



# CICERO/JACKSON TOWNSHIP PLAN COMMISSION

## PETITIONERS:

Hartley Funeral Home (Kay Hartley)

## CICERO/JACKSON TOWNSHIP PLAN COMMISSION MINUTES 01/09/13

President Dan Strong called the January 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  
Mark Thomas  
Chris Lutz  
Dennis Schrupf  
Paul Vondersaar  
Tim Fonderoli  
David Martin  
Kelly Gunn-Recording Secretary  
John Culp- Legal Counsel  
Paul Munoz-Plan Director

**ABSENT:** Eric Hayden  
Stephen Zell

### 1. DECLARATION OF QUORUM:

President Dan Strong declared a quorum with 7 of 9 members.

### 2. APPROVAL OF MINUTES:

President Dan Strong entertained a motion to approve the meeting minutes from 12/12/12. Mark Thomas made a motion to approve the meeting minutes as submitted and Tim Fonderoli seconded the motion. All members present were in favor.

### 3. OLD BUSINESS NONE



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## 4. NEW BUSINESS

### **Docket #: PC-1212-020-DC**

Petitioner: Sylvia Kay Hartley (Hartley Funeral Home)

Property Address: 175 West Jackson St.

Cicero, IN 46034

Aesthetic Review Overlay District: Review of proposed Funeral Home parking sign to be placed on side of former Cicero Market location.

Kay Hartley came before the board to discuss her proposed parking sign for her business, Hartley Funeral Home. Ms. Hartley stated that she would like to place the sign on the West side of the building that she owns, and which is located at 175 W. Jackson St. This building is directly across the street from the funeral home. Ms. Hartley stated that in the past they have used the parking lot at 175 W. Jackson St. for overflow parking during services. Ms. Hartley stated that she has currently leased the building at 175 W. Jackson St. to a low traffic business, Cicero Pool and Spa. Ms. Hartley stated that her tenants do have permission to use the parking lot when it is not needed for a funeral service. Ms. Hartley discussed how parking works for services. Ms. Hartley discussed an ongoing problem that she is having with patrons of other nearby establishments leaving their cars in the lot for two to three days at a time. Discussion of this issue continued.

Ms. Hartley stated that she will be covering the wood supports for the sign. Ms. Hartley discussed the dimensions and design of the proposed sign. Ms. Hartley stated that it will be 48 tall by 72 wide on a white or light grey background. Ms. Hartley stated that the lettering will be black and she has asked AJ Witham to do the sign as well as install it. President Strong discussed the square footage for signage that is allowed in a DC zoning district. President Strong stated that 60 square feet is permitted. Paul Munoz stated that Ms. Hartley's sign will be approximately 24 square feet, which will leave 36 square feet worth of signage for her tenants at 175 W. Jackson St. Paul Vondersaar asked Ms. Hartley where the employees of Cicero Pool and Spa will park when there is a funeral service going on. Ms. Hartley stated that the very small number of employees of that business can park safely behind the building. Ms. Hartley stated that any customers will be able to utilize on street parking in front of the business. Ms. Hartley stated that most often the staff of Cicero Pool and Spa go to their clients' homes when they receive maintenance/installation calls, as opposed to their clients coming into the business.

President Strong asked for the type of material that the sign will be made of. Ms. Hartley stated that she cannot remember, but that she did ask Mr. Witham to make it out of a material that is low to no maintenance. Ms. Hartley stated that she believes the material is aluminum. Paul Munoz discussed the fact that the sign that is being requested pertains to another business, not the one that is housed at 175 W. Jackson St. Paul Vondersaar stated that he views this sign and situation completely different than previous requests for signage to be placed on a building that advertises another off site business. Paul



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Vondersaar stated that this sign is a permanent, fixed sign for a special purpose and will not be changed to advertise multiple off site businesses and that the business that it pertains to is directly across the street from the sign. Discussion of this topic continued. President Dan Strong concurred with all comments. When asked for his opinion, Legal Counsel John Culp stated that he agrees as well with the board members. Paul Vondersaar made the point that no financial gain or income will come to the petitioner as a product of this sign as it is simply asking patrons to be polite and not park in the lot as it belongs to Hartley Funeral Home. President Strong asked Ms. Hartley if she will have any lighting for the sign. Ms. Hartley stated that she will be using the existing dusk to dawn lighting that is already on site. There were no other questions or comments from the members of the board.

Tim Fonderoli made a motion to approve and Mark Thomas seconded the motion. All members present were in favor. Ms. Hartley was instructed to contact the Planning Office to complete the Sign Permit application process.

## 5. PLAN DIRECTORS REPORT:

Paul Munoz discussed the Comprehensive Plan Focus Group meetings that are scheduled on Tuesday Jan. 15<sup>th</sup>, 2013. Paul Munoz asked the board members to attend these meetings if at all possible. Discussion continued about these meetings as well as about the need for a strong turnout. Paul Munoz stated that he has regional parties attending these meetings, which include representatives from the Cities of Noblesville and Westfield, as well as the Hamilton Co. Parks Department. Paul Munoz discussed the progress and development thus far with the Comprehensive Plan process. President Strong discussed future options to update and change the newest Comp Plan.

Paul Munoz stated that he will be giving the 2012 yearend report as soon as possible. Paul Munoz discussed his revenue projections for 2013. Paul Munoz stated that he is scheduling meetings with potential builders and home developers to gauge and spark their interest in possibly building single family home neighborhoods in Cicero/Jackson Township.

President Strong asked if there was any update on the CVS project. Paul Munoz stated that he believes that they will start construction at the end of this month. Paul Munoz discussed the moratorium that is in place due to the drainage issues on that South side of Cicero. Paul Munoz discussed the 6-10 year timeframe for this moratorium. Paul Munoz stated that he is attempting to get together with the Kenton Ward at the Hamilton Co. Surveyor's Office to discuss this issue and to also discuss possible remedies. Paul Vondersaar asked for a more detailed location. Paul Munoz stated that it is in effect from South of Chaudion's and East and West of Community Bank all the way to 206<sup>th</sup> Street. Discussion of this topic continued amongst the members of the board and the Planning Director.

## 6. PRESIDENTS REPORT:

Dan Strong asked Paul Munoz if he could start sending out a monthly permit report to the members of the board so they know what projects are going on in the town. Paul Munoz asked for more specifics about the



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type of report that the board would like. President Strong stated he would like to see a monthly Contractor's Report that gives addresses and basic info on the projects. Discussion of this topic continued.

7. LEGAL COUNSEL REPORT:

NONE

8. COMMENTS FROM COMMISSION MEMBERS:

NONE

9. PUBLIC COMMENT

NONE

10. NEXT PLAN COMMISSION MEETING

**February 13th, 2012 @ 7:00 p.m.**

11. ADJOURNMENT:

President Dan Strong asked for a motion to adjourn. Tim Fonderoli made a motion to adjourn and Chris Lutz seconded the motion. All members present were in favor. Meeting was adjourned at 7:28 pm.

***Signature on Official Documents!***

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Dan Strong, 2013 C/JT Plan Commission-President

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Stephen Zell, 2013 C/JT Plan Commission-Vice President

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Mark Thomas, 2013 C/JT Plan Commission Secretary

\_\_\_\_\_  
Kelly Gunn, 2013 C/JT Recorder

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