MINUTES OF MEETING OF
WASHINGTON COUNTY PLAN COMMISSION
BOARD OF ZONING APPEALS
Held May 6, 2019
Washington County Courthouse Conference Room

Regular meeting of the Washington County Plan Commission was called to order at 7:00 p.m. Board members present were Mark Hartman, Danielle Walker, Ervin Day, Todd Ewen, Deirdre Miller, Kevin Baird, and Keeley Stingel; absent were Anthony Scifres and Emily Rodman. Board of Zoning Appeals members present were Max Greene, and Mark Hartman; absent were Darrell Tye, Anthony Scifres, and John Mishler. Also present were David Hoar, Ex-Officio, Commission Attorney, John Mead, and Plan Director Travis Elliott.

The Pledge of Allegiance was led by Ervin Day; Mark Hartman offered prayer.

Minutes of the April 1, 2019 meeting were reviewed. Upon motion by Kevin Baird, second by Todd Ewen, the minutes were unanimously approved as presented.

Plan Director Travis Elliott asked the Board to consider the budget to be submitted for next year. Travis is covering five (5) different positions with the County. He needs an additional position for administrative assistance. Upon motion by Keeley Stingel, second by Danielle Walker, the Commission unanimously authorized Travis to submit a budget to include an administrative assistant for building and zoning at a second deputy level of pay.

Travis questioned enforcement procedures. There was discussion by the Commission. The Commission requested its attorney to prepare a memo regarding enforcement procedures.

Travis brought to the Commission's attention issues regarding tiny houses. People are locating large mobile sheds on lots and then converting them to residential structures. Travis displayed certificates required by the State of Indiana to be displayed on a tiny house for certified residential use. Travis stated that 50% of those that are in place are in violation. There was discussion regarding enforcement. In many instances, the structures are being supplied electricity by generator, rather than a utility. Most do not have plumbing, although some do have outhouses. The Commission needs to consider the adoption of special rules to deal with tiny houses.

Travis presented a proposal regarding sigh distance requirements and separation requirements for consideration. These were developed in consultation with the County Highway Superintendent. The recommendations are:

Sight Distance Requirements:

1. General Usage Entrance: 200' Sight Distance Left and Right
2. Internal Subdivision Entrance: 200' Sight Distance Left and Right
3. Subdivision Main Entrance: 300' Sight Distance Left and Right
4. Commercial/Industrial: 300' Sight Distance Left and Right
5. Driveway Entrance from Intersection: 300' Sight Distance Left and Right

Separation Requirements:

1. General Usage Entrance: None
2. Internal Subdivision Driveway Entrance: None
3. Subdivision Main Entrance: 300' Separation
4. Commercial/Industrial: 300' Separation
5. Driveway Entrance from Intersection: 300' Separation

All new or existing driveway entrances shall be inspected by the Washington County Highway Department.

Upon motion by Todd Ewen, second by Keeley Stingel, new standards for sight distance and separation on driveways were unanimously adopted.

Travis brought to the Commission's attention a continuing issue with required setback for structures from the county highway. The Code provides that the setback is 60'. Travis noted that in some instances, the County Commissioners have granted waivers or variances of this requirement. There was discussion by the Commission regarding the setback and its enforcement. The Commission determined to leave the setback at 60' as stated in the Code and if someone wants a change, they will need to apply for variance. The Board asked its attorney to research the enforcement of this provision.

There being no additional business to come before the meeting, upon motion of Ervin Day, second by Kevin Baird, the Commission unanimously approved to close the meeting at 9:15 p.m.

The Board of Zoning Appeals was not called to order; no action taken.

Washington County Plan Commission by:

Mark Hartman, President

Danielle Walker, Vice President

Keeley Stingel, Secretary

Ervin Day

Todd Ewen

Anthony Scifres

Kevin Baird

Deirdre Miller

Emily Rodman

Emily Rodman

WCPC Attorney:

John W. Mead