

**TOWN OF PITTSBORO  
ADVISORY PLAN COMMISSION  
AGENDA**

**Tuesday, June 24, 2025**

**6:00 pm**

**Pittsboro Administration Building**

**33 E Main Street, Pittsboro, IN 46167**

**To watch the live stream of the meeting and comment via chat message:**

[https://townhallstreams.com/towns/pittsboro\\_IN](https://townhallstreams.com/towns/pittsboro_IN)

1. Call Meeting to Order - President
2. Pledge of Allegiance & Moment of Silence
3. Roll Call
4. Determination of Quorum
5. Approval of Minutes
  - a. May 21, 2025
6. Public Comments (not related to public hearings)
7. New Business
  - a. **2025-APC-08 Kirby Heating and Cooling Minor Subdivision.** The petition is submitted by Robert Kirby at 324, 326, 328 North Maple Street and 53 Terrell Drive, Pittsboro, IN 46167 and other parcels which do not have an address. The application is a minor subdivision to combine 5 parcels into 1 parcel and waive setback requirements for 2 parcels. The purpose is to take unbuildable lot and combine them to make 1 buildable lot for Kirby Heating and Cooling Headquarters and have that parcel serve as drainage for Lots 2 and 3, if ever developed.
    - i. Guidelines for a public hearing.
      1. Everyone wishing to speak must provide their name and address, verbally.
      2. Please be direct with your comments. You are welcome to say you agree with any previous speaker.
    - ii. The public hearing will now begin.
    - iii. Public notice was published in The Republican on June 12, 2025 and property owners were notified via certified mailing on June 9, 2025.
    - iv. Purpose of the hearing.
      1. Consideration of a minor subdivision recombination of 5.10 acres from 7 lots into 3 buildable lots.

- v. Staff introduction.
- vi. Public comments.
- vii. Written responses the Town has received.
- viii. Close of public hearing once the public has finished speaking.
- ix. Plan Commission discussion / feedback.
- x. Staff to address the concerns that have been raised (if any).
- xi. Plan Commission Motion
  - 1. "I make a motion to approve case **2025-APC-08 Kirby Heating and Cooling Minor Subdivision** for **lot recombination and setback waiver.**"
  - 2. "I make a motion to approve case **2025-APC-08 Kirby Heating and Cooling Minor Subdivision** for **lot recombination.**"
  - 3. "I make a motion to deny case **2025-APC-08 Kirby Heating and Cooling Minor Subdivision** for lot recombination and setback waiver."
  - 4. "I make a motion to table case **2025-APC-08 Kirby Heating and Cooling Minor Subdivision** until the next meeting."
- 8. Old Business
  - a. **Comprehensive Plan Updates**
    - i. Vision and Goals Discussion
- 9. Board Comments
- 10. Adjourn

**NEXT MEETING: July 22, 2025**