



Plymouth City Commission

Regular Meeting Agenda

Monday, September 15, 2025 7:00 p.m.
Plymouth City Hall & Online Zoom Webinar

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

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

Join Zoom Webinar: September 15 <https://us02web.zoom.us/j/83898177655>

Passcode: 903713 Webinar ID: 838 9817 7655

1. CALL TO ORDER

- a. Pledge of Allegiance
- b. Roll Call

2. RUTH HUSTON WHIPPLE AWARD

3. PROCLAMATION

4. APPROVAL OF MINUTES

- a. September 2, 2025 City Commission Regular Meeting Minutes

5. APPROVAL OF THE AGENDA

6. ENACTMENT OF THE CONSENT AGENDA

- a. Approval of August 2025 Bills
- b. Special Event: Main Street Boulevard Tree Lighting & Salvation Army Red Kettle Kick Off- Friday 11/14/2025
- c. Special Event: Plymouth Goodfellows Paper Sale – Saturday 12/6/2025

7. CITIZEN COMMENTS

8. COMMISSION COMMENTS

9. OLD BUSINESS

- a. Zoning Text Amendment – Light Industrial – 2nd & Final Reading

10. NEW BUSINESS

- a. Authorization to Hire Finance Director
- b. Police Command Officer Contract Tentative Agreement
- c. Authorization for Part Time Hiring
- d. Zoning Text Amendment – Ann Arbor Road Corridor – First Reading
- e. Final Payment to contractor for Noth Territorial Rd. Non-Motorized Pathway Project

11. REPORTS AND CORRESPONDENCE

- a. Liaison Reports
- b. Appointments

12. ADJOURNMENT

Consent Agenda- The items on the Consent Agenda will be approved by one motion as Agenda Item #4. There will be no separate discussion of these items unless a Commissioner or citizen so requests, in which case that item will then be placed on the regular agenda.

Citizen Comments - This section of the agenda allows up to 3 minutes to present information or raise issues for 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 so an attempt can be made to make reasonable accommodations. 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

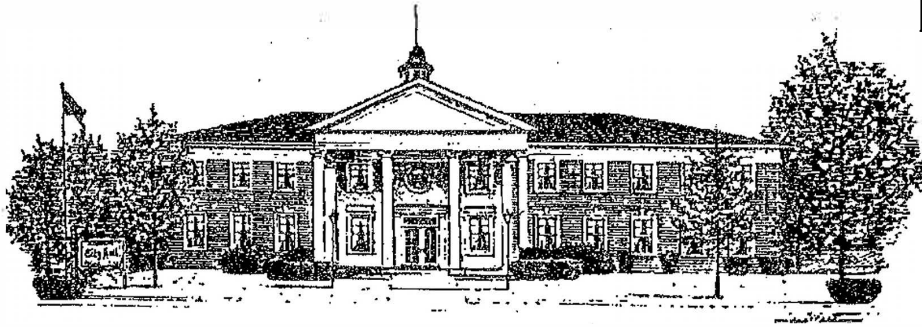
OBJECTIVES

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

"The government in this community is small and accessible to all concerned."

-Plymouth Mayor Joe Bida

November 1977



Proclamation

Whereas, with over 60 million Hispanic Americans residing in the United States, Hispanic Americans make up the largest minority group in the nation and have significantly contributed to our government, culture, and economy over generations; and,

Whereas, Michigan is fortunate to count among its population many residents of Spanish and Latin American descent, who grow businesses, offer innovative ideas, strengthen our economy, create jobs, and contribute to our daily lives; and,

Whereas, we appreciate and honor the countless achievements of Hispanic Americans and continue our efforts to ensure our state and community is a welcoming and inclusive place that provides just and equal opportunities for all;

Now, Therefore, I, Suzi Deal, Mayor of the City of Plymouth, do hereby proclaim September 15 - October 15 2025 as

Hispanic Heritage Month

in the City of Plymouth, and I call upon all residents, businesses, and community organizations to join in celebrating the history, culture, and achievements of Hispanic Americans in our community and across the nation.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Plymouth to be affixed hereto on this 15th day of September of Two Thousand Twenty-Five.

Suzi Deal, Mayor
City of Plymouth, Michigan





City of Plymouth
 City Commission Regular Meeting Minutes
 Tuesday, September 2, 2025, 7:00 p.m.
 Plymouth City Hall 201 S. Main Street

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

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

1. CALL TO ORDER

- a. Mayor Suzi Deal called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.
- b. Roll Call

Present: Mayor Suzi Deal, Mayor Pro-Tem Colleen Pobur, Commissioners Linda Filipczak, Jennifer Kehoe, Alanna Maguire, Nick Moroz

Excused: Commissioner Brock Minton

Also present: City Manager Paul Sincock, City Attorney Bob Marzano, and various members of the City Administration

2. APPROVAL OF MINUTES

- a. August 18, 2025 City Commission Regular Meeting Minutes

Motion to approve the August 18, 2025 City Commission Regular Meeting Minutes made by Kehoe, supported by Moroz;

There was a voice vote.

MOTION PASSED UNANIMOUSLY

3. APPROVAL OF THE AGENDA

Motion to approve the agenda for September 2, 2025 made by Pobur, supported by Filipczak;

There was a voice vote.

MOTION PASSED UNANIMOUSLY

4. ENACTMENT OF THE CONSENT AGENDA

- a. Special Event: Wolf Family Picnic - 9/6/25
- b. Special Event: Knights of Columbus Tootsie Roll Drive – 10/10-10/11/25
- c. Special Event: Ski & Snowboard Swap 2025 – 11/7-11/9/25 & 12/5-12/7/25

There was a voice vote to approve the Consent Agenda

PASSED UNANIMOUSLY

5. CITIZEN COMMENTS

Ellen Elliott, 404 Irvin offered a reminder of Fall Festival this weekend and also encouraged participation in the DDA streetscape public engagement sessions.

Several residents voiced non support for the Master Plan changes in areas from R1 to Multi-Family zoning, and concern for setting a precedent for for areas. Also asked for assistance with rat issues in the city.

Ed Walton, 1465 Palmer; Patty Jamison, 255 Harvey; Greg Jamison, 255 Harvey; Karen Sisolak, 939 Penniman; Scott Lorenz, 1310 Maple; Ron Crowe, 650 Sunset; Tom Bosserd, 1408 Penniman

6. COMMISSION COMMENTS

Commissioners thanked everyone for attending and bringing their concerns, and spoke about best practices and education for the rat issue and what the City has done so far. They also spoke about the master plan process. Moroz and Deal thanked the DDA team, police department and all others for all their work on the Music in the Air, Fall Fest and all events.

Deal also thanked the City Commission for all the work they do to help keep Plymouth a friendly and charming community. Recognized employee anniversaries: Jay Miller, Police Officer - 12 Years; Jennifer Dergis, Police Administration - 9 Years; Allison Derrig, Recreation - 3 Years; Hannah Knight, City Manager's Office - 1 Year

7. OLD BUSINESS - none

8. NEW BUSINESS

a. Sale of used CAT 930H Front End Loader to Plymouth Township

Motion to authorize the following resolution made by Moroz, supported by Pobur;

RESOLUTION 2025-79

WHEREAS The City of Plymouth operates a fleet of equipment that includes heavy operations equipment, in order to help protect the public health, safety, and welfare; and

WHEREAS The City Commission has determined that a 2008 CAT 930H Front End Loader is surplus equipment; and

WHEREAS The surplus equipment was evaluated independently and it was determined to have a value of \$35,000; and

WHEREAS The Charter Township of Plymouth has evaluated the equipment and has offered to purchase the equipment from the City for \$35,000.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby determine that the 2008 CAT 930H Front End Loader is surplus equipment that has a value of \$35,000.

BE IT FURTHER RESOLVED THAT the Charter Township of Plymouth has offered to purchase the surplus equipment for \$35,000.

BE IT STILL FURTHER RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize the sale of the surplus used CAT 930H Front End Loader for the amount of \$35,000 to the Charter Township of Plymouth and the money shall be placed in the City Equipment Fund.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

b. Authorization to Hire for Police Department

Motion to authorize the following resolution made by Pobur, supported by Kehoe;

RESOLUTION 2025-80

WHEREAS The City of Plymouth has what is commonly known as the Hiring Ordinance in August of 2000; and

WHEREAS The Ordinance requires that the City Administration seek prior and express approval for any full-time position; and

WHEREAS The City Administration is seeking prior and express approval for the hiring of two police officer candidates; and

WHEREAS It is understood that two candidates would need to attend and complete the Police Academy.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize prior and express approval to hire two police officer candidates.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

c. Zoning Text Amendment – Light Industrial – First Reading

Motion to approve the following resolution made by Moroz, supported by Kehoe;

RESOLUTION 2025-81

WHEREAS The Planning Commission of the City of Plymouth reviewed the proposed zoning ordinance text which updates the regulations for commercial kennels in the I-1, Light Industrial District; and

WHEREAS The Planning Commission held a public hearing on August 13, 2025 to receive public comment about the text amendment; and

WHEREAS At the conclusion of the public hearing, the Planning Commission approved the text amendment and recommended review and approval by the City Commission; and

WHEREAS The City Commission has completed a first reading of the proposed language.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby approve the amendments to the I-1, Light Industrial District.

NOW THEREFORE BE IT FURTHER RESOLVED THAT the City Commission will hold a second reading of the proposed text amendments at their next regular meeting.

Sec. 78-123. Special land uses permitted after review and approval.

The following uses may be permitted by the planning commission subject to Article XXIII, the review and approval of the site plan by the planning commission, and the imposition of special conditions which, in the opinion of the commission, are necessary to ensure that the land use or activity authorized is compatible with adjacent uses of land, the natural environment and the capacities of public services and facilities affected by the land use, and subject further to a public hearing held in accord with section 78-281:

- (1) Major automotive repair facilities when completely enclosed, subject to section 78-285.
- (2) Lumber and planing mills when completely enclosed and when located in the interior of the district so that no property line shall form the exterior boundary of the I-1 district.
- (3) Metal plating, buffing and polishing, subject to appropriate measures to control the type of process to prevent noxious results and/or nuisances.
- (4) Banks, credit unions and other similar financial services (with or without drive-thru facilities)
- (5) Indoor recreational uses such as indoor soccer, racquet sports, volleyball, hockey, climbing walls, fitness centers, health clubs, dance studios, material arts and other similar recreation uses.
- (6) Commercial kennels subject to the following conditions:
 - a. The maximum number of animals permitted in a commercial kennel shall be 100. The site plan shall identify the number of animals and address animal occupancy on the site. The planning commission may restrict the number of animals occupying the site.
 - b. The planning commission may permit outdoor areas when located at least 50 feet from any residential property and screened with a fence or wall at least six feet in height. Outdoor areas shall not be located in any required front, side, or rear setbacks. ~~when within a completely enclosed building and when located in the interior of the I-1 district so that no property line shall form the exterior boundary of the I-1 district.~~
- (7) Commercial wind energy systems, subject to section 78-261.
- (8) Other uses, which in the determination of the planning commission, are of a similar character to the above uses.

(Ord. of 10-6-03; Ord. No. 2010-01, § 6, 4-5-10; Ord. No. 2013-05, § 2, 10-21-13)

There was a voice vote.

MOTION PASSED UNANIMOUSLY

d. Intergovernmental Contract – Wayne County for Block Grant Funding (CDBG)

Motion to approve the following resolution made by Pobur, supported by Moroz;

RESOLUTION 2025-82

WHEREAS The City Commission of the City of Plymouth has been a sub-recipient of the Wayne County for Community Development Block Grant funding for several decades; and

WHEREAS The Department of Housing and Urban Development (HUD), requires the City and County to renew Subrecipient Agreements from time to time; and

WHEREAS The City of Plymouth wishes to continue their relationship as a subrecipient of Wayne County Community Development Block Grant funding; and

WHEREAS The Department of Housing and Urban Development is requiring Wayne County to renew the Subrecipient Agreement with each subrecipient community to remain in compliance;

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby approve the enclosed Subrecipient Agreement for Community Development Block Grant effective from July 1, 2024 through June 30, 2026.

NOW BE IT FURTHER RESOLVED THAT the City Commission of the City of Plymouth authorizes the mayor to sign the agreement on behalf of the City of Plymouth.

Ellen Elliott, 404 Irvin inquired about using funds for senior program.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

9. REPORTS AND CORRESPONDENCE

a. Liaison Reports:

Kehoe: DDA meeting is Sept 8 at 7pm; OVA met last Wednesday, Chili Cookoff is Sunday Sept 21 in Old Village.

Moroz: ZBA meeting is Sept 4 and with three variance requests on the agenda.

Filipczak: There will be no HDC meeting this month, Cemetery Board is waiting for information from architect, Sincock will be participating in interviews for the Fire Department Asst Chief position.

Maguire: Library will be closed Sept 1-14. Main and upper floors will reopen Sept 15. Drive through can still be utilized. Email for questions info@plymouthlibrary.org

b. Appointments

Deal offered a motion, supported by Filipczak for the following appointments to the Corridor Improvement Authority Board:

Kyle Sinkus (Resident)

Mark Waller (Resident)

Michael Burkey (Business) Michigan Dog Training

Nicole Johnson (Business) Hermann's Olde Town

Rebecca Nicholson (Business) East Elm Kitchen

Alex Bernetich (Property) 173 West Liberty Street Suite B

There was a voice vote.

MOTION PASSED UNANIMOUSLY

10. ADJOURNMENT

The next regular City Commission meeting is 7:00 pm on Monday, September 15 at Plymouth City Hall.

Motion made by Pobur, supported by Moroz, to adjourn the meeting at 8:19 p.m.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

SUZI DEAL
MAYOR

MAUREEN A. BRODIE, CMC, MiPMC
CITY CLERK



Special Event Application

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

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

Complete this application in accordance with the City of Plymouth Special Events Policy, and return it to the City Manager's Office at least 21 calendar days prior to the starting date of the event.

FEES WILL BE CHARGED FOR ALL SPECIAL EVENTS. SEE ATTACHMENT B.

Sponsoring Organization's Legal Name Plymouth Goodfellows Inc

Ph# 734.262.3199 Fax# _____ Email plymouthgoodfellows@yahoo.com Website plymouthgoodfellows.org

Address PO Box 700192 City Plymouth State MI Zip 48170

Sponsoring Organization's Agent's Name Julie Johnston Title Vice-President

Ph# 734.673.1874 Fax# _____ Email juliejohnston313@gmail.com Cell# 734.673.1874

Address 9980 Tennyson City Plymouth State MI Zip 48170

Event Name Plymouth Goodfellows Paper Sale

Event Purpose Accept donations for air Christmas campaign

Event Date(s) Sat, December 6, 2025

Event Times 8:00 am - 1:00 pm

Event Location city sidewalks

What Kind Of Activities? Accepting donations + explaining organization

What is the Highest Number of People You Expect in Attendance at Any One Time? No additional people other than 15-20 volunteers

Coordinating With Another Event? YES NO If Yes, Event Name: _____

Event Details: (Provide a detailed description of all activities that will take place. Attach additional sheets if necessary.)

Plymouth Goodfellows volunteers will be distributing our organization's newsletter + accepting donations from the community throughout the City of Plymouth. Volunteers are instructed to be courteous to community, whether or not donations are given.

1. **TYPE OF EVENT:** Based on Policy 12.2, this event is: *(Weddings Ceremonies – Please Review Section 12.2 f.)*
City Operated Co-sponsored Event Other Non-Profit Other For-Profit Political or Ballot Issue

2. **ANNUAL EVENT:** Is this event expected to occur next year? YES NO

If Yes, you can reserve a date for next year with this application (see Policy 12.15). To reserve dates for next year, please provide the following information:

Normal Event Schedule (e.g., third weekend in July): 1st Saturday in December
Next year's specific dates: December 5, 2026

See section 12.13 for license & insurance requirements for vendors

- 3. **FOOD VENDORS/ CONCESSIONS?** YES NO **OTHER VENDORS?** YES NO
- 4. **DO YOU PLAN TO HAVE ALCOHOL SERVED AT THIS EVENT?** YES NO
- 5. **WILL ALCOHOL BE SERVED ON PRIVATE PROPERTY AS PART OF THIS EVENT?** YES NO
- 6. **WILL YOU NEED ELECTRICITY AND/OR WATER?** YES NO

CITY SERVICES REQUIRED? If needed, please attach a letter indicating all requests for City Services. (see Attachment B)

No services needed.

7. **AN EVENT MAP** IS IS NOT attached. If your event will use streets and/or sidewalks (for a parade, run, etc.), or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show any streets or parking lots that you are requesting to be blocked off.

8. **EVENT SIGNS:** Will this event include the use of signs? YES NO
If Yes, refer to Policy 12.8 for requirements, and describe the size and location of your proposed signs: **Please complete a sign illustration / description sheet and include with the application.**

Signs or banners approved by the City of Plymouth for Special Events shall be designed and made in an artistic and workman like manner. THE CITY MANAGER MUST APPROVE ALL SIGNS. SIGNS CANNOT BE ERECTED UNTIL APPROVAL IS GIVEN.

Signs and/or Banners may be used during the event only. Please refer to Special Event Policy for information related to the installation of banners on Downtown Street Light Poles in advance of event. NO SIGNS ARE ALLOWED IN THE PARK IN ADVANCE OF THE EVENT.

9. **UNLIMITED PARKING:** Are you requesting the removal of time limits on parking (see Policy 12.5)? YES NO
If Yes, list the lots or locations where/why this is requested:

10. **CERTIFICATION AND SIGNATURE:** I understand and agree on behalf of the sponsoring organization that
- a. a Certificate of Insurance must be provided which names the City of Plymouth as an additional named insured party on the policy. (See Policy 12.10 for insurance requirements)
 - b. Event sponsors and participants will be required to sign Indemnification Agreement forms (refer to Policy 12.12).
 - c. All food vendors must be approved by the Wayne County Health Department, and each food and/or other vendor must provide the City with a Certificate of Insurance which names the City of Plymouth as an additional named insured party on the policy. (See Policy 12.13)
 - d. The approval of this Special Event may include additional requirements and/or limitations, based on the City's review of this application, in accordance with the City's Special Event Policy. The event will be operated in conformance with the Written Confirmation of Approval. (see Policy 12.11 and 12.16)
 - e. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the City, and will promptly pay any billing for City services which may be rendered, pursuant to Policy 12.3 and 12.4.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with City's Special Event Policy, the terms of the Written Confirmation of Approval, and all other City requirements, ordinance and other laws which apply to this Special Event.

9/16/2025
Date

Julie Johnson
—Signature of Sponsoring Organization's Agent

RETURN THIS APPLICATION at least twenty (21) days prior to the first day of the event to: City

**Manager's Office
City Hall
201 S. Main Street
Plymouth MI 48170**

Phone: (734) 453-1234 ext. 203

11. INDEMNIFICATION AGREEMENT

INDEMNIFICATION AGREEMENT

The Plymouth Grad Fellows (organization name) agree(s) to defend, indemnify, and hold harmless the City of Plymouth, Michigan, from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the Paper Sale (event name) by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of the City of Plymouth or by third parties, or by the agents, servants, employees or factors of any of them.

Signature J. Medhurst

Date 9/10/2025

Witness _____

Date _____

Plymouth Goodfellows Paper Sale 2025
Saturday, December 6, 2025 8:00AM – 1:00PM

MUNICIPAL SERVICES:	Approved	Denied	(list reason for denial)	Initial CP
NO SERVICES NEEDED				
\$250 Bathroom Cleaning Fee Per Day of Event? YES NO				
Labor Costs:		Equipment Costs:		Materials Costs \$
POLICE:	Approved	Denied	(list reason for denial)	Initial AC
NO SERVICES NEEDED				
Labor Costs \$		Equipment Costs \$		Materials Costs \$
FIRE:	Approved	Denied	(list reason for denial)	Initial MS
NO SERVICES NEEDED				
Labor Costs \$		Equipment Costs \$		Materials Costs \$
HVA:	Approved	Denied	(list reason for denial)	Initial PS
NO SERVICES NEEDED				
DDA:	Approved	Denied	(list reason for denial)	Initial SP
NO SERVICES NEEDED				
Labor Costs \$		Equipment Costs \$		Materials Costs \$
RISK MANAGEMENT:	Approved	Denied	(list reason for denial)	Initial MB
Class I – Low Hazard		CANNOT BE IN STREETS		
Class II – Moderate Hazard		NEED INSURANCE		
Class III – High Hazard				
Class IV – Severe Hazard				

SITE FEE APPLIED TO ALL EVENTS IS \$100 PER DAY. EVENT SITE FEE \$0 TOTAL ESTIMATED FEE \$0

APPROVED x NOT APPROVED _____ DATE 09-12-2025



Special Event Application

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

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

Complete this application in accordance with the City of Plymouth Special Events Policy, and return it to the City Manager's Office at least 21 calendar days prior to the starting date of the event.

FEES WILL BE CHARGED FOR ALL SPECIAL EVENTS. SEE ATTACHMENT B.

Sponsoring Organ Plymouth Downtown Development Authority

Ph# 7344551453 Fax# _____ Email dda@plymouthmi.gov Website downtownplymouth.org

Address 831 Penniman City Plymouth State MI Zip 48170

Sponsoring Organization's Agent's Name Sam Plymale **Title** Director

Ph# 7344551453 Fax# _____ Email splymale@plymouthmi. Cell# 7345365268

Address 831 Penniman City Plymouth State MI Zip 48170

Event Name Main Street Boulevard Tree Lighting & Salvation Army Red Kettle Kick Off

Event Purpose To raise awareness for the Salvation Army's local Red Kettle Campaign and kick off the holiday season in
Friday, November 14, 2025

Event Date(s) _____

Event Times 5:30 - 7:30 PM (tree lighting at 7:00 PM)

Event Location Kellogg Park (Main Street side)

What Kind Of Activities? Caroling, music, free hot chocolate, gift card exchange

What is the Highest Number of People You Expect in Attendance at Any One Time? 300

Coordinating With Another Event? YES NO **If Yes, Event Name:** _____

Event Details: (Provide a detailed description of all activities that will take place. Attach additional sheets if necessary.)

Visitors will have a chance to win a gift card from a Downtown Plymouth merchant by donating a non perishable item to the Salvation Army. PCEP Choir will sing songs and the Salvation Army Brass Band will play holiday music. Boulevard lights will be lit at 7:00pm.

1. **TYPE OF EVENT:** Based on Policy 12.2, this event is: (Weddings Ceremonies – Please Review Section 12.2 f.)
City Operated Co-sponsored Event Other Non-Profit Other For-Profit Political or Ballot Issue

2. **ANNUAL EVENT:** Is this event expected to occur next year? YES NO

If Yes, you can reserve a date for next year with this application (see Policy 12.15). To reserve dates for next year, please provide the following information:

Normal Event Schedule (e.g., third weekend in July): the Friday two weeks before Thanksgiving
Next year's specific dates: November 13, 2026

See section 12.13 for license & insurance requirements for vendors

3. **FOOD VENDORS/ CONCESSIONS?** YES NO **OTHER VENDORS?** YES NO
4. **DO YOU PLAN TO HAVE ALCOHOL SERVED AT THIS EVENT?** YES NO
5. **WILL ALCOHOL BE SERVED ON PRIVATE PROPERTY AS PART OF THIS EVENT?** YES NO
6. **WILL YOU NEED ELECTRICITY AND/OR WATER?** YES NO

CITY SERVICES REQUIRED? If needed, please attach a letter indicating all requests for City Services. (see Attachment B)

Switch for tree lighting/coordination from DMS

7. **AN EVENT MAP IS** **IS NOT** attached. If your event will use streets and/or sidewalks (for a parade, run, etc.), or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show any streets or parking lots that you are requesting to be blocked off.

8. **EVENT SIGNS:** Will this event include the use of signs? YES NO
If Yes, refer to Policy 12.8 for requirements, and describe the size and location of your proposed signs: **Please complete a sign illustration / description sheet and include with the application.**

Signs or banners approved by the City of Plymouth for Special Events shall be designed and made in an artistic and workman like manner. THE CITY MANAGER MUST APPROVE ALL SIGNS. SIGNS CANNOT BE ERECTED UNTIL APPROVAL IS GIVEN.

Signs and/or Banners may be used during the event only. Please refer to Special Event Policy for information related to the installation of banners on Downtown Street Light Poles in advance of event. NO SIGNS ARE ALLOWED IN THE PARK IN ADVANCE OF THE EVENT.

9. **UNLIMITED PARKING:** Are you requesting the removal of time limits on parking (see Policy 12.5)? YES NO
If Yes, list the lots or locations where/why this is requested:

10.

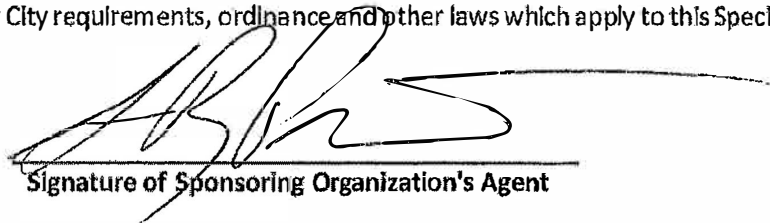
CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that

- a. a Certificate of Insurance must be provided which names the City of Plymouth as an additional named Insured party on the policy. (See Policy 12.10 for Insurance requirements)
- b. Event sponsors and participants will be required to sign Indemnification Agreement forms (refer to Policy 12.12).
- c. All food vendors must be approved by the Wayne County Health Department, and each food and/or other vendor must provide the City with a Certificate of Insurance which names the City of Plymouth as an additional named insured party on the policy. (See Policy 12.13)
- d. The approval of this Special Event may include additional requirements and/or limitations, based on the City's review of this application, in accordance with the City's Special Event Policy. The event will be operated in conformance with the Written Confirmation of Approval. (see Policy 12.11 and 12.16)
- e. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the City, and will promptly pay any billing for City services which may be rendered, pursuant to Policy 12.3 and 12.4.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with City's Special Event Policy, the terms of the Written Confirmation of Approval, and all other City requirements, ordinance and other laws which apply to this Special Event.

06/06/2025

Date



Signature of Sponsoring Organization's Agent

RETURN THIS APPLICATION at least twenty (21) days prior to the first day of the event to: City

Manager's Office
 City Hall
 201 S. Main Street
 Plymouth MI 48170

Phone: (734) 453-1234 ext. 203

11. **INDEMNIFICATION AGREEMENT**

INDEMNIFICATION AGREEMENT

The Plymouth Downtown _____ (*organization name*) agree(s) to defend, indemnify, and hold harmless the City of Plymouth, Michigan, from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the Main Street Boulevard Tree Lighting & (*event name*) by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of the City of Plymouth or by third parties, or by the agents, servants, employees or factors of any of them.

Signature _____

Date _____

Witness _____

Date _____

**Main Street Tree Lighting & Salvation Army Red Kettle Kick-off
Friday, Nov 14, 2025 5:30-7:30pm at Kellogg Park**

MUNICIPAL SERVICES:	Approved	Denied	(list reason for denial)	Initial CP
2 FTE				
PA SYSTEM				
\$250 Bathroom Cleaning Fee Per Day of Event? YES				NO
Labor Costs: \$600		Equipment Costs: \$100	Materials Cost: \$100	
POLICE:	Approved	Denied	(list reason for denial)	Initial AC
NO SERVICES NEEDED				
Labor Costs		Equipment Costs \$	Materials Costs \$	
FIRE:	Approved	Denied	(list reason for denial)	Initial MS
NO SERVICES NEEDED				
Labor Costs \$		Equipment Costs \$	Materials Costs \$	
HVA:	Approved	Denied	(list reason for denial)	Initial PS
NO SERVICES NEEDED				
DDA:	Approved	Denied	(list reason for denial)	Initial SP
NO SERVICES NEEDED				
Labor Costs \$		Equipment Costs \$	Materials Costs \$	
RISK MANAGEMENT:	Approved	Denied	(list reason for denial)	Initial MB
Class I – Low Hazard				
Class II – Moderate Hazard				
Class III – High Hazard				
Class IV – Severe Hazard				

SITE FEE APPLIED TO ALL EVENTS IS \$100 PER DAY. EVENT SITE FEE \$100

TOTAL ESTIMATED FEE \$1,150

APPROVED x NOT APPROVED _____ DATE 09-15-2025



Administrative Recommendation

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

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

To: Mayor & City Commission
From: Paul J. Sincock, City Manager
CC: S:\Manager\Sincock Files\Memorandum - Light Industrial Zoning Text Amendment - Final Reading - 09-15-25.docx
Date: September 11, 2025
RE: Zoning Text Amendment – Light Industrial – 2nd & Final Reading

Background

The Planning Commission has reviewed and recommended updates to the City's Zoning Ordinance to address compliance with the Michigan Zoning Enabling Act (MZEA). Under the MZEA, requests related to special land use and planned unit developments may only be considered by the Zoning Board of Appeals (ZBA) if such authority is explicitly provided for in the local Zoning Ordinance. The proposed amendments clarify this process to ensure consistency with state law.

In addition, the proposed changes include a revised definition of *Commercial Kennel* to provide greater clarity for applicants, property owners, and enforcement.

The Planning Commission held a public hearing on this matter on **August 13, 2025**, and, following discussion, has recommended adoption of the proposed amendments. A memorandum from Greta Bolhuis is attached, providing additional background information. The City Commission held a First Reading of these changes on September 2, 2025.

Recommendation

The City Administration recommends that the City Commission complete the **second and Final Reading** of the proposed **Light Industrial Text Amendment Ordinance**. This matter has been thoroughly reviewed by the Planning Commission, which has recommended approval of the amendment to the City Commission.

A proposed **Resolution** has been prepared and is attached for the City Commission's consideration.

Should you have any questions regarding this matter in advance of the meeting, please contact Greta Bolhuis or me.

ADMINISTRATIVE RECOMMENDATION

To: Paul Sincock, City Manager
From: Greta Bolhuis, AICP, Planning and Community Development Director *GB*
Date: September 11, 2025
Re: I-1, Light Industrial Text Amendments Second Reading

BACKGROUND:

As you are aware, earlier this year the Community Development Department was approached with two developments that were special land uses in their applicable zoning districts. The administration reviewed City ordinances and the Michigan Zoning Enabling Act (MZEA) to see if the zoning board of appeals could be petitioned to provide relief. Sec 125.3603 of the MZEA states "For special land use and planned unit development decisions, an appeal may be taken to the zoning board of appeals only if provided for in the zoning ordinance.". The zoning ordinance does not provide for such an appeal, therefore, if a special land use condition cannot be met, the applicant cannot request a variance from the zoning board of appeals and a text amendment was the only avenue forward. This finding was confirmed by the City Attorney.

The Community Development Department staff worked swiftly to develop text amendments for the special land use conditions needing adjustment. The proposed changes for the I-1, Light Industrial District is to restrict the number of animals in a commercial kennel and to allow outdoor areas located 50 feet away from residential properties and not located within any required setbacks. The Planning Commission reviewed the text amendments at a public hearing at their August 13, 2025 meeting. The board recommended the changes to the City Commission for adoption.

The City Commission completed the first reading of the draft ordinance on September 2, 2025. At that time the City Commission had no comments or changes.

RECOMMENDATION:

Staff recommends that the City Commission complete a second reading of the proposed I-1, Light Industrial District ordinance language, as presented and approve the same. Staff further recommends the City Commission direct the City Clerk to publish the new ordinance language to be effective the day after publication.

If you have any questions, please contact me directly.

Sec. 78-123. Special land uses permitted after review and approval.

The following uses may be permitted by the planning commission subject to Article XXIII, the review and approval of the site plan by the planning commission, and the imposition of special conditions which, in the opinion of the commission, are necessary to ensure that the land use or activity authorized is compatible with adjacent uses of land, the natural environment and the capacities of public services and facilities affected by the land use, and subject further to a public hearing held in accord with section 78-281:

- (1) Major automotive repair facilities when completely enclosed, subject to section 78-285.
- (2) Lumber and planing mills when completely enclosed and when located in the interior of the district so that no property line shall form the exterior boundary of the I-1 district.
- (3) Metal plating, buffing and polishing, subject to appropriate measures to control the type of process to prevent noxious results and/or nuisances.
- (4) Banks, credit unions and other similar financial services (with or without drive-thru facilities)
- (5) Indoor recreational uses such as indoor soccer, racquet sports, volleyball, hockey, climbing walls, fitness centers, health clubs, dance studios, material arts and other similar recreation uses.
- (6) Commercial kennels subject to the following conditions:
 - a. The maximum number of animals permitted in a commercial kennel shall be 100. The site plan shall identify the number of animals and address animal occupancy on the site. The planning commission may restrict the number of animals occupying the site.
 - b. The planning commission may permit outdoor areas when located at least 50 feet from any residential property and screened with a fence or wall at least six feet in height. Outdoor areas shall not be located in any required front, side, or rear setbacks. ~~when within a completely enclosed building and when located in the interior of the I-1 district so that no property line shall form the exterior boundary of the I-1 district.~~
- (7) Commercial wind energy systems, subject to section 78-261.
- (8) Other uses, which in the determination of the planning commission, are of a similar character to the above uses.

(Ord. of 10-6-03; Ord. No. 2010-01, § 6, 4-5-10; Ord. No. 2013-05, § 2, 10-21-13)

RESOLUTION

The following Resolution was offered by Commissioner _____ and seconded by Commissioner _____.

- WHEREAS The Planning Commission of the City of Plymouth reviewed the proposed zoning ordinance text which updates the regulations for commercial kennels in the I-1, Light Industrial District, and
- WHEREAS The Planning Commission held a public hearing on August 13, 2025 to receive public comment about the text amendment, and
- WHEREAS At the conclusion of the public hearing, the Planning Commission approved the text amendment and recommended review and approval by the City Commission, and
- WHEREAS The City Commission has completed a first reading and second reading of the proposed language.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby approve the amendments to the I-1, Light Industrial District.

NOW THEREFORE BE IT FURTHER RESOLVED THAT the City Commission directs the City Clerk to publish the Light Industrial, I-1 ordinance language to be effective the day after publication.



Administrative Recommendation

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

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

To: Mayor & City Commission
From: Paul J. Sincock, City Manager
CC: S:\Manager\Sincock Files\Memorandum - Authorization to Hire - Finance Director - 09-15-25.docx
Date: September 9, 2025
RE: Authorization to hire – Finance Director

BACKGROUND

On August 7, 2000, the City Commission adopted the Employment Ordinance, which requires the City Manager to obtain advance and express approval from the Commission before filling any full-time position.

Finance Director John Scanlon has announced that he will be leaving the City to accept the position of Finance Director for Macomb County. The City Administration is therefore requesting authorization to begin the process of hiring a replacement. Given Mr. Scanlon’s award-winning expertise and extensive knowledge of local government accounting and regulations, identifying a qualified successor will be a challenging task, and it is important that this process begin promptly.

The Finance Director position is an authorized full-time position within the current budget. It is anticipated that some temporary support for the Finance Department may be needed once Mr. Scanlon departs in late October.

RECOMMENDATION

The City Administration respectfully recommends that the City Commission authorize the hiring of a Finance Director. A proposed Resolution is attached for the Commission’s consideration.

RESOLUTION

The following Resolution was offered by _____ and seconded by _____:

WHEREAS, the City Commission has adopted an ordinance requiring prior and express approval from the City Commission before filling any full-time position; and

WHEREAS, the City Administration has requested such approval for the hiring of a Finance Director for the City of Plymouth;

NOW, THEREFORE, BE IT RESOLVED, that the City Commission of the City of Plymouth hereby grants prior and express approval for the hiring of a full-time Finance Director.



Administrative Recommendation

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

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

To: Mayor & City Commission
From: Paul J. Sincock, City Manager
CC: S:\Manager\Sincock Files\Memorandum - Police Command Officer Contract Tentative Agreement - 09-15-25.docx
Date: September 11, 2025
RE: Police Command Officer Contract Tentative Agreement

Background

The City Commission is aware that we have been negotiating with the Police Command Officers Union, which affects the Sergeants and Lieutenant. We are happy to indicate that we have come to a tentative agreement with the Police Command Officers union related to their contract, which expires on December 31st. Our team included Tom Alexandris, Chris Porman, Al Cox, John Scanlon and me. We had a total of 22 different contract issues that were covered in our discussions, ranging from wages, to retirement, to holiday pay, educational assistance, bereavement, disability insurance and gender-neutral language. The Commission will recall that the police officers were the first group of three groups to come in to negotiate their contract and their contract will be the pattern for other groups.

The local team from the Command Officers had a number of difficult issues, which could have posed some significant long-term costs on the City. However, they came to discuss issues and to listen to our responses, which allowed a collaborative environment to come to an agreement. We were able to come to terms without adding those expensive long-term costs. We still had some issues that we discussed that we were not able to reach agreement on, but we will address these matters with alternatives in the future. Per the direction of the City Commission, we used the agreement with the Police Officers as the framework for this contract.

After much discussion, we have come to terms on a four-year contract, which will provide the City with a stable and predictable environment for the next several years. A long-term agreement was a major city issue and is something that John Scanlon was looking for when he is working to predict costs in the five-year budgeting process.

We have proposed wage increases as follows:

- 1/1/26 – 5%
- 1/1/27 – 4%
- 1/1/28 – 3.5%
- 1/1/29 – 3.5%

As a comparison, our Sergeants' top pay on 1/1/26 will be \$52.78/per hour, Plymouth Township top pay is \$50.84/per hour, Northville Township is \$57.16/per hour, Canton Township is \$51.78, Northville City is \$50.20/per hour.

On the benefits side, we are the only agency that does not offer the old-style defined benefit retirement program, to at least some current employees. Northville Township offers all officers a defined benefit pension with a cap, and then offers another 3% defined contribution, if the employee matches. Canton offers pensions to all employees, while Plymouth Township and Northville City offer a pension to some employees and a 15% defined contribution for everyone else. Our DC ranged from 10 to 13% depending on the date of hire and we worked to put everyone at 13%, despite demands to be at 15% for everyone.

As we previously indicated to the City Commission, we would not be able to provide parity with our neighbors, but we do need to be close with our neighbors. It should be noted that some of our neighbors increase their salaries on a January 1 schedule, and others do it at other times, depending on when their contracts were ratified. We have previously discussed with the Commission the issue of area comparables, when we are working to recruit and retain our staff and to be prepared for Act 312 arbitration, if it was needed.

Financially, we have worked out an agreement that fits within the scope of what John Scanlon had laid out for our team. Both sides left the table wanting more but accepting each other's ending reasonable positions.

In accordance with the City's Strategic Plan the City Administration has now completed contract negotiations with all of our unions and non-union employees.

RECOMMENDATION:

The City Administration recommends that the City Commission authorize the tentative contract between the City and the Police Officers Association of Michigan as outlined here. The Union has already voted to approve the tentative agreement.

We have attached a proposed Resolution for the City Commission to consider regarding this matter. Should you have any questions in advance of the meeting please feel free to contact me.

RESOLUTION

The following Resolution was offered by _____ and seconded by

WHEREAS The City of Plymouth has employee groups that are represented by unions, and
From time to time those union contracts expire and new contracts need to be
Negotiated, and

WHEREAS The contract with the Plymouth Police Command Officers through their Representative
Agent from Command Officers Association of Michigan (COAM) expires on
December 31, 2025, and a new contract needs to be implemented, and

WHEREAS The City and the union have in good faith met and discussed a new agreement that
would begin on January 1, 2026, and

WHEREAS The City and the union have come to a tentative agreement on a new contract.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby
accept the tentative agreement between the City and the City's police command officers as represented
by COAM. The terms of the four-year agreement are outlined in the City Manager's write-up for the City
Commission.



Administrative Recommendation

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

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

To: Mayor & City Commission
From: Paul J. Sincock, City Manager
CC: Memorandum - Authorization to Hire Part Time Staff - Zackery Jost - 09-15-25
Date: September 11, 2025
RE: Authorization for Part Time Hiring

Background

The City has a policy which prohibits the hiring of relatives of any current City employee unless the City Manager recommends the hiring to the City Commission, and they approve it. The policy states: *"The hiring of a person who is a relative of any current employee must be specifically authorized by the City Commission upon recommendation of the City Manager."* We have a situation related to part-time staffing.

We hire several high school and college-aged students to fill several openings that we have at the Recreation Department and Cultural Center. We have a situation where one person is now away at college, and we want to hire the sibling to fill some vacancies in the schedule. The college person will return during the holidays and again next spring.

This situation has come up in the past with part-time staff. Many years ago, Chris Porman worked as a part time summer help for Municipal Services while attending college and the City Commission authorized the hiring of his brother Matt for a similar position when he got out of high school. This is the same exact situation. These are part-time positions, and they have no supervisory control over each other.

Recommendation

The City Administration recommends that the City Commission authorize the hiring of Zachary Jost for a part time Recreation Department worker.

We have attached a proposed Resolution for the City Commission to consider regarding this matter. Should you have any questions regarding this matter please feel free to contact me.

RESOLUTION

The following resolution was offered by Commissioner _____ and seconded by Commissioner _____.

WHEREAS The City of Plymouth has a hiring policy which prohibits the hiring of any relative of a current City employee; and

WHEREAS The Department of Municipal Services has recommended the hiring of Zackery Jost for a part time position and his sibling is currently employed by the City as an employee in a similar position.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby specifically authorize the hiring of Zackery Jost for a part-time position with the Recreation Department.



Administrative Recommendation

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

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

To: Mayor & City Commission
From: Paul J. Sincock, City Manager
CC: S:\Manager\Sincock Files\Memorandum - Light Industrial Zoning Text Amendment - Final Reading - 09-15-25.docx
Date: September 11, 2025
RE: Zoning Text Amendment – Ann Arbor Road Corridor – First Reading

Background

The Planning Commission has reviewed and recommended updates to the City's Zoning Ordinance to address compliance with the Michigan Zoning Enabling Act (MZEA). Under the MZEA, requests related to special land use and planned unit developments may only be considered by the Zoning Board of Appeals (ZBA) if such authority is explicitly provided for in the local Zoning Ordinance. The proposed amendments clarify this process to ensure consistency with state law.

This change relates to the Zoning classification of the Ann Arbor Road Corridor (ARC). The City Commission will recall that the ARC is a joint zoning classification in both the City of Plymouth and Township of Plymouth. The changes are related to a potential childcare facility at Ann Arbor Road and Main Street. Due to joint zoning in the city and township, our staff have been working with the staff at Plymouth Township to resolve this issue. We are working on this situation in tandem with the Township of Plymouth, and it is expected to be considered by the Township Planning Commission on September 17th.

The City Planning Commission held a public hearing on this matter on **August 13, 2025**, and, following discussion, has recommended adoption of the proposed amendments. A memorandum from Greta Bolhuis is attached, providing additional background information. This would be the first reading of these Ordinance amendments.

Recommendation

The City Administration recommends that the City Commission complete the **First Reading** of the proposed changes to the **Ann Arbor Road Corridor Zoning Ordinance**. This matter has been thoroughly reviewed by the Planning Commission, which has recommended approval of the amendment to the City Commission.

A proposed **Resolution** has been prepared and is attached for the City Commission's consideration.

Should you have any questions regarding this matter in advance of the meeting, please contact Greta Bolhuis or me.

ADMINISTRATIVE MEMORANDUM

To: Paul Sincock, City Manager
From: Greta Bolhuis, AICP, Planning and Community Development Director *GB*
Date: September 10, 2025
Re: ARC Text Amendments First Reading

BACKGROUND:

Earlier this year the Community Development Department was approached with two developments that were special land uses in their applicable zoning districts. One of the proposals submitted plans and Carlisle-Wortman initiated their review. It was identified that one of the conditions required to be eligible for special land use approval would not be possible to meet. The administration reviewed City ordinances and the Michigan Zoning Enabling Act (MZEA) to see if the zoning board of appeals could be petitioned to provide relief. Sec 125.3603 of the MZEA states "For special land use and planned unit development decisions, an appeal may be taken to the zoning board of appeals only if provided for in the zoning ordinance.". The zoning ordinance does not provide for such an appeal, therefore, if a special land use condition cannot be met, the applicant cannot request a variance from the zoning board of appeals. This leaves the consideration of a text amendment as the only viable option. This finding was confirmed by the City Attorney.

The Community Development Department staff worked swiftly to develop text amendments for the special land use conditions needing adjustment. The proposed changes for the ARC, Ann Arbor Road Corridor District would require at least 3,000 square feet of outdoor play space per childcare center and would eliminate the requirement that all goods produced and services performed on site shall be sold on site. The Planning Commission reviewed the text amendments at a public hearing at their August 13, 2025 meeting. The board recommended the changes to the City Commission for adoption.

It is important to note that the ARC District is a jointly established district with Plymouth Township. Specifically, the intent of the ARC District states: "It is further acknowledged that creation of the ARC district does not change the independent authorities and powers of each unit of government to adopt, enforce and amend its zoning ordinance; however it is the intent of both bodies in creating this district that the regulations and effect of the ARC remain the same in both the city and the township. Therefore, by mutual agreement, variations which are not approved by both the township and the city are contrary to the intent of this district." Staff presented the proposed amendments to the Plymouth Township Planning Commission on August 6, 2025. The Township Commission acknowledged the challenges of the current ordinance requirements and requested additional information. City staff collected additional information and data for the Township Planning Commission, which will be presented for further consideration on September 17.

Attached is the proposed ARC, Ann Arbor Road Corridor language for your review. The City Attorney has reviewed the proposed changes. A draft of the Planning Commission meeting minutes is also attached.

RECOMMENDATION:

Staff recommends that the City Commission complete a first reading of the proposed ARC District ordinance language, as presented and approve the same. Staff further recommends the City Commission set the second reading of the proposed language after review and approval by the Plymouth Township Planning Commission.

If you have any questions, please contact me directly.

Sec. 78-161. ARC Ann Arbor Road Corridor District.

- (a) *Purpose.* The Ann Arbor Road Corridor Zoning District is intended to establish uniform regulations applicable to the use of land, dimensions for building and site development, parking, landscaping and signage which accommodate and promote land uses which are compatible with the desired character of the corridor, and which conserve property values and long term stability of office, commercial and limited light industrial uses along the Ann Arbor Road Corridor. The Ann Arbor Road Corridor District is intended to accommodate a mixture of office, business and limited light industrial uses designed to serve the commercial needs of the general community in an attractive, well designed and functional environment.
- (b) *Principal uses permitted.* No building or land shall be used and no building shall be erected except for one or more of the following specified uses, unless otherwise provided in this article:
- (1) Medical and dental offices and clinics and other professional offices.
 - (2) Administrative, executive and editorial offices.
 - (3) Real estate and other general business offices.
 - (4) Banks, credit unions, savings and loan associations, and similar financial institutions.
 - (5) Schools for arts and crafts, photography and studios for music or dancing; training centers, business schools or private schools operated for profit.
 - (6) Private clubs and lodge halls.
 - (7) Mortuaries.
 - (8) Churches, temples, and similar places of worship, and other facilities incidental thereto.
 - (9) Personal service establishments which perform services on the premises such as: shoe repair, dry cleaning shops (without on-site processing), tailors and dressmakers shops, beauty parlors and barbershops, or any service establishment of an office-showroom or workshop nature of an electrician, decorator, dressmaker, tailor, shoemaker, baker, printer, upholsterer, or an establishment doing radio, television or home appliance repair, photographic reproduction, and similar establishments that require a retail adjunct and are 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.
 - (10) Retail establishments whose principal activity is the sale of merchandise in an enclosed building, including sales of groceries, meats, dairy products, baked goods or other foods, drugs, dry goods and notions or hardware.
 - (11) Business services such as mailing, copying and data processing.
 - (12) Restaurants not serving alcoholic beverages where patrons are served while seated within a building occupied by such establishments.
 - (13) *Reserved.*
 - (14) Bus stations.
 - (15) Commercial parking garages.
 - (16) Public schools.
 - (17) Accessory structures and uses customarily incidental to the above permitted uses.
- (c) *Special land uses.* The following uses may be permitted by the planning commission, subject to the conditions hereinafter imposed for each use, including the review and approval of the site plan by the

planning commission; and the imposition of special conditions which, in the opinion of the commission, are necessary to fulfill the purposes of this article; and the procedures and requirements set forth in this article for special land use approval, including a public hearing.

- (1) Any other use not specified as a principal permitted use which the planning commission finds to not be inconsistent with the purposes of this article and which will not impair the present or potential use of adjacent properties.
- (2) Child care centers not including overnight sleeping facilities, subject to the following conditions:
 - a. ~~There shall be not less than 3,000 square feet of outdoor play space For each child permitted at the maximum licensed capacity of the facility, there shall be provided and maintained a minimum of 500 square feet of outdoor play area. Such play space shall have a total minimum area of not less than 3,000 square feet and such play space~~ shall be fenced and screened from any adjoining lot in any residential district.
 - b. All child care facilities shall be registered with or licensed by the State of Michigan where required, and shall comply with the minimum state standards for such facilities, in addition to those standards specified in this article. Proof of compliance shall be provided to the city upon request.
 - c. Adequate ingress, egress and circulation shall be provided. Vehicles must be able to easily circulate within and through the site to a designated pick-up/drop-off area without impeding circulation on the site or traffic on nearby roads. Adequate stacking space for the pick-up/drop-off area shall be provided.
- (3) Commercial, medical and dental laboratories, not including the manufacturing of pharmaceutical or other products for general sale or distribution.
- (4) Parochial and private schools.
- (5) Municipal facilities, including municipal or other governmental offices, fire stations, post offices, community buildings, libraries, parks, playgrounds and park-n-ride lots.
- (6) Hospitals and convalescent homes.
- (7) Communication facilities, public utility transformer stations, sub-stations and gas regulator stations without outdoor service or storage yards subject to the following:
 - a. A front yard setback of not less than 50 feet shall be provided and two side yards and a rear yard shall be provided, each shall not be less than 25 feet in width.
 - b. When a transmission or relay tower, etc. is proposed as part of the facility, the tower shall be so located that it does not present a nuisance to abutting residential properties. The tower shall be so located on the subject property that the distance from the base of the tower to all points on each property line shall be not less than one and one-half (1½) times the height of the tower.
 - c. Such use shall be screened and buffered from nearby public rights-of-way and property in accordance with the requirements of this chapter.
- (8) Large scale institutional uses, subject to the following:
 - a. The site shall have at least 150 feet of frontage on a major thoroughfare with an existing or planned right-of-way of not less than 120 feet. All ingress and egress to the site shall be directly onto such major thoroughfares.
 - b. The site shall be located within one half mile of interchange access to I-275, as measured along major thoroughfares.

-
- c. All buildings, structures, and parking and loading areas shall be setback a minimum of 100 feet from any abutting residential zoning district. Such setback area shall be heavily landscaped so as to create a complete visual and physical separation between the two unlike land uses, forming an effective screen in compliance with the provisions of this chapter.
 - d. Traffic from events (including church worship services), and other large assemblies shall be controlled by the institution or by its agents so as to not create congestion or unreasonable delays on the public street. A schedule of expected frequency of events (including church worship services) and assemblies, a description of the method(s) of traffic control, and a traffic impact study and shall be presented to the planning commission for approval after review and comment on the plan by the police department.
 - e. Associated uses on the site such as schools, (if not the primary use) recreation centers, retreat facilities, conference centers, convents, and others shall meet all requirements of this chapter for such uses.
 - f. All parking spaces and aisles shall be screened from off-site view by any one or a combination of the following:
 - 1. Screening mound or berm.
 - 2. Dense landscaping.
 - 3. Solid wall with planting strip.
 - 4. Changes in grade through the use of retaining walls, or topographic features.Screening shall be in accordance with the requirements of section 78-167.
 - g. There shall be no outside loudspeakers or amplified sound outside of a totally enclosed building.
 - h. Storage of buses, trucks, and maintenance equipment shall be entirely within a totally enclosed building.

(9) Hotels and motels subject to the following:

- a. Each hotel or motel shall provide minimum side yards of not less than 25 feet each; minimum rear yard of not less than 35 feet; minimum front yard of 25 feet except that when parking is provided between the building and a street, the minimum front yard and/or side yard shall be not less than 75 feet.
- b. When the front yard and/or side yard abuts a street and is used to provide an access road and/or off-street parking, the area shall be screened in compliance with the requirements of this article.
- c. Each motel or hotel unit shall contain not less than 250 square feet of floor area.
- d. Kitchen or cooking facilities may be provided in new motels or hotels upon demonstration by the applicant that the provisions of all applicable fire prevention and building codes have been met. No existing motel units shall be converted for use of cooking and/or kitchen facilities unless the applicant can demonstrate compliance with all applicable fire prevention and building codes and obtains a certificate of occupancy for each unit being converted.
- e. Where a unit is provided as a residence for the owner or the manager, the following minimum floor area requirements shall be provided: one bedroom unit, 600 square feet; two bedroom unit, 800 square feet; three bedroom unit, 1,000 square feet; four bedroom unit, 1,200 square feet.

(10) Sales rooms, and/or sales lots for new and/or used automobiles, recreation vehicles or trucks, subject to the following:

-
- a. Outdoor lighting shall be provided in an amount which shall be sufficient to permit safe movement of vehicles and pedestrians at night. This lighting shall be high pressure sodium, metal halide or other type of lighting approved by the commission which exhibits the same characteristics and qualities of high pressure sodium or metal halide. Outdoor lighting shall be so located and designated as to reflect light away from adjacent single family residential areas and shall comply with the requirements of section 78-204, exterior lighting.
 - b. All service and repair facilities shall be contained within an enclosed building except for the storage of repaired and wrecked cars. All areas used to store repaired or wrecked cars shall be located behind the building and screened in compliance with the requirements of section 78-167 of this chapter.
 - c. An obscuring wall must be provided when abutting or adjacent districts are zoned for residential use, in accordance with section 78-206 of this article.
 - d. No major repair or major refinishing shall be done on the lot.
 - e. Where a sales lot for new and/or used automobiles, or trucks, abuts a street, a planting strip shall be established in accordance with section 78-167, specific landscaping, screening and buffering requirements. The planting strip shall comply with the standards for Ann Arbor Road streetscape or parking area buffering based upon the street fronted upon, and shall provide a proper buffer in the determination of planning commission. The required shrubbery plantings may be modified at the discretion of the planning commission, to break up the areas without circumventing the total view of the product.
 - f. No loudspeakers for outdoor broadcasting shall be permitted.
 - g. Rental facilities for vehicles shall be permitted only as an accessory use to a permitted vehicle sales use under this section.
 - h. All outdoor sales or display areas shall be surfaced with asphalt or concrete or other similar dust-proof surface.
- (11) Motorcycle, motorbike, personal watercraft, snow mobile and all-terrain vehicle sales, service, clubs and rental facilities subject to the following:
- a. No motorcycle or motorbike rental, sales, service or motorcycle or motorbike clubs shall be permitted on a parcel of land which is located within 200 feet of a residential district.
 - b. Motorcycle or motorbike clubs may be operated only between the hours of 6 a.m. and 12 midnight.
 - c. Outdoor storage and/or testing areas shall not be permitted.
 - d. All service and repair facilities shall be contained within an enclosed building.
 - e. Where a sales lot and/or outdoor display area abuts a street, a planting strip shall be established in accordance with section 78-167, specific landscaping, screening and buffering requirements. The planting strip shall comply with the standards for Ann Arbor Road streetscape or parking area buffering based upon the street the sales lot or display area abuts, and shall provide a proper buffer in the determination of the planning commission. The required shrubbery plantings may be modified at the discretion of the planning commission, to break up the areas without circumventing the total view of the product.
 - f. All outdoor sales or display areas shall be surfaced with asphalt or concrete or other similar dust-proof surface.

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- (12) Indoor recreation uses such as bowling establishments, court sport facilities, tennis clubs, pool and billiard halls, roller and ice skating rinks, and other general indoor recreation facilities, subject to the following:
- a. The structure housing such facilities shall be located at least fifty (50) feet from any front, rear, or side yard of any residential lot in an adjacent residential district.
 - b. Any vehicles or equipment used for servicing the facilities, such as court cleaners or zambonis, shall be stored only inside a totally enclosed building.
 - c. The use of any electronic or enhanced sound system shall be contained so as to not present an unreasonable disturbance to the neighborhood in which it is located.
- (13) Theaters, assembly halls, concert halls or similar uses, subject to the following:
- a. All operations shall be conducted within a completely enclosed building.
 - b. All buildings shall be set back at least one hundred (100) feet from any residential district.
- (14) Drive-in restaurants and other drive-in establishments excluding outdoor theaters, subject to the following:
- a. Outdoor lighting shall be provided in an amount which shall be sufficient to permit safe movement of vehicles and pedestrians at night. This lighting shall be high pressure sodium, metal halide or other type of lighting approved by the commission which exhibits the same characteristics and qualities of high pressure sodium or metal halide. Outdoor lighting shall be so located and designated as to reflect light away from adjacent single family residential areas and shall comply with the requirements of section 78-204 exterior lighting.
 - b. A setback of at least 60 feet from the future right-of-way or street setback line of any street must be maintained.
- (15) Outdoor cafes and eating areas accessory to a permitted restaurant use, subject to the following:
- a. Pedestrian circulation and access to building entrances (both on and off site) shall not be impaired. A minimum of six (6) feet of sidewalk leading to the entrance to the establishment shall be maintained free of tables and other encumbrances. Planters, posts with ropes or other enclosures shall be used to define the area occupied by the outdoor cafe.
 - b. The outdoor cafe shall be kept clean, litter-free, and with a well-kept appearance within and immediately adjacent to the area of the tables and chairs. Additional outdoor waste receptacles may be required. Written procedures for cleaning and waste containment and removal responsibilities shall be included with all applications and approved by the planning commission. Preparation of food and beverages is prohibited in the outdoor cafe area.
 - c. Tables, chairs, planters, waste receptacles, and other elements of street furniture shall be compatible with the architectural character of the adjacent buildings, subject to planning commission approval.
- (16) Veterinary clinics, animal clinics and animal hospitals subject to the following:
- a. Any building designed or constructed for such uses shall be used for the sole purpose of providing medical care for household pets and shall not be constructed or used as a boarding establishment for household pets.
 - b. If animals eligible for treatment at such establishments are kept overnight on the premises or for a period longer than regular professional business hours, then a full-time, duly qualified attendant shall be stationed in charge of said premises.

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- c. Open or outdoor runs, kennels or pens shall be prohibited.
 - d. In no case shall the disposal of rubbish and litter be conducted in such a manner as to be obnoxious or offensive.
 - e. In no case shall there be any harboring of vermin or decaying matter on the premises, and effective provisions shall be made to confine all noise, confusion and odor, if any, to the premises.
 - f. The building and ventilation system shall be constructed to prevent any noise and odors emanating from the area used for the treatment and temporary keeping of household pets from reaching the building exterior.
- (17) A storage garage for commercial vehicles used by a business or other activity when located on the same contiguous site therewith and not occupying more than 25 percent of the area of such contiguous site.
- (18) Commercial (major repair or body shop) garages subject to the following:
- a. All operations of the commercial garage shall be conducted entirely within the building except for the storage of repaired and wrecked cars. All areas used to store repaired or wrecked cars shall be screened from view off site in compliance with section 78-296.
 - b. All outdoor sales or display areas shall be surfaced with asphalt or concrete or other similar dust-proof surface.
- (19) Commercially used outdoor recreational space for children's amusement parks, miniature golf courses, subject to the following:
- a. The children's amusement park must be fenced on all sides with a four-foot, six-inch wall or fence.
 - b. Adequate parking shall be provided off the road right-of-way and shall be fenced with a four-foot, six-inch high wall or fence where adjacent to the use.
- (20) Open air display and sales areas, including nursery plants and materials; lawn furniture; playground equipment and swimming pools; garden supplies and similar open-air displays, subject to the following conditions:
- a. The storage and/or display of any materials and/or products shall meet all setback requirements applicable to a building, and shall be screened from view off-site.
 - b. All loading and parking shall be provided off-street.
 - c. The storage of any soil, fertilizer, or other loose, unpackaged materials shall be contained so as to prevent any affects on adjacent uses.
 - d. Outdoor display and sales of lumber and coal yards, building material sales establishments, junk yards, used auto parts or wrecking establishments shall not be permitted.
 - e. All outdoor sales or display areas shall be surfaced with asphalt or concrete or other similar dust-proof surface.
- (21) Auto wash facilities subject to the following:
- a. In the case that an auto wash facility includes the storage and/or sale of gasoline as part of the operation, the requirements of subsection (c)(23) of this section shall also apply.
 - b. All washing facilities shall be completely within an enclosed building.

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- c. Vacuuming facilities may be outside the building, but shall not be in the front yard and shall not be closer than 100 feet from any residential district. Where such facilities are located in a side or rear yard abutting a street, such use shall be screened from the street by one or a combination of the following:
 - 1. A solid wall of at least four feet in height and six to eight-foot wide planting strip on the street side. Such planting strip shall contain as a minimum, one deciduous small ornamental tree for every twenty lineal feet of planting strip required.
 - 2. Mounding or berming of not less than four feet in height with side slopes no steeper than 3:1 (three feet horizontal to one foot vertical). A minimum of one (1) deciduous small ornamental tree shall be planted for every 20 lineal feet of berm or mound.
 - d. Driveway entrances into the auto wash structure shall be from within the lot and no entrance into the building shall be directly from a street or alley. No alley shall be used as a means of serving an auto wash facility. Drains shall be provided at all entrances and exits at the street setback line. Auto wash facilities shall not, in general, be located within 200 feet of an intersection of any two roads when either of the two roads is considered to carry moderate to heavy traffic levels.
 - e. A hard surfaced driveway of either one or more lanes shall be constructed on the site in such a manner as to provide a continuous movement of cars into the wash rack.
 - f. The driveways, so provided, shall be not less than 12 feet wide for a single lane and not less than 12 additional feet, in width, from each additional lane.
 - g. The use of steam in the cleaning process shall be permitted when confined within an enclosed building.
 - h. Outdoor lighting shall be provided in an amount which shall be sufficient to permit safe movement of vehicles and pedestrians at night. This lighting shall be high pressure sodium, metal halide or other type of lighting approved by the commission which exhibits the same characteristics and qualities of high pressure sodium or metal halide. Outdoor lighting shall be so located and designated as to reflect light away from adjacent single family residential areas and shall comply with the requirements of section 78-204, exterior lighting.
 - i. All cars required to wait for access to the facilities shall be provided space off the street right-of-way in accordance with the provisions of section 78-163.
- (22) Minor automotive repair, such as muffler shops, shock absorber replacement shops, tire stores, undercoating shops, minor engine repair and small engine repair, subject to the following conditions:
- a. Access to such use shall be directly to a major or collector street.
 - b. Outdoor storage of parts or materials shall be prohibited.
 - c. Vehicles shall not be allowed to be stored outside the building for more than 24 hours unless awaiting repair for which a work order, authorized by the owner of the vehicle, is posted in the vehicle so as to be visible from outside the vehicle and not to exceed seven days. Space for vehicles awaiting repair shall be designated on the site plan and shall be screened as determined necessary by the planning commission.
 - d. Areas for off-street parking required for customer use shall not be utilized for the storage of vehicles awaiting repair.
 - e. All vehicle servicing or repair, except minor repairs such as, but not limited to, tire changing and headlight changing shall be conducted within a building.

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- f. Suitable containers shall be provided and utilized for the disposal of used parts and such containers shall be screened from public view.

(23) Gasoline service stations subject to the following:

- a. Gasoline service stations shall provide a front yard and side yards of not less than 20 feet each. No part of a service station canopy shall extend into a required yard.
- b. Gasoline service stations, including any part of the facade, and other structure or part of any other structures on the same lot, shall not exceed 25 feet in height.
- c. Open space on the gasoline service station site may be used for parking or maneuvering of vehicles being serviced, waiting to be serviced or serviced vehicles waiting to be picked up. The use of the open space for parking of vehicles for storage, sale or rental or for any other use other than that defined in the definition of gasoline service station under this chapter is prohibited.
- d. Hoists or other equipment used in servicing of motor vehicles shall be located within an enclosed building.
- e. Pump islands shall be setback not less than 25 feet from the street setback line of any street to which the pump island is perpendicular and 19 feet from the street setback line of any street to which the pump island is parallel and not less than 19 feet from any residential boundary line. Additional setback may be required if determined necessary by the planning commission to provide for adequate site circulation and maneuvering. The setback areas shall include a minimum ten-foot planting strip located along and between the street setback line and the pump islands. No servicing shall be permitted on any vehicle while said vehicle is resting wholly or partly on a sidewalk or on a public street or highway right-of-way.
- f. No gasoline service station, service garage, auto wash facility, or other establishment where gasoline is stored and sold, which because of their nature unavoidably invite vehicle traffic, depend on standing vehicles while awaiting service and route such traffic across curb lines and sidewalks, shall be located—and no property shall be used as such—nearer than 100 feet in any direction as measured from any point on the property line of any church, school (public or parochial), police station, fire station or buildings used for public assembly and 500 feet from any hospital.
- g. Gasoline service stations shall be located on a plot of ground having frontage of not less than 150 feet as measured from the street setback line. When the gasoline service station is located on a corner lot the minimum frontage of 150 feet shall apply to frontage on both streets as measured from the street setback line. Each gasoline service station shall, in addition to the minimum frontage requirement, provide a minimum area of not less than 15,000 square feet. Such station shall be composed of the building housing the office and the facilities for servicing, greasing and/or washing and the pumps for dispensing gasoline. Such facilities shall contain not more than five units (as defined below). Any station designed for more than five units shall provide an additional area of 3,000 square feet for each additional unit. For the purpose of this section, a unit shall mean (a) a set of pumps or (b) a stall for one vehicle within the building for servicing, greasing or washing.
- h. All gasoline and other combustible fuels used to propel internal combustion motors shall be stored in compliance with the all applicable state, federal and municipal codes.
- i. There shall be provided, on those sides abutting or adjacent to a residential district, a six-foot completely obscuring wall, consistent with the requirements of section 78-167.
- j. Outdoor lighting shall be provided in an amount which shall be sufficient to permit safe movement of vehicles and pedestrians at night. This lighting shall be high pressure sodium metal

halide or other type of lighting approved by the commission which exhibits the same characteristics and qualities of high pressure sodium or metal halide. Outdoor lighting shall be so located and designated as to reflect light away from adjacent single family residential areas and shall comply with the requirements of section 78-204, exterior lighting.

- k. All restroom doors shall be shielded from adjacent streets and residential districts.
 - l. Gasoline service stations with restaurant or "fast food" facilities (with or without drive-through) and/or convenience store and/or car wash facilities shall meet all separate chapter standards for these individual uses. Additionally, stacking, service and circulation lanes, and parking for the individual uses shall be designed and laid-out so as to minimize the potential for traffic circulation and vehicle-pedestrian conflicts. Landscaped islands and buffer strips shall be used to separate and screen stacking and service lanes.
 - m. Outside storage and display shall be limited to small quantities of oil and other supplies needed for servicing at the pumps. No retail sale items such as soda pop, windshield solvent, landscape mulch or other merchandise shall be displayed or sold outside. All outdoor storage and display areas must be identified on the site plan and approved by the planning commission.
- (24) Arcades and any commercial establishment in which the primary purpose of such establishment is the operation of mechanical or electrical amusement devices subject to the following:
- a. All activities shall be conducted entirely within a building.
 - b. No such business shall be open for business between the hours of 12 midnight and 9:00 a.m.
 - c. The building housing such use shall be so constructed and maintained as to insure that all interior noises shall be kept from reaching the building exterior.
 - d. The planning commission shall review the proposed use to determine the need for bicycle parking spaces. Said spaces shall be designed to permit the orderly parking of said bicycles and permit them to be secured. These parking areas shall be so located as to prevent the disruption of on-site and off-site pedestrian and automobile traffic flow.
 - e. Any part of the lot occupied by such use shall not be located within 300 feet of any residential district or within 500 feet of the property line of any public, parochial or private school.
 - f. Locations for any such establishment shall be confined to major thoroughfares as defined in the future land use plan. Access from a street other than a major thoroughfare shall be prohibited.
- (25) Drive-through restaurants or drive-through facilities, accessory to any principal permitted use in the ARC District, subject to the provision of a separate stacking lane designed to accommodate the minimum number of stacking spaces required under section 78-163(a)(11) Table of Parking Requirements. Required stacking shall be positioned in such a manner that stacking will not interfere with vehicular traffic on site, on the adjacent roadway, or entering or leaving the site and the stacking lane shall be striped or otherwise delineated on site. Adequate maneuvering room shall be provided to allow vehicles to by-pass or leave the stacking lane as determined by the planning commission. No eating shall be permitted while on site and in a parked vehicle. A sufficient number of outdoor litter receptacles shall be provided to prevent blowing paper and other material moving off site onto surrounding properties. The drive-through service speaker location and/or amplification shall not cause noise that is audible from adjacent residences.
- (26) Limited uses of a wholesale, warehousing or light industrial nature, subject to the following conditions:
- a. General conditions:
 - 1. External physical effects shall be restricted, so as to protect nearby uses from hazards, noise, and other radiated disturbances.

2. Such uses shall be located only in the general vicinity of the railroad tracks, described as east of the Plymouth City Hall site to the westerly boundary of the railroad right-of-way on the north side of Ann Arbor Road, and east of General Drive to the westerly boundary of Arbor Village Subdivision on the south side of Ann Arbor Road.
 3. Each use shall be conducted within a completely enclosed building.
- b. Uses permitted under this classification shall be as follows, and shall be further subject to the specific standards listed:
1. Wholesale and warehousing businesses, storage buildings, resale shops, commercial laundries, cleaning establishments and frozen food lockers.
 2. The manufacture, assembly, compounding, processing, packaging, treatment or testing of such products as bakery goods, candy, soap (cold mix only), cosmetics, pharmaceutical, toiletries, dairy and food products, hardware and cutlery; tool, die, gauge and machine shops. The manufacturing, processing and assembling from basic raw materials shall be prohibited.
 3. The manufacture, assembly, compounding, processing, packaging, treatment or testing of articles of merchandise from the following previously prepared materials which have been manufactured elsewhere: bone, cellophane, canvas, cloth, cork, feathers, felt, fiber, fur, glass, hair, horn, leather, paper, plastic, precious or semi-precious metals, or stones, sheet metal (excluding large stampings such as automobile body panels), ferrous and non-ferrous metals (excluding large casting and fabrications), shell, textiles, tobacco, wax, wire, yarn, wood (excluding saw and planting mills) and paint (not employing boiling process).
 4. Research, testing, laboratory and office uses related to permitted industrial operations.
 5. The manufacture of pottery and figurines or other similar ceramic products using only previously pulverized clay and kilns fired only by electricity or gas.
 6. Manufacture of musical instruments, toys, novelties and metal or rubber or other small molded rubber products (not including pneumatic tires).
 7. Manufacture or assembly of electrical appliances, electronic instruments and devices, radios and phonographs.
 8. Laboratories—Experimental, film, or testing.
 9. Communication facilities with buildings, public utility buildings, telephone exchange buildings, electric transformer stations and substations and gas regulator stations, communication and relay stations without outdoor storage subject to the following:

A front yard setback of not less than fifty (50) feet shall be provided (irrespective of the yard requirements of the district) and two side yards and a rear yard shall be provided; each of which shall not be less than twenty-five (25) feet in width.
 10. Research and industrial parks subject to the following:
 - (i) The research and industrial park shall be platted as an industrial subdivision.
 - (ii) All permitted uses allowed under subsection 78-161(c)(26)b.1.—9. shall be allowed in an approved research and industrial park without separate special land use approval.
 - (iii) The industrial park shall meet the following area, lot and yard requirements:

Minimum Lot Area	20,000 sq. ft.
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Minimum Lot Frontage	100 ft.
Front Yard Depth	40 ft.
Side Yard Width, Each	25 ft.
Side Yard Adjacent to Residential	50 ft.
Side Yard Adjacent to a Street	40 ft.
Rear Yard	40 ft.
Rear Yard Adjacent to Residential	50 ft.
Maximum Height	35 ft.*
Maximum Percent Lot Coverage	50%

* The height of a building may be increased one (1) foot for each one (1) foot by which its setback is in excess of the required yard setbacks, up to a maximum height of forty-five (45) feet.

(iv) All setback areas shall be landscaped with lawns, trees, shrubs, and/or other plantings, and may include reflecting pools, retaining walls and other landscape construction harmonious with the overall landscape scheme. Parking and loading areas may be located in side and rear setback areas but shall be prohibited from the front yard setback. Parking and loading areas shall be screened in compliance with this article.

11. Accessory structures and uses customarily incidental to the above permitted uses, excluding outdoor storage.

(27) 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.

(d) *Development requirements.*

(1) *Required conditions.* Unless otherwise noted, buildings and uses in the ARC Ann Arbor Road Corridor District shall comply with the following requirements:

- a. The following requirements shall apply to all businesses and uses except for permitted limited wholesale, warehouse and light industrial uses:
 1. All such businesses shall be retail or service establishments dealing directly with consumers. Manufacturing of products for wholesale distribution off of the premises is not permitted.
 - ~~2. All goods produced and services performed on the premises shall be sold at retail on the premises where produced.~~
- b. All business, servicing, or processing, shall be conducted entirely within a completely enclosed building except where specifically permitted by this article.
- c. There shall be no outside storage of goods, inventory, or equipment unless otherwise permitted by this article.

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- d. Commercially used or licensed vehicles used in the normal operation of a permitted retail or service use on the site shall be parked in non-required parking spaces and the rear only. Such vehicles shall not be parked in a manner to be used as an advertisement and shall be screened from view off-site. This provision shall also apply to operable vehicles that are moved on and off of the site on a regular basis.
 - e. Development in the ARC District shall comply with the access and service road requirements in section 78-164.
 - f. All exterior walls of every building hereafter erected, extended or whose exterior is structurally altered, which faces a street or which is adjacent to property zoned or used as residential shall be designed, treated and finished in a uniform manner consistent with the exterior of the front of the building. Such buildings which are erected, extended or structurally altered, shall be designed to compliment the Ann Arbor Road streetscape through means which include but are not limited to use of brick, stone, black wrought iron accents, peaked roof elements, building architectural detail to enhance door and window openings, and other elements approved by the planning commission.
 - g. Compliance with the environmental performance standards of this chapter is required for all uses.
 - h. All yard and open space areas in the ARC District shall be graded in a manner which shall avoid the ponding of stormwater unless said conditions have been designed to occur as part of a storm detention plan which has been approved by the municipality and such grading shall comply with the engineering design standards for the municipality prior to issuance of a permit.
 - i. All structures shall be readily accessible by fire and emergency vehicles and shall comply with the city's fire prevention ordinance.
 - j. Sidewalks shall be provided along all public street frontage and within the interior of the project boundaries. Interior walks shall be a minimum four feet in width except where such walk directly abuts a parking area. In cases where sidewalks abut a parking area, the minimum width required shall be six feet. Sidewalks located along public streets shall be five feet in width. All sidewalks both exterior and interior shall conform to the standards as established by the city.
 - k. The method of trash pick up shall be presented to the planning commission for approval. If dumpsters are proposed they shall be screened in a manner acceptable to the planning commission.
 - l. All fencing and/or screening walls required and approved by the planning commission as part of special land use approval and/or site plan approval shall be permitted.
 - m. Protective or security fencing shall be considered a structure enclosing a piece of land or separating contiguous land either in whole or part, serving the purpose of preventing intrusion onto or across a lot of record or any parcel or tract of unplatted land from without or straying from within. The following shall govern the height, location and placement of protective or security fencing:
 - 1. *Permit required.* In the ARC District, it shall be unlawful for any person to build, repair or relocate a protective or security fence without first having secured a fence permit therefore from the building department.
 - 2. *Maximum height.* The maximum height of a protective or security fence shall be four (4) feet, except as otherwise provided herein. For uses subject to special approval, the planning commission may permit protective or security fencing not to exceed six (6) feet in height.

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3. *Material.* Fences shall not be constructed of old or used material unless such material shall be reasonably sound in the judgment of the building department. Fences shall not be made of or contain barbed wire, electric current or charges of electricity or sharp or pointed projections of any kind; provided if such fence is constructed of pickets, the pickets shall be made of not less than one-inch by three-inch material and shall have an angle at the top of not less than 90 degrees. The fence shall comply with the requirements of the building code. Cyclone fencing or cyclone fencing with plastic or other types of strips intertwined or otherwise attached to the fence shall be prohibited.
 4. *Placement.* No fence shall be built closer to the street than the front setback line applicable to the premises pursuant to Section 78-162, provided however, that no fence shall be built closer to the street than the established front building line along said street or in front of the building closest to the street on the fenced premise.
- n. Exterior lighting shall be subject to the requirements of section 78-204, exterior lighting.
- (2) *Site plan review.* Site plan review and approval is required for all uses in accordance with the requirements of Article XX, Site Plan Review.
- (3) *Other development requirements.*
- a. Unless specifically modified by this article, all uses shall comply with all standards and requirements of this chapter.
 - b. Off-street parking for all uses shall be as specified in section 78-163.
 - c. Off-street loading and unloading shall be as specified in section 78-163.
 - d. Screening and land use buffers for all uses shall be as specified in section 78-206.
 - e. Signs for all uses shall be as specified in section 78-206.

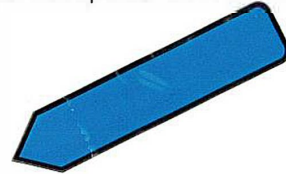
(Ord. of 6-7-04; Ord. No. 2013-04, § 5, 10-7-13)

Commissioner Horstman expressed concern that the amendment specified the number of animals but not the size of the space required. She suggested adding language about space requirements per animal or referencing state regulations. Director Bolhuis noted there are state and county laws that would further restrict space requirements.

The commission discussed adding a condition requiring applicants to specify animal occupancy as part of site plan review.

Motion by Commissioner Funk, seconded by Commissioner Scott, to recommend approval of the amendment to the city commission with the amendment that as part of special land use review, any application will assess the number of animals being housed.

There was a voice vote.
The motion carried unanimously.



c. Amendment to Zoning Ordinance 78-161 ARC, Ann Arbor Road Corridor District

Director Bolhuis explained that the Planning Commission previously discussed the outdoor play space special land use condition for childcare in the Ann Arbor Road Corridor. The proposed amendment would eliminate the requirement to provide 500 square feet of outdoor space per child while retaining the minimum outdoor play space of 3,000 square feet.

She also noted a second amendment to eliminate the requirement that goods and services be sold at retail on the premises, as suggested in the 2023 zoning audit, since it may prohibit e-commerce and online sales.

Vice-Chair Medaugh opened the public hearing at 8:23 PM.

Pete Mundt, 643 N Harvey, asked for clarification that the change would align the language between the township and city while still adhering to state law regarding space requirements for children. Director Bolhuis confirmed this was correct.

Vice-Chair Medaugh closed the public hearing at 8:24 PM.

During discussion, Director Bolhuis noted that the state of Michigan's minimum requirement for outdoor play space is 1,200 square feet, so the city's 3,000 square foot requirement is more than double the state minimum.

Commissioner Schroeder expressed support for the changes, noting that the current requirements are excessive compared to existing childcare facilities in Plymouth.

Motion by Commissioner Funk, seconded by Commissioner Horstman, to recommend to the city commission for approval amendment 78-161 for ARC as written.

There was a voice vote.
The motion carried unanimously.

d. Amendment to Zoning Ordinance 78-408 Jurisdiction and 78-409 Exceptions

Director Bolhuis requested to withdraw this item from consideration after hearing comments from the Zoning Board of Appeals chair and further discussion at the table. She indicated that clarification was still needed regarding whether it is legally allowed to give the Zoning Board of Appeals permission to consider special land use conditions.

RESOLUTION

The following Resolution was offered by Commissioner _____ and seconded by Commissioner _____.

- WHEREAS The Planning Commission of the City of Plymouth reviewed the proposed zoning ordinance text which updates the regulations for outdoor play space in the ARC, Ann Arbor Road Corridor District, and
- WHEREAS The text amendment is under consideration by Plymouth Township, and
- WHEREAS The Planning Commission held a public hearing on August 13, 2025 to receive public comment about the text amendment, and
- WHEREAS At the conclusion of the public hearing, the Planning Commission approved the text amendment and recommended review and approval by the City Commission, and
- WHEREAS The City Commission has completed a first reading of the proposed language.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby approve the amendments to the ARC, Ann Arbor Road Corridor District.

NOW THEREFORE BE IT FURTHER RESOLVED THAT the City Commission will hold a second reading of the proposed text amendments after review and approval by the Plymouth Township Planning Commission.



Administrative Recommendation

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

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

To: Mayor & City Commission
From: Paul J. Sincock, City Manager
CC: S:\Manager\Sincock Files\Memorandum - Final Payment to Sidewalk Contractor 2024 - Major Construction - 11-18-24.docx
Date: September 10, 2025
RE: Final Payment to Contractor for North Territorial Rd Non-Motorized Pathway Project

Background

City Commission policy requires that we seek final payment approval for major infrastructure projects. As the Commission may be aware, a few years ago the city completed a non-motorized pathway (sidewalk) program along North Territorial Road along the south side of New England Village subdivision. Our pathway connected to a pathway that Plymouth Township created. The completion of the two municipal projects results in pedestrian and bicycle traffic being able to go from the City out North Territorial Road to several large properties short of Beck Road. Work on this project was completed nearly three years ago, and we have been holding a retainer of \$10,523.20 pending final inspection by Wayne County. The pathway is in Wayne County Right of Way.

However, after nearly three years and multiple calls to the County for inspection, it still has not taken place. The Project was inspected by Wade Trim and built to the County's specifications. There is really no need for the city to continue to hold money that rightfully belongs to the contractor.

The City Commission previously awarded a unit-based contract based on bids to Pro-Line Paving in the amount of \$119,425. The total cost based on units used was \$105,232. The final payment is to Pro-Line in the amount of \$10,523.20, and all amounts have been verified by the Department of Municipal Services staff.

RECOMMENDATION:

The City Administration recommends that the City Commission authorize final payment to Pro-Line Paving Group in the amount of \$10,523.20.

We have attached a proposed Resolution for the City Commission to consider regarding this matter. Should you have any questions regarding this matter please feel free to contact me in advance of the meeting.

Sincock, Paul

From: Keough, Shawn <SKEOUGH@WadeTrim.com>
Sent: Tuesday, September 9, 2025 7:10 AM
To: Sincock, Paul; Porman, Chris
Subject: RE: North Territorial Non-motorized Pathway project - final payment recommendation to Proline Asphalt

Hello again,

Quick follow-up....please let me know if you want me to provide a summary letter for the Commission packet. I didn't draft one, but I am certainly willing to if you need one.

Shawn

From: Keough, Shawn
Sent: Tuesday, September 9, 2025 7:02 AM
To: Sincock, Paul <psincock@plymouthmi.gov>; Porman, Chris <cporman@plymouthmi.gov>
Subject: North Territorial Non-motorized Pathway project - final payment recommendation to Proline Asphalt

Good morning Paul and Chris,

I have all the paperwork ready for a final approval by the City Commission for the North Territorial Non-motorized pathway project. Is there any chance that you can get this on the September 15th agenda for approval?

Essentially, the amount due is simply the 10% retention that we were holding in hopes that Wayne County would issue a final approval letter, but after nearly 3 years, I think we should pay the contractor.

Attached is the final pay estimate and change order (both signed by Proline), along with their Sworn Statement and Waivers of Lien for this project only.

Please let me know if you have any questions.

Thank you,

Shawn



Shawn W. Keough, PE, Director of Client Services - Community Design
25251 Northline Road, Taylor, Michigan 48130
734.947.9700 office
313.363.1434 cell



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Contractor's Application for Payment

Certificate for Payment No. 2-Final

Owner: City of Plymouth
201 South Main Street
Plymouth, MI 48170

Contractor: Pro-Line Asphalt Paving Corp
11797 29 Mile Road
Washington, MI 48095

Job No. PLY2127-04T

Project: North Territorial Pathway

Date: Mar. 11, 2025

Substantial Completion Date: Nov. 15, 2024

Extended To: Nov. 15, 2024

Final Completion Date: Nov. 15, 2024

Extended To: Nov. 15, 2024

Period Start Date: Nov. 4, 2024

Period End Date: Nov. 4, 2024

CONTRACTOR'S CERTIFICATION

The undersigned CONTRACTOR certifies that to the best of his knowledge, information and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by him for Work for which previous Certificates for Payment were issued and payments received from the OWNER, and that current payment shown herein is now due.

CONTRACTOR'S DECLARATION

I hereby declare that I have not, during the period covered by this Application, performed any work, furnished any material, sustained any loss, damage or delay for any reason, including soil conditions encountered or created, or otherwise done anything for which I shall ask, demand, sue for, or claim compensation from the OWNER, or its agents, and the owner's ENGINEER, or its agents, in addition to the regular items set forth in the Contract as dated above executed between myself and the OWNER, and in the Change Orders for Work issued by the OWNER in writing as provided thereunder, except as I hereby make claim for additional compensation and/or extension of time, as set forth on the itemized statement attached hereto.

Contract Overview	
Original Contract Amount :	\$ 119,425.00
Total Change Order Amount :	\$ (14,193.00)
Current Contract Price :	\$ 105,232.00
Remaining Contract Balance :	\$ -
Payment Certificate Information	
Total Amount Earned :	\$ 105,232.00
Less Previous Certificates :	\$ (94,708.80)
Less Retention Amount :	\$ -
Less Inspector Days :	\$ -
Total Balance Due This Certificate:	\$ 10,523.20

Ben Jones

Printed Name

8/18/25

Date

Signature

Date



DO NOT PAY FROM THIS DOCUMENT

Contract Change Order 2-Final

Date: Mar. 11, 2025

Owner: City of Plymouth
201 South Main Street
Plymouth, MI 48170

Extension of Time

Substantial Completion Date:	<u>Nov. 15, 2024</u>
Number of Days Added:	0
Extended To:	<u>Nov. 15, 2024</u>
Final Completion Date:	<u>Nov. 15, 2024</u>
Number of Days Added:	0
Extended To:	<u>Nov. 15, 2024</u>

Contractor: Pro-Line Asphlat Paving Corp
11797 29 Mile Road
Washington, MI 48095

Job No. PLY2127-04T

Project: North Territorial Pathway

THIS CHANGE ORDER CONSTITUTES FULL MUTUAL ACCORD AND SATISFACTION FOR ALL TIME AND COSTS RELATED TO THIS CHANGE. BY ACCEPTANCE OF THIS CHANGE ORDER, THE CONTRACTOR HEREBY AGREES THAT THIS CHANGE REPRESENTS AN EQUITABLE ADJUSTMENT TO THE CONTRACT AND FURTHER AGREES TO WAIVE ANY FURTHER CLAIMS OR CHANGES ARISING OUT OF, OR AS A RESULT OF, THIS CHANGE, OR THE ACCUMULATION OF CHANGES AS RELATED TO THIS SUBJECT.

Change Order Overview	
Contract Amount:	\$ 119,425.00
Total Change Order Amount(_1_ to _2_):	\$ (14,193.00)
Current Contract Price:	\$ 105,232.00
Total Amount Previous Change Orders:	\$ 15,466.60
Total Amount This Change Order:	\$ (29,659.60)
Net Change to Contract:	-11.88%

"APPROVALS REQUIRED"

THIS CONTRACT CHANGE ORDER, WHEN APPROVED, WILL CONSTITUTE AUTHORIZATION FOR THE FOLLOWING CHANGE IN PLAN TO BE CONSTRUCTED IN ACCORDANCE WITH ALL PROVISIONS OF THIS CONTRACT, INCLUDING THE FURNISHING OF THE NECESSARY BONDS AND INSURANCE.

Prepared By: John W Hopp
Construction Department: Wade Trim Associates

Digitally signed by John W Hopp
DN: cn=US, email=j.hopp@wadetrim.com, o=Wade Trim,
ou=Construction Engineer, cn=John W Hopp
Date: 2025.03.11 11:14:53-0400

Recommended By: Shawn Keough
Engineer: Wade Trim Associates

Digitally signed by Shawn Keough
Date: 2025.07.30 10:07:04 -04'00'

Accepted By: [Signature]
Contractor: Pro-Line Asphlat Paving Corp

Approved By: _____
Owner: City of Plymouth

Date

Date

8/18/25
Date

Date

**Section 00 6520
Sworn Statement**

STATE OF MICHIGAN

COUNTY OF Macomb

That Matthew Jones being duly sworn, deposes and says:
 That Pro-Line Asphalt is the (CONTRACTOR)(subcontractor) for an
 improvement to the following described real property situated
 in Wayne County, Michigan described as follows:
North Territorial Non Motorized Pathway in Plymouth

(Insert legal description of property)

That the following is a statement of each Subcontractor and Supplier and laborer, for which the payment of wages or fringe benefits and withholdings is due but unpaid, with whom the (CONTRACTOR)(Subcontractor) has (contracted) (subcontracted) for performance under the contract with the OWNER or lessee thereof, and that the amounts due to the persons as of the date hereof are correctly and fully set forth opposite their names, as follows:

Name of Subcontractor, Supplier, or Laborer	Type of Improvement Furnished	Total Contract Price	Amount Already Paid	Amount Currently Owing	Balance to Complete (optional)	Amount of Laborer Wages Due but Unpaid	Amount of laborer fringe benefits and withholdings due but unpaid
<u>4M + Sons</u>	<u>Concrete</u>	<u>20,850</u>	<u>20,850</u>	<u>0</u>		<u>0</u>	<u>0</u>
<u>Old Village</u>	<u>restoration</u>	<u>4,000</u>	<u>4,000</u>	<u>0</u>		<u>0</u>	<u>0</u>
TOTALS:							


(Some columns are not applicable to all persons listed)

(Continued)

That the CONTRACTOR has not procured material from, or subcontracted with, any person other than those set forth on the reverse side and owes no money for the improvement other than the sums set forth on the reverse side.

Deponent further says that he or she makes the foregoing statement as the (CONTRACTOR) (Subcontractor) or as _____ of the (CONTRACTOR) (Subcontractor) for the purpose of representing to the OWNER or lessee of the described on the reverse side premises and his or her agents that the property described on the reverse side is free from claims of construction liens, or the possibility of construction liens, except as specifically set forth on the reverse side and except for claims of construction liens by laborers which may be provided pursuant to section 109 of the construction lien act, Act No. 497 of the Public Acts of 1980, as amended, being section 570.1109 of the Michigan Compiled Laws.

WARNING TO OWNER: AN OWNER OR LESSEE OF THE PROPERTY DESCRIBED ON THE REVERSE SIDE MAY NOT RELY ON THIS SWORN STATEMENT TO AVOID THE CLAIM OF A SUBCONTRACTOR, SUPPLIER, OR LABORER WHO HAS PROVIDED A NOTICE OF FURNISHING OR A LABORER WHO MAY PROVIDE A NOTICE OF FURNISHING PURSUANT TO SECTION 109 OF THE CONSTRUCTION LIEN ACT TO THE DESIGNEE OR TO THE OWNER OR LESSEE IF THE DESIGNEE IS NOT NAMED OR HAS DIED.



(Deponent)

WARNING TO DEPONENT: A PERSON, WHO WITH INTENT TO DEFRAUD, GIVES A FALSE SWORN STATEMENT IS SUBJECT TO CRIMINAL PENALTIES AS PROVIDED IN SECTION 110 OF THE CONSTRUCTION LIEN ACT, ACT NO. 497 OF THE PUBLIC ACTS OF 1980, AS AMENDED, BEING SECTION 570.1110 OF THE MICHIGAN COMPILED LAWS.

Subscribed and sworn to before me this 27TH day of AUGUST, 2025.



Notary Public
ST. CLAIR
County
My Commission Expires 3/18/2032



INSTRUCTIONS

1. A Sworn Statement in the preceding form must be provided before any CONTRACTOR or Subcontractor can file a Complaint, Cross-Claim, or Counter-Claim to enforce a construction lien.
2. An OWNER or lessee may withhold payment to a CONTRACTOR or Subcontractor who has not provided a Sworn Statement. An OWNER or lessee may withhold from a CONTRACTOR or Subcontractor who has provided a Sworn Statement the amount sufficient to pay all sums shown on the statement as owing Subcontractors, Suppliers, and laborers, or the amount shown to be due to lien claimants who have provided Notices of Furnishing pursuant to the Construction Lien Act of 1980.
3. An OWNER or lessee may rely on a Sworn Statement to avoid a lien claim unless the lien claimant has provided the OWNER or lessee with a Notice of Furnishing pursuant to the Construction Lien Act of 1980.
4. If the contract provides for payments by the OWNER to the general contractor, if any, in the normal course of construction, but the OWNER elects to pay lien claimants directly, the first time the OWNER elects to make payment directly to a lien claimant he or she shall provide at least 5 business days' notice to the general contractor of the intention to make direct payment. Subsequent direct disbursements to lien claimants need not be preceded by the 5-day notice provided in this section unless the OWNER first returns to the practice of paying all sums to the general contractor.



PRO-LINE ASPHALT

FULL UNCONDITIONAL WAIVER

(Printed under the authority of the Construction Lien Act, PA 497 of 1980, as amended)

My/our contract with **Pro-Line Asphalt Paving Corp.** to provide:

for the improvement of the property described as:

**PLYM-22-019
N Territorial Hwy**

has been fully paid and satisfied, my/our construction lien rights against such property,
the owner, engineer or **Pro-Line Asphalt Paving Corp.**, are hereby waived and released.

Old Village



Signature of lien claimant

President

Title:

Daniel Schacht

Print Name

Signed on *8-25-2025*

Date

DO NOT SIGN BLANK OR INCOMPLETE FORMS, RETAIN A COPY



FULL UNCONDITIONAL WAIVER

(Printed under the authority of the Construction Lien Act, PA 497 of 1980, as amended)

My/our contract with **Pro-Line Asphalt Paving Corp.** to provide:

concrete

for the improvement of the property described as:

**PLYM-22-019
N Territorial Hwy**

has been fully paid and satisfied, my/our construction lien rights against such property, the owner, engineer or **Pro-Line Asphalt Paving Corp.**, are hereby waived and released.

GME SONS


Signature of lien claimant

Title

Print Name

Signed on 08/05/2025
Date

DO NOT SIGN BLANK OR INCOMPLETE FORMS, RETAIN A COPY

RESOLUTION

The following Resolution was offered by Comm. _____ and seconded by Comm. _____.

WHEREAS The City of Plymouth did construct a non-motorized pathway along North Territorial Road to protect the public health, safety, welfare, and provide for the public good, and

WHEREAS The contractor did meet all requirements of the bid documents and has completed Their work, and

WHEREAS The City Commission requires that they approve final payment to contractors For infrastructure projects.

NOW THEREFORE BE IT RESOLVED THAT the City of Plymouth City Commission does hereby authorize final payment in the amount of \$10,253.20. Payment shall be made to Pro-Line Paving Corporation of Washington, Michigan for the non-motorized North Territorial Pathway Project.