



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

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City of Plymouth  
201 S. Main  
Plymouth, Michigan 48170-1637

[www.plymouthmi.gov](http://www.plymouthmi.gov)  
Phone 734-453-1234  
Fax 734-455-1892

**1. CALL TO ORDER**

Chair Karen Sisolak called the meeting to order at 7:00 p.m.

Present: Chair Sisolak, Vice Chair Silvers, Commissioners Joe Hawthorne, Tim Joy, Jennifer Mariucci, Kyle Medaugh, Hollie Saraswat, Eric Stalter

Excused: Commissioner Shannon Adams

Also present: City Commissioner Kelly O'Donnell, Community Development Director Greta Bolhuis, and Planning Consultant Megan Masson-Minock

**2. CITIZENS COMMENTS**

There were no citizen comments

**3. APPROVAL OF MEETING MINUTES**

Joy offered a motion, seconded by Medaugh, to approve the minutes for the November 9, 2022, meeting.

There was a roll call vote.

Yes: Joy, Mariucci, Medaugh, Saraswat, Silvers, Stalter, Sisolak

Abstain: Hawthorne

MOTION PASSED 7-0

**4. APPROVAL OF THE AGENDA**

Hawthorne offered a motion, seconded by Joy, to approve the agenda for December 14, 2022.

There was a roll call vote.

Yes: Hawthorne, Joy, Mariucci, Medaugh, Saraswat, Silvers, Stalter, Sisolak

MOTION PASSED 8-0

**5. COMMISSION COMMENTS**

Sisolak thanked everyone for their hard work.

**6. PUBLIC HEARINGS**

There were no public hearings

**7. OLD BUSINESS**

a. Impervious Surface Ordinance Edits

Bolhuis reviewed the edits and shared the City Attorney's recommendations. There was a discussion about these recommendations, and why the Planning Commission's decisions about driveway width and the requirement to install landscaping prior to receiving a certificate of occupancy were

changed. O'Donnell said the City Commission would review the ordinance and would give the Planning Commission feedback if they made any changes. It was agreed that the Planning Commission would send the ordinance language to the City Commission with the attorney's recommended changes in order to move the process forward.

## **8. NEW BUSINESS**

### **a. Presentation of the Zoning Audit**

Carlisle Wortman Planning Consultant Megan Masson-Minock gave an overview of the audit and its relationship to the upcoming five-year master plan review. She suggested the Planning Commission first address the items that don't comply with state or federal law and then expand on form-based codes in the master plan. It was agreed that Commissioners would review the audit document and narrow down the items they want to prioritize.

### **b. Presentation of the Master Plan Process**

Bolhuis reviewed the purpose, content, and distribution process for the master plan. She also provided a suggested timeline for completing the review in 2023.

## **9. REPORTS AND CORRESPONDENCE**

O'Donnell said the City Commission asked the administration to develop a paid parking plan for them to review, and recommended that Planning Commissioners watch the parking meeting videos on the City's website. She also reported that they had the first reading of the B-2 zoning changes the Planning Commission submitted, and that no changes were made.

Silvers said the Zoning Board of Appeals was asked to interpret whether the FAR ordinance would impact changing a non-conforming garage into living space. The ZBA ruled that doing so would not require a FAR review.

## **10. ADJOURNMENT**

Joy offered a motion, seconded by Medaugh, to adjourn the meeting at 8:48 p.m.

There was a voice vote.

MOTION PASSED 8-0