



# Plymouth Planning Commission Special Meeting Minutes Wednesday, October 27, 2021 - 7:00 p.m.

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City of Plymouth  
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## Online Zoom Meeting

### 1. CALL TO ORDER

Chair Karen Sisolak called the meeting to order at 7:06 p.m.

Present: Chair Sisolak, Vice Chair Jennifer Kehoe, Commissioners Shannon Adams (arrived at 7:14), Joe Hawthorne (arrived at 7:21), Tim Joy, Scott Silvers and Eric Stalter

Excused: Commissioner Hollie Saraswat

Also present: Community Development Director John Buzuvis and Planning Consultant Sally Elmiger.

### 2. CITIZENS COMMENTS

There were no citizen comments.

### 3. APPROVAL OF THE AGENDA

Silvers offered a motion, seconded by Joy, to approve the agenda for Wednesday, October 27.

There was a roll call vote.

Yes: Joy, Kehoe, Silvers, Sisolak, Stalter

MOTION PASSED 5-0

### 5. COMMISSION COMMENTS

New Planning Commissioner Stalter introduced himself to the group.

### 6. OLD BUSINESS

a. SP21-04: 1115 S. Main, Site Plan Review

The Commission acknowledged receipt of emails supporting the project from Rich and Peggy Mandel and Jan Henderson.

Applicant Eunice Lowe described the project and architect Richard Bohl addressed questions raised in a Carlisle Wortman report regarding the sign, parking, screening and the parking lot lighting fixture.

#### *Citizen Comments*

There were no citizen comments.

#### *Commission Discussion*

It was noted that variances requested by the applicant would need to go before the Zoning Board of Appeals.

Silvers offered a motion, seconded by Joy to approve the site plan for SP21-04.

***Finding of Fact***

The size and location of the site and placement of the building creates a hardship for the structure addition.

The maximum number of employees is 8, meeting the parking requirement

***Contingencies***

1. The city engineer reviews the submission of a dumpster enclosure
2. The city engineer reviews the submission of a new sign that doesn't exceed 30" in height
3. The city engineer reviews the submission of a 36" screen fence to the west of the air conditioning unit where garbage cans are located
4. The light fixture drawings are submitted to the city
5. The approval hinges on obtaining variances for the parking with regard to the ADA space and reducing addition access to 48" to allow a landscaping buffer along the northernmost ADA parking space line, and to the screening of mechanical

***Friendly Amendment***

Sisolak asked that the "city engineer" be changed to the "city administration" and to strike "48 inches" acknowledging this is the purview of the Zoning Board of Appeals.

Silvers agreed to the friendly amendments. Joy seconded the amended motion.

There was a roll call vote.

Yes: Adams, Hawthorne, Joy, Kehoe, Silvers, Sisolak, Stalter

MOTION PASSED 7-0

Kehoe left the meeting at 8:10 p.m..

A recess was called at 8:13 p.m. due to computer issues some users were experiencing.

The meeting reconvened at 8:24 p.m.

b. SP21-06: 500 Forest, Special Land Use and Site Plan Review

A representative of EG Nicks provided an updated drawing of the dumpster screen as requested.

***Citizen Comments***

Dennis Pennington, the owner of a nearby business, asked if there would be any development at the back near Westchester Square, since he has had trouble with drainage in that area in the past. He was informed that this project only affects the front of the building.

Kehoe returned at 8:36 p.m.

***Commission Comments***

Silvers offered a motion, seconded by Stalter, to approve SP21-06.

***Findings of Fact***

The applicant has incorporated items listed in the Carlisle Wortman October 20 memorandum items 1-7.

***Contingencies***

1. The dumpster enclosure design must meet the city requirements and also includes the elevation and list of materials as well as the plan.
2. Any and all future facade changes also include photometrics and light fixture information.

It was noted that the contingencies could be handled administratively.

There was a roll call vote.

Yes: Adams, Hawthorne, Joy, Kehoe, Silvers, Sisolak, Stalter

MOTION PASSED 7-0

## **6. REPORTS AND CORRESPONDENCE**

There were no reports or correspondence.

## **7. ADJOURNMENT**

Joy offered a motion, seconded by Silvers, to adjourn the meeting at 8:41 p.m.

There was a roll call vote.

Yes: Adams, Hawthorne, Joy, Kehoe, Silvers, Sisolak, Stalter

MOTION PASSED 7-0