

**CHARTER TOWNSHIP OF OXFORD
PLANNING COMMISSION REGULAR MEETING**

NOTICE AND AGENDA

Date: Thursday, April 11, 2024

Time: 7:00 p.m.

Place: Oxford Township Meeting Room, 300 Dunlap Road, Oxford, MI 48371

1. Call to order.
2. Respects to the flag
3. Noting of roll
4. Approval of the agenda
5. Conflicts of Interest/Ex-Parte Contact
6. Approval of Minutes – Planning Commission Regular Meeting – 03/28/24
7. Public comment on items not scheduled for Public Hearing or on this agenda.
8. Commissioners' Comments
9. Public Hearing
10. Unfinished Business
11. New Business
 - A. PC Training/Workshop
12. Communications and/or Committee Reports
 - A. Economic Development Committee
 - B. Ordinance Review Committee
13. Planner/Engineer Reports
 - A. Carlisle|Wortman
 - B. Sharpe Engineering
14. Adjournment

The Charter Township of Oxford will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting/hearing. Individuals with disabilities requiring auxiliary aids or services shall contact the Charter Township of Oxford, by writing or calling Curtis W. Wright, Township Clerk at 248-628-9787, ext. 108 as soon as possible to allow the Township sufficient time to have available the aids and services.

Korey Bailey, Chair
Planning Commission
Charter Township of Oxford
300 Dunlap Road
Oxford, MI 48371

CHARTER TOWNSHIP OF OXFORD PLANNING COMMISSION REGULAR MEETING
THURSDAY, MARCH 28, 2024

A regular meeting of the Charter Township of Oxford Planning Commission was held Thursday, March 28, 2024 at the Oxford Township Meeting Room, 300 Dunlap Road, Oxford, Michigan 48371.

The meeting was called to order by Chair Bailey at 7:00 p.m.

RESPECTS TO THE FLAG

NOTING OF THE ROLL

Members Present: **Don Wloszek, Michael Spisz, Jon Nold, Korey Bailey**

Members Absent: Tom Berger (excused), Justin Ballard (excused), Robert Turner (excused)

Also Present: Township Planner Matteo Passalacqua, Township Planner Megan Masson-Minock, one OCTV camera operator, and approximately 60 residents.

APPROVAL OF AGENDA

Commissioner Spisz moved, Commissioner Nold seconded, to approve the Charter Township of Oxford regular Planning Commission agenda for Thursday, March 28, 2024, acknowledging that item 9. Public Hearing, Preliminary Site Plan, PC23-005 Silverado Custom Homes has been withdrawn at the applicant's request.

Ayes: 4 Nays: 0 Absent: 3

Motion Carried.

CONFLICTS OF INTEREST/EX-PARTE CONTACT

APPROVAL OF MINUTES

Planning Commission Regular Meeting – February 22, 2024

Commissioner Nold moved, Commissioner Spisz seconded, to approve the minutes of the regular Planning Commission meeting for February 22, 2024 as presented.

Ayes: 4 Nays: 0 Absent: 3

Motion Carried.

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

Public comment began at 7:04 p.m.

Approximately 34 people spoke during public comment.

There being no further public comment, public comment ended at 8:25 p.m.

COMMISSIONERS' COMMENTS

Commissioner Spisz thanked everyone for their attendance at the meeting. He explained the approval process and stated that nothing is a foregone conclusion regarding development.

Commissioner Wloszek thanked everyone for their attendance and input.

CHARTER TOWNSHIP OF OXFORD PLANNING COMMISSION REGULAR MEETING
THURSDAY, MARCH 28, 2024

Commissioner Nold thanked everyone for their attendance and comments. He further explained the site plan approval process, stating that the Planning Commission will make a recommendation to the Township Board, who will make the final decision. He encouraged the residents in attendance to plan to attend the April 25, 2024 Planning Commission meeting.

Chair Bailey thanked everyone for sharing their opinions, stating that their opinions are important and valuable.

(The meeting was recessed from 8:33 p.m. to 8:38 p.m.)

PUBLIC HEARING(S)

Preliminary Site Plan Residential Planned Unit Development – PC23-005, Parcels 04-26-400-012 and 04-25-301-001.

Applicant Silverado Custom Homes, Inc. PO Box 80214, Rochester MI 48308. Proposed new residential planned unit development of a 147-acre site located on the north side of Drahner Road between Oxford Lake Drive and James Hunt Drive. The proposed development is to construct sixty (60) single family detached units and one hundred four (104) single family attached units.

(The Applicant has requested to be removed from this agenda)

UNFINISHED BUSINESS

Master Plan Update

Township Planners Masson-Minock and Passalacqua provided an update on the Master Plan, reviewing the Carlisle|Wortman memorandum dated March 21, 2024, the results of the Master Plan Survey dated March 4, 2024, and the Master Plan open house results dated March 10, 2024.

NEW BUSINESS

None.

COMMUNICATIONS AND/OR COMMITTEE REPORTS

Economic Development Committee

Commissioner Spisz reported that the Chamber of Commerce held their State of the Community Breakfast on March 19, 2024, at which he presented opportunities for local business from Oakland County. Additional opportunities for townships may be available soon.

Ordinance Review Committee

Commissioner Nold provided an update regarding ongoing projects

PLANNER/ENGINEER REPORTS

Planner – Carlisle|Wortman

Engineer – Sharpe Engineering

Engineer Sharpe provided a written report that was included in the meeting packet.

ADJOURNMENT

Commissioner Nold moved, Commissioner Wloszek seconded, to adjourn the meeting at 9:20 p.m.

CHARTER TOWNSHIP OF OXFORD PLANNING COMMISSION REGULAR MEETING
THURSDAY, MARCH 28, 2024

Ayes: 4 Nays: 0 Absent: 3
Motion Carried.

Korey Bailey, Chair

Tom Berger, Secretary

Date approved: _____
smm

Unofficial



Carlisle | Wortman
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

TO: Oxford Charter Township Planning Commission
FROM: Megan Masson-Minock, AICP, Principal and Matteo Passalacqua, Community Planner
DATE: April 4, 2024
RE: Planning Commission Training

As we anticipate continued demand for residential growth in the community, CWA, as well as Township staff, would like to take advantage of the April 11th, 2024 Planning Commission meeting to review Article 14 "Residential Planned Unit Developments". Planned Unit Developments can be a popular option within growing communities. For this reason, we ask that you review the attached copy of the ordinance and come prepared to discuss at the next meeting.

Thank you for your time and please feel free to contact us with any questions.

Respectfully

CARLISLE/WORTMAN ASSOC., INC
Megan Masson-Minock, AICP
Principal

CARLISLE/WORTMAN ASSOC., INC.
Matteo Passalacqua
Community Planner

ARTICLE 14

RESIDENTIAL PLANNED UNIT DEVELOPMENTS

14.1 Intent and Purpose. The intent and purpose of this Article is to:

- A. Encourage flexible, innovative, context-sensitive, and higher-quality design of developments;
- B. Encourage the use of land in accordance with its character and adaptability;
- C. Ensure greater compatibility of design and use between neighboring properties;
- D. Encourage innovation and greater flexibility in land use planning and design;
- E. Provide enhanced housing, circulation, farmland preservation, and recreational opportunities;
- F. Facilitate the construction and maintenance of streets, utilities, and public services in a more economical and efficient manner;
- G. Encourage a less-sprawling form of development;
- H. Reduce soil erosion by limiting the amount of clearing and grading necessary for development;
- I. Encourage and provide for the preservation of significant natural features, including, but not limited to, steep slopes, wetlands, significant views, floodplains, mature woodlands, and working farms, that are in the best interest of the community that would otherwise be substantially destroyed by conventional development;
- J. Provide incentives to develop land containing significant natural features with a similar density to conventional development while preserving natural features that are in the public interest to save;
- K. Allow for residential planned unit developments with mixed housing options and limited commercial activities, as provided in MCL 125.3502; and
- L. Establish the standards and the review process for residential planned unit developments.

14.2 Authority. Authority for review and approval of residential planned unit developments is outlined below.

- A. Residential Planned Unit Development. Authority to approve, approve with conditions, deny, or amend a preliminary and final residential planned unit development plan shall be with the Planning Commission.
- B. Conventional Plan. Authority to approve, approve with conditions, or deny a conventional plan shall be with the Zoning Administrator, Township Planner, and Township Engineer.
- C. Minor Modifications. Authority to approve, approve with conditions, or deny a minor modification, as defined in §14.12(B) Minor Modifications, of an approved final residential planned unit development plan or conditions of that approval shall be with the Planned Unit Development Committee.
 - 1. Upon written request by the applicant at the time of application, the Planning Commission shall be the approving authority.
 - 2. A request that has been denied by the Planned Unit Development Committee may be appealed to the Planning Commission.
- D. Major Modifications. Authority to approve, approve with conditions, or deny other modifications other than those defined in §14.12(B) Minor Modifications of an approved final residential planned unit development plan or conditions of that approval shall be with the Planning Commission.
- E. Development Agreement. Authority to approve, approve with conditions, deny, or amend a development agreement shall be with the Township Board.
- F. Open Space Preservation Instrument. Authority to approve, approve with conditions, deny, or amend an open space preservation instrument shall be with the Township Board.
- G. Appeal of Decision. The Zoning Board of Appeals shall not have authority to hear an appeal of a residential planned unit development decision made by the Planning Commission or Township Board.
- H. Variances. The Zoning Board of Appeals shall not have authority to grant variances from the developmental standards of an approved residential planned unit development and this Ordinance for individual lots within a residential planned unit development. The Zoning Board of Appeals shall not have authority to grant variances from the standards of this Article.

14.3 Qualifying Conditions. Property may be developed as a residential planned unit development if all of the conditions below are met. The applicant shall have the burden of demonstrating that qualifying conditions are satisfied.

- A. **Recognizable and Substantial Benefit.** The residential planned unit development must provide recognizable and substantial benefits both to the end users of the development and the overall community beyond what could otherwise be realized from conventional development using the standards of the underlying zoning district or this Ordinance.
- B. **Unified Control.** The applicant shall have ownership or control of all of the area to be included in the residential planned unit development, such that there is a single person responsible for full completion of the project.
- C. **Contiguous.** All land to be included within a residential planned unit development shall be contiguous.
- D. **Superior Design.** The residential planned unit development shall provide at least two (2) superior design elements, as defined in §14.8(C) Superior Design.

14.4 General Provisions. Residential planned unit developments shall meet the general provisions outlined below.

- A. **Zoning Districts.** Residential planned unit developments may be approved within the Agriculture, Suburban Farms, and Residential zoning districts.
- B. **Development Options.** Land within the Agriculture, Suburban Farms, and Residential zoning districts may be developed according to the standards of those zoning districts or as a residential planned unit development, as outlined in this Article.
- C. **Site Plan.** Site plan approval is required for residential planned unit developments, as outlined in Article 12 Site Plan Review.
- D. **Division Options.** The creation of lots or units as part of a residential planned unit development shall be through one or more of the following:
 - 1. **Subdivision.** A platted subdivision, as outlined in the Michigan Land Division Act (MCL 560.111 et seq.);
 - 2. **Site Condominium.** A site condominium, as outlined in Article 13 Condominium Development and the Michigan Condominium Act (MCL 559.101 et seq.); or
 - 3. **Building Condominium.** A building condominium, as outlined in Article 13 Condominium Development and the Michigan Condominium Act, (MCL 559.101 et seq.).

- E. Open Space. All land within a residential planned unit development that is not devoted to a residential lot, residential unit, another permitted use lot, road, parking, utility, building, or stormwater system, shall be open space for recreation, conservation, agriculture, or preservation in an undeveloped state.

14.5 Permitted Uses. The following uses are permitted within residential planned unit developments.

- A. Residential Uses. The following residential uses are permitted within a residential planned unit development:
 - 1. Single-family Dwellings. Detached, single-family dwellings and associated accessory uses;
 - 2. Two-family Dwellings. Two-family dwellings and associated accessory uses;
 - 3. Multiple-family Dwellings. Multiple-family dwellings, limited to townhouses, with a maximum of six (6) units per building, and associated accessory uses;
 - 4. Caretaker's Quarters. Caretaker's quarters related to the maintenance of the residential planned unit development;
 - 5. Day Care Homes. Child or adult family day care homes;
 - 6. State-Licensed Residential Facility. State-licensed residential facilities; and
 - 7. Other Residential. Other residential uses permitted in the underlying zoning district.
- B. Other Uses. The following other uses are permitted within a residential planned unit development upon a finding that there would be no adverse impact to the residential planned unit development or the surrounding area:
 - 1. Recreational Facilities. Recreational facilities for residents of the planned unit development or the general public, including, but not limited to parks, sports facilities, or beaches;
 - 2. Amenities. Amenities for residents of the residential planned unit development, including, but not limited to clubhouses or pools;
 - 3. Retail. Small retail stores with less than two thousand (2,000) square feet gross floor area;

4. Keeping of Farm Animals. Keeping of farms animals, limited to residential planned unit developments within Agriculture and Suburban Farms zoning districts; and
5. Agriculture. Raising of crops for commercial agriculture, community farming, or individual farming in a manner consistent with the Michigan Right to Farm Act and all applicable Generally Accepted Agricultural and Management Practices, including a farm market roadside stand.

14.6 Design Standards. Residential planned unit developments shall meet the design standards outlined below.

- A. Cohesive Neighborhood Design. Residential planned unit developments shall be designed to create a cohesive residential neighborhood through common open space for passive or active recreation, road design, and general organization.
- B. Traditional Neighborhood Design. Residential planned unit developments shall extend the traditional neighborhood design if adjacent to or in the vicinity of an area with a traditional neighborhood pattern, such as the Village of Oxford.
- C. Location of Lots. Residential lots and units shall be located and organized as follows:
 1. Alterations. In areas on the site that require minimum alteration of the natural environment;
 2. Soils. In areas on the site with soils best suited to septic systems, for residential planned unit developments with on-site septic systems;
 3. Views. In areas least likely to block, interrupt, or disturb scenic vistas, as seen from public roads;
 4. Agriculture. Upwind or adequately screened from areas with agricultural operations that are subject to land management practices that may cause dust, odor, or similar nuisances;
 5. Boundaries. At least one hundred (100) feet from all exterior lot lines; and
 6. Natural Features. At least twenty-five (25) feet from state-regulated wetlands.
- D. Utilities. All utilities within a residential planned unit development, excluding service boxes, shall be installed underground.

- E. Mechanical Equipment. Mechanical equipment, including, but not limited to air conditioning condensers and generators, shall be located in rear yards.
- F. Access. Residential planned unit developments shall meet the access standards below.
 - 1. Lots and Units. All lots and units within a residential planned unit development shall have access from an internal road.
 - 2. Paved Access. Residential planned unit developments shall only have direct access from paved roads.
 - 3. Boulevard. Entrances to residential planned unit developments shall have a landscaped boulevard.
- G. Circulation. Residential planned unit developments shall provide internal vehicular circulation and nonmotorized circulation.
 - 1. Vehicular Circulation. In addition to the applicable requirements and standards of [Article 11 Private Roads](#), roads in residential planned unit developments shall be designed and constructed as outlined below.
 - a. Connections. The vehicular circulation system shall be designed to provide connections to adjacent existing or potential future developments and to planned street improvements.
 - b. Road Gaps. Roads shall be added or extended within residential planned unit developments when identified in the Township's Roads Master Plan or Future Roads and Rights-of-Way Plan.
 - c. Cul-de-sacs. The use of cul-de-sacs shall be limited, and all cul-de-sacs shall have a landscaped island.
 - d. Materials. Roads within residential planned unit developments shall be paved.
 - 2. Nonmotorized Circulation. A nonmotorized circulation system shall be provided throughout the residential planned unit development as outlined below.
 - a. Access. The nonmotorized circulation system shall provide access to all nonagricultural open space.
 - b. Connections. The nonmotorized circulation system shall be designed to provide connections to adjacent existing or potential future developments and to planned nonmotorized improvements.

- c. Safety Paths. Safety paths in each phase of a residential planned unit development shall be installed before occupancy of any units within that phase.
 - d. Sidewalks. Sidewalks shall be installed as outlined below.
 - i. Common Space. Sidewalks adjacent to or within common space shall be installed before occupancy of any units within that phase.
 - ii. Residential. Sidewalks adjacent to residential lots or units shall be installed before occupancy of the adjacent residential lot or unit.
 - iii. Undeveloped Residential. Sidewalks or temporary paths shall be installed adjacent to undeveloped residential lots or units within eighteen (18) months of commencement of construction of that phase, unless the adjacent residential lot or unit is under construction.
 - iv. Damaged Sidewalks. Any sidewalk damaged during construction shall be replaced or repaired in a timely manner.
 - e. Crossings. Pedestrian crossings shall be provided for all legs at intersections and at midblock locations when the road length, as measured along the road centerline, is longer than six hundred sixty (660) feet.
 - f. Materials. The nonmotorized circulation system adjacent to residential areas shall be concrete. The nonmotorized circulation system in other areas may be concrete, asphalt, gravel, crushed limestone, woodchips, grass, or similar materials, according to the anticipated usage and character of the use and the area.
- H. Natural Features. Residential planned unit developments shall be designed to preserve natural features as outlined below.
- 1. Natural Feature Preservation. Residential planned unit developments shall be designed to promote the preservation of natural features, such as mature woodlands, tree lines, steep slopes, wetlands, floodplains, stream corridors, and protected plant and animal habitats.
 - 2. Wetlands. Wetlands shall not be located within individual residential lots.

3. Wetland Buffer. All wetlands shall have a twenty-five (25) foot wide natural buffer. Paths may be installed within this buffer.
 4. Watercourse Buffer. The Planning Commission may require a natural buffer up to fifty (50) feet wide from the ordinary high-water mark of watercourses. Paths may be installed within this buffer and a small, maintained area or areas, including, but not limited to, a park or beach, may be installed along the watercourse.
- I. Street Trees. Residential planned unit developments shall be designed to allow for the planting of street trees between the back of the curb and sidewalks.
 - J. Historic Preservation. Structures or buildings determined to be of historic, cultural, agricultural, or architectural significance by the approving authority that are suitable for rehabilitation or reuse shall be preserved.
 - K. Architectural Design. Buildings and site elements within residential planned unit developments shall be designed to enhance the appearance of the built environment, as outlined below.
 1. Residential Façades. Residential façades shall not be dominated by garages. Front-entry garages shall have maximum garage door widths of ten (10) feet each and shall not extend more than five (5) feet to the front of the main façade. Side-entry garages shall have windows on the front façade and shall not extend more than fifteen (15) feet to the front of the main façade.
 2. Site Elements. Site elements, including, but not limited to, signage, lighting, landscaping, and entry features, shall be designed in a comprehensive manner and character consistent with the character of the community, surrounding development, and natural features of the area.
 - L. Stormwater Management System. Stormwater management systems shall use existing or created natural systems to the greatest extent possible and shall preserve the quality and integrity of natural systems. Stormwater management systems that require extensive topographic alterations or large detention or retention ponds shall only be available if the Planning Commission determines that the use or creation of natural systems is not feasible.
 - M. Phases. The design and installation of residential planned unit developments with multiple phases shall allow for each phase to be capable of standing on its own, in terms of the presence of services, facilities, and open space, and shall contain the necessary components to ensure the protection of natural resources and the health, safety, and welfare of the users of the residential planned unit development and the surrounding area.

14.7 Open Space Standards. Area used to calculate the required open space and additional residential lots or units shall meet the standards outlined below.

- A. Minimum Open Space. The open space shall be at least twenty-five (25) percent of the net lot area of the site before development.
- B. Open Space Area. Open space area shall be defined as described below.
 - 1. Always Open Space Area. The following shall be considered open space for the purposes of calculating the minimum open space and additional residential lots or units:
 - a. Uplands. The area of uplands that meets minimum design standards;
 - b. Created Water Elements. The area of created creeks, rivers, lakes, ponds, and wetlands;
 - c. Pathways. The area dedicated to public safety paths within internal road rights-of-way or common elements of the residential planned unit development, extending five (5) feet perpendicular from the edge of the path;
 - d. Agricultural Fields. The area of agricultural fields; and
 - e. Stormwater. The area of stormwater management systems that use bioswales.
 - 2. Partially Open Space Area. The following shall be considered partially open space for the purposes of calculating the minimum open space or additional residential lots or units, unless otherwise specified:
 - a. Lakes with Park. Up to fifty (50) percent of the surface area of existing lakes, as defined by the ordinary high-water mark, within open space shall be considered as open space area, as outlined below;
 - i. Ratio. For each two (2) percent of the shoreline, as defined by the ordinary high-water mark, that is a park or similar common space providing access to the lake, one (1) percent of the surface area of the lake surface shall be considered open space.
 - ii. Ownership. In order to qualify as open space, the project must have exclusive ownership or control of the bottomlands under the lake. The existence of previously-granted or established lake access or dedication of public access as part

- of the residential planned unit development shall not be disqualifying.
- iii. Access. In order to qualify as open space, the lake must not have an existing public boating access site.
 - b. Wetlands. Fifty (50) percent of the area of existing wetlands;
 - c. Ponds. Fifty (50) percent of the area of existing ponds that are completely within open space;
 - d. Floodplains. Fifty (50) percent of the area within the one (1) percent floodplain;
 - e. Underground Utility Easements. Twenty-five (25) percent of the area dedicated to below-ground utilities within common areas, such as natural gas lines, but excluding utilities serving the residential planned unit development; and
 - f. Golf Courses. Twenty (20) percent of the area of golf courses, driving ranges, or putting greens. This does not include areas for clubhouses, parking, or maintenance facilities.
3. Never Open Space Area. The following shall not be considered open space for the purposes of calculating the minimum open space or additional residential lots or units, unless otherwise specified:
- a. The area within any lot intended for a dwelling, club house, utilities, or other similar structure;
 - b. Rights-of-Way. The area within all public and private rights-of-way and access easements;
 - c. Existing Watercourses. The area of existing creeks, rivers, ponds, and lakes, as defined by the ordinary high-water mark;
 - d. Above Ground Utility Easements. The area dedicated to above-ground utility easements, such as high-voltage utility lines;
 - e. Parking. The area dedicated to off-street parking areas;
 - f. Limited Common Elements. The area dedicated for use as a limited common element;
 - g. Setbacks. The area surrounding buildings equivalent to the required setbacks; and

- F. Open Space Preservation Instrument. Open space shall remain in that state in perpetuity. An open space preservation instrument shall ensure that the dedicated open space will be protected from all forms of development not approved as part of the residential planned unit development.
1. Irrevocable Instrument. Open space shall be preserved through an irrevocable, recorded document acceptable to the Township, such as:
 - a. Recorded deed restrictions;
 - b. Covenants that run perpetually with the land;
 - c. Dedication to a land conservancy approved by the Township; or
 - d. Conservation easement established per the Natural Resources and Environmental Protection Act, PA 451 of 1994 (MCL 324.2140).
 2. Allowable Uses. The open space preservation instrument shall list the allowable uses for the open space.
 3. Restrictions. The open space preservation instrument shall prohibit the following activities within the open space:
 - a. Dumping or storage of hazardous materials, refuse, soil spoils, or other materials;
 - b. Soil Erosion. Activities that cause or increase soil erosion;
 - c. Off-road Vehicles. Use of off-road vehicles, except for agricultural and maintenance vehicles and golf carts for golf courses;
 - d. Vegetation Removal. Cutting or removal of vegetation, except for dying or diseased vegetation, invasive or pest species, seasonal pruning, necessary maintenance, and agricultural operations;
 - e. Wetland. Cutting, filling, or removal of vegetation from wetland areas, except for invasive or pest species; and
 - f. Chemical Use. Use of pesticides, herbicides, or fertilizers within twenty-five (25) feet of watercourses and wetlands, except those deemed necessary to address a public health emergency or invasive or pest species.

4. Recording. The open space preservation instrument, following approval by the Township, shall be recorded with the Register of Deeds at the applicant's expense, with a copy provided to the Township.

14.8 Additional Lots or Units. Additional lots or units beyond what would be possible with a conventional development may be provided, as outlined below.

- A. Conventional Plan. A feasible conventional plan or conventional plan alternative shall serve as the basis for determining the number of residential lots or units and additional residential lots or units available in a residential planned unit development, as outlined below.

1. Conventional Plan. A conventional plan, based on the current zoning district, may serve as the conventional plan, as described below.

- a. Adequate Detail. While intended as a conceptual plan, the conventional plan shall provide adequate detail to determine if the submitted conventional plan would be in general compliance with Township ordinances and other applicable laws, ordinances, and regulations.

- b. Buildable Lots. All lots and units in the conventional plan must be buildable lots, with sufficient size and shape to accommodate a building, septic system, and well system, as applicable, in compliance with the existing zoning district standards.

- c. Unbuildable Areas. Areas of wetlands, watercourses, and other unbuildable areas may be included in lot area calculations, but all lots must have an adequate buildable area.

2. Conventional Plan Alternative. A conventional plan alternative, based on the current zoning district, may serve as the conventional plan, as described below.

- a. Developable Area. The developable area of the site shall be calculated by subtracting the following from the net lot area:

- b. Rights-of-Way. The area within any existing public or private right-of-way and within any required expansion of an existing public right-of-way;

- c. Internal Rights-of-Way. An area equal to fifteen (15) percent of the net lot area of the site;

- d. Watercourses. The surface area of existing watercourses, as defined by the ordinary high-water mark;

- e. Easements. The area of any existing easement that limits the development or use of the area within the easement; and
- f. Wetlands. Fifty (50) percent of the area of wetlands.
- g. Units. The number of residential lots or units shall be the developable area divided by the minimum lot area of the current zoning district, rounded down.

B. Additional Open Space. Additional residential lots or units shall be granted for providing additional open space beyond the minimum required, as outlined below. These additional residential lots or units shall be in addition to any additional residential lots or units granted for superior design.

- 1. Increase. An increase in the number of residential lots or units, rounded down, shall be granted for each one (1) percent increase in open space, as defined in the table below.

Open Space Additional Residential Lots or Units	
Underlying Zoning District	Increase in Residential Lots or Units
a. Agriculture and Suburban Farms	1 percent
b. R-3 and R-2 Single-Family	1.5 percent
c. R-1 and R-1A Single Family	2 percent

- 2. Maximum Increase. The additional residential lots or units from additional open space shall not exceed twenty (20) percent of the residential lots or units allowed in the approved conventional plan, rounded down.

C. Superior Design. Additional residential lots or units shall be granted for incorporating superior design elements. These additional residential lots or units shall be in addition to any residential lots or units granted for additional open space.

- 1. Increase. A three (3) percent increase in the number of residential lots or units, rounded down, shall be granted for each superior design element provided below:
 - a. Open Space. Providing at least forty (40) percent of net lot area of the site as open space;

- b. Buffer. Providing additional buffer depth along exterior roads or adjacent properties in a manner that reduces the impact of the residential planned unit development on the surrounding area by enhancing the preservation of rural character along the road;
- c. Landscaping. Providing additional landscaping that uses native species in a manner that reduces the visual impact of the residential planned unit development on the surrounding area or improves the environment;
- d. Agricultural Operation. Allowing agricultural operations within open space;
- e. Dwellings. Including two-family or multiple-family dwellings within the residential planned unit development;
- f. Traffic Calming. Integration of traffic calming within the design of the residential planned unit development;
- g. Public Nonmotorized Transportation. Dedicating or permitting public use of nonmotorized circulation within the residential planned unit development;
- h. Public Dedication. Dedication or donation of land or amenities for public use that represent significant community benefit;
- i. Architectural Details. Constructing buildings with the following architectural details:
 - i. Predominant Materials. The predominant exterior façade materials shall be brick, architectural steel, wood lap, cementitious lap, cedar shake, stucco, stone, cultured stone, or glass;
 - ii. Accent Materials. Other materials, including, but not limited to, vinyl siding, aluminum siding, exterior insulated finishing system, and colored split-face concrete masonry unites shall only be used for architectural accents;
 - iii. Variations. Variations of exterior design, material, pattern, or color; and
 - iv. Visual Interest. Architectural details that create visual interest, including, but not limited to, columns, pilasters, friezes, awnings, dynamic roof lines, extended overhangs, belt courses, quoining, and shadow lines; and

- j. Other. Other similar design elements, as determined by the Planning Commission, that provide a recognizable benefit to the community that would not be possible with a conventional development.
- 2. Maximum Increase. The additional residential lots or units from superior design shall not exceed twenty (20) percent of the residential lots or units allowed in the approved conventional plan, rounded down.
- D. Maximum Increase. The total additional residential lots or units awarded from §14.8(B) Additional Open Space and §14.8(C) Superior Design shall not exceed twenty-five (25) percent of the residential lots or units allowed in the approved conventional plan, rounded down.
- E. Nonresidential. Additional nonresidential lots beyond the number of lots allowed in the approved conventional plan may be granted for shared common elements of the development or other permitted nonresidential uses.

14.9 Modification of Standards. Specific standards of this Ordinance may be modified as part of a residential planned unit development, as outlined below.

- A. Conflict. If another section of this Ordinance provides a process for modification or waiver of standards of this Ordinance, excluding variances, that section shall be controlling.
- B. District Developmental Standards. The standards of the underlying zoning district, including, but not limited to, lot area, lot width, setbacks, building height, and lot coverage, may be modified, as outlined below.
 - 1. Decision Criteria. In order to grant a modification of district developmental standards, the Planning Commission shall make a finding that all of the following are true:
 - a. Recognizable and Substantial Benefit. The residential planned unit development results in recognizable and substantial benefit to the ultimate users of the residential planned unit development and the Township;
 - b. Higher-Quality. The residential planned unit development results in a higher-quality development than that otherwise permitted by the underlying zoning district; and
 - c. Modification Necessary. The modification is necessary to achieve the recognizable and substantial benefit and the higher-quality development.

2. Limitations. The following limitations apply to modifications of developmental standards:
 - a. Lot Width. Residential lot width shall be at least fifty (50) feet;
 - b. Lot Area. Lot area for lots requiring on-site septic systems shall be adequate to support any necessary on-site water and septic system;
 - c. Setbacks. Building-to-building setbacks shall be at least ten (10) feet, and lot setbacks shall be at least five (5) feet. This does not apply to attached dwellings.
- C. Design Standards. The design standards of this Article, outlined in [§14.6 Design Standards](#), may be modified, as outlined below.
 1. Decision Criteria. In order to grant a modification of residential planned unit development design standards, the Planning Commission shall make a finding that all of the following are true:
 - a. Intent and Purpose. The modification is consistent with the intent and purpose of residential planned unit developments, outlined in [§14.1 Intent and Purpose](#);
 - b. Higher-Quality. The residential planned unit development results in a higher-quality development than that otherwise permitted by the underlying zoning district; and
 - c. Modification Necessary. The modification is necessary to achieve the higher-quality development.
 2. Limitations. Modifications shall not be made to [§14.6\(D\) Utilities](#) or [§14.6\(M\) Phases](#).
- D. Open Space Standards. The open space standards of this Article, outlined in [§14.7 Open Space Standards](#), may be modified, as outlined below.
 1. Decision Criteria. In order to grant a modification of residential planned unit development open space standards, the Planning Commission shall make a finding that all of the following are true:
 - a. Intent and Purpose. The modification is consistent with the intent and purpose of residential planned unit developments, outlined in [§14.1 Intent and Purpose](#);
 - b. Public Purpose. Strict adherence to the standard does not serve a valid public purpose;

- c. Higher-Quality. The modification results in a higher-quality development than would be possible with conventional development; and
 - d. Nuisance and Safety. The modification shall not create a nuisance or safety hazard.
 - 2. Limitations. Modifications shall be limited to the design and location of open space, §14.7(E) Design and Location.
- E. Private Road Standards. The easement width standards for private roads, outlined in §11.3(A) Easement Width and road length standards for private roads, outlined in §11.3(B) Road Length, may be modified, as outlined below.
 - 1. Decision Criteria. In order to grant a modification of private road standards, the Planning Commission shall make a finding that all of the following are true:
 - a. Intent and Purpose. The modification shall be consistent with the intent and purpose of residential planned unit developments, outlined in [§14.1 Intent and Purpose](#), and the intent of private roads, outlined in [§11.1 Intent](#);
 - b. Public Safety and Access. The modification must continue to allow unobstructed, safe, and continuous access to all lots, units, open space, and common areas for everyday use, maintenance, and emergency responders;
 - c. Other Improvements. The modification shall still allow adequate space for the road, utilities, and drainage;
 - d. Parking. Adequate space shall be provided for parking that does not create a negative impact on the safe movement of vehicular traffic;
 - e. Pedestrian Circulation. The modification shall not have a negative impact on nonmotorized circulation;
 - f. Higher-Quality. The modification shall be necessary to achieve a higher-quality development than would be possible with conventional development; and
 - g. Nuisance and Safety. The modification shall not create a nuisance or safety hazard.

2. Limitations. Modifications of private road standards shall be limited to the following:
 - a. Private Roads. Modifications are only allowed for private roads that will not be dedicated to the Road Commission for Oakland County;
 - b. Right-of-way. The right-of-way width shall be at least fifty (50) feet; and
 - c. Length. Hydrants or fire chief approval shall be required for roads with a length greater than one thousand (1,000) feet.
- F. Documentation. The residential planned unit development application and site plan shall list all of the requested modified standards. The approved final plan shall list all of the modified standards that were approved.
- G. Effect. Specific standards of this Ordinance that have been modified for a residential planned unit development shall have the same force and effect as though the modified standards were a part of this Ordinance. They shall become the standards for the residential planned unit development and shall only be amended or revoked as outlined in this Article.

14.10 Review Process. Residential planned unit developments shall be reviewed as outlined below.

- A. Preapplication Conference. The applicant shall meet with Township officials, other agencies, and other interested parties before submission of a residential planned unit development application, as outlined in [§16.12 Preapplication Meetings](#).
- B. Application. An application shall include the materials outlined below. Submission of an application constitutes a representation that all the information is complete and accurate.
 1. Application Form. A signed and completed residential planned unit development application form;
 2. Fee. An application fee and any escrow deposits, as outlined in the adopted fee schedule;
 3. Site Plans. The applicant shall submit at least three (3) hard copies and a digital copy, in a format acceptable to the Township, of the associated site plan at the time of application and shall submit additional hard copies following review of completeness; and

4. Additional Information. Any additional information determined necessary by the Zoning Administrator or approving authority to determine compliance with this Ordinance and other applicable ordinances, laws, and regulations.
- C. Right to Enter Property. Submission of a residential planned unit development application constitutes permission for the Township to access the property to complete onsite investigations for the purpose of administering this Ordinance.
 - D. Review of Completeness. Applications for a residential planned unit development shall be reviewed for completeness, as outlined in [§16.18 Review of Completeness](#).
 - E. Review of Conventional Plan. The conventional plan or conventional plan alternative shall be reviewed as outlined below.
 1. Approving Authority. The Zoning Administrator, Township Planner, and Township Engineer, in consultation with other Township and agency officials, shall determine if the conventional plan or conventional plan alternative is feasible. Upon written request by the applicant or the Zoning Administrator, the Planning Commission shall be the approving authority.
 2. Not Feasible. If the approving authority determines that a conventional plan or conventional plan alternative could not feasibly be developed or does not have enough information to make such a determination, it shall provide a list of areas requiring attention to the applicant in a timely manner.
 3. Feasible. If the approving authority determines that the conventional plan or conventional plan alternative could feasibly be developed, it shall provide written confirmation to the applicant and the Planning Commission.
 - F. Preliminary Review. Following a preapplication conference and review of completeness, the Planning Commission shall review a preliminary residential planned unit development as outlined below.
 1. Public Hearing. Preliminary review of a residential planned unit development shall be at a duly-noticed public hearing.
 2. Action. Following the public hearing and its review, the Planning Commission shall take one of the following actions:
 - a. Approval. Preliminary approval or approval with conditions shall be granted upon finding that the preliminary residential planned unit development meets the applicable decision criteria in [§14.11](#)

- Decision Criteria.** The affirmative vote of four (4) members of the Planning Commission shall be required for approval;
- b. Postponement. If the Planning Commission determines that the preliminary residential planned unit development and application does not contain enough information to conduct a review, additional information is necessary, or significant changes are necessary to receive approval, it may postpone action to a later date and shall cite the reasons for postponement. A preliminary residential planned unit development that does not receive approval or denial shall be considered postponed and will be added to the next available Planning Commission agenda; or
 - c. Denial. Preliminary approval shall be denied upon finding that the preliminary planned unit development does not meet the applicable decision criteria in [§14.11 Decision Criteria](#). The affirmative vote of four (4) members of the Planning Commission shall be required for denial.
3. Effect. Preliminary approval only constitutes approval of the general design concept and shall only confer the right to submit an application for a final residential planned unit development.
 4. Expiration. Preliminary planned unit development approval shall be valid as long as the associated preliminary site plan remains valid.
- G. Final Review. Following preliminary residential planned unit development approval, an application for a final residential planned unit development may be submitted. The Planning Commission shall conduct a review as outlined below.
1. Public Hearing. Final review of a residential planned unit development shall be at a duly-noticed public hearing.
 2. Action. Following the public hearing and its review, the Planning Commission shall take one of the following actions:
 - a. Approval. Final approval or approval with conditions shall be granted upon finding that the final residential planned unit development meets the applicable decision criteria in [§14.11 Decision Criteria](#). The affirmative vote of four (4) members of the Planning Commission shall be required for approval;
 - b. Postponement. Action may be postponed until a revised final plan is submitted upon finding that the final residential planned unit development does not meet the applicable decision criteria in [§14.11 Decision Criteria](#) but could if revised or not enough information has been provided to determine compliance with the

applicable decision criteria in [§14.11 Decision Criteria](#). A final residential planned unit development that does not receive approval or denial shall be considered postponed and will be added to the next available Planning Commission agenda; or

- c. Denial. Final approval shall be denied upon finding that the final planned unit development does not meet the applicable decision criteria in [§14.11 Decision Criteria](#). The affirmative vote of four (4) members of the Planning Commission shall be required for denial.
- 3. Effect. Final approval constitutes approval of the residential planned unit development, subject to any conditions of approval, and confers the right to submit applications for improvements associated with the residential planned unit development.
- 4. Expiration. Final planned unit development approval shall be valid as long as the associated final site plan remains valid.
- H. Conditions of Approval. Reasonable conditions may be placed on approval of a residential planned unit development, as outlined in [§16.13 Conditions of Approval](#). The Township may require establishment of an assessment to ensure continuation of the maintenance of amenities, infrastructure, and superior design elements.

14.11 Decision Criteria. Residential planned unit developments or modifications of residential planned unit developments shall be approved or approved with conditions if the approving authority finds all of the following applicable decision criteria are true:

	Pre	Final	Amend
A. Intent. The planned residential planned unit development is consistent with the intent of this Article, as described in §14.1 Intent and Purpose .	X	-	X
B. Qualifying Conditions. The residential planned unit development meets all of the qualifying conditions of this Article, as described in §14.3 Qualifying Conditions .	X	X	X
C. Recognizable and Substantial Benefit. The residential planned unit development results in a recognizable and substantial benefit to the ultimate users of the development and the community that would not be feasible or likely with a conventional development.	-	X	X

Article 14 Residential Planned Unit Developments

	Pre	Final	Amend
D. Compatibility. The residential planned unit development is compatible with adjacent uses and the surrounding area and does not impede the continued use or development of the surrounding area.	X	X	X
E. Surrounding Character. The residential planned unit development does not substantially alter the character of the general neighborhood in which it is located when compared with a conventional development.	X	X	X
F. Natural Environment. The site is preserved in its natural state to a greater extent than would be possible with a conventional development.	X	X	X
G. Open Space. Open space has been located and designed to protect natural features and preserve important natural areas and views to an extent greater than would be possible with a conventional development.	X	X	X
H. Public Service Capacity. The residential planned unit development does not place an unreasonable burden on the provision of public services, including, but not limited to, fire protection, police protection, schools, roads, and utilities, beyond that of a conventional development.	X	-	X
I. Circumvention. The residential planned unit development is not an attempt to circumvent the strict application of the requirements of this Ordinance.	X	-	X
J. Basic Design. The modification does not substantially alter the basic design that was originally approved.	-	-	X
K. Approval Basis. The modification does not adversely or substantially affect the initial basis for granting the original approval.	-	-	X

[Balance of page intentionally blank.]

