

Hopkins Township Planning Commission  
Minutes Special Meeting 6/16/2011

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; Chuck Wamhoff; Fred Morley

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

Location: Commissioner Murray's Home

- + Meeting called to order at 7:00 PM by Chair Forbes.
- + Commission attendance noted above.
- + Kirk Scharphorn Zoning Administrator in attendance.

Note: The time and location of this meeting was properly noticed to the public.

**Agenda**

1. Minutes of the May 31, 2011 Meeting.
2. Continue development of the Hopkins Township Sign Ordinance.

**Agenda Items**

- Minutes of the May 31, 2011 Meeting. These minutes were emailed to commissioners for review.

**MOTION:** A motion was made and supported to approve the minutes of the May 31, 2011 meeting. This motion was approved.

- Continue development of the Hopkins Township Sign Ordinance. We had previously started modifying the Kalamazoo Township Sign Ordinance to fit Hopkins Township. At the May 31 meeting we were to a point where we needed to compare Kalamazoo Township and our zoning densities. Administrator Scharphorn furnished a list making this comparison. Kalamazoo Township has no Ag District zoning. Our Ordinance allows a number of "non-residential" uses in the Ag District. To move forward, we began looking at the sign setback distances and type of signs allowed in our zoning districts.

Sign Types Defined:

1. Advertising (a)
2. Billboard (b)
3. Bulletin Board (c)
4. Community Event Poster (d)
5. Development (e)
6. Directional and Parking (f)
7. Election (g)
8. Garage, Yard, Basement and Multiple Household Goods Sale (h)
9. Ground Pole (i)
10. Identification (j)
11. Institution (k)
12. Human (l)
13. Portable (n) (*We need to clearly define this sign type.*)
14. Projecting (o)
15. Real Estate (p)
16. Roof (q)
17. Temporary (u)
18. Tri-Vision (v)
19. Wall (w)

**Ag District Sign Setbacks:** Front setback 43 feet from the center line of the street right-of-way (ROW). This is half of a 66 feet ROW, 33 feet, plus 10 feet from the edge of the ROW. Side and rear setbacks are to be 20 feet. Front setback for corner lots will be 58 feet each way, 33 feet plus 25 feet. The greater distance is to maintain a “clear vision area” at the intersection. *We need to define the term “clear vision area”.*

**Ag District Sign Types Allowed:** The following sign types shall be allowed in the Ag District. All 19 sign types listed above with the exception of:

2. Billboard (b); 5. Development (e); 9. Ground Pole (i); 12. Human (l);
14. Projecting (o); 15. Roof (q); 18. Tri-Vision (v).

*Combining 13. Portable (n) and 16. Temporary (u) was discussed.*

**R1 and R1A Districts Sign Setbacks:** Setbacks same as the Ag District.

**R1 and R1A Districts Sign Types Allowed:** The following sign types shall be allowed in these districts. All 19 sign types listed above with the exception of:

2. Billboard (b); 9. Ground Pole (i); 12. Human (l); 14. Projecting (o);
15. Roof (q); 18. Tri-Vision (v).

**R2 and R3 District Sign Setbacks:** Front setback 10 feet from ROW line and side setbacks 5 feet from property lines.

**R2 and R3 District Sign Types Allowed:** The following sign types shall be allowed in these districts. All 19 sign types listed above with the exception of:

- 2. Billboard (b); 9. Ground Pole (i); 12. Human (l); 14. Projecting (o);
- 15. Roof (q); 18. Tri-Vision (v).

**C1 and C2 Districts Sign Setbacks:** *We need to determine setbacks for these districts.*

**C1 and C2 Districts Sign Types Allowed:** The following sign types shall be allowed in these districts. All 19 sign types listed above with the exception of:

- 12. Human (l); 15. Roof (q);

**Industrial District Sign Setbacks:** *We need to determine setbacks in this district.*

**Industrial District Sign Types Allowed:** The sign types allowed shall be the same as the C1 and C2 Districts.

*We discussed combining the C1, C2 and Industrial District requirements for sign types.*

**Gun Plain Township Sign Ordinance:** Zoning Administrator Scharphorn indicated that the Gun Plain Township Sign Ordinance is in place. He will furnish a copy for our review.

**Sign Sizes:** *We need to decide on sign dimensions to be allowed in the various zoning districts.*

**Next Quarterly Scheduled Meeting:** Tuesday July 26, 2011, 7:00 PM.

**Special Meeting:** Thursday June 23, 2011, 7:00 PM.

**MOTION:** At 9:00 PM, a motion was made and supported to adjourn. This motion was approved.

Submitted by:

Fred Morley, Secretary  
Hopkins Township Planning Commission

Minutes approved: