

Holly Township  
Planning Commission – Regular Meeting  
Minutes of November 7, 2023

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**CALL TO ORDER:** Commissioner Mazich called the regular meeting of the Holly Township Planning Commission to order at 6:30 p.m. Located at the Karl Richter Campus, Holly Area Schools Board Room, 920 E. Baird St, Holly, Michigan 48442.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**Members Present**

Ryan Matson  
Pam Mazich  
Ray Kerton  
Glen Mitchell  
Derek Burton  
Kelly Fletcher

**Others Present**

Karin Winchester, Township Clerk  
John Jackson, Township Planner  
Nani Wolf, McKenna & Associates  
Alexis Farrell, McKenna & Associates

**ABSENT:** Mike McCanney

- **Motion by Commissioner Mazich to excuse Mike McCanney from this meeting. Supported by Commissioner Burton. A voice vote was taken. All those present voted yes. The motion was carried 6/0.**

**AGENDA APPROVAL**

- **Motion by Commissioner Burton to approve the agenda as presented. Supported by Commissioner Mazich. A voice vote was taken. All those present voted yes. The motion was carried 6/0.**

**PUBLIC COMMENT**

Township Supervisor George Kullis, 601 E. Maple addressed the board.

**PUBLIC HEARINGS:** None.

**APPROVAL OF MINUTES:** September 5, 2023.

- **Motion by Commissioner Mitchell to approve the minutes of September 5, 2023 as presented. Supported by Commissioner Burton. A voice vote was taken. All those present voted yes. The motion was carried 6/0.**

**COMMUNICATIONS:** None.

**FIRST ORDER OF BUSINESS:**

1. Resignation as the Chair Position.

Commissioner Mazich submitted a letter of resignation from the chairman position. She recommended Commissioner Matson to succeed her as chairman and that Commissioner Mitchell remain as vice-chairman.

- **Motion by Commissioner Mitchell to accept Mazich’s resignation as chairman. Supported by Commissioner Burton. A voice vote was taken. All those present voted yes. The motion was carried 6/0.**

2. Appointment of Planning Commission Chair.

- **Motion by Commissioner Mitchell to approve Commissioner Matson for the position of chairman and that Mazich remain on the board in the position of commissioner. Supported by Commissioner Burton. A voice vote was taken. All those present voted yes. The motion was carried 6/0.**

*Commissioner Matson assumed the chairman position and directed the remainder of the meeting.*

**OLD BUSINESS**

1. Master Plan Review/Update – presented by Nani Wolf, McKenna & Associates.

Survey responses from the community were used as the basis for the updates presented. The focus of tonight’s presentation is housing. The following topics as they pertain to housing were discussed: community character, environment, land use, residential, infrastructure, and sustainability. Analysis included demand for housing, amount of vacant land, and planned density under the current plan and future land use. Commissioners were presented with worksheets and conceptual images to assist McKenna & Associates in refining and capturing the Planning Commission’s vision for the future.

**NEW BUSINESS**

1. Conditional Approvals Training – Nani Wolf, McKenna & Associates.

Commissioners requested a training session to clarify conditional approvals as they relate to special land use and zoning approvals. Four topics were presented:

Site Plan – conditions must relate to code compliance.

Special Land Use – conditions are assigned to minimize the negatives.

Planned Unit Development – conditions are assigned for public benefit.

Rezoning – conditions must come from the owner and are voluntarily offered .

**REPORTS**

No commissioners presented a report.

**PUBLIC COMMENT – For Any Comments**

Thomas Metz, 3402 Ray Rd. addressed the board  
Angela Corliss, 3086 Quick Rd. addressed the board

**ADJOURNMENT**

Commissioner Matson adjourned the meeting at 8:58 pm.

Diane M. Hill, Recording Secretary

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Karin S. Winchester, Clerk