

PUTNAM COUNTY PLAN COMMISSION MINUTES

The Putnam County Plan Commission met for its regular monthly meeting on May 8, 2023, at 5:30 p.m. in the Putnam County Courthouse, 1 West Washington Street, 1st Floor, Greencastle, IN 46135. Kevin Scobee called the meeting to order at 5:30 p.m. A roll call was taken to determine a quorum. The following members were present: Kevin Scobee, Randy Bee, Ken Heeke, Clint Cooper, Jay Alcorn, Rick Woodall, Chris Mann, and Greg Williams. Jenna Nees was not present. Also, present were Jim Ensley, County Attorney; and Lisa Zeiner, Plan Director. Audience present see attached sign in sheet.

REVIEW OF MINUTES

Kevin Scobee asked if the board had any corrections, additions, or other changes to the April 14, 2023, meeting minutes.

Greg Williams stated that he believed that on page 4 at the bottom of the page where it states: “Mrs. Zeiner looked up the parcel on the zoning map, that showed the area as being A2. Mr. Williams stated that it should be rezoned to A2” should be changed.

Lisa Zeiner stated that the statement “the area as being A2” was in response to Mr. Williams’ question of what the surrounding area along County Road 1000 South was zoned. Mrs. Zeiner explained that the “it should be rezoned to A2” was stating that the subject parcel should be rezoned to match the surrounding area.

Rick Woodall made a motion to approve the April 14, 2023, as presented.

Ken Heeke seconded the motion.

The April 13, 2023, minutes were approved as presented with all in favor.

OLD BUSINESS: None.

NEW BUSINESS:

2023-RZ-007: ROBIN MAZE – Rezone from R2 to A2 to allow a campground; Clinton Township; 6/15NW (7917 N CR 880 W – Parcel #67-04-06-200-001.000-001).

Robin Maze, petitioner, and property owner, approached the board. Ms. Maze stated that she had purchased the property several years ago and cleaned up the property by removing all the old mobile home units. Ms. Maze explained that she is in the process of fixing the site so that it can be a usable campground. Ms. Maze stated that originally there were 29 mobile homes on the property, and she wants to have nine campsites and a dump station. Ms. Maze explained that the existing dwelling would be removed. Ms. Maze stated that it would not be ran like the surrounding mobile home parks. Ms. Maze explained that groups would be able to rent the entire campground for the week.

Mrs. Zeiner stated that for clarification when the 1992 zoning ordinance went into effect, there were mobile homes on the property so that was why the property was zoned R2. Mrs. Zeiner explained that campgrounds are not allowed in a R2 district which is why this rezoning is before the board. Mrs. Zeiner stated that when the mobile homes were removed the ‘campground’ was abandoned to reinstate a campground, the property has to be brought into compliance with the current zoning ordinance. Mrs. Zeiner explained that a special exception would be required from the BZA if the rezoning passes.

Mr. Woodall asked if units would be purchased or if campers would bring their own.

Ms. Maze stated that the units would be provided. Ms. Maze explained that the units would be tiny homes on wheels.

Mr. Williams asked if north and west of the property was Ag Corp property.

Mrs. Zeiner stated that it was DNR property to the north and west was Parke County.

Ms. Maze presented a conceptual plan showing where the units would be placed, where the dump station would be located, and the waterline layout.

Mrs. Zeiner stated that a development plan would be required to be approved by the board once the property was rezoned and the special exception obtained to address stormwater runoff, drainage, and design of the ground. Mrs. Zeiner explained that the surrounding area was year around and seasonal mobile home parks that are regulated by the Indiana Department of Health. Mrs. Zeiner stated that the proposed campground would be less than ten (10) sites so it would not be regulated by the Department of Health.

Mr. Williams asked if the dump station required state approval.

Mrs. Maze stated that Baker Septic was working on the plan.

Mrs. Zeiner stated that Mrs. Maze was working with the Department of Health on approval of the dump station.

Mrs. Maze stated that gravel would be placed under each unit.

Mrs. Zeiner stated that one person came into the office to see what was being proposed, but they did not have a problem with the proposed project.

Mr. Williams asked how the waste would be taken to the dump station.

Ms. Maze stated that it would be pumped.

Mr. Williams asked what would happen if the site was not full.

Ms. Maze stated that the groups would be required to rent the entire property. Ms. Maze explained that the property could only be rented by the week, not daily.

Mr. Williams asked how many each unit sleeps.

Ms. Maze stated that units one through five would sleep one to two people, units six and seven would sleep three to four. Ms. Maze explained that unit eight would be for the manager of the campground to stay in and unit nine is where her brother stays.

Mr. Williams asked if there was plenty of parking.

Ms. Maze stated that there was room for a vehicle to park next to each unit and there were parking areas on the DNR property to the west.

Mr. Heeke asked if the Board of Health had approved the dump station.

Ms. Maze stated that she had hired someone but changed to Baker Septic. Ms. Maze explained that it would need to be re-approved because of the changes.

Mr. Williams asked what the land to the east is zoned.

Mrs. Zeiner explained that it is currently zoned R2. Mrs. Zeiner stated that the use of the area is legal non-conforming which means if the owner wanted to expand the use, they would have to rezone the property to bring it into compliance with the zoning ordinance.

Mr. Woodall made a motion to recommend that the County Commissioners rezone **2023-RZ-007: ROBIN MAZE** from R2 to A2 as presented.

Chris Mann seconded the motion.

2023-RZ-007: ROBIN MAZE was recommended to be rezoned to A2 with all in favor.

Mrs. Zeiner stated that she would make sure this is placed on the next available Commissioner's agenda.

2023-RZ-008: ALAN EUBANK – Rezone from A2 to CG to allow for the expansion of an existing mini-warehouse rental facility; Clinton Township; 23/15N/5W (4446 W CR 450 N – Parcel #67-04-23-400-043.000-001).

Mrs. Zeiner explained that this case was withdrawn. Mrs. Zeiner stated that while she and Robbie in the Plan Office were researching another property, it was discovered that this parcel had been rezoned in 1995, but the ordinance was never recorded. Mrs. Zeiner explained that the ordinance was attached to the Commissioner's meeting minutes instead of being recorded in the Recorder's Office. Mrs. Zeiner stated that she refunded the application fee.

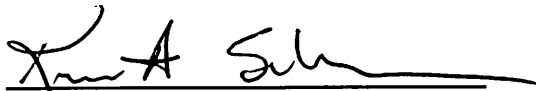
Mr. Scobee asked if there was any other business to discuss.

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

Mr. Alcorn seconded the motion.

The meeting was adjourned at 5:54 p.m.

Minutes approved on the 12th day of June 2023.



Kevin Scobee, President

PUTNAM COUNTY PLAN COMMISSION

MAY 8, 2023 at 5:30 P.m.

SIGN IN SHEET

PLEASE PRINT CLEARLY

NAME	ADDRESS
Robin Maza	7917 N CR 880 W. GRODCASTLE, IN 46135

**PUTNAM COUNTY ADVISORY PLANNING COMMISSION
AGENDA**

**MONDAY MAY 8, 2023
5:30 P.M.**

Commissioner's Meeting Room -Putnam County Courthouse
1 W Washington Street - Greencastle, IN 46135
(765) 301-9108

1. CALL TO ORDER

ROLL CALL DETERMINATION OF QUORUM

Kevin Scobee Randy Bee Ken Heeke Clint Cooper Jenna Nees Jay Alcorn Chris Mann
 Rick Woodall Greg Williams Jim Ensley, Attorney Lisa Zeiner, Plan Director

2. REVIEW OF MINUTES – April 14, 2023, Meeting

- 3. PUBLIC HEARINGS** - Public hearing items have been advertised according to law. For items involving a piece of land, courtesy notices have been sent to some property owners. Testimony for and against each proposal will be taken and a decision by the plan Commission made. The Commission may continue an item to another date for hearing if the public is better served by such a continuance.

