

**NORTHFIELD TOWNSHIP
PLANNING COMMISSION
Minutes of Regular Meeting
April 17, 2019**

1. CALL TO ORDER

The meeting was called to order by Chair Roman at 7:04 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
Members of the Community

4. ADOPTION OF AGENDA

- ▶ **Motion:** Roman moved, Iaquinto supported, that the agenda be adopted as presented.
Motion carried 6—0 on a voice vote.

5. FIRST CALL TO THE PUBLIC

No comments.

6. CLARIFICATIONS FROM THE COMMISSION

None.

7. CORRESPONDENCE

Salem Township Master Plan Public Hearing.
Commissioners acknowledged that they each received a copy of this plan.

8. PUBLIC HEARINGS

None.

9. REPORTS

9A. Board of Trustees

Chick reported that on April 9th the Board announced the Township received a \$91,000 grant for Community Center improvements, they reaffirmed the sign ordinance, they approved the sale of two fire trucks and auctioning of excess Fire Department equipment, they approved replacement of WWTP plant equipment, and they discussed the first draft of the budget. She also reported that the Board briefly discussed the draft marijuana ordinance and directed the Township attorney to draft two resolutions to either opt out or to extend the sunset clause, and they set a joint meeting with the Planning Commission for April 23rd.

9B. ZBA

Has not met.

9C. Staff Report

Nothing to report.

9D. Planning Consultant

Lippens reported that the proposed catering use of the former Mickey's Pizza site requires a conditional use permit. He said he will process that request as soon as possible, noting that it requires a public hearing.

9E. Parks and Recreation

Iaquinto reported community garden spots (53 plots, including 10 raised beds) are available for \$10, they are building picnic tables and BBQ pits for the North Village community park. He invited the public to their next meeting on April 18th.

9F. Downtown Planning Group

Nothing to report.

10. UNFINISHED BUSINESS

None.

11. NEW BUSINESS

11A. Update Zoning Ordinance Revision Project Tasks.

Lippens made recommendations for updating the schedule. He and the Board discussed possible schedules for including updates if necessitated by adoption of a marijuana ordinance. They also discussed the administrative process involved in

setting Planning Commission agendas. It was noted that any direction to the Planning Commission must come from the full Board, not just one member, and it was agreed that it would be helpful to Commissioners to have information regarding requests from the Board or any other entity in writing prior to the Commission starting its work.

Lippens said the earliest public hearing date possible for the Master Plan is May 15th. Roman asked for an updated Master Plan schedule to be provided to Commissioners by the next meeting.

Lippens said staff has been working on the Development Procedures Packet, and he suggested reviewing it at the May 1st meeting.

**11B. Zoning Administrator Quarterly Report
1/1/19 - 3/31/19**

Lippens briefly reviewed the report from Zoning Administrator Vidya Krishnan dated April 9th. He noted 10 zoning compliance applications were approved and one denied, and one administrative site plan approval was granted. He said enforcement action regarding a landscaping business on North Territorial is ongoing with a new owner of the business.

Roman thanked Krishnan for her complete report.

12. MINUTES

- ▶ **Motion:** Roman moved, Iaquinto supported, that the minutes of the March 20, 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

No comments.

14. COMMENTS FROM THE COMMISSIONERS

Chick thanked Commissioners for the work they did over four months on the marijuana ordinance, noting she is extremely disappointed with the Township Board's treatment of it at their April 9th meeting. Roman agreed and read a statement noting the Commission took on the assignment given to it by the Board without additional instructions, and it is now time for the Board to conduct its review of the proposal; therefore, the proposed April 23rd joint meeting is unnecessary. Iaquinto agreed with Roman's statement and added that regardless of personal feelings about marijuana businesses in the Township, the Commission diligently performed the work it was tasked with.

15. ANNOUNCEMENT OF NEXT MEETING

May 1, 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 7:51 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 _____, 2019.

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/>