

**NORTHFIELD TOWNSHIP  
PLANNING COMMISSION  
Minutes of Regular Meeting  
April 20, 2016**

**1. CALL TO ORDER**

The meeting was called to order by Secretary Mark Stanalajczko at 7:04 P.M. at 8350 Main Street.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

**AND DETERMINATION OF QUORUM**

Roll call:

Janet Chick	Present (arrived at 7:10 P.M.)
Marlene Chockley	Present
Brad Cousino	Present
Kenneth Dignan	Absent with notice
Sam Iaquinto	Absent with notice
Larry Roman	Present
Mark Stanalajczko	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. APPROVAL OF AGENDA**

- ▶ **Motion:** Roman moved, Chockley supported, that the agenda be adopted as presented.  
**Motion carried 4—0 on a voice vote.**

**5. FIRST CALL TO THE PUBLIC**

David Gordon, 5558 Hellner Road, commented on the status of the Biltmore Development proposal and urged the Commission to concentrate on preservation of open space, farmland, and natural features.

[Chick arrived at this point].

Craig Warburton, 450 W. Joy Road, criticized the recently adopted by-laws.

**6. CORRESPONDENCE**

None.

**7. REPORTS**

**7A. Board of Trustees**

Chick reported that on April 12<sup>th</sup> the Board approved zoning ordinance amendment regarding churches.

**7B. ZBA**

Has not met since the last Planning Commission meeting.

**7C. Staff Report**

Fink reported a site plan has been submitted by Arvin Sango, an automobile parts supplier, for a new development in the JoMar technology park, Driftwood Marina has requested zoning compliance approval and will require site plan approval, the community garden site work has begun, and the owners of the Van Curler property and their broker have verbally agreed to a purchase agreement as approved by the Township Board.

**7D. Planning Consultant**

Hodges reported that the ZBA has recommended that the Planning Commission review and revise the zoning ordinance's criteria for granting zoning variances.

**8. PUBLIC HEARINGS**

None.

**9. OLD BUSINESS**

**9A. Lake Overlay Zoning.**

Hodges reviewed her April 13<sup>th</sup> memo and recommended that Wildwood Lake not be included in any overlay district because their front yard setbacks there are generally in compliance. She recommended separate overlay districts for Whitmore Lake and Horseshoe Lake.

Commissioners discussed whether the requirement for setbacks from the lake should be increased from 20 to 25 feet to correspond to regulations in other zoning ordinance sections, including concerns about protecting lake quality and groundwater recharge areas and comparison to Green Oak regulations.

- ▶ **Motion:** Stanalajczko moved, Roman supported, to direct the planner to include the recommendations presented tonight for the lake overlay districts in a zoning ordinance text format for Planning Commission consideration.  
**Motion carried 5—0 on a roll call vote.**

**9B. Discussion of Policy for Petitioner's Requests to the Planning Commission.**

Fink reviewed the process currently used for petitioners to submit requests from initial staff responses to informal inquiries made at the public counter through zoning compliance review and the role of the Zoning Board of Appeals. He explained that—as

in the case of the request from Living Water Church—a process of discernment is sometimes necessary to determine the proper avenue to pursue—rezoning, ZBA request, text amendment, etc. He said requests about which the Township Manager and the planning consultant do not agree should require either a formal application from the party making the request or the matter should be brought to the Planning Commission for determination.

It was agreed this information should be put into writing, but Roman said an ordinance change should not be an easy thing to do based on the request of one party, and there are currently too many zoning districts in the Township.

Considering more performance/impact-based zoning criteria and reducing the number of zoning districts were briefly discussed. It was agreed that Hodges will prepare information for the Planning Commission to consider.

#### 10. NEW BUSINESS

None.

#### 11. MINUTES

##### April 6, 2016, Regular Meeting

Stanalajczo corrected a motion under Old Business.

- ▶ **Motion:** Chick moved, Stanalajczo supported, that the minutes of the April 6, 2016, regular meeting be approved as amended, and to dispense with the reading. **Motion carried 5—0 on a voice vote.**

#### 12. POLICY REVIEW AND DISCUSSION

None.

#### 13. SECOND CALL TO THE PUBLIC

In answer to a question from David Gordon, Hodges clarified that “a majority of the seated Commissioners” required to amend or adopt a master plan is four Commissioners, not three. Craig Warburton commented on the way zoning requests are brought to the Commission.

#### 14. COMMENTS FROM THE COMMISSIONERS

Stanalajczo asked that everyone keep men and women in uniform in their thoughts and prayers.

#### 15. ANNOUNCEMENT OF NEXT MEETING

**May 4, 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, Chick supported, that the meeting be adjourned.  
**Motion carried 5—0 on a voice vote.**

The meeting was adjourned at 8:11 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 May 4, 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/>