

CHARTER TOWNSHIP OF OXFORD PLANNING COMMISSION REGULAR MEETING  
THURSDAY, JANUARY 11, 2024

A regular meeting of the Charter Township of Oxford Planning Commission was held Thursday, January 11, 2024 at the Oxford Township Meeting Room, 300 Dunlap Road, Oxford, Michigan 48371.

The meeting was called to order by Chairman Berger at 7:00 p.m.

**RESPECTS TO THE FLAG**

**NOTING OF THE ROLL**

Members Present: **Robert Turner, Michael Spisz, Jon Nold, Justin Ballard, Tom Berger**

Members Absent: Korey Bailey (excused), Don Wloszek (excused)

Also Present: Township Planner Matteo Passalacqua, Recording Secretary Susan McCullough, one OCTV camera operator, and one resident.

**APPROVAL OF AGENDA**

Commissioner Spisz moved, Commissioner Nold seconded, to approve the Charter Township of Oxford regular Planning Commission agenda for Thursday, January 11, 2024 as presented.

Ayes: 5                      Nays: 0                      Absent: 2

Motion Carried.

**CONFLICTS OF INTEREST/EX-PARTE CONTACT**

**APPROVAL OF MINUTES**

**Planning Commission Regular Meeting – December 14, 2023**

Commissioner Spisz moved, Commissioner Ballard seconded, to approve the minutes of the regular Planning Commission meeting for December 14, 2023 as amended, correcting the title of Township Engineer Jim Sharpe.

Ayes: 5                      Nays: 0                      Absent: 2

Motion Carried.

**PUBLIC COMMENTS ON ITEMS NOT SCHEDULED FOR PUBLIC HEARING OR ON THE AGENDA**

Public comment began at 7:02 p.m.

There being no public comment, public comment ended at 7:02 p.m.

**COMMISSIONERS' COMMENTS**

Commissioner Spisz wished everyone a Happy New Year.

Commissioner Nold stated that the Master Plan survey will be available to the public until January 31, 2024. There is information regarding the survey at the sign-in counter, as well as being available online.

**PUBLIC HEARING(S)**

None.

**UNFINISHED BUSINESS**

**Discussion of Master Plan**

None.

**NEW BUSINESS**

**Election of Officers**

**Chairperson**

Commissioner Spisz nominated Commissioner Bailey to serve as Chairman.

Commissioner Nold seconded the nomination.

Commissioner Bailey accepted the nomination via email.

As there were no other nominations, Commissioner Bailey will serve as Chair for 2024 by unanimous consent.

**Vice-Chairperson**

Commissioner Berger nominated Commissioner Spisz to serve as Vice-Chairman.

Commissioner Nold seconded the nomination.

Commissioner Spisz accepted the nomination.

As there were no other nominations, Commissioner Spisz will serve as Vice-Chair for 2024 by unanimous consent.

*(In the absence of Chair Bailey, newly elected Vice Chair Spisz assumed the Chair position.)*

**Secretary**

Commissioner Spisz nominated Commissioner Berger to serve as Secretary.

Commissioner Nold seconded the nomination.

Commissioner Berger accepted the nomination.

As there were no other nominations, Commissioner Berger will serve as Secretary for 2024 by unanimous consent.

**Committee Assignments & Zoning Board of Appeals Liaison (appointment to expire 12/31/2024)**

Vice Chair Spisz made appointments to the following Committees:

**Economic Development Committee of the Planning Commission (appointment to expire 12/31/2024)**

It was the consensus of the Commission to postpone the appointments to the EDC until the next meeting to determine if this committee should be dissolved because of inactivity.

**Ordinance Review Committee of the Planning Commission (appointment to expire 12/31/2024)**

Commissioner Nold, Planning Commission Representative

Chair Bailey, Planning Commission Representative

Commissioner Turner, Planning Commission Representative

Commissioner Ballard, Planning Commission Representative (alternate)

**Zoning Board of Appeals Liaison (appointment to expire 12/31/2024)**

It was the consensus of the Commission to postpone this appointment until the next meeting.

CHARTER TOWNSHIP OF OXFORD PLANNING COMMISSION REGULAR MEETING  
THURSDAY, JANUARY 11, 2024

**Gravel Inspection Committee of the Planning Commission (appointment to expire 12/31/2024)**

Commissioner Nold, Planning Commission Representative  
Commissioner Berger, Planning Commission Representative

**Ordinance Review Committee Priority List 2024**

Township Planner Passalacqua reviewed the ORC priority list for 2024.

Commissioner Berger moved, Commissioner Nold seconded, to forward the draft ORC priority list to the Township Board with a recommendation of approval.

Ayes: 5                      Nays: 0                      Absent: 2

Motion Carried.

**COMMUNICATIONS AND/OR COMMITTEE REPORTS**

**Economic Development Committee**

None.

**Ordinance Review Committee**

None.

**PLANNER/ENGINEER REPORTS**

**Planner – Carlisle/Wortman**

Township Planner Passalacqua provided a brief update on the Master Plan progress.

**Engineer – Sharpe Engineering**

None.

**ADJOURNMENT**

Vice Chair Spisz adjourned the meeting at 7:20 p.m.

---

Korey Bailey, Chair

---

Tom Berger, Secretary

Date approved: 01/25/2024

smm