

**NORTHFIELD TOWNSHIP PLANNING COMMISSION  
NOTICE OF REGULAR MEETING  
December 17, 2014 at 7:00 p.m.  
Second Floor, Public Safety Building  
8350 Main Street, Whitmore Lake, MI 48189**

**AGENDA**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **APPROVAL OF AGENDA**
5. **CALL TO THE PUBLIC**
6. **CORRESPONDENCE**
  - A. **Memo on Green Oak Township Master Plan**
  - B. **Notice received from Ann Arbor Township of Intent to Plan**
7. **REPORTS**
  - A. **Board of Trustees Report**
  - B. **ZBA**
  - C. **Staff Report**
  - D. **Planning Consultant Report**
8. **PUBLIC HEARINGS**
9. **OLD BUSINESS**
  - A. **Northfield Preserve** – Approve or deny the request by David F. Sherman on behalf of Northfield Hills, LLC, to extend the site plan approval for the Northfield Preserve site condominium which was originally granted August 6, 2008 and which expired December 16, 2014.
  - B. **JPC#140004** - Approve, deny, or approve with conditions the site plan for a Commercial Communications Apparatus (Cellular Telephone Tower) for AT & T Mobility requested by Timothy and Anita Phillip, 6741 Sutton Rd., Whitmore Lake, MI 48189. The parcel number is B-02-22-400-001.
  - C. **Article 26.0 – MHP Mobile Home Park** – Discussion of ordinance changes following review and recommendations by the State of Michigan
10. **NEW BUSINESS**
  - A. **2015 Regular Meeting Calendar**
11. **MINUTES:** November 5, 2014 Regular Meeting
12. **POLICY REVIEW AND DISCUSSION**
13. **CALL TO THE PUBLIC**
14. **COMMENTS FROM THE COMMISSIONERS**
15. **ANNOUNCEMENT:** Next Regular Meeting – January 7, 2015
16. **ADJOURNMENT**

This notice is posted in compliance with PA 267 Of 1976 as amended (open meetings act) MCLA 41.7 2A (2) (3) and the Americans with Disabilities Act. (ADA) Individuals with disabilities requiring auxiliary aids or services should contact the Northfield Township Office, (734) 449-5000 seven days in advance.



CARLISLE

WORTMAN  
associates, inc.

605 S. Main Street, Ste. 1  
Ann Arbor, MI 48104

(734) 662-2200  
(734) 662-1935 Fax

**MEMORANDUM**

**TO:** Debra McKenzie, Planning and Zoning Administrator, Green Oak Charter Township

**FROM:** Doug Lewan, Community Planner

**DATE:** November 19, 2014

**RE:** Green Oak Charter Township Master Plan Update

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Northfield Township is in receipt of the draft Master Plan that has been updated and distributed for comment. On their behalf, we do not have any additional comments to provide for consideration in adoption of the proposed draft.

We appreciate the opportunity to comment on the Master Plan update. Please feel free to contact me with any questions 734.662.2200.

**Cc:** Marlene Chockley, Northfield Township Planning Commission Chairperson

## Ann Arbor Charter Township

3792 Pontiac Trail  
Ann Arbor, Michigan 48105-9656  
734-003-3418 Fax 734-003-0078  
[www.a2502.com](http://www.a2502.com)

NOV 21 2014

Michael Moran, Supervisor  
Rena Blach, Clerk  
Deja DiPietro, Treasurer

John Alagon, Trustee  
Kenneth Kohrs, Trustee  
Randolph S. Pery, Trustee  
Claude Sedmak, Trustee

**TO:** Contiguous Municipal Legislative Body, SEMCOG, WATS, Washtenaw County Board of Commissioners, Public Utilities, Railroad Company, and others required to be noticed.

**FROM:** Ann Arbor Charter Township Planning Commission

**DATE:** November 19, 2014

**RE: NOTICE OF INTENT TO UPDATE THE MASTER PLAN**

In accordance with the Michigan Planning Enabling Act (PA 33 of 2008 as amended), Ann Arbor Township has prepared an update to the existing Master Plan and requests your cooperation and comment on the Plan. The Master Plan is ready for your review, and is enclosed. This letter represents a second notice.

Please direct all comments to the Secretary of the Planning Commission. In accordance with the Michigan Planning Enabling Act, you have 63 days to provide your comments on the Master Plan.

We thank you for your consideration in this matter. If you have any questions or comments on the Ann Arbor Charter Township Master Plan update process at this time, please contact the Township offices by mail at:

Master Plan Amendment  
Ann Arbor Charter Township  
3792 Pontiac Trail  
Ann Arbor, MI 48105-9656

Sincerely,



Lee Gorman, Secretary  
Ann Arbor Township Planning Commission



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605 S. Main Street, Ste. 1  
Ann Arbor, MI 48104

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## MEMORANDUM

**TO:** Northfield Township Planning Commission

**FROM:** Douglas J. Lewan, Community Planner

**DATE:** October 29, 2014

**RE:** Northfield Preserve Site Plan Extension

We are in receipt of a site plan extension letter from David F. Sherman, member of the Northfield Hills, L.L.C. (current owner) for the project known as the Northfield Preserve. According to our records the subject site plan has a current “preliminary” site plan approval that is valid until December 16, 2014. The applicant requests the “maximum time allowed” for the current extension request.

For reference the following is a summary of the actions taken by the Township on the subject preliminary site plan:

1. August 6, 2008 – Original Preliminary Site Plan Approval by Township Planning Commission. Preliminary Site Plan expired on February 6, 2009.
2. May 20, 2009 – Planning Commission grants 180 day (6 month) extension to November 20, 2009.
3. November 18, 2009 – Planning Commission grants second 180 day (6 month) extension to May 18, 2010.
4. June 16, 2010 – Planning Commission grants third extension (1 year 6 months) to December 6, 2012.
5. October 3, 2012 – Planning Commission grants fourth extension (2 years) to December 6, 2014.
6. The applicant now requests a fifth extension of an undetermined amount of time.

As noted in our previous correspondence to the Planning Commission over the years on this project, the Township may grant extensions to the site plan time limits imposed by the Zoning

Ordinance. According to Section 64.04.C(3) "The Township Planning Commission may extend the time limits upon showing of good cause."

Mr. Sherman cites "present economic and market conditions" as the cause of the current extension request.

My office has recommended approval of each of the previous extension requests over the last several years. Prior to our recommendation for the present request we would point out the following for the consideration of the Planning Commission.

- The Township site plan review process was changed in August of 2011 to eliminate the entire preliminary site plan review process. While I believe we can grant a further extension of the site plan, this extension does not relieve the applicant of submitting a full site plan submittal pursuant to the provisions of the Township Zoning Ordinance. Extension of the previous preliminary site plan would affirm the Township's acceptance of the site plans general layout and overall density. The final details of which would be addressed through our normal full site plan review process.

In a memorandum dated December 16, 2013 to Manager Fink, I note the steps to move this project forward including the submission of a full site plan meeting our current ordinance provisions. I also believe that the applicant should provide a presentation of the features of the previously approved preliminary site plan as there are few current Planning Commissioners that are familiar with this project. I've attached my December 16, 2014 memorandum for your information.

- If the Planning Commission recommends the subject extension it should be understood that this extension does not also extend the multiple variances and outside agency approvals for this project. Those approvals are separate from the Planning Commission action on this item. As noted in my December 16, 2014 memorandum variance approval is valid is for a period of only six (6) months. Unless advised otherwise by the Township Attorney all variances associated with this project will have to be re-applied for. An extension of the site plan can be made with the condition that the variances are re-affirmed by the Zoning Board of Appeals prior to the submission of the full site plan.

While we support the request to extend this site plan we do so with the following conditions:

1. That the applicant make a presentation of the previously approved preliminary site plan to the Township Planning Commission. This item should not move forward until that presentation is made as most of the Planning Commissioners are not familiar with the subject development.
2. That all of the original conditions of preliminary site plan approval as noted in the August 6, 2008 minutes of the Planning Commission be included in this extension.

3. That the applicant re-apply for all applicable variances associated with this project as they have expired.
  4. That during the time of the current extension that the applicant apply for full site plan approval pursuant to the current Township site plan review standards.
  5. We recommend a site plan extension period of up to two years.
- 



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**CARLISLE/WORTMAN ASSOC., INC.**  
**Douglas J. Lewan, PCP, AICP**  
**Principal**

## Marlene Chockley

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**From:** Doug Lewan <dlewan@cwaplan.com>  
**Sent:** Tuesday, December 09, 2014 11:15 AM  
**To:** Stuart Farber  
**Cc:** dfs Sherman@mac.com; mchockley@rc.net; Howard Fink (finkh@twp.northfield.mi.us); Kathleen Manley  
**Subject:** RE: PC Agenda  
**Attachments:** FINAL Northfield Township Site Plan Manual 6-21-11.pdf; ARTICLE 64.pdf; \_Certification\_.htm

Stuart and David:

We are in the process of putting together our agenda for next week's meeting. While you are on the agenda, if you have any information that you would like the Planning Commission to have that will help them make their decision we need it by noon tomorrow (Wednesday).

We would like you to be present at the meeting on the 17<sup>th</sup> and provide an overall review of your project and what your future plans are, i.e. are there plans to submit for final site plan approval, and if so when. I think there is only one (1) Planning Commissioner that was a part of your preliminary site plan approval, so everyone needs a little background on the project.

I previously provided you a copy of my memorandum on your extension request, and I've also enclosed a copy of the current site plan review manual as well as the current site plan review ordinance standards from the Zoning Ordinance.

If you need anything else from me to help you prepare for your extension request on the 17<sup>th</sup> please let me know. I'm around for the rest of the day today and all day tomorrow to discuss if needed.

Thank you,

Douglas J. Lewan, PCP  
Community Planner  
Northfield Township

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**From:** Stuart Farber [<mailto:stufarb@aol.com>]  
**Sent:** Tuesday, November 18, 2014 11:16 AM  
**To:** Doug Lewan  
**Cc:** [dfs Sherman@mac.com](mailto:dfs Sherman@mac.com); [mchockley@rc.net](mailto:mchockley@rc.net); Howard Fink ([finkh@twp.northfield.mi.us](mailto:finkh@twp.northfield.mi.us)); Kathleen Manley  
**Subject:** Re: PC Agenda

Doug,

Based on your phone conversation with David Sherman, the Dec 17th Agenda works best.

Also, can you direct me (or send a link) to the effective ordinance?

Thank you.

Stuart Farber

On Nov 18, 2014, at 10:50 AM, Doug Lewan wrote:

David,

It was good to speak to you this morning about your requested site plan extension for the Northfield Preserve project. As I mentioned to you the Planning Commission postponed your request at their November 5<sup>th</sup> meeting to allow your team to make a presentation about the project. As we spoke, most of the current Planning Commissioners were not involved in the original approval and would like to hear a little more about the project before granting an extension.

We are looking at either the December 3<sup>rd</sup> or December 17<sup>th</sup> meetings for your presentation. Please “reply all” so that the PC Chair as well as Township staff can place your presentation on an appropriate agenda.

I’ve also attached a copy of the memorandum I presented to the Planning Commission on the 5<sup>th</sup> for your information. As mentioned I would be willing to discuss this further with either you or Stu Farber should you have any questions.

Sincerely,

Doug

***DOUGLAS J. LEWAN, AICP, PCP***

***MANAGING DIRECTOR***

*CARLISLE/WORTMAN ASSOCIATES, INC.*

*P. 734.662.2200*

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*[DLEWAN@CWAPLAN.COM](mailto:DLEWAN@CWAPLAN.COM)*

VISIT US ON THE WEB AT [WWW.CWAPLAN.COM](http://WWW.CWAPLAN.COM)



Please consider the environment before printing this email

<Northfield Preserve Extension 10-29-14.pdf>

Stuart Farber



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Ann Arbor, MI 48104

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**MEMORANDUM**

**TO:** Marlene Chockley, Planning Commission Chairperson

**FROM:** Douglas J. Lewan, Community Planner

**DATE:** December 9, 2014

**RE:** Update on Manufactured Housing Ordinance Review by the State of Michigan

On November 17, 2014, the Ordinance Review Committee of the Mobile Home Code Commission met to review the proposed changes to the Northfield Township Manufactured Housing Ordinance. I have attached the minutes of the meeting as they have been provided with a cover letter to our offices.

As you will see in the Committee Meeting Minutes, the majority of proposed changes have been recommended for approval by the Committee. In those areas they have outlined as "denied", we have indicated we are willing to modify these to meet Model Ordinance standards as necessary.

The Mobile Home Code Commission meeting is scheduled to be held on Wednesday, December 17, 2014 at 10 a.m. We anticipate they will recommend conditional approval with those Sections not approved to be amended as suggested. Upon, receiving further communication form the Department of Licensing and Regulatory Affairs, we will make final modifications to the draft for review by the Planning Commission and the public before forwarding to the Township Board for final approval.

Please feel free to contact me with any questions.



RECEIVED

DEC 04 2014

CARLISLE/WORTMAN  
ASSOCIATES

RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF CONSTRUCTION CODES  
IRVIN J. POKE  
DIRECTOR

MIKE ZIMMER  
ACTING DIRECTOR

December 1, 2014

Ms. Laura K. Kreps, AICP, Community Planner  
Carlisle/Wortman Associates, Inc.  
605 S. Main Street, Suite 1  
Ann Arbor, Michigan 48104

RE: Mobile Home Code Commission  
Northfield Township (Washtenaw County)  
Ordinance Review (Mobile Home Park Regulations)

Dear Ms. Kreps:

Please be advised the Mobile Home Code Commission meeting at which Northfield Township's proposed ordinance will be considered is scheduled for Wednesday, December 17, 2014, at 10:00 a.m. in 1<sup>st</sup> Floor Conference Room 3, located at 2501 Woodlake Circle, Okemos, Michigan 48864 (map enclosed). Attendance is not mandatory; however the Commission may have questions that a representative from the township may wish to be present to answer regarding the proposed ordinance. I have enclosed a copy of the 11/17/14 Ordinance Review Committee meeting minutes that will be presented to the Commission for approval.

If you have any questions, please feel free to contact me at (517) 241-9317.

Sincerely,

Todd Y. Cordill, NCARB  
Chief, Plan Review & Building Division

TYC/bsc

Enclosures

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The Bureau of Construction Codes is located at **2501 Woodlake Circle, Okemos, 48864** which is located off exit 110 (Okemos Road) from I-96. Turn north on Okemos Road then left at Woodlake Drive (Woodlands Office Park). Turn left at Woodlake Circle. **There is free parking available to the left and right of the building.**



DIRECTIONS TO 2501 WOODLAKE CIRCLE from Near the Bridge:

Take US-27 South  
 Take US-27 South to I-69 East, stay on this briefly then  
 Take US-127 South  
 Take US-127 South to I-96 East  
 Take I-96 East to Exit 110 (Okemos Road)  
 Turn left at light once you get off exit and follow the directions above

DIRECTIONS TO 2501 WOODLAKE CIRCLE from Battle Creek

Take I-69 to I-96 East  
 Take I-96 East to Exit 110 (Okemos Road)  
 Turn left at light once you get off exit and follow the directions above

DIRECTIONS TO 2501 WOODLAKE CIRCLE from Jackson

Take US-127 North to I-96 East  
 Take I-96 East to Exit 110 (Okemos Road)  
 Turn left at light once you get off exit and follow the directions above

DIRECTIONS TO 2501 WOODLAKE CIRCLE from Kalamazoo

Take I-69 North to I-96 East  
 Take I-96 East to Exit 110 (Okemos Road)  
 Turn left at light once you get off exit and follow the directions above

DIRECTIONS TO 2501 WOODLAKE CIRCLE from East-side of state

Take I-96 West to Exit 110 (Okemos Road)  
 Turn right at light once you get off exit and follow the directions above

DIRECTIONS TO 2501 WOODLAKE CIRCLE from West-side of state

Take I-96 East to Exit 110 (Okemos Road)  
 Turn left at light once you get off exit and follow the directions above

DIRECTIONS TO 2501 WOODLAKE CIRCLE FROM VICINITY

Take I-96 East to Exit 110 (Okemos Road)  
 Turn left at light once you get off exit and follow the directions above



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF CONSTRUCTION CODES  
IRVIN J. POKE  
DIRECTOR

MIKE ZIMMER  
ACTING DIRECTOR

**ORDINANCE REVIEW COMMITTEE  
MOBILE HOME CODE COMMISSION  
BUREAU OF CONSTRUCTION CODES  
2501 Woodlake Circle, Conference Room 2, 2<sup>nd</sup> Floor  
Okemos, MI 48864**

**Minutes**

November 17, 2014  
9:30 a.m.

**MEMBERS PRESENT**

Donald Westphal, Chairperson  
Carole Elliott  
Ruth Ann Jamnick  
Chuck Meehan

**MEMBERS ABSENT**

Kevin Gillette  
Larry Wilson

**BUREAU OF CONSTRUCTION CODES, PLAN REVIEW & BUILDING DIVISION  
STAFF**

Todd Cordill, Chief  
Tracie Pack, Departmental Analyst  
Brenda Caron, Division Secretary

**OTHER ATTENDEES**

None

**CALL TO ORDER AND DETERMINATION OF QUORUM**

The meeting was called to order at 9:40 a.m. by Chairperson Westphal, and a quorum was determined to be present at that time.

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**NORTHFIELD TOWNSHIP (WASHTENAW COUNTY)**

The Committee recommends the Commission approve, per staff's analysis and by vote, the provisions indicated below. It also recommends denial of the following designated sections, and recommended inaction on ensuing sections which are beyond the Act's jurisdiction, or which are not related to a specific section of the mobile home code, as required by Section 7 (1) of the Mobile Home Commission Act, for the reasons stated:

**The following sections are approved:**

**Section 26.01 Purpose.** Approved.

**Section 26.02 Permitted Principal Uses.** Approved except subsection "C" as it was not included with the proposed ordinance for review.

**Section 26.03 Accessory Uses and Structures.** Approved.

**Section 26.04 Conditional Uses.** Approved.

**Section 26.05 Regulations and Standards.**

**Subsection A. Lot Area.** Approved.

**Subsection B. Lot and Site Width.** Approved.

**Subsection C. Lot Size, Acreage and Density.** Approved.

**Subsection D. Lot Coverage.** Approved.

**Subsection E. Yard and Separation Requirements.** E(1), E(3)(a) through (g), and E(4) through E(8) - Approved.

**Subsection F. Maximum Height of Structures.** F(1) Principal Structures - Approved.

**Subsection G(1). Parking Requirements.** Approved if the second sentence which states, "The minimum number of parking spaces for uses permitted by Section 26.03 herein shall be two-thirds (2/3) the number required for such uses as set forth in Article 61.0, herein," is removed as Article 61.0 was not included with the proposed ordinance for review.

**Subsection G(2) -** Approved.

**Subsection G(3)(a) -** Approved if "compacted road gravel" is removed.

**Subsection G(3)(b) through G(4) -** Approved.

**Subsection H. Streets.** Approved.

**Subsection I. Sidewalks.** Approved.

**Subsection J. Open Space and Recreational Facilities.** Approved.

**Subsection L. Sanitary Sewer Service.** Approved.

**Subsection N. Accessory Buildings.** Approved.

**Subsection O. Site Constructed Buildings.** Approved.

**Subsection P. Lighting.** Approved.

**Subsection Q. Placement of a Manufactured Home Unit.** Approved.

**Subsection R. Certificates Required.** Approved.

**Subsection S(2)(a) & (b) Planning Commission Action.** Approved.

**Subsection T. Manufactured Home Standards.** Approved with the condition that “Bureau of Construction Codes and Fire Safety” be revised to read “Bureau of Construction Codes.”

**The following sections are DENIED,  
pursuant to Section 7 (1) of the Act:**

**Section 26.05 E(2). Yard and Separation Requirements.** Not approved as it was not submitted as a higher standard. The last sentence shall read the same as the Model Ordinance.

**Section 26.05 E(3)(h). Yard and Separation Requirements.** Not approved as it was not submitted as a higher standard.

**Section 26.05 K. Screening, Fencing, and Landscaping.** Denied (unless it is revised to meet Section 1500 of the Model Ordinance).

**Section 26.05 M. Outdoor Storage.** Denied (unless it is revised to meet Section 1920 of the Model Ordinance).

**Section 26.05 S(1). Application.** Denied (unless it reads “typical” per the Model Ordinance).

**The following section is beyond the Commission’s jurisdiction  
or should not be considered because it is not related to a specific section  
of the mobile home code, per Section 7 (1) of the Act:**

**Section 26.05 F(2) Accessory Structures.** Maximum height of accessory structures or storage buildings is not addressed by the Act or Manufactured Housing General Rules.

Mr. Westphal proposed a form be developed for the ordinance review process (perhaps in a column or spreadsheet format) which would require applicants to list side by side for comparison the items being proposed (e.g., listing a higher standard in one column, then the Act section or Rule it references in the next).

**ADJOURNMENT**

Chairperson Westphal adjourned the meeting at approximately 10:50 a.m.

**NORTHFIELD TOWNSHIP  
REGULAR MEETING SCHEDULE - 2015**

**PLANNING COMMISSION  
1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month**

January 7  
January 21  
February 4  
February 18  
March 4  
March 18  
April 1  
April 15  
May 6  
May 20  
June 3  
June 17

July 1  
July 15  
August 5  
August 19  
September 2  
September 16  
October 7  
October 21  
November 4  
November 18  
December 2  
December 16

**Adopted:**

All meetings will be held at 7:00 p.m. at the Northfield Township Public Safety Building,  
8350 Main Street, 2<sup>nd</sup> Floor, Whitmore Lake, MI 48189

# NORTHFIELD TOWNSHIP PLANNING COMMISSION Minutes of Regular Meeting November 5, 2014

## 1. CALL TO ORDER

The meeting was called to order by Chair Marlene Chockley 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
Marlene Chockley	Present
Brad Cousino	Present
Kenneth Dignan	Absent with notice
Sam Iaquinto	Absent with notice
Larry Roman	Present
Mark Stanalaczo	Present

Also present:

Planning Consultant Douglas Lewan,  
Carlisle/Wortman Associates  
Recording Secretary Lisa Lemble  
Members of the Community

## 4. APPROVAL OF AGENDA

Chockley moved item 10A to precede Old Business. Roman asked that the Second Call to the Public be moved to precede Comments from Commissioners.

- ▶ **Motion:** Roman moved, Chick supported, that the agenda be amended with item 10A to moved precede Old Business and the Second Call to the Public moved to precede Comments from Commissioners.  
**Motion carried 4—0 on a voice vote.**
- ▶ **Motion:** Chick moved, Stanalajczo supported, that the agenda be adopted as amended.  
**Motion carried 4—0 on a voice vote.**

## 5. FIRST CALL TO THE PUBLIC

**Nowatzke Site Plan.** Dale Brewer, 11548 East Shore Drive, said this plan should not have been accepted by the Township because there is no approved traffic study for it. Lewan said he has reviewed this proposal for a service station and convenience store, which has received approval for a Conditional Use Permit, and it included a traffic study. He said the Township engineer has concerns about that study and has asked for more information, and it is likely that a revised plan will have to be submitted before the staff find it ready for consideration by the Planning Commission.

**Master Plan Amendment/Biltmore Proposal.** Joanne Marttila Pierson, 5756 Earhart Road, urged the Commission to provide more information about this proposal on the Township's website. She said she has heard that Biltmore has decided not to pursue this. Chockley said she has not heard that. Pearson said the master plan must be adhered to.

Mary Christianson, 409 East Shore Drive, said she is a new resident and was thrilled to hear there is a master plan for the Township. She said she is at the meeting because of information she received while voting that there may be plans to change the master plan.

## 6. CORRESPONDENCE

**Scio and Green Oak Townships Master Plans.** Chockley noted that these had been received and are being reviewed.

**Emails from the Public.** Chockley said she has been reading all of the emails she has been receiving from members of the public. She said there seem to be misconceptions from some people about Township Manager Fink's attendance at Planning Commission meetings. She said he is not staff for the Commission, but attends because he is interested in the Township's planning issues, and when he sometimes has to leave during meetings to attend to other duties that should not be interpreted as a slight to anyone in the room.

## 7. REPORTS

### 7A. Board of Trustees

Chick reported that at the October 28<sup>th</sup> workshop meeting the Board:

- voted to keep approval of Conditional Use Permits at the Board level.
- approved hiring Tetra Tech for engineering services for last phase of the Barker Road non-motorized pathway.
- approved amendments to Downtown Development Authority (DDA) tax increment financing (TIF) plan.

She also noted the Parks and Recreation Board is requesting participation from the public via an online survey available on the Township website regarding the parks master plan they are working on.

### 7B. ZBA

No report.

### 7C. Staff Report

Nothing to report.

### 7D. Planning Consultant

Nothing to report.

## 8. PUBLIC HEARINGS

**8A. Case JPC#140004; Timothy and Anita Phillip;  
Location: 6741 Sutton Road; Request for  
Conditional Use Permit to allow a Commercial  
Communications Apparatus (Cellular  
Telephone Tower) for AT&T Mobility;  
Parcel 02-22-400-001**

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

Wally Haley, attorney representing AT&T Mobility, quoted statistics from a 2013 Detroit Free Press article: Michigan's 6.7 million land lines in 2000 had been reduced to 2.6 million in 2012, and cell phones had increased from 3.5 million in 2000 to 9.3 million in 2012.

He referred to the application for this 175 foot cell tower to fill a gap in coverage in the Township, noting that Lewan has recommended approval, and he offered to answer questions.

Lewan noted the Zoning Administrator inspected the site on October 25<sup>th</sup>, found no zoning violations, and observed the signage giving notice of the request that is required by the zoning ordinance. He briefly reviewed his report noting that this is a request for a new tower, not a co-location of an antenna. He said three items are still required for the application:

- An environmental impact statement
- An affidavit stating other carriers will be allowed to co-locate on this tower
- An application for full site plan review

Terri Gordinier, 5196 Sutton Road, said it would be great to be able to use her cell phone at home. In answer to her question, Haley said AT&T will not be providing internet service via this tower other than data service subscribers can opt for. Jim Nelson, 7777 Sutton Road, said the tower will be way back from the road and will be a big help to people in the area.

Julian Konwinski, 25 Pine Drive, asked whether AT&T is considering going to satellite service rather than building towers. He said this is used successfully in third world countries.

In answer to questions from Fink, Haley said a fiber line will be run along Sutton Road to serve this tower. Referring to the question from Ms. Gordinier, Fink strongly encouraged AT&T to consider providing AT&T DSL and UVerse to more Township residents. Haley said he will take that message back to AT&T and will put Fink in contact with people there.

In answer to a question from Stanalajczo, Haley said a survey that showed a cell tower within one mile of this site was shown to be incorrect. Lewan said even if a tower had been approved for that site, its CUP would have expired within one year. In answer to a question

from Chick, Foley said towers shorter than 200 generally do not have to be registered with the FAA. In answer to another question from Chick, Haley said the effective service radius around a tower depends on many factors including topography and foliage, but there is generally about a one mile effective radius.

In answer to another question from Chick, Haley said despite the comments from Mr. Konwinski, almost no cell phones have the signal power to reach a satellite, and despite investments in satellite systems, there is nothing to suggest that the technology to allow all cell phones to connect to satellite will be possible in the near future.

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

**8B. New Article 53.0 Whitmore Lake North Territorial (aka Mixed Use South) Overlay District.** Proposed amendment to the zoning ordinance for a new overlay district to coincide with the new Mixed Use South Master Plan Future Land Use Category. This district will require specific development design standards as well as a modified list of allowable permitted and special land uses in this area of the Township. Zoning Ordinance Map Amendment to include the new Whitmore Lake/North Territorial Overlay District at the intersection of and within the surrounding area of Whitmore Lake and North Territorial Roads.

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

Lewan noted that the Commission had been discussing this district for quite a while, and he explained that the intent is to allow a wider range of uses in this area while allowing taller buildings and placement of buildings closer to the road than in other districts. He noted the underlying zoning will not change and all of the existing land uses will remain valid.

Dale Brewer, 11548 East Shore Drive, said he is excited about seeing this adopted. He said it will be a great asset for the community. Terri Gordinier, 5196 Sutton Road, said traffic at US-23 and North Territorial is terrible, and asked whether a traffic study has been done. Lewan said traffic impacts will be studied as each proposal for development is submitted based on the types of uses that could come in because the traffic impacts can vary widely. He noted that the existing zoning already allows for high-intensity uses.

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

8C. **Article 34.0 Residential Office.** Proposed elimination of the Residential/Office District.

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

Lewan presented a map showing that there are only two very small parcels with this zoning in the Township, and the proposal is to combine this district with the Enterprise Services District (Article 42).

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

8D. **Article 40.0 Limited Industrial.** Proposed modification of the Light Industrial District text (Section 40.02) to allow Landscape and Lawn Care businesses as permitted uses, and (Section 40.03) to allow Outdoor Storage of Materials as a Conditional Land Use. Section 40.04 (D) Floor Area Ratio is also proposed to be deleted from this section.

- ▶ **Motion:** Chick moved, Roman supported, that the public hearing be opened.  
**Motion carried 5—0 on a roll call vote.**

Lewan briefly reviewed the proposed changes.

- ▶ **Motion:** Stanalajczo moved, Roman supported, that the public hearing be closed.  
**Motion carried 5—0 on a roll call vote.**

8E. **Article 41.0 General Industrial.** Proposed modification of the General Industrial District text (Section 41.02) to remove signs as a permitted use. Section 41.01(D) Floor Area Ratio is also proposed to be deleted from this section.

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

Lewan briefly reviewed the minor changes being proposed.

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

8F. **Article 42.0 Enterprise Services.** Proposed modification of the Enterprise Service District text (Section 42.02) to add the following uses as permitted uses in this district: Single-family dwellings; Tow-family dwellings; Home Occupations; Offices of Architects, engineers, surveyors and similar professionals; Executive, administrative, legal accounting, insurance, real estate and similar offices; Places of worship;

Public Buildings; Preschool, primary and secondary schools, and essential services. Section 42.04(D) Floor Area Ratio is also proposed to be deleted from this Section..

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

Lewan noted this proposal combines the LO and ES districts.

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

8G. **Zoning Ordinance.** The re-codification of the entire Northfield Township Zoning Ordinance for the purposes of incorporating formatting changes and for clarification and minor changes to certain provisions.

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

Fink explained that while the zoning ordinance has been organized and presented in a way that is accessible to the public, the same has not been true for Northfield Township's other ordinances. He said a company has been hired to collect and organize all of the ordinances—which is known as codification—so they will be available to the public without requiring considerable research.

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

## 10. NEW BUSINESS

10A. **Case JPC#140004; Timothy and Anita Phillip; Location: 6741 Sutton Road; Request for Conditional Use Permit to allow a Commercial Communications Apparatus (Cellular Telephone Tower) for AT&T Mobility; Parcel 02-22-400-001**

- ▶ **Motion:** Stanalajczo moved, Roman supported, that the request in Case JPC#140004 by Timothy and Anita Phillip for a Conditional Use Permit to allow a Commercial Communications Apparatus (Cellular Telephone Tower) at 6741 Sutton Road for AT&T Mobility, Parcel 02-22-400-001, be approved with these conditions:

- Provision of an environmental impact statement,
- Provision of an affidavit stating other carriers will be allowed to co-locate on this tower, and
- Provision of an application for full site plan review.

In answer to a question from Chockley, Haley said two proposed cell phone sites shown on maps provided by AT&T have been moved back to at least 2016. Cousino asked if users of non-AT&T services will benefit from this tower. Haley said most providers do not provide roaming service, so until another co-locates an antenna on this tower it will benefit only AT&T subscribers.

- ▶ **Motion:** Stanalajczo moved, Roman supported, that the request in Case JPC#140004 by Timothy and Anita Phillip for a Conditional Use Permit to allow a Commercial Communications Apparatus (Cellular Telephone Tower) at 6741 Sutton Road for AT&T Mobility, Parcel 02-22-400-001, be approved with the elimination of landscaping requirements and with these conditions:
  - Provision of an environmental impact statement,
  - Provision of an affidavit stating other carriers will be allowed to co-locate on this tower, and
  - Provision of an application for full site plan review.

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

#### **9. OLD BUSINESS**

##### **9A. New Article 53.0 Whitmore Lake North Territorial (aka Mixed Use South) Overlay District.**

- ▶ **Motion:** Roman moved, Chick supported, that the adoption of new Article 53.0 Whitmore Lake North Territorial (aka Mixed Use South) Overlay District be recommended for approval to the Northfield Township Board.

In answer to a question from Stanalajczo, Lewan said outdoor seating for any restaurant would require approval of a conditional use permit.

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

##### **9B. Article 34.0 Residential Office.**

- ▶ **Motion:** Roman moved, Stanalajczo supported, that the adoption of Article 34.0 Residential Office be recommended for approval to the Northfield Township Board.  
**Motion carried 5—0 on a roll call vote.**

##### **9C. Article 40.0 Limited Industrial.**

- ▶ **Motion:** Roman moved, Stanalajczo supported, that the adoption of Article 40.0 Limited Industrial be recommended for approval to the Northfield Township Board.  
**Motion carried 5—0 on a roll call vote.**

##### **9D. Article 41.0 General Industrial.**

- ▶ **Motion:** Roman moved, Stanalajczo supported, that the adoption of Article 41.0 General Industrial be recommended for approval to the Northfield Township Board.  
**Motion carried 5—0 on a roll call vote.**

##### **9E. Article 42.0 Enterprise Services.**

- ▶ **Motion:** Roman moved, Cousino supported, that the adoption of **Article 42.0 Enterprise Services** be recommended for approval to the Northfield Township Board.  
**Motion carried 5—0 on a roll call vote.**

#### **10. NEW BUSINESS continued**

- 10B. Northfield Preserve.** Request by David F. Sherman on behalf of Northfield Hills, LLC, to extend the site plan approval for the Northfield Preserve site condominium which is set to expire December 16, 2014.

Lewan explained that four extensions have been granted for this proposal since preliminary approval in 2008. He said he has no objection to a further extension, but noted that the site plan review process changed in 2011, and a variance granted for the proposal expired six months after it was granted. He recommended that the applicant provide a brief presentation since only one present Commissioner was involved at the time of original approval.

In answer to a question from Chick, Fink said while the applicant originally planned to develop the site he is now marketing it for sale. He said he also has no objection to an extension, but cautioned in general that long-term extensions be reviewed to insure that Township plans have not diverged significantly from the approved proposal.

- 10C. Zoning Ordinance.** The re-codification of the entire Northfield Township Zoning Ordinance.

- ▶ **Motion:** Roman moved, Chick supported, that the re-codification of the entire Northfield Township Zoning Ordinance be recommended for approval to the Northfield Township Board. **Motion carried 5—0 on a roll call vote.**

## 11. MINUTES

### October 15, 2014, Regular Meeting

Chockley pointed out three minor changes.

- ▶ **Motion:** Chick moved, Chockley supported, that the minutes of the October 15, 2014, regular meeting be approved as corrected, and to dispense with the reading.  
**Motion carried 5—0 on a voice vote.**

## 12. POLICY REVIEW & DISCUSSION

**Joint Meeting with Township Board.** Chockley noted the Commission has been invited to meet with the Township Board on November 11<sup>th</sup> to discuss sewer services reports that were recently distributed.

## 13. SECOND CALL TO THE PUBLIC

**Zoning Change.** Wayne Dockett, 9097 Main, said the zoning of his property has changed several times since 1970 when he purchased it, and he would like to be notified in writing about what is involved in the change from the LO to ES designation.

**Nowatzke Site Plan.** Dale Brewer, 11548 East Shore Drive, said the meeting at which the Township Board acted on this request was not properly called, and while the Board may address that as a housekeeping matter, but until minutes are approved only a recommendation for approval exists. Stanalajczo said State law includes a provision stating that minutes are considered approved if not acted up within five days of the next meeting.

**Northfield Preserve.** Dale Brewer, 11548 East Shore Drive, said he has always been under the impression that even though the Township's site plan approval process has changed since the preliminary site plan was approved, the proposal would proceed under the zoning regulations in place at that time.

## 14. COMMENTS FROM THE COMMISSIONERS

Stanalajczo read a lengthy statement commending Fink for his work as Township Manager and said recent criticism from citizens about his work on the Biltmore request for an amendment to the master plan are unfounded. He said Fink has been doing exactly what the Township Board wants him to be doing.

Chockley commended all of the Township's professional staff and the Commissioners, and urged everyone to work together cooperatively.

## 15. ANNOUNCEMENT OF NEXT MEETING

**A November 11<sup>th</sup> joint meeting with the Township Board and the regular Commission meeting of November 19, 2014,** both at 7:00 P.M. at the Public Safety Building were announced as the next Commission meeting times 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 9:04 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 \_\_\_\_\_, 2014.

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Marlene Chockley, Chair

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Kenneth Dignan, Secretary

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