

**THE PLAT COMMITTEE OF
THE AREA PLAN COMMISSION OF
ST. JOSEPH COUNTY, INDIANA**

MINUTES

January 18, 2024
8:30 a.m.

4th Floor Council Chambers
County-City Building, South Bend, IN

MEMBERS PRESENT:

Sky Medors, P.E.
Brett Davis
Randy James
John Law

MEMBERS ABSENT:

Ron Melser

ALSO PRESENT:

Abby Wiles
Carl Brown-Grimm
Shawn Klein
Shelley Marker
Faryal Sharif

Sky Medors called the meeting to order at 8:30 a.m.

SUBDIVISIONS REQUIRING A PUBLIC HEARING

1. MAJOR SUBDIVISIONS - PRIMARY APPROVAL:

A. Northern Edge Major

7379-23 P

Staff Report:

SHAWN KLEIN: This Major Primary subdivision is located at the northeast corner of Douglas Road and State Road 933, St. Joseph County. This subdivision will consist of 4 building lots. The total area is 29.2 acres. A check of the Agency's maps indicates that no environmental hazard areas or wetlands are present. The rights-of-way are correct as shown. The County Surveyor recommends approval of this subdivision. The County Engineer continues to review the drainage plan. The South Bend Department of Public Works states that they are working with the developer on water and sewer plans which will ultimately inform the location of exclusive municipal water and sanitary sewer easements. These easements will need to be shown on the plat prior to recording and a water and sewer extension agreement will need to be executed. The Professional Land Surveyor, on behalf of the applicant, requests the following waivers: 1) From Section 153.135 (H) to allow one 40' opening for Lot 1 for future access onto State Road 933 and two 40' openings for future access onto Douglas Road and 2) From Section 153.045 (B) to exclude the portion of parcel 002-1007-0188 not shown on the plat from being included in the subdivision. Access to State Road 933 is subject to INDOT approval. The Staff has reviewed this Subdivision and recommends that it be tabled to the February 1, 2024, meeting of the Plat Committee to provide time for full drainage plan review and approval.

(Audio position: 0:00:10.9)

Sky Medors: First item on the agenda is Northern Edge Major. I've been told the petitioner is requesting to be table. We will not go through the public hearing process.

Angela Smith: We would like to table until February 15, 2024, not the next meeting.

Sky Medors: Okay. Do I have a motion to table?

After due consideration, the following action was taken:

Upon a motion by Randy James, being seconded by Brett Davis and unanimously carried 4-0, Northern Edge Major Subdivision is tabled to the February 15, 2024, Plat Committee meeting to allow time for full drainage plan review and approval.

Sky Medors	Aye	Brett Davis	Aye
Randy James	Aye	John Law	Aye
Ron Melser	Absent		

SUBDIVISIONS NOT REQUIRING A PUBLIC HEARING

1. MAJOR SUBDIVISIONS - SECONDARY APPROVAL:

None for consideration at this time.

2. MINOR PLATS:

A. Pratt Acres Minor

7376-23 M

Staff Report:

SHAWN KLEIN: This Minor Primary subdivision is located on the east side of Currant Road approximately 1500' south of Pokagon Street, St. Joseph County. This subdivision will consist of 4 building lots. The total area is 6.72 acres. A check of the Agency's maps indicates that no environmental hazard areas or wetlands are present. The rights-of-way are correct as shown. The County Surveyor and County Engineer recommend approval. The County Health Department continue to review this subdivision. The Professional Land Surveyor, on behalf of the applicant, requests the following waiver: 1) From Section 153.135 (H) to allow one 20' opening in the 5' non-access easement for continued access onto Currant Road for Lot 4 and one 20' opening for each of Lots 1-3 for future access onto Currant Road at the locations shown on the plat. On October 11, 2023, the Area Board of Zoning Appeals granted the following variances: 1) From 154.107(B) to allow lot widths of 97' where 100' is required for lots 1, 2, and 3 of a proposed 4-lot subdivision; 2) From 154.107(C)(1) to allow a 29' front setback where a minimum of 35'

is required for an existing dwelling ; 3) From 154.107(C)(2) to allow for a 3' side (south) setback where a minimum of 8' is required for an existing accessory structure and 4) From 157.070(C)(1)(a) to allow for 2,570 square feet of accessory structures where 2,240 square feet are permitted for existing structures. If the waiver is granted and the Health Department recommends approval, Staff recommends that this subdivision be granted primary approval.

