

**Town of Porter
Plan Commission
Meeting Minutes
January 16, 2013**

- A. Meeting was called to order at 7:01 PM.
- B. Pledge of Allegiance
- C. Roll Call/Determination of Quorum
Present: Timm, Spanier, Kremke, Bruckheimer, Eriksson, Nelson
Absent: Mr. Wagner
Also Present: Ms. Frost, Mr. Mandon, Ms. Campaniello
- D. Board Appointments:
Eriksson read a statement prepared by Campaniello seeking reappointment as Plan Commission Secretary. Timm made said motion. Spanier seconded. Unanimous vote in Favor. Motion Carried.
Discussions took place concerning the length of Timm's term. Frost will review and advise the Commission. Bruckheimer made a motion to appoint Timm as the Plan Commissions liaison to the BZA with the length of the term to be noted after Frost reviews the matter. Kremke seconded the motion. All in favor. Motion Carried.
Nelson nominated Kremke for Plan Commission president. Timm seconded. All in favor. Motion Carried.
Bruckheimer nominated Nelson for Plan Commission Vice president. Kremke seconded. All in favor. Motion Carried.
- E. Consideration of minutes from November 21, 2012
Mr. Timm made a motion to approve minutes.
Ms. Bruckheimer seconded the motion. Nelson Abstained as she was a newly appointed member and was not present at the November 21 2012 meeting.
All in Favor, motion carried.
- F. Audience Participation: None.
- G. Old Business
Ms. Bruckheimer update: No update was received from Developer of the Mineral Springs Villa prior to the meeting. With respect to the maintenance bond.
Bruckheimer made a motion to approve Haas engineer's recommendation to set the maintenance bond in the amount of \$57,482.64 for the Mineral springs Villas. Nelson seconded. All in favor. Motion carried.
- 2004 Letter of Credit for Munson Place development. (Lake Erie Land Co.)
Centier has provided an extension of the letter of credit to November 22, 2013 on same terms as prior letter of credit. Bruckheimer made a motion to accept the bond as presented to extend the date to November 22, 2013. Timm seconded. All in favor. Motion Carried.
- Proposed Rule Change: Kremke requested an update concerning the process and the findings of fact. Frost stated she would have a findings of fact worksheet

next week. As for the GIS and researching adjacent properties, the first petition under said process was presented, and it appears to be a smooth process. The secretary was able to do the adjacent property search with Mandon's review to assure accuracy. With respect to future searches, Plan secretary was requested to print and present the GIS map at the meetings, to assist Frost in confirming the adjacent properties have been correctly notified.

- H. Preliminary Hearing: Bill Davies of Davies surveying appeared on Behalf of Anthony and Rosalie Gardner's requesting a replat on 1140 Cardinal Ct. Porter, In 46304 in order to divide 1.40 acres into two lots. Currently there is 90 feet of frontage on what would be the vacant lot. Additionally there exists 110 Ft. Frontage on Existing house lot. Mandon said the new lot created is buildable under the Town's Zoning ordianances. There exists easy access and the lot is served by utilities. Mandon explained that the primary and secondary plat approval processes may be combined by law since it is a request for a minor subdivision. Timm made a motion to have the matter moved to a public hearing February 20, 2013. Bruckheimer seconded. All were in favor. Motion carried. Kremke reminded the applicant to follow the instructions in the application packet carefully with respect to service of notices and required signage.


- I. Kremke welcomed Elka Nelson to the Plan Commission.

- J. Requests from Secretary and Attorney
None

- K. Adjournment
Eriksson made a Motion to adjourn at 7:27 PM.
Nelson seconded. Motion Carried.



President date 2-20-13



Secretary date 2-20-13