City of Plymouth
Zoning Board of Appeals
Regular Meeting Minutes
Thursday, February 5, 2026 - 7:00 p.m.

City of Plymouth
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Plymouth, Michigan 48170-1637

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1. CALL TO ORDER
Vice Chair Jim Burrows called the meeting to order at 7:00 p.m.

Present: Vice Chair Burrows, Members Mike Devine, Rebecca Smith, Robert Mengel, and Jeff Boyle

Also present: Planning and Community Development Director Greta Bolhuis and Community Development Coordinator Haley Hall

2. ELECTION OF OFFICERS
Director Bolhuis asked for nominations for the office of chair. Devine nominated Smith as chair of the Zoning Board of Appeals for 2026. Bolhuis asked whether there were any other nominations. There were no other nominations.

There was a roll call vote.
YES: Burrows, Devine, Smith, Mengel, and Boyle
MOTION TO ELECT CHAIR SMITH PASSED UNANIMOUSLY

Chair Smith asked for nominations for the office of vice chair. Devine nominated Burrows as vice chair of the Zoning Board of Appeals for 2026. Smith asked whether there were any other nominations. There were no other nominations.

There was a roll call vote.
YES: Burrows, Devine, Smith, Mengel, and Boyle
MOTION TO ELECT VICE CHAIR BURROWS PASSED UNANIMOUSLY

3. CITIZENS COMMENTS
There were no citizen comments.

4. APPROVAL OF THE MEETING MINUTES
Burrows offered a motion, seconded by Devine, to approve minutes of the December 4, 2025 meeting.

There was a roll call vote.
YES: Burrows, Devine, and Smith
Abstained: Boyle and Mengel
MOTION PASSED

5. APPROVAL OF THE AGENDA
Mengel offered a motion, seconded by Burrows, to approve the agenda for the February 5, 2026 meeting.

There was a roll call vote.
YES: Burrows, Devine, Smith, Mengel, and Boyle

MOTION PASSED UNANIMOUSLY

6. OLD BUSINESS
There was no old business.

7. NEW BUSINESS

a) **Z 26-01, 1426 S. Mill:** Gabriella Sharman, the applicant, is requesting a non-use variance to install an electronic changeable copy sign that is not a monument sign. The property is zoned ARC, Ann Arbor Road Corridor.

Citizen Comments
There were no citizen comments.

Board Member Discussion
Members of the VFW and VVA presented the variance request. Bob Cohen requested approval to upgrade the current sign to an updated electronic board to make it visible to the local community and promote funding events. Robert Lamoureux noted that the current sign is outdated and deteriorating, requiring replacement.

Board members determined that two variances were required: one for a digital changeable sign and another to allow a non-monument sign. Board members discussed the necessity of the digital sign for the community group, noting that the sign would help advertise various events at the venue. The Board also considered that the location was surrounded by industrial/commercial uses rather than residential properties, making the illuminated sign appropriate for the area and its rate of traffic.

Motion
Mengel offered a motion, seconded by Burrows, to approve a variance for a digital changeable copy sign.

Findings of Fact
None of the adjacent properties are zoned residential, and the VFW hosts a multitude of activities, making it important to allow flexibility in their signage.

Conditions
No video may be shown on the sign, message changes are restricted to 8 per day, lumen levels are to be reduced by 50 percent at night, and the top half of the sign will remain static.

There was a roll call vote.
YES: Mengel, Devine, Boyle, Burrows, and Smith
MOTION PASSED UNANIMOUSLY

Motion
Motion by Devine, seconded by Mengel, to approve a variance to allow the installation of a non-monument sign.

Findings of Fact
It is a high traffic area with excessive queuing in front of the property and limited visibility.

There was a roll call vote.
YES: Mengel, Devine, Boyle, Burrows, and Smith
MOTION PASSED UNANIMOUSLY

8. BOARD MEMBER COMMENTS
Devine thanked Smith and Burrows for accepting their roles as Chair and Vice Chair. The board thanked City Commissioner Joe Elliott for his service as the previous Chair. The board welcomed new ZBA member Jeff Boyle.

9. REPORTS AND CORRESPONDENCE
Director Bolhuis reminded members about the Michigan Association of Planning training at Washtenaw Community College on March 31st and introduced Coordinator Hall.

City Commissioner Elliott thanked Smith and Burrows for taking on their roles and welcomed Boyle. He also reminded members who did not attend the city attorney's "Soup Talk" presentation are required to watch the video and take a quiz.

10. ADJOURNMENT
Burrows offered a motion, seconded by Boyle, to adjourn the meeting at 7:22 p.m.

There was a roll call vote.
YES: Mengel, Devine, Boyle, Burrows, and Smith
MOTION PASSED UNANIMOUSLY