

**Organizational Meeting of the Planning Commission  
- Monday, January 11, 2021 ~ 6:00 p.m.**

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Board Members Present: Mr. Brown, Mr. Ciraldo, Mr. Lapolla,  
Mr. Stoiber, Courtney Zimmerman

Board Members Absent: none

Officials Present: Bernie Hovey, Mayor, Robert Heydorn, Village Solicitor

Others in Attendance: Suzanne Lipan, Administrative Assistant,  
Marsha Schultz, Administrative Services Clerk,

Residents in Attendance: Ryan Bowers, Sandi Saffles

For the record, the January 11, 2021, sign-in sheet is attached to the minutes. The Zoom meeting credentials were made available for the public to join. There were two resident attendees who joined via Zoom.

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**Call to Order**

Mayor Hovey called the 2021 organizational meeting of the Silver Lake Village Planning Commission to order and asked for a roll call. All members were present. Mayor Hovey stated due to the Covid-19 pandemic, the meeting is being held via Zoom.

Mayor Hovey administered the Oath of Office to reappointed Commissioner, Dennis Stoiber and reappointed Commissioner, Donald Brown. Mayor Hovey administered the Oath of Office to newly appointed Commissioner, Courtney Zimmerman. Mayor Hovey congratulated all three Commissioners. He thanked all Commissioners for their willingness to serve.

Mayor Hovey asked for a roll call. All members present. Mayor Hovey asked for a motion for the appointment of a Chair of the Commission for 2021, serving the position for one (1) year. Mr. Lapolla nominated Mr. Stoiber; Mr. Brown seconded the nomination. There were no further nominations. All members signified their approval by saying aye. Mr. Stoiber was unanimously elected as Chair of the Commission for 2021.

Mayor Hovey turned the meeting over to Mr. Stoiber. Mr. Stoiber thanked the Commission for their confidence. Mr. Stoiber confirmed a quorum was present, as all members were present. Mr. Stoiber welcomed all to the Zoom meeting of the Planning Commission. He made note that the Zoom meeting credentials were made available for the public to join. There were two resident attendees who joined via Zoom.

Mr. Stoiber asked for nominations for Vice-Chair of the Commission for 2021, serving the position for one (1) year. Mr. Brown nominated Mr. Ciraldo; Mr. Lapolla seconded the nomination. There were no further nominations. All members signified their approval by saying aye. Mr. Ciraldo was unanimously elected as Vice-Chair of the Commission for 2021.

Mr. Stoiber asked for two volunteers to serve as Liaison to the Citizen's Housing Committee for 2021, serving the position for one (1) year. Mr. Ciraldo and Mr. Lapolla accepted the volunteer

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liaison positions. There were no further volunteers. All members signified their approval by saying aye. Mr. Ciraldo and Mr. Lapolla were unanimously accepted as liaison to the Citizen's Housing Committee for 2021.

The Commission discussed and confirmed the monthly meeting dates and times for 2021. The Commission will meet monthly on the 2<sup>nd</sup> and 4<sup>th</sup> Mondays beginning at 6:00 pm. The location for the meetings will be determined as needed; either in-person at Village Hall or via a virtual Zoom meeting where the public will have access to the meeting. The Commission discussed and confirmed the guidelines and procedures needed to conduct a meeting. They made note that necessary adjustments to procedures, if necessary, as a situation were to arise.

**Approval of Minutes**

Approval of the minutes from December 14, 2020.

Mr. Brown made a motion to approve the Planning Commission minutes from the December 14, 2020 meeting. Mr. Lapolla seconded the motion. Roll call was taken. All members signified their approval by saying aye. Motion carried. The minutes were approved.

**Commission Discussion**

***Plan No.: 2020-48***

***Mr. Ryan Bowers, 3170 Silver Lake Blvd., Lot #24, all, Silver Lake Estates***

Application for a proposed extension to a previously approved fence; extending the approved length of the fence to an additional 63'. The fence will be rod iron; Florida bronze color, 220' plus 63' additional fencing for a total of 283', 6' in height with one 6' gate and one 4' gate. MIC not needed. Photos were included. Planning Commission approved the original application Plan No. 2020-48 on 10/21/2020.

The Commission discussed that Plan No. 2020-48 was approved on October 21, 2020 and the project has yet to begin due to the lack of materials. The Commission discussed the location of the additional fencing and made note that the property has been surveyed. Mr. Heydorn introduced himself to Mr. Bowers as they are backyard neighbors. He shared how pleased he was seeing the children sledding. Mr. Heydorn mentioned the water course and to be aware of the area.

There being no further discussion by the Commission, Mr. Lapolla made a motion to approve the additional 63' of fencing for a total of 283' of fencing for Plan No. 2020-48. Mr. Ciraldo seconded the motion. Roll call was taken. All members signified their approval by saying aye. Motion carried.

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***Plan No.: 2021-01***

***Ms. Sandi Saffles, 2904 Kent Rd., Lot #7, all, Lodge Ave.; Silverlawn Subdivision***

Application to erect a proposed 7' in height, solid, cedar privacy fence that will transition to a 40" in height ornamental fence with no spindles. Said fencing will begin from the northwest property corner that is even with the sidewall of your house along Lodge Avenue to a point that south side of setback pin location. A 40" in height ornamental, rod iron fence will be extended up to the Village's easement location. One gate is to begin at the edge of the garage to the cedar fence. The cedar privacy fence will be in natural color with no stain and will match the existing fencing on the property. Application includes permission to include shrubbery along a portion of the ornamental fence. MIC not needed. Photos are included.

The Commission discussed that this application was originally requested with Plan No. 2017-30 on September 11, 2017, but the project never started. The approved permit has since expired, and the permit is void. The Commission reminded homeowner of permits having limitations in time.

There being no further discussion by the Commission, Mr. Brown made a motion to approve the 7' cedar fence with a 40" ornamental fence to transition from the 7' privacy fence for Plan No. 2021-001 including the condition of notifying Village Hall when the project is staked out. Mrs. Zimmerman seconded the motion. Roll call was taken. All members signified their approval by saying aye. Motion carried.

**Commission Housekeeping**

The Commission discussed the next scheduled meeting will be held on Monday, January 25, 2021, with preparation to meet in Village Hall with the understanding that this may change to a Zoom virtual meeting. New tabletop plexi-shields should be installed on the tables in Village Hall prior to this meeting date.

The Commission discussed that each member is asked to schedule a visit to Village Hall to sign the plans that have been approved at tonight's meeting. The Commissioners that received the Oath of Office will sign the applicable documents. It was noted to scheduled appointment times through Marsha Schultz, so that in-person social distancing is observed due to Covid-19 pandemic.

**Discussion**

The Commission referenced information from the previous Planning Commission meeting regarding that after the review of Ordinance Code 1133 at the previous meeting, the Commission realized that they had not modified the language in Ordinance Code 1133.04(f) to conform with

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what the Commission is proposing for 1133.03(k). During the November 23, 2020 meeting Mr. Brown made a motion to approve the proposed language text changes to Ordinance 1133.03 and 1133.04 as indicated and to present the proposal to Village Council to be included on the meeting agenda scheduled for December 7, 2020. Mr. Lapolla seconded. All members signified their approval by saying aye. Motion carried.

After much discussion referencing the original proposal, Mr. Lapolla made a motion to permit Mr. Stoiber the liberty of drafting a revised document with the amendments discussed. It is with the understanding that the Commission will review the revisions for approval at a Planning Commission meeting prior to the next Council meeting.

The proposed language text change to Village Council was included with the documents distributed. Solicitor, Mr. Heydorn brought to the discussion the requirement of a public meeting being required with Planning Commission's approval prior to submitting the revisions to Village Council. It was suggested to consider a Special Planning Commission meeting to approve such revisions prior to the upcoming Council meeting.

Mr. Ciraldo asked Mr. Stoiber to inquire to the Council representatives who are responsible for the Planning Commission to attend monthly meetings. Mr. Stoiber indicated he will encourage the Council members to attend future Planning Commission meetings.

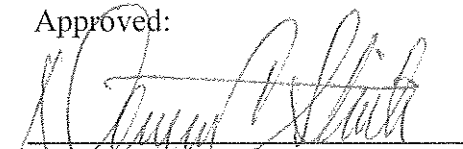
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There being no further items on the Commission's agenda and there being no further discussion, Mr. Brown made a motion to adjourn. Mr. Lapolla seconded. Roll call was taken. All members signified their approval by saying aye. The meeting was adjourned at 7:15 p.m.

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The next meeting of the Planning Commission will be held on Monday, January 25, 2021, at 6:00 p.m. The public will be notified as to the location of the meeting.

Approved:

  
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Dennis Stoiber

Chair

Prepared by Marsha Schultz  
Reviewed by Suzanne Lipan  
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