



# City of Ann Arbor

## Formal Minutes - Final

### City Planning Commission

301 E. Huron St.  
Ann Arbor, MI 48104  
<http://a2gov.legistar.com/Calendar.aspx>

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Tuesday, November 15, 2022

7:00 PM

Larcom City Hall, 301 E Huron St, Second floor, City Council Chambers

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#### **1. CALL TO ORDER**

*Chairperson Shannan Gibb-Randall called the meeting to order at 7:01 pm, in Council Chambers at City Hall of Ann Arbor.*

#### **2. ROLL CALL**

*City of Ann Arbor Planning Manager, Brett Lenart, called the roll.*

*All Commissioners attended the meeting in-person.*

*Others Present: Planning Manager Brett Lenart, City Planners Jeff Kahan, and Chris Cheng.*

**Present** 9 - Mills, Gibb-Randall, Sauve, Abrons, Hammerschmidt, Disch, Lee, Clarke, and Wyche

#### **3. APPROVAL OF AGENDA**

**Moved by Wonwoo Lee, seconded by Sarah Mills, to Approve the Agenda as presented. On a voice vote, the Chair declared the motion carried unanimously.**

**4. MINUTES OF PREVIOUS MEETINGS**

- 4-a. [22-1874](#)** September 20, 2022 City Planning Commission Meeting Minutes

**Attachments:** 9-20-2022 CPC Approved Meeting Minutes.pdf

**Moved by Sarah Mills, Seconded by Lisa Disch, to Approve the September 20, 2022 City Planning Commission meeting minutes and forward to City Council. On a voice vote, the Chair declared the minutes unanimously approved.**

**5. REPORTS FROM CITY ADMINISTRATION, CITY COUNCIL, PLANNING MANAGER, PLANNING COMMISSION OFFICERS AND COMMITTEES, WRITTEN COMMUNICATIONS AND PETITIONS**

- 5-a. City Council**

- 5-b. Planning Manager**

- 5-c. Planning Commission Officers and Committees**

- 5-d. Written Communications and Petitions**

**[22-1875](#)** Various Communications to the Planning Commission

**Attachments:** Planning Commission response.pdf, Barton Hills Village Master Plan 2022 w Notice.pdf, Auchus.pdf, Mills - Griffith.pdf, Mirsky.pdf, Responsible Development Petition II via Chevy.pdf, Trudeau.pdf, Westphal.pdf, Letter of Support for UDC Amendment on Electrification\_10.23.22.pdf, Cedquist.pdf

**Received and Filed**

**6. PUBLIC COMMENT (Persons may speak for three minutes about an item that is NOT listed as a public hearing on this agenda. Please state your name and address for the record.)**

*Adam Jaskiewicz, Las Vegas Drive called in to let the Commission know the Zoom picture feed was not showing up. He said the audio was working, just not the picture. He said the picture (and audio) was visible on the You Tube feed.*

*Chair Gibb-Randall thanked him for letting them know.*

**7. PUBLIC HEARINGS SCHEDULED FOR NEXT BUSINESS MEETING**

**22-1877** Public Hearings Scheduled for Tuesday, December 6, 2022 Planning Commission Meeting

*Brett Lenart reported there are no new public hearings for the December 6th meeting.*

**Received and Filed**

**8. REGULAR BUSINESS – Project Presentation, Staff Report, Public Hearing, and Commission Discussion of Each Item**

- 8-a. 22-1869** 2118 Victoria Circle - Annexation and Zoning for City Council Approval - A request to annex this .4 acre single-family parcel into the City of Ann Arbor from Ann Arbor Township to obtain public utilities, and to zone the property R1A Single Family Dwelling. (Ward 1) Staff Recommendation: Approval

**Attachments:** 2118 Victoria Circle A Z Staff Report.pdf, 2118 Victoria Cir Zoning Map.pdf, 2118 Victoria Cir Aerial Map.pdf, 2118 Victoria Cir Aerial Map Zoom.pdf

**STAFF REPORT:**

*Jeff Kahan, City Planner, provided the Staff Report and was available for comments and questions.*

**PUBLIC HEARING:**

*Noting no public speakers, the Chair declared the public hearing closed.*

**Moved by Lisa Sauv , Seconded by Wonwoo Lee, that the Ann Arbor City Planning Commission hereby recommends that the Mayor and City Council approve the Annexation and R1A (Single-Family Dwelling District) Zoning of 2118 Victoria Circle from Ann Arbor Township into the City of Ann Arbor.**

**COMMISSION DISCUSSION:**

*The Commission took into consideration the presented petition and discussed the matter. [For a complete record of the discussion, please see available video format.]*

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**On a roll call vote, the Chair declared the motion carried unanimously. Vote: 9 - 0**

**Yeas:** 9 - Sarah Mills, Shannan Gibb-Randall, Elizabeth Sauve, Ellie Abrons, Sara Hammerschmidt, Lisa Disch, Wonwoo Lee, Sadira Clarke, and Donnell Wyche

**Nays:** 0

- 8-b.**      [22-1777](#)      2520 and 2540 Pontiac Trail Annexation - The petitioner is proposing to annex two parcels from Ann Arbor Township into the City of Ann Arbor, that total 5.897 acres, located on the east side of Pontiac Trail. The parcels are intended to be added to the, "Village of Ann Arbor" site plan in the future. The petitioner is intending to eventually request R4A (multiple family) zoning. Staff Recommendation: Approval

**Attachments:**      The Village of AA Annexation Staff Report 2520 and 2540 Pontiac Trail.pdf, 2520 and 2540 Pontiac Trl Zoning Map.pdf, 2520 and 2540 Pontiac Trl Aerial Map.pdf, 2520 and 2540 Pontiac Trl Aerial Map Zoom.pdf, Village of AA - Annex Exhibit - Forshee Parcels.pdf

**PROJECT PRESENTATION:**

*Tim Loughrin with Robertson Brothers Company, 6905 Telegraph Road, Suite 200, Bloomfield Hills, MI 48301 provided a brief overview of the annexation request.*

**STAFF REPORT:**

*Jeff Kahan, City Planner, reviewed further information on The Village of Ann Arbor multiple parcel annexations and was available for comments and questions.*

**PUBLIC HEARING:**

*Ken Garber, 28 Haverhill Court, Ann Arbor, spoke in support of this annexation, noting the project associated with these parcels is a massive project with original plans calling for 561 units, and will have a tremendous climate impact on this city. He said this proposed project really needs to go all-electric for the entire project; the developer very graciously changed his original plans and has agreed that the (320?) single-family homes are to go all-electric but the rental portion will remain with gas furnaces and appliances. He explained that Mr. Loughrin was nice enough to meet with a group of citizens in September where we talked about this at length and I realized this is unusual for Robertson Brothers to do this and raises some uncertainties for the company, but it really makes no sense in this climate crisis to go forward with gas in new construction, and I'm pretty confident that Robertson*

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*Brothers can find a way to do this and still maintain the economic viability of the project. Garber reiterated that this concern is not just his concern but pretty much the concern of the entire climate action community in Ann Arbor. He said he supports this project, we all do, as the City needs more housing, it's a good developer - we just need you to take this one more step, which we look forward to when your amended site plan comes back to the Planning Commission.*

*Noting no further public speakers, the Chair declared the public hearing closed.*

**Moved by Sarah Mills, Seconded by Lisa Disch, that the Ann Arbor City Planning Commission hereby recommends that the Mayor and City Council approve the Annexation of 2520 Pontiac Trail and 2540 Pontiac Trail from Ann Arbor Township into the City of Ann Arbor.**

**COMMISSION DISCUSSION:**

*The Commission took into consideration the presented petition and discussed the matter. [For a complete record of the discussion, please see available video format.]*

**On a roll call vote, the Chair declared the motion carried unanimously. Vote: 9 - 0**

**Yeas:** 9 - Sarah Mills, Shannan Gibb-Randall, Elizabeth Sauve, Ellie Abrons, Sara Hammerschmidt, Lisa Disch, Wonwoo Lee, Sadira Clarke, and Donnell Wyche