14.12 Amendments. Amendments of an approved final residential planned unit development shall only occur as outlined below.

- A. Notification. An applicant who has been granted final residential planned unit development approval shall notify the Township of any proposed amendment to the approved residential planned unit development or conditions of approval.
- B. Minor Modifications. Minor modifications may be approved by the Planned Unit Development Committee at a duly-noticed public meeting.
 - 1. Limitations. Minor modifications shall be limited to the following:
 - a. Residential Buildings. Increasing or reducing the size or residential buildings by up to ten (10) percent, provided that the overall number of lots or units does not change;
 - b. Elevations. Changing horizontal or vertical elevations by up to five (5) percent;
 - c. Building Location. Moving building locations by up to ten (10) feet, provided setbacks in the underlying zoning district or those modified as part of the residential planned unit development shall be met;
 - d. Building Materials. Changing building materials to another material of higher quality;
 - e. Floor Plans. Modifying building plans in a manner that does not alter the character of the use;
 - f. Disturbed Areas. Reduction or modification of disturbed areas;
 - g. Landscaping. Plantings in the approved landscape plan may be replaced with similar or higher-quality plantings
 - h. Access and Circulation. Additional improvements to site access or circulation, such as deceleration lanes, boulevards, curbing, sidewalks, crosswalks, or safety paths;
 - i. Accessory Structures. Relocation of accessory structures, such as community mailboxes, gazebos, sidewalks, pathways, safety paths;
 - j. Signs. Slight modification of sign placement or reduction in size, provided setbacks in the underlying zoning district or those modified as part of the residential planned unit development shall be met; and

- k. Parking Lot. Internal rearrangement of a parking lot that does not impact the number of parking spaces or alter access locations or general design.
 2. Decision Criteria. In order to approve a requested minor modification, the Planned Unit Development Committee shall make a favorable finding that all of the applicable criteria in [§14.11 Decision Criteria](#) are true.
 3. Notice. Decisions made by the Planned Unit Development Committee shall be forwarded to the Planning Commission and Township Board and shall be included in the residential planned unit development record.
- C. Major Modifications. Modifications other than those described as minor modifications above shall be submitted for review by the Planning Commission.

[End of Article 14.]



Oxford Township Project Activity Report – April 2024

Oxford Township Municipal Projects

1. North Area Sanitary Sewer Special Assessment District:
 - Project bids were received on 8/31/23 in the amount of \$2,962,997.
 - SAD process was completed in February.
 - Sewer construction anticipated to begin in May 2024.
2. Camp Oakland Pump Station:
 - Contract awarded to Trojan Development at bid price of \$768,283.00
 - Construction work to upgrade the existing pump station has begun.
 - Completion scheduled for June 2024.
3. Lakeville Road Safety Path Project:
 - Contract awarded to Jacklyn Contracting at bid price of \$147,535.00
 - Safety path has been paved and is available for pedestrian use.
 - Restoration to be completed in Spring 2024.
4. Brabb-Dewey Engineering Design Grant:
 - Survey and design work related to a proposed sanitary sewer project in the Brabb-Dewey subdivision is complete.
 - Awaiting final grant funds before finalizing bid specifications.
5. Seymour Lake Safety Path Project:
 - Survey and engineering design of Seymour Lake Road safety path (Sanders to Seymour Lake Park) is in process. Design completion expected by June 1.
6. Willow Lake PRV Project:
 - Design work related to an existing Pressure Reducing Valve (PRV) at the southeast corner of Willow Lake Drive & State Street is in process.
 - Design completion expected May 2024.
 - Permitting and bidding to occur during the summer of 2024.
 - Construction anticipated in the late fall of 2024.
7. Seymour Lake Water Main Project:
 - Design work for a new 16" water main from Dunlap to Sanders approved by Twp Board at February meeting.
 - Field survey work complete.
 - Design completion expected by August 1.
 - Permits to be submitted and obtained in fall of 2024.
 - Bidding and construction dates to be determined based on funding (likely in 2025).
8. 2024 Safety Path Maintenance Project:
 - Repair existing safety paths on Pontiac Street, North Oxford Road, and Lakeville Road
 - Bid information on April Township Board agenda for contractor consideration.
 - Construction activities anticipated to begin in May.



Oxford Township Private Development Projects

1. 653 S. Lapeer Road:
 - Development of new marijuana dispensary.
 - Construction of underground utilities and base asphalt complete.
 - Building interior being completed with anticipated Grand Opening in June 2024.
2. 280 N. Lapeer Road (Frequency Wellness):
 - Development of new marijuana dispensary.
 - Construction of underground utilities and base asphalt complete.
 - Building interior being completed with anticipated Grand Opening in May 2024.
3. McLaren Urgent Care:
 - Redevelopment of the existing McLaren site with new 2-story, 50k square foot building.
 - Phase 1 site utilities have been completed.
 - Remaining infrastructure to be completed following demolition of existing building.
 - Building interior being completed with anticipated Grand Opening in Fall 2024.
4. 411 N. Oxford Road:
 - Upgrades to existing building and site at 411 N. Oxford Rd.
 - Construction of underground utilities and parking lot complete.
 - Building interior being completed with anticipated Grand Opening in May 2024
5. Sanctuary Hills:
 - Residential project consisting of 85 single family homes on south side of E. Drahner.
 - Applicant is currently in the final engineering design process.
 - Clearing of trees on the property has been completed.
 - Infrastructure construction anticipated to begin in summer 2024.
6. The Villages and Peninsula of Tullamore:
 - Residential project consisting of 61 single family homes and 105 condominium units located at the northeast corner of E. Drahner and Oxford Lakes Drive.
 - Applicant is currently in the site planning process.
 - Infrastructure construction scheduled to begin in fall 2024.