

TOWN OF PITTSBORO

ADVISORY PLAN COMMISSION MINUTES

Tuesday, November 28, 2023, at 6:00 pm

To watch the live stream of the meeting:

https://townhallstreams.com/towns/pittsboro_IN

Members present: Steve Maple, Cathy Vandivier, Don Joiner, Jack Swalley, Lisa Abbott, Jarod Baker

Members Absent: Zach Buchannan

Staff in attendance: Breana Love, Secretary; Cynthia Bowen, Town Planner

Staff by Video: Jim Buddenbaum

Attendees in person: Bill Majeske, Spring Deaton, Kyle Martin, Terry Northern, Jason Love

1. Steve maple called the meeting order
2. We had the Pledge of Allegiance & then Moment of Silence
3. Roll Call: Cathy Vandivier, Lise Abbott, Jack Swalley, Steve Maple, Jarod Baker and Don Joiner
4. With 6 of 7 member present we have a Quorum
5. Approval of Minutes from October 24, 2023- Steve made motion to approve, Jack Swalley seconded. Minutes approved. (6-0)
6. There were no public comments
7. There was no old business
8. New Business
 - a. Meeting Dates 2024
 - i. Review Attached Calendar
 1. Discussion
 2. Motion to Approve 2024 Dates for Pittsboro Advisory Plan Commission and to Publish them in the Republican and on the Town's Website. Motion to approve made by Jarod Baker seconded by Lisa Abbott. Motion approved to post meeting dates passed (6-0)
 - b. Discussion: Comprehensive Plan changes—Per Steve, this has been cancelled per the Town Council meeting last week due to funding challenges for the 2024 fiscal year

ii. Topics: Cynthia Bowen went over some possible changes to the UDO

1. Outdoor Storage as a potential overlay district- can create as an overlay district when rezoning can allow in specific areas, allows us to identify specific criteria such as location, screening, timing, what is specifically allowed, etc. - Jarod questioned how the current properties would be permissible with existing properties vs new. Steve states this meeting is not to make rules about overlay or storage but to see what all needs to be added to the next Planning Commission Meeting agenda.
2. Update definition of storage- in addition to commercial business and hour requirements vs day definition. Possible add materials and raw products.
3. Parking trailers/RV's, etc. on asphalt or concrete- Cynthia recommended discussing the use matrix to accommodate trailers/campers. And also, where they can be parked, side yard, back yard, etc. also will add size requirements as to what goes on grass or gravel. Jarod asked about existing RV's that are parked, Cynthia states they will be grandfathered in as of an upcoming date. The current parking allotment is 72 hours. Cynthia asked if it applies to all districts. Jason questioning existing gravel driveway, does it need to be paved where the RV sits but not the rest of the gravel driveway. Jarod states HOA usually dictates parking of RV's.
4. Administrative Subdivision / Minor Subdivision Administrative/ Minor Subdivision Plat Committee- Cynthia states there are a few properties asking to split properties, questioning if there is a need to make changes to how the approvals are done. Suggesting not more than 2-3 lots and an acre total. Could also be used to recombine lots as well.
5. Minor Modifications- certain allowable modifications for lot changes could be approved by town zoning administrator. - Jarod states the board worked on this a few years ago and would prefer not to change. Steve would like to keep info that requires TAC -Technical review committee, parking, landscapes, changes to road curves, changing location of a building, etc.
6. Process for Appealing Administrator- any appeal of a decision made by the administrator goes to the BZA for approval.
7. Revise Boundaries for Jeff Gordon Overlay District- do we want to change the area, how far north/south. It was created as a gateway overlay to control the land uses along either side of Jeff Gordon Blvd. The differences in Jeff Gordon Overlay (JGO) are more retail oriented vs interstate overlay. Jarod would like to keep the JGO to the south only, not continue north and to change the JGO to mid interstate. This will allow the north interstate areas to change in other ways. Add Flex use, even a commercial flex.
8. Other concerns- Cynthia is going to change the page numbers to be consecutive, and an interactive PDF to make it user friendly.
9. Potential or On-Going Enforcement- business with customers, agreement was made in the spring to make additional landscaping changes that have not been completed yet. Town Manager has a signed letter that the landscaping changes would be done. Jack suggested taking the original letter being sent to legal. Jarod questioned the timing of landscaping due to the winter months. Jason will reach out to the landscaper for a letter stating an extension would be necessary due to the timing of the weather.
10. Miscellaneous- Don Joiner will be leaving the board at the end of this year.

11. Board Comments- Jack about the driveway gravel topic. The old town was never mandated as a concrete driveway, keep the driveway the same consistency that is in existence. .

12. Adjourn- Motion made by Don, seconded by Jarod. Passed (6-0)

Advisory Plan Commission Meeting 11/28/23

Name/Address

Bill Majeske - 2342 Quail Creek Tr. S.

Jerry & Margaret Osman 128 Lakeside Drive
~~102 Dr~~

Kyle Martin 108 Woodview Dr

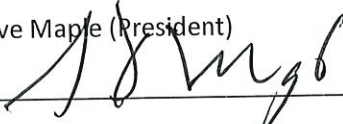
Spring Neaton 86 Woodview Tr.

TERRY NORTHERN 137 LAUREL DR

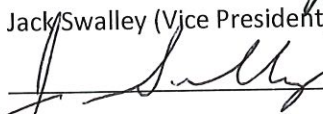
November 28th, 2023 APC meeting minutes approved at the January 23rd, 2024, APC meeting.

Advisory Plan Commission

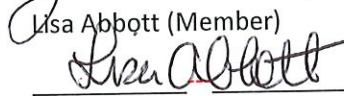
Steve Maple (President)



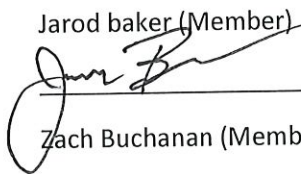
Jack Swalley (Vice President)



Lisa Abbott (Member)



Jarod baker (Member)



Zach Buchanan (Member)

ABSENT

Don Joiner (Member)

Cathy Vandivier (Member)

Bre Love (Secretary)

