



**City of Hamtramck Meeting**  
Department of Community and Economic Development  
Regular Plan Commission Meeting  
November 3, 2021  
6:30 P.M.  
Zoom  
313.800.5233 ext. 332

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**Minutes**

1. **Call to Order**

The Plan Commission Meeting was called to order at 6:33pm.

2. **Pledge of Allegiance**

3. **Roll Call**

Scott Collins (Detroit), Tom Habitz (Hamtramck), Mohamed Alsomiri (Hamtramck), Alana Paluszek (Detroit).

Absent: Farhana Islam, Mayor Majewski

Staff Present: CED | DDA Manager Mara Braciszewski, CED | DDA Assistant Manager Karolynn Faulkner

4. **Approval of Minutes:** October 6, 2021

Motion by Tom Habitz, Scott Collins seconds to approve minutes.  
Motion passes by unanimous voice vote.

5. **Public Comment** (2 Minutes per Person)

6. **Public Hearings**

A. 11817 Dequindre Special Land Use

Notes

Applicant was present. Other than the applicant, no one from the public spoke at the hearing. Staff presented the Staff Report to the Plan Commission. Plan Commission asked about deliveries and the location of the dumpster. It was discussed that the deliveries would be at the front door; dumpster would be in the alley. Staff shared that the details of the site plan will be worked out during the administrative site plan review process. The Plan Commission was in favor of the project overall and found it to be in line with the special land use standards within the zoning ordinance. Suggested that the dumpster be located between the house and the alley. **Tom Habitz motioned to approve the special land use request and Scott Collins seconded the motion.**

7. **Old Business**

- A. Consider new & updated definitions in Article II and special land use text amendments in Article V – Residential District (2 minutes)
- B. Consider text amendment clarifying allowance of traditional storefront entryways in CBD and C2 (2 minutes)
- C. Consider eliminating garage requirement for residential single-family and two-family homes (2 minutes)
- D. Consider updating ordinance to require two physical copies and one digital copy of the site plan in place of 10 copies; also change requirement for 10 copies of the site plan application and checklist (1 minute)
- E. Consider delaying ordinance updates on greenhouses to 2022 due to a need for more research (1 minute)
- F. Consider adding additional permitted uses in the Central Business District: Cultural Services, Motel/Hotel, Retail Sales Establishment – Food (5 minutes)
- G. Consider adding additional permitted uses in C2: Commercial—Light, Retail Sales Establishment – Food (5 minutes)

Notes

Item B: Plan Commission suggested this text for storefront entryways in CBD and C2: “Entryway may be recessed to allow for traditional storefront entryways consistent with the district character.” Item C: After discussion, the Plan Commission decided to stick with deleting the requirement for garages for new single-family and two-family homes. Item D: The Plan commission agreed with changing the site plan requirements to 2 site plans and 1 digital. Scott Collins also shared that eventually we should look at the elements that are required for site plans (not during this round of updates). Plan Commission agreed with items F and G (all as permitted uses).

**8. New Business**

- A. Parking Lots as a Special Land Use in Residential – Alsomiri
- B. Article XIII Subcommittee findings on Special Land Use Standards
- C. Add brick as a permitted building material in Central Business District (1 minute)

Notes

Item A: Plan Commission discussed the general location where parking is appropriate. Item B: Plan Commission reviewed the Article 13 subcommittee findings, and all agreed with the changes to the general standards, which includes adding in references to hours of operation, the Master Plan, and public services. In regard to the specific standards for parking lots in Article 13, the Plan Commission suggested that it may be worthwhile changing the parking lot limit on width in Article 13 to 64” rather than 60”, because 64” is standard. The Commission also referenced the parking standards for all parking lots located in Article 9 Section 7. Plan Commission returned to discussing Item A. Item A: Plan Commission expressed concern that adding parking lots as a special land use would work against city goals. Decision was made to look at the parking issue more holistically and review what the Master Plan says about parking; not appropriate to make a change to an ordinance due to one case. The Plan Commission reviewed where parking lots are currently allowed as a stand-alone use or accessory use. It was shared that parking off the ally of a commercial zone is an appropriate location and shared that a parking overlay zone may be appropriate. Plan Commission decided to look into various options in subcommittee, since this is a topic that comes up frequently and there are many ways to approach it. Plan Commission agreed

to review the Master Plan to see what guidance is given on zoning for parking. Item C: All members agreed with adding brick.

Regarding Article 13, the Plan Commission shared that the article is getting messy and suggested organizing it by type or using a table. One idea is listing it out by zoning classification (All Zones, R, CBD, C2). As it is, the list is dense and confusing.

**Motion by Scott Collins to hold a public hearing in December or January on Old Business Items A, B, C, D, F and G and New Business items B and C. Tom Habitz seconds the motion. Motion passes by unanimous voice vote.**

#### 10. **Commission Announcements**

Plan Commission shared that the calendar invite link for the meeting does not work; it is a different meeting link / room.

#### 11. **Staff Announcements**

- A. Form-based codes webinar was attended; additional confirmation that the model of doing incremental code reforms, while working towards a new code altogether, has been successful in other cities

#### 12. **Adjournment**

Chair motioned to adjourn at 8:31pm; seconded by Tom Habitz.

PLEASE NOTE: This notice is posted in compliance with PA 267 of 1976 as amended (Open Meetings Act), MCLA 41.71 a (2)(3) and the Americans with Disabilities Act (ADA). City of Hamtramck will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the Meeting to individuals with disabilities at the Meeting or Public Hearing upon 10-day notice to the City Clerk's Office. Individuals with disabilities requiring auxiliary aids or services should contact the Hamtramck City Clerk by writing or calling the Clerk's Office at (313) 800-5233 x821.