



Plymouth Planning Commission
Regular Meeting Minutes
Wednesday, June 11, 2025 - 7:00 p.m.
Plymouth City Hall 201 S. Main
Plymouth, Michigan 48170

City of Plymouth
201 S. Main Street
Plymouth, Michigan 48170

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 Joe Hawthorne, Marni Schroeder, Zach Funk, Trish Horstman, Dave Scott, Katie Rossie, Sidney Filippis

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

2. CITIZENS COMMENTS

None

3. APPROVAL OF MEETING MINUTES

Medaugh moved to approve the minutes from the May 14th meeting as written. Funk seconded. The motion carried unanimously.

4. APPROVAL OF THE AGENDA

Filippis made a motion to approve the agenda as written for the May 14th meeting. Horstman seconded. The motion carried unanimously.

5. COMMISSION COMMENTS

None

6. PUBLIC HEARINGS

None

7. OLD BUSINESS

None

8. NEW BUSINESS

- a. **SP25-03:** 503 Amelia, Change of use for warehouse and office. The property is zoned I-2, Heavy Industrial District.

George Hartman from Hartman Architects discussed the application. He noted the land use as low intensity industrial, expecting only 1-2 trucks per quarter for deliveries and no manufacturing, just warehousing for distribution. He agreed to stripe the parking lot. The owner wanted to keep the trash receptacle across the street, and was willing to screen it with a fence due to infrequent trash pickups and concerns that moving it could damage the parking lot. For landscaping, the owner would add shrubs but preferred no trees.

Sally Elmiger, Planning Consultant, commented that since minimal loading/unloading is expected, a specific area may be unnecessary. The applicants' agreement to stripe the parking lot was appreciated. For site lighting and signage, Elmiger advised that the Building Official handle compliance checks with ordinances instead of the commission. She noted that the dumpster's current screening plans comply with the ordinance but urged the commission to decide if shrubs alone suffice for screening the parking lot from Farmer Street or if trees are also needed.

The commission discussed the conditional approval including landscaping requirements, particularly the number and type of shrubs needed for adequate screening.

Commissioner Filippis offered a motion, seconded by Scott, to approve SP25-03: 503 Amelia, change of use for warehouse and office, with the following conditions:

1. The parking lot between the buildings must be striped to clearly delineate regular and barrier-free parking spaces.
2. The applicant must either move the dumpster to the 503/543 Amelia Street property, or screen it in its current location according to zoning ordinance requirements.
3. The applicant must install 10 shrubs that meet the minimum size requirements of the ordinance to screen the southern edge of the parking lot on the east side of Amelia from the view of Farmer Street.
4. The Building Official will confirm that any new site lighting and signage complies with the relevant ordinances.

After deliberation, they agreed to a friendly amendment specifying the installation of 10 *arborvitae* shrubs. They additionally required a street tree through a city program.

There was a roll call vote.

Yes: Rossie, Funk, Scott, Filippis, Horstman, Hawthorne, Medaugh, Schroeder, Saraswat
MOTION PASSED 9-0

9. REPORTS AND CORRESPONDENCE

Chair Saraswat discussed the formation of two sub-committees. The MSHDA Grant Sub-committee planned to meet twice a month. Meanwhile, the Zoning Audit Sub-committee was set to meet once a month. The first meetings are scheduled for June 16th for MSHDA and June 23rd for Zoning Audit.

10. ADJOURNMENT

Filippis made a motion to adjourn. Hawthorne seconded. The motion carried unanimously. The meeting was adjourned at 8:04 p.m.