



City of Plymouth
Planning Commission Meeting Minutes
201 S. Main Street Plymouth, MI 48170
Wednesday, January 10, 2018, 7:00 PM

Chairperson Mulhern called the regular meeting to order at 7:02 P.M.

1. ROLL CALL

PRESENT: Tim Joy, Jennifer Kehoe, Adam Offerman, Joseph Philips, Hollie Saraswat, Karen Sisolak, and Jim Mulhern

ABSENT: Charles Myslinski and Scott Silvers

Also present was Greta Bolhuis, Assistant Community Development Director and Sally Elmiger, Planning Consultant.

2. CITIZEN COMMENTS

Mike Wright, City Commission Liaison indicated that he and City Commissioner Nick Moroz would both share the responsibility of liaisons for the Planning Commission board.

Mark Menuck, 990 Pierce, Birmingham MI, gave an update on the Starkweather School project. Mr. Menuck indicated the building was now completely enclosed. They have started on the mechanical and fire suppression work and installing the drop ceilings. Mr. Menuck indicated he might need to consult with Ms. Elmiger regarding a possible PUD amendment.

3. APPROVAL OF MINUTES

Comm. Kehoe, supported by Comm. Offerman, made a motion to approve the meeting minutes from the October 11, 2017 and Study Session November 8, 2017, as presented.
MOTION WITHDRAWN

Comm. Kehoe, supported by Comm. Sisolak, made a motion to approve the meeting minutes from the October 11, 2017, as presented.
MOTION CARRIED WITH ABSTENTIONS.

Comm. Kehoe, supported by Comm. Sisolak, made a motion to approve the study session meeting notes from November 8, 2017, as presented.
MOTION CARRIED WITH ABSTENTIONS.

4. APPROVAL OF AGENDA

Comm. Kehoe, supported by Comm. Joy, made a motion to approve the agenda, as presented.
MOTION CARRIED UNANIMOUSLY

5. WELCOME NEW COMMISSION MEMBERS

Chairman Mulhern welcomed the two new Commissioners Tim Joy and Hollie Saraswat to the Planning Commission board. Chairman Mulhern also thanked Comm. Adams who will be in Afghanistan for nine months.

6. COMMISSIONER COMMENTS

Comm. Joy asked where to look for past meeting information and Ms. Elmiger explained to look for the previous packets on the City's website, under the Agenda Center.

Comm. Offerman asked about the lighting ordinance and Ms. Elmiger explained that it has not been adopted yet. Chairman Mulhern spoke about monitoring the ordinance revisions and their outcome by better communication.

7. ELECTION OF OFFICERS

Greta Bolhuis asked for nominations for Chairperson.

Comm. Kehoe nominated Comm. Mulhern as Chairperson, supported by Comm. Sisolak.

Greta Bolhuis asked for any other nominations. There were no other nominations.

Nominations were closed and there was a unanimous vote of approval for Comm. Mulhern as Chairperson.

MOTION CARRIED WITH ABSTENTION BY MULHERN.

MULHERN RE-ELECTED.

Chairperson Mulhern asked for nominations for Vice-Chairperson.

Comm. Philips nominated Comm. Sisolak as Vice-Chairperson, supported by Comm. Offerman.

Chairman Mulhern asked for any other nominations. There were no other nominations.

Nominations were closed and there was a unanimous vote of approval for Comm. Sisolak as Vice-Chairperson.

MOTION CARRIED UNANIMOUSLY.

SISOLAK ELECTED.

8. OLD BUSINESS

a) Master Plan Draft Edits Due: Kehoe, Myslinski, Philips, Silvers, and Sisolak

Chairman Mulhern explained he and Comm. Offerman have submitted their Master Plan text edits and asked the other Commissioners to complete their portions and return them to Greta by the end of this week.

9. NEW BUSINESS

a) **SP 18-01**: Signage Review of 874 W. Ann Arbor Rd.

Ms. Elmiger went over her review and explained that the applicant is proposing to install an internally illuminated ground/monument sign. Ms. Elmiger explained that the ordinance requires ground signage in the Ann Arbor Road Corridor be reviewed by the Planning Commission.

Ms. Elmiger requested clarification on the following information:

1. Amend sign graphic to show distance between the two sign faces.
2. Add detail of sign base to site plan, specifying the proposed brick.
3. Add landscaping to site plan, showing landscape buffering around the signage.
4. Provide a color copy of the **approved building façade to show sign colors in relationship with the approved building façade colors.**

Chair Mulhern asked which Commissions made up the original sub-committee. Ms. Elmiger indicated that it was John Buzuvis, Comm. Myslinski, and former board member Jennifer Frey.

Remy Jona, applicant, explained the area of signage will be twenty-four square feet and be placed five feet off of the public right-of-way, per Zoning Ordinance requirements. Mr. Jona explained that ordinance requires they use Glen-Gery brick for the signage but asked if the

board would prefer matching the building's brick color instead. It confirmed that Glen-Gery brick has to be used.

Comm. Philips wanted the landscaping around the signage to remain under thirty inches tall so that the signage in future years is readable.

The Board agreed the remainder of the recommendations could be administratively approved.

**A motion was made by Comm. Philips, supported by Comm. Kehoe, to approve SP18-01, 874 W. Ann Arbor Road, as submitted with the four required clarifications to be administratively reviewed by the City.
MOTION CARRIED UNANIMOUSLY.**

b) City Commission Directed Review of Restaurant Parking Requirements

Chairman Mulhern indicated that the City Commission has given the board 180 days to review the parking requirements for restaurants. He requested Ms. Elmiger collect data from similar communities for analysis.

Chairman Mulhern read an email from former Planning Commissioner, Conrad Schewe regarding parking requirements for the downtown CBD area. Mr. Schewe indicated if the downtown was to continue to flourish, dense, walkable development and redevelopment needs to be encouraged. Mr. Schewe felt that parking requirements for any retail, restaurant or office uses should rely primarily on centralized, common parking as opposed to on-site parking.

Ms. Elmiger asked about the City Commission's concerns regarding restaurants and parking. City Comm. Wright explained the dilemma of too little parking. He said the City Commission wants to determine whether the requirement should be in-lieu-of parking or if the parking spaces should be required on site.

Ms. Elmiger stated she would review the current restaurant parking requirements and determine if they are in-line with similar communities.

Comm. Philips asked about the lenient parking requirements in the past and asked if the City was thinking of changing that.

City Comm. Wright indicated that the need for more parking is more significant in the downtown area.

Comm. Sisolak would like to determine what the gap of parking is, to remedy what is needed.

Ellen Elliott, 404 Irvin, felt the required calculations used for parking is not an accurate number for what is needed for a restaurant and that it is too low.

Comm. Kehoe was concerned that if the calculations were raised then no new businesses would come into the City, as most lots do not have extra room for parking. She suggested using municipal/public parking instead.

The Board discussed the scope of work.

City Comm. Wright said he would return to the City Commission for clarification on the scope of work desired.

Ms. Elmiger suggested putting an outline of the proposed areas for analysis together for the City Commission to decide on a clear directive.

Comm. Philips suggested that the board decide on some greater or similar nearby cities for comparison at the next meeting.

c) Annual Goal Setting

Chair Mulhern discussed the previous year's goals.

Comm. Kehoe indicated that the multimodal transportation plan should be included in infrastructure improvements for upgrading the streets and roads.

Ms. Elmiger said that Carlisle Wortman completed a multimodal plan for the city of Northville that was implemented back in 2014 that could be referenced by the Commission. She explained that once the Master Plan is adopted one of the first projects could be to start implementing the multimodal transportation plan. Ms. Elmiger explained the steps of implementation.

The Board discussed goals and steps for the coming year. They mentioned the following goals specifically:

- Complete the Master Plan
- Present the Master Plan to all City boards with workshops
- Review zoning in conformity with the Master Plan goals
- Estimating each year's funding
- Create an awareness program surrounding the Master Plan that includes community meetings and an explanation on how it will impact every board
- Planning Commission training
- Review the Zoning Ordinance for alignment with the Master Plan

The Planning Commission agreed upon the following goals for 2018:

1. Complete and deliver the Master Plan
2. Deliver the Master Plan to all City boards through meetings
3. Implement high priority Master Plan goals by year end
4. Develop and participate in new and ongoing Planning Commissioner training

Chairman Mulhern agreed to bring the complete list of goals to next month's meeting.

10. REPORTS AND CORRESPONDENCE

a) Tree Ordinance

Chair Mulhern wanted a staff summary for the next meeting. He indicated the tree ordinance was the best version City Commission could get passed, but that it will likely become a Planning Commission project down the line.

Comm. Sisolak asked that the tree ordinance be from future agendas until a summary was provided.

b) 2017 Ordinance Recap

Comm. Philips asked if there were any ordinances besides the fence ordinance that were not sent to the City Commission.

Comm. Kehoe asked for a continuing comprehensive list of ordinances that passed and those that did not.

11. ADJOURNMENT

Comm. Sisolak, supported by Comm. Kehoe, made a motion to adjourn.

Meeting adjourned at 8:51 PM.

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