



Plymouth Planning Commission

Regular Meeting Minutes

Wednesday, December 10, 2025 - 7:00 p.m.

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

www.plymouthmi.gov
734-453-1234

1. CALL TO ORDER

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

Present: Chair Hollie Saraswat, Commissioners Joe Hawthorne, Marni Schroeder, Trish Horstman, Zach Funk, Sidney Filippis, and Katie Rossie

Excused: Vice Chair Kyle Medaugh, Commissioner Dave Scott

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

2. CITIZENS COMMENTS

Two citizens, Scott Lorenz (1310 Maple) and Elizabeth Volaric (216 N Holbrook), raised concerns about the zoning ordinance amendments. They noted the limited time provided for public review and suggested pausing the process for better public engagement.

3. APPROVAL OF MEETING MINUTES

Schroeder moved to approve the minutes of the November 12, 2025 meeting as written. Filippis seconded. The motion carried unanimously.

4. APPROVAL OF THE AGENDA

Schroeder made a motion to approve the agenda as written for the December 10, 2025 meeting. Horstman seconded.

The motion carried unanimously.

5. COMMISSION COMMENTS

Horstman invited everyone to visit Old Village on Sunday from 1-3 PM for a free Santa event at Starkweather Park.

Schroeder clarified that the zoning ordinance sub-committee had been meeting since June, with meetings open to the public. She explained they intentionally divided the work into smaller batches for better transparency and noted that the updates were discussed at the November meeting.

Chair Saraswat expressed her hope for continued support from the new City Commission for the Planning Commission's efforts.

Filippis added that there was no intention to rush or dismiss feedback; the commission was simply trying to manage its workload efficiently.

6. PUBLIC HEARINGS

- a. Amendment to Zoning Ordinance Secs. 78-281, 78-377, 78-406, 78-42, 78-52, 78-181, 78-111, 78-91, 78-101, 78-182, and 78-21.

Planning Director Bolhuis provided historical context on the zoning audit project, which began in 2022 at the City Commission's directive. The audit identified inconsistencies and outdated language within the ordinance, resulting in 26 recommended changes to be implemented in batches. A sub-committee of four

planning commissioners has been working on these items since June 2025.

Chair Saraswat opened the public hearing at 7:24 PM.

Elizabeth Volaric (216 N Holbrook) expressed concern about a particular change that might increase density and affect neighborhood compatibility.

David Pierce (1147 Ann Arbor Trail) suggested the commission should provide redlined documents showing changes and explanations of why each change was being made to improve public understanding.

Chair Saraswat closed the public hearing at 7:30 PM.

The commission discussed each proposed amendment in detail. After thorough discussion, the commission made the following considerations with the proposed actions i.e. items outlined in yellow.

Amendments for Tasks # 1, 2, 3, 6, 9, 21 (Secs. 78-281, 78-377, 78-406, 78-42, 78-52, 78-181, 78-111)

Consideration: Straightforward changes aimed at bringing the ordinance in compliance with state law and aligning language to current standards.

Action: Supported for recommendation to the City Commission.

Amendment 10: Inclusion of e-commerce in Commercial Districts (Secs. 78-91, 78-101, 78-182)

Consideration: The amendment highlighted the need for precise language to prevent businesses from becoming small goods factories, thus ensuring they remain compatible with retail and service business models.

Action: Tabled for further discussion in January to ensure a comprehensive understanding and address public concerns.

Amendment 20: One-story requirement for convenience stores and separation by a firewall (Sec. 78-21)

Consideration: Focused on removing regulatory language from definitions to prevent contradictions and align with the zoning ordinance.

Action: After additional discussion, supported for recommendation to the City Commission.

Motion by Schroeder, seconded by Filippis, to recommend to the City Commission **approval of amendments to zoning ordinance sections 78-281, 78-377, 78-406, 78-42, 78-52, 78-181, 78-111, 78-21 as written and discussed.**

There was a roll call vote.

YES: Horstman, Funk, Filippis, Schroeder, Rossie, Chair Saraswat

NO: Hawthorne

The motion carried.

7. OLD BUSINESS

a. Quick Zoning Ordinance Amendments

The commission also discussed four potential amendments that are set to be notified for future public hearings i.e. items outlined in blue. These discussions highlighted the commission's aim to ensure clarity and alignment of the zoning ordinance with the zoning audit findings while considering clarity and ease of use and understanding.

Amendment 7: Convert Section 78-133 to Performance Standards or Require Fire Department Sign-Off

Consideration: Streamline the section title to accurately reflect the need for fire department sign-off, thus aligning with the operational reality and providing clarity for those referencing this section.

Action: Supported for further consideration at a public hearing

Amendment 8: Update Inconsistent Terms

Consideration: Change "special use" to "special land use", "Michigan Department of Environmental Quality" or "MDEQ" to "Michigan Department of Environment, Great Lakes, and Energy" or "EGLE", and "church" to "religious institution" across sections to adhere to current language standards was highlighted. This amendment involves conducting a thorough search and replacement of outdated terms to improve comprehension and regulatory alignment.

Action: Supported for further consideration at a public hearing

Amendment 23: Consolidate Fence Regulations into a Single Section

Consideration: Create a centralized, cohesive section for all fence-related regulations to eliminate fragmentation and assist in both compliance and future amendment processes.

Action: Supported for further consideration at a public hearing

Amendment 24: Merge and Streamline Vested Rights Sections from Articles 1 and 27

Discussion: The current zoning ordinance contains vested rights guidelines in both Articles 1 and 27. Reduce redundancy and enhance the clarity of the vested rights section by consolidating them into one streamlined article.

Action: Supported for further consideration at a public hearing

8. NEW BUSINESS

a. Amendment to Zoning Ordinance Sec. 78-409

Planning & Community Development Director Bolhuis presented a proposed amendment that would allow the Zoning Board of Appeals to grant variances for special land use conditions specifically in the Ann Arbor Road Corridor District.

After discussion of the implications, the Commission decided to postpone the item to gather more information and context.

Filippis made a motion to **postpone the amendment to Zoning Ordinance Sec. 78-409** to a future meeting. Rossie seconded the motion.

There was a roll call vote.

YES: Horstman, Funk, Filippis, Schroeder, Hawthorne, Rossie, Chair Saraswat

The motion carried unanimously.

9. REPORTS AND CORRESPONDENCE

City Commissioner Minton announced this would be his last meeting as liaison to the Planning Commission. He thanked the members for their service and noted that while leadership positions had been established on the City Commission, a new liaison had not yet been determined.

10. ADJOURNMENT

Funk made a motion to adjourn. Schroeder seconded.

There was a voice vote.

The motion carried unanimously.

The meeting was adjourned at 8:30 p.m.