



Planning Commission

City of Crawfordsville, Indiana

City Building

300 E. Pike Street, 2nd Floor

Crawfordsville, IN 47933

December 17, 2024 at 5:00 PM

Meeting Minutes

The Crawfordsville Plan Commission met in regular session on December 17, 2024 at 5:00 p.m. in the Common Council Chambers of the Municipal Building. Members present were: Brian Keim, Sally Molin, Ron Henricks, Jared McMurry, Joyce Burnette, Stan Hamilton, and Troy Swan. Others in attendance were: Megan Huckstep, Director of Planning & Building Services; Tyler Nichols, City Attorney of Taylor, Minnette, Schneider & Clutter; 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.

Meeting minutes from June 18, 2024 were presented. Sally Molin moved to approve the minutes as presented. Stan Hamilton seconded. Motion passed 7-0.

With no items of old business, the Commission continued with petition SUB 0036, a request submitted by Blue Peninsula Real Estate for a minor, non-residential subdivision, including primary and secondary plat approval located at the northeast corner of the intersection of State Road 32 (Lebanon Road) and State Road 47 (N Englewood Drive). Planning Director, Megan Huckstep, reviewed the staff report. The findings of fact are as follows:

Primary Plat approval may be granted 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.
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 industrial. While the property is currently vacant, the proposed use is a gas station/convenience store, which is a permitted use in the industrial zoning district. Staff would also note that we are proceeding with the Unified Development Ordinance in 2025 that would also include a new zoning map.

Secondary Plat approval may be granted 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.



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Yes, the Plan Commission will only consider secondary plat approval if the Commission approves primary plat.

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.

Ms. Huckstep stated based on these findings, Staff would recommend approval of Primary and Secondary Plat as presented.

A representative with Blue Peninsula Real Estate was present to represent the petition.

A concerned neighbor raised questions regarding traffic. Troy Swan stated INDOT is involved and would require a traffic impact study. He stated the subdivision would be the first step in the review process and is not intended to address site design, but later, separate reviews would address site design including drainage, parking, layout, ingress, and egress. Ms. Huckstep added that the project would still be subject to City Zoning Ordinance and should it require any variances, neighboring property owners would be notified again and additional public hearings would be held.

Ms. Burnette noted that thirty-seven (37) notices had been sent out and thirty-five (35) had been signed as received, with no comment letters received. Sally Molin moved to approve primary and secondary plat as presented. Brian Keim seconded. Motion passed 7-0.

Under miscellaneous items, Ms. Huckstep noted that she would be passing out training materials for the Commission and City Attorney, Kent Minnette, would be holding a training session at the next meeting.



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With no further business, the meeting adjourned at 5:13 p.m.

Minutes Approved: Jan 21, 2025

Joyce Bunnette
President

Don Donerick
Member

Salvatore J. Jones
Member

Brian Kain
Member

Stanley Stumilton
Member

Jul 27
Member

Member

Member