

ACTION MINUTES
Planning Commission - Virtual Meeting
Wednesday, April 21, 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.cityofpysilanti.com and attached in the packet. The public may choose to participate during Audience Participation on the video conferencing application, or may submit e-mailed comments to aaamodt@cityofpysilanti.com by 4 pm, April 21.

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	A - Excused
Michael Simmons	P

III. Approval of Minutes

- March 17, 2021 Meeting
Motion to approve the March 17, 2021 minutes.
Offered By: Commissioner Bettis; Seconded By: Commissioner Donnelly
Approved: Yes – 6; No – 0; Absent – 1

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 Simmons; Seconded By: Commissioner Donnelly

Approved: Yes – 6; No – 0; Absent – 1

Motion to close audience participation.

Offered By: Commissioner Donnelly; Seconded By: Commissioner Bettis

Approved: Yes – 6; No – 0; Absent – 1

V. Committee Reports

- Non-motorized Advisory Committee

VI. Presentations and Public Hearing Items

- Draft Master Plan Update
 - Public Hearing

Motion to open public hearing.

**Offered By: Commissioner Davis Jr.; Seconded By: Commissioner Donnelly
Approved: Yes – 6; No – 0; Absent – 1**

Motion to close public hearing.

**Offered By: Commissioner Donnelly; Seconded By: Commissioner Davis Jr.
Approved: Yes – 6; No – 0; Absent – 1**

RESOLVED BY THE CITY OF YPSILANTI PLANNING COMMISSION:

WHEREAS, the City of Ypsilanti adopted the Shape Ypsilanti Master Plan in 2013 which establishes guiding values and policy recommendations for the City;

WHEREAS, the Planning Commission determined in 2018 that a Master Plan update was necessary;

WHEREAS, the Ypsilanti Sustainability Commission drafted a Sustainability Plan in which the Planning Commission subsequently determined to incorporate into the Master Plan as a full chapter;

WHEREAS, the Ypsilanti Planning Commission has the responsibility of developing a Master Plan and any updates;

NOW THEREFORE BE IT RESOLVED, that the Ypsilanti Planning Commission supports the draft Master Plan update as amended;

BE IT FURTHER RESOLVED THAT the Ypsilanti Planning Commission recommend the Ypsilanti City Council adopt the draft Master Plan update.

**Offered By: Commissioner Davis Jr.; Seconded By: Commissioner Donnelly
Approved: Yes – 6; No – 0; Absent – 1**

- 202 N Washington Special Use Permit & Sketch Plan Review
 - Public Hearing

Motion to open public hearing.

**Offered By: Commissioner Davis Jr.; Seconded By: Commissioner Donnelly
Approved: Yes – 6; No – 0; Absent – 1**

Motion to close public hearing.

**Offered By: Commissioner Donnelly; Seconded By: Commissioner Bettis
Approved: Yes – 6; No – 0; Absent – 1**

Motion to approve the special use permit for a café at 202 N Washington with the following findings and conditions:

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

Conditions:

- 1. The outdoor seating area shall be non-permanent- the furniture shall be removable during non-business hours.*
- 2. The outdoor seating area shall not have table service.*
- 3. Special use approval shall be subject to approval of site plan.*

**Offered By: Commissioner Davis Jr.; Seconded By: Commissioner Talaga
Approved: Yes – 5; No – 1 (Dunwoodie); Absent – 1**

Motion to approve the limited site plan for 202 N Washington with the following findings and conditions:

Findings:

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

Conditions:

- 1. Wheel stops must be placed in a manner so that no vehicle may park on or hang over any part of the sidewalk.*
- 2. Signage to be applied for separately.*
- 3. Parking spaces shall be striped in accordance with the zoning ordinance §122-685, and the front of the building should be striped with hash marking to ensure vehicles do not block the entry.*
- 4. Applicant shall submit a lighting plan conforming with the provisions of 122-609 if business is to be operated during night hours.*
- 5. Trash storage area must be screened with an enclosure conforming with §122-608f.*
- 6. The north property line must be screened from the adjoining property where gaps exist, preserving and maintaining the existing trees.*
- 7. Applicant to provide a plan for street trees in accordance with §122-636. If four street trees cannot be met, then fee in-lieu of trees is recommended.*

**Offered By: Commissioner Talaga; Seconded By: Commissioner Donnelly
Approved: Yes – 6; No – 0; Absent – 1**

VII. Old Business

VIII. New Business

- Draft Capital Improvement Plan

RESOLVED BY THE PLANNING COMMISSION:

WHEREAS, the Charter of the City of Ypsilanti requires that Council adopt a Capital Improvements program on an annual basis; and

WHEREAS, the Planning Enabling Act requires that Council adopt a Capital Improvements program on an annual basis after Planning Commission review; and

WHEREAS, the City of Ypsilanti is pursuing renewal of its Redevelopment Ready Certification from the Michigan Economic Development Corporation, which likewise requires that a Capital Improvements Plan be adopted; and

WHEREAS, this Commission has duly completed its review; and

NOW THEREFORE BE IT RESOLVED THAT the Planning Commission hereby recommends that the City Council adopt the Capital Improvement Plan for FY2021/2022 through FY2027/2028, with no recommended modifications.

**Offered By: Commissioner Donnelly; Seconded By: Commissioner Bettis
Approved: Yes – 6; No – 0; Absent – 1**

- Oakwood Street Mill & Overlay

IX. Future Business Discussion / Updates

X. Adjournment

Motion to adjourn

**Offered By: Commissioner Donnelly; Seconded By: Commissioner Simmons
Approved: Yes – 6; No – 0; Absent – 1**