

**NORTHFIELD TOWNSHIP PLANNING COMMISSION  
NOTICE OF REGULAR MEETING  
July 6, 2016 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**
  - A. Proposed amendments to the Northfield Township Zoning Ordinance text to create a new Zoning Overlay District**
  - B. Proposed amendments to the standards used by the Zoning Board of Appeals when considering and granting variance from the zoning ordinance**
- 9. REPORTS OF COMMITTEES**
  - A. Board of Trustees**
  - B. ZBA**
  - C. Staff**
  - D. Planning Consultant**
- 10. UNFINISHED BUSINESS**
  - A. Proposed amendments to the Northfield Township Zoning Ordinance text to create a new Zoning Overlay District**
  - B. Proposed amendments to the standards used by the Zoning Board of Appeals when considering and granting variance from the zoning ordinance**
- 11. NEW BUSINESS**
  - A. Planning Commission Goal #1: Review of Business Zoning Districts and Enterprise Services District**
- 12. APPROVAL OF PRECEDING MINUTES: June 15, 2016 Regular Meeting**
- 13. FINAL CALL TO THE PUBLIC**
- 14. COMMENTS FROM THE COMMISSIONERS**
- 15. ANNOUNCEMENT: Next Regular Meeting – July 20, 2016**
- 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 PLANNING COMMISSION**

### **NOTICE OF PUBLIC HEARING**

The Northfield Township Planning Commission will hold a public hearing at 7:00 P.M. Wednesday, July 6, 2016 at the Northfield Township Offices – Second Floor, 8350 Main Street, Whitmore Lake, MI 48189. The purpose for the public hearing is to receive comments on proposed amendments to the Northfield Township Zoning Ordinance text to create a new zoning overlay district, as summarized below.

The following new Zoning Overlay District is proposed to be added, as follows:

#### **ARTICLE XXIII.II. - WLHL—WHITMORE LAKE/ HORSESHOE LAKE OVERLAY DISTRICT**

Containing the following sections:

**Sec. 36-692. - Purpose.** – The purpose of the regulations is described.

**Sec. 36-693. - District boundaries.** – Describes the overlay district as encompassing the SR-1 and SR-2 zoned waterfront lots that abut either Whitmore Lake or Horseshoe Lake.

**Sec. 36-694. - Applicability.** – States that the underlying zoning district requirements continue to apply except as specifically provided in this article.

**Sec. 36-695. - Setbacks.** – Describes reduced Street Front Yard, Side Yard, and Lakefront Rear Yard Setback requirements for lots in the overlay district.

The complete text of the proposed amendments may be examined on the Northfield Township website at [www.twp.northfield.mi.us](http://www.twp.northfield.mi.us) and at the Northfield Township Building/Zoning Department, 8350 Main Street, Whitmore Lake, MI 48189 between 8:00 A.M. and 4:30 P.M., Monday – Friday. All persons are invited to attend and be heard. Written comments regarding the proposed amendments should be directed to the Northfield Township Planning Commission Chairman at the Northfield Township Building/Zoning Department before 12:00 p.m. on the day of the meeting.

This notice is 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 Offices at 734-449-2880 seven days in advance.

Angela Westover – Northfield Township Clerk

Publish: Sunday, June 19, 2016

Newspaper: legalads@mlive.com

## MEMO

**TO:** Northfield Township Planning Commission  
**FROM:** Sally Hodges, AICP  
Senior Vice President  
**SUBJECT:** Proposed Lake Overlay District Zoning Ordinance Amendments  
**DATE:** May 10, 2016

---

At your request, we have adapted the previously discussed provisions for lake lots into a form suitable for adoption into the Zoning Ordinance. The purpose of the new overlay district is to better accommodate the existing lot sizes, setbacks and development patterns in the single family residential areas around Whitmore Lake and Horseshoe Lake. The proposed text that follows would create a new Article in the Zoning Ordinance, the Whitmore Lake/Horseshoe Lake Overlay District.

**Proposed Addition of the Following New Zoning District and Text:**

**ARTICLE XXIII.II. - WLHL—WHITMORE LAKE/ HORSESHOE LAKE OVERLAY DISTRICT**

**Sec. 36-692. - Purpose.**

The purpose of this district is to promote the continued investment in SR-1 and SR-2 zoned single family residential waterfront lots that abut either Whitmore Lake or Horseshoe Lake. It is also the purpose of this district to permit street front yard, side yard, and lakefront rear yard setbacks that reduce nonconformities on these waterfront lots.

**Sec. 36-693. - District boundaries.**

The WLHL Overlay District is composed of two sub-districts (Whitmore Lake and Horseshoe Lake). The boundaries of the Overlay District shall be displayed on the official zoning map; the applicable sub-district regulations shall be determined by the lake upon which the lot in question fronts.

**Sec. 36-694. - Applicability.**

The underlying zoning shall remain either SR-1 or SR-2 Single Family Residential District. Except as specifically provided in this article, all requirements of the Zoning Ordinance for the SR-1 and SR-2 Districts shall continue to apply.

**Sec. 36-695. - Setbacks.**

The following street front, side and lakefront rear yard setbacks shall apply:

Overlay Sub-district	Setbacks		
	Street Front Yard	Side Yard	Lakefront Rear Yard
Whitmore Lake	10 feet	Each not less than 10 feet *	Not less than 20 feet
Horseshoe Lake	0 feet	Each not less than 10 feet *	Not less than 20 feet

\* Where the lot does not comply with the minimum required lot width, the narrowest side yard shall not be less than 5 feet or 15% of the lot width, whichever is greater, and the sum of the two side yards shall not be less than 30% of the lot width.

We look forward to discussing the draft amendments at your upcoming meeting.

## NORTHFIELD TOWNSHIP PLANNING COMMISSION

### NOTICE OF PUBLIC HEARING

The Northfield Township Planning Commission will hold a public hearing at 7:00 P.M. Wednesday, July 6, 2016 at the Northfield Township Offices- Second Floor, 8350 Main Street, Whitmore Lake, MI 48189. The purpose for the public hearing is to receive comments on proposed amendments to the standards used by the Zoning Board of Appeals when considering and granting variances from the zoning ordinance, as summarized below.

#### **Article XXX. Zoning Board of Appeals**

The following sections are proposed to be amended:

**Sec. 36-943(a) Authority** - Revised to clarify that the Zoning Board of Appeals may grant a dimensional or non-use variance;

**Sec. 36-943(c) Information Required** - Revised to move written statement of reasons for the variance request requirements from Sec. 36-943(d) Standards of Determination; and

**Sec. 36-943(d) Standards of Determination** - Revised to update the standards by which the Zoning Board of Appeals determines whether a practical difficulty exists.