❖ **OLD BUSINESS:**

None

❖ **NEW BUSINESS:**

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- 4. BUSINESS SESSION** - In its business session, the Plan Commission meets in open session to discuss each item and make a decision. By law, a business session agenda is posted at least 48 hours prior to this meeting. This is not a public hearing. No testimony is taken unless the Plan Commission requests it. The Plan Commission may continue an item to another date for the hearing if the public is better served by such a continuance.

5. OTHER BUSINESS

6. WISHES TO BE HEARD

Information pertaining to these cases is available to the public weekdays from 8:00 a.m. to 4:00 p.m. at the Department of Planning & Building, Putnam County Courthouse 1 W Washington St, 4th Floor Room 46 Greencastle, Indiana 46135. There are times during routine application processing when files may not be immediately available. Written objections to any item on the agenda may be filed with the secretary of the Plan Commission before the hearing. At the hearing, oral comments concerning each Public Hearing proposed will be heard. The jurisdiction of the Plan Commission is all of Putnam County except the City of Greencastle, and the Towns of Bainbridge, Cloverdale, and Roachdale. For more information call (765) 301-9108.

FOR SPECIAL ACCOMMODATIONS NEEDED FOR HANDICAPPED INDIVIDUALS PLANNING TO ATTEND THIS HEARING. PLEASE CALL, THE PLANNING SECRETARY AT (765) 301-9108 AT LEAST 48 HOURS IN ADVANCE OF THE MEETING.



