

Holly Township
Planning Commission – Regular Meeting
Minutes of July 10, 2024

CALL TO ORDER: Commissioner Matson called the regular meeting of the Holly Township Planning Commission to order at 6:30 p.m. Located at the Holly Township offices (Upstairs), 102 Civic Drive, Holly, MI 48442

PLEDGE OF ALLEGIANCE

ROLL CALL

Members Present

Ray Kerton
Ryan Matson
Glen Mitchell
Steve Ruth
Mike McCanney
Kelly Fletcher

Others Present

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

ABSENT: Pam Mazich

- **Motion by Commissioner Mitchell to excuse Commissioner Mazich. Supported by Commissioner Ruth. A voice call vote was taken. All present voted yes. The motion carried 6/0.**

AGENDA APPROVAL

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

PUBLIC COMMENT - for Items on the Agenda Only,

Angela Corliss, 3086 Quick Road, addressed the Commission.

PUBLIC HEARINGS

1. Special Land Use Application by the Michigan Renaissance Festival to operate a Festival and other Events on parcel number 01-12-476-002 and 01-12-401-003 in an AGRE Zoning District.

- **Motion by Commissioner Matson to open the public hearing at 6:36 pm. Supported by Commissioner Kerton. A voice vote was taken. All present voted yes. The motion carried 6/0.**
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Chip Shultz, General Manager of the Michigan Renaissance Festival, 12600 Dixie Hwy., addressed the Commission. Last year there were zero traffic issues on Dixie Hwy and Lahring Road. They are attempting to address the MDOT project on I-75. The festival has a public hearing coming up with Groveland Township to ask to open the festival gates at 9:00 am for the parking lots to take cars off of Dixie Highway faster and allow people to enjoy the festival earlier and then leave, hopefully creating more parking. Has been working with the Township office, Building Dept., and Fire Dept. to make improvements on the grounds to improve the health and safety of people coming to the festival.

Charles Gross, 6499 Lahring Road, addressed the Commission. The year before last was a disaster – we couldn't get out of our driveway or onto Dixie Hwy and waited up to 30 minutes. Whatever they did last year – it worked. The only problem was, they gave us passes to let police know that we lived on the road, but they directed traffic the way that they wanted to. I can't blame the Renaissance Festival because I know that they directed the people to do that, but they did what they wanted.

Chip Shultz, General Manager of the Renaissance Festival commented that they are doing exactly what they did last year and there are no comp tickets for the last three weekends.

- **Motion by Commissioner Matson to close the public hearing at 6:40 pm. Supported by Commissioner McCanney. A voice vote was taken. All present voted yes. The motion carried 6/0.**

2. Proposed Amendments to the Holly Township Master Land Use Plan.

Commissioner Matson asked Alexis Farrell, McKenna & Associates, to give the audience an update prior to opening the public hearing. She prepared printed copies of her presentation for the Commission members. She will make sure that the public has access to them as well.

Ms. Farrell reviewed the timeline for Master Plan update:

- Summer 2022 – began talking about goals.
- April 2023 Kickoff.
- Summer and fall 2023 – discussed content; engaged the public.
- Winter and spring 2024 – updated plan from input and distributed the plan for public review; comments received from Oakland County, the Oakland County Road Commission, and the public.
- Current – all updates and revisions have been made and are included in tonight's packet (a summary of updates is on Slide #18). The final proof will catch any additional updates.

There is a public hearing tonight as required by the State of Michigan, and the commission will have an opportunity to approve the plan and forward it to the Township board for final approval and adoption as the official plan.

- **Motion by Commissioner Matson to open the public hearing at 6:46 pm. Supported by Commissioner McCanney. A voice vote was taken. All present voted yes. The motion was carried 6/0.**

No Public Comments.

- **Motion by Commissioner Matson to close the public hearing at 6:46 pm. Supported by Commissioner Ruth. A voice vote was taken. All present voted yes. The motion was carried 6/0.**

APPROVAL OF MINUTES: June 4, 2024

- **Motion by Commissioner Matson to approve the minutes of June 4, 2024. Supported by Commissioner Mitchell. A voice vote was taken. All present voted yes. The motion was carried 6/0.**

COMMUNICATIONS: None.

OLD BUSINESS: None.

NEW BUSINESS:

1. Special Land Use Application by the Michigan Renaissance Festival to operate a Festival and other Events on parcel number 01-12-476-002 and 01-12-401-303 in an AGRE Zoning District.

Alexis Farrel presented the planner's review of the application. The site plan is the same as 2022. The plan agrees with current zoning use. The review is lengthy (12-13 pages), so she summarized comments in two buckets.

Bucket #1 – items to be addressed and resolved before the festival opens:

- Dust control plan
- Trash disposal plan
- Contact list of booth owners and renters so that inspections can be scheduled
- Necessary approvals obtained from: fire department, Oakland County, and Dept. of Health

Bucket #2 – plans to address longer-term issues

- Upgrades to the water tower
- More utility connections
- Develop a work plan at the conclusion of the season to address issues for next year
- Requirement to submit the application for 2025 by April 1, 2025

Doug Smith, NOCFA Deputy Fire Chief, stated that there is a review each year of what takes place and a letter listing everything that needs to be done. Will follow up with festival on the following items:

- Continuous improvements to the water supply, including the water tower
 - Hydrants are not pressurized: want to increase with a new well and pump system (it's functional now)
 - Routine items:
 - Grade access road – done
 - Rehab festival gates – most improvements are done on 2 gates; will evaluate effectiveness of improvements and move forward with additional gates
 - Will work on additional items during the festival
 - Will work on other items before next festival
- **Motion by Commissioner Matson to approve the applicant's request for special land use approval based on the findings of fact contained in the planner's report dated July 2, 2024 and subject to conditions 1 through 4 contained in the planner's report, the requirements by NOCFA contained in their 10-25-23 report letter," 2024 Fire Safety Improvement/Upgrades" and all booth & Grounds repairs required by NOCFA and the Building Department from the booth inspections required to be completed between August 1, 2024 – October 1, 2024. A written plan must be developed with dates to bring the whole festival's buildings and grounds into compliance with the 2023 and 2024 inspections and submitted to the Township and fire department by December 15, 2024, to be followed up with contracts in place to correct all identified deficiencies by May 1, 2025, prior to the planning commission meeting that month. Repairs to be completed and approved by July 1, 2025, or effected areas will be prohibited from opening during the 2025 festival season. Supported by Commissioner Ruth. A roll call vote was taken. All present voted yes. The motion carried 6/0.**
2. Site Plan Application by the Michigan Renaissance Festival to operate a Festival and other Events on parcel number 01-12-476-002 and 01-12-401-003 in an AGRE Zoning District.
- **Motion by Commissioner Matson to approve the applicant's request for site plan approval based on the findings of fact contained in the planner's report dated July 2, 2024 and subject to conditions 1 through 4 contained in the planner's report, the requirements by NOCFA contained in their 10-25-23 report letter," 2024 Fire Safety Improvement/Upgrades" and all booth & Grounds repairs required by NOCFA and the Building Department from the booth inspections required to be completed between August 1, 2024 – October 1, 2024. A written plan must be developed with dates to bring the whole festival's buildings and grounds into compliance with the 2023 and 2024 inspections and submitted to the Township and fire department by December 15, 2024, to be followed up with contracts in place to correct all identified deficiencies by May 1, 2025, prior to the planning commission meeting that month. Repairs to be completed and approved by July 1, 2025, or effected areas will be prohibited from opening during the 2025 festival season. Supported by Commissioner Fletcher. A roll call vote was taken. All present voted yes. The motion was carried 6/0.**
3. Adoption of the Holly Township Master Land Use Plan – Proposed Resolution 2024-01.

The following items were noted:

- Page 39 states 3 units/acre. This is incorrect. This will be changed before the plan goes to the Township.
 - Page 17 question – where do the land use priority rankings come from? The Natural Areas Conservation Report deals with methodology and areas to preserve.
 - Concern expressed that statistics on the commercial and trade area are 10 years old. Response: this is an “update” to the original plan, not a total overhaul. They are looking for trends, and updated information can be added in the future.
- **Motion by Commissioner Matson to adopt the Holly Township Master Land Use Plan, Proposed Resolution 2024-01, contingent upon the additions provided at tonight’s meeting are in the Master Land Use Plan by the committee vote. Supported by Commissioner McCanney. A roll call vote was taken. All present voted yes. The motion was carried 6/0.**

Commissioner Matson requested Clerk Winchester to send survey responses to the Village of Holly. She agreed.

REPORTS

Commissioner Mitchell

- Expressed disappointment that the festival permit requests were not received before May and asked for follow up on improvements at the Planning Commission’s Oct/Nov meeting. Clerk Winchester stated that the tonight’s motion requires an inspection by October 1 and has a December submission deadline so the follow up will probably be at the January meeting.
- Asked about the Dixie sewer project – Clerk Winchester stated that it involves a pump station.

Commissioner Fletcher

- Stated that she would like to know more about the Road Commission and the I-75 corridor as it relates to the Renaissance Festival.

Commissioner Kerton

- Asked about the attorney letters regarding BMG. Clerk Winchester stated that legal will now handle it.

Commissioner Matson

- Asked Clerk Winchester to give an update on the following projects:
- Trinity – land division was approved today. They are revising their site plan.
- Camp site – they are still collecting the necessary information.
- Silverman development – nothing on this.

PUBLIC COMMENT

Charles Gross, 6499 Lahring Road, addressed the Commission.

Chip Shultz, Renaissance Festival GM, 12600 Dixie Hwy., addressed the Commission.
Anna Matson, 15091 Western Valley, addressed the Commission.
Alexis Farrell, McKenna & Associates, addressed the Commission.
Mark Andreski, 2105 Middle Ridge Drive, addressed the Commission.

- **Motion by Commissioner Matson to allow Mr. Andreski an additional three minutes to address the Commission. A voice vote was taken. All present voted yes. The motion was carried 6/0.**

ADJOURNMENT

Commissioner Matson adjourned the meeting at 7:45 pm.

Diane M. Hill, Recording Secretary

Karin S. Winchester, Clerk