



## Special Plan Commission Meeting Minutes, Wednesday, July 15, 2020

The meeting was called to order at 7:00 PM. by Jim Lonabarger - Zoning Administrator.  
Plan commission members present: Jaelyn Howarth, Don Luepke, Bonnie Brown, Tyson Johnston, Scott Lazur, Dan Rippe.

Jim Lonabarger: Zoning Administrator confirmed there is a quorum (6).

No residents were in attendance.

Don Luepke stated that the election of officers should be completed at the end of this meeting. Bonnie Brown reminded the commission members that regulations allow for assignment of temporary officers prior to election of the official President and Vice President. Don Luepke asked if this was a legal meeting. Discussion followed, all agreed public notification requirements were met.

Motion by Scott Lazur, to open the temporary election for President, 2<sup>nd</sup> by Tyson Johnston  
Vote: 6 Ayes 0 Nays 0 Absent Motion Carried

Nomination by Scott Lazur, Bonnie Brown for Temporary President until the end of the meeting, 2<sup>nd</sup> by Tyson Johnston  
Vote: 6 Ayes 0 Nays 0 Absent Motion Carried

Temporary President Bonnie Brown explained the following items for orientation:

### Town of Clear Lake Comprehensive Plan

TOCL Plan Commission Rules of Procedure. The Zoning Administrator is defined as the Staff of Plan Commission. Town council has to approve the addition of a new ZA to the town's payroll.

By law, three town council members are appointed by Council to serve on PC in addition to four residents one being a BZA member with no two in a political party.

Process of Red Line UDO changes that are made annually. The Plan Commission (PC) is an advisory commission to the Town Council making recommended UDO changes. Also discussed the 4-meeting protocol on how the proposed changes are prepared to present to Council.

Jaelyn Howarth explained her views of the BZA. There was a discussion on the purpose of the BZA.

Violations:

Wickland: ongoing difficulties in the cleanup process. TOCL attorney proposed Cottonwood tree ordinance. Group decided to move on to investigating a nuisance tree ordinance, instead. Dan Rippe stated: Cottonwood trees are not the real issue; it is property owners not following the ordinances already in place. The likely outcome, if passed, would be that law-abiding citizens would incur thousands of dollars expense to remove in most cases healthy cottonwood trees and the problem owners would continue to be an issue. Scott Lazur said PC needs to think about what a nuisance tree is.

Motion by: Don Luepke Table this ordinance issue due to legal implications of our risks and being sued.

2<sup>nd</sup> by Bonnie Brown

Vote: 6 Ayes 0 Nays 0 Absent Motion Carried

Motion by Dan Rippe

To write a follow-up letter to Jack Wickland restating his ongoing compliance issues and reinstate the fines initially imposed by the October 2019 letter. 2<sup>nd</sup> by Tyson Johnston

Vote: 6 Ayes 0 Nays 0 Absent Motion Carried

ZA Review: Tyson Johnston is planning to ride with Jim Lonabarger to gain an appreciation for the ZA job.

Continuing orientation

A question was asked about illegal street parking, B. Brown stated a Parking Ordinance is in place for contractors and homeowners.

Beginning in 2019, PC president Bonnie Brown increased attention to the Landscaping Standards requirements to ensure these requirements are enforced in qualifying ILPs during inspection for compliance at final inspection. The focus is on required canopy trees.

B. Brown announced an upcoming hearing for the Quiet Harbor properties project.

ELECTION

Nomination for President, Motion by Tyson Johnston Bonnie Brown for PC President, 2<sup>nd</sup> By: Scott Lazur

Vote: 6 Ayes 0 Nays 0 Absent Motion Carried

Nomination for Vice President, Motion by Dan Rippe, Scott Lazur for Vice President

2<sup>nd</sup> By: Tyson Johnston

Vote: 6 Ayes 0 Nays 0 Absent Motion Carried

Nomination for Recording Secretary, Motion by Scott Lazur, Jim Lonabarger for Recording Secretary

2<sup>nd</sup> By: Tyson Johnston

Vote: 6 Ayes 0 Nays 0 Absent Motion Carried

Nomination for 3rd person on PC Executive Committee. Motion by Dan Rippe, Don Luepke for Executive Committee, 2<sup>nd</sup> By: Scott Lazur

Vote: 6 Ayes 0 Nays 0 Absent Motion Carried

Both PC and BZA are looking for 2 new members. They must be TOCL residents or be TOCL property owners and reside in Steuben County, Indiana.

There being no further business or discussions Motion by: Don Luepke To adjourn the meeting, 2<sup>nd</sup> By: Scott Lazur

Vote: 6 Ayes 0 Nays 0 Absent Motion Carried

Meeting adjourned at 9:04 P.M.

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Bonnie Brown Plan Commission President

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Attest: Jim Lonabarger, Zoning Administrator