



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

Meeting Minutes: May 5, 2020

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

Members Not Present: N/A

Staff Present: Kenny Pfof, Todd Wallsmith

Staff Not Present: N/A

The May 5, 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. There were no amendments to the agenda. Due to Covid-19, an April Planning Commission meeting was not held. Member Allen made a motion to approve the March 3, 2020 minutes. Member Parker seconded the motion. Carried 8-0.

Schedule of Fees: There was discussion on the Enforcement and Penalties draft that Attorney Wallsmith completed. All members were in agreeance with the way the ordinance draft was written. Vice President Wilson made a motion to approve the draft with the typographical errors corrected and to set a public hearing for next month's meeting. Member Berg seconded the motion. Carried 8-0. There was also discussion on a fee schedule for penalties. Attorney Wallsmith suggested including the fine schedule below:

CITY OF KNOX PLANNING COMMISSION FINE SCHEDULE

The fines listed in the following table apply to RESIDENTIAL VIOLATIONS as provided for in Ordinance _____

Triggering Event	Fine Amount
Issuance of Notice of Fine	\$100
Failure to Correct Violation AND pay Fines owed Within 30 days of issuance of Notice of Fine	\$300
Failure to Correct Violation AND pay Fines owed for each successive month after first month	\$500

All fines listed herein are cumulative. For example, a person who failed to both pay his fine and correct the violation for a period of 61 days would owe \$900 in fines (\$100 for Notice of Fine + \$300 after 30 days + \$500 after 60 days)

The fines listed in the following table apply to COMMERCIAL VIOLATIONS as provided for in Ordinance _____.

Triggering Event	Fine Amount
Issuance of Notice of Fine	\$100 per day
Failure to Correct Violation AND pay all Fines owed for more than 28 days	\$200 per day
Failure to Correct Violation AND pay all Fines owed for more than 56 days	\$300 per day

All fines listed herein are cumulative. For example, a business that failed to both pay its fines and correct the violations for a period of 30 days would owe \$3200 in fines (28 days X \$100 plus 2 days X \$200= \$3200)

Member Parker made a motion to approve the table of fees. Member Flagg seconded the motion. Carried 8-0. Attorney Wallsmith stated that an addition should also be made to City of Knox Code of Ordinances, Chapter 4, Article VI, Section 4-254 as follows:

(g) Any violation not specifically set out in paragraphs (a) through (f) shall be assessed at (enter amount) and applied as set out in (insert section number for new fine ordinance).

Member Berg made a motion to recommend adding subsection (g) to City of Knox Code of Ordinances, Chapter 4, Article VI, Section 4-254. Member Allen seconded the motion. Carried 8-0.

Ordinance Review Committee: The committee has not met.

Other Business: There was no other business discussed.

Adjournment: Member Parker made a motion to adjourn. Member VanNorman seconded the motion. Carried 8-0.

Kenny Pfof
Director/Secretary