

NORTHFIELD TOWNSHIP PLANNING COMMISSION

Minutes of Regular Meeting September 20, 2017

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	Absent with notice
Brad Cousino	Present
Sam Iaquinto	Present
Cecilia Infante	Present
Larry Roman	Present
Amy Steffens	Present
John Zarzecki	Present

Also present:
Assessing & Building Assistant Mary Bird
Planning Consultant Paul Lippens, McKenna Associates
Township Engineer Marcus McNamara, OHM
Members of the Community

4. ADOPTION OF AGENDA

- **Motion:** Roman moved, Iaquinto supported, that the agenda be adopted with the order of items 10 and 11 reversed.
Motion carried 6—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

None.

9. REPORTS

9A. Board of Trustees
No report.

9B. ZBA
Steffens reported that on September 18th the ZBA granted a variance for a driveway in excess of 1,000 feet.

9C. Staff Report
Nothing to report.

9D. Planning Consultant
Nothing to report.

9E. Parks and Recreation
Iaquinto reported that the next meeting will be held September 21st, with the two main topics being the very successful community garden and Bark Park.

9F. Downtown Planning Group
Has not met since the last Planning Commission meeting.

11. NEW BUSINESS

11A. JPC170003; Hatfield Holdings; 8475 Main Street, Proposed addition of 217 square feet to the first floor and 174 square feet to the second floor; Parcel 02-08-250-017; zoned GC-General Commercial.

Planning consultant Paul Lippens referred to his September 13th site plan review report and explained that the ZBA granted a sideyard setback variance for this proposed addition to the Bobberdown restaurant. He said he is recommending approval subject to a compact planting strip being added to the north side of the parking lot, landscaping being added in some unpaved areas, addition of five additional canopy trees in the parking lot, and final site plan approval by the Township engineer.

Marcus McNamara, Township engineer, said he determined that there would be no effect on the REU requirement as a result of this addition, and the addition will be built on an area that was already paved, so they have no water, sewer, or storm drainage issued, but he agreed that the final site plan should be subject to engineering review.

Infante asked whether a review had been done by the Fire Department. Iaquinto noted the addition did not involve any additional public space, so he did not see a need for that review. In answer to a question from Cousino, McNamara said the revisions to the original plan did not affect his original review comments.

Iaquinto said the amount of work required by this applicant for a small addition has been so expensive and time-consuming that most businesses would not be able to do it. He recommended that changes to ordinances be made to allow projects of this size to be approved administratively.

- **Motion:** Roman moved, Cousino supported, to recommend approval with conditions as listed on page 4 of the McKenna report dated September 13, 2017, for the Bobberdown, 8475 Main Street.

Iaquinto suggested reducing the landscaping requirements to limit the cost of the project. Lippens

said the recommendations were based on the Township's legal requirements for plan review. He said the applicant can be given time to comply, but the recommendations were made to bring the site into compliance with the ordinance.

- **Amendment to Motion:** Zarzecki moved, Iaquinto supported, that the requirement stated as, "We recommend that up to 5 canopy trees be shown on the site plans, if possible." be eliminated.

Lippens said he made his recommendations based on the ordinance in absence of a full landscaping plan, but he would not object to the proposed amendment. Roman said he would not object to the requirement for trees being "as seen best by the administration." Zarzecki and Iaquinto accepted that language.

- **Amended motion:** Roman moved, Cousino supported, to recommend approval with conditions as listed on page 4 of the McKenna report dated September 13, 2017, for the Bobberdown, 8475 Main Street, with the requirement for canopy trees being "We recommend that up to 5 canopy trees be shown on the site plans, as seen best by the administration." **Amended motion carried 6—0 on a roll call vote.**

Kristin Delaney clarified that their lot is paved lot line to lot line and installing trees along the expressway does not make sense because they would prefer to have the restaurant visible from the expressway.

10. UNFINISHED BUSINESS

10A. Further Discussion of Proposed Zoning Ordinance Amendments: Signs

Planning consultant Paul Lippens reported that he made the changes as discussed at the September 6th meeting, with the exception of changes to sections 36-790 and 36-791. He said he feels the language in these sections is clear and necessary.

Commissioners and Lippens discussed the changes. Comments included:

- Whether a flashing "Open" sign would be prohibited under these regulations is an example regulations that will always be open to interpretation.
- The issue of combustibility of sign materials should be left up to the Fire Marshal and the language regarding sign materials should be eliminated.

- It was agreed that the Township attorney be consulted about the language regarding off-premise commercial signs.
- Real estate, open house, and similar signs would fall under the "yard signs" category, but having a definition of yard signs and making it clear that these do not require permits would be appropriate.
- Sign regulations for the rural Northfield Township community should be different than more urban areas, including allowing the small entrepreneurial "Eggs for Sale" types of commercial signage. Lippens said the proposed regulations provide for more flexibility than existing regulations to accommodate such things.

Lippens said he will make these changes and prepare another draft for review.

12. MINUTES

- **Motion:** Iaquinto moved, Roman supported, that the minutes of the September 6, 2017, 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

None present.

14. COMMENTS FROM THE COMMISSIONERS

Commissioners invited the public to the Parks & Recreation Board meeting on September 21st, and agreed that regulations should be not be unnecessarily burdensome for local businesses.

15. ANNOUNCEMENT OF NEXT MEETING

October 4, 2017, at 7:00 P.M. at the Public Safety Building was announced as the next regular Commission meeting time and location.

16. ADJOURNMENT

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

The meeting was adjourned at 8:15 P.M.

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

Adopted on _____, 2017.

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/>