

# NORTHFIELD TOWNSHIP PLANNING COMMISSION Minutes of Regular Meeting October 3, 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	Absent with notice

Also present:

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

## 4. ADOPTION OF AGENDA

- **Motion:** Roman moved, Iaquinto supported, that the agenda be adopted as presented.  
**Motion carried 6—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 September 25<sup>th</sup> the Board

- discussed the Wastewater Treatment Plant and the option of a retention tank,

- reviewed the Lockwood proposal for the North Village site and made plans for considering other options for the site,
- approved the three conditional use permits recommended by the Planning Commission on September 19<sup>th</sup>, and
- Passed a resolution opposed to a Michigan Senate Bill regarding 5G communications facilities.

### 9B. ZBA

Has not met since the last Planning Commission meeting.

### 9C. Staff Report

Nothing to report.

### 9D. Planning Consultant

Regarding the People's Express site plan, Lippens noted paving requirements can be waived only in AR districts, but the area on the site paved with millings appears to be sufficient to support the vehicles proposed, and he will follow up with the Township engineer regarding that.

Commissioners briefly discussed the option of amending the ordinance to allow paving waivers in all zoning districts, and expressed concern about setting a precedent.

### 9E. Parks and Recreation

Iaquinto reported:

- a one mile trail has been completed through the North Village site, and signs will be going up soon.
- on October 11<sup>th</sup> they will meet to start working on the plan for the North Village site as requested by the Township Board.

### 9F. Downtown Planning Group

Has not met since the last Planning Commission meeting.

## 10. UNFINISHED BUSINESS

None.

## 11. NEW BUSINESS

*Master Plan: Update Tentative Schedule.* Lippens referred to his schedule (dated September 27<sup>th</sup>), noting:

- he is proposing a fairly condensed schedule for updating the Master Plan to match the work on the zoning ordinance,

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- a public Workshop/Open House is planned for the next Planning Commission meeting, and
- work on specific areas of interest to be included in the revised Plan (Non-Motorized Plan, open Space Preservation Plan, General Updates, and Whitmore Lake Downtown Strategic Acton Plan and Design Framework) will be done in November through January, and
- the plan could be released in late January or early February, with a public hearing and possible adoption after the required 63 day public comment period.

In answer to questions, Lippens said the zoning ordinance revision audit is complete and he is working on additional sections as discussed in preparation for the scheduled review in December.

For the Master Plan Workshop/Open House scheduled for October 17<sup>th</sup>, Lippens suggested setting up the room for input on focus areas (the Whitmore Lake Overlay, US-23 interchanges, single-family areas, and preservation), an area for people to comment on "What's Your Big Idea?", and a design preference survey area. Commissioners made suggestions regarding the format. After discussion, it was agreed to start the regular business meeting at 6:45 P.M. if the People's Express site plan is ready for consideration, to be followed by the workshop/open house.

Commissioners discussed matters related to the Master Plan, including what work was authorized by the Township Board, what cluster housing is, and the importance of getting input from the public in other ways in addition to this Open House (via the Township website, creating a Facebook page, etc.). Lippens said past data collected by the Township or doing an on-line survey could also be considered.

**12. MINUTES**

- ▶ **Motion:** Roman moved, Iaquinto supported, that the minutes of September 19, 2018, regular meeting be approved as presented, and to dispense with the reading.  
**Motion carried 6—0 on a voice vote.**

**13. SECOND CALL TO THE PUBLIC**

None present.

**14. COMMENTS FROM THE COMMISSIONERS**

Commissioners made comments including:

- The surface made of asphalt millings on The People's Express site appears to be adequate for the proposed used.
- Thanked the Park and Recreation Committee for creating the trail in the North Village park.

**15. ANNOUNCEMENT OF NEXT MEETING**

**October 17, 2018**, at 6:45 P.M. at the Public Safety Building was announced as the next regular Commission meeting time and location, followed by an Open House for input on Master Plan revisions at 7:00 P.M.

**16. ADJOURNMENT**

- ▶ **Motion:** Roman moved, Iaquinto supported, that the meeting be adjourned.  
**Motion carried 6—0 on a voice vote.**

The meeting was adjourned at 8:05 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/>