



City of Plymouth Planning Commission Rescheduled Regular Meeting Agenda Thursday, May 19, 2022 – 7:00 p.m. City Hall & Online Zoom Webinar

City of Plymouth
201 S. Main
Plymouth, Michigan 48170

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

<https://us02web.zoom.us/j/83073522215>

Webinar ID: 830 7352 2215

Passcode: 580403

1. **CALL TO ORDER**
 - a) Roll Call
2. **CITIZENS COMMENTS**
3. **APPROVAL OF THE MINUTES**
 - a) Approval of the April 13, 2022, regular meeting minutes
4. **APPROVAL OF THE AGENDA**
5. **COMMISSION COMMENTS**
6. **PUBLIC HEARINGS**
 - a) **Postponed to June 8, 2022:** SP22-03 110 W. Ann Arbor Trail: Special land use and site plan review for a liquor-serving establishment
7. **OLD BUSINESS**
8. **NEW BUSINESS**
 - a) SP21-05 1490 W. Ann Arbor Rd: Site plan amendment
 - a) Discussion only: Zoning Audit Project Description
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 x 234 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.

City of Plymouth Strategic Plan 2022-2026

GOAL AREA ONE – SUSTAINABLE INFRASTRUCTURE

OBJECTIVES

1. Identify and establish sustainable financial model(s) for major capital projects, Old Village business district, 35th District Court, recreation department, and public safety
2. Incorporate eco-friendly, sustainable practices into city assets, services, and policies; including more environmentally friendly surfaces, reduced impervious surfaces, expanded recycling and composting services, prioritizing native and pollinator-friendly plants, encouraging rain gardens, and growing a mature tree canopy
3. Partner with or become members of additional environmentally aware organizations
4. Increase technology infrastructure into city assets, services, and policies
5. Continue sustainable infrastructure improvement for utilities, facilities, and fleet
6. Address changing vehicular habits, including paid parking system /parking deck replacement plan, electric vehicle (EV) charging stations, and one-way street options

GOAL AREA TWO – STAFF DEVELOPMENT, TRAINING, AND SUCCESSION

OBJECTIVES

1. Create policies and programs that support staff recruitment/retention, including a coordinated recruitment program, flexible scheduling, and an internship program
2. Increase staff levels to appropriately support city services and departments
3. Provide staff/board/volunteer trainings and programming with a focus on improving understanding on issues of diversity, equity, and inclusion and emphasizing working with and serving diverse communities

GOAL AREA THREE – COMMUNITY CONNECTIVITY

OBJECTIVES

1. Engage in partnerships with public, private, and non-profit entities
2. Increase residential/business education programs for active citizen engagement
3. Robust diversity, equity, and inclusion programs
4. Actively participate with multi-governmental lobbies (Michigan Municipal League, Conference of Western Wayne, etc.)

GOAL AREA FOUR – ATTRACTIVE, LIVABLE COMMUNITY

OBJECTIVES

1. Create vibrant commercial districts by seeking appropriate mixed-use development, marketing transitional properties, and implementing Redevelopment Ready Communities (RRC) practices
2. Improve existing and pursue additional recreational and public green space opportunities and facilities for all ages
3. Develop multi-modal transportation plan which prioritizes pedestrian and biker safety
4. Improve link between Hines Park, Old Village, Downtown Plymouth, Plymouth Township, and other regional destinations
5. Maintain safe, well-lit neighborhoods with diverse housing stock that maximizes resident livability and satisfaction
6. Modernize and update zoning ordinance to reflect community vision
7. Implement Kellogg Park master plan

1. Address ordinances pertaining to R-1 fences and height of residential structures
2. Begin the preliminary process for the 2023 master plan revision in Q4
3. Explore an impervious surface ordinance
4. Audit the current zoning ordinance and identify an approach for implementing form-based codes



Plymouth Planning Commission
Regular Meeting Minutes
Wednesday, April 13, 2022 - 7:00 p.m.
Plymouth City Hall 201 S. Main

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

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

1. CALL TO ORDER

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

Present: Chair Sisolak, Vice Chair Scott Silvers, Commissioners Shannon Adams, Joe Hawthorne, Tim Joy, Jennifer Mariucci, Kyle Medaugh, Hollie Saraswat and Eric Stalter

Also present: City Commissioner Kelly O'Donnell, Assistant Community Development Director Greta Bolhuis, and Planning Consultant Sally Elmiger.

2. CITIZENS COMMENTS

There were no citizen comments

3. APPROVAL OF MEETING MINUTES

Joy offered a motion, seconded by Medaugh, to approve the minutes for the March 9, 2022 meeting.

There was a roll call vote.

Yes: Adams, Hawthorne, Joy, Mariucci, Medaugh, Saraswat, Silvers, Stalter, Sisolak
MOTION PASSED 9-0

4. APPROVAL OF THE AGENDA

Hawthorne offered a motion, seconded by Saraswat, to approve the agenda for April 13, 2022.

There was a roll call vote.

YES: Yes: Adams, Hawthorne, Joy, Mariucci, Medaugh, Saraswat, Silvers, Stalter, Sisolak
MOTION PASSED 9-0

5. COMMISSION COMMENTS

Sisolak said the Zoning Board of Appeals asked the Planning Commission to review the garage height ordinance.

6. PUBLIC HEARINGS

a. 340 N. Main: Concept only for special land use and site plan approval for a liquor-serving establishment

Joy offered a motion, seconded by Adams, to postpone the public hearing until more information was submitted.

There was a roll call vote.

Yes: Adams, Hawthorne, Joy, Mariucci, Medaugh, Saraswat, Silvers, Stalter, Sisolak
MOTION PASSED 9-0

The project coordinator for the Sidecar project gave an overview of the plan. He said there would be two restaurants – a slider bar that would be open from 11:00 a.m. to 2:00 a.m. and an evening-only bar. He said they had submitted paperwork to the state for a liquor license. In answer to commission member questions, he said the dumpster would be moved to allow foot and bicycle traffic to travel between the path behind the Pulte project and N. Main Street. Walkability from downtown and Old Village to the restaurant was also encouraged. The applicant plans to submit a site plan for review soon.

7. OLD BUSINESS

There was no old business.

8. NEW BUSINESS

a. Education session: Redevelopment Ready Communities (RRC)

Bolhuis presented information on the Michigan Economic Development Corporation's RRC program that the City of Plymouth has been working on since 2017. The City was recently awarded Essential status and staff plans to work toward full certification to be eligible for RRC benefits. Planning Commission members were encouraged to attend RRC training.

b. Discussion only: fence ordinance and impervious surface ordinance

Sisolak said she would like to form subcommittees to explore a fence and an impervious surface ordinance. It was agreed that developing an impervious surface ordinance was in line with the City Commission's strategic plan and that it would impact more residents. Discussion points included water runoff from elevated homes, flooding garages, and oversized driveways. Hawthorne, Medaugh, and Saraswat agreed to serve on the impervious surfaces subcommittee. This group, and anyone interested in exploring a fence ordinance were asked to research the issue and bring it to the Planning Commission for discussion at a future meeting.

9. REPORTS AND CORRESPONDENCE

City Commission Liaison Kelly O'Donnell confirmed that an impervious surface ordinance was on their list of tasks for 2022. She said that applications were being accepted for "streeteries", and that the City Commission was working on the budget. She commented that there was a 'Paid Public Parking' sign on a small privately-owned lot on Deer St. and stressed that the lot is not a City of Plymouth property.

Hawthorne asked whether a property near the Saxton's lot where homes had been demolished was part of the project there, and Bolhuis said it was owned by someone else.

Mariucci expressed interest in attending the RRC training and asked whether phase two of the Pulte project was moving forward. Sisolak said it was not, and Elmiger commented that the sidewalk crossing the property north of the Pulte site was part of their original PUD agreement and would be required to remain.

Sisolak asked Bolhuis to ensure that Westborn combine two parcels as was required in their site plan approval. She said she will not attend the September meeting and reminded others to report any planned absences in advance.

10. ADJOURNMENT

Hawthorne offered a motion, seconded by Joy, to adjourn the meeting at 8:36 p.m.

There was a roll call vote.

Yes: Adams, Joy, Hawthorne, Mariucci, Medaugh, Saraswat, Silvers, Stalter, Sisolak

MOTION PASSED 9-0



Carlisle | Wortman
ASSOCIATES, INC.

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

MEMORANDUM

TO: City of Plymouth Planning Commission

FROM: Sally M. Elmiger, AICP, LEED AP

DATE: April 5, 2022

RE: Scooters Coffee Drive-Through – Revised Site Plan for Masonry Screen Wall and Streetscape Features

The Planning Commission approved a Special Land Use and Site Plan for a drive-through coffee shop at the northeast corner of W. Ann Arbor Road and Sheldon (1490 W. Ann Arbor Road) on December 8, 2021.

The applicant is returning with revised site plans (dated April 13, 2022) to request two changes to the site plan:

1. To construct a wood fence (vs. masonry wall) along the eastern property line (between the coffee shop and the adjacent residential condominium building); and
2. Maintain some of the existing piers and fencing that currently exist along the Ann Arbor Road and Sheldon Road frontages, rather than construct new piers/fencing along the entire frontages, as originally proposed.

We have evaluated these requests, based on the provisions in the Ann Arbor Road Corridor (ARC) District.

Wood vs. Masonry Fence Along East Property Line

This use is listed in the ARC District as a “special land use” because of the drive-through aspects of the project. In the ARC District, the description of a drive-through states: “The drive-through service speaker location and/or amplification shall not cause noise that is audible from adjacent residences.” (78-161(c)(25)). We provide this provision in our review to inform the applicant and Planning Commission that regardless of the treatment of either property line, the ordinance requires that if the drive-through speakers negatively impact nearby neighbors, the owner/operator of the business will be required to mitigate the noise so that it doesn’t unduly disturb the residents.

Sec. 78-167(c)(1) requires a solid wall with planting strip (6 to 8-feet wide) where the Ann Arbor Road Corridor District is adjacent to any multi-family residential use or district. The planting strip is to be planted with deciduous shade trees 35-feet on center. This section of the ordinance also allows the Planning Commission to approve modifications it determines necessary to address unusual circumstances.

The east and north property lines of this site abut multi-family residential uses. In the Planning Commission’s Special Land Use/Site Plan approval, a wood fence was permitted along the northern

property line, and a portion of the eastern property line due to the existence of a 12-foot wide DTE utility easement. The remainder of the eastern property line was to receive a 6-foot tall masonry screen wall.

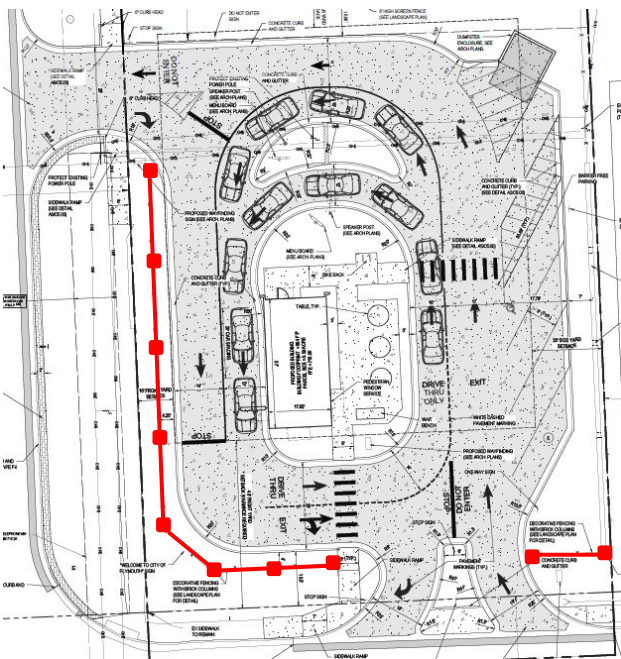
The revised plans show a six-foot tall wood fence along the entirety of the eastern property line. The application materials indicate that the reason for this change is to match the screen fence proposed along the northern property line, and revise landscaping. The fence proposed for the northern property line (on the approved Site Plan) is a “shadow-box” style that has two finished sides.

The ordinance permits the Planning Commission to make modifications to the screen wall requirement to address unusual circumstances. The applicant should indicate the “unusual circumstances” that is driving this proposed change.

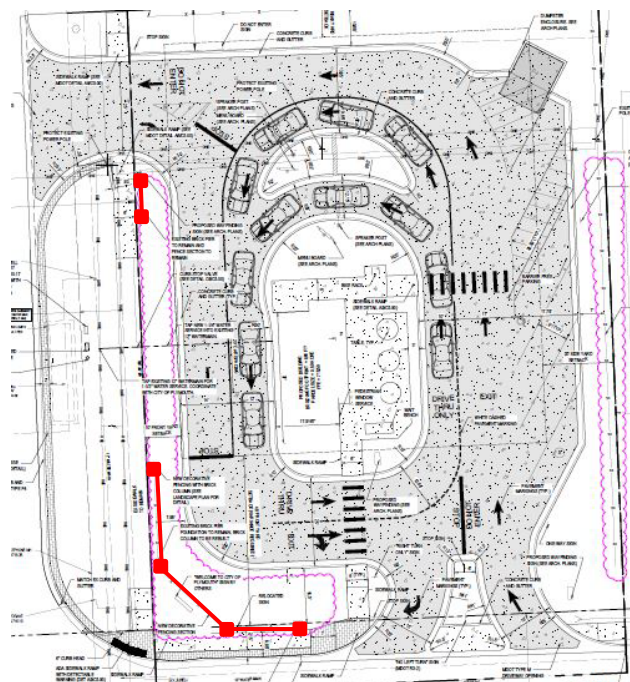
The revised plans show additional landscaping along the east property line. In addition to the required deciduous trees, small and medium-sized shrubs have been added. We would assume that a masonry wall would better mitigate noise from this business than a wood fence. However, we also assume that the medium-sized shrubs will help to mitigate the drive-through speaker noise to the east. Also, there is an existing carport between this site and the actual residential building to the east. The Planning Commission will need to determine if the combination wood fence/landscaping/car port will be an effective noise barrier compared to a masonry wall. In any event, we recommend switching out the proposed Holly with Michigan Holly (*Ilex verticillata*), which is much more suited to Michigan’s climate.

Maintaining Existing Piers/Fence Along Ann Arbor Road and Sheldon Road Frontages & Landscape Changes

The approved plans (left) show a proposed pier/fence detail all along the Ann Arbor Road and Sheldon Road frontages as required by the ordinance. The revised plans (right) show the reduced number of piers and fencing:



Approved 2021



Proposed 2022

The proposal is using some of the existing piers on-site, except for the piers to the east side of the Ann Arbor Road driveway, which are being removed. The other difference between the two plans is that the existing piers are directly adjacent to the sidewalk, while the previously approved plans locate the piers further away, and place landscaping between the piers/fencing and sidewalk.

The ordinance does permit “design flexibility” in application of the Ann Arbor Road Streetscape features, as follows:

“ Design flexibility: Within the intent of this article, the planning commission may approve alternatives it determines to be necessary to accommodate peculiar circumstances or unforeseen problems, or to carry out the spirit, intent, and purposes of this article. Further, where streetscape elements have been accomplished along Ann Arbor Road by means of earlier development which substantially accomplish the overall design objectives, the planning commission may modify the requirements to reflect those earlier improvements.”

The Planning Commission will need to determine if the revisions to the plans are “necessary to accommodate peculiar circumstances or unforeseen problems,” or if the streetscape elements of earlier development substantially accomplish the overall design objectives of this District. The intent of the ARC “...is to facilitate implementation of the Ann Arbor Road Corridor Design Plan. The Design Plan proposes the installation of specific landscaping and design elements along the sides of Ann Arbor Road to act as a unifying streetscape. Consistency in these streetscape features, materials and colors is essential in achieving the community’s desired aesthetic character, economic enhancement and revitalization, and to support the public health, safety, and welfare.” Therefore, the Planning Commission should consider the proposal in light of how it achieves the intent of the ARC District, and application of the Design Plan for a consistent aesthetic along the corridor.

Other Landscaping Changes

The following additional landscaping changes are also proposed:

1. Total number of shrubs has been reduced by 13. Since new shrubs are proposed along the easterly property line, this means that shrubs along the Ann Arbor/Sheldon Road corridors, and around the building, are being reduced.
2. All perennials are being eliminated from the plans (165 plants).
3. All plantings (perennials and shrubs) are being eliminated from around the drive-through menu board.
4. The number and variety of plant species are being reduced around the outdoor patio seating area, and adjacent to the driveways along Ann Arbor Road.

The ARC District requires one tree per 40 lineal-feet of street frontage, and 10 shrubs per 30 lineal-feet of street frontage. The revised plans are deficient by two trees along the road frontage.

Summary

Our comments are summarized below:

1. Regarding the requested change from a masonry wall to a wood fence, the applicant should indicate the “unusual circumstances” that are driving this proposed change. This is the ordinance standard for the Planning Commission to consider modifying the masonry wall requirement.

2. We recommend switching out the proposed Holly with Michigan Holly (*Ilex verticillata*), which is much more suited to Michigan's climate.
3. Regarding streetscape feature changes along the road frontages, the Planning Commission should consider the proposal in light of how it achieves the intent of the ARC District, and application of the Design Plan for a consistent aesthetic along the corridor.
4. The number of trees along the road frontages are deficient by two (2).



CARLISLE/WORTMAN ASSOC., INC.

Sally M. Elmiger, AICP, LEED AP

Principal



**CITY OF PLYMOUTH
COMMUNITY DEVELOPMENT DEPARTMENT
SITE PLAN REVIEW APPLICATION**

201 South Main Street
Plymouth, Michigan 48170
(734) 453-1234 ext. 232
www.plymouthmi.gov

GENERAL INFORMATION:

Applicants seeking site plan approval are encouraged to familiarize themselves with the City of Plymouth Zoning Ordinance, Zoning Map, and Master Plan. Review these documents in order to assure that the land is properly zoned to permit the use proposed for development of the site and the building height, bulk, density, area, off-street parking, landscaping and screening requirements of the zoning ordinance are met. Copies of the Zoning Ordinance, Zoning Maps and Master Plans may be obtained online.

Site plans for all Multiple Family Residential, Condominium/Townhome Residential, and all Non-Residential developments must be reviewed and approved by the City of Plymouth Planning Commission before building permits may be issued.

Applicants must have a pre-application meeting prior to submittal unless waived by the Community Development Director. Pre-application meeting fee is \$325.

SITE PLAN REVIEW FEE(S):

Site Plan Review (initial review and one revision).....\$1,500 + \$50/acre or fraction thereof
Subsequent Site Plan Review (after the initial and one revision) \$750
Special Land Use Review \$600 in addition to Site Plan Review fee
Final Site Conformance Review (Multi-Family and Non-Residential) \$50/acre, \$200 Min.

REVIEW PROCESS:

Submit 15 copies of the Site Plan Review Application and 15 copies of the site plan drawings and any supplemental information (folded and stapled) to the Community Development Department before the review process can begin. Site plan drawings shall be on a sheet size that is legible to see details (suggested 24" by 36"), with graphics and scale. Submit one digital copy of the entire submission package (application, site plan drawings, supplemental information, etc.) via email, flash drive, or document sharing application. Site plans submitted for review must be in the hands of the City **by 12:00 PM on the third Monday of the month** in order to be on the following month's agenda. Specific deadlines and meeting dates can be found on the Planning Commission's page on the City's website. Fees shall be provided at the time of submittal.

This application will be initially reviewed for completeness by the Community Development Department. Incomplete applications will be returned for modification. Following determination of completeness, applications are distributed to the City's Planning Consultant, Fire Marshall, applicable department heads, and Planning Commissioners for review to ensure compliance with all applicable codes and ordinances.

The applicant will be provided with the Planning Consultant's comments and recommendations concerning the application in advance of the meeting.

The Planning Commission meets on the second Wednesday of the month in the City of Plymouth Commission Chambers (second floor), 201 S. Main Street, Plymouth, MI at 7:00 PM unless otherwise specified on the City's website.

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

I. Site/Project Information

Site Address 1490 West Ann Arbor Rd	Current Zoning Classification ARC: Ann Arbor Road Corridor	Date of Application 9/17/2021
Name of Property Owner FLAGSTAR BANK, FSB	Phone Number 248-312-6447	
Mailing Address 5151 CORPORATE DRIVE	Email Address (Required) PAUL.BUC@FLAGSTAR.COM	
City TROY	State MICH.	Zip Code 48098

II. Applicant and Contact Information

Indicate Who the Applicant Is. If Property Owner, Skip to Section III.	Architect	Developer	Engineer	Lessee
Applicant/Company Name Bryan Bender Fortisnet Lease	Phone Number 248.419.3810			
Applicant/Company Address 30445 Northwestern Hwy. Suite 275	City Farmington Hills	State MI	Zip Code 48334	
Email Address (Required) bbender@fortisnetlease.com				

III. Site Plan Designer and Contact Information

Site Plan Designer Company Name Progressive AE	Phone Number 616-361-2664			
Company Address 1811 4 Mile Rd NE	City Grand Rapids	State MI	Zip Code 49525	
Registration Number 6201055538	Expiration Date 10/31/2023	Email Address (Required) manionj@progressiveae.com		

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

<input checked="" type="checkbox"/> Commercial	<input type="checkbox"/> Multi-Family	<input checked="" 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 checked="" 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

Construction of new 664 square foot coffee shop with drive-through only service.
Site improvements include new driveways, parking spaces for employees, utilities and landscaping.
4/13/2022 Site plan amended to use sections of existing ornamental fence and piers,
revise screen wall and east property line to screen fence to match north side of property and revise landscaping.

VII. Applicant Signature


Signature of Applicant	Date
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VIII. Property Owner Signature

Signature of Property Owner 	Date 4/14/22
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Subscribed and sworn before me this 14TH day of MAY, 2022.

Mee Lor
 Notary Public - State of Michigan
 County of Macomb
 My Commission Expires 03/04/2026
 Acting in the County of Oakland

Notary Public: 
 My Commission expires: 03/04/2026

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	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24.	Fire hydrants within 300 feet (on- and off-site)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25.	Sidewalks and elevations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
26.	Sedimentation and erosion control plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27.	Landscape plan showing plant materials to be used	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
28.	Sign requirements met	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29.	Require walls and fences or greenbelts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30.	Corner clearance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
31.	Service drive needed	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
32.	Acceleration lanes and traffic pattern	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
33.	Trash receptacle locations including screening type and height	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
34.	Mail box locations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
35.	Air conditioner unit locations	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
36.	Special site features (play areas, pools, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
37.	Handicapped facilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
38.	Building elevation drawings	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*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			

CALL 811 NOTE:
 CONTRACTOR TO CONTACT 811 SERVICE AT LEAST 3 WORKING DAYS PRIOR TO CONSTRUCTION, TO CONFIRM LOCATION OF EXISTING UTILITIES. DIAL 811.

GENERAL SITE LAYOUT NOTES

- ALL WORKMANSHIP AND MATERIALS SHALL BE ACCORDING TO THE CURRENT MICHIGAN DEPARTMENT OF TRANSPORTATION (M.D.O.T) STANDARD SPECIFICATIONS FOR CONSTRUCTION.
- CONTACT "MISS DIG" TOLL FREE AT 1-800-482-7171 THREE (3) DAYS PRIOR TO THE START OF CONSTRUCTION, EXCLUDING SATURDAYS, SUNDAYS, AND HOLIDAYS.
- NO DIMENSION MAY BE SCALED. REFER UNCLEAR ITEMS TO THE ENGINEER FOR INTERPRETATION.
- DIMENSIONS SHOWN ARE TO FACE OF CURB UNLESS OTHERWISE NOTED AS B-B (BACK TO BACK) OR E-E (EDGE OF METAL TO EDGE OF METAL).
- CONTRACTOR TO PAINT STRIPE ALL PARKING SPACES SHOWN. PAINT COLOR TO BE YELLOW.
- UPON REQUEST, ELECTRONIC INFORMATION WILL BE PROVIDED FOR SITE LAYOUT PURPOSES. CONTRACTOR SHALL REQUEST ALL INFORMATION IN WRITING THROUGH PROGRESSIVE AE. LAYOUT OF ALL NEW CONSTRUCTION SHALL BE DONE BY A LICENSED SURVEYOR.
- ALL CONCRETE JOINTS SHALL BE TOOLED PER SPECIFICATIONS.
- CONTRACTOR MUST RESTORE AND REPAIR ANY EXISTING CONDITIONS DISTURBED BY CONSTRUCTION. THIS IS TO INCLUDE BURIED UTILITIES, LIGHTING, LANDSCAPING, SPRINKLING, ETC.
- ANY AREA DISTURBED BY CONSTRUCTION TO BE RESTORED TO CONDITION EQUAL TO OR BETTER THAN BEFORE CONSTRUCTION BEGAN.
- ALL PAVEMENT, CURB & GUTTER, SIDEWALK AND UTILITIES WITHIN PUBLIC RIGHT OF WAY SHALL MEET CITY OF PLYMOUTH STANDARDS.

GENERAL NOTES

- VERIFY THE HORIZONTAL AND VERTICAL LOCATION OF ALL EXISTING UTILITIES PRIOR TO CONSTRUCTION.
- PROTECT AND MAINTAIN CROSSINGS OF OTHER UTILITIES.
- REFER TO SURVEY FOR BENCHMARK INFORMATION.
- ALL MATERIAL, SPECIFICATIONS AND CONSTRUCTION METHODS SHALL BE IN CONFORMANCE WITH ALL APPLICABLE MUNICIPAL AGENCIES.
- RESTORE ALL STREET SURFACES, DRIVEWAYS, CULVERTS, ROADSIDE DRAINAGE DITCHES, AND OTHER PUBLIC OR PRIVATE STRUCTURES THAT ARE DISTURBED OR DAMAGED AS A RESULT OF CONSTRUCTION ACTIVITIES TO MATCH AT A MINIMUM EXISTING CONDITIONS.
- CONTRACTOR'S MANNER AND METHOD OF INGRESS AND EGRESS WITH RESPECT TO THE PROJECT AREAS SHALL IN NO WAY PROHIBIT OR DISTURB NORMAL PEDESTRIAN OR VEHICULAR TRAFFIC IN THE VICINITY AND IS SUBJECT TO REGULATION AND WRITTEN APPROVAL OF APPROPRIATE GOVERNING AGENCIES.
- EXISTING TREES TO REMAIN - CONTRACTOR TO PROTECT ROOT SYSTEMS BY MAINTAINING TREE PROTECTION FENCING AT TREE DRIFLINE TO ELIMINATE MATERIAL STORAGE, PARKING OR CONSTRUCTION TRAFFIC WITHIN THE TREE DRIFLINE.
- CONSTRUCTION TO BE COMPLETED IN ONE PHASE.

PAVING NOTES

- PAVEMENT CONSTRUCTION TO BE PERFORMED IN ACCORDANCE TO CURRENT MICHIGAN DEPARTMENT OF TRANSPORTATION STATE HIGHWAY ADMINISTRATION STANDARD SPECIFICATIONS FOR CONSTRUCTION AND MATERIALS.
- MINIMUM 28 DAY COMPRESSIVE STRENGTH SHALL BE 4,000 PSI FOR ALL EXTERIOR CONCRETE. SLUMP RANGE: 3 INCHES TO 5 INCHES. AIR CONTENT: 5 PERCENT TO 8 PERCENT.
- PROVIDE SCORED CONCRETE CONTROL JOINTS AT 12 FEET MAXIMUM SPACING.
- CONCRETE JOINT LAYOUT SHALL FORM SQUARE PANELS, WHERE NOT PRACTICAL, RECTANGULAR PANELS MAY BE USED IF THE LONG DIMENSION IS NO MORE THAN 1.5 TIMES THE SHORT DIMENSION.

PAVEMENT LEGEND

	STANDARD CONCRETE PAVEMENT	6" CONCRETE
	HEAVY DUTY CONCRETE PAVEMENT	8" CONCRETE
	CONCRETE SIDEWALK	4" CONCRETE 4" MDOT CLASS II GRANULAR BASE APPROVED COMPACTED SUBBASE
	STAMPED CONCRETE VERGE	6" COLORED CONCRETE WITH BRICK WITH BRICK STAMP PER CITY STANDARD 6" MDOT CL II GRANULAR BASE APPROVED COMPACTED SUBBASE

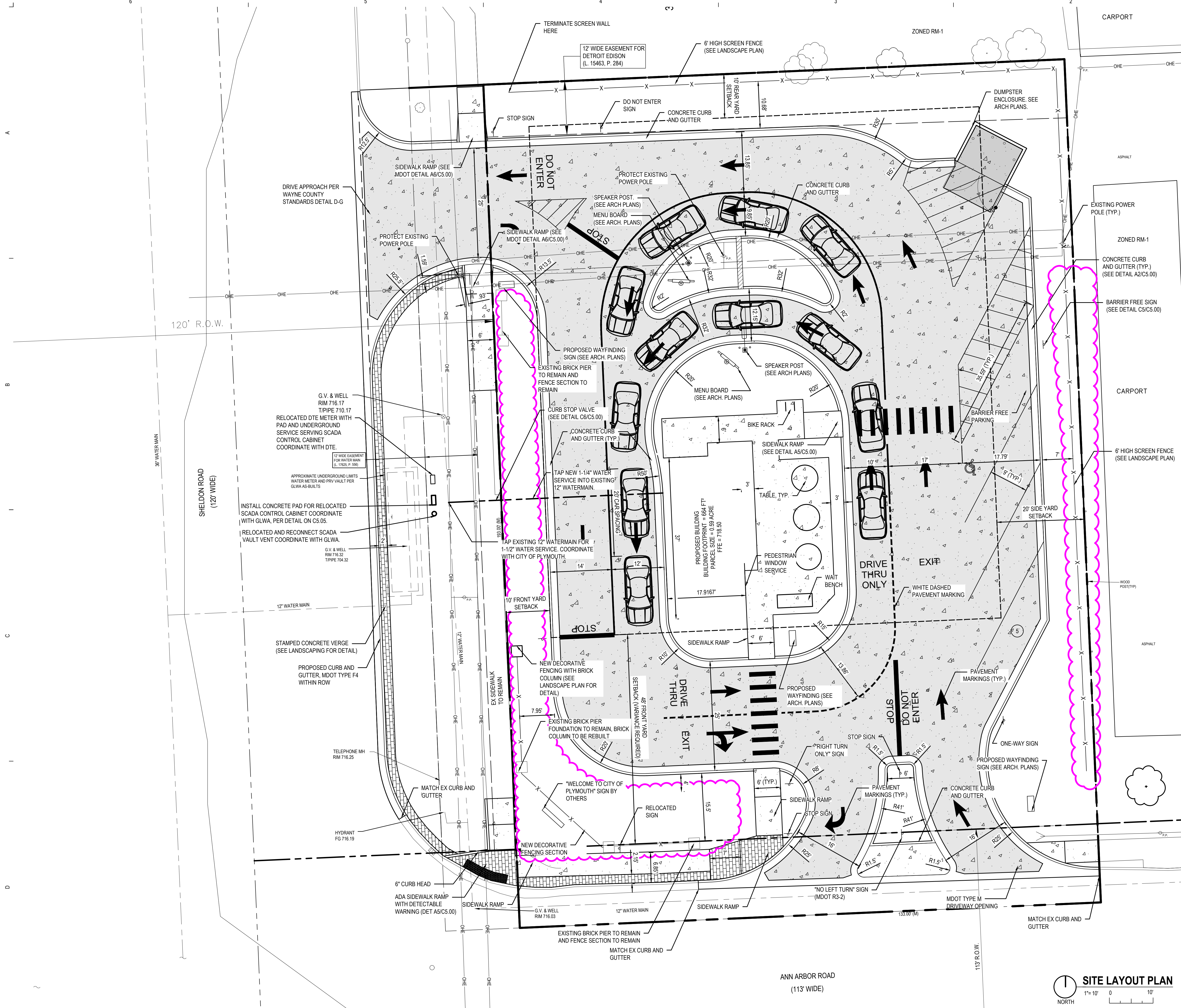
ISSUANCE
 SITE PLAN REVIEW - REV 1
 4/13/2022

REVISIONS

NO.	DATE	DESCRIPTION

FILE NUMBER: 91880004
PROJECT MANAGER: JPM
PROFESSIONAL: AOA
DRAWN BY: AOA
CHECKED BY:

SITE LAYOUT PLAN C2.01



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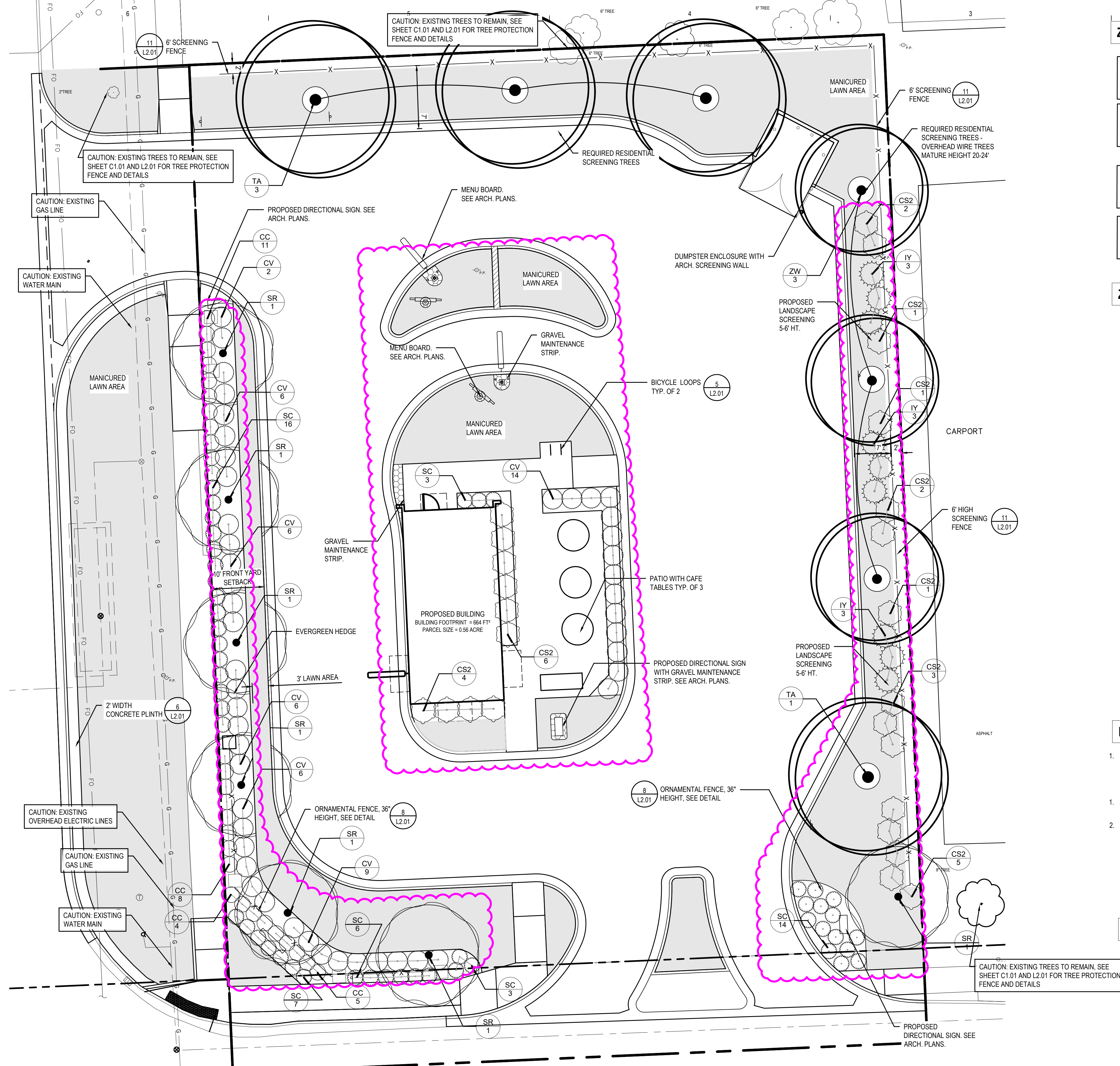
1811.4 Mile Rd NE - Grand Rapids, MI 49525 - 616.361.2654 - www.progressiveae.com

1490 WEST ANN ARBOR RD., PLYMOUTH, MI 48170

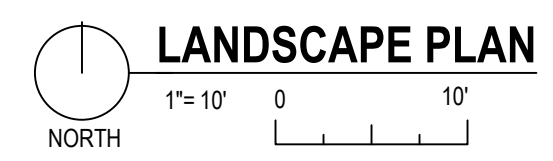
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SCOOTER'S COFFEE

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LANDSCAPE LEGEND			
TREES	QTY	BOTANICAL / COMMON NAME	REMARKS
SR	7	Syringa reticulata / Japanese Tree Lilac	5' Branch Ht. Min. Single Stem, Matched.
TA	4	Tilia americana / American Linden	6' Branch ht. Min.
ZW	3	Zelkova serrata 'Wireless' / Wireless Zelkova	5-6' Branch ht. Min.
SHRUBS	QTY	BOTANICAL / COMMON NAME	REMARKS
CS2	25	Chaenomeles speciosa 'Scarlet Storm' TM / Double Take Scarlet Storm Flowering Quince	#5 CONT 30"
CC	28	Clethra alnifolia 'Crystalina' TM / Sugartina Summersweet	#3 CONT 30"
CV	49	Cotoneaster acutifolius lucidus / Hedge Cotoneaster	#5 CONT 36"
IY	9	Ilex x 'Rutzan' TM / Red Beauty Holly	B&B 3-4'
SC	49	Syringa x 'SMNJRPJ' TM / Bloomerang Dwarf Purple Lilac	#5 CONT 30"



ZONING CALCULATIONS

ROAD FRONTAGE ANNE ARBOR RD 133 LF	PROVIDED: 3 TREES, 44 SHRUBS REQUIRED: 3 TREE, 44 SHRUBS CALCULATION: 133 LF / 40LF * 1 TREE = 3.3 TREES 133 LF / 30LF * 10 SHRUBS = 44.3 SHRUBS
ROAD FRONTAGE SHELDON RD 193 LF	PROVIDED: 4 PROPOSED + 1 EX. TREE, 65 SHRUBS REQUIRED: 4 TREES, 64 SHRUBS CALCULATION: 193 LF / 40LF * 1 TREE = 4.8 TREE 193 LF / 30LF * 10 SHRUBS = 64 SHRUBS
RESIDENTIAL SCREENING EAST 175 LF*	PROVIDED: 5 TREES REQUIRED: 5 TREES CALCULATION: 175 LF / 35 LF * 1 TREE = 5 TREES
RESIDENTIAL SCREENING NORTH 133 LF*	PROVIDED: 3 PROPOSED + 1 EXISTING TREE REQUIRED: 4 TREES CALCULATION: 133 LF / 35 LF * 1 TREE = 3.8 TREES

ZONING NOTES

ZONING CLASSIFICATION: ARC
 ADJACENT ZONING: EAST/NORTH RM-1 (MULTI FAMILY RESIDENTIAL)

PLANTING SEASON FOR DECIDUOUS PLANTS IS FROM MARCH 1-JUNE 1. OCT. 1-FREEZE
 PLANTING SEASON FOR EVERGREEN PLANTS IS FROM MARCH 1-JUNE 1

DECIDUOUS TREES: 3.5" CAL. MIN. AT PLANTING
 ORNAMENTAL TREE: 2" CAL. OR 6" HT. MIN. AT PLANTING
 EVERGREEN TREES: 8" HT. MIN. AT PLANTING
 SHRUBS: 30" HT. MIN. AT PLANTING

VARIATION OF PLANT SIZES REQUIRED PER ORDINANCE STANDARDS.

ROAD FRONTAGE: 1 TREE PER 40LF
 5 SHRUBS PER 30 LF
 36" ORNAMENTAL FENCE

RESIDENTIAL SCREENING: 6-8" LANDSCAPE BUFFER
 6' SCREEN FENCE
 1 TREE PER 35 LF

INTERNAL PARKING LOT LANDSCAPING REQUIREMENTS NOT REQUIRED FOR PARKING LOTS WITH LESS THAN 25 SPACES.

LINE OF SIGHT - NO TREES AND VISUAL DETERRENTS WITHIN 35' LF OF STREET CORNERS, 10' MIN. DISTANCE FROM DRIVEWAYS.

IRRIGATION NOTES

1. IRRIGATION TO ALL LANDSCAPED AREAS INCLUDING MANICURED LAWN, PLANTING BEDS, AND RIGHT OF WAY LANDSCAPING TO BE PROVIDED. NO OVER SPRAY ALLOWED ON PAVED SURFACES. ALL LANDSCAPE BEDS AND ISLANDS LESS THAN 12 IN WIDTH TO BE DRIP IRRIGATED. IRRIGATION PLAN TO BE PROVIDED. CONTRACTOR SHALL COORDINATE PLANTING SCHEDULE WITH IRRIGATION CONSULTANT.

1. WATER APPLICATION RATES SHALL NOT EXCEED INFILTRATION RATE OF SOIL. RAIN SWITCHES OR MOISTURE SENSORS TO BE INSTALLED

2. IRRIGATION CONTROLLERS MUST BE CAPABLE OF DUAL OR MULTIPLE PROGRAMMING. CONTROLLERS MUST HAVE MULTIPLE CYCLE START CAPACITY AND FLEXIBLE CALENDAR PROGRAMS. PROVIDE A POST-ESTABLISHMENT WATER SCHEDULE FOR THE YEAR. SCHEDULE IS TO BE DIVIDED INTO FOUR (4) SEASONAL QUARTERS.

LANDSCAPE MAINTENANCE SCHEDULE

TASK	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
CARE OF PLANTS												
MONITORING												
PRUNING (AS NEEDED)												
DEADHEAD PLANTS												
FERTILIZATION												
CUT BACK												
WATERING AS NEEDED												
MONITORING												
PLANTING BEDS												
EDGING												
WEEDING AS NEEDED												
MULCHING												
SOIL TESTING												
LEAF REMOVAL												
PEST MANAGEMENT												
MONITORING												
LAWNS												
FERTILIZE/LIME SEEDING												
WINTER CLEAN UP												

THE SCHEDULE SHOWN ABOVE IS FOR GUIDANCE ONLY. SCHEDULING OF MAINTENANCE ACTIVITY SHOULD BE COORDINATED WITH SEASONAL WEATHER CONDITIONS.

811
 Know what's below.
 Call before you dig.
 www.CALL811.com

CALL 811 NOTE:
 CONTRACTOR TO CONTACT 811 SERVICE AT LEAST 3 WORKING DAYS PRIOR TO CONSTRUCTION, TO CONFIRM LOCATION OF EXISTING UTILITIES. DIAL 811.

LANDSCAPE LEGEND

- LARGE CANOPY TREES
- ORNAMENTAL TREES
- DECIDUOUS AND EVERGREEN SHRUBS
- ORNAMENTAL GRASSES
- MANICURED LAWN AREA
- 1-2" DIA ROCK MULCH NATIVE WASHED STONE COLOR: GRAY

LAWN SEED MIX - FAST GROWING SEED MIX BY DEBRUYN SEED
 (90% PERENNIAL RYEGRASS 20% KENTUCKY BLUEGRASS 15% TURF-TYPE TALL FESCUE 15% ANNUAL RYEGRASS)

GENERAL LANDSCAPE NOTES

- CONTRACTOR RESPONSIBLE FOR UNDERSTANDING PROJECT CONDITIONS AND VERIFYING PLANT QUANTITIES. NOTIFY LANDSCAPE ARCHITECT OF ANY PLAN DISCREPANCIES.
- PLANT LOCATIONS TO BE STAKED IN THE FIELD FOR REVIEW AND APPROVAL BY LANDSCAPE ARCHITECT AND OWNER. CONTRACTOR WILL BE RESPONSIBLE FOR VERIFYING ALL EXISTING UNDERGROUND UTILITIES. CONTACT THE APPROPRIATE UTILITY COMPANY FOR FIELD STAKING ALL LINES.
- ALL AREAS DISTURBED BY CONSTRUCTION TO BE TOPSOILED AND SEEDED UNLESS SHOWN OTHERWISE ON PLANS. TOPSOIL TO BE 4" DEPTH FOR ALL LAWN, GROUND COVER, AND PLANTING BED AREAS.
- CONTRACTOR TO CONTACT MISS DIG AT PHONE NUMBER 811 AT LEAST 3 WORKING DAYS PRIOR TO CONSTRUCTION, TO CONFIRM LOCATION OF EXISTING UTILITIES.
- CONTRACTOR TO COORDINATE PLANTING SCHEDULE WITH IRRIGATION CONTRACTOR.
- NOTIFY LANDSCAPE ARCHITECT IF AREAS OF POOR DRAINAGE OR OTHER UNUSUAL SUB-GRADE CONDITIONS ARE ENCOUNTERED DURING EXCAVATION FOR PLANTING PITS.
- SHRUB PLANTING BEDS AND TREE SAUCERS TO RECEIVE 4" SHREDDED HARDWOOD MULCH, PERENNIAL BEDS TO RECEIVE 3" DEPTH MULCH AND GROUND COVER AREAS TO RECEIVE 1" DEPTH MULCH. MULCH SHALL BE PULLED AWAY 1" FROM SHRUB AND TREE TRUNKS. SEE DETAIL THIS SHEET.
- ALL SHRUB BEDS TO HAVE ALUMINUM EDGING AND WEED BARRIER FABRIC (SEE SPECIFICATIONS).
- PLANTING MIXTURE FOR PERENNIALS SHALL BE SIX INCH DEPTH OF FOUR PARTS BY VOLUME OF TOPSOIL TO ONE PART OF SPHAGNUM PEAT MOSS.
- CONTRACTOR SHALL PROVIDE SPECIFIED SHRUBS, GROUND COVERS AND OTHER PLANT MATERIALS THAT COMPLY WITH ALL RECOMMENDATIONS AND REQUIREMENTS OF ANSI Z60.1 "AMERICAN STANDARD FOR NURSERY STOCK". PLANT MATERIAL SHALL BE HEALTHY, VIGOROUS STOCK, GROWN WITH GOOD HORTICULTURAL PRACTICE AND INSTALLED IN ACCORDANCE WITH METHODS ESTABLISHED BY THE AMERICAN ASSOCIATION OF NURSERYMEN.
- NOTIFY LANDSCAPE ARCHITECT AND OWNER (3 DAYS MIN. NOTICE) TO INSPECT AND TAG PLANT MATERIAL IN THE NURSERY PRIOR TO JOBSITE DELIVERY AND INSTALLATION.

EXISTING TREE PROTECTION NOTES

- CONTRACTOR IS RESPONSIBLE FOR UNDERSTANDING PROJECT CONDITIONS AND VERIFYING PLANT QUANTITIES. NOTIFY LANDSCAPE ARCHITECT OF PLAN DISCREPANCIES.
- PROTECT EXISTING TREES UNLESS OTHERWISE NOTED. NO PARKING OR STORAGE OF MATERIALS WITHIN TREE ROOT ZONE. PLACE TREE PROTECTION FENCE WHERE SHOWN ON PLAN.
- TREE PROTECTION FENCE PER DETAIL. SEE SHEET C1.01 FOR LOCATION AND SHEET L2.01 FOR SPECS. INSTALL PRIOR TO ANY CONSTRUCTION ACTIVITY AND MAINTAIN DURING ENTIRE CONSTRUCTION PERIOD.
- NO BURNING OR BURYING OF CLEARED OR DEMOLITION MATERIAL SHALL BE ALLOWED ON SITE.
- CONTRACTOR MUST RESTORE AND REPAIR ANY EXISTING CONDITIONS DISTURBED BY CONSTRUCTION.

ISSUANCE
 SITE PLAN REVIEW - REV 1
 4/13/2022

REVISIONS
 NO. DATE DESCRIPTION

FILE NUMBER 91880004
 PROJECT MANAGER JPM
 PROFESSIONAL SRV
 DRAWN BY
 CHECKED BY



City of Plymouth Planning Commission Draft Zoning Audit Project Description

City of Plymouth
201 S. Main
Plymouth, Michigan 48170

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

BACKGROUND

As you are aware, the City Commission adopted the following goal on January 18, 2022 as a one-year task of the strategic plan: "Audit current zoning ordinance and identify the approach for updating ordinance." To accomplish this goal the Community Development Department is seeking a work plan from the city's planning consultant, Carlisle-Wortman Associates. This document is a first draft and may change before being formally presented to CWA.

PROJECT DESCRIPTION

The city of Plymouth would like to pursue a special project to audit the city's current zoning ordinances in the context of the Zoning Map, Sub-Area plans, Future Land Use Categories and Future Land Use Map, provide recommendations for an implementation approach to meet the intent of the Master Plan, and develop an approach to update the most urgent matters of misalignment. The city of Plymouth's zoning ordinance was last recodified in 2003 and needs both content and structural updates to align with the city's master plan. Additionally, the city is extremely focused on using form-based codes and related form-based code strategies for zoning reform efforts.

The deliverables include the following outcomes:

1. Outcome 1 is an audit of the city's current zoning ordinances which identifies inconsistencies, contradictions, and non-compliance with state and federal laws including case law.
2. Outcome 2 is identification of inconsistencies, contradictions, and outdated language and regulations within the zoning ordinance.
3. Outcome 3 is identification of inconsistencies, contradictions, and misalignment between the zoning ordinance and city's master plan.
4. Outcome 4 is a recommended approach to resolve the audit findings. This should include a phased priority list outlining the order in which ordinance sections or chapters should be updated. The priority list should consider what amendments or re-writes will make the biggest impact to economic development, righting zoning wrongs (zoning incompatibilities), and alignment with the master plan, federal, state, and case law. The recommendation must inject form-based code elements into the zoning ordinance and must include graphics.
5. Outcome 5 is a completed form-based code section (test case example) focused on a specific code section within a specific zoning classification district, preferably a commercial/business district.

REQUEST FOR WORK PLAN

The city of Plymouth is requesting a work plan to include deliverable tasks, timeline for completion, cost, and profiles of the individual(s) qualified to perform this project. The city is requesting that this project be conducted by Carlisle-Wortman Associates employees who have experience modernizing traditional ordinances and implementing form-based codes.