

**DELAWARE-MUNCIE METROPOLITAN PLAN COMMISSION
FEBRUARY 2024 REGULAR MONTHLY MEETING
AGENDA**

DATE: February 1, 2024

PLACE: Commissioners' Court Room
3rd Floor, Delaware County
Building

TIME: 6:00 P.M.

PLEDGE OF ALLEGIANCE:

ROLL CALL:

Nathaniel Carroll
Jerry Dishman
Shannon Henry

Teresa Hensley*
Jesse Landess
Michele Owen

Rickie Sipe
Christopher Smith
Allen Wiseley

Advisory Members

Tom Borchers

Justin Curly

Adam Leach

MINUTES: Consideration of the January, 2024 Regular Monthly Meeting minutes.

NEW BUSINESS:

BZA 04-24
Special Use

Jurisdiction: Board of Zoning Appeals

Being a public hearing on the matter of an application filed by **Delaware County Redevelopment Commission**, 100 West Main Street, Muncie, Indiana, requesting a special use under the terms of the Delaware County Comprehensive Zoning Ordinance to allow a charitable institution special use for a new transitional residential development on premises located at the southwest corner of Tillotson Avenue and Cornbread Road, Muncie, Indiana, as more accurately described in the application.

MPC 02-24Z

Jurisdiction: County Commissioners

Being a consideration of an appeal filed by **Cheryl Dawson**, 4214 West State Road 28, Muncie, Indiana, requesting a change in zone from the BV Variety Business Zone and the MHR Mobile Home Residence Zone to the F Farming Zone on premises located at 4214 West State Road 28, Hamilton Township, Delaware County, Indiana, as more accurately described in the application.

MPC 17-23S

Jurisdiction: Delaware-Muncie Metropolitan Plan Commission

Being a consideration of a preliminary plat for 2 lots in **Nixon Industrial Park** on premises located on the east side of Cowan Road, 720' south of Mount Pleasant Boulevard, Center Township, Delaware County, Indiana, as more accurately described in the application.

*Terms expiring; members serve until new appointments are made.

- MPC 19-23S Jurisdiction: Delaware-Muncie Metropolitan Plan Commission**
Being an automatic continuance of a consideration of a preliminary plat for 18 lots in **Dyer Family Cemetery** on premises located on the north side of Martin Street, adjacent to 20050 North Martin Street, Washington Township, Delaware County, Indiana, as more accurately described in the application.
- MPC 01-24A Jurisdiction: County Commissioners**
Being a consideration of a Resolution of Approval for the 2023 Zone Map Changes to the Official Zone Maps for Delaware County, Indiana.
- MPC 02-24A Jurisdiction: City Council**
Being a consideration of a Resolution of Approval for the 2023 Zone Map Changes to the Official Zone Maps for Muncie, Indiana.

LEGISLATIVE ACTION:

STAFF REPORT:

ADJOURNMENT:

**DELAWARE-MUNCIE METROPOLITAN PLAN COMMISSION
FEBRUARY 2024 REGULAR MONTHLY MEETING
MINUTES**

The Delaware-Muncie Metropolitan Plan Commission held its regular monthly meeting on Thursday, February 1, 2024, at 6:00 P.M., in the Commissioner's Court Room of the Delaware County Building, Muncie, Indiana. President Allen Wiseley called the meeting to order.

PLEDGE OF ALLEGIANCE:

Ms. Swackhamer called roll and the following members were present: Mr. Carroll, Mr. Dishman, Mr. Landess, Ms. Owen, Ms. Sipe, Mr. Smith, and Mr. Wiseley. Absent: Mr. Borchers, Mr. Curley, Mr. Henry, Ms. Hensley, and Mr. Leach. Also present: Mr. Murphy, attorney for the Board.

MINUTES:

Ms. Owen made a motion to approve the January, 2024 regular monthly meeting minutes. Mr. Carroll seconded the motion. Voting in favor: Mr. Carroll, Mr. Dishman, Ms. Owen, Ms. Sipe, Mr. Smith, and Mr. Wiseley. Voting against: None. Abstaining: Mr. Landess. Motion approved, January 2024 minutes approved.

NEW BUSINESS:

BZA 04-24 Special Use	Jurisdiction: Board of Zoning Appeals Being a public hearing on the matter of an application filed by Delaware County Redevelopment Commission , 100 West Main Street, Muncie, Indiana, requesting a special use under the terms of the Delaware County Comprehensive Zoning Ordinance to allow a charitable institution special use for a new transitional residential development on premises located at the southwest corner of Tillotson Avenue and Cornbread Road, Muncie, Indiana, as more accurately described in the application.
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John Brooke, representing the Delaware County Redevelopment Commission appeared. He stated that this was a request for the Isiah House to be on a property located at the southwest corner of Cornbread Road and Tillotson Avenue, and he would ask Ms. Vannice to explain more.

Kathy Vannice, Ashton Land Surveyor, 325 W. Washington Ave., Muncie, Indiana, appeared. She stated that they were asking for a Special Use in connection to placing a charitable institution on a property in the R1-Residence Zone. She stated that the use would be for the emergency placement of minors, either in foster care or with a family member, and would keep the children from being stuck in an office setting while waiting. She stated that this house would have 2 bedrooms, and did not actually qualify as a single family dwelling since they did not have true guardianship of the

children at that time. She stated that it the facility would have 2 bedrooms, 2 bathrooms, a kitchen and a game room in the facility.

Mr. Wiseley asked how long the children would be staying at the house.

Ms. Vannice stated that it would be about 24-48 hours, and that she would like to introduce Hannah Coffman who represents Isaiah 117 to answer more questions.

Hannah Coffman, 14585 N. CR 175 E, Eaton Indiana, appeared. She stated that when children are removed from a home, they currently go to the DCF Office and sometime wait days for placement, without a bed or a shower. She stated that this home would serve as that emergency location where they would be taken and that the caseworker would come with the child and help supervise. She stated that they would make sure that the child had everything they needed during that transition period with the help of volunteers. She stated that the children would not be in the home more than 72 hours based on the organization's standards, so during that time placement is being found, and they only took 1-2 cases at a time.

Mr. Wiseley asked if there would ever be more than 2 children at one time in the house.

Ms. Coffman stated that if there was a sibling group, there could be more at one time.

Mr. Wiseley asked if the only access would be from Tillotson Avenue and none from Cornbread Road.

Ms. Vannice stated that was correct. She stated that they were splitting the parcel along the City Limit line and that the only portion involved in the development was the southern part of the parcel.

Mr. Wiseley asked if they would be doing the full platting process.

Ms. Vannice stated yes.

Ms. Sipe stated that she felt this was a wonderful program and asked if they would be planning any additions in the future for more children.

Ms. Coffman stated no, that as an organization they wanted the environment to be home like, and would only be serving a few children at one time.

Ms. Sipe asked the Board if they understood how sad it was that the children would be held in an office while waiting placement.

No one appeared in opposition.

Ms. Swackhamer read an email from Bonnie Coffman regarding her support for the proposed development.

Mr. Landess asked how soon they would be able to be running.

Ms. Coffman stated that once they were through all of the hearings they had a construction team ready to begin. She stated that they had a contractors luncheon, and that much of the labor had been donated, and that their goal was to be operational by Christmas.

Mr. Brooke stated that the Delaware County Redevelopment Commission had made a \$200,000 pledge to help with construction.

Mr. Landess made a motion for a favorable recommendation for BZA 04-24 the appeal of the Delaware County Redevelopment Commission. Ms Sipe seconded the recommendation. Voting in favor: Mr. Carroll, Mr. Dishman, Mr. Landess, Ms. Owen, Ms. Sipe, Mr. Smith and Mr. Wiseley. Voting against: None. Motion carried, a favorable recommendation to be forwarded to the BZA for their February 29, 2024 meeting.

MPC 02-24Z Jurisdiction: County Commissioners

Being a consideration of an appeal filed by **Cheryl Dawson**, 4214 West State Road 28, Muncie, Indiana, requesting a change in zone from the BV Variety Business Zone and the MHR Mobile Home Residence Zone to the F Farming Zone on premises located at 4214 West State Road 28, Hamilton Township, Delaware County, Indiana, as more accurately described in the application.

