



Plymouth City Commission Regular Meeting Agenda

Monday, March 2, 2026 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: Mar 2 <https://us02web.zoom.us/j/86847280317>

Passcode:370067 Webinar ID: 868 4728 0317

1. CALL TO ORDER

- a. Pledge of Allegiance
- b. Roll Call
- c. Proclamations

2. APPROVAL OF MINUTES

- a. February 17, 2026 City Commission Regular Meeting Minutes
- b. February 25, 2026 City Commission/DDA Joint Meeting Minutes for DTP Forward

3. APPROVAL OF THE AGENDA

4. ENACTMENT OF THE CONSENT AGENDA

Unless moved to be placed as a separate item on the agenda, items on the Consent Agenda will be approved by one motion as Agenda Item #4.

- a. Special Event: Good Morning USA, Parade – America 250 – July 4, 2026
- b. Special Event: Art in the Park – Fri-Sun, 7/10, 7/11, 7/12, 2026

5. CITIZEN COMMENTS

This section of the agenda allows up to 3 minutes for public comments to present information for items not on the current 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.

6. COMMISSION COMMENTS

7. OLD BUSINESS

- a. Zoning Ordinance Amendments – 2nd Batch - Second Reading

8. NEW BUSINESS

- a. Zoning Ordinance Amendments – 3rd Batch - First Reading
- b. Soccer Equipment Bid Award
- c. Plymouth Community Policing Partnership – MOU
- d. Authorization to Hire PD
- e. Emergency Warning Signal Maintenance Agreement
- f. Resolution of Support – Community Project Funding

9. REPORTS AND CORRESPONDENCE

- a. 2025 Planning Commission Annual Report
- b. Liaison Reports
- c. Appointments

10. ADJOURNMENT

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 accommodation. 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 *Marleta Barr has proudly and faithfully served the City of Plymouth as the full-time Office Manager in the Community Development Department for twenty-four (24) years; and*

WHEREAS *during her many years of service, Marleta has been a steady, welcoming, and knowledgeable presence in the Community Development Department, earning the respect and appreciation of residents, contractors, and coworkers alike; and*

WHEREAS *Marleta's exceptional organizational skills, attention to detail, and deep understanding of departmental processes have been essential to the smooth operation of the Community Development Department and the delivery of quality public service; and*

WHEREAS *Marleta has consistently approached her work with kindness, empathy, and professionalism, often going above and beyond to help others and ensure that everyone she encountered felt supported and respected; and*

WHEREAS *through her dedication and commitment to public service, Marleta has made a lasting and meaningful contribution to the safety, development, and quality of life of the community;*

NOW THEREFORE, BE IT PROCLAIMED *that the City Commission of the City of Plymouth hereby honors and thanks Marleta Barr for her twenty-four (24) years of outstanding service, expresses its deepest gratitude for her many contributions, and congratulates her on the occasion of her well-earned retirement.*

BE IT FURTHER PROCLAIMED *that the City of Plymouth extends its warmest wishes to Marleta Barr for good health, happiness, and fulfillment as she begins this exciting new chapter of life.*

IN WITNESS WHEREOF, *I have hereunto set my hand and caused the Seal of the City of Plymouth to be affixed hereto on this 2nd day of March, Two thousand, Twenty-six.*



Linda Filipczak, Mayor

Joseph Elliott, Mayor Pro Tem

Laticia Horstman, Commissioner

Jennifer Kehoe, Commissioner

Alanna Maguire, Commissioner

Brock Minton, Commissioner

Karen Sisolak, Commissioner



Proclamation

WHEREAS *Women's History Month is observed each March as a time to recognize and celebrate the achievements, leadership, and lasting impact of women in our nation's history and in contemporary society; and*

WHEREAS *women of every background, culture, and profession have helped shape the social, economic, civic, and cultural foundations of our country—often overcoming significant barriers to do so; and*

WHEREAS *the City of Plymouth honors the women who have contributed to our community's success and remains committed to fostering opportunity and leadership for women and girls in the years ahead; and*

WHEREAS *March provides an opportunity to reflect upon, recognize, and uplift the achievements of women past and present;*

NOW THEREFORE, I, Linda Filipczak, Mayor of the City of Plymouth, do hereby proclaim March 2026 as

WOMEN'S HISTORY MONTH

in the City of Plymouth, Michigan. I encourage all residents to:

- *Acknowledge and appreciate the contributions of women in our community and beyond;*
- *Celebrate the leadership and accomplishments of women throughout history; and*
- *Support initiatives and events that promote equity, opportunity, and recognition for women and girls.*



In witness whereof, I have hereunto set my hand and caused the Seal of the City of Plymouth to be affixed hereto on this 2nd day of March, Two thousand, Twenty-six.

*Linda Filipczak, Mayor
City of Plymouth, Michigan*



Proclamation

WHEREAS *in honor of the birthday of one of America's most admired authors and illustrators, Theodor Seuss (Dr. Seuss) Geisel. March is celebrated as Reading Month to celebrate and promote the joys and the importance of reading across our state and nation; and,*

WHEREAS *reading plays a crucial role in our lives, stimulating our imaginations, expanding our knowledge of the world and each other, and helping us develop essential language skills; and,*

WHEREAS *reading is associated with early childhood learning and development, as it helps children to learn sounds, words, and language, expand literacy skills, and develop the ability to focus, concentrate, socialize, and communicate; and,*

WHEREAS *during this month, we encourage each other to read every day, spend ample time reading our favorite books, and recommit ourselves to making sure children and young adults read diverse literary works early and often so they can see themselves and others in what they read;*

NOW THEREFORE, I, Linda Filipczak, Mayor of the City of Plymouth, do hereby proclaim March 2026 as

READING MONTH

As Dr. Seuss said, "The more you read, the more things you will know. The more that you learn, the more places you will go."



In witness whereof, I have hereunto set my hand and caused the Seal of the City of Plymouth to be affixed hereto on this 2nd day of March, Two thousand, Twenty-six.

*Linda Filipczak, Mayor
City of Plymouth, Michigan*



City of Plymouth
City Commission Regular Meeting Minutes
Tuesday, February 17, 2026, 7:00 p.m.
Plymouth City Hall 201 S. Main Street

ITEM #2.a.

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

Mayor Linda Filipczak called the meeting to order at 7:00 p.m.

Present: Mayor Linda Filipczak, Mayor Pro Tem Joe Elliott, Commissioners Latricia Horstman, Jennifer Kehoe, Alanna Maguire, Brock Minton, Karen Sisolak

Also present: City Manager Chris Porman, City Attorney Bob Marzano, and various members of the City Administration

Filipczak read a proclamation recognizing Black History Month.

2. APPROVAL OF MINUTES

a. Motion to approve the February 2, 2026 City Commission Regular Meeting Minutes made by Elliott, supported by Maguire;

There was a voice vote.

MOTION PASSED UNANIMOUSLY

3. APPROVAL OF THE AGENDA

Motion to approve the agenda for February 17, 2026 made by Minton, supported by Kehoe;

There was a voice vote.

MOTION PASSED UNANIMOUSLY

4. ENACTMENT OF THE CONSENT AGENDA

Motion to approve the consent agenda for February 17, 2026 made by Maguire, supported by Minton;

Motion to move items 4.e and 4.g-4.k from the Consent Agenda to New Business as item # 8.d with the remaining items on the Consent Agenda as 4.a-4.e, made by Sisolak, supported by Horstman;

There was a voice vote.

MOTION TO MOVE ITEMS TO NEW BUSINESS PASSED UNANIMOUSLY

- a. Approval of January 2026 Bills
- b. Special Event: Youth Soccer & T-ball Practices – 3/16/26 – 11/6/26
- c. Special Event: Knights of Columbus Tootsie Roll Drive – Friday, 3/27/26 & Saturday, 3/28/26
- d. Special Event: Ghosts of Plymouth Walk – Saturday, 4/25/26
- e. Special Event: Plymouth Community Band Concerts in the Park 2026 – 5/20, 6/4, 6/11, 6/18, 6/25, 7/2, 7/16, 7/23, 7/30

There was a voice vote.

MOTION PASSED UNANIMOUSLY FOR THE AMENDED CONSENT AGENDA

5. CITIZEN COMMENTS

Ellen Elliott 404 Irvin spoke in remembrance of Dave Rucinski and spoke on his impact to the City.

Jack Wilson 1157 Penniman spoke about his concerns with police presence near Bird Elementary School and the process for appointing a new city commissioner. He later provided the City Commission with his updated Open Issues List and additional details on his concerns.

Carl Battishill 525 Blunk, Spoke about the Thursday band concerts and thanked the Commission for approving the event.

6. COMMISSION COMMENTS

Commissioners echoed Ellen Elliott's comments on Dave Rucinski.

Maguire recognized upcoming holidays of Ramadan, Ash Wednesday and Lunar New Year and also wished U.S. Olympic hockey player Kirsten Simms well as she represents the U.S. in her competition for a gold medal.

Elliott spoke about the 2026 MDOT Wayne County Road Construction Project for M-14/I-96 westbound between Sheldon and Newburgh roads and provided the following for anyone wanting more information- Website: www.m14reconstruction.org, Project Ombudsman 248-996-2034, MDOT-M14-feedback@michigan.gov.

Filipczak recognized 6th District U.S. Representative Debbie Dingell for advocating for \$850,000 allotted for Cultural Center repairs.

7. OLD BUSINESS

a. Zoning ordinance Amendments – 1st Batch, Second Reading

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

RESOLUTION 2026-11

WHEREAS The Planning Commission of the City of Plymouth reviewed the proposed zoning ordinance amendments which update Sections 78-281, 78-377, 78-406, 78-42, 78-52, 78-181, 78-111, and 78-21 of the City's Zoning Ordinance; and

WHEREAS The Planning Commission held a public hearing on December 10, 2025 to receive public comment about the zoning ordinance amendments; 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 zoning ordinance amendments to Sections 78-281, 78-377, 78-406, 78-42, 78-52, 78-181, 78-111, and 78-21.

NOW THEREFORE BE IT FURTHER RESOLVED THAT the City Commission directs the City Clerk to publish the zoning ordinance amendments to be effective the day after publication.

Full text of amendments available in the 2/17/2026 City Commission Agenda:

<https://www.plymouthmi.gov/cms/One.aspx?portalId=12421732&pageId=16081296#>

There was a voice vote.

MOTION PASSED UNANIMOUSLY

8. NEW BUSINESS

a. Zoning ordinance Amendments – 2nd Batch, First Reading

Motion to approve the following resolution made by Minton, supported by Maguire;

RESOLUTION 2026-12

WHEREAS The Planning Commission of the City of Plymouth reviewed the proposed zoning ordinance amendments which update Sections Secs. 78-133; 78-92, 78-102, 78-112, 78-161, 78-181, 78-216, 78-261, 78-281, 78-282, 78-295, 78-333; 78-202, 78-313, 78-314; 78-21, 78-42, 78-52, 78-62, 78-71, 78-163, 78-163, 78-204, 78-242, 78-270, 78-271, 78-296; and 78-6, 78-386 of the City's Zoning Ordinance; and

WHEREAS The Planning Commission held a public hearing on January 14, 2026 to receive public comment about the zoning ordinance amendments; 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 zoning ordinance amendments to Sections Secs. 78-133; 78-92, 78-102, 78-112, 78-161, 78-181, 78-216, 78-261, 78-281, 78-282, 78-295, 78-333; 78-202, 78-313, 78-314; 78-21, 78-42, 78-52, 78-62, 78-71, 78-163, 78-163, 78-204, 78-242, 78-270, 78-271, 78-296; and 78-6, 78-386.

NOW THEREFORE BE IT FURTHER RESOLVED THAT the City Commission will hold a second reading of the proposed zoning ordinance amendments at their next regular meeting. There was a voice vote.

MOTION PASSED UNANIMOUSLY

b. Strategic Plan – One Year Tasks

Motion to approve the following resolution made by Maguire, supported by Minton;

RESOLUTION 2026-13

WHEREAS The City Commission of the City of Plymouth held a team building work session that was open to the public and facilitated by Dr. Lew Bender in advance of the group developing one-year tasks for the strategic plan; and

WHEREAS The City Commission held a Community Conversation event and invited the public to participate in discussions on matters important to them; and

WHEREAS An open public session was held on January 26, 2026, to establish the draft of the one-year tasks; and

WHEREAS After review, a finalized draft of the plan and tasks was developed and provided to the City Commission for additional comments.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby endorse and adopt the 2026 one-year tasks for the city's strategic plan.

Potential 1-Year Tasks

#1 Sustainable Infrastructure

1. Expand card access control for other city facilities
2. Update all fee schedules & rates, establish citywide fee schedule
3. Create critical needs assessment for city facilities
4. Complete 2026 Central Parking Deck maintenance project
5. Complete 2026 infrastructure program

6. Start construction on Mausoleum repair
7. Resolve infrastructure/systems issues with Gathering restrooms
8. Explore food compost collection programs
9. Explore battery recycling programs
10. Complete Floodwise process and present to CC/Community
11. Reach conclusion on potential sale of Salem Landfill
12. Complete Library property swap
13. Complete crosswalk on Mill St.
14. Explore the crosswalk enhancements at Main and Hartsough & Main and Union
15. Explore public/private partnerships for flex parking.
16. Review parking policy (hours, locations).
17. Continue MML Green Communities Challenge
18. Continue Pollinator friendly and native planting areas on city properties

#2 Staff Development, Training, & Succession

1. Continue Police and Municipal Services accreditation process
2. Review/Update Employee Manual including job descriptions, organizational charts, etc.
3. Formalize onboarding for board/commission members
4. Create training framework for board/commission members
5. City Commission to review the appointments process for board/commission members

#3 Community Connectivity

1. Continue with community outreach programs/events (coffee hours, etc.)
2. Administer 2026 elections, along with kids' voting
3. Monitor SOM House/Senate Bills regarding elections
4. Explore website update options
5. Research paperless Agenda packets
6. Continue implementation of Communications Plan
7. Update Special Events Policy and application
8. Complete implementation of fully digital plan submission for permits
9. Update Organizational Correspondence Template(s)
10. Monitor Wayne County Public Transit - Millage and SMART System
11. Update Public Participation Plan
12. Explore technology upgrades for accessibility of public meetings outside City Hall
13. Provide public education opportunities/information on the following topics:
 - a. Data Centers
 - b. Year-end Report on Tree Program
 - c. Alley Maintenance
 - d. Tornado Siren/Severe Weather Week
 - e. Planning/Zoning/PUD
 - f. Vermin/Compost
 - g. Citizen Academy
14. Continue Community Conversation style event(s)
15. Prepare for next 5-Year Strategic Plan

#4 Attractable, Livable Community

1. Consider Senior Needs Assessment
2. Update the cemetery ordinance
3. Complete remaining "quick" zoning audit tasks
4. Explore residential compatibility ordinance
5. Pursue RRC requirements
 - a. Onboarding for ZBA and DDA
 - b. Marketing/branding
 - c. Flexible parking requirements
 - d. Identify local economic development tools
 - e. Complete Economic Development Strategy/Plan
 - f. Capital Improvement Planning
6. Complete final report and evaluate outcomes of MSHDA Grant
7. Restart housing inspection program
8. Design, support, and adopt a program for park/playground sponsorship
 - a. Begin construction on Lion's Club Park playground renovation
 - b. Begin Rotary Park playground renovation
9. Explore creation of parks sub-committee
10. Finalize DTP Forward Streetscape upgrade design and begin plan for implementation
11. Install Phase III of Plymouth Art Walk
12. Continue to expand programming opportunities
13. Complete implementation of Old Village CIA
14. Investigate change of use of Massey Field
15. Address vacant commercial property concerns
16. CC to provide direction to Planning Commission on minimum lot size
17. Finalize IGA with Wayne County and concept planning/engineering for Hines Dr. Connection

There was a voice vote.

MOTION PASSED UNANIMOUSLY

c. 2nd Quarter Budget Amendments

Motion to approve the following resolution made by Minton, supported by Sisolak;

RESOLUTION 2026-14

WHEREAS Certain expenditures require allocation to departments differently than originally projected in the 2025-2026 City Budget, as adopted; and

WHEREAS Revenue forecasts and expenditure patterns require modifications to the original budgetary allocations as established in June 2025.

NOW, THEREFORE BE IT RESOLVED, that the 2025-2026 City Budget is hereby amended as indicated in the 2nd QTR. Amendments column of the attached Budget Adjustment Summary which is hereby made a part of this resolution.

BE IT FURTHER RESOLVED, that the Finance Director is hereby authorized to make the line item changes necessary to implement these budgetary amendments.

**BUDGET ADJUSTMENT SUMMARY
SECOND QUARTER - FY 25-26
PROPOSED AMENDMENT 3**

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr Amendments	3rd Qtr Amendments	4th Qtr Amendments	Total All Amendments	Amended Budget
GENERAL FUND REVENUE #101							
Property Taxes	7,775,100	-	123,584			123,584	7,898,684
Licenses & Permits	2,800						2,800
Federal/State Grants		6,560				6,560	6,560
State-Shared Revenues	14,244,001		53,982			53,982	1,477,983
Charges for Services	1,000,305		82,500			82,500	1,082,805
Conveyance Revenues	197,500		(4,500)			(4,500)	193,000
Parking Revenues	66,450		(6,200)			(6,200)	60,250
Other Operating Revenues	81,000	23,000	26,500			49,500	130,500
Appropriation of Surplus	2,730,106	(33,250)	130,636			97,386	2,817,882
Total Operating Revenues	14,020,262	66,300	482,223			548,523	14,568,785
Transfers In From Other Funds	10,000						10,000
Total Revenue All Classes	14,030,262	66,300	482,223			548,523	14,578,785
GENERAL FUND EXP. #101							
City Commission	930,145	4,500	42,095			46,595	976,740
City Manager	449,625		(17,525)			(17,525)	432,100
Finance Department	568,835		17,745			17,745	586,580
City Clerk	204,320	700	64,717			65,417	270,737
Management Information Services	512,745		7,090			7,090	519,835
City Assessor	50,136	300	8,700			9,000	59,136
Election Services	203,005	5,500	(52,765)			(47,265)	155,740
City Hall Maintenance	172,335		5,080			5,080	177,415
Legal Services	146,000						146,000
Other Functions	160,000						160,000
Police Department	5,166,883		250,141			250,141	5,417,024
Fire Department	1,317,980	10,200				10,200	1,328,180
MSD Administration	416,320	100	(15)			85	416,405
MSD Yard Maintenance	119,295						119,295
Street Lighting	25,500						25,500
Miscellaneous MSD Services	2,440						2,440
Curbside Maintenance Expense							
Special Events	181,220		36,345			36,345	217,565
Parking System	72,245	30,000	34,575			64,575	136,820
MSD Services - DDA	243,780						243,780
Conveyance	179,190		6,380			6,380	185,570
Parks & Public Property	222,985		130			130	223,115
Capital Outlay	2,193,300	5,000	82,000			87,000	2,280,300
Debt Service							
Total Gen'l Operating Expenditures	13,307,252	56,300	482,223			538,523	13,845,775
Transfers Out to Other Funds	723,010	10,000				10,000	733,010
Contingency							
Total Expenditures	14,030,262	66,300	482,223			548,523	14,578,785

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr Amendments	3rd Qtr Amendments	4th Qtr Amendments	Total All Amendments	Amended Budget
MAJOR ST FUND REV. #202							
Gas & Weight Taxes	855,585						855,585
Contrib & Other	50,000		14,100			14,100	64,100
Appropriation of Surplus	73,427	2,500	11,976			14,476	87,903
TOTAL REVENUE	979,012	2,500	26,076			28,576	1,007,588
MAJOR ST FUND EXP. #202							
Administration Cost	31,156		7,200			7,200	38,356
Machine Maintenance	176,000		(6,369)			(6,369)	169,631
Dispatcher System Maintenance	30,000						30,000
Traffic Signal Maintenance	101,275	500	265			765	102,040
Snow & Ice Control	71,225	2,000	(50)			1,950	73,175
Road Construction	125,000		25,000			25,000	150,000
Transfers Out to Other Funds	42,146						42,146
Contingency							
TOTAL EXPENDITURES	574,812	2,500	26,076			28,576	603,414

BUDGET ADJUSTMENT SUMMARY
SECOND QUARTER - FY 2526

FUND DEPARTMENT	Approved Budget	1st Qtr Amendments	2nd Qtr Amendments	3rd Qtr Amendments	4th Qtr Amendments	Total All Amendments	Amended Budget
LOCAL ST FUND REV. #703							
Gas & Water Meter	28,046	-	-	-	-	-	28,046
Contrib & Other	433,376	1,000	3,100	-	-	4,900	437,476
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUE	719,422	1,000	3,100	-	-	4,900	723,522
LOCAL ST FUND EXP. #703							
Administrative	32,180	1,000	20,020	-	-	11,020	43,200
Routine Maintenance	297,545	2,500	37,470	-	-	39,970	337,515
Stormwater System Maintenance	1,000	-	-	-	-	-	1,000
Traffic Signal Maintenance	62,275	650	1,000	-	-	1,650	64,025
Sign & Ice Control	34,000	1,000	34,455	-	-	35,455	69,455
Road Construction	275,000	-	-	-	-	-	275,000
Contingency	117,482	(4,350)	(20,845)	-	-	(25,195)	92,287
TOTAL EXPENDITURES	779,422	1,000	3,900	-	-	4,900	723,522

FUND DEPARTMENT	Approved Budget	1st Qtr Amendments	2nd Qtr Amendments	3rd Qtr Amendments	4th Qtr Amendments	Total All Amendments	Amended Budget
RECREATION FUND REV. #808							
Cultural Center Revenues	514,325	100	(62,094)	-	-	(61,994)	452,331
Transfer from General Fund	500,000	-	-	-	-	-	500,000
Administrative Charges	8,000	-	34,000	-	-	34,000	42,000
Program Fees & Charges	344,325	50	32,075	-	-	32,125	376,450
Appropriation of Surplus	1,370	50,000	(25,318)	-	-	24,682	3,052
TOTAL REVENUE	1,367,020	50,150	(28,319)	-	-	21,831	1,388,851
RECREATION FUND EXP. #808							
Cultural Center & Administration	1,201,315	5,200	(35,300)	-	-	1,171,215	1,171,215
Recreation Services	3,300	-	200	-	-	200	3,500
Actual Audits	-	-	-	-	-	-	-
World Athletics	4,850	-	(1,250)	-	-	(1,250)	3,600
Mobile League	500	-	-	-	-	-	500
Over 90/90 Hockey	-	25,000	(300)	-	-	24,700	24,700
POHA	-	-	-	-	-	-	-
POHA - Misc Mills	-	-	-	-	-	-	-
MED Services	6,780	200	(75)	-	-	6,905	7,475
Soccer	130,735	-	-	-	-	-	130,735
Winter	8,540	-	-	-	-	-	8,540
Classes & Special Events	76,120	26,000	9,880	-	-	32,880	109,000
Theatrical Program	1,000	-	(1,000)	-	-	-	-
Senior Programs/Classes	4,300	-	(300)	-	-	(300)	4,000
Capital Outlay	-	4,000	-	-	-	4,000	4,000
Contingency	-	-	-	-	-	-	-
TOTAL EXPENDITURES	1,367,040	50,700	(28,335)	-	-	22,365	1,388,805

BUDGET ADJUSTMENT SUMMARY
2ND QUARTER - FY 25.28

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr Amendments	3rd Qtr Amendments	4th Qtr Amendments	Tot. All Amendments	Amended Budget
SOLID WASTE FUND REV. #226							
Property Taxes	1,281,200	47,000	108,352			1,436,552	1,436,552
Sales of Service	457,200	1,150	16,800			475,150	475,150
Transfer from General Fund	-	-	-	-	-	-	-
Appropriation of Surplus	563,438	(48,150)	(17,743)			497,545	497,545
TOTAL REVENUE	2,301,838	-	240,809	-	-	240,809	2,542,647
SOLID WASTE FUND EXP. #226							
Operating Expenses	2,328,328	2,000	240,805			2,571,133	2,458,223
Capital Outlay	85,000	(2,000)	-			(2,000)	78,000
Contingency	-	-	-	-	-	-	-
Transfer Out to Other Funds	-	-	-	-	-	-	-
TOTAL EXPENDITURES	2,413,328	-	240,805	-	-	240,805	2,534,223

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr Amendments	3rd Qtr Amendments	4th Qtr Amendments	Tot. All Amendments	Amended Budget
DDA OPER FUND REV. #248							
Property Taxes Non School	1,288,200	-	14,433			14,433	1,302,633
Program Fees & Other	100,000	7,500	31,200			38,700	138,700
Appropriation of Surplus	12,675	(3,275)	(241,337)			(244,612)	(231,937)
TOTAL REVENUES	1,400,875	4,225	(205,934)	-	-	(240,389)	1,164,711
DDA OPER FUND EXP. #248							
Administration	328,765	48,875	208,142			277,017	605,782
Police Services	30,435	-	6,022			6,022	36,457
Street/Scenic Maintenance	352,845	-	186,400			166,490	519,335
Parking System	58,730	-	1,200			1,200	59,930
Station Parking Facility	-	-	4,000			4,000	4,000
DDA Marketing	156,200	-	-			-	156,200
Contrib to EDA Debt Funds	-	-	-			-	-
Contrib to DDA Capital Fund	300,000	-	-			-	300,000
Contingency	-	-	-	-	-	-	-
TOTAL EXPENDITURES	1,365,275	48,875	(205,934)	-	-	(240,389)	1,164,711

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr Amendments	3rd Qtr Amendments	4th Qtr Amendments	Tot. All Amendments	Amended Budget
BUILD & ENGINEERING FDR REV. #249							
Permit Fees	638,285	-	12,220			12,220	650,505
Contrib. & Other	150,000	20,000	(11,628)			8,372	158,372
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUES	788,285	20,000	64	-	-	10,592	798,877
BUILD & ENGINEERING FDR EXP. #249							
Engineering/Inspection	778,285	20,000	364			20,364	798,649
Capital Outlay	-	-	-			-	-
Contingency	-	-	-	-	-	-	-
TOTAL EXPENDITURES	778,285	20,000	364	-	-	20,364	798,649

FUND DEPT/ACTIVITY	Approved Budget	1st Qtr Amendments	2nd Qtr Amendments	3rd Qtr Amendments	4th Qtr Amendments	Tot. All Amendments	Amended Budget
NBHD SERVICES FUND REV. #252							
Miscellaneous	28,040	-	-			-	28,040
Transfer from General Fund	73,010	10,000	-			10,000	83,010
Appropriation of Surplus	-	-	-	-	-	-	-
TOTAL REVENUES	101,050	10,000	-	-	-	10,000	111,050
NBHD SERVICES FUND EXP. #252							
Administration	500	-	-			-	500
CYDA Community Center	4,000	-	-			-	4,000
Agency on Aging	-	10,000	-			10,000	10,000
Senior Transportation	86,550	-	-			-	86,550
Contingency	-	-	-	-	-	-	-
TOTAL EXPENDITURES	91,050	10,000	-	-	-	10,000	101,050

**BUDGET ADJUSTMENT SUMMARY
SECOND QUARTER - FY 25-26**

FUND DEPARTMENT	Approved Budget	1st Qtr Amendments	2nd Qtr Amendments	3rd Qtr Amendments	4th Qtr Amendments	Total All Amendments	Amended Budget
WATERBURY OPEN FUND REV.							
022							
Sales & Service Charges	5,406,275	28,050	(148,000)			(120,950)	5,354,325
Sale of Excess	-	-	-			-	-
Appropriation of Surplus	168,059	-	62,467			69,467	238,526
TOTAL REVENUES	5,574,334	28,050	(85,533)			(51,483)	5,525,345
WATERBURY OPEN FUND EXP.							
022							
Admin Salaries	4,568,939	28,550	(221,814)			(193,264)	4,384,345
Trunk & General	357,250	-	47,435			47,435	404,685
Main Maintenance	34,450	-	71,855			71,855	106,305
Meter Maintenance	363,335	-	44,735			44,735	408,070
Service Maintenance	252,945	-	(27,270)			(27,270)	225,675
Hydrant Maintenance	56,675	-	4,570			4,570	61,245
Capital Outlay	-	-	-			-	-
Contingency	-	-	-			-	-
TOTAL EXPENDITURES	5,656,134	28,550	(196,339)			(167,789)	5,525,345

FUND DEPARTMENT	Approved Budget	1st Qtr Amendments	2nd Qtr Amendments	3rd Qtr Amendments	4th Qtr Amendments	Total All Amendments	Amended Budget
EQUIPMENT FUND REV.							
021							
Water Revenue	1,329,026	41,575	60,735			102,310	1,431,336
Appropriation of Surplus	-	-	-			-	-
TOTAL REVENUES	1,329,026	41,575	60,735			102,310	1,431,336
EQUIPMENT FUND EXP.							
021							
Maintenance	652,233	23,070	39,283			62,353	714,586
Contingency	357,528	28,505	20,282			77,290	434,818
TOTAL EXPENDITURES	1,009,761	51,575	59,565			139,643	1,149,404

There was a voice vote.

MOTION PASSED UNANIMOUSLY

d. Approval of Old Village Special Events

Motion to approve the following Old Village special events made by Maguire, supported by Elliott;

- Special Event: Yard & Trunk Sale of Old Village – Saturday, 5/2/26
- Special Event: Old Village Pride – Sunday, 6/14/26
- Special Event: OVA Bumpers, Bikes & Bands – Sunday, 7/19/26
- Special Event: Old Village Chili Cook-off – Sunday, 9/20/26
- Special Event: Old Village Spooky Halloween Block Party – Sunday, 10/25/26
- Special Event: OVA Santa Meet & Greet – Sunday, 12/13/26

Sisolak made a motion requesting to recuse herself from voting on this item to avoid appearance of conflict as a member of the OVA board.

There was a voice vote for Sisolak's recusal.

PASSED UNANIMOUSLY

Horstman made a motion requesting to recuse herself from voting on this item to avoid appearance of conflict as a member of the OVA board.

There was a voice vote for Horstman's recusal.

PASSED UNANIMOUSLY

There was a voice vote for approval of Old Village Events.

MOTION PASSED UNANIMOUSLY

9. REPORTS AND CORRESPONDENCE

a. Liaison Reports

Maguire: Introduced Heather Pacheco from the Plymouth District Library, who provided an update on things happening at the library.

i. Plymouth District Library 2025 Annual Report

Presented by Heather Pacheco

Elliott: Reported on the ZBA and Planning Commission appointments and noted that there is a Planning Commission sub-committee meeting tomorrow (Wednesday) at noon at City Hall.

Kehoe: DTP Forward will have their second Open House on 2/25/26 from 5:30-8:30 at the Cultural Center and the Online Survey #2 is available now on the DDA website.

b. Appointments

Filipczak put forward the following board appointment with a motion to approve made by Elliott, seconded by Minton:

Housing Commission: Mark Stamper Appointed

There was a voice vote.

MOTION PASSED UNANIMOUSLY

10. ADJOURNMENT

The next regular City Commission meeting is 7:00 pm on Monday, March 2 at Plymouth City Hall.

A motion to adjourn the meeting was made by Maguire, supported by Horstman;

There was a voice vote.

MOTION PASSED UNANIMOUSLY

Filipczak adjourned the meeting at 7:56 p.m.

LINDA FILIPCZAK
MAYOR

MAUREEN A. BRODIE, CMC, MiPMC
CITY CLERK

ITEM #2.b.



Plymouth City Commission Joint Meeting with Plymouth Downtown Development Authority DTPForward Open House #2 Meeting Agenda Wednesday, February 25, 2026 - 5:30 p.m.- 8:30 p.m. Plymouth Cultural Center

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

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

1. 5:30 P.M. – Doors Open, informal DTPForward Open House Interactive Review and Discussion

The meeting began with an informal open house period where attendees reviewed interactive displays and materials related to the DTPForward Streetscape project.

2. 6:30 P.M. – Call to Order & Roll Call – City Commission and DDA Board

Mayor Linda Filipczak called the meeting to order at 6:30 pm.

City Commission:

Present: Mayor Linda Filipczak, Mayor Pro Tem Joe Elliott, Commissioners Karen Sisolak, Trish Hortsman, Jennifer Kehoe.

Excused: Commissioner Alanna Maguire and Brock Minton.

Downtown Development Authority:

Present: Chair Kerri Pollard, Member Jennifer Frey, Shannon Perry, Ellen Elliott, Ed Saenz, and Paul Salloum.

Excused: Member Richard Matsu, Lynne Taylor-Kilgore and Brian Harris.

Various members from administration were also present.

3. DTPForward Presentation from Smithgroup Consultants

Oliver Kiley from SmithGroup presented the comprehensive DTPForward Streetscape project findings. The presentation covered project background, community engagement results from nearly 900 survey responses, and six strategy categories: landscaping improvements, pedestrian safety and comfort, event support, placemaking, roadway changes, and parking modifications.

Key strategies discussed included potential road dieting on Main Street from four to three lanes, curbside street designs around Kellogg Park, enhanced crosswalk safety measures, tree replacement in properly sized spaces, and flexible parking configurations. The consultant emphasized that all proposals represent options requiring community input and no final decisions have been made.

Implementation would occur in phases with multiple funding sources including federal transportation grants, state programs, and local resources. A third open house is planned for May to review final recommendations.

4. Citizens Comments

Jack Wilson (1157 Penniman) raised concerns about stormwater management due to past flooding and requested phased tree replacement to preserve canopy. He suggested improving drainage infrastructure and considering shuttle services.

Walter Janowski (561 Kellogg) supported curbless street designs and wider sidewalks, especially near Kellogg Park, and proposed shared-use paths on both sides of Main Street.

Carla Spradlin (1321 Ross) offered to hand out surveys at community event.

Robert Hurley (723 Burroughs) backed bicycle infrastructure improvements but queried federal funding and local millage options.

Katie Langston (413 Adams) favored mature tree preservation and maintaining downtown lighting, while expressing concerns over traffic flow if Main Street lanes are reduced.

5. Commission & Board Comments

Mayor Pro Tem Joe Elliott emphasized the listening phase of the process and the need to balance community desires with financial feasibility through phased implementation.

Commissioner Karen Sisolak praised the extensive community engagement approach and encouraged residents to discuss the project with neighbors and complete surveys.

DDA Chair Kerri Pollard invited public participation in monthly DDA meetings and reiterated that no final decisions have been made.

DDA Board Member Ellen Elliott prioritized pedestrian safety and specifically requested implementation of leading pedestrian intervals at all downtown crossings during every signal cycle, regardless of button activation, as an immediate safety improvement that could be implemented before the broader streetscape project.

6. Additional Opportunity for DTPForward Open House Interactive review and Discussion until 8:30 P.M.

The meeting transitioned back to an informal open house format allowing continued interaction with displays and project team members, commission, and administration.

7. Adjournment

Mayor Filipcak officially closed the formal meeting portion, with the open house continuing until 8:30 P.M.

LINDA FILIPCZAK
MAYOR

CHRIS PORMAN
CITY MANAGER



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 Kiwanis Club of Colonial Plymouth/The Rotary Club of Plymouth/Plymouth Lions

Ph# _____ Fax# _____ Email _____ Website _____
Address PO BOX 6464 City Plymouth State MI Zip 48170
Wes Graff

Sponsoring Organization's Agent's Name _____ **Title** Parade Chair
Ph# 734453.1540 Fax# _____ Email wes@plymouthmich.org Cell# _____
Address _____ City _____ State _____ Zip _____

Event Name Good Morning USA Parade "America 250"

Event Purpose Community Engagement & Entertainment

Event Date(s) July 4, 2026

Event Times Parade 9am-11am with set up and teardown

Event Location Main St. between Theodore and Hartsough (Staging at Cultural Center and Theodore)

What Kind Of Activities? A variety show in motion

What is the Highest Number of People You Expect in Attendance at Any One Time? 4,000

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.)

A parade filled with Plymouth style excitement and entertainment including musical acts, and MC stage at Main/Trail, and lots of fun for all ages.

RECEIVED
FEB 23 2026
City of Plymouth

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): _____

Next year's specific dates: _____

July 4, 2027

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)

Street closures, DMS, PD, trash collection, PA system

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:
in and around event area

- 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.

2/23/2026

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

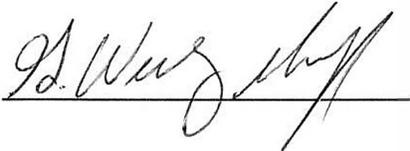
**Manager's Office
City Hall
201 S. Main Street
Plymouth MI 48170**

Phone: (734) 453-1234 ext. 203

11. INDEMNIFICATION AGREEMENT

INDEMNIFICATION AGREEMENT

The Kiwani's Club of Colonial Plymouth
Rotary Club of Plymouth + Plymouth Lions (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 Good Mornings USA parade (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 2 / 27 / 26

Witness _____

Date _____

EVENT REVIEW FORM

EVENT NAME: Good Morning USA - 7/4/20 TOTAL ESTIMATED FEE: _____

(Note: All fees are only initial estimates and can increase upon assessment of services after the close of the event).

MUNICIPAL SERVICES:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>AG</u>
<p>- Road Closures, Barricades - PA System - Porta Johns</p>				
\$250 Bathroom Cleaning Fee Per Day of Event? <u>YES</u> NO				
Labor Costs: \$ <u>1,700.⁰⁰</u> Equipment Costs: \$ <u>700.⁰⁰</u> Materials Costs \$ <u>350.⁰⁰</u>				
POLICE:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>REC</u>
1 - COMMAND OFFICER 6 - PATROL OFFICERS 5 - NAIASS SECURITY				
} 4 HRS				
Labor Costs \$ <u>2850.-</u> Equipment Costs \$ _____ Materials Costs \$ _____				
FIRE:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>ES</u>
NO SERVICES REQUESTED				
Labor Costs \$ <u>Ø</u> Equipment Costs \$ _____ Materials Costs \$ _____				
HVA:	Approved	Denied	(list reason for denial)	Initial
DDA:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>SBP</u>
Labor Costs \$ <u>Ø</u> Equipment Costs \$ _____ Materials Costs \$ _____				
RISK MANAGEMENT:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>MB</u>
Class I - Low Hazard	Event Sponsors must provide current Certificate of Insurance naming City of Plymouth as 'Additional Insured' including in the Description Box/Area. Food vendor/service requirements per Special Event Policy, must also be met for any food.			
Class II - Moderate Hazard				
<u>Class III - High Hazard</u>				
Class IV - Severe Hazard				
SITE FEE APPLIED TO ALL EVENTS IS \$100 PER DAY. TOTAL EVENT SITE FEE \$ _____				
APPROVED _____ NOT APPROVED _____ DATE _____				

ITEM #4.b.



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		Art In The Park Enterprises, LLC					
Ph#	734-454-1314	Fax#		Email	info@artinthepark.com	Website	www.artinthepark.com
Address	550 Forest Ave. Suite 14-2		City	Plymouth	State	MI	Zip 48170
Sponsoring Organization's Agent's Name		Raychel Rork			Title		President
Ph#	734-454-1314	Fax#		Email	raychel@artinthepark.co	Cell#	734-612-4300
Address	575 Irvin St.		City	Plymouth	State	MI	Zip 48170

Event Name Art In The Park

Event Purpose Art Fair

Event Date(s) July 10, 11 & 12, 2026 (set-up begins July 9)

Event Times Friday 11:00am-8:00pm Saturday 10:00am-7:00pm Sunday 10:00am-5:00pm

Event Location Downtown Plymouth - see attached map

What Kind Of Activities? Art booths - musical entertainment - food

What is the Highest Number of People You Expect in Attendance at Any One Time? 3,000

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.)

Art booths - Food vendors - entertainment - street chalk mural - kids activities

*submitting this online and not able to attach the event map. We are happy to supply one if needed, although for 2026 the planned layout would remain the same as 2025.

RECEIVED
FEB 17 2026
City of Plymouth

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): 2nd weekend in July
 Next year's specific dates: July 9, 10 & 11, 2027

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)

Please see the services from our '25 event. The same services will be needed. We plan to have bathroom

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:
 The City of Plymouth coordinates all Art In The Park public parking lot activity.

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.

2-13-26

Date

eSigned via GoSign.com

Key: 10509cc-b61d-423f-a1ac-2070e0191d95

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 Art In The Park Enterprises,
The _____ (*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 Art In The Park _____ (*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  _____
Key: 10f509ec-b51d-423f-a1aa-2979e0181d06

Date 2-13-26 _____

Witness _____

Date _____

Name of Event: Art in the Park
 Date: 7/10, 11, 12/2016 (set-up 7/9)
 Location: Downtown

MUNICIPAL SERVICES:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>AG</u>
+ Site Fee				
- Road Closures, Detour Route, Barricades				
- Event Staffing, Trash, Sweeping, etc.				
- Radio rental, PortaJohns, Light towers, Bite fence				
\$250 Bathroom Cleaning Fee Per Day of Event? <u>YES</u> NO				
Labor Costs:	\$20,000.00	Equipment Costs:	\$7,500.00	Materials Costs \$7,500.00
POLICE:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>guc</u>
OFFICERS @ 50 HOURS - \$3800				
COMMAND @ 25 HOURS - \$2150				
Labor Costs \$	5950-	Equipment Costs \$		Materials Costs \$
FIRE:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>ms</u>
Labor Costs \$	6,700.	Equipment Costs \$		Materials Costs \$
HVA:	Approved	Denied	(list reason for denial)	Initial
DDA:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>SBP</u>
POWER WASH SHARED COST				
Labor Costs \$	\$2,450	Equipment Costs \$		Materials Costs \$
RISK MANAGEMENT:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>MB</u>
Class I - Low Hazard	Event sponsors must provide current Certificate of Insurance naming City of Plymouth/Certificate Holder as 'Additional Insured' including in the Description			
Class II - Moderate Hazard	Box/Area. Food vendor/service requirements, per Special Event Policy [see			
<u>Class III - High Hazard</u>	sec. 12.13], must also be met for any food. Should include CG2026			
Class IV - Severe Hazard				



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: Chris S. Porman, City Manager
CC: *S:\Manager\Porman Files\Memorandum - Quick Zoning Ordinance Amendments - 2nd Batch - 2nd Reading - 3-2-26.docx*
Date: February 24, 2026
RE: Quick Zoning Ordinance Amendments – 2nd Batch – Second & Final Reading

Background

Following the Zoning Audit that began in 2022, 26 “quick” amendments were identified as areas for updates/corrections/clarifications. The reasons included alignment with state law, outdated language in terminology or phrasing used and inconsistencies with the Master Plan. To quickly summarize, these proposed changes in this batch, change reference of “special use” to “special land use”, change MDEQ to EGLE, and change “church” to “religious institution.”

The Planning Commission has been working on these, including a dedicated Sub-Committee, for this purpose. These changes were discussed and presented in batches for ease of understanding and ability to complete and accomplish these in an efficient manner. The Planning Commission held a Public Hearing on January 14, 2026, and has recommended the second set of changes to the City Commission for approval.

The City Commission completed the first reading of the second batch of draft ordinance amendments on February 17th, 2026, and scheduled the second and final reading for tonight (March 2nd), which was/is the next regularly scheduled City Commission meeting. The Commission did not suggest changes during the first reading.

RECOMMENDATION:

The City Administration recommends that the City Commission complete the second and final reading of the proposed zoning ordinance amendments as presented and approve the same. 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 contact Greta Bolhuis or myself.



CITY OF PLYMOUTH

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201 S. Main
Plymouth, Michigan 48170

Phone 734-453-1234
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ADMINISTRATIVE RECOMMENDATION

To: Chris Porman, City Manager
From: Greta Bolhuis, AICP, Planning and Community Development Director *GRB*
Date: February 23, 2026
Re: Zoning Ordinance Amendments to Sections 78-133; 78-92, 78-102, 78-112, 78-161, 78-181, 78-216, 78-261, 78-281, 78-282, 78-295, 78-333; 78-202, 78-313, 78-314; 78-21, 78-42, 78-52, 78-62, 78-71, 78-163, 78-204, 78-242, 78-270, 78-271, 78-296; and 78-6, 78-386

BACKGROUND:

In 2022, the City contracted with Carlisle Wortman to complete an audit of the city zoning ordinances to identify:

- Inconsistencies with the Master Plan and Future Land Use Map
- Ordinance language that is inconsistent with other laws
- Outdated ordinance language

As part of the audit, 26 quick zoning ordinance amendment tasks were identified. The Zoning Audit Sub-Committee of the Planning Commission has been meeting monthly to review and address these matters. A public hearing was held on January 14, 2026 at the Planning Commission meeting, at which time the Commission voted to recommend that the City Commission approve the second set of changes, which include:

Sec. 78-133. Convert Section 78-133 – Uses Prohibited into performance standards requiring sign off from the Fire Department. **Reasoning:** Remove conflict between title and content.

Secs. 78-92, 78-102, 78-112, 78-161, 78-181, 78-216, 78-261, 78-281, 78-282, 78-295, 78-333. Update inconsistent or improper terms to “special land use” instead of “special use”. **Reasoning:** Update to proper terminology.

Secs. 78-202, 78-313, 78-314. Update inconsistent or improper terms to “Michigan Department of Environment, Great Lakes, and Energy” or “EGLE” instead of “Michigan Department of Environmental Quality” or “MDEQ”. **Reasoning:** Update to proper department name.

Secs. 78-21, 78-42, 78-52, 78-62, 78-71, 78-163, 78-204, 78-242, 78-270, 78-271, 78-296. Update inconsistent or improper terms to “religious institution” instead of “church”. **Reasoning:** Update to proper terminology.

Secs. 78-6, 78-386. Consolidate the “Vested Right” sections in Article I and Article XXVII. **Reasoning:**
Duplicate regulations are not needed.

The City Commission completed the first reading of the draft ordinance on February 17, 2026. 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 zoning ordinance amendments, 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. 78-133. Fire department approval required. Uses prohibited.

No activities involving the storage, utilization or manufacture of materials or products which decompose by detonation shall be permitted within the city except such as are approved by the fire department and are so licensed.

(Ord. of 10-6-03; Ord. No. 2010-01, § 6, 4-5-10)

Sec. 78-92. 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) Publicly-owned buildings, public utility buildings, telephone exchange buildings, electric transformer stations and substations, and gas regulator stations (excluding outdoor storage yards).
- (2) Accessory buildings and uses customarily incident to any of the above uses.
- (3) One-family detached dwellings, two-family dwellings, multi-family dwellings.
- (4) 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 land 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.

(Ord. of 10-6-03; Ord. No. 2012-04, § 7, 11-5-12; Ord. No. 2013-04, § 2, 10-7-13)

Sec. 78-102. 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) Public utility and service buildings and uses including telephone exchange buildings (without storage yards) when operating requirements necessitate the locating of such building within the district in order to serve the immediate vicinity.
- (2) Bars and lounges or restaurants serving alcohol subject to the following:
 - a. No more than ten seats shall be allowed at the bar.
 - b. Alcohol shall be served only to seated patrons or persons standing in the designated standing area adjacent to the bar.
 - c. The standing area adjacent to the bar shall not exceed 150 square feet.
 - d. No dance floor or dancing area, allowed.
 - e. 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 land use permit.
 - f. 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.
- (3) Sale and service of food and drink out of doors provided such use is incidental to a similar principal use indoors and conducted adjacent to the principal use and subject further to street occupancy permits and all rules and regulations to control such street occupancy, provided the use does not interfere with pedestrian or vehicular traffic.
- (4) Rooftop dining subject to section 78-297.

(Ord. of 10-6-03; Ord. No. 2013-04, § 3, 10-7-13; Ord. No. 2020-04, 9-21-20; Ord. No. 22-04, 12-19-22)

Sec. 78-112. 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) New and used automobile sales including outdoor auto sales, paint and bump shops, and auto service subject to the provisions of sections 78-288 and 78-290.
- (2) Motels, and extended stay motels subject to the provisions of section 78-291.
- (3) Drive-in restaurants, or drive-through restaurant or open front restaurants subject to section 78-286.
- (4) Commercial outdoor recreation for children's amusement parks, miniature golf courses, and other similar uses.
- (5) Nursery for the retail sale of plant materials not grown on the site, and sales of lawn furniture, playground equipment and garden supplies subject to the provisions of section 78-289.
- (6) Building and lumber supply stores having outdoor storage and sales.
- (7) Automobile car wash establishments subject to the provisions of section 78-294.
- (8) Gasoline service station and associated sale of convenience goods, subject to the provisions of section 78-288.
- (9) Automobile convenience mart, subject to the provisions of section 78-288.
- (10) Auto repair (minor and major) and servicing and auto body repair.
- (11) Adult-oriented commercial enterprises and specific services subject to section 78-282.
- (12) 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 land 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 their report in their evaluation of the request for special land use approval.

(Ord. of 10-6-03; Ord. No. 2013-04, § 4, 10-7-13)

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

[...]

- (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.

[...]

(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 land 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.

Sec. 78-181. Principal uses permitted.

(a) In the mixed use district, 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 chapter:

- (1) One-family detached dwellings.
- (2) Two-family dwellings.
- (3) Home occupation, subject to the following:
 - a. No home occupation shall be permitted that:
 1. Changes the outside appearance of the dwelling and/or property.
 2. Creates noise, vibration, glare, fumes, odors or results in electrical interference, or becomes a nuisance.
 3. Results in outside storage or display of anything including signs except for nameplate as may otherwise be allowed herein.
 4. Requires the employment of anyone in the home other than the dwelling occupant.
 5. Requires exterior building alterations to accommodate the occupation.
 6. Occupies more than 25 percent of the floor area of the dwelling or utilizes a garage or other accessory building.
 7. Requires parking for customers that cannot be accommodated on the existing driveway and/or not exceeding one parking space at curbside on the street.
 8. Requires the delivery of goods or the visit of customers before 7:00 a.m. or after 8:00 p.m.
 - b. The following are permitted home occupations provided they do not violate any of the provisions of subsection (3)a of this section:
 1. Dressmaking, sewing and tailoring.
 2. Painting, sculpturing, writing or photography.
 3. Telephone answering.
 4. Home crafts, such as model making, rug weaving and lapidary work.
 5. Teaching or music lessons limited to four students at a time.
 6. Computer operations.
 7. Salesperson's office or home office of a professional person.
 8. Laundering and ironing.
 9. Repair of clocks, instruments or other small appliances which do not create a nuisance due to noise, vibration, glare, fumes, odors or results in electrical interference.
 10. Day care home (family).
 - c. The following are prohibited as home occupations:
 1. Barbershops and beauty parlors.
 2. Dance studios.
 3. Private clubs.

-
4. Repair shops which may create a nuisance due to noise, vibration, glare, fumes, odors or electrical interference.
 5. Restaurants.
 6. Stables or kennels.
 7. Tourist homes.
 8. Automobile repair or paint shops.
- d. Any proposed home occupation that is neither specifically permitted by subsection (3)b of this section nor specifically prohibited by subsection (3)c of this section shall be considered a special land use and be granted or denied upon consideration of those standards contained in subsection (3)a of this section and under the procedures specified in section 78-281.
 - e. Home occupation permits shall be limited to the applicant who legally resides in the residence.
- (4) Churches and other facilities normally incidental thereto subject to the following conditions:
- a. Buildings of greater than the maximum height allowed in Article XVII of this chapter may be allowed provided front, side and rear yards are increased above the minimum required yards by one foot for each foot of building height that exceeds the maximum height allowed and in no instance shall a principal building be set back less than 15 feet from abutting properties zoned for residential use.
 - b. Non-profit day care centers may be located in a church building as an accessory use to a church.
- (5) Public, parochial and private intermediate or secondary schools offering courses in general education, not operated for profit.
- (6) Utility and public service buildings and uses (without storage yards), when operating requirements necessitate the locating of such building within the district in order to serve the immediate vicinity.
- (7) Uses and buildings of the city (without storage yards).
- (8) Day care home (group) for children subject to the following conditions:
- a. Such facility shall have received a state license to operate prior to seeking a special land use permit under this chapter.
 - b. Not less than 400 square feet of outdoor play area per child shall be provided on the site. The play area shall not occupy a front yard.
 - c. Screening and fencing of outdoor play area shall be provided as required by the planning commission.
 - d. Parking shall be provided to allow for direct drop-off and pick-up of children without requiring children to cross public streets.
- [...]

Sec. 78-216. Wireless communication.

(a) *Purpose and intent.*

- (1) It is the policy of the city to minimize the overall number of newly established locations for wireless communication facilities and wireless communication support structures within the community, and encourage the use of existing structures for attached wireless communication facility purposes. It is further the purpose and intent of the city to provide for such authorization in a manner which will protect the public health, safety, and welfare and retain the integrity of neighborhoods and the character and aesthetic quality of the community at large. This policy is consistent with the Federal Telecommunications Act of 1996 and PA 110 of 2006, as amended (MCL 125.3514).

(b) *Authorization.* Wireless telecommunication facilities may be permitted within the City of Plymouth as either a permitted use subject to administrative review, permitted use subject to site plan approval, or as a special land use according to the following regulations:

(1) Wireless communication equipment as a permitted use subject to administrative review.

A proposal for attached wireless communication facilities that satisfies the following criteria does not require special land use or site plan approval. Confirmation that these criteria are satisfied shall be determined by an administrative review by the building Official prior to issuance of any construction code permits. Such proposals shall also be reviewed for compliance with the standards and conditions in subsection (c), General regulations, with the certification to identify any items of noncompliance. The wireless facility shall also comply with the following:

- a. The existing wireless communications support structure and/or wireless communications equipment compound are in compliance with this section and, if not, are in compliance with a prior approval under this section.
- b. The proposal will not increase the height of the wireless communications support structure by more than 20 feet or ten percent of its original height (as first erected without any later additions), whichever is greater.
- c. The proposal will not increase the width of the wireless communications support structure by more than necessary to the stated and documented purpose of the increase.
- d. The proposal will not increase the area of the existing wireless communications equipment compound to more than 2,500 square feet.

(2) *As a permitted use subject to site plan approval.* In the I-1 and I-2 zoning districts, a wireless communication facility shall be a permitted use subject to the standards and conditions of this section. The following wireless communication facilities shall also be considered a permitted use:

- a. A proposed collocation upon a wireless communication support structure which has been approved by the city for such collocation but which is not permitted by administrative review under subsection (b)(3).
- b. Wireless communication equipment on an existing utility pole structure located within a right-of-way and not previously approved and used as a wireless communications support structure, where there will be no substantial change in physical dimensions of the existing pole.

(3) *As a special land use.*

- a. A collocation on an existing structure which does any of the following: increases the height of the support structure by more than 20 feet or ten percent of its original height, increase the width of

the support structure or increases the area of the equipment compound greater than 2,500 square feet.

- b. Subject to the standards and conditions set forth in this section, new wireless communication facilities shall be considered as a special land use in any areas outside of the I-1 and I-2 zoning districts.
- c. If it is demonstrated by an applicant that a wireless communication facility, in order to operate, is required to be established outside of I-1 and I-2 districts and that existing structures are not available for collocation in other parts of the city, such wireless communication facilities shall be considered elsewhere in the city as a special land use, subject to the following:
 1. At the time of the submittal, the applicant shall demonstrate that alternative locations cannot reasonably meet the coverage and/or capacity needs of the applicant.
 2. Where feasible, wireless communication facilities shall be of a design such as a steeple, bell tower, water tower, or other form which is compatible with the existing character of the proposed site, neighborhood and general area, as approved by the city.
 3. Locations outside of the I-1 and I-2 districts may only be considered at the following locations, subject to application of all other standards contained in this section:
 - i. Municipally-owned sites.
 - ii. Other governmentally owned sites.
 - iii. Religious or other institutional sites.
 - iv. Public or private school sites.
 - v. Public utility sites.
 4. If sites are not available in the I-1 or I-2 district, or on parcels identified above in subsection 2(c)(iii), other locations where there is a demonstrated need for service can be considered.
 5. All other criteria and standards set forth below in Subsection c. and d. are met as follows:

(c) *General regulations.*

[...]

(d) *Application requirements.*

- (1) Building permit applications shall be required for wireless facilities proposed as a permitted use subject to administrative review.
- (2) A site plan and special land use application shall be required for wireless facilities proposed as a special land use, in accordance with Article XX and Article XXIII.

For wireless facilities subject to special land use application, a site plan shall also include a detailed landscape plan prepared in accordance with section 78-203. The purpose of landscaping is to provide screening and aesthetic enhancement for the structure base, accessory buildings and enclosure. In all cases, fencing of a minimum of six feet in height shall be required for protection of the support structure and security from children and other persons who may otherwise access facilities.

- (3) An application shall include a description of security to be posted at the time of receiving a building permit to ensure removal of the facility when it has been abandoned or is no longer needed, as provided in subsection (f). In this regard, the security shall be posted and maintained in the form of: (1) cash; (2) irrevocable letter of credit; or, (3) other security arrangement found acceptable by the city manager.

(e) *Procedures.*

(1) *Review and administrative actions on special land use and site plan approval applications.*

- a. The building official shall promptly review special land use and site plan approval applications to determine if they are administratively complete by inclusion of all information required in subsection (d). If the application is not complete, no later than 14 business days after receiving it the building official shall provide a written or electronic notice to the applicant specifying the information necessary to complete the application. Such initial review for completeness by the building official shall be on behalf of the planning commission for special land use and site plan approvals.
- b. The building official shall review supplemental information submitted in response to an incomplete application notice and notify the applicant of any remaining deficiencies.
- c. An application shall be administratively complete upon the building official's determination or the expiration of 14 business days from receipt of the application without a notice to the applicant of deficiencies.
- d. Upon a special land use or site plan approval application being administratively complete, the building official shall promptly schedule it for a planning commission meeting that will allow for a planning commission site plan decision or special land use decision after the required public hearing within the time periods in subsection (e)(2) below.
- e. If the applicant has disclosed professional opinions supporting the application and the building official or planning commission has determined that independent professional review for the city of any such opinion should be performed, the reasonable costs of such review may be assessed to the applicant by a written notice from the building official as a professional review cost to be paid in accordance with the notice.

(2) *Decisions on special land use and site plan approval applications.*

- a. The planning commission shall approve or deny a special land use application for a new wireless communications support structure not more than ninety (90) days after it is administratively complete.
- b. For all special land use, site plan applications, and applications subject to administrative review, other than new wireless communications support structures, the planning commission shall approve or deny the application not more than 60 days after it is administratively complete.

(3) *Post-approval costs, fees, and administrative actions.* Zoning permits to implement and grant the authority allowed by a special land use or site plan approval for wireless communication facilities, and zoning certificates of use and occupancy for such facilities, shall be issued subject to and conditioned on all of the following:

- a. Any conditions of the special land use or site plan approval.
- b. Payment of any outstanding professional review costs as described in subsection e.1)(e).
- c. Payment of permit fees in an amount established by or in accordance with a Resolution of city commission.

(f) *Removal.*

- (1) A wireless communication facility must furnish reasonable evidence of ongoing operation at any time after the construction of an approved tower.
- (2) A condition of every approval of a wireless communication facility shall be adequate provision for removal of all or part of the facility by users and owners upon cessation of operation.

Sec. 78-261. Wind energy conversion systems.

- (a) *Intent.* It is the intent of the City of Plymouth to promote the effective and efficient use of wind energy conversion systems (WECS) by regulating the siting, design, and installation of such systems to protect the public health, safety, and welfare. In no case shall this ordinance guarantee the wind rights or establish access to the wind.
- (b) *Approval required.* Except where allowed as an accessory use or as a special land use as listed in Article XII and XIII, it shall be unlawful to construct, erect, install, alter, or locate any WECS project within the city.
- (c) *Accessory uses.* Private WECS projects located on lots within the city, and within any zoning district shall be allowed as an accessory use. Accessory use private WECS projects shall conform to the regulations of this section, including maximum height and minimum setback standards.
- (d) *General standards.* The following standards shall apply to all private and commercial wind energy conversion systems in the city:
 - (1) *Design safety certification.* The safety of the design of all private and commercial WECS structures shall be certified by a the manufacturer.
 - (2) *Controls and brakes.* All private and commercial WECS structures shall be equipped with manual and automatic controls to limit rotation of blades to a speed below the designed limits of the WECS. The manufacturer must certify that the rotor and overspeed control design and fabrication conform to applicable design standards.
 - (3) *Setbacks.* All private and commercial WECS structures must be setback from property lines at a distance equal to or greater than the height of the structure, measured from the base of the structure to the highest reach of its blade. This shall include WECS structures attached to a garage or residential unit.
 - (4) *Height.* Private WECS structures shall not be greater than forty (40) feet in height. This shall include WECS structures attached to a garage or residential unit. Commercial WECS shall not exceed a height greater than the minimum setback to any property line.
 - (5) *Interference.* All private or commercial WECS structures shall be designed and operated to minimize or mitigate interference with existing electromagnetic communications, such as radio, telephone, microwave or television signals.
 - (6) *Noise levels.* The noise level for a WECS structure shall comply with the standards set forth in Section 34-89 of the City of Plymouth Code of Ordinances.

(Ord. No. 2010-02, § 5, 4-5-10)

Sec. 78-281. Special land uses.

(a) *Application.* Applications for special land use permits authorized in this chapter shall be submitted to the building official on a form provided by the city. In addition to a complete application form, the applicant is required to submit a site plan prepared in accordance with article XX, site plan review.

(b) *Procedures.*

(1) The building official shall review the proposed application and site plan to determine if all required information has been supplied, and, forward the completed application, site plan, and supporting data to the city planning commission or city commission depending on the special land use permit being requested. Any request for a special land use permit made pursuant to section 78-297 of this chapter shall be approved by the city commission only.

(2) Upon receipt of the application for a special land use permit, the planning commission or city commission, as specified, shall hold a public hearing in accordance with the notification requirements described hereafter.

A notice of the public hearing shall be published in at least one newspaper of general circulation and sent by mail or personal delivery to all persons to whom real property is assessed within 300 feet of the boundary of the property in question, and to the occupants of all structures within 300 feet. If the name of the occupant is not known, the term "occupant" may be used in making notification. Notification need not be given to more than one occupant of a structure, except that if a structure contains more than one dwelling unit or spatial area owned or leased by different individuals, partnerships, businesses, or organizations, one occupant of each unit or spatial area shall receive notice. In the case of a single structure containing more than four dwelling units or other distinct spatial areas owned or leased by different individuals, partnerships, businesses, or organizations, notice may be given to the manager or owner of the structure who shall be requested to post the notice at the primary entrance to the structure.

The notice shall be given not less than five days or more than 15 days before the date the application will be considered. The notice shall describe the property in question and the nature of the special land use permit request; state the time, date, and location of the public hearing; and, indicate when and where written comments will be received concerning the request.

(3) Upon conclusion of the public hearing procedures, the planning commission or city commission, as specified, may issue a special land use permit. Upon approval of a special land use, the planning commission or city commission, as specified, may consider the site plan. A copy of the planning commission's or city commission's decision, with any conditions or reasons for rejection, shall be sent promptly to the building official and to the applicant.

(c) *Basis of determinations.* The planning commission or city commission, as specified, shall review the proposed special land use in terms of the standards stated within this chapter and shall establish that such use and the proposed location:

- (1) Will be harmonious and in accordance with the general objectives or any specific objectives of the City of Plymouth Master Plan.
- (2) Will be designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will not change the essential character of the area.
- (3) Will not be hazardous or disturbing to existing or future nearby uses.

-
- (4) Will be compatible with adjacent uses of land and will promote the use of land in a socially and economically desirable manner.
 - (5) Will be served adequately by essential public services and facilities or that the persons responsible for the establishment of the proposed use will provide adequately any such service or facility.
 - (6) Will not create excessive additional public costs and will not significantly decrease property values of surrounding properties.
 - (7) Will meet all the requirements and standards of this chapter and any other applicable laws, standards, ordinances, and/or regulations.
- (d) *Conditions and safeguards.* The planning commission or city commission, as specified, may impose such additional conditions and safeguards deemed necessary for the general welfare, for the protection of individual property rights, and for insuring that the purposes of this chapter and the general spirit and purpose of the district in which the special land use is proposed will be observed. Such conditions shall conform to the standards found in Act 110 of 2006, as the same may be amended or superseded from time to time. The planning commission or city commission, as specified, may summarize the conditions of approval on a form issued by the building official which shall be signed by the chairperson of the planning commission or mayor and the applicant.
- (e) *Voiding and extensions of permit.* Unless otherwise specified by the planning commission or city commission, as specified, any special land use permit granted under this section shall be null and void unless the property owner shall have made application for a building permit within one year from the date of the granting of the permit. The building official shall give notice by certified mail to the holder of a permit that is liable for voiding action before voidance is actually declared. Said notice shall be mailed to the permit holder at the address indicated in said permit. Within 30 days of receipt of notice of voiding of the permit, the applicant shall have the right to request an extension of the permit from the planning commission or city commission, as specified. The planning commission or city commission, as specified, may grant an extension thereof for good cause for a period not to exceed six months.
- (f) *Reapplication.* No application for a special land use permit which has been denied wholly or in part shall be resubmitted until the expiration of one year or more from the date of such denial, except on grounds of newly discovered evidence or change of conditions found to be sufficient to justify reconsideration by the planning commission or city commission, as specified.
- (g) *Revocation of a special land use permit.* A special land use permit may be suspended or revoked according to the following procedure:
- (1) Conditions which may give rise to a suspension or revocation proceeding include, but are not limited to, the following:
 - a. The special approval land use was not constructed in conformance with the approved plans, or the property is not being used in conformance with the approved special land use; or the approved special land use is not operational within two years of the date of special land use approval; or
 - b. Compliance with the special land use permit and any conditions have not been consistently demonstrated and administrative attempts to secure compliance have been unsuccessful; or
 - c. The special land use permit is issued erroneously on the basis of incorrect or misleading information supplied by the applicant and/or his agent; or
 - d. The operation of the use granted by special land use permit has created a risk or danger to the public health, safety, or welfare; or

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- e. The special land use is a violation of any provisions of this chapter or other city, county, state or federal regulations.
- (2) If the building official, community development director or designee determines that a condition for suspension or revocation of the special land use permit exists, the building official, community development director or designee shall prepare a report in writing specifying the specific factual details for the violation and which support the suspension or revocation of the special land use permit.
 - (3) The building official, community development director or designee shall file the report so prepared with the city manager, who shall provide a copy to the city commission and serve a copy of such report upon the permittee or its authorized agent or employee personally or by regular mail and certified mail, return receipt requested.
 - (4) After the city manager submits the report to the city commission, the city clerk shall schedule a hearing within a reasonable period of time after city commission's receipt of the report to consider the alleged violation. Notice of the hearing(s) shall be served by the city clerk upon the permittee or its authorized agent or employee personally or by regular mail and certified mail, return receipt requested not less than seven (7) days before a scheduled hearing date, and such notice shall advise the permittee of its right to be represented by legal counsel at the hearing before the city commission.
 - (5) At all such hearing, the permittee shall have the legal right to defend against the allegations made by way of confronting any adverse witnesses, by being able to present witnesses in his/her behalf, by being allowed to present arguments, personally or through legal counsel in his/her own behalf.
 - (6) The city commission shall prepare a written statement of its findings within 30 days of the conclusion of all such hearings and shall serve such findings upon the permittee either personally or by regular mail and certified mail, return receipt requested. If the city commission decides that the special land use permit shall be suspended or revoked, the permittee shall not thereafter conduct, operate or carry on the business or use for which the special land use permit was granted.

(Ord. of 10-6-03; Ord. No. 2014-02, § 2, 1-6-14)

Sec. 78-282. Adult regulated uses.

In the development and implementation of this section, it is recognized that there are certain uses, which by their very nature are recognized as having serious objectionable operational characteristics (particularly when several of them are concentrated in a small area), thereby having a deleterious effect on surrounding neighborhoods. Regulation of the location of these uses is necessary to ensure that the adverse effects of such businesses will not cause or contribute to the blighting or downgrading of the city's residential neighborhoods or commercial centers. The proximity of adult uses to certain uses considered particularly susceptible to the negative impacts or the concentration of adult uses tends to erode the quality of life, adversely affect property values, disrupt business investment, encourage residents and businesses to move or avoid the community, increase crime and contribute a blighting affect on the surrounding area. It is the intent of this section to provide reasonable regulations for the establishment of adult regulated uses in a viable, accessible location where the adverse impact of their operations may be minimized.

The permitted or special approval land uses permitted in any given zoning district, and listed below, shall be subject, unless otherwise required by the planning commission, to all the following conditions and regulations regarding site development.

- (a) *Definitions for adult regulated uses.* The following uses are regulated by this subsection.
- (1) *Adult entertainment business.* One or a combination of more than one of the following types of businesses: adult bookstore, adult motion picture theater, adult mini-motion theater, adult personal service business, adult novelty business, or adult nightclub.
 - (2) *Adult book or supply store.* An establishment having as a principle activity the sale of books, magazines, newspapers, video tapes, video discs and motion picture films which are characterized by their emphasis on portrayals of human genitals and pubic regions or acts of human masturbation, sexual intercourse or sodomy.
 - (3) *Adult motion picture theater.* An enclosed building with a capacity of 50 or more persons having as a principal activity displaying motion pictures characterized by their emphasis on portrayals of human genitals and pubic regions or acts of human masturbation, sexual intercourse or sodomy for observation by patrons therein.
 - (4) *Adult mini-motion picture theater.* An enclosed building having as a principal activity the presenting of material characterized by emphasis of portrayals of human genitals and pubic regions or acts of human masturbation, sexual intercourse or sodomy for observation by patrons therein in individual viewing booths.
 - (5) *Adult novelty business.* A business which has a principal activity the sale of devices of simulated human genitals or devices designed for sexual stimulation.
 - (6) *Adult personal service business.* A business which has as a principle activity a person, while nude or partially nude, providing personal services for a person on an individual basis in a closed room. It includes, but it is not limited to, the following activities and services; massage parlors, exotic rubs, modeling studios, body painting studios, wrestling studios, individual theatrical performances. It does not include activities performed by persons pursuant to, and in accordance with, licenses issued to such persons by the State of Michigan.
 - (7) *Adult night club.* A business with the principal activity of providing entertainment by nude or partially nude performers.
 - (8) *Principal activity.* A use accounting for more than 20 percent of a business' stock in trade, display space, floor space, live entertainment time or movie display time per year.

(b) *Required spacing.* The establishment of the types of adult regulated uses listed in above, shall meet all of the following space requirements; with the distance between uses measured horizontally between the nearest point of each property line:

- (1) At least 1,000 feet from any other adult regulated use;
- (2) At least 500 feet from all churches, convents, temples and similar religious institutions;
- (3) At least 500 feet from all public, private or parochial nurseries, primary or secondary schools, playgrounds, licensed child care facilities, and hospitals;
- (4) At 500 feet from any one-family or multiple-family residential district or use;
- (5) At 500 feet from any pool or billiard hall, coin-operated amusement center, indoor and outdoor recreation such as miniature golf, dance club catering primarily to teenagers, movie theaters, ice or roller skating rinks, and similar uses frequented by children and teenagers.

(c) *Special site design standards.*

- (1) Maximum size of the building shall be 3,000 square feet.
- (2) The building and site shall be designed, constructed and maintained so material such as a display, decoration, or sign depicting, describing, or relating to activities or merchandise within the structure cannot be observed by pedestrians, motorists on a public right-of-way or from an adjacent land use.
- (3) Adult regulated uses shall be located within a free-standing building. A shared or common wall structure or shopping center is not considered to be a free-standing building.
- (4) The color of the building materials shall be subject to approval by the planning commission.
- (5) A 4½ foot high brick or masonry wall shall be constructed to screen the parking lot from the adjacent public rights-of-way. The planning commission may permit use of landscaping in place of a wall.
- (6) No person shall reside in or permit any person to reside in the premises of an adult regulated use.
- (7) No person operating an adult regulated use shall permit any person under the age of 18 to be on the premises of said use either as an employee or customer.
- (8) Adult regulated uses shall comply with all applicable federal, state, and local licensing regulations. Initial and annual proof of such compliance shall be a condition of special land use approval and the continuance thereof and shall be in accordance with this section.

(Ord. of 10-6-03)

Sec. 78-295. Adult foster care facilities.

- (a) *Intent.* It is the intent of this section to establish standards for adult foster care facilities which will insure compatibility with adjacent land uses and maintain the character of the neighborhood.
- (b) *Application of regulations.*
 - (1) A state licensed adult foster care small family serving six persons or less shall be considered a residential use of property and a permitted use in all residential districts.
 - (2) The city may, by issuance of a special land use permit, authorize the establishment of adult foster care group homes serving more than six persons in the following zoning districts: R-1, RT-1, RM-1, and RM-2. Such facilities shall be prohibited in all other districts.
 - (3) The city may, by issuance of a special land use permit, authorize the establishment of an adult foster care congregate facility in the following zoning districts: RM-1 and RM-2. Such facilities shall be prohibited in all other districts.
- (c) *Standards for adult foster care group homes.* Such homes shall be considered as a special land use subject to the requirements and standards of section 78-281 and the following additional standards:
[...]

(Ord. of 10-6-03)

Sec. 78-333. Height limit.

The height limitations of this chapter shall not apply to farm buildings, chimneys, church spires, flag poles, public monuments or wireless transmission towers excluding cellular telephone facilities; provided, however, that the zoning board of Appeals may specify a height limit for any such structure when such structure requires authorization as a special land use under section 78-281.

(Ord. of 10-6-03)

Sec. 78-202. Performance standards.

No use otherwise allowed shall be permitted within any district which does not conform to the following standards of use, occupancy, and operation, which standards are hereby established as the minimum requirements to be maintained within such area:

- (1) *Smoke.*
 - a. *Density.* It shall be unlawful for any person to permit the emission of any smoke from any source whatever to a density greater than that density described as No. 1 of the Ringlemann Chart.
 - b. *Exception.* Smoke, the shade or appearance of which is equal to but not darker than No. 2 of the Ringlemann Chart for a period, or periods, aggregating four minutes in any 30 minutes shall be permitted.
 - c. *Method of measurement.* For the purpose of grading the density of smoke, the Ringlemann Chart, as now published and used by the United States Bureau of Mines, which is hereby made a part of this chapter, shall be the standard. However, the Unbrascope readings of smoke densities may be used when correlated with Ringlemann's Chart.
 - d. Emission from fireplaces used for non-commercial or purpose shall be exempt.
- (2) *Dust, dirt and fly ash.*
 - a. *Quantity.* No person shall operate or cause to be operated, maintained or cause to be maintained, any process for any purpose, or furnace combustion device for the burning of coal or other natural or synthetic fuels, without maintaining and operating, while using such process or furnace or combustion device, recognized and approved equipment, means, method, device or contrivance to reduce the quantity of gasborne or airborne solids of fumes emitted into the open air, which is operated in conjunction with said process, furnace, or combustion device so that the quantity of gasborne or airborne solids shall not exceed 0.20 grains per cubic foot of the carrying medium at a temperature of 500 degrees Fahrenheit or as regulated the Michigan Department of ~~Environmental Quality MDEQ~~ Environment, Great Lakes, and Energy (EGLE).
 - b. *Method of Measurement.* For the purpose of determining the adequacy of such devices these conditions are to be conformed to when the percentage of excess air in the stack does not exceed 50 percent at full load. The foregoing requirement shall be measured by the A.S.M.E. Test Code for dust-separating apparatus. All other forms of dust, dirt and fly ash shall be completely eliminated insofar as escape or emission into the open air is concerned. The building official may require such additional data as is deemed necessary to show that adequate and approved provisions for the prevention and elimination of dust, dirt and fly ash have been made.

