

# NORTHFIELD TOWNSHIP PLANNING COMMISSION Minutes of Regular Meeting August 19, 2015

## 1. CALL TO ORDER

The meeting was called to order by Chair Marlene Chockley at 7:07 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	Present
Larry Roman	Present
Mark Stanalajczo	Present

Also present:  
Township Manager Howard Fink  
Mary Bird, Assessing & Building Assistant  
Recording Secretary Lisa Lemble  
Members of the Community

- **Motion:** Iaquinto moved that the meeting be moved to the air conditioned first floor.  
**Motion died for lack of second.**

## 4. APPROVAL OF AGENDA

- **Motion:** Roman moved, Chick supported, that the agenda be adopted as presented.  
**Motion carried 6—0 on a voice vote.**

## 5. FIRST CALL TO THE PUBLIC

No comments.

## 6. CORRESPONDENCE

Chockley called attention to a letter from GYOA Trucking listing materials to be stored on-site.

## 7. REPORTS

### 7A. Board of Trustees

Chick reported the Board has not met since the last Planning Commission meeting.

### 7B. ZBA

No report.

### 7C. Staff Report

Nothing to report.

### 7D. Planning Consultant

Fink reported that it is likely the Township Board will approve the contract with the new planning consulting firm at their meeting next Tuesday.

## 8. PUBLIC HEARINGS

None.

## 9. OLD BUSINESS

### 9A. Discussion of the Green Infrastructure Survey. Kris Olssen of the Huron River Watershed Council (HRWC)

Olssen referred to information from the discussion at the May 20<sup>th</sup> Commission meeting when she introduced the survey, and presented the full-sized Northfield Township Green Infrastructure Planning Map which the HRWC had prepared. She then reviewed the "Next Steps: Community Planning for Green Infrastructure" document, including recommended changes for the Township's zoning ordinance and Master Plan.

Chick asked whether Olssen felt she was getting input from people from all parts of the Township during the workshop session. Chockley said it seemed there were certainly people from the eastern and southwestern areas because they made comments on the Township map in those areas.

Chockley said it is interesting to see from the map how much land is already designated as Recreation Conservation district. She asked about natural areas upstream of lakes. Olssen said they prepared a Horseshoe Creek report which refers to the problem of phosphorus runoff into the creek, and said there are ways farmers and residents can help control this, including using fertilizers with less phosphorus and leaving vegetation buffers near rivers and lakes.

Olssen said if the Planning Commission would find it useful she could review the Township's zoning ordinance and Master Plan to make specific recommendations for revisions to incorporate the ideas and information from the study. It was agreed she should do this. Olssen said she can have this review done in 2-3 weeks.

Chockley asked about wellhead protection information on the County's website. Olssen said these are essentially watershed protection areas for wellheads to help prevent pollutants from getting into the water supply through wellheads, and this type of information could be included in the Township's Master Plan.

## 10. NEW BUSINESS

None.

## 11. MINUTES

### August 5, 2015, Regular Meeting

Chockley corrected one name under Correspondence.

- ▶ **Motion:** Iaquinto moved, Chick supported, that the minutes of the August 5, 2015, regular meeting be approved as corrected, and to dispense with the reading. **Motion carried 6—0 on a voice vote.**

## 12. POLICY REVIEW AND DISCUSSION

**Planning Commission Minutes Discussion.** Chockley noted the Commission's by-laws are essentially silent on the issue of the format meeting minutes should take. Recommendations from the Michigan Townships Association and the MSU Extension Service were discussed. Fink said while he agrees that a great amount of detail about the discussion at meetings should not be included, there should be enough information to support the actions taken.

After discussion it was agreed to follow the format used by the Township Board. It was also agreed that the planning consultant be charged with preparing draft motions which can be edited or augmented by Commissioners based on meeting deliberations.

Stanalajczo said he would like the Planning Commission's by-laws amended to state that the minutes should take the format adopted by the

Township Board. Chockley suggested that he draft language to that effect for the Commission to consider.

## 13. SECOND CALL TO THE PUBLIC

Craig Warburton, 450 W. Joy Road, commented on the format of minutes and the objected to the plan to revise the Master Plan.

## 14. COMMENTS FROM THE COMMISSIONERS

No comments.

## 15. ANNOUNCEMENT OF NEXT MEETING

Chockley noted no applications have been submitted for the next agenda.

- ▶ **Motion:** Stanalajczo moved, Iaquinto supported, that the September 2, 2015, meeting be canceled. **Motion carried 6—0 on a voice vote.**

**September 16, 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:** Iaquinto moved, Chick supported, that the meeting be adjourned. **Motion carried 6—0 on a voice vote.**

The meeting was adjourned at 8:00 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 \_\_\_\_\_, 2015.

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Marlene Chockley, Chair

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Mark Stanalajczo, Secretary

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