



PLANNING COMMISSION MEETING

LOCATION: TOWNSHIP ANNEX, 7527 HIGHLAND ROAD, WHITE LAKE, MICHIGAN, 48383
(FORMER WHITE LAKE LIBRARY)
THURSDAY, DECEMBER 01, 2022 – 7:00 PM

White Lake Township | 7525 Highland Rd | White Lake, MI 48383 | Phone: (248) 698-3300 | www.whitelaketwp.com

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES
 - A. Minutes of October 20, 2022
6. CALL TO THE PUBLIC (FOR ITEMS NOT ON THE AGENDA)
7. PUBLIC HEARING
8. CONTINUING BUSINESS
9. NEW BUSINESS
 - A. Master Plan Update Kickoff
10. OTHER BUSINESS
 - A. 2023 Meeting Dates
11. LIAISON'S REPORT
12. DIRECTOR'S REPORT
13. COMMUNICATIONS
14. NEXT MEETING DATE: December 15, 2022 & January 5, 2023
15. ADJOURNMENT

Procedures for accommodations for persons with disabilities: The Township will follow its normal procedures for individuals with disabilities needing accommodations for effective participation in this meeting. **Please contact the Township Clerk's office at (248) 698-3300 X-164 at least two days in advance of the meeting.** An attempt will be made to make reasonable accommodations.

**WHITE LAKE TOWNSHIP
PLANNING COMMISSION**

Township Annex, 7527 Highland Road
White Lake, MI 48383
October 20, 2022 @ 7:00 PM

CALL TO ORDER

Commissioner Seward called the meeting to order at 7:04 PM and led the Pledge of Allegiance. Roll was called.

ROLL CALL

Pete Meagher
Debby Dehart
T. Joseph Seward
Merrie Carlock
Mark Fine

Absent: Steve Anderson
Matt Slicker
Scott Ruggles
Robert Seeley

Also Present: Sean O’Neil, Community Development Director
Justin Quagliata, Staff Planner
Lisa Kane, Recording Secretary

Visitors: 2 members of the public were present

APPROVAL OF AGENDA

Commissioner Carlock moved to approve the agenda of the October 20, 2022 Planning Commission Meeting.
Commissioner Fine supported and the **MOTION CARRIED** with a voice vote: 5 yes votes.

APPROVAL OF MINUTES

- a. Regular meeting minutes of October 6, 2022

Commissioner Carlock moved to approve the Minutes of October 6, 2022.
Commissioner Dehart supported and the **MOTION CARRIED** with a voice vote: 5 yes votes.

CALL TO THE PUBLIC (FOR ITEMS NOT ON THE AGENDA)

None

PUBLIC HEARING

None

CONTINUING BUSINESS

None

NEW BUSINESS

- A. Master Plan Firm Interviews (to begin at the approximate times below):
1. 7:15 p.m. - Houseal Lavigne (participating via Zoom)

Brandon Nolin and Daniel Tse of Houseal Lavigne presented their proposal to the Planning Commission. Mr. Nolin stated that the project would have three phases in approximately 10-12 months:

1. Project Kick off
2. Vision Statement, Goals and Framework
3. Draft & Final Master Plan

Mr. Tse presented the Preliminary Project Understanding as follows:

- a) M-59 Corridor Redevelopment: What is the vision for this region? They would help determine the most appropriate mix of land use for this area.
- b) Lakefront Access Opportunities: Are public access sites in the form of beaches, parks or additional launches desired? Or should most lake fronts be managed by neighborhood associations?
- c) Streetscaping and Transportation Improvements: Are there opportunities to include improvements to accommodate pedestrians and vehicles that improves the experience in the township. Considering other tiers of streets within the township and guiding policy direction to promote better cooperation between different agencies and partnerships.
- d) Define Residential Growth Patterns: Understanding growth to accommodate diversity of growth but respect the natural assets.
- e) Waterfront Commercial Opportunities: Other appropriate locations for use beside residential, destinations to enhance quality of life for residents.
- f) Placemaking & Destination Economy: Aside from Stanley Park what other places would create a unique sense of place in the township.
- g) New Recreational Opportunities: Pontiac Lake State Park and Highland Lake Recreation Area in addition to Stanley Park, identify other recreational opportunities that the Master Plan can promote and what are the connections to these areas such as a township wide trail network.

Mr. Nolin presented Engaging Community Input formats as follows:

- a) Traditional Community Workshops, face to face engagement which are large group activities.
- b) Live Polling, virtual or in person.
- c) Visioning Focus Groups & Workshops, small group activities. If needed, they can provide online formats for any of these activities should the need arise.

Project Examples

- Imagine Flint, Master Plan for Sustainable Flint
- Battle Creek, Master Plan
- Wyoming (re)Imagined, Master Plan

Director O'Neil thanked Mr. Nolin and Mr. Tse for the presentation and inquired if Houseal Lavigne would be able to meet a time frame of less than one year.

Mr. Nolin stated that was a reasonable time frame.

Commissioner Carlock asked what synergy with Waterford would be possible and how often would they be able to be meet with the board in person.

Mr. Nolin stated the opportunity to partner with Waterford to think strategically for areas such as the gateway at Pontiac Lake Road & M59. White Lake is a unique community and they will not make any assumptions and consider its unique priorities. There would be a defined scope for contracting, which would be about every 3 months for in person visits and if the need arises, they can be flexible.

Commissioner Dehart inquired how many workshops would be in-person vs online and how will they encourage people to attend them.

Mr. Nolin stated there are quite a few advisory meetings planned in the scope with the Planning Commission. There are three community workshops planned, one in the front end, another at the mid-point and then an open house which would be complimented by an online questionnaire and map.social. Multiple small focus groups are planned at the front end of the project. A project website is provided and communications staff helps with outreach. Staff will help plan for community events and tie in to local networks. Email, social media and targeted communication within the community. Communication staff will also design flyers and postcards that can be shared.

Commissioner Meagher thanked them for the presentation and inquired what they thought the difference between a "Township" and a "City" is for how they would proceed.

Mr. Nolin stated that the process is very similar for both types of communities in how they engage the population to find out what they want. Every community is different, process is similar but outcome will be different.

Commissioner Seward inquired how they will learn about the community other than the workshops and do they tour the community.

Mr. Nolin stated they do a staff led driving tour of the community to get back background information of the area. While some of the team attend focus groups and interviews, others continue to drive the community and investigate the area. They learn as much as they can in the first meetings.

Commissioner Seward inquired how they will proceed if after they learn about the community and hear what the community says, what if they disagree with the community.

Mr. Nolin stated that they are not an echo-chamber. They will hear what people are saying but they use data points to make sure they are having a balanced conversation about the topics.

Concluded the interview at 7:55 p.m.

2. 8:05 p.m. - Beckett & Raeder (participating via Zoom)

Rowan Brady and John Iancoangeli of Beckett & Raeder presented their proposal to the Planning Commission.

Scope Highlights

- Vision for White Lake
 - Magazine style document, 20 pages maximum, highly visual, marketing document for economic development
 - Supporting Appendix which resembles traditional Master Plan chapters
- Community Engagement
 - 3 prong approach
 - Survey on 5-6 critical issues
 - Scenario planning exercises
 - Steering committee comprised of community representatives
- Growth Management
 - Future land use framework
 - Build out analysis
- Scenario planning for redevelopment
- Action Strategies
 - Identify an action and the responsible party and partners for support
 - Priority timelines
 - What are the co-benefits for this timeline
 - Add metrics to these goals

Director O'Neil thanked Mr. Brady for the presentation. Mr. O'Neil inquired if Beckett & Raeder would be able to meet a time frame of less than one year.

Mr. Brady stated that they would be able to complete the process in that time frame.

Commissioner Meagher asked for more information about spatial analysis.

Mr. Brady stated that spatial analysis is data represented in a 2-dimensional format and shared an example from another community.

Commissioner Carlock had interest in managing development and how to control growth.

Mr. Brady stated that they would need to identify market trends and looking into why growth is contentious. Growth will happen and can't be controlled much on private land however identifying preferred areas for growth and enhance the qualities that the residents find special about White Lake. This is done primarily by a land use framework.

Mr. Iancoangeli shared that Dexter Township, a rural community just outside of Ann Arbor, is experiencing residential development and they want to preserve their agricultural base. They developed a land suitability matrix indicating properties that should be preserved for agricultural value and where the township needs to direct growth. Strategies used in Acme, Mi had similar challenges, they created a growth and investment area which ensured that the infrastructure was focused in that area. In their Zoning Ordinance they instituted a density transfer requirement where developers could buy rights in the Agricultural area and transfer them to the Growth and Investment area to increase their density. This protected the natural values in areas that they wanted to preserve.

Commissioner Fine inquired about the team that would be available to the project and how often would they be available to meet.

Mr. Iancoangeli stated that the team will be at all Planning Commission or steering committee meetings and as often as needed for other meetings. At least one member of the team would be in attendance, either Mr. Brady or Mr. Iancoangeli and sometimes both.

Mr. Brady stated that he would be in attendance at least once per month as content is developed.

Commissioner Seward have you done any Master Plans outside of the state of Michigan.

Mr. Iancoangeli stated that they had done Master Plans in Wisconsin and Ohio.

Commissioner Seward what do you know about White Lake right now.

Mr. Iancoangeli stated that he knows that it is urbanizing, has a lot of natural areas and it is purchasing property for the Parks to provide recreation for the residents. His son worked in the Planning Department until about 3 years ago. The firm's landscape architects have worked on many projects with White Lake Township.

Commissioner Carlock inquired about other current clients.

Mr. Iancoangeli stated that they currently are working with Dexter Township, Caledonia, Traverse City, Marquette, Negaunie Township and Wakefield which are all in Michigan.

Concluded the interview at 8:35 p.m.

Mr. Quagliata opened the bid for Houseal Lavigne which states the cost will not to exceed \$50,000. Optional costs were provided for additional services.

Mr. Quagliata opened the bid for Beckett & Raeder which states the cost will not to exceed \$41,580.

Commissioner Seward inquired about the hours needed for the last Master Plan project.

Director O'Neil stated he does not recall how many hours were needed but the cost was approximately \$35,000 and that was a complete overhaul of the Master Plan.

Deliberation by the board regarding the steering committee.

Commissioner Meagher moved to forward a favorable recommendation to the Township Board, to hire Beckett & Raeder as outside council to aid Staff to re-work the White Lake Master Plan with the cost not to exceed \$41,580.

Commissioner Dehart supported, and the MOTION CARRIED unanimously with a voice vote: 5 yes votes

OTHER BUSINESS

A. Section 61 Review

Director O'Neil presented the staff memo and recommends approval of the Section 61 Review of both the Township Civic Center and the Public Safety Building.

Commissioner Meagher moved to approve the projected development of the Public Safety Building and the Civic Center Section 61 review of Public Act 33 of 2008 as the location, character and extent are consistent with the adopted plans, adopted Capital Improvement Plan and Township Government Management Plans as supported by the Township Staff report dated October 14, 2022.

Commissioner Fine supported, and the MOTION CARRIED unanimously with a voice vote: 5 yes votes

LIAISON'S REPORT

Director O'Neil reported that the Township Board met Tuesday, October 18th and granted preliminary approval to Black Rock and Avalon. Cosmos Car Wash was approved as well and increased their public benefit.

Commissioner Dehart No Zoning Board of Appeal meeting since the last Planning Commission meeting.

Mr. Quagliata reported that the Parks & Recreation hosted Trunk or Treat on Saturday, October 15 with the Historical Society and Lakes Area Chamber of Commerce. They expected 200 but had at least 500 in attendance. Supplies were donated but due to the increase in attendance, they had to purchase more supplies. Parks & Rec committee is continuing to work on the 5-year plan update. There is a need for the consultants to work together. The plan should be ready for adoption at January Township Board meeting. The grant is moving forward for Stanley Park.

DIRECTOR'S REPORT

Director O'Neil stated that Lake Point, West Valley and Comfort Care are working together. Pre-Construction meetings occurred with the Oxbow private launch and the Hyper Shine car wash. New Hope landscaping revision request was approved by the Township Board.

COMMUNICATIONS

NEXT MEETING DATES: November 3, 2022
November 17, 2022

ADJOURNMENT

Commissioner Meagher moved to adjourn the meeting at 9:08 PM

Commissioner Fine supported and the MOTION CARRIED with a voice vote: 5 yes votes



WHITE LAKE TOWNSHIP
7527 HIGHLAND ROAD, WHITE LAKE, MI 48383
TOWNSHIP ANNEX
2023 PUBLIC MEETING DATES
 ALL MEETINGS START AT 7:00 P.M.



JANUARY		JULY	
PLANNING COMMISSION (1ST MTG)	1/5/2023	PLANNING COMMISSION (1ST MTG)	7/6/2023
PARKS AND RECREATION	1/11/2023	PARKS AND RECREATION	7/12/2023
TOWNSHIP BOARD	1/17/2023	TOWNSHIP BOARD	7/18/2023
PLANNING COMMISSION (2ND MTG)	1/19/2023	PLANNING COMMISSION (2ND MTG)	7/20/2023
ZONING BOARD OF APPEALS	1/26/2023	ZONING BOARD OF APPEALS	7/27/2023
FEBRUARY		AUGUST	
PLANNING COMMISSION (1ST MTG)	2/2/2023	PLANNING COMMISSION (1ST MTG)	8/3/2023
PARKS AND RECREATION	2/8/2023	PARKS AND RECREATION	8/9/2023
PLANNING COMMISSION (2ND MTG)	2/16/2023	TOWNSHIP BOARD	8/15/2023
TOWNSHIP BOARD	2/21/2023	PLANNING COMMISSION (2ND MTG)	8/17/2023
ZONING BOARD OF APPEALS	2/23/2023	ZONING BOARD OF APPEALS	8/24/2023
MARCH		SEPTEMBER	
PLANNING COMMISSION (1ST MTG)	3/2/2023	PLANNING COMMISSION (1ST MTG)	9/7/2023
PARKS AND RECREATION	3/8/2023	PARKS AND RECREATION	9/13/2023
PLANNING COMMISSION (2ND MTG)	3/16/2023	TOWNSHIP BOARD	9/19/2023
TOWNSHIP BOARD	3/21/2023	PLANNING COMMISSION (2ND MTG)	9/21/2023
ZONING BOARD OF APPEALS	3/23/2023	ZONING BOARD OF APPEALS	9/28/2023
APRIL		OCTOBER	
PLANNING COMMISSION (1ST MTG)	4/6/2023	PLANNING COMMISSION (1ST MTG)	10/5/2023
PARKS AND RECREATION	4/12/2023	PARKS AND RECREATION	10/11/2023
TOWNSHIP BOARD	4/18/2023	TOWNSHIP BOARD	10/17/2023
PLANNING COMMISSION (2ND MTG)	4/20/2023	PLANNING COMMISSION (2ND MTG)	10/19/2023
ZONING BOARD OF APPEALS	4/27/2023	ZONING BOARD OF APPEALS	10/26/2023
MAY		NOVEMBER	
PLANNING COMMISSION (1ST MTG)	5/4/2023	PLANNING COMMISSION (1ST MTG)	11/2/2023
PARKS AND RECREATION	5/10/2023	PARKS AND RECREATION	11/8/2023
TOWNSHIP BOARD	5/16/2023	ZONING BOARD OF APPEALS	11/9/2023
PLANNING COMMISSION (2ND MTG)	5/18/2023	PLANNING COMMISSION (2ND MTG)	11/16/2023
ZONING BOARD OF APPEALS	5/25/2023	TOWNSHIP BOARD	11/21/2023
JUNE		DECEMBER	
PLANNING COMMISSION (1ST MTG)	6/1/2023	PLANNING COMMISSION (1ST MTG)	12/7/2023
PARKS AND RECREATION	6/14/2023	PARKS AND RECREATION	12/13/2023
PLANNING COMMISSION (2ND MTG)	6/15/2023	ZONING BOARD OF APPEALS	12/14/2023
TOWNSHIP BOARD	6/20/2023	TOWNSHIP BOARD	12/19/2023
ZONING BOARD OF APPEALS	6/22/2023	PLANNING COMMISSION (2ND MTG)	12/21/2023

MEETING DATES & TIMES ARE SUBJECT TO CHANGE

For more information, contact 248-698-3300 or visit www.whitelaketwp.com