

ANNUAL REPORT

2019

This report will serve as a brief summary of the 2019 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 2019 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 2019, below are some basic figures that show the work performed by the PABD in 2019.

	2018	2019	Percent Change
Plan Commission Petitions	22	26	+18.18%
Board of Zoning Appeals Petitions	22	18	-18.18%
Code Enforcement Cases	507	538	+6.11%
Value of Construction ¹	\$160,397,374	\$61,297,771	-61.78%
Total Building Permits ²	200	225	+12.50%
New Single Family Home Permits ³	52	32	-38.46%
Commercial Permits	41	30	-26.83%
Industrial Permits	15	12	-20%

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

- Finalizing and adopting the update to the Comprehensive Plan, which was stated in early 2018 and primarily funded through a grant awarded to the department in late 2017.
- Hired CitizenServe and have begun the process of converting many of the department's operations to a digital cloud-based environment that allows easier access to our services and a more streamline process.
- For the first time since prior to the recession in 2008, the Plan Commission had a petition to approve new single-family home lots. All housing development between 2008 and this year was occurring on previously approved developments, this is the first sign of new residential development since the Great Recession.
- Redevelop and improve the information on the department's website to make information more easily available to the public, including the addition of all meeting agendas and materials prior to the meeting.



The preliminary plat for Phase II and III of Twin Lakes
Source: Westport Homes

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

² This figure includes new construction, remodels, and additions in all residential, commercial and industrial projects

³ This figure only includes new construction; remodels and additions are not included.



BRIEF REVIEW OF 2019

During the 2019 calendar year, the Shelbyville Plan Commission heard 26 cases and the Shelbyville Board of Zoning Appeals heard 18 cases on a wide variety of projects, many of them intertwined between these two bodies. The petitions heard in 2019 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 2019.

2019 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:

INCREASE COMMUNITY INVOLVEMENT AND DEPARTMENT TRANSPARENCY BY PROVIDING MORE INFORMATION AND RESOURCES IN AN EASIER-TO-USE FORMAT ON THE DEPARTMENT'S WEBSITE

Rich, two-way dialogue between citizens and government helps improve transparency and brings a legitimacy to the entire decision making process. To help accomplish this goal, the Planning and Building Department has increased their use of current web technology by streamlining their website and making commonly used material easier to find. In addition, all of the projects and petitions that are heard by the Plan Commission or by the Board of Zoning Appeals have been added to the website for review by the public prior to the meetings. The Planning and Building team has also included on the City website a list of current projects that are under construction including where they are at in the construction process, any important information residents need to know and project timelines. Prior to these improvements, members of the public were required to visit our office to retrieve copies of these same materials.



A screenshot of the department's website showing that all meeting materials and agendas are now being posted online so members of the public have easier access to this information

DEVELOP AND CODIFY FORMAL OPERATING PROCEDURES FOR OUR STANDARD DAY-TO-DAY TASKS THAT HAVE BEEN INFORMALLY DEVELOPED AND ADOPTED OVER THE YEARS

As the department continues to embrace new technologies in an effort to provide better service to all that interact with our office, we will also utilize these technologies to formalize operating procedures. A major advancement that will help us in these efforts is the implementation of "CitizenServe" an online and fully cloud-based permitting, inspection, code enforcement, and application platform. Through this platform, we will be able to develop and implement digital "checklists" which will help to standardize procedures among department staff.

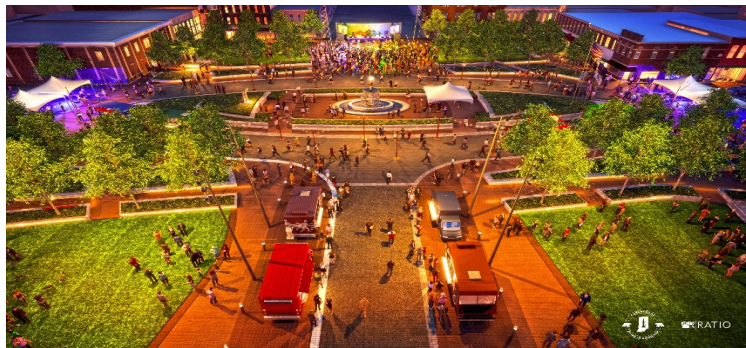


CONTINUE OUR PROCESS OF IDENTIFYING AREAS OF THE UNIFIED DEVELOPMENT ORDINANCE THAT NEED REVIEW AND POSSIBLE AMENDMENTS TO CONTINUALLY PROVIDE A MODERN, STREAMLINED DEVELOPMENT PROCESS

As part of the Annual Review of the Department, the Planning and Building staff completes several different types of analysis. The staff reviews the type and quantity of development standard variances and they discuss planning trends with peers in other communities throughout the State. 2019's focus was on updates to the Subdivision Review Process, increasing Landscaping requirements for new development and maintenance of existing landscaping, and introducing solar standards to the Unified Development Ordinance. All three of these updates are coming to a close, and the language will begin through the adoption process in the coming months.

ASSIST COMMUNITY ORGANIZATIONS LIKE MAINSTREET SHELBYVILLE AND THE SHELBY COUNTY DEVELOPMENT CORPORATION IN PROMOTING ECONOMIC DEVELOPMENT THROUGHOUT THE COMMUNITY

The Planning and Building Department is a valuable partner in all projects and development happening in the City of Shelbyville. Our community partners often rely on us for zoning information and development approval timelines. This includes working with Mainstreet Shelbyville on downtown housing proposals, art projects and ensuring their valuable ideas are included in the design of East and West Washington Streets, the parking garage and the redevelopment of the public square. Additionally, the Planning and Building Department has worked with the Shelby County Development Corporation to respond to *Requests for Information* from industrial and manufacturing clients interested in the community, and our staff has also helped companies like Greenleaf Foods through the planning/zoning/permitting process.



Rendering of a street festival on the planned Public Square redevelopment. Source: Ratio Design

REVISIT THE SMALL AREA PLAN FOR EXIT 109 THAT WAS DEVELOPED IN 2008, AS DESCRIBED IN THE 2019 COMPREHENSIVE PLAN UPDATE

The Planning and Building Department recognized the area around Exit 109 as a significant gateway opportunity into the City of Shelbyville. Annexations, investments from Shelby County in infrastructure, and the ever increasing presence of the Casino make this area unique to attract additional development and entertainment focused businesses. The Planning and Building Staff will continue to understand all of the opportunities of this area and work to realize its full potential, through a partnership with the Shelby County Development Corporation (SCDC) to develop an economic development plan for the Tom Hession Drive area. The planning staff has been working with SCDC to review and develop this economic development plan, and the efforts should be completed in early 2020.

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

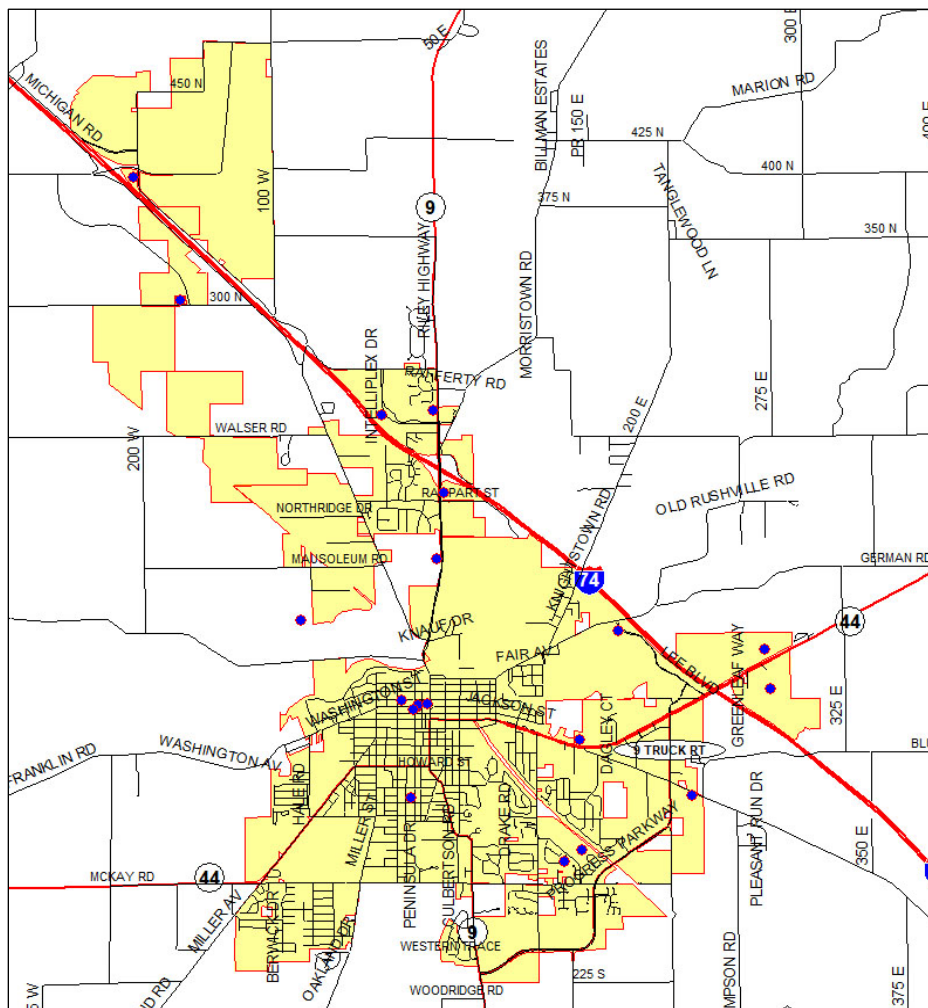
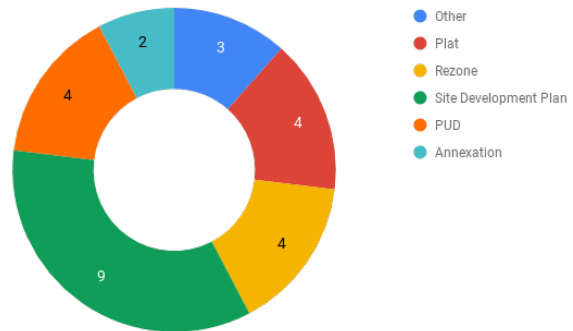
The Planning and Building Department has been collecting geospatial data on nuisance and codes violations since 2018. In 2020, the Department will begin to analyze this data for trends in locations in the City that need continued enforcement, provide opportunities for the City to improve infrastructure and lighting to increase neighborhood pride, or allow community organizations to target cleanup efforts. These reviews will happen on a monthly basis, so that staff can adjust efforts as trends change. The Department will also continue to identify vacant and deteriorating homes that need to be demolished and work with the Board of Public Works to raze those structures.



PLAN COMMISSION PETITIONS

In the 2019 calendar year, the Shelbyville Plan Commission heard a total of 26 petitions, with almost a third of these (9) being for Site Development Plan approval. The total number of petitions is up from the 22 in 2018. 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.

The map below shows where the 26 petitions in the City of Shelbyville geographically occurred.



The rest of this chapter of the report will briefly describe each petition heard by the Shelbyville Plan Commission during the 2019 calendar year and provide an update to the current status of each project.



PC 2019-01: COMPREHENSIVE PLAN UPDATE



PETITION TYPE	Comprehensive Plan Amendment
APPLICANT	City of Shelbyville
HEARING DATE	1/28/2019
FINAL DECISION	Favorable Recommendation

The City of Shelbyville was approved to adopt an update for the Comprehensive Plan. This was greatly accepted by the Common Council and will help establish a unified plan to recognize and address the growth and development within the City of Shelbyville.

PC 2019-02: PARK IMPACT FEE STUDY



PETITION TYPE	Impact Fees
APPLICANT	City of Shelbyville
HEARING DATE	2/25/2019
FINAL DECISION	Favorable Recommendation with Conditions

The Planning and Building Department worked with a consultant to complete a park impact fee study. The study identified the level of burden new housing places on the existing park system and determined a fee that new residential development should pay to help maintain and expand the existing park system.



PC 2019-03: TWIN LAKES APARTMENT – REPLAT



PETITION TYPE	Replat
APPLICANT	Twin Lakes Apartments LLC
ADDRESS	1825 Wichman Lane
HEARING DATE	2/25/2019
FINAL DECISION	Approval

The applicant was requesting to split a parcel with existing apartments into two separate parcels for future duplex development.

PC 2019-04: NOLLEY – REZONE

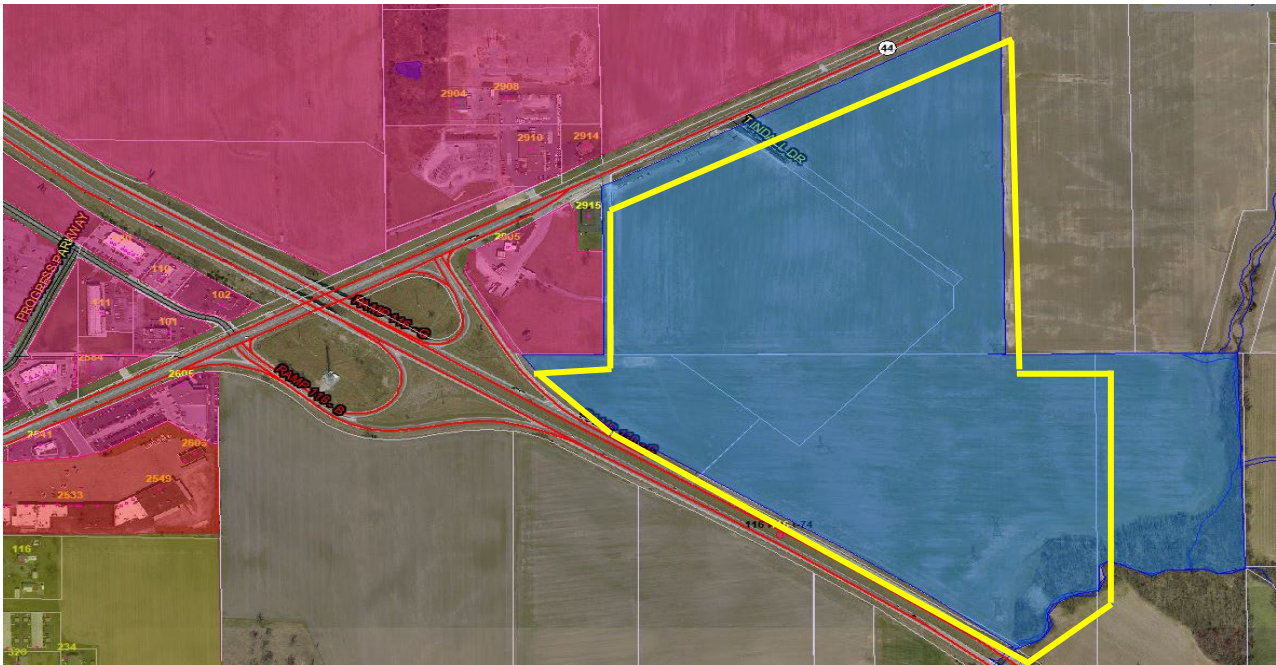


PETITION TYPE	Rezone
APPLICANT	Rob Nolley
ADDRESS	45 W Washington Street
HEARING DATE	4/10/2019
FINAL DECISION	Favorable Recommendation

The original zone of this property was Business General (BG) and was requested to be rezoned to Single Family Residential (R1). The intention was to allow for a more appropriate selling opportunity for an interested buyer, and was unanimously voted to forward a Favorable Recommendation.



PC 2019-05: TINDALL – REPLAT

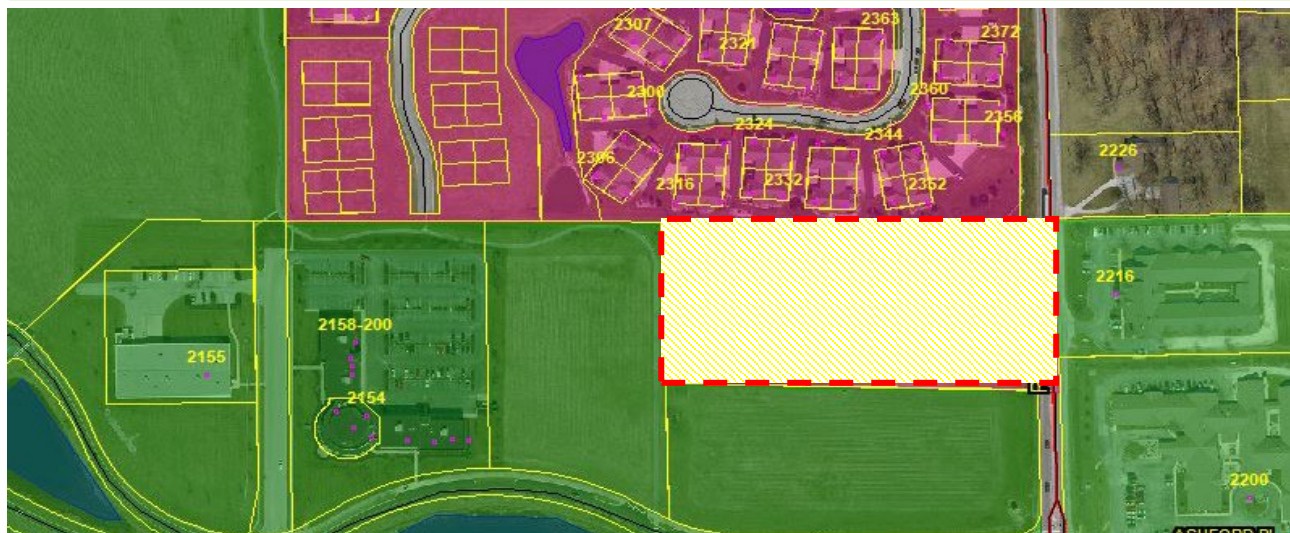


PETITION TYPE	Replat
APPLICANT	City of Shelbyville
ADDRESS	101 Tindall Drive
HEARING DATE	4/10/2019
FINAL DECISION	Approval

This case was part of petition for the City of Shelbyville to replat and split up this parcel into five separate parcels. It was commonly used agricultural land for years but has since been sold to Greenleaf Foods to construct a plant based protein food manufacturing facility.



