

MINUTES
CHURUBUSCO PLAN COMMISSION
REGULAR MEETING
THURSDAY, MARCH 13, 2019
6:30 P.M.

CHURUBUSCO TOWN HALL

MEMBERS PRESENT

Jeremy Hart
Wayne Krider
Madalyn Sade-Bartl
Brenda Saggars
Pat Stanford

STAFF

Nathan Bilger

MEMBERS ABSENT

Paula Grawcock
Ashley Johnson
Mark Pepple
Vivian Sade

VISITORS

There were no visitors.

CALL TO ORDER

Mr. Hart called the meeting to order at 6:30 P.M.

ROLL CALL

Mr. Bilger read the roll call with those members present and absent being listed above.

ELECTION OF 2019 PLAN COMMISSION OFFICERS

Mr. Stanford made a motion to re-elect the 2018 officers for 2019. Mr. Krider gave the second, and the members voted unanimously to carry the motion. The 2019 Churubusco Plan Commission officers are: President Jeremy Hart, Vice President Brenda Saggars, and Board of Zoning Appeals Representative Paula Grawcock.

CONSIDERATION AND ADOPTION OF THE SEPTEMBER 12, 2018, CHURUBUSCO PLAN COMMISSION MINUTES

Mr. Hart asked if there were any additions or corrections to the September 12, 2018, meeting minutes. There were none. Mr. Stanford made a motion to approve the minutes as presented. Ms. Saggars gave the second, and the motion was passed with a unanimous vote.

OLD BUSINESS

There was no old business.

NEW BUSINESS

1. 19-CH-ZOA-1

A public hearing was held to discuss the proposed revision of the Churubusco Zoning Ordinance, Chapter 6, Business Districts. Mr. Bilger explained the amendment would add “Light Industrial” as a special exception use in the General Business District. He summarized the review criteria described in the Staff Report. Mr. Stanford recalled some discussion during the development of the Comprehensive Plan that mentioned a dual-use zoning option for business and industrial. Mr. Bilger said the proposed amendment should be helpful for areas within the Business District that could support Light Industrial uses. He said this is not a dedicated business park zoning, but a way to work with the Town’s existing zoning and uses, which allows more flexibility without changing the zone map.

Mr. Stanford asked how the revision would affect industrial uses wanting to occupy properties in the General Business District that had a grandfathered history of industrial use. Mr. Bilger said this revision would permit such a scenario and would not have much effect on that situation. He did express concern that it could be possible for a larger company to obtain multiple properties in the Business District and convert those properties to industrial, thus decreasing the Town’s commercial area. He said that the Board of Zoning Appeals would need to review cases cautiously because of that possibility of misuse. Mr. Bilger said this was unlikely, but if the commercial area did become too saturated with industrial uses, the code could be amended again.

The members discussed the list of proposed acceptable I-1 uses. Mr. Bilger explained what aspects the Board of Zoning Appeals considers for a Special Exception request. After the discussion, Mr. Hart asked if anyone was present who wished to speak with regard to the proposed Ordinance. No one was present, so the public hearing was closed. Ms. Sade-Bartl made a motion to forward a favorable recommendation on 19-CH-ZOA-1 to the Town Council. Ms. Saggars gave the second. The members unanimously voted in approval of the favorable motion.

OTHER BUSINESS

2. Discussion: Comprehensive Plan Review

Mr. Bilger reminded the Commission that the Comprehensive Plan recommends an annual progress review. He said the last review was February 2017. Notes from the 2019 discussion are attached.

ADJOURNMENT

With no further business, the meeting was adjourned at 7:21 P.M.

CHURUBUSCO COMPREHENSIVE PLAN REVIEW

March 13, 2019

(This review includes only items for which the Plan Commission is a responsible party.)

Strategy L1.1 – Designate appropriate Zoning Districts and Overlay Zones that will comply with the growth areas identified on the Future Land Use Map.

- The creation of an Integrated Business & Industry Zoning District is ongoing.
- The Commission will create a list of areas to review for compliance.
- The Commission will consider creating a Central Business District and a Business Park District.

Strategy L1.2 – Update and maintain the Town’s Zoning and Subdivision Control Ordinances and Town codes to achieve goals of the Churubusco Comprehensive Plan and ensure that the ordinances and codes are enforced.

- An amendment of the Churubusco Zoning Ordinance is pending review by the Town Council.
- In the future, the Subdivision Control Ordinance will be considered for updates.

Strategy L1.3 – When new development is proposed, the impacts of the growth to the surrounding neighborhoods and land uses should be evaluated, issues and development requirements should be identified and met as part of the development plans prior to the final approval by the Plan Commission.

- No new development has come before the Commission recently.

Strategy L1.4 – When development plans are submitted to the Plan Commission, consider site review standards that would include design requirements or other items that will minimize negative impacts, provide for optimal safety, and provide for an integration of function, circulation and image through which balanced community development can be achieved.

- The Development Plan Review already includes the suggested items.

Strategy L1.5 – Provide review standards guidelines/checklists to residents and developers as part of the development review process.

- The process is personally described to the customer.

Strategy L1.6 – Investigate developed and undeveloped land that is contiguous to the corporate limits and otherwise meets the statutory requirements for annexation as

prescribed under the latest version of IC 36-4-3-13.

- Promotion of annexation is not a duty of the Plan Commission, but would be welcomed.

Strategy L2.1 – Support the development and maintenance of quality residential neighborhoods.

- Standards have been met.

Strategy L2.3 – Promote the development of new housing in the \$100,000 - \$175,000 price range.

- No growth has occurred.
- A housing tax abatement program has not been explored.
- The Town has not worked toward purchasing land for future residential developments.

Strategy L2.4 – Promote in-fill development in existing neighborhoods where vacant or available lots exist, including downtown 2nd story structures.

- A senior apartment complex was established on vacant properties near downtown.

Strategy L3.1 – Develop a portfolio of opportunities to increase commercial and industrial development.

- Creating a business park district or making changes to the development plan process were suggested.
- Environmental issues on a downtown property have been resolved.

Strategy L3.2 – Build the capacity of the community to encourage community and economic development.

- Ongoing.
- Ways to establish a Redevelopment Commission were suggested.

Strategy L4.1 – In review of new development, assess the environmental impacts.

- Assessment of environmental impact is already part of the process for considering Development Plan applications.

Strategy PF1.1 – Promote the safe and efficient vehicle travel movement for residents and visitors.

- This is part of the Development Plan process and Subdivision process.

Concluding the discussion of the specific Plan items, Mr. Bilger commented that most of the items discussed are ongoing practices, and he felt the Plan was being sufficiently implemented at this time. He will prepare drafts of a Central Business District and a Business Park District for the Plan Commission's consideration later this year. Ms. Sade-Bartl and Mr. Bilger discussed whether or not OCRA's requirement for updates to the Comprehensive Plan intended for the Plan to be rewritten every 5 years. They decided that in-house updates should be sufficient. Mr. Bilger requested to be involved in any updates to the Plan.

There being no further discussion, the meeting was adjourned.