

Minutes - Goshen Plan Commission  
Tuesday, November 21, 2017 - 4:00 pm  
Council Chambers, 111 E. Jefferson Street  
Goshen, Indiana

- I.** The meeting was called to order with the following members present: Rolando Ortiz, Jim McKee, Joe McCorkel, Leslie Biek, Aracelia Manriquez, James Wellington, and Connie Garber. Also present were City Planner Rhonda Yoder and Assistant City Attorney James Kolbus. Absent: Tom Holtzinger, John King
- II.** Approval of minutes of 6/20/17 – Wellington/Biek 7-0
- III.** The Zoning/Subdivision Ordinances and Official Staff Reports were unanimously filed into record: Wellington/McKee 7-0
- IV.** Postponements/Withdrawals: None
- V. PUD Minor Change and PUD Final Site Plan Approval** (not a public hearing)  
**17-01MI** – Geenen DeKock Properties IN, LLC, Harbor Freight Tools, and Permit Advisors request a PUD minor change to permit a building addition greater than 10% of the gross floor area, along with a parking lot reconfiguration and revised landscape plan. PUD final site plan approval is also requested. The subject property is generally located at 4430 Elkhart Road and is zoned Commercial B-3PUD.

*Staff Report:*

Ms. Yoder explained this is the former Walgreens site in County Home PUD. The Goshen Zoning Ordinance requires a minor change to a PUD to be reviewed by the Plan Commission if the addition to the structure is greater than 10%, but not exceeding 20%, of the gross floor area. Today's request is an increase of 14%. She explained the building addition is proposed along the west side of the existing building and meets setback requirements. No changes are proposed to the parking/driving aisles on the exterior of the property, but because the addition will extend into the parking lot on the west side of the building, reconfiguration of the parking lot will be required on that side. She noted the 2007 site plan is included in the packet so Commission members can see the changes. There are currently four rows of parking and the new plan will remove one row. Also proposed is striped parking at the rear (east side) of the building, which will add 15 parking spaces. She explained the 2007 site plan was approved with parking stall depth of 19' where 20' is required and the driving aisle was approved at 24'. The current site plan retains the 19' depth for existing spaces, but reconfigured spaces are proposed at 20' depth. She noted there are some areas where the 24' aisle width is not provided. Goshen Engineering has reviewed and noted that the 24' driving aisle width must be provided for two way traffic. She pointed out that a reduction in driving aisle width is a PUD major change and cannot be considered at this meeting because this request is for a PUD minor change. She noted there are some options which will allow them to meet the 24' required aisle width. Staff recommends they be permitted to continue the 19' stall depth for new and reconfigured parking spaces to match what is currently there. She also noted proposed parking spaces are well above what is required for the site so a reduction in parking spaces, if required, should not be an issue.

Ms. Yoder noted that site changes will result in the removal of some existing landscaping and new landscaping will be installed per an approved landscape plan. She noted that any dead trees on the site must also be replaced.

Staff recommends approval of the PUD minor change, along with granting PUD final site plan approval for the proposed building addition, parking lot reconfiguration and landscape plan. She stated the proposed changes meet the minor change guidelines, provided the parking lot reconfiguration is revised to meet the required minimum driving aisle width. Staff also recommends staff review of the revised site plan be permitted, provided no changes require Plan Commission review.

*Petitioner Presentation:*

Jim Evans, CEI Engineering, 4800 Sugar Grove Blvd, Stafford TX, spoke on behalf of the petitioner. He stated he is the civil engineer on the project and the parking lot changes are something they can easily address. He noted the changes will be ready for the technical review meeting next week.

Brian Mathews, ADA Architects, 17710 Detroit Avenue, Cleveland, OH, also spoke to the petition. He stated he is familiar with the staff recommendations and asked that approval be granted.

Mr. McKee stated he supports this request, but cautioned the petitioners about Goshen's restrictions on signage.

Ms. Yoder replied that the Planning Office has received inquiries regarding signage and the requirements will be provided to them.

Juan Alzamora, 5110 Pontigo Glen Drive, Plainfield, IL, also spoke to the petition. He stated he works for Harbor Freight and understands they must follow the regulations of the City. He noted they have parking lot sales with tents and banners, but will stay within restrictions of ordinance.

*Action:*

A motion was made and seconded, Wellington/McKee, to approve the minor change and to grant PUD final site plan approval, based upon the Staff Analysis and Recommendations. The motion passed unanimously by a vote of 7-0.

**VI.** Audience Items  
None

**VII.** Staff/Board Items

- *Elkhart and Goshen Bicycle & Pedestrian Master Plan – Report*

Ms. Biek stated the City of Goshen has been working with MACOG and the City of Elkhart to develop a master bike plan. A grant was received from the Indiana State Department of Health and after proposals were reviewed, Alta Planning and Design was selected to help develop the plan. Final comments are being revised and she anticipates presenting the final version at the next Plan Commission meeting and having MACOG available for any questions. She explained this will be added as an amendment to the City's Comprehensive Plan, following review by Commission members and approval by the City Council.

Ms. Biek explained a core committee, made up of Goshen City, Elkhart City, and MACOG employees, met with Alta. A steering committee was selected, comprised of bike advocates, Elkhart City and Goshen City employees, County representatives, Chamber representatives, the Visitor's Bureau, Goshen schools and the police, in the hopes of getting different views. Two public meetings were also held in Goshen and Elkhart for public input.

Ms. Yoder commented Ms. Biek's report today is to let Commission members know this will be coming before the Plan Commission soon and the approval process will be the same as when the Comprehensive Plan was adopted. A public hearing will be held at the Plan Commission meeting, with a recommendation to the City Council. She stated when the final draft is ready, it can be forwarded to Commission members prior to the meeting so they will have time to review. In order for the Plan Commission to have time to study the proposal, it is anticipated approval will take two meetings. She explained the Comprehensive Plan is an overall vision and this bicycle and pedestrian master plan is more comprehensive. She also noted one of the grant requirements is that it be adopted as part of the City's Comprehensive Plan.

- *Plan Commission Rules of Procedure – Update*

Ms. Yoder explained Staff is recommending a couple changes to the *Plan Commission Rules of Procedure*, noting the change is to the section regarding when applications with adverse decisions can be reheard by the Plan Commission. The current rules only address adverse decisions by Plan Commission, and do not include adverse

decisions by City Council for recommendations from Plan Commission. The proposed change would standardize to include City Council decisions. The current Rules also reference specific cases, but do not include all possible cases that the Plan Commission or Council could hear, and the change would provide a more general reference to cases so something is not excluded because it is not named.

*Action:*

A motion was made and seconded, Wellington/McCorkel, to accept amendment to the *Plan Commission Rules of Procedure* as presented. The motion passed unanimously by a vote of 7-0.

- *2018 Plan Commission and BZA Schedule – Approval*

Ms. Yoder presented the 2018 Plan Commission and BZA Schedule to Commission members for their approval.

*Action:*

A motion was made and seconded, McKee/Wellington, to approve the 2018 Plan Commission and BZA Schedule. The motion passed unanimously by a vote of 7-0.

- *Staff Review – Report*

Ms. Yoder reported that in May 2016 the Goshen City Council adopted amendments to the Zoning and Subdivision Ordinances which allowed Staff to review non-public hearing items on behalf of the Plan Commission. This includes PUD minor changes, PUD final site plans, and secondary subdivisions. Previously, these cases would have come before the Plan Commission, but can now be reviewed by Staff. She stated this has caused the cancellation of several Plan Commission meetings this year, but there are a lot of projects being reviewed by Staff, so cancellation of meetings doesn't mean that nothing is happening.

Mr. Wellington asked if Commission members can expect fewer meetings going forward.

Ms. Yoder responded there will likely be fewer meetings from years past, but there are applications that will be coming to the Commission at some point. She noted that many items reviewed by Staff on behalf of Plan Commission are reviewed in conjunction with Tech Review, and this process appears to be working well.

**VIII. Adjournment – 4:33 pm Wellington/McKee 7-0**

Respectfully Submitted:

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Lori Lipscomb, Recording Secretary

Approved By:

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Connie Garber, President

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Tom Holtzinger, Secretary