PC 2019-06: YMCA – REZONE



PETITION TYPE	Rezone
APPLICANT	Major Health Partners
ADDRESS	2325 Intelliplex Drive
HEARING DATE	5/28/2019
FINAL DECISION	Favorable Recommendation

The petition was a formal recommendation to rezone roughly 4.99 acres. The rezone going from its original zone of R1 – Single Family Residential to the Intelliplex PUD Medical Campus zone for the future home of the YMCA.

PC 2019-07: HOOSIER ENERGY SUBSTATION – SDP



PETITION TYPE	Site Development Plan
APPLICANT	Hoosier Energy
ADDRESS	1982 W CR 300 N
HEARING DATE	5/28/2019
FINAL DECISION	Approval with conditions

Hoosier Energy proposed a Site Development Plan to create an electrical substation to serve new industrial customers in the City of Shelbyville. The facility will involve three separate electrical utilities including Duke Energy, Hoosier Energy, and Rush-Shelby REMC.



PC 2019-08: TWIN LAKES – PUD REVISION



PETITION TYPE	PUD Revision
APPLICANT	D.R. Horton – Indiana LLC, d/b/a Westport Homes
ADDRESS	Approx. 1400 S Amos Road
HEARING DATE	5/28/2019
FINAL DECISION	Approval

This is in cohesion with PC 2019-11 and is another step to revise the Planned Unit Development for Twin Lakes. This specific revision involved building out the rest of the property with single family residential homes.

PC 2019-09: GREENLEAF FOODS – SDP



PETITION TYPE	Site Development Plan
APPLICANT	Hixson Inc.
ADDRESS	101 Tindal Drive
HEARING DATE	6/24/2019
FINAL DECISION	Approval

This project is a Site Development Plan submission for the approval of a new plant-based protein production facility through Greenleaf Foods SPC. This is a large project, making up around 57 acres throughout the entirety of the site. This also coincided with PC 2019-05, as this land was previously replatted for this purpose.



PC 2019-10: PARK'S MAINTENANCE BUILDING – SDP



PETITION TYPE	Site Development Plan
APPLICANT	Shelbyville Parks and Recreation
ADDRESS	725 Lee Boulevard
HEARING DATE	6/24/2019
FINAL DECISION	Approval with Conditions

This site resides at the location of Blue River Memorial Park. The Park Board has slowly expanded recreational amenities at this facility, and had submitted a Site Development Plan for a new maintenance building

PC 2019-11: TWIN LAKES SECTIONS II AND III – PRELIMINARY PLAT



PETITION TYPE	Preliminary Plat
APPLICANT	D.R. Horton – Indiana LLC, d/b/a Westport Homes
ADDRESS	Approx. 1400 S Amos Road
HEARING DATE	7/22/2019
FINAL DECISION	Approval with Conditions

This Preliminary Plat was another step taken for the development of Twin Lakes. PC 2019-08 was used to change the boundaries of the land uses, whereas this case looked at the approval of a new plat for both Phase II and Phase III of the neighborhood.



PC 2019-12: HUBLER STORAGE – SDP



PETITION TYPE	Site Development Plan
APPLICANT	John Haines/Tony Nicholson
ADDRESS	2460 Intelliplex Drive
HEARING DATE	8/26/2019
FINAL DECISION	Approval

This Site Development Plan was for a new storage facility, with this location being previously rezoned and subdivided during PC 2018-18 and PC 2018-19. The site is intended to contain six (6) self-storage facilities, equating to roughly 300 units.

PC 2019-13: TINDALL – REZONE



PETITION TYPE	Rezone
APPLICANT	City of Shelbyville
ADDRESS	Approx. 2920 E SR 44
HEARING DATE	8/26/2019
FINAL DECISION	Approval

This rezone was introduced to make the site more attractive to site selectors and development. The zone was requested to be changed from Business Highway (BH) to General Industrial (IG).



PC 2019-14: HAMILTON MAJOR PUD – CONCEPT PLAN



PETITION TYPE	PUD Concept Plan
APPLICANT	City of Shelbyville
ADDRESS	150 W Washington
HEARING DATE	9/30/2019
FINAL DECISION	Approval

This site had previously been the location of Major Hospital until being torn down a couple years ago. This left the site open for new development. This PUD Concept Plan was a request by the City of Shelbyville Redevelopment Commission for an approval of new residential development.

PC 2019-15: TIF CONSOLIDATION

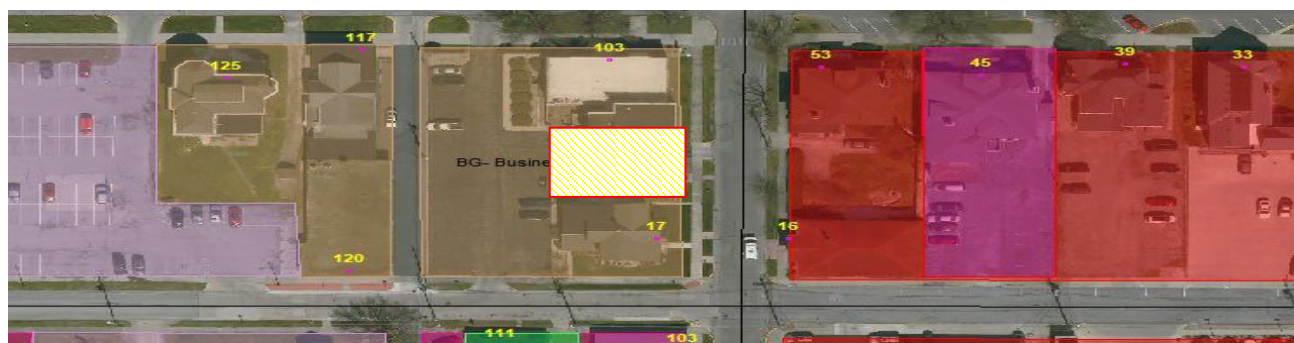


PETITION TYPE	TIF Consolidation
APPLICANT	City of Shelbyville
ADDRESS	44 W Washington Street
HEARING DATE	9/30/2019
FINAL DECISION	Approval

The TIF consolidation request was to combine multiple tax increment financing districts into one large district. The City of Shelbyville Redevelopment Commission designated an area known as the Downtown Economic Development Area (Downtown EDA) and approved an Economic Development Plan (Downtown Plan) for the area. The City of Shelbyville Plan Commission reviewed the Downtown EDA and the Downtown Plan and determined it conforms to the plan for the development of the City.



PC 2019-16: SOUTH TOMPKINS – REZONE



PETITION TYPE	Rezone
APPLICANT	Blue River Counseling Associates, Inc.
ADDRESS	15 S Tompkins Street
HEARING DATE	10/28/2019
FINAL DECISION	Approval

This was a request to rezone the former Business General (BG) property into Single Family Residential (R1). This coincides with one of the goals among the Comprehensive Plan; to return homes near downtown into residential uses.

PC 2019-17: HAMILTON MAJOR PUD – DETAIL PLAN



HAMILTON MAJOR

PLACE

Planned Development District Detailed Plan

PETITION TYPE	PUD Detail Plan
APPLICANT	City of Shelbyville
ADDRESS	150 W Washington
HEARING DATE	10/28/2019
FINAL DECISION	Approval

This is a continuation of PC 2019-14 which allowed for a concept for the PUD. This case is a more refined version of the Planned Unit Development. The PUD Detail Plan accommodates more detailed specifications in reference to the site's development.



PC 2019-18: ISABELLE FARMS PUD – CONCEPT PLAN



PETITION TYPE	PUD Concept Plan
APPLICANT	Arbor Homes
ADDRESS	1400 N Riley Highway
HEARING DATE	1/27/2020
FINAL DECISION	Approval

This is an approximately 83+ acre site that is currently being farmed. This Planned Unit Development would include building single-family homes, and as part of the Concept Plan submission, required that Arbor Homes must provide conceptual and detail plans to be approved.

PC 2019-19: DOWNTOWN PARKING GARAGE – SDP



PETITION TYPE	Site Development Plan
APPLICANT	Genesis Property Development
ADDRESS	17 Public Square
HEARING DATE	12/30/2019
FINAL DECISION	Approval

This Site Development Plan is for an approval of a parking garage. The garage would be located in the Bradley Hall building, which currently sits vacant and has access to the Sears building, which is also vacant.



PC 2019-20: GET GO CAFÉ & MARKET – SDP



PETITION TYPE	Site Development Plan
APPLICANT	Giant Eagle, Inc.
ADDRESS	3899 N Michigan Road
HEARING DATE	2/24/2020
FINAL DECISION	To be determined

This Site Development Plan is for the approval of a convenience store with fuel sales in a Business Highway district along the Interstate I-74 corridor.

PC 2019-21: CASEY GENERAL STORE – PRELIMINARY PLAT

PETITION TYPE	Preliminary Plat
APPLICANT	Kiernan Johnson
ADDRESS	1810 N Riley Highway
HEARING DATE	12/30/2019
FINAL DECISION	Approval

This request was to approve a new plat to create a 3.45-acre lot for Casey's General Store. This site had previously been multiple uses. It first contained a hotel until it was demolished in 2013 after which the Rustic Cactus retail shop was constructed. The Rustic Cactus will be demolished to accommodate the new Casey's General Store.



PC 2019-22: CASEY GENERAL STORE – SDP



PETITION TYPE	Site Development Plan
APPLICANT	Kiernan Johnson
ADDRESS	1810 N Riley Highway
HEARING DATE	12/30/2019
FINAL DECISION	Approval

This Site Development Plan is in cohesion with the previous case, PC 2019-21. This case is looking at the details pertaining to the future development of the Casey's General Store and the site.

PC 2019-23: YMCA – SDP



PETITION TYPE	Site Development Plan
APPLICANT	JPS Consulting Engineers
ADDRESS	2451 Intelliplex Drive
HEARING DATE	12/30/2019
FINAL DECISION	Approval

This Site Development Plan was looking at incorporating a YMCA just off Intelliplex Drive. This YMCA is to be constructed by Major Hospital. This site was previously rezoned from Single Family Residential to Intelliplex PUD Medical Campus under PC 2019-06.



PC 2019-24: BIBLE HOLINESS CHURCH – SDP



PETITION TYPE	Site Development Plan
APPLICANT	Sproles Corp.
ADDRESS	2819 E Michigan Road
HEARING DATE	2/24/2020
FINAL DECISION	To be determined

This case was looking to construct a new, “Family Life and Activity Center” for the Bible Holiness Church.

PC 2019-25: TRINITY METALS – ANNEXATION



PETITION TYPE	Annexation
APPLICANT	Wade Conner/Trinity Metals
HEARING DATE	12/30/2019
FINAL DECISION	Approval

The applicants were requesting an annexation of approximately 43 acres of land to construct a new industrial facility. The site is located off of Enterprise Drive.



PC 2019-26: ISABELLE FARMS – ANNEXATION



PETITION TYPE	Annexation
APPLICANT	Paul Munoz/ Arbor Homes
ADDRESS	N Michigan Road / N Riley Highway
HEARING DATE	Public Hearing will occur later in 2020
FINAL DECISION	To be determined

The applicants were requesting an annexation of approximately 83 acres for a new residential subdivision called, “Isabelle Farms.” This is in addition to PC 2019-18.



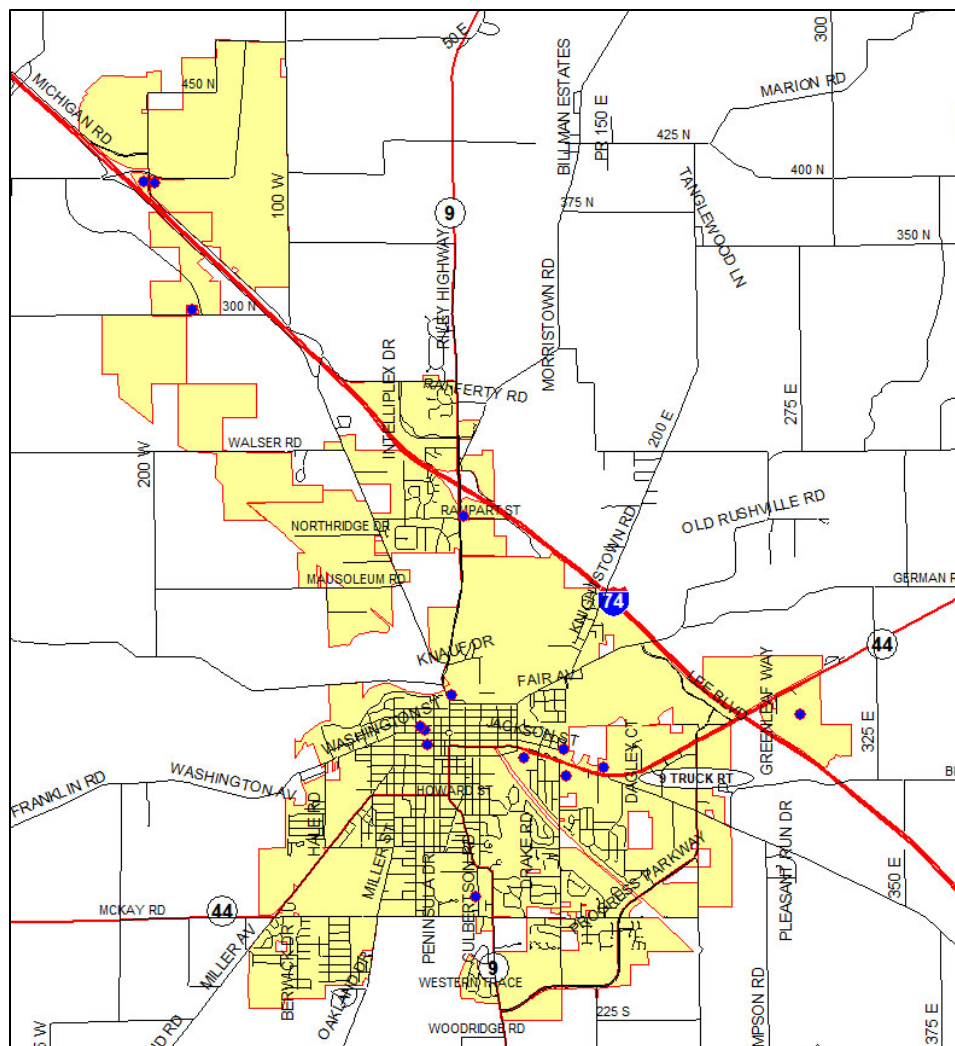
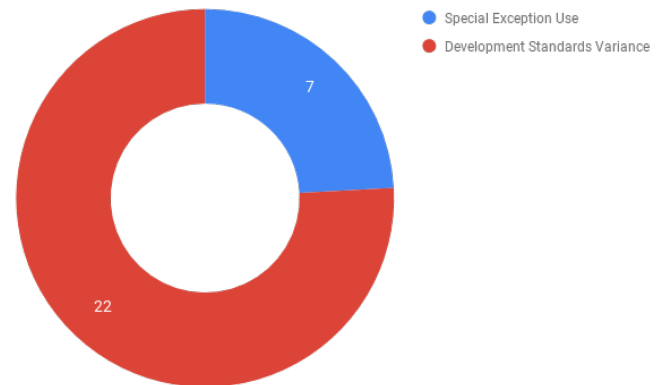
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BOARD OF ZONING APPEALS PETITIONS

In 2019, the Board of Zoning Appeals heard 29 petitions; 22 of the petitions were for Development Standard Variances and the other 7 were for Special Exceptions. The over-all petition count is up from 2018 which saw 22, 20 of which were Development Standard Variances and 2 were Special Exceptions.

The below map shows where all cases in Shelbyville took place, a 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 2019 calendar year, and will try to provide an update as to the current status of each project:



BZA 2019-01: PILOT TRAVEL CENTER POLE SIGN – SE



PETITION TYPE	Special Exception
APPLICANT	Atlantic Sign Company
ADDRESS	1851 W CR 400 N
HEARING DATE	2/12/2019
FINAL DECISION	Approval with Conditions

There was a sign that resided on the site since 2006, but since then, has been structurally compromised and needed removed. This Special Exception Use allowed for a new pole sign within the “Interstate Corridor” as prescribed under UDO 5.58(Q).

BZA 2019-02: PILOT TRAVEL CENTER – DSV

PETITION TYPE	Development Standards Variance
APPLICANT	Atlantic Sign Company
ADDRESS	1851 W CR 400 N
HEARING DATE	2/12/2019
FINAL DECISION	Approval with Conditions

A continuation of BZA 2019-01, this case addressed the approval of a Development Standard Variance from UDO 5.58.Q.3.c. This is a request to erect a sign larger than what is allowed by the UDO.



BZA 2019-03: HAMILTON HOUSE – DSV



PETITION TYPE	Development Standards Variance
APPLICANT	Chris King
ADDRESS	132 W Washington Street
HEARING DATE	2/12/2019
FINAL DECISION	A) Approval; B) Approval; C) Approval w/conditions

This case is requesting three Development Standards Variances for a property that was originally constructed by John Hamilton in 1853, with the current owner looking at restoration of the home. The variances were for the following:

- A. From UDO 5.23 which addresses Height Standards for an accessory structure.
- B. From UDO 5.55 which addresses Setback Standards.
- C. From UDO 5.11 which is Density and Intensity Standards.



BZA 2019-04: DEAN SHADLEY – DSV



PETITION TYPE	Development Standards Variances
APPLICANT	Dean Shadley
ADDRESS	1851 Culbertson Road
HEARING DATE	3/12/2019
FINAL DECISION	A) Approval; B) Approval; C) Approval

This property is a vacant lot (Lot 7) in the Lakeside Addition. This case requested multiple Development Standards Variances to allow for a shorter front yard setback, increased lot coverage, and addition of a second driveway. The variances were for the following:

- A. From UDO 5.14.A.2.a, Drive Separation Standards.
- B. From UDO 5.11.A.1, Maximum Lot Coverage.
- C. From UDO 5.55.B, Front Yard Setback.

