



# CICERO/JACKSON TOWNSHIP PLAN COMMISSION

## PETITIONERS:

Michael and Kimberly Alexander  
Greg Klopstad/Gus Beerwart (Dairy Queen)  
Deb Small (Small Shop of Hair)  
Jason Viemann (Key Bank)

## CICERO/JACKSON TOWNSHIP PLAN COMMISSION MINUTES 07/09/14

President Dan Strong called the July 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  
David Martin - Vice President  
Paul Vondersaar - Secretary  
Eric Hayden  
Dennis Schrumpf  
Mark Thomas  
Stephen Zell  
Aaron Culp - Legal Counsel  
Paul Munoz - C/JT Plan Director  
Sally Mangas - Recorder

**ABSENT:** Tim Fonderoli  
Christopher Lutz  
John Culp - Legal Counsel

### 1. DECLARATION OF QUORUM:

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

### 2. APPROVAL OF MINUTES:

Stephen Zell made the motion to approve the 4/9/14 minutes as submitted and Mark Thomas seconded the motion. All members present were in favor.



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### 3. OLD BUSINESS:

**Docket #: PC-0114-001-R1**

**Petitioner: Michael & Kimberly Alexander**

**Property Address: 24592 Point Lane  
Arcadia, IN 46030**

**Minor Subdivision Application: To allow for a split of the parent tract of 12.67 acres into two (2) separate parcels. Parcel #1 being 6.51 acres and parcel #2 being 6.15 acres.**

President Strong asked Mr. Munoz if he had had any correspondence with the petitioners to which he stated that no he had not. He has spoken with their engineering and surveying firms a couple of times and they have had no further correspondence with them in regards to this issue. Based on this Mr. Munoz made the recommendation to officially remove this from the docket. President Strong asked for a motion.

Steve Zell made a motion to remove this from the Agenda and Docket, it was seconded by Paul Vondersaar. All members present were in favor. President Strong stated that it would be removed.

**Docket #: PC-0413-009-NC**

**Petitioner: Gus Beerwart (Dairy Queen)**

**Property Address: 90 S Peru Street  
Cicero, IN 46034**

**Aesthetic Review Overlay District: Revisions to previous aesthetic review.**

Gus Beerwart with Coppola Construction, the contractor, 5033 E 68th Street Indianapolis IN. President Strong asked Mr. Beerwart what changes he was planning on making since the last aesthetic review. Mr. Beerwart stated that Dairy Queen is changing all of their outside appearances. They are doing away with the old style Mansford roof and making all of the walls vertical and adding some color and lighting to the outside. There will be no structural change to the building just cosmetic. Mr. Munoz stated that this had been discussed in previous meetings; that there was the potential that DQ would have to do this, they had been looking for some other options to try and keep from having to do this with some commitments however after speaking with him about this they are just going to go through the process and change the structure there. We've already approved the signage, the stone façade on the front and side at the entrance and the seating in front so this is really just looking at the Mansford roof and color changes.

President Strong asked the board members if they had any questions. Mark Thomas asked for clarification on the overhang and if it is going to be completely gone to which Mr. Beerwart stated



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absolutely. Mr. Martin asked about the note on the application stating addition to the bottom, asking if there are going to be any additions to which Mr. Beerwart replied that there were no additions to the bottom; no changes to the bottom. There was some discussion between board members about what had been approved previously. Mr. Vondersaar asked about the colors to which Mr. Beerwart showed the board members a photo of what the front would look like; adding that it would have LED lights and spots inside. The photo also showed how it would tie in with the existing chimney (false chimney) that is on the front. There was further discussion between Mr. Vondersaar and Mr. Beerwart about other changes and Mr. Beerwart showed on the photo where he would be starting; where the soffit presently is. Mr. Vondersaar stated that the paperwork says on the right side elevation not to be done, he pointed to the photo and stated this and the orange are not to be done to which Mr. Beerwart agreed, he stated that this is not being done but there will be cement board added there so that with the finished product the roofline won't be staggered it will be a continual line all the way around. He further went on to say that they are not going to put the orange on there it will be cement board like on the south side of the building. Mr. Vondersaar then asked if the red and white color is going away, Mr. Beerwart stated that yes it is. President Strong asked about any additional lighting plans or sign changes; were the signs going to be what was approved previously. Mr. Beerwart stated that they were. He further stated that they are not doing anything with the signs, it's strictly the vertical and it depicts the lighting that they are going to be putting on the new exterior of the building. President Strong asked if there were any further questions from the board members. He then stated that this is Aesthetic Review only this evening so it does not require a public hearing. Mr. Thomas asked about the part that is not to be done; is this because it is on the side and out of sight to which Mr. Beerwart said yes he further stated that the original depiction showed the orange color on the side of the building but it has nothing now because it is a blank side of the building so it will not have the orange there but it will have a cement board that will be painted the same color as the building. Mr. Vondersaar asked if there is no elevation on the rear of the building. Mr. Beerwart stated that they are not doing anything to the rear just the south side and across the front. He further stated that the rear of the building will be as it presently is. There was some discussion between board members about the location of the dumpster which will be in the southwest corner and it will be enclosed. It was brought up that this was the second time they had been in for a minor tweek, moving the dumpster, a couple parking places; President Strong remarked that they did enclose their dumpster.

Eric Hayden made a motion to approve this docket with its revisions to the previous aesthetic review; David Martin seconded the motion. All members present were in favor.

President Strong reiterated to Mr. Beerwart to get with Mr. Munoz if there was anything he needed.

#### 4. NEW BUSINESS:

**Docket #: PC-0614-003-NC**

**Petitioner: Deb Small (Small Shop of Hair)**

**Property Address: 59 S Peru Street**

**Cicero, IN 46034**

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



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## **Aesthetic Review Overlay District: Review of signage of existing business at new location.**

Deb Small, 59 South Peru Cicero IN. President Strong asked Mrs. Small to explain what she is purposing to do. Mrs. Small stated that she currently has the sign that was at the other location and she would just like to move it to her new location. Mrs. Small went on to remark that it would basically be the same style of post. Mr. Munoz stated that the location was basically just right across the street to which Mrs. Small acknowledged. President Strong asked if the new location was previously the ceramics shop to which Mrs. Small acknowledged is was. President Strong stated that he had noticed some remodeling there and that it looked nice. President Strong went on to inform the board that she would be allowed up to 100 sq ft because she is a single tenant. He then asked Mrs. Small about the sign that she had previously, by looking at the photos, he asked if she was planning on putting it on poles out front to which Mrs. Small stated she did and she is also planning on doing some landscaping underneath of it.

President Strong asked the board members if they had any questions or comments for Mrs. Small. Mr. Thomas asked if she was planning on putting it out pretty close to the sidewalk or setting it back to which Mrs. Small stated she was planning on placing it closer to the porch. Mr. Thomas went on to comment that that area is kind of hard to see because of the sign pointing out to Kotewi. Mr. Hayden asked about hours or any other signs she may want to get approved; he went further to state that anything she may be thinking of she should bring it up now while she's here; such as hours signage on the door or windows to which Mrs. Small stated that there would be nothing, she has been in town for 21 years; she could put an open and closed sign in the window of the door if she needs to but she never has. Mr. Hayden informed Mrs. Small that she doesn't need to but if she's thinking about anything...Mrs. Small inserted like neon, no. Mr. Hayden went on to say any signage or lettering, anything; he went on to say you might say yes so you have...Mrs. Small stated that she could put on the door eventually maybe the hours. Mr. Vondersaar stated that we are just trying to make it so you don't have to come back for something little and Mrs. Small stated she appreciated that. President Strong stated that lots of studios or salons will put their products in the window to which Mrs. Small stated she would not do that. President Strong went on to reiterate Mr. Hayden's point of not wanting her to have to come back for additional signage if there was something she could think of today and have included in this motion. Mr. Small asked if they could include hours on the door in this motion...a board member added open and close too...Mr. Small went on to state that that would be the only thing that they would probably add because Mrs. Small doesn't really advertise products. President Strong asked Mr. Munoz if he knew the sq ft or size of the signs to which Mr. Munoz stated that by looking at the current sign he thinks about 4 1/2' tall and probably close to a 5X5 sign. Mr. Small stated that it is actually closer to a 3X4. Mr. Munoz stated that he has a general idea and it is underneath the requirements; he apologized for not having the specifics. President Strong asked that Mr. Munoz work with them to make sure they have the appropriate sq ft and height. Mrs. Small was asked if she is taking the existing sign to which she replied that she is. President Strong remarked that they are changing it a little bit and making it more of a monument type sign as opposed to what they had. There was some discussion between the board members about this being the right type of sign for this



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area to which Mr. Munoz stated that it was. Mr. Zell stated that he looked through the ordinances and that the sign is clearly with the sq ft and it looks like it's going to be a monument sign out front simply taking it across the street. President Strong stated that as a single tenant they would be allowed a permanent ground sign with a maximum area of 36 sq ft per side and if they have identical sides the sq ft only count on one side. For clarification Mr. Schrupf asked if the sign is 3X4 then it's only 12 sq ft since the sign is the same on both sides to which President Strong stated that would be correct. Mr. Schrupf went on to state that if they gave 18 sq ft that would be more than enough for signage on the door as well. Mr. Vondersaar stated that would give 2X3 additional space for their lettering on the door. President Strong stated that Mr. Munoz would work with them on the lettering size. Mr. Culp asked about starting with both sides of the sign, that would be 24 sq ft, and then add the 8 to that. President Strong remarked that if both sides of the sign are exactly the same then you only count one side. President Strong asked if there were any other questions or comments.

Dennis Schrupf made a motion to approve docket with the commitment not to exceed 18 sq ft total signage. Mr. Vondersaar stated to be clear that that is 12 on each side and 6 on the door. Steve Zell seconded the motion. All members present approved.

**Docket #: PC-0614-004-NC**

**Petitioner: Jason Viemann (Key Bank)**

**Property Address: 100 S Peru Street  
Cicero, IN 46034**

**Aesthetic Review Overlay District: Review of new sign package for existing business.**

President Strong asked the petitioner to state his name and address along with what he would like to do. Petitioner stated he was Jason Viemann with Sign Craft Industries, 8816 Corporation Drive, Indianapolis, IN 46256. He stated that he would be doing a rebranding of the Key Bank; most of the signs would just be refaced, vinyl on the doors, things of that nature. He further stated that there would be one (1) new sign on the south side of the building; it is an aluminum panel with LED illuminated channel letters. He was unsure if he gave the board back lit or face lit information but he stated he would like to do the back lit set of letters; meaning that the faces would be vinyl with an opening in the back of the letters and LED's will be shining back giving it a halo look. Mr. Thomas asked which side he was talking about to which Mr. Viemann stated the south side and a discussion began between the board and Mr. Viemann about the sides of the business with the determination being that Mr. Viemann meant the north side. Mr. Vondersaar asked about the roof and the sign being back lit to which Mr. Viemann asked if he could take a look at the documents that he had turned in for review with his aesthetic review packet. Mr. Zell pointed out to Mr. Viemann which direction was north on the submitted paperwork. Mr. Viemann was asked if both of the signs were to be back lit to which he stated they were. President Strong asked if both of those signs are currently there to which Mr. Viemann stated they were. President Strong asked if they were going to be refaced to which Mr. Viemann replied they were. President Strong asked if he would be changing the intensity of the lighting to which Mr. Viemann stated he would. Mr. Vondersaar began talking to President Strong



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about the signs and that he believes that Mr. Viemann is confused about which signs they are asking him about. Mr. Vondersaar asked Mr. Viemann if he is refacing the monument to which he responded he is refacing the monument; Mr. Vondersaar went further stating the sign out by the street, that's what is being refaced. President Strong then asked if the other ones were all new to which Mr. Viemann stated he was correct. Mr. Viemann stated that he will be refacing the ATM signs and rewrapping them with the new logo and colors to make it look new.

President Strong stated that they needed to start out with what actually exists today. Mr. Viemann was asked about the signs that are there right now and if they are back lit to which he stated that he does not know what is currently there. There was some discussion by the board and it was stated that they believe it is a box sign with letters on it to which Mr. Thomas stated that he thinks he has seen a wire going up to it however he does not believe he has ever seen it illuminated. President Strong stated that one (1) road sign exists today and one (1) Key Bank sign on the north side of the building. Mr. Thomas asked if that is going to be a brand new sign to which Mr. Viemann stated that it was. Mr. Thomas asked Mr. Viemann if they would be power washing the sign when they take it down; Mr. Viemann stated that they would. President Strong then stated that the reason he wants to walk through this is to see what the allowable square footage is that exists today versus the current ordinance and see if a variance will be needed for the new signage square footage. He further stated that they need to understand what exists today and what is being proposed. President Strong went on to state that they know that those two (2) are somewhat in existence today even though they are changing but as far as the ATM machine, it appears to be getting a new look all the way around it. Mr. Viemann agreed with this. President Strong went further asking if all of it will be new to which Mr. Viemann responded that the ATM does exist but the red wrap will be making it look new. Mr. Munoz asked if the Key Bank signs above the ATM currently exists to which Mr. Viemann stated that they do and will be redone. President Strong stated that the drive thru has two (2) for the drive up; he went on to ask about the little sign that's on the pole, is it a new sign to which Mr. Viemann stated that he believed so. President Strong asked if the other two (2) signs exist currently to which Mr. Viemann stated yes. Mr. Thomas asked if they were talking about the two signs up in the roof line to which Mr. Thomas stated that they do not exist. Mr. Thomas went on to state that the open/close sign does exist but the other two (2) do not; Mr. Viemann stated "ok". Mr. Thomas continued by stating that the one on the pole, to which Mr. Viemann stated does not, Mr. Thomas continued with stating that you're going to replace it out, Mr. Viemann stated "correct", Mr. Thomas said with roughly the exact same size, Mr. Viemann stated right. President Strong stated that the ATM exists, the open/close exists; is the open/close the same as what exists today or is it a change. Mr. Viemann stated that it is a new sign that they will be redoing. President Strong asked if the brightness would be similar to what's there today to which Mr. Viemann stated that it would be a little bit brighter because of new LED's but other than that it should not be any brighter. President Strong asked if the clearance sign currently exists to which Mr. Viemann replied he did not think so. Mr. Viemann was asked if those signs would be lit to which he replied they would not. President Strong then stated that there would be the one (1) directional sign for the ATM and teller service to which Mr. Viemann agreed. President Strong went on to ask if that is an existing sign or not; Mr. Viemann stated that he believed it is a new sign as well. Mr. Thomas stated that it would actually be a replacement sign. President Strong stated that it appeared



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they are looking for a new entrance/drive-up/drive-thru/teller that would go along the corner of State Road 19 and Buckeye Street to which Mr. Viemann agreed. Mr. Thomas stated that this would be a new sign and he questioned Mr. Viemann on what the reason was for needing it. Mr. Viemann stated that it was for directional purposes. Mr. Vondersaar stated that he agreed with Mr. Thomas; Mr. Thomas continued with stating that for unneeded signage in Cicero, Key Bank has been there forever, it's not going to be hard to see...Mr. Zell stated to President Strong that he feels the same way. Mr. Zell went on to state that this sign does not add any value in terms of any directional assistance to the customer base; it clutters more than it offers directional value. Mr. Vondersaar stated that he feels the same way; it's not a standalone building, there is signage on the front, the drive-thru is visible when you pull in and it seems like this would be in the sidewalk. Mr. Martin stated that there could be some visual impairments to which the board briefly discussed this with Mr. Zell stating that it could be a public safety matter. President Strong explained to the board that they are there for aesthetic review of signage and if they do not feel like this sign fits with the ordinance and aesthetics of that area they can exclude it. Discussion began about the signage on the money shoot to which Mr. Thomas stated that it would be a new sign. Mr. Thomas went on to question Mr. Viemann about the plastic sheet that is currently there that covers an old sheet of paper advertising credit cards and if it would be removed; Mr. Viemann stated that it could be removed. President Strong asked if the sign already exists there to which Mr. Thomas stated that it does not, it would be an additional sign. President Strong began talking about the door and the fact that there is currently some signage on it. Mr. Thomas stated that it would just be replacement. President Strong explained that the address sign is not something that they needed to include; discussion between the board members was that it is a state law and it would not be included in the square footage. Mr. Culp stated that if they have to legally put it up it does not make sense to include it in the square footage.

President Strong asked Mr. Viemann if he had any idea of how much square footage is currently there for all signage today; Mr. Viemann stated that he did not. President Strong asked Mr. Viemann if he had any idea of how much total square footage he was asking for today; Mr. Viemann did not answer to which Mr. Munoz stated from what had been discussed right now it looks like he is asking for 6 additional square footage above and beyond what is currently there but as far as total square footage being asked for he could not say. Mr. Munoz went on to state that it was his understanding that all of the signs that were being done were all existing replacements so he was thinking more along the lines of legal nonconforming or expanding their nonconformity if they are above and beyond what is the existing parameters of the sign ordinance. President Strong questioned Mr. Munoz about the sign at the road and if it were eliminated would they then fall within their current square footage. Mr. Munoz stated that he believed so. Mr. Vondersaar stated that he came up with some rough numbers including just the pylon out front and all the wall signage not including the ATM was right around 100 sq ft. He went on to state that this did not include the stickers on the windows, height clearance, just the big signs. Mr. Thomas asked about the plastic Key Bank banner, it's supposed to be temporary but it has been there for a long time, it is just south of the front door; Mr. Viemann stated that it is temporary and that all of the temporary signage will be removed once the allowed newer signage is up. President Strong asked Mr. Culp if their approved square footage today is equal to what is currently there they would stay legal nonconforming to which Mr. Culp stated they would because



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they would not be increasing the violation; they would be staying at or less than what the violation is. Mr. Munoz stated that the signs that may potentially be approved that are above and beyond what they have today are the drive-up ATM, the clearance 9'9" and the ATM sign that is on the post. Mr. Vondersaar asked if they would be counting the red stuff around the ATM to which Mr. Munoz stated they would not because it is just facade. Mr. Munoz stated that if they felt comfortable to approve everything else those would be above and beyond and they would have to come for a variance for them. President Strong asked Mr. Viemann if that made sense to him and he stated that it did. President Strong went on to state that basically anything that is being refaced or replaced he can currently do and anything above that he would need to seek a variance for. A board member mentioned that he had heard that there was a bigger rectangle sign there. Mr. Thomas stated that yes there is a sign on the north side that only has the bank name on it but it is a pretty big sign, probably a 4X6 to which Mr. Viemann agreed. A board member stated that his question was then do you make the other signs out of that. Mr. Vondersaar discussed that if you have a 4X6 that is 24 sq ft which is pretty close to what they would need, he further stated that he felt they should call it a wash since the new one is 27 sq ft through discussion it was pointed out that he was looking at the wrong sign and it was actually one 22 sq ft; so it's about the same. President Strong asked that the three (3) signs be stated again. Mr. Munoz stated they were the drive-up ATM sign, the clearance 9'9" and then the center ATM sign that points one direction or the other. He further stated that the ATM sign is roughly one (1) foot/.9 but these three (3) signs are potentially above and beyond what the current square footage is. President Strong asked if that is eliminating the sign out at the road also to which Mr. Munoz stated that is correct. President Strong informed Mr. Viemann that by him not having the square footage of his signs that makes this very tough to figure out what is there and what is being proposed. The board is just trying to be fair and figure out what is there and what would be similar. Mr. Zell stated that if they have a motion tonight they could always make it contingent on determining the exact square footage in terms of a time saver as well as to have things continuing to move forward. President Strong added that since this is an aesthetic review anything that they would like to see there or not see there this would be the time to add it or eliminate it. President Strong went further stating that he liked what Mr. Zell had suggested and that they review the square footage to allow for everything that they can. Mr. Thomas remarked that they had decided to leave this one out; stating that it is a huge safety issue. Mr. Vondersaar stated that for a motion they are looking at all temporary signs being removed upon the new signs being installed and no directional sign on the corner. President Strong stated that they would allow for a review of the square footage...Mr. Vondersaar remarked that basically at this point we are replacing existing signs but are we adding three (3) signs for the ATM drive-thru? President Strong stated that he thought they would allow it...Mr. Martin stated that if it's under the square footage that is there but if it's over they will have to go get a variance. There was a brief discussion as board members turned through the diagrams discussing what was there and what would be new. Mr. Munoz stated that in total they are looking at about six (6) sq ft. President Strong asked when they were looking at square footage a while ago what signs...Mr. Vondersaar stated that when he came in with 100 sq ft he was looking strictly at the two (2) pylon signs, the roof sign, the north wall sign, and the ATM drive-up sign; he did not include the directional sign or the welcome sign which is not even one (1) sq ft. Mr. Martin stated that these are two (2) separate signs which are eight (8) sq ft right there...Mr. Vondersaar stated that that was what he was





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getting at everything is included except for the directional sign and the stickers on the door and he came up with about 100 sq ft. President Strong asked if he thought they had about 100 sq ft to which Mr. Vondersaar stated he thought they were pretty close. Mr. Culp suggested that the motion include verbiage not to exceed today's square footage as determined by Mr. Munoz; that way he can determine how much square footage there is today and then we have the solid numbers so we know we are talking apples to apples and at the same time that will keep Mr. Viemann from having to come back next month. President Strong asked for a motion.

Paul Vondersaar made a motion to approve the docket with the following commitments. All of the temporary signs be removed immediately upon the new signs being installed. There will be no directional sign as requested at the corner of Peru Street and Buckeye Street. We are allowing for the replacement of all existing signs; Mr. Munoz will come up with the square footage of all existing signs and the new signs will not exceed that square footage. Mark Thomas seconded the motion. All members present were in favor. President Strong instructed Mr. Viemann to work with Mr. Munoz through the process.

## 5. PLAN DIRECTORS REPORT:

Mr. Munoz spoke briefly about the Waterfront informing the board that the project is on hold by the state. There was a violation, an anonymous construction complaint filed. The plans that were on file with the state did not match what they were building or the plans we have on file. They have only filed for part of what they should have, they don't have a current set of plans; so the state finally came in and shut them down. Mr. Munoz stated that there had been a meeting with the state building commissioner and 8-10 people from that office yesterday including Mr. Culp and Mr. Peachey. Basically Mr. Boyd was told if you are not following the rules and doing what you're supposed to do we are not going to let you continue to do this until we get all these papers filed. They want to see the project move forward but you are just not meeting the requirements. Mr. Zell asked if there were any submission dates given or guidelines as far as if they want to continue this; any deadlines they have to meet. Mr. Munoz stated that they were told they have to submit the paperwork...Mr. Culp said that they are their own brake; they were told that it is normally about ten (10) days once they get them in. There were some things like the electrical that they had never submitted a plan for...Mr. Munoz stated that they have never submitted a plan for plumbing...but the big issue is that they keep changing things and not filing it properly. Mr. Culp went on to say that the state did validate everything that the town has done to this point. They said that the town's positions are accurate, that's the law; and they have instructed Mr. Boyd that he needs to get them that information and from then on if he makes any changes he has to talk to the town. He further stated that they tried to drive home the fact that it's called an as built plan because it's supposed to be exactly that and if you find something new in the wall that's fine but you have to go through the proper process to amend or notify people. One of the concerns that Mr. Culp mentioned to them is where Mr. Boyd took an office and turned it into seating space which affects their capacity and their parking and there is already a variance for their parking. Mr. Culp further stated that he told Mr. Boyd that by doing that his parking variance may not be sufficient. Mr. Munoz stated that the same thing keeps being said about the docks. Mr. Boyd keeps saying that the docks are going to be fixed but Mr. Munoz told him that his parking variance and your



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ability to open is based on having dock space and having people be able to pull up during that time of year and utilize that and if you don't have that dock space or the parking that you said you were going to have it's going to be hard for me to issue a C of O based on that fact. Mr. Culp also stated that there was a representative of the investors there that mainly just sat and listened to the meeting and had a chance to ask questions; so he heard directly from the meeting what was being said. Mr. Munoz stated that it appeared to him that now multiple people within the investment party are totally aware of what is going on. Mr. Culp stated that everyone emphasized, including Chief Peachey, that they want to see this project happen and that it is a great project and the town is behind it but at the end of the day they have to follow state law. Mr. Culp further stated that it was said that the town will work with them to get the project back on track as soon as possible. President Strong stated that he appreciated that they had taken the time to go and represent the town as did Mr. Zell who stated that they are getting a lot of questions from the citizens and he appreciated the update.

Mr. Munoz stated that he and Mrs. Mangas had spent the last month or so going through the office and trying to streamline procedures and policies. They had also gone upstairs and organized the boxes so that you can now locate files. President Strong stated that he had seen it and it did look very nice and organized; he made note that there is now room for future expansion upstairs.

Mr. Munoz remarked that he is hopeful in getting the quarterly report to the board members by the end of the week. They just finally balanced out June's budget and expenditures so he should be able to give an idea of where we stand compared to the last couple of years. Mr. Munoz stated that he thinks permit wise we are pretty close to where we were last year, dollar wise he thinks we are probably down from where we were last year. Mr. Munoz stated that he did hear today that Noblesville and Westfield were at the record number of permits in the last twenty (20) years. Statistics from Westfield showed that they've had over 500 permits so far this year; 263 were for new homes, total of 44 million dollar investment in their area, Noblesville was along the same lines. Mr. Munoz went on stating that they've actually had over 100 dockets in their plan commission so far this year for new development. A board member stated that in the last couple of years here we've been inflated because of the build out at Warham's Pond to which Mr. Munoz asked what they meant by inflated. The board member stated that the homes were sold but they were just finishing up; Mr. Munoz agreed.

Mr. Munoz stated that the EDC is moving forward trying to bring some developments to the community; to which he added that they do have some bites/leads. President Strong stated that he would like to think that we may be able to materialize on Grand Park at some point; maybe get some homes because of the visibility of the park for this whole area. Mr. Munoz stated that they are trying to put together a strategic plan for the EDC. He stated that yesterday he and a few others had met with the Assistant Director from the Purdue Extension for Community Development and that they had discussed what it would take to draft this; the Asst. Director had said that he would help them do it along with giving them some connections for the EDC on a Small Business Development Center and try to get some other things started for the area. Mr. Munoz added that they are trying to do a rebranding of the community and that the marketing group from the visitor's bureau is interested in trying to help



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them do this for nothing and then be able to utilize the EDC's budget to promote that brand and put it into effect.

Mr. Munoz went on to state that the Ordinance update should be done soon along with the Comprehensive Plan and the new branding. Mr. Munoz stated that with all of the economic development going on around us we should be able to focus on the direction we want to go and actually start putting concrete/attainable goals in place. President Strong's response was that as a board we are going to have a lot of work in front of us in the future, a lot of things to take a look at, review, and make recommendations to the Town Council. President Strong went on to state that he believed that everyone had received the definition section and if anyone had any additions they need to refer those back to Mr. Munoz; this has been a grey area in the past so now is the chance to review it and get the updates added.

Mr. Munoz stated that there would be budget meetings tomorrow for 2015 but we're trying to keep in the budget money for the overlay districts and trying to leverage some of what we have to get more; trying to plan so that we can potentially bring in more and finish up some projects. President Strong stated that by doing a lot of the things that are currently being done it will hopefully open up some doors that could enable us to obtain some grants. President Strong asked Mr. Munoz about the time line to get some of these projects completed and Mr. Munoz stated that September is the target.

A board member brought up the fact that Mr. Munoz had been asked to cut his budget by 10%. Mr. Munoz stated that with a budget of his size that is not a large dollar amount but impact wise...Mr. Schrupf stated that it was not just Mr. Munoz who was asked to cut his budget. President Strong stated that Mr. Munoz has been taking a look and having conversations trying to figure out areas that could be cut or savings added and plan for the future; there are some things that need to be completed in the next couple of years and we need to try and finance those as well.

## 6. PRESIDENTS REPORT:

President Strong just wanted to thank everyone for being there and sharing their comments and thoughts.

## 7. LEGAL COUNSEL REPORT:

Mr. Culp had an update on the Joinder Agreement. They have been working on the specifics and after reviewing it it's been decided that instead of amending it which would require the item to be put on the ballot...Mr. Zell asked if it was like a referendum to which Mr. Culp stated yes...instead they are proposing an interlocal. They have the rough language and Mr. Munoz has submitted language based on the percent of permits in each area, which is how they want to officially operate it. In the coming weeks they want to try to finalize it, get it in front of this board for approval and have it approved by the township and the Town of Cicero. He further stated that it really shouldn't change anything it just gives something in writing to fall back on in case a question ever comes up about how we decided a contribution between township and town.



# CICERO/JACKSON TOWNSHIP PLAN COMMISSION

## 8. PUBLIC COMMENT:

Bruce Freeman had a procedural question. On the BZA he stated that when they approve something and give a variance they often will give the petitioners one (1) year to take care of the request. This board just let the petitioner for the signs leave with no time line, he could put the signs up in ten (10) or fifteen (15) years with the board's approval. There was some discussion amongst the board to which President Strong stated that he missed that. Mr. Munoz stated that he still has to get his permit and once he gets that there is a timeline. Mr. Munoz further stated that he believed that the BZA does have time stipulations on how long a variance is good for but the Plan Commission does not. Mr. Vondersaar stated that he thinks they need to put a stipulation in that once approved you have 90 days / 180 days whatever it is and if you do not complete the project you must come back. Mr. Vondersaar went on to say that Mr. Freeman brought up a very good point. A discussion ensued about the use of time restrictions in relation to Chaudion's Auction and the Waterfront project. President Strong asked Mr. Culp about it to which he stated that most of the things that the PC does are not final approval, most things are just passing through them with the Town Council or BZA having the final say. There are just a handful of things, like the aesthetic review, that the PC has final say; Mr. Culp stated that he did not see a problem with the PC saying that the petitioner has so many days to complete the request or they have to come back; Mr. Vondersaar remarked that that is why he had said immediate removal of the signs. Mr. Munoz stated that the Development Standards Variances state that they shall run until the use of the variance ends or the property conforms with the written ordinance. Mr. Freeman further stated that if a lot of development starts this way we could have a lot of loose ends out there; if we have built in time limits with the permits...Mr. Munoz stated that you have four (4) months to start and a year to have completed. President Strong remarked that they will take a stronger look at this.

## 9. COMMENTS FROM COMMISSION MEMBERS:

Mr. Vondersaar stated that in reading the definitions that if both sides of the sign are the same they are only counted once; he feels that this makes no sense; if he had a 50 sq ft sign and did the same thing on the other side it would not be calculated. President Strong stated that you are limited by the type of sign, location...Mr. Vondersaar stated that he still thinks you should count both sides of the sign even if they are the same. To another point Mr. Vondersaar remarked that a 50 sq ft maximum on a multiple tenant, if there is more than one (1) facade they need to find a way to look at that beside just multi tenant. Mr. Munoz stated that they are updating the sign...discussion amongst board members about signage...Mr. Munoz further stated that it was brought up in a meeting about how to address downtown commercial, such as the 10 West building, most businesses have flat fronts but what do you do when you're on a corner how do you address...Mr. Vondersaar mentioned Sullivan's...more discussion amongst the board members...President Strong spoke about their gateway sign and there was a discussion about their square footage with it. Mr. Culp began speaking about the first item and stated that it can probably be changed however he thinks the logic behind it was what do you see when you look at it, you only see one side at a time. Mr. Vondersaar stated that he thinks it just gives them much more signage on the building. President Strong stated that if you look at the ordinance in regards to a gateway sign you cannot exceed 35 sq ft; this is figured by multiplying one (1) square foot by the lineal feet facing a public street. Mr. Vondersaar stated so 1 sq ft of sign per linear ft of building...President Strong added up to 35 sq ft on a gateway sign. Mr. Thomas wanted to point out



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that Mr. Munoz has done an awesome job and that he is really laying the base for when we do finally begin to grow.

**10. NEXT PLAN COMMISSION MEETING:**

**August 13<sup>th</sup>, 2014 @ 7:00 p.m.**

**11. ADJOURNMENT:**

Mark Thomas made a motion to adjourn and Stephen Zell seconded the motion. All members present were in favor and the meeting was adjourned at 7:40 pm.

***Signature on Official Documents!***

\_\_\_\_\_  
Dan Strong, 2014 C/JT Plan Commission - President

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David Martin, 2014 C/JT Plan Commission - Vice President

\_\_\_\_\_  
Paul Vondersaar, 2014 C/JT Plan Commission - Secretary

\_\_\_\_\_  
Sally Mangas, C/JT Plan Commission - Recorder

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

Location:  
Cicero Town Hall  
70 N Byron Street  
Cicero, IN 46034