

**CHESTERTON ADVISORY PLAN COMMISSION**  
**JUNE 15, 2017**  
**6:30 P.M.**

The meeting was called to order at 6:30. Present were members F. Owens, J. Trout, T. Kopko, J. Kowalski and president G. Stone. Attorney C. Parkinson was present as legal advisor. Town Engineer M. O'Dell was in attendance. Members R. Poparad and J. Ton were absent. The pledge of allegiance was recited.

**APPROVAL OF MINUTES**

Member T. Kopko moved approval of the minutes from May 18, 2017 seconded by member F. Owens and passed by unanimous voice vote.

**COMMENTS FROM THE PUBLIC- None**

**PRELIMINARY HEARINGS**

**Brian Lewandowski requesting Plottage of Property, Primary Plat of the Resubdivision of Lots 11, 12 and 13.** (Petitioner was not present.)

**James and Mary Jeselnick requesting Plottage of Property, Primary Plat of Driftwood Commons.** (Petitioner was not present.)

There was some discussion among board members whether or not the petitioners needed to be present for the two above items. Town Engineer M. O'Dell suggested that the Plan Commission could send these items to the Plat Committee for approval.

President G. Stone recalled that the 2017 Plat Committee had not yet been elected.

Member T. Kopko moved to retain the members from the previous year. Members would include G. Stone, F. Owens and M. O'Dell. The motion was seconded by member J. Kowalski and passed by unanimous voice vote.

Member J. Trout questioned drawings submitted with the James and Mary Jeselnick petition. He noted that Lot 2 would have no access to a public road. He also called attention to the easement created as a part of the plat.

Town Engineer M. O'Dell said the BZA had approved a variance back in 1993 to allow a second principal structure without frontage. He told the board a 35-foot-wide ingress/egress permanent easement would be platted.

Attorney C. Parkinson told the board the intention is to create an association with the property owners there.

It was the general consensus to send both of these items to the Plat Committee.

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Attorney C. Parkinson advised the board to refer these to the Plat Committee or continue these items. It would be necessary to give notice before either item could be heard. Furthermore, the petitioners would be made aware of when the meeting would convene.

Member J. Trout moved to refer both of the items to the Plat Committee seconded by J. Kowalski and passed by unanimous voice vote.

**CONCEPT REVIEW- None**

**PUBLIC HEARINGS- None**

**OLD BUSINESS**

**Lake Erie Land Company, Sidewalk Guarantee, Phase A, Coffee Creek Center PUD**

**Lake Erie Land Company, Sidewalk Guarantee, 1st Addition to Coffee Creek Center**

Kevin Warren of Lake Erie Land Company was present. He told the board he was present to request to extend two sidewalk guarantees for one year. A sidewalk guarantee for Phase A of the Coffee Creek PUD along SR 49 and the northern section of the project. The second of these two is 1<sup>st</sup> Addition to Coffee Creek PUD it includes sidewalks along Village Green which is seeing development along that area. They are not ready to complete those sidewalks and would request an extension of the guarantee for one year. The necessary petition and submittal fees had been paid.

Member F. Owens moved to grant a one year extension on each of the items referred to above contingent upon receipt of replacement checks and letters of credit. Letters of credit #1082 and #1081 would be released upon receipt of these items. The motion was seconded by member T. Kopko and passed by unanimous voice vote.

**NEW BUSINESS- None**

**MISCELLANEOUS BUSINESS**

Member J. Kowalski said an E-mail was received from member J. Ton advising the board that he was unable to attend tonight's meeting due to a conflict in work scheduling hours. Member Kowalski suggested opening the seat for reappointment.

Attorney C. Parkinson said the statute states that if a member of the commission misses three consecutively meetings the commission can declare the seat to be vacated.

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It was the general consensus of the board that member Ton had missed three consecutive meetings, the seat could be declared vacated.

Member J. Kowalski moved to declare the seat vacated seconded by member J. Trout and passed by unanimous voice vote.

A notice would be sent to the Town Council informing them of this action.

**ADJOURNMENT**

There being no further business before the board, member T. Kopko moved adjournment seconded by member F. Owens and passed by unanimous voice vote. The meeting adjourned at 6:47 P.M.

Respectfully submitted,

Gail Murawski, Secretary

Approved;

G. Stone, President