



**CITY OF WESTFIELD, IN**  
**PlatCommittee\_Meeting\_Agenda\_11\_14\_2022**

*Monday, November 14, 2022 at 11:00 AM*

**BOARD OR COMMISSION:** Plat Committee

**MEETING DATE:** Monday, November 14, 2022 at 11:00 AM

**MEETING PLACE:** Westfield City Services Center- Main Level Confere

Westfield City Services Center  
Main Level Meeting Room  
2728 East 171st Street, Westfield, IN 46074

*Live stream unavailable, will be posted 11/15/22*

Documents: [Online viewable @youtube.com/user/CityofWestfieldIN](https://www.youtube.com/user/CityofWestfieldIN)

***THE FOLLOWING AGENDA IS SUBJECT TO CHANGE AT THE DISCRETION OF THE WESTFIELD-WASHINGTON TOWNSHIP PLAT COMMITTEE***

**OPENING OF MEETING**

Call to Order

Roll Call

Determination of a Quorum

Review Rules & Procedures

Approval of the 2022 & 2023 Schedules of Meetings

Documents: [2022 Schedule of Plat Committee Meetings](#) | [2023 Schedule of Plat Committee Meetings](#)

Approval of Minutes

October 24, 2022

Documents: [October 24, 2022 Plat Committee Minutes](#)

**ITEMS OF BUSINESS**

*No Items of Business*

**PUBLIC HEARING ITEMS**

**2210-SPP-08**

**Grand Millennium**

***Southwest corner of Westfield Boulevard and Park Street***

**31/32 Investors LLC requests Primary Plat review of 9 lots on 27.94 acres in the Grand Millennium Center PUD District.**

***(Planner: Lauren Gillingham - [lgillingham@westfield.in.gov](mailto:lgillingham@westfield.in.gov))***

**Documents: [Exhibit 1: Staff Report](#) | [Exhibit 2: Location Map](#) | [Exhibit 3: Primary Plat](#)**

**ITEMS CONTINUED TO A FUTURE MEETING**

***No Items Continued to a Future Meeting***

**REPORTS/COMMENTS**


**Plat Committee Members**

**Plan Commission Liaison**

**Community Development Department**

**ADJOURNMENT**

Schedule of 2022 Meetings  
WESTFIELD-WASHINGTON TOWNSHIP PLAT COMMITTEE

 <b>City of Westfield, Indiana</b>	
WESTFIELD-WASHINGTON TOWNSHIP PLAT COMMITTEE <b>PLAT COMMITTEE SCHEDULE OF 2022 MEETINGS</b>	
<b>11:00 AM</b> <b>Westfield City Services Center</b> 2728 East 171st Street Westfield, IN 46074	
<b>FIRST PLAT COMMITTEE MEETING</b> <b>Monthly 2nd Monday</b>	<b>SECOND PLAT COMMITTEE MEETING</b> <b>Monthly 4th Monday</b>
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
10/10/22	10/24/22
11/14/22	11/28/22
12/12/22	<b>12/27/22</b>
01/09/23	01/23/23
<b>Dates in red indicate meeting is scheduled for a different day due to a conflict.</b>	



WESTFIELD-WASHINGTON TOWNSHIP  
**PLAT COMMITTEE**

2023 SCHEDULE OF MEETINGS AND FILING DATES

MEETING MONTH	FILING DEADLINE	TECHNICAL ADVISORY COMMITTEE	PUBLIC NOTICE DEADLINE (1ST MEETING)	FIRST PLAT COMMITTEE MEETING	PUBLIC NOTICE DEADLINE (2ND MEETING)	SECOND PLAT COMMITTEE MEETING
	Friday Noon	Tuesday 9:00 AM	Friday	Monday 11:00 AM	Friday	Monday 11:00 AM
JANUARY	<b>12/02/22</b>	12/20/22	12/29/22	<b>01/09/23</b>	01/12/23	<b>01/23/23</b>
FEBRUARY	<b>12/29/22</b>	01/24/23	02/02/23	<b>02/13/23</b>	02/16/23	<b>02/27/23</b>
MARCH	<b>02/03/23</b>	02/21/23	03/02/23	<b>03/13/23</b>	03/16/23	<b>03/27/23</b>
APRIL	<b>03/03/23</b>	03/21/23	03/30/23	<b>04/10/23</b>	04/13/23	<b>04/24/23</b>
MAY	<b>04/02/23</b>	04/18/23	04/27/23	<b>05/08/23</b>	05/11/23	<b>05/22/23</b>
JUNE	<b>04/28/23</b>	05/23/23	06/01/23	<b>06/12/23</b>	06/15/23	<b>06/26/23</b>
JULY	<b>06/02/23</b>	06/20/23	06/29/23	<b>07/10/23</b>	07/13/23	<b>07/24/23</b>
AUGUST	<b>06/30/23</b>	07/25/23	08/03/23	<b>08/14/23</b>	08/17/23	<b>08/28/23</b>
SEPTEMBER	<b>08/04/23</b>	08/22/23	08/31/23	<b>09/11/23</b>	09/14/23	<b>09/25/23</b>
OCTOBER	<b>09/01/23</b>	09/19/23	09/28/23	<b>10/09/23</b>	10/12/23	<b>10/23/23</b>
NOVEMBER	<b>09/29/23</b>	10/24/23	11/02/23	<b>11/13/23</b>	11/16/23	<b>11/27/23</b>
DECEMBER	<b>11/03/23</b>	11/21/23	11/30/23	<b>12/11/23</b>	12/14/23	<b>12/26/23</b>
JANUARY	<b>12/01/23</b>	12/19/23	12/28/23	<b>01/08/24</b>	01/11/24	<b>01/22/24</b>

*Dates in red are scheduled for a different day due to a conflict.*

A Pre-Filing Conference is required prior to filing. Please contact the Community Development Department at 317.804.3170 at least one week in advance of your targeted filing to arrange this pre-filing conference.

Revised materials will be reviewed within 14 calendar days of submittal. Once compliant, project will be put on the agenda for the next available meeting. Please work with the project planner for information about internal deadlines.

Approved \_\_\_\_\_, 2022



**Petition Number:** 2210-SPP-08  
**Project Name:** Grand Millennium  
**Subject Site Address:** 421,525 & 535 Park St  
**Petitioner:** Birch Dalton – 31/32 Investors LLC  
**Representative:** Birch Dalton – 31/32 Investors LLC  
**Request:** SPP: 31/32 Investors LLC requests Primary Plat review of 9 lots on 27.94 acres in the Grand Millennium Center PUD District.  
**Current Zoning:** Grand Millennium Center PUD District  
**Current Land Use:** Vacant (formerly Light Manufacturing & Assembly)  
**Approximate Acreage:** 27.94 +/-  
**Staff Reviewer:** Lauren Gillingham, AICP, Senior Planner

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### **PROJECT DESCRIPTION**

The site is generally located on the east side of 31, at the SW corner of Park St and Westfield Blvd/Poplar St, and extending south to Grassy Branch Creek. The subject area is presently divided into 6 unplatted lots. This plat does not include the +/- 21 acre parcel off adjacent to David Brown Dr.

The Property is zoned Grand Millennium Center PUD District (Ord. 16-51), approved by the City Council in March, 2017. An amendment (Ord. 22-08) was approved by the City Council in March, 2022, adding an additional acre to PUD area.

Vehicular access will be provided via a private street off Westfield Blvd; acceleration and deceleration lanes will be provided at both access points. Pedestrian access will be provided by sidewalks and multiuse trails along Westfield Blvd, Park St, and the new private street as adjacent lots develop.

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### **PRIMARY PLAT STANDARDS (Article 10.12(I) of UDO)**

**The plans comply except for those items commented upon below:**

1. Proposed name of subdivision.
2. Names and addresses of the owner, owners, land surveyor or land planner.
3. Title, scale, north arrow and date.
4. Streets on and adjoining the site of the proposed subdivision, showing the names (which shall not duplicate other names of streets in the community, unless extensions of such streets) and including roadway widths, approximate gradients, types and widths of pavement, curbs, sidewalks, cross-walks, tree plantings and other pertinent data.



5. Easements (locations, widths and purposes). (Article 8.3)
6. Statement concerning the location and approximate size or capacity of utilities to be installed.
7. Layout of Lots (showing dimensions, numbers and square footage). (Article 4.5)
8. Parcels of land proposed to be dedicated or reserved for schools, parks, playgrounds or other public, semi-public or community purposes.
9. Contours at vertical intervals of two (2) feet if the general slope of the site is less than ten percent (10%) and at vertical intervals of five (5) feet if the general slope is greater than ten percent (10%).
10. Tract boundary lines showing dimensions, bearings, angles, and references to section, township and range lines or corners.
11. Building setback lines. (Article 4.23)
12. Legend and notes.
13. Drawing indicating the proposed method of drainage for storm sewers and other surface water drainage.
14. Other features or conditions which would affect the subdivision favorable or adversely.
15. A National Cooperative Soil Survey Map showing the soil limitations based upon the intended usage of the development land.
16. A statement from County departments, State highway departments, or the Public Works Department concerning rights-of-way, road improvements, roadside improvements, roadside drainage, entrances, culvert pipes, and other specifications deemed necessary.
17. If private sewage systems, then a statement from the County Health Officer whether private septic system can be used on the property.
18. If legal drain is involved, then a statement from the County Drainage Board or County Surveyor's Office concerning easements, right-of-way, permits, etc.
19. If floodplain is involved, then a statement from the Indiana Department of Natural Resources, Division of Water, concerning construction in floodway, including floodplain high water marks, etc.

**Comment: Property is partially within Flood Hazard Area AE**

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### **DISTRICT STANDARDS**

**The plans comply with all standards of the Grand Millennium Center PUD District (Ord. 16-51) as amended by Ord. 22-08 and the underlying UDO**



**Section 7. General Regulations.** The standards of Chapter 4: Zoning Districts as applicable to the Underlying Zoning District shall apply to the development of the Real Estate, except as otherwise modified below.

7.2 GB: General Business District (Article 4.16)

- a) Minimum Building Setback Lines:
  - i) Front Yard: 10 feet
  - ii) Side Yard: 10 feet
  - iii) Rear Yard: 10 feet
- b) Maximum Building Height: 8 stories

**Section 8. US Highway 31 Overlay District.** The regulations of Article 5.2 Overlay Districts; U.S. Highway 31 Overlay District (the "U.S. 31 Overlay") shall apply to the development of the Real Estate, except as otherwise modified below.

8.2 Minimum Lot Size: Article 5.2(D) shall be modified to default to the applicable Underlying Zoning District standard.

8.3 Maximum Building Height: Article 5.2(E)(1) shall be modified to default to the applicable Underlying Zoning District standard, as modified under Section 7 of this Ordinance.

8.4 Minimum Front Yard, Side Yard, and Rear Yard: Article 5.2(E)(3), (4) and (5) shall be modified to default to the applicable Underlying Zoning District standard, as modified under Section 7 of this Ordinance.

8.5 Minimum Aggregate of Side Yard: Article 5.2(E)(6) shall be modified as follows:

- a) Multi-Family District: 20 feet
- b) Mixed-Use District: 0 feet
- c) Commercial District: 20 feet

8.6 Minimum Lot Width: Article 5.2(E)(7) shall not apply.

8.7 Maximum Lot Coverage: Article 5.2(E)(9) shall not apply.

8.8 Landscaping Requirements: Article 5.2(G) shall not apply.

8.9 Architectural Requirements: Article 5.2(J) shall apply, except brick or stone is not required to be one of the three (3) materials used, unless otherwise required by this Ordinance.

8.10 Frontage Roads: Article 5.2(K) shall be modified to permit frontage roads to be placed a minimum of three hundred (300) feet from the Right-of-Way of U.S. Highway 31 and shall otherwise conform to all INDOT Standards.



## **DESIGN STANDARDS (Chapter 8 of UDO)**

### **The plat complies.**

- 1) Easement Standards (Article 8.3).
- 2) Monument and Marker Standards (Article 8.5)
- 3) Open Space and Amenity Standards (Article 8.6)
- 4) Pedestrian Network Standards (Article 8.7)
- 5) Storm Water Standards (Article 8.8)
- 6) Street and Right-of-Way Standards (Article 8.9)
- 7) Street Light Standards (Article 8.10)
- 8) Street Sign Standards (Article 8.11)
- 9) Surety Standards (Article 8.12)
- 10) Utility Standards (Article 8.13)

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## **DEPARTMENT COMMENTS**

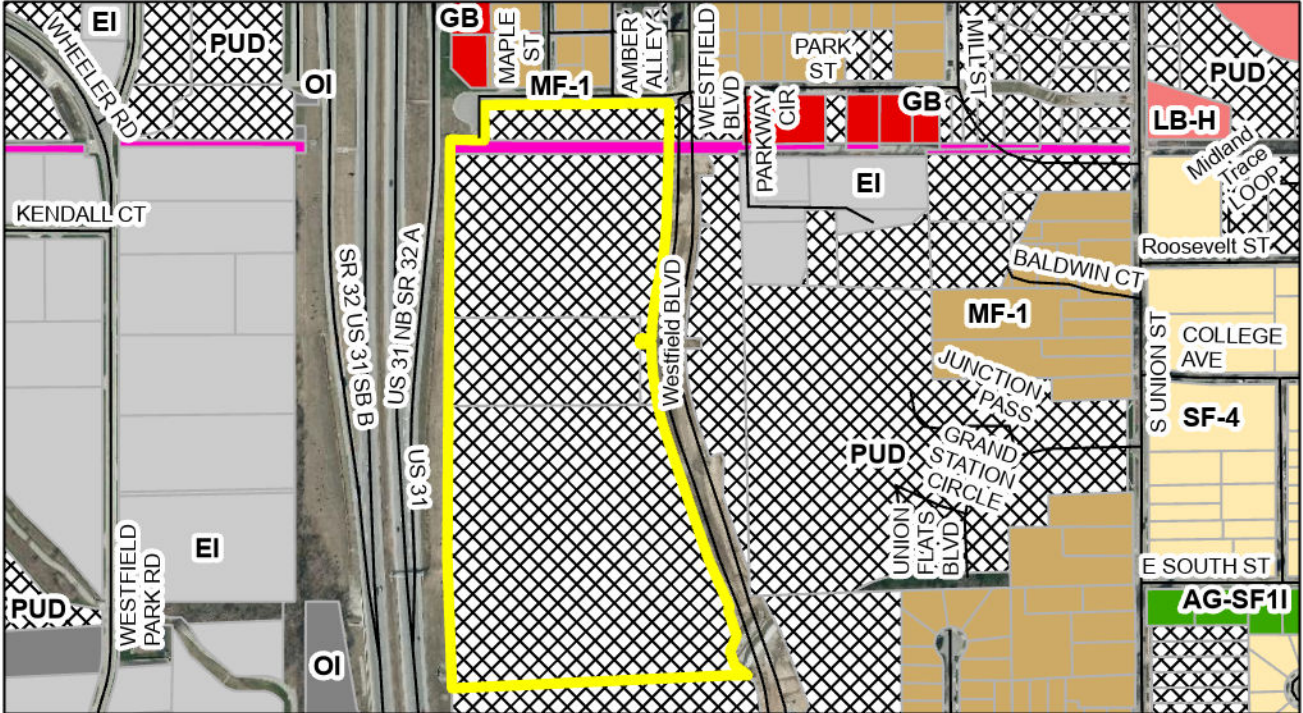
1. Action: 2210-SPP-08 comply with the Grand Millennium Center PUD and the UDO. The Department recommends approving the petition with the following conditions:
  - a. The approval of 2210-DDP-40 Grand Millennium Infrastructure by the Advisory Plan Commission.
  - b. All necessary approvals be obtained from the Westfield Public Works Department and Hamilton County Surveyor's Office prior to the issuance of an improvement location permit.



**Aerial Location Map**



**Zoning Map**



**Legend**

 Subject Parcel

0 0.07 0.15 0.3 Miles







# Westfield-Washington Township Plat Committee

Minutes of the October 24, 2022 Plat Committee meeting

*Presented for approval: November 14, 2022*

Westfield-Washington Township Plat Committee  
met at 11:00 a.m. on Monday, October 24, 2022 at Westfield City Services Center.

*Active links for this meeting:*

[October 24, 2022 APC Agenda](#)

[October 24, 2022 YouTube Video](#)

## OPENING OF MEETING

[YouTube Time: 0:01](#)

### Roll Call

**Plat Committee Members Present In-Person:** Robert Horkay, Joe Montalone, Hayley Morgan, Michael Pearce, and Justin Wiley.

**Plat Committee Members Virtually:** none.

**Plat Committee Members Absent:** None.

**City Staff Present In-Person:** Kevin Todd, Director; Pam Howard, Assistant Director; Daine Crabtree, Senior Planner; Caleb Ernest, Senior Planner; Lauren Gillingham, Senior Planner; Ryan Collingwood, Associate Planner; and Weston Rogers, Associate Planner.

**City Staff Present Virtually:** None.

**Legal Counsel Present:** None

**Legal Counsel Present Virtually:** None

## CALL TO ORDER

## DETERMINATION OF A QUORUM

## ELECTION OF OFFICERS

Pearce motioned to appoint Robert Horkay as President.

Morgan seconded. Motion passed 5-0.

Horkay motioned to appoint Justin Wiley as Vice President.

Wiley seconded. Motion passed 5-0.

## REVIEW RULES AND PROCEDURES

Howard reviewed APC Workshop rules and procedures.

## ITEMS OF BUSINESS

*No Items of Business.*

## PUBLIC HEARING ITEMS

*No Public Hearing Items.*

## MISCELLANEOUS ITEMS

Committee Introductions.

[YouTube Time: 7:47](#)

Training Presentation.

[YouTube Time: 28:31](#)

## ITEMS CONTINUED TO A FUTURE MEETING

*No Items Continued to a Future Meeting.* Department Presentation

*Agendas and minutes for all City meetings are updated and available at the City's website.*

Website: [www.westfield.in.gov](http://www.westfield.in.gov) / Community Development Department E-mail: [community@westfield.in.gov](mailto:community@westfield.in.gov)

**REPORTS/COMMENTS:**

[YouTube Time: 1:05:00](#)

- Plat Committee Members
- Plan Commission Liaison
- Community Development Department

**ADJOURNMENT**

Wiley motioned to adjourn the meeting. Morgan seconded. Motion passed. Vote 5-0.  
The meeting adjourned at 12:11 p.m.

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## **Signature Page for Plat Committee Minutes for October 24, 2022**

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Robert Horkay, President

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Justin Wiley, Vice President

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Kevin Todd, Secretary