



ADVISORY PLAN COMMISSION STAFF REPORT

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| Application No: | 2024-APC-07 |
| Meeting Date: | February 27, 2024 |
| Subject: | Interstate Overlay District Amendment |
| Action Requested: | The Plan Commission wishes to amend the Town of Pittsboro Unified Development Ordinance to make changes to the UDO to update the Interstate Overlay District |
| Petitioner: | Town of Pittsboro Advisory Plan Commission |
| Location: | Not Applicable |
| Parcel Size: | Not Applicable |
| Existing Zoning: | Not Applicable |
| Recommendation: | Approve |
| Prepared By: | Cynthia Bowen, FAICP cbowen@reasite.com 317-263-0127 |

Procedure

Proposed zoning text amendments (rezones) are considered by the Plan Commission and ultimately approved or rejected by the Town Council. Before making a recommendation to the Town Council, the Plan Commission must hold a publicly advertised hearing. The public hearing is advertised in The Republican one time, at least 10 days before the hearing. After the Plan Commission conducts the hearing and makes a recommendation, the proposed zoning text amendment is certified to the Town Council. The Town Council has 90 days to hear the text amendment. If the Town Council approves the proposal, it immediately becomes effective. If the Town Council fails to act on the proposal within 90 days after certification, the text amendment takes effect as if it has been adopted ninety days after certification. If the Town Council rejects the proposal or makes an amendment to the proposal, then it shall be returned to the Plan Commission for its consideration, with a written statement of the reasons for the rejection or amendment. The Plan Commission has 45 days to approve the amendment or reject the amendment. If the Plan Commission approve the amendment it becomes law. If the Plan Commission fails to act within 45 days, the ordinance stands as passed by the Town Council. If the Plan Commission disproves the rejection or amendments by the Town Council, the action of the Town Council on the original rejection or amendment stands only if confirmed by another vote of the Town Council within 45 days after the Plan Commission certifies its disapproval.

Background

The Town Planner drafted amendments to the UDO per direction of the Plan Commission from their January 23, 2024 Plan Commission Meeting. The Plan Commission held a workshop on February 8, 2024 to discuss each amendment and provide further direction to the Town Planner. Drafts of the amendments were published for review on February 20, 2024.

Correspondence

As of the writing of this staff report, staff hasn't received any comments from the public.

Summary

Technical Advisory Committee: Not Applicable

Waivers: None.

Secondary Plat Standards: Not Applicable.

Zoning District Standards: Not Applicable.

Attachments

1. Draft Amendments

Recommendation

Staff recommends that the Plan Commission forward a favorable recommendation to the Town Council to amend the Town of Pittsboro Unified Development Ordinance to make changes to the UDO to update the Interstate Overlay District.

Motions

1. Motion to forward a favorable recommendation to the Pittsboro Town Council to amend the Town of Pittsboro Unified Development Ordinance to make changes to the UDO to update the Interstate Overlay District.
2. Motion to forward an unfavorable recommendation to the Pittsboro Town Council to amend the Town of Pittsboro Unified Development Ordinance to make changes to the UDO to update the Interstate Overlay District.
3. Motion to continue UDO Amendments to the to the March 26, 2024 Advisory Plan Commission Meeting.

RESOLUTION No. _____
RESOLUTION OF THE PITTSBORO
ADVISORY PLAN COMMISSION

A Resolution Recommending and Certifying to the Pittsboro Town Council
Amendment to the Town of Pittsboro Unified Development Code.

BE IT RESOLVED the Town of Pittsboro, Indiana Advisory Plan Commission, having reviewed, considered, and received public comment, both written and verbal, after notice and public hearing held on February 27, 2024, at the Town Administrative Building, 33 E Main Street, Pittsboro, Indiana, 46167 on the proposed amendments to the Town of Pittsboro Unified Development Ordinance to Section 5.3 Interstate Overlay District, which is attached hereto and incorporated by reference, now hereby certifies and recommends, and directs the Secretary of the Advisory Plan Commission to certify a copy of said amendments, to the Town Council for approval at it next regularly scheduled meeting.

Approved this 27th day of February, 2024, by a vote of _____ yeas and _____ nays.

ADVISORY PLAN COMMISSION OF PITTSBORO,
INDIANA

By: _____
Steve Maple
President, Plan Commission

By: _____
Breana Love
Secretary, Plan Commission

Attested By:

Printed Name:

PREPARED BY:
Cynthia Bowen, FAICP, LEED AP
Staff Planner

5.3 INTERSTATE OVERLAY DISTRICT

A. DESCRIPTION OF DISTRICT

The purpose of the Interstate Overlay District is to promote coordinated, quality development; to establish basic standards for structures, landscaping, and other improvements on the properties within the overlay district which promote high quality, innovative site design and at the same time encourage efficient land usage; and to establish development standards which will encourage capital investments for the development of those properties along and abutting Interstate 74 within the Town of Pittsboro. The Overlay District further seeks to create a gateway into the Town by means of a coordinated set of design principles for buildings, site planning, landscaping and signage.

B. DISTRICT BOUNDARIES

- A. The boundaries of the Interstate Overlay District are hereby established as shown on the Zone Map for the Town of Pittsboro. The boundaries include any lands within the Town of Pittsboro that fall within four hundred (400) feet north and south as measured parallel to the I-74 Interstate right-of-way. If lands are annexed into the Town of Pittsboro and fall within this 400-foot area, the Interstate Overlay District shall be applied to them in addition to the base zoning district recommended at the time of annexation.
- B. The area south of I-74 from Jeff Gordon Boulevard west to Town limits is excluded from the Interstate Overlay District.

C. INTERPRETATION

The Interstate Overlay District regulations apply in addition to the underlying zoning district regulations to impose additional development rules for properties within the interstate corridor. In the case of a conflict between the Interstate Overlay District regulations of this Section and other regulations in this Ordinance, the Interstate Overlay District regulations of this Section shall control. Where no special Interstate Overlay District regulation is stated, the regulations of the underlying zoning shall control.

D. PLAN COMMISSION APPROVAL

1. The Plan Commission must approve, approve with conditions, or disapprove a Site Development Plan for any tract of land in the Interstate Overlay District

per the provisions of Chapter 11. Site Development Plan approval by the Plan Commission is not required for individual single or two family lots.

2. For lots only partially within the Overlay District, a Development Plan shall be submitted to the Commission for the entire tract to be developed.
3. All development plan applications shall be in accordance with the requirements and specifications set forth in Chapter 11, Subsection 11.11.

E. PERMITTED USES

All uses which are permitted in a given site's underlying zoning district, except those expressly excluded in Subsection G below, are permitted in the Interstate Overlay District.

F. SPECIAL EXCEPTION USES

All special exception uses which are permitted (upon obtaining special exception approval from the Board of Zoning Appeals) in the underlying zoning district(s), except the uses expressly excluded in Subsection G below, shall be special exception uses in the Interstate Overlay District.

G. EXCLUDED USES

1. Airport
2. Bill Board
3. Heavy Industry
4. Heliport
5. Highway Maintenance Garage
6. Junk Yard
7. Penal or Correctional Institution
8. Raising of Non-Farm Fowl and Animals, Commercially (except kennel)
9. Sanitary Fill
10. Outdoor Shooting Range
11. Thermal Electric and Steam Power Plant

H. ACCESSORY BUILDINGS AND USES

All accessory buildings and uses which are permitted in the underlying zoning district(s) shall be permitted, except that any detached accessory building shall be architecturally compatible with the principal building(s) with which it is associated.

I. MULTI FAMILY AND NON-RESIDENTIAL USES

1. LANDSCAPING

- a. For the purpose of calculating landscaping requirements, each fraction of a tree or shrub shall be counted as one whole tree, or shrub.
- b. All development in the Interstate Overlay District shall have a lot coverage no greater than seventy percent (70%). The remaining thirty percent (30%) shall be maintained as open space. Ponds shall be counted towards minimum open space requirements.
- c. GREENBELT. For properties abutting I-74, a greenbelt of at least thirty (30) feet in width shall be maintained along the full length of I-74 frontage, and shall be composed of a minimum five (5) foot high earthen berm, six (6) shade trees and five (5) evergreen trees every one hundred (100) lineal feet, and living ground cover plantings covering the entire greenbelt area except for mulch or other non-living groundcover may be used around tree plantings.
- d. FOUNDATION PLANTINGS. Foundation plantings shall be included along all sides of all buildings, excluding entryways and loading bays and shall have the following characteristics.
 - i. The required minimum foundation landscaping shall be calculated individually for each side of the building.
 - ii. The minimum width of the planting area shall be five (5) feet, except that when adjoining a parking lot, the minimum width shall be ten (10) feet.
 - iii. A minimum of one ornamental tree and five medium shrubs shall be planted every thirty (30) lineal feet. Trees and shrubs may be grouped or spaced linearly.
- e. OTHER LANDSCAPING.

- i. Minimum buffer and parking lot landscaping shall occur per Sections 8.6 and 8.11 of this Ordinance; and all landscaping and screening requirements of the underlying district shall apply.
 - ii. All landscape material required by this Section shall meet the minimum size and other requirements of Section 8.5.G.
- f. ADDITIONAL SCREENING REQUIREMENTS.
- i. All building mechanical and electrical equipment located adjacent to the building and visible from the interstate or any public thoroughfare or residential use shall be screened from view by means of walls, landscaping, or other approved methods. All non-landscape screening shall be architecturally compatible with the primary structure.
 - ii. Outdoor storage shall be completely enclosed by a minimum six foot high screen consisting of a solid fence (less than fifty percent open), masonry wall, dense plant material, or any combination thereof.
 - iii. Loading berths and service areas shall be screened from view from adjacent public streets and residential uses. This may be accomplished with an opaque wall constructed of materials which are architecturally compatible with the design of the principal building(s), through thoughtful placement of landscape and buffer requirements per other sections of the ordinance, or with additional landscape material where other landscape requirements would not create a sufficient screen. For loading berths and service areas facing the interstate, the required greenbelt is considered adequate screening.

2. BUILDING DESIGN REQUIREMENT

a. Building Materials

- i. Interstate facing and street facing facades shall use 100 percent (100%) masonry siding materials from the top of the foundation to a parallel height of eight feet. A minimum of fifty percent (50%) of the overall interstate and street facing façade must be masonry. Masonry coverage calculation does not include windows and doors.
- ii. Facades constructed of more than one material shall only change material along horizontal or vertical lines (not diagonal lines). Where

two wall materials are combined horizontally on one façade, the heavier material must be below.

- iii. Corrugated plastic or fiberglass panel siding is prohibited.

b. Roofs

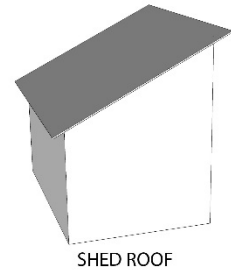
i. Pitched Roofs

Roofs shall be simply and symmetrically pitched and only in the configuration of gables and hips, with pitches ranging from 6:12 to 14:12.

Pitched roofs shall be clad in wood shingles, slate, composition asphalt single or standing-seam metal panels. Shingle or panel color shall be appropriate to the design of the building.

ii. Shed Roofs

Shed (single slope) roofs are permitted with pitches ranging from 6:12 to 14:12.



iii. Flat Roofs

Flat roofs are permitted when consistent with the selected style of architecture, if edged by a railing or parapet, and if rooftop mechanical equipment is either camouflaged on all sides or visually integrated into the overall design of the building.

iv. Overhangs

Eaves and gable ends shall overhang a minimum of 16 inches.

In no case shall rooftop mechanical equipment be visible from adjoining residential districts. All vents, attic ventilators, turbines, flues and other roof penetrations shall be painted to match the color of the roof, or painted flat black. Gutters and downspouts shall be appropriate to or visually integrated with the selected architectural style of the structure.

Dormers, belvederes, cupolas and pergolas may be utilized as design elements, so long as they are designed with the details, proportion, style, and materials consistent with the selected architectural design of the building.

c. Entrances

The main building or tenant space pedestrian entrances shall be defined and articulated by architectural elements such as lintels, pediments, pilasters, columns, and other design elements appropriate to the selected architectural style and details of the building as a whole. The location, orientation, proportion and style of doors shall reflect the chosen style of the building.

d. Windows

All window designs shall be compatible with the style, materials, color, details and proportion of the building. The number of panes, the way the window opens, and the trim around the window shall be consistent with the selected architectural style of the building.

e. Signs

Signs for each proposed use shall be compatible in character as to color and architectural design with the structures located on the site. All sign requirements of the underlying district shall apply.

f. Other Requirements

i. Drive-Through Windows

Drive-through windows shall be designed as a related, integrated architectural element and part of the overall design composition of the building. Stacking for drive-through lanes shall be located on the side of the building, shall not be permitted along the front of structures, and shall not be permitted along the interstate unless it is screened from view. Nor shall stacking for drive-through lanes be permitted to spill onto adjoining properties.

ii. Loading Berths and Service Areas

Loading berths and service areas shall be permitted per the needs of business establishments and shall be identified on the development plan. Loading berths, overhead doors, and other service areas should be on the rear of the building. For uses where loading berths are a fundamental component of the building and design, such as a warehouse, they may be located on any side of the building when meeting the requirements of Section 8.3.I.1.f.iv above.

g. Waiver of Building Design

The Plan Commission may grant a waiver of the building design requirements of this Section and approve a building design upon finding that:

- i. The building design represents an innovative use of building materials or design, or site design features which will not be detrimental to the use or value of area properties;
- ii. The proposed building is appropriate when compared to the architecture, design and overall exterior character of other buildings on the site and surrounding sites;
- iii. The building design is consistent with and compatible with other development located along the street; and
- iv. The proposed building is consistent with the intent and purpose of this Ordinance.

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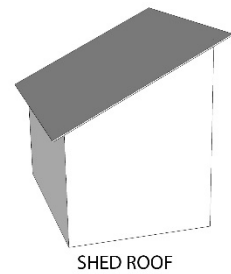
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