

**Town of Clear Lake Plan Commission  
Meeting Minutes – February 6, 2024**

Plan Commission President Bill Hanna called the meeting to order at 7:00pm.

There were 3 residents in attendance and 2 via Zoom.

Members introduced themselves:

Bill Hanna (Zoom), 208 West Clear Lake Drive

Jim McClain, 1226 Quiet Harbor

Jessica Swander, 7382 E State Road 120

Bert Elliott, 1058 South Clear Lake Drive

Jim Hauguel, 154 West Clear Lake Drive

Guy Rodgers, Street & Sewer Superintendent

Dan Rippe, 126 Lakeside Court

Mike Hawk, Attorney to the Plan Commission

Jennifer Smith-Sattison, Billing Clerk

Robert Hawley, Zoning Administrator

Zoning Administrator, R. Hawley went through zoom instructions.

B. Hanna asked for a motion to approve agenda.

J. McClain requests to add UDO 2024-01 under new business.

**2<sup>nd</sup> by:** J. Swander to add UDO 2024-01 under new business.

All in favor, say aye. Passed 6-1. Adding UDO 2024-01 under new business approved.

B. Hanna entertained a motion to approve minutes from November 6, 2023, Plan Commission meeting.

**Motion by:** D. Rippe

To approve November 6, 2023, minutes.

**2<sup>nd</sup> by:** J. Swander

All in favor, say aye. Motion carried; minutes from November 6, 2023, approved.

No Budget Items.

UDO change 2023-02

Zoning Administrator R. Hawley went through the progress of the UDO change.

B. Hanna went through UDO change 2023-02.

Plan Commission discussed UDO change 2023-02.

B. Hanna entertained a motion to open for public comment.

**Motion by:** J. Hauguel

To open for public comment.

**2<sup>nd</sup> by:** J. Swander

All in favor, say aye. Motion carried; open for public comment.

Residents discuss UDO change 2023-02.

B. Hanna entertained a motion to close public comment.

**Motion by:** J. Hauguel

To close public comment.

**2<sup>nd</sup> by:** G. Rodgers

All in favor, say aye. Motion carried; closed public comment.

J. McClain motions to table UDO 2023-02 to new business, topic 2024-01, for further discussion (Note this was never formally revisited but falls under the sub-committee work for 2024-01).

**2<sup>nd</sup> by:** J. Swander

All in favor, say aye. Passed 5-2. Table UDO 2023-02 to new business for further discussion, approved.

UDO change 2023-03

B. Hanna went through UDO change 2023-03.

Plan Commission discussed UDO change 2023-03.

D. Rippe requests samples of non-conformity for the next meeting.

B. Hanna entertained a motion to table UDO change 2023-03 until next Plan Commission meeting (May 7, 2024).

**Motion by:** D. Rippe

To table UDO change 2023-03 until next Plan Commission meeting allowing Zoning Administrator time to assemble a categorial list (e.g., set-back) of legal non-conforming residences and quantity of occurrences for each around the lake and make a recommendation how the proposed change provides a balanced approach to trigger compliance to the comprehensive plan and scope of ILP project.

**2<sup>nd</sup> by:** J. Hauguel

All in favor, say aye. Motion carried; UDO change 2023-03 is tabled until next Plan Commission meeting, approved.

UDO change 2024-01

J. McClain went through UDO change 2024-01.

B. Hanna entertained a motion to establish a sub-committee under the Plan Commission to study and propose new architectural standards for Article 5.1.3. Action is for Bert Elliott to use the Road Committee Charter as an example and draft an Architectural sub-committee charter to the PC Executive Committee for review/approval.

**Motion by:** J. Swander

**2<sup>nd</sup> by:** D. Rippe

All in favor, say aye. Motion carried; A sub-committee under the Plan Commission to study and propose new architectural standards for Article 5.1.3, approved.

Election of Officers

Plan Commission President:

D. Rippe nominated B. Hanna.

B. Hanna accepted.

J. Swander nominated J. Hauguel.

J. Hauguel accepted.

B. Hanna received 2 votes.

J. Hauguel received 5 votes.

J. Hauguel is Plan Commission President.

Plan Commission Vice President:

J. Swander nominated D. Rippe

D. Rippe accepted.

D. Rippe nominated B. Hanna.

B. Hanna accepted.

D. Rippe received 5 votes.

B. Hanna received 2 votes.

D. Rippe is Plan Commission Vice President.

Plan Commission Executive Committee:

J. McClain nominated J. Swander.

J. Swander accepted.

B. Elliott nominated B. Hanna.

B. Hanna accepted.

D. Rippe nominated B. Elliott

B. Elliott accepted.

J. Swander received 4 votes.

B. Hanna received 2 votes.

B. Elliott received 1 vote.

J. Swander is Plan Commission Executive Committee.

Plan Commission Secretary:

G. Rodgers nominated R. Hawley

R. Hawley accepted.

R. Hawley received 7 votes.

Zoning Administrator R. Hawley is Plan Commission Secretary.

President J. Hauguel entertained a motion to adjourn meeting.

**Motion by:** J. McClain

To adjourn meeting.

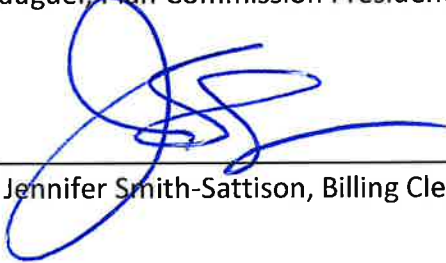
**2<sup>nd</sup> by:** J. Swander

All in favor, say aye. Motion carried, meeting adjourned.

Meeting adjourned 8:45pm



Jim Hauguel, Plan Commission President



Attest: Jennifer Smith-Sattison, Billing Clerk

\*Zoom recorded meeting was unsuccessful.