

PUTNAM COUNTY PLAN COMMISSION MINUTES

The Putnam County Plan Commission met for its regular monthly meeting on December 8, 2021, at 6:30 p.m. in the Putnam County Courthouse, 1 West Washington Street, 1st Floor, Greencastle, IN 46135. Wendell Underwood called the meeting to order at 6:31 p.m. A roll call was taken to determine a quorum. The following members were present: Wendell Underwood, Jenna Nees, Kevin Scobee, Ken Heeke, Randy Bee, David Penturf, and Jay Alcorn. Eric Hayman, and Rick Woodall were not present. Also, present was Jim Ensley, County Attorney; and Lisa Zeiner, Plan Director. Audience present see attached sign in sheet.

REVIEW OF MINUTES

Wendell Underwood asked if the board had any corrections, additions, or other changes to the October 12, 2021, meeting minutes. There being no changes, corrections, or additions, Mr. Underwood asked for a motion.

Kevin Scobee made a motion to approve the October 12, 2021, minutes as presented.

Ken Heeke seconded the motion.

The October 12, 2021, minutes were approved as submitted with all in favor.

Mr. Underwood asked if the board had any corrections, additions, or other changes to the November 10, 2021, meeting minutes. There being no changes, corrections, or additions, Mr. Underwood asked for a motion.

Mr. Heeke made a motion to approve the November 10, 2021, minutes as presented.

Mr. Scobee seconded the motion.

The November 10, 2021, minutes were approved as submitted with all in favor.

OLD BUSINESS: No old business.

NEW BUSINESS:

2021-PC-46: JOSH AMIS – CONSERVATION SUBDIVISION: Three (3) buildable lots consisting of 2.3 acres (lots 1), 3.7 acres (lot 2), 4.0 acres (lot 3), with 56.98 acres in conservation; Zoned A1; Washington Township; 13/13N/5W (6359 S CR 375 W Greencastle).

Greg Williams, ASA Land Surveying, approached the board on behalf of the petitioner. Mr. Williams stated that the proposal was for a three-lot conservation subdivision. Mr. Williams explained that lot one (1) contained an existing dwelling with two barns and a septic. Mr. Williams stated that 85% of the total acreage would be conserved.

Mr. Underwood asked if this proposal meet all the requirements.

Lisa Zeiner stated that the proposal meets the requirements of the Zoning Ordinance. Mrs. Zeiner stated that only one person came in the office to review the plat and he stated that he did not have any concerns or issues with the proposal.

Mr. Underwood asked if any letters for or against had been submitted.

Mrs. Zeiner stated that no letters had been submitted.

David Penturf asked if this was the preliminary plat.

Mr. Williams stated that it was.

Mr. Penturf asked if a final plat would be approved by the Plan Commission.

Mr. Williams stated that in the past, if there were no changes to the preliminary plat approval, it was taken to the final plat without another meeting. Mr. Williams explained that the Goodin Conservation and the Poole Conservation Plats were more complicated.

Mr. Penturf stated that a final plat needs to be approved.

Mr. Williams asked if the final would have to be advertised again.

Jim Ensley asked when the final would be ready.

Mr. Williams stated that he was not sure as he had received a phone call stating that the owner may just sell off the existing dwelling and leave the rest instead of doing the conservation subdivision.

Mr. Ensley explained that anyone who received notice and had any concerns about the development would be at the meeting tonight. Mr. Ensley stated that notices would need to be sent out again.

Mr. Underwood explained that not every petitioner comes in as an advertised plat like this one.

Mr. Williams explained that he has been bringing preliminary plats before the board instead of finals in case the owner/developer had changes and to get feedback from the board before the final plat.

Mr. Underwood stated that the approval would be only for what is presented. Mr. Underwood asked what would happen if nothing changed between the preliminary and final plat, would it still come before the board.

Mr. Penturf stated that someone would have to look at it.

Mrs. Zeiner explained that what typically happens in other counties is a preliminary plat is reviewed by the technical review committee then presented to the Plan Commission; the Plan Commission either approves it, recommends changes, or whatever, then the final plat is done and goes before the technical committee and the plan commission as a non-public hearing. Mrs. Zeiner stated it would not be advertised, but there would be a meeting for approval, then moves on to the Commissioners.

Mr. Ensley stated that anyone has issues with the plat they should be at the meeting, unless it substantially changes, then it goes to the technical review committee and then it would need to be advertised again.

Mr. Underwood state that consistency is important, there should be some framework to this.

Mrs. Zeiner stated that the zoning ordinance says that a preliminary and final. Mrs. Zeiner explained that since this board is an advisory board, the commissioners have final say regardless of whether the board approves it or denies it.

Mr. Scobee asked what would be preferred.

Mrs. Zeiner stated that a preliminary form is great, but a final plat would also have to be done since that is what gets recorded. Mrs. Zeiner explained that if nothing changes, then it would be presented to the board with no changes, the board signs the final plat then it goes to the commissioners. Mrs. Zeiner explained that the Subdivision Control Ordinance would have to be followed.

Randy Bee asked if the final proposal is presented to this board before it goes to the commissioners.

Mrs. Zeiner stated that the Plan Commission has to sign the plat before the Commissioners will approve it.

Mr. Bee asked if the board disapproved of the preliminary what would happen.

Mrs. Zeiner stated that any revisions that the board suggests would have to be made, then it would be brought back to the board.

Mr. Bee asked if no recommendations other than what is presented, the final plat would have to be submitted, then presented to the board.

Mrs. Zeiner stated that was correct.

Mr. Ensley stated that if changes are not made, it would just need signed off on.

Mr. Underwood stated that this is being presented as a preliminary, if it was presented as a final, it would just move forward.

Mrs. Zeiner stated that the preliminary and final could be done at the same meeting.

Mr. Williams asked that if he had something that was more set-in stone, he could do a preliminary and a final.

Mrs. Zeiner stated that it could be done in one meeting.

Mr. Scobee stated that this one is different than the ones in the past. Mr. Scobee explained that this one has road frontage for the lots.

Mr. Williams stated that there are conservation subdivisions without road frontage.

Mrs. Zeiner stated that this is the first one to have road frontage.

Mr. Ensley explained that conservation subdivisions are a way around the road frontage requirements.

Mr. Williams stated that the board of health was not at the technical review meeting.

Mrs. Zeiner stated that a letter was submitted by the health department that reads: "Lot 1 – according to the preliminary plat provided by ASA Land Surveying, there is an existing dwelling and two outbuildings located on the lot. The septic system located is also noted on the plat. The septic system would need to be at least five feet from any property line. Lots two (2) and three (3) – While there is potential for a septic system, this letter does not serve as a guarantee. Several factors would need to be addressed such as the location of the new single-family dwelling and the suitability of soils. The size of the system is determined by the soils and the number of bedrooms. The proposed septic system must be at least fifty feet from the well, five feet from property lines, and fifty feet from the

pond crossing this lot. A registered soil scientist would need to take samples in the areas set aside for the septic system (primary and secondary) to be able to determine the suitability of a septic system.”

Mr. Underwood asked where the pond was located.

Mr. Williams stated that the pond was on the east side of lot two.

Jenna Nees made a motion to approve the preliminary plat for 2021-PC-46: Josh Amis Conservation Subdivision as submitted provided that the final plat is brought back to this board.

Mr. Bee seconded the motion.

2021-PC-46: JOSH AMIS – CONSERVATION SUBDIVISION was approved provided that the final plat is brought back to this board with all in favor.

DISCUSSION ONLY - Proposal from Greg Williams to change the A1 development Standards minimum acreage from five (5) acres to two and half (2.5) acres for parcels with an existing dwelling AND parcels to be developed with special consideration given for reduction of parcel size and road frontage, physical obstruction, with health department approval of septic system. Road frontages change from 350 feet to fifty (50) feet and allow for an easement of fifty (50) feet for parcels that are being split from farm ground to preserve farm fields.

Greg Williams, ASA Land Surveying, approached the board. Mr. Williams explained that the lot sizes and frontages need to be investigated. Mr. Williams stated that ordinances need to be more user friendly to the residents of Putnam County. Mr. Williams explained that Putnam County needed to be more in line with the surrounding counties. Mr. Williams stated that when clients come into his office, it is hard to give them an answer because they would have to go to the BZA to get approval and there is no guarantee that it would pass. Mr. Williams explained that having the conservation subdivisions allows for reduced lot sizes as long as nothing is built in the conservation area. Mr. Williams stated five acres is overkill. Mr. Williams explained that Farm Bureau gave a recommendation several years ago that was nowhere near the five (5) acres that the ordinance states. Mr. Williams stated making revisions need to move forward.

Mr. Bee stated that the original ordinance the minimum acreage was ten.

Mr. Williams explained that the ten-acre rule was to stop development, but that did not happen; so, the acreage was changed to five. Mr. Williams stated that farmland is not being preserved, it is being wasted.

Mr. Underwood agreed that the ordinance was archaic.

Mr. Williams stated that he was not an engineer and could not design a septic system, but five (5) acres is not needed to put two septic systems on the property. Mr. Williams stated that septic system advancement allows for smaller areas.

Mr. Ensley stated that there is a stipulation in the ordinance that states “or enough for a primary and backup septic system”. Mr. Ensley explained that it is an either-or situation. Mr. Ensley stated that is a function of the Comprehensive Plan. Mr. Ensley explained that when the Comprehensive Plan is revised, everyone from the community would be involved from Farm Bureau to farmers, to developers, etc. Mr. Ensley continued to explain that these committees would come up with a workable figure as to what is the right acreage for each district.

Mr. Bee stated that Mr. Woodall was going to find money to redo the comprehensive plan.

Mr. Ensley stated that almost two years ago, before COVID hit, interviews were being done to find a company to complete a Comprehensive Plan. Mr. Ensley explained that grant money that was to be used, put the project on hold because of the number of open grants in the county.

Mr. Underwood stated that the VanBibber grant had to be closed out before grant filing could be done.

Mr. Ensley stated that if money could be found without using grant money we could move forward.

Mr. Bee stated that before any changes are made, a Comprehensive Plan update is needed.

Mr. Underwood stated that instead of revising everything, what options do people have.

Mr. Ensley stated that if there was enough acreage a conservation subdivision would be the best option. Mr. Ensley explained that otherwise a development standards variance would have to be sought.

Mr. Williams stated that the wording for obtaining a variance. Mr. Williams explained that he thought by changing the wording would make a difference, but it did not. Mr. Williams stated that he brought a proposal before the BZA for a reduction in the acreage from three acres to 2.7 acres that was finally approved, but it was hit or miss on if it would get approved.

Mr. Roger Azar, Deckard Engineering, approached the board. Mr. Azar stated that from experience in Marion County and Boone County, the lot size is determined by the location of the house, the square footage of the dwelling, the well location, the primary septic system, and back up septic system. Mr. Azar explained that the plan goes to the health department, who looks at the topography and determines if two septic systems will fit on the site.

Mr. Ensley stated that a minimum acreage that is subject to approval.

Lisa Zeiner stated that the health department would not approve anything unless soil reports are submitted.

Mr. Williams asked Mr. Azar if Boone and Marion had road frontage requirements.

Mr. Azar stated that he did not know the exact requirements for Boone County. Mr. Azar explained that in Marion County the Road frontage is sixty-five feet.

Mr. Williams stated that within the two-mile fringe of Greencastle the road frontage is seventy-five feet.

Mr. Azar stated that in Marion County for a dwelling outside the city limits the minimum is one acre for a house, well, and septic system.

Mr. Bee asked if there was any way we could push the commissioners on the Comprehensive Plan.

Mr. Ensley stated that he could make it a priority. Mr. Ensley explained that the Commissioners are looking to have someone manage the American Rescue Plan Act because it has become too much.

Mr. Ensley stated that the Commissioner's focus has changed because of COVID.

Mrs. Zeiner stated that there was a law that was in the process for a grant that was specifically for zoning reform.

Mr. Scobee stated that he would like to see the five acres revised. Mr. Scobee explained that Henricks County's requirements are fifty feet of road frontage and 1.5 acres. Mr. Scobee stated that perhaps our ordinance should be 2 to 2.5 acres with 200 feet of road frontage.

Mr. Penturf stated that would be like the homestead variance.

Mr. Scobee stated that it would be more in line with the homestead variance.

Mr. Penturf stated that someone could build a dwelling on fifty acres, then split off the dwelling with three (3) acres and two hundred feet of road frontage.

Mr. Scobee stated that 2.5 acres is plenty of room for a dwelling, a well, a primary and back up septic system, plus have room for a mini farm for 4H animals. Mr. Scobee explained that something needs to be done.

Mr. Williams stated that two hundred feet of road frontage was a lot, especially if the homesite is six hundred feet off the road in the woods. Mr. Williams suggested fifty feet of frontage.

Mr. Scobee stated that those are two issues that need to be tackled with or without a comprehensive plan.

Mr. Azar stated that if someone buys property deep in the woods, the fifty foot would be the road access because you cannot land lock property.

Mr. Williams stated that owning the fifty-foot strip would be better than granting an easement.

Mr. Scobee stated that if a fifty-foot strip was granted, then would the lot size be 2.5 acres.

Mr. Williams stated that the fifty-foot strip would be counted as part of the acreage. Mr. Williams explained that a stipulation could be place that the 2.5 acre is the building lot not the access to get back to it.

Mr. Scobee stated that it is something that needs to be discussed and addressed. Mr. Scobee explained that we needed to be more in line with surrounding counties.

Mr. Penturf stated it would be like a homestead variance. Mr. Penturf explained that you cannot always have two hundred feet of road frontage.

Mr. Williams asked if some type of wording could be added that if the two hundred feet is obstructed by a creek, a natural landmark, wood line, tillable field, or property owners, and only have eighty-five feet of frontage, to make it easier for the BZA to grant variances of road frontage.

Mr. Underwood asked what the next step is should be and what direction do we move in.

Mr. Alcorn stated that there was not anything worse than a five- or ten-acre parcel that someone does not or cannot maintain. Mr. Alcorn explained that with the topography of the county, you cannot cookie cutter everything. Mr. Alcorn stated that there are places that have fifty feet of access at the road with a nice setting for a home, so there will always need to be a need for variances.

Mr. Underwood suggested breaking down into components instead of making it one stream of thought.

Mr. Azar suggested looking at it two different ways, one being egress/ingress being the road frontage the other being the minimum lot width road frontage requirement. Mr. Azar explained that if you are looking at 2.5 acres at 200-foot road frontage is 400-foot-long rectangle. Mr. Azar stated that there has to be exceptions for the 200 feet, especially if the property is on a curve.

Mr. Scobee stated that the first thing is reducing the lot size then the frontage with verbiage for when it does not conform due to landscape (i.e., creek, ravine, etc.)

Mrs. Zeiner stated that an example would be that the building lot size of 2.5 acres with road frontage of 200 feet or fifty feet for parcels back off the road.

Mr. Penturf stated that you would have to define how far back the fifty (50) feet would be.

Mrs. Nees stated that 2.50 acres is a nice compromise because we have consistently gone from 20 acres to 10 acres to 5 acres. Mrs. Nees stated the road frontage should be decreased also, to 200 feet.

Mr. Scobee stated that if you have two hundred feet of road frontage and two acres it does create a narrow deep lot.

Mrs. Zeiner suggested having a width to depth ratio.

Mr. Penturf stated that the width to depth ratio was tried in the past, but it was never looked at.

Mr. Azar suggested to look at other surrounding counties to see what their requirements are that could be adopted in Putnam County.

Mrs. Zeiner stated that road frontage could be contingent on the type of road (i.e., local, collector, major arterial, etc.)

Mr. Underwood asked if that was something that could be gathered.

Mrs. Zeiner stated that she could research other countries requirements.

Mr. Alcorn asked if Mr. Williams clients were frustrated because they did not want to buy that many acres.

Mr. Williams stated that it was mostly farmers who were calling to ask about splitting off ground for their sister or son who wants to buy the old farmhouse and the farmer does not want to give up any tillable land. Mr. Williams explained that his clients get upset when he tells them they must have five acres and 350 feet of road frontage. Mr. Williams stated that they back out of splitting off the farmhouse with the yard.

Mr. Underwood stated that this has been a topic of conversation for the last five years that he has been on the board.

Mr. Williams asked what the next step would be.

Mrs. Zeiner stated that she would research other counties to include Montgomery County, Hendricks County, Morgan County, and Fountain County.

Mr. Williams suggested also checking Vigo County requirements.

Mr. Underwood suggested Davis County.

Mr. Scobee suggested Tippecanoe County.

Mr. Azar stated that he believes he has those counties ordinances at his office that he could share.

It was agreed by the Board that more research was needed and that the issue of the lot size and road frontage requirements be tabled until the January meeting.

SOLAR AND WIND ENERGY SYSTEM ORDINANCE: An Ordinance to regulate solar and wind energy systems in Putnam County.

Mrs. Zeiner stated that the current solar and wind energy ordinance simply states that they are allowed in any zoning district with a special exception. Mrs. Zeiner explained that knowing solar and wind is coming to Putnam County, a more detailed ordinance was needed. Mrs. Zeiner stated that she had participated in a webinar on wind and solar ordinances and drafted the ordinance based on Davies County's Ordinance and the model ordinance created by Purdue University. Mrs. Zeiner explained that for commercial applications, a special exception would still be needed from the BZA; it would also come before this board for review of the design process, which would include the reflection reduction. Mrs. Zeiner stated that there are also provisions in the ordinance that would require the contractor to put money in escrow for decommissioning if the developer left town or went out of business.

Mr. Underwood asked if the county wanted this ordinance.

Mrs. Zeiner stated that Mr. Woodall was working on an ordinance, and I told him I would do the ordinance. Mrs. Zeiner explained that a few months ago she had a meeting with a company who is looking at installing a solar farm in the northwestern part of the Putnam County and the southwestern part of Montgomery County.

Mr. Bee asked if it was around Russellville.

Mrs. Zeiner stated that was the area they were looking at.

Mr. Scobee stated that he thought that was in Parke County.

Mrs. Zeiner stated that most of the project is in Montgomery County. Mrs. Zeiner explained that the farmers in the area have been approached for leasing of the ground.

Mr. Azar stated that he is the zoning administrator for Fountain County and that he was review a 2,000-acre solar field that is proposed in Fountain County. Mr. Azar explained that he had checklists and zoning rules that he would be willing to share with Putnam County. Mr. Azar stated that the power company had secured 2,000 acres from farmers for \$2,000 an acre per year.

Mr. Scobee asked if everything that was needed is in the ordinance.

Mrs. Zeiner stated that she was confident that everything that is needed was included in the ordinance. Mrs. Zeiner explained that she had read through everything to make sure everything was included. Mrs. Zeiner stated that Mr. Ensley had review the ordinance as well. Mrs. Zeiner stated that Mr. Ensley was concerned that there was something in place for decommissioning. Mrs. Zeiner explained that there was a section for decommissioning and making sure money was put in escrow.

Mr. Scobee asked how the money put in escrow would be determined.

Mr. Heeke stated that the amount placed in escrow would be the estimated cost of removal and restoration plus 20% for unforeseen expenses.

Mrs. Zeiner stated that it would be the total cost of the removal and restoration, to put the property back the way it was, plus 20% of that amount.

Mr. Azar asked for a copy of the ordinance since Fountain County did not have anything for decommissioning.

Mr. Scobee was concerned that the 20% may not be enough.

Mr. Azar stated that you can do a future cost of money analysis by taking today's money and the lease with interest to determine what the escrow would be.

Mr. Underwood asked if a motion was needed or if this was just for discussion.

Mrs. Zeiner stated she was looking for discussion, if the board was good with the ordinance, then a motion to forward it on to the Commissioners, or continuance if the board wanted more time to review the ordinance. Mrs. Zeiner explained that it was something that needed to be done soon, but not necessarily tonight.

Mr. Penturf asked if the ordinance was drafted verbatim from another ordinance.

Mrs. Zeiner stated that the ordinance she was drafted was tweaked from the model ordinance and Dearborn County's Ordinance.

Mr. Scobee asked if a public notice had been published for the ordinance.

Mrs. Zeiner stated that she did put a notice in the Banner as required by law.

Mr. Scobee asked if this was continued would another public notice be required.

Mr. Williams stated that if someone was going to complain they would be at the meeting.

Mrs. Zeiner stated that a legal notice in the paper was all that was required. Mrs. Zeiner explained that an article could be done in the paper if the board chose.

Mr. Bee stated that he had read the ordinance twice, and it looks pretty tight. Mr. Bee explained that with Jim looking at it, it does not need to go any further. Mr. Bee made a motion to approve the **Solar and Wind Energy Ordinance** as presented.

Mr. Penturf seconded the motion.

SOLAR AND WIND ENERGY SYSTEM ORDINANCE passed as presented with all in favor.

DEVELOPMENT PLAN REVIEW ORDINANCE: An ordinance to add provisions for review and approval of development plans for commercial, industrial, non-residential subdivisions, projects involving planned unit developments, RV parks/campgrounds, Solar energy systems-commercial, and commercial wind energy conservation systems.

Mrs. Zeiner explained that if a commercial project came before the board for rezoning, like the one last month, and got approval then the developer could begin construction with no further review of drainage, development plan, etc. Mrs. Zeiner stated that they would just get a building permit to build the structure. Mrs. Zeiner explained that any type of development that would require approval from the BZA (i.e., RV

Parks) or approval of larger subdivisions from this board, once they are approved that is it, they can begin construction. Mrs. Zeiner stated that there is nothing in place for review of the required infrastructure that goes into these types of development. Mrs. Zeiner explained that this ordinance would require review of engineering design and infrastructure of the development including drainage, sediment, and erosion control measures.

Mr. Underwood stated that these are the things that would be included with an updated comprehensive plan and zoning ordinance.

Mrs. Zeiner agreed. Mrs. Zeiner stated that she was not sure why this was left out when the Zoning Ordinance and Subdivision Control Ordinance was originally drafted.

Mr. Azar stated that this ordinance was be a benefit to the designers. Mr. Azar explained that he has a project going before the BZA and that board is requesting the design standards. Mr. Azar stated that those standards cannot be provided until he had the rules.

Mr. Underwood stated that it makes the development more complete.

Mrs. Zeiner stated that the design of the RV park is going to be substantial for the developer and he cannot get a loan from the bank because he cannot get the special exception approval without the design. Mrs. Zeiner explained that the BZA should only be looking at whether the development should be granted the special exception, the plan commission should be looking at the design elements.

Mr. Williams stated that if an engineer comes in with a plan that has drainage and infrastructure, does this board review all of that, without having an engineer on the board.

Mrs. Zeiner stated that it would have to go before the drainage board. Mrs. Zeiner explained that the drainage board is the County Commissioners, and they are not engineers. Mrs. Zeiner stated that an engineer may have to be hired to review the drainage calculations for the project.

Mr. Azar explained that he is the review engineer for Parke County. Mr. Azar stated that it would be a subcontract with an engineering firm through the application fee. Mr. Azar gave an example of the engineering fee of \$100 an hour per review and it takes five hours to review, the application fee would be \$500.

Mr. Underwood stated that fees were not included in the proposed ordinance.

Mrs. Zeiner stated that they were not as that was a point that needed discussion with this board on what those fees would be. Mrs. Zeiner explained that the City of Greencastle has hired Civil Engineering to do their reviews.

Mr. Underwood stated that the application fee should be included in the ordinance.

Mrs. Zeiner stated that it could be added once the board determines what those fees are.

Mr. Scobee asked once if a \$500 application fee, was enough for everything.

Mrs. Zeiner stated that the engineering fees plus the application fee. Mrs. Zeiner explained that a minor plat is \$300 plus \$20 per lot so a development plan review would be \$200 plus x number of dollars per acre plus the engineering fee or a flat fee of \$200 plus the engineering fees.

Mr. Azar stated that the city of Crawfordsville had a good example of fees. Mr. Azar suggested looking at their fee schedule.

Mr. Underwood requested adding the fees into the ordinance then revisit this in January.

Mr. Bee stated that he feels that this is still just patch work. Mr. Bee made a motion to continue the **DEVELOPMENT PLAN REVIEW ORDINANCE** to the January meeting.

Mr. Heeke seconded the motion.

DEVELOPMENT PLAN REVIEW ORDINANCE was continued to the January meeting with all in favor.

Mrs. Zeiner stated that the approval of the 2022 meeting dates still needed to be done.

Mr. Underwood asked if the same pattern was being followed, with the meeting being on the 2nd Wednesday of the month.

Mrs. Zeiner stated that the dates were in line with the Rules of Procedures.

Mr. Penturf asked Mr. Williams if the proposed dates gave him enough time to get notices out.

Mr. Williams stated that it did get tricky on getting the ad in the paper after the Technical Review Meeting.

Mrs. Zeiner stated that the advertisement should go in the paper as soon as possible. Mrs. Zeiner explained that even if the project is continued the notice had been placed in the paper as required.

Mr. Williams asked if he needed to wait until the technical review meeting.

Mrs. Zeiner that it was not necessary to wait until after the technical review meeting to publish the notice in the paper or send the notice to surrounding property owners.

Mr. Underwood asked if a motion was needed for the dates.

Mrs. Zeiner stated she needed a motion.

Mr. Heeke made a motion to approve the 2022 meeting dates as presented.

Mrs. Nees seconded the motion.

2022 meeting dates was approved as submitted with all in favor.

There being no other business, Mr. Bee made a motion to adjourn the meeting.

Mr. Heeke seconded the motion.

Meeting adjourned at 7:44 p.m.

Minutes approved on the 13th day of April 2022
Wendell Underwood 2021.

EBC03CC33BC449F
Wendell Underwood, President

PUTNAM COUNTY PLANNING COMMISSION
1 Courthouse Square
GREENCASTLE, IN 46135
(765) 301-9108

DATE: December 8, 2021

TIME: 6:30 P.M.

PLACE: 1 W. Washington St, 1st Floor, Greencastle

NEXT MEETING DATE: January 12, 2022

A G E N D A

- 1. CALL TO ORDER**
- 2. ROLL CALL DETERMINATION OF QUORUM**
- 3. REVIEW OF MINUTES** – October 12, 2021, and November 10, 2021
- 4. REVIEW AND APPROVAL OF 2022 MEETING DATES**
- 5. OLD BUSINESS: - NONE**
- 6. NEW BUSINESS:**
 - a. **2021-PC-46: JOSH AMIS – CONSERVATION SUBDIVISION:** 3 buildable lots consisting of 2.3 acres (lot 1), 3.7 acres (lot 2), and 4.0 acres (lot 3) with 56.98 acres in conservation; Zoned A1; Washington Township; 13/13N/5W (6359 S CR 375 W Greencastle)
 - b. **DISCUSSION ONLY** – Proposal from Greg Williams to change minimum acre from 5 acres to 2.5 acre for parcels with an existing dwelling AND parcels to be developed with special consideration given for reduction of parcel size and road frontage, physical obstruction (creeks, wood line, farm ground, adjoining property lines, etc.) with Health Department approval of septic system. Road frontage change from 350 feet to 50 feet and allow for an easement of 50 feet for parcels that are being split from farm ground to preserve farm fields.
 - c. **Solar and Wind Energy System Ordinance:** An ordinance to regulate solar and wind energy systems in Putnam County.
 - d. **Development Plan Review Ordinance:** An ordinance to add provisions for review and approval of development plans for commercial, industrial, non-residential subdivisions, projects involving planned unit developments, RV parks/campgrounds, Solar energy systems-commercial, and commercial wind energy conversion systems.
- 7. REPORTS**
- 8. ADJOURNMENT**

PUTNAM COUNTY PLAN COMMISSION

December 8, 2021

SIGN IN SHEET

PLEASE PRINT CLEARLY

NAME	ADDRESS
ROGER AZAR DES ENGINEERING	214 E. MAIN ST. CRAWFORDSVILLE, IN 47933



Putnam County
Building & Planning Department
 1 Courthouse Square 4th Floor Room 46
 Greencastle, IN 46135
 (765) 301-9108

Approved

PLAN COMMISSION 2022 CALENDAR

MEETING DATE	APPLICATION DEADLINE	TECHNICAL REVIEW MEETING	NOTIFICATION DEADLINE
01/12/2022	12/13/2021	12/29/2021	12/31/2021
02/09/2022	01/10/2022	01/25/2022	01/30/2022
03/09/2021	02/09/2021	02/22/2022	02/27/2022
04/13/2021	03/14/2021	03/29/2022	04/03/2022
05/11/2022	04/11/2022	04/26/2022	05/01/2022
06/08/2021	05/09/2022	05/24/2022	05/29/2022
07/13/2021	06/13/2022	06/28/2022	07/03/2022
08/10/2022	07/11/2022	07/26/2022	07/31/2022
09/14/2022	08/15/2022	08/30/2022	09/04/2022
10/12/2022	09/12/2022	09/27/2022	10/02/2022
11/09/2022	10/11/2022*	10/25/2022	10/31/2022
12/14/2022	11/14/2022	11/29/2022	12/04/2022

***Date adjust due to holiday falling on original date**

All required forms must be typed and completed (forms are available in the Plan Commission Office)

Every petitioner must comply with all deadlines

The petitioner and/or agent needs to be in attendance at the scheduled meeting date

Plan Commission meetings are at 6:30 p.m. in the Commissioner's Room of the Putnam County Courthouse

Technical Review Meetings are at 9:00 a.m. in the Commissioner's Room of the Putnam County Courthouse



Public Health
Prevent. Promote. Protect.

Putnam County Health Department

1542 S. Bloomington Street, Suite 1500

P.O. Box 507

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www.putnamhealthindiana.org

November 22, 2021

Putnam County Technical Advisory Committee
1 Courthouse Square
Greencastle, IN 46135

RE: 2021-PC-46: Josh Amis Conservation Subdivision

The Putnam County Health Department has reviewed the request for the conservation subdivision consisting of 3 buildable lots. The Putnam County Health Department did not visually inspect this property. All information is based on photos taken from GIS and the replat diagram provided by ASA Land Surveying.

- **Lot 1, 2.3 Acres-** According to the preliminary plat provided by ASA Land Surveying, there is an existing dwelling and two outbuildings located on the lot. The septic system located is also noted on the plat. The septic system would need to be at least 5 ft from any property lines.
- **Lot 2, 3.7 Acres-** While there is potential for a septic system, this letter does not serve as a guarantee. Several factors would need to be addressed such as the location of the new single-family dwelling and the suitability of soils. The size of the system is determined by the soils and the number of bedrooms. The proposed septic system must be at least 50 ft from the well, 5 ft from property lines, and 50 ft from the pond crossing this lot. A registered soil scientist would need to take samples in the areas set aside for the septic system (primary and secondary) to be able to determine the suitability of a septic system.
- **Lot 3, 4.0 Acres-** While there is potential for a septic system, this letter does not serve as a guarantee. Several factors would need to be addressed such as the location of the new single-family dwelling and the suitability of soils. The size of the system is determined by the soils and the number of bedrooms. The proposed septic system must be at least 50 ft from the well, 5 ft from property lines, and 50 ft from the pond crossing this lot. A registered soil scientist would need to take samples in the areas set aside for the septic system (primary and secondary) to be able to determine the suitability of a septic system.

A permit will be required from this office prior to the installation of any septic system.

Sincerely,

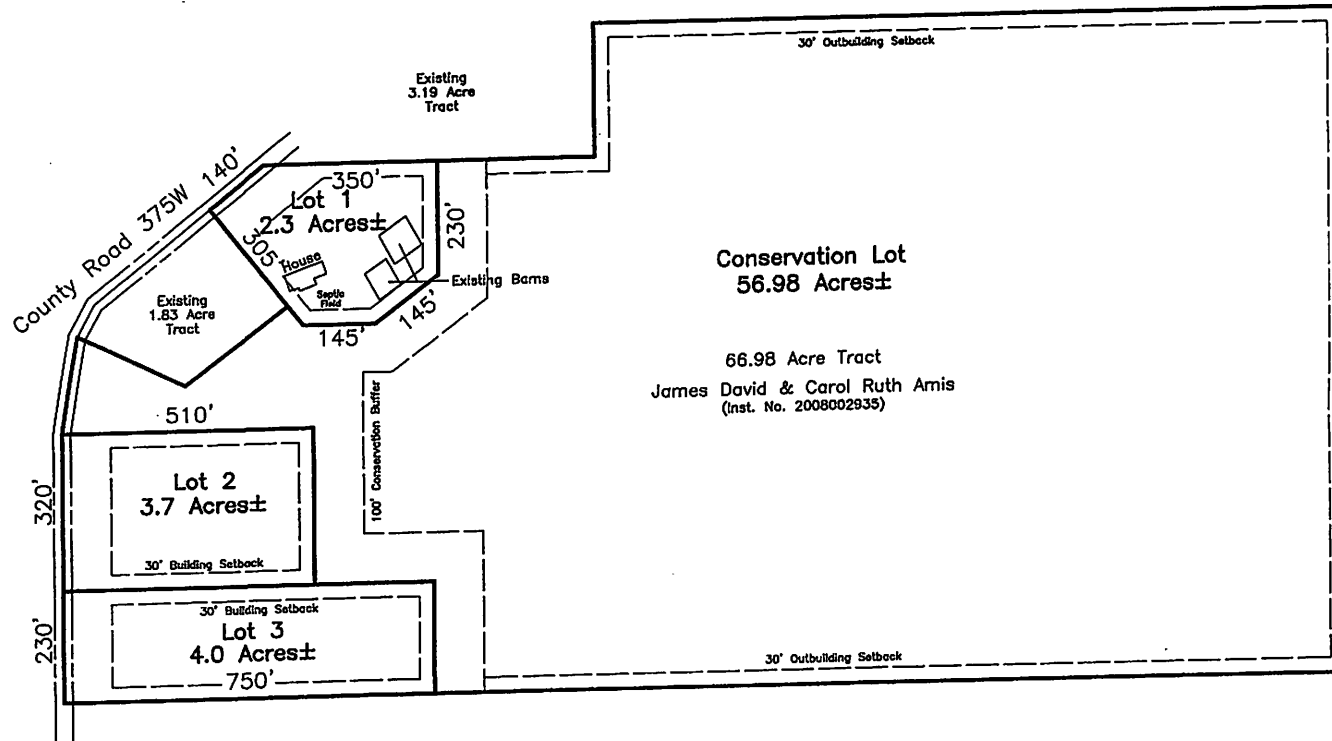
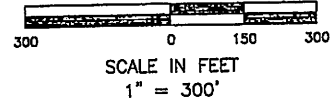
Allison McCarty

Allison McCarty

Environmental Health Specialist

Amis Conservation Subdivision

Preliminary Plat



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