

Town of Clear Lake - Plan Commission Meeting Minutes – August 1, 2016

Plan Commission President Mike Long called the 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
Mike Long
Don Luepke
Jill Powers

Town Attorney David Hawk was present for the meeting. President Long announced that a quorum was present.

President Long asked the Plan Commission if they had the opportunity to review the minutes from the April 25, 2016 special meeting. Mr. Dammeier made a motion to approve the minutes from the April 25, 2016 special meeting of the Plan Commission as presented. Ms. B Brown seconded the motion. Motion carried with five in favor and Mr. Folland and Ms. Powers abstaining.

President Long asked the Plan Commission if they had the opportunity to review the minutes from the April 25, 2016 regular meeting. Mr. Dammeier made a motion to approve the minutes from the April 25, 2016 regular meeting of the Plan Commission as presented. Mr. Luepke seconded the motion. Motion carried with five in favor and Mr. Folland and Ms. Powers abstaining.

Former Zoning Administrator Amy Schweitzer presented proposed amendments to the Unified Development Ordinance. Said presented amendments are available in the Zoning Administrator's office.

Ms. B Brown asked about the necessity of accepting certain amendments. Mr. Folland moved to accept the working document presented at the meeting as the amendment to the UDO that will be considered. Mr. Dammeier seconded the motion. The motion carried with all members in favor.

Mr. Dammeier moved to close the Plan Commission. Mr. Folland seconded the motion. The motion carried with all members in favor. Mr. Folland then moved to open the public hearing on the 2016 UDO Amendment. Mr. Dammeier seconded the motion. The motion carried with all members in favor.

Gregg Richhart, 880 South Clear Lake Drive, spoke before the board. He asked if other amendments could be suggested. He said that he was running into people who wished to finish their attic spaces with wall paneling which were already insulated. There was much discussion on the matter. It was determined to assemble a working team over the winter to look into the matter and determine what, if any, future amendment should be made.

No other parties appeared.

Mrs. E Brown moved to close the public hearing. Mr. Dammeier seconded the motion. The motion carried with all members in favor.

Mr. Dammeier moved to reopen the regular Plan Commission meeting. Mrs. E Brown seconded the motion. The motion carried with all members in favor.

Mr. Dammeier moved to accept the amendments as presented. Mr. Luepke seconded the motion. The motion carried with all members in favor. The amendment will be certified at the October 24, 2016 meeting.

President Long presented the Hewes Minor Subdivision of Land Findings of Fact.

President Long presented the amendment Rules of Procedure. The Rules of Procedure were approved at the April 26, 2016 Special Meeting.

President Long presented the Executive Committee Report. He reported that they had been working on coming up with a job description for the Zoning Administrator position. The committee also met to sign Improvement Location Permits.

President Long asked for the Zoning Administrator report. Acting Administrator Folland indicated that he had a very busy July. He also indicated some pending projects and variances.

Ms. B Brown brought up the Andres property near the public boat launch. There was discussion of the conditions of their variance approval. Mr. Folland indicated that he and Mike Hawk, Plan Commission Attorney, are looking into the matter.

President Long brought forward a proposal to increase fees for the Planning and Zoning Fee Schedule. Mr. Folland indicated that the town is running quite a deficit with costs, especially since Steuben County charges a "fair share" to the town. Mr. Folland also indicated that he would like to find a way to raise the compensation for board members. There was also discussion of the way the Steuben County Building Commission charges towns for their services.

President Long asked for any other new business. Hearing none, Mr. Dammeier made a motion to adjourn. Mr. Luepke seconded the motion. Motion carried with all voting in favor. Meeting adjourned at 8:03 PM.

Kenneth J. Hughes, Secretary