



MINUTES
Winfield Town Council Meeting
Meeting date: Tuesday, March 13th, 2018

Call to Order: A meeting of the Winfield Town Council was held at the Winfield Government Center, 10645 Randolph Street, Winfield, Indiana on March 13th, 2018. The meeting convened at 6:19 PM. The Pledge of Allegiance was recited.

Rick Anderson conducted roll call:

Members in attendance: Gerald Stiener, Jim Simmons, Dave Anderson, Tim Clayton and Bridget Baird.

Members not in attendance: None

Also in attendance: Attorney David Austgen from Austgen Kuiper Jasaitis P.C.; Rick Anderson, Clerk-Treasurer; Nick Bellar, Town Administrator/Planning and Zoning Administrator; Mike Duffy, Town Engineer; Phil Buckingham, LOFS Fire Department Representative; Kim Wachowski, Office and Events Coordinator.

PUBLIC COMMENTS (Agenda Items):

None.

UNFINISHED/DEFERRED BUSINESS:

1. Update on Randolph Street Park Project.

There are no updates on this project.

2. Update on Doubletree East Sewer Project.

Mike Duffy stated the project is still moving along.

3. Update on Town Office Remodel Project.

Nick Bellar stated the remodel project is nearly finished, they should be done by next week.

4. Ordinance 281, Second Reading, Amending Town Code Title XV, Chapter 156, Revisions to Residential Parking Design Requirements per Recommendation of Winfield Plan Commission.

Nick Bellar stated this pertains to residential driveway construction. Dave Anderson made the motion to adopt Ordinance 281 in title only on second reading, An Ordinance Amending Town Code Title XV, Chapter 156, Entitled, "Zoning," and Specifically Amending Section 156.062, Entitled "Residential Parking; Design Requirements," Establishing Revised Residential Parking Design Standards and Requirements, and repealing all Town Code Sections and Ordinances, or parts thereof, in conflict herewith, and all matters related thereto. Tim Clayton seconded the motion, the motion carried with all in favor 5-0.

5. Ordinance 282, Second Reading, Amending Town Code Title XV, Chapter 156, Revisions to Parking Facility Design Requirements per Recommendation of Winfield Plan Commission.

Nick stated this Ordinance updates the Town Code to current ADA standard for commercial parking. Bridget Baird made the motion to adopt Ordinance 282 in title only on second reading, An Ordinance Amending Town Code Title XV, Chapter 156, Entitled, "Zoning," and Specifically Amending Section 156.061, Entitled "Parking Facility Design Requirements," Establishing Revised Parking Standards and Requirements, and Repealing all Town Code Sections and Ordinances, or parts thereof, in conflict



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herewith, and all matters related thereto. Jim Simmons seconded the motion, the motion carried with all in favor 5-0.

6. Ordinance 210B, Second Reading, Amending Town Code Title XV, Chapter 155, Revisions to Subdivision Control Standards Related to Minor Subdivisions per Recommendation of Winfield Plan Commission.

Nick explained that this will streamline the process for Minor Subdivisions. Tim Clayton made the motion to adopt Ordinance 210B in title only on second reading, an Ordinance Amending Ordinance Number 210A, Entitled “An Ordinance Amending Certain Sections of Title XV of the Town Code Pertaining to Land Usage, General Provisions, Building Regulations, Construction, Subdivision Control and Zoning, in the Town of Winfield, Lake County, Indiana, and all matters related thereto, and repealing all Ordinances and Town Code Provisions, or Portions thereof, in conflict herewith, and all matters related thereto, and repealing all Ordinances and Town Code Provisions or Portions thereof in conflict herewith, and all matters related thereto. Dave Anderson seconded the motion, the motion carried with all in favor 5-0.

7. Ordinance 283, Second Reading, Amending Town Code Title XV, Chapter 158, Revisions to Landscaping Design Standards and Regulations per Recommendation of Winfield Plan Commission.

Nick stated this is in regards to tree preservation standards and requires builders to install grass at a new home in a timely manner. Dave Anderson made the motion to adopt Ordinance 283 in title only on second reading, an Ordinance Amending Town Code XV, Chapter 158, Entitled “Landscaping Design Standards and Regulations,” and Specifically amending section 159.04, Entitled “Installation and Maintenance,” Section 158.09, Entitled “Commercial, Institutional and Industrial Landscaping,” and adding section 158.12, Entitled, Residential Landscaping Establishing Technical Revisions to the Residential, Commercial Development Plan Review/Approval Process and Repealing all Town Code Sections and Ordinances, or parts thereof, in conflict herewith, all matters related thereto. Jim Simmons seconded the motion, the motion carried with all in favor 5-0.

8. Ordinance 284, Second Reading, Amending Town Code Title XV, Chapter 156, Revisions to Rear Yard Setback Requirements per Recommendation of Winfield Plan Commission.

Nick noted that this would increase the rear yard setback to 40 feet to ensure residents will have room in their backyards for pools and other accessory structures. They have found that many lots in Town have easements in the backyards that take up the majority of the space prohibiting homeowners from placing any structures in their backyards. This would also require new construction homes under 1500 square feet to include more masonry on the exterior. Bridget Baird made the motion to adopt Ordinance 284 in title only on second reading, an Ordinance Amending Town Code Title XV, Chapter 156, Entitled “Zoning,” and Specifically Amending Appendix B, Entitled “Design Requirements Table,” Establishing Revised Residential Rear Yard Setback Design Requirements, and Repealing all Town Code Sections and Ordinances, or Part thereof, in conflict herewith, and all matters related thereto. Jim Simmons seconded the motion, the motion carried 4-1 with Gerald Stiener voting against.



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9. Ordinance 285, Second Reading, Amending Town Code Title XV, Chapter 156, Revisions to Commercial Development Plan Review/Approval per Recommendation of Winfield Plan Commission.

Nick explained this closes a loophole within the Town Code that allowed PDM and AG-B zoned properties to build commercial developments without coming before the Plan Commission first for approval. Jim Simmons made the motion to adopt Ordinance 285, in title only on second reading, an Ordinance Amending Town Code XV, Chapter 156, Entitled, "Zoning," and Specifically Amending Section 156.043, Entitled "Commercial Development Plan Review/Approval," Establishing Technical Revisions to the Commercial Development Plan Review/Approval Process, and Repealing All Town Code Sections and Ordinances, or parts thereof, in conflict herewith, and all matters related thereto. Dave Anderson seconded the motion, the motion carried with all in favor 5-0.

NEW BUSINESS:

1. Ordinance 2-B, Amendments to Town Administration, Establishing Staggered Terms for Town Council Members.

Dave Anderson explained this would ensure consistency throughout the years with the Town Council so there is never a Council of completely new members who are unaware of current projects or how matters were handled by the previous Council. When they were first elected they spent the majority of their first year in office just trying to piece together what the previous Council had done. This will allow a smoother transition. This Ordinance would establish staggered term limits so there is always at least one Council member from the previous Council serving out the remainder of their term that can guide and introduce new Council members to current projects and policies. Attorney Austgen further explained that this is permitted by State Code. For the first election year that this is established, two seats will be up for a three year term and the other three will be up for a four year term. Then by the time of the next elections all five seats will be up for four year terms but staggered by one year. After no further discussion Bridget Baird motioned to approve Ordinance 2-B, in title only on first reading, an Ordinance Amending Town Ordinance Number 2, Entitled "An Ordinance to Establish the Town Administration and it's Rules of Procedure for the Town Winfield," Changing the Times of Election of Municipal Officers and Establishing Staggered Terms for Town Council Members, and Repealing all Town Code Sections and Ordinances, of parts thereof, in conflict herewith, and all matters related thereto. Jim Simmons seconded the motion, the motion carried with all in favor 5-0.

ANNOUNCEMENTS: Gerald Stiener noted the various upcoming meetings.

ADJOURNMENT:

Gerald Stiener entertained a motion to adjourn the meeting. Tim Clayton made a motion to adjourn and it was seconded by Gerald Stiener. All were in favor, the motion carried 5-0. The meeting adjourned at 6:28 p.m.

Gerald Stiener
Town Council President

Richard C. Anderson, Jr.
Clerk-Treasurer

Kim Wachowski
Recording Secretary

Date of Approval _____