After due consideration, the following action was taken:

(Audio position: 0:00:41.7)

Upon a motion by Brett Davis, being seconded by Randy James and unanimously carried 4-0, the waivers from 1) From Section 153.135 (H) to allow one 20' opening in the 5' non-access easement for continued access onto Currant Road for Lot 4 and one 20' opening for each of Lots 1-3 for future access onto Currant Road at the locations shown on the plat were approved.

Sky Medors	Aye	Brett Davis	Aye
Randy James	Aye	John Law	Aye
Ron Melser	Absent		

(Audio position: 0:01:00.3)

Upon a motion by Randy James, being seconded by Brett Davis and unanimously carried 4-0, the Plat Committee finds the evidence adduced at this Plat Committee Hearing supports each element of the Staff Report, and Pratt Acres Minor Subdivision therefore complies with the St. Joseph County Subdivision Control Ordinance and is granted Primary Approval.

Sky Medors	Aye	Brett Davis	Aye
Randy James	Aye	John Law	Aye
Ron Melser	Absent		

B. Bower's State Road 23 Minor

7384-23 M

Staff Report:

FARYAL SHARIF: This Minor Primary subdivision is located North of State Road 23 Highway, St. Joseph County. This subdivision will consist of 2 building lots. The total area is 7.43 acres. A check of the Agency's maps indicates that no environmental hazard areas or wetlands are present. The rights-of-way are correct as shown. The County Surveyor recommends approval. The County Engineer recommends approval, subject to the addition of the street classification for Currant Road to the plat. The County Health Department continues to review this subdivision. The professional land surveyor, on behalf of the applicant, requests the following waiver: 1) From Section 153.135 (H) to allow for one (1) 20' wide opening across the 5' non-access easement for existing

driveway access onto State Road 23, and one (1) 20' wide opening for Lot 2 across the 5' non-access easement for existing driveway access onto State Road 23. The Staff has reviewed this Subdivision and recommends that it be tabled to February 1, 2024, per the surveyor's request.

After due consideration, the following action was taken:

(Audio position: 0:01:12.6)

Upon a motion by Randy James, being seconded by John Law and unanimously carried 4-0, Bower's State Road 23 Minor Subdivision is tabled to the February 1, 2024 Plat Committee meeting.

Sky Medors	Aye	Brett Davis	Aye
Randy James	Aye	John Law	Aye
Ron Melser	Absent		

C. Langhofer's Early Road Minor

7383-23 M

Staff Report:

CARL BROWN-GRIMM: This Minor Primary subdivision is located on the south side of Early Road and the east side of Rice Road, St. Joseph County. This subdivision will consist of 1 building lot. The total area is 29.41 acres. A check of the Agency's maps indicates that no environmental hazard areas or wetlands are present. The rights-of-way are correct as shown. The County Surveyor and County Engineer recommend approval. The County Health Department continues to review this subdivision. The Professional Land Surveyor, on behalf of the applicant, requests the following waiver: 1) From Section 153.135 (H) to allow for one 20' opening across the 5' non-access easement for future access onto Rice Road for Lot 1. If the waiver is granted and the Health Department recommends approval, Staff therefore recommends that this Subdivision be granted Primary Approval.

After due consideration, the following action was taken:

(Audio position: 0:01:34.7)

Upon a motion by Brett Davis, being seconded by Randy James and unanimously carried 4-, the waivers from 1) From Section 153.135 (H) to allow for one 20' opening across the 5' non-access easement for future access onto Rice Road for Lot 1. were approved.

Sky Medors	Aye	Brett Davis	Aye
Randy James	Aye	John Law	Aye
Ron Melser	Absent		

(Audio position: 0:01:47.3)

Upon a motion by Randy James, being seconded by Brett Davis and unanimously carried 4-0, the Plat Committee finds the evidence adduced at this Plat Committee Hearing supports each element of the Staff Report, and Langhofer's Early Road Minor Subdivision therefore complies with the St. Joseph County Subdivision Control Ordinance and is granted Primary Approval.

Sky Medors	Aye	Brett Davis	Aye
Randy James	Aye	John Law	Aye
Ron Melser	Absent		

D. Horein's Currant Road Minor

7386-23 M

Staff Report:

FARYAL SHARIF: This Minor Primary subdivision is located at the southwest corner of the intersection of Anderson Road and Currant Road, St. Joseph County. This subdivision will consist of 2 building lots. The total area is 1.82 acres. A check of the Agency's maps indicates that no environmental hazard areas or wetlands are present. The rights-of-way are correct as shown. The County Surveyor and the County Engineer recommend approval. The County Health Department continues to review this subdivision. The professional land surveyor, on behalf of the applicant, requests the following waiver: 1) From Section 153.135 (H) to allow for one 20' opening across the 5' non-access easement for Lot 1 to have continued access onto Currant Road, and one 20' opening for Lot 2 to have future access onto Currant Road. If the waiver is granted and the Health Department recommends approval, Staff recommends that this subdivision be granted Primary Approval, subject to correction of the waiver note to state that the waiver was granted on January 18, 2024.

After due consideration, the following action was taken:

(Audio position: 0:02:00.0)

Upon a motion by Brett Davis, being seconded by Randy James and unanimously carried 4-0, the waivers from 1) From Section 153.135 (H) to allow for one 20' opening across the 5' non-access easement for Lot 1 to have continued access onto Currant Road, and one 20' opening across the 5' non-access easement for Lot 2 to have future access onto Currant Road were approved.

Sky Medors	Aye	Brett Davis	Aye
Randy James	Aye	John Law	Aye
Ron Melser	Absent		

(Audio position: 0:02:12.1)

Upon a motion by Brett Davis, being seconded by Randy James and unanimously carried 4-0, the Plat Committee finds the evidence adduced at this Plat Committee Hearing supports each element of the Staff Report, and Horein's Currant Road Minor Subdivision therefore complies with the St. Joseph County Subdivision Control Ordinance and is granted Primary Approval, subject to the following: correction of the waiver note to state that the waiver was granted on January 18, 2024.

Sky Medors	Aye	Brett Davis	Aye
Randy James	Aye	John Law	Aye
Ron Melser	Absent		

E. Brar Cleveland Road Minor

7385-23 M

Staff Report:

CARL BROWN-GRIMM: This Minor Primary subdivision is located on the south side of Cleveland Road, approximately 1300' east of Ironwood Road, St. Joseph County. This subdivision will consist of 3 building lots. The total area is 2.3 acres. A check of the Agency's maps indicates that no environmental hazard areas or wetlands are present. The rights-of-way are correct as shown. The County Surveyor and County Engineer recommend approval. The County Health Department continues to review this subdivision. The Professional Land Surveyor, on behalf of the applicant, requests the following waiver: 1) From Section 154.153(H) to allow for one 20' opening across the 5' non-access easement for continued access onto Cleveland Road for Lot 2, one 20' opening for future access onto Lot 1, and one 20' opening for future access onto Lot 3. If the waiver is granted and the Health Department recommends approval, Staff therefore recommends that this Subdivision be granted Primary Approval.

After due consideration, the following action was taken:

(Audio position: 0:02::29.5)

Upon a motion by Brett Davis, being seconded by Randy James and unanimously carried 4-0, the waivers from 1) From Section 154.153(H) to allow for one 20' opening across the 5' non-access easement for continued access onto Cleveland Road for Lot 2, one 20' opening for future access onto Lot 1, and one 20' opening for future access onto Lot 3 were approved.

Sky Medors	Aye	Brett Davis	Aye
Randy James	Aye	John Law	Aye
Ron Melser	Absent		

(Audio position: 0:02:47:.4)

Upon a motion by Randy James, being seconded by John Law and unanimously carried 4-0, the Plat Committee finds the evidence adduced at this Plat Committee Hearing supports each element of the Staff Report, and Brar Cleveland Road Minor Subdivision therefore complies with the St. Joseph County Subdivision Control Ordinance and is granted Primary Approval.

Sky Medors	Aye	Brett Davis	Aye
Randy James	Aye	John Law	Aye
Ron Melser	Absent		

3. REPLATS:

A. Manuel's Replat of Potato Creek Crossing Section 1 7382-23 R

Staff Report:

SHAWN KLEIN: This Primary Replat is located between State Road 23 and Red Robin Drive, immediately south of Potato Creek Drive, Town of North Liberty. This replat will consist of 2 lots being replatted to 1 lot. The total area for this replat is approximately .75 acres. A check of the Agency's maps indicates that no environmental hazard areas or wetlands are present. The rights-of-way are correct as shown. The County Surveyor recommends approval. The Town Engineer recommends approval, subject to provision of the acreage of Lot A on the plat and correction of the measured dimensions of the west property line of Lot 49 (89.82') and Lot 50 (89.82') which do not add up to the total measured length shown (179.83') This proposed replat would combine Lot 49 and Lot 50 of Potato Creek Crossing Section One into one lot. The Staff has reviewed this Subdivision and finds it complies with the requirements for Primary Approval as specified by the Town of North Liberty Subdivision Control Ordinance. The Staff therefore recommends that this Subdivision be granted Primary Approval, subject to the following: correction of the subdivision name in the Deed of Dedication, addition of the acreage of Lot A to the plat, and correction of the measured west lot line dimensions.

After due consideration, the following action was taken:

(Audio position: 0:03:08.5)

Upon a motion by Randy James, being seconded by Brett Davis and unanimously carried 4-0, the Plat Committee finds the evidence adduced at this Plat Committee Hearing supports each element of the Staff Report, and Manuel's Replat of Potato Creek Crossing Section 1 Subdivision therefore complies with the Town of North Liberty Subdivision Control Ordinance and is granted Primary Approval, subject to the following: correction of the subdivision name in the Deed of Dedication, addition of the acreage of Lot A to the plat and correction of the measure west lot line dimensions.

Sky Medors	Aye	Brett Davis	Aye
Randy James	Aye	John Law	Aye
Ron Melsner	Absent		

4. **MINUTES:**

(Audio position: 0:03:23.1)

Upon a motion by Randy James and seconded by Brett Davis and unanimously carried 4-0, the meeting minutes were approved for the Plat Committee meeting of December 21, 2023.

Sky Medors	Aye	Brett Davis	Aye
Randy James	Aye	John Law	Aye
Ron Melsner	Absent		

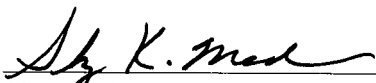
5. **ADJOURNMENT:**

(Audio position: 0:03:36.9)

Upon a motion by Randy James and seconded by John Law and unanimously carried 4-0, the adjournment of the Plat Committee meeting at 8:34 a.m.

Sky Medors	Aye	Brett Davis	Aye
Randy James	Aye	John Law	Aye
Ron Melsner	Absent		

RESPECTFULLY SUBMITTED,



 Sky Medors, P.E.,
 Chairman of the Committee

ATTEST:



 Abby Wiles,
 Secretary of the Committee