



CICERO/JACKSON TOWNSHIP PLAN COMMISSION

PETITIONERS:

Marc Deitsch

Randall and Deanne Candler

Waterfront Condominiums HOA

CICERO/JACKSON TOWNSHIP PLAN COMMISSION MINUTES 01/11/12

President Dan Strong called the Cicero/Jackson Township Plan Commission meeting to order at 7:02 pm.

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

PRESENT: Dan Strong-President
Stephen Zell-Vice President
Tim Fonderoli
Chris Lutz
Dennis Schrupf
Paul Vondersaar
Brett Foster
Mark Thomas-Secretary
Aaron Culp
Paul Munoz-C/JT Planning Director
Kelly Gunn- Recording Secretary

ABSENT: NONE

1. DECLARATION OF QUORUM:

President Dan Strong declared a quorum with 8 of 9 members present.

President Dan Strong discussed the vacancy on the board due to Steve Hudson resigning his position. Paul Munoz stated that he would like a recommendation from the board for the Town Council to appoint a new member.

2. APPROVAL OF MINUTES:

President Dan Strong asked for a motion to approve the 12/14/11 meeting minutes. Tim Fonderoli made a motion to approve the minutes as submitted and Stephen Zell seconded the motion. All members present were in favor.



CICERO/JACKSON TOWNSHIP PLAN COMMISSION

3. OLD BUSINESS

NONE

4. NEW BUSINESS:

Paul Munoz discussed the Stokes Family Subdivision docket and how it was removed from the agenda due to improper legal notification. Paul Munoz stated that it is his desire to add the docket back onto the agenda for the purpose of tabling the docket until the next meeting. Paul Munoz discussed the recent issues with getting Legal Notices in The Noblesville Daily Times due to personnel issues at the paper. Paul Munoz asked the board if a special meeting can be held in approximately 2 weeks due to the newspaper and not the petitioners' being at fault. President Strong asked the board for their input and thoughts and they agreed to the special session. President Strong asked Paul Munoz for a date for the meeting so that the petitioners' are sure that they can meet all legal requirements. Paul Munoz asked if all board members could notify him by tomorrow whether they can be attendance so that they can ensure that there is a quorum. Legal Counsel Aaron Culp stated that in order for this arrangement to work, the date must be announced tonight. Stephen Zell made the motion for a Special Session of the Plan Commission to take place to address the dockets that cannot be handled tonight on 01/11/12. Tim Fonderoli seconded the motion and all members were in favor. The Special Session will be held on 01/25/12 7pm. Paul Munoz stated that the Legal Notices will be amended and given out tomorrow. Paul Munoz asked Aaron Culp whether the Plan Commission would need to advertise the Special Session and Aaron Culp stated yes that would need to be done.

Docket #: PC-1211-025-AG

Petitioner: James and Sherry Tittle

Proposed Location: 25541 Scherer Ave.

Arcadia, IN 46030

Stokes Family Subdivision

Paul Munoz stated this docket needs to be added to the agenda. Paul Munoz stated that all TAC members have received the proper information and that the Plan Commission members will receive it within the next few days. Tim Fonderoli made a motion to add this docket to the agenda. Stephen Zell seconded the motion. Aaron Culp stated that for the record, the petitioners were slated to be on tonight's agenda until the Planning office received notification that the advertisement in the paper had not been completed. President Dan Strong entertained a motion to table this docket until the 01/25/12 meeting. Tim Fonderoli made the motion to table and Mark Thomas seconded. All members present were in favor.

Docket #: PC-1111-022-AG



CICERO/JACKSON TOWNSHIP PLAN COMMISSION

Petitioner: Marc Deitsch

**Proposed Location: 21950 Anthony Rd.
Cicero, IN 46034**

Subdivision Control Variance: To allow for more than two (2) road cuts in a minor subdivision of 2 total lots.

Docket #: PC-1111-024-AG

Petitioner: Marc Deitsch

**Proposed Location: 21950 Anthony Rd.
Cicero, IN 46034**

Replat: To allow for the removal of the 2' non-access easement to allow for a new drive cut

Stephen Zell made the motion to table these dockets due to legal notifications not being completed in the required timeframe. Mark Thomas seconded the motion and all members were in favor.

Docket #: PC-1111-021-AG

Petitioner: Randall and Deanne Candler

**Proposed Location: 5355 E 225th St.
Noblesville, IN 46062**

Minor Subdivision: To allow for the split of a parent track into 3 parcels for the purpose of sale.

Paul Vondersaar made a motion to table this docket. Tim Fonderoli seconded the motion. All members were in favor.

Docket #: PC-1111-023-DC

Petitioner: Waterfront Condominiums H.O.A.

**Proposed Location: 420 W Jackson St.
Cicero, IN 46034**

Aesthetic Review: Review of sign package for the Condominiums

Paul Munoz stated that there are no representatives of this docket currently present. Paul Munoz discussed the purpose of the docket and the petitioners' intentions for their landscaping and sign package. President Strong asked about their previous sign and the fact that it was temporary and that the current proposal is for the new sign to be permanent. President Dan Strong asked if the height of the sign would be no more than 5 feet and Paul Munoz stated that the sign fits all requirements for size. Paul Munoz discussed the aesthetics of the sign. Dan Strong asked for comments and input from the board members. Dan Strong stated that the sign will not be lighted and Paul Munoz indicated that President Strong was correct in that statement. The board took a brief recess as member Brett Foster joined the meeting at 7:15 pm. Tim Fonderoli asked about the lack of contact information on the sign and whom the sign will be advertising for. Dan Strong asked Tim Fonderoli if this docket is approved, should the board give the petitioner the parameters to add a contact number that fits in with the aesthetics and parameters of the sign. Tim Fonderoli was agreeable to that idea. President Dan



CICERO/JACKSON TOWNSHIP PLAN COMMISSION

Strong asked about monitoring of the real estate signs on the property and Paul Munoz stated that the condos themselves are responsible for that. Discussion of Real Estate signage continued amongst the members of the board. Stephen Zell discussed the sign and what it is proposed to look like. Paul Vondersaar asked whether the petitioner would need to come back before the board for approval if they decided in the future that they wanted lighting for the sign. The board members all agreed that no lighting would be permitted. Paul Vondersaar made a motion to approve the docket with the commitments that the petitioner's may add contact information to the sign in the area that has been submitted. Tim Fonderoli seconded the motion. All members present were in favor.

Election of Officers for 2012

Nominations:

President: Current, Dan Strong

2012: Dan Strong

Vice President: Current, Stephen Zell

2012: Stephen Zell

Secretary: Current, Mark Thomas

2012: Mark Thomas

Stephen Zell made the nomination for Dan Strong to continue as President of the Plan Commission and Tim Fonderoli seconded the motion. All members present were in favor.

Paul Vondersaar nominated Stephen Zell to continue as Vice President of the Plan Commission. Tim Fonderoli seconded the motion. All members present were in favor.

Tim Fonderoli nominated Mark Thomas to continue as Secretary. Paul Vondersaar seconded the motion. All members present were in favor.

Clerk Treasurer Jan Unger brought the Oaths of Office to the meeting for Dan Strong, Stephen Zell, Tim Fonderoli, Christopher Lutz, Brett Foster, and Dennis Schrupf. All members stood and raised their right hands and took the oath. Paul Munoz stated for the record that he received an e-mail from Chris Miller, the Jackson Twp. Trustee stating that Mark Thomas and Paul Vondersaar should continue as members of the board representing the Township. Clerk Treasurer Jan Unger led Mark Thomas and Paul Vondersaar through the Oath of Office as well.

Comprehensive Plan RFQ:

150 W. JACKSON ST. P.O. Box 650 CICERO, IN 46034
PHONE: 317-984-5845 FAX: 317-984-5938 WWW.CICEROIN.ORG



CICERO/JACKSON TOWNSHIP PLAN COMMISSION

Paul Munoz updated the members of the board on the status of the Comprehensive Plan Update. The issue that has arose with Jackson Township and the Fire Territory has caused the Township to reconsider their assistance with the funding of the project. Plan Director Paul Munoz stated that he is actively searching for other funding sources. Paul Munoz stated that he will read the proposals into record and then will ask for committee to go over them with him to make sure that they are complete. Paul Munoz read each individual bidder into the record. Structurepoint, The Planning Workshop, Ratio and Schmidt and Associates submitted quotes by the deadline. Paul Munoz opened Ratio's submission and passed them out to each board member. President Dan Strong stated for the record that the board and the Town of Cicero are not entering into any contracts, and that they are merely looking at proposals for Comprehensive Plans. Paul Munoz discussed what will be provided in the submissions. Discussion continued on this topic.

Plan Director Paul Munoz then passed out the Schmidt and Associates proposal. Legal Counsel Aaron Culp recommended that once all submissions are passed out, the Plan Commission should take a vote to take them under advisement. Stephen Zell asked how these documents should be handled by the members of the board. Aaron Culp stated that the proposals are public record once they are passed out.

Plan Director Paul Munoz stated that The Planning Workshop submitted only one copy of their proposal and he went on to explain the situation that arose which prohibited K.K. Gerhart-Fritz from getting all of her copies of the proposal done.

Cory Myer, Key Urban Planner from Schmidt and Associates was present at the meeting to discuss her proposal. Ms. Myer briefly discussed the proposal that was submitted and that it was a privilege to be considered for this project.

Legal Counsel Aaron Culp recommended that the monetary quotes and figures be read into record. Plan Director Paul Munoz each individual quote into the record. Schmidt and Associates quoted the project between \$85,000- \$95,000. StructurePoint quoted the project at \$64,625. Ratio quoted the project at \$52,500. The Planning Workshop quoted the project at \$37,500. Aaron Culp stated that they are not required to take the lowest bidder as it is a professional service that is being solicited. Paul Munoz asked for volunteers for a committee to take a look at these RFQ's with him. Paul Munoz discussed the RFP process and what was included. Discussion continued in reference to this topic.

Dan Strong asked for volunteers to be on the committee. Brett Foster asked what the time commitment would consist of. Paul Munoz discussed the timeframe for recommendations and stated that he would like to have a recommendation to Town Council sometime in February. Brett Foster volunteered to be on the committee. Paul Vondersaar asked if there was a rush to get this done by February. Dan Strong stated that he doesn't believe so, but council was interested in a range and perspective from the members of the board. Paul Munoz stated that he is still waiting to hear back from possible funding sources and should have an answer in March or April. Discussion continued in reference to this topic. Brett Foster stated that getting a recommendation done by end of February is something that would be good for the Town Council. Dan Strong and Chris Lutz also volunteered for the committee. Discussion continued about this topic. Tim Fonderoli asked



CICERO/JACKSON TOWNSHIP PLAN COMMISSION

if any members have input and are not a part of the committee, should they e-mail it to Paul Munoz, so that their voices are heard. Paul Munoz stated yes he would like input from all members whether on the specific committee or not. Paul Munoz stated that if the members of the board feel that none of the proposals meet their criteria, then another RFP can be sent out. Brett Foster made a motion to take the submissions under advisement. Stephen Zell seconded the motion. All members present were in favor.

5. PUBLIC COMMENT:

NONE

6. PLAN DIRECTORS REPORT:

Plan Director Paul Munoz discussed the Outdoor Seating Ordinance. Paul Munoz sent out revised copies of the outdoor seating ordinance and stated that he came up with a few new definitions to choose from. Tim Fonderoli stated that he would like to see everything finalized because it is a very important ordinance and he would like to see everything that the board wants incorporated into the ordinance. Dan Strong discussed an application fee and a disclaimer that should be included which talks about separate Special Exception fees if serving alcohol. Discussion continued about this topic.

Dan Strong discussed some sections that he had questions about. Discussion continued about the proposed ordinance and the definitions. Legal Council Aaron Culp stated that there should be something referencing space for pedestrians or wheelchair/ADA accessibility. Paul Munoz discussed that those items will be addressed in the sidewalk ordinance that is currently being worked on.

Dan Strong asked about the quarterly/end of the year report. Paul Munoz stated that he is waiting to receive the end of the year numbers and that he will have it prepared by the next meeting.

Paul Munoz discussed the Indiana EDC conference that he is currently attending at Ball State University. Paul Munoz wanted to reiterate that planning for the future and the new Comprehensive Plan are important issues that he has heard about in every break out session at the conference. Paul Munoz discussed having a vision and plan for your community and how vital it is. Discussion continued about this topic amongst the members of the board. Dan Strong asked if Paul Munoz could provide a few bullet points or a summary of his week at the conference and Paul Munoz stated that he could put something like that together for the members of the board. Stephen Zell commended Paul Munoz for his hard work on the Outdoor Seating Ordinance.

8. PRESIDENTS REPORT:

President Dan Strong asked for a recommendation from the board to the Town Council for Paul Munoz to continue in his role as Plan Director. Stephen Zell made the motion and Mark Thomas seconded the motion. All members were in favor. President Strong took a moment to welcome the board's two new members, Dennis Schrupf and Brett Foster.



CICERO/JACKSON TOWNSHIP PLAN COMMISSION

9. LEGAL COUNSEL REPORT:

Aaron Culp passed around a draft of the parking overlay district ordinance and discussed the draft. He stated that this is for members to review before the next meeting. Aaron Culp stated that the members need to define exactly where this area is laid out and hopefully at next meeting this can be discussed. Aaron Culp stated that the outdoor storage ordinance draft will be passed out at the next meeting as well. President Dan Strong asked Paul Munoz if he will have a recommendation by next meeting for parking and he stated yes. Discussion continued about this topic. Aaron Culp discussed potential revisions to this ordinance to eliminate some issues that could arise.

Paul Vondersaar asked about the parking signs at Gymies which state something to the effect of "no parking other than Gymies members." Paul Vondersaar asked Legal Council Aaron Culp whether this should be addressed since Gymies does not actually control or own the area where their parking is located. Chris Lutz stated that it needs to be researched. Discussion continued about this issue. Dan Strong asked Paul Munoz to look into it. Discussion continued amongst the members of the board. Aaron Culp stated that options moving forward can be covered in the Comprehensive Plan process.

10. COMMENTS FROM COMMISSION MEMBERS:

NONE

11. PUBLIC COMMENT

Cory Myer from Schmidt and Associates recommended that the board take a look at square footage of businesses in relation to parking. Dan Strong discussed the current ordinance and what is currently included. Cory Myer stated that the comment was correct and that this should be included in the new Comprehensive plan.

12. NEXT PLAN COMMISSION MEETING

February 8th, 2012 @ 7:00 p.m.

12. ADJOURNMENT:

President Dan Strong asked for a motion to adjourn. Paul Vondersaar made the motion to adjourn the meeting and Tim Fonderoli seconded the motion. All members present were in favor and the meeting was adjourned at 8:26 p.m.



CICERO/JACKSON TOWNSHIP PLAN COMMISSION

Signature on Official Documents!

Dan Strong, 2012 C/JT Plan Commission-President

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

Mark Thomas, 2012 C/JT Plan Commission Secretary

Kelly Gunn, 2012 C/JT Recorder

Date: _____