City of Plymouth Planning Commission
Zoning Audit Sub-Committee Meeting Agenda
Tuesday, November 17, 2026 – 6:00 p.m.
City Hall Conference Room

City of Plymouth
201 S. Main
Plymouth, Michigan 48170

www.plymouthmi.gov
Phone 734-453-1234

1. CALL TO ORDER
   a. Roll Call

2. CITIZENS COMMENTS

3. APPROVAL OF THE MINUTES
   a. Approval of the October 21, 2026 meeting minutes

4. ZONING AUDIT DISCUSSION

5. ADJOURNMENT

Citizen Comments - This section of the agenda allows up to 3 minutes to present information or raise issues regarding items not on the agenda. Upon arising to address the Commission, speakers should first identify themselves by clearly stating their name and address. Comments must be limited to the subject of the item.

Meetings of the City of Plymouth are open to all without regard to race, sex, color, age, national origin, religion, height, weight, marital status, disability, or any other trait protected under applicable law. Any individual planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) should submit a request to the ADA Coordinator at 734-453-1234 ext. 234 at least two working days in advance of the meeting. 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**

Plymouth Planning Commission
Zoning Audit Sub-Committee Meeting Minutes
Tuesday, October 21, 2026 – 6:00 p.m.
Plymouth City Hall 201 S. Main

City of Plymouth
Plymouth, Michigan 48170-1637
www.plymouthmi.gov
734-453-1234

1. CALL TO ORDER

Vice-Chair Medaugh called the meeting to order at 6:10 p.m.

Present: Vice-Chair Medaugh and Commissioners Katie Rossie, Don Webb
Excused: Commissioner Rob Mengel

Also present: Planning and Community Development Director Greta Bolhuis

2. CITIZENS COMMENTS

None.

3. APPROVAL OF THE MINUTES

a. Rossie made a motion, seconded by Medaugh, to re-approve the April 13, 2026 meeting minutes.
There was a voice vote
MOTION PASSED

b. Rossie made a motion, seconded by Medaugh, to re-approve the June 1, 2026 meeting minutes.
There was a voice vote
MOTION PASSED

c. Rossie made a motion, seconded by Medaugh, to approve the September 22, 2026 meeting minutes.
There was a voice vote
MOTION PASSED

4. ZONING AUDIT DISCUSSION

The sub-committee discussed their progress.

- The goal of the amendments are to simplify the review process.
- Add a general statement that designees may be used.
- Add language to clarify site plan review as a general concept vs. site plan review as a submission requirement; clarify that a sketch plan is a site plan review.
- Remove the language added to purpose section.
- Add a definition of “expansion”
- Set procedural details for site plan review vs. sketch plan review.

The next meeting is November 17 at 6:00 p.m.

5. ADJOURNMENT

Medaugh offered a motion, seconded by Rossie, to adjourn the meeting at 7:52 p.m.

There was a voice vote
MOTION PASSED UNANIMOUSLY

ARTICLE XX. SITE PLAN REVIEW

Commented [GB1]: General note that a consistent use of letters or numbers for subsections needs to be established. Please also note that a few of our previously approved ordinance amendments have not yet been integrated into the online version of our code.

Sec. 78-240. Purpose.

It is the intent of this article to require site plan review approval prior to issuance of a building permit for certain buildings, structures, and uses that can be expected to have a ~~significant~~ impact on natural resources, traffic patterns, adjacent parcels, and the character of future development~~, and for all special land uses, to ensure that all such buildings, structures, and uses are in conformity with the provisions of this chapter~~.

Sec. 78-241. Generally. ~~procedures~~

This chapter identifies site plan review as a general concept and identifies site plan review as a submission requirement. These terms are used interchangeably, and the use of the term shall have the definition commonly associated with it.

When this chapter names the Community Development Director as responsible party, said Director may designate an individual or consulting firm to review projects on their behalf.

Expansion shall mean an enlargement, extension, or structural alteration with any increase in the physical size, floor area, height, footprint, or volume of an existing building or structure.

Sec. 78-242. Uses subject to site plan review.

~~Site plan review shall be conducted by the planning commission with the assistance of the building official and administrative, consulting and technical personnel as may be deemed necessary to properly evaluate a proposed plan. A site plan shall be submitted for review in accordance with the provisions of this chapter and such other rules and procedures established by the city.~~

~~(Ord. of 10-6-03)~~

A building permit shall not be issued until a full site plan or sketch plan has been reviewed and approved in accordance with the procedures and standards of this chapter and all necessary review, inspection, and permit fees have been fully paid. The types of site plan review for various types of projects are classified into four (4) types in Table XX-01 Table of Eligible Uses and Required Review Process.

(a) *Full site plan review.* The most involved process for larger and more intense projects, including most new developments and major expansions. All such projects require site plan review and approval by planning commission.

(b) *Sketch plan review.* Smaller scale projects and expansions or changes in use to existing sites are permitted to provide less detailed information than a full scale site plan review. The level of information is intended to be proportionate to the extent of the change and insure adequate review for compliance with applicable standards. Sketch plans shall undergo a formal review by the planning commission.

(c) *Administrative review.* Select smaller scale projects and expansions or changes in use to existing sites are also required to provide a sketch plan, but do not require review by the planning commission. These projects shall undergo a formal review for approval by the Community Development Director.

(d) *Exempt.* Select projects, such as single-family homes in an individual lot, are exempt from site plan review.

Table XX-01
Table of Eligible Uses and Required Review Type

Use	Required Review			
	Full Site Plan	Sketch Plan	Admin. Review	Exempt
New Development				
Construction of a single- or two-family dwelling on a parcel zoned solely for residential purposes	-	-	-	X
Construction of any multiple-family dwellings	X	-	-	-
Construction of any non-residential use or building	X	-	-	-
Construction of special land uses in all zoning districts	X	-	-	-
Site condominium subdivision	X			
Minor changes during construction required by outside agencies	-	-	X	-
Developments regulated by the Land Division Act of 1967, as amended and Chapter 66 of the City's Code of Ordinances	-	-	-	X
Expansions				
Expansion of single- or two-family dwelling on a parcel zoned solely for residential purposes	-	-	-	X
Expansion of special land uses in all zoning districts	X	-	-	-
An increase in the floor area of up to 200 square feet for a permitted land use	-	-	X	-
An increase in the floor area of 25% or more than the existing floor area for a permitted or special land use	X	-	-	-
An increase in the parking or loading area of up to 25% or 1,000 sq. ft., whichever is less, of pavement area without any building changes	-	-	X	-
An increase in the parking or loading area of over 25% or 1,000 sq. ft. of pavement area without any building changes	X	-	-	-
Changes to building height that do not add additional floor area	-	-	X	-
Changes in Use				
Any change in the use of land that intensifies the existing land use. A more intensive land use means increased parking needs, noise, traffic volumes, and/or similar impacts with no building expansion.	-	X	-	-
Any change in the use of land or a building into a special land use	-	X	-	-
Any change in land use to a similar or less intense permitted land use provided the site shall not require any significant changes in the existing site facilities such as parking, landscaping, lighting, or signs	-	-	X	-
Other Types of Projects				
Planned unit developments	X			
Rooftop dining (see Article XXIII for review procedures)				X
Accessory uses, buildings, and structures in any zoning district	-	-	X	-
Home occupations	-	-	X	-
Construction solely on the building interior that does not increase usable floor area or increase on-site parking requirements	-	-	X	-

State licensed residential family care facilities and family day care homes in districts where they are a permitted land use	-	-	X	-
Temporary uses	-	-	X	-
Any use that is subject to administrative review as identified in this table which, in the opinion of the Community Development Director, should be reviewed by the Planning Commission for site plan approval because of the intensity of development proposed and potential effects on properties in the general vicinity	X	-	-	-

Sec. 78-21. Definitions.

Non-commercial recreation facilities means a privately owned or operated facility or area designed, intended, or used primarily for recreational, social, athletic, or leisure activities by members of an organization, residents of a particular development or neighborhood, or other designated groups of users, and not operated primarily as a commercial business for profit. Such facilities may include, but are not limited to, recreational centers, swimming pool clubs, athletic courts and fields, playgrounds, picnic areas, and other indoor or outdoor recreational amenities. The facility may include accessory buildings and structures customarily incidental to its recreational use.

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) Religious institutions and other facilities normally incidental thereto subject to section 78-296.

(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) Non-commercial recreation facilities subject to section 78-298. ~~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.

(78) Bed and breakfast operations shall be located only on minor or principal major arterials and majors collectors as designated on the National Functional Classification, maintained by the State of Michigan and shall further be subject to section 78-284287.

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

(Ord. of 10-6-03; Ord. No. 2026-01, 2-17-26; Ord. No. 2026-02, 3-2-26)

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) Religious institutions and other facilities normally incidental thereto subject to section 78-296.

(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) Non-commercial recreation facilities subject to section 78-298. 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:~~

~~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.~~

(7~~8~~) Bed and breakfast operations shall be located only on minor or principal ~~major~~ arterials and major~~s~~ collectors as designated on the National Functional Classification, maintained by the State of Michigan and shall further be subject to section 78-284~~287~~.

(8~~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; Ord. No. 2026-01, 2-17-26; Ord. No. 2026-02, 3-2-26)

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 principal arterial – other as designated on the National Functional Classification, maintained by the Michigan Department of Transportation. ~~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 principal

arterial – other as designated on the National Functional Classification, maintained by the Michigan Department of Transportation. ~~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 principal arterial – other as designated on the National Functional Classification, maintained by the Michigan Department of Transportation. ~~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.~~

(2~~3~~) Nursing homes, homes for the aged, ~~Adult~~adult dependent housing, or assisted living facilities subject to the following conditions ~~when the following conditions are met~~:

a. Area and bulk requirements:

i. Density: use RM-1 standards

ii. Building height, setbacks, and lot coverage of site: use RM-1 standards

iii. Minimum usable floor area, one-and two-bedroom units: 200 square feet per person occupying each unit.

iv. Resident off-street parking: 0.5 space per unit

v. Guest off-street parking: 0.25 space per unit

vi. Minimum open space: 15% of total lot area

b. Adult dependent housing or assisted living facilities shall be constructed in a multiple-family housing form with central dining facilities provided as a basic service to each unit. A community center for the facility shall be provided to support recreational and social activities.

~~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) Religious institutions and other facilities subject to section 78-296.

(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 78-284~~287~~.

(8) Adult foster care large group home.

(9) Adult foster care congregate facility.

(10) Non-commercial recreation facilities subject to section 78-298.

(Ord. of 10-6-03; Ord. No. 2012-04, § 6, 11-5-12; Ord. No. 21-03, 11-1-21; Ord. No. 2026-02, 3-2-26)

Sec. 78-296. Religious institutions.

~~(a)~~ The following regulations shall apply to all religious institutions 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.~~

(1~~3~~) ~~*Parking setback.*~~ Off-street parking shall be prohibited in the required front setback area. ~~and within 15 feet of the rear or side property line.~~

(2~~4~~) ~~*Building setback.*~~ Religious institutions shall comply with the following building setback requirements:

Front yard: 25 ~~50~~ feet

Side Yards: 15 ~~30~~ feet

Rear yards: 35 ~~50~~ feet

(3~~5~~) ~~*Frontage and access.*~~ Religious institutions shall be located on major collector, minor arterial, or principal arterial – other on the National Functional Classification designation, maintained by the State of Michigan. ~~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; Ord. No. 2026-02, 3-2-26)

Sec. 78-298. Non-commercial recreation facilities.

Non-commercial recreation facilities subject to the following:

(1) If the facility would attract persons from or is intended to serve areas beyond the immediate neighborhood, the proposed site shall have at least one property line abutting a major collector, minor arterial, or principal arterial – other on the National Functional Classification designation, maintained by the State of Michigan.

(2) The front yard setback shall be 25 feet. The side yard setback shall be 10 feet when a lot line is interior and shall be 15 when abutting a street. The rear yard setback shall be 35 feet. The planning commission may modify the setback requirement where, in unusual circumstances, no good purpose would be served by compliance with the requirements of the section. Front, side and rear yards shall be landscaped in trees, shrubs, and grass. All such landscaping shall be maintained in a healthy condition.

(3) Whenever a swimming pool is constructed under this section, 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. Swimming pools shall be a minimum of 25 feet from any dwelling on an adjoining lot.

(4) 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.

(5) PROPOSED LANGUAGE: Off street parking shall be provided according to the following schedule:

a. If the facility would attract people from or is intended to serve the immediate neighborhood, 1 space per 1,000 square feet of area.

b. If the facility would attract people from or is intended to serve areas beyond the immediate neighborhood, 1 space per 500 square feet of area.

CURRENT LANGUAGE: Off-street parking shall be provided to accommodate not less than one-half (½) of the member families and/or individual members. The planning commission may modify of the off-street parking requirements 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, bylaws of the organization and such other information of the organization shall be provided in order to establish the membership involved for confirming 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.

(6) All parking shall be surfaced as required in the general provisions for off-street parking requirements.

(7) The off-street parking and general site layout and its relationship to all adjacent lot lines shall be reviewed by the planning commission, so as to ensure that contiguous residential areas will be adequately protected.

Quick Zoning Ordinance Update – Last Updated November 13, 2026

Based on the Planning Commission workbooks and discussion, the items below from the Zoning Audit are included in a quick Zoning Ordinance update. The page numbers after each task refer to the page number of the Zoning Audit Report and Implementation which was last updated in February 2026.

Update the Schedule of Regulations to specifically define a zero foot minimum front yard setback and 12 foot maximum setback for the B-2 District. *Page 3.*

- Sec. 78-190
- Introduction to Sub-Committee 7/13/2026
- Discussion by Sub-Committee 8/17/2026
- Introduced to Planning Commission 9/9/2026
- Public hearing 10/14/2026

Make the following changes to comply with state laws, federal laws, and case law:

1. Change the notice requirements for special land use to not less than 15 days before the date of the hearing. *Page 15.*
   - **SEC. 78-281**
   - Introduction to Sub-Committee 6/23/2025
   - Discussed by Sub-Committee 9/22/2025
   - Discussed by Sub-Committee 10/27/2025
   - Introduced to Planning Commission 11/12/2025
   - Public Hearing 12/10/2025
   - First reading by City Commission 2/2/2026
   - Second reading by City Commission 2/17/26
   - Published 2/25/2026
   - Effective 2/26/2026
2. Update Section 78-377 by changing item (c) to state that "Public hearings for an amendment to this title, or the zoning map, that affects more than ten ***adjacent*** properties shall only require notice in a newspaper", with the added text in bold, italicized font. *Page 15.*
   - **SEC. 78-377**
   - Introduction to Sub-Committee 6/23/2025
   - Discussed by Sub-Committee 9/22/2025
   - Discussed by Sub-Committee 10/27/2025
   - Introduced to Planning Commission 11/12/2025
   - Public Hearing 12/10/2025
   - First reading by City Commission 2/2/2026
   - Second reading by City Commission 2/17/26
   - Published 2/25/2026
   - Effective 2/26/2026
3. Amend Section 78-406 for Notices for the Zoning Board of Appeals to reference the not less than 15-day window by mail and in the newspaper. *Page 15.*
   - **SEC. 78-406**
   - Introduction to Sub-Committee 6/23/2025
   - Discussed by Sub-Committee 9/22/2025
   - Discussed by Sub-Committee 10/27/2025
   - Introduced to Planning Commission 11/12/2025
   - Public Hearing 12/10/2025
   - First reading by City Commission 2/2/2026
   - Second reading by City Commission 2/17/26
   - Published 2/25/2026
   - Effective 2/26/2026
4. Update regulations in Section 78-296 for religious institutions to comply with the Religious Land Use and Institutionalized Persons Act (RLUIPA), by eliminating specific landscaping requirements, confirming with the City Attorney that religious institutions cannot occupy a portion of a multi-tenant building, and examine allowance of meeting halls, private clubs and related services in the O-1 and B-3 zoning districts. *Page 24.*
5. Consult with the City Attorney as to whether the Child Care Center and Group Day Care homes with an annual compliance permit is allowed and whether the current regulations for these uses comply with state licensing requirements and the Americans with Disabilities Act. *Page 24.*

Change outdated references:

6. Change the reference when uses are required to "be located only on major or collector thoroughfares as designated in the city's master plan" to major arterials and major collectors on the National Functional Classification designation, maintained by the State of Michigan. *Page 15.*
    - **SEC. 78-42, 78-52, 78-181**
    - Introduction to Sub-Committee 6/23/2025
    - Discussed by Sub-Committee 9/22/2025
    - Discussed by Sub-Committee 10/27/2025
    - Introduced to Planning Commission 11/12/2025
    - Public Hearing 12/10/2025
    - First reading by City Commission 2/2/2026
    - Second reading by City Commission 2/17/26
    - Published 2/25/2026
    - Effective 2/26/2026
7. Convert Section 78-133 – Uses Prohibited into performance standards or a required sign off from the Fire Department. *Page 17.*
    - **SEC. 78-133**
    - Introduction to Sub-Committee 7/28/2025
    - Discussed by Sub-Committee 9/22/2025
    - Discussed by Sub-Committee 11/19/2025
    - Introduced to Planning Commission 12/10/2025
    - Public hearing 1/14/2026
    - First reading by City Commission 2/17/2026
    - Second reading by City Commission 3/2/2026
    - Published 3/12/2026
    - Effective 3/13/2026
8. Update inconsistent or improper terms including: "special land use" instead of "special use"; "Michigan Department of Environment, Great Lakes, and Energy" or "EGLE" instead of "Michigan Department of Environmental Quality" or "MDEQ"; "religious institution" instead of "church"; and "Community Development Director" instead of "Building Official", in most instances. *Page 25.*
    - **Special land use: SEC. 78-92, 78-102, 78-112, 78-161, 78-181, 78-216, 78-261, 78-281, 78-282, 78-295, 78-333**
    - **EGLE: SEC. 78-202, 78-313, 78-314**
    - **Religious institution: SEC. 78-21, 78-42, 78-52, 78-62, 78-71, 78-161, 78-163, 78-181, 78-204, 78-242, 78-270, 78-271, 78-282, 78-296, 78-333**
    - Introduction to Sub-Committee 7/28/2025
    - Discussed by Sub-Committee 9/22/2025
    - Discussed by Sub-Committee 11/19/2025
    - Introduced to Planning Commission 12/10/2025
    - Public hearing 1/14/2026
    - First reading by City Commission 2/17/2026
    - Second reading by City Commission 3/2/26
    - Published 3/12/2026
    - Effective 3/13/2026
9. Change "tavern" in Section 78-111 – Principal uses permitted in the B-3 Zoning District to "bar/lounge" since tavern is not used elsewhere. *Page 26.*
    - **SEC. 78-111**
    - Introduction to Sub-Committee 6/23/2025
    - Discussed by Sub-Committee 9/22/2025
    - Discussed by Sub-Committee 10/27/2025
    - Introduced to Planning Commission 11/12/2025
    - Public Hearing 12/10/2025
    - First reading by City Commission 2/2/2026
    - Second reading by City Commission 2/17/26
    - Published 2/25/2026
    - Effective 2/26/2026

Allow for modern uses:

10. Allow for e-commerce options in the B-1, B-2, ARC and MU Zoning Districts. In those zoning districts, the principal use allowing similar uses has a restriction that, "All businesses establishments shall be retail or service establishments dealing directly with consumers. All goods produced on the premises shall be sold at retail from the premises where produced." The last sentence could be construed to not allow e-commerce to be part of the business. *Page 18.*
    - **SEC. 78-91, 78-101, 78-182**
    - Introduction to Sub-Committee 6/23/2025
    - Discussed by Sub-Committee 9/22/2025
    - Discussed by Sub-Committee 10/27/2025
    - Introduced to Planning Commission 11/12/2025
    - Public Hearing 12/10/2025 – Postponed
    - Recommended to City Commission 1/14/2026
    - First reading by City Commission 3/2/2026
    - Second reading by City Commission 3/16/26
    - Published 3/24/2026
    - Effective 3/25/2026

Eliminate suburban standards:

11. Decrease large minimum lot sizes and setbacks for specific uses: private non-commercial recreational areas, institutional or community recreation centers or non-profit swimming pool clubs; universities; hospitals; convalescent or nursing homes; and religious institutions. *Page 19.*
    - *Sec. 78-42, Sec. 78-52, Sec. 78-62, 78-296*
    - Introduction to Sub-Committee 8/18/2025
    - Discussed by Sub-Committee 9/22/2025
    - Discussed by Sub-Committee 12/17/2025
    - Introduced to Planning Commission 1/14/2026 – postponed 78-62
    - Public hearing for Sec. 78-42, 78-52, and 78-296 3/11/2026
    - First reading by City Commission 4/6/2026 – postponed

Streamline and clarify processes:

12. Consider allowing instances where a plot plan, instead of a full site plan application, could be submitted. For instance, the re-use of an existing building for special land use likely would not necessitate the level of detail required for a site plan application. *Page 24.*
    - Sec. 78-247 through 78-248
    - Introduction to Sub-Committee 8/18/2025
    - Discussed by Sub-Committee 9/22/2025
    - Discussed by Sub-Committee 1/26/2026
    - Discussed by Sub-Committee 8/17/2026
    - Discussed by Sub-Committee 9/22/2026
    - Discussed by Sub-Committee 10/21/2026
13. List those special uses which require site plan review in Article XX.
    - Discussed by Sub-Committee 8/17/2026
    - Discussed by Sub-Committee 10/21/2026
14. Place amendment regulations in its own article with specific standards and process descriptions. Specific sections would include in general, rezonings (map amendments), text amendments and conditional rezonings. *Page 25.*
    - Sec. 78-424 through 78-427
    - Introduction to Sub-Committee 8/18/2025
    - Discussed by Sub-Committee 9/22/2025
    - Discussed by Sub-Committee 1/26/2026
    - Discussed by Sub-Committee 8/17/2026
    - Discussed by Sub-Committee 9/22/2026
15. Pivot section 78-385 to a description of planning commission powers, duties and responsibilities, as enabled by state law. This section should include: the number of and process for appointing Planning Commission members, officers, bylaws, meetings, annual report, compliance with the Open Meetings Act, and preparation of a Master Plan. *Page 25.*
    - Discussed by Sub-Committee 8/17/2026

