Minutes

Elwood Town Planning Commission Work Meeting

Tuesday, March 21, 2023

The Board of the Planning Commission of Elwood Town met at the Elwood Town Hall at 7:00 pm, on Tuesday, March 21, 2023.

Present: William Call, Curtis Crouch, Phil Shimek, Quinn Hamson, Dakota Nelson.

Others Present: Samuel Heiner(Zoning Administrator), Scott Goodliffe(Town Council Rep), Mary LaMont, Britton Hayden, Cohen Zaugg, Dustin Heaps.

Commissioner Call conducted the meeting, by welcoming everyone to the meeting.

# Commission Business

* Action Item A: Mark Lambourne, Review and Action on Top Shed Site for Conditional Use Permit – 9555 North Powerline Road. Commissioner Call referred to the review letter that Jones and Associates wrote to the Planning Commission. Samuel Heiner addressed the pointers with Top Shed. The uniqueness of this action item is that no site plan is required for just a conditional use permit with no building permit. One request of the review letter was to work up a site plan to address questions that are listed on the review. Some code to adhere to is weed maintenance, parking and loading space, off-street parking(review estimated number of spaces), surfacing requirements. There was discussion on definitions of site plan, definition of hard-surface, and what Top Shed would need to continue this approval. The commission also asked about 10 feet of landscaped frontage. The planning commission wants to check on hard-surface definitions. Commissioner Shimek motioned to table the conditional use permit until Top Shed can get a site plan to define the parking spaces, approach, and landscape front, Commissioner Crouch seconded it, all in favor, motion passed.

# Work Meeting

* Discussion Item A: Mary LaMont Commercial Expansion Building Site Plan. Mary LaMont attended the meeting, and she stated that the site plan was already reviewed by Shane Taggart, town engineer, last year. This is a formality in Mary’s opinion. Samuel Heiner indicated in speaking with Shane Taggart, that the letter only approved the storage building. Mary stated that at that point(July 2022)the commercial building was quite a bit out so she didn’t ask for a building permit last year. She stated that in the fall 2022 she did get the approach paved, and the water meter updated. There is a letter dated July 19, 2022 that is after the letter that Mary LaMont was referring to. The planning commission does not have minutes showing any approval on site plan. Samuel Heiner, stated that the submittals that Mary LaMont is referring to was concept plan. Therefore, the planning commission does still need to have an action item for site plan final approval. Is any variance given for the Office building required parking areas was a question asked by Samuel Heiner? Mary LaMont states that hard-surfacing material is a definition difference. She said there is a missing comma, and that gravel should be allowed as “stone”. Mary stated that our town attorney has defined this one way, but she is not an engineer., and engineers would define it differently. Mary would like to get more definition of hard-surface and PSI testing. Mary LaMont says Elwood Code is not being interpreted, it is being manipulated. Commissioner Call would like Mary LaMont and Shane Taggart to meet and address the review items identified.
* Discussion Item A: Zoning Analysis Review with Samuel Heiner. Cover letter/Memo helps all to explain the process. Samuel says that the pdf is still in draft process, and he does want the commissioners to read through it for discussion on how to proceed forward. It does consist of existing use of the land, permissibility of that use, the zones, existing zone is. The assumption is to use this going forward for zone changes. This is the research part of each land parcel in Elwood. Please review it and Samuel and the commissioners will review again.
* Discussion Item B: Review rough draft of new General Plan from General Plan Committee. Commissioner Shimek commented on some draft grammar changes that are needed, red text vs black text as questions and comments or example of data to insert, and the future land use pie chart. Samuel says that the plan is still in draft stage so there will be many more changes by the committee. Style that has been discussed in the committee meeting is the town center look. Commissioner Nelson mentioned that his discussion with the mayor talked of the change of the town center moving from 9600 North to a completely different area, and how he was not sure about that change. Britton Hayden commented about moving town center to a new area that is more conducive to the possible freeway entrance/exit change and the opportunity to create a Farmington Station idea. Commissioner Nelson commented about the plan to have the planning commission review and then go right to a public hearing, which he sees as risky. Commissioner Nelson suggested that we schedule a meeting with the town council to review before we are presenting to the public. Britton Hayden suggested that when we do have an open house we could allow a more conducive place such as the shop so people can move about and review. The general plan committee is continuing to meet. The suggestion is for the planning commission to review, next have a joint meeting with the town council, before we are opening it to the public. The idea is to get the general plan complete before summer comes.
* The next meeting is set for April 4th, which is spring break week for schools in the area. Commissioner Hamson will not be in attendance, and everyone else will be attending.
* The meeting was adjourned at 8:46 pm.