

**Town of Michiana Shores**  
601 El Portal Dr.  
Michiana Shores, IN 46360-1175  
Office Phone: (219) 874-3193 • Fax: (219) 874-3770

**Advisory Plan Commission**  
**Meeting Minutes of March 3, 2020 7:00 pm**

Meeting called to order by Howard Jablon at 7:02 pm, Michiana Shores Fire Department Meeting Room.

<b>Roll Call:</b>	Howard Jablon – President	Present
	Matt Bowen, Vice-President – Citizen Member	Present
	Mike Lancioni – Council Appointment	Present
	Michael Martinez – Council Appointment	Present
	Pam Dubie – Council Appointment	Absent
	Ray Dumbrys – Citizen Member	Present
	Ralph Box – Citizen Member	Present
	Steve Thomas - Building Commissioner	Present
	Jeffrey Gunning - Attorney	Present
	Daina Dumbrys – Acting Recording Secretary	Absent

Joan Lewis and Brenda Heckman - guests

Howard Jablon requested that the Approval of the Agenda, item 4, follow immediately after the roll call.

**Agenda:**

Howard Jablon requested approval of the agenda. Ralph Box moved to accept, Ray Dumbrys seconded, all present approved: 6/0.

**7:08 Public Hearing on Amendment to the Comprehensive Plan** began. (Agenda item 3)

- i. Howard Jablon indicated he had some language change suggestions. (These were later discussed and were not implemented.)
- ii. Ralph Box asked if we need to go to the BZA? Mike clarified that it is state law.
- iii. Howard clarified that we need to change the comprehensive plan before the ordinance can be approved.
- iv. The Public Hearing Notice for possible amendments to the Comprehensive Plan that was published in the Michigan City News-Dispatch on February 19, 2020 was read aloud by Commission President Jablon
- v. There was no public comment made other than from the Plan Commission Members.
- vi. Howard stated the need to have a definition of STR (Short Term Rental) in the ordinance.

## **Minutes of the February 4, 2020 meeting:**

Approval of minutes from the 2/4/20 meeting. Mike Lancioni moved to accept the minutes, Michael Martinez seconded. 6/0 approved.

### **Public Hearing on Residential District, Use Regulations and Definitions**

- i. Agenda item 6. The substantive portion (first full paragraph) of the Public Hearing Notice for possible amendment to the Town's Zoning Code regarding the Town's Residential District, Special Use Provisions and Short Term Rental Regulations that was published in the Michigan City News-Dispatch on February 21, 2020 was read aloud by the Commission President. There was no public comment made or offered other than from the Plan Commission Members.
- ii. Atty Jeffrey Gunning - provided a proposed ordinance that was generally in two parts. One part offered amendments to the Definition section for the zoning code for Boarding Home or Boarding house, Guest house, a Kennel, Lodging House and Rooming House. The other section amended a provision pertaining to special uses. Both sections were submitted as a Proposed Ordinance titled as AN ORDINANCE AMENDING THE RESIDENTIAL DISTRICT PROVISIONS, USE REGULATIONS AND SELECTED DEFINITIONS OF THE ZONING CODE OF THE TOWN OF MICHIANA SHORES.
- iii. Discussion took place about what the terms should or should not be, as well as how they are defined. It was agreed to limit the approval and discussion to only the last section of the proposed ordinance related to Section 2-1-3-3 A of the Town Code and action on the proposed definitions would be continued to a future meeting.
- iv. Mike Lancioni moved to approve the proposed amendment to Section 2-1-3-3 (A) only while reserving and continuing the proposed amendments to the definition section of the Zoning code to a future meeting. Michael Martinez seconded. 6/0 approved.

### **Old Business:**

- a. Comprehensive Plan Amendment – Mike Lancioni read aloud the proposed changes. Howard Jablon suggested numerous wording modifications. These were not accepted. Plan Commission voted 6/0 to accept the changes to the Comprehensive Plan.
- b. Short Term Rental Ordinance - Action was taken based on the advertised Special Use amendment. Mike Lancioni suggested we only vote on the approval of the amendment to Code Sec. 2-1-3-3 (A) and approve a continuance on the definitions until a future meeting. Mike Lancioni so moved. Matt Bown seconded. All approved.

As to the Short Term Rental Ordinance itself there was some limited discussion. Michael Martinez provided feedback early directly to Mike Lancioni. Nothing substantial, language, etc.

Howard asked, referring to – Part 6a. How do we handle enforcement? The Town Council Needs to be clear about responsibilities.

- c. SBOA Corrective Action Plan: Mike Lancioni explained that the corrective action that could be taken to solve the problem would only require the addition of two "fields" to the Building Permit Application Form. Michael Martinez moved to accept the recommendation and make the changes. Matt seconded. Building Permit Application Forms amendments was approved, 6/0.

Town Council will need to approve the new form.

**New Business:**

- a. Modular and manufactured housing. Matt Bowen explained that there had been previous discussions at previous Plan Commission meetings. He noted there was an unapproved change to the parking layout on the home being built at Dreamwold and Oakdale, however, Steve Thomas, the Building Commissioner, said the change was approved by him. Ray Dumbrys pointed out we do not prohibit factory built homes. Do we need to update our rules to provide better control over the situation? Michael Martinez proposed we table this discussion until the next meeting and make it a focus of the Plan Commission. Howard Jablon and Matt Bowen asked – Should we establish an architectural review board?

**Materials and Correspondence Received.**

None

**Public comments:**

None

**Commission Comments:**

- a. Howard Jablon will not be at the next meeting and asked Matt Bowen to preside.
- b. Howard intends to set up a workshop re rules and procedures of the Plan Commissions. He will ask Daina to work with the Plan Commission members to set up a date and time. (He said he would provide pizza.)
- c. Matt Bowen raised the issue of storage of approved plans. One should go to the Building Commissioner and one to the Town Clerk. He thinks we may need to revisit this to verify if it is happening.

President Howard Jablon adjourned the meeting at 8:51 pm.

Next meeting date: April 7, 2020

Minutes submitted by:

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Ralph Box, Acting Recording Secretary

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Howard Jablon, President