MINUTES OF MEETING OF
WASHINGTON COUNTY PLAN COMMISSION
BOARD OF ZONING APPEALS
Held January 6, 2020
Washington County 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, Todd Ewen, Kevin Baird, and John Quatroke; absent were Ervin Day, Deirdre Miller, Keeley Stingel, and Emily Rodman. Board of Zoning Appeals members present were Max Greene, Darrell Tye, and Mark Hartman; absent was John Mishler. Also present were Commission Attorney, John Mead, and Plan Director Travis Elliott.

The Pledge of Allegiance was led by Danielle Walker; Kevin Baird offered prayer.

Minutes of the December 2, 2019 meeting were reviewed. Upon motion by Danielle Walker, second by Kevin Baird, the minutes were unanimously approved as presented.

John Quatroke was recognized as the newest Board member.

The Board's attorney was requested to conduct the election of officers. Upon motion by Travis Elliott, second by Kevin Baird, Mark Hartman was nominated for the office of President. Upon motion by Todd Ewen, second by Danielle Walker, and the same being unanimously approved, nominations were closed; Mark Hartman was unanimously elected as President.

Upon motion by Mark Hartman, second by Todd Ewen, Danielle Walker was nominated for the office of Vice President. Upon motion by Todd Ewen, second by John Quatroke, and the same being unanimously approved, nominations were closed; Danielle Walker was unanimously elected as President.

Upon motion by Mark Hartman, second by Todd Ewen, Keeley Stingel was nominated for the office of Secretary. Upon motion by Kevin Baird, second by Todd Ewen, and the same being unanimously approved, nominations were closed; Keeley Stingel was unanimously elected Secretary.

John then turned the meeting back over to Mark Hartman, President of the Commission.

There was discussion regarding non-conforming uses. Todd provided a copy of the Commissioners' minutes for August 7, 2018 which reflects the adoption by the Commissioners of the Chapter 4 non-conforming uses.

There was discussion regarding the sign ordinance. John explained his review of prior discussions and changes made to the draft. Danielle questioned the need for planting of shrubs. Following discussion, the Commission directed the removal of paragraphs 12 and 13 from the draft.

There was discussion regarding the need for a set back from the right-of-way. It was decided that it is necessary and should be included. Upon motion by Danielle Walker, second by John Quatroke, the Commission unanimously approved the sign ordinance draft, excluding paragraphs 12 and 13 and including a provision for a 10' set back from the right-of-way.

In order to bring John Quatroke up to speed on matters, Todd gave a brief history and background of the matter.

Upon motion by Mark Hartman, second by Danielle Walker, John W. Mead was appointed as attorney for the Commission. The letter of engagement was approved.

The Commission reviewed the meeting dates established by the Washington County Council. Upon motion by Kevin Baird, second by Danielle Walker, the Commission unanimously adopted the schedule of meeting dates established by the County Council, excluding the quarterly meetings of the Council. Meetings will be held beginning at 7:00 p.m. at the County Courthouse located at 99 Public Square, Suite 200, Salem, Indiana. The Commission requested its attorney to publish the dates in the local newspaper.

There being no additional business to come before the meeting, upon motion of Danielle Walker, second by Kevin Baird, the Commission unanimously approved to close the meeting at 8:25 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

Kevin Baird

Deirdre Miller

Emily Rodman

John Quatroke

Board of Zoning and Appeals by:

Max Greene, President

Mark Hartman

Darrell Tye

John Mishler

WCPC/BZA Attorney:

John W. Mead