



City of Plymouth Planning Commission

Regular Meeting Agenda

Wednesday, February 14, 2024 – 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

<https://us02web.zoom.us/j/89450460839>

Passcode: 896122

Webinar ID: 894 5046 0839

1. **CALL TO ORDER**
 - a) Roll Call
2. **CITIZENS COMMENTS**
3. **APPROVAL OF THE MINUTES**
 - a) Approval of the January 10, 2024 meeting minutes
4. **APPROVAL OF THE AGENDA**
5. **COMMISSION COMMENTS**
6. **PUBLIC HEARINGS**
 - a) **RZ24-01**: 353 Starkweather, Rezoning request from O-1, Office Service District to RT-1, Two-Family Residential
 - b) Amendment to Zoning Ordinance 78-217, Projections into setbacks.
7. **OLD BUSINESS**
 - a) **PUD22-01**: 100 S. Mill, PUD Extension
8. **NEW BUSINESS**
 - a) **SP24-01**: 165 W. Liberty, Site Plan Review
 - b) 2024 Planning Commission goals
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.

Meetings of the City of Plymouth are open to all without regard to race, sex, color, age, national origin, religion, height, weight, marital status, disability, or any other trait protected under applicable law. Any individual planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) should submit a request to the ADA Coordinator at 734-453-1234 ext. 234 at least two working days in advance of the meeting. The request may also be submitted via mail at 201 S. Main St. Plymouth, MI 48170, or email to clerk@plymouthmi.gov.

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 a 5-year staffing projection
2. Review current recruitment strategies and identify additional resources
3. Identify/establish flex scheduling positions and procedures
4. Develop a plan for an internship program
5. Review potential department collaborations
6. Hire an additional recreation professional
7. Review current diversity, equity, and inclusion training opportunities
8. Seek out training opportunities for 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 2023 Goals

1. Review, amend, and revise the master plan as necessary
2. Obtain and review a form based codes test case
3. Create an ordinance to support generators

***“The government in this community is small
and accessible to all concerned.”***

-Plymouth Mayor Joe Bida November 1977



Plymouth Planning Commission
Regular Meeting Minutes
Wednesday, January 10, 2024 - 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 7:01 p.m.

Present: Chair Sisolak, Vice Chair Scott Silvers, Commissioners Sidney Filippis, Zachary Funk, Trish Horstman, Kyle Medaugh, Hollie Saraswat, and Eric Stalter

Excused: Member Joe Hawthorne

Also present: Planning and Community Development Director Greta Bolhuis, Planning Consultant Sally Elmiger

2. CITIZENS COMMENTS

Ellen Elliott, 404 Irvin, said she was looking forward to this year and working together on the master plan and DDA strategic plan. She encouraged all to attend the City Commission strategic plan meeting on January 11.

3. APPROVAL OF MEETING MINUTES

Funk offered a motion, seconded by Saraswat, to approve the minutes for the December 13, 2023, meeting as presented.

There was a voice vote.
Sisolak abstained.
Stalter was out of the room and did not vote.
MOTION PASSED

4. APPROVAL OF THE AGENDA

Silvers offered a motion, seconded by Saraswat, to approve the agenda for January 10, 2024.

There was a voice vote.
Stalter was out of the room and did not vote.
MOTION PASSED

5. ELECTION OF OFFICERS

Bolhuis asked for nominations for the office of Chair of the Planning Commission. Silvers nominated Sisolak. Bolhuis asked two more times for nominations, and there were none.

There was a voice vote.
Sisolak was elected unanimously.

Sisolak asked for nominations for the office of Vice Chair of the Planning Commission. Saraswat nominated Silvers. She asked two more times for nominations, and there were none.

There was a voice vote.
Silvers was elected unanimously.

6. COMMISSION COMMENTS

Sisolak welcomed Sidney Filippis and Trish Horstman to the board. They introduced themselves to the group.

Funk welcomed the new members.

Stalter said he enjoyed seeing things in town that the Planning Commission has influenced and used the Elks building as an example.

Silvers welcomed the new members and noted that now he was the most senior member of the board.

Saraswat also welcomed the new members and told them they would soon settle in, and that she had learned a great deal since she first started.

7. PUBLIC HEARINGS

There were no public hearings.

8. OLD BUSINESS

a. Master Plan Discussion

The group formed two subcommittees to work on master plan updates. Sisolak, Horstman, Saraswat and Hawthorne offered to serve on the public engagement subcommittee, and Silvers, Funk, Stalter, and Filippis agreed to serve on the future land use subcommittee. Medaugh said he would continue to work on the transportation chapter.

Meetings were scheduled for the first and third Wednesdays of the month – public engagement at 10:30 a.m. and future land use at 3:00 p.m.

b. Generator Ordinance Discussion

Joe Elliott, 404 Irvin, and the Zoning Board of Appeals Chair said he appreciated the Planning Commission taking on the task and that he had no problem with the ordinance modifications.

There was a discussion about the vegetation exceptions, and it was agreed that only trees of a defined DBH should be in the ordinance.

Silvers offered a motion to schedule a public hearing for ordinance 78-217 with modifications as discussed by the board. Horstman seconded the motion.

There was a voice vote.
MOTION PASSED

9. NEW BUSINESS

a. 2023 Planning Commission Annual Report

After reviewing the document, Stalter offered a motion, seconded by Saraswat, recommending that the Planning Commission send its 2023 Annual Report to the City Commission for review.

There was a voice vote.
MOTION PASSED

10. REPORTS AND CORRESPONDENCE

City Commission Liaison Brock Minton invited all to attend the strategic planning session on January 11 from 5-9 p.m. at the Plymouth Cultural Center. The group provided a variety of subjects they'd like Minton to bring up during the meeting.

11. ADJOURNMENT

Saraswat offered a motion, seconded by Silvers, to adjourn the meeting at 7:55 p.m.

There was a voice vote.

MOTION PASSED

draft

City of Plymouth
Planning Commission Public Hearing Notice
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, February 14, 2024, at 7:00 P.M. located at City Hall and online via Zoom to consider the following:

RZ 24-01: 353 Starkweather, Rezoning request from O-1, Office Service District to RT-1, Two-Family Residential

Amendment to Zoning Ordinance 78-217, Projections into setbacks.

Meetings of the City of Plymouth are open to all without regard to race, sex, color, age, national origin, religion, height, weight, marital status, disability, or any other trait protected under applicable law. Any individual planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) should submit a request to the ADA Coordinator at 734-453-1234 ext. 234 at least two working days in advance of the meeting. The request may also be submitted via mail at 201 S. Main St. Plymouth, MI 48170, or email to clerk@plymouthmi.gov.

Publish: Tuesday, January 30, 2024

**CITY OF PLYMOUTH
REZONING 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 353 Starkweather | Current Zoning Classification Office | Date of Application 01/17/2024 |
|---|--|--|

| | | |
|---|---|--------------------------|
| Name of Property Owner Harold Polemitis | Phone Number 248-506-0404 | |
| Mailing Address 353 Starkweather | Email Address (Required) hpolemitis@mortgageone.com | |
| 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 Harold Polemitis | Phone Number 248-506-0404 | | | |
| Applicant/Company Address 353 Starkweather | City Plymouth | State MI | Zip Code 48170 | |
| Email Address (Required) hpolemitis@mortgageone.com | | | | |

III. Proposed Zoning Change and Proposed Use

RT1 - Mixed Use - Low Density with Conditional Rezoning

IV. Historic District

Is this project located in the Historic District?

Yes No

V. Rezoning Affidavit

The undersigned says that he or she is the owner, lessee, or other specified interest involved in this petition and that the forgoing answers and statements herein contained and the information herewith submitted are in all respects true and correct to the best of his or her knowledge and belief.

VI. Applicant Signature

| | |
|--|------------------------|
| Signature of Applicant (Applicant signature indicates compliance with Section V Rezoning Affidavit) <i>Harold Polemitis</i> | Date <i>1/16/24</i> |
|--|------------------------|

VII. Property Owner Signature

| | |
|--|------------------------|
| Signature of Property Owner (Property Owner signature indicates compliance with Section V Rezoning Affidavit) <i>Harold Polemitis</i> | Date <i>1/16/24</i> |
|--|------------------------|

Subscribed and sworn before me this 16th day of January, 2024.

Notary Public: *Tracey Barnes*

My Commission expires: _____

TRACEY BARNES
NOTARY PUBLIC - MICHIGAN
WAYNE COUNTY
ACTING IN THE COUNTY OF Wayne
MY COMMISSION EXPIRES MAY 26, 2024

Sec. 78-380 – Changes and amendments

In reviewing any petition for a zoning map amendment, the planning commission shall evaluate all factors relevant to the petition and shall make its recommendations for disposition of the petition to the city commission following a public hearing.

The factors to be considered by the planning commission may include, but shall not be limited to, the following:

1. Whether the rezoning is consistent with the policies and uses proposed for that area in the city's master land use plan. If conditions have changed since the master plan was adopted, the consistency with recent development trends in the area as well as other factors or conditions which may have changed. *Rezoning request is consistent with the city's master land use plan with Conditional rezoning – See Sec. 78-387 attached.*
2. Whether there are substantial reasons why the property cannot be reasonably used as currently zoned. *Structure is a stick build residence and current zoning only allows for 2nd floor residence only. Intent as owner of property is the option to live at the home as primary residence.*
3. Whether adequate sites are available elsewhere that are already zoned to accommodate the proposed use. *As current owner of property, other available sites are of no interest.*
4. Whether the rezoning would constitute a spot zone granting a special privilege to one landowner not available to others. *Not that I am aware of.*
5. Whether all of the uses allowed under the proposed rezoning would be compatible with other zones and uses in the surrounding area. *There is ample mixed-use property surrounding my property, with the exception of my neighbor to the north.*
6. Whether any public services, facilities, traffic flow, or natural features would be significant and adversely impacted by a development or use allowed under the requested rezoning. *Should not have any impact on any of the concerns listed in this section.*
7. Whether the uses allowed under the proposed rezoning would be equally or better suited to the area than uses allowed under the current zoning of the land. *Ideal to have property zoned as mixed use. Compensating factor is limited parking for commercial use of property. If used as mixed use for single or multi family, there is adequate parking.*
8. Whether the condition and/or value of property in the city or in adjacent communities would be significantly and adversely impacted by a development or use allowed under the requested rezoning. *Value of property would improve with the rezoning request.*
9. Whether or not the requested zoning change is justified by a change in conditions since the original ordinance was adopted or by an error in the original ordinance. *Rezoning request is in conjunction with the city's master plan and looking for dramatic on unusual request.*

10. Whether precedents might result from approval or denial of the petition, and the possible effects of such precedents. [Not aware of any past precedents to this rezoning request.](#)

- **Sec. 78-387. - Conditional rezoning.**

Application and offer of conditions. An owner of land may voluntarily offer in writing conditions relating to the use and/or development of land for which a conditional rezoning is requested. This offer may be made either at the time the application for conditional rezoning is filed, or additional conditions may be offered at a later time during the conditional rezoning process as set forth below.

Rezoning request to Mixed use - Low intensity to my understand will allow for multi family of single family usage. In addition to this rezoning request, I would like conditional rezoning to allow small portion of said property to be used for office usage.

Under Sec 78-212 - Home Occupations, provided approval for Mixed Use - Low Intensity, it is understood occupants will use the dwelling as a residence and will meet the following criteria:

1. That such home occupation shall be carried on within the dwelling or within a building accessory thereto.
2. That the character or appearance of the residence shall not change and that the home occupation shall not generate more traffic from cars or trucks than normally associated with a residential dwelling.
3. That no article shall be sold or offered for sale on the premises, except such as is produced within the dwelling or accessory building or is provided incidental to the service or profession conducted within the dwelling or accessory building.
4. The home occupation shall not display or create outside the building any external evidence of the operation of the home occupation, except that there may be one unlighted wall sign, that is not an awning, changeable copy or channel letter sign, not to exceed three square feet in area. Home occupations shall not be permitted freestanding signs.
5. The use of the dwelling unit for the home occupation shall be clearly incidental and subordinate to its use for residential purposes by its occupants, and not more than 25 percent of the floor area of the dwelling unit shall be used in the conduct of the home occupation.
6. That there shall be no exterior storage of materials or equipment.
7. That no nuisance shall be generated by any heat, glare, noise, smoke, vibration, noxious fumes, odors, vapors, gases, chemicals, or matter at any time.
8. That no hazard of fire, explosion, or radioactivity shall exist at any time.
9. That only members of the household occupying the dwelling shall be employed in the dwelling or accessory building.

Harold Polemitis
353 Starkweather
Plymouth, MI 48170

February 7, 2024

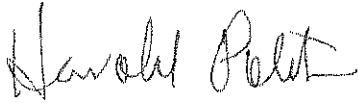
Dear Plymouth Planning Commission:

I, Harold Polemitis, owner of 353 Starkweather, request a conditional rezoning for my property from O-1, Office to RT-1, Two-Family Residential. I am proposing the following conditions to my rezoning application:

1. The permitted use is limited to two-family or single-family detached dwellings.
2. The permitted use is limited to home occupations subject to the provisions of section 78-212.

Thank you for your time and consideration of this matter.

Sincerely,

A handwritten signature in black ink that reads "Harold Polemitis". The signature is written in a cursive style with a large initial "H".

Harold Polemitis

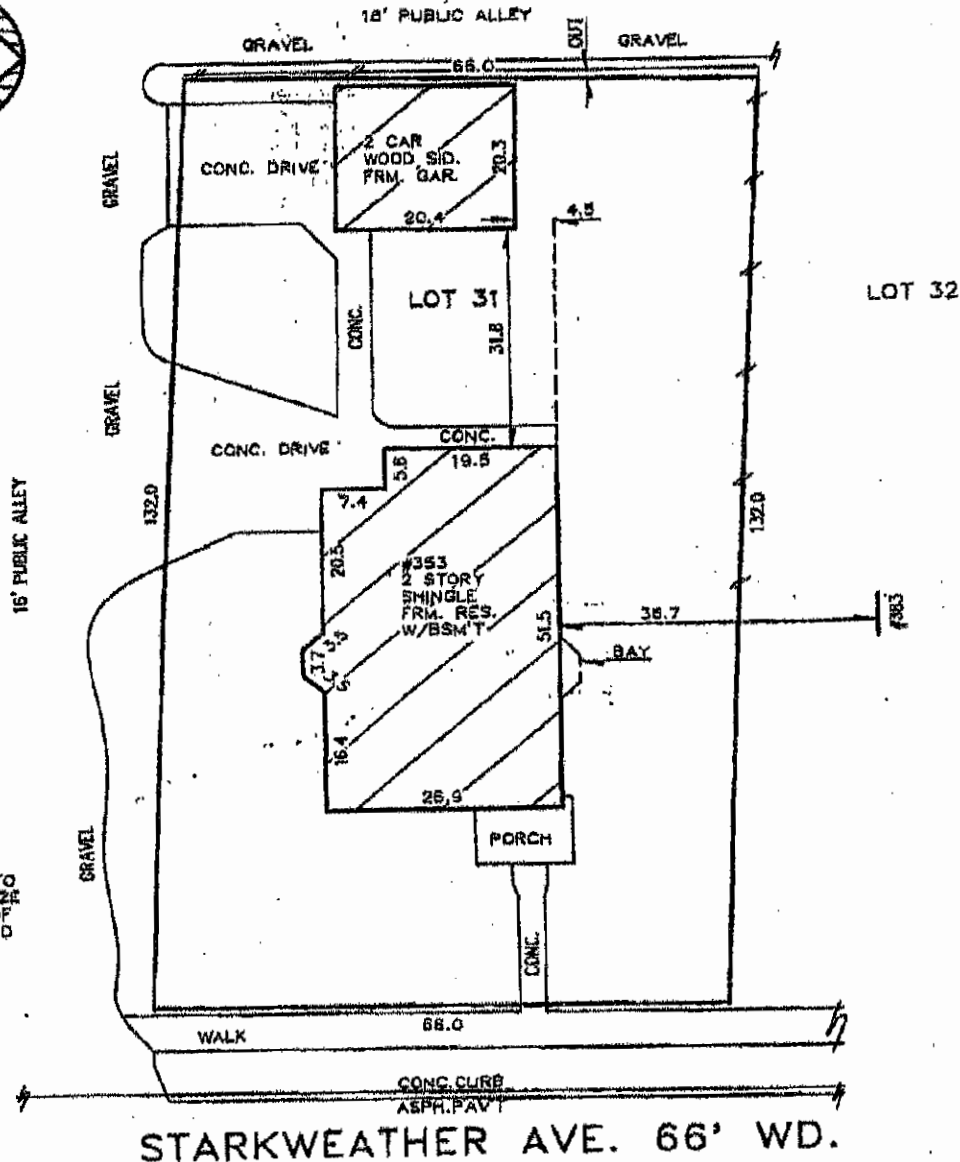
MORTGAGE SURVEY

Certified to: MAIN STREET BANK

Applicant: CRAIG AND SHELLEY VANRIPER

Property Description:

Lot 31; GRAVEL HILL SUBDIVISION, on the N.W. 1/4 of Sec. 26, T.1 S., R.8 E., in Plymouth Village (now City of Plymouth), Wayne County, Michigan, as recorded in Liber 21 of Plats, Page 54 of Wayne County Records.



NOTE: A BOUNDARY SURVEY IS NEEDED TO DETERMINE EXACT SIZE AND/OR LOCATION OF PROPERTY LINES, AND FENCE LOCATIONS.

CERTIFICATE: We hereby certify that we have surveyed the above-described property in accordance with the description furnished for the purpose of a mortgage loan to be made by the aforementioned applicants, mortgagor, and that the buildings located thereon do not encroach on the adjoining property, nor do the buildings on the adjoining property encroach upon the property heretofore described, except as shown. This survey is not to be used for the purpose of establishing property lines, nor for construction purposes, no stakes having been set at any of the boundary corners.

THIS SURVEY DRAWING IS VOID IF THE PROFESSIONAL SEAL IS NOT IN BLUE INK.

JOB NO: 05-11237
DATE: 4/27/05

SCALE: 1"=20'
DR BY: DE

KEM-TEC
LAND SURVEYORS

22888 Gravel Avenue
Eastpointe, MI 48021-2212
(888) 779-0228
FAX: (248) 779-4048



KEM-TEC WEST
LAND SURVEYORS

800 E. STADIUM
Ann Arbor, MI 48104-1472
(734) 504-0888 * (800) 439-8132
FAX: (734) 504-0887



Carlisle | Wortman
ASSOCIATES, INC.

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

Date: February 7, 2024

**Conditional Rezoning Review
For
Plymouth, Michigan**

| | |
|------------------------------|--|
| Applicant: | Harold Polemitis 353 Starkweather Plymouth, MI 48170 |
| Project Name: | 353 Starkweather Conditional Rezoning |
| Plan Date: | Mortgage Survey – April 27, 2005 Application dated – January 17, 2024 |
| Location: | 353 Starkweather (West side of Starkweather; just north of intersection with N. Main St.) |
| Zoning: | O-1, Office Service District |
| Action Requested: | Conditional rezoning from O-1 Office Service District to RT-1, Two-Family Residential District |
| Required Information: | Any deficiencies are noted in the report. |

PROJECT AND SITE DESCRIPTION

The submission proposes to renovate the existing residential building into a single-family dwelling, with an office use as a home occupation on a portion of the first floor. Currently, the building is occupied by office use on the first floor, and residential use on the upper floor. Residential uses will be extended onto the first floor, which isn't permitted in the O-1, Office Service District. Therefore, the applicant is proposing to rezone the property to RT-1, Two-Family Residential District so that the first floor may be principally used as a dwelling with an accessory home occupation. The applicant has offered conditions to limit the rezoning to specific uses. No changes to the exterior of the building or site are proposed.

An aerial of the subject site is shown in **Figure 1** and the front façade of the existing building is shown in **Figure 2** on the next page.

Figure 1. Subject Site



Source: Wayne County Parcel Viewer

Figure 2. Front Façade of Subject Residential Building



Single-family detached dwellings are permitted uses in the RT-1, Two-Family Residential District.

CONDITIONAL REZONING REVIEW

Conditional Rezoning Process

Sec. 78-387, *Conditional rezoning*, of the Zoning Ordinance permits an applicant seeking a rezoning to voluntarily propose conditions regarding the use and/or development of the land as part of the rezoning request. A straight rezoning would permit *all uses listed* in that district to locate on the subject site. However, a Conditional Rezoning allows the applicant to limit the uses allowed on the site as a “condition” of the rezoning. The “conditions” will run with the land and will be binding to any future property owners as long as the rezoning is in place. The conditions will be recorded with the County.

As part of the rezoning request, the applicant is offering the following conditions:

- 1) The permitted use [on the subject site] is limited to two-family or single-family detached dwellings.
- 2) The permitted use [on the subject site] is limited to home occupations subject to the provisions of Sec. 78-212.

The Planning Commission will evaluate the proposed rezoning in light of the criteria listed in Sec. 78-380. After holding a Public Hearing, the Planning Commission will discuss the proposal and make a recommendation to the City Commission. The City Commission will make the final decision on the rezoning.

If approved, the conditions must be implemented within 18 months after the effective date of the rezoning approval. If the conditions are not commenced within this time frame, the zoning of the subject site will revert back to the former zoning classification.

Rezoning Criteria

Sec. 78-380, *Changes and amendments*, lists 10 ordinance factors that may be considered by the Planning Commission to evaluate a proposed change to the zoning map. Note that other relevant factors, specific to the site, may also be considered. The factors in the ordinance are listed below, with our response after each.

- (a) Whether the rezoning is consistent with the policies and uses proposed for that area in the city's master land use plan. If conditions have changed since the master plan was adopted, the consistency with recent development trends in the area as well as other factors or conditions which may have changed.**

CWA Comments: The 2018 Future Land Use Map in Plymouth's Master Plan identifies the desired future land use of this site as "Multi-Family Low Density."

The text in the Master Plan describes the future land use category as follows:

Multi-Family Residential: Low Density. The Multi-Family Residential Low Density designation is intended to identify appropriate locations for duplex and triplex style housing. The character of these units is similar to traditional single family residential areas, but requires additional parking to accommodate the higher density. Therefore,

this land use designation is generally located along collector streets. They are also located in areas where existing duplex and triplex units are currently located, with a desired density of up to a maximum of 12 units per acre, or a minimum lot size of 3,500 square feet.

The lot is 8,712 square feet in size, which would allow for two units (i.e., two-family structure) to occupy this property.

The Zoning Plan (pg. 44 of the Master Plan) lists future land use categories with its related zoning district. The Multi-Family Low Density future land use category is associated with the RT-1, Two Family Residential zoning district. Therefore, the Master Plan identifies RT-1 as an appropriate zoning category for this site.

(b) Whether there are substantial reasons why the property cannot be reasonably used as currently zoned.

CWA Comments: *The applicant has been using the building for his mortgage business, but wants to move his family into the house as their primary residence, and continue to use a portion of the first floor for his business. The current O-1 zoning will only permit a residential use on the second floor. At the pre-application meeting:*

- *He explained that the second floor isn't large enough to accommodate his family, and therefore they need a portion of the first floor for living purposes. Rezoning the site to a district that allows fully residential buildings would accomplish this goal.*
- *He also described his efforts at marketing the building as is, and was not successful in finding a buyer.*

(c) Whether adequate sites are available elsewhere that are already zoned to accommodate the proposed use.

CWA Comments: *The proposed single-family use (with home occupation) could be accommodated city-wide. However, the RT-1, Two-Family Residential District, is a relatively uncommon zoning designation, and is supported by the Master Plan at this location. In the Old Village area, there are only 22 lots with RT-1 zoning, with 32 additional lots throughout the rest of the City. This zoning designation is typically found at the edges of commercial areas, and on relatively busy streets.*

(d) Whether the rezoning would constitute a spot zone granting a special privilege to one landowner not available to others.

CWA Comments: *To address this criterion, we considered the following:*

- *The property is currently occupied by a historic, single-family residential building. According to the City's property records, this building was constructed in 1898, and contributes to Starkweather's desirable historic character. Approval of the conditional rezoning could retain this structure. We ask the applicant if they have considered offering retention of this structure as another condition of the rezoning.*

- *The site is located adjacent to and across the street from commercial land uses. The two-family zoning would provide a transition between the commercial uses and the single-family zoning to the northwest. (Note that while the applicant wants to use the home for single-family purposes, the conditions state that a future use could be two-family.)*
- *Two-family zoning exists north of the subject site on this side of Starkweather (north of Blanche St.). Rezoning this site to RT-1 would extend this zoning pattern to the boundary of two-family uses identified in the Master Plan.*
- *Lastly, the Master Plan supports the rezoning given that the future land use vision for this site is “Multi-Family Low Density,” which corresponds to the proposed RT-1 zoning district. Note that if the rezoning is approved, it will leave the adjacent parcel to the north O-1, Office Service. We don’t consider this to result in “spot zoning” because the proposed action will advance the vision the City has set forth in its Master Plan. Zoning changes often happen in a haphazard way, based upon the property owners’ desires. The applicant just happened to request this rezoning before the property to the north. Rezoning this site as proposed will also not negatively impact the property to the north.*

(e) Whether all of the uses allowed under the proposed rezoning would be compatible with other zones and uses in the surrounding area.

CWA Comments: Because the applicant has offered conditions of limiting the uses on the site to single-family and two-family, and with an option for a home occupation, the other uses listed in the district will not be allowed on this site.

(f) Whether any public services, facilities, traffic flow, or natural features would be significant and adversely impacted by a development or use allowed under the requested rezoning.

CWA Comments: The proposed use will occupy an existing building, which is served by public water/sewer. The proposal does not include any site changes.

The proposed conditions state that the home occupation will be subject to the provisions of Sec. 78-212. We have listed these requirements below, and follow with comments:

- 1) That such home occupation shall be carried on within the dwelling or within a building accessory thereto.** *CWA Comment: No comment.*
- 2) That the character or appearance of the residence shall not change and that the home occupation shall not generate more traffic from cars or trucks than normally associated with a residential dwelling.** *CWA Comment: The applicant should describe the number of customers/visitors that typically come to the business in a day or week.*
- 3) That no article shall be sold or offered for sale on the premises, except such as is produced within the dwelling or accessory building or is provided incidental to the service or profession conducted within the dwelling or accessory building.** *CWA Comment: No comment.*

- 4) **The home occupation shall not display or create outside the building any external evidence of the operation of the home occupation, except that there may be one sign, not to exceed three square feet in area and not located within the road right-of-way, as approved by the building official.** *CWA Comment: If the proposed rezoning is approved, any existing signs that don't meet this standard must be removed. We suggest that this be a condition of any Planning Commission recommendation to the City Commission.*
- 5) **The use of the dwelling unit for the home occupation shall be clearly incidental and subordinate to its use for residential purposes by its occupants, and not more than 25 percent of the floor area of the dwelling unit shall be used in the conduct of the home occupation.** *CWA Comment: As a change of use, the Building Department will require that a permit is issued. This is the case even if no building renovations are made. At that time, the Building Official will confirm that the "home occupation" use is limited to the maximum space allowed by the ordinance.*
- 6) **That there shall be no exterior storage of materials or equipment.**
- 7) **That no nuisance shall be generated by any heat, glare, noise, smoke, vibration, noxious fumes, odors, vapors, gases, chemicals, or matter at any time.**
- 8) **That no hazard of fire, explosion, or radioactivity shall exist at any time.** *CWA Comment: We don't expect that a mortgage company will generate any of the hazards listed in items 6 – 8.*
- 9) **That only members of the household occupying the dwelling shall be employed in the dwelling or accessory building.** *CWA Comment: The applicant should confirm that only household members occupying the dwelling will be employed in the home occupation.*

- (g) **Whether the uses allowed under the proposed rezoning would be equally or better suited to the area than uses allowed under the current zoning of the land.**

CWA Comments: We consider the uses offered by the applicant to transition the Starkweather St. corridor from commercial to residential. Therefore, we consider the proposed conditional rezoning would be better suited to the area.

- (h) **Whether the condition and/or value of property in the city or in adjacent communities would be significantly and adversely impacted by a development or use allowed under the requested rezoning.**

CWA Comments: As long as the home occupation doesn't generate a significant number of daily visitors, we would consider the single-family use to maintain the property values in the area.

- (i) **Whether or not the requested zoning change is justified by a change in conditions since the original ordinance was adopted or by an error in the original ordinance.**

CWA Comments: The 2011 Master Plan identified this property and the adjacent property to the north as "office." The vision for this site has changed in 2018 Master Plan to Multi-Family, Low

Density. We consider the proposed rezoning an opportunity to make this site more consistent with the current Master Plan's vision.

(j) Whether precedents might result from approval or denial of the petition, and the possible effects of such precedents.

CWA Comments: If a rezoning proposal is consistent with the Master Plan, and meets the criteria listed above, we don't think the rezoning could set an undesirable precedent. In this case, the rezoning is moving the site toward the desired land uses described in the Master Plan.


RECOMMENDATIONS

In our opinion, the proposed conditional rezoning from O-1, Office Service, to RT-1, Two-Family Residential, meets many of the criteria in the ordinance to rezone a property, with conditions.

However, the following information should be provided to help determine the potential effects of the proposed conditional rezoning, and the proposed use (home occupation), on the nearby roadway and neighbors.

- A. Given the historic nature of the existing house, we ask the applicant if they have considered offering retention of this structure as another condition of the rezoning?
- B. The applicant should describe the number of customers/visitors that typically come to the business in a day or week.
- C. The applicant should confirm that only household members occupying the dwelling will be employed in the home occupation.

If the proposed conditional rezoning is approved, any existing signs that don't meet sign standard in the Home Occupation ordinance must be removed. We suggest that this be a condition of any Planning Commission recommendation to the City Commission.



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

cc: John Buzuvis
Marleta Barr
Harold Polemitis (hpolemitis@mortgageone.com)



Administrative Memorandum

City of Plymouth
201 S. Main
Plymouth, Michigan 48170

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

To: Planning Commissioners
From: Greta Bolhuis, AICP, Planning and Community Development Director
Date: February 6, 2024
Re: Projections into Setbacks Amendments (Generator Placement Edits)

The Planning Commission has been asked by the Zoning Board of Appeals to review Section 78-217 – Projections into setbacks for the allowed placement of generators. Additionally, creating an ordinance to support generators was a 2023 Planning Commission goal.

The amendments prohibit generators in the side yard setback but permit up to a 4-foot projection into the side yard setback if one or more of the three conditions for exception is met. These conditions would be reviewed and considered administratively. Documentation sufficient to prove a condition is met and/or a site visit would be required. The amendments allow generators to be placed within the rear yard setback up to 10-feet away from the rear property line.

The public hearing has been scheduled for the February 14 meeting. The public hearing only pertains to the items proposed for amendment in Section 78-217. As you are aware, the amendments proposed in Chapter 18 are in the general Code of Ordinances and will be reviewed at a public hearing of the City Commission.

The proposed amendments are attached. The next step is to recommend the amendments to Sec. 78-217 to the City Commission for review and approval.

Should you have any questions, please don't hesitate to contact me directly.

Sec. 78-217. Projections into setbacks.

Projections into setbacks shall be permitted as follows:

| Projection... | ...Into Front Yard Setback | ...Into Side Yard Setback | ...Into Rear Yard Setback |
|---|---|--|---|
| <i>At or Below Grade:</i> | | | |
| Egress window/areaway recess* | Not permitted | 3 feet from face of structure (interior dimension) | 3 feet from face of structure (interior dimension) |
| Stairs from basement | Not permitted | Not permitted | 4 feet (interior dimension) |
| Patios | 4 feet, but no closer than 10 feet from the front property line | Not permitted | 10 feet from property line |
| <i>Above Grade but Below Roof:</i> | | | |
| -Air conditioning condensers | Not permitted | 4 feet | 4 feet |
| Architectural features, as defined | 4 inches | 4 inches | 4 inches |
| Awning/canopy | 3 feet | Not permitted | 3 feet |
| Balcony | 4 feet | Not permitted | 4 feet |
| Bay window (limited to 8 feet in width; maximum 2 per side) | 2 feet | Not permitted | 2 feet |
| Cantilevered floor area (Box Out) | 2 feet | Not permitted | 2 feet |
| Cellar door | Not permitted | Not permitted | 8 feet |
| Chimney (limited to 8 feet in width) | 1 foot | Not permitted | 1 foot |
| Deck** | Not permitted | Not permitted | 12 feet, but limited to three feet high |
| Generators | Not permitted | Not permitted*** | <u>10 feet from property line</u> Not permitted |
| Porch, uncovered | 6 feet | Not permitted | 12 feet, but limited to three feet high |
| Porte cochere (excluding gutters) | Not permitted | 2 feet from property line | Not permitted |
| <i>Roof Area:</i> | | | |
| Cornices, eaves, overhangs, brackets, soffits (excluding gutters) | 2 feet | 2 feet | 2 feet |
| Dormers | ¹ Not permitted | Not permitted | Not permitted |

*Areaway construction can project above grade no more than 12 inches.

**The portion of a deck which occupies the rear yard setback shall not be converted into any enclosed habitable spaces.

*** Generators may project up to 4 feet into the side yard setback only if one or more of the following conditions are met, as determined by the community development director:

1. The location of windows and/or doors on the rear exterior wall do not provide the clearance dimension required by the adopted mechanical code.
2. The location of trees with a 12-inch DBH or greater do not provide reasonable placement on or near the rear exterior wall.
3. The location of built structures and mechanical equipment such as but not limited to egress windows, exterior or basement stairs, air conditioning condensers, cellar door, chimneys, decks, terraces, pools, porches, do not provide reasonable placement on or near the rear exterior wall. The location of the gas meter shall not be considered mechanical equipment.

(1) Projections containing floor area, including decks, shall be included in the lot coverage calculation. See Sections 78-43 and 78-53 for the front porch exclusion from lot coverage.

CHAPTER 18 – BUILDINGS AND BUILDING REGULATIONS

ARTICLE XVI. EMERGENCY ELECTRICAL GENERATORS

Sec. 18-783. Installation and definition.

Emergency generators may be permanently installed and utilized in all residential zoning districts within the city, subject to the terms and conditions set forth in this article. This article regulates permanently installed emergency generators, defined as a generator that is intended to remain outside of a residence for a lengthy or continuous period of time, regardless of the length of time of any power outage, as opposed to portable generators.

Sec. 18-784. Permit required.

Permits shall be obtained from the city building department prior to the commencement of any construction or installation of a generator. Applicants shall submit copies of the following:

- (a) The application form and the permit fee determined by resolution of the city commission.
- (b) A dimensioned site plan indicating compliance with this section and the manufacturer's specifications.
- (c) The manufacturer's specifications/cut sheets for the generator, the ATS (automatic transfer switch) and any fuel storage tanks, showing listings from a nationally recognized testing laboratory.
- (d) An electrical one line drawing showing locations of equipment, conduit, and wire sizes, and grounding/bonding.

Sec. 18-785. Final inspection.

As soon as construction of a generator has been completed, a final inspection shall be requested by the applicant to ensure compliance with all terms and conditions of this article, and the generator shall not be used prior to receiving final inspection approval.

Sec. 18-786. Enclosure; production of sounds; service doors; exhaust gases.

- (a) The generating unit and muffler must be enclosed within a sound attenuated cabinet. The enclosure service doors on the cabinet must be locked to prevent access by unauthorized persons.
- (b) Sound produced at full load is to be less than 85 dBA as measured at any and all property lines.

Sec. 18-787. Fuels.

Acceptable fuels include natural gas, gasoline or diesel. Connections made to a natural gas line of a residence must be in accordance with all applicable codes. Other fuel sources must meet all state and local code requirements. Portable fuel sources are not permitted.

Sec. 18-788. Electrical.

Only a fully automatic transfer switch (ATS) gear (double throw disconnect switch gear) is to be installed. Transfer panels must be locked to prevent unauthorized access to the switch gear. Panels must be approved by a recognized certification agency, such as UL or CSA, and must comply with all applicable electrical requirements adopted by the State of Michigan and City of Plymouth.

Sec. 18-789. Maintenance.

Property owners are responsible for keeping the electrical installation and operation within all applicable code and ordinance requirements. Automatic maintenance exercise testing is limited to not more than ten minutes each week, Monday—Friday, between the hours of 7:00 a.m.—8:00 p.m.

Sec. 18-790. Landscaping.

All generator(s) shall be opaquely screened from adjacent properties and public ways with landscaping or fencing as approved by the building department. Appropriate landscaping must be installed around a generator unit to screen the unit and to assist in muffling or reducing sound levels.

Sec. 18-791. Use.

Generators are to be used only in emergencies where the normal power source to the residence has been disrupted. As soon as normal power has been restored, the owner shall cease operation of the generator.

Sec. 18-792. Appeals.

Appeals to this article may be taken to the zoning board of appeals. Such appeal shall be taken by applying with the zoning board of appeals on appropriate forms provided by the community development department and payment of the required fee.



Administrative Memorandum

City of Plymouth
201 S. Main
Plymouth, Michigan 48170

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

To: Planning Commission
From: Greta Bolhuis, AICP, Planning and Community Development Director
Date: February 8, 2024
Re: Townes at Mill Street PUD Extension

As you may be aware, on November 9, 2022 the City of Plymouth Planning Commission considered the final PUD site plan and recommended 100 S. Mill (Townes at Mill Street) to the City Commission for final PUD review. Since that time, city staff and engineering consultants have been working with Pulte and the adjacent property owner at 340 N. Main to connect the water main servicing this proposed development and the existing townhome units on N. Main Street. This project has not yet been forwarded to the City Commission for their review and approval due to the outstanding water main issue.

The City's PUD ordinance requires an extension of any approved PUD if construction has not started within one year following the final approval of a planned unit development. While this project has not yet obtained approval from the City Commission, staff wanted to keep the Planning Commission informed that the project is moving forward and will be placed on a City Commission agenda in the next few months. This extension is an administrative requirement to continue pursuing final approval by the City Commission.

No changes have been made to the final PUD site plan package aside from the water main relocation. The water main documents were reviewed by DMS staff and Wade Trim.

Staff recommends that the Planning Commission approve a one-year extension of the final PUD site plan to end on November 9, 2024. It is important to note that if the City Commission grants final approval, the applicant will have one year from that date to commence construction.

Should you have any questions, please don't hesitate to contact me directly.



February 5, 2024

To: City of Plymouth Planning Commission
From: Chris Plumb, Vice President of Finance, Pulte Homes of Michigan
Re: Mill Street North Planned Unit Development Extension

Members of the Planning Commission,

Pulte Homes of Michigan is formally requesting a one-year extension of our final Planned Unit Development Site Plan (PUD) obtained on November 9th 2022, for the Mill Street North townhome project at 100 S. Mill Street.

Shortly after receiving PUD approval, it was determined that underground water lines servicing the site via Mill Street should be connected to existing water line on Main Street. Making this connection requires Pulte to directionally bore under the existing parking lot due north of the site and obtain a construction easement from the neighboring property owner. An easement and development agreement were negotiated during the summer and fall of 2023 and finalized in late 2023. This easement was the critical path for the development; with it in hand, we have entered the final phase of engineering and have started to obtain typical development permits from the County and State.

Site Plan Update

The site-plan remains unchanged from what was approved except for the following minor items: extension of water main which does not create any visible (above ground) changes to the site. A summary of the project is included below for reference and the current site plan is attached.

| MILL STREET NORTH | |
|--|---|
| DENSITY | 29 Units |
| PRODUCT | Consistent with Townes at Mill Street. 3 Story Townhomes ranging from ~1,850-2,200 SF |
| DEVELOPMENT START | ~Q2 2024 |
| STREETS PAVED | ~Q3 2024 |
| 1ST BUILDING FOUNDATIONS | ~Q4 2024 |
| PROJECT COMPLETE | ~Q4 2025 |
| COMMUNITY BENEFITS | <ul style="list-style-type: none"> - Productive use of existing undevelopable property with walking path and wildflower area - Continued redevelopment of a blighted property |
| REMAINING APPROVALS | <ul style="list-style-type: none"> - Final permits - Final PUD Agreement - Brownfield Amendment to incorporate Mill Street North into existing Brownfield - City Commission Approval of Final Site Plan, PUD Agreement, and Brownfield Approval (~April 2024) |

Thank you for your consideration.

Chris Plumb
Vice President of Finance
Pulte Homes of Michigan

RECEIVED

JAN 15 2024

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

CITY OF PLYMOUTH
COMMUNITY DEVELOPMENT

I. Site/Project Information

| | | |
|-------------------------------------|--------------------------------------|---------------------------------|
| Site Address 165 West Liberty st | Current Zoning Classification B-1 | Date of Application 1/5/2024 |
|-------------------------------------|--------------------------------------|---------------------------------|

| | |
|--|--------------------------------|
| Name of Property Owner Vesna Cadikovska | Phone Number 1 313 587 8810 |
|--|--------------------------------|

| | |
|-----------------------------------|--|
| Mailing Address 610 Karmada st | Email Address (Required) vcadik@hotmail.com |
|-----------------------------------|--|

| | | |
|------------------|-------------|-------------------|
| City Plymouth | State MI | 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 Salon B | Phone Number 734 546 1817 |
|-----------------------------------|------------------------------|

| | | | |
|--|------------------|-------------|-------------------|
| Applicant Company Address 40674 e Ann Arbor Trail | City Plymouth | State MI | Zip Code 48170 |
|--|------------------|-------------|-------------------|

| |
|--|
| Email Address (Required) Sharonhamma1@gmail.com |
|--|

III. Site Plan Designer and Contact Information

| | |
|--|--------------|
| Site Plan Designer Company Name N/A | Phone Number |
|--|--------------|

| | | | |
|------------------------|------|-------|----------|
| Company Address N/A | City | State | Zip Code |
|------------------------|------|-------|----------|

| | | |
|----------------------------|-----------------|--------------------------|
| Registration Number N/A | Expiration Date | Email Address (Required) |
|----------------------------|-----------------|--------------------------|

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

V. Historic District

| | | | | | |
|-------------------------------------|---------------------------------------|-----------------------------------|--|---|---|
| <input type="checkbox"/> Commercial | <input type="checkbox"/> Multi-Family | <input type="checkbox"/> New | <input type="checkbox"/> Remodel | <input checked="" type="checkbox"/> Change of Use | 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 type="checkbox"/> Special Land Use | |

VI. Description of Work

| |
|---|
| Salon B is a high end luxury handled extension salon, specializing in lived in color. we take your experience to the next level from the moment you walk in the salon to the moment you leave. Customizing every inch of your extensions from placement to each individual weft used. |
| |
| |

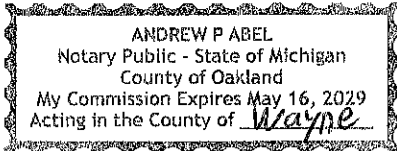
VII. Applicant Signature

| | |
|---|----------------------|
| Signature of Applicant  | Date <u>1/8/2024</u> |
|---|----------------------|

VIII. Property Owner Signature

| | |
|--|----------------------|
| Signature of Property Owner <u>V. Cadikovska M, V Rentals LLC</u> | Date <u>1/8/2024</u> |
|--|----------------------|

Subscribed and sworn before me this 8th day of January, 20 24



Notary Public: Andrew P. Abel

My Commission expires: MAY 16, 2029

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

Salon B

Salon B is a high-end luxury Boutique salon with everything you need to feel Beautiful! Being open almost 9 years. It has been my dream to move my salon closer to downtown and having a beautiful building and white brick outside is a cherry on top .

We are not your typical salon. We take everything to the next level and elevate your service from start to finish .

We believe customer service is key. From the minute our guest walk in, to the moment they leave.

Salon B specializes, In lived in color and having top of the line NBR(Natural Beaded Rows) and IBE (Invisible bead extensions) hand-tied hair extensions! We use a beaded method , where we make sure the placement , tension and section of each bead are perfect . We stitch your wefts to each section, distributing the weight through out each of your rows, making both methods one of the least damaging out there.

We use top of the line hair, that not all stylist have access to . we customize everything about the extension service for each individual client and have had ample training going back and forth to California and Utah.

As of 2024 I have 6 stylist. Two of my stylist are new and fresh out of beauty school . One is assisting me at the moment and the other is still working on building her clientele. Most of us work 3 days a week. On average only about 4 of us are in the salon at the same time. The salon is usually open from 9-8pm Tuesday -Saturday .

Our services are one on one between stylist and client . We do not double book clients . we will have one client in our chair usually ranging between 2-4 hours at a time.

For parking , there is one spot located in the back of the building where myself or a stylist can park . For my stylist, I would have them parking off of Mill st , Starkweather or a near by parking lot open to the public. This allows the parking on West Liberty st to stay open for clients and neighboring businesses.

For product orders and deliveries I have them shipped to my home address. About Once every six months, I may have a small package that would be delivered from UPS.

Trash removal : every Friday we take out trash and on average have two garbage bags worth . We will be using the dumpster in the back of the building and sharing with our neighbors Breaded Lamb Brewing Company , contributing to monthly costs.

