

**ACTION MINUTES**  
**Planning Commission - Virtual Meeting**  
**Wednesday, February 17, 2021 – 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. The access code is posted in the Public Notice on [www.cityofypsilanti.com](http://www.cityofypsilanti.com) and attached in the packet. The public may choose to participate during Audience Participation or during the Public Hearing, on the video conferencing application, or may submit e-mailed comments to [aaamodt@cityofypsilanti.com](mailto:aaamodt@cityofypsilanti.com) by 4 pm, February 17.

**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
Michael Simmons	P

*Motion to remove the 487 Owendale St rezoning case from the agenda at the applicant's request.*

**Offered By: Commissioner Donnelly; Seconded By: Commissioner Simmons**  
**Approved: Yes – 7; No – 0; Absent – 0**

*Motion to approve the agenda as amended.*

**Offered By: Commissioner Talaga; Seconded By: Commissioner Simmons**  
**Approved: Yes – 7; No – 0; Absent – 0**

**III. Approval of Minutes**

- January 20, 2021 Meeting  
*Motion to approve the January 20, 2021 minutes.*  
**Offered By: Commissioner Hollifield; Seconded By: Commissioner Talaga**  
**Approved: Yes – 7; No – 0; Absent – 0**

**IV. Audience Participation**

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

*Motion to open audience participation.*

**Offered By: Commissioner Davis Jr.; Seconded By: Commissioner Donnelly**  
**Approved: Yes – 7; No – 0; Absent – 0**

*Motion to close audience participation.*

**Offered By: Commissioner Donnelly; Seconded By: Commissioner Bettis**  
**Approved: Yes – 7; No – 0; Absent – 0**

**V. Committee Reports**

- Non-motorized Advisory Committee

**VI. Presentations and Public Hearing Items**

- S Washington St to S Huron St, south of Buffalo St – Alley Vacation
  - *Public Hearing*

*Motion to open the public hearing.*

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

**Approved: Yes – 7; No – 0; Absent – 0**

*Motion to close the public hearing.*

**Offered By: Commissioner Talaga; Seconded By: Commissioner Bettis**

**Approved: Yes – 7; No – 0; Absent – 0**

*Motion to recommend City Council approval of alley vacation between S Washington St and S Huron St, south of Buffalo St, with the following conditions:*

- 1. City and utility authorities shall retain and reserve within the entire former alley an easement for installation and maintenance of utilities.*
- 2. To ensure no access is deterred, that properties at 406 S Huron, 408 S Huron, 109 Buffalo, and 113 Buffalo shall retain access to the former alley through a shared-use easement.*
- 3. Access to the former alley shall not be restricted within 20 feet along the S Washington and S Huron frontage.*

**Offered By: Commissioner Talaga; Seconded By: Commissioner Hollifield**

**Approved: Yes – 7; No – 0; Absent – 0**

- 1820 Washtenaw Ave – Special Use Permit and Site Plan Review for Provisioning Center/Marihuana Retailer
  - *Public Hearing*

*Motion to open the public hearing.*

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

**Approved: Yes – 7; No – 0; Absent – 0**

*Motion to close the public hearing.*

**Offered By: Commissioner Hollifield; Seconded By: Commissioner Simmons**

**Approved: Yes – 7; No – 0; Absent – 0**

*Motion to approve the special use permit for provisioning center and marihuana retailer use at 1820 Washtenaw Ave with the following findings and conditions:*

*Finding: The application substantially complies with §122-324(b).*

*Condition: Special use permit approval shall be subject to approval of site plan.*

**Offered By: Commissioner Talaga; Seconded By: Commissioner Donnelly**

**Approved: Yes – 6; No – 1 (Davis Jr.); Absent – 0**

*Motion to approve the limited site plan for 1820 Washtenaw Ave with the following findings and conditions:*

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

*Conditions:*

- 1. Screening be provided along edges of parking lot in conformance with §122-684.*
- 2. Sidewalk or surfacing materials should be added to delineate where pedestrians can safely access the building from the public sidewalk.*
- 3. Any dumpster/waste collection area to conform with screening requirements of §122-608.*
- 4. Applicant shall submit a lighting plan conforming with the provisions of §122-609.*
- 5. Screening between property and residential properties to the east and west be screened with 6' high wall, fence, or buffer, with at least 80% opacity in conformance with §122-634.*
- 6. Applicant shall provide five street trees: two on Washtenaw Ave and three on Whittier St. Whittier St trees may be waived with a fee-in-lieu.*
- 7. Vehicle gate shall be provided at the Whittier St employee entrance in conformance with the traffic visibility requirements.*

**Offered By: Commissioner Talaga; Seconded By: Commissioner Donnelly**  
**Approved: Yes – 7; No – 0; Absent – 0**

**VII. Old Business**

**VIII. New Business**

**IX. Future Business Discussion / Updates**

- Distribution of Draft Master Plan Update

**X. Adjournment**

*Motion to adjourn.*

**Offered By: Commissioner Hollifield; Seconded By: Commissioner Donnelly**  
**Approved: Yes – 7; No – 0; Absent – 0**