

CHARTER TOWNSHIP OF OXFORD ZONING BOARD OF APPEALS MEETING,
FEBRUARY 9, 2026

A Meeting of the Charter Township of Oxford Zoning Board of Appeals was held Monday, February 9, 2026 at the Oxford Township Clara J. Sanderson Meeting Room, 300 Dunlap Road, Oxford, MI 48371.

RESPECTS TO THE FLAG

NOTING OF ROLL

Members Present: **Birch, Walters, Ferrari, Bailey, Butler**

Members Absent: None.

Also Present: Recording Secretary McCullough, one OCTV cameraperson, the applicants and nine (9) attendees.

The meeting was called to order by Chairperson Butler at 7:00 p.m.

APPROVAL OF THE AGENDA

Board Member Ferrari moved, Board Member Birch seconded, to approve the February 09, 2026 agenda as presented.

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

APPROVAL OF MINUTES

Regular Minutes – May 12, 2025

Board Member Ferrari moved, Board Member Walters seconded, to approve the May 12, 2025 regular meeting minutes, as presented.

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

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

No residents spoke during public comment.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Election of Officers

Chairperson

Board Member Bailey nominated Board Member Walters as Chairperson.

Board Member Butler seconded the nomination.

Board Member Walters accepted the nomination.

As there were no other nominations, Board Member Walters will serve as Chairperson for 2026 by unanimous consent.

Vice-Chairperson

Board Member Ferrari nominated Board Member Butler as Vice-Chairperson.

Board Member Walters seconded the nomination.

Board Member Butler accepted the nomination.

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As there were no other nominations, Board Member Butler will serve as Vice-Chairperson for 2026 by unanimous consent.

Secretary

Board Member Ferrari nominated Board Member Bailey as Secretary.

Board Member Butler seconded the nomination.

Board Member Bailey accepted the nomination.

As there were no other nominations, Board Member Bailey will serve as Secretary for 2026 by unanimous consent.

Case 26-ZBA-001 – Colleen Ciak, Applicant, 580 Maloney Ave., Oxford, MI

The subject property is located at 580 Maloney Ave., Oxford, MI 48371, Parcel No. 04-28-303-004.

The applicant is seeking the following variances:

1. A variance from Section 3.7.N. of the Oxford Township Zoning Ordinance to allow for a principal structure to be 6.5 feet from the east side property line and 3.6 feet from the west side property line for a total sum of each side yard to be 10.1 feet instead of the required 12.5 feet.
2. A variance from Section 3.7 of the Oxford Township Zoning Ordinance to allow for a principal structure to be 10.8 feet from the front property line instead of the required 25 feet.

Chairperson Walters explained the meeting procedure.

Colleen and Jason Ciak, 580 Maloney Ave., Oxford, MI presented the request and was available to answer any questions from the Board.

The Board referenced the review dated 01/14/2026 from Carlisle|Wortman Associates, Inc.

Chairperson Walters opened the public hearing at 7:11 p.m.

Jerry and Pat Ciak, 584 Maloney, spoke in support of the requested variances.

Secretary Bailey read one item of correspondence into the record:

- Ralph and Teresa Nikkel, 537 Maloney Ave. dated 02/06/2026

Hearing no further public comments, Chairperson Walters closed the public hearing at 7:14 p.m.

FINDINGS OF FACT

The Board of Appeals shall make a Finding of Fact based upon competent evidence that the requirements of *Section 17.8, subsection C.(1) through (5) have been met. [Article XXVII, Section 17.8 C.]*

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Neither the nonconforming use of neighboring lands, structures, or buildings in the same district, nor either the permitted or nonconforming use of lands, structures, or buildings in any other district(s) shall be considered grounds for the issuance of a variance.

SECTION 17.8 – SUBSECTION C(1):

1. Strict compliance with restrictions governing area, setback, frontage, height, bulk, density, or other non-use matters, will unreasonably prevent the owner from using the property for a permitted purpose or will render ordinance conformity unnecessarily burdensome.
 - Variance Request 1 – The Board finds that this standard does apply.
 - Variance Request 2 – The Board finds that this standard does not apply.
2. The variance will do substantial justice to the applicant, as well as to other property owners.
 - Variance Request 1 – The Board finds that this standard does apply. The variance would do justice to the applicant. The removal of the existing shed that is on the property line would do justice to the adjacent property owner.
 - Variance Request 2 – The Board finds that this standard does not fully apply. The requested variance would not do substantial justice to the other property owners.
3. A lesser variance than requested will not give substantial relief to the applicant and will not be more consistent with justice to other property owners.
 - Variance Request 1 – The Board finds that this standard does apply.
 - Variance Request 2 – The Board finds that this standard does not apply. The applicant could reduce the size of the garage; therefore reducing the amount of the variance needed to place a garage on the property.
4. The need for the variance is due to the unique circumstances peculiar to the property and not generally applicable in the area or to other properties in the same zoning district.
 - Variance Request 1 – The Board finds that this standard does apply. The size and shape of the lot make the property unique.
 - Variance Request 2 – The Board finds that this standard does apply. The size and shape of the lot make the property unique.
5. The problem and resulting need for the variance has not been self-created by the applicant and/or the applicant's predecessors.
 - Variance Request 1 – The Board finds that this standard does not apply. The need for the variance is self-created.
 - Variance Request 2 – The Board finds that this standard does not apply. The need is self-created because the length of the garage exceeds the length necessary to park a normal vehicle.

Board Member Butler moved, Board Member Bailey seconded, regarding 26-ZBA-001 (Colleen Ciak), 580 Maloney Ave., Oxford, MI (Parcel No. 04-28-303-004), to approve the following variance to:

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Section 3.7.N. of the Oxford Township Zoning Ordinance to allow for a principal structure to be 6.5 feet from the east side property line and 3.6 feet from the west side property line for a total sum of each side yard to be 10.1 feet instead of the required 12.5 feet.

This is based on the public hearing and discussion within the Findings of Fact listed above.

Roll call:

Ayes: Bailey, Butler, Ferrari, Birch, Walters

Nays: None

Absent: None

Motion Carried.

Board Member Ferrari moved, Board Member Birch seconded, regarding 26-ZBA-001 (Colleen Ciak), 580 Maloney Ave., Oxford, MI (Parcel No. 04-28-303-004), to deny the following variance to:

Section 3.7 of the Oxford Township Zoning Ordinance to allow for a principal structure to be 10.8 feet from the front property line instead of the required 25 feet.

This is based on the public hearing and discussion within the Findings of Fact listed above.

Roll call:

Ayes: Ferrari, Birch, Bailey, Butler, Walters

Nays: None

Absent: None

Motion Carried.

Case 26-ZBA-002 – G&B Aequitas, LLC, Applicant, 215 Plexus Dr., Oxford, MI

The subject property is located at 215 Plexus Dr., Oxford, MI 48371, Parcel No. 04-09-127-013.

The applicant is proposing a lot division and combination for three parcels to become two parcels with a private road included in one of the parcels and access granted to the other parcel.

The following variance is requested:

A variance from Oxford Township Zoning Ordinance Section 3.7 to allow the minimum lot width to be 40.99 feet instead of the minimum lot width of 150 feet.

Mary-Claire Petcoff, Williams, Williams, Rattner & Plunkett, P.C., 380 N. Old Woodward, Suite 300, Birmingham, MI 48009, representing the applicant, presented the request and was available to answer any questions from the Board.

Vice Chairperson Butler disclosed his professional relationship with Williams, Williams, Ratner & Plunkett, P.C.

Chairperson Walters explained the meeting procedure.

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The Board referenced the review dated 01/16/2026 from Carlisle|Wortman Associates, Inc.

Chairperson Walters opened the public hearing at 7:50 p.m.

Michael Stetson, Greg Johnston, and Jeff Goins, Thermovac, 201 W. Oakwood, Oxford, MI 48371 spoke in support of the requested variance.

No correspondence was received regarding this request.

Hearing no further public comments, Chairperson Walters closed the public hearing at 7:54 p.m.

FINDINGS OF FACT

The Board of Appeals shall make a Finding of Fact based upon competent evidence that the requirements of *Section 17.8, subsection C.(1) through (5) have been met. [Article XXVII, Section 17.8 C.]*

Neither the nonconforming use of neighboring lands, structures, or buildings in the same district, nor either the permitted or nonconforming use of lands, structures, or buildings in any other district(s) shall be considered grounds for the issuance of a variance.

SECTION 17.8 – SUBSECTION C(1):

1. Strict compliance with restrictions governing area, setback, frontage, height, bulk, density, or other non-use matters, will unreasonably prevent the owner from using the property for a permitted purpose or will render ordinance conformity unnecessarily burdensome.
 - The Board finds that this standard does apply.
2. The variance will do substantial justice to the applicant, as well as to other property owners.
 - The Board finds that this standard does apply. The requested variance would do justice to the applicant, as well as adjacent properties because it cleans up the area.
3. A lesser variance than requested will not give substantial relief to the applicant and will not be more consistent with justice to other property owners.
 - The Board finds that this standard does apply.
4. The need for the variance is due to the unique circumstances peculiar to the property and not generally applicable in the area or to other properties in the same zoning district.
 - The Board finds that this standard does apply. The property is unique.
5. The problem and resulting need for the variance has not been self-created by the applicant and/or the applicant's predecessors.
 - The Board finds that this standard does apply.

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Board Member Ferrari moved, Board Member Butler seconded, regarding 26-ZBA-002 (G&B Aequitas, LLC), 215 Plexus Dr., Oxford, MI (Parcel No. 04-09-127-013), G&B Aequitas, LLC is proposing a lot division and combination for three parcels to become two parcels with a private road included in one of the parcels and access granted to the other parcel. Applicant is seeking a variance from:

Oxford Township Zoning Ordinance Section 3.7 to allow the minimum lot width to be 40.99 feet instead of the minimum lot width of 150 feet.

This is based on the public hearing and discussion within the Findings of Fact listed above.

Roll call:

Ayes: Bailey, Butler, Birch, Ferrari, Walters

Nays: None

Absent: None

Motion Carried.

BOARD MEMBER COMMENTS

The Board welcomed new Chairperson Walters for 2026 and newly appointed member, Treasurer Ferrari.

ADJOURNMENT

Board Member Butler moved, Board Member Bailey seconded, to adjourn the meeting at 8:02 p.m.

Ayes: 5 Nays: 0 Absent: 0

Motion Carried.

Todd Walters
Todd Walters, Chairperson

Korey Bailey
Korey Bailey, Secretary

Approved:
/smm