



# City of Plymouth Planning Commission

## Regular Meeting Agenda

Wednesday, May 12, 2021 – 7:00 p.m.  
ONLINE Zoom Webinar

City of Plymouth  
201 S. Main  
Plymouth, Michigan 48170

www.plymouthmi.gov  
Phone 734-453-1234  
Fax 734-455-1892

Join the Webinar: <https://us02web.zoom.us/j/82869109319>

Webinar ID: 828 6910 9319

Passcode: 225308

Statement of explanation of the reason why the public body is meeting electronically: On March 10, 2020, the Governor of the State of Michigan declared a State of Emergency across the State of Michigan under section 1 of Article 5 of the Michigan Constitution of 1963, the Emergency Management Act, 1976 PA 390, as amended, MCL 30.401 – 421, and the Emergency Powers of the Governor Act of 1945, 1945 PA 302, as amended, MCL 10.31 – 33. These sections provide the governor with broad powers and duties to cope with dangers to this state or to the people of the state.

As a part of the response to the emergency, the Governor has deemed it reasonable and necessary to temporarily suspend rules and procedures relating to physical presence at meetings and hearings of public bodies and other governmental entities in Michigan. These public bodies and entities must continue to conduct public business during this emergency. Due to the emergency situation and the request of the Governor to not gather in groups of 10 or more it is necessary for some public boards to meet electronically.

1. **CALL TO ORDER**
  - a) Roll Call
2. **CITIZENS COMMENTS**
3. **APPROVAL OF THE MINUTES**
  - a) Approval of the April 14, 2021 regular meeting minutes.
4. **APPROVAL OF THE AGENDA**
5. **COMMISSION COMMENTS**
6. **PUBLIC HEARING**
  - a) **PUD 21-01:** 550 N. Holbrook, PUD Amendment
  - b) **SP 21-01:** 296 S. Main, Special Use and Site Plan Review for additional outdoor dining area
7. **OLD BUSINESS**
8. **NEW BUSINESS**
  - a) **SP 21-02:** 1250 S. Main, Site Plan Review for revised landscaping.
9. **REPORTS AND CORRESPONDENCE**
10. **ADJOURNMENT**

Citizen Comments - This section of the agenda allows up to 3 minutes to present information or raise issues regarding items not on the agenda. Upon arising to address the Commission, speakers should first identify themselves by clearly stating their name and address. Comments must be limited to the subject of the item.

Persons with disabilities needing assistance with this should contact the City Clerk's office at 734-453-1234 Monday through Friday from 8:00 a.m. -4:30 p.m., at least 24 hours prior to the meeting. An attempt will be made to make reasonable accommodations.

GOAL I - QUALITY OF LIFE
<p><b>OBJECTIVES</b></p> <ul style="list-style-type: none"> <li>Support the neighborhoods with high-quality customer service</li> <li>Engage in collaboration with private entities and surrounding municipalities to implement the <a href="#">Joint Recreation Master Plan</a></li> <li>Improve communication with the public across multiple platforms</li> <li>Maintain a high level of cleanliness throughout the City</li> <li>Support and host a diverse variety of events that foster community and placemaking</li> </ul>

**ONE-YEAR TASKS 2021**

- Restore sports and recreational programs that were halted by COVID-19 as soon as possible
- Review and evaluate the special event policy with safety considerations
- Address challenges with the Kellogg Park improvements with safety considerations
- Move Kellogg Park Fountain project forward
- Continue to re-engage service clubs to help enhance parks and public properties
- Increase followers by 2,000 on all our communications platforms
- Develop an internal and external communications plan
- Upgrade City Hall facilities to accommodate remote meetings and remote participation
- Continue investigating multi-modal transportation opportunities
- Revisit noise ordinance

GOAL II - FINANCIAL STABILITY
<p><b>OBJECTIVES</b></p> <ul style="list-style-type: none"> <li>Approve balanced budgets that maintain fiscal responsibility</li> <li>Advocate for increased revenue sharing with the State of Michigan</li> <li>Encourage and engage in partnerships, both public and private, to share costs of services and equipment</li> <li>Address the issue of legacy costs</li> <li>Seek out and implement efficient and effective inter-departmental collaboration</li> <li>Market our successes to attract new economic and investment opportunities</li> </ul>

**ONE-YEAR TASKS 2021**

- Identify mechanisms for funding sources for capital improvement projects
- Increase funding to the Public Improvement Fund
- Create a potential package for financing emergency structural repairs
- Develop a comprehensive asset management plan that includes a review of the equipment fleet
- Search out other possible revenue streams through continued association with the CWW and the MML
- Develop a financial plan for public safety
- Continue to make extra payments towards legacy costs
- Monitor outside influences on our revenue sources, including unfunded mandates, the 35<sup>th</sup> District Court and the PCCS
- Negotiate three labor contracts

GOAL III - ECONOMIC VITALITY
<p><b>OBJECTIVES</b></p> <ul style="list-style-type: none"> <li>Continue to support and improve active, vibrant downtown branding</li> <li>Support community and economic development projects and initiatives</li> <li>Support a mix of industrial, commercial and residential development</li> <li>Reference the <a href="#">Master Plan</a> in economic decision-making</li> </ul>

**ONE-YEAR TASKS 2021**

- Complete Saxton's development
- Develop municipal parking lot at Saxton's site
- Support development of 23 parcels adjacent to the Starkweather School property
- Continue to administer the grant and the brownfield plan to support the Pulte project's completion
- Finish Redevelopment Ready Community (RRC) certification by the end of 2021
- Develop an annual training calendar for the Planning Commission, the Historic District Commission, the Zoning Board of Appeals and the DDA, and identify a funding source
- Implement temporary plans to assist businesses in recovery efforts

GOAL IV - SERVICE AND INFRASTRUCTURE
<p><b>OBJECTIVES</b></p> <ul style="list-style-type: none"> <li>Support administration and staff by providing professional development opportunities, supplying resources, and maintaining a commitment to recruitment, retention, succession planning</li> <li>Support and deliver safe and responsive emergency services</li> <li>Maintain a sophisticated and responsive technology to communicate and manage data</li> <li>Continually record, maintain, update, and improve City infrastructure</li> </ul>

**ONE-YEAR TASKS 2021**

- Explore enhanced pedestrian safety opportunities into targeted intersections
- Research funding opportunities for ADA compliance at the PCC
- Implement 2021 infrastructure program
- Continue training for future career development and succession planning
- Conduct a traffic study to determine whether to make additional streets one way
- Update mapping resources including parcel data, completing 50% by the end of the year
- Update/replace current technology to ensure compliance with new regulations, rules, and operating systems
- Revisit paid parking

1. Focus on education by scheduling four educational, working sessions on the following dates: February 24, March 24, October 27, and November 17.
2. Draft a Form Based Code test case.
3. Approve a mixed use, high density zoning ordinance.
4. Review existing ordinances for amendments related to residential building heights and habitable space within accessory buildings.

City of Plymouth  
Planning Commission Public Hearing Notice  
Wednesday, May 12, 2021 – 7:00 p.m.  
Online Zoom Webinar

201 S. Main Street Plymouth, Michigan 48170  
Website: [www.plymouthmi.gov](http://www.plymouthmi.gov) Phone: (734) 453-1234 ext. 232

A regular meeting of the Planning Commission will be held on Wednesday, May 12, 2021 at 7:00 P.M. online via Zoom to consider the following:

**SP21-01:** 296 S. Main, Special Land Use and Site Plan Review  
Zoned: B-2, Central Business District  
Applicant: Vincent Spica

**PUD 21-01:** 550 N. Holbrook, PUD Amendment  
Zoned: PUD, Planned Unit Development  
Applicant: Mark and Craig Menuck

All interested persons are invited to attend.

In compliance with the Americans with Disabilities Act, the City of Plymouth will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting/hearing, to individuals with disabilities. Requests for auxiliary aids or services may be made by writing or calling the following:

Maureen Brodie, ADA Coordinator  
201 S. Main Street  
Plymouth, MI 48170, (734) 453-1234, Ext. 234

Publish: Sunday, April 25, 2021



# Plymouth Planning Commission

## Regular Meeting Minutes

### Wednesday, April 14, 2021 - 7:00 p.m.

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City of Plymouth  
201 S. Main  
Plymouth, Michigan 48170-1637

[www.plymouthmi.gov](http://www.plymouthmi.gov)  
Phone 734-453-1234  
Fax 734-455-1892

#### Online Zoom Meeting

#### 1. CALL TO ORDER

Chair Karen Sisolak called the meeting to order at 7:00 p.m.

Present: Chair Sisolak, Vice Chair Jennifer Kehoe, Commissioners Shannon Adams, Joe Hawthorne, Tim Joy, Charles Myslinski, Adam Offerman, and Scott Silvers

Excused: Hollie Saraswat

Also present: Community Development Director John Buzuvis, Assistant Community Development Director Greta Bolhuis and Planning Consultant Sally Elmiger and City Commission Liaison Nick Moroz.

#### 2. CITIZENS COMMENTS

Joe Elliott, 404 Irvin, and chair of the Zoning Board of Appeals asked that the Planning Commission revisit the requirements for garage height, since dormers change the calculation.

#### 3. APPROVAL OF THE MEETING MINUTES

Joy offered a motion, seconded by Adams, to approve the minutes of the March 10, 2021 regular meeting minutes.

There was a roll call vote.

Yes: Adams, Hawthorne, Joy, Kehoe, Myslinski, Offerman, Sisolak, Silvers

MOTION PASSED 8-0

Kehoe offered a motion, seconded by Myslinski, to approve the minutes of the March 24, 2021 educational working session meeting minutes.

There was a roll call vote.

Yes: Adams, Hawthorne, Joy, Kehoe, Myslinski, Sisolak, Silvers

Abstain: Offerman

MOTION PASSED 7-0

#### 4. APPROVAL OF THE AGENDA

Kehoe offered a motion, seconded by Joy, to approve the agenda for Wednesday, April 14, 2021.

There was a roll call vote.

Yes: Adams, Hawthorne, Joy, Kehoe, Myslinski, Offerman, Sisolak, Silvers

MOTION PASSED 8-0

**5. COMMISSION COMMENTS**

Myslinski announced that he was moving out of the City, so this would be his last Planning Commission meeting. Members thanked him for his service.

**6. PUBLIC HEARING**

There was no public hearing.

**7. OLD BUSINESS**

**a. Mixed Use-High Density District Language Review**

There was a discussion about changes made in the Mixed-Use High Density District draft at the March meeting, including the number of stories allowed and how step-backs could be used. The group also discussed other points in the draft, including residential units, the definition of motorcycles, vehicle battery charging stations, and special land use requests. There was consensus that the lot size in the current draft should remain. It was agreed that before the May meeting, the group would look at specific properties to help the discussion. Community Development staff is keeping a running document of the specific proposed changes.

**8. NEW BUSINESS**

**a. PUD 15-01: 550 N. Holbrook, Starkweather Subdivision (PUD Amendment)**

Owners Craig Menuck and Mark Menuck and project engineer Brad Brickel presented their rationale for the requested amendment regarding height deviation due to grading. It was noted that any change to a PUD requires a public hearing before the Planning Commission can make a recommendation to the City Commission. After a discussion, Silvers offered the following motion, seconded by Myslinski.

The Planning Commission recommends scheduling a public hearing for PUD 15-01 to amend the PUD agreement for building height, providing grading that allows the lowest level to qualify as a basement and that the first floor is no more than 9 feet in height, the second floor is no more than 8 feet in height, and that the FAR ordinance and elevations remain intact.

Sisolak offered a friendly amendment requiring the applicant to provide an engineering analysis of all deviations listed accurately, and then schedule a public hearing.

There was a roll call vote.

Yes: Adams, Hawthorne, Joy, Kehoe, Myslinski, Offerman, Sisolak, Silvers

MOTION PASSED 8-0

**9. REPORTS AND CORRESPONDENCE**

Moroz thanked Sisolak for putting together a comprehensive document of all major decisions, over the past few years, of the Planning Commission and for sharing that document with the City Commission.

Buzuvis said meetings would continue to be remote at least through May.

**10. ADJOURNMENT**

Myslinski offered a motion, seconded by Joy to adjourn the meeting at 9:50 p.m.

There was a roll call vote.

