



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

Meeting Minutes: June 7, 2022

Members Present: Don Kring, Jeff Berg, Dan Allen, Jeff Houston, Brent VanNorman, Ron Parker, Jim Jenkins, Todd Flagg, and John Wilson

Members Not Present:

Staff Present: Kenny Pfof

Staff Not Present: N/A

The June 7, 2022 Planning Commission meeting was called to order at 6:00 p.m. by President Kring. The Pledge of Allegiance and Roll Call was performed. Vice President Berg made a motion to accept the May 2, 2022 minutes with a change to correct the spelling of Member Parker's last name, and member Houston seconded the motion. Carried 8-0.

Subdivision Control Ordinance: Vice President Berg state that the current ordinance is 70 years old, and needs updated. The Tech Committee has been reviewing the Nappanee Subdivision Control Ordinance and will be using that document to shape a new subdivision ordinance to propose to the rest of the members. Member VanNorman informed the Commission that Nappanee's ordinance is much clearer and will provide help as the city continues to grow. President Kring mentioned a subdivision at Culver Road and 500 East that should have had a frontage road, and it did not get put in. Member Houston said that if a subdivision is developed, all of the lots will have to meet the City's standards. Secretary Pfof explained the difference between a minor and major subdivision. President Kring clarified that the new ordinance will replace the current ordinance. There was also discussion on street names and addresses in a subdivision. Secretary Pfof stated that he is responsible for assigning addresses, and the Commission can address street names in the site plan review so there are no issues. Secretary Pfof will get the new ordinance to Territorial Engineering for review and put it on the July agenda.

Planning Commission Attorney: Secretary Pfof read aloud the contract that Attorney Justin Schramm proposed in order to provide his services to the Commission and Board of Zoning Appeals. Member Houston like that the contract seemed to cover everything so that the Commission knows “where we stand” with Mr. Schramm. Vice President Berg said that the Board of Zoning Appeals needs an attorney more than the Planning Commission does. Member Parker made a motion to have Secretary Pfof ask Attorney Schramm if he will accept the position as long as the contract is prorated for the rest of the year. Member Flagg seconded the motion. Carried 9-0.

Citizen Comments: N/A

Adjournment: Member Houston made a motion to adjourn. Member Allen seconded the motion. Carried 9-0.

Kenny Pfof
Director/Secretary