

Minutes of
**PLANNING COMMISSION
REGULAR MEETING
February 22, 2022**



Call to Order: Vice Chair Mansour called the February 22, 2022, Regular Meeting of the Springfield Township Planning Commission to order at 7:00 p.m. at the Springfield Township Civic Center, 12000 Davisburg Rd, Davisburg, MI 48350. Vice Chair Mansour introduced Matt Wojciechowski from Giffels Webster, who is the Township's new planning consultant, to the Commissioners and stated that Stephanie Osborn who will work with Matt, was not in attendance.

Commissioners

in Attendance: George Mansour, Vice Chair
Jamie Costigan
Ruth Ann Hines
Dave Hopper
Terry Rusnell

Absent: Dean Baker, Chair
Kevin Sclesky

Consultant Present:

Matt Wojciechowski, Giffels Webster

Staff Present:

Laura Moreau, Supervisor
Joan Rusch, Planning Administrator

Approval of Agenda:

Commissioner Hines moved to proceed with the agenda as presented. Supported by Commissioner Hopper. Vote: Yes: Costigan, Hopper, Hines, Mansour, Rusnell. No: None. Absent: Baker, Sclesky. Motion approved.

Public Comment:

None

Approval of Consent Agenda:

Commissioner Hopper moved to approve the minutes of the January 25, 2022, Regular Meeting as presented. Supported by Commissioner Hines. Vote: Yes: Costigan, Hopper, Hines, Mansour, Rusnell. No: None. Absent: Baker, Sclesky. Motion approved.

Public Hearing: Amendments to Code of Ordinances to amend Chapter 40, Sections 40-642 – Minimum Frontage on a Public Road.

Hearing Opened at 7:03 p.m.

Public Comment: None

Hearing Closed at 7:04 p.m.



New Business:

1. Amendments to Code of Ordinances to amend Chapter 40, Section 40-642 – Minimum Frontage on a Public Road.

Commissioner Hines noted that in Section 40-642 under item (b)(6), there is a reference to the Code of Ordinances Section 40-63(b)(1). In actuality, there is no (1) under Section 40-63(b). She asked for clarification of what this should refer to.

Supervisor Moreau suggested that the reference should most likely be to Section 40-63(d)(1). She will follow up with the attorney to verify.

Commissioner Hopper stated that Section 40-642 (b)(4)(b) mentions the access strip and refers only to public roads. Elsewhere in the document in paragraph (a) it mentions public roads and roads in condominium developments. He asked for clarification on this item.

Supervisor Moreau stated that she believes that the reference to a public road only is intentional; creating a parcel with an access strip is not meant to apply to a private road. She will ask the attorney to analyze the language and verify the intent.

Commissioner Hopper stated that this clarification will be necessary before this item goes before the Township Board.

Commissioner Hines moved that in the Planning Commission held a public hearing to Springfield Township Code of Ordinances Chapter 40, Section 40-642 – Minimum Frontage on a Public Road, it is recommended to the Township Board to adopt said ordinance amendment subject to clarification from the attorney regarding (b)(4)(b), access on a public road versus a private road, and clarification in paragraph (b)(6) regarding Section 40-63 and which item under this section should be referenced. Supported by Commissioner Hopper. Vote: Yes: Costigan, Hopper, Hines, Mansour, Rusnell. No: None. Absent: Baker, Sclesky. Motion approved.

2. Introduction of Giffels Webster as new planning consultants.

Vice Chair Mansour welcomed Matt Wojciechowski from Giffels Webster as the new planning consultant.

Supervisor Moreau commented that the Township Board is interested in completing an audit of our zoning ordinances as well as potentially implementing the ClearZoning product. This would help the public and staff to fully understand our ordinances. Supervisor Moreau asked the Planning Commission to consider which ordinances they would like to see updated. She commented that the Township would also like to move forward with the Master Plan and inquired what would be the next steps in this process.

Mr. Wojciechowski stated that the approach to updating the Master Plan would be to start with reviewing the implementation section of the current document to discover which items have been

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done, which items the Township wanted to do, which items are still relevant, and which items should be carried forward. The zoning suggestions should also be reviewed. He will review the Master Plan and create a memo with items to be addressed for the next meeting.

Supervisor Moreau stated that the Township created a strategic plan in 2018 after the last Master Plan update. This strategic plan was created because there was no plan for implementation of items in the Master Plan.

Mr. Wojciechowski stated that he will look at the current Master Plan and see what was accomplished. He will look at the scope of what an update of the Master Plan would entail and then determine what would be included in a proposal.

Supervisor Moreau commented that the Township would be looking for public input sessions and ways to engage the community. It has been several years since public input has been collected.

Mr. Wojciechowski will propose different methods for public input and ways to engage the community both virtually and in-person.

The Commissioners introduced themselves to Mr. Wojciechowski and discussed their backgrounds.

Mr. Wojciechowski commented that Giffels Webster offers training for the Planning Commission once a year to cover rules, procedures, etiquette, and other items of interest. The Commissioners agreed that this training would be beneficial.

The Commissioners discussed the motion template provided for this meeting and offered positive feedback. The Supervisor indicated that she would like to have the planner review the other motion templates we have to make sure they are acceptable.

The commissioners, planner, supervisor, and planning administrator discussed what types of developments could be expected in the future for the community.

Old Business:

None

Public Comment:

None

Adjournment:

Commissioner Hines moved to adjourn the meeting at 7:50 p.m. Supported by Commissioner Hopper. Vote: Yes: Costigan, Hopper, Hines, Mansour, Rusnell. No: None. Absent: Baker, Sclesky. Motion approved.

Joan Rusch, Recording Secretary