Yes: Adams, Hawthorne, Joy, Kehoe, Myslinski, Offerman, Sisolak, Silvers

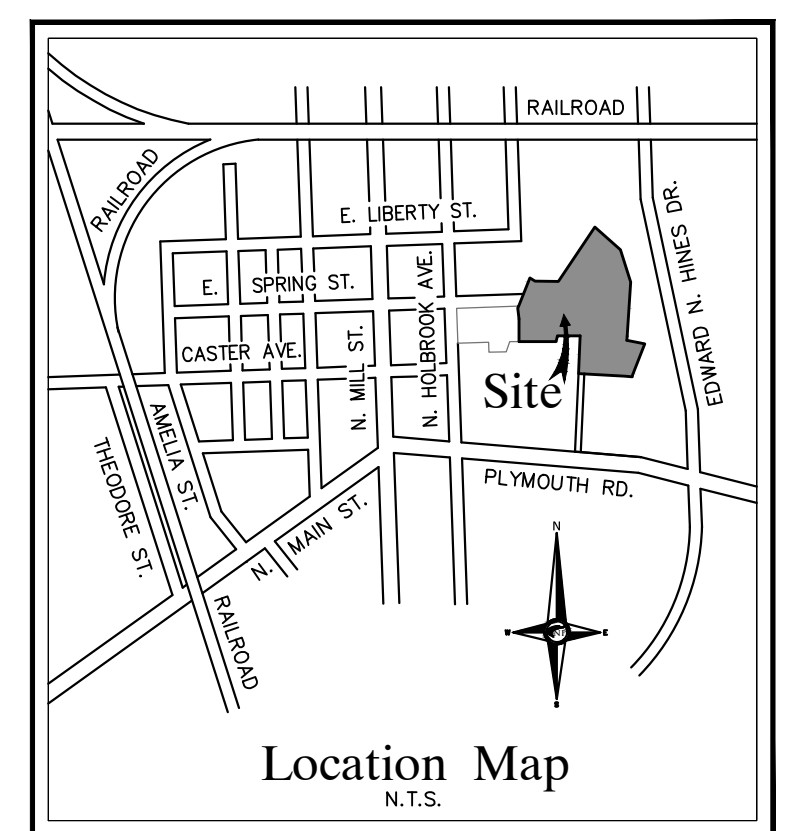
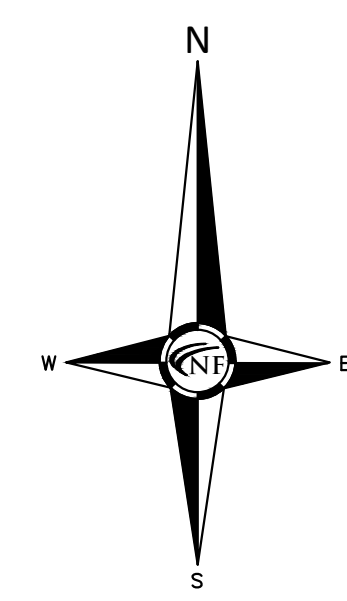
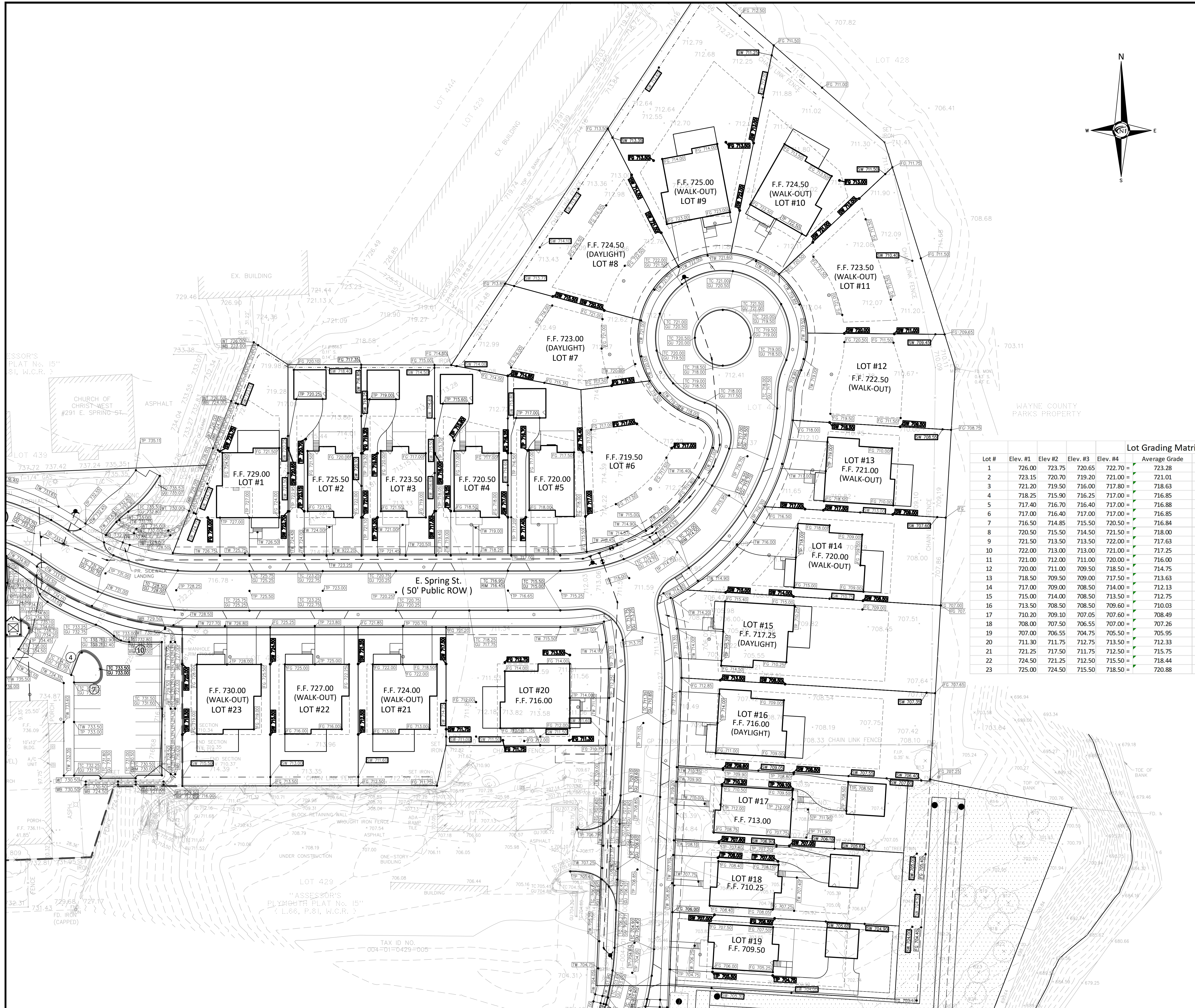
MOTION PASSED 8-0

**Starkweather Condominium Planning Commission**  
**Supplemental Submittal**  
**Presented by Curtis-Plymouth**

Based on the discussion from last month's Planning Commission meeting, the committee members asked us to include the following information for their review:

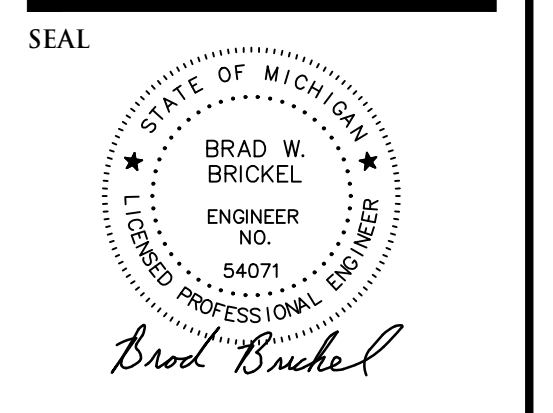
- Renderings of the houses showing all 4 sides
- Revised matrix plan that addresses exactly what we are asking with respect to grade on each site
- Address any potential issues with FAR that may arise as a result of homes with any walkout basements
  
- Renderings are attached. These illustrate the following:
  - Homes that would otherwise fit on a lot in Plymouth (our desired plan) with a typical 5-1/2:12 roof pitch and 6:12 roof pitch
  - The same house plan but with a roof pitch that is forced to unacceptable architectural standards due to grade changes on the lot
    - Roof pitch reduced to 3-1/2:12 pitch
    - Roof height complies with 25' height ordinance
    - While not obvious in a 2D rendering, these roofs are considered "flat" and undesirable, especially in the Historic Old Village section
    - Roof would not be visible, even from the roadway
  - Both "standard" and "walkout" lot samples are provided
    - Lot 1 – Standard basement
    - Lot 2 – Standard basement (same house as Lot 18)
    - Lot 14 – Walkout basement
  - All 4 sides are shown
  
- Revised matrix prepared by Nowak & Fraus is attached
  - "Average grade" variance is determined only where building site is – where a home would sit
  - A chart listing the requested height restriction to accommodate a typical 25' home on each lot taking into account each lot's natural topography and which would prevent creating a "planter box" scenario in order to fit a home
    - Planter box would ruin the beauty of the rolling topography
  - All calculations assumed the following:
    - Minimum allowable slope from walk to porch
    - Only 2'-0" from porch grade up to first floor (per code, industry standard)
    - First floor heights are 9'-0" (as requested by PC)
    - Second floor heights are 8'-0" (as requested by PC)
  
- Our civil engineer, Brad Brickel from Nowak & Fraus, had conversations with the City's Building official, Brent Strong. Brent stated the rules under which FAR would apply, including a walkout condition. Both Brent and Brad concluded that, as far as any proposed walkouts are concerned on this site, FAR will not be an issue and we are therefore not asking for any deviation from the application of FAR as a result.

It is our sincere goal to obtain the requested revision in the PUD to allow for the changes we propose. We do not believe that, at the time of the initial PUD hearings, anyone intended to have flat-roofed, or even modern style homes on this site. While they are certainly approvable throughout the City as well as here, such architecture would be a *necessity* on this site and will forever change the landscape of the Historic Old Village. In attempting to build homes in keeping with the historical architecture in Old Village, our suggested changes *promote* homes that are both desirable and acceptable.



**NF ENGINEERS**  
 CIVIL ENGINEERS  
 LAND SURVEYORS  
 LAND PLANNERS

NOWAK & FRAUS ENGINEERS  
 46777 WOODWARD AVE.  
 PONTIAC, MI 48342-5032  
 TEL: (248) 332-7931  
 FAX: (248) 332-8257



PROJECT  
 Starkweather Residential  
 Development Project

CLIENT  
 Curtis - Plymouth LLC  
 990 Pierce Street  
 Birmingham, MI 48009

Contact: Mark Menuck  
 248.730.0300 - Tel.

Lot Grading Matrix								
Lot #	Elev. #1	Elev. #2	Elev. #3	Elev. #4	Average Grade	Finish Floor	2' Below FF	Amended Height Restriction
1	726.00	723.75	720.65	722.70	723.28	729.00	727.00	4.25'
2	723.15	720.70	719.20	721.00	721.01	725.50	723.50	3.25'
3	721.20	719.50	716.00	717.80	718.63	723.50	721.50	3.75'
4	718.25	715.90	716.25	717.00	716.85	720.50	718.50	2.25'
5	717.40	716.70	716.40	717.00	717.00	720.00	718.00	1.75'
6	717.00	716.40	717.00	717.00	716.85	719.50	717.50	1.25'
7	716.50	714.85	715.50	720.50	716.84	723.00	721.00	4.75'
8	720.50	715.50	714.50	721.50	718.00	724.50	722.50	5.25'
9	721.50	713.50	713.50	722.00	717.63	725.00	723.00	6.00'
10	722.00	713.00	713.00	721.00	717.25	724.50	722.50	6.00'
11	721.00	712.00	711.00	720.00	716.00	723.50	721.50	6.25'
12	720.00	711.00	709.50	718.50	714.75	722.50	720.50	6.50'
13	718.50	709.50	709.00	717.50	713.63	721.00	719.00	6.00'
14	717.00	709.00	708.50	714.00	712.13	720.00	718.00	6.50'
15	715.00	714.00	708.50	713.50	712.75	717.25	715.25	3.25'
16	713.50	708.50	708.50	709.60	710.03	716.00	714.00	4.75'
17	710.20	709.10	707.05	707.60	708.49	713.00	711.00	3.25'
18	708.00	707.50	706.55	707.00	707.26	710.25	708.25	1.75'
19	707.00	706.55	704.75	705.50	705.95	709.50	707.50	2.25'
20	711.30	711.75	712.75	713.50	712.33	716.00	714.00	2.25'
21	721.25	717.50	711.75	712.50	715.75	724.00	722.00	7.00'
22	724.50	721.25	712.50	715.50	718.44	727.00	725.00	7.25'
23	725.00	724.50	715.50	718.50	720.88	730.00	728.00	7.75'

LEGEND	
	MANHOLE
	HYDRANT
	MANHOLE CATCH BASIN
	UTILITY POLE
	GUY POLE
	C.O.
	HYDRANT
	INLET
	MANHOLE
	GATE VALVE
	C.B.
	MANHOLE
	PROPOSED LIGHT POLE
	EXISTING SANITARY SEWER
	SAN. CLEAN OUT
	EXISTING WATERMAIN
	EXISTING STORM SEWER
	EX. R. Y. CATCH BASIN
	EXISTING BURIED CABLES
	OVERHEAD LINES
	LIGHT POLE
	SIGN
	EXISTING GAS MAIN
	PR. SANITARY SEWER
	PR. WATER MAIN
	PR. STORM SEWER
	PR. R. Y. CATCH BASIN

PROJECT LOCATION  
 Part of the NE 1/4  
 of Section 26  
 T.1S., R.8E.  
 City of Plymouth,  
 Wayne County, Michigan

SHEET  
 Overall Grading Matrix Plan



DATE ISSUED/REVISION  
 03-19-21 ISSUED FOR CITY REVIEW  
 04-19-21 REVISED PER P.C. MEETING

DRAWN BY:  
 R. Johnson  
 DESIGNED BY:  
 B. Brickel  
 APPROVED BY:  
 B. Brickel

DATE:  
 March 18, 2021  
 SCALE: 1" = 30'  
 NFE JOB NO. H145-02 SHEET NO. 1 of 1



Shown with 5-1/2:12 roof pitch (conforms with ordinance on any 0.00 grade change lot in Plymouth)



Front Elevation



Right Elevation

Shown with a 3:12 pitch (roof would not be visible from the road)



Front Elevation



Right Elevation

Lot #2

Shown with 6:12 roof pitch (conforms with ordinance on any 0.00 grade change lot in Plymouth)



Front Elevation



Right Elevation

Shown with a 3:12 pitch (roof would not be visible from the road)

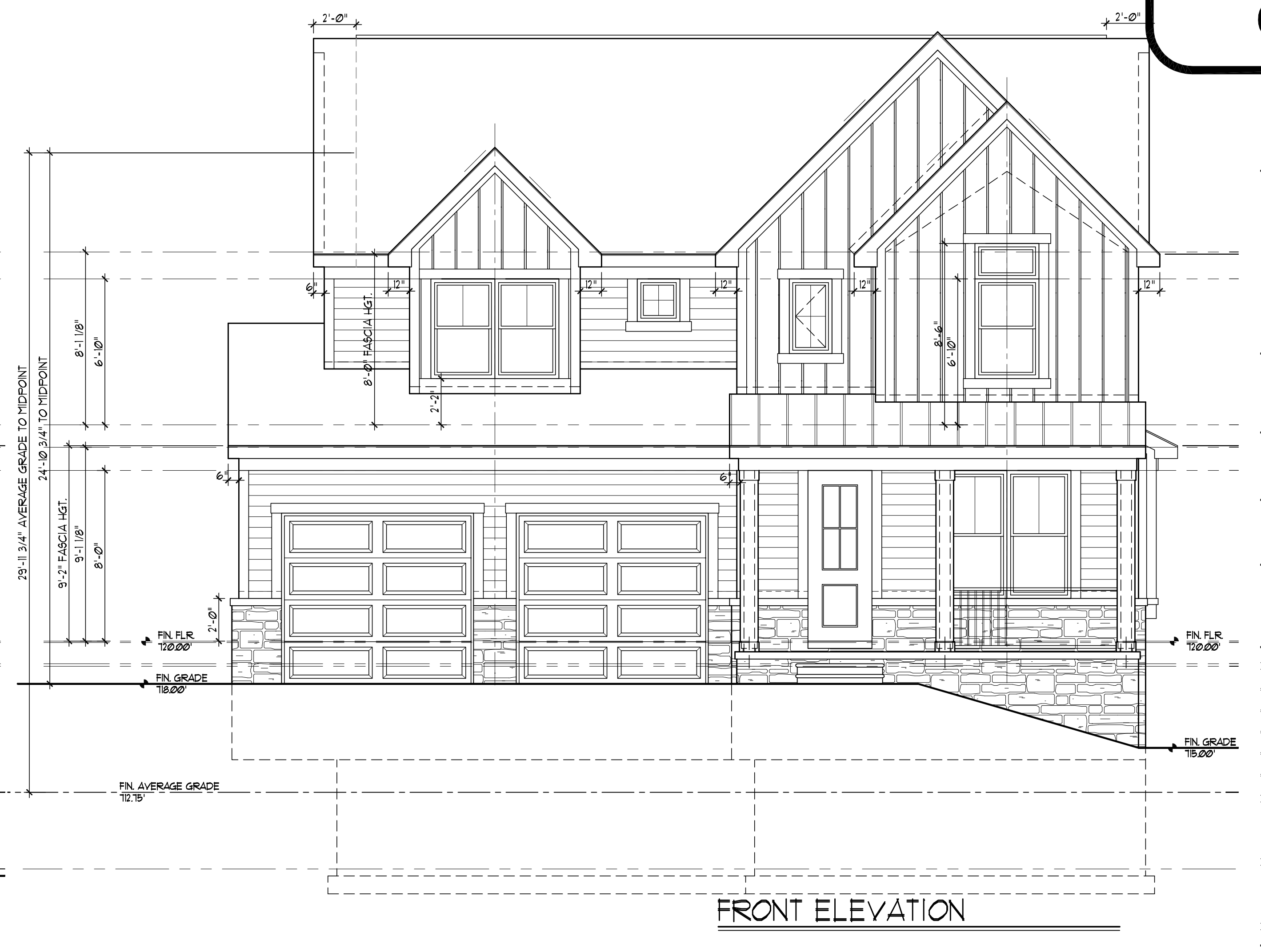
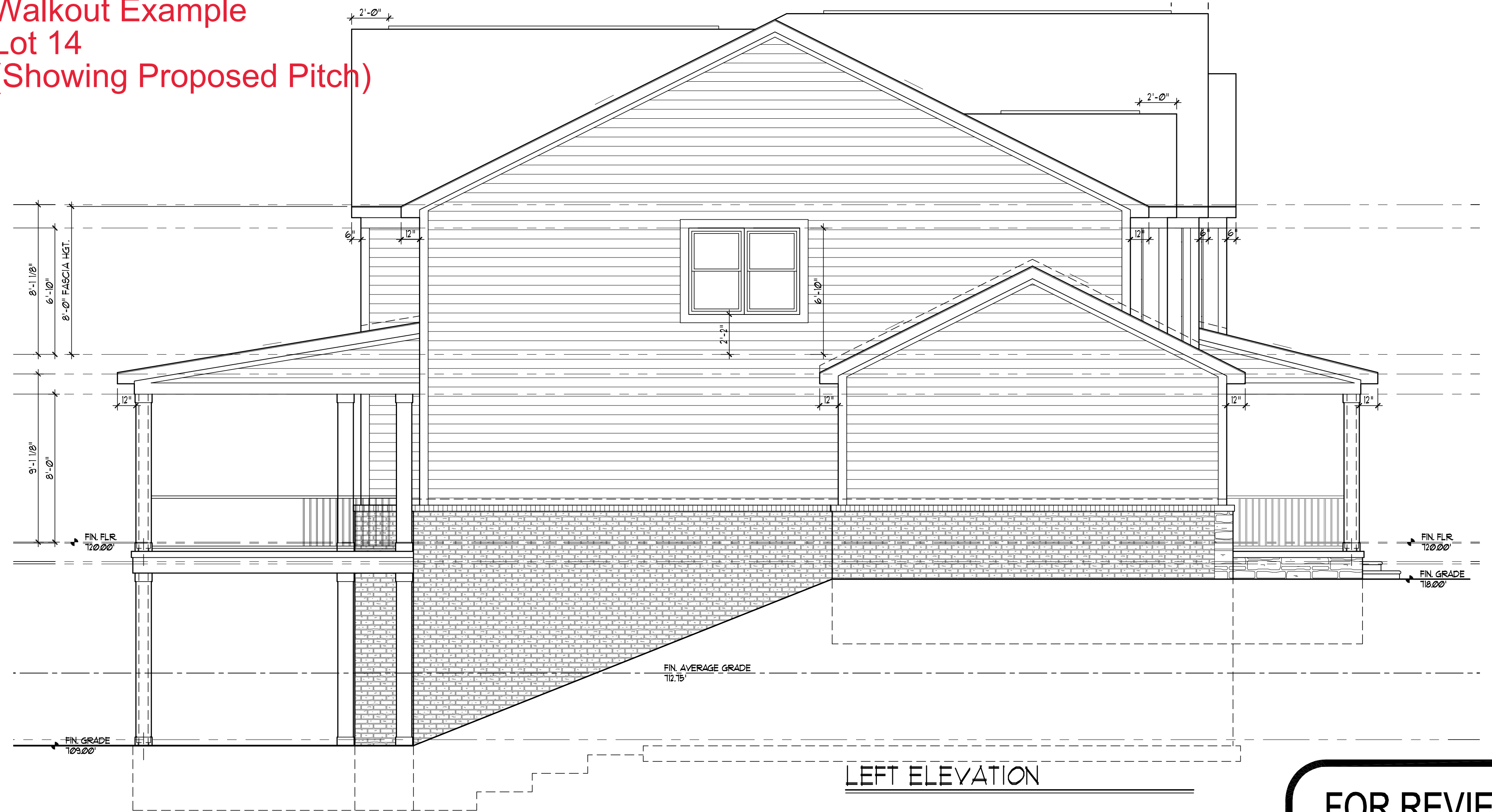


Right Elevation

Front Elevation

LOT #1

Walkout Example  
 Lot 14  
 (Showing Proposed Pitch)



FOR REVIEW  
 ONLY



MARTINI SAMARTINO  
 Design Group

920 EAST LONG LAKE RD.  
 SUITE 200  
 TROY MI 48065  
 P. 248.524.0445  
 F. 248.524.0447

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CURTIS BUILDING

LOT #14  
 E. SPRING STREET  
 PLYMOUTH, MI

Review Set: 04.12.21

Permit Set: .

Final Set: .

Revisions: .

Drawn By: C.T.

Checked By: D.D.

Job No:

20-235

Sheet No:

1 OF 6

Walkout Example  
 Lot 14  
 (Showing 3-1/2:12 Pitch, the roof  
 might not even be visible from the  
 curb, it might look flat)

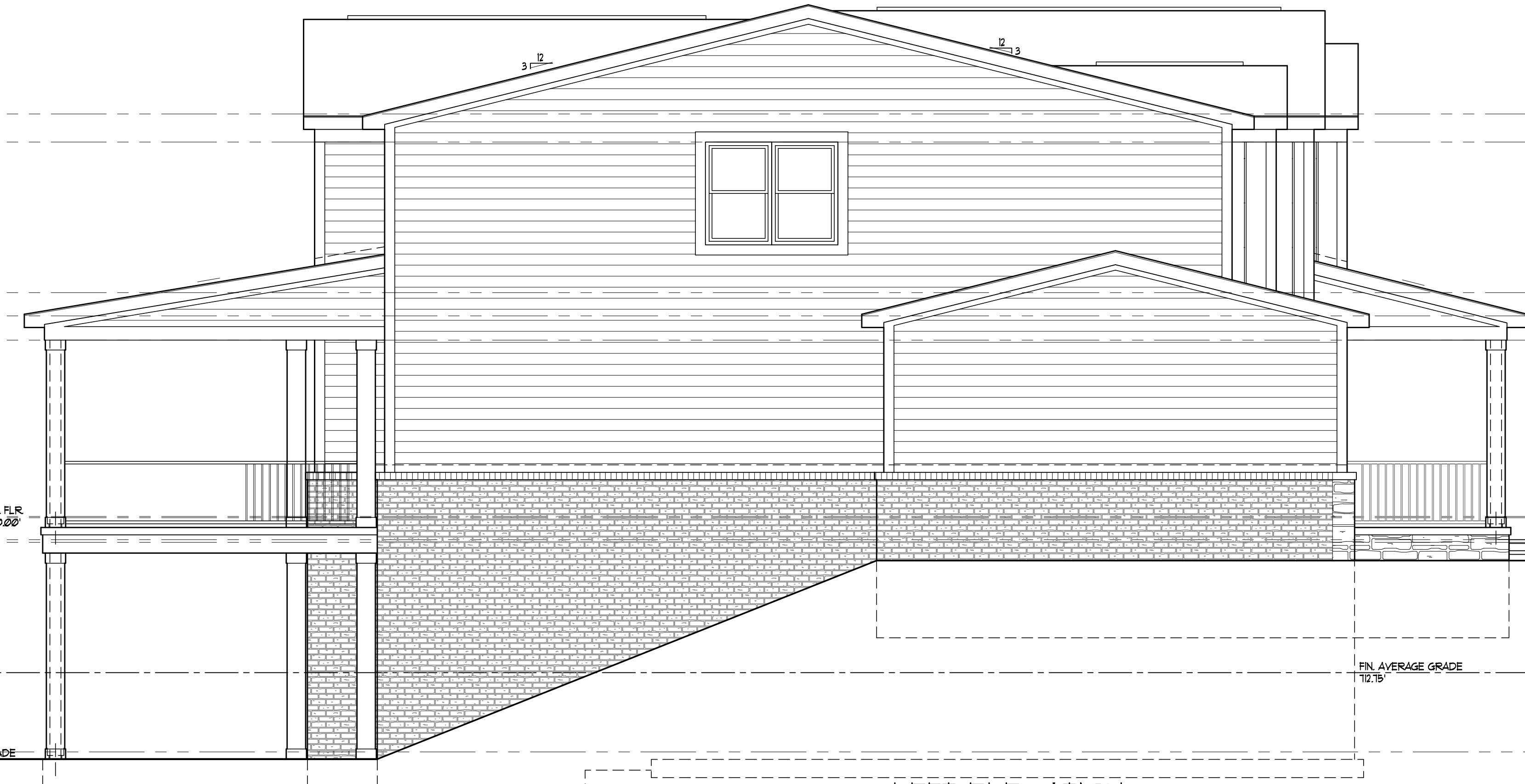


REAR ELEVATION



RIGHT ELEVATION

FOR REVIEW  
 ONLY



LEFT ELEVATION



FRONT ELEVATION



MARTINI  
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 Design Group

920 EAST LONG LAKE RD.  
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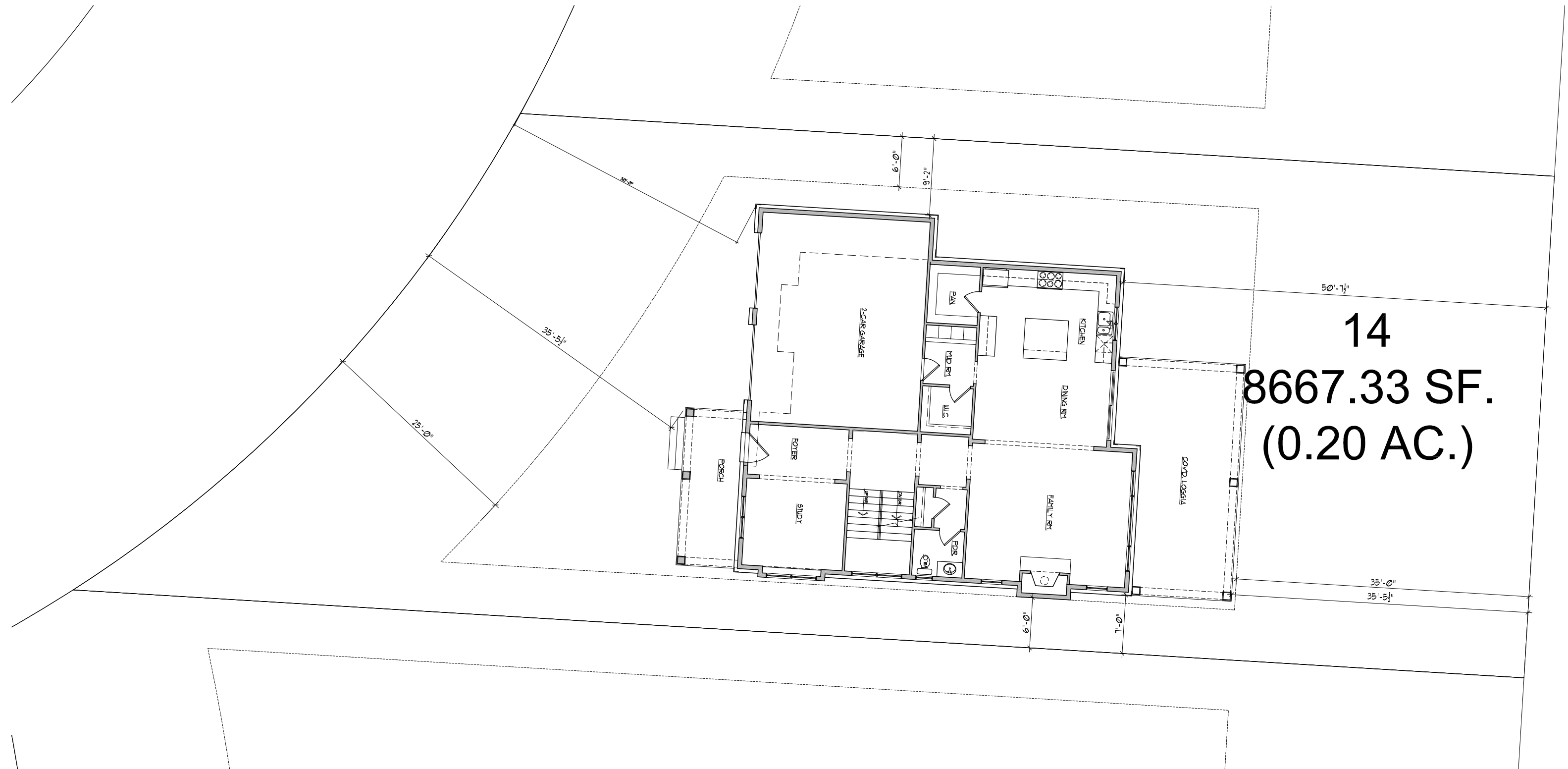
CURTIS BUILDING

LOT #14  
 E. SPRING STREET  
 PLYMOUTH, MI

Review Set: 04.12.21  
 Permit Set:  
 Final Set:  
 Revisions:  
 Drawn By: C.T.  
 Checked By: D.D.

Job No:  
**20-235**

Sheet No:  
**2 OF 6**



14  
8667.33 SF.  
(0.20 AC.)



**Carlisle | Wortman**  
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

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**MEMORANDUM**

**TO:** City of Plymouth Planning Commission

**FROM:** Sally M. Elmiger, AICP, LEED AP

**DATE:** May 6, 2021

**RE:** Starkweather School PUD – Proposed Amendment to Maximum Building Height

The applicant attended the April 14, 2021 Planning Commission meeting to request amendments to the Starkweather School Planned Unit Development (PUD) project. The applicant is now requesting single-family home building heights that are between 1.25 and 7.75 feet taller than permitted by the ordinance (up from previous request for building heights 0.75 and 5.88 feet taller). This amendment would affect 22 of the 23 homesites, and are illustrated on the most recent plan dated April 19, 2021. The maximum building height permitted is 25 feet/2 stories. The Planning Commission discussed the project, and scheduled a Public Hearing for the May 12 meeting. The Planning Commission also requested the following information:

1. Verify that the Floor Area Ratio (FAR) proposed for each building is compliant with the ordinance.
2. Indicate on the plans that first floor ceiling heights are not greater than 9-feet, and second floor ceiling heights not greater than 8-feet.
3. Provide building elevations of proposed houses.
4. Provide an accurate schedule of all proposed project deviations, including height, number of stories and FAR, as necessary.

**Project History**

This project was originally approved in 2016, and contains three public benefits in exchange for flexibility in application of the zoning requirements. The benefits include preservation of Starkweather School, a small park, and an easement for future access to Hines Drive in the small park.

In 2020, the applicant requested a PUD Amendment that allowed construction of eight parking spaces in the small park. The Planning Commission recommended approval of this change, but the City Commission has not yet approved this change to our knowledge.

Ordinance deviations that were permitted with the original approval include the following:

1. Single-family Residential use on land zoned for Office use.
2. Lot size (less than 7,200 s.f.) on 10 lots
3. Lot width (less than 60 feet) on 12 lots
4. Front porches extending into the front yard setback by up to 7 feet, while steps projecting an additional 2 feet further.



5. Rear yard setback (less than 35 feet) on 3 lots
6. Units 1, 6-16 and 20-23, are allowed to have a front facing, attached garage along the front facade, under the following requirements:
  - 6.3.1 The front plane of the garage shall be set back an additional 5 feet from the front setback (for a minimum of 30 feet from the front setback) for attached garages;
  - 6.3.2 The garage width shall be less than 50% of the overall width of the house;
  - 6.3.3 There shall be two (2) single-car doors instead of one (1) two-car door;
  - 6.3.4 At least one architectural feature shall include a) pillars/posts on each side of the garage; b) a trellis in front of, and over, the garage; or c) dormers over the garage if there is living space over the garage.

### **CWA Comments**

The applicant has provided responses to the Planning Commission’s request for additional information. We have provided comments in *italics* after each:

- 1. Verify that the Floor Area Ratio (FAR) proposed for each building is compliant with the ordinance.**  
*CWA Comments: In the applicant’s narrative, they stated that their Engineer discussed building design and grading with the Building Official, and how the ordinance determines if a lower level in a walk-out house design is determined to be a “basement.” If a basement, then the floor area in the lower level is not counted in the Floor Area Ratio (FAR) calculation.*

*We confirmed this conversation with the Building Official that he conveyed the ordinance requirements for FAR; however, he did not review any specific building plans. We also confirmed that this conversation covered the definition of “story,” and that a basement is not considered a story.*

*The applicant’s narrative states that the amended plans illustrate proposed grading so that all lower levels of “walk-out” buildings are considered “basements.” Therefore, they do not count toward the FAR calculation and are not considered an additional “story.” As a result, they are not requesting any additional deviations for FAR or number of stories.*

*Note that the Building Official will review building plans for each house to ensure they comply with the ordinance regarding FAR and number of stories.*

- 2. Indicate on the plans that first floor ceiling heights are not greater than 9-feet, and second floor ceiling heights not greater than 8-feet.**  
*CWA Comments: The narrative states that the calculations for building height assume the ceiling heights proposed by the Planning Commission. The building elevations for Lot 14 show 9.5-foot tall basement ceiling heights. We would ask the applicant’s Engineer to explain if tall basement ceilings affect the ultimate height of the house.*

- 3. Provide building elevations of proposed houses.**  
*CWA Comments: Elevations showing all four sides of the house on Lot 14 have been provided. Renderings for lots #1 and #2 showing two sides of a house have also been provided.*

- 4. Provide an accurate schedule of all proposed project deviations, including height, number of stories and FAR, as necessary.**  
*CWA Comments: The revised plans show a schedule that calculates the proposed average grade, the proposed building height, and the excess height above the ordinance maximum for each lot. The table*

*shows a proposed building height increase between 1.25 feet and 7.75 feet. The average height above ordinance requirements is approximately 4.5-feet.*

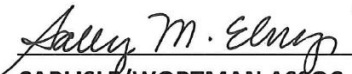
*The narrative states that the “finished floor” elevation is set at 2-feet above the elevation that creates a 2% slope from the front porch to the sidewalk along the street. The table shows the elevations at four points for each lot. We compared these figures to the finished grade figures shown at the corners of the buildings. These figures are not the same. The applicant’s Engineer describe why. They should further describe the process they used to calculate “average grade plane” and in turn, building height.*

*The narrative includes the following statement. We ask what “variance” the applicant is referring to?*

*“Average grade” variance is determined only where building site is – where a home would sit.*

In summary, we ask the applicant’s Engineer to explain the following:

1. Do tall basement ceilings (9.5-feet) affect the ultimate height of a house?
2. Explain why the finished grades at the corner of the buildings are not reflected in the Lot Grading Matrix Table (Elevations #1 - #4)? Why are these figures different?
3. Explain what “variance” is referred to regarding “average grade” in the applicant’s narrative.

