

CITY OF PLYMOUTH
PLANNING COMMISSION – REGULAR MEETING
WEDNESDAY, JULY 13, 2016
7:00 P.M.

Mission: The Planning Commission considers the development and current and future land use within the City of Plymouth so as to preserve the health, safety and welfare of our residents and business owners. We are an unpaid volunteer body of City residents appointed by the City Commission. We act as an advisory body considering land use, zoning and planned developments making recommendations for the City Commission to vote upon to become policy.

Meeting called to order at _____ P.M.

1. PLEDGE OF ALLEGIANCE

ROLL CALL

Jennifer Frey	Jim Frisbie	Jennifer Kehoe
Charles Myslinski	Joseph Philips	Conrad Schewe
Scott Silvers	Karen Sisolak	Jim Mulhern

2. CITIZEN COMMENTS

3. APPROVAL OF MINUTES
Regular Meeting – June 8, 2016

4. APPROVAL OF AGENDA

5. PUBLIC HEARINGS

6. NEW BUSINESS:
1. Fuyao Acknowledgment of Proposed Use Consistency

7. OLD BUSINESS:
1. Fence Ordinance Amendment
2. Accessory Structure Amendment
3. Grading/Drainage Ordinance Amendment
4. Roof pitch review & Discussion
5. Residential Design Guide lines Discussion
6. Percentage of Lot Coverage Discussion
7. Street Trees Discussion
8. Overall Height Discussion

8. COMMISSIONER COMMENTS:

9. REPORTS AND CORRESPONDENCE:

Master Plan Review Update

Motion Template(s)

Planning Commission By-Laws (Adopted December 2011)

Notice of Intent to Plan

10. MOTION TO ADJOURN

2016 Planning Commission Goals

1. Deliver to the City Commission a revised & modernized Master Plan and collaborate with City Commission on the Capital Improvement plan process.
2. Recommend a sustainable reforestation plan.
3. Review Residential, Single Family Ordinances.
4. Review Lighting Ordinances for required updating.
5. Develop and participate in new and ongoing Planning Commissioner training.

City of Plymouth 2016 Goals

The City Commission met on January 4th to conduct a formal goal setting session for 2016. These goals were formally adopted on January 18th. Below are the goals adopted by the City Commission for all City Boards, Commissions, and Administration members.

* Resolve last issues regarding dissolution of Plymouth Community Fire Department Agreement (primarily pension issues)

* Work collaboratively with Plymouth Arts & Recreation Complex (PARC) organization, the Plymouth Canton School Board, and the greater Plymouth Community to continue the repurposing of Central Middle School into a high quality arts & recreation complex.

* Develop a succession plan for the city's key employees, especially considering the long tenures of many of our senior staff.

* Develop funding plan for future capital improvements.

* Work collaboratively with the DDA, community leaders and other organizations to plan for Plymouth's 150th Birthday in 2017. This includes obtaining funding for new Kellogg Park Fountain and Kellogg Park upgrades.



CITY OF PLYMOUTH
201 S. Main
Plymouth, MI 48170
www.ci.plymouth.mi.us
PLANNING COMMISSION - REGULAR MEETING MINUTES
Wednesday, June 8, 2016

The regular meeting was called to order at 7:10 P.M. by Chairperson Mulhern.

1. ROLL CALL

MEMBERS PRESENT: Jennifer Kehoe, Charles Myslinski, Joseph Philips, Scott Silvers, Karen Sisolak and Jim Mulhern

MEMBERS ABSENT: Jennifer Frey, Jim Frisbie & Conrad Schewe

OTHERS PRESENT: John Buzuvis, Community Development Director
Sally Elmiger, City of Plymouth Planner

2. CITIZEN COMMENTS:

Ed Krol, 1108 Beech, spoke about the height of building calculations; he would like the calculations of height to be made simpler so that the citizens are able to calculate them, themselves. Mr. Krol felt that three story residential homes were not allowed, yet some new homes lately seem to be taller than three stories.

3. APPROVAL OF MINUTES

A motion was made by Comm. Silvers supported by Comm. Myslinski, to approve the meeting minutes from the May 11, 2016, as presented.

MOTION CARRIED UNANIMOUSLY.

4. APPROVAL OF AGENDA:

A motion was made by Comm. Silvers supported by Comm. Myslinski, to amend the agenda adding Building Height & Height Calculations onto Number 7, Old Business.

MOTION CARRIED UNANIMOUSLY.

5. PUBLIC HEARINGS:

None.

6. NEW BUSINESS:

None.

7. OLD BUSINESS:

1. Fence Ordinance Amendment / Fencing Diagrams
2. Potential Ordinance Amendment - Finished grade must match the original grade
3. Schedule forthcoming meeting for required review of lighting.
4. Roof pitch review & discussion
5. Lot Coverage discussion
6. Building Height & Calculations

1. Fence Ordinance Amendment / Fencing Diagrams

Sally Elmiger, Planner, explained the changes made to the Fence Ordinance Language and graphics portion of the ordinance, per her Memo dated, June 1st. A definition of "double" fence was added, along with language that requires new and replacement fences to be located on the property line, along with the adjoining Owner's consent.

The Planning Commissioners had discussion regarding the following subjects:

Comm. Kehoe asked about the new definition of double fences. Ms. Elmiger explained that double fencing was not decided upon, therefore does not have a broader definition.

The following revisions to be made:

1. The fence definition, adding the language: " along a common property line".
2. Number 1: revised to: "on a side or rear property line", removing "required & setback".
3. Moving Number 2 to the Number 1 spot.
4. Adding "Existing" fences to Number 2.
5. Number 4, referencing and adding language on the allowed fence location, such as: "On the property or required setback".
6. Adding to the Graphics- the one foot in from the sidewalk (to show where the property lines start). It was decided not to show the graphic as it seemed to be too confusing.
7. There was discussion on not allowing solid fences. Ms. Elmiger read the definition of Fence (Solid) - meaning any fence that presents a solid surface without any gaps of materials to allow the flow of air and light, such as a stockade fence. Solid fencing that allows air flow and light was decided upon.

2. Potential Ordinance Amendment - Finished grade must match the original grade

Sally Elmiger, Planner, explained the language of the Example Grading/Drainage Ordinance, per her Memo dated, May 5th.

The new language:

1. Grades around new structures must meet existing grades in the shortest distance possible as determined by the Building Official, but cannot create slopes greater than 25 %. (This change encourages new homes to be set closer to existing grades instead of building them up out of the ground).
2. First floor elevations of new structures shall be consistent with the first floor elevation height of contiguous residences, and that fill above the height of existing grades will need to be approved by the Building Official. (This also encourages more consistency in the height of first floors, and requires less change(s) to existing grades).

3. Grade Certificates will be required of the grading plan submitted by a civil engineer or land surveyor. (This helps to minimize mistakes in the field).
4. Adding the definition of existing and finished grades, to the definitions section.
5. Changing the grade plane definition to clearly use existing grades rather than finished grades. (This helps to minimize required grading as well as building height).

There were no changes requested by the commissioners for this new language.

Accessory Buildings & Structure Revisions:

Sally Elmiger, Planner, explained the only changes made were to the setbacks and graphics portions of this Ordinance. (All the houses and garages were at the exact same location as the fence illustrations with curbs and sidewalks added).

The Planning Commissioners had discussion regarding the following subjects:

Comm. Myslinski spoke about a recently built tall shed building that was built most of the length of the rear yard and asked what could possibly be done to prevent this in the future.

Comm. Myslinski suggested possibly revising the Ordinance for a corner lot that is abutting a side yard, restricting the buildable area of the adjoining neighbors rear yard area, and suggested possibly that greater than 40% of the rear lot line length area may not be occupied.

Comm. Silvers suggested that the accessory structure Ordinance language be changed to read: the accessory buildings wall that parallels a rear property line (abutting a side yard) can be no greater than 30% of the length of the rear property line

Comm. Kehoe felt that the percentage suggested would be too great and the property owner may not possible be allowed a 2-1/2 car garage in their rear yard.

Comm. Philips felt everyone should be allowed a 2 1/2 car garage and instead put limits on them for certain sized lots.

There was discussion on possible Ordinance changes that would minimize the length of a garage/accessory structure but still be considerate of a standard garage, on a corner lots that abut a side yard. There was further discussion to reduce the occupiable area of the required rear yard to lower the percentage or also possibly restricting the "length" of the rear lot line occupiable area by a percentage.

There was also discussion on masonry fences and Ms. Elmiger quoted the Ordinance under fence locations as stating: *Walls constructed of masonry, stone or pre-cast materials and constructed within a side or rear yard shall have a maximum height of 30 inches.*

Ms. Elmiger suggested revising the depth of the garage, not the width.

It was decided to change the accessory structure Ordinance to allow up to a maximum depth of 30 feet for a garage, on a corner lot that abuts a side yard.

3. Schedule forthcoming meeting for required review of lighting.

There was discussion on the contradictory language located within the Ordinance. Ms. Elmiger to review these sections of the Ordinance and bring back to discuss which language will be removed.

There was discussion on the type of lighting located within Old Village and it was suggested using shields over the lighting & LED lighting. Comm. Philips would like to include the type of light source within the Ordinance. Chair Mulhern suggested possibly contacting and using Tara Parks, former Planning Commissioner and lighting Design professional, to review and give feedback.

4. Roof pitch review & discussion
5. Lot Coverage discussion
6. Building Height & Calculations

The Planning Commissioners had review and discussion on the above three topics:

Comm. Myslinski, explained that he felt the extreme perception of height seems to come from the new colonial homes unlike the older traditional colonial homes of the past. The new colonials have windows on taller gable ends making the perception of height greater for what appears to be a third floor, (which in reality is really not occupiable), along with the construction of higher basements than the adjacent homes, that cause the taller first and second floor ceilings, and all of these items are creating the big box home effect.

Sally Elmiger explained an easy way to remedy this would be to average the side yard setbacks.

Comm. Philips spoke about working on a 3-D typical City neighborhood with various roof designs and felt the building height may need to come down, due to builders maximizing everything they can. Comm. Philips suggested changing the maximum roof height down to 23 feet, instead of 25 feet.

Ms. Elmiger suggested basing the height of the home on the lot size or lot width.

Comm. Myslinski felt the larger height perception comes from the large gable ends facing the street that is built next to a single story home and suggested facing the gables ends on the side ends with the ridge parallel to the sidewalk.

Comm. Sisolak felt, to her eye, the new homes are being built taller than what is allowed.

Comm. Silvers spoke about the gabled home and tying the main roof eave to the main sidewalk height, to obtain the overall height of the home, thus relating the pedestrian view to the height of the new home. The home would then be measured by stories, being no greater than 14 feet tall each.

Comm. Myslinski suggested using the ridge elevation that cannot exceed a certain measurement.

Ms. Elmiger explained if using the ridge equation suggested the outcome would be a very boxy shallow roof design.

There was various discussion on what formula to use to reduce the overall roof height.

Public Comments

Ed Krol, 1108 Beech, stated the issue is perspective and calculation which should be cut and dry. Mr. Krol asked what keeps builder's from cheating on roof heights and Mr. Buzuvis, CDD, responded through field inspections conducted by the building inspector. Mr. Krol felt the newly built homes have become too large

Linda Flipczak, 1165 Carol, explained on her street (Carol) between McKinley and Harvey Streets, six homes have come down out of a total of roughly twenty, with two more proposed to come down within the next 2 weeks. Ms. Flipczak was concerned on flooding occurring in her home due to all the new homes coming down around her. Ms. Flipczak spoke about losing that quaint homey family feel within the Community due to all the big foot homes coming in.

Paulette Longe, 690 Forest, appreciated all the dialog of long homes, from Comm. Myslinski, to possibly prevent them from moving next door to Ms. Longe in the future.

8. Reports and Correspondence:

Master Plan Review Update

Comm. Kehoe spoke about waiting for the survey results to be received from Sally Elmiger and John Buzuvis and then the meeting date can be set.

John Buzuvis explained they are in the process of drafting the survey results and should be finished within a few days.

John Buzuvis, CDD, spoke about the many complaints on stopped trains blocking main roads for longer periods of time than normal. Mr. Buzuvis explained due to the amount of complaints the public has been urged to contact our local Federal Senator and representatives. There is a meeting scheduled for tomorrow to discuss this issue with CSX regional representatives along with Michigan Congressman, Dave Trott, this meeting will include the Plymouth, Livonia and Wixom Communities. The City has been told by CSX that with the economy, they no longer have the extra help for shorter lengths of trains and with the longer lengths they are blocking roads much more frequently and for longer periods of time.

9. Commissioner Comments:

Thank you, Comm. Myslinski for the shout out regarding the meeting minutes, I sure do appreciate the kind words. Thank You! ☺ Marleta S. Barr

10. MOTION TO ADJOURN

A motion was made by Comm. Kehoe and supported by Comm. Silvers to adjourn.

Meeting adjourned at 9:26 PM.

Respectfully Submitted,
Marleta S. Barr,
Community Development Department,
Office Manager

ADMINISTRATIVE RECOMMENDATION

To: Planning Commission
From: John Buzuvis, Community Development Director
CC: S:\DDA\Shared Files\John\Community Development\Ordinances
Date: 7/8/2016
Re: Consistency of Proposed Use- 909 Sheldon Rd.

BACKGROUND:

Approximately three weeks ago the administration met with representatives from Fuyao Automotive North America (FANA) China's largest automobile glass supplier and the second largest automotive glass supplier in the world. The company's headquarters are in China but FANA has been operating facilities in the United States in Illinois, Ohio and Oakland County, MI since 2008.

The team we met with a few weeks ago indicated that FANA is looking for space that is company owned, to consolidate and relocate their Oakland County facility (ies) into. FANA has an executed purchase agreement for 909 Sheldon. The company feels that this facility meets their needs from an operational standpoint as well as from a land-use standpoint.

As you may be aware the facility located at 909 Sheldon Rd. is zoned I-1 (Light Industrial) and has been used as such, until it became vacant a few years ago. In the past the facility has been used as a Western Electric production/manufacturing facility, Fretter Appliance Warehouse, American Wallpaper and Blinds Showroom and Warehouse, and a satellite hub for FedEx.

Fuyao Automotive North America has submitted a letter outlining their proposed use of the facility including details related to noise, odors/smoke, and chemicals/hazardous materials used. After reviewing the letter (attached) and meeting with company representative Sally Elmiger, the City's Planner, and I feel that the use, as described and proposed, is consistent with uses allowed in the City's Light-Industrial Zoning District. Section 78-122 Principal Permitted Uses (PPUs) specifically item A, C & D allow:

- a. The manufacture, compounding, processing, packaging, or treatment of such products as, but not limited to: bakery goods, candy, cosmetics, pharmaceutical, toiletries, food products, hardware and cutlery, tool, die, wood, glass, metal, gauge and machine shops, breweries, wineries and distilleries.
- c. The manufacture, compounding, assembling, reassembly, packaging or treatment of articles or merchandise from previously prepared materials.
- d. The manufacture of textiles, ceramics, glass, clay or stone product.

In addition a review of the current City Master Plan (adopted in 2011) states:

“The light industrial district is designed to primarily accommodate wholesale activities, warehouses, and industrial operations whose external and physical effects are restricted to the immediate area having only minimal effect on surrounding districts.”

Consultation of the current Future Land Use map indicates that this particular parcel (909 Sheldon) was envisioned to remain zoned Light-Industrial into the future.

As part of their due-diligence phase, under the current purchase agreement, the company’s representatives, with the support of the administration, are requesting that the Planning Commission formally affirm that the use, as described and proposed, is indeed an allowed use on that parcel. This affirmation in no way will be construed as a site-plan approval. The administration anticipates that a site plan will be presented to the Planning Commission for review/approval in the very near future dealing with site specific items and requirements such as parking, landscaping, traffic, etc.

Over the past couple of weeks city administration, as well as members of the City Commission, Wayne County Economic Development/Executives Office, Michigan Economic Development Corporation, Detroit Regional Chamber of Commerce and DTE have met with FANA to discuss the project and begin work on all of the details that go along with a transition of this magnitude. FANA anticipates having approximately 340 people on-site over the course of three shifts per day. Approximately 100 of these employees will engage in administrative and technical quality assurance/engineering roles. The company has indicated that approximately 25-30 semi trucks per day will operate out of the facility with the majority of those during the daytime hours.

At this time the city administration is working with the City Engineer and Wayne County to coordinate and execute a formal traffic study of the traffic impact of the proposed use. Additionally the administration, in conjunction with members of the Wayne County project team are working with MDOT to secure funding for necessary traffic safety improvements that may be necessary (traffic signal etc.). Additionally, Michigan Economic Development Corporation is also working on several economic factors associated with the project as well.

RECOMMENDATION:

The administration recommends that the Planning Commission review the enclosed letter provided by FANA related to how they intend to use the property. Additionally the administration recommends that the Planning Commission affirm, via resolution, that the use as described and proposed is consistent with the permitted uses outlined in the Article XII Section 78-122 Principal Permitted Uses for I-1 Light Industrial Zoning Districts.

Attached please find a copy of the letter submitted by FANA, excerpt from Sec. 78-122 of the City’s Zoning Ordinance (Light Industrial), a copy of the Future Land Use Map and an excerpt from the City’s Master Plan. A sample resolution for the commission to consider has been included. Should you have any questions in advance of the meeting please feel free to contact me.



Fuyao Automotive North America, Inc.

Vincent Procaccini, President

315 W. Silverbell Road
Lake Orion, MI 48359
vprocaccini@fuyaousa.com

July 6, 2016

Plymouth, Michigan Planning Commission
James Mulhern, Chair
City of Plymouth, Michigan
201 S. Main
Plymouth, MI 48170

John Buzuvis
Community Development Director
City of Plymouth, Michigan
201 S. Main
Plymouth, MI 48170
e-mail: jbuzuvis@ci.plymouth.mi.us

VIA UNITED STATES MAIL AND E-MAIL

Dear Chairman Mulhern and Mr. Buzuvis:

My name is Vincent Procaccini. I serve as President of Fuyao Automotive North America, Inc. ("FANA"). I tender this letter in response to the Plymouth Planning Commission's inquiries about FANA's anticipated operations at the property located at 909 N. Sheldon Road, which FANA is considering for purchase by its wholly owned subsidiary, Fuyao Asset Management A, LLC, a Michigan limited liability company ("Fuyao LLC"). We request that the Plymouth Planning Commission adopt a resolution acknowledging that Fuyao LLC's ownership and FANA's activities, as set forth in the following letter, are consistent with the permitted uses in a Plymouth I-1 district.

BACKGROUND

FANA is a wholly owned subsidiary of Fuyao Glass Industry Group Co., Ltd. ("Fuyao Group"), China's largest automotive glass supplier and the second largest automotive glass supplier in the world. Fuyao LLC is a wholly owned subsidiary of FANA.

Through its various subsidiaries, including FANA, Fuyao Group supplies automotive glass products to virtually every automobile manufacturer in the world, including Ford, GM, and FCA.

To better service its OEM (Original Equipment Manufacturer) customers in North America, Fuyao Group established FANA in 2008 to provide Fuyao Group with a

footprint in the United States. A single site was selected in Oakland County, on Silverbell Road in Orion Charter Township.

Automotive glass production involves the production of the raw glass used in its production. This raw material is known as "float glass." The float glass is then shipped to a fabrication facility, where it is cut to size, washed, printed, bent and tempered in specialized furnaces, and, in the case of windshields and some premium side windows, laminated.

FANA is a "value add" and logistics facility. As discussed in more detail below, semi-finished automotive glass products are supplied to FANA from glass fabrication sites in Dayton, Ohio, Guangzhou, China, Shanghai, China, and Fujian, China. Then, at FANA, accessories, (e.g., mirror buttons, electronics, clips, and plastic trim) are installed using primers and adhesives. Some glass is put through a process called "encapsulation" where after the glass is primed, PVC (polyvinyl chloride) or TPE (thermoplastic-elastomer) materials are chemically bonded around the edges of semi-finished glass through encapsulation molding.

FANA then packages, warehouses, and ships finished products to OEM manufacturers.

Since 2008, FANA has rapidly grown. In fact, it has outgrown its current facility and is leasing storage space in Pontiac. Anticipating further growth, FANA recently began a search for a larger single site to consolidate its two Metro Detroit facilities. It is hoped that the site in Plymouth, at 909 N. Sheldon Road, will serve as FANA's consolidated Detroit facility.

APPLICABLE ZONING LAW

FANA's current facility is located in Orion Charter Township and entirely within a district zoned "Industrial Park." Under Section 18.01 on the Orion Charter Township zoning code, the principal permitted uses ("PPU") for an Industrial Park district include:

- (1) Warehousing and wholesale establishments, storage and transfer facilities, other than those accessory to an adjoining retail use and not including waste disposal transfer stations.

- (3) The manufacture, compounding, assembling or improvement of articles or merchandise using previously prepared materials such as, but not limited to, the following: canvas, cellophane, cloth, cork, feathers, felt, fiber, fur, glass, hair, leather, paper, plastics, precious or semi-precious metals or stones, shell, soil, textiles, millwork, tobacco, wax, wire, wood or yarns, and sheet metal, but not including large stamping plants and saw mills.

Orion Township's "Industrial Park" tracks the PPU's in the Plymouth "I-1" district in which the Sheldon Road facility is located. Sec. 78-122 of the Plymouth municipal code provides:

Any of the following uses shall be permitted when the manufacturing, compounding or processing is conducted wholly within a completely enclosed building. That portion of land used for open storage facilities for materials or equipment, shall be screened from view of public roadways and any adjoining residential uses.

- a. The manufacture, compounding, processing, packaging or treatment of such products as, but not limited to: bakery goods, candy, cosmetics, pharmaceutical, toiletries, food products, hardware and cutlery, tool, die, wood, glass, metal, gauge and machine shops, breweries, wineries and distilleries.
- b. Warehousing and wholesale establishments.
- c. The manufacture, compounding, assembling, reassembly, packaging or treatment of articles or merchandise from previously prepared materials.

As discussed below, FANA's processes and operations are consistent with the uses envisioned within the City of Plymouth's I-1 "light industrial" district.

The uses discussed above will be conducted entirely within the enclosed building at 909 N. Sheldon Road. The operations include manufacturing, processing, packaging, warehousing, and treating glass products, all of which are permitted uses under Sec. 78-122.

In 8 years of continuous operation, FANA has never been warned or cited by the Orion Charter Township Zoning Inspector.

TYPES OF PROCESSES INVOLVED

FANA serves two basic functions: (1) adding value to semi-finished automotive glass products and (2) packing, staging, and shipping finished products to Fuyao Group's OEM manufacturers.

- (a) 8 Assembly lines (for the assembly of windshields, door windows, quarter windows, back windshields and flip gates)*
- (b) 26 PVC/TPE Encapsulation lines (for the injection molding of quarter windows and sunroofs)*
- (c) Shipping / Receiving / Logistics*

Finally, FANA receives semi-finished products from its sister facilities in China and Ohio. These items are warehoused until they are finished at FANA. Then, the items are packaged in crates specific to OEM customers and loaded back onto semi-trucks.

(d) Office Work

FANA's operations are supported by approximately 100 office employees who will perform office work including human resources, information technology, quality assurance, customer relations, product design and account management.

SMOKE/ODORS

The processes FANA uses do not result in the discharge of smoke or other exhausted fumes. While some of the adhesives and primers used are associated with some odors, these are not detectable outside of the facility.

The quantities will be such that FANA does not at this point anticipate requiring any type of EPA permitting.

ACTIVITIES CONDUCTED OUTSIDE

FANA's production operations will all take place indoors.

Since FANA anticipates using the facility to ship and receive goods, it is anticipated that semi-trucks will enter and leave the facility during business hours and on a daily basis. FANA will use the loading docks and doors to complete load and unload materials.

FANA anticipates the ingress/egress of refuse and recycling trucks on a weekly basis.

Finally, FANA anticipates employing approximately 340 people on site, a substantial portion of whom are temporary employees. These individuals will park on site.

NOISE

Based on past experience, FANA anticipates only minimal noise associated with its operations. Inside the plant, since the operations involve "cottage"-type industrial work, there are no industrial fans, compressors, or other loud machinery. The loudest noise in FANA's current facility is the horn of the forklifts alerting pedestrians of their presence.

Outside of the facility, noise will include idling diesel motors and vehicle motion alarms.

FANA's operations will not be audible outside the facility.

CONCLUSION

If there is any additional information we can provide, please contact our corporate counsel, Rebecca Ruan-O'Shaughnessy (rruan@fuyaousa.com) and Micah Siegal (msiegal@fuyaousa.com).

On behalf of FANA and Chairman Cho, we are excited to begin FANA's next chapter in Plymouth. We request that the Planning Commission adopt a resolution acknowledging that FANA's activities are consistent with the permitted uses in a Plymouth I-1 district.

Thank you for your time and consideration.

Sincerely,



Vincent Procaccini
President

cc. Betsy Barnes, Esq.
Shusheng Wang, Esq.
Rebecca Ruan-O'Shaughnessy, Esq.
Micah Siegal, Esq.

MMS/mtf

LIGHT INDUSTRIAL ZONING STANDARDS

ARTICLE XII. - I-1 LIGHT INDUSTRIAL DISTRICTS

Sec. 78-120. - Intent.

The I-1, light industrial district is designed so as to accommodate employment centers related to light industrial uses as well as research and development, engineering and testing, office uses, medical facilities, wholesale activities, warehouses, limited manufacturing and industrial operations. The district is intended to permit only those uses whose external, physical effects are restricted to the area of the district and only exert minimal detrimental effects to the surrounding districts. This district is further designed to recognize the growing convergence of office, industrial, and research in terms of functions, location, appearance and activities.

(Ord. of 10-6-03; Ord. No. 2010-02, § 6, 4-5-10; Ord. No. 2013-05, § 3, 10-21-13; Ord. No. 2014-03, § 4, 2-17-14)

Sec. 78-121. - Purposes.

The general goals of the light industrial district include, among others, the following specific purposes:

- (1) To provide sufficient space, in appropriate locations, to meet the needs of the city's expected economy for light manufacturing and industrial activities, research and development, office, medical, engineering and testing, and related uses.
- (2) To protect abutting residential districts by separating them from heavy manufacturing activities, and by prohibiting the use of such industrial areas for new residential development.
- (3) To promote light manufacturing development which minimizes the danger of fire, explosions, toxic and noxious matter, radiation and other hazards, and from offensive noise, vibration, smoke, odor and other objectionable influences.
- (4) To protect the most desirable use of land in accordance with a well-considered plan. To protect the character and established pattern of adjacent development, and in each area, to conserve the value of land and buildings and other structures, and to protect the city's tax revenue base.

(Ord. of 10-6-03; Ord. No. 2010-01, § 6, 4-5-10; Ord. No. 2013-05, § 2, 10-21-13; Ord. No. 2014-03, § 4, 2-17-14)

Sec. 78-122. - Principal uses permitted.

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

Permitted uses:

- (1) Any of the following uses shall be permitted when the manufacturing, compounding or processing is conducted wholly within a completely enclosed building. That portion of land used for open storage facilities for materials or equipment, shall be screened from view of public roadways and any adjoining residential uses.

a. The manufacture, compounding, processing, packaging or treatment of such products as, but not limited to: bakery goods, candy, cosmetics, pharmaceutical, toiletries, food products, hardware and cutlery, tool, die, wood, glass, metal, gauge and machine shops, breweries, wineries and distilleries.

- b. Warehousing and wholesale establishments.
 - c. The manufacture, compounding, assembling, reassembly, packaging or treatment of articles or merchandise from previously prepared materials.
 - d. The manufacture of textiles, ceramics, glass, clay or stone product.
 - e. Manufacture of instruments, plastics or plastic molded products.
 - f. Manufacture or assembly of electrical appliances, related electronic instruments and devices, including but not limited to computers, cellular phones and tablets.
 - g. Manufacturing and fabrication of metal products.
 - h. Central dry cleaning plants or laundries provided that such plants shall not deal directly with the consumer as retail.
 - i. Manufacture and repair of professional, scientific and precision equipment: laboratory apparatus and analytical, optical, measuring and controlling instruments.
 - j. Manufacture of material science products, including but not limited to plastics, polymers, laser technology and robotics.
 - k. Professional offices for any of the following uses: medical offices and labs, administrative, accounting, clerical, education, executive, sales, technical or other similar professional offices.
- (2) Any of the following uses charged with the principal function of basic research, design pilot or experimental product development, and medical facilities when conducted within a completely enclosed building:
- a. Life science technology and medical laboratories, including but not limited to medical support facilities, biomedical engineering, biotechnology, genomics, proteomics, molecular and chemical ecology.
 - b. Material science products, including but not limited to plastics, polymers, laser technology and robotics.
 - c. Information technology, including but not limited to electronics, data processing and computer hardware and software.
 - d. Automotive.
 - e. Alternative energy.
 - f. Food products and beverages.
- (3) Public utility buildings and storage yards, telephone exchange buildings, electrical transformer stations and substations, and gas regulator stations. Water supply and municipal sewage disposal plants. Water and gas tank holders. Railroad transfer and storage tracks railroad rights-of-way and freight terminals.
- (4) Trucking facilities.
- (5) Storage facilities for building materials, sand, gravel, stone and lumber, and storage of contractor's equipment and supplies, provided such is enclosed within a building or within an obscuring wall, fence or berm on those sides abutting all residential, office or business districts, and on any yard abutting a public thoroughfare. Open storage shall be screened from view of public roadways and any adjoining residential uses.
- (6) Mini warehouses and storage buildings for lease to the public including the dwelling and office of a caretaker. Buildings shall be spaced not less than thirty (30) feet apart on those sides having entrance doors.
- (7) Municipal uses such as water treatment plants and reservoirs, sewage treatment plants, and all other municipal buildings and uses, including outdoor storage.

- (8) Greenhouses.
- (9) Trade or industrial schools.
- (10) Business service establishments including, but not limited to printing and photocopying services, publishing, mail and packaging services, typing and secretarial services, and related activities.
- (11) Package delivery distribution centers.
- (12) Photographic studio and equipment sales and service.
- (13) Other uses of a similar, and no more objectionable, character to the above uses as determined by the planning commission.
- (14) Accessory buildings and uses customarily incident to any of the above permitted uses.
- (15) Film, TV or radio production studios and similar uses.
- (16) Wireless communication facilities as permitted in accordance with section 78-216.

(Ord. of 10-6-03; Ord. No. 2010-01, § 6, 4-5-10; Ord. No. 2013-05, § 3, 10-21-13; Ord. No. 2014-03, § 4, 2-17-14)

Sec. 78-123. - Special land uses permitted after review and approval.

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

- (1) Major automotive repair facilities when completely enclosed, subject to section 78-285.
- (2) Lumber and planing mills when completely enclosed and when located in the interior of the district so that no property line shall form the exterior boundary of the I-1 district.
- (3) Metal plating, buffing and polishing, subject to appropriate measures to control the type of process to prevent noxious results and/or nuisances.
- (4) Banks, credit unions and other similar financial services (with or without drive-thru facilities)
- (5) Indoor recreational uses such as indoor soccer, racquet sports, volleyball, hockey, climbing walls, fitness centers, health clubs, dance studios, material arts and other similar recreation uses.
- (6) Commercial kennels when within a completely enclosed building and when located in the interior of the I-1 district so that no property line shall form the exterior boundary of the I-1 district.
- (7) Commercial wind energy systems, subject to section 78-261.
- (8) Other uses, which in the determination of the planning commission, are of a similar character to the above uses.

(Ord. of 10-6-03; Ord. No. 2010-01, § 6, 4-5-10; Ord. No. 2013-05, § 2, 10-21-13)

Sec. 78-124. - Required conditions of the I-1, limited industrial district.

A review of the use proposed and its suitability to the district shall be determined by the planning commission prior to issuance of a building permit. The commission shall make findings that the following

conditions will be met by the proposed use in addition to all other requirements of this and other ordinances of the city:

- (1) The use shall not, by reason of creation of noise, vibration, odor, smoke or other outside effects, cause a nuisance to abutting districts.
- (2) The use shall be compatible with the intent of the district and shall not be out of character with the established character of the district.
- (3) All buildings shall be constructed of finished materials where visible from public streets.

(Ord. of 10-6-03)

Sec. 78-125. - Area and bulk requirements.

See article XVII of this chapter for the schedule of regulations limiting the height and bulk of buildings, the minimum size of lot by permitted land use and providing minimum yard setback requirements.

(Ord. of 10-6-03)

Secs. 78-126—78-129. - Reserved.

EXCERPT FROM CITY MASTER PLAN

General Business

This district is intended for the widest and most intensive variety of retail and service businesses. Businesses can include services meeting the commercial needs of the motoring public. Typical uses in this district could include drive-through restaurants, auto service establishments and commercial uses serving a regional clientele. The uses within this district are automobile dependent and benefit from the exposure of high traffic volume thoroughfares. General business land uses are restricted to primarily Ann Arbor Road and portions of North Main Street.

Office

The office district is designed to accommodate uses such as offices, banks, medical, and personal service establishments. This district is less intensive than any commercial district. It is also intended to provide a transitional area between residential and commercial districts.

Light Industrial

The light industrial district is designed to primarily accommodate wholesale activities, warehouses, and industrial operations whose external and physical effects are restricted to the immediate area having only a minimal effect on surrounding districts. The LI district is also structured so as to permit the manufacturing, compounding, processing, packaging and assembling of finished or semi-finished products from previously prepared materials.

Heavy Industry

Heavy industrial districts are designed primarily for manufacturing, assembling and fabrication for large industrial operations. Heavy industrial areas are all buffered from residential areas by necessary landscaping, screening and appropriate setbacks so as to have minimal effects on surrounding areas.

Parks

This classification includes existing and proposed parks as specified within the City's Recreation Master Plan. In addition to City-owned parks, the land use classification would also include county owned park facilities incorporated within the Rouge Parkway area.

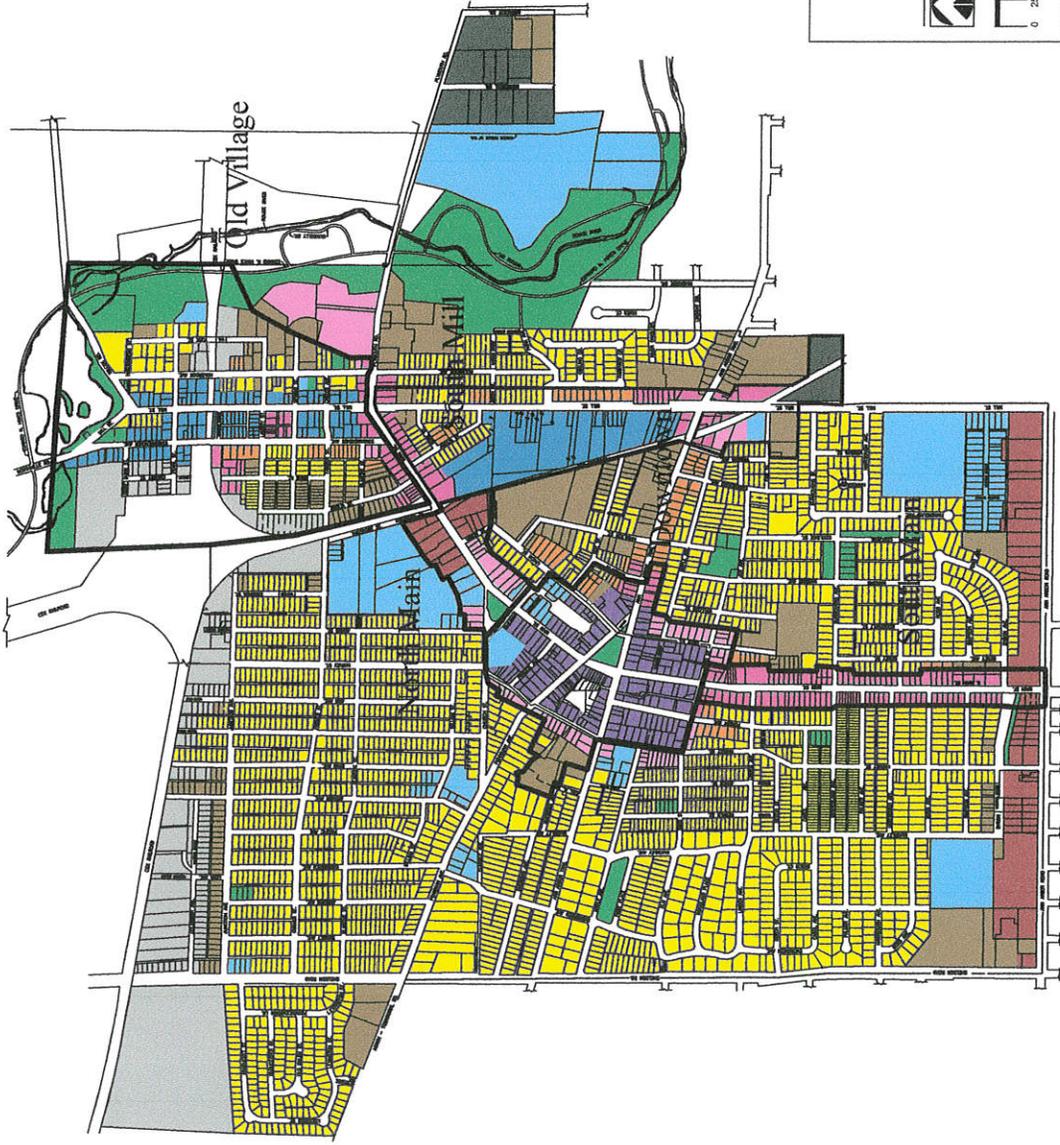
Institutional

This designation includes government service buildings such as City Hall, DPW yard, Library, etc. It also includes school facilities such as elementary, middle, high school and administration buildings. Institutional would also include churches or places of worship.

Land Use Plan

The land use plan for the City of Plymouth is depicted on the following page. This plan incorporates the above defined land use categories and arranges these land uses within a logical framework for long-term growth and redevelopment of the City of Plymouth.

FUTURE LAND USE MAP



Legend

[Yellow Box]	Single-Family Residential
[Orange Box]	Two-Family Residential
[Brown Box]	Multi-Family Residential
[Blue Box]	Mixed Use
[Pink Box]	Office
[Light Blue Box]	Local Business
[Purple Box]	Central Business
[Red Box]	General Business
[Dark Green Box]	Heavy Industrial
[Light Green Box]	Light Industrial
[Green Box]	Parks
[Light Blue Box]	Institutional
[White Box]	Vacant, ROW or Railroad

- Preliminary Sub-Areas**
1. Old Village
 2. South Mill
 3. Downtown
 4. South Main / North Main

July, 2011

CITY OF PLYMOUTH FUTURE LAND USE PLAN

Wayne County, Michigan

0 250' 500' 1000' 1500'

Carlisle/Worman Associates, Inc.
Community Planners and Landscape Architects
Ann Arbor, Michigan

RESOLUTION

The following Resolution was offered by Commissioner _____ and seconded by Commissioner _____.

WHEREAS The City administration, members of the City Commission and various other regional, state and local administrators have met with representatives of Fuyao Automotive North America (FANA) to discuss their purchase and use of the property located at 909 Sheldon Road for the proposed use a light-industrial glass finishing and warehouse/shipping facility, and

WHEREAS The use as described and proposed by FANA are consistent with Permitted Principal Uses as defined in Article XII Sec. 78-122 of the City's Code of Ordinances, and

WHEREAS The use as described and proposed by FANA is consistent with the City's Master Plan (adopted in 2011) as well as the City's Future Land Use Plan as adopted in the City's current Master Plan, and

WHEREAS The affirmation, by resolution, that the use as proposed by FANA for the property located at 909 Sheldon Rd. does not constitute the approval of a site-plan and a formal site-plan review/approval is required prior to FANA's beginning to operate at that location,

NOW THEREFORE BE IT RESOLVED THAT the City of Plymouth Planning Commission does hereby affirm, by this resolution, that the use as described and proposed by FANA is consistent with and allowable as a Principal Permitted Uses in I-1 Light Industrially zoned districts/parcels, specifically at 909 Sheldon Rd.

NOW BE IT FURTHER RESOLVED THAT the affirmation of the allowable use as referenced does not constitute a site-plan approval for this parcel or this applicant and the applicant/company will be required to obtain site-plan approval prior to beginning to operate out of this facility located at 909 Sheldon Rd.



CARLISLE

WORTMAN

associates, inc.

605 S. Main Street, Ste. 1
Ann Arbor, MI 48104

(734) 662-2200
(734) 662-1935 Fax

MEMORANDUM

TO: City of Plymouth Planning Commission
FROM: Sally M. Elmiger
DATE: June 17, 2016
RE: Fence Ordinance Language and Graphics

We have revised the ordinance language describing residential fences, as discussed at the last Planning Commission meeting. Changes include:

- Revising definition of a “double” fence; adding a definition of a “solid” fence.
- Dividing new fences on property lines where an existing fence does not exist (or will be removed completely), and new fences on property lines where an existing fence exists.
- Revising Figure 2 to show a fence in a side yard of a corner lot to the property line.
- Adding back in a prohibition against solid fences.

New language is shown in “blue” colored text.

We look forward to discussing this with you further.

CARLISLE/WORTMAN ASSOC., INC.

Sally M. Elmiger, AICP, LEED AP

Principal

cc: John Buzuvis

Richard K. Carlisle, *President* Douglas J. Lewan, *Executive Vice President*

R. Donald Wortman, *Principal* John L. Enos, *Principal* David Scurto, *Principal* Benjamin R. Carlisle, *Principal* Sally M. Elmiger, *Principal*
Brian Oppmann, *Associate* Laura K. Kreps, *Associate*

Sec. 78-21. - Definitions.

Fence, decorative means a permanent barrier not used for enclosure. Any such fence shall be a part of the overall landscape plan and shall be composed of natural materials such as wood (i.e. split rail fence, picket, etc.) or a decorative metal construction (i.e. wrought iron, etc.).

Fence means a permanent barrier enclosing a plot of land or portion thereof composed of manmade or processed materials erected on posts, constructed for the purpose of or to have the effect of enclosing the area it is constructed upon or as defined in the city Code preventing or controlling entrance or to confine within or to mark a boundary.

Fence, double, means multiple fences, as defined by this section, running parallel with each other along, or in the vicinity of, a common property line.

Fence, solid, means any fence which presents a solid surface without any gaps in material to allow the flow of air and light.

Sec. 78-208. - Residential fences.

Fences or walls are permitted, subject to the paramount provisions of the City of Plymouth Fence Ordinance (Chapter 18, Building Regulations Article X, Fences 18-371—18-380) and subject to the further provisions of this section. If any of the provisions of this section should conflict with the City of Plymouth Fence Ordinance, ~~such these~~ provisions shall be controlling on the question of fences. It is the intent, however, that the following provisions be construed harmoniously with the fence ordinance where possible.

These regulations are intended to apply to fences used to enclose property, such as a rear or side yard. They are not intended to apply to fences used to enclose a small area, such as a dog run or small vegetable garden, for example.

- (1) The location of new fences, where no other fence is currently installed, or where all existing fencing is being removed, shall meet the following requirements:
 - a. The fence shall be located on a property line. New fencing shall be agreed to by all adjoining property owners; and
 - b. Only one fence may be constructed on any common or adjoining property line. A double fence shall be prohibited.
- (2) In the case where a fence already exists, and will not be removed, new fencing may not be installed in a configuration that creates a double fence.
- (3) Fences on all lots of record in all residential districts which enclose property and/or are within a required side or rear yard setback:
 - a. shall not exceed six and one-half feet in height, measured from the surface of the ground, and
 - a-b. shall not extend toward the front of the lot nearer than the front of the house or the required minimum front yard setback, whichever is greater.
- (4) In the case of a rear yard abutting a side yard, the side yard abutting a street shall be continuation of the required front setback on the lot to the rear, and no fence shall project into this area. When side yards abut on frontages across a common street, the side yard abutting a street shall not be less than the required front yard setback of the district and no fence shall project into this area. (See Figures 1, 2, and 3)

Figure 1. Fence Location

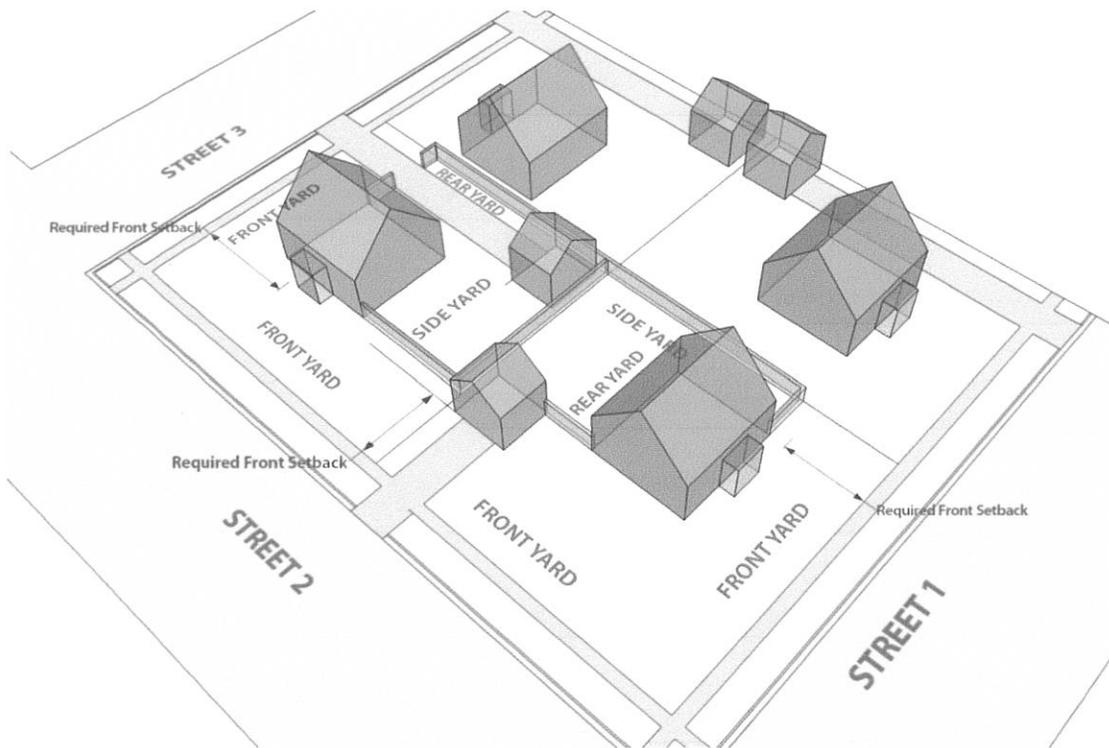


Figure 2. Fence Location

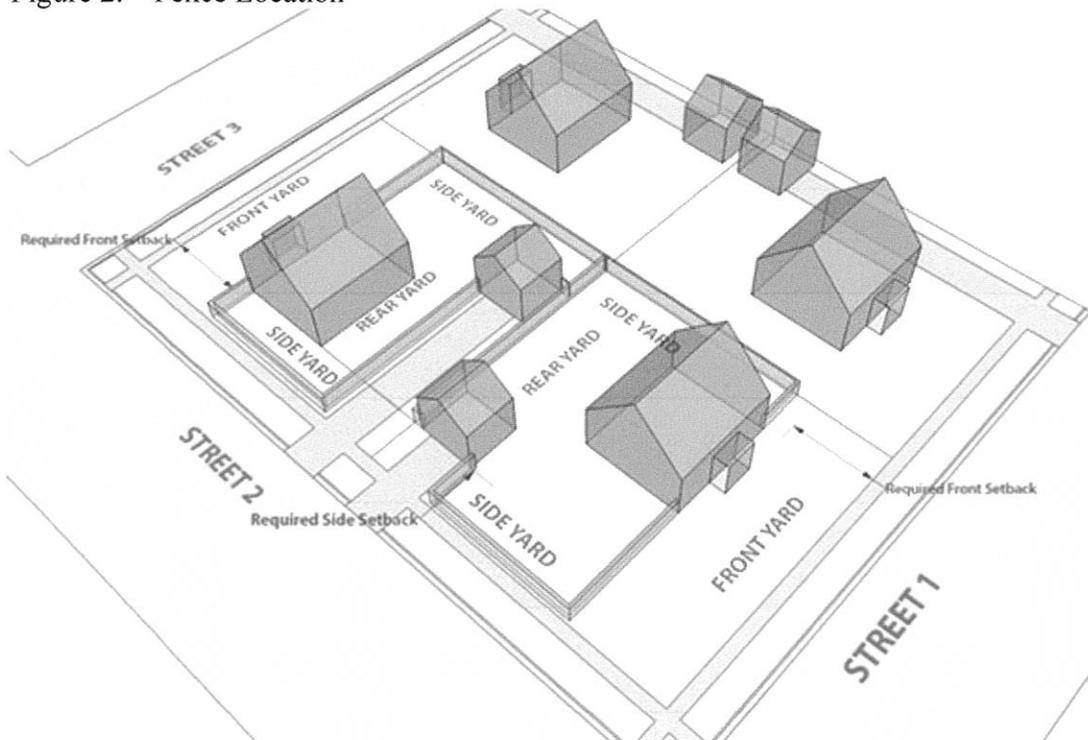
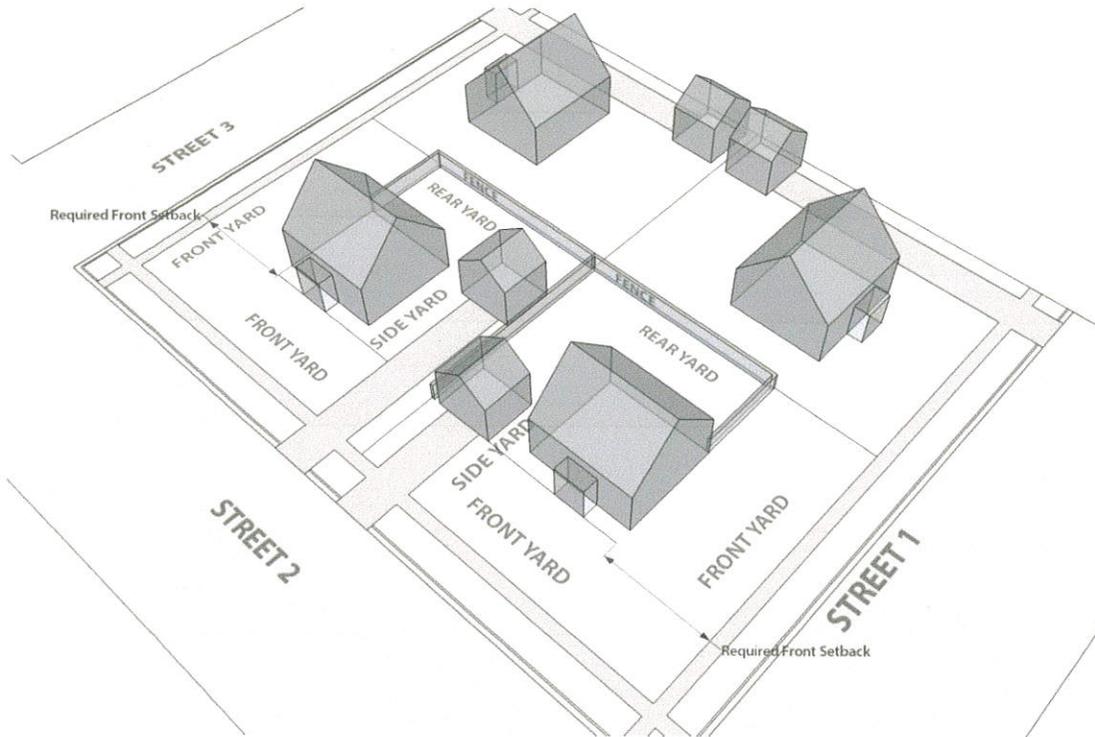


Figure 3. Fence Location



- (25) Recorded lots having a lot area in excess of two acres and a frontage of at least 200 feet, and acreage or parcels not included within the boundaries of a recorded plat, in all residential districts, are excluded from these regulations.
- (36) Fences on lots of record shall not contain barbed wire, electric current, or charge of electricity. This shall exclude underground electric fences used for pet containment.
- (7) Solid fences are not permitted.
- (48) All fences or walls shall be constructed with the finished side exposed to neighboring properties, the support posts placed on the inside, and in a manner which serves to enhance the aesthetic appearance of the neighborhood or surrounding area.
- (59) Posts and finials may extend no more than six inches above the maximum permitted height of a fence.
- (610) Fences for swimming pools shall comply with the regulations of the state construction code.
- (711) No fence, wall, or plantings shall interfere with visibility from a driveway, alley or intersection. All fences, walls, or plantings shall comply with the corner clearance requirements of section 78-207.
- (812) Fences which enclose public or institutional parks, playgrounds, or public landscaped areas, situated within an area developed with recorded lots, shall not exceed eight feet in height measured from the surface of the ground, and shall not obstruct vision to an extent greater than 25 percent of their total area.
- (913) Fences or walls within a required front yard setback area shall be decorative style only consisting of wrought iron, metal, or picket fences and masonry or stone walls. Decorative fences or walls placed within a front yard shall not exceed 30 inches in height. A decorative fence or wall shall contribute to the identification and beauty of the principal building. Chain link fences are not allowed within a required front yard setback area.

| (1014) Walls constructed of masonry, stone or pre-cast materials and constructed within a side or rear yard shall have a maximum height of 30 inches. This shall exclude screening walls constructed between conflicting land uses as specified in section 78-206.



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MEMORANDUM

TO: City of Plymouth Planning Commission

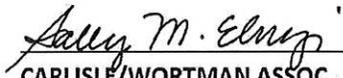
FROM: Sally M. Elmiger, AICP, LEED AP

DATE: June 17, 2016

RE: Accessory Building Ordinance Language

As we discussed, I have added the language to minimize the length of an accessory building as a percent of the rear building line, but no more than 30 feet long if it abuts a side yard. The new language is shown in "red" color text.

I look forward to discussing this with you at the next Planning Commission meeting.


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

cc: John Buzuvis

Sec. 78-260. - Regulations.

Accessory buildings, structures, and uses except as otherwise permitted in this chapter, shall be subject to the following regulations:

- (1) Where the accessory building is structurally attached to a main building, it shall be subject to, and must conform to, all regulations of this chapter applicable to the main building.
- (2) An accessory building shall not be erected in any front or required yard setback except as allowed by this article.
- (3) No accessory building, structure or use may be placed on a lot without a principal building.
- (4) The height of the accessory structure having a dormer(s), which occupies ten percent or more of the total roof area, shall be determined by measuring the average height between the eaves and the ridge of the dormer(s).
- (5) No more than two detached accessory buildings in residential districts shall be permitted on any lot.
- (6) No detached accessory building in residential districts shall be located closer than three feet to any side or rear lot line. In those instances where the rear lot line is coterminous with an alley right-of-way, the accessory building shall be no closer than one foot to such rear lot line. In no instance shall an accessory structure be located within a dedicated easement right-of-way.
- (7) All accessory buildings, structures and uses combined shall cover no more than 35 percent of any required rear yard setback.
- (8) No detached accessory building in any residential district shall exceed 1½ stories or 15 feet in height. The minimum eave height for an accessory building shall not be less than seven feet from the average grade. Where an accessory structure is located on sloping terrain, the eave height shall be measured from the average ground level of the grade at building walls.
- (9) When an accessory building is located on a corner lot, the side lot line of which is substantially a continuation of the front lot line of the lot to its rear, such building shall not project beyond the front yard line required on the lot in rear of such corner lot. When an accessory building is located on a corner lot the side lot line of which is substantially a continuation of the side lot line of the lot to its rear, such building shall not project beyond the side yard line of the lot in the rear of such corner lot.
- (10) For accessory buildings or structures in the rear yard of a corner lot where the rear yard abuts a side yard of an adjacent residential property, the wall of such building or structure that parallels the rear lot line shall be no longer than fifty percent of the length of the rear lot line, or no more than thirty feet in length.

Figure 1. Accessory Building Location for Corner Lots with Front-Side Yard Situation

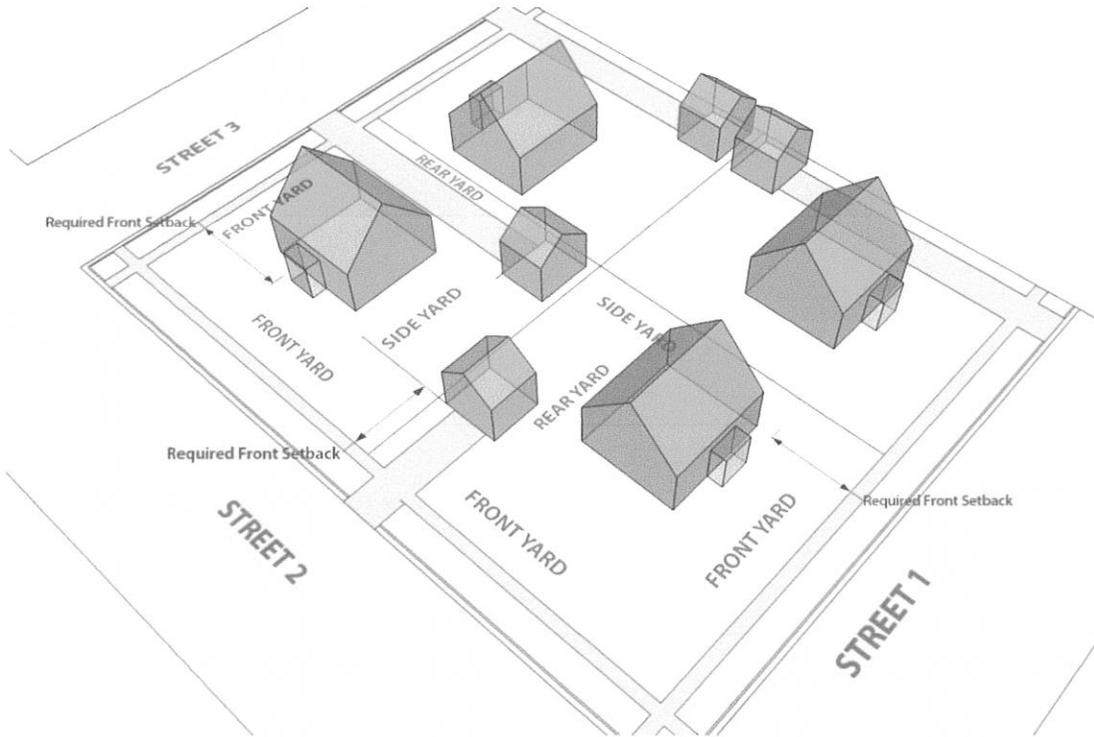


Figure 32. Accessory Building Location for Corner Lots with Side-Side Yard Situations

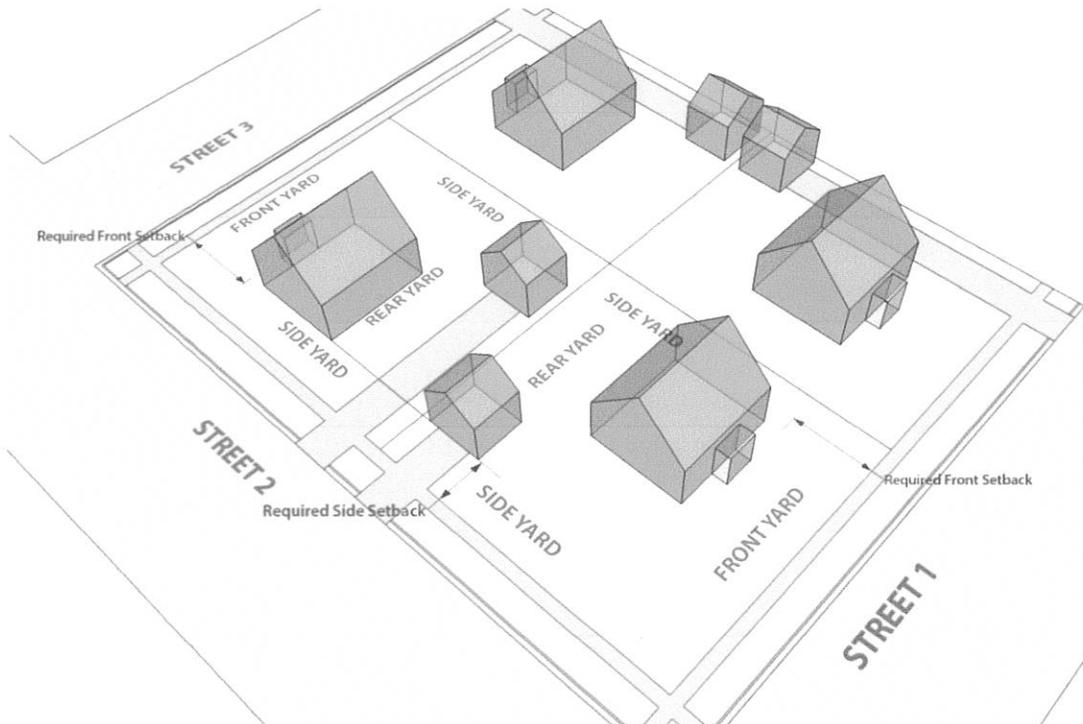
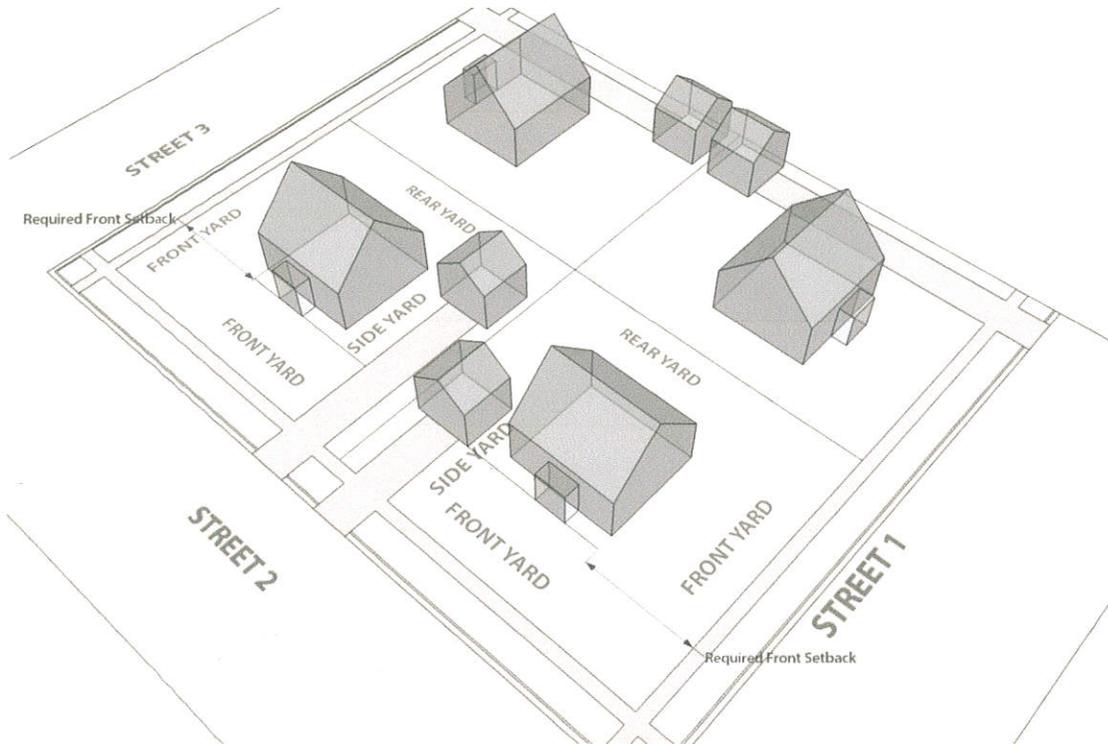


Figure 23. Accessory Building Location for Corner Lots with Side-Side Front-Front Yard Situation



- (10) Accessory buildings within all other nonresidential districts shall comply with applicable setback and height restrictions specified for the zoning district wherein the accessory use or structure is located.
- (11) Detached accessory buildings shall not be used as habitable space.
- (12) Detached accessory structures must be located a minimum of ten feet from the principle structure on site.
- (13) Private wind energy conversion systems shall be subject to regulations contained in section 78-261.
- (14) No detached accessory building in any residential district shall be constructed with an attached deck or balcony which exceeds thirty-two (32) square feet.



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MEMORANDUM

TO: City of Plymouth Planning Commission

FROM: Sally M. Elmiger, AICP, LEED AP

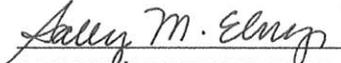
DATE: June 17, 2016

RE: Grading/Drainage Ordinance Language

Attached is new language to address grading and drainage around new structures that takes into consideration existing structures. I spoke with the Building Inspector regarding this language, and as a result have also refined the language to clearly use "average grade plane" when assessing building grades. He currently evaluates building plans using this concept. This change then had a "ripple effect" on the definition of Building height, which I've also amended.

Lastly, I included language on Foundation Walls for your consideration. It coordinates with average grade plane as well as the idea of using the sidewalk to assess the portion of the foundation that is out of the ground.

We look forward to discussing this with you at the next Planning Commission meeting.


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

cc: John Buzuvis

CITY OF PLYMOUTH

ORDINANCE NO. 2015-02 _____

AN ORDINANCE TO AMEND CHAPTER 78, THE CITY OF PLYMOUTH ZONING ORDINANCE IN THE CODE OF ORDINANCES OF THE CITY OF PLYMOUTH FOR THE PURPOSE OF REGULATING PROJECTIONS IN SETBACKS.

Section 1 Modify Section 78-21

Section 78-21. - Definitions.

Building height means the vertical distance measured from the ~~established grade average grade plane (based on existing grades)~~ to the highest point of the roof surface for flat roofs; to the deck line of mansard roofs; and to the average height between eaves and ridge for gable, hip and gambrel roofs. Where a building is located on sloping terrain, the height shall be measured from the average ground level of the grade ~~plane. at the building walls.~~

~~Grade means a ground elevation established for the purpose of regulating the number of stories and the height of the building. The building grade shall be the level of the ground adjacent to the walls of the building if the finished grade is level. If the ground is not entirely level, the grade shall be determined by averaging the elevation of the ground for each face of the building.~~

Grade means a reference plane representing the ground level adjoining a building or structure.

Grade, Existing means the elevation or surface of the ground or pavement as it exists prior to disturbance. This includes both the "natural" grade, where no man-made disturbances have impacted a building site, as well as the existing grade as established by existing buildings, structures and/or pavement.

Grade, Finished means the final elevation of the ground surface after development.

Grade Plane means a reference plane representing the average of the existing grades or ground level adjoining the building at exterior walls. Where the finished ground level slopes away from the exterior walls, the reference plane shall be established by the lowest points within the area between the building and the lot line or, where the lot line is more than six (6) feet from the building, between the building and a point six (6) feet from the building.

Section 2 Add Sections 78-218 and 78-219

Section 78-218 - Foundation Walls

- (1) The exposed foundation wall between the average of finished grades at the center of all walls of the building and the highest portion of the first floor shall not exceed thirty-six (36) inches from the average grade plane. In case walls are parallel to and within five (5) feet of a

sidewalk, the above ground level (average grade plane) for that wall shall be measured at the sidewalk, unless otherwise defined herein. This height limit shall not include areas for walk out basements, window wells or other portions of exposed foundation wall which cannot be reasonably lowered or covered as determined by the Building Official.

Section 78-219 - Grading, Drainage and Building Grades

- (1) The ground areas outside the walls of any building or structure hereafter erected, altered, or moved shall be so designated that surface water shall flow away from the building walls in such a direction and with such a method of collection that inconvenience or damage to adjacent properties will not result. Where property is developed adjacent to existing properties previously developed, existing grades of adjacent properties shall have priority. Grades around houses or structures shall meet existing grades in the shortest possible distance, as determined by the Building Official, but under no circumstances shall exceed 1:4 slopes or twenty-five percent (25%) grades.
- (2) To minimize impacts on contiguous, previously developed, single-family residential property and ensure compatibility for new projects in established residential neighborhoods, the first story elevation height of new structures shall be consistent with the first floor elevation height of contiguous residences, in conformance with other requirements of this ordinance. Any property owner/developer who intends to add fill above the height of the existing contiguous grades shall demonstrate to the Building Official's satisfaction, that additional fill is not detrimental to surrounding properties in terms of compatibility and drainage.
- (3) A certificate of occupancy will not be issued until final grades are approved by the City Building Official. A certificate of grading shall be completed by the applicant. The Building Official shall require a certified copy of the grading plan to be submitted by a registered civil engineer or land surveyor.

Section 3 Modify ARTICLE XXI Accessory Buildings and Uses, Section 78-260 Regulations

Accessory buildings, structures, and uses except as otherwise permitted in this chapter, shall be subject to the following regulations:

- (8) No detached accessory building in any residential district shall exceed 1½ stories or 15 feet in height. The minimum eave height for an accessory building shall not be less than seven feet from the average grade plane. ~~Where an accessory structure is located on sloping terrain, the eave height shall be measured from the average ground level of the grade at building walls.~~

Section 4 Validity

Should any section, clause or paragraph of this ordinance be declared by a Court of competent jurisdiction to be invalid, the same will not affect the validity of the ordinance as a whole or part therefore, other than the part declared invalid.

Section 5 Ordinances Repealed

All other ordinances inconsistent with the provisions of this ordinance are to the extent of such inconsistencies hereby repealed.

Section 6 Effective Date

This ordinance shall become effective one day after publication.

Introduced x-xx-2016
Enacted: (Date)
Published: (Date)
Effective: (Date)

Preliminary Site Plan

Suggested Motion:

Based upon the information received from the applicant, and reflected in the minutes of this meeting, the Planning Commission finds that the Preliminary Site Plan for (site plan name) (dated) (meets / fails to meet) the required standards and findings for Preliminary Site Plan approval pursuant to Article XX – Site Plan Review of the Zoning Ordinance and (approves / approves with conditions / denies) the Preliminary Site Plan.

The Preliminary Site Plan approval is granted with the following conditions:

1. Concerns noted in the City Planners review dated (date).
2. _____
3. _____

This action is based on the fact that the request... (add reasons for decision. Examples: "...conforms to the City's Master Plan;" "...meets the requirements of the zoning ordinance;" "...meets Section XXX of the zoning ordinance;" etc.)

OR

Move to postpone action on the Preliminary Site Plan for (site plan name) (dated), to allow the applicant time to address the following items:

1. Concerns noted in the City Planner's review dated (date).
2. _____
3. _____

Final Site Plan

Suggested Motion:

Based upon the information received from the applicant, and reflected in the minutes of this meeting, the Planning Commission finds that the Final Site Plan for **(site plan name) (dated) (meets / fails to meet)** the required standards and findings for Final Site Plan approval pursuant to Article XX – Site Plan Review of the Zoning Ordinance and **(approves / approves with conditions / denies)** the Final Site Plan.

The Final Site Plan approval is granted with the following conditions:

1. Concerns noted in the City Planners review dated **(date)**.
2. _____
3. _____

This action is based on the fact that the request... **(add reasons for decision. Examples:** *“...conforms to the City’s Master Plan;” “...meets the requirements of the zoning ordinance;” “...meets Section XXX of the zoning ordinance;” etc.)*

OR

Move to postpone action on the Final Site Plan for **(site plan name) (dated)**, to allow the applicant time to address the following items:

1. Concerns noted in the City Planner’s review dated **(date)**.
2. _____
3. _____

Special Land Use

Suggested Motion

Based upon the information received from the applicant, and reflected in the minutes of this meeting, the Planning Commission finds the Site Plan and related information received by the City on (date) (meets / fails to meet) the required standards and findings for Special Uses and recommends (approval / approval with conditions / denial). Specifically it is found that the following required standards and findings found in Section 78-281 of the Zoning Ordinance (have / have not) been demonstrated by the applicant:

- (1) Will be harmonious and in accordance with the general objectives or any specific objectives of the City of Plymouth Master Plan.
- (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.
- (3) Will not be hazardous or disturbing to existing or future nearby uses.
- (4) Will be compatible with adjacent uses of land and will promote the use of land in a socially and economically desirable manner.
- (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.
- (6) Will not create excessive additional public costs and will not 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.

Further, the Planning Commission recommends the following conditions be placed on the subject Special Land Use.

1. _____

2. _____

3. _____

4. _____

(OR)

Move to postpone the Special Use request to allow the applicant to respond to the comments discussed tonight by the Planning Commission, including the following:

1. _____
2. _____
3. _____

Rezoning

Suggested Motion

Based upon the information received from the applicant, and reflected in the minutes of this meeting, the Planning Commission finds the request to rezone (**name of rezoning proposal**) received by the City on (**date**) (**meets / fails to meet**) the factor(s) found in Section 78-380 of the Zoning Ordinance and recommends (**approval / denial**) to the City Commission.

OR

Move to table (**name of rezoning proposal**) to allow the applicant to respond to the comments discussed tonight by the Planning Commission, including the following:

1. _____
2. _____
3. _____

Ordinance Text Amendment

Suggested Motion

Based upon the draft ordinance text received from the (City Planner, City Staff, or City Commission) and reflected in the minutes of this meeting, the Planning Commission moves to recommend (approval / denial) of the (name of text amendment) (dated) to the City Commission.

OR

Move to postpone (name of text amendment) to allow the (City Planner, City Staff) to respond to the comments discussed tonight by the Planning Commission, including the following:

1. _____
2. _____
3. _____

Planned Unit Development (PUD) – Preliminary Site Plan

Suggested Motion

Based upon the information received from the applicant, and reflected in the minutes of this meeting, the Planning Commission finds the Preliminary Site Plan associated with the Planned Unit Development (PUD) plan for **(development proposal name) (dated)** received by the City on **(date) (meets / fails to meet)** the regulations as outlined in Section 78-311 of the Zoning Ordinance and recommends **(approval / approval with changes or conditions / denial)**.

In making this determination, the following additional changes or conditions shall apply:

1. Concerns noted in the Planner's review dated **(date)**.
2. _____
3. _____
4. _____

OR

Move to postpone the Preliminary Site Plan for the Planned Unit Development (PUD) **(development proposal name)**, to allow the applicant time to address the following items:

1. Concerns noted in the Planner's review dated **(date)**
2. _____
3. _____
4. _____

Planned Unit Development (PUD) – Final Site Plan

Suggested Motion:

Based upon the information received from the applicant, and reflected in the minutes of this meeting, the Planning Commission finds that the Final Site Plan associated with the Planned Unit Development (PUD) plan for **(development proposal name) (dated)** received by the City on **(date) (meets / fails to meet)** the regulations as outlined in Section 78-311 of the Zoning Ordinance and recommends **(approval / approval with changes or conditions / denial)**. In making this determination the Planning Commission has reviewed each of the applicable Sections of the Ordinance.

In making this determination, the following additional changes or conditions shall apply:

1. Concerns noted in the City Planners review dated **(date)**
2. _____
3. _____

OR

Move to postpone the Final Site Plan for **(development proposal name)** PUD to allow the applicant to respond to the comments discussed tonight by the Planning Commission, including the following:

1. _____
2. _____
3. _____

Major PUD Amendment

Suggested Motion:

Based upon the information received from the applicant, and reflected in the minutes of this meeting, the Planning Commission finds the **(PUD development name)** PUD major amendment **(shows / fails to show)** good cause, and grants **(approval / denial)** of the amendment. The approval is conditioned upon the following:

1. Comments of the City Planner dated **(date)**.
2. _____
3. _____

OR

Move to postpone the major amendment to **(PUD development name)** PUD to allow the applicant to respond to the comments discussed tonight by the Planning Commission, including the following:

1. _____
2. _____
3. _____

**CITY OF PLYMOUTH
PLANNING COMMISSION BY-LAWS
WAYNE COUNTY, MICHIGAN**

ARTICLE 1

The name of this Commission shall be the City of Plymouth Planning Commission.

ARTICLE 2

The general purpose of the City of Plymouth Planning Commission shall be to guide and promote the efficient, coordinated development of this City in a manner which will best promote the health, safety and general welfare of its people.

ARTICLE 3

SECTION 1. CREATION

The Planning Commission was created pursuant to resolution of the City of Plymouth City Commission as authorized by Act 168, Michigan Public Act of 1959, as amended, and as confirmed by Act 33 of 2008, as amended.

