

**NORTHFIELD TOWNSHIP  
PLANNING COMMISSION  
Minutes of Regular Meeting  
February 7, 2018**

**1. CALL TO ORDER**

The meeting was called to order by Chair Roman at 7:03 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	Absent with notice
Sam Iaquinto	Absent with notice
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, Chick supported, that the agenda be adopted as presented.  
**Motion carried 4—0 on a voice vote.**

**5. FIRST CALL TO THE PUBLIC**

No comments.

**6. CLARIFICATIONS FROM THE COMMISSION**

None.

**7. CORRESPONDENCE**

None.

**8. PUBLIC HEARINGS**

None.

**9. REPORTS**

**9A. Board of Trustees**

Chick reported that on January 23<sup>rd</sup> the Board approved the LАWNET lease for the 2<sup>nd</sup> floor of the Public Safety building and discussed possible changes to the Township office configuration.

**9B. ZBA**

Cousino reported that at the January meeting the ZBA approved a variance to allow a garage to be built across from 442 East Shore Drive on a parcel not containing a principal dwelling.

**9C. Staff Report**

Nothing to report.

**9D. Planning Consultant**

Lippens announced that the Request for Proposals for the North Village site has been released, and the information session related to that will be held on the afternoon of February 21<sup>st</sup>.

Regarding the JoMar Road private road application Lippens said he is working to arrange the meeting with the applicant as directed by the Commission at the January 17<sup>th</sup>.

Lippens introduced Alex Novak, an Assistant Planner with McKenna, who will be assisting him with planning issues for the Township.

**9E. Parks and Recreation**

No report.

**9F. Downtown Planning Group**

Infante reported that on January 22<sup>nd</sup> the Planning Group discussed the possible reuse of 75 Barker Road, and the DDA voted to request that the Board direct the Planning Commission to look at underlying zoning in the overlay district on Whitmore Lake Road south of North Territorial.

**10. UNFINISHED BUSINESS**

None.

**11. NEW BUSINESS**

**11A. Zoning Ordinance Revisions Schedule.**

Planning consultant Paul Lippens reviewed the *Project Tasks and Schedule* document included in the packet for work on zoning ordinance revisions. He said the goal is to develop amendments that are in line with best planning practices. In answer to questions he said the memo prepared at the end of the technical review will be topic-based, and while he wants to be able to do a complete review with the Commission, he wants to avoid the situation of that review taking so long that once it is complete another review is desired.

Some Commissioners recalled that a complete review was done several years ago, and while they understand that planners and Commissioners have been changed, they did not expect so complete a review to be in order at this point. Lippens said they want to fix some of the

larger issues to make sure community norms are reflected based on recent discussions, but it is also common to do a review of this type approximately every five years.

Chick said she wants to be assured that every meeting agenda will contain a couple of substantive amendments to consider. In answer to a question, Lippens said the natural features protection ordinance is quite strong, but it can be reviewed to see if it is working as desired.

Lippens said he understands that Commissioners want to have substantive revision proposals ready for review at each meeting and he will have some of the urgent revisions ready for review at the next meeting. Roman reported that the three Commissioners not in attendance informed him via email or phone that they are in favor of proceeding with the plan for review as outlined in McKenna's February 2<sup>nd</sup> proposal.

- **Motion:** Roman moved, Chick supported, that the Planning Commission move forward with the Northfield Township zoning ordinance revision as proposed in the February 2, 2018, report from McKenna. **Motion carried 4—0 on a roll call vote.**

## 12. MINUTES

**January 17, 2018, Regular Meeting**  
Janet noted one correction.

- **Motion:** Roman moved, Cousino supported, that the minutes of the January 17, 2018, regular meeting be approved as corrected, and to dispense with the reading.  
**Motion carried 4—0 on a voice vote.**

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Prepared by Lisa Lemble.

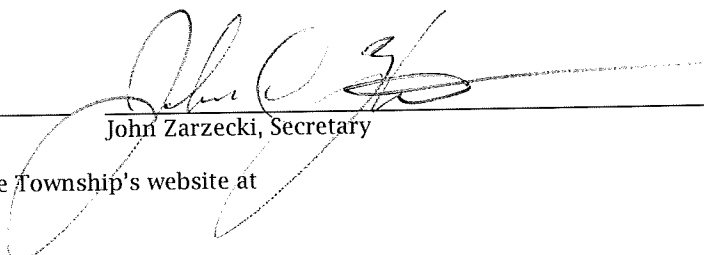
Corrections to the originally issued minutes are indicated as follows:

Wording removed is ~~stricken through~~;

Wording added is underlined.

Adopted on February 21, 2018.

  
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/>

## 13. SECOND CALL TO THE PUBLIC

No comments.

## 14. COMMENTS FROM THE COMMISSIONERS

Chick reported that someone asked her whether a policy or plan could be developed to designate certain areas as protected from development. Lippens said that could be considered as part of a master planning process, but there are zoning rights that cannot be taken away involuntarily. Infante said State and County laws regarding land preservation are very strong and the Master Plan is excellent, so perhaps more public education about those could alleviate some concerns.

## 15. ANNOUNCEMENT OF NEXT MEETING

**February 21, 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, Cousino supported, that the meeting be adjourned.  
**Motion carried 4—0 on a voice vote.**

The meeting adjourned at 7:50 P.M.