

Minutes - Goshen Plan Commission  
Tuesday, March 20, 2018 - 4:00 pm  
Council Chambers, 111 E. Jefferson Street  
Goshen, Indiana

**I.** The meeting was called to order with the following members present: Connie Garber, Jim McKee, Joe McCorkel, Leslie Biek, Rolando Ortiz, John King, James Wellington, Tom Holtzinger, and Aracelia Manriquez. Also present were City Planner Rhonda Yoder and Assistant City Attorney James Kolbus.

**II.** Approval of minutes of 2/20/18 – Holtzinger/Wellington 9-0

**III.** The Zoning/Subdivision Ordinances and Official Staff Reports were unanimously filed into record: Holtzinger/Wellington 9-0

**IV.** Postponements/Withdrawals  
None

**V. Major Industrial Subdivision, Secondary Approval** (not a public hearing)

**17-06SUB** – Supreme Corporation and Forest River Manufacturing, LLC, request secondary approval of a four-lot major industrial subdivision, Horn Southeast, generally located on the north side of East Kercher Road, west of Horn Ditch, east of and including Supreme Court, containing ± 34.81 acres, parts of the Southeast Quarter and Southwest Quarter of Section 24, Township 36 North, Range 6 East, Elkhart Township and zoned Industrial M-1 District.

*Staff Report:*

Ms. Yoder explained today's request is for secondary subdivision approval. Secondary approval shows the exact lot sizes, lot lines, easements, etc., and will also confirm that all conditions of primary approval have been met and that the plat conforms to primary approval. She explained once this has been confirmed, secondary approval shall be granted.

Primary approval of Horn Southeast Subdivision was granted by the Plan Commission on June 20, 2017. She explained secondary approval is generally the final step before recording the plat, but in this case Staff is asking the Plan Commission to approve with conditions so the required timeframe can be met for the infrastructure construction project. The subdivision includes a City bid project for the construction of the Supreme Court cul-de-sac. Approval is requested in order to keep this project moving forward.

She explained the M-1 requirements have been met, with the exception of developmental variances granted by the Board of Zoning Appeals, and noted those variances are listed in the Staff Report. She also gave a brief overview of the conditions that must be met before the plat may be accepted and recorded.

Staff recommendation is that secondary approval be granted, based upon Staff Analysis and with the required conditions.

*Petitioner Presentation:*

Philip Barker, 1002 Zollinger Road, Goshen spoke on behalf of the petitioner. He stated he prepared the plat and is waiting for the recording information for the easements. The other requirements have now been included.

*Audience Comments:*

There was no one to speak to the petition.

*Close public hearing*

*Staff Discussion:*

There was no discussion amongst Commission members.

*Action:*

A motion was made and seconded, Wellington/Holtzinger, to grant secondary approval for 17-06SUB, based upon the Staff Analysis and with the conditions listed in the Staff Report. The motion passed unanimously by a vote of 9-0.

**VI. Audience Items**

None

**VII. Staff/Board Items**

- *Co-Housing on the Goshen Millrace R-2 PUD, Request to Relax Completion Requirements for Release of Certificates of Occupancy*

Ms. Yoder explained the packets contain a request to relax the completion requirements for the Co-Housing on the Goshen Millrace R-2PUD for the certificates of occupancy (C of O). She reminded Commission members the final site plan was approved by the Commission in May, 2015 and conditions included the following requirements:

- Construction of the fire lanes shall begin at the time the first zoning clearance/building permit is issued for any lot along the Millrace Canal, and shall be completed before the first certificate of occupancy is issued for any lot along the Millrace Canal.
- Construction of the parking in both common spaces shall begin at the time the first zoning clearance/building permit is issued for any lot along the Millrace Canal, and shall be completed before the first certificate of occupancy is issued for any lot along the Millrace Canal.

She referred to the site plan provided in the packets and pointed out that lots 10-15 have no direct access to a street. These lots are all located along the Millrace Canal. The fire lanes shown in the hatched area of the site plan is the only access the fire department has to those properties. Staff pointed out it is a matter of public safety for the fire lanes to be completed before the houses are occupied.

She pointed out the common parking areas provide the required onsite parking for the housing units along the Millrace, so if left unfinished, the houses do not have the required parking. She stated no final building inspection has been completed, but it appears the attached single family structure on lots 10 and 11 will be the first to request a C of O. She stated we need confirmation that that fire lane has been installed, inspected and completed, along with completion of the south parking area, including striping and installation of parking lot landscaping.

Staff's recommendation is that there be no relaxing of the requirements related to the south portion where the first house is likely to be occupied, but that the completion requirements for the north end of the development could be delayed to require completion before the first C of O is issued for Lot 13, 14, or 15. She stated she feels it is reasonable for the north and south ends to be separated, but the completion requirements need to remain in place.

Ms. Garber asked if there is any accessibility to Lots 10 or 11.

Ms. Yoder replied that Lot 10 has a single car garage that accesses the property from the south, but there is no

other street access. She noted the fire lane is the only way for the fire department to access these properties and the fire department made concessions in this case, allowing the minimum fire lanes as shown. They also allowed grass pavers instead of hard surface.

Mr. Holtzinger asked if installation has started for the fire lanes.

Ms. Yoder responded that she does not know. She went on to say the south parking lot is installed, but the striping has not been added. She also noted the landscaping has not been installed.

Ms. Garber stated she understands the concerns of the new homeowners, but feels this is a safety concern for them.

Mr. McKee stated he feels three years is not in a timely manner and agrees that the fire department access needs to be installed, noting his opposition to this request if the access is not installed.

Ms. Yoder noted the fire lane is a public safety issue and completion of the common parking area fulfills the parking requirements. She explained completion of the fire lanes and common parking was included as a specific condition during PUD final site plan approval because it was out of the ordinary. This was done to make it clear to the developer what was required before occupancy. She went on to explain the idea was that the fire lanes and parking areas would be complete before the first C of O was issued. Once the infrastructure is in place, and all normal C of O requirements and inspections are met, the C of O may be issued.

*Action:*

A motion was made and seconded, Wellington/King, to require completion per the May 19, 2015, PUD final site plan approval for Co-Housing on the Goshen Millrace R-2PUD, noting staff exceptions. The motion passed unanimously by a vote of 9-0.

**VIII. Adjournment – 4:25 pm Wellington/King**

Respectfully Submitted:

---

Lori Lipscomb, Recording Secretary

Approved By:

---

Connie Garber, President

---

Tom Holtzinger, Secretary