

# TOWN OF CLEAR LAKE-PLAN COMMISSION

## MEETING MINUTES-JANUARY 27, 2021

Special Plan Commission Meeting-Wednesday, January 27, 2021

Call to order at 6:30 pm by President Bonnie Brown

Roll call: Members present: President Bonnie Brown, Dan Rippe, Jim McClain, Zoning Administrator Travis Holcomb and Utility Clerk Brenda Eby. Scott Lazur and Tyson Johnston joined by phone. President confirmed we have a quorum (4)

Others present: John Wilhelm

This special meeting was held to discuss possible changes to the UDO since no changes/updates have been made since 2018. Dan Rippe put together a log sheet for the change process with some of the changes to be discussed by the Plan Commission members before going before the public. Dan explained how the change process would work. There are five major steps for each change which were explained and discussed. The steps are:

- 1-Draft change request
- 2-Review change request
- 3-Finalize change request
- 4-Approve change request
- 5-Incorporate change request

Dan suggests that there are in excess of 33 changes to be made. At this point, there will be no motions needed, only "all in agreement" to move on to the next step of the process.

Change request 2018-1, Amendment to Administrative Subdivision, article 9.17, change language to increase clarity and change number of lots involved. Discussion ensued, change 2 – 10 lots to 2 – 15 lots, agreed to move to the next step of the change process.

Change request 2018-2, Amendment to Administrative Subdivision, article 9.17, change language to increase clarity of zones allowed to apply for a administrative subdivision. Agreed to move to the next step of the change process.

Change request 2018-4, update the definition of an attic.

Discussion on how the numerical system for the changes was determined. Dan explained how he came up with the numerical system.

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Discussion of attics resumed. All agreed to change the limitations on lighting/electrical and move to the next step of the change process. Attic size and number of floors was discussed but is a separate change.

Change request 2018-7, Improvement Location permit, article 9.05, change language to increase clarity of ordinance. Discussion of softscaping and hardscaping in the clear side yard. Bonnie would like to see this clarification in the Landscaping section of the UDO, as well. This would require another change request. Discussion ensued concerning clear side yard setback standards and how to enforce. Decision to check with attorney on correct verbiage for clear side yard standards. Decision to move on.

Change request 2018-8, Improvement Location Permit, article 9-05, amendment to increase clarity of ordinance for easements. Agreed to move to the next step of the change process.

Change request 2018-9, Landscaping Standards, article 5.35, add category for Addition to Accessory Structure. Agreed to move to the next step of the change process.

Change request 2018-13, Zoning Administrator Summary of Duties, article 1.27, change language to increase clarity of ordinance. Agreed to move to the next step of the change process.

Change request 2018-14, Improvement Location Permit, article 9.05(E)(2), change language to support compliance assessment to Landscaping and Viewshed requirements. Agreed to move to the next step of the change process.

Change request 2018-18, LR District Development Standards, article 2.14, change language to increase clarity of ordinance, specifically change 9000 to 9001 square feet.

Change request 2018-21, Definitions, article 11, change language to increase clarity of ordinance. Agreed to move to the next step of the change process.

Change request 2018-22, Definitions, article 11, amendment to change/correct measurement. Agreed to move to the next step of the change process.

Change request 2018-23, Lake Accessory Structure Standards, article 5.09(C), amendment to change language to reduce clutter and increase flexibility of storage. Discussion ensued, agreed to return to this topic at Monday's regular Plan Commission meeting.

Bonnie Brown entertained a motion for adjournment.

**Motion by:** Tyson Johnston

To close the meeting

**2<sup>nd</sup> by:** Scott Lazur

Vote: 5 Ayes    0 Nays    0 Absent    Motion carried

Meeting adjourned at 9:00 P.M

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Plan Commission President, Bonnie Brown

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Attest: Travis Holcomb