

CHARTER TOWNSHIP OF OXFORD PLANNING COMMISSION REGULAR MEETING
THURSDAY, MARCH 26, 2026

A regular meeting of the Charter Township of Oxford Planning Commission was held Thursday, March 26, 2026, at the Oxford Township Clara J. Sanderson 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, Robert Turner, Don Wloszek, Mark Blankenship, David Wagner, Korey Bailey**

Members Absent: Patti Durr

Also Present: Township Planner Matteo Passalacqua, Township Planner Benny Bono, Building Official Tim London, Recording Secretary Susan McCullough, one OCTV camera operator, 8 attendees.

APPROVAL OF AGENDA

Commissioner Wagner moved, Commissioner Austin seconded, to approve the Charter Township of Oxford regular Planning Commission agenda for Thursday, March 26, 2026, as presented.

Ayes: 6 Nays: 0 Absent: 1
Motion Carried.

CONFLICTS OF INTEREST/EX-PARTE CONTACT

Commissioner Austin stated that he has a conflict which he will elaborate on during item 10.C. under New Business.

APPROVAL OF MINUTES

Planning Commission Regular Meeting – March 12, 2026

Commissioner Wagner moved, Commissioner Turner seconded, to approve the minutes of the regular Planning Commission meeting for March 12, 2026 as presented.

Ayes: 6 Nays: 0 Absent: 1
Motion Carried.

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

Public comment began at 6:32 p.m.

No one spoke during public comment.

Public comment ended at 6:32 p.m.

COMMISSIONERS' COMMENTS

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Amended Final Site Plan – Lot 1 North Oakland Woods Split. Applicant: Damena NOW LLC, 2612 Invitational Dr., Oakland, MI 48363, Parcel No. P-04-36-201-001

The applicant is requesting a lot split approval for the parent parcel located in a SF-1 zoning district at the western side of Shephard Lane and Larkspur Lane. The proposed split is part of an approved residential condominium site plan which must be reviewed and approved by the Planning Commission. The parent parcel is 5.93 gross acres and contains a portion of Grampian Lake.

The lot currently includes a single-family home and three accessory structures, one of which is a barn. The applicant is proposing to divide the lot into two (2) parcels with Parcel A being 3.36 gross acres (3.05 net) and Parcel B being 2.58 gross acres (2.52 net). Parcel A currently hosts a single-family home. Parcel B hosts a barn and additional accessory structures, which the applicant states are to be removed. Applicant has already obtained a demolition permit and begun removing the structures.

Miki Matoski, Damena NOW LLC, 2612 Invitational Dr., Oakland Twp., MI 48363, was available to answer any questions of the Commission.

Commissioner Wagner moved, Commissioner Austin seconded, to approve the amended final site plan for the proposed creation of a new condominium unit on Lot 1, North Oakland Woods Parcel No. 04-36-201-001 located in zoning district SF-1 (Suburban Farms) at the western side of Shephards Lane and Larkspur Lane. The following conditions will apply, completion of which will be approved by Township administration: 1) Township Engineer to confirm accurate legal descriptions have been provided; 2) Township Assessing to confirm available split; 3) Demolition of the accessory structures must occur prior to recording the lot split with Oakland County; and 4) All stated deficiencies in reports submitted by Township consultants, the Township Fire Department and Township administration will be addressed.

Roll call:

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

Nays: None

Absent: Durr

Motion Carried.

Commission Wagner moved, Commissioner Blankenship seconded, to approve the Second Amendment to the Master Deed of North Oakland Woods Condominium, as submitted.

Roll call:

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

Nays: None

Absent: Durr

Motion Carried.

Installation of Controlled Access Gate for North Oakland Woods Subdivision across Larkspur Lane – Applicant: James Doetsch, 1288 Shephards Lane, Oxford, MI 48371

The applicant is requesting to install a controlled access gate across Larkspur Lane. The gate is meant to detour vehicle traffic from using Larkspur Lane as a cut-through from East Drahner Road to Barr

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Road. The gate would be located approximately 80 feet back from the Barr Road asphalt apron. It would be controlled via two keypads on both sides of the gate. A Knox key switch is proposed to be installed as part of the gate for emergency vehicles access. Electricity for the gate will be provided via an easement between the homeowners' association and the owners of 1587 Larkspur Lane.

James Doetsch, 1288 Shephards Lane, Oxford, MI 48371 and HOA representative for North Oakland Woods Subdivision was available to answer any questions of the Commission.

