

HANCOCK REGIONAL PLANNING COMMISSION



BOARD PACKET NOVEMBER 18, 2020

BOARD MEMBERS

CITY REPRESENTATIVES

DONALD BLED SOE

GREG BURKS - HSWCD

BRETT GIES

MATTHEW LEDDY

CHRISTOPHER MOODY

CHRISTINA MURYN – FINDLAY MAYOR

BOB NICHOLS

JODY O'BRIEN

CHRISTIE RANZAU

GRANT RUSSEL – CITY COUNCIL

COUNTY REPRESENTATIVES

THOM BISSELL

JIM FERGUSON

JEFF HUNKER

ED MAY – VILLAGE OF VAN BUREN

STEPHANIE PHILLIPS

DAVE PLOEGER – MARION TWP.

BRIAN ROBERTSON – CO. COMMISSIONER

FRED RODABAUGH – VILLAGE OF BLUFFTON

POLLY SANDHU

LAUREN SANDHU - BRWP

GEORGE WALTON – VILL. OF N.BALTIMORE

JERRY WOLFORD – CASS TWP.

STAFF

MATT CORDONNIER, DIRECTOR

LIZZIE ESSINGER

JACOB MERCER

JUDY SCRIMSHAW

JESS SELLS

HANCOCK REGIONAL PLANNING COMMISSION BOARD PACKET

TABLE OF CONTENTS

- 1) MEETING DATES AND OFFICERS
- 2) ATTENDANCE
- 3) AGENDA
- 4) MINUTES
- 5) EXPENDITURES
- 6) BUDGET
- 7) COMMITTEE REPORTS
- 8) OLD BUSINESS
- 9) NEW BUSINESS
- 10) COMMISSIONER'S REPORT
- 11) CITY REPORTS
- 12) VILLAGE REPORTS
- 13) TOWNSHIP REPORTS
- 14) STAFF REPORTS

**Meeting Dates
2020**

**All meetings are held at 7:00 p.m. in the
Municipal Building Third Floor Conference Room**

Meeting Date	Notice
January 15, 2020	January 8, 2020
February 19, 2020	February 12, 2020
March 18, 2020	March 11, 2020
April 15, 2020	April 8, 2020
May 20, 2020	May 13, 2020
June 17, 2020	June 10, 2020
July 15, 2020	July 8, 2020
August 19, 2020	August 12, 2020
September 16, 2020	September 9, 2020
October 21, 2020	October 14, 2020
November 18, 2020	November 11, 2020
December 16, 2020*	December 9, 2020

❖ December meeting cancelled unless there are issues that require approval before the January meeting.

**Officers
2020**

Name	Title
Polly Sandhu	President
Brett Gies	Vice President
Stephanie Phillips	Secretary
Jody O'Brien	Treasurer

MINUTES

MEMBERS PRESENT: Polly Sandhu, Stephanie Phillips, Dave Ploeger, Jim Ferguson, Bob Nichols, Jeff Hunker, Thom Bissell, Bret Gies, Grant Russel, Christina Muryn, George Walton, Fred Rodabaugh, Jerry Wolford, Don Bledsoe, Christopher Moody, Greg Burks, Ed May,

MEMBERS ABSENT: Christie Ranzau, Brian Robertson, Jody O'Brien, Matthew Leddy, Lauren Sandhu

STAFF PRESENT: Matt Cordonnier, Judy Scrimshaw

GUESTS: Dan Stone, Duanne Jebbett, James Koehler

CALL TO ORDER

Polly Sandhu called the meeting to order at 7:30 p.m.

APPROVAL OF MINUTES

Don Bledsoe made a motion to approve the September 16, 2020 minutes. George Walton seconded. Motion passed 17-0-0.

President Sandhu then stated that we would move to Committee Reports first as we had a few items on the agenda there and guests present for those items.

COMMITTEE REPORTS

Subdivision Review Committee

The First item on the agenda is A REQUEST FOR VARIANCE filed by Nick Harvey. Mr. Harvey wishes to split off a parcel of .6 - .7 acres off the north end of his lot to sell. The only means of access for the new lot would be the dead end of Dakota Drive. There is only 60' of right-of-way here and our

regulations require a minimum of 65'. (Section 402 Lots B 1.a. Sizes and Shapes) This property is in Liberty Township and is zoned R-2 One Family Residential. The R-2 zoning district requires 75' of frontage and a variance would be required there also or the Township could potentially refuse to issue a building permit.

Matt Cordonnier stated that the Subdivision Review Committee recommended denial of the application. He noted that in order to split this parcel the applicant would need three variances: the first from HRPC on the frontage required in the County Subdivision Regulations, the second from Liberty Township from the frontage requirement of their zoning district and a third from HRPC for a driveway access as they cannot meet the spacing requirements of the Access Management Regulations.

Mr. Cordonnier commented that if you need three variances that is probably a sign that it is not the best idea for something. He noted that the Township is not particularly in favor. Because it is dead end street, they currently plow snow out into the empty field. If a driveway goes in, it will be difficult to find a place for snow. A solution would be to construct a cul-de-sac on the end.

Matt Cordonnier noted that we had a case out on CR 140 where the owners wanted to use a dead end street from the Woods at Hillcrest and the Township did not want to allow the variance there either. They did have access out to CR 140 and had to use that as their entry. The current applicant does not have any other access for this land.

Jim Ferguson stated that when he looked at it, it made sense due to a natural boundary created by some trees that separate it from the rest of the large lot. He commented on how the applicant had to get creative with the frontage along Arizona to be able to create the two parcels there.

Judy Scrimshaw stated that this had been one parcel and the applicant purchased it with the intent of his friend buying the west half and both building houses here. They have both built those and they were well aware of what the land was like when they had purchased.

Jeff Hunker said that this is a perfect example of why they do not like dead end streets. There are a few in this subdivision. We need to force the cul-de-sac being constructed when the subdivision is built. A cul-de-sac can always be removed if you decide to extend a street later on. It has been done before.

Jerry Wolford made a motion to deny the request for variance. Grant Russel

seconded. Motion passed 16-1-0.

The next item on the agenda is the Final Plat of Best Liberty Addition. This is the first phase containing 24 residential lots.

Judy Scrimshaw stated that the construction drawings have been approved by the County Engineer, the required bonds are posted and easements in place. Bob Nichols asked about the drainage issues we had. Mr. Cordonnier replied that all of that was taken care of with the easements for an overflow route through Gateway Church and HPD land down to the ditch. All of this has been addressed to the satisfaction of the County Engineer.

Greg Burks asked if there is a temporary cul-de-sac on the dead end street in this one. Dan Stone replied yes.

Christina Muryn made a motion to **approve the Final Plat of Best Liberty Addition**. Brett Gies seconded. Motion passed 17-0-0.

The third item on the agenda is an **Application for Variance filed for Hickory Lake Subdivision 4th Addition. The variance is being requested from Section 404.3 g and 404.3 h pertaining to emergency overflow criteria and offsite easements.**

Mr. Cordonnier noted that the Subdivision Review Committee had recommended approval of the variance with the notation that some additional calculations would be provided for today's meeting. If there is some extra capacity in the pipe, it could be counted towards an emergency overflow. That is not the case here. Mr. Cordonnier noted the location of the pond and that the drainage goes east, crossing TR 242 to the ditch.

Mr. Cordonnier stated that this development was approved prior to the amendments to the Subdivision Regulations. Dan Stone stated that the pond is designed for the 100-year storm event and was designed to include all of this development. This is the last phase. They will not be decreasing any of the development regulations; they only want relief from the added rule of having that emergency overflow route.

Christina Muryn stated that she felt they have addressed the drainage for this area properly. The rules have changed on them $\frac{3}{4}$ of the way through the project. Mr. Cordonnier noted that all of this was reviewed in the original preliminary plat. We only have this phase as a preliminary plat again because that one had expired before this section was to be built. We knew all along that there would be this

third cul-de-sac street in the mix. He does feel it is a hardship to go back and try to re-engineer the project.

Christina Muryn made a motion to approve the variance to not create the emergency overflow route for Hickory Lake 4th Addition. Don Bledsoe seconded.

Bob Nichols commented that he wants to be sure that this is not sending any water down to Forest Lake as they have had water issues already. Dan Stone explained that this area prior to development had all drained south through a natural grass swale at the southwest corner of the parcel. It often laid there at the bend in TR 242 near Forest Lake. They worked with the County and the Township to establish the route to the east to the ditch and took all of that water away. Dan Stone stated that he has had conversations with Trustees and the Zoning officer in Marion Township and they have not had any complaints recently in regards to water.

Motion passed 17-0-0.

The fourth item on the agenda is the **Preliminary Plat of Hickory Lake Subdivision 4th Addition. This phase consists of a cul-de-sac street running west from TR 242 with 12 new buildable lots.**

Matt Cordonnier noted that this is practically a carbon copy of the street just south of it. The layout was approved in the prior Preliminary Plat. We are only seeing this again because that had expired.

Christina Muryn made a motion to approve the Preliminary Plat of Hickory Lake 4th Addition. Christopher Moody seconded. Motion passed 17-0-0.

EXPENDITURES

Matt Cordonnier then presented the expenditures for September 2020. Matt noted that payroll is a little less as we are still working 32 hours per week.

Don Bledsoe made a motion to approve the expenditures as presented. Jerry Wolford seconded. Motion passed 17-0-0.

FINANCIAL REPORT

Mr. Cordonnier then directed the members to the financial reports. Matt Cordonnier noted that the revenue will probably be higher than anticipated and expenses lower. We are projecting enough carryover to get us through the early

part of 2021.

COMMISSIONER'S REPORT

None

CITY REPORT

Mayor Christina Muryn reported that the City is doing well considering. We are being smart about COVID safety. The county may be headed to "red" soon, but nothing should change significantly with that.

The 2020 Census is finally finished. Hancock County did very well.

The Mayor also stated that the City is working to use its CARES funds. Some can go to wages. Money can be given to the schools. She doesn't want to see any Townships or Villages send money back because they couldn't find a way to use it. She is more than willing to share her knowledge and help any of them if they would like to reach out to her.

HSWCD

Greg Burks reported that they are getting ready to start fall work on their ditches as the crops come off.

TOWNSHIP REPORTS

Liberty

Jeff Hunker reported that their Township would probably be sending back some CARES Act monies.

Marion

Dave Ploeger reported that Marion Township's COVID testing went very well. They gave Van Buren schools, \$50,000 and \$60,000 went to the Vanlue and Washington Township Fire Departments.

Cass

Jerry Wolford stated that they have been frustrated with trying to make sure anything they do with the CARES funds is legal.

VILLAGES

Bluffton

Fred Rodabaugh reported that the Village has completed its capital improvement projects. They are working on changing out water meters.

Van Buren

Ed May reported that the Couchot Subdivision is being finalized. They plan to start constructing homes in the spring.

BLANCHARD RIVER WATERSHED PARTNERSHIP

None

HANCOCK SOIL AND WATER CONSERVATION DISTRICT (HSWCD)

None

DIRECTOR'S REPORT

Matt Cordonnier reported that the City zoning map update had its first reading at City Council this week.

We have executed the grant agreement for sewer scoping. Lizzy Essinger is preparing to take requests from Villages and Townships for the next round of CDBG funds. They must income qualify with 51% Low to Moderate income. If the jurisdiction doesn't qualify, we can target a street with an income survey to use money for work to benefit a small area.

The City has employed a Zoning Attorney to help update their zoning code. We also hope to have him work on a template for the Townships to use for their codes. Plan to start some of this at the beginning of 2021.

Mr. Cordonnier asked the Commission if we would still want to meet in person next month if the County goes to "red". The Commission agreed to meet unless something severe were to happen. Mr. Cordonnier then asked if the Commission would be interested in changing our meeting time to 7:00 p.m. The Commission agreed to meeting at 7:00 p.m. starting next month.

ADJOURNMENT

There being no further business, the meeting was adjourned.

EXPENDITURES

THE FOLLOWING EXPENDITURES
ARE SUBMITTED FOR YOUR
REVIEW BY JODY O'BRIEN,
TREASURER

NOVEMBER 18TH, 2020

BUDGET

THE FOLLOWING REPRESENTS
OUR BUDGET BALANCE AS OF
TODAY BY MATT CORDONNIER,
DIRECTOR

NOVEMBER 18TH, 2020

8) *OLD BUSINESS*

HANCOCK REGIONAL PLANNING COMMISSION

November 18th, 2020

9) NEW BUSINESS

10) COMMISSIONER'S REPORT

11) CITY REPORTS

12) VILLAGE REPORTS

13) TOWNSHIP REPORTS

