





**CICERO/JACKSON  
TOWNSHIP  
PLAN COMMISSION**

**Plan Commission Meeting Agenda**

**July 15, 2020 7:00 p.m.**

**Due to the COVID-19 guidelines the meeting will be held at  
Red Bridge Community Center  
697 W Jackson Street Cicero, IN  
46034**

**Roll Call of Members**

Present:

- Dan Strong
- Jack Russell
- Greg Gary
- Liz Nelson
- Marc Diller
- Dennis Schrupf
- Stephen Zell
- C.J. Taylor - Plan Director
- Terri Strong - Recorder

Absent: Corey Burkhardt

Aaron Culp -Legal Counsel

Mr. Strong welcomed Glen Schwartz to the board replacing David Martin. More discussion later in meeting.

- 1. Declaration of Quorum: President Strong declared a quorum with 8 of 9 members present.**
- 2. Approval of Minutes:  
Mr. Zell made motion to approve Minutes from PC Meeting: June 10, 2020. Mr. Russell second.  
All present in favor.**
- 3. Public Comment: President Strong stated this is time for comments on matters not on the agenda. The fine citizens of Deming declined to add additional work/time. (much appreciated!)**
- 4. Old Business: No old Business.**
- 5. New Business: President Strong stated with no new business, the remaining items will fall under updates by Mr. Taylor.**
- 6. Action Items: Mr. Taylor discussed Mr. David Martin's resignation. Mr. Schwartz has been appointed by Jackson Township Robin Cook to the Plan Commission. Mr. Taylor asked everyone to review the two-page ordinance update. This is part of their packet.**

First up are fees. Mr. Zell asked if other communities were reviewed prior to suggested changes. Mr. Taylor stated Cicero fees had not been adjusted since 2008, after reviewing our own, reviewed Noblesville, Carmel, Westfield, Tipton and compared. Recommendations are under those communities. Consideration of current resident's fees was given. New construction and variance fees were the focus. Mr. Strong added that the amount of time that is being used, for example new construction, was also a consideration. There are no new fees.

Mr. Russell asked the procedure. President Strong explained the process.

Mr. Taylor asked if the Board would grant consensus moving this section to ordinance form for approval next month.

Anticipated effective date would be September 1, 2020, assuming PC and then Town Council approve.

## 2. Permit updates:

Construction/contractor Sign Standards is new to allow for a construction/contractor sign, two weeks prior and two after completion to come down.

RV Ordinance has already been approved and passed by the Town Council, this will be formatted and added to the book.

New books will have subdivision control ordinances and construction standards as well as these changes.

Districts-Mr. Taylor would like to see all of Peru from bridge thru to be Aesthetic Review. Currently most area is Neighborhood Commercial zoning but not necessarily Aesthetic Review. And would like to see this change.

Architectural Standard recommending a 6:12 roof pitch. Currently is 7:12 and understand this is an unusual pitch. Additionally, would recommend dimensional shingles as standard.

Accessory Structures: Fixing a typo, primarily dealing with a pergola situation.

City Water requirement: this is a clarification to add within town limits.

Monument Signs-page 153 the table monument signs to be a permitted sign in the Downtown commercial.

Impervious Surface-to match the county definition regarding stone.

Definition of Private Drive- adjust to clarify what a private drive is. Same for a private street definition, remove the unpaved. Discussion ensued on examples.

Land Use Variance- page 168 like to add time spent on variance- if not initialized within 12 months land use would go away. Special Exception Use if not in use for 12 months then exception would go away. BZA could always grant longer if felt needed. President Strong explained that the three-month window doesn't fix if they do not start the project.

PUD-table is incorrect in the books. Percentages of uses are not correct. Will be corrected.

Subdivision Control ordinances- Public safety wants the mailboxes and fire hydrants on the same side of the streets, so if parking is allowed on one side, it would not block either of these items. Would like to add this to the standards.

4ft sidewalk and 6 ft grass strip are listed in the standards, not ADA compliant so need to change to: 5 ft sidewalk and 6ft green strip. This change would be anywhere sidewalks are referenced.

General notes: Locally 150 ft center line radius which helps to control speed.

Construction details:

Under curb drainage a better product to be spec for use in the future, as recommended by Terry Cooper

Water meters are to be on the house side of the sidewalk, 2 ft away from concrete drives/walks.

Street right away is to be 54 foot, this is to be corrected to be consistent, giving 30 ft of pavement.

Mr. Taylor shared a few other typo changes that will be made.

Entrance signs- This is contradicted one spot has one entrance sign, another has two entrance signs. This has been approved for M/I Homes and Lennar subdivisions to have two. Like to correct to two. Mr. Schrupf stated for M/I one entrance would have two and the other entrance would have one sign that is two sided. Should wording be for a primary entrance, and secondary entrance options. Mr. Taylor explained the wording of the current ordinance. M/I Homes current situation was used as an example; they have two "walls" with a sign on each one. They could do one monument sign with two sides. The wording is to correct the confusion.

Abandoned structures-this is for action of the Town Council. Mr. Taylor would like added to the unsafe structure ordinance. Examples of Tipton were shared. Changing would give more authority to deal when they have been abandoned.

President Strong asked for comments, concerns. Mr. Russell asked if there was a way to include trails. Examples were regarding to connectivity requirements. Discussion ensued on upcoming trails and options.

Everyone showed appreciation for the work that has been done by Mr. Taylor. Reviewing every 3-5 years is also a good idea.

Mr. Taylor verified no other questions or concerns.

**7. Plan Director's Report:** Mr. Taylor report for June 2020. Permit revenue \$5600 down \$800 from 2019. In 2019, permits for school projects were substantial. Overall, up \$2200 over 2019. Building permits in report. Unsafe buildings and clean up properties being addressed. New Mapping software has been approved by the Town Council, being able to be used by Police and Fire. Calculated today, M/I Homes had 76 lots in section one, 61 permitted= 80% are permitted, paving streets for section 2. All duplexes have been sold. Section 2 will have another 62 duplexes they are selling better than they thought. Update: RAM building on 19, stone siding is on, concrete being poured inside, anticipate continuing work to be done by June 2021. Boathouse: Met with attorney, Mr. Hall, and owner of property to have a plan to move forward. To finish up and clear up items that have been approved by this Board, and BZA August 2020. Also plan for items taking to August 2021. President Strong stated they did get the message that they will get compliant or what the consequences are if they don't. Everyone was incredibly positive that this was positive news.

**8. President's Report:** Thank you for being here. One piece of business, we are short an appointment to the BZA with Mr. Martin leaving. If anyone is interested in filling that slot, please let us know. Mr. Schwartz stated he would be interested. Does not have to be from Township, however, has to be from the Board. Mr. Zell

appreciated being asked, will be an alternate. Mr. Schrupf is already on the BZA so he would not be able to fill the role. Appointment to be made at next meeting.

**9. Legal Report:** No report.

**10. Board Members Comments:** Mr. Russell stated the Residential and Commercial Committee should have documents soon. Mr. Russell for Mr. Taylor questioned the colors of LaCasada Restaurant painting. Different color than what was presented. In 2018, approved project at 7810 E. 236<sup>th</sup>, landscaping never done. Mr. Russell stated he also thought there was a time limit placed on it, trail and impact was discussed requirements for that particular property. Mr. Taylor stated he will contact and follow up.

Mr. Zell following up on Public Notice signage and the ability to be read. What are the options? Mr. Taylor stated haven't found a good, changeable option as of yet.

**11. Next Meeting:** August 12, 2020.

**12. Adjournment:** Mr. Schrupf made motion to adjourn. Mr. Zell second. All present in favor.

**President:** \_\_\_\_\_

**Secretary:** \_\_\_\_\_

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



