



City of Plymouth Zoning Board of Appeals Regular Meeting Agenda

Thursday, January 5, 2023 – 7:00 p.m.

City Hall Commission Chambers & Online Zoom Webinar

City of Plymouth
201 South Main Street
Plymouth, Michigan 48170

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

<https://us02web.zoom.us/j/83969575576>

Passcode: 294745

Webinar ID: 839 6957 5576

- 1) CALL TO ORDER
 - a) Roll Call
- 2) CITIZEN COMMENTS
- 3) APPROVAL OF THE MINUTES
 - a) Approval of the December 1, 2022 regular meeting minutes
- 4) APPROVAL OF THE AGENDA
- 5) ELECTION OF OFFICERS
- 6) OLD BUSINESS
- 7) NEW BUSINESS
 - a) **Z 23-01**, 007-01-003-301 (0 Holbrook): Non-use variance request for front yard setback
- 8) BOARD MEMBER COMMENTS
- 9) REPORTS AND CORRESPONDENCE
- 10) ADJOURNMENT

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

Persons with disabilities needing assistance should contact the City Clerk's office at 734-453-1234 ext. 234 Monday through Friday from 8:00 a.m. -4:30 p.m., at least 24 hours prior to the meeting. An attempt will be made to make reasonable accommodations.

City of Plymouth Strategic Plan 2022-2026

GOAL AREA ONE – SUSTAINABLE INFRASTRUCTURE

OBJECTIVES

1. Identify and establish sustainable financial model(s) for major capital projects, Old Village business district, 35th District Court, recreation department, and public safety
2. Incorporate eco-friendly, sustainable practices into city assets, services, and policies; including more environmentally friendly surfaces, reduced impervious surfaces, expanded recycling and composting services, prioritizing native and pollinator-friendly plants, encouraging rain gardens, and growing a mature tree canopy
3. Partner with or become members of additional environmentally aware organizations
4. Increase technology infrastructure into city assets, services, and policies
5. Continue sustainable infrastructure improvement for utilities, facilities, and fleet
6. Address changing vehicular habits, including paid parking system /parking deck replacement plan, electric vehicle (EV) charging stations, and one-way street options

GOAL AREA TWO – STAFF DEVELOPMENT, TRAINING, AND SUCCESSION

OBJECTIVES

1. Create a 5-year staffing projection
2. Review current recruitment strategies and identify additional resources
3. Identify/establish flex scheduling positions and procedures
4. Develop a plan for an internship program
5. Review potential department collaborations
6. Hire an additional recreation professional
7. Review current diversity, equity, and inclusion training opportunities
8. Seek out training opportunities for serving diverse communities

GOAL AREA THREE – COMMUNITY CONNECTIVITY

OBJECTIVES

1. Engage in partnerships with public, private and non-profit entities
2. Increase residential/business education programs for active citizen engagement
3. Robust diversity, equity, and inclusion programs
4. Actively participate with multi-governmental lobbies (Michigan Municipal League, Conference of Western Wayne, etc.)

GOAL AREA FOUR – ATTRACTIVE, LIVABLE COMMUNITY

OBJECTIVES

1. Create vibrant commercial districts by seeking appropriate mixed-use development, marketing transitional properties, and implementing Redevelopment Ready Communities (RRC) practices
2. Improve existing and pursue additional recreational and public green space opportunities and facilities for all ages
3. Develop multi-modal transportation plan which prioritizes pedestrian and biker safety
4. Improve link between Hines Park, Old Village, Downtown Plymouth, Plymouth Township, and other regional destinations
5. Maintain safe, well-lit neighborhoods with diverse housing stock that maximizes resident livability and satisfaction
6. Modernize and update zoning ordinance to reflect community vision 7. Implement Kellogg Park master plan



City of Plymouth
Zoning Board of Appeals
Regular Meeting Minutes
Thursday, December 1, 2022 - 7:00 p.m.

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

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

1. CALL TO ORDER

Chair Joe Elliott called the meeting to order at 7:00 p.m.

Present: Chair Elliott, Vice Chair Jim Burrows, Members Mike Devine, Dave Latawiec, Mike Pappas

Also present: City Commission Liaison Linda Filipczak and Planning and Community Development Director Greta Bolhuis

2. CITIZENS COMMENTS

There were no citizen comments.

3. APPROVAL OF THE MEETING MINUTES

Burrows offered a motion, seconded by Latawiec, to approve the minutes of the October 6, 2022, study session.

There was a roll call vote.

Yes: Burrows, Devine, Latawiec, Pappas

Abstain: Elliott

MOTION PASSED 4-0

Burrows offered a motion, seconded by Latawiec, to approve the minutes of the November 2, 2022, regular meeting.

There was a roll call vote.

Yes: Burrows, Devine, Latawiec, Pappas, Elliott

MOTION PASSED 5-0

4. APPROVAL OF THE AGENDA

Burrows offered a motion, seconded by Latawiec, to approve the agenda for the December 1, 2022, meeting.

There was a roll call vote.

Yes: Burrows, Devine, Latawiec, Pappas, Elliott

MOTION PASSED 5-0

5. OLD BUSINESS

There was no old business.

6. NEW BUSINESS

a. 222-14: 1180 Hartsough, Non-use variance request for rear yard setback – applicant withdrew.

b. Zoning Interpretation for floor area ratio, interior modifications.

Elliott summarized a request by the administration asking the Zoning Board of Appeals to determine if converting an attached garage that was built lawfully prior to the adoption of the floor area ratio ordinance to living space triggers floor area ratio review.

Public Comments

Scott Silvers, 883 Sutherland, and a member of the Planning Commission said altering an existing home is a design choice and design choices are typically not considered a hardship warranting a variance.

Board Comments

Board members discussed the question and there was consensus that changing the use of a space does not change the FAR calculation.

Motion

Burrows offered a motion, seconded by Pappas that the Zoning Board of Appeals' interpretation is that converting a garage into habitable space does not require a variance providing that the structure is not increasing in size.

There was a roll call vote.

YES: Burrows, Devine, Latawiec, Pappas, Elliott

MOTION PASSED 5-0

c. Z22-15: 592 Kellogg, non-use variance request for lot coverage and floor area ratio if deemed necessary

Devine disclosed a longtime friendship with the applicant and asked to be recused.

Elliott offered a motion to allow Devine to recuse himself. Latawiec seconded the motion.

There was a roll call vote.

Yes: Burrows, Devine, Latawiec, Pappas, Elliott

MOTION PASSED 5-0

Devine left the meeting and ZBA Alternate Member Scott Silvers joined the board.

Applicant Mark Rice presented his request.

Public Comments

Susan Klipple, 582 Kellogg, said placing a garage so close to the alley would be too tight and would negatively impact her view.

Board Comments

Board members discussed the request and noted that a garage one foot from the alley was within the ordinance but adding another building on the property would look too large. There were also comments stating that the applicant could amend his design to fit within the lot coverage requirement.

Elliott offered a motion, seconded by Silvers, to approve Z22-15 for a lot coverage variance of 2.1%.

Findings of Fact

Granting a lot coverage variance would result in two non-conformities related to bulk, density, and area on this property.

Burrows offered a friendly amendment to add the finding of fact that there was no demonstrated practical

difficulty. Elliott and Silvers accepted the friendly amendment.

There was a roll call vote.

No: Burrows, Latawiec, Pappas, Silvers, Elliott

MOTION FAILED 5-0

7. BOARD MEMBER COMMENTS

There were no board member comments.

8. REPORTS AND CORRESPONDENCE

Board members were reminded to take the online training.

9. ADJOURNMENT

A motion to adjourn was offered at 7:37 p.m. by Burrows. Silvers seconded the motion.

There was a roll call vote.

Yes: Burrows, Latawiec, Pappas, Silvers, Elliott

MOTION PASSED 5-0



City of Plymouth Zoning Board of Appeals Memorandum

City of Plymouth
201 S. Main
Plymouth, Michigan 48170

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

TO: Zoning Board of Appeals Commissioners
FROM: Greta Bolhuis, Planning & Community Development Director
DATE: December 22, 2022
RE: 007 01 0031 301 (0 Holbrook), Non-Use Variance Request

Louis Cingolani, applicant, is requesting a non-use variance to construct a new home that is in the front yard setback. The property is a triangular shape and is 7,208 square feet. The property is zoned R-1, Single Family Residential.

Section 78-190 references that the front yard setback is 25 feet. The proposed front yard setback is 17 feet. A variance of 8 feet is required.

Should you have any questions, please contact me directly.





DIMENSIONAL (NON-USE) VARIANCE APPLICATION

Community Development Department

201 S. Main Street Plymouth, MI 48170 Ph. 734-453-1234 ext. 232

Website: www.plymouthmi.gov

Type of Variance Request: DIMENSIONAL – Common regulations subject to dimensional (non-use) variance requests: setbacks, signs, height, parking regulations, lot coverage, and bulk or landscaping restrictions. Uniqueness: odd shape, small size, wetland, creek, natural features, big trees or slopes.

Address of Property	Date of Application
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Applicant Name	Property Owner
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Address	City	State	Zip
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Email	Phone
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Three Basic Functions of the ZBA:

1. Interpreting the zoning ordinance (text and map) and nonconforming situations.
2. Deciding appeals on administrative decisions, special land uses, or PUDs.
3. Granting variance requests.

Standards for Dimensional (Non-Use) Variance: [Click here to see full ordinance language.](#)

1. Ordinance unreasonably prevents the owner from using the property for what it is zoned
2. Variance will do substantial justice to the applicant, and the surrounding community
3. Problem is due to the unique circumstances of the property
4. Problem is not self-created

A quorum (3 members) is required for approval of all non-use variance requests.

The Zoning Board of Appeals meets the first Thursday of each month at 7:00PM. The completed application and necessary/applicable plans must be filed with a fee of \$300.00 for single family projects or \$550.00 for multi-family and non-residential. Visit the City's website for submittal deadlines and meeting dates: [Zoning Board of Appeals](#). Submit ten (10) hardcopies of the application and plans including but not limited to survey, plot map, building plans, and photos. One complete digital set of application materials shall be submitted on a flash drive or emailed to plans@plymouthmi.gov (maximum file size is 100 MB).

The Zoning Board of Appeals will not accept incomplete applications. Signature of property owner and applicant, as well as notarization is required for every application. There are notaries located in City Hall. The Community Development Department has the right to remove an item from the agenda due to incompleteness.

Article and Section of the Zoning Ordinance for which an appeal or variance is being requested:

I (We) hereby appeal to the Zoning Board of Appeals for a variance to: _____

Description of Property

Current zoning classification: _____

Current use of structure(s) on premises: _____

Is it a corner or interior lot? _____

Size and area of lot: _____

Total square footage of existing main structure(s): _____

Total square footage of accessory structure(s): _____

Existing [lot coverage](#) (percentage) of all buildings and structures: _____

Height of existing main and/or accessory structures: _____

Description of Proposed Structures

Dimensions and area of structure or addition to be constructed: _____

Front yard setback after completion (measured from property line): _____

Rear yard setback after completion (measured from property line): _____

Side yard setback after completion (measured from property line): _____

Height of proposed structure: _____

Lot coverage (percentage) after completion: _____

Residential Only: [Floor Area Ratio](#) (FAR) after completion (shall not exceed 0.4): _____

☐ A scaled drawing or boundary survey depicting the above information.

Please answer all the following questions as they relate to the dimensional variance, use additional sheets as necessary:

1. What are the practical difficulties preventing compliance with the ordinance? Are these practical difficulties an exception or unique to the property compared to other properties in the City? (NOTE: The ZBA cannot grant a variance because it is inconvenient or more expensive to build to ordinance or solely to satisfy aesthetic concerns.) _____

2. What effect will the variance have on neighboring properties? _____

3. Is the practical difficulty which prevents you from complying with the ordinance self-imposed? How did the practical difficulty come about? (NOTE: The ZBA has generally found that purely aesthetic consideration and self-created hardships are unacceptable grounds for a variance.) _____

4. Why do the ordinance restrictions unreasonably prevent the owner from using the property for a permitted purpose? _____

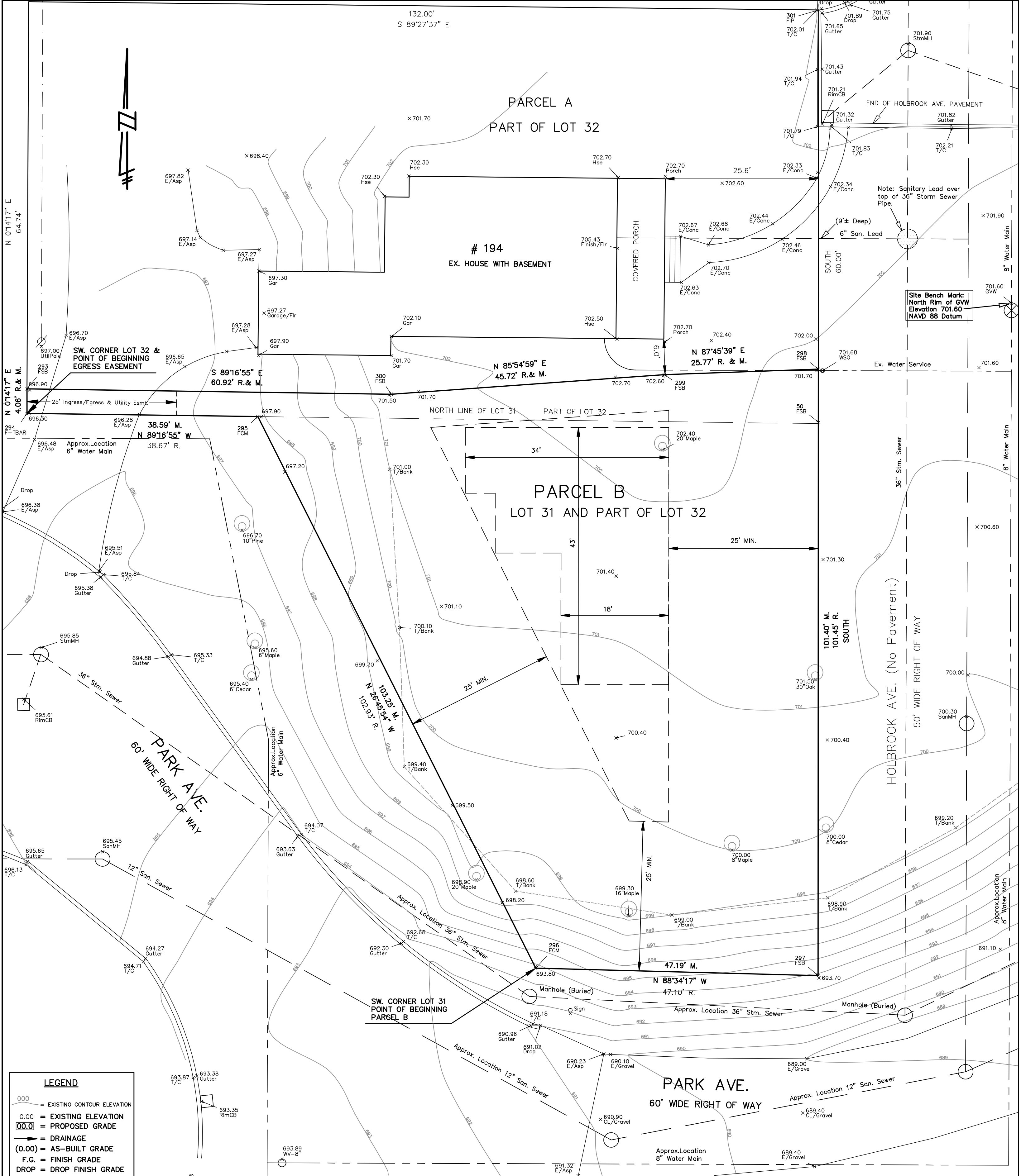
I hereby depose and say that all the above statements and the statements contained in the papers submitted herewith are true and correct:

Signature of Property Owner

Signature of Applicant

Subscribed and sworn before me this _____ day of _____, 20 _____

Notary Public
My Commission expires _____



LEGEND	
000	= EXISTING CONTOUR ELEVATION
0.00	= EXISTING ELEVATION
00.0	= PROPOSED GRADE
—	= DRAINAGE
(0.00)	= AS-BUILT GRADE
F.G.	= FINISH GRADE
DROP	= DROP FINISH GRADE
T/C	= TOP OF CURB
WSO	= WATER SHUT OFF
R.	= RECORD
M.	= MEASURED
FCM	= FOUND CONC. MON.
FSB	= FOUND STEEL BAR
FIP	= FOUND IRON PIPE

NOTE: PROPOSED WATER SERVICE WITH TAP CONNECTION REQUIRED AT 8" WATER MAIN ALONG HOLBROOK AVENUE, WITH WATER SHUT OFF, AS SHOWN.

Note: Proposed Sanitary Lead will Require Saddle Tap at 12" Sanitary Sewer along Holbrook Avenue. Hung Plumbing May Be Required for the New Basement Floor Elevation Proposed. The 12" Sanitary Sewer is XX'± Deep, Located in Holbrook Avenue "Not Paved".

PARCEL B DESCRIPTION:

LOT 31 AND PART OF LOT 32 "PARK SUBDIVISION No. 1", BEING A PART OF THE SOUTHWEST 1/4 OF SECTION 26, TOWN 1 SOUTH, RANGE 8 EAST, PLYMOUTH VILLAGE (NOW CITY OF PLYMOUTH), WAYNE COUNTY, MICHIGAN, AS RECORDED IN LIBER 44 OF PLATS ON PAGE 10, WAYNE COUNTY RECORDS, DESCRIBED AS: BEGINNING AT THE SOUTHWEST CORNER OF LOT 31 AND PROCEEDING N. 26° 45' 54" W. 103.30 FEET ALONG THE WESTERLY LINE OF LOT 31; THENCE N. 89° 16' 55" W. 38.59 FEET ALONG THE SOUTH LINE OF LOT 32; THENCE N. 00° 14' 17" E. 4.06 FEET ALONG THE WEST LINE OF LOT 32; THENCE S. 89° 16' 55" E. 60.92 FEET; THENCE N. 85° 54' 59" E. 45.72 FEET; THENCE N. 87° 45' 39" E. 25.77 FEET; THENCE SOUTH 101.45 FEET ALONG THE EAST LINE OF LOTS 31 & 32; THENCE N. 88° 34' 17" W. 47.19 FEET ALONG THE SOUTH LINE OF LOT 31 TO THE POINT OF BEGINNING, CONTAINS 7,208 SQUARE FEET. SUBJECT TO AND TOGETHER WITH A 25 FOOT EASEMENT FOR INGRESS, EGRESS AND UTILITIES OVER PART OF SAID LOT 32 DESCRIBED AS: BEGINNING AT THE SOUTHWEST CORNER OF LOT 32 AND PROCEEDING N. 00° 14' 17" E. 4.06' FEET; THENCE S. 89° 16' 55" E. 25.00 FEET; THENCE S. 00° 14' 17" W. 4.06 FEET; THENCE N. 89° 16' 55" W. 25.00 FEET TO THE POINT OF BEGINNING.

SOIL EROSION SEQUENCE OF OPERATIONS:
1. PERSON(S) RESPONSIBLE FOR SOIL EROSION CONTROL INSTALLATION AND MAINTENANCE SHALL BE EVERGREEN DEVELOPMENT LLC (248-866-5131).
2. ALL CATCH BASINS AND INLETS SHALL BE PROTECTED WITH PEA STONE INLET FILTER DEVICES.
3. MAINTAIN SOIL EROSION CONTROL MEASURES AT ALL TIMES UNTIL FINAL LANDSCAPING AND PAVING ARE COMPLETED AND ACCEPTED BY THE (TWP.).
4. THE SOIL EROSION CONTROLS WILL BE MAINTAINED WEEKLY AND AFTER EVERY STORM EVENT.

NOTE: IT IS THE CLIENTS RESPONSIBILITY TO REVIEW THIS DRAWING FOR ALL HOUSE PLAN DATA, INCLUDING (BUT NOT LIMITED TO) ELEVATION, HOUSE AND BASEMENT SIZES, CANTILEVERS, ETC., AND, THE HOUSE LOCATION AND ORIENTATION ON THE PARCEL. ANY DISCREPANCIES NOT BROUGHT TO OUR ATTENTION, SHALL BE THE SOLE RESPONSIBILITY OF THE CLIENT.
* FOUNDATION DIMENSIONS SHOWN SHOULD BE USED FOR BASEMENT EXCAVATION PURPOSES ONLY. FOUNDATION CONTRACTOR SHALL USE THE ARCHITECTURAL FOUNDATION PLAN DIMENSIONS FOR LAYOUT AND CONSTRUCTION OF FOUNDATIONS.

LOT 7,208 S.F.
ZONE R-1
MINIMUM SETBACKS:
FRONT = 25 FEET*
REAR = 35 FEET
SIDE = 6' MIN. EACH

UTILITY WARNING
811 Know what's below.
Call before you dig.

TOPOGRAPHICAL SURVEY

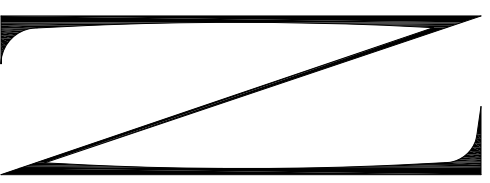
CLIENT: LOUIS CINGOLANI
C/O PARK AVENUE
PLYMOUTH, MICHIGAN 48170
sonnyc711@yahoo.com

DATE: 11-8-22
JOB NO.: 22-10-007
SCALE: 1"=10'

ambit
land surveyors, inc.