**Nays:** 0

*Commission break at 7:29 pm while Staff attempts to fix Zoom visibility issue.*

*Commission reconvened at 7:40 pm.*

**ROLL CALL**

*Chairperson Gibb-Randall recused herself from participation and vote on Agenda item 8-c noting she has worked on the petition project (she left the meeting).*

*Vice Chair Ellie Abrons assumed chairing of the meeting.*

**Present** 8 - Mills, Sauve, Abrons, Hammerschmidt, Disch, Lee, Clarke, and Wyche

**Absent** 1 - Gibb-Randall

- 8-c. [22-1871](#) 530 N. Division - A proposal to add a rear addition to the existing house and rezone this structure from R4C (Multiple-Family Dwelling District) to PUD (Planned Unit Development) to construct an approximately 8,000-square foot house containing 4-dwelling units with 6 bedrooms/unit. The PUD zoning is proposed to modify building setbacks, conflicting land use buffers, driveway width, landscaping, and open space requirements in exchange for an energy efficient and sustainable building. Staff recommendation: Approval

**Attachments:** 530 N. Division Staff Report, 530 N Division Draft Supp Regs.pdf, 530 N Division St Zoning Map.pdf, 530 N Division St Aerial Map Zoom.jpg, 530 N Division Site Plan.pdf, 530 N Division Architectural Plans.pdf, 530 N Division Citizen Participation Mtg.pdf

**PROJECT PRESENTATION:**

*Doug Selby provided the proposed project presentation (Doug & Jennifer Selby, Owner and petitioner).  
Kathy Keinath, P.E., Macon Engineering, LLC, was also available.*

**STAFF REPORT:**

*Chris Cheng, City Planner, provided the staff report.*

**PUBLIC HEARING:**

*Ed Mahoney, 1413 Shadford Road, Ann Arbor, read from a prepared statement: 'I have for 40 years owned the historic house at 524 N Division Street, south, and adjoining the 530 N Division Street proposed development. I started my family at the 524 N Division Street house and lived there for 9 years. When I am a widow, I plan on moving back and returning. I was a founding member of the Old Fourth Ward Historic District, penned the State documents to create the historic district non-profit status and I paid the State filing fee from my own finances at that time. I meticulously restored my wrap around porch, back to its' original grandeur, before the Historic District existed. I worked for the Environmental Protection Agency, in research, testing, and enforcement, receiving special achievement awards for my work that developed into a national truck emission testing; I have actively reduced the carbon footprint for over 50 years. I completely oppose to changing the zoning so that one individual person can reap the profit. I think the development at 530 N Division Street has been a smoke and mirrors project since it began. I was led to believe from Mr. Selby the existing building was going to stay and rehabbed back to its 1860 grandeur and an addition added that would be within its original structure footprint, enclosing the rear porches in the addition; however the plan shows the complete 3,000 square feet structure, including the basement, will be removed, and a new 8,000 square foot building will take its place. Apparently, whomever wrote the rezoning portion for the City was confused also. It*

states, the proposed Planned Unit Development (PUD) Supplemental Regulations allow the following use and configuration of the site. A 3-story addition on the rear of the existing quad-complex.

Sarah Eley, 1413 Shadford Road, Ann Arbor, said she appreciates listening. She spoke about the staff recommendation. 'Will not have a detrimental affect on public utilities or surrounding properties'. She said I don't know how the Planning group could proprot this without asking the adjacent homeowners - it seems over reaching. 416 trips of City service trucks up and down a one-way driveway that's never existed before, per the Solid Waste review of what would be needed to serve this 24-unit project, 4 different service trucks, every Monday, one-way, on North Division Street, which, to the City's credit, has a lot of foot traffic, a lot of bicycle traffic, no bike lane, since it ends almost 2 blocks up, and becomes a little white line. I really encourage you to walk down there to see the property to get the facts for yourself. By the time you reach about 520 N Division there is no bike lane, people are riding on the sidewalk or they're creating traffic, having to pull over to the left because they are riding in the street. Amazon trucks sit in front of the unit. So we go from 10 bedrooms to 24; one-way driveway, backing up and backing out every Monday - it is a detrimental affect to the neighbors. I'm afraid for public safety in that area, without being dramatic. 'Provides adequate justification for deviation from the Master Plan'. Can Mr. Selby deviate from using Electric Vehicle (EV) Ready carport stalls if only gas guzzling tenants should sign leases? Can he deviate from achieving Net Zero? How far can he go from deviating from Net Zero? As the City rezones, bends a lot of setbacks, makes so many accommodations and exceptions; are there teeth to those promises?

Dana Gilhead, tenant at 532 N. Division, Ann Arbor, said her husband and her realize that this project is probably moving forward and they are both in favor of this. She said, we are both graduate environmental students here at University of Michigan, but we never knew about this project and found out that this building is being renovated through receiving a Public Notice, two weeks ago. We will unexpectedly be losing our housing and this is having rippling effects on our lives, including the financial impacts of moving here and having to find new housing unexpectedly. We just wanted to bring up the point in the middle of the bustle of the exciting advances and sustainability projects and housing policy, let's not forget the human side of this issue. These decisions have real implications for lives and folks in Ann Arbor and at a minimum we need to make sure that tenants are being notified as soon as possible about these changes. Thank-you.

Tiffany Diaz, tenant at 532 N. Division Street, Ann Arbor, was also present in support of the previous speaker.

Ken Garber, 28 Haverhill Court, Ann Arbor, stated, as a renter himself in

*this town, he feels for the tenants of 530 N Division; this is a really tough time, especially to get back on the rental market, which I have to do periodically as well. He spoke in strong support of this project, which he said is unusual for him, to whole heartedly support a development petition - but this is a fantastic project. I didn't know Mr. Selby until I met him during our break, but I've been following his project from afar for several years, and I am confident that profit is not his motive here. He is deeply concerned about the climate crisis and wants to make a contribution that can set an example for others in Ann Arbor and elsewhere. This is a building built to passive house standards and more importantly living building challenge standards in other words, it produces more energy than it consumes - All electric, of course, no gas, extensive rooftop solar and battery storage but with a very tight building envelope, that breathes, using (ERV) energy recovery ventilation. It will employ recycled and ecological friendly materials and modular construction. They will seek to re-use as much of the previous building material as possible and keep and re-use all the stormwater on the site. This will be one of the most sustainable buildings in the country, but not necessarily the most expensive. Mr. Selby has said in the past that he doesn't think a Net Zero building should increase the rental rates beyond market value. This is a transformational plan for building that should be a model for rental housing, not just locally, but nationally. I'm very relieved to see that its come this far and I was puzzled that it has taken this long. I hope City Officials take Mr. Selby's comments to heart, about some of the hoops he's had to jump through, many which seem to have been unnecessary overall. Please approve this PUD and move it forward to City Council.*

*Chris Crockett, President of the Old Fourth Ward Association, said she's lived in the Old Fourth Ward Historic District for 42 years, only a block away from this project. 'From the beginning of this project, Doug Selby has consulted with us about his plans, his concept, and all the work he wanted to do on this site. We've been enthusiastic from the get go, and we really love this project. I've already sent you a letter, expressing the enthusiasm of the Old Fourth Ward Historic District Board, and I must say that Doug Selby is a model of involving the stakeholders in the neighborhood. We met with him on a number of occasions and also, we went before the Historic District Commission to advocate for their approval of this project, which they did. Our neighborhood is the most densely populated neighborhood in all of Ann Arbor and we have just about 100% turnover of population every year. This is a real challenge and I'm very sympathetic to the young women whom spoke about being displaced. It happens every single year as we have just about 100% turnover. There are very few of us whom are owner/occupants; we also have to endure a lot of things in terms of City neglect that this neighborhood and we're hoping that Doug Selby's project will shine a light on the importance of this neighborhood. Kingsley Street, where I live, has been a failing street for about a decade; yet the City pays no*



*attention to it. We want you to pay attention to how important this neighborhood is, and how beautiful it is, and what its' potential is. Doug Selby is doing that - this is a real sign of hope for this neighborhood, just as all the people who are owner/occupants, long term residents of this neighborhood, have also invested in making our houses more energy efficient, Doug Selby is doing the same here. We all moved here because we all wanted to be in a walkable neighborhood, long before it was ever in fashion. It's currently in fashion, but when we moved here, it was not - so I want you to really support this project. Thank-you.'*

*Noting no further public speakers, the Chair closed the public hearing.*

**Moved by Sarah Mills, Seconded by Lisa Sauvé, that the Ann Arbor City Planning Commission recommends that the Mayor and City Council approve 530 N. Division Street Planned Unit Development (PUD) Zoning District and Supplemental Regulations, and PUD Site Plan.**

**COMMISSION DISCUSSION:**

*The Commission took into consideration the presented petition and discussed the matter. [For a complete record of the discussion, please see available video format.]*

**AMENDMENT 1:**

**Moved by Sarah Mills, Seconded by Donnell Wyche, to Amend the proposed 530 N Division Supplemental Regulations as follows:**

- 1. Add max front yard setback of 25 feet.**
- 2. Prohibit Natural Gas connection.**
- 3. Require an Energy Efficiency standard.**

**DISCUSSION ON AMENDMENT 1:**

**VOTE ON AMENDMENT 1:**

**On a roll call vote the vote was as follows with the Vice Chair declaring the amendment carried.**

**Yeas:** 8 - Sarah Mills, Elizabeth Sauve, Ellie Abrons, Sara Hammerschmidt, Lisa Disch, Wonwoo Lee, Sadira Clarke, and Donnell Wyche

**Nays:** 0

**Recused:** 1 - Shannan Gibb-Randall

**VOTE ON MAIN MOTION AS AMENDED:**

**On a roll call vote, the Vice Chair declared the motion carried**

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**unanimously. Vote: 8 - 0.**

**Yeas:** 8 - Sarah Mills, Elizabeth Sauve, Ellie Abrons, Sara Hammerschmidt, Lisa Disch, Wonwoo Lee, Sadira Clarke, and Donnell Wyche

**Nays:** 0

**Recused:** 1 - Shannan Gibb-Randall

*Chair Gibb-Randall was invited back into the meeting and resumed chairing.*

### **ROLL CALL**

**Present** 9 - Mills, Gibb-Randall, Sauve, Abrons, Hammerschmidt, Disch, Lee, Clarke, and Wyche

- 8-d.**      [22-1873](#)      Amendments to Chapter 55 - Unified Development Code (UDC) Sections 5.16.6.O Accessory Uses and Structures - Personal-scale Solar Energy System to remove restrictions for installation of solar energy installations in single and two-family zoning districts; and to add a new Energy section to Article IV: Development Standards that would prohibit natural gas connections in all new construction, and substantially renovated or expanded buildings. Staff Recommendation: Postponement

**Attachments:**      Staff Report - Solar Accessory and Electrification - November 15 2022 Planning Commission.pdf, UDC Electrification Ordinance.pdf, UDC Solar Accessory Structure Amendments.pdf, Letter of Support for UDC Amendment on Electrification\_10.23.22.pdf

**STAFF REPORT:**

*Planning Manager, Brett Lenart, provided the staff report.*

**PUBLIC HEARING:**

*Randall Whittaker, Business Manager for Local Union Association 190 - Plumbers, Pipefitters, Gas Distribution Workers, and Heating, Ventilation, and Air Conditioning (HVAC) Service Technicians, in Ann Arbor, spoke against the ordinance, as currently written, mainly because it's too big of a jump, too fast. He said I'm certainly not speaking against sustainability and going green, but expressed concern that the proposed code amendments (no gas connections) states it would be applicable in all buildings after January 2023. He said he's fully for this, noting his members in Ann Arbor and for the University do geothermal, natural gas*