253.44

PRIME

9

VMH

8

RV

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7

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3

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6

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4

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PRIG

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Dump Station

1.0

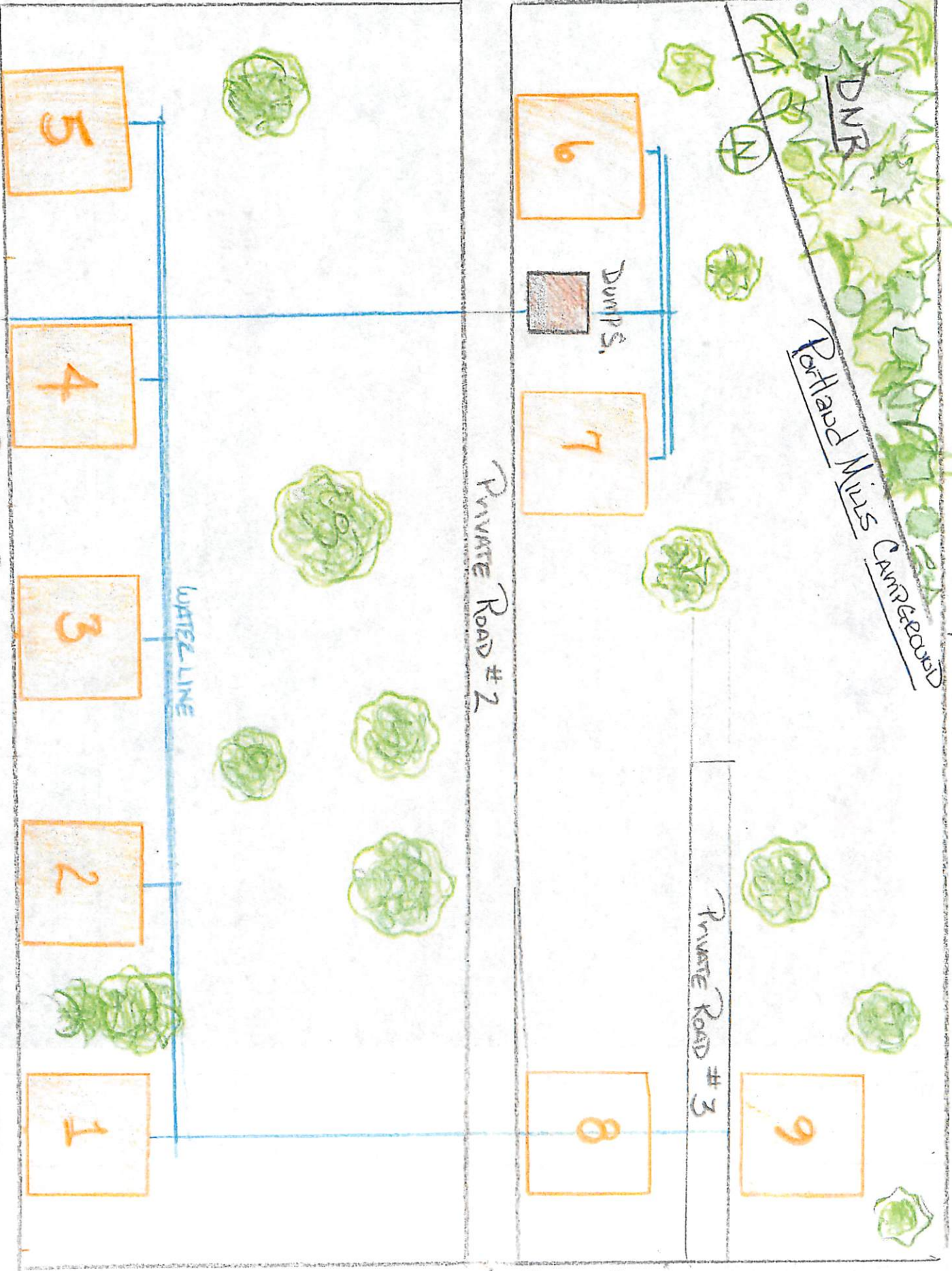
80

80

403

470

← COUNTY RD →



← COUNTY RD →

DNR
Potters Mills CAMPGROUND

PRIVATE ROAD #3

PRIVATE ROAD #2

WATER LINE

PRIVATE ROAD #1

5

4

3

2

1

6

7

8

9

DUMPS





Type notes here

Printed
04/28/2023

The purpose of this map is to display the geographic location of a variety of data sources frequently updated from local government and other agencies. Neither WTH Technology nor the agencies providing this data make any warranty concerning its accuracy or merchantability. And no part of it should be used as a legal description or document.

2023 BUILDING PERMIT REPORT AS OF 4/28/2023

LOCATION	TYPE OF PERMIT	NUMBER OF PERMITS ISSUED
COUNTY	New dwellings	28
	Pools	2
	Commercial	3
	Electric	29
	Detached Accessory	38
	Demolition	6
	Additions	8
	Cell Modifications	5
	Attached Accessory	1
	TOTAL	120
TOWN OF BAINBRIDGE	Fence	1
	New Dwelling	3
	Electric	1
	TOTAL	5
GREENCASTLE 2-MILE FRINGE	Commercial	1
	New Dwelling	1
	Electric	3
	Pool	1
	Detached Accessory	1
	Additions	1
	Cell Modifications	1
	TOTAL	9
TOWN OF ROACHDALE	Fence	4
	Driveway	1
	TOTAL	5
TOWN OF RUSSELLVILLE	Electric	4
	Commercial	1
	TOTAL	5
TOWN OF CLOVERDALE	Roof	1
	Electric	6
	Detached Accessory	1
	TOTAL	8
HERITAGE LAKE	Additions	5
	Cell Modifications	1
	New Dwelling	4
	Pool	1
	Detached Accessory	1
	TOTAL	12
TOWN OF FILLMORE	Electric	1
	TOTAL	1
GRAND TOTAL PERMITS		165

2023 PLAN COMMISSION & BZA CASE REPORTS

BZA - CASES

LOCATION	TYPE	NUMBER
County	Development Standards Variance	3
	Special Exception	1
	TOTAL	4
Town of Bainbridge	Development Standards Variance	0
	Special Exception	3
	TOTAL	3
Town of Roachdale	Development Standards Variance	0
	Special Exception	0
	TOTAL	0
Town of Russellville	Development Standards Variance	0
	Special Exception	0
	TOTAL	0
GRAND TOTAL BZA CASES		7

PLAN COMMISSION - CASES

LOCATION	TYPE	NUMBER
County	Minor Plat	0
	Major Plat	0
	Conservation Subdivision	0
	Rezoning	2
	TOTAL	2
Town of Bainbridge	Minor Plat	0
	Major Plat	0
	Rezoning	0
	TOTAL	0
Town of Roachdale	Minor Plat	0
	Major Plat	0
	Rezoning	0
	TOTAL	0
Town of Russellville	Minor Plat	0
	Major Plat	0
	Rezoning	0
	TOTAL	0
GRAND TOTAL PC CASES		2

Report Of Collection

Approved by State Board of Accounts for Putnam County, 2001

To: Putnam County Auditor
(Title of Officer)

Planning/Building
(Governmental Unit)

Putnam County, Indiana
(County)

Collections for Period: 1/1/2023 thru 4/28/2023

Description	Funds to be Credited	Collections This Period	Prior Collections	Year to Date Collections
2 ABOVE-GROUND POOL	1180-18	\$300.00	\$0.00	\$300.00
2 ADDITION - SCREENED PORCH	1180-18	\$300.00	\$0.00	\$300.00
8 ADDITIONAL/ALTERATIONS (RES)	1180-18	\$2,400.00	\$0.00	\$2,400.00
7 BASEMENT	1180-18	\$280.00	\$0.00	\$280.00
66215 BUILDING PERMIT - 20 CENTS PER SQ FOOT	1180-18	\$13,243.00	\$0.00	\$13,243.00
26 BUILDING PERMIT/1000 SQUARE FEET	1180-18	\$10,400.00	\$0.00	\$10,400.00
3 BUSINESS, COMMERCIAL, PUBLIC	1180-18	\$3,000.00	\$0.00	\$3,000.00
42 CERTIFICATE OF OCCUPANCY	1180-18	\$840.00	\$0.00	\$840.00
7 CONSTRUCTION WITHOUT PERMIT - FIRST OF	1180-18	\$2,100.00	\$0.00	\$2,100.00
31 CONTRACTOR LISTING	4906-18	\$3,100.00	\$0.00	\$3,100.00
6 DEMOLITION PERMIT	1180-18	\$300.00	\$0.00	\$300.00
2 DETACHED ACCESSORY - PREBUILT	1180-18	\$200.00	\$0.00	\$200.00
39 DETACHED ACCESSORY BUILDINGS	1180-18	\$5,850.00	\$0.00	\$5,850.00
48 ELECTRICAL	1180-18	\$2,880.00	\$0.00	\$2,880.00
1 FENCE PERMIT	1180-18	\$60.00	\$0.00	\$60.00
7 IMPROVEMENT LOCATION PERMIT	1000-10	\$700.00	\$0.00	\$700.00
3 IN-GROUND POOL	1180-18	\$900.00	\$0.00	\$900.00
4 MAUFACTURED TYPE I, MULTI-SEC	1180-18	\$800.00	\$0.00	\$800.00
1 OCCUPY DWELLING WITHOUT FINAL - FIRST C	1180-18	\$250.00	\$0.00	\$250.00
6 OTHER	1000-10	\$328.00	\$0.00	\$328.00
11 RENEW BUILDING PERMIT	1180-18	\$3,111.36	\$0.00	\$3,111.36
2 REZONE - \$25.00 PER ACRE	1000-10	\$50.00	\$0.00	\$50.00
3 REZONING	1000-10	\$1,500.00	\$0.00	\$1,500.00
3 ROOF	1180-18	\$180.00	\$0.00	\$180.00
362 SINGLE INSPECTION	1180-18	\$21,720.00	\$0.00	\$21,720.00
4 SPECIAL EXCEPTION	1000-10	\$600.00	\$0.00	\$600.00
3 VARIANCE	1000-10	\$450.00	\$0.00	\$450.00
14 WORK WITHOUT INSPECTION - FIRST OFFENS	1180-18	\$1,400.00	\$0.00	\$1,400.00
1 WORK WITHOUT INSPECTION - SECOND OFFE	1180-18	\$250.00	\$0.00	\$250.00
Total Amount Collected		\$77,492.36	\$0.00	\$77,492.36

I hereby certify that the foregoing is a true and correct report of collections due the above named governmental unit for the period shown.

Dated this _____ day of _____

Note

This is not to be used as a receipt for collections. The official to whom the report is made must issue an official receipt for the collections remitted.

(signature)

(Title of Officer)