

**NORTHFIELD TOWNSHIP PLANNING COMMISSION
NOTICE OF REGULAR MEETING**

**October 21, 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. Biltmore Land, LLC - Discussion/Proposed Motion**
- 10. NEW BUSINESS**
- 11. MINUTES: October 7, 2015 Meeting**
- 12. POLICY REVIEW AND DISCUSSION**
 - A. Citizen survey: Progress update from PC chair regarding talks with community stakeholder groups about preferred survey questions and pertinent data to be collected.**
 - B. RTM zoning designation: Memo from Planner considering removal of the 25% floor-area limitation on manufacturing as an accessory use in this zoning classification; related discussion.**
 - C. Residential development investigation: Discussion of specific points to be investigated in preparation for a November discussion about changing lot area standards in areas currently zoned Agricultural.**
 - D. Scheduling: Commissioner proposals for, and consideration of, items to be placed on the next several agendas.**
- 13. CALL TO THE PUBLIC**
- 14. COMMENTS FROM THE COMMISSIONERS**
- 15. ANNOUNCEMENT: Next Regular Meeting – November 4, 2015**
- 16. ADJOURNMENT**

From: Marlene Chockley [chockley@twp.northfield.mi.us]
Sent: Thursday, October 15, 2015 3:23 PM
To: Mary Bird
Cc: Ken Dignan; Leah DuMouchel
Subject: FW: Agenda Item & Proposed Motion for Board Packet
Attachments: 2015-10-21 0 Agenda REVISED DRAFT.pdf

Dear Ms. Bird,

Please add this communication from Ken Dignan to our packet along with this revised agenda. You will need to notify the commission members that these materials are available.

Thank you.

Marlene Chockley
Chair, Northfield Township Planning Commission
734 730-0795

From: kjdignan@gmail.com [kjdignan@gmail.com] on behalf of Kenneth Dignan [dignank@twp.northfield.mi.us]
Sent: Thursday, October 15, 2015 3:14 PM
To: Marlene Chockley; Marlene Chockley
Subject: Agenda Item & Proposed Motion for Board Packet

Mrs. Chockley,

I kindly request that an item be added to our Agenda for the October 21, 2015 Planning Commission Meeting. Proposed Item: Biltmore Land, LLC - Discussion/Proposed Motion

I have drafted a motion that I would like to present and discuss at that meeting. Please include this message in the packet as a supporting document.

Proposed Motion:

Motion advising Biltmore Land, LLC. that the Northfield Township Planning Commission would welcome a formal proposal for development that utilizes the many tools within our zoning ordinances available for the Agriculture (AR) zoned properties previously identified. These tools include, but not limited to, clustered development, open space preservation and density bonuses. The proposal shall recognize the desire for growth that is envisioned in the Northfield Township Master Plan and is in compliance with current zoning.

Respectfully submitted,

Ken Dignan

[\(734\) 546-7803](tel:(734)546-7803)

dignank@twp.northfield.mi.us

project memorandum

Date: October 14, 2015
From: Leah DuMouchel
To: **Northfield Township Planning Commission**
8350 Main Street
Whitmore Lake, MI 48189

Project: RTM Zoning Review

Remarks:

Article XXII of the Northfield Township Zoning Ordinance, the Research / Technology / Manufacturing District, was reviewed to assess

- the possible consequences of removing the limitation of manufacturing as an accessory use to 25% of the total floor area of a site, and
- the appropriateness of the level of restriction encoded in the district's performance standards.

Restrictions on Manufacturing as an Accessory Use

The objective of the 25% limitation on manufacturing appears to be to encourage the co-location of research and technology uses in proximity to one another, adopting the assumption that this proximity yields increased productivity as stated in 36-635(1). By placing limits on the area devoted to manufacturing, a greater concentration of research and technology will be present in the full build-out. The limitation does not appear to be intended to serve as a control on the type or intensity of the manufacturing use, as those issues are addressed in the permitted uses and performance standards.

