



Planning Commission City of Crawfordsville, Indiana

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

February 20, 2024 at 5:00 PM Meeting Minutes

The Crawfordsville Plan Commission met in regular session on February 20, 2024 at 5:00 p.m. Members present for the meeting were Joyce Burnette, Troy Swan, Jared McMurry, Ron Henricks, and Stan Hamilton. Members Sally Evans and Gerry Turner were not present. Others in attendance were: Megan Huckstep, Director of Planning & Building Services; Tyler Nichols, City Attorney of Taylor, Minnette, Schneider & Clutter; Karyn Douglas, City Clerk-Treasurer; and Kathryn Fisher, 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.

Ms. Burnette called for election of officers. Attorney Nichols advised that the Commission could appoint a staff member as secretary. The Commission agreed to retain Joyce Burnette as President, nominate Ron Henricks as Vice President, and appoint Kathryn Fisher as Secretary. Motion passed 5-0.

Meeting minutes from November 14, 2023 were presented. Ron Henricks moved to approve the minutes as presented. Jared McMurry seconded. Motion passed 5-0.

With no items of old business, the Commission proceeded with items of new business. Director Megan Huckstep presented the staff report for petition SUB 0033 submitted by Second Circle Investments, LLC who was requesting a minor, non-residential subdivision for proposed retail development on 2.149 acres of the 14.48 acre parcel located at the southeast corner of US Highway 136 East and Cloverdale Drive. She explained the land is currently vacant and zoned B-3, business, noting the property is surrounded by B-3 to the north, east, and west, R-3 to the northeast and south and R-1 to the southwest. Ms. Huckstep reported that the property is located within the Shelley Drain and had been known to hold water during significant rain events. She reported US Highway 136 East to be a heavily traveled stated highway, while Cloverdale Drive is a private drive. Ms. Huckstep stated there is not a right-of-way to the property, therefore one would need to be obtained for the project, as well as approval and permits from INDOT for any access to US Highway 136 East. She reported no known environmental, fire, police, or emergency issues; however, she did reiterate the challenges associated with the Shelley Drain. The findings of fact for Primary Plat Approval are as follows:

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 into two lots.

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. While the property is currently vacant, the proposed use is retail and would be in line with the comprehensive plan.

The findings of fact for Secondary Plat Approval are as follows:

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.

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

N/A - there are no public improvements being constructed.



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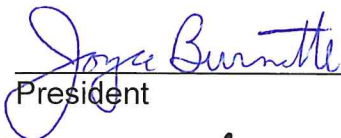
Ms. Huckstep stated based upon the findings of fact, Staff would recommend approval of the Primary and Secondary Plat; with the understanding that development cannot be approved over the existing easement as proposed. Additional approvals for development would be required and potentially a new easement approved and recorded.

Andrew Rossell, AR Engineering, came forward representing the Petitioner. Mr. Rossell introduced Joe Leonard, Second Circle Investments, LLC as the owner and developer of the project. Mr. Rossell reported to be working regularly on the drain issue with everyone involved, understanding that it is now under City jurisdiction. It was his belief that the plat was drawn sufficiently regardless of how the drain challenge is worked out. Mr. Rossell reported having been in contact with INDOT as well. He added that they felt some of the flooding could be attributed to the clogged or buried culvert underneath US Highway 136 East, which they would work to make sure it gets cleaned out. Ms. Huckstep added that she had been in contact with the Street Department in regards to the culvert issue. After some additional discussion amongst the Commission, Stan Hamilton made a motion to approve primary and secondary plat approval. Ron Henricks seconded. Motion passed 5-0.

Ms. Huckstep reminded the Commission that the City is working with HWC Engineering on the Unified Development Ordinance, which was currently in a draft form. She stated it would come to the Planning Commission for review within the coming months and would then be forward to City Council.

With no further business, the meeting adjourned at 5:21 p.m.

Minutes Approved: _____



President

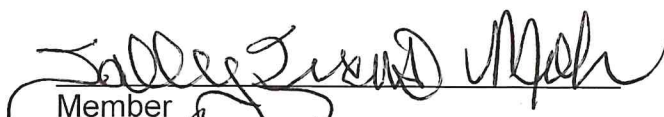


Member



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