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Chris Emerick, Marshal	260-495-9158	marshal@townofclearlake.org
Zoning: Hometown Initiatives	260-243-6701	zoning@townofclearlake.org

Upcoming Meetings:

Plan Commission – Tues., Aug. 4th
at 7pm at the Town Hall
Town Council – Tues., Aug. 18th at
7pm at the Town Hall
BZA – Tues., Oct. 13th at 7pm at
the Town Hall

Marshal Reminders!

- Golf carts must be registered with the Town of Clear Lake
- All passengers under the age of 10 will be required to ride in the front seat next to the driver
- Operator must have valid driver's license of primary state of residence

Washler Recycling Guidelines:

- *Materials need to be clean & dry
- *Do **NOT** box or bag your materials – they will not get sorted!
- Acceptable materials are cardboard, loose paper, glass, magazines, plastics should be food or laundry containers with a 1, 2 or 5 on them, tin cans & aluminum cans
- *Common items not accepted are Styrofoam or bulking plastics like chairs, toys or storage totes

Clear Lake Cares 2026 Food Drive

August 29th & 30th
September 5th & 6th

Donations of non-perishables
will be collected in drop boxes
and given to Fremont Youth
and Community Outreach
Food Pantry

Box Locations:

Clear Lake Yacht Club
Clear Lake Lutheran Church
Clear Lake Town Hall
Boathouse Boutique

Food & monetary donations
can also be given at the Sept.
5th Lion Club's Chicken Pick-Up

Questions or to Schedule
Donation Pick-Up Please Call:
Cindy Smith
(419) 350-1736
Roger Dammeier
(260) 413-7480
Stephanie Sundberg
(619) 316-2309

Electronics Recycling Day

Monday, August 3rd

9am – 2pm

NO early or late drop-offs!

Items NOT Accepted:

- *Light Bulbs
- *Old CRT Monitors
- *Anything with Freon

Household batteries will be
collected for \$2/lb.

Recycling Days

July 27th

August 10th

PLEASE DO NOT BAG RECYCLING!

Town Hall Closures:

Mon., Sept. 7th
Mon., Oct. 12th

**BEFORE you dig.
Please call 811!**

Street & Sewer Reminder!

Please remember to call or text the
sewer emergency number if you
see a **RED** light on **ANY** grinder.
Please specify your address and
street when calling or texting.
Sewer Emergency Number:
(260) 316-3214

Back-Up Generator Final Design Meeting

Wed., August 11th at
5:30pm at the Town Hall or
via Zoom.

LAST 2026 Heavy Trash Pick-Up

Monday, September 8th

TOWN PERMITTING PROCESS IMPROVEMENTS

The Town has made some improvements to its permitting process designed to simplify applications, improve efficiency, and provide greater continuity for contractors and applicants.

Change #1 – New Improvement Location Permit (ILP)

The Improvement Location Permit (ILP) form has been redesigned to consolidate multiple permit types into a single, easy-to-use application that improves consistency, simplifies the permitting process, and reduces paperwork for both applicants and the Town.

Beginning immediately, the new Improvement Location Permit (ILP) application may be used for anything an ILP was previously used for (houses, garages, sheds, decks, flatwork, roof modifications, etc.), but also generators and demolitions. Instead of submitting three permit applications for a demo with a re-build with a generator, the new process will only require filing one Improvement Location Permit (ILP) form.

The new application is available for download at www.townofclearlake.org/forms.

To allow contractors and applicants time to become familiar with the new Improvement Location Permit (ILP) form, the Town will accept either the previous ILP form or the new ILP form through September 30, 2026.

Effective October 1, 2026, the previous Improvement Location Permit (ILP) form will be retired, and all Improvement Location Permit (ILP) applications must be submitted using the new form.

Change #2 – Goodbye Pre-Pour Inspections! Hello As-Built Surveys!

The Town is replacing pre-pour foundation inspections with an as-built survey requirement for certain projects. An as-built survey will be required for projects receiving an Improvement Location Permit (ILP) that involve:

- Habitable buildings;
- Non-habitable structures constructed on a permanent foundation; or
- Other projects as determined by the Zoning Administrator.

Under the new process, the permit holder must notify the Zoning Administrator when the foundation is poured and submit a signed and stamped as-built survey prepared by a licensed surveyor or engineer within 30 days of the foundation pour. The survey must verify that the completed foundation matches the approved site plan and complies with all applicable setback requirements. If the required as-built survey is not submitted within 30 days, the Town may issue a Stop Work Order until the survey is received.

This updated process eliminates the need to coordinate pre-pour inspections while allowing construction to continue uninterrupted. At the same time, it provides a practical way to verify setback compliance early in the construction process.

For permits issued through September 30, 2026, applicants may choose either the existing pre-pour foundation inspection process or the new as-built survey process.

Effective October 1, 2026: All applicable projects must notify the Zoning Administrator when the foundation is poured and submit a signed and sealed as-built survey within 30 days of the foundation pour.



Contractor Open House

The Town invites the community – particularly contractors, builders, engineers, surveyors, and design professionals – to attend a Contractor Open House.

Date: July 29, 2026

Time: 10 AM - noon

Location: Clear Lake Town Hall, 111 Gecowets Drive, Fremont IN 46737

This informal, drop-in event provides an opportunity to:

- Review the new Improvement Location Permit (ILP) application.
- Learn about the new as-built survey process.
- Ask questions.
- Share comments and feedback with Town Zoning staff.
- All are welcome.

The Town is committed to working collaboratively with the construction community to implement these improvements and simplify the permitting process while maintaining clear and consistent development standards. We appreciate your continued investment in Clear Lake and look forward to working together to ensure a smooth transition.