

Hopkins Township Planning Commission
Minutes Special Meeting 7/13/2011

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

Members Present: Lori Castello; Mark Forbes; Lee Murray; Mike Timmer; Fred Morley

Meeting Called to Order at: 6:06 PM Meeting Adjourned at: 7:34 PM

Location: Hopkins Township Hall

- + Meeting called to order at 6:06 PM by Chair Forbes.
- + Commission attendance noted above.
- + Kirk Scharphorn Zoning Administrator in attendance.

Agenda

1. Minutes of the June 30, 2011 Meeting.
2. Continue Developing Hopkins Township Sign Ordinance.
3. Other Business.

Agenda Items

- Minutes of the June 30, 2011 Meeting. These minutes were emailed to commissioners for review.

MOTION: A motion was made and supported to approve the minutes of the June 30, 2011 meeting. This motion was approved.

- Continue Developing Hopkins Township Sign Ordinance. Discussion began with how we should merge the issues we have talked about into a suitable Sign Ordinance document. It was suggested that we have Zoning Administrator Scharphorn take the points we have thus far, and put them into a draft ordinance.

MOTION: A motion was made and supported to ask Zoning Administrator Scharphorn to consolidate the issues we have talked about into a draft Sign Ordinance for our consideration. This motion was approved.

Discussion continued on issues that we should have in the Sign Ordinance, and included the following:

- Combining sign requirements for Commercial and Industrial Districts as much as makes sense;
- Use the Dorr Township Sign Ordinance as a reference document;

- Commercial sign setbacks generally should be 10 feet from the road right-of-way;
- Clear vision area defined;
- Ground clearance defined;
- Billboards defined as large signs near US 131;
- “Off Premises” sign will be allowed away from US 131, and will be:
 - 32 square feet;
 - One per parcel;
 - Distance between signs limited;
- Signs will be quality construction, suitable materials and finish and kept in good repair;
- Provisions need to be made for the changing technology available for signs.

Planning for every situation is not possible. We need to review and upgrade the Sign Ordinance as new technology becomes available.

- Other Business.
 - Truck Wash. A decision on this court case was made on July 5, 2011. This Commission denied a Special Use Permit (SUP) for this operation. The court decision ordered that a meeting be set to revisit our denial of the SUP. A major point in the court decision is that our denial did not specifically enumerate “Finding-of-Fact” supporting our decision to deny the SUP.
 - Special Election. The Township Board did not elect a Township Trustee to fill the vacancy on the Board. The Township must hold a Special Election in November 2011 to fill the vacancy.
 - Allegan County no longer has a County Planning Commission.
 - Our next meeting is our regularly scheduled quarterly meeting, July 26, 2011 at 7:00 PM in the Township Hall.
 - There will be a Class I SUP sub-committee meeting before the regular meeting on July 26 at 6:30 PM. Sub-committee members are Commissioners Forbes and Castello, and Zoning Administrator Scharphorn.

MOTION: A motion was made and supported to adjourn at 7:34 PM. This motion was approved.

Submitted by:

Fred Morley, Secretary
Hopkins Township Planning Commission

Minutes approved: