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:
Building/Planning/Zoning Coordinator 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 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 at the September 19th meeting the Master Plan was tabled due to the wrong version being included in the packet, reaffirmed the zoning ordinance amendment allowing first floor residential as a Conditional Use in WLD-D and WLD-NV, and approved the Conditional Use Permit amendment for The Dog House.

9B. ZBA
Has not met since the last Planning Commission meeting.

9C. Staff Report
Nothing to report.

9D. Planning Consultant
Lippens reported:
• The Board subcommittee met with the second developer interested in the North Village site and a second meeting will be held next week,
• The Township engineering has given final approval for the Speedway lot split and private road,
• The Absolute Storage applicant anticipates coming back to the Commission soon with suitable masonry options.

9E. Parks and Recreation
Nothing to report.

9F. Downtown Planning Group
The next meeting will be September 26th.

10. UNFINISHED BUSINESS

10A. Update Zoning Ordinance Revision Project
Tasks Schedule.

Lippens noted this is slightly behind schedule, mostly due to work on marijuana regulations, the Master Plan process, and the review of North Village development proposals.

He said he plans to provide Commissioners with a draft in November and said a subcommittee could be formed to review the revised ordinance at that point for efficiency. He said that draft will include changes from the technical review and “ease of use” reformatting. Commissioners agreed the review should be done by the full Commission.

There was a brief discussion about whether any new trends were discernable from recent ZBA applications or enforcement logs that would indicate the need for additional amendments. It was agreed there was not.

Lippens noted next Township Board packet will include information on the application procedure and analysis on potential buffer areas regarding marijuana businesses that they asked him to draft.
11. NEW BUSINESS

11A. Discussion: Revisions to Whitmore Lake/North Territorial Road Overlay District.

Per Lippens’ September 12th memo, the Commission considered whether the Whitmore Lake/North Territorial overlay district should be eliminated or significantly revised.

Lippens noted that much of the General Commercial (GC) land in the Township is in this overlay district. He recommended that if the overlay district is eliminated that the design standards in it such as sidewalks, street side landscaping, pedestrian accessibility, etc., be incorporated into the underlying districts because they would be valuable regardless of the where the various zoning districts are found in the Township. He added that the history of the overlay district is tied to the consideration of extending the sewer district to the Territorial and US-23 area.

He noted the goal is to make regulations, design standards, and procedures clearer.

Commissioners made comments, including:

- It would be helpful to have a map of the area included in documents prepared for discussion.
- When first implemented the goal was to open up the areas in the overlay district to encourage development, but with some conditions for the additional uses.
- Since it was adopted significant development of the type desired has not occurred.
- Overlay districts are more difficult for developers to understand and for the Township to administer.

It was agreed to eliminate the overlay district and incorporate the design standards into the underlying districts as outlined in the memo. Lippens said he will provide a map for further discussion at the next meeting before he drafts the changes to the ordinance.

In answer to a question from Roman, Lippens said overlay districts are typically applied across multiple zoning districts to unify a corridor. Roman said he sees that this can still be a useful tool for the Township. Cousino said he sees this as a type of master planning, but the issue remains of how to get the word out to developers about the additional options.

Commissioners asked Lippens to provide a map of sewer line locations in the next packet.

12. MINUTES

- Motion: Roman moved, Iaquinto supported, that the minutes of August 21, 2019, 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

None.

15. ANNOUNCEMENT OF NEXT MEETING

October 2, 2019, 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, Chick supported, that the meeting be adjourned. Motion carried 7—0 on a voice vote.

The meeting was adjourned at 7:44 P.M.

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 ____________________________, 2019.

Larry Roman, Chair  John Zarzecki, Secretary

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