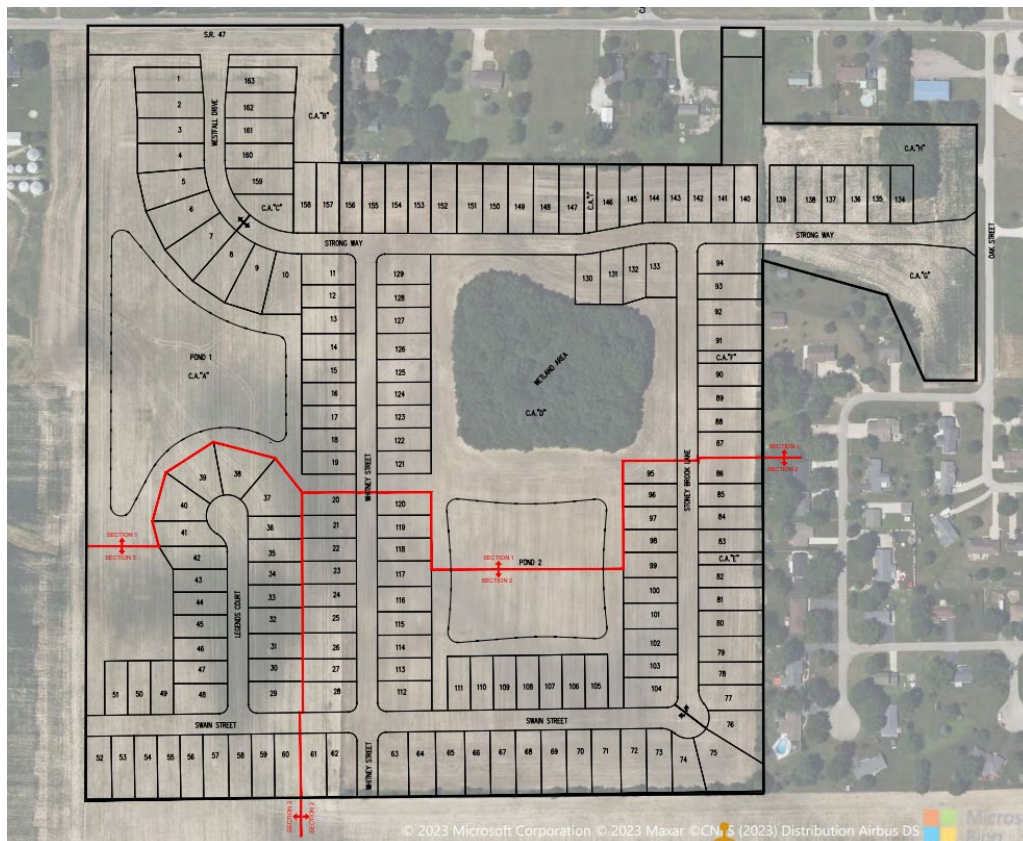


STAFF REPORT

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| APPLICATION NO: | PLAT-02-2023 | | |
| HEARING DATE: | Septmeber 11, 2023 | NEXT HEARING DATE: | October 9, 2023 |
| NEWSPAPER NOTICE PUBLISHED ON: | August 29, 2023 | NOTICES MAILED ON: | August 22, 2023 |
| SUBJECT: | Primary Plat review | | |
| LOCATION: | Westfall Place PUD (residential single family subdivision) | | |
| PETITIONER(S): | Arbor Homes, Inc.; Innovative Engineering & Consulting, Inc. | | |
| SUMMARY: | Commission to consider a Primary Plat for Westfall Place subdivision containing 66.5 acres and proposing 163 single family residential lots. | | |
| WAIVERS REQUESTED: | None | | |
| RECOMMENDATION: | Tentative Approval, waiting on the final review comments from some TAC members | | |
| PREPARED BY: | Oksana Polhuy, Planning Administrator | | |
| EXHIBITS: | Exhibit 1. Primary Plat Exhibit 2. TAC letters Exhibit 3. Responses to TAC letters | | |



PROCEDURE

What is Primary Plat?

Primary Plat is the preliminary drawings, indicating the proposed manner or layout of the subdivision to be submitted to the Plan Commission for approval. Primary Plat is the first step in the process of splitting the land into buildable lots and reserving rights-of-way, common areas and easements for public and private infrastructure, like roads, sidewalks, water/wastewater lines, community amenities, and so on. The approval of primary plat doesn't permit any construction activities yet, nor does it review the specifics of each development component (e.g., the material that the road is made off, or park's equipment). It merely approves the preliminary layout for the entire project.

Application Process

A Primary Plat shall be submitted to and reviewed by the Planning Administrator, reviewed by the Technical Advisory Committee, and reviewed and approved by the Plan Commission in a Public Hearing. The primary plat application was received on July 21st, 2023, TAC committee met on August 17, 2023, and the public hearing was scheduled for September 11, 2023. The applicant submitted revised plans and responses to TAC letters and comments discussed at the TAC meeting on August 31, 2023. Staff is waiting on the final review comments from the engineer on water/sewer part of the plat.

Application Decision

Per IC 36-7-4-701 (b), Planning Commission has exclusive control over approval of plats and replats (unless delegated to staff or Plat Committee). In Thorntown, the Plan Commission makes the final decision on primary plats.

In determining whether an application for approval of a primary plat of a subdivision shall be granted, the Plan Commission shall determine that the plat is in accordance with the principles and standards required in the Zoning Ordinance. Subchapters 152.50-152.55 as well as 152.70-81 contain subdivision regulations. In addition to this, lot design standards should meet the zoning standards of the Westfall Place PUD or the Residential zoning district, whichever applies. This staff report summarizes the standards checked for the primary plat and whether the applicant met them. If the applicant meets all standards, then the primary plat shall be approved.

Commitments

Per IC 36-7-4-702(c), the Plan Commission may request or allow a commitment to approving a primary plat as a condition to approving a waiver for this application. However, since no waivers have been requested and no areas for waiver requests have been found by staff, no conditions to approving this primary plat are recommended.

PROPOSAL

The project is located entirely within Westfall Place PUD, a zoning district, recently approved by the Thorntown Town Council on March 3, 2023 (ord. 03-2023; case # PUD-01-2022). The applicant is requesting approval of the primary plat (Exhibit 1) within a 66.5-acre Westfall Place PUD to create a 163-lot-subdivision for single-family residential use. The applicant is proposing to develop the subdivision in 3 phases.

ANALYSIS

One goal of this review is to agree on the overall layout of the subdivision so that the adequate amount of space is reserved for the lots, thoroughfares, and various utility easements. Another goal is to ensure that this development can be adequately served by the public utilities like water and sewer.

The table below summarizes standards that were reviewed and staff's conclusion as to whether the standards were met.

| Topic | Code Citation | Staff's Review Summary | Standard Met? |
|---------------------------|--|---|---|
| Adequet public facilities | §152.70.D.2 | <p>Streets: See more detailed comments under Transportation section.</p> <p>Water: the applicant shows easements for water utility installation and other <i>preliminary</i> water system components: pipes, fire hdyrants, valves, etc.</p> <p>Wastewater: the applicant shows easements for wastewater (sewer) installation. It also shows an addition to the current lift station by the Oak Street. While the town has the capacity to treat the sewage created by this subdivision and the pipes to carry additional sewage from the project site to the treatment facility, the existing lift station wouldn't be able to pump all of the sewage created by this proposed subdivision to the sewer treatment plant. The applicant is proposing an upgrade to the lift station.</p> | Waiting on the final review by the engineer |
| Block and Lot Layout | §152.72 Westfall Place PUD Ordinance | <p>Blocks</p> <p>All blocks meet the requirement of being under 800 feet long. The break in block sizes in some instances is met by following Thorntown's zoning code standards and in others by meeting the Westfall Place PUD's standard of providing a minimum 30-ft-wide easement between the lots that will eventually have the trees on them.</p> <p>Lots</p> <p>All lots meet the minimum lot area and width requirements per Westfall Place PUD. All lots abut on a street. The front setback building line of 25 feet is noted on all lots.</p> | Yes |
| Transportation | §152.73 | <p>Subdivison Connectivity</p> <p>Two entrances are provided to the subdivision: one from Oak street and one from SR 47.</p> <p>Internal Streets</p> <p>The proposed new streets provide adequet circulation and are designed according to TCO standards. There is only one cul-de-sac that is under the maximum permitted length. There are two street stubs provided on the southwest side of the subdivision to permit future connection to other development(s) should those be ever built.</p> <p>Thoroughfare Widths</p> <p>All streets and proposed ROW expansions along SR 47 and Oak Street meet Thoroughfare Plan width requirements. The width of the proposed new streets also meets the minimum 50-ft width.</p> <p>The applicant submitted a Traffic Analysis study to INDOT to check if the proposed acceleration and decelration lanes on the south side of SR 47 would suffice for the entrance/exit off of SR 47. INDOT found the findings in the Traffic Analysis study sufficient (Exhibit 2. TAC letters). The point of this study at this point is to check wether the decelaration/acceleration lanes at the entrance to the subdivision is an adequet way of entering and exiting the subdivision onto the State Road given the current traffic levels. For Primary Plat, it is important that the applicant devotes enough area along SR 47 to construct the roadway improvements.</p> <p>Sidewalks</p> <p>The proposed ROW space allows for a 5-ft-wide sidewalk on both sides of the street.</p> | Yes |

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| | | Local Street Cross-section <p>The general pattern and measurements of the features within the “typical street cross-section” like 1-ft sidewalk easement, 5-ft-wide sidewalk, 5-ft-wide green space between the sidewalk and the curb, 2-ft curbs, and the street itself match the Boone County’s standard drawings for the design of urban local streets. More detailed review of the street design will be conducted in the next permitting stages.</p> | |
| Drainage | §152.74 | <p>Boone County Surveyor is in charge of reviewing drainage (stormwater) plans. The majority of the review will happen at the next permitting stages. In the meantime, some comments were provided for <i>future</i> consideration in designing the stormwater flow (see Exhibit 2. TAC Letters, from CB Burke Engineering, and response to this letter in Exhibit 3).</p> <p>The distinct RDE (county-regulated Regulated Drainage Easement) and DE (drainage easement) areas are noted on the plat.</p> | Yes |
| Sewer facilities | §152.75 | <p>The applicant shows sewer facilities within the front yard’s utility easement that is at least 15 feet deep (20 feet on the plat). See TAC comments in Exhibit 2 and responses in Exhibit 3 for more details.</p> <p>Lift Station Upgrade</p> <p>While the town has the capacity to treat the sewage created by this subdivision and the pipes to carry additional sewage from the project site to the treatment facility, the existing lift station located on the west side of Oak Street wouldn’t be able to pump all of the sewage created by this proposed subdivision to the sewer treatment plant.</p> <p>The applicant is proposing an upgrade to the lift station.</p> | Waiting on the final review from the engineer |
| Water facilities | §152.76 | <p>The applicant is showing water infrastructure within utility and water easements throughout the entire project. See TAC comments in Exhibit 2 and responses in Exhibit 3 for more details.</p> <p>Northern Water Loop</p> <p>The engineer requested that the developer adds another water loop in the water system so that if one way of water entering the subdivision was down, there would be a second way for the water to enter the subdivision. The applicant provided additional water easements (WE) along the rear and side yards of a few northern lots and in the common areas as a way to create space for this loop. According to the engineer, this proposed design is more of an Alternative B that can work, but isn’t ideal.</p> <p>Alternative A is creating this loop from the existing water main south of SR 47 located within the project in Common Area H and running a water line west through the 4 residential lots along SR 47 until it connects back to the subdivision’s entrance water infrastructure. This alternative involves obtaining the permission from the four property owners along SR 47 to create this easement (which would be the south side of SR 47, easily accessible for repair crews from the road). This alternative is a better design and the applicant was open to this idea, but it requires additional leg work and time on town’s part to get the easement.</p> | Waiting on the final review from the engineer |

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| | | For the purpose of reviewing and approving the primary plat, Alternative B may work, subject to the final review of the revised plat by the engineer. | |
| Other utilities | §152.77 | 20-ft-deep utility easements are shown on the plat along the front yards of the lots for other kinds of utilities: electricity, gas, etc. Detailed plans for the kinds of additional utilities (gas, electric, etc.) will be reviewed at other permitting stages. | Yes |
| Preservation of existing natural areas and historic features | §152.78 | The wetland in the middle of the project is placed into a Common Area, showing the applicant's intent to preserve this area. | Yes |
| Street landscaping | §152.79 | An area between the sidewalks and the street curb is shown where street planting would go in the future. Detailed plans for street landscaping will be reviewed at other permitting stages. | Yes |
| Landscape buffer | §152.27.8 Westfall Place PUD Ordinance | PUDs are required to provide a 25-ft landscape buffer around the perimeter of the project. Per Westfall Place PUD's preliminary plan, such buffer shall be provided along the streets: Oak Street and SR 47. This buffer has been noted on the plat. Detailed plans for landscaping within the buffers will be reviewed at other permitting stages. | Yes |
| Easements | §152.81 | The ordinance requires minimum 15-ft-wide easements for utilities, which are shown on the preliminary plat. The ordinance permits 7.5-ft easements along the rear lot lines when the 15-ft-wide easement is split between the rear yards of the lots. | Yes |

CORRESPONDENCE

As of this writing, staff has not received written or verbal statements regarding this project from the interested parties.

RECOMMENDATIONS

The recommendation below is tentative, subject to the final comments from the engineer reviewing the revised plat's sewer and water.

Staff recommends APPROVAL of application PLAT-02-2023 because it meets the zoning standards of Thorntown Code of Ordinance and Westfall Place PUD.

MOTION OPTIONS

1. Motion to **approve** application PLAT-02-2023.
2. Motion to **deny** application PLAT-02-2023. (List reasons)
3. Motion to **continue** the review of the application PLAT-02-2023 until the next regular meeting on October 9, 2023 because... (list reasons).

Next Plan Commission meeting date(s): October 9, 2023.