

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

**MINUTES**

June 15, 2023  
8:30 a.m.

4<sup>th</sup> Floor Council Chambers  
County-City Building, South Bend, IN

**MEMBERS PRESENT:**

Sky Medors, P.E.  
Brett Davis  
Zach Lute  
Robert L. Kruszynski, Jr.  
Ron Melser

**ALSO PRESENT:**

Abby Wiles  
Shawn Klein  
Shelley Marker

Sky Medors started the meeting at 8:30 a.m.

**SUBDIVISIONS REQUIRING A PUBLIC HEARING**

1. MAJOR SUBDIVISIONS - PRIMARY APPROVAL:

None for consideration at this time.

**SUBDIVISIONS NOT REQUIRING A PUBLIC HEARING**

1. MAJOR SUBDIVISIONS - SECONDARY APPROVAL:

None for consideration at this time.

2. MINOR PLATS:

*(Audio position: 0:00:27.4)*

**Blacketor Myrtle Road 2nd Minor**

**7312-22 M**

**Staff Report:**

SHAWN KLEIN: This Minor Primary subdivision is located West side of Myrtle Road, approximately 915' south of Ireland Road, St. Joseph County. This subdivision will consist of 2 building lots. The total area is 5.61 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 has issued a deficiency and recommends tabling until the deficiency has been resolved. Reasons for the deficiency include: No soil information for proposed Lot 1. No information on septic system for current Lot 1. Expired septic permit from 2021 has an approved septic design with the structures on Lot 1 and 2 sharing a septic system. The Professional Surveyor, on behalf of the applicant, request the

following waiver: From Section 153.135 (H) to allow for one 15' opening across the 5' non-access easement for each of Lot 1 and Lot 2. This opening shall be provided for the existing joint driveway to access Myrtle Road. If the waivers are granted and the Health Department deficiency has been addressed, staff recommends that the subdivision be granted Primary Approval.

After due consideration, the following action was taken:

Upon a motion by Brett Davis, being seconded by Ron Melser and unanimously carried 5-0, the waivers from From Section 153.135 (H) to allow for one 15' opening across the 5' non-access easement for each of Lot 1 and Lot 2. This opening shall be provided for the existing joint driveway to access Myrtle Road were approved.

Brett Davis	Aye	Robert Kruszynski, Jr.	Aye
Zach Lute	Aye	Sky Medors	Aye
Ron Melser	Aye		

Upon a motion by Ron Melser, being seconded by Brett Davis and unanimously carried 5-0, the Plat Committee finds the evidence adduced at this Plat Committee Hearing supports each element of the Staff Report, and Blacketor Myrtle Road 2nd Minor Subdivision therefore complies with the St. Joseph County Subdivision Control Ordinance and is granted Primary Approval.

Brett Davis	Aye	Robert Kruszynski, Jr.	Aye
Zach Lute	Aye	Sky Medors	Aye
Ron Melser	Aye		

*(Audio position: 0:01:00.4)*

**David Helmuth's Minor**

**7348-23 M**

**Staff Report:**

CARL BROWN-GRIMM: This Minor Primary subdivision is located at the southwest corner of Beech and Stanton Roads, St. Joseph County. This subdivision will consist of 1 building lot. The total area is 3.41 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 recommends approval. The County Engineer recommends approval subject to the Professional Land Surveyor requesting a waiver for an opening across the 5' non access easement to provide access for the home located on Lot 1. The County Health Department continues to review this subdivision. The Staff has reviewed this Subdivision and finds it complies with the requirements for Secondary Approval as specified by the St. Joseph County Subdivision Control Ordinance. The Staff therefore recommends that this Subdivision be granted Primary Approval, subject to the following: A waiver being added to the Plat addressing County Engineering's concerns.

Brett Davis: He did not submit a Health Officers Report.

Shawn Klein: They didn't formally request waivers for the existing drive so I'm not sure what the widths are?

Sky Medors: This also doesn't show the 5' non-access easement on the plat. Let's table it.

After due consideration, the following action was taken:

Upon a motion by Ron Melser, being seconded by Robert L. Kruszynski, Jr. and unanimously carried 5-0, David Helmuth's Minor Subdivision is tabled to the 7-6-2023, Plat Committee meeting .

Brett Davis	Aye	Robert Kruszynski, Jr.	Aye
Zach Lute	Aye	Sky Medors	Aye
Ron Melser	Aye		

*(Audio position: 0:01:38.3)*

**Clay Park Minor**

**7352-23 M**

**Staff Report:**

SHAWN KLEIN: This Minor Primary subdivision is located at the northwest corner of Darden Road and Laurel Road, St. Joseph County. This subdivision will consist of 2 building lots. The total area is 80.04 acres. Per the National Wetlands Inventory, a wetland is present in the northwest corner of proposed Lot 1. This wetland has been shown on the plat. 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. South Bend Engineering is also reviewing the subdivision due to existing sewer and water service. The professional land surveyor, on behalf of the applicant, requests the following waiver: 1) From Section 153.135 (H) to allow for three (3) 20' wide openings across the 5' non-access easement to allow for continued access onto Laurel Road for Lot 1, two (2) 30' wide openings for continued access onto Laurel Road for Lot 2, and one (1) 30' wide opening for continued access onto Darden Road for Lot 2. The Staff has reviewed this Subdivision and finds that if the waivers are granted and the following condition is adhered to, it complies with the requirements for Primary Approval as specified by the St. Joseph County Subdivision Control Ordinance. The Staff therefore recommends that this Subdivision be granted Primary Approval, subject to the following: correction of the existing parcel ID for the northern parcel (002-1005-0087) and verification that South Bend Engineering has no concerns.

After due consideration, the following action was taken:

Upon a motion by Brett Davis, being seconded by Ron Melser and unanimously carried 5-0, the waivers from 1) From Section 153.135 (H) to allow for three (3) 20' wide openings across the 5' non-access easement to allow for continued access onto Laurel Road for Lot 1, two (2) 30' wide openings for continued access onto Laurel Road for Lot 2, and one (1) 30' wide opening for continued access onto Darden Road for Lot 2 were approved.

Brett Davis	Aye	Robert Kruszynski, Jr.	Aye
Zach Lute	Aye	Sky Medors	Aye
Ron Melser	Aye		

Sky Medors: Motion for approval with subject to verification that South Bend Engineering has no concerns?

Upon a motion by Brett Davis, being seconded by Ron Melser and unanimously carried 5-0, the Plat Committee finds the evidence adduced at this Plat Committee Hearing supports each element of the Staff Report, and Clay Park Minor Subdivision therefore complies with the St. Joseph County Subdivision Control Ordinance and is granted Primary Approval, subject to the following: correction of the existing parcel ID for the northern parcel (002-1005-0087).

Brett Davis	Aye	Robert Kruszynski, Jr.	Aye
Zach Lute	Aye	Sky Medors	Aye
Ron Melser	Aye		

**3. REPLATS:**

*(Audio position: 0:02:17.7)*

**Ciszczon Fir Road Minor Replat**

**7349-23 R**

**Staff Report:**

CARL BROWN-GRIMM: This Primary Replat is located on the east side of Fir Road, approximately 1700 feet south of Day Road, St. Joseph County. This replat will consist of 1 lot and 1 outlot being replatted to 1 lot and 1 outlot. The total area for this replat is 25.65 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, while 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 two openings of 30' wide onto Fir Road across the shown 5' non-access easement for the existing private driveway on Lot 1A and for a new access to proposed Outlot AA. The Staff has reviewed this Subdivision and finds that if the waivers are granted, it complies with the requirements for Primary Approval as specified by the St. Joseph County Subdivision Control Ordinance. The Staff therefore recommends that this Subdivision be granted Primary Approval.

After due consideration, the following action was taken:

Upon a motion by Ron Melser, being seconded by Brett Davis and unanimously carried 5-0, the waivers from 1) From Section 153.135 (H) to allow for two openings of 30' wide onto Fir Road across the shown 5' non-access easement for the existing private driveway on Lot 1A and for a new access to proposed Outlot AA were approved.

Brett Davis	Aye	Robert Kruszynski, Jr.	Aye
Zach Lute	Aye	Sky Medors	Aye
Ron Melser	Aye		

Upon a motion by Ron Melser, being seconded by Robert L. Kruszynski, Jr. and unanimously carried 5-0, the Plat Committee finds the evidence adduced at this Plat Committee Hearing supports each element of the Staff Report, and Ciszczon Fir Road Minor Replat Subdivision therefore complies with the St. Joseph County Subdivision Control Ordinance and is granted Primary Approval.

Brett Davis	Aye	Robert Kruszynski, Jr.	Aye
Zach Lute	Aye	Sky Medors	Aye
Ron Melser	Aye		

*(Audio position: 0:03:02.7)*

**Keultjes Minor Subdivision Holton and Leone's Replat 7350-23 R**

**Staff Report:**

SHAWN KLEIN: This Primary Replat is located at the southwest corner of Cleveland Road and Twykenaham Drive , St. Joseph County. This replat will consist of 3 lots being replatted to 3 lots. The total area for this replat is 9.43 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 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 one 20' opening across the 5' non-access easement for continued access onto Cleveland Road for Lot 2A. 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:

Upon a motion by Ron Melser, being seconded by Brett Davis and unanimously carried 5-0, the waivers from 1) From Section 153.135 (H) to allow one 20'

opening across the 5' non-access easement for continued access onto Cleveland Road for Lot 2A were approved.

Brett Davis	Aye	Robert Kruszynski, Jr.	Aye
Zach Lute	Aye	Sky Medors	Aye
Ron Melser	Aye		

Upon a motion by Ron Melser, being seconded by Robert L. Kruszynski, Jr. and unanimously carried 5-0, the Plat Committee finds the evidence adduced at this Plat Committee Hearing supports each element of the Staff Report, and Keultjes Minor Subdivision Holton and Leone's Replat Subdivision therefore complies with the St. Joseph County Subdivision Control Ordinance and is granted Secondary Approval.

Brett Davis	Aye	Robert Kruszynski, Jr.	Aye
Zach Lute	Aye	Sky Medors	Aye
Ron Melser	Aye		

*(Audio position: 0:03:40.0)*

**Doktor's Cedar Road Minor Subdivision 1st Replat 7351-23 R**

CARL BROWN-GRIMM: This Primary Replat is located on the west side of Cedar Road, approximately 1,400 feet north of Kern Road, St. Joseph County. This replat will consist of 1 lot and 1 outlot being replatted to 1 lot and 1 outlot. The total area for this replat is 70.33 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: From section 153.135 (H) to allow for one 25' opening across the 5' non-access easement for Lot 1A to have access onto Cedar Road. The Staff has reviewed this Subdivision and finds that if the waivers are granted, it complies with the requirements for Secondary Approval as specified by the St. Joseph County Subdivision Control Ordinance. The Staff therefore recommends that this Subdivision be granted Primary Approval.

After due consideration, the following action was taken:

Upon a motion by Ron Melser, being seconded by Robert L. Kruszynski, Jr. and unanimously carried 5-0, the waivers from From section 153.135 (H) to allow for one 25' opening across the 5' non-access easement for Lot 1A to have access onto Cedar Road. were approved.

Brett Davis	Aye	Robert Kruszynski, Jr.	Aye
Zach Lute	Aye	Sky Medors	Aye
Ron Melser	Aye		

Upon a motion by Ron Melser, being seconded by Robert L. Kruszynski, Jr. and unanimously carried 5-0, the Plat Committee finds the evidence adduced at this Plat Committee Hearing supports each element of the Staff Report, and Doktor's Cedar Road Minor Subdivision 1st Replat Subdivision therefore complies with the St. Joseph County Subdivision Control Ordinance and is granted Primary Approval.

Brett Davis	Aye	Robert Kruszynski, Jr.	Aye
Zach Lute	Aye	Sky Medors	Aye
Ron Melser	Aye		

**4. MINUTES:**

*(Audio position: 0:04:15.4)*

Upon a motion by Robert Kruszynski, Jr., being seconded by Ron Melser and carried 5-0, the minutes from the June 01, 2023, Plat Committee meeting were approved

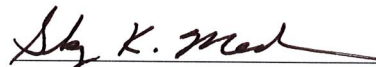
Brett Davis	Aye	Robert Kruszynski, Jr.	Aye
Zach Lute	Aye	Sky Medors	Aye
Ron Melser	Aye		

**5. ADJOURNMENT:**

Upon a motion by Ron Melser, being seconded by Brett Davis and carried 5-0, June 15, 2023, Plat Committee was adjourned at 8:34 a.m.

Brett Davis	Aye	Robert Kruszynski, Jr.	Aye
Zach Lute	Aye	Sky Medors	Aye
Ron Melser	Aye		

RESPECTFULLY SUBMITTED,

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

ATTEST:

  
\_\_\_\_\_  
Abby Wiles,  
Secretary of the Committee