



**Plymouth Planning Commission**  
**Regular Meeting Minutes**  
**Wednesday, September 14, 2022 - 7:00 p.m.**  
**Plymouth City Hall 201 S. Main**

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City of Plymouth  
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**1. CALL TO ORDER**

Vice Chair Scott Silvers called the meeting to order at 7:00 p.m.

Present: Vice Chair Silvers, Commissioners Tim Joy, Kyle Medaugh, Hollie Saraswat, Eric Stalter

Excused: Commissioner Shannon Adams, Joe Hawthorne, Jennifer Mariucci, Chair Karen Sisolak

Also present: City Commissioner Kelly O'Donnell, Planning Director Greta Bolhuis, and Planning Consultant Sally Elmiger

**2. CITIZENS COMMENTS**

City Commission Liaison Kelly O'Donnell said the zoning audit would start within the next two weeks, and that there would be a meeting on September 19 at 5:30 to study parking issues. Joy suggested considering an autonomous shuttle from the Plymouth Cultural Center to Kellogg Park for employee parking.

**3. APPROVAL OF MEETING MINUTES**

Joy offered a motion, seconded by Stalter, to approve the minutes for the August 10, 2022, meeting.

There was a roll call vote.

Yes: Joy, Medaugh, Saraswat, Stalter, Silvers

MOTION PASSED 5-0

**4. APPROVAL OF THE AGENDA**

Medaugh offered a motion, seconded by Stalter, to approve the agenda for September 14, 2022.

There was a roll call vote.

Yes: Joy, Medaugh, Saraswat, Stalter, Silvers

MOTION PASSED 5-0

**5. COMMISSION COMMENTS**

There were no commission comments.

**6. PUBLIC HEARINGS**

a. SP22-04-900 N. Mill, Special Land Use and Site Plan Review

Applicants Matthew and Cami Mai described their proposed project, which involves moving their salon and retail shop to a new location that is zoned for mixed use. Mr. Mai explained that they do not intend to keep the dumpster and that their trash removal will be handled by city carts.

Silvers opened the public hearing at 7:17 p.m. Hearing no public comments, he closed the hearing at 7:18 p.m.

Elmiger stated that the proposed project met the master plan concept for the area.

Commissioners discussed lighting, parking lot striping, and landscaping. They raised a concern that the tenant, not the property owner was present at the meeting, because that the property owner would be responsible for any conditions and changes to the site.

**Motion**

Silvers offered a motion, seconded by Joy, to approve the special land use for SP22-04 at 900 N. Mill.

**Finding of Fact**

The proposed use aligns with the master plan.

**Conditions**

The Planning Commission relieves the applicant of requiring a landscaping buffer along Mill and Holbrook.

There was a roll call vote.

Yes: Joy, Medaugh, Saraswat, Silvers

No: Stalter

MOTION PASSED 4-1

**Motion**

Silvers offered a motion, seconded by Stalter, to approve SP22-04 for site plan approval.

**Finding of Fact**

The site and building are unchanged, and the applicant will resolve items to be addressed as outlined in the Carlisle Wortman report. These recommended changes are to be handled administratively with the building official.

**Conditions**

If the applicant uses a dumpster, it must be in an enclosure, as per ordinance.

Additional lighting may be required by the building department after review of the site due to operating hours after dark.

**Amendment**

Stalter asked to add a stipulation that the applicant provide information about where delivery trucks would be stationed on site. Silvers agreed to the amendment.

There was a roll call vote.

Yes: Joy, Medaugh, Saraswat, Stalter, Silvers

MOTION PASSED 5-0

b. Text Amendments for Impervious Surfaces

Silvers opened the public hearing at 8:07 p.m.

He read an email from Linda Gobeski, 180 Burroughs, who was concerned about the size of new homes and the lack of greenspace around them.

Silvers closed the public hearing at 8:10 p.m.

The group discussed wording and clarity, and there was consensus that the wording in 78-191 be changed to read, "...in all zoning districts in which they are located."

Medaugh offered a motion, seconded by Stalter, to recommend the changes to the impervious surface ordinance to the City Commission with the grammatical change that was discussed.

There was a roll call vote.

Yes: Joy, Medaugh, Saraswat, Stalter, Silvers

MOTION PASSED 5-0

c. Text Amendments for B-2 Central Business Districts

Silvers opened the public hearing at 8:22 p.m. Hearing no comments, he closed the public hearing at 8:23 p.m.

Joy offered a motion, seconded by Stalter, to forward the amendments to the City Commission for approval as presented.

There was a roll call vote.

Yes: Joy, Medaugh, Saraswat, Stalter, Silvers

MOTION PASSED 5-0

**7. OLD BUSINESS**

There was no old business

**8. NEW BUSINESS**

a. SP22-05: 936 N. Sheldon, Site Plan Review

Project engineer Tim Stewart, representing Packaging Corporation of America (PCA) gave an overview of the project, which includes additions on the east side of the building.

Elmiger reviewed the Carlisle Wortman report and recommended clear signage on the most easterly driveway to indicate the one-way path. She also noted that the plan was slightly deficient in plants for the screen, but she recommended accepting that due to additional trees being planted elsewhere on the site.

Saraswat said she received an email from City Commissioner Jennifer Kehoe stating that she had received complaints about noise from PCA. Elmiger recommended the building official investigate any noise issues.

The group then reviewed a report from the City's engineering firm, Wade Trim, which recommended stormwater detention on the east side of the facility. Stewart asked for this recommendation to be waived, stating that the additions would not cause any additional runoff, that their plant had never had any stormwater issues, and that such a requirement would be cost prohibitive. Elmiger stated the stormwater standards are set by Wayne County and that the Planning Commission doesn't have the authority to overrule the county.

There was some discussion about postponing the site plan approval until the stormwater issue was resolved, but it was decided that waiting would stall the process excessively.

***Motion***

Silvers offered a motion, seconded by Stalter, to approve the site plan review of SP22-05 at 936 N. Sheldon.

***Finding of Fact***

The site plan meets ordinance requirements as referenced in the Carlisle Wortman report.

***Conditions***

The concerns addressed by Wade Trim regarding stormwater on site is to be worked out with the city's engineers. The building official is to investigate possible noise complaints.

Medaugh asked for a friendly amendment stating that items in the Carlisle Wortman report relating to lighting, site access and circulation be addressed with the city engineer. Silvers agreed to the friendly amendment.

There was a roll call vote.

Yes: Joy, Medaugh, Saraswat, Stalter, Silvers

MOTION PASSED 5-0

**9. REPORTS AND CORRESPONDENCE**

Stalter said the group received an article about master plans from Planning Chair Karen Sisolak.

**10. ADJOURNMENT**

Joy offered a motion, seconded by Stalter, to adjourn the meeting at 9:16 p.m.

There was a roll call vote.

Yes: Joy, Medaugh, Saraswat, Stalter, Silvers

MOTION PASSED 5-0