

**JOINT MEETING OF THE  
NORTHFIELD TOWNSHIP PLANNING COMMISSION AND BOARD OF TRUSTEES**

**December 7, 2011 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**  
**(No Public Hearing Scheduled)**
- 9. OLD BUSINESS**
  - A. Master Plan**
  - B. Whitmore Lake Zoning Districts**
- 10. NEW BUSINESS**
  - A. Storm Water Management Training**
- 11. MINUTES:** November 30, 2011 Planning Commission
- 12. POLICY REVIEW AND DISCUSSION**
- 13. COMMENTS FROM THE COMMISSIONERS**
- 14. CALL TO THE PUBLIC**
- 15. ANNOUNCEMENT:** Next Regular Meeting – December 21, 2011
- 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.

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## ARTICLE 30.0

### WLD - WHITMORE LAKE DISTRICT

#### SECTION 30.01 INTENT

The Zoning Ordinance regulates the intensity and use of development which is appropriate in most parts of the Township. There are also areas within the Township in which the Master Plan places greater emphasis on regulating form and character of development as well as use and intensity of use. The Whitmore Lake District (WLD) uses form-based provisions to accomplish this with a special sensitivity to the contextual relevance of three unique subdistricts within the overall WLD. This unique zoning district allows the Township to regulate land use in a more flexible format for this specific area to encourage a viable, dynamic mix of uses while implementing a set of design regulations aimed at creating a walkable, compact destination. Specifically, the WLD will do the following:

- A. Ensure that development is of human scale, primarily pedestrian-oriented, and designed to create attractive streetscapes and pedestrian spaces.
- B. Promote mixed-use development in both a horizontal and vertical form.
- C. Ensure reasonable transition between higher intensity development and adjacent neighborhoods.
- D. Provide economic development opportunities by allowing a wider range of potential uses and creative redevelopment techniques that will expand the employment base and value of land.
- E. Provide a simple, predictable, efficient way to allow complex, innovative development that would otherwise require special planning procedures.

#### SECTION 30.02 APPLICABILITY AND ORGANIZATION

- A. Any new structure or use or expansion of an existing existing structure or use, unless otherwise noted herein, shall comply with the requirements of this Article and other applicable requirements of this Ordinance including the requirement of site plan approval pursuant to Article 64.0 Site Plan Review.
- B. The requirements of this Article shall not apply to:
  - 1. Continuation of an existing permitted use within an existing structure.
  - 2. Reoccupation of an existing building with a permitted use.

3. The expansion of an existing structure, whether conforming or legal nonconforming, by less than 500 square feet or 5% of the total existing floor area, whichever is less, when the building will be occupied or reoccupied by a permitted use. The exempt expansion as noted may occur only once in any two year period based on the floor area as it existed prior to the expansion.
  4. Changes of use within existing structures provided the new use is permitted in the subdistrict of the WLD where the site is located.
  5. Normal repair and maintenance of existing structures that do not increase its size.
  6. Continuation of a legal non-conforming use, building, and/or structure.
- C. The WLD is divided into three subdistricts. These three subdistricts are identified at the Downtown (WLD-D), Waterfront (WLD-W), and North Village (WLD-NV). These three subdistricts are identified on the Official Zoning Map as separate and distinct subdistricts within the overall WLD zoning classification.
- D. This Article contains a set of regulations unique to the WLD. Specifically, these include:
1. General standards that apply to all WLD properties in all three subdistricts. These include special provisions for parking and landscape and streetscape elements.
  2. A permitted uses table that provides for a dynamic mix of uses throughout the three subdistricts.
  3. Design standards applicable to all WLD properties in all three subdistricts.
  4. Form-based dimensional requirements for the WLD-D, WLD-W, and WLD-NV subdistricts. These include special provisions not found in other zoning districts, including:
    - a. Minimum and maximum height
    - b. Required building lines and setback lines
    - c. Exemptions and modifications from form-based provisions for streetscape elements
    - d. Parking location
    - e. Lot coverage and open space

**SECTION 30.03**                    **STANDARDS APPLICABLE TO ALL SUBDISTRICTS**

1.     Parking shall not be required in the WLD. However, when provided on-site, parking must comply with the following:
  - A.     When parking is located in a side yard (behind the front building line) but fronts on a required building line, no more than twenty-five (25) percent of the total site’s linear feet along the required building line or sixty (60) feet, whichever is greater, shall be occupied by parking.
  - B.     For a corner lot or lot with multiple frontages, no more than twenty-five (25) percent of the total site’s linear feet along the required building line or sixty (60) feet, whichever is greater, shall be occupied by parking on both frontages.
  
2.     Landscape and streetscape elements shall be required in accordance with Article 60.25 and the following:
  - A.     Street furniture shall be provided at a ratio of one element for every 30 linear feet of frontage along a right-of-way. Street furniture may be located in the right-of-way or on private property, provided they are located between the front building line and the back-of-curb. Permitted street furniture features include:
    - 1)     A permanently mounted seating fixture constructed of decorative metal
    - 2)     A permanently reserved planting bed with defined, durable edges. Such beds must be a minimum of twenty (20) square feet in area and should be raised or protected from the surrounding paved areas by a durable curb, edge, or other designed feature.
    - 3)     A street sculpture
    - 4)     Waste receptacle constructed of decorative metal
  - B.     Parking areas which front on a right-of-way as permitted by Section 30.03.1 shall be screened from the public right-of-way by a 30-inch decorative masonry wall. Such wall may be located directly along the front property line or may be recessed and buffered by a landscape bed 3 feet in depth.

**SECTION 30.04**                    **USES PERMITTED**

Authorized uses are identified in Table 30.04.1. The uses permitted in the WLD are arranged in a unique manner, referring to the uses permitted in other districts.

If a use is not listed but is similar to other uses within a category, the Zoning Administrator may make the interpretation that the use is similar to other uses. The Zoning Administrator may also make the determination whether the similar use is permitted by right, as a use subject to conditional use approval, not permitted, or permitted subject to use-specific conditions. The Zoning

Administrator may obtain a recommendation from the Planning Commission as to whether or not the proposed use is similar to a specific use and whether the use is permitted by right, as a use subject to conditional use approval, not permitted, or permitted on upper floors only.

**Table 30.04.1 Permitted Uses**

*Uses are permitted by right (P), as a use subject to conditional use approval (C), not permitted (NP), OR permitted on upper floors only (UP).*

	WLD-D	WLD-W	WLD-NV
Single family dwelling and any use, building, or structure accessory thereto.	UP	P	UP
Two family dwellings and any use, building, or structure accessory thereto.	UP	C	UP
Multiple family dwelling and any use, building, or structure accessory thereto.	UP	C	UP
Home occupation	UP	P	UP
Personal Services including clothing and apparel services, including laundry pickup, automatic laundry, dressmaking, millinery, tailor shop, and shoe repair shop.	P	C	P
Restaurants, including those primarily devoted to serving alcoholic beverages for consumption on the premises and/or providing entertainment, but not including any business of a drive-in type or which have a drive-through.	P	C	P
Drive-through as an accessory to a restaurant, financial services, or other permitted use	NP	NP	C
Business and professional offices	P	P	P
Medical and dental offices	P	P	P
Retail, including food services retail, general retail	P	C	P
Essential services	P	P	P
Equipment services including repair, radio and television, electrical appliance shop, plumber, electrician, and other similar services and trades.	P	C	P
Printing, lithographic, blueprinting, and similar uses	C	C	C
Bed and breakfast inn, subject to the provisions of Section 60.14	P	P	P
Motel, hotel	P	C	P

	WLD-D	WLD-W	WLD-NV
Accessory use, building, or structure	P	P	P
Research oriented and light industrial park uses	C	C	C
Financial services, not including a drive-through	P	P	P
Outdoor commercial recreation, public or private	C	C	C
A church, synagogue, cathedral, mosque, temple, or other building used for public worship, or a cemetery; public building.	C	C	C
Public and private nursery schools, primary and secondary schools, colleges and universities.	C	C	C
Medical and dental clinic when associated with a hospital or nursing home (ambulatory health care facility) in which outpatient treatment for patients is provided	C	C	C
Funeral establishment	C	C	C
Hospitals, nursing homes, sanitariums	C	C	C
Commercial communications apparatus, subject to the provisions of Section 60.23	NP	NP	C
Animal hospital or clinic.	C	C	C
Temporary outdoor sales when conducted by a permanent business established on-site provided that the locations and annual sales period for such sales shall be established by the Planning Commission, subject to the provisions of Section 32.03.O	P	C	P
Permanently reserved areas for outdoor seating and/or service when associated with a restaurant	P	C	P
Open air display area for the sale of manufactured products	C	C	C
Contractor wholesale supply when in conjunction with general retail sales of items including electrical, plumbing, lumber, and/or garden supplies.	C	C	C

	<b>WLD-D</b>	<b>WLD-W</b>	<b>WLD-NV</b>
Boat Sales and Marinas.	NP	C	C
Automobile or vehicle dealership	C	C	C
Commercial recreation facilities including indoor theaters, bowling alleys, skating rinks, racket clubs.	P	P	P
Day Care Facilities.	P	P	P
Bus, truck, taxi, and rail terminals.	C	C	C

**SECTION 30.05            DESIGN STANDARDS**

In addition to standards set forth in this Article, all proposed development in the WLD shall comply with the standards set forth herein.

1.     Building Design and Materials.
  - A.     Overall Design. It is the intent of this Article to improve the appearance of and add visual interest to the WLD. Emphasis shall be placed upon methods that focus attention on attractive buildings that front on the adjacent right-of-way.
  - B.     Materials. Durable building materials, simple configurations, and solid craftsmanship are required. Fifty (50) percent of walls visible from public streets, exclusive of wall areas devoted to meeting transparency and ground story activation requirements, shall be constructed of brick, glass, fiber cement siding, metal (beams, lintels, trim elements, and ornamentation only), wood lap, stucco, split-faced block, or stone. Exterior Insulation Finishing Systems (E.I.F.S.) and vinyl or aluminum siding should only be used for accents.
  
2.     Façade Variation. The maximum linear length of an uninterrupted building façade facing public streets and/or parks shall be thirty (30) feet. Façade articulation or architectural design variations for building walls facing the street are required to ensure that the building is not monotonous in appearance. Building wall offsets (projections and recesses); cornices, varying building materials or pilasters shall be used to break up the mass of a single building.
  
3.     Ground Story Activation.
  - A.     Transparency.
    - 1)     The first floors of all buildings shall be designed to encourage and complement pedestrian-scale activity and crime prevention techniques. It is intended that this be accomplished principally by the use of windows and doors arranged so that active uses within the building are visible from or accessible to the street and parking areas are visible to occupants of the building. The first floor of any front façade facing a right-of-way shall be no less than fifty (50) percent windows and doors, and the minimum transparency for facades facing a side street, side yard, or parking area shall be no less than thirty (30) percent of the façade.
    - 2)     Transparency requirements shall not apply to sides which abut an alley.
    - 3)     Windows for building sides shall be concentrated toward the front edge of the building in locations most visible from an urban open space or public right-of-way.

B. Transparency Alternatives. The following alternatives may be used singularly or in combination. They may count toward no more than eighty (80) percent of the transparency requirement.

1) Wall Design. Wall designs that provide visual interest and pedestrian scale may count as a transparency alternative if they provide a minimum of three (3) of the following elements, occurring at intervals no greater than twenty-five (25) feet horizontally and ten (10) feet vertically:

(a) Expression of structural system and infill panels through change in plane not less than three (3) inches.

(b) System of horizontal and vertical scaling elements such as: belt course, string courses, cornice, pilasters.

(c) System of horizontal and vertical reveals not less than one (1) inch in width/depth.

(d) Variations in material module, pattern, and/or color.

(e) System of integrated architectural ornamentation.

(f) Green screen or planter walls.

(g) Translucent, fritted, patterned, or colored glazing.

2) Outdoor Dining/Seating. Outdoor dining/seating located between the building and the primary street zone lot line may count toward the transparency requirement. Such spaces must be permanently created by a wall or other permanent improvement defining the outdoor dining area.

3) Permanent Art. Non-commercial art or graphic design of sufficient scale and orientation to be perceived from the public right-of-way and rendered in materials or media appropriate to an exterior urban environment and permanently integrated into the building wall may count toward the transparency requirement.

4. Pedestrian Access / Entrance.

A. The primary entrance for a non-residential and/or mixed-use building shall be clearly identifiable and useable and located facing the right-of-way.

B. A pedestrian connection shall provide a clear, obvious, publicly-accessible connection between the primary street upon which the building fronts and the building. The pedestrian connection shall comply with the following:

1. Fully paved and maintained surface not less than five (5) feet in width.

2. Unit pavers or concrete distinct from the surrounding parking and drive lane surface.
  3. Located either within a raised median or between wheel stops to protect pedestrians from vehicle overhangs where parking is adjacent.
- C. Additional Entrances. If a parking area is located in the rear or side yard, it must also have a direct pedestrian entrance to the building that is of a level of materials quality and design emphasis at least equal to that of the primary entrance.

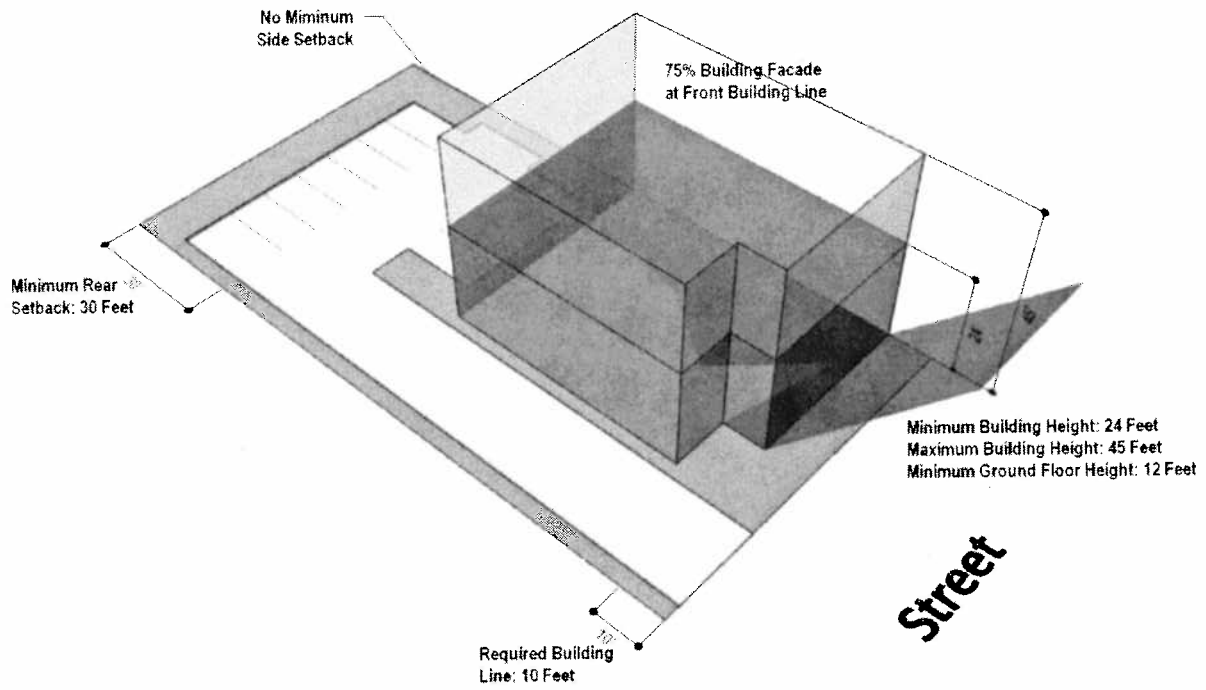
**SECTION 30.06 WLD-D: DOWNTOWN SUBDISTRICT**

- A. The Downtown (WLD-D) subdistrict is intended to promote a unified vision for transforming the historic commercial core of the Whitmore Lake community focused on mixed-use development, increased land use intensity, and improved public amenities that is oriented as much to the needs of the pedestrian as to those of the automobile. The flexibility in use regulation inherent in the overall WLD regulations, paired with the prescriptive physical development regulations in the Section, will result in a compact, walkable environment that creates new opportunities for investment while protecting quality attributes of the existing area. These regulations are also intended to:
1. Encourage the incubation of a residential element within the traditional Downtown core to foster a 24-hour community.
  2. Establish a development pattern in which new buildings and building modifications enhance the character of the existing built environment.
  3. Orient building entrances and storefronts to the street to add visual interest, put “eyes on the street” for enhanced crime surveillance, increase pedestrian traffic, and create memorable outdoor spaces.
  4. Limit the impact of off-street parking areas which interrupt the flow and consistency of the “street wall.”
  5. Enhance a sense of place and contribute to the sustainability of the Township.
  6. Allow a pattern of development which will encourage transportation alternatives (walking, biking, and transit) to reduce automobile dependence and fuel consumption.
  7. Visually distinguish the Downtown area from the North Village and Waterfront subdistricts by encouraging full use of property, consistency, and density while respecting adjacent residential areas.
  8. Add value to property.
- B. Form-based regulations: Downtown buildings and sites will be developed in a manner which contributes to the character of the area by maximizing the value of the property and continues the traditional “street wall” of adjacent historic buildings. WLD-D sites must comply with the following regulations.

**Table 30.06.A.1**

height	minimum	stories	2 stories
		feet	24 feet
	maximum	stories	3 stories
		feet	45 feet
ground floor minimum	feet	12 feet	
placement	front	required building line <sup>1</sup>	10 feet. 75% of the building façade must meet the required building line, while up to 25% of the façade can be set back to allow for architectural consideration
		minimum setback	n/a
	side	minimum setback	n/a (building may be placed up to the property line, but is not required to be)
	rear	minimum setback	30 feet
lot	required open space		30 percent
	lot coverage by all buildings		n/a
	access and circulation		Driveways may access the site from any side; pedestrian pathways must be provided from the right-of-way
	parking location		Parking shall be located in a side or rear yard.

1: The Planning Commission may adjust the required building line to a maximum of 30 feet beyond the property line for projects incorporating a permanent space for an outdoor café, public space, or a cross access drive with an adjacent parcel. Outdoor cafes or public spaces must be developed as part of the primary building and must incorporate a permanent wall or landscaping area along the required building line.



**Downtown Subdistrict**

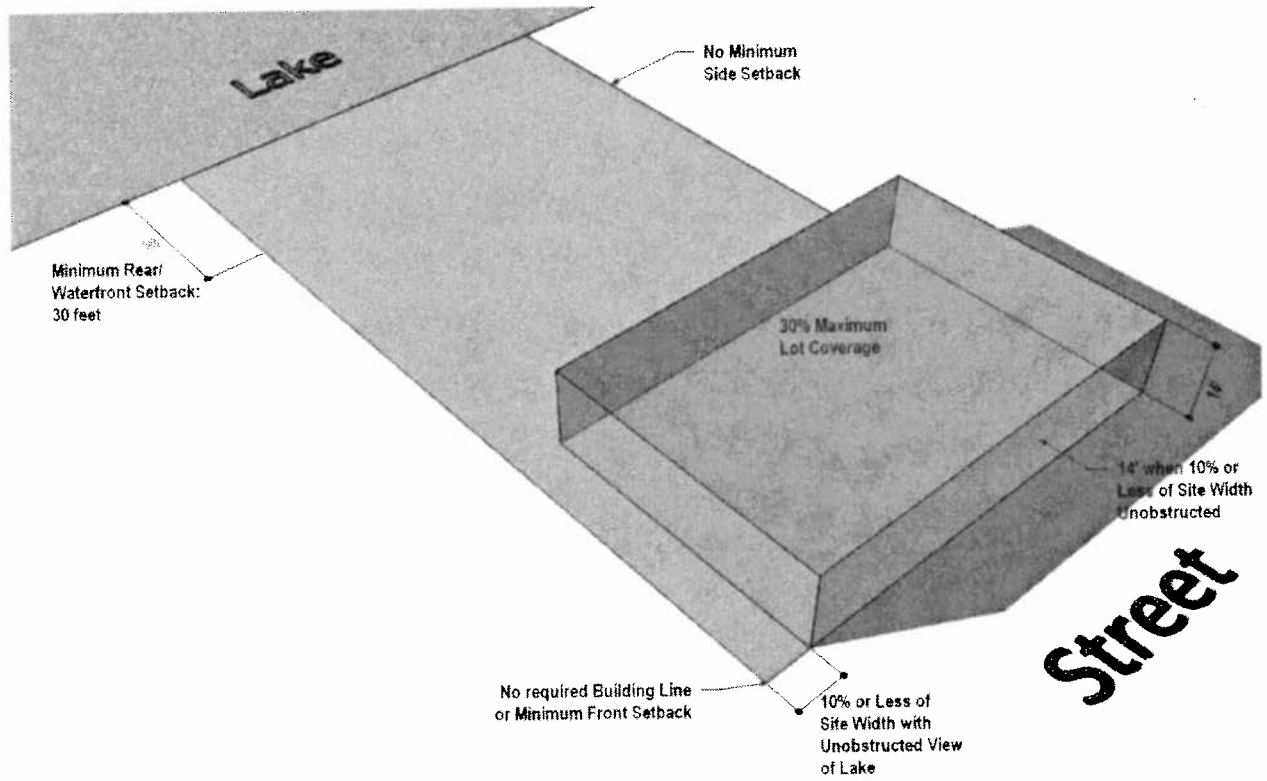
## **SECTION 30.07 WLD-W: WATERFRONT SUBDISTRICT**

- B. The Waterfront (WLD-W) subdistrict is intended to facilitate a long-term evolution of the Whitmore Lake waterfront from one made up of tightly-packed, exclusively residential structures to one of a variety of building forms and open spaces. It is designed to allow for the continued use of residential structures, but to incentivize the aggregation of parcels and redevelopment of sites in a manner that allows for a higher development yield while providing a public benefit in the form of enhanced views of the Lake or public open space. Like the Downtown and North Village subdistricts, it will allow mixed-use development and increased land use intensity and will require improved public amenities oriented as much to the needs of the pedestrian as to those of the automobile. The WLD-W subdistrict will help create an eclectic, yet walkable, environment which creates new opportunities for investment while adding new public amenities, such as enhanced views of Whitmore Lake. These regulations are also intended to:
1. Establish a development pattern in which new buildings and building modifications create new opportunities for lakefront views from the Downtown subdistrict.
  2. Orient building entrances and storefronts to the street to add visual interest, put “eyes on the street” for enhanced crime surveillance, increase pedestrian traffic, and create memorable outdoor spaces.
  3. Utilize off-street parking areas to purposely interrupt the flow and consistency of the “street wall” to create lakefront views, even if they are across parking areas.
  4. Enhance a sense of place and contribute to the sustainability of the Township.
  5. Allow a pattern of development which will encourage transportation alternatives (walking, biking, and transit) to reduce automobile dependence and fuel consumption.
  6. Visually distinguish the Waterfront area from the North Village and Downtown subdistricts by encouraging a purposely more fragmented development pattern which respects the shoreline, the Downtown streetscape, and the existing residential fabric and by offering new opportunities to “open up” the Whitmore Lake community by adding new views to complement new buildings on aggregated sites.
  7. Add value to formerly exclusive properties with shoreline frontage in close proximity to the Downtown core.
- C. Form-based regulations: Downtown buildings and sites will be developed in a manner which contributes to the character of the area and maximizes the value of the property by allowing taller structures if wider view sheds are created. WLD-W sites must comply with the following regulations.

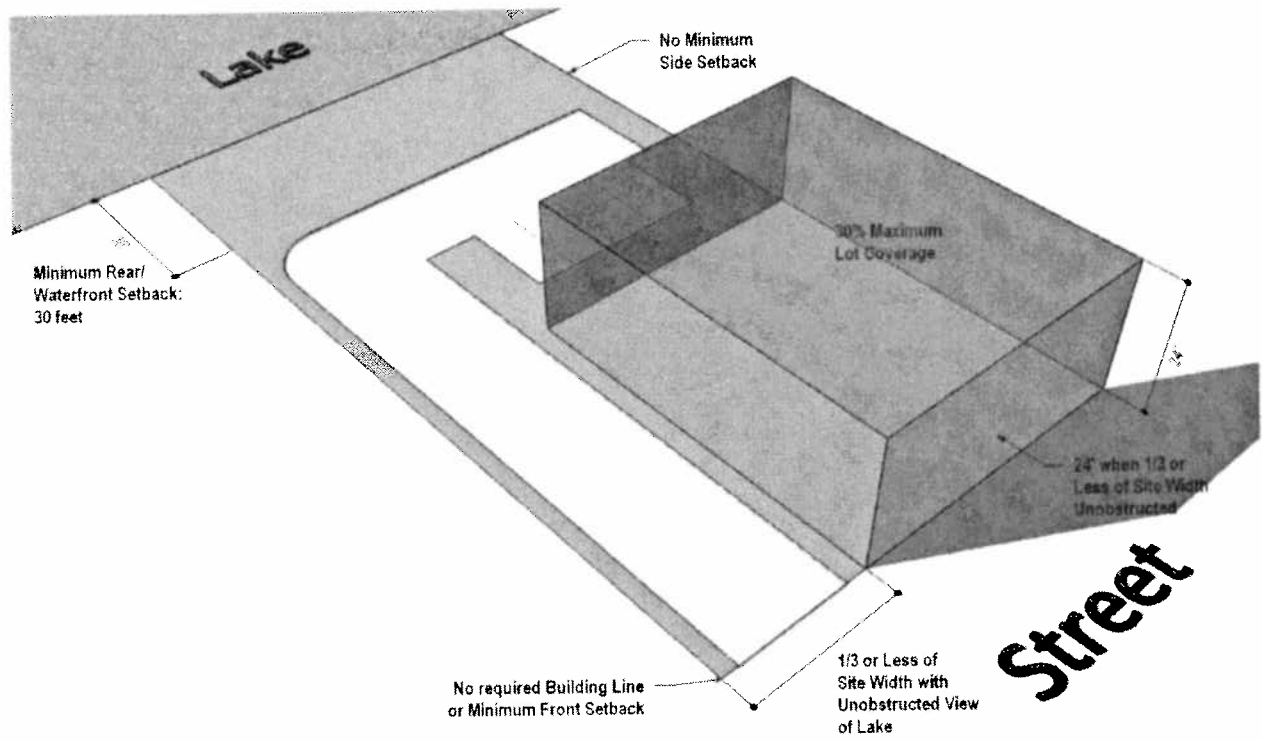
**Table 30.07.A.1**

height	minimum	stories	n/a
		feet	n/a
	maximum	stories and feet <sup>1</sup>	1 story/14 feet when 10% or less of the site's width provides an unobstructed view of the lake
			2 stories/24 feet when 1/3 or more of the site's width provides an unobstructed view of the lake 3 stories/45 feet when 2/3 or more of the site's width provides an unobstructed view of the lake
ground floor minimum	feet	n/a	
placement	front	required building line	n/a
		minimum setback	n/a (building may be placed up to the property line, but is not required to be)
	side	minimum setback	n/a (building may be placed up to the property line, but is not required to be)
	rear/waterfront	minimum setback	30 feet
lot	required open space		50 percent
	lot coverage by all buildings		30 percent
	access and circulation		Driveways may access the site from any side; pedestrian pathways must be provided from the right-of-way
	parking location		Parking shall be located in a side yard or rear yard.

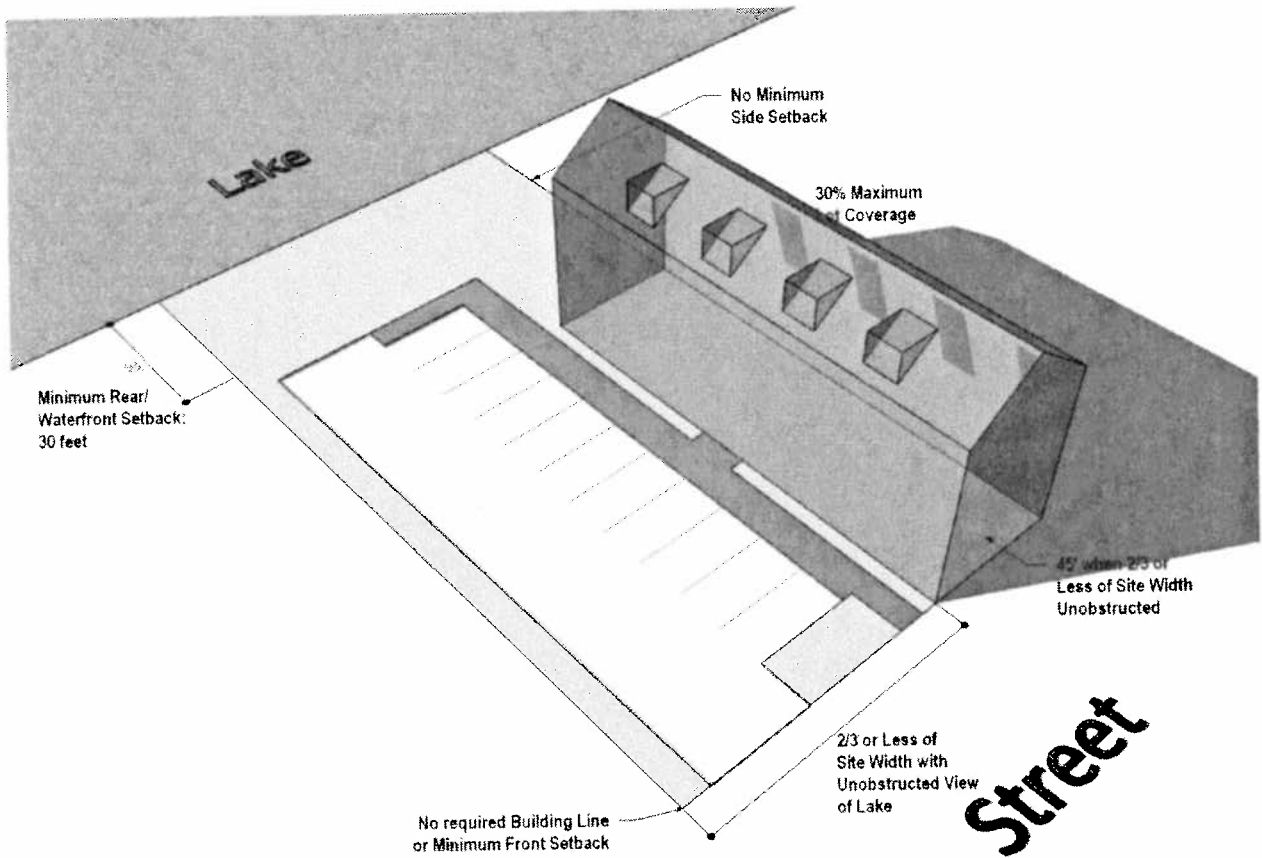
1: An unobstructed view has no permanent structures more than 36 inches in height from the right-of-way to the shoreline. The minimum width per story for unobstructed views must be preserved for that percentage throughout the entire site, regardless of varying width. For example, if a site is 100 feet wide at the right-of-way, it would require 33.3 feet of unobstructed width to permit a 2 story building. If that site tapers to 60 feet in width at the shoreline, only 20 feet would be required to be unobstructed at that location.



**Option 1: 1 Story**



**Option 2: 2 Stories**



**Option 3: 3 Stories**

**SECTION 30.08 WLD-NV: NORTH VILLAGE SUBDISTRICT**

- A. The North Village (WLD-NV) subdistrict is intended to promote those same principles as the Downtown subdistrict (WLD-D), but provides a unique opportunity for large-scale project planning and the incorporation of new streets or public spaces. Like the WLD-D, the WLD-NV promotes a unified vision for transforming the historic commercial core of the Whitmore Lake community focused on mixed-use development, increased land use intensity, and improved public amenities oriented as much to the needs of the pedestrian as to those of the automobile. The flexibility in use regulation inherent in the overall WLD regulations, paired with the prescriptive physical development regulations in the Section, will result in a master planned compact, walkable environment that creates new opportunities for investment while protecting quality attributes of the existing area. These regulations are also intended to:
1. Support the incubation of a residential element within the nearby Downtown core.
  2. Continue a development pattern in which new buildings and building modifications enhance the character of the existing built environment.
  3. Orient building entrances and storefronts to new streets and maneuvering lanes to add visual interest, put “eyes on the street” for enhanced crime surveillance, increase pedestrian traffic, and create memorable outdoor spaces.
  4. Limit the impact of off-street parking areas which interrupt the flow and consistency of the “street wall.”
  5. Enhance a sense of place and contribute to the sustainability of the Township.
  6. Allow a pattern of development which will encourage transportation alternatives (walking, biking, and transit) to reduce automobile dependence and fuel consumption.
  7. Visually distinguish the Downtown area from the North Village and Waterfront subdistricts by encouraging full use of property, consistency, and density while respecting adjacent residential areas.
  8. Add value to property.
- B. Form-based regulations: The WLD-NV shall observe the same form-based regulations as the WLD-D subdistrict. Buildings and sites will be developed in a manner which contributes to the character of the area, maximizes the value of the property, and creates a complementary “street wall” to the important historic buildings of the WLD-D. All projects within the WLD-NV, however, will be developed only as a Planned Unit Development through the provisions of Article 52. For individual buildings and sites within the units, phases, or spaces of a WLD-NV project in a PUD application, the following dimensional requirements shall apply:

**Table 30.06.A.1**

height	minimum	stories	2 stories
		feet	24 feet
	maximum	stories	5 stories
		feet	55 feet
ground floor minimum	feet	12 feet	
placement	front	required building line <sup>1</sup>	10 feet. 75% of the building façade must meet the required building line, while up to 25% of the façade can be set back to allow for architectural consideration
		minimum setback	n/a
	side	minimum setback	n/a (building may be placed up to the property line, but is not required to be)
	rear	minimum setback	30 feet
lot	required open space		30 percent
	lot coverage by all buildings		n/a
	access and circulation		Driveways may access the site from any side, pedestrian pathways must be provided from the right-of-way
	parking location		Parking shall be located in a side or rear yard.

1: The Planning Commission may adjust the required building line to a maximum of 30 feet beyond the property line for projects incorporating a permanent space for an outdoor café, public space, or a cross access drive with an adjacent parcel. Outdoor cafes or public spaces must be developed as part of the primary building and must incorporate a permanent wall or landscaping area along the required building line.