



Village Council Workshop Meeting Agenda
Tuesday, March 27, 2018
6:00 PM – Community Room
22 W. Burdick Street, Oxford, MI 48371
248.628.2543

1. Call to Order
2. Pledge of Allegiance & Moment of Silence
3. Roll Call: Bailey, Bossardet, Dolan, Helmuth, Frost
4. Approval of Agenda
5. Call to Public – non-agenda items

6. Business:
 - A. Discussion Regarding Village Owned Properties
 - B. Discussion of Village Staffing

7. Public Comment
8. Council Comments
9. Adjournment

Interoffice
Memorandum



To: Honorable Mayor, Sue Bossardet
Council Members
From: Drew Benson, Assistant Village Manager

Date: 3/15/2018

Re: Resolution to Support and Direct the Village Management and the Village Manager to
Identify all Village of Oxford owned Real Estate - Updated

Background

On July 11, 2017, the Village of Oxford Council ordained by resolution for the Village administration to “identify all Village of Oxford owned real estate, to analyze each property’s need for ongoing Village of Oxford objectives and goals, and to develop a controlling and detailed plan for the marketing and sale of all other real estate owned by the Village”. To that end, this memorandum is intended to update Council on the progress of this direction, and to inform a discussion regarding the future of the Village owned properties.

Attached to this memorandum is a map of all the Village-owned parcels. The parcels are highlighted in red, and the keypin notes the parcel ID’s that correspond to each individual parcel. Many of the parcels do not have addresses, and are therefore somewhat difficult to identify in layman terms. In an effort to make this map more understandable, administration has also provided a spreadsheet with the list of parcel ID’s and short descriptions of each parcel.

Highlights

The majority of the Village owned real estate is in the form of either parking, road easements, or land dedicated for specific uses, such as the Village Hall property at 18-22 W. Burdick, the Village DPW facility at 100 S. Glaspie, Scriptor Park, and Centennial Park.

A few of the more interesting sections that should be considered include:

- 1.) “Scripter Park” Round Lake & land due north (Parcels 18, 19, 22, 24, 25, 28, 29, 30)
- 2.) “Civic Center” Village Hall at 18-22 W. Burdick (Parcels 3 & 15)
- 3.) “Dayton Street Park” & Pleasant Street Parking Lot (Parcels 11, 12, 13, 16)

homes or a denser configuration such as condominiums or senior housing. Any development would have to adequately protect and buffer the homes to the north, and any development should connect to the Polly Ann Trail to allow easy access for residents to that amenity.

The land would have to be approved for sale by Village residents prior to being redeveloped. In the event of a multiple-family proposal, that land could be rezoned to RM-1 or RM-2, but in the interim, the R-1 classification is appropriate. If and when the land is developed, the development will need a road network that connects to the existing Village grid logically (most likely via an extension of Maple Street), and also that responds to the site's hilly topography.

It is also worth noting that the *2016 Parks and Recreation Master Plan* indicates the acquisition and dedication of new parkland within the Village in order to better serve the community. The Village currently maintains two parks, (Centennial & Scriptor), and there are no "neighborhood" park. Due to the unique location and size of the Dayton Street parcels, this space could also be considered for dedication as a Village Park.

2. Village Hall Complex "Civic Center"

The Village currently owns two parcels that make up the Village Hall Complex. These parcels are PO-04-27-201-031 & PO-04-27-201-032, and are currently zoned RM (Multiple Family District). The Village received electorate approval to sell these parcels in November of 2012, opening up the opportunity for the Village to explore selling the Village Hall parcels, and developing a new Village Hall complex that better fits the current and future needs of the Village.



The Near West-Side Master Plan Addendum that was adopted in 2016 stated that this property was intended to be sold. Below are the adopted objectives and action steps.

Development Objectives For 18-22 W. Burdick

- Increase residential density near downtown.
- Blend new high-density townhomes with existing adjacent single-family residential uses.
- Combine vehicular access and parking behind buildings.
- Provide direct pedestrian access or connections to building entrances from the sidewalk at front.
- Retain public overflow parking.

Implementation Actions

- Find an appropriate and fiscally responsible new home for the Village offices somewhere in the Village core.
- Sell the Village Hall to a developer that shares the Village's vision for the site.
- Add a new section to the Form Based Code for the RM-1 and RM-2 districts when located in specific locations near downtown. Ensure that the Form Based Code requires the style of development articulated in this plan. Alternatively, rezone the site to C-1 Transition to allow for development flexibility.

3. Scriptor Park Properties

The Village owns the space surrounding Round lake and the northern marsh/parkland to the north all the way to Lakeville Road. The main exception to this is 98 Glaspie, which the Village sold in July of 2017, and is currently being developed into a series of condominiums.



While all of these parcels are zoned R-1 (Single Family District), none of the Village owned parcels are used for single-family housing. There are parcels owned by the Village that could potentially be better utilized for development, or additional investment into the Scriptor Park area. The least developed of which include parcels PO-04-26-177-026 (#1 on map) & PO-04-23-355-001 (#5 on map).

According to the *Parks and Recreation Master Plan* document that was adopted by the Village in 2016, nearly 50% of

survey respondents indicated they do not use Scripser Park, making this a significantly underutilized amenity within the Village.

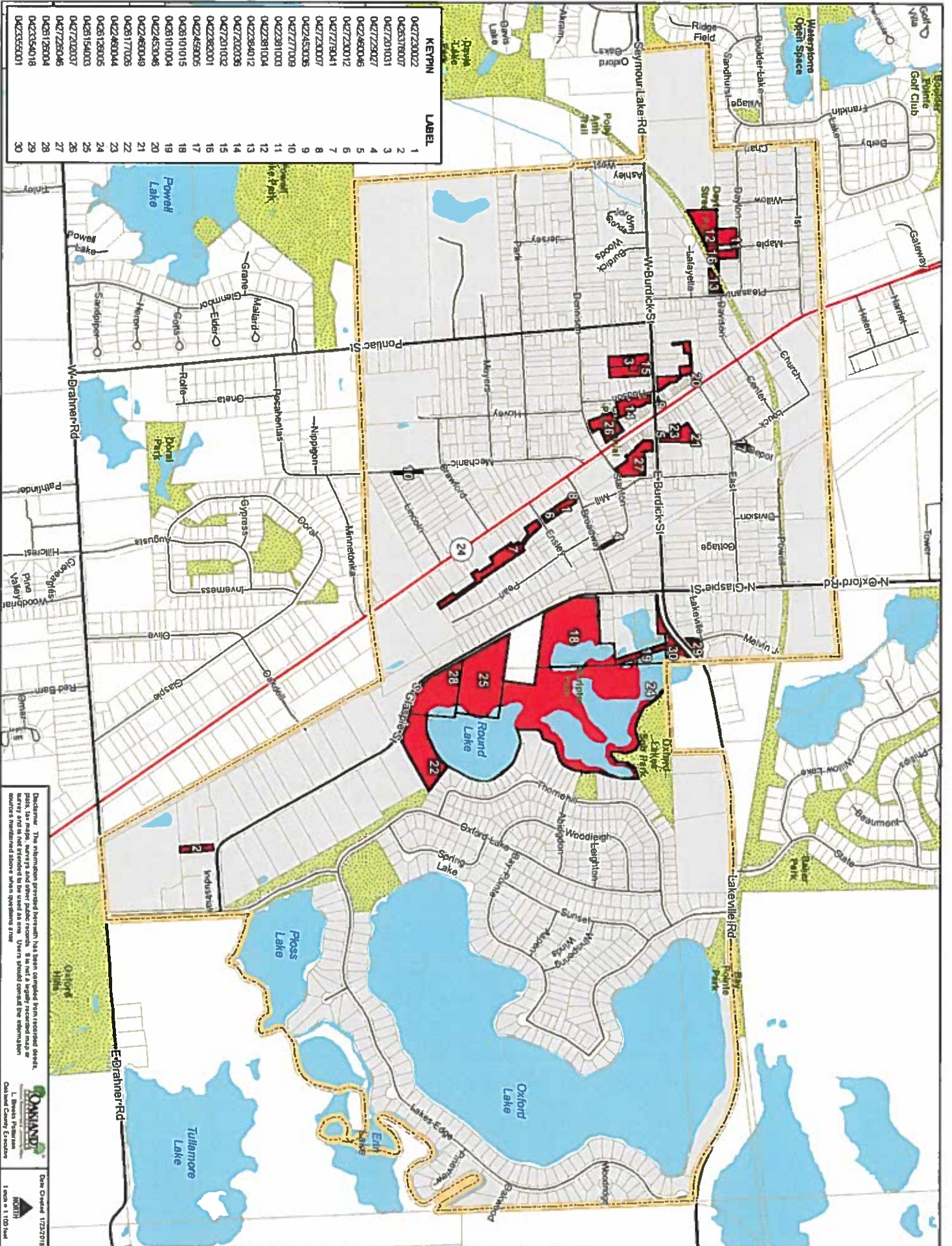
Scripser Park is the Village's main community park and because of its size, Scripser Park is listed as one of the core actions within the Master Plan. The proposed improvements included:

- Expand existing playground equipment and ensure ADA compliance
- Expand and improve nature trail with the addition of limestone material and bring to ADA compliance
- Add interpretive signage along nature trails and a directional sign from Lakeville Road
- Provide a viewing platform/fishing deck on the eastern shore of the northern pond
- Install a raised pavilion/staging area
- Provide activities for adults/seniors such as bocce courts, horseshoe pits, or other lawn games

The Village has previously secured nearly \$70,000 in grant monies from the Michigan Department of Natural Resources to provide improvements such as a bathhouse, picnic equipment, roads, parking lots, and landscaping amenities, and it is feasible that the Village could pursue additional grant funds and/or utilize the funds from the sale of other properties to continue the improvements to Scripser Park.

Recommendation

With the information provided on the attached documents and within this memorandum, it is requested the Council indicate its desire to move forward with any direction for the Village owned properties, or to only receive and file these documents at this time for future reference.



KEYPIN LABEL

- 1 0427230022
- 2 0428378007
- 3 0427201031
- 4 0427292027
- 5 0422489046
- 6 0427230012
- 7 0427219041
- 8 0427230007
- 9 0422483036
- 10 0427277009
- 11 0422981003
- 12 0422981004
- 13 0422984012
- 14 0427202036
- 15 0422982001
- 16 0422489005
- 17 0428110115
- 18 0428110104
- 19 0422483046
- 20 0422483046
- 21 0428177026
- 22 0428154003
- 23 0428159005
- 24 0428154004
- 25 0428154003
- 26 0427202037
- 27 0427299046
- 28 0428128004
- 29 0423354018
- 30 0423355001

Disclaimer: The information provided through this has been compiled from recorded deeds, plats, tax maps, surveys and other public records. It is not a legally recorded map or survey and is not intended to be used as one. Users should consult the information sources referenced above when questions arise.

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City of Oxford
Information Systems Department
1 inch = 1.00 foot



List of All Village Owned Parcels

2/13/2018

Corresponds to "Final Map"

Village Use Parks
 Parking Lot Easement
 Sold

Label on Map	Parcel ID	Notes	
11	PO-04-22-381-003	Next (east) to 64 Dayton	"Dayton Street Park"
12	PO-04-22-381-004	Just South of 64 Dayton. East of 99 W. Burdick	OR
16	PO-04-22-382-001	Just West of 18 Dayton	Vacant?
13	PO-04-22-384-012	27 Pleasant Street - Across from PAT	Parking Lot
9	PO-04-22-453-036	1 N. Washington	Museum
20	PO-04-22-453-046	(parking lot) Large Parcel located behind 1-37 N. Washington	NW Parking Lot
17	PO-04-22-459-005	Depot Street (whole thing)	Easement
23	PO-04-22-460-044	Part of Parking Lot behind 8-10 N. Washington	NE Parking lot
5	PO-04-22-460-046	Part of Parking Lot behind 15 E. Burdick	NE Parking lot
21	PO-04-22-460-049	Part of Parking Lot behind 2-18 N. Washington	NE Parking lot
29	PO-04-23-354-018	Just East of 14 Lakeville Ct	Vacant
30	PO-04-23-355-001	Just west of 544 Lakeville Road	Vacant
28	PO-04-26-101-004	Just southwest of 544 Lakeville Road	Vacant
n/a	PO-04-26-101-012	98 S. Glaspie	Sold in 2017
n/a	PO-04-26-101-013	Behind (east) of 98 S. Glaspie	Sold in 2017
18	PO-04-26-101-015	Just north of 98 S. Glaspie	"Baseball Fields"
19	PO-04-26-126-004	Just South of 100 S. Glaspie (DPW)	"Scripter Park"
24	PO-04-26-126-005	Round Lake & land behind Glaspie developments	Vacant
25	PO-04-26-154-003	100 S. Glaspie (DPW)	Village Use
22	PO-04-26-177-026	Just South of Round Lake	"Scripter Park" or Vacant
2	PO-04-26-376-007	Road easement behind (east) 925 S. Glaspie	Easement
3	PO-04-27-201-031	22 W. Burdick (Village Hall)	Village Use
15	PO-04-27-201-032	18 W. Burdick (Village Hall (DDA))	
14	PO-04-27-202-036	Parking Lot behind (west) 1-23 S. Washington	SW Parking Lot
26	PO-04-27-202-037	Parking lot & Centennial Park	"Centennial Park"
27	PO-04-27-226-046	Parking Lot behind 6-48 S. Washington	SE Parking Lot
4	PO-04-27-229-027	Part of Easement for Pearl Street (Connects to Broadway)	Easement
8	PO-04-27-230-007	Parking lot behind 72 & 76 S. Washington	Parking Lot
6	PO-04-27-230-012	Parking Lot behind 86 & 90 S. Washington	Parking Lot
1	PO-04-27-230-022	Easement behind 04-27-230-007 (behind 72 & 76 S. Washington	Easement
10	PO-04-27-277-009	Easement next (east) of Mechanic Street next to 35 Lincoln Street	Easement
7	PO-04-27-279-041	Easement & Parking lot behind 92-146 S. Washington	Easement