[...]

Sec. 78-313. General design standards.

- (a) All regulations within the city zoning ordinance applicable to setback, parking and loading, general provisions, and other requirements shall be met in relation to each respective land use in the development based upon zoning districts in which the use is listed as a principal permitted use. In all cases, the strictest provisions shall apply.
- (b) Notwithstanding subsection (a) of this section, deviations with respect to such regulation may be granted as part of the overall approval of the planned unit development, provided there are features or elements demonstrated by the applicant and deemed adequate by the city commission upon the recommendation of the planning commission designed into the project plan for the purpose of achieving the objectives of this section.
- (c) The uses proposed will have a beneficial effect, in terms of public health, safety, welfare, or convenience, on present and future potential surrounding land uses.
- (d) The uses proposed will not adversely affect the public utility and circulation system, surrounding properties, or the environment.
- (e) The public benefit shall be one which could not be achieved under the regulations of the underlying district alone, or that of any other zoning district.
- (f) The number and dimensions of off-street parking shall be sufficient to meet the minimum required by the ordinances of the city. However, where warranted by overlapping or shared parking arrangements, the planning commission or city commission may reduce the required number of parking spaces.
- (g) All streets and parking areas within the planning unit development shall meet the minimum construction and other requirements of city ordinances, unless modified by city planning commission.
- (h) Landscaping shall be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property.
- (i) Effort shall be used to preserve significant natural, historical, and architectural features and the integrity of the land, including ~~MDEQ Environment, Great Lakes, and Energy (EGLE)~~ regulated and non ~~MDEQ Environment, Great Lakes, and Energy (EGLE)~~ regulated wetlands or floodplains.
- (j) Thoroughfare, drainage, and utility design shall meet or exceed the standards otherwise applicable in connection with each of the respective types of uses served.
- (k) There shall be underground installation of utilities, including electricity and telephone.
- (l) The pedestrian circulation system, and its related walkways and safety paths, shall be separated from vehicular thoroughfares and ways.
- (m) Signage, lighting, landscaping, building materials for the exterior of all structure, and other features of the project, shall be designed and completed with the objective of achieving an integrated and controlled development, consistent with the character of the community, surrounding development or developments, and natural features of the area.
- (n) Where nonresidential uses adjoin off-site residentially zoned property, noise reduction and visual screening mechanisms such as earthen and/or landscape berms and/or decorative walls, shall be employed in accordance with section 78-206.
- (o) The proposed density of the planned unit development shall be no greater than that which would be required for each of the component uses (measured by stated acreage allocated to each use) of the development by the district regulations of the underlying zoning district.

(Ord. of 10-6-03)

Sec. 78-314. Procedure for review.

- (a) *Pre-application conference.* prior to the submission of an application for planned unit development approval, the applicant shall meet with the building official, together with any staff and consultants the building official deems appropriate. The applicant shall present at such conference, or conferences, at least a sketch plan of the proposed planned unit development, as well as the following information: Total size of the project; a statement of the number of residential units, if any; the number and type of nonresidential uses, the size of the area to be occupied by each type of use; the known deviations from ordinance regulations to be sought; the number of acres to be preserved as open or recreational space; and, all known natural features or historic features to be preserved.
- (b) *Preliminary plan.* Following the pre-application conference, the applicant shall submit a preliminary site plan of the proposed planned unit development. A narrative report shall accompany the site plan providing a description of the project, discussing the market concept of the project, and explaining the manner in which the criteria set forth in the preceding design standards has been met. The applicant may request that the planning commission review the preliminary PUD plans under this subsection and final PUD plans under subsection (c) of this section concurrently rather than under two separately phased applications.
- (1) *Information required.* The preliminary site plan for a PUD shall contain at a minimum the following information:
- a. One copy of the preliminary PUD site plan, reduced in size to 8½ by 11 inches, on clear acetate or similar material suitable for use with an overhead projector.
 - b. Sheet size of submitted drawings shall be at least 24 inches by 36 inches, with graphics and scale.
 - c. Plans providing:
 1. The applicant's name;
 2. Name of the development;
 3. The preparer's name and professional seal of architect, engineer, surveyor or landscape architect indicating license in the state;
 4. Date of preparation and any revisions;
 5. North arrow;
 6. Property lines and dimensions;
 7. Complete and current legal description and size of property in acres;
 8. Small location sketch of the subject site and area within ½ mile; and scale of no less than one inch equals 1,000 feet;
 9. Zoning and current land use of applicant's property and all abutting properties and of properties across any public or private street from the PUD site;
 10. Lot lines and all structures on the property and within 100 feet of the PUD property lines;
 11. Location of any access points on both sides of the street within 100 feet of the PUD site along streets where access to the PUD is proposed;
 12. Existing locations of significant natural, historical, and architectural features, existing drainage patterns, surface water bodies, floodplain areas, MDEQ Environment, Great Lakes, and Energy (EGLE) designated or regulated wetlands with supporting documentation and a tree survey indicating the location and diameter (in inches, measured four feet above grade) trees greater than 12 inches in diameter;

13. Existing and proposed topography at five-foot contour intervals, or two-foot contour intervals (two-foot intervals required for final site plan), and a general description of grades within 100 feet of the site;
14. Dimensions of existing and proposed right-of-way lines, names of abutting public streets, proposed access driveways and parking areas, and existing and proposed pedestrian and/or bicycle paths;
15. Existing buildings, utility services (with sizes), and any public or private easements, noting those which will remain and which are to be removed;
16. Layout and typical dimensions of proposed lots, footprints and dimensions of proposed buildings and structures; uses with the acreage allotted to each use. For residential developments: the number, type and density of proposed housing units;
17. General location and type of landscaping proposed (evergreen, deciduous, berm, etc.) noting existing trees and landscaping to be retained;
18. Size, type and location of proposed identification signs;
19. If a multiphase planned unit development is proposed, identification of the areas included in each phase. For residential uses identify the number, type, and density of proposed housing units within each phase;
20. Any additional graphics or written materials requested by the planning commission or city commission to assist the city in determining the appropriateness of the pud such as, but not limited to: aerial photography; market studies; impact on public primary and secondary schools and utilities; traffic impacts using trip generation rates recognized by the Institute of Transportation Engineers for an average day and peak hour of the affected roadways; impact on significant natural, historical, and architectural features and drainage; impact on the general area and adjacent property; description of how property could be developed under the regulations of the underlying district; preliminary architectural sketches; and estimated construction cost;
21. An explanation of why the submitted planned unit development plan is superior to a plan which could have been prepared under strict adherence to related sections of this chapter.

(2) *Planning commission action.* The preliminary plan shall be noticed for public hearing before the planning commission in accordance with section 78-377. Following the hearing, the planning commission shall review the preliminary site plan and shall take one of the following actions:

- a. *Approval.* Upon finding that the preliminary plan meets the criteria set forth in the purpose and intent and this section, the planning commission shall grant preliminary approval. Approval shall constitute approval of the uses and design concept as shown on the preliminary plan and shall confer upon the applicant the right to proceed to preparation of the final plan. Approval of the preliminary plan by the planning commission shall not bind the city commission to approval of the final plan.
- b. *Approval with changes or conditions.* The planning commission may grant conditional approval subject to modifications as performed by the applicant.
- c. *Postpone.* Upon finding that the preliminary plan does not meet the criteria set forth in the purpose and intent of this section, but could meet such criteria if revised, the planning commission may postpone action until a revised preliminary plan is resubmitted.
- d. *Denial.* Upon finding that the preliminary plan does not meet the criteria set forth in the purpose and intent of this section, the planning commission shall deny preliminary approval.

{...}

Sec. 78-21. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

[...]

~~Church, synagogue, temple, mosque, or similar religious facility~~ Religious institution: Any structure wherein persons regularly assemble for religious activity.

[...]

Sec. 78-42. Special land uses permitted after review and approval.

The following uses may be permitted by the planning commission subject to article 23, 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) ~~Churches-Religious institutions~~ and other facilities normally incidental thereto subject to section 78-300.
- (2) Parochial and private elementary, intermediate or secondary schools offering courses in general education, not operated for profit.
- (3) Uses and buildings of the city (without storage yards).
- (4) Group day care home for children subject to section 78-294.
- (5) Adult foster care small group home subject to section 78-295.
- (6) Private non-commercial recreational areas, institutional or community recreation centers or non-profit swimming pool clubs, all subject to the following conditions:
 - a. The proposed site, for any of the uses permitted herein, which would attract persons from or are intended to serve areas beyond the immediate neighborhood, shall have at least one property line abutting a major thoroughfare as designated on the major thoroughfare plan.
 - b. Front, side and rear yards shall be at least 80 feet wide, and shall be landscaped in trees, shrubs and grass. All such landscaping shall be maintained in a healthy condition.
 - c. Off-street parking shall be provided so as to accommodate not less than ½ of the member families and/or individual members. The planning commission may recommend the modification of the off-street parking requirements to the zoning board of appeals in those instances wherein it is specifically determined that the users will originate from the immediately adjacent areas, and will, therefore, be pedestrian. Prior to the issuance of a building permit or zoning compliance permit, bylaws of the organization and such other information of the organization as determined by the zoning board of appeals shall be provided in order to establish the membership involved for computing the off-street parking requirements. In those cases wherein the proposed use or organization does not have bylaws or formal membership, the off-street parking requirement shall be determined by the planning commission on the basis of usage.
 - d. Whenever a swimming pool is constructed under this chapter, such pool area shall be provided with a protective fence six feet in height and entry shall be provided by means of a controlled gate. All pools and accessory uses shall be constructed in accordance with the State Building Code.
 - e. Buildings erected on the premises shall not exceed one-story or 14 feet in height.
 - f. All lighting shall be shielded to reduce glare and shall be so arranged as to direct the light away from all residential lands which adjoin the site.
 - g. All parking shall be surfaced as required in the general provisions for off-street parking requirements.
 - h. The off-street parking and general site layout and its relationship to all adjacent lot lines shall be reviewed by the planning commission, who may impose any reasonable restrictions or requirements so as to ensure that contiguous residential areas will be adequately protected.

(7) Colleges, universities and other such institutions of higher learning, public and private, offering courses in general, technical or religious education and not operated for profit, all subject to the following conditions:

- a. Any use permitted herein shall be developed only on sites of at least 40 acres in area, and shall not be permitted on any portion of a recorded subdivision plat.
- b. No building shall be closer than 80 feet to any property line.

(8) Bed and breakfast operations shall be located only on major or collector thoroughfares as designated in the city's master plan and shall further be subject to section 78-287.

(9) Accessory buildings and uses customarily incident to any of the above special land uses.

(Ord. of 10-6-03)

Sec. 78-52. Special land uses permitted after review and approval.

The following uses may be permitted by the planning commission subject to section 23, 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) Churches~~Religious institutions~~ and other facilities normally incidental thereto subject to section 78-300.
- (2) Parochial and private elementary, intermediate or secondary schools offering courses in general education, not operated for profit section.
- (3) Uses and buildings of the city (without storage yards).
- (4) Group day care home for children subject to section 78-294.
- (5) Adult foster care small group home subject to section 78-295.
- (6) Private non-commercial recreational areas, institutional or community recreation centers or non-profit swimming pool clubs, all subject to the following conditions:
 - a. The proposed site, for any of the uses permitted herein, which would attract persons from or are intended to serve areas beyond the immediate neighborhood, shall have at least one property line abutting a major thoroughfare as designated on the major thoroughfare plan.
 - b. Front, side and rear yards shall be at least 80 feet wide, and shall be landscaped in trees, shrubs and grass. All such landscaping shall be maintained in a healthy condition.
 - c. Off-street parking shall be provided so as to accommodate not less than ½ of the member families and/or individual members. The planning commission may recommend the modification of the off-street parking requirements to the zoning board of appeals in those instances wherein it is specifically determined that the users will originate from the immediately adjacent areas, and will, therefore, be pedestrian. Prior to the issuance of a building permit or zoning compliance permit, bylaws of the organization and such other information of the organization as determined by the zoning board of appeals shall be provided in order to establish the membership involved for computing the off-street parking requirements. In those cases wherein the proposed use or organization does not have bylaws or formal membership, the off-street parking requirement shall be determined by the planning commission on the basis of usage.
 - d. Whenever a swimming pool is constructed under this chapter, such pool area shall be provided with a protective fence six feet in height and entry shall be provided by means of a controlled gate and in accordance with the state building codes.
 - e. Buildings erected on the premises shall not exceed one-story or 14 feet in height.
 - f. All parking shall be surfaced as required in the general provisions for off-street parking requirements.
 - g. The off-street parking and general site layout and its relationship to all adjacent lot lines shall be reviewed by the planning commission, who may impose any reasonable restrictions or requirements so as to ensure that contiguous residential areas will be adequately protected.
- (7) Colleges, universities and other such institutions of higher learning, public and private, offering courses in general, technical or religious education and not operated for profit, all subject to the following conditions:

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- a. Any use permitted herein shall be developed only on sites of at least 40 acres in area, and shall not be permitted on any portion of a recorded subdivision plat.
 - b. No building shall be closer than 80 feet to any property line.
- (8) Bed and breakfast operations shall be located only on major or collector thoroughfares as designated in the city's master plan and shall further be subject to section 78-287.
- (9) Accessory buildings and uses customarily incident to any of the above special land uses.
- (Ord. of 10-6-03; Ord. No. 2012-04, § 5, 11-5-12)

Sec. 78-62. Special land uses permitted after review and approval.

The following uses may be permitted by the planning commission subject to article 23, 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) General hospitals not to exceed four stories when the following conditions are met:
 - a. All such hospitals shall be developed only on sites consisting of at least five acres in area, and shall not be permitted on a lot or lots of record.
 - b. The proposed site shall have at least one property line abutting a major thoroughfare.
 - c. The minimum distance of any main or accessory building from bounding lot lines or streets shall be at least 100 feet for front, rear and side yards for all two-story structures. For every story above two, the minimum yard distance shall be increased by at least 20 feet.
 - d. Ambulance and delivery areas shall be provided with an obscuring screen in accordance with the provisions of section 78-206. Ingress and egress to the site shall be directly from a major thoroughfare.
 - e. All ingress and egress to the off-street parking area, for guests, employees, staff, as well as any other uses of the facilities, shall be directly from a major thoroughfare.
- (2) Convalescent or nursing homes, not to exceed a height of two-stories, when the following conditions are met:
 - a. The site shall be so developed as to create a land to building ratio on the lot or parcel whereby for each one bed in the convalescent home there shall be provided not less than 800 square feet of open space. The 800 square feet of land area per bed shall provide for landscape setting, off-street parking, service drives, loading space, yard requirements, employee facilities, and any space required for accessory uses. The 800 square-foot requirement is over and above the building coverage area.
 - b. No building shall be closer than 40 feet from any property line.
- (3) Adult dependent housing or assisted living facilities when the following conditions are met:
 - a. Adult dependent housing provided for in a multiple-family housing form with central dining facilities provided as a basic service to each unit. A community center for the overall development shall be provided to support recreational and social activities.
 - b. The following minimum requirements shall be provided for the elderly unit types permitted in subsection (3)a of this section:

1.	Density	Same as RM-1
2.	Minimum usable floor area, one- and two-bedroom	200 sq. ft. per person occupying each unit
3.	Building and height setbacks and percent coverage of site	Same as RM-1
4.	Off-street parking:	
	Residents	0.5 space/unit
	Guests	0.25 space/unit
5.	Maximum coverage:	

	Building	35%
	Parking	15%
	Open space (min.)	15%

6. Proposed housing developments will also be evaluated in terms of their convenience and/or accessibility by residents to various commercial, office and service facilities. Consideration shall be given to the type of facilities proposed, resident needs, effective proximity to service facilities and transportation services to these facilities.

7. All spacing shall meet the requirements of section 78-191, footnote (d).

- (4) ~~Churches~~ Religious institutions and other facilities subject to section 78-300.
- (5) Parochial and private elementary, intermediate, or secondary schools offering courses in general education, not operated for profit.
- (6) Uses and buildings of the city or government.
- (7) Bed and breakfast operations subject to section 78-287.
- (8) Adult foster care large group home.
- (9) Adult foster care congregate facility.

(Ord. of 10-6-03; Ord. No. 2012-04, § 6, 11-5-12; Ord. No. 21-03, 11-1-21)

Sec. 78-71. Principal uses permitted.

In an O-1, office service district, 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 chapter:

Permitted uses:

- (1) Office buildings for any of the following occupations: governmental, executive, administrative, professional, accounting, writing, clerical, stenographic, drafting, sales, post offices and public utility offices.
- (2) Medical office and dental office, including clinics.
- (3) Facilities for human care such as convalescent homes.
- (4) ~~Churches~~ Religious institutions.
- (5) Banks, credit unions, savings and loan associations, and other financial institutions including drive-through facilities, drive-through branches, and/or 24-hour automatic tellers.
- (6) Private clubs and lodge halls.
- (7) Off-street parking lots.
- (8) Business schools or private schools operated for profit.
- (9) Clinics and veterinary facilities provided there are no outdoor animal runs or other outdoor facilities for animals.
- (10) Meeting halls and related services.
- (11) Other uses similar to the above uses.
- (12) Accessory structures and uses customarily incident to the above permitted uses.
- (13) Residential uses shall be permitted provided such living units are located on the second floor or above.

(Ord. of 10-6-03; Ord. No. 2013-06, § 4, 10-21-13)

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~~ Religious institutions, 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.

[...]

- (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~~religious institution -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~~religious institution worship services) and assemblies, a description of the method(s) of traffic control, and a traffic impact study 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.

[...]

- (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.

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- 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~~ religious institution, 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.

[...]

Sec. 78-163. Parking requirements, layout, standards, and off-street loading and unloading.

(a) *Off-street parking requirements.* Within the Ann Arbor Road Corridor zoning district, off-street parking facilities for the storage or parking of self-propelled motor vehicles for the use of occupants, employees and patrons of the buildings hereafter erected, altered or extended after the effective date of this Article, shall be provided and maintained as provided herein and in accordance with subsections (b) and (c). Such space shall be maintained and shall not be encroached upon so long as said main building structure remains, unless an equivalent number of such spaces are provided elsewhere in conformance with this article.

[...]

(11) *Table of parking requirements.* The amount of required off-street parking space for new uses or buildings, and additions or alterations to existing buildings, as specified in preceding paragraphs, shall be determined in accordance with the following table. The space so required shall be stated in the application for a building permit and certificate of occupancy and shall be a continuing obligation of the owner, except as provided in subsection (a)(9) of this section.

Use	Required Number of Parking Spaces per Unit of Measure
<i>Residential</i>	
One-family dwelling, two-family dwelling	Two (2) per dwelling unit
Multiple dwelling, terrace apartment dwellings and efficiency apartments, townhouses and stacked flats	Two (2) per dwelling unit
Elderly housing—Assisted living	One per four units plus One per employee based on the greatest number of employees in any one shift.
Elderly housing—Congregate care	One per two units plus One per employee based on the greatest number of employees in any one shift.
Elderly housing—Independent living	One per unit plus One per employee based on the greatest number of employees in any one shift.
<i>Institutional</i>	
Churches, temples Religious institutions or auditoriums incidental to schools	One per three seats or One per six feet of bench in main assembly unit based on maximum seating capacity
Convent, nurses' home or other dormitory	One per two bedrooms plus Two for manager
Libraries, museums	One per 500 square feet of gross floor space plus One per employee based on the greatest number of employees in any one shift.
Post office	One per 200 square feet of usable floor area plus

	One space per employee based upon the greatest number of employees in any one shift.
Public utility	One per employee based on the greatest number of employees in any one shift.
Child care centers, day care centers, nursery schools	One per 400 square feet of usable floor area plus One per employee based upon the greatest number of employees in any one shift.
Municipal offices	One per four seats based on the maximum seating capacity of the main meeting room plus One per two employees based on the greatest number of employees in any one shift.

[...]

Sec. 78-181. Principal uses permitted.

- (a) In the mixed use district, 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 chapter:
- (1) One-family detached dwellings.
 - (2) Two-family dwellings.
 - (3) Home occupation, subject to the following:
 - a. No home occupation shall be permitted that:
 1. Changes the outside appearance of the dwelling and/or property.
 2. Creates noise, vibration, glare, fumes, odors or results in electrical interference, or becomes a nuisance.
 3. Results in outside storage or display of anything including signs except for nameplate as may otherwise be allowed herein.
 4. Requires the employment of anyone in the home other than the dwelling occupant.
 5. Requires exterior building alterations to accommodate the occupation.
 6. Occupies more than 25 percent of the floor area of the dwelling or utilizes a garage or other accessory building.
 7. Requires parking for customers that cannot be accommodated on the existing driveway and/or not exceeding one parking space at curbside on the street.
 8. Requires the delivery of goods or the visit of customers before 7:00 a.m. or after 8:00 p.m.
 - b. The following are permitted home occupations provided they do not violate any of the provisions of subsection (3)a of this section:
 1. Dressmaking, sewing and tailoring.
 2. Painting, sculpturing, writing or photography.
 3. Telephone answering.
 4. Home crafts, such as model making, rug weaving and lapidary work.
 5. Teaching or music lessons limited to four students at a time.
 6. Computer operations.
 7. Salesperson's office or home office of a professional person.
 8. Laundering and ironing.
 9. Repair of clocks, instruments or other small appliances which do not create a nuisance due to noise, vibration, glare, fumes, odors or results in electrical interference.
 10. Day care home (family).
 - c. The following are prohibited as home occupations:
 1. Barbershops and beauty parlors.
 2. Dance studios.
 3. Private clubs.

-
4. Repair shops which may create a nuisance due to noise, vibration, glare, fumes, odors or electrical interference.
 5. Restaurants.
 6. Stables or kennels.
 7. Tourist homes.
 8. Automobile repair or paint shops.
- d. Any proposed home occupation that is neither specifically permitted by subsection (3)b of this section nor specifically prohibited by subsection (3)c of this section shall be considered a special use and be granted or denied upon consideration of those standards contained in subsection (3)a of this section and under the procedures specified in section 78-281.
 - e. Home occupation permits shall be limited to the applicant who legally resides in the residence.
- (4) Churches Religious institutions -and other facilities normally incidental thereto subject to the following conditions:
- a. Buildings of greater than the maximum height allowed in Article XVII of this chapter may be allowed provided front, side and rear yards are increased above the minimum required yards by one foot for each foot of building height that exceeds the maximum height allowed and in no instance shall a principal building be set back less than 15 feet from abutting properties zoned for residential use.
 - b. Non-profit day care centers may be located in a church-religious institution building as an accessory use to a ~~church~~ religious institution.

[...]

Sec. 78-204. Exterior lighting.

(a) *Residential lighting standards.*

- (1) All outdoor lighting in residential use districts used to light the general area of a site shall be shielded or directed in a manner which reduces glare and shall be so arranged as to reflect objectionable lights away from all adjacent residential districts or adjacent residences.

(b) *Non-residential lighting standards.*

- (1) *Time period.* Required lighting shall be turned off daily from ½ hour before sunrise to ½ hour after sunset.
- (2) *Permitted lighting.* Only non-glare, color-corrected lighting shall be permitted. In commercial and industrial districts, full cutoff shades are required for light sources higher than 15 feet so as to direct the light onto the site and away from adjoining properties. The lighting source shall not be directly visible from adjoining properties. Lighting shall be shielded so that it does not cause glare for motorists.

(3) *Intensity.*

- a. *Site lighting.* Lighting for uses adjacent to residential properties shall be designed and maintained such that illumination levels do not exceed 0.1 foot-candles along property lines. Lighting for uses adjacent to non-residential properties shall be designed and maintained such that illumination levels do not exceed 0.3 foot-candles along property lines. The light intensity provided at ground level shall be a minimum of 0.3 foot-candle anywhere in the area to be illuminated. Light intensity shall average a minimum of 0.5 foot-candle over the entire area, measured five feet above the surface.
- b. *Parking lots.* Parking lot illumination levels shall conform to the following standards:
 1. For residential uses, ~~churches religious institutions~~, schools and child care facilities, all parking lots must be illuminated at levels of at least 0.4 but not exceed 0.6 foot-candles.
 2. For non-residential uses, illumination levels shall be a function of the size of the parking lot:

Size	Minimum Illumination
Small (5—10 spaces)	0.4
Medium (11—99 spaces)	0.6
Large (100+ spaces)	0.9

- (4) *Height.* Except as noted below, lighting fixtures shall not exceed a height of 25 feet or the height of the building, whichever is less, measured from the ground level to the centerline of the light source. Fixtures should provide an overlapping pattern of light at a height of seven feet above ground level (See attached diagram). The planning commission may modify these height standards in the commercial and industrial districts, based on consideration of the following: the position and height of buildings, other structures, and trees on the site; the potential off-site impact of the lighting; the character of the proposed use; and, the character of the surrounding land use. In no case shall the lighting exceed the maximum building height in the district in which it is located. More specifically, in industrial districts the height of lighting fixtures may be equal to the height of the principal building on the site on which the lighting is located, provided that such lighting does not exceed 30 feet and is located at least 200 feet from any residential district.
- (5) *Sign lighting.* Signs shall be illuminated in accordance with the regulations set forth in the adopted sign ordinance, article XIX.

- (6) *Site plan requirements.* All lighting, including ornamental lighting, shall be shown on site plans in sufficient detail with appropriate photometric studies to allow determination of the effects of such lighting upon adjacent properties, traffic safety, and overhead sky glow. The objective of these specifications is to minimize undesirable off-site effects. Building or roof mounted lighting intended to attract attention to the building and/or use and not strictly designed for security purposes shall not be permitted. Temporary holiday lighting and decorations are exempt from the aforementioned provisions.

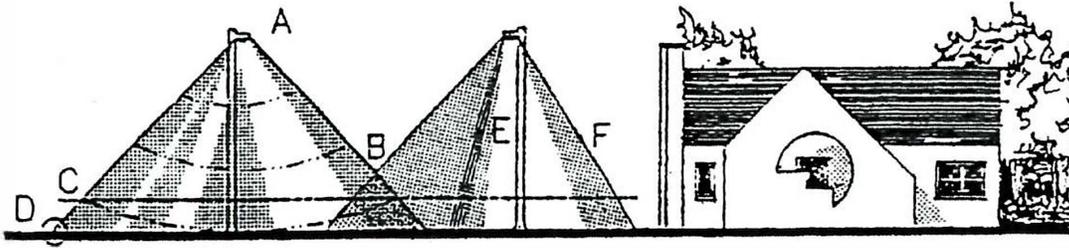


Diagram Notes

- A. Non-glare, color corrected lighting with full cutoff shades for commercial and industrial sites, on daily from a ½ hour after sunset to a ½ hour before sunrise.
- B. Overlapping light pattern at approximately seven feet.
- C. Average minimum light intensity: 0.5 foot-candle, not to exceed a maximum of 20 foot-candles, measured five feet above the surface.
- D. Minimum light intensity at ground level, anywhere on site: 0.3 foot-candle.
- E. Maximum height: Twenty-five feet or height of building, whichever is less, unless modified by planning commission.
- F. Light directed away from adjoining properties. Uses adjacent to residential properties must maintain illumination levels not to exceed 0.1 foot-candles at the property line, and uses adjacent to non-residential properties must maintain levels not to exceed one foot-candle.
- G. For residential uses, ~~churches~~ religious institutions, schools, and child care facilities, all parking lots must maintain illumination levels of at least 0.4 but not exceed 0.6 foot-candles. For non-residential uses, illumination levels shall be a function of the size of the parking lot (see section 78-204(b)(3)b.)

(Ord. of 10-6-03)

Sec. 78-242. Submitted for approval.

A site plan shall be submitted to the city for approval of:

- (1) Any development, except single-family and two-family residential, for which off-street parking areas are provided as required in section 78-271. In those instances where a change in use is proposed that does not require an increase in parking demand, such use shall only require the review of the building official provided, however, the building official may request the review of the planning commission.
- (2) Any use in an RM, OS, B, I or P district lying contiguous to, or across a street from, a single-family residential district.
- (3) Any use or change of use, except single-family or two-family residential.
- (4) All residentially related uses permitted in a single-family district such as, but not limited to, churches religious institutions, schools and public facilities.
- (5) Site plans for all subdivisions, site condominiums, cluster housing and multiple-family developments involving more than one building.
- (6) Special land uses in all zoning districts.
- (7) Wireless communication towers.
- (8) Any proposal to build, expand, or decrease an off-street parking lot.
- (9) Any request to add a use on an existing site, including expansion in area, volume or intensity of an existing use.
- (10) Any other change in use or development that could affect compliance with the standards set forth in this chapter.
- (11) All uses not otherwise included within a specific use district.

The building official shall not issue a building permit for construction of, addition to, any one of the above listed buildings or structures until a final site plan therefore has been approved and is in effect. A use, not involving a building or structure, as above listed, shall not be commenced, or expanded nor shall the building official issue a certificate of occupancy for such use, until a final site plan has been approved and is in effect.

No grading, removal of trees or other vegetation, land filling, or construction of improvements shall be commence for any development for which site plan approval is required until a final site plan is approved and is in effect, except as otherwise provided in this article.

For changes of use and site alterations or building expansions, the Planning Commission shall determine the extent of improvement required in relation to the extent of change proposed. In particular the Planning Commission may require changes to improve public safety, closure or redesign of driveways, redesign or resurfacing of parking and loading areas, installation of curbing, replacement or additions to landscaping or screening, upgrades to lighting, relocation and enclosure of waste receptacles, and upgrades to the building exterior.

Site alterations shall rectify or eliminate existing nonconforming site features such as nonconforming landscaping, parking, lighting, drainage, etc. However, the elimination of nonconformities shall be restricted to those areas of the site proposed for alteration and not necessarily the entire site.

(Ord. of 10-6-03; Ord. No. 2012-02, § 3, 1-3-12; Ord. No. 2012-04, § 11, 11-5-12)

Sec. 78-270. Off-street parking requirements.

- (a) There shall be provided in all districts at the time of erection or enlargement of any main building or structure, automobile off-street parking space with adequate access to all spaces. The number of off-street parking spaces, in conjunction with all land or building uses, shall be provided prior to the issuance of a certificate of occupancy, as hereinafter prescribed.
- (1) Off-street parking for other than residential use and other than those spaces accommodated by payment in lieu of parking as approved by the city commission shall be either on the same lot or within 300 feet of the building it is intended to serve, measured by public right-of-way from the nearest point of the building to the nearest point of the off-street parking lot. Ownership of the parking lot must be the same as the building. Spaces may be leased from municipal lots or other lots controlled by the city or downtown development authority (DDA), provided such spaces are within 300 feet of the building and the lease is not in default. Rate and terms of the leased spaces shall be determined by the city commission. Default of a parking lease agreement will constitute a violation and enforcement by the city.
 - (2) Residential off-street parking spaces shall consist of parking spaces, driveways, garage, or combination thereof and shall be located on the premises they are intended to service, and subject to the provisions of section 78-273.
 - (3) Unless otherwise provided herein, off-street parking shall not be permitted in any required or non-required front yard, except for use of the driveway. Off-street parking shall be permitted within the required side or rear yard setbacks, provided a minimum five foot setback is maintained between off-street parking and the side and rear lot lines of all adjoining properties. This requirement may be waived or modified by the planning commission for sites where there is limited land area available to meet the strict requirements of this section or for sites where it is possible to provide additional landscaping or screening to buffer parking from adjoining uses and a public road right-of-way.
 - (4) Any area once designated as required off-street parking shall not be changed to any other use unless and until equal facilities are provided elsewhere.
 - (5) Off-street parking existing at the effective date of this chapter in connection with the operation of an existing building or use shall not be reduced to an amount less than hereinafter required for a similar new building or use.
 - (6) Two or more buildings or uses may collectively provide the required off-street parking, in which case the required number of parking spaces shall not be less than the sum of the requirements for the several individual uses computed separately.
 - (7) In the instance of dual function of off-street parking spaces where operating hours of buildings do not overlap, the zoning board of appeals may grant a variance from the parking requirements of this chapter.
 - (8) The storage of merchandise, motor vehicles for sale, trucks, or the repair of vehicles is prohibited.
 - (9) For those uses not specifically mentioned, the requirements for off-street parking facilities shall be in accord with a use which is similar in type as noted in section 78-271 below.
- Units and methods of measurement. For the purpose of determining off-street parking requirements, the following units of measurement shall apply:
- a. *Floor area:* Where floor area is the unit for determining the required number of off-street parking spaces, said unit shall mean the gross floor area, except that floor area's within the principal

building used for parking, incidental service and storage, housing of mechanical equipment, heating systems and similar uses need not be included.

- b. *Employees:* For requirements stated in terms of employees, the calculation shall be based upon the maximum number of employees likely to be on the premises during the largest shift.
- c. *Places of assembly:* In stadiums, sports arenas, churches religious institutions and other places of assembly in which those in attendance occupy benches, pews, or other similar seating facilities, each 24 inches of such shall be counted as one seat. In cases where a place of assembly has both fixed seats and open assembly area, requirements shall be computed separately for each type and added together.
- d. *Fractional requirements.* When units or measurements determining number of required parking spaces result in requirement of a fractional space, any fraction shall require one parking space.

(10) Parking requirements within the B-2 central business district.

- a. Within the B-2 central business district only, parking required for principal uses permitted or special land uses permitted (Sections 78-101 and 78-102) shall be based upon a parking rate according to the following schedule:

Residential	Two (2) spaces for each dwelling unit
Retail	One space for each 500 sq. ft. of gross floor area
Office	One space for each 500 sq. ft. of gross floor area
Medical Office	One space for each 250 sq. ft. of gross floor area
Restaurant	One space for each 250 sq. ft. of gross floor area

The above parking schedule and requirements for off-street parking shall be required for all new development. For existing development where there is a proposed intensification of use which requires additional parking, a property owner or developer will be responsible for that portion which is greater than the parking required for the current use. For example, an existing retail use which is being converted to a restaurant use shall require additional parking for that portion of restaurant parking over and above what is previously credited for retail use.

The planning commission and/or city commission may also consider previously assigned parking credits established by payment in lieu of parking or by other previously approved parking arrangements recognized by the city. It is the responsibility of the property owner or applicant to provide written documentation on the existence of prior parking credits. These credits or payments in lieu of parking may be considered for fulfilling all or a portion of the off-street parking requirements of subsection 78-270(10).

- b. Uses other than those listed above shall meet the parking requirements of section 78-271.
- c. The planning commission or city commission may, at their discretion, modify the numerical requirements for off-street parking, based on evidence provided by the applicant that indicates that another standard would be more reasonable because of the level of current or future employment and/or the level of current or future customer traffic. The planning commission or city commission may also consider parking standards such as the Institute Of Transportation Engineers (ITE) or other documented parking standards or studies, including shared parking/collective parking arrangements and/or peak/non-peak parking demand. The planning commission or city commission may also consider prior arrangements or written agreements established before December 31, 2011, which satisfies required parking for the downtown or B-2 zoning district.

- d. Within the B-2 central business district only, for all buildings which include a mix of uses, the total number of parking spaces required by each separate use shall be divided by a sharing factor according to the following matrix:

	Residential	Retail	Office
Residential	1	1.2	1.4
Retail/Restaurant	1.2	1	1.2
Office	1.4	1.2	1

(modified from SmartCode)

For projects involving more than two land uses, the sharing factor shall be based upon the highest sharing factor of all land uses. A minimum floor area of at least twenty-five (25%) percent of the total building area for each shared land use shall be required in order to be eligible for a sharing factor.

- e. In the interest of creating a viable central business district and to enhance the goal of separation of pedestrian and vehicular requirements, it is the goal of the City of Plymouth to encourage development of strategically located parking lots. These strategically located parking lots are developed largely out of public support to discourage the indiscriminate location or small dysfunctional parking spaces and the creation of a compatible and aesthetic arrangement of land uses. In keeping with this policy, the provision of off-street parking requirements as herein provided may be waived or modified by resolution of the city commission.
- In lieu thereof, the city commission may determine that the number of spaces normally required at the time of erection, enlargement or change of use of any building or structure requiring off-street parking space pursuant to section 78-270(a)(10), may be provided in the form of lease payments, special assessments, or other forms of payment in lieu of parking according to policies established by resolution of the city commission. In establishing such policy, the city commission shall take into account the current inventory and future needs of B-2 parking, as well as the benefit to the private owners and to the public from such parking which would subsequently be provided by the city. In implementing such policy, the city commission shall assure that the future needs for parking in the B-2 shall be adequately met by such alternative fee arrangements in lieu of parking. Payments in lieu of parking requirements are non-refundable.
- f. Requirements for off-street parking may be waived or modified as part of a planned unit development (PUD).
- g. Parking within the B-2 zoning district shall comply with barrier free/accessible parking requirements of the State Construction Code.
- h. Within the B-2 zoning district, a change of use or an intensification of land use which requires additional parking shall not be entitled to the non-conforming use status as provided in section 78-352 or section 78-353 and assumed parking exemptions. Such change of use shall be required to provide parking in accordance with this section.
- (b) Off-street parking for other than residential use and other than those spaces accommodated by payment in lieu of parking as approved by the city commission shall be either on the same lot or within 300 feet of the building it is intended to serve, measured by public right-of-way from the nearest point of the building to the nearest point of the off-street parking lot. When any required off-street parking is provided, not upon the same lot, but a lot within 300 feet of the building it is intended to serve, documentation meeting the requirements for recording at the register of deeds, shall be provided reflecting that the ownership of the realty (upon which parking is located) has given to the owner of the realty (upon which the building requiring the parking is located), a permanent right of use for the required number of parking spaces.

(Ord. of 10-6-03; Ord. No. 2007-01, § 6, 5-21-07; Ord. No. 2012-02, §§ 4—6, 1-3-12; Ord. No. 2012-04, § 13, 11-5-12; Ord. No. 23-01, 1-17-23)

Sec. 78-271. Schedule.

The minimum number of off-street parking spaces by type of use shall be determined in accordance with the following schedule:

Use		Number of Minimum Parking Spaces Per Unit of Measure
(1)	<i>Residential:</i>	
	a.	Residential, one-family and two-family
	b.	Residential within the B-2 central business district
	c.	Residential, multiple-family
	d.	Housing for the elderly
	e.	Mobile home park
	f.	Rooming houses and rooming units
(2)	<i>Institutional:</i>	
	a.	Churches, temples, or places of worship <u>Religious institutions.</u>
	b.	Hospitals
	c.	Convalescent and/or nursing homes
	d.	Municipal recreation centers
	e.	Elementary and junior high schools
	f.	Senior high schools trade school, colleges and universities.
	g.	Private clubs or lodge halls

			by local, county or state fire, building or health codes.
	h.	Private golf clubs, swimming pool clubs, tennis clubs or other similar uses	One for each two member families or individuals plus spaces required for each accessory use such as a restaurant or bar.
	i.	Golf courses, including par-3, open to the general public, except miniature courses	Six for each one golf hole and one for each one employee, plus spaces required for each accessory use, such as a restaurant or bar.
	j.	Fraternity or sorority	One for each five permitted active members, or one for each two beds, whichever is greater.
	k.	Stadium, sports arena or similar place of outdoor assembly	One for each three seats six feet of benches, (bleachers), whichever is greater.
	l.	Theaters and auditoriums	One for each three seats plus one for each two employees.
	m.	Nursery school, day nurseries or child care centers	One for each 150 square feet of usable floor area.
	n.	Library and museums	One for each 150 square feet of usable floor area.
	o.	Post office	One for each 100 square feet of lobby area plus one for each employee.

[...]

Sec. 78-282. Adult regulated uses.

In the development and implementation of this section, it is recognized that there are certain uses, which by their very nature are recognized as having serious objectionable operational characteristics (particularly when several of them are concentrated in a small area), thereby having a deleterious effect on surrounding neighborhoods. Regulation of the location of these uses is necessary to ensure that the adverse effects of such businesses will not cause or contribute to the blighting or downgrading of the city's residential neighborhoods or commercial centers. The proximity of adult uses to certain uses considered particularly susceptible to the negative impacts or the concentration of adult uses tends to erode the quality of life, adversely affect property values, disrupt business investment, encourage residents and businesses to move or avoid the community, increase crime and contribute a blighting affect on the surrounding area. It is the intent of this section to provide reasonable regulations for the establishment of adult regulated uses in a viable, accessible location where the adverse impact of their operations may be minimized.

The permitted or special approval uses permitted in any given zoning district, and listed below, shall be subject, unless otherwise required by the planning commission, to all the following conditions and regulations regarding site development.

- (a) *Definitions for adult regulated uses.* The following uses are regulated by this subsection.
- (1) *Adult entertainment business.* One or a combination of more than one of the following types of businesses: adult bookstore, adult motion picture theater, adult mini-motion theater, adult personal service business, adult novelty business, or adult nightclub.
 - (2) *Adult book or supply store.* An establishment having as a principle activity the sale of books, magazines, newspapers, video tapes, video discs and motion picture films which are characterized by their emphasis on portrayals of human genitals and pubic regions or acts of human masturbation, sexual intercourse or sodomy.
 - (3) *Adult motion picture theater.* An enclosed building with a capacity of 50 or more persons having as a principal activity displaying motion pictures characterized by their emphasis on portrayals of human genitals and pubic regions or acts of human masturbation, sexual intercourse or sodomy for observation by patrons therein.
 - (4) *Adult mini-motion picture theater.* An enclosed building having as a principal activity the presenting of material characterized by emphasis of portrayals of human genitals and pubic regions or acts of human masturbation, sexual intercourse or sodomy for observation by patrons therein in individual viewing booths.
 - (5) *Adult novelty business.* A business which has a principal activity the sale of devices of simulated human genitals or devices designed for sexual stimulation.
 - (6) *Adult personal service business.* A business which has as a principle activity a person, while nude or partially nude, providing personal services for a person on an individual basis in a closed room. It includes, but it is not limited to, the following activities and services; massage parlors, exotic rubs, modeling studios, body painting studios, wrestling studios, individual theatrical performances. It does not include activities performed by persons pursuant to, and in accordance with, licenses issued to such persons by the State of Michigan.
 - (7) *Adult night club.* A business with the principal activity of providing entertainment by nude or partially nude performers.
 - (8) *Principal activity.* A use accounting for more than 20 percent of a business' stock in trade, display space, floor space, live entertainment time or movie display time per year.

(b) *Required spacing.* The establishment of the types of adult regulated uses listed in above, shall meet all of the following space requirements; with the distance between uses measured horizontally between the nearest point of each property line:

- (1) At least 1,000 feet from any other adult regulated use;
- (2) At least 500 feet from all ~~churches, convents, temples and similar~~ religious institutions;
- (3) At least 500 feet from all public, private or parochial nurseries, primary or secondary schools, playgrounds, licensed child care facilities, and hospitals;
- (4) At 500 feet from any one-family or multiple-family residential district or use;
- (5) At 500 feet from any pool or billiard hall, coin-operated amusement center, indoor and outdoor recreation such as miniature golf, dance club catering primarily to teenagers, movie theaters, ice or roller skating rinks, and similar uses frequented by children and teenagers.

(c) *Special site design standards.*

- (1) Maximum size of the building shall be 3,000 square feet.
- (2) The building and site shall be designed, constructed and maintained so material such as a display, decoration, or sign depicting, describing, or relating to activities or merchandise within the structure cannot be observed by pedestrians, motorists on a public right-of-way or from an adjacent land use.
- (3) Adult regulated uses shall be located within a free-standing building. A shared or common wall structure or shopping center is not considered to be a free-standing building.
- (4) The color of the building materials shall be subject to approval by the planning commission.
- (5) A 4½ foot high brick or masonry wall shall be constructed to screen the parking lot from the adjacent public rights-of-way. The planning commission may permit use of landscaping in place of a wall.
- (6) No person shall reside in or permit any person to reside in the premises of an adult regulated use.
- (7) No person operating an adult regulated use shall permit any person under the age of 18 to be on the premises of said use either as an employee or customer.
- (8) Adult regulated uses shall comply with all applicable federal, state, and local licensing regulations. Initial and annual proof of such compliance shall be a condition of special use approval and the continuance thereof and shall be in accordance with this section.

(Ord. of 10-6-03)

Sec. 78-296. Religious institutions.

- (a) The following regulations shall apply to all religious institutions, ~~including churches, synagogues, temples,~~ and any associated structures utilized for educational purposes:
- (1) *Lot width.* The minimum lot width for religious institutions shall be 200 feet.
 - (2) *Lot area.* The minimum lot area for religious institutions shall be three acres.
 - (3) *Parking setback.* Off-street parking shall be prohibited in the front setback area and within 15 feet of the rear or side property line.
 - (4) *Building setback.* Religious institutions shall comply with the following building setback requirements:
Front yard: 50 feet
Side Yards: 30 feet
Rear yards: 50 feet
 - (5) *Frontage and access.* Religious institutions shall be located on streets which have a paved road having an existing or proposed right-of-way at least 86 feet.
 - (6) *Landscaping.* Religious institutions shall comply with the landscaping requirements set forth in this chapter.
 - (7) *Sole use of site* Religious institutions and associated educational facilities shall be the sole use of the site and shall not be located in a multi-tenant building.

(Ord. of 10-6-03)

Sec. 78-333. Height limit.

The height limitations of this chapter shall not apply to farm buildings, chimneys, ~~church~~ religious institution spires, flag poles, public monuments or wireless transmission towers excluding cellular telephone facilities; provided, however, that the zoning board of Appeals may specify a height limit for any such structure when such structure requires authorization as a special use under section 78-281.

(Ord. of 10-6-03)

Sec. 78-6. Vested right.

~~It is hereby expressly declared that nothing in this chapter be held or construed to give or grant to any person, firm, or corporation any vested right, license, privilege or permit. Nothing in this chapter should be interpreted or construed to give rise to any permanent vested rights in the continuation of any particular use, district, zoning classification or any permissible activities therein; and, they are hereby declared to be subject to subsequent amendment, change or modification as may be necessary to the preservation or protection of public health, safety and welfare.~~

(Ord. of 10-6-03)

Sec. 78-386. ~~Reserved~~Vested right.

~~Nothing in this chapter should be interpreted or construed to give rise to any permanent vested rights in the continuation of any particular use, district, zoning classification or any permissible activities therein; and, they are hereby declared to be subject to subsequent amendment, change or modification as may be necessary to the preservation or protection of public health, safety and welfare.~~

(Ord. of 10-6-03)

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 amendments which update Sections Secs. 78-133; 78-92, 78-102, 78-112, 78-161, 78-181, 78-216, 78-261, 78-281, 78-282, 78-295, 78-333; 78-202, 78-313, 78-314; 78-21, 78-42, 78-52, 78-62, 78-71, 78-163, 78-204, 78-242, 78-270, 78-271, 78-296; and 78-6, 78-386 of the City's Zoning Ordinance, and
- WHEREAS The Planning Commission held a public hearing on January 14, 2026, to receive public comment about the zoning ordinance amendments, 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 zoning ordinance amendments to Sections Secs. 78-133; 78-92, 78-102, 78-112, 78-161, 78-181, 78-216, 78-261, 78-281, 78-282, 78-295, 78-333; 78-202, 78-313, 78-314; 78-21, 78-42, 78-52, 78-62, 78-71, 78-163, 78-204, 78-242, 78-270, 78-271, 78-296; and 78-6, 78-386.

NOW THEREFORE BE IT FURTHER RESOLVED THAT the City Commission directs the City Clerk to publish the zoning ordinance amendments 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: Chris S. Porman, City Manager
CC: S:\Manager\Porman Files\Memorandum - Quick Zoning Ordinance Amendments - 3rd Batch - 1st Reading - 3-2-26.docx
Date: February 24, 2026
RE: Zoning Ordinance Amendments – 3rd Batch – 1st Reading

Background

Following the Zoning Audit that began in 2022, 26 “quick” amendments were identified as areas for updates/corrections/clarifications. The reasons included alignment with state law, outdated language in terminology or phrasing used and inconsistencies with the Master Plan.

This is the third batch of changes as the Commission just had the second and final reading of the second batch. Again, the Sub-Committee of the Planning Commission has been meeting monthly to review and address these proposed changes. The Planning Commission held a Public Hearing on December 10, 2025, and the Planning Commission voted to postpone this potential change for further discussion and clarification. During the January 14, 2026 meeting, the Planning Commission unanimously recommended approval to the City Commission. This change can be summarized as allowing e-commerce options in the B-1, B-2, and MU zoning districts, which accommodates modern business activities.

We have attached a memorandum from our Planning Director Greta Bolhuis, which provides extensive additional background information. In addition, we have included a tracked change version of the pertinent ordinance changes for ease of reading and understanding of the changes. Furthermore, the Meeting Minutes of the December 10, 2025, and January 14, 2026, Planning Commission are attached.

RECOMMENDATION:

The City Administration recommends that the City Commission complete a first reading of the proposed zoning ordinance amendments as presented and approve the same. In addition, City Administration recommends the City Commission set the second reading for their next regular City Commission meeting, which is on March 16, 2026.

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 contact Greta Bolhuis or myself.



CITY OF PLYMOUTH

www.plymouthmi.gov

201 S. Main
Plymouth, Michigan 48170

Phone 734-463-1234
Fax 734-465-1892

ADMINISTRATIVE RECOMMENDATION

To: Chris Porman, City Manager
From: Greta Bolhuis, AICP, Planning and Community Development Director
Date: February 24, 2026
Re: Zoning Ordinance Amendments to Sections 78-91, 78-101, 78-182

A handwritten signature in black ink, appearing to read "GB", is written over the "From:" line of the header.

BACKGROUND:

In 2022, the City contracted with Carlisle Wortman to complete an audit of the city zoning ordinances to identify:

- Inconsistencies with the Master Plan and Future Land Use Map
- Ordinance language that is inconsistent with other laws
- Outdated ordinance language

As part of the audit, 26 quick zoning ordinance amendment tasks were identified. The Zoning Audit Sub-Committee of the Planning Commission has been meeting monthly to review and address these matters. A public hearing was held on December 10, 2025 at the Planning Commission meeting, at which time the Commission voted to postpone for additional clarification. On January 14, 2026 the amendment was recommended to the City Commission for approval, which include:

Secs. 78-91, 78-101, 78-182. Allow for e-commerce options in the B-1, B-2, and MU Zoning Districts.

Reasoning: Update to accommodate modern business activities.

The proposed zoning ordinance amendments are attached for your review. The City Attorney has reviewed the proposed changes. The December 2025 and January 2026 Planning Commission meeting minutes are also attached.

RECOMMENDATION:

Staff recommends that the City Commission complete a first reading of the proposed zoning ordinance amendments, as presented and approve the same. Staff further recommends the City Commission set the second reading of the proposed language at the next regular City Commission meeting.

If you have any questions, please contact me directly.

Sec. 78-91. Principal uses permitted.

In a B-1, local business district, 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 chapter.

Permitted uses:

- (1) Office buildings for any of the following occupations: governmental, executive, administrative, professional, accounting, writing, clerical, stenographic, drafting, sales, post offices and public utility offices.
- (2) Medical office and dental office, including clinics.
- (3) Banks, credit unions, savings and loan associations, and other financial institutions including drive-through facilities, drive-through branches, and/or 24-hour automatic tellers.
- (4) Private clubs and lodge halls.
- (5) Off-street parking lots.
- (6) Meeting halls and related services.
- (7) Any generally recognized retail business which supplies commodities on the premises, for persons residing in adjacent residential areas such as: convenience grocery stores, groceries, meats, dairy products, baked goods or other foods, drugs, dry goods and notions or hardware.
- (8) Any personal service establishment which performs services on the premises for persons residing in adjacent residential areas, such as: shoe repair, dry cleaning shops, tailor shops, beauty parlors, barbershops. Any service establishment of an office-showroom or workshop nature of an electrician, decorator, dressmaker, tailor, shoemaker, baker, commercial printing/copying, upholsterer, or an establishment doing radio, television or home appliance repair, photographic reproduction, and similar establishments that require a retail adjunct and 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.
- (9) Restaurants not serving alcoholic beverages, sit-down restaurants, carry-out restaurants or other places serving food except those having the character of a drive-in, or having a drive-through component.
- (10) Video rental establishments.
- (11) Veterinary clinic.
- (12) Neighborhood retail plaza containing multi-tenant spaces totaling less than 50,000 square feet.
- (13) Professional offices of physicians, lawyers, dentists, chiropractors, architects, engineers, and similar or allied professions.
- (14) Other uses similar to the above and subject to the following restrictions:
 - a. All business establishments shall be retail or personal service establishments dealing directly with consumers. All goods produced on the premises shall be sold at retail on the premises where produced or online through e-commerce.
 - b. All business, servicing, or processing, except off-street parking or loading, shall be conducted within completely enclosed buildings.
- (15) Accessory structures, uses and signs customarily incident to the above permitted uses and subject to all requirements of this chapter.
- (16) Residential uses shall be permitted provided such living units are located on the second floor or above.

(Ord. of 10-6-03; Ord. No. 2013-04, § 2, 10-7-13; Ord. No. 2013-06, § 2, 10-21-13)

Sec. 78-101. Principal uses permitted.

In a B-2, central business district, 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 chapter.

Permitted uses:

- (1) Any generally recognized retail establishment which supplies commodities on the premises within a completely enclosed building.
- (2) Any personal service establishment which performs services on the premises within a completely enclosed building.
- (3) Standard restaurants and carry out restaurants not serving alcoholic beverages.
- (4) Hotels and motels.
- (5) Theaters or assembly halls when completely enclosed.
- (6) Offices and office buildings of an executive, administrative or professional nature.
- (7) Banks, credit unions, savings and loan associations, and other financial institutions including drive-through facilities, drive-through branches, and/or 24-hour automatic tellers.
- (8) Child care centers and nursery schools.
- (9) Municipal buildings and governmental offices.
- (10) Any service establishment of an office-showroom nature provided that the ground floor premises facing upon, and visible from any abutting street shall be used only for entrances, offices, or display. All storage of material on any land shall be within the confines of the building or part thereof occupied by the establishment.
- (11) An establishment at which instruction is given in a particular discipline.
- (12) Funeral homes.
- (13) Storage facilities, when incidental to and physically connected with any principal use permitted, provided that such facility is within the confines of the building or part thereof occupied by such establishment.
- (14) Parking facilities except private surface parking lots.
- (15) Other uses which are similar to the above and subject to the following restrictions:
 - a. All businesses establishments shall be retail or personal service establishments dealing directly with consumers. All goods produced on the premises shall be sold at retail from the premises where produced or online through e-commerce.
 - b. All business, servicing, or processing except for off-street parking or loading, shall be conducted within completely enclosed buildings.
 - c. Outdoor storage of commodities shall be expressly prohibited.
- (16) Residential uses shall be permitted provided such living units are located on the second floor or above.

(Ord. of 10-6-03; Ord. No. 2007-01, § 2, 5-21-07; Ord. No. 2011-04, § 1, 5-2-11; Ord. No. 2013-04, § 3, 10-7-13; Ord. No. 22-04, 12-19-22)

Sec. 78-182. Uses permitted subject to special conditions.

- (a) 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 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) Multiple-family dwellings.
 - (2) Office buildings for any of the following occupations: governmental, executive, administrative, professional, accounting, writing, clerical, stenographic, drafting, sales, post offices and public utility offices.
 - (3) Medical office or dental office, including clinics.
 - (4) Facilities for human care such as convalescent homes.
 - (5) Banks, credit unions, savings and loan associations, including drive-through facilities, and similar uses.
 - (6) Private clubs and lodge halls.
 - (7) Off-street parking lots.
 - (8) Business schools or private schools operated for profit.
 - (9) Clinics and veterinary facilities provided there are no outdoor animal runs or other outdoor facilities for animals.
 - (10) Meeting halls and related services.
 - (11) Other uses similar to the above uses.
 - (12) Accessory structures and uses customarily incident to the above permitted uses.
 - (13) Any generally recognized retail business which supplies commodities on the premises, for persons residing in adjacent residential areas such as: groceries, meats, dairy products, baked goods or other foods, drugs, dry goods and notions or hardware.
 - (14) Any personal service establishment which performs services on the premises for persons residing in adjacent residential areas, such as: shoe repair, dry cleaning shops, tailor shops, beauty parlors, barbershops, banks and savings and loan offices. 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 of no more objectionable character than the aforementioned subject to the following provision: No more than five persons shall be employed at any time in the fabrication, repair and other processing of goods.
 - (15) Restaurants, or other places serving food, except those having the character of a drive-in.
 - (16) Professional offices of physicians, lawyers, dentists, chiropractors, architects, engineers, and similar or allied professions.
 - (17) Other uses similar to the above and subject to the following restrictions:
 - a. All business establishments shall be retail or personal service establishments dealing directly with consumers. All goods produced on the premises shall be sold at retail on the premises where produced or online through e-commerce.
 - b. All business, servicing or processing except off-street parking or loading, shall be conducted within completely enclosed buildings.

(18) Accessory structures, uses and signs customarily incidental to the above permitted uses and subject to all requirements of this chapter.

(Ord. of 10-6-03)



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.



Plymouth Planning Commission Regular Meeting Minutes Wednesday, January 14, 2026 - 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 7:03 p.m.

Present: Chair Hollie Saraswat, Vice Chair Kyle Medaugh (arrived at 7:12 p.m.), Commissioners Joe Hawthorne, Marni Schroeder, Trish Horstman, Zach Funk, Sidney Filippis, Dave Scott, and Katie Rossie (arrived at 7:08 p.m.)

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

2. CITIZENS COMMENTS

Patty Jamison (255 N Harvey) commended the Community Conversation event and suggested the creation of a terminology handout to help citizens better understand planning terms used in meetings.

3. APPROVAL OF MEETING MINUTES

Funk moved to approve the minutes of the December 10, 2025 meeting as written. Filippis seconded. There was a voice vote. The motion carried unanimously.

4. APPROVAL OF THE AGENDA

Chair Saraswat proposed to amend the agenda by striking item #6, Election of Officers, due to incomplete appointments by the City Commission. Filippis seconded. There was a voice vote. The motion carried unanimously.

5. COMMISSION COMMENTS

Hawthorne presented research on Plymouth housing trends, noting that of 23 homes sold under \$500,000 in 2025, 17 were demolished and replaced with much larger, more expensive homes. This data highlighted concerns about the loss of starter homes and the impact on housing affordability and community diversity.

Mayor Pro-Tem Elliott introduced himself as the new liaison between the City Commission and Planning Commission. He noted that all Planning Commission appointments would be completed before the next PC meeting.

Horstman supported Ms. Jamison's suggestion about creating clear definitions of planning terms.

Bolhuis introduced Haley Hall, Community Development Coordinator, who gave a brief introduction about her background and experience with the city.

6. ELECTION OF OFFICERS

This agenda item was removed from the agenda.

7. PUBLIC HEARINGS

- a. Amendment to Zoning Ordinance Secs. 78-133; 78-92, 78-102, 78-112, 78-161, 78-181, 78-216, 78-261, 78-281, 78-282, 78-295, 78-333; 78-202, 78-313, 78-314; 78-21, 78-42, 78-52, 78-62, 78-71, 78-163, 78-181, 78-204, 78-242, 78-270, 78-271, 78-296; 78-208, 78-209; 78-6, 78-386.

Chair Saraswat opened the public hearing at 7:27 p.m.

There were no comments.

The public hearing closed at 7:28 p.m.

The Commission discussed each proposed amendment in detail. After thorough discussion, the Commission made the following considerations with the proposed actions.

Amendments for Task #7 (Secs. 78-133)

Consideration: Amend the title from "uses prohibited" to "fire department approval required".

Action: Supported for recommendation to the City Commission.

Amendments for Task #8 (Secs. 78-92, 78-102, 78-112, 78-161, 78-181, 78-216, 78-261, 78-281, 78-282, 78-295, 78-333)

Consideration: Alter terminology from "special use" to "special land use" for consistency.

Action: Supported for recommendation to the City Commission.

Amendments for Task #8 (Secs. 78-202, 78-313, 78-314)

Consideration: Tasks #8 "MDEQ" to "EGLE" because of the rebranding of the state department.

Action: Supported for recommendation to the City Commission.

Amendments for Task #8 (Secs. 78-21, 78-42, 78-52, 78-62, 78-71, 78-163, 78-181, 78-204, 78-242, 78-270, 78-271, 78-296)

Consideration: Alter terminology from "church, synagogue, temple, mosque, similar religious facility" to "religious institution" for inclusive representation of various worship venues.

Action: Supported for recommendation to the City Commission.

Amendments for Task #23 (Secs. 78-21, 78-208, 78-209)

Consideration: Add fence definitions from Chapter 18 and combine the definition of "fence" to consolidate all fence regulations into one place in the Zoning Ordinance. Combine Chapter 18 fencing regulations into reconfigured Secs. 78-208 and 78-209.

Action: Recommendation back to the sub-committee for further discussion and consideration.

Amendments for Task #24 (Secs. 78-6, 78-386)

Consideration: Consolidate redundant "vested rights" requirements by moving language from Sec. 78-386 into Sec. 78-6.

Action: Supported for recommendation to the City Commission.

Hawthorne made a motion to recommend amendments to Secs. 78-133; 78-92, 78-102, 78-112, 78-161, 78-181, 78-216, 78-261, 78-281, 78-282, 78-295, 78-333; 78-202, 78-313, 78-314; 78-21 (partial), 78-42, 78-52, 78-62, 78-71, 78-163, 78-181, 78-204, 78-242, 78-270, 78-271, 78-296, 78-6, 78-386.

A friendly amendment was also made by Hawthorne to remove the second instance of Secs. 78-163 and replace it with Secs. 78-181.

Hawthorne motioned to table discussions on amendments related to fence definitions in **Secs. 78-21, 78-208, and 78-209** for further discussion.

Filippis seconded the motion.

There was a roll call vote.

YES: Horstman, Medaugh, Funk, Filippis, Schroeder, Rossie, Scott, Hawthorne, and Saraswat

The motion carried.

8. **OLD BUSINESS**

- a. Amendment to Zoning Ordinance Secs. 78-91, 78-101, 78-182.

The Commission discussed amendments to Secs. **78-91, 78-101, and 78-182** regarding online sales. The amendments were designed to clarify that businesses could sell products both in-store and through e-commerce.

Hawthorne made a motion to recommend amendment of Sections **78-91, 78-101, and 78-182** with language stating that "goods produced on premises shall be sold at retail on the premises where produced and additionally through e-commerce". Scott seconded the motion.

There was a voice vote.

The motion carried unanimously.

9. **NEW BUSINESS**

- a. Amendment to Zoning Ordinance Secs. 78-42, 78-52, 78-62, and 78-296.

The Commission discussed each proposed amendment in detail. The Commission also received citizen comments on the proposed amendments.

Patty Jamison (255 N Harvey) highlighted the complexities of nursing homes and assisted living, pointing out the distinction between licensed and non-licensed facilities.

Ron Picard (1373 Sheridan) commented on the 3-acre minimum lot size for churches. While the change might help small churches like the Christian Science lot, it may hinder future buyers' ability to afford the property, which currently appeals to larger churches due to existing restrictions.

After thorough discussion, the Commission made the following considerations with the proposed actions.

Amendments for Task #11 (Secs. 78-42, 78-52, 78-62, and 78-296)

Consideration: Decrease large minimum lot sizes and setbacks for specific uses, including religious institutions, and recreation areas.

Action: Supported for public hearing.

Consideration: Multi-family and nursing homes.

Action: Recommendation back to the sub-committee for further discussion and consideration.

Filippis made a motion to set **Secs. 78-42, 78-52, and 78-296** for public hearing. Filippis also proposed deferring **Sec. 78-62** for further sub-committee review, as it requires more clarity on definitions, especially regarding state compliance and legal issues concerning nursing homes and assisted living facilities. Horstman seconded the motion.

There was a voice vote.
The motion carried unanimously.

10. REPORTS AND CORRESPONDENCE

Planning & Community Development Director Bolhuis announced that Bob's Soup Talk is scheduled for January 27, 2026, at 5:30 PM at the Cultural Center to discuss board and commission rules, regulations, and responsibilities.

The MSHDA subcommittee is set to reconvene before the end of the month. Community Development Coordinator Hall outlined her ongoing work and analysis concerning double lots and compatibility ordinances. Hall detailed that she has been systematically reviewing all parcels within the city to identify those with double or triple lots, as well as those that could potentially be split according to neighborhood context. She has gathered data on the year built of the homes on these parcels to identify trends in housing age on larger versus smaller parcels. Hall will present her findings at the next MSHDA subcommittee meeting. She reported she examined Detroit's compatibility ordinance, particularly their six 'common elements' or features, and will use that framework to analyze and identify common elements within Plymouth's neighborhoods.

11. ADJOURNMENT

Hawthorne made a motion to adjourn. Filippis seconded.

There was a voice vote.
The motion carried unanimously.
The meeting was adjourned at 8:30 p.m.

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 amendments which update Sections 78-91, 78-101, and 78-182 of the City's Zoning Ordinance, and

WHEREAS The Planning Commission held a public hearing on December 10, 2025 to receive public comment about the zoning ordinance amendments, and

WHEREAS At the conclusion of the public hearing, the Planning Commission postponed the text amendment to their next meeting, and

WHEREAS At the January 14, 2026 meeting 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 zoning ordinance amendments to Sections 78-91, 78-101, and 78-182.

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



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: Chris S. Porman, City Manager
CC: *S:\Manager\Porman Files\Memorandum - Soccer Equipment Purchase 26 - 27 - 03-02-26.docx*
Date: February 23, 2026
RE: Soccer Equipment Bids – Fiscal 26 - 27

BACKGROUND

Each year the city requests bids for a variety of soccer equipment. The revenue to make these purchases is generated by soccer registration fees. Each year we purchase a variety of jerseys, socks, and soccer balls for this program, which serves approximately 800-900 children in the Plymouth community.

The City Administration has gone out to bid for these items and in addition to sending the notice to bid to those who have signed up on our e-bid and we posted it on our web site, as well as posting in the Detroit Legal News. We received a total of two bids on this material.

The bid from Prottime Soccer Products is valid and meets all our specific quality specifications. We have been purchasing from Prottime Soccer Products for several years now, as they have been low bid with a high-quality product.

We have attached a memorandum from Steve Anderson from our Recreation Department as additional background information.

RECOMMENDATION

The City Administration recommends that the City Commission accept the bids from Prottime Soccer Equipment, for soccer equipment for the 2026 - 27 Fiscal Year. We have attached a proposed Resolution for the City Commission to consider regarding this purchase. The purchases are budgeted in the Recreation Fund and are routine expenses for the soccer programs. Should you have any questions in advance of the meeting please feel free to contact either Steve Anderson or myself.



CITY OF PLYMOUTH

www.plymouthmi.gov

Recreation Department
Plymouth Cultural Center
525 Farmer
Plymouth, MI 48170

Phone 734-455-6620

Memo

To: Chris Porman, City Manager
From: Steve Anderson, Recreation Director 
Date: 2/19/2026
Re: Soccer Equipment Bid Recommendation 2026-2027 Budget Year

As you know, we have once again solicited bids for the soccer equipment required to operate the youth soccer program, which serves approximately 800–900 children in our community each year. This bid covers the 2026–2027 soccer year, beginning in the Fall 2026 season and continuing through the Spring 2027 season.

The bid packet was advertised in the *Detroit Legal News*, posted on the City's website, and distributed through the City's listserv system, in accordance with required procedures.

As in previous years, we requested bids for Protime Soccer products. In my professional assessment, Protime continues to offer the highest-quality equipment within our price range for a sixteen-game recreational soccer season.

This year's bid included youth and adult jerseys, socks, and soccer balls. The sealed bid opening took place on February 19, with Maureen Brodie and myself present.

We received bid submissions from the following vendors:

- **Protime Sports** – Seattle, Washington
- **BSN Sports** – Dallas, Texas
- **Riddell Sports** – De Soto, Kansas

Attached are the bid summary and specifications for the uniforms and equipment. These purchases are funded through registration fees collected in June and January, with expenditures charged to Recreation Fund account number 208-766-740.000.

Based on the submitted bids and product quality, we recommend that the City Commission award the 2026–2027 contract to Protime Sports Inc. of Seattle, Washington.

Please feel free to contact me if you have any questions or need additional information.

Detroit Legal News

Remit payment to:
 165 Kirks Blvd • Suite 300 • Troy, Michigan 48084
 (248) 577-6100 • Fax (248) 577-6111

CITY OF PLYMOUTH / MAUREEN
 ATTN: MAUREEN BRODIE
 201 S. MAIN
 PLYMOUTH MI 48170

INVOICE NO.	1872976
INVOICE DATE	1/30/2026
ACCOUNT NO.	DS06593
AMOUNT ENCLOSED	\$
FILE NO.	1872976

TOTAL DUE 81.42

TO ENSURE PROPER CREDIT, PLEASE RETURN TOP PORTION WITH PAYMENT

DESCRIPTION	TRANSACTION AMOUNT
DISPLAY AD: 2 x 2.821"	
DETROIT LEGAL NEWS	
LEAD: NOTICE TO BIDDERS	
PURCHASE SOCCER EQUIP	
JANUARY 16 - 1X	56.42
AFFIDAVIT FEE	25.00
FROM: MAUREEN BRODIE	81.42

Reg 24243
MB 2/17/26 208-261-900-000

ACCOUNT NO.	INVOICE NO.
DS06593	1872976

INVOICE TOTAL 81.42

Detroit Legal News

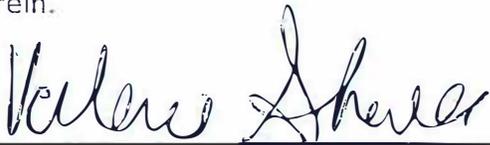
OAKLAND COUNTY LEGAL NEWS
AFFIDAVIT OF PUBLICATION

In the Matter of:

NOTICE TO BIDDERS CITY OF PLYMOUTH
PURCHASE OF SOCCER EQUIPMENT FOR
THE 2026/2027 BUDGET YEAR

STATE OF MICHIGAN
COUNTY OF OAKLAND

Valerie Shaver, an employee of the publisher of Detroit Legal News, having knowledge of the facts, being duly sworn, deposes and says that a notice, a true copy of which is annexed hereto, was published in: Detroit Legal News, a newspaper printed and circulated in said State and Wayne County, on January 16, 2026 A.D. and that she is the principal clerk of the printers of said newspaper and knows that facts stated herein.



Valerie Shaver

NOTICE TO BIDDERS - CITY OF PLYMOUTH

Notice is hereby given that the City of Plymouth, Michigan will accept sealed bids up until 10:15 a.m., Thursday, Feb. 19, 2026. The bid opening will be at 10:30 a.m., Thursday, Feb. 19, 2026, for the following:

**PURCHASE OF SOCCER EQUIPMENT FOR THE
2026 / 2027 BUDGET YEAR**

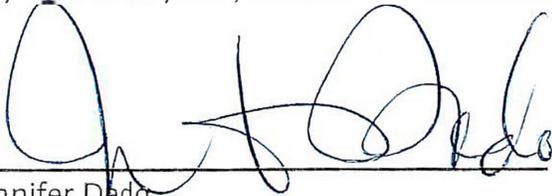
Specifications and bid documents are available at the Plymouth City Hall, 201. S. Main, Plymouth, MI 48170 during normal business hours. You may also download a copy of the documentation from the City's web site at:
<http://www.plymouthmi.gov>

The City of Plymouth reserves the right to accept or reject any or all bids, in whole or in part, and to waive any irregularities..

M. Brodie - City Clerk

Publish: 1/16/2026

Subscribed and sworn before me this 12th
day of February A.D., 2026



Jennifer Dado

Notary Public Oakland County, Michigan.

My Commission expires: January 25, 2032

Acting in Oakland County, Michigan.

Bid Opening: Soccer Equipment for Plymouth Recreation

Date/Time: Thursday, February 19, 2026 10:30 a.m.

UNOFFICIAL BID RESULTS

Attendees: Steve Anderson

Maureen Brodie

Bidder	Protime Soccer Youth Jersey- Style: Columbus (#3012) with patch and numbers as specified	Protime Soccer Adult Jersey- Style: Columbus (#3012) with patch and numbers as specified	Protime "All Sport" Sock Pair-(#7101 Black) per pair	Protime Nova-Soccer Balls (Size 3 #3410) per unit	Protime Liga-Soccer Balls (Size 3 #3414) per unit	Protime Equinox-Soccer Balls (Sizes 3&4 #3412) per unit
BSN Sports	No Bid	No Bid	No Bid	\$5.39 (off spec)	\$6.37 (off spec)	\$6.37 (off spec)
Riddell	\$25.90 (off spec)	\$25.90 (off spec)	\$3.56 (off spec)	No Bid	\$14.90 (off spec)	\$17.92 (off spec)
Pro Time Sports	\$12.90	\$13.90	\$2.75	No Bid (discontinued)	\$7.50	\$9.40



NOTICE TO BIDDERS CITY OF PLYMOUTH



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PURCHASE OF SOCCER EQUIPMENT FOR THE 2026 / 2027 BUDGET YEAR

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<http://www.plymouthmi.gov>

The City of Plymouth reserves the right to accept or reject any or all bids, in whole or in part, and to waive any irregularities.

Maureen Brodie - City Clerk
City of Plymouth
201. S. Main
Plymouth, MI 48170

INSTRUCTION TO BIDDERS

MODIFICATIONS: The proposal shall not contain any recapitulations of the work to be done. The City is under no obligation to consider alternate proposals or modifications to the specifications unless specifically requested in the bid documents. Oral presentations will not be considered.

EXAMINATION/INTERPRETATION OF THE CONTRACT DOCUMENTS & ABILITY TO BID: Before submitting a proposal, bidders shall carefully read the specifications and other bid documents and shall fully inform themselves as to all existing conditions and limitations and shall include in the proposal a sum to cover the cost of all items included in the specifications. Any bidder in doubt as to the true meaning of any part of the specifications or contract documents may submit to the City of Plymouth a written request for an interpretation or correction thereof. The person submitting such request will be responsible for its prompt delivery. If the interpretation is of general significance to all bidders, the City will attempt to fax or mail a copy of the interpretation to all parties known to be considering the bid. If the interpretation is of sufficient importance to potentially affect other bids, then the City may extend the bid due date to give all potential bidders an opportunity to consider the interpretation. Neither the City, nor its agents and employees, shall be responsible for any other explanations or interpretations of the specifications and bid documents, other than those issued in writing by the City Clerk.

It is the intent of the City of Plymouth that all qualified contractors are able to bid under these specifications. If the bidder feels that the specifications are unreasonably restrictive and prevent an effective bid from being submitted, then the bidder is encouraged to notify the City and provide a written request for interpretation of the specification, which is being considered restrictive.

ADDENDA: Any addenda issued prior to the bid opening shall be covered by the bidder in the proposal and shall be made part of the contract documents. Receipt of such addendum shall be acknowledged in the proposal.

DELIVERY OF PROPOSALS: Bids shall be delivered by the time and to the place specified in the Notice to Bidders. It is the sole responsibility of the bidder to see that his/her proposal is received in proper time. Any proposal received after the scheduled closing time for receipt of proposals shall be returned to the bidder unopened. To avoid late receipt and disqualification of bids, it is recommended that bidders personally deliver bids or utilize overnight or certified mail with return receipt requested.

BIDS SHOULD BE DELIVERED IN SEALED ENVELOPES BEARING THE INSCRIPTION "PURCHASE OF SOCCER EQUIPMENT FOR THE 2026 / 2027 BUDGET YEAR". DELIVER BIDS TO:

Maureen Brodie - City Clerk
City of Plymouth
201 S Main
Plymouth, MI 48170-1688

WITHDRAWAL: Any bidder may withdraw his proposal, either personally or by telegraphic, faxed or written request, at any time prior to the scheduled closing time for receipt of proposals.

OPENINGS: Proposals will be opened and publicly read aloud at the time designated.

BIDDER QUALIFICATIONS/REFERENCES: All bidders shall include a list of at least three references, preferably municipalities, which the City may contact regarding the bidder's performance. Upon request, the bidder shall also furnish a written statement of its qualifications for the proposed work and a list of work completed on similar projects.

DURATION OF PROPOSALS: Each proposal shall be considered binding and in effect for a period of ninety (90) days following the bid opening.

PAYMENT TERMS: To be determined by The City of Plymouth based on when the order is delivered.

EQUAL EMPLOYMENT OPPORTUNITY: In connection with the performance of work under this contract, the contractor agrees not to discriminate against any employee or applicant for employment because of race, religion, color, or national origin. The contractor shall further not discriminate against any employee or applicant for employment to be employed in the performance of this contract with respect to his/her hire, tenure, terms, conditions, privileges of employment or any matter directly or indirectly related to employment because of age, except in cases of bona-fide occupational qualifications. Non-compliance with the non-discrimination clause of this contract shall result in cancellation, termination or suspension of the contract and the contractor may be declared ineligible for further City of Plymouth contracts.

HOLD HARMLESS CLAUSE: The contractor agrees to defend and hold the City of Plymouth and its tenants harmless from any claims, actions, damages, losses and expenses of any sort arising out of or in connection with any act or omission of said company, its employees, stewards agents or sub-contractors.

FAILURE TO PERFORM: Failure to perform according to the specifications and bid will result in immediate cancellation of the contract, with the understanding that the City will contact the contractor and inform him/her of any deficiencies and allow corrections of said deficiencies to be made within 24 hours of such notification. Repeated failures of same deficiency will result in immediate termination of the contract after written notice has been given and noted as final notice of failure to comply.

NON-COLLUSION AFFIDAVIT: Bidders will complete the enclosed Affidavit of Non-collusion by Contractor form.

THE CITY OF PLYMOUTH RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS, IN WHOLE OR IN PART, AND TO WAIVE ANY IRREGULARITIES. LOW BID DOES NOT AUTOMATICALLY GUARANTEE BID AWARD. BID IS AWARDED TO "BEST BID" AS DETERMINED BY THE CITY OF PLYMOUTH.

Bid may be awarded to more than one bidder.

2026/2027 Budget Year Soccer Equipment Bid Specifications

"Alternate" Jersey & Sock Bids Will NOT Be Accepted.

Jerseys

Prottime Soccer Jersey – Style: Columbus (#3012), Youth and Adult sizes

Colors: Assortment of no less than 9 different colors. Also, must be available in:

- **Black with White trim**
- **White with Black trim**

- * Heat transfer or screen numbering in white or black on the back to contrast main color.
- * Single and double-digit numbering.
- * 8-inch numbers with outlined digits
- * Plymouth City Patch – Flock and Machine Stitched Patch on front upper center chest.
- * Plymouth City Patch to be 3.5 inches in length
- * Sizes ranging from Youth Small to Adult Large
- * **Quantity from 650 - 900 jerseys**

Socks

Prottime "All Sport" (#7101) Sock Pair BLACK, Quantity 650-900. Sizes appropriate to age division.

Soccer Balls

Prottime – Nova (#3410) Quantity 100 – 200 in sizes 3 (if available)
Prottime – Liga (#3414) Quantity 100 – 200 in sizes 3
Prottime – Equinox (#3412) Quantity 40 – 80 in sizes 4

- *** **Bid Winner must be able to supply all items listed on a year-round basis.**
- *** **Complete Order to be filled within 3 weeks of order placement.**
- *** **Sample products to be presented upon request of the Recreation Department Representative before final bid acceptance.**

City of Plymouth Proposal Form Soccer Equipment Bid – Feb. 19, 2026

- Please provide pricing for equipment in table below
- Completed Non-Collusion Affidavit
- Submit three (3) copies of the proposal form

Bid Pricing	
List per unit bid for all items listed. See spec. sheet for item details.	
Prottime – Columbus Youth Size Jersey per unit with patch and numbers as specified.	\$
Prottime – Columbus Adult Size Jersey per unit with patch and numbers as specified.	\$
Prottime "All Sport" Sock Pair – (Black) per pair	\$
Prottime Nova - Soccer Balls (Sizes 3) per unit	\$
Prottime Liga - Soccer Balls (Sizes 3) per unit	\$
Prottime Equinox - Soccer Balls (Sizes 3 & 4) per unit	\$

Bidder Company Name:	
Address:	
Phone Number:	
Fax:	
Email Address:	
Contact Person:	

I affirm that I have the authority to submit this bid to the City of Plymouth for the items specified on the attached sheet. I propose supplying the materials and labor to the City as outlined in this proposal in a timely manner.

Signature of Authorized Agent:	
Printed Name of Authorized Agent:	
Date:	

RESOLUTION

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

WHEREAS The City offers a soccer program to help promote the public health and welfare and to promote the benefits of a parks and recreation program; and

WHEREAS Each year it is necessary to purchase a variety of soccer equipment in order to operate the program.

NOW THEREFORE BE IT RESOLVED that the City Commission of the City of Plymouth does hereby accept as the lowest best bid the bid from Protime Soccer Equipment for a variety of soccer equipment for the 2026 – 27 Fiscal Year as follows:

ProTime Sports:

Protime – Youth Size Jerseys	\$12.90 each
Protime – Adult Size Jerseys	\$13.90 each
Protime “All Sport” Sock Black	\$ 2.75 per pair
Liga Soccer Balls size 3	\$7.50 each
Equinox Soccer Balls size 3 & 4	\$9.40 each

Funding for these purchases is authorized from the Recreation Fund. The City Commission further rejects all other bids for these products.



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: Chris S. Porman, City Manager
CC: *S:\Manager\Porman Files\Memorandum - Plymouth Community Policing Partnership MOU 3-2-26.docx*
Date: February 23, 2026
RE: Plymouth Community Policing Partnership – Memorandum of Understanding

Background

The attached Memorandum of Understanding (MOU) establishes the Plymouth Community Policing Partnership (PCPP) between the City of Plymouth Police Department and the Plymouth Township Police Department. This intergovernmental agreement formalizes a long-standing spirit of cooperation between the two agencies and creates a structured framework for joint investigative efforts. In addition, this formalized agreement would also highlight some of the key objectives in the city's 5-year Strategic Plan including, but not limited to: departmental collaboration, training opportunities, and partnerships.

The PCPP is designed to coordinate post-initial response criminal investigations that would benefit from shared personnel, intelligence, and specialized resources. Rather than creating a new department or command structure, the partnership functions as a collaborative consortium in which both agencies remain equal partners.

The general purpose of the PCPP is to enhance public safety and quality of life within both communities through coordinated and cooperative law enforcement investigative operations. The agreement is authorized under Michigan law, including the Mutual Police Assistance Agreements Act, the Urban Cooperation Act, and other applicable statutes governing intergovernmental police cooperation.

The MOU does not create joint employment or transfer of liability between agencies. Each department remains responsible for its own personnel costs, equipment, insurance coverage, discipline, and administrative oversight. Investigative expenses are generally borne by the originating agency unless otherwise agreed.

Additionally, the PCPP will serve as a collaborative training consortium, allowing both agencies to coordinate in-service criminal justice training and share instructional and facility resources.

Recommendation

City Administration recommends approval of the Plymouth Community Policing Partnership Memorandum of Understanding. This agreement strengthens regional collaboration, improves investigative capacity, promotes efficiency, and enhances public safety while maintaining clear lines of

authority, accountability, and fiscal responsibility. This has been reviewed by the attorney's and insurance carrier's respective offices without issue. We have attached a proposed Resolution for the City Commission to consider regarding this matter.

Should the Commission have any questions prior to consideration, please feel free to contact either Chief Cox or myself.

RESOLUTION

The following Resolution was offered by _____ and seconded by _____

- WHEREAS Protecting the public health, safety, and welfare of the residents of the City of Plymouth is a fundamental responsibility of the City Commission, and
- WHEREAS Protecting the community from criminal activity through coordinated Investigative efforts enhances the quality of life for residents of the City of Plymouth and the Charter Township of Plymouth, and
- WHEREAS Protecting the integrity, accountability, and effectiveness of law enforcement Services is best accomplished through cooperative intergovernmental agreements Authorized under Michigan law, including but not limited to the Mutual Police Assistance Agreements Act, P.A. 236 of 1967 (MCL 123.811 et seq.), the Urban Cooperation Act, P.A. 7 of 1967 (MCL 124.501 et seq.), the Intergovernmental Transfers of Functions and Responsibilities Act, P.A. 8 of 1967 (MCL 124.531 et seq.), the Michigan Constitution of 1963, Article VII, § 28, and MCL 764.2a, and
- WHEREAS Protecting the interests of the City of Plymouth is furthered by establishing the Plymouth Community Policing Partnership (PCPP) as an inter-agency consortium Between the City of Plymouth Police Department and the Plymouth Township Police Department to coordinate post-initial response criminal investigations, Prioritize cases, maintain a joint investigative case journal, and provide quarterly and annual reporting, and
- WHEREAS Protecting the operational independence and fiscal responsibility of each Participating agency requires that each department retain responsibility for its Own personnel, supervision, discipline, equipment, liability coverage, and Employment costs as set forth in the Memorandum of Understanding,

NOW, THEREFORE, BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby approve the Plymouth Community Policing Partnership Memorandum of Understanding between the City of Plymouth Police Department and the Plymouth Township Police Department.

BE IT FURTHER RESOLVED THAT the City Commission authorizes the Chief of Police to execute the Memorandum of Understanding on behalf of the City of Plymouth and to take all actions necessary to implement the terms of the Agreement consistent with Michigan law and City policy.

**PLYMOUTH COMMUNITY POLICING PARTNERSHIP
MEMORANDUM OF UNDERSTANDING**

BETWEEN

**CITY OF PLYMOUTH POLICE DEPARTMENT
AND
PLYMOUTH TOWNSHIP POLICE DEPARTMENT**

This Intergovernmental Agreement ("Agreement") is made between the Charter Township of Plymouth and the City of Plymouth. In this Agreement, the City of Plymouth and Plymouth Township may also be referred to individually as ("Party," or "City") or ("Party," or "Township") or jointly as "Parties."

1. Authority.

The Parties enter into this Agreement pursuant to Michigan law, including, but not limited to, any relevant authorizations under the Mutual Police Assistance Agreements Act, P.A. 236 of 1967, MCL 123.811, et seq.; the Urban Cooperation Act, P.A. 7 of 1967, MCL 124.501, et seq.; the Intergovernmental Transfers of Functions and Responsibilities Act, P. A. 8 of 1967, MCL 124.531, et seq. and the Michigan Constitution of 1963, Art. VII, § 28; and MCL 764.2a.

2. Purpose.

The general purpose of this Agreement is to establish the Plymouth Community Policing Partnership (PCPP), an inter-agency consortium intended to address post initial response investigative functions of criminal activity. Additionally, the joint investigative activities will enhance public safety and quality of life within the membership communities through coordinated and cooperative law enforcement investigative operations.

3. Definitions.

The following definitions shall apply to the words, terms, and expressions used in this Agreement

"Agreement" shall mean the Plymouth Community Policing Partnership Agreement originally between the City of Plymouth and Plymouth Township.

"Membership Agencies" shall mean a county, township, city, or village that has a police department and participates in this Agreement.

4. Members.

The current Membership Agencies for this Agreement are the City of Plymouth and Plymouth Township. The City of Plymouth and Plymouth Township are equal partners. Other departments/agencies that request to join this consortium must be approved by the City of Plymouth and Plymouth Township.

5. Supervision.

All signatories acknowledge that the PCPP is a collaborative effort between the member agencies, operating through coordinated participation rather than a standing command structure. Each member agency shall designate a supervisory representative to serve in a joint coordination role for the PCPP. This designation does not transfer disciplinary authority or routine supervisory control, which shall remain with each officer's employing agency unless otherwise agreed upon by both Parties.

Daily operations, supervision, and administrative control of the PCPP shall remain the responsibility of each participating police department. Personnel assigned to the PCPP shall be supervised through their respective department's established chain of command. By mutual agreement of the participating departments, a single supervisor may be designated to oversee and direct a specific joint operation, investigation, or initiative.

6. Notifications.

Officers shall be responsible for making timely notifications and reporting activities to their home agencies. The joint supervisory team designated in Section 5 will be responsible for a joint quarterly report to the Chiefs of Police for each

member agency. The report shall, at a minimum, contain a summary of the activities since the last report. The supervisors will prepare an annual review of the previous year's significant activities and/or investigations by the last day in January. The review will be presented during a meeting with all member agency department heads and/or their designee(s) by the supervisors.

7. Prioritization of Cases and Joint Investigative Case Journal.

Member agencies may bring requests for an investigation to a joint supervisory team. Cases will be prioritized based on the seriousness of the offense related to the investigation and general solvability factors.

The cases being investigated jointly will be documented in the PCPP Joint Investigative Case Journal. The Case Journal will be in electronic format and will provide the following or similar descriptive and assignment information:

- (a) Name of the originating agency,
- (b) Originating agency case number,
- (c) Assigned investigators,
- (d) Case type,
- (e) Date of the joint investigation assignment,
- (f) Case investigative status and
- (g) Case closure date.

The supervisors will provide regular feedback to the requesting agency regarding the status of the investigation.

8. Reports.

All reports will originate within the department where the investigation originated. The originating police department will originate a report, and document any follow-up investigations, evidence seized, warrant requests, prosecution, and forfeiture unless circumstances dictate otherwise. The cooperating agency will provide appropriate supplemental reports.

9. Other Agencies.

Resources of other outside agencies, whether local, state or federal, may be used to further any investigation when necessary.

10. Confidential Informants.

Informants used by the PCPP will be managed in accordance with the originating agency's policy.

11. Property.

All property inventories resulting from PCPP activity shall be in accordance with the originating agency's policy.

12. Prisoners.

All prisoners resulting from PCPP activities shall be processed and lodged at the Plymouth Township Police Department lockup in accordance with the existing intergovernmental agreement between the Parties governing prisoner housing, and in compliance with the originating agency's policies, procedures, and practices.

13. Police Authority.

Officers participating in the PCPP are authorized, when acting pursuant to this Agreement, to exercise full law enforcement authority within the City of Plymouth and Plymouth Township to the same extent as officers of the host jurisdiction, as permitted by Michigan law governing mutual aid and intergovernmental police cooperation, including MCL 123.811 et seq. and MCL 764.2a. Officers shall remain employees of their respective agencies and subject to their employing agency's policies, procedures, and chain of command. This Agreement does not create dual employment or a permanent transfer of supervisory authority.

14. Equipment.

Member agencies are responsible for supplying their officers with all necessary equipment.

15. Media.

Formal media releases will be the responsibility of the originating member agency. Each press release shall list and credit all the membership agencies.

16. Liability and Discipline.

Member agencies shall only be responsible for the neglect and/or wrongful acts and/or omissions of their respective employees. Each agency shall provide their own liability insurance policy, consistent with their organization's insurance plan. Any formal discipline shall be the responsibility of the respective agency.

17. Duration.

Member agencies may dissolve membership at any time as determined by the head of the agency.

18. Expenses and Employment Obligations and Funding.

Involved Officers are not joint employees. Each involved Officer is a member of their originating department for all purposes, legal and otherwise. Participating agencies agree to assume all the costs for their representatives, including salaries, overtime, fringe benefits, and any and all other employment benefit or employment-based obligation or requirement. Any investigative expenses shall be the responsibility of the originating agency unless otherwise agreed upon by both Parties.

19. Forfeiture.

The originating agency will be responsible for the coordination, processing, and disbursement of all forfeitures resulting from PCPP activities. The agencies will occasionally work together and receive intelligence, criminal cases, and police matters associated with the PCPP from other policing agencies. Their efforts will often begin at various stages of the investigation. Due to the nature of these types of criminal behavior, criminal and civil forfeitures are likely involved in these partnerships.

20. Forfeiture Disbursement.

All PCPP forfeiture proceeds will be shared among agencies as agreed upon by the Chief of Police for each member agency on a case-by-case basis. If the Chiefs of Police cannot come to a mutually agreed upon share, the proceeds will be split equally between the member agencies.

21. Training.

The Parties agree that the Plymouth Community Policing Partnership (PCPP) shall also function as a collaborative training consortium for the purpose of planning, coordinating, administering, and delivering in-service criminal justice training to its member agencies.

Each member agency agrees to contribute appropriate financial support, personnel time, instructional services, facilities, equipment, administrative assistance, or other in-kind resources necessary to support consortium training operations. These contributions reflect a shared commitment to sustaining collaborative training efforts and are independent of any individual course registration fees.

The terms of this MOU may be amended upon the written approval of all member agencies. Such amendment is effective upon the date of approval/signature.

The following have been duly authorized, by their respective governing body, to enter into this MOU:

PLYMOUTH POLICE DEPARTMENT

PLYMOUTH TOWNSHIP POLICE DEPARTMENT

By: _____
Al Cox
Police Chief

By: _____
James Knittel
Police Chief

Date:

Date:



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: Chris S. Porman, City Manager
CC: S:\Manager\Porman Files\Memorandum - Authorization to Hire - PD - 03-02-26.docx
Date: February 26, 2026
RE: Authorization to Hire PD

Background

The City Commission will recall that on February 26, 2026, they were notified about a retirement from the Police Department. This individual served our community for almost 25 years and did a remarkable job for us during that time. He will be greatly missed and we wish him well on his next adventures.

With the recent retirement, we are left with a gap in staffing from what has been approved by the City Commission over the past few months, and we would like to begin the process of trying to fill that vacancy. Before we can move forward, we again seek the City Commission's authorization.

The City Commission adopted the Employment Ordinance on August 7, 2000, and it requires that the City Manager seek advance and express approval prior to filling any full-time position. The City Administration is seeking the approval of the City Commission for one employee in order to move forward with the hiring procedure.

This position is in the budget, and it does not expand our F.T.E. count beyond what was previously authorized. We anticipate that it may take some time to be able to fill this open position, as we again may need to look at sponsorship of a recruit in a police academy.

Recommendation

The City Administration recommends that the City Commission provide prior and express approval to begin the hiring procedures for a police officer in accordance with the City's Hiring Ordinance. 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.

RESOLUTION

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

- WHEREAS The City Commission did adopt 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 a police officer to fill a vacancy in that department.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize prior and express approval to hire a police officer. The City Administration is authorized to proceed with hiring the new police officer.



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: Chris S. Porman, City Manager
CC: S:\Manager\Porman Files\Memorandum - Warning Siren Maintenance Agreement - 03-02-26.docx
Date: February 27, 2026
RE: Warning Siren Maintenance Agreement

Background

In the City of Plymouth, there are three (3) emergency warning sirens. They are located at Lena/Goldsmith, Byron/Dewey, and Massey Field along Plymouth Rd. The sirens' primary purpose is to alert people who are outside to severe weather, hazardous materials, or other emergencies. The system is not designed to provide notifications inside your home or business. Emergency warning sirens are activated to alert the public to immediate, life-threatening dangers, most commonly when the National Weather Service issues a Tornado Warning or for severe thunderstorms with winds of 70 mph or greater. They can also be used for industrial accidents, nuclear disasters, or other major emergencies.

Our annual maintenance contract has been in place with our current provider since 2011 and has been at a cost of \$1,275.00. Our current vendor, West Shore Services has requested an increase of \$450 in cost for the annual service. We researched pricing options with other vendors and have found our current vendor, West Shore to still be the most cost-effective option for us. We received cost comparisons from two other vendors: Table Rock Alerting Systems \$1800 and ERS Wireless \$3600. In addition, another vendor referred us back to West Shore and two other vendors did not provide pricing comparisons.

Recommendation

The City Administration recommends that the City Commission authorize the 2027-2030 service agreement with West Shore Services, Inc of Allendale, MI at a cost of \$1,725.00 per year for service and maintenance at our three sites. There is additional information from Chief Cox which further outlines this recommendation. 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.

PLYMOUTH POLICE DEPARTMENT MEMORANDUM

TO: CHRIS PORMAN, CITY MANAGER
FROM: A.L. COX, DIRECTOR OF PUBLIC SAFETY 
SUBJECT: WARNING SIREN AGREEMENT
DATE: 2/26/2026

BACKGROUND

The City of Plymouth has had three (3) remote warning siren sites (tornado sirens) within our borders for decades. Their current locations are:

- Lena/Goldsmith- at the rear of the DPW Yard
- Dewey/Byron- at Jack Wilcox Park
- 720 Plymouth Road- at Massey Field

Over the course of the last several years, West Shore Services, Inc out of Allendale, MI has been our vendor for annual inspections of equipment and has responded to all required maintenance needs and/or repairs. Since 2011, our annual cost for this service has been \$1275. Upon receipt of this year's *Agreement for Inspection and Annual Preventative Maintenance for Outdoor Warning Equipment*, we noted an increase in cost of \$450. For this reason, we contacted additional warning siren maintenance providers and requested quotes for this service.

We received one quote each from Table Rock Alerting Systems (\$1800) and ERS Wireless (\$3600). When asked for a quote from Federal Signal, we were directed to our current vendor, West Shore Services. Requests for quotes from two additional vendors went unanswered. It should be noted that all vendors, other than Westshore Services, were located outside the State of Michigan.

RECOMMENDATION

Annual inspection and maintenance of our outdoor warning sirens is critical to their performance when we need them most. Equipment wears out and batteries die. Westshore Services Inc has been a dependable vendor for many years and has always responded quickly to any concerns or requests for service. Based on quotes received, they are the most cost-effective, coming in at \$1725.00 annually. Additionally, they are located only 155 miles from the City of Plymouth.

Based on the quotes received and our history with Westshore Services, I respectfully request that the City Commission authorize the renewal of our *Agreement for Inspection and Annual Preventative Maintenance for Outdoor Warning Equipment* with Westshore Services, Inc at an annual cost of \$1725.00.

If you have any questions or concerns, please let me know. Thank you for your time and attention to this matter.



West Shore Services, Inc. Warning Systems Division

6620 Lake Michigan Drive • P.O. Box 188 • Allendale, MI • 49401
800.632.6184 • 616.895.4347 • Fax: 616.895.7158 • WWW.WESTSHOREFIRE.COM
24/7 Emergency Service Number: 616.242.6745

Agreement for Inspection and Annual Preventative Maintenance For Outdoor Warning Equipment

Annual Maintenance Inspections: 2027-2030

The following is an Annual Preventative Maintenance Agreement between West Shore Services, Inc. (WSS) and **City of Plymouth** (customer). The agreement covers annual inspection and preventative maintenance only for the siren(s) and associated controls listed on *Attachment A*.

New sirens added to the customer's system will automatically be added to *Attachment A* the year following the installation, unless the customer notifies WSS otherwise.

This agreement will renew annually unless either party gives notification of intent to amend or discontinue at least 30 days prior to the annual renewal date. The following work is included under this agreement:

1. Annual inspection and testing of each remote siren site including the following:

Visual Inspection of:

- Grounding system(s) and junctions
- AC Service, Disconnect, Fuses and Breakers
- Utility Pole (Condition and Level)
- Conduits and weather seals
- Electrical connections and junctions
- AC Surge Protection
- Cabinets, Housings and Coated Surfaces

Inspect and Service:

- Grease and Transmission Fluid Levels
- Belts, Gears and Clutch Tension
- Motors and Collector Bushings
- High Current Relay(s)/Contactor(s)

Test and Adjust:

- RF Controller and Radio Communications Integrity (If so equipped)
- Antenna System
- Current Sensors (If so equipped)
- Rotation Transmission Inspection/Testing (If so equipped)

Inspect and Test on DC systems: (If so equipped)

- Transformer Rectifier
- DC Chargers, Regulator settings and Limiting Circuit(s)
- Batteries (If so equipped)

2. All labor, material, equipment use and travel expenses required to complete the annual inspection and preventative maintenance work.
3. Any needed repairs that are discovered during the inspection and preventative maintenance process that take less than fifteen (15) minutes and require **less** than ten dollars (\$10.00) worth of parts, will be completed at the time we are on site at **no additional charge**. Repairs that **exceed** these parameters are not covered under this agreement and an estimate to complete any additional repairs will be submitted for customer approval prior to completing the work.
4. A completed copy of each site inspection report will be forwarded for customer's records.
5. Recommendations for any additional repairs or upgrades including a cost estimate to complete the
6. This agreement includes battery replacement every four years for AC/DC systems during annual preventative maintenance process. For existing systems, the cost for batteries, miscellaneous material and labor will prorated by the number of years left before the next scheduled battery replacement.

This siren system has the following equipment type and number of sites:

The number of 2001 AC/DC sites: **(3)** at \$575.00 per site annually (w/batteries) is **\$1725.00**

Total Annual Cost for this agreement is: \$1725.00(w/batteries)

Payment

Payment for work completed under this agreement is due 30 days from the time you have received an invoice showing that the annual inspection and preventative maintenance work has been completed. Customer copies of the site inspection reports will be forwarded with the invoice.

For Annual Inspections: **2027-2030**

For: West Shore Services, Inc.

For: City of Plymouth

Printed Name:

Printed Name:

Heidi Kane-Project Administrator

Signature

Heidi Kane

Signature

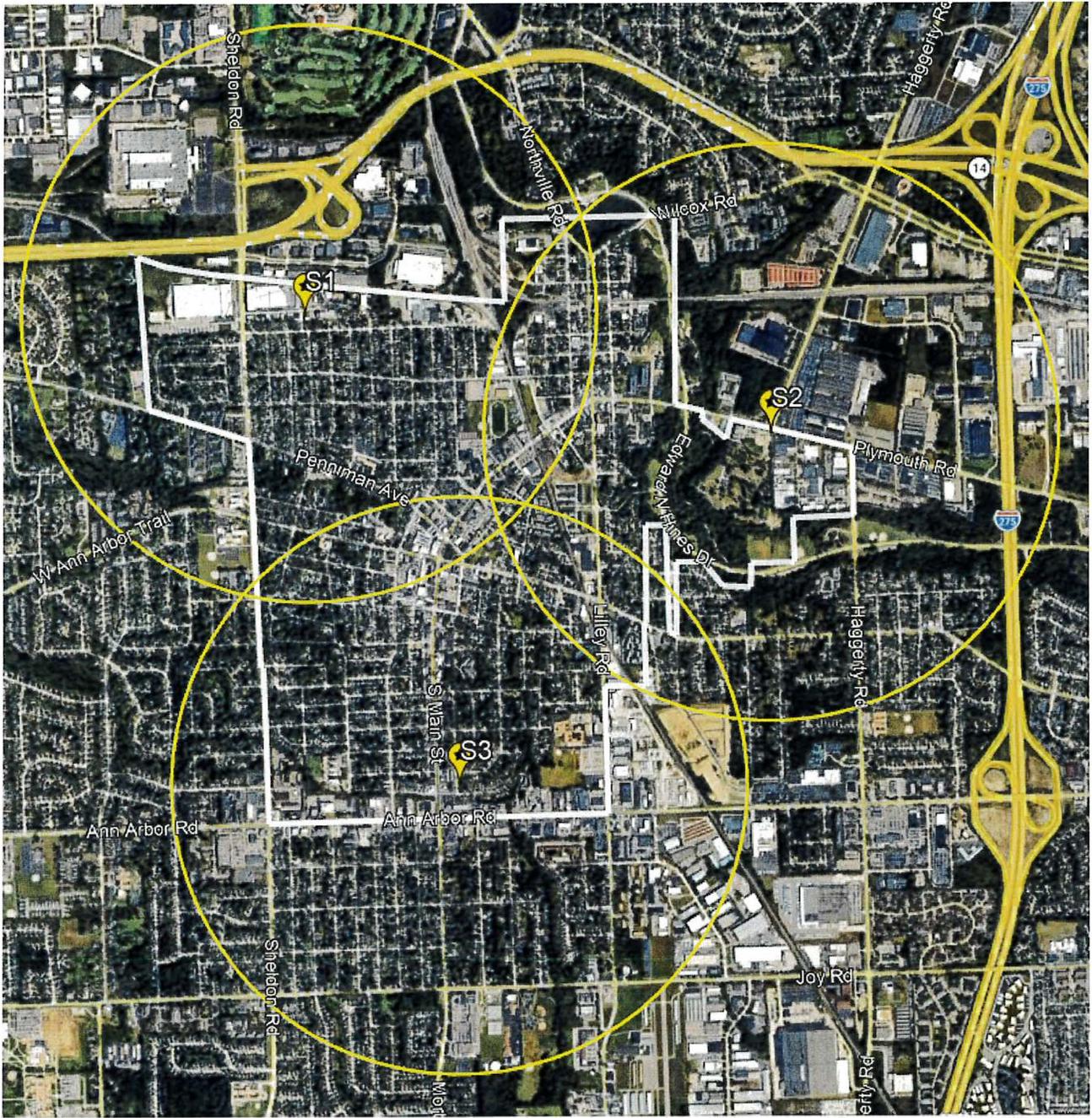
Signed 2/4 2026

Signed _____ 2026

Appendix A – Siren Site List Siren Site List

MUNICIPALITY: CITY OF PLYMOUTH

RTU#	STREET ADDRESS	LOCATION DESCRIPTION	BRAND	MODEL	MOUNT	BATTERY DATES
007	LENA AND GOLDSMITH	DPW YARD BACK OF FACILITY	FEDERAL	2001	POLE	2008
002	DEWEY AND BYRON STREETS	JACK WILCOX PARK	FEDERAL	2001	POLE	2008
010	720 PLYMOUTH ROAD	MASSEY FIELD	FEDERAL	2001	POLE	INSTALLED 2010



RESOLUTION

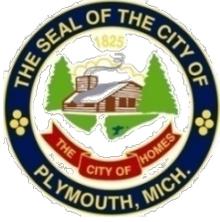
The following Resolution was offered by Comm. _____ and seconded by Comm. _____.

WHEREAS The City of Plymouth has three (3) Emergency Warning Sirens in order to protect the public health, safety, and welfare; and

WHEREAS The City has requested pricing from multiple vendors for the agreement of inspection and annual preventative maintenance; and

WHEREAS The City Administration recommends West Shore Services, Inc. of Allendale, MI based on previous performance and providing the lowest annual cost in the amount of \$1,725.00 per year.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize City Administration to enter into the 2027-2030 Agreement for Inspection and Annual Preventative Maintenance for Outdoor Warning Equipment with West Shore Services, Inc of Allendale, MI in the amount of \$1,725.00 per year.



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: Chris S. Porman, City Manager
CC: *S:\Manager\Porman Files\Memorandum - Community Project Funding CFP for Multi-Modal Pathway Along Wilcox Road - Resolution of Support 03-02-26.docx*
Date: February 27, 2026
RE: Resolution of Support - Community Project Funding (CPF) -Multi-Modal Pathway Connection to Hines Park via Wilcox Rd.

BACKGROUND

The House Committee on Appropriations is now accepting requests for Community Project Funding for FY2027. Our staff has been working with Congresswoman Debbie Dingell, and we have identified one such project that may be eligible. The multi-modal pathway that would connect Mill St. in Old Village to Hines Dr. via Wilcox Rd. has been identified as a priority of the City Commission and would be a wonderful improvement for the entire Plymouth Community.

The City Commission set “Attractable, Livable Community” as one of the four Goal Areas in its 2022-2026 Strategic Plan. Paraphrasing a couple Key Objectives in that Goal Area shows us that multi-modal transportation which prioritizes pedestrian and biker safety as well as improving link between Hines Park and Old Village are important to the community.

We anticipate the project to cost approximately \$850,000, which includes the labor and materials for installation of the pathway. Of course, this will be ADA compliant and there will be some engineering that will need to take place prior to construction of this project. Since this is being done along Wayne County Road, we have been working with them over the past couple of years to partner on this project, including potential funding for the design/engineering for this project. Wayne County has concept plans that extends connections along Hine Drive and specifically Wilcox Lake, which we would look to coordinate with during our project.

To submit for the upcoming Community Project Funding portion of the federal budget, the City Commission will need to pass a resolution of support, which we have attached for consideration. Congresswoman Dingell is very supportive of our request and has discussed the project with the city team.

RECOMMENDATION

The City Administration recommends that the City Commission adopt a Resolution of support for the Community Project Funding through Congresswoman Debbie Dingell's office. We have prepared a brief Resolution of Support for the project. This is like other Resolutions of support that we have previously adopted for grant projects.

If you have any questions in advance of the meeting, please feel free to contact me.

R E S O L U T I O N

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

- WHEREAS The City of Plymouth recognizes the importance of federal funding in supporting critical projects and initiatives that directly benefit our community; and
- WHEREAS Community Project Funding allows for the allocation of federal funds to specific projects identified by local representatives who have a deep understanding of the unique needs and priorities of their constituents; and
- WHEREAS The inclusion of Community Project Funding in the federal budget provides an opportunity for the City of Plymouth to address local challenges, invest in infrastructure, create jobs, and enhance the overall well-being of our residents; and
- WHEREAS Congresswoman Debbie Dingell, our elected representative in the United States Congress, has identified key projects within the City of Plymouth that align with the community's goals and have the potential to yield significant positive outcomes; and
- WHEREAS The City Commission of the City of Plymouth has reviewed the installation of a multi-modal pathway along Wilcox Road in the advancement of the health, safety, and welfare of the Plymouth residents and visitors recognizing the merit and alignment with our community's needs.

NOW, THEREFORE, BE IT RESOLVED, that the City of Plymouth City Commission expresses its full support for Community Project Funding and encourages Congress to include the proposed funding for multi-modal pathway along Wilcox Road in the federal budget, and

BE IT FURTHER RESOLVED, that copies of this resolution be transmitted to Congresswoman Dingell and any other relevant federal officials to demonstrate the unified support of the City of Plymouth for the inclusion of Community Project Funding for the installation of a multi-modal pathway along Wilcox Road in the federal budget.

ADMINISTRATIVE INFORMATION

To: Mayor & City Commission
CC: *S:\Manager\Porman Files\Memorandum - Planning Commission Annual Report 2025 - 03-02-26.doc*
From: Chris S. Porman -City Manager
Date: 2/24/2026
Re: 2025 Planning Commission Annual Report to the City Commission

The Planning Commission is submitting their annual report to the City Commission as the governing body for the City of Plymouth. The main purpose of this report is to meet the requirements of the Michigan Planning Enabling Act and the Redevelopment Ready Community program, as well as to provide information sharing between the City Commission and the Planning Commission.

The Planning Commission has been a remarkably busy and dedicated group of representatives of our city. During 2025, the group again exceeded the required number of meetings under the Michigan Planning Enabling Act, meeting 13 times when only 4 are required.

The attached report is a detailed compilation of the activities of the Planning Commission, highlighted by the adoption of the Master Plan as well as extensive work on the "quick" zoning ordinance amendments. The City Commission will receive the report, and it will be documented as a part of the meeting minutes.

Acknowledgement by the City Commission of the extensive amount of work put in by the Planning Commission during the year is certainly appropriate.

Again, no formal action is required at this time.

NO ACTION REQUIRED



CITY OF PLYMOUTH

201 S. Main
Plymouth, Michigan 48170

www.plymouthmi.gov

Phone 734-453-1234
Fax 734-455-1892

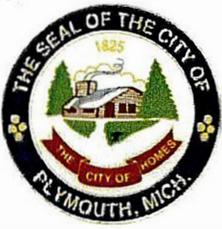
INFORMATION ONLY

To: Chris Porman, City Manager
From: Greta Bolhuis, AICP, Planning & Community Development Director *GB*
Date: February 24, 2026
Re: Presentation of the 2025 Planning Commission Annual Report

The Michigan Planning Enabling Act (Public Act 33 of 2008) requires that an annual report which reviews the Planning Commission's activities be delivered to the City Commission. The Act states "A planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development."

The report contains a synopsis of the Planning Commission's work on their goals, review of the Master Plan update, implementation of the Master Plan, zoning ordinance and map amendments, and the development reviews completed during the year. It includes the cases presented to the Zoning Board of Appeals and the outcome of each variance request. Additionally, it summarizes the City Commission's actions on planning and development during the year.

If you have any questions, please contact me directly.



CITY OF PLYMOUTH

201 S. Main
Plymouth, Michigan 48170

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Phone 734-453-1234
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City of Plymouth Planning Commission 2025 Annual Report

The City of Plymouth Planning Commission is made up of nine members. They regularly meet on the second Wednesday of the month at 7:00 pm in the Commission Chambers at City Hall located at 201 S. Main. A typical meeting consists of public comments, a review of the previous meetings' minutes, commissioner comments, public hearings, new and/or old business, and reports and correspondence from staff.

Planning Commission Member	Term Expiration
Hollie Saraswat (Chair)	Dec. 2028
Kyle Medaugh (Vice-Chair)	Dec. 2026
Joe Hawthorne	Dec. 2028
Eric Stalter	Retired Mar. 2025
Zach Funk	Dec. 2027
Trish Horstman	Appointed to CC Jan. 2026
Sidney Filippis	Dec. 2026
Dave Scott	Dec. 2027
Marni Schroeder	Dec. 2027
Katie Rossie (Appointed April 2025)	Dec. 2028

The Planning Commission met thirteen times during 2025. Of the thirteen, twelve meetings were regularly scheduled meetings, and one was a special meeting. This meets the requirements of the Michigan Planning Enabling Act (MPEA) for the minimum number of meetings (4).

The main purpose of this report is to meet the requirements of the MPEA; however, this report increases information sharing between staff, boards, commissions, and the City Commission. This report is an opportunity to reflect on the hard work of the past year and thank our dedicated appointed and elected officials for their support in the City's planning and zoning efforts.

The Planning Commission reviewed five site plan projects, which included two special land use reviews and five planned unit development, which included two amendments.

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Planning Commission 2025 Goals

The goals adopted on March 19, 2025 are below:

1. Adopt the master plan - COMPLETE
2. Complete "quick" zoning ordinance amendments (zoning audit) - ONGOING
3. Complete the multi-family/housing ordinance amendments (MSHDA Grant) - ONGOING
4. Work toward completing a residential compatibility ordinance - ONGOING

Master Plan

The City Commission asserted their statutory right to be the final vote on the Master Plan. The City Commission adopted the Master Plan update on October 20, 2025.

Below are the Guiding Values and Goals, based on the City Commission's strategic plan goal areas, as published in the Master Plan:

Plymouth is a leader in sustainable infrastructure.

- Encourage environmentally sensitive, sustainable development.
- Address changing vehicular habits.
- Improve street mobility, connectivity, and safety.
- Plan for vehicular needs, including parking.
- Maintain and enhance the tree canopy.
- Encourage historic preservation.

Our staff, boards, and commissions are well trained.

- Identify yearly training opportunities and conduct joint sessions on land use and development topics.
- Include all relevant planning, zoning and development information in board and commission orientation packets.

The city thrives when we all work together.

- Promote a welcoming environment for residents, visitors, commercial business, and industry.
- Apply form-based codes where appropriate to foster a high-quality public realm.
- Complete requirements to obtain and maintain Redevelopment Ready Communities certification.

Plymouth is an attractive, livable community.

- Encourage appropriate home sizing and massing.
- Create lifelong neighborhoods of diverse housing for various income levels.
- Plan for a variety of land uses that create a dynamic environment supportive of residences, community institutions, and businesses.
- Modernize and update zoning ordinance to reflect community vision.

Master Plan Implementation Matrix

The items highlighted in yellow on the following pages include the Planning Commission as one of the responsible parties for the task.

Implementation		
Tasks	Timeline	Responsible Party
Ordinance and Policy Updates		
Execute the 2023 Zoning Audit Work Plan.	Short	CDD, PC, CC
Readopt the Zoning Map.	Long	CDD, CC
Review and update the zoning ordinance to ensure regulations are consistent with the desired development outcomes in each zoning district.	Ongoing	CDD, PC, CC
Create a form based code for Old Village that includes design elements and uses that are consistent with the area plans for that district.	Mid	CDD, PC, CC
Ensure clear definitions and requirements are included in necessary sections of the ordinance.	Short	CDD, PC, CC
Adopt ordinance requirements that prioritize pedestrian activity within and around development.	Mid	CDD, PC, CC
Economic Development		
Focus on retention and growth of existing businesses.	Ongoing	ED, CDD
Take an active role in marketing the city.	Short	ED, CDD
Support and coordinate efforts with regional economic development strategy.	Long	ED, CDD, WC
Promote a welcoming environment for commercial business and industry.	Mid	ED, CDD, PC
Develop an economic development strategy that connects the Master Plan and capital improvements.	Short	ED, CDD
Infrastructure		
Continue to invest in public infrastructure, including streetscape design and public spaces as well as water and sewer systems.	Ongoing	DMS, DDA
Maintain the tree inventory which quantifies the number and monitors the health of trees in public spaces.	Ongoing	DMS
Ensure new trees planted contribute to a diverse tree canopy and will thrive in our climate.	Short	DMS
Create a comprehensive non-motorized plan incorporating public input and technical expertise	Long	CDD, DMS
Housing		
Allow accessory dwelling units in strategic locations.	Short	CDD, PC, CC
Eliminate or reduce minimum dwelling unit size requirement.	Mid	CDD, PC, CC
Keep houses and lots appropriately sized for each neighborhood and increase residential densities in areas where the underlying plat supports it.	Short	CDD, PC, CC
Monitor appropriate home sizing and massing and amend ordinances if necessary.	Ongoing	CDD, PC, CC
Determine the existing and desirable multi-family building types and amend ordinances to allow them.	Short	CDD, PC, CC
Conduct a housing market study and amend the Zoning Ordinance based on findings.	Long	CDD, PC, CC
Redevelopment Ready Communities		
Become a certified Redevelopment Ready Community.	Short	CDD, PC, CC
Encourage the redevelopment of transitional districts or underdeveloped sites.	Mid	ED, CDD
Maintain an opportunities site map that provides development potential information for available sites.	Long	ED, CDD

Implementation		
Tasks	Timeline	Responsible Party
Transportation and Parking		
Continue to invest in pedestrian facilities through the development of a strategic nonmotorized plan. This should include an inventory of pedestrian facilities and a plan for maintenance, enhancement, and extension.	Long	DMS, CDD, CC
Study and improve pedestrian crossings at downtown intersections.	Short	DMS, DDA
Make public sidewalks more inviting by adding sidewalks where gaps exist, eliminating existing sidewalk obstructions, and increasing the width of landscape buffers and street trees in the right-of-way.	Long	DMS, CC
Provide a clear bicycle connection between Ann Arbor Road and Hines Drive through downtown.	Long	DMS, CC
Create a bicycle network that connects neighborhoods with schools, parks, and downtown.	Long	DMS, CC
Strategically place bike racks in downtown and Old Village and monitor their usage.	Mid	DMS, DDA
Build additional midblock crossings. Add RRFB to existing mid-block crossings along busy roads	Long	DMS
Allocate funding to incorporate complete street best practices into street repaving and replacement projects.	Long	DMS, Finance
Review and reduce the required number of parking spaces per dwelling unit or link the parking requirements to the number of bedrooms.	Short	CDD, PC, CC
Adopt commercial parking standards that are based on building square footage, not land uses. Consider payment in lieu of parking in areas outside of Downtown.	Short	CDD, PC, CC
Adopt standards that encourage shared parking access and locates parking behind buildings.	Short	CDD, PC, CC
Connected Community		
Continue to provide information to citizens and the business community using the City's website and listserv.	Ongoing	ED, CDD, CM
Ensure consistency in branding and messaging in the City's online presence, in printed material, city decorations or signs, and any City correspondence	Short	CDD, CM
Create a unifying streetscape that connects South Main to downtown and extends along North Main.	Long	ED, CDD, DMS, CC
Support and coordinate efforts with other city plans.	Ongoing	CDD, Recreation
Training		
Provide city staff and elected and appointed officials opportunities to participate in various trainings.	Short	CDD, DDA

Zoning Ordinance Amendments

The Planning Commission recommended two zoning ordinance text amendments to the City Commission in 2025. The amendment to special land use commercial kennel requirements (Section 78-123) was adopted on September 15, 2025. The amendment to modify the requirement to provide 500 s.f. of outdoor space per child for childcare centers in the ARC (Section 78-161) had a first reading on September 15, 2025. The second reading may only occur if Plymouth Township adopts a similar amendment.

Zoning Map Amendments

There were no zoning map amendments in 2025.

Development Reviews

The following list summarizes the site-specific reviews that came before the Planning Commission in 2025.

Project Type	Location	Description	Meeting Outcome	Fwd. to CC?	Date(s) of Action
Planned unit development	500 Downing	Starkweather Subdivision PUD amendment to garage widths	Forwarded with conditions	Yes	2-12-25
Planned unit development	230 Wilcox	New coffee shop and retail space in the former mill building	Final PUD approved with conditions	Yes	3-12-25
Site plan review	300 Dunn	Warehouse addition	Approved with conditions	N/A	3-19-25
Planned unit development	1100 W. Ann Arbor Trail	Church building, single-family homes, and townhouses	Preliminary PUD approved with conditions <i>Subsequently withdrawn</i>	N/A	2-12-25 4-9-25
Site plan review	995 W Ann Arbor Trail	Change of use from photography studio to coffee shop/satellite TV studio	Approved with conditions	N/A	5-14-25
Planned unit development	900 Starkweather	New restaurant with outdoor dining in historic depot building	Preliminary PUD approved with conditions <i>Subsequently withdrawn</i>	N/A	3-12-25 5-14-25
Site plan review	503 Amelia	Change of use from vacant to warehouse and office	Approved with conditions	N/A	6-11-25
Site plan review and special land use	800 W Ann Arbor Road	Change of use from pharmacy to childcare center	Postponed	N/A	7-17-25
Planned unit development	500 Downing	Starkweather Subdivision PUD amendment to fencing	Postponed	N/A	7-17-25
Site plan review and special land use	1405 Goldsmith	Change of use from imprinting facility to dog daycare and lodging	Approved with conditions	N/A	10-8-25

Variance Requests

The following list summarizes the Zoning Board of Appeals' docket for 2025.

Variance Type	Location	Description	Meeting Outcome	Date(s) of Action
Non-use	615 S Harvey	Rear-yard setback and floor area ratio	Denied	1-2-25
Non-use	728 Burroughs	Extension of garage roof in side yard setback	Approved with conditions	1-2-25
Non-use	324 Auburn	Second story addition in side yard setback	Approved with conditions	6-5-25
Non-use	443 N Harvey	Land division to create two parcels less than 60 feet wide and less than 7,200 s.f.	Denied	6-5-25
Non-use	529 Kellogg	Second story addition in side yard setback that exceeds floor area ratio	FAR approved Setback approved with conditions	6-5-25
Non-use	261 S Main	Ground sign on property in front yard setback	Approved with conditions	8-7-25
Non-use	1405 Goldsmith	Fence in front yard	Approved with conditions	8-7-25
Non-use	550 Forest	Roof sign	Approved	9-4-25
Non-use	933 Church	Covered porch in front yard setback	Approved with conditions	9-4-25
Non-use	1311 W Ann Arbor Trail	Driveway width greater than 24 feet at property line	Denied initial driveway width of 42.58 feet Approved driveway width of 30 feet	9-4-25
Non-use	630 S Main	Wall sign on property with existing ground sign Wall sign on non-entry façade	Approved with conditions	10-2-25
Non-use	412 W Ann Arbor Trail	Pool in front yard	Approved with conditions	10-2-25
Non-use	1157 Penniman	Addition onto existing carport and rebuild detached garage in setback	Approved detached garage setback with conditions Approved carport variances for s.f. and side yard setback with conditions Denied variances for door and railing on carport	12-4-25
Non-use	120 Wilcox	Lot coverage and floor area ratio	Approved	12-4-25

The Zoning Board of Appeals requested that the Planning Commission consider reviewing the lot split ordinance. They also had discussions about asking the Planning Commission to review the driveway width ordinance and the sign ordinance.

Actions by City Commission

The following list includes all the planning and development related actions taken by the City Commission during 2025.

Description	Date(s) of Action
Ann Arbor Trail pedestrian improvements at Hamilton Street	1-6-25
Traffic control order on Joel and Sheridan Streets	2-18-25
Presentation of the 2024 Planning Commission Annual Report	3-3-25
Starkweather School and Starkweather Subdivision PUD amendments	3-17-25
Authorization of draft Master Plan distribution	4-7-25
Intent to establish Corridor Improvement Authority and setting of public hearing	4-21-25
Asserts the right to approve or reject the master plan	5-5-25
Annual liquor license review and "cap" ordinance change. Increase of liquor licenses from 18 to 20 in B-2 and 12 to 14 in B-1, B-3, and ARC	3-13-25 4-21-25 5-19-25
MDOT grant application for Ann Arbor Trail and Penniman Avenue infrastructure improvements	6-2-25
Contract authorization for 2025 infrastructure programs	6-2-25
2025 Downtown Plymouth Streetscape Design bid awarded to SmithGroup	6-16-25
Community Development Department fee schedule updates	6-16-25
Encroachment into right-of-way at 413 N. Main (Aqua)	7-21-25
Creation of Corridor Improvement District	8-18-25
Adopted Light Industrial Text Amendment Ordinance to update regulations for commercial kennels	9-2-25 9-15-25
1 st reading of Ann Arbor Road Corridor Zoning Ordinance to eliminate requirement to provide 500 s.f. of outdoor space per child for childcare centers	9-15-25
Master Plan approved and adopted as presented	10-20-25

Trainings and Joint Meetings

Doug Lewan from Carlisle-Wortman Associates presented a training on "Making Sound Zoning Decisions." Topics covered included Planning and Zoning Basics in Michigan, Master Plans, Decision Making Process, PUDs, and Legal Issues and Decision Making Best Practices.

All members of the administration, boards and commissions completed Quarterly Online Computer Security Training.