

**NORTHFIELD TOWNSHIP
PLANNING COMMISSION
Minutes of Regular Meeting
June 3, 2015**

1. CALL TO ORDER

The meeting was called to order by Vice-Chair Janet Chick 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	Absent with notice
Brad Cousino	Absent with notice
Kenneth Dignan	Present
Sam Iaquinto	Present
Larry Roman	Present
Mark Stanalajczo	Present

Also present:

Planning Consultant Laura Kreps,
Carlisle/Wortman Associates
Township Engineer Jacob Rushlow, OHM Advisors
Assessing & Building Assistant Mary Bird
Recording Secretary Lisa Lemble
Members of the Community

4. APPROVAL OF AGENDA

Dignan asked that Item 10A to moved up to be Item 7.5. Stanalajczo noted that action on the public hearing items should be added to the agenda as action items under New Business.

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

5. FIRST CALL TO THE PUBLIC

Master Plan/Growth. Craig Warburton, 450 W. Joy Road, thanked the Commission for the presentation by the Huron River Watershed Council on May 20th, noting that it showed what the Township would look like as built out according to the Master Plan. He said the 2012 Master Plan is excellent as it is and Commissioners are charged with defending it. He said he hopes the citizen survey will have a list of dates of opportunities for residents to give input about any possible changes to the Plan. He added that it was disingenuous for a Planning Commission member to write an anonymous article in the local newspaper

criticizing a group of people who spoke in defense of the Master Plan.

6. CORRESPONDENCE

None.

7. REPORTS

7A. Board of Trustees

Chick reported:

- Bill Lenahan provided an overview of code enforcement activities in the Township.
- The Board reviewed the proposed fiscal year 2015-16 budget which shows the Township is in a good financial position.

7B. ZBA

Dignan reported that requests for variances were granted in two cases on June 1st. He noted that the ZBA has heard three cases concerning setbacks on corner lots, so perhaps the requirement for large setbacks such lots should be reconsidered.

7C. Staff Report

Nothing to report.

7D. Planning Consultant

Kreps reported:

- Nowatzke's detailed engineering plans are being reviewed.
- The Al Dente Pasta site plan may be ready to be on the next agenda.
- Steel Trucking applied for site plan approval today.

7.5. NEW BUSINESS

7.5A. JPC150002; O'Donnell Electric.

Planning consultant Kreps said O'Donnell Electric has provided all of site plan changes and other information requested. She said the only outstanding issue is Washtenaw County Road Commission approval of the driveway access.

Jacob Rushlow, Township Engineer, reviewed his letters provided in the Planning Commission packet. He said a few items can be addressed administratively including curbing of the parking lot to direct water into the stormwater detention area. He noted that sewage Residential Equivalent Units (REUs) should not be increased as the building addition is only for storage.

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He said the site plan is in substantial compliance, and he is recommending approval subject to his comments being addressed during the next step of detailed engineering review.

Stanalajczo asked why the flow of water from the site is being changed from toward US-23 to toward Whitmore Lake Road. Rushlow said the way grading is being done on the site makes it easier to direct the flow of water in that direction. In answer to a question from Chick, Rushlow said he thinks this will work well, and the Road Commission will require the applicant to meet or exceed the current detention rate.

Iaquinto noted the site plan review application is dated February 16th, and he asked why it took until now for the proposal to be placed on an agenda. Rushlow said reviews were done starting in March. He said if planning staff do not think a proposal is ready for Planning Commission consideration they will delay action until changes are submitted.

- ▶ **Motion:** Dignan moved, Iaquinto supported, that in case JPC150002; O'Donnell Electric, the site plan be approved with the conditions listed in the OHM report dated May 29, 2015.
Motion carried 6—0 on a roll call vote.

8. PUBLIC HEARINGS

8A. Zoning Ordinance Text Change. Proposed text change to the Enterprise Service District (ES) plan to amend permitted uses (Section 36-563) to include single-family dwellings and accessory buildings and structures.

Kreps briefly reviewed the proposed changes. Dignan called for comments from the public. There were none.

- ▶ **Motion:** Iaquinto moved, Stanalajczo supported, that the public hearing be opened.
Motion carried 6—0 on a roll call vote.
 - ▶ **Motion:** Iaquinto moved, Stanalajczo supported, that the public hearing be closed.
Motion carried 6—0 on a roll call vote.
- 8B. Official Zoning Map Amendment.** Reclassification of 12 parcels along Main Street and in the Horseshoe Lake area from Enterprise Service (ES) and/or Agriculture (AR) to Single Family Residential (SR1).
- ▶ **Motion:** Iaquinto moved, Dignan supported, that the public hearing be opened.
Motion carried 6—0 on a roll call vote.

Kreps reviewed the proposal to reclassify these properties. Dignan called for comments from the public. There were none.

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

8C. Site Plan Review Manual. Various amendments to Manual including updating new Municode reference numbers, adding language indicating the Planning Commission reviews the application materials and full plan set, and updating Township contact information.

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

Kreps briefly reviewed the proposal amendments to the Site Plan Review Manual.

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

9. OLD BUSINESS

9A. Citizen Survey/Master Plan Status Report.

Kreps reported the Township attorney is reviewing the Cobalt contract for a citizen survey, and more details will be available at the next meeting.

10. NEW BUSINESS

- ▶ **Motion:** Dignan moved, Iaquinto supported, that the PC forward to the Board of Trustees the following amendments with a recommendation of approval:
 - Zoning Ordinance Text Change
 - Official Zoning Map Amendment
 - Site Plan Review Manual, Section 36-866(b)

Motion carried 6—0 on a roll call vote.

11. MINUTES

May 20, 2015, Workshop Session

- ▶ **Motion:** Dignan moved, Stanalajczo supported, that the minutes of the May 20, 2015, workshop meeting be approved as presented, and to dispense with the reading. **Motion carried 5—0 on a voice vote.**

12. POLICY REVIEW AND DISCUSSION

None.

13. SECOND CALL TO THE PUBLIC

No comments.

14. COMMENTS FROM THE COMMISSIONERS

Thank yous. Dignan thanked Mary Bird for her work preparing packets for the Planning Commission.

Congratulations. Stanalajczo welcomed Howard and Eliza's baby boy to the community.

Community Matters. Jaquinto noted that the Whitmore Lake High School Varsity Boys Baseball team won

districts for the first time since 2003. Stanalajczo asked everyone to remember the men and women in uniform.

15. ANNOUNCEMENT OF NEXT MEETING

June 17, 2015, at 7:00 P.M. at the Public Safety Building was announced as the next regular Commission meeting time and location.

16. ADJOURNMENT

► **Motion:** Stanalajczo moved, Dignan supported, that the meeting be adjourned.
Motion carried 5—0 on a voice vote.

The meeting was adjourned at 7:35 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 _____, 2015.

Marlene Chockley, Chair

Mark Stanalajczo, Secretary

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