

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

NOTICE AND AGENDA

Date: Thursday, September 28, 2023

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
 - a) Planning Commission Regular Meeting – 06/22/23
 - b) Special Joint Meeting with TB & ZBA – 08/24/23
7. Public comment on items not scheduled for Public Hearing or on this agenda.
8. Commissioners' Comments
9. Public Hearing

The purpose of this hearing is to receive public comments on proposed Zoning Ordinance Text Amendment to exempt power generators from certain noise regulations during either weekly/monthly routine maintenance or power outages.

- i. Presentation by Petitioner
 - ii. Open Public Hearing
 - iii. Public Testimony
 - iv. Close Public hearing
 - v. Comments from Township Consultants and Staff
 - vi. Review of Correspondence
 - vii. Commission discussion
 - viii. Motion
 - ix. Discussion on Motion
 - x. Vote
10. Unfinished Business

11. New Business
 - a) Discussion of Sign Regulation
 - b) Discussion of Master Plan
 - c) Community Engagement Steering Committee of the Planning Commission

12. Communications and/or Committee Reports
 - a) Economic Development Committee
 - b) Ordinance Review Committee

13. Planner/Engineer reports
 - a) Carlisle/Wortman
 - b) Sharpe Engineering

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.

Thomas Berger, Chairman
Planning Commission
Charter Township of Oxford
300 Dunlap Road
Oxford, MI 48371
(248) 628-9787

CHARTER TOWNSHIP OF OXFORD PLANNING COMMISSION REGULAR MEETING
THURSDAY, JUNE 22, 2023

A regular meeting of the Charter Township of Oxford Planning Commission was held Thursday, June 22, 2023 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

ROLL CALL

Members Present: **Jon Nold, Justin Ballard, Robert Turner, Ed Hunwick, Tom Berger**

Members Absent: Michael Spisz, Korey Bailey

Also Present: Township Attorney Brittney Ellis, Township Planner Megan Masson-Minock, Township Planner Matteo Passalacqua, Building & Zoning Coordinator Cheryl Lotan, Recording Secretary Susan McCullough, one OCTV camera operator, and no residents.

APPROVAL OF AGENDA

Commissioner Nold moved, Commissioner Ballard seconded, to approve the Charter Township of Oxford regular Planning Commission agenda for Thursday, June 22, 2023 as presented.

Ayes: 5 Nays: 0 Absent: 2

Motion Carried.

CONFLICTS OF INTEREST/EX-PARTE CONTACT

None.

APPROVAL OF THE MINUTES

Planning Commission Regular Meeting – May 25, 2023

Commissioner Ballard moved, Commissioner Nold seconded, to approve the regular Planning Commission meeting minutes for May 25, 2023 as presented.

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 on non-agenda items, public comment ended at 7:02 p.m.

COMMISSIONERS' COMMENTS

Commissioner Nold stated that it is good to see work being done on Drahnert Road.

PUBLIC HEARING(S)

None.

CHARTER TOWNSHIP OF OXFORD PLANNING COMMISSION REGULAR MEETING
THURSDAY, JUNE 22, 2023

UNFINISHED BUSINESS

None.

NEW BUSINESS

Planning Commission Training Workshop

Township Planner Megan Masson-Minock and Township Attorney Brittney Ellis advised the Planning Commission on meeting decorum and procedural rules.

Discussion of Zoning Ordinance Article 10.1 – Noise

It was the consensus of the Commission to schedule a public hearing on the proposed amendments.

COMMUNICATIONS AND/OR COMMITTEE REPORTS

Economic Development Committee

None.

Ordinance Review Committee

None.

PLANNER/ENGINEER REPORTS

Planner – Carlisle/Wortman

None.

Engineer – Sharpe Engineering

None.

ADJOURNMENT

Chairman Berger adjourned the meeting at 8:48 p.m.

Tom Berger, Chairman

Ed Hunwick, Secretary

Date approved: _____
smm

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES, PLANNING COMMISSION, AND ZONING BOARD OF APPEALS SPECIAL JOINT MEETING, THURSDAY, AUGUST 24, 2023

A Special Joint Meeting of the Charter Township of Oxford Board of Trustees, Planning Commission and Zoning Board of Appeals was held Thursday, August 24, 2023 at the Oxford Senior Center, 2795 Seymour Lake Road, Oxford, Michigan 48371.

Supervisor Curtis called the meeting to order at 6:30 p.m.

RESPECTS TO THE FLAG

NOTING OF ROLLS

Township Board Members Present: Charles, Colvin, Curtis, Ferrari, Nold, Payne, Wright
Township Board Members Absent: None

Planning Commissioners Present: Bailey, Ballard, Berger, Hunwick, Nold, Spisz, Turner
Planning Commissioners Absent: None

Zoning Board of Appeals Members Present: Bailey, Butler, Mageli, Payne, Walters
Zoning Board of Appeals Members Absent: None

Also Present: Township Planner Masson-Minock, Township Planner Passalacqua, Building Official London, Fire Chief Majestic, Parks and Recreation Director Castonia, two camera persons (OCTV), and five residents.

APPROVAL OF THE AGENDA

Treasurer Ferrari moved, Trustee Payne seconded, to approve the August 24, 2023 agenda as presented.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried.

Commissioner Spisz moved, Commissioner Hunwick seconded, to approve the August 24, 2023 agenda as presented.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried.

Board Member Butler moved, Board Member Walters seconded, to approve the August 24, 2023 agenda as presented.

Ayes: 5 Nays: 0 Absent: 0

Motion Carried.

WELCOME – SUPERVISOR CURTIS

Supervisor Curtis welcomed all Board Members and Commissioners to the meeting.

CARLISLE|WORTMAN ASSOCIATES PRESENTATION

Township Planners Megan Masson-Minock and Matteo Passalacqua shared a Plan to Plan presentation, discussing process outlines, data, visual aids, and next steps. They also reviewed the SEMCOG data across various timelines and sectors.

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES, PLANNING COMMISSION, AND ZONING BOARD OF APPEALS SPECIAL JOINT MEETING, THURSDAY, AUGUST 24, 2023

BRAINSTORMING ACTIVITY: WHAT ITEMS ARE REQUIRED FOR THE MASTER PLAN?

Discussion only. No action taken.

DISCUSSION

Discussion only. No action taken.

TOWNSHIP BOARD DECISION ON LEVEL OF MASTER PLAN FUNDING

Trustee Charles moved, Trustee Payne seconded, to authorize Carlisle Wortman Associates, Inc. to proceed with a Comprehensive Update of the current Master Plan at a cost not to exceed \$50,000.00. This \$50,000.00 amount is to be expensed to General Fund Account 101-701-801.001 Planner/Professional Services Master Plan.

Roll call:

Ayes: Colvin, Charles, Nold, Payne, Ferrari, Wright, Curtis

Nays: None

Absent: None

Motion Carried.

PUBLIC COMMENT

One resident spoke during this portion of public comment.

NEXT STEPS AND THANK YOU – SUPERVISOR CURTIS

Supervisor Curtis outlined the next steps in the process and thanked Carlisle|Wortman, the public and all board and commission members for their attendance and input.

ADJOURNMENT

Treasurer Ferrari moved, Trustee Payne seconded, to adjourn the meeting at 8:06 p.m.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried.

Commissioner Hunwick moved, Commissioner Nold seconded, to adjourn the meeting at 8:07 p.m.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried.

Board Member Butler moved, Board Member Walters seconded, to adjourn the meeting at 8:08 p.m.

Ayes: 5 Nays: 0 Absent: 0

Motion Carried.

Jack Curtis, Supervisor

Curtis Wright, Clerk

Approved:

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES, PLANNING
COMMISSION, AND ZONING BOARD OF APPEALS SPECIAL JOINT MEETING,
THURSDAY, AUGUST 24, 2023

Tom Berger, Chairman

Ed Hunwick, Secretary

Approved:

Korey Bailey, Chairman

James Butler, Secretary

Approved:

/smm

ITEM 9 PUBLIC HEARING

PUBLIC NOTICE

Because the People Want to Know

OXFORD TWP.

CHARTER TOWNSHIP OF OXFORD PLANNING COMMISSION

NOTICE OF PUBLIC HEARING

Thursday, September 28 , 2023 at 7:00 pm

Notice is hereby given that, under the provisions of the Charter Township of Oxford Zoning Ordinance and the Michigan Zoning Enabling Act, the Charter Township of Oxford Planning Commission will conduct a public hearing at **Charter Township of Oxford Meeting Room at 300 Dunlap Rd., Oxford, MI 48371.**

The purpose of the public hearing is to receive public comments regarding:

Zoning Ordinance Text Amendment to exempt power generators from certain noise regulations during either weekly/monthly routine maintenance or power outages. This amendment pertains to the following:

Section 10.1, Sub-Section J, Part 3 Generator Exemption. Noise created by generators shall be exempt of decibel level regulations per specific instances of weekly/monthly maintenance and power outages.

Documents related to the public hearing will be available for inspection at the Township Building Department, during normal business hours (9:00 am - 4:00 pm weekdays, excluding holidays).

Members of the public are welcome to attend the public meeting in person or by counsel to express views on the petition. Written comments should be addressed to Thomas Berger, Commission Chair, 300 Dunlap Rd., Oxford, MI 48731-0003, or may be sent by email to Cheryl Lotan, clotan@oxfordtownship.org. All correspondence must be received by 12:00 (noon) on Friday, September 22, 2023.

The Planning Commission 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, to individuals with disabilities at the meeting upon seven days' notice to the Planning Commission. Individuals with disabilities requiring auxiliary aids or services should contact Curtis W. Wright, Township Clerk at (248) 628-9787 extension 108 , as soon as possible to allow the Township sufficient time to have available the aids and services.

ARTICLE 10
ENVIRONMENTAL PROVISIONS

10.1 Environmental Performance Regulations.

J. Noise.

1. No operation or activity shall cause or create noise that exceeds the sound levels prescribed below, using an A-weighted decibel scale dB(A), when measured at the lot line of any adjoining use, based upon the following maximum allowable levels for each use district:

Zoning of Adjoining Properties	Maximum Allowable Noise Level measured in dB (A)	
	7 am to 9 pm	9 pm to 7 am
R-1A, R-1, R-2, R-3, SF-1, SF-2, SF-3, MHP, RM, AG, R	60	50
O, C-1, C-2, PQP	70	60
I-1, I-2, RO	85	75

Noise level measurements for comparison with the above limits shall be made using A-Weighted fast response measurements, using the “Max-Hold” feature of a spectrum analyzer.

For the purposes of this sub-section J., the term “adjoining use” shall include properties directly across any private or public road from the use whose noise is being measured (in addition to those which actually abut the property line of the use).

2. Lawn Care Exemption. Noise created by the reasonable use of equipment for the purposes of lawn care shall be exempt from the regulations of this sub-section J. concerning the hours of 7:00 a.m. to 9:00 p.m.; such noise shall be subject to the regulations of §10.2(J) Noise between the hours of 9:00 p.m. to 7:00 a.m.

3. Generator Exemption. Noise created by accessory generators shall be exempt from the regulations of this sub-section J. under the following circumstances:

- a. Regular maintenance and/or testing of generators, with no more than 30 minutes of continued noise for weekly maintenance, and no more than 60 minutes of continued noise for monthly maintenance.

- a.b. Power outages.

ITEM 11 – NEW BUSINESS

11A

DISCUSSION OF SIGN REGULATION



Carlisle | Wortman
ASSOCIATES, INC.

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

TO: Charter Township of Oxford Board of Trustees and Planning Commission

FROM: Megan A. Masson-Minock, AICP, Principal and Matteo Passalacqua, Associate Planner

DATE: August 30, 2023

RE: Amendments to Sign Regulations

As you may be aware, the Ordinance Review Committee (ORC) has begun updating the Township's sign regulations. The current sign standards in the Zoning Ordinance are not consistent with the U.S. Supreme Court case *Reed v. Town of Gilbert*, which rendered content-based restrictions unconstitutional. Under that decision, signs may only be regulated based on location, land use, size and construction, not content. The regulations in Article 9 of the Oxford Township Zoning Ordinance have separate definitions and regulation for political signs and real estate signs. The sign standards must be amended to eliminate content-based regulations.

The ORC has examined sign regulations in Independence Township, Orion Township, and the Village of Oxford as well as completed a driving tour of Lapeer Road to document the types of signs in the Township. Based on those activities and discussions, the ORC is recommending major changes to the Township's sign regulations.


Before the committee invests significant time in draft amendments, the ORC would like your input on the major changes described below:

- **Stand Alone Ordinance:** The ORC is recommending that the sign regulations are removed from the Zoning Ordinance and a stand-alone sign ordinance is adopted, similar to Orion Township. The stand-alone sign ordinance would give the Township greater flexibility to consolidate billboards along Lapeer Road and phase out non-conforming signs.
- **Regulation of Signs by Location and Use:** Like in Independence Township, the ORC would like to regulate signs based on location along major roads, since the types of signs and context differ between locations on Lapeer Road. For signs on parcels located elsewhere, the regulations would be based on the type of zoning district. The ORC has identified the following sign districts:


- *South Lapeer Road*: Area along Lapeer Road from the intersection of Teelin Drive north to the boundary with the Village of Oxford.
- *Middle Lapeer Road*: Area along Lapeer Road from the northern boundary of the Village of Oxford north to the intersection of Dunlap Road.
- *North Lapeer Road*: Area along Lapeer Road from the intersection of Dunlap Road north to the boundary with Metamora Township.
- *Industrial*: Remainder of the Township which is zoned for industrial use.
- *Recreation, Public and Quasi-Public*: Remainder of the Township which is zoned for recreation, public and quasi-public uses.
- *Residential*: Remainder of the Township which is zoned for residential use.
- *Restrictions on Electronic Messaging Signs*: The ORC would like to restrict the brightness and manner and time frame for electronic copy changes, as well as ban animation or moving copy.

We will facilitate a discussion on these proposed major changes at an upcoming Planning Commission meeting. For members of the Township Board, we are happy to answer any questions and welcome your feedback. Megan Masson-Minock can be reached at 734-662-2200, extension 115 or at mmasson-minock@cwaplan.com. Matteo Passalacqua is at Township Hall every Tuesday and Thursday and can be contacted at mpassalacqua@cwaplan.com. We look forward to discussing these changes and moving the needed amendments to sign regulations in Oxford Township forward.

Sincerely,



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



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

ITEM 11 – NEW BUSINESS

11b

DISCUSSION OF MASTER PLAN



Carlisle | Wortman
ASSOCIATES, INC.

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

TO: Oxford Township Planning Commission

FROM: Megan Masson-Minock and Matteo Passalacqua

SUBJECT: 2019 / 2024 Master Plan Considerations

DATE: September 28, 2023

To start the Master Plan comprehensive update, CWA has conducted a review of the current Charter Township of Oxford 2019 Master Plan. The purpose of this review is to provide context to important topics that the Planning Commission should consider for substantial updates, removal or addition. This information is meant as a spring board for discussion at your upcoming meeting on September 28th.

Information to be Updated

- **Housing:** Housing Data with emphasis on Attached Condominium and Multiple Family as it relates to aging populations.
- **Population:** Population Analysis to highlight projected growth and which age ranges are anticipated to make up the community over the next 20 years.
- **Taxes:** Tax Base review with thoughts on potential diversification and/or risks associated with a lack thereof.
- **Employment:** Employment providers and location to assess commuting trends and/or Oxford's ability to attract new employment sources.
- **Transportation:** Transportation trends and forecasts to establish corridors that will need attention as it relates to capacity and safety improvements.
- **Facilities:** Community Facilities such as the need for senior centers/recreation as well as a Community Center, a prominent topic in the recent survey for Parks and Recreation Plan currently under development.

- **Utilities:** Water/Sewer Infrastructure maintenance and expansion plans. The plan should also expand on solar and renewable energy to reflect the Townships desire and goals to have these land uses in the community and to what scale. If interest from the private sector becomes prevalent, it would be beneficial for some form of solar or renewable energy guideline to establish the Township’s position.
- **Developable Land:** Information showing vacant and transitional land use such as extraction and commercial recreation.
- **Open Space Preservation:** To facilitate the future preservation of open space, the plan could provide tools to ensure development is directed to the appropriate areas of the community while allowing for natural and open space preservation in others. Options to consider are increased density allowances in the urban service boundary, purchase or transfer of development rights, tree and wetland protection ordinances, and agricultural and/or open space preservation programs.
- **Funding:** Local funding is discussed in the current Master Plan but given the ambitious goals Master Plans can outline, it would be worth the minimal effort to survey the community on the funding mechanism they would support for certain “seen” and “unseen” improvements. This may provide valuable information on the use of future millages, fundraisers or grant resources.

Information to be Added or Expanded

- **Urban Service Boundary:** While present in the current Master Plan, the Urban Service Boundary will be an important part of the plan and warrants a larger portion of the plan update. This boundary will serve as an important mechanism to achieve the Township’s controlled growth goals and will likely come under scrutiny as development continues over the next 5-15 years.
- **Planning Areas:** Sub Planning Areas may provide additional information pertaining to desired traits and uses for portions of the Township. These areas could highlight a variety of desired uses and traits in specific regions. These uses/traits could be low to high intensity in nature and offer perspective about retaining natural features or transit related improvements. This tool may be appropriate for highlighting different goals for different reclamation activities based on their location.
- **The Village:** The Village of Oxford is an important element in the overall development of the Township. A portion of the new Plan could reference this element as it relates to Township residents’ use of the Village Downtown and or other notable interactions. A synopsis of the Village’s Master Plan and Zoning around its borders may help inform Master Plan considerations of the Townships adjacent land. This could include more

emphasis on mixed use and denser developments to help maintain Township sprawl while supporting Downtown businesses and events.

- **Safety Paths:** While adequately mentioned in the current Master Plan, the safety path system's importance and consideration should be elevated as more development will require private contributions. To ensure this position is substantiated and justified, Safety Paths may be worth elevating in the Goals, Objectives and Strategies section from a "Strategy" to a "Goal", with objectives and strategies of its own.
- **Capital Improvement Program:** Infrastructure is mentioned throughout the current plan however as more and more conversations develop around growth in the Township, it may be worth providing analysis for what types of infrastructure will support or temper development. This could be accomplished in the Capital Improvement Program section as well.

Information to be Removed or Reduced

- **Future Land Use:** Depending on community feedback and other pertinent information present in the research portion of the update, it may be worth considering a reduction in Future Land Use categories. There are currently twenty-one (21) designations. This level of detail may or may not be needed as the draft plan develops.

Discussion Questions

Please come to your meeting on September 28th prepared to discuss the following questions:

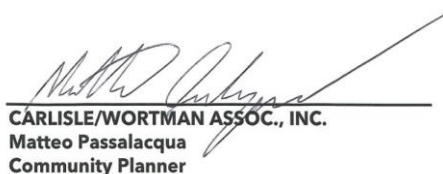
- *What demographic or land use data do you feel is needed for this Master Plan update? What information are you interested in reviewing?*
- *What sub-areas should be further explored in the Master Plan update? The scope of work allows for two small area plans?*
- *Which of the items identified above should be discussed with the public?*
- *What "lessons learned" can you share from previous Master Plan updates?*

Thank you for your participation in the Master Plan update! Your expertise and experience as commissioners will play a vital role in the process.

Sincerely,



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



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



Carlisle | Wortman
ASSOCIATES, INC.

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

TO: Oxford Township Board of Trustees
Oxford Township Planning Commission
Oxford Township Zoning Board of Appeals

FROM: Megan Masson-Minock and Matteo Passalacqua

SUBJECT: Results from Plan to Plan Joint Meeting on August 24th, 2023

DATE: September 7, 2023

Thank you for your attendance and participation at the Plan-to-Plan Meeting held August 24th, 2023. The purpose of this memorandum is to document the discussion at the meeting to guide the Master Plan process.

Attendees and Agenda

This meeting was attended by members of the Planning Commission, Township Board of Trustees and Zoning Board of Appeals. The agenda was:

- Welcome by Supervisor Curtis
- Presentation by Carlisle | Wortman Associates (CWA). The presentation is attached to this memorandum and included:
 - Review of the Master Plan process
 - Current demographic and land use data
- A group brainstorming activity on what items the groups feel must be in the Master Plan
- Closing discussion
- Thank you from Supervisor Curtis

Trends and Indicators for Oxford Township

A portion of the presentation given outlined demographic, economic and land use trends and indicators for the direction the Township is heading in over the next 5-15 years.

Notable items shared and confirmed by Board and Commission members were:

*Richard K. Carlisle, President Douglas J. Lewan, Executive Vice President John L. Enos, Principal
David Scurto, Principal Benjamin R. Carlisle, Principal Sally M. Elmiger, Principal Craig Strong, Principal R. Donald Wortman, Principal
Laura K. Kreps, Senior Associate Paul Montagno, Senior Associate, Megan Masson-Minock, Senior Associate*

- Oxford Township is growing, and it is growing faster than some agencies predict.
- Retail growth is stagnant but desired.
- Infrastructure is important to both promote and control growth.
- Services should reflect population demographics.
- Development of some portions of the Township is desired but other areas should remain rural, open and/or natural.
- Stable economic indicators will continue to attract development interest.
- Neighboring townships are unlikely to see growth at the rate Oxford Township will over the next 10 years.

Brainstorming on “Must’s” for the Master Plan

CWA asked the Planning Commission, Township Board, and Zoning Board of Appeals members to brainstorm topics or items that must be included in the upcoming Master Plan by writing ideas on sticky notes. Members of the public who were present were asked to share their ideas by writing on index cards. Transcriptions of the sticky notes and index cards are in the appendix of this report.

CWA then grouped the ideas under broad categories and reviewed the topics with the group. Using dots, the Board and Commission members then voted on what topics should be in the Master Plan.

The table below lists the categories, topics and number of associated votes:

Categories	# of Votes
Community Engagement	13
Medical	12
Infrastructure	9
- Sewer	6
- Water	4
- Roads	4
Safety Paths	6
Parks and Recreation	6
Growth Management	6
Mining Reclamation	5
Retail	4
Industrial	4
- Where	2

Categories	# of Votes
Green Space	3
Water Quality	3
Traffic	2
Downtown	1
Senior Housing	1

Topics mentioned during the exercise but received no votes were: Industrial (what kind), Parks and Recreation (how much), Schools, Jobs, Destination, Separate Residential and Commercial Uses.

Public Comment

During public comment, a resident of Willow Lake suggested that home owner associations should be solicited during community engagement and requested that whatever surveys are generated have a space dedicated to open ended comments.


Closing Discussion

All participants were asked to share closing thoughts or advice. Participants shared:

- Community engagement is necessary to get everyone involved and new ideas such as attending high school football games.
- Infrastructure is important to consider so growth does not out pace system capabilities.
- Consistent updating to ensure the process moves and all parties are kept up to speed.

Next Steps

The next steps are for our consultant team are to establish a process timeline and work with Township officials to form a Steering Committee. Thank you again for your time and contributions!



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



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

Attachments: Appendix A - Transcribed Responses
Plan to Plan Power Point

Appendix A: Transcribed Responses

Commission & Board Member Sticky Notes:

- Commercial Property
- We need to have the political courage to seek necessary safety path easements, regardless of whether condemnation or a taking needs to take place
- Attract Retail
- Medical Needs
- Attractive & Functional Downtown
- Development patterns surrounded by traditional neighborhood development
- Controlled Development (construction of homes density)
- Migration vs. Exodus of population / geo-political
- Unique shopping with quality parking
- Limited retail / focus on what is needed
- To try and extend infrastructure to our residents like water and sewer. We should concentrate on smaller industrial and commercial uses and leave the large industrial uses to the major corridors that have infrastructure in place. Michigan, like most states in the northwestern US, was designed to have large urban cities with smaller suburban rings around it.
- Greenspace should never be for industrial uses while core cities like Detroit, Pontiac and Flint have everything already in place.
- Expanded Industrial
- Cultural – Historical Preservation
- Hospitality / Bed and Breakfast
- What is the setback for industrial on Lapeer Rd. Should be quite far.
- Industrial needs
- Expanded Retail
- Retain rural equine areas in N.E. quad
- Meet needs and take care of the senior or older population growth expected in our township.
- Retail needs
- Mountain rural areas
- Mining long term plans. When will they be reclaimed
- Open spaces / green environment
- Park land and preservation
- Quality Schools
- Protect horse country
- Senior Housing
- Future ideas for older population. Senior community center with pool.
- Dog park
- Expanded Sewer
- Infrastructure Plan

- Concern for the increased population / traffic on M-24
- Future transportation routes and roads
- Future roads and right of way plan / Road extension on Thomas, Westlake, Hummer Lake, Ray Road and Lakeville
- Major traffic plans
- Improved community center with pool, indoor track, etc.
- A desert, water / sewer for residential area
- Utilize industrial properties by improved infrastructure
- Parks / Pathways
- Activity Center
- Community programs, engage citizens
- Development of more parks
- Possible campground at Oakwood Park
- Recreation development. Focus on all age groups
- Possible large clinic, etc. Medical, aging population
- More public input on needs / wants!
- Get a hospital
- Hospital and Medical facilities
- Local recreation vacation destination “why visit oxford”
- Jobs that can be long time careers
- More sewer and storm water access

Public Index Cards:

- Maintain wildlife and lakes & streams from pollutants
- Sustainable development that preserves the existing community property look and feel. For example: no high-rise buildings/apartments that overshadow the existing areas or growth that overly congests already person-traffic heavy areas without adequate infrastructure expansion prior to growth.
- Preservation of land & water. Smart green infrastructure – management. Green Corridors (invasive species management)
- Survey for community comments and input to Master Plan
- Maintain residential areas separate from commercial
- Use density – traffic, resources. Aesthetic impact of Development. Protection of existing habitats. Treatment of runoff / lake water pollution. Development needs to not impact lakes & surrounding wet lands

PLAN TO PLAN

Oxford Township

Board of Trustees, Planning Commission, & Zoning Board of Appeals

August 24, 2023

THE MASTER PLAN

*Roadmap for the best path
from a known present into an
unknown future*

An illustration of an open map with a grid. A red path starts from the right side and leads towards the left. The map features blue areas representing water and white lines representing roads or boundaries. The text is overlaid on the map in a grey, italicized font.

WHY DO WE PLAN?

- Anticipate change
- Create predictability
- Use physical, natural, social and fiscal resources wisely
- Create a vision for the future
- Protect the environment and quality of life

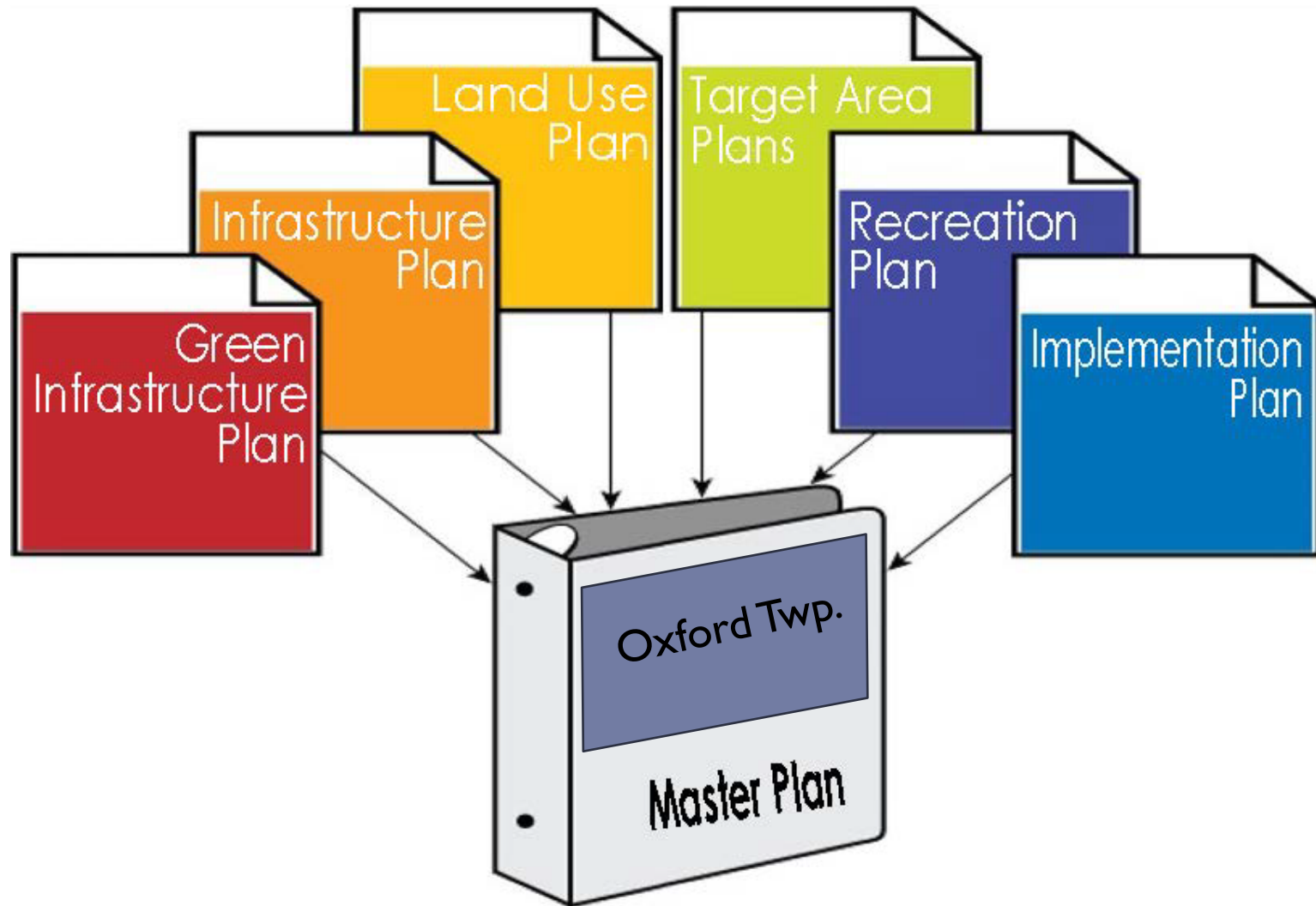
WHAT IS A MASTER PLAN?

“The only official adopted document that sets forth an agenda for the achievement of land use goals and policies.”

- General statement of the Township's goals and policies
- Synchronizes public improvements and private development
- Provides a clear indication of Township's direction for the future
- Serves as an educational tool and presents a clear indication of the Township's direction for the future
- Serves as an aid in daily decision-making
- Provides the statutory foundation upon which zoning decisions are based

**ELEMENTS OF THE
MASTER PLAN
- PA 33 OF 2008**

“SUBJECTS THAT ARE
PERTINENT TO THE FUTURE
DEVELOPMENT OF THE
PLANNING JURISDICTION”



ELEMENTS OF A MASTER PLAN – PA 33 OF 2008

Maps, plats, charts, and descriptive, explanatory, and other related matter

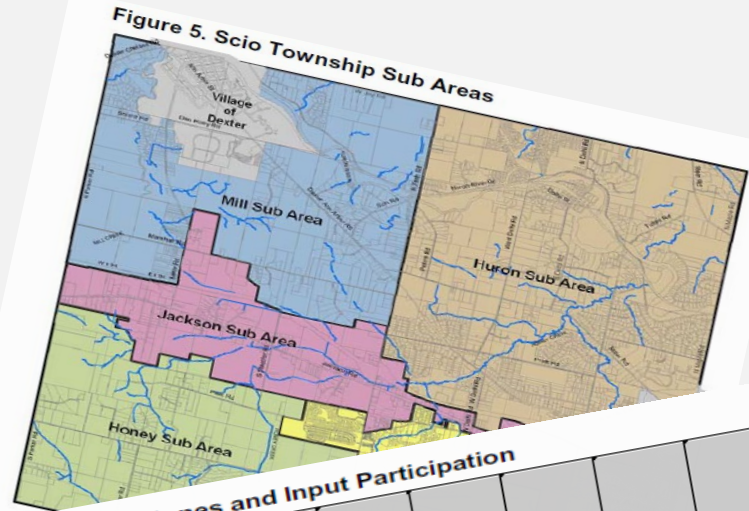


Table 1. Milestones and Input Participation

	Community Description and Existing Land Use	Public Input	Goal Formulation	Master Plan	Public Hearing	Plan Adoption
Board of Trustees		✓			✓	✓
Planning Commission	✓	✓	✓	✓	✓	
Staff		✓				
Residents					✓	
Adjacent Community Officials						

- Intensity Residential
- Commercial
- Highway Commercial
- Composite Commercial
- Office/Industrial
- General Industrial
- Public/Geni-Public
- Recreation/Conservation
- Special Planning Areas
- Village of Dexter/City of Ann Arbor
- Lakes
- Rivers, Streams, & Drains

Figure 4
FUTURE LAND USE
Scio Township

0 1,650 3,300 Feet
6,200

Carlebe / Wharton Associates, Inc.
Plan Commission April 2008

THE PLANNING PROCESS

The Three “Whats”

What?

What is important to our community?

So what?

Why are these issues important?

Now what?

What do we need to do?

PLAN TO PLAN

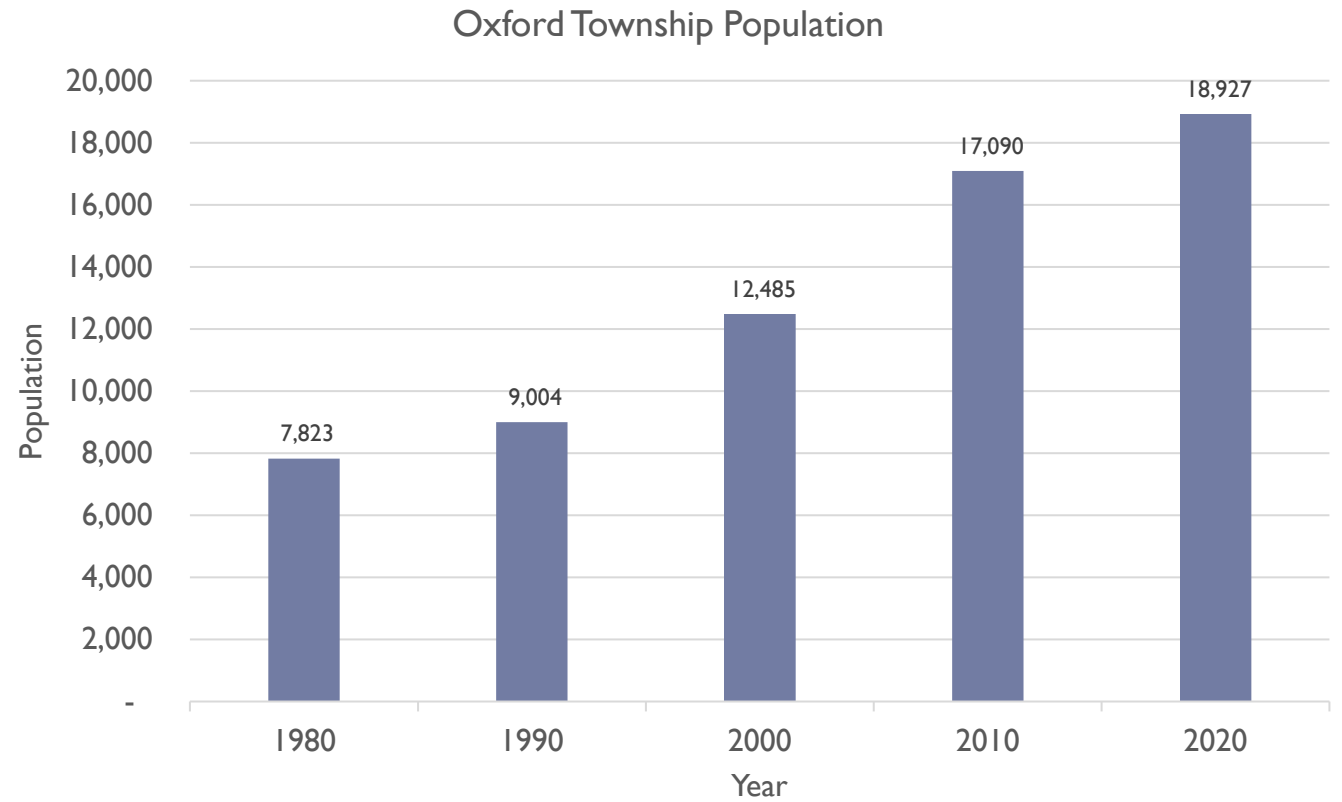
GOAL AT END OF TONIGHT

- Define the “Whats”

HOW WE DO THAT

- Master Plan Review
- Community Profile Review
- Brainwriting
- Voting
- Discussion

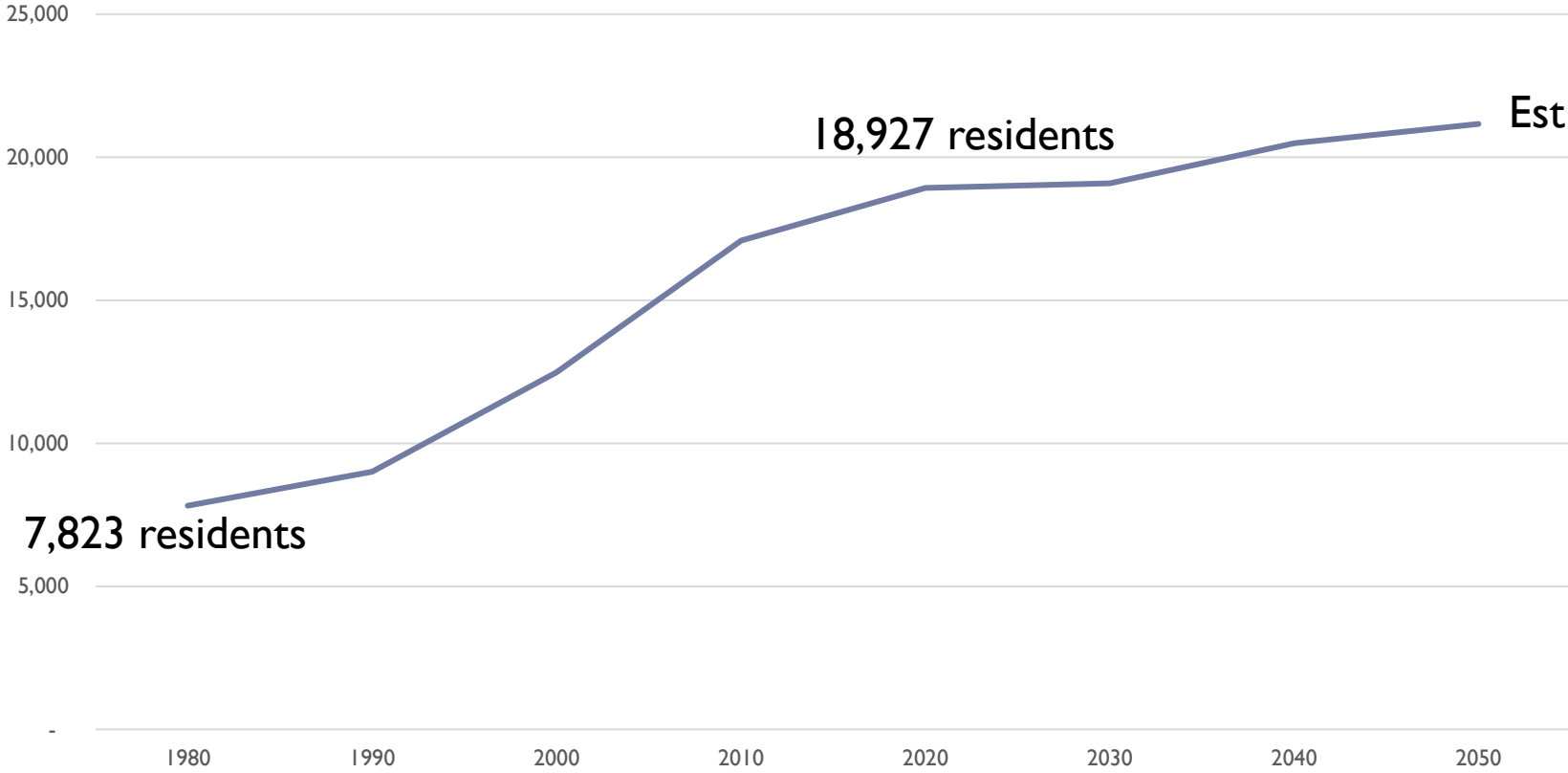
THIS IS OXFORD TOWNSHIP



SEMCOG & Census projections

THIS IS OXFORD TOWNSHIP

Oxford Township Population & Projection



Notable Growth from 1980-2010

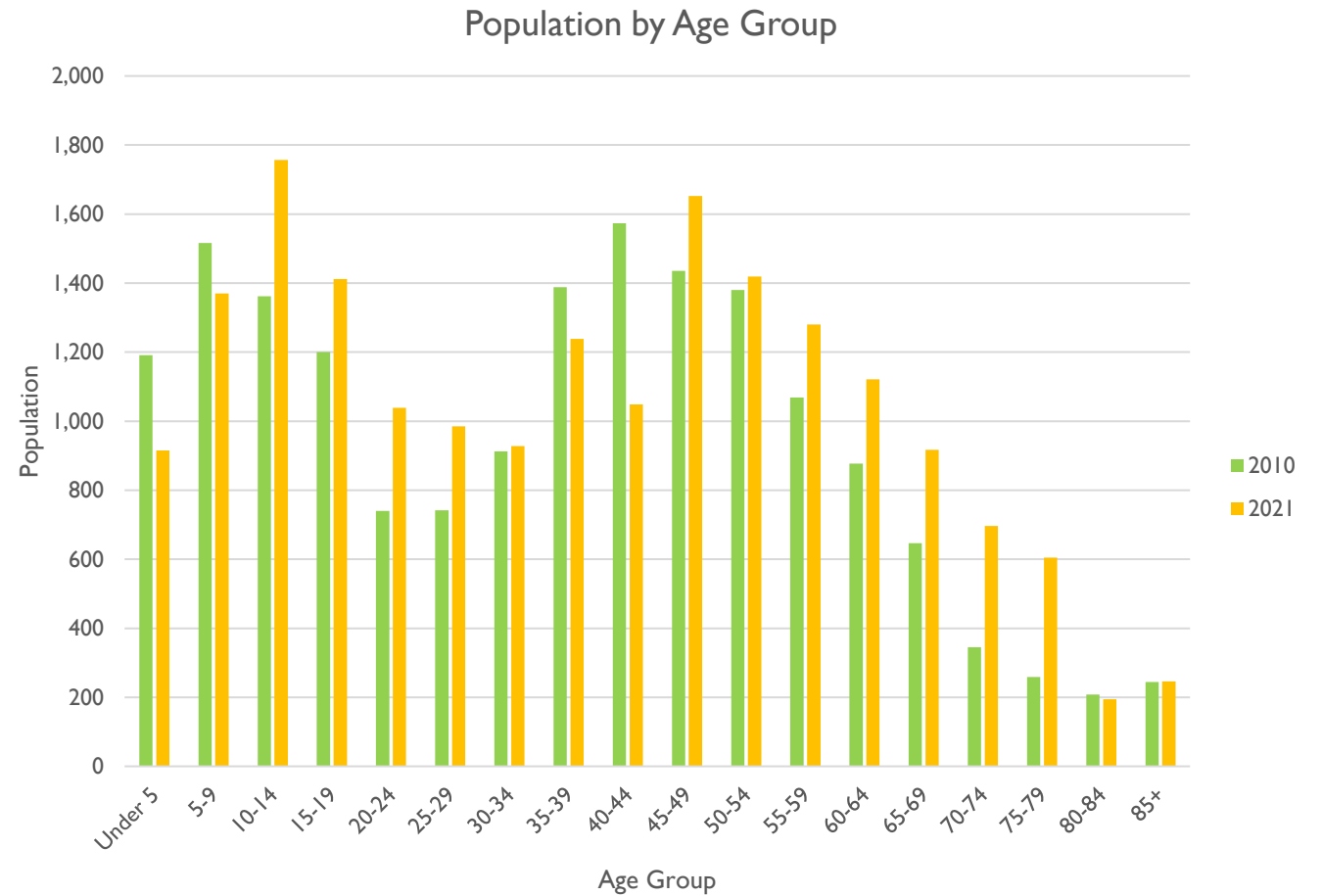
Moderate Growth from 2010-2020

Slight Increase in Projected Growth Rate through 2050

THIS IS OXFORD TOWNSHIP

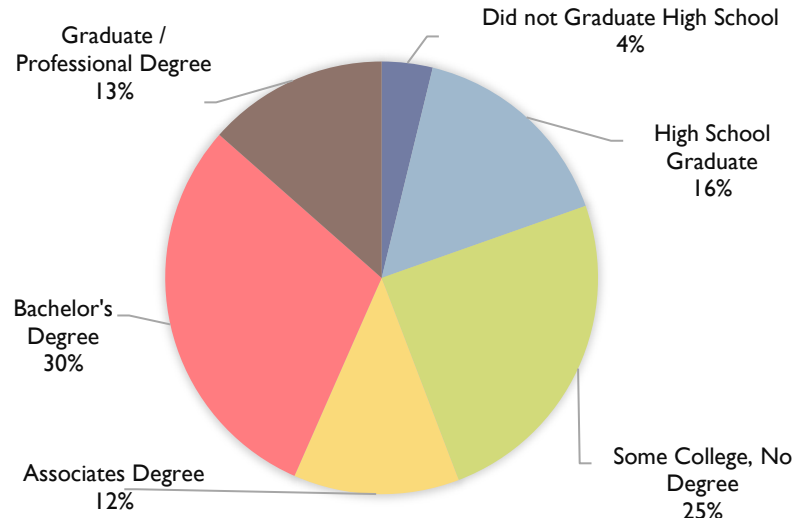
2021 Median Age

39 years

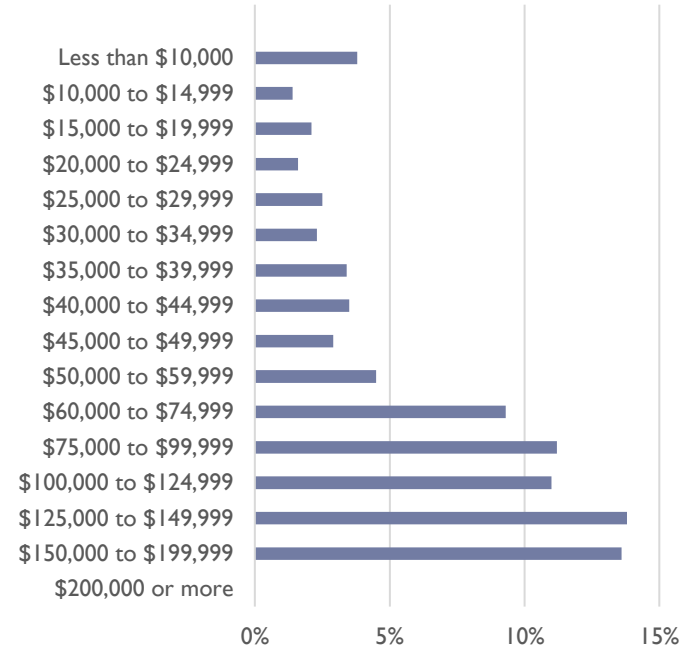


THIS IS OXFORD TOWNSHIP

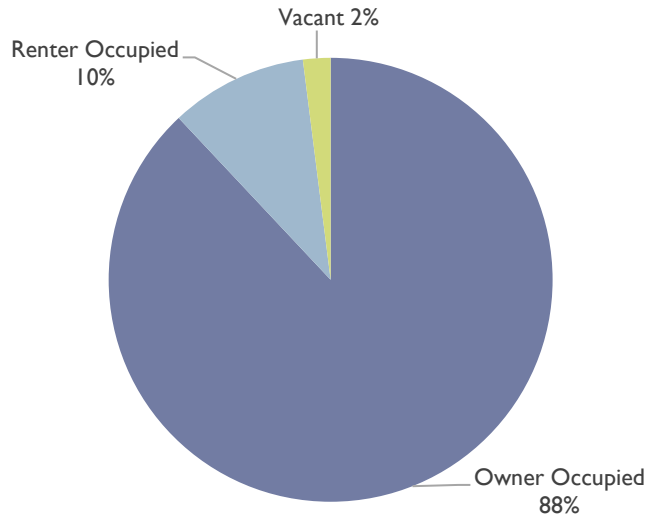
2021 Education by %



2021 Annual Income by %



2021 Housing Tenure by %



2021 Median Household Income

\$103,392

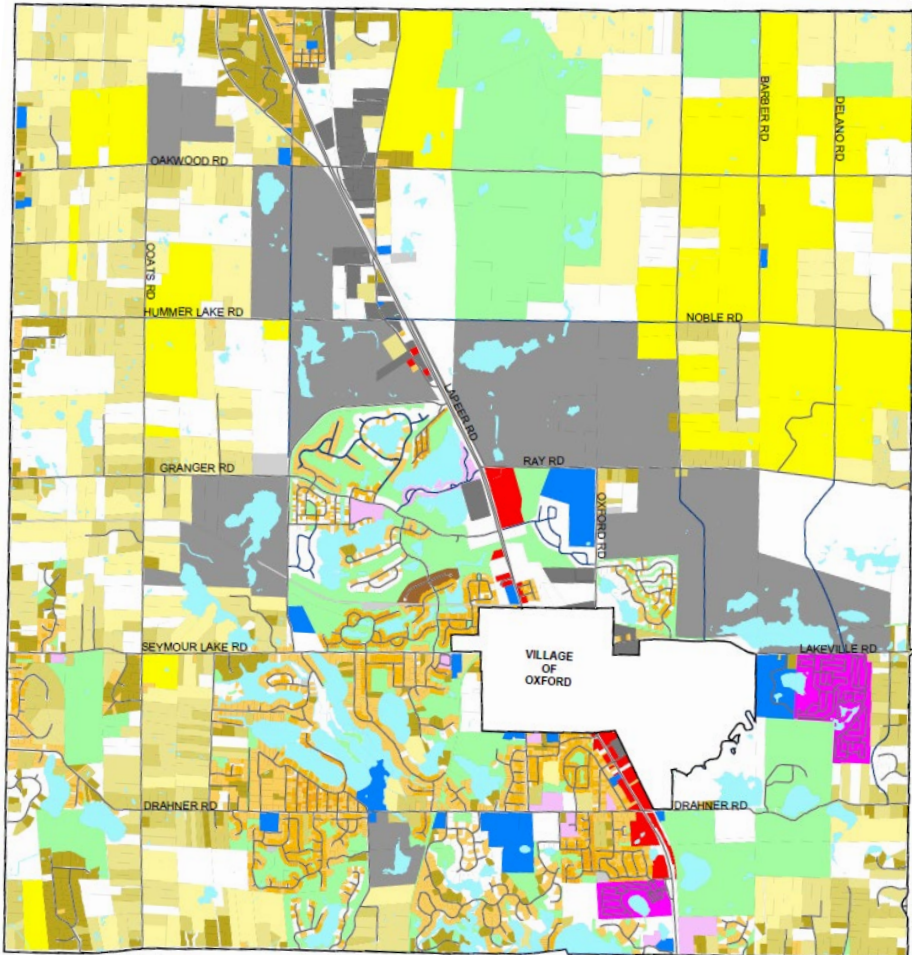
2021 Median Housing Value

\$276,400

2021 Median Year Structure Built

1992

2009 / 2022 EXISTING LAND USE MAPS

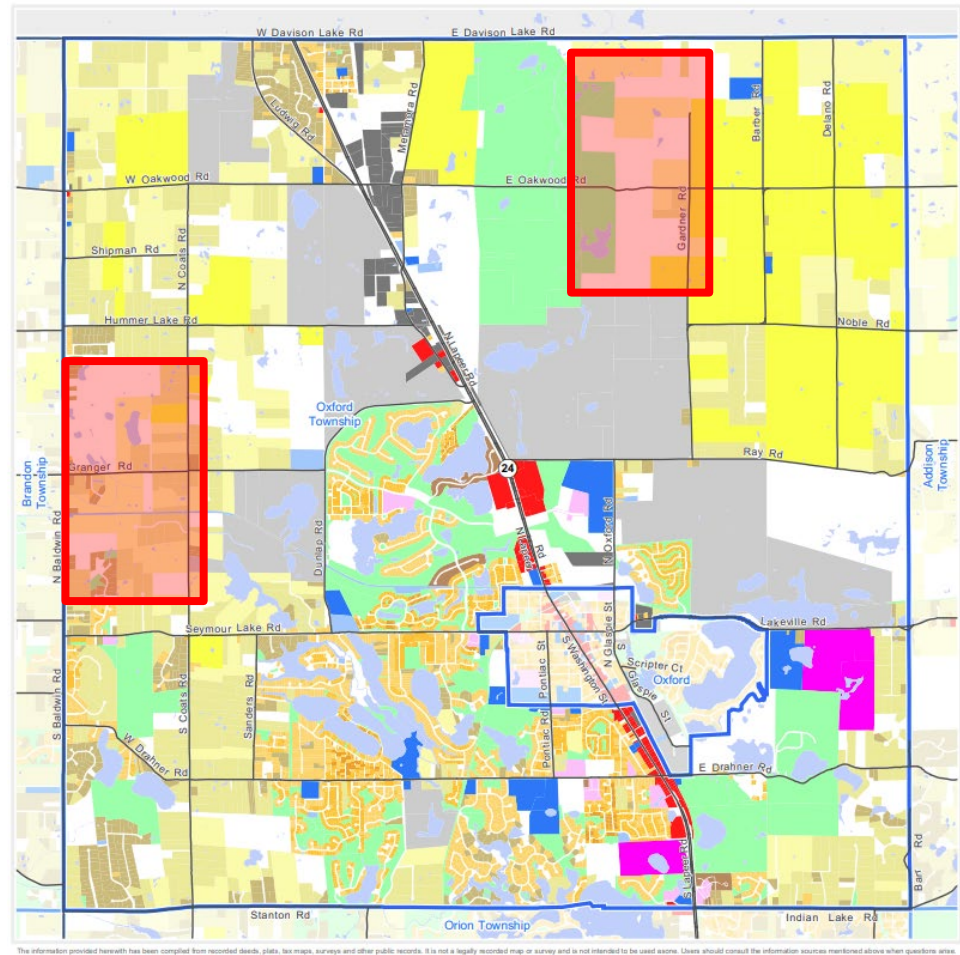
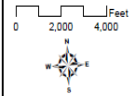


CHARTER TOWNSHIP of OXFORD MASTER PLAN

Legend

- Agricultural
- Single Family, 10 acres greater
- Single Family, 5 to 9.9 acres
- Single Family, 2.5 to 4.9 acres
- Single Family, 1 to 2.4 acres
- Single Family, 14,000 to 43,559 sq. ft.
- Single Family, 8,000 to 13,999 sq. ft.
- Single Family, less than 8,000 sq. ft.
- Single Family, More than one unit per parcel
- Multiple Family
- Mobile Home Park
- Commercial / Office
- Industrial
- Public / Institutional
- Recreation / Conservation
- Transportation / Utility / Communication
- Vacant
- Extractive
- Water

MAP 7
2009 EXISTING LAND USE



OAKLAND COUNTY MICHIGAN
ECONOMIC DEVELOPMENT

Executive Office Building
2100 Pontiac Lake Road, Bldg. 41W
Waterford, MI 48328-0412
248.858.0700
www.oakgov.com/fuz

2022 Land Use Township of Oxford

Legend

- Agricultural
- Single Family, 10 acres or greater
- Single Family, 5 to 9.9 acres
- Single Family, 2.5 to 4.9 acres
- Single Family, 1 to 2.4 acres
- Single Family, 14,000 to 43,559 sq. ft.
- Single Family, 8,000 to 13,999 sq. ft.
- Single Family, Less than 8,000 sq. ft.
- Single Family, More than one unit per parcel
- Multiple Family
- Mobile Home Park
- Commercial/Office
- Industrial
- Public/Institutional
- Recreation/Conservation
- Transportation/Utility/Communication
- Vacant
- Extractive

1 inch = 4,634 feet

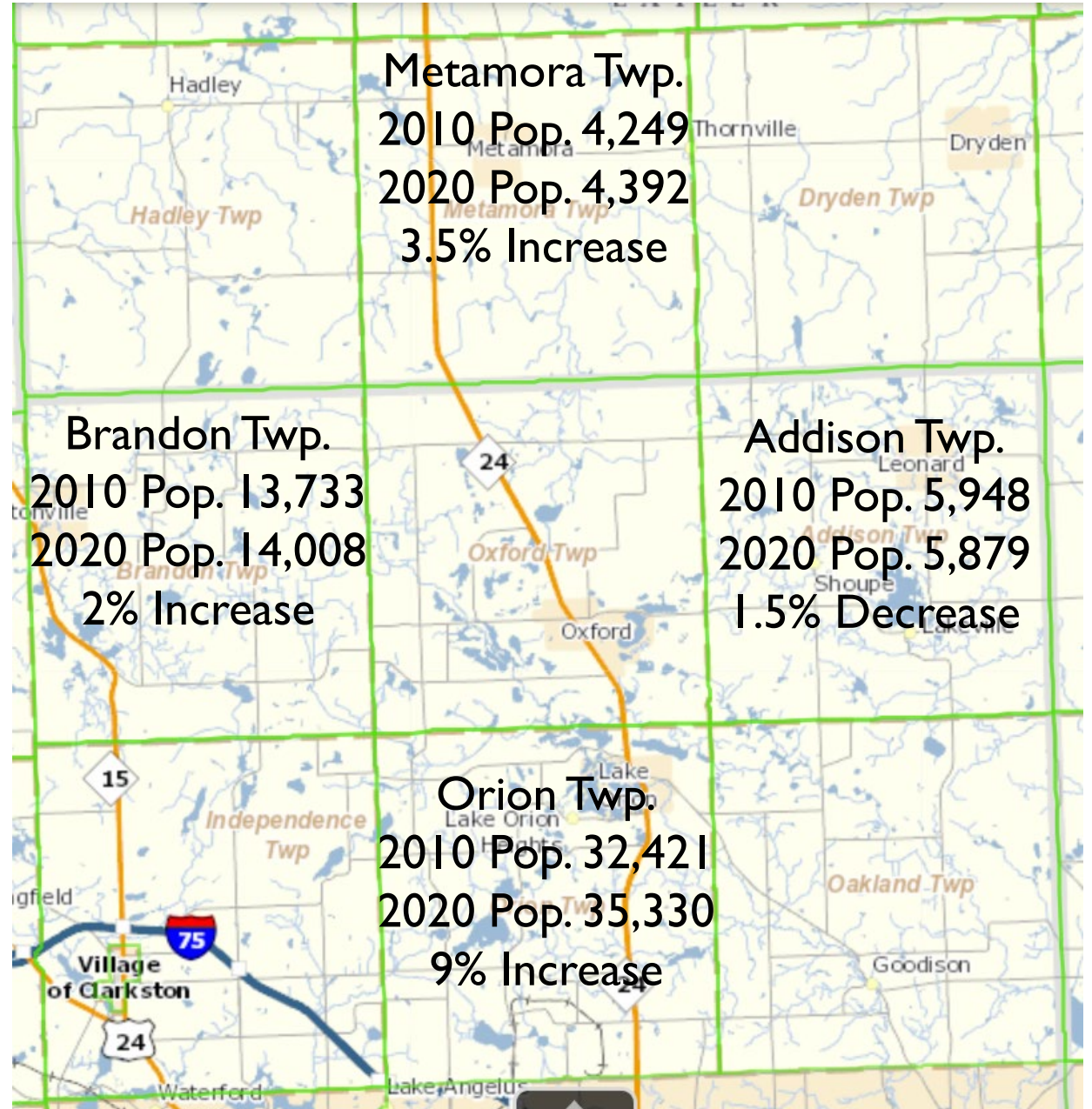
Map created on December 6, 2022

EXISTING LAND USE CHANGE 2015-2020

Land Use Change 2015-2020	Acres 2015	Acres 2020	Change 2015-2020	Percent
Single-Family Residential	2,296.30	2,512.80	216.5	9.40%
Attached Condo Housing	95.6	77.7	-17.9	-18.70%
Multi-Family Housing	41.5	58	16.5	39.80%
Mobile Home	229.7	229.7	0	0%
Agricultural/Rural Residential	8,562.30	8,358.20	-204.1	-2.40%
Mixed Use	1.4	8.9	7.5	549.40%
Retail	74.3	73.4	-0.9	-1.20%
Office	43.3	46.3	3	7%
Hospitality	20.4	17.6	-2.8	-13.90%
Medical	228.9	210.8	-18.1	-7.90%
Institutional	260.6	275.7	15.1	5.80%
Industrial	246.2	253.8	7.7	3.10%
Recreational/Open Space	1,152.50	1,153.60	1.1	0.10%
Golf Course	729.7	729.7	0	0%
Parking	2.6	2.6	0	0%
Extractive	2,764.50	2,764.50	0	0%
TCU	232.4	232.4	0	0%
Vacant	2,614	2,643.60	29.7	1.10%
Water	1,092.30	1,092.30	0	0%
Not Parceled	983.2	929.9	-53.3	-5.40%

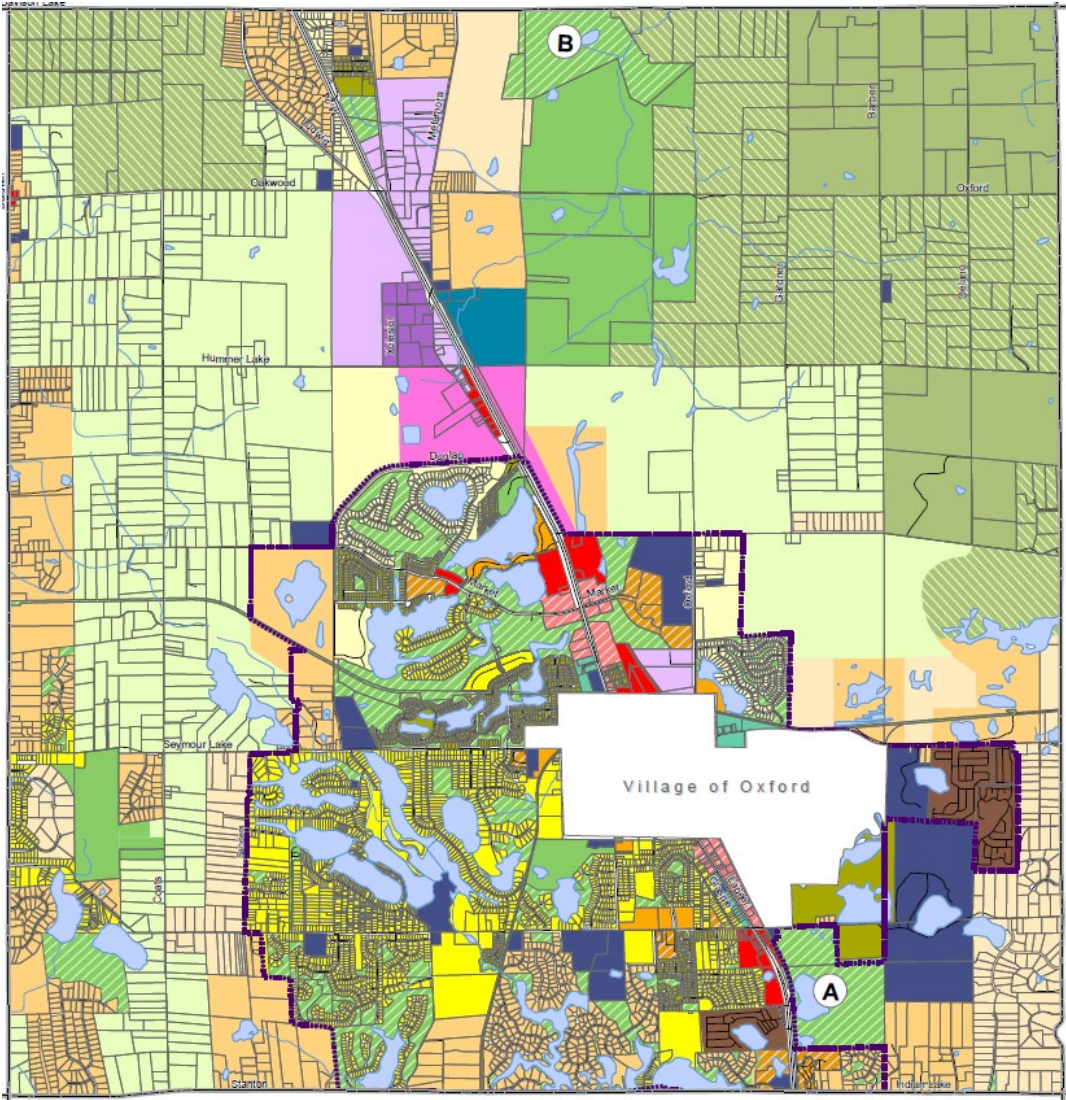
THIS IS OXFORD TOWNSHIP'S NEIGHBORS

Neighboring Township Population Change 2010-2020



2019 Future Land Use Map

IS THIS OXFORD TOWNSHIP?



- Public Park/Conservation
- Private Park/Conservation
- Hunt Country Agricultural - 20 acres
- Hunt Country Estates - 10 acres
- Acreage Estates - 5 acres
- Rural Residential - 2.5 acres
- Suburban Residential - 1 acre
- Village Residential - 25,000 sq. ft.
- Village Residential - 12,000 sq. ft.
- Village Residential - 9,000 sq. ft.
- Multiple Family Medium Density
- Multiple Family High Density
- Mobile Home Park
- Industrial /Commercial Mixed Use
- Village Mixed-Use
- Village Commercial
- Office/Service
- Research/Office
- Public/Institutional
- Light Industrial
- General Industrial
- Primary Urban Service Area

Alternative Future Land Use

- A Rural Residential
- B Hunt Country Estates

2019 Future Land Use Map

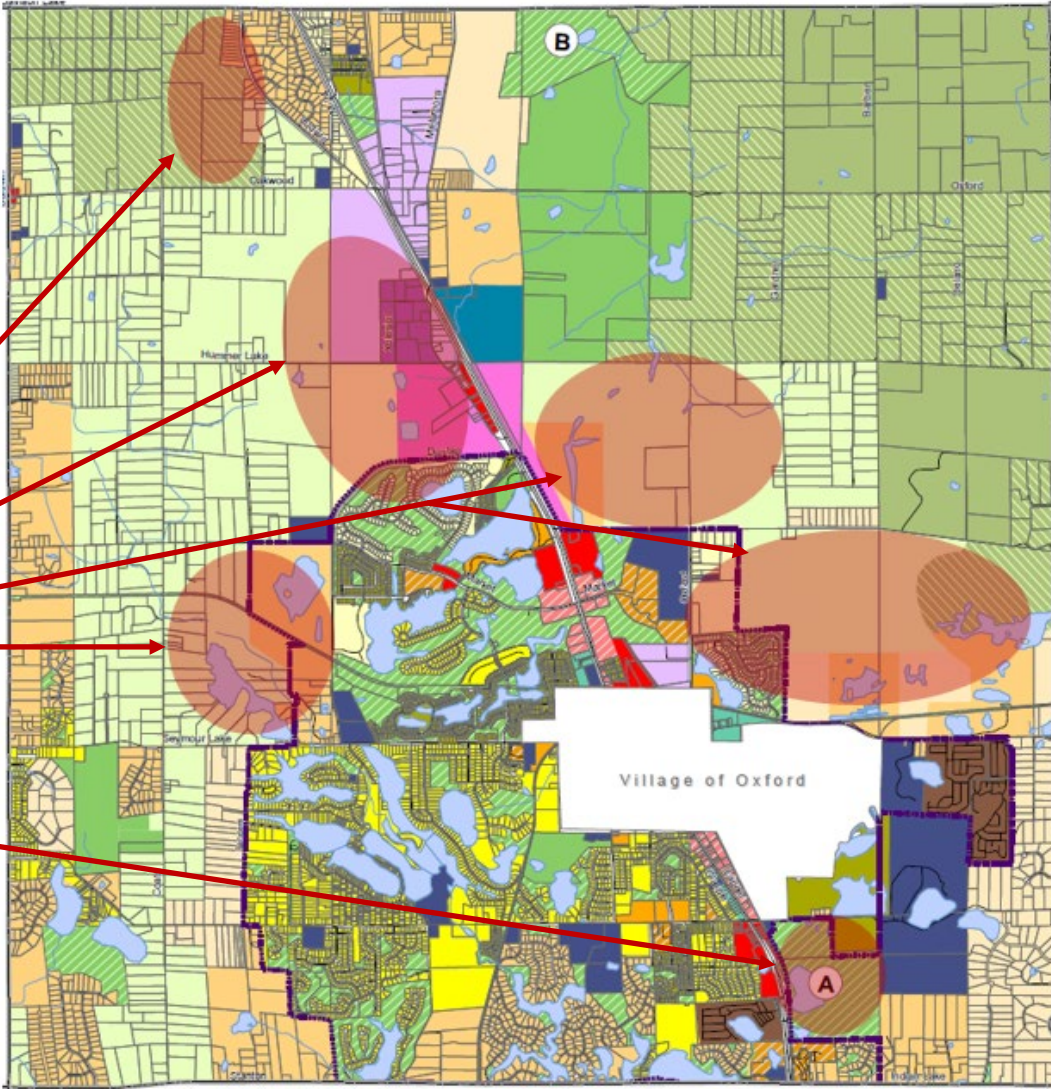
Residential Development Interest over 5-15 years

IS THIS OXFORD TOWNSHIP?

Current Extractive Operations

Current Recreation Operations

Other Areas of Possible Development?



- Public Park/Conservation
 - Private Park/Conservation
 - Hunt Country Agricultural - 20 acres
 - Hunt Country Estates - 10 acres
 - Acreage Estates - 5 acres
 - Rural Residential - 2.5 acres
 - Suburban Residential - 1 acre
 - Village Residential - 25,000 sq. ft.
 - Village Residential - 12,000 sq. ft.
 - Village Residential - 9,000 sq. ft.
 - Multiple Family Medium Density
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 - Mobile Home Park
 - Industrial /Commercial Mixed Use
 - Village Mixed-Use
 - Village Commercial
 - Office/Service
 - Research/Office
 - Public/Institutional
 - Light Industrial
 - General Industrial
 - Primary Urban Service Area
- Alternative Future Land Use**
- (A) Rural Residential
 - (B) Hunt Country Estates

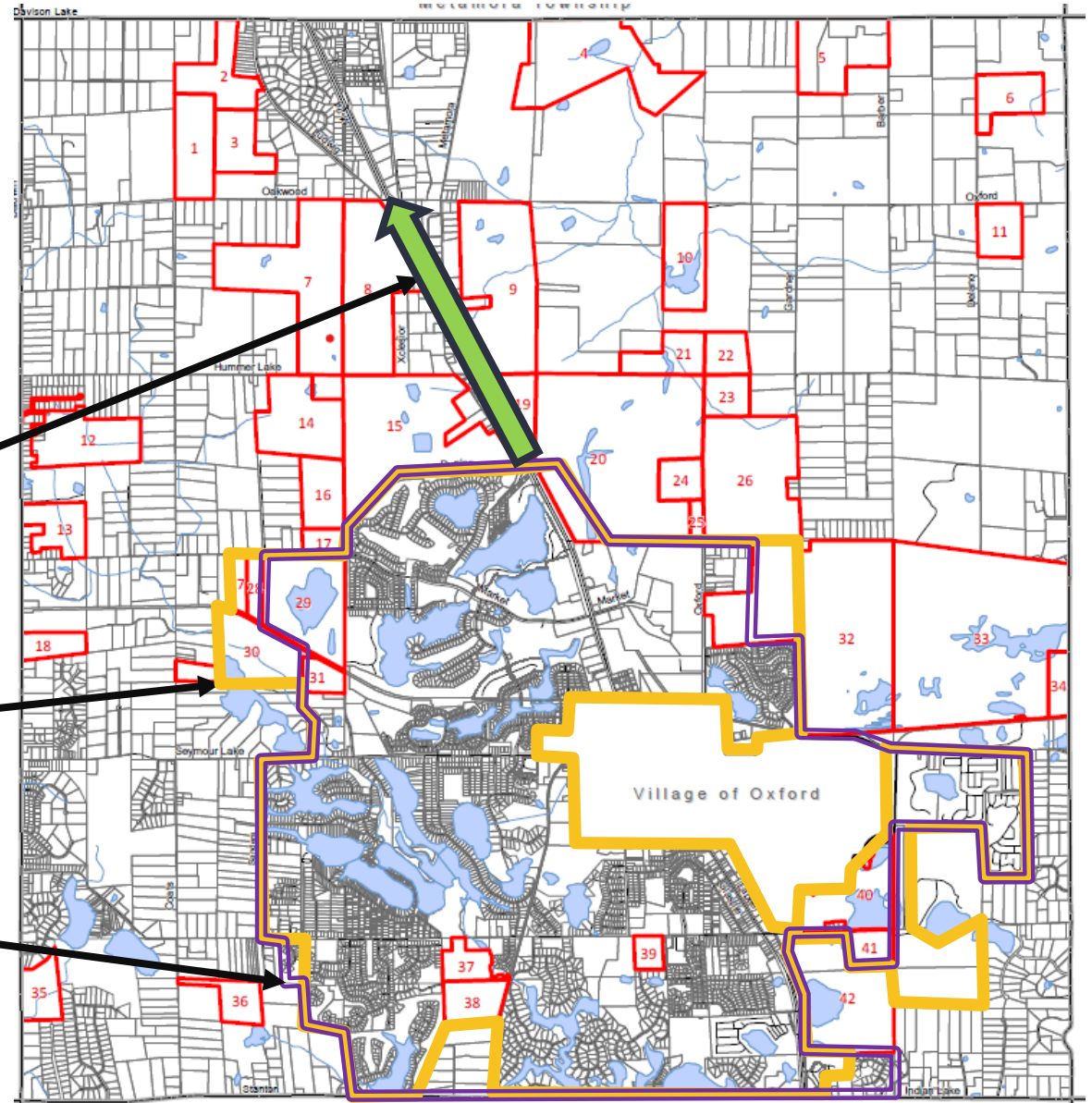
Existing and Future Water & Sewer Service / Potential New Development Parcels

IS THIS OXFORD TOWNSHIP?

Anticipated Water/Sewer Service Expansion over 15 years

Existing Water/Sewer Service

Primary Urban Service Area



BRAINWRITING

What are the “whats” that must be in the Master Plan?

What is important to our community?

Why are these issues important?

What do we need to do?

One idea per sticky note

VOTING

Whats

COMMUNITY ENGAGEMENT

Steering Committee

Content for Township Webpage & Social Media

On-line Survey

Pop up Exercises

Focus Groups

Community Workshop

NEXT STEPS

Our recommendation: Comprehensive Update

Township Board Authorization of funds

ITEM 11c – COMMUNITY ENGAGEMENT STEERING COMMITTEE

The purpose of the Steering Committee is to advise and assist with the community engagement element of the Master Plan process. Specifically, the Steering Committee will:

- Assist in developing community engagement activities – on-line survey, pop-up activities, focus groups, community meetings.
- Promote and participate in community engagement activities.
- Review graphics/images for the various Master Plan drafts – colors, fonts, logo, etc.
- Review the final Master Plan draft and make recommendations to the Planning Commission.
- Serve as ongoing champions of the plan during the planning process and implementation.

The Master Plan process will occur between now and December 2024. Within that period, the commitment as a Steering Committee member will be:

- 5 meetings (October, November, December, January & April/May)
- 2-3 community events

The Steering Committee will be led by the Township’s Planning Consultant, Carlisle|Wortman Associates. Megan Masson-Minock will serve as the Chairperson of the Committee.

Proposed members of the Steering Committee will be confirmed at the October 12, 2023, Planning Commission meeting.

The first meeting of the Steering Committee will be held on Tuesday, October 17, 2023, at Township Hall.

MOTION TO APPROVE COMMUNITY ENGAGEMENT STEERING COMMITTEE OF THE PLANNING COMMISSION

APPOINTMENT OF MEGAN MASSON-MINOCK, CARLISLE/WORTMAN ASSOCIATES, WILL SERVE AS CHAIRPERSON OF THE COMMITTEE UNTIL 12/31/2024.

MEMBERSHIP OF THE STEERING COMMITTEE WILL BE CONFIRMED AT PLANNING COMMISSION MEETING ON OCTOBER 12, 2024.