

**Plat Committee Summary Minutes  
Virtual Web Conference Meeting**

**January 10, 2022, 4:00 pm**

*Plat Committee minutes are transcribed in a summarized manner.*

The City of Bloomington Plat Committee met on January 10, 2022 at 4:00 p.m. via a virtual (Zoom) meeting due to COVID-19. Members present: Roy Aten, Jillian Kinzie and Phil Peden

**ROLL CALL**

**APPROVAL OF MINUTES:** None at this time.

**REPORTS, RESOLUTIONS AND COMMUNICATIONS:**

**PETITION:**

**DP-43-21**      **Habitat for Humanity of Monroe County, Inc.**  
917, 921, 925, 929 W Moravec Way  
Request: Secondary Plat amendment to create three single-family lots.  
Case Manager: Keegan Gulick

Keegan Gulick presented the Staff report. The Department recommends approval of the final plat with the following conditions of approval.

1. Future amendments to the Secondary Plat can be processed for review and decision at the staff level.
2. Following all revisions to the Secondary Plat, the Planning Director shall sign and seal the plat at the appropriate locations.
3. The petitioner shall file the Secondary Plat with the County Recorder's Office and within thirty (30) days provide the Planning and Transportation with a copy of the recorded mylar.

**PROJECT REPRESENTATIVE COMMENTS:**

Nathan Ferreira, Director of Land Development & Production with Habitat for Humanity of Monroe County, Inc. said adding larger lots will allow them to build homes for larger families.

**COMMISSIONER COMMENTS:**

Roy Aten asked why the first condition of approval was necessary, to him it seems like that is something that is already part of code. Gulick said his understanding was that plot amendments were not delegated to the staff level for approval, so for this one we just wanted to add the condition so that any future ones could be done at the staff level. Kinzie noted that 2019/2020 the rewrite of the UDO allowed staff to approve secondary plots. Scanlan said that it has to be stated in the primary plat hearing as a condition. Aten said this condition says future amendments to the Secondary Plat shall be reviewed at the staff level, are they reviewing them or approving them. Scanlan said the planners would do the full review. Kinzie said the planner is just clarifying the recommendation even though this plat would still qualify under the earlier rules, this new review is being grandfathered in. Scanlan said if the original primary plat had been approved at a time when it was allowed for staff to approve secondary plat, the decision making body at that time, whether it was a planner or Plan Commission could have said okay we want any secondary plats in the future to go to staff, but because they didn't you have to see this secondary plat. But what we're proposing is that if something changes, Habitat for Humanity has to move a lot line or decides to create a new lot then that can be done at the staff level. Aten asked so they could actually subdivide another lot here and do it at the staff level.

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Scanlan replied yes, if they could meet the minimum lot size and all other requirements staff can approve any waivers or anything like that. The directors of Engineering, Planning and Transportation and Public Works meet to discuss how to handle those plats since they won't be coming back to the Plat Committee, so moving forward Roy Brian would be reviewing those plats, but not in the Plat Committee context. So we would take the filing and let you know that it has been filed, give you a quick review and we can approve it. Aten asked if there is a threshold that at some point you would bring something back to the Plat Committee or Plan Commission or is it just any changes to any future plans. Scanlan replied yes, only if it's been designated at the decision making body, so then it is the only time that it becomes an option. Aten asked when you say staff, is CBU staff included. Scanlan said yes, Engineering, CBU and Planning and Transportation staff. Aten, to be clear how will the wording on the condition be worded? Scanlan believes the wording on the condition is fine. Aten, so you are just reviewing them? Scanlan said the full review of whether or not they can approve or deny is with staff. She is hesitant to call it approval, but can work with legal for those moving forward. Kinzie said review is okay with her, but she understands Aten's point. Scanlan says that is how the code talks about it. Kinzie asked to change wording to, shall be processed for review and decision at the staff level. Scanlan was okay with that change.

Kinzie asked Mr. Ferreira about the lot sizes, was it the size of the homes that require the larger lot or was it because with the number of volunteers you need bigger lots. Ferreira said because the homes were going to have 4 to 5 bedrooms and a story and a half it will be easier for volunteers to build. Since we are converting from plexes to story and a half homes the lots are bigger.

Peden commented about service lines for the water and sewer, those that come from the north and cross that common area. There are currently four lines and they are only going to need three, wants to make sure the sewer line for lot 6a is not grabbed and used as the easiest connection for lot 7a, because right now there are two that go to lot 6a and one for lot 7a. You want to make sure, particularly for the sanitary lateral, is not to cross lot 6a to get to lot 7a, if you want to submit something when you go for your new service through Peden to clarify which one you are tying into and if there is a way we can cap the one closer to the main they don't use. If the property corners have already been marked with rebar he is wondering if it wouldn't be advantageous to show that dimension of the new lots showing dimensions and what it is between each one of those monuments versus just actual corners. Scanlan asked Ferreira if the old corners are set yet, Ferreira is not sure if the corners had been pinned, but is willing to have a new survey done to mark the new corners.

Aten asked about the existing parking spaces and if those are going to be removed or redesigned to match the new lots. Ferreira said that at the moment they are not looking to remove the current parking spaces, there will be a couple of extra spots and those may be designated as guest parking, haven't worked out the details for signage. Does not believe the changing of lot sizes is going to have a big impact on current parking locations, will need to make sure signage is clear about which spots are private and which are public.

Scanlan looked up the wording of condition one from last year and the word "can" instead of "shall" was used, so Scanlan would prefer to use "can". Scanlan asked to change the word "shall" to "can", so the working of condition one would be as follows: Future amendments to the Secondary Plat can be processed for review and decision at the staff level.

**\*\*Aten motioned to approve DP-43-21 with the three conditions of approval, with the wording to condition one updated, Kinzie seconded. Motion carried by roll call vote 3:0-Approved**

Meeting adjourned at 4:34 p.m.