



**CITY OF KNOX PLANNING COMMISSION
101 WEST WASHINGTON STREET
KNOX, INDIANA 46534
574-772-5445**

Meeting Minutes: July 3, 2018

Members Present: Greg Matt, John Wilson, Ron Parker, Brent VanNorman, Dan Allen, Don Kring, Jim Strong

Members Not Present: Bertha Blue

Staff Present: Kenny Pfof, Martin Bedrock

Staff Not Present: N/A

The July 3, 2018 Planning Commission meeting was called to order at 7:00 p.m. by President Greg Matt. The Pledge of Allegiance was conducted, and Roll Call was performed. Member Kring made a motion to approve the June 5, 2018 minutes. Member Strong seconded the motion. Carried 7-0.

Knox Fertilizer Company – Site Plan Review: No one from Knox Fertilizer or Titan Construction was in attendance to present information on the proposed construction. A permit had been issued for the construction in 2017, but the project was put on hold. The permit will be renewed, and plans will not need to be brought back to the Commission unless changes have been made.

Accessory Buildings: The Commission discussed and finalized proposed changes to Title XIII, Supplemental District Regulations, of the City of Knox Code of Ordinances. Member Kring made a motion to hold a public hearing to recommend to the Knox City Council that Section 4 be stricken, Section 7A be amended and Sections 7E through 7K be added. Vice President Wilson seconded the motion. Carried 7-0. The proposed amendment will be as follows:

The amendment would strike Section 4, Projections Into Required Yards:

No building and no part of a building shall be erected within or shall project into any required yard in any district except that:

- A. A covered canopy may be erected over a driveway in a required side yard, provided that such structure is:
 - (1) Not more than 14 feet in height and 20 feet in length;
 - (2) Entirely open on at least three sides, exclusive of the necessary supporting columns and customary architectural feature; and
 - (3) At least three feet from the side lot line.
- B. A buttress, chimney, cornice, pier, or pilaster of a building may project not more than 18 inches into a required yard.
- C. Bay windows, open and unenclosed/unroofed fire escapes, and steps, may project not more than three feet into a yard setback area.

The amendment would re-word subsection A and add subsections E through K of Section 7, Accessory Buildings:

- A. Where ~~the accessory building~~ is structurally attached to a main building, it shall be subject to and must conform to, all regulations of this ordinance applicable to main buildings.

Where an addition is structurally attached to a main building, it shall be subject to and must conform to, all regulations of this ordinance applicable to main buildings.

- E. All property owners residing in the City of Knox or the Two-Mile Jurisdiction desirous of placing an accessory building on their property shall apply for a permit with the City of Knox Planning Administrator.
- F. All accessory buildings constructed of wood, metal, or concrete shall be considered a permanent structure.
- G. The fee schedule for a permanent accessory building is \$.10 per square foot with a minimum fee of \$25.00.
- H. All accessory buildings constructed of materials other than wood, metal, or concrete shall be considered temporary structures.
- I. All temporary accessory buildings shall be secured to the ground. The fee for the temporary accessory building is \$50.00 for one year. The owner shall be required to renew a permit for a temporary accessory building annually, and the fee shall be \$50.00.
- J. Carports shall not be altered or modified in any manner whatsoever from the manufacturer's specifications and supplied material at the time of purchase.
- K. All accessory buildings shall be constructed in compliance with the City of Knox Zoning Ordinance.

Other Business: Vice President Wilson brought up that the two-mile jurisdiction is being neglected due to the uncertainty of whose responsibility it is. President Matt stated that the two-mile jurisdiction is only for planning and zoning. The question was raised who is responsible for code enforcement in the two-mile jurisdiction. President Matt stated that the County should be doing code enforcement outside of City limits. Attorney Bedrock stated that he would speak to the Starke County Planning Commission, and he will inform them that the County code enforcement officer is responsible for enforcing any violation in the two-mile jurisdiction that is not related to planning and zoning.

Adjournment: Vice President Wilson made a motion for adjournment. Member VanNorman seconded the motion. Carried 7-0. Meeting adjourned.

Kenny Pfost
Director/Secretary