

# NORTHFIELD TOWNSHIP PLANNING COMMISSION Minutes of Regular Meeting July 11, 2018

## 1. CALL TO ORDER

The meeting was called to order by Chair Roman at 7:00 P.M. at 8350 Main Street.

## 2. PLEDGE OF ALLEGIANCE

## 3. ROLL CALL AND DETERMINATION OF QUORUM

Roll call:

Janet Chick	Present
Brad Cousino	Present
Eamonn Dwyer	Present
Sam Iaquinto	Present
Cecilia Infante	Present
Larry Roman	Present
John Zarzecki	Present

Also present:

Assessing & Building Assistant Mary Bird  
Planning Consultant Paul Lippens, McKenna Associates  
Members of the Community

## 4. ADOPTION OF AGENDA

- **Motion:** Roman moved, Iaquinto supported, that the agenda be adopted as presented.  
**Motion carried 7—0 on a voice vote.**

## 5. FIRST CALL TO THE PUBLIC

None present.

## 6. CLARIFICATIONS FROM THE COMMISSION

None.

## 7. CORRESPONDENCE

None.

## 8. PUBLIC HEARINGS

None.

## 9. REPORTS

### 9A. Board of Trustees

Chick reported that on July 10<sup>th</sup> the Board approved permits for the Old St. Pat's Chicken Run and the

public schools homecoming parade, installation of a Public Safety Building water meter, appointment of Jennifer Olney to the DDA, advertising for a code enforcement officer, and rates for sewer taps.

### 9B. ZBA

No meeting held since the last Planning Commission meeting.

### 9C. Staff Report

Nothing to report.

### 9D. Planning Consultant

Lippens reported the Township received one proposal in response to the North Village RFP, and he is working with the Township manager on the review of the proposal. He said they intend to make a presentation at the next Board meeting.

In answer to a question from Chick, Lippens said the scoring criteria he developed to evaluate the proposal could be used by Commissioners, Board members, or others.

### 9E. Parks and Recreation

Iaquinto reported the next meeting is July 19<sup>th</sup>, and the Bark Park and Community Garden are operating well.

### 9F. Downtown Planning Group

Nothing to report.

## 10. UNFINISHED BUSINESS

### 10A. Further Discussion: Technical Review of Northfield Township Zoning Ordinance.

Commissioners discussed how to proceed with the technical review of the ordinance. Roman said he sent comments to Lippens about improving the arrangement of information. He said he also suggested having zoning enforcement done by the building official. Pros and cons were discussed, including the small size of the Township staff and how to coordinate with other staff. Chick reported the Township Board is considering making the code enforcement position full-time due to the amount of work to be done.

Lippens noted that reorganization of the zoning ordinance could be useful in the long-run, but it would require a lot of recodification work. Lippens said he will add a restructuring paragraph in the technical

memo, and the topic will be discussed again at the next meeting.

**10B. Further Discussion: Bark Park.**

Lippens recalled he was asked to prepare information about enforcement of rules at the Bark Park. He said park regulations are set in Ann Arbor by the City Administrator, and violations are enforced by their police. He said he proposes a similar structure for the Bark Park by modifying leash requirements, allowing the Township Manager to make the Bark Park rules, and making non-compliance a civil infraction.

He said an alternative would be to create a separate section of the ordinance for dog parks

- ▶ **Motion:** Iaquinto moved, Chick supported, that the Planning Commission pass on the recommendation from the Township planner regarding Bark Park rules to the Township Board for consideration.

**Motion carried 7—0 on a roll call vote.**

**11. NEW BUSINESS**

None.

**12. MINUTES**

- ▶ **Motion:** Roman moved, Iaquinto supported, that the minutes of the June 6, 2018, regular meeting be approved as presented, and to dispense with the reading. **Motion carried 7—0 on a voice vote.**

**13. SECOND CALL TO THE PUBLIC**

None present.

**14. COMMENTS FROM THE COMMISSIONERS**

Chick reported that the Board passed the temporary holiday sales ordinance. Lippens said action on other recommendations from the Planning Commission were postponed by the Board, and he said he will follow up on these with the Township Manager.

Cousino said someone asked him whether there is any interest in investigating an ordinance for tiny homes. Lippens said it would be interesting to hear comments from Commissioners about these or other new types of homes. He noted there are issues related to differentiating them from manufactured home regulations.

**15. ANNOUNCEMENT OF NEXT MEETING**

**July 25, 2018**, at 7:00 P.M. at the Public Safety Building was announced as the next regular Commission meeting time and location.

**16. ADJOURNMENT**

- ▶ **Motion:** Roman moved, Iaquinto supported, that the meeting be adjourned.  
**Motion carried 7—0 on a voice vote.**

The meeting was adjourned at 7:32 P.M.

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Prepared by Lisa Lemble.

Corrections to the originally issued minutes are indicated as follows:

Wording removed is ~~stricken through~~;

Wording added is underlined.

Adopted on \_\_\_\_\_, 2018.

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Larry Roman, Chair

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John Zarzecki, Secretary

Official minutes of all meetings are available on the Township's website at <http://www.twp-northfield.org/government/>