

**NORTHFIELD TOWNSHIP PLANNING COMMISSION  
NOTICE OF REGULAR MEETING  
September 18, 2019 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. ADOPTION OF AGENDA**
- 5. CALL TO THE PUBLIC**
- 6. CLARIFICATIONS FROM COMMISSION**
- 7. CORRESPONDENCE:**
- 8. PUBLIC HEARINGS:**
- 9. REPORTS OF COMMITTEES**
  - A. Board of Trustees**
  - B. ZBA**
  - C. Staff**
  - D. Planning Consultant**
  - E. Parks and Recreation**
  - F. Downtown Planning Group**
- 10. UNFINISHED BUSINES:**
  - A. Update Zoning Ordinance Revision Project Tasks Schedule**
- 11. NEW BUSINESS:**
  - A. Discussion: Revisions to Whitmore Lake/North Territorial Road Overlay District**
- 12. APPROVAL OF PRECEDING MINUTES:** August 21, 2019 Regular Meeting
- 13. FINAL CALL TO THE PUBLIC**
- 14. COMMENTS FROM THE COMMISSIONERS**
- 15. ANNOUNCEMENT:** Next Regular Meeting – October 2, 2019
- 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.



**NORTHFIELD TOWNSHIP  
ZONING ORDINANCE UPDATE  
Project Tasks and Schedule  
September 12, 2018**

Chapter Title and Description of Task	Tentative Meetings Schedule
<p><b>Technical Review</b> Review of the current Zoning Ordinance an article-by-article summary of potential and known problems with the Ordinance in terms of format, consistency with enabling legislation and case law, and our experience in other communities. We will review the following topics for compliance with federal and state law, as well as sound planning and zoning practices:</p> <ul style="list-style-type: none"> <li>• Permitted and Conditional Uses by District</li> <li>• Standards for Specific Land Uses</li> <li>• Administrative Procedures and Standards</li> <li>• Development Standards</li> </ul>	<p align="center">2018  Feb – July  <i>Complete</i></p>
<p><b>Initiate Amendment Review on Previously Identified Urgent Zoning Amendment Issues</b> An example of an urgent issue is revisions to accommodate temporary fireworks sales during the Fourth of July Celebration</p>	<p align="center">2018 Feb – May  <i>Complete</i></p>
<p><b>Submit Zoning Technical and to Review with Planning Commission.</b> Currently, Planning Commission, with the advice of the Township Board, Planner, and Zoning Administrator have already identified several Zoning Amendments that are consistent with the 2014 Township Master Plan. We anticipate that the Technical Review will identify additional amendments that are consistent with the 2014 Master Plan. McKenna will prepare technical and minor amendments for approval following the Technical Review.</p>	<p align="center">2018  May – July  <i>Complete</i></p>
<p><b>Definitions, Inconsistencies and Conflicts and Other City Codes and Standards</b> Recommend new or revised definitions for contemporary uses and issues. Consult with Administration for procedures and enforcement issues and problems. Review other codes and regulations provided by the Township, such as fire or engineering design standards, and identify drainage, pavement, road widths, and parking standards that need to be referenced or which may subtract from the Township’s character.</p>	<p align="center">2018  July  <i>Ongoing</i></p>
<p><b>Work with Planning Commission on Addressing Items from the Technical Review</b> When the Technical Review is completed items will be scheduled for discussion of draft amendments at each Planning Commission meeting.</p>	<p align="center">July - Oct</p>



<b>Chapter Title and Description of Task</b>	<b>Tentative Project Schedule</b>
<p><b>Zoning Board Appeals (ZBA) Decisions and Current Legal Issues.</b> Review with Township Manager and Planning Commission recent ZBA variance applications that identify recurring problems (accessory building size, lot areas, setbacks, etc.) from ZBA minutes provided by Township Administration.</p> <p>Review with the Township Attorney potential revisions generated by any relevant zoning litigation involving the Township that might be beneficial, plus revisions resulting from recent Michigan state law and new case law.</p> <p><i>Note additional items to be coordinated: Recreational Marihuana, Signs, Code Enforcement</i></p>	Dec – Sept 2019  <i>Marihuana Ongoing</i>  <i>Code Enforcement Ongoing</i>  <i>Signs</i>
<p><b>Goals of the 2014 Master Plan and Downtown North Village Plan (When Adopted).</b> Incorporate any new recommendations for regulations to facilitate implementing the Township’s 2014 Master Plan update, including identification of priority items for implementing the Township’s Future Land Use plan and Zoning Plan.</p> <p><i>Recommendations from preliminary 2019 Master Plan Update</i></p>	2019 Sept
<p><b>Submit Zoning Ordinance Draft and Review with Planning Commission.</b> Draft and review recommendations for Definitions, Off-Street Parking, District articles, General Provisions and Schedule of Regulations to facilitate implementing the Township’s 2018 Master Plan, including identification of existing provisions that may conflict with the Plan.</p>	2019 Nov
<p><b>Review / Revise Draft with Planning Commission.</b> Review the draft Zoning Ordinance with the Planning Commission at one regularly scheduled meeting and make one revision based on consolidated comments and / or comments noted in the meeting minutes.</p>	2019 Dec - April
<p><b>Planning Commission Public Hearing and Board Review.</b> For efficiency, we recommend considering adoption of the Zoning Amendments at one time, following the adoption of the Downtown Plan and the North Village Plan,</p>	Ongoing







**MCKENNA**

September 12, 2019

Planning Commission  
Northfield Township  
8350 Main Street  
Whitmore Lake, MI 48189

## **MEMORANDUM: Revise or Eliminate the Whitmore Lake / North Territorial Road Overlay District**

Dear Commissioners:

As discussed during the Master Plan Update, significant revisions, or elimination of the WLNT district would be consistent with the clarifying regulations in the district and helping to encourage site redevelopment. Much of the southern portion of the Whitmore Lake corridor is envisioned for industrial use and the northern portion of the corridor and North Territorial Road is envisioned to be more consistent with the original purpose of the WLNT district but generally currently zoned GC.

Moving forward we recommend incorporating the design standards outlined in the WLNT overlay district into the GC, LI, and GI districts. On the Following Pages, we have excerpted the WLNT text with highlights for discussion.

Highlight Key:

- Incorporate into industrial districts
- Incorporate into general commercial district
- Incorporate into industrial and commercial districts
- Eliminate

**ARTICLE XXIII.I. - WLNT—WHITMORE LAKE/NORTH TERRITORIAL OVERLAY DISTRICT**

**FOOTNOTES:**

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**Editor's note**— Ord. No. 14-36, § 1, adopted Jan. 13, 2015, set out provisions intended for use as Art. 53.0. For purposes of clarity and to preserve the style of this Code, and at the editor's discretion, these provisions have been included as Art. XXIII.I, §§ 36-686—36-691.

**SEC. 36-686. - PURPOSE.**

The purpose of the district is to promote mixed uses with an emphasis on commercial, service, office and research technology uses, and related high density residential uses consistent with the township master plan. It is also the purpose of the district to enhance the streetscape, create pedestrian pathways and outdoor spaces, and promote high quality architecture.

(Ord. No. 14-36, § 1, 1-13-2015)

**SEC. 36-687. - DISTRICT BOUNDARIES.**

Boundaries of the district shall be displayed on the official zoning map.

(Ord. No. 14-36, § 1, 1-13-2015)

**SEC. 36-688. - SETBACKS.**

The mixed use district is composed of two overlay segments (Whitmore Lake Road and North Territorial Road) intended to guide the development of the design of the corridor in a flexible manner and to allow a broader mixture of land uses where appropriate. The following front yard greenbelt setbacks apply to each of the overlay segments, side and rear setback requirements of the underlying zoning shall be followed.

- (a) The following standard front yard greenbelt setbacks shall be met (Note: front yard setbacks are measured from the right-of-way line):

Overlay Segments	Front Greenbelt Setback
Whitmore Lake Road	35 feet
North Territorial Road	50 feet

- (b) Permitted encroachments into the standard front yard greenbelt setback. Parking may be located in one-half of the required front yard greenbelt setback as shown in the table above, allowing the parking area to be located closer to the road right-of-way when a knee wall is installed as



described in section 36-689(d). No structure may encroach within this area; the above mentioned exemption is for parking only.

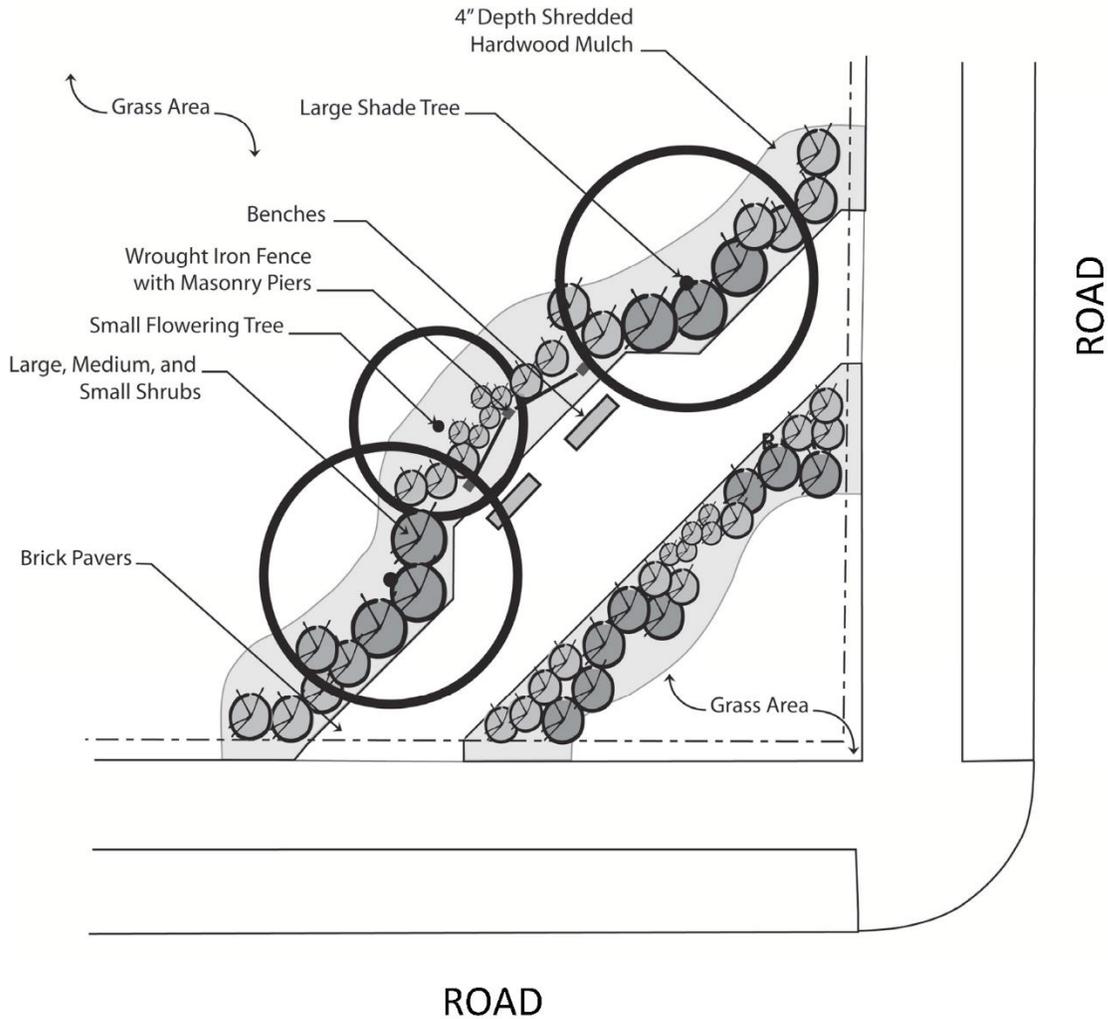
(Ord. No. 14-36, § 1, 1-13-2015)

## **SEC. 36-689. - DESIGN STANDARDS.**

All proposed development and construction within the WLNT shall be consistent with the goals and objectives of the mixed use—south future land use classification contained in the township master plan.

- (a) *Vehicular parking and circulation* . Site access, parking and loading shall be controlled in the interest of public safety. The following standards shall be in addition to the standards found in article XXV.
  - (1) Where conditions allow, provisions for circulation between developments on adjacent parcels shall be encouraged through joint drives and cross-access connections, including but not limited to shared parking areas.
  - (2) A one-way or two-way maneuvering lane with two rows of parking stalls may be provided in the front yard. The remainder of parking shall be located within the side or rear yard. All parking must meet the setback standards pursuant to section 36-762(b)(1).
- (b) *Pedestrian circulation* . Vehicular access and circulation shall be planned to ensure safe pedestrian movement within the development. Pedestrian systems shall provide safe, all-weather, efficient, and aesthetically pleasing means of on-site movement and shall be an integral part of the overall site design concept.
- (c) *Community design feature* . Unless described as an exemption pursuant to section 36-690, a community design feature as described below shall be required for new development with frontage along the North Territorial/Whitmore Lake intersection.
  - (1) At the intersection noted above, a pedestrian plaza shall be provided that is similar to the design elements found in the figure of pedestrian plaza below. In lieu of a pedestrian plaza as described, the planning commission may consider an alternative pedestrian amenity including, but not limited to one of the following: an outdoor sculpture or art work, a fountain/water feature, clock tower, or other such deliberately shaped focal feature that enhances the community and public spaces.
  - (2) Seat walls can be used instead of, or in addition to benches in a plaza. It is recommended that at least some seating facilities have a back. If used, seat walls should be constructed of masonry materials and should complement the architecture of the space and adjacent buildings.
  - (3) Any pedestrian areas shall have direct access to the site's pedestrian circulation system, connect to the Whitmore Lake and North Territorial Road pathways and shall use a variety of design elements including lighting, landscaping, pavement, arches, and furnishings to define the pedestrian spaces.

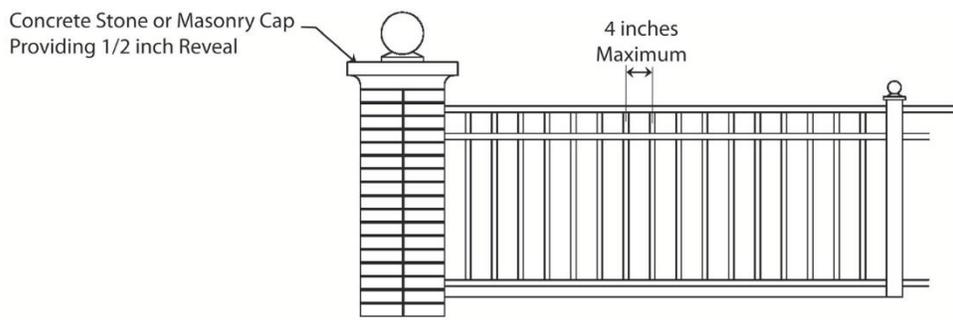
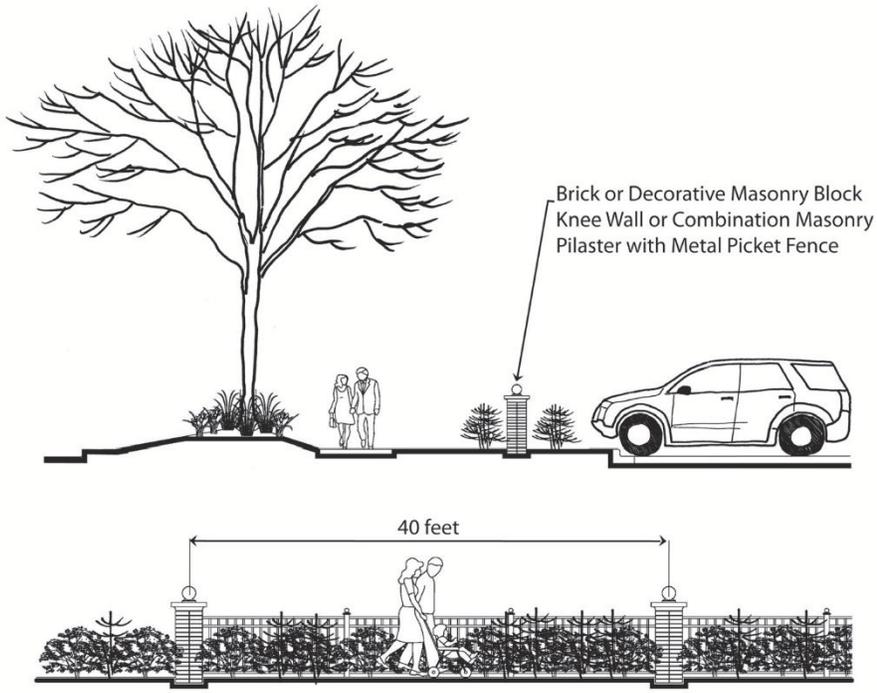




(d) *Landscaping and screening* . In addition to meeting the minimum landscape and screening requirements of section 36-722, the following additional standards shall be provided within the WLNT district:

- (1) When knee walls are used to help screen parking lots, the knee wall shall be constructed of brick or decorative masonry block and shall also include a concrete stone or masonry cap providing a minimum one-half-inch reveal on both sides. In lieu of a wall, decorative metal ornamental picket fencing shall be permitted. The fencing shall contain a maximum four-inch spacing between pickets with posts and rails and masonry brick, capped pilasters spaced each 40 feet similar to the design elements found in the figure of knee wall below. The planning commission has the discretion to allow other similar options as proposed by the applicant.





(e) Building design and orientation .

- (1) New principal structures shall be located no more than 75 feet from the greenbelt line. Large scale retail establishments shall be exempt from this setback, but must meet the building design and orientation standards found in section 36-727.
- (2) Facades greater than 100 feet in length, measured horizontally, shall incorporate projections or recesses extending at least 20 percent of the length of the façade. No uninterrupted length of any façade shall exceed 100 horizontal feet.
- (3) Ground floor facades that face public streets shall have arcades, display windows, entry areas, awnings, or other such features along no less than 50 percent of their horizontal length. Real windows allowing daylight in the building are encouraged.



- (4) Roofs shall exhibit one or more the following features depending upon the nature of the roof and building design:
  - a. Flat roofs. Parapets concealing flat roofs and rooftop equipment such as HVAC units from public view are required.
  - b. Pitched roofs.
    - i. Overhanging eaves on pitched roofs shall be a minimum of 12 inches including gutter, with a minimum one-inch rake.
    - ii. An average slope greater than 4:12 is required.
- (5) Building materials and colors:
  - a. Predominant exterior building materials shall be high quality materials, including, but not limited to, brick, stone, architectural steel and glass, and integrally tinted/textured concrete masonry units.
  - b. All façade colors and systems (including neon) shall be reviewed and approved by the planning commission as part of the full site plan review process.
- (6) Each principal building on a site shall have clearly defined, highly visible entrances featuring no less than three of the following: canopies or porticos; overhangs, recesses/projection, arcades, raised corniced parapets over the door, peaked roof forms, arches, outdoor patios, display windows, architectural details such as tile work and moldings which are integrated into the building structure and design, integral planters or wing walls that incorporate landscape areas and/or places for sitting and special pavement.
- (7) Building heights within the WLNT may exceed the underlying building height for each underlying district up to a maximum height of up to 65 feet in height (five stories). Buildings that exceed the maximum height of the underlying district shall be reviewed as a conditional use pursuant to article XXVII of the township zoning ordinance.
- (f) *Signage* . All signs permitted within the WLNT overlay district shall be subject to the provisions of article XXVI.
- (g) *Lighting* . All lighting permitted with the WLNT overlay district shall be subject to the provisions of section 36-728.

(Ord. No. 14-36, § 1, 1-13-2015)

## **SEC. 36-690. - GENERAL EXEMPTIONS.**

The following exemptions from the WLNT overlay district shall require the underlying zoning district to apply.

- (a) All single-family residential land uses.
- (b) Large scale retail establishments as defined by this section shall meet the provisions of section 36-727 and shall be exempt from the specific provisions of the WLNT overlay district standards.
- (c) Expansion of existing uses and structures of up to 50 percent of the existing floor area shall be exempt from the WLNT standards, but shall meet all other zoning requirements of this section. Where expansion to an existing use or structure exceeds 50 percent of the floor area of the existing structure all of the WLNT standards shall apply, with the possible exception as noted above.
- (d) The planning commission shall have the authority to waive or modify these guidelines or standards upon consideration of the following:



(1) The standards provided herein would prevent reasonable use of the site.

(2) Existing site design including architecture, parking, driveways, etc. are placed in a manner which makes application of the standards provided herein impractical.

(Ord. No. 14-36, § 1, 1-13-2015)

**SEC. 36-691. - LAND USES.**

(a) Permitted uses based on underlying zoning . All uses listed as either permitted principal uses or conditional land use in the underlying zoning districts shall be allowed based upon the underlying zoning category.

(b) Permitted overlay district uses . In addition to the permitted and conditional land uses of the underlying zoning district, the following uses may be considered for approval as noted in the table of permitted and conditional uses in the WLNT overlay district below.

**Permitted and Conditional Uses in the WLNT Overlay District.**

Use	Permitted	Conditional
<b>Residential Uses</b>		
Single-family dwellings*	x	
Two-family dwellings**		x
Multiple-family dwellings**		x
Home occupation	x	
<b>Institutional Uses</b>		
Country club, public swimming pool, rec club, parks		x
Places of worship		x
Public and private nursery, primary and secondary schools, colleges and universities		x
Hospitals, nursing homes, sanitariums		x
<b>Commercial Uses</b>		
Medical and dental clinics	x	
Funeral home	x	
Clothing and apparel services - laundry, tailor, shoe repair	x	
Groceries, bakeries and similar uses	x	
Barber and beauty shops	x	
Medical clinics and similar uses	x	
Pharmacies, hardware, gift shop, and dry goods store	x	
Animal hospital or clinic	x	
Restaurants	x	
Restaurants serving alcoholic beverages		x



Business and professional offices	x	
Financial institutions including banks and credit unions	x	
Temporary outdoor sales		x
Outdoor seating and/or service associated with a restaurant		x
Mini-warehousing		x
Indoor commercial recreation - theaters, bowling alleys	x	
Agricultural services - machinery sales, repair and farm supply stores		x
Showroom for sales of new cars and equipment		x
Equipment services including repair; radio and television, electrical appliance shop, plumber, electrician and other similar services and trades	x	
Printing, lithographic, blueprinting services	x	
Hotel	x	
Open air display		x
Automotive service station, including minor repairs		x
Contractor wholesale supply		x
Boat sales		x
Used car sales and equipment		x
Minor auto repair		x
Drive-in facilities		x
Drive-through facilities	x	
Arcades, dance halls, etc.		x
Day care facilities	x	
<b>Industrial Uses</b>		
Industrial research	x	
Scientific research	x	
Business research	x	
Automated production equipment	x	
Pharmaceutical drugs	x	
Office, computing, accounting machinery	x	
Electric components and accessories	x	
Space vehicles and parts	x	
Measuring, analyzing and controlling instruments	x	
Printing, publishing, allied industries	x	



Production and processing of genetic materials	x	
Electricity switching and step-down stations	x	

\*Any single-family use must meet the underlying zoning standards for single-family residential development.

\*\*Any two- or multiple-family residential use must be accessory to a commercial use and located on an upper floor.

**(ORD. NO. 14-36, § 1, 1-13-2015)**



**NORTHFIELD TOWNSHIP  
PLANNING COMMISSION  
Minutes of Regular Meeting  
August 21, 2019**

**1. CALL TO ORDER**

The meeting was called to order by Chair Roman at 7:09 P.M. at 8350 Main Street.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL  
AND DETERMINATION OF QUORUM**

Roll call:

Janet Chick	Present
Brad Cousino	Present
Eamonn Dwyer	Present
Sam Iaquinto	Present
Cecilia Infante	Present
Larry Roman	Present
John Zarzecki	Present

Also present:

Building/Planning/Zoning Coordinator Mary Bird  
Planning Consultant Paul Lippens, McKenna Associates  
Township Engineer Marcus McNamara, OHM  
Recording Secretary Lisa Lemble  
Members of the Community

**4. ADOPTION OF AGENDA**

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

**5. FIRST CALL TO THE PUBLIC**

No comments.

**6. CLARIFICATIONS FROM THE COMMISSION**

None.

**7. CORRESPONDENCE**

None.

**8. PUBLIC HEARINGS**

- 8A. Case #JPC190006; NF Real Estate Holdings LLC/ The DogHouse LLC; 2420 E. North Territorial Road; Request for expansion of Conditional Use Permit under Section 36-840(b) to use an existing pole barn for canine boarding and support care; Parcel 02-27-200-002; zoned AR.**

- ▶ **Motion:** Roman moved, Iaquinto seconded, to open the public hearing.  
**Motion carried 7—0 on a voice vote.**

Nancy Ferrantino of The DogHouse said they have been using the existing pole barn for dog training classes because they were unaware that was not part of their Conditional Use Permit. Planning consultant Paul Lippens said no site modifications are needed for this request, so no additional site plan submittal was required. He added that minutes of the original approval indicate the pole barn was not included in the training site. He recommended approval of the request.

Roman called for public comments. There were none.

- ▶ **Motion:** Iaquinto moved, Roman seconded, to close the public hearing.  
**Motion carried 7—0 on a voice vote.**

- 8B. Case #JPC190007; Whitmore Lake Climate Storage LLC; 6684 Whitmore Lake Road; request for Conditional Use Permit to allow mini-warehousing storage facilities under Section 36-691 Land Uses and under Section 36-389 Design Standards; Parcel 02-20-300-018; Zoned LI in the Whitmore Lake/North Territorial Overlay District.**

- ▶ **Motion:** Roman moved, Iaquinto seconded, to open the public hearing.  
**Motion carried 7—0 on a voice vote.**

Jeff Evans appeared for the applicant. Lippens recalled the prior issues, including providing enough parking and sufficient masonry in the building, have been addressed through two variances granted by the Zoning Board of Appeals. He said minor remaining issues could be handled administratively or the Planning Commission could table the request for submittal of a revised site plan. He recommended approval of the Conditional Use subject to approval of the site plan.

Roman called for public comments. There were none.

- ▶ **Motion:** Iaquinto moved, Roman seconded, to close the public hearing.  
**Motion carried 7—0 on a voice vote.**

**9. REPORTS**

**9A. Board of Trustees**

Chick reported that the Board held a special meeting on August 12<sup>th</sup> to certify language for a referendum to prohibit marijuana businesses in the Township. She added that at their August 13<sup>th</sup> meeting they approved work by Tetra Tech as part of planning for a sewer system retention basin.

**9B. ZBA**

No meeting has been held since the last Planning Commission meeting.

**9C. Staff Report**  
Nothing to report.

**9D. Planning Consultant**  
Lippens reported he has made progress in preparing an analysis of the short term rental issue, and it will be on a Township Board agenda as scheduling allows.

**9E. Parks and Recreation**  
Iaquinto urged everyone to follow Bark Park rules, noted boxes are still available for fall planting at the Community Garden, and reported the Committee will meet with two candidates for their open position at their next meeting.

**9F. Downtown Planning Group**  
Infante reported the DDA will meet next Monday and has not met since the last Planning Commission meeting.

- ▶ **Motion:** Roman moved, Chick seconded, that New Business be heard prior to Unfinished Business.  
**Motion carried 7—0 on a voice vote.**

## 11. NEW BUSINESS

**11A. Case #JPC190006; NF Real Estate Holdings LLC/ The DogHouse LLC; 2420 E. North Territorial Road; Request for expansion of Conditional Use Permit under Section 36-840(b) to use an existing pole barn for canine boarding and support care; Parcel 02-27-200-002; zoned AR.**

In answer to questions, Ferrantino said the barn will be used only for training, perhaps as late as 7:00 P.M., but it will not be used for boarding.

- ▶ **Motion:** Roman moved, Chick seconded, that the Planning Commission approve the expansion of the conditional use permit.  
**Motion carried 7—0 on a roll call vote.**

**11B. Case #JPC190007; Whitmore Lake Climate Storage LLC; 6684 Whitmore Lake Road; request for Conditional Use Permit to allow mini-warehousing storage facilities under Section 36-691 Land Uses and under Section 36-389 Design Standards; Parcel 02-20-300-018; Zoned LI in the Whitmore Lake/North Territorial Overlay District.**

Lippens reported that the Zoning Board of Appeals (ZBA) approved variances regarding parking and partial use of masonry in the buildings.

Lippens referred to his letter of August 14<sup>th</sup> and said the only remaining issues are the parking calculation and clarification regarding masonry materials proposed for the building facades. He noted updated plans addressed additional landscaping information, dumpster pad concrete thickness, natural features, and driveway clarifications. In answer to a question, Evans referred to the additional information regarding elevations for the covered parking.

Marcus McNamara, Township Engineer, said the following should be clarified on the plan:

- The south entrance drive appears not to be wide enough for all vehicles.
- It appears the applicant intends to provide access via a fire lane to the dry hydrant, but this should be clarified on the plan.

Evans presented samples of the cement fiberboard proposed for the wainscoting on the buildings. He said it will be attached to the siding of the prefab metal buildings and will not be structural. Roman read from the Zoning Administrator's to the ZBA which concluded that the proposed partial use of masonry would be reasonable, but he said it is not clear whether the ZBA variance approved the use of the proposed fiberboard material. Cousino, the Planning Commission representative to the ZBA, said in his recollection of the ZBA action the variance was to allow only partial use of masonry, but not specifically to approve the use of the proposed fiberboard. Lippens said this is a matter for the Planning Commission to decide.

Dwyer said the proposed fiberboard is not masonry, has no definition apparent from a short distance away, and will not be distinguishable from a metal building. Zarzecki said the proposed material is not masonry under the international building code, rather it is a siding material by definition. He said he is a member of The Masonry Society (TMS), which writes masonry code, and he could not approve this material as being a masonry product.

In answer to a question from Evans, Roman said Lippens can provide a definition of masonry after the meeting. Evans said all of the other buildings on site are metal and the purpose is storage. He questioned the need for masonry given the high cost of the materials. Roman said the Commission is going by the ordinance. Evans said he understands that, but in 2006 they were allowed to put up metal buildings, the site is zoned Limited Industrial, the community needs these buildings, and he is running out of space in the buildings and time on this project. He said he understands the desire to improve the community, but he has spent a \$30,000 on plans and reviews, and the cost of masonry would be substantial.

Lippens said if the majority of Commissioners do not want to approve the use of the fiberboard for the masonry requirement the Commission can delay action to allow a revised proposal to be submitted. Infante said she understands the applicant's economic concerns, but the Township wants durable buildings. Evans said he may consider asking for a complete waiver of the masonry requirement.

Regarding parking, Lippens said he does not understand what the decision of the ZBA was about the parking, although he knows the Zoning Administrator worked on a calculation with Evans. Cousino said the ZBA determined the ordinance parking requirements were outdated and unnecessarily high. Evans said parking was calculated using a combination of warehouse space

(25 parking spaces for 207 storage units) and the office (8 parking spaces). Lippens said that is sufficient parking, he will verify that with the zoning administrator, and it should be a note on the plan. Commissioners agreed the parking provided is sufficient.

In answer to questions, Evans said the landscaping will be done with Phase I, and traffic can enter and exit at both entrances. There was discussion about the south entrance being inadequate for RVs and trailers; McNamara suggested limiting those types of vehicles to the north entrance.

Regarding the dry hydrant, Evans said it is his understanding the dry hydrant must be in full working condition per the Fire Marshal's memo. McNamara said that should be noted on the plan.

Lippens said it is to the applicant's credit that this site will be cleaned up from its current condition. In answer to a question from Roman, Evans said the weeds around the cyclone fence will be cleaned up. Roman asked Lippens to address the top rail on the cyclone fence if it does not meet zoning ordinance requirements.

- ▶ **Motion:** Roman moved, Zarzecki seconded, to table action on Case #JPC190006 pending the applicant working with the Township Engineer and Township Planner to formalize the site plan.  
**Motion carried 7—0 on a roll call vote.**

## 10. UNFINISHED BUSINESS

### 10A. Northfield Township 2019 Master Plan.

Lippens thanked Commissioners for their assistance with the revisions since the last meeting, including changing some of the photographs.

Roman said he still has an issue with wording on the first two pages, though he understands he may be in the minority regarding that.

- ▶ **Motion:** Chick moved, Infante seconded, to approve the Northfield Township Master Plan dated August 15, 2019, and to pass it on to the Township Board for approval. **Motion carried 6—1 on a roll call vote, Roman opposed.**

## 12. MINUTES

- ▶ **Motion:** Roman moved, Chick seconded, that the minutes of the August 7, 2019, regular meeting be approved as presented, and to dispense with the reading. **Motion carried 7—0 on a voice vote.**

## 13. SECOND CALL TO THE PUBLIC

None present.

## 14. COMMENTS FROM THE COMMISSIONERS

Comments included:

- Cousino noted the ZBA left the decision on the masonry issue up to the Planning Commission. There was discussion about what constitutes masonry and would be acceptable for meeting the ordinance requirement for mini-warehouses. Roman added that the types of building materials are partially dictated by the use of the buildings, so there is a reason to carefully consider these issues.
- Chick thanked Lippens and Commissioners for the hard work put into the Master Plan.

## 15. ANNOUNCEMENT OF NEXT MEETING

**September 4, 2019**, 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, Chick seconded, that the meeting be adjourned.  
**Motion carried 7—0 on a voice vote.**

The meeting was adjourned at 8:36 P.M.

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Prepared by Lisa Lemble. Corrections to the originally issued minutes are indicated as follows:  
Wording removed is ~~stricken through~~; wording added is underlined.

Adopted on \_\_\_\_\_, 2019.

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Larry Roman, Chair

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John Zarzecki, Secretary

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