

January 10, 2024

The Hendricks County Area Plan Commission Administrative and Plat Committee held a meeting on Wednesday, January 10, 2024 at 9:00 a.m. in the Hendricks County Government Center, Meeting Rooms 4&5, 355 South Washington Street, Danville Indiana. Members present were Mr. Tim Dombrosky, Director of Planning & Building; Mrs. Ginger Harrington, Environmental Health Team Lead; Mr. Dave Gaston, County Surveyor; Mr. Ron Kneeland and Mr. John Ayres, County Engineer. Also, present was Mr. Brian Hurskainen, Senior Planner; and Mrs. Anna Wozniak, Recording Secretary.

Mr. Dombrosky called the meeting to order with the Pledge of Allegiance. There was a quorum with five (5) members present.

Mr. Dombrosky asked for a motion of the meeting minutes for the December 13, 2023 meeting.

Mrs. Harrington motioned for approval of the minutes of the December 13, 2023 meeting.

Mr. Kneeland seconded the motion.

FOR – 5 –                      AGAINST – 0 –                      ABSTAINED – 0 –

**MAP 756/23: RYAN & JILL DEAN (PRIMARY) and WA 356/23;** a 3-lot major plat; 22.975 acres; Middle Township; S13-T17N-R1W; located at 2172 E. CR 1025 N. Pittsboro (Kruse Consulting)

Mr. Dean Kruse, Kruse Consulting, 7384 Business Center Dr., Avon, IN was present.

Mr. Dombrosky asked for continuance of **MAP 756/23** to February 14, 2024 meeting.

Mrs. Harrington motioned to continue **MAP 756/23** to February 14, 2024 meeting.

Mr. Kneeland seconded the motion.

FOR – 5 -                      AGAINST – 0 -                      ABSTAINED – 0 –

**MIP 1177/23: KENNETH & KRISTEN ISLEY;** a 2-lot minor plat; 8.712 acres; Brown Township; S23-T17N-R1E; located on the southeast corner of CR 1000 N. and CR 750 E., lying west of White Creek (Kapur, Inc.)

Mr. Dombrosky asked for continuance of **MIP 1177/23** to February 14, 2024 meeting including the public hearing.

Mrs. Harrington motioned for continuance of **MIP 1177/23** to February 14, 2024 meeting.

Mr. Ayers seconded the motion.

FOR – 5 -                      AGAINST – 0 -                      ABSTAINED – 0 –

**MIP 1178/23: MATT HARVEY;** one lot minor plat; 16.788 acres; Middle Township; S13-T16-1W; located at Southwest quadrant of intersection of East CR 500 North and North CR 250 East (Benchmark Consulting)

Mr. Nathan White, Benchmark Consulting, 69 Augusta Drive, Brownsburg, IN was present on behalf of Mr. Harvey.

Mr. White stated he reviewed staff comments and recommendations, and they were addressed. He showed all the adjustments and changes added to the plans.

Mr. Dombrosky opened the public hearing. There being no one signed up or present to speak, he then closed the public hearing.

**WA 359/23: MIP 1178/23;** a Waiver of the Subdivision Control Ordinance, Section 6.12.1.b. – Sidewalks, Pathways & Pedestrian Ways (Benchmark Consulting)

Mr. Ayres motioned to approve **WA 359/23**

Mr. Gaston seconded the motion. Mr. Dombrosky and Mrs. Harrington voted against.

FOR – 3 –                      AGAINST – 2 –                      ABSTAINED – 0 –

Mr. Ayres motioned for approval of **MIP 1178/23** subject to staff letter comments and recommendations.

Mrs. Harrington seconded the motion.

FOR – 5 –                      AGAINST – 0 –                      ABSTAINED – 0 –

**The staff recommendations are as follows.**

**DRAINAGE CONDITIONS:**

Subject to Drainage Board approval and the conditions of the County Surveyor.

**STAFF RECOMMENDATIONS:**

1. Provide correct invert elevation for the Sub Surface Drain outlet on lot 1.
2. Primary and secondary septic fields for lot 2 may be above grade system.
3. Waiver 6.12(1)(b) Sidewalks are required less than a mile from a trail head.
  - a. The Health Department is not in favor of any sidewalk waivers due to high rates of obesity, in children and adults, as well as the chronic disease that result from limited exercise opportunities. Studies show that people with access to sidewalks get more exercise. Reduction of short car trips when engines emit the most pollution because they are not yet warmed up will also improve air quality.
4. County Surveyor needs to investigate arm 1 legal description.

**CONDITIONS OF APPROVAL:**

1. A properly executed County/Owner Inspection Agreement must be provided prior to approval with all appropriate fees paid prior to the start of any construction.
2. This project is subject to the National Pollutant Discharge Elimination System (NPDES) General Permit covering storm water quality. Procedures there under are governed locally by the Hendricks County Stormwater Management Ordinance and corresponding Technical Standards Manual. An application, fees, construction plans, specifications and Stormwater Pollution Prevention Plan must be presented for approval to the Hendricks County Drainage Board separately from the application to the Hendricks County Area Plan Commission. Secondary Stormwater Approval for a plat plan must be obtained from the Drainage Board prior to Approval by the Plan Commission. In addition, an Erosion Control Permit issued by the Hendricks County Surveyor is required for individual building lots prior to obtaining a Building Permit from the Planning and Building Department.

3. The Hendricks County Planning and Building Department must be notified at least seventy-two (72) hours prior to any site improvements being installed.
4. A septic system must be designed for these lots prior to building permit application to reflect the actual house location and size. The initial review of the submitted soil analysis indicates that the soils are rated severe and that septic systems are feasible on these lots. Additional soil borings for each lot may be required at the time of septic permit application. Proposed subsurface drain outlet elevations are required on each lot prior to final approval.
5. The absorption field areas must be fenced in such a way that accidental crossing of the site with equipment is prohibited. This may be done by farm fence, snow fence, or other similar materials. Preservation of the absorption field areas is the responsibility of the developer and if these areas are not preserved it could make the lots unbuildable.
6. Sidewalks must be installed when sidewalks become contiguous or adjacent to surrounding properties.
7. All new single-family and two-family dwellings in minor subdivisions shall include the minimum design standards identified in 8.1 Residential Design Standards of the Hendricks County Zoning Ordinance.

**MAP 756/23: RYAN & JILL DEAN (SECONDARY);** a 3-lot major plat; 22.975 acres; Middle Township; S13-T17N-R1W; located at 2172 E. CR 1025 N. – Pittsboro (Kruse Consulting)

Mr. Kruse, Kruse Consulting, was present and asked for continuance of **MAP 756/23** to February 14, 2024 meeting.

Mr. Ayres motioned for continuance of **MAP 756/23: Ryan & Jill Dean (Secondary)** to February 14, 2024 meeting.

Mrs. Harrington seconded the motion.

FOR – 5 –

AGAINST – 0 –

ABSTAINED – 0 –

**MAP 755/23: WHITE OAK ESTATES (SECONDARY);** one major plat; 15 acres; Washington Township; S35-16N-1E; located at 7361 E. CR 200 N. – Avon (Stoeppelwerth & Associates, Inc.)

Mr. Keith Gilson, Stoeppelwerth & Associates, Inc., 7965 E. 106<sup>th</sup> Street, Fishers, IN was present.

Mr. Gaston stated the case was approved by the Drainage Board.

Mr. Gilson addressed the comments on the staff recommendation letter. He emailed all the revisions to staff.

Mrs. Harrington stated she didn't receive the email and didn't see any revisions. Her documentation does not show the well in front of the house. Mr. Gilson clarified the well is located Northwest of the house.

Mr. Gilson stated a note for the septic system is included on page two of the plat stating there won't be any permits issued for repair or new septic, they will have to connect.

WCCD approval letter is in place. The signed allocation letter will be available once all fees are paid. They will be paid at closing. The approval letter was attached to the email.

More discussion about the information on plans covered up and not showing details clearly. Mr. Gilson stated he will adjust the plat so it's clear to see the recommended changes.

Mr. Dombrosky inquired about the tree preservation. He asked for a note to be added in general notes to conservation easement on the demolition plan. The contractor should pay special attention to the tree line. It must be 20 feet off the property line.

Mrs. Harrington motioned for approval of **MAP 755/23: White Oak Estates (Secondary)** subject to allocation letter prior to construction and subject to staff comments and recommendations.

Mr. Kneeland seconded the motion.

FOR – 5 –                      AGAINST – 0 –                      ABSTAINED – 0 –

**The staff recommendations are as follows.**

**DRAINAGE CONDITIONS:**

Subject to Drainage Board approval and the conditions of the County Surveyor.

**STAFF RECOMMENDATIONS:**

1. There are still references that need to be cleaned up, e.g. the vision clearance on page 5 of the plat, sewer is in WCCD's territory not Brownsburg, all of the sign/light references on P404 references Town standards of McCordsville Standards, etc.
2. Plan Commission certificate is incorrect and needs to be on all pages of plat, it should be the Admin and Secondary approval found on page 142 of subdivision ordinance.
3. From the primary plat there were concerns about screening adjacent lots. A tree preservation plan should identify specific areas to be protected from clearing, not just showing general clearing limits.
4. Clarify landscape easements and naturally sensitive area easement restrictions.
5. Show abandoned well on lot 1 with a 10' radius. The existing home was served by a well. The well was properly abandoned on 8-4-2011 by Cameron Plumbing but must still be shown.
6. Existing home will continue to utilize the existing septic system; however, connection to sewer is required when a repair or replacement is needed.
  - a. If keeping septic system, there must be a note on the plat that no septic permit will be issued on this site connect to sewer must be made instead.
7. Provide a sewer allocation letter.
8. The flood staging area seems to surround the warning sign and buoy, making it inaccessible.
9. Any easements that have drainage pipes need to be in a 30' wide RDE.
10. The underdrain needs to be shown on the typical street cross section.
11. Show a toe wall on the end section detail.
12. Sheet C601 needs to be cleaned up to remove overlapping drawings.
13. Resurfacing of CR 200 N needs to extend to the north curb line.

**CONDITIONS OF APPROVAL:**

1. A properly executed County/Owner Inspection Agreement must be provided prior to approval with all appropriate fees paid prior to the start of any construction.
2. This project is subject to the National Pollutant Discharge Elimination System (NPDES) General Permit covering storm water quality. Procedures there under are governed locally by the Hendricks County Stormwater Management Ordinance and corresponding Technical Standards Manual. An application, fees, construction plans, specifications and Stormwater Pollution Prevention Plan must be presented for approval to the Hendricks County Drainage Board separately from the application to the Hendricks County Area Plan Commission. Secondary Stormwater Approval for a plat plan must be

obtained from the Drainage Board prior to Approval by the Plan Commission. In addition, an Erosion Control Permit issued by the Hendricks County Surveyor is required for individual building lots prior to obtaining a Building Permit from the Planning and Building Department.

3. The Hendricks County Planning and Building Department must be notified at least seventy-two (72) hours prior to any site improvements being installed.

**MIP 1171/23: JOHN DIEHL**; one minor plat; 13.37 acres; Washington Township; S32-16N-1E; located at West side of N 475 E on Lucas Lane, Approx. ¼ N of CR 100 N (Kruse Consulting)

Mr. Kruse, Kruse Consulting, was present and asked to continue **MIP 1171/23: JOHN DIEHL** to February 14, 2024 meeting.

Mrs. Harrington motioned continuance to February 14, 2024 meeting.

Mr. Ayres seconded the motion.

FOR – 5 –                      AGAINST – 0 –                      ABSTAINED – 0 –

**MRP 153/23: BRAYDEN DAHLSTROM**; one minor residential plat; 4.36 acres; Eel River Township; S1-16N-2W; located at East Side of N CR 350 W, Approx. 0.4 miles N of W CR 650 N, East of North Salem (Kruse Consulting)

Mr. Kruse, Kruse Consulting, was present on behalf of the petitioner and stated he reviewed the staff comments, and they were addressed. Mr. Kruse took the recommendations under advisement.

Mrs. Harrington motioned for approval of **MRP 153/23: BRAYDEN DAHLSTROM** subject to staff comments and recommendations.

Mr. Ayers seconded the motion.

FOR – 5 –                      AGAINST – 0 –                      ABSTAINED – 0 –

**The staff recommendations are as follows.**

**DRAINAGE CONDITIONS:**

Subject to Drainage Board approval and the conditions of the County Surveyor.

**STAFF RECOMMENDATIONS:**

1. The Easement for the SSD outlet must be recorded as a separate document and referenced on the plat prior to recording.
2. The Health Department recommends:
  - a. a secondary septic field easement (SSFE) on all lots
  - b. 1 soil boring within the SSFE
  - c. SSFE statement on the plat
3. The road segment on the north side of the property needs to be labeled as “N CR 350 West.”

**CONDITIONS OF APPROVAL:**

1. A properly executed County/Owner Inspection Agreement must be provided prior to approval with all appropriate fees paid prior to the start of any construction.
2. This project is subject to the National Pollutant Discharge Elimination System (NPDES) General Permit covering storm water quality. Procedures there under are governed locally by the Hendricks County Stormwater Management Ordinance and corresponding Technical Standards Manual. An application, fees, construction plans, specifications and Stormwater Pollution Prevention Plan must be presented for approval to the Hendricks County Drainage Board separately from the application to the Hendricks County Area Plan Commission. Secondary Stormwater Approval for a plat plan must be obtained from the Drainage Board prior to Approval by the Plan Commission. In addition, an Erosion Control Permit issued by the Hendricks County Surveyor is required for individual building lots prior to obtaining a Building Permit from the Planning and Building Department.
3. The Hendricks County Planning and Building Department must be notified at least seventy-two (72) hours prior to any site improvements being installed.
4. A septic system must be designed for these lots prior to building permit application to reflect the actual house location and size. The initial review of the submitted soil analysis indicates that the soils are rated severe and that septic systems are feasible on these lots. Additional soil borings for each lot may be required at the time of septic permit application. Proposed subsurface drain outlet elevations are required on each lot prior to final approval.
5. The absorption field areas must be fenced in such a way that accidental crossing of the site with equipment is prohibited. This may be done by farm fence, snow fence, or other similar materials. Preservation of the absorption field areas is the responsibility of the developer and if these areas are not preserved it could make the lots unbuildable.
6. Sidewalks must be installed when sidewalks become contiguous or adjacent on surrounding properties.

**MRP 154/23: STEVE ST. JOHN**; one minor residential plat; 3.62 acres; Eel River Township; S4-16N-2W; located at E Pearl Street, Approx. 0.15 miles East of the intersection with Main Street (Kruse Consulting)

Mr. Kruse, Kruse Consulting, was present on behalf of St. John family.

Mr. Kruse stated Mr. St. John obtained a variance for easement extension of road 236.

Mr. Dombrosky asked if Beacon was incorrect.

Mr. Kruse replied that the issue is with Beacon showing the property line North and South. Therefore, it shortens the frontage by over 100 feet. The easement is drawn incorrectly in Beacon.

Mr. Gaston confirmed Beacon was wrong.

There was further discussion regarding the easement and property line location being drawn incorrectly in Beacon.

Mr. Dombrosky recommended adjustment to the easement so it's fully bordering the right of way.

Mr. Ayers motioned to approve **MRP 154/23: STEVE ST. JOHN** subject to staff letter and adjustment of driveway easement.

Mrs. Harrington seconded the motion.

FOR – 5 –

AGAINST – 0 –

ABSTAINED – 0 –

**The staff recommendations are as follows.**

**STAFF RECOMMENDATIONS:**

1. The Health Department recommends:
  - a. a secondary septic field easement (SSFE) on all lots
  - b. 1 soil boring within the SSFE
  - c. SSFE statement on the plat
2. The easement providing access between the subject property and SR 236 must be shown.
3. Provide explanation of the remainder exhibit and it's relation to the easement and right of way

**CONDITIONS OF APPROVAL:**

1. A properly executed County/Owner Inspection Agreement must be provided prior to approval with all appropriate fees paid prior to the start of any construction.
2. This project is subject to the National Pollutant Discharge Elimination System (NPDES) General Permit covering storm water quality. Procedures there under are governed locally by the Hendricks County Stormwater Management Ordinance and corresponding Technical Standards Manual. An application, fees, construction plans, specifications and Stormwater Pollution Prevention Plan must be presented for approval to the Hendricks County Drainage Board separately from the application to the Hendricks County Area Plan Commission. Secondary Stormwater Approval for a plat plan must be obtained from the Drainage Board prior to Approval by the Plan Commission. In addition, an Erosion Control Permit issued by the Hendricks County Surveyor is required for individual building lots prior to obtaining a Building Permit from the Planning and Building Department.
3. The Hendricks County Planning and Building Department must be notified at least seventy-two (72) hours prior to any site improvements being installed.
4. A septic system must be designed for these lots prior to building permit application to reflect the actual house location and size. The initial review of the submitted soil analysis indicates that the soils are rated severe and that septic systems are feasible on these lots. Additional soil borings for each lot may be required at the time of septic permit application. Proposed subsurface drain outlet elevations are required on each lot prior to final approval.
5. The absorption field areas must be fenced in such a way that accidental crossing of the site with equipment is prohibited. This may be done by farm fence, snow fence, or other similar materials. Preservation of the absorption field areas is the responsibility of the developer and if these areas are not preserved it could make the lots unbuildable.
6. Sidewalks must be installed when sidewalks become contiguous or adjacent on surrounding properties.

There being no further items to be discussed, the meeting was adjourned at 9:34 a.m.

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Tim Dombrosky, Chairman