Hopkins Township Planning Commission

Minutes Regular Meeting 7/22/2014

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

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

Meeting Called to Order at: 7:00 PM Meeting Adjourned at: 9:00 PM

# Location: Hopkins Township Hall

+ Commission attendance noted above.

+ Zoning Administrator Kirk Scharphorn in attendance

* The pledge of allegiance was recited.
* Presentation and Adoption of Agenda. A training item was added to the agenda.

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

**Agenda**

1. Presentation and Adoption of Agenda
2. Review and Adoption of Minutes from previous meetings
3. Public Comment
4. New Business
	1. Public Hearing- Centennial Barn- petition to amend SUP to include tent use with outdoor music
5. Old Business:
	1. Continued work on Township Future Land Use Plan
6. Commissioners’ Comments
7. Public Comment
8. Next Meeting Date:
9. Adjourn
* Review and Adoption of Minutes from previous meetings. The minutes of the June 24, 2014 meeting were handed out. These minutes were reviewed. The minutes of the May27, 2014 meeting had previously been emailed to commissioners.

**MOTION:** A motion was made and supported to approve the minutes of the June 24, 2014 and the May 27, 2014 meetings. This motion was approved.

* Public Hearing- Centennial Barn- petition to amend SUP to include tent use with outdoor music. A Special Use Permit (SUP) was previously issued for this operation. Petitioners want to use a tent to increase the number of guests that may be accommodated. They intend to have music in the tent in addition to the barn. The tent would be taken down and returned to the facility where it was rented by Monday following a Saturday evening event.

In addition to the tent use amending the SUP and Site Plan, there are other issues that need to be addressed. In general, activities that will take place and facilities that will be used need to be in the SUP and/or the Site Plan. If an operation, activity or facility is not in the SUP or in the approved Site Plan it is not authorized. Care must be taken to include what is going to take place. The SUP runs with the land.

Points of discussion included the furnishing alcohol, specifically beer and wine; the motor home on site; days and hours of operation; building occupancy; preliminary review; the use of the house; the outdoor chapel; future phase; tent location included on Site Plan; parking and pedestrian traffic; revised Site Plan. Other points have been previously discussed.

The bottom line is that the Site Plan and the plan of operation must be complete. Operations taking place now and proposed operations must be in the plan of operation. Facilities that are on site now and anticipated facilities must be in the Site Plan. If an operation is not in the SUP it is not authorized. If a facility is not on the Site Plan it is not authorized. Petitioner and this Commission must be looking at the same document.

A hearing on this SUP will be on the agenda at the meeting scheduled for August 26, 2014.

Hearing concluded at 8:30 PM.

* Training. There is a training session on the Generally Accepted Agricultural Management Practices (GAAMPS) at Western Michigan University on July 31, 2014. See brochure.
* Continued work on Township Future Land Use Plan. We have been updating our “Master Plan” (Plan) for some time. We are working on updating the descriptions of the planned uses section by section, page 60 in the present Plan. We have completed through section 11. Starting with section 12, we made the following changes.
	+ Section 12: Change GRT to R3.
	+ Sections 13 thru 16 and the east ½ of 17: No changes.
	+ West ½ of section 17: Change RO to R1.
	+ Section 18: Change RO to R1; change Village Expansion Sub-area and VE Sub-area to R3.
	+ Section 20: Change VE sub area to R3.
	+ Sections 21 and 22: No change.
* Next Meeting Date. We will meet on July 29, 2014 and continue to update this part of the Plan. .

**MOTION:** A motion was made and supported to adjourn at 9:00 PM. This motion was approved.

Submitted by:

Fred Morley, Secretary

Hopkins Township Planning Commission Minutes approved