



**City of Plymouth**  
**Planning Commission Meeting Minutes**  
201 S. Main Street Plymouth, MI 48170  
Wednesday, February 14, 2018, 7:00 PM

Vice Chairperson Sisolak called the regular meeting to order at 7:00 P.M.

**1. ROLL CALL**

PRESENT: Tim Joy, Jennifer Kehoe, Charles Myslinski, Adam Offerman, Joseph Philips, Hollie Saraswat, Scott Silvers and Karen Sisolak

ABSENT: Jim Mulhern

OTHERS PRESENT: John Buzuvis, Community Development Director (CDD)  
Sally Elmiger, City of Plymouth Planner  
Greta Bolhuis, Assistant Community Development Director (ACDD)

**2. CITIZEN COMMENTS**

None.

**3. APPROVAL OF MINUTES**

Comm. Silvers, supported by Comm. Joy, made a motion to approve the meeting minutes from the January 10, 2018, as presented.

MOTION CARRIED UNANIMOUSLY.

**4. APPROVAL OF AGENDA**

Comm. Joy, supported by Comm. Scott, made a motion to amend the agenda, moving New Business, #7 ahead of Old Business, #6.

MOTION CARRIED UNANIMOUSLY

**5. COMMISSIONER COMMENTS**

None.

**7. NEW BUSINESS**

a) **SP 18-02:** Site Plan Review of 1490 W. Ann Arbor Rd.

Ms. Elmiger went over her review and explained that the applicant is proposing to redevelop this property with a new bank branch. The proposal also included three drive-through banking kiosks. The site will have vehicular and pedestrian access off of Ann Arbor Road and Sheldon Roads. The Ann Arbor Road Corridor (ARC) District lists a bank as a permitted use in the District, however, drive-through facilities accessory to any principal permitted use in the ARC District are considered Special Land Uses. The bank drive-through use will need to be evaluated against the Special Land Use standards during a public hearing.

Ms. Elmiger considered the drive-through facility to meet most of the standards for Special Land Use, except for the following items listed that will need to be addressed:

A. Special Use Standards: 1. Width of one-way maneuvering lane on the west side of the site.  
2. Number of stacking spaces on the two northern-most drive-through lanes.

3. Planning Commission to consider conditioning any motion on requiring that pole-mounted light fixtures are fully shielded from the adjacent multi-family residential neighbors.

B. Parking and Loading: 1. Planning Commission to evaluate location of stacking spaces to serve drive-through lanes. 2. Increase parking space length to 20-feet or obtain a variance. 3. Increase width of maneuvering lanes on east side of site to 12-feet or obtain a variance. 4. Defer evaluation of stormwater system to the City Engineer.

C. Site Access and Circulation: 1. Provide communication with MDOT and WCRC regarding proposed driveway design and location. 2. Modify Ann Arbor Road entrance driveway width, as described. 3. Modify Sheldon Road driveway width, as described. 4. Add "Do Not Enter" signs where one-way lane intersects with parking lot on west side of site.

D. Landscaping and Screening: 1. Either add details for streetscape elements and screen wall from Section 78-171 to the plans, or include note referencing these details, as described above. 2. Show stamped concrete verge along Sheldon Road on Engineered Site Plan (Sheet C-3.0). 3. Increase width of planting area between screen wall and curb to the greatest extent possible. 4. Add irrigation to all landscaped areas.

E. Lighting: 1. Reduce light levels to that necessary for safety. 2. Address concerns of pole-mounted lights and effect on multi-family neighbors. 3. Provide height of pole-mounted light fixtures on plans. 4. Eliminate "ribbonlyte" from plans.

F. Signs: 1. Reduce number and size of proposed wall signs. 2. Identify type of brick for monument sign base on plans, per Section 78-171. 3. Add monument sign and proposed landscaping at base to the landscape plan. 4. Reduce size of proposed flag pole to 30-foot tall.

5. Move flag pole to meet setback requirements, or obtain variance.

Mike Boggio, Architect for the project made a presentation and addressed the Planner's comments. Mr. Boggio indicated they will move the building over slightly to accompany a wider east side maneuvering lane. Mr. Boggio explained the first lane, closest to the building, is the kiosk which can be accessed 24 hours a day and the other two are teller lanes. Mr. Boggio indicated the sidewalk width can be five feet or seven feet with 18 or 20 feet deep parking spaces whichever the Commission would prefer. The lighting according to the photometric plan will have lower 16 to 18 feet tall poles with downward facing shields and a near zero light level at the property lines. Mr. Boggio explained both drive approaches were discussed with MDOT and adjusted due to the existing water main, the greenbelt/landscaped areas will be modified to the planner's recommendation with the ribbonlyte removed from the plans. Mr. Boggio indicated that the signage will be redesigned to accommodate the planners comments for the ground/monument sign, wall sign and some directional signage. Mr. Buzuvis, CDD, explained to the applicant that the ground signage would be approved by this board and the remainder of the signage would be reviewed by the Building Official. Mr. Boggio went over the buildings color details with material samples of the asphalt shingles, window frames, accent colors and the two brick colors. The masonry walls to be installed to buffer the different adjacent uses will be the same color of brick as the building. Mr. Boggio indicated the garbage would be kept inside and no dumpster enclosure is needed or

proposed.

