



# City of Plymouth Planning Commission

## Working Session Agenda

Monday, August 14, 2023 – 5:30 p.m.  
Plymouth Cultural Center

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City of Plymouth  
201 S. Main  
Plymouth, Michigan 48170

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

1. CALL TO ORDER
  - a) Roll Call
  
2. ZONING AUDIT AND FBC DISCUSSION
  
3. 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 x 234 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 2022-2026

## GOAL AREA ONE – SUSTAINABLE INFRASTRUCTURE

### OBJECTIVES

1. Identify and establish sustainable financial model(s) for major capital projects, Old Village business district, 35<sup>th</sup> District Court, recreation department, and public safety
2. Incorporate eco-friendly, sustainable practices into city assets, services, and policies; including more environmentally friendly surfaces, reduced impervious surfaces, expanded recycling and composting services, prioritizing native and pollinator-friendly plants, encouraging rain gardens, and growing a mature tree canopy
3. Partner with or become members of additional environmentally aware organizations
4. Increase technology infrastructure into city assets, services, and policies
5. Continue sustainable infrastructure improvement for utilities, facilities, and fleet
6. Address changing vehicular habits, including paid parking system /parking deck replacement plan, electric vehicle (EV) charging stations, and one-way street options

## GOAL AREA TWO – STAFF DEVELOPMENT, TRAINING, AND SUCCESSION

### OBJECTIVES

1. Create policies and programs that support staff recruitment/retention, including a coordinated recruitment program, flexible scheduling, and an internship program
2. Increase staff levels to appropriately support city services and departments
3. Provide staff/board/volunteer trainings and programming with a focus on improving understanding on issues of diversity, equity, and inclusion and emphasizing working with and serving diverse communities

## GOAL AREA THREE – COMMUNITY CONNECTIVITY

### OBJECTIVES

1. Engage in partnerships with public, private, and non-profit entities
2. Increase residential/business education programs for active citizen engagement
3. Robust diversity, equity, and inclusion programs
4. Actively participate with multi-governmental lobbies (Michigan Municipal League, Conference of Western Wayne, etc.)

## GOAL AREA FOUR – ATTRACTIVE, LIVABLE COMMUNITY

### OBJECTIVES

1. Create vibrant commercial districts by seeking appropriate mixed-use development, marketing transitional properties, and implementing Redevelopment Ready Communities (RRC) practices
2. Improve existing and pursue additional recreational and public green space opportunities and facilities for all ages
3. Develop multi-modal transportation plan which prioritizes pedestrian and biker safety
4. Improve link between Hines Park, Old Village, Downtown Plymouth, Plymouth Township, and other regional destinations
5. Maintain safe, well-lit neighborhoods with diverse housing stock that maximizes resident livability and satisfaction
6. Modernize and update zoning ordinance to reflect community vision
7. Implement Kellogg Park master plan

### Planning Commission 2023 Goals

1. Review, amend, and revise the master plan as necessary
2. Obtain and review a form based codes test case
3. Create an ordinance to support generators



**Carlisle | Wortman**  
ASSOCIATES, INC.

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**TO:** City of Plymouth Planning Commission  
**FROM:** Megan Masson-Minock, AICP  
**DATE:** August 9, 2023  
**RE:** Final Zoning Audit Report and Draft Old Village Form-Based Article

Please find attached the following:

- Zoning Audit Implementation Report: We have updated this report per your input at our last meeting. We would appreciate your feedback as to whether the format matches what you envisioned.
- Draft Old Village Form-Based Article: Please note that the items highlighted in yellow are portions of text that need to be updated or verified such as cross-references and verification of setbacks, etc. Please read through the article and come prepared to discuss what building forms (pages 10-17) and use groups (pages 18-20) should be permitted or special approvals in the “Old Village Regulating Table” on page 23.

After this meeting, we will finalize the Old Village Form-Based Article. We are looking forward to meeting with you again!

Respectfully submitted,

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CARLISLE/WORTMAN ASSOC., INC  
Megan Masson-Minock, AICP  
Principal

## **Article XVI**

### **OLD VILLAGE FORM-BASED DISTRICT**

#### **Section 78-180 INTENT, PURPOSE AND USE**

- A. Intent.** The Old Village (OV) Form-Based District is designed to include a mixture of residential, office and low intensity commercial uses. The OV district is to be limited to the Old Village Section of the city, where over the years a combination of land uses has developed, and areas adjacent to the Old Village that are either established neighborhoods or areas in transition. Within this district, the City encourages development with a mix of uses, including public open space, in order to provide development in a sustainable way, while preserving the historic character of the City. The Form-Based Districts are intended to implement the vision, goals, and objectives of the Master Plan and any other applicable Plans.
- B. Purpose.** The general purposes of these regulations are to:
1. Ensure that development is of human scale, primarily pedestrian-oriented, and designed to create attractive streetscapes and non-motorized spaces.
  2. Preserve the historic design, street layout and character of the Old Village area.
  3. Promote infill development and redevelopment.
  4. Promote a compact growth pattern to efficiently use the remaining developable land, and to enable the cost-effective extension of utilities, services, streets, and transit service.
  5. Promote mixed-use development within the Old Village and within buildings.
  6. Ensure reasonable transition between higher intensity development and adjacent neighborhoods.
  7. Improve mobility options and reduce the need for on-site parking by encouraging alternative means of transportation.
- C. Factors for Regulation.** These regulations are based on two (2) significant factors: site context and building form.
1. The Old Village form-based district uses site context to customize the regulations to the inherent conditions of the places where these regulations are applied. Site context is derived from existing and desired characteristics, which include street types and site types.
    - a. Streets are divided into various types, based on purpose and unique attributes.

***Old Village Form-Based District***

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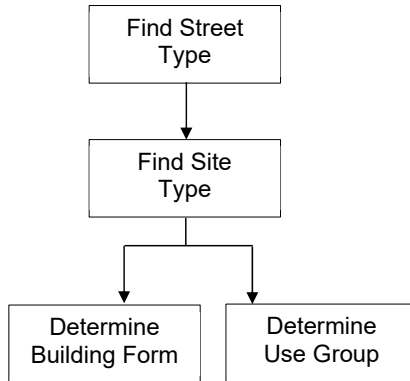
b. Sites are divided into site types. Site types are distinguished from one another by their context, which includes shape, size, orientation, configuration, street patterns, location, existing land uses, and intensity of uses.

2. Building form addresses the manner in which buildings and structures relate to their lots, surrounding buildings, and street frontage. The shape of the building, the land area-to-volume ratio, and the orientation of the building have significant impacts upon the general feel and character of an area. Building form standards control height, placement, building configuration, parking location, and ground story activation applicable to the site context.

**D. Regulating Plans.** The Old Village form-based district uses a Regulating Plan, which relies on street types and site types to determine building forms and allowable uses for a given parcel. The steps to determine the regulations that apply to a specific parcel within the OV district are as follows:

1. Find the site in question on the appropriate Regulating Plan map.
2. Identify the street type of types adjacent to the site in question. Streets will be classified Downtown Village, Corridor, Village, or Flex.
3. Identify the site type for the site in question. Sites will be classified Site Type A, B, C, D, or E.
4. Consult the Consult the Use Groups and Building Forms Permitted Table. The table will identify if a use group or building form is permitted, permitted as a special use, or not permitted for the site type and street type combination of the site in question.
5. Follow the regulations for the chosen building form when designing the development application. Building form regulations are established in Section 78-18?
8. Follow the design standards as listed in Section 78-18?
9. Obtain site plan approval or special use approval for the chosen building form and use, as appropriate.

### Form-Based Districts Process



## Section 78-181 APPLICABILITY AND ORGANIZATION

### A. Applicability

1. Any new use or expansion of existing use that requires site plan review shall comply with the requirements of this Article and other applicable requirements of this Ordinance.
2. The requirements of this Article shall not apply to:
  - a. Continuation of a permitted use within an existing structure.
  - b. Changes of use within existing structures that do not require increased parking.
  - c. Normal repair and maintenance of existing structures that do not increase building size or parking demand.
  - d. Continuation of a legal non-conforming use, building, and/or structure, in accordance with Article XXVI.
  - e. The expansion of a legal non-conforming use, building, and/or structure, in a manner that does not increase its level of nonconformity, in accordance with Article XXVI.

- B. Regulating Plans.** The Old Village form-based district is governed by a Regulating Plan, based on the context of street type and site type, determines building form and allowable use for each parcel within a form-based district.

*Old Village Form-Based District*

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- C. Street Types.** Street types, as set forth in Section 78-182.B, recognize that street patterns within the Old Village are established. Streets range from Corridor streets, which carry a large volume of traffic, to Village Streets, which carry lower volumes of neighborhood traffic.
- D. Site Types.** Site Types, as set forth in Section 78-182.C, are determined by lot size, lot configuration, location, and relationship to neighboring adjacent sites.
- E. Building Form Standards.** Building form standards, set forth in Section 78-182.D, establish the parameters for building form, height, and placement, and are specifically applied to each district based upon the Regulating Plan.
- F. Authorized Use Groups.** Authorized land uses are organized by use groups. Authorized use groups, as set forth in Section 78-182.F, are specifically applied based upon the regulating plan.
- G. Design Standards.** Design standards, set forth in Section 78-182, are supplementary to other requirements of the Ordinance. Generally, the design standards regulate parking, public spaces, landscaping, and other site design requirements.
- G. Modification of Regulating Plan.** Specific building form, use group, and design standards applied within each Regulating Plan are based upon the designation of street type and site type. Any modification of street type or site type shall be determined by the City Council, after a recommendation by the Planning Commission, following a public hearing and notice in accordance with Section 78-377 of this Ordinance. The City Council and Planning Commission shall consider the following when deciding whether to modify a site type or street type designation:

  - 1. The applicant's property shall be used for a purpose permitted in the OV district.
  - 2. Area has been added to or deleted from the subject site in question, requiring the modification.
  - 3. The proposed modification and resulting development will not alter the essential character of the area.
  - 4. The proposed modification meets the intent of the district.
  - 5. Existing streets have been improved and/or new streets constructed that may result in the modification of a specific site type or street type.
  - 6. Modification of the Regulating Plan is in conformance to the Master Plan.

## **Section 78-182 STANDARDS**

**A. Intent.** The following standards are applicable to all uses and define the elements of the form-based regulations. Each parcel has a street type, site type, and building form.

**B. Street Types.** Street types are described below and are in order of intensity, from most intense to the least intense.

1. **Downtown Village Street:** The Downtown Village Street Type refers to streets in the Old Village District that form the core of the dense, walkable, historic downtown area of the Old Village. These streets are characterized by multiple story, mixed use buildings with zero setbacks. The streets have on-street parking and wide sidewalks with street trees and landscaping. Plazas and parks are integrated into the sidewalks and connected via crosswalks and non-motorized pathways. Intersections are designed to create a sense of place, while safely guiding pedestrian circulation in the downtown. Lighting and signs are at pedestrian scale and reflect the character of the historic area.

Parking is provided by public parking, in municipal parking lots or on-street parking. Vehicle access is from the rear or side of property via alleys or adjacent side streets. On-site loading and waste disposal areas are in the rear of the properties or adjacent alleys.

2. **Corridor:** The Corridor street type refers to mixed use corridors in the Old Village, which are characterized by high traffic volumes and a mix of uses and parcel sizes. Corridor streets accommodate the majority of the traffic traveling through the Old Village, connect the Old Village downtown area, neighborhoods, and industrial areas in the Old Village to other places in the City and major roads leading to places outside of the City. Corridor streets are envisioned to integrate features designed to accommodate through traffic and local traffic and to enhance experience of traveling along corridors for all forms of transportation, including walking and bicycling.

These streets will evolve over time to form "complete streets", with sidewalks and accommodations for cyclists, while continuing to accommodate pass through vehicular traffic. These streets have distinct landscaping, pedestrian and traffic-scale lighting, effective signage, non-motorized pathways, and a complementary relationship with transit opportunities. The intersections will be signature places with enhanced community and corridor landmarks. The spaces will be defined by a stable and consistent building-to-building ratio complemented by landmark structures, superior landscaping, and memorable architecture.

On these streets, parking is provided on site in the rear or side yards with loading and waste disposal areas in the rear yards. On-street parking may

be available. Curb cuts are allowed but should be limited and consolidated as much as possible.

3. **Village:** The Village street type are those streets that tie together the neighborhoods in the Old Village and connect neighborhoods and industrial areas to the corridors. These streets are characterized by sidewalks with street trees in buffer planting areas, buildings set back from the street and bicycle lanes or pathways, when appropriate.

Intersections provide safe pedestrian crossings, facilitating walkability. While on-street parking is provided, Village street types allow curb cuts for individual property when alley access is not available.

4. **Flex:** Flex street type refers to streets that have a variety of parcel sizes and transitioning from one type of land use to another. Typically located on the edges of the OV districts, these streets carry a low volume of traffic but could accommodate higher traffic volumes. These streets are characterized by sidewalks with street trees in buffer planting areas, and bicycle lanes or pathways, when appropriate. Buildings typically have front yards, but parking is in the rear or side yards.

Intersections provide safe pedestrian crossings, facilitating walkability. While on-street parking is provided, Flex street types allow curb cuts for individual property within driveways spacing regulations and guidelines.

### **C. Site Types**

1. **Site Type A.** These sites have the following characteristics:
  - a. Small lots located in the Old Village.
  - b. Lot widths are a minimum of thirty-six (36) feet but are typically forty (40) or forty-five (45) feet.
  - c. They are typically located on Village streets but are also on Corridor streets.
  - d. They accommodate Building Forms House (H) and Two-Family Dwelling (2F).
  - e. Uses are typically residential but can be used in a non-residential manner in appropriate circumstances.
2. **Site Type B.** These sites have the following characteristics:
  - a. Medium sized lots located in the Old Village. The original plat of these lots had larger lot widths and areas than site type A lots.
  - b. Lot widths are typically sixty-six (66) feet or greater.

***Old Village Form-Based District***

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- c. They are typically located on Village streets but are also on Corridor and Downtown Village streets.
  - d. They accommodate Building Forms House (H), Two-Family (2F), Single Use (SU), and Institutional (I).
  - e. Uses are residential or non-residential uses appropriate adjacent to residential or semi-public/public uses.
3. **Site Type C.** These sites have the following characteristics:
- a. Small to medium sized lots located in the center of the Old Village's historic center.
  - b. These sites range in size from fifteen (15) foot wide lots to entire city blocks.
  - c. They are located exclusively on Downtown A streets.
  - d. They accommodate Building Form Downtown Mixed Use (DMU) and, in special circumstances, Single Use (SU) or House (H).
  - e. A mix of commercial, office, restaurants, institutional and residential uses within buildings and blocks is allowed.
  - f. Buildings located on Site Type C lots shall provide district and prominent architectural features, or site elements which reflect the historic character and context of the Old Village.
4. **Site Type D.** These sites have the following characteristics:
- a. Medium sized lots located outside of the historic Old Village Center.
  - b. These sites range in size from five thousand (5,000) square feet to a few acres.
  - c. They are located on Corridor or Flex streets.
  - d. They accommodate Building Forms Commercial Mixed Use/Live Work (CMU), Townhouse (TH), Two-Family (2F), Institutional (I) and, in special circumstances, Single Use (SU) or Multiple Family (MF).
  - e. Uses are residential or non-residential uses appropriate adjacent to residential or semi-public/public uses.
5. **Site Type E.** These sites have the following characteristics:
- a. Large lots that are either vacant, brownfields, grayfields, or areas for redevelopment.

*Old Village Form-Based District*

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- b. These sites range in size from twelve thousand (12,000) square feet to a few acres.
- c. They are located on Flex streets.
- d. They accommodate Building Forms Commercial Mixed Use/Live Work (CMU), Multiple Family (MF), and Single Use (SU).
- e. A mix of commercial, office, restaurants, institutional and residential uses within buildings and blocks is allowed.

**D. Building Form Standards**

1. The mixed-use districts permit a series of building forms, dependent on the site context. The eight (8) building forms are established in this Section as follows.
2. Building forms are designated based on the Regulating Plan. Building forms are classified in the following manner:
  - a. **Permitted Building Forms.** These building forms are permitted as of right in the locations specified.
  - b. **Special Building Forms.** These building forms are permitted after review and approval by the Planning Commission, in accordance with the procedures set forth in Article XXIII and the standards in this Ordinance.
  - c. **Exceptions.** For all building forms in all locations, awnings, signs, other projections (e.g., architectural projections, bay windows, etc.) may project into the right-of-way beyond the required building line by up to three (3) feet.
3. The Regulating Plan dictates the site type and street type for each individual parcel in the district. Building forms are identified within each district as permitted or permitted subject to special use approval based upon the combination of the site type and the street type of each parcel.
4. If a site is adjacent to two (2) different street types, the more intense street type shall control the purpose of determining allowable building forms.
5. **Lot Size determines Building Form.** The size of the lot determines what type of building may be placed on a lot, in addition to Street Type and Site Type. For instance, a house or a duplex building type may be constructed on an eight thousand five hundred (8,500) square foot lot, since both of those building types fit within the allowed lot size for those building types, but multiple family building is not allowed. Maximum lot depth and width do not determine building types, but all building types must meet the minimum lot width, depth, and size.

6. **Definitions of Terms in Building Forms Standards.** The following terms used in the Building Forms Standards are defined as in Article 2 of this Zoning Ordinance: lot size, lot width, lot coverage, setback, building height. Floor area is the gross floor area as defined in Article 2.

The following terms in the Building Forms Standards are defined as:

- a. Dwelling unit floor area: The gross floor area for each individual dwelling unit within a building form.
- b. Porch or stoop front setback: The minimum required distance between the right-of-way line or easement for the public street or private street and the nearest edge of a porch or stoop.
- c. Screening of adjacent street right-of-way: The required screening of parking areas from the view of adjacent street rights-of-way.

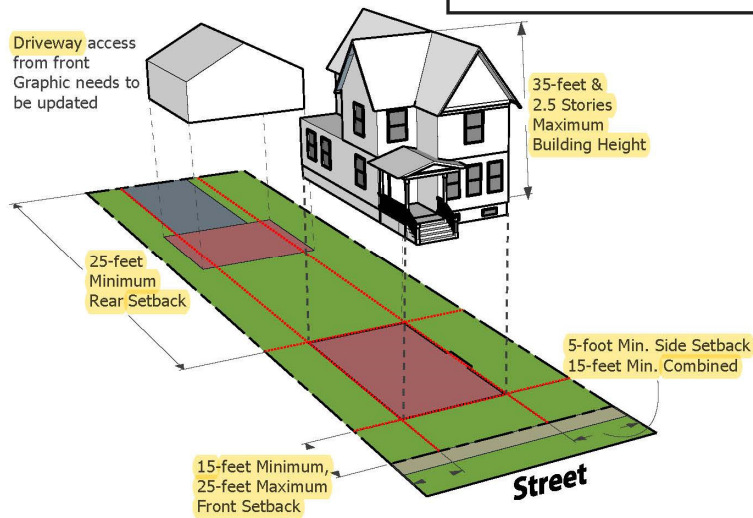
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Form A - House

LOT REQUIREMENTS	MIN	MAX
Lot size (sq. ft.)	4,900	--
Lot width (ft)	49.5	--
Lot coverage (%)	--	30
BUILDING ENVELOPE	MIN	MAX
Front setback (front or side) (ft)	15	25
Side setback one side (ft)	5	--
Side setback combined (ft)	15	--
Rear setback (ft)	25	--
Frontage buildout (%) <sup>1</sup>	60	80
BUILDING REQUIREMENTS	MIN	MAX
Floor area (sq. ft.)	1,000	--
Height (ft)	--	35
Height (stories)	1	2.5
FRONT FACADE	MIN	MAX
Porch or stoop front setback (ft)	5	--
Garage Face (ft)	20 <sup>2</sup>	--

ACCESSORY BUILDING(S)	MIN	MAX
Number allowed	--	1
Front setback (front) (ft)	15	--
Side street/alley setback (ft)	10	--
Principal Building setback (ft)	10	--
Side setback (ft)	3	--
Rear setback (ft)	3	--
Height (ft)	--	14
PARKING		
Location	Side & rear yards	
Driveway Access	From front. For corner lots, from residential or flex streets.	
Screening of adjacent street right-of-way	For non-residential uses, 2-foot evergreen shrubs	
NOTES		
<sup>1</sup> Front building facade location requirements do not apply to street side yards.		
<sup>2</sup> The garage face minimum set back is 5 feet from the front of the house or 20 feet from the front property line, whichever is greater.		

Figure 1. Form A - House - Orthographic View

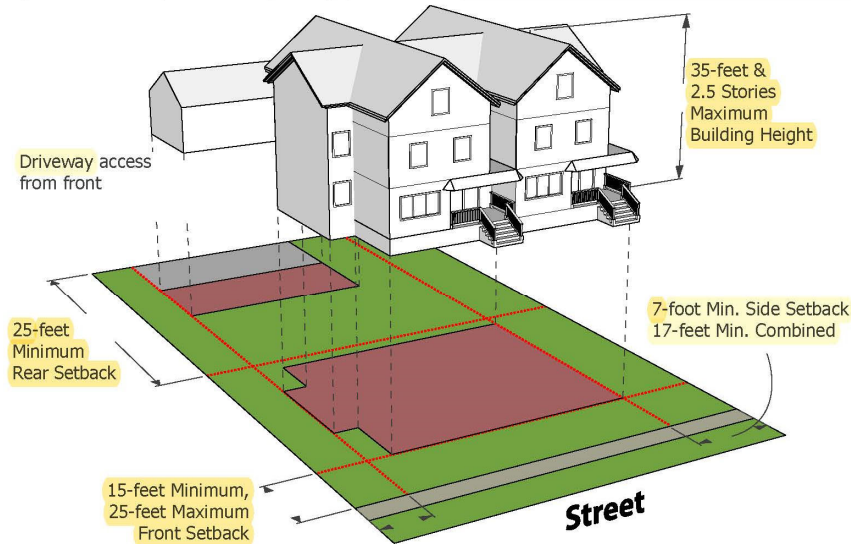


Form B - Duplex / Two-Family

LOT REQUIREMENTS	MIN	MAX
Lot size (sq. ft.)	8,500	--
Lot width (ft)	60	--
Lot coverage (%)	--	60
BUILDING ENVELOPE	MIN	MAX
Front setback (front or side) (ft)	15	25
Side setback one side (ft)	7	--
Side setback combined (ft)	17	--
Rear setback (ft)	25	--
Frontage buildout (%) <sup>1</sup>	60	80
BUILDING REQUIREMENTS	MIN	MAX
Floor area (sq. ft.)	700	--
Height (ft)	--	35
Height (stories)	1	2.5
FRONT FACADE	MIN	MAX
Porch or stoop front setback (ft)	5	
Garage Face	20 <sup>2</sup>	

ACCESSORY BUILDING(S)	MIN	MAX
Number allowed	--	2
Front setback (front) (ft)	15	--
Side street/alley setback (ft)	10	--
Principal Building setback (ft)	10	--
Side setback (ft)	3	--
Rear setback (ft)	3	--
Height (ft)	--	14
PARKING		
Location	Side & rear yards	
Driveway Access	From front. For corner lots, from residential or flex streets.	
Screening of adjacent street right-of-way	For non-residential uses, 2-foot evergreen shrubs	
NOTES		
<sup>1</sup> Front building façade location requirements do not apply to street side yards		
<sup>2</sup> The garage face minimum set back is 5 feet from the front of the house or 20 feet from the front property line, whichever is greater.		

Figure 2. Form B - Duplex / Two-Family - Orthographic View



**Old Village Form-Based District**

**Form C - Multiple Family Building**

LOT REQUIREMENTS	MIN	MAX
Lot size (sq. ft.)	9,000	--
Lot width (ft)	60	--
Lot coverage (%) <sup>1</sup>	--	60
BUILDING ENVELOPE	MIN	MAX
Front setback (front or side) (ft)	15 <sup>1</sup>	25
Side setback one side (ft)	10	--
Side setback combined (ft)	20	--
Rear setback (ft)	10 <sup>2</sup>	--
Frontage buildout (%)	75	90
BUILDING REQUIREMENTS	MIN	MAX
Dwelling Unit floor area (sq. ft.)	500	--
Ground floor height (ft)	12	--
Height (ft)	--	45
Height (stories)	2	3
FRONT FACADE	MIN	MAX
Porch or stoop front setback (ft)	5	--

Porches or stoops are required for 1st floor units with front door entrances to the street.

Front facades must meet design standards in 78-184.

LANDSCAPING	MIN	MAX
Street Trees (1 tree per x lineal feet of street frontage)	30	40
Screening between land uses	To be determined	
PARKING		
Location	Side street, side & rear yards.	
Driveway Access	From front, rear or side.	
Screening of adjacent street right-of-way	30 inch masonry wall with shrubs or landscaping within 5 feet of street right-of-way	
NOTES		
<sup>1</sup> The Planning Commission may adjust front yard setbacks, up to 10 feet, and the minimum building frontage to allow a permanent public space, developed as part of the principal building.		
<sup>2</sup> If adjacent to a one or two family use or zoning district, the minimum setback is 25 feet.		

Figure 3. Form C - Multiple Family Building - Orthographic View



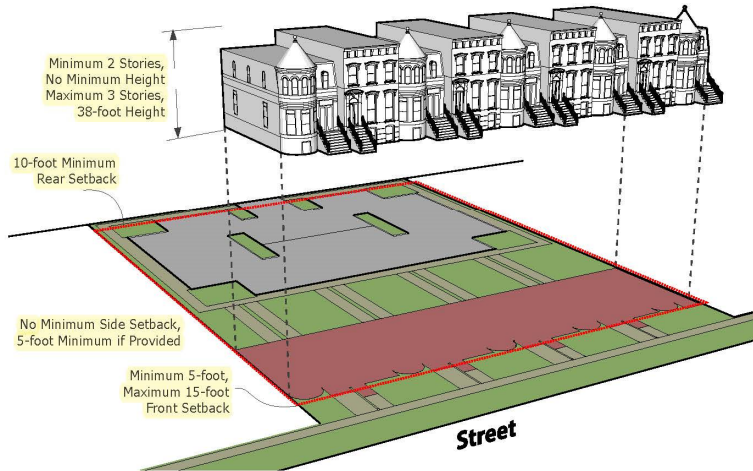
Old Village Form-Based District

Form D - Attached Residential / Townhouse

LOT REQUIREMENTS	MIN	MAX
Lot size (sq. ft.)	--	--
Lot width (ft)	--	--
Lot coverage (%) <sup>1</sup>	--	80
BUILDING ENVELOPE	MIN	MAX
Front setback (front or side) (ft)	5 <sup>1</sup>	15
Side setback one side (ft)	-- <sup>2</sup>	--
Side setback combined (ft)	-- <sup>2</sup>	--
Rear setback (ft)	10 <sup>3</sup>	--
Frontage buildout (%)	75	90
BUILDING REQUIREMENTS	MIN	MAX
Dwelling Unit floor area (sq. ft.)	500	--
Ground floor height (ft)	12	--
Height (ft)	--	45
Height (stories)	2	3
FRONT FACADE		
Porch or stoop front setback (ft)	5	--
Porches or stoops are required for 1st floor units with front door entrances to the street.		
Front facades must meet design standards in Section 78-184.		

LANDSCAPING	MIN	MAX
Street Trees (1 tree per x lineal feet of street frontage)	30	40
Screening between land uses	To be determined.	
PARKING		
Location	Side street, side & rear yards.	
Driveway Access	From front, rear or side.	
Screening of adjacent street right-of-way	30 inch masonry wall with shrubs or landscaping within 5 feet of street right-of-way	
NOTES		
<sup>1</sup> The Planning Commission may adjust front yard setbacks, up to 10 feet, and the minimum building frontage to allow a permanent public space, developed as part of the principal building.		
<sup>2</sup> Minimum of 5-foot side yard if provided		
<sup>3</sup> If adjacent to a one or two family use or zoning district, the minimum setback is 25-feet.		

Figure 4. Form D - Attached Residential / Townhouse - Orthographic View



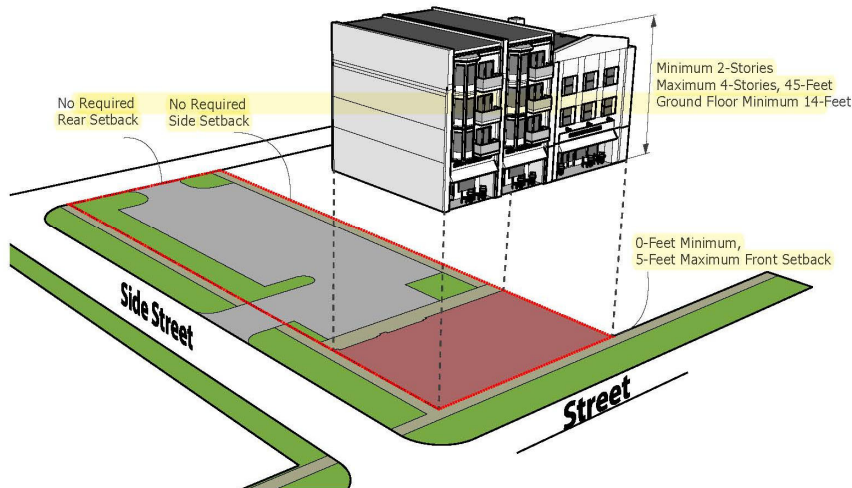
**Old Village Form-Based District**

**Form E - Downtown Mixed Use**

LOT REQUIREMENTS	MIN	MAX
Lot size (sq. ft.)	--	--
Lot width (ft)	--	--
Lot coverage (%)	--	100
BUILDING ENVELOPE	MIN	MAX
Front setback (front or side) (ft)	0 <sup>1</sup>	5
Side setback one side (ft)	--	--
Side setback combined (ft)	--	--
Rear setback (ft)	--	--
Frontage buildout (%)	80	100
BUILDING REQUIREMENTS	MIN	MAX
Dwelling Unit floor area (sq. ft.)	500	
Ground floor height (ft)	14	--
Height (ft)	--	45
Height (stories)	2	4
FRONT FACADE	Front facades must meet design standards in Section 78-184.	

LANDSCAPING	MIN	MAX
Street Trees (1 tree per x lineal feet of street frontage)	30	40
Screening between land uses	--	
PARKING		
Location	Rear yards	
Driveway Access <sup>2</sup>	From side or rear on Village Downtown streets and front, rear or side on Corridor streets.	
Screening of adjacent street right-of-way	--	
NOTES		
<sup>1</sup> The Planning Commission may adjust front yard setbacks, up to 20 feet, and the minimum building frontage to allow a permanent public space, developed as part of the principal building.		
<sup>2</sup> If a garage or below-grade parking is integrated into the building, it must be accessible from a side yard, rear yard, an alley, or from a side street in the case of a corner lot.		

Figure 5. Form E - Downtown Mixed Use - Orthographic View



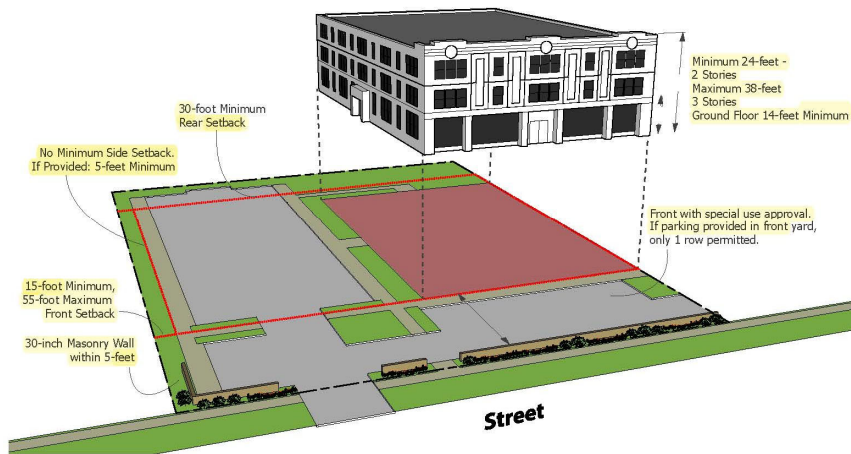
Old Village Form-Based District

Form F - Commercial Mixed Use/Live Work

LOT REQUIREMENTS	MIN	MAX
Lot size (sq. ft.)	43,560	--
Lot width (ft)	100	--
Lot coverage (%)	--	60
BUILDING ENVELOPE	MIN	MAX
Front setback (front or side) (ft)	15 <sup>1</sup>	55
Side setback one side (ft)	-- <sup>2</sup>	--
Side setback combined (ft)	-- <sup>2</sup>	--
Rear setback (ft)	10 <sup>3</sup>	--
Frontage buildout (%)	50	75
BUILDING REQUIREMENTS	MIN	MAX
Dwelling Unit floor area (sq. ft.)	--	--
Ground floor height (ft)	12	--
Height (ft)	--	38
Height (stories)	2	3
FRONT FACADE		
Front facades must meet design standards in Section 78-184.		

LANDSCAPING	MIN	MAX
Street Trees (1 tree per x lineal feet of street frontage)	30	40
Screening between land uses	To be determined	
PARKING		
Location	Side and rear yards. Front with special use approval.	
Driveway Access	From front, rear or side	
Screening of adjacent street right-of-way	30 inch masonry wall with shrubs or landscaping within 5 feet of street right-of-way	
NOTES		
<sup>1</sup> The Planning Commission may adjust front yard setbacks, up to 20 feet, and the minimum building frontage to allow a permanent public space, developed as part of the principal building.		
<sup>3</sup> Minimum of 5' side yard if provided		
<sup>4</sup> If adjacent to a one or two family use or zoning district, the minimum setback is 25 feet		

Figure 6. Form F - Commercial Mixed Use /Live Work - Orthographic View



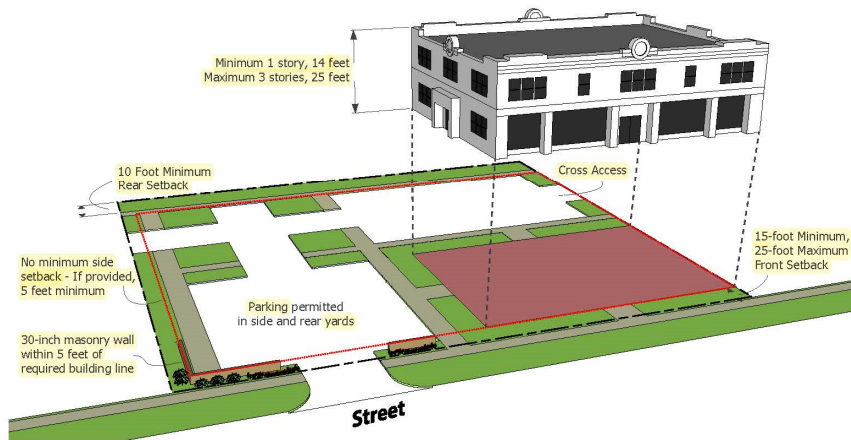
**Old Village Form-Based District**

**Form G - Single Purpose Building**

LOT REQUIREMENTS	MIN	MAX
Lot size (sq. ft.)	21,780	--
Lot width (ft)	50	--
Lot coverage (%)	--	60
BUILDING ENVELOPE	MIN	MAX
Front setback (front or side) (ft)	15	25
Side setback one side (ft)	-- <sup>1</sup>	--
Side setback combined (ft)	-- <sup>1</sup>	--
Rear setback (ft)	10 <sup>2</sup>	--
Frontage buildout (%)	50	75
BUILDING REQUIREMENTS	MIN	MAX
Dwelling Unit floor area (sq. ft.)	--	--
Ground floor height (ft)	12	--
Height (ft)	--	38
Height (stories)	1	3
FRONT FACADE	Front facades must meet design standards in Section 78-184.	

LANDSCAPING	MIN	MAX
Street Trees (1 tree per x lineal feet of street frontage)	30	40
Screening between land uses	To be determined	
PARKING		
Location	Side and rear yards	
Driveway Access	From front, rear or side	
Screening of adjacent street right-of-way	30 inch masonry wall with shrubs or landscaping within 5 feet of street right-of-way	
NOTES		
<sup>1</sup> Minimum of 5' side yard if provided		
<sup>2</sup> If adjacent to a one or two family use or zoning district, the minimum setback is 25 feet		

Figure 7. Form G - Single Purpose Building - Orthographic View

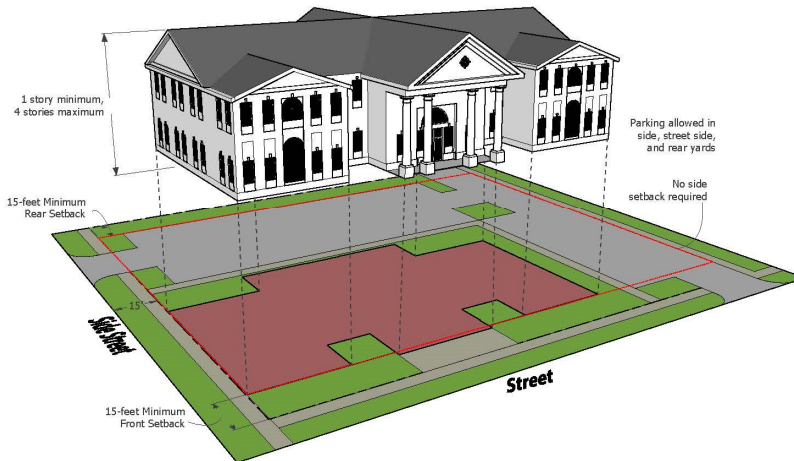


Form H - Institutional

LOT REQUIREMENTS	MIN	MAX
Lot size (sq. ft.)	--	--
Lot width (ft)	--	--
Lot coverage (%)	--	60
BUILDING ENVELOPE	MIN	MAX
Front setback (front or side) (ft)	15 <sup>1</sup>	25
Side setback one side (ft)	10	--
Side setback combined (ft)	20	--
Rear setback (ft)	15	--
Frontage buildout (%)	50	100
BUILDING REQUIREMENTS	MIN	MAX
Dwelling Unit floor area (sq. ft.)	--	--
Ground floor height (ft)	14	--
Height (ft)	--	45
Height (stories)	1	3
FRONT FACADE	Front facades must meet design standards in Section 78-184.	

LANDSCAPING	MIN	MAX
Street Trees (1 tree per x lineal feet of street frontage)	30	40
Screening between land uses	--	
PARKING		
Location	Side street, side and rear yards	
Driveway Access <sup>1</sup>	From front, rear or side	
Screening of adjacent street right-of-way	30 inch masonry wall with shrubs or landscaping within 5 feet of street right-of-way	
NOTES		
<sup>1</sup> The Planning Commission may adjust front yard setbacks, up to 20 feet, and the minimum building frontage to allow a permanent public space, developed as part of the principal building.		

Figure 9. Form I - Institutional - Orthographic View



**E. Height, Setback and Landscaping Deviations**

1. The Planning Commission may grant height, setback, and landscaping deviations if the following are found:
  - a. The deviation will not adversely impact public health, safety, and welfare.
  - b. The deviation maintains compatibility with adjacent uses.
  - c. The deviation is compatible with the Master Plan and in accordance with the goals and objectives of the Master Plan and any associated subarea and corridor plans.
  - d. The deviation will not adversely impact essential public facilities and services, such as: streets, pedestrian or bicycle facilities, police and fire protection, drainage systems, refuse disposal, water, and sewage facilities, and schools.
  - e. The deviation will be in compliance with all other Zoning Ordinance standards.
  - f. The deviation will not adversely impact any on-site or off-site natural features.

**F. Authorized Use Groups**

1. Authorized uses are categorized by use groups as set forth in the Use Groups . Use groups generally contain similar types of uses in terms of function, character, and intensity.

**Use Groups by Category Table**

Use Group 1, Residential Uses:
Dwelling, one-family detached
Dwelling, two-family
Use Group 2, Residential / Lodging Uses:
Dwelling, one-family attached
Dwelling, multiple-family
Live/Work units
Senior assisted/independent living
Group day care homes
Child care centers

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<b>Use Group 3, Office / Institutional:</b>
Civic building
Office, general
Office, medical
Primary/secondary schools (private or charter)
Post-secondary schools
Places of worship
Data processing and computing centers
Technology centers/office research
Publicly owned/operated office and service facilities
Funeral homes
<b>Use Group 4, Automobile / Transportation Uses:</b>
Vehicle sales, new
Vehicle service station
Vehicle repair station
Vehicle body repair
Vehicle wash
Automobile, truck , and trailer rental
<b>Use Group 5, Retail, Entertainment, and Service Uses:</b>
Financial institutions
General retail sales
Art, cultural, or recreation studio
Fitness, gymnastics, and exercise centers
Theatres and places of assembly
Indoor commercial recreation establishments
Restaurant
Personal services

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Business services
<b>Use Group 6, Misc. Commercial Uses:</b>
Lodging
Retail sales, large-scale
Shopping centers
Health fitness center / athletic clubs
Theatres, and places of assembly
Hospital
Building & lumber supply
Garden centers, nurseries
Outdoor commercial recreation
Indoor commercial recreation
Self-storage
Commercial kennels / pet day care
<b>Use Group 7, Industrial Uses:</b>
Contractor's Equipment Storage
Food Products
Commercial outdoor storage
Manufacturing, Processing, etc.
Metal Plating
Plastics
Printing and publishing
Tool & die, gauge & machine shop
Warehousing / Wholesale
Experimental Research & Testing Labs

2. Use groups are designated in locations within each district based on the regulating plan. Use groups are classified in the following manner:

***Old Village Form-Based District***

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- a. Permitted use groups. These use groups are permitted as of right in the locations specified, and are depicted with the symbol P.
- b. Permitted use groups in upper stories. These use groups are permitted as of right in upper stories only in the location specified and are depicted with the symbol UP.
- c. Special use groups. These use groups are permitted after review and approval by the Planning Commission, in accordance with the procedures set forth in Article X and the standards in this chapter. Use groups requiring conditional use approval are depicted with the symbol S. The following uses will require a special use regardless of the site type or building form:
  - i. Drive-through use.
  - ii. Single-use building over 15,000 gross floor area abutting residentially used or zoned property.
- d. Uses permitted in all locations within the district. Public parks and essential public services are permitted by right in all locations.
- e. Similar uses.
  - i. If a use is not listed but is similar to other uses within a use group, the Zoning Administrator may determine whether the use is similar to other uses within a use group.
  - ii. The Zoning Administrator may also determine whether the use is permitted as of right, permitted in upper stories only, or permitted as a conditional use. The Zoning Administrator may obtain a recommendation from the Planning Commission as to whether or not the proposed use is similar to a use permitted as of right, permitted in upper stories only, or permitted as a conditional use.
- f. If a site is adjacent to two different street types, the more intense street type shall control for the purpose of determining allowable use groups.

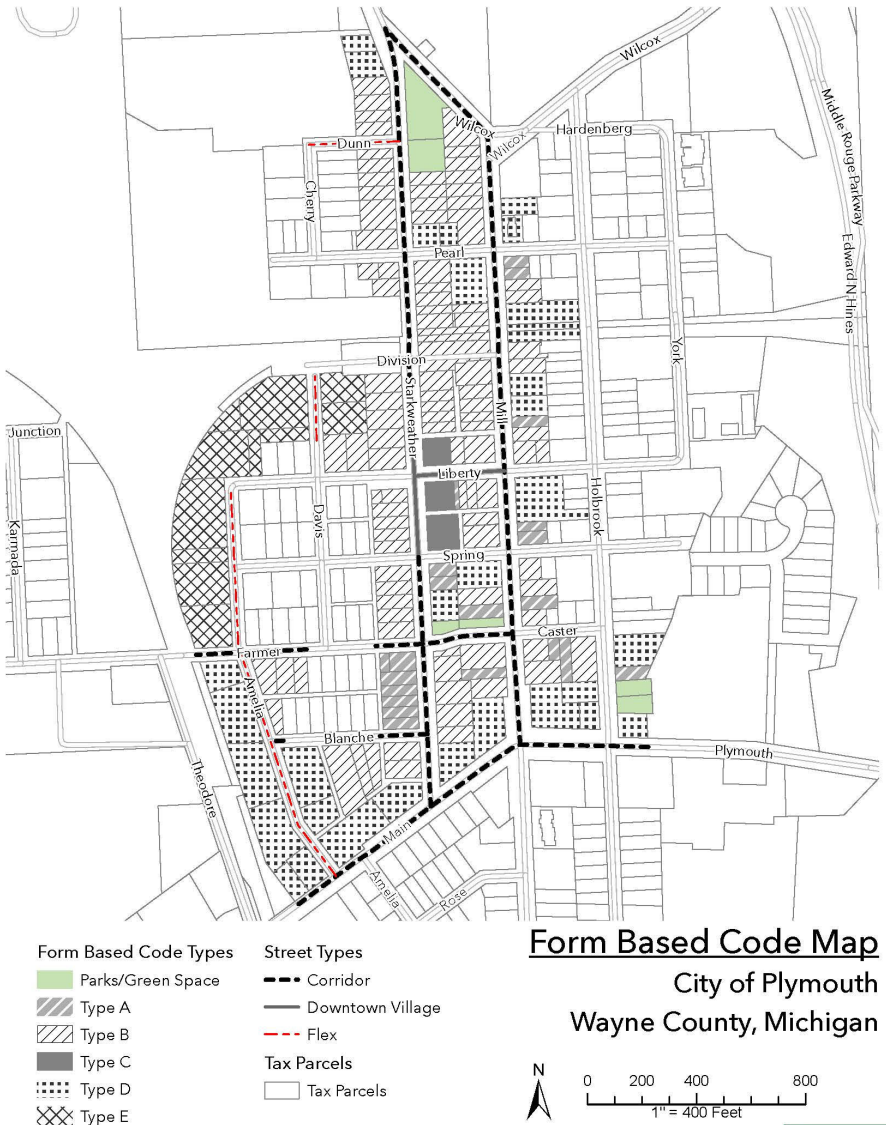
**Section 78-183 REGULATING PLAN, BUILDING FORMS & USE GROUPS**

**A. Regulating Plan**

- 1. The Regulating Plan, as set forth in this Section, identifies allowable uses and permissible development within the District based on location.

**Old Village Form-Based District**

- All development shall be compatible with the vision and in accordance with the goals and objectives set forth in the Master Plan and any other applicable Plan.



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3. The Regulating Plan is based on four (4) factors: Street Type; Site Type; Building Form; and Use Groups.

C. **Authorized Building Forms and Use Groups.** The following Building Forms and Use Groups, determined by the Street Type and Site Type in the OV Regulating Plan, are allowed as shown in the table below:

**OLD VILLAGE REGULATING TABLE**

Street Type	Site Type	Building Form	Approval	Use Group	Approval
<b>Corridor</b>	A				
	B				
<b>Downtown Village</b>	B				
	C				
<b>Flex</b>	D				
	E				

**Commented [MMM1]:** Need Planning Commission input on what should be here

**SECTION 78-184 DESIGN STANDARDS**

A. **Intent.** The intent of these design standards is to preserve the historic character and maintain a minimum design standard in the form-based districts. Design standards are requirements but guidelines in those Sections are optional.

B. **Design Standards for Dwellings.** The following design standards apply to dwellings in VO district:

1. Dwelling units shall conform to all applicable city codes and ordinances and state or federal requirements with respect to the construction of the dwelling.
2. Dwelling units shall be permanently attached to a perimeter foundation. In instances where the applicant elects to set the dwelling on piers or other acceptable foundations which are not at the perimeter of the dwelling, then a perimeter wall shall also be constructed. Any such perimeter wall shall be

**Commented [MMM2]:** Cut and pasted from MU district. Is this intended for all dwellings or all houses? Also, would it be better to use regulations for single-family houses in the R-1 (Section 78-43)?

**Commented [MMM3R2]:** Also, can we require that an entrance face the primary street?

*Old Village Form-Based District*

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constructed of durable materials and shall also meet all local requirements with respect to materials, construction and necessary foundations below the frost line. Any such wall shall also provide an appearance which is compatible with the dwelling and other homes in the area.

