

**NORTHFIELD TOWNSHIP PLANNING COMMISSION
NOTICE OF REGULAR MEETING
August 17, 2016 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. ADOPTION OF AGENDA**
- 5. CALL TO THE PUBLIC**
- 6. CLARIFICATIONS FROM COMMISSION**
- 7. CORRESPONDENCE**
- 8. PUBLIC HEARINGS**
- 9. REPORTS OF COMMITTEES**
 - A. Board of Trustees**
 - B. ZBA**
 - C. Staff**
 - D. Planning Consultant**
- 10. UNFINISHED BUSINESS**
 - A. Gyoa Leasing, Inc. 1451 N. Territorial Rd., Whitmore Lake, MI 48189. Phase II Site Plan Summary to Conditional Use approval. (attachment 1)
 - B. Considerations and recommendations for uses and development standards in the ES-Enterprise Service District, and Storage of Materials. Proposed amendments to Section 36-701 (Storage of Materials) and Section 36-562 ES-Enterprise Service District (attachment 2)
 - C. Considerations and recommendation for uses and development standards in LI-Limited Industrial and GI-General Industrial Districts. Proposed amendments to the LI-Limited Industrial and GI-General Industrial Districts for Kennels. (attachment 3)
- 11. NEW BUSINESS**
- 12. APPROVAL OF PRECEDING MINUTES:** August 3, 2016 Regular Meeting
- 13. FINAL CALL TO THE PUBLIC**
- 14. COMMENTS FROM THE COMMISSIONERS**
- 15. ANNOUNCEMENT:** Next Regular Meeting – September 7, 2016
- 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.

8350 Main Street, Whitmore Lake, MI 48189-0576
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(ATTACHMENT 1)

NORTHFIELD TOWNSHIP
PLANNING COMMISSION MINUTES
8350 MAIN STREET
WHITMORE LAKE, MI 48189
JULY 15, 2015

CALL TO ORDER

The meeting was called to order at 7:00 pm

ROLL CALL

Commissioners Present:

Sam Iaquinto, Ken Dignan, Janet Chick, Marlene Chockley, Brad Cousino,
Mark Stanalajczo, Larry Roman

Approval of Agenda

Motion: Iaquinto moved, Chick supported that the agenda be approved as presented with the addition of item 10(c), Recommend Township Planner to the Township Board.

Motion passed 7-0 on a voice vote

Call to the Public

~~One member of the public~~ Craig Warburton made comments

Public Hearing

Motion: Dignan moved, Iaquinto supported that the public hearing for case JPC #15005-GYOA Leasing, Inc, also known as Steele Trucking, requesting Conditional Use Permit approval for a trucking facility, maintenance shop, and retail use on a 10.01 acre site zoned General Industrial (GI), parcel number B-02-21-300-015 at 1451 North Territorial Road be opened.

Motion passed 7-0 on a voice vote

No one from the public spoke for or against

Motion: Iaquinto moved, Chick supported that the public hearing for case JPC #150005-GYOA Leasing, Inc, also known as Steele Trucking, requesting Conditional Use Permit approval for a trucking facility, maintenance shop, and retail use on a 10.01 acre site zoned General Industrial (GI), parcel number B-02-21-300-015 at 1451 North Territorial Road be closed.

Motion passed 7-0 on a voice vote

New Business

Motion: Iaquinto moved, Chick supported that the Planning Commission recommend to the Township Board approval of the Conditional Use Permit for case JPC #150005-GYOA Leasing, Inc, also known as Steele Trucking, requesting Conditional Use Permit approval for a trucking facility, maintenance shop, and retail use on a 10.01 acre site zoned General Industrial (GI), parcel number B-02-21-300-015 at 1451 North Territorial Road, with the conditions noted in the planning consultant's report and the Township Engineer's report provided in the packet.

Discussion ~~eschewed between~~ ensued among Planning Commissioners, the applicant and the Township Engineer.

Motion: Chockley moved, Chick supported that the motion on the table be amended as follows: As a condition for approval, that the materials to be stored on site will be disclosed to ensure that they will not be hazardous to surrounding uses.

Motion passed 4-3 on Roll Call Vote

Chockley, Chick, Causino, Roman in favor

Iaquinto, Dignan, Stanalajczo opposed

Primary Motion Passed 7-0 on Roll Call Vote

Motion: Iaquinto moved, Dignan supported to approve the site plan for JPC #150004 Al Dente Pasta, 9815 Main Street to construct additions to two (2) existing commercial building in two phases with the conditions needing to be met as listed in OHM's letter dated July 7, 2015 and that the accessory building be added to the plans. The first phase will encompass a 1175 square foot addition to the front (east), as well as a rain garden to be started within 360 days of approval. The second phase will include construction of a 4800 square foot addition to the back of the building (west) to be used for additional warehouse space for Al Dente Pasta to be started within 730 days of approval.

Discussion ~~eschewed between~~ ensued among the Planning Commissioners, the applicant, and the Township Engineers.

Motion passed 7-0 on Roll Call Vote

Motion: Dignan moved, Chick supported that the Planning Commission forward to the Board of Trustees the recommendation to consider McKenna and Associates be selected as planning consultant for Northfield Township upon verification of references by the township staff.

Motion passed on Roll Call Vote 7-0

Motion: Cousino moved, Iaquinto supported that the Planning Commission recommend to the Board of Trustees the firm of Beckett and Raeder as ~~a second~~ an alternate choice should McKenna and Associates not be selected as planning consultant by the Board of Trustees.

Motion passed 7-0 on Roll Call Vote

Approval of Minutes

Motion: Chockley moved, Chick supported that the minutes of July 1, 2015 be approved as amended.

