



Plymouth Planning Commission
Regular Meeting Minutes
Wednesday, February 8, 2023 - 7:00 p.m.
Plymouth City Hall 201 S. Main

City of Plymouth
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1. CALL TO ORDER

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

Present: Chair Sisolak, Vice Chair Silvers, Commissioners Shannon Adams, Joe Hawthorne, Tim Joy, Jennifer Mariucci, Kyle Medaugh (arrived at 7:24), Hollie Saraswat, Eric Stalter

Also present: City Commission Liaison Kelly O'Donnell, Economic Development Director John Buzuvis, Community Development and Planning Director Greta Bolhuis, City Engineer Shawn Kehoe

2. CITIZENS COMMENTS

There were no citizen comments.

3. APPROVAL OF MEETING MINUTES

Joy offered a motion, seconded by Adams, to approve the minutes for the January 11, 2023 meeting.

There was a voice vote.

MOTION PASSED

4. APPROVAL OF THE AGENDA

Silvers offered a motion, seconded by Hawthorne, to approve the agenda for February 8, 2023.

There was a voice vote.

MOTION PASSED

5. COMMISSION COMMENTS

There were no Commission comments.

6. PUBLIC HEARINGS

There were no public hearings.

7. OLD BUSINESS

a. SP 23-01: 980 W. Ann Arbor Road, Site Plan Review.

Applicant representative Iden Kalabet described changes to the site plan since the last meeting, including driveway spacing, landscaping, and adding a fire hydrant, more grass and a water quality unit.

Commissioner Comments

Commission members discussed the site plan and asked City Engineer Shawn Kehoe to clarify water ponding and sheeting issues. They also discussed sidewalks, landscaping, and a verge.

There were no citizen comments.

Silvers offered a motion, seconded by Stalter, to approve SP 23-01 at 980 W. Ann Arbor Road for site plan approval based on the following finding of fact.

Finding of Fact

The applicant has met the requirements for site plan approval.

The approval is conditioned on the following items being met.

Conditions

The applicant is to submit supplemental information to the building department for administrative review to address the requirements as outlined in the Planning Commission, Carlisle Wortman, and Wade Trim reports prior to any issue of permits for construction.

The proposed addition design and materials meet the intent of the ARC District design guidelines and perpetuate the continuity of the existing building's architecture and style.

No interior landscaping tree islands are required.

No verge is required.

No wall structures are required.

The applicant is to eliminate the southwestern sidewalk as shown on the site plan and provide instead a sidewalk along the existing drive that is being preserved aligned to the new addition's sidewalk circulation pathway.

The applicant will coordinate resolving the north curb state with the city engineer with regard for managing sheeting runoff at the north property line.

Landscaping changes are to be handled administratively.

There was a voice vote.

MOTION PASSED

8. NEW BUSINESS

a. SP 23-02: 587 W. Ann Arbor Trail, Site Plan Review

City Engineer Shawn Kehoe gave an overview of the site plan for the parking lot at Ann Arbor Trail and Deer. He said a light on the document would be replaced with a tree to reduce the footcandle measurement, and that an irrigation plan was forthcoming. He also said there was a plan to install four electric vehicle charging stations in the lot.

Economic Development Director John Buzuvis explained the background behind the privately-owned space adjacent to the west side of the parking lot. Kehoe said there would be a curb placed at the lot line.

Commissioner Comments

The group asked several questions, including landscaping requirements, the potential for a screening wall, and the potential for paid parking. The group agreed they would like provisions for bike parking at the lot.

There were no citizen comments.

Silvers offered a motion, seconded by Joy, to approve SP 23-02: 587 W, Ann Arbor Trail for site plan approval based on the following finding of fact.

Finding of Fact

The applicant has met requirements for site plan approval.

The approval is contingent on the following conditions.

Conditions

The applicant will submit supplemental information to the building department for the administration to review and address the requirements as outlined by the Planning Commission and in the Carlisle Wortman report prior to any permits for construction.

Due to the unique site's adjacencies and circulation, the Planning Commission waives the parking lot setback requirements and wall requirements.

In order to meet the .1-footcandle recommended by the Carlisle Wortman report, the applicant is eliminating a light on the southwest portion of the property (island G) and substituting a landscape tree in its place, thus meeting the landscaping requirement for trees.

The applicant is to provide information on water for the provided vegetation.

A bike rack area along Ann Arbor Trail will be provided for and the location is to be discussed with the engineer and building department administratively.

Grasses shown on landscaping at the south property line and curb is no longer required and can be replaced with stone, concrete, or any suitable material.

There was a voice vote.

MOTION PASSED

b. Discussion of Form Based Codes Test Case

The group discussed potential sites for the form based codes test case, including South Main, Harvey, and Old Village. They plan to discuss this further at their working session on February 20.

9. REPORTS AND CORRESPONDENCE

City Commission Liaison Kelly O'Donnell said a municipal finance advisor recently spoke to the Commission about bonds. She also said there would be a strategic planning meeting on Saturday, February 11, and invited the public to attend.

Bolhuis asked the group what time they would like to meet on February 20, and it was agreed that they would convene at 6 p.m.

10. ADJOURNMENT

Joy offered a motion, seconded by Mariucci , to adjourn the meeting at 8:32 p.m.

There was a voice vote.

MOTION PASSED