

VILLAGE OF OXFORD
PLANNING COMMISSION

January 19, 2021 7:00 p.m.

REGULAR TELECONFERENCE MEETING MINUTES

To Participate in Meeting: Call-in access number (312) 626-6799

Meeting ID: 840 672 2978 - Meeting passcode 202392

Or use link to join the meeting via the internet:

<https://us02web.zoom.us/j/8406722978?pwd=Z3lkL0tiZVYzYzB0VUhMYXIEMmNWdz09>

Office Location ▪ 22 W Burdick Street, Oxford, MI ▪ Tel: 248-628-2543

This meeting was held remotely per PA 228

for safety reasons to mitigate risk of transfer of the COVID-19 virus.

Planning Commission Contact Information: Justin Ballard: justin.ballard@ballardintl.com; Leslie Pielack: leslie.pielack@gmail.com; Gary Douglas: willguyer@gmail.com; Maureen Helmuth: hlemo@aol.com; Michelle McClellan: mcclellan72@yahoo.com; Jon Nold: jnold@oxfordtownship.org; karkles@gmail.com;

1. CALL TO ORDER

Chairman Justin Ballard called the meeting to order at 7:08 p.m.

2. RESPECTS TO THE FLAG

3. ROLL CALL: Members Present- Arkles, location: Village of Oxford, MI; Ballard, location: Village of Oxford, MI; Pielack, location: Village of Oxford, MI.; Douglas, location: Village of Oxford, MI.; Nold, location: Oxford Township, MI.; ~~McClellan, location: Village of Oxford, MI.;~~ Absent 2 1: Helmuth, ~~McClellan~~ (Helmuth reported illness). Staff Present: Village Manager Joe Madore, Recording Secretary Tere Onica, McKenna Planner Mario Ortega, Fire Chief Pete Scholz. *(Commissioner McClellan present unable to participate due to technical difficulties.)*

4. APPROVAL OF AGENDA: Meeting Agenda January 19, 2021.

MOTION: by Douglas/Pielack to approve the agenda as presented.

Roll Call Vote: Ayes: 5. Arkles, Ballard, Douglas, Nold, Pielack. Nays: 0. Absent: 2 1.

Helmuth, ~~McClellan~~. *(McClellan present unable to participate due to technical difficulties.)* Motion carried.

5. APPROVAL OF MEETING MINUTES: December 1, 2020 Regular Meeting Minutes.

MOTION: by Pielack/Nold to approve the Village of Oxford Planning Commission December 1, 2020 virtual meeting minutes as presented.

Roll Call Vote: Ayes: 5. Douglas, Nold, Pielack, Arkles, Ballard. Nays: 0. Absent: 2 1.

~~McClellan~~, Helmuth. *(McClellan present unable to participate due to technical difficulties.)* Motion carried.

6. CORRESPONDENCE: Written note with pictures were submitted from resident regarding street parking. Not a Planning Commission issue. Administration will follow up.

7. PUBLIC HEARING: Proposed Text Amendments to the Zoning Ordinance

MOTION: by Ballard/Douglas to open the Public Hearing at 7:15 p.m.

Roll Call Vote: Ayes: 5. Douglas, Pielack, Nold, Arkles, Ballard. Nays: 0. Absent: 2 1.

Helmuth. ~~McClellan~~. *(McClellan present unable to participate due to technical difficulties.)* Motion carried.

8. PUBLIC COMMENTS: None.

MOTION: by Douglas/Pielack to close Public Hearing at 7:17 p.m.

Roll Call Vote: Ayes: 5. Pielack, Arkles, Ballard, Douglas, Nold. Nays: 0. Absent: 2 1.

Helmuth, McClellan. *(McClellan present unable to participate due to technical difficulties.)* Motion carried.

9. OLD BUSINESS:

a) Proposed Zoning Ordinance Text Amendments

Mr. Ortega commented on changes from prior meeting. Modest tweaks/corrections were needed in several areas of the ordinance.

Review consisted of zoning ordinance language amendments for the following:

- **Amendment A:** Removes Tattoo parlors as an Adult Regulated Use, allowing as a permitted use in C-2 and Special Use in the Flex (F) District.

MOTION: by Ballard/Nold to recommend to village council adopt the proposed Amendment A as presented.

Roll Call Vote: Ayes 3. Arkles, Nold, Pielack. Nays: 2. Ballard, Douglas. Absent: 2 1. Helmuth, McClellan. *(McClellan present unable to participate due to technical difficulties.)* Motion carried.

- **Amendment B:** Clean up existing regulated use ordinance. Identified as Special Use (S) in the I-1 district.

MOTION: by Ballard/Pielack to recommend to village council adopt the proposed Amendment B as presented.

Roll Call Vote: Ayes 5. Ballard, Douglas, Nold, Pielack, Arkles. Nays: 0. Absent: 2 1. Helmuth, McClellan. *(McClellan present unable to participate due to technical difficulties.)* Motion carried.

- **Amendment C:** Commercial Vehicles. Current Commercial Vehicle ordinance was restrictive to contractors. Minor tweak was made to define commercial vehicles and define light-medium duty vehicles more accurately.

MOTION: by Ballard/Nold to recommend to village council adopt the proposed Amendment C as presented.

Roll Call Vote: Ayes 5. Douglas, Nold, Pielack, Arkles, Ballard. Nays: 0. Absent: 2 1. Helmuth, McClellan. *(McClellan present unable to participate due to technical difficulties.)* Motion carried.

- **Amendment D:** Minor revision to fences, walls or privacy screens to apply to all properties throughout in the village.

MOTION: by Ballard/Douglas to recommend to village council adopt the proposed Amendment D as presented.

Roll Call Vote: Ayes 5. Douglas, Nold, Pielack, Arkles, Ballard. Nays: 0. Absent: 2 1. Helmuth, McClellan. *(McClellan present unable to participate due to technical difficulties.)* Motion carried.

- **Amendment E:** Intended to clean up contradictions in the ordinance between two areas of the ordinance. General Standards and Sign Ordinance. Sign Ordinance will reference standards.

MOTION: by Ballard/Douglas to recommend to village council adopt the proposed

Amendment E as presented.

Roll Call Vote: Ayes: 5. Nold, Ballard, Arkles, Douglas, Pielack. Nays: 0.
Absent: 2 1. Helmuth. McClellan. *(McClellan present unable to participate due to technical difficulties.)* Motion carried.

10. NEW BUSINESS:

- a. **2020 Annual Review and Future Business:** Annual review is required by State Planning and Zoning Enabling Act. Draft of potential projects for upcoming year included. Master Plan (MP) review is required every five (5)-years to make sure it meets the desires, goals and objectives of the community. Michigan Economic Development Re-Development Ready program needs to be incorporated for the village to be eligible for economic development grants. To take goals and objectives of all the plans and create a single implementation plan for the next 5-10 years was suggested. Review of new trends such as Air B & B's also known as short term rentals and food trucks are recently created uses and businesses not currently regulated. Historic Preservation could be part of MP. Review of existing by-laws and training for members on development related topics was recommended. Discussion to be continued. Adoption of the 2020 report and 2021 action plan will take place at next meeting when all commissioners are present.

11. PUBLIC COMMENT: None

12. CONSULTANT AND ADMINISTRATIVE COMMENTS

13. COMMISSIONER COMMENTS

Status of Weckle development, project completion date.
January 26th virtual town hall regarding Adult Use Marijuana.
Oxford Township Planning Commission meets January 20th.
ZBA- needs a Planning Commission representative.
DDA- Director was terminated. Interim Director was selected. She will be working on a part time basis while a search for a new DDA Director takes place.

14. FUTURE BUSINESS: Annual Election of Officers.

15. ADJOURNMENT:

MOTION: by Ballard/Pielack to adjourn at 8:37 p.m. All in favor. Motion carried.

Roll Call Vote: Ayes: 5. Nold, Pielack, Ballard, Arkles, Douglas. Nays: 0. Absent: 2 1 Helmuth. McClellan. *(McClellan present unable to participate due to technical difficulties.)* Motion carried.



Respectfully submitted,
Tere Onica, Recording Secretary