

Hopkins Township Planning Commission
Minutes Regular Meeting 4/28/2009

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

Members Present: Lori Castello; Tadd Heft; Bob Hoffmaster; Mike Timmer; Chuck Wamhoff; Fred Morley

Meeting Called to Order at: 7:00 PM

Meeting Adjourned at: 9:05 PM

Location: Hopkins Township Hall

- + Meeting called to order at 7:00 PM by Chair Castello.
- + Commission attendance noted above.
- + The Pledge of Allegiance was recited.

AGENDA

Public Hearings: (None)

Welcome new Planning Commissioner Mike Timmer
Approval of minutes from January 27, 2009
Adoption and amendments to agenda
Public Comment

Old Business:

Private Road Ordinance discussion
Wind Ordinance discussion
Home Occupation Ordinance
Bylaws for Planning Commission per MTA/attorney suggestion

New Business:

Knox Box Ordinance

Any other such business that may arise

Commissioner's Comment:
Public Comment*

Next Meeting date: July 28, 2009

Agenda Items

Welcome New Commissioner: The Planning Commission welcomes Mike Timmer as a new member of the Commission. Welcome Mike.

January 27, 2009 Meeting Minutes:

MOTION: A motion was made and supported to approve the minutes of the January 27, 2009 Planning Commission meeting. This motion was approved.

Adoption and Amendments to Agenda: There will be no Public Hearing on the Home Occupation Ordinance. Public comments on the proposed Home Occupation Ordinance will be accepted. It was suggested that a discussion on Bill Boards be added to the Agenda.

Public Comment: There were some general comments and questions on the proposed Home Occupation Ordinance.

Old Business.

Private Road Ordinance discussion: Copies of the proposed Private Road Ordinance were available. A private road serves two or more parcels. Chair reviewed the proposed Ordinance. There were comments and questions including: reasoning for a private road connection to a paved road, our gravel roads are or will become overloaded; various lot sizes and the number of parcels per acre; utilities can increase parcel density; temporary road ending; under Minimum Standards for Private Roads, letter h, a private road serving 50 residential lots seemed too large and was reduced to 30 lots in the revised draft; private road requirements should be a separate section.

MOTION: A motion was made and supported to amend the Private Road Ordinance as discussed and have the Public Hearing for this Ordinance at this Commission's July 28, 2009 meeting. This motion was approved.

Wind Energy Ordinance discussion: The Dorr Township Wind Energy System Ordinance was reviewed. Discussion points were: total height 65 feet or less permitted with certain requirements; special use permit needed for total height more than 65 feet; what decibel level should be met; use cell tower access road requirements for wind towers; minimum visual impact; we will look at our Wind Energy Ordinance before we take it to Public Hearing.

Home Occupation Ordinance: This Ordinance was briefly discussed.

MOTION: A motion was made and supported to have the Public Hearing on this Ordinance at this Commission's scheduled July 28, 2009 meeting. This motion was approved.

Bylaws for Planning Commission per MTA/attorney suggestion: We need bylaws. A document titled "Sample Planning Commission Bylaws" was handed out at our April 28, 2009. We are following much of what is in the suggested bylaws. In the suggested bylaws, the Planning Commission secretary does the notices to the public. We will follow this in the future. Our planner or engineer will attend the Commission meetings at our request. Conflict of interest issues were discussed.

MOTION: A motion was made and supported to adopt bylaws for this Planning Commission as indicated in the "Sample Planning Commission Bylaws" with modifications discussed. This motion was approved.

New Business.

Knox Box Ordinance: This is a device at a commercial building that contains the blue prints of the building. The idea is that a fire department would have access to the prints in case of fire. An ordinance would require all new commercial construction to furnish a Knox Box. Chair will obtain a copy of Watson Township's Knox Box Ordinance.

Bill Boards: There was a brief discussion on this issue. Tadd Heft will look into information on Bill Boards.

MOTION: A motion was made and supported to table further discussion on Bill Boards. This motion was approved.

Other Business. It was noted that we should review our Sign Ordinance in recognition of new technology in sign construction and operation, especially lighted signs.

Our next meeting will be our regularly scheduled meeting, July 28, 2009.

Lisa Battjes, Township Clerk is working on an information system for the Township that will be internet accessible.

The meeting adjourned at 9:05 PM.

Submitted By:

Fred Morley, Secretary
Hopkins Township Planning Commission
Minutes Approved: