

MINUTES
CASS COUNTY PLAN COMMISSION
MONDAY, January 9, 2012

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 2nd floor of the Cass County Government Building.

ROLL CALL:

Members present: Fred Seehase, Jenny Clark, Allen Paschen, Jim Sailors and Chris Frey.

Member absent: Brian Reed and Tamara Ogle.(2 positions are vacant).

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

Public in attendance: None.

Jenny Clark welcomed new member Chris Frey.

ELECTION OF OFFICERS:

Mrs. Clark opened the floor for nominations. Fred Seehase made a motion to nominate.

Jenny Clark for president, Allen Paschen seconded the motion and all were in favor.

Mrs. Clark made a motion to nominate Tamara Ogle for Vice President, Fred Seehase seconded the motion, all were in favor.

Fred Seehase made a motion to nominate Chris Frey as Secretary, Mr. Paschen seconded the motion and all were in favor.

CCPC APPOINTMENT TO BZA:

Jenny Clark volunteered to serve on the Board of Zoning Appeals as the Plan Commission member, all were in favor.

ACTION ON MINUTES:

Minutes of November 14, 2011 were approved as presented.

PUBLIC HEARING:

None:

REPORTS:

Quarterly Report:

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

Improvement Location Permits:

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

Unsafe Building Updates:

- **4044 W. Quincy Lane, Clymers:** Mrs. Shaver explained that the skirting is off the mobile home, door open, health dept. doesn't know if it is hooked up to septic, no heat;
Jim Sailors suggested waiting on the tax sale in February because this property is on the list to be sold. All were in favor.
- **109 Beal Street & 1227 Cliff Drive:** Mrs. Shaver explained that she went with the Health Dept., Rob McLaughlin, to inspect; no drywall; found no infestation due to no food supply; holes in foundation and house;
Health Dept suggested boarding up the property so no animals will come in.
Mr. Sailors made a motion to send a letter to property owner stating specific issues and ask that the property be boarded up.

- **1829 N. Third Street:** Mrs. Shaver stated that the property owner has been notified of the imposed \$1500 fine and will be certified to Auditor on January 16th. Mrs. Shaver stated that all certified letters have been signed for but there has been no contact with owner.

The board agreed to consider possible future fines if no progress is made on this property.

- **1217 N. 600 E.:** Mrs. Shaver explained that this property was purchased from a tax sale and staff has sent a letter to new owner explaining unsafe issues, no contact has been made.

The board agreed that a certified letter stating issues should be sent.

OLD BUSINESS:

Unsafe property case #11-05 10126 Walnut Street Lincoln:

Mrs. Shaver stated that a certified letter was sent. Mrs. Ingold has contacted staff giving a plan to tear down the accessory structure, starting in April and to be finished by June.

The board agreed that staff should continue to work with the Ingolds.

NEW BUSINESS:

Services Rendered:

Resolutions for Gary Yeakley and Tom Steinberger were presented and approved by the board.

Unsafe Case #12-01 918 SR 17:

Mrs. Shaver explained that Kevin Pickering is buying the property on contract and has sent a plan to remove an addition and accessory structure and to clear weeds. Mr. Pickering's plan stated that this should be done between March and August.

Mrs. Shaver stated that staff will re-inspect at a later date.

Work Program:

Arin Shaver presented the proposed 2012 Work Program for the Planning Department.

Educational Session:

Mrs. Shaver explained that this will be conducted when a full board has been appointed.

There being no further business to be brought before the Board, the meeting was adjourned at 7:01 pm on January 9, 2012.

Jenny Clark, President

Chris Frey, Secretary

Peggy Dillon, Recording Secretary