

**FOUNTAIN COUNTY
ADVISORY PLANNING COMMISSION
Minutes**

Jan 26, 2023

A: Call to Order:

The Fountain County Planning Commission met January 26, 2023 at 6pm at the Fountain County Courthouse in the Commissioner's Meeting Room. Minutes were read from the previous meeting: November 10, 2022

Motion to Approve Minutes	SECONDED	VOTE
Glen Walter	Sue Anderson	7-0

B. The following members were present:

<input checked="" type="checkbox"/> Sue Ann Anderson	<input checked="" type="checkbox"/> Jake McGraw
<input type="checkbox"/> Laura Bush	<input checked="" type="checkbox"/> Tim Shumaker
<input checked="" type="checkbox"/> Kyle Crowder	<input checked="" type="checkbox"/> Nancy Tuggle
<input checked="" type="checkbox"/> Jim McKee	<input checked="" type="checkbox"/> Glen Walter

Others in Attendance: Brenda Hardy, Joe Whitaker, Jason Lewis, John Allen

C. Determination of Quorum - ☒ Yes ☐ No

D. Public Comment – none

E. Report of Committees and Officers –

Terms

Position	Appointed by	Name	Term	Voting Member
County Commissioner	Commissioners Board	Tim Shumaker		
County Council	Council Board	Jim McKee		
Extension Educator		Tyler Adams-Open		no
Citizen Member	Commissioners Board	Kyle Crowder	4 yrs. (17-20)	
Citizen Member	Commissioners Board	Sue Ann Anderson	4 yrs (19-20)	
Citizen Member	Commissioners	Jake McGraw	4 years	

	Board			
Citizen Member	Commissioners Board	Glen Walter	4 years	
Citizen Member	Commissioners Board	Nancy Tuggle	4 years	
Surveyor Designee	Commissioners Board	Roger Azar		

Appointments & Vacancies

Position	Nominated	By	Seconded	Vote
Admin Records	Amber Roarks	Tim Shumaker	Glen Walter	7-0
Dale Clawson Replacement	Jim McKee	Jake McGraw	SueAnn Anderson	7-0

Election of Offices

Seat	Nominated	By	Seconded	Vote
Chairman	Kyle Crowder	Jim McKee	SueAnn Anderson	7-0
Vice-Chairman	Tim Shumaker	Nancy Tuggle	Jim McKee	7-0
Recording Secretary	SueAnn Anderson	*		

***Nancy Tuggle Motions to leave all seats the same as previous year, Jim McKee seconded it. Vote 7-0**

F. Old Business –

G. New Business –

FEMA Flood Maps

Joe Whitaker presented information from FEMA concerning a flood study they conducted on the south part of the county. FEMA has extended the flood boundaries and requires flood maps to be viewed at an additional source/website.

These extended boundaries will require Emergency Management to contact effected property owners and hold public meetings. The state will be sending a representative to help answer questions property owners may have at these meetings. Joe informed the committee that he has a time deadline of 30 days to contact the public and hold these meetings. Joe will be receiving more instruction later from a FEMA representative and will keep the Committee updated.

Amber Roarks, Auditors Office, offered to assist in exporting a mailing list of property owner addresses to help aid in contacting landowners.

Building Permit Applications

Amber Roarks requested that we look at the permit applications to help streamline the process and edit the form to better suit county offices & petitioners. Instructional handouts to the public would be beneficial to the petitioner on what the process and procedures are. Having a quick reference that summarize what is being enforced in the county zoning ordinances would help answer questions the public may have. This would also help educate the rural public who are largely unaware that we have building permits in the county.

Suggestions were stated on how to best educate the public. The board would like to have all the information on the county website. Amber is waiting on instructions for logging in and editing the website from Kim Johnson in the Auditors Office. Another suggestion was adding a flyer to the tax bills and sending out bulk postcards to property owners. Amber was going to check with office heads to see if adding an additional sheet with billing could be an option and will be contacting the Post Office to see what the cost would be to mail out post cards.

There was also discussion on the town permitting systems, as towns are exempt from the County Zoning Ordinance that also includes a 2-mile fringe area outside of the town. Questions were asked on how to identify the areas that fall in that fringe area. There still needs to be a way to properly define those areas. There was discussion on working with the towns and how best to merge town permitting system to work in parallel with the counties. Amber Roarks commented that she has already reached out to all the towns to get information on their permitting system, point of contacts, and Town Board Members.

Ordinance for Driveway Controls

Roger Azar and Jason Lewis presented the draft of the Ordinance for Driveway Controls, Permit Application Packets, & Fees. The Board will look over the proposed ordinance and decided next month by vote to approve the next step in the process. If the vote passes the next step will be review by the County Attorney, and then presented to County Commissioners. Roger stated that if after review there were any questions or concerns that he would like to be contacted before the next meeting.

Roger also presented a new zoning map that he has been working on that classifies each parcel by property type. He mentioned that there was an issue with what he called the gray areas of parcels that didn't have property classifications and may not be receiving correct tax revenue. Amber Roarks asked for a copy of the exported

data Roger obtained from the Assessors Office in order the check accuracy of property class information.

Roger stated that at the next meeting he will have the revision on the application packet for the building permits, and that it will be helpful in the permitting process.

Roger is also working on an ordinance for septic system that will be presented at a later.

Pending & Approved Permit Overview For 2023

Amber Roarks asked the Board if they would like to receive an overview on Pending and Approved Permits for the current year. It was decided that at each meeting there will be a summary overview of permits.

H. Communications from Members –

Next Meeting

DATE	TIME	PLACE
Feb 23, 2023	6:00 PM	FOUNTAIN COUNTY COURT HOUSE

Meeting Adjourn

Motion Made by	Seconded	Vote	Time
Tim Shumaker	Glen Walter	7-0	7:32 pm

Kyle Cloud

Sue Anderson

Nancy Duggli

[Signature]

3-23-23 Amber Ro

Date

Adm of Records

James D. Miller

Tim Shumaker

Glen J. Walter