

Charter Township of Oscoda

Planning Commission

Meeting Minutes

June 6, 2022 6PM

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

1) CALL TO ORDER

Vicki Hopcroft, Vice- Chair, called the meeting to order at 6:00 PM.

2) Pledge of Allegiance

3) WELCOME GUEST – Ms. Hopcroft welcomed guests to the meeting.

4) ROLL CALL

Present – Mr. Schenk, Mr. Palmer, Mr. Schulz, Mr. Tasior, Mr. Linderman, Ms. Mackenzie, Ms. Hopcroft

Absent – Mr. Davis

Quorum –Ms. Hopcroft determined a quorum present.

5) APPROVAL of Meeting Minutes-

- i. Regular Planning Commission Meeting May 2, 2022 Minutes- Mr. Tasior made a motion to approve the minutes as presented. Supported by Mr. Schulz. Roll call vote. All in favor.

6) AGENDA – Mr. Tasior made a motion to approve the agenda as written for the June 6, 2022 meeting. Supported by Mr. Linderman. Roll call vote. All in favor.

7) PUBLIC COMMENT – N/A

8) OLD BUSINESS –

- i. Case 106-2021 Final Site Plan Review Holiday Inn Express
 - a) Ms. Vallette put the Site Plan out on a table for viewing.
 - b) Mr. Linderman made a motion to approve Case 106-2021 Final Site Plan Review for Holiday Inn Express as presented. Supported by Mr. Tasior. Roll call vote. All in favor.

9) NEW BUSINESS –

- i. First Read- New Planned Development (PD) Ordinance
 - a) Mr. Tasior wondered about the Escrow Fees and how they will be established. Is the fee determined at the Preliminary Review, is it a percentage or flat fee? What establishes the Professional Fees that are included in a PD? How many reviews would be considered normal Engineering Fees and what would be extras? Should there be enough in Escrow to cover Professional Fees? Ms. Vallette stated

that the Zoning Fees are going to be presented to the Township Board for increase. PD would go from \$500 to \$750 to help cover Township costs better. Many other fees are being presented for increase as well.

- b) Ms. Hopcroft agreed with Mr. Tasior's Escrow/Fee concerns. Mr. Tasior wondered if we would charge a percent of the project total or if it should be a flat fee. Escrow is not currently being enforced. Mr. Linderman agrees that there should be a percentage listed. Mr. Palmer asked if Escrow would be in lieu of the application fee? They would be two separate fees with any remaining Escrow Funds being refunded to the Applicant at completion of the project.
 - c) Ms. Hopcroft suggested looking at other Communities and their fees. Mr. Tasior wondered if the Escrow Fee should just go on the Application, that way it is mentioned in the Ordinance but being on the Permit would make it simpler to change if the Planning Commission deems it necessary to adjust Escrow Fees.
 - d) Mr. Schulz was trying to understand how, if a project was large and the Escrow Fee was large, how that is encouraging to developers to come to the area?
 - e) Ms. Hopcroft stated that if we do insert an Escrow Fee, she would like it to say the fee amount followed by minimum, giving the staff opportunity to bump up the Escrow amount if they felt necessary.
 - f) Mr. Schulz stated that in Section 5.11 it requires Final As-Built Drawings on the most recent release of Auto-CAD. It was determined that it should say "an acceptable Auto-CAD Format" instead.
 - g) Ms. Hopcroft sent out edits on the PD before the meeting. Ms. Vallette will make all corrections and send it on to Public Hearing at the next Planning Commission meeting.
- ii. Michigan Association of Planning Community Planning Principles Discussion
- a) Ms. Vallette stated that at the last meeting, these Principles were discussed. She stated that we were doing most of the Planning Principles anyway and that Mr. Tasior brought these to my attention. Since we follow most of the principles. It made sense to move forward with the resolution. Ms. Vallette will get it to the Township Board when she is able to.
 - b) Mr. Tasior brought this forward because MAP has had this process (planning principles) for many years. Progressive communities have agreed to those Principles. Mr. Tasior thought it would be a good thing to have on our resume. Ms. Hopcroft thought the principles are great and that we should adopt them through Resolution.
 - c) Mr. Tasior made a motion to approve the Michigan Association of Planning Community Planning Principles and to send it to the Board of Trustees as a Resolution for final approval. Supported by Mr. Schenk. Roll call vote. All in favor.
- iii. Yearly selection of Officers- Chairperson, Vice-Chairperson and Secretary
- a) Ms. Hopcroft wondered if since Mr. Davis wasn't at the meeting if it would be better to start the process of considering re-instating the same officers and table it until July.
 - b) Mr. Tasior stated Mr. Davis ~~was appointed, not elected and succeeded to Chairperson and~~ now was the time for an election.
 - c) Mr. Tasior nominated Jeff Linderman as Chairperson. Supported by Mr. Palmer. Roll call vote. 6 yes votes, 1 no vote (by Ms. Hopcroft)

