



Board of Zoning Appeals City of Crawfordsville, Indiana

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

June 18, 2025 at 7:00 PM Meeting Minutes

The City of Crawfordsville Board of Zoning Appeals met as scheduled on Wednesday, June 18, 2025 at 7:00 p.m. in the Common Council Chambers of the Municipal Building. Board members present were: Joyce Burnette, Ron Henricks, Allen Slight, and Mac Petty. Member Shelle Wheeler was not present. Others in attendance were: Megan Huckstep, Director of Planning & Building Services; Tyler Nichols, City Attorney of Taylor, Minnette, Schneider & Clutter; and Katie Fisher, Executive Assistant, Planning & Building Services.

Joyce Burnette called the meeting to order at 7:00 p.m. and the roll was called.

Meeting minutes from May 21, 2025 were presented for consideration. Mac Petty moved to approve the minutes as presented. Ron Henricks seconded. Motion passed 4-0.

700 Tuttle Avenue – Leonardo Espinosa Morales – UV 0100 & DSV 0144

Continuing with items of old business, Planning Director, Megan Huckstep stated that petitions UV 0100 and DSV 0144 had been withdrawn by Panch Hoar on behalf of the Petitioner.

1003 Shady Lane – Jamie Selby – SE 0069

Continuing with items of new business, Ms. Huckstep reviewed the staff report concerning petition SE 0069 submitted by Jamie Selby who was requesting a special exception from the schedule of uses of the City Zoning Ordinance for a clinical mental health therapy office in an R-2, residential zoning district at 1003 Shady Lane. The findings of fact are as follows:

- 1. The special exception is listed as such in the Official Schedule of Uses.**
Doctor's office, mental health facility and professional office are all listed as a special exception in the Schedule of Uses. Staff believes that this clinical health, professional counseling business could fall within any of those categories in the Schedule of Uses, which are special exceptions in the R-2 zoning district.
- 2. The special exception will not involve any element or cause any condition that may be dangerous, injurious, or noxious to any other property or persons.**
No, this special exception will not be dangerous, injurious, or noxious to any other property.



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- 3. If the special exception is for a manufacturing or industrial/processing facility, the petition will comply with all of the performance standards of Section 153.023 of this Ordinance.**

This special exception is not for a manufacturing or industrial/processing facility.

- 4. The special exception will be sited, oriented, and landscaped to produce a harmonious relationship of buildings and grounds to adjacent buildings and properties.**

From what has been provided by the Petitioner, it does not appear that the outside of the structure will be changed, except for the addition of a sign and potentially improvements to the parking areas. Staff believes the site will be sited, oriented, and harmonious in relationship to the property and buildings as well as the adjacent properties.

- 5. The special exception will produce a total visual impression and environment which is consistent with the environment of the neighborhood.**

Staff believes the special exception for a clinical, mental health, therapy office will produce a total visual impression and environment that is consistent with the neighborhood since minimal changes are expected. Plans are to park in existing, designated parking spaces. There will not be any outside storage. All services will be conducted within the structure. Petitioners have suggested adding a fence as a barrier, and the signage will be minimal. The plans meet all of the requirements for a home occupation with the exception of the number of employees or clinicians.

- 6. The special exception will organize vehicular access and parking to minimize traffic congestion in the neighborhood.**

There will be multiple vehicles parked on the property; however they will be located in designated areas that are already identified and used for the residence.

Ms. Huckstep stated based on the findings of fact, Staff would recommend approval of the special exception with the condition that the sign will not be any larger than two (2) square feet.

Jamie Selby was present representing the petition. Mrs. Selby explained that the house had belonged to her grandparents and her wishes for the space were to make her clients feel at home. She stated they would adhere to the Medicaid standards for privacy and that with the nature of the business, she would be agreeable with a two (2) square foot sign.



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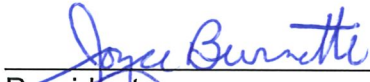
There were no members of the public present for comment.

After discussion amongst the Board, Mac Petty moved to approve the use variance with Staff's recommended condition of a two (2) square foot sign. Ron Henricks seconded. Motion passed 4-0.

Under items of miscellaneous business, Ms. Huckstep stated that the UDO continues to progress. She also reminded Board members that livestreaming would begin on July 1st, 2025.

With no further business, the meeting adjourned at 7:17 p.m.

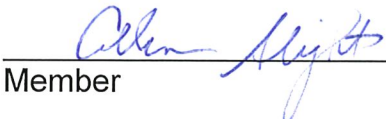
Minutes Approved: 7.16.25



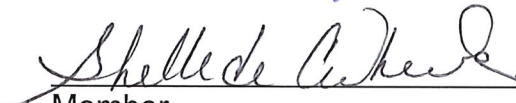
President



Member



Member



Member



Member