

Minutes of the Meeting of the Avon Township Planning Commission

May 25, 2022

Avon Township Hall (16881 Queens Road, Avon)

Call to Order: Chair Lori Yurczyk called to order the meeting of the Avon Township Planning Commission (PC) at 7:00 PM in the Main Chamber of the Town Hall. The meeting, like all Town meetings, was also available via Zoom at the following URL: <https://us02web.zoom.us/j/8325486945> (PIN: AvonTown).

Pledge: The Pledge of Allegiance was recited.

Roll Call: Present – Craig Blonigen, Rich Sanoski, Stephen Saupe, Andrew Wensmann, and Lori Yurczyk (*Chair*). Also present: Kelly Martini.

Approval of Agenda: A discussion with residents of Chinook Avenue SW was added to the agenda. Sanoski moved to approve the agenda as amended. Blonigen second. All in favor. Motion carried.

Minutes: Wensmann moved to approve the minutes from the February 23, 2022 meeting as presented. Sanoski second. All in favor. Motion carried.

Public Hearings: *none scheduled*

Business:

1. **Chinook Avenue SW** – Six residents of Chinook Ave SW (Lois Murphy, Patrick Murphy, Deb Bledsoe, Vince Bledsoe, Tom Nistler, Peter Gustafson) appeared at the meeting to inquire about the Township annexing their road. They stated that they were annexed into the City about 22 years ago and receive no City services including water or sewer. The residents have had drainage issues after construction of storage sheds on their road. In addition, it is now very noisy after the construction of the I-94 noise barrier. They would like to get out of the City and think that they would receive better services from the Township and have fewer restrictions (*i.e.*, can't put up storage sheds, timely snowplowing). They are seeking information about potential steps for leaving the City. They have not sought legal advice. They indicated that tonight's meeting was primarily informational.

The PC is aware that there is a process for Township residents to be annexed into the City (*i.e.*, Joint Annexation agreement), but didn't know if there is a reverse procedure. The residents were told that it was not likely the Town would even consider annexation of the properties if the properties were not contiguous with the Township. One City property owner lies between Chinook and the Township. Other issues would be whether the Township would want to take over maintenance of Chinook Ave, and whether or not both the City and Township would agree on the annexation. The residents were encouraged to contact the City for further steps. The residents stated that they are on the agenda of the next City meeting regarding their water problems and they will also bring up the annexation issue as well. The residents were told that the Avon Township Supervisors would be alerted to their request.

2. **Ordinance #5 Extensions** – The Supervisors support changing the Ordinance so that Interim Use permits (IUP), Conditional Use permits (CUP), and variances would extend a full year, rather than 6-months as is currently written in the Ordinance. To amend the ordinance would require a public hearing, publication and the same process as enacting an ordinance. One option would be to wait until several other ordinance changes arise and then take care of all of them at one time. Blonigen moved to wait to make any ordinance changes until we have enough changes to make it worthwhile or when some issue requires us to make changes. On the other hand, the cost and time to amend the ordinance wouldn't be excessively prohibitive

to deal with the situation immediately. After discussion, Blonigen withdrew his motion. Yurczyk will present both options to the Supervisor for consideration. The Clerk will confirm with the County if there are any other considerations for amending our ordinance.

3. **Construction Site Permits (CSP) in the Urban Expansion (UE) Area** – The PC reviewed the process for issuing CSP’s in the UE area. The County has delegated this responsibility to the Township. The PC suggests the following process: The Clerk (*or other Town official*) receives from a resident or County a request for a CSP in the UE area. The Clerk forwards the request to our Zoning Administrator (*i.e.*, Nancy Scott) who will issue the permit. The Clerk also alerts the Supervisors and PC about the request to keep everyone informed. The Zoning Administrator (ZA) requests from the applicant the standard County fee (*i.e.*, \$300) for the CSP. Once the fee is received, the ZA takes the necessary action to approve the request and ensure that the project follows all pertinent rules and guidelines. The ZA signs the permit and provides a copy to the applicant. The ZA sends the original to the Clerk along with the applicant’s check and invoice for issuing the permit. The ZA fee is currently the same as the permit (*i.e.*, \$300). The Clerk sends a receipt to the applicant for the fee payment and also sends a copy of the completed CSP to the County as per our MOU.

Reports/Announcements:

1. **Storm Damage** – Sanoski summarized the storm damage which included downed trees, and two washed out roads. Our maintenance worker, Joe Koopmeiners, assisted at various times by Supervisors Gondringer and Sanoski, did an amazing job getting the roads back into shape. Sanoski estimates \$19,000 worth of damage, including overtime for Koopmeiners. Most of the damage been repaired.
2. **Ditch 4 Meeting** – Yurczyk reported that the County would like to use the Town Hall for a community meeting concerning Ditch 4.

Next Meeting: The next PC meeting is June 29 at 7:00 PM. *See #1 for the Zoom log-in.*

Other Meetings: Other Upcoming Meetings/Events (*see #1 for the Zoom log-in*):

- Supervisors Meeting – June 1, 2022; 7 PM

Adjournment: Sanoski moved to adjourn the meeting at about 8 PM. Blonigen second. All in favor. Motion carried.

Respectfully submitted,
Stephen G. Saupe, Clerk

Signature: _____

date: May 30, 2022

Approval:

Lori Yurczyk, *Planning Commission Chair – signature*

date: _____