BZA 2019-05: PRESCHOOL ACADEMY EMC SIGN – SE



PETITION TYPE	Special Exception
APPLICANT	Schmidt Associates
ADDRESS	1115 E State Road 44
HEARING DATE	3/12/2019
FINAL DECISION	Approval

The Golden Bear Preschool & Administration Office had requested a Special Exception Use for an Electronic Message Center (EMC). This EMC exception was examined under UDO 5.58 to accommodate for an approximately 18 square foot sign.



BZA 2019-06: GREENLEAF FOODS, SPC – SE



PETITION TYPE	Special Exception Use
APPLICANT	Greenleaf Foods
ADDRESS	101 Tindall Drive
HEARING DATE	5/14/2019
FINAL DECISION	Approval

This site was previously replatted in PC 2019-05 and is being used by Greenleaf Foods for development of a plant-based protein manufacturing building. This case is looking at the approval to have a “Food and Beverage Production” under the General Industrial (IG) District through its “special exception use” standards.

BZA 2019-07: GREENLEAF FOODS, SPC – DSV

PETITION TYPE	Development Standards Variance
APPLICANT	Greenleaf Foods
ADDRESS	101 Tindall Drive
HEARING DATE	5/14/2019
FINAL DECISION	Approved

This case is a continuation of BZA 2019-06 with this Development Standard Variance observing UDO 5.32.A.1.b. Greenleaf was requesting a variance from installing planting on the north side of the site due to the areas future use of trailer storage and expansion of the building.



BZA 2019-08: HILLTOP VILLAGE – DSV



PETITION TYPE	Development Standards Variance
APPLICANT	Stephen Haynes/Emerald I
ADDRESS	596 Chestnut Street
HEARING DATE	5/14/2019
FINAL DECISION	Approval

The petitioner purchased a mobile home park established in the 1950's that was dilapidated and run-down. The new owner wanted to remove several trailers that were no longer habitable; however, since it was an older mobile home park several of the lot sizes did not meet the minimum lot size. The owner requested a Development Standards Variance to reduce the minimum living area per dwelling from 900 square feet to 700 square feet.



BZA 2019-09: HOOSIER ENERGY – DSV

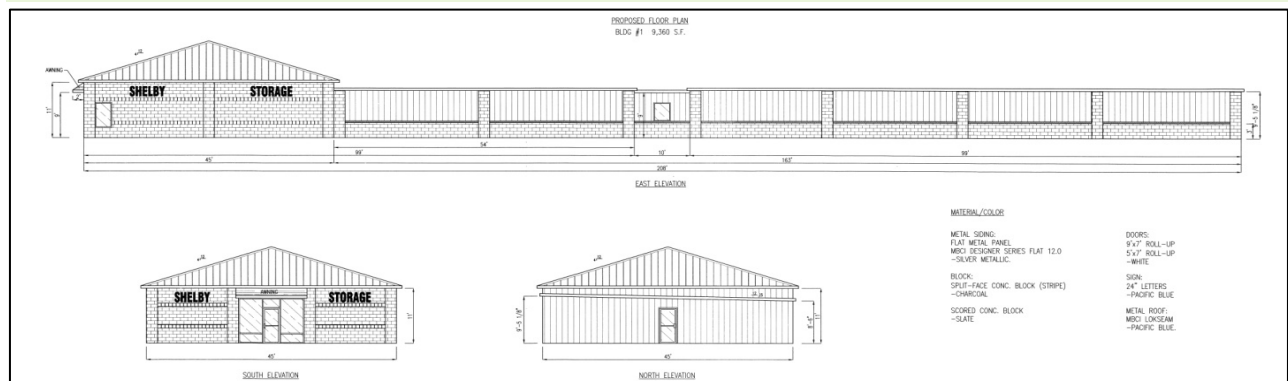


PETITION TYPE	Development Standards Variance
APPLICANT	Tom Gallagher/Hoosier Energy
ADDRESS	1982 W County Road 300 N
HEARING DATE	5/28/2019
FINAL DECISION	A) Approval; B) Approval w/condition; C) Approval w/conditions; D) Approval; E) Approval

A submission for a Site Development Plan was examined by the Plan Commission during this time to accommodate for a new substation (PC 2019-07). In reference to the five requests for Development Standards Variances, this case is looking at the specific variances needed for that substation. The variances were for the following:

- A. Variance from UDO 5.55.B.1, Setback Standards.
- B. Variance from UDO 5.15.ED.4.A, Entrance and Drive Standards, separation of driveway from another driveway.
- C. Variance from UDO 5.15.ED.4.a, Entrance and Drive Standards, separation of a driveway from another street.
- D. Variance from UDO 5.14.ED.3.c, Entrance and Drive Standards; Materials.
- E. Variance from UDO 5.32.LA.2, Non-Residential Lot Planting Standards.

BZA 2019-10: HUBLER STORAGE FACILITY – DSV



PETITION TYPE	Development Standards Variance
APPLICANT	Tony Nicholson, Space & Sites
ADDRESS	1414 E State Road 44
HEARING DATE	7/9/2019
FINAL DECISION	A) Approval w/conditions, B) Approval w/conditions, C) Approval, D) Approval



A Site Development Plan was submitted to the Plan Commission (PC 2019-12) to allow for a self-storage facility. This BZA case is looking at the variances in which the owner was requesting. There were four Development Standards Variances being observed for changes in façades, roofs/parapets, maximum primary structures, and number of parking spaces. The variances were for the following:

- A. Variance from UDO 5.08.A, Architectural Standards (Facades).
- B. UDO 5.08.B.2, Architectural Standards (Roofs).
- C. UDO 5.11.A.2, Density and Intensity Standards.
- D. UDO 5.52.A.1, Parking Standards

BZA 2019-11: 1022 E JACKSON STREET – DSV

PETITION TYPE	Development Standards Variance
APPLICANT	Steven Ward
ADDRESS	1022 E Jackson Street
HEARING DATE	8/13/2019
FINAL DECISION	Approval

This property is a single-family residence in the McCoolley Addition. The owner is requesting a variance for UDO 5.55.B.1, the Setback Standards for an accessory structure, to reduce the standard by four feet within the front yard setback.

BZA 2019-12: HAMILTON MAJOR PUD – DSV



PETITION TYPE	Development Standards Variance
APPLICANT	City of Shelbyville
ADDRESS	150 W Washington Street
HEARING DATE	11/12/2019
FINAL DECISION	Approval

This case is a request for a Development Standards Variance for the Planned Development Designation of Permanent Open Space (UDO 4.07). The developer asked for a reduction to 5% of permanent open space, which is more comparable to traditional Single-Family Residential neighborhoods. The BZA approved a reduction to 7% permanent open space.



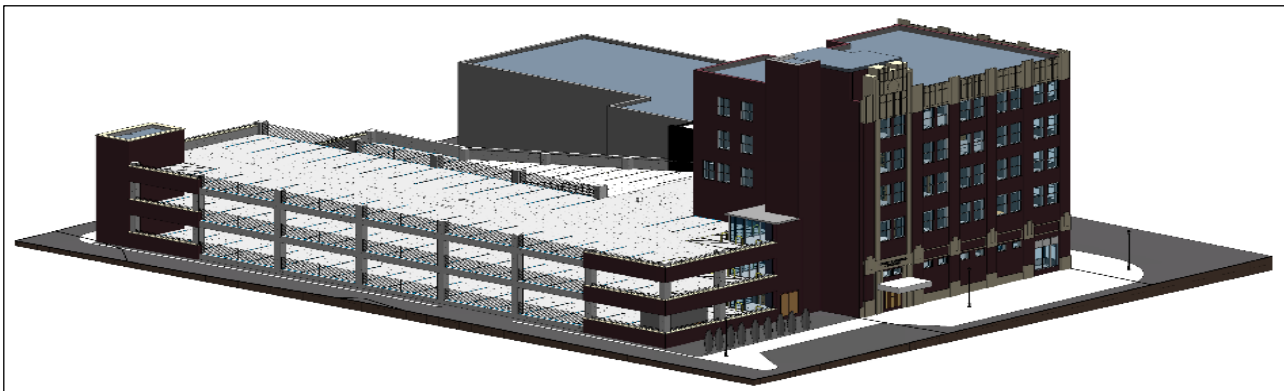
BZA 2019-13: GET GO – SE



PETITION TYPE	Special Exception
APPLICANT	Giant Eagle, Inc.
ADDRESS	3899 N Michigan Road
HEARING DATE	11/12/2019
FINAL DECISION	Approval

In PC 2019-20 the petitioner submitted a Site Development Plan for new construction of a convenience store and gas station. This submission is in cohesion to this case, as the request for this case is to allow fuel sales in conjunction with a convenience restaurant/store.

BZA 2019-14: DOWNTOWN PARKING GARAGE – SE



PETITION TYPE	Special Exception
APPLICANT	Genesis Property Group
ADDRESS	17 & 23 Public Square
HEARING DATE	12/10/2019
FINAL DECISION	Approval

The BZA examined a Special Exception Use for a downtown parking garage. The exception was to allow for a parking garage within the Business Central District.



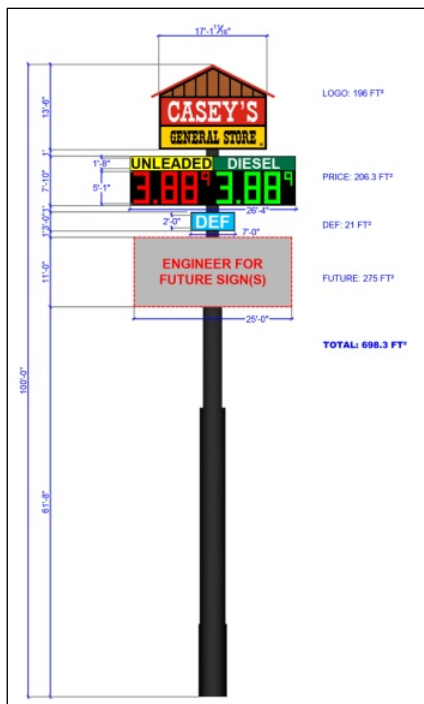
BZA 2019-15: CASEY'S GENERAL STORE – DSV



PETITION TYPE	Development Standards Variance
APPLICANT	Kiernan Johnson
ADDRESS	1804-1810 N Riley Highway
HEARING DATE	12/10/2019
FINAL DECISION	Approval

The Development Standards Variance for this site coincides with PC 2019-22: construction of a new gas station and convenience store. The variance for this case references UDO 5.15.B, Non-residential Driveway Standards. The petition is to allow an increase in the driveway standards to allow for forty (40) foot truck entrances instead of the standard thirty-six (36) feet.

BZA 2019-16: CASEY'S GENERAL STORE – SE



PETITION TYPE	Special Exception Use
APPLICANT	Kiernan Johnson
ADDRESS	1804-1810 N Riley Highway
HEARING DATE	12/10/2019
FINAL DECISION	Approval

In addition to the variances for the site, a Special Exception Use petition was applied to accommodate for a sign pole in the Business Highway District.

BZA 2019-17: CASEY'S GENERAL STORE – DSV

PETITION TYPE	Development Standard Variance
APPLICANT	Kiernan Johnson
ADDRESS	1804-1810 N Riley Highway
HEARING DATE	01/14/2019
FINAL DECISION	Approval

In addition to the Special Exception Use, the petition also requested a development standard variance to increase the square footage of the sign size to 550 square feet.



BZA 2019-18: FIRST PRESBYTERIAN CHURCH – SE



PETITION TYPE	Special Exception Use
APPLICANT	Green Signs
ADDRESS	124 West Broadway
HEARING DATE	1/14/2020
FINAL DECISION	Approval

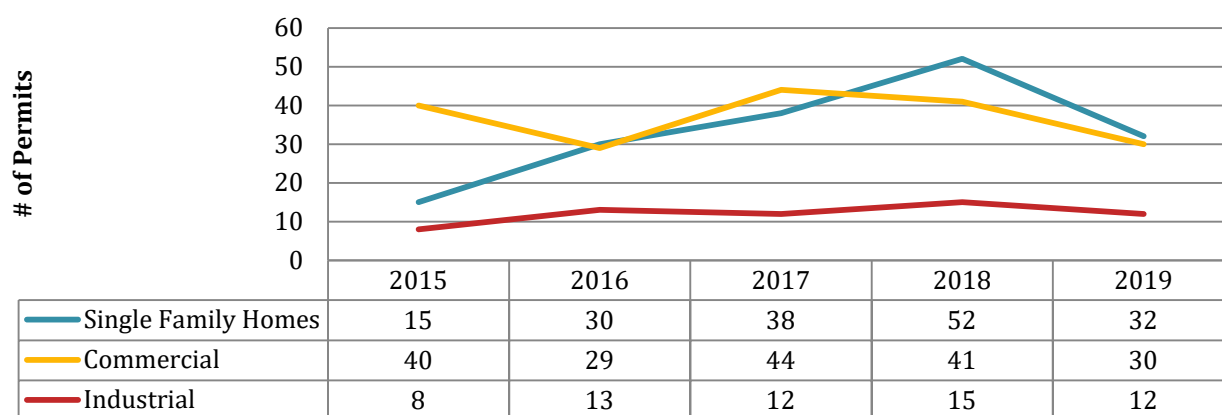
The First Presbyterian Church requested a special exception use to construct a electronic message center at their facility. Electronic Message Centers are only allowed via special exception by the Shelbyville Board of Zoning Appeals.



DEVELOPMENT IN 2019

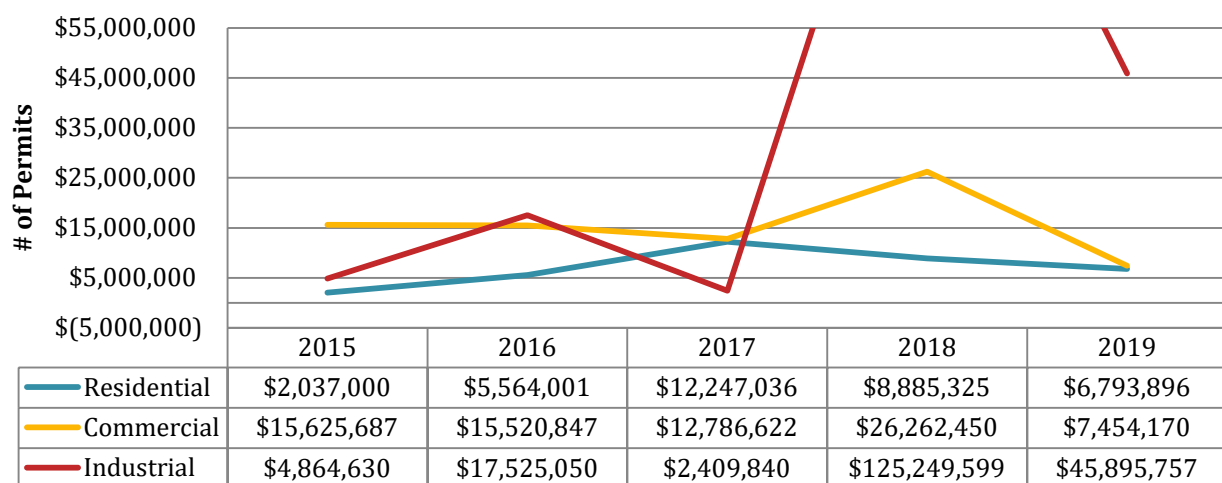
While the overall number of building permits (New Construction, Renovations, and Additions) increased from 200 in 2018, to 225 in 2019, the number of new construction permits dropped slightly across the board. The largest drop was seen in new residential permits, where the number of permits dropped by about 35%. This drop is likely due to the limited supply of buildable residential lots available, but we anticipate an uptick in residential construction in 2020 with a number of residential projects being filed with the Plan Commission. The number of industrial building permits issued is fairly average, because they have historically accounted for roughly 15% of the overall number of new construction permits. This year, industrial permits accounted for 16% of all new construction permits.

Permits Issued



This graphic shows the total cost of construction since 2015, these numbers show the amount of investment, primarily from the private sector, in a given year, through construction. 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 accounted for just over \$60 Million in 2019. We anticipate another really healthy year of growth in all sectors, with large industrial projects like Greenleaf Foods, as well as large residential projects including Twin Lakes Estates, Hamilton Major, and Isabelle Farms.

Cost of Construction

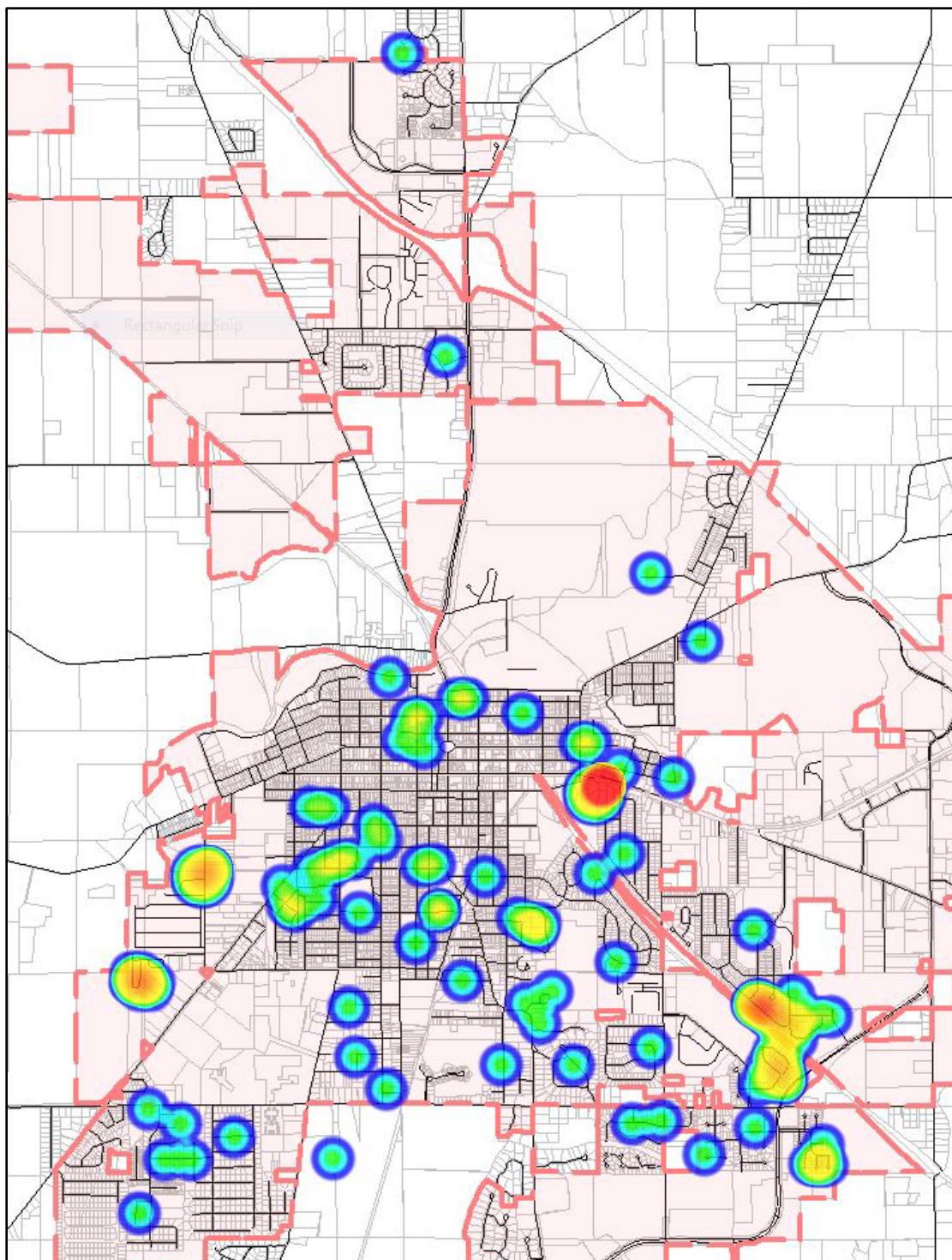


Note: In an attempt not to skew the visual representation of the residential and commercial construction costs, the industrial construction costs for 2018 were not shown in full on this graphic



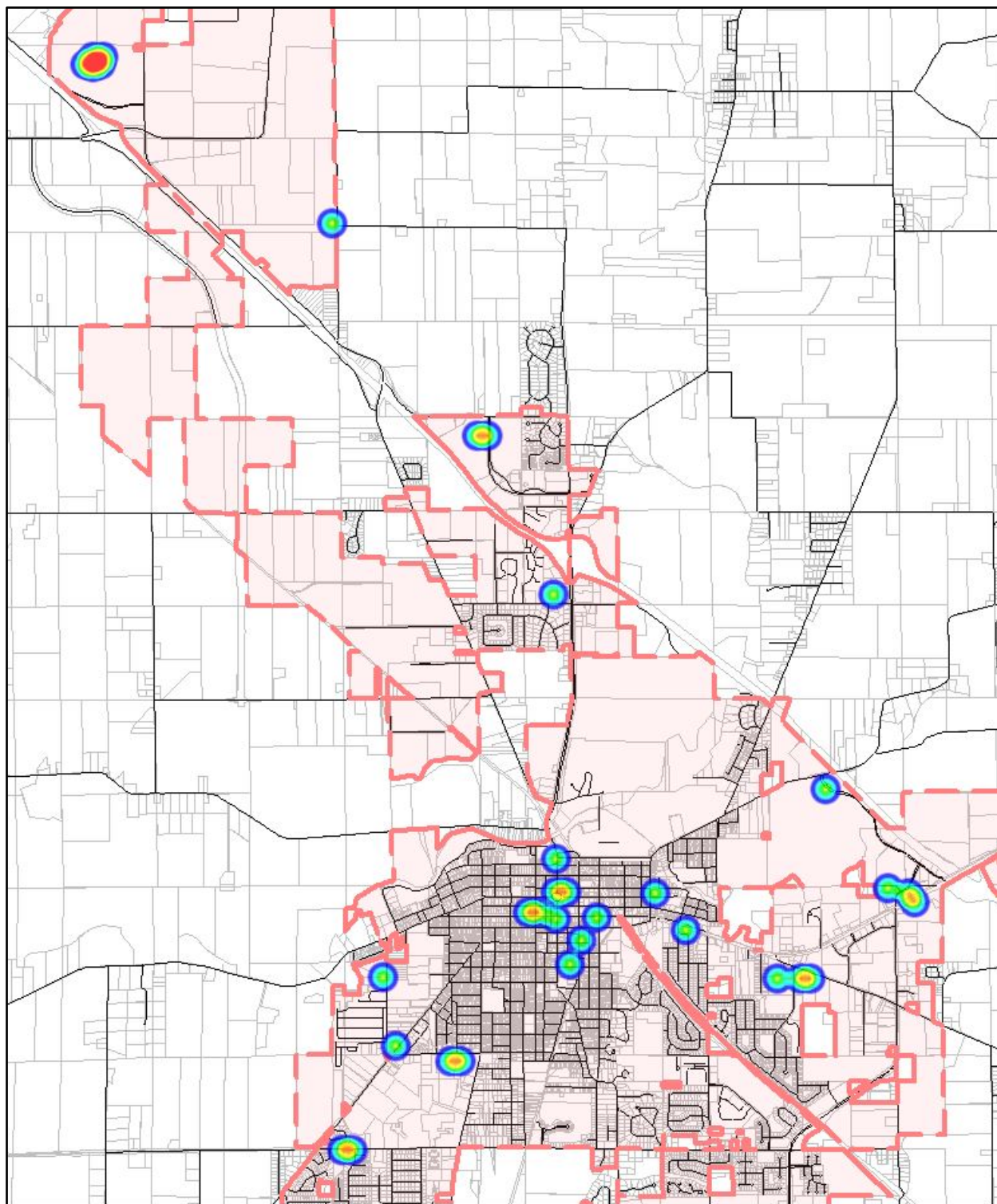
RESIDENTIAL BUILDING PERMITS MAP

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)



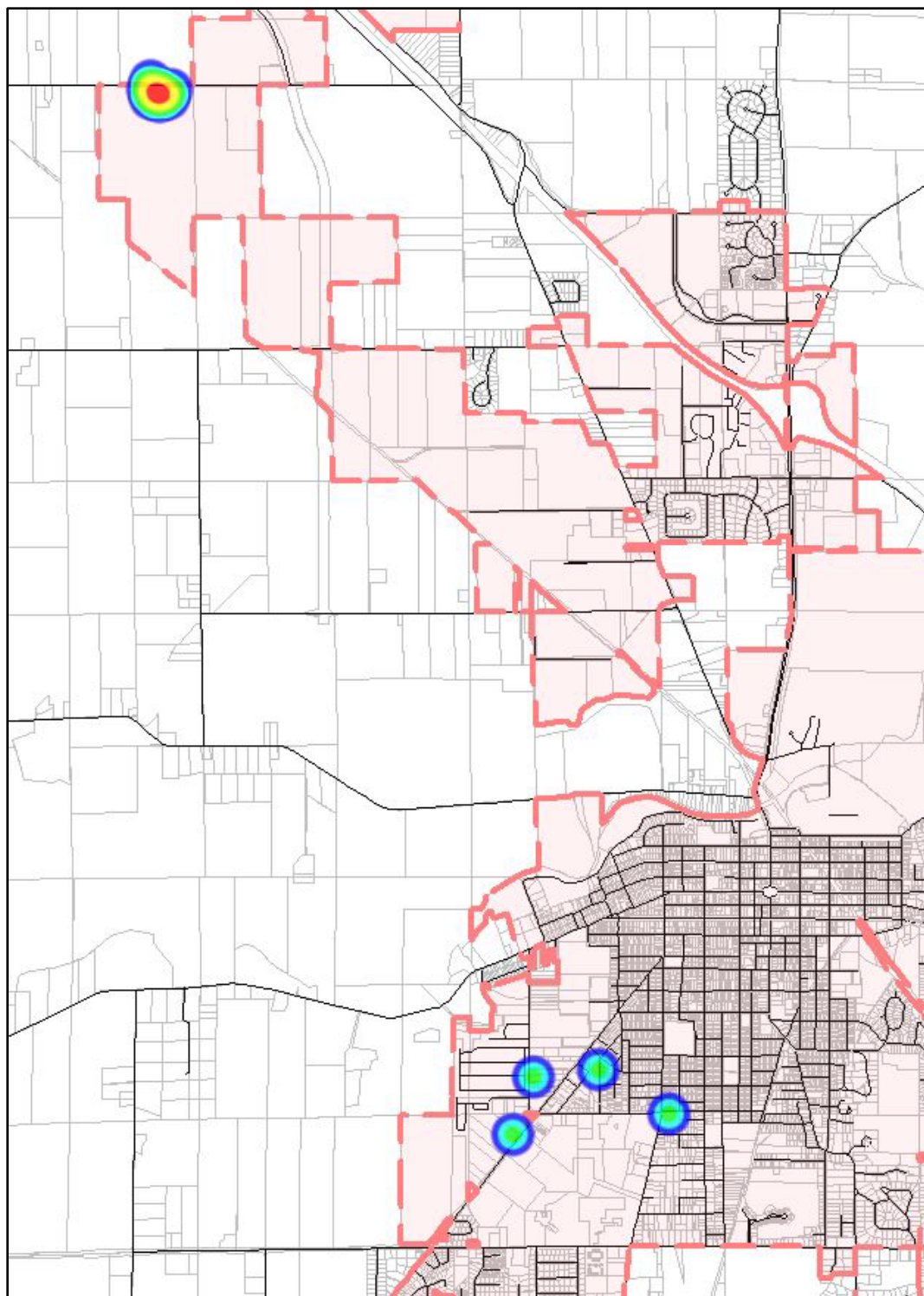
COMMERCIAL BUILDING PERMITS MAP

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 2018, 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. In 2019, the PABD had a total of 538 code enforcement cases.

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. This chart shows the break-down of how many cases needed additional intervention through the City's Board of Public Work's and Safety (BOW). Due to the legal notice requirements involved in sending a case to the BOW, additional time is added to the resolution of these code enforcement cases, so we work to resolve as many cases as possible without involving the BOW. In 2019 the number of cases needing intervention by the BOW was 27 (5.8%).

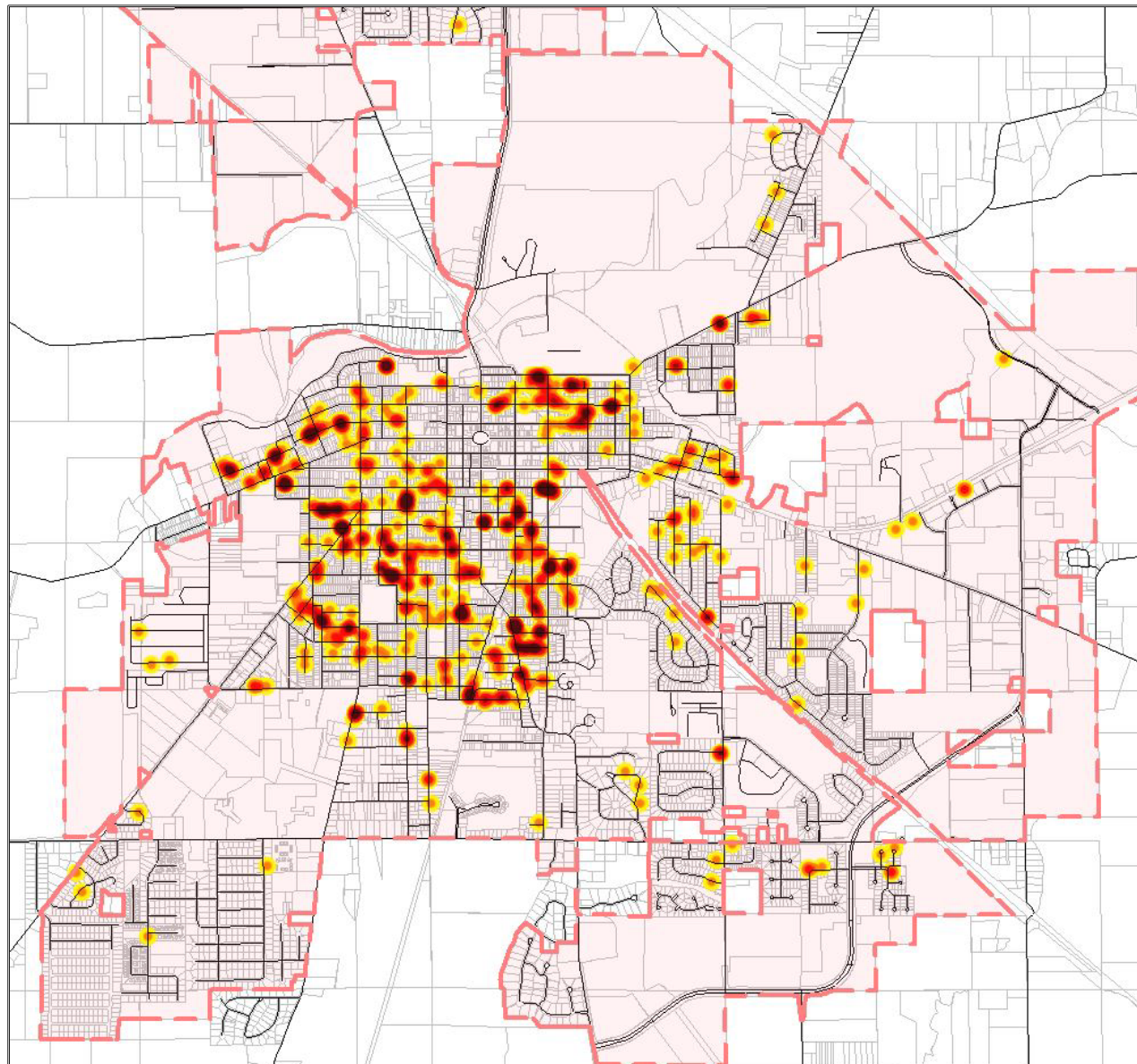
Below is a table outlining the total number of Code Enforcement cases in 2019 and it will also show the break-down on what types of cases these were.

Type of Case	2018 Cases	2019 Cases	Pct. Change
Grass and Weeds	303	263	-13%
Trash and Debris	204	275	+34%
<i>Total</i>	<i>507</i>	<i>538</i>	<i>+6%</i>



CODE ENFORCEMENT CASES MAP

The map below shows all of the code enforcement cases logged by the PABD during 2019. 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 many of 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

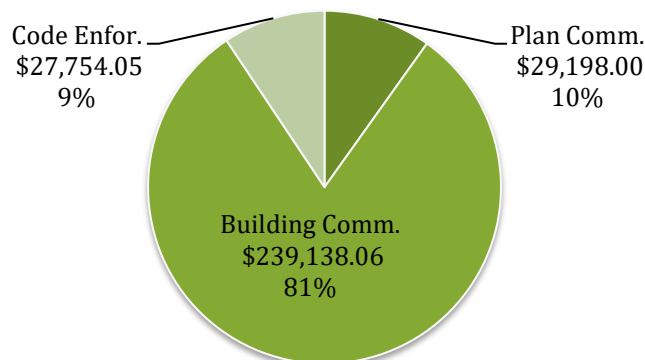
The Planning and Building Department is comprised of different budgets within the City’s General Fund. Those budgets and the amounts expended from them are as follows:

Budget	Budgeted Amount In 2019	Expenditures In 2019	Pct. Spent In 2019	Budgeted Amount For 2020
Plan Commission	\$264,365.00	\$225,248.10	85.21%	\$272,462.00
Building Commission	\$135,591.00	\$102,312.25	75.46%	\$132,980.00
BZA	\$1,720.00	\$1,175.19	68.33%	\$3,300.00
GIS	\$30,000.00	\$12,710.48	42.37%	\$30,000.00
Total	\$431,676.00	\$341,446.02	79.01%	\$438,772.00

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. These user fees will change largely if one or a few large projects pull their permits in a single year, in 2018 all the permits for POET were pulled, which accounts for the spike in revenue for a single year. The other major revenue stream for the PABD 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 pay off liens associated with these enforcement cases.

Revenue Source:	2017	2018	2019	Pct. Change; '18 vs. '19
Plan Commission Fees	\$21,805.00	\$26,835.00	\$29,198.00	+9%
Building Commission Fees	\$209,765.60	\$331,141.38	\$239,138.06	-28%
Code Enforcement Liens	\$14,909.49	\$23,433.69	\$27,754.05	+18%
Unsafe Building Liens	\$0.00	\$1,290.39	\$0.00	-NA-
Total	\$246,480.09	\$382,700.46	\$296,090.11	-23%



ESTABLISHING GOALS FOR 2020

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 2020 calendar year:

1. Improve the overall experience for citizens and customers by implementing an online-based application and complaint submission and tracking system.
2. With the assistance and guidance from the City Attorney, formalize the enforcement process involved in the Unsafe Building Law, established in state statute.
3. Work to streamline the local development process by identifying areas of the Unified Development Ordinance that hinder the process, while identifying opportunities to increase the quality of development within the community and stay informed on current planning trends to keep Shelbyville proactive versus reactive.
4. 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.
5. Continue to work with community organizations like Mainstreet Shelbyville, the Shelby County Chamber of Commerce, and the Shelby County Development Corporation to increase economic development opportunities within the community.
6. Assist the Shelby County Development Corporation in their efforts to develop an economic development plan for the Tom Hession Drive area.
7. On a monthly basis, utilize historic and current code enforcement data to identify trends and proactively address areas that are trending in a negative direction before they start detracting from the character and value of the neighborhood.



