

Holly Township
Planning Commission - Regular Meeting
Minutes of September 8, 2008

Call to Order: Chairperson George Barton called the September 8, 2008 regular meeting of the Holly Township Planning Commission to order at or about 7:00 p.m. at the Holly Township Hall, 102 Civic Drive, Holly, Michigan, 48442.

Roll Call:

Commissioners Present:

George Barton, Chairperson
Rick Stevens
Bill Angus
Mark McHalpine
LaLaine Kilbourn
Ted Gurski
Steve Ruth

Staff Present:

Laura DeVault, Zoning Administrator

Others Present:

Brian Oppmann, Carlisle/Wortman

Agenda Approval:

Commissioner LaLaine Kilbourn noted the following corrections for the Agenda: Proposed Agenda date should read September 8, 2008. The next scheduled meeting should read October 13, 2008.

Zoning Administrator Laura DeVault indicated the next regular meeting for the Planning Commission has been published as October 20, 2008. The meeting date was moved from the 13th of October, it being Columbus Day, and the Township is closed for business that day.

Chairperson Barton stated it should be published back to the 2nd Monday in order to have a public hearing for the Master Plan on that date. The Planning Commission is trying to get the Master Plan done by the end of the year.

Administrator DeVault noted the Board of Trustees would have to approve the Master Plan for distribution before the Public Hearing and she's informed the Clerk it should be ready in November.

- **Commissioner LaLaine Kilbourn moved to approve the September 8, 2008 Agenda, as amended. Commissioner Mark McHalpine supported the motion. A voice vote was taken; all those present voted yes; the motion carried.**

Public Hearings: No Public Hearings.

Approval of Minutes:

1. Approve draft minutes of regular Planning Commission Meeting of July 14, 2008.

- **Commissioner LaLaine Kilbourn moved to approve the minutes of July 14, 2008, as written. Commissioner Ted Gurski supported the motion. A voice vote was taken; all those present voted yes; the motion carried.**

2. Approve draft minutes of special Planning Commission Meeting of August 19, 2008.

- **Commissioner LaLaine Kilbourn moved to approve the special meeting minutes of August 19, 2008, as written. Commissioner Rick Stevens supported the motion. A voice vote was taken; all those present voted yes; the motion carried.**

Communications: No Communications.

New Business: No New Business.

Old Business:

1. Master Plan update

Chairperson Barton indicated the subcommittee has had three meetings; the subcommittee consisting of Commissioners Ruth and Kilbourn, Mr. Oppmann and himself. Mr. Oppmann has provided a handout for the Planning Commission to review tonight. It's a draft of the early part of the new Master Plan with some changes. Next month the completed document should be ready to go. They're trying to get the best data possible. Many of the graphics and charts are government data, the most current being the 2005 census data. The Planning Commission may choose to change the graphics in 2011 when the 2010 data is available and before the next Master Plan update is due. Data that is obsolete has been deleted; as an example, the new high school is no longer new.

Mr. Oppmann reviewed the handout with the Planning Commission. He noted some charts have been updated, some have not. As he looks through it, some of the changes to his charts didn't hold over. There will be an update of the language regarding the North Holly Road area because the Township Board has requested a study be done in the area.

Commissioner Kilbourn noted the Board had indicated they wanted a study done on the North Holly Road area but the Commission hasn't discussed adding that to the Master Plan. They don't even know what the study is yet.

Mr. Oppmann indicated because the study is being done concurrently with the Master Plan update, it would be appropriate to put it in the Master Plan instead of having a separate document. That will be discussed at subcommittee level and it would be taken to the Planning Commission.

Commissioner Kilbourn suggested discussing land use, as that's the part of the Master Plan the subcommittee is working on and the Planning Commission members should review it. If there's a discussion on the land use tonight, when the next meeting is held

with the subcommittee the land use part can be finalized. The last section contains statistics again and other items without much meat.

Commissioner Bill Angus questioned what the North Holly Road study entailed.

Chairperson Barton indicated consideration is being given to doing something in the Master Plan that would encourage some level of development there. He would like to get Attorney Greg Need's input whether some verbiage should be put in there referencing a willingness to look at developing the area if and when Genesee County provides water and sewer. There's a sewer district over on Dixie Highway that's moot because Genesee County hasn't provided water and sewer.

Mr. Oppmann noted Attorney Need would get a draft once distribution is approved.

Commissioner Kilbourn indicated on Page 5 of the handout it says, "Another visioning session was held in 2003 prior to the updated Master Plan being created." She noted she didn't recall that.

Chairperson Barton stated it was held for the 1998 Master Plan update. It may have been in 1996 or 1997 while the Planning Commission was working on the Master Plan update.

Mr. Oppmann noted the gray highlighted areas are a reminder that he needs to look at them. The projections come from the Southeast Michigan Council of Governments (SEMCOG) and SEMCOG has changed the way they provide those. Page 11 talks about water resources. There were some numbers regarding the remaining wetlands in the area that he wants to double-check. He's checking with Oakland County to see if they have any more updated information.

Commissioner Kilbourn indicated verbiage was added on the wellhead protection area.

Mr. Oppmann stated the wellhead protection section on Page 13 speaks to maintaining prime water quality and adopting a wellhead protection ordinance. He noted on Page 16 he updated a chart. Because the graphics are black and white, the change couldn't be seen but the year next to 2000 is 2007. The chart on Page 17 was updated also but the update doesn't show up. He obtained updated housing statistics from Oakland County in terms of the sale price of homes. They went up in comparison to previous years, dating back to the late '90s. The information the county had on '05 surprised him. He isn't sure the county is taking into account this year the foreclosure sales.

Administrator DeVault noted on Page 14 under topography it says the slopes have been designated on Map 1, but they're not.

Mr. Oppmann indicated he has some updated information from the County that's called a surface model. He'll get updated maps from Oakland County.

Mr. Oppmann referred to Page 20 and indicated the chart contained some non-applicable areas in the Income portion. At the time this was drafted in 2002, the data was not available yet from the U.S. Census Bureau. It usually takes two to three years for all the income and housing to get published. That's why those were added in.

Commissioner Mark McHalpine questioned whether the Township and the Community were supposed to match.

Mr. Oppmann indicated the numbers under Holly Community may be wrong. He stated he highlighted a paragraph on Page 24 because he needs to review other documentation.

Commissioner McHalpine noted the chart on Page 23 references, under No High School Diploma, that Holly Community is 15%. He questioned how that could be when the Township is at 17 and the Village is higher. You can't have higher averages and then the median be lower than the two averages.

Mr. Oppmann indicated he hadn't made any changes to the chart and there may be some mistakes. He indicated SEMCOG does population estimates and they've just revised them. He'll be updating the chart. On Page 25 he did strike Alternate Projections. Holly is a SEMCOG community and most communities don't do alternates to SEMCOG. He's not sure the Alternate Projections are really relevant anymore. SEMCOG updates their data every year and it would become time-intensive for the Township to include that. He indicated there will be some changes on land use. As an example, the Holly Academy area will be made consistent with the zoning that's out there.

Commissioner Rick Stevens noted on the northeast section there is a designation of planned residential and then mixed use. He questioned if someone wanted to do a mixed use or some other zoning in a planned residential area whether a rezoning process would have to be undertaken.

Commissioner Kilbourn indicated in answer to Commissioner Stevens' question that when the sewer and water district was done a little bit of every use was wanted in there. The land is prime and she is surprised someone hasn't already planned to build there.

Mr. Oppmann indicated it's all zoned AGRE because they're mining sites. What the Planning Commission has to look at in this section is making sure the reclamation plans on file are more consistent with these designations. He's not so sure that they are. He'll have to go back and look at his files and see what has been Master Planned for what.

Administrator DeVault indicated the mining ordinance doesn't specify how they have to reclaim. It's done residential because that's the current zoning. South Flint has a split land use. The Commission may want to consider reviewing the split designation of research office and planned residential. An overlay district was discussed in the area and a zoning map designation. That would lead to planning a future use there that would be a blend of residential, business and research rather than just having that area designated

planned residential. The parcels just west of Dixie Highway on Lahring Road are developed. There isn't really any potential for that to change.

Chairperson Barton questioned whether there was anything in writing from Genesee County saying there were no permits available.

Administrator DeVault stated Supervisor Smith may know if there was.

Commissioner Kilbourn read from Page 78, Sewer and Water Service District, as follows: The Sewer/Water Service District is an overlay district that includes areas that the Township has deemed appropriate for essential services in the future if the opportunity arises." There is a pie chart that shows the percentages of each land use designation in relation to other land use.

Chairperson Barton questioned Administrator DeVault where things stood on the sewer/water district west of Fish Lake, asking whether the Village had given the Township anything to support that or whether they were only giving it to Riverside.

Administrator DeVault indicated she wasn't certain, but she believes the Village has said by resolution they won't allow any other water and sewer services to the outer township unless it's annexed.

Commissioner Kilbourn noted that on Page 27 are statistics that will be updated. Page 48 begins the current land use, which is before the goals and policies.

Mr. Oppmann stated the existing land use would be updated similar to how the zoning passed. The most current data Oakland County has is from '06-07. These are just existing land use descriptions. It does point out land use patterns. Riverside is not mentioned in there so that will be added.

Commissioner Kilbourn noted all the different land use categories were all still relevant.

Administrator DeVault indicated in the manufactured housing section, the area on Thompson Road no longer exists. They've moved most of them out. They don't have a mobile home license there any longer.

Commissioner Kilbourn stated they haven't actually moved one out in about two years.

Administrator DeVault noted on the tax roll they just have a house and a trailer on it.

Commissioner Kilbourn questioned what constitutes a manufactured home site and how the Township can change it.

Mr. Oppmann indicated when he gets the Oakland County data he will know how they designate it. The County uses aerial photography, equalization and assessing information and other tools.

Commissioner Bill Angus questioned why property was designated as state land; why not categorize it similar to other property in the Township.

Mr. Oppmann indicated in other areas of the county it's designated as residential or whatever you want it to be. The subcommittee discussed the fact that some day the boundaries of the designated state land may change. The Planning Commission should consider whether they want to designate them as low density residential.

Commissioner Angus noted some of the state land is heavily forested and zoned AGRE. The Township is probably at least 30% quality farmland and probably 1/3rd of that is farmed, if that much. Zoning that property AGRE is like zoning it for a non-use. If someone were to come along and say they had a dynamite idea to do in Holly and it would involve some of that state land but it's zoned AGRE and it's forest, there's nothing anyone can do with the property. If anyone were to consider buying that property, they'd be paying tax on property that has no use and is not farmable property.

Adminitrator DeVault noted the assessor commented the Township should have a designation for large parcels that were for farming versus large parcels for residences.

Commissioner Stevens indicated he understood the Holly Road Corridor is being looked at in terms of changing zoning because it is AGRE. There are railroad tracks in the area also.

Mr. Oppmann noted it's zoned AGRE on North Holly Road but its Master Planned for low density estate residential.

Commissioner Stevens indicated that's a key area with the railroad tracks, the expressway just down the road, sewer and water district across the border.

Chairperson Barton stated there are so many wetlands in that area that not much of it could be developed.

Mr. Oppmann noted a developer contacted him regarding a parcel west of North Holly Road where the kink is north of Elliott Road. He wanted to do an intense development in there at the time. He basically found there were so many wetlands on the property he didn't follow through.

Chairperson Barton stated the subcommittee is just updating the charts and cleaning up the verbiage.

Commissioner Angus stated he would like to see the Commission have a more open mind towards uses other than residential where people in the township could be employed, though it could be limited by the fact we have no sewer.

Commissioner Ted Gurski indicated you can build a septic for anything. He agreed with Commissioner Angus that if a business came in such as Red Lobster, asking where they could put a Red Lobster in the township, we give them one choice. It would be a shame to lose a Red Lobster or an Applebee's or a Menard's or any kind of business because they only have ~~one~~ one choice. There's not a lot of areas zoned for business.

Commissioner Kilbourn noted businesses coming in want to locate near major thoroughfares. Holly doesn't have a lot of major thoroughfares.

Chairperson Kilbourn stated land use intensity is listed low, medium and high. High intensity uses require access to major thoroughfares and expressways. Previously the Master Plan designated growth to be planned around the village, then along the paved road and main thoroughfares. There's a section called build-out analysis, Page 111 and continuing. Mr. Oppmann thought about taking it out but it looks to the same thing; identifying vacant and available lands, identifying natural resources and floodplains, et cetera. She questioned whether this was a section the Planning Commission wanted to keep or take out.

Commissioner Gurski questioned whether developers go in and talk to Mr. Oppmann and Ms. DeVault before even looking at the land use to determine their choices.

Mr. Oppmann noted they may call Ms. DeVault and ask what's available. They have specific market analyses that also shows them their market reach for customers. Meijer facilities can be located 8 miles apart. Kohl's are close to that same number. Lowe's and Home Depot are about 2 miles apart, though Home Depot has scaled back.

Commissioner Kilbourn commented at the recent joint meeting with the Planning Commission and the Township Board she had brought up the issue of a visioning session. She thought the Board was opposed to the money. The Board indicated they weren't opposed to it. She suggested having a visioning session to determine what residents wanted, such as whether they wanted big box stores. She would like to get residents' input because that's who the Planning Commission is here for.

Commissioner Steve Ruth stated it's not a guarantee a good cross-section of residents would come to a visioning workshop. He suggested doing a mass mailing asking input from residents.

Commissioner Kilbourn noted previously that had been discussed and sample mailings had been drawn up. The rate of return is not good but it can be looked at again.

Chairperson Barton noted the Planning Commission is 60-70% through the Master Plan. A visioning session means you're starting back at square one and you're past that. It's not of good value because you're not starting with a clean sheet of paper and you wouldn't get maximum effect for your money.

Commissioner Kilbourn stated the Planning Commission could come up with four or five main key points, such as do you want development; if so, where do you want it or what type would you look for? A few questions could be asked to get feedback regarding future land use.

Commissioner Ruth questioned whether there were any results from the last visioning session that changed the Master Plan or zoning.

Chairperson Barton noted people wanted to keep the rural character, that was the main thing. They wanted an area with smaller lots where you could have high density, low-cost housing. The gravel businesses were discussed regarding them eventually going into some kind of an industrial park. There were no real surprises.

Mr. Oppmann indicated the Planning Commission would be holding a Public Hearing on the Master Plan and residents could voice their opinions there.

Discussion was held regarding publicizing the Public Hearing extensively in different forums to get more residents to attend.

Chairperson Barton suggested asking residents to contact Administrator DeVault if they were coming to the Public Hearing and the high school could be requested if needed.

Commissioner Stevens indicated Page 3 in the Master Plan gives a synopsis of the results of the visioning session.

Commissioner McHalpine suggested having volunteers at the next election with survey material asking residents what their wishes or concerns are and/or asking for answers to questions.

Chairperson Barton indicated the subcommittee would try to have the material ready to review at the next meeting, October 13, 2008, at 6:00 p.m.

Commissioner Kilbourn stated she would like to ask the Planning Commissioners whether they would want to hold a visioning session.

Commissioner Stevens indicated he is in favor of getting ideas from residents. There has to be a plan to do it. Sending things out on tax rolls isn't the way to go. It depends on how it's done. He would be in favor of doing it in the future.

Commissioner Angus stated if you broadcast it far and wide that the Township was going to have a visioning session, get your ideas ready, you're going to get people who don't even live in the Township. You'll have developers and people at the other extreme. People with an ax to grind will show up. What you'll leave the visioning session with is probably not a representative idea of the residents of the Township.

Chairperson Barton indicated he liked what Mr. Oppmann said Highland Township did. They sent out a questionnaire with the tax bills. As the data came in, they compiled it, reviewed it, and two years later had their information.

Commissioner Kilbourn stated a ten-year redo of the Master Plan is a bit of a disservice to the public if there isn't a visioning session.

Commissioner McHalpine noted the public could be coming to the meetings. Every meeting is a public hearing.

Commissioner Kilbourn stated she has been told if things weren't being done right, there would be public present at the meetings to let you know.

Commissioner McHalpine suggested putting on the web page that at next month's meeting the Planning Commission will be discussing the Master Plan. If you want to address your concerns, come on in.

Chairperson Barton questioned whether the Township's web page was capable of putting on an interactive poll where residents can log on and take a five-minute survey.

Commissioner McHalpine said there are people who will respond 10,000 times.

Chairperson Barton recommended figuring out a logical way to get resident input regarding the Master Plan, and figure it out so there's enough time that it reports out for the next Master Plan in five years.

Commissioners Ruth and Gurski indicated the Public Hearing would be sufficient, as long as it was publicized.

Commissioner Kilbourn noted there's a section on a greenways plan and the subcommittee is talking about possibly adding in what Oakland County provided on green infrastructure.

Commissioner McHalpine questioned whether the proposed route for safety paths would be included and Mr. Oppmann answered they would.

Reports:

Administrator DeVault reported she had a meeting with Mr. Oppmann and a developer who is interested in the Middleton site. They want to continue the mining operation. There would be reclamation on about 20 acres of the site. The developer wants to operate a business there. It would be called The Woodlot, which is a chipping facility. They already have the licensing and a similar business in Waterford.

Mr. Oppmann noted if you're a state designated dump site for Ash trees, you can bring in outside material. It's the only way to wipe out the Emerald Ash Borer and their eggs is to run the material through a chipper.

Administrator DeVault reported another applicant is interested in purchasing 9.57 acres off Ray Road for a commercial dog kennel. The Zoning ordinance standard is 10 acres so they will be going before the ZBA. They are to the east of Mr. Tim VanDruska's property.

Administrator DeVault reported she will be attending a workshop October 14th on the new Michigan Zoning Enabling Act and the new planning act. She'll review the bylaws in regards to updating them to comply with the new act. She'll search for a model ordinance for adoption of a Planning Commission under the new act.

Public Comments: No public comment.

Adjournment: Chairperson Barton, hearing no other business, adjourned the meeting at 9:13 p.m.

Zo Turner, Recording Secretary
Holly Township