

# **Charter Township of Oscoda**

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## **Planning Commission**

### **Meeting Minutes**

**January 3, 2023 6PM**

**Robert J. Parks Public Library**

**6010 Skeel Ave**

**Oscoda, MI 48750**

- 1) **CALL TO ORDER**  
Jeff Linderman, Chair, called the meeting to order at 6:01 PM.
- 2) **Pledge of Allegiance**
- 3) **WELCOME GUEST** – Mr. Linderman welcomed guests to the meeting.
- 4) **ROLL CALL**  
**Present** – Mr. Palmer, Mr. Tasior, Ms. Hopcroft, Mr. Linderman  
**Absent** – Mr. Schulz  
**Quorum** – Mr. Linderman determined a quorum present.
- 5) **APPROVAL of Meeting Minutes-**
  - i. **Planning Commission Regular Meeting Minutes December 5, 2022-** Ms. Hopcroft made a motion to approve the minutes with one correction. Supported by Mr. Palmer Roll call vote. All in favor.
- 6) **AGENDA – Additions, Corrections & Approval –**
  - ii. Ms. Hopcroft made a motion to approve the agenda as submitted. Supported by Mr. Tasior. Roll call vote. All in favor.
- 7) **PUBLIC COMMENT** – None
- 8) **PUBLIC HEARING** – N/A
- 9) **NEW BUSINESS –**
  - i. **Planning Commission Meetings Schedule for 2023-**
    - a. Ms. Vallette went over the meeting schedule and the dates that were adjusted to accommodate for the Holidays.
    - b. Mr. Linderman made a motion to approve the meeting schedule as presented. Supported by Mr. Tasior. Roll call vote. All in favor.
  - ii. **Planning & Zoning Director Annual Report-**
    - a. Ms. Vallette stated that this annual report is a requirement per the Planning Enabling Act for the Planning Commission to do every year.
    - b. Ms. Vallette asked the Commission for feedback and edits if there are any.
    - c. Ms. Hopcroft asked for more information to be added to Section 5.5 New Multi- Use Facility Planning Process. Ms. Vallette will expand on the reason why only two work sessions were held.
    - d. Mr. Linderman asked that a word be removed from Section 5.6.
    - e. Ms. Vallette informed the Commission that Land Use Permits were up compared to the year before.
  - iii. **Guide to Development Revisions-**

- a. Ms. Hopcroft stated that she had some revisions, but asked if she could email them to Ms. Vallette to have her make the edits rather than go over all of them at the meeting. The Commissioners agreed to that. Ms. Vallette will make all edits and email the edited version to all members.
- b. The Guide to Development will also be presented at the next EIC meeting on 1/6/2023.
- c. Mr. Palmer went over a few items he thought needed revising. We also discussed cleaning up the language under Pre-Application meetings, to clarify the Development Review Committee and if Pre-Application meetings should be encouraged or required.
- d. It was decided that under the Planned Development approval process to take out the Planning Commission scheduling a work session. A meeting with the Development Review Committee will be scheduled instead of a work session.
- e. Ms. Vallette was asked to attend the EIC Meeting in case there are any questions that need to be answered.
- iv. First Read- Ordinance 2011-244 Amendments
  - a. Ms. Vallette went over the three changes that need to be made within the Ordinance. Language regarding an alternate will be taken out. Vice-Chairperson will be added under Officers and Committees. Under Sec 2-145, immediately adjoining will be replaced with within 300 feet.
- v. First Read- Add Full Bathroom Definition to 165 Zoning Ordinance
  - a. Ms. Vallette stated that in our new Micro Housing Ordinance, a Full Bathroom is required in a Micro House, but a Full bathroom is not defined in our Ordinance.
  - b. Ms. Vallette read our definition of a Full Bathroom: A bathroom with a sink, toilet, bathtub, and/or shower (or a bathtub and shower combination)
  - c. Mr. Tasiar made a motion to accept that definition for a Full Bathroom, to be added to the 165 Zoning Ordinance, and move it on to a public hearing. Supported by Ms. Hopcroft. Roll call vote. All in favor.

**10) OLD BUSINESS- N/A**

**11) Report of the Zoning Board of Appeals Representative**

- i. Mr. Vallette stated that there had not been a ZBA meeting since the last Planning Commission meeting.

**12) Report of the Township Board Representative**

- i. The Township Board changed their meeting start time to 6:30PM.
- ii. The 2023 Budget was approved by the Township Board.
- iii. The Township is still looking into Auto Dialer and is waiting for the County to finalize their alert system to see if we want to join or not before pursuing Auto Dialer.
- iv. A Township Board member made a request for the Township to utilize Facebook to get notices out to people. The Attorney is reviewing that.
- v. Ms. Loveless withdrew her purchase agreement for the California/Michigan Property.

**13) Report of the Planning Commission Sub-Committees**

- i. Ms. Hopcroft stated that the Master Plan Sub-Committee was waiting for the Villages Board Meeting to have further information on the 8000 Block on Base.
- ii. Mr. Tasiar stated that the Ordinance Revision Sub-Committee had a few items to look at. The first reads on tonight's agenda came from the last work session. Mr. Tasiar asked Ms. Vallette to send all work session agendas to all Planning Commission members, to keep them informed.

**14) Report of the Economic Improvement Committee**

- i. Mr. Tasiar stated that the next EIC Meeting is 1/5/2023 at 4pm.
- ii. Mr. Tasiar stated that the MEDC will be at Tait's Restaurant, 1/10/2023 at 11:30, hosted by Lindsey Miller. The purpose of this meeting is to inform business owners of grant opportunities.

- iii. Ms. Hopcroft stated that the Arts & Place Making Committee presented a project to the Township Board. That project was not approved.

**15) Comments of Planning Commission members**

- i. Mr. Palmer and Ms. Hopcroft wished everyone a Happy New Year.

**16) Report of the Zoning Administrator**

- i. Ms. Vallette thanked the Commissioners for a great 2022 and is looking forward to see what 2023 holds. She stated that Planning Commission and ZBA members are needed. She also stated that there is a four part training coming up. In May, we will look at our By-Laws to add some missing language.

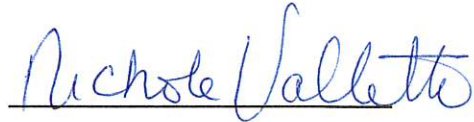
**Declaring no further business, Mr. Linderman adjourned the meeting at 7:16 PM.**



Jeff Linderman - Chair

2-6-2023

Date



Nichole Vallette – Planning & Zoning Director