

**NORTHFIELD TOWNSHIP  
PLANNING COMMISSION  
Minutes of Regular Meeting  
March 16, 2016**

**1. CALL TO ORDER**

The meeting was called to order by Chair Kenneth Dignan 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
Marlene Chockley	Present
Brad Cousino	Absent with notice
Kenneth Dignan	Present
Sam Iaquinto	Present
Larry Roman	Present
Mark Stanalajczo	Present (arrived at 7:04 P.M.)

Also present:

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

**4. APPROVAL OF AGENDA**

Dignan asked that 12A be removed from the agenda.

- ▶ **Motion:** Roman moved, Iaquinto supported, that the agenda be adopted as amended.  
**Motion carried 4—0 on a voice vote.**

[Stanalajczo arrived at this point].

**5. FIRST CALL TO THE PUBLIC**

**Community Survey.** David Gordon, 5558 Hellner Road, objected to this survey being done because it is in response to a developer request to change the Master Plan, it is an unnecessary expense, and the Township has not paid attention to the results of past surveys.

**6. CORRESPONDENCE**

None.

**7. REPORTS**

**7A. Board of Trustees**

No report.

**7B. ZBA**

The ZBA will meet next week.

**7C. Staff Report**

Advertising regarding by-laws will be done shortly.

**7D. Planning Consultant**

Nothing to report.

**8. PUBLIC HEARINGS**

None.

**9. OLD BUSINESS**

**9A. Citizen Survey: Cobalt Survey Presentation.**

William SaintAmour of Cobalt Community Research referred to the survey draft distributed earlier in the day. Commissioners reviewed past work done on the survey, what the purpose is, and whether to continue work on it at this point or to wait until some future point in the Master Plan revision process. They also asked SaintAmour questions about developing survey questions and the survey overall. Hodges said it is important for the public to know what benefit they will receive from participating in the survey to preserve public trust in the Commission's work. There was general agreement that the six-page draft was too long and that the Commission would not pursue developing it further at this point.

- ▶ **Motion:** Iaquinto moved, Stanalajczo supported, that the Planning Commission recommends to the Township Board of Northfield Township to extend the contract with Cobalt Community Research for one year and freeze the price structure.  
**Motion carried 5—0 on a roll call vote.**

**9B. Proposed Zoning Ordinance Amendments: Churches.**

Dignan and Iaquinto recused themselves from this discussion due to a conflict of interest. Hodges noted that a quorum still exists so discussion and voting can

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take place among the three remaining members present.

Hodges said the only action she is asking the Commission to take at this meeting is to schedule a public hearing. The Commission briefly discussed the proposed changes, in particular whether assembly uses, including churches, should be allowed by right or by conditional use in the RTM district.

- ▶ **Motion:** Stanalajczo moved, Roman supported, that a public hearing for the purpose of amending the sections in the letter dated March 9, 2016, from the Township planning consultant with the amended sections and wordings as presented.  
**Motion carried 3—0—2 on a voice vote.**

### 10. NEW BUSINESS

None.

### 11. MINUTES

**December 2 and December 16, 2015, Regular Meetings.** Dignan said per State statute minutes are approved automatically if not acted upon at the next meeting.

#### March 2, 2016, Regular Meeting

- ▶ **Motion:** Iaquinto moved, Dignan supported, that the minutes of the March 2, 2016, regular meeting be

approved as corrected, and to dispense with the reading. **Motion carried 5—0 on a voice vote.**

### 12. POLICY REVIEW AND DISCUSSION

**A. Continuing Discussion on Goals and Objectives for 2016.** Removed from the agenda.

### 13. SECOND CALL TO THE PUBLIC

No comments.

### 14. COMMENTS FROM THE COMMISSIONERS

Roman said the current survey draft should have been included in the Commission packet for this meeting to allow everyone to be prepared for the discussion.

### 15. ANNOUNCEMENT OF NEXT MEETING

**April 6, 2015**, 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 5—0 on a voice vote.**

The meeting was adjourned at 7:52 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 April 6, 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/>