

**Highland Township Planning Commission  
Record of the 1437th Meeting  
Highland Township Auditorium  
November 20, 2025**

***Roll Call:***

Kevin Curtis, Chairman  
Grant Charlick  
Chris Heyn  
Mike O’Leary  
Roscoe Smith (absent)  
Scott Temple  
Russ Tierney (absent)  
Guy York (absent)  
Michael Zeolla (absent)

***Also Present:***

Elizabeth Corwin, Planning Director

Visitors: 3

Chairman Curtis called the meeting to order at 7:30 p.m. Ms. Corwin agreed to fulfill the Secretary role in Mr. Smith’s absence.

**Agenda Item #1: Call to the Public: Opportunity for anyone to bring forward issues of interest or concern for Planning Commission consideration. Each participant limited to 3 minutes.**

Mr. Peter Grebeck was present to seek clarification on his site plan amendment for the shed awning and fencing at Peter’s True Value, 3455 W. Highland Road. The minutes of the meeting of September 4, 2025 noted that Mr. Grebeck would not seek barbed wire atop the security fence running parallel to Highland Road. He had since decided the barbed wire was necessary, and consistent with fencing on the side lot lines and installed the same fencing.

After discussion, the consensus was that since there were no conditions of approval regarding fencing in the motion, the ordinance ruled. Since the ordinance is silent on the issue of barbed wire in non-residential districts, the barbed wire may remain.

No other

***Public Hearing/Work Session:***

**Agenda Item #2:**

Parcel # 11-14-100-054  
Zoning: R1.5, Single Family Residential, 1.5 Acre  
Address: Vacant, Harvey Lake Road  
File #: SPR 25-04  
Request: Initial Review-Residential Planned Unit Development  
Applicant: Charles Burt, B&B Construction

Owner: B&B Construction

Mr. Curtis introduced the agenda item. Ms. Corwin explained that the discussion will be an initial review of a proposed residential subdivision on Harvey Lake Road, south of Spring Mills Elementary School. The applicant is Charles Burt of Better Built Homes. The purpose is to familiarize the planning commission members with the plan and review the applicable ordinances in preparation for a public hearing scheduled for December 4, 2025. The Planning Commission has not reviewed a subdivision in ten years, and has never applied these residential open space planned unit development regulations.

Ms. Corwin also disclosed that a subcommittee consisting of a few staff members, a few board members and a couple of planning commission members had recently met with the applicant to discuss the project in brief and discuss opportunities and barriers to providing public water to the development. They had also discussed preserving natural features on the property, and options for sidewalks and pathways.

Ms. Corwin explained the framework of the Residential Planned Unit Development (RPUD) option outlined in Section 7.02 of the Zoning Ordinance. The applicant has provided a parallel plan which demonstrates that the property owner could develop 36 lots that comply fully with the ordinance as to lot widths and lot sizes and a street system that complies with the Road Commission for Oakland County subdivision standards. He has also prepared an alternate plan which utilizes criteria published in the ordinance to achieve a clustered plan that provides open space, with a total of 42 lots. She advised the Planning Commission to be very clear in the messaging that the purpose of the public hearing is not to determine whether there will be a subdivision, but rather whether the applicant will be awarded the bonus density allowable by ordinance to achieve the stated goals of the ordinance and the master plan.

Ms. Corwin also explained that the ordinance provides criteria to evaluate the quality of the open space and other public benefits, and it is the Planning Commission's responsibility to determine what bonus densities will be awarded under Section 7.02.C.2. The Planning Commission must also determine if the street layout, lot sizes and orientation and setbacks are appropriate.

Ms. Corwin directed the Planning Commission to also consider the General Code of Ordinances, Chapter 10, Articles IV and V. These regulations will talk about improvements such as street layout, sidewalk, and street trees.

The Planning Commission briefly discussed the applicability of any sidewalk/pathway requirement at Harvey Lake Road and to/from the elementary school and the opportunities and obstacles that might be encountered.

Ms. Corwin summarized the next step as a conceptual review to establish the design parameters that will affect the layout of the subdivision, although it is not necessary to review any engineering details. She further noted that it is not yet determined whether the Township might be able to provide a water supply at the Harvey Lake entrance. This might raise a question of whether the subdivision is required to comply with requirements of the General Code of Ordinances limit of 39 lots allowed on private wells, or if the Board might consider an exception to allow a few more lots for the proposed 42 lots. The Planning Commission could review and approve a concept plan for the 42 lots, and allow the Board to make the ultimate decision on the final number of lots.

The Planning Commission members requested that the following information be made available in their packets: hard copies of pertinent ordinance sections, copies of the minutes from the meeting when the parcel was rezoned to R1.5, an analysis of the setbacks and lot sizes in other modern subdivisions, and maps from the Township pathway plan.

Mr. Charlick offered a motion to postpone the review of the Timberland Estates subdivision until after the public hearing planned for December 4, 2025. Mr. Curtis supported the motion. Roll Call vote: Charlick, yes; Curtis, yes; O’Leary-yes; Temple-yes; Heyn-yes. Motion carries (5 yes votes, 0 no votes).

**Agenda Item #3:** Text amendment discussion: Ordinary highwater mark in LV District, Commercial and Recreational Vehicle Parking in Residential Districts, Generator placement, others of interest.

This discussion is postponed for a future date when more Planning Commission members are in attendance.

**Agenda Item #4:** Committee Updates

- Zoning Board of Appeals:
- Township Board:
- Highland Downtown Development Authority:
- Planning Director’s Update

Committee liaisons reported on the activities of their respective organizations.

**Agenda Item #5:** Minutes: November 6, 2025

Mr. Charlick offered a motion to approve the minutes of the November 6, 2025 Planning Commission meeting as presented. Mr. Heyn supported the motion which was approved by voice vote (all ayes, no nays)

***Adjournment:***

Mr. Charlick moved to adjourn the meeting at 8:45 p.m. Mr. Curtis supported the motion, which was unanimously approved by voice vote. (all ayes, no nays)

Respectfully submitted,

Elizabeth J Corwin, Planning Director  
Acting Secretary  
ejc