

The
AREA PLAN COMMISSION
of Tippecanoe County

Notice of Public Hearing

Date: August 18, 2021

Time: 6:00pm

**Place: County Office Building
Tippecanoe Room
20 North Third Street
Lafayette, Indiana 47901**

AGENDA

I. BRIEFING SESSION

II. APPROVAL OF MINUTES

Documents:

[APC MINUTES 07.21.2021 .PDF](#)

III. NEW BUSINESS

A. RESOLUTION #21-03 APC BYLAWS AMENDMENT:

This amendment to the bylaws updates the paperwork necessary for subdivision submittals and revises the deadline for rezone commitments.

Vote Results 16-Yes and 0-No

Documents:

[RESOLUTION 21-03 APC BYLAWS AMENDMENT.PDF](#)

IV. PUBLIC HEARING

A. ORDINANCE AMENDMENTS

1. UZO AMENDMENT #102:

Changing the definition of the term, "Lot" in the Unified Zoning Ordinance so that older, adjacent platted lots in single ownership can be used as one.

Vote Results 16-Yes and 0-No

Documents:

[AMENDMENT 102 DEFINITION OF LOT.PDF](#)

B. SUBDIVISIONS

1. S-5016 TIPPECANOE MALL MINOR SUBDIVISION NO. 6 (MINOR-SKETCH):

*****Continue to the September 1, 2021 Executive Committee to revise the submitted sketch plan.*****

Petitioner is seeking primary approval for one commercial lot on 1.483 acres (for an existing Hooter's Restaurant), located on the east side of US 52, specifically, 2327 Sagamore Parkway South, Lafayette, Fairfield 34 (SE) 23-4.

C. REZONING ACTIVITIES

1. Z-2836 JOSEPH BOWER, II (R2 TO R3):

Petitioner is requesting rezoning of the northwest corner of Asher and Tinkler Streets, in the Perrin Neighborhood, specifically 424 Tinkler Street, Lafayette, Fairfield 21 (SW) 23-4.

Vote Results 16-Yes and 0-No

Documents:

[Z-2836 JOSEPH BOWER II.PDF](#)

V. ADMINISTRATIVE MATTERS

VI. APPROVAL OF THE SEPTEMBER EXECUTIVE COMMITTEE AGENDA

Documents:

[09012021 EXEC AGENDA.PDF](#)

VII. DETERMINATION OF VARIANCES - AREA BOARD OF ZONING APPEALS

Documents:

[2021-08 CDOV.PDF](#)

VIII. DIRECTOR'S REPORT

IX. CITIZENS' COMMENTS AND GRIEVANCES

X. ADJOURNMENT

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Area Plan Commission of Tippecanoe County will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. For more information visit www.tippecanoe.in.gov/ada

**AREA PLAN COMMISSION OF TIPPECANOE COUNTY
MINUTES OF A PUBLIC HEARING**

DATE..... July 21, 2021
 TIME..... 6:00 P.M.
 PLACE..... County Office Building
 20 North 3rd Street
 Lafayette, IN 47901

This meeting was held in-person. Members of the public may watch the video of the meeting at <https://www.facebook.com/TippecanoeCountyIndiana> or <https://www.youtube.com/channel/UCJleeA9ZQo9E11GdZTdjurQ/featured>

MEMBERS PRESENT

Vicki Pearl
 Bob Metzger
 Carla Snodgrass
 Larry Leverenz
 Diana Luper
 Michelle Dennis
 Tracy Brown
 Tom Murtaugh
 Jackson Bogan
 Perry Brown
 Kathy Parker
 Lisa Dillum
 Gary Schroeder
 Jerry Reynolds
 Greg Jones

MEMBERS ABSENT

Jason Dombkowski

STAFF PRESENT

David Hittle
 Ryan O'Gara
 Maureen McNamara
 Larry Aukerman
 Kathy Lind
 Eric Burns, Atty

The Area Plan Commission of Tippecanoe County Public Hearing was held virtually on the 21st day of July 2021 at 6:00 P.M., pursuant to notice given and agenda posted as provided by law.

I. BRIEFING SESSION

David Hittle noted that all cases on the agenda are set to go forward tonight.

II. APPROVAL OF THE MINUTES

Gary Schroeder moved to approve the minutes from the June 16, 2021 meeting. Greg Jones seconded and the motion carried by unanimous voice vote.

III. NEW BUSINESS

RESOLUTION 2021-02 AN EXPANSION OF THE McCARTY LANE SOUTHEAST INDUSTRIAL EXPANSION AREA:

A resolution determining that the expansion of the McCarty Lane Southeast Industrial Expansion Area conforms to the Comprehensive Plan for Tippecanoe County, specifically expanding the area to include land between I-65 and Dayton Road, south of Haggerty Lane to the Dayton town limits.

Gary Schroeder moved to hear and vote on RESOLUTION 2021-02 AN EXPANSION OF THE McCARTY LANE SOUTHEAST INDUSTRIAL EXPANSION AREA. Greg Jones seconded.

David Hittle presented the map of the industrial expansion area. He summarized the staff report. NO AUDIO FOR THIS PORTION DUE TO TECHNICAL DIFFICULTIES.

Jackson Bogan asked if the petitioner or their representative wished to speak.

Doug Massoen, Attorney for the Lafayette Redevelopment Commission, noted that the Redevelopment Commission adopted this resolution for the expansion. This is being done to open a source of funding for the development and extension of Yost Drive from Haggerty Lane South. He respectfully requested approval.

Jackson Bogan asked for citizen comments.

Ron Koehler, Town of Dayton, said the Dayton Town Council and the town have been fighting Yost Drive for two years. The town wants mixed-use in this area, not an avenue for trucks and warehouses. The town does not want this road and he has spoken with county commissioners about this. The town has spent money to cancel the road in Dayton. He asked if the road will be going on private property. He said this road will disrupt the small town with jammed traffic and trucks. He said the town council did not know about this resolution until today and he asked that this be continued to discuss this with the council.

Dan Teder, Reiling Teder & Schrier, said the Carr family, of whom he represents, owns a few of the parcels that are being developed for Yost Drive. The Carr family is supportive of the project.

Tom Murtaugh added that the property being developed for this project is not in Dayton. There was a joint TIF between the county and Dayton to include the portion just south of this. However, Dayton decided not to proceed with their portion of the road. This portion of Yost Drive will be in the county. AT the fair, he was stopped by people from Dayton that support this project.

Gary Schroeder asked if Lafayette City limits are to the west of the interstate.

Tom Murtaugh said that is correct.

Jackson Bogan clarified that the Commission is voting on the road project in Tippecanoe County, not Dayton.

The Area Plan Commission voted by ballot 14-Yes to 1-No to approve **RESOLUTION #2021-02.**

IV. PUBLIC HEARING

Jackson Bogan read the meeting procedures.

Gary Schroeder moved that there be incorporated into the public hearing portion of each application to be heard this evening and to become part of the evidence at such hearing, the Unified Zoning Ordinance, the Unified Subdivision Ordinance, the Comprehensive Plan, the By-laws of the Area Plan Commission, the application and all documents filed therewith, the staff report and recommendation on the applications to be heard this evening and responses from the checkpoint agencies

Greg Jones seconded, and the motion carried by voice vote.

A. Ordinance Amendments

1. UZO AMENDMENT #100-A:

This amendment is identical to the previously approved UZO Amendment #100 except for three minor changes to the provisions regarding shipping containers.

Gary Schroeder moved to hear and vote on **UZO AMENDMENT #100-A.** Greg Jones seconded.

Kathy Lind noted that UZO Amendment 100 was passed in May by the APC and was passed by the City of Lafayette and West Lafayette but was tabled by the County Commissioners. Amendment 100-A has only

three changes from the original. Limiting the number of shipping containers to 4 per farming operation has been removed. A standard that only allows the containers to be used for storage related to the farming operation on site has been added. This is to ensure that someone does not rent out shipping containers for storage. As well as a standard that does not allow the container to be located between the primary use building and the front lot line.

Jackson Bogan asked for questions from the commission.

The Area Plan Commission voted by ballot 15-Yes to 0-No to recommend approval for **UZO AMENDMENT #100-A.**

2. UZO AMENDMENT #101:

This amendment would add requirements for a form-based overlay for the historic Highland Park Neighborhood to Chapter 7.

Gary Schroeder moved to hear and vote on **UZO AMENDMENT #101.** Greg Jones seconded.

Ryan O'Gara displayed the aerial for the Highland Park neighborhood. He noted that a steering committee was formed in 2018 to discuss future construction in the neighborhood and how to preserve the current historical esthetic. The neighborhood is comprised of front-loaded homes with detached garages with a unique street grid. Lafayette City Council voted in 2019 to allow APC to look at zoning solutions for this area and create a form-based overlay. This is a neighborhood specific amendment that addresses new construction. This amendment creates standards for the layout of the homes, permitted materials and architectural design.

Jackson Bogan asked for questions from the commission. There were none

Ken Jones, 922 Highland Avenue, acted as the chair of the steering committee in developing this form-based overlay. This neighborhood was envisioned to be a unique neighborhood that does not fit in the city grid. The goal of this amendment is to preserve the look and feel of Highland Park. This historic neighborhood has constant updates and sometimes new construction. This committee explored many options to address new construction and involved the whole neighborhood. Ken passed out examples of houses that are not wanted in the neighborhood and results of a neighborhood survey.

Eric Vandevoorde, 918 Highland Avenue, said his family bought a house in the neighborhood 4 years ago. He believes the character of the neighborhood is worth protecting with the form-based overlay.

Dennis Carson, Economic Development Director for City of Lafayette, said the neighborhood and City staff have been working on this since 2018. He supports the form-based overlay and said he was available for questions.

Jim Rawlings, 922 S 9th Street, has lived in the neighborhood for 14 years and believes that the neighbors are good stewards in maintaining the historic homes. He thanked the Commission for their time.

Michael Hunt, Centennial Neighborhood, supports the petition for Highland Park. Centennial Neighborhood was the first to have an overlay to preserve the historic nature of the neighborhood.

Jenelle Rotar, 608 Wyandotte Avenue, was also part of the steering committee and supports this amendment.

Susan Whittemore, 914 Highland Drive, has lived in the neighborhood for 38 years and supports the hard work of the committee and the overlay.

Ben Zumdahl, 609 Lingle Avenue, believes this overlay is broadly supported by the neighborhood and asked for the support from the Commission.

Ryan O’Gara read a letter of support from Susan Bradford, 720 Central Avenue.

Lisa Dullum asked if this only pertains to new construction and if additions are impacted by this.

Ryan O’Gara said this is for new construction.

The Area Plan Commission voted by ballot 15-Yes to 0-No to recommend approval for **UZO AMENDMENT #101.**

B. Rezoning Activities

1. Z-2832 THE RIDGE GROUP, INC. (R3 and NB to R3):

Petitioner is requesting rezoning of 10.03 acres located on the west side of Paramount Drive, just north of the Cuppy-McClure Regulated Drain, for a proposed apartment complex (Wabash Lofts) with 9 multi-family buildings, located in Wabash 2 (NE) 23-5.

Gary Schroeder moved to hear and approve **Z-2832 THE RIDGE GROUP, INC. (R3 and NB to R3).** Greg Jones seconded.

Ryan O’Gara presented the zoning map, aerial photos and staff report. The area is a mix of commercial business and multi-family housing off of Sagamore Parkway. He noted that the petitioner has not stated that this would be a student housing complex. This has plans to be a multi-family development. Staff recommended approval.

Jackson Bogan asked if the petitioner or their representative wished to speak.

Chris Shelmon, Gutwein Law, agreed with the staff recommendation and report. this will be non-student focused, market-rate housing. He respectfully requested approval.

Tyler Ridge, petitioner, said this project is a class A non-student market-rate project. The Ridge Group is finishing a project on Lindberg Road in West Lafayette and are looking forward to working on this project. He respectfully requested approval.

Jackson Bogan asked for comments or questions from the commissioner. There were none.

The Commission voted by ballot 15-Yes to 0-No to recommend approval to the Tippecanoe County Commissioners for **Z-2832 THE RIDGE GROUP, INC. (R3 and NB to R3).**

2. Z-2833 W & W LAFAYETTE PROPERTIES, LLC (I3 to GB):

Petitioner is requesting rezoning of three tracts totaling 8.187 acres located on the south side of McCarty Lane, east of Sagamore Parkway, specifically 3459 McCarty Lane in Lafayette, Fairfield 34 (NE) 23-4.

Gary Schroeder moved to hear and approve **Z-2833 W & W LAFAYETTE PROPERTIES, LLC (I3 to GB).** Greg Jones seconded.

Kathy Lind presented the zoning map, aerial photos and staff report. She said SR 38 is to the south of the property and is surrounded by GB zoning. There have been 9 rezone requests for Industrial to GB in the last 30 years in this area. There is currently a one-story office on the site and it is currently being used as storage for Wabash National. Staff recommended approval.

Jackson Bogan asked if the petitioner or their representative wished to speak.

Dan Teder, Reiling Teder & Schrier, said the petitioner is planning to sell parts of the property to the adjoining property owners for car related activities. The building will be sold and improved. He concurred with the staff report and recommendation. He respectfully requested a favorable recommendation.

Jackson Bogan asked for comments or questions from the commissioner. There were none.

The Commission voted by ballot 15-Yes to 0-No to recommend approval to the Lafayette Common Council for **Z -2833 W & W LAFAYETTE PROPERTIES, LLC (I3 to GB).**

3. Z-2834 WALTER CORNELIUS (I3 to R1):

Petitioner is requesting rezoning of 0.31 acres located on the east side of North 9th Street Road, specifically 2839 North 9th Street Road, Fairfield, Longlois Reserve (W1/2) 23-4.

Gary Schroeder moved to hear and approve **Z-2834 WALTER CORNELIUS (I3 to R1).** Greg Jones seconded.

Ryan O’Gara presented the zoning map, aerial photos and staff report. He noted that the surrounding properties are diverse and unique with GB zoning to the south, I3 to the north and west and Flood Plain zoning all around. The site contains an old school house from 1860 that has been the site for different uses. With this rezone, the house will be used for a residential homesite. Staff recommended approval.

Jackson Bogan asked if the petitioner or their representative wished to speak.

Walter Cornelius, petitioner, said he restored the building when he purchased it in 2016. The home needs to be rezoned so it can be sold as a residence.

Jackson Bogan asked for comments or questions from the commissioner. There were none.

The Commission voted by ballot 15-Yes to 0-No to recommend approval to the Tippecanoe County Commissioners for **Z-2834 WALTER CORNELIUS (I3 to R1).**

V. Administrative Matters

None.

VI. Approval of the August Executive Committee Agenda:

Gary Schroeder moved that the following requests for subdivision be placed on the August 4, 2021 Area Plan Commission Executive Committee agenda at petitioner’s request, placement thereon being without reference to compliance or noncompliance with the adopted subdivision ordinance:

S-5011 KLEMME-PEDIGO MINOR SUBDIVISION (minor-sketch) and RE-0085 BLUFFS OF BUCK CREEK RURAL ESTATE, PHASE I (rural estate preliminary plat).

Greg Jones seconded and the motion carried by unanimous voice vote.

VII. Determination of Variances – Area Board of Zoning Appeals

No new variances have been filed.

VIII. Director's Report:

David Hittle said Maureen McNamara, who was present, has taken the open planner position.

IX. CITIZEN'S COMMENTS AND GRIEVANCES

None.

X. ADJOURMENT

Gary Schroeder moved to adjourn.

Meeting adjourned at 7:05 p.m.

Respectfully Submitted,

Chyna R. Lynch
Recording Secretary

**RESOLUTION #2021-03 - APC BYLAWS AMENDMENT
UPDATED USO APPLICATION FORMS & REVISED REZONE COMMITMENT
FILING DEADLINE**

**STAFF REPORT
AUGUST 12, 2021**

NEW AND UPDATED USO APPLICATION FORMS:

Most of our required subdivision forms reside in Appendix A of the Unified Subdivision Ordinance (USO), including public hearing forms for legal ads, notices to interested parties and sign posting. Over the years we have added to the APC Bylaws replacement public hearing forms without removing the old ones in the USO. This has caused some confusion even though Section A2 states at the end of Appendix A ...

The Commission shall determine the need for, and the form of any additional or amended applications, requests for plat approval, notices, affidavits, certificates, endorsements and instruments as may be required in the enforcement of the regulations of this ordinance.

We have all the current required forms on our website. However, we have needed to revise and add to the subdivision application forms for some time. Specifically, construction plan forms are needed, as well as Rural Estate, primary approval extension, and variance application forms. Staff has now updated and created new application forms in keeping with the revisions to the USO over the years. These thirteen new forms are listed in the attached resolution. All are fillable PDF documents that can be edited, saved and printed for submission.

In addition to these new forms, a USO amendment will be prepared to remove all out-of-date forms in Appendix A and add a reference that points to the APC Bylaws for these required documents.

FILING DEADLINES ON REZONE COMMITMENTS:

If a petitioner at an APC public hearing decides to continue a rezone request to the next month's meeting to add a zoning commitment to the filing, the APC bylaws allow this. Unfortunately, the bylaws require that this zoning commitment be filed with staff by the close of business the next day. Since APC meets on Wednesday evenings, this means the petitioner would have to file the zoning commitment with staff before 4:30 on Thursday, the day after the meeting.

Often this is simply not enough time for petitioner to meet with his attorney and get the documents drawn up and signed. This results in a de facto two-month continuance when adding a commitment.

Staff is proposing changing the deadline in the bylaws to two weeks prior to the next APC public hearing. This will still give staff ample time to write a revised staff report and will

give petitioner and his/her representative time to write up a thorough and well thought out zoning commitment.

The proposed bylaw change is shown below:

In the event that a petitioner for rezoning requests a continuance to allow the petitioner to make a commitment or modify a previously proposed commitment and such continuance is granted by the Commission less than thirty (30) days before the next meeting of the Commission, such new or modified proposed commitment can be considered by the Commission at its next meeting if the new or modified proposed commitment is filed, together with the acknowledgement of receipt from the appropriate administrative officer, ~~before the close of the next business day of the granting of the continuance by the Commission~~ at least 14 days (two weeks) prior to the next meeting of the Commission.

This was discussed and approved as shown above at the joint meeting of the Ordinance Committee and the APC Bylaws Committee in August.

STAFF RECOMMENDATION:

Approval as amended

RESOLUTION 2021-03

RESOLUTION AMENDING THE BYLAWS OF THE AREA PLAN COMMISSION OF TIPPECANOE COUNTY

Be it resolved that the Area Plan Commission of Tippecanoe County hereby amends its Bylaws as follows:

1. Change the **Forms** section (under **Attachments Adopted by and with these Bylaws**) by adding the following list of attached Unified Subdivision Ordinance application forms:

- Application for Major Sketch Plan, Review and Certificate
- Application for Primary Approval of a Major Preliminary Plat
- Application for Major Construction Plan Approval
- Application for Secondary Approval of a Major Final Plat
- Application for Minor Sketch Plan, Review, Primary Approval and Certificate
- Application for Secondary Approval of a Minor Final Plat
- Application for Rural Estate Sketch Plan, Review and Certificate
- Application for Primary Approval of a Rural Estate Preliminary Plat
- Application for Rural Estate Construction Plan Approval
- Application for Secondary Approval of a Rural Estate Final Plat
- Application for a Two-Year Primary Approval Extension
- Request to Authorize a Belated Two-Year Primary Approval Extension Application
- Request for Variance from the Unified Subdivision Ordinance

2. Change the **Zoning Commitments** section (the end of the fourth paragraph) as follows:

In the event that a petitioner for rezoning requests a continuance to allow the petitioner to make a commitment or modify a previously proposed commitment and such continuance is granted by the Commission less than thirty (30) days before the next meeting of the Commission, such new or modified proposed commitment can be considered by the Commission at its next meeting if the new or modified proposed commitment is filed, together with the acknowledgement of receipt from the appropriate administrative officer, at least 14 days (two weeks) prior to the next meeting of the Commission.

Adopted this 18th day of August 2021.

Jackson W. Bogan
President

David Hittle
Secretary

APPLICATION FOR MAJOR SKETCH PLAN REVIEW AND CERTIFICATE				File Number S-
				Fee
				Receipt #
				Date Rec'd
				Rec'd. By

1. SUBDIVISION NAME, LAND USE, AREA, LOTS, LOCATION & DESCRIPTION:

Subdivision Name: _____

Phase (or Replat): _____ Land Use: **Single-Family**

Area (acres): _____ Number of Lots: _____ Number of Units: _____ Number of Outlots: _____

Civil Township: **Fairfield** Reserve: _____ Section: _____ 1/4 Sec: _____ Township: _____ Range: _____

Site Location (by Address or Road Description): _____

BOUNDARY DESCRIPTION -- Attach separate sheet(s) for metes and bounds legal description:

2. CONTACT INFORMATION: SUBDIVIDER

Name: _____ Name: _____

Attention: _____ Attention: _____

Address: _____ Address: _____

City: _____ City: _____

State: _____ ZIP: _____ State: _____ ZIP: _____

Phone: _____ Phone: _____

Email: _____ Email: _____

3. CONTACT INFORMATION: SURVEYOR / ATTORNEY

Name: _____ Name: _____

Attention: _____ Attention: _____

Address: _____ Address: _____

City: _____ City: _____

State: _____ ZIP: _____ State: _____ ZIP: _____

Phone: _____ Phone: _____

Email: _____ Email: _____

4. CONTACT INFORMATION: OTHER REPRESENTATIVES

Name: _____ Name: _____

Attention: _____ Attention: _____

Address: _____ Address: _____

City: _____ City: _____

State: _____ ZIP: _____ State: _____ ZIP: _____

Phone: _____ Phone: _____

Email: _____ Email: _____

APPLICATION FOR MAJOR SKETCH PLAN REVIEW AND CERTIFICATE

5. REQUEST & SIGNATURE(S): (Check appropriate boxes.)

I (We) do hereby apply for Major Sketch Plan Review and Certificate of Approval of the above-described subdivision in accordance with the provisions of the Comprehensive Plan for Tippecanoe County, Indiana.

I (We) am (are) the owner (owners) of the real estate included in said subdivision.

I (We) am (are) **NOT** the owner (owners) of the real estate included in said subdivision. See the attached owner's **Notarized Consent** to subdivide.

The undersigned, having been duly sworn on oath states the information in this application is true and correct as he/ she is informed and believes.

Subdivider Signature(s): _____

Name(s) Printed: _____

State of: **Indiana**)

County of: **Tippecanoe**) SS: _____

Subscribed and sworn to before me this _____ day of _____, 20_____

Notary Public Signature: _____

Name Printed: _____

Residing in _____ County. (Seal)

My commission expires _____

6. ADDITIONAL FORMS / PAPERWORK FOR COMPLETE SUBMISSION:	For Staff Use
<input type="checkbox"/> Notarized Consent (if subdivider is not owner)	<input type="checkbox"/>
<input type="checkbox"/> Sketch Plan (3 copies)	<input type="checkbox"/>
<input type="checkbox"/> Checklist Agencies (proof that copies of the plan have been hand delivered or mailed)	<input type="checkbox"/>
<input type="checkbox"/> Interested Parties List (separate form or listed on sketch plan)	<input type="checkbox"/>
<input type="checkbox"/> Fee \$500.00 + \$ _____ = \$ _____	
1 & 2-family Residential.....\$500.00...plus...\$30.00 per lot for lots 1 through 200 (& Rural Estate)	
Multi-family.....\$500.00...plus...\$10.00 per dwelling unit	
Non-residential.....\$500.00...plus...\$10.00 per acre	

APPLICATION FOR PRIMARY APPROVAL OF A MAJOR PRELIMINARY PLAT				File Number S-
				Fee \$500.00
				Receipt #
				Date Rec'd
				Rec'd. By

1. SUBDIVISION NAME, LAND USE, AREA, LOTS, LOCATION & DESCRIPTION:

Subdivision Name: _____

Phase (or Replat): _____ Land Use: **Single-family Residential**

Area (acres): _____ Number of Lots: _____ Number of Units: _____ Number of Outlots: _____

Civil Township: **Fairfield** Reserve: _____ Section: _____ 1/4 Sec: _____ Township: _____ Range: _____

Site Location (by Address or Road Description): _____

BOUNDARY DESCRIPTION -- Attach separate sheet(s) for metes and bounds legal description:

2. CONTACT INFORMATION: SUBDIVIDER

Name: _____ Name: _____

Attention: _____ Attention: _____

Address: _____ Address: _____

City: _____ City: _____

State: _____ ZIP: _____ State: _____ ZIP: _____

Phone: _____ Phone: _____

Email: _____ Email: _____

3. CONTACT INFORMATION: SURVEYOR / ATTORNEY

Name: _____ Name: _____

Attention: _____ Attention: _____

Address: _____ Address: _____

City: _____ City: _____

State: _____ ZIP: _____ State: _____ ZIP: _____

Phone: _____ Phone: _____

Email: _____ Email: _____

4. CONTACT INFORMATION: OTHER REPRESENTATIVES

Name: _____ Name: _____

Attention: _____ Attention: _____

Address: _____ Address: _____

City: _____ City: _____

State: _____ ZIP: _____ State: _____ ZIP: _____

Phone: _____ Phone: _____

Email: _____ Email: _____

APPLICATION FOR PRIMARY APPROVAL OF A MAJOR PRELIMINARY PLAT

5. SUBDIVISION VARIANCE REQUEST(S): (Check box and attach form if requesting subdivision variance(s).)

This application includes a subdivision variance request(s) per Unified Subdivision Ordinance (USO) Section 1.12 (see attached Subdivision Variance Request Form).

6. REQUEST & SIGNATURE(S): (Check appropriate boxes.)

I (We) do hereby request Primary Approval of the above-described subdivision and the accompanying Preliminary Plat in accordance with the provisions of the Comprehensive Plan for Tippecanoe County, Indiana.

I (We) request permission to post bond in lieu of completing any required subdivision improvements per USO Section 4.1-2.

I (We) am (are) the owner (owners) of the real estate included in said subdivision.

I (We) am (are) **NOT** the owner (owners) of the real estate included in said subdivision. See the attached owner's **Notarized Consent** to subdivide.

The undersigned, having been duly sworn on oath states the information in this application is true and correct as he/ she is informed and believes.

Subdivider Signature(s): _____

Name(s) Printed: _____

State of: **Indiana**)

County of: **Tippecanoe**) SS: _____

Subscribed and sworn to before me this _____ day of _____, 20_____

Notary Public Signature: _____

Name Printed: _____

Residing in _____ County. (Seal)

My commission expires _____

7. ADDITIONAL FORMS / PAPERWORK FOR COMPLETE SUBMISSION:	For Staff Use
<input type="checkbox"/> Notarized Consent (if subdivider is not owner)	<input type="checkbox"/>
<input type="checkbox"/> Subdivision Variance Request Form (if requesting USO variance(s))	<input type="checkbox"/>
<input type="checkbox"/> Preliminary Plat (3 copies)	<input type="checkbox"/>
<input type="checkbox"/> Checklist Agencies (proof that copies of plat have been hand delivered or mailed)	<input type="checkbox"/>
<input type="checkbox"/> Interested Parties List (separate form or listed on preliminary plat)	<input type="checkbox"/>
<input type="checkbox"/> Notices of Public Hearing Form (2)	<input type="checkbox"/>
<input type="checkbox"/> JC/L Release Form (2)	<input type="checkbox"/>
<input type="checkbox"/> Notice to Interested Parties (completed form)	<input type="checkbox"/>
<input type="checkbox"/> Fee \$ 500.00	<input type="checkbox"/>

APPLICATION FOR MAJOR CONSTRUCTION PLAN APPROVAL		For Staff Use	File Number	S-
		Fee	\$500.00	<input type="checkbox"/>
		Receipt #		
		Date Rec'd		
			Rec'd. By	

1. SUBDIVISION NAME, LAND USE, AREA, LOTS, LOCATION & DESCRIPTION:

Subdivision Name: _____

Phase (or Replat): _____ Land Use: **Single-family Residential**

Area (acres): _____ Number of Lots: _____ Number of Units: _____ Number of Outlots: _____

Civil Township: **Fairfield** Reserve: _____ Section: _____ ¼ Sec: _____ Township: _____ Range: _____

Site Location (by Address or Road Description): _____

BOUNDARY DESCRIPTION – Attach separate sheet(s) for metes and bounds legal description:

2. CONTACT INFORMATION: SUBDIVIDER

Name: _____ Attention: _____

Address: _____

City: _____ State: _____ ZIP: _____

Phone: _____ Email: _____

3. CONTACT INFORMATION: SURVEYOR / ATTORNEY

Name: _____ Attention: _____

Address: _____

City: _____ State: _____ ZIP: _____

Phone: _____ Email: _____

4. CONTACT INFORMATION: OTHER REPRESENTATIVES

Name: _____ Attention: _____

Address: _____

City: _____ State: _____ ZIP: _____

Phone: _____ Email: _____

APPLICATION FOR MAJOR CONSTRUCTION PLAN APPROVAL

6. REQUEST & SIGNATURE(S): (Check appropriate boxes.)

I (We) do hereby request Major Construction Plan approval of the above-described subdivision and the accompanying Major Construction Plans, conforming with the conditions of the primary approval and in accordance with the provisions of the Comprehensive Plan for Tippecanoe County, Indiana.

I (We) am (are) the owner (owners) of the real estate included in said subdivision.

I (We) am (are) **NOT** the owner (owners) of the real estate included in said subdivision. See the owner's **Notarized Consent** to subdivide (included with the Primary Approval Application).

The undersigned, having been duly sworn on oath states the information in this application is true and correct as he/she is informed and believes.

Subdivider Signature(s): _____

Name(s) Printed: _____

State of: **Indiana**)

County of: **Tippecanoe**) SS: _____

Subscribed and sworn to before me this _____ day of _____, 20_____

Notary Public Signature: _____

Name Printed: _____

Residing in _____ County. (Seal)

My commission expires _____

7. ADDITIONAL FORMS / PAPERWORK FOR COMPLETE SUBMISSION:	For Staff Use
<input type="checkbox"/> Total Number of Plan Sets = _____ 1 set - APC # sets - Participating Jurisdictions (verify) # sets - Subdivider & Representatives	<input type="checkbox"/>
<input type="checkbox"/> Participating Jurisdictions - Plans have been reviewed, are ready to sign, or are signed.	<input type="checkbox"/>
<input checked="" type="checkbox"/> Fee: \$ 500.00	<input type="checkbox"/>

APPLICATION FOR SECONDARY APPROVAL OF A MAJOR FINAL PLAT		For Staff Use	File Number	S-
		Fee	\$500.00	<input type="checkbox"/>
		Receipt #		
		Date Rec'd		
			Rec'd. By	

1. SUBDIVISION NAME, LAND USE, AREA, LOTS, LOCATION & DESCRIPTION:

Subdivision Name: _____

Phase (or Replat): _____ Land Use: **Single-family Residential**

Area (acres): _____ Number of Lots: _____ Number of Units: _____ Number of Outlots: _____

Civil Township: **Fairfield** Reserve: _____ Section: _____ ¼ Sec: _____ Township: _____ Range: _____

Site Location (by Address or Road Description): _____

BOUNDARY DESCRIPTION – Attach separate sheet(s) for metes and bounds legal description:

2. CONTACT INFORMATION: SUBDIVIDER

Name: _____ Attention: _____

Address: _____

City: _____ State: _____ ZIP: _____

Phone: _____ Email: _____

3. CONTACT INFORMATION: SURVEYOR / ATTORNEY

Name: _____ Attention: _____

Address: _____

City: _____ State: _____ ZIP: _____

Phone: _____ Email: _____

4. CONTACT INFORMATION: OTHER REPRESENTATIVES

Name: _____ Attention: _____

Address: _____

City: _____ State: _____ ZIP: _____

Phone: _____ Email: _____

APPLICATION FOR SECONDARY APPROVAL OF A MAJOR FINAL PLAT

5. REQUEST & SIGNATURE(S):

I (We) do hereby request Secondary Approval of the above-described subdivision and the accompanying Major Final Plat, conforming with the conditions of the primary approval and in accordance with the provisions of the Comprehensive Plan for Tippecanoe County, Indiana.

I (We) am (are) the owner (owners) of the real estate included in said subdivision.

The undersigned, having been duly sworn on oath states the information in this application is true and correct as he/she is informed and believes.

Subdivider Signature(s): _____

Name(s) Printed: _____

State of: _____)

County of: _____) SS: _____

Subscribed and sworn to before me this _____ day of _____, 20_____

Notary Public Signature: _____

Name Printed: _____

Residing in _____ County. (Seal)

My commission expires _____

6. ADDITIONAL FORMS / PAPERWORK FOR COMPLETE SUBMISSION:	For Staff Use
<input type="checkbox"/> 10 Signed Final Plat Prints (Draft Final Plat review by APC Staff)	<input type="checkbox"/>
<input type="checkbox"/> Compliance with all conditions of Primary Approval (including any additional paperwork)	<input type="checkbox"/>
<input type="checkbox"/> All subdivision improvements complete, approved and/or accepted for maintenance, OR ...	<input type="checkbox"/>
<input type="checkbox"/> Performance Bonds (Cost Estimates submitted and approved by Participating Jurisdictions)	<input type="checkbox"/>
<input type="checkbox"/> Restrictive Covenants, if any (1 original & 3 copies, if not shown or referenced on the plat)	<input type="checkbox"/>
<input type="checkbox"/> Digital (DWG) copy of final plat submitted to Auditor's Office, and PDF copy to APC Staff	<input type="checkbox"/>
<input checked="" type="checkbox"/> Fee: \$ 500.00	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

APPLICATION FOR MINOR SKETCH PLAN REVIEW, PRIMARY APPROVAL AND CERTIFICATE		For Staff Use	File Number	S-
			Fee	\$500.00
			Receipt #	
			Date Rec'd	
		Rec'd. By		

1. SUBDIVISION NAME, LAND USE, AREA, LOTS, LOCATION & DESCRIPTION:

Subdivision Name: _____

Phase (or Replat): _____ Land Use: **Single-family Residential**

Area (acres): _____ Number of Lots: _____ Number of Units: _____ Number of Outlots: _____

Civil Township: **Fairfield** Reserve: _____ Section: _____ 1/4 Sec: _____ Township: _____ Range: _____

Site Location (by Address or Road Description): _____

BOUNDARY DESCRIPTION -- Attach separate sheet(s) for metes and bounds legal description:

2. CONTACT INFORMATION: SUBDIVIDER

Name: _____ Name: _____

Attention: _____ Attention: _____

Address: _____ Address: _____

City: _____ City: _____

State: _____ ZIP: _____ State: _____ ZIP: _____

Phone: _____ Phone: _____

Email: _____ Email: _____

3. CONTACT INFORMATION: SURVEYOR / ATTORNEY

Name: _____ Name: _____

Attention: _____ Attention: _____

Address: _____ Address: _____

City: _____ City: _____

State: _____ ZIP: _____ State: _____ ZIP: _____

Phone: _____ Phone: _____

Email: _____ Email: _____

4. CONTACT INFORMATION: OTHER REPRESENTATIVES

Name: _____ Name: _____

Attention: _____ Attention: _____

Address: _____ Address: _____

City: _____ City: _____

State: _____ ZIP: _____ State: _____ ZIP: _____

Phone: _____ Phone: _____

Email: _____ Email: _____

Area Plan Commission of Tippecanoe County - 20 N 3rd Street - Lafayette, Indiana 47901-1209 - apc@tippecanoe.in.gov

APPLICATION FOR MINOR SKETCH PLAN REVIEW, PRIMARY APPROVAL AND CERTIFICATE

5. SUBDIVISION VARIANCE REQUEST(S): (Check box and attach form if requesting subdivision variance(s).)

This application includes a subdivision variance request(s) per Unified Subdivision Ordinance (USO) Section 1.12 (see attached Subdivision Variance Request Form).

6. REQUEST & SIGNATURE(S): (Check appropriate boxes.)

I (We) do hereby apply for Minor Sketch Plan Review, Primary Approval and Certificate of Approval of the above-described subdivision in accordance with the provisions of the Comprehensive Plan for Tippecanoe County, Indiana.

I (We) am (are) the owner (owners) of the real estate included in said subdivision.

I (We) am (are) **NOT** the owner (owners) of the real estate included in said subdivision. See the attached owner's **Notarized Consent** to subdivide.

The undersigned, having been duly sworn on oath states the information in this application is true and correct as he is informed and believes.

Subdivider Signature(s): _____

Name(s) Printed: _____

State of: **Indiana**)

County of: **Tippecanoe**) SS: _____

Subscribed and sworn to before me this _____ day of _____, 20_____

Notary Public Signature: _____

Name Printed: _____

Residing in _____ County. (Seal)

My commission expires _____

7. ADDITIONAL FORMS / PAPERWORK FOR COMPLETE SUBMISSION:	For Staff Use
<input type="checkbox"/> Notarized Consent (if subdivider is not owner)	<input type="checkbox"/>
<input type="checkbox"/> Subdivision Variance Request Form (if requesting USO variance(s))	<input type="checkbox"/>
<input type="checkbox"/> Sketch Plan (3 copies)	<input type="checkbox"/>
<input type="checkbox"/> Checkpoint Agencies (proof of copies of plan delivered or mailed)	<input type="checkbox"/>
<input type="checkbox"/> Interested Parties List (separate or listed on plan)	<input type="checkbox"/>
<input type="checkbox"/> Notices of Public Hearing (2)	<input type="checkbox"/>
<input type="checkbox"/> JC/L Release Forms (2)	<input type="checkbox"/>
<input type="checkbox"/> Notice to Interested Parties (filled form)	<input type="checkbox"/>
<input type="checkbox"/> Fee \$ 500.00	<input type="checkbox"/>

APPLICATION FOR SECONDARY APPROVAL OF A MINOR FINAL PLAT		For Staff Use	File Number	S-
			Fee	\$500.00
			Receipt #	
			Date Rec'd	
		Rec'd. By		

1. SUBDIVISION NAME, LAND USE, AREA, LOTS, LOCATION & DESCRIPTION:

Subdivision Name: _____

Phase (or Replat): _____ Land Use: **Single-family Residential**

Area (acres): _____ Number of Lots: _____ Number of Units: _____ Number of Outlots: _____

Civil Township: **Fairfield** Reserve: _____ Section: _____ 1/4 Sec: _____ Township: _____ Range: _____

Site Location (by Address or Road Description): _____

BOUNDARY DESCRIPTION -- Attach separate sheet(s) for metes and bounds legal description:

2. CONTACT INFORMATION: SUBDIVIDER

Name: _____ Name: _____

Attention: _____ Attention: _____

Address: _____ Address: _____

City: _____ City: _____

State: _____ ZIP: _____ State: _____ ZIP: _____

Phone: _____ Phone: _____

Email: _____ Email: _____

3. CONTACT INFORMATION: SURVEYOR / ATTORNEY

Name: _____ Name: _____

Attention: _____ Attention: _____

Address: _____ Address: _____

City: _____ City: _____

State: _____ ZIP: _____ State: _____ ZIP: _____

Phone: _____ Phone: _____

Email: _____ Email: _____

4. CONTACT INFORMATION: OTHER REPRESENTATIVES

Name: _____ Name: _____

Attention: _____ Attention: _____

Address: _____ Address: _____

City: _____ City: _____

State: _____ ZIP: _____ State: _____ ZIP: _____

Phone: _____ Phone: _____

Email: _____ Email: _____

Area Plan Commission of Tippecanoe County - 20 N 3rd Street - Lafayette, Indiana 47901-1209 - apc@tippecanoe.in.gov

APPLICATION FOR SECONDARY APPROVAL OF A MINOR FINAL PLAT

5. REQUEST & SIGNATURE(S):

I (We) do hereby request Secondary Approval of the above-described subdivision and the accompanying Minor Final Plat, conforming with the conditions of the primary approval and in accordance with the provisions of the Comprehensive Plan for Tippecanoe County, Indiana.

I (We) am (are) the owner (owners) of the real estate included in said subdivision.

The undersigned, having been duly sworn on oath states the information in this application is true and correct as he/she is informed and believes.

Subdivider Signature(s): _____

Name(s) Printed: _____

State of: _____)

County of: _____) SS: _____

Subscribed and sworn to before me this _____ day of _____, 20_____

Notary Public Signature: _____

Name Printed: _____

Residing in _____ County. (Seal)

My commission expires _____

6. ADDITIONAL FORMS / PAPERWORK FOR COMPLETE SUBMISSION:	For Staff Use
<input type="checkbox"/> 10 Signed Final Plat Prints (Draft Final Plat review by APC Staff)	<input type="checkbox"/>
<input type="checkbox"/> Compliance with all conditions of Primary Approval (including any additional paperwork)	<input type="checkbox"/>
<input type="checkbox"/> Restrictive Covenants, if any (1 original & 3 copies, if not shown or referenced on the plat)	<input type="checkbox"/>
<input type="checkbox"/> Digital (DWG) copy of final plat submitted to Auditor's Office, and PDF copy to APC Staff	<input type="checkbox"/>
<input type="checkbox"/> Fee \$ 500.00	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

APPLICATION FOR RURAL ESTATE SKETCH PLAN REVIEW AND CERTIFICATE		<table border="1" style="width:100%; border-collapse: collapse;"> <tr><td style="text-align: center;">File Number</td><td style="text-align: center;">S-</td></tr> <tr><td style="text-align: center;">Fee</td><td style="text-align: center;"></td></tr> <tr><td style="text-align: center;">Receipt #</td><td style="text-align: center;"></td></tr> <tr><td style="text-align: center;">Date Rec'd</td><td style="text-align: center;"></td></tr> <tr><td style="text-align: center;">Rec'd. By</td><td style="text-align: center;"></td></tr> </table>	File Number	S-	Fee		Receipt #		Date Rec'd		Rec'd. By	
File Number	S-											
Fee												
Receipt #												
Date Rec'd												
Rec'd. By												
1. SUBDIVISION NAME, LAND USE, AREA, LOTS, LOCATION & DESCRIPTION:												
Subdivision Name: _____												
Phase (or Replat): _____		Land Use: Single-family Residential										
Area (acres): _____	Number of Lots: _____	Number of Units: _____										
Civil Township: Fairfield	Reserve: _____	Section: _____										
Site Location (by Address or Road Description): _____												
BOUNDARY DESCRIPTION -- Attach separate sheet(s) for metes and bounds legal description:												
2. CONTACT INFORMATION: SUBDIVIDER												
Name: _____		Name: _____										
Attention: _____		Attention: _____										
Address: _____		Address: _____										
City: _____		City: _____										
State: _____	ZIP: _____	State: _____										
Phone: _____		Phone: _____										
Email: _____		Email: _____										
3. CONTACT INFORMATION: SURVEYOR / ATTORNEY												
Name: _____		Name: _____										
Attention: _____		Attention: _____										
Address: _____		Address: _____										
City: _____		City: _____										
State: _____	ZIP: _____	State: _____										
Phone: _____		Phone: _____										
Email: _____		Email: _____										
4. CONTACT INFORMATION: OTHER REPRESENTATIVES												
Name: _____		Name: _____										
Attention: _____		Attention: _____										
Address: _____		Address: _____										
City: _____		City: _____										
State: _____	ZIP: _____	State: _____										
Phone: _____		Phone: _____										
Email: _____		Email: _____										

APPLICATION FOR RURAL ESTATE SKETCH PLAN REVIEW AND CERTIFICATE

5. REQUEST & SIGNATURE(S): (Check appropriate boxes.)	
I (We) do hereby apply for Rural Estate Sketch Plan Review and Certificate of Approval of the above-described subdivision in accordance with the provisions of the Comprehensive Plan for Tippecanoe County, Indiana.	
<input type="checkbox"/> I (We) am (are) the owner (owners) of the real estate included in said subdivision.	
<input type="checkbox"/> I (We) am (are) NOT the owner (owners) of the real estate included in said subdivision. See the attached owner's Notarized Consent to subdivide.	
The undersigned, having been duly sworn on oath states the information in this application is true and correct as he/ she is informed and believes.	
Subdivider Signature(s): _____	
Name(s) Printed: _____	
State of: Indiana)	
County of: Tippecanoe) SS: _____	
Subscribed and sworn to before me this _____ day of _____, 20_____	
Notary Public Signature: _____	
Name Printed: _____	
Residing in _____ County. (Seal)	
My commission expires _____	

6. ADDITIONAL FORMS / PAPERWORK FOR COMPLETE SUBMISSION:	For Staff Use
<input type="checkbox"/> Notarized Consent (if subdivider is not owner)	<input type="checkbox"/>
<input type="checkbox"/> Sketch Plan (3 copies)	<input type="checkbox"/>
<input type="checkbox"/> Checklist Agencies (proof that copies of the plan have been hand delivered or mailed)	<input type="checkbox"/>
<input type="checkbox"/> Interested Parties List (separate form or listed on sketch plan)	<input type="checkbox"/>
<input type="checkbox"/> Fee \$ 500.00	<input type="checkbox"/>
= \$500 + (\$30 per Lot)	<input type="checkbox"/>
<input type="checkbox"/> RE Rezone Petition Paperwork	<input type="checkbox"/>

APPLICATION FOR PRIMARY APPROVAL OF A RURAL ESTATE PRELIMINARY PLAT		<table border="1" style="width:100%; border-collapse: collapse;"> <tr><td style="text-align: center;">File Number</td><td style="text-align: center;">S-</td></tr> <tr><td style="text-align: center;">Fee</td><td style="text-align: center;">\$500.00</td></tr> <tr><td style="text-align: center;">Receipt #</td><td style="text-align: center;"></td></tr> <tr><td style="text-align: center;">Date Rec'd</td><td style="text-align: center;"></td></tr> <tr><td style="text-align: center;">Rec'd. By</td><td style="text-align: center;"></td></tr> </table>	File Number	S-	Fee	\$500.00	Receipt #		Date Rec'd		Rec'd. By	
File Number	S-											
Fee	\$500.00											
Receipt #												
Date Rec'd												
Rec'd. By												
1. SUBDIVISION NAME, LAND USE, AREA, LOTS, LOCATION & DESCRIPTION:												
Subdivision Name: _____												
Phase (or Replat): _____		Land Use: Single-family Residential										
Area (acres): _____	Number of Lots: _____	Number of Units: _____										
Civil Township: Fairfield	Reserve: _____	Section: _____										
Site Location (by Address or Road Description): _____												
BOUNDARY DESCRIPTION -- Attach separate sheet(s) for metes and bounds legal description:												
2. CONTACT INFORMATION: SUBDIVIDER												
Name: _____		Name: _____										
Attention: _____		Attention: _____										
Address: _____		Address: _____										
City: _____		City: _____										
State: _____	ZIP: _____	State: _____										
Phone: _____		Phone: _____										
Email: _____		Email: _____										
3. CONTACT INFORMATION: SURVEYOR / ATTORNEY												
Name: _____		Name: _____										
Attention: _____		Attention: _____										
Address: _____		Address: _____										
City: _____		City: _____										
State: _____	ZIP: _____	State: _____										
Phone: _____		Phone: _____										
Email: _____		Email: _____										
4. CONTACT INFORMATION: OTHER REPRESENTATIVES												
Name: _____		Name: _____										
Attention: _____		Attention: _____										
Address: _____		Address: _____										
City: _____		City: _____										
State: _____	ZIP: _____	State: _____										
Phone: _____		Phone: _____										
Email: _____		Email: _____										

APPLICATION FOR PRIMARY APPROVAL OF A RURAL ESTATE PRELIMINARY PLAT

5. SUBDIVISION VARIANCE REQUEST(S): (Check box and attach form if requesting subdivision variance(s).)	
<input type="checkbox"/> This application includes a subdivision variance request(s) per Unified Subdivision Ordinance (USO) Section 1.12 (See attached Subdivision Variance Request Form).	
6. REQUEST & SIGNATURE(S): (Check appropriate boxes.)	
I (We) do hereby request Primary Approval of the above-described subdivision and the accompanying Rural Estate Preliminary Plat in accordance with the provisions of the Comprehensive Plan for Tippecanoe County, Indiana.	
<input type="checkbox"/> I (We) request permission to post bond in lieu of completing any required subdivision improvements per USO Section 4.1-2.	
<input type="checkbox"/> I (We) am (are) the owner (owners) of the real estate included in said subdivision.	
<input type="checkbox"/> I (We) am (are) NOT the owner (owners) of the real estate included in said subdivision. See the attached owner's Notarized Consent to subdivide.	
The undersigned, having been duly sworn on oath states the information in this application is true and correct as he/ she is informed and believes.	
Subdivider Signature(s): _____	
Name(s) Printed: _____	
State of: Indiana)	
County of: Tippecanoe) SS: _____	
Subscribed and sworn to before me this _____ day of _____, 20_____	
Notary Public Signature: _____	
Name Printed: _____	
Residing in _____ County. (Seal)	
My commission expires _____	

7. ADDITIONAL FORMS / PAPERWORK FOR COMPLETE SUBMISSION:	For Staff Use
<input type="checkbox"/> Notarized Consent (if subdivider is not owner)	<input type="checkbox"/>
<input type="checkbox"/> Subdivision Variance Request Form (if requesting USO variance(s))	<input type="checkbox"/>
<input type="checkbox"/> Rural Estate Preliminary Plat (3 copies)	<input type="checkbox"/>
<input type="checkbox"/> Checklist Agencies (proof that copies of the plat have been hand delivered or mailed)	<input type="checkbox"/>
<input type="checkbox"/> Interested Parties List (separate form or listed on preliminary plat)	<input type="checkbox"/>
<input type="checkbox"/> Notices of Public Hearing Form (2)	<input type="checkbox"/>
<input type="checkbox"/> JC/L Release Form (2)	<input type="checkbox"/>
<input type="checkbox"/> Notice to Interested Parties (completed form)	<input type="checkbox"/>
<input type="checkbox"/> Fee \$ 500.00	<input type="checkbox"/>

APPLICATION FOR RURAL ESTATE CONSTRUCTION PLAN APPROVAL		For Staff Use <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>File Number</td> <td>S-</td> </tr> <tr> <td>Fee</td> <td>\$500.00</td> </tr> <tr> <td>Receipt #</td> <td></td> </tr> <tr> <td>Date Rec'd</td> <td></td> </tr> <tr> <td>Rec'd. By</td> <td></td> </tr> </table>	File Number	S-	Fee	\$500.00	Receipt #		Date Rec'd		Rec'd. By	
File Number	S-											
Fee	\$500.00											
Receipt #												
Date Rec'd												
Rec'd. By												
1. SUBDIVISION NAME, LAND USE, AREA, LOTS, LOCATION & DESCRIPTION:												
Subdivision Name: _____												
Phase (or Replat): _____		Land Use: Single-family Residential										
Area (acres): _____	Number of Lots: _____	Number of Units: _____										
Civil Township: Fairfield	Reserve: _____	Section: _____										
Site Location (by Address or Road Description): _____		1/4 Sec: _____										
		Township: _____										
		Range: _____										
BOUNDARY DESCRIPTION -- Attach separate sheet(s) for metes and bounds legal description:												
2. CONTACT INFORMATION: SUBDIVIDER												
Name: _____		Name: _____										
Attention: _____		Attention: _____										
Address: _____		Address: _____										
City: _____		City: _____										
State: _____	ZIP: _____	State: _____										
Phone: _____	Phone: _____											
Email: _____	Email: _____											
3. CONTACT INFORMATION: SURVEYOR / ATTORNEY												
Name: _____		Name: _____										
Attention: _____		Attention: _____										
Address: _____		Address: _____										
City: _____		City: _____										
State: _____	ZIP: _____	State: _____										
Phone: _____	Phone: _____											
Email: _____	Email: _____											
4. CONTACT INFORMATION: OTHER REPRESENTATIVES												
Name: _____		Name: _____										
Attention: _____		Attention: _____										
Address: _____		Address: _____										
City: _____		City: _____										
State: _____	ZIP: _____	State: _____										
Phone: _____	Phone: _____											
Email: _____	Email: _____											

APPLICATION FOR RURAL ESTATE CONSTRUCTION PLAN APPROVAL

6. REQUEST & SIGNATURE(S): (Check appropriate boxes.)	
I (We) do hereby request Rural Estate Construction Plan approval of the above-described subdivision and the accompanying Rural Estate Construction Plans, conforming with the conditions of the primary approval and in accordance with the provisions of the Comprehensive Plan for Tippecanoe County, Indiana.	
<input type="checkbox"/> I (We) am (are) the owner (owners) of the real estate included in said subdivision.	
<input type="checkbox"/> I (We) am (are) NOT the owner (owners) of the real estate included in said subdivision. See the owner's Notarized Consent to subdivide (included with the Primary Approval Application).	
The undersigned, having been duly sworn on oath states the information in this application is true and correct as he/she is informed and believes.	
Subdivider Signature(s): _____ Name(s) Printed: _____ State of: <u>Indiana</u>) County of: <u>Tippecanoe</u>) SS: _____	
Subscribed and sworn to before me this _____ day of _____, 20____	
Notary Public Signature: _____ Name Printed: _____ Residing in _____ County.	(Seal)
My commission expires _____	

7. ADDITIONAL FORMS / PAPERWORK FOR COMPLETE SUBMISSION:	For Staff Use
<input type="checkbox"/> Total Number of Plan Sets = _____ 1 set - APC # sets - Participating Jurisdictions (verify) # sets - Subdivider & Representatives	<input type="checkbox"/>
<input type="checkbox"/> Participating Jurisdictions - Plans have been reviewed, are ready to sign, or are signed.	<input type="checkbox"/>
<input type="checkbox"/> Fee: \$ 500.00	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

APPLICATION FOR SECONDARY APPROVAL OF A RURAL ESTATE FINAL PLAT		For Staff Use <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>File Number</td> <td>S-</td> </tr> <tr> <td>Fee</td> <td>\$500.00</td> </tr> <tr> <td>Receipt #</td> <td></td> </tr> <tr> <td>Date Rec'd</td> <td></td> </tr> <tr> <td>Rec'd. By</td> <td></td> </tr> </table>	File Number	S-	Fee	\$500.00	Receipt #		Date Rec'd		Rec'd. By	
File Number	S-											
Fee	\$500.00											
Receipt #												
Date Rec'd												
Rec'd. By												
1. SUBDIVISION NAME, LAND USE, AREA, LOTS, LOCATION & DESCRIPTION:												
Subdivision Name: _____												
Phase (or Replat): _____		Land Use: Single-family Residential										
Area (acres): _____	Number of Lots: _____	Number of Units: _____										
Civil Township: Fairfield	Reserve: _____	Section: _____										
Site Location (by Address or Road Description): _____		1/4 Sec: _____										
		Township: _____										
		Range: _____										
BOUNDARY DESCRIPTION -- Attach separate sheet(s) for metes and bounds legal description:												
2. CONTACT INFORMATION: SUBDIVIDER												
Name: _____		Name: _____										
Attention: _____		Attention: _____										
Address: _____		Address: _____										
City: _____		City: _____										
State: _____	ZIP: _____	State: _____										
Phone: _____	Phone: _____											
Email: _____	Email: _____											
3. CONTACT INFORMATION: SURVEYOR / ATTORNEY												
Name: _____		Name: _____										
Attention: _____		Attention: _____										
Address: _____		Address: _____										
City: _____		City: _____										
State: _____	ZIP: _____	State: _____										
Phone: _____	Phone: _____											
Email: _____	Email: _____											
4. CONTACT INFORMATION: OTHER REPRESENTATIVES												
Name: _____		Name: _____										
Attention: _____		Attention: _____										
Address: _____		Address: _____										
City: _____		City: _____										
State: _____	ZIP: _____	State: _____										
Phone: _____	Phone: _____											
Email: _____	Email: _____											

APPLICATION FOR SECONDARY APPROVAL OF A RURAL ESTATE FINAL PLAT

5. REQUEST & SIGNATURE(S):	
I (We) do hereby request Secondary Approval of the above-described subdivision and the accompanying Rural Estate Final Plat, conforming with the conditions of the primary approval and in accordance with the provisions of the Comprehensive Plan for Tippecanoe County, Indiana.	
<input type="checkbox"/> I (We) am (are) the owner (owners) of the real estate included in said subdivision.	
The undersigned, having been duly sworn on oath states the information in this application is true and correct as he/she is informed and believes.	
Subdivider Signature(s): _____ Name(s) Printed: _____ State of: _____) County of: _____) SS: _____	
Subscribed and sworn to before me this _____ day of _____, 20____	
Notary Public Signature: _____ Name Printed: _____ Residing in _____ County.	(Seal)
My commission expires _____	

6. ADDITIONAL FORMS / PAPERWORK FOR COMPLETE SUBMISSION:	For Staff Use
<input type="checkbox"/> 10 Signed Final Plat Prints (Draft Final Plat review by APC Staff)	<input type="checkbox"/>
<input type="checkbox"/> Compliance with all conditions of Primary Approval (including any additional paperwork)	<input type="checkbox"/>
<input type="checkbox"/> All subdivision improvements complete, approved and accepted for maintenance, OR ...	<input type="checkbox"/>
<input type="checkbox"/> Performance Bonds (Cost Estimates submitted and approved by Participating Jurisdictions)	<input type="checkbox"/>
<input type="checkbox"/> Restrictive Covenants, if any (1 original & 3 copies, if not shown or referenced on the plat)	<input type="checkbox"/>
<input type="checkbox"/> Digital (DWG) copy of final plat submitted to Auditor's Office, and PDF copy to APC Staff	<input type="checkbox"/>
<input type="checkbox"/> Fee: \$ 500.00	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

APPLICATION FOR A TWO (2) YEAR PRIMARY APPROVAL EXTENSION		Fee	\$200.00	
		Receipt #		
		Date Rec'd		
		Rec'd. By		
1. SUBDIVISION NAME, CASE NUMBER, PRIMARY APPROVAL EXPIRATION DATE:				
Subdivision Name:				
Phase (or Replat):		Case Number: S-		
Primary Approval Expiration Date:		Remaining Unplatted Area (acres):		
2. SUMMARY OF SUBDIVISION PROGRESS & REASONS FOR REQUEST:				
3. CONTACT INFORMATION: SUBDIVIDER		4. CONTACT INFORMATION: REPRESENTATIVE		
Name:		Name:		
Attention:		Attention:		
Address:		Address:		
City:		City:		
State:	ZIP:	State:	ZIP:	
Phone:		Phone:		
Email:		Email:		
5. REQUEST & SIGNATURE(S): (Check appropriate box)				
<p>I (We) do hereby apply for a two (2) year extension of the Primary Approval of the above-referenced subdivision per the Unified Subdivision Ordinance of Tippecanoe County, Indiana.</p> <p><input type="checkbox"/> I (We) am (are) the owner (owners) of the remaining unplatted real estate included in said subdivision.</p> <p><input type="checkbox"/> I (We) represent the owner (owners) of the remaining unplatted real estate included in said subdivision.</p> <p>The undersigned, having been duly sworn on oath states the information in this application is true and correct as he is informed and believes.</p> <p>Signature(s): _____</p> <p>Name(s) Printed: _____</p> <p>State of: <u>Indiana</u>)</p> <p>County of: <u>Tippecanoe</u>) SS:</p> <p>Subscribed and sworn to before me this _____ day of _____, 20_____</p> <p>Notary Public Signature: _____</p> <p>Name Printed: _____</p> <p>Residing in _____ County. (Seal)</p> <p>My commission expires _____</p>				

REQUEST TO AUTHORIZE A BELATED TWO (2) YEAR PRIMARY APPROVAL EXTENSION APPLICATION		Fee	\$50.00	
		Receipt #		
		Date Rec'd		
		Rec'd. By		
1. SUBDIVISION NAME, CASE NUMBER, PRIMARY APPROVAL EXPIRATION DATE:				
Subdivision Name:				
Phase (or Replat):		Case Number: S-		
Primary Approval Expiration Date:		Remaining Unplatted Area (acres):		
2. SUMMARY OF SUBDIVISION PROGRESS & REASONS FOR REQUEST:				
3. CONTACT INFORMATION: SUBDIVIDER		4. CONTACT INFORMATION: REPRESENTATIVE		
Name:		Name:		
Attention:		Attention:		
Address:		Address:		
City:		City:		
State:	ZIP:	State:	ZIP:	
Phone:		Phone:		
Email:		Email:		
5. REQUEST & SIGNATURE(S): (Check appropriate box)				
<p>I (We) do hereby request authorization to apply for a belated two (2) year extension of the Primary Approval of the above-referenced subdivision per the Unified Subdivision Ordinance of Tippecanoe County, Indiana.</p> <p><input type="checkbox"/> I (We) am (are) the owner (owners) of the remaining unplatted real estate included in said subdivision.</p> <p><input type="checkbox"/> I (We) represent the owner (owners) of the remaining unplatted real estate included in said subdivision.</p> <p>The undersigned, having been duly sworn on oath states the information in this application is true and correct as he is informed and believes.</p> <p>Signature(s): _____</p> <p>Name(s) Printed: _____</p> <p>State of: <u>Indiana</u>)</p> <p>County of: <u>Tippecanoe</u>) SS:</p> <p>Subscribed and sworn to before me this _____ day of _____, 20_____</p> <p>Notary Public Signature: _____</p> <p>Name Printed: _____</p> <p>Residing in _____ County. (Seal)</p> <p>My commission expires _____</p>				

REQUEST FOR VARIANCE FROM THE UNIFIED SUBDIVISION ORDINANCE		File Number	S-
		Date Rec'd	
		Rec'd. By	
This variance request is part of the following subdivision application:			
Subdivision Name:			
Phase (or Replat):			
State the requirements, standards and specifications that the applicant desires modified and to what extent. Include references to the specific sections of the Unified Subdivision Ordinance that are being varied:			
Variance #1: 			
Variance #2: 			
Variance #3: 			
Variance #4: 			

Unified Zoning Ordinance Amendment #102 CHANGING THE DEFINITION OF LOT

Staff Report
August 12, 2021

STAFF COMMENTS:

This proposed ordinance change would eliminate a recurring problem that effects some property owners in Tippecanoe County. We have several “towns” that were platted in the 1800’s that never fully developed as originally planned. These unincorporated towns can be a grouping of houses along a highway, such as Monroe, Petit, Monitor and Odell. There are also bigger unincorporated towns that are more established such as West Point, Montmorenci and Americus. The towns of Romney, Stockwell, and Buck Creek, while unincorporated, now have (or are planned to have) sewer systems which will no doubt encourage new residential and commercial growth.

Once these towns were platted, land was sold and buildings were constructed...often without surveyor’s stakes marking lot corners. Houses were laid out in a haphazard fashion in relation to the old platted lot lines. Houses and other buildings built several decades ago were not sited as accurately as buildings constructed today. When a current property owner of these platted lots decides to get a permit to build an addition, a new porch, or tear down an existing garage and build a new one, that’s when it is typically discovered his house or garage crosses a platted lot line. The remedy for this is either to file a vacation of the platted lots or to hire a land surveyor to replat, or essentially, minor subdivide his platted lots. (In certain cases, an “Exemption E” deed can be recorded to eliminate the lot line problem. This remedy requires hiring a lawyer and sometimes a surveyor to fix. With older platted lots, because of their small size, often an Exemption E deed is not possible.) Vacations vary in cost depending on the number of people who own lots within the plat. Hiring an attorney as your representative would cost considerably more. Replats generally cost thousands of dollars and take a minimum of two months to complete.

The City of Lafayette has long had its own, simpler definition of “lot” in the UZO, separate from every other jurisdiction. It reads:

LOT (LAFAYETTE). An area of land exclusive of *street* areas but including adjacent areas that are used as one, having an access from a *public street* approved by the *Administrative Officer*.

This definition is why so few replats are filed in Lafayette, unless they are dividing a larger lot into two or more smaller lots. Because a “lot” can include several adjacent areas “that are used as one,” buildings are permitted to cross platted lot lines.

The attached amendment would allow buildings to cross platted lot lines in unincorporated towns, incorporated towns as well as the older platted areas of the City of West Lafayette. (After a brief discussion at the Ordinance Committee meeting in July, West Lafayette was added to the jurisdictions this amendment would include. No doubt the recent replat for West Lafayette Junior/Senior High School as well as the replat of several lots at the old Morton School needed for the recent city hall renovation came to mind.)

The only platted lots that would not be effected would be any lots within Otterbein or Shadeland (Union Township) which are not part of the APC, and lots created in the “modern era” after the adoption of the current Unified Subdivision Ordinance (USO). This amendment would also require a USO amendment so that the definitions of “lot” remain the same in both ordinances. (This will be part of a USO amendment filed next month.) This change was discussed at the Administrative Officer’s meeting in May and was discussed and approved by the Ordinance Committee at its July meeting, with the wording finalized at its August meeting.

This proposal is not meant to, nor would it allow owners of newly platted lots to circumvent the regulations of the subdivision ordinance. It is simply a way to help property owners of older, often substandard-sized lots, to make improvements to their property, without having to spend money to erase or recreate old platted lines.

STAFF RECOMMENDATION:

Approval

ORDINANCE NO. _____

**AN ORDINANCE AMENDING CHAPTER 1
OF ORDINANCE NO. _____
BEING THE UNIFIED ZONING ORDINANCE
OF TIPPECANOE COUNTY.**

Be it ordained by the (County Commissioners of Tippecanoe County, Indiana; the Common Council of the City of Lafayette, Indiana; the Common Council of the City of West Lafayette, Indiana; the Town Council of the Town of Battle Ground, Indiana; the Town Council of the Town of Dayton, Indiana; and the Town Council of Clarks Hill, Indiana), that Ordinance No. _____, being the Unified Zoning Ordinance of Tippecanoe County is hereby amended as follows:

Section 1: Change **UZO Section 1-10-2 WORDS and TERMS DEFINED** by amending the definition of **LOT** to read as follows:

LOT (WEST LAFAYETTE, TIPPECANOE COUNTY, DAYTON, BATTLE GROUND, CLARKS HILL). Either:

- (1) (a) a piece of land, the location, shape and size of which have been established by a recorded plat, **subdivision** or planned development; or
- (b) any part of that piece of land where a division has been made by a document recorded prior to July 1, 1978, and in Clarks Hill, April 1, 1996; or
- (c) an area of land exclusive of platted **streets** that includes platted lots, or parts of platted lots that are used as one, in single ownership, that is in a plat recorded prior to July 1, 1978, having access from a **public street** approved by the **Administrative Officer**.

and which shall include any adjacent area of land added to that piece of land by either the vacation of a public way, or an exempt division as permitted by the Unified Subdivision Ordinance, or a document recorded prior to July 1, 1978, and in Clarks Hill, April 1, 1996; or

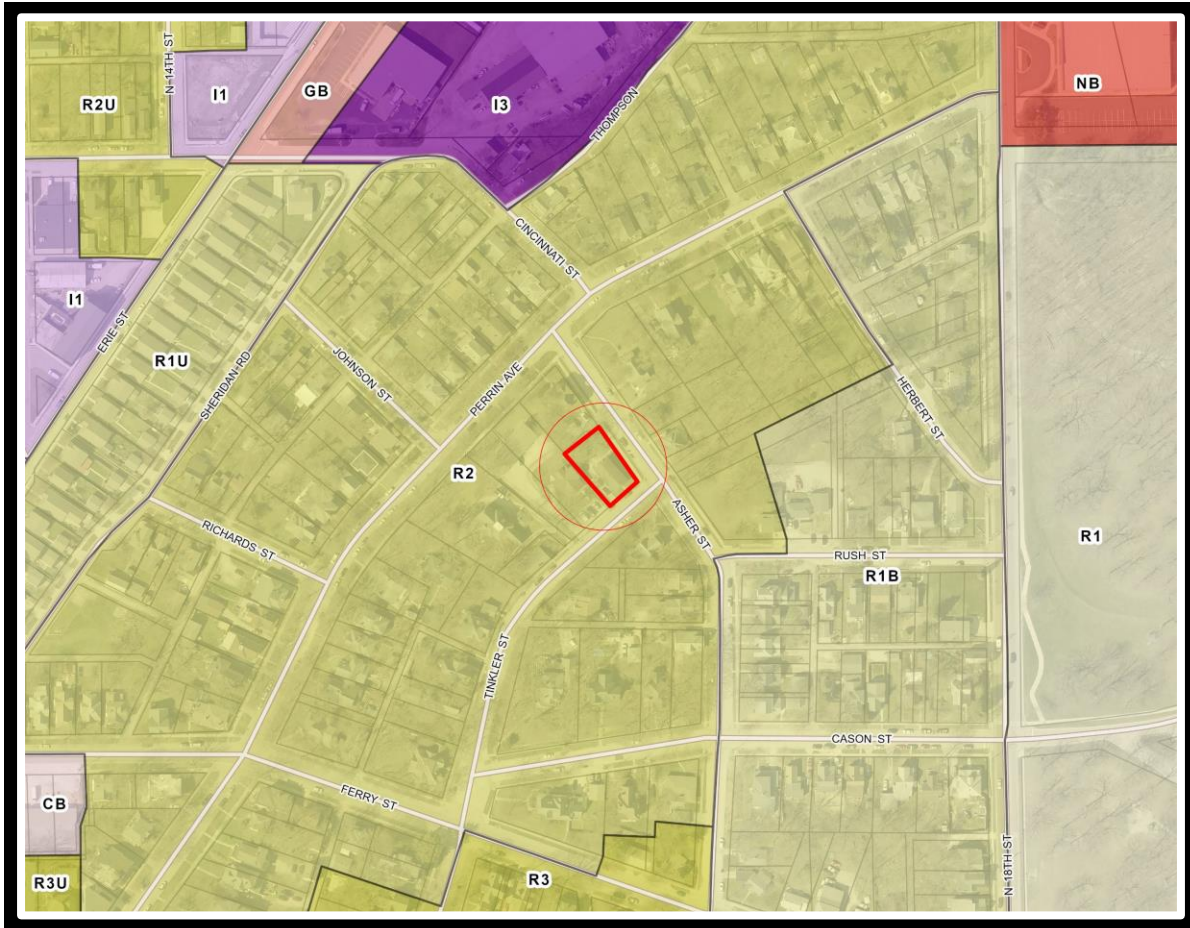
- (2) a piece of land, not in a recorded plat, **subdivision** or planned development, the location, shape and size of which are determined by:
 - (a) the legal description in the last recorded document prior to July 1, 1978, and in Clarks Hill, April 1, 1996; or thereafter by
 - (b) the legal description in the last recorded document made as an exempt division or **parcelization** under the then applicable Subdivision Ordinance;

and which shall include any adjacent area of land added to that piece of land by either vacation of public way or an exempt division as permitted by the Unified Subdivision Ordinance. (This does not include the term **mobile home park/manufactured home community lot** which is defined separately.)

This ordinance shall be in full force and effect from and after its passage.

Z-2836
JOSEPH BOWER, II
(R2 to R3)

STAFF REPORT
August 12, 2021



REQUEST MADE, PROPOSED USE, LOCATION:

Petitioner, who is also the owner, is requesting a rezone from R2 to R3 for an existing 3-unit building located at the west corner of Tinkler and Asher Streets. This rezone would make petitioner's property conforming because an apartment building with three or more residential units are not permitted in the R2 zone. According to petitioner, this request is necessary to facilitate financing for the property. The site, located in the Perrin Neighborhood, is commonly known as 424 Tinkler Street, in Lafayette, Fairfield 21 (SW) 23-4.

ZONING HISTORY AND AREA ZONING PATTERNS:

The earliest zoning maps show the entire Perrin Neighborhood zoned R3. In 1976, a petition was filed to downzone the neighborhood from R3 to R2 (Z-757 L.P. Schafer). This was approved by APC and by Lafayette City Council; however, remonstrators filed a lawsuit to overturn this decision. A year and a half later in 1977, Lafayette City Council filed a new rezone for the same area, again from R3 to R2 (Z-866). The neighborhood at the time was, like today, a mix of single-family, two-family and multi-family conversions. This time, the rezone remained valid and the zoning maps were changed to R2. Staff wonders if the contentiousness of these two rezone cases explains why the Perrin Neighborhood, (unlike its neighbors, the Historic Jeff Neighborhood, St. Mary's, and Columbian Park) never requested nor completed an amendment to the comprehensive plan. There have been no other recent rezones in the immediate area. The "urban" zones, such as R2U and R3U, did not exist until the current zoning ordinance was adopted in 1998.

AREA LAND USE PATTERNS:

The Perrin Neighborhood is a mix of primarily single-family homes with two-family and multi-family apartment buildings and conversions interspersed. This historic neighborhood dates to the 1870's.

TRAFFIC AND TRANSPORTATION:

This property is located at the corner of Tinkler and Asher Streets, both classified as urban local roads. The site is served by a driveway from Tinkler.

ENVIRONMENTAL AND UTILITY CONSIDERATIONS:

City utilities serve the site.

STAFF COMMENTS:

Petitioner purchased this 3-unit home in 1992, which was and still is nonconforming in the R2 zone. The property, measuring 5,820 square feet is undersized for the current and proposed zoning (R2 requires 7,500 square feet for a single-family or a duplex and R3 requires 6,000 square feet for either a single-family or a duplex). A renovation of the building or the addition of another unit would likely require variances from the Lafayette Division of the Area Board of Zoning Appeals.

The structure, built in 1910 per the County Assessor's records, appears to have been originally built as a single-family home and later converted into apartments like many of the homes in the area. While some have been converted back to single-family homes, others still are divided into apartments.

Petitioner is seeking this rezone to make the property conforming, claiming that having a conforming use would make lending by financial institutions easier. Staff can support rezoning this single lot to legitimize a long-standing nonconforming use in this historic urban neighborhood, but would recommend the request be amended to R3U. Rough measurements based on the GIS aerial indicates the building has existing setbacks of around 12.5' to 15' from Tinkler and Asher Streets. The R3U zone has a street setback requirement of 15' whereas the R3 zone requires a setback of 25'. The smaller setback requirement in the R3U zone would provide a benefit by bringing the existing building even closer to conformity.

STAFF RECOMMENDATION:

Revise the request to R3U; and then Approval

THE
AREA PLAN COMMISSION
OF TIPPECANOE COUNTY

EXECUTIVE COMMITTEE
NOTICE OF PUBLIC HEARING

DATE..... SEPTEMBER 1, 2021
TIME..... 4:30 P.M.
PLACE COUNTY OFFICE BUILDING
20 N. 3RD STREET
LAFAYETTE, IN 47901

(TENTATIVE)
A G E N D A

- I. APPROVAL OF MINUTES
- II. NEW BUSINESS
- III. PUBLIC HEARING
 - A. SUBDIVISIONS

S-5020 NORTHGATE EAST SUBDIVISION (minor-sketch):

Petitioner is seeking primary approval for three commercial lots on 3.701 acres located on the south side of Northgate Drive, just east of SR 43, in Battle Ground, Tippecanoe 27 (NW) 24-4.

- IV. APPROVAL OF THE SEPTEMBER APC PUBLIC HEARING AGENDA
- V. APPROVAL OF THE SEPTEMBER ABZA PUBLIC HEARING AGENDA
- VI. DETERMINATION OF VARIANCES
 - A. Lafayette Division of the Area Board of Zoning Appeals
- VII. REVIEW AND APPROVAL OF THE AUGUST BUDGET REPORT
- VIII. OTHER BUSINESS
- IX. ADJOURNMENT

August 2, 2021

1. BZA-2061 QUIKTRIP CORPORATION:

Petitioner is requesting the following sign variances for a proposed gas station/truck stop in an HB (Highway Business) zone:

1. To allow a 100' tall freestanding sign instead of the maximum sign height of 36' (UZO 4-8-6);
2. To allow a freestanding sign of 632.6 square feet instead of the maximum permitted 40 square feet (UZO 4-8-6);
3. To allow a sign setback of 3.17' instead of the required setback of 17' (sign setback is equal to sign height) (UZO 4-8-6); and
4. To allow a total sign area of 909.7 square feet instead of the maximum permitted 207.5 square feet (UZO 4-8-6);

on property located at 1973-1887 Northgate Court, (lots 1-4 in Gateway Park Commercial Subdivision), Battle Ground, Tippecanoe 28 (NE) 24-4.

RECOMMENDATION:

Staff advises that the above requests do not constitute use variances.