



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

Meeting Minutes: December 1, 2020

Members Present: Don Kring, John Wilson, Brent VanNorman, Todd Flagg, Jeff Berg, Jeff Houston, Ron Parker

Members Not Present: Dan Allen

Staff Present: Kenny Pfof, Todd Wallsmith

Staff Not Present: N/A

The December 1, 2020 Planning Commission meeting was called to order at 7:00 p.m. by President Don Kring. The Pledge of Allegiance and Roll Call were performed. There were no amendments to the agenda. Vice President Wilson made a motion to accept the November 4, 2020 minutes and member Parker seconded the motion for approval. Carried 7-0.

Public Hearing: A public hearing was held for the Driveway Standards ordinance that is attached below. President Kring opened the hearing. No one from the public was present. President Kring closed the hearing. There was no discussion amongst the Commission. Member Parker made a motion to accept the ordinance as presented. Member Berg seconded the motion. Carried 7-0. Secretary Pfof will give Mayor Estok a letter stating that the Commission recommends passing of the ordinance by the Knox City Council.

PROPOSED ORDINANCE FOR DRIVEWAYS IN THE CITY OF KNOX AND WITHIN THE CITY OF KNOX ZONING BOUNDARY

1. All new driveways located on roads which are at least one intersection away from State Road 8 or U.S. 35, in a Commercial or Residential zoned area, shall be set back at least _____ feet from the adjoining property line.
2. All new driveways which are:
 - a. On a road intersecting State Road 8 or U.S. 35 and
 - b. Which have no intersection between the highway and the driveway location, or which are less than one-half (1/2) mile from the highway,
 must receive approval of the Planning Commission Administrator prior to construction.
3. The Planning Commission Administrator shall consider the public’s safety in determining the location of any driveway in Paragraph 2 and shall use as a guideline, but not a requirement, the distances listed in Table A.
4. The Planning Commission Administrator shall determine the minimum distance from the highway that the driveway may be placed and shall indicate the same, in writing, to any applicant for a driveway under this chapter.
5. In the event the Planning Commission Administrator determines that the proposed driveway cannot be done safely or cannot meet the guidelines set forth in Table A, the landowner or the landowner’s agent may petition the Board of Zoning Appeals to establish a location for the driveway.

Table A

Posted Speed Limit (MPH)	Driveway Spacing (In Feet)
25	145
30	185
35	245
40	300
45	350

Two-Mile Jurisdiction: Secretary Pfof stated that he will create a Site Plan Approval form.

Citizen Comments: N/A

Adjournment: Vice President Wilson made a motion to adjourn. Member Parker seconded. Carried 7-0. The meeting was adjourned at 7:21 pm.

Kenny Pfof
Director/Secretary