

Holly Township
Planning Commission – Regular Meeting
Minutes of October 04, 2016

Call to Order: Chairman Gurski called the regular meeting of the Holly Township Planning Commission to order at 6:30 p.m. At the Holly Township Hall, 102 Civic Drive, Holly Michigan.

Pledge of Allegiance

Roll Call

Members Present:

Ted Gurski, Chairman
Mark Cornwell, Commissioner
AC Alrey, Commissioner
Tony Engelberg, Commissioner
Lloyd Kernen, Commissioner
Stacey Steckley, Commissioner
Shane Mooney, Commissioner

Others Present:

Karin Winchester, Zoning Administrator
Mike Deem, Township Planner

Members Absent:

Agenda Approval:

Switch the order to discuss ~~Old~~ New Business first, then ~~New~~ Old business. Audience members still present from the prior meeting, will be presenting the Shannon Distribution Site Plan. Motion made to approve the Agenda as amended.

- **Commissioner Engelberg moved to approve the Agenda as amended, by switching New Business with Old Business. Commissioner Cornwell supported the motion. A voice vote was taken, all those present voted yes; the motion carried by a 7/0 vote.**

Public Hearings: None.

Public Comment – Agenda Items Only: None.

Approval of Minutes – August 02, 2016.

~~Motion made to approve the August 02, 2016 minutes as submitted.~~

- **Commissioner Engelberg moved to approve the August 02, 2016 minutes as submitted. Commissioner Kernen supported the motion. A voice vote was taken; all those present voted yes; the motion carried by a 7/0 vote.**

Communications: None.

New Business:

1. Shannon Distribution Site Plan.

They are in compliance with size restrictions, schedule of regulations, Architecture and Building design for Phase 1, and are currently zoned as L1. Mike Deem, the Township Planner, recommends the Approval of the Shannon Distribution Site Plan, and would like the Planning Commission to refer to the Zoning Administration to make sure they are also in Compliance. They will need to submit a revised parking plan, landscape plan, an easement plan along Dixie Highway, and detail for the trash enclosure.

Doug Smith, Fire Authority, reported regarding the Shannon Distribution Site Plan. Doug would like to acknowledge that they did an excellent job on their Fire Protection plan for the warehouse. His main concern is the proposed water supply is only for 1 building, and there should be another well to provide water for fire hydrants in case of emergency. There is only 1 entrance off Dixie Highway currently, which may not be a concern now, but down the road it could be an issue if emergency vehicles can't reach the site. Due to this, the entrance should be expanded to 120 feet diameter. In the Phase 1 Parking Lot Plan, it shows parking next to the building. The parking spaces will need to be expanded and moved away from the building. The fire department would need sufficient space between the building and the parking area. They need to be able to reach the top of the building, as they cannot be reaching over cars with the fire truck ladders. Provisions will need to be added for the rest of the additional buildings as well.

Presentation: Shannon Distribution, regarding Phase 1 Site Plan.

- **Commissioner Kernen moved to approve the Shannon Distribution Site Plan, based on the Planners and Engineers reports. Commissioner Engelberg supported the motion. A voice vote was taken; all those present voted yes, with the exception of Commissioner Cornwell; the motion carried by a 6/1 vote.**

Old Business:

1. Master Plan.

Mike Deem, Township Planner, sent a memo out with the statistics. They are not really what the Township was looking for due to low public participation; but that is to be expected and not out of the norm for other communities. A Public Hearing has been set for November 11, 2016. October 18, he is meeting with Oakland County to answer any questions they have regarding the Plan. Suggestion to denote any property owned by the Township on the land map, and to correct items listed and/or errors in the Plan.

2. Ordinance Proposals.

Mike Deem, Township Planner, revised his previous proposal regarding the Ordinance Proposals, from roughly \$3,500 to \$1,500. This includes information on the Woodlands Protection Ordinance, Signage, Clear Cutting and other miscellaneous items, and should go to the Township Board for approval of funds. The Commission will also need to widdle the list down of action items from 8 to 5, and send them to the Board for approval so they can get the budget started. He will provide information on what other communities are doing and what the best option is moving forward. He will provide an updated proposal with the action items and any other extras included, while trying to keep it in the \$1,500 to \$2,500 range. The Township Attorney will be asked to review and provide his opinion on the document.

Public Comment: N/A

Reports:

Commissioner Cornwell stated he would like to look into moving the meetings to the North Oakland Fire Hall on Grange Hall Rd in the future. The noise levels and acoustics in this building are not conducive to conducting discussions at meetings.

Adjournment

Chairman Gurski, hearing no other business; adjourned the meeting at 8:30 pm.

Courtney Bird
Recording Secretary