

Springfield Township  
Planning Commission Meeting  
Minutes June 19, 2018

Call to Order: Vice-Chairperson Hines called the June 19, 2018 Business Meeting of the Springfield Township Planning Commission to order at 7:30 p.m. at the Springfield Township Civic Center, 12000 Davisburg Road, Davisburg, MI 48350.

Attendance:

Commissioners Present:

Ruth Ann Hines  
Dave Hopper  
George Mansour  
Jason Pliska

Commissioners Absent

Dean Baker  
Kevin Sclesky  
Linda Whiting

Consultants Present

Doug Lewan, Carlisle Wortman, Associates

Staff Present

Collin Walls, Supervisor  
Laura Moreau, Clerk  
Erin Mattice, Planning Administrator

Approval of Agenda:

**Commissioner Hopper moved to approve the agenda as presented. Supported by Commissioner Pliska. Voted yes: Hines, Hopper, Mansour, Pliska. Voted no: None. Absent: Baker, Sclesky, Whiting. Motion Carried.**

Public Comment:

None

Consent Agenda:

**1. Minutes of the May 15, 2018 meeting**

**Commissioner Pliska moved to approve the minutes of the May 15, 2018 meeting as presented. Supported by Commissioner Hopper. Voted yes: Hines, Hopper, Mansour, Pliska. Voted no: None. Absent: Baker, Sclesky, Whiting. Motion Carried.**

Public Hearing:

1. **Ordinance Amendments – Section 40-136 – Site Plan Review and Section 40-721 – Landscaping, Greenbelts and Buffers and Screening**

**Public Hearing opened at 7:33 pm**

No public comment was heard.

**Public Hearing closed at 7:34 pm**

2. **Ordinance Amendments – Division 7. – Safety Path. Article V. – Supplemental Regulations**

**Public Hearing opened at 7:34 pm**

No public comment was heard.

**Public Hearing closed at 7:35 pm**

3. **Ordinance Amendments – Chapter 40 – Zoning Amending Section 40.2 – Definitions of Article I**

**Public Hearing opened at 7:35 pm**

No public comment was heard.

**Public Hearing closed at 7:36 pm**

New Business:

1. **Ordinance Amendments – Section 40-136 – Site Plan Review and Section 40-721 – Landscaping, Greenbelts and Buffers and Screening**

**Commissioner Hopper moved to recommend to the Township Board to amend Springfield Township Code of Ordinances, Chapter 40, by amending Section 40-136, Site Plan Review and Section 40-721, Landscaping, Greenbelts and Buffers and Screening as presented. Supported by Commissioner Mansour. Vote: Voted yes: Hines, Hopper, Mansour, Pliska. Voted no: None. Absent: Baker, Sclesky, Whiting. Motion Carried.**

**2. Ordinance Amendments – Division 7. – Safety Path. Article V. – Supplemental Regulations**

Commissioner Hopper commended the Pathway Committee for addressing the Commission's concerns and for simplifying this item.

Commissioner Hines stated that she is happy this is moving forward.

**Commissioner Pliska moved to recommend that the Township Board review and approve an ordinance to amend Springfield Township Code of Ordinances, Chapter 40, Zoning by amending Division 7 – Safety Path. Article V. – Supplemental Regulations. Supported by Commissioner Mansour. Vote: Voted yes: Hines, Hopper, Mansour, Pliska. Voted no: None. Absent: Baker, Sclesky, Whiting. Motion Carried.**

**3. Ordinance Amendments – Chapter 40 – Zoning Amending Section 40-2 – Definitions of Article 1**

**Commissioner Pliska moved to recommend that the Township Board review and approve an ordinance to amend Springfield Township Code of Ordinances, Chapter 40, Zoning by amending Section 40-2 Definition of Article 1. Supported by Commissioner Hopper. Vote: Voted yes: Hines, Hopper, Mansour, Pliska. Voted no: None. Absent: Baker, Sclesky, Whiting. Motion Carried.**

**4. Performance Guarantees – Ordinances Amendments – Discussion**

Vice-Chairperson Hines stated that the Commission packet contained a memo from Supervisor Walls and the amendment language prepared by Greg Need, Township Attorney.

Supervisor Walls stated that the purpose and intent of the section has not changed. The amendment breaks out procedure into requirements and procedure.

Vice-Chairperson Hines asked about #5 on the last page. She asked how this is going to be enforced.

Supervisor Walls answered that it would either be an action for collection or a lien placed on the property.

Vice-Chairperson Hines asked if this was prior to the improvements made or after the Township has made the improvements.

Supervisor Walls answered it would be after we made the improvements. There would be an attempt to collect the funds.

Mr. Lewan stated that if the applicant claims they can't pay, it then goes to #6.

Commissioner Hopper summarized #7. He stated that it doesn't say who pays for the Township Engineer or Consultant to review this.

Supervisor Walls stated that this is covered in the Design and Construction Standards and it is collected at the pre-construction meeting. There is an escrow account for inspections that is established prior to the applicant beginning.

Commissioner Hopper replied that he knew that but this seems to be catching the ones that are a year or two behind. If it is not closed out, there would be money available. It kind of addresses it earlier when it says the Township may use these funds.

Supervisor Walls stated that Section 40-35 is already in the ordinance. It clarifies when a Performance Guarantee is collected and what the applicant has to do to get their occupancy permit and building permit.

Vice-Chairperson Hines stated that the Performance Guarantees is executed prior to the issuance of building or other permits for the development and the escrow account is set up at the same time.

Supervisor Walls concurred.

Commissioner Pliska asked about the written agreement section. He asked if this would take place after site plan approval and before issuance of permits.

Vice-Chairperson Hines replied she would assume this is the case.

Supervisor Walls replied that this is a new provision.

Clerk Moreau stated that this section has been reviewed for a while. Included with it was also looking at the site plan review section. It is their intent that in the site plan review section to clarify when it is required and when the money is accepted. The site plan review section was originally going to come at the same time this section did so they fit together. However, the site plan review section is undergoing a more thorough review with Mr. Lewan, Supervisor Walls and Ms. Mattice so this is currently held up but this section can move forward.

**Commissioner Hopper moved to set for Public Hearing the amendments to Section 40-35, 40-401, 40-336 and 40-485 at the next available Planning Commission date. Supported by Commissioner Pliska. Vote: Voted yes: Hines, Hopper, Mansour, Pliska. Voted no: None. Absent: Baker, Sclesky, Whiting. Motion Carried.**

## **5. Strategic Plan – Discussion**

Commissioner Hines confirmed that the Commissioners received a copy of the Strategic Plan in their packets along with a memo from Clerk Moreau. The intent is to make any

suggestions or edits and when they are satisfied, recommend adoption to the Township Board.

Commissioner Mansour stated that this document is fantastic and he commended Clerk Moreau for all of her work on the Plan.

Commissioner Hines concurred. She likes how it is meant to be a working document and they can see progress that is being made. She asked about page 2 of the Vision 2028; where would the senior living facilities be located?

Supervisor Walls and Clerk Moreau mentioned some options on Dixie Highway.

Clerk Moreau indicated that this document was not meant to pinpoint location, the intent was to expand the variety and types of housing options especially taking into account the needs of our aging population. This was included to acknowledge the fact that there is a need for this type of use in the Township. She pointed out that many of the properties on Dixie Highway are master planned for planned mixed use.

Commissioners discussed possible locations for mixed use residential sites.

Commissioners discussed how the Strategic Plan document could be used for priority planning.

Mr. Lewan stated that the committee did a very nice job on this document and there are a lot of ideas and elements in the document that can be incorporated into a Master Plan update and reflected in a Capital Improvement Plan.

Commissioner Pliska stated that he likes how it is simple, but comprehensive.

Clerk Moreau stated that the copy provided to the Commissioners included Chairperson Baker's comments and edits.

**In that the Planning Commission endorses the Strategic Plan 2018-2023, Commissioner Hopper moved that the Township Board adopt this document. Supported by Commissioner Mansour. Vote: Voted yes: Hines, Hopper, Mansour, Pliska. Voted no: None. Absent: Baker, Sclesky, Whiting. Motion Carried.**

Old Business:

None

Other Business:

**1. Priority Task List**

Commissioners reviewed and made changes to the Priority Task List.

Public Comment:

None

Adjournment:

**Commissioner Hopper moved to adjourn the meeting at 8:22 p.m. Supported by Commissioner Pliska. Voted yes: Hines, Hopper, Mansour, Pliska. Voted no: None. Absent: Baker, Sclesky, Whiting. Motion Carried.**

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Erin A. Mattice, Recording Secretary