

**TOWN OF PITTSBORO
ADVISORY PLAN COMMISSION
AGENDA**

**Tuesday,
April 28, 2026**

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

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. April 14, 2026
6. Public Comments (not related to public hearings)
7. Old Business
 - a. **2026-APC-03 Amendment to Landscape Standards.** A zoning amendment to the Unified Development Ordinance requested by the Plan Commission after extensive discussion at the January and April meetings. Purpose of the standards is to provide a significant buffer between industrial areas and less compatible uses such as agriculture and residential uses.
 - 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 April 2, 2026.
 - iv. The purpose of this hearing is to amend the Unified Development Ordinance for the Town of Pittsboro to update the landscape standards.
 - v. Staff introduction.
 - vi. Public comments.

- vii. Written responses the Town has received (if any).
- 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. **Motion:**
 - 1. I move that we provide a favorable recommendation of **2026-APC-03 Update to Landscape Standards** to the Town Council to amend the Unified Development Code.
 - 2. I move that we provide no recommendation of **2026-APC-03 Update to Landscape Standards** to the Town Council to amend the Unified Development Code.
 - 3. I move that we provide an unfavorable recommendation of **2026-APC-03 Update to Landscape Standards** to the Town Council to amend the Unified Development Code.
 - 4. I move that we continue discussion to the May 19, 2026, agenda.

b. **2026-APC-04 Amendment for an Administrative Subdivision Process.** A zoning amendment to the Unified Development Code requested by the Plan Commission after extensive discussion at the January and April meetings. Purpose of the new process is to allow simple splitting or joining of parcels under one ownership without having to go through the minor subdivision process.

- 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 April 2, 2026.
- iv. Purpose of this hearing is to amend the Unified Development Code for the Town of Pittsboro to create an Administration Subdivision Process.
- v. Staff introduction.
- vi. Public comments.
- vii. Written responses the Town has received (if any).
- 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. **Motion:**
 - 1. I move that we provide a favorable recommendation of **2026-APC-04 Update for an Administration Subdivision** to the Town Council to amend the Unified Development Code.

2. I move that we provide no recommendation of **2026-APC-04 Update for an Administration Subdivision** to the Town Council to amend the Unified Development Code.
3. I move that we provide an unfavorable recommendation of **2026-APC-04 Update for an Administration Subdivision** to the Town Council to amend the Unified Development Code.
4. I move that we continue discussion to the May 19, 2026, agenda.

8. **New Business**

- a. **2026-APC-08 Rezone of Property at 33 East Main Street.** Rezone of 2.3 acres of town property located at 33 E. Main Street from General Business (GB) to Pittsboro Public Works (PPW).
 - 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 April 2, 2026.
 - iv. Purpose of the hearing is to rezone the Town of Pittsboro Property from General Business (GB) to Pittsboro Public Works (PPW).
 - v. Staff introduction.
 - vi. Public comments.
 - vii. Written responses the Town has received (if any).
 - 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. **Motion:**
 1. I move that we provide a favorable recommendation of **2026-APC-08 Rezone of Property to Pittsboro Public Works (PPW)** to the Town Council because
 - a. It is consistent with the goals and objectives of the comprehensive plan.
 - b. The property will be compatible with the overall character of existing development serving as a buffer between commercial and residential in the area.
 - c. This is the most desirable use of this piece of land that does not have direct frontage onto Main Street.
 - d. The rezone will not have an adverse effect on surrounding property values because it will be the home of all town services and is able to use a parcel that doesn't have frontage on Main Street.

- e. The rezone of the property reflects responsible planning and growth because of the shape of the parcel, its location, lack of street frontage, and it will serve as the home for all town services.
 - 2. I move that we provide no recommendation of **2026-APC-08 Rezone of Property to Pittsboro Public Works (PPW)** to the Town Council because the rezone does not fit with the character of the surrounding area. [you can have another reason but include here in the verbal motion].
 - 3. I move that we provide an unfavorable recommendation of **2026-APC-08 Rezone of Property to Pittsboro Public Works (PPW)** to the Town Council because the rezone of this property does not meet the state’s criteria for rezoning including having an adverse effect on property values, existing character, and is not the highest and best use for the property. [you can have another reason but include here in the verbal motion].
 - 4. I move that we continue discussion to the May 19, 2026, agenda.
- b. **2026-APC-09 Recommendation of Zoning District for Parcel Annexation.**
Request by the petitioner to have the Plan Commission recommend a zone, other than agriculture, when the parcel is annexed into the Town. The petitioner is asking the Plan Commission to recommend Industrial Warehouse (I-1) to the Town Council.
- 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 April 2, 2026.
 - iv. Purpose of the hearing is to recommend a zoning district for a parcel being annexed into the Town of Pittsboro.
 - v. Staff introduction.
 - vi. Public comments.
 - vii. Written responses the Town has received (if any).
 - 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. **Motion:**

1. I move that we recommend to the Town Council to give petition number **2026-APC-09 Recommendation of Zoning District for Parcel Annexation** a designation of Industrial Warehouse (I1) upon annexation with the condition that the property will meet the new landscape buffer standards presently before the Plan Commission. It is understood that if the landscape buffer does not pass the Town Council, this condition will not be required.
 2. I move that we provide no recommendation to the Town Council regarding petition number **2026-APC-09 Recommendation of Zoning District for Parcel Annexation** but suggest to the Town Council to require the new landscape buffer standards as a condition of acceptance of the annexation into the Town's jurisdiction.
 3. I move that we recommend to the Town Council to give petition number **2026-APC-09 Recommendation of Zoning District for Parcel Annexation** a **XX** zoning designation. [you need to fill in the XX with the district you want to recommend].
 4. I move that we continue discussion to the May 19, 2026, agenda.
- c. **2026-APC-10 Rezone of Property from AG to I1.** The property is located at the southeast quadrant of County Road 1000 North and County Road 425 E and requests a rezone from Agriculture (A) to Industrial Warehouse (I1).
- 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 April 2, 2026.
 - iv. Purpose of the hearing is to rezone the property at the intersection of County Road 1000 N and County Road 425 E from Agriculture (A) to Industrial Warehouse (I1).
 - v. Staff introduction.
 - vi. Public comments.
 - vii. Written responses the Town has received (if any).
 - 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. **Motion:**
 1. I move that we provide a favorable recommendation with conditions of **2026-APC-10 Rezone of Property** at County

Road 1000 North and County Road 425 E to the Town Council because

- a. It is consistent with the goals and objectives of the comprehensive plan.
- b. The property will be compatible with the overall character of existing development serving as a buffer between commercial and residential in the area.
- c. The most desirable use because it is a low density industrial use which is compatible with the future character of this area.
- d. The rezone will not have an adverse effect on surrounding property values because it is a low intensity industrial use with buildings that fit the existing surrounding character.
- e. The rezone of the property reflects responsible planning and growth because the area north of I-74 has been designated as the future economic development area of the Town of Pittsboro.

And with the following conditions:

- a. The owner shall apply for and receive site development plan approval before applying for a building permit(s) per Town of Pittsboro Unified Development Ordinance Section 11.11.
 - b. The petitioner shall commit to meet the new landscape buffer standards presently before the Plan Commission. It is understood that if the landscape buffer standards do not pass the Town Council, this condition will not be required.
2. I move that we provide no recommendation of **2026-APC-10 Rezone of Property** to the Town Council because the rezone does not fit with the character of the surrounding area.
 3. I move that we provide an unfavorable recommendation of **2026-APC-10 Rezone of Property** to the Town Council because the rezone of this property does not meet the state's criteria for rezoning including having an adverse effect on property values, existing character, and is not the highest and best use for the property.
 4. I move that we continue discussion to the May 19, 2026, agenda.

9. Miscellaneous
10. Board Comments

11. Adjourn

NEXT MEETING: May 19, 2026

Plan Commission Membership

Name	Position	Term	Appointed By:
Jarod Baker (R)	President (2025)	1/1/2023 - 12/31/2026	Council
April Wrigley	Vice President (2025) / Town Employee	9/17/24 - 12/31/2026	Council
Jason Anderson (R)	Secretary (2025) / Citizen	1/1/2025 – 12/31/2028	Council President
Gary Golay	Member / Town Employee	6/18/2024 - 12/31/2026	Council
Lisa Abbott (R)	Member / Citizen	1/1/2025 - 12/31/2026	Council President
Kyle Martin (D)	Member / Citizen	1/21/2025 – 12/31/2028	Council President
Carm Bartalone (D)	Member / Citizen	1/3/2023 – 12/31/2026	Council