

CHARTER TOWNSHIP OF OXFORD PLANNING COMMISSION REGULAR MEETING  
THURSDAY, OCTOBER 9, 2025

A regular meeting of the Charter Township of Oxford Planning Commission was held Thursday, October 9, 2025, at the Oxford Township Meeting Room, 300 Dunlap Road, Oxford, Michigan 48371.

The meeting was called to order by Chair Bailey at 6:30 p.m.

**RESPECTS TO THE FLAG**

**NOTING OF THE ROLL**

Members Present: **Ryan Austin, Don Wloszek, Patti Durr, Mark Blankenship, David Wagner (arrived at 6:53 p.m.), Korey Bailey**

Members Absent: Bob Turner

Also Present: Township Planner Matteo Passalacqua, Planning & Zoning Executive Assistant Cheryl Lotan, Recording Secretary Susan McCullough, one OCTV camera operator, and no attendees.

**APPROVAL OF AGENDA**

Commissioner Blankenship moved, Commissioner Austin seconded, to approve the Charter Township of Oxford regular Planning Commission agenda for Thursday, October 9, 2025, as presented.

Ayes: 5      Nays: 0      Absent: 2

Motion Carried.

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

**APPROVAL OF MINUTES**

**Planning Commission Regular Meeting – August 28, 2025**

Commissioner Blankenship moved, Commissioner Wloszek seconded, to approve the minutes of the regular Planning Commission meeting for August 28, 2025, 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 6:34 p.m.

There being no public comment, public comment ended at 6:34 p.m.

**COMMISSIONERS' COMMENTS**

Commissioner Wloszek disclosed that he had received an email from his HOA regarding the proposed Aldi and its location on the property. He stated that he was not involved in the discussion but was surprised that the HOA had that information. He wanted to be transparent that as a resident of Waterstone, he had received that information.

**PUBLIC HEARINGS**

Chair Bailey reviewed the order of proceedings for the public hearings.

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**Zoning Ordinance Text Amendments to Update Article 5, Section 3**

The purpose of the public hearing is to receive public comments regarding Zoning Ordinance text amendments to update Article 5, Section 3 to allow for the outdoor display and sale of goods at auto convenience marts.

Presentation by the Petitioner

The petition was presented by **Matteo Passalacqua, Carlisle|Wortman Associates, Inc., 117 North First Street, Suite 70, Ann Arbor, MI.**

Open Public Hearing

Commissioner Blankenship moved, Commissioner Wloszek seconded, to open the public hearing at 6:47 p.m.

Ayes: 5                      Nays: 0                      Absent: 2  
Motion Carried.

Close Public Hearing

There being no comment, Commissioner Blankenship moved, Commissioner Durr seconded, to close the public hearing at 6:47 p.m.

Ayes: 5                      Nays: 0                      Absent: 2  
Motion Carried.

Comments from Township Consultants and Staff

Township Planner Passalacqua was available to answer any questions of the Commission regarding the proposed amendments.

Review of Correspondence

No correspondence was received regarding the proposed text amendments.

Commissioner Discussion

The Commission discussed the proposed text amendments.

Motion

Commissioner Blankenship moved, Commissioner Durr seconded, to recommend approval of the proposed Amendments to Article 5, Section 3 of the Township Zoning Ordinance to the Oxford Township Board of Trustees.

Roll call:

Ayes: Austin, Wloszek, Durr, Blankenship, Bailey

Nays: None

Absent: Turner, Wagner

Motion Carried.

**Zoning Ordinance Text Amendments to Update Article 6, Section 2**

The purpose of the public hearing is to receive public comments regarding Zoning Ordinance text amendments to update Article 6, Section 2 to provide regulations for accessory solar panel and related battery storage equipment as accessory structures in all zoning districts.

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Presentation by the Petitioner

The petition was presented by **Matteo Passalacqua, Carlisle|Wortman Associates, Inc., 117 North First Street, Suite 70, Ann Arbor, MI.**

*Commissioner Wagner arrived at 6:53 p.m.*

Open Public Hearing

Commissioner Blankenship moved, Commissioner Wloszek seconded, to open the public hearing at 6:57 p.m.

Ayes: 6                      Nays: 0                      Absent: 1

Motion Carried.

Close Public Hearing

There being no comment, Commissioner Blankenship moved, Commissioner Wloszek seconded, to close the public hearing at 6:58 p.m.

Ayes: 6                      Nays: 0                      Absent: 1

Motion Carried.

Comments from Township Consultants and Staff

Township Planner Passalacqua was available to answer any questions of the Commission regarding the proposed amendments.

Review of Correspondence

No correspondence was received regarding the proposed text amendments.

Commissioner Discussion

The Commission discussed the proposed text amendments.

Motion

Commissioner Wloszek moved, Commissioner Austin seconded, to recommend approval of the proposed amendments to update Article 6, Section 2 of the Township Zoning Ordinance to the Oxford Township Board of Trustees.

Roll call:

Ayes: Blankenship, Durr, Austin, Wagner, Wloszek, Bailey

Nays: None

Absent: Turner

Motion Carried.

**Zoning Ordinance Text Amendments to Update Article 6, Section 15**

The purpose of the public hearing is to receive public comments regarding Zoning Ordinance text amendments to update Article 6, Section 15, to allow the Building Official to extend an outdoor temporary sales permit for up to an additional 90 days.

Presentation by the Petitioner

The petition was presented by **Matteo Passalacqua, Carlisle|Wortman Associates, Inc., 117 North First Street, Suite 70, Ann Arbor, MI.**

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Open Public Hearing

Commissioner Blankenship moved, Commissioner Wagner seconded, to open the public hearing at 7:05 p.m.

Ayes: 6                      Nays: 0                      Absent: 1

Motion Carried.

Close Public Hearing

There being no comment, Commissioner Blankenship moved, Commissioner Wagner seconded, to close the public hearing at 7:06 p.m.

Ayes: 6                      Nays: 0                      Absent: 1

Motion Carried.

Comments from Township Consultants and Staff

Township Planner Passalacqua was available to answer any questions of the Commission regarding the proposed amendments.

Review of Correspondence

No correspondence was received regarding the proposed text amendments.

Commissioner Discussion

The Commission discussed the proposed text amendments.

Motion

Commissioner Blankenship moved, Commissioner Wagner seconded, to recommend approval of the proposed amendments to update Article 6, Section 15 of the Township Zoning Ordinance to the Oxford Township Board of Trustees.

Roll call:

Ayes: Wloszek, Blankenship, Wagner, Durr, Austin, Bailey

Nays: None

Absent: Turner

Motion Carried.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

**Discussion of Accessory Dwelling Units**

The Commission discussed accessory dwelling units.

**COMMUNICATIONS AND/OR COMMITTEE REPORTS**

**Economic Development Committee**

None.

**Ordinance Review Committee**

Planner Passalacqua provided an update on ongoing and upcoming projects. The ORC will meet next week.

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**PLANNER/ENGINEER REPORTS**

**Planner – Carlisle/Wortman**

Planner Passalacqua provided a brief update on ongoing and upcoming projects.

**Engineer – Sharpe Engineering**

A copy of Engineer Sharpe's written update for October 2025 was included in the packet.

**ADJOURNMENT**

Commissioner Blankenship moved, Commissioner Wagner seconded, to adjourn the meeting at 7:42 p.m.

Ayes: 6      Nays: 0      Absent: 1

Motion Carried.

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Korey Bailey, Chair

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Donald Wloszek, Secretary

Date approved: October 23, 2025

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