3. Dwelling units shall be provided with exterior finish materials similar to the dwelling units on adjacent properties or in the surrounding residential neighborhood.
4. Dwelling units shall be provided with roof designs and roofing materials similar to the dwelling units on adjacent properties or in the surrounding residential neighborhood.
5. Dwelling units shall be provided with an exterior building wall configuration which represents an average width to depth or depth to width ratio which does not exceed three to one (3:1) or is in reasonable conformity with the configuration of dwelling units on adjacent properties or in the surrounding residential neighborhood.
6. The dwelling shall contain storage capability in a basement located under the dwelling, in an attic area, in closet areas, or in a separate structure of standard construction similar to or of better quality than the principal dwelling, which storage area shall be equal to ten percent of the square footage of the dwelling or 100 square feet, whichever shall be less.
7. Any such dwelling unit shall be anchored by an anchoring system approved by the city.
8. The building official may request a review by the planning commission of any dwelling unit with respect to subsections (1), (2) and (3) of this subsection. The building official or planning commission shall not seek to discourage architectural variation, but shall seek to promote the reasonable compatibility of the character of dwelling units, thereby protecting the economic welfare and property value of surrounding residential uses and the city at large. In reviewing any such proposed dwelling unit, the building official may require the applicant to furnish such plans, elevations and similar documentation as is deemed necessary to permit a complete review and evaluation of the proposal. When comparing the proposed dwelling unit to similar types of dwelling areas, consideration shall be given to comparable types of homes within 300 feet. If the area within 300 feet does not contain any such homes, then the nearest 25 similar type dwellings shall be considered.

- B. Design Standards and Guidelines.** In addition to standards set forth in this Zoning Ordinance, all proposed development, except for dwellings, in the OV District shall comply with the standards below and should comply with the guidelines below to the greatest extent possible:

1. **Site Design**

- a. **Intent.** To ensure that site layout considers the internal organization of a development project and the external relationship with the public right-of-way, adjacent properties, naturalized features, in order to relate to the street context.
- b. **Site Design Standards.** Existing and planned pedestrian and bicycle circulation systems and easements shall be integrated into site design. A pedestrian connection shall provide a clear, obvious, publicly-accessible connection between the primary street upon which the building fronts and the building. The pedestrian connection shall comply with the following:
  - i. Fully paved and maintained surface not less than five (5) feet in width.
  - ii. Unit pavers or concrete distinct from the surrounding parking and drive lane surface.
  - iii. Located either within a raised median or between wheel stops to protect pedestrians from vehicle overhangs where parking is adjacent.
- c. **Site Design Guidelines.**
  - i. Site design should consider the placement of adjacent buildings and natural features.
  - ii. Site and building design should accommodate pedestrian circulation on-site from parking areas to plazas, open space, pedestrian pathways, and to adjoining buildings.
  - iii. Coordinate site design with adjoining sites to take advantage of shared access and parking, similar perimeter landscape themes, or similar features.
  - iv. As part of site design, the use of sustainable practices is strongly encouraged, including:
    - (1) Naturalized stormwater management features such as rain gardens, green roofs, bioswales, and bio-retention basins, which are integrated in a cohesive and logical manner to take advantage of site topography, orientation, and visibility;
    - (2) Use of pervious paving in lieu of impervious paving;
    - (3) Reductions in paved areas to the minimum necessary to accomplish site circulation and parking;

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- (4) Use of native landscaping;
- (5) Inclusion of natural and open space with access as public space;
- (6) Inclusion of renewable energy features;
- (7) Building siting to take advantage of solar orientation and wind protection; and
- (8) Use of recycled products for infrastructure, site, and building material.

2. **Building Placement and Orientation.**

- a. **Intent.** To require building placement that provides a strong visual and functional relationship with its site, adjacent sites, and nearby thoroughfares and to ensure consistency within sites and with adjacent sites to provide distinct building groups which exhibit similar orientation, scale, and proportion.
- b. **Building Placement and Orientation Standards.**
  - i. Primary building entrances shall front on the public streets.
  - ii. Sidewalks shall be provided along the full length of the building along any façade featuring a public entrance.
  - iii. Building entries shall be located so that they are easily identifiable with convenient public access. Each project shall provide a well-defined entry sequence for pedestrian and vehicular uses from the street to the building.
  - iv. All additional public entrances, regardless of location, must provide direct pedestrian access of the same quality and design as that required for the main entrance.
- c. **Building Placement and Orientation Guidelines.**
  - i. Building placement and orientation should be coordinated with adjoining sites to take advantage of similar perimeter landscape themes, common access, or similar features.
  - ii. Plazas, courtyards, and public art are strongly encouraged.
  - iii. Where feasible, accessory facilities such as mechanical equipment, trash collection, loading areas, storage areas, and vehicle service areas shall be located away from portions of the site which are highly visible from public streets or private properties with dissimilar improvements.

3. **Parking Placement, Orientation, and Screening.**

a. **Intent.** To provide a circulation system that efficiently moves vehicles in a well-defined manner, while reducing the visual impact of parking areas and mitigating conflict between pedestrians, bicycles, and automobiles.

b. **Parking Placement, Orientation and Screening Standards.**

i. **Required Parking.** Off-street vehicle parking shall be provided for a principal use erected, altered, or expanded after the effective date of this Ordinance in accordance with the standards set forth in Article XXII.

The OV district is intended to encourage non-motorized and transit friendly design and compact mixed-use developments. Applicants are encouraged to consider the provisions for shared parking set forth in Article XXII and flexibility in application set forth in Article XXII.

ii. **Location.**

(1) When parking is located in a side yard (behind the front building line) but fronts on the required building line, no more than twenty-five percent (25%) of the total linear feet along the required building line or sixty (60) feet, whichever is less, shall be occupied by parking.

(2) For a corner lot, no more than twenty-five percent (25%) of the cumulative linear feet along the required lines or sixty (60) feet, whichever is less, shall be occupied by parking. The building shall be located the corner of the lot adjacent to the intersection.

(3) For a double frontage lot or a lot that has frontage on three (3) streets, the cumulative total of all frontages occupied by parking shall be no more than thirty-five percent (35%) of the total linear feet along a required building line or sixty (60) feet, whichever is less.

(4) Where off-street parking is visible from a street, it be screened in accordance with the standards in the building forms.

c. **Parking Placement, Orientation and Screening Guidelines.**

i. Large parking lots are discouraged in favor of smaller, connected parking lots that utilizes landscaping screening, transitions, and buffers.

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- ii. Visitor and employee parking should be separated when possible. Visitor parking lots should be placed closer to the building. Employee parking lots should be oriented to the rear or side of the building and screened from the public right-of-way.
- iii. The placement and design of parking areas and structures should foster safe nonmotorized access and circulation and clearly identifiable public access, bicycle parking and vehicular visitor parking.
- iv. Pedestrian access to parking lots, regardless of location, should be equal to the quality of materials and design of the primary entrance.
- v. Parking lot poles should be located so as not to present an obstacle to pedestrians or hazard to vehicles.

4. **Building Massing and Scale.**

- a. **Intent.** To maintain consistent massing and scale and ensure the use of properly proportioned building elements.
- b. **Building Massing and Scale Standards.**
  - i. Building massing, height, bulk, scale, and proportion shall maintain consistency with the existing character of the adjacent buildings.
  - ii. Building design should employ coordinated massing to produce overall unity, scale, and interest.
  - iii. Rooflines and pitches shall be proportionate to nearby structures so as to provide transition or mitigation of significant changes to scale.

5. **Architectural Design and Building Materials**

- a. **Intent.** To preserve the historic character of the Old Village and nearby areas and to create a character for the OV district that encourages the greatest amount of visual interest, architectural consistency, and high-quality material use. The standards are not intended to limit imagination, innovation, or variety.
- b. **Materials.** Durable building materials, simple configurations, and solid craftsmanship are required. More restrictive regulations may be applied in individual form-based districts.
  - i. Eighty percent (80%) of walls visible from public streets, exclusive of wall areas devoted to meeting transparency

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- requirements, shall be constructed of high-quality materials (i.e., brick veneer, quarried stone, glass, precast concrete).
- ii. Exterior walls facing public rights-of-way and customer parking areas shall have a finished appearance, using the same materials as used on the front of the building.
  - iii. Materials shall be selected for suitability to the type of buildings and the architectural design in which they are used.
  - iv. Material selection shall be consistent with architectural style in terms of color, shades, and texture. However, monotony shall be avoided.
  - v. Materials shall be consistent with adjoining buildings.
  - vi. Buildings shall have the same materials, or those that are architecturally compatible, for construction of all building walls and other exterior building components wholly or partly visible from public ways and public parking lots.
  - vii. Preferred building materials: quarried stone, cultured stone, full veneer brick, composite lap siding, architectural concrete (with recessed panels and reveal lines), colored CMU block and architectural CMU block (i.e., split face, fluted, scored, honed, etc.), architectural metals and standing seam metal roofing, and dimensional shingles.
  - viii. Preferred accent materials: precast cast stone, natural stone accents, glass accents.
  - ix. Prohibited Materials are plain, flat faced CMU block (painted CMU), brick tiles, metal walls and EIFS. EIFS may be used if no more than five percent (5%) percent permitted and used as an accent only.
  - x. The applicant shall provide a schedule indicating percentage of façade materials totaling one hundred percent (100%) and the applicant shall provide a sample board to the Planning Commission.
- c. **Building Variation.** Building articulation or architectural design variations for building walls facing the streets are required to ensure that the building is not monotonous in appearance.
- i. Building facades shall be subdivided, through the location of architectural treatments and the arrangement of openings (doors and windows) that are compatible in size and scale to the surrounding buildings.

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- ii. The height to width ratio of these subdivided facades of single story buildings shall not exceed 1:2. The height to width ratio of these subdivided facades of two-story buildings shall not exceed 1:1.
- iii. The maximum linear length of an uninterrupted building façade facing public streets and/or parks shall be thirty (30) feet. Building articulation shall be accomplished through a combination of the following techniques:
  - (1) Façade modulation: Stepping portions of the façade to create shadow lines and changes in volumetric spaces.
  - (2) Use of engaged columns or other expressions of the structural system.
  - (3) Horizontal and vertical divisions: Use of textures and materials, combined with façade modulation.
  - (4) Dividing facades into storefronts with visually separate display windows.
  - (5) Providing projections such as balconies, cornices, covered entrances, pergolas, arcades, and colonnades.
  - (6) Variations in the rooflines by use of dormers windows, overhangs, arches, stepped roofs, gables, and other similar devices.
- d. **Transparency.** The first floors of all buildings shall be designed to encourage and complement pedestrian-scale activity and crime prevention techniques. It is intended that this be accomplished principally by the use of windows and doors arranged so that active uses within the building are visible from or accessible to the streets.
  - i. The first floor of any front façade facing a right-of-way of street on the Regulating Plans shall meet the minimum requirements based on street type and building form in First Floor Transparency Requirements Table. The minimum transparency requirement shall apply to all sides of a building that abut an open space, or public right-of-way. Transparency requirements shall not apply to sides which abut an alley. If a building form and street type is not specified, the minimum percentage is fifty percent (50%).

***First Floor Transparency Requirements Table***

**Old Village Form-Based District**

<b>BUILDING FORM</b>	<b>STREET TYPE</b>	<b>MIN. 1<sup>ST</sup> FLOOR TRANSPARENCY (%)</b>
House, Two-Family	All street types	0
Multiple-Family, Attached Residential/Townhouse	All street types	30
Institutional	All street types	50
Downtown Mixed Use	All street types	70
Commercial Mixed Use/Live Work Single Use	Village, Corridor, Flex	50
All building forms, except for House and Two-Family	Village Downtown	70

- ii. If a building is on a corner and the side street is classified as a Village street in a Regulating Plan, the minimum transparency for the facades facing a side street may be reduced to no less than thirty percent (30%) of the façade.
  
- iii. Transparency Alternatives. The following alternatives may be used singularly or in combination. If used in combination, they may count toward no more than eighty percent (80%) of the transparency requirement set forth in First Floor Transparency Requirements Table:
  - (1) Wall Design. Wall designs that provide visual interest and pedestrian scale may count toward no more than fifty percent (50%) of primary street and fifty percent (50%) of side street transparency requirements. Wall designs must provide a minimum of three (3) of the following elements, occurring at intervals no greater than twenty-five (25) feet horizontally and ten (10) feet vertically:
    - a. Expression of structural system and infill panels through change in plane not less than three (3) inches.
    - b. System of horizontal and vertical scaling elements such as: belt course, string courses, cornice, pilasters.
    - c. System of horizontal and vertical reveals not less than one (1) inch in width/depth.

***Old Village Form-Based District***

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- d. Variations in material module, pattern, and/or color.
  - e. System of integrated architectural ornamentation.
  - f. Green screen or planter walls.
- (2) Permanent Art. Non-commercial art or graphic design of sufficient scale and orientation to be perceived from the public right-of-way and rendered in materials or media appropriate to an exterior, urban environment and permanently integrated into the building wall may count toward no more than forty percent (40%) of the transparency requirement.
- (3) Outdoor dining/seating. Inclusion of outdoor dining/seating located between the building and the primary street lot line.
6. **Landscaping.**
- a. **Intent.** To incorporate appropriate native landscaping to enhance visual appearance, provide transitions between properties, and screen unsightly areas.
  - b. **Landscaping Standards.** Landscaping in the OV district shall meet the following standards:
    - i. Street trees shall be provided at a minimum of one (1) tree per every forty (40) feet of lineal street frontage, and at a maximum of one (1) tree per every thirty (30) feet of lineal street frontage.
    - ii. Plant, shrub, and tree species shall be appropriate to the southeast Michigan climate and should require minimal water and care.
    - iii. Landscaping shall be protected from vehicular encroachment by the use of curbs.
    - iv. Except on streets designated Downtown Village on the Regulating Plan, landscaping shall be provided around the perimeter of a building to minimize the “hard edge” that is created where the building meets the pavement.
    - v. Screening between land uses shall be provided in compliance with Section 78-206.
  - c. **Landscaping Guidelines.**

*Old Village Form-Based District*

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- i. The use of naturalized stormwater management techniques (bioswales, roof gardens, rain gardens) is highly encouraged to reduce stormwater runoff.
  - ii. Landscaping should conform and incorporate existing landscape and topographic features.
  - iii. Landscaping within courtyards and patios may include hardscape and softscape materials.
  - iv. Landscaping should maintain adequate sight lines for visual safety, visibility, and efficient security.
  - v. Pedestrian areas and walks should be distinguishable from parking and circulation areas with distinct paving materials, shade trees, and groundcover planting
7. **Utilities and Mechanical Screening.**
- a. **Intent.** To ensure that utilities are designed to be a part of the overall building so to reduce the visual impact.
  - b. **Utilities and Mechanical Screening Standards.**
    - i. New utilities shall be located underground.
    - ii. Ground mechanical equipment and utilities shall be screened from the public right-of-way with the use of walls, fencing, or roof-top mechanical equipment and utilities shall be screened from view of adjacent parcel or the public right-of-way.
    - iii. Walls, fencing, and architectural details for screening shall compliment the materials used in the associated building's architectural style.
8. **Loading and Storage Areas**
- a. **Intent.** To ensure that loading, storage, and other building utility features are designed to be a part of the overall building as so to reduce the visual impact.
  - b. **Loading and Storage Areas Standards.**
    - i. Loading and service areas shall be located on the sides or rears of the buildings.
    - ii. Loading and service areas shall be screened from the public right-of-way with the use of fencing, landscaping, or walls.

***Old Village Form-Based District***

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- iii. Freestanding storage facilities (including warehousing) shall comply with all design standards.
- iv. Trash storage and pick-up facilities shall be located in the rear or side of a building or site and screened from view of adjacent parcel and the public right-of-way.
- v. Outdoor trash storage shall be screened with fencing or walls, which are consistent with the associated primary building color and materials.



**Carlisle | Wortman**  
ASSOCIATES, INC.

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

**TO:** City of Plymouth Planning Commission  
**FROM:** Megan Masson-Minock, AICP  
**DATE:** August 3, 2023  
**RE:** Zoning Audit Implementation Report

This report summarizes the actions determined by the Planning Commission to implement the zoning audit performed by our firm in late 2021. The report lays out a work plan for the next five years and contains an appendix with sections on Master Plan Update, Quick Zoning Ordinance Update, and Zoning Ordinance Update.

**Process**

This report is the result of a 9-month process where the following steps were taken:

- Zoning Audit by CWA (see full report here)
- Review of the Zoning Audit by the Planning Commission (one meeting)
- Prioritization of Zoning Audit items by the Planning Commission (two meetings)
- Review of Draft Zoning Audit Report

The next step in the process is for the Planning Commission to review this report and identify any changes needed, before recommending the report to the City Commission. In addition, CWA is drafting a form-based zoning district for the Old Village area.

**Work Plan**

The following work plan lays out actions by year to implement items in the Zoning Audit Report prioritized by the Planning Commission. Details for each action can be found in the appendix of this report.

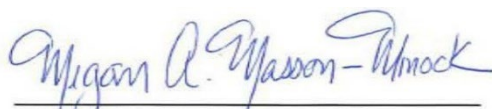
<b>Year 1 (July 2023-June 2024)</b>	
Master Plan Update	The City (staff, Planning Commission and City Commission) should complete the Master Plan update underway, including the actions noted in the “Master Plan Update Items” listing in the appendix. These actions are necessary to lay the groundwork for zoning changes to be taken on in subsequent years. Some actions, like building type inventories, would lay the basis for a form-based zoning in Old Village area, Downtown, and areas planned for Mixed Use High Density. Other actions call for the City to make decisions on land uses, particularly multiple-family housing and parking, which would be implemented.

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Richard K. Carlisle, Past President/Senior Principal*

<b>Year 2 (July 2024-June 2025)</b>	
Quick Zoning Ordinance Update	The Planning Commission has identified 26 items from the Zoning Audit that could be undertaken in a quick update to the Zoning Ordinance (see appendix). These items are important to complete (i.e., not in compliance with state, federal and case law), easily drafted, not expected to be controversial, and would not require community input (other than the required public hearing). These zoning ordinance amendments could be completed in less than 12 months using modest resources (staff and consultant time).
<b>Years 3-4 (July 2025-June 2027)</b>	
Zoning Ordinance Rewrite	The City's Zoning Ordinance was last comprehensively updated in 1992. The Planning Commission has identified several changes from the Zoning Audit, including the reorganization or consolidation of articles and the addition of form-based districts. The work done in Year 1 for the Master Plan Update will inform this process. Consultant assistance for the project may be needed, which would take over a year.
<b>Year 5 (July 2027-June 2028)</b>	
Evaluate Zoning Changes during Master Plan Update	The Michigan Planning Enabling Act requires municipalities to evaluate whether an update to its Master Plan is needed once every five years. The City could take this opportunity to examine how zoning changes have worked and what changes are needed.
Amend Zoning Ordinance	One year after the adoption of the rewritten Zoning Ordinance, the City will likely need to adopt a series of small zoning ordinance amendments to correct any mistakes or inconsistencies with the new Zoning Ordinance.

We look forward to meeting with you in August! Please do not hesitate to contact us with any questions or suggestions.

Respectfully submitted,



**CARLISLE/WORTMAN ASSOC., INC**  
 Megan Masson-Minock, AICP  
 Principal

# Appendix

Master Plan Update

Quick Zoning Ordinance Update

Zoning Ordinance Update

### **Master Plan Update**

Based on the Planning Commission workbooks and discussion, the following items from the Zoning Audit should be included in the current Master Plan update.

- Conduct a form-based analysis for the Old Village area, Downtown, and the areas planned for Mixed Use High Density. The analysis would include a building type inventory, analysis of street types and designation of public space and parking areas.
- Examine parking options in the Downtown to determine whether minimum parking requirements are needed or only necessary for some uses, such as residential.
- Review parking needs in each future land use district in the Master Plan.
- Examine the principal uses in the MU districts and determine if the additional regulations have produced the desired results in the Old Village area. If not, the Master Plan should outline the changes needed.
- Determine the existing multiple-family building types that work best in the context of the City and then design zoning regulations based on those examples. Part of the analysis should include whether two distinct districts are needed and if a form-based approach is warranted.
- Examine whether the O-1 zoned parcels on North Main Street could be incorporated into the planned mixed use area.
- Consider where modern uses not currently in the Zoning Ordinance should be in the City and under what general circumstances. Uses could include micro-brewery, vintner, or distiller, with consideration for an accessory tasting room; pet day-care; extended stay hotels; incidental sales and services; accessory dwelling units; and short-term rentals.
- Eliminate the institutional future land use category, and either plan for a new use on those parcels currently identified for institutional uses to address situations where the institutional use ceases or outline a process to do so.

### **Quick Zoning Ordinance Update**

Based on the Planning Commission workbooks and discussion, the items below from the Zoning Audit should be included in a quick Zoning Ordinance update.

Update the Schedule of Regulations to specifically define a zero foot minimum front yard setback and 12 foot maximum setback for the B-2 District.

*Make the following changes to comply with state laws, federal laws, and case law:*

- Change the notice requirements for special land use to not less than 15 days before the date of the hearing.

- Update Section 78-377 by changing item (c) to state that “Public hearings for an amendment to this title, or the zoning map, that affects more than ten **adjacent** properties shall only require notice in a newspaper”, with the added text in bold, italicized font.
- Amend Section 78-406 for Notices for the Zoning Board of Appeals to reference the not less than 15 day window by mail and in the newspaper.
- Update regulations in Section 78-296 for religious institutions to comply with the Religious Land Use and Institutionalized Persons Act (RLUIPA), by eliminating specific landscaping requirements, confirming with the City Attorney that religious institutions cannot occupy a portion of a multi-tenant building, and examine allowance of meeting halls, private clubs and related services in the O-1 and B-3 zoning districts.
- Consult with the City Attorney as to whether the Child Care Center and Group Day Care homes with an annual compliance permit is allowed and whether the current regulations for these uses comply with state licensing requirements and the Americans with Disabilities Act.

*Change outdated references:*

- Change the reference when uses are required to “be located only on major or collector thoroughfares as designated in the city's master plan” to major arterials and major collectors on the National Functional Classification designation, maintained by the State of Michigan.
- Convert Section 78-133 – Uses Prohibited into performance standards or a required sign off from the Fire Department.
- Update inconsistent or improper terms including: “special land use” instead of “special use”; “Michigan Department of Environment, Great Lakes, and Energy” or “EGLE” instead of “Michigan Department of Environmental Quality” or “MDEQ”; “religious institution” instead of “church”; and “Community Development Director” instead of “Building Official”, in most instances.
- Change “tavern” in Section 78-111 – Principal uses permitted in the B-3 Zoning District to “bar/lounge” since tavern is not used elsewhere.

*Allow for modern uses:*

- Allow for e-commerce options in the B-1, B-2, ARC and MU Zoning Districts. In those zoning districts, the principal use allowing similar uses has a restriction that, “All businesses establishments shall be retail or service establishments dealing directly with consumers. All goods produced on the premises shall be sold at retail from the premises where produced.” The last sentence could be construed to not allow e-commerce to be part of the business.

*Eliminate suburban standards:*

- Decrease large minimum lot sizes and setbacks for specific uses: private non-commercial recreational areas, institutional or community recreation centers or non-profit swimming pool clubs; universities; hospitals; convalescent or nursing homes; and religious institutions.

*Streamline and clarify processes:*

- Consider allowing instances where a plot plan, instead of a full site plan application, could be submitted. For instance, the re-use of an existing building for special land use likely would not necessitate the level of detail required for a site plan application.

- List those special uses which require site plan review in Article XX.
- Place amendment regulations in its own article with specific standards and process descriptions. Specific sections would include in general, rezonings (map amendments), text amendments and conditional rezonings.
- Pivot section 78-385 to a description of planning commission powers, duties and responsibilities, as enabled by state law. This section should include: the number of and process for appointing Planning Commission members, officers, bylaws, meetings, annual report, compliance with the Open Meetings Act, and preparation of a Master Plan.
- Include the Planning Commission's ability to investigate, require information, place conditions and the time limitation of their approval into regulations for site plan, special land use and nonconformance approvals.

*Update definitions:*

- Review all definitions for consistent usage, including "average grade" and "usable floor area."
- Review definitions such as "nuisance" to match, where appropriate, those in other City ordinances, with the assistance of the City Attorney.
- Update all definitions for modern understanding. For instance, "video rental establishments" could be consolidated into a service use or eliminated.
- Remove regulatory language from definitions where possible, such as removing the reference to "one-story" in the convenience grocery store definition and "separated from each other by a firewall" from the townhome/rowhouse definition.
- Remove definitions not used outside of Article II: billboard, delicatessen, mechanical amusement device, rooming house, mobile home park/manufactured home community (due to exceptions per state law for this use, consultation with the City Attorney is recommended).
- Use graphics to simplify definitions when possible.

*Improve organization and navigability:*

- Consolidate all fence regulations into a single place, with the fence section of the Zoning Ordinance or the City's Fence Ordinance.
- Consolidate the "Vested Right" sections in Article I and Article XXVII.
- Examine and update setbacks for generator location requirements in Section 78-217 – Projections into setbacks, based on recent variance requests.
- Update the Intent of the B-2 Zoning District to reflect the description of the Central Business District Future Land Use Category in the Master Plan.

## **Zoning Ordinance Rewrite**

Based on the Planning Commission workbooks and discussion, the items below from the Zoning Audit should be included in the Zoning Ordinance rewrite.

*Add form-based regulations:*

- Update the Zoning Ordinance to implement form-based, mixed-use districts. Each form-based district would have street types and parcel types on a map, called a regulating plan, that would determine the building types and land uses. Existing and planned public spaces, such as parks, and public parking areas can be designated on the regulating plan.

*Update and clarify regulations per the Master Plan:*

- Clearly articulate the minimum lot size and maximum density for multiple-family uses, without the current formulas to determine a baseline. Those formulas could be used for exceptions, if needed.

*Update procedures:*

- Update the site plan process based on current procedures and best practices. A complete list of recommendations is in the Zoning Audit report.
- Include regulations for development agreements for their Special Land Uses, Conditional Rezonings or PUD's.
- Consider eliminating use variances. Best planning practices call for the elimination of use variances. The Zoning Board of Appeals can compromise a municipality's ability to implement its Master Plan through use variances.

*Update uses and regulations:*

- Add allowances and regulations for modern uses not listed in the Zoning Ordinance, but mentioned in the updated Master Plan, such as: micro-brewery, vintner, or distiller, with consideration for an accessory tasting room; pet day-care; extended stay hotels; incidental sales and services; accessory dwelling units; and short-term rentals.
- Update the uses in the I-1 and I-2 zoning districts to reflect more modern uses and uses in the City, such as consolidating the listings of types of manufacturing, updating principal and special land uses based on 21<sup>st</sup> century industries; removing banks and credit unions from the I-1 and I-2 districts, and removing indoor recreation and commercial kennels from the I-2 district.
- Update parking regulations per the updated Master Plan and the parking recommendations in the Zoning Audit report.
- Update Landscaping Requirements and place in a more visible spot. A complete list of recommended updates is in the Zoning Audit report.
- Update temporary building and structure regulations. Separate provisions should be added to the Zoning Ordinance to allow accessory outdoor sales, on an intermittent or permanent basis, and a zoning permit for special events or other temporary uses, such as food trucks or seasonal sales. The workbook participants had a range of opinions in terms of importance, with at least one vote in every category. However, the majority of participants felt this item should be part of a Zoning Ordinance update and staff indicated in discussions that this item should be included.
- Expand accessory building regulations to have regulations for non-residential uses permitted in residential zoning districts; accessory solar energy (attached and/or detached); and electric

vehicle charging stations in parking lots or in street rights-of-way, with regulations for non-residential zoning districts.

*Re-organize to improve usability:*

- Move Section 78-217 – Projections into setbacks into Article XVII – Schedule of Regulations.
- Examine whether to place the Zoning Use Matrix in the Zoning Ordinance instead of the lists in each zoning district article.
- Simplify the Footnotes to the Schedule of Regulations. A complete list of the recommended changes is in our zoning audit.
- Create a Residential Development Options Article with the following sections: Site Condominiums; Multiple Family Developments (with updates); and Adult dependent housing or assisted living facilities (with updates).
- Combine the Miscellaneous Provisions and General Exceptions into a single General Provisions Article with the following sections:
  - Conflicting Regulations
  - Scope
  - Performance Standards (could be its own Article as well)
  - Lot area
  - Residential Entranceways
  - Corner Clearance
  - Street Access
  - Temporary Buildings and Structures
  - Mechanical equipment (could move to schedule of regulations)
  - Essential public services
  - Essential services
  - Voting place
  - Grading, drainage and building grades
  - Projections into setbacks (could move to schedule of regulations)
  - Foundation walls (could move to schedule of regulations)
  - Height limit (could move to schedule of regulations)
- Split “Special Use” Article into “Special Land Use Regulations” and “Specific Use Provisions” Articles. The Zoning Audit report lists which sections should be moved to specific use provisions and recommendations for updates.
- Change specific non-conforming regulation waivers with standards. The exceptions listed in Standards for Review for driveways, sidewalks, parking, screening, landscaping, and lighting may be more visible and more nimble outside of the nonconformance article as waivers or exceptions within their own sections or articles.
- Move Parks and Open Space District to Article closer to other Zoning Districts.