



# City of Ann Arbor

## Formal Minutes - Final

### City Planning Commission

301 E. Huron St.  
Ann Arbor, MI 48104  
[http://a2gov.legistar.com/  
Calendar.aspx](http://a2gov.legistar.com/Calendar.aspx)

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Tuesday, December 5, 2023

7:00 PM

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

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online at [a2gov.org/watchCTN](http://a2gov.org/watchCTN)

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or 888-788-0099 Enter Meeting ID: 977 6634 1226

**1. CALL TO ORDER**

*Chair Wonwoo Lee called the meeting to order at 7:00 pm in Council  
Chambers at City Hall of Ann Arbor.*

**2. ROLL CALL**

*Deputy Planning Manager Hank Kelley called the roll.*

*Others present:*

*Deputy Planning Manager Hank Kelley*

*City Planner Jill Thacher via Zoom*

**Present** 7 - Mills, Abrons, Hammerschmidt, Disch, Lee, Wyche, and  
Weatherbee

**Absent** 1 - Clarke

**3. APPROVAL OF AGENDA**

**Moved by Commissioner Wyche seconded by Councilmember  
Disch to approve the agenda. On a voice vote, the motion carried  
unanimously.**

**4. APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

**4-a.** [23-1932](#) November 14, 2023 Planning Commission Meeting Minutes

**Attachments:** November 14, 2023 City Planning Commission Meeting Minutes.pdf

**Moved by Commissioner Abrons seconded by Commissioner Sauve to approve the November 14, 2023 City Planning Commission meeting minutes. On a voice vote the minutes were unanimously approved as presented and forwarded to City Council.**

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

**5-a. City Council**

*Councilmember Disch reported:*

*-Lockwood PUD amendment was approved*

*-Rezoning and Site Plan for Briarwood was approved*

*-Downtown Premium adjustments approved*

*-TC1 setbacks approved*

**5-b. Planning Manager**

*Deputy Planning Manager Hank Kelley reported on the holiday Planning Commission schedule, noting the following*

*-No Working Session December 12, 2023*

*-Regular Session December 19, 2023.*

*-No meeting of Ordinance Revisions Committee the month of December and reconvening in February.*

*-2024: Working Session January 9, 2024 and one regular session in the month of January, on January 16, 2024.*

*-Steering Committee meetings for Comprehensive Plan are in the process of being scheduled for 2024.*

*- A community-wide survey is being prepared for circulation in December or January, asking residents to weigh in on goals for the plan, and assist in validating some assumptions.*

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

*-Commissioner Sauve noted she submitted resignation effective end of the year.*

*-Commissioner Abrons thanked Commissioner Sauve for her service on the Planning Commission, and reported that the Ordinance Revisions Committee met November 28, 2023 and discussed various things around zoning minimalism and unzoning.*

*-Chair Lee thanked Commissioner Sauve for her service on the Planning Commission.*

**5-d. Written Communications and Petitions**

**23-1936** Various Communications to the Planning Commission

**Attachments:** Allan email of opposition 228 Packard.pdf, Ateya Premiums email.pdf, Bieliauskas email of opposition Washtenaw Avenue Re-Zoning.pdf, Green email regarding Woodbury Gardens.pdf, Johnson email of concerns 1208 South State Street.pdf, Keene email of opposition.pdf, Kim email of opposition Washtenaw TC1.pdf, Kleinman Woodbury Gardens email.pdf, Kondelik email of opposition 1208 South University.pdf, Munoz email of opposition 228 Packard.pdf, Rein 721 Church Street email.pdf, Siwajek email of opposition 228 Packard Street.pdf, Stefani email of opposition 228 Packard Street.pdf, Trapp email of opposition 228 Packard Street.pdf, Zabawa email.pdf

**Received and filed.**

**ROLL CALL**

**Commissioner Clarke entered the meeting at 7:15 pm.**

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

**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.)**

*Claudius Vincenz, 545 S Fifth Avenue, spoke in opposition of 228 Packard PUD project and pink zoning.*

*Tom Stulberg, 1202 Traver Street, spoke in opposition of PUDs.*

*Seeing no additional speakers Chair Lee closed the Public Comment.*

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

**7-a. [23-1937](#) Public Hearings Scheduled for Tuesday, December 19, 2023, Planning Commission Meeting**

**Attachments:** 12-19-2023 CPC Notice of Public Hearing.pdf

*Deputy Planning Manager Hank Kelley reported:*

*-333 East William Street – Site Plan Approval - Zoned D1 (Downtown Core District) a proposal to demolish the existing credit union building and construct a 16-story residential complex with approximately 700 beds totaling approximately 230,000 square feet. Four tandem parking spaces are proposed mid-building facing the west. The ground floor of the residential building includes the leasing/amenity room, trash room, utility room, elevator/lobby space, maintenance room and townhouse units. A pool and amenity terrace are proposed on the 14th floor.*

*-Amendments to Chapter 55, Unified Development Code, related to Transportation Impact Analyses Requirements and Review Criteria - Section 5.29.8 Required Plan Information, Paragraph E Transportation Impact Analysis, is proposed to be amended by updating the reference from the 2010 Institute of Transportation Engineers' Transportation Impact Analysis for Site Development to the 2023 Institute of Transportation Engineers' Multimodal Transportation Impact Analysis for Site Development, eliminating listing individual components of the analysis to avoid inconsistency and redundancy, and providing separate requirements for area plans. Section 5.29.6 Site Plans, Paragraph E Criteria for Review of a Traffic Impact Analysis, is proposed to be amended by updating references from traffic and/or parking impact analysis to multimodal transportation impact analysis and street or traffic improvements to transportation improvements.*

**8. UNFINISHED BUSINESS**

*None.*

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

9-a. [23-1942](#) 1001 Cornwell Place Street Vacation

A proposal to vacate Cornwell Place, a one-block street extending east from N. Ingalls Street. All properties abutting Cornwell Place are owned by the applicant, the University of Michigan. Staff recommendation: approval.

**Attachments:** Staff Report 1001 Cornwell Street Vacation.pdf, Cornwell Place Survey.pdf, 1001 Cornwell PI Aerial Map.pdf, 1001 Cornwell PI Zoning Map.pdf

*PROJECT/PRESENTATION:*

*Michael Rein noted there was no project presentation, but would answer questions as needed.*

*STAFF REPORT:*

*City Planner Jill Thacher presented the staff report for the proposed request.*

*PUBLIC HEARING:*

*Seeing no speakers Chair Lee closed the Public Hearing.*

*COMMISSION DISCUSSION:*

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

**Moved by Councilmember Disch seconded by Commissioner Abrons that**

**The Ann Arbor City Planning Commission hereby recommends that the Mayor and City Council approve the Cornwell Place Street Vacation.**

**On a roll call vote the vote was as follows with Deputy Planning Manager Kelley declaring the motion carried. Vote 9-0.**

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

**Nays:** 0

**9-b.**      **23-1943**    Transportation Impact Analyses Requirements and Review Criteria - Unified Development Code Amendments

Amendments to Chapter 55 (Unified Development Code) Sections 5.29.8 and 5.29.6 related to Transportation Impact Analyses Requirements and Review Criteria. Amendments to Sections 5.29.8 “Required Plan Information” Paragraph E “Transportation Impact Analysis” and Section 5.29.6 “Site Plans” Paragraph E “Criteria for Review of a Traffic Impact Analysis”. Staff recommendation: postponement to 12-19-2023.

**Attachments:**    2023-12-05\_CPC\_Transportation MTIA UDC Staff Report.pdf, 2023-12-05\_CPC\_Transportation MTIA UDC Ordinance.pdf, 2023-06-27\_ORC\_Staff Memo MTIA Requirements Standards.pdf

**STAFF REPORT:**

*Deputy Planning Manager Hank Kelley noted due to a clerical error Staff recommends postponement.*

**PUBLIC HEARING:**

*Seeing no speakers Chair Lee closed the Public Hearing.*

**COMMISSION DISCUSSION:**

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

**Moved by Commissioner Hammerschmidt seconded by Commissioner Mills that**

**The City Planning Commission proposes the postponement of this item to the December 19, 2023 Planning Commission meeting.**

**On a voice vote the vote was as follows with Chair Lee declaring the motion carried. Vote 9-0.**

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

**Nays:**    0

**10.      OTHER BUSINESS**

**10-a.**     [23-1944](#)    FY24-29 Updated Capital Improvements Plan (CIP)

Staff presentation of “adjustment year” CIP plan updates for fiscal years 2024-2029 and request for adoption. Staff recommendation: approval.

**Attachments:**    2023-12-05\_CPC\_FY24-29 CIP Staff Report.pdf,  
                          2023-12-05\_CPC\_FY24-29 CIP Draft for Adoption.pdf,  
                          2023-12-05\_CPC\_FY24-29 CIP New Projects.pdf,  
                          2023-12-05\_CPC\_FY24-29 CIP Project Clean-up.pdf,  
                          2023-12-05\_CPC\_FY24-29 CIP WS Response Memo.pdf

**STAFF REPORT/PRESENTATION:**

*City Capital Projects Asset Manager Kayla Coleman presented the staff report for the proposed request.*

**PUBLIC HEARING:**

*Seeing no additional speakers Chair Lee closed the Public Hearing.*

**COMMISSION DISCUSSION:**

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

**Moved by Commissioner Wyche seconded by Commissioner Mills that**

**The City Planning Commission approves the Updated FY2024-2029 Capital Improvements Plan as a supporting document for the City’s Comprehensive Plan and recommends that City Council approve it as the basis for the FY2025 Capital Budget.**

**On a voice vote the vote was as follows with Deputy Planning Manager Kelley declaring the motion carried. Vote 9-0.**

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

**Nays:**    0

**10-b.**     [23-1945](#)    2024 Calendar Adoption

**Attachments:** 2024 CPC Meeting Schedule.pdf

**STAFF PRESENTATION/REPORT:**

*Deputy Planning Manager Kelley presented the proposed 2024 City Planning Commission meeting calendar.*

**Moved by Commissioner Wyche seconded by Councilmember Disch that**

**Commission approves adoption of the 2024 City Planning Commission meeting calendar.**

**On a voice vote the vote was as follows with Chair Lee declaring the motion carried. Vote 9-0.**

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

**Nays:** 0

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

*Seeing no speakers Chair Lee closed the Public Comment.*

**12. COMMISSION PROPOSED BUSINESS**

*Chair Lee thanked Commissioner Sauve for her service on the City Planning Commission.*

**13. ADJOURNMENT**

**Moved by Commissioner Wyche seconded by Commissioner Mills to adjourn the meeting at 8:13 pm. On a voice vote Chair Lee declared the motion carried unanimously.**

Wonwoo Lee, Chairperson

/courtney manor

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 have transitioned to a hybrid meeting model. The City of Ann Arbor highly encourages the public to participate in public meetings, either in-person or remotely.

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:

City Hall is mask-friendly to all guests at all times.

Masks will be required for all meeting participants and guests when the local CDC Community Level in Washtenaw County is high. Check the current level for Washtenaw County through the CDC's website [here](#).

Please do not attend if you are sick for any reason, including having symptoms or a diagnosis of COVID-19, or have recently been in close contact with someone with COVID-19. Several other attendance options are available when you are sick or in quarantine, or simply for your convenience.