- d) Mr. Linderman nominated Robert Tasior as Vice-Chairperson. Supported by Mr. Palmer. Roll call vote. All in favor.
- e) Mr. Tasior nominated Greg Schulz as Secretary. Supported by Mr. Palmer. Roll call vote. All in favor.
- f) Ms. Hopcroft nominated Robert Tasior to serve on the EIC as the Planning Commission Representative. Supported by Mr. Palmer. Roll call vote. All in favor.
- g) Ms. Hopcroft nominated Greg Schulz to serve on the ZBA as the Planning Commission Representative. Supported by Mr. Palmer. Roll call vote. All in favor.

10) PUBLIC HEARING – N/A

11) REPORT OF THE ZONING BOARD OF APPEALS REPRESENTATIVE – Mr. Schulz stated that there was not a meeting since the last Planning Commission meeting.

12) REPORT OF THE TOWNSHIP BOARD REPRESENTATIVE-

- i. The board approved the Planning Commissions By-Law Amendments.
- ii. The spatial needs assessment will be underway soon, starting Wednesday 6/8/2022.
- iii. Aune Medical Center was sold for \$540,000.
- iv. Refuse Drop Off is June 11th and there is another one in September.
- v. The Board approved purchasing the Premium MTA Pass Training.
- vi. The Board passed Ordinance 2011-246 Amendments and Resolution 2022-15.
- vii. A LOI was accepted for Perimeter Rd. One of the two LOI's did not meet Zoning Regs.
- viii. Ms. Kline stated that the Township is looking into Recycling options.

13) REPORT OF THE ECONOMIC IMPROVEMENT COMMITTEE –

- i. Mr. Tasior stated that they met June 2nd. Todd and Tammy met with the MEDC and RRC staff. Training opportunities were discussed. RRC ribbon cutting July 15th. A motion was made at EIC to move forward with a Corridor Improvement Authority. The Stakeholders Summit and Annual Developers meeting is being scheduled for September.
- ii. Ms. Hopcroft stated that there will be an Artist Reception at the Artisan Hall on June 24th from 6-8pm. 21 artists will have art displayed there.

14) REPORT OF THE PLANNING COMMISSION SUB-COMMITTEES –

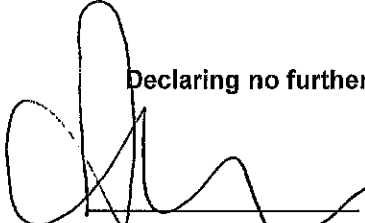
- i. Mr. Tasior stated that the Ordinance Revision Sub-Committee hasn't met since the 6 Ordinance Revisions were done. They will be meeting again soon.
- ii. Ms. Hopcroft stated that there have not been any Master Plan Meetings recently.

15) COMMENTS OF PLANNING COMMISSION MEMBERS –

- i. Mr. Palmer asked about the water main size going down River Rd. The size will be visually verified.
- ii. Mr. Schenk talked about Shoreline Players as the Townships meeting place and the audio problems.
- iii. Mr. Schulz spoke with Mark from F&V regarding Sewer on Cedar Lake Rd.
- iv. Mr. Tasior spoke about the May 18th Housing Summit. He wrote a summary for all the members.
- v. Mr. Schulz attended a MSU training on Solar Energy and found it beneficial. He suggested that the Township may want to start thinking about Solar Ordinances.

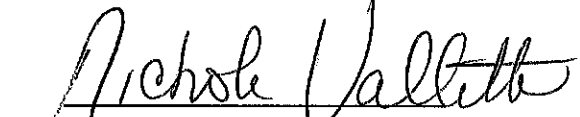
16) **REPORT OF THE ZONING DIRECTOR** – Ms. Vallette stated that she has issued two land permits for new residences over the last month and has issued permits for smaller projects. Ms. Vallette reminded everyone of the Planning & Zoning Essentials Workshop on June 22nd.

Declaring no further business, Ms. Hopcroft adjourned the meeting at 7:40 PM.



Vicki Hopcroft – Vice Chair

7-14-22
Date



Nichole Vallette – Planning & Zoning Director