



STAFF REPORT

BARTHOLOMEW COUNTY PLAN COMMISSION (April 9, 2025 Meeting)

Docket No. / Project Title: DP-2025-001 (Bartholomew County Highway Garage)
Staff: Melissa Begley
Applicant: Bartholomew County Commissioners
Property Size: 25.073 Acres
Current Zoning: P (Public/Semi-Public Facilities)
Location: 10150 East 25th Street, in Clay Township

Request Summary:

The applicant is requesting approval of a site development plan major modification consistent with Zoning Ordinance Chapter 12.8. The applicant has indicated that the proposed site development plan is for the purpose of seeking an increased height for the previously approved salt barn.

The applicant is proposing the following waiver(s) from the zoning ordinance development standards that would typically apply to this development: The petitioner is requesting to allow an accessory structure (a salt barn) to be 46 feet in height, 21 feet taller than the maximum 25 feet in height for accessory structures per Zoning Ordinance Section 3.22(B), and 3-feet, 6-inches taller than the originally approved 42-foot, 6-inch height for the building.

Plan Commission Decision Criteria:

The Bartholomew County Zoning Ordinance requires that the Plan Commission consider (1) compliance with the applicable development standards established by the Zoning Ordinance and (2) the general standards listed below in the review of site development plans (Section 12.8(E)).

1. The proposed development will be consistent with the comprehensive plan.
2. The proposed development will not be detrimental to or endanger the public health, safety, convenience, or general welfare.
3. The proposed development will not be injurious to the use and enjoyment of the surrounding property.
4. The proposed development will not impede the efficient, orderly, and normal development of the surrounding property.
5. The proposed development provides adequate access, utilities, landscaping, buffering, and other improvements.
6. The proposed development provides pedestrian and vehicle ingress, egress, and circulation in a manner that maintains adequate public safety and efficient movement.

The Plan Commission may waive development requirements of the Zoning Ordinance based on findings by the Commission that the altered requirements will better serve (a) the intent of that development requirement, (b) the intent of the zoning district, and/or (c) the general standards listed above.

Plan Commission Process, Options & Preliminary Staff Recommendation:

Step 1- Development Standards Waivers:

The initial step in the approval process is for the Plan Commission to determine if any requested development standