

ORDINANCE NO. 2025-03
AN ORDINANCE AMENDING THE PLANNING AND ZONING FEE
SCHEDULE FOR THE TOWN OF CLEAR LAKE

WHEREAS, a Planning and Zoning Fee Schedule has been established and maintained by the Town of Clear Lake to document the fees associated with planning and zoning permits and applications; and

WHEREAS, amendments to Ordinance No. 2016-02 are necessary as costs and discoveries within the Unified Development Ordinance have necessitated the addition, amendment, and clarification of, certain fees.

NOW, THEREFORE, BE IT ORDAINED by the Clear Lake Town Council, Steuben County, Indiana,

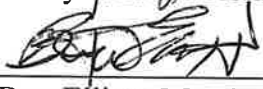
THAT, the Planning and Zoning Fee Schedule attached hereto, and dated April 15, 2025, shall be in full force and effect immediately after its passage by the Town Council, and proper publication in a newspaper of daily circulation within Steuben County, Indiana.

PASSED AND ADOPTED by the Town Council of the Town of Clear Lake, Indiana, this 15th day of April, 2025.


COUNCIL OF THE TOWN OF CLEAR LAKE:



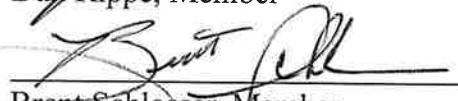
Molly Weber, President



Bert Elliott, Member



Dan Rippe, Member

 *NAY*

Brent Schlosser, Member



George Schenkel, Member

ATTEST: 

Nathan Striker - Clerk-Treasurer

Town of Clear Lake Planning and Zoning Fee Schedule

Improvement Location Permits:

Projects less than 200 square feet	\$200
Projects 200 square feet to 1,999 square feet	\$400
Projects 2,000 square feet to 2,999 square feet	\$500
Projects 3,000 square feet to 3,999 square feet	\$600
Projects 4,000 square feet or greater	\$700
Commercial projects of any size	\$1,000
Fence and/or Retaining Wall	\$100
Flatwork and/or Hardscaping	\$125
Signs, less than 50 square feet in area	\$50
Signs, 50 square feet in area or greater	\$1 per square foot
Outdoor Mechanical Equipment	\$75
Temporary Improvement Location Permit	\$75
Amendment to App/site plan (Major)	25% of original fee
Post Construction Improvement Location Permits	Regular Fee Tripled
Reinspection	\$75
Demolition Permit Application	\$100
Each Additional Structure to be demolished	\$25
Post Demolition Inspection	\$50

Administrative Appeal \$900*

Variance (Development Standards):

Residential	\$1,250*
Each Additional Residential Request	\$250*
All Other Non-Residential	\$1,750*

Variance (Use Standards):

First variance	\$1,500*
Each additional variance after the first	\$750*

Special Exception \$900*

Applicant-requested Special BZA Meeting** \$1,500

Subdivision of Land

Administrative Subdivision	\$450*
Minor Subdivision	\$800*
Primary Plat first four (1-4) lots	\$1,000*
Primary Plat each additional (5+) lot after four	\$100/each lot
Secondary Plat	\$200

Zoning Map Amendment (Rezoning)	\$500, plus \$100 per acre*
Development Plan Approval	\$500
Planned Unit Development	\$3,000 plus \$80 per acre*
Vacation of a Public Way	\$1,500
Applicant-requested Special PC Meeting**	\$1,500

*Applications requiring a public hearing shall be charged \$100, in addition to the listed fee, for legal advertising costs and mailing costs to interested parties.

**If an applicant requests a special meeting of the Plan Commission or Board of Zoning Appeals, a one-time special meeting fee shall be collected, in addition to the fees listed for the specific petition. Special meeting fees shall not be split between applicants.

Copies of the Comprehensive Plan and Unified Development Ordinance are available on the Town's website (www.townofclearlake.org).