

# NORTHFIELD TOWNSHIP PLANNING COMMISSION Minutes of Regular Meeting July 6, 2016

## 1. CALL TO ORDER

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

## 2. PLEDGE OF ALLEGIANCE

## 3. ROLL CALL AND DETERMINATION OF QUORUM

Roll call:

Janet Chick	Absent with notice
Marlene Chockley	Present
Brad Cousino	Present
Kenneth Dignan	Present
Sam Iaquinto	Absent with notice
Larry Roman	Present
Mark Stanalajczo	Present

Also present:

Township Manager Howard Fink  
Assessing & Building Assistant Mary Bird  
Planning Consultant Sally Hodges, McKenna Associates  
Recording Secretary Lisa Lemble  
Members of the Community

## 4. ADOPTION OF AGENDA

- **Motion:** Stanalajczo moved, Roman supported, that the agenda be adopted as amended.  
**Motion carried 5—0 on a voice vote.**

## 5. FIRST CALL TO THE PUBLIC

David Gordon, 5558 Hellner Road, commented on the report on the Biltmore Development proposal, urged the Commission to focus on preservation of open space, and encouraged everyone to vote.

## 6. CLARIFICATIONS FROM THE COMMISSION

Dignan reported that a public hearing and discussion of the report on the Biltmore Development proposal is scheduled for the August 3<sup>rd</sup> Planning Commission agenda.

## 7. CORRESPONDENCE

None.

## 8. PUBLIC HEARINGS

- 8A. **Proposed amendments to the Northfield Township Zoning Ordinance text to create a new Zoning Overlay District.**

- **Motion:** Stanalajczo moved, Chockley supported, that the public hearing be opened.  
**Motion carried 5—0 on a voice vote.**

Hodges explained the proposed lake overlay district would provide reduced setbacks in recognition of the unique character of lakefront lots. In answer to questions, she said it is appropriate to act on the text amendment before establishing the boundaries of the district, and the new regulations would apply to all SR1 lots whether they have lake frontage or not. The Commission discussed the 25'/50' vegetative/building setbacks from waterfronts stated elsewhere in the ordinance, and whether it is appropriate to allow 20' building setbacks in this overlay district.

Dignan called for comments from the public. There were none.

- **Motion:** Stanalajczo moved, Dignan supported, that the public hearing be closed.  
**Motion carried 5—0 on a voice vote.**

- 8B. **Proposed amendments to the standards used by the Zoning Board of Appeals when considering and granting variances from the zoning ordinance.**

- **Motion:** Stanalajczo moved, Chockley supported, that the public hearing be opened.  
**Motion carried 5—0 on a voice vote.**

Hodges recalled these amendments were requested by the Zoning Board of Appeals to bring the standards for determination for variances into compliance with current law. She noted this includes the elimination of use variances.

Dignan called for comments from the public. There were none.

- **Motion:** Stanalajczo moved, Chockley supported, that the public hearing be closed.  
**Motion carried 5—0 on a voice vote.**

## 9. REPORTS

### 7A. Board of Trustees

Fink reported on the Board's discussion of the purchase of the Van Curler property and the public forum set up on the Township's website and on capital improvement planning for the Fire Department.

### 7B. ZBA

Did not meet.

### 7C. Staff Report

Nothing to report.

### 7D. Planning Consultant

Hodges reported this will be her last meeting with the Commission as she is retiring, so Patrick Sloan will begin working with the Commission. The Commissioners all thanked her for the professionalism and expertise she brought to the Township.

## 10. UNFINISHED BUSINESS

### 10A. Proposed amendments to the Northfield Township Zoning Ordinance text to create a new Zoning Overlay District.

- ▶ **Motion:** Stanalajczo moved, Dignan supported, that the Planning Commission recommend to the Township Board that they adopt the proposed text amendments to the Northfield Township Zoning Ordinance to create a new lake overlay district.
- ▶ **Motion to Amend:** Chockley moved, Roman supported, that the proposed rear yard setback be amended to 25 feet. **Motion carried 3—2 on a roll call vote, Dignan and Stanalajczo opposed.**

Original Motion carried 5—0 on a roll call vote.

### 10B. Proposed amendments to the standards used by the Zoning Board of Appeals when considering and granting variances from the zoning ordinance.

- ▶ **Motion:** Stanalajczo moved, Chockley supported, that the Planning Commission recommend to the Township Board that they adopt the proposed amendments to the standards used by the Zoning Board Appeals when considering and granting variances from the Zoning ordinance as presented tonight. **Motion carried 5—0 on a roll call vote.**

## 11. NEW BUSINESS

### 11A. Planning Commission Goal #1: Review of Business Zoning Districts and Enterprise Services District.

Hodges noted the Commission had briefly discussed this substantial project previously. She reviewed the chart comparing the existing commercial districts and uses allowed in each, and she made preliminary comments about whether the uses are appropriate and realistic and whether other uses should be included.

Hodges said the Limited Industrial district appears appropriate. For the General Industrial district she recommended making dog training facilities conditional uses to bring an existing use into compliance. There was a brief discussion about where schools should be allowed by right or by conditional

use, and whether local zoning applies to public and/or private schools. There was considerable discussion about uses allowed in the Enterprise Services district and whether a district which is applied to so few parcels should be retained, as well as potential changes to the ordinance in general to reduce regulations.

It was agreed to continue discussion on July 20<sup>th</sup> with more information from the Township's planners, and to make plans to invite constituents of this area to discuss ideas with the Commissioners at a future meeting.

## 12. APPROVAL OF MINUTES

- ▶ **Motion:** Stanalajczo moved, Chockley supported, that the minutes of the June 15, 2016, regular meeting be approved as presented, and to dispense with the reading. **Motion carried 5—0 on a voice vote.**

## 13. SECOND CALL TO THE PUBLIC

David Gordon asked why a public hearing has been scheduled for the Biltmore Development report, expressed support for the a lakefront park, expressed disappointment that no members of the public were interested in commenting during the public hearings, supported the Commission's focus on downtown improvements, and thanked the teachers in the community.

## 14. COMMENTS FROM THE COMMISSIONERS

Dignan said a public hearing has been scheduled for the report on the Biltmore Development proposal on advice of counsel.

## 15. ANNOUNCEMENT OF NEXT MEETING

**July 20, 2016**, at 7:00 P.M. at the Public Safety Building was announced as the next regular Commission meeting time and location.

## 16. ADJOURNMENT

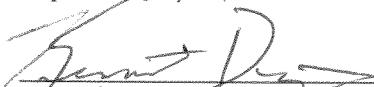
- ▶ **Motion:** Roman moved, Chockley supported, that the meeting be adjourned.  
**Motion carried 5—0 on a voice vote.**

The meeting was adjourned at 8:42 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 July 20, 2016.

  
Kenneth Dignan, Chair

  
Mark Stanalajczo, Secretary

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