

**Village of Lake Isabella
Planning Commission
August 11, 1998**

LIPOA Office

- I. Call to Order. Steve Grenus was sworn in by Mary Swanson.
Members Present: Jack Walker, Steve Grenus, David Hardenbaugh,
Diana Hines, Larry Sheets, Scott Wilcox, Mary Swanson.
Members Absent: None.
- II. The introduction of each new member was given.
- III. Steve Grenus was elected as Vice-Chair and Diana Hinds as Recording Secretary.
- IV. Discussion of Goals and duties were as follows.
 - A. Bi-laws for the Commission to be studied by Jack Walker, Chairman
 - B. Commission meeting minutes are to be given to the Village office for record, and a copy given to the Chairman.
 - C. Recording the Commission Meeting minutes was discussed. Ed Spayd indicated that he had a recorder we could use. In the future, minutes will be recorded.
 - D. A regular meeting time was discussed. It was agreed that the regular Commission meeting will be held on the second Tuesday of each month at 7:00 p.m. at the LIPOA office. Special meetings will be posted in accordance with the Open Meetings Act. Site Reviews will be handed out before the scheduled meetings in order to give each member an opportunity to physically review the sites proposed.
 - E. August 17, 1998 is the date set for a Work Shop Meeting for the Planning Commission, the Zoning Board of Appeals, and the Village Council. Doug Pickett, Director of Planning for Rowe Engineering will make the presentation.
 - F. The development of a Master Plan was discussed. It is anticipated that additional meetings will be necessary as this is being developed.

- G. Zoning Ordinance. Each member was asked to go through the ordinance to get a better understanding of some of the responsibilities of the Planning Commission.
- H. Ed Spayd passed out copies of the Site Review and Special Use Application, the Rezoning Request Form, and a copy of current fees. It was noted that we can make recommendations to the Village Council, relative to fees, but that we can not change the amount of the fees.

V. Public Comment.

Ross brothers wanted to know The Village of Lake Isabella's boundary lines. The Village boundary map was shown to them and it was noted that the dark black lines were the boundary line of the Village of Lake Isabella.

VI. New Business

- A. The Commission discussed an amendment to Article XIX subsection 19.06 of the Village Zoning Ordinance referred by the Village Council. After discussion, Larry Sheets moved, seconded by David Hardenbaugh that the Zoning Amendment 98-1 be adopted as follows:

- *Article XIX, Change Subsection 19.06 "Violations and Penalties", as follows:*
- *Delete paragraph 19.06 (1) in its entirety and replace with the following:*
Municipal Civil Infraction: *Any Owner, agent, contractor, lessor or occupant of the premise or building where a violation of the provisions of this Ordinance has been committed or exists shall be held responsible for a municipal civil Infraction and prosecuted in accordance with the Municipal Civil Infractions Ordinance. The fine for a violation of a municipal civil infraction under this ordinance shall be \$50; the second violation, \$100; and the third or subsequent violation within any one calendar year, \$250. In addition, the Village shall be reimbursed for any costs incurred by the Village in causing any work to be performed which the respondent has failed to perform. Each day that a violation is permitted to exist shall constitute a separate offense.*

Motion carried unanimously.

A public hearing on the amendment was tentatively scheduled for Tuesday September 8, 1998.

- B. Mr. Al Wilcox, Wilcox Excavation, presented a revision to their previously approved Site Plan. The proposed revision is to add office space that will wrap around the S.W. corner of their building. After discussion, it was moved by David Hardenbaugh,

seconded by Steve Grenus to approve the revision with no additional fee required.

Motion carried with Scott Wilcox abstaining.

- C. The need for speed signs on Coldwater Road was discussed. After discussion it was determined that this should be an item for later consideration.
- D. The need for a sign ordinance was discussed. After discussion, Larry Sheets agreed to gather information for discussion at the next regular Commission meeting.
- E. There was discussion of various fees set by the Village Council. After discussion, it was determined that the current Special Land Use Permit fee of \$50.00 was inadequate to cover the administrative costs.

Motion made by Steve Grenus, seconded by David Hardenburgh to recommend that The Village Council increase the Special Land Use Permit fee from \$50.00 to \$75.00. Motion carried unanimously.

- F. It was recommended that in accordance with Article V., subsection 5.03 of the Village Zoning Ordinance 98.1, an "Official Zoning map of the Village of lake Isabella" be prepared and signed.
- G. It was recommended that Funneling Requirements as provided for in Article XII, subsection 12.03 of the Village Zoning Ordinance be placed on the next Commission meeting agenda for discussion

There being no further business, meeting was adjourned at 8:45 P.M.

Minutes submitted to:

Ed Sapyd
Jack Walker, Chairman

By: Recording Secretary, Diana Hines