Thank you so much for your time

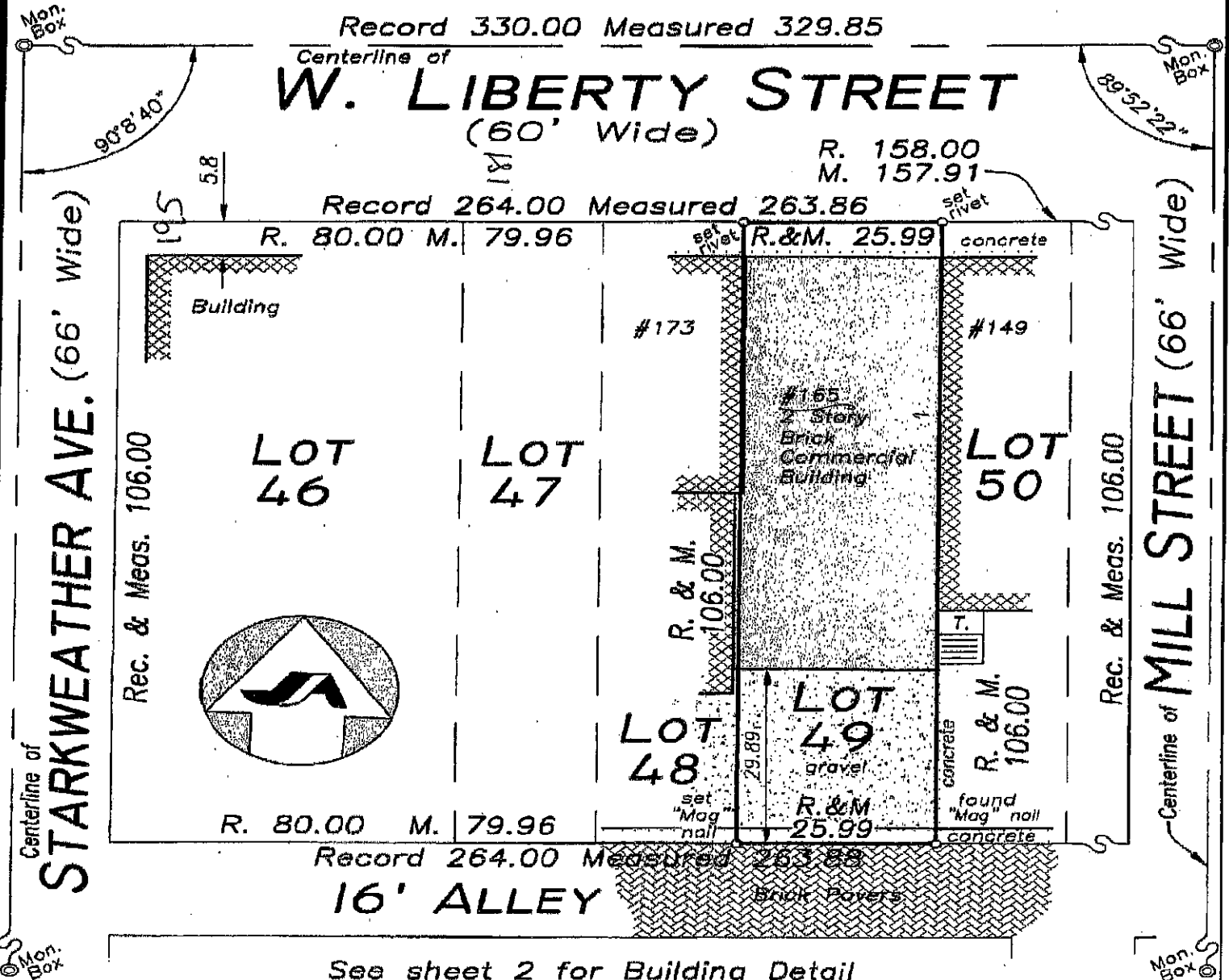


1.15.2024

FILE

LEGAL DESCRIPTION

Lot 49 of, "ASSESSOR'S PLYMOUTH PLAT No 4", a part of the Northwest 1/4 of section 26, Town 1 South, Range 8 East, Plymouth Village (now City of Plymouth), Wayne county, Michigan, as recorded in liber 63 of plats, page 90, Wayne county records. Subject to easements and restrictions of record.



CERTIFICATE OF SURVEY

IN THE CITY OF PLYMOUTH
 WAYNE COUNTY
 MICHIGAN

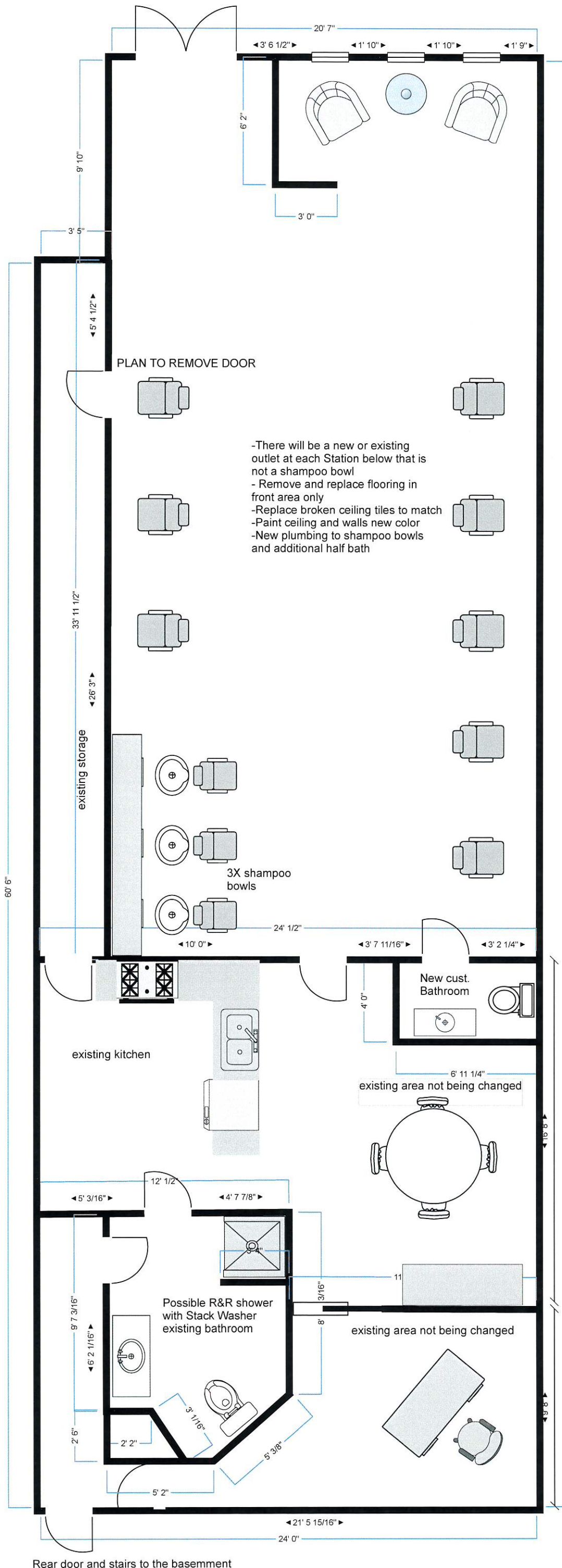
PREPARED FOR: R.J. Montgomery & Associates

JEKABSON & ASSOCIATES, P.C.
 Professional Land Surveyors
 1320 Goldsmith, Plymouth, MI 48170
 (734) 414-7200 (734) 414-7272 fax

by *[Signature]*

| | |
|---------|------------|
| DATE | 29 June 10 |
| JOB NO. | 10-06-018 |
| SCALE | 1" = 20' |
| DRAWN | JGE |
| CHECKED | IJJ |
| SHEET | 1 OF 2 |





- There will be a new or existing outlet at each Station below that is not a shampoo bowl
- Remove and replace flooring in front area only
- Replace broken ceiling tiles to match
- Paint ceiling and walls new color
- New plumbing to shampoo bowls and additional half bath

*Approved changes -
 V. Cadikowski
 M-V Rentals LLC.
 1/15/24*

Rear door and stairs to the basement



Carlisle | Wortman
ASSOCIATES, INC.

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

Date: February 5, 2024

**Site Plan Review – Change of Use
For
Plymouth, Michigan**

| | |
|------------------------------|---|
| Applicant: | Salon B Sharon Watson 40674 E. Ann Arbor Trail Plymouth, MI 48170 |
| Project Name: | 165 W. Liberty Change of Use |
| Plan Date: | January 15, 2024 (Floor Plan) |
| Location: | 165 W. Liberty (South Side of Liberty, between Starkweather and N. Mill St.) |
| Zoning: | B-1 – Local Business District |
| Action Requested: | Change of Use/Site Plan approval |
| Required Information: | Any deficiencies are noted in the report. |

PROJECT AND SITE DESCRIPTION

The future tenant of the first floor of 165 W. Liberty St. would like to occupy this building for a hair salon. The use is permitted in this zoning district. Use of the upper floor is a tattoo studio with one chair, which is also a permitted use.

This review considers the change of use, per Sec. 78-242(10).

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

Figure 1. Subject Site



Source: Near Map (Image capture June 17, 2023)

At their February 1, 2024 meeting, the Zoning Board of Appeals granted a parking variance for the entire building (or 17 spaces), as follows:

- 1) First Floor Beauty Parlor – 14 parking spaces (15 spaces required minus one space provided on site).
- 2) Second Floor Tattoo Studio – 3 parking spaces.

AREA, WIDTH, HEIGHT, SETBACKS

The site must meet the minimum standards for the B-1 District, as stated in Section 78-190 and summarized in **Table 1** below:

Table 1. B-1 Schedule of Regulations Summary

| | Required | Provided |
|--------------|----------|------------|
| Lot Area | NA | 2,756 s.f. |
| Lot Width | NA | 26 ft. |
| Lot Coverage | NA | 58% |

Table 1. B-1 Schedule of Regulations Summary (Continued)

| | Required | Provided |
|------------------------|---------------------------|--------------------------|
| Setbacks | | |
| Front | 10 ft. | 8.0 ft. (See Below) |
| Side: | | |
| Minimum | N/A or 10 ft. (See Below) | 0 ft. |
| Total of Two | N/A or 20 ft. (See Below) | 0 ft. |
| Rear | 75 ft. | 27 ft. (See Below) |
| Building Height | 25 ft. / 2 stories | 23.92 ft. / 2 stories |

Front Setback: The front setback is an existing non-conformity, and may remain as long as it is not expanded.

Side Setbacks: No side yards are required along the interior side lot lines, except for structures bordering residential districts, or if the structure facing interior lot lines contains windows. This building does not border a residential district. Also, the side walls of this building directly abut the buildings on either side, and do not contain windows. Therefore, no side yard setbacks are required.

Rear Setback: The rear setback is an existing non-conformity, and may remain as long as it is not expanded.

Items to be Addressed: None.

PARKING, LOADING

Section 78-271 lists parking requirements for beauty/barber shop uses. Note that parking requirements for a tattoo studio are calculated in the same way as a beauty/barber shop. **Table 2** below summarizes the required and provided number of parking spaces for this site:

Table 2. Parking Requirements

| | REQUIRED | PROVIDED |
|-------------------------------------|---|-------------------------------|
| Beauty parlor or barber shop | <p>Three (3) spaces for first two (2) beauty or barber stations, and 1.5 spaces for each additional station</p> <p><u>Beauty Parlor</u> 8 stations: 3 x 2 stations + 1.5 x 6 stations = 15 spaces</p> <p><u>Tattoo Studio</u> 1 station: 3 x 1 station = 3 spaces</p> | 1 space (Barrier-free) |
| Total Spaces: | 18 spaces | 1 space (See Below) |

Number of Parking Spaces. As mentioned above, the entire building received a variance to meet the 17-space parking space requirement.

Dimensions. The concrete area at the rear of the building has enough space to accommodate at least one 9' x 20' parking space. We defer any barrier-free requirements to the Building Official.

Loading/Unloading. The applicant states that regular shipments will be sent to the business owner's home. Periodic UPS deliveries of small packages are expected to be made to the salon twice a year.

Items to be Addressed: 1) *Defer barrier-free requirements to Building Official.*

SITE ACCESS AND CIRCULATION

The site is accessed via passenger vehicles from W. Liberty St. Pedestrian traffic can reach this property via public sidewalks. The rear parking space is accessed via a public alley behind the building.

Items to be Addressed: *None.*

LANDSCAPING, LIGHTING, SIGNAGE

The only changes to this building will occur on the interior; no exterior building or site modifications are proposed.

This property is an existing, non-conforming site. For non-conforming sites, Sec. 78-351, *Non-Conforming Lots and Sites*, states that this section of the ordinance permits for re-use and improvements to these sites, and that compliance with the ordinance requirements be proportional to the improvements to the site. This section goes on to say that the Planning Commission may allow needed flexibility to encourage gradual site improvements.

Landscaping

If the proportional standard is applied, since no changes are proposed to the exterior of the building or site, we would consider flexibility in ordinance application to allow the Planning Commission to waive the landscaping requirements.

Lighting

Regarding lighting, if any new exterior light fixtures are proposed, they will need to conform to Sec. 78-204, *Exterior Lighting*. We defer evaluation of the exterior building lighting to the Building Official.

Signage

Information regarding new signage for the salon has not been provided. Any new exterior signage will require a sign permit, and conformance with Article XIX of the zoning ordinance. We defer evaluation of signage to the Building Official.

Items to be Addressed: 1) *Defer evaluation of site lighting (if any new exterior light fixtures are proposed) and signage to Building Official.*

FLOOR PLAN AND ELEVATIONS

The submission includes floor plans of the proposed salon layout, including eight (8) stations, three shampoo bowls, customer bathroom an employee break room and restroom/laundry room, and office. No elevations are provided since no changes to the exterior of the building are proposed.

Items to be Addressed: None.

RECOMMENDATIONS

The proposed use is permitted in this district, and is compliant with the parking requirements now that a parking variance has been granted for this building. Since no changes are being proposed to the exterior of the building or the site, the flexibility in the ordinance would allow the Planning Commission to waive the landscaping requirements as “proportional” to the proposed improvements (which are none). We recommend Site Plan/Change of Use approval, conditioned upon the Building Official confirming compliance with the following:

- 1) Defer barrier-free requirements to Building Official.
- 2) Defer evaluation of site lighting (If any new exterior light fixtures are proposed) and signage to Building Official.



CARLISLE/WORTMAN ASSOC., INC.

Sally M. Elmiger, AICP, LEED AP

Principal

cc: Greta Bolhuis
John Buzuvis
Sharon Watson (Sharonhamma1@gmail.com)



Administrative Memorandum

City of Plymouth
201 S. Main
Plymouth, Michigan 48170

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

To: Planning Commission
From: Greta Bolhuis, AICP, Planning and Community Development Director
Date: February 8, 2024
Re: 2024 Goals Discussion

As you may be aware, the City of Plymouth City Commission approved the one-year tasks for the 2024 calendar year on February 5. The city is in year three of the five-year strategic plan. The complete task list is attached for your review.

In 2023, the Planning Commission adopted the following goals:

1. Review, amend, and revise the master plan as necessary
2. Obtain and review a form based codes test case
3. Create an ordinance to support generators

For the 2024 calendar year, staff suggests focusing on the singular goal of completing the master plan update. It is important that finishing this project is given the utmost focus and priority. I look forward to discussing the 2024 calendar year goal(s) with you.

Should you have any questions, please don't hesitate to contact me directly.

City of Plymouth

2022-2026 Strategic Plan with 2024 One-Year Tasks

Goal Area One – Sustainable Infrastructure

Key Objectives

- Identify and establish sustainable financial model(s) for major capital projects, Old Village business district, 35th District Court, recreation department, and public safety
- 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
- Partner with or become members of additional environmentally aware organizations
- Increase technology infrastructure into city assets, services, and policies
- Continue sustainable infrastructure improvement for utilities, facilities, and fleet
- Address changing vehicular habits, including paid parking system /parking deck replacement plan, electric vehicle (EV) charging stations, and one-way street options

One-Year Tasks

1. Determine direction for Old Village Tax Increment Financing (TIF) District
2. Create asset management plan for city facilities
3. Seek additional, supplemental government funding
4. Explore and identify community legacy funding opportunities
5. Plan and strategize for potential recreational millage proposal
6. Implement 2024 construction projects and plan for 2025 projects
7. Prepare & complete bond sale for road infrastructure projects
8. Receive International City/County Management Association (ICMA) fire study and implement suggestions as warranted
9. Pursue electrical upgrade in Old Village for special event purposes
10. Complete parking deck engineering review
11. Continue Michigan Green Communities Challenge (MGCC) – maintain bronze level and seek opportunities for advancement to silver
12. Target citywide bike rack installation in high-traffic areas
13. Review opportunities for additional parking spaces
14. Install EV chargers at Plymouth Cultural Center (PCC)
15. Monitor utilization of current EV chargers
16. Plan/budget for mausoleum repair project at Riverside Cemetery
17. Complete water meter upgrade program

Goal Area Two – Staff Development, Training, and Succession

Key Objectives

- Create policies and programs that support staff recruitment/retention, including a coordinated recruitment program, flexible scheduling, and an internship program
- Increase staff levels to appropriately support city services and departments
- 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

One-Year Tasks

1. Continue staff development and succession planning
2. Maintain staffing levels
3. Update five-year staffing projections
4. Continue diversity, equity, and inclusion (DEI) training opportunities
5. Review opportunities for supplemental staffing – interns/volunteers

Goal Area Three – Community Connectivity

Key Objectives

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

One-Year Tasks

1. Host Coffee with Commissioners
2. Continue police community outreach programs - including Coffee with a Cop
3. Provide for two Citizens Academy programs
4. Develop communication/marketing/branding plan
5. Increase social media engagement
6. Implement new Short Message/Messaging Service (SMS) and email system
7. Schedule a minimum of four Committee of the Whole (COW) meetings
8. Review and adopt citywide public participation plan
9. City Commission to initiate Know Your Neighbor style programs
10. Craft a standardized onboarding program for appointed boards and commissions

Goal Area Four - Attractive, Livable Community

Key Objectives

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

One-Year Tasks

1. Continue pursuit of RRC “Certified” status, from current “Essentials” status
2. Adopt the master plan
3. Complete legal review of noise ordinance and increase public education
4. Continue implementation of Kellogg Park and Downtown Development Authority (DDA) master plan(s)
5. Begin development of a DDA streetscape improvement plan
6. Review opportunities for additional parks and facilities
7. Consider feasibility of social district(s) in Old Village
8. Develop partnership plan for multi-modal access to Hines Dr.
9. Review and update special event policy
10. Complete legal review of potential marijuana ordinance(s)
11. Complete generator ordinance
12. Continue process of upgrading Tonquish Creek Nature Walk