

**NORTHFIELD TOWNSHIP PLANNING COMMISSION  
NOTICE OF REGULAR MEETING  
April 17, 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:**
  - A. Salem Township Master Plan Public Hearing
- 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 BUSINESS:**
- 11. NEW BUSINESS:**
  - A. Update Zoning Ordinance Revision Project Tasks Schedule
  - B. Zoning Administrator Quarterly Report 1/1/19 – 3/31/19
- 12. APPROVAL OF PRECEDING MINUTES:** March 20, 2019 Regular Meeting
- 13. FINAL CALL TO THE PUBLIC**
- 14. COMMENTS FROM THE COMMISSIONERS**
- 15. ANNOUNCEMENT:** Next Regular Meeting – May 1, 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.



# SALEM TOWNSHIP

9600 Six Mile • PO Box 75002 • Salem, Michigan 48175

Phone: 248.349.1690 • Fax: 248.349.9350

TO: Contiguous Municipal Legislative Body, County Planning, Public Utilities, and Railroad Company

FROM: Salem Township

DATE: March 26, 2019

RE: SALEM TOWNSHIP MASTER PLAN PUBLIC HEARING

In accordance with the Michigan Planning Enabling Act (PA 33 of 2008 as amended), Salem Township is preparing to adopt the Updated Master Plan Document after an extensive review period. The Salem Township Planning Commission will hold a Public Hearing to receive comments on the final draft of the Salem Township Master Plan.

The Public Hearing will be held on April 15<sup>th</sup> at 7:30 P.M at the Salem Township Hall at 9600 Six Mile Road, Salem, MI 48175. If you would like to review the Draft Master Plan, a copy is available at the Township hall during regular business hours or it may be viewed on our website [www.salem-mi.org](http://www.salem-mi.org). Please send all questions or comments to the attention of Anne Alexander, Salem Township Building Coordinator, P.O. Box 75002, Salem, MI 48175

We thank you for your consideration in this matter and look forward to hearing from you.

Anne Alexander,  
Salem Township Building Coordinator



**NORTHFIELD TOWNSHIP  
MASTER PLAN UPDATE  
Project Tasks and Schedule  
December 12, 2018**

<b>Chapter Title and Description of Task</b>	<b>Tentative Meetings Schedule</b>
<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>	Feb - July
<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>	Feb - May
<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>	May - July
<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>	July - Continued
<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>	July - Oct



<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 – Feb 2019
<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 Jan
<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 Feb
<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 March - 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





April 9, 2019

Township Board of Trustees and Planning Commission  
Northfield Township  
8350 Main Street  
Whitmore Lake, MI 48189

**Subject: Zoning Administrator Quarterly Report 1/1/2019 – 3/31/2019**

Dear Trustees and Commissioners:

Section 36-971(6) of the Zoning Ordinance requires the Zoning Administrator to submit to the Township Board and Planning Commission, a quarterly report in which a summary of the activities of the office is presented. Following is a concise summary of the activities of note in the FIRST quarter of 2019 (January 1 through March 31, 2019).

**Zoning Compliance Applications: A total of 10 applications were APPROVED.**

1. Approved one (1) new dwelling.
2. Approved six (6) new accessory structures like decks and garages.
3. Approved one (1) new pole barn.
4. Approved one (1) new swimming pool.
5. Approved one (1) solar panel array installation.

**Non-residential Uses:**

**1031 E. North Territorial/Hardscape LLC** – The applicant filed a request for Zoning Compliance approval in response to a Code Enforcement violation notice. The applicant recently purchased this business, which was formerly known as Sun and Shade Landscaping. That business never received any approvals from the Township and had been issued multiple violation notices to bring the site into compliance with the ordinance requirements. However, it appears that the business was sold to the applicant. The application lists the use as “landscaping contractor”. In addition, the site has a single family dwelling structure on it, which is listed on the Assessor’s records as “residential”. The subject site has an area of 5.91 acres and a lot width of approximately 278 feet

**If** the business is indeed a landscape company, it will first require approval from the Zoning Board of Appeals for lot area and lot width, neither of which meets the minimum requirements of the Ordinance.

**If** the ZBA grants the variances, the applicant will subsequently have to apply to the Planning Commission for site plan and conditional land use approvals under the requirements of Section 36-864.

**Denied**

One application for a shed and an application for an addition were denied for non-compliance with ordinance requirements for height and setback, respectively. The shed has already been constructed and the applicant was directed to apply to the Zoning Board of Appeals for consideration of an after-the-fact variance.

**HEADQUARTERS**

235 East Main Street  
Suite 105  
Northville, Michigan 48167

○ 248.596.0920  
F 248.596.0930  
MCKA.COM

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### **Administrative Site Plan Approvals:**

**Quality Aire Systems/328 Six Mile Road** – Reviewed and granted administrative site plan approval with conditions, for the use of an existing building on a site as an “equipment services facility”. The business was originally located on an AR zoned parcel and was cited by Code Enforcement as an un-approved use for the district. The Township worked with the applicant to find a new location. The applicant has since moved the business into the subject site and made certain improvements to ensure compliance with current ordinance standards. A copy of the administrative site plan review letter is attached.

### **Zoning Board of Appeals Cases:**

None this quarter. An application was received from a parcel on Shady Beach Lane for the construction of a new dwelling that required 3 variances. However, I discussed the proposal with the applicant and his architect and made suggestions for revisions which would eliminate the need for any variances. The applicant has since made the changes.

### **Final Site Inspections:**

None this quarter.

### **Zoning Administrator Office Hours:**

Upon authorization from the Township Board, I continue to have office hours at Township Hall every Wednesday for four (4) hours in the morning. I work with the Zoning Coordinator, Township Manager and Code Enforcement official to address and resolve issues by meeting with property owners and going on-site inspections. I am also available to meet by appointment with any citizen who has any questions or concerns regarding zoning matters. I continue to have meetings almost every Wednesday with property owners to help them with zoning related questions. I also meet with property owners in response to code violation notices and help guide them.

In response to some concerns I have heard regarding prompt availability of someone to answer questions, I am always available via email and phone to the Township’s Zoning Coordinator who immediately forwards queries to me, which are promptly answered. A property owner with a concern or question does not have to wait for a Wednesday to get the question answered, unless they are desirous of a sit down meeting.

The addition of a new Code Enforcement Officer has been helpful in addressing issues of long pending code violations. We are making slow progress in achieving compliance on some violators

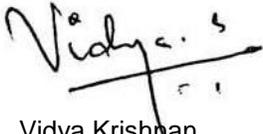
**Other Items:** Some challenges remain in our interactions with property owners who are non-compliant with the regulations; however, the Code Enforcement Officer and I continue to do our best to be supportive of existing businesses in the Township, within the limits to our authority established in the Zoning Ordinance.

It is my understanding that the Township has received some feedback about the duration it takes to review Zoning Compliance applications. The timeline is 2 business weeks which is the standard protocol in most municipal communities; however I strive to get it done in a much shorter period and most often within 24-36 hours. It takes longer only when the application submitted has missing or inaccurate information that needs to be revised.



As the Zoning Administrator, I strive to be prompt and attentive to the needs of the applicants while ensuring that they understand the process and also comply with the rules and regulations set forth in the Zoning Ordinance.

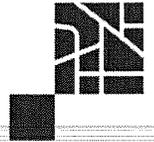
Respectfully submitted,  
**McKenna Associates**

A handwritten signature in black ink that reads "Vidya Krishnan". The signature is written in a cursive style with a horizontal line crossing through the middle of the name.

Vidya Krishnan  
Senior Planner

Cc: Steven Aynes, Township Manager  
Mary Bird, Zoning Coordinator  
Jim Turner, Code Enforcement Officer  
Paul Lippens, Planning Consultant





March 6, 2019

Mary Bird  
Zoning Coordinator  
Northfield Township  
8350 Main Street  
Whitmore Lake, MI 48189-0576

**Subject: Quality Aire Systems, Inc./328 Six Mile Road; Administrative Site Plan Review #2**

Dear Ms. Bird:

We have reviewed the above referenced site plan approval application submitted by Chris Marinkovich to operate a HVAC business in the GC (General Commercial) District.

