

## **WARSAW PLAN COMMISSION**

January 08, 2018

**Present:** Rick Keeven, Jeff Grose, Dave Baumgartner, Dan Stevens, Bill Baldwin, Diane Quance, James Emans (City Engineer), Joe Thallemer (Mayor), Mike Valentine (City Attorney), Jeremy Skinner (City Planner), Kim Arnold (Recording Secretary)

**Absent:** Tom Allen, Jim Gast

### **Call to Order**

Keeven called the meeting to order.

### **Oath of Office**

Mayor Thallemer presented Dan Stevens with the Oath of Office for a four year term.

### **Election of Officers**

Keeven opened the meeting to nominations. Keeven nominated Allen to remain in the position of President. Grose seconded the nomination. Grose nominated Keeven to remain in the current position of Vice President. Baumgartner seconded the nomination. Grose made a motion to close nominations. Board members voted unanimously in favor for Allen as President and Keeven as Vice President. Motion was made by Quance to retain Kim Arnold as Recording Secretary. Baumgartner seconded the motion. The motion passed unanimously.

### **Approval of Minutes**

The December 11, 2017 meeting minutes were reviewed and presented for approval. Quance made a motion to approve the December 11, 2017 meeting minutes. Baldwin seconded the motion. The motion carried unanimously.

### **Oral and Written Reports**

None

### **Unfinished Business**

None

### **New Business**

*2018-01-01- 103 Enterprise Dr. - Warsaw Community Church – Preliminary and Final Re-Plat -* City Planner Skinner gave a brief explanation of the request. The preliminary and final re-plat for Lot 7 Haldewang has been submitted in a timely fashion and reviewed for its conformity to

the Subdivision Control Ordinance. The lots meet all of the development standards for a subdivision in an I-1 zoning district. This plat is creating 2 new industrial lots from the original 1.7 acres. The subdivision already has adequate access to all utilities and ingress and egress from Enterprise Drive, and proposed ingress/egress easement as shown on the plat. Both lots meet the minimum lot requirements for an I-1 Zoning District shown below, and are of adequate size for industrial developments.

The following are the requirements for an I-1 District:

- 5,000 sq. ft.
- Minimum setbacks of 15' front, 25' rear, 10' side yard, (20' when adjoining residential)
- 75% lot coverage
- 25' building height restriction

The proposed plat meets all of the subdivision requirements. Lot 1 & 2 currently house existing office buildings. Because both lots already have access to utilities and Enterprise Drive, the Plan Commission can approve the preliminary and final plat for Re-plat of Haldewang Lot 7 per Warsaw's Subdivision guidelines. City Planner Skinner recommended granting preliminary and final plat approval for the Re-plat of Haldewang Lot 7.

Keeven opened the meeting to any person wishing to speak in favor of the request. Scott Nieveen, representing Warsaw Community Church, was present to explain the request and answer any questions. He explained their realtor encouraged the division for ease of selling the property. They are consolidating and moving the staff to another location, therefore having offices available for sale. No other person was present to speak in favor of the request. Keeven closed the meeting to any person wishing to speak in favor of the petition. Keeven opened the meeting to any person wishing to speak against the petition. No person was present, but Dave Baumgartner had received questions from a resident of Rolling Hills Subdivision. The concerns of the resident had to do with the uses of the lots being subdivided. The concerns of the resident are not able to be addressed by the Plan Commission. The use of the lots would be covered by our Zoning requirements. Dave Baumgartner was encouraged to have the resident contact the City Planner with questions and concerns. Keeven closed the meeting to any person wishing to speak against the petition. Motion was made by Quance to approve *2018-01-01- 103 Enterprise Dr. - Warsaw Community Church – Preliminary and Final Re-Plat*. Emans seconded the motion. The motion passed unanimously.

*2018-01-02- Re-plat lot 4 & 5 PR Boydston's Addn – 651,653,655 S. Buffalo St. – Jim Lemler* - City Planner Skinner gave a brief overview of the request. The preliminary and final re-plat for Lots 4 & 5 of PR Boydston has been submitted in a timely fashion and reviewed for its conformity to the Subdivision Control Ordinance. The lots meet all of the development standards for a subdivision in a C-2 zoning district. This plat is creating 4 new commercial lots from the original .85 acres. The subdivision already has adequate access to all utilities and ingress and egress from Buffalo Street, and adjacent platted alleys. All of the lots meet the minimum lot requirements for a C-2 Zoning District shown below, and are of adequate size for commercial development.

The following are the requirements for a C-2 District:

- No minimum lot size
- Minimum setbacks of 15' front, 10' rear, 0' side yard, (10' when adjoining residential)
- 75% lot coverage
- 36' building height restriction

The proposed plat meets all of the subdivision requirements. Lot 1, 2, and 3 currently has existing single-family homes constructed on them, and lot 4 has a commercial structure existing on the property.

Because all of the lots already have access to utilities and Buffalo Street or platted alleys, the Plan Commission can approve the preliminary and final plat for Re-plat of PR Boydston Lot 4 & 5 per Warsaw's Subdivision guidelines. City Engineer James Emans has reviewed the re-plat and is satisfied with the ability to access service lines in the future. City Planner Skinner recommended approval of the preliminary and final re-plat of PR Boydston's Lot 4 & 5.

Keeven opened the meeting to any person wishing to speak in favor of the petition. James Lemler, the petitioner, was present to explain the request and answer any questions. No other person was present to speak in favor of the request. Keeven closed the meeting to any person wishing to speak in favor of the petition and opened it to any person wishing to speak against the petition. No person was present to speak against the petition. Keeven closed the meeting to the public. Discussion followed. Stevens made a motion to approve *2018-01-02- Re-plat lot 4 & 5 PR Boydston's Addn – 651,653,655 S. Buffalo St. – Jim Lemler*. Emans seconded the motion. The motion passed unanimously.

#### **Adjourn-**

With no further business to come before the Commission, Keeven called for the adjournment of the meeting.

#### **OTHER MATTERS THAT MAY COME BEFORE THE BOARD**

- The next regularly scheduled meeting will be Monday, February 12, 2018 at 7:00 p.m.

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Rick Keeven, Vice President

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Kim Arnold, Recording Secretary