



ADVISORY PLAN COMMISSION STAFF REPORT

Petition No:	2025-APC-13
Location:	Pittsboro Town Jurisdiction
Project Name:	Pittsboro Comprehensive Plan
Petitioner:	Plan Commission / Town of Pittsboro
Representative	Cynthia Bowen / Allison Richardson / Aaron Kaytar
Request:	Review changes to Vision and Goals
Current Land Use:	NA
Approximate Parcel Size:	NA
Related Petitions:	None
Existing Zoning:	NA
Exhibits:	1. Staff Report 2. Comprehensive Plan Vision & Goals Changes
Prepared By:	Cynthia A. Bowen, FAICP cbowen@reasite.com 317-263-0127

Exhibit 1: Staff Report

A. Procedure

Under IC 36-7-500 series, the Plan Commission has the authority to prepare or update the Town's Comprehensive Plan. Based on IC36-7-4-501 a Comprehensive Plan should be approved by resolution in promotion of the Town's public health, safety, morals, convenience, order, or the general welfare and for the sake of efficiency and economy in the process of development.

IC 36-7-4-502 states that the comprehensive plan must contain at least the following elements:

- A statement of objectives for the future development of the jurisdiction
- A statement of policy for the land use development of the jurisdiction
- A statement of policy for the development of public ways, public places, public lands, public structures, and public utilities.

Under IC-7-4-503 additional contents that could be included in the comprehensive plan

- Surveys and studies of current conditions and probable future growth within the jurisdiction and adjoining jurisdictions
- Maps, plats, charts, and description material presenting basic information, locations, extent, and character of any of the following
 - History, population, and physical site conditions
 - Land use, including the height, area, bulk, location, and use of private and public structures and premises.
 - Population densities.
 - Community centers and neighborhood units.
 - Areas needing redevelopment and conservation.
 - Public ways, including bridges, viaducts, subways, parkways, and other public places.
 - Sewers, sanitation, and drainage, including handling, treatment, and disposal of excess drainage waters, sewage, garbage, refuse, and other wastes.
 - Air, land, and water pollution.
 - Flood control and irrigation.
 - Public and private utilities, such as water, light, heat, communication, and other services.
 - Transportation, including rail, bus, truck, air and water transport, and their terminal facilities.
 - Local mass transit, including taxicabs, buses, and street, elevated, or underground railways.
 - Parks and recreation, including parks, playgrounds, reservations, forests, wildlife refuges, and other public places of a recreational nature.
 - Public buildings and institutions, including governmental administration and service buildings, hospitals, infirmaries, clinics, penal and correctional institutions, and other civic and social service buildings.
 - Education, including location and extent of schools and postsecondary educational institutions.
 - Land utilization, including agriculture, forests, and other uses.
 - Conservation of energy, water, soil, and agricultural and mineral resources.
 - Any other factors that are a part of the physical, economic, or social situation within the jurisdiction.

- Reports, maps, charts, and recommendations setting forth plans and policies for the development, redevelopment, improvement, extension, and revision of the subjects and physical situations of the jurisdiction to substantially accomplish the purposes of this chapter.
- A short- and long-range development program of public works projects for the purpose of stabilizing industry and employment and for the purpose of eliminating unplanned, unsightly, untimely, and extravagant projects.
- A short- and long-range capital improvements program of governmental expenditures so that the development policies established in the comprehensive plan can be carried out and kept up-to-date for all separate taxing districts within the jurisdiction to assure efficient and economic use of public funds.
- A short- and long-range plan for the location, general design, and assignment of priority for construction of thoroughfares in the jurisdiction for the purpose of providing a system of major public ways that allows effective vehicular movement, encourages effective use of land, and makes economic use of public funds.

At the end of the process of updating the comprehensive plan, the Plan Commission will need to notice at least 10 days before the meeting and hold a public hearing on the plan. At that meeting, the Plan Commission may approve the comprehensive plan. After that meeting, the Plan Commission shall certify the comprehensive plan to the Town Council.

Then, in accordance with IC 36-7-4-509, the Town Council may adopt a resolution approving, rejecting, or amending the plan. The comprehensive plan is not effective for the Town unity it has been approved by the Town Council. Upon approval of the comprehensive plan by the Town Council, the clerk of the Town Council shall place 1 (one) copy on file in the Office of the County Recorder.

B. Petition History

- In December 2024, the Plan Commission determined that the Comprehensive Plan needed to be updated considering all the annexation.
- Staff presented a memo in January 2025 of the elements that needed to be updated.
- During the summer and into the fall, the Plan Commission has reviewed the vision and goals.

C. Discussion

The staff has reviewed the goals and comments from the Plan Commission and has provided an update to the vision and goals. The attached worksheet shows the original vision and goals in the first column. In the second column, there are the changes that staff are proposing. Those items will be highlighted in red. The vision and most goals were still relevant, so we carried them over. There were some that weren't relevant or have been completed so they were stricken from the list. Finally, there are a few goals that were needed based on the direction of the Town so we included those.

What we need from you is to review the changes we are recommending and tell us at the meeting whether you agree with the changes we made or if anything is missing that we need to include. We are not going to go line by line at the Plan Commission Meeting. So, if one of the ones that we carried over that you think needs to be adjusted you will need to bring that up to us.

With this process, that will allow us to move on to update the land use map.

Vision & Goals	Edits to Vision & Goals
Pittsboro is a safe, peaceful, and attractive community that takes pride in its character. Well planned growth and a balance of land uses have resulted in an attractive and energetic town with a vibrant downtown, safe neighborhoods, strong economy, and healthy environment. This vision is further supported with four core value statements:	Pittsboro is a safe, peaceful, and attractive community that takes pride in its character. Well planned growth and a balance of land uses have resulted in an attractive and energetic town with a vibrant downtown, safe neighborhoods, strong economy, and healthy environment. This vision is further supported with four core value statements:
A diverse and affordable housing stock attracting young professionals, families, and seniors.	A diverse and affordable housing stock attracting young professionals, families, and seniors.
A balanced and connected transportation network allowing safe and efficient movement by users of all ages and abilities.	A balanced and connected transportation network allowing safe and efficient movement by users of all ages and abilities.
A small town atmosphere with the provision of superior community services.	A small town atmosphere with the provision of superior community services.
A lively downtown containing shopping, dining, offices, and residences, connected to all parts of the community	A lively downtown containing shopping, dining, offices, and residences, connected to all parts of the community
Continue to develop a thoughtfully balanced combination of land uses that support a mixture of residences, businesses, and industries while preserving natural features and environmentally sensitive areas.	Develop an intentional combination of a mixture of land uses that supports that tax base while preserving natural features and environmentally sensitive areas.
Promote redevelopment, infill, and reconfiguration of underutilized properties already within the Town.	Promote redevelopment, infill, and reconfiguration of underutilized properties already within the Town.
Encourage residential development that reflects surrounding residential character and intensity to maintain the image representative of Pittsboro	Encourage residential development that reflects surrounding residential character and intensity to maintain the image representative of Pittsboro
Ensure changes in land use are supported by adequate transportation facilities.	Ensure changes in land use are supported by adequate transportation & nontransportation infrastructure.
Improve the aesthetic quality of commercial and industrial development.	Improve the aesthetic quality of commercial and industrial development.
Establish the area around Jeff Gordon Boulevard as an economic and employment center in Town.	Establish the area around Jeff Gordon Boulevard as an economic and employment center in Town.
Use future land use planning and zoning regulations to protect and preserve critical wildlife habitats, natural drainage areas, and wetlands.	Use future land use planning and zoning regulations to protect and preserve critical wildlife habitats, natural drainage areas, and wetlands.
Continue to review and update the future land use plan to ensure accordance with community goals and development trends.	Continue to review and update the future land use plan to ensure accordance with community goals and development trends.
Promote light industrial and supporting commercial development north of Interstate 74.	Promote light industrial, clean manufacturing, high-tech industrial, flex industrial, and commercial nodes north of Interstate 74.
Encourage housing development that represents a range of sizes and affordability levels, close to services and amenities. This should include apartments, townhomes, nursing homes, and rehabilitation centers.	Encourage housing development that offers a range of choices, sizes, and affordability levels, close to services and amenities.

Vision & Goals	Edits to Vision & Goals
Utilize existing residential areas more effectively through infill construction on vacant lots and reducing barriers to the construction of accessory dwelling units.	Support infill residential construction on vacant lots and reduce barriers to the construction of accessory dwelling units.
Provide an efficient and connected transportation system that includes multiple modes and can be safely utilized by all ages and abilities.	Provide an efficient and connected transportation system that includes multiple modes and can be safely utilized by all ages and abilities.
Adopt a complete streets policy to ensure future roadway designs and reconstructions consider safe and comfortable accommodations for all users.	Ensure future roadway design and reconstruction consider safe and comfortable accommodations for all users.
Coordinate future land use planning with transportation system improvements to ensure sufficient roadway capacity to serve anticipated traffic volumes.	Coordinate future land use planning with transportation system improvements to ensure sufficient roadway capacity to serve anticipated traffic volumes.
Explore options to include the provision of bicycle facilities as a development regulation in the zoning ordinance.	Explore options to include the provision of bicycle facilities as a development regulation in the zoning ordinance.
Continue to advocate for INDOT improvements to the I-74/Jeff Gordon Boulevard interchange.	Continue to advocate for INDOT improvements to the I-74/Jeff Gordon Boulevard interchange.
Incorporate Town signage and branding into any future improvements at the I-74/Jeff Gordon Boulevard interchange.	Use the Town branding and wayfinding guide to enhance future improvements at entrances into the Town.
Construct Jeff Gordon Boulevard as a four-lane roadway with center median/left-turn lane, bicycle and pedestrian facilities, consistent landscape treatment, and improved pavement markings.	Implement the projects and intersection improvements identified in the Thoroughfare Plan.
Continue to examine modifications to the intersection of Jeff Gordon Boulevard and Wall Street.	
Realign the intersection of Wall Street and Meridian Street and include marked turn lanes.	
Extend Maple Street north of Wall Street to connect to Waters Way.	
Identify gaps in the sidewalk system and develop a plan to complete connections.	Identify gaps in the sidewalk system and develop a plan to complete connections including ensuring new development installs sidewalks.
Continue implementation of identified trail priorities and continue to evaluate and plan for new trails.	Continue implementation of identified trail priorities and continue to evaluate and plan for new trails.
Pursue alternative transportation funding for trail projects.	Pursue alternative transportation funding for trail projects.
Continue to improve safety for pedestrians in and around residential neighborhoods in an effort to reduce overall traffic speeds and raise driver awareness, including amendments to Town design and construction standards to require traffic calming improvements in new development.	Continue to improve safety for pedestrians in and around residential neighborhoods, including amendments to Town design and construction standards to require traffic calming improvements in new development.

Vision & Goals	Edits to Vision & Goals
Promote cooperation among local, county, and INDOT (Crawfordsville District, Cloverdale Sub-District) departments that have jurisdiction over Pittsboro's transportation network.	Promote cooperation among local, county, and INDOT (Crawfordsville District, Cloverdale Sub-District) departments that have jurisdiction over Pittsboro's transportation network.
Ensure desired right-of-way for future transportation projects is dedicated as part of the development review process.	Ensure desired right-of-way for future transportation projects is dedicated as part of the development review process.
Work with Hendricks County and the Indianapolis Metropolitan Planning Organization (MPO) on continued thoroughfare planning for a north/south connector from the I-74/Jeff Gordon Blvd. interchange to Danville and Plainfield.	strike
Maintain fiscal responsibility and ensure superior provision of community services in coordination with land use planning and projected growth.	Maintain fiscal responsibility and ensure superior provision of community services in coordination with land use planning and projected growth.
Manage growth to be consistent with infrastructure improvements and capacity.	Manage growth to be consistent with infrastructure improvements and capacity.
Continue to prioritize capital improvements to support both the existing and anticipated Town population	Continue to prioritize capital improvements to support both the existing and anticipated Town population
Continue to utilize the Town's annexation policy to maintain a fair level of service to all of Pittsboro while increasing assessed valuation, economic growth, and environmental protection.	Continue to utilize the Town's annexation policy to maintain a fair level of service to all of Pittsboro while increasing assessed valuation, economic growth, and environmental protection.
Ensure new development projects contribute to the cost of infrastructure improvements necessitated by the development.	Ensure new development projects contribute to the cost of infrastructure improvements necessitated by the development.
Continue to improve Town/citizen communication and procedures for review and response to citizen concerns	Continue to evolve Town/citizen communication through the update of planning & zoning forms and applications to improve digital access.
Work with the Hendricks County Economic Development Partnership to develop a strategic economic development plan for the Town to complement ongoing regional efforts.	Work with the Hendricks County Economic Development Partnership to develop a strategic economic development plan for the Town to complement ongoing regional efforts.
Explore incentives for redevelopment and infill projects in areas already served by necessary utilities and infrastructure.	Explore incentives for redevelopment and infill projects in areas already served by necessary utilities and infrastructure.
Ensure a mix of sizes and locations of public parks and open space to provide opportunities for both passive and active recreation.	Ensure a mix of sizes and locations of public parks and open space to provide opportunities for both passive and active recreation.
Create a plan for the Town-owned property south of W Main Street and west of S Maple Street.	Create a plan for the Town-owned property south of W Main Street and west of S Maple Street.
Update planning and zoning forms and applications and continue to improve digital access via the Town website.	strike

Vision & Goals	Edits to Vision & Goals
	Continue to evaluate Town utility capacities for ongoing development needs.
	Constructure a Town Services Campus including Town Hall services, Administrative Services, and Emergency Services.
Capitalize on the existing businesses and historic qualities of the downtown to continue development of an inviting, small town, walkable district that includes shopping, dining, offices, and residences.	Reestablish characteristics of a traditional, walkable downtown with quality design buildings that include government services, shopping, dining, offices, and residences.
Encourage pedestrian-oriented retail and service businesses to locate downtown.	Encourage pedestrian-oriented retail and service businesses to locate downtown.
Support mixed use development with street-level retail on downtown properties.	Support mixed use development with street-level retail on downtown properties.
Ensure new structures built in the downtown reflect local character and context.	Ensure new development projects are consistent with the downtown overlay design regulations.
Work with downtown property owners to create an organization dedicated to strengthening downtown aesthetics and function.	Work with downtown property owners to create an organization dedicated to strengthening downtown aesthetics and function.
Create a downtown streetscape plan for Main Street as resources become available and interested parties are identified to lead the effort.	Create a downtown streetscape plan for Main Street as resources become available and interested parties are identified to lead the effort.
Improve bicycle and pedestrian connections between residential subdivisions and the downtown.	Improve bicycle and pedestrian connections between residential subdivisions and the downtown.
Develop a public art program and identify appropriate locations for wall murals and freestanding art in the downtown.	Develop a public art program and identify appropriate locations for wall murals and freestanding art in the downtown.
Protect and enhance positive elements of the built environment, cultural and historic resources, and intangible community characteristics to better define the identity of Pittsboro.	Protect and enhance positive elements of the built environment and intangible community characteristics to better define the identity of Pittsboro.
Create visual gateways at key entry points into Town.	Create visual gateways at key entry points into Town.
Continue to utilize and update overlay district standards for major corridors to influence signage, landscape design, and building aesthetics.	Continue to utilize and update overlay district standards for major corridors to influence signage, landscape design, and building aesthetics.
Develop a brand identity for the Town of Pittsboro to be used on signage, marketing, and other Town communications.	Develop a brand identity and wayfinding signage for the Town of Pittsboro to be used on signage, marketing, and other Town communications.
Use the development review process to evaluate and improve how private projects can contribute to overall community character.	Use the development review process to evaluate and improve how private projects can contribute to overall community character.
Encourage public/private partnerships and cooperation in beautification and preservation efforts.	Encourage public/private partnerships and cooperation in beautification and preservation efforts of natural features, parks, and open spaces.
Expand programming of parks and public spaces to create more festivals and events that celebrate the historical, cultural, and community identity of Pittsboro.	Expand programming of parks and public spaces to create more festivals and events that celebrate the historical, cultural, and community identity of Pittsboro.

Vision & Goals	Edits to Vision & Goals
Increase civic participation across all age groups to build a more vibrant Pittsboro and grow the next group of community leaders.	Increase civic participation across all age groups to build a more vibrant Pittsboro and grow the next group of community leaders.
Improve the distribution of positive information about the community in order to spread good news and celebrate achievements, while combating negative attitudes and perceptions.	Continue to share information about new developments, achievements, programming changes, and events occurring in the Town.
	Increase the tree canopy in Town in new developments, parks, and open spaces.