

1
2
3
4
5
6

**VILLAGE OF OXFORD
PLANNING COMMISSION
REGULAR MEETING MINUTES**

*Planning Commission Members: Rose Bejma, Jack Curtis, Kelsey Cooke, Gary Douglas,
Maureen Helmuth, Justin Ballard, Leslie Pielack*

22 West Burdick Street
Oxford, MI 48371

February 4, 2020

7:00 pm

7
8

1. CALL TO ORDER

9 Chairman Justin Ballard called the meeting to order at 7:00 p.m.

10
11

2. RESPECTS TO THE FLAG

12
13
14

3. ROLL CALL: Members Present- Ballard, Bejma, Cooke, Curtis, Helmuth, Pielack. Absent: Douglas. Staff Present: Mario Ortega AICP, Recording Secretary Tere Onica.

15
16

MOTION: by Helmuth/Curtis to excuse the absence of commissioner Douglas. All present voting in favor. Motion carried.

17
18

4. APPROVAL OF AGENDA: Meeting Agenda February 4, 2020.

19
20

MOTION: by Bejma/Helmuth to approve the February 4, 2020 meeting agenda as presented. All present voting in favor. Motion carried.

21
22

5. APPROVAL OF MEETING MINUTES: December 17, 2019 Regular Meeting.

23
24

MOTION: by Bejma/Helmuth to approve the December 17, 2019 Regular Meeting minutes as presented. All in favor. Motion carried.

25
26

6. CORRESPONDENCE: Stanisci Holdings LLC

27
28

MOTION: by Helmuth/Pielack to receive and file correspondence.

29
30

7. OLD BUSINESS:

31
32

a. Election of Officers-

33
34

MOTION: by Helmuth/Pielack to appoint Justin Ballard as PC Chair. All present voting in favor. Motion carried.

35
36

MOTION: by Bejma/Helmuth to appoint Leslie Pielack as PC Vice-Chair. All present voting in favor. Motion carried.

37
38

MOTION: by Helmuth/Bejma to appoint Rose Bejma as PC Secretary. All present voting in favor. Motion carried.

39
40
41
42
43

b. 2019 Annual report: Year-End Review and 2020 Action Plan- Planner Ortega reviewed the annual report and proposed action plan for 2020. Commissioner Pielack asked for better site plan review process with unified approach. Landscape design standards were identified as needing revision. The Master Plan had a thorough review in 2016. Planning Zoning & Enabling Act requires MP review every five years. The Planner talked about several amendments needed in the zoning ordinance where it conflicts with the general ordinance, specifically mentioning the Keeping of Chickens ordinance conflict. Bundling the amendments and reviewing together with Public Hearings would be a more efficient use of time and a cost savings.

44
45

MOTION: by Curtis/Helmuth to send the annual report and action plan to the village council for approval and to request council take action to budget funds for ordinance amendments and

46 Master Plan review process. All present voting in favor. Motion carried.
47

48 **8. NEW BUSINESS:**

49 a. **Tattoo Parlors and Adult Regulated Uses-Draft Ordinance Amendment.** Planner Ortega
50 presented options to the commissioners 1) Eliminate or change the definition of Tattoo Parlors or
51 2) remove it from the Adult Regulated Uses and allow it to fall under Personal Service
52 establishments or make it a Special Use. Commissioners asked if there was other reason for the
53 amendment other than having applicants request a downtown location. The question was whether
54 residents and business want Tattoo establishments in their downtown district? Mr. Ortega added
55 other changes to the Adult Regulated Use Ordinance may be necessary since the ordinance
56 doesn't technically indicate where Adult Regulated Uses can go. He thought the village attorney
57 opinion was needed. It was also mentioned that cosmetic tattooing could be allowed to exist in
58 salons and spas by expanding the definitions. Adult Uses could be specified s a Special Use in I-1
59 and not allowed by right. Setting a Public Hearing date was also discussed. The consensus was to
60 solicit the opinion of the DDA before proceeding further.

61 **MOTION:** by Curtis/Bejma to table the Tattoo Ordinance to receive an opinion letter from the
62 DDA showing allowance in C-1 Transitional zoning. Motion was then withdrawn by Curtis.

63 **MOTION:** by Curtis/Bejma to postpone until the Planning Commission receives input from the
64 DDA director. All present voting in favor. Motion carried.
65

66 **PUBLIC COMMENT:** None.
67

68 **13. CONSULTANT AND ADMINISTRATIVE COMMENTS**


69 **14. COMMISSIONER COMMENTS:**

70 Oxford Township- Jack Curtis-gave updated on Beaumont PUD and PK Striping Site Plan.
71 ZBA-Rose Bejma-no meetings.
72 DDA-Pete Sholz
73
74

75 **15. FUTURE BUSINESS:** Keeping of Chickens Ordinance amendment to Section 6.1.23
76 Keeping of Farm Animals and Other Animals.
77

78 **16. ADJOURNMENT:**

79 **MOTION:** by Helmuth/Curtis to adjourn at 8:00 p.m. All in favor. Motion carried.
80

81 

82 Respectfully submitted,
83 Tere Onica, Recording Secretary
84