



City of Ann Arbor

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

Meeting Minutes City Planning Commission

Tuesday, April 5, 2011

7:20 PM Main Street County Administration Bldg - Board Room

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. Persons with disabilities are encouraged to participate. Accommodations, including sign language interpreters, may be arranged by contacting the City Clerk's Office at 734-794-6140 (V/TDD) at least 24 hours in advance. 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>) or on the 5th floor of City Hall on the Friday before the meeting. 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 red envelope at the top of the home page.

These meetings are typically broadcast on Ann Arbor Community Television Network Channel 16 live at 7:00 p.m. on the first and third Tuesdays of the month and replayed the following Wednesdays at 10:00 AM and Sundays at 2:00 PM. Recent meetings can also be streamed online from the CTN Video On Demand page of the City's website (www.a2gov.org).

1 CALL TO ORDER

Chair Mahler called the meeting to order at 7:00 PM.

2 ROLL CALL

Rampson called the roll.

Present 8 - Bona, Pratt, Mahler, Carlberg, Woods, Derezinski, Westphal, and Giannola

Absent 1 - Briggs

3 APPROVAL OF AGENDA

Motion made by Commissioner Westphal, seconded by Pratt to approve the agenda as presented. On a voice vote the agenda was approved.

4 INTRODUCTIONS

None

5 MINUTES OF PREVIOUS MEETING

Westphal asked if action could be postponed since he hadn't had an opportunity to review the minutes.

Carlberg noted that she had experienced difficulty in accessing the minutes through Legistar.

Woods added that it is confusing to find the minutes since they are several layers deep in Legistar.

- a** [11-0242](#) City Planning Commission Meeting Minutes of January 20, 2011

A motion was made by Carlberg, seconded by Vice Chair Westphal, that the Minutes be Postponed until the next Planning Commission meeting. On a voice vote, the Chair declared the motion carried.

- b** [11-0336](#) City Planning Commission Meeting Minutes of February 8, 2011

A motion was made by Carlberg, seconded by Vice Chair Westphal, that the Minutes be Postponed until the next Planning Commission meeting. On a voice vote, the Chair declared the motion carried.

6 REPORTS FROM CITY ADMINISTRATION, CITY COUNCIL, PLANNING MANAGER, PLANNING COMMISSION OFFICERS AND COMMITTEES, WRITTEN COMMUNICATIONS AND PETITIONS**a City Administration**

Rampson reported that the City budget will be presented to City Council on April 11 at a working session, followed by a Town Hall meeting on April 13, where the City Administrator will be available to respond to the community's questions.

Rampson invited all Commissioners to Roger Fraser's farewell party scheduled for April 29.

b City Council

Derezinski reported that City Council, at their meeting last night,, voted down the letter of intent for the Library Lot proposal, with a 9-2 vote thereby stopping the process and welcoming new proposals.

Derezinski also reported that Council approved the Parcel-by-Parcel Plan, which was a collaborative effort with the Downtown Development Authority. He explained that it was a two-fold issue involving development of City-owned parcels and the role that the DDA would play in this process.

c Planning Manager

Rampson reported that at the next Planning Commission working session, the Commission will be discussing their annual retreat as well as the possibility of moving ahead with the Request for Proposal for the State Street corridor plan.

Rampson reported that the Annual Commission/Staff Retreat was set for April 26 from 3:00 – 8:30PM and would begin at the AATA offices on South Industrial Highway.

Rampson reported that the staff continues to work on the Medical Marijuana ordinance, noting that City Council had approved the licensing part of the ordinance at first reading and will now move on to the zoning amendments.

c-1 [11-0416](#) April Meeting Calendar

Received and Filed

d Planning Commission Officers and Committees

Rampson reported that the Brownfield Committee had met twice to discuss the Packard Square development, and staff is hopeful that there will be a recommendation ready in time for the May 2, 2011 City Council meeting, which is when the project is scheduled to go before Council.

e Written Communications and Petitions

e-1 [11-0415](#) Various Correspondence to the Planning Commission

Received and Filed

7 AUDIENCE PARTICIPATION (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.)

None

8 PUBLIC HEARINGS SCHEDULED FOR NEXT BUSINESS MEETING

None

- 9 **REGULAR BUSINESS - Staff Report, Public Hearing and Commission Discussion of Each Item** (If an agenda item is tabled, it will most likely be rescheduled to a future date. If you would like to be notified when a tabled agenda item will appear on a future agenda, please provide your email address on the form provided on the front table at the meeting. 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).)

