

Town of Clear Lake - Plan Commission Meeting Minutes – February 3, 2014

Plan Commission President Mike Long called the meeting to order at 7:00 PM. The following members of the Plan Commission were present.

Bonnie Brown
Emma Brown
Roger Dammeier
Chris Folland
Alan Korte
Mike Long

Plan Commission member Bob Lewis was absent. Zoning Administrator Amy Schweitzer was present for the meeting.

President Long asked the Commission to review the minutes from the November 4, 2013. One correction was noted. Mrs. Emma Brown made a motion to approve the minutes as amended. Ms. Bonnie Brown seconded the motion. Motion carried with six votes in favor and zero votes against. The meeting minutes from November 4, 2013 were approved as amended.

In Old Business, President Long told the Plan Commission that Case #2013-01, an application for a rezoning filed by By and Sue Dickes, was withdrawn. Schweitzer distributed a copy of the withdraw letter from Mr. and Mrs. Dickes. There was discussion about the property being in full compliance. Ms. Brown brought up issues with lack of road right-of-way. The Plan Commission determined that there is no violation associated with the lack of road right-of-way. Mr. Folland stated that the sign was not in compliance, and that a letter would be sent to Mr. Dickes indicating as such.

In other Old Business, Long announced that the 2013 Amendment to the Unified Development Ordinance was adopted by the Town Council in December of 2013. Printed copies of the amendment were distributed at the meeting.

President Long reported the Plan Commission Executive Committee met prior to the regular Plan Commission meeting to begin discussing possible UDO amendments for 2014. He stated that some issues had been brought up by Amy, members of the Executive Committee, or by community members. He encouraged members of the Plan Commission to express any thoughts or ideas for amendments. Ms. Bonnie Brown asked what all was on the list for 2014. Mrs. Schweitzer reviewed the list with the Plan Commission, noting that the items were only discussed and just because they were discussed, does not mean that an amendment to the UDO will result. The following items were discussed during the Plan Commission Executive Committee:

- Establishing “Natural Resource Protection Areas” to clear up confusion between CO (conservation) District and conservancy areas (in the definition of Weeds and Rank Vegetation).
- Semi Parking
- Signs, particularly what constitutes a freedom of speech sign
- Requiring applicants to attend hearings
- Limiting the number of boats and lifts
- How to handle legal non-conforming “features” such as driveways
- Limestone as a permitted surface for driveways and parking lots
- Minimum lot width in Lake Residential Districts
- Height of and basements in accessory structures
- LP tanks
- Catch basins for new home construction

- Clarifying language in Viewshed Standards

There was brief discussion on permitting limestone for driveways and required parking spaces. The Plan Commission asked which way the Executive Committee was headed with regard to this issue, and it was revealed that there was a difference of opinion on the Executive Committee. Ms. Bonnie Brown asked about the objection to crushed limestone, and Mr. Folland stated his objection was aesthetic. He told the Plan Commission that hard surface driveways (concrete/asphalt) are required in newer subdivisions all across Indiana. There was additional discussion about water coming off of people's driveways.

Mr. Korte asked about access to mailboxes during times of significant snow. The Plan Commission concluded that the Post Office has the authority when it comes to mailboxes, not the Plan Commission.

Ms. Bonnie Brown asked if the Plan Commission is confident that the current description of a dock box is forceful enough. Mrs. Schweitzer stated that it is a good start and can be tweaked if the Plan Commission finds it is not forceful enough.

President Long stated that regarding applicants being required to attend hearings, the Executive Committee discussed simply coaching the folks running the meetings (president, vice-president, chairman, vice-chairman) to table or deny an application if the designee representing the applicant is unable to properly answer the questions.

There being no additional discussion, Long asked for the Zoning Administrator's Report. Schweitzer reported that an Administrative Subdivision for Rau at 750 South Clear Lake Drive had been approved since the last meeting. Mrs. Schweitzer distributed the Zoning Administrator's 2013 Recap to the Plan Commission. Schweitzer explained that it was an annual report she provides to the Town Council each year. She also told Plan Commission members that she does a monthly report each month for the Council, and she would be forwarding copy of the report each month to President Long to keep him better informed of what is going on around the Lake. She offered to send it to each member of the Plan Commission as well, and President Long agreed that providing it to each member of the Plan Commission was a good idea.

In New Business, Mr. Long stated the Plan Commission needed to elect officers. Mr. Folland opened the nominations by nominating Mike Long for President. Mr. Dammeier seconded the nomination. Six voted in favor of Mr. Long continuing as President of the Plan Commission, and zero voted against. For Vice-president, Mr. Dammeier nominated Chris Folland. Mr. Korte seconded the nomination. Six voted in favor of Mr. Folland continuing as Vice-president of the Plan Commission, and zero voted against. Mrs. Emma Brown nominated Zoning Administrator Amy Schweitzer to be the Plan Commission Secretary. Ms. Bonnie Brown seconded the motion. Motion carried with all in favor.

President Long asked for other new business. Mr. Korte asked how long an Improvement Location Permit is valid. After some research, it was determined that per IC 36-7-4-1109, an Improvement Location Permit is valid for ten (10) years, but construction must start within three (3) years of the Improvement Location Permit being issued.

There being no additional new business, Long entertained a motion to adjourn. Mr. Folland made a motion to adjourn the meeting. Mr. Dammeier seconded the motion. Motion carried, meeting adjourned at 7:27 PM.

Amy Schweitzer, Secretary