



**Plymouth Planning Commission**  
**Regular Meeting Minutes**  
**Wednesday, October 11, 2023 - 7:00 p.m.**  
**Plymouth City Hall 201 S. Main**

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**1. CALL TO ORDER**

Chair Karen Sisolak called the meeting to order at 7:01 p.m.

Present: Chair Sisolak, Vice Chair Scott Silvers, Commissioners Shannon Adams, Zachary Funk, Joe Hawthorne (arrived at 7:11) Tim Joy, Kyle Medaugh, and Holle Saraswat

Excused: Commissioner Eric Stalter (his son is playing a league championship baseball game)

Also present: Planning and Community Development Director Greta Bolhuis, Planning Consultant Sally Elmiger

**2. CITIZENS COMMENTS**

There were no citizen comments

**3. APPROVAL OF MEETING MINUTES**

Saraswat offered a motion, seconded by Joy, to approve the minutes for the September 13, 2023, meeting as presented.

There was a voice vote.  
MOTION PASSED

**4. APPROVAL OF THE AGENDA**

Joy offered a motion, seconded by Adams, to approve the agenda for October 11, 2023.

There was a voice vote.  
MOTION PASSED

**5. COMMISSION COMMENTS**

Adams asked about survey results and was told they would be part of the master plan discussion.

Saraswat said she enjoyed the joint training with Northville.

Medaugh said he also enjoyed the training and would like to continue to work with Northville.

Silvers said he attended the joint ZBA training and that it was a good session.

**6. PUBLIC HEARINGS**

There were no public hearings.

**7. OLD BUSINESS**

a. Zoning Audit Implementation Report Discussion

The group discussed the implementation report and agreed that there were several ways to move forward. It was suggested that the easiest updates could be done first, and it was also suggested that the most important tasks be done first. The group agreed to accept the report as a final document and continue to discuss implementation at future meetings.

b. Review of Draft Old Village Form-Based Article

It was agreed that the form-based code should be a part of the new master plan and that an implementation plan be drafted. It was noted that this was a jumping off point that might change prior to implementation, and that the group can meet with Masson- Minock for additional guidance as needed. There were several typographical errors in the report that Bolhuis will correct prior to sending to the City Commission.

The following motion was offered by Sisolak and seconded by Joy.

The Planning Commission recommends the Zoning Audit Implementation Report and the Draft Old Village Form-Based Article as amended at this meeting to the City Commission as a conclusion to the project approved by the City Commission at the regular meeting held on August 15, 2022, in support of meeting the key objective to “modernize and update zoning ordinance to reflect community vision,” noting the following:

- This was a 13-month effort that included discussions/review at six regular Planning Commission meetings and three additional Planning Commission working sessions
- The Planning Commission would like to recognize Megan Masson-Minock for her efforts and willingness to work with the commission and respond to all requests made on this momentous effort
- These documents form the basis for updating the master plan, implementing form-based codes, and completing the zoning ordinance updates over the next five years
- The last remaining task required is support in updating the FBC section of the master plan

There was a voice vote.

MOTION PASSED

c. Master Plan Discussion

Results of the recent survey and ways to get more community input for the master plan were discussed. A subcommittee of Funk, Hawthorne, Saraswat and Silvers was formed to study methods of community input and make a recommendation at the next meeting.

**8. NEW BUSINESS**

There was no new business.

**9. REPORTS AND CORRESPONDENCE**

Commission Liaison Kelly O’Donnell said residents had expressed concern about short-term rentals possibly being allowed in accessory dwelling units. She reminded the group to plan on attending a 13-Ways session during the afternoon on December 5, and said that the City Commission was looking for recommendations of people who want to serve on a board or commission.

Funk provided a sample ordinance that keeps new buildings in context with the rest of the neighborhood. The sample ordinance was one that is used in the City of Detroit, and it includes keeping newly built homes at 90% to 130% the size of nearby houses.

**10. ADJOURNMENT**

Joy offered a motion, seconded by Adams, to adjourn the meeting at 8:29 p.m.

There was a voice vote.

MOTION PASSED

## RESIDENTIAL COMPATIBILITY REPORT

### OVERVIEW:

The report is to bring discussion on a residential compatibility ordinance which is a consideration in planning and zoning. The concept is to assist new construction projects in preserving the character of the neighborhood. A way to achieve this is through regulating the floor area of single-family dwelling units.

### Example Ordinance Proposal:

#### ***Residential compatibility requirement; floor area.***

*Single-family dwelling units. To the maximum extent practicable, the floor area of a proposed dwelling unit shall be no less than 90 percent and not more than 135 percent of the average floor area of other single-family dwelling units within 200 feet of the subject lot, along both sides of the street of the same block.*

*City of Detroit Architectural and Site Design Standards (Ordinance No. 11-05, 2005).*

The ordinance hopes to strike a balance between allowing homeowners flexibility in design their residence while ensuring the size of the dwelling is in keeping with the surrounding neighborhood. It should be noted that the numbers in the example provided are by no means the desire of this commission. Any actual percentages and subject distances would need to be carefully considered by the commission with input from the community at large.

### Pros:

- It is in an existing ordinance since 2005 which provides the benefit of being legally vetted.

### Cons:

- Will this be a burden on the ZBA?
- How will this work in tandem with FAR?
  - Does greatest of the two supersede the other?

### Future Considerations:

- Reference the survey to understand the public's stance on the current home sizes.
- Are there other opportunities to collaborate with Northville Planning Commission?

### Conclusion:

The example of residential compatibility based on floor area is a consideration to balance rights of property owners with the collective interests of the community by attempting to preserve the neighborhood character. Public input and collaboration will be a crucial in developing a balanced and effective policy.