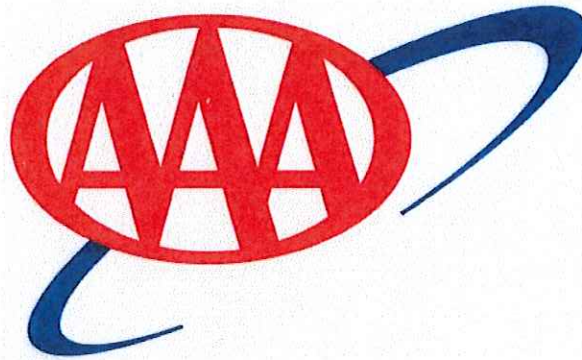


Final Citizen Participation Report for:

The Auto Club Group New AAA Ann Arbor Branch



Prepared by:

NSA Architects, Engineers, Planners

December 15, 2011

Citizen Notification Meeting General Information

Date of Meeting: Thursday, December 1, 2011, 7:00pm

Location of Meeting: AAA Ann Arbor Branch Office
1200 S. Main Street, Ann Arbor, MI 48104

Written Material Provided: (refer to attached notification postcard information)

Number of Citizens sent notices by mail: 596

Number of Citizens attending: 6

Sign-in sheets: (see attached)

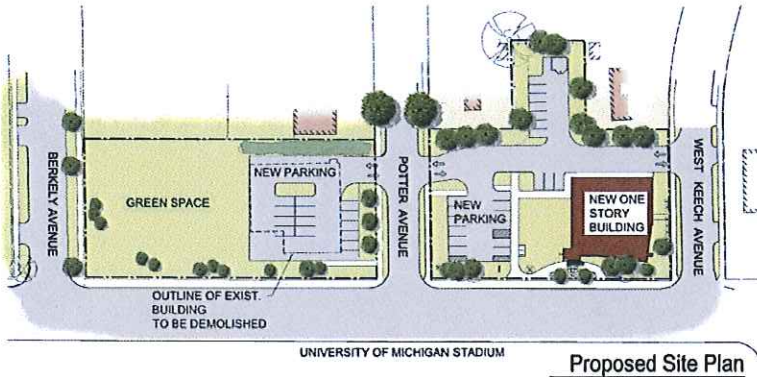
Summary of comments, concerns, etc.: (refer to attached Meeting Report)

Return Address:

NSA Architects, Engineers, Planners
23761 Research Drive
Farmington Hills, MI 48335

Petition for Site Plan Review

In accordance with the City of Ann Arbor’s Citizen Participation Ordinance (CPO), you are hereby given notice that a petition for Site Plan Review from The Auto Club Group (AAA) will be submitted to the City of Ann Arbor’s Planning Department. The proposed redevelopment project will involve the demolition of the existing AAA Branch building currently located at 1200 S. Main St, Ann Arbor, MI 48104, and the construction of a new AAA Branch building on the adjacent north parcel where additional AAA parking is currently located.



Citizen Participation Meeting

The purpose of this notice and the City of Ann Arbor’s Citizen Participation Ordinance (CPO) is to promote effective citizen participation in the project development process, to mitigate potential impacts (whether real or perceived), and to facilitate ongoing communication between the petitioner and citizenry. Written information about citizen participation is being mailed to all property owners, addresses and registered neighborhood groups within 1,000 feet of the proposed petition site, as well as the Planning and Development Services Unit. A Citizen Participation Meeting will be held, and individuals receiving notices will be able to discuss the application with the petitioner and express any concerns, issues or problems regarding this project they may have. A summary of this information will be submitted by the petitioner to the City Planning Department as a part of the petition for Site Plan Review, and may further be taken into account by the petitioner in the final development of the project.

Meeting Logistics

Date: Thursday December 1, 2011
 Time: 7:00pm
 Location: AAA Ann Arbor Branch
 1200 S. Main St
 Ann Arbor, MI 48104



Anticipated City Review and Approval Schedule

- | | |
|--|------------------|
| • Citizen Participation Meeting | Thurs 12/1/11 |
| • Submittal of petition to Ann Arbor Planning Department | Tuesday 12/27/11 |
| • Ann Arbor Planning Commission/Council Meetings | Feb. – May 2012 |

In order for AAA to best prepare for the meeting, attendees are requested to RSVP by 5:00pm Tuesday, November 29th, to the contact person below.

Contact Information

Questions may be referred to Chris Arnold (NSA Architects, Engineers, Planners) during regular business hours at (248) 477-2309 or email at carnold@nsa-ae.com.

Special Accommodations

Persons with disabilities are encouraged to participate in public meetings. Accommodations, including sign language interpreter, may be arranged by contacting Chris Arnold at (248) 477-2309. Requests need to be received at least 72 hours in advance of meeting.

NAME: Kathleen & Richard
TAYLOR

PHONE NO: 734-971-8433

ADDRESS: 403 W. Keech

EMAIL: KTAYLOR270@
AOL.COM

NAME: George Feldman

PHONE NO:

ADDRESS: 301 W Keech

EMAIL: George.feldman@
provide.net

NAME: Robert Fry

PHONE NO: 734-663-1805

ADDRESS: 301 Paler

EMAIL:

NAME: Joan Fry

PHONE NO: 734-663-1805

ADDRESS:

EMAIL:

NAME: J B Hood

PHONE NO: 734 930 1500

ADDRESS: 1304 EDGEWOOD AVE

EMAIL: JBMAARCH@HOTMAIL.COM

NAME:

PHONE NO:

ADDRESS:

EMAIL:

NAME:

PHONE NO:

ADDRESS:

EMAIL:

NAME:

PHONE NO:

ADDRESS:

EMAIL:

This Report is a Record of the Meeting Held:

Date: 12-1-2011 **Time:** 7:05pm – 7:35pm **Location:** AAA, Ann Arbor S. Main Street Branch

Presentation/AAA Participants:

<u>Name:</u>	<u>Representing:</u>	<u>Phone:</u>	<u>Email:</u>
Sandra Acquaro	AAA		sacquaro@aaamichigan.com
Margaret St. Andre	AAA	313-336-2965	mastandre@aaamichigan.com
Tony Smith	AAA	313-336-0854	tsmith@aaamichigan.com
Mickey Maniaci	AAA	734-973-7280	mlmaniaci@aaamichigan.com
Nancy Cain	AAA		ncain@aaamichigan.com
John Ecclestone	Grubb & Ellis	248-357-6567	john.ecclestone@grubb-ellis.com
Ken Scott	Grubb & Ellis	248-350-9500	ken.scott@grubb-ellis.com
Paul Oliver	Oliver Hatcher Const.	248-374-1100	poliver@oliverhatcher.com
Chris Arnold	NSA	248-477-2444	carnold@nsa-ae.com
Karl Onopa	NSA	248-477-2444	konopa@nsa-ae.com

Citizen Participants/Attendees:

<u>Name:</u>	<u>Address:</u>	<u>Phone:</u>	<u>Email:</u>
Kathleen Taylor	403 West Keech	734-971-8433	ktaylor270@aol.com
Richard Taylor	403 West Keech	734-971-8433	ktaylor270@aol.com
George Feldman	301 West Keech		georgefeldman@provide.net
Rolland Frey	301 Potter	734-663-1805	
Joan Frey	301 Potter	734-663-1805	
J B Moore	1304 Edgewood Ave.	734-930-1500	jbmaarch@hotmail.com

MEETING MINUTES

Project Presentation:

1. Sandra Acquaro (AAA Regional Director) opened the meeting and welcomed the group. This branch serves over 100,000 members and has been part of this neighborhood for quite a while. AAA welcomes the opportunity to share their proposed project concepts and get feedback from the community. Sandra introduced Chris Arnold from NSA Architects and Engineers to present the proposed project.
2. Chris Arnold described the site plan approval process and the citizen participation meeting as part of this process.
 - a) Part of the city ordinance, but glad for the opportunity to discuss the project with citizens interested in the project

copy:

- b) Opportunity to describe the project, take comments/concerns and use this information in ongoing development of the project for site plan approval.
 - c) A report of the meeting will be prepared and submitted to the city as part of the site plan approval process
3. Project particulars:
- a) Existing property currently provides 95 parking spaces
 - b) Proposed project to provide 36 paved parking spaces with (10) landbanked spaces intended for occasional overflow parking.
 - c) Doubles the amount of green space, reduces the amount of paved surface by 50%
 - d) Design allows the existing branch to remain in operation while the new building is constructed.
 - e) Main entry oriented to South Main Street
 - f) Proposed project improves handicapped access
 - g) New building is single story, no basement
 - h) New building footprint will be smaller than existing facility
 - i) Parking will be located adjacent to new building with small car overflow parking at existing lot west of proposed building, employee parking located on a portion of the south lot.
 - j) Landscaping scheme is still in design but will be upgraded on both lots (Citizen Participant George Feldman noted that he would like the existing Spruce trees bordering his property to remain and would welcome more trees if possible)
 - k) New project is 'green' and is intended to meet the USGBC's LEED 'Certified' level. Strategies under consideration are energy efficiency, water use efficiency, community connectivity, use of local and/or recycled materials, stormwater management, and indoor environmental quality, for example.
 - l) The project images presented are 'branding images' which show conceptual elevations from South Main Street. The main building height is approximately 18 feet in height, with taller tower at the entry. Proposed structure is generally lower in height than the existing facility.
 - m) More information regarding the site plan review process:
 - Project will be submitted to the planning commission before 12-27-11
 - There are 2 city council meetings
 - If project progresses through the review process, the review should be completed sometime in April or May with construction starting in the summer of 2012. New building should take approximately 9 months to complete, then the south lot demolition and regrading should take an additional 2 months (approximately).

Formal presentation was concluded and questions were invited:

Citizen Discussion:

1. George Feldman: How long will the noisy part of the construction last?
Paul Oliver from OHC responded: The noisiest portion of construction would likely be the equipment 'back-up' warning for the larger equipment used in site work and concrete. This work would be intermittent over the course of construction but would probably total to about 8 weeks for the north lot and for most of the south lot work after the operations moved to the new facility. Construction hours are planned to be from 7am to 3:30pm Monday through Friday.
2. Richard Taylor: Will the 'green' space be let for football parking?
John Ecclestone from Grubb-Ellis responded: The football game day parking will most likely continue. The extent of the landscaping has yet to be developed.
Chris Arnold (NSA) added: There will be landscaping as required by the city and we are looking into the possibility of locating seating area(s) near the South Main Street sidewalk. We are looking at using a gentle slope to transition from the north end at Potter to the south end at Berkely.
3. Richard Taylor: Will the south lot be developed in the future?
Tony Smith from AAA responded: The south lot will be 'buildable' but there is no current plan to do so.

4. Richard Taylor: What is the current zoning for the south lot?
Chris Arnold responded: It is currently zoned 'O' (office).
5. George Feldman: What kind of lighting is going to be used? Will it be on all night?
Chris Arnold responded: We need to develop a photometric study as part of the site plan submittal. The lighting will be provided per city requirements and also possibly according to LEED credit requirements providing greater lighting shielding/controls. The intent is to reduce as much light trespass as possible.
6. Richard Taylor: Is there an entrance on the north side of the building at West Keech?
Chris Arnold responded: No entrance but an exit door anticipated at that wall.
7. Richard Taylor: What is the setback at West Keech?
Chris Arnold responded: The setback is 15'-0" from the property line – about 20'-25' from the street.
8. Richard Taylor: Will Utilities have to be moved?
Chris Arnold responded: Probably yes. Extent is unknown as we are still in design. Stormwater detention will be underground, unlike the current system that goes directly to the storm drainage.
9. George Feldman: Will citizens get notice of city meetings?
Chris Arnold responded: Information should be available on the city website. Owner will not be forwarding emails or postcards.
10. Richard Taylor: Is there a purpose for the tower?
Chris Arnold responded: The main purpose besides marking the building entrance is to function as a 'branding element' that the owner has been developing for their new buildings.

Chris Arnold offered to field additional citizen questions as they have them – contact information is on the postcard.

Mickey Maniaci closed the meeting with a few comments: The current facility does not meet their current needs and the branch is looking forward to updating their facility. AAA has been glad to part of this community since the 1950's and is looking forward to continue on the relationship with the community. Thank you for this opportunity to share this goal with the neighborhood.

Should any question arise after review of this report, please contact NSA.

Prepared By:
NSA Architects, Engineers, Planners



Christopher C. Arnold, AIA
Vice President