(Public Hearings: Individuals may speak for three minutes. The first person who is the official representative of an organized group or who is representing the petitioner may speak for five minutes; additional representatives 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.)

- 9-1 [11-0342](#) Amendments to Chapter 8 (Organizations of Boards and Commissions) and Chapter 57 (Subdivision and Land Use Control) to establish a Design Review Board and Design Review Procedures for Certain Downtown Properties

PUBLIC HEARING:

Rampson presented the staff report and gave background information on the proposed amendments.

Ethel Potts, 1014 Elder Boulevard, Ann Arbor, spoke on the various parts of the A2D2 process, noting that these amendments will hopefully tie them all together. She said it will be a challenge in putting the overlapping parts together and discovering whether all the components of the design and zoning process do work. She stated that she wished the various parts would have integrated more throughout the process.

Potts asked what the City Planning Commission is expecting from the design guidelines. Is it better quality or architecture, suitability, scale, or context. She said one will find that these elements are actually in the zoning part. Potts noted that she believed the process is good and now the challenge is how the Planning Commission decides to use it or not use it and in finding out what the legal force behind it is. She said it will be a learning experience for all and interesting to follow the course this process takes.

COMMISSION DISCUSSION:

Bona said that it is exciting to have the guidelines finally ready to be implemented. She said what's most important is to have a document that describes what the City wants up front. She said it was a helpful communication tool and it was important to get started and try out the new design guidelines.

Mahler referenced Section 1:239 (3) (c) "To report periodically to City Council regarding the effectiveness of the design review process and make recommendations for any changes to the Downtown Design Guidelines", asking how

the Design Review Board would analyze the effectiveness of the review process and how that would be measured.

Westphal said that as each new project comes through the Review Board, they would keep track of what worked for both the petitioner and the City and what needs to be clearer. He believed that there was a desire for open communication between the Board and the City Council regarding keeping track of how well the process was working. He hoped that recording these efficiencies could be a part of the overall review as well.

Derezinski noted that early discussions for these guidelines were that if they proved useful, The City could adopt them into the code.

A motion was made by Vice Chair Westphal, seconded by Bona, that The Ann Arbor City Planning Commission hereby recommends that the Mayor and City Council approve amendments to Chapter 8 (Organizations of Boards and Commissions) to add a new Section 1:239 Design Review Board; and Chapter 57 (Subdivision and Land Use Control), amendments to Sections 5:136, 5:137, 5:138, and 5:139, to establish applicability and procedures for the Design Review Board. On a roll call, the vote was as follows with the Chair declaring the motion carried.

Unanimously passed: 8-0 and moved on to City Council.

Yeas: 8 - Bonnie Bona, Evan Pratt, Eric A. Mahler, Jean Carlberg, Wendy Woods, Tony Derezinski, Kirk Westphal, and Diane Giannola

Nays: 0

Absent: 1 - Erica Briggs

10 AUDIENCE PARTICIPATION (Persons may speak for three minutes on any item.)

Ethel Potts, 1014 Elder Boulevard, Ann Arbor, said she had found a section referencing who the guidelines were intended for and that they must meet all criteria.

11 COMMISSION PROPOSED BUSINESS

None

12 ADJOURNMENT

Unanimously adjourned at 7:35 PM.

A motion was made by Westphal, seconded by Pratt, that the meeting be Adjourned. On a voice vote, the Chair declared the motion carried.

**Eric Mahler, Chair
mg**