



**CICERO/JACKSON
TOWNSHIP
PLAN COMMISSION**

Plan Commission Meeting Minutes

September 13th, 2023, 7:00 p.m.

**Cicero Town Hall
70 North Byron Street
Cicero, IN 46034**

Roll Call of Members

Present:

- ☒ Dan Strong
- ☒ Harrison Massone
- ☒ Chris Lutz
- ☒ Marc Diller
- ☒ Dennis Schrumpf
- ☐ Mark Thomas
- ☐ Jenna Majors
- ☐ Aaron Culp - Legal Counsel
- ☐ Frank Zawadzki - Plan Director
- ☐ Terri Strong - Recorder

Absent:

Eric Hayden

1. Declaration of Quorum:

President Strong declared a quorum with 7/9 members present.

2. Approval of Minutes:

President Strong asked for motion to amend the agenda, regarding July 12, 2023, these were passed as amended at last meeting.

Mr. Lutz made motion to amend the agenda by removing the July 12, 2023 minutes approval. Mr. Thomas second. All present in favor.



CICERO/JACKSON TOWNSHIP PLAN COMMISSION

Mr. Schrumpf made motion to approve minutes from August 9th, 2023, as presented. Mrs. Majors second. All present in favor.

3. **Public Comment:** President Strong asked if any comments on items not on agenda, if so come forward to address the Board.
No public comment.

4. **Old Business:** Comp Plan discussion.

President Strong stated this is from the discussion of the two companies that presented last month.

Mr. Massonne questioned if the third company was called. Mr. Zawadzki stated no. Mr. Massonne stated it comes down to price comparisons after looking at samples online. Suggested looking at what tools they have that may be needed by the Town in the future. What can they offer to the Town beyond the Comp Plan?

President Strong reminded that each company seemed to be able to work within the \$50k budget. With additional if Town chose to do extras for some reason. President Strong asked around the table for individual comments/preference.

Mr. Massonne-Structure Point everything in house might be better. TSW Design had more creativity. Depending on what Town wants, Structure Point.

Mrs. Majors-America Structure Point mainly due to social media plan/presence. Community sites used often, important to gain insight from all residents. Both would do good job, but more impressed with Structure Point.

Mr. Lutz-both presentations were excellent for both firms. Thought Structure Point was much more canned presentation, TSW Design more personable-perhaps less professional. But they had items that could work closer with them. Breathe of services from Structure Point would probably be the choice.

Mr. Schrumpf-American Structure Point larger firm, been around longer. TSW Design felt would work with the body more. Lean TSW slightly. Structure Point could bring more after the plan due to being a larger firm.

Mr. Diller-Have worked with American Structure Point previously. Would lean towards them.

Mr. Thomas-American Structure Point is where I would lean, more experience, closer to Cicero/Hamilton County. They brought up the corridor/US 31 in their presentation.

Mr. Zawadzki-Felt American Structure Point has more resources, seemed more polished, they did present first. TSW does partner with Banning who does a lot of work with the County. But American Structure Point would be choice.

Mr. Culp-filled out score sheet and felt American Structure Point did more background work prior, felt they had more resources. Scores were close but, in the end, American Structure Point was ahead.

President Strong stated while Mr. Zawadzki and Mr. Culp don't have a vote, they do work closely and appreciate their opinion.

President Strong offered that both are excellent companies and bring different elements, leaned to American Structure Point as a more focused on what we are looking for and more polished as a group during the presentations. Did capture the annual review procedure as something to add, too many things are done and not reviewed on an ongoing basis. Felt overall American Structure Point addressed current and future needs.

President Strong did a hand raising vote --6 for American Structure Point and one abstain.

Mr. Culp stated since sending to Town Council, need a formal motion and vote.



CICERO/JACKSON TOWNSHIP PLAN COMMISSION

Mr. Massonne made motion to approve American Structure Point as our vendor for the Comprehensive Plan. Mr. Diller second.

Hand vote of six with one abstention.

President Strong stated we will contact them for a contract and then take to Town Council.

