

## **Town of Clear Lake - Plan Commission Meeting Minutes – August 3, 2015**

Plan Commission President Mike Long called the special meeting to order at 7:00 PM. Members introduced themselves, and the following members of the Plan Commission were present.

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

Zoning Administrator, Amy Schweitzer, was present for the meeting. Town Attorney, Michael Hawk, was present for the meeting. President Long announced that a quorum was present. There were several members of the public in the audience.

President Long asked Plan Commission members if they had the opportunity to review the minutes from the May 4, 2015 meeting. Mr. Luepke made a motion to approve the minutes from the May 4, 2015 meeting as presented. Mr. Dammeier seconded the motion. Motion carried with all in favor.

President Long asked Plan Commission members if they had the opportunity to review the minutes from the July 6, 2015 Special Meeting. Ms. Bonnie Brown made a motion to accept the minutes from the July 6, 2015 Special Meeting as presented. Mr. Korte seconded the motion. Motion carried with six votes in favor and one abstaining. Mr. Folland abstained from the vote because he was not present for the July 6, 2015 Special Meeting.

President Long announced the Plan Commission would be holding a Public Hearing on a proposed 2015 Amendment to the Unified Development Ordinance. Long stated that the Commission had changed the surface requirements for driveways in 2014 to prohibit stone/gravel surfaces. Since that change, some members of the Plan Commission had given this issue considerable thought and heard concerns from other Clear Lakers. As a result, the proposed amendment generally allows stone gravel surfaces. President Long asked Staff Amy Schweitzer to review the proposed changes. Schweitzer read aloud the red pen changes from the Driveway Standards and Parking Standards.

Long entertained a motion to suspend the regular meeting. Mr. Korte made a motion to suspend the regular meeting of the Plan Commission. Mr. Luepke seconded the motion. Motion carried with all in favor. Mr. Dammeier made a motion to open the Public Hearing on the proposed 2015 UDO Amendment. Mr. Luepke seconded the motion. Motion carried with all in favor.

President Long opened the floor for comments and questions. Ms. Anita Thiel, 926 South Clear Lake Drive introduced herself. She asked if existing driveways were grandfathered. Ms. Thiel also asked if aprons could be installed at the same time the Town's street resurfacing project. President Long stated that existing driveways were grandfathered, but any expanded curb cut would require the apron. The Plan Commission communicated that the paving was scheduled for after Labor Day, confirmed that API was the paving contractor, and that aprons for private driveways would be the property owner's responsibility to make the arrangements and pay the cost. President Long suggested Ms. Thiel contact Bob Hull, Town Manager.

President Long asked for other comments from the audience. After a brief pause and hearing no additional comments, Long entertained a motion to close the Public Hearing. Mr. Dammeier made a motion to close the Public Hearing. Mr. Korte seconded the motion. Motion carried with all in favor.

Mrs. Emma Brown made a motion to re-open the regular Plan Commission Meeting. Mr. Dammeier seconded the motion. Motion carried with all in favor. President Long thanked the audience for attending and for their comments.

There was discussion about the November meeting. Mr. Folland announced that he just received notice that an election/referendum will be held in November at the Clear Lake Town Hall, so the November Plan Commission meeting will need to be moved from Monday, November 2 to Wednesday, November 4.

Mrs. Emma Brown commented that the Plan Commission does not vote on the amendment when seasonal residents are present. President Long stated that the Plan Commission has tried to set a predictable pattern for amendments to the Unified Development Ordinance where items are brought up in February; discussed in detail in May; Public Hearing is held in August; and voting is in November. The Town Council can then vote in November or December with the changes becoming effective on January 1. Mrs. Brown stated she would like to change that.

Mr. Luepke asked if there was a better way to do things. He stated the perception is that government agencies make decisions privately, not in public. He believes that perception is not accurate, but it exists nonetheless.

Mr. Dammeier stated he believed at the last Town Council meeting, Mr. Bruce Spangler spoke of the opposite happening, that all of the readings of an ordinance happened at one meeting, rather than having them spread out at multiple meetings. There was discussion of transparency and scheduling votes at meetings. Mr. Luepke stated it would be helpful if folks understood the schedule with regarding to making decisions.

Mrs. Schweitzer stated that the reason for the delay between the August Public Hearing and the November vote is the Plan Commission generally reviews the public comments that were made and contemplates changes to the amendment based on the public's comments.

Ms. Bonnie Brown stated that with no negative comments, there was no reason not to move forward with the proposed amendment. Mrs. Emma Brown made a motion to move forward with the vote on the 2015 Amendment to the Unified Development Ordinance. Ms. Bonnie Brown seconded the motion. Motion carried with five votes in favor and two votes against via a roll call vote. Alan Korte, Emma Brown, Bonnie Brown, Mike Long, and Don Luepke voted in favor of the motion. Chris Folland and Roger Dammeier voted against the motion.

Before moving forward with the vote, Bob Lewis (the Town Council President) from the audience confirmed the Town Council would see the Plan Commission's recommendation at its August or September meeting.

Mr. Luepke made a motion to certify the 2015 Amendment to the Unified Development Ordinance as presented with a favorable recommendation. Mr. Korte seconded the motion. Motion carried with five votes in favor and two votes against via a roll call vote. Alan Korte, Emma Brown, Bonnie Brown, Mike Long, and Don Luepke voted in favor of the motion. Chris Folland and Roger Dammeier voted against the motion. President Long announced that Bob Lewis would decide if the Plan Commission's recommendation would be heard by the Town Council in August or September.

Under Old Business, President Long announced the Plan Commission Executive Committee had not met; Long then asked for the Zoning Administrator's Report. Schweitzer reported that she had not heard anything back from the attorney for the Quiet Harbor Common Area, but had gotten an email from a concerned resident of the Quiet Harbor Subdivision that day. Schweitzer reported that Worl at 787 South CLD and Gartner @ 254 West CLD had completed their Administrative Subdivisions making a total of four completed Administrative Subdivisions for 2015. Schweitzer also reported she had received some

questions from a surveyor for Strong Development Corporation regarding a subdivision of land in the LA District along West Clear Lake Drive.

President Long asked for any New Business. Mr. Luepke suggested hearing someone like Nate Simons of Blue Heron Ministries talk about the geology and history of the area. The Board discussed having this at the November meeting if the presentation related to land use and land development.

There was discussion about having such a presentation during the summer months so seasonal residents could also attend that. Audience members nodded in agreement. There was discussion about it being a special meeting or being part of the Clear Lake Association meeting. Mr. Luepke agreed to reach out to Blue Heron Ministries, the Conservancy, and the Association and report back in November.

Long asked for any other items to come before the Plan Commission. Ms. Bonnie Brown brought up the transparency issue again. There was discussion about agendas being posted. There was discussion about putting blurbs in the Clear Lake News about Plan Commission business. Concerns were expressed about timeliness of the information if it were in the Clear Lake News.

The Plan Commission decided to discuss and establish a schedule for the 2016 UDO Amendment and publish that schedule in the Clear Lake News. There was discussion about posting a “Public Hearing” sign outside the Clear Lake Town Hall for UDO Amendment Public Hearings. Mr. Korte mentioned having an Electronic Sign that would list the meetings.

Hearing no additional discussion, President Long thanked everyone for attending the meeting before entertaining a motion to adjourn. Mr. Dammeier made a motion to adjourn the meeting. Mr. Korte seconded the motion. Motion carried; meeting adjourned at 7:55 PM.

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Amy Schweitzer, Secretary