

**NORTHFIELD TOWNSHIP
PLANNING COMMISSION
Minutes of Regular Meeting
November 15, 2017**

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
Sam Iaquinto	Present
Cecilia Infante	Present
Larry Roman	Present
Amy Steffens	Present
John Zarzecki	Present

Also present:

Assessing & Building Assistant Mary Bird
Planning Consultant Paul Lippens, McKenna Associates
Township Engineer Marcus McNamara, OHM
Recording Secretary Lisa Lemble
Members of the Community

4. ADOPTION OF AGENDA

- ▶ **Motion:** Roman moved, Iaquinto supported, items 10 and 11 be switched on the agenda.
Motion carried 7—0 on a voice vote.
- ▶ **Motion:** Roman moved, Chick supported, that the agenda be adopted as amended.
Motion carried 7—0 on a voice vote.

5. FIRST CALL TO THE PUBLIC

David Gordon, 5558 Hellner Road and Carolin Short, 6770 Nollar Road, made recommendations regarding the proposed Downtown Plan and expressed concerns about light and noise regarding the Ann Arbor Dog Training Club application.

6. CLARIFICATIONS FROM THE COMMISSION

None.

7. CORRESPONDENCE

None.

8. PUBLIC HEARINGS

- 8A. Case #JPC170004; Ann Arbor Dog Training Club; 1575 E. North Territorial Road; Conditional Use Permit (CUP) under Section 36-838 for a new 18,000 square foot building; Parcel 02-21-300-017; Zoned GH—General Industrial**

- ▶ **Motion:** Roman moved, Iaquinto supported, that the public hearing be opened.
Motion carried 7—0 on a roll call vote.

Dave Hughes, Vanston O'Brien, appeared for the applicant, offered to answer questions, and said the Club complies with all regulations.

Planning Consultant Lippens noted the Commission is considering both a Conditional Use Permit (CUP) and site plan, reported that the Zoning Board of Appeals had granted a setback variance for the proposed building, and reviewed the findings in his report. He recommended approval of the CUP application with conditions:

- A note be placed on the site plan confirming that no overnight boarding will occur and that the site plan be part of the CUP approval.
- Additional landscaping around the pond for stormwater processing as requested by the Washtenaw County Drain Commission. (This can be approved administratively by staff).
- The required dry hydrant be installed next to the pond per the Fire Chief's memo.
- Any additional requirements the Commission wishes to add after considering any comments made during the public hearing.

Marcus McNamara, Township engineer said there are no engineering concerns related to the CUP.

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

In answer to a question, Lippens said proposed lighting complies with Township ordinances, is downward directed and shielded, and will not trespass onto adjacent properties. Hughes said there will be low level lights over each door, and they will be on a timer to turn off at 10:00 P.M. A Club member said the Club operates from 6:30 A.M. to 10:00 P.M. Chick noted landscaping being added will further diffuse the effect of lighting on other properties.

- ▶ **Motion:** Roman moved, Iaquinto supported, that the public hearing be closed.
Motion carried 7—0 on a roll call vote.

9. REPORTS

9A. Board of Trustees

Chick reported that on 11/14/17 Board considered 17 agenda items, including authorizing negotiations for a local law enforcement agency to build out and lease part of the second floor of the Public Safety Building

9B. ZBA

No meeting since the last Planning Commission meeting.

9C. Staff Report

Nothing to report.

9D. Planning Consultant

Lippens reported:

- The Township attorney is reviewing the proposed sign ordinance.
- The RFP for North Village is also being reviewed by the Township attorney, and it is hoped that the Board will be able to consider it on 11/28/17.
- He hopes a list of possible zoning ordinance amendments and planning procedures will be considered by the Board on 11/28/17.

9E. Parks and Recreation

Iaquinto reported the next bi-monthly meeting will be December 21st, and he invited all interested parties to attend.

9F. Downtown Planning Group. Has not met since the last Planning Commission meeting.

10. NEW BUSINESS

10A. Case #JPC170004; Ann Arbor Dog Training Club; 1575 E. North Territorial Road; Site Plan for a new 18,000 square foot building; Parcel 02-21-300-017; zoned GH—General Industrial

- ▶ **Motion:** Roman moved, Chick supported, to consider both the CUP and site plan applications for the Ann Arbor Dog Training Club for construction of an 18,000 square foot building. **Motion carried 7—0 on a voice vote.**

Lippens briefly reviewed his written report and recommended approval of the site plan with some revisions on the final site plan, to be approved administratively by Township planner, including no overnight boarding of dogs being noted on the site plan, the applicant addressing the comments of Fire Chief and Washtenaw Drain Commission on the plan, and the dry hydrant being added.

- ▶ **Motion:** Roman moved, Iaquinto supported, to recommend approval to the Township Board of the Conditional Use Permit, with conditions listed on November 6, 2017, McKenna report, for the Ann Arbor Dog Training Club, 1575 E. North Territorial Road. **Motion carried 7—0 on a roll call vote.**

- ▶ **Motion:** Roman moved, Chick supported, to recommend approval to the Township Board of the site plan for the Ann Arbor Dog Training Club, 1575 E. North Territorial Road, for the construction an 18,000 square foot building, subject to conditions listed on November 6, 2017, McKenna report, and conditioned upon any comments from the Township Engineer, Fire Chief, and Township departments being addressed on the final site plan. **Motion carried 7—0 on a roll call vote.**

11. UNFINISHED BUSINESS

11A. Further Discussion of Proposed Downtown Plan—North Village.

Lippens noted this plan was commissioned by the Downtown Development Authority (DDA) and he has recommended that it be incorporated into the Master Plan when the next update is undertaken. He noted the process of developing the plan included many meetings with the DDA and with the public and a survey.

Referring to comments made during the Call to the Public, Iaquinto noted that a beach, fishing dock, and public parking are part of the plan. Chick noted this plan is a vision for the area, it is fluid, and it can be changed in the future.

There was a brief discussion of the "branding" issue of how this area is referred to--Whitmore Lake vs. Northfield Township. Lippens noted the DDA and the Downtown Planning Committee discussed this in depth, and he listed many examples of unincorporated areas that are known by different names than the Townships they are in. Chick noted Northfield Township residents want to feel like they are owners of these plans, too.

11B. Consider introducing a motion to accept the plan as policy and incorporate the plan into the next Master Plan update as recommended by the DDA.

- ▶ **Motion:** Roman moved, Iaquinto supported, to recommend to the Board of Trustees that it accept the Downtown Plan as policy and incorporate the plan into the next Master Plan update as recommended by the DDA. **Motion carried 7—0 on a roll call vote.**

12. MINUTES

- ▶ **Motion:** Roman moved, Iaquinto supported, that the minutes of the regular meeting of October 18, 21017, and the Joint Meeting of October 24, 2017, with the Township Board be approved as presented, and to dispense with the reading.
Motion carried 7–0 on a voice vote.

13. SECOND CALL TO THE PUBLIC

David Gordon commented on the Downtown Plan action.

14. COMMENTS FROM THE COMMISSIONERS

Commissioners wished everyone a Happy Thanksgiving.

15. ANNOUNCEMENT OF NEXT MEETING

December 6, 2017, at 7:00 P.M. at the Public Safety Building was announced as the next regular Commission meeting time and location.

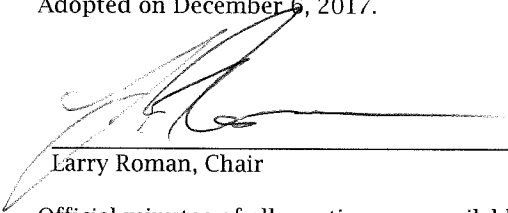
16. ADJOURNMENT

- ▶ **Motion:** Roman moved, Chick supported, that the meeting be adjourned.
Motion carried 7–0 on a voice vote.

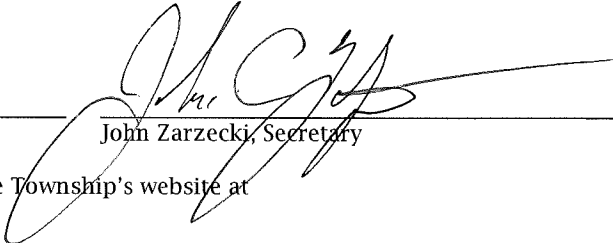
The meeting was adjourned at 7:59 P.M.

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 December 6, 2017.



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/>