

October 12, 2016

The Hendricks County Area Plan Commission Administrative and Plat Committee held a meeting on Wednesday, October 12, 2016 at 9:00 a.m. in the Hendricks County Government Center, Room 4 & 5, 355 South Washington Street, Danville, Indiana. Members present: Mr. Don Reitz, AICP, Planning Director and Chairman; Mrs. Sonnie Johnston, Plan Commission Member Representative; Mr. David Gaston, County Surveyor; and Mrs. Julie Haan, Environmental Health Director. Also present was: Mr. Tim Dombrosky, Senior Planner; Mr. Nick Hufford, Planner; and Mrs. Joanne Garcia, Recording Secretary.

Mr. Reitz called the meeting to order with the Pledge of Allegiance. There was a quorum with four (4) members present.

Mr. Reitz then called for approval of the minutes for the September 14, 2016 meeting.

Mrs. Johnston made a motion to approve the September 14, 2016 meeting minutes.

Mrs. Haan seconded the motion.

FOR – 4 – AGAINST – 0 – ABSTAINED – 0 –

Mr. Reitz then called for the first item on the Public Hearing portion of the agenda as follows:

MIP 1076/16: KEITH COOPER; a 1-lot minor subdivision, 2.2 acres, Clay Township, S36-T15N-R2W, located on the north side of County Road 500 South, approximately 0.4 mile east of County Road 400 West. (Kruse Consulting, Inc.)

Mr. Peter Arnold of Kruse Consulting, Inc. appeared on behalf of Mr. Cooper. Mr. Arnold reviewed the request for approval of a one-lot minor subdivision without road frontage and for which they had received a variance, that being VAR 05/16. He stated they had gone this route for this site instead of an exempt subdivision because there was no road frontage. He stated that there would be no improvements for this site. He stated that the Health Department had discovered some fingers on the property since there had been no record of a septic system. He stated they had designated a secondary septic field easement on the plat.

Mr. Gaston stated that the proposal had received Drainage Board approval.

Mrs. Haan asked if there was an outlet.

Mr. Arnold responded that there was an existing field tile.

Mr. Dombrosky stated that all staff comments and concerns had been addressed.

There being no other questions or comments, Mr. Reitz opened the public hearing. There being no one present to speak, Mr. Reitz closed the public hearing and called for a motion.

Mrs. Haan then made a motion to approve **MIP 1076/16: Keith Cooper** subject to the conditions and recommendations in staff's letter dated October 5, 2016.

Mrs. Johnston seconded the motion.

FOR – 4 – AGAINST – 0 – ABSTAINED – 0 –

The staff conditions and recommendations were as follows:

DRAINAGE CONDITIONS:

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

STAFF RECOMMENDATIONS:

1. According to the Assessor's records, this home was built in 1926 and the Health Department does not have a record of a permitted onsite septic system, however staff was able to locate three fingers with a tile probe. The Health Department has no objection to the continued use of the existing fingers as long as they continue to adequately treat the wastewater generated.

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, PUD or development plan must be obtained from the Drainage Board prior to Secondary Approval (or Approval in the case of minor plats) by the Plan Commission or its Administrative and Plat Committee. 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. 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 needed on each lot prior to final approval.
4. 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.
5. Secondary septic field easements (SSFE) must be shown on the plat, or separate easement document to be recorded with the plat must be provided.
6. Prior to recording a statement must be added to the plat that states: Those designated as secondary septic field easements (SSFE) are secondary septic field easements that are hereby expressly reserved for the purpose of the placement of a sewage disposal field. Uses shall be limited to those consistent with the proper operation of a septic system and that will not result in soil compaction. The easement shall terminate only with the written approval of the Hendricks County Health Officer.
7. The Hendricks County Planning and Building Department must be notified at least seventy-two (72) hours prior to any site improvements being installed.
8. Addresses must be added to the final plat prior to recording. The Director of the Plan Commission will not sign the final plat without addresses included. To obtain addresses, the applicant must submit a request to the Planning and Building Department well in advance of the recording package being forwarded to the Hendricks County Engineer's Office. The Plat Address Information Sheet submitted with the plat application does not constitute a request for addresses.

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Mr. Reitz then called for the next item on the Business Session portion of the agenda.

MRP 067/16: JAMES R. PATRICK; a 1-lot minor residential plat, 5.73 acres, Franklin Township, S17-T14N-R2W, located on the north side of Masten Road, approximately one mile north of U.S. Highway 40. (Kruse Consulting, Inc.)

Mr. Peter Arnold of Kruse Consulting, Inc. appeared on behalf of Mr. Patrick and requested a thirty (30) day continuance for this matter in order to resolve the outlet and perimeter drain issues.

There being no questions or comments, Mr. Reitz called for a motion.

Mrs. Johnston made a motion to continue **MRP 067/16: James R. Patrick** for thirty (30) days to the November meeting.

Mrs. Haan seconded the motion.

FOR – 4 – AGAINST – 0 – ABSTAINED – 0 –

DPR 452/16 (SECONDARY): STORE NOW/JOHN LESLIE; a development plan review to establish a storage unit facility, 4.22 acres, Guilford Township, S20-T14N-R2E, located at the southeast corner of Union Mills Drive and Prosperity Circle in the Heartland Crossing Business Park and more commonly known as 10413 Prosperity Circle. (Holloway Engineering)

Mr. Ross Holloway of Holloway Engineering appeared on behalf of the applicant, Mr. Leslie. He stated they were here to seek approval for Mr. Leslie and his request to construct storage units on an undeveloped lot with no improvements in the Heartland Crossing Business Park. He stated Tri-County Conservancy District would be providing the sanitary sewer and Citizen's Water providing water service. He stated the remaining comment to be addressed was one from the County Engineer, Mr. Ayers, who had requested that they direct the 36" discharge pipe from the on-site drainage to aim towards the southwest corner of the property close to the upstream end of the 60" cross pipe. Mr. Holloway stated they had made that change and it was shown on Page C103 of the plans.

Mr. Reitz asked if Mr. Holloway had reviewed all of the staff's recommendations in their letter dated October 5, 2016.

Mr. Holloway stated that he had and that they concurred with all of them.

Mr. Reitz asked for further questions or comments from the members and staff.

Mr. Dombrosky stated that all of the issues had been addressed.

Mrs. Johnston then made a motion to grant secondary approval for **DPR 452/16: Store Now/John Leslie (Secondary)** subject to the conditions and recommendations in staff's letter dated October 5, 2016.

Mrs. Haan seconded the motion.

FOR – 4 – AGAINST – 0 – ABSTAINED – 0 –

The staff conditions and recommendations were as follows:

DRAINAGE CONDITIONS:

1. Subject to approval from the Tri-County Conservancy District.

STAFF RECOMMENDATIONS:

1. The project engineer must provide an estimate of construction cost and post a performance guarantee prior to the issuance of an Improvement Location Permit.
2. This development is subject to the Non-residential Design Standards in the Hendricks County Zoning Ordinance.
3. The applicant is requesting the committee make certain modifications to the standards of the zoning ordinance. The Plan Commission, and therefore the Administrative and Plat Committee, has this authority per section 2.2(A)17 of the Zoning Ordinance.
 - a. The applicant is asking for a six foot fence in the front yard. Front yard fences are limited in height to four feet tall. Staff recommends modifying this standard to allow the six foot fence because this is a unique use that justifies relief from this particular requirement.
 - b. The applicant is asking for a modification of the parking ordinance that requires bike parking. Staff recommends that bike parking is unnecessary because this is an auto oriented use, and users would most likely not be parking and leaving their vehicles for extended periods of time.
4. The discharge pipe from the on-site drainage should be aimed towards the southwest corner of the property so that the outlet will be close to the upstream end of the 60" cross pipe.

CONDITIONS OF APPROVAL:

1. A properly executed County/Owner Inspection Agreement must be provided prior to secondary 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, PUD or development plan must be obtained from the Drainage Board prior to Secondary Approval (or Approval in the case of minor plats) by the Plan Commission or its Administrative and Plat Committee. In addition, an Erosion Control Permit issued by the Hendricks County Surveyor 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. The applicant will have two (2) years from the date of approval to obtain an Improvement Location Permit/Building Permit. Should this two (2) year period elapse without the applicant having obtained the appropriate permit, the development plan approval will become null and void.
5. To obtain addresses, the applicant must submit a request to the Planning and Building Department. The Plat Address Information Sheet submitted with the plat application does not constitute a request for addresses.
6. Development plan approval does not constitute approval of signage unless such approval is expressly granted by the Plan Commission as part of this development plan. Signage review and approval is typically carried out as a permitting process separate from development plan approval.
7. No Improvement Location Permit/Building Permit shall be issued until any plat associated with Secondary Development Plan Review has been recorded.

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8. A State Plan Release is also required for multifamily, residential and non-residential (commercial and industrial) projects. In no way will a Development Plan Review be construed as a substitute or a waiver for these other required permits.

There being no further business, the meeting was adjourned at 9:11 a.m.

Don F. Reitz, AICP, Chairman