5. **New Business:** None
6. **Plan Director's Report:** Mr. Zawadzki summarized the information enclosed in the packets. Also verified the detailed report of permits was received via email. August 2023 permits revenue of \$5135 with YTD of \$66900 compared to August 2022 of \$6621/143426 ytd. Down 1486 for month and -\$76526 for year so far. Issued 29 building permits for the month, 19 in town limits, none of those for new homes, which is a first since taking this position. Additionally, 9 in the township with no new homes as well. Estimated cost of \$832,000. Update from MS4 audit last month, finished strong, reached out to town engineer and Mr. Cooper as we have two weeks to respond to issues. Mr. Cooper has responded, and items already corrected. Discussion on details of the audit, storm water run off and systems. New EPA regulations have added to the pressure. Mr. Zawadzki stated Cicero has done a good job of staying on top of things. Other communities have a long way to go to correct to comply. Farm fields can be a downside due to chemical run off. President Strong thanked Mr. Zawadzki for the effort to learn what is needed to be ready. Group expressed kudos to Mr. Zawadzki.
7. **President's Report-** President Strong thanked everyone for their attendance. President Strong stated the replacement appointment for the Board position is a Town Council President appointment. There have been a couple names suggested, if anyone has someone in mind to serve, please pass their name on for consideration.
8. **Legal Counsel's Report:** Mr. Culp shared that he explained to TC president that under stature it is his discretion on whether he treats three missed consecutive meetings as resignation. Mr. Culp added that it was how it was being treated.
9. **Board Member Comments:** No comments from Board members.

President Strong stated it is good that this meeting is shorter, as the next one will likely be longer. The next meeting will be moved to Red Bridge Park building anticipating large attendance. Will have a subdivision to consider in Jackson Township. Have put in rezone application, expecting it to be at next meeting. Currently zoned AG and looking at an R4 district. Look to change to an R4 Plan District. President Strong explained the details of AG to R4-to-R4 PUD. Discussion ensued on processes for rezone. This as a Plan Commission will be made as a recommendation to the Town Council. Mr. Culp stated do not have to make a decision at that meeting, can be tabled since it is a large project, can leave with questions for developer, can take as much time as needed to get right recommendation to the Town Council. Legal notices will state the meeting will be at Red Bridge. Mr. Lutz questioned if public knowledge who developer is. Lennar was stated. Mr. Thomas questioned if information can be done earlier. President Strong stated there are a couple of things that have to be worked through, so information will be 10 days out.

Mr. Culp added restrictions of time, repeating procedures, etc. will be in place. Mr. Culp asked if anticipating having public hearing on two ordinance changes. Mr. Zawadzki stated we can. Mr. Culp stated if notices haven't been done, would recommend moving to November. Discussion ensued on the two ordinances.

President Strong added he has been surprised in the past that few people show when anticipating several and vice a versa. They are doing a neighborhood meeting on September 20th @6:30 at Red Bridge Park. To get feedback and sharing of the plans.

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Mr. Lutz asked if open to public or by invitation. President Strong stated he thought it was public. Mr. Culp stated it is their meeting nothing we required; it is in their best interest to get comments/questions out before the Plan Commission meeting. President Strong explained a TAC meeting, and everyone invited has opportunity to review and share concerns. TAC meeting includes any department that may be impacted by the project. Mr. Culp stated that does not include a public hearing portion. Mr. Lutz stated find it interesting that this has come forward at the time we are looking at a new Comp Plan. President Strong stated has been out there as couple of residents have brought it up. Mr. Thomas asked how many homes. President Strong stated 720 homes give or take. Mr. Thomas asked how many acres. President Strong replied 248 acres. Mr. Thomas questioned following the setbacks. Mr. Zawadzki stated they filed for a PUD. Mr. Culp explained that the follow the R4, but the PUD can modify the setbacks, or square footage, or standards, system to customize the PUD. Mr. Thomas questioned if there is an additional column showing the differences. President Strong stated that has been done and can be requested. Mr. Massonne questioned procedures prior to PC meeting. President Strong stated that is the goal of the TAC to ensure that everything is covered.

10. **Next Planned Plan Commission Meeting:** October 11th, 2023, at 50 Red Bridge Drive, the Red Bridge building.

Mrs. Majors questioned what the chances are that appointment will be made prior to next meeting. Mr. Culp stated he spoke to president and discussed timeline. Understands the goal is to appoint someone next week. President Strong clarified the appointment would be to complete the term, which is 3 years and 4 months, starting immediately not the beginning of the year.

11. **Adjournment:** Mr. Schrumpp made motion to adjourn. Mr. Massonne second. All present in favor.

President: _____

Secretary: _____

Date: _____

10/11/2023

Location:

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70 North Byron Street
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