

# CITY PLANNING COMMISSION COMMITTEE DESCRIPTIONS

## STANDING COMMITTEES

**Ordinance Revisions Committee** - The primary responsibilities of this committee are to identify needed ordinance revisions and to work with planning staff and citizens committees to create or amend City ordinances.

*Status:* Active  
*Meeting Frequency:* Monthly, depending on what is assigned  
*Number of CPC Members:* 4  
*Current or Most Recent CPC Assignments:* Bona, Carlberg, Mahler, Westphal

**Master Plan Revisions Committee** – This committee, first formed in FY 2003, is charged with advising the full Commission on the content and format of the City Master Plan, and with providing comments on the master plans of adjacent jurisdictions.

*Status:* Active  
*Meeting Frequency:* Monthly, depending on what is assigned  
*Number of CPC Members:* 3  
*Current or Most Recent CPC Assignments:* Briggs, Giannola, Pratt

**Executive Committee** – This committee is comprised of the Planning Commission Officers. It serves to guide the ongoing and day to day functions of the Planning Commission, to identify specific topics of interest for special meetings and the annual retreat.

*Status:* Active  
*Meeting Frequency:* Quarterly  
*Number of CPC Members:* 3  
*Current or Most Recent CPC Assignments:* Mahler, Westphal, Giannola

## AD HOC COMITTEES

The following committees are not Planning Commission committees per se, but are committees which have one or more Planning Commissioners as members.

**Capital Improvements Review Subcommittee** - The purpose of this committee is to review the projects that are included in the Capital Improvements Plan, and to prioritize them. In 2001, it was recreated by Council resolution as a subcommittee of the Council's Budget/Finance Advisory Committee.

*Status:* Active  
*Meeting Frequency:* Approximately monthly, May - August; more often, September - November  
*Number of CPC Members:* At least 2  
*Current or Most Recent CPC Assignments:* Carlberg, Pratt, Westphal

**CPC/DDA Partnership Committee** - This committee was created by Commission resolution in May 1998 to work with the DDA and its appropriate committees to ensure that longer-term planning viewpoints are considered early in the process of replacing parking structures and siting new structures.

*Status:* Active  
*Meeting Frequency:* As Needed  
*Number of CPC Members:* 1  
*Current or Most Recent CPC Assignments:* Bona

**Environmental Commission** - This commission was formed by City Council in 2000 by ordinance, which requires one member of the Planning Commission to be considered for appointment by Council. Its roles and responsibilities are found in Chapter 8, Section 1:237, of the Ann Arbor Code of Ordinances.

*Status:* Active  
*Meeting Frequency:* Monthly  
*Number of CPC Members:* Up to 1  
*Current or Most Recent CPC Assignments:* Westphal

**Zoning Board of Appeals** – Section 601(3) of the *Michigan zoning enabling act* of 2006 (Enrolled House Bill No. 4398) requires that “[o]ne of the regular members of the zoning board of appeals shall be a member of the zoning commission or planning commission.” The representative of the Planning Commission is appointed by Council. The board’s roles and responsibilities are found in Chapter 55, Section 5:98.

*Status:* Active  
*Meeting Frequency:* Monthly  
*Number of CPC Members:* Up to 1  
*Current or Most Recent CPC Assignments:* Briggs

**Flood Plain Sub-Committee** (to the Ordinance Review Committee) – The primary purpose of this subcommittee shall be to work with City staff to prepare a comprehensive floodplain ordinance for review by the Ordinance Revisions Committee and recommendation to the City Planning Commission for subsequent review and recommendation to City Council

*Status:* Inactive  
*Meeting Frequency:* As needed. No meetings in 2008. Will resume in 2010, meeting every 2 to 4 weeks until Floodplain Management Ordinance is approved by Council  
*Number of CPC Members:* No less than 3, including no less than 1 Officer  
*Current or Most Recent CPC Assignments:* Mahler, Pratt Westphal

**Washtenaw Avenue Talent Center** – This effort, led by Washtenaw County, seeks to work collaboratively with multiple municipalities and transportation authorities to consider ways to improve land use and transportation patterns along Washtenaw Avenue from Platt Road to the City of Ypsilanti. Team members commit to communicate the vision for corridor transformation, keep their organizations up to date of the process, bring concerns to this group and develop a plan that provides detailed implementation steps to achieve the goals for the area.

*Status:* Active  
*Meeting Frequency:* Bi-Monthly  
*Number of CPC Members:* 2  
*Current or Most Recent CPC Assignments:* Mahler, Westphal

**Area, Height and Placement Community Outreach Effort** – An Advisory Committee was formed by City Council on March 16, 2009 by resolution to work closely with city staff regarding the proposed amendments to Chapters 55 (Zoning) and 59 (Off-Street Parking) primarily pertaining to the Area, Height and Placement standards that regulate density, height and setbacks. The Advisory Committee will work with city staff throughout the course of the community outreach effort; advising on the outreach strategy, reviewing assumptions and providing feedback at important project milestones.

*Status:* Active  
*Meeting Frequency:* Bi-Monthly  
*Number of CPC Members:* 1  
*Current or Most Recent CPC Assignments:* Woods

**R4C/R2A Zoning Districts Advisory Committee** – On March 2, 2009, City Council directed the City Planning Commission and Planning staff to work with the public to provide the City Council with a report and recommendations for potential ordinance changes to certain residential zoning districts found in the Central Area. An Advisory Committee was appointed by City Council on July 6, 2009 to work closely with city staff throughout the course of the community outreach effort; advising on the outreach strategy, reviewing assumptions and providing feedback at important project milestones.

<i>Status:</i>	Active
<i>Meeting Frequency:</i>	Bi-Monthly
<i>Number of CPC Members:</i>	1
<i>Current or Most Recent CPC Assignments:</i>	Carlberg