



# CICERO/JACKSON TOWNSHIP PLAN COMMISSION

## PETITIONERS:

Park Impact Fee proposal (Charlie Cambre)

## CICERO/JACKSON TOWNSHIP PLAN COMMISSION MINUTES 12/12/12

President Dan Strong called the October Session of the Cicero/Jackson Township Plan Commission meeting to order at 7:00 pm.

The members of the C/JT Plan Commission were present or absent as follows:

**PRESENT:** Dan Strong-President  
Stephen Zell- Vice President  
Mark Thomas  
Chris Lutz  
Dennis Schrumph  
Bruce Freeman (substitute for David Martin)  
John Culp- Legal Counsel  
Paul Munoz-Plan Director

**ABSENT:** Brett Foster  
Paul Vondersaar  
Tim Fonderoli  
David Martin  
Kelly Gunn-Recording Secretary

### 1. DECLARATION OF QUORUM:

President Dan Strong declared a quorum with 6 of 9 members.

### 2. APPROVAL OF MINUTES:

President Dan Strong entertained a motion to approve the meeting minutes from 11/14/12. Stephen Zell made a motion to approve the meeting minutes as submitted and Mark Thomas seconded the motion. All members present with the exception of Bruce Freeman were in favor of approving the minutes. Bruce Freeman, who is substitute for David Martin this evening abstained from voting. Legal Counsel John Culp made the comment that Recording Secretary Kelly Gunn does a wonderful job with the monthly meeting minutes.



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### 3. OLD BUSINESS

NONE

### 4. NEW BUSINESS

#### **Election of Officers:**

President Dan Strong asked the board members if they would like to go ahead with the Election of Officers this evening, or if they would like to postpone until next month when more members of the board are present. Chris Lutz stated that he believes there is no reason to postpone the Election of Officers. Chris Lutz said that he does not feel that a change to the current officers is needed, but if there is a need or desire of other members to change the current President, Vice President or Secretary, he is open to discussion about it. Stephen Zell agreed with Chris Lutz. The board members agreed to go ahead with the Election of Officers.

Stephen Zell nominated current President, Dan Strong to continue in the same role. Chris Lutz seconded the nomination. All members present were in favor.

Mark Thomas nominated current Vice President, Stephen Zell to continue on with the same duties in that role. Dennis Schrupf seconded the nomination. All members present were in favor.

Chris Lutz nominated current Secretary, Mark Thomas to continue in the same capacity. Stephen Zell seconded the motion. All members present were in favor.

President Strong asked for a recommendation for Legal Counsel for the board. Planning Director Paul Munoz stated that only 1 bid has been submitted and that is Culp and Culp. Stephen Zell made a motion to have Culp and Culp continue as Legal Counsel for the Planning Commission. Mark Thomas seconded the motion. All members present were in favor.

#### **Discussion of proposed Park Impact Fee:**

President Strong explained to Park Superintendent Charlie Cambre that he does have the option to table this discussion until all 9 members can be present as he would need 5 favorable votes tonight. Mr. Cambre stated that he would like to proceed. Mr. Cambre discussed the firm who worked on the updated Park Impact Fee, Lehman and Lehman from Mishawaka, IN. Chuck Lehman gave a presentation to the board on the updated Park Impact Fee. Mr. Lehman gave a list of the upcoming meetings having to do with the Park Impact fee to the board. Mr. Lehman stated that the collection of the fees will occur in June 2013, 6 months after the ordinance is adopted by the Town Council. Mr. Lehman discussed the need for and the benefits of having a Park Impact Fee in a community. Mr. Lehman briefly discussed the four types of Impact Fees that



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are outlined in the State statutes and ordinances, Recreation, Road Impact, Utility and Drainage Impact fees. Mr. Lehman discussed the purpose of the Recreation Impact Fee. Mr. Lehman discussed the fact that most communities include the update to their Park Impact Fee in their 5 year Park Master Plan. Mr. Cambre discussed the timeline for the latest Park Impact Fee update and the reasons for the delay in getting this completed previously. Mr. Lehman discussed whom the Park Impact Fee applies to. Mr. Lehman stated that it would be paid by anyone building a Single family home, mobile home, Multi family home, Condo, Apartments, Duplexes, etc. Mr. Lehman stated that these fees are collected when the building permit is applied for and it is a one time fee. General discussion of this topic continued. Mr. Lehman discussed the 10 step process to have the Park Impact Fee adopted by the Town Council. General Discussion continued in reference to the Park Impact Fee update process.

Plan Director Paul Munoz discussed that there are some areas within the Township that he will not be collecting Park Impact Fees from. Paul Munoz discussed the fact that Morse Landing West and Stillwater Cove are really the only Subdivisions that contain amenable lots left within them. Paul Munoz discussed the fact that the Point will have a new home built out there next year and that Greystone Village has only 4 lots left to build on. Paul Munoz discussed his efforts to reach out to home developers who may potentially be interested in bringing some housing development projects to the area. Chris Lutz and Stephen Zell asked questions in reference to the areas of our jurisdiction that are excluded from the Park Impact Fee. Mr. Lehman discussed this topic and discussion amongst the members of the board continued. Paul Munoz discussed the jurisdiction and boundaries of the Cicero/Jackson Twp. Plan Commission. The board members discussed potential and future growth in the area. Discussion of the reasons for a Park Impact Fee update and who it affects continued. Mr. Lehman discussed the projected number of housing units in the jurisdiction (152) for 2013 and 2014 and how that affects the potential Park Impact Fee that will be collected in the future.

Mr. Lehman discussed the schedule and timeframe for implementation of the plan. Discussion of this topic continued amongst the members of the board and Mr. Lehman. Paul Munoz asked about the inflation rate, and how that works. Mr. Lehman discussed this topic. Discussion of current land prices and how the fees are determined based upon that information was discussed amongst the members of the board and Mr. Lehman. Paul Munoz discussed that as he is going through the Comprehensive Plan update, Parks and Recreation is the number 1 amenity and focal point being brought up. Paul Munoz gave a brief overview of the input he has received from the Community as well as the Comp Plan Steering Committee members. Charlie Cambre discussed future trail connectivity with other local parks. Discussion of lack of development or increase in development and how that would affect the Park Impact Fee took place. Stephen Zell asked about the public's input on the Park Impact Fee. Mr. Lehman discussed the process and how it works. Stephen Zell made a motion to send a favorable recommendation to the Cicero Town Council the proposal by Lehman and Lehman and Charlie Cambre, to approve the Recreation Zone Impact Fee of \$843.00 at this 5 year mark, secondly this will include an Interlocal agreement with Jackson Township when the Impact fee is assessed outside the town limits of Cicero and finally that the Impact fee be reviewed yearly for inflation and consideration be given to adjust the fee accordingly based upon the Gross Domestic Product definitions and process as described within the proposal. Legal Counsel John Culp stated that it is not necessary to include the portion in reference to the Interlocal agreement with Jackson Township as that agreement already



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exists. Stephen Zell amended his motion to exclude that portion in reference to Jackson Township and the Interlocal agreement with the Town of Cicero. Chris Lutz seconded the motion and all members present were in favor. Legal Counsel John Culp stated for the record that there was a very lengthy discussion about this topic (approximately an hour and 40 minutes) so that a fair and informative decision could be made as to whether a favorable recommendation or unfavorable recommendation would be forwarded onto the Cicero Town Council.

Chris Lutz asked about other types of Impact Fees such as Road, Drainage, etc. would be implemented in the future. Dennis Schrupf discussed the TIF districts that are currently in place and the fact that the money that is brought in from those districts can only be used on local infrastructure. Discussion of this topic continued. Mr. Lehman discussed the fees that the City of Noblesville currently has in place. Chris Lutz asked if this is something that the Town of Cicero should look into in the future and Mr. Lehman discussed this. Legal Counsel John Culp stated that Park Superintendent Charlie Cambre and Planning Director Paul Munoz are constantly looking for Grant money to help fund local projects for the betterment for the town. Discussion of this continued.

## 5. PLAN DIRECTORS REPORT:

Paul Munoz discussed the Comp Plan Steering Committee that took place earlier this week. Paul Munoz discussed the next scheduled meeting and what he hopes to accomplish in the Focus groups that are upcoming. Paul Munoz asked the board members for their participation in these Focus Group meetings and asked them to invite town members that have complaints or ideas about the Town. Paul Munoz discussed the need for participants that have both negative and positive thoughts about the Town of Cicero at these meetings. Paul Munoz discussed the vision and branding statements that the Steering Committee came up with. Paul discussed that the majority of members emphasized keeping the small town feel but also including recreation and this being a place where people want to spend a Saturday afternoon. Dan Strong stated that KK Gerhart-Fritz has done an excellent job of getting members of the Steering Committee to look ahead into the future for thoughts, ideas and conversations during this ongoing process. Paul Munoz thanked the board members for their hard work. Paul discussed the fact that 2012 was a busy year for variances as well as Plan Commission dockets. Legal Counsel John Culp commended Paul on a job well done.

## 6. PRESIDENTS REPORT:

Dan Strong thanked Paul Munoz and Kelly Gunn for all of their hard work this year. Dan Strong thanked Culp and Culp for all of their hard work as well.

## 7. LEGAL COUNSEL REPORT:

John Culp stated that he represents 4 different BZA/Plan Commission's and the Cicero/Jackson Township boards are run very professionally and he wanted to commend everyone on their hard work and dedication.

## 8. COMMENTS FROM COMMISSION MEMBERS:

NONE



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## 9. PUBLIC COMMENT

Charlie Cambre discussed Chuck Lehman's hard work on this proposal. Discussion of the process and history of the Park Impact Fee was discussed. President Dan Strong thanked Charlie Cambre for his hard work and foresight in getting this fee implemented.

## 10. NEXT PLAN COMMISSION MEETING

**January 9th, 2012 @ 7:00 p.m.**

## 11. ADJOURNMENT:

President Dan Strong asked for a motion to adjourn. Chris Lutz made a motion to adjourn and Mark Thomas seconded the motion. All members present were in favor. Meeting was adjourned at 9:40 pm.

### ***Signature on Official Documents!***

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Dan Strong, 2012 C/JT Plan Commission-President

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Stephen Zell, 2012 C/JT Plan Commission-Vice President

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Mark Thomas, 2012 C/JT Plan Commission Secretary

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Kelly Gunn, 2012 C/JT Recorder

Date: \_\_\_\_\_