

MINUTES
CASS COUNTY PLAN COMMISSION

Tuesday, April 5, 2016

Jenny Clark, President, called the regular meeting of the Cass County Plan Commission to order at 8:30 AM in the Commissioners Hearing Room on the 2nd floor of the Cass County Government Building.

ROLL CALL:

Members present: Jenny Clark, Jim Sailors, Jim Donato, Krista Pullen, Fred Seehase, Stacy Odom, Mike Kinsey and George Stebbins.

Member absent: 1 member to be appointed

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

Public in attendance: Valintina Friskey

ACTION ON MINUTES:

Minutes of January 5, 2016 were presented. Mr. Stebbins motioned to approve as presented. Mr. Donato seconded the motion and all were in favor.

PUBLIC HEARING:

None.

REPORTS:

1st Quarter ILP's:

Improvement location permits for the 1st quarter were presented with no questions.

1st Quarter Financial Report:

The 1st quarter financial report was presented and no questions asked.

Unsafe Property:

13545 S. Main St. Young America: Mrs. Shaver explained that the claim for recording the lien has been received; will be recorded and the lien for \$273 will be assessed on the property taxes. No questions were asked.

OLD BUSINESS:

Unsafe Properties:

2219 E. Wabash River Road – Abney:

Mr. Koppe presented pictures of the property showing that a corner and an end wall have been demolished but the debris is not cleaned up. Mr. Koppe explained that Mr. Abney stated he has sold the property but does not know the name of the new owners. Mr. Sailors motioned to fine Mr. Abney \$1000 if the debris at 2219 E. Wabash River Road is not cleaned up by April 27, 2016 unless he can provide the name of the new owner to planning staff. Mr. Donato seconded the motion and all were in favor.

4065 Vandalia Road – McMahan:

Mr. Koppe showed pictures of the property and stated that it is in the process of being demolished. Mr. Sailors explained that 1 man is doing the demolition and the process is slow. Mr. Stebbins motioned to extend the order until the June 7, 2016 meeting and have it inspected on June 1, 2016. Mr. Sailors seconded the motion and all were in favor.

4031 Quincy Road – McMahan:

Mr. Koppe explained that no improvements have been made and the condition of the property is getting worse, windows open, structure falling down. Mr. Koppe stated that staff could initiate a cleanup of the property for \$150. Mr. Stebbins motioned to allow staff to secure the property as ordered if the property is not cleaned up by April 27, 2016. Mr. Sailors seconded the motion and all were in favor.

1900 N. Third Street – Friskey:

Mr. Koppe presented pictures of the property; garage door is down and trash bags are still on the property. Mr. Koppe stated that it would be a \$50 fee to secure the garage.

Valintina Friskey, 1900 N. Third St., stated that she has no help to make the repairs or pick up the trash. Mrs. Clark asked if she has trash service, Mrs. Friskey stated she did not pay the bill and no longer has service.

Mr. Sailors explained to Mrs. Friskey that she can go to the Eel Township Trustee and ask for financial assistance to help with the trash pickup. Mr. Sailors motioned to give until April 27, 2016 for the clean up so Mrs. Friskey will have time to talk to the Eel Township Trustee and to initiate a staff board up of the garage. Mr. Stebbins seconded the motion and all were in favor.

NEW BUSINESS:

Unsafe Buildings:

2929 Pottawatomie Rd.- Edmission:

Mrs. Shaver explained that a letter has been sent with concerns of the unsafe house and the trash on the property. Mrs. Shaver stated that the owner is living in an RV on the property.

Mr. Sailors stated that there is a lot of trash and the Health Department should be contacted. Mrs. Shaver stated that she would contact the Health Department.

414 Mill Street – Grantham:

Mr. Koppe stated that a first order was sent out in November and then inspected on March 27th and gave the following information:

- There are no improvements and it seems to be getting worse.
- There has been no response from the property owners
- Staff recommends a board up, the cost to be approximately \$200

Mr. Sailors motioned to board up the property, Mr. Stebbins seconded the motion, Mr. Stebbins seconded and all were in favor.

861 N. SR 25 – Hipsher:

Mrs. Shaver explained that the house in the front of this property has been foreclosed on and the owner moved into the mobile home on the property. Mrs. Shaver stated that Doug Cox, attorney for the owner, said the property owner is planning to remove the mobile home and wishes to sell the property to the neighbor.

Mr. Stebbins motioned to extend this order until the June 7, 2016 meeting with a re-inspection on June 1, 2016. Mr. Donato seconded the motion and all were in favor.

Administration Fee:

Mrs. Shaver explained that this fee will cover staffs to put a cost to administer unsafe properties. Mrs. Shaver stated that the Unsafe Property Ordinance allows for administration fees and this would go to the Commissioners and Council for final approval.

Mr. Koppe stated that unsafe properties are inspected many times, sometimes 6, 7 or 8 times.

Mr. Donato asked if this is flat fee for all unsafe cases and Mrs. Shaver stated no, each case will be assessed individually but administration fee would be the same.

Mr. Sailors motioned to approve this fee and Mr. Stebbins seconded the motion with all in favor.

Work Program 2016

Mrs. Shaver presented the Work Program 2016 for the Planning Department with a brief explanation of each proposed item. Mrs. Shaver stated that the program must be approved by all Plan Commissions. There were no questions or comments. Mr. Stebbins motioned to approve, Mr. Kinsey seconded the motion and all were in favor, Work Program 2016 was approved.

FLOOR IS OPEN TO THE PUBLIC:

Mrs. Clark asked for questions or comments from the public, there were none.

ADJOURNMENT:

There were no further questions and the meeting was adjourned at 9:03AM April 4, 2016.

CCPC Officer

CCPC Officer

Peggy Dillon, Recording Secretary