

**MINUTES**  
**CASS COUNTY PLAN COMMISSION**  
**MONDAY, January 10, 2011**

Jenny Clark called the regular meeting of the Cass County Plan Commission to order at 6:30 PM in the Commissioners Hearing Room on the 2<sup>nd</sup> floor of the Cass County Government Building.

**ROLL CALL:**

Members present: Fred Seehase, Jenny Clark, Tom Steinberger, Allen Paschen, Brian Reed, Jim Sailors and Gary Yeakley.

Member absent: David Hicks and Tamara Ogle.

Staff present: Arin Shaver, Chris Gaumer, Peggy Dillon and legal council Jeff Stanton.

Public in attendance: None.

**ELECTION OF OFFICERS:**

Brian Reed made a motion to retain all Officers and Committee assignments.

Motion was seconded and all were in favor.

**ACTION ON MINUTES:**

Minutes of October 12, 2010 were approved as presented.

**PUBLIC HEARING:**

#11-01 Buffer yard standards:

Arin Shaver explained that with the current standard of height of trees and shrubs, some planting are not available in Cass County, so the standards are proposed to be 6 foot for trees and 3 foot for shrubs.

A discussion followed and Gary Yeakley made a suggestion of 2 foot for shrubs. Mrs. Shaver explained that these standards could be moved to guidelines.

Gary Yeakley made a motion to approve the current standards for bufferyards but to move the standards 306.13 C. 5, 6, 7, and 9 to guidelines with the amendment of 6 foot for trees and 2 foot for shrubs. Motion was seconded and roll call vote was unanimous to approve #11-01.

**REPORTS:**

Quarterly Report:

Arin Shaver presented the quarterly report, no questions were asked.

Improvement Location Permits:

Mr. Gaumer presented the October - December Improvement Location Permits, no questions were asked.

**OLD BUSINESS:**

Unsafe property Dave Houser 10880 E. South River Road:

Mrs. Shaver presented pictures of this property from August until present. Mrs. Shaver stated that this board can place a fine on the owner, order a clean up of the property or continue to monitor the situation.

Mr. Houser stated that he knows this has gotten out of control and is slowly cleaning up the property, moving out many vehicles, clearing trees and taking out junk.

Charles Green presented pictures from his property showing Mr. Houser's yard full of vehicles and other items.

Mr. Houser asked for guidance from the board.

Mr. Green asked for action from the board.

Brian Reed made a motion to give Mr. Houser another 6 months to clean the property and staff will monitor the situation by conducting inspections every 2 months. Motion was seconded and roll call vote was unanimous to approve.

Certify fees of clean up – 1611 Frushour St, Lucerne;

Mrs. Shaver stated that this property was cleaned by the county from the unsafe property fund for a fee of \$734 and this invoice should be certified to the Auditor. Tom Steinberger made a motion to approve this action. Motion was seconded and all were in favor.

Review of unsafe properties:

Mrs. Shaver presented a spread sheet of unsafe properties that have been brought to this board. A discussion of what is considered an unsafe property followed and the board wishes to address this topic in the near future.

Bylaw changes:

Chris Gaumer presented the amendments to the bylaws and asked for comments before the next meeting.

Developer's Guidebook:

Mrs. Shaver gave a brief outline of the proposed Developer's Guideline booklet.

**NEW BUSINESS:**

Work Program:

Arin Shaver presented the proposed 2011 Work Program for the Planning Department.

Fee Schedule:

Mrs. Shaver explained that no fees are being changed but wording is added to the form as to fees that may be waived. A motion was made to approve, motion was seconded and roll call vote was unanimous to approve.

There being no further business to be brought before the Board, the meeting was adjourned at 8:00 pm on January 10, 2011.

---

Jenny Clark, President

---

Tom Steinberger, Secretary

---

Peggy Dillon, Recording Secretary