



City of Plymouth Planning Commission

Regular Meeting Agenda

Wednesday, July 13, 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/85724332331>

Webinar ID: 857 2433 2331

Passcode: 473310

1. **CALL TO ORDER**
 - a) Roll Call
2. **CITIZENS COMMENTS**
3. **APPROVAL OF THE MINUTES**
 - a) Approval of the June 8, 2022, meeting minutes
4. **APPROVAL OF THE AGENDA**
5. **COMMISSION COMMENTS**
6. **PUBLIC HEARINGS**
 - a) POSTPONED: PUD22-01: 100 S. Mill, Preliminary PUD Eligibility for a Planned Unit Development
7. **OLD BUSINESS**
8. **NEW BUSINESS**
 - a) Discussion only: Impervious surface edits
 - b) Discussion only: B-2 Central Business Districts ordinance amendments
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

Planning Commission 2022 Goals

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

City of Plymouth
Planning Commission Public Hearing Notice
Wednesday, July 13, 2022 – 7:00 p.m.
City Hall & Online Zoom Webinar
201 S. Main Street Plymouth, Michigan 48170
Website: www.plymouthmi.gov Phone: (734) 453-1234 ext. 232

A regular meeting of the Planning Commission will be held on Wednesday, July 13, 2022, at 7:00 P.M. located at City Hall & online Zoom Webinar to consider the following:

PUBLIC HEARING FOR PRELIMINARY PUD ELEGIBILITY:
PUD22-01: 100 S. Mill, Planned Unit Development

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, June 26, 2022



Plymouth Planning Commission

Regular Meeting Minutes

Wednesday, June 8, 2022 - 7:00 p.m.

Plymouth City Hall

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, Jennifer Mariucci, Hollie Saraswat (arrived at 7:02), and Eric Stalter

Excused: Commissioners Tim Joy and Kyle Medaugh

Also present: City Commissioner Jennifer Kehoe, Planning Director Greta Bolhuis, and Planning Consultant Sally Elmiger

2. CITIZENS COMMENTS

Ellen Elliott, 404 Irvin, thanked commissioners for their work.

3. APPROVAL OF MEETING MINUTES

Hawthorne offered a motion, seconded by Mariucci, to approve the minutes for the May 19, 2022, meeting.

There was a roll call vote.

Yes: Hawthorne, Mariucci, Silvers, Sisolak

Abstain: Adams, Saraswat, Stalter

With the idea that a quorum of the board should approve minutes, it was suggested that the minutes be moved to the end of the meeting in case another commissioner arrived.

4. APPROVAL OF THE AGENDA

Silvers offered a motion, seconded by Adams, to amend the agenda moving item 3 (approval of the meeting minutes) to the end of the agenda.

There was a roll call vote.

Yes: Adams, Hawthorne, Mariucci, Silvers, Stalter, Sisolak

MOTION PASSED 7-0

5. COMMISSION COMMENTS

Mariucci reported she finished the Redevelopment Ready Communities training online.

6. PUBLIC HEARINGS

- a. SP22-03 – 340 N. Main, Sidecar Plymouth Restaurant: Special land use and site plan review for a liquor-serving establishment

Elmiger reviewed her report, in which she asked the applicant to provide a description of the type of bar and of the patio hours.

Applicant Dan Linnon said the Shift bar would be open from 5 p.m. to 2 a.m. Wednesday through Saturday, with private events on Sunday, Monday, and Tuesday.

Sisolak opened the public hearing at 7:09 p.m.

Building owner Mike Ferrantino said the lease for this business would fill the building to capacity.

Ellen Elliott, 404 Irvin, spoke in support of the project.

Real estate broker Leo Gonzalez spoke in support of the project.

Sisolak closed the public hearing at 7:14 p.m.

Planning commission members discussed parking, the proximity of the patio to the parking lot, pedestrian routes, the impact of noise on adjacent residents, the landscaping, and the dumpster.

Silvers offered a motion, seconded by Saraswat, to approve SP22-02 for the special land use.

Findings of Fact

The project meets the intent of the master plan and is complementary to neighboring properties.

Conditions

The applicant is to submit hours of operation to the city to be handled administratively.

There was a roll call vote.

Yes: Adams, Hawthorne, Mariucci, Silvers, Stalter, Sisolak
MOTION PASSED 7-0

The group discussed the site plan and noted that the existing conditions were not included. There was additional discussion about the patio, landscaping, and dumpster.

Silvers offered a motion, seconded by Hawthorne, to approve SP22-02 for site plan approval.

Findings of Fact

There is minimal change occurring on the site.

The use remains the same.

Conditions

There is to be administrative approval for items A, B, C, and D mentioned in the Carlisle Wortman report.

Site plans are to be submitted to the city showing the extent and impact of the west outdoor patio seating area.

The dumpster is to be screened, whether it stays in the existing position or is relocated.

There was a friendly amendment, noting that only items B, C, and D in the Carlisle Wortman report would need administrative approval. Silvers and Hawthorne agreed to the friendly amendment.

There was a roll call vote.

Yes: Adams, Hawthorne, Mariucci, Silvers, Stalter, Sisolak
MOTION PASSED 7-0

- b. RZ22-01 and SP22-03: 110 W. Ann Arbor Trail, Plymouth/Ann Arbor Elks 325, Rezoning request of I-2, Heavy Industrial District to B-1, Local Business District and Special land use and site plan review for a liquor-serving establishment

Ken Hines of the Ann Arbor/Plymouth Elks 325 gave an overview of the organization. Architect Joe Phillips described the project and answered questions in the Carlisle Wortman report.

Sisolak opened the public hearing at 8:06 p.m.

Ellen Elliott, 404 Irvin, spoke in support of the project.

Sisolak closed the public hearing at 8:08 p.m.

Silvers offered a motion, seconded by Hawthorne, to approve RZ22-01 for rezoning from I-2 to B-1.

Findings of Fact

The project meets the intent of the master plan, and it is complementary to neighboring properties.

There was a roll call vote.

Yes: Adams, Hawthorne, Mariucci, Silvers, Stalter, Sisolak

MOTION PASSED 7-0

There was a discussion about noise, lighting, a sidewalk, and emergency access.

Silvers offered a motion, seconded by Stalter, to approve SP22-03 for site plan approval.

Findings of Fact

Changes to the site are minimal.

Conditions

Fire and police officials must review for access to the rear of the building.

There must be a dumpster enclosure.

Lighting is to be brought down to specifications for the B-1 lighting ordinance.

Add required landscaping.

There was a discussion about a sidewalk from Ann Arbor Trail to the building.

Silvers amended his motion with the following finding of fact:

The proposed site plan does not substantially change the use or function of the structure so a sidewalk from Ann Arbor Trail is not warranted.

Stalter agreed to the amendment.

There was a roll call vote.

Yes: Adams, Hawthorne, Mariucci, Silvers, Stalter, Sisolak

MOTION PASSED 7-0

7. OLD BUSINESS

- a. PUD22-01: 100 S. Mill, Preliminary Plan for a PUD/PUD Amendment

Chris Plumb of Pulte Homes said he is asking to amend the Brownfield plan to extend to the second phase of the development. He referred to a letter he sent to the Planning Commission and the due care plan for phase one, which he said would be repeated for phase two.

There was a discussion about the retention pond and the area that will be fenced off due to contamination. An unobtrusive fence and native plants were suggested.

Public Comment

Dave Cirilli, 202 N. Mill and a member of Plymouth Pollinators, said his group could seed the area with native pollinators and maintain it by mowing it at the end of the growing season. He said that pollinator partnerships and grants were available.

Craig Jagger, 141 N. Mill, said he supported the project and the nature area.

Silvers offered a motion, seconded by Hawthorne, to move the Pulte phase 2 development to a public hearing.

There was a roll call vote.

Yes: Adams, Hawthorne, Mariucci, Silvers, Stalter, Sisolak
MOTION PASSED 7-0

8. NEW BUSINESS

There was no new business.

9. REPORTS AND CORRESPONDENCE

- a. Impervious Surface Ordinance

Hawthorne reported that the subcommittee met and reviewed impervious surface ordinances in neighboring communities. He said the typical ordinance requires 50% of a lot minus the home's footprint must be greenspace. Bolhuis said the ordinance should be viewed as a stormwater management tool. The subcommittee plans to meet again before the next Planning Commission meeting and provide a report then.

Silvers said he served as an alternate at the June Zoning Board of Appeals meeting. He said they heard a case requesting the expansion of a dental office in the B-2 district and that the ZBA decided the use was permitted and did not need a variance.

Jennifer Kehoe, Plymouth City Commissioner, said she was appreciative that the Planning Commission was going to make a recommendation about an impervious surface ordinance.

10. ADJOURNMENT

Adams offered a motion, seconded by Stalter, to adjourn the meeting at 9:30 p.m.

There was a roll call vote.

Yes: Adams, Hawthorne, Mariucci, Silvers, Stalter, Sisolak
MOTION PASSED 7-0

FOR DISCUSSION ONLY

To: Planning Commission
From: Greta Bolhuis, AICP, Planning and Community Development Director
Date: July 7, 2022
Re: Impervious Surface Edits

BACKGROUND:

The impervious surface subcommittee met and discussed the available options to adopt an impervious surface ordinance. The subcommittee and administration agreed that a series of edits packaged as impervious surface edits would meet the desired timeline for implementation and would be a first step in the longer, more robust process of implementing a standalone impervious surface ordinance and stormwater management program.

The intent of these impervious surface edits is to:

1. Increase greenspace on residential properties
2. Increase areas to plant trees, plants, and grass
3. Reduce the impact of rainwater on neighboring properties
4. Be a good steward of our environment
5. Take pressure off the city's storm sewer system

If you have any questions, please contact me directly.

PROPOSED EDITS:

Sec. 78-21 – Definitions

Impervious surface means a constructed surface that is resistant to permeation by surface water.

Sec. 78-270 – Off-street parking requirements

(a) There shall be provided in all districts at the time of erection or enlargement of any main building or structure, automobile off-street parking space with adequate access to all spaces. The number of off-street parking spaces, in conjunction with all land or building uses, shall be provided prior to the issuance of a certificate of occupancy, as hereinafter prescribed.

- (1) Off-street parking for other than residential use and other than those spaces accommodated by payment in lieu of parking as approved by the city commission shall be either on the same lot or within 300 feet of the building it is intended to serve, measured by public right-of-way from the nearest point of the building to the nearest point of the off-street parking lot. Ownership of the parking lot must be the same as the building. Spaces may be leased from municipal lots or other lots controlled by the city or downtown development authority (DDA), provided such spaces are within 300 feet of the building and the lease is not in default. Rate and terms of the leased spaces shall be determined by the city

commission. Default of a parking lease agreement will constitute a violation and enforcement by the city.

(2) Residential off-street parking spaces shall consist of parking spaces, driveways, garage, or combination thereof and shall be located on the premises they are intended to service, and subject to the provisions of section 78-2732.

(3) Unless otherwise provided herein, off-street parking shall not be permitted in any required or non-required front yard, except for use of the driveway. Off-street parking shall be permitted within the required side or rear yard setbacks, provided a minimum five foot setback is maintained between off-street parking and the side and rear lot lines of all adjoining properties. This requirement may be waived or modified by the planning commission for sites where there is limited land area available to meet the strict requirements of this section or for sites where it is possible to provide additional landscaping or screening to buffer parking from adjoining uses and a public road right-of-way.

Sec. 78-273. – Residential driveways.

(1) New driveways constructed for residential access ~~within the R-1 and RT-1 Districts~~ shall meet all the following standards:

(a) Shall be a minimum of nine feet wide in width and clear of encumbrances such as columns or curbs.

(b) Shall be a maximum of 24 feet wide at the property line.

~~(c)~~ Shall be located on the side of the new dwelling that is opposite any existing driveway on an adjacent parcel, when possible.

~~(d)~~ The edge of the driveway including any necessary curbs shall be located at least one foot from off the side property line. The one-foot buffer area shall be landscaped with appropriate plant material such as turf grass, perennials, or shrubs.

(e) The driveway shall not extend beyond the width of the garage, carport, or parking pad served by the driveway.

(f) One driveway is allowed per lot and one curb cut is allowed per driveway. A second curb cut is permitted only if connected to a public alley.

(g) No rocks, gravel, or stone mulch shall abut any portion of the driveway.

(h) Driveways that abut each other shall be relocated if possible.

(i) Any legal, non-conforming driveway may be repaved or reconstructed in the same location.

~~(2) Existing driveways within the R-1 and RT-1 districts may be reconstructed in the same location. Where two existing driveways abut one another, they may continue but shall be relocated if possible; continuation of this condition is discouraged.~~

FOR DISCUSSION ONLY

To: Planning Commission
From: Greta Bolhuis, AICP, Planning and Community Development Director
Date: July 7, 2022
Re: B-2 Central Business Districts Ordinance Amendments

BACKGROUND:

As you were made aware at the June 8, 2022 meeting by Comm. Silvers, the Zoning Board of Appeals made a zoning interpretation at their June 2, 2022 meeting that dental offices are considered a personal service establishment and a professional office. A result of that interpretation is that the Planning Commission shall update the ordinance to match the interpretation of the Zoning Board of Appeals. The proposed amendments to the Definitions section should be considered carefully as they would apply to all zoning districts. The proposed amendments to the B-2, Central Business District section aim to broadly allow specific uses rather than specifically list types of businesses. Additionally, outdated language and obsolete uses have been removed.

If you have any questions, please contact me directly.

PROPOSED EDITS:

Sec. 78-21. Definitions.

Personal service establishment means a facility used primarily for the provision of personal services to an individual which are related to care and appearance of the body, or the cleaning or repair of personal effects.

Retail establishment means a commercial business facility that sells goods directly to consumers.

Sec. 78-100. Intent.

The B-2, central business district is designed to provide for ~~a office buildings and the great variety of large~~ retail stores and related activities which occupy the prime retail frontage by serving the ~~comparison,~~ convenience and service needs of the entire municipal area ~~as well as a substantial area of the adjacent and surrounding residential developments beyond the municipal limits.~~ The district regulations are designed to promote convenient pedestrian shopping and the stability of retail development by encouraging a continuous retail frontage and by prohibiting automotive related services and non-retail uses which tend to break up such continuity.

(Ord. of 10-6-03)

Sec. 78-101. Principal uses permitted.

In a B-2, central business district, no building or land shall be used, and no building shall be erected except for one or more of the following specified uses, unless otherwise provided in this chapter.

Permitted uses:

- (1) Any generally recognized retail business which supplies commodities on the premises within a completely enclosed building, ~~such as, but not limited to: foods, drugs, liquor, furniture, clothing, dry goods, notions, or hardware.~~
- (2) Any personal service establishment which performs services on the premises within a completely enclosed building, ~~such as, but not limited to: repair shops (watches, radio, television, shoe repair, and etc.), tailor shops, beauty parlors, barbershops, interior decorators, photographers, and dry cleaners.~~
- (3) Standard Restaurants and carry out restaurants not serving alcoholic beverages including carry-out restaurants where the patrons are served while seated within a building occupied by such establishment, and wherein such establishment does not extend as an integral part of, or accessory thereto, any service of a drive-in, drive-through, or open front store.
- (4) Hotels and motels.
- (5) Theaters or assembly halls when completely enclosed.
- (6) Offices and office buildings of an executive, administrative or professional nature.
- (7) Banks, credit unions, savings and loan associations, and other financial institutions including drive-through facilities, drive-through branches, and/or 24-hour automatic tellers.
- (8) Child care centers and nursery schools.
- (9) Municipal buildings and governmental offices.
- (10) Any service establishment of an office-showroom nature ~~Offices and showrooms of plumbers, electricians, decorator or similar trades, in connection with which not more than 25 percent of the floor area of the building or part of the building occupied by the establishment is used for making, assembling, remodeling, repairing, altering, finishing, or refinishing its products or merchandise; and provided that the ground floor premises facing upon, and visible from any abutting street shall be used only for entrances, offices, or display. All storage of material on any land shall be within the confines of the building or part thereof occupied by the establishment.~~
- (11) An establishment at which instruction is given in a particular discipline. ~~Business schools or private schools operated for profit. Examples of private schools permitted herein include, but are not limited to, dance schools, music and voice schools, and art studios.~~
- ~~(12) Newspaper offices and printing shops.~~
- ~~(123)~~ (123) Funeral homes.
- ~~(134)~~ (134) Storage facilities, when incidental to and physically connected with any principal use permitted, provided that such facility is within the confines of the building or part thereof occupied by such establishment.
- ~~(145)~~ (145) Parking facilities except private surface parking lots.
- ~~(156)~~ (156) Other uses which are similar to the above and subject to the following restrictions:
 - a. All businesses establishments shall be retail or service establishments dealing directly with consumers. All goods produced on the premises shall be sold at retail from the premises where produced.

b. All business, servicing, or processing except for off-street parking or loading, shall be conducted within completely enclosed buildings.

c. Outdoor storage of commodities shall be expressly prohibited.

(167) Residential uses shall be permitted provided such living units are located on the second floor or above.

(178) Accessory structures customarily incident to the above permitted uses.

(Ord. of 10-6-03; Ord. No. 2007-01, § 2, 5-21-07; Ord. No. 2011-04, § 1, 5-2-11; Ord. No. 2013-04, § 3, 10-7-13)

Sec. 78-102. Special land uses permitted after review and approval.

The following uses may be permitted by the planning commission subject to article XXIII, the review and approval of the site plan by the planning commission, and the imposition of special conditions which, in the opinion of the commission, are necessary to ensure that the land use or activity authorized is compatible with adjacent uses of land, the natural environment and the capacities of public services and facilities affected by the land use, and subject further to a public hearing held in accord with section 78-281:

- (1) Public utility and service buildings and uses including telephone exchange buildings (without storage yards) when operating requirements necessitate the locating of such building within the district in order to serve the immediate vicinity.
- (2) Bars and lounges or restaurants serving alcohol subject to the following:
 - a. No more than ten seats shall be allowed at the bar.
 - b. Alcohol shall be served only to seated patrons or persons standing in the designated standing area adjacent to the bar as outlined in subsection 78-101(4)c [subsection 78-102(2)c].
 - c. The standing area adjacent to the bar shall not exceed 150 square feet.
 - d. No dance floor or dancing area, allowed.
 - e. The bar, lounge, or restaurant serving alcohol shall be restricted to a specific size and square footage. Any increase in square footage or expansion of restaurant operations which serve alcoholic beverages shall be subject to a new or amended special use permit.
 - 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.
- (3) Sale and service of food and drink out of doors provided such use is incidental to a similar principal use indoors and conducted adjacent to the principal use and subject further to street occupancy permits and all rules and regulations to control such street occupancy, provided the use does not interfere with pedestrian or vehicular traffic.
- (4) Rooftop dining subject to section 78-297 and section 78-281, special uses, [subsection] (b)(1).

(Ord. of 10-6-03; Ord. No. 2013-04, § 3, 10-7-13; Ord. No. 2020-04, 9-21-20)