

Hopkins Township Planning Commission
Special Meeting Minutes 9/26/2017

Planning Commission Members: Chair Mark Forbes; Tadd Heft; Ken Rutgers; Mike Timmer; Chuck Wamhoff; Steve Wamhoff; Fred Morley

Members Present: Mark Forbes; Tadd Heft; Ken Rutgers; Mike Timmer; Fred Morley

Meeting Called to Order at: 7:00 PM Meeting Adjourned at: 8:00 PM Location: Hopkins Township Hall

- + Commission attendance noted above.
- + Kirk Scharphorn, Zoning Administrator present.
- + Lori Castello, Zoning Administrator present.

1. **Adoption of Agenda:** The agenda was briefly discussed.

MOTION: A motion was made and supported to approve the agenda with the addition under New Business of Item 4.b. New Planning Commission Secretary. This motion was approved.

2. **Review and Approval of Minutes from previous meetings:** There were no minutes to approve.
3. **Public Comment:** There was no Public Comment.
4. **New Business, Public Hearing, Scott Pavlak, Home Occupation Special Use Permit (SUP):** The petitioner has submitted an application for a SUP to operate a Contractor Yard as a Type B Home Occupation. The Township Zoning Administrator has presented a Memorandum describing the property and applicable portions of our Zoning Ordinance. Discussion included: Contractor Yard is not included in Home Occupation part of the Ordinance; change zoning; change ordinance; how do other jurisdictions handle Contractor Yard? Contractor Yard in Ag Zone? we need to stick to the Ordinance; Site Plan appears to have added facilities; original intent was to have Home Occupation in the house but now beyond four walls; Industrial Zone lists Contractor Yard; small Home Occupations can grow and become problem; we will exceed our authority if we approved the SUP.

MOTION: A motion was made and supported to table Scott Pavlak's application for a Special Use Permit to operate a Contractor Yard and return his check to him. This motion was approved.

Scott Pavlak's check was in fact returned to him.

We will need to address this Special Use Permit application and related issues in the future.

4. **New Business, New Planning Commission Secretary:** Our present secretary resigned from this position. It was noted that other jurisdictions have paid secretaries for boards and commissions. The idea of a paid secretary will be taken to the Township Board.
5. **Old Business, Amicus Brief:** The Planning Commission will not be involved in this issue, except as a matter of information.

Zoning Ordinance Enforcement: Several issues involving enforcement were briefly discussed.

Next Meeting Date: October 24, 2017

MOTION: A motion to adjourn was made and supported at 8:00 PM. This motion was approved.

Submitted by:

Fred Morley, Secretary
Hopkins Township Planning Commission

Minutes approved: