



9955 N. Haggerty Road  
Plymouth, MI 48170  
plymouthtp.org

## PLANNING COMMISSION REGULAR MEETING

# Agenda – Virtual Meeting via Zoom

7:00 PM · February 17, 2021

Virtual meeting via zoom: <https://mcka.zoom.us/j/94880452534>

Zoom meeting ID: 948 8045 2534

Or use one tap mobile:  
+16468769923, 94880452534# US (New York)

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+1 312 626 6799 US (Chicago)  
Find your local number: <https://mcka.zoom.us/j/94880452534>

Meeting called to order at \_\_\_\_\_ p.m.

**1. ROLL CALL:**

- \_\_\_\_\_ Kendra Barberena, Secretary
- \_\_\_\_\_ Dennis Cebulski, Chairperson
- \_\_\_\_\_ Bob Ostendorf
- \_\_\_\_\_ John Itsell
- \_\_\_\_\_ Bob Doroshewitz
- \_\_\_\_\_ Keith Postell
- \_\_\_\_\_ Bill Pratt, Vice-Chairperson

**2. APPROVAL OF AGENDA: February 17, 2021**

Moved by: \_\_\_\_\_ Supported by: \_\_\_\_\_

Action Taken: \_\_\_\_\_

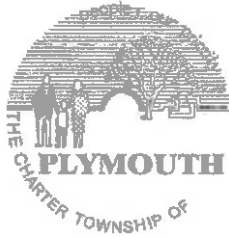
**3. APPROVAL OF MINUTES: January 20, 2021**

Moved by: \_\_\_\_\_ Supported by: \_\_\_\_\_

Action Taken: \_\_\_\_\_

**4. PUBLIC COMMENT (for items not on the agenda)**





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## PLANNING COMMISSION REGULAR MEETING

### 8. MISCELLANEOUS BUSINESS AND COMMUNICATION

- A. **Planning and Zoning Monthly Report - January 2020**
- B. **Master Plan – Verbal update on the Public Engagement Results / Draft Plan**
- C. **Annual 2020 Planning Program – Review and Recommendation to the Board of Trustees**

### 9. PLANNING COMMISSIONER COMMENTS

### 10. ADJOURNMENT

Moved by: \_\_\_\_\_ Supported by: \_\_\_\_\_

Action Taken: \_\_\_\_\_

**PLEASE TAKE NOTE:** The Charter Township of Plymouth will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at all Township Meetings, to individuals with disabilities at the Meetings/Hearings upon two weeks' notice to the Charter Township of Plymouth by writing or calling he following: Human Resource Office, 9955 N. Haggerty Road, Plymouth, MI 48170. Phone number (734) 354-3202 TDD units: 1-800649-3777 (Michigan Relay Services).

**The public is invited and encouraged to attend all meetings of the  
Planning Commission of the Charter Township of Plymouth.**



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## PLANNING COMMISSION REGULAR MEETING

# Proposed Minutes – Virtual Meeting via Zoom

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7:00 PM · January 20, 2021

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Virtual meeting via zoom: <https://mcka.zoom.us/j/99489629474>

Zoom meeting ID: 994 8962 9474

Or use one tap mobile:

+13126266799,,99489629474# US (Chicago)

Or dial by your location:

+1 312 626 6799 US (Chicago)

Find your local number: <https://mcka.zoom.us/j/abmyK5mSkH>

Meeting called to order at 7:02 p.m.

**1. ROLL CALL:       PRESENT:** Kendra Barberena, Secretary  
Dennis Cebulski, Chairperson  
Bob Ostendorf  
John Itsell  
Bob Doroshewitz  
Keith Postell  
Bill Pratt, Vice-Chairperson

**ALSO PRESENT:** Laura Haw, AICP, NCI, Planner, McKenna  
Srishti Pillutia, ENV SP, Spalding DeDecker  
Alice Geletzke, Recording Secretary

**2. APPROVAL OF AGENDA:** January 20, 2021

:

Moved by Commissioner Pratt and supported by Commissioner Barberena to approve the agenda for the regular meeting of January 20, 2021. Ayes all.

**3. APPROVAL OF MINUTES:** December 9, 2020

Moved by Commissioner Pratt and supported by Commissioner Barberena to approve the minutes of December 9, 2020 as submitted. Ayes all.

**4. PUBLIC COMMENT** (for items not on the agenda) – There was none.



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## PLANNING COMMISSION REGULAR MEETING

### 5. PUBLIC HEARING

<b>A. PC# 2362-0620</b>	<b>46200 N. Territorial, Cluster Housing Option (CHO)</b>
Applicant:	Mr. Leo Soave, Leo Soave Development, LLC
Address:	n/a
Tax ID:	R-78-033-99-0004-000
Zoning:	R-1-H, Single Family Residential District
Action Requested:	Open and Close the Public Hearing

Chairman Cebulski opened the public hearing at 7:05 p.m.

Ms. Haw reviewed the McKenna report dated January 14, 2021, Ms. Pillutia reviewed the engineering report dated January 15, 2021, and the Fire Department found no deficiencies. It was noted this is the third review of the project, with a public hearing initially held on August 19, 2020. Eight units are now proposed for the cluster housing option, rather than 10. Six units would be allowed for a platted subdivision.

Leo Gonzales, representing the applicant, addressed the Commission and answered questions regarding the concerns listed in the planning and engineering reports. Regarding sidewalks, he noted their preference to contribute to the sidewalk fund.

Commissioner Barberena read into the record the following e-mails received regarding the project:

**From:** James Curtiss <jamesccurtiss@msn.com>  
**Sent:** Tuesday, January 19, 2021 9:21 AM  
**To:** Planning Dept <planning@plymouthtp.org>  
**Subject:** Application No. 2362-0620, 46200 N. Territorial Rd.

*My wife and I own the property at 46225 N. Territorial, across the street from the above proposed cluster housing condominium development. We have lived there for more than 36 years. One of my first actions after acquiring this property was to have it made a State of Michigan Historic Site. With its early 19<sup>th</sup> century Greek Revival house, stable, barn and outbuildings it is a unique property with historical significance as the site of the 1827 founding of the Township (in our barn). I would like the Planning Commission to consider two concerns of ours.*

*First, the density of the proposed development slightly exceeds the Township requirements. The stretch of land running east on N. Territorial running from Beck Road to New England Village is characterized by large lots and mostly larger structures, in marked contrast to the proposed nine unit development. The development as proposed would stand out from what is currently a beautiful drive, one that is spectacular in the fall. Adding to the problem is that the property grade ascends north from N. Territorial, rendering the northern units very visible from the road. In consideration of this, I would ask the Planning Commission to opt for the parallel plan for six units, which would be much more compatible with the surrounding area.*

*Secondly, the entry access on the western edge poses a potential problem. When Eaton Estates was constructed, Wayne County required the developer to create a right passing lane for eastbound traffic to accommodate vehicle turning left into Eaton Estates. Unfortunately, both the developer and the County presumed the right of way to be 60 feet from the center of the road, when for our property it is only 22 feet. We were ultimately successful in having the County force the developer to fill in the huge hole, but had to sue the developer for the cost of landscape repair. The right passing lane was shorter than the County had originally required, but it seems to have been adequate. Before approval of this current proposal there should be verification that no road modification is required. Switching the entry access to the east edge of the property would allow the existing right hand passing lane to absorb the eastbound left turning traffic for this proposed development. N. Territorial has a 50 mph speed limit and many vehicles regularly exceed that. An increased volume of left turning eastbound traffic could pose a hazard.*

*Thank you for your consideration.*



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## PLANNING COMMISSION REGULAR MEETING

James C. Curtiss  
46225 N. Territorial Rd.

-----Original Message-----

**From:** Dorothy Pongracz <[dapongracz@aol.com](mailto:dapongracz@aol.com)>  
**Sent:** Friday, January 8, 2021 1:38 PM  
**To:** Planning Dept <[planning@plymouthtwp.org](mailto:planning@plymouthtwp.org)>  
**Subject:** Eaton Estates re: Soave building plan on Percell Property

*I am concerned about the damage this building project can do to the surrounding protected Tonquish Creek Wetlands and to the existing Eaton Estates Condo Properties. I am sending this email to you to express my vote against this development and to let you know that I will also send a note of objection to MEGLE, as well.*

*Thank you.  
Dorothy Pongracz  
13756 Eaton Drive  
Unit 16*

Plymouth, Mi. 48170

**From:** Dorothy Pongracz <[dapongracz@aol.com](mailto:dapongracz@aol.com)>  
**Sent:** Thursday, January 14, 2021 9:13 PM  
**To:** Planning Dept <[planning@plymouthtwp.org](mailto:planning@plymouthtwp.org)>  
**Cc:** David Chaundy <[dchaundy@herriman.net](mailto:dchaundy@herriman.net)>; [capronbbi@gmail.com](mailto:capronbbi@gmail.com); [dixiehibner@comcast.net](mailto:dixiehibner@comcast.net)  
**Subject:** Re: Eaton Estates re: Soave building plan on Percell Property

*Hello Carol,*

*Here is an email that I received in response to an email I sent inquiring about what steps Eaton Estates had to take to protect our bridge over the Tonquish Creek and to protect the DEQ wetlands that surrounds both the Purcell and Eaton Estates properties.*

*I made the inquiry to the DEQ to inquire how to protect the wetlands and avoid a potential situation with the creek and the bridge that can cause flooding to Eaton Estates properties, should Mr. Soave not get the proper DEQ and EGLE approvals to build on the Purcell property.*

*As you can see, from the email below, unfortunately, the responsibility for getting approvals from Wayne County and The State of Michigan, lies both with Plymouth Township and the builder, Mr Soave.*

*I hope both parties are willing to do their due diligence, as suggested by Mr. Richardson, to protect the Eaton Estates property, from any future flooding and to investigate the DEQ wetland situation.*

*We are asking that the Township take our concerns seriously since we are all current Plymouth Township property tax payers so we are asking to be made a priority in deciding how development of the Purcell Property is in best interest of all concerned and not just a financial coup for the builder or the Township. Builders are known to cut deals with local politicians to avoid taking the legal steps necessary to protect the current tax base's concerns, thereby making additional revenue the priority instead of existing citizen' concerns.*

*This is the email I received from the DEQ:*

**From:** "Richardson, Jeremy (EGLE)" <[RICHARDSONJ1@michigan.gov](mailto:RICHARDSONJ1@michigan.gov)>  
**Date:** January 12, 2021 at 11:38:59 AM EST  
**To:** Dorothy Pongracz <[dapongracz@aol.com](mailto:dapongracz@aol.com)>  
**Subject:** RE: Tonquash Creek Protected Wetlands

*Thank you for the information.*

*Unfortunately we do not have the ability to comment on a project until an application or meeting request is submitted by the property owner, and there is no requirement that I am aware of that requires property owners to contact EGLE before seeking local approvals.*



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## PLANNING COMMISSION REGULAR MEETING

*I reviewed our online GIS mapping for easements in the area and there are no EGLE recorded conservation easements in the area that restrict certain uses and activities in the area. These would show as a purple polygon on the image below and our GIS mapping site. We recommend contacting local or County offices to determine if there is an easement or other designation you are referring to regarding the Tonquish Creek Protected Wetlands. There may be other designations in place for the area, however we do not hold any conservation easements in the area.*

*There are maps available online that provide a preliminary screening for the occurrence of wetland areas (see image below), however these are for reference and not intended to be used as a definite yes or no. The brown is hydric soils that could contain wetland areas. A site survey would be needed to determine if wetlands are present at the site, and if so, if they are regulated under state statute. This is the responsibility of the property owner/applicant as part of their due diligence for site development. We have a voluntary service in Lansing (Wetland Identification Program) that will review and approve these surveys for a fee, however we do not have the ability to require that a wetland survey be completed.*

*Storm water management for new construction is permitted through Wayne County DPS Permits using the Wayne County Storm Water Ordinance. The ordinance is intended to prevent the concerns you have for the project regarding possible impacts from storm water discharges. We recommend contacting someone in the County storm water program if you have questions regarding the storm water requirements for the site.*

*Hope this helps, thank you again for contacting.*

Calling into the meeting with concerns were Valerie Byrd, Steve and Laura Tihanyi, Michael Warmbier, Michelle Saad, Jack Dempsey, Mary Mackie, James Curtis, Michelle Grove, and Patrick Corella. Among the issues brought forth were:

- What the public benefit is for this project, and also the benefit for the ultimate end users (future residents) of this development;
- The number of trees being removed and if more plantings could be added along N. Territorial Road to screen the residents on the south side;
- If a traffic acceleration / deceleration will be required on N. Territorial Road, concern over safety as this is a 50mph road;
- How snow removal will be handled on the new roadway, concern that it will end up on adjacent properties;
- The proximity of the new road to the backyards of existing residents (16.5-feet) on Portsmouth Crossing, causing safety issues and other issues, such as headlines from the driveways;
- A lack of recognition for the historic value and heritage of Carl Pursell who held several offices, and was the longest serving member of Congress from Plymouth Township;
- Drainage and wetland concerns especially regarding Tonquish Creek,
- Maintenance of existing property values; and
- The need for increased landscaping.

Mr. Gonzales and the engineer for the project spoke regarding these issues and answered further questions. He agreed to investigate moving the road further to the east and adding additional plantings.

Chairman Cebulski suggested that the historical heritage might be honored by naming the new street Pursell Drive and adding a plaque regarding the historical significance of the property to the identifying monument sign. It was also mentioned by Commissioners that with the reduction of units to 8 units, additional common green space should be provided for; that the driveways should be reduced; could the setbacks be reduced to relocate the road further from the western property line; issue with the lack of amenities for future residents and the sidewalk that ends half-way across unit 8, and concern over what natural features are actually being preserved.



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## PLANNING COMMISSION REGULAR MEETING

Chairman Cebulski closed the public hearing at 8:19 p.m.

Moved by Commissioner Pratt and supported by Commissioner Barberena to postpone consideration of Application #2362-0620, Cluster Housing Option at 46200 N. Territorial Road, for up to the May meeting of the Planning Commission. Ayes all.

### **PUBLIC HEARING – *Continued***

- |                   |   |
|-------------------|---|
| <b>B. PC# n/a</b> | <b>Zoning Ordinance Text Amendment: MU, Mixed-Use Development</b> |
| Section:          | Amendment to Article 28.18: Special Provisions                    |
| Action Requested: | Open and Close the Public Hearing                                 |

Chairman Cebulski opened the public hearing at 8:44 p.m. There being no public comment, the hearing was closed at 8:45 p.m.

Moved by Commissioner Pratt and supported by Commissioner Barberena to postpone consideration of Zoning Ordinance Text Amendment: MU, Mixed-Use Development, until the February Planning Commission meeting. Ayes all.

### **6. NEW BUSINESS**

- |                         |  |
|-------------------------|--|
| <b>A. PC# 2362-0620</b> | <b>46200 N. Territorial, Cluster Housing Option (CHO) – Revised Plan</b> |
| Applicant:              | Mr. Leo Soave, Leo Soave Development, LLC                                |
| Address:                | n/a  |
| Tax ID:                 | R-78-033-99-0004-000   |
| Zoning:                 | R-1-H, Single Family Residential District                                |
| Action Requested:       | Consideration and Recommendation to the Board of Trustees                |

See Page 5 (above) for motion to postpone.

- |                         |  |
|-------------------------|--|
| <b>B. PC# 2379-1220</b> | <b>Lot 23 – Metro Plymouth Business Park</b>                         |
| Applicant:              | Mr. Trevor Wilson, Concept District 2, LLC with Hillside Investments |
| Address:                | 41335 Concept Drive  |
| Tax ID:                 | R-78-025-01-0023-000   |
| Zoning:                 | IND, Industrial District   |
| Action Requested:       | Tentative and Final Site Plan Approval                               |

The McKenna report dated January 14, 2021 was reviewed by L. Haw, which recommended tentative site plan approval subject to conditions.

Ms. Pillutia reviewed the engineering report dated January 15, 2021 which recommended tentative and final site plan approval subject to conditions.





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## PLANNING COMMISSION REGULAR MEETING

The Fire Department found no deficiencies.

Trevor Wilson of Hillside Investments addressed the Commission and answered questions regarding items listed in the planner's report, including the fence which is located on the Burroughs property and the percentage of the building materials.

Moved by Commissioner Ostendorf and supported by Commissioner Pratt to grant tentative and final site plan approval to Application PC #2379-1220, Metro Plymouth Business Park at 41335 Concept Drive, subject to review by the Administrative Review Committee on the building materials percentage, to make those as large as possible, and conditioned on the outstanding items in the planning and engineering reports. Ayes all.

- C. PC# n/a                                      Zoning Ordinance Text Amendment: MU, Mixed-Use Development**  
Section:                                      Amendment to Article 28.18: Special Provisions  
Action Requested:                        Consideration and Recommendation to the Board of Trustees

See Page 5, above, for motion to postpone.

### 7. MISCELLANEOUS BUSINESS AND COMMUNICATION

- A. Planning and Zoning Monthly Report - December 2020 – Discussed and reviewed by Commissioners.**

- B. Master Plan Update - Update on Public Engagement Results / Draft Plan**

L. Haw referred to her presentation on the public engagement results to the Board of Trustees at their meeting of January 12, 2021. She also presented concept plans submitted by Township resident Leo Gonzales for two parcels of property. Mr. Gonzales discussed with Commissioners his ideas regarding these parcels.

#### **C. Election of Officers -**

##### Chairperson

Moved by Commissioner Postell and supported by Commissioner Doroshewitz to elect Dennis Cebulski as Chairperson. Ayes all with Commissioner Cebulski abstaining.

##### Vice-Chairperson

Moved by Commissioner Itsell and supported by Commissioner Doroshewitz to elect Bill Pratt as Vice-Chairperson. Ayes all with Commissioner Pratt abstaining.

##### Secretary

Moved by Commissioner Doroshewitz and supported by Commissioner Postell to elect Kendra Barberena as Secretary. Ayes all with Commissioner Barberena abstaining.



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## **PLANNING COMMISSION**

### **REGULAR MEETING**

8. **PLANNING COMMISSIONER COMMENTS** – There were none.

9. **ADJOURNMENT**

Moved by Commissioner Pratt and supported by Commissioner Barberena to adjourn the meeting at 9:47 p.m. Ayes all.

Respectfully submitted,

Kendra Barberena, Secretary



**PLANNING COMMISSION**  
**CHARTER TOWNSHIP OF PLYMOUTH**



**Application:** 2380-1220  
**Application Type:** Site Plan Review  
**Applicant:** Lot 20, Plymouth Oaks Business Park  
**Tax I.D.:** R-78-016-02-0020-000



# MCKENNA

February 10, 2021

Planning Commission  
Charter Township of Plymouth  
9955 N. Haggerty Road  
Plymouth, Michigan 48170

**RE: Project: #2380-1220, Lot 20 Plymouth Oaks Business Park**  
**Address: 14120 Sheldon Road (Lot 20)**  
**Tax ID No.(s): R-78-016-02-0020-000**  
**Applicant: Mr. Fadi Khalil, with BT Plymouth, LLC**  
**Review: Site Plan**  
**Review No.: Written Review #1**

Dear Commissioners,

As requested, we have reviewed the above application for site plan consideration. The applicant, Mr. Khalil, proposes to construct a new, single-story, multi-tenant flexible office / industrial building. The building will be approximately 10,100 square feet in size with space for five separate tenants.

The subject property is located on the southeast corner of the Plymouth Oaks Boulevard and Sheldon Road intersection. The development area is approximately 0.98 gross acres and currently consists of a vacant parcel of land with a collection of trees to the northeast corner of the site. Located within the established Plymouth Oaks Business Park, the subject site, Lot 20, is the last, unbuilt development site within the Park.

We have reviewed the above request with the Township's Zoning Ordinance, Master Plan, existing site conditions, and sound planning and design principles, in an effort to provide constructive and helpful feedback for the development of this site. We offer the following comments for your consideration:

## **SITE PLAN REVIEW**

Per section 29.2 of the Zoning Ordinance, the following principles shall be given consideration when evaluating a site plan:

### **1. Zoning and Use**

The subject site is zoned the IND, Industrial district, and no rezoning is proposed as part of this application. Per the Zoning Ordinance, the IND district is intended to accommodate a mix of manufacturing, assembly and office uses related to permitted industrial operations.

Should the eventual tenants of the building propose a use that is considered a special land use in the Industrial district, additional Planning Commission review would be triggered.

### **2. Site Design and Coordination**

The dimensional requirements for Industrial Parks (Sec. 19.1.11) and the proposed dimensions of the proposed facility are listed in the table on the following page. The proposed building is in compliance with the required dimensional standards.



Dimensional Measurement	Required Per Zoning Ord.	Proposed	Comments
Minimum Lot Area	20,000 SF	42,688.8 SF	Complies.
Minimum Lot Frontage	100-feet	198.4-feet	Complies.
Minimum Front Yard Depth	40-feet	89-feet	Complies.
Minimum Side Yard	25-feet; 40-feet adjacent to a street	East side yard: 25-feet; West side yard: 40-feet (adjacent to Sheldon)	Complies.
Minimum Rear Yard	40-feet	50-feet	Complies.
Maximum Height	35-feet	28-feet	Complies.
Maximum Percent Lot Coverage	50%	±24%	Complies.

**3. Preservation of Site Features**

The existing site is covered by 17 trees, as shown on the Demolition Plan (Sheet CD-100). The Landscape Planting Plan (Sheet LP-1) contains a tree summary that documents both the condition and size of trees preserved and those proposed to be removed from the site. Six trees will be saved, one tree will be removed due to poor condition, and ten trees will be removed but replaced with a total of 21 caliper inches of new trees, which equates to seven, three-inch replacement trees.

Additionally, according to the MEDQ Wetland inventory Map, there are no known wetlands on-site.

**4. Impact upon Public Services**

The impact of the proposed structure and use on public and utility services, including sanitary, water and storm runoff, must be found acceptable to the Township Engineer.

**5. Vehicular Access and Circulation**

Access to the site is provided from a driveway off Plymouth Oaks Boulevard, which also connects both the proposed site and the site immediately to the east through a shared access easement. The entrance driveway and parking lot are paved with asphalt. Aisle dimensions comply with Ordinance regulations.

While there appears to be enough room on-site, the applicant must submit a circulation plan that will indicate how emergency vehicles and large trucks will access the proposed overhead doors in the rear of the building (south elevation) and circulate the building.

**6. Pedestrian Access and Circulation**

The installation of a sidewalk along all public street frontages is required by Section 28.16 – Special Provisions. The applicant must install a five foot wide sidewalk along the Plymouth Oaks Boulevard



Frontage, connecting to the existing sidewalk along Sheldon Road. Alternatively, the applicant will need to submit payment in-lieu for a sidewalk along Plymouth Oaks Boulevard (approximately 200 linear feet).

The applicant proposes a five foot wide sidewalk along the northern façade of the building. The applicant should clarify how employees / customers will safely park in the rear of the lot and enter the building as no sidewalks to the building frontage from this area are proposed. We acknowledge there are rear doors on the southern façade but it is not clear if those will be made available for common, non-emergency access.

**7. Emergency Access and Vulnerability to Hazards**

Compliance with the Fire Department is required prior to a Planning Commission recommendation. Please reference the Fire Department’s report for additional information.

**8. Landscaping, Screening and Buffering**

The table below outlines the required and proposed on-site landscaping:

Dimensional Measurement	Required Per Zoning Ord.	Proposed	Comments
Replacement Tree Specifications	1:4-inches of DBH, 21-inches	7 trees, at 3-inch caliper	Complies.
Off-Street Parking Screening	10-foot buffer	10-feet along Sheldon and >10-feet along Plymouth Oaks	Complies.
Interior Landscaping Islands	25 SF per parking space	<u>Unclear</u>	25 SF x 32 parking spaces = 800 SF required. <u>The applicant must detail the square footage of any planting islands on the site plan.</u>
Interior Landscaping: Trees within Planting Islands	1 tree per 80 SF of planting area	11 trees	800 SF / 80 SF = 10 trees, required. Complies.
Street Trees	1 tree per 40-feet of site frontage	<u>Unclear</u>	<u>5 street trees are required along Plymouth Oaks Boulevard. It is unclear which trees are counted as replacement trees vs. which trees are counted as street / parking lot trees.</u>

We recommend the applicant provide additional screening along the north and west property lines.

Additionally, the applicant must detail any proposed mechanical equipment and the respective screening, if applicable.





## 9. Parking and Loading

Permitted industrial facilities within the Industrial district must provide one parking space per every 400 square feet of usable floor area. With a proposed building of 10,153 square feet, the applicant must provide 25 parking spaces. The applicant exceeds compliance in proposing 32 parking spaces, of which two are dedicated barrier-free spaces. Standard parking spaces measure 9-feet by 20-feet and dedicated barrier-free spaces measure 8-feet by 20-feet, both complying with Zoning Ordinance standards.

Additionally, one, 10-foot by 50-foot loading zone is proposed along the southern elevation, screened from sightlines of both Sheldon Road and Plymouth Oaks Boulevard.

## 10. Building Design and Architecture

The applicant proposes a single-story building with varying façade materials, including color impregnated concrete block, standard concrete block, brick, limestone trim and Hardie Reveal Panels. Steel beam canopies are also proposed above three of the tenant entrances on the north façade.

Per section 28.14 – Building Design Standards, a minimum of 75% of all building façades shall consist of masonry products. The remaining 25% of the building may consist of cement board siding, stucco, etc. The percentages of each façade material must be provided for final consideration. Additionally, due to the number of building materials and capping treatments (i.e., EFIS, aluminum coping, and aluminum face) we recommend colored elevations and building samples are provided on the final site plan and to the Commission for review.

The general design provides more façade articulation and material variation, especially on the northern façade facing Plymouth Oaks Boulevard and on approximately a quarter of the eastern and western façades, than other cement block facilities within the business park. However, due to the amount of various building materials, the Commission may wish to consider ways to unify the façade. For instance, on the western façade, the use of color impregnated concrete block on both the north and south portions of the wall (with a brick wall detail in-between) may lend to a more consistent building appearance from Sheldon Road than the current combination of color impregnated concrete block, brick and then concrete block.

All rooftop equipment must be detailed and screened from view as well.

Additionally, the applicant proposes shared access and use of the dumpster on the adjacent property, which is located just east of the subject site. We do not have concern over the use of this shared dumpster but recommend the existing dumpster gates be replaced as they appear to be in disrepair.

## 11. Exterior Lighting

The applicant must submit a photometric plan in accordance with the regulations set forth in Sec. 28.8 – Exterior Lighting.



**RECOMMENDATION**

Based on the findings above, we recommend that the Planning Commission discuss the outstanding items with the applicant and grant tentative site plan approval, contingent on the above underlined items being addressed prior to final site plan submission and a second review by the Planning Commission.

Please do not hesitate to contact me if you have any questions. Thank you.

Respectfully submitted,

**McKENNA**

Laura E. Haw, AICP, NCI  
Senior Principal Planner

Stephanie Peña  
Assistant Planner



February 9, 2021

The Planning Commission  
Plymouth Charter Township  
9955 North Haggerty Road  
Plymouth, Michigan 48170

Re: Lot 20 Plymouth Oaks Business Park SP1  
Application No. 2380-1220  
SDA Review No. PL21-105

Dear Commission Members:

We have reviewed the Site Plans for the above referenced project prepared Angle Design & Engineering dated December 1, 2020 and received by our office February 4, 2021. We have the following comments:

A. General

The site is located on Plymouth Oaks Blvd and east of the Sheldon Road intersection. It is noted as 0.98 acres total area. The site currently is vacant on lot 20.

B. Water Main

The township records show that there is an existing 12" watermain on the north side of Plymouth Oaks Blvd. The plans indicate a 2" lead connection to the existing 12" watermain. Additional details on this connection must be provided prior to engineering review.

C. Sanitary Sewer

There is an existing 8" sanitary sewer on the south side of Plymouth Oaks Blvd. The plans indicate a 6" lead connection to the existing 8" sanitary sewer.

D. Storm Drainage

The plans show onsite stormwater to discharge to an existing catch basin north of the property on the south side of Plymouth Oaks Blvd. The stormwater will eventually go to a regional detention basin east of the property on Plymouth Oaks Blvd (not shown on plans).

E. Site Paving

The site is accessed by a drive approach connected to the south side of Plymouth Oaks Blvd. A fire truck turn radius plan is required to show 90 degree turns around the parking lot to ensure that the trucks can properly maneuver. Also include the delivery and sanitation trucks in the turning plan to ensure proper maneuvering is possible for these trucks as well. An ingress/egress access agreement will be required with the neighboring lot 19.

**Preliminary Engineering Review**

For Final Engineering approval, the engineering plans must be complete, in conformance with Township requirements, approved by Spalding DeDecker, all permits secured and provided, and engineering escrow fees deposited with Plymouth Township Treasurer. Our preliminary engineering review comments are provided and required at the final engineering review:

1. Provide the cost estimate for construction of all the underground utilities and paving and grading to be installed with this project. The engineering review and construction inspection fees that we will compute based on the said estimate must be submitted to the Township prior to engineering plan review and approval.
2. The 2020 Plymouth Township standard detail sheets must be included on the plans.
3. Note the size and cover type of proposed storm sewer structures on the utility plan.
4. All existing and proposed hydrants to be shown on the plans. Hydrants shall be installed consistent with the current Fire Prevention Code but in general so that no part of any building shall be more than 300 feet from any hydrant as measured along the shortest feasible exterior surfaced route for laying hose, and shall be placed at least 25 feet from any exterior wall, or a distance greater than the wall height, whichever is larger.
5. Include total quantities of watermain and sanitary sewer including appurtenances on the utility plan. A tapping sleeve valve and well should be included for the 2" water service lead tap.
6. The street name is Plymouth Oaks Blvd not Plymouth Parks Blvd, please revise on all applicable drawings.
7. On Sheet CU-100 All proposed utilities should be shown in darker line weight than the existing utilities. The existing watermain on the north side of Plymouth Oaks Blvd is 12" not 8".
8. Please provide an overall drainage coefficient calculation. Attached as-builts include the original regional detention system.
9. Any slopes exceeding 1:3 will require a retaining wall.
10. Include note on plan: "Restoration of any existing hard surface area, of any type, required as a result of removal of existing surfacing by Plymouth Township forces or agents during the course of maintenance of water main or sanitary sewer located under pavement, is the responsibility of the owner of this site and will not be performed by, nor paid for by Plymouth Township".

#### Permits Required

Based on those improvements depicted on the plans, the following permits may be required and will need to be provided to the Township:

1. Copy of Wayne County Department of Public Services approval and permit.
2. Copy of Soil Erosion and Sedimentation permit from Wayne County Department of Public Services, Land Resource Management Division.
3. Ingress Egress easement agreement with Lot 19 of Plymouth Oaks Business Park to be provided for shared use of the existing drive approach on Plymouth Oaks Blvd.
4. NPDES Notice of Coverage Documentation, if applicable.

5. EGLE Permit for any proposed work in 100-year flood plain, if applicable.
6. A Letter of Map Revision must be requested through Federal Emergency Management Agency (FEMA) for the Flood Insurance Rate Map (FIRM) where portions of 100-year floodplain limit is proposed to be relocated, if applicable.
7. EGLE Permit for all proposed work within the state-regulated wetlands, if applicable.
8. Storm Water Agreement (for the stormwater system improvement on the site).
9. Maintenance bond and insurance for the water main and/or hydrant to be dedicated to the township.
10. Confirm that pavement is allowed within the private sign easement as shown on CD-100.

Please be aware that additional comments may arise with the submittal of the requested revisions and/or additional information.

**RECOMMENDATION**

We recommend approval of the Tentative and Final Site Plan, conditional upon all of the above comments being addressed to the satisfaction of the Planning Commission. Final engineering approval is not recommended at this time due to the number and nature of the comments.

The comments are not to be construed as approvals and are not necessarily conclusive. The final engineering plans for this development are to be prepared in accordance with the Plymouth Township Engineering Design Standards and 2020 Plymouth Township Standard Details. Sanitary sewer and water benefit fees may be applicable for this project.

If you have any questions regarding this matter, please contact our office at your convenience.

Sincerely,

**SPALDING DEDECKER**



Srishti Pillutla, ENV SP  
Project Engineer

cc: Patrick Fellrath, Director of Public Utilities, Charter Township of Plymouth (via Email)  
Carol Martin, Office Manager, Charter Township of Plymouth (via Email)



# PLYMOUTH TOWNSHIP FIRE DEPARTMENT

9955 N. Haggerty Rd  
Plymouth, Michigan 48170-4673

(734) 354-3219 Fax: (734) 354-9672  
Emergency - Dial 911

**Occupant Name:** Lot 20 Plymouth Oaks  
**Address:** 14120 Sheldon rd.  
**Suite:**  
**Inspection Date:** 2/8/2021  
**Inspection Type:** Site Plan  
**Inspected By:** Jeff Randall  
 jrandall@plymouthtp.org  
**Occ. Sq. Ft.:**  
**Lockbox Location:**  
**Contacts:** -None-


Insp. Result	Location	Code Set	Code
Pass	Floor 1	IFC 2012 Section 503 Fire Apparatus Access Roads	503.1 - Fire Access Roads
Pass	Floor 1	IFC 2012 Section 503 Fire Apparatus Access Roads	503.1.1 - Buildings and facilities.
Fail	Floor 1	IFC 2012 Section 507 Fire Protection Water Supplies	507.5.1 - Fire Hydrant Location

**Inspector Comments:** Where required.  
 Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 400 feet (122 m) from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the fire code official.  
**Exceptions:**  
 1. For Group R-3 and Group U occupancies, the distance requirement shall be 600 feet (183 m).  
 2. For buildings equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2, the distance requirement shall be 600 feet (183 m).

**Inspector Comments:** No fire hydrants are marked on this site plan. GIS system shows hydrant located north side of Plymouth Oaks Boulevard across from neighboring structure.

## ALL PLAN DEFICIENCIES MUST BE CORRECTED BEFORE PLANS ARE APPROVED.

To schedule additional plan reviews, please call Inspector Jeff Randall at 734-354-3219. Approval of plans does not remove the contractor or other responsible party from responsibility for adhering to all applicable codes and ordinances.

**Inspector:**   
 Jeff Randall  
 2/8/2021

Ref: 2693





**PLANNING COMMISSION  
CHARTER TOWNSHIP OF PLYMOUTH**



**Application:** 2377-1120  
**Application Type:** Site Plan Review (Tentative)  
**Applicant:** Home for Mom and Dad  
**Tax I.D.:** R-78-028-99-0002-000/R-028-99-0001-000



**MCKENNA**

February 9, 2021

Planning Commission  
Charter Township of Plymouth  
9955 N. Haggerty Road  
Plymouth, Michigan 48170

**RE: Project: #2377-1120, Home for Mom and Dad Assisted Living Facility**  
**Address: 39625 Plymouth Road**  
**Tax ID No.(s): R-78-028-99-0001-000, R-78-028-99-0002-000**  
**Applicant: Mr. Ben Arcenal, Mom and Dad Assisted Living Facility**  
**Review: Site Plan – Tentative**  
**Review No.: Written Review #2**

Dear Commissioners,

We have reviewed the above application with revised site plans (dated January 18, 2021), for tentative site plan consideration for Phase I only. The applicant, Mr. Ben Arcenal, proposes to construct a phased assisted living facility with a total of twenty (20) beds for Phase I. Mr. Arcenal received special land use approval, with conditions, for the proposed assisted living facility at the December 9, 2020 Planning Commission meeting.

The subject site consists of two parcels (R-78-028-99-0001-000 and R-78-028-99-0002-000) and is generally located south of Plymouth Road between Sycamore Road and Eckles Road. The site is approximately 3.77 gross acres in size and currently consists of wooded land and a vacant, dilapidated dwelling unit.

We have reviewed the above request with the Township's Zoning Ordinance, Master Plan, existing site conditions, and sound planning and design principles in an effort to provide constructive and helpful feedback for the development of this site. We offer the following comments for your consideration:

**SITE PLAN REVIEW**

Per section 29.2 of the Zoning Ordinance, the following principles shall be given consideration when evaluating a site plan:

**1. Zoning and Use**

The subject site is zoned the C-2, General Commercial district, no rezoning is proposed as part of this application. Per the Zoning Ordinance, the C-2, General Commercial district is considered an eligible site for elderly housing, including assisted living facilities, under special land use review, which was granted (with conditions) at the December 9, 2020 Planning Commission meeting.

Additionally, a land combination of parcels R-78-028-99-0001-000 and R-78-028-99-0002-000 is required before proceeding with development. The applicant must submit a Land Combination application with the Township for administrative review.

Lastly, as the development is proposed as three (3) potential phases, this site plan only applies to Phase I. Future review and consideration by the Planning Commission for Phase II and III will be required at a later date should the applicant proceed with the entire project.

**HEADQUARTERS**

235 East Main Street  
Suite 105  
Northville, Michigan 48167

O 248.596.0920  
F 248.596.0930  
MCKA.COM

**Communities for real life.**



## 2. Site Design and Coordination

The dimensional requirements and the proposed dimensions of the Phase I facility and units are listed in the table below.

Dimensional Measurement	Required Per Zoning Ord.	Proposed	Comments
Minimum Front Yard Depth	10 feet	109 feet	Complies.
Minimum Side Yard	10 feet, total of 20 feet	48 feet (east), 125 feet (west)	Complies.
Minimum Rear Yard	20 feet	+125 feet	Complies.
Minimum Livable Floor Area	350 SF for studio; 500 SF for 1-bedroom; 600 SF for 2+ bedrooms	1-bed units (9 with no showers) = 273 SF ea. 1-bed units (4 with showers) = 273 SF ea. Deluxe 1-bed unit (1) = 381 SF ea. 2-bed unit (3 total) = 381 SF ea.	<u>Please refer to notes below.</u>
Maximum Height	35 feet	35 feet	Complies.

Extensive discussion at the December 9, 2020 Planning Commission meeting, where Mr. Arcenal and the project architect were present, alluded to the Commission's flexibility to consider incorporating communal space square footages (divided per resident) with actual dwelling unit square footages to determine compliance with the Township Ordinance's minimum dwelling unit square footage calculations. This consideration has been made on that basis that as an assisted living facility, kitchen and dining facilities are not provided in each room, but rather communal activities.

In this circumstance, the applicant is proposing a total of 2,784 square feet<sup>1</sup> of communal spaces, resulting in an additional 139.2 square feet per resident. The communal spaces consist of the following

---

<sup>1</sup> The communal spaces included in our calculation are limited to the proposed square footages provided on sheet A-101 for the following rooms: Activity Room, Great Room, Dining Room and Family Room. It does not include the shared restrooms.



rooms: Great Room, Dining Room, Family Room, and Activity Room, the new communal room which has been added to the southern end of the building.

\*Please note that the applicant will need to clarify the Family Room square footage dimensions as there is a slight discrepancy on Sheet A101.

With the inclusion of these common areas (+139.2 SF), the following minimum livable floor areas, per resident, are proposed as follows:

Room Type	Number of Rooms	Actual Square Footage of Each Room	Total Square Footage, per Room, after Including Common Area Square Footage <sup>2</sup>	Required Per Zoning Ord.
1-bedroom unit (no shower)	9 rooms	273 SF	412.20 SF	350 SF
1-bedroom unit (with shower)	4 rooms	273 SF	412. 20 SF	350 SF
1-bedroom Deluxe unit (with shower)	1 room	381 SF	520. 20 SF	350 SF
2-bedroom unit (with shared shower) "2-bedroom"	3 rooms, total of 6 beds	381 SF	520.20 SF	600 SF
<b>Totals:</b>	<b>17 rooms / 20 beds</b>	<b>5,073 SF</b>	<b>7,439.40 SF</b>	<b>6,700 SF</b>

While the applicant has made progress with the minimum square footage per room requirement since the last Planning Commission meeting, we find there is still an opportunity to increase the square footage so that all the room types above can meet the minimum standard.

We also continue to express concern over the 2-bedroom unit as there is limited separation between the two beds and no wall offering privacy. To address the 2-bedroom unit, there are several options, including reducing the 2-bed unit to a 1-bed unit and providing at least the minimum livable floor area of

<sup>2</sup> This assumes the addition of 139.20 SF of common area space per resident, but is subject to change after a revised floor plan is submitted.





350 square feet; or expanding the footprint for the 2-bedroom unit to meet the defined 600 square foot minimum, with the addition of a wall to define the room as a 2-bedroom unit.

To move forward, we request floor plans are submitted with the square footage calculation and end value of each common room are identified. The floor plan should also be shaded to illustrate the area which is counted as usable floor area. It is unclear from Sheet A101 of the site plan how the square footage of each room is measured; usable floor area only includes the space between the interior face of the walls. A hatched floor plan detailing the usable floor areas would be helpful in understanding the true area available to future residents. It is important to note that this decision regarding room sizes will only affect Phase I of this project and may not be applicable to other future phases of the development.

Lastly, Section 28.65: Elderly Housing of the Zoning Ordinance requires common outdoor space be provided, as follows:

- (a) The total area shall equal or exceed ten (10) percent of the gross floor area of all buildings in the project.*
- (b) Recreation space shall include areas for both passive and active recreation.*
- (c) If developed in phases, the recreation space improvements shall be completed in proportion to the gross floor area constructed in each phase.*
- (d) Off-street parking areas, street rights-of-way or street setback areas, access drives, perimeter yard setbacks and submerged land areas of a pond, lake, river or stream shall not be counted as recreation space.*

The site plan must detail how these requirements are met.

As previously recommended by a Commissioner, the addition of a courtyard may be an ideal way to provide safe recreation / outdoor space for residents.

### **3. Preservation of Site Features**

The existing site is largely covered by wooded areas and is adjacent to the Rouge River, which are important features to the Township's community character. Consideration of the Rouge River and its watershed is crucial as they abut the proposed project to the southwest. There are no regulated wetlands within 50 feet of the proposed project. A detention basin is proposed at the southern end of the site.

A Tree Inventory (Sheet 7) and Tree Inventory Plan (Sheet 6) document both the condition and size of trees on the proposed site, as well as trees for preservation or removal, respectively. The applicant complies with the replacement tree specifications. However, we do have concerns regarding some of the replacement tree locations, and if those trees may be negatively impacted with future construction of Phase II. The landscape architect should provide additional information, to the satisfaction of the Planning Commission, as to if these trees could be successfully protected during future on-site construction.

### **4. Impact upon Public Services**

The impact of the proposed structures and use on public and utility services, including sanitary, water and storm runoff, will need to be reviewed by the Township Engineer.



## 5. Vehicular Access and Circulation

Access to the site is from a single drive on Plymouth Road.

The applicant has submitted a Circulation Plan that accounts for the accessibility to the site by delivery trucks and fire trucks / EMS vehicles. The entrance driveway, parking lot, and loading zone are paved with concrete, while the emergency access drive that loops around the southern portion of the building is proposed to be gravel. The emergency access road will need to be realigned with the construction of the building in Phase II, we recommend the site plan show how the access road will be configured once Phase II is constructed and what material it will be comprised of; it was previously recommended by a Commissioner that the fire access route consist of a pedestrian pathway around the buildings to serve as a site amenity, but also functional emergency access.

## 6. Pedestrian Access and Circulation

A five (5) foot wide concrete sidewalk is proposed along the Plymouth Road frontage, stopping short of the western property line due to obstruction by a ravine. The installation of a sidewalk along all public street frontages is required by Section 28.16 – Special Provisions. The applicant has noted that the proposed project is currently under review by Wayne County and final determination of the treatment of the westerly end of the Plymouth Road sidewalk will be determined through the Wayne County review process. This item will need to be addressed during final site plan review.

Additionally, in accordance with Section 28.65 – Special Provisions, elderly housing, the applicant has proposed the required five (5) foot concrete sidewalk from the main building entrance to the proposed sidewalk along Plymouth Road.

## 7. Emergency Access and Vulnerability to Hazards

Compliance with the Fire Department is required prior to Planning Commission final site plan approval. Please reference the Fire Department's report for additional information.

## 8. Landscaping, Screening and Buffering

The landscaping items on the following page must be addressed prior to final site plan, but are not a requirement for tentative site plan consideration.

Also, please note, the applicant is not proposing any street trees along Plymouth Road where Phase III is planned. At the time this is developed, the applicant will need to provide additional street landscaping. This area will remain as vegetated until then. This area will also be subject to replacement tree requirements when developed. A note to this effect must be added to the cover sheet.



Dimensional Measurement	Required Per Zoning Ord.	Proposed	Comments
<b>Replacement Tree Specifications</b>	1-inch caliper for every 4-inches of DBH removed  133 DBH removed = 33 caliper inches in replacement	11, 3-caliper-inch trees (33 caliper inches total)	Complies.
<b>Off-Street Parking Screening</b>	10-foot buffer	10-foot buffer, with some trees and shrubs	<u>While some additional vegetation has been added, we recommend the proposed row of Yews along Plymouth Road be extended to the east, starting on the east edge of the north / south sidewalk, and run south towards the grouping of the three Radiant Crabapples.</u>
<b>Planting Islands</b>	1 tree per 80 square feet of planting area  500 SF / 80 SF = 6.25 trees (required)	7 trees	Complies.
<b>Street Trees</b>	1 tree per 40-feet of site frontage  389.22' (site frontage) – 86' (preserved area) = 303.22/40 = 8 trees	8 trees	Complies.

**9. Parking and Loading**

Per Section 24.5 of the Ordinance, the applicant must provide one parking space per four units, and an additional parking space per each employee on the largest shift. With 20 units and five employees present during the largest shift, ten parking spaces are required. The applicant exceeds compliance with proposed 20 parking spaces, including two dedicated barrier-free spaces.

However, the Cover Sheet notes that in addition to the five employees, there will also be ancillary staff to take care of responsibilities such as cooking, cleaning, and other group activities. The site plan must be revised to state how many employees (total) will be on the largest working shift and the parking adjusted, if necessary, to accommodate all employees.

Dimensions of the parking spaces, including barrier-free spaces, comply with Section 24.7 and 24.8 of the Zoning Ordinance.

A 10-foot by 50-foot loading zone is proposed on the western side of the building near the kitchen facilities.



## 10. Building Design and Architecture

The applicant has proposed a single-story building with varying façade materials, including, brick, stucco board, and split face block. As an assisted living facility, the building design resembles a residential use, similar to the adjacent commercial property to the west.

Per section 28.14 – Building Design Standards, a minimum of 75% of all building façades shall consist of masonry products. The remaining 25% of the building may consist of cement board siding, stucco, etc. While not required for tentative site plan approval, the percentages of each façade material must be provided for final consideration. Additionally, the elevations must be dimensioned. Color and material samples must be provided to the Commission prior to final site plan approval. We recommend the Commission provide direction to the applicant regarding the building design at this stage.

The applicant also proposes a dumpster enclosure with six-foot high masonry walls (with a brick veneer façade to match the building), with a precast concrete cap, and a vinyl gate with angle framing. To comply with Section 28.9.2, the applicant must ensure the dumpster enclosure gates are of an approved wooden material.

## 11. Exterior Lighting

The Photometric Site Plan details six parking lot light poles (at 20-feet in height) with illumination levels well under Ordinance maximums. The applicant noted that no building mounted lighting is proposed.

## RECOMMENDATION

Based on the findings above, we recommend that the Planning Commission discuss the outstanding items with the applicant, provide direction on the individual room size and common space areas, and request that a revised site plan be submitted which addresses the above outstanding items.

Please do not hesitate to contact me if you have any questions. Thank you.

Respectfully submitted,

**McKENNA**

Laura E. Haw, AICP, NCI  
Senior Principal Planner

Stephanie Peña  
Assistant Planner

February 9, 2021

The Planning Commission  
Plymouth Charter Township  
9955 North Haggerty Road  
Plymouth, Michigan 48170

Re: Home for Mom and Dad Assisted Living Facility SP2  
Application No. 2377-1120  
SDA Review No. PL20-117

Dear Commission Members:

We have reviewed the revised site plans for the above referenced project prepared by GreenTech Engineering dated January 18, 2021 and received by our office January 22, 2021. We have the following comments:

A. General

The site is located on Plymouth Road and extends to Edward N Hines Dr to the south. The site is located just east of Sycamore Rd. It is noted as 3.77 acres total area for two parcels. The site is currently vacant on Parcel 2, but there is an existing dilapidated building on Parcel 1.

B. Water Main

The township records show that there is an existing 16" watermain on the north side of Plymouth Road.

The plans indicate an 8" connection to the existing 16" watermain with directional boring under Plymouth Road. Note that a tapping sleeve and gate valve in a well will be required for this connection.

C. Sanitary Sewer

There is an existing 8" sanitary sewer south of Plymouth Road and a 15" sanitary sewer with an existing 20' wide utility easement running through the center of Parcel 2. There is also a 36" sanitary sewer and a 12" WTUA sanitary sewer to the south of the property (north of Edward N Hines Dr).

The proposed project shows a connection to the 8" sanitary sewer on the south side of Plymouth Road with a 6" lead and a monitoring manhole prior to the building connection.

D. Storm Drainage

The plans show a stormwater detention basin at the south end of the site. The stormwater control system and outlet to the Middle Branch River Rouge will require approval and a permit from Wayne County DPS and the Michigan Department of Environment, Great Lakes & Energy (EGLE) for any work in the wetland or the 100 year floodplain.

Per Wayne County Standards for Stormwater and Plymouth Township Design Standards, access easement with a minimum width of 25 feet to the proposed detention ponds area and 15 feet wide maintenance area around basins must be provided and labeled on the plans.

**E. Site Paving**

The site is accessed by a drive approach connected to the south side of Plymouth Road. Provide the recorded document for the Plymouth Road Exception Dedication to Board of County Road Commissioners Liber 13372 Page 527 Register No. E234370 WCR.

**F. Miscellaneous**

EGLE is the final authority for the location of all wetland boundaries and the determination of their regulatory status.

**Preliminary Engineering Review**

For Final Engineering approval, the engineering plans must be complete, in conformance with Township requirements, approved by Spalding DeDecker, all permits secured and provided, and engineering escrow fees deposited with Plymouth Township Treasurer. Our preliminary engineering review comments are provided and required at the final engineering review:

1. Provide the cost estimate for construction of all the underground utilities and paving and grading to be installed with this project. The engineering review and construction inspection fees that we will compute based on the said estimate must be submitted to the Township prior to engineering plan review and approval.
2. The 2020 Plymouth Township standard detail sheets must be included on the plans.
3. On site pavement, water main, sanitary sewer and storm sewer and quantities must be shown on the plans.
4. A catch basin with two (2) foot sump is required in the first structure upstream of the storm outlet to the detention basin.
5. Note the size and cover type of proposed storm sewer structures on plan.
6. Storm and sanitary sewer profiles must be included on the plans.
7. Applicable Wayne County standard details must be included on the plans.
8. Include note on plan: "Restoration of any existing hard surface area, of any type, required as a result of removal of existing surfacing by Plymouth Township forces or agents during the course of maintenance of water main or sanitary sewer located under pavement, is the responsibility of the owner of this site and will not be performed by, nor paid for by Plymouth Township".
9. Provide additional details to show that the proposed stormwater outlet.

10. There is a six inch high pressure gas main as well as a two inch medium pressure gas main and possibly a 16 inch oil pipeline as well as a twenty four inch storm sewer on the north side of Plymouth Road in the vicinity of a proposed water main tap/connection and bore under Plymouth Rd. Detailed plans of the bore pits will be required during engineering plan review to confirm that no conflicts will exist. Appropriate "Caution" notes should be added to the plans.
11. The proposed gravel emergency access drive location and the future Phase II 1 story building location are in conflict as shown on the plans. This should be discussed with the Plymouth Township Fire Marshall for any specific requirements to meet the Fire Code for Phase I and the Phase II building development.
12. Integral Concrete Curb & Walk detail to be per Plymouth Township Standards as shown on the Grading, Drainage, and Surfacing Detail Sheet.
13. No plantings will be permitted within the existing 20 foot sanitary sewer easement.
14. A land combination will be required for the combination of Parcel 1 and 2.
15. The hydrant shall be located no closer than 5 feet and no further than 15 feet from the back of curb, and within 125 feet of the FDC.

#### **Permits Required**

Based on those improvements depicted on the plans, the following permits may be required and will need to be provided to the Township:

1. Copy of Wayne County Department of Public Services approval and permit.
2. Copy of Soil Erosion and Sedimentation permit from Wayne County Department of Public Services, Land Resource Management Division.
3. Watermain easement to be provided and must be on Plymouth Township Standard Easement document and include a sketch. A storm sewer easement for the proposed discharge to the Rouge River will also be needed from Wayne County. The storm sewer easements must also be on Plymouth Township Standard Easement document and include a sketch unless specified otherwise by Wayne County. A current title policy for ownership verification shall be provided with all executed easements submittals to this office.
4. NPDES Notice of Coverage Documentation.
5. EGLE Permit for any proposed work in 100-year flood plain.
6. A Letter of Map Revision must be requested through Federal Emergency Management Agency (FEMA) for the Flood Insurance Rate Map (FIRM) where portions of 100-year floodplain limit is proposed to be relocated.



7. EGLE Permit for all proposed work within the state-regulated wetlands.
8. Copy of State (EGLE) Construction Permit where public water main construction is proposed.
9. Storm Water Agreement (for the stormwater system improvement on the site).
10. Maintenance bond and insurance for the water main to be dedicated to the township.

Please be aware that additional comments may arise with the submittal of the requested revisions and/or additional information.

**RECOMMENDATION**

We recommend approval of the Tentative and Final Site Plan, conditional upon all of the above comments being addressed to the satisfaction of the Planning Commission. Final engineering approval is not recommended at this time due to the number and nature of the comments and the review of future building phases will be submitted at a later date for separate review and approval.

The comments are not to be construed as approvals and are not necessarily conclusive. The final engineering plans for this development are to be prepared in accordance with the Plymouth Township Engineering Design Standards and 2020 Plymouth Township Standard Details. Sanitary sewer and water benefit fees may be applicable for this project.

If you have any questions regarding this matter, please contact our office at your convenience.

Sincerely,

**SPALDING DEDECKER**



Srishti Pillutla, ENV SP  
Project Engineer

cc: Patrick Fellrath, Director of Public Utilities, Charter Township of Plymouth (via Email)  
Carol Martin, Office Manager, Charter Township of Plymouth (via Email)





# PLYMOUTH TOWNSHIP FIRE DEPARTMENT

9955 N. Haggerty Rd  
Plymouth, Michigan 48170-4673

(734) 354-3219 Fax: (734) 354-9672  
Emergency - Dial 911

<b>Occupant Name:</b>	Home for Mom & Dad	<b>Inspection Date:</b>	1/27/2021
<b>Address:</b>	000 Plymouth rd	<b>InspectionType:</b>	Site Plan
<b>Suite:</b>		<b>Inspected By:</b>	Jeff Randall jrandall@plymouthtwp.org
<b>Occ. Sq. Ft.:</b>		<b>Lockbox Location:</b>	

**Contacts:** -None-

Insp. Result	Location	Code Set	Code
Pass	Floor 1	IFC 2012 Section 503 Fire Apparatus Access Roads	503.1 - Fire Access Roads
Pass	Floor 1	IFC 2012 Section 503 Fire Apparatus Access Roads	503.1.1 - Buildings and facilities.
Pass	Floor 1	IFC 2012 Section 503 Fire Apparatus Access Roads	503.3 - Marking of fire lanes

**No deficiencies found. Plans are approved as submitted.**

**Inspector Comments:** Fire access road was widened from 14ft. to 20ft. Fire Department is satisfied with the changes.

**Inspector:**

Jeff Randall  
1/27/2021

Ref: 2686



# Memorandum

**TO:** Board of Trustees and Planning Commission  
Charter Township of Plymouth, Michigan

**FROM:** Laura Haw, AICP, NCI  
Natalie Bond

**SUBJECT:** Planning, Zoning, Design and Economic Development Report - January, 2021

**DATE:** February 1, 2021

McKenna provides day-to-day assistance to the Township, applicants, and the public regarding zoning, planning and economic development matters, including on-site office hours every morning and as-needed.

## PLANNING, ZONING, DESIGN AND ECONOMIC DEVELOPMENT ACTIVITY

As part of our services to the Township, McKenna reviews Planning Commission applications and provides recommendations on long range planning, land use, zoning and design. There are also a number of administrative site plans / projects that McKenna reviews and administers. The following is a summary of current and ongoing developments; yellow highlighting indicates new updates for the month.

Planning and Zoning Active Projects		
PROJECT	BACKGROUND	STATUS / NEXT STEPS
#2262 <i>Plymouth Park &amp; Eats</i>	Revised site plan for a year-round food truck park approved, with conditions, by the Planning Commission on December 18, 2019.	Project on-hold with the Building Dept.
#2271 <i>Quick Pass Car Wash</i>	Final site plan approval for a car wash, with conditions, granted by the Planning Commission on February 20, 2019.	Applicant working with Wayne County; anticipates March for demolition.
#2306 <i>41661 Plymouth Hillside Residences</i>	Planned Unit Development for 88 residential units, two extensions granted by the Board of Trustees.	No resubmission by applicant, file closed.
#2312 <i>Ponds at Andover</i>	Residential development with seven single-family detached units, approved, with conditions, by the Board of Trustees on August 25, 2020.	Recording of the CHO Agreement and final stamp pending.



Planning and Zoning Active Projects

PROJECT	BACKGROUND	STATUS / NEXT STEPS
#2314 15100 Fogg	New industrial building.	Final stamp pending, awaiting final engineering approval.
#2320 V-Tech Business Park	Final site plan approval, with conditions, granted by the Planning Commission for a 10-lot Business Park on April 17, 2019 for infrastructure and utilities only.	Approval granted for a one-year site plan extension at the May 13, 2020 Planning Commission meeting, to expire on April 17, 2021.
#2325 40880 Ann Arbor Burger King	Final site plan approval, with conditions, granted by the Planning Commission on March 18, 2020 for a building remodel.	Administrative review committee to review the revised site plan and signage plan, prior to final stamp.  Unable to reach applicant re: will an extension be requested? File to be closed unless the Township receives a response by February 15, 2021.
#2332 Boleski Funeral Home	Applicant withdrawn from the April 17, 2019 Planning Commission agenda. Tentative site plan approval, with conditions, granted on March 18, 2021.	Awaiting final site plan submission by the applicant.  File to be closed unless the Township receives a response by February 15, 2021.
#2340 43939 Plymouth Oaks	Administrative site plan review for a parking lot expansion at the Illmore facility.	Awaiting Wayne County permits; a one-year site plan extension request granted on June 23, 2020, to expire on June 23, 2021.
#2346 Phoenix Mill	Redevelopment of the former Wayne County Road Yard, adjacent to Hines Park, into a restaurant and event space.	Planning Commission granted Final Site Plan approval on July 15, 2020 for the restaurant use only. The Township had a follow up call with Wayne County and the applicant regarding parking on September 9, 2020.
#2349 General Drive Storage	Extension of the existing Stow-and-Go storage facility on General Drive.	Final stamp pending, awaiting final engineering plans and easement documents.
#2351 Suburban Cadillac Remodel	Building façade renovations and new landscaping proposed. Final site plan approval, with conditions, granted at the March 18, 2020 Planning Commission meeting.	Final stamp pending, awaiting final engineering plans.
#2355 42480 Postiff	Application for two additional professional office space buildings. Final site plan approval, with conditions, was granted on March 18, 2020.	Applicant is to request a one-year extension, would like to construct in 2022+.
#2358 47334 Joy	Land division request for three resulting lots for additional single-family homes.	Review complete; minimum dimensional requirements are not met for the R-1-H District, applicant to resubmit plans by March 10, 2021 or the file will be closed.
#2361 Margate Residential Subdivision	Application submitted for a Cluster Housing Option at 9295 Canton Center Road for 30 single family homes.	Final stamp in progress.



Planning and Zoning Active Projects

PROJECT	BACKGROUND	STATUS / NEXT STEPS
#2362 46200 N. Territorial	Proposed Cluster Housing Option for nine detached, single-family homes. Public hearing held at the August 19, 2020 and January 20, 2021 Planning Commission meeting.	Application tabled, applicant to submit revised plans to the Township for the next available Planning Commission meeting.
#2366 Margate Development Plan	Site development plan for a Cluster Housing Option at 9295 Canton Center Road for 30 detached, single-family homes.	Tentative Development Plan approval, with conditions, granted at the October 14, 2020 Planning Commission meeting.
#2368 Bank of Ann Arbor Expansion	Application submitted for new parking lot and landscaping at 1313 & 1333 Ann Arbor Road.	Final site plan approved at the December 9, 2020 Planning Commission meeting. Final stamp pending engineering approval.
#2370 8841 Oakview	Land division request for two, single-family lots.	Land division approved; file closed.
#2375 Buckeye Pipeline	Administrative review for Buckeye Pipeline construction within the easement on Plastipak's property.	Screening wall approved by the Planning Commission on December 9, 2020. Administrative review approved; file closed.
#2376 Home for Mom & Dad	Application submitted for a Special Land Use for an assisted living facility.	Special Land Use approval, with conditions, was granted at the Planning Commission meeting on December 9, 2020. Applicant to submit for final stamp.
#2377 Home for Mom & Dad	Application submitted for a 20-unit assisted living facility. Project tabled at the December 9, 2020 Planning Commission meeting.	Applicant re-submitted a site plan for the February 17, 2021 Planning Commission meeting.
#2378 Bank of Ann Arbor	Land combination request.	Land combination approved; file closed.
#2379 Lot 23 of the Metro Business Park	Site plan consideration for a new ±38,000 SF office and industrial spec building. Tentative and final site plan approval granted at the January 20, 2021 Planning Commission meeting.	Applicant to submit for final stamp, pending engineering and Wayne County approvals.
#2380 Lot 20 of the Plymouth Oaks Business Park	Site plan consideration for a new ±10,000 SF office and industrial spec building.	Application to be considered at the February 17, 2021 Planning Commission meeting.
#2381 9075 Haggerty	Application for administrative site plan consideration for a building expansion and site improvements to the future Amazon facility.	Review in progress.
#2382 9464 Elmhurst	Land division request for two, single-family lots.	Land division approved; file closed.



## Planning and Zoning Active Projects

PROJECT	BACKGROUND	STATUS / NEXT STEPS
#2383 <i>Adient</i>	Administrative review for a revised façade at Adiant's facility at 49200 Halyard Drive.	Review in progress.

### RECOMMENDATIONS AND THE NEXT MONTH OUTLOOK

- **Elk's Property.** The Elk's and the adjacent 30 acres to the north are under contract and we are working with a developer for a new residential PUD. We anticipate an application for the PUD Option to be submitted in February / March of 2021.
- **CSX Improvements.** CSX provided an update to the Township regarding the proposed improvements to the overpass on Ann Arbor Road and has requested additional information. The Township is in the process of providing additional information to CSX and setting up a meeting.
- **Master Plan Update.** Phase 1 and 2 of the Plymouth Township Master Plan is complete. Phase 2 consists of public engagement, with an online, community-wide survey. Over 900 survey responses were collected. A presentation to the Board of Trustees was given on January 12, 2021 regarding the results of the public engagement survey.
- **Zoning Ordinance Text Amendments in Progress:**
  - Review of landscape standards (Article 26).
  - Review of subdivision gate standards.
  - Review of residential rear-yard setbacks.
  - Review of mixed-use districts.
  - Consideration for IND and TAR Districts to expressly permit office and other up and coming uses.
  - Township initiated rezoning of the Shearer Cemetery to the Public Lands district recommended; a public hearing to be considered at a future Planning Commission meeting. Text amendment consideration for municipal cemeteries to be designated as a permitted land use in the Public Land district.
- Master Deed for Ridge 5 Corporate Park approved by the Board of Trustees—a plan for the public pathway, and grant opportunities, is to be presented and considered in February of 2021.

If you have any questions on the above planning, zoning and design projects or would like additional information, please contact Laura Haw at [Lhaw@mcka.com](mailto:Lhaw@mcka.com). Thank you.



# Memorandum

**TO:** Planning Commission, Charter Township of Plymouth  
**FROM:** Laura Haw, AICP, NCI  
**SUBJECT:** Zoning Ordinance Text Amendment: Residential Rear Yard Setbacks  
**DATE:** February 10, 2021

The Township's Zoning Ordinance regulates single-family residential rear yard setbacks in Article 20: Schedule of Regulations. While there are four different single-family zoning districts (R-1-E, R-1-H, R-1-S, and R-1) the required minimum rear yard setback is 50-feet for all districts.

Per footnote (bb) to the Table of Regulations (section 20.2), the following provisions also apply to rear yards:

*The rear yard in a R-1-E, R-1-H, R-1-S and R-1 Single Family Residential District may be reduced after approval of the Zoning Board of Appeals upon the Zoning Board of Appeals finding that the following specific requirements have been met.*

- 1) *The single-family structure may not extend more than ten (10) feet into the required fifty (50) foot rear yard.*
- 2) *The rear yard of the residence must back to the rear yard of the adjoining residence and not to a side yard.*
- 3) *The width of the single-family structure extending into the required fifty (50) foot rear yard shall not exceed one hundred (100) percent of the width of the portion of the single-family structure which must comply with the fifty (50) foot setback.*
- 4) *The proposed penetration into the rear yard setback is the only practical location for the proposed addition.*
- 5) *The completed structure will be consistent and compatible with the other houses in the immediate area in overall size, construction, quality, finish and aesthetic appearance.*
- 6) *The proposed extension into the rear yard shall not have a substantial negative impact on the open and expected vistas for adjoining properties.*
- 7) *The rear yard setback otherwise required is not less than fifty (50) feet, on account of a consent judgment or other special exceptions.*
- 8) *The proposed structure shall comply with all other requirements of this Ordinance.*
- 9) *The proposed addition shall be restricted to one story only and shall not exceed the height of the single-family structure.*

It is recommended that the above footnote (bb) be removed in its entirety. The Zoning Board of Appeals is charged with reviewing variances subject to the criteria outlined in Section 31.11: Variances of the Zoning Ordinance, which is already provided for in the Ordinance.





## COMPARISON COMMUNITIES REGULATIONS

In addition to consideration of removing footnote (bb) from section 20.2, we recommend future consideration is given to the minimum rear yard setback in single-family residential districts. This recommendation is in part offered due to the fact that per the current Ordinance, through a Cluster Housing Option (CHO) or a Residential Unit Development (RUD), the rear yard setback may be reduced to 35-feet and that such a dimension has often been approved. This is in conflict with the above footnote (bb).

As detailed in the table below, the Township's minimum rear yard setback of 50-feet (for all single-family districts) is, in general, greater than the other communities surveyed.

Community	Minimum Rear Yard Setback	Corresponding Residential Zoning Districts
Plymouth Twp.	50-feet	All single-family residential districts
Birmingham	30-feet	All single-family residential districts
Canton Twp.	50-feet	R-1, R-2
	40-feet	R-3
	35-feet	R-4
	60-feet	R-6
Dearborn	<46-foot lot width = 20-feet to → 100-foot lot width = 29-feet	*Scaled depending on lot width
Dearborn Heights	35-feet	All single-family residential districts
Farmington Hills	30-feet	All single-family residential districts
Livonia	30-feet	R-1, R-2, R-3
	35-feet	R-4
	45-feet	R-5
Novi	50-feet	RA
	35-feet	R-1, R-2, R-3, R-4
Northville (City)	35-feet	R-1A, R-1B, R-3
	30-feet	R-4
	25-feet	R-2
Northville Twp.	50-feet	All single-family residential districts
Plymouth (City)	35-feet	All single-family residential districts
Royal Oak	35-feet	All single-family residential districts
Wixom	40-feet	R-1
	35-feet	R-2, R-3
	30-feet	R-4



## **NEXT STEPS**

It is recommended that the Planning Commission set a public hearing for the March 17, 2021 regular meeting to consider a text amendment to Article 20: Schedule of the Regulations to remove footnote (bb).

Pending the adoption of the Master Plan, we also recommend the Commission consider adjustments to the single-family residential minimum rear yard setback of 50-feet, as may be appropriate. Thank you.





# Memorandum

**TO:** Planning Commission, Charter Township of Plymouth  
**FROM:** Laura Haw, AICP, NCI  
**SUBJECT:** Zoning Ordinance Text Amendment: Mixed-Use Development  
**DATE:** February 10, 2021

## **BACKGROUND**

At the January 20, 2021 Planning Commission meeting, a public hearing was held on a proposed Zoning Ordinance text amendment to Article 28: Special Provisions, section 18, which would create a new section for MU, Mixed-Use Development provisions. No public comment was made at that time.

The enclosed text amendment would permit the Planning Commission to consider a mix of neighborhood commercial and offices uses in the R-2-A, Multiple Family Residential District. Such uses would be considered special land uses and only permitted after review and approval by the Planning Commission, in accordance with the procedures and standards per Section 2.7: Special Land Uses, in addition to other requirements.

## **NEXT STEPS**

Should the Commission find the proposed amendment acceptable, a recommendation of approval to the Board of Trustees would be appropriate. Thank you.



# Zoning Ordinance Text Amendment to the Charter Township of Plymouth Zoning Ordinance, No. 99

## Amending Article 28.18: Special Provisions, As Follows:

### **SEC. 28.18 MU, Mixed-Use Development**

#### **1. Purpose**

Mixed-Use Development is intended to provide a mix of office, low-intensity neighborhood commercial and residential uses within certain areas of the Township. These regulations are designed to ensure that office and neighborhood commercial uses remain compatible with residential uses, thereby permitting the area to maintain a more residential character.

#### **2. Uses**

The following uses shall be considered special land uses when located in the R-2-A, Multiple Family Residential District and shall be permitted only after review and approval by the Planning Commission in accordance with the procedures and standards as found in Section 2.7: Special Land Use of this Ordinance and further subject to the use requirements listed below.

No more than one of the following non-residential uses shall be permitted on the ground floor of a detached structure and shall not exceed 5,000 SF of gross floor area:

- (a) Art and/or photography gallery / studio
- (b) Bed and breakfast
- (c) Day-care center
- (d) Furniture and household good sales
- (e) Live / work unit
- (f) Professional office (insurance office, real estate office, sales office, etc.)
- (g) Personal service business
- (h) Other retail establishments, as determined by the Planning Commission to be consistent with the purpose and standards of the MU, Mixed-Use Development

#### **3. Use Regulations**

The following use standards shall apply to any proposed uses:

- (a) Drive-in and drive-through uses shall not be permitted.
- (b) The ground floor of the structure may be used for a non-residential use; the upper floor(s) of the structure may be used for office and neighborhood commercial uses related to that ground-floor business, provided the upper floor(s) are not open to the public (excluding a bed and breakfast).
- (c) The subject site shall be located on a major throughfare or collector road, as designated in the Township's Master Plan.
- (d) The residential form of the building shall be generally maintained.
- (e) Entrances. To create a pedestrian-oriented environment, the principal entrance shall be a direct entry from the primary abutting street. Additional entrances may be oriented to a private street



or parking area. Entries shall be clearly visible and identifiable from the street, and delineated with elements such as roof overhangs, recessed entries, landscaping, or similar design features.

- (f) Outside storage or display shall be prohibited. All business, servicing, processing, and storage uses shall be located within the structure.
- (g) Signs shall be limited to wall signs only.
- (h) Parking shall be provided in accordance with the requirements of Article 24.
- (i) Additional landscaping and screening may be required by the Commission, in addition to the requirements of Article 26.

February 10, 2021

Hon. Supervisor Kurt Heise and Board of Trustees  
Charter Township of Plymouth  
9955 N. Haggerty Road  
Plymouth, Michigan 48170

**RE: 2020 Annual Report of Activities by the Planning Commission and 2021 Work Plan**

Honorable Trustees,

As required per the *Michigan Planning Enabling Act, Section 125.3819 (2), Act 33 of 2008, as amended*, the Planning Commission respectfully submits a report of its 2020 activities to the Board of Trustees.

*"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."*

### **MEETINGS**

The Planning Commission met a total of eleven (11) times in 2020. The meetings are typically scheduled for the third Wednesday of the month, at 7:00 PM, at Township Hall, unless otherwise required by the State. All meetings are held in compliance with the *Open Meetings Act, PA 267 of 1976, as amended*.

- |  |                                  |
|--|----------------------------------|
| 1. Wednesday, January 15, 2020                     | 7. Wednesday, August 19, 2020    |
| 2. Wednesday, February 19, 2020                    | 8. Wednesday, September 16, 2020 |
| 3. Wednesday, March 18, 2020                       | 9. Wednesday, October 14, 2020   |
| 4. Wednesday, May 13, 2020 – <i>Remote meeting</i> | 10. Wednesday, November 18, 2020 |
| 5. Wednesday, June 17, 2020                        | 11. Wednesday, December 9, 2020  |
| 6. Wednesday, July 15, 2020                        |                                  |

### **PLANNING COMMISSIONERS, AS OF DECEMBER 2020**

1. Dennis Cebulski, Chairperson
2. Kendra Barberena, Secretary
3. Bill Pratt, Vice-Chairperson
4. Robert Doroshewitz, Trustee
5. John Itsell
6. Keith Postell
7. Bob Ostendorf

## **PLANNING COMMISSION ACTIVITY SUMMARY**

Plymouth Township remains a very desirable place to live, and do business in, despite many challenges facing the community this past year.

The following is a listing of 2020 applications and their status that were reviewed by the Planning Commission; please reference McKenna's monthly 2020 reports for additional project details.

### **#2303, 41100 Plymouth Road Burroughs Site Plan**

Approved administrative site plan for major landscaping, lighting, and pedestrian safety changes in conjunction with a parking lot expansion. February, 2020

### **#2312, Ponds at Andover CHO Site Plan**

Final development plan approved by the Commission, and Board of Trustees for a 7-unit, detached, single-family residential neighborhood. August, 2020.

### **#2320, V-Tech (Innotech) Business Park Site Plan**

Approval granted for a one-year site plan extension at the May 13, 2020 Planning Commission meeting, to expire on April 17, 2021. May, 2020

### **#2325, 40880 Ann Arbor Road, Burger King Remodel**

Tentative site plan approval granted; project on hold per applicant's request. March, 2020.

### **#2332, Boleski Funeral Home Site Plan**

Tentative site plan approval for a new funeral home facility granted. March, 2020.

### **#2346, The Henry Project (Phoenix Mill) Site Plan**

Final site plan approval issued for The Henry Project (Phoenix Mill redevelopment) for the reuse of the historic structure as a restaurant only venue. July, 2020.

### **#2348, Plymouth Market Place Administrative Site Plan**

Administrative review and approval for the Henry Ford Health System (HFHS) facility and associated commercial outlot building. December, 2020.

### **#2352, ARC Sign Review**

New wall sign approved at MJ Kitchen and Bath. January, 2020

### **#2354, Euro Stars Gymnastics Special Land Use**

Special land use approval granted for the relocation of an existing Plymouth based gymnastics studio. April, 2020.

### **#2355, 42480 Postiff Avenue Site Plan Review**

Final site plan approval granted for a new professional office building. Plans on hold per applicants request. March, 2020.

### **#2359, Five & Ridge Flex Building Site Plan Review**

Tentative site plan approval granted for a ±66,000 square foot industrial/office building. May, 2020.

**#2361, CHO Option, Margate Residential Development**

Cluster Housing Option approval review and approval by the Board of Trustees granted for 30-unit, single-family, detached residential subdivision. August, 2020.

**#2362, CHO Option, 46200 N. Territorial Residential “Capri Court”**

Cluster Housing Option review initiated with the Planning Commission for a proposed 10-unit, single-family, detached residential subdivision. August, 2020.

**#2366, Margate Residential Development CHO Site Plan Review**

Tentative development plan approval granted for 30-unit, single-family, detached residential subdivision. October, 2020.

**#2368, Bank of Ann Arbor Site Plan**

Site plan approval granted for an expansion to the existing park lot, demolition of adjacent structure and other on-site improvements such as landscaping. December, 2020.

**#2372, Ridge 5 Sign Review**

Alternative ground sign design for the Ridge 5 Corporate Business Park approved. November, 2020.

**#2373, Beacon Hollow Sign Review**

New residential subdivision entrance feature and ground signage approved. December, 2020.

**#2375, Buckeye Pipeline Screening Site Plan Review**

Alternative screening wall approved for the existing Plastipak facility. December, 2020.

**#2376, Home for Mom and Dad Special Land Use**

Special land use for the Home for Mom and Dad assisted living facility (20 beds), with conditions, approved. December, 2020.

**ON-GOING PROJECTS, FINAL STAMP REVIEW AND PLANNING COMMISSION DISCUSSION**

In addition to the applications listed above, the following is an inventory of previous planning and zoning projects that were closed out or revised in 2020 and a snapshot of other planning topics discussed / reviewed by the Planning Commission:

- **#2138, Andover Forest:** Approved residential, cluster housing development with ongoing minor site plan revisions.
- **#2271, Quick Pass Car Wash:** Continued efforts to close out the project and finalize documents with applicant. Final stamp pending, submission by applicant is required.
- **#2306, Hillside Residences:** Review of a Brownfield Plan and on-going efforts to finalize the project, including PUD extension requests.

- Memorandums and text amendment considerations for the several planning topics, including subdivision gates, landscape standards, residential rear-yard setbacks and accessory structure, mixed-use districts, and industrial signage, etc.
- Recommendations to the Township's Planning and Zoning website.
- Economic Development Presentation to the Board of Trustees in July, 2020.
- Submission of all Brownfield Authority Reporting to the State of Michigan by August, 2020.
- Creation of a long-range plan for the planting of ±150 trees in Township public land (as a result of the Webasto site plan payment in-lieu requirements).
- On-going collaboration with the CSX Railroad regarding site improvements and a pedestrian path to the CSX overpass on Ann Arbor Road. This project will continue into 2021.
- Initiated the review and update to the 2015 Master Plan for Land Use, including public outreach.

## **2021 PROPOSED WORK PLAN**

The Planning Commission and Community Development Department are responsible for the long-range planning projects and programs of the Township.

The following projects, plans and studies are recommended for the Planning Commission's workplan throughout 2021 to in order to continue to build on the community's character and promote a viable business environment and high quality of life, enjoyed by residents and visitors alike.

### **1. Text Amendments to the Zoning Ordinance**

The following text amendments can better position the Township for quality development and continue to foster a unique sense of place:

#### **A. Article 26, Landscaping, Screening and Land Use Buffers**

Finalization of amendments to the Landscaping, Screening and Land Use Buffers article to ensure that planning and landscape best practices are incorporated, including:

- Amendments to the listing of undesirable species;
- Remedy parking lot landscaping (language unclear to applicants when applying the formula);
- Implement provisions for overall site landscaping minimums;
- Provide greater direction on detention basin landscaping;
- Introduce standards for bioretention landscaping as Wayne County implemented new BMP's (best management practices) for stormwater management in 2020 and the ordinance is currently silent on such landscape treatments; and
- Research and adopt a woodland protection ordinance for tree and rural character preservation.

**B. Article 28, Exterior Lighting**

Research and consider an amendment to limit exterior lighting in order to reduce energy waste, improve sky visibility and reduce light pollution. This includes additional provisions for shielding, lighting color and appropriate levels of lighting.

**C. Provision for the Use of Historical Buildings**

Research and consider an amendment to permit limited nonresidential use of historic buildings in the Township (similar to the City of Novi), to encourage historic reuse and rehabilitation.

**D. PL, Public Lands District Update**

Text amendment recommended to the existing PL zoning district to include municipal cemeteries and consider other uses, including wetland / woodland conservation.

**2. Professional Training and Joint Meeting.**

Continual training ensures a culture of highest standards. Every couple years, especially with the addition of new members, we find that a joint training seminar between the Planning Commission, the Zoning Board Appeals (ZBA) and the Board of Trustees is an extremely positive and rewarding process.

Such a training session is designed to highlight the fundamental roles and responsibilities of the Boards, discuss the need and the importance of the Zoning Ordinance and Master Plan, reiterate the fundamentals of making sound planning and development decisions (reviewing recent decisions) and highlight ways in which the bodies can become more effective and efficient in decision making together. A joint meeting would allow all parties to discuss various Township development projects, past and future, and ensure collaboration between the bodies.

**3. Develop and Adopt a Complete Streets Policy.**

In conjunction with the Master Plan update, consider developing a Complete Streets Policy in partnership with the Environmental Leadership Commission.

**REQUEST FOR ACTION**

A proactive work program can help maintain a quality community, and we look forward to working with the Board of Trustees as it actively seeks to preserve and grow its economic base.

Respectfully submitted,

Mr. Dennis Cebulski, Chairperson  
Planning Commission  
Charter Township of Plymouth, Michigan