

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

1. CALL TO ORDER

The meeting was called to order by Chair Marlene Chockley at 7:00 P.M. at 8350 Main Street.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

AND DETERMINATION OF QUORUM

Roll call:	
Janet Chick	Present
Marlene Chockley	Present
Brad Cousino	Present (arrived at 7:10 P.M.)
Kenneth Dignan	Present
Sam Iaquinto	Present
Larry Roman	Present
Mark Stanalajczo	Present

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

4. APPROVAL OF AGENDA

Stanalajczo said a public hearing is not required for the by-laws, so item 8B should be removed.

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

5. FIRST CALL TO THE PUBLIC

Craig Warburton, 450 W. Joy Road, commented on the issues of zoning, conflicts of interest, and adding agenda items related to the Living Water Church GC zoning request. David Gordon, 5558 Hellner Road, commented on proposed by-law and GC zoning changes and Township spending. Lenore Zelenock, 1440 Six Mile Road, asked questions about the proposed by-law changes.

[Cousino arrived].

6. CLARIFICATIONS FROM THE COMMISSION

Dignan and Chockley commented on Living Water Church request and Chick answered a question about the by-laws.

7. CORRESPONDENCE

Chockley referred to letters from the public about the proposed by-law changes.

8. PUBLIC HEARINGS

8A. Revised Research, Technology, and Manufacturing (RTM) District Standards.

- ▶ **Motion:** Dignan moved, Stanalajczo supported, that the public hearing be opened.
Motion carried 7—0 on a voice vote.

Chockley explained that the proposed change would increase the allowable floor space dedicated to manufacturing to increase from 25% to 49%. Chockley answered a question from David Gordon about allowable uses in the district and confirmed that the documentation for this was not included in the Board packet until Tuesday although it was posted on the website. There was discussion about whether to reschedule the public hearing.

- ▶ **Motion:** Dignan moved, Chick supported, that the public hearing be closed.
Motion carried 7—0 on a voice vote.

- ▶ **Motion:** Dignan moved, Chockley supported, that notice of changes to the RTM district be republished and the public hearing noticed for the first Planning Commission meeting in March.
Motion carried 7—0 on a roll call vote.

8B. Revised Planning Commission Bylaws.

Removed from the agenda.

9. REPORTS

7A. Board of Trustees

Chick briefly reported on the January 26th Township Board meeting, including that the Board reappointed Iaquinto and Roman to the Planning Commission and hired McKenna Associates as the Township's planning consultants.

7B. ZBA

Dignan reported that no January meeting was held, but the Nowatzke request will be heard in February.

7C. Parks & Recreation

Nothing to report.

7C. Staff Report

Nothing to report.

7D. Planning Consultant

Nothing to report.

10. UNFINISHED BUSINESS

10A. Revised Research, Technology, and Manufacturing (RTM) District Standards.

- ▶ **Motion:** Chockley moved, Chick supported, that this item be removed from the agenda. **Motion carried 7—0 on a roll call vote.**

10B. Revised Planning Commission By-Laws.

Chockley noted that the Commission made additional changes to the draft on January 20th. She referred to two letters from members of the public and the Board discussed some of those items raised, including operating funds, maintenance of minutes, handling of special meetings, the number of votes required to recommend changes to the Master Plan, and timing of the organizational meeting and elections.

Regarding whether the proposed by-laws should be reviewed by the Township attorney, Fink said he and Burns agree that any request for review of documents should be voted on by the Planning Commission.

- ▶ **Motion:** Chockley moved, Cousino supported, that the proposed bylaws be sent to the Township attorney for legal review and recommendations for any changes. **Motion carried 6—1 on a roll call vote, Stanalajczo opposed.**

10C. Election of Officers and ZBA and Parks & Recreation Commission Representatives.

- ▶ **Motion 1:** Iaquinto moved, Stanalajczo supported, that Dignan serve as Chair of the Planning Commission.
- ▶ **Motion 2:** Chick moved, Cousino supported, that Chockley serve as Chair of the Planning Commission.

Motion 1 carried 4—3 on a roll call vote, Chick, Chockley, and Cousino opposed. No action taken on Motion 2.

- ▶ **Motion:** Iaquinto moved, Chick supported, that Larry Roman serve as Vice-Chair of the Planning Commission. Roman declined.
- ▶ **Motion:** Stanalajczo moved, Dignan supported, that Chick serve as Vice-Chair of the Planning Commission. **Motion carried 7—0 on a roll call vote.**
- ▶ **Motion:** Iaquinto moved, Chick supported, that Stanalajczo serve as Secretary of the Planning Commission. **Motion carried 7—0 on a roll call vote.**
- ▶ **Motion:** Chockley moved, Stanalajczo supported, that Roman serve as Planning Commission representative to the Zoning Board of Appeals.
- ▶ **Motion:** Dignan moved that Cousino serve as Planning Commission representative to the Zoning Board of Appeals.

- ▶ **Motion:** Dignan moved, Stanalajczo supported, that Chockley serve as Planning Commission representative to the Zoning Board of Appeals. **Motion carried 7—0 on a roll call vote.**

- ▶ **Motion:** Dignan moved, Chockley supported, that Iaquinto serve as the Planning Commission representative to the Parks & Recreation Commission. **Motion carried 7—0 on a roll call vote.**

11. NEW BUSINESS

10A. Consider the addition of churches as a conditional use in the General Commercial (GC) District.

Chockley referred to the letter from Living Water Church, the Township zoning map, and the Master Plan. Planning consultant McKenna recommended that all of the commercial districts be reviewed, and he expressed concern with making churches conditional uses because of potential legal conflicts with the freedom of religion provisions of the First Amendment of the U. S. Constitution and protections provided in the Religious Land Use and Institutionalized Persons Act (RLUIPA).

The reasoning behind and history of commercial zoning and establishment of the limits of the Whitmore Lake Downtown Overlay District were discussed.

- ▶ **Motion:** Stanalajczo moved, Chick supported, that the planner review the request from Living Water Church and consider whether there should be a text amendment and/or map amendment, which lots should be included, and whether church uses should be conditional or permitted by right in consideration of First Amendment rights issue. **Motion carried 7—0 on a roll call vote.**

11B. Review of the Parks & Recreation Master Plan.

Fink reviewed the propose Plan, the steps taken in preparing it, and where it stands in the approval process. He asked for the Planning Commission to make a recommendation of approval to the Township Board.

The Commission thanked the Parks & Recreation Commission, Fink, and the Township Trustees for their work on this.

- ▶ **Motion:** Stanalajczo moved, Iaquinto supported, to approve the Northfield Township Parks & Recreation Master Plan as presented. **Motion carried 7—0 on a roll call vote.**

12. MINUTES

- ▶ **Motion:** Iaquinto moved, Chick supported, that the minutes of the January 20, 2016, regular meeting be approved as presented, and to dispense with the reading. **Motion carried 7—0 on a voice vote.**

13. POLICY REVIEW AND DISCUSSION

None.

14. SECOND CALL TO THE PUBLIC

Lenore Zelenock, Craig Warburton, David Gordon thanked Chockley for serving as Commission chair, Gordon commented on the proposed by-laws and Parks & Recreation Master Plan, and Craig Warburton commented on the proposed by-laws. Jim Nelson, 7777 Sutton Road, thanked Fink and Iaquinto for their work on the Parks & Recreation Master Plan.

15. COMMENTS FROM THE COMMISSIONERS

Commissioners commented on the Pond Hockey Classic dates, a statement made by a Board member at the last Township Board meeting, the Parks & Recreation Master Plan, and an internet blog covering

Township Board actions; thanked Chockley for her service as Chair; congratulated Dignan on his election as Chair; and thanked Phillip McKenna for his input.

16. ANNOUNCEMENT OF NEXT MEETING

February 17, 2016, at 7:00 P.M. at the Public Safety Building was announced as the next regular Commission meeting time and location.

17. ADJOURNMENT

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

The meeting was adjourned at 9:24 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/>