Simple removal of the 25% limitation would not be likely to negatively affect the district a parcel-by-parcel basis. Manufacturing is a permitted accessory use, and removal of the limitation would result in treating this accessory use similarly with others noted in the same section: office, commercial, retail, recreational, residential, warehousing and communications. There is an argument to be made that, given the title of the ordinance and the repeated statements of support for manufacturing found within the ordinance's Purpose, restrictions on manufacturing should be LESS onerous than on other types of uses.

However, if the primary objective of the district is co-location of research and technology uses as stated, then the value of the classification appears to be best realized on a district-wide basis. Increasing the land area devoted to manufacturing,

project memorandum

which is allowable in other districts and physically separates the research and technology uses of this district, runs counter to the objective. It is noted that the RTM district is geographically larger than either the LI or GI districts, and that much of it is undeveloped. Therefore, **it is appropriate to consider whether the district regulations should remain in place but apply to a smaller area, thus freeing up a larger area for less tightly-controlled industrial uses.**

Performance Standards

The purpose of the performance standards in the district is the prevention of “dangerous, injurious, noxious, or otherwise objectionable conditions” from adversely affecting other uses within the district or in the surrounding area. By contrast, the Light Industrial and General Industrial districts acknowledge and accommodate these “objectionable conditions” and address them through the use of buffering with transition strips.

For industrial uses which abut other uses, the performance standards in the RTM district remove the necessity of providing a transition strip. Therefore, they offer an opportunity to co-locate non-intensive industrial uses with complementary uses, such as the General Commercial and Planned Shopping Center districts within the North Territorial Overlay district. However, the level of restriction necessary to achieve this co-location prohibits many of the activities customarily conducted by industrial uses and may therefore serve as a deterrent to development of this sector.

Here again, the removal of these restrictions run counter to the intent of the ordinance to encourage development that is “generally devoid of nuisance factors commonly found in standard industrial districts.” **If greater accommodation of the industrial sector within the Township is desired, a more appropriate method may be the rezoning of land into existing, less-restrictive districts.** The RTM district could then serve as the transition between industrial and non-industrial uses.

ARTICLE XXII. - RTM—RESEARCH/TECHNOLOGY/MANUFACTURING DISTRICT

Sec. 36-635. - Purpose.

This district is intended to achieve the following objectives:

- (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, thereby eliminating the need to provide for their location on scattered sites in the general vicinity of the district.
- (4) To permit an RTM district to develop in stages and in a planned, coordinated manner, according to an overall development plan.
- (5) To provide facilities and services necessary for the health, safety, welfare and convenience of employees, customers, and visitors in an RTM district.
- (6) To encourage provision of open space within an RTM district, and to preserve natural features by incorporating them into the plan for the district.
- (7) To protect existing and planned uses in the vicinity of a proposed RTM center from spillover effects which might be created by uses in the district.
- (8) To help diversify the local economy, reduce unemployment, and expand the non-residential tax base of the township.
- (9) To prevent uses in the RTM district from creating any dangerous, injurious, noxious, or otherwise objectionable condition which might result from fire, explosion, or radioactivity; noise or vibration; water or soil pollution; smoke, dust, odor or other forms of air pollution; electrical or other disturbances, glare or heat; storage or disposal of liquid or solid materials or wastes; conditions conducive to the breeding of rodents or insects; or from any other substance, condition, or elements in a manner or amount as to adversely affect other uses in the RTM district or in the surrounding area.

(Ord. of 7-22-2013, § 51.01; Ord. of 9-9-2014, § 51.01)

Sec. 36-636. - Location of an RTM district.

An RTM district shall be located in areas of the township designated in the township's adopted general development plan as suitable and desirable for research/technology/ manufacturing uses. A petition for an RTM district in all other locations shall either follow or proceed simultaneously with, an amendment to the adopted general development plan.

(Ord. of 7-22-2013, § 51.02; Ord. of 9-9-2014, § 51.02)

Sec. 36-637. - Permitted uses.

Uses in an RTM district shall be limited to those included in the listing of uses. No other uses shall be permitted unless the applicable plans are revised or amended in accordance with this chapter. The uses to be permitted shall be selected from the following listed uses, or shall be similar to such uses.

- (1) Permitted principal uses.

- a. Agricultural uses, as temporary uses prior to development of a parcel in the RTM district.
- b. Industrial research, development, and testing laboratories.
- c. Scientific research, development, and testing laboratories.
- d. Business research, development, and testing laboratories.
- e. Automated production equipment, such as robots.
- f. Pharmaceutical drugs.
- g. Office, computing, and accounting machinery.
- h. Electric lamps; current-carrying and non-current-carrying wiring devices; radio and television receiving equipment; electronic components and accessories.
- i. Space vehicles and parts.
- j. Measuring, analyzing, and controlling instruments; photographic (except chemicals and sensitized materials); medical and optical goods; watches and clocks.
- k. Printing, publishing and allied industries.
- l. Production and processing of genetic materials.
- m. Electricity transmission and distribution lines, gas and oil pipelines, and related structures; electricity switching and step-down stations.
- n. Administrative, professional, and business offices.

(2) Permitted accessory uses.

- a. Uses such as fire, police, and ambulance stations; technical and business schools; recreation facilities, both indoor and outdoor post office.
- b. Prototype or pilot processing, manufacturing, and/or assemble, if strictly incidental and subordinate to an activity permitted and located in the RTM district, and if such use does not occupy more than 25 percent of the total floor area of the permitted principal use.
- c. Commercial, office, and service uses which are located, designed, and intended to support and complement permitted principal uses which are located in an RTM district, such as the following: banks and other financial institutions; restaurants; transient lodging facilities; day care facilities; barber and beauty shops; pharmacies; sales of newspaper magazines, and books; office supply sales; medical and dental offices; theaters, auditoriums and meeting facilities; dry cleaning (pick-up and delivery only); product display facilities; power plants; water treatment plants; automobile service stations and car washing facilities; gift and flower sales; data processing and computing centers; computer and office machine service and repair establishments; printing and copying services.

Such uses shall either be located in a building containing the permitted principal uses which will be served, or in service centers consisting of one or more buildings, designed with common drives, parking and loading areas, and landscaping. Such service centers shall be located within the district as to clearly serve only the permitted principal uses within the district and not the surrounding area and communities.

- d. Outdoor recreation facilities.
- e. Living quarters for security and maintenance personnel.

- f. Warehousing, only for principal uses permitted and located in this district.
- g. Communication facilities only for principal uses permitted and located in this district.

(Ord. of 7-22-2013, § 51.03; Ord. of 9-9-2014, § 51.03)

Sec. 36-638. - 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.

- (1) Commercial communications apparatus, if located on existing commercial communications or electrical towers, or other existing appropriate structure, and subject to the provisions of section 36-720 herein, in addition to the requirements of article XXVII ("Conditional Uses") herein.
- (2) A church, synagogue, cathedral, mosque, temple or other building used for public worship, or a cemetery.

(Ord. of 7-22-2013, § 51.04; Ord. of 9-9-2014, § 51.04)

Sec. 36-639. - Regulations and standards.

The following regulations shall apply in all RTM - Research/Technology/Manufacturing Districts:

(1) *Density regulations.*

- a. Ground floor coverage (GFC) shall not exceed 25 percent.
- b. The floor area ratio (FAR) shall not exceed 40 percent.
- c. The total developed area (TDA - the sum of the ground floor area of all buildings, and the area in parking spaces, drives, and loading spaces) of a lot shall not exceed 50 percent of the area of the lot.

(2) *Density calculations.*

- a. GFC, FAR, and TDA calculations shall be based on land areas designated for the various uses. The designated land areas shall include acreage for private drives, parking and loading areas, open spaces around structures, landscaped areas and similar areas, but not acreage in existing or future public street rights-of-way or major private streets.
- b. Land areas used in calculating ground floor coverages and floor area ratios shall be delineated on the site plan so that the acreage and density computations can be confirmed.
- c. The surface area of lakes, streams, ponds (natural, man-made or storm water retention), marsh lands, or similar areas may be included in the acreage used for calculating ground floor coverage and floor area ratios if such areas are part of lands devoted to parks and open space uses.
- d. GFC and FAR calculations shall be based on land areas designated for the various uses: The designated land areas include acreage for private drives, parking and loading areas, open spaces around structures, landscaped areas and similar areas, but not acreage in existing or future public street right-of-way or major private streets.
- e. Land used to provide acreage to meet density regulations in a project within an RTM district shall not be used to compute density in another project within the district, unless the GFCs and FARs of the subject project and all previous projects are maintained at or less than the limits established in the preliminary site plan.

- (3) *Minimum lot area.* The minimum area for a parcel of land to be zoned RTM shall be 40 acres. The minimum area for individual lots within an RTM district shall be five acres. Any parcel of land, regardless of area, may be added to the initial land if contiguous thereto.

(4) *Required yards.*

- a. A yard at least 100 feet wide shall be provided along an existing or future public street right-of-way.
- b. A yard at least 50 feet wide shall be provided along that part of the perimeter of an RTM district which does not abut a public street, except where the adjacent property is designated by the Township's adopted General Development Plan for agricultural or residential uses, in which case the yard shall be a least 100 feet.
- c. The following minimum yards shall be provided for each lot which is not subject to the yard requirements of subsection (4)a. and (4)b., preceding:

| | |
|----------------|---------|
| Front | 50 feet |
| Side, interior | 10 feet |
| Side, corner | 50 feet |
| Rear | 35 feet |

Larger minimum yards may be required at the time of site plan approval, for a building exceeding three stories or 35 feet in height. The requirements shall be based on consideration of natural light, air circulation, and solar access.

- d. Minimum yard requirements shall apply to all buildings and structures, drives, and parking and loading areas. Drives may cross required yards. Drives and parking spaces shall not be less than ten feet from a property line where permitted in a side or rear yard. Loading areas shall not be permitted in any required yard.

All required yards shall be landscaped and adequately and permanently maintained. Yards that abut residentially used or zoned property shall meet the standards of section 36-706, transition strip.

- e. The preceding yard requirements, except those in subsection (4)a. and (4)b. herein, may be reduced as part of the approved site plan. The reduction shall be based on findings that topographic conditions, trees and other vegetation, proposed land grading and plant materials, or other existing or proposed site conditions perform the same function as the required yards.

(5) *Distances between buildings.*

- a. The location of buildings and uses, and distances between buildings as shown by dimensions, shall be shown on the site plan.
- b. Distances between buildings shall be sufficient to meet fire regulations, and to provide for natural light, air circulation and solar access.

- (6) *Height.* There shall be no height regulations in an RTM district, provided that any building which exceeds a height of three stories or 35 feet shall be approved as to a specific height by the township board upon recommendation of the planning commission. Approval shall be based on findings regarding natural light, air circulation, views, and solar access rights for neighboring buildings and properties, airport flight patterns; and fire protection and safety. The height of each building shall be on the site plan.

(7) *Parking and loading requirements.*

- a. Parking and loading facilities shall be provided in accordance with section 36-765 and article XXV, herein, except that the dimensions of individual parking spaces may be reduced to not less than nine feet wide by 18 feet long, if approved as part of approval of the site plan. The planning commission may establish a maximum number of parking spaces permitted on a lot as part of its approval of a site plan.
 - b. Notwithstanding requirements of article XXIII, herein, the number of parking spaces required for RTM uses shall be based on the rate of one space for each 300 square feet of floor area. Loading/unloading operations shall occur only on the site involved, and shall not be located in the front or corner side yard. Loading/unloading areas shall be screened from view from streets and adjacent lots.
- (8) *Outdoor storage.* Outdoor storage of vehicles, equipment, supplies, or products shall be prohibited. Trash and other waste materials shall be stored as provided in section 36-701(3), herein. Such areas shall be screened from view from a street or adjacent lots, and shall not be located in front or corner side yard.
- (9) *Outdoor operations.* Outdoor storage of vehicles, equipment, supplies, or products; outdoor processing, assembly, repair, or other operations; or outdoor display of goods, materials, products, equipment, or processes shall be prohibited. No display shall be permitted in a window or in any other location visible from a street or an adjacent lot except in a service center, as provided in section 36-637(2)c., herein. Trash and other waste materials shall be stored as provided in section 36-701(3), herein. Such areas shall be screened from view from a street or adjacent lots, and shall not be located in a front or corner side yard. Outdoor processing, assemble, repair, or other operations shall be prohibited.
- (10) *Landscaping.* Landscaping shall be provided in accordance with the approved site plan for each lot in an RTM district. All landscaping shall be in conformance with section 36-722, landscaping, of this chapter.
- (11) *Performance standards.*
- a. Atmosphere emissions, electromagnetic radiation and interference, and the handling and disposal of radioactive and chemical materials shall comply with all applicable state and federal laws and regulations.
 - b. No vibration shall be produced which is transmitted through the ground and is discernible without the aid of instruments at, or any point beyond, the lines of the subject lot.
 - c. Noise emanating from a building in this district shall not exceed 60 decibels as measured 25 feet from the exterior surface of the exterior walls of that building.
 - d. All activities, and all storage areas for materials, shall be provided with adequate safety and fire fighting devices, meet state codes regarding fire and explosion hazards, and requirements of [the] township fire marshal.
 - e. No direct or sky-reflected glare, except that resulting from floodlighting, so as to be visible at the lot line, shall be permitted. No emission or transmission of heat or heated air so as to be discernible at the lot line shall be permitted.
 - f. There shall be no discharge of any liquid or solid materials into any public or private sewage disposal system, into any stream or body of water, onto the surface of the ground, or into the ground, except in accordance with township, county, and state laws and regulations.
 - g. Odors from any use shall not be discernible at a lot line to a greater degree than odors from plants for the manufacture of electronic equipment.
- (12) *Fencing.* Security fencing shall not be permitted in any part of a yard forward of the rear wall of a building.

(Ord. of 7-22-2013, § 51.05; Ord. of 9-9-2014, § 51.05)

Secs. 36-640—36-666. - Reserved.

NORTHFIELD TOWNSHIP PLANNING COMMISSION

Minutes of Regular Meeting October 7, 2015

1. CALL TO ORDER

The meeting was called to order by Chair Marlene Chockley at 7:06 P.M. at 8350 Main Street.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL AND DETERMINATION OF QUORUM

Roll call:

| | |
|------------------|--------------------------------|
| Janet Chick | Present (arrived at 7:08 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
Mary Bird, Assessing & Building Assistant
Planning Consultant Leah DuMouchel,
Beckett & Raeder
Recording Secretary Lisa Lemble
Members of the Community

4. APPROVAL OF AGENDA

Dignan asked that discussion of the presentation by DuMouchel about community surveys at the September 16th meeting be added to the agenda.

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

5. FIRST CALL TO THE PUBLIC

Preservation/Community Surveys/Meeting Minutes.
Craig Warburton, 450 W. Joy Road, read a statement he had prepared regarding the presentation made by DuMouchel at the September 16th meeting, the form of meeting minutes, and development in the Township. David Gordon, 5558 Hellner Road, made comments on the results of the 2010 community survey. David Perry, 9411 Earhart Road, commented on the proposed community survey, master planning, and farmland preservation. Jim Mulcrone, 366 Glenmoor Drive, critiqued the fourth draft of the proposed community survey.

6. CORRESPONDENCE

By-Laws.

- **Motion:** Dignan moved, Chick supported, that attorney-client privilege regarding the memo from Paul Burns concerning by-laws be waived.
Motion carried 7—0 on a roll call vote.

The Commission discussed the township attorney's letter recommending that the Commission follow its by-laws.

Community Survey. The Commission discussed how to proceed with developing the community survey with Cobalt Research.

Master Planning for Resilient Waterfront Communities. Chockley called attention to this workshop being presented by the Michigan Association of Planners on November 4th.

7. REPORTS

7A. Board of Trustees

Chick summarized proceedings of the on the September 22nd Board meeting.

7B. ZBA

Dignan reported the ZBA granted a variance of 5' from the 30' side yard requirement for a pole barn on E. North Territorial at their September 21st meeting.

7C. Staff Report

Nothing to report.

7D. Planning Consultant

Nothing to report.

8. PUBLIC HEARINGS

None.

9. OLD BUSINESS

9A. Presentation: Huron River Watershed Council (HRWC) Green Infrastructure Workshop Results

Kris Olssen of the HRWC reported on her written review of the Township's Master Plan and zoning ordinance as they relate to the green infrastructure survey. She made recommendations for elements to include in both documents and noted that many other recommended elements are already included. There were brief discussions about whether using transfer of development rights in the township could be successful, ways to encourage downtown development, and how to develop and incorporate a green infrastructure plan. Chockley asked Commissioners to let her know which of the changes recommended they would like to prioritize for implementation.

10. NEW BUSINESS

10A. Planning Commission By-Laws

DuMouchel reviewed her research (with the Michigan State Extension Services, Michigan Municipal League, and other townships) regarding the procedure for

changing by-laws and what should be in them. She noted by-laws are not required, but are intended to indicate how the Commission agrees to operate while performing its functions.

The Commission discussed whether and how to revise the by-laws, the purpose they serve, compliance with State law, policy issues (conflicts of interest, removal of Commissioners, number of votes needed for various actions), whether to include references to State law, and whether the Commission is operating according to the current by-laws (including the duties of the Secretary). Fink said he can provide a memo regarding items he recommends be reviewed.

- ▶ **Motion:** Chockley moved, Dignan supported, that Fink be allowed to verbally review his recommendations regarding the by-laws.

Roman said he would prefer to review written proposals. Dignan agreed.

Chockley and Dignan withdrew the motion and support after a brief discussion.

- ▶ **Motion:** Dignan moved, Iaquinto supported, that DuMouchel work with staff on a line-by-line review of the by-laws, and that staff contributions be considered as well; and after that information has been gathered it be brought back to the Commission for review, discussion, and decision on the path to take to move forward.

Iaquinto said he would like to see comparisons to by-laws in other communities.

Motion carried 7—0 on a roll call vote.

11. MINUTES

September 16, 2015, Regular Meeting

Commissioners made three corrections and additions.

- ▶ **Motion:** Chockley moved, Dignan supported, that the minutes of the September 16 2015, regular meeting be approved as amended, and to dispense with the reading. **Motion carried 7—0 on a voice vote.**

12. POLICY REVIEW AND DISCUSSION

Community Survey Presentation by DuMouchel.

Commissioners said DuMouchel's September 16th

presentation should have been listed on the agenda, and written copies should have been made available to Commissioners and the public in advance as is usual practice to aid in understanding and participation. DuMouchel said her intent was to respond to concerns about the preparation of the draft community survey being done at the time.

13. SECOND CALL TO THE PUBLIC

Craig Warburton, David Perry, David Gordon, and Jim Nelson, 7777 Sutton Road, commented on the by-laws discussion, DuMouchel's presentation about community surveys, changing the Master Plan, the Huron River Watershed Council (HRWC) Green Infrastructure presentation, and materials available on a community website. Township Manager Howard Fink, 619 East Shore Drive, apologized to DuMouchel for interrupting her during her by-laws presentation and described the services he is able to provide to Commissioners.

14. COMMENTS FROM THE COMMISSIONERS

Commissioners commented on how their responses to comments made during Calls to the Public might be handled, the by-laws review, conduct of Commissioners and members of the public during the meeting, written materials presented during the Call to the Public, the Huron River Watershed Council (HRWC) Green Infrastructure presentation, DuMouchel's presentation about community surveys at the September 16th meeting, the interest Commissioners have in serving the community, and the role of staff in advising the Commission.

15. ANNOUNCEMENT OF NEXT MEETING

October 21, 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:** Roman moved, Dignan supported, that the meeting be adjourned.
Motion carried 7—0 on a voice vote.

The meeting was adjourned at 9:56 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/>