

# **Charter Township of Oscoda**

\*\*\*

## **Planning Commission**

### **Meeting Minutes**

**May 2, 2022 6PM**

Robert J. Parks Public Library  
6010 Skeel Ave  
Oscoda, MI 48750

---

---

#### **1) CALL TO ORDER**

Ed Davis, Chair, called the meeting to order at 6:00 PM.

#### **2) Pledge of Allegiance**

#### **3) WELCOME GUEST – Mr. Davis welcomed guests to the meeting. Bryan Hutchinson introduced himself.**

#### **4) ROLL CALL**

**Present** – Mr. Schenk, Mr. Palmer, Mr. Schulz, Mr. Tasior, Ms. Hopcroft, Mr. Davis

**Absent** – Mr. Linderman,

**Quorum** –Mr. Davis determined a quorum present.

#### **5) APPROVAL of Meeting Minutes-**

- i. Regular Planning Commission Meeting April 4, 2022 Minutes- Mr. Palmer made a motion to approve the minutes with corrections. Supported by Mr. Tasior. Roll call vote. All in favor.

#### **6) AGENDA – Ms. Hopcroft made a motion to approve the agenda as written for the May 2, 2022 meeting. Supported by Mr. Schulz. Roll call vote. All in favor.**

#### **7) PUBLIC COMMENT – N/A**

#### **8) OLD BUSINESS – N/A**

#### **9) NEW BUSINESS –**

- i. Site Plan Review- Case #101-2022
  - a) Mr. Davis asked the applicant to explain their request. Bryan Hutchinson stated they bought a property in town and they would like to sell sheds, barns and cabins off of it.
  - b) Ms. Vallette gave background on the case, reviewing the parcel size along with the zoning (SSBN, CMU) CMU allows for General Retail but there is no definition in the Ordinance. Ms. Vallette stated that she did email Section 7.3 to the applicants along with the application.
  - c) Ms. Vallette did not receive any correspondence on the case. All the Commissioners did receive an email from a business owner, to be read later.
  - d) Jack Martin, Oscoda Resident, spoke in opposition to the Site Plan proposal. Mr. Martin stated that this type of business in the

downtown will be a huge black eye for the community and does not belong downtown.

- e) David Iler, Oscoda, read a portion of the SSBN Ordinance, pointing out the purpose of the Ordinance and stated he didn't see how this proposal would fit into the SSBN as proposed.
  - f) Mr. Palmer clarified the owner, wondering if Mr. Hutchinson had permission to use the property. Mr. Hutchinson was at the meeting to represent Ellis, the owner. Mr. Palmer stated that typically during a Site Plan Review, the commission would be approving something that is being built, while this just looks like someone applying for a permit to sell something temporarily.
  - g) Mr. Tasior stated that this Site Plan is not even close to the Intent and Zoning of the SSBN. A lot of time and money were spent formulating a Strategic Plan and a Master Plan and a new FBC was written to follow a vision for that area. For this type of development to take place, it would need to follow the form in the Ordinance, such as no temporary structures, a wall would need to be by the build to line, and went over what is required per Section 7.3 Site Plan Review. Mr. Tasior also stated that we would need results of an environmental study to see if the contamination was remediated on site.
  - h) Ms. Hopcroft thanked the applicant for their interest in Oscoda Township. She asked if he or his Principal had the opportunity to review SSBN, he stated he didn't think so. She suggested that they look at it so they know what is required for an application. Ms. Hopcroft stated that there was a lot more to it than what they put on their application.
  - i) Mr. Tasior read the email that the commission received in opposition to the case from Teresa Landino, Local Business Owner.
  - j) Mr. Tasior made a motion to deny Site Plan Review Case #101-2022. Supported by Ms. Hopcroft. Roll call vote. All in favor.
- ii. First read- Floodplain Ordinance 2011-246, Amendments
- a) Ms. Vallette gave background on this Ordinance. The Building Official for the County will still administer Floodplain Management. There were minimal updates to the Ordinance. Only the Flood Insurance Study Number and Panel Numbers needed updated.
  - b) Ms. Hopcroft stated that in 16-2 after Public Acts of 1972, MCL 125.1501 et. Seq., should be added.
  - c) No other changes were noted. May 19<sup>th</sup> is the Public Hearing for this Ordinance.
- iii. First read- Accessory Dwelling Unit (ADU) Ordinance
- a) Mr. Davis asked if there were any edits. Ms. Hopcroft stated that in the first line it should say 165, not 156.
  - b) Mr. Davis reviewed the square footage requirements.
  - c) Mr. Tasior stated that he didn't like the definition of Accessory Dwelling Unit in the Ordinance. The language will be changed.
  - d) The Public Hearing date is to be determined.
  - e) Mr. Tasior recommended that we add pictures to the Ordinance, to look more like Form Based Code. Ms. Vallette will add pictures before the Public Hearing.
- iv. First read- Micro Housing Ordinance
- a) Mr. Palmer questioned some wording on the Ordinance. Ms. Vallette looked it up and it is a word that fits.

