

## **Town of Clear Lake - Plan Commission Meeting Minutes – February 2, 2015**

Plan Commission President Mike Long called the meeting to order at 7:00 PM. The following members of the Plan Commission were present.

Emma Brown  
Roger Dammeier  
Chris Folland  
Alan Korte  
Mike Long  
Don Luepke

Zoning Administrator Amy Schweitzer was present for the meeting. Plan Commission member Bonnie Brown was absent – stranded in New Jersey. President Long announced that a quorum was present. There was one audience member, Bruce Spangler, present for the meeting.

President Long welcomed new member Don Luepke to the board.

Long asked the Plan Commission members if they had reviewed the minutes from the November 5, 2014 meeting. Mr. Korte made a motion to approve the minutes as presented. Mr. Dammeier seconded the motion. Motion carried with all in favor.

Staff Schweitzer asked the Plan Commission if they had reviewed the email from Mr. Thorp concerning the completeness of the August 4, 2014 meeting minutes. The Plan Commission agreed the August 4 minutes were good as approved.

In Old Business, President Long stated there was no report from the Plan Commission Executive Committee as the Executive Committee had not recently met.

President Long asked for the Zoning Administrator's Report. Schweitzer reported on the following items:

- She had been trying to get in touch with Brad Johnson of Ground Rules Inc. to ask about Mark Jones' comments regarding estates, contested estates, and the definition of abandoned use. Schweitzer stated she'd also try to ask Mr. Mike Hawk about these items when she sees him next;
- Recapped that the Plan Commission had met five times, approved one administrative subdivision, and adopted one amendment to the Unified Development Ordinance in 2014;
- The surveyor of the Hewes Minor Plat had filed the drawings, but she was waiting on the application and other documents from the applicant;
- An attorney for Mr. Walter had contacted Mike Hawk regarding the subdivision of the Quiet Harbor Common Area;
- A list of potential UDO amendment items had been compiled from all of the input received (and not related to the 2014 amendment) during the public hearings. The list also includes items the Plan Commission Executive Committee has put on the "back burner" along with an item she had noticed.

Plan Commission members asked her to provide them a list of those items, and Mr. Korte asked specifically for the item Schweitzer had noticed. Schweitzer told the Plan Commission the definition of Half Story had been an issue. The Plan Commission discussed the definition of Half Story before deciding that it did need to be reviewed and discussed.

President Long asked for other Old Business. Mrs. Emma Brown asked about an issue Schweitzer had brought up to the Plan Commission Executive Committee concerning the use of the Administrative

Subdivision process. Schweitzer stated that the question was a hypothetical, and it was nothing that was going to happen soon.

President Long stated that in New Business, the Plan Commission would be electing officers. Long opened the floor for nominations. Mr. Folland nominated Mike Long to continue as President. Mrs. Emma Brown seconded the nomination. All voted in favor of Mike Long continuing as President. For Vice President, Mr. Dammeier nominated Chris Folland. Mr. Luepke seconded the nomination. All voted in favor of Chris Folland continuing as Vice President. For Secretary, President Long appointed Zoning Administrator, Amy Schweitzer.

President Long stated that Plan Commission needed to appoint a member of the Plan Commission to serve on the Clear Lake Board of Zoning Appeals. Mr. Folland told the Plan Commission that upon accepting a position on the Town Council, Roger Dammeier resigned his seat on the Plan Commission and BZA. Mr. Dammeier now filled one of the Town Council appointments on the Plan Commission. Town Council President Bob Lewis then appointed Don Luepke to fulfill his Plan Commission appointment vacated by Dammeier. After some discussion, Mr. Folland nominated Mr. Luepke to the Plan Commission's appointment to the Board of Zoning Appeals. All voted in favor of the nomination.

President Long explained that the Plan Commission needed to appoint the third member of the Plan Commission Executive Committee. The Plan Commission President (Mike Long) and Vice President (Chris Folland) are on the Executive Committee. Mr. Folland nominated Emma Brown. Mr. Korte seconded the nomination. All voted in favor of Mrs. Emma Brown serving as the third member of the Plan Commission Executive Committee.

President Long listed the meeting dates for 2015: May 4; August 3; November 2; and February 1, 2016. All of the meetings fall on Mondays. The Plan Commission agreed the meeting dates looked good.

President Long asked for additional business. There being none, he entertained a motion to adjourn. Mrs. Emma Brown made a motion to adjourn; Mr. Korte seconded the motion. Motion carried with all in favor; meeting adjourned at 7:26 PM.

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Amy Schweitzer, Secretary