**ZONING AND USE**

The proposed use is a HVAC business involving "interior storage of equipment and tools, exterior storage of vehicles associated with a HVAC business; interior storage and assembly of inventory and office work" (per attachment submitted by applicant for a prior Zoning Compliance approval in June 2017). The revised site plan submitted notes that the proposed use is an "equipment services" company. HVAC business is classified by the Zoning Ordinance as an equipment service and repair type of use like radio and television, electrical appliance shop, plumber, electrician or similar service and trade, and is permitted by right in the GC district per Section 36-390 (5) of The Zoning Ordinance.

The applicant must be aware that any minor repairs of vehicles and equipment involved in the business is permitted within a completely enclosed building in the district as a conditional land only use per section 36-391 (10) of the Zoning Ordinance. If the applicant should expand the business to add such use, it will require approval from the Planning Commission and Township Board of Trustees.

Since the proposal does not add any square footage to the structure, *the change of use can be administratively granted by the Zoning Administrator under the provisions of Section 36-865.*

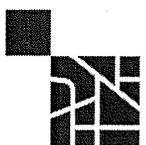
**COMMENTS**

I have reviewed the site plan submitted for compliance with ordinance standards listed in Section 36-342 (b) and sounds planning and design principles and have the following comments:

1. **Lot Dimensions.** The minimum lot size and width requirement in the GC district are 1 acre and 80 feet, respectively. With a lot area of 9.78 acres and lot width of 320 feet, the site complies.
2. **Setbacks.** The required front, side and rear yard setbacks are 35 feet, 20 feet and 20 feet respectively. The site has a large existing single story commercial building designed like a warehouse with an office area constructed in block along the site's frontage. The existing building is located at a front yard setback of 50+

feet, south side yard setback of 20.6 feet, north side yard setback of 187 feet and a rear yard setback of several hundred feet.

3. **Pedestrian Circulation.** The site has no sidewalk along its Six Mile Road frontage. Chapter 26, Article II, Section 26-21 of the Township Code of Ordinance requires the provision of a 5' wide concrete sidewalk along the site's frontage. The required sidewalk is proposed along the site's entire frontage. The site has existing concrete sidewalks along the east side of the building to provide pedestrian access to the office portion of the building.
4. **Vehicular circulation.** The site has an existing 24' access drive off Six Mile Road designed for two-way movement of vehicles. The access drive is curbed and the pavement is proposed to be clearly painted to show lanes of ingress and egress. The parking lot is in need of some maintenance and has areas in disrepair. We suggest that at a minimum the parking lot be seal coated and striped.
5. **Parking.** The proposed use can be classified as a contracting business for determination of required parking. Parking requirements for contractor's establishments is one space for each employee, plus one space for each vehicle stored on the premises. Per the applicant's submission the site has a total of 10 employees and 15 service vehicles, resulting in a total parking requirement of 25 spaces. The site plan notes the provision of a total of 31 parking spaces including two (2) handicap accessible spaces. Both handicap accessible spaces are designed to be van accessible i.e., 8' wide space with 8' wide cross hatch area. The edge of the parking areas are concrete curbed; however the curbing is in disrepair. The site plan notes that the curbing will be repaired, as required.
6. **Landscaping.** The site has a green lawn area along its Six Mile Road frontage and a few trees. There are additional trees along the main access drive and within the parking lot islands. The applicant has submitted a landscape plan which shows existing maple trees along the building west and rear sides, foundation plantings and a row of evergreen along the west property line to provide screening. The rear south portion of the 9+ acre parcel is heavily wooded and proposed to remain as is. The plan notes that landscaping will be maintained by on-site staff and automatic sprinkler irrigation is provided. The site also includes a brick screen wall along its frontage and west property line.
7. **Dumpster.** The site plan indicates a dumpster on the southwest corner of the developed area of the site. Based on a site visit, the enclosure appears to be constructed of masonry and provided with wooden gates as required. The enclosure wall appears to have some cracks which must be repaired. A note to this effect has not been added to the site plan, but this requirement will be enforced.
8. **Lighting.** The site has existing light poles in the parking lot which appear to be 20 feet in height and are downward directed and shielded. The building also has wall mounted light fixtures which are shoebox style and downward directed.
9. **Signage.** The revised plan includes 3 proposed signs: a wall mounted 89.81 sq. foot sign facing 6 mile, a 16.55 square foot sign mounted to the front brick screen wall on 6 Mile, and an 8.23 square foot painted wall sign on the west side screen wall. The Ordinance allows businesses in the GC district to have one wall mounted sign not to exceed 2 square feet per lineal feet of building frontage on the street, and one monument sign not to exceed 80 square feet. The proposed wall sign meets the Ordinance requirement. The sign mounted on the front screen wall can be considered as a monument sign and is within limits. However, the painted wall sign on the west screen wall is not permitted and must be removed.



10. **Architecture.** The existing building appears to be constructed of textured block and standing seam metal panels and appears to be in good conditions. The applicant has submitted photographs of all facades of the building in lieu of elevations and is acceptable.

11. **Other.** The following additional items must be addressed:

- a. We recently observed several large storage containers/trailer attachments on site which appear to be placed on the rear side of the building in an area designated as parking spaces. Outdoor storage is not permitted as part of this request. Only service related vehicles are to be parked outside. Supplies related to the business must be stored inside and cannot be placed in areas of parking or circulation.

### RECOMMENDATION AND FINDINGS

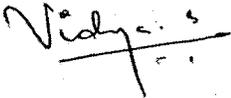
The Township has worked with the applicant for a long time to bring the business and site into compliance with the ordinance and applicable codes. At this time, most of the outstanding issues have been met with a few exceptions. Therefore, site plan approval is administratively granted for Quality Aire Systems to be located at 328 Six Mile Road, subject to:

1. Repairing the cracked dumpster enclosure wall.
2. Removal of the proposal painted sign on the west side screen wall.
3. Removal of all outside storage items, excluding service vehicles.

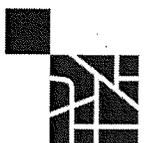
***The applicant must call for and schedule a final site inspection walk-through, at which time the site will be checked for compliance with every item shown on the plan and noted in this review letter, including but not limited to sidewalk, pavement striping, parking, elimination of outdoor storage, repair of curbs and dumpster enclosure, landscaping etc. Upon finding the site in compliance, a Certificate of Occupancy will be issued by the Zoning Administrator.***

Respectfully submitted,

McKENNA



Vidya Krishnan  
Senior Planner



**NORTHFIELD TOWNSHIP  
PLANNING COMMISSION  
Minutes of Regular Meeting  
March 20, 2019**

**1. CALL TO ORDER**

The meeting was called to order by Chair Roman 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
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 Ronald Cavallaro, Jr., OHM  
Recording Secretary Lisa Lemble  
Members of the Community

**4. ADOPTION OF AGENDA**

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

**5. FIRST CALL TO THE PUBLIC**

Tawn Beliger, Trustee of Northfield Township, 8365 Earhart, and Michael McClelland, 5313 Hilltop Court, spoke in opposition to allowing marijuana businesses in the Township.

David Gordon, 5558 Hellner Road, called attention to a rookery in the Township where Great Blue Heron are breeding.

**6. CLARIFICATIONS FROM THE COMMISSION**

None.

**7. CORRESPONDENCE**

A letter was received and distributed to Commissioners.

**8. PUBLIC HEARINGS**

**8A. Sign Ordinance.**

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

Lippens explained that this proposed revision of the sign ordinance was undertaken to make the Township's ordinance consistent with the recent Supreme Court ruling that sign regulations are intended to address public safety and welfare purposes, but are to be content neutral.

Roman called for comments from the public. There were none.

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

**8B. Recreational and Medical Marijuana Ordinance.**

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

Lippens explained that these regulations have been developed at the direction of the Township Board. He reviewed the various elements of the proposal, including the classifications of businesses allowed, the zoning districts where they would be allowed, and security and environmental standards. He also reviewed the adoption process for ordinances.

Roman called for comments from the public.

David Gordon, 5558 Hellner Road, questioned requiring 10 acres for growing operations, suggesting that it be lowered to five acres. He said the voters approved recreational marijuana, national laws are behind the times, the national war on drugs has been costly and violent, and the Township should welcome these businesses. Lippens clarified that only five acres is required for Medical and Recreational Class A growers.

Wayne Davidson, 8015 Coyle Road, said he has medical growing operation which does not require much space. He said all that is required for growing is a climate-controlled building.

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John Hufford, 5285 Tamarack Trail, said the link between marijuana use and negative effects on adolescent brain development and schizophrenia is strong, and just because the voters approved recreational use does not mean it is good thing.

Craig Warburton, 450 W. Joy Road, said recreational use by law will be only for people over 21, he found ambiguity in the proposed ordinances, and he questioned the large number of facilities that would be allowed. Lippens noted that the total number of growers that would be allowed is 20 for all classes, not for each class.

Chris Salata, 2920 Tepeyac Hill Drive, said allowing marijuana facilities in the Township is antithetical to the decades-long discussion about attracting families and rebuilding the community.

Doug Nelson, 5314 Walnut Creek, said his family moved to Northfield Township from Monroe County, partly because of the opioid epidemic there. He said there is a proven link between marijuana and opioid use. He said the Township should try to maintain its quaint characteristics, and he asked what the Public Safety Department's recommendation is.

Kevin May 2955 Tepeyac Hill Drive, said he moved out of two states that have legalized marijuana. He said he doubts that people in this community voted for legalizing marijuana. He said this is a money grab. Lippens said about 60% of voters in all three Township precincts voted in favor of legalizing recreational marijuana.

Kathryn Mayer, 5361 Sutton Road, spoke in favor of the proposed ordinances. She agreed this as family-oriented community, but that bringing Township ordinances into conformance with State law is not in conflict with that. She said families will continue to be attracted to Northfield Township, marijuana facilities in Ann Arbor have not made it unsafe, it is not true that use of marijuana leads to opioid use for the vast majority of users, and the Township should take advantage of the economic opportunities.

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

## **9. REPORTS**

### **9A. Board of Trustees**

Chick reported that on March 12<sup>th</sup> the Board directed the Township Manager to provide information about possibly hiring a building official/zoning administrator, discussed building use and ethics policies, the Board chose not to rescind the decision to sell 75 Barker Road, and she invited the public to a discussion on March 26 about the Township's sewer

system, including possible construction of a retention basin.

### **9B. ZBA**

Has not met.

### **9C. Staff Report**

Nothing to report.

### **9D. Planning Consultant**

Nothing to report.

### **9E. Parks and Recreation**

Has not met. The next meeting is March 21<sup>st</sup> at 7:00 p.m. and the public is welcome.

### **9F. Downtown Planning Group**

Infante reported that discussion at the last meeting included the idea of creating two separate authority areas (for the downtown and for US-23 Territorial), the problem with the downtown area being dominated by non-profits and the effect on tax revenue, increased interest in participation in the DDA, and the lack of decisive action regarding 75 Barker.

## **10. UNFINISHED BUSINESS**

### **10A. Revised Site Plan; LittleFish; 8425 Main Street, to Operate Graphics and Architectural Design Studio. Parcel 02-08-327-002.**

Lippens reported that since the Planning Commission first approved this request the County Road Commission has agreed to a parking solution which changes the plan sufficiently to require re-approval by the Commission. He added that additional information has been submitted about a variety of details since that time.

He also noted the applicant has requested a temporary certificate of occupancy, and that can be issued if a performance bond is posted to insure completion of required elements. Township Engineer Ronald Cavallaro briefly reviewed his 3/8/19 memo noting only minor issues to be addressed.

Matt Hagerty of Myers & Myers, PLLC in Howell, attorney for LittleFish, thanked the Township for their helpful management of their application. He said time is of the essence in a certificate of occupancy being issued for operation of the business. Roman noted that issuance of any certificate of occupancy is up to the zoning administrator and building official.

Roman expressed concern about lack of building elevations with the application. Zarzecki agreed they should be supplied. In answer to a question from Cousino, applicant Angela Matthews said elevations are part of the architectural package that was submitted in

**Northfield Township Planning Commission  
Minutes of Regular Meeting  
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September to the Building Department, although that may not have been submitted to the Planning Commission. She said this is an existing building, and all they have done is removed old shingles. Roman said this can be worked out with Lippens; Mary Bird and Lippens said they can check with the Building Department.

- ▶ **Motion:** Roman moved, Iaquinto supported, to approve the Revised Site Plan for LittleFish, 8425 Main Street, to operate a graphics and architectural design studio, with the conditions set forth in the McKenna report dated 3/15/19 and the OHM report 3/18/19, and with building elevations to be provided to the Planning Commission at Mr. Lippens convenience.  
**Motion carried 7—0 on a roll call vote.**

**10B. Sign Ordinance.**

- ▶ **Motion:** Iaquinto moved, Chick supported, to recommend approval of the Sign Ordinance to the Northfield Township Board of Trustees.  
**Motion carried 7—0 on a roll call vote.**

**10C. Recreational Medical Marijuana Ordinance**

Lippens pointed out one typographical error.

- ▶ **Motion:** Roman moved, Iaquinto supported, to approve and forward to the Northfield Township Board of Trustees the Recreational Medical Marijuana Ordinance as corrected.

Cousino read the proposition as written—about 100 words—on the State ballot last November and said he does not understand why the Township is considering an ordinance before the State has created their regulations. He said these are cash businesses because the sale of marijuana is in violation of federal law, so he questioned how the Township will be able to monitor sales and benefit from these businesses.

Roman and Chick said if the Township’s regulations end up being in conflict with State regulations, they can be amended, but the Township Board wants the Township to be prepared for the issuance of licenses once State regulations are in place.

Cousino said the Commission has not consulted with the Public Safety Department, the Clerk’s office, or the zoning administrator who this will affect their operations. Dwyer said the Commission has been charged with the task of how to restrict marijuana operations in the Township, and he does not believe commercial operations, particularly retail sales should be allowed in the AR district; Zarzecki agreed. In response to a statement from Zarzecki, Lippens noted that “caregiver” is a protected activity, and medical marijuana home occupations do not require a permit.

He also noted that the regulations regarding permitting do not require a public hearing, so any ambiguity could be addressed in the future.

In answer to a question from Cousino, Lippens said the requirements for certain distances between marijuana businesses would also apply for any nearby operations in neighboring townships.

Cousino said the map of potential facility locations shows a cluster near the new North Village park, and he questioned the wisdom of that. He said allowing marijuana facilities does not promote a wholesome community. Roman said he appreciates the comments made, and noted those were all included previously in the Commission’s discussions.

**Motion carried 5—2 on a roll call vote, Cousino and Dwyer opposed.**

- ▶ **Motion:** Roman moved, Iaquinto supported, for the recommendation of the permit regulations for marijuana facilities to be forwarded to the Township Board of Trustees and request that the Township attorney review them before they are placed on a Township agenda.  
**Motion carried 5—2 on a roll call vote, Cousino and Dwyer opposed.**

**11. NEW BUSINESS**

None.

**12. MINUTES**

**March 6, 2019, Regular Meeting**

Chick made two corrections.

- ▶ **Motion:** Roman moved supported, that the minutes of the March 6, 2019, regular meeting be approved as corrected, and to dispense with the reading.  
**Motion carried 7—0 on a voice vote.**

**13. SECOND CALL TO THE PUBLIC**

Jacki Otto, Township Trustee, 1075 St. Andrews Drive, noted that for medical marijuana the Township needed to opt in for sales to be allowed, but for recreational marijuana the Township needed to opt out, so the Township temporarily opted out while waiting for an ordinance to consider. She also noted that the Public Safety Director has commented on this subject, and that the law allows voters to petition to allow facilities if the Township were to opt out.

Kathryn Mayer, 5361 Sutton Road, asked if there will be future opportunities to the public to comment on this subject.

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Minutes of Regular Meeting  
Public Safety Building; 8350 Main Street  
March 20, 2019**

Wayne Davidson, 8015 Coyle, said 1,000 sq. ft. is sufficient to grow 100 plants in a climate-controlled building.

Adam Olney, Whitmore Lake, said the Township will have opted in unless the Township Board takes action to opt out at the end of the sunset clause it enacted.

**14. COMMENTS FROM THE COMMISSIONERS**

Commissioners made comments and responded to public comments about the marijuana ordinances, including:

- there will be time for further public comments before the Township Board.
- the Commission was charged by the Township Board with creating an ordinance, regardless of whether they agree with allowing marijuana facilities in the Township.
- It is not clear that Northfield Township residents who voted to allow recreational marijuana use understood that they could have marijuana businesses in the Township.

- The Planning Commission was not provided with input from the Public Safety Director.
- The ordinance as written is not at all as restrictive as it should be.
- Commissioners have been extremely careful to listen to and read all comments and information provided to them about this issue.

**15. ANNOUNCEMENT OF NEXT MEETING**

**April 3, 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, Iaquinto supported, 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

John Zarzecki, Secretary

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