



City of Plymouth Planning Commission Regular Meeting Agenda

Wednesday, July 8, 2020 – 7:00p.m.

[Join Zoom Meeting](#)

<https://us02web.zoom.us/j/86326955089?pwd=VEc5UHB2clFaRGExT2NXbXcyMGZVZz09>

City of Plymouth
201 S. Main
Plymouth, Michigan 48170

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

[Join Zoom Meeting](#)

Website:

<https://us02web.zoom.us/j/86326955089?pwd=VEc5UHB2clFaRGExT2NXbXcyMGZVZz09>

Meeting ID – 863 2695 5089

Password- 197648

Statement of explanation of the reason why the public body is meeting electronically:

On March 10, 2020 the Governor of the State of Michigan declared a State of Emergency across the State of Michigan under section 1 of Article 5 of the Michigan Constitution of 1963, the Emergency Management Act, 1976 PA 390, as amended, MCL 30.401 – 421, and the Emergency Powers of the Governor Act of 1945, 1945 PA 302, as amended, MCL 10.31 – 33. These sections provide the governor with broad powers and duties to cope with dangers to this state or to the people of the state.

As a part of the response to the emergency, the Governor has deemed it reasonable and necessary to temporarily suspend rules and procedures relating to physical presence at meetings and hearings of public bodies and other governmental entities in Michigan. These public bodies and entities must continue to conduct public business during this emergency. Due to the emergency situation and the request of the Governor to not gather in groups of 10 or more it is necessary for some public boards to meet electronically.

1. CALL TO ORDER
 - a. Pledge of Allegiance
 - b. Roll Call
2. CITIZENS COMMENTS
3. APPROVAL OF THE MINUTES
 - a. Approval of the June 15, 2020 Regular Meeting Minutes
4. APPROVAL OF THE AGENDA
5. COMMISSION COMMENTS
6. NEW BUSINESS
 - a. SP 20-01: 555 Forest, Barrio Restaurant, (Special Use and Site Plan Review)
7. OLD BUSINESS
 - a. PUD 15-01: 550 N. Holbrook, Starkweather School, (PUD Amendment Review)
 - b. Rooftop Dining Ordinance Review
8. REPORTS AND CORRESPONDENCE
9. ADJOURNMENT

Citizen Comments - This section of the agenda allows up to 3 minutes to present information or raise issues regarding items not on the agenda. Upon arising to address the Commission, speakers should first identify themselves by clearly stating their name and address. Comments must be limited to the subject of the item.

Persons with disabilities needing assistance with this should contact the City Clerk's office at 734-453-1234 Monday through Friday from 8:00 a.m. -4:30 p.m., at least 24 hours prior to the meeting. An attempt will be made to make reasonable accommodations.

City of Plymouth Strategic Plan 2017-2022

GOAL I - QUALITY OF LIFE

OBJECTIVES

1. Support the neighborhoods with high-quality customer service
2. Engage in collaboration with private entities and surrounding municipalities to implement the [Joint Recreation Master Plan](#)
3. Improve communication with the public across multiple platforms
4. Maintain a high level of cleanliness throughout the City
5. Support and host a diverse variety of events that foster community and placemaking

ONE YEAR TASKS 2020-21

- Liquor/marijuana license review
- Rooftop seating review
- Adopt Downtown Development Authority (DDA) Master Plan and identify funding sources for implementation
- Begin implementation of Kellogg Park Master Plan with fountain replacement
- Establish format & requirements for public parks sponsorship
- Resident education programs on zoning basics, ordinance change and update, services, and recycling
- City webpage - create city-wide F.A.Q. "Index" page and push out link
- Increase social media presence – 1k new followers/subscribers/etc.
- Review and evaluate City truck routes
- Complete update to Special Events Policy

GOAL II - FINANCIAL STABILITY

OBJECTIVES

1. Approve balanced budgets that maintain fiscal responsibility
2. Advocate for increased revenue sharing with the State of Michigan
3. Encourage and engage in partnerships, both public and private, to share costs of services and equipment
4. Address the issue of legacy costs
5. Seek out and implement efficient and effective inter-departmental collaboration
6. Market our successes to attract new economic and investment opportunities

ONE YEAR TASKS 2020-21

- Actively promote and participate in the 2020 census
- Explore internal and external supplemental funding of legacy costs
- Target revenue enhancements for large-scale capital projects, including grants and millage
- Assist the Michigan Municipal League (MML) in facilitating and increasing support for state revenue sharing initiatives
- Redesign Capital Improvement Plan and evaluate future funding process for Equipment Fund
- Create a rate card for payment in lieu of paid parking
- Develop financial plan for public safety model
- Identify cost estimates, timeframe and potential funding sources for central parking deck
- Complete road bond sale – phase one

GOAL III - ECONOMIC VITALITY

OBJECTIVES

1. Continue to support and improve active, vibrant downtown branding
2. Support community and economic development projects and initiatives
3. Support a mix of industrial, commercial and residential development
4. Reference the [Master Plan](#) in economic decision-making

ONE YEAR TASKS 2020-21

- Continued administration of development projects and proposals including Wilcox Mill, Saxton's, Pulte, Starkweather School, Lumber Mart, and various residential builds
- Branding – consistency across all communications (email, letterhead, agenda)
- Provide annual process and risk-management training to all boards and commissions
- Continue implementing Redevelopment Ready Community (RRC) plan to achieve certification
- Develop list of transitional properties and utilize Michigan Economic Development Corporation (MEDC), Wayne County, others to market
- Explore marketing partnerships (schools, Chamber, hotels, available publications etc.)

GOAL IV - SERVICE AND INFRASTRUCTURE

OBJECTIVES

1. Support administration and staff by providing professional development opportunities, supplying resources, and maintaining a commitment to recruitment, retention and succession planning
2. Support and deliver safe and responsive emergency services
3. Maintain a sophisticated and responsive technology to communicate and manage data
4. Continually record, maintain, update, and improve City infrastructure

ONE YEAR TASKS 2020-21

- Administration to make parking recommendation to City Commission by end of first quarter
- Implement updates to parking system according to direction given by City Commission
- Actively engage employees for further career development for succession planning with special focus on the depth of Cultural Center staffing
- Continue Asset Management Plan
- Review Insurance Services Office (ISO) Report and International City/County Management Association (ICMA) Study & begin meeting to discuss viable options for the future delivery of emergency services
- Approve third version of agreement on sanitary sewer with Western Township Utilities Authority (WTUA) based on delay by Wayne County
- Develop multi-modal transportation policy to City Commission
- Implement 2020 street repairs
- Restore Commercial Motor Vehicle (CMV) enforcement
- Continue geographic information system (GIS) mapping of the City
- Define process/educate citizenry/pursue adoption/Implement form-based codes

2019 Planning Commission Goals
Adopted May 8, 2019

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



City of Plymouth

Planning Commission Meeting Minutes

Monday, June 15, 2020 – 5:15 P.M.
Online Meeting – Zoom

City of Plymouth
201 S. Main
Plymouth, Michigan 48170

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

1. ROLL CALL

Chair Sisolak called the meeting to order at 5:15 P.M.

PRESENT: Tim Joy (arrived at 5:20), Shannon Adams (arrived at 5:20), Adam Offerman (left at 5:55), Scott Silvers, Chuck Myslinski (left at 6:30), Jennifer Kehoe, and Karen Sisolak.

ABSENT: Joe Hawthorne, Hollie Saraswat

Also present was John Buzuvis, Community Development Director; Sally Elmiger, Planning Consultant; and Kelly O'Donnell, City Commission Liaison.

2. CITIZEN COMMENTS

None.

3. APPROVAL OF MINUTES

a) Comm. Kehoe, supported by Comm. Myslinski, made a motion to approve the May 13, 2020 regular meeting minutes, as presented.

MOTION APPROVED 6-0 WITH OFFERMAN ABSTAINING

4. APPROVAL OF AGENDA

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

MOTION APPROVED UNANIMOUSLY 7-0

5. COMMISSIONER COMMENTS

Comm. Kehoe asked about the status of the Wilcox Mill PUD.

Mr. Buzuvis explained FEMA had significant additional and costly requirements the applicant would be unable to meet and still be viable. He explained the applicant would not be able to continue with the project. He explained the sale of the property was not completed and the property is still owned by Wayne County.

Comm. Joy asked if the property owner also owns the dam.

Mr. Buzuvis explained that FEMA's requirements to develop the property included improvements to the tailrace and possibly the dam.

6. OLD BUSINESS

None.

7. NEW BUSINESS

a) Public Participation Plan

Mr. Buzuvis presented a brief overview of the document. He explained it was drafted as part of the Redevelopment Ready Communities certification process.

Board Discussion

Chair Sisolak asked if a public hearing was required to approve the presented plan.

Mr. Buzuvis explained that a public hearing was not required.

Comm. Joy asked if the plan would be applicable only to the Planning Commission or if the other Boards would also be required to follow this plan.

Mr. Buzuvis explained the plan's purview is related to development, but there would be some overlap across the boards.

Comm. Joy explained that he believed the Saxton's PUD was an example where additional communication should have been required between the City, City Commission, and the Planning Commission.

Comm. Kehoe agreed with Comm. Joy. She wanted this plan to help that process in the future.

Comm. Myslinski asked about the Redevelopment Ready Communities program and worried that streamlining the development process would take approval away from the Planning Commission at a time they felt left out of the conversation/approval process.

Mr. Buzuvis explained the RRC program aims to create a predictable development process. He explained the plan as presented was aimed at formalizing public participation in the planning process.

Chair Sisolak explained the RRC program formalizes the City's processes and makes it easy to understand to a developer.

Ms. Elmiger clarified that any developer must go through all the necessary steps for approval.

Comm. Myslinski expressed concern that approval of this plan would reduce the citizens input in the planning process and would give more authority to an administrative review and approval of generalized economic development.

Comm. Silvers encouraged Comm. Myslinski to review the MEDC resources available online.

Comm. Kehoe wanted Oddfellows to be added as a service club.

Chair Sisolak suggested adding required public participation and the applicable law to the matrix. She explained for the Board to go beyond the minimum they need to know what the minimum is. She suggested adding publish outcomes to the City's website.

Comm. Kehoe asked about tier 1, tier 2, and tier 3. It was clarified that the tiers related to the Communication Toolbox.

Comm. Joy identified a typo on page 2.

City Comm. Liaison O'Donnell expressed concern with Comm. Joy's statement that the Board was not prepared to vote on the Saxton's issue. She encouraged him to speak at the City Commission meeting to explain further.

Citizen Comments

Ellen Elliott, 404 Irvin, explained that once the City is certified as a Redevelopment Ready Community there are funding and marketing tools available to the City. She believes that those items could have been beneficial to the Saxton's project. She supported the plan and moving forward with the RRC certification.

Comm. Kehoe, supported by Comm. Offerman, made a motion to accept the Public Participation Plan, with the changes as presented.

MOTION APPROVED 5-2 WITH JOY AND MYSLINSKI VOTING NO

Comm. Offerman left the meeting.

b) Multi-Modal Transportation Policy

Mr. Buzuvis presented an overview of the policy.

Chair Sisolak explained the policy is the first step to approving complete streets.

Ms. Elmiger believed the policy should reference the complete streets section in the Master Plan.

Comm. Kehoe wanted crosswalk improvements and upgrades to be added, rather than just providing for maintenance of the existing crosswalks. She wanted additional crossing signals to be added. She wanted increased level of service to be added for lanes and crosswalks.

Comm. Silvers asked if the document was a guideline for how to proceed or if it was framework.

Mr. Buzuvis explained it was a commitment by the City to multi-modal transportation.

Comm. Kehoe asked if a road diet should be included as part of the list.

Chair Sisolak had suggested road diet be removed from the list as the list includes things that should be created or done, and a road diet is a method for how the things can be completed. She explained the road diet is how complete streets are accomplished, not a desired multi-modal item.

Citizen Comments

None.

Comm. Kehoe, supported by Comm. Myslinski, made a motion to forward the Multi-Modal Transportation Policy to the City Commission, with the changes as presented.

MOTION UNANIMOUSLY APPROVED 6-0

c) Rooftop Seating Ordinance

Mr. Buzuvis presented an overview of the ordinance changes. He explained the next step in the process would be for the Planning Commission to have a public hearing.

Comm. Kehoe expressed concern with outdoor seating in general and its impact on available parking. She believed that outdoor dining constituted a change of use and was not equitably enforced. She asked how the City can prevent three or four seasons seating from occurring.

Ms. Elmiger suggested requiring exactly 42" wall or fencing.

Comm. Myslinski was concerned about potential architectural changes which may include temporary roof structures and exaggerated parapet walls.

Ms. Elmiger suggested reevaluating the height overlay requirements.

Mr. Buzuvis explained there was an additional layer of approval required for aesthetics by the Historic District Commission.

Comm. Myslinski was concerned with potential increase noise in neighborhoods and the look of temporary coverings which may be rolled up or down for use.

Ms. Elmiger suggested adding specific requirements for temporary and permanent structures and absolute height including any coverings relative to what is around it.

Comm. Kehoe thought the time restrictions were too late, she felt that limitations on area should be included, and that restrictions on coverings should including sides.

Comm. Joy suggested requiring the removal of any roofing or sides on November 1.

Comm. Adams asked how rooftop safety was going to be handled. He asked about umbrellas on the roof and potential liability of flying umbrellas.

Ms. Elmiger did not believe restaurants should not have to choose between rooftop dining and sidewalk cafes.

Comm. Myslinski believed that outdoor dining impacted parking and wanted to be mindful of any additional impact on the parking supply.

Comm. Kehoe explained that patios have the advantage because they do not have the 50% parking requirement.

Chair Sisolak wanted the Board to consider and address the permanency issue and the aesthetics and potential changes to building character.

Comm. Silvers explained the Building Code does have requirements for safe rooftop dining. He believed that rooftop dining might provide additional socially distant dining options should the pandemic continue.

Comm. Kehoe wanted the rooftop dining to be treated like any other restaurant space. She explained they were temporary in nature and any permanency should be handled differently.

Comm. Myslinski suggested using "parapet" instead of "wall".

Comm. Silvers agreed and explained that form-based codes could be a solution to the possible concerns over aesthetics.

Mr. Buzuvis explained he would make the necessary changes and presented them to the Board next month.

Comm. Myslinski left the meeting.

Citizen Comments

Ellen Elliott, 404 Irvin, was concerned about parking. She appreciated the Board's consideration of temporary structures.

8. REPORTS AND CORRESPONDENCE

Mr. Buzuvis told the Board to stay tuned for next month's meeting. He stated the meeting may be on Zoom, it may be in a local park, or it may be in the Commission Chambers.

Chair Sisolak asked if there were any conflicts with attendance of the July 8 meeting.

9. ADJOURNMENT

Hearing no further business, a motion was made by Comm. Joy, supported by Comm. Kehoe to adjourn the meeting at 6:45 PM.

MOTION APPROVED UNANIMOUSLY 5-0



Plymouth Planning Commission Notice

Wednesday, July 8, 2020 - 7:00 p.m.
Plymouth City Hall Commission Chambers

City of Plymouth
201 S. Main
Plymouth, Michigan 48170

www.plymouthmi.gov
Phone 734-453-1234 x 232

A Zoom meeting of the Planning Commission will be held on Wednesday, July 8, 2020 at 7:00 P.M. in the Commission Chambers of the City Hall, 201 S. Main Street, Plymouth, MI.

Alternate Location or Zoom Meeting possible per the Governor's Executive Order related to gatherings / social distancing.

SPECIAL USE AND SITE PLAN REVIEW:

SP 20-01 555 Forest Street
Zoned: B-2, Central Business District
Applicant: Dean Rovinelli

All interested persons are invited to attend.

In compliance with the Americans with Disabilities Act, the City of Plymouth will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting/hearing, to individuals with disabilities. Requests for auxiliary aids or services may be made by writing or calling the following:

Maureen Brodie, ADA Coordinator
201 S. Main Street
Plymouth, MI 48170, (734) 453-1234, Ext. 234



Carlisle | Wortman
ASSOCIATES, INC.

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

Date: July 1, 2020

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

Applicant: Dean Rovinelli
555 Forest Avenue
Plymouth, MI 48170

Project Name: Barrio Restaurant Expansion

Plan Date: Floor Plans: March 3, 2020
Elevations: January 21, 2005

Location: 555 Forest Avenue

Zoning: B-2 – Central Business District

Action Requested: Special Land Use Amendment and Site Plan Approval

Required Information: Any deficiencies are noted in the report.

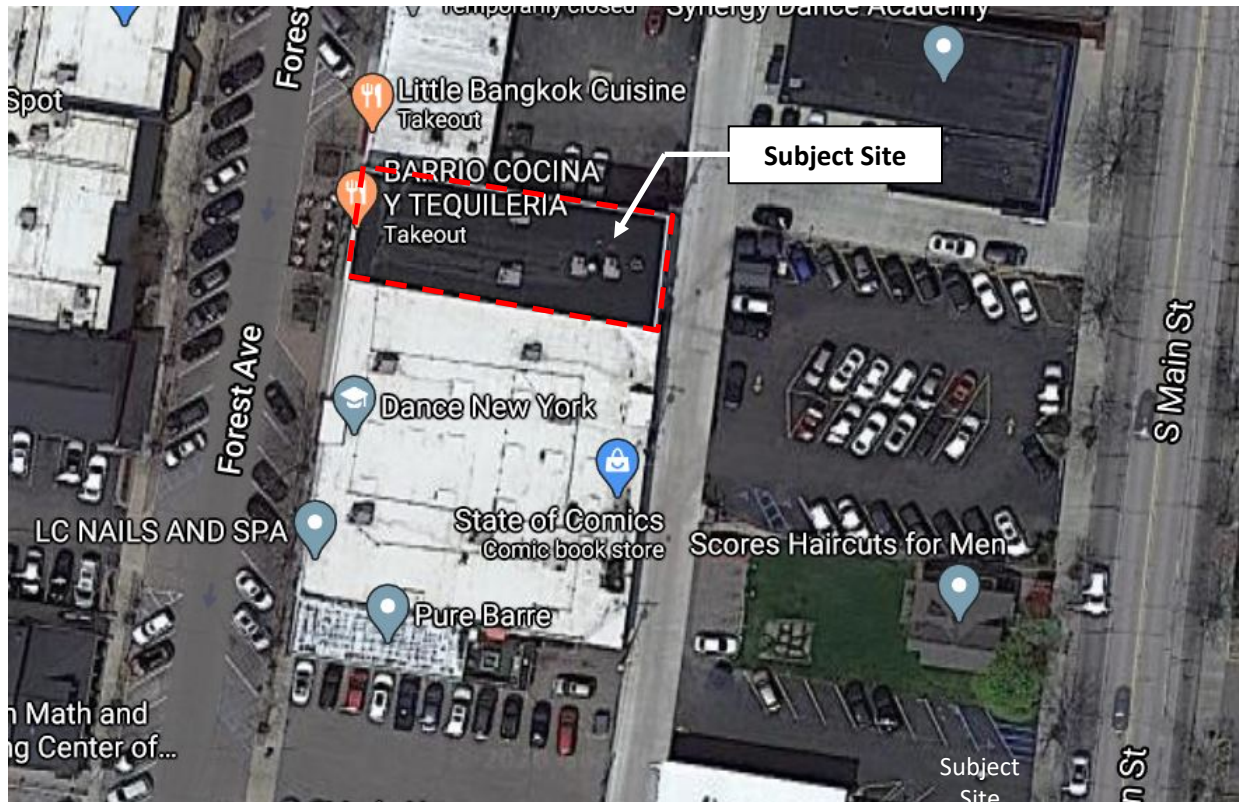
PROJECT AND SITE DESCRIPTION

The applicant is proposing to expand their existing restaurant into the first floor of the adjoining unit of the building by 1,053 square feet. The restaurant already occupies the mezzanine level of the adjoining unit. No exterior changes are proposed.

Since restaurants serving alcohol are considered a Special Land Use in the B-2 District, the ordinance requires that any increase in square footage of such an operation shall be subject to an amended Special Use Permit.

An aerial of the subject site is shown in **Figure 1** on the following page.

Figure 1. Subject Site



Source: Google Maps

The applicant submitted a similar proposal in May 2015, but withdrew it before the Planning Commission had an opportunity to discuss the proposal.

SPECIAL LAND USE STATUS

The applicant proposes to expand their restaurant business, which serves alcohol. This use is a Special Land Use and must meet the Special Land Use standards in Section 78-281. In addition, the B-2 Central Business District (in Section 78-102) includes six standards for restaurants serving alcohol that also need to be met.

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

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

CWA Comment:

We believe the 2018 Master Plan supports expansion of a restaurant. The proposed project meets some of the land use goals for the Downtown subarea, including

- Encouraging a mix of land uses including retail, restaurant, office, residential, park and public uses.
- Calling for the continued growth and development of downtown Plymouth
- Encouraging outdoor cafés. The existing restaurant currently operates a seasonal outdoor eating area in front of the building.

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

CWA Comment:

The main level of the restaurant is being expanded into an existing building. Therefore, the appearance and character of the building will not change or have a detrimental impact to the character of the area.

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

CWA Comment:

The plans don't provide any information about how the occupancy of the restaurant will change with the expansion. This information should be provided. The Building Official will also review the building plans to ensure all building and fire codes are complied with.

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

CWA Comment:

The building to the south of the existing restaurant is occupied by a dance studio, comic store, and nail salon. The building north of the new restaurant space is another restaurant (Little Bangkok Cuisine). Other businesses along Forest Avenue include a mix of retail, service, and restaurant uses. We believe the expanded restaurant will be compatible with adjacent uses, and promote the use of land in a socially/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.**

CWA Comment:

Essential public services have been established to serve the previous retail use. If any additional changes are necessary, the City Engineer and/or Building Official will ensure these changes are made.

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

CWA Comment:

As mentioned above, the use will occupy an existing building, which is relatively new. As this restaurant is expanding based on its business success, we don't believe it will significantly decrease property values of surrounding properties.

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

CWA Comment:

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

We have also evaluated the proposal against the requirements of Section 78-102(2) for restaurants serving alcohol. Our comments regarding each are provided below:

- (a) No more than 10 seats shall be allowed at the bar.**

CWA Comment:

The submitted floor plans show 10 seats at the new bar, meeting this requirement.

- (b) Alcohol shall be served only to seated patrons or persons standing in the designated standing area as outlined in 78-102(2)(c) [below].**

CWA Comment:

This standard should be a condition of the Special Use Permit (after Public Hearing). The applicant will be responsible to ensure that alcohol is only served to seated patrons or patrons standing in the designated standing area.

- (c) The standing area adjacent to the bar shall not exceed 150 square feet.**

CWA Comment:

The floor plans do not indicate a designated standing area. However, the area on the west end of the bar (closest to Forest Ave.) could be used for standing, and is approximately 78 square feet. The area on the west end of the bar (farthest from Forest Ave.) is a waitress station with a cash register opposite the station. Therefore, no one could practically stand there without getting in the way of the staff. The applicant should confirm that standing will be allowed at the west end of the bar only, and the standing location should be noted on the site plan.

- (d) No dance floor or dancing area allowed.**

CWA Comment:

The proposed floor plans do not show any dancing area.

- (e) **The bar, lounge, or restaurant serving alcohol shall be restricted to a specific size and square footage. Any increase in square footage or expansion of restaurant operations which serve alcoholic beverages shall be subject to a new or amended special use permit.**

CWA Comment:

Through this application, the applicant has applied for an amended Special Use Permit.

- (f) **The Community Development Director shall request a report from the City’s Director of Public Safety regarding the possible impacts of the establishment serving alcoholic beverages. The planning commission shall consider this report in their evaluation of the request for special land use approval.**

CWA Comment:

We defer this item to the Community Development Director.

In summary, we consider the proposal to meet the criteria for the standards in 78-281 and 78-102(2). However, some additional information is required.

Items to be Addressed: 1. Provide information about how the occupancy of the restaurant will change with the expansion. 2. Applicant should confirm that standing will be allowed at the west end of the bar only, and site plan updated to clearly indicate location of standing area. 3. We defer providing a report from the City’s Director of Public Safety to the Community Development Director.

SITE PLAN REQUIRED INFORMATION

Per Section 78-247, the submission shall show specific site information. However, the applicant is not making any changes to the site. They are only expanding their use inside the building. Therefore, we don’t consider a site plan to be necessary, but the ordinance does require that the applicant show that parking requirements are met.

The applicant has provided additional information providing parking calculations. See the next section of this review for our comments.

Items to be Addressed: None.

PARKING, LOADING

The existing unit is occupied by the Barrio Cocina Y Tequileria restaurant on the main level and mezzanine level. It also occupies the mezzanine level in the adjacent unit. The new bar area in the adjacent unit measures 1,053 square feet. This building is served by the large parking lot behind the building (to the east, adjacent to Main Street).

The parking lot that serves the restaurant is also used by the adjacent building to the south. The adjacent building is occupied by the Dance New York Studio, State of Comics, and LC Nails Salon. All three uses are considered “retail” uses.

Section 78-270 describes parking requirements for buildings in the B-2, Central Business District. Per the Community Development Director, this site has zero (0) parking credits assigned. **Table 3** below summarizes the required and provided parking spaces for this site, and the other building to the south that shares this parking lot. Note that the gross square footage for the adjacent building was obtained from Plymouth’s Assessing Records. Also, parking requirements are based on “gross floor area,” which is defined as:

“Floor area: Where floor area is the unit for determining the required number of off-street parking spaces, said unit shall mean the gross floor area, except that floor area’s within the principal building used for parking, incidental service and storage, housing of mechanical equipment, heating systems and similar uses need not be included.”

Table 3. Parking Requirements

	REQUIRED	PROVIDED
Retail (Dance, Comics, Nails)	1 space/ 500 sq. ft. gross floor area (11,992 x 80%) = 9,592 sq. ft./ 500 = 19 spaces	19 spaces
Barrio Restaurant (including new space)	1 space/250 sq. ft. gross floor area 3,682 / 250 = 15 spaces	16 spaces
TOTAL	34 spaces	35 spaces
Deficiency/Surplus:		+1 space

The expanded bar/eating area will not change the loading/unloading activities, which occur in the alley behind the restaurant.

Items to be Addressed: None.

OTHER SITE PLAN TOPICS

As mentioned above, the applicant is not proposing to make any changes to the exterior of the building, or of the site. Therefore, there are no proposed changes to:

- Site access and circulation
- Lighting
- Dumpster/Refuse
- Signs

Items to be Addressed: None.

FLOOR PLAN AND ELEVATIONS

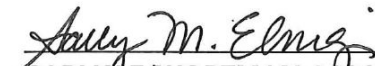
Floor plans of the proposed restaurant have been provided. Elevations that illustrate the current exterior of the building are also provided.

Items to be Addressed: None.

RECOMMENDATIONS

In our opinion, expanding the restaurant use will increase the vibrancy of this part of the Downtown. We would recommend the Planning Commission set a Public Hearing, conditioned upon the following information being provided:

1. Provide information about how the occupancy of the restaurant will change with the expansion.
 2. Applicant should confirm that standing will be allowed at the west end of the bar only, and site plan updated to clearly indicate this area.
 3. We defer providing a report from the City's Director of Public Safety to the Community Development Director.
-



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

152-2004

cc: John Buzuvis
Marleta Barr

JUN 15 2020

CITY OF PLYMOUTH
 SITE PLAN REVIEW APPLICATION

CITY OF PLYMOUTH
 COMMUNITY DEVELOPMENT

Community Development Department
 201 S. Main Street Plymouth, MI 48170
 Ph. 734-453-1234 ext. 232
www.plymouthmi.gov

I. Site/Project Information

Site Address 555 FOREST AVE	Current Zoning Classification B2	Date of Application 6/2/20
--------------------------------	-------------------------------------	-------------------------------

Name of Property Owner DAVID FIELD FOREST STREET SHOPS, LLC	Phone Number 248-737-0000	
Mailing Address 31390 NW HWY	Email Address (Required) dfield@crossfinancialgroup.com	
City FARMINGTON HILLS	State MI	Zip Code 48334

II. Applicant and Contact Information

Indicate Who the Applicant Is. If Property Owner, Skip to Section III.	Architect	Developer	Engineer	Lessee
Applicant/Company Name DEAN ROVINELLI	Phone Number 734-776-3325			
Applicant/Company Address 555 FOREST AVE	City PLYMOUTH	State MI	Zip Code 48170	
Email Address (Required) info@barrioplymouth.com				

III. Site Plan Designer and Contact Information

Site Plan Designer Company Name PHILIP J. HILL	Phone Number 248-960-4923			
Company Address 3265 THEODORE E.	City WIXOM	State MI	Zip Code 48393	
Registration Number 1301034171	Expiration Date	Email Address (Required) philhill19162@sbcglobal.net		

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

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

V. Historic District

Is this project located in the Historic District?
 Yes No

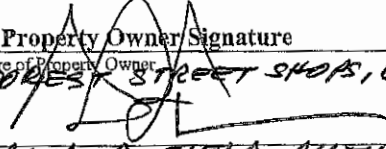
VI. Description of Work

INTERIOR CHANGES TO FRONT HALF OF ADJACENT SPACE (551 FOREST AVE).
 CHANGES INCLUDE RELOCATING BAR, MOVING SEATING FROM CURRENT SPACE TO ADJACENT SPACE, PAINTING, REFINISHING FLOOR. NO EXTERIOR CHANGES.

VII. Applicant Signature

Signature of Applicant 	Date 6/2/20
---	----------------

VIII. Property Owner Signature

Signature of Property Owner FOREST STREET SHOPS, LLC  DAVID R. FIELD, AUTHORIZED SIGNER	Date 6/5/2020
---	------------------

Subscribed and sworn before me this _____ day of _____, 20_____.

Notary Public: _____

My Commission expires: _____

IX. Site Plan Review Checklist

Please include the following applicable information on the site plan.		YES	NO	N/A
1.	Correct scale	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Name of person preparing plan*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Date, north point	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Property line dimension	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Street right-of-way widths	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6.	Existing utilities (sewer, water, gas, etc.) and easements	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7.	Show adjacent property and buildings, including zoning	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8.	Existing topography, trees and other features	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9.	Off-site ground, parking lot, roadway, driveway and/or structure elevations for minimum distance of 50 feet	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10.	On-site grid of maximum 100 feet intervals each way (closer where rolling terrain warrants) and minimum 2.0 feet contours	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11.	Location of new structures including side and front yard setbacks and building length and width (show a general floor plan)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12.	Number of dwelling units per building	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
13.	Height of structure	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14.	Percent one room apartments (efficiencies)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15.	Total number of rooms if multiple-family	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16.	Parking requirements met (See Section 78-720)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
17.	Number of units and bedrooms each building	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
18.	Parking lot layout (showing paved area) including ingress and egress and service area	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19.	Parking lot space dimensions	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
20.	Loading and unloading space	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21.	Site grading and drainage plan (on-site elevations for pavements, drives, parking lots, curbs, sidewalks and finish grade at bldg.)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
22.	Utility connections (sanitary sewer, water, storm sewers)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Please include the following applicable information on the site plan.		YES	NO	N/A
23.	On-site storm water retention	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
24.	Fire hydrants within 300 feet (on- and off-site)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
25.	Sidewalks and elevations	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
26.	Sedimentation and erosion control plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
27.	Landscape plan showing plant materials to be used	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
28.	Sign requirements met	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
29.	Require walls and fences or greenbelts	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
30.	Corner clearance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
31.	Service drive needed	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
32.	Acceleration lanes and traffic pattern	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
33.	Trash receptacle locations including screening type and height	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
34.	Mail box locations	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
35.	Air conditioner unit locations	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
36.	Special site features (play areas, pools, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
37.	Handicapped facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
38.	Building elevation drawings	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

For Office Use Only

		YES/DATE	NO	N/A
1.	Pre-Application Meeting			
2.	Digital Copy of Application Package			
3.	Public Hearing Notice			
4.	CWA Review			
5.	Municipal Services Review			
6.	Fire Department Review			
7.	Engineering Review			



33 PARKING SPOTS + 2 HANDICAP SPOTS

GROSS FLOOR SERVICE AREA: 2504 SQ FT / 250 SQ FT = 10 SPACES

GROSS FLOOR AREA: 3682 SQ FT / 250 SQ FT = 14.7 SPACES

- **ARTICLE XXII. – PARKING, LOADING REQUIREMENTS**

- **Sec. 78-270. - Off-street parking requirements.**

(9)

For those uses not specifically mentioned, the requirements for off-street parking facilities shall be in accord with a use which is similar in type as noted in section 78-271 below.

Units and methods of measurement. For the purpose of determining off street parking requirements, the following units of measurement shall apply:

A Floor area: Where floor area is the unit for determining the required number of off-street parking spaces, said unit shall mean the gross floor area, except that floor area's within the principal building used for parking, incidental service and storage, housing of mechanical equipment, heating systems and similar uses need not be included.

B Employees: For requirements stated in terms of employees, the calculation shall be based upon the maximum number of employees likely to be on the premises during the largest shift.

(10)

Parking requirements within the B-2 central business district.

a.

Within the B-2 central business district only, parking required for principal uses permitted or special land uses permitted (Sections 78-101 and 78-102) shall be based upon a parking rate according to the following schedule:

Restaurant	One space for each 250 sq. ft. of gross floor area
------------	--

The planning commission and/or city commission may also consider previously assigned parking credits established by payment in lieu of parking or by other previously approved parking arrangements recognized by the city. It is the responsibility of the property owner or applicant to provide written documentation on the existence of prior parking credits. These credits or payments in lieu of parking may be considered for fulfilling all or a portion of the off-street parking requirements of subsection 78-270(10).

PLYMOUTH POLICE DEPARTMENT MEMORANDUM

TO: JOHN BUZUVIS, COMMUNITY DEVELOPMENT DIRECTOR
FROM: A.L. COX, DIRECTOR OF PUBLIC SAFETY *A.L. Cox*
SUBJECT: PLANNED EXPANSION OF THE LOCALE LLC, DBA BARRIO COCINA Y TEQUILERIA
DATE: 7/1/2020

Per City Ordinance 78-92(4)(b), you requested that I review the planned expansion of The Locale LLC, currently doing business as Barrio Cocina Y Tequileria. The review was narrowly focused on the impact to public safety only.

The Locale LLC currently operates under a Class C and a Specially Designated Merchant (SDM) liquor license with the following permits: Sunday Sales (PM) and Outdoor Service Area. Their license type provides for the service of beer, wine, spirits and mixed drinks. The licensee is requesting approval to add 1000 square feet of space to their current establishment. This additional space would be located on the first floor of the existing structure, which had previously been occupied by another small business. Based on information provided by the licensee, the additional requested space would allow for a larger customer service area.

While the increase in square footage will allow for additional capacity, based on the provided drawings and description of the overall service layout, there do not appear to be any issues that would inhibit management's ability to observe and manage customers. It should also be noted that this establishment has an excellent history in proper management of a liquor licensed establishment and cooperation with various departments in the City, including the police department. Additionally, this establishment has no history of violations with the Michigan Liquor Control Commission (MLCC).

Based on the provided plans and input from the licensee to date, and the above stated reasons, I see no negative impact on public safety. Should alterations or amendments to those plans be made, the changes should be reviewed specifically with an eye toward any additional increase in customer capacity that could inhibit management's ability to observe patrons.

If you have any questions or concerns, please let me know. Thank you for your time and attention.



Carlisle | Wortman
ASSOCIATES, INC.

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

MEMORANDUM

TO: City of Plymouth Planning Commission

FROM: Sally M. Elmiger, AICP, LEED AP

DATE: June 30, 2020

RE: Starkweather School PUD – Proposed Amendment

The Starkweather School Planned Unit Development was approved in 2016, and contains three public benefits in exchange for flexibility in apply the zoning requirements. The benefits include preservation of Starkweather School, a small park (subject of this request), and an easement for future access to Hines Drive in the small park.

The applicant is requesting to extend the existing parking lot from the adjoining office property into the small park that is part of the Starkweather School PUD. The reason for the parking expansion is that the current use of the adjoining site -- while it meets ordinance requirements -- cannot accommodate the current number of vehicles for their tenants.

A similar amendment was requested in December 2018, and again in March 2020. The March plans are very similar to the current submission, except for the following:

1. One new parking space at the end of the large lot (east side, abutting 12 existing spaces) has been eliminated.
2. Slightly more square footage (1,350 s.f.) has been added to the land swap area on the steep slope to the east of the large lot.
3. The previous plans included the sidewalk in the “area of park encroachment” (2,306 s.f.). This plan doesn’t (1,635 s.f.). If the sidewalk were kept in this calculation, the difference in park encroachment between the previous submission and this submission would be 160 s.f.

At the March Planning Commission meeting, the Planning Commissioners postponed the PUD amendment request. They also conditioned postponement on re-submitting accurate drawings of the proposal reflecting verbal changes offered by the applicant, and a submittal packet that addresses the issues raised by the Planner as well as discussed by the board.

The applicant verbally offered the following changes at the March meeting:

1. Welcoming garden-style entrance
2. Screen wall or fence along lot 19 to screen it from the parking lot, and potential lights.
3. If additional parking lot lights are required during site plan review, they will have house-side shields with dimming system.

One change asked for by the Planning Commission is for a gateway to be provided off the road.

PUD Eligibility

The small park (and public access to Hines Drive) at the southeast corner of the site was offered by the applicant as two of three public benefits to justify the Planned Unit Development treatment. The narrative provided by the applicant in response to the PUD criteria (received by the City on May 1, 2015) states the following:

Criteria 1: Grant of the planned unit development will result in one (1) of the following:

- a. A recognizable and material benefit to the ultimate users of the project and to the community, where such benefit would otherwise be unfeasible or unlikely to be achieved without application of the planned unit development regulations;**

APPLICANT’S RESPONSE: Our proposal includes 3 benefits: 1) preservation of the Starkweather School and to repurpose it as a multi-family building; 2) a pledge to provide a public access, either on or off site, to connect to Hines Drive; and 3) improve a small park on the east side of the proposed development.

The Planning Commission approved this as part of the “PUD Eligibility.”

Final Site Plan Approval

At the August 12, 2015 Planning Commission meeting, the Planning Commission granted Final Site Plan Approval, conditioned upon the applicant supplying a number of informational items on the site plan that would be reviewed administratively by the City’s staff and consultants.

One item related to the small park was described as follows:

The easement for the sidewalk/bike path connection to Hines Park added to the underground detention area.

The detention area is shown in the small park, and has been installed. The 20-foot wide easement is not shown on plans. However, a 20-foot dimension is provided. We assume that this is illustrating that there is 20-feet of space allocated for pedestrian movements (comprised of a 7-foot wide concrete sidewalk segment, and 13-feet of open space adjacent to the new parking spaces).

PUD Agreement

Once the PUD received Final Site Plan approval, the project was sent to the City Commission, who approved the project along with a PUD Agreement. The agreement identifies “underground storm retention, which will include open space” as an element of the project.

PUD Ordinance

Per Section 78-318 of the Zoning Ordinance, a change in land use which is different than land uses previously approved in the PUD shall be re-submitted to the Planning Commission, and a new public hearing shall be required.

The proposed land use change is reducing the park and eliminating the access easement, and replacing them with a parking lot.

Carlisle/Wortman Comments

We have the following comments regarding this request:

1. The PUD is to develop multi-family and single-family residential units on this site. A parking lot extension to serve the adjoining office use is not consistent with the overall plan concept or intent.
2. The park constitutes one of the three public benefits that the Planning Commission used to determine PUD Eligibility. This proposal reduces the desirability of the “park” by placing parking in it.
 - It reduces the “usable” part of the park. Additional land to the east of the existing parking lot (a flat portion and a steeply sloped portion) are shown as additions to the park. If this area is to be considered “park,” then the plans have to delineate how the area will be improved so that people can use it. We recommend:
 1. Preparation of the area, and installation of turf grass.
 2. Fence or other barrier between the park and the parking lot, and the park and the rear property lines of Lots 17 - 19 that identifies the extent of the park.This information should be shown on a future site plan if the Planning Commission schedules a Public Hearing.
 - The space from the rear of the lots is not visible from the street, and in our opinion, isn’t as safe for children’s use.
 - A portion of the space on the east side of the existing parking lot has slopes of 16% and isn’t usable.

We consider the park as approved is integral to the PUD plan, and an important component to justify the deviations from the ordinance that this project was granted.

As recommended in our previous review, we consider an appropriate “land swap” would be to eliminate Lot #19 and use this property as the “park” approved as part of the PUD.

3. A second public benefit in this area is a 20-foot easement across the park to establish a connection with Hines Park. The Planning Commission, and applicant, stated that an entry way needed to be established at the street regarding this easement. No entryway features are shown. The easement also needs to be drawn on the plans.
4. Regarding the proposed parking lot:
 - a. The proposed parking lot is located on top of the stormwater structure. We requested that an engineer certify that a parking lot and screening (trees/fence) could be constructed on top of the stormwater structure. The submission includes a memo from an engineer, stating that the structure is located between 2-3.5 feet deep, and a parking lot and trees could be installed over the structure, as long as Wayne County approved it. Footings for a wall or fence would require a depth of 42-inches, which wouldn’t work. Arborvitae trees (minimum height of five-feet per ordinance) would need a hole of approximately 18-inches deep, which would work.
 - b. The plans have been modified to extend the parking spaces to the required 20-feet.
 - c. Section 78-203(3)(d) of the ordinance requires a 15-foot buffer between the parking lot of an office that is adjacent to a land principally used or zoned for residential purposes. There is no buffer between the PUD and the parking lot, as the lot is encroaching into the PUD property. This would be considered an additional deviation to the PUD.

- d. This new section of parking would most likely require additional lighting. This would impact the residential neighbor.
5. At the Planning Commission meeting, the previous property owner explained why it wasn't possible to locate additional parking spaces on the office property.

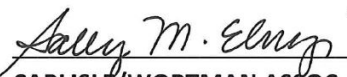
We still consider constructing a parking lot to serve the adjoining property to be inconsistent with the overall concept or intent of this residential PUD. The Planning Commission approved deviations from the ordinance in exchange for public benefits. With this proposal, one of the three benefits offered by this project will be diminished, and the proposal is locating a parking lot in the park.

We consider the park an integral and important element of the PUD, both for eligibility purposes and to provide common open space to the residential homes that will occupy the site. The park as currently configured has usable space that is easily accessible and visible from the street. It is the only green space offered by the PUD, and it is the location of the access easement to Hines Park. It also provides a buffer between a residential use and a very large parking lot. Also, the park was to be "improved" as indicated in the applicant's narrative.

For these reasons, we do not recommend amending the PUD to accommodate a parking lot on this site.

If, on the other hand, the Planning Commission considers the proposal to be consistent with the PUD, then the next step is to schedule a Public Hearing. We would recommend that any motion to schedule a Public Hearing be conditioned upon the applicant providing a modified Site Plan showing the proposed improvements to the park area (entryway to park at street, easement for access to Hines Park, location of turf grass, and location of fencing) for the Public Hearing.

If the City Commission approves the PUD amendment, the office property owner will need to seek and obtain Site Plan approval for the expanded parking lot.



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

**Starkweather School
Revised Submittal for Park Area**

Based on discussions from the last hearing, where the Planning Commission allowed for a tabling of the request to clarify and address certain issues, we (Curtis-Plymouth and Parkview Properties) submit the following:

1. **Signed letter from certified engineer**, spelling out the requirements for any parking over the storm structures.
 - This letter was suggested by Sally Elmiger in her review but was not obtained timely for the Planning Commission hearing
2. **Parking lane depth** – 20' (req'd) vs 18' (proposed). This submittal revised the proposed parking to the requisite 20' depth.
3. **More usable park space** – The point was made that the proposed additional area was not usable as “park” space due to its slope. We included this area due to i) its natural features and ii) the fact that it plateaus so that it could be used as a sitting area for the benefit of views to Hines Park and the surrounding area.

However, taking Planning Commissioners' comments into account, Parkview Properties added a large, contiguous, flat area for the benefit of a more usable and accessible park.

- The additional park area is roughly 8,247 square feet
 - The overall park area is now X square feet, increasing the park by almost 30% and very usable open space as well as natural features
4. **Screening and/or other plantings**
 - a. As depicted on the revised plan, a row of arbor vitae would be planted along the property line of lot 19 and the parking area.
 - b. The plan shows for screening along the entire property line of lot 19. We would propose either a vinyl or wooden fence but leave the Planning Commission to determine what it requires for adequate screening

Other notables:

- The parking area over the storm structures would be subject to and limited by any and all Wayne County requirements
- Site lighting on the parking lot would be improved and take into consideration the amount of light cast on the single family
- The 20' easement for the benefit of access to Hines Park remains

TRANSMITTAL SHEET

Anthony S. Nestor, P.E.
1071 Thorn Ridge Drive
Howell, Mi 48843
Phone: 810-217-9156

Date: 3-16-20	Number of pages (w/ cover) 1
To: Mark Menuck – Curtis Builders, Mi.	From: Anthony Nestor, P.E.
Regarding: Starkweather Site in Plymouth, Mi. 409 Plymouth Drive- Plymouth, Mi.	

Mark:

In discussion with that has a recently installed UDS system (7-2019) originally planned as a greenbelt area.

There was a request if this area could be transformed into a parking area.

The easiest answer is yes - As a 114 inch UDS system requires 18 inch of compacted engineering soils above the pipe to achieve IIS-20 loading.

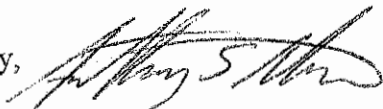
The system was approximately installed in July of 2019 as the final design was approved and permitted by Wayne County Permit office. The UDS system consists of 12 gauge Aluminized Type II coated 114 inch diameter CMP with the amount of non-organic soil cover over the system will vary between 3.5 feet (NW end) to 2.0 feet of soil cover (Outlet manhole).

Minimum cover over 114 inch CMP UDS must be 18 inches of compacted engineering materials and add the thickness of the bituminous concrete pavement over system for minimum cover requirements.

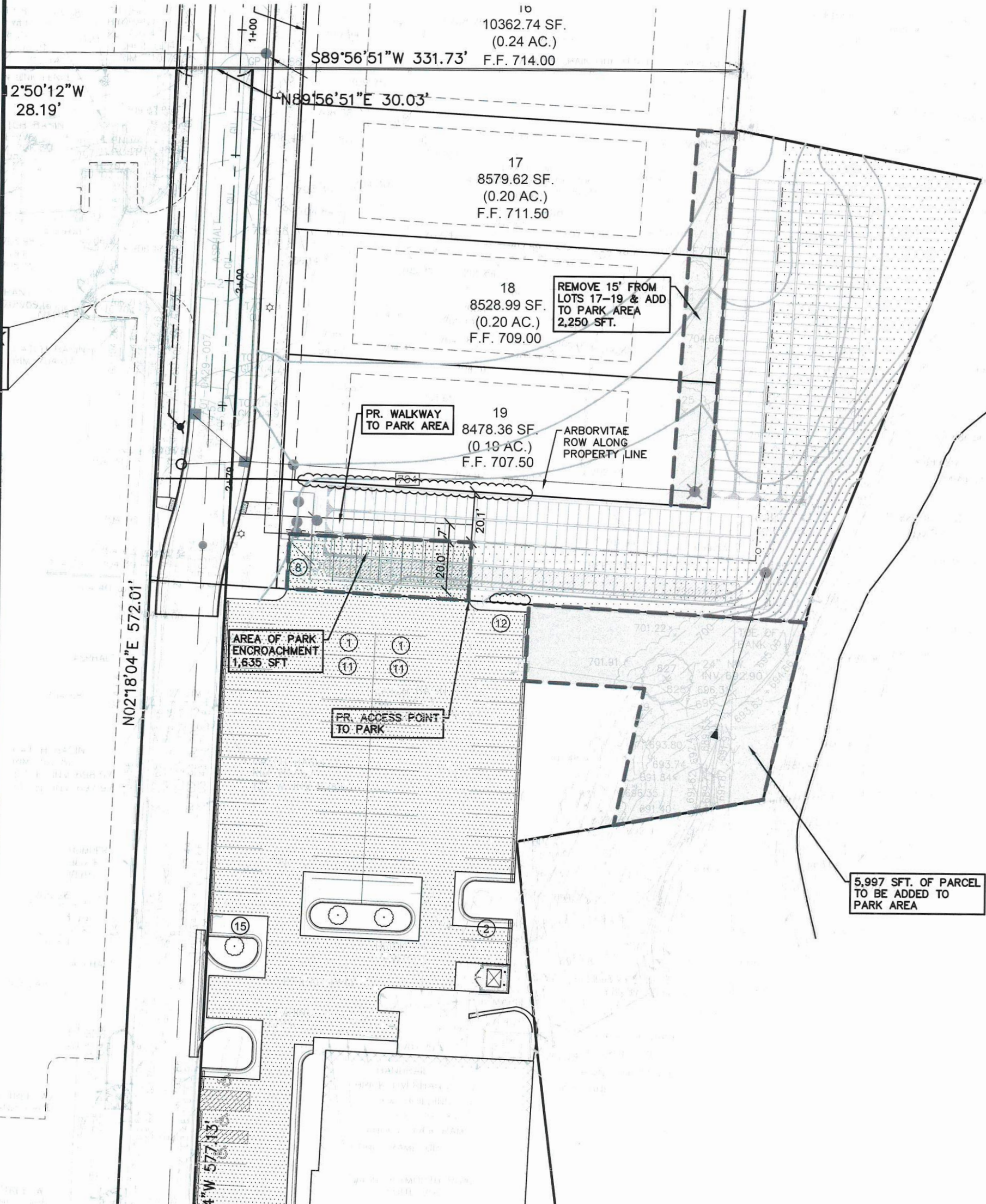
For placing trees and over vegetative species over the UDS system, we recommend a barrier layer be placed between the system and the plant species such as a 40 or 60 mil one-piece HDPE liner. The liner design and extent and other details is generally based on the plant size and species, as designed and submitted by the Landscaper or Licensed Arborists.

Please contact me at (810) 217-9156 if you have additional questions regarding this subject.

Sincerely,



Anthony S. Nestor, P.E.
Regional Sales Engineer
Contech Engineered Solutions, LLC.




NF ENGINEERS
 NOWAK & FRAUS ENGINEERS
 46777 WOODWARD AVE.
 PONTIAC, MI 48342-5032
 TEL. (248) 332-7931
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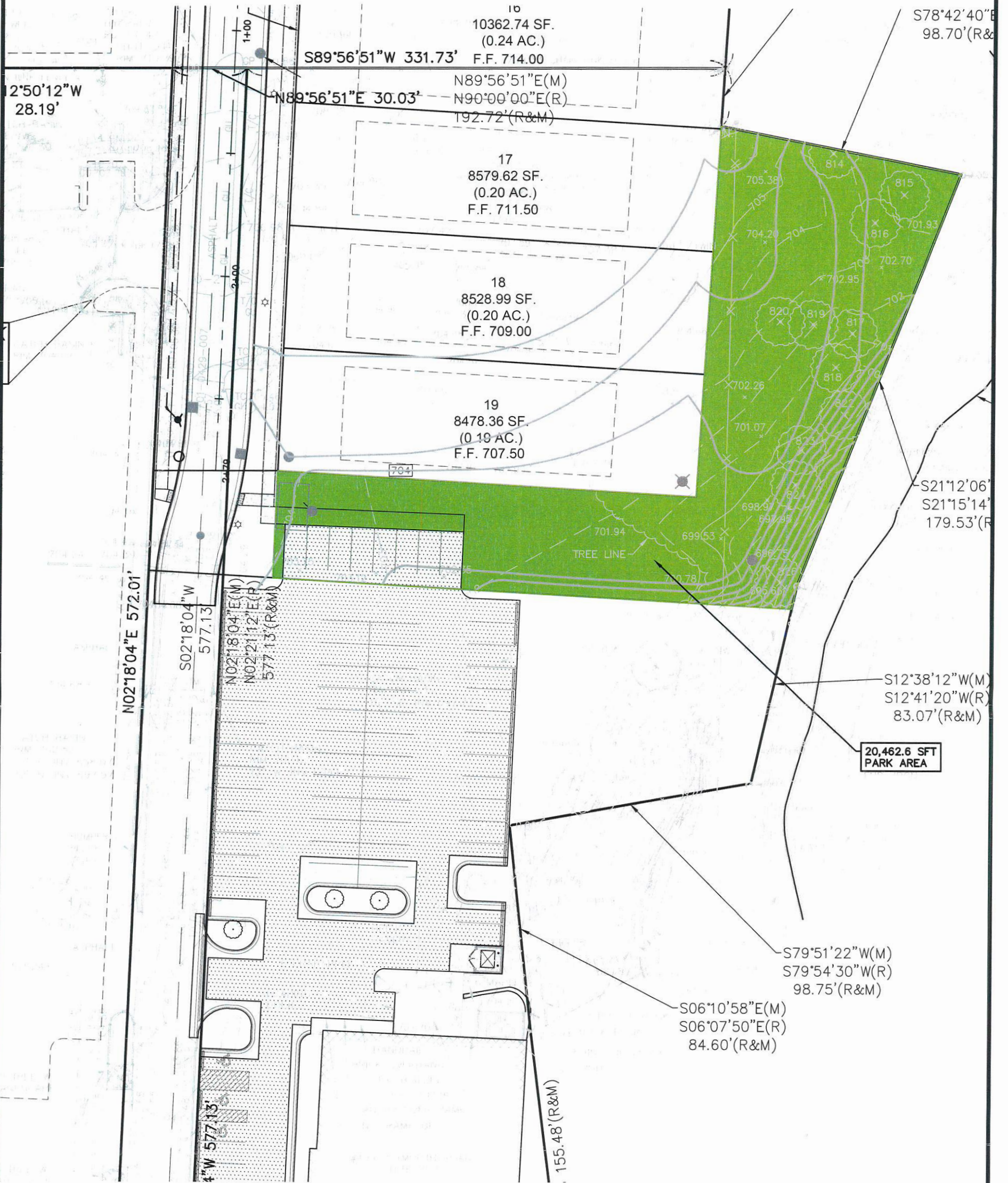
JUN 15 2020

CITY OF PLYMOUTH
COMMUNITY DEVELOPMENT

Starkweather School
 PUD 15-01 550 N. Holbrook
 PUD Amendment Review
 PC Mtg 7/8/20



SCALE	REVISED	DRAWN	JOB NO.	SHEET
1"=30'	06-11-2020	RJJ	H145-02	1 of 1



NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342-5032
TEL. (248) 332-7931
FAX. (248) 332-8257

SCALE	REVISED	DRAWN	JOB NO.	SHEET
1"=30'	06-11-2020	RJJ	H145-02	1 of 1



27,074.6 SFT
PARK AREA



NF
ENGINEERS
NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342-5032
TEL. (248) 332-7931
FAX. (248) 332-8257

SCALE	REVISED	DRAWN	JOB NO.	SHEET
1"=30'	06-11-2020	RJJ	H145-02	1 of 1

ADMINISTRATIVE RECOMMENDATION

To: Planning Commission
From: John Buzuvis, Community Development Director 
Date: July 1, 2020
Re: Rooftop Seating Ordinance Amendments Sec. 78-297

BACKGROUND:

The City Commission has included reviewing and amending the Rooftop Dining Ordinance (Sec. 79-297) in the 2020 City Strategic Plan. The current Rooftop Dining ordinance was adopted in 2014 and was initiated by the City Commission. Since that time a couple restaurant operators have begun the process for approval but as of this writing, we do not have any operating rooftop seating operations in town. The mix of restaurants in town has changed since the adoption of the original ordinance (attached) and the City Commission has requested that staff review the current ordinance, incorporate feedback from the administration and the City Commission and suggest amendments to update the ordinance to be more applicable and reflective of the current business market.

The Planning Commission reviewed draft amendments to the ordinance at their June 2020 meeting and offered feedback and suggested amendments. Those amendments have been incorporated in the enclosed language for further review. Most of the amendments made were straightforward; however, the administration left the hours of service for the rooftop dining areas blank as there was a suggestion to require rooftop dining service to be discontinued before 11pm. Please note that sidewalk cafes in the downtown area are permitted to continue service Sunday-Wednesday until 11pm and until 12:00am (midnight) Thursday-Saturday. The Planning Commission should be prepared to recommend a time for the closing of services daily. Please note that the commencement of service for rooftop dining services has been added to the ordinance language.

The Planning Commission will need to review and discuss this enclosed draft language, recommend amendments and will need to schedule and hold a Public Hearing for the same.

Please feel free to contact me directly if you have any questions.

RECOMMENDATION:

Staff recommends that the Planning Commission review the draft amendments, recommend changes as necessary and schedule a public hearing for the same.

AMENDED DRAFT ORDINANCE LANGUAGE

Sec. 78-21. Definitions.

Outdoor dining patio means a temporary, street level, unenclosed, exterior area, adjacent to an existing restaurant, generally located in the right-of-way, that is used for seated consumption of food and/or beverages that is operated by the adjacent restaurant and is accessory to the restaurant use.

Rooftop dining means a temporary, unenclosed, exterior area, located on the roof of an existing restaurant at least one story above grade, that is used for seated consumption of food and/or beverages and is operated by the underlying restaurant and is accessory to the restaurant use.

Sec. 78-102. B-2 Central Business Districts (4)

Rooftop dining subject to section 78-297.

Sec. 78-281. Special uses.

(b)(1)

Sec. 78-297. – Rooftop dining.

Rooftop dining is subject to the following:

- (a) Rooftop dining requires a special land use permit which is to be approved and issued by the City of Plymouth City Commission. This permit is subject to annual review by the City Commission. Permits for establishments serving alcohol shall be reviewed at the same time the establishment's liquor license is reviewed by the Local Liquor License Review Committee. A recommendation for the approval, renewal, renewal with conditions, denial, or postponement of action on the permit will be then forwarded to the City Commission by the Liquor License Review Committee. When this permit applies to restaurants not serving alcohol the annual review of the permit will be reviewed by the City Commission who shall take one of the following actions: approve, approve with conditions, renew, renew with conditions, deny, or postpone. This review will take place annually at the same time the City Commission conducts the annual liquor license review process. The city may revoke the special land use permit authorizing rooftop dining in accordance with the proceedings of subsection 78-281(g).
- (b) The rooftop seating area must be an extension of the interior dining that exists on same level, or a lower level or levels of the building.
- (c) No part of the rooftop dining operation shall exceed the height allowed in Section 78-190 (height overlay district).
- (d) The open sides of the dining area must be enclosed by a wall, parapet, and/or fence that shall be at a minimum 42 inches in height high. In addition, a kick-plate/guard that allows for the passage of roof water for drainage while preventing dropped items from falling off the roof onto the area below shall be installed. Required kick-plate guards

AMENDED DRAFT ORDINANCE LANGUAGE

shall not have openings which allow passage of a sphere four (4) inches (102mm) in diameter from the walking surface to the required kick-plate/guard height of six inches.

- (e) A restaurant may have a rooftop dining area and an outdoor dining patio.
- (f) Rooftop dining area may operate between April 1 and November 1 and may be used only during operation hours of the applying establishment. Rooftop dining areas shall be allowed to begin service at 10:00 A.M. daily and service shall be permitted to continue until 11:00 p.m., Sunday through Saturday and be closed and clear at 11:30 p.m.
- (g) Live music on the rooftop dining area or any part of the rooftop of any building is prohibited. Any music played through speakers on the rooftop dining area must be sound-proofed so as to prevent sound from being heard at the street level of the building with the rooftop seating area and surrounding area.
- (h) The design, operation, and use of the rooftop dining area must be approved by and certified with a seal by a qualified, licensed structural engineer and that individual must certify that the rooftop is capable of the live load to be utilized by the establishment and the design of the load.
- (i) The rooftop dining area must comply with all city codes and ordinances, as well as all applicable state and federal laws. Its seating shall be limited to the space on the approved plans, and in no case more the 50% of the existing gross floor area of the restaurant, and in accordance with the capacity limits established by the fire department.
- (j) No permanent components of the rooftop dining operation shall be visible from grade between November 1st and March 31st annually. Flooring, decking and other similar non-visible components are permitted to remain during this time period provided they are not visible from grade.
- (k) Temporary roof structures, walls, pergolas lighting or other components and structures associated with the rooftop dining operation shall be removed on or before November 1st annually unless permitted in (j)
- (l) Any establishment that develops rooftop dining must provide 50% of the off-street parking required by section 78-270 (10)(a).
- (m) Access to the rooftop dining area shall be through the interior of the restaurant. An exterior access may be allowed only as an emergency access for fire and life safety purposes.
- (n) No televisions/monitors/screens shall be visible from the street level. No noise from televisions/monitors/screens shall be able to be heard at the street level.

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AMENDED DRAFT ORDINANCE LANGUAGE

~~(m)~~(o) Rooftop dining lighting shall be directed away from adjoining properties and streets and designed to minimize glare.

~~(n)~~(p) Any modifications to the plans submitted by the establishment for rooftop dining and approved by the city commission must be approved by the city commission before the same is made.

(Ord. No. 2014-02, § 3, 1-6-14)