The complete text of the proposed amendments may be examined on the Northfield Township website at [www.twp.northfield.mi.us](http://www.twp.northfield.mi.us) and at the Northfield Township Building/Zoning Department, 8350 Main Street, Whitmore Lake, MI 48189 between 8:00 A.M. and 4:30 P.M., Monday-Friday. All persons are invited to attend and be heard. Written comments regarding the proposed amendments should be directed to the Northfield Township Planning Commission Chairman at the Northfield Township Building/Zoning Department before 12:00 P.M. on the day of the meeting.

This notice is 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 at 734-449-2880, ext. 17, seven days in advance.

Angela Westover – Northfield Township Clerk

Publish: Sunday, June 19, 2016

Newspaper: [legalads@mlive.com](mailto:legalads@mlive.com)

## MEMO

**TO:** Northfield Township Planning Commission  
**FROM:** Sally Hodges, AICP  
Senior Vice President  
**SUBJECT:** Proposed Amendments to the Standards for Approval of Variances  
**DATE:** May 11, 2016

---

The Zoning Board of Appeals (ZBA) has requested that the Planning Commission consider amendments to the standards used by the ZBA when considering and granting variances from the Zoning Ordinance. Currently the Ordinance's standards for determining whether a variance is warranted are very rigid. While variances should not be given easily or frequently, the ZBA has found that in practice, the current standards do not allow sufficient flexibility for reasonable determinations.

The revisions we propose are consistent with the Michigan Zoning Enabling Act, and are used in several other communities in which we work. Also, in the amendments, we have clarified that the appropriate test for a dimensional variance is "practical difficulty". The test of "unnecessary hardship" applies to uses variances and, except under very specific circumstances, townships may not grant use variances in Michigan.

For your consideration and ease of reading, I have attached both clean and track-changes versions of the proposed amendments. I look forward to discussing these with you at next week's meeting.

## Sec. 36-943. - Variances.

- (a) ~~Authority~~*Intent*. The board of appeals shall have the ~~authority-power and duty~~ to ~~provide relief from~~waive or relax the provisions of this chapter in specific cases. To this end, the board of appeals may grant dimensional or non-use variances, to provide relief from specific requirements in this chapter relating to area, height, setbacks, or other non-use standards which will not be contrary to the public health, safety and general welfare-interest and where, owing to special conditions, a literal enforcement of the provisions of this chapter would result in ~~unnecessary hardship or~~ practical difficulty.
- (b) *Filing*. An application for a variance shall be filed with the township clerk by the record owner of the property in question or by a persons authorized to act on the record owner's behalf. The application shall consist of a completed application form, fee, and the information required in this section. The clerk shall transmit the application and information to each member of the board of appeals and to the zoning administrator within three days of the filing date.
- (c) *Information required*. An application for a variance shall contain the following information:
- (1) Legal description, address, and tax parcel number of the subject property.
  - (2) Boundary survey, showing all property lines, dimensions, and bearings of angles correlated with the legal description; all existing and proposed structures and uses on the property; existing zoning of subject and adjacent property; dimensions of structures and their dimensioned locations; lot area calculations necessary to show compliance with the regulations of this chapter. Such drawings shall also include well and septic locations, easements, and significant trees and wetlands if they exist on the site.
  - (3) Name and address of the applicant, property owners, interest of the applicant in the property, and signature of the property owner, if other than the applicant, concurring in the submittal of the application.
  - (4) Written statement of Rreasons for the variance request demonstrating:-
    - a. That special conditions and circumstances exist which are peculiar to the land, structure or building involved, and are not applicable to other lands, structures or buildings in the same district.
    - b. The special conditions and circumstances on which the variance request is based do not result from the actions of the applicant.
    - c. That literal interpretation of this chapter would deprive the applicant of rights commonly enjoyed by other property owners in the same district under the terms of this chapter.

d. That granting the variance requested will not confer upon the applicant any special privilege that is denied by this chapter to other lands, structures or buildings in the same district.

(d) *Standards of determination.* A dimensional variance shall not be granted by the board of appeals unless the board of appeals finds that there is a practical difficulty in the way of carrying out the strict letter of this chapter. In determining whether a practical difficulty exists, the board of appeals must find that ~~and until all~~ the following conditions are met:

(1) Strict compliance with restrictions governing area, setback, frontage, height, lot coverage, density or other non-use matters will unreasonably prevent the owner from using the property for a permitted purpose or will render conformity with those restrictions unnecessarily burdensome. A written application for a variance is submitted, demonstrating:

~~a. That special conditions and circumstances exist which are peculiar to the land, structure or building involved, and are not applicable to other lands, structures or buildings in the same district.~~

~~b. The special conditions and circumstances on which the variance request is based do not result from the actions of the applicant.~~

~~c. That literal interpretation of this chapter would deprive the applicant of rights commonly enjoyed by other property owners in the same district under the terms of this chapter.~~

~~d. That granting the variance requested will not confer upon the applicant any special privilege that is denied by this chapter to other lands, structures or buildings in the same district.~~

(2) The variance will provide substantial justice to the applicant, as well as other property owners in the district.

(3) The variance requested is the minimum variance needed to provide substantial relief to the applicant and/or be consistent with justice to other property owners.

(4) The need for the variance is due to unique circumstances that are peculiar to the land, structure or building involved and not generally applicable in the area or to other properties in the same zoning district.

(5) The problem and resulting need for the variance has been created by strict compliance with the Zoning Ordinance and not by the applicant or the applicant's predecessors; it is not self-created.



~~(6) The variance will be in harmony with the spirit and intent of this ordinance, will not be injurious to the neighborhood, or otherwise detrimental to the public health, safety and welfare.~~

~~Further, t~~The existence of nonconforming uses of neighboring lands, structures, or buildings in the same district, any permitted or nonconforming uses of lands, structures or buildings in other districts, and nonconforming structures, shall not be considered grounds for the issuance of a variance.

~~(3) The board of appeals shall find that the reasons set forth in the application justify the granting of the variance, and that it is the minimum variance that will make possible the reasonable use of the land, building, or structure.~~

~~(4) The board of appeals shall further find that the requirements of this section have been satisfactorily met by the applicant.~~

~~(5) The board of appeals shall further find that the granting of the variance will be in harmony with the intent of this chapter, and will not be injurious to the neighborhood, or otherwise detrimental to the public interest.~~

~~(Ord. of 7-22-2013, § 66.11)~~

## **Sec. 36-943. - Variances.**

- (a) *Authority.* The board of appeals shall have the authority to provide relief from the provisions of this chapter in specific cases. To this end, the board of appeals may grant dimensional or non-use variances, to provide relief from specific requirements in this chapter relating to area, height, setbacks, or other non-use standards which will not be contrary to the public health, safety and general welfare and where, owing to special conditions, a literal enforcement of the provisions of this chapter would result in practical difficulty.
- (b) *Filing.* An application for a variance shall be filed with the township clerk by the record owner of the property in question or by a persons authorized to act on the record owner's behalf. The application shall consist of a completed application form, fee, and the information required in this section. The clerk shall transmit the application and information to each member of the board of appeals and to the zoning administrator within three days of the filing date.
- (c) *Information required.* An application for a variance shall contain the following information:
  - (1) Legal description, address, and tax parcel number of the subject property.
  - (2) Boundary survey, showing all property lines, dimensions, and bearings of angles correlated with the legal description; all existing and proposed structures and uses on the property; existing zoning of subject and adjacent property; dimensions of structures and their dimensioned locations; lot area calculations necessary to show compliance with the regulations of this chapter. Such drawings shall also include well and septic locations, easements, and significant trees and wetlands if they exist on the site.
  - (3) Name and address of the applicant, property owners, interest of the applicant in the property, and signature of the property owner, if other than the applicant, concurring in the submittal of the application.
  - (4) Written statement of reasons for the variance request demonstrating:
    - a. That special conditions and circumstances exist which are peculiar to the land, structure or building involved, and are not applicable to other lands, structures or buildings in the same district.
    - b. The special conditions and circumstances on which the variance request is based do not result from the actions of the applicant.
    - c. That literal interpretation of this chapter would deprive the applicant of rights commonly enjoyed by other property owners in the same district under the terms of this chapter.

- d. That granting the variance requested will not confer upon the applicant any special privilege that is denied by this chapter to other lands, structures or buildings in the same district.

(d) *Standards of determination.* A dimensional variance shall not be granted by the board of appeals unless the board of appeals finds that there is a practical difficulty in the way of carrying out the strict letter of this chapter. In determining whether a practical difficulty exists, the board of appeals must find that the following conditions are met:

- (1) Strict compliance with restrictions governing area, setback, frontage, height, lot coverage, density or other non-use matters will unreasonably prevent the owner from using the property for a permitted purpose or will render conformity with those restrictions unnecessarily burdensome.
- (2) The variance will provide substantial justice to the applicant, as well as other property owners in the district.
- (3) The variance requested is the minimum variance needed to provide substantial relief to the applicant and/or be consistent with justice to other property owners.
- (4) The need for the variance is due to unique circumstances that are peculiar to the land, structure or building involved and not generally applicable in the area or to other properties in the same zoning district.
- (5) The problem and resulting need for the variance has been created by strict compliance with the Zoning Ordinance and not by the applicant or the applicant's predecessors; it is not self-created.
- (6) The variance will be in harmony with the spirit and intent of this ordinance, will not be injurious to the neighborhood, or otherwise detrimental to the public health, safety and welfare.

Further, the existence of nonconforming uses of neighboring lands, structures, or buildings in the same district, any permitted or nonconforming uses of lands, structures or buildings in other districts, and nonconforming structures, shall not be considered grounds for the issuance of a variance.

	Dignan	Chick	Stanala Jcz	Chockley	Iaquinto	Roman	Cousino	Planning Commission Future Goals and Objectives - 2016			
								Please prioritize the following items from 1-11 with (1) being the items of <u>MOST IMPORTANCE</u> and (11) being of the <u>LEAST IMPORTANCE</u> . Please use each number only one time.			
								Rank	Objective	Comments	Origin
	1	6	5	1	2	1	3	2.7	Discussion of Business Oriented Zonings	Identify if these zoning reflect the reality of Northfield Township, are there reflection of the township possible and if not what can be done to better reflect the realities of our community. (ask for Planner/Staff Recommendation)	Entire Commission
	2	5	8	2	1	2	4	3.4	Discussion of Main Street concepts and an evaluation of business opportunities and challenges in the downtown area.		Commissioner Chockley & Chairman Dignan
	5	4	4	5	4	5	7	4.9	Land use analysis of our current zoning and master plan to determine what a potential build out might look like		Commissioner Chockley
	6	2	2	11	3	11	1	5.1	Density of the Agricultural District	Consider the impact of changing 5 acre vs. 2.5 acre zoning in some areas where it would be feasible.	Commissioner Iaquinto & Vice-Chair Chick
	3	1	10	4	8	10	2	5.4	Agricultural Survey - Study of the economic impact of agriculture in the township	Audit of working farms in the township, animals & crops that are source of income for their owners. What they produce or raise. The number of hobby farms that produce for their owners consumption or use. How many acres in the township are actively being farmed not for hobby purposes.	Vice-Chair Chick & Commissioner Chockley
	4	9	6	3	6	4	8	5.7	PDR/TDR Viability in Northfield Township	(ask for Planner/Staff Recommendation)	Commissioner Chockley, Chairman Dignan, Planner/Staff
	8	10	1	8	7	3	5	6.0	Streamlining CUP/Site Plan Process	(ask for Planner/Staff Recommendation)	2015 Priorities
	7	3	9	6	5	7	11	6.9	Township Trail Plan including neighboring Trail Heads	Work in conjunction with Parks & Rec. Discuss Process, Action & Funding options for connecting both bike & hiking trails.	Chairman Dignan & Vice-Chair Chick
	9	7	3	7	9	9	6	7.1	Landscaping Ordinance	Review & Revisions	Vice-Chair Chick & Commissioner Chockley
	10	8	7	9	10	6	9	8.4	Public Lands Zoning	(ask for Planner/Staff Recommendation)	Chairman Dignan
	11	11	11	10	11	8	10	10.3	Scenic Vista's Inventory/Identification		Vice-Chair Chick
								<b>Retreat/Workshop Topics (Objectives):</b>			
									Explore other rebounded lake towns & what allowed them to redevelop into what they are today.		
									What does a successful vibrant small town community with a successful rural preservation plan look like?		
									What does a developer look for when exploring a property for residential housing?		

## MEMO

**TO:** Planning Commission  
Northfield Township

**FROM:** Sally Hodges, AICP, Senior Vice President  
McKenna Associates

**SUBJECT:** Considerations for Review of Business Zoning Districts and Enterprise Services District

**DATE:** June 29, 2016

---

At your last meeting, we discussed a preliminary approach to evaluating the various non-residential districts in the Township Zoning Ordinance. We noted that:

- There are many commercial and industrial districts included in the ZO. This often occurs over time as an ordinance is amended to address new uses, case by case situations and so on. A comprehensive review is a useful check-up.
- The uses permitted in these districts do not address all the uses commonly found in a township like Northfield that combines both very rural and developed areas. For example, the ES District does not permit a retail landscape nursery because all materials, products and equipment must be stored inside, and because the retail uses permitted in that district are very limited. While the AR district permits a retail landscape nursery, it does not permit a snow plowing service that is often accessory to such a use. Some of you have said that there are uses listed in other districts that don't seem likely to occur in Northfield.
- Existing businesses that wish to expand or that are re-occupancies usually have to go through full site plan review with the Planning Commission with associated time and expense. The triggers for Planning Commission review are quite low at 2,000 sq. ft. or 5% of the floor area of the structure. While provision of additional parking, loading and landscape improvements is permitted without full site plan review at the Planning Commission, there may be merit to increasing the square footage or opportunities for administrative approval. This is a particular issue in the downtown where lots are small, developed and more often don't meet today's standards.

As part of the church use review, we created a table that lists all the land uses permitted in each zoning district. This permits quick identification of where various uses are permitted and easier comparison of uses between districts. That table is attached for your reference. In addition, we have examined the Purpose statement for each of the business districts (excerpted highlights of each are in *italic*) to gain an understanding of the kinds of uses intended in each. We have not included the Whitmore Lake Downtown districts in this round of comments; we will add those at a later date. Our preliminary thoughts follow:

**1. LC Local Commercial District - Purpose**

*This district is established to provide suitable locations for retail, service, and office enterprises which serve a localized market area. Goods and services to be provided by establishments in this district... serve the day-to-day needs of a neighborhood or group of neighborhoods. ... generally be small in floor and site area. ... only in areas in which public water and sanitary sewer service are available.*

In general, the uses permitted in this district are appropriate and typical in a local commercial zone.

**2. GC General Commercial District - Purpose**

*This district is ... general comparison retail, service and repair business activities which serve the entire township and surrounding area... located along major transportation networks*

The list of uses permitted in the GC district includes the LC uses as well as uses with outdoor display, comparison commercial operations, drive-through uses and automotive-related uses, to name a few. The permitted use list is large.

**3. HC Highway Commercial District - Purpose**

*This district is ... retail and service business activities which serve or are meant to serve the motoring public.*

The Highway Commercial appears to be focused on uses at the freeway interchanges. If that is the intent of this district, the Purpose statement should be clarified.

**4. ES – Enterprise Service District – Purpose**

- (a) ... a compatible mixture of business/service uses ... uses are characterized by an insignificant amount of such nuisance factors as noise, heat, glare, and emission of air pollutants.*
- (b) This district is intended for uses which may have a functional and/or economic relationship to commercial and industrial zoning districts but not clearly definable as either.*

As a general observation, it seems that uses existing on some of the sites currently zoned ES do not conform to the intent of this district, particularly the requirement that there be no outdoor storage in the district. We recommend that the Planning Commission revisit the ES district and the vision for it. The mixture of light office-type uses and heavy commercial, more industrial uses may not be a viable combination, or at a minimum, the standards for these uses may need adjustment.

**5. RO Residential Service District**

- (1) ... small office uses which are low traffic generators and which are compatible with adjacent and neighboring single-family dwellings.*
- (2) ... located along major streets and in those areas of the township which are established single-family residential areas and which are in transition to non-single-family residential areas but have vacant, undeveloped lots fronting on major streets which are not likely to have new single-family dwellings constructed thereon.*
- (5) To encourage retention of existing single-family structures in their architectural style and scale.*

We understand the Planning Commission previously recommended removing this district.

#### **6. PSC Planned Shopping Center District – Purpose**

*This district is ... for shopping center development. The district is intended to permit and encourage commercial uses, primarily retail uses, that are compatible with and mutually supportive of each other, in one or more buildings of a unified architectural character, on a site that is planned, developed and managed as one operating unit. ... only in areas designated in the township's adopted comprehensive plan for shopping center use.*

This is a special purpose district for a specific area of the Township.

#### **7. LI Limited Industrial District – Purpose**

*This district is ... light manufacturing and other limited industrial uses. These uses generate a minimum of noise, glare, odor, dust, vibration, air and water pollutants, fire, explosive and radioactive hazards, and other harmful or obnoxious matter.*

The uses permitted are fairly typical of a light industrial district. Outdoor storage requires conditional use approval, which is appropriate. May want to permit wholesale operations also.

#### **8. GI General Industrial District - Purpose**

*This district is ... all manner of industrial uses, wholesale commercial and industrial storage facilities. ...permit the development of certain functions; to protect the abutting residential and commercial properties from incompatible industrial activities; to restrict the intrusion of nonrelated uses, such as residential, retail business and commercial, and to encourage the discontinuance of uses presently existing in the district, which are nonconforming by virtue of the type of use.*

All permitted uses allowed in the LI district, plus more intensive uses with greater potential for off-site impacts. The land in this district includes the Ann Arbor Dog Training Club site, which is a nonconforming use. Dog kennels and training are sometimes permitted uses in industrial districts because of the noise, odors and other off-site impacts that are not compatible with single family residential dwellings. The Commission should consider adding this as a conditional use.

#### **9. RTM Research Technology Manufacturing District - Purpose**

- (1) To provide an environment of related activities; which will encourage an increase in the productivity of business and industry.*
- (2) To encourage development of scientific, business and industrial research and technology and environmentally clean manufacturing plants in a low density, landscaped campus type environment, generally devoid of nuisance factors commonly found in standard industrial districts.*
- (3) To permit and encourage uses which support research, technology and manufacturing uses to locate within an RTM district*

The technology park district was recently reviewed by the Commission and has an appropriate mix of uses permitted.

In addition to reviewing and refining the use lists for each district, we recommend that the Commission consider adding “Other uses similar to” provisions in each zoning district.

## ARTICLE XX. - ES—ENTERPRISE SERVICE DISTRICT

### Sec. 36-562. - Purpose.

- (a) It is recognized by this chapter that the value to the public of designating certain areas of the township for a compatible mixture of business/service uses is represented in the employment opportunities to the citizens and the resultant economic benefits to the township. These uses are characterized by an insignificant amount of such nuisance factors as noise, heat, glare, and emission of air pollutants.
- (b) This district has been located within the township as a transition between US 23 or the railroad and lower intensity uses, -to permit the development of this compatible mixture of business uses, to protect the adjacent residential property against the encroachment of incompatible uses, and to lessen congestion on public streets and highways. To these ends, certain uses which would function more effectively in other districts and would interfere with these activities and the purpose of this district have been excluded. This district is intended for uses which may have a functional and/or economic relationship to commercial and industrial zoning districts but not clearly definable as either. Common points of ingress and egress between adjacent parcels are encouraged.

### Sec. 36-563. - Permitted uses.

The following building and structures, and uses of parcels, lots, buildings and structures, are permitted within this district; provided that materials and equipment to be used in the principal business and products resulting from the principal business shall be stored entirely within completely enclosed buildings:

- (1) Offices of architects, engineers, surveyors and similar professional, provided that no trucks, drilling rigs, and similar vehicles shall be stored on the premises and provided that no materials or field equipment shall be stored outdoors on the premises.
- (2) Executive, administrative, legal, accounting, insurance, real estate and similar offices at a scale that will not generate off-street parking resulting in excessive traffic generated from the use which would be incompatible with the purpose of this district.
- (3) Public buildings
- (4) Primary and secondary schools
- ~~(1) Minor automotive repair facilities.~~
- ~~(2)(5) Contractor wholesale supply when in conjunction with general retail sales of items, including electrical, plumbing, lumber, and/or garden supplies.~~
- ~~(3)(6)~~ Printing, lithographic, blueprinting and similar uses.



- ~~(4)~~(7) Equipment services, including repair; radio and television, electrical appliance shop, plumber, electrician and other similar services and trades.
- ~~(5)~~(8) Personal services, including barber shops and beauty salons, medical and dental clinics, music studios, banks and saving and loan associations (without drive-in facilities), and other similar uses.
- ~~(6)~~(9) A sign, only in accordance with the regulations specified in article XXVI of this chapter.
- ~~(7)~~(10) An accessory use, building or structure.
- ~~(8) Single family dwelling and any use, building or structure accessory thereto.~~

#### **Sec. 36-564. - Conditional uses.**

The following buildings and structures, and uses of parcels, lots, buildings and structures, are permitted subject to obtaining a conditional use permit as provided in article XXVII of this chapter:

- (1) Automotive service stations, including minor repair service.
- (2) Warehousing and material distribution centers; provided all products and materials are enclosed within a building.
- (3) Mini-storage, meeting the requirements provided in section 36-364(9).
- (4) Hospitals, nursing homes, sanitariums.
- (5) Commercial recreation facilities, including indoor theaters, bowling alleys, skating rinks, racket clubs.
- (6) A church, synagogue, cathedral, mosque, temple or other building used for public worship.
- ~~(7) A cemetery.~~
- ~~(8) Minor automotive repair facilities.~~
- ~~(9) Contractor wholesale supply when in conjunction with general retail sales of items, including electrical, plumbing, lumber, and/or garden supplies. Outdoor storage or display of products sold as part of the principal business may be permitted subject to the requirements of sections 36-701 and 36-702.~~
- ~~(10) A dwelling unit combined with an office, provided that the proprietor of the office resides in the dwelling unit.~~
- ~~(7)(11) Other uses determined by the Planning Commission to be similar to a permitted use or conditional use in sections 36-563 or 36-564.~~

#### **Sec. 36-565. - Regulations and standards.**

The following regulations shall apply in all ES—Enterprise Service Districts:

- (1) *Lot area.* No building or structure shall be established on any lot less than one acre in area, except where a lot is served with a central sanitary sewerage system, in which case there shall be provided a minimum lot area of 20,000 square feet.

(2) *Lot width.* The minimum lot width for lots served with a central sanitary sewerage system shall be 80 feet. Where a lot is not so served, the minimum lot width shall be 150 feet.

(3) *Lot coverage.* The maximum lot coverage shall not exceed 25 percent.

~~(4) *Floor area ratio.* The maximum floor area shall not exceed 60 percent of the lot area.~~

~~(45)~~ *Yard and setback requirements.*

a. *Front yard.* ~~Thirty (30) feet~~ ~~Not less than 85 feet.~~

b. *Side yards.* Least width of either yard shall not be less than ~~fifteen (15)~~ ~~20~~ feet; except in the case of a corner lot or parcel where the side yard on the road or street side shall not be less than ~~thirty (30)~~ ~~35~~ feet.

c. *Rear yard.* Not less than 35 feet.

d. The requirements in this subsection (~~54~~) shall apply to every lot, building or structure.

~~(56)~~ *Height.* Except as is otherwise provided in this chapter, no building shall exceed a height of 45 feet.

~~(67)~~ *Outdoor storage.* No outdoor storage of materials and equipment is permitted within this district. All such materials, equipment, and products for any permitted principal or conditional use within this district shall be stored entirely within completely enclosed buildings.

~~(78)~~ *Transition strips.*

a. On every lot in the district which abuts a lot in a recreation-conservation, agricultural, ~~and or~~ residential district, there shall be provided a transition strip. Such transition strip shall be not less than 15 feet in width, shall be provided along every lot line, except a front lot line, which abuts a lot in such districts, shall not be included as part of the yard required around a building or structure, and shall be improved, when said lot in this district is improved, with a screen, wall or hedge not less than four ~~(4)~~ feet nor more than eight ~~(8)~~ feet in height.

b. A use or structure on any lot in this district fronting a public road, street or right-of-way shall provide, in addition to and as an integral part of any site development on the front yard, a landscaped strip of land 20 feet or more in depth; such landscaped strip to be defined by a curb, and designed to provide access to the lot and separate off-street parking areas from the public right-of-way.

(9) *Required off-street parking.* As required in article XXV of this chapter.

(10) *Required site plan review.* As required in article XXVIII of this chapter.

(11) *Supplemental regulations.* As required in article XXIV of this chapter.

~~(12) *Single family dwellings.* Single family dwellings within the ES district must adhere to the dimensional standards in section 36-218.~~

**Northfield Township  
Non-Residential District Use Matrix**

	WLD-D	WLD-NV	WLD-W	LC	GC	HC	ES	PSC	RO	LI	GI	RTM
Accessory uses, building, or structure	P	P	P	P	P	P	P <sup>1</sup>			P <sup>2</sup>	P	
Essential services	P	P	P	P	P	P			C	P <sup>2</sup>	P	
Personal services, including barber shop and beauty salon, medical and dental clinics, music studios, banks and saving and loan associations and other similar uses.				P	P		P <sup>1</sup>	P				P
Personal services including clothing and apparel services, including laundry pickup, automatic laundry, dressmaking, millinery, tailor shop, and shoe repair shop	P	C	P	P	P							P
Personal service offices, such as accountant, attorney, and real estate offices, provided such use shall not exceed 4,000 square feet of floor area in any building				P	P							
Food services including grocery, meat market, bakery, restaurant, delicatessen and fruit market, and similar self-serve units but not including any business of a drive-in type.				P	P							
Retail services, including drug store, hardware, and gift shop, and dry goods and notions store.				P	P							
Business and professional offices	P	P	P	C	P							P
Commercial communications apparatus (Cell Towers)			C	C	C	C			C		C	P
Permanently reserved areas for outdoor seating and/or service when associated with a restaurant	P	C	P	C	C	C						
One dwelling unit within the principal building or structure for security purposes only.				C	C	C						P
Mini-warehousing				C	C	C						
Animal hospitals or clinics	C	C	C	C	C							
Restaurants serving alcoholic beverages, provided that the gross receipts thereof derived from the sale of food and other goods and services exceed 50 percent of the total gross receipts.				C	C							
Temporary outdoor sales				C	C							
Primary and secondary schools.				C								
Printing, lithographic, blueprinting, and similar uses	C	C	C		P		P <sup>1</sup>			P <sup>2</sup>	P	P
Commercial recreation facilities, including indoor theaters, bowling alleys, skating rinks, racket clubs	P	P	P		P		P <sup>1</sup>					
Equipment services, including repair, radio and television, electrical appliance shop, plumber, electrician, and other similar services and trades	P	C	P		P		P <sup>1</sup>					
Retail services, including department stores, furniture stores, appliance stores, and super markets.					P							
Showroom and sales of new automobiles, farm machinery, and other vehicle and equipment, and the display and sale of used cars, farm machinery, and other vehicles and equipment when in conjunction with a showroom and sales of new units thereof; and repair of same when in conjunction with a showroom and sales of new units thereof.					P							
Agricultural services, including machinery sales and repair establishments, and farm supply stores.					P							
Automotive service station, including minor repair services					C	P	C					P

**Northfield Township  
Non-Residential District Use Matrix**

	WLD-D	WLD-NV	WLD-W	LC	GC	HC	ES	PSC	RO	LI	GI	RTM
Contractor wholesale supply when in conjunction with general retail sales of items, including electrical, plumbing, lumber, and/or garden supplies	C	C	C		C		P <sup>1</sup>					
Contractor wholesale supply when in conjunction with general retail sales of items, including electrical, plumbing, lumber, and/or garden supplies	C	C	C		C		P <sup>1</sup>					
Minor automotive repair facilities.					C		P <sup>1</sup>					
Open air display area for the sale of manufactured products	C	C	C		C					C		
Boat sales and marinas		C	C		C							
Child care facilities.					C							P
Bowling alleys, miniature golf courses, commercial swimming pools, skating rinks.					C							
Bars or establishments principally used for the sale of beer, wine or intoxicating liquor for consumption on the premises					C							
Lots for the sale of used cars, used farm machinery, and other used vehicles and equipment, when not sold in conjunction with sales of new cars, machinery, vehicles, or equipment.					C							
Hotel, tourist home and boarding and rooming house					C							
Controlled uses as defined in section 36-710.					C							
Drive-through facilities for a use permitted in the GC district					C							
Funeral establishments, mortuary.					C							
Sexually oriented businesses					C							
Motel, hotel, restaurants.						P						
Motel, hotel, restaurants.						P						
Drive-in theater.						C						
Places of amusement, entertainment or recreation such as a dancehall, bowling alley, miniature golf, commercial swimming pool.						C						
Drive-in theater.						C						
Drive-throughs, including restaurants, banks, laundries						C						
Retail, sporting goods sales, souvenir and gift shop, public information booth.						C						
Warehousing and material distribution centers; provided all products and materials are enclosed within a building.							C			P <sup>2</sup>	P	
Hospitals, nursing homes, sanitariums	C	C	C				C					
Mini-storage							C					
Other retail stores, such as hardware, home improvements, automotive supplies, garden supplies, hobby supplies, records and tapes, musical instruments, books and stationery, pets and pet supplies, flowers, tobacco, drugs and cosmetics, greeting cards and gifts, photography equipment and services, and party supplies, including packaged beer, wine, and liquor.								P				P
Other services, such as automobile service stations, bowling alleys, theaters, and skating rinks								P				
Other services, such as automobile service stations, bowling alleys, theaters, and skating rinks								P				
Food service shops, such as restaurants, cafeterias, cocktail lounges, and ice cream shops.								P				

**Northfield Township  
Non-Residential District Use Matrix**

	WLD-D	WLD-NV	WLD-W	LC	GC	HC	ES	PSC	RO	LI	GI	RTM
Financial services.								P				
Clothing and shoe stores.								P				
Dry goods stores.								P				
Food stores, such as supermarkets, meat and fish markets, delicatessens, bakeries, dairy products, and health food stores.								P				
Furniture and appliance stores, decorating shops, and china and glassware stores.								P				
General merchandise stores, such as department stores, variety stores, and catalog store								P				
Luggage and leather goods stores.								P				
Offices, such as legal, accounting, real estate, medical and dental.								P				
Offices, such as legal, accounting, real estate, medical and dental.								P				
Single-family dwellings and any use, building, or structure accessory thereto	UP	P	UP						P			
Two-family dwellings and any use, building, or structure accessory thereto	UP	C	UP						P			
Family child care homes, adult foster care family homes, foster family homes and foster family group homes	P	P	P						P			
Home occupations	UP	P	UP						C			
Church, synagogue, cathedral, mosque, temple, or other building used for public worship	C	C	C						C			C
Group child care homes	C	C	C						C			
Public and private nursery schools, primary and secondary schools.									C			
Executive, administrative, legal, accounting, insurance, real estate and similar offices at a scale that will not generate off-street parking resulting in excessive traffic generated from the use which would be incompatible with the purpose of this district.									C			
Offices of architects, engineers, surveyors and similar professionals; provided that no trucks, drillings, rigs, and similar vehicles shall be stored on the premises and provided that no materials or field equipment shall be stored outdoors on the premises.									C			
Public and private nursery schools, primary and secondary schools.									C			
Dwelling unit combined with an office; provided that the proprietor of the office resides in the dwelling unit.									C			
Assembly of merchandise such as electrical appliances, electronic or precision instruments and articles of similar nature.										P <sup>2</sup>	P	
Landscape and lawn care businesses.										P <sup>2</sup>	P	

**Northfield Township**  
**Non-Residential District Use Matrix**

	WLD-D	WLD-NV	WLD-W	LC	GC	HC	ES	PSC	RO	LI	GI	RTM
Light manufacturing industrial uses which by the nature of the materials, equipment and processes utilized are to a considerable extent clean, quiet and free from any objectionable or dangerous nuisance or hazard, including any of the following goods or materials: drugs; jewelry; musical instruments; sporting goods; glass products; small household appliances; electronic products; printed matter; baked and dairy products; advertising displays; tents and awnings; brushes and brooms; cameras and photographic equipment and supplies; wearing apparel; leather products and luggage, but not including tanning; products from such finished materials as plastic, bone, cork, feathers, felt, fiber, paper, glass, hair, horn, rubber, shell, or yarn.										P <sup>2</sup>	P	
Manufacturing, compounding, process, or treatment of such products as bakery goods, candy, cosmetics, dairy products, food products, perfumes, pharmaceutical toiletries, and frozen food lockers.										P <sup>2</sup>	P	
Packaging of previously prepared materials, but not including the bailing of discards, old iron or other metal, wood, lumber, glass, paper, rags, cloth or other similar materials; recycling centers.										P <sup>2</sup>	P	
Research and testing facilities.										P <sup>2</sup>	P	
Bus, truck, taxi, and rail terminals	C	C	C							C		
Retail sales of items that are the same as the items sold at wholesale on the premises, or are related by use or design to such wholesale items;										C	C	
Outdoor storage of recreational vehicles										C	C	
Restaurants and cafeteria facilities for employees.										C		P
Minor or major repair of vehicles.										C		
Business/technical schools, when licensed by the state,										C		
Outdoor storage of materials and equipment to be used as part of the principal business, and products resulting from the principal business,										C		
Multiple-family dwelling and any use, building, or structure accessory thereto	UP	C	UP									
Financial services, not including a drive-through	P	P	P									
Bed and breakfast inns	P	P	P									
Medical and dental offices	P	P	P									
Restaurants, including those primarily devoted to serving alcoholic liquors 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									
Retail, including food services retail, general retail	P	C	P									
Temporary outdoor sales when conducted by a permanent business established on site	P	C	P									
Motels, hotels	P	C	P									
Outdoor commercial recreation, public or private	C	C	C									P
Public and private nursery schools, primary and secondary schools, colleges and universities	C	C	C									
Public Building	C	C	C									
Automobile or vehicle dealerships	C	C	C									

**Northfield Township  
Non-Residential District Use Matrix**

	WLD-D	WLD-NV	WLD-W	LC	GC	HC	ES	PSC	RO	LI	GI	RTM
Medical and dental clinics when associated with a hospital or nursing home (ambulatory health care facility) in which outpatient treatment for patients is provided	C	C	C									
Public and private nursery schools, primary and secondary schools, colleges and universities	C	C	C									
Research oriented and light industrial park uses	C	C	C									
Funeral establishments	C	C	C									
Drive-through as an accessory to a restaurant, financial services, or other permitted use			C									
Trucking and cartage facilities, truck and industrial equipment storage yards, repairing and washing equipment and yards											P	
Wholesale auto auctions											P	
Wholesale businesses, including warehouse and storage, commercial laundries, dry cleaning establishments, ice and cold storage plants, lumber, fuel and feed yards, automobile repair garages, construction and farm equipment sales and contractor's equipment yards.											P	
Contractor's establishment not engaging in any retail activities on the site.											P	
Manufacturing product warehousing, exchange and storage centers and yards.											P	
Manufacturing.											P	
Open industrial uses,											P	
Wholesale businesses, including warehouse and storage, commercial laundries, dry cleaning establishments, ice and cold storage plants, lumber, fuel and feed yards, automobile repair garages, construction and farm equipment sales and contractor's equipment yards.											P	
Vehicle towing services											C	
Concrete and asphalt mixing or production plants.											C	
Heat treating processes.											C	
Junkyards and inoperative vehicle storage, subject to the provisions of this chapter and also to the provisions of the current junkyard resolution.											C	
Plating shops.											C	
Vehicle towing services											C	
Commercial, office, and service uses which are located, designed, and intended to support and complement permitted principal uses which are located in an RTM district, such as the following: theaters, auditoriums and meeting facilities												P
Uses such as fire, police, and ambulance stations; technical and business schools; recreation facilities, both indoor and outdoor post office												P
Commercial, office, and service uses which are located, designed, and intended to support and complement permitted principal uses which are located in an RTM district, such as the following: office supply sales; medical and dental offices; data processing and computing centers; computer and office machine service and repair establishments												P
Transient lodging facilities												P

**Northfield Township**  
**Non-Residential District Use Matrix**

	WLD-D	WLD-NV	WLD-W	LC	GC	HC	ES	PSC	RO	LI	GI	RTM
Automated production equipment, such as robots												P
Warehousing, only for principal uses permitted and located in this district.												P
Business research, development, and testing laboratories.												P
Commercial, office, and service uses which are located, designed, and intended to support and complement permitted principal uses which are located in an RTM district, such as the following: office supply sales; medical and dental offices; data processing and computing centers; computer and office machine service and repair establishments												p
Electricity transmission and distribution lines, gas and oil pipelines, and related structures; electricity switching and step-down stations.												P
Industrial research, development, and testing laboratories.												P
Measuring, analyzing, and controlling instruments; photographic (except chemicals and sensitized materials); medical and optical goods; watches and clocks.												P
Office, computing, and accounting machinery.												P
Pharmaceutical drugs.												P
Production and processing of genetic materials.												P
Prototype or pilot processing, manufacturing, and/or assemble												P
Scientific research, development, and testing laboratories.												P
Space vehicles and parts.												P
Agricultural uses, as temporary uses prior to development of a parcel in the RTM district.												P
Power plants and water treatment plants.												P

**NOTES:**

<sup>1</sup> The materials and equipment to be used in the principal business and products resulting from the principal business shall be stored entirely within completely enclosed buildings.

<sup>2</sup> The materials and equipment to be used in the principal business and products resulting from the principal business shall be stored within a completely enclosed building. Such products, materials, and equipment may be stored outdoors if a conditional use permit therefor is obtained in accordance with this chapter (18).



# NORTHFIELD TOWNSHIP PLANNING COMMISSION

## Minutes of Regular Meeting June 15, 2016

### 1. CALL TO ORDER

The meeting was called to order by Chair Kenneth Dignan at 7:03 P.M. at 8350 Main Street.

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL AND DETERMINATION OF QUORUM

Roll call:	
Janet Chick	Present
Marlene Chockley	Absent with notice
Brad Cousino	Present
Kenneth Dignan	Present
Sam Iaquinto	Present
Larry Roman	Absent with notice
Mark Stanalajczo	Present

Also present:

**Township Manager Howard Fink**  
Assessing & Building Assistant Mary Bird  
Planning Consultant Sally Hodges, McKenna Associates  
Township engineer, Jacob Rushlow, OHM  
Recording Secretary Lisa Lemble  
Members of the Community

### 4. ADOPTION OF AGENDA

- **Motion:** Iaquinto moved, Chick supported, that the agenda be adopted as presented.  
**Motion carried 5—0 on a voice vote.**

### 5. FIRST CALL TO THE PUBLIC

David Gordon, 5558 Hellner Road, made comments about the report on the Biltmore request for amendment to the Master Plan.

### 6. CORRESPONDENCE

Dignan referred to correspondence regarding the conditional use permit request on this agenda.

### 7. REPORTS

#### 7A. Board of Trustees

Chick reported on Board actions on June 14<sup>th</sup> including planning for public input on uses of the Van Curler property.

#### 7B. ZBA

No report.

#### 7C. Staff Report

Nothing to report.

#### 7D. Planning Consultant

Hodges asked that the Planning Commission make a formal request to the Township attorney for guidance on the process for sharing the McKenna Associates report about the Biltmore Master Plan amendment request.

- **Motion:** Dignan moved, Iaquinto supported, that a written legal opinion be requested from the Township attorney with regards to the process with Biltmore Development LLC.  
**Motion carried 5—0 on a voice vote.**

### 8. PUBLIC HEARINGS

- 8A. **Case JPC160003; Living Water Lutheran Church of Whitmore Lake request for Conditional Use Permit to allow a church at 200 Barker Road in General Commercial (GC) zoning under Section 36-391(23).**

Dignan and Iaquinto recused themselves from the public hearing as members of Living Water Church. Dignan turned over the meeting to Chick.

- **Motion:** Stanalajczo moved, Chick supported, that the public hearing be opened.  
**Motion carried 3—0--2 on a voice vote, Dignan and Iaquinto abstaining.**

Brad Harrison, Pastor of Living Water Lutheran Church of Whitmore Lake, asked for approval of the requested conditional use permit (CUP). He said they are willing to be flexible and are choosing to locate downtown to show their interest in being active members of the community.

Planning consultant Sally Hodges reviewed her written report and recommended approval of the CUP subject to site plan approval.

Doug Del Favero, 8996 Main Street and Penny Armbruster, Living Water Church member, spoke in favor of the request.

- **Motion:** Stanalajczo moved, Chick supported, that the public hearing be closed.  
**Motion carried 3—0—2 on a voice vote, Dignan and Iaquinto abstaining.**

Chick returned conduct of the meeting to Dignan.

## 9. OLD BUSINESS

- 9A. Case #JPC160001; Applicant, Northfield Township; Request for Conditional Use Permit to allow a Wireless Communication Facility (Cellular Telephone Tower) for New Par dba Verizon Wireless; Location: Fire Station #2, 2727 E. North Territorial Road; Parcel 02-27-100-003; Zoned AR.

Jonathan Crane, civil engineer and attorney, appeared on behalf of Verizon Wireless. He noted that they have changed their proposal to increase the height to 150 ft. and move it west on the site so it will be hidden behind trees.

Planning consultant Hodges referred to her report of June 9, 2016, and noted that per the zoning ordinance since this tower is within two miles of another tower the Planning Commission can approve it as long as enhancements are included. She recommended approval of the Conditional Use Permit with three conditions:

- The PCs Concurrence and communication that the significant additional landscaping proposed along the two Fire Station driveways and at the corners of the Fire Station building allows the tower installation to be considered exceptional design and a positive environmental feature sufficient to allow for the placement of this monopole less than 2 miles from 2 other existing towers.
- The addition of evergreen trees on the west side of the fenced in area.
- Site plan approval.

She also recommend approval of site plan subject to:

- Approval of CUP by Township Board.
- Increasing the number of junipers in the noted location to reduce the spacing to 5 feet apart.
- Notation that light fixtures on the equipment shelter will be used only when servicing the equipment.
- Approval of the Township engineer and all agencies with jurisdiction.

- **Motion:** Dignan moved, Stanalajczo supported, that the Planning Commission recommend approval of the Conditional Use for the proposed monopole to the Township Board of Trustees with the three conditions outlined on page 6 of the planner's communication dated June 8, 2016.  
**Motion carried 5—0 on a roll call vote.**

- **Motion:** Dignan moved, Chick supported, that the Planning Commission grant site plan approval of the proposed monopole to the Township Board of Trustees with the four conditions outlined on page 6 on the planner's communication dated June 9, 2016, which includes approval of the Conditional Use Permit.  
**Motion carried 5—0 on a roll call vote.**

## 10. OLD BUSINESS

- 10A. Case JPC160003; Living Water Lutheran Church of Whitmore Lake request for Conditional Use Permit to allow a church at 200 Barker Road in General Commercial (GC) zoning under Section 36-391(23).

Dignan and Iaquinto recused themselves from the public hearing as he is a member of Living Water Church. Dignan turned over the meeting to Chick.

- **Motion:** Chick moved, Stanalajczo supported, to recommend approval to the Township Board of the request in Case JPC160003 by Living Water Lutheran Church of Whitmore Lake, 200 Barker Road, Parcel B-02-06-105-025, for Conditional Use Permit to allow an approximately 7,200 sq. ft. church under Section 36-391(23), in General Commercial (GC) zoning, conditioned upon site plan approval.

Township planning consultant Hodges referred to her written report and recommended approval of the conditional use permit and the site plan. Township engineer Jacob Rushlow also recommended approval of the CUP and site plan. In answer to questions Rushlow and Hodges said most of their concerns about the site plan were related to parking, and that has been resolved by submittal of proof of the use of additional parking at 175 Barker Road. Hodges noted the zoning ordinance allows church to provide up to 50% of their parking off-site within 300 feet.

**Motion carried 3—0—2 on a roll call vote, Dignan and Iaquinto abstaining.**

Hodges listed additional minor site plan concerns which she said can be addressed administratively.

- **Motion:** Stanalajczo moved, Chick supported, to approve the site plan for Living Water Lutheran Church at 200 Barker Road, Parcel B-02-06-105-025, with the conditions as discussed tonight and presented in our planner's letter dated June 8, 2016, and approval of the Fire Marshall for fire suppression. **Motion carried 3—0—2 on a roll call vote, Dignan and Iaquinto abstaining.**

Chick returned conduct of the meeting to Dignan.

**10B. Discussion of 2016 Goals & Objectives.**

Lakeside Community Park, Main Street, Business-oriented zonings, and what the Planning Commission can do to make it more attractive for prospective businesses, including Main Street concepts.

Planning consultant Hodges reviewed the Commission's top goals and objectives for the year. She recommended that the Commission undertake a review of the zoning ordinance districts and what uses should be allowed in them, review the effect of zoning ordinance requirements on downtown businesses, and consider a land use analysis of the Master Plan to determine what a buildout might look like.

Commissioners, Fink, and Hodges discussed the considerable changes already made to the zoning ordinance in recent years, what makes downtowns successful, why the desired improvements in the Northfield Township downtown area has not occurred, and the need to compare the downtown ordinances to current market forces.

**11. MINUTES**

- **Motion:** Stanalajczo moved, Iaquinto supported, that the minutes of the May 18, 2016, regular meeting be approved as presented, and to dispense with the reading. **Motion carried 5—0 on a voice vote.**

**12. POLICY REVIEW AND DISCUSSION**

None.

**13. SECOND CALL TO THE PUBLIC**

Doug Del Favero thanked the Commission for approving the Living Water Church proposal. Pastor Harrison said the church would like to work on developing additional parking for the church and the community without creating additional paved area. Craig Warburton, 450 W. Joy Road, questioned the procedures for approving the church proposal.

**14. COMMENTS FROM THE COMMISSIONERS**

Commissioners asked everyone to remember those serving in uniform, noted that a representative from Arvin Sango gave high praise to the Township staff for their help with their project, pointed out that public input can be given on the Township website regarding the Van Curler property, and invited the public to several events (carnival at the school on June 28<sup>th</sup>, Kiwanis Run and Fireworks on July 2<sup>nd</sup>, Parade of Lights on the evening of July 3<sup>rd</sup>, and the parade on July 4<sup>th</sup>).

**15. ANNOUNCEMENT OF NEXT MEETING**

**June 29, 2016**, at 7:00 P.M. at the Public Safety Building was announced as the next Commission meeting time and location.

**16. ADJOURNMENT**

- **Motion:** Iaquinto moved, Chick supported, that the meeting be adjourned.  
**Motion carried 5—0 on a voice vote.**

The meeting was adjourned at 8:21 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 \_\_\_\_\_, 2016.

\_\_\_\_\_  
Kenneth Dignan, Chair

\_\_\_\_\_  
Mark Stanalajczo, Secretary

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