



Minutes of **SPECIAL MEETING**
Held **May 13, 2013**

Township of Springfield

Laura Moreau, Clerk

Call to Order: Supervisor Walls called the May 13, 2013 Special Meeting of the Springfield Township Board to order at 6:34 pm at the Springfield Township Civic Center, lower level conference room, 12000 Davisburg Road, Davisburg, MI 48350.

Board Members Present

Collin Walls	Township Supervisor
Laura Moreau	Township Clerk
Jamie Dubre	Township Treasurer
Marc Cooper	Township Trustee
Judy Hensler	Township Trustee
David Hopper	Township Trustee
Dennis Vallad	Township Trustee

Board Members Not Present

None

New Business:

1. Planning and Other Priorities

Supervisor Walls called the Special Meeting to order at 6:34 and distributed a list of discussion items for the Board members.

Master Plan Update

Supervisor Walls noted that the five year review of the Township Master Plan is due in February 2014. Board members discussed incorporating the Dixie Corridor Plan and the Pathway Plan into the updated Master Plan. Both the Corridor and Pathway plans are in progress at this time but when completed they will be referred to the Planning Commission for the review process.

Clerk Moreau suggested that the Board members should review the Goals and Policies sections of the Master Plan and then hold a joint meeting with the Planning Commission. She noted that the Policies section is more like “guiding principles” for land development and the Goals are very general. This might be appropriate for a Master Plan but it does not indicate the vision for the Township. The Township Board might consider developing a Strategic Plan that will develop the vision for the Township and establish the “how to” or stepped process to stay focused and keep moving toward our vision.



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Treasurer Dubre suggested bringing in a facilitator to lead a joint meeting and help guide the Township to a shared vision.

Supervisor Walls supported the idea of a Strategic Plan and believes that it will help the Board analyze goals and the Capital Improvement plan and realistically look at what can be accomplished.

Trustee Vallad concurred and stated that a Capital Improvement Plan requires a level of detail to justify certain projects and their priority—we don't have that currently.

Supervisor Walls indicated that he would discuss the Master Plan update at the June Planning Commission meeting and then discuss Township Board participation and a joint meeting with the Board.

Promote Springfield/Business

Supervisor Walls stated that a North Dixie businesses group is currently meeting and he wants to consider ways to help the group and support Township businesses in general.

Board members discussed factors such as ordinance restrictions, signage, expedited review and "fix-up incentives" that could potentially hinder or help local businesses.

Clerk Moreau reminded the Board that expedited review has been discussed many times. She noted the goal of having a folder with standards, "street level" design concepts and an overall vision for the corridor along with a checklist of requirements to meet expedited review conditions.

Board members discussed how to implement the expedited review concept. Suggestions included providing a DVD of images and concept drawings, offering the assistance of the Township planner and/or engineer and eliminating the Concept Review stage. It was decided that the first step is to have a clear vision for the Dixie Corridor and then begin the process of translating the vision to design concepts and a process.

Board members also discussed the challenge of major chains and national corporations meeting the Springfield design standards. Clerk Moreau suggested that the Township needs to find a way to be more flexible if we really want to see some improvement to the corridor. Treasurer Dubre stated she'd rather have something new and viable than an empty building. Supervisor Walls stated that the Township should apply the standards equally to all. Clerk Moreau added that she does not support bending the rules for some;



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rather she suggests the Township establish trade-offs such as increased set back from the road or additional community features if a building doesn't meet standards.

Board members discussed revisiting a Springfield businesses directory. Trustee Cooper noted that the North Dixie group is printing fliers to promote business. Treasurer Dubre requested a sample and said she'd consider if it qualifies to be included in the tax bill.

Fire Department

Supervisor Walls stated that it's time to plan for a new Station #1. Chief Oaks has indicated that his first choice would be a location at the Civic Center with a 2nd choice down Andersonville Road. The Station #3 site is likely not going to be needed considering current population projections. A new Station #1 farther south on Andersonville would provide the appropriate coverage.

Board members talked about possible parcels and reviewed a rough floor plan for the station prepared by Chief Oaks. It was decided that Supervisor Walls would contact Jay Noonan, architect that worked on the Fire Station #2 renovation, to get a proposal started.

Board members also discussed some general Fire Department concerns such as recruiting on-call firefighters and the aging department. Supervisor Walls will meet with Chief Oaks to discuss these matters.

Civic Center Office Space

Supervisor Walls explained that, long term, the Building Department is not located in a good spot. He suggested that eventually a larger space will be needed and the disruption will increase as more traffic is present and potentially more communities are served by CES. Moving the Building Department back to the space it used to occupy, currently housed by NOHLC, is too large and unnecessary but the current Parks & Recreation office would be appropriate.

Board members discussed the appropriate use of Civic Center office space. Members agreed that the larger office occupied by NOHLC is needed by Parks & Recreation as that department does not have enough room, despite the reorganizing and improved storage.

Supervisor Walls explained that he has already notified the NOHLC Board that by the end of 2013 the Township could be asking them to relocate. NOHLC has already started investigating other options.



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More discussion will take place during 2014 budget talks and Supervisor Walls will approach Parks & Recreation and/or the Parks Commission about a possible move.

Budget/Financial & 2014 Ballot

Board members discussed existing millages and expiration dates. Renewals for 2014 and 2016 ballots were considered.

Adjournment:

Supervisor Walls adjourned the meeting at 8:50 pm.

Collin W. Walls, Township Supervisor

Laura Moreau, Township Clerk