

ANNUAL REPORT

2018

This report will serve as a brief summary of the 2018 calendar year for the Plan Commission, Board of Zoning Appeals, Building Commission, and other activities related to the City's Planning and Building Department. This report will review the current status of the staff's 2018 goals, summarize all the petitions heard by the Plan Commission and the BZA, give a brief synopsis of the development trends, provide a review of the code enforcement activities for the year, and establish the staff's goals for the upcoming year.

SHELBYVILLE, IN
PLANNING AND
BUILDING DEPT.

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EXECUTIVE SUMMARY

The City of Shelbyville's Planning and Building Department (PABD) serves as the main professional, technical, and administrative staff for the City's Plan Commission, Board of Zoning Appeals, Technical Review Committee, and Building Commission, and serves alongside other city departments to facilitate some of the responsibilities and needs of the City's Board of Public Works and Safety, Common Council, and Mayor's Office. The department staff works to advise the many boards and commissions on the decisions they are tasked with making, and performs the day-to-day tasks of these boards and commissions to ensure responsible development throughout the year. These day-to-day tasks include, but are not limited to; plan review for compliance, general code enforcement, permitting, inspections, floodplain administration, and grant writing/administration.

While this report serves as a more comprehensive review of 2018, below are some basic figures that show the work performed by the PABD in 2018.

	2017	2018	Percent Change
Plan Commission Petitions	18	22	+22%
Board of Zoning Appeals Petitions	10	22	+120%
Code Enforcement Cases ¹	Data Not Available	507	NA
Value of Construction ²	\$27,443,498	\$160,397,374	+484%
Total Building Permits ³	197	200	+1.5%
<i>New Single Family Home Permits⁴</i>	38	52	+36%
<i>Commercial Permits⁴</i>	44	41	-6.8%
<i>Industrial Permits⁴</i>	12	15	+25%

Some of the major projects and milestones accomplished by the PABD staff include:

- Receiving CDBG funding through the Indiana Office of Community and Rural Affairs to complete an update to the City's Comprehensive Plan
- Starting a major update on the City's Comprehensive Plan, which had last been updated in 2010
- Demolished three additional unsafe and detracting homes through the "Blight Elimination Program", which helps to stabilize the home values in these areas. In total, ten homes have been removed through this program, all of which have been transferred to Habitat for Humanity for their future use for new homes.
- Securing grant money and private funding to develop the City's Japanese Culture Garden, which pays tribute to the impact our Japanese sister city has had on this community over the past 30 years
- Revamping the department's entire website to provide access to more information and resources for both the general public and development community, streamlining development for projects of all sizes.



The Completed "Japanese Culture Garden" on West Washington Street
Source: Shelby County Development Corporation

Throughout the year, the PABD staff interacts thousands of times with citizens, business owners, developers, and more to assist each person with their specific project or question. This annual report serves to provide a summary of those interactions and explain how they add value to the community as a whole.

¹ The PABD has only been collecting this information in a digital database since January of 2018, so data from previous years is not easily accessible

² This figure is based on the information submitted by the applicant when applying for a building permit and/or improvement location permit

³ This figure includes new construction, remodels, and additions in all residential, commercial and industrial projects

⁴ This figure only includes new construction, all remodels and additions are not included.



BRIEF REVIEW OF 2018

During the 2018 calendar year, the Shelbyville Plan Commission heard 22 cases and the Shelbyville Board of Zoning Appeals heard 21 cases on a wide variety of projects, many of them intertwined between these two bodies. The petitions heard in 2018 were handled in a thorough, yet efficient manner. This report will serve as a review of all of these petitions heard by the Plan Commission and Board of Zoning Appeals, along with a review of the goals established by the staff, and a summary of the work completed in 2018.

2018 DEPARTMENT GOALS

In last year's report, the planning staff developed goals for 2018. These goals included both procedural improvements to the day-to-day operations of the department, as well as long-range planning tasks that help guide the community's elected officials and other decision makers. Below is a review of the current status of those goals:

UPDATE THE SHELBYVILLE COMPREHENSIVE PLAN.

In January of 2019, HWC Engineering was hired to assist the Planning and Building Department in updating the Comprehensive Plan that was adopted in 2010. Since that time, the project team has conducted numerous public input sessions hearing from roughly 1,200 community members throughout the process. This input process resulted in tens of thousands of data points that were used to help develop the goals and objectives in the Comprehensive Plan. The project team has been working with the department staff and the steering committee to draft the document that will be introduced to the public in January of 2019. The plan is scheduled to be adopted in its final form in February of 2019.



Community members discussing their vision for the future of Shelbyville at one of the many public input sessions for the Comprehensive Plan update

AMEND THE UNIFIED DEVELOPMENT ORDINANCE AND OTHER CITY CODES TO ENCOURAGE HIGH QUALITY DEVELOPMENT AND PROMOTE BEST PRACTICES IN PROPERTY MAINTENANCE.

In 2018, two amendments to the Unified Development Ordinance were adopted in an effort to encourage high quality development and to better streamline the development process. The first amendment primarily focused on revising the development standards that relate to Signage throughout the community. This amendment allowed for more types of signs to be built in the community, but placed a large focus on ensuring these signs were aesthetically pleasing.

ASSIST THE CITY ENGINEER'S OFFICE IN UPDATING THE SHELBYVILLE CONSTRUCTION STANDARDS TO INCORPORATE RECOMMENDATIONS FROM RECENT PLANNING EFFORTS SUCH AS THE BICYCLE AND PEDESTRIAN MASTER PLAN.

The Planning and Building Department staff has assisted in the update to the City's Construction Standards that are currently in process. Some focus was given in ensuring that future roads would have better pedestrian and bicycle infrastructure, and that this infrastructure would be connected to the existing network of bicycle and pedestrian infrastructure. Some time was also spent on discussing how best-practices for green infrastructure and Urban Design could be implemented to ensure new and significantly improved streets would have street trees and pedestrian-scaled street lights installed.



CONTINUE IMPLEMENTING THE RECOMMENDATIONS MADE IN THE SHELBYVILLE BICYCLE AND PEDESTRIAN MASTER PLAN, PROVIDING MORE RESIDENTS WITH ACCESS TO SHELBYVILLE'S EVER-GROWING BICYCLE AND PEDESTRIAN NETWORK.

Since the adoption of the Shelbyville Bicycle and Pedestrian Master plan, the network of bicycle and pedestrian infrastructure in the community has more than doubled, from just under 4 ¼ miles of dedicated infrastructure in 2011 to nearly 9 miles of dedicated infrastructure at the end of 2018. PABD staff have been working with other City departments and community partners to plan and seek funding to continue expanding this recreational amenity to more residents of our community. The priority for future alternative transportation investments will be to provide a better, more accessible connection between residential areas and the commercial areas, schools, and employment centers that are common destinations for residents.

AS IDENTIFIED IN THE SHELBYVILLE YOUTH ACTION PLAN, INVEST IN PLACE-MAKING EFFORTS TO ACTIVATE AND PROMOTE EXISTING PUBLIC SPACES THROUGHOUT THE COMMUNITY.

The PABD worked with the Blue River Community Foundation and Shelby Art's Alliance to develop and begin implementing the "Shelbyville Plan for Public Art". This document outlines how the community intends to implement art into its public spaces to further "place-making" efforts in the community. The first big project to be accomplished from this plan was the "Blue River Wind, Rain, and Water" sculpture that serves as a gateway feature as you enter the historic downtown area from the north.

CONTINUE SUPPORTING EFFORTS TO IMPLEMENT THE DOWNTOWN OPPORTUNITIES PLAN THROUGH INFRASTRUCTURE INVESTMENTS, EXPANDED PROGRAMMING OPPORTUNITIES, AND PUBLIC/PRIVATE PARTNERSHIPS.

Throughout 2018, PABD staff members have been included in discussions regarding potential and planned development projects that coincide with the Downtown Opportunities Plan. These plans include reinvesting in some of the underutilized buildings in Historic Downtown Shelbyville, while other conversations have focused around redeveloping the site of the former Major Hospital complex. These projects would require certain degrees of public/private partnerships to help ensure proper infrastructure is in place for these types of investment. At this time, the PABD staff is working with local developers that have an interest in redeveloping the former Major Hospital site into large, stately, single-family homes similar to the surrounding neighborhood. A conceptual site plan can be seen to the right.



A conceptual site plan of how the former Major Hospital Site could be redeveloped into a residential infill project.

EXPLORE THE OPPORTUNITIES AND POTENTIAL BENEFITS OF DEVELOPING AND ESTABLISHING HISTORIC DISTRICTS IN THE COMMUNITY.

In 2018, PABD staff began researching what the benefits of a historic district would be, and decided to delay any development of such a district until after the Comprehensive Plan process. During this process we heard feedback from residents about the interest in better preserving our historic areas. This is a goal that will be carried into 2019, so that it can be discussed further with the residents of these specific neighborhoods, who will help us to define what the goals of such a district could be.

PARTNER WITH THE SHELBY COUNTY TOURISM BOARD TO DEVELOP PLANS FOR NEW GATEWAY SIGNAGE AT THE THREE I-74 INTERCHANGES.

City and County officials have had several meetings with the Indiana Department of Transportation to discuss what the process will look like to have gateway signage and other similar improvements made at the interchanges in the community. These conversations have enabled City officials and the Shelby County Tourism Board to begin exploring what improvements could be made at each of the gateways and what that would look like. This goal has become an early objective in the Comprehensive Plan, and will continue into 2019.

UTILIZE TECHNOLOGY TO PROVIDE A MORE EFFICIENT DEVELOPMENT PROCESS FOR PETITIONERS, AND TO PROVIDE CITY STAFF WITH MORE RESOURCES TO MAKE DATA-DRIVEN DECISIONS.

Since the beginning of 2018, nearly every aspect of the Planning and Building Department's Website has been overhauled to make it a more user-friendly and intuitive experience. This has included adding more information and resources to the website to provide more transparency to the community as a whole. This update has also helped to streamline the development process because all of the necessary forms and documentation are easily accessible and processes are more clearly explained. Over the past year, we have seen that more members of the public are able to locate information and documentation faster and without having to travel to our office for tasks that can now be completed online.

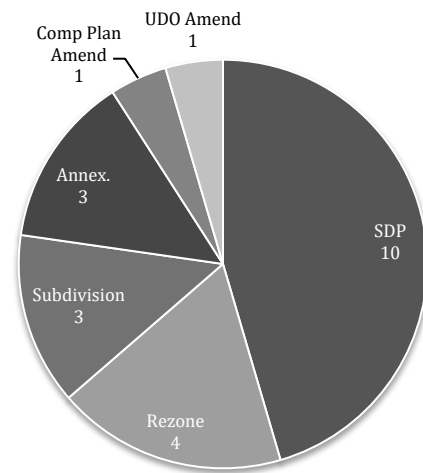
INVOLVE ALL STAFF MEMBERS IN A VARIETY OF CONTINUING EDUCATION OPPORTUNITIES TO CONTINUALLY PROVIDE A HIGHER QUALITY OF SERVICE THROUGHOUT THE ENTIRE DEVELOPMENT PROCESS.

In the 2018 calendar year, PABD staff attended over 120 hours of training and continuing education in their individual fields. These training opportunities allow our staff to continually improve our knowledge base and provide a better service to the individuals we interact with on a daily basis. These conferences and seminars also provide us a chance to see how other municipalities are providing similar services to their development community, and we can take back innovative ways to continually improve the service we are providing here in Shelbyville.

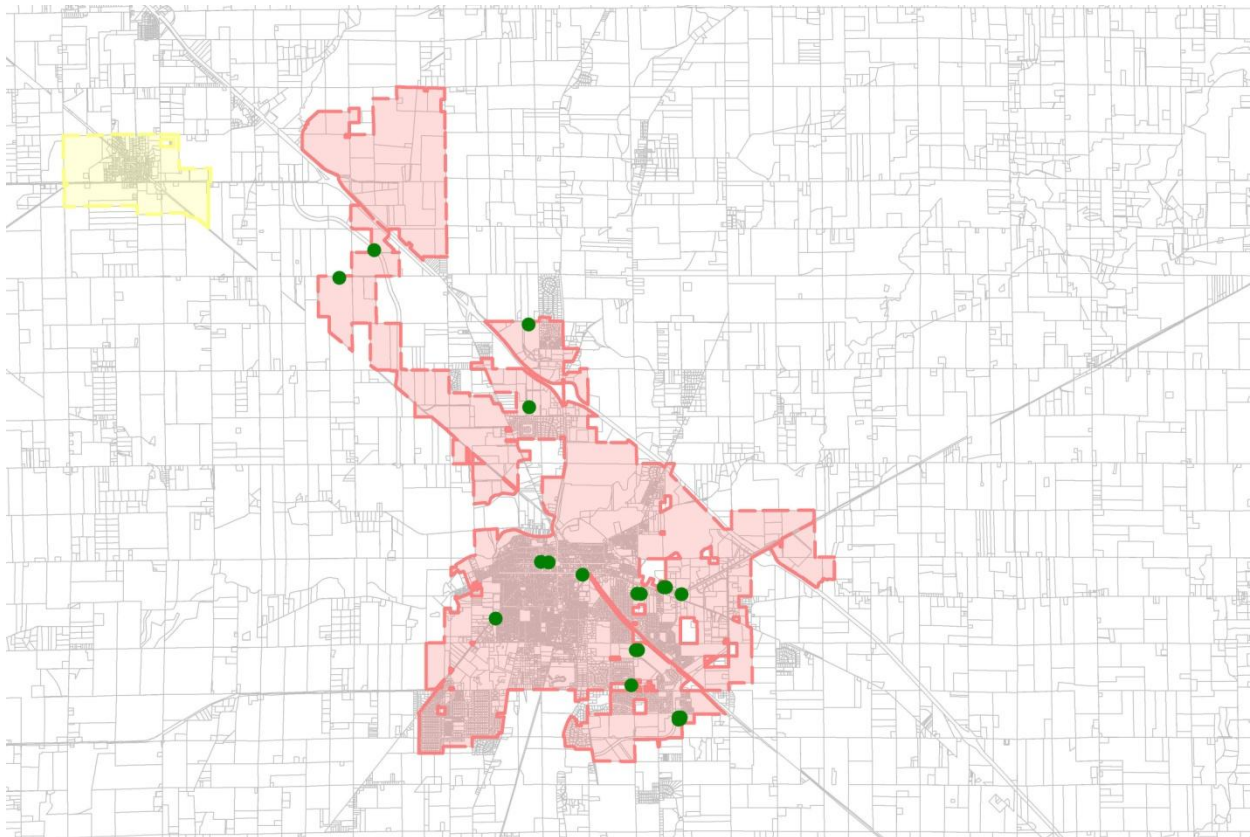


PLAN COMMISSION PETITIONS:

In the 2018 calendar year, the Shelbyville Plan Commission heard a total of 22 petitions, with almost half of these (10) being for Site Development Plan Approval. The total number of petitions is up from the 18 in 2017. Throughout the entire year, the staff took every opportunity available to review best practices and discuss current and future department policies to ensure that the City's development process is constantly evolving and improving. Through these conversations the staff worked to introduce a few minor UDO amendments that were approved in early December of 2018. This process also led to some very important conversations about how the development process can become more transparent and accessible to the public as a whole, and has led the staff to incorporate these transparency measures into the goals for 2019.



The below map shows where in Shelbyville all of these 22 cases took place, a green marker indicates one Plan Commission petition:



The rest of this chapter of the report will briefly describe each petition heard by the Shelbyville Plan Commission during the 2018 calendar year, and will try to provide an update as to the current status of each project:



PC 2018-01: SHELBYVILLE PLAN FOR PUBLIC ART



PETITION TYPE	Comprehensive Plan Amendment
APPLICANT	Blue River Community Foundation
HEARING DATE	1/22/2018
FINAL DECISION	Forward a Favorable Recommendation

The City of Shelbyville Plan for Public Art was a collaborative effort among community partners to incorporate public art initiatives into a single document. Public Art has long been mentioned in goals within the Comprehensive Plan, the Youth Action Plan, and the Parks Master Plan among other planning documents. Aside from establishing goals, the Plan for Public Art identifies public art projects that are either currently underway or planned for the future. Making this plan part of the comprehensive plan gives it more legal importance for the City Council, Plan Commission, and BZA to use in their decision-making.

PC 2018-02: McDONALDS

PETITION TYPE	Site Development Plan
APPLICANT	The Carmosino Group, INC.
ADDRESS	1631 E SR 44
HEARING DATE	3/8/2018
FINAL DECISION	Approval with Conditions

This Site Development Plan was to replace the existing McDonalds building with a new 4,893 square foot facility on a 0.92-acre parcel. The new McDonalds is very similar in size, with the main differences being that façades are fully compliant with the city's architectural and commercial standards, and on-site circulation was reconfigured slightly to



alleviate congestion issues. The applicant had received a Development Standards Variance from the BZA for a front-yard setback in 2017.

PC 2018-03: JASON CLARK ANNEXATION



PETITION TYPE	Annexation
APPLICANT	Jason Clark
ADDRESS	1913 Amos Road
HEARING DATE	2/26/2018
FINAL DECISION	Forward Favorable Recommendation & Recommend an R1 Zoning Classification

The applicant purchased land to build a home on, later finding out the lot was too small for a septic system. The annexation allows the applicant to build a new single-family home and connect it to the City's sanitary sewer system.

PC 2018-04: SHELTON ANIMAL HOSPITAL SDP



PETITION TYPE	Site Development Plan
APPLICANT	Runnebohm Construction Co
ADDRESS	1250 Amos Road



HEARING DATE	3/26/2018
FINAL DECISION	Approval

This proposal was to construct a new 3,975 square foot facility for Shelton Animal Hospital on a 1-acre tract of land. This site is part of the Twin Lakes PUD, a mixed-use development of Single-Family Homes, Two-Family Homes, market rate apartments, and some Neighborhood Commercial lots. The PUD assigns this parcel the development standards and permitted uses of the *BN – Business Neighborhood* zoning district. See PC 2018-05: Twin Lakes Commercial, Block A for the platting of this lot.

PC 2018-05: TWIN LAKES COMMERCIAL, BLOCK A

PETITION TYPE	Preliminary Plat
APPLICANT	Twin Lakes, LLC
ADDRESS	1250 Amos Road
HEARING DATE	3/26/2018
FINAL DECISION	Approval

This plat created two new lots in the commercial section of the Twin Lakes PUD, a mixed-use development. One of the new commercial lots is for the Shelton Animal Hospital (see PC 2018-04: Shelton Animal Hospital SDP), while the other is reserved for future neighborhood commercial development. The northern lot will be 1 acre and the southern lot will be 1.6 acres.

PC 2018-06: 215 E BROADWAY FUELING CENTER SDP

PETITION TYPE	Site Development Plan
APPLICANT	Jerry D. Wiggins
ADDRESS	215 E Broadway
HEARING DATE	6/25/2018
FINAL DECISION	Approval with Conditions

This site development plan was for a 1,600 sq. ft. convenience store and fueling station on the property formerly known as “Bonded Oil.” The 17,500 sq. ft. subject site had been vacant for several years, with outstanding zoning violations for two abandoned signs. The approval included the condition that plans had to be revised and resubmitted. See BZA 2018-08 and BZA 2018-17 for several related variances on this site.



PC 2018-07: CORK LIQUOR WEST SDP



PETITION TYPE	Site Development Plan
APPLICANT	Runnebohm Construction Co
ADDRESS	940 Miller Avenue
HEARING DATE	6/25/2018
FINAL DECISION	Approval with Conditions

This Site Development Plan was for a 31,000 sq. ft. parcel where the business was long vacant and in disrepair. The plan approved is for a 3,200 sq. ft. liquor store. The Site Development Plan was approved with conditions, including providing a photometric lighting plan, planting 2 canopy trees along Miller Ave, shifting landscaping back for a sidewalk along Parker Ave, planting 2 shrubs along the north façade and 3 shrubs along the east façade. See BZA 2018-4 for related development standards variances.



PC 2018-08: HAMILTON HOUSE REZONE



PETITION TYPE	Rezone
APPLICANT	Christopher King
ADDRESS	132 West Washington Street
HEARING DATE	5/29/2018
FINAL DECISION	Forward a Favorable Recommendation

This property was originally constructed in 1853 and the most recent use of this building was as an Italian Restaurant. The rezoning of the property from BG – General Business, to R1 – Single-family Residential allows the property to return to its original use as a single-family home. This property lies directly east of the former site of Major Hospital, and has seen a lot of interest recently to be redeveloped with an infill residential project. It's anticipated that there will be additional interest and investment in this area in the coming year.



PC 2018-09: POET ETHANOL BIO-REFINERY SDP



A rendering of what the completed Preschool Academy will look like
Source: Schmidt Associates

PETITION TYPE	Site Development Plan
APPLICANT	Poet Design and Construction
ADDRESS	2373 W 300N
HEARING DATE	7/23/2018
FINAL DECISION	Approval with Conditions

This plan for an Ethanol Bio-Refinery is on 145 acres adjacent to County Road 300 N and a railroad line. Because this property was located outside of the Shelbyville city limits, it was also part of a voluntary annexation that included nearby properties. Prior to annexation, the City was granted Planning Jurisdiction from the County Commissioners. This plan approval included the condition that a revised drainage plan be submitted to City Engineer. See BZA 2018-11 for several related Development Standards Variances.



PC 2018-10: SHELBYVILLE CENTRAL SCHOOLS – FORMER MARSH COMPLEX REZONE



PETITION TYPE	Rezone
APPLICANT	Dennis E Harrold
ADDRESS	SR 44 & Amos Road
HEARING DATE	6/25/2018
FINAL DECISION	Forward Favorable Recommendation

A rendering of what the completed Preschool Academy will look like
Source: Schmidt Associates

This 9.02-acre site contained the former Marsh Supermarket and retail strip center. The rezoning of the property from BH – Business Highway to IS – Institutional allows a preschool building and administrative offices for Shelbyville Central Schools. See also PC 2018-11, Site Development Plan for the project.

PC 2018-11: SHELBYVILLE CENTRAL SCHOOLS PRESCHOOL BUILDING



PETITION TYPE	Site Development Plan
APPLICANT	Kyle Miller, Schmidt Associates
ADDRESS	1015 E SR 44
HEARING DATE	7/30/2018



FINAL DECISION	Approval
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This Site Development Plan approval was for a 60,000 sq. ft. preschool building and administrative offices for Shelbyville Central Schools, a major renovation of the former Marsh Supermarket and retail strip center. The 9.02- acre subject property will house 400 students and 50-70 staff members. See also PC 2018-10, rezoning of the property.

PC 2018-12: MHP INTELLIPLEX PROFESSIONAL BUILDING, SDP



PETITION TYPE	Site Development Plan
APPLICANT	Andrew Swanson, PE
ADDRESS	2460 Intelliplex Drive
HEARING DATE	8/27/2018
FINAL DECISION	Approval with conditions

This Site Development Plan was for Major Health Partners expansion of services in a new 20,000 square feet Medical Professionals Building for a dialysis and nephrology center. Due to this project's location in the Intelliplex Planned Unit Development, additional approvals were required from the Intelliplex Architectural Control Committee. The Site Development Plan was approved with the condition that perimeter parking lot landscaping standards be met within 60 months.

PC 2018-13: SHELBYVILLE MUNICIPAL AIRPORT HANGER PROJECT

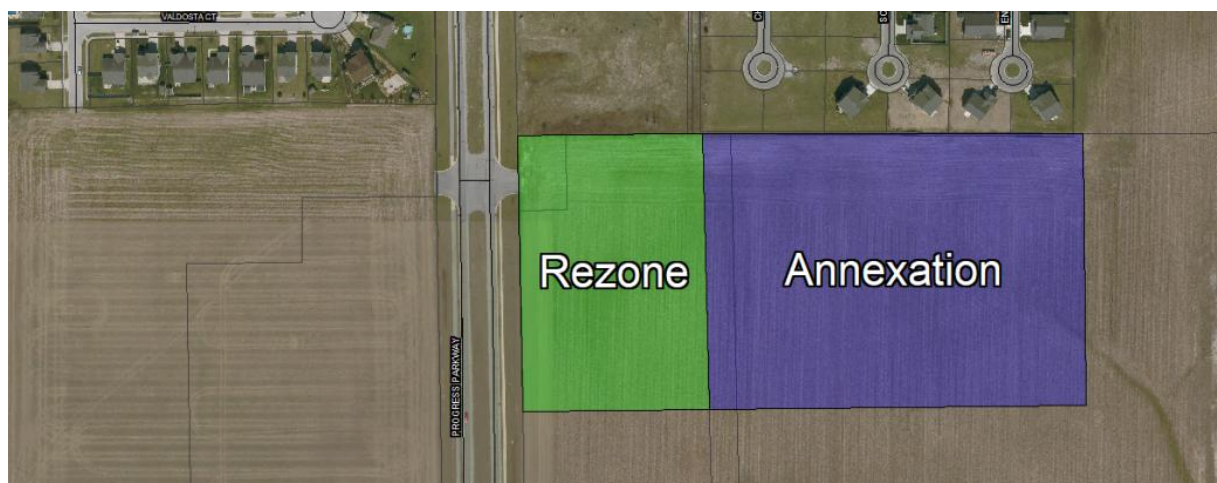
PETITION TYPE	Site Development Plan
APPLICANT	City of Shelbyville
ADDRESS	44 W Washington Street
HEARING DATE	10/22/2018
FINAL DECISION	Approval

The Board of Aviation decided to raze an existing unused airplane hangar at the Shelbyville Municipal Airport and replace it with a new hangar designed for larger aircraft. The old structure ceased being used in 2017. The new hangar



will be located just north of the existing Administration Building and fuel tank area and will front onto County Road 100 West. See also BZA 2018-16 for related variances.

PC 2018-14: TIMBER CREEK VILLAGE, ANNEXATION



PETITION TYPE	Annexation
APPLICANT	Timber Creek Village
ADDRESS	990 Progress Parkway
HEARING DATE	9/24/2018
FINAL DECISION	Forward a Favorable Recommendation

This annexation was for roughly 7.7 acres of land, directly south of the Twelve Oaks Subdivision. See also PC 2018-15 for rezoning of 4.4 Acres, PC 2018-17 for a site development plan and PC 2018-21 for the Preliminary Plat.

PC 2018-15: TIMBER CREEK VILLAGE, REZONE

PETITION TYPE	Rezone
APPLICANT	Timber Creek Village
ADDRESS	990 Progress Parkway
HEARING DATE	9/24/2018
FINAL DECISION	Forward a Favorable Recommendation

This rezoning for 4.4 acres of land, from BN – Business Neighborhood to IS – Institutional Zoning District, allows an Assisted Living Facility. See also PC 2018-14 for the annexation, PC 2018-17 for a site development plan and PC 2018-21 for the Preliminary Plat.



PC 2018-16: DIRTY DALE'S DIESEL, SDP



PETITION TYPE	Site Development Plan
APPLICANT	Tony Nicholson, Space and Sites
ADDRESS	1706 McCall Drive
HEARING DATE	10/22/2018
FINAL DECISION	Approval

This petition was for a new 9,600 square feet diesel mechanic shop to be constructed on McCall Drive. This business outgrew its current location and was planning to construct a new, larger facility for their growing business. Due to some financial constraints, this project has been relocated to an existing facility on Franklin Road, outside of the City's limits.



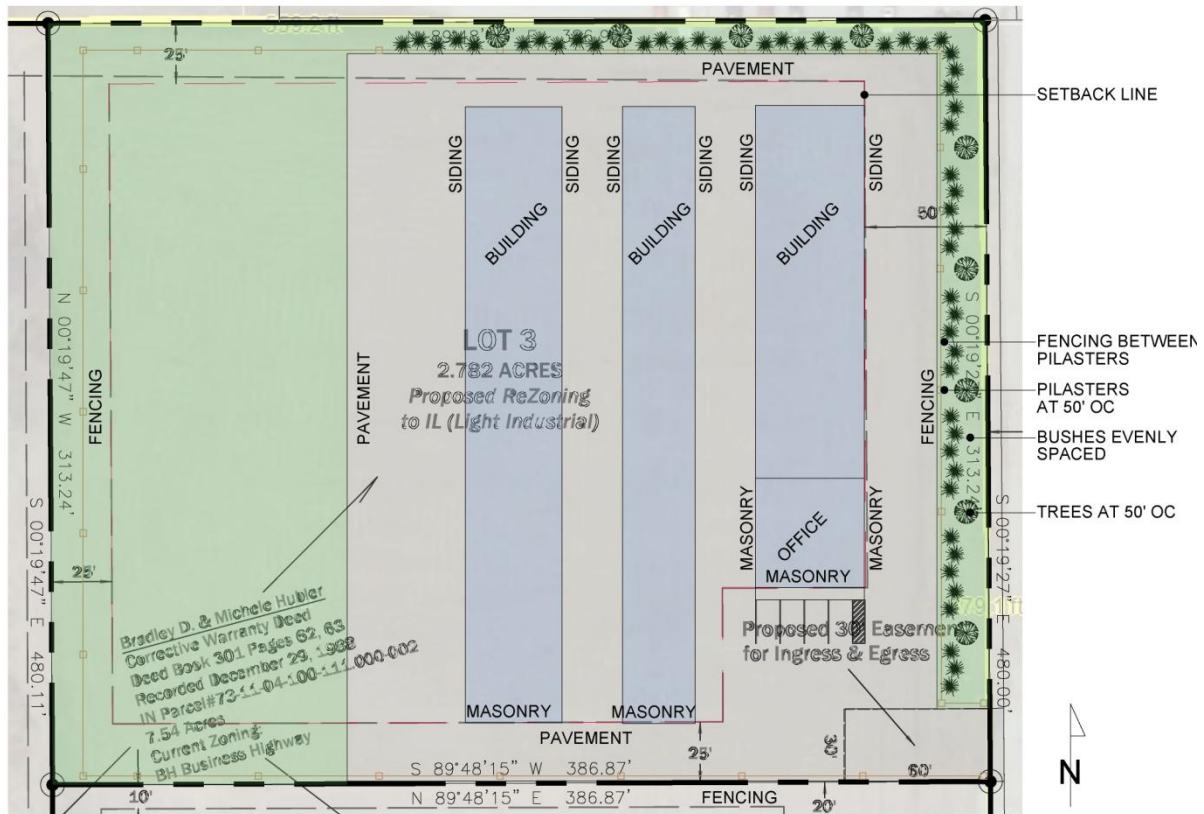
PC 2018-17: TIMBER CREEK VILLAGE, SDP



PETITION TYPE	Site Development Plan
APPLICANT	Timber Creek Village
ADDRESS	990 Progress Parkway
HEARING DATE	10/22/2018
FINAL DECISION	Approval with Conditions

This site development plan was for the first phase of an Assisted Living Facility, including 43 beds, with the second phase growing the capacity to 66 beds total. The site development plan included conditions for Preliminary Plat approval and recording of final plat, and installation of street trees, lighting and sidewalk along the private road. See also case PC 2018-21 for the plat that created two separate lots for this facility. See also PC 2018-14 for the annexation, PC 2018-15 for the rezoning and PC 2018-17 for a site development plan.

PC 2018-18: HUBLER PROPERTY, REZONE



PETITION TYPE	Rezone
APPLICANT	Bradley and Michelle Hubler
ADDRESS	1414 E SR 44
HEARING DATE	10/22/2018
FINAL DECISION	Continued into 2019

This rezoning changed the property's zoning from BH – Business Highway to IL – Light Industrial on 3.454 acres, to build a self-storage facility. See also PC 2018-19 for the related Preliminary Plat petition to subdivide a parcel into three lots, including this lot.

PC 2018-19: HUBLER PROPERTY, SUBDIVISION

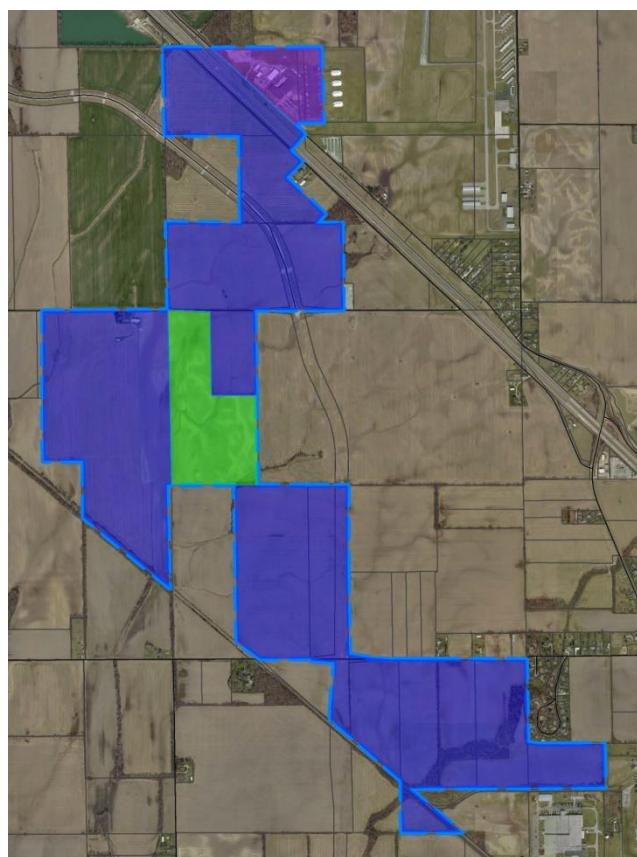
PETITION TYPE	Subdivision
APPLICANT	Bradley and Michelle Hubler
ADDRESS	1414 E SR 44
HEARING	10/22/2018



DATE	
FINAL DECISION	Approved

This petition was for a preliminary plat to create three new lots, one for the future expansion of Hubler Chevrolet, one for a potential future retail outlot and the third lot for a proposed self-storage facility (see PC 2018-18 for the rezoning of that lot).

PC 2018-20: TOM HESSIAN DRIVE ANNEXATION



PETITION TYPE	Annexation
APPLICANT	City of Shelbyville
HEARING DATE	10/22/2018
FINAL DECISION	Forward a Favorable Recommendation

This project was the result of many years of planning for economic development opportunities along the existing portion and future phases of Tom Hessian Drive. The annexation consisted of 22 parcels owned by nine different property owners, totaling about 673.83 acres. Each property owner supported annexation into the City of Shelbyville. It is anticipated that this property will develop as industrial.



PC 2018-21: TIMBER CREEK VILLAGE, SUBDIVISION

PETITION TYPE	Preliminary Plat
APPLICANT	Timber Creek Village
ADDRESS	990 Progress Parkway
HEARING DATE	10/22/2018
FINAL DECISION	Approval with conditions

This petition was a preliminary plat to create two new lots for an Assisted Living Facility located just south of the Twelve Oaks Neighborhood along Progress Parkway, and to provide an additional lot for a possible future facility that would be a complimentary use. The approval of this Preliminary Plat included condition that street trees, lighting and sidewalks be installed along the private road. See also case PC 2018-17, the Site Development Plan for the Assisted Living Facility and related site work.

PC 2018-22: MINOR UDO AMENDMENTS

PETITION TYPE	UDO Text Amendments
APPLICANT	City of Shelbyville
HEARING DATE	11/26/2018
FINAL DECISION	Approval

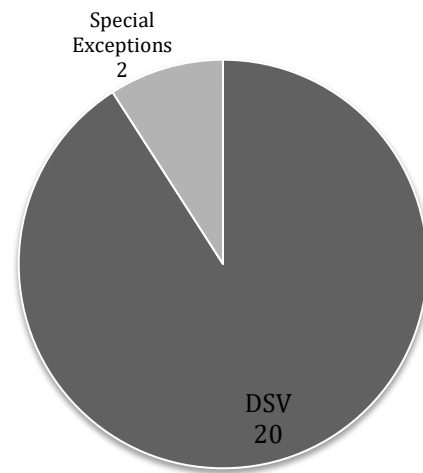
These amendments correct issues and discrepancies in the Unified Development Ordinance. The four amendments do the following:

1. UDO 5.18 FW-02 (B): Establish Permitted and Prohibited Materials for Residential Fences
2. UDO 9.05 (E)(3)(h): Limit Preparation of Drainage Reports to Professional Engineers
3. UDO 9.13 (A): -- Shift Responsibility of Legal Ad to Planning Staff
4. Shelbyville Code of Ordinances §33.13: Amend the Fee Schedule for the City's Plan Commission and Board of Zoning Appeals to better reflect the cost of staff time

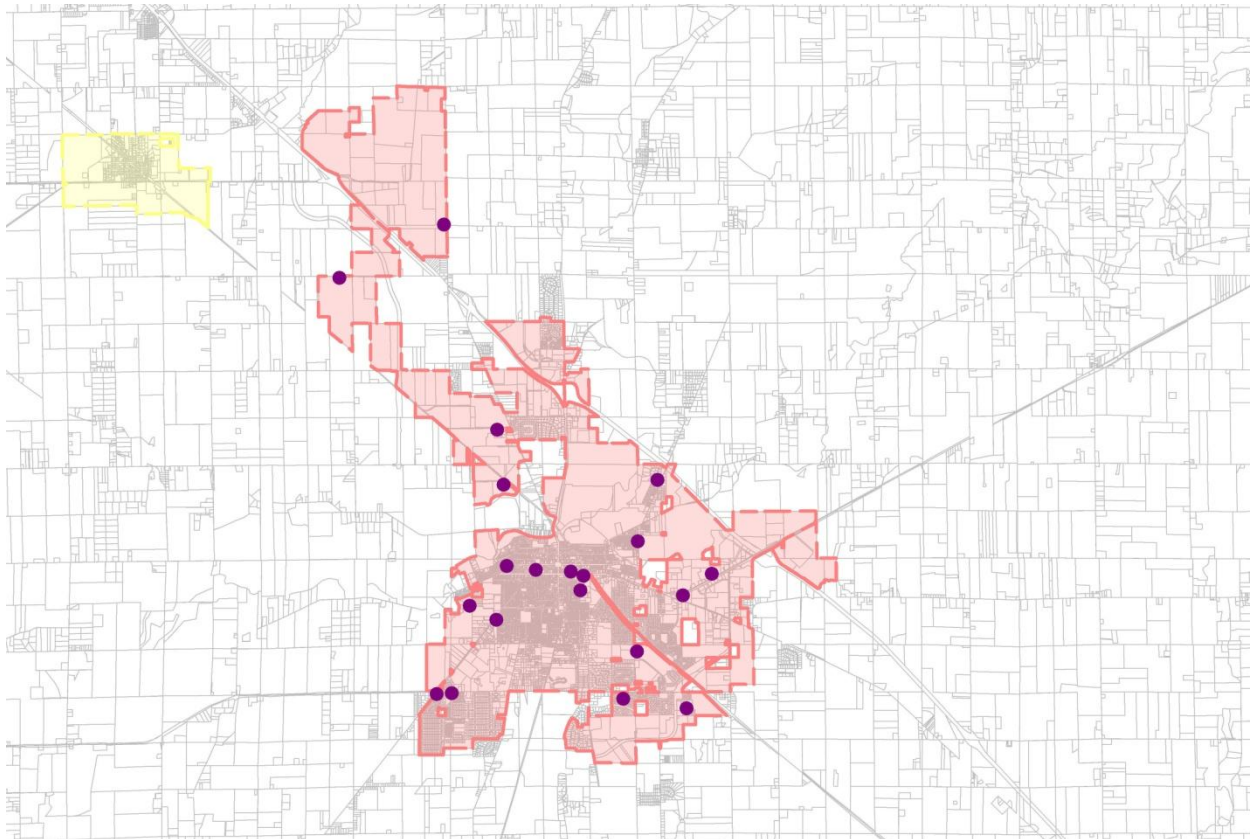


BOARD OF ZONING APPEALS PETITIONS:

The Board of Zoning Appeals was busy in 2018 hearing 20 Development Standards Variance petitions, compared to 10 in 2017. Many of 2018's variance applications were multi-part, containing several requests. In total, the Board of Zoning appeals heard requests for 37 different Development Standards Variances. This year the BZA also heard 2 Special Exception requests, while none were heard in 2017.



The below map shows where in Shelbyville all of these 22 cases took place, a purple marker indicates one BZA petition:



The rest of this chapter of the report will briefly describe each petition heard by the Shelbyville Board of Zoning Appeals during the 2018 calendar year, and will try to provide an update as to the current status of each project:



BZA 2018-01: MCDONALDS ON E SR 44, DEVELOPMENT STANDARDS VARIANCE



PETITION TYPE	Development Standards Variance
APPLICANT	The Carmosino Group, INC
ADDRESS	1631 E SR 44
HEARING DATE	2/13/2018
FINAL DECISION	Approval

Front-yard setbacks on an arterial street, per the City's Thoroughfares Plan, are 50' In the BH – Business Highway zoning district (UDO 5.55 and UDO 2.22). The variance allows the building at a 41.4' setback, providing space for more drive-thru capacity in the rear of the building.



BZA 2018-02: TWELVE OAKS LOT 31, DEVELOPMENT STANDARDS VARIANCE



PETITION TYPE	Development Standards Variance
APPLICANT	Arbor Homes, LLC
ADDRESS	2200 Cherrybark Ct.
HEARING DATE	2/13/2018
FINAL DECISION	Approval

This lot is part of the Twelve Oaks Planned Unit Development, which has development standards as part of its ordinance. The front yard setback required by the Twelve Oaks PUD is 20 feet, but the home was incorrectly placed with only an 18.5 feet front yard setback from Cherrybark Court.

BZA 2018-03: SANDMAN BROTHERS, DEVELOPMENT STANDARDS VARIANCE

PETITION TYPE	Development Standards Variance
APPLICANT	Larry Sandman
ADDRESS	118 E. Broadway Street
HEARING DATE	2/13/2018
FINAL DECISION	Approval with Conditions

This temporary sales trailer was permitted as a temporary structure for up to two years from placement in 2015, which expired. To move their sales into a permanent structure on their lot, it must be first be brought into full compliance, including Commercial Standards, Architectural Standards, and Landscaping Standards. They applied for a variance to allow the trailer to remain for an additional two years. The BZA approved the variance with the condition that the trailer be removed within 12 months.



BZA 2018-04: CORK LIQUORS WEST, DEVELOPMENT STANDARDS VARIANCES

PETITION TYPE	Development Standards Variances
APPLICANT	Tim Weaver - Runnebohm Construction Co
ADDRESS	940 S Miller Avenue
HEARING DATE	2/13/2018
FINAL DECISION	Approval with Conditions

This request was for the former site of Lucky's Pub, which fell into disrepair after closing. Cork Liquor's plans to redevelop the site into a new retail location prompted the need for six development standards variances:

- UDO 5.15(A) for drive separation standards,
- UDO 5.15(B) for drive width standards
- UDO 5.55(G)(1) for minimum rear yard setback standards
- UDO 5.55(I)(4)(a)(b) for a front yard encroachment variance for a parking area (x2)
- UDO 5.66 for the ground sign location standards

The BZA approved the requests, recognizing the difficulty of redeveloping the lot due to the its shallow depth, and generally smaller size when compared to other commercial lots. See PC 2018-7 for the Site Development Plan.

BZA 2018-05: SHELTON ANIMAL HOSPITAL, DEVELOPMENT STANDARDS VARIANCE



PETITION TYPE	Development Standards Variance
APPLICANT	Chris King and Tom Davis, Runnebohm Construction Co
ADDRESS	1250 Amos Road



HEARING DATE	2/13/2018
FINAL DECISION	Approval

The Twin Lakes PUD commercial lots all follow the development standards from the BN – Business Neighborhood zoning district. The minimum drive separation from Lewis Creek Lane could not be met due to the size of the lot. The drive was placed as far away from other drives as possible and future cross access to the parcel to the south is provided, eliminating the need for an additional Amos Road drive in the future. See PC 2018-4 for the Site Development Plan and PC 2018-5 for the Subdivision Plat.

BZA 2018-06: NIDEC SANKYO PARKING LOT, DEVELOPMENT STANDARDS VARIANCE

PETITION TYPE	Development Standards Variance
APPLICANT	Ferguson Construction Co.
ADDRESS	275 Northridge Drive
HEARING DATE	2/27/2018
FINAL DECISION	Approval

In 2014 Nidec-Sankyo built an addition onto their existing manufacturing facility, adding 45,531 sq. ft. to the original building. As the company grew, the need for additional parking became more prevalent. The IG – General Industrial zoning district allows parking lots to encroach into the required front yard setback by 25%, thus requiring a minimum setback of 37.5'. The new parking area will be located 22.2' from the Northridge Drive right- of-way in order to meet the required dimensions for the parking stalls and internal drives. The BZA's approval was granted with the condition that any landscaping removed during the parking lot expansion be replaced with PC staff approval.

BZA 2018-07: MICHAEL JAUSSARD, DEVELOPMENT STANDARDS VARIANCE

PETITION TYPE	Development Standards Variance
APPLICANT	Michael Jaussard
ADDRESS	2138 Cherokee Drive
HEARING DATE	5/10/2018
FINAL DECISION	Approved

In the R1 – Single Family Residential zoning district, accessory structures are not permitted in a front yard. Since the applicant's lot has multiple front yards due to its location at the end of a cul-de-sac, and its frontage on South Miller Avenue, the BZA approved this variance for a carport with conditions related to landscaping, circulation and a written commitment promising that the carport be removed upon transfer of ownership of property.

BZA 2018-08: 215 E BROADWAY, DEVELOPMENT STANDARDS VARIANCES

PETITION TYPE	Development Standards Variance
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APPLICANT	Jerry D Wiggins
ADDRESS	215 E Broadway Street
HEARING DATE	6/12/2018
FINAL DECISION	Approval with Conditions: BZA 2018 -8A & BZA 2018-8B

The BG – Business General zoning district requires all primary structures have foundation landscaping on all sides. This application contained 2 variances: for reducing the shrubs on the north side of the building and from required perimeter parking area landscape screening. The BZA approved the variances with the condition that the number of plants required be placed elsewhere on the site. See PC 2018-6 for Site Development Plan and BZA 2018-17 for 3 additional variances.

BZA 2018-09: EMC AT SHELBY COUNTY CO-OP, SPECIAL EXCEPTION

PETITION TYPE	Special Exception
APPLICANT	Cain Signs
ADDRESS	2350 East State Road 44
HEARING DATE	6/12/2018
FINAL DECISION	Approval with Conditions

Beginning in 2018, all Electronic Message Centers (EMC) are required to receive Special Exception Approval. Applicant wished to install a 6.5' tall, 28 sq.ft. EMC. This property already had multiple legally non-conforming freestanding signs. The BZA approval came with the condition that all free-standing signs be removed. Currently, the sign is not yet completed, due to concerns from the Indiana Department of Transportation about the sign's placement near or within the State's Right-of-way.

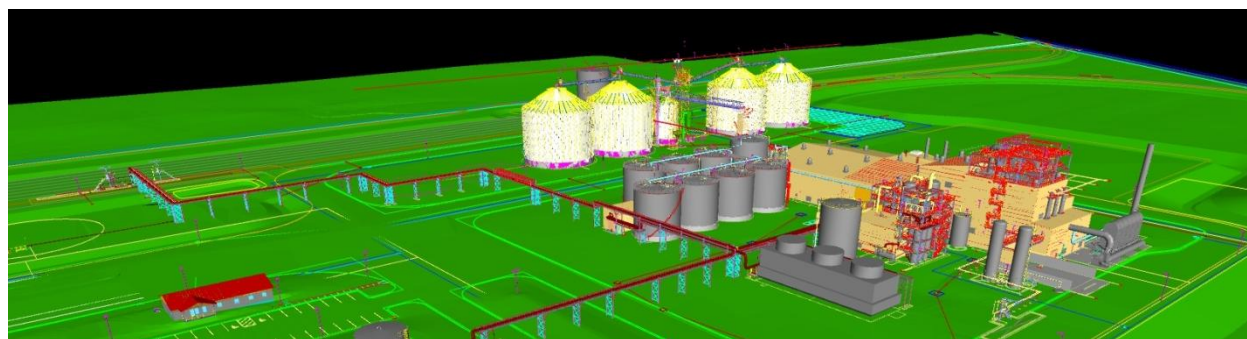
BZA 2018-10: UNITED SCRAP METAL, SPECIAL EXCEPTION

PETITION TYPE	Special Exception
APPLICANT	United Scrap Metal IN, LLC
ADDRESS	751 Boomer Way
HEARING DATE	6/12/2018
FINAL DECISION	Approval with Conditions

A previous request for a Scrap Metal/Junk Yard on this site was denied on the grounds that the noise and vibrations from the metal shredders would adversely affect the neighboring land uses. The BZA found this application was appropriate, if a written commitment was recorded to ensure it does not expand or evolve into a use that is inconsistent with the intent of the IG – General Industrial zoning district. The commitment includes no metal shredders or inoperable vehicle activities, no purchasing of materials from the public, no outdoor storage north and west of the building façade. Also see BZA 2018-13 for a Development Standards Variance for a fence.



BZA 2018-11: POET BIO-REFINING, DEVELOPMENT STANDARDS VARIANCES



PETITION TYPE	Development Standards Variance
APPLICANT	POET Bio-refining
ADDRESS	2373 W 300 N
HEARING DATE	6/25/2018
FINAL DECISION	Approval: 2018 -11A, 2018-11B, 2018-11C Approval with Conditions: 2018-11D, 2018-11E, 2018-11F

This Ethanol Bio-Refinery required 6 variances.

Approved:

- UDO 5.03 to allow more than the maximum 5 accessory structures
- UDO 2.28 to allow storage silos and exhaust stacks to exceed 120' in height
- UDO 5.15(B) to allow a 140' wide non-residential driveway with multiple lanes of traffic and space to allow roughly 40 semi-trucks to queue for the scale house

Approved with conditions:

- UDO 5.20(A) to allow the fence to have a lesser setback of 50'
- UDO 5.55(H) to allow a setback of less than 25' from the flood hazard areas with either a flood plain analysis regulatory assessment (FARA) or a letter of map amendment (LLMA)
- UDO 5.36 to provide ornamental/canopy trees in lieu of screening for the adjacent lower-intensity zoning property

See also PC 2018-9 for the Site Development Plan.

BZA 2018-12: 909 HAMPTON BLVD., DEVELOPMENT STANDARDS VARIANCE

PETITION TYPE	Development Standards Variance
APPLICANT	Duane Seaton
ADDRESS	909 N Hampton Blvd



HEARING DATE	9/11/2018
FINAL DECISION	Approval

This home on this lot was destroyed by a fire and the lot remained vacant. The property owner received a development standards variance to decrease the side yard setback from 10' to 6.5', in order to place a new modular home on the property.

BZA 2018-13: UNITED SCRAP METAL, DEVELOPMENT STANDARDS VARIANCES

PETITION TYPE	Development Standards Variance
APPLICANT	United Scrap Metal IN, LLC
ADDRESS	751 W Boomer Way
HEARING DATE	8/14/2018 for 2008-13A
FINAL DECISION	Approval with Conditions: BZA 2018-13A Approval: BZA 2018-13B

BZA approved UDO 5.20A to allow an industrial fence to be up to 10' in height, with the condition that the portion on the western side be of wrought iron. See also BZA 2018-10 for related Special Exception approval for this use.

BZA 2018-14: LESTER'S BODY SHOP, DEVELOPMENT STANDARDS VARIANCE



PETITION TYPE	Development Standards Variance
APPLICANT	Lester's Body Shop
ADDRESS	500 S Noble Street



HEARING DATE	9/1/2018
FINAL DECISION	Approval

The BZA approved UDO 5.03(C)(4) to allow a metal roof accessory structure to be placed in the southern front yard.

BZA 2018-15: SHELBYVILLE/SHELBY COUNTY ANIMAL SHELTER, DEVELOPMENT STANDARDS VARIANCE



PETITION TYPE	Development Standards Variance
APPLICANT	Shelbyville / Shelby County Animal Shelter
ADDRESS	705 Hale Road
HEARING DATE	9/11/2018
FINAL DECISION	Approval

Due to security concerns, the BZA granted approval from UDO 5.20A to allow a 6' fence around the perimeter of the animal shelter property, instead of keeping the fence even with the front building façade.

BZA 2018-16: SHELBYVILLE MUNICIPAL AIRPORT, DEVELOPMENT STANDARDS VARIANCES

PETITION TYPE	Development Standards Variance
APPLICANT	City of Shelbyville
ADDRESS	3529N 100W
HEARING DATE	9/11/2018
FINAL DECISION	Approval



In order to allow replacement of an aging and unused airport hangar with a modern one, the BZA approved 3 variances to allow more accessory buildings than allowed by UDO, a structure that is 9.5' taller than prescribed by UDO and a front yard setback of 10' closer than allowed by the UDO. See also PC 2018-13, Site Development Plan.

BZA 2018-17:215 E BROADWAY, DEVELOPMENT STANDARDS VARIANCES

PETITION TYPE	Development Standards Variance
APPLICANT	Jerry D Wiggins
ADDRESS	215 E Broadway St
HEARING DATE	9/11/2018
FINAL DECISION	Approval: BZA 2018-17A & 17B Approval with Conditions: BZA 2018-17C

This property was abandoned and fell into disrepair. In order to allow redevelopment, the BZA approved 2 variance requests without conditions, for narrower sidewalks around the building and to reduced façade planting beds. The BZA also allowed one less parking space with the condition that the petitioner provide a plan to address increases to estimated parking demands, possibly including off-site and shared parking or a land-banking agreement. See also 2 previous Development Standards Variances (BZA 2018-8) and the Site Development Plan approval (PC 2018-6).

BZA 2018-18: CHARLES REED DETACHED GARAGE, DEVELOPMENT STANDARDS VARIANCE

PETITION TYPE	Development Standards Variance
APPLICANT	Charles Reed
ADDRESS	23 Conrey Street
HEARING DATE	9/11/2018
FINAL DECISION	Approval with Condition

The applicant owns multiple rental properties close to this site and asked to build a 30' x 64' detached garage on the subject property for storage and maintenance needs of those properties. The UDO prohibits accessory buildings on a lot without a primary structure already in place on the lot. The BZA approved this variance with the condition that it comply with all applicable UDO standards including the maximum height and maximum lot coverage.

BZA 2018-19: SHAWN HOLLAR GARAGE HEIGHT, DEVELOPMENT STANDARDS VARIANCE

PETITION TYPE	Development Standards Variance
APPLICANT	Shawn Hollar
ADDRESS	846 Main Street
HEARING DATE	11/13/2018
FINAL DECISION	Approval



BZA approved variance from UDO 5.23(A) Height Standards in the R1 – Single Family Residential zoning district to allow a garage that is 21 feet in height, 6' taller than the maximum permitted height of an accessory structure.

BZA 2018-20: CHARLES WEST, DEVELOPMENT STANDARDS VARIANCE



PETITION TYPE	Development Standards Variance
APPLICANT	Charles West
ADDRESS	661 Brent Woods Drive
HEARING DATE	11/13/2018
FINAL DECISION	Approval

The property owner recently constructed a new home and during the final inspection it was discovered that the driveway had been poured too close to the property line. The BZA approved a variance from UDO 5.14(D) to allow a setback that is 16 inches from the side property line, instead of 3 feet.

BZA 2018-21: DONALD & AMY RICHEY, DEVELOPMENT STANDARDS VARIANCES

PETITION TYPE	Development Standards Variance
APPLICANT	Donald & Amy Richey
ADDRESS	102 S West Street
HEARING DATE	11/13/2018
FINAL DECISION	Approval

The BZA approved a variance to reduce the setback on this narrow lot from 4' to 3' to allow a carport and to allow that carport to be 0 feet from an existing carport and 2 feet from the existing shed on the property, instead of the 5' separation required by the UDO.



BZA 2018-22: AARON CALLIS, DEVELOPMENT STANDARDS VARIANCE

PETITION TYPE	Development Standards Variance
APPLICANT	Aaron Callis
ADDRESS	1447 W McKay Road
HEARING DATE	1/2/2019
FINAL DECISION	Approval

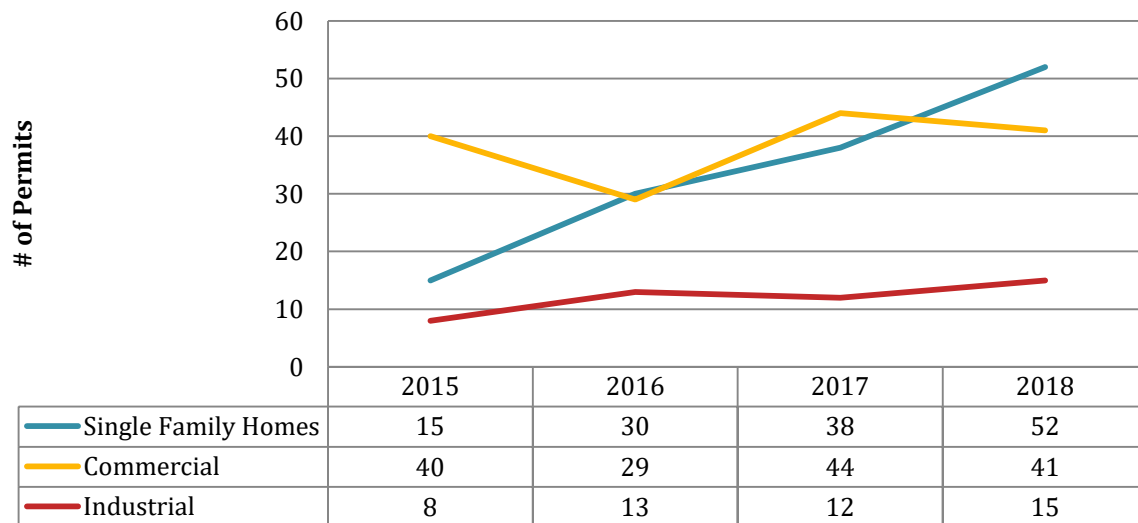
The BZA approved a variance to increase the maximum height of an accessory structure from 15' to 21'. This will allow the petitioner to construct a detached garage to store a boat during the winter months. This was the only variance that was required to proceed with this project.



DEVELOPMENT IN 2018

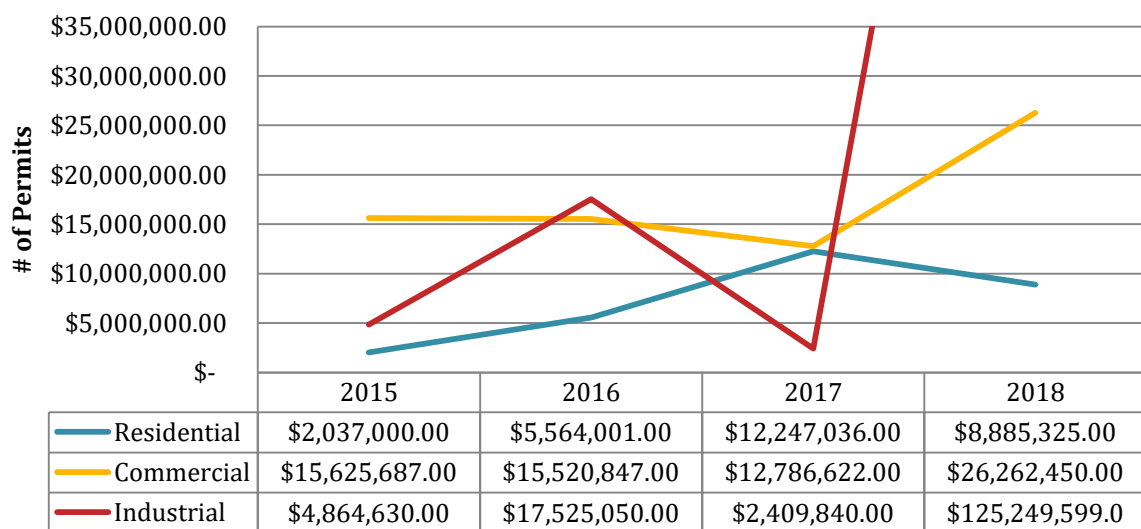
The total number of building permits issued increased slightly from 197 in 2017 to 200 in 2018. While there was an increase in the total number of permits issued, there was a significant increase in total cost of construction, from \$27,443,498 in 2017 to \$160,397,374 in 2018. The graphic below indicates trends in the number of new single family home permits, all commercial permits, and all industrial permits since 2015.

Permits Issued



Below is a graphic showing the cost of construction since 2015, these numbers show the amount of investment, primarily from the private sector, in a given year. The chart below also illustrates how major projects like POET Biorefineries can drastically skew this indicator. Excluding the outlier of Industrial Permits, the remaining construction costs in commercial and residential areas increased roughly 40% from \$25,033,658 in 2017, to \$35,147,775 in 2018.

Cost of Construction

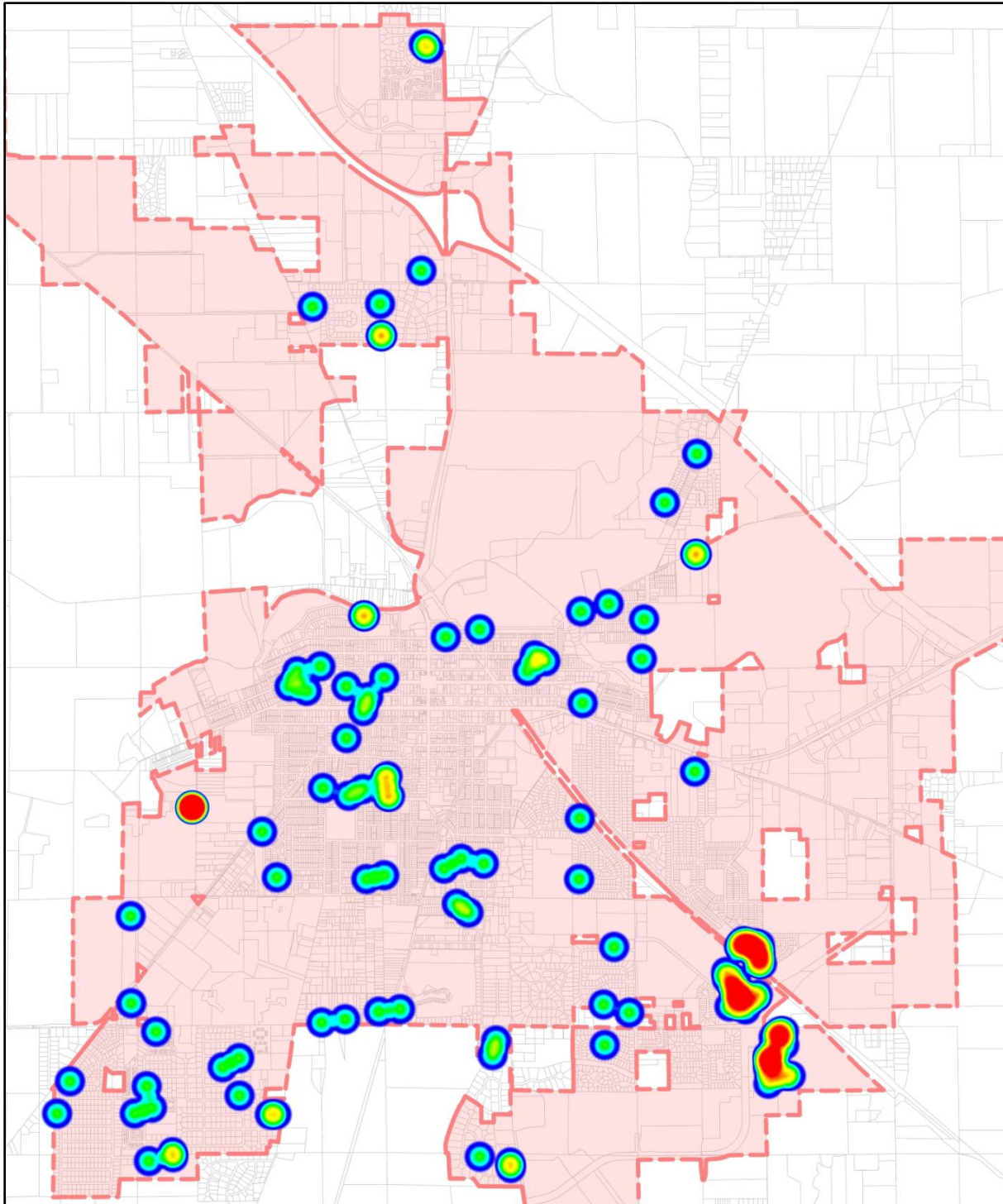


Note: In an attempt not to skew the visual representation of the residential and commercial construction costs, the industrial construction costs were not shown in full on this graphic



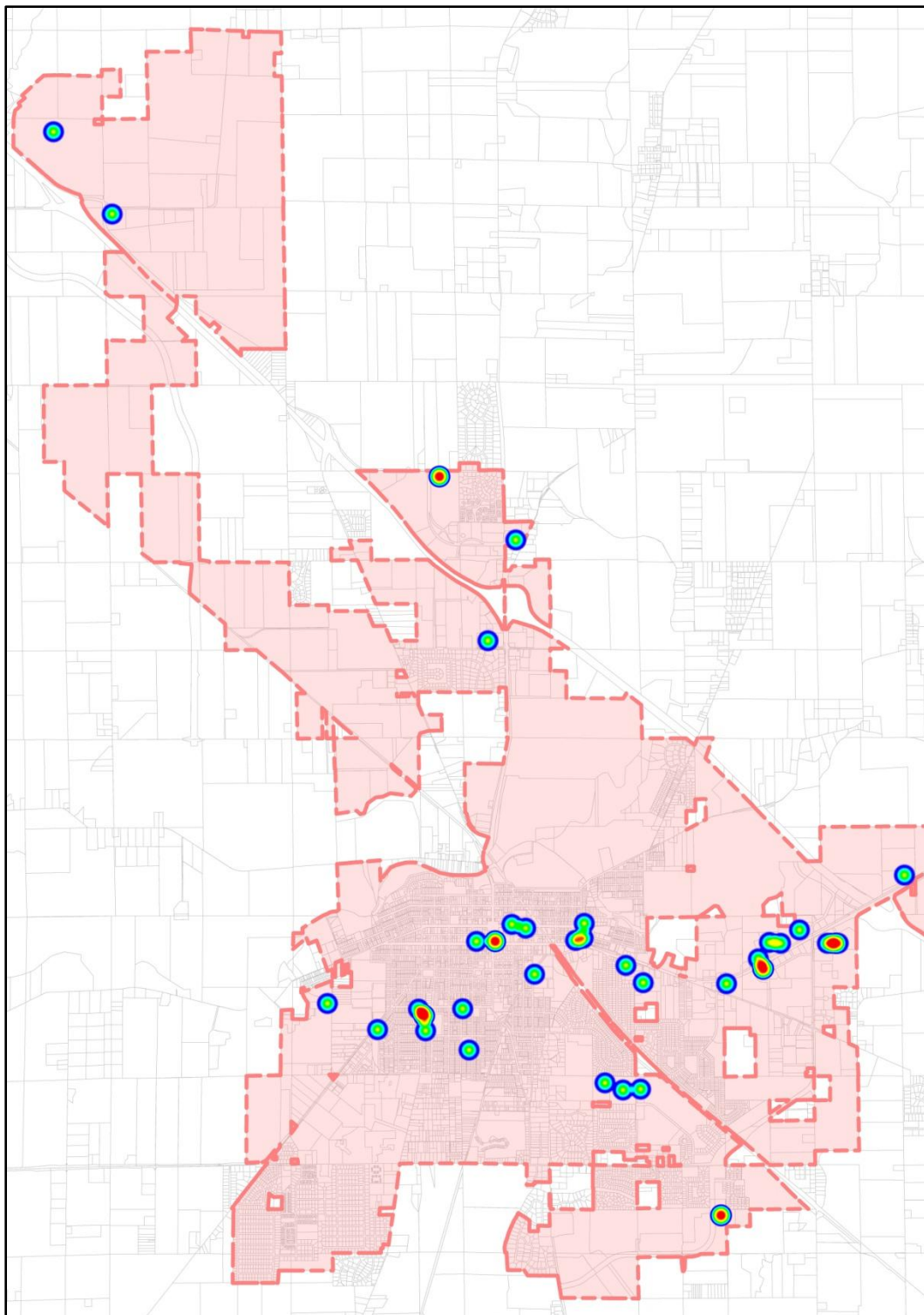
RESIDENTIAL BUILDING PERMITS MAP

The below map shows all residential building permits from 2018. This includes permits for New Construction, Remodels, and Additions. This is a “Heat Map” that is used to show concentration of permits, with colors representing a higher or lower concentration of permits being issued in the area. (Low Intensity to Higher Intensity: Blue → Green → Yellow → Orange → Red)



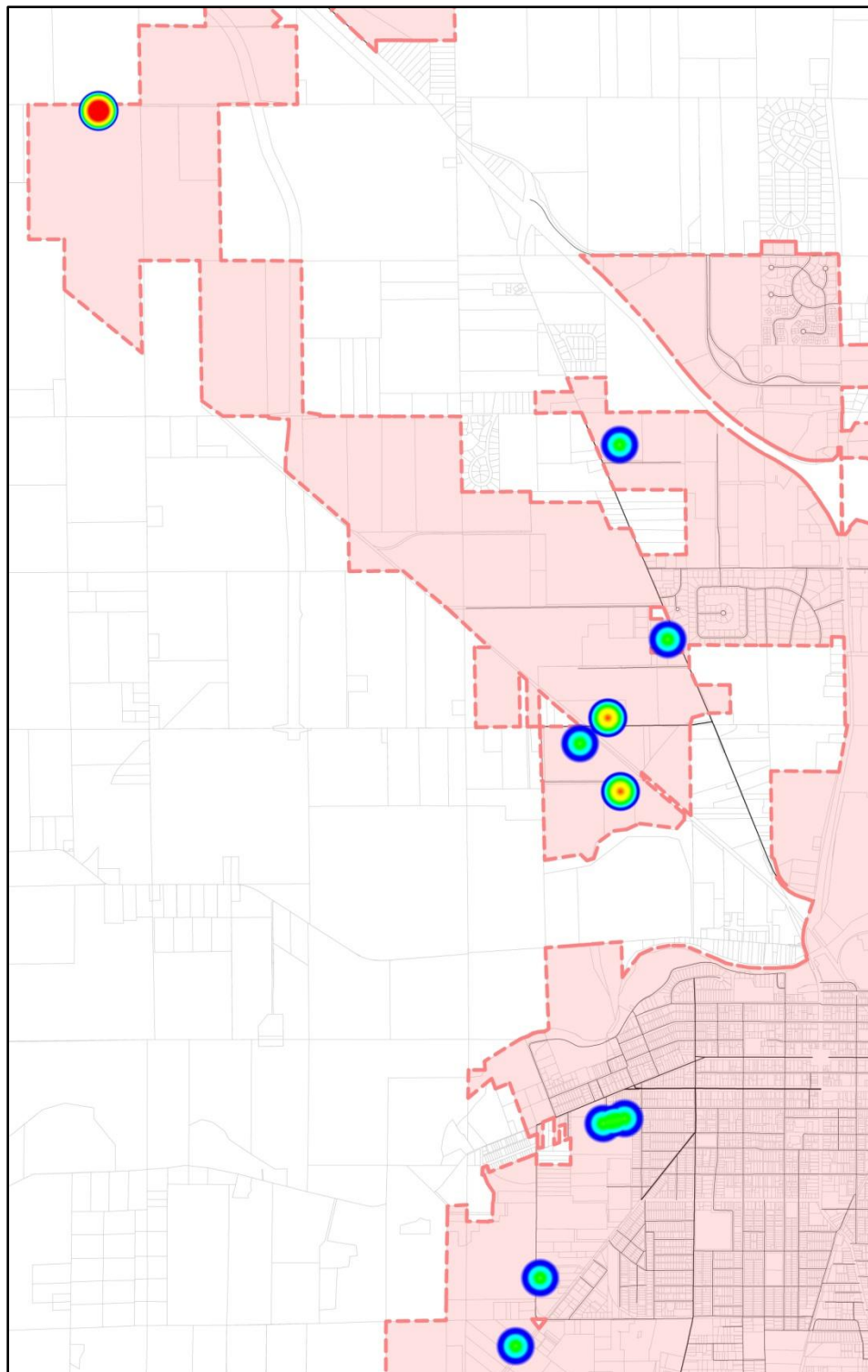
COMMERCIAL BUILDING PERMITS MAP

The below map shows all commercial building permits from 2018. This includes permits for New Construction, Remodels, and Additions. This is a “Heat Map” that is used to show concentration of permits, with colors representing a higher or lower concentration of permits being issued in the area. (Low Intensity to Higher Intensity: Blue → Green → Yellow → Orange → Red)



INDUSTRIAL BUILDING PERMITS MAP

The below map shows all industrial building permits from 2018. This includes permits for New Construction, Remodels, and Additions. This is a “Heat Map” that is used to show concentration of permits, with colors representing a higher or lower concentration of permits being issued in the area. (Low Intensity to Higher Intensity: Blue → Green → Yellow → Orange → Red)



CODE ENFORCEMENT IN 2019

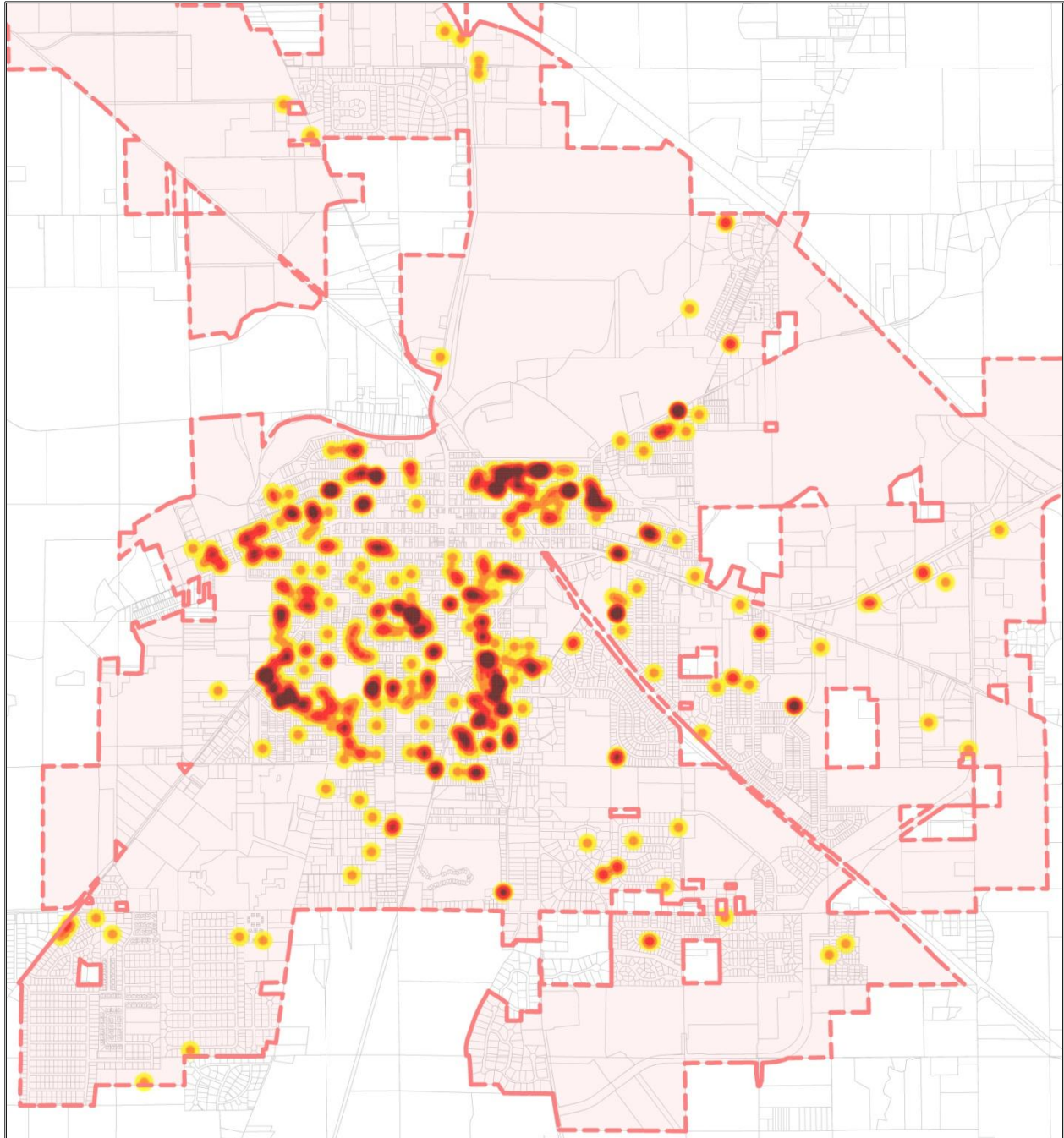
Starting in 2019, the department began tracking all of the code enforcement cases geospatially, so that this data could be used to show trends and “repeat cases” in terms of Code Enforcement. The Code Enforcement function of our department primarily works on violations of the City’s nuisance codes in regard to (1) Loose Trash and Debris, and (2) Grass and Weeds in excess of 10 inches. For a vast majority of these cases, the PABD staff can work with the property owners to ensure the problem is resolved, but in some instances where the property owner will not or cannot comply with orders to remediate the problem we have to request assistance through other City Department to perform this work and the bill for that work becomes a lien recorded against the property. Below is a table outlining the total number of Code Enforcement cases in 2018 and it will also show the break-down on what types of cases these were and how many needed additional intervention.

Type of Case	Total Number of Cases	% Requiring Additional Intervention
Grass and Weeds	303	9.6%
Trash and Debris	204	2.9%
<i>Total</i>	<i>507</i>	<i>6.9%</i>



CODE ENFORCEMENT CASES MAP

The map below shows all of the code enforcement cases logged by the PABD during 2018. This is a “Heat Map” that is used to show concentration of violations, with colors representing a higher or lower concentration of violations being issued in the area. (Low Intensity to Higher Intensity: Yellow → Orange → Red → Black)



DEPARTMENT FINANCES

Due to the nature of the Planning and Building Department and the services provided, we are able to assess “User Fees” to the specific individuals using the department’s services, so as not to burden the community’s tax base as a whole. Historically, these user fees and other revenue sources have equated to roughly 75% of the expenditures of the department for any given year.

EXPENDITURES

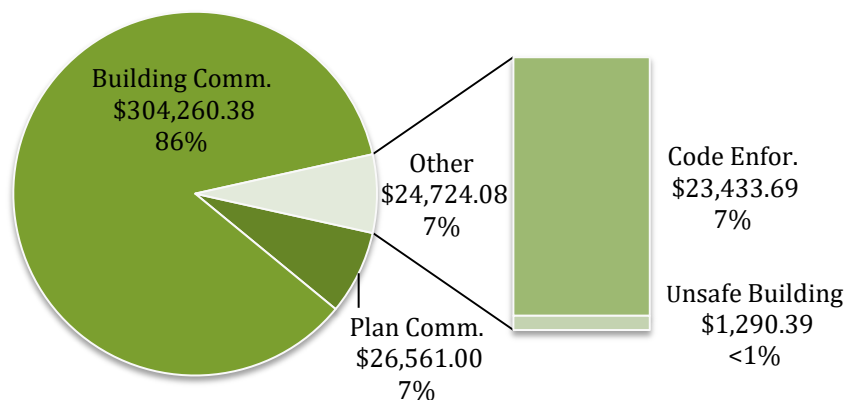
The Planning and Building Department is comprised of different budgets within the City’s General Fund. Those budgets and the amount expended from them are as follows:

Budget	Budgeted Amount In 2017	Amount Spent In 2017	Pct. Spent In 2017	Budgeted Amount In 2018	Pct. Change from 2017	Amount Spent In 2018	Pct. Spent In 2018
Plan Commission	\$265,523	\$233,706	88.0%	\$249,693	-6.1%	\$235,299.41	94.2%
Building Commission	\$104,969	\$100,441	95.7%	\$131,640	+25.4%	\$93,278.23	70.9%
BZA	\$1,715	\$1,249	72.8%	\$1,715	0%	\$1,315.00	76.7%
GIS	\$45,767	\$43,749	95.6%	\$30,000	-52.6%	\$14,032.37	46.8%
Total	\$417,974	\$379,145	90.7%	\$413,048	-1.2%	\$343,925.01	83.3%

REVENUE

The largest source of revenue produced by the Planning and Building Department is from the user fees associated with new development. These fees can be directly assessed to the individuals and projects that are using the services of the department. These user fees account for roughly 90% of the total revenue generated by the department. The other revenue source is from liens that have been previously placed on properties for unsafe building orders, grass and weed violations, and trash and debris violations. This revenue source can change drastically between years depending on the number of code enforcement cases and depending on how long a property owner takes to payoff liens associated with these enforcement cases.

Revenue Source:	2017	2018	Pct. Change
Plan Commission Fees	\$21,805.00	\$26,835.00	+23%
Building Commission Fees	\$209,765.60	\$331,141.38	+58%
Code Enforcement Liens	\$14,909.49	\$23,433.69	+57%
Unsafe Building Liens	\$0.00	\$1,290.39	-NA-
Total	\$246,480.09	\$382,700.46	+55%



ESTABLISHING GOALS FOR 2019

To begin every year, the PABD staff like to sit down and discuss the goals that had guided the previous year and begin to develop new goals for the coming year. These goals are intended to go beyond the day-to-day tasks of the department and have a broader positive impact on the city as a whole. These goals are also an attempt to continually review our own processes so that we are providing the best and most efficient experience to any individual that interacts with our office.

After much time and consideration, the Planning and Building Department staff has developed the following goals for the 2019 calendar year:

1. Increase community involvement and department transparency by providing more information and resources in an easier-to-use format on the department's website.
2. Develop and codify formal operating procedures for our standard day-to-day tasks that have been informally developed and adopted over the years.
3. Continue our process of identifying areas of the Unified Development Ordinance that need review and possible amendments to continually provide a modern, streamlined development process.
4. Assist community organizations like Mainstreet Shelbyville and The Shelby County Development Corporation in promoting economic development throughout the community.
5. Revisit the small area plan for Exit 109 that was developed in 2008, as described in the Comprehensive Plan Update.
6. Use geospatial data to proactively identify and remedy areas with nuisance code violations before they start detracting from the character and value of the neighborhood.

