

**KINGSTON TOWNSHIP ZONING COMMISSION  
MEETING MINUTES**

**Approved: February 1, 2023**

**DATE: November 3, 2022**

**LOCATION: Kingston Township Hall**  
**TIME CALLED TO ORDER: 7:01PM by Chairman Filbert**

<b>MEMBERS PRESENT:</b>	<b>(CHECK ONE)</b>			
<b>GROVE</b>	<b>YES</b>	<b>X</b>	<b>NO</b>	
<b>FILBERT</b>	<b>YES</b>	<b>X</b>	<b>NO</b>	
<b>GIFFIN</b>	<b>YES</b>	<b>X</b>	<b>NO</b>	
<b>STROHM</b>	<b>YES</b>		<b>NO</b>	<b>X</b>
<b>WHITE</b>	<b>YES</b>	<b>X</b>	<b>NO</b>	
<b>SMITH, ALTERNATE</b>	<b>YES</b>	<b>X</b>	<b>NO</b>	<b>Voting Status</b>
<b>WILLYERD</b>	<b>YES</b>	<b>X</b>	<b>NO</b>	
<b>STITES</b>	<b>YES</b>	<b>X</b>	<b>NO</b>	

**APPROVAL OF MINUTES:**

Chairman Filbert asked members if they had any comments or corrections regarding the August 17, 2022 Meeting Minutes. After discussion, Member White made a motion to approve the Meeting Minutes. The motion was seconded by Member Giffin and approved unanimously.

**PUBLIC INPUT/COMMENT: None**

**OLD BUSINESS:**

Executive Director Scott Sanders was present to assist Members with final revisions to the Vision Statement, the overall body of the document, Chapter 13 Goals & Objectives and Chapter 14 Recommendations & Implementation.

After considerable discussion regarding the need for the Vision Statement to reflect the 2022 Resident Survey and associated comments from respondents, looking at vision language from several other townships including Berlin, Berkshire, Concord and Liberty, and review of revisions made by Scott Sanders after the last meeting, Members came to concurrence that the Vision Statement adequately reflected what the Zoning Commission learned from the Resident Survey; that the township wants to be a community where growth is balanced with conservation and enhancement of rural landscapes, agriculture, cultural and heritage resources, and the environment.

The following is a summary of suggested changes to the body of the draft Comprehensive Plan:

- Page 1 Bottom left change 1913 to 1813.
- Page 3 Update census data in Kingston Township population section.
- Page 7 Population growth chart needs updated.
- Page 9 Updated chart with recent CAD approvals.
- Page 9 Update No Plat Lot Splits.

- Page 11 The language regarding the Northstar referendum is correct.
- Page 14 Add (1 grandfathered & 1 conditional use).
- Page 27 Northstar language OK bottom right.
- Page 28 Strike Housing Policies.
- Page 47 Add Consolidated Electric as a provider of natural gas and propane.
- Page 51 Remove used as township hall from Kingston Center School.
- Page 53 Update map—remove flag from old township hall location and remove “future” from the new hall location.
- Page 57 Change “should” to “may” in Developed Open Space.
- Page 57 Change “Recommended At Build-Out” to “Build-Out Considerations”.
- Page 63 Remove all Best Management Practices as Kingston Township has no commercial.
- Appendix I Change “I” to “A” and make the maps full page rather than half page.
- The residential survey and comments would be added to the Comprehensive Plan as an appendix.

Discussions then moved to Chapters 13 & 14 and the following is a list of suggested changes:

- Page 68 Agriculture Objectives Strike #4 and add “Encourage participation in the Farm Preservation Program”.
- Page 68 Residential Development Goals End #4 with a period after housing and strike the remainder of the sentence.
- Page 68 Residential Development Objectives Strike #4.
- Page 69 Strike all of Commercial Development Goals & Objectives.
- Page 69 Recreation Goals Change “provide” to “consider” in #1.
- Page 69 Recreation Objectives Change “create” to “consider” in #2.
- Page 70 Planning and Zoning Objectives Change “create” to “encourage” in #2 and change 5 year to 10 year in #5.
- Page 70 Transportation Objectives Strike #1 and replace with “Work with the County Engineer to maintain township roads.
- Page 70 Citizen Participation Goals Change “ensure” to “encourage” in #1.
- Page 70 Citizen Participation Objectives Strike #1 and #2. Replace with “Conduct a resident preference survey when needed and use the resident preferences and comments to guide future Comprehensive Plan updates”.
- Page 73 Sub Area IV Recommendations First bullet change “should” to “might”.

#### **NEW BUSINESS:**

Members then discussed the Quarterly Meeting Schedule for 2023. All agreed that the quarterly format should be maintained, and that meetings would be held in February, May, August, and November with additional meetings scheduled as needed. Members also agreed that the meetings would be held on the first Wednesday of the month rather than Thursday. Absent Member Strohm was consulted and was good with the change.

**ZONING REPORT:**

Zoning Inspector Willyerd discussed Zoning Office Activity for the months of August through October. A total of 23 permits were issued including 1 new built home. He discussed the Zoning Secretary position progress, approval by the Regional Planning Commission of a 3 lot CAD on Kilbourne Road and a 5 lot Subdivision on the corner of Wilson and Blue Church Roads. Chairman Filbert had a brief discussion regarding the benefit of attending upcoming Prosecutor's Office Training on December 1<sup>st</sup>.

**FOLLOW UP ITEMS:**

At the direction of the Zoning Commission, Zoning Secretary Stites was assigned the task of gathering final comments regarding the Vision Statement and Comprehensive Plan, and forward to Scott Sanders for incorporation and production of a final draft Comprehensive Plan. Upon completion, Stites was also instructed to forward a copy to Township Legal Counsel Vince Villio for legal review.

**ADJOURNMENT:**

With no further business for discussion, Member White made a motion to adjourn. The motion was seconded by Member Grove and was approved unanimously.

**TIME: 9:25 PM**

**SUMBITTED BY:**

Recorded and submitted by Dave Stites, Zoning Secretary.

KZC Minutes 11-03-22