16. Include the Planning Commission's ability to investigate, require information, place conditions and the time limitation of their approval into regulations for site plan, special land use and nonconformance approvals. *Page 25.*
    - Discussed by Sub-Committee 8/17/2026
    - Discussed by Sub-Committee 10/21/2026

Update definitions:

17. Review all definitions for consistent usage, including "average grade" and "usable floor area." *Page 26.*
18. Review definitions such as "nuisance" to match, where appropriate, those in other City ordinances, with the assistance of the City Attorney. *Page 26.*
19. Update all definitions for modern understanding. For instance, "video rental establishments" could be consolidated into a service use or eliminated. *Page 26.*
20. Remove regulatory language from definitions where possible, such as removing the reference to "one-story" in the convenience grocery store definition and "separated from each other by a "firewall" from the townhome/rowhouse definition. *Page 26.*
    - Introduction to Sub-Committee 6/23/2025
    - Discussed by Sub-Committee 9/22/2025
    - Discussed by Sub-Committee 10/27/2025
    - Introduced to Planning Commission 11/12/2025
    - Public Hearing 12/10/2025
    - First reading by City Commission 2/2/2026
    - Second reading by City Commission 2/17/26
    - Published 2/25/2026
    - Effective 2/26/2026
21. Remove definitions not used outside of Article II: billboard, delicatessen, mechanical amusement device, rooming house, mobile home park/manufactured home community (due to exceptions per state law for this use, consultation with the City Attorney is recommended). *Page 26.*
    - Introduction to Sub-Committee 6/23/2025
    - Discussed by Sub-Committee 9/22/2025
    - Discussed by Sub-Committee 10/27/2025
    - Introduced to Planning Commission 11/12/2025
    - Public Hearing 12/10/2025
    - First reading by City Commission 2/2/2026
    - Second reading by City Commission 2/17/26
    - Published 2/25/2026
    - Effective 2/26/2026
22. Use graphics to simplify definitions when possible. *Page 26.*

Improve organization and navigability:

23. Consolidate all fence regulations into a single place, with the fence section of the Zoning Ordinance or the City's Fence Ordinance. *Page 26.*
    - Introduction to Sub-Committee 7/28/2025
    - Discussed by Sub-Committee 9/22/2025
    - Discussed by Sub-Committee 11/19/2025
    - Introduced to Planning Commission 12/10/2025
    - Public hearing 1/14/2026
    - Discussed by Sub-Committee 2/24/2026
    - Discussed by Sub-Committee 3/23/2026
    - Discussed by Sub-Committee 4/13/2026
    - Discussed by Sub-Committee 6/1/2026
    - Introduction to Planning Commission 6/10/2026
    - Public hearing 7/15/2026
    - Public hearing and first reading by City Commission 9/8/2026
    - Second reading by City Commission 9/21/2026
    - Published 11/5/2026
    - Effective 11/6/2026

Consolidate the "Vested Right" sections in Article I and Article XXVII. *Page 26.*

- **SEC. 78-6, 78-386**
- Introduction to Sub-Committee 7/28/2025
- Discussed by Sub-Committee 9/22/2025
- Discussed by Sub-Committee 11/19/2025
- Introduced to Planning Commission 12/10/2025
- Public hearing 1/14/2026
- First reading by City Commission 2/17/2026
- Second reading by City Commission 3/2/2026
- Published 3/12/2026
- Effective 3/13/2026

2. ~~Examine and update setbacks for generator location requirements in Section 78-217 – Projections into setbacks, based on recent variance requests.~~
3. Update the Intent of the B-2 Zoning District to reflect the description of the Central Business District Future Land Use Category in the Master Plan. *Page 16.*
    - SEC. 78-100
    - Introduced to Sub-Committee 1/28/2026
    - Introduced to Planning Commission 2/11/2026
    - Public hearing 3/11/2026
    - First reading by City Commission 4/6/2026 – postponed
    - First reading by City Commission 4/20/26
    - Second reading by City Commission 5/4/26
    - Published 5/13/2026
    - Effective 5/14/2026