*connections, and plumbing and pipe fitting. I employ all of you to think about what this amendment might do, as written; go ahead and shut the natural gas line off to Ann Arbor right now and you will find out what that means, as this ordinance is written right now. You can't just flip a switch that fast; certainly work towards it. My members and myself, as an organization are on board with it towards zero emissions, but if you're going to flip a switch like this it is going to have negative consequences. It's already been brought up, the infrastructure, the capacity may be there; somebody may be telling you, it's there, maybe that's true, but you don't know for sure yet. From my point of view from what I see in Michigan and what I've been involved with, that infrastructure in Washtenaw County, especially in Ann Arbor, isn't there yet. Of course we can work towards it, all of you can work towards it, but again, as this ordinance is written, I'm asking you, at a very minimum, to postpone it, do some more research, and just know that the infrastructure isn't ready for such a big jump, so fast. Thank-you!*

*Ken Garber, 28 Haverhill Court, Ann Arbor, spoke in support of the Unified Development Code (UDC) Amendments. He said no one is talking about flipping the gas switch off to Ann Arbor; nothing will change January 1, 2023 or whatever date this takes effect - natural gas will still flow, unfortunately, to the vast majority of buildings to this city, which contribute the biggest, single percentage or green house gas emissions for the City, much more than even transportation. He named all-electric projects that the Commission has approved in the past two and a half years, adding that these show principle that this is possible for rentals, institutional buildings, and single-family homes. He said I believe, probably, the capacity is not there, if suddenly every developer wanted to jump in and do all their projects, simultaneously. It's a gradual process, and as projects come before the Commission sporadically, and if there are capacity problems I would hope they can be addressed in tandem. There can still be an upfront cost difference in going all-electric versus gas, but it's very small in relation to the overall project cost. Heat pumps are much more efficient than gas prices, in terms of British thermal units (BTUs) produces per unit energy and the higher price of electricity versus gas has now almost disappeared for utility costs should be at rough parity. He said in his discussion with Robertson Brothers the cost never came up, while other issues such as supply chain issues, Detroit Edison Energy (DTE) in insurgents when it comes to hooking up electric but not utility costs at the current natural gas prices. From a climate standpoint it's insane to keep putting gas in new construction; we're locking in greenhouse gas emissions for the next half century or more or we're going to have to retrofit it at a huge cost. I can't tell you how strongly I feel that this is - now there are no technical obstacles to going electric - yeah, there are DTE delays that the Roberston Brothers have experienced in other locations.*

*Ron Mucha, Morningside Group, stated my purpose is not to comment*

*on the merits of the electrification ordinance, but to speak to the language of the ordinance. He said the ordinance is fairly broad, and I imagine that's because it's just the starting point of discussions, but it does say that the applicability is all buildings constructed after January of 2023. So, I guess as you refine this ordinance, if it proceeds to become enacted, I believe that it would be reasonably necessary to exclude site plan approved that have buildings that have not yet been constructed, as of the date of the ordinance enactment, were that to happen. As in the case of our own projects at 1140 Broadway, it's a 3-phase project, approved in 2017; all of the site improvements, including any underground utilities, easements, everything that was necessary, were constructed during the project's first phase (which is complete) and the second phase is well under construction (about half built) and the third phase of the project has a To-Be-Determined commencement date. So, it's entirely possible, if not likely, that it would start construction after this ordinance would be enacted. Thank-you.*

*Noting no further public speakers, the Chair closed the public hearing.*

**Moved by Donnell Wyche, Seconded by Lisa Disch, that the Ann Arbor City Planning Commission hereby recommends that the Mayor and City Council approve An Ordinance to Amend Section 5.16.6 of Chapter 55 (Unified Development Code) of Title V Of Code of the City of Ann Arbor – (Personal Scale Solar Energy Systems);**

**and;**

**An Ordinance to Add Sections 5.27-5.29 to Chapter 55 (Unified Development Code) of Title V of Code of the City of Ann Arbor – (Electrification)**

**COMMISSION DISCUSSION:**

*The Commission took into consideration the presented petition and discussed the matter. [For a complete record of the discussion, please see available video format.]*

**Moved by Lisa Sauvé, Seconded by Donnell Wyche, to postpone UDC Amendments to the December 6, 2022, Planning Commission meeting.**

**On a voice vote the Chair declared the motion carried. Vote: 9-0**

**9. PUBLIC COMMENT (Persons may speak for three minutes on any item.)**

*Ken Garber, 28 Haverhill Court, Ann Arbor, thanked the Commission for taking up the issue of moving away from gas appliances in new construction, stating they were breaking new ground in Michigan, adding*

*that it's tremendously gratifying and exciting from his point of view. He commended them for their hard work and going in the direction, away from natural gas in new construction.*

**10. COMMISSION PROPOSED BUSINESS**

*Commissioner Mills suggested the Commission might want to add the following items to their list of future Work Plan items:*

- Conflicting land use buffers*
- Calculation of density by bedroom Floor Area Requirement (FAR) versus by unit*

**11. ADJOURNMENT**

**Moved by Donnell Wyche, Seconded by Lisa Disch, to adjourn the meeting at 10:18 pm. Without objection the meeting was unanimously adjourned.**

Shannen Gibb-Randall, Chairperson

/mia gale

eComments for the Commission may be left via our Legistar calendar page (column to the very right)  
<http://a2gov.legistar.com/Calendar.aspx>

Commission public meetings are held the first and third Tuesday of each month. Both of these meetings provide opportunities for the public to address the Commission. All persons are encouraged to participate in public meetings. Persons requiring translation or sign language services or other reasonable accommodations may contact the City Clerk's office at 734.794.6140; via e-mail to: [cityclerk@a2gov.org](mailto:cityclerk@a2gov.org); or by written request addressed and mailed to: City Clerk's Office, 301 E. Huron St., Ann Arbor, MI 48104. Requests need to be received at least two (2) business days in advance of the meeting.

Planning Commission meeting agendas and packets are available from the Legislative Information Center on the City Clerk's page of the City's website (<http://a2gov.legistar.com/Calendar.aspx> ). Agendas and packets are also sent to subscribers of the City's email notification service, GovDelivery. You can subscribe to this free service by accessing the City's website and clicking on the 'Subscribe to Updates' envelope on the home page.

(If an agenda item is postponed, it will most likely be rescheduled to a future date. If you would like to be notified when a postponed agenda item will appear on a future agenda please contact Planning staff. You may also call Planning and Development Services at 734-794-6265 during office hours to obtain additional information about the review schedule or visit the Planning page on the City's website ([www.a2gov.org](http://www.a2gov.org))

(Public Hearings: Individuals may speak for three minutes. Please state your name and address for the record.) Comments about a proposed project are most constructive when they relate to: (1) City Code requirements and land use regulations, (2) consistency with the City Master Plan, or (3) additional information about the area around the petitioner's property and the extent to which a proposed project may positively or negatively affect the area.)

These meetings are typically broadcast on Ann Arbor Community Television Network Comcast 16 / AT&T 99 live at 7:00 p.m. on the first and third Tuesdays of the month and replayed the following Saturdays at 8:00 PM. Recent meetings can also be streamed online from the CTN Video On Demand page of the City's website <https://a2gov.org/watchctn> . The complete record of this meeting is available in video format at <https://a2gov.org/watchctn>, or is available for a nominal fee by contacting CTN at (734) 794-6150

City Planning Commission regular meetings are transitioning to a hybrid meeting model. The City of Ann Arbor highly encourages the public to view and participate in public meetings remotely due to the high COVID-19 transmission rate in Washtenaw County. In order to prevent the transmission of COVID-19, protect the health of meeting attendees, minimize the possibility of disrupting the meeting, and thereby promote public participation by creating a safer meeting environment, City Council has established a regulation that all in-person attendees at meetings are required to wear a mask. See the Mask Requirement signage that is posted throughout City Hall. The City of Ann Arbor has existing COVID-19 safety rules that are required of visitors entering city facilities. If you choose to attend a meeting in-person, the following safety rules are expected to be observed. These include:

Masks - City Hall is mask friendly. Masks are available at the guest services desk in the lobby of Larcom City Hall.

Physical Distancing - Individuals should be physically distanced from one another at least 6 feet.

Illness - Anyone diagnosed with COVID-19, who has symptoms of COVID-19, or has had recent close contact with someone with COVID-19, should not attend a public meeting.