



Plymouth Planning Commission
Regular Meeting Minutes
Wednesday, August 13, 2025 - 7:00 p.m.
Plymouth City Hall 201 S. Main
Plymouth, Michigan 48170

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

www.plymouthmi.gov
734-453-1234

1. CALL TO ORDER

Vice Chair Kyle Medaugh called the meeting to order at 7:01 p.m.

Present: Vice Chair Kyle Medaugh, Commissioners Joe Hawthorne, Marni Schroeder, Trish Horstman (arrived at 7:03 p.m.), Katie Rossie, Dave Scott, Zach Funk

Excused: Commissioner Sidney Filippis and Chair Hollie Saraswat

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

2. CITIZENS COMMENTS

There were no citizens comments.

3. APPROVAL OF MEETING MINUTES

Hawthorne moved to approve the minutes of the July 17, 2025 meeting as written. Funk seconded.
Vice-Chair Medaugh abstained.
The motion carried.

4. APPROVAL OF THE AGENDA

Hawthorne made a motion to approve the agenda as written for the August 13, 2025 meeting. Schroeder seconded.
The motion carried unanimously.

5. COMMISSION COMMENTS

Commissioner Horstman apologized for arriving late.

6. PUBLIC HEARINGS

a. Review Finalized Master Plan

Vice-Chair Medaugh outlined the city's master plan update, noting the state law mandating a review every 5 years for necessary updates. The existing plan, adopted on September 17, 2018, initiated its review on March 8, 2023. The commission opted for revisions instead of a full replacement.

Vice-Chair Medaugh noted that subcommittees conducted work for nearly two years on public engagement and future land use. The Planning Commission unanimously recommended the draft master plan to the City Commission on March 19, 2025. The City Commission subsequently passed Resolution 2025-25 on April 7, 2025, to release the draft for a 63-day review and Resolution 2025-36 on May 5, 2025, to assert its right to approve or reject the master plan as the final adoption step.

Planning & Community Development Director Bolhuis detailed the changes made to the future land use

map and designations, including:

- Combining low and medium density single-family residential
- Combining low and medium density multifamily residential
- Combining office into local business
- Combining low and high density mixed use into a single designation
- Eliminating the institutional designation and changing applicable properties to parks and open space, mixed use, local business, central business, and multifamily as appropriate
- Designating public schools as multifamily neighborhoods
- Redesignating existing large industrial sites on Junction as industrial
- Designating religious institutions as multifamily

Director Bolhuis explained that the public engagement subcommittee held three in-person engagement sessions and received community feedback at various meetings. She noted that since April 2025, several changes were made to the draft, including clarification that the master plan is a visionary document, not law, and removal of language discussing the rezoning process.

Vice-Chair Medaugh opened the public hearing at 7:13 PM.

Michael Gladchun, 1000 West Ann Arbor Trail, voiced concern about the proposed master plan's future land use changes.

Scott Lorenz, 1310 Maple Street, opposed the change of the Lutheran Church, Christian Science Church, and Catholic Church properties to multi-family residential.

David Pierce, 1147 West Ann Arbor Trail, advised against upzoning properties along the creek.

Mary Gladchun, 1000 West Ann Arbor Trail, discussed the difference between zoning rules and the master plan.

Ron Picard, 1373 Sheridan, stated that the current level of multi-family units is appropriate and increasing it does not align with residents' preferences.

Ellen Elliott, 404 Irvin, advocated for keeping the aforementioned parcels designated as single family.

Vice-Chair Medaugh closed the public hearing at 7:24 PM.

During board discussion, Commissioner Hawthorne expressed concern about changing the church properties to multi-family, noting that public input indicated residents weren't looking for more townhomes but rather affordable first-time homebuyer opportunities. He favored keeping the properties designated as single-family.

Commissioner Horstman agreed with maintaining single-family and felt that the PUD process gave Planning Commission an option for a multi-family development.

Commissioner Funk clarified that some of the properties in question were already designated as multi-family in the current future land use map and changing them to single family would actually be "down-zoning" them.

Planning Consultant Elmiger explained the relationship between the master plan and zoning, noting that rezoning is supposed to comply with the master plan, and a master plan amendment would be required before rezoning could occur if it wasn't consistent.

Commissioner Hawthorne preferred to keep the Lutheran Church and OLGC properties designated single family. Commissioner Scott agreed.

Commissioner Funk explained the sub-committee's rationale was that if those properties stayed single family the options would be staying as a church/school or demolish the entire site whereas if they became multi-family there may be opportunities for a different type of redevelopment.

Commissioner Schroeder expressed concern about continuing to rely on survey data from September 2023, noting that the city needs more multi-family housing to provide entry-level opportunities. She suggested that if the properties remain single family, they would likely be developed as expensive "mega houses" if sold.

Commissioner Rossie noted that these lots are particularly important in a built-out city, which might warrant postponement.

Planning Consultant Elmiger suggested providing additional information about potential development scenarios and housing styles for the properties in question to help inform the commission's decision.

After discussion, the commission decided to postpone action on the master plan to gather more information.

Motion by Commissioner Hawthorne, seconded by Scott, to postpone action on the review of the finalized master plan until September's meeting with a request to city administration to provide details of possible density scenarios of single and multi-family for further explanation and discussion.

There was a voice vote.
The motion carried unanimously.

b. Amendment to Zoning Ordinance 78-123 I-1, Light Industrial District

Director Bolhuis explained that the city attorney affirmed that Plymouth's zoning ordinance does not allow for special land use conditions to be eligible for a variance request. The city has received two special land use applications unable to meet conditions outlined in the ordinance.

She explained that pet daycare was identified in the 2023 zoning audit as a modern land use the city's ordinances could allow. The closest current use is a commercial kennel, which is a special land use in I-1 light industrial districts. The proposed amendment would limit the maximum number of dogs to 100, restrict outdoor areas to be set back from residential properties, require a 6-foot privacy fence, and prohibit outdoor areas in required setbacks.

Vice-Chair Medaugh opened the public hearing at 8:04 PM.

Joe Elliott, 404 Irvin Street, identified himself as chair of the Zoning Board of Appeals. He supported the two special land use changes being discussed but opposed granting the ZBA authority to allow special land use variances.

Representatives from Happy Hounds Daycare & Boarding stated they were seeking the amendment to modernize the ordinance to allow them to operate at a new location on Goldsmith. They noted they have operated on Main Street for 21 years without issues.

Vice-Chair Medaugh closed the public hearing at 8:08 PM.

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.

Director Bolhuis withdrew the item.

7. OLD BUSINESS

There was no old business.

8. NEW BUSINESS

There was no new business.

9. REPORTS AND CORRESPONDENCE

Vice-Chair Medaugh provided an update on the Zoning Audit Sub-committee, noting they are making good progress on addressing short-term items identified in the audit. He indicated they plan to bring forward some proposed changes soon.

Commissioners Funk briefly discussed the MSHDA Grant Sub-committee's work, which is looking at design guidelines and housing types that could fit the character of Plymouth neighborhoods.

City Commissioner Minton asked for clarification on the condition added to the light industrial district amendment. Vice-Chair Medaugh explained it requires applicants to specify animal occupancy as part of the site plan review. Minton also complimented the Planning Commission on their public outreach efforts for the master plan.

10. ADJOURNMENT

Hawthorne made a motion to adjourn. Schroeder seconded.

There was a voice vote.

The motion carried unanimously.

The meeting was adjourned at 8:49 p.m.