Commissioner Wagner moved, Commissioner Austin seconded, to table this item until a future meeting.

Ayes: 6 Nays: 0 Absent: 1

Motion Carried.

Amended Final Site Plan – Barron Industries. Applicant: H&S United Construction LLC, PO Box 320052, Flint, MI 48532, Parcel No. P-04-04-376-006, 3020 Adventure Lane

Commissioner Austin requested to be allowed to abstain from discussion, deliberation and action on this matter because of a perceived and/or actual financial interest.

Commissioner Wagner moved, Commissioner Blankenship seconded, to allow Commissioner Austin to abstain from discussion, deliberation and action on this item because of a perceived and/or actual financial interest.

Ayes: 6 Nays: 0 Absent: 1

Motion Carried.

Commissioner Austin left the dais and the meeting room.

On February 26, 2026 the applicant submitted an amended final site plan. The complete modifications are as follows:

1. Site drainage has been redirected to an existing basin at the western portion of the site, eliminating previously proposed retention ponds.
2. The reduction of one parking space to accommodate a new transformer.
3. The relocation of the septic field which requires the removal of mature trees.

The applicant is further requesting approval for the following:

1. Removal of the 8' concrete safety path along Oakwood Road. The applicant has received the recommendation of the Safety Path Committee to be allowed to provide a payment in lieu option.
2. A reduction in the overall site landscaping is requested:
 - a. No general landscaping trees as opposed to the required eleven (11) trees;
 - b. Modified waivers for further reducing landscaping adjacent to roads;
 - c. Modified waivers for further reducing greenbelt landscaping.

Landscaping standards require a total of 94 trees and 175 shrubs for the site. At the time of Final Site Plan approval, the applicant was granted a waiver reducing this requirement to 69 trees and 134 shrubs. With the proposed Final Site Plan amendments, the applicant is now requesting approval for 43 trees and 15 shrubs to count toward the required landscaping standards.

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Greg Barron, 215 Plexus Drive, Oxford, MI 48371 and Rade Beslac, Fenton Land Surveying & Engineering, Inc., 14165 N. Fenton Road, Suite 101A, Fenton, MI 48430, were available to answer any questions of the Commission.

Commissioner Wagner moved, Commissioner Blankenship seconded, to recommend to the Township Board approval of the applicant's request to provide payment in lieu of constructing the safety path along Oakwood Road.

Roll call:

Ayes: Wloszek, Blankenship, Wagner, Turner, Bailey

Nays: None

Absent: Durr

Abstain: Austin

Motion Carried.

Commissioner Blankenship moved, Commissioner Wloszek seconded, to approve all requested landscaping waivers.

Roll call:

Ayes: Turner, Wloszek, Blankenship, Bailey

Nays: Wagner

Absent: Durr

Abstain: Austin

Motion Carried.

Commissioner Wagner moved, Commissioner Blankenship seconded, to approve the amended final site plan for Barron Industries, 3020 Adventure Lane, Parcel No. 04-04-376-006 with the following conditions, completion of which will be approved by Township administration : 1) Revised engineering plans will be required to be reviewed and approved administratively by the Township Engineer; and 2) All stated deficiencies in reports submitted by Township consultants, the Township Fire Department and Township administration will be addressed.

Roll call:

Ayes: Wagner, Blankenship, Wloszek, Turner, Bailey

Nays: None

Absent: Durr

Abstain: Austin

Motion Carried.

Following the motions, Commissioner Austin returned to the meeting room and the dais.

COMMUNICATIONS AND/OR COMMITTEE REPORTS

Ordinance Review Committee

Planner Passalacqua provided an update on the work of the Ordinance Review Committee.

PLANNER/ENGINEER REPORTS

Planner – Carlisle|Wortman

Planner Passalacqua provided an update on ongoing and upcoming projects.

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Engineer – Sharpe Engineering

A copy of Engineer Sharpe’s written update for February 2026 was included in the packet for the March 12, 2026 Planning Commission meeting

ADJOURNMENT

Commissioner Turner moved, Commissioner Wagner seconded, to adjourn the meeting at 8:17 p.m.

Ayes: 6 Nays: 0 Absent: 1

Motion Carried.

Korey Bailey

Korey Bailey, Chair

David Wagner

David Wagner, Secretary

Date approved: May 14, 2026
smm