



**Plymouth Planning Commission
Regular Meeting Minutes
Wednesday, March 12, 2025 - 7:00 p.m.
Plymouth City Hall 201 S. Main**

City of Plymouth
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
734-453-1234

1. CALL TO ORDER

Chair Hollie Saraswat called the meeting to order at 7:01 p.m.

Present: Chair Saraswat, Vice Chair Kyle Medaugh, Commissioners Zachary Funk, Trish Horstman, Dave Scott

Excused: Commissioners Sidney Fillipis, Joe Hawthorne, Marni Schroeder, Eric Stalter

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

Funk offered a motion, seconded by Medaugh, to approve the minutes of the February 12, 2025 meeting as amended.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

4. APPROVAL OF THE AGENDA

Medaugh offered a motion, seconded by Horstman, to approve the agenda for March 12, 2025.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

5. COMMISSION COMMENTS

There were no commission comments.

6. PUBLIC HEARINGS

There were no public hearings.

7. OLD BUSINESS

a. PUD 24-01: 230 Wilcox, Final PUD

Applicant Greg Donofrio described the proposed project.

Ellen Elliott, 404 Irvin, spoke in support of the project.

Karen Sisolak, 939 Penniman, spoke in support of the project.

Saraswat informed the applicant that, with only five planning commissioners in attendance, three of the five would have to vote yes for the recommendation to move forward. She told the applicant that he could wait until the full commission was in attendance, when five of nine would constitute a majority vote. He elected to move forward.

Elmiger reviewed her report and advised the Planning Commission to specify potential uses for the site, listed below. There was extensive discussion on each point.

List of Uses in B-1 Local Business District and Requested by Applicant (page 19 of report)

*CWA Recommended Uses Indicated by **Red Font**

B-1 – Local Business District – Principal Uses Permitted

1. Office buildings for any of the following occupations: governmental, executive, administrative, professional, accounting, writing, clerical, stenographic, drafting, sales, post offices and public utility offices.
2. Medical office and dental office, including clinics.
3. Banks, credit unions, savings and loan associations, and other financial institutions including drivethrough facilities, drive-through branches, and/or 24-hour automatic tellers.
4. Private clubs and lodge halls.
5. Off-street parking lots.
6. Meeting halls and related services.
7. Any generally recognized retail business which supplies commodities on the premises, for persons residing in adjacent residential areas such as: convenience grocery stores, groceries, meats, dairy products, baked goods or other foods, drugs, dry goods and notions or hardware.
8. Any personal service establishment which performs services on the premises for persons residing in adjacent residential areas, such as: shoe repair, dry cleaning shops, tailor shops, beauty parlors, barbershops. Any service establishment of an office-showroom or workshop nature of an electrician, decorator, dressmaker, tailor, shoemaker, baker, commercial printing/copying, upholsterer, or an establishment doing radio, television or home appliance repair, photographic reproduction, and similar establishments that require a retail adjunct and of no more objectionable character than the aforementioned subject to the following provision: No more than five (5) persons shall be employed at any time in the fabrication, repair and other processing of goods.
9. Restaurants not serving alcoholic beverages, sit-down restaurants, carry-out restaurants or other places serving food except those having the character of a drive-in, or having a drive-through component.
10. Video rental establishments. N.A.
11. Veterinary clinic.
12. Neighborhood retail plaza containing multi-tenant spaces totaling less than 50,000 square feet. Y
13. Professional offices of physicians, lawyers, dentists, chiropractors, architects, engineers, and similar or allied professions.
14. Other uses similar to the above and subject to the following restrictions:
 - a. All business establishments shall be retail or service establishments dealing directly with consumers. All goods produced on the premises shall be sold at retail on the premises where produced.
 - b. All business, servicing, or processing, except off-street parking or loading, shall be conducted within completely enclosed buildings.
15. Accessory structures, uses and signs customarily incident to the above permitted uses and subject to all requirements of this chapter.

16. Residential shall be permitted provided such living units are located on the second floor or above.

B-1 – Local Business District – Special (Page 20 of Report)

1. Publicly-owned buildings, public utility buildings, telephone exchange buildings, electric transformer stations and substations, and gas regulator stations (excluding outdoor storage yards).

2. Accessory buildings and uses customarily incident to any of the above uses.

3. One-family detached dwellings, two-family dwellings, multi-family dwellings.

4. Bars and lounges or restaurants serving alcohol subject to the following:

a. The bar, lounge, or restaurant serving alcohol shall be restricted to a specific size and square footage. Any increase in square footage or expansion of restaurant operations which serve alcoholic beverages shall be subject to a new or amended special use permit.

b. The community development director shall request a report from the city's director of public safety regarding the possible impacts of the establishment serving alcoholic beverages. The planning commission shall consider this report in their evaluation of the request for special land use approval.

Additional Uses Requested by the Applicant

1. Medical office, dental office, physical therapy and chiropractic office; including clinics. N (Listed in B-3)

2. Professional offices of lawyers, architects, engineers, and similar or allied professions.

3. Offices and showrooms of plumbers, electricians, decorator or similar trades, in connection with which not more than 25 percent of the floor area of the building or part of the building occupied by the establishment is used for making, assembling, remodeling, repairing, altering, finishing, or refinishing its products or merchandise; and provided that the ground floor premises facing upon, and visible from any abutting street shall be used only for entrances, offices, or display. All storage of material on any land shall be within the confines of the building or part thereof occupied by the establishment.

4. Pool or billiard parlor or club.

5. Storage of materials or goods to be sold at retail provided such storage is within a building or is enclosed as not to be visible to the public from any abutting non-industrial district or public street.

6. Any of the following uses shall be permitted when the manufacturing, compounding or processing is conducted wholly within a completely enclosed building. That portion of land used for open storage facilities for materials or equipment, shall be screened from view of public roadways and any adjoining residential uses.

a. The manufacture, compounding, processing, packaging or treatment of such products as, but not limited to: bakery goods, candy, cosmetics, pharmaceutical, toiletries, food products, hardware and cutlery, tool, die, wood, glass, metal, gauge and machine shops, breweries, wineries and distilleries.

b. Warehousing and wholesale establishments.

c. The manufacture, compounding, assembling, reassembly, packaging or treatment of articles or merchandise from previously prepared materials.

d. The manufacture of textiles, ceramics, glass, clay or stone product.

e. Manufacture of instruments, plastics or plastic molded products.

7. Any of the following uses charged with the principal function of basic research, design pilot or experimental product development, and medical facilities when conducted within a completely enclosed building:

a. Life science technology and medical laboratories, including but not limited to medical support facilities, biomedical engineering, biotechnology, genomics, proteomics, molecular and chemical ecology.

b. Material science products, including but not limited to plastics, polymers, laser technology and robotics.

c. Information technology, including but not limited to electronics, data processing and computer hardware and software.

d. Automotive.

e. Alternative energy.

f. Food products and beverages.

Funk offered a motion, seconded by Horstman, to recommend to the City Commission final approval of PUD 24-01 at 231 Wilcox with the following specific permitted uses as outlined in the Carlisle Wortman report:

Page 19 – B-1 Principal Uses:

- | | | |
|--------|---------|---------|
| 1. yes | 8. yes | 15. yes |
| 2. no | 9. yes | 16. yes |
| 3. no | 10. no | |
| 4. yes | 11. no | |
| 5. no | 12. yes | |
| 6. yes | 13. yes | |
| 7. yes | 14. Yes | |

Page 20 –B-1 Special Land Uses:

1. no
2. yes
3. no
4. no

Page 20 – Additional Requested Uses

1. no
2. no
3. no
4. yes
5. no
6. no
7. no

Additional conditions:

The larger parking lot shall have two parking lot islands with one tree in each.

There are to be two trees native to Michigan in lieu of the proposed European trees in the landscape plan.

The deed restrictions are to be part of the PUD agreement.

The applicant shall comply with the conditions of the Carlisle Wortman report for the lighting and the PUD agreement.

The applicant is to follow the Wade Trim recommendations and connect to the city water as outlined.

Friendly amendments were offered to remove the flood plain and shrub requirements, and to note that the slope of the sidewalk, the lighting, the PUD agreement, the Wade Trim suggestions and the trees be handled administratively.

Funk and Horstman accepted the friendly amendments.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

b. PUD 24-02: 900 Starkweather, Preliminary PUD

The applicants gave an overview of their proposed project, a restaurant at the historic train station in Old Village.

Ellen Elliott, 404 Irvin, gave a historic overview of the property.

Karen Sisolak, 939 Penniman, spoke in support of the project.

Pete Mundt, 643 N. Harvey, said Old Village residents support the project.

Jessica Hanlon, 850 Starkweather, voiced concern about parking and traffic.

Elmiger reviewed items in her report, including PUD criteria, public benefit, and a potential easement for public access in perpetuity.

Commissioners reviewed PUD criteria and the master plan as it relates to this project.

Horstman offered a motion, seconded by Scott, to set a public hearing for PUD 24-02 at 900 Starkweather for the applicant to return at a date determined by them with consideration of items discussed at the meeting applied.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

8. NEW BUSINESS

There was no new business.

9. REPORTS AND CORRESPONDENCE

City Commission Liaison Brock Minton said the City Commission would be discussing a Liquor License Review Committee recommendation.

Saraswat said she attended the February mayor and chairs meeting.

Bolhuis reminded the group that there would be a Planning Commission meeting on March 19 at 6:30 p.m.

10. ADJOURNMENT

Funk offered a motion, seconded by Scott to adjourn the meeting at 9:20 p.m.

There was a voice vote.

MOTION PASSED UNANIMOUSLY