There were no comments from the audience

The Planning Commissioners had discussion regarding the following subjects:

Comm. Kehoe asked about the colors allowed within the AARC, Ms. Elmiger indicated that the AARC Ordinance does not state that accent colors are not allowed.

There was discussion regarding left turns in and out of the property and cutting the driveway approach on the Ann Arbor Road down to fourteen feet.

Comm. Myslinski asked what the light levels were on the rear residential side of the site and Mr. Boggio responded that they were near zero on both the north and east sides. Mr. Boggio indicated the light levels on the South Ann Arbor Road side would be at a 0.3 or 0.4 and on the west Sheldon Road side ranging from 0.1 up to 1.6.

Comm. Philips was in favor of maintaining the 18 foot space with 2 foot of the 20 foot space overlapping the sidewalk. Comm. Philips indicated he would not like to see any light source from Sheldon or Ann Arbor Road and would prefer they be completely recessed downward lighting.

Comm. Silvers would like the island removed from the approach and Mr. Boggio indicated he would need to have MDOT's approval.

**A motion was made by Comm. Silvers, supported by Comm. Offerman, to schedule a Public Hearing for SP18-02, 1490 W. Ann Arbor Road, for next month's meeting. MOTION CARRIED UNANIMOUSLY.**

b) Draft Implementation section of the Master Plan

Comm. Kehoe indicated that the implementation section is lacking who is responsible for the implementation portions. Comm. Kehoe also felt the complete streets and multi-modal plan sections should be completed in a shorter amount of time, not in ten years. The planning portion should be completed within 3 to 4 years.

Ms. Elmiger suggested including who is responsible for the funding portion and where the funding will come from. She also indicated there should be examples of whom the various funding possibilities will come from, listed.

Comm. Saraswat asked for clarification of what the S & P stands for under the implementation –zoning plan section and Greta Bolhuis, ACDD, responded that "S" represents special and "P" represents permitted.

There was discussion on the various future land use categories.

Comm. Offerman was interested in bike paths leading to Hines Park being completed as soon as possible.

There was discussion on funding and grants for various road and multi-modal related funding projects.

Comm. Sisolak suggested starting with a study and a plan right away to make some progress towards the short and longtime multi-modal goals.

There was discussion on form based codes, keeping it focused on the areas that will have the biggest impact.

## 6. OLD BUSINESS

### a) City Commission Directed Review of Restaurant Parking Requirements

Sally Elmiger, planner will be looking at other Communities parking requirements, prepare a comparison and then make some recommendations & modifications to the current parking Ordinance. Ms. Elmiger indicated that while the City Commission did not prescribe an outcome such as increasing requirements. However, some in the community feel that the ordinances do not require enough parking particularly for restaurants. Ms. Elmiger explained that once the data of what other communities require compared to the City of Plymouth a data driven action plan can be developed for next steps, if any.

Comm. Myslinski asked about the calculated parking that was used for a new business on Starkweather and Mr. Buzuvis, CDD, answered that it was based upon usable floor area and not on the amount of tables or seating, and they also have two adjacent parking agreements with shared parking at the Jewelry store & also with the Church.

Wes Graff, Chamber of Commerce, indicated their greatest complaint on social media is parking. Mr. Graff has done some research of other Cities and what other Communities look at is the type of usage of a restaurant such as table food service, table food service with liquor & table food service with a bar. The restaurants with bars seemed to have a more intense usage and Mr. Graff felt that this should be included in our comparisons.

Comm. Myslinski indicated that the signage for the municipal parking deck gets lost in all the other signage downtown and suggested a brighter colored sign be used.

## 8. REPORTS AND CORRESPONDENCE

### a) Administrative Summary of Tree Ordinance

Mr. Buzuvis, CDD, explained he prepared the summary based upon trees with a higher dollar value.

The Planning Commissioners had discussion regarding the following subjects:

Comm. Saraswat was concerned about her subdivision located in New England Village having a lot of older trees that all seem to be dying and was curious how the City may handle such a situation.

Comm. Sisolak asked about the last sentence \*Note- Mayor Wolcott has asked the administration to review the ordinance and research and recommend changes due to several significant issues related to implementation of the language as written.

Comm. Sisolak asked if there were any significant issues? Mr. Buzuvis, CDD, answered there are conflicts such as the section that states: dead or diseased trees are not required to be replaced and in another section it reads dead or diseased trees must be replaced within six months.

## 9. ADJOURNMENT

**Comm. Silvers, supported by Comm. Kehoe, made a motion to adjourn.**

Meeting adjourned at 8:50 PM.

Respectfully Submitted,  
Marleta S. Barr,