Cheryl Dawson, 4214 W SR 28, Muncie, Indiana, appeared. She stated that she had filed the rezoning certain she wanted to change to the F Farming Zone. She stated that she had been speaking to an advisor trying to decide what direction she wanted to go with the property, and that he recommend she request a continuation. She stated that she apologized, but that she needed to give some more thought to what she wanted to do with the property.

Mr. Landess made a motion to continue MPC 02-24Z the appeal of Cheryl Dawson, to the next regular monthly meeting. Ms. Owen seconded the motion. Voting in favor: Mr. Carroll, Mr. Dishman, Mr. Landess, Ms. Owen, Ms. Sipe, Mr. Smith and Mr. Wiseley. Voting against: None. Motion carried, BZA 02-24Z continued to March 7, 2024.

MPC 17-23S Jurisdiction: Delaware-Muncie Metropolitan Plan Commission

Being a consideration of a preliminary plat for 2 lots in **Nixon Industrial Park** on premises located on the east side of Cowan Road, 720' south of Mount Pleasant Boulevard, Center Township, Delaware County, Indiana, as more accurately described in the application.

Bill Walters, Delaware County Economic Development, appeared. He stated that this was regarding future development for vendors such as CanPack and INOX and they had been working with the Plan Commission and Ashton Land Surveyor, and that Ms. Vannice was here to explain more details.

Kathy Vannice, 325 W. Washington St., Muncie, Indiana, appeared. She stated that this had been a 31 acre parcel and would be divided into 2 parcels resulting in a 16.79 and 11.44 acre lots. She

stated that since this was zoned in the Industrial Park, they would need to plat as full sized since the parcels would be less than 25 acres. She stated that this would be for 2 manufacturing developments, and that the division would leave the front parcel as the larger one, and that they did have enough room to meet all of the development standards.

Mr. Wiseley asked Ms. Swackhamer to go over the findings from the Subdivision Committee.

Ms. Swackhamer stated that Mr. Daniel had prepared a report for the Subdivision Committee that was reviewed at the meeting held on January 18, 2024, and that the Committee had made recommendations for changes. She stated that the revisions to the drawings included that; all the pages should be numbered in order and contain the subdivision name, section, township and range; that all signature dates be updated to 2024; that the building footprint of the post office be shown; that the road labeled as Nixon Blvd. be changed since that was a duplicate name; that all current property owners be reflected on the drawings; that the symbol for the corner markings be shown on the legend; and that the current site plans be labeled as preliminary. She stated that the committee also recommended that the plat restrictions specify that current and future owners will be responsible for maintenance of the retention pond, that the cul-de-sac be moved to the west to prevent any future issues with the railroad right-of-way, and that the plans on the west side of the site be listed as right-of-way rather than an easement.

Mr. Wiseley stated that it had been awhile since they had seen a preliminary plat, and asked if the Board should vote to approve with this list of conditions.

Mr. Daniel stated yes, and that the Board could add additional conditions.

Mr. Wiseley asked if they had made any progress with regards to those recommendations.

Ms. Vannice stated that they had resubmitted a corrected set of plans, and that they were on the agenda for the Drainage Board to have the ditch vacated.

No one in opposition.

Mr. Landess made a motion for a favorable recommendation for MPC 17-23S. Mr. Dishman seconded the motion. Voting in favor: Mr. Carroll, Mr., Dishman, Mr. Landess, Ms. Owen, Ms. Sipe, Mr. Smith and Mr. Wiseley. Voting against: None. Motion carried, MPC 17-23S approved.

MPC 19-23S

Jurisdiction: Delaware-Muncie Metropolitan Plan Commission

Being an automatic continuance of a consideration of a preliminary plat for 18 lots in **Dyer Family Cemetery** on premises located on the north side of Martin Street, adjacent to 20050 North Martin Street, Washington Township, Delaware County, Indiana, as more accurately described in the application.

MPC 01-24A Jurisdiction: County Commissioners

Being a consideration of a Resolution of Approval for the 2023 Zone Map Changes to the Official Zone Maps for Delaware County, Indiana.

Mr. Wiseley stated that this was something that was done each year for the City and County to adopt the updated zoning maps, and that there were 3 changes in the county last year.

Ms. Sipe made a motion to approve MPC 01-24A, the Official Zone Map changes for 2023 for Delaware County. Mr. Carroll seconded the motion. Voting in favor: Mr. Carroll, Mr. Dishman, Mr. Landess, Ms. Owen, Ms. Sipe, Mr. Smith and Mr. Wiseley. Voting against: None. Motion carried, MPC 01-24A approved.

MPC 02-24A Jurisdiction: City Council

Being a consideration of a Resolution of Approval for the 2023 Zone Map Changes to the Official Zone Maps for Muncie, Indiana.

Mr. Wiseley stated that the original map included in the packets had the colors reversed on the zoning, and that had been corrected.

Ms. Owen made a motion to approve MPC 02-24A, the Official Zone Map changes for 2023 for the City of Muncie. Mr. Smith seconded the motion. Voting in favor: Mr. Carroll, Mr. Dishman, Mr. Landess, Ms. Owen, Ms. Sipe, Mr. Smith and Mr. Wiseley. Voting against: None. Motion carried, MPC 02-24A approved.

LEGISLATIVE ACTION:

Ms. Swackhamer stated that BZA 01-24 the appeal of 3 Brothers Campus Properties to allow an accessory dwelling unit was approved by the Board of Zoning appeals and that they did include the recommended condition from this Board that the movie room not be converted to a bedroom in the future.

STAFF REPORT:

Ms. Swackhamer reported that there were 2 open positions in the Plan Commission and that they were currently posted and will remain so until they were filled. She stated that on the MPO side of the office, a final draft of the 20 year MTP, which was the long range plan, had been in draft form for 45 days on the website and that the final was submitted on January 24th, and they should find out if that was approved by February 7, 2024. She stated that this was a 20 year document, but that it was updated every 4 years. She stated that she attended the Muncie Action Plan community report presentation and was officially welcomed to that Board and will begin that service at the March Meeting.

Mr. Wiseley stated that there were several Boards to begin joining.

Ms. Swackhamer stated that the Village Review Committee was a 5-member committee established for the purpose of reviewing and approving all development plans in the Village. She stated that the membership is made up of 2 appointments from the Plan Commission, 1 from the Mayor, 1 from City Council and 1 from Ball State, all serving a 3 year term. She stated that Phil Tevis, who had served on the VRC since 2015, was up for reappointment by the Plan Commission, and that he had stated he would like to be reappointed.

Mr. Dishman made a motion to reappoint Mr. Tevis to the VRC. Mr. Smith seconded the motion. Voting in favor: Mr. Carroll, Mr. Dishman, Mr. Landess, Ms. Owen, Ms. Sipe, Mr. Smith and Mr. Wiseley. Voting against: None. Motion carried, Mr. Tevis reappointed to the VRC.

Ms. Swackhamer stated that the Plat Committee was a 5-member committee all appointed by the Plan Commission with at least 1 of those members being a Plan Commission Board member. She stated that Ms. Sipe had served as that member along with Adam Leach, City Engineer, Ella Pickett, Plat Room Deputy, Angie Moyer, County Engineer Office, and the 5th seat being shared by Tom Borchert, County Surveyor and John Anderson, Muncie Sanitary District depending on the location of the Plat. She stated that if Ms. Sipe would like to continue to serve on that committee, the Board could vote to approve those appointments for 2024.

Ms. Sipe stated that she would be happy to.

Mr. Wiseley stated that Ms. Pickett had only been placed as a voting member of the Plat Committee following the death of Ms. Moody, and that the Board could retain Ms. Pickett as a member, or switch that position back to Ms. Swackhamer as the Director, whichever made the most sense.

Ms. Swackhamer stated that Ms. Pickett should continue to serve as that voting member for the time being.

Mr. Dishman made a motion to approve the Plat Committee as stated. Mr. Smith seconded the motion. Voting in favor: Mr. Carroll, Mr. Dishman, Mr. Landess, Ms. Owen, Ms. Sipe, Mr. Smith and Mr. Wiseley. Voting against: None. Motion carried, Plat Committee approved for 2024.

ADJOURNMENT:

Allen Wiseley, President

Kylene Swackhamer, Secretary