

**CHARTER TOWNSHIP OF YPSILANTI
PLANNING COMMISSION MEETING
Tuesday, November 14, 2023
6:30 pm**

COMMISSIONERS PRESENT

Bill Sinkule, Chair
Gloria Peterson
Larry Doe
Muddasar Tawakkul

STAFF AND CONSULTANTS

Fletcher Reyher, Planning and Development Coordinator
Dennis McLain, Ypsilanti Township Attorney

- **CALL TO ORDER/ESTABLISH QUORUM**

MOTION: Mr. Sinkule called the meeting to order at 6:30 pm.

- **APPROVAL OF OCTOBER 24, 2023, REGULAR MEETING MINUTES**

MOTION: Mr. Tawakkul **MOVED** to approve the October 24, 2023, regular meeting minutes. The **MOTION** was **SECONDED** by Mr. Doe and **PASSED** by unanimous consent.

- **APPROVAL OF AGENDA**

MOTION: Mr. Doe **MOVED** to approve the proposed agenda. The **MOTION** was **SECONDED** by Mr. Tawakkul and **PASSED** by unanimous consent.

- **PUBLIC HEARINGS**

None

- **OLD BUSINESS**

None

- **NEW BUSINESS**

- **PRELIMINARY SKETCH SITE PLAN – CALIBER COLLISION – 1133 E. MICHIGAN AVENUE – PARCEL K-11-10-125-014** – TO CONSIDER THE PRELIMINARY SKETCH SITE PLAN APPLICATION OF CALIBER COLLISION TO PERMIT THE USE OF THE EXISTING BUILDING / SITE FOR AN AUTOMOBILE COLLISION BUSINESS FOR A 3.4 ACRE PARCEL ZONED RC – REGIONAL CORRIDOR WITH A SITE TYPE C DESIGNATION.

Mr. Fletcher Reyher, Planning and Development Coordinator, presented to the Commission the preliminary sketch plan for a Caliber Collision to be located at 1133 East Michigan Avenue. This property is zoned RC regional corridor with a site type C designation. Caliber Collision is requesting sketch plan approval to move their operation into the existing building that's located on the property. Caliber Collision offers collision repair, auto repair, glass repair, and other automotive services. The Charter Township of Ypsilanti 2040 Master Plan designates this site for Mixed Use Corridors, a designation intended to develop transportation arteries with a mixture of residential, commercial, office and employment use. Regional Mixed-Use corridor areas are located along the busiest corridors (East Michigan Avenue).

Mr. Fletcher Reyher presented the Commission with an aerial view of the property in discussion.

The building has historically been used for automotive services. There is vacant land on the north of the property, Industrial and automotive services to the south, and Commercial uses at the east and west of the property. The subject parcel is relatively flat. The site has woodlands on the northern portion of the property. According to FEMA MAP, the site is in an area of minimal flood hazard. The land will be used for collision business.

This property has an extensive history of special land use approvals from the Planning Commission for various automotive purposes. The first being June 26, 2001, the Planning Commission granted a special conditional use permit for vehicle sales and a collision facility. September 10, 2002, the Planning Commission granted a Special Conditional Use Permit to operate an auto body collision shop as an accessory use to the RV Dealership. March 27, 2007, the Planning Commission granted a Special Conditional Use Permit to allow for the sale of new and used tractor-trailer trucks as opposed to RVs.

Caliber Collision would continue the special land use approvals already granted to the property with the caveat that there would be no automobile sales and only be used as a collision shop. It is to be noted that in the future, this site would not be allowed to change back into automobile sales, it would specifically be used for collision if Caliber Collision is there.

Non-Conformities: Since the site has historically been used for auto body work and collision repair work, the planning department finds this use appropriate. There would be no tractor-trailers stored on site, the site would be used for servicing automobiles, screened behind a fence to the rear of the property. 1133 East Michigan Avenue is a Class B Nonconforming Structure. Caliber Collision can use what is already there, they are not permitted to expand or enlarge the building that's currently on the site.

Parking: Caliber Collision has met all the minimum parking standards set by the township zoning ordinance. The Planning Department will require that the applicant paint / restripe the existing parking lot. The applicant will be required to have a minimum of 5 barrier free parking spaces and the provision of one bicycle rack, as required by the township zoning ordinance.

Landscaping: The landscaping plan provided by Caliber Collision complies with the current zoning ordinance.

Dumpster: Applicant has included a dumpster enclosure on the plans. The applicant will be utilizing the existing lighting on site.

Lighting: The Planning Department will require that all lights be properly shielded to avoid projecting light onto adjacent properties.

Elevations: Caliber Collision does not propose any major modifications to the elevations of the building. The Planning Department requires that the applicant re-paint the front façade of the building and remove the old sign outline.

Fencing: There is an existing wooden privacy fence which screens the rear of the property, where the storage of the automobile is present. The planning department plans on asking the applicant to assess the condition of the fence and repair any fencing that is damaged. Mr. Fletcher Reyher stated that the fence is in good shape, and it would require some cleaning.

The Planning Department makes the following recommendations to the Planning Commission:

- Provide required bicycle parking.
- Provide new fence plans that are permitted per the Township Zoning Ordinance. (The applicant has already submitted the fence plans)
- Ensure that all existing lights are appropriately shielded.
- Repaint the front façade to ensure the previous sign outline is not present.
- Restripe the parking lot.

- Address all outstanding comments as provided in the letters attached to the Director's Report.
- The applicant shall provide a sidewalk connect from Michigan Ave internal to their site.
- The applicant shall also verify the existing sidewalk along Michigan.
- The applicant shall provide the location of all barrier-free parking spaces on the plans. It should be van accessible.
- Any other conditions based upon Planning Commission discussion.

Reviews of different departments:

- **OHM:** The engineering consultant recommends approval for the Planning Commission's consideration, listed in the report.
- **Fire Department:** Ypsilanti township Fire Department approved the plans conditionally. The fire marshal has some concerns about the change in use, which would require automatic sprinkler systems and proper fire hydrant coverage.
- **YCUA:** Scott Westover had no concerns or objections with the project.

Mr. Fletcher Reyher informed the Commission of the minor items that require to be addressed; the retention pond at the rear of the building that needs to be cleaned and can adequately hold stormwater. These items will be addressed at the time of the final site plan.

Mr. Doe inquired about cameras on the property; Mr. Fletcher Reyher stated that they have been mentioned in the suggested motion. The applicant would be entering into a development agreement with the township which outlines the requirement for security cameras. The Planning Commission would also like to discuss the hours of operation.

Mr. Tawakkul inquired if the applicant agreed with the recommended changes; Tim Dearman partner with old Ken McDonald, who has developed for Caliber Collision in 10 states. Mr. Dearman presented a colored presentation of the elevation and informed that Caliber Collision try to create a consistent look across their 1700 locations in 41 states. Caliber Collision are closed over the weekends, their hour of operation is from Monday – Friday (7:30 am – 5:30 pm). They hire about 18-24 technicians. Caliber Collision is very active in food banks in the communities; American Heart Association and they give away cars to veterans. Caliber Collision has got four approved sites. They are under construction in the towns of Adrienne, Mount Pleasant and Jackson. A total wrecked vehicle is never on the lot for more than 48 hours, it is hauled out once reviewed by Insurance.

MOTION: Mr. Tawakkul **MOVED** to approve the preliminary sketch site plan of Caliber Collision to permit the use of the existing building / site for an automobile collision business for a 3.4-acre site zoned RC – Regional Corridor with a Site Type C Designation, located at 1133 E. Michigan Avenue, Ypsilanti, MI 48198, Parcel K-11-10-125-014, with the following conditions:

- The applicant shall address all outstanding comments from reviewing agencies prior to Final Site Plan approval.
- The applicant shall obtain all applicable internal and outside agency permits prior to construction.
- The applicant shall provide the required bicycle parking.
- The applicant shall provide the Planning Department with revised fence plans that are permitted per the Township Zoning Ordinance.
- The applicant shall ensure that all existing light fixtures are functioning and properly shielded.
- The applicant shall repaint the front façade of the building.
- The applicant shall repaint / restripe the parking lot.
- The applicant shall provide the location of all barrier-free parking spaces on the final site plan. The applicant shall provide a minimum of five (5) barrier-free parking spaces, including one (1) van-accessible space, as required by the Township Zoning Ordinance.
- The applicant shall provide a sidewalk connect from Michigan Ave internal to their site. The applicant shall also verify the existing sidewalk along Michigan Ave, any barrier-free parking spaces and access aisles, and any existing on-site sidewalks are compliant.
- Caliber Collision will enter into a development agreement pursuant to the Final Site Plan Approval with the Township.
- Any other conditions based upon Planning Commission Discussion.

The **MOTION** was **SECONDED** by Mr. Doe

Roll Call Vote: Mr. Tawakkul (Yes); Mr. Doe (Yes); Ms. Peterson (Yes); Mr. Sinkule (Yes).

MOTION PASSED.

- **FINAL SITE PLAN APPROVAL EXTENSION – YPSILANTI TENNIS CLUB – 3160 W. MICHIGAN AVENUE – PARCEL K-11-18-340-001 – TO CONSIDER THE REQUEST TO EXTEND THE FINAL SITE PLAN APPROVAL GRANTED TO YPSILANTI TENNIS CLUB ON DECEMBER 14, 2022.**

Mr. Fletcher Reyher, Planning and Development Coordinator, presented to the Commission the request made on October 30, 2023, from the applicant of the Ypsilanti tennis club to be located at 3160 West Michigan Avenue for an extension of their final site plan approval for one year. This extension would be granted from December 14, 2023, until December 14, 2024.

The preliminary site plan that was approved by the Planning Commission and the final site plan approved by the township administratively on December 14, 2022, has been included in the packet. The Planning Commission has the authority to extend the final site plan approvals and would work with the applicant to submit all the required approvals and permits prior to scheduling the preconstruction meeting. The Planning Commission reckons that the tennis project would be an asset to the community.

Mr. Tawakkul inquired the reasons for the delay; Mr. Fletcher Reyher stated there were multiple reasons; financing, hiring of project managers and the construction companies to build the project. They plan to start the construction during spring of 2024.

Mr. Fletcher Reyher shared with the Commission the partial water design and the landscaping with a fountain.

Mr. Tawakkul inquired if the project required a development agreement; Mr. Fletcher Reyher stated that the suggested motions don't reflect the need, but he would clarify and correspond it back to the Commission.

MOTION: Mr. Tawakkul **MOVED** to approve the extension.

The **MOTION** was **SECONDED** by Mr. Doe

Roll Call Vote: Mr. Tawakkul (Yes); Mr. Doe (Yes); Ms. Peterson (Yes); Mr. Sinkule (Yes).

MOTION PASSED.

- **OPEN DISCUSSIONS FOR ISSUES NOT ON AGENDA**

- **Correspondence received.**

Mr. Fletcher Reyher informed the Commission on the availability of literature at the stand.

Mr. Fletcher Reyher informed Ms. Peterson of adding her to the Michigan Association of planning mailing lists.

- **Planning Commission members**

None to Report.

- **Members of the audience**

None to Report.

- **TOWNSHIP BOARD REPRESENTATIVE REPORT**

None to Report.

- **ZONING BOARD OF APPEALS REPRESENTATIVE REPORT**

None to Report.

- **TOWNSHIP ATTORNEY REPORT**

None to Report.

- **PLANNING DEPARTMENT REPORT**

Mr. Fletcher Reyher informed the Commission that Roundhouse continues to make efforts to construct their new building and gas station. The Children’s Healing Center is continuing to on their project.

Meeting for December 12, 2023, is still under consideration.

- **OTHER BUSINESS**

None to Report.

- **ADJOURNMENT**

MOTION: Mr. Doe **MOVED** to adjourn at 7:01 pm. The **MOTION** was **SECONDED** by Ms. Peterson and **PASSED** by unanimous consent.

Respectively Submitted by Minutes Services.