



City of Plymouth
Planning Commission Meeting Minutes
Wednesday, May 8, 2019 - 7:00 P.M.
City Hall Commission Chambers

City of Plymouth
201 S. Main
Plymouth, Michigan 48170

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1. ROLL CALL

Chair Sisolak called the meeting to order at 7:01 P.M.
The Board said the Pledge of Allegiance.

PRESENT: Joseph Hawthorne, Tim Joy, Jennifer Kehoe, Chuck Myslinski, Adam Offerman, Hollie Saraswat (arrived @ 7:23 pm), Scott Silvers (arrived at 7:06 pm), and Karen Sisolak.

ABSENT: Shannon Adams

Also present was John Buzuvis, Community Development Director, Sally Elmiger, Planning Consultant, and Nick Moroz, City Commission Liaison.

2. CITIZEN COMMENTS

No comments from the audience.

3. APPROVAL OF MINUTES

a) Comm. Joy, supported by Comm. Myslinski, made a motion to approve the regular meeting minutes from April 10, 2019.

MOTION CARRIED UNANIMOUSLY

4. APPROVAL OF AGENDA

Comm. Kehoe, supported by Comm. Offerman, made a motion to approve the agenda, as presented.

MOTION CARRIED UNANIMOUSLY

5. COMMISSIONER COMMENTS

Chair Sisolak stated she along with Comm. Silvers and Community Development Office Manager, Marleta Barr attended the Redevelopment Ready Communities Best Practices 4, 5 & 6 training, completing the training course.

6. OLD BUSINESS

a) **SP18-03:** 471 W. Ann Arbor Trail, Zoned B-1, Local Business (Revised Site Plan Review)

Larry Gadd, attorney representing the applicants, requested this review be tabled to the next scheduled meeting, to allow time to address the Planner's comments.

b) **SP19-01**- 305 Fleet Street (306 S. Main), Zoned B-2, Special Land Use & Site Plan Review

Jamie Claypool, architect, explained they need to provide more statistical information that would provide a business plan along with the underlap usage of parking. She felt they would have a minimal impact and the lower amount of assessment would be appropriate.

Ms. Elmiger, Planning Consultant, presented her review. She explained the applicant has provided information on how the other uses within the building are used during the hours when the new “speak easy” would be open. Ms. Elmiger explained the required number of parking spaces, taking into consideration the existing parking credits and the hours and operations and other uses in the building she agreed that 3.5 parking spaces was a reasonable number of additional parking spaces to provide.

There were no public comments from the audience

Board Discussion

Comm. Myslinski asked Ms. Elmiger to clarify the payment of the three spaces and Ms. Elmiger responded that the applicant is offering to contribute to the parking-in-lieu of fund to pay for the three spaces.

Chair Sisolak asked if there were any parking credits paid for prior to Greek Islands opening and Mr. Buzuvis responded that there were 13.5 parking credits previously paid for that go with the building.

Comm. Kehoe asked what happens if the hours intensify and Ms. Elmiger responded that if it changes that would be an intensification of use and they would need to come back to the Planning Commission for review.

Mr. Buzuvis explained, per the local liquor license ordinance requirements, any change in hours, or change in operation, requires an update of your plan of operation.

Chair Sisolak spoke about the expected clientele of the proposed speak easy and the data presented.

A motion was made by Comm. Myslinski, supported by Comm. Kehoe, to approve SP19-01, 305 Fleet, Special Land Use and Site Plan Review, conditioned upon the owner obtaining approval from the Historic District, and the applicant utilizing the payment-in-lieu-of-parking allowance in the ordinance, as approved by the City Commission, for an additional 3.5 parking spaces and any increase in the intensity of any of the operations in the building will require an amended site plan approval from the Planning Commission.

YES HAWTHORNE, JOY, KEHOE, MYSLINSKI, OFFERMAN, AND SILVERS

NO SISOLAK

MOTION PASSES WITH ABSTENTION BY COMM. SARASWAT.

Downtown Parking Discussion

There was discussion on the downtown lack of parking and the question where does the parking credit/payment-in-lieu-of money go to, was asked?

John Buzuvis answered it goes into a “parking-fund” to be utilized for strictly parking related matters such as parking expansion, changes to the parking system and/or the purchase of property to increase parking supply. Mr. Buzuvis further explained that DDA operating revenues go towards operations including the upkeep of the parking areas and the parking deck. The only development to take advantage of the payment-in-lieu-of parking allowances was the Keller Williams building located at 789 W. Ann Arbor Trail, in the amount of \$160,000.00. Those funds being used for a portion of the purchase of the Saxton property currently being used for surface parking.

c) Adoption of 2019 Planning Commission Goals

The board decided at last month's meeting to return and complete the revision of goal number two.

The Board completed the draft goals for 2019, changing number 2 to the following:

1. Develop a Master Plan Overview Presentation and present to all City Boards and Commissions to gain alignment and commitment towards utilization during and prior to their respective decision making. This goal will be led by Comm. Saraswat and assisted by Comm. Hawthorne, Comm. Kehoe, and Chair Sisolak.
2. ***To create the new zoning districts that are necessary in order to bring the zoning map in -line with the Master Plan and to update the permitted uses matrix. This goal will be led by Comm. Kehoe and assisted by Comm. Joy and Comm. Offerman.***
3. Collaborate with the City Commission and other City boards to create a comprehensive non-motorized plan and implement tactical steps as opportunities are identified. This goal will be led by Comm. Myslinski.
4. Research the use of form-based codes and overlay districts in the appropriate areas identifying appropriate incremental changes for a pilot implementation of form-based coding principles. This goal will be led by Comm. Silvers along with Comm. Adams and Chair Sisolak.

Comm. Kehoe spoke about the new seven zoning districts that will be created. The language has been created by Community Development Asst. Director, Greta Bolhuis and will be available at an upcoming meeting, beginning with open spaces. Comm. Kehoe listed the potential new districts: Parks & Open spaces, Mixed-Use 1 & 2, and Low, and Medium density Single-family it will also be proposed to amend the zoning map to remove Heavy Industrial (I-2) and Office 2 (O-2) zoning

A motion was made by Comm. Silvers, supported by Comm. Myslinski, to approve the goals for 2019, with the amendments stated by Comm. Kehoe on item number 2.

d) Sign Ordinance Review: Sec. 78-220-226 and 78-21 Signs and Sign Definitions

Ms. Elmiger explained she has made the revisions as requested at the April meeting. The Permanent Signs section was reviewed and revised as presented. This draft includes awning signs, changeable copy signs, channel letter signs, directional signs, freestanding signs, and hanging signs. Ms. Elmiger clarified where these signs are allowed what is allowed in that type of district.

Board Discussion

The Board discussed festoon signage. Ms. Elmiger explained Time Auto's festoon signage is "grandfathered" and has been for decades now. Festoon signage is allowed within the Ann Arbor Corridor. The Ann Arbor Corridor sign Ordinance will not be modified as it was jointly adopted along with Plymouth Township.

Comm. Silvers requested incandescent light bulbs be removed from this section and reword: Signs not permitted, (f) to read: *String Lighting used to attract attention to a commercial building other than temporary holiday decorations.*

Comm. Silvers requested adding the following words to the definition section, pg.2, under Sign, Neon: adding *faux or simulated neon.*

The board discussed freestanding signage.

Citizen Comments

Joe Elliott, 404 Irvin, asked about Pg. 12, free standing signs permitted and Ms. Elmiger responded for dwellings and home occupations you cannot have a freestanding sign, but for subdivisions, site condos, etc. you can have a freestanding sign and that is what the sizes apply to. The language in the first table will be revised to make it clearer with a visual reference.

The June meeting signage portion will consist of: Section 78-226. Permanent Signs. (Continued)

h. Marquee Sign. i. Menu Board or Order Board Sign. j. Portable A-Frame Sign. k. Projecting Sign. l. Wall Sign. m. Window Sign, Interior.

- ~~1. Section 78-220. Intent.~~ *PC Meeting #1*
- ~~2. Section 78-221. Reserved.~~
- ~~3. Section 78-222. Signs Permitted.~~ *PC Meeting #2*
- ~~4. Section 78-223. Signs Not Permitted.~~
- ~~5. Section 78-224. Reserved.~~ *PC Meeting #3*
- ~~6. Section 78-225. General Conditions:~~
 - ~~a. Location.~~
 - ~~b. Illumination.~~
 - ~~c. Measurement. i. Sign Area. ii. Sign Height. iii. Sign Setback.~~
 - ~~d. Addresses.~~
- ~~7. Section 78-226. Permanent Signs.~~ *PC Meeting #4, May 8th*
 - ~~a. Construction Standards.~~
 - ~~b. Awning Sign.~~
 - ~~c. Changeable Copy Sign.~~
 - ~~d. Channel Letter Sign.~~
 - ~~e. Directional Sign.~~
 - ~~f. Freestanding Sign.~~
 - ~~g. Hanging Sign.~~
7. Section 78-226. Permanent Signs. (Continued) *PC Meeting #5, June 12th*
 - h. Marquee Sign.
 - i. Menu Board or Order Board Sign.
 - j. Portable A-Frame Sign.
 - k. Projecting Sign.
 - l. Wall Sign.
 - m. Window Sign, Interior.
8. Section 78-227. Temporary Signs. *PC Meeting #6, July 10th*
9. Section 78-228. Sign Permits. *PC Meeting #7*
10. Section 78-229. Removal of Signs.
11. Section 78-230. Non-Conforming Existing Signs.
12. Section 78-231. Variances.
13. Section 78-232 – 78-239. Reserved.

7. NEW BUSINESS

None.

8. REPORTS AND CORRESPONDENCE

Chair Sisolak explained Comm. Saraswat has completed the first draft of the Master Plan Implementation presentation to be presented to the City Commission.

Comm. Silvers along with Comm. Shannon & Chair Sisolak will be working on a plan for the potential implementation of Form Based Codes.

9. ADJOURNMENT

Hearing no further business, a motion was made by Comm. Myslinski, supported by Comm. Joy to adjourn the meeting at 8:09 PM.

MOTION APPROVED UNANIMOUSLY