Town of Clear Lake Plan Commission
Special Session Meeting Minutes – October 6, 2026

Plan Commission President Bert Elliott called the meeting to order at 7:00pm.

There were 8 residents in attendance and 1 via Zoom.

Members introduced themselves:

Amy Schweitzer, Hometown Initiatives
Cecil Fleeman, 240 Penner Drive
Dan Rippe, 126 Lakeside Court
Bert Elliott, 1058 South Clear Lake Drive
Jim Hauguel, 154 West Clear Lake Drive
B. Hanna, 208 West Clear Lake Drive
Jennifer Smith-Sattison, Billing Clerk
Mike Hawk, Attorney to the Plan Commission
John Schenkel, 472 East Clear Lake Drive (Zoom)

B. Elliott entertained a motion to approve October 6, 2026, agenda.
Motion by: D. Rippe
To approve October 6, 2026, agenda.
2nd by: B. Hanna
All in favor, say aye. Motion carried; October 6, 2026, agenda approved.

B. Elliott entertained a motion to approve August 4, 2026, Plan Commission Special Session meeting minutes.
Motion by: J. Hauguel
To approve August 4, 2026, Plan Commission Special Session meeting minutes.
2nd by: J. Schenkel
All in favor, say aye. Motion carried; August 4, 2026, Plan Commission Special Session meeting minutes approved.

A. Schweitzer went through UDO 2026-02 and public feedback.

Plan Commission members asked questions and discussed.

B. Elliott entertained a motion to open for public comment.
Motion by: B. Hanna
To open for public comment.
2nd by: D. Rippe
All in favor, say aye. Motion carried; opened public comment.

John Wilhelm, 206 West Clear Lake Drive, asked how this UDO affects Jerry Hewes property.

Attorney M. Hawk said it is not relevant to the UDO that is being addressed.

B. Elliott entertained a motion to close for public comment.
Motion by: B. Hanna
To close for public comment.
2nd by: J. Hauguel
All in favor, say aye. Motion carried; closed public comment.

Plan Commission members asked questions and discussed.

B. Elliott entertained a motion for the Plan Commission to recommend UDO 2026-02 as modified and recommend to the Town Council for approval. (Modification: Extensions may be made in six (6) month increments with a limit of three (3) extensions with applicable fees paid per Town of Clear Lake's fee schedule.)
Motion by: B. Elliott
To recommend UDO 2026-02 as modified to the Town Council.
2nd by: D. Rippe

C. Fleeman – Yes
D. Rippe – Yes
B. Elliott – Yes
J. Hauguel – Yes
B. Hanna – Yes
J. Schenkel – Yes

Motion carried; Approved for the Plan Commission to recommend UDO 2026-02 as modified and recommend to the Town Council for approval. (Modification: Extensions may be made in six (6) month increments with a limit of three (3) extensions with applicable fees paid per Town of Clear Lake's fee schedule.)

A. Schweitzer went through UDO 2026-03 and public feedback.

Plan Commission members asked questions and discussed.

B. Elliott entertained a motion to open for public comment.
Motion by: J. Schenkel
To open for public comment.
2nd by: D. Rippe
All in favor, say aye. Motion carried; opened public comment.

B. Elliott entertained a motion to close for public comment.
Motion by: D. Rippe
To close for public comment.
2nd by: B. Elliott
All in favor, say aye. Motion carried; closed public comment.

B. Elliott entertained a motion to approve UDO 2026-03 as written and recommend to the Town Council.
Motion by: J. Schenkel
To approve UDO 2026-03 as written and recommend it to the Town Council.
2nd by: B. Hanna

C. Fleeman – Yes
D. Rippe – Yes
B. Elliott – Yes
J. Hauguel – Yes
B. Hanna – Yes
J. Schenkel – Yes

Motion carried; Approved UDO 2026-03 as written and recommend it to the Town Council.

A. Schweitzer went through UDO 2026-04 and public feedback.

B. Elliott entertained a motion to open for public comment.
Motion by: B. Elliott
To open for public comment.
2nd by: J. Hauguel
All in favor, say aye. Motion carried; opened public comment.

B. Elliott entertained a motion to close for public comment.
Motion by: D. Rippe
To close for public comment.
2nd by: J. Hauguel
All in favor, say aye. Motion carried; closed public comment.

Plan Commission members asked questions and discussed.

B. Elliott entertained a motion to recommend UDO 2026-04 to Town Council.
Motion by: J. Hauguel
D. Rippe amended motion to include as written.
To approve UDO 2026-04 as written and recommend to Town Council.
2nd by: B. Hanna

C. Fleeman – Yes
D. Rippe – Yes
B. Elliott – Yes
J. Hauguel – Yes
B. Hanna – Yes
J. Schenkel – Yes

Motion carried; Approved UDO 2026-04 as written and recommend to the Town Council.

Plan Commission discussed and asked questions regarding HEA176 – Housing Development Audits

B. Elliott entertained a motion to open for public comment.
Motion by: D. Rippe
To open for public comment.
2nd by: J. Hauguel
All in favor, say aye. Motion carried; opened public comment.

B. Elliott entertained a motion to close for public comment.
Motion by: B. Elliott
To close for public comment.
2nd by: D. Rippe
All in favor, say aye. Motion carried; closed public comment.

Plan Commission discussed and asked questions.

A. Schweitzer went through UDO 2026-05.

Plan Commission discussed and asked questions.

B. Elliott entertained a motion to move UDO 2026-05 to public comment.
Motion by: D. Rippe
To move UDO 2026-05 to public comment.
B. Elliott amended motion to include legal review.
2nd by: J. Hauguel
All in favor, say aye. 1 nay (B. Hanna). Motion carried (5-1); Moved UDO 2026-05 to public comment and legal review.

B. Elliott went through Zoning Administrative Services Committee update.

D. Rippe and B. Elliott went through fees.

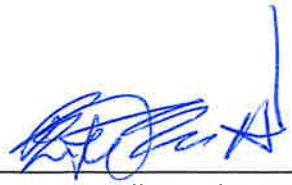
Plan Commission members discussed and asked questions.

B. Elliott entertained a motion to recommend new fees to Town Council for consideration correcting the typo to 50 cents.
Motion by:
To recommend new fees to Town Council for consideration correcting the typo to 50 cents.
2nd by: D. Rippe
All in favor, say aye. Motion carried; Recommend new fees to Town Council for consideration correcting the typo to 50 cents.

B. Elliott entertained a motion to adjourn the meeting.
Motion by: B. Hanna
To adjourn meeting.

2nd by: C. Fleeman
All in favor, say aye. Motion carried; meeting adjourned.

President B. Elliott adjourned meeting at 8:40pm.



Bert Elliott, Plan Commission President

Attest: Jennifer Smith-Sattison, Billing Clerk