

**NORTHFIELD TOWNSHIP PLANNING COMMISSION
NOTICE OF REGULAR MEETING
February 4, 2015 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**
7. **REPORTS**
 - A. **Board of Trustees Report**
 - B. **ZBA**
 - C. **Staff Report**
 - D. **Planning Consultant Report**
8. **PUBLIC HEARINGS**
9. **OLD BUSINESS**
 - A. **Amendments to the Manufactured Housing Community District** – Postpone, amend and/or recommend to the Board of Trustees the adoption of this amendment to the zoning ordinance. The text of the current Mobile Home Park District (to be renamed the Manufactured Housing Community District) is proposed to include updated language, revisions to the permitted, accessory and conditional uses, and site development regulations and standards based upon the State of Michigan’s Model Manufactured Housing Ordinance.
10. **NEW BUSINESS**
 - A. **Discussion of priorities and projects for the year**
11. **MINUTES:** January 21, 2015 Regular Meeting
12. **POLICY REVIEW AND DISCUSSION**
13. **CALL TO THE PUBLIC**
14. **COMMENTS FROM THE COMMISSIONERS**
15. **ANNOUNCEMENT:** Next Regular Meeting – February 18, 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.

ARTICLE 26.0
MHC - MANUFACTURED HOUSING COMMUNITY DISTRICT

Section 26.01 Purpose

The purpose of this district is to provide for manufactured housing communities, and to promote manufactured housing communities with the character of residential neighborhoods. It is the intent of this Ordinance that manufactured housing communities locate in areas which are served adequately by essential public facilities and services such as access streets, police and fire protection, and public sanitary sewer and storm drainage facilities. It is further the intent of this Ordinance that manufactured homes be considered and regulated only in those areas which are designated for manufactured home use within the Township's adopted Master Plan. It is further the intent of this Ordinance that manufactured homes in manufactured housing communities deserve and require locations, services, and facilities similar to any other "single-family and multiple family" dwelling units which are developed at higher densities. It is further the intent of this Ordinance that various supporting uses common to higher density residential areas, and also those which are unique to manufactured housing communities, be permitted in this district.

Section 26.02 Permitted Principal Uses

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

- A. Manufactured home dwelling units.
- B. Single family dwellings and any use, building, or structure thereto.
- C. Signs, in accordance with the following regulations:
 - 1. Not more than one (1) identification sign, not exceeding eighteen (18) square feet in area, at each principal vehicular entrance to the manufactured housing community.
 - 2. One (1) identification sign, not exceeding eighteen (18) square feet in area, for each principal building for a non-residential use permitted in this district as a permitted or conditional use.
- D. Home occupations.

Section 26.03 Accessory Uses and Structures

Permitted Accessory Uses.

- A. One (1) carports or garage and one (1) storage building on each manufactured home site.
- B. Swimming pools, bathhouses, recreation facilities, and community centers for use of park residents only.
- C. Management office and storage area.
- D. Central laundry facilities for use by park residents only.

Section 26.04 Conditional Uses

The following buildings and structures and uses are permitted, subject to obtaining a conditional use permit as provided in Article 63.0, herein, and subject to the following requirements.

- A. Commercial and service establishments, provided:
 - 1. The manufactured housing community contains at least one hundred (100) dwelling units.
 - 2. The establishments are of such nature, size, and location within the manufactured housing community so as to serve only residents within the manufactured housing community.
 - 3. The establishments are designed, improved, and located to protect the character of the manufactured housing community and the surrounding neighborhood.
 - 4. The establishments shall occupy, including parking loading areas, not more than five (5%) percent of the total ground area of the manufactured housing community.
 - 5. Similar facilities and services are not conveniently available in the neighboring area.

- B. Church, fire station, police station, government office building, and similar government buildings.
- C. Public or private nursery, primary, and secondary school, or day care center.
- D. Commercial communications apparatus, if located on existing commercial communications or electrical towers, or other existing appropriate structure, and subject to the provisions of Section 60.23 herein, in addition to the requirements of Article 63 (“Conditional Uses”) herein.

Section 26.05 Regulations and Standards

The following regulations shall apply in all manufactured housing communities.

- A. Lot Area - The minimum area for a manufactured housing community shall be twenty (20) acres. The tract of land shall comprise a single lot, except where the lot is divided by public streets or where the total property includes parcels for necessary utility plants, maintenance or storage facilities and the like, with appropriate access from the manufactured housing community, provided that all lands involved shall be so dimensioned as to facilitate efficient design and management.
- B. Lot and Site Width.
 - 1. The minimum width of a lot for a manufactured housing community shall be eighty (80) feet and shall be measured along any public street on which the manufactured housing community abuts. The minimum width of any other part of the lot, which contains dwellings and buildings open generally to occupants of the manufactured housing community shall be two hundred (200) feet.
 - 2. The minimum frontage of a manufactured home site on a street within the manufactured housing community shall be twenty (20) feet.
- C. Lot Size, Acreage and Density - A manufactured housing community shall be developed with sites averaging five thousand five hundred (5,500) square feet per manufactured housing unit. The average 5,500 square feet area may be reduced by twenty (20%) percent, provided that each individual site shall be equal to at least 4,400 square feet. For each square foot of land gained through the reduction of the average site below 5,500 square feet, at least an equal amount of land shall be devoted to open space. This open space shall be in addition to that required under the State of Michigan Mobile Home Commission

Act (Act 96 of 1987), as amended. The minimum site shall not include land area within rights-of-way of public streets; surface area of lakes, ponds or wetlands; land within a one hundred (100) year flood plain; or land within easements more than twenty (20) feet wide.

D. Lot Coverage.

1. A manufactured home and its accessory buildings shall not occupy more than thirty-five (35%) percent of the area of the site on which it is located.
2. Any non-residential building and its accessory buildings shall not occupy more than thirty-five (35%) percent of the area of the lot on which such building is located.

E. Yard and Separation Requirements.

1. If homes, permanent buildings, and other structures abut a public right-of-way, they shall not be located closer than fifty (50) feet from the boundary line. If the boundary line runs through the center of the public road, than the fifty (50) feet shall be measured from the road right-of-way line. This section does not apply to internal roads dedicated for public use.
2. Homes, permanent buildings and other structures shall not be located closer than twenty (20) feet from the property boundary line of the community.
3. The following minimum distances shall be provided and maintained from a manufactured home unit and shall be measured from the face, side, or back of the manufactured home unit. If the manufactured home has an attached or add-on structure or other attached structure which is enclosed for more than fifty (50%) percent of its perimeter, the applicable distances shall be measured from the face, side, or back of the attached structure.
 - a. Twenty (20) feet between manufactured home units.
 - b. Ten (10) feet from an on-site parking space on an adjacent site.
 - c. Ten (10) feet from a detached accessory structure.

- d. Ten (10) feet from an attached accessory structure which is enclosed for fifty (50%) percent or less of its perimeter.
 - e. Fifty (50) feet from any principal building which is not a manufactured home such as the following:
 - i. Club houses.
 - ii. Maintenance and storage facilities.
 - f. Twenty-five (25) feet from the fence of a swimming pool.
 - g. One hundred (100) feet from a baseball or softball field.
 - h. Any part of a home or an accessory structure, such as steps, porches, supported or unsupported awnings, decks, carports or garages, or similar structures shall be set back the following minimum distances:
 - i. Seven (7) feet from the edge of an internal road.
 - ii. Seven (7) feet from a parking bay.
 - iii. Seven (7) feet from a common pedestrian walkway.
4. Notwithstanding the requirements of Section 26.05E(3) preceding, two (2) or more manufactured home units may be attached along common walls if these walls contain no windows, doors or other openings; are constructed or safeguarded to provide at least one (1) hour fire protection when attached to other dwelling units; and are constructed to meet the minimum property standards for acoustic control for living unit sound transmission limitations for multi-family housing, US Department of Housing and Urban Development.
5. Notwithstanding the requirement of Section 26.05E(3) preceding, carports, recreation shelters, storage buildings, and similar accessory structures on adjacent sites may be attached across site lines, provided they do not impede desirable views, including visibility at intersections of streets or of driveways with streets, or increase fire hazards.
6. Requirements for principal non-residential buildings:

- a. Front yard - A minimum setback of thirty (30) feet.
 - b. Side yard - For interior side yards, the minimum setback shall be ten (10) feet. The side yard on a corner lot, facing a street, shall have a minimum setback of thirty (30) feet.
 - c. Rear Yard - The minimum rear yard shall be twenty (20) feet.
7. A carport shall be in compliance with both of the following setbacks if it is completely open, at a minimum, on the two (2) long sides and the entrance side:
- a. Support pillars that are installed adjacent to the edge of an internal road shall be set back at least four (4) feet from the edge of the internal road and two (2) feet or more from the closest edge of a common sidewalk.
 - b. Roof overhangs shall be set back two (2) feet from the edge of an internal road.
8. Steps and their attachments shall not encroach more than three and one-half (3.5) feet into parking areas.

F. Maximum Height of Structures.

1. Principal structures - The maximum permitted height shall be thirty-five (35) feet.
2. Accessory Structures - The maximum permitted height shall be fifteen (15) feet, except that storage buildings on individual manufactured home sites shall not exceed eight (8) feet in height.

G. Parking Requirements.

1. A minimum of two (2) hard-surfaced parking spaces shall be provided for each manufactured home site. Parking may be on-site or off-site.
2. If the two (2) resident vehicle parking spaces required by this section are provided off-site, then the parking spaces shall be adjacent to the home site, and each parking space shall be a parking width of ten (10) feet and a length of twenty (20) feet.

3. If vehicle parking is provided on-site, it shall comply with both of the following provisions:
 - a. The parking spaces shall be constructed of concrete, ~~or~~ or bituminous asphalt, ~~or, where permitted by local regulations,~~ and supported by a suitable subgrade compliant with the Standards of AASHTO (American Association of State Highway and Transportation Officials).
 - b. The parking spaces may be either in tandem or side-by-side. If spaces are in tandem, then the width shall not be less than ten (10) feet, and the combined length shall not be less than forty (40) feet. If spaces are side-by-side, then the combined width of the two (2) parking spaces shall not be less than twenty (20) feet and the length shall not be less than twenty (20) feet.
4. A minimum of one (1) parking space for every three (3) home sites shall be provided for visitor parking. Visitor parking shall be located within five hundred (500) feet of the home sites the parking is intended to serve, as measured along a road or sidewalk. Visitor parking spaces shall be a width of ten (10) feet and a length of twenty (20) feet.

H. Streets.

1. A manufactured housing community shall have direct vehicular access to at least one (1) paved public road. An additional access shall be provided to a public thoroughfare to allow a secondary access for emergency vehicles. A boulevard entrance extending to the first intersection of a community road shall satisfy this requirement.
2. Each manufactured home site shall have vehicular access only by streets within the manufactured housing community. No manufactured home site within the community shall have direct vehicular access to a street which borders the manufactured housing community.
3. All internal roads shall be two-way and have driving surfaces that are not less than the following widths:
 - a. Two-way, no parking 21 feet
 - b. Two-way, one-side parallel parking 31 feet

- c. Two-way, two-sides parallel parking 41 feet
- 4. All internal roads shall be constructed of concrete or bituminous asphalt and supported by a suitable subgrade in compliance with AASHTO standards. Roads shall be maintained in a reasonably sound condition as required by [the Manufactured Housing General](#) Rules R125.1924 and 1925(2)(b).
- 5. An internal road that has no exit at one (1) end (dead end) shall terminate with a minimum turning radius of fifty (50) feet. Parking shall not be permitted within the turning area.
- 6. A safe-site distance of two hundred fifty (250) feet shall be provided at all intersections. Offsets at intersections or intersections with more than two (2) internal roads are prohibited.
- 7. All entrances to new communities or new entrances to expanded communities shall be a minimum of thirty-three (33) feet in width. The entrance shall consist of an ingress lane and a left and right egress turning lane at the point of intersection between a public road and the community's internal road, and shall be constructed as indicated below in subsections a. through c.:
 - a. All turning lanes shall be a minimum of eleven (11) feet in width and sixty (60) feet in depth, measured from the edge of pavement of the public road into the community.
 - b. The turning lane system shall be tapered into the community internal road system commencing at a minimum depth of sixty (60) feet.
 - c. The ingress and right egress turning lanes of the community entrance road shall connect to the public road and shall have a radius determined by Washtenaw County Road Commission. The intersection of the public road and entrance road shall not have squared corners.
- 8. Appropriate speed and traffic control signs shall be provided on all internal roads and a regulation stop sign shall be installed at the point of intersection with a public road, unless a traffic control device is provided.

9. School bus stops, if provided, shall be located in an area that is approved by the school district.
 10. Improved hard-surface driveways shall be provided on the site where necessary for convenient access to service entrances of buildings, and at delivery and collection points for fuel, refuse, and other materials, and elsewhere as needed. The minimum width of driveways shall be ten (10) feet. The entrance to the driveway shall have the flare or radii and horizontal alignment for safe and convenient ingress and egress.
- I. Sidewalks - Common sidewalks shall be installed along one (1) side of all internal collector roads within the community to the public right-of-way and to all service facilities including central laundry, central parking, and recreation areas. Common sidewalks shall be constructed in compliance with all of the following requirements:
1. Sidewalks shall have a minimum width of three (3) feet and shall be constructed in compliance ADA standards.
 2. All sidewalks shall meet the standards established in [the Manufactured Housing General Rules](#) R125.1928.
 3. An individual site sidewalk with a minimum width of three (3) feet shall be constructed to connect to at least one (1) entrance to the home, patio, or deck and the parking spaces serving the home or a common sidewalk.
- J. Open Space and Recreational Facilities.
1. A manufactured housing community that contains fifty (50) or more sites shall not have less than two percent (2%) of the community's gross acreage dedicated to designated open space, but in no case less than 25,000 square feet. It is recommended that pocket parks or tot lots be considered as part of the community's open space and recreational facilities.
 2. Required boundary setbacks may not be used in the calculation of open space area.
 3. Optional improvements shall comply with state codes and applicable laws and ordinance pertinent to construction, including obtaining appropriate state or local permits for the facility or structure being built.

- K. Screening, Fencing, and Landscaping. If equal or greater standards are imposed on other residential developments, manufactured housing communities shall be landscaped as follows:
1. If a manufactured housing community abuts an existing residential development, the community shall be required to provide screening along the boundary abutting the residential development.
 2. If the manufactured housing community abuts a non-residential development, screening is not required.
 3. In all cases, a manufactured housing community shall provide screening along the boundary abutting a public right-of-way.
 4. Screening will consist of evergreen trees or shrubs at least three (3) feet in height at time of planting which are spaced so that they provide a continuous screen at maturity. Alternative screening devices may be utilized if they buffer the manufactured housing community as effectively as the required landscaping described above.
 5. Exposed ground surfaces in all parts of the community shall be paved or covered with ornamental stone or protected with grass, trees, or shrubs that are capable of preventing soil erosion. The ground surface and all parts of the community shall be graded and equipped to drain all surface water in a safe and efficient manner.
- L. Sanitary Sewer Service - Each manufactured home unit and each non-residential building which has plumbing facilities within a manufactured housing community shall be connected to sanitary sewer lines which connect to a Northfield Township sanitary sewer line.
- M. Outdoor Storage - Common storage areas are permitted for the storage of, including but not limited to, class A, B, and C motor homes, fifth wheel travel trailers, travel trailers, folding tent campers, trailered boats, trailered all-terrain vehicles, trailered personal watercraft, historic vehicles, and seasonal equipment. The storage areas shall be adequately locked, fenced, and permanently screened, using the same standards of screening provided at the property's perimeter, and surfaced in accordance with the State of Michigan Mobile Home Commission Act (Act 96 of 1987), as amended. The storage area shall be limited to use only by residents and management of the manufactured housing community.

- N. Accessory Buildings - Each individual home site is allowed one (1) storage shed for the storage of personal property, if permitted by management. Storage sheds shall be constructed with durable weather and rust-resistant materials and shall be maintained to reasonably preserve their original appearance. Accessory buildings must be located at least ten (10) feet from all adjacent homes.
- O. Site constructed Buildings - All buildings constructed on site within a manufactured housing community shall be constructed in compliance with the Michigan State Construction Code. Any addition to a mobile home unit which is not certified as meeting the standards of the US Department of Housing and Urban Development for mobile homes shall comply with the Michigan State Construction Code.
- P. Lighting - All internal street and sidewalk systems within a manufactured housing community shall be illuminated as follows:
1. Access points shall be lighted. If the public thoroughfare is lighted, the illumination level shall not be more than the average illumination level of the adjacent illuminated thoroughfare.
 2. At all internal road intersections and designated pedestrian crosswalks, the minimum illumination shall not be less than 0.15 foot-candles.
 3. Internal roads, parking bays, and sidewalks shall be illuminated at not less than 0.05 foot-candles.
 4. Lighting fixtures for site-built buildings and structures shall comply with the state electrical code.
- Q. Placement of a Manufactured Home Unit.
1. It shall be unlawful to park a manufactured home unit so that any part of such unit will obstruct any road or sidewalk within a manufactured housing community.
 2. A building permit shall be issued by the Township Building Inspector before a manufactured home may be placed on a site in a manufactured housing community.
- R. Certificates Required - A final certificate of zoning compliance and a certificate of occupancy shall be issued as provided in Article 67.0, herein, and shall be in

effect before a manufactured home unit may be occupied in a manufactured housing community.

- S. Plan Review - Preliminary plans of a new manufactured housing community, expansion of a manufactured housing community, or construction of any building within the community not previously approved shall be submitted to the municipality for review and prepared in accordance with the preliminary plan provisions contained herein. The plans shall include the location, layout, general design and description of the project. The preliminary plan shall not include detailed construction, plot, or site plan review plans.
1. Application - All manufactured housing community plans submitted to the Planning Commission for review under this section shall contain the following typical information:
 - a. The date, north arrow direction and project scale. The scale shall not be less than one inch equals fifty feet (1" = 50') for property under three (3) acres, and at least one inch equals one hundred feet (1"=100") for proposed three (3) acres or more.
 - b. All site and/or property lines are to be shown in scale dimension.
 - c. The location and height of all existing and proposed structures on and within the subject property and existing within one hundred (100) feet of the subject property.
 - d. The location and dimensions of all existing and proposed internal drives, sidewalks, curb openings, signs, exterior lighting, parking areas (showing dimensions of a typical parking space), unloading areas, community buildings, open space, and recreation areas.
 - e. The location, type of pavement, and right-of-way width of all abutting roads, streets, or alleys.
 - f. The name and address of the professional civil engineering, registered landscape architect, or architectural firms responsible for the preparation of the plan.
 - g. The name of the development and property owner and developer.
 - h. The location of all community garbage/rubbish receptacles and landscaping, as well as the location, height, and type of fences and walls.

- i. Location of all fire hydrants, if applicable.
 - j. The number of manufactured housing sites proposed.
 - k. The submittal shall contain a narrative of the arrangements to be made for water supply and sewage disposal service, including approximate capacity, source of water supply, discharge points for sewage disposal, and description of stormwater management facilities.
 - l. Existing utility and other easements.
 - m. Existing wetlands.
 - n. Proposed entrance sign locations.
 - o. Demonstration that all required setbacks and separation distances will be met provided, however, that detailed construction plans shall not be required to be submitted to Northfield Township.
2. Planning Commission Action.
- a. The Planning Commission shall review the plan for compliance with the design standards for manufactured housing communities contained ~~in~~ herein, and the regulations of the Manufactured Housing Commission. If it is determined that the manufactured housing community complies with the regulations established in this section, it shall be approved.
 - b. The plan shall be approved, approved with conditions, or denied within sixty (60) days of receipt by the municipality unless the applicant consents to a longer period of review.
- T. Manufactured Home Standards - A person shall not construct a manufactured housing community without first obtaining a Construction Permit from the Bureau of Construction Codes. Each manufactured housing community shall be built and maintained to the construction standards under which it was licensed under, as detailed in State of Michigan Mobile Home Commission Act (Act 96 of 1987), as amended.

NORTHFIELD TOWNSHIP PLANNING COMMISSION Minutes of Regular Meeting January 21, 2015

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
Kenneth Dignan	Present
Sam Iaquinto	Present
Larry Roman	Present
Mark Stanalajczo	Present

Also present:

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

4. APPROVAL OF AGENDA

- **Motion:** Iaquinto moved, Dignan supported, that the agenda be adopted as presented.

Stanalajczo asked that a discussion of electronic submission and distribution of documentation be added as a discussion item.

- **Amended motion:** Iaquinto moved, Dignan supported, that the agenda be adopted as amended. **Motion carried 7—0 on a voice vote.**

5. FIRST CALL TO THE PUBLIC

Master Plan. Sandy Klump, 9474 Lake Pointe Drive, said the Township has been stagnating since a small group of residents who are not invested in, do not shop in, and largely do not send their children to school in the community have opposed development. She said new opportunities are being presented for growth and she asked the Planning Commission to have the courage to reopen the Master Plan for review.

David Gordon, 5558 Hellner Road, said a number of people currently serving on the Planning Commission approved the current Master Plan which includes preservation of open space and farmland. He said some people believe the Whitmore Lake and North Territorial frontages can be developed while still preserving farmland, but that is where the Township's largest farms are located.

He said believes that rather than being a small group of people who are not invested in the community, he believes Northfield Neighbors represents the majority of the community, and he has lived in the community for 35 years. He said development experienced a downturn throughout the entire country in the last several years.

Terry Webb, 285 Waterlily, Eagle Gardens, said he moved here in 1996. He said the Planning Commission made Adler Development do a good job, and it is up to the Commission to do that with the next development in the community. He said a large development is going into Salem Township because it is close to the freeway and that is where development should go. He said Salem made that developer pay for the infrastructure, and that is the way it should be.

Sandra Curry, said she opened her shop at 9541 Main Street—Massage by Sandy—about two years ago and it is thriving. She said about 25% of her business comes from Whitmore Lake, growth is needed, she would like to see Whitmore Lake become a nice community town, and parking and downtown lighting is needed. She said other larger businesses are needed to support the community.

Craig Warburton, 450 West Joy Road, said it is not fair that he has property border that he could end up sharing with 20 new neighbors. He said the Commission is supposed to be an apolitical organization that works to protect his property values.

6. CORRESPONDENCE

Master Plan. Chockley read a letter she received today from Susan Shink and Thomas Hatch, 600 West Joy Road, asking that the five acre minimum lot size be protected in the areas zoned for it, and they would support 10 acre minimums in the area they live in. They said they support development where the zoning is proper for it, and said David Gordon accurately represents their views.

7. REPORTS

7A. Board of Trustees

Chick reported that at the meeting of January 13th:

- The Board accepted the resignation of Kathleen Manley, and Christine Yaeger, who works with Hartland Assessing department will be assisting with assessing while Manley's position is filled.
- The Civic Event Application for the Pond Hockey Classic was approved.
- Scott Chisolm and Amy Steffens were appointed to the Zoning Board of Appeals.
- Three zoning ordinance amendments recommended by the Commission were approved.

- As asked by the Commission she asked Board members to consider their vision for development in the community, and their comments will be discussed at the Board workshop on January 27th.

7B. Zoning Board of Appeals. Dignan reported that the ZBA met yesterday and continued review of its by-laws, and they are working on a recommendation for revised fees for ZBA applications.

7C. Staff Report
Nothing to report.

7D. Planning Consultant
Lewan reported he had several meetings about various development projects, including a meeting with the Road Commission regarding the contributions they will require from Nowatzke for his development, and a meeting regarding the submittal of detailed engineering plans for the Regal Recycling site.

8. PUBLIC HEARINGS

8A. Elimination of the RO—Residential Office—Zoning District. The text of the RO—Residential Office—zoning district is being eliminated. All properties currently zoned RO will be rezoned to the ES—Enterprise Services—zoning designation.

Lewan referred to the map showing this proposed elimination of the RO district by combining it with the ES district. He said he is recommending that the public hearing on this be postponed until the rezoning of some of the properties, specifically on the east side of Main Street. He said there are some well-established homes in that area that probably should not have been zoned RO and should now be zoned SR1.

Iaquinto said if there is not going to be a public hearing on the matter this discussion should not be taking place in this part of the agenda. Chockley said it is appropriate to hear this explanation at this point.

Lewan noted that if this is postponed to a date certain the public hearing will not have to be noticed again. Stanalajczo asked why this mapping issue was not brought up the last time the Commission reviewed it, and he questioned whether re-noticing is required because the notice did not refer to the mapping. Lewan said re-noticing may be required, but to be safe a postponement to a date certain would be in order.

Cousino asked what the process is for notifying property owners of the potential change in zoning. Lewan said the owners of the four properties that would be rezoned to SR1 must be notified individually.

Lewan agreed that postponing this to February 18, 2015 would be appropriate.

8B. Amendments to the Manufactured Housing Community District. The text of the current Mobile Home Park District (to be renamed the Manufactured Housing Community District) is proposed to include updated language, revisions to

the permitted, accessory and conditional uses, and site development regulations and standards based upon the State of Michigan's Model Manufactured Housing Ordinance.

Lewan recalled that the Commission previously reviewed this, the proposed changes have been based on the State of Michigan's Model Ordinance, and the State's Commission has reviewed and approved the Township's proposed changes with minor changes.

- ▶ **Motion:** Cousino moved, Roman supported, that public hearing be opened.
Motion carried 7—0 on a roll call vote.

Chockley called for comments. There were none.

- ▶ **Motion:** Iaquinto moved, Chick supported, that public hearing be closed.
Motion carried 7—0 on a roll call vote.

- ▶ **Motion:** Iaquinto moved, Dignan supported, that amendments to the Manufactured Housing Community District be recommended for approval to the Northfield Township Board.

Chockley called for discussion. In answer to a question from Stanalajczo, Lewan confirmed that the draft included in Commission packets is the current one. Chockley pointed out two typographical errors, and said the wording in Section 26.05.G.3 should be changed. Fink said it should read, "The parking spaces shall be constructed of concrete, bituminous asphalt, and supported by a suitable subgrade compliant with the Standards of AASHTO (American Association of State Highway and Transportation Officials)." It was agreed to make those changes.

Chockley also said in Section 26.05.H.4 and 26.05.I.2 the reference for the rules cited should be included.

Chockley said the ordinance refers to preliminary site plans required by the State, but noted that Northfield Township no longer requires those. Lewan said the Township has a limited role in reviewing plans, so that requirement of the State would still have to be met.

Dignan asked how these revisions would affect an existing manufactured home community that is greatly underdeveloped. He said the manufactured home community in the Township has 100 unused lots and he questioned whether new homes there would have to follow the new setbacks. Lewan said if the community was built without litigation or a consent agreement then the new provisions would apply.

Fink questioned whether the requirement for lots to be 5,500 sq. ft. should be stated as a minimum, rather than as an absolute. Lewan said he will research the origin of that language and prepare a revision for further review.

Iaquinto withdrew his motion.

9. OLD BUSINESS

9A. Elimination of the RO—Residential Office—Zoning District.

See discussion under Item 8A.

9B. Amendments to the Manufactured Housing Community District.

See discussion under Item 8B.

10. NEW BUSINESS

None.

11. MINUTES

January 7, 2015, Regular Meeting

- **Motion:** Dignan moved, Stanalajczo supported, that the minutes of the January 7, 2015, regular meeting be approved as presented, and to dispense with the reading.
Motion carried 7—0 on a voice vote.

12. POLICY REVIEW & DISCUSSION

A. Review of Current Zoning and Future Land Use Maps of Neighboring Jurisdictions at the Northfield Township Boundary.

Lewan recalled that Commissioners brought up the question of whether Northfield Township's agricultural zoning (one unit per five acres) is compatible with the designations of adjacent Townships. He referred to the map he had prepared showing that land to the north, east, and west is designated generally as one unit per two acres, and in Ann Arbor Township on the south the density is generally one unit per 10 acres. He noted that the terms "low," and "medium" density residential in other townships are essentially the same as those designations in NT, but NT's "high-density" designation is higher than that of other Townships.

In answer to a question from Iaquinto, Lewan noted that there is an area of Ann Arbor Township designated as one unit per acre. Chockley said she has been thinking a lot about this and noting that areas designated for two acre parcels are not building up. She questioned whether the land in these areas is simply not suitable for dense residential development. She said extensive testing on her 54 acre home site found only two suitable septic sites. Chick said that is not true for every agricultural area.

Chockley said even with 2 acre zoning the agricultural uses do not seem to be going away. Dignan noted that the map provided by Lewan shows the future land use designations of the neighboring townships, not the current use. He said it is mind-boggling how different the current uses and future land use designations are in some areas of Northfield Township.

Iaquinto said it would be interesting to see where actual development is in some of these areas. Cousino said there are some developments along Territorial and Webster Church in Webster Township, but densities in those areas are still governed by soils and land features. He said the value of land that percs is significantly affected by the density allowed.

Stanalajczo said Ann Arbor Township's growth has all occurred along US-23 and that makes perfect sense. He said that map could be a mirror image of Northfield Township. Chockley said development along paved roads and arterials allow people to access services more easily. She said she is interested in what the Board of Trustees will have to say about this subject.

Stanalajczo asked if a colored map of the US-23 corridor showing densities in Green Oak, Northfield, and Ann Arbor Townships could be provided. He said that would show where all of those communities are planning their growth and development. Cousino said Ann Arbor Township's zoning of one unit per acre is the least dense along the Northfield Township border, but much of their township has been annexed by the City of Ann Arbor. Chockley said preserving farms and open space is a philosophy of their Board that is supported by their population. She said they also have the Domino Farms development. Cousino said Ann Arbor Township also has large commercial developments which support their budget.

Regarding the master planning process in general, Lewan said a Master Plan is fluid document, and while there is a State requirement that it be reviewed at least every five years, it can be reviewed and changed more frequently than that if the community desires, and it is perfectly appropriate to do so if there is a change that has occurred that would warrant it. Chockley said that is a very involved process, however.

Chockley said goal setting will be on the Commission's next agenda, and the Capital Improvement Plan will be on a March agenda. She said she will start a list with any ideas Commissioners email to her.

Chick said she has been to the Biltmore site many times and tried to imagine what a 400 home development would look like, but she has no experience with reviewing a proposal of that size. She asked if plans for old developments could be provided to Commissioners to give them an idea of what that would look like. Iaquinto said he would be in favor of that in general, but not specifically in the Biltmore area. Chockley said that would be a good workshop subject. Lewan said reviewing a proposal of that size using all of the methods currently available to developers in the Township could be a good exercise, and providing one free workshop is part of his agreement with the Township. Stanalajczo said Eagle Gardens was the last large development in the Township, and he suggested looking at those plans and seeing how that land could be developed under current options and ordinances.

Stanalajczo said a friend has a house in a well-done subdivision at Six Mile and Beck in Northville, and while that exact type of development may not fit here, it can be useful to look at developments elsewhere.

12B. Electronic Document Submission.

Stanalajczo suggested requiring future applications from developers to be submitted both on paper and electronically to save reproduction costs. Chockley referred to her email asking what Commissioners' capabilities are for receiving, reviewing, and/or printing packets if they are sent electronically. She noted that applicants often submit documents electronically. Lewan said applicants are already required to submit both hard copies and pdfs. Cousino noted that all of that information is generated electronically to begin with, and he noted that plans which can be hard to read when reduced for printing could be zoomed in on to see detail in electronic format.

Fink said the Township can send Commissioners links to documents on the website, but he is reluctant to get into considering purchasing tablets because of the expense and the need for additional technology expenditures, including provision of internet connection.

Master Plan. David Gordon, 5558 Hellner, said it is it is upsetting as a rural resident for many decades to hear the Commission discuss only growth, with preserving open space and farms never being discussed. He said there is a predisposition to finding a place to put subdivisions because that is seen as good for the Township. He said, however, 150 communities have done studies and found that residential development does not help communities economically, and residents of the area where Biltmore would like to build would send their children to schools in Ann Arbor. He asked why Commissioners think the community's views on preserving open have changed in the 10 years since the residents were last surveyed. He said if more is spent on services for a subdivision than is brought in through taxes that is not a benefit.

14. COMMENTS FROM THE COMMISSIONERS

Stanalajczo asked everyone to remember all men and women in uniform.

Master Plan/Development. Chick said most of the Northfield Township community is open space and farmland and she is looking for a balance. She said a poll in 2010 through a survey sent out with utility bills resulted in 368 responses, and both residential development and preservation of open space were highly valued and they are not mutually exclusive.

Iaquinto said there is a tremendous amount of open space in the Township. He said two-thirds of the Township is encompassed in the area from Nollar Road east to the Township border, and it would be appropriate to keep that rural while allowing higher density development in the other third. He asked Fink to provide an analysis of whether the proposed Biltmore development would bring in more in taxes than would be spent providing services.

Chockley said she thinks a lot about the appropriate consumption of land and options for preserving open space while allowing development. She said she farms her land and understands the concerns of those who use their land for agricultural and want to preserve open space, but she also understands the need for commercial development.

Public Input. Iaquinto said the Commission should consider whether letters should be read at meetings. Chockley said she did not see a problem at this meeting with reading the one letter submitted given the light agenda.

15. ANNOUNCEMENT OF NEXT MEETING

February 4, 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, Cousino supported, that the meeting be adjourned.
Chockley adjourned the meeting.

The meeting was adjourned at 8:55 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/>

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