

# Minutes of the Meeting of the Avon Township Planning Commission

July 27, 2022

Avon Township Hall (16881 Queens Road, Avon)

**Call to Order:** Vice-Chair Craig Blonigen called to order the meeting of the Avon Township Planning Commission (PC) at about 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, and Stephen Saupe. Absent: Andrew Wensmann and Lori Yurczyk (*Chair*). Also present: Marion Gondringer & Kelly Martini.

**Approval of Agenda:** A discussion of a driveway permit for Paul Hughes (Upper Spunk Lake Road) was added to the agenda. Sanoski moved to approve the agenda as amended. Saupe second. All in favor. Motion carried.

**Minutes:** Sanoski moved to approve the minutes from the June 29, 2022 meeting as presented. Saupe second. All in favor. Motion carried.

**Public Hearings:** *none scheduled*

## **Business:**

1. **Newsletter** – A draft the of upcoming Township Newsletter was discussed. Edits were suggested to the existing draft. It was suggested to stuff the newsletter into envelopes for mailing. It would incur an additional cost to purchase the envelopes and return address labels, but would save having to tab a folded newsletter. The Clerk will look into a bulk mailing permit for a future newsletter. The edited newsletter will be presented to the Supervisors for comments and approval. Envelopes could be stamped and labeled by Election Judges during slow periods.
2. **Hall Signs** – various options for signs for the Town Hall were discussed including a sign mounted on the north side of the building and a standalone sign near the road. A sign on the building was considered to be harder to see, while a free-standing sign would require landscaping. After discussing advantages and disadvantages, Blonigen moved to recommend to the Supervisors to consider a free-standing sign for the Town Hall. Saupe second. All in favor. Motion carried.
3. **Parking Lot** – various suggestions were discussed for separating the new concrete areas in the parking lot from the sidewalk (painted lines, barrier). Sanoski moved to recommend to the Supervisors to paint lines/stripes for parking spaces, handicap-areas, and to install barriers. Saupe second. All in favor. Motion carried. The Clerk will look for some options for barriers.
4. **Open House** – the Clerk is developing a plan for events/activities/responsibilities for the upcoming Open House. He will plan to complete it for the Supervisor meeting.
5. **Hughes Driveway Permit** – Sanoski reported that Mr. Paul Hughes planned to attend the meeting for a driveway permit. Mr. Hughes did not attend the meeting. No action was taken.

## **Reports/Announcements:**

*none*

**Next Meeting:** The next PC meeting is August 31 at 7:00 PM. *See #1 for the Zoom log-in.*

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

- Supervisor’s meeting, August 3<sup>rd</sup>, 2022
- Public Accuracy Test – August 7<sup>th</sup>; 5 PM
- Primary Election – August 9<sup>th</sup>; 7 AM – 8 PM
- Water Testing Event – August 16<sup>th</sup>; 2-7 PM
- Open House – Sept 12<sup>th</sup>, 5-8 PM

**Adjournment:** Sanoski moved to adjourn the meeting about 8:00 PM. Blonigen second. All in favor. Motion carried.

Respectfully submitted,  
Stephen G. Saupe, Clerk

Signature: \_\_\_\_\_

**date:** July 31, 2022

**Approval:**

\_\_\_\_\_  
Lori Yurczyk, *Planning Commission Chair – signature*

**date:** \_\_\_\_\_