Motion passed 7-0 on a voice vote

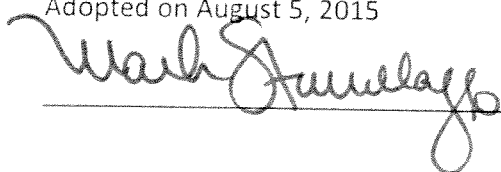
Adjournment

Motion: Iaquinto moved, Dignan supported to adjourn.

Motion passed 7-0 on voice vote.

Minutes prepared by Mark Stanalajczo.

Adopted on August 5, 2015



Mark Stanalajczo, Secretary

(ATTACHMENT 3)

MEMO

TO: Northfield Township Planning Commission
FROM: Patrick Sloan, AICP
Senior Principal Planner
SUBJECT: Proposed Amendments to Section 36-701 (Storage of Materials)
DATE: August 11, 2016

At the July 6, 2016 Planning Commission meeting, the Planning Commission discussed a memorandum from Sally Hodges (attached), dated June 29, 2016, that included considerations and recommendations for uses and development standards in non-residential zoning districts. Among the recommendations was to consider making certain uses with outdoor storage conditional uses in the Enterprise Service (ES) district.

At the July 20, 2016 Planning Commission meeting, we discussed existing uses in the Enterprise Service (ES) district, located on the west side of Main Street between Horseshoe Lake and Whitmore Lake. We also discussed proposed amendments to the ES district (attached), dated June 29, 2016, which includes making certain contractor supply uses with outdoor storage a conditional use in the ES district, subject to the outdoor storage requirements of Sections 36-701 and 36-702 of the Zoning Ordinance. At the July 20th meeting, the Planning Commission requested that we review the outdoor storage regulations of Sections 36-701 and 36-702 and prepare a recommendation for how modifications to these standards would be appropriate for the ES district.

After reviewing the outdoor storage and screening regulations of Section 36-701, we recommend that the general outdoor storage regulations of Section 36-701(4) be applied to the ES district and that Section 36-701(4) be amended to provide for better screening performance for outdoor storage uses in general.

Currently, Section 36-701(4) requires outdoor storage areas to be screened with wood or masonry materials at least six (6) feet in height, meaning that all outdoor storage areas must be surrounded by a solid wall or fence. Although solid walls or fences ensure immediate screening, they can become unsightly if they are constructed with unattractive materials or improperly maintained. Therefore, we recommend instead that a staggered double row of evergreen trees at least eight (8) feet in height and spaced fifteen (15) feet on center at the time of planting be required around the perimeter of outdoor storage areas. We also recommend that the Planning Commission reserve the right to require a fence or wall and to modify or waive the evergreen screening requirements if there is adequate existing vegetation. Finally, we recommend that the Planning Commission reserve the right to limit the height of materials stored.

Because of the existing number of businesses along US-23 that have outdoor storage, we recommend revising Section 36-701(4) to allow the Planning Commission to approve outdoor storage in the front yard adjacent to US-23, provided all setback requirements are met.

Again, the proposed amendments to the outdoor storage requirements would apply to all outdoor storage uses in the township except as otherwise provided in Section 36-701.

We look forward to discussing these with you at the next Planning Commission meeting.

Sec. 36-701. - Storage of materials.

Except as otherwise provided in this chapter, the following regulations shall govern the storage of materials:

- (1) The location or storage of abandoned, discarded, unused, unusable, or inoperative appliances, furniture, equipment, or materials (but not including inoperative vehicles), shall be regulated as follows, except for junkyards, in which case the regulations set forth in section 36-713 shall apply.
- (2) On any lot or parcel in any recreation-conservation or agriculture district, unless in conjunction with an approved use, all commercially produced products and/or materials, or equipment and machinery, whether operative or inoperative, must be stored within a completely enclosed building. Bona fide farm operations shall not be subject to storing bona fide farm equipment and/or material within enclosed buildings when part of an on going farming operation.
 - a. On any lot or parcel in any recreation-conservation, agriculture, residential, office, or commercial district, the owner or tenant shall locate and store such materials within a completely enclosed building. Such storage shall be for future transfer to other premises and shall not be for the purpose of hire or sale.
 - b. On any lot or parcel in any industrial district, the owner or tenant shall locate and store such materials:
 1. Within a completely enclosed building, where required; or
 2. Where outdoor storage is permitted, within an area surrounded by a solid, unpierced fence or wall at least seven feet in height and not less in height than the materials located or stored therein, and not closer to the lot lines than the minimum yard requirements for said districts. Such storage shall be for future transfer to other premises and shall not be for the purpose of hire or sale.
- (3) Garbage, trash, and similar refuse to be stored outside a building in a multiple residential, business, or industrial district shall be stored within containers approved by the county health department and said containers shall be stored within a screened enclosure. The enclosure shall be constructed of an opaque material, such as wood, concrete blocks, or brick, and shall be enclosed on at least three sides. The fourth side may be open for access or access may be provided by one or more gates. The storage area shall have a concrete floor at least four inches thick.
- (4) Outdoor storage of products, materials, and equipment, except vehicles owned and operated by the principal business or in conjunction with a licensed vehicle sales lot, shall be subject to the following regulations:
 - a. Such storage shall not be located within the area between the front face of the building, as extended across the entire width of the lot, and the street right-of-way (except where permitted by the Planning Commission in the front yard adjacent to US-23); in any required yard setback area; or in any required transition strip.
 - b. Such storage shall not be located in any required parking or loading space.

Commented [PS1]: Editorial Comment: The Zoning Ordinance appears to define the yard adjacent to US-23 as a "front yard." Because there are many sites with outdoor storage adjacent to US-23, the propose amendment will allow storage at the discretion of the Planning Commission.

Deleted: side or rear

- c. Such storage shall be strictly and clearly incidental to the principal use and only products and materials owned or produced by the principal business, and equipment owned and operated by the principal use, shall be permitted for storage under this subsection. Such storage shall not be permitted as a principal use of a lot.
- d. The area for such storage shall be screened from view on all sides by a staggered double row of evergreen trees at least eight (8) feet in height and spaced fifteen (15) feet on center at the time of planting. As the evergreen trees mature, a screen of six (6) feet in height shall be maintained, which shall include replacing dead or dying evergreen trees, planting additional evergreen trees where needed, or planting evergreen shrubs where the bottom branches of evergreen trees have been removed or do not create the required screen. The Planning Commission may also require an opaque fence or masonry wall of six (6) feet in height or the height of materials stored, whichever is higher, to be constructed around the perimeter of the outdoor storage areas. Wire fences with inserted strips of metal, plastic and similar materials shall not be permitted as acceptable screening. The Planning Commission may waive or modify the evergreen screening requirements where there is existing vegetation that can be used to fulfill or supplement the requirements of this sub-section.
- e. The location and size of areas for such storage, nature of items to be stored therein, and details of the enclosure, including description of materials, height, and typical elevation of the enclosure, shall be provided as part of site plan review. The Planning Commission may limit the height of materials stored based on the nature of the materials, adjacent land uses and zoning districts, visibility, and impact on public health, safety, and general welfare.

Commented [PS2]: Editorial Comment: The deleted comment here is redundant, as it is repeated in sub-section (d), below.

Deleted: Such storage areas which are visible to the general public shall be screened from view on all sides.

Commented [PS3]: Editorial Comment: Currently, the Zoning Ordinance requires a 6-foot high wall or fence. With the requirement for evergreen screening, requiring a wall or fence in addition will be at the discretion of the Planning Commission.

Deleted: Screening shall be constructed of wood or masonry materials.

Deleted: substituted for the required

Deleted: The screen shall not be less than six feet in height. Vegetative screening may be required for buffering purposes as required by the planning commission.

Deleted: (Ord. of 7-22-2013, § 60.04)¶

MEMO

TO: Planning Commission
Northfield Township

FROM: Sally Hodges, AICP, Senior Vice President
McKenna Associates

SUBJECT: Considerations for Review of Business Zoning Districts and Enterprise Services District

DATE: June 29, 2016

At your last meeting, we discussed a preliminary approach to evaluating the various non-residential districts in the Township Zoning Ordinance. We noted that:

- There are many commercial and industrial districts included in the ZO. This often occurs over time as an ordinance is amended to address new uses, case by case situations and so on. A comprehensive review is a useful check-up.
- The uses permitted in these districts do not address all the uses commonly found in a township like Northfield that combines both very rural and developed areas. For example, the ES District does not permit a retail landscape nursery because all materials, products and equipment must be stored inside, and because the retail uses permitted in that district are very limited. While the AR district permits a retail landscape nursery, it does not permit a snow plowing service that is often accessory to such a use. Some of you have said that there are uses listed in other districts that don't seem likely to occur in Northfield.
- Existing businesses that wish to expand or that are re-occupancies usually have to go through full site plan review with the Planning Commission with associated time and expense. The triggers for Planning Commission review are quite low at 2,000 sq. ft. or 5% of the floor area of the structure. While provision of additional parking, loading and landscape improvements is permitted without full site plan review at the Planning Commission, there may be merit to increasing the square footage or opportunities for administrative approval. This is a particular issue in the downtown where lots are small, developed and more often don't meet today's standards.

As part of the church use review, we created a table that lists all the land uses permitted in each zoning district. This permits quick identification of where various uses are permitted and easier comparison of uses between districts. That table is attached for your reference. In addition, we have examined the Purpose statement for each of the business districts (excerpted highlights of each are in *italic*) to gain an understanding of the kinds of uses intended in each. We have not included the Whitmore Lake Downtown districts in this round of comments; we will add those at a later date. Our preliminary thoughts follow:

1. LC Local Commercial District - Purpose

This district is established to provide suitable locations for retail, service, and office enterprises which serve a localized market area. Goods and services to be provided by establishments in this district... serve the day-to-day needs of a neighborhood or group of neighborhoods. ... generally be small in floor and site area. ... only in areas in which public water and sanitary sewer service are available.

In general, the uses permitted in this district are appropriate and typical in a local commercial zone.

2. GC General Commercial District - Purpose

This district is ... general comparison retail, service and repair business activities which serve the entire township and surrounding area... located along major transportation networks

The list of uses permitted in the GC district includes the LC uses as well as uses with outdoor display, comparison commercial operations, drive-through uses and automotive-related uses, to name a few. The permitted use list is large.

3. HC Highway Commercial District - Purpose

This district is ... retail and service business activities which serve or are meant to serve the motoring public.

The Highway Commercial appears to be focused on uses at the freeway interchanges. If that is the intent of this district, the Purpose statement should be clarified.

4. ES – Enterprise Service District – Purpose

(a) ... a compatible mixture of business/service uses ... uses are characterized by an insignificant amount of such nuisance factors as noise, heat, glare, and emission of air pollutants.

(b) This district is intended for uses which may have a functional and/or economic relationship to commercial and industrial zoning districts but not clearly definable as either.

As a general observation, it seems that uses existing on the some of the sites currently zoned ES do not conform to the intent of this district, particularly the requirement that there be no outdoor storage in the district. We recommend that the Planning Commission revisit the ES district and the vision for it. The mixture of light office-type uses and heavy commercial, more industrial uses may not be a viable combination, or at a minimum, the standards for these uses may need adjustment.

5. RO Residential Service District

(1) ... small office uses which are low traffic generators and which are compatible with adjacent and neighboring single-family dwellings.

(2) ... located along major streets and in those areas of the township which are established single-family residential areas and which are in transition to non-single-family residential areas but have vacant, undeveloped lots fronting on major streets which are not likely to have new single-family dwellings constructed thereon.

(5) To encourage retention of existing single-family structures in their architectural style and scale.

We understand the Planning Commission previously recommended removing this district.

6. PSC Planned Shopping Center District – Purpose

This district is ... for shopping center development. The district is intended to permit and encourage commercial uses, primarily retail uses, that are compatible with and mutually supportive of each other, in one or more buildings of a unified architectural character, on a site that is planned, developed and managed as one operating unit. ... only in areas designated in the township's adopted comprehensive plan for shopping center use.

This is a special purpose district for a specific area of the Township.

7. LI Limited Industrial District – Purpose

This district is ... light manufacturing and other limited industrial uses. These uses generate a minimum of noise, glare, odor, dust, vibration, air and water pollutants, fire, explosive and radioactive hazards, and other harmful or obnoxious matter.

The uses permitted are fairly typical of a light industrial district. Outdoor storage requires conditional use approval, which is appropriate. May want to permit wholesale operations also.

8. GI General Industrial District - Purpose

This district is ... all manner of industrial uses, wholesale commercial and industrial storage facilities. ...permit the development of certain functions; to protect the abutting residential and commercial properties from incompatible industrial activities; to restrict the intrusion of nonrelated uses, such as residential, retail business and commercial, and to encourage the discontinuance of uses presently existing in the district, which are nonconforming by virtue of the type of use.

All permitted uses allowed in the LI district, plus more intensive uses with greater potential for off-site impacts. The land in this district includes the Ann Arbor Dog Training Club site, which is a nonconforming use. Dog kennels and training are sometimes permitted uses in industrial districts because of the noise, odors and other off-site impacts that are not compatible with single family residential dwellings. The Commission should consider adding this as a conditional use.

9. RTM Research Technology Manufacturing District - Purpose

- (1) To provide an environment of related activities; which will encourage an increase in the productivity of business and industry.*
- (2) To encourage development of scientific, business and industrial research and technology and environmentally clean manufacturing plants in a low density, landscaped campus type environment, generally devoid of nuisance factors commonly found in standard industrial districts.*
- (3) To permit and encourage uses which support research, technology and manufacturing uses to locate within an RTM district*

The technology park district was recently reviewed by the Commission and has an appropriate mix of uses permitted.

In addition to reviewing and refining the use lists for each district, we recommend that the Commission consider adding "Other uses similar to" provisions in each zoning district.

ARTICLE XX. - ES—ENTERPRISE SERVICE DISTRICT

Sec. 36-562. - Purpose.

- (a) It is recognized by this chapter that the value to the public of designating certain areas of the township for a compatible mixture of business/service uses is represented in the employment opportunities to the citizens and the resultant economic benefits to the township. These uses are characterized by an insignificant amount of such nuisance factors as noise, heat, glare, and emission of air pollutants.
- (b) This district has been located within the township as a transition between US 23 or the railroad and lower intensity uses, to permit the development of this compatible mixture of business uses, to protect the adjacent residential property against the encroachment of incompatible uses, and to lessen congestion on public streets and highways. To these ends, certain uses which would function more effectively in other districts and would interfere with these activities and the purpose of this district have been excluded. This district is intended for uses which may have a functional and/or economic relationship to commercial and industrial zoning districts but not clearly definable as either. Common points of ingress and egress between adjacent parcels are encouraged.

Sec. 36-563. - Permitted uses.

The following building and structures, and uses of parcels, lots, buildings and structures, are permitted within this district; provided that materials and equipment to be used in the principal business and products resulting from the principal business shall be stored entirely within completely enclosed buildings:

- (1) Offices of architects, engineers, surveyors and similar professional, provided that no trucks, drilling rigs, and similar vehicles shall be stored on the premises and provided that no materials or field equipment shall be stored outdoors on the premises.
- (2) Executive, administrative, legal, accounting, insurance, real estate and similar offices at a scale that will not generate off-street parking resulting in excessive traffic generated from the use which would be incompatible with the purpose of this district.
- (3) Public buildings
- (4) Primary and secondary schools
- ~~(1) Minor automotive repair facilities.~~
- ~~(2)(5) Contractor wholesale supply when in conjunction with general retail sales of items, including electrical, plumbing, lumber, and/or garden supplies.~~
- ~~(3)(6)~~ Printing, lithographic, blueprinting and similar uses.

- (4)(7) Equipment services, including repair; radio and television, electrical appliance shop, plumber, electrician and other similar services and trades.
- (5)(8) Personal services, including barber shops and beauty salons, medical and dental clinics, music studios, banks and saving and loan associations (without drive-in facilities), and other similar uses.
- (6)(9) A sign, only in accordance with the regulations specified in article XXVI of this chapter.
- (7)(10) An accessory use, building or structure.
- ~~(8) Single family dwelling and any use, building or structure accessory thereto.~~

Sec. 36-564. - Conditional uses.

The following buildings and structures, and uses of parcels, lots, buildings and structures, are permitted subject to obtaining a conditional use permit as provided in article XXVII of this chapter:

- (1) Automotive service stations, including minor repair service.
- (2) Warehousing and material distribution centers; provided all products and materials are enclosed within a building.
- (3) Mini-storage, meeting the requirements provided in section 36-364(9).
- (4) Hospitals, nursing homes, sanitariums.
- (5) Commercial recreation facilities, including indoor theaters, bowling alleys, skating rinks, racket clubs.
- (6) A church, synagogue, cathedral, mosque, temple or other building used for public worship.
- (7) A cemetery.
- (8) Minor automotive repair facilities.
- (9) Contractor wholesale supply when in conjunction with general retail sales of items, including electrical, plumbing, lumber, and/or garden supplies. Outdoor storage or display of products sold as part of the principal business may be permitted subject to the requirements of sections 36-701 and 36-702.
- (10) A dwelling unit combined with an office, provided that the proprietor of the office resides in the dwelling unit.
- (7)(11) Other uses determined by the Planning Commission to be similar to a permitted use or conditional use in sections 36-563 or 36-564.

Sec. 36-565. - Regulations and standards.

The following regulations shall apply in all ES—Enterprise Service Districts:

- (1) *Lot area.* No building or structure shall be established on any lot less than one acre in area, except where a lot is served with a central sanitary sewerage system, in which case there shall be provided a minimum lot area of 20,000 square feet.

- (2) *Lot width.* The minimum lot width for lots served with a central sanitary sewerage system shall be 80 feet. Where a lot is not so served, the minimum lot width shall be 150 feet.
- (3) *Lot coverage.* The maximum lot coverage shall not exceed 25 percent.
- ~~(4) *Floor area ratio.* The maximum floor area shall not exceed 60 percent of the lot area.~~
- ~~(45) *Yard and setback requirements.*~~
- ~~a. *Front yard.* Thirty (30) feet ~~Not less than 85 feet.~~~~
 - ~~b. *Side yards.* Least width of either yard shall not be less than fifteen (15) ~~20~~ feet; except in the case of a corner lot or parcel where the side yard on the road or street side shall not be less than thirty (30) ~~35~~ feet.~~
 - ~~c. *Rear yard.* Not less than 35 feet.~~
 - ~~d. The requirements in this subsection (54) shall apply to every lot, building or structure.~~
- ~~(56) *Height.* Except as is otherwise provided in this chapter, no building shall exceed a height of 45 feet.~~
- ~~(67) *Outdoor storage.* No outdoor storage of materials and equipment is permitted within this district. All such materials, equipment, and products for any permitted principal or conditional use within this district shall be stored entirely within completely enclosed buildings.~~
- ~~(78) *Transition strips.*~~
- ~~a. On every lot in the district which abuts a lot in a recreation-conservation, agricultural, ~~and or~~ residential district, there shall be provided a transition strip. Such transition strip shall be not less than 15 feet in width, shall be provided along every lot line, except a front lot line, which abuts a lot in such districts, shall not be included as part of the yard required around a building or structure, and shall be improved, when said lot in this district is improved, with a screen, wall or hedge not less than four (4) feet nor more than eight (8) feet in height.~~
 - ~~b. A use or structure on any lot in this district fronting a public road, street or right-of-way shall provide, in addition to and as an integral part of any site development on the front yard, a landscaped strip of land 20 feet or more in depth; such landscaped strip to be defined by a curb, and designed to provide access to the lot and separate off-street parking areas from the public right-of-way.~~
- (9) *Required off-street parking.* As required in article XXV of this chapter.
- (10) *Required site plan review.* As required in article XXVIII of this chapter.
- (11) *Supplemental regulations.* As required in article XXIV of this chapter.
- ~~(12) *Single family dwellings.* Single family dwellings within the ES district must adhere to the dimensional standards in section 36-218.~~

(ATTACHMENT 2)

MEMO

TO: Northfield Township Planning Commission
FROM: Patrick Sloan, AICP
Senior Principal Planner
SUBJECT: Proposed Amendments to the Limited Industrial (LI) and General Industrial (GI)
Districts for Kennels
DATE: August 11, 2016

At the July 6, 2016 Planning Commission meeting, the Planning Commission discussed a memorandum from Sally Hodges (attached), dated June 29, 2016, that included considerations and recommendations for uses and development standards in non-residential zoning districts. Among the recommendations was to consider making kennels as permitted or conditional uses in the industrial zoning districts.

As a background, the Ann Arbor Dog Training Club, located at 1575 N. Territorial Road, is located in the General Industrial (GI) zoning district where kennels are not permitted. Therefore, any proposed expansion of the Ann Arbor Dog Training Club is prohibited. Currently, kennels are only permitted in the Agriculture (AR) zoning district. In many communities, kennels are permitted in industrial districts because any off-site impacts such as noise or odor are often not objectionable to neighboring industrial uses, and vice versa. Examples of communities that permit these uses include the following:

- The City of Williamston (Ingham County), population of about 3,800, permits Pet Boarding Facilities in its Light Manufacturing district.
- The Charter Township of White Lake (Oakland County), population of about 30,000, permits Kennels in its Light Manufacturing district.

We have drafted proposed text amendments to make kennels conditional uses in the Limited Industrial district (Section 36-510) and permitted uses in the General Industrial district (Section 36-532). In each district, the Planning Commission would review the application, and any kennel would be required to meet the use standards of Section 36-714.

We look forward to discussing these with you at the next Planning Commission meeting.

ARTICLE XVIII. - LI—LIMITED INDUSTRIAL DISTRICT

Sec. 36-510. - Conditional uses.

The following buildings and structures, and uses of parcels, lots, buildings and structures, are permitted subject to obtaining a conditional use permit as provided in article XXVII of this chapter.

- (1) Minor or major repair of vehicles. All work, materials, equipment and waste products shall be contained within a completely enclosed building, and outdoor storage areas for vehicles shall be screened from view.
- (2) Restaurants and cafeteria facilities for employees.
- (3) Bus, truck, taxi and rail terminals.
- (4) Open air display area, subject to the requirements of section 36-737.
- (5) Business/technical schools, when licensed by the state, which provide education in skills which are commonly used in the principal uses permitted in this district, such as schools for the training of engineering technicians, machine operators, and vehicle mechanics and body repair person.
- (6) Retail sales of items that are the same as the items sold at wholesale on the premises, or are related by use or design to such wholesale items; provided that the total amount of retail sales shall not exceed 25 percent of the annual wholesale sales on the premises. Retail sales shall be strictly incidental to wholesale sales.
- (7) Outdoor storage of recreational vehicles, subject to the requirements of section 36-703.
- (8) Commercial communications apparatuses, if located on existing commercial communications or electrical towers, or other existing appropriate structure, and subject to the provisions of section 36-720, in addition to the requirements of article XXVII of this chapter.
- (9) Outdoor storage of materials and equipment to be used as part of the principal business, and products resulting from the principal business, subject to the requirements of sections 36-701 and 36-702.
- (10) Kennels, subject to the requirements of Section 36-714.

Deleted: (Ord. of 7-22-2013, § 40.03; Ord. No. 14-34, § 1, 1-13-2015)¶

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ARTICLE XIX. - GI—GENERAL INDUSTRIAL DISTRICT

Sec. 36-532. - Permitted uses.

The following buildings, structures, and uses of parcels, lots, buildings and structures, are permitted in this district.

- (1) All permitted uses allowed in LI—Limited Industrial Districts, as provided in section 36-509.
- (2) Wholesale auto auctions.
- (3) Contractor's establishment not engaging in any retail activities on the site.
- (4) Manufacturing.
- (5) Trucking and cartage facilities, truck and industrial equipment storage yards, repairing and washing equipment and yards.
- (6) Manufacturing product warehousing, exchange and storage centers and yards.
- (7) Open industrial uses, but not including concrete and asphalt mixing or production plants, or industrial product or materials storage, including storage of materials, inoperative equipment, vehicles or supplies; provided that any activity in which products or materials being processed or stored are located, transported, or treated outside of a building and are not within enclosed apparatus vessels, or conduits, such use shall be provided with a solid permanently maintained wall or fence, no lower than the subject use or storage, and constructed to provide firm anchoring of fence posts to concrete set below the frost line; if a wall is provided, its foundations likewise shall extend below the frost line.
- (8) Wholesale businesses, including warehouse and storage, commercial laundries, dry cleaning establishments, ice and cold storage plants, lumber, fuel and feed yards, automobile repair garages, construction and farm equipment sales and contractor's equipment yards.
- (9) An accessory use, building or structure.
- (10) Kennels, subject to the requirements of Section 36-714,

Deleted: Reserved

Deleted: (Ord. of 7-22-2013, § 41.02; Ord. No. 14-35, § 1, 1-13-2015)

MEMO

TO: Planning Commission
Northfield Township

FROM: Sally Hodges, AICP, Senior Vice President
McKenna Associates

SUBJECT: Considerations for Review of Business Zoning Districts and Enterprise Services District

DATE: June 29, 2016

At your last meeting, we discussed a preliminary approach to evaluating the various non-residential districts in the Township Zoning Ordinance. We noted that:

- There are many commercial and industrial districts included in the ZO. This often occurs over time as an ordinance is amended to address new uses, case by case situations and so on. A comprehensive review is a useful check-up.
- The uses permitted in these districts do not address all the uses commonly found in a township like Northfield that combines both very rural and developed areas. For example, the ES District does not permit a retail landscape nursery because all materials, products and equipment must be stored inside, and because the retail uses permitted in that district are very limited. While the AR district permits a retail landscape nursery, it does not permit a snow plowing service that is often accessory to such a use. Some of you have said that there are uses listed in other districts that don't seem likely to occur in Northfield.
- Existing businesses that wish to expand or that are re-occupancies usually have to go through full site plan review with the Planning Commission with associated time and expense. The triggers for Planning Commission review are quite low at 2,000 sq. ft. or 5% of the floor area of the structure. While provision of additional parking, loading and landscape improvements is permitted without full site plan review at the Planning Commission, there may be merit to increasing the square footage or opportunities for administrative approval. This is a particular issue in the downtown where lots are small, developed and more often don't meet today's standards.

As part of the church use review, we created a table that lists all the land uses permitted in each zoning district. This permits quick identification of where various uses are permitted and easier comparison of uses between districts. That table is attached for your reference. In addition, we have examined the Purpose statement for each of the business districts (excerpted highlights of each are in italic) to gain an understanding of the kinds of uses intended in each. We have not included the Whitmore Lake Downtown districts in this round of comments; we will add those at a later date. Our preliminary thoughts follow:

1. LC Local Commercial District - Purpose

This district is established to provide suitable locations for retail, service, and office enterprises which serve a localized market area. Goods and services to be provided by establishments in this district... serve the day-to-day needs of a neighborhood or group of neighborhoods. ... generally be small in floor and site area. ... only in areas in which public water and sanitary sewer service are available.

In general, the uses permitted in this district are appropriate and typical in a local commercial zone.

2. GC General Commercial District - Purpose

This district is ... general comparison retail, service and repair business activities which serve the entire township and surrounding area... located along major transportation networks

The list of uses permitted in the GC district includes the LC uses as well as uses with outdoor display, comparison commercial operations, drive-through uses and automotive-related uses, to name a few. The permitted use list is large.

3. HC Highway Commercial District - Purpose

This district is ... retail and service business activities which serve or are meant to serve the motoring public.

The Highway Commercial appears to be focused on uses at the freeway interchanges. If that is the intent of this district, the Purpose statement should be clarified.

4. ES – Enterprise Service District – Purpose

(a) ... a compatible mixture of business/service uses ... uses are characterized by an insignificant amount of such nuisance factors as noise, heat, glare, and emission of air pollutants.

(b) This district is intended for uses which may have a functional and/or economic relationship to commercial and industrial zoning districts but not clearly definable as either.

As a general observation, it seems that uses existing on the some of the sites currently zoned ES do not conform to the intent of this district, particularly the requirement that there be no outdoor storage in the district. We recommend that the Planning Commission revisit the ES district and the vision for it. The mixture of light office-type uses and heavy commercial, more industrial uses may not be a viable combination, or at a minimum, the standards for these uses may need adjustment.

5. RO Residential Service District

(1) ... small office uses which are low traffic generators and which are compatible with adjacent and neighboring single-family dwellings.

(2) ... located along major streets and in those areas of the township which are established single-family residential areas and which are in transition to non-single-family residential areas but have vacant, undeveloped lots fronting on major streets which are not likely to have new single-family dwellings constructed thereon.

(5) To encourage retention of existing single-family structures in their architectural style and scale.

We understand the Planning Commission previously recommended removing this district.

6. PSC Planned Shopping Center District – Purpose

This district is ... for shopping center development. The district is intended to permit and encourage commercial uses, primarily retail uses, that are compatible with and mutually supportive of each other, in one or more buildings of a unified architectural character, on a site that is planned, developed and managed as one operating unit. ... only in areas designated in the township's adopted comprehensive plan for shopping center use.

This is a special purpose district for a specific area of the Township.

7. LI Limited Industrial District – Purpose

This district is ... light manufacturing and other limited industrial uses. These uses generate a minimum of noise, glare, odor, dust, vibration, air and water pollutants, fire, explosive and radioactive hazards, and other harmful or obnoxious matter.

The uses permitted are fairly typical of a light industrial district. Outdoor storage requires conditional use approval, which is appropriate. May want to permit wholesale operations also.

8. GI General Industrial District - Purpose

This district is ... all manner of industrial uses, wholesale commercial and industrial storage facilities. ...permit the development of certain functions; to protect the abutting residential and commercial properties from incompatible industrial activities; to restrict the intrusion of nonrelated uses, such as residential, retail business and commercial, and to encourage the discontinuance of uses presently existing in the district, which are nonconforming by virtue of the type of use.

All permitted uses allowed in the LI district, plus more intensive uses with greater potential for off-site impacts. The land in this district includes the Ann Arbor Dog Training Club site, which is a nonconforming use. Dog kennels and training are sometimes permitted uses in industrial districts because of the noise, odors and other off-site impacts that are not compatible with single family residential dwellings. The Commission should consider adding this as a conditional use.

9. RTM Research Technology Manufacturing District - Purpose

- (1) To provide an environment of related activities; which will encourage an increase in the productivity of business and industry.*
- (2) To encourage development of scientific, business and industrial research and technology and environmentally clean manufacturing plants in a low density, landscaped campus type environment, generally devoid of nuisance factors commonly found in standard industrial districts.*
- (3) To permit and encourage uses which support research, technology and manufacturing uses to locate within an RTM district*

The technology park district was recently reviewed by the Commission and has an appropriate mix of uses permitted.

In addition to reviewing and refining the use lists for each district, we recommend that the Commission consider adding "Other uses similar to" provisions in each zoning district.

NORTHFIELD TOWNSHIP PLANNING COMMISSION Minutes of Regular Meeting August 3, 2016

1. CALL TO ORDER

The meeting was called to order by Chair Kenneth Dignan at 7:12 P.M. at 8350 Main Street.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL AND DETERMINATION OF QUORUM

Roll call:
Janet Chick Present (arrived at 7:09 P.M.)
Marlene Chockley Present
Brad Cousino Present
Kenneth Dignan Present
Sam Iaquinto Present
Larry Roman Present
Mark Stanalajczo Present

Also present:
Township Manager Howard Fink
Township Attorney Paul Burns
Assessing & Building Assistant Mary Bird
Planning Consultant Patrick Sloan, McKenna Associates
Township Engineer Brian Rubel, Tetra Tech
Recording Secretary Lisa Lemble
Members of the Community

4. ADOPTION OF AGENDA

- **Motion:** Iaquinto moved, Chockley supported, that the agenda be adopted as amended.
Motion carried 6—0 on a voice vote.

5. FIRST CALL TO THE PUBLIC

[Chick arrived during this time].

Mary Devlin, 9211 Brookside, Joanne Marttila Pierson, 5756 Earhart Road, and David Perry, 9441 Earhart Road commented on the primary election results and the Biltmore proposal. Craig Warburton, 450 W. Joy Road, questioned there had been a valid quorum present for the vote on the Living Water request on June 28, 2016.

Marian Volkman, 5145 Pontiac Trail and Frank Klupacs, 6770 N. Maple Road, Melissa Robinson, 4990 Whitmore Lake Road, and David Gordon, 5558 Hellner Road supported maintaining the Master Plan as it is.

6. CLARIFICATIONS FROM THE COMMISSION

None.

7. CORRESPONDENCE

None.

8. PUBLIC HEARINGS

- 8A. **Request for Amendment of Master Plan Map; Request by Biltmore Land LLC for Northfield Township to amend its Master Plan Map to change the designation of nine parcels (A - I) from AG (Agriculture) to MDR (Medium Density Residential).**

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

David Stollman, President of Biltmore Development, reviewed the history of his company's interest in developing in the Township and questioned whether the recommendation of denial of the requested Master Plan amendment makes sense for the Township. He addressed technical issues and offered to work with Township residents if there is interest in moving forward.

Planning consultant Patrick Sloan reviewed the McKenna Associates report of June 3, 2016. He said their recommendation is for denial of the request based on a variety of factors, including there being no land use changes in the area to support it, lack of sanitary sewer capacity to support the development, and no plans existing to provide the additional road infrastructure that would be required.

Mary Devlin spoke in favor of the Master Plan amendment, saying growth is needed in the community.

David Perry, Mike Ciccella, 7789 Sutton Road, Craig Warburton, Susan Wienckowski, 5558 Hellner Road, John Zarzecki, 6163 Hellner Road, Joanne Marttila Pierson, Chrystyna Kozak, 6449 Hellner Road, Mary Kendall, 808 E. Five Mile Road, Kathleen Manley, 8690 Palma Lane, Brenda Warburton, 450 W. Joy Road, David Gordon, and Melissa Robinson, 4990 Whitmore Lake Road spoke in opposition to the Master Plan amendment citing the McKenna Associates report, studies warning against unlimited residential development, Ann Arbor Township's efforts to maintain the rural character of that area, the availability of MDR zoning elsewhere in the Township, and the cost to taxpayers of infrastructure required.

- **Motion:** Dignan moved, Iaquinto supported, that the public hearing be closed.
Motion carried 6—0 on a roll call vote.

9. REPORTS

7A. Board of Trustees

Chick reported that on July 26th the Board considered several items including a funding request from Northfield Human Services and approved resurfacing

of the 75 Barker parking lot, the Main Street sidewalk project, and a Fire Department capital allocation.

7B. ZBA

Chockley reported that on July 18th the ZBA granted two variances to allow a residential driveway over 1000' in length and a pole barn as an accessory building to a non-conforming use (a residence).

7C. Staff Report

Nothing to report.

7D. Planning Consultant

Sloan reported his firm will soon begin work on the Van Curler public participation and planning process. Dignan asked that Sloan plan a workshop for the Commission later in the year about successful economic development in similar communities.

10. UNFINISHED BUSINESS

10A. Receipt of McKenna Associates Review of Biltmore Land LLC Application to Amend the Northfield Township Master Plan and Tetra Tech Biltmore Development Request Master Plan Amendment Sewer Capacity Opinion.

In answer to a Commissioner's question, Township Engineer Brian Rubel said the existing sewer capacity is sufficient to allow growth in dry conditions, but improvements are needed to handle wet conditions. The Commission accepted the McKenna Associates report on the Biltmore Land request to amend the Master Plan.

10B. Request for Amendment of Master Plan Map; Request by Biltmore Land LLC for Northfield Township to amend its Master Plan Map to change the designation of nine parcels (A - I) from AG (Agriculture) to MDR (Medium Density Residential).

- **Motion:** Stanalajczko moved, Chockley supported, adoption of the following resolution:

WHEREAS, the Planning Commission of the Township of Northfield, a Michigan General Law Township, is a public body organized to provide essential government services;

WHEREAS, the Planning Commission is vested with the right, duty and responsibility to initiate the process of creating a Master Plan and amendments thereto by the Michigan Planning Enabling Act, being MCL 125.3801 et seq;

WHEREAS, in May 2014, Biltmore Land LLC applied to the Township for an amendment of the Northfield Master Plan Map, changing the future land use designation for nine parcels from AG Agricultural to MDR Medium Density Residential;

WHEREAS the Northfield Township Engineer prepared a letter regarding the impacts of the proposed amendment on the Township's ability to provide sanitary sewer service, dated June 3, 2016, which the Planning Commission finds is correct and accurate, and incorporates by this reference;

WHEREAS the Northfield Township Planner prepared a report analyzing the impacts of the proposed amendment

on the Township, dated June 3, 2016, which the Planning Commission finds is correct and accurate, and incorporates by this reference;

WHEREAS the Northfield Township Planning Commission has therefore determined that the amendment requested by the applicant does not best serve the health, safety and general welfare of the Township.

NOW THEREFORE, the Planning Commission of the Township of Northfield does hereby resolve that the applicant's request for an amendment of the Northfield Master Plan Map is hereby DENIED for the reasons set forth above.

Commissioners said Township officials have a responsibility to listen to developers' proposals, they want to see growth in the community and more children in the schools and would like to see the health of the downtown restored, but they are proud of the master plan and the process used to develop it, and asked developers to consider projects in appropriate areas of the Township.

Motion carried 7—0 on a roll call vote.

Fink said the developer was made aware before submitting the Master Plan amendment request that there were great differences of opinion in the Township about growth, but it was the job of the Township staff to present the request, and the Commission and Board both unanimously voted to consider it. He said the Master Plan is a good one and in conformance with the wishes of the residents, but he believes there is still work to do in reconciling market forces and the Township's plans for its future. He apologized for not having a better understanding of the residents' vision of the community and communicating it when he accepted the Township Manager job. Several Commissioners said they wished the discussion about this had been handled better over the last several years, but Fink was doing what he was asked to do by the elected officials, and everyone involved agrees that in the future the process needs to be much less contentious.

11. NEW BUSINESS

None.

12. MINUTES

- **Motion:** Dignan moved, Chick supported, that the minutes of the July 20, 2016, regular meeting 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 Perry thanked the Commissioners for the action on the Master Plan request, apologized for his own behavior at times, and said the tone of all involved has to change. He echoed Commissioners' desire for community improvements. Joanne Marttila Pierson apologized to Mr. Stollman for the Township giving him the wrong impression. Jean Hornback, 4360 Territorial Road, listed several things the Township needs to improve to meet its goals.

14. COMMENTS FROM THE COMMISSIONERS

Commissioners made comments about the recent stabilization of the Whitmore Lake Public Schools, the need for all those present—who are among the minority interested enough to participate in the public life of the community—to work together, and asked how they can better provide more complete information to the public.

15. ANNOUNCEMENT OF NEXT MEETING

August 17, 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:** Dignan moved, Chick supported, that the meeting be adjourned.
Motion carried 7—0 on a voice vote.

The meeting was adjourned at 9:34 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 _____, 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/>