

1
2
3
4
5
6
7

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

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

22 West Burdick Street Oxford, MI 48371	December 04, 2018	7:00 pm
--	-------------------	---------

8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32

1. **CALL TO ORDER**

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

3. **RESPECTS TO THE FLAG**

3. **ROLL CALL:** Members Present-Douglas, Bejma, Helmuth, Pielack, Deeg.

Members Absent: Johnson, Curtis.

MOTION: by Helmuth/Bejma excusing Curtis and Johnson. All present voting in favor. Motion Carried.

Staff Present: Mario Ortega AICP, Tere Onica Recording Secretary/Clerk-Treasurer.

4. **APPROVAL OF AGENDA: Meeting Agenda December 04, 2018**

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

5. **APPROVAL OF MEETING MINUTES: Special Meeting November 20, 2018**

MOTION: by Helmuth/Pielack to approve the Special Meeting Minutes of November 20, 2018. All present voting in favor. Motion carried.

6. **CORRESPONDENCE:** Letter of Resignation from Adam Johnson.

MOTION: by Helmuth/Bejma to receive and file the resignation letter of commissioner Johnson with regrets. All present voting in favor. Motion carried.

7. **OLD BUSINESS:**

- A. **Consideration of Ordinance Amendment for Outside Display (OD) Sales:** Chairman Douglas asked planner Mario Ortega to summarize the amendments made to the Outdoor Display and Sales Ordinance. Mr. Ortega revamped the ordinance specifically addressing commissioner and village business concerns. The main distinction is the location within the zoning districts.

Article 2: Definitions for the current ordinance and proposed language were reviewed. Open Air Business basically remained the same except for a change in definitions of current language from *shall* to proposed language *may*.

Section 3.3.1- Table of Permitted Uses by District under Current Ordinance vs. Proposed Language Table of Permitted Uses by District was introduced for discussion. The symbol for Temporary in the chart T is not part of the key and needs to be added. Special Use Permit for Open Air Business was noted and giving C-1 Transitional the opportunity to display. The five

47 (5) foot set-back requirement in C1-Transitional was discussed.
48 Chuck Schneider, 2681 Hadley Rd., Lapeer commented on the interior side of the lot line.
49

50 Discussion continued regarding the proposed language for Section 4.1.28 Outdoor display
51 Sales subsections (A) and (B) and Section 4.1.29 accessory Outdoor Display. Under 4.1.28
52 (A) General Standards, item (9) was identified as restrictive by not allowing the Village
53 Manager latitude to hold businesses accountable for non-compliance of a permit.
54

55 The question of Ordinance fees was raised. The Village Council is the only board with the
56 ability to approve a fee schedule. There were questions regarding paragraph (B) over the
57 application process. How will the permit work? Will a citation depend on the type of violation
58 and/or will a permit be rescinded? Compliance language needs to be added. Perhaps a
59 flow chart could be attached to the permit. The policy for permit renewal and steps for
60 enforcement needs to be worked out.
61

62 Recommendation was made by Planner Ortega to schedule a public hearing for the January
63 15th meeting. The consensus was to send a rough draft of the ordinance to the council
64 and request an extension of the moratorium to give time for the Public Hearing to take place
65 and resolve outstanding issues.

66 **MOTION:** by Helmuth/Bejma to schedule a Public Hearing for the proposed Outdoor
67 Display Sales Ordinance on January 15, 2019 at 7:00 p.m. or shortly thereafter and forward a
68 draft of the ordinance to the council to begin their review. All present voting in favor. Motion
69 carried.

70 **MOTION:** by Helmuth/Bejma to request the Village Council extend the moratorium on the
71 proposed Outdoor Display Sales Ordinance until the ordinance is adopted. All present voting
72 in favor. Motion carried.
73

74 The schedule of Planning Commission meetings is on the December 11th Council Meeting
75 Agenda for approval. The annual Planning Commission report with a summary of activities and
76 action plan will be given on January 15, 2019.
77

78 **PUBLIC COMMENT:** There were no other public comments at this time.
79

80 **8. CONSULTANT / ADMINISTRATIVE COMMENTS:**

81 **ZBA Update**-Rose Bejma-the ZBA approved the variance for 77 S. Glaspie at the
82 December 3rd meeting. Alternates are still needed.

83 Maureen Helmuth reported that the Village Council is reviewing the opt in/out option for
84 recreational marihuana. It is on the agenda for the December 11th council meeting.
85

86 **9. ADJOURNMENT:**

87 **MOTION:** by Bejma/Helmuth to adjourn at 7:57 p.m. All present voting in favor. Motion
88 carried.
89

90 Respectfully submitted,
91

92
93 Tere Onica, Recording Secretary