



# City of Plymouth Zoning Board of Appeals Regular Meeting Agenda

Thursday, September 7, 2023 – 7:00 p.m.

City Hall Commission Chambers & Online Zoom Webinar

---

City of Plymouth  
201 South Main Street

www.plymouthmi.gov  
Phone 734-453-1234

<https://us02web.zoom.us/j/85670710860>

Passcode: 865670

- 1) CALL TO ORDER
  - a) Roll Call
- 2) CITIZEN COMMENTS
- 3) APPROVAL OF THE MINUTES
  - a) Approval of the August 3, 2023, regular meeting minutes
- 4) APPROVAL OF THE AGENDA
- 5) OLD BUSINESS
- 6) NEW BUSINESS
  - a) **Z 23-10**, 189 Hamilton: Side yard setback
- 7) BOARD MEMBER COMMENTS
- 8) REPORTS AND CORRESPONDENCE
- 9) 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.

Meetings of the City of Plymouth are open to all without regard to race, sex, color, age, national origin, religion, height, weight, marital status, disability, or any other trait protected under applicable law. Any individual planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) should submit a request to the ADA Coordinator at 734-453-1234 ext. 234 at least two working days in advance of the meeting. The request may also be submitted via mail at 201 S. Main St. Plymouth, MI 48170, or email to [clerk@plymouthmi.gov](mailto:clerk@plymouthmi.gov).

# 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 a 5-year staffing projection
2. Review current recruitment strategies and identify additional resources
3. Identify/establish flex scheduling positions and procedures
4. Develop a plan for an internship program
5. Review potential department collaborations
6. Hire an additional recreation professional
7. Review current diversity, equity, and inclusion training opportunities
8. Seek out training opportunities for 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



City of Plymouth  
Zoning Board of Appeals  
Regular Meeting Minutes  
Thursday, August 3, 2023 - 7:00 p.m.

---

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

www.plymouthmi.gov  
Phone 734-453-1234  
Fax 734-455-1892

**1. CALL TO ORDER**

Chair Joe Elliott called the meeting to order at 7:00 p.m.

Present: Chair Elliott, Vice Chair Jim Burrows, Members Dave Latawiec, Mike Pappas  
Excused: Member Mike Devine

Also present: Community Development and Planning Director Greta Bolhuis

**2. CITIZENS COMMENTS**

There were no citizen comments.

**3. APPROVAL OF THE MEETING MINUTES**

Burrows offered a motion, seconded by Latawiec, to approve the minutes of the July 6, 2023, meeting.

There was a roll call vote.  
MOTION PASSED 4-0

**4. APPROVAL OF THE AGENDA**

Burrows offered a motion, seconded by Latawiec, to approve the agenda for the August 3, 2023, meeting.

There was a roll call vote.  
MOTION PASSED 4-0

**5. OLD BUSINESS**

There was no old business.

**6. NEW BUSINESS**

a. Z 23-07, 247 W. Liberty: Rear and side yard setback for an accessory structure, distance to principal structure, and lot coverage

Applicant Margaret Wingard described her request to continue building a shed that does not conform to the setback, distance to the principal structure and lot coverage ordinances due to the size of the lot.

***Citizen Comments***

Eric Washburn, 663 Starkweather, asked that the ordinances be enforced and expressed concern that the structure was too close to his fence and that water runoff from the roof would impact his property.

Mary Blottie, 685 Starkweather, said she had no issue with the shed location.

**Board Member Discussion**

Board members discussed the request and noted that the size of the property creates a hardship. There was also discussion about the location and ownership of the fence between the two properties.

Elliott explained that the applicant could choose to come back to the ZBA at a meeting when all members would be present, and she declined, stating that she would like to go forward at this meeting.

**Motion**

Elliott offered a motion, seconded by Pappas, to approve Z23-07 for a 2-foot side yard setback variance and a 1-foot rear setback variance to construct an accessory building at 247 W. Liberty.

**Finding of Fact**

The small distance between the building and the neighboring property creates a negative for the neighbor.

There was a roll call vote.

Yes: Latawiec, Pappas

No: Burrows, Elliott

MOTION FAILED

**Motion**

Elliott offered a motion, seconded by Pappas, to approve a variance to allow the accessory structure to be placed 7.3-feet from the primary structure.

**Finding of Fact**

The unusually small lot provides no other options.

There was a roll call vote.

MOTION PASSED 4-0

**Motion**

Elliott offered a motion, seconded by Burrows, to approve a lot coverage variance of 3.7% to allow a 96 square-foot accessory structure to be constructed in the rear lot.

**Finding of Fact**

The property is uniquely small.

There was a roll call vote.

MOTION PASSED 4-0

- b. Z23-08, 173 W. Liberty: Reduce the required number of off-street parking spaces by 8 spaces

Applicant Rebecca Nicholson said she planned to open a retail specialty kitchen supply business in the renovated building. She said the hours of operation would be 11 a.m. to 6 p.m.

**Citizen Comments**

Eric Washburn, 663 Starkweather, said he was in support of the variance.

Jan Waller, 1051 N. Mill, said that the Old Village Association supports the variance.

A resident of Plymouth Township said she was a frequent visitor to Old Village, and she was in support.

Sidney Filippis, 697 Ann, said she didn't think parking restrictions were necessary, and that she supported the project.

Kristin Holmes, 633 Starkweather, said Old Village needed more retail and that any parking issue shouldn't be the responsibility of businesses.

Karen Sisolak, 939 Penniman, said she supported the variance.

***Board Member Discussion***

It was stated that a variance was the only option for this property, since payment in lieu of parking is only available in the B-2 district.

***Motion***

Elliott offered a motion, seconded by Burrows, to approve a variance for Z23-08 for 8 parking spaces at 173 W. Liberty for retail use.

***Finding of Fact***

Retail business hours complement the existing parking load in the Old Village district, and it is not feasible for any parking to be provided within 300 feet of this structure in the Old Village District.

There was a roll call vote.  
MOTION PASSED 4-0

c. Z23-09 412 W. Ann Arbor Trail: Constructing a pool in a required front yard.

Applicant Jacquelyn Oulette provided an overview of the project. She said that her property had been designated as having two front yards, hence the need for a variance.

***Citizen Comments***

Karen Sisolak, 939 Penniman, asked whether the applicant had chosen to build the garage in the back yard, which would make the condition self-imposed. The applicant replied that the garage was in place when she purchased the home.

Diane Pray, 355 W. Ann Arbor Trail, said she was in support of the project.

***Board Member Discussion***

There was a discussion about the two-front-yard designation and some members argued the proposed location of the pool was a side yard. Bolhuis said the building official made the determination.

***Motion***

Elliott offered a motion, seconded by Latawiec, to approve Z23-09 for a variance to allow a pool in the required front yard on the Hamilton St. side in the location described in the application.

***Finding of Fact***

This property has been determined to have two front yards and there is no possible location for a

pool without a variance.

There was a roll call vote.

MOTION PASSED 4-0

**7. BOARD MEMBER COMMENTS**

Burrows said he might be absent from the September meeting.

Elliott said he would like the Planning Commission to look into getting rid of parking requirements, especially in Old Village.

**8. REPORTS AND CORRESPONDENCE**

Bolhuis said she was still working on scheduling a training, and that some Northville boards and commissions would be taking part.

Elliott reminded board members to complete the mandatory computer security training.

**9. ADJOURNMENT**

Burrows offered a motion, seconded by Latawicz, to adjourn the meeting at 8:17 p.m.

There was a voice vote.

MOTION PASSED

**City of Plymouth**  
**Zoning Board of Appeals Notice**  
201 S. Main Street Plymouth, Michigan 48170  
Website: [www.plymouthmi.gov](http://www.plymouthmi.gov) Phone: (734) 453-1234 ext. 232

A regular meeting of the Zoning Board of Appeals will be held on **Thursday, September 7, 2023**,  
at 7:00 P.M. at Plymouth City Hall and online via Zoom to consider the following:

Z23-10 Non-Use Variance Request for 189 Hamilton  
Side Yard Setback  
Zoned: R-1, Single-Family Residential District  
Applicant: John & Amanda Kinville

Meetings of the City of Plymouth are open to all without regard to race, sex, color, age, national origin, religion, height, weight, marital status, disability, or any other trait protected under applicable law. Any individual planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) should submit a request to the ADA Coordinator at 734-453-1234 ext. 234 at least two working days in advance of the meeting. The request may also be submitted via mail at 201 S. Main St. Plymouth, MI 48170, or email to [clerk@plymouthmi.gov](mailto:clerk@plymouthmi.gov).

Publish: Wednesday, August 23, 2023



# City of Plymouth Zoning Board of Appeals Memorandum

---

City of Plymouth  
201 S. Main  
Plymouth, Michigan 48170

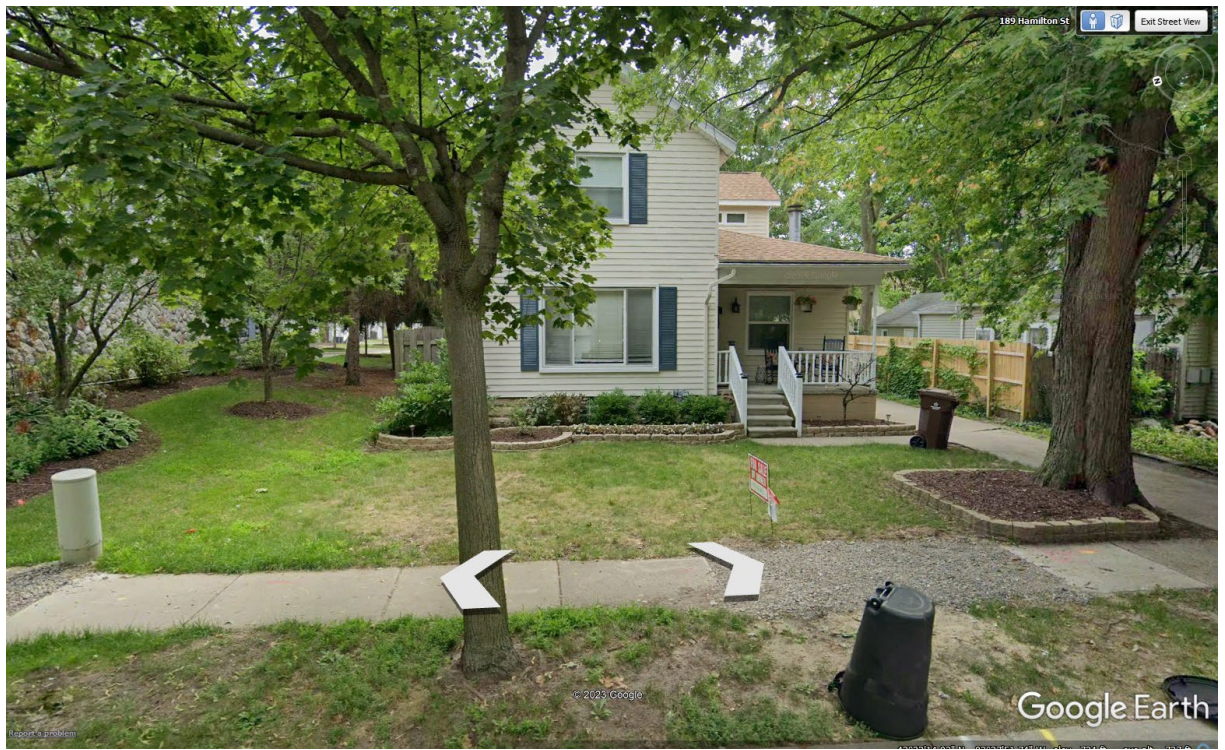
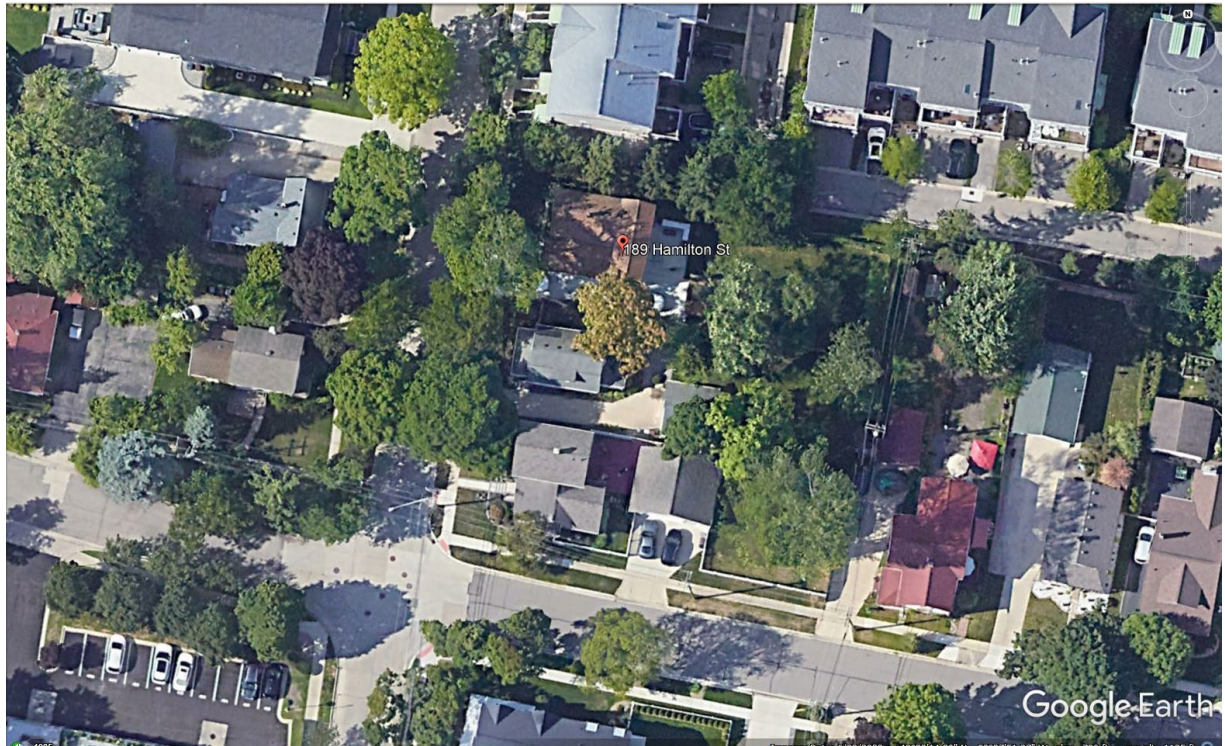
[www.plymouthmi.gov](http://www.plymouthmi.gov)  
Phone 734-453-1234  
Fax 734-455-1892

TO: Zoning Board of Appeals Commissioners  
FROM: Greta Bolhuis, Planning & Community Development Director  
DATE: August 29, 2023  
RE: 189 Hamilton, Non-Use Variance Request

John Kinville, the owner, is requesting a non-use variance to construct a rear addition located in the side yard setback. The property is 42.5 feet wide by 153 feet deep, totaling 6,502.5 square feet. The property is zoned R-1, Single-Family Residential.

Section 78-190 references the minimum side yard setback is 6 feet. A variance of 2 feet is required.

Should you have any questions, please contact me directly.





## DIMENSIONAL (NON-USE) VARIANCE APPLICATION

### Community Development Department

201 S. Main Street Plymouth, MI 48170 Ph. 734-453-1234 ext. 232

Website: [www.plymouthmi.gov](http://www.plymouthmi.gov)

Type of Variance Request: DIMENSIONAL – Common regulations subject to dimensional (non-use) variance requests: setbacks, signs, height, parking regulations, lot coverage, and bulk or landscaping restrictions. Uniqueness: odd shape, small size, wetland, creek, natural features, big trees or slopes.

---

Address of Property Date of Application

---

Applicant Name Property Owner

---

Address City State Zip

---

Email Phone

Three Basic Functions of the ZBA:

1. Interpreting the zoning ordinance (text and map) and nonconforming situations.
2. Deciding appeals on administrative decisions, special land uses, or PUDs.
3. Granting variance requests.

Standards for Dimensional (Non-Use) Variance: [Click here to see full ordinance language.](#)

1. Ordinance unreasonably prevents the owner from using the property for what it is zoned
2. Variance will do substantial justice to the applicant, and the surrounding community
3. Problem is due to the unique circumstances of the property
4. Problem is not self-created

A quorum (3 members) is required for approval of all non-use variance requests.

The Zoning Board of Appeals meets the first Thursday of each month at 7:00PM. The completed application and necessary/applicable plans must be filed with a fee of \$300.00 for single family projects or \$550.00 for multi-family and non-residential. Visit the City's website for submittal deadlines and meeting dates: [Zoning Board of Appeals](#). Submit ten (10) hardcopies of the application and plans including but not limited to survey, plot map, building plans, and photos. One complete digital set of application materials shall be submitted on a flash drive or emailed to [plans@plymouthmi.gov](mailto:plans@plymouthmi.gov) (maximum file size is 100 MB).

The Zoning Board of Appeals will not accept incomplete applications. Signature of property owner and applicant, as well as notarization is required for every application. There are notaries located in City Hall. The Community Development Department has the right to remove an item from the agenda due to incompleteness.

**Article and Section of the Zoning Ordinance for which an appeal or variance is being requested:**

---

---

---

---

---

I (We) hereby appeal to the Zoning Board of Appeals for a variance to: \_\_\_\_\_

**Description of Property**

Current zoning classification: \_\_\_\_\_

Current use of structure(s) on premises: \_\_\_\_\_

Is it a corner or interior lot? \_\_\_\_\_

Size and area of lot: \_\_\_\_\_

Total square footage of existing main structure(s): \_\_\_\_\_

Total square footage of accessory structure(s): \_\_\_\_\_

Existing [lot coverage](#) (percentage) of all buildings and structures: \_\_\_\_\_

Height of existing main and/or accessory structures: \_\_\_\_\_

**Description of Proposed Structures**

Dimensions and area of structure or addition to be constructed: \_\_\_\_\_

Front yard setback after completion (measured from property line): \_\_\_\_\_

Rear yard setback after completion (measured from property line): \_\_\_\_\_

Side yard setback after completion (measured from property line): \_\_\_\_\_

Height of proposed structure: \_\_\_\_\_

Lot coverage (percentage) after completion: \_\_\_\_\_

Residential Only: [Floor Area Ratio](#) (FAR) after completion (shall not exceed 0.4): \_\_\_\_\_

A scaled drawing or boundary survey depicting the above information.

Please answer all the following questions as they relate to the dimensional variance, use additional sheets as necessary:

1. What are the practical difficulties preventing compliance with the ordinance? Are these practical difficulties an exception or unique to the property compared to other properties in the City? (NOTE: The ZBA cannot grant a variance because it is inconvenient or more expensive to build to ordinance or solely to satisfy aesthetic concerns.) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. What effect will the variance have on neighboring properties? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. Is the practical difficulty which prevents you from complying with the ordinance self-imposed? How did the practical difficulty come about? (NOTE: The ZBA has generally found that purely aesthetic consideration and self-created hardships are unacceptable grounds for a variance.) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. Why do the ordinance restrictions unreasonably prevent the owner from using the property for a permitted purpose? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby depose and say that all the above statements and the statements contained in the papers submitted herewith are true and correct:

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Signature of Applicant

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
Notary Public  
My Commission expires \_\_\_\_\_

Please answer all the following questions as they relate to the dimensional variance, use additional sheets as necessary:

1. What are the practical difficulties preventing compliance with the ordinance? Are these practical difficulties an exception or unique to the property compared to other properties in the City? (NOTE: The ZBA cannot grant a variance because it is inconvenient or more expensive to build to ordinance or solely to satisfy aesthetic concerns.) We are looking to extend the house straight back, aligning the north wall of the house with existing wall

The north wall of the house is not parallel to the lot line and the existing wall is currently inside the setback. This problem is not self created and is unique to the property shape and original construction of the house.

The property's unique shape is causing the existing difficulties compared to other homes in vicinity. We are making all possible adjustments to the plans to meet all other standards including lot and lot coverage.

The home was originally constructed inside of the existing 4' setback which prevents us from being able to easily maintain the set back standard while extending to create more space for our growing family.

2. What effect will the variance have on neighboring properties? There will be no impact to any neighboring property. The addition will adjoin the existing side yard, driveways, and 20' wide driveway access road for the condominiums to the north. The existing residence will be 28.3' from the condominium building.

3. Is the practical difficulty which prevents you from complying with the ordinance self-imposed? How did the practical difficulty come about? (NOTE: The ZBA has generally found that purely aesthetic consideration and self-created hardships are unacceptable grounds for a variance.) The practical difficulty is not self-imposed. The original platted lot is narrow (47.5' wide) and the side lot lines are at an angle

to the front lot line. The existing residence was originally placed 5.4' (northwest corner) to the lot line and the rear

of the existing residence is 4.5' (northeast corner) from the lot line. The addition will be 4'0 from the lot

line.

4. Why do the ordinance restrictions unreasonably prevent the owner from using the property for a permitted purpose? The property shall remain single family residential and is small with only two second floor bedrooms and one bathroom. A variance will allow for two new bedrooms for the residents' children, a new bathroom, and a laundry room. This will allow the residence to be more comparable in size and amenities to other new and remodeled residences within the neighborhood and within the City of Plymouth. With a growing family we are out of space and need additional bedrooms for our children.

I hereby depose and say that all the above statements and the statements contained in the papers submitted herewith are true and correct;

[Signature]

Signature of Property Owner

[Signature]

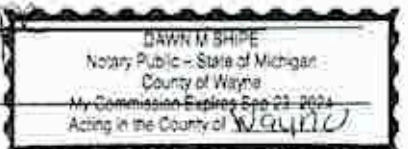
Signature of Applicant

Subscribed and sworn before me this August day of 15<sup>th</sup>, 2023

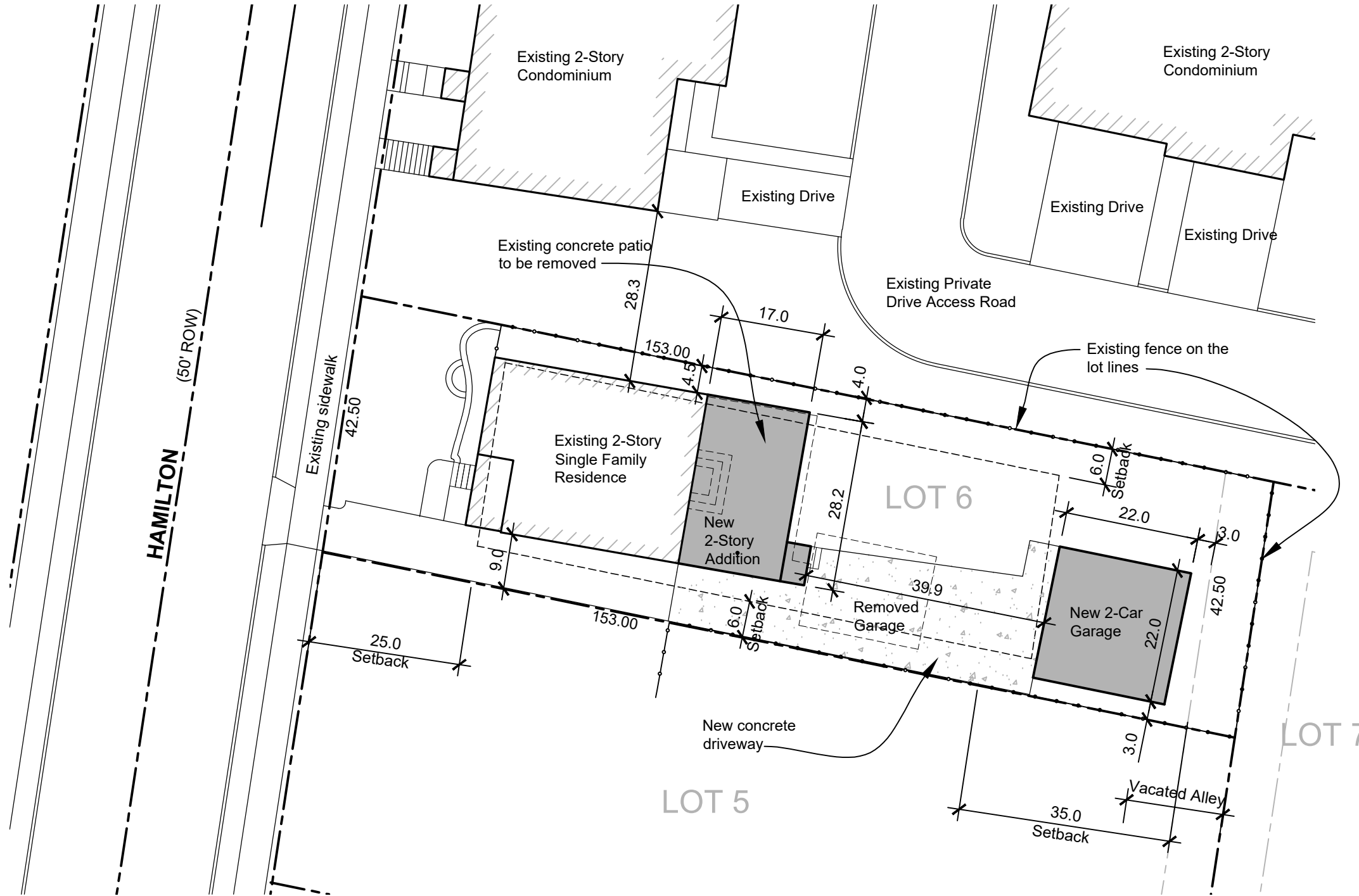
[Signature]

Notary Public

My Commission expires \_\_\_\_\_



# MULTI-FAMILY (CONDOMINIUMS)



## PLOT PLAN

SCALE: 1"=20'-0"

### General Notes:

#### Legal Description:

26Z6 Lot 6 Also 1/2 Adj Vac Alley Price  
Place Sub T1S R8E L26 P62 WCR

Zoning: R-1 One-Family Residential

Lot Area = 6,503.7 s.f.

Allowed Lot Coverage (35%) = 2,276.3

Existing Lot Coverage = 1,310 s.f. or 20.1%

Proposed Lot Coverage = 1,985.2 s.f. or 30.5%

Allowed F.A.R. Coverage (0.40) = 2,601.5 s.f.

Existing F.A.R. Coverage = 1,746 s.f.

Proposed F.A.R. Coverage = 2,600.3 s.f.

### UTILITY WARNING

A MINIMUM OF 72 HOURS PRIOR TO BEGINNING CONSTRUCTION, THE CONTRACTOR SHALL NOTIFY MISS DIG AND HAVE ALL UNDERGROUND UTILITIES STAKED BEFORE ANY WORK CAN BEGIN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF AND/OR RELOCATION OF ALL UTILITIES THAT MAY INTERFERE WITH CONSTRUCTION.

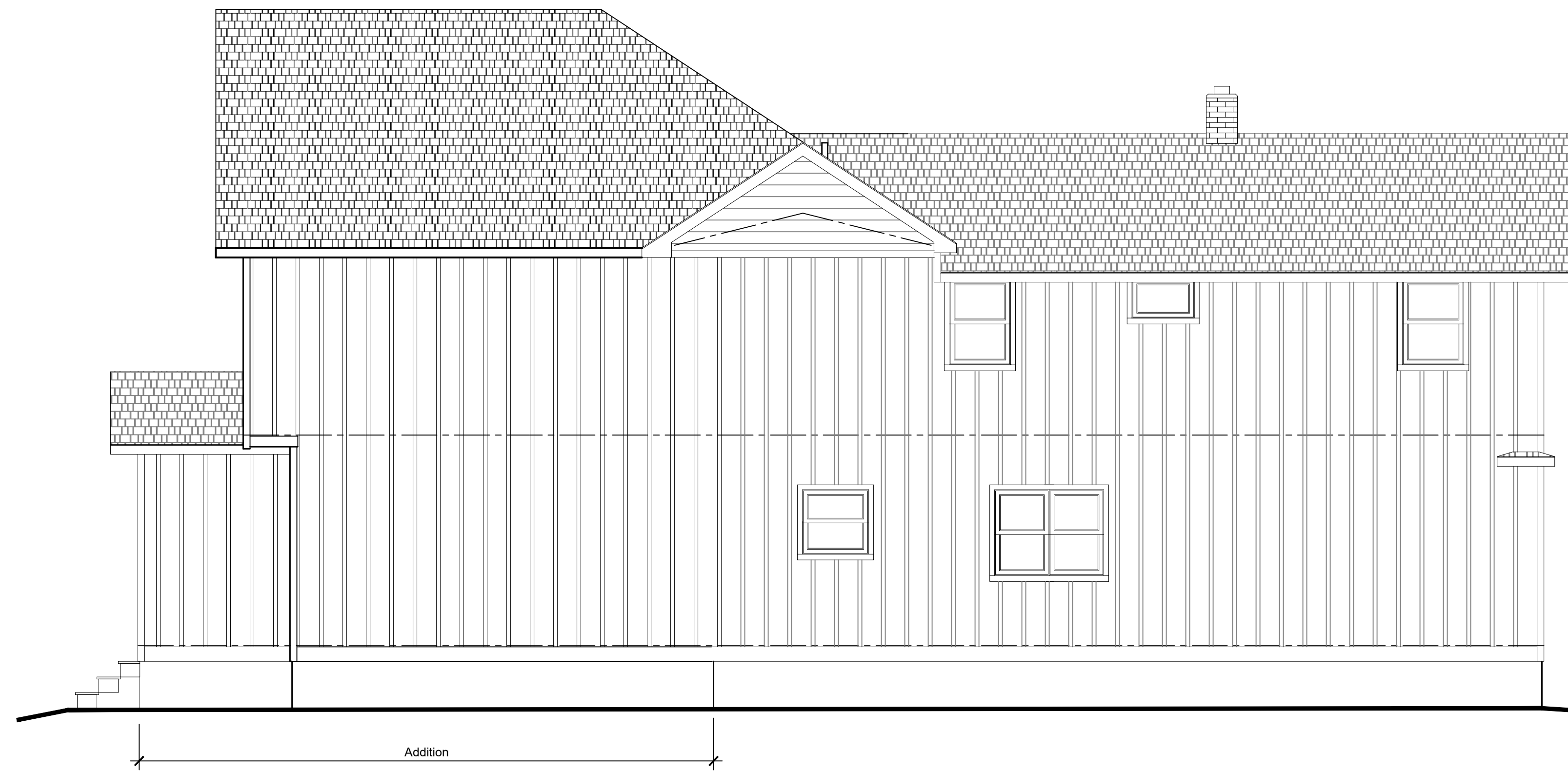
© 2023 D. S. WRIGHT & ASSOCIATES, P.C.  
**D. S. WRIGHT & ASSOCIATES, P. C.**  
 ARCHITECTURE & PLANNING  
 44456 CLARE BLVD, PLYMOUTH, MICHIGAN 48170  
 TELEPHONE 734 377-4632

ISSUED FOR	DATE
ZBA	09/16/23

**Residence Addition for  
John & Amanda Kinville**  
 189 Hamilton  
 Plymouth, MI 48170

DSW	07/10/23
<b>23-622</b>	
<b>C-01</b>	





**NORTH ELEVATION**  
SCALE: 1/4"=1'-0"



**EAST ELEVATION**  
SCALE: 1/4"=1'-0"

- Notes:
- All fascia's and trim to be covered with pre-finished metal, match existing.
  - Provide minimum 6' ice and water shield from drip edge.
  - Siding: Match existing vinyl siding.
  - Shingles: Match existing.



**WEST ELEVATION**  
SCALE: 1/4"=1'-0"



**SOUTH ELEVATION**  
SCALE: 1/4"=1'-0"

© 2023 D. S. WRIGHT & ASSOCIATES, P.C.  
**D. S. WRIGHT & ASSOCIATES, P. C.**  
 ARCHITECTURE & PLANNING  
 44456 CLARE BLVD. PLYMOUTH, MICHIGAN 48170  
 TELEPHONE • 734.377-4632  
 ASSOCIATECONSULTANT

Elevations

SHEET TITLE  
 REVISION FOR  
 DATE

PROJECT  
**Residence Remodeling & Addition for  
 John & Amanda Kinville**  
 189 Hamilton  
 Plymouth, MI 48170

APPROVED  
 DRAWING DATE  
 08/10/2023

CHECKED  
 DRAWN

PROJECT No.  
**23-622 .01**

SHEET No.  
**A - 03**

PRELIMINARY



**Bolhuis, Greta**

---

**From:** CRAIG Manser  
**Sent:** Friday, August 25, 2023 1:00 PM  
**To:** Group - Zoning Board of Appeals  
**Subject:** ZBA Notice

Good afternoon,

I received a notice about the ZBA considering a use variance for a side yard setback for 189 Hamilton St. I cannot make the meeting on the 7th but wanted to let the ZBA know that my wife and I have no objection to the proposed change. John & Amanda Kinville are great neighbors and I know they are looking for an expansion for their growing family. I would hate to lose them as neighbors, so we would support their project.

Thank you for your consideration.

Craig & Kelly Manser  
180 Hamilton St.

## **Bolhuis, Greta**

---

**From:** Duane Garwood  
**Sent:** Wednesday, August 30, 2023 8:56 AM  
**To:** Bolhuis, Greta  
**Cc:** CARLA Garwood  
**Subject:** 189 Hamilton St - John & Amanda Kinville - Request for Variance

Ms. Bolhuis,

This letter is to FULLY SUPPORT the request for a variance at 189 Hamilton Street, residence of John and Amanda Kinville. This growing, young family is a great addition to not only the Plymouth Community but also among the friends and neighbors who live on and around Hamilton Street. This young family is who we need as a community to support their request for a variance. You have both myself and my wife's FULL SUPPORT for this request. Please let us know if you have any questions.

Thank you for your time.

Duane and Carla Garwood

183 Hamilton Street

Best Regards,



Duane Garwood  
Senior Director Program Management & Korea  
Dynamic Map Platform North America, Inc.  
38695 W. Seven Mile Rd, Ste 200, Livonia, MI 48152  
E: [dgarwood@ushrauto.com](mailto:dgarwood@ushrauto.com)  
C: +1-734-347-2189