

ADAMS COUNTY
PLANNING & DEVELOPMENT COMMITTEE
MEETING MINUTES: February 3, 2010
Room A260

Chairman Glenn Licitar called the Adams County Planning & Development Committee meeting to order at 9:00 A.M. The following members were present: Joanne Sumpter, Vice-Chair; Terry James, Secretary; Sylvia Breene Mike Keckeisen, Kevin Bork and Joe Stuchlak. Others present were: Phil McLaughlin, Zoning Administrator and Cathy Allen, Recording Secretary. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll call.

Terry James made a motion to approve the Agenda. Joe Stuchlak seconded the motion. All in favor. Motion carried.

Chairman Licitar stated that there were no Public Hearings scheduled for the Month of February.

Greg Rhinehart had Cathy Allen present the Surveyor's report for the month of January to the Committee. Joanne Sumpter made a motion to approve the Surveyor's report as presented. Sylvia Breene seconded the motion. All in favor. Motion carried.

Phil McLaughlin presented the minutes from the January 6, 2010 Planning & Development meeting to the Committee. Joe Stuchlak made a motion to approve the minutes as presented. Joanne Sumpter seconded the motion. All in favor. Motion carried.

Department updates. Mr. McLaughlin informed the Committee that he sent information to Adams County Townships reminding them that proposals submitted to them by the public need to be consistent with their Comprehensive Plan. If it's not, but the Town feels it is an appropriate move for their municipality, they must amend their Comprehensive Plan; then move forward with the proposal. Procedures for amending the Comprehensive Plan were also included. Mr. McLaughlin informed the Committee that the Department of Commerce has completed their audit of the Planning & Zoning Department's erosion and sediment control program and general Uniform Dwelling Code enforcement/administration procedures and presented copies of their findings to the Committee for review, along with other informative materials.

Discussion was held regarding charging a minimum fee for Public Hearing expenses in situations where the fee is requested to be waived. This item was discussed in January, but was not on the Agenda for Committee action. Terry James made a motion to charge a minimum \$100.00 fee for Public Hearing expenses in situations where the fee is requested to be waived. Joe Stuchlak seconded the motion. All in favor. Motion carried.

Phil McLaughlin presented the Committee with copies of NR115 and the model Shoreland Wetland Zoning Ordinance from the DNR to review at their leisure. He also stated that the new NR115 is less restrictive than the previous one and less restrictive than the Adams County Shoreland Protection Ordinance in several areas. There is also an opportunity for grant funding for adopting the model ordinance or a more restrictive ordinance. Mr. McLaughlin informed the Committee that certain wording in Section 6-1.06 of our Ordinance needs to be amended as soon as possible. Discussion followed, with input from Chris Murphy and several of the public citizens present. Mr. McLaughlin also stated that more than just the buffer needs to be addressed, citing impervious surface regulations for one. Regardless of what changes may or may not be made to the Ordinance, any revisions need to go through the Public Hearing process. Terry James made a motion to discuss revisions to the Adams County Shoreland Protection Ordinance at the March committee meeting along with Corporation Counsel's response to Section 6-1.06 legalities. Joe Stuchlak seconded the motion. All in favor. Motion carried.

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Joe Stuchlak made a motion to recess. Mike Keckeisen seconded the motion. All in favor. Motion carried.

RECESS: 10:47 A.M.
RECONVENE: 11:07 A.M.

Discussion was held regarding monies available through the Emergency Management Department that could be utilized for Planning & Zoning Department radio replacement; one for each vehicle and a base station for the office. Terry James made a motion to include the Planning & Zoning Department under the program for radio replacement. Joe Stuchlak seconded the motion. All in favor. Motion carried.

Discussion was held regarding adjusting P&Z purchase/service fees to accommodate sales tax charges. Joanne Sumpter made a motion to incorporate the tax within the current fees, thereby not increasing what the public will be paying. Sylvia Breene seconded the motion. All in favor. Motion carried.

Phil McLaughlin presented the Financial Report for the month of December to the Committee for review. Joanne Sumpter made a motion to approve the Financial Report as presented and to have the Comp Time Report submitted at next Committee meeting. Mike Keckeisen seconded the motion. All in favor. Motion carried.

Correspondence: None.

Joanne Sumpter made a motion to adjourn until March 3, 2010. Mike Keckeisen seconded the motion. All in favor. Motion carried.

ADJOURNED: 11: 30 A..M.

Glenn Licitar, Chair

Joanne Sumpter, Vice-Chair

Terry James, Secretary

Joe Stuchlak

Sylvia Breene

Mike Keckeisen

Kevin Bork

Cathy Allen, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.