with the Guiding Values and the employment potential of residents	1-5 years	All Districts					Economic Development Strategy	In Progress	Ongoing
	M PD 6	Create "Welcome to Ypsilanti" packages for new EMU students, including web version	1-5 years	EMU					Website & PDF Authorship?		Package creation
	D7	Encourage use or redevelopment of unused parking lots	2014-2019	HHS & Job Districts					Zoning Ordinance (enable)	Complete	Completed

Key		Action	Timeframe	Location	Safety	Diversity	Equity	Enviro	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
	D8	Create a 'front door' for EMU in the area created by the reconfiguration of Cross and Washtenaw	2014-2024	EMU						MDOT coordination Capital Improvements Plan		Capacity reduction & conversion to 2-way
General	G1	Establish "Aging in Place" programs	2014-2019	All neighborhoods						Zoning Ordinance (enable), Capital Improvements Plan (accessibility)	Ordinance passed 2014, Capital Improvements Plan 2015	Ongoing

LOOKING FORWARD

At the end of 2017, these planning projects remain in progress.

- An update to the Master Plan is planned. 2018 goals include housing affordability and accessibility; traffic on Hamilton, Huron, and Washtenaw; the proposed train stop; and Water Street; as well as the focus proposed for 2017 of focusing on the Bell-Kramer neighborhood. Other Master Plan updates may be undertaken pursuant to the five-year review.
- The Planning Commission will continue to provide review of the annual Capital Improvements Plan prior to adoption by City Council, per state act.

ACTION

The Planning Commission adopted this report at its regular January 2018 meeting and approved transmittal to City Council.