

**NORTHFIELD TOWNSHIP  
PLANNING COMMISSION  
LIVEMINUTES OF REGULAR MEETING  
August 19, 2015**

**1. CALL TO ORDER**

The meeting was called to order by Chair Marlene Chockley at 7:07 P.M. at 8350 Main Street.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL AND DETERMINATION OF QUORUM**

Roll call:

Janet Chick Present Marlene Chockley |PreSent Brad Cousino Present Kenneth Dignan Absent with notice Sam Iaquinto Present Larry Roman Present Mark Stanalajczo Present

Also present: Township Manager Howard Fink Mary Bird, Assessing & Building Assistant Recording Secretary Lisa Lemble Members of the Community

► Motion: Iaquinto moved that the meeting be moved to the air conditioned first floor. Motion died for lack of second.

**4. APPROVAL OF AGENDA**

► Motion: Roman moved, Chick supported, that the agenda be adopted as presented. Motion carried 6-0 on a voice vote.

**5. CALL TO THE PUBLIC**

No Comments.

**6. CORRESPONDENCE**

Chockley called attention to a letter from GYOA Trucking listing materials to be stored on-site.

**7. REPORTS**

7A. Board of Trustees Chick reported the Board has not met since the last Planning Commission meeting.

7B. ZBA No report.

7C. Staff Report Nothing to report.

7D. Planning Consultant Fink reported that it is likely the Township Board will approve the contract with the new planning consulting firm at their meeting next Tuesday.

**8. PUBLIC HEARINGS**

**9. OLD BUSINESS**

**9A. Discussion of the Green Infrastructure Survey.**

Kris Olssen of the Huron River Watershed Council (HRWC)

Olssen referred to information from the discussion at the May 20<sup>th</sup> Commission meeting when she introduced the survey, and presented the full-sized Northfield Township Green Infrastructure Planning Map which the HRWC had prepared. She then reviewed the "Next Steps: Community Planning for Green Infrastructure" document, including recommended changes for the Township's zoning ordinance and Master Plan.

Chick asked whether Olssen felt she was getting input from people from all parts of the Township during the workshop session. Chockley said it seemed there were certainly people from the eastern and southwestern areas because they made comments on the Township map in those areas.

Chockley said it is interesting to see from the map how much land is already designated as Recreation Conservation district. She asked about natural areas upstream of lakes. Olssen said they prepared a Horseshoe Creek report which refers to the problem of phosphorus runoff into the creek, and said there are ways farmers and residents can help control this, including using fertilizers with less phosphorus and leaving vegetation buffers near rivers and lakes.

Olssen said if the Planning Commission would find it useful she could review the Township's zoning ordinance and Master Plan to make specific recommendations for revisions to incorporate the ideas and information from the study. It was agreed she should do this. Olssen said she can have this review done in 2-3 weeks.

Chockley asked about wellhead protection information on the County's website. Olssen said these are essentially watershed protection areas for wellheads to help prevent pollutants from getting into the water supply through wellheads, and this type of information could be included in the Township's Master Plan.

**10. NEW BUSINESS**

None.

## 11.MINUTES

### August 5, 2015 Regular Meeting

Chockley corrected one name under Correspondence.

► Motion: Iaquinto moved, Chick supported, that the minutes of the August 5, 2015, regular meeting be approved as corrected, and to dispense with the reading. Motion carried 6-0 on a voice vote.

### 12.POLICY REVIEW AND DISCUSSION

Planning Commission Minutes Discussion. Chockley noted the Commission's by-laws are essentially silent on the issue of the format meeting minutes should take. Recommendations from the Michigan Townships Association and the MSU Extension Service were discussed. Fink said while he agrees that a great amount of detail about the discussion at meetings should not be included, there should be enough information to support the actions taken.

After discussion it was agreed to follow the format used by the Township Board. It was also agreed that the planning consultant be charged with preparing draft motions which can be edited or augmented by Commissioners based on meeting deliberations.

Stanalajczo said he would like the Planning Commission's by-laws amended to state that the minutes should take the format adopted by the Township Board. Chockley suggested that he draft language to that effect for the Commission to consider.

### 13.CALL TO THE PUBLIC

Craig Warburton, 450 W. Joy Road, commented on the format of minutes and the objected to the plan to revise the Master Plan.

### 14.COMMENTS FROM THE COMMISSIONERS

No comments.

### 15.ANNOUNCEMENT OF NEXT MEETING

Chockley noted no applications have been submitted for the next agenda.

► Motion: Stanalajczo moved, Iaquinto supported, that the September 2, 2015, meeting be canceled. Motion carried 6-0 on a voice vote.

September 16, 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: Iaquinto moved, Chick supported, that the meeting be adjourned. Motion carried 6-0 on a voice vote.

The meeting was adjourned at 8:00 P.M.

Prepared by Lisa Lemble.

Corrections to the originally issued minutes are indicated

Wording removed is stricken-through; Wording added is underlined.

Adopted on 2015.

as follows:

Marlene Chockley, Chair

Mark Stanalajczo, Secretary