



# City of Plymouth Planning Commission

## REVISED - Regular Meeting Agenda

Wednesday, March 13, 2024 – 7:00 p.m.  
City Hall & Online Zoom Webinar

City of Plymouth  
201 S. Main  
Plymouth, Michigan 48170

[www.plymouthmi.gov](http://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 February 14, 2024 meeting minutes
4. **APPROVAL OF THE AGENDA**
5. **COMMISSION COMMENTS**
6. **PUBLIC HEARINGS**
  - a) **SP24-02:** 413 N. Main, Special Land Use and Site Plan Review
7. **OLD BUSINESS**
8. **NEW BUSINESS**
  - a) **SP24-03:** 980 W. Ann Arbor Road, Signage
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](mailto:clerk@plymouthmi.gov).

### GOAL AREA ONE - SUSTAINABLE INFRASTRUCTURE

#### OBJECTIVES

1. Identify and establish sustainable financial model(s) for major capital projects, Old Village business district, 35<sup>th</sup> 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 2024 Goals

1. Complete the master plan review
2. Engage in a training session
3. Review a compatibility ordinance

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

**-Plymouth Mayor Joe Bida November 1977**

**City of Plymouth**  
**Planning Commission Public Hearing Notice**  
201 S. Main Street Plymouth, Michigan 48170  
Website: [www.plymouthmi.gov](http://www.plymouthmi.gov) Phone: (734) 453-1234 ext. 232

A regular meeting of the Planning Commission will be held on Wednesday, March 13, 2024, at 7:00 P.M. located at City Hall and online via Zoom to consider the following:

**SP 24-02:** 413 N. Main, Special land use and site plan review for expansion of outdoor dining area

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Publish: Tuesday, February 27, 2024



**Plymouth Planning Commission**  
**Regular Meeting Minutes**  
**Wednesday, February 14, 2024 - 7:00 p.m.**  
**Plymouth City Hall 201 S. Main**

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City of Plymouth  
www.plymouthmi.gov  
734-453-1234  
Plymouth, Michigan 48170-1637

**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 Sidney Filippis, Zachary Funk, Joe Hawthorne, Trish Horstman, Kyle Medaugh

Excused: Member Hollie Saraswat, and Eric Stalter

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

**2. CITIZENS COMMENTS**

There were no citizen comments

**3. APPROVAL OF MEETING MINUTES**

Silvers offered a motion, seconded by Funk, to approve the minutes for the January 10, 2024, meeting. Medaugh asked that the minutes be amended to indicate that he was not present.

There was a voice vote.  
MOTION PASSED

**4. APPROVAL OF THE AGENDA**

Hawthorne offered a motion, seconded by Silvers, to approve the agenda for February 14, 2024.

There was a voice vote.  
MOTION PASSED

**5. COMMISSION COMMENTS**

There were no commission comments.

**6. PUBLIC HEARINGS**

a. RZ24-01: 353 Starkweather, Conditional rezoning request from O-1, Office Service District to RT-1, Two Family Residential

Sisolak opened the public hearing at 7:05 p.m.

Applicant Harold Polemitis described his rationale for requesting rezoning for his building, which has been used for his business. He said he no longer needs the entire building for office space and was considering moving his family there.

Drake Filippis, 697 Ann, said he supported the rezoning.

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

Elmiger reminded the group that in conditional rezonings, the applicant offers the conditions. There was a discussion about parking, signage, and retaining the character of the home.

### ***Motion***

Silvers offered a motion, seconded by Horstman for RZ24-01 – 353 Starkweather to recommend to that the City Commission to approve a conditional rezoning from O-1 to RT-1.

### ***Findings of Fact***

The proposal aligns with the Master Plan.

In future land use maps, the multi-family, low density category is associated with the RT-1, two family residential zoning district.

The proposed action will advance the vision the city has set forth in its master plan.

### ***Conditions***

The permitted use is limited to two-family or single-family detached dwellings.

The permitted use on the subject site is limited to home occupations subject to the provisions of 78-212.

There was a voice vote.

MOTION PASSED

#### **b. Amendment to Zoning Ordinance 78-127, Projections into Setbacks**

Sisolak opened the public hearing at 7:29 p.m.

Pete Mundt, 643 N. Harvey, asked whether the amendment would restrict or expand the space where generators can be located. Silvers explained that the amendment would only define it for the first time.

Sisolak closed the public hearing at 7:31 p.m.

Silvers offered a motion, seconded by Filippis, to send the generator ordinance section 78-217 to the City Commission for review and approval.

There was a voice vote.

MOTION PASSED

## **7. OLD BUSINESS**

### **a. PUD22-01: 100 S. Mill, PUD Extension**

Bolhuis explained that the Planning Commission already approved the site plan, but the builder has not taken it to the City Commission because they have been working on difficulties with the water connection.

Silvers offered a motion, seconded by Medaugh, to approve a one-year extension to the PUD site plan, to end on November 9, 2024, and that the City Commission review and approve the extension.

There was a voice vote

MOTION PASSED

## **8. NEW BUSINESS**

### **a. SP 24-01: 165 Liberty, Site Plan Review**

Applicant Sharon Watson said she had received a variance for parking from the Zoning Board of Appeals. She distributed photos of her signs and offered to answer questions.

Drake Filippis, 697 Ann, said he supported the plan.

***Motion***

Silvers offered a motion, seconded by Hawthorne, to approve SP24-01 for site plan review.

***Findings of Fact***

The application meets all requirements of the master plan.

The project has passed the ZBA for concerns mentioned in previous meetings.

***Condition***

The applicant is to abide by recommendations contained within the Carlisle Wortman report.

There was a voice vote.

MOTION PASSED

**b. 2024 Planning Commission Goals**

Bolhuis reviewed her recommendations and said that the suggested public participation plan would be a city-wide effort. After a discussion, the group agreed on the following goals:

- Complete the master plan review
- Engage in a training session
- Review a compatibility ordinance

**9. REPORTS AND CORRESPONDENCE**

City Commission Liaison Brock Minton said the strategic plan's one-year tasks had been approved.

Sisolak gave a report on the engagement subcommittee, and Silvers gave a report on the future land use subcommittee.

**10. ADJOURNMENT**

Silvers offered a motion, seconded by Sisolak, to adjourn the meeting at 8:10 p.m.

There was a voice vote.

MOTION PASSED



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

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

**I. Site/Project Information**

|   |   |                                       |
|---|---|---------------------------------------|
| Site Address<br><b>413 main street</b>              | Current Zoning Classification<br><b>b3</b>            | Date of Application<br><b>3.18.24</b> |
| Name of Property Owner<br><b>Victor Nikollbibaj</b> | Phone Number  |                                       |
| Mailing Address<br><b>413 main street</b>           | Email Address (Required)<br><b>vitor413@yahoo.com</b> |                                       |
| City<br><b>plymouth</b>                             | State<br><b>mi</b>                                    | Zip Code<br><b>48170</b>              |

**II. Applicant and Contact Information**

|  |           |                                     |           |                          |                          |                          |        |                          |
|--|-----------|-------------------------------------|-----------|--------------------------|--------------------------|--------------------------|--------|--------------------------|
| Indicate Who the Applicant Is. If Property Owner, Skip to Section III. | Architect | <input checked="" type="checkbox"/> | Developer | <input type="checkbox"/> | Engineer                 | <input type="checkbox"/> | Lessee | <input type="checkbox"/> |
| Applicant/Company Name<br><b>composition workshop</b>                  |           | Phone Number<br><b>313-478-1547</b> |           |                          |                          |                          |        |                          |
| Applicant/Company Address<br><b>800 junction st</b>                    |           | City<br><b>plymouth</b>             |           | State<br><b>mi</b>       | Zip Code<br><b>48170</b> |                          |        |                          |
| Email Address (Required)<br><b>jkorf@cmpworkshop.com</b>               |           |                                     |           |                          |                          |                          |        |                          |

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

|  |                                     |  |                    |                          |
|--|-------------------------------------|--|--------------------|--------------------------|
| Site Plan Designer Company Name<br><b>composition workshop</b> |                                     | Phone Number<br><b>313-478-1547</b>                      |                    |                          |
| Company Address<br><b>800 junction st</b>                      |                                     | City<br><b>plymouth</b>                                  | State<br><b>mi</b> | Zip Code<br><b>48170</b> |
| Registration Number<br><b>1301057954</b>                       | Expiration Date<br><b>3/14/2026</b> | Email Address (Required)<br><b>jkorf@cmpworkshop.com</b> |                    |                          |

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

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

**V. Historic District**

**VI. Description of Work**

|  |
|--|
| addition of a 360 sq/ft outdoor eating area near the northwest corner of the building, utilizing 2 parking spaces. |
|  |
|  |
|  |



**VII. Applicant Signature**

Signature of Applicant

Date

2.18.24

**VIII. Property Owner Signature**

Signature of Property Owner

Date

02.20.24

Subscribed and sworn before me this

20

day of

Feb

, 20

24

Vitor Nikalbibaj

Notary Public:

My Commission expires:

10/07/2026

K ROLLINS  
Notary Public - State of Michigan  
County of Wayne  
My Commission Expires On 7, 2026  
Acting in the County of Wayne

**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                  |          |    |     |



# compositionworkshop

architecture + interior design

21.September.23

John Buzuvis  
Economic Development Director  
City of Plymouth  
201 S Main, Plymouth, MI 48170

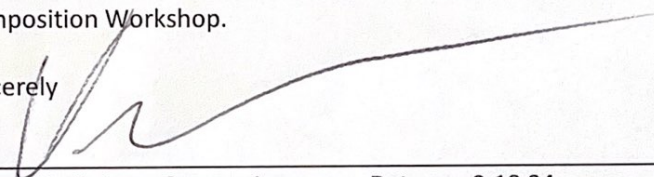
Re: 413 N. Main Street  
Aqua Restaurant – outdoor dining  
Plymouth, Michigan

Mr. Buzuvis:

My Architect, James Korf (Composition Workshop, Inc) has the authority to file any required documentation on my behalf.

Any direct correspondence or questions regarding this matter should be directed to Composition Workshop.

Sincerely



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Victor Nikollbibaj Owner, Aqua Date: 2.18.24

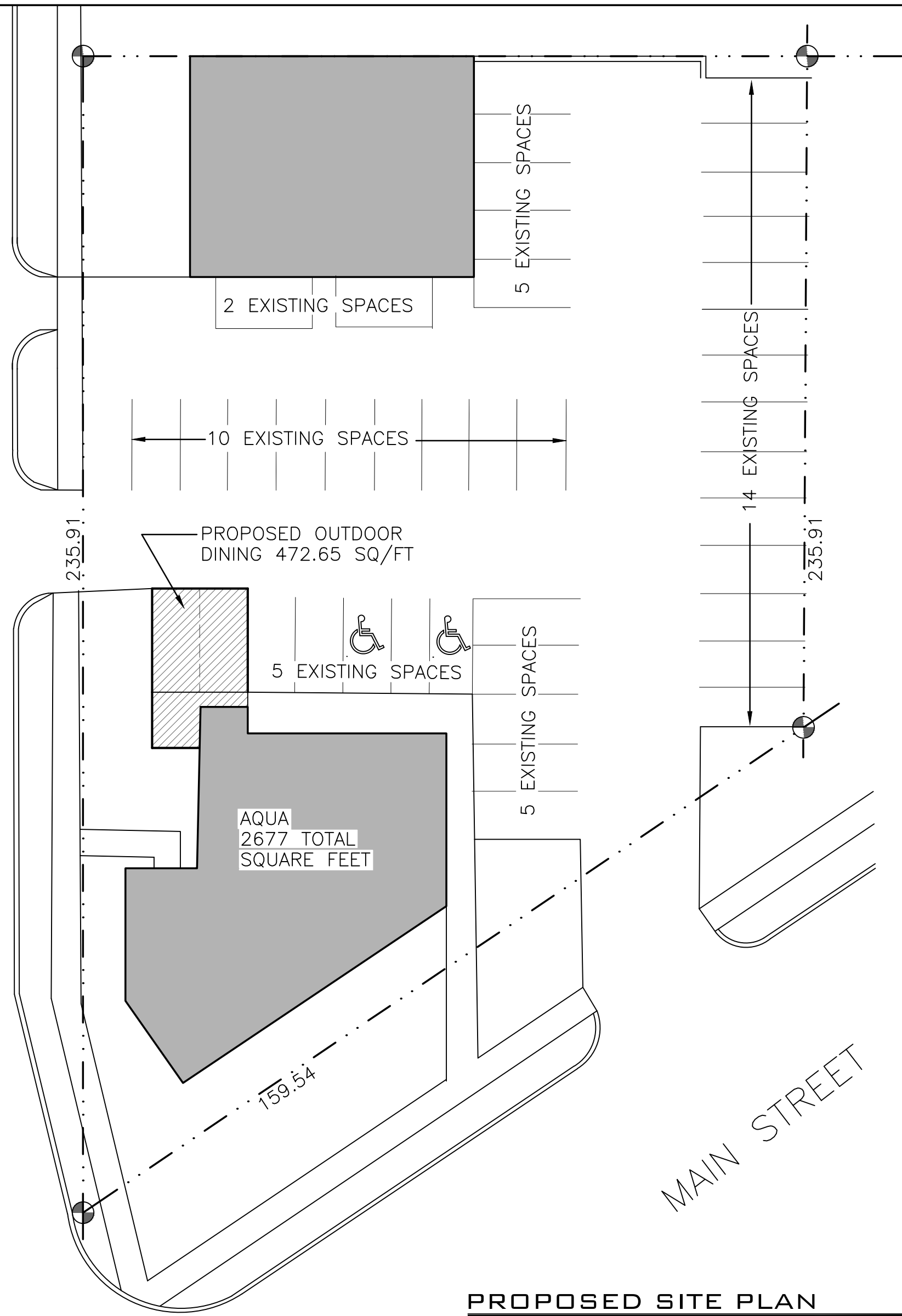




\* PICTURES SHOWN ARE OF A PREVIOUS INSTALLATION AND ARE SHOWN TO ILLUSTRATE CONSTRUCTION TYPE AND QUALITY. FOR ACTUAL SIZE SEE PLAN



STARKWEATHER



PROPOSED SITE PLAN  
1" = 20'-0"

# AQUA

## 413 N. MAIN STREET PLYMOUTH, MICHIGAN

### SITE DATA

ZONING REQUIREMENTS B3 GENERAL BUSINESS

PROPOSED USE: RESTAURANT

| SETBACKS:               | REQUIRED   | PROVIDED                                    |
|-------------------------|--|---|
| FRONT                   | 0' FEET  | 9'-10" FEET                                 |
| SIDE YARD               | 0' FEET  | 8' FEET WEST<br>68' FEET EAST               |
| REAR YARD               | 10' FEET   | 128'-8.5" FEET                              |
| MAXIMUM BUILDING HEIGHT | 30 FT<br>2 STORIES   | 20' FT<br>1 STORIES                         |
| MIN LOT AREA            | 2 STORIES  |   |
| MAXIMUM LOT COVERAGE    |  |   |
| TOTAL SITE:             | EXISTING HOUSE<br>NEW OUTDOOR DINING<br>DRIVEWAYS + PATIOS | 2677 SQ/FT<br>472.65 SQ/FT<br>3059.65 SQ/FT |

### PROJECT DESCRIPTION

THE PROJECT CONSISTS OF THE ESTABLISHMENT OF A NEW OUTDOOR EATING AREA (480 SQ/FT) COMPRISED OF DECORATIVE WOODEN FENCING (MOVABLE AND REMOVABLE) TO BE INSTALLED AND REMOVED SEASONALLY.

### PARKING REQUIREMENTS

AQUA RESTAURANT AND THE BUSINESS IMMEDIATELY TO THE NORTH SHARE A PARKING LOT BY LEGAL AGREEMENT. THE BUSINESS TO THE NORTH SHALL NOT, BY AGREEMENT, PARK ANY CARS IN THE SHARED LOT PAST 5PM. AQUA RESTAURANT OPENS ONLY FOR DINNER.

BY DIVISION XXII, SECTION 78-271 OF THE ZONING ORDINANCE, CITY OF PLYMOUTH:  
Establishment for sale and consumption on the premises of beverages, food and refreshments Outside of the downtown development district:  
One for each 75 square feet of usable floor area or one for each three persons allowed within the maximum occupancy load as established by local, county or state fire, building or health codes, whichever is greater.

LISTED OCCUPANCY BY FIRE MARSHALL: 109  
SPACES REQUIRED BY OCCUPANCY: 109 / 3 = 36.3

BUILDING SQ/FT: 2677 SQ/FT  
GROSS FLOOR AREA: 2587 SQ/FT  
AREA OF OUTDOOR DINING: 472.65 SQ/FT  
TOTAL AREA: 3059.65 SQ/FT

REQUIRED PARKING: 3059.65 / 75 SQFT = 40.79

SPACES REQUIRED: 41 SPACES  
SPACES PROVIDED: 41 SPACES

THE CONTRACTOR IS REQUIRED TO FIELD VERIFY ALL EXISTING CONDITIONS WITH REGARD TO THE VIABILITY OF EXISTING FOUNDATIONS, STRUCTURAL BEARING LOCATIONS, AND ALL DIMENSIONS, PRIOR TO THE BEGINNING OF CONSTRUCTION.

### DRAWING INDEX

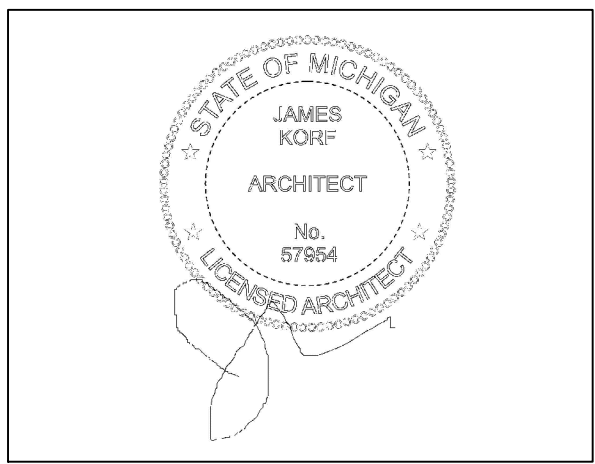
|      |                              | ISSUED FOR SPECIAL USE PERMIT<br>21.FEB.24 | PREPARED BY: | REFERENCE ONLY |
|------|------------------------------|--|--------------|----------------|
| T1.1 | TITLE SHEET / SITE PLAN      |  |              |                |
| A1.1 | FOUNDATION /1ST FLOOR PLAN   |  |              |                |
| A1.2 | 2ND FLOOR PLAN/ ROOF FRAMING |  |              |                |
| A3.1 | EXTERIOR ELEVATIONS          |  |              |                |
| A4.1 | BUILDING SECTIONS            |  |              |                |
| E1.1 | ELECTRICAL POWER PLANS       |  |              |                |
| E2.1 | ELECTRICAL LIGHTING PLANS    |  |              |                |

### OWNER

VITOR NIKOLLBIBAJ  
413 N. MAIN  
PLYMOUTH, MI 48170

### ARCHITECT

COMPOSITION WORKSHOP INC  
800 JUNCTION ST  
PLYMOUTH, MI 48170  
313-478-1547  
734-425-5226 FAX



COMPOSITION WORKSHOP  
Architecture + Interior Design

800 Junction,  
Plymouth, Michigan, 48170  
Phone: 313.478.1547  
Fax: 734.425.5226

AQUA  
OUTDOOR DINING

| DATE      | REVISIONS                     | APPROVED |
|-----------|-------------------------------|----------|
| 21.FEB.24 | ISSUED FOR SPECIAL USE PERMIT |          |

| FILE NUMBER | DRAWN BY | DATE ISSUED |
|-------------|----------|-------------|
| 08_01       | JFK      | 21NOV23     |

SHEET TITLE  
TITLE SHEET  
SITE PLAN

SHEET NUMBER  
ST1.1



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## PLYMOUTH POLICE DEPARTMENT MEMORANDUM

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**TO:** GRETA BOLHUIS, PLANNING & COMMUNITY DEVELOPMENT DIRECTOR  
**FROM:** A.L. COX, DIRECTOR OF PUBLIC SAFETY *A.L. Cox*  
**SUBJECT:** SPECIAL LAND USE & SITE PLAN REVIEW AT 413 N MAIN (AQUA)  
**DATE:** 2/28/2024

---

Per City Ordinance 78-92(4)(b), you have asked that I review the request for approval of a new outdoor dining area at 413 N Main Street (VNB, LLC currently doing business as Aqua). The review was narrowly focused on the impact to public safety only.

VNB, LLC operates under a Class C and a Specially Designated Merchant (SDM) liquor license with the following permits: Sunday Sales (PM) and two (2) Outdoor Service Areas (neither of which have been utilized over the last year). Their license type provides for the service of beer, wine, spirits, and mixed drinks. The licensee is requesting approval to create a new outdoor dining space on the north side of the existing structure. The proposed area is 472.65 square feet which includes two (2) currently utilized parking spaces.

While the proposed area would allow for patrons to enjoy a meal and/or drink(s) out of doors in good weather, it would also provide for an increase in customer capacity for the establishment when the area is in use. This will require that management provide for the same close monitoring/observation of guests outside as well as inside the establishment. It should also be noted that this proposed area will require notification to the Michigan Liquor Control Commission (MLCC) by the owner. In order to comply with MLCC rules and regulations, the proposed area will need to be inspected by the MLCC Enforcement division, and ultimate approval will come from the Commission.

Based on the provided plans, input from the licensee, and the establishment's history regarding the responsible service of alcohol to date, I do not see a negative impact on public safety. Additionally, any concerns regarding the loss of 2 parking spaces are alleviated by the fact that their private lot will still provide 39 available spaces. Should alterations or amendments to the plans be made, an additional review of those changes should be conducted.



**Carlisle | Wortman**  
ASSOCIATES, INC.

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

Date: March 6, 2024

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

|                              |  |
|------------------------------|--|
| <b>Applicant:</b>            | Victor Nikollbibaj<br>413 Main St.<br>Plymouth, MI 48170 |
| <b>Project Name:</b>         | Aqua Restaurant Outdoor Seating                          |
| <b>Plan Date:</b>            | November 21, 2023  |
| <b>Latest Revision:</b>      | February 21, 2024  |
| <b>Location:</b>             | 413 N. Main St.  |
| <b>Zoning:</b>               | B-3 – General District                                   |
| <b>Action Requested:</b>     | Special Land Use and Site Plan Approval                  |
| <b>Required Information:</b> | Any deficiencies are noted in the report.                |

**PROJECT AND SITE DESCRIPTION**

The applicant is proposing to use two adjoining parking spaces to locate a 480-square-foot outdoor dining area on the subject site. The outdoor area is directly adjacent to the applicant's place of business (Aqua Restaurant), and will be blocked off using moveable black wooden fencing.

This change represents an expansion of a use that serves alcohol, and is therefore a Special Land Use in the B-3 District, and requires a Special Use Permit.

An aerial and street view of the subject site is shown in **Figures 1 and 2** on the following page.



**Figure 1. Subject Site**



Source: Near Maps (Capture 4-7-2023)

**Figure 2. Subject Site – Street View**



Source: Google Maps (Capture 7-2019)

## **SPECIAL LAND USE STATUS**

The applicant is proposing to expand the service of alcohol out of doors, which is a Special Land Use and must meet the Special Land Use standards in Section 78-281.

In addition, the B-3 General Business District (in Section 78-112) states that 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, and that the Planning Commission will consider this report.

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

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

**CWA Comment:**

The 2018 Master Plan:

- Identifies this site as "Mixed Use High Density," which includes a mixture of retail, service, office, recreation and residential uses. It also states that parking shall be located at the rear of the building, or integrated and hidden. (Pg. 12)
- The North Main Street Sub Area Plan also states that parking should be located at the rear of buildings, and that landscape strips or decorative knee walls should separate front yard parking and sidewalk areas. (Pg. 23)
- Lastly, *Figure 12: Primary & Secondary Transportation Routes* map (Pg. 37) identifies the public sidewalk on the east side of Starkweather (adjacent to this site) as being too narrow. This public sidewalk also directly abuts the curb, and has no green strip between the curb and sidewalk, placing pedestrians right next to the street.

**Proposed Use**

Unlike the Downtown Sub Area Plan, the North Main Street Sub Area Plan doesn't encourage outdoor cafes. However, this Sub Area does call for a mix of retail, service, office, recreation and residential uses. Outdoor eating areas help to establish a "mixed-use" atmosphere.

**Proposed Layout**

While the use may be consistent (in our opinion) with the Master Plan, the layout of this site is not compliant. The existing parking lot directly abuts the public sidewalk along Starkweather, and there is no landscape separation or knee wall between the lot and the street, making it clearly visible to passersby. This business has also constructed a 3- or possibly 4-season enclosed dining room in the Starkweather St. right-of-way. These features are not going to be improved with the proposed outdoor dining layout.

The plans do not accurately reflect the existing conditions on site. The building is much closer to the public sidewalk on both Starkweather and N. Main St. than the plans indicate. The location of the building on site needs to be corrected.

The outdoor dining area is proposed to be located in the two most westerly parking spaces on the north side of the building. The plan shows a 14-foot wide strip of asphalt between the sidewalk

and proposed edge of the outdoor dining fence; however, this space is actually only about 4-feet wide, which is within the right-of-way. The proposed dining use should not be placed in the right-of-way. To make the proposal more consistent with the goals of the Master Plan, the Planning Commission may want to discuss the addition of landscape planters along the west side of the dining enclosure fence.

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

**CWA Comment:**

No permanent structures are proposed. Sheet ST1.1 shows photographs of when an outdoor dining area was installed up next to the sidewalk in previous years, with a black fence. Will the same fence/umbrellas/chairs shown in the photos be used if the outdoor dining area is approved? The plans also show that the outdoor dining area will accommodate 7 tables/28 patrons.

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

**CWA Comment:**

The outdoor dining area will be located directly across the street from a property that was just recommended for approval for single-family residential use. (Note: The City Commission approved the first reading on March 4.) Therefore, an outdoor use that extends into the evening 7-days a week could be disturbing to these neighbors.

The Aqua Restaurant's website indicates that the business is open 4pm – 10pm, 7-days a week. We have the following questions:

- Will the current hours of operation apply to the outdoor dining area?
- Will the outdoor area be used only for patrons eating a meal, or will patrons only using the bar also be able to sit outside?
- Is the applicant proposing any outdoor speakers or music?
- How will the outdoor area be managed to minimize disturbance to nearby residents?

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

**CWA Comment:**

As mentioned above, the building across Starkweather to the west of the outdoor eating area could be approved for single-family residential use. The building to the north is approximately 2,220 s.f. and contains two commercial units. One of these units is occupied by an "event" business (accommodating up to 50 people at a time).

The outdoor dining area is compatible with the commercial building to the north, but could be disturbing to residents directly across Starkweather. See our questions above.

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

**CWA Comment:**

Essential public services currently serve the Aqua Restaurant. The outdoor dining area does not require any additional public services.

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

**CWA Comment:**

We don't believe the proposed outdoor dining area will significantly decrease property values of surrounding properties.

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

**CWA Comment:**

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

In summary, we consider *the proposed use* to meet the criteria for the standards in 78-281 and 78-102(2). However, we don't consider the proposed layout to meet the criteria. The applicant needs to correct the plans and provide additional information to answer the questions in this review, and any additional questions Commissioners may have. Also, the Planning Commission may want to discuss modifications to the layout with the applicant to better meet the goals of the Master Plan.

***Items to be Addressed:*** 1) Planning Commission to consider Director of Public Safety report. 2) Correct plans to accurately locate building on site. 3) Planning Commission to discuss the addition of landscape planters along the west side of the dining enclosure fence. 4) Will the same fence/umbrellas/chairs shown in the photographs be used if the outdoor dining is approved? 5) Will the current hours of operation apply to the outdoor dining area? 6) Will the outdoor area be used only for patrons eating a meal, or will patrons only using the bar also be able to sit outside? 7) Is the applicant proposing any outdoor speakers or music? 8) How will the outdoor area be managed to minimize disturbance to nearby residents?

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

Per Section 78-247, the submission shall show specific site information. A site layout, including the building to the north, is provided on Sheet ST1.1. We have the following comments:

- 1) The building to the north is not on the subject site, but on an independent lot. The site plan should show the property line that divides the subject site from the lot to the north.
- 2) The aerial photograph of the existing building (captured in 2023) shows the edge of the building about 5-feet from the edge of the public sidewalk along N. Main St. The site plan locates the edge



of the building approximately 26-feet from the edge of the public sidewalk along N. Main St. Another inconsistency is that the aerial photo doesn't show a sidewalk on the east side of the building (while the site plan shows this walk). Is the applicant proposing to add a sidewalk here, and extend this walk south to connect to the public walk along Main St.? The southern-most driveway into the parking lot along Starkweather is located approximately 105 feet from N. Main St.; the site plan shows the driveway approximately 130 feet from N. Main St. The site plan must be drawn on an accurate survey of the property. The submission needs to be corrected and resubmitted.

**Items to be Addressed:** 1) *Site Plan should be drawn on an accurate survey of the property; the plan should be corrected and resubmitted.* 2) *Is the applicant proposing to locate a new sidewalk on the east side of the building, and extend this walk to the public walk on N. Main St.?*

## PARKING

Parking in the B-3 zoning district requires one space per 75 square feet of usable floor area, or one space for each three persons allowed within the maximum occupancy load.

The plans show 2,587 gross s.f. of floor area for the existing building, and 472.65 s.f. for the outdoor dining area. We have the following comments/questions:

- 1) No building floor plans are provided, so we are unable to confirm the floor area calculation. The plans calculate required parking using "gross floor area;" however, the ordinance requirements use "usable floor area," which is defined as follows:

*Floor area, usable, for the purposes of computing parking, means that area used for or intended to be used for the sale of merchandise or services, or for use to serve patrons, clients or customers. Such floor area which is used or intended to be used principally for the storage or processing of merchandise, hallways or for utilities or sanitary facilities, shall be excluded from the computation of usable floor area. Measurement of usable floor area shall be the sum of the horizontal areas of the several floors of the building, measured from the interior faces of the exterior walls.*

The applicant should confirm that they used the "usable floor area" definition to calculate parking.

- 2) Does the "maximum occupancy" figure include the roofed/enclosed dining area that was added to the west side of the building? If not, it should be added.
- 3) The number of spaces shown on the site plan are inconsistent with the aerial photograph (captured in 2023), as follows:
  - a. Parking spaces adjacent to the east side of the restaurant building: aerial shows 6 spaces; site plan shows 5 spaces.
  - b. Parking spaces adjacent to the north side of the restaurant building: aerial shows 7 spaces (of which 2 are being occupied by the proposed outdoor dining area), but the location of these spaces is not consistent with the aerial.
  - c. Parking spaces in the middle of the lot: aerial shows 11 spaces in the same location as the site plan shows 10 spaces (although the arrow indicating the 10 spaces should extend all the way to the Starkweather public sidewalk to count 10 spaces).

- d. Parking spaces on the east side of the neighboring building to the north: aerial shows 3 spaces with a shed occupying the most northerly spaces; site plan shows 5 spaces and doesn't show the shed.

The plans should be corrected to accurately reflect the existing conditions on site.

Based on these comments, it is unclear if the number of parking spaces meets ordinance requirements. The plans should be corrected, and information provided so that the figures on the plans can be confirmed. Also, we defer whether parking for outdoor uses on private property is typically required to the Community Development Director.

The Site Plan states that this property owner has a parking agreement with the adjacent property owner. This agreement should be submitted as part of this Special Land Use request.

**Items to be Addressed:** 1) Correct plans to reflect the existing number of parking spaces, and accurately located on the site. 2) Provide floor plans of the existing building so that the floor area figures and maximum occupancy on the plans can be confirmed. 3) Defer determination if parking is required for outdoor dining to Community Development Director. 4) Applicant to provide shared parking agreement with northern property owner to the City as part of the Special Land Use request.

## RECOMMENDATIONS

In our opinion, the outdoor seating area use meets the vision in the Master Plan for this street, but the layout is not consistent with the Master Plan. We recommend the Planning Commission discuss the plans with the applicant, and give the applicant more time to update the plans and resubmit. A summary of the comments in the review follows:

### Special Land Use


- 1) Planning Commission to consider Director of Public Safety report.
- 2) Correct plans to accurately locate building on site.
- 3) Planning Commission to discuss the addition of landscape planters along the west side of the dining enclosure fence.
- 4) Will the same fence/umbrellas/chairs shown in the photographs be used if the outdoor dining is approved?
- 5) Will the current hours of operation apply to the outdoor dining area?
- 6) Will the outdoor area be used only for patrons eating a meal, or will patrons only using the bar also be able to sit outside?
- 7) Is the applicant proposing any outdoor speakers or music?
- 8) How will the outdoor area be managed to minimize disturbance to nearby residents?

### Site Plan Requirements

- 1) Site Plan should be drawn on an accurate survey of the property; the plan should be corrected and resubmitted.
- 2) Is the applicant proposing to locate a new sidewalk on the east side of the building, and extend this walk to the public walk on N. Main St.?

**Parking**

- 1) Correct plans to reflect the existing number of parking spaces, and accurately located on the site.
  - 2) Provide floor plans of the existing building so that the floor area figures and maximum occupancy on the plans can be confirmed.
  - 3) Defer determination if parking is required for outdoor dining to Community Development Director.
  - 4) Applicant to provide shared parking agreement with northern property owner to the City as part of the Special Land Use request.
- 

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

cc: Greta Bolhuis  
Marleta Barr

RECEIVED

JAN 21 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](http://www.plymouthmi.gov)

CITY OF PLYMOUTH  
COMMUNITY DEVELOPMENT

**I. Site/Project Information**

|   |   |  |
|---|---|--|
| Site Address<br><b>980 W Ann Arbor Rd</b> | Current Zoning Classification<br><b>ARC</b> | Date of Application<br><b>02/20/2024</b> |
|---|---|--|

|  |   |                          |
|--|---|--------------------------|
| Name of Property Owner<br><b>KC &amp; AC Investments LLC</b> | Phone Number<br><b>810-523-1614</b>                     |                          |
| Mailing Address<br><b>50255 Boardwalk Ave</b>                | Email Address (Required)<br><b>kacinvests@gmail.com</b> |                          |
| City<br><b>Northville</b>                                    | State<br><b>MI</b>                                      | Zip Code<br><b>48167</b> |

**II. Applicant and Contact Information**

|  |                                     |                    |                          |  |
|--|-------------------------------------|--------------------|--------------------------|--|
| Indicate Who the Applicant Is. If Property Owner, Skip to Section III. | Architect                           | Developer          | Engineer                 | <input checked="" type="checkbox"/> Lessee |
| Applicant/Company Name<br><b>Soothing Dental PLLC Alejandra Cutter</b> | Phone Number<br><b>248-892-7651</b> |                    |                          |  |
| Applicant/Company Address<br><b>496 W Ann Arbor trl Suite 201</b>      | City<br><b>Plymouth</b>             | State<br><b>MI</b> | Zip Code<br><b>48170</b> |  |
| Email Address (Required)<br><b>dds@soothingdental.com</b>              |                                     |                    |                          |  |

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

|   |                                      |   |                          |
|---|--------------------------------------|---|--------------------------|
| Site Plan Designer Company Name<br><b>Vital Signs Livonia -Michael Nagy</b> | Phone Number<br><b>734-542-4800</b>  |   |                          |
| Company Address<br><b>37037 Schoolcraft Road</b>                            | City<br><b>Livonia</b>               | State<br><b>MI</b>                                  | Zip Code<br><b>48150</b> |
| Registration Number<br><b>5306242</b>                                       | Expiration Date<br><b>12/31/2024</b> | Email Address (Required)<br><b>mcnvital@aol.com</b> |                          |

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

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

**V. Historic District**


|   |
|---|
| Is this project located in the Historic District?                   |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

**VI. Description of Work**

|  |
|--|
| Please See attached letter. Our West side sign permit was denied because there is no egress or ingress on West side of building. |
|  |
|  |



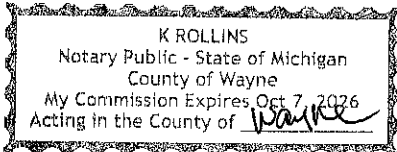
**VII. Applicant Signature**

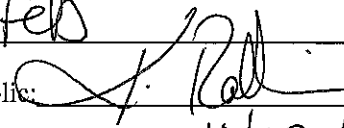
|   |                   |
|---|-------------------|
| Signature of Applicant<br> | Date<br>2/21/2024 |
|---|-------------------|

**VIII. Property Owner Signature**

|  |                   |
|--|-------------------|
| Signature of Property Owner<br> | Date<br>2/21/2024 |
|--|-------------------|

Subscribed and sworn before me this 21<sup>st</sup> day of Feb, 2024.



Notary Public: 

My Commission expires: 10/07/2026

**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                  |          |    |     |

## IX. Site Plan Review Checklist

| Please include the following applicable information on the site plan. |   | YES                      | NO                       | N/A                      |
|---|---|--------------------------|--------------------------|--------------------------|
| 1.  | Correct scale   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2.  | Name of person preparing plan*  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.  | Date, north point   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.  | Property line dimension   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5.  | Street right-of-way widths  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6.  | Existing utilities (sewer, water, gas, etc.) and easements  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7.  | Show adjacent property and buildings, including zoning  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8.  | Existing topography, trees and other features   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9.  | Off-site ground, parking lot, roadway, driveway and/or structure elevations for minimum distance of 50 feet                         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10.   | On-site grid of maximum 100 feet intervals each way (closer where rolling terrain warrants) and minimum 2.0 feet contours           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11.   | Location of new structures including side and front yard setbacks and building length and width (show a general floor plan)         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 12.   | Number of dwelling units per building   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 13.   | Height of structure   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14.   | Percent one room apartments (efficiencies)  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 15.   | Total number of rooms if multiple-family  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 16.   | Parking requirements met (See Section 78-270)   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 17.   | Number of units and bedrooms each building  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 18.   | Parking lot layout (showing paved area) including ingress and egress and service area   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 19.   | Parking lot space dimensions  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 20.   | Loading and unloading space   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 21.   | Site grading and drainage plan (on-site elevations for pavements, drives, parking lots, curbs, sidewalks and finish grade at bldg.) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 22.   | Utility connections (sanitary sewer, water, storm sewers)   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 23.   | On-site storm water retention   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 24.   | Fire hydrants within 300 feet (on- and off-site)  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 25.   | Sidewalks and elevations  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 26.   | Sedimentation and erosion control plan  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 27.   | Landscape plan showing plant materials to be used   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 28.   | Sign requirements met   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 29.   | Require walls and fences or greenbelts  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 30.   | Corner clearance  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 31.   | Service drive needed  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 32.   | Acceleration lanes and traffic pattern  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 33.   | Trash receptacle locations including screening type and height  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 34.   | Mail box locations  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| Please include the following applicable information on the site plan. |   | YES                      | NO                       | N/A                      |
|---|---|--------------------------|--------------------------|--------------------------|
| 35.   | Air conditioner unit locations                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 36.   | Special site features (play areas, pools, etc.) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 37.   | Handicapped facilities                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 38.   | Building elevation drawings                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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



February 20, 2024

Dear City of Plymouth Planning Commission,

This letter is written with the purpose of appealing to the Planning Commission to grant Soothing Dental PLLC the permission to place a sign in both sides of the brick tower that exists in the building located at 980 W. Ann Arbor Rd. This will be consistent with the pre-existing sign that Chase bank had at said location. In addition to these 2 signs, Chase Bank also had a ground level sign facing Ann Arbor Rd. Placing a sign facing the West side of the tower and the East side will allow for visibility from the traffic flowing in both directions.

The main entrance of the building does not run parallel the road, in which case one sign would have made sense. Because the main entrance faces east this building needs two signs in order to have the proper visibility for patients to find it. Lack of proper visibility will result on ineffective marketing, and frustration from patients driving from the west side. It will decrease community engagement and it will pose safety concerns. Patients coming from the west side could impede traffic and increase the potential for accidents since they are not being directed properly. Most importantly, if emergency services are needed it will delay the response if coming from the west.

Esthetically, having mirror image signs facing west and east will create consistency and balance.

Lack of signage on the west side of the building will completely conceal the type of business located in this building making it unidentifiable posing safety, economical and community engagement concerns.

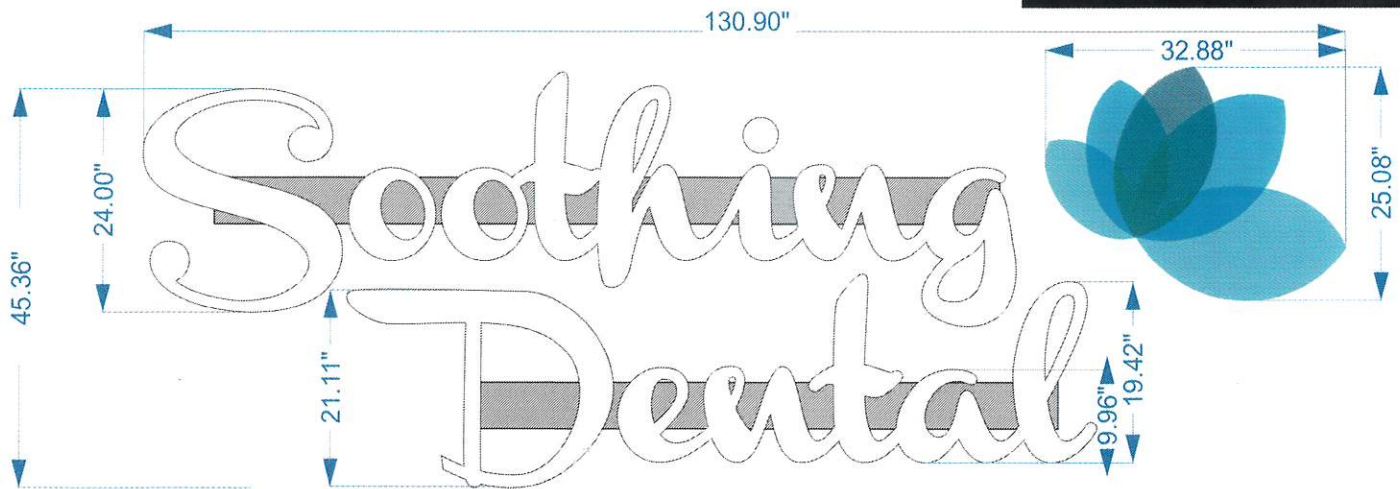
I hope this letter explains the importance of having signage facing east and west.

Sincerely,

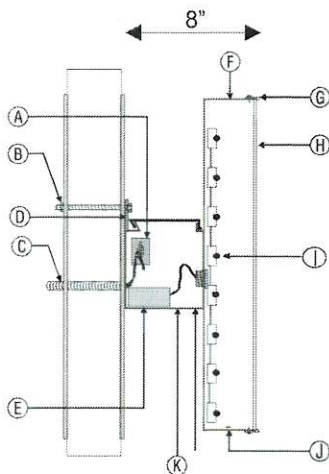
Dr. Alejandra Cutter DDS







Letter Cross Section Detail



- A - listed disconnect switch
- B - thru bolt
- C - primary electrical source
- D - mounting tab
- E - power supply
- F - 3" (.040) aluminum return
- G - 1" trim cap
- H - 1/8" thick acrylic face
- I - white LED
- J - weep holes
- K - 5" deep aluminum raceway

LED ILLUMINATED CHANNEL LETTERS ON RACEWAYS WITH LOGO. WHITE ALUMINUM RETURNS, WHITE PLASTIC FACES, WHITE LED, BLACK TRIMCAP. DIGITALLY PRINTED VINYL OVERLAY ON LOGO FACE. ALUMINUM RACEWAY PAINTED PER CLIENT DIRECTION.

*All electrical to be UL Listed and Labeled*

CUSTOMER APPROVAL

DATE

SQUARE FOOTAGE:

41.2

ADDRESS:

980 W. Ann Arbor Road  
Plymouth, MI 48170

CLIENT:

Soothing Dental

DATE:

1/23/24

**VITAL SIGNS**

SIGN MANUFACTURER

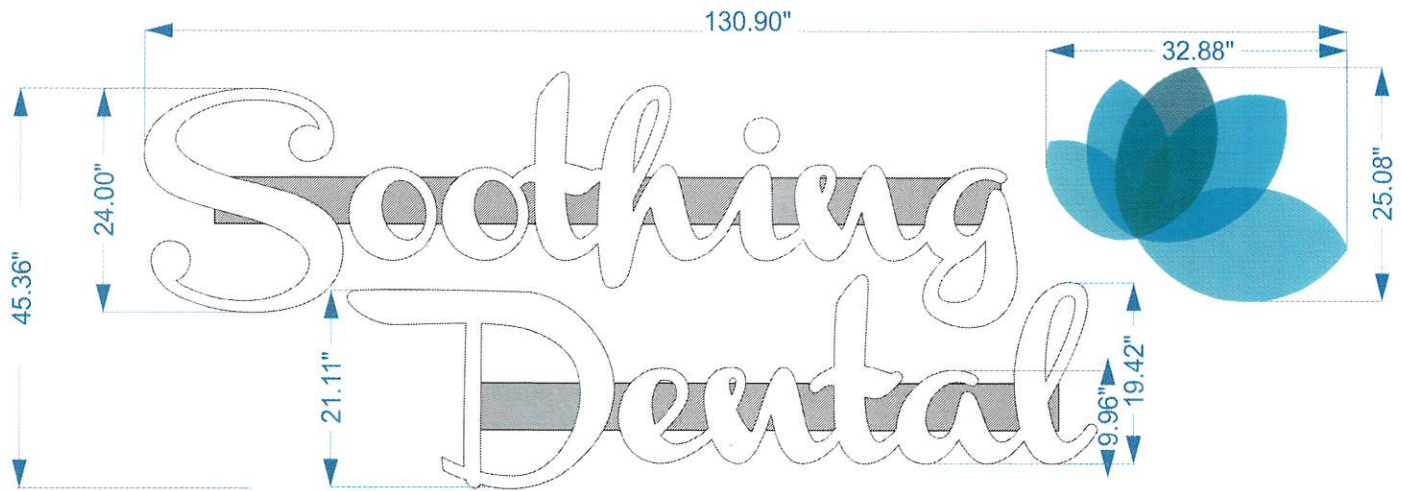
37037 Schoolcraft, Livonia, MI 48150

734-542-4800 (o) 734-542-4070 (f)

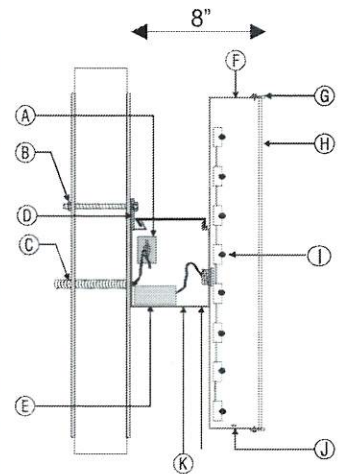
mcnvital@aol.com







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**VITAL SIGNS**

SIGN MANUFACTURER

37037 Schoolcraft, Livonia, MI 48150

734-542-4800 (o) 734-542-4070 (f)

mcnvital@aol.com

