

**CITY OF KNOX PLANNING COMMISSION  
KNOX CITY HALL, 101 W. WASHINGTON STREET  
KNOX, INDIANA 46534  
MEETING MINUTES: JULY 1, 2025**

MEMBERSHIP PRESENT: JEFF. V. BERG, SHERRY COWEN, JIM BROWN,  
JEFF HOUSTON, TOM SCHOUTEN

MEMBERSHIP ABSENT: JAMIE GRUSZCZYNSKI, DAVE METZ

STAFF PRESENT: LONNIE BOLEY, PLAN ADMINISTRATOR

BOARD ATTORNEY PRESENT: JUSTIN SCHRAMM, ATTORNEY

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The regular meeting of the Knox Planning Commission was called to order by Jeff Berg, President, at 5:00 PM CST. He led the Commission in the Pledge of Allegiance and noted that there was a quorum present. Tom Schouten made a motion, seconded by Jim Brown to accept the agenda as presented. Motion passed with five (5) ayes and no (0) nays.

Sherry Cowen made a motion seconded by Jim Brown to approve the minutes of the June 3, 2025, meeting as presented with minor typo correction.

**Reports-President of the Planning Commission.** Jeff V. Berg stated that once again we should consider definitions and wording in the ordinance on rank vegetation. He stated that the onus is on the Planning Commission to review these types of ordinances every five to 7 years.

Since we have many ordinances to review, the commission will start by examining and making needed changes to the Rules of Procedure.

**There was no technical review committee report.**

**Old Business-**Commissioner Jim Brown obtained a copy of Schererville's Rank Vegetation Ordinance to use as a starting point. It was noted that there are two pages of definitions.

Planning Administrator Boley asked the members to review the ordinance and make recommendations.

Commissioner Tom Schouten asked that more research be done to see what other municipalities have. Boley stated that this is a good idea. They should print off other city's ordinances with recommended changes and give Boley a copy as well as e-mail Jeff Berg.

**New Subdivision updates-**Boley stated that there is not much to update. The City Council has drawn up new covenants. Both the old section and the new section of the Short Subdivision (Sunnyside Estates) will be covered by the covenants.

**New Business.**

**Rules of Procedure-**Commissioner Jim Brown made a motion, seconded by Sherry Cowen to make needed changes to the Rules of Procedure. Motion passed with five (5) ayes and no (0) nays.

Commissioner Brown passed out copies of the proposed new Rules of Procedure. Commissioner Brown read aloud Article I through Article VIII. Under Article V a discussion took place concerning who would be financially responsible for re-notification in the event that a continuance of the meeting would need to be held due to the absence of Planning Commissioners. Commissioner Brown said the commissioners thought that the petitioners should not be penalized if the commissioners caused the delay. With that modification, no other changes were recommended. Each Article was accepted by unanimous voice vote.

President Jeff Berg stated that the commission will continue presenting the Rules of Procedure commencing with Article IX at the next meeting to be held August 5<sup>th</sup>.

**Adjournment.** With no further business to come before the commissioners, the meeting was adjourned by Jeff V. Berg at 7:11 PM CST.

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Jeff V. Berg, President

Respectfully submitted by:  
Jeffery J. Houston  
Recording Secretary  
Knox Planning Commission