

MINUTES
SOUTH WHITLEY PLAN COMMISSION
REGULAR MEETING
MONDAY, DECEMBER 20, 2021
6:30 P.M.

SOUTH WHITLEY TOWN HALL
118 E. Front Street, South Whitley

MEMBERS PRESENT

Sherri Ayres
Wendy Bills
Randy Cokl
Timothy Gable
Les Hoffman
Anna Simmons
Brock Waterson

STAFF

Nathan Bilger

MEMBERS ABSENT

Taylor Kessie

VISITORS

There were two visitors who signed the Guest List at the December 20, 2021, South Whitley Plan Commission meeting. The Guest List is included with the minutes of this meeting.

CALL TO ORDER

Mr. Bilger called the meeting to order at 6:30 p.m.

ROLL CALL

Mr. Bilger read the roll with those members present and absent being listed above. He stated that Dawn Boggs was no longer a Commission member as she had apparently moved out of the area some time ago.

ELECTION OF OFFICERS FOR 2021

Mr. Bilger requested nominations for the 2021 officers. Ms. Bills made a motion to retain the 2020 officers for 2021. Mr. Hoffman gave the second. There were no other nominations. Motion passed 7-0. The officers for 2021 shall be President, Wendy Bills;

Vice president, Brock Waterson; and Representative to the Board of Zoning Appeals, Sherri Ayres. Ms. Bills preferred that Mr. Bilger continue to lead the meeting.

CONSIDERATION AND ADOPTION OF THE AUGUST 17, 2020 REGULAR MEETING AND DECEMBER 21, 2020, JOINT RDC MEETING MINUTES

Mr. Bilger requested consideration of the August and December 2020 meeting minutes. Mr. Hoffman made a motion to accept the minutes of both meetings, as presented. Ms. Bills gave the second, and the members voted unanimously to carry the motion.

ADMINISTRATION OF THE OATH TO WITNESSEES

Mr. Bilger administered the Oath to two potential witnesses.

OLD BUSINESS

There was no old business.

NEW BUSINESS

1. 21-SW-SUBD-1

Renae Hoffman requested primary plat approval for a 2-lot subdivision proposed to be called Willow Acres. Mr. Bilger described the 6 acre property as being located on the north side of State Road 205, approximately 2/3 of a mile east of Whitley Road. Ms. Hoffman was present and clarified that she planned to build a new house for herself on the property and her mother would continue to live in the existing home. Mr. Bilger asked if soil testing for a septic site had been completed yet. Ms. Hoffman replied that it was scheduled for later in the month. Mr. Bilger noted that the Hoffmans would need to obtain a septic permit before a building permit could be issued. Mr. Bilger asked if Covenants were available. Ms. Hoffman stated that she intended to write Covenants but was unsure of how to do so. Mr. Bilger recommended that Covenants discuss maintenance of the shared driveway; he stated an attorney could help create the document or a sample could be obtained from the Planning Department. The Hoffmans had no additional comments, and Mr. Bilger opened the public hearing. There was no one present who wished to speak with regard to the petition, so Mr. Bilger closed the public portion of the meeting. Mr. Hoffman made a motion to approve 21-SW-SUBD-1 as presented and with the following conditions, as suggested by Staff:

1. Health Department requirements must be met prior to issuance of building permits.
2. Consider writing and recording covenants and restrictions, with at least provisions for the long-term maintenance of the shared driveway and ingress/egress easement.
3. Secondary plat approval delegated to the Plan Commission Staff.

Mr. Waterson gave the second. The members voted unanimously in favor of the motion.

OTHER BUSINESS

2. 2022 Meeting Schedule

The suggested meeting dates for 2022 had been previously emailed to the members, and Mr. Bilger asked if any modifications to the schedule were needed. There were none, and the members conceded to accept the 2022 schedule as distributed.

3. Miscellaneous

There was a brief discussion of current construction projects in the area. Mr. Bilger described that there were several permits issued in 2021 for new single-family homes in South Whitley. He also briefly spoke of the Redevelopment Commission's plan for a housing Tax Increment Finance District. Ms. Bills asked if there was an update on the last rezoning case that had come before the Commission, 20-SW-REZ-1. Mr. Bilger replied that, to his knowledge, the petitioner is currently occupied with other projects but still intends to develop the property; any rezoning request and/or development plan review will be considered by the Plan Commission as a new item of business.

ADJOURNMENT

There being no additional business to come before the Plan Commission, Mr. Bilger adjourned the meeting at 6:45 P.M.

GUEST LIST

1. Joe Hoffman 6030 W. SR 205, South Whitley
2. Renae Hoffman 6030 W. SR 205, South Whitley