

Hopkins Township Planning Commission
Minutes Regular Meeting 4/26/2016

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

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

Meeting Called to Order at 7:00 PM

Meeting Adjourned at 7:48 PM

Location: Hopkins Township Hall

- + Commission attendance noted above.
- + Mark Evans, Township Supervisor, present.
- + Kirk Scharphorn, Zoning Administrator, present.

Agenda

1. Presentation and Adoption of Agenda
2. Review and Approval of Minutes from Previous Meeting
3. Public Comment
4. Old Business
 - a. Review draft for the salvage yard ordinance.
 - b. Consider any feedback from neighboring townships in regards to our proposed Master Plan.
 - c. Review minutes/drafts of past work sessions with wind turbines.
5. New Business
 - a. Agenda for public hearing.
 - b. Copies of township ordinances for commission members.
 - c. Township website updated.
6. Commission Comments
7. Next Meeting date set for May 24, 2016 7:00 PM. – Public Hearing
8. Adjourn

Agenda: Presented and Adopted. Add item to Old Business for discussion. “4d. Engineering requirements for Wireless Communication Tower Setbacks.”

MOTION: **A motion was made and supported to approve the agenda as amended. Motion was approved.**

Minutes of Previous Meeting: The minutes of the March 22, 2016 meeting were previously emailed to commissioners and briefly discussed.

MOTION: **A motion was made and supported to approve the minutes of the March 22, 2016 meeting. Motion was approved.**

Public Comment: Ken Rutgers was introduced as our next Planning Commission member. Welcome Ken!

4. Old Business:

4a. Review draft of proposed Salvage Yard Ordinance: Proposed language covers: Setbacks; Screening; Surfacing; Regulated Activities; Permits; Stacking; and Special Use requirements. Additionally, Site Plan Review requirements, Ordinance Chapter XII-D. (15.445) must be met. Drainage and storm water shall be addressed in the presentation for Site Plan Review. Changes in the language will be made for a Public Hearing on May 24, 2016.

4b. Feedback on Master Plan from Other Jurisdictions: No feedback has been received.

4c. Review minutes/drafts of past work with wind turbines: Previously the Planning Commission had developed a “Proposed Wind Energy System Ordinance” and forward it to the Hopkins Township Board (Board) for their consideration. This proposed ordinance is on the Township web site under Planning Commission. The Board had some questions on this proposed ordinance and was not pursued by the Commission. We plan to further develop a Wind Energy Ordinance. Zoning Administer Scharphorn reported that there has been some testing of towers in Gun Plain and Martin Townships.

4d. Engineering requirements for Wireless Communication Tower Setbacks: There has been some question about how we should define the “Fall Zone” for these towers. Other Townships’ ordinances provide that a tower “... shall not be closer to a property line than its height, unless a lesser setback is permitted by the Planning Commission based on documentation from the applicant ...”. Our ordinance, 21.007 Sec.12.24 Setbacks., states that “Towers must be set back a distance equal to at least one hundred percent (100%) of the height of the tower from any adjoining lot line.” We will add after “...any adjoining lot line, **‘unless a lesser setback is permitted by the Planning Commission based on documentation provided by the applicant in the form of sealed engineered plans that indicate a lesser setback will not create a hazard to adjoining properties or roadways.’**” We will take this change in the Ordinance to a Public Hearing May 24, 2016.

5. New Business:

5a. Agenda for Public Hearing (May 24, 2016): We will have a full meeting, but without going into a lot of detail on subjects like Wind Energy.

5b. Copies of Township Ordinances for Commission Members: American Legal Publishing Corporation is compiling our Ordinances. They have some questions on notations, etc. The Ordinances are on the Township website but there are some issues. Township Supervisor Evans and Zoning Administrator Scharphorn will get together on the reprint of the Ordinances.

5c. Township website update: Updates need to go through the Township Clerk. There needs to be confirmation of additions, updates and changes to the website.

6. Commission Comments: There was brief discussion of past zoning changes to parcels in Section 1.

General Discussion: Blight Ordinance enforcement is coming along. An owner had agreed to a cleanup by April 15. Under a judge’s order, if the site was not cleaned up, a contractor may be hired by the Township to do the cleanup. Another owner had agreed to remove a temporary second dwelling from a parcel when certain criteria were met. This needs followup.

MOTION: At 7:48 PM a motion was made and supported to adjourn. This motion was approved.

Submitted by:

Fred Morley, Secretary
Hopkins Township Planning Commission

Minutes approved: