

Hopkins Township Planning Commission  
Minutes Regular Meeting 10/22/2013

Planning Commission Members: Chair Lori Castello; Mark Forbes; Tadd Heft; Mike Timmer; Chuck Wamhoff; Fred Morley

Members Present: Lori Castello; Mark Forbes; Tadd Heft; Mike Timmer; Chuck Wamhoff; Fred Morley

Location: Hopkins Township Hall

- + Commission attendance noted above.
- + Township Attorney John Lohrstorfer in attendance
- + Zoning Administrator Kirk Scharphorn in attendance
- + See Meeting Roster for public attendance

**Agenda**

7:00- Call to Order/Pledge of Allegiance

1. Review and approve Agenda
2. Public Hearing: Special Use Permit- Jijak Foundation
3. Public Hearing- Home Occupation and related Ordinance Amendments
4. Site Plan Review- Jijak Foundation
5. Site Plan Review- Arnsman
6. Review and approve minutes
7. Old Business:
  - a. Continued work on Future Land Use Plan
    - i. Set upcoming work sessions: \_\_\_\_\_
8. Guest Comment
9. Public Comment
10. New Business:
  - a. New PC member interviews: Set Date (before 11/14)\_\_\_\_\_
  - b. Any other such business that should come before the Planning Commission
11. Board comment
12. Public comment

Adjourn

Next Meeting to be held per tonight's determination.

Call to Order: 7:00 PM

**Agenda Items**

**Review and approve Agenda.** The Agenda was previously emailed to commissioners and was briefly reviewed.

**MOTION:** A motion was made to accept the Agenda as presented. This motion was approved.

**Public Hearing: Special Use Permit-Jijak Foundation (Foundation).** The Executive Director of the Foundation began discussion of this item with information contained in the document "Jijak Foundation Campus, Narrative Description of Facility Use, October, 2013" (Narrative). The Narrative is made part of this meeting's minutes by reference.

Discussion also included: the Foundation is non-profit 501c3; purpose of the Foundation is education of the Gun Lake Tribe and the local community in traditional culture, outdoor and

environmental education; neighbors are supportive; camping arrangements; annual Powwow attendance estimated at 1200 to 1500 and would be a Saturday and Sunday; camp meetings have been held with about 70 in attendance; trail improvements; new lighting; amphitheater capacity 700; Foundation personnel have met with Hopkins Public schools to discuss educational possibilities including agricultural education involving heirloom seeds; the Foundation wants to partnership with the community; work with local public safety on entrance and egress and fire protection; surfacing of access roads and parking lots; hours of operation vary; septic tank and tile field will be checked by engineer; upgrading wells and electrical systems; large events will be handled with portable facilities, portable shower units and porta-jons for example; large event, Pottawatomie Gathering (Gathering), realistically estimated at 2000 to 3000 attendance; the first Gathering for the Gun Lake Tribe will be August 4 to August 10, 2014; local hotels will be utilized for attendees at the Gathering, with some key personnel on site; there is not significant surface water drainage to contend with.

Hopkins Township Zoning Ordinance, R-2 Zoning District, Chapter VII, Use Regulations, Section 7.02 (d) uses are "Parks, playgrounds, community centers, governmental, administration, or service buildings which are owned and operated by a governmental agency or a non commercial organization when authorized as a special use by the Planning Commission." Standards are listed for consideration in approving the special use. The Findings of Fact for these standards are as follows:

1. Cultural, outdoor and environmental educational opportunities provided to those in the community.
2. As presented, buildings will have no adverse impacts to adjoining properties.
3. Ongoing events will be relatively small. Larger events will be rare with no adverse impacts anticipated.
4. Potential traffic congestion has been addressed in the Site Plan presented with improvements to service roads including emergency vehicle provisions.
5. Parking facilities and planning to manage parking are addressed in the Site Plan.
6. Neighbors are in support of the proposed uses and no adverse impacts to the neighborhood are expected.

Hopkins Township Zoning Ordinance, Chapter XII-B, lists General Standards for making decisions on Special Use Permits. These Standards were considered in dealing with this Special Use Permit for the Jijak Foundation and were found to be met.

1. Be compatible with adjacent uses of land;
2. Be consistent with and promote the intent and purposes of this Ordinance;
3. Be compatible with the natural environment
4. Be consistent with the capacities of public services and facilities affected by the proposed use; and
5. Protect the public health, safety and welfare.

**MOTION:** A motion was made and supported to approve the request for the Special Use Permit for the Jijak Foundation as presented. The following conditions are made part of this motion:

1. Approvals of Allegan County Health Department for potable water supply and septic tank and tile field, including any needed permits;
2. All buildings meet building code;
3. Local emergency authority approval;
4. Lighting not adversely affect adjacent properties or public roads;
5. Amphitheater to be used for educational, charitable, cultural or other non commercial uses.

6. Approval based on written and oral material presented at this meeting. Additional activities, including building expansions will need additional approval.
7. This Special Use is subject to annual review, including any issues with sound generated in performances in the amphitheater. Hopkins Township reserves the right to waive the annual review.

This motion was approved.

**Site Plan Review- Jijak Foundation.** Much of the Site Plan review issues had been discussed with the Special Use Permit. Site Plan review included discussion of: lighting; parking including handicap parking and mowed hayfield in the northeast part of the property; signage; emergency management planning, including structures; property edge trail labeling; input from local emergency authority; paving trails; the drawing titled "Site Plan of: Jijak Foundation Campus" is made part of these meeting minutes by reference.

**MOTION:** A motion was made and supported to approve the Site Plan for the Jijak Foundation with the following conditions:

1. Signs approved by the Zoning Administrator;
2. All buildings meet building code;
3. Barrier free parking spaces in place near the main offices;
4. Department of Environmental Quality and Allegan County Health Department approvals, including any needed permits;
5. Emergency Management Plan in place;
6. Signage along trails to indicate property boundaries;
7. For special/large events the mowed hayfield on the northeast part of the property is sufficient for parking;
8. Asphalt millings for surfaces of parking areas near main offices are acceptable;
9. Paving of trails is approved if the choice is made to do this in the future.

This motion was approved.

**Site Plan Review- Arnsmann.** Discussion included: this used car lot will have five to 10 cars for sale; this site is a short way down the road from a previously approved site; there is no zoning change; business hours will be 8AM to 6 PM Monday through Friday and 12PM to 4PM Saturday; no floor drains in building, no cars washed inside; no car repairs at this location;

**MOTION:** A motion was made and supported to approve this Site Plan with the following conditions:

1. The building shall meet commercial code, inspected and approved;
2. Parking lot upgraded with asphalt millings;
3. Handicap parking space;
4. Sign to meet Township Sign Ordinance;
5. Business hours 8:00 AM to 6:00 PM Monday through Friday and 12:00 PM to 4:00 PM Saturday;
6. Landscaping maintained as is;
7. Detailing only on site, no repairs;
8. No cars washed inside;

This motion was approved.

**Public Hearing- Home Occupation and related Ordinance Amendments.** Zoning Administrator handed out packet of information containing change in the Ordinance. We have spent much time on this. This was briefly discussed.

**MOTION:** A motion was made and supported to approve this proposed Ordinance and forward it to Hopkins Township Board for their action. This motion was approved.

**Review and approve minutes.** Minutes of the October 1, 2013 had been previously emailed to commissioners. These were briefly discussed. An addition to the conditions in the motion to approve the Site Plan submitted by Miedema Recovery & Sales for the use of the rezoned Stamm property.

**MOTION:** A motion was made and supported to approve the minutes of the October 1, 2013 meeting as amended with this added condition to the approval of the Site Plan submitted by Miedema Recovery & Sales for the use of the rezoned Stamm property. ADDED CONDITION: No dismantled machinery shall be stored outdoors. This motion was approved.

**New PC member interviews.** We will meet November 5, 2013 at 7 PM, to interview prospective Planning Commission candidates.

**Future Land Use Plan.** We will meet November 19, 2013 at 7 PM to deal with the continuing review of the Master Plan and deal with a Special Use Permit for an Outdoor, Ag Marriage facility.

**MOTION:** A motion was made to adjourn at 9:35 PM. This motion was approved.

Submitted by:

Fred Morley, Secretary  
Hopkins Township Planning Commission

Minutes approved: