



**CICERO/JACKSON
TOWNSHIP
PLAN COMMISSION**

Plan Commission Meeting Minutes

January 10th, 2024

Cicero Town Hall
70 N Byron Street
Cicero, IN 46034

Roll Call of Members

Present:

- Dan Strong
- Wendy Gillespie
- Harrison Massone
- Chris Lutz
- Marc Diller
- Dennis Schruppf
- Jenna Majors
- Eric Hayden
- Terri Strong - Recorder

Absent:

Frank Zawadzki-Director
Mark Thomas
Aaron Culp-Legal Counsel

1. **Declaration of Quorum:** President Strong declared a quorum with 8/9 members present.
2. **Approval of Minutes:**
Mr. Hayden made motion to approve Minutes from Planning Meeting December 13th, 2023. Mr. Schruppf second. All present in favor.
3. **Public Comment:** President Strong stated this is time for anyone to speak on any item not on the agenda.
4. **President's Report:** President Strong stated this is time of year for election of officers. Current slate is that Mr. Strong serves as president, Mr. Schruppf is vice-president, and Mr. Hayden is secretary. Look for motion to open nominations for president.

Mr. Lutz made motion to open nominations for President. Mr. Hayden second. All present in favor.

Nominations: Mr. Schruppf made motion to nominate Mr. Strong for President for 2024. Mrs. Majors second.

No other nominations.

Mr. Hayden made motion to close nominations for President. Mr. Lutz second.

331 E. JACKSON STREET P.O. Box 650 CICERO, IN 46034

PHONE: 317-984-5845 FAX: 317-984-5938 WWW.CICEROIN.ORG



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Motion for Dan Strong to continue to serve as president. All present in favor.

President Strong thanked everyone for their support and always willing to step aside if someone wants to take it on. Discussion on next officers and desire to serve.

Mr. Lutz made motion to open nominations for Vice-President. Mrs. Majors second. All present in favor.

Mr. Hayden made motion to nominate Dennis Schrupf for Vice-President. Mr. Diller second.

Mr. Hayden made motion to close nominations for Vice-President. Mr. Lutz second. All present in favor.

Nomination for Dennis Schrupf for Vice-President for 2024. All present in favor.

Mr. Lutz made motion to open nominations for Secretary. Mr. Massonne second. All present in favor.

Mrs. Majors made motion to nominate Eric Hayden as Secretary. Mrs. Gillispie second.

Mr. Lutz made motion to close nominations for Secretary. Mr. Schrupf second. All present in favor.

Nomination for Eric Hayden for Secretary for 2024. All present in favor.

Election of Officers:

- **President-Dan Strong**
- **Vice President-Dennis Schrupf**
- **Secretary-Eric Hayden**

5. **Old Business:** No old business on agenda. Mrs. Majors opened discussion on the public's comment during the Lennar petition, citizens repeatedly expressing concerns for Lennar's business model. Selling to non-owner-occupied owners, the concern being rental properties. Based on research, covenants, conditions, and restrictions can state that a percentage of ownership can be occupied and non-occupied properties. This is not something that would violate Fair Housing but would dictate ownership in a community that would be occupied. Builders usually will not put this in, however, once sold out, and it is turned over to HOA they will do amendments to address number of rentals. Since this seemed to be such a concern, this is something we as a Plan Commission should require. President Strong stated he wished Mr. Culp was here to clarify. President Strong stated that it is his understanding that an HOA can put limits/requirements but as a town or a plan commission we can not require a developer to put into their covenants and restrictions. President Strong continued by saying this is something we should verify with Mr. Culp. Amending later is also something we should clarify. Discussion on regulations of covenants/restrictions and options from the Plan Commission continued ending with asking Mr. Culp for better clarification.

6. **New Business:**

Comp Plan Approval

President Strong stated he hoped everyone had the opportunity to review documents, hoping to get moving on this with American Structure Point agreement. Mr. Hayden stated he has questions on 2.02 and the payment portion. Discussion on previous payment options. Mrs. Majors stated her understanding is that Cicero pays for 50% and Jackson Township pays for 50%. President Strong stated actually Cicero paying \$31000, and Jackson is paying the additional \$20000. Mrs. Gillispie questioned the timeline, the Town Hall meetings in May, if these are the main times to actually hit any fairs, etc. for public feedback/input. President Strong stated timeline is based on approval a month or so ago, so first step would be to review and adjust the timeline if necessary to gain the feedback. It is a concern. Mr. Massonne don't see what they "owe" us. Can they give us what we could expect, digital, emails, etc. President Strong stated the RFP had some information but good to follow up. Mr. Massonne questioned the seven-day notice for information/services- third paragraph. Question is Mr. Culp still comfortable with that statement, put this in the motion. Mr. Lutz stated that is our role to push back. Discussion on terms, two weeks were

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decided to request. Discussion on last item, expectation of documentation. President Strong stated can certainly not approve and get back to them with questions. Brief discussion and options to not wait another month. Page 35 discussed as deliverables.

Mr. Massonne made a motion to approve the signing of the short form agreement between American Structure Point to Town of Cicero by Mr. Zawadzki or Mr. Strong, assuming the deliverables are in the RFP. Mr. Hayden second. All present in favor.

President Strong gave a brief schedule moving forward.

Appointment to BZA

President Strong stated currently Mr. Massonne is the appointment to the BZA, term ended December 31st, which was a shorter term due to replacing a previous member. The term is a four-year position starting January 1, 2024, and ending December 31, 2027.

Mr. Schrupf made a motion to appoint Mr. Massonne to the BZA. Mr. Lutz second. All present in favor.

President Strong thanked Mr. Massonne for his willingness to serve and hear you do a good job on the board. Appreciate that.

7. **Plan Director's Report:** Mr. Zawadzki enclosed in your packets. President Strong gave the recap as follows: Permit revenue for December 2023 was \$4927 with YTD as \$97006. December 2022 permit revenue \$5279 with YTD \$175,329. This is a decrease for the month of \$352 and YTD negative \$78, 323. Most of that decrease can be contributed to the build out of Tamarack and Auburn Estates in 2022. Permits issued for month 18 with 9 in Town, 1 new home, and 9 in Township, 0 new homes. Estimated cost of projects is \$1.618 M.
8. **Legal Counsel's Report:** No Report.
9. **Board Member Comments:** Mr. Lutz wanted to thank everyone for their efforts for the last couple of months especially. Appreciate everyone and the professional way questions were asked. Also, as we go down the Comprehensive Plan route, it is challenging and need to be careful we don't overwhelm the community. There are multiple discussions in the community, such as reorganization, municipal reorganization, Cicero, and annexing. Now comprehensive plan, so as we talk to people and communicate to people we are clear on Comprehensive Plan and its role. The Plan is under our current legal structure and want to make sure we are clear. It is easily confused, and we need to make sure we help with clarity. President Strong stated he agreed, does feel positive about the level of engagement and willingness to get the word out. Mrs. Gillispie questioned when the last one was done. President Strong answered 2015. Mrs. Gillispie questioned if there is a recommended time, or as needed. President Strong answered typically 5-7-year period is used as a guideline. This has been a good time for us, but knowing now, maybe should have been done sooner. A lot of changes in last year or so that is prompting us to get done. Mr. Massonne questioned if Lennar is still planning on the February meeting. President Strong stated Lennar has withdrawn their petition, will not be back to Plan Commission, or Town Council. And should they decide to come back they would start the process over, the public notices and such. Mr. Hayden asked how many homes/lots are left in Auburn Estates, concern is water. President Strong stated there would be another 106 in Section 2. The total was 168, with 62 approved for section one.
10. **Next Planned Plan Commission Meeting:**
February 14th, 2023
11. **Adjournment:** Mr. Schrupf made motion to adjourn. Mr. Massonne second. All present in favor.



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President: [Signature]

Secretary: [Signature]

Date: 4-10-2024

Location:

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