691 WING STREET
Plymouth, MI. 48170
ph. 800.221.5263
ph. 734.455.5501
fax 877.837.5267
www.ambitsurveyors.com

DRAWN BY: GW
CHECK: P3
SHEET: 1/1



R.A. ZISCHKE
ARCHITECT

18690 Levan
Livonia, MI 48152

(248) 476-0140
FAX 476-2341

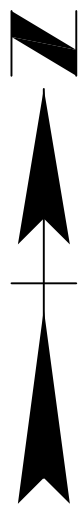
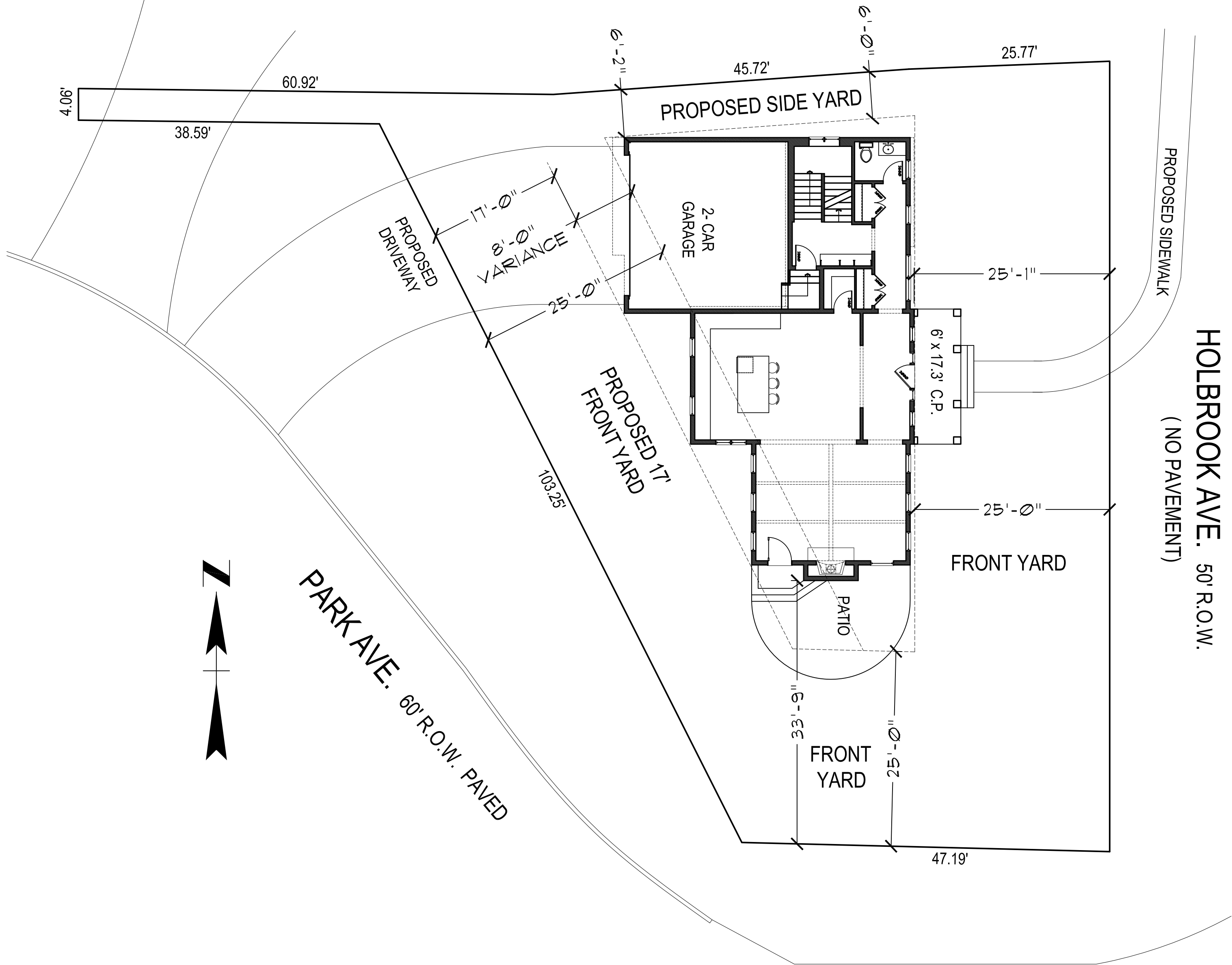
project:
**LOUIS
CINGOLANI**
HOLBROOK AVE. / PARK AVE.
PYLMOUTH, MI.

project number
R-222-110

drawn by: raz



sheet number
S-1.0

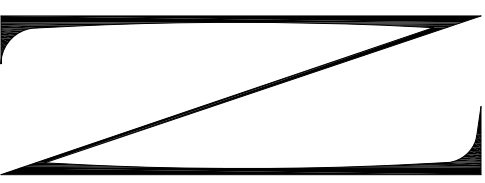


PARK AVE. 60' R.O.W. PAVED

PARK AVE. 60' R.O.W. GRAVEL

SITE PLAN

1" = 10'



R.A. ZISCHKE
ARCHITECT

18690 Levan
Livonia, MI 48152

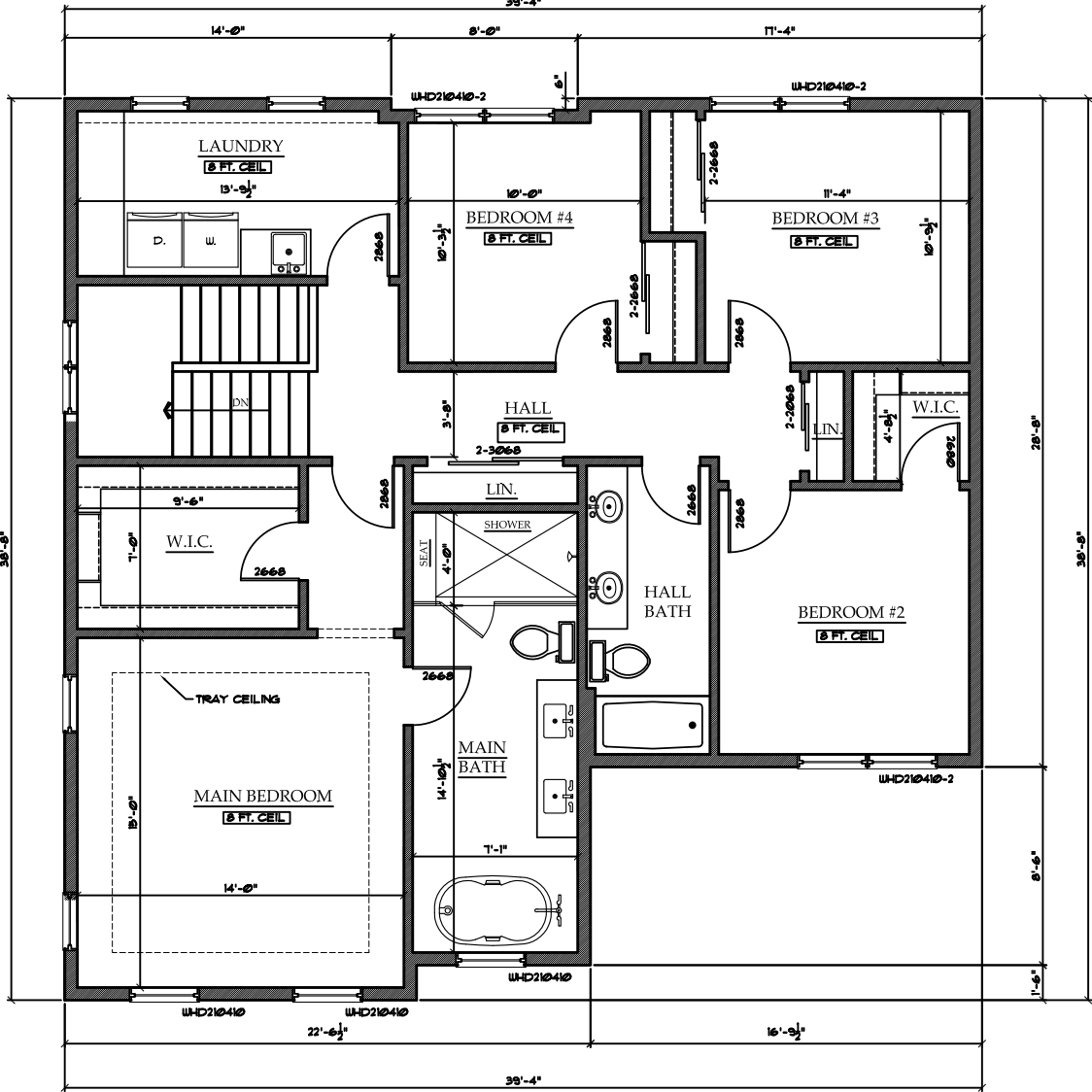
(248) 476-0140
FAX 476-2341

project:
**LOUIS
CINGOLANI**
HOLBROOK AVE. / PARK AVE.
PYLMOUTH, MI.

