



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

Meeting Minutes: February 4, 2020

Members Present: John Wilson, Brent VanNorman, Dan Allen, Don Kring, Todd Flagg, Jeff Berg

Members Not Present: George Byer, Ron Parker

Staff Present: Kenny Pfof

Staff Not Present: N/A

The February 4, 2020 Planning Commission meeting was called to order at 7:00p.m. by President Don Kring. The Pledge of Allegiance was conducted, and Roll Call was performed. President Kring presented an amendment to the agenda for discussion of hiring an attorney for the Commission. Member Berg made a motion to add the discussion to the agenda and Vice-President Wilson seconded the motion. Carried 6-0. Member Allen made a motion to approve the January 21, 2020 minutes. Member VanNorman seconded the motion. Carried 5-0. Member Berg was ineligible to vote due to not being a member at the time of the meeting.

Planning Commission Attorney: President Kring presented a contract to the Commission in regard to the hiring of an attorney. There was discussion on the pay. Member Berg and Vice-President Wilson stated that their belief is the pay should be based per meeting. Vice-President Wilson made a motion to hire an attorney based on the current salary and prorated from March 1, 2020. Member Berg seconded the motion. Carried 6-0.

Schedule of Fees: Secretary Pfof passed out fees for ordinance violations from Plymouth and South Bend. He explained that both cities allow to make a determination of the fee, not to exceed the maximum allowed by the State of Indiana. The Commission reviewed both

cities' ordinances and discussed them. The consensus was that there should be a schedule of fees for residential and another schedule for commercial. Member Flagg raised the question of whether or not fees could be based on square footage or property taxes. Vice-President Wilson stated that fees need to be based on residential and commercial properties. Vice-President recommended the following fees for non-compliance: Residential - \$100 after 30 days, \$300 after 60 days, \$500 after 90 days: Commercial - \$100 after 30 days and then \$100 per day up to \$2,500 per day. Member Allen made a motion to table until the March meeting. Member VanNorman seconded the motion. Carried 6-0.

Committees: Vice-President Wilson and members VanNorman, Allen, and Berg will be on a committee to review current planning & zoning ordinances.

Other Business: N/A

Adjournment: Vice-President Wilson made a motion to adjourn. Member Allen seconded the motion. Carried 6-0.

Kenny Pfof
Director/Secretary