



City of Plymouth Planning Commission Public Engagement Sub-Committee Meeting Agenda

Wednesday, February 7, 2024 – 10:00 a.m.
City Hall Conference Room

City of Plymouth
201 S. Main
Plymouth, Michigan 48170

www.plymouthmi.gov
Phone 734-453-1234

1. **CALL TO ORDER**
 - a) Roll Call: Sisolak, Horstman, Saraswat, Hawthorne
2. **CITIZENS COMMENTS**
3. **APPROVAL OF THE MEETING NOTES**
 - a) Meeting notes from January 17, 2024
4. **MASTER PLAN DISCUSSION**
 - a) Determine Questions for Engagement Session
 - b) Review DDA Request for Input
 - c) Discuss Engagement Timing
5. **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.

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, 35th 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

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

***“The government in this community is small
and accessible to all concerned.”***

-Plymouth Mayor Joe Bida November 1977



City of Plymouth Planning Commission Public Engagement Sub-Committee Meeting Minutes

Wednesday, January 17, 2024 – 10:30 a.m.

City Hall Conference Room

City of Plymouth
201 S. Main
Plymouth, MI 48170

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Phone 734-453-1234

1. CALL TO ORDER

Chair Karen Sisolak called the meeting to order at 10:35 a.m.

Present: Chair Sisolak, Commissioners Joe Hawthorne, Hollie Saraswat, Latricia Horstman

Also present: Planning and Community Development Director Greta Bolhuis, DDA Director Sam Plymale

2. CITIZENS COMMENTS

Bob Bake, 1303 Park Place, shared that he was a long-term resident and realtor serving Plymouth. He offered to share his knowledge of the history of any building or parcel.

3. MASTER PLAN DISCUSSION

Three meetings were briefly discussed. A meeting with the General Public. A meeting with the Old Village Association would provide an opportunity to discuss how Old Village has been changing and Old Village specific items such as the potential implementation of Form Based Codes. Options to meet with the DDA were discussed. Plymale informed the group that the DDA will be working on their strategic plan in April. After discussing meeting options, the group decided to provide a report for the DDA to consider at one of their regularly scheduled DDA meetings. When the DDA completes their strategic plan, it could then be presented at a regularly scheduled Planning Commission meeting.

Much discussion was held on what should be included in the content of the engagement sessions. Sisolak mentioned the citizen survey that was conducted in September 2023 and suggested asking more specific questions based on the survey results, for example ADUs. Hawthorne wanted to gather input on maintaining the character of the neighborhoods, impervious surface, and affordable housing. Saraswat suggested that the content should be narrowed down to the questions asked of the public. The subcommittee agreed to each create a list of questions for the group to consider at the next meeting.

Hawthorn left at 11:20 a.m.

4. ADJOURNMENT

A motion was made by Saraswat, supported by Horstman to adjourn the meeting at 11:39 a.m.



CITY OF PLYMOUTH

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City of Plymouth Planning Commission Request for Input

The Planning Commission (PC) is currently in the process of updating the Master Plan (MP) and is requesting that the Downtown Development Authority (DDA) to review relevant sections and provide input. Input is requested based on conditions which have changed and any other comments or amendments that may be necessary. The entire MP can be viewed on the city website, but relevant sections are listed here for your convenience. Chapter 6 Implementation is excluded at this time and will be addressed once all other revisions are complete. It is anticipated that the implementation section of the MP will be brought to the DDA for consideration.

The PC understands that the DDA is in the process of updating the DDA Strategic Plan which will be provided to the PC upon its completion for inclusion in the revision.

CHAPTER 1 INTRODUCTION

This chapter includes the following description of the responsibilities of the DDA.

Downtown Development Authority (DDA)

The City of Plymouth has also instituted a Downtown Development Authority (enabled through the Downtown Development Authority Act, PA 197 of 1975). DDAs are designed to be a catalyst in the development of a community's downtown district. They provide for a variety of funding options to be used to fund public improvements in the downtown district. These improvements not only benefit residents and visitors, but also help create a favorable environment for businesses to thrive. The DDA does not have any authority to review development proposals on private property.

CHAPTER 5 SUB-AREA PLANS

The sub-area plans provide details on how specific areas of the city could be developed in the future. The following sections of the Downtown Sub Area Plan are provided for review by the DDA. The Downtown Sub Area Plan includes the DDA Strategic plan, which as stated above can be provided to the PC upon its completion.

Downtown Sub Area Plan

PLANNING FRAMEWORK & LAND USE

- The City of Plymouth's Downtown is a vibrant, pedestrian-friendly Environment characterized by an attractive collection of retail shops, restaurants, offices, residences, parks, and public amenities
- The continued growth and development of downtown Plymouth is enhanced by development policies which foster this long range vision.
- Land use policies for the downtown encourage a mix of land uses, including retail, restaurant, office, residential, Park and public uses. This mix of uses is supported by the B-2 zoning district classification.
- Land uses which promote the interface of building occupants and public areas are encouraged. This includes outdoor cafes and attractive retail window displays

FORM & SITE DESIGN

- To encourage development which reinforces pedestrian activity along streets, building fronts shall be placed at the street right-of-way line or no more than 12 feet back from the right-of-way.
- Building architecture should be compatible with sidewalk areas and provide an attractive interface between building and pedestrians. Quality architecture shall be emphasized with generous window areas, building recesses, and architectural details.
- Architectural interest should be provided through the use of color, texture, and materials, with specific details for primary building entrances.

STREETSCAPES & PUBLIC SPACES

- The DDA has identified long-term improvement projects to the downtown. These include brick paver upgrades, traffic signal mast arms, landscaping, and general improvements.
- Kellogg Park is a main downtown Plymouth attraction. The City should manage the park in a manner which complements nearby businesses, promotes community activities and festivals, and maintains park quality.
- The City should promote plazas open to the public, outdoor cafes and pedestrian areas which provide attractive green space and pedestrian amenities.
- The City should maintain and enhance its quality streetscape and public sidewalk areas. Permeable brick pavers, landscaping, lighting, public art, street furniture and attractive signage are important components of the downtown ambiance.

Downtown Sub Area Plan (continued)

PARKING & CIRCULATION

- The City and DDA should continue improvements of the central parking deck and acquire additional public parking at strategic locations.
- New parking lots and structures must make a positive contribution to the street edge and pedestrian areas.
- Where possible, surface parking areas should be screened with perimeter landscaping, knee walls, or ornamental fencing.
- Public parking areas should be connected to the central business areas through well-maintained sidewalks and pedestrian passageways.
- If new parking structures are developed, the City should integrate retail buildings and pedestrian amenities within the structure.
- The City should maintain an attractive wayfinding system which easily identifies public parking, shopping, and community facilities.

While the MP is being updated to reflect learnings over the past 5 years and the results from the 2023 audit of zoning ordinances, much of the plan is still relevant to today's conditions. While we do not expect any major changes to be recommended, it is imperative that we consider the interests of all parties. We provided the above sections of the MP to be efficient in our request; however, the DDA should feel free to provide input on any of the other chapters as well.

The PC will be conducting a public engagement session that will provide an additional opportunity for input from the community that we hope the DDA will attend as well.

The PC values your input and appreciates your support.