- b) Mr. Tasior stated that in Section 5.15 #2, Minimum Lot Size states it must be a minimum of 5 Acres. Due to changing the PUD, we should eliminate that 5 Acre requirement.
    - c) Mr. Palmer with deleting the 5 Acre requirement. Mr. Palmer questioned #3 under Section 4, whether it should be 500 Square Feet as written or 400 Square Feet as the definition states. It will be changed to 400 Square Feet.
  - v. Annual By-Laws Review
    - a) Ms. Vallette stated that she put some paperwork on everyone's desk before the meeting with suggested changes to the Alternate Language and Ex Parte Communication portion of the By Laws. The Alternate section was not very clear on the intent of having an alternate, and Ex Parte Communication needed defined in the By Laws. There were a few other edits such as changing Zoning Administrator to Planning & Zoning Director and adding "Scheduled Agenda Items" at the Public Comment portion of the agenda.
    - b) Mr. Palmer added a few edits he found.
  - vi. Master Plan Sub-Committee Request for Cedar Lake Rd Infrastructure Feasibility Study
    - a) Ms. Vallette stated that the nature of this request was to see the possibility of getting Sewer, Electric, etc up Cedar Lake Rd to make the area more desirable for developers. Ms. Hopcroft stated this could add to our information base for developers to know. Ms. Kline stated that there is Water up that way and the Sewer ends by AuSable Valley Community Mental Health on Cedar Lake Rd. Mr. Freeman will be asked to get a cost together for the initial study.

**10) PUBLIC HEARING – N/A**

**11) REPORT OF THE ZONING BOARD OF APPEALS REPRESENTATIVE –** Mr. Schulz stated that there was a Variance Request at the last ZBA meeting. The Variance was denied.

**12) REPORT OF THE TOWNSHIP BOARD REPRESENTATIVE-**

- i. The board approved the new Ethics Ordinance.
- ii. The Clerk needs Election Workers.
- iii. The board approved the Proposal from John, Beckett & Raeder, to be the Professional Planner for the Township.

**13) REPORT OF THE ECONOMIC IMPROVEMENT COMMITTEE –**

- i. Mr. Tasior asked Mr. Dickerson to update the Planning Commission. The Arts Committee is beautifying the Downtown with Art. The Social District has been approved and the Restaurants are working on their licenses. The Attorney is working on some information for a Corridor Improvement Authority. Oscoda Township is now RRC Certified.
- ii. Mr. Tasior stated that there was a training session coming up. Planning & Zoning Essentials will be held at Warrior Pavilion and surrounding Municipalities have been invited.

**14) REPORT OF THE PLANNING COMMISSION SUB-COMMITTEES –**

- i. Mr. Tasior stated that the Ordinance Revision Sub-Committee hasn't met since the 6 Ordinance Revisions were done. They will be meeting again soon.
- ii. Ms. Hopcroft stated that the Master Plan Sub-Committee finds that everything is under way. That does not mean that the Sub-Committee will sit back, they will keep ensuring all Action Items are being worked on in some manner.

**15) COMMENTS OF PLANNING COMMISSION MEMBERS – N/A**

**16) REPORT OF THE ZONING DIRECTOR** – Ms. Vallette stated that the first Internal Review Process Quarterly Meeting was being held the next day, 5/3/2022 to review the process. Ms. Vallette went over the details on the 6/22/22 Training Workshop.

**Declaring no further business, Mr. Davis adjourned the meeting at 7:20 PM.**

\_\_\_\_\_  
Ed Davis - Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Nichole Vallette – Planning & Zoning Director