



Planning Commission City of Crawfordsville, Indiana

City Building
300 E. Pike Street, 2nd Floor
Crawfordsville, IN 47933

August 15, 2023 at 5:00 PM Meeting Minutes

The Crawfordsville Plan Commission met in regular session on August 15, 2023 at 5:00 p.m. Members present for the meeting were Karen Crawford, Jared McMurry, Gerry Turner, Joyce Burnette, Kitty Haffner, and Troy Swan. Member Andy Biddle was not present. Others in attendance were: Megan Huckstep, Director of Planning & Building Services; Tyler Nichols, City Attorney of Taylor, Minnette, Schneider, and Clutter; and Kathryn Vice, Executive Assistant, Planning & Building Services.

Plan Commission President Joyce Burnette called the meeting to order at 5:00 p.m. and the roll was called.

Meeting minutes from June 20, 2023 were presented. Karen Crawford moved to approve the minutes as presented. Kitty Haffner seconded. Motion approved 5-0.

There were no items of old business, therefore the Commission proceeded with items of new business. Director Megan Huckstep presented the staff report for petition SUB 0031 submitted by Mercury Real Estate Holdings LLC who was requesting primary and secondary subdivision plat approval for a non-residential minor subdivision located on a vacant parcel on the east side of Industrial Boulevard and west of the Hampton Inn and Comfort Inn. She explained the property was approximately 9.7 acres that had been used for farming and was zoned B-3, business. Ms. Huckstep stated the surrounding properties were also zoned B-3, business. She explained Industrial Boulevard is a city street that already has heavy truck and farm equipment traffic and any new curb or street cuts must be considered and approved by the Crawfordsville Street Department. Ms. Huckstep stated there were no known environmental, fire, police, or emergency issues anticipated at this time. She stated that access to the property is planned off of Industrial Boulevard and easements have been created for utilities and drainage. Ms. Huckstep explained that the Petitioner has plans to develop the five (5) acre parcel and they have applied and received a variance from the Foster Fletcher Drainage Easement from the Montgomery County Drainage Board on June 21, 2023. The findings of fact are as follows:

The commission or committee may grant Primary Plat Approval upon the following determinations:

1. *The Petitioner has submitted all items necessary for primary plat approval as listed in §152.015 of the Subdivision Control Ordinance.*

Yes, the petitioner has submitted all items necessary for primary plat approval.

2. *The proposal meets the Primary Plat Specifications in §152.016 of the Subdivision Control Ordinance.*

Yes, the plat meets the Primary Plat specifications.



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3. *The proposal substantially complies with the Design Standards of §152.024 – 152.037 of the Subdivision Control Ordinance.*

Most of these standards do not apply, because this is a simple lot split.

4. *The proposed subdivision substantially conforms to the City's future land use map.*

Yes, the City's Future Land Use Map shows this property as corridor commercial which encourages standalone commercial office buildings that are oriented towards major transportation corridors such as highways interchanges. This subdivision and proposed development conforms to our Comprehensive Plan for this area.

The commission or committee may grant Secondary Plat Approval upon the following determinations:

1. *Whether the petitioner has properly received primary plat approval from the Crawfordsville Plan Commission and whether the secondary plat substantially conforms to the approved primary plat.*

Yes, the Plan Commission will only consider Secondary Plat approval if the Commission approves Primary Plat approval.

2. *Whether the primary plat has expired.*

No, the Primary Plat has not expired.

3. *Whether the petitioner has properly submitted all items necessary for secondary plat approval as listed in Section 152.015 of the Subdivision Control Ordinance.*

Yes, the Petitioner has submitted all items necessary for Secondary Plat approval.

4. *Whether the petitioner has met the Secondary Plat specifications in Section 152.017 of the Subdivision Control Ordinance.*

Yes, a construction/maintenance guarantee will not be necessary because there are no public improvements being constructed.

5. *Whether the proposed subdivision substantially complies with the design standards of Sections 152.024 – 152.037 of the Subdivision Control Ordinance.*

Most of these standards do not apply, because this is a simple lot split with no new public infrastructure.

6. *Whether the proposed subdivision meets the Construction Plan specifications in Section 152.019 of the Subdivision Control Ordinance;*

No public improvements will be constructed.



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7. Whether any required performance guarantee and/or maintenance bond has been approved.

This is not applicable since there are no public improvements being constructed.

Greg Morrison came forward representing the petition. He referred to a visual representation of the proposed lot split. Mr. Morrison stated the split would give the adjacent hotel plenty of green buffer space. He explained the new one-story building would be on a fenced in lot. Mr. Morrison stated this would be a regional office space for employees and would fit in well in the area.

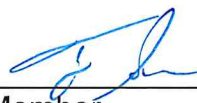
Ms. Burnette reported that 13 adjacent property owner notices were sent out and the Commission received no written comments. Kitty Haffner made a motion to approve the primary plat. Joyce Burnette seconded. Motion passed 5-0. Kitty Haffner made a motion to approve the secondary plat. Karen Crawford seconded. Motion passed 5-0.

Under items of miscellaneous business, Ms. Huckstep reminded the Commission that there is one member vacancy. She reported they are actively working on the Unified Development Ordinance. With no further business, the meeting adjourned at 5:13 p.m.

Minutes Approved: _____



President



Member



Member

Member



Member

Member



Member

Member