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

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

22 West Burdick Street Oxford, MI 48371	January 15, 2019	7:00 pm
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1. **CALL TO ORDER**

Chairman Gary Douglas called the meeting to order at 7:00 p.m.

2. **RESPECTS TO THE FLAG**

3. **ROLL CALL:** Members Present-Douglas, Bejma, Helmuth, Pielack, Deeg, Ballard, Curtis.
Member Absent: Deeg.

MOTION: by Helmuth/Curtis excusing Deeg from the January 15, 2019 meeting. All present voting in favor. Motion Carried.

Commissioner Douglas welcomed the newest member the planning commission, Justin Ballard.
Staff Present: Mario Ortega AICP, Tere Onica Recording Secretary/Clerk-Treasurer.

4. **APPROVAL OF AGENDA: Meeting Agenda January 15, 2019**

MOTION: by Curtis/Pielack to approve the Village of Oxford January 15, 2019 regular meeting agenda as presented. All present voting in favor. Motion carried.

5. **APPROVAL OF MEETING MINUTES: December 04, 2018 Regular Meeting**

MOTION: by Bejma/Pielack to approve the regular meeting minutes of December 04, 2018. All present voting in favor. Motion carried.

6. **CORRESPONDENCE:** None.

7. **PUBLIC HEARING: Proposed Outdoor Sales Ordinance**

MOTION: by Helmuth/Curtis to open the Public Hearing at 7:03 p.m.

Planner Mario Ortega gave introduction and summary of changes to the Proposed Outdoor Sales Ordinance addressing three areas:

- 1.) Page 1-Amendments to the definitions- Accessory Outdoor Display and Outdoor Display Sales.
- 2.) Page 2- Amendments to the table of permitted uses.
- 3.) Creating new language for Outdoor Display Sales.

With no public wanting to comment during the Public Hearing was closed at 7:06 p.m.

MOTION: by Helmuth/Curtis to close the Public Hearing. All present voting in favor. Motion carried.

8. **OLD BUSINESS: Outdoor Display Sales Ordinance**

The commissioners discussed areas of concern making amendments to the proposed language:

47 **Page 5, Section 4.1.28 Subsection (A)(9)** strikethrough the following language from line 7:
48 ...business owner to cease and desist operation of the display ~~and until the planning~~
49 ~~commission has opportunity to review the perceived hazardous conditions. The planning~~
50 ~~commission shall...~~And insert language (in italics): *The Village Manager shall* review the
51 circumstances related to noncompliance...

52 **Pages 5 & 6, Section 4.1.28 Subsection (B)** strikethrough the following: Administrative
53 Extension. ~~If the Planning Commission determines that an application shall be harmonious with~~
54 ~~adjacent existing uses and the applicant requests the option for an additional time period as part of~~
55 ~~approval, the Planning Commission;~~ And insert language (in italics): *The Village Manager* may allow
56 ~~for~~ the applicant to request an *twelve (12) month* extension at the end of the original approval
57 period...

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59 **PUBLIC COMMENTS:**

60 Chuck Schneider, 2681 Hadley Rd., Lapeer- Commented on several items during the meeting
61 including giving perspective as a local business owner. He suggested changes to Section 4.1.28
62 Subsection (B). If a business owner believes they are unjustly treated by village ordinance,
63 recourse will be to go before the Zoning Board of Appeals (ZBA) for relief, and not the
64 Planning Commission, as it is not their function or role. The Village Manager can/should
65 determine permit renewal. Lastly, the idea that a business owner cannot use the opaque
66 fencing- since they are required by ordinance to install the fence, then why would they not
67 be permitted to use the surface for patrons to view merchandise in a similar environment to one
68 they might choose the item for.

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70 There was additional conversation regarding fees and prorating fees for mid-year applicants.
71 Typical fees are intended to cover cost incurred for meeting, mailing and publication, and
72 professional review. Council is the governing body that sets fees and can discuss this aspect of
73 the permitting process.

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75 One-year permits will be non-transferable. Opaque fencing is required to screen
76 neighboring/residential properties from viewing items displayed or stored outside. There was
77 opposition to the fence being used for item display, to lean items against, or to tower over the
78 required fence height- the purpose being the importance of keeping items contained within the
79 boundaries of the fencing and lot.

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81 **MOTION:** by Curtis/Bejma to recommend the Proposed Ordinance Amendment for Outdoor
82 Sales Display with changes to Section 4.1.28 Subsections (A)(9) and (B) to the Village Council
83 for review and adoption at their next regular meeting.

84 **ROLL CALL VOTE:** Ayes: 6, Curtis, Bejma, Helmuth, Pielack, Ballard, Douglas. Nays: 0.
85 Absent: 1, Deeg. All present voting in favor. Motion carried.

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87 **9. NEW BUSINESS:** None.

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89 **10. PUBLIC COMMENT:** None.

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91 **11. CONSULTANT / ADMINISTRATIVE COMMENTS:**

92 Mario Ortega will have the 2018 PC annual review at the next meeting, February 4th along
93 with the 2019 Action Plan.

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12. COMMISSIONER COMMENTS:

ZBA-Rose Bejma-the ZBA needs an alternate.
Council- Maureen Helmuth informed commissioners the Council has taken up the issue of
Recreational Marijuana business establishments within the Village of Oxford.
Commissioner Pielack-is interested in Historical Preservation, asking that it be included in the
2019 Action Plan.
Commissioner Curtis announced a new member appointed to the Oxford Township Planning
Commission.

13. ADJOURNMENT:

MOTION: by Helmuth/Curtis to adjourn at 8:15 p.m. All present voting in favor. Motion
carried.

Respectfully submitted,

Tere Onica, Recording Secretary