

MINUTES
CASS COUNTY PLAN COMMISSION
Monday October 14, 2013

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: Jenny Clark, Chris Frey, Tamara Ogle, Jim Sailors, Fred Seehase, and George Stebbins

Member absent: Allen Paschen, Brad Johnson and Stacy Odom

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

Public in attendance: None

ACTION ON MINUTES:

Minutes of August 12, 2013 were presented. George Stebbins made a motion to approve the minutes as presented. Tamara Ogle seconded the motion and all were in favor.

PUBLIC HEARING:

#13-06 Cass County Gateway Overlay:

Arin Shaver explained that the Ordinance Review Committee has met multiple times to review standards for the overlay district and the Development Plan Review process. Mrs. Shaver presented the following changes and additions to section 401, Overlay Districts Established and 405 Cass County Gateway Overlay District:

- Established when a Development Plan Review(DPR) is needed
- Overlay standards shall apply over general standards of the zoning ordinance
- Overlay standards verses local, state, federal standards; the most restrictive will apply
- Riverfront Protection Overlay District and CC Gateway Overlay District uses must go through the DPR process
- Addition of exempt items that won't have to go through the DPR process
- Authority for DPR's is the Plan Commission, by state law; Plan Commission may delegate this authority to a committee or planning staff
- Procedures for approval of a DPR
- Final determination to be made by the majority of the hearing body; Plan Commission, Committee or Staff
- An appeal of the decision by committee or staff may be filed within 5 days of the hearing to the Plan Commission
- Items to consider when reviewing applications
- Reviews should make sure the development is compatible with the surrounding area
- Zoning waivers may be applied; no greater than 25%
- Special Exceptions Uses for the CG Overlay will be reviewed by the Cass County Redevelopment Commission for approval or disapproval; an appeal process of their determination is in place; the Development must then go through the DPR process
- Table A, District Use Standards, Cass County Gateway (CG) is added; keeping the most appropriate and effective uses for the area

A discussion of the uses followed and it was determined to change plant nurseries; fish hatcheries; farm equipment sales; Aircraft Sales, Storage, Rentals, Accessory Service & Repair; Contractors; Greenhouses; Compost Facility; and mineral extraction as a special exception requirement in the CG district.

Jenny Clark asked for further questions from the Commission or the public, there were none.

Tamara Ogle made a motion to approve this resolution. George Stebbins seconded the motion. Jim Sailors stated his concern with undesirable development and also the interpretation of these standards.

Roll call vote was as follows: Jenny Clark, yes; Chris Frey, yes; Tamara Ogle, yes; Jim Sailors, yes; George Stebbins, no; Fred Seehase, yes. Resolution #13-06 was approved.

REPORTS:

Improvement Location Permits: Chris Gaumer presented the permits for September, no questions were asked.

OLD BUSINESS:

Bylaw Revisions:

Mrs. Shaver explained the amendment to the bylaws; change of the time and date of the Plan Commission meetings to 10AM on the first Monday of the month. A discussion followed and it was decided to change the time and date again to 8:30AM the first Tuesday of the month. Mrs. Ogle motioned to approve this change, Mr. Stebbins seconded the motion. All were in favor except Mr. Seehase, motion passed. Mrs. Shaver explained that this change will be brought forth to the next meeting for an official action.

Software for permits: Mrs. Shaver explained that staff is interest in new software for the permitting system. Mrs. Shaver stated that this new system will be web based allowing for information to be available out in the field during inspections and all aspects of permits will be linked to properties. The Commission had no objections.

NEW BUSINESS:

None:

There being no further business to be brought before the Commission, the meeting was adjourned at 7:41 PM on October 14, 2013.

CCPC Official

CCPC Official

Peggy Dillon, Recording Secretary