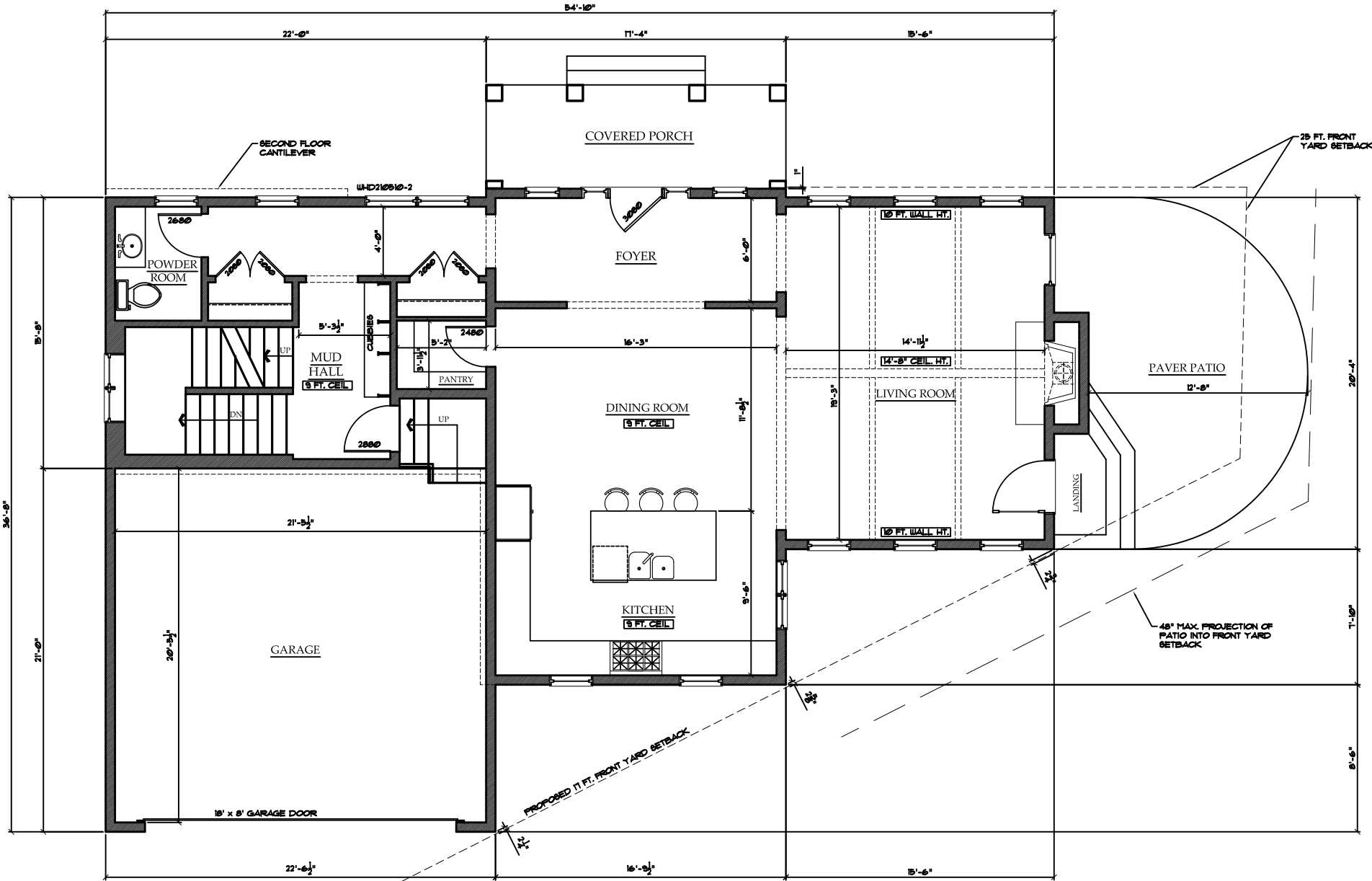
project number
R-222-110

drawn by: raz

sheet number
A-1.0



SECOND FLOOR PLAN
1315 SQ. FT.



FIRST FLOOR PLAN
1128 SQ. FT.

TOTAL FLOOR AREA
2474.3 SQ. FT.