

**NORTHFIELD TOWNSHIP
PLANNING COMMISSION
Minutes of Regular Meeting
May 2, 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	Absent with notice
Brad Cousino	Absent with notice
Eamonn Dwyer	Present
Sam Iaquinto	Present
Cecilia Infante	Present
Larry Roman	Present
John Zarzecki	Present

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

5. FIRST CALL TO THE PUBLIC

Tawn Beliger, Township Board Trustee, 8365 Earhart Road, asked for assistance in making rules posted at the Bark Park enforceable.

6. CLARIFICATIONS FROM THE COMMISSION

Regarding the type of regulations brought up by Beliger during First Call to the Public Lippens said this is a general code ordinance issue and should be directed to the Board. He noted the Planning Commission could make an advisory recommendation. Iaquinto said the Township Board has not acted on this issue despite a request from the Parks and Recreation Committee. It was agreed to place this on the next Planning Commission agenda.

7. CORRESPONDENCE

None.

8. PUBLIC HEARINGS

None.

9. REPORTS

9A. Board of Trustees

No report.

9B. ZBA

No report.

9C. Staff Report

Nothing to report.

9D. Planning Consultant

Lippens noted the deadline for submittal of responses to the Request for Proposals for North Village has been revised to June 20th based on requests from developers for additional time to prepare proposals.

9E. Parks and Recreation

Iaquinto said the community garden will be in operation this year, and anyone interested in a plot should contact Jennifer Carlisle in the Township office.

9F. Downtown Planning Group

Infante reported that on April 23rd the group passed motions to request the Board of Trustees to engage a building inspector for 75 Barker Road and to request authorization from the Township Board to manage the waterfront part of the North Village property.

10. UNFINISHED BUSINESS

10A. Further Discussion on Accessory Setback Clarifications.

Lippens referred to the proposal to clarify accessory setbacks based on the Commission's discussion on April 18th.

- ▶ **Motion:** Roman moved, Zarzecki supported, that the Planning Commission accept the memo regarding Accessory Setback Clarifications, Revision #2, as written, and to forward it to the Board of Trustees for approval.
Motion carried 5—0 on a roll call vote.

Lippens noted that a public hearing for this zoning ordinance amendment and for the Temporary Sales

amendment recommended for approval at the April 18th meeting need to be scheduled for public hearings.

- ▶ **Motion:** Roman moved, Zarzecki supported, to set public hearings for both the Temporary Holiday Sales and the Accessory Setback Clarifications, Revision #2 zoning ordinance amendments.
Motion carried 5—0 on a roll call vote.

11. NEW BUSINESS

11A. Discussion on Yard Measurements: Overhang Clarification.

Lippens referred to his memo regarding Section 36-98(f) to make it clearer that roof overhangs up to two feet are allowed within required setbacks.

Commissioners agreed the proposed language is clearer.

- ▶ **Motion:** Roman moved, Iaquinto supported, that the Planning Commission accept the memo regarding Yard Measurements: Overhang Clarification, to set this amendment to the zoning ordinance for public hearing, and to forward it to the Township Board of Trustees for approval.
Motion carried 5—0 on a roll call vote.

12. MINUTES

- ▶ **Motion:** Roman moved, Iaquinto supported, that the minutes of the April 18, 2018, 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

Tawn Beliger thanked the Commission for their assistance regarding Bark Park regulations. David Gordon, 5558 Hellner Road shared a joke.

14. COMMENTS FROM THE COMMISSIONERS

Zarzecki noted the Township will hold a Clean-up Day on June 9th.

15. ANNOUNCEMENT OF NEXT MEETING

May 16, 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, Iaquinto supported, that the meeting be adjourned.
Motion carried 5—0 on a voice vote.

The meeting was adjourned at 7:24 P.M.

Prepared by Lisa Lemble.

Corrections to the originally issued minutes are indicated as follows:

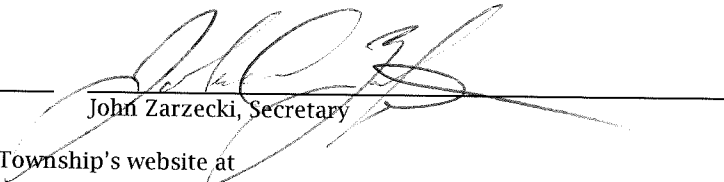
Wording removed is ~~stricken through~~;

Wording added is underlined.

Adopted on May 16, 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/>