SECTION 2. MEMBERSHIP

The Commission shall consist of nine (9) members, representing, insofar as it is possible, important segments of the community such as economic, governmental, educational and social development. To the extent possible, membership shall be representative of the entire geography of the City.

SECTION 3. TERM OF OFFICE

The term of each member shall be three (3) years. Insofar as possible, terms shall be staggered so that the terms of 1/3 of all Commission members will expire each year. Members shall be appointed by the Mayor, subject to the approval by a majority vote of the City Commission. Should a Commissioner be unable to complete a full three (3) year term, the Mayor, with the approval of the City Commission, shall appoint a new member to fill the remainder of the term. A member shall, to the extent possible, serve until a successor has been appointed and qualified.

ARTICLE 4

SECTION 1. OFFICERS

The Commission shall have a Chairperson, Vice-Chairperson, and a Secretary.

SECTION 2. CHAIRPERSON

The Chairperson shall preside at all meetings, appoint such committees as shall from time to time be deemed necessary, and perform such duties as may be delegated by the Commission. The Chairperson shall have a vote on all motions or resolutions of the Commission.

SECTION 3. VICE-CHAIRPERSON

The Vice-Chairperson shall preside in the absence of the Chairperson.

SECTION 4. SECRETARY

The Secretary shall keep a record of the minutes of all meetings, a record of all transcripts, records, plans, etc., brought before the Commission. Such duties may be performed by an employed Recording Secretary when delegated by the Commission.

SECTION 5. ZBA REPRESENTATIVE

The City Commission shall appoint a Planning Commission member to serve on the Zoning Board of Appeals.

ARTICLE 5

SECTION 1. MEETINGS

All meetings shall be conducted in accordance with the Open Meetings Act. No informal meetings or discussions will be conducted. Regular meetings will be held on the second Wednesday of each month at 7:00 p.m. and ending by 10:30 p.m., unless another date and time becomes necessary, or unless no meeting is necessary due to lack of agenda items. The Planning Commission shall not begin discussion or take action on a new agenda item after 10:30 p.m. except by a majority vote of the Planning Commissioners present. Meetings shall not extend beyond 11:00 p.m. except to complete whatever item of the agenda is under discussion at that time. However, the Planning Commission, by unanimous vote, may extend the meeting further to complete other agenda items. Agenda items not acted upon at the time of adjournment shall be placed on the next available agenda of the regular meeting of the Planning Commission.

A. Regular Meetings

The purpose of the regular meetings will be to make decisions on pending business matters, to accept new business matters for processing, and to approve minutes of previous meetings.

B. Special Meetings

The purpose of special meetings will be to review business matters that cannot wait for the regular meeting date. The special meetings may be called by the Chairperson, Vice-

Chairperson of the Commission, or Building Official at such time and place deemed necessary. Prior notice of forty-eight (48) hours is required to each Commissioner stating the time, place, and nature of business. A public notice shall be posted at least eighteen (18) hours prior to the meeting.

C. Committee Meetings

The purpose of the committee meetings shall be to prepare items for presentation to the full membership of the Planning Commission. The committees shall be advisory bodies only and shall in no instance take action on any item. Items being considered for action shall be placed on the "Unfinished Business" portion of the agenda of a regular or special meeting. The committees may give progress reports and ask for direction from the full Planning Commission under the "Committee Reports" section of the agenda, but no action may be taken on any item during the agenda.

1. Committees whose appointed membership constitutes a quorum of the full Planning Commission shall hold their meetings only during the "Unfinished Business" portion of a regular meeting or special meeting. The committee meetings shall be included as an item on the agenda and shall be published as prescribed by law.
2. Committees whose appointed membership does not constitute a quorum of the full Planning Commission may schedule meetings outside of the regular or special meetings. The committee meetings shall be open to the public and shall be published as prescribed by law.
3. Members of the Planning Commission who are not appointed members of a committee may attend the committee meetings provided that they notify the committee in time to comply with the requirements of the Open Meetings Act.
4. Should the attendance of Commission members who are not appointed to the committee cause a quorum of the full Planning Commission to be present, the committee meetings shall not be considered a special meeting.

SECTION 2. AGENDA

The agenda shall consist of business matters to be acted upon by the Planning Commission. In the event an item lacks sufficient information to take action, the Commission shall table or postpone the matter until such time the required information has been submitted.

SECTION 3. PUBLIC PARTICIPATION

As provided by statute, all meetings, including special meetings and committee meetings shall be open to the public.

During debate on motions, which deal with new or unfinished business, the Planning Commission members shall first have the opportunity to discuss the motion, then to hear and

question petitioners and/or other interested parties who have requested statements from persons who request recognition to speak on the specified motion.

The time allotted for the public to be heard on any separate item of the scheduled agenda shall be limited to a time of three (3) minutes, unless this time is extended or reduced by the Chair. No member of the public shall speak twice on any single subject matter unless authorized by the Chair. Should any person be unable to appear, they may submit their comments to the Commission in writing, addressed to the Planning Commission Chairman, at the City Offices.

The Commission shall keep a public record of its resolutions, transactions, findings and determinations in the Office of the City Clerk.

SECTION 4. CANCELLATION OF MEETING DUE TO HOLIDAY

In the event a scheduled meeting falls upon a holiday, such meeting may be canceled and items of that agenda carried forward to the next appropriate meeting date.

SECTION 5. REMOVAL OF COMMISSIONERS / CONFLICT OF INTEREST / ABSENCE

A. Removal Of Commissioners

The City Commission may remove a member of the Commission for misfeasance, malfeasance, or nonfeasance in office upon written charges and after a public hearing.

B. Conflict Of Interest

A conflict of interest exists if any member has a personal or financial interest in the matter or has an interest such that the member cannot be unbiased in the decision-making process. A planning commissioner shall declare a conflict or potential conflict of interest before any discussion begins when:

1. A relative or other family member is involved in any request for which the planning commission is asked to make a decision;
2. The planning commission member has a business or financial interest in the property involved in the request or has a business or financial interest in the applicant's company, agency or association;
3. The planning commission member owns or has a financial interest in neighboring property. For purposes of this section shall include any property falling within the notification radius for the proposed development, as required by the Zoning Ordinance or other applicable ordinance; or
4. There is a reasonable appearance of a conflict or potential conflict of interest, as determined by the planning commission member declaring such conflict.

The Planning Commission member disclosing the potential for a conflict of interest should state the nature of the potential conflict and whether he/she believes he/she could impartially consider the request before the Commission. The remaining members of the Planning Commission shall evaluate the nature of the potential conflict and determine, by way of a vote, whether or not the member in question should be removed from the dais while the Commission discusses or deliberates the request. In the event that Planning Commissioner is removed from the dais due to a conflict of interest, that individual shall not participate as a Commissioner in the discussion of the agenda item.

C. Absence

A member absent from three (3) consecutive meetings without a valid excuse shall be reported to the City Commission for nonfeasance, at the discretion of the Commission.

SECTION 6. ORDER

Meeting procedures and conduct shall comply with Robert's Rules of Order, unless superseded by the Open Meetings Act MCL.15.261 or amended by Planning Commission By-Laws.

ARTICLE 6

SECTION 1. ELECTION OF OFFICERS

Election of Officers of the Commission shall be held annually at the first regular meeting following the appointment or re-appointment of Planning Commission members by the City Commission.

- A. The term of office shall be one (1) year commencing immediately upon election and expiring concurrently with the appointment or re-appointment of Planning Commission members by the City Commission of the subsequent year. The immediate past Chair shall continue to preside at the meeting until the election of the new Chairperson is complete.
- B. Should an Officer be unable to complete his term of office, a special election shall be held to fill the remainder of the term. The election shall be held at the first regular meeting after the vacancy has been confirmed by action from the City Commission.

ARTICLE 7

SECTION 1. APPOINTMENT TO COMMITTEES

The Chair may create or dissolve the committee at any time. Appointments and re-appointments to the committees shall be made by the Chair at the time the committees are created and the terms shall expire concurrently with the appointment or re-appointment of Planning Commission members by the City Commission.

SECTION 2. ADVISORS

The Chair may appoint persons who are not members of the Planning Commission as advisors to the committees. Terms of the advisors will normally be for one (1) year and shall expire and be re-appointed in the same manner as the members appointed from the Planning Commission.

ARTICLE 8

SECTION 1. RULES

A quorum consists of five (5) members. A quorum must be present to have a meeting.

SECTION 2. VOTING

A minimum of five (5) votes in favor is necessary to pass any motion.

SECTION 3. REPORT TO CITY COMMISSION

A report shall be prepared annually and approved by a majority vote of the Planning Commission. The report shall be prepared by the Building Official or his/her designee and submitted to the Planning Commission no later than the second regular meeting in February of each year. After review by the Planning Commission, the report shall be submitted to the City Commission for their review.

SECTION 4.

Conduct of a regular meeting shall require the following order to business:

1. Pledge of Allegiance
2. Roll Call
3. Approval of Minutes
4. Approval of Agenda
5. Communications/Citizens' Comments
6. New Business
7. Old Business
8. Commissioner's Comments
9. Adjournment

SECTION 5. AMENDMENT TO BY-LAWS

The By-Laws may be amended at any regular meeting by a majority vote of the members of the Commission, providing the proposed changes have been read at a preceding meeting.

CERTIFICATION

The foregoing By-Laws were duly adopted by the City of Plymouth Planning Commission on the _____ day of _____, 2011.

CITY OF PLYMOUTH, MICHIGAN

BY: _____
Conrad Schewe, Chairperson
Planning Commission
City of Plymouth

INTRODUCED:

ADOPTED:



CARLISLE

WORTMAN
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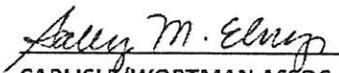
MEMORANDUM

TO: John Buzuvis, Community Development Director
FROM: Sally Elmiger
DATE: July 6, 2016
RE: Notice of Intent to Plan

PA 33 of 2008 requires that when communities initiate the update of a Master Plan, surrounding counties and communities are to be notified. As such, we are including a draft notice that should be placed on City of Plymouth letterhead and mailed to surrounding communities and the county. We are attaching a listing of those individuals for Wayne County and Plymouth Township who should be contacted. In addition, any public utilities and/or railroads that have registered with the City of Plymouth for public notification should also be included in this mailing.

If you should have any questions regarding this notification, please feel free to contact me.

Sincerely,



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

TO: Contiguous Municipal Legislative Body, County Planning, Public Utilities, and Railroad Company

FROM: City of Plymouth Planning Commission

DATE: July XX, 2016

RE: NOTICE OF INTENT TO UPDATE THE MASTER PLAN

In accordance with the Michigan Planning Enabling Act (PA 33 of 2008 as amended), the City of Plymouth is preparing an update to the current Master Land Use Plan and requests your cooperation and comment on the Plan.

Please be aware that you will be receiving a digital draft of the update for comment in the near future. At the time the Master Plan update is ready for your review, we will provide a second notice and directions on where to send comments and time limits for doing so.

We thank you for your consideration in this matter. If you have any questions or comments on the City of Plymouth Master Plan update process, please contact Greta Bolhuis, Community Development Department, at 201 S. Main Street, Plymouth, MI 48170, or by phone at 734-453-1234 ext. 224.