  
\_\_\_\_\_  
CARLISLE/WORTMAN ASSOC., INC.  
Sally M. Elmiger, AICP, LEED AP  
Principal

# CITY OF PLYMOUTH SITE PLAN REVIEW APPLICATION

Community Development Department  
201 S. Main Street Plymouth, MI 48170  
Ph. 734-453-1234 ext: 232  
[www.plymouthmi.gov](http://www.plymouthmi.gov)

## I. Site/Project Information

Site Address 296 S. Main St., Plymouth, MI 48170	Current Zoning Classification B-2	Date of Application
---	--------------------------------------	---------------------

Name of Property Owner Downtown Plymouth LLC, Attn: Ronald Cook	Phone Number (734) 216-1933	
Mailing Address 296 S. Main St.	Email Address (Required) cook4856@sbcglobal.net	
City Plymouth	State Michigan	Zip Code 48170

## II. Applicant and Contact Information

Indicate Who the Applicant Is. If Property Owner, Skip to Section III.	Architect	Developer	Engineer	Lessee
Applicant/Company Name VWS Holdings, LLC, Attn: Vince Spica	Phone Number (734) 660-4958			
Applicant/Company Address 820 Penniman Ave.	City Plymouth	State MI	Zip Code 48170	
Email Address (Required) vincent.spica@yahoo.com				

## III. Site Plan Designer and Contact Information

Site Plan Designer Company Name Applicant	Phone Number		
Company Address	City	State	Zip Code
Registration Number	Expiration Date	Email Address (Required)	

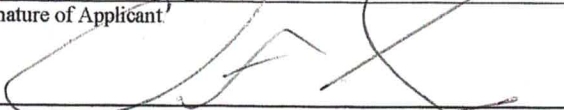
## IV. Type of Project (Please Select All that Apply)

<input type="checkbox"/> Commercial	<input type="checkbox"/> Multi-Family	<input type="checkbox"/> New	<input type="checkbox"/> Remodel	<input type="checkbox"/> Change of Use	V. Historic District Is this project located in the Historic District? <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Mixed Use	<input type="checkbox"/> Industrial	<input type="checkbox"/> Addition	<input type="checkbox"/> Interior Finish	<input checked="" type="checkbox"/> Special Land Use	

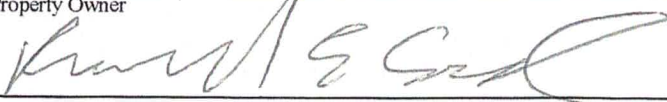
## VI. Description of Work

Additional Outdoor Service Area located in alley between the Penn Grill and what is currently known as Kilwins.

**VII. Applicant Signature**

Signature of Applicant 	Date 3/9/21
--	----------------

**VIII. Property Owner Signature**

Signature of Property Owner 	Date 3-9-21
--	----------------

Subscribed and sworn before me this 9 day of March, 2021.

JEFFREY L. GRESKOWIAK  
 NOTARY PUBLIC - MICHIGAN  
 WAYNE COUNTY  
 MY COMMISSION EXPIRES OCT. 30, 2021  
 ACTING IN Wayne COUNTY

Notary Public: 

My Commission expires: 10/30/2021

**IX. Site Plan Review Checklist**

Please include the following applicable information on the site plan.		YES	NO	N/A
1.	Correct scale	[ X ]	[ ]	[ ]
2.	Name of person preparing plan*	[ X ]	[ ]	[ ]
3.	Date, north point	[ X ]	[ ]	[ ]
4.	Property line dimension	[ X ]	[ ]	[ ]
5.	Street right-of-way widths	[ X ]	[ ]	[ ]
6.	Existing utilities (sewer, water, gas, etc.) and easements	[ ]	[ ]	[ X ]
7.	Show adjacent property and buildings, including zoning	[ X ]	[ ]	[ ]
8.	Existing topography, trees and other features	[ ]	[ ]	[ X ]
9.	Off-site ground, parking lot, roadway, driveway and/or structure elevations for minimum distance of 50 feet	[ ]	[ ]	[ X ]
10.	On-site grid of maximum 100 feet intervals each way (closer where rolling terrain warrants) and minimum 2.0 feet contours	[ ]	[ ]	[ X ]
11.	Location of new structures including side and front yard setbacks and building length and width (show a general floor plan)	[ ]	[ ]	[ X ]
12.	Number of dwelling units per building	[ ]	[ ]	[ X ]
13.	Height of structure	[ ]	[ ]	[ X ]
14.	Percent one room apartments (efficiencies)	[ ]	[ ]	[ X ]
15.	Total number of rooms if multiple-family	[ ]	[ ]	[ X ]
16.	Parking requirements met (See Section 78-720)	[ X ]	[ ]	[ ]
17.	Number of units and bedrooms each building	[ ]	[ ]	[ X ]
18.	Parking lot layout (showing paved area) including ingress and egress and service area	[ ]	[ ]	[ X ]
19.	Parking lot space dimensions	[ ]	[ ]	[ X ]
20.	Loading and unloading space	[ X ]	[ ]	[ ]
21.	Site grading and drainage plan (on-site elevations for pavements, drives, parking lots, curbs, sidewalks and finish grade at bldg.)	[ ]	[ ]	[ X ]
22.	Utility connections (sanitary sewer, water, storm sewers)	[ ]	[ ]	[ X ]

Please include the following applicable information on the site plan.		YES	NO	N/A
23.	On-site storm water retention	[ ]	[ ]	[X]
24.	Fire hydrants within 300 feet (on- and off-site)	[ ]	[ ]	[X]
25.	Sidewalks and elevations	[X]	[ ]	[ ]
26.	Sedimentation and erosion control plan	[ ]	[ ]	[X]
27.	Landscape plan showing plant materials to be used	[ ]	[ ]	[X]
28.	Sign requirements met	[ ]	[ ]	[X]
29.	Require walls and fences or greenbelts	[ ]	[ ]	[X]
30.	Corner clearance	[X]	[ ]	[ ]
31.	Service drive needed	[ ]	[ ]	[X]
32.	Acceleration lanes and traffic pattern	[ ]	[ ]	[X]
33.	Trash receptacle locations including screening type and height	[X]	[ ]	[ ]
34.	Mail box locations	[ ]	[ ]	[X]
35.	Air conditioner unit locations	[ ]	[ ]	[X]
36.	Special site features (play areas, pools, etc.)	[ ]	[ ]	[X]
37.	Handicapped facilities	[ ]	[ ]	[X]
38.	Building elevation drawings	[ ]	[ ]	[X]

\*Where property line surveys, topography, sewer, water or storm drains are shown, the name of the registered engineer or land surveyor preparing such elements of the plan shall be indicated on the plan.

**For Office Use Only**

		YES/DATE	NO	N/A
1.	Pre-Application Meeting			
2.	Digital Copy of Application Package			
3.	Public Hearing Notice			
4.	CWA Review			
5.	Municipal Services Review			
6.	Fire Department Review			
7.	Engineering Review			



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## PLYMOUTH POLICE DEPARTMENT MEMORANDUM

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**TO:** JOHN BUZUVIS, COMMUNITY DEVELOPMENT DIRECTOR  
**FROM:** A.L. COX, DIRECTOR OF PUBLIC SAFETY *A.L. Cox*  
**SUBJECT:** PROPOSED OUTDOOR SERVICE AREA AT VWS HOLDINGS LLC, DBA PENN GRILL  
**DATE:** 4/23/2021

---

Per City Ordinance 78-92(4)(b), you requested that I review the planned development of transforming a current temporary outdoor service area into a permanent outdoor service area at VWS Holdings LLC, currently doing business as Penn Grill. The review was narrowly focused on the impact to public safety only.

VWS Holdings LLC currently operates under a Class C license with the following permits: Sunday Sales (AM)(PM), Additional Bar, Entertainment, and Outdoor Service Area (2). Their license type provides for the service of beer, wine, spirits, and mixed drinks. Additionally, they possess a Specially Designated Merchant (SDM) license which allows for the sale of beer and wine to go. The licensee is requesting approval to make permanent a currently temporary 736 square foot outdoor service area. This area is located immediately adjacent to and on the east side of the establishment on private property not owned but leased by the licensee. The area would permit both food and alcohol service outside of the establishment, but within a confined area surrounded by concrete buildings on three sides and a moveable black wrought iron fence on one side measuring approximately 36" high by 20' long. It should be noted that the purpose of the moveable fence is to provide access to the trash dumpster by waste management.

While this area would allow for patrons to enjoy a meal and/or drink(s) out of doors in good weather, it would also provide for an increase in customer capacity for the establishment while the area is in use. This will require that management provide for the same close monitoring/observation of guests outside as well as inside the establishment. It should be noted that while approval by the Michigan Liquor Control Commission (MLCC) has already been provided, City Ordinance requires an additional review by the Planning Commission.

Based on the provided plans, input from the licensee, and the establishment's history regarding the responsible service of alcohol within an outdoor service area, I do not see a negative impact on public safety. Should alterations or amendments to the plans be made, an additional review of those changes should be conducted.

If you have any questions or concerns, please let me know. Thank you for your time and attention.



**Carlisle | Wortman**  
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

Date: May 6, 2021

**Special Land Use and  
Site Plan Review  
For  
Plymouth, Michigan**

**Applicant:** VWS Holding, LLC  
Vince Spica  
820 Penniman Avenue  
Plymouth, MI 48170

**Project Name:** Penn Grille Outdoor Seating

**Plan Date:** March 30, 2021

**Location:** 296 S. Main St.

**Zoning:** B-2 – Central Business District

**Action Requested:** Special Land Use and Site Plan Approval

**Required Information:** Any deficiencies are noted in the report.

**PROJECT AND SITE DESCRIPTION**

The applicant is proposing to use the adjoining alley area (privately owned) to locate a 736-square-foot outdoor dining area. The outdoor area is directly adjacent to the applicant's place of business (Penn Grill), and will be blocked off using moveable black iron fence. The alley is currently used as an access way to the trash containers for this use (behind the building), and trash containers at the end of the alley for other businesses.

An outdoor dining area located on private property is a Special Land Use in the B-2 District, and requires a Special Use Permit.

An aerial of the subject site is shown in **Figure 1** on the following page.



*Figure 1. Subject Site*



Source: Google Maps

### **SPECIAL LAND USE STATUS**

The applicant proposes to offer food and drink out of doors, which is a Special Land Use and must meet the Special Land Use standards in Section 78-281. In addition, the B-2 Central Business District (in Section 78-102) includes six standards for restaurants serving alcohol that also need to be met.

The special land use standards in Section 78-281 are as follows. Our comments regarding each are provided below:

- (1) Will be harmonious and in accordance with the general objectives or any specific objectives of the City of Plymouth Master Plan.**

**CWA Comment:**

We believe the 2018 Master Plan supports outdoor dining. While this use will not be operational all year round, and contains no structures (permanent or temporary), the project meets some of the land use goals for the Downtown subarea, including:

- Encouraging a mix of land uses including retail, restaurant, office, residential, park and public uses.
- Calling for the continued growth and development of downtown Plymouth

- Encouraging outdoor cafés. The existing restaurant currently operates a seasonal outdoor eating area in front of the building.

- (2) Will be designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will not change the essential character of the area.**

**CWA Comment:**

No permanent or temporary structures are proposed. The applicant will set out 10 tables to accommodate 40 patrons. The dining area will be designated with a moveable fence. The style of the tables, chairs and fence will match the black iron style of the existing furnishings located in front of the restaurant. The plans also indicate that temporary string lights will be hung in the alley. We consider these features to be harmonious and appropriate in appearance to the character of the area.

Per the description of this Special Land Use, the proposal is directly adjacent to the Penn Grill (principal indoor use), and it does not interfere with pedestrian or vehicular traffic. (See our comments below regarding use of the alley by garbage trucks.)

- (3) Will not be hazardous or disturbing to existing or future nearby uses.**

**CWA Comment:**

The plans don't provide any information about the hours of operation. This should be provided. Also, its not clear if this area will be used for just drinks service once the kitchen closes. How the outdoor area will function should be described. Also, since this area is relatively narrow, and lined by masonry on both sides, noise generated here could reverberate along the street. Is the applicant proposing any outdoor speakers or music in the alley?

- (4) Will be compatible with adjacent uses of land and will promote the use of land in a socially and economically desirable manner.**

**CWA Comment:**

The building to the east of the alleyway is currently occupied by Kilwin's Chocolate Shop. The façade of the Kilwin's building that abuts this alley has no public entryways. Sean O'Callaghan's Restaurant and Bar is across Penniman Avenue. Other businesses along Penniman include a mix of retail, service, and restaurant uses. We believe the outdoor use will be compatible with adjacent uses, and promote the use of land in a socially/economically desirable manner. It will also assist the Penn Grill to address the reduction in occupancy required by the COVID-19 pandemic.

- (5) Will be served adequately by essential public services and facilities or that the persons responsible for the establishment of the proposed use will provide adequately any such service or facility.**

**CWA Comment:**

Essential public services currently serve the Penn Grill. The outdoor dining area does not require any additional public services. However, the alley is used by refuse haulers to pick up garbage at

the rear of the Penn Grill building, as well as behind at least one building along Main St. The plans indicate that the fence, tables, and chairs will be moved out of the way on the days/times when the refuse hauler is scheduled to pick up garbage. We assume that the applicant has coordinated garbage pick-up with the other buildings that locate their dumpsters in this alley; please confirm.

- (6) Will not create excessive additional public costs and will not significantly decrease property values of surrounding properties.**

**CWA Comment:**

As mentioned above, the use will occupy an existing alleyway. We don't believe it will significantly decrease property values of surrounding properties.

- (7) Will meet all the requirements and standards of this chapter and any other applicable laws, standards, ordinances, and or/regulations.**

**CWA Comment:**

See our comments in the remainder of this review for compliance with ordinance requirements.

We have also evaluated the proposal against the requirements of Section 78-102(2) for restaurants serving alcohol that we think apply to an outdoor area. Our comments regarding each are provided below:

- (b) Alcohol shall be served only to seated patrons ...**

**CWA Comment:**

This standard should be a condition of the Special Use Permit (after Public Hearing). The applicant will be responsible to ensure that alcohol is only served to seated patrons.

- (d) No dance floor or dancing area allowed.**

**CWA Comment:**

The proposed plans do not show any dancing area.

- (f) The Community Development Director shall request a report from the City's Director of Public Safety regarding the possible impacts of the establishment serving alcoholic beverages. The planning commission shall consider this report in their evaluation of the request for special land use approval.**

**CWA Comment:**

We defer this item to the Community Development Director.

In summary, we consider the proposal to meet the criteria for the standards in 78-281 and 78-102(2). However, some additional information is required.

***Items to be Addressed:*** 1. Provide the proposed hours of operation. 2. Describe how the outdoor area will function (dining and drinking; drinking only, etc.). 3. Will any speakers or music be used in the outdoor area? 4. Applicant to confirm that they have coordinated garbage pick-up with other businesses whose

*dumpsters occupy the alleyway. 5. Applicant to confirm that alcohol will only be served to seated patrons. 6. We defer providing a report from the City's Director of Public Safety to the Community Development Director.*

#### **SITE PLAN REQUIRED INFORMATION**

Per Section 78-247, the submission shall show specific site information. However, the applicant is not erecting any structures (permanent or temporary). They are only occupying an existing alleyway with tables and chairs.

***Items to be Addressed:*** None.

#### **PARKING**

Parking in the B-2 zoning district requires one space per 250 square feet of gross floor area. While the alley isn't technically a "floor," if this use is approved, it will permanently increase the number of patrons served by this business (after the occupancy restrictions have been lifted).

Per this standard, the outdoor seating area would require 3 additional parking spaces (736 s.f. /250 = 3 spaces). We defer whether parking for outdoor uses on private property in the downtown are typically required by the City to the Community Development Director.

The ordinance does allow the Planning Commission to modify the numerical parking requirements for a proposed use, given the level of current or future employment or the level of current or future customer traffic. If additional spaces are required, previously assigned parking credits, shared parking arrangements, or payment in lieu of building new spaces can be considered.

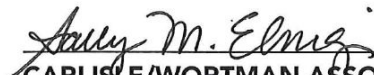
***Items to be Addressed:*** City requirements and/or Planning Commission determination of required parking for outdoor dining.

#### **RECOMMENDATIONS**

In our opinion, the outdoor seating area will increase the vibrancy of this part of the Downtown, and will provide an existing business with additional seating to make up for pandemic occupancy restrictions. We would recommend the Planning Commission set a Public Hearing, conditioned upon the following information being provided:

1. Provide the proposed hours of operation.
2. Describe how the outdoor area will function (dining and drinking; drinking only, etc.).
3. Will any speakers or music be used in the outdoor area?

4. Applicant to confirm that they have coordinated garbage pick-up with other businesses whose dumpsters occupy the alleyway.
  5. Applicant to confirm that alcohol will only be served to seated patrons.
  6. We defer providing a report from the City's Director of Public Safety to the Community Development Director.
  7. City requirements and/or Planning Commission determination of required parking for outdoor dining.
- 

  
\_\_\_\_\_  
**CARLISLE/WORTMAN ASSOC., INC.**  
**Sally M. Elmiger, AICP, LEED AP**  
**Principal**

cc: John Buzuvis  
Marleta Barr

**CITY OF PLYMOUTH**  
**SITE PLAN REVIEW APPLICATION**

Community Development Department  
 201 S. Main Street Plymouth, MI 48170  
 Ph. 734-453-1234 ext. 232  
[www.plymouthmi.gov](http://www.plymouthmi.gov)

**I. Site/Project Information**

Site Address <i>1250 S. Main ST Plymouth 48170</i>		Current Zoning Classification <i>B1</i>	Date of Application <i>4/19/2021</i>
Name of Property Owner <i>Silvia Canzano</i>		Phone Number <i>734 812-2859</i>	
Mailing Address <i>570 Byron ST.</i>		Email Address (Required) <i>SILVIACANZANO524@gmail.com</i>	
City <i>PLYMOUTH</i>	State <i>MI</i>	Zip Code <i>48170</i>	

**II. Applicant and Contact Information**

Indicate Who the Applicant Is. If Property Owner, Skip to Section III.	Architect	Developer	Engineer	Lessee
Applicant/Company Name <i>CANZANO</i>	Phone Number <i>734-812-2859</i>			
Applicant/Company Address <i>1250 S. Main ST Plymouth, MI 48170</i>	City <i>PLYMOUTH</i>	State <i>MI</i>	Zip Code <i>48170</i>	
Email Address (Required) <i>SILVIACANZANO524@gmail.com</i>				

**III. Site Plan Designer and Contact Information**

Site Plan Designer Company Name <i>MYSELF</i>		Phone Number		
Company Address	City	State	Zip Code	
Registration Number	Expiration Date	Email Address (Required)		

**IV. Type of Project (Please Select All that Apply)**

<input checked="" type="checkbox"/> Commercial	<input type="checkbox"/> Multi-Family	<input type="checkbox"/> New	<input type="checkbox"/> Remodel	<input type="checkbox"/> Change of Use
<input type="checkbox"/> Mixed Use	<input type="checkbox"/> Industrial	<input type="checkbox"/> Addition	<input type="checkbox"/> Interior Finish	<input type="checkbox"/> Special Land Use


**V. Historic District**

Is this project located in the Historic District?  
 Yes  No

**VI. Description of Work**

<i>Landscape for 1250 S. Main ST</i>

**VII. Applicant Signature**

Signature of Applicant 	Date 4/19/2021
---	-------------------

**VIII. Property Owner Signature**

Signature of Property Owner 	Date 4/19/2021
--	-------------------

Subscribed and sworn before me this 19 day of APRIL, 2021.

Notary Public: \_\_\_\_\_

My Commission expires: \_\_\_\_\_

**IX. Site Plan Review Checklist**

Please include the following applicable information on the site plan.		YES	NO	N/A
1.	Correct scale	[ ]	[ ]	[ ]
2.	Name of person preparing plan*	[ ]	[ ]	[ ]
3.	Date, north point	[ ]	[ ]	[ ]
4.	Property line dimension	[ ]	[ ]	[ ]
5.	Street right-of-way widths	[ ]	[ ]	[ ]
6.	Existing utilities (sewer, water, gas, etc.) and easements	[ ]	[ ]	[ ]
7.	Show adjacent property and buildings, including zoning	[ ]	[ ]	[ ]
8.	Existing topography, trees and other features	[ ]	[ ]	[ ]
9.	Off-site ground, parking lot, roadway, driveway and/or structure elevations for minimum distance of 50 feet	[ ]	[ ]	[ ]
10.	On-site grid of maximum 100 feet intervals each way (closer where rolling terrain warrants) and minimum 2.0 feet contours	[ ]	[ ]	[ ]
11.	Location of new structures including side and front yard setbacks and building length and width (show a general floor plan)	[ ]	[ ]	[ ]
12.	Number of dwelling units per building	[ ]	[ ]	[ ]
13.	Height of structure	[ ]	[ ]	[ ]
14.	Percent one room apartments (efficiencies)	[ ]	[ ]	[ ]
15.	Total number of rooms if multiple-family	[ ]	[ ]	[ ]
16.	Parking requirements met (See Section 78-720)	[ ]	[ ]	[ ]
17.	Number of units and bedrooms each building	[ ]	[ ]	[ ]
18.	Parking lot layout (showing paved area) including ingress and egress and service area	[ ]	[ ]	[ ]
19.	Parking lot space dimensions	[ ]	[ ]	[ ]
20.	Loading and unloading space	[ ]	[ ]	[ ]
21.	Site grading and drainage plan (on-site elevations for pavements, drives, parking lots, curbs, sidewalks and finish grade at bldg.)	[ ]	[ ]	[ ]
22.	Utility connections (sanitary sewer, water, storm sewers)	[ ]	[ ]	[ ]

Please include the following applicable information on the site plan.		YES	NO	N/A
23.	On-site storm water retention	[ ]	[ ]	[ ]
24.	Fire hydrants within 300 feet (on- and off-site)	[ ]	[ ]	[ ]
25.	Sidewalks and elevations	[ ]	[ ]	[ ]
26.	Sedimentation and erosion control plan	[ ]	[ ]	[ ]
27.	Landscape plan showing plant materials to be used	[ ]	[ ]	[ ]
28.	Sign requirements met	[ ]	[ ]	[ ]
29.	Require walls and fences or greenbelts	[ ]	[ ]	[ ]
30.	Corner clearance	[ ]	[ ]	[ ]
31.	Service drive needed	[ ]	[ ]	[ ]
32.	Acceleration lanes and traffic pattern	[ ]	[ ]	[ ]
33.	Trash receptacle locations including screening type and height	[ ]	[ ]	[ ]
34.	Mail box locations	[ ]	[ ]	[ ]
35.	Air conditioner unit locations	[ ]	[ ]	[ ]
36.	Special site features (play areas, pools, etc.)	[ ]	[ ]	[ ]
37.	Handicapped facilities	[ ]	[ ]	[ ]
38.	Building elevation drawings	[ ]	[ ]	[ ]

\*Where property line surveys, topography, sewer, water or storm drains are shown, the name of the registered engineer or land surveyor preparing such elements of the plan shall be indicated on the plan.

**For Office Use Only**

		YES/DATE	NO	N/A
1.	Pre-Application Meeting			
2.	Digital Copy of Application Package			
3.	Public Hearing Notice			
4.	CWA Review			
5.	Municipal Services Review			
6.	Fire Department Review			
7.	Engineering Review			



# RENOVATION FOR 1250 S. MAIN ST.

## SITE PLAN

### 1250 S. MAIN ST, PLYMOUTH, MICHIGAN



**LOCATION MAP:**  
NOT TO SCALE

**APPLICANT/OWNER:**  
SILVA CANZANO  
570 BYRON ST.  
PLYMOUTH, MI 48170

**SURVEYOR/ENGINEER:**  
ALPINE ENGINEERING, INC.  
46892 WEST ROAD, SUITE 109  
NOVI, MI 48377  
PHONE: (248) 926-3701  
FAX: (248) 926-3765

**ARCHITECT:**  
DIMENSIONAL DESIGN LLC  
30489 MUNGER  
LIVONIA, MI 48154  
PHONE: (734) 427-0050

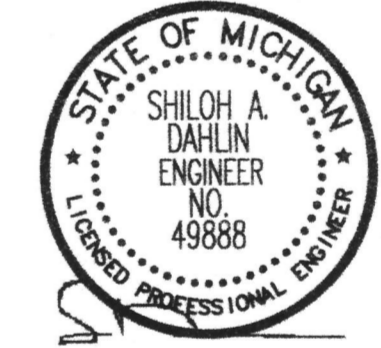
**LANDSCAPE ARCHITECT:**  
ALLEN DESIGN  
557 CARPENTER  
NORTHVILLE, MI 48167  
PHONE: (248) 467-4668

**SITE DATA:**

ACREAGE: ±0.21 ACRES  
**REQUIRED PARKING:**  
BEAUTY PARLOR OR BARBERSHOP:  
\*3 SPACES FOR EACH OF THE FIRST TWO BEAUTY OR BARBER STATIONS, AND 1 1/2 SPACES FOR EACH ADDITIONAL STATION.  
\*PROPOSED 8 STATIONS  
=3 + 1.5 \* 6  
=12 SPACES  
**PROPOSED PARKING:**  
=12 SPACES (INCLUDING 1 ADA BARRIER FREE SPACE)

**LEGAL DESCRIPTION:**

NORTH 30 FEET OF LOT 36 ALSO LOT 37, ALSO THE NORTH 80 FEET OF SOUTH 205 FEET OF THE EAST 14.10 FEET OF LOT 47, SUNSHINE ACRES SUBDIVISION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN LIBER 40 OF PLATS, PAGE(S) 3, WAYNE COUNTY RECORDS.

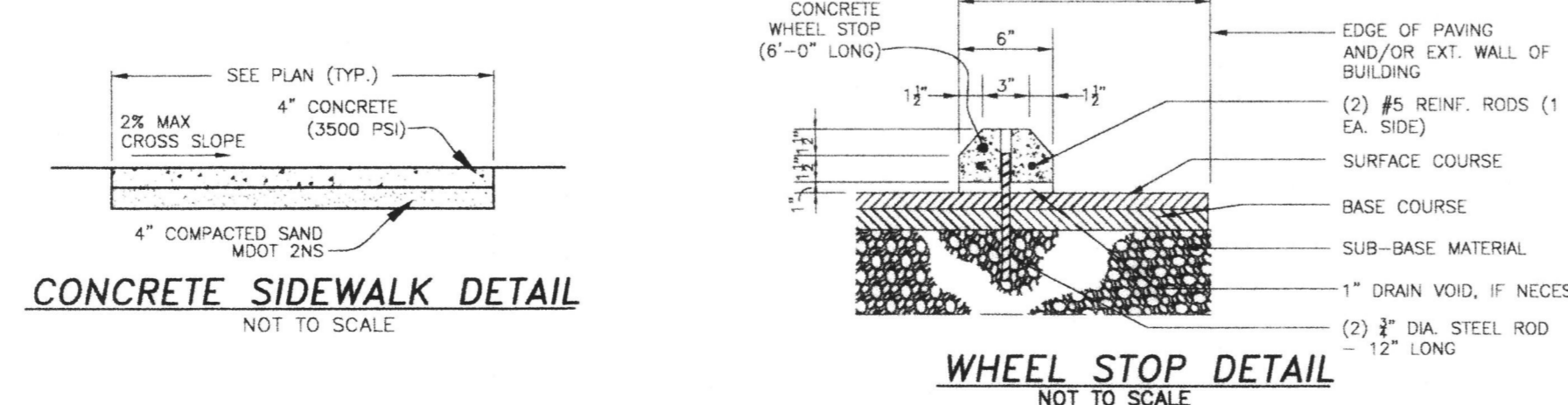


**LEGEND:**

⊙	EX. CATCH BASIN	⊙	EX. ELECTRIC METER
⊙	EX. MANHOLE	⊙	EX. SATELLITE DISH
⊙	EX. END SECTION	⊙	EX. SOIL BORING
⊙	EX. OVERFLOW STRUCTURE	⊙	EX. MAILBOX
⊙	EX. CLEANOUT	⊙	EX. MONITOR WELL
⊙	EX. WATER GATE VALVE	⊙	EX. AIR CONDITIONER
⊙	EX. HYDRANT	⊙	EX. FENCE
⊙	EX. WATER VALVE	FF.	EX. FINISH FLOOR ELEVATION
⊙	EX. WATER SHUTOFF	---	PROP. CURB & GUTTER (PITCH IN)
⊙	EX. GAS SHUTOFF	---	PROP. CURB & GUTTER (PITCH OUT)
⊙	EX. GAS VENT	---	PROP. STORM SEWER
⊙	EX. GAS METER	---	PROP. SANITARY SEWER
⊙	EX. GENERATOR	---	PROP. WATER MAIN
⊙	EX. HANDHOLE	---	PROP. STRUCTURE
⊙	EX. PEDESTAL	---	PROP. CLEAN-OUT
⊙	EX. TRANSFORMER	---	PROP. HYDRANT
⊙	EX. LIGHTPOLE	---	PROP. GATE VALVE
⊙	EX. UTILITY POLE	---	PROP. CURB BOX
⊙	EX. GUY ANCHOR	---	PROP. GUTTER ELEV.
⊙	EX. FIRE DEPT. CONNECTION	---	PROP. TOP OF CURB ELEV.
⊙	EX. TREE	---	PROP. TOP OF WALK ELEV.
⊙	EX. SANITARY SEWER	---	PROP. TOP OF PAVEMENT ELEV.
⊙	EX. STORM SEWER	---	PROP. SPOT ELEV.
⊙	EX. WATER MAIN	---	PROP. DRAINAGE ARROW
⊙	EX. ELECTRIC CABLE	---	PROP. SILT FENCE
⊙	EX. COMMUNICATION	---	PROP. INLET FILTER
⊙	EX. GAS LINE	---	PROP. ASPHALT
⊙	EX. OVERHEAD LINE	---	PROP. CONCRETE
⊙	EX. SIGN		
⊙	EX. POST/BOLLARD		
⊙	EX. FLAGPOLE		
⊙	EX. OVERFLOW STRUCTURE		

**NOTICE:**  
CONSTRUCTION SITE SAFETY IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR NEITHER THE OWNER NOR THE ENGINEER SHALL BE EXPECTED TO ASSUME ANY RESPONSIBILITY FOR SAFETY OF THE WORK, OF PERSONS ENGAGED IN THE WORK, OR ANY NEARBY STRUCTURES, OR OF ANY OTHER PERSONS.

**NOTE:**  
THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AS DISCLOSED BY AVAILABLE UTILITY COMPANY RECORDS AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE COMPANY. NO GUARANTEE IS EITHER EXPRESSED OR IMPLIED AS TO THE COMPLETENESS OR ACCURACY THEREOF. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES. THE CONTRACTOR SHALL NOTIFY THE DESIGN ENGINEER IMMEDIATELY IF A CONFLICT IS APPARENT.



- NOTES:**
- ALL WORK SHALL CONFORM TO THE CURRENT CITY OF PLYMOUTH, WAYNE COUNTY, AND/OR STATE OF MICHIGAN STANDARDS AND SPECIFICATIONS.
  - ALL PARKING AND TRAFFIC CONTROL SIGNS SHALL COMPLY WITH THE DESIGN AND PLACEMENT REQUIREMENTS OF THE "2011 MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES" (2011 MUTCD).
  - CALL MISS DIG (811) A MINIMUM OF 72 HOURS PRIOR TO THE START OF CONSTRUCTION. REFER TO ARCHITECTURAL DRAWINGS FOR INFORMATION REGARDING THE BUILDING RENOVATION. CONTRACTOR TO VERIFY DOOR LOCATIONS AND REMOVALS.
  - CONTRACTOR TO VERIFY SIZE AND CONDITION OF EXISTING LEADS DURING CONSTRUCTION. UTILIZE EXISTING LEADS IF LEADS ARE FOUND TO BE IN GOOD CONDITION AND OF ADEQUATE SIZE.
  - BEARINGS BASED ON MICHIGAN STATE PLANE COORDINATES, NAD83, MICHIGAN SOUTH ZONE.
  - SLOPES WITHIN THE ADA PARKING SPACE, ADA ACCESS AISLE, RAMP LANDINGS CANNOT EXCEED 2% IN ANY DIRECTION. SLOPE OF THE ADA RAMP CANNOT EXCEED 8.33%.
  - REFER TO THE PHOTOMETRICS PLAN PREPARED BY DIMENSIONAL DESIGN, LLC.

**SHEET INDEX:**  
1 SITE PLAN  
L-1 LANDSCAPE PLAN (PREPARED BY ALLEN DESIGN)

**NOT FOR CONSTRUCTION**

**COMMERCIAL**  
SITE PLANNING  
SITE ENGINEERING  
INDUSTRIAL & MULTI-UNIT  
CONSTRUCTION LAYOUT

**SURVEYING**  
ALTA SURVEYS  
BOUNDARY SURVEYS  
TOPOGRAPHIC SURVEYS  
PARCEL SPLITS

**RESIDENTIAL**  
SUBDIVISIONS  
SITE CONDOMINIUM  
MULTI-FAMILY  
CONSTRUCTION LAYOUT

**ALPINE ENGINEERING, INC.**  
CIVIL ENGINEERS & LAND SURVEYORS

(248) 926-3701 (BUS)  
(248) 926-3765 (FAX)  
WWW.ALPINE-INC.NET

46892 WEST ROAD  
SUITE 109  
NOVI, MICHIGAN 48377

**811**  
Know what's below  
Call before you dig.

**NICOLAS CANZANO**  
**SITE PLAN**  
RENOVATION FOR 1250 S. MAIN ST.  
RANGE: BE  
TOWNSHIP: 15  
CITY OF PLYMOUTH  
WAYNE COUNTY  
MICHIGAN  
SECTION: 34

CLIENT: **REVISD**

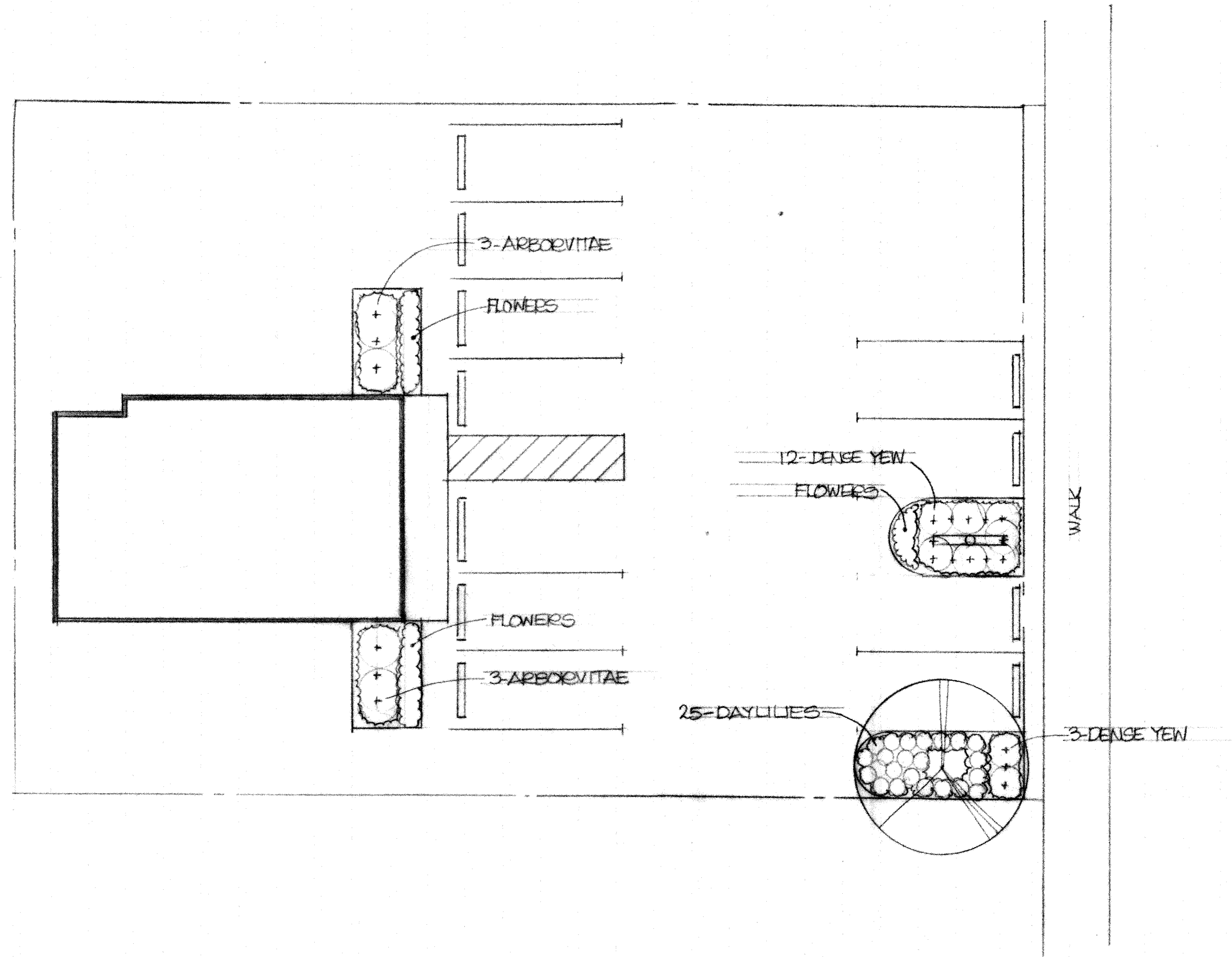
Proposed Salon/Barber Shop  
SP19-03 1250 S. Main  
Site Plan Review  
PC Mtg 11/13/19

DATE: **10-21-2019**  
DRAWN BY: **SD**  
CHECKED BY: **TG**

FBK:  
CHF:

SCALE: HOR 1"=10 FT.  
VER 1"=5 FT.

19-559



SCALE: 1"=10'-0"

LANDSCAPE DESIGN

FOR

CANZANO

1250 S. MAIN, PLYMOUTH

DESIGNED BY:

MICHIGAN GREENSCAPES (734) 483-2222





**Carlisle | Wortman**  
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

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Date: May 6, 2021

**Site Plan Review  
For  
Plymouth, Michigan**

**Applicant:** Silvia Canzano  
570 Byron  
Plymouth, MI 48170

**Project Name:** 1250 S. Main – Canzano Salon

**Plan Date:** Not dated

**Location:** 1250 S. Main St.

**Zoning:** B-1, Local Business District

**Action Requested:** Approval of an Amended Site/Landscape Plan

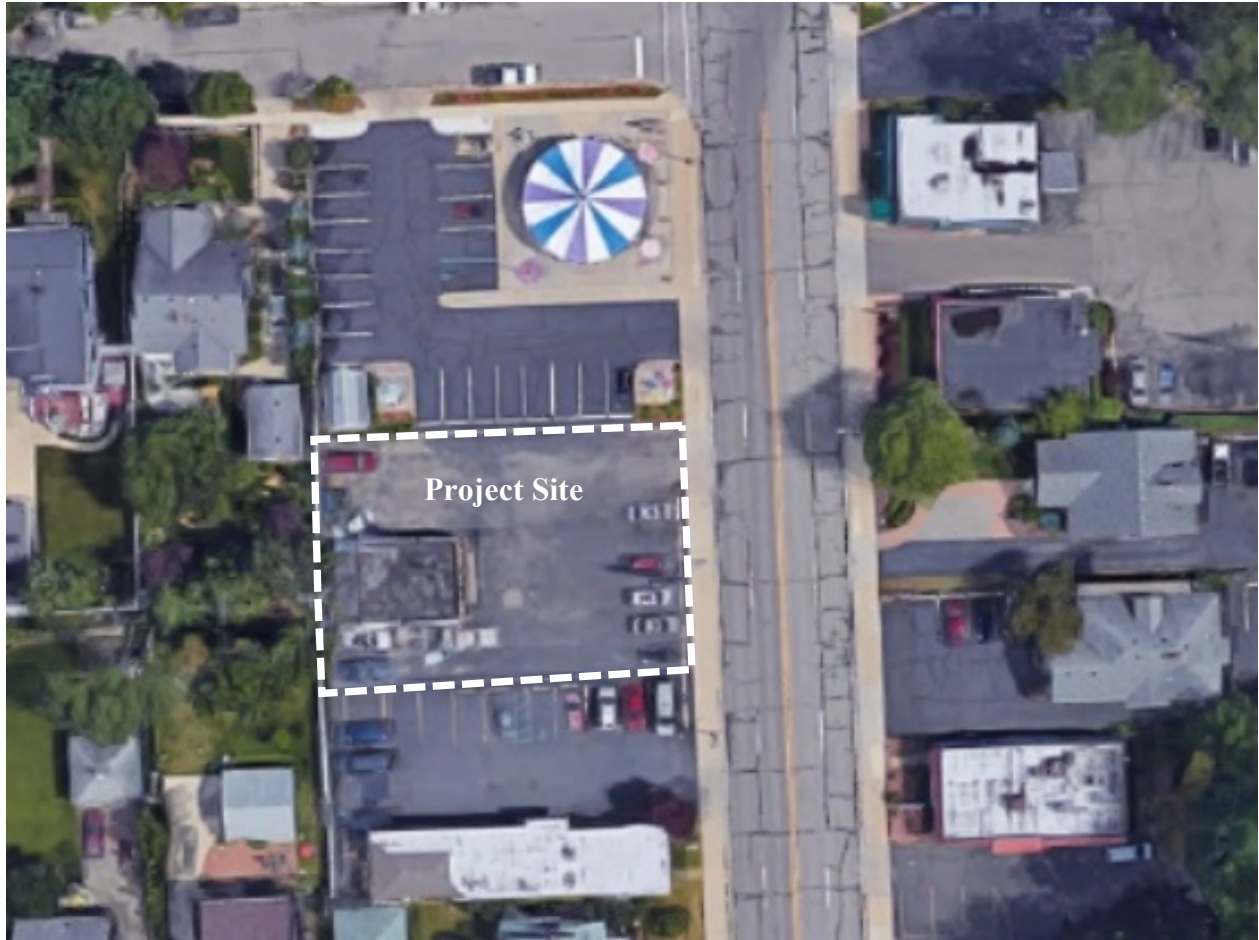
**Required Information:** Any deficiencies are noted in the report.

**PROJECT AND SITE DESCRIPTION**

In November 2019, the Planning Commission approved a site plan for a “change of use” at this site. The applicant operates a hair salon in an existing building that is located on the west side of S. Main Street in the B-1, Local Business District. The building was renovated to accommodate eight (8) salon stations.

The applicant is returning to the Planning Commission to modify the landscaping on the site. The applicant is now proposing to install two landscape islands in the parking lot that abuts the Main Street sidewalk. This will reduce the number of available parking spaces from 12 spaces to 11 spaces. Sec. 78-242 requires Site Plan Review of a proposal that decreases an off-street parking lot.

An aerial of the subject site is shown on the next page.



The existing building has one floor and is 1,033 square feet in size. A photo of the building and site before renovations were completed, and a photo showing the renovated building façade, are provided on the next page.

**Building and site before renovations were completed.**



Source: Google Maps

**Renovated building façade.**



Source: Canzanocanzano.com

In 2019, the Planning Commission made the following motion regarding the salon use in this building:

*A motion was made by Comm. Kehoe, seconded by Comm. Offerman, to approve site plan review SP19-03 for 1250 S. Main. The approval has the following conditions: two trees shall be added to the landscape buffer, the two most southernly parking spaces shall be designated for “compact cars only” by signage, obtain a variance or obtain a shared parking agreement with adjacent property owners for the three deficient parking spaces, show the location of automated trash carts, and approach the City to extend the landscaping to the sidewalk. Additional condition: the site plan shall be amended to reflect these items for administrative approval by the Community Development Department.*

## **PARKING**

As indicated above, the proposal reduces the number of parking spaces provided. The original site plan was deficient by 3 parking spaces; therefore, the Planning Commission conditioned its approval on the applicant obtaining a variance for the three spaces, or obtaining a shared parking agreement with an adjacent property owner. From a review of the Zoning Board of Appeals (ZBA) meeting minutes, it doesn't appear that the applicant went before the ZBA for a variance. Were they able to obtain a shared parking agreement with a neighbor? This question should be addressed.

The new proposal is removing one more parking space to install a new parking lot landscape island, making the number of spaces further deficient. How does the applicant propose to address this added deficiency?

**Items to be Addressed:** 1. Was a shared parking agreement obtained from a neighbor to account for the three deficient parking spaces? 2. How does the applicant propose to address the additional one-space deficiency caused by the new parking lot landscape island?

## **LANDSCAPING**

Section 78-203 requires parking lots which are visible from the public right-of-way to have a landscape strip at least 10-feet wide; one tree per 30-linear feet of street frontage; and five shrubs per 30-linear feet of street frontage. The purpose of the landscape strip is to screen the parking lot from the street. For this site, three (3) trees and fifteen (15) shrubs are required. The revised plan shows two landscape islands oriented perpendicular to the sidewalk. It shows ten (10) shrubs in the two landscape islands; and three (3) shrubs on either side of the building.

While the Planning Commission has the ability to modify landscaping requirements, a conflicting provision also exists within the ordinance. When two provisions conflict, the stricter of the two prevails. The salon is reusing an existing building and site. The existing site is currently non-conforming in regard to landscape screening of the parking lot. Sec. 78-351 - Nonconforming lots and sites, states that for projects involving change of use on sites that are nonconforming by reason of landscaping requirements, the site shall be brought into compliance, and landscape buffer strips shall be installed between the right-of-way and parking lot per Sec. 78-203.

Because of this conflict, the non-conforming use provisions are stricter; therefore, the applicant will either need to revise their plans to comply with the ordinance, or obtain a variance.

We have the following comments regarding needed changes to the proposed Landscape Plan:

1. The perpendicular orientation of the landscape islands does not screen the parking lot as well as the previous proposal.
2. The number of shrubs overall is sufficient; however, as described above, the purpose of the shrub planting is to screen the parking lot from the street. While attractive, planting shrubs on the north and side sides of the building does not accomplish this goal. Also, we assume the shrubs on the north and south sides of the building are in pots or planters? Please confirm.
3. The ordinance requires three trees in this parking lot. The revised plan shows one tree; two trees need to be provided. The species of proposed tree needs to be identified on the plans. In addition, the size of all the proposed plant material needs to be specified on the Landscape Plan.
4. Regarding plant species, Arborvitae are susceptible to salt spray in the winter. We would recommend a shrub that is more salt-tolerant of these conditions, such as *Rosa rugosa*. Also not evergreen, “Gro Low” Sumac is salt tolerant, fairly maintenance-free, and has nice fall color. The applicant should address this or other alternatives, but the species should not be susceptible to salt spray.

The previous plan, with the addition of two trees, met the ordinance requirements; however, the revised plan does not. The applicant may request a variance from the Board of Zoning Appeals, or may return with an amended plan.

**Items to be Addressed:** 1. Parking lot screening is insufficient in number of shrubs and trees. 2. Are shrubs proposed on north and south sides of building in pots or planters? 3. Landscape plan to show species of tree, and size of all plant material at time of planting. 4. Alternative species to Arborvitae that are tolerant of salt spray. 5. Applicant to revise Landscape Plan so that it meets ordinance requirements. 6. Applicant seek variance from Board of Zoning appeals to install alternative landscaping that does not meet ordinance requirements.

## RECOMMENDATIONS

The proposed changes to the landscape screen raise a number of issues. This change reduces the number of parking spaces, which increases the deficiency for the salon use. This change is also not compliant with the parking lot screening requirements (Sec. 78-203).


We would recommend that the applicant amend the plans so that they are compliant with the ordinance, or seek a variance from the Board of Zoning Appeals. In addition, the applicant will also need to seek a variance (or provide a shared parking agreement) for the additional parking space deficiency of one (1) space.

A summary of the outstanding issues is provided below:

- A. Parking and Loading.** 1. Was a shared parking agreement obtained from a neighbor to account for the three deficient parking spaces? 2. How does the applicant propose to address the additional one-space deficiency caused by the new parking lot landscape island?



- B. Landscaping.** 1. *Parking lot screening is insufficient in number of shrubs and trees.* 2. *Are shrubs proposed on north and south sides of building in pots or planters?* 3. *Landscape plan to show species of tree, and size of all plant material at time of planting.* 4. *Alternative species to Arborvitae that are tolerant of salt spray.* 5. *Applicant to revise Landscape Plan so that it meets ordinance requirements.* 6. *Applicant seek variance from Board of Zoning appeals to install alternative landscaping that does not meet ordinance requirements.*
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CARLISLE/WORTMAN ASSOC., INC.  
Sally M. Elmiger, AICP, LEED AP  
Principal

cc: John Buzuvis, Community Development Director  
Marleta Barr, Building Department  
Silvia Canzano ([silviacanzano524@gmail.com](mailto:silviacanzano524@gmail.com))