

The Pendleton Plan Commission (PC) met on December 11, 2019 at 7:00 pm at 100 W State Street, Pendleton, Indiana. The meeting was called to order at 7pm. Commission members present were Tim Pritchard, Kyle Eichhorn, Connie Schultz-Heinz, Carol Hanna, Brad Ballentine, Mike Romack and Cheryl Ramey-Hunt. A quorum was established.

Representing the Town were Planning and Zoning Administrator Kayla Hassett, Assistant Planning Director Rachel Christenson, Town Attorney Alex Intermill and Clerks Kate Edwards and Tracie Dodd.

Others in attendance were Jenny Sisson of 366 Blue Spruce Dr Pendleton, Chris Schaler of 1464 Huntzinger Blvd, Tom and Cara Brandom of 1625 Fair Weather Dr, Kyle Clem and Joe Mount of 2042 Cold Springs Dr, Jami Soultz of 1637 Fair Weather Dr, Allison Cauley of 1613 Fair Weather Dr, James Pitts of 2083 Cold Springs Dr, John and Beth Lilley of 2066 Cold Springs Dr, Greg and Amanda Mills of 1664 Fair Weather Dr, Julie Schnepf of 427 E State St, Brandon Richardson of 1605 Maplewood Lane, Jim and Teresa Goffinet of 129 E Michelle Lane, Steve Bearhope of 212 Elderberry Ct, Aaron and Katie King of 2018 Cold Springs Dr, Kandie and John Dinger of 111 Fairfield Lane, Christian Rector of 5869 Belchamp Dr, Mike Campbell of 4437 S CR 450 E, Dean and Teresa Burner of 107 E Michelle Lane, Lang Gardner of 7890 S SR 67, Jeremy Crist of 1992 Cold Springs Dr, Richard and Jennifer Strange of 1436 Huntzinger Blvd, Kenneth Lau of 210 E Water St, Brandon and Danielle Evans of 1705 Fair Weather, Danny and Dianne Lassiter of 1652 Fair Weather Dr, Drew Austin of 1819 Maplewood Ct, Kyle McCarthy of 1822 Maplewood Ct, Jeni Sanborn of 1649 Fair Weather Dr, Michelle Skeen of 157 Chateau Dr, Shane Davis of 140 Hawthorn Dr, Josh Ring of 203 S Broadway, Craig Herron of 1450 Huntzinger Blvd, Judge George Gasparovic of 210 E State and Town Council members Robert Jones of 117 W Water St and Chet Babb of 114 Warwick Way.

MINUTES

CAROL HANNA MOTIONED, SECONDED BY BRAD BALLENTINE, THE APPROVAL OF THE NOVEMBER 13, 2019 MEETING MINUTES. MOTION CARRIED.

OLD BUSINESS

A. Unified Development Ordinance Update –

Christenson provided an overview of the Unified Development Ordinance (UDO) on Google Drive. The Timeline also available on Google Drive Presentation.

Progress made since the November Plan Commission meeting:

- Plan Commission and Steering committee engagement will pick up in January 2020
- Steering Committee Meeting #3 will be scheduled for week of January 20th

B. Thoroughfare Plan Update –

Christenson provided an overview of the Thoroughfare Plan is on Google Drive. The Timeline also available on Google Drive Presentation.

Progress made since the November Plan Commission meeting:

- Plan Commission engagement will pick up in January 2020
 - Three Feet Passing Law
 - Vulnerable Road Users Policy
 - Right-of-Way Dedication Ordinance
 - Interim Functional Classification Map
 - Complete Streets Policy
 - Access Management Control Ordinance
- Steering Committee will be selected in January

C. Impact Fees Discussion –

Christenson provided an overview on Impact Fees on Google Drive. The Timeline also available on Google Drive Presentation.

Progress made since the November Plan Commission meeting:

- Banning Engineers and Baker-Tilly submitted cost estimate to the Town of Pendleton. The estimate has been shared with the Town Council for review and consideration.

NEW BUSINESS

A. PC11132019-01: Huntzinger Farm Primary Plat (Arbor Homes) –

Google Drive presentation included Primary Plat Application with Timeline to date, What is a Planned Unit Development (PUD), History of the Huntzinger Farms PUD, Huntzinger Farm PUD – Statement of Purpose and Intent, Huntzinger Farm PUD – Principals to Guide Development, Concept Plan from 2003, an overview of Existing Residential and Commercial Units, Overall Primary Plat prepared for Arbor Homes, and Staff Recommendations.

Christenson reviewed the Timeline to date, noting that all of the public hearing notices were sent out for the November meeting, however, when that was continued, they were not required to send out additional meeting notices. She went on to explain this will be a very different process than with the Westport Homes development, noting they want to make sure that everyone is aware of those differences and to move forward in a mindful way. She shared from Google Drive the purpose of a PUD and shared the history of the Huntzinger Farms PUD which was approved by the Pendleton Plan Commission and Pendleton Town Council in 2003. Because the PUD documents take precedence over the Town's Unified Development Ordinance, this PUD does not establish minimum lot size or coverage. Lot size, in this case, is determined by density and building setback requirements.

Christenson advised that a copy of the Huntzinger Farm PUD Ordinance and the Conceptual Plan and Building Standards are uploaded to the Town of Pendleton website. Go to How Do I, then Find, scroll down to find the section for Huntzinger documents.

She went on to share the Statement of Purpose and Intent:

Huntzinger Farm is a planned community. While its primary focus is residential, associated commercial, recreational, institutional and professional office land uses have been included to compliment the residential area and provide goods and services for the residents of the community and immediate surrounding area. Huntzinger Farm Development standards are intended to carry out the design goals of this planned community. They are written to ensure a unified, quality development and continuity in design among the various land uses. Through creativity in design, sensitivity to the natural features of the site, and compatibility of land uses, a commitment is made to the future of the community. Christenson then stated that the Planning Staff has been reviewing this are keeping that intent and purpose statement in mind.

Christenson shared the Principals to Guide Development, reading that the following principles will be used in guiding development of a planned community which can respond to changing market conditions. The Huntzinger Farm PUD shall:

1. Encourage a more creative approach in land and building site planning;
2. Encourage an efficient, aesthetic, and desirable use of open space;
3. Encourage a mixed-use, master planned community providing for residential, recreational, and community services;

4. Achieve flexibility and provide incentives for development which will produce a wider range of choice in satisfying the changing urban needs;
5. Create development patterns and design the project to further the goals and policies of the surrounding communities;
6. Provide appropriate transitions between land uses while encouraging an overall community focus;
7. Promote variety in the physical development pattern of the community, and provide for both land use type and density to be transferred between parcels.

She presented the 2003 Concept Plan and went on to review the existing residential units and existing commercial parcels.

Hassett reviewed the Arbor Homes Overall Primary Plat showing the area that Arbor wishes to develop, in addition to the residential areas that have already been developed. Their Primary Plat include parcels 7, 8, 9, 11, 12 and 13. Parcel 13 is all preserved open space that runs down the center along Huntzinger Blvd and includes the pond parcels which would be improved as part of this project. Parcels 8, 9 and 12 would be continued out in single family development per the PUD document. Parcel 7 (far SW) and 11 (far NE) have more latitude for the development to be able to choose how they are to be developed. That is why there were duplexes started in parcel 11, as well as an area along Huntzinger Blvd that was foreseen as community serving. Senior Center or Daycare Center perhaps. Parcel 7 was allowed to be either residential, institutional or planned business use. Parcel 7 and 11 were allowed to do more cluster housing and more multi-family housing in addition to single family. Density requirements differ in that PUD document, depending on what the developer chooses to pursue. Density shown for single family housing, which is what Arbor has chosen to pursue, has specific density requirements for single family in that document that apply to those areas. The Concept Plan lays out the basic facility layout, major roadways, as well as central pond layout and the two entrances, plus one entrance by Tyler Truss. The two primary entrances on either end of the roundabouts, one onto State Road 67 already constructed, as well as the future entrance onto State Road 9.

Christian Rector, Director of Land Acquisitions and Entitlement for Arbor Homes, introduced himself. His Huntzinger Farm Google Drive presentation provided a brief history of Arbor Homes. Tonight he is representing the plat for Huntzinger Farms. Arbor builds eleven different floor plans with various elevation options providing more than 100 different versions of homes that can be built. Sizes range from 1300 to 3200 square feet. They have a new design center for clients to visit and work with their professional designers. He provided a slide noting all of the product manufacturers they use.

The 2003 Approved Huntzinger PUD Overview slide noted approximately 250.7 acres, 825 approved residential units and 938,500 square footage for commercial with approved uses including Planned Business, Single Family, Cluster, Multi-Family, Churches and Community/Recreation.

The Development Overview provided included:

- Approximately 132.95 Acres
- Current Zoning: PUD
- Number of Homes
 - 98 Existing
 - 409 Proposed
- Preservation of Approximately 48 Acres of Open Space (36%)
- Passive and Active Recreation Areas: Lakes, Gazebo, Trails, Playground and Dog Park

Hassett spoke of the expected timeline indicating the Primary Plat is the first step in subdividing sections of the PUD. Once the Primary Plat, which is an overall view of the entire area that Arbor wishes to develop, is approved, then they would file Secondary Plats that break the Primary into portions. The Secondary Plats would then be recorded with the County Recorder and construction plans would be submitted with them. A Primary Plat has a four year timer on it, so once it is passed it has four years to be broken out into Secondary Plats. If that does not happen, the petitioner comes back before the Plan Commission and requests an extension or it files a new Primary Plat.

Staff Recommendations

Continue Petition to the January 8th 2020 Plan Commission meeting and allow Planning Staff to work further with Arbor Homes to address, at a minimum, the following items.

- **Pond Design and Stormwater:** Staff will work with Arbor to rework pond layout and design so that ponds are more natural and more closely reflect the conceptual plan. Staff has requested a drainage report to ensure the existing ponds have been built as approved and that existing and proposed ponds are capable of handling the runoff from the proposed improvements.
- **Traffic Study:** Staff requests that Arbor Homes provides a traffic study to show how the proposed project will affect adjacent roads and intersections, including (but not limited to) US 36/State Road 67 / State Road 9, Huntzinger Boulevard, and Fairfield Lane and Woodland Drive in Lantern Meadows.
- **Road Cuts:** Staff requests more information on proposed road cut at State Road 9 and the proposed construction entrance of US 36 / State Road 67.
- **Parcel 11:** Staff will work with Arbor Homes to reconfigure parts of Parcel 11 so the transition between Huntzinger Commons and Arbor's portion of Parcel 11 are more cohesive.
- **Parcel 7:** Staff will work with Arbor Homes to reconfigure pond to be more natural shape and utilize pond to be a natural buffer between Parcel 7 (Single-Family Use) and Parcel 6 (Commercial Use).
- **Recreation, Trails, Common Areas, and Amenities:** Staff will work with Arbor Homes to develop a clearer vision of recreation areas, trails, common areas, and amenities that reflect the intent and principles described in the PUD document.

Pritchard voiced concern about the three roadways. Christenson advised Planning does not feel they have had enough time to give Arbor feedback as Planning Staff on some of the things we are seeing, the three roadways included.

Ballentine asked if Planning will address the pedestrian traffic and how to connect the neighborhood with the Town of Pendleton. Christenson reported that will be part of the recreation trails and common areas and amenities section that we have listed and will be looked at further. Ballentine asked if there was a proposed methodology for crossing State Road 67. Christenson said that would be another discussion with INDOT if we would be crossing a state road not at an intersection with a stop light or similar. She noted again that Planning is requesting more time.

Pritchard noted that the current Huntzinger Farms never received final pavement and asked if Arbor will be addressing that and has Arbor committed to doing anything on behalf of the current Huntzinger Farms. Intermill advised that, as it stands right now, the unfinished roads being discussed are part of an enforcement action against the property owner. It is not part of what Arbor has acquired and proposing to develop. It has been part of an ongoing, for more than one year, enforcement action and the Town is pushing forward with that action against the current property owner.

Ballentine asked if there were any parcels not included in the Arbor proposal. Christenson referred back to the Concept Plan, advising Parcel 10, Parcel 6, Parcel 5, Parcel 4 and Parcels 3, 2 and 1 are not included. Hassett added that Parcel 10 is the only remaining parcel that could have residential on it. Arbor did not include any of the commercial parcels.

Romack asked how the Town protects themselves from the fact that Arbor is going to change what happens in Parcel 11 for example. Christenson shared that the PUD document allows Parcel 11 to be one of those parcels that could have multi-family and or single family in it. So Arbor is not changing anything by doing single family residential in there. Intermill shared that Arbor, for the parcels involved, gets the benefit of the PUD Ordinance as it is today. Romack said so there is no way to cancel the 2003 PUD and make Arbor go through the process that the Town just went through with Westport. Intermill said not with respect to this current application. Intermill added that the Plan Commission evaluation and the Planning Staff recommendation all needs to be through the lens of the existing PUD Ordinance and the requirements therein.

Romack asked if the Plan Commission would have any control over exterior materials used. Christenson noted there are some architectural commitments in the PUD document. Hassett reported that the existing PUD document does require 12" overhangs on all sides of the home and masonry commitment for the front of the buildings. These were very nice architectural standards for 2003. Pritchard asked if most of Huntzinger Farms is vinyl and the response was yes. Ballentine asked if alternatives have been discussed with Arbor Homes on their exterior siding. Hassett replied yes and that would require an Amendment to the PUD document. Intermill advised it would need to be an Amendment requiring Arbor to do that. Ballentine asked if Arbor was willing to enhance any of their building materials to bring them up to 2019 standards. Rector reported that vinyl siding has come a long way since 2003 and Arbor is not willing to commit to going with cement fiber board, but they do use the current generation higher quality vinyl product, noting it is incredibly durable and requires less maintenance.

Ballentine asked if the traffic study will address access to Interstate 69 by these 500 homes. Christenson felt that was something that could be requested of Arbor.

Schultz-Heinz suggested when Planning is working on Staff Recommendations that the width of the streets gets included, as they are 27 feet wide. Christenson reported street width were approved with the 2003 document and would require an Amendment to the PUD if we were to change those. The HOA President advised that parking on both sides of the street is not allowed according to the Rules and Regulations the HOA governs. Christenson shared that Planning specifically asked Fire Chief Moore and Police Chief Farrer about the road width and they were comfortable with it.

Ballentine suggested the question be asked if the chiefs would be comfortable with parking on both sides of the street. Jeff Barger, Director of Public Works, reported that Candy Stewart with South Madison Community Schools has called. The School Corporation has had a lot of trouble with school buses getting through when cars are street parked. There have also been issues with the Post Office not being able to get mail delivered when mail boxes are blocked. He noted that Planning has talked with Chief Farrer about one side of the street parking and this issue will be addressed.

Ballentine asked if an existing HOA will extend into and control all of the areas under development. Intermill advised he would have to see the HOA document. Chris Schaler, the HOA President for Huntzinger Farms, advised he has been involved in this eight month process working with Planning Staff, Alex Intermill, Mike and Christian of Arbors Homes and others. The new houses, when sold, would become part of the neighborhood. The Master Declarations will need reviewed and discussed. Architectural changes would have to be reviewed and discussed. Schaler also had handouts for the PC members. He advised, as the properties sell, the HOA would potentially collect an initial fee, a onetime non-refundable capital contribution to help fund maintenance of the roads and play ground and amenities that will be put in.

Ballentine asked if the existing HOA prohibits on-street overnight parking. Schaler advised that on-street parking is not allowed at any time. The HOA is able to levy fines when appropriate.

Intermill referred back to Planning Staff's request to the Plan Commission to continue this matter. Staff noted that more time is needed so they can get more information to review and discuss, with some of those being threshold issues that could dictate their recommendation to approve or deny. In fairness to Staff, Arbor and everyone's time, Intermill suggested a motion to table.

Pritchard noted his concern about the siding and asked at what point the PUD gets amended to change the siding specs. Intermill advised that any Amendment would not effect this particular application. For the parcels included, they are grandfathered under the existing PUD Ordinance.

BALLENTINE MOVED THAT PC11132019-01 BE TABLED UNTIL THE JANUARY 2020 MEETING, SECONDED BY MIKE ROMACK. MOTION CARRIED.

Barger suggested that the process be reviewed for the benefit of the residents in the audience for this meeting. Intermill stated that by tabling this, the public will also have the opportunity to make sure that what they are concerned about is actually in the Plat. Arbor could come back with something different between now and then. The public will then have the opportunity to comment. It is tonight's public hearing on this Primary Plat that is being continued to January so the public will absolutely have the opportunity to weigh in in front of the PC. Pritchard added it is highly possible that this will be continued on to February, as it takes a lot of time to work this through with Staff and the State Highway needs to do a study. He reminded that the Westport Homes development took time, but the Plan Commission got what it wanted.

Christenson advised that Planning Staff is available Monday through Friday from 9am until 4pm. Residents can come in and look at the Plat, the PUD document, ask questions to better understand what is in there and how it might impact their particular lot. She asked that residents give Planning a call and set an appointment to ensure their availability. She reminded that the PUD Ordinance and the Design Standards are available on the website for public viewing.

Intermill added, to maintain the integrity of the process, communications from the public and their concerns should go to Planning and Staff and not directly to the Plan Commission members.

Christenson concluded by informing the public that beginning February 2020, the Plan Commission meeting will be moved to the first Wednesday of each month at 7pm.

Meeting adjourned at 7:55pm.

Next meeting January 8, 2019.

Kate Edwards
Planning Clerk Town of Pendleton