

Village of Oxford Planning Commission Agenda
Council Chamber- 22 W. Burdick St., Oxford MI, 48371
Tuesday, September 7, 2021, 7:00 P.M.

Public input will be allowed during Item 9, Public Comment. Public may voluntarily state their name and address for the record. In adherence to the Open Meetings Act, this time is for commissioners to hear comments from the public and not to engage in discussion with the public. Each person will be allowed an opportunity to speak for no more than 3 minutes. All comments will be addressed to the Chairman.

1. Call to Order by Chairman Justin Ballard at 7:00pm
2. Respects to the Flag
3. Roll Call: Maureen Helmuth, Leslie Pielack, Michelle McClellan, Jon Nold, Kelly Arkles, Scott Flynn, Justin Ballard.
4. Approval of Agenda: September 7, 2021
5. Approval of Minutes: August 3, 2021
6. Correspondence: None
7. Public Hearing- Zoning Ordinance Amendment Section 3.4.1 “R-1 Single Family Residential District Building Height-Principal Building” to increase standard from 25’ standard to 30’.
8. New Business: None.
9. Old Business:
 - a. Proposed Zoning Ordinance Amendment Section 3.4.1, Single Family Residential District Regulation Schedule, Building Height.
10. Public Comment:
11. Consultant & Administration Comments:
12. Commissioner Comments:
 - Oxford Township Planning Commission Update
 - ZBA Update
 - DDA Update
13. Adjournment:

VILLAGE OF OXFORD
PLANNING COMMISSION
August 3, 2021, 7:00 p.m.
REGULAR MEETING MINUTES
Meeting Location ▪ 22 W Burdick Street, Oxford, MI ▪ Tel: (248) 628-2543
www.thevillageofoxford.org

1. CALL TO ORDER

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

2. RESPECTS TO THE FLAG

3. ROLL CALL: Members Present-Ballard, Arkles, Nold, Pielack. Absent 2. Helmuth, McClellan.
Staff Present: Village Manager Joe Madore, Recording Secretary Tere Onica, McKenna Planner Mario Ortega.

4. APPROVAL OF AGENDA: Meeting Agenda August 3, 2021.

MOTION: by Pielack/Arkles to approve the August 3, 2021, agenda as presented.
All present voting in favor. Motion carried.

5. APPROVAL OF MEETING MINUTES: July 20, 2021, Regular Meeting Minutes.

MOTION: by Nold/Arkles to approve the Village of Oxford July 20, 2021, regular planning commission meeting minutes as presented. All in favor. Motion carried.

6. CORRESPONDENCE: None.

7. NEW BUSINESS:

a. PC 21-06, PID #: PO-04-27-279-017, 144 S. Washington. APERION Sign Permit

Application, Ron Martin Weinstock, Internally Illuminated Sign. Planner Ortega reviewed the Sign Design memorandum dated July 27, 2021. The sign complies with all standards in C-1 zoning district. Recommendation that approval be contingent upon the installation of a dimmer control to allow for light levels to be adjusted to prevent harsh glare for vehicles traveling along M-24 with encouragement by commissioners to improve existing landscaping circle to enhance signage.

MOTION: by Ballard/Nold to approve PC 21-06, PID# PO-04-27-279-017, 144 S. Washington Street, APERION sign permit application as presented with installation of a dimmer control to allow for light levels to be adjusted to prevent glare for M-24 traffic.
All in favor. Motion carried.

b. Zoning Ordinance Section 3.4.1 - Residential Construction standards consideration of

R-1 zoning front yard set-back and building height. Discussion on residential construction standards and permitted set-back encroachments such as open stoops and porches that do not add additional mass. Establishing a standard front yard set-back based on an area average is frequently used for development. Building height design standards with roof pitch is now higher than when most homes in the village were constructed. Oxford Township has 35 ft. height at the peak. Others are at 30 ft. allowing for 2 ½ stories to accommodate for walk-out basements. Amending the ordinance by increasing the height standard not to exceed 30 feet is a reasonable consideration for residential development.

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MOTION: by Ballard/Nold to schedule a Public Hearing for September 7, 2021, to amend the zoning ordinance Section 3.4.1 Regulation Standards, Building Heights-Principal Structure in the R-1 zoning district to increase the height of the principal structure from 25ft. to 30 ft. All in favor. Motion carried.

- c. **Zoning ordinance Section 7.4.7.V – Signs prohibited throughout the Village – Banners on the Polly Ann Trail Bridge.** The DDA has requested that they be allowed to hang banners for the Scarecrow Fall Festival and other local DDA sponsored events prohibited by ordinance. Have to be able to legally support who is or is not allowed to hang banners. More thought is required. Concern over opening door to too many advertising interests.

8. **Old Business:** None

9. **Public Comment:** None.

10. **Consultant & Administration Comments:** PC member application was received and will be considered at the August Council meeting.

11. **Commissioner Comments:**

Oxford Township Planning Commission Update
ZBA Update
DDA Update

12. **ADJOURNMENT:**

MOTION: by Pielack/Nold to adjourn at 8:09 p.m. All in favor. Motion carried.

Respectfully submitted,
Tere Onica, Recording Secretary

**VILLAGE OF OXFORD
NOTICE OF PUBLIC HEARING
CONSIDERATION OF ZONING ORDINANCE AMENDMENT**

Please take notice that the Village of Oxford Planning Commission will hold a Public Hearing on Tuesday, September 7, 2021, at 7:00 p.m. or soon thereafter in the Village Council Chambers located at 22 W. Burdick St., Oxford, MI. This Public Hearing is being held for the purpose of considering the following zoning ordinance amendment:

Article 3: Zoning Districts and Uses, Chapter 4: District Regulations, Section 3.4.1 Regulations Schedule, Building Height – Principal Building.

A complete copy of the proposed amendment to the zoning ordinance section referenced above is available for review on-line, or by contacting the office of the Village Clerk, 22 W. Burdick, Oxford, 48371, during regular business hours: Monday-Thursday 8:00a.m.-5:00 p.m. Phone: 248-628-2543. Physically challenged persons needing assistance or aid at the public hearing should contact the Village Clerk during regular business hours not less than seventy-two (72) hours prior to the public hearing. Anyone wishing to comment on the proposed amendments may do so in person, at the public hearing or in writing by mail addressed to: Village of Oxford Clerk, P.O. Box 94, Oxford, Michigan. Email: clerk@thevillageofoxford.org.

Teresa L. Onica, CMC
Village of Oxford Clerk
Published: August 18, 2021, Oxford Leader

Chapter 4: District Regulations

SECTION 3.4.1 • R-1, SINGLE FAMILY RESIDENTIAL DISTRICT

REGULATIONS SCHEDULE

BUILDING HEIGHT - PRINCIPAL BUILDING

In Stories:	2.5 Stories	2 Stories
In Feet:	30 Feet	25 Feet

BUILDING HEIGHT - ACCESSORY BUILDING⁷

In Feet:	15 Feet
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LOT STANDARDS¹

Minimum Lot Width:	60 Feet
Minimum Lot Area:	7,200 Sq. Ft.

Minimum Usable Floor Area Per Unit (Principal Building):	1,000 Sq. Ft.
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Maximum Lot Coverage for All Buildings:	40 Percent
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SETBACKS - PRINCIPAL BUILDING⁶

Front Yard ³ :	15 Feet⁸
Side Yard (One) ² :	5 Feet⁹
Side Yard (Total of Two):	12 Feet⁸
Rear Yard:	30 Feet⁸

SETBACKS - DETACHED ACCESSORY BUILDING^{3,4}

Front Setback:	25 Feet
Side Yard:	5 Feet^{4,5}
Rear Setback:	3 Feet⁵

See Section 4.1.2 for additional requirements

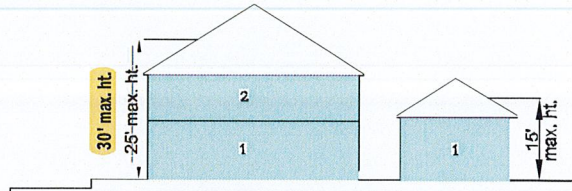
FOOTNOTES

- Where public sewers are not provided, the minimum lot area be at least 12,750 square feet and the minimum lot width shall be 80 feet.
- The side yard abutting upon a street shall not be less than ten (10) feet.
- Detached accessory buildings shall be a minimum of 10 feet from any principal building.
- No detached accessory buildings shall be erected in the front or required side yard or within permanent easements.
- An accessory building shall not be located nearer than 10 feet to a street right-of-way line, except in those instances where the rear lot line abuts an alley right-of-way, in which case, the accessory building shall be no closer than one (1) foot to such rear lot line.
- Where the accessory building is structurally attached to a main building, it shall be subject to, and must conform to, all yard regulations of this Ordinance applicable to main buildings. An attached accessory building shall be setback a minimum of 3 feet behind the front building line.
- Accessory buildings may be up to 25 feet in height if they contain living space that meet the standards of the building code. The living space must be accessory to the principal single family dwelling and may not be a separate dwelling unit.
- Within the Form Based Code boundary, the setbacks shall be the same as the C-1 Transition District.

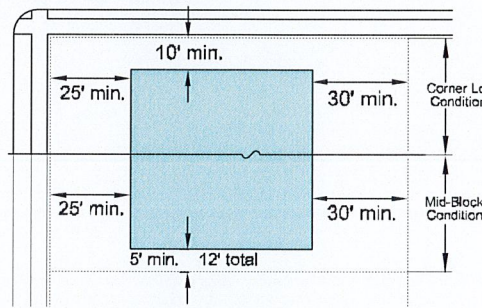
Graphics are illustrative only. Refer to REGULATIONS SCHEDULE for setback and height information. (amended by ordinance #376)

Some regulations on this page are superceded within the Form Based Code boundary.

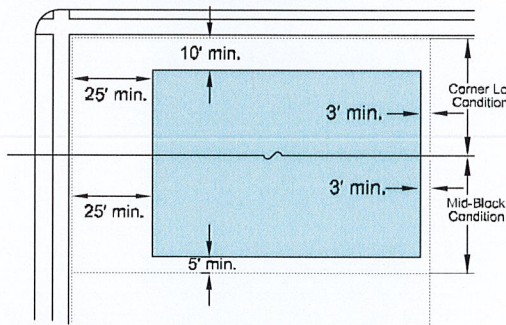
BUILDING HEIGHT



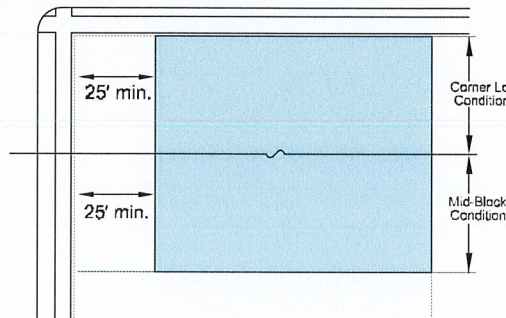
SETBACKS - PRINCIPAL BUILDING



SETBACKS - DETACHED ACCESSORY BUILDING



PARKING PLACEMENT



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Planned Unit Development
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Administration & Enforcement
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