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The Hendricks County Area Plan Commission Administrative and Plat Committee held a meeting on Wednesday March 13, 2019 at 9:00 a.m. in the Hendricks County Government Center, Rooms 4 & 5, 355 South Washington Street, Danville, Indiana. Members present: Mr. Tim Dombrosky, Chairman; Mr. Kim Galloway, Assistant County Engineer; Mrs. Ginger Harrington, Environmental Health Representative; Mr. David Gaston, County Surveyor; and Mrs. Sonnie Johnston, Plan Commission Representative. Also present was: Mrs. Suzanne Baker, Senior Planner; and Mrs. Joanne Garcia, Recording Secretary.

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

Mr. Dombrosky then called for approval of the minutes for the February 13, 2019 meeting.

Since Mr. Gaston had not yet arrived at the meeting, the approval for the minutes was moved to the end of the meeting.

It was noted here that the available sign in sheets for the public hearing portion of this agenda were presented and had no names added.

MIP 1105/18: MICHAEL WOOLARD; a 2-lot minor subdivision, 19.51 acres, Clay Township, S06-T14N-R2W, located on the west side of Phillips Street in the Town of Coatesville and along the south side of the Vandalia Trail. (Moench Engineering)

Mr. Dombrosky stated that the project engineer had not been in contact with the staff on this matter nor submitted any revisions since the last continuance was granted. He added that granting another continuance would be the third which was the maximum allowed by the ordinance.

It was noted here that Mr. Gaston arrived at the meeting.

Mrs. Baker added that she did not think an allocation had been granted either.

Mrs. Harrington responded that other than the allocation letter, she believed that the Health Department's requirements had been addressed.

Mr. Gaston stated that the Drainage Board had approved the project.

Mr. Dombrosky asked if the project engineer had been present at that meeting.

Mr. Gaston replied that a representative of the company had been present but not the applicant's engineer.

Mr. Dombrosky stated that he proposed one more continuance be allowed and an attempt to contact the applicant's engineer would be made.

There was a consensus and Mr. Dombrosky made a motion to grant a thirty (30) day continuance for **MIP 1105/18: Michael Woolard.**

Mrs. Johnston seconded the motion and the vote was unanimous.

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

MIP 1107/19: MARK WAGGONER; a 3-lot minor subdivision, 26.7 acres, Lincoln Township, S16-T16N-R1E, located on the west side of North County Road 575 East, approximately 0.16 mile south of East County Road 450 North. (Benchmark Consulting, Inc.)

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WA 302/19: MIP 1107 MARK WAGGONER; a Waiver of the Subdivision Control Ordinance, Sec. 6.12 (2.) Sidewalks, Pathways and Pedestrian Ways. (Benchmark Consulting, Inc.)

Mr. Nathan White of Benchmark Consulting, Inc. appeared on behalf of the applicant. He stated that the project had received Drainage Board approval.

Mr. Dombrosky asked if Mr. White had been in contact with the Hendricks County Health Department.

Mr. White stated that he had been in contact with the Health Department. He added that he believed he had addressed all of the ten staff recommendations. He stated the issues he had were about rotating one of the secondary septic fields due to contouring and the right-of-way. He stated he would need to obtain new soil borings on Lot 2 and Lot 1.

Mr. Dombrosky asked about the detail on the outlet.

Mr. White stated that he had not done that as Mrs. Klick had indicated that she was more concerned about the soil borings and that the outlets provided did work properly.

Mrs. Harrington commented that the soils were not good and that was why the boring ended up in an easement. She added that the soils in the area might not come back as being very good.

Mr. White replied that they would order more soil borings and determine a good location as there were six acres there and move the existing field tiles if necessary.

Mr. Dombrosky asked about the dye testing.

Mr. White stated that they had changed that location and stubbed out a new field tile in case there might be anything wrong in the future.

Mrs. Harrington then reviewed her list of comments to include an additional soil boring on Lot 2 and 3, showing the location of the wells, showing invert elevations for the subsurface drain outlets which needed to be more clearly defined on Lots 1 and 2, and whether on Lot 3 they would be doing a beehive or daylighting.

Mr. White replied that on Lot 3 there would be a manhole and that he could add a note about that on the plans.

Mrs. Harrington stated that would be agreeable.

Mr. Dombrosky added that he thought Mrs. Klick, the Environmental Health Director, wanted to propose a continuance for this matter.

Mrs. Harrington then made a motion to grant a thirty (30) day continuance for **MIP 1107/19: Mark Waggoner**.

Mrs. Johnston seconded the motion and the vote was unanimous.

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

Mr. Dombrosky then stated that he had failed to open the public hearing on this matter, and he asked if there was anyone present to speak. There being no one signed up on the presented sign-in sheet, Mr. Dombrosky closed the public hearing.

Mr. White then asked about addressing the sidewalk waiver for this project.

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Mr. Dombrosky stated that could be heard and that a sidewalk waiver needed to be requested due to the location being in Lincoln Township.

Mrs. Harrington stated that the Health Department would not be in favor of a sidewalk waiver.

Mr. Dombrosky asked for further questions or comments. There being none, Mr. Dombrosky added that if the waiver was granted, a note would be required on the plat that sidewalks would be required if they became adjacent.

There being no further comments, Mr. Galloway made a motion to grant a waiver of the sidewalk requirement for **WA 302/19: MIP 1107 Mark Waggoner** with a note required on the plat that sidewalks would be required if they became adjacent.

Mr. Dombrosky added that also a note indicating any further subdivision of the project could also cause a sidewalk requirement.

Mr. Galloway amended his motion to also contain the requirement to add a note to the plat indicating any further subdivision of the project could also cause a sidewalk requirement.

Mrs. Johnston seconded the motion with Mrs. Harrington voting against.

FOR – 4 – AGAINST – 1 – ABSTAINED – 0 –

MIP 1108/19: RAMONA S. LEOPARD; a 3-lot minor subdivision, 15.244 acres, Liberty Township, S13-T14N-R1w, located on the east side of South State Road 39, approximately 0.13 mile north of County Road 800 South. (Jeff Trout/Indysurv LLC)

WA 303/19: MIP 1108 RAMONA S. LEOPARD; a Waiver of the Subdivision Control Ordinance, Sec. 6.06 Street Trees. (Jeff Trout/Indysurv LLC)

Mrs. Baker stated that a continuance was needed as the applicant had not filed with the Drainage Board.

Mrs. Harrington made a motion to grant a thirty (30) day continuance for **MIP 1108/19: Ramona S. Leopard & WA 303/19: MIP 1108 Ramona S. Leopard.**

Mrs. Johnston seconded the motion and the vote was unanimous.

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

That concluded the public hearing items.

DPR 471/19 (SECONDARY): LINDEN SQUARE COMMERCIAL; a development plan review to establish two new commercial shopping center buildings; 4.68 acres, Washington Township, S32-T16N-R2E, located northwest of the intersection of East County Road 100 North and North Raceway Road. (American Structurepoint)

Mr. Dombrosky stated that this project was continued at the Drainage Board meeting and that there were road improvements pending.

Mr. Gaston made a motion to grant a thirty (30) day continuance for **DPR 471/19 (Secondary): Linden Square Commercial.**

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Mrs. Harrington seconded the motion and the vote was unanimous.

FOR – 5 –

AGAINST – 0 –

ABSTAINED – 0 –

MAP 740/19 (SECONDARY): HENDRICKS COUNTY GATEWAY PARK, LOT 1; a 1-lot major commercial subdivision plat, 48.61 acres, Liberty Township, S35-T14N-R1W, located southwest of the State Road 39 and I-70 Interchange, more commonly known as 10730 South State Road 39. (American Structurepoint)

Mr. Nicholas Everhart of American Structurepoint and Mr. Philip Gross of GDI Construction appeared. He stated that they had received Drainage Board approval. He stated that they had been working with the County Engineer, John Ayers, as well as Christopher Burke Engineering on the construction details for the project. He pointed out the plan sheet that contained the layout of Structure 247/238 with relation to Pond 3a and the road. He then went over the details for the box culvert and the design for the guardrail and timber bollards and he submitted a detail drawing. He stated that the guardrail to be proposed was nicer than the typical INDOT guardrail.

Mr. Gaston asked Mr. Galloway if he knew if Mr. Ayers had okayed the design for the guardrail and timber bollards.

Mr. Galloway responded that it would be okay as long as it was an INDOT approved design.

Mr. Gaston commented that if a vote was put forth on this project, he would want to make it subject to the County Engineer, John Ayers, approval of the type of guardrail proposed.

Mr. Everhart stated that he had talked with Mr. Ayers and that he had been okay with the timber guardrail design and wood post bollards. He stated he would be okay with a condition placed on the approval. He stated he believed all of the outstanding items had been resolved.

Mrs. Harrington asked if they had received an allocation letter.

Mr. Everhart responded that they did not have that yet.

Mr. Dombrosky stated that a condition on the allocation was included as #4 in the staff letter for the development plan review.

Mr. Everhart then discussed the landscaping plan and he explained the situation with the tree spacing.

Mr. Dombrosky asked about the note in #2 as to street trees and sidewalks and the timing for their installation.

Mr. Everhart responded that he would keep that in mind.

Mr. Gaston then commented that during discussions at the Technical Review meeting, Mr. Mardis had brought up the outlet south of the culvert and erosion issues there.

Mr. Everhart stated he did recall that discussion and he briefly went over the concern with Mr. Gaston.

Mr. Dombrosky brought up staff recommendations #9 & 10 as to INDOT approval of the entrance and all road and drainage work on State Road 39 being approved prior to recording of the plat and construction on Lot 1.

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Mr. Everhart stated he had discussed that with Mr. Ayers who agreed that INDOT approval could be conditional on recording the plat.

Mr. Gaston asked if INDOT had approved the entrance design.

Mr. Everhart responded no.

Mr. Gross stated that they should have construction design drawings submitted to INDOT by the following week and a copy would be given to staff.

Mr. Dombrosky went over the concerns of Mrs. Klick for the Health Department with Mr. Everhart. He explained that she was recommending that a suitable location be reserved on each lot for future onsite septic disposal fields and future secondary septic field easement until sewer was allocated.

Mr. Everhart responded that they did not hatch a designated area on the plans and that the lot could go as far as necessary if septic was needed. He stated he had no concerns with her suggestion and could provide the location if needed.

Mr. Dombrosky asked if that would be located offsite of Lot 1.

Mr. Everhart stated since it would be necessary to get the allocation letter prior to platting, it would be Lot 1 and the property line could be adjusted for extra area.

Mrs. Harrington stated she understood.

Mr. Gross stated they were not concerned about getting the allocation letter as the issue was paying the fees prior to getting approval to start construction and he stated for the proposed building, the fees would be around \$160,000.00.

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

Mr. Gaston made a motion to grant secondary approval for **MAP 740/19: Hendricks County Gateway Park, Lot 1 (Secondary)** subject to the following:

1. Staff conditions & recommendations in letter dated March 13, 2019;
2. Final approval from County Engineer for guardrail and bollard design;
3. Approval of entrance plans by INDOT; and
4. Receipt of sanitary sewer allocation letter.

Mrs. Harrington seconded the motion and the vote was unanimous.

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

The staff conditions and recommendations were as follows:

DRAINAGE CONDITIONS:

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

STAFF RECOMMENDATIONS:

1. The entire 213.70 Acres is being platted at this time which includes Lot 1, Block A and Block B. Any creation of a new lot must go through the replatting process.

2. Usually, we require street trees and sidewalks to be installed prior to a Major Plat being recorded. Since Block A and B are only being platted to cleanup survey lines, street trees and sidewalks must be installed at the time of development for Block A and Block B or any other remaining acreage. Lot 1 is required to have sidewalks and street trees installed prior to recording of the plat.
3. All sheets that show storm drainage structures must show the invert elevations at all structures, not just the top of rim elevations.
4. Riprap is needed from the south end of the box culvert through the turns on both sides of the stream. The area of riprap that is shown on the Erosion Control plan is not extensive enough, and isn't indicated on the legend. Also show the riprap areas on the roadway details and plan and profile.
5. Explain the layout of Structure 247/248 with relation to Pond 3a and the road.
6. Explain why the storm system discharge crosses the road and is south of the box culvert rather than adjacent to the pond north of the culvert.
7. The box culvert must be a single span structure. Detailed plans and shop drawings must be submitted to and approved by the Engineer prior to fabrication of the culvert.
8. The Plat must be approved and recorded concurrently or before the Lot 1 DPR is approved, and the infrastructure for the Plat must be constructed concurrently or before Lot 1 in order for both site access and the drainage on Lot 1 to work.
9. INDOT approval of the entrance and all road and drainage work on SR 39 must be approved prior to recording of the Plat and therefore prior to beginning construction on Lot 1.
10. Details of the proposed improvements on SR 39 must be submitted and approved prior to Plat approval.
11. Per the Hendricks County Drainage Ordinance, the top of bank of any detention ponds must be located a minimum of one right of way width or 50', whichever is larger, from the nearest public road right of way. Additionally, there must be a minimum of 50' from the top of bank of a detention pond and the edge of pavement of the nearest parking lot. It doesn't appear that any of the detention ponds shown meet these requirements.

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 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. Addresses must be added to the final plat prior to recording. 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.

5. 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.
6. 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.

DPR 465/19 (SECONDARY): HENDRICKS COUNTY GATEWAY PARK, LOT 1; a development plan review to establish new warehouse buildings, 48.19 acres, Liberty Township, S35-T14N-R1W, located southwest of the State Road 39 and I-70 Interchange, more commonly known as 10730 South State Road 39. (American Structurepoint)

Mr. Nicholas Everhart and Mr. Philip Gross were again present to represent on this matter.

Mr. Dombrosky called for a motion based on the previous discussions for the major plat application.

Mr. Gaston made a motion to grant secondary approval for **DPR 465/19: Hendricks County Gateway Park, Lot 1 (Secondary)** subject to the following:

1. Staff conditions & recommendations in letter dated March 13, 2019;
2. Final approval from County Engineer for guardrail and bollard design;
3. Approval of entrance plans by INDOT; and
4. Receipt of sanitary sewer allocation letter.

Mrs. Johnston seconded the motion and the vote was unanimous.

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

The staff conditions and recommendations were as follows:

DRAINAGE CONDITIONS:

Subject to approval by Hendricks County Drainage Board.

STAFF RECOMMENDATIONS:

1. The applicant is currently meeting the parking space requirements for vehicles (excluding the trailer parking). If the parking lot ever expands, it shall still meet Hendricks County parking space requirements and if not, a modification would be required (one space per employee on largest shift, plus one visitor space per ten employees).
2. The following modifications were approved at the February 12, 2019 Planning Commission meeting: Landscape Buffer Yard, Interior Parking Landscaping, Masonry, Textured Concrete and Architecture Offsets.
3. The modification request regarding the distances of street trees was not approved by the Planning Commission on February 12, 2019. Street trees must be spaced a maximum of 60' apart. They must be out of the public right-of-way and there shall be no trees within 30' of any manhole located within the sewer easement.
4. An allocation letter is required before construction plans will be approved and before on-site construction can begin. Failure to acquire sewer allocation would result in the need for an onsite sewage disposal system that shall be sized and designed to meet state and local requirements. The Hendricks County Health Department strongly recommends that a suitable location be reserved on each lot for a future onsite sewage disposal field and a future secondary septic field

- easement until sewer is allocated. Uses in that location shall be limited to those consistent with the proper operation of a septic system and that will not result in soil compaction.
5. Details need to be provided for Pond 3 and Structure 600/601.
 6. It appears that Pond 3a will be constructed as shown in the infrastructure plans for the Plat.
 7. The Plat must be approved and recorded concurrently or before this DPR is approved, and the infrastructure for the Plat must be constructed concurrently or before Lot 1 in order for both site access and the drainage on this site to work.
 8. INDOT approval of the entrance and all work on SR 39 must be approved prior to recording of the Plat and therefore prior to beginning construction on Lot 1.
 9. It is highly recommended that the Heavy Duty asphalt pavement section be increased to match the section on the road.
 10. Per the Hendricks County Drainage Ordinance, the top of bank of any detention ponds must be located a minimum of one right of way width or 50', whichever is larger, from the nearest public road right of way. Additionally, there must be a minimum of 50' from the top of bank of a detention pond and the edge of pavement of the nearest parking lot. It doesn't appear that any of the detention ponds shown meet these requirements.

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 must be obtained from the Drainage Board prior to Secondary Approval 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. 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.
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.

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Mrs. Harrington reminded the members to vote on approval for last month's meeting minutes.

Mr. Gaston then made a motion to grant approval for the February 13, 2019 meeting minutes.

Mrs. Johnston seconded the motion and the vote was approved with Mr. Galloway and Mrs. Harrington abstaining.

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

There being no further discussion, the meeting was adjourned at 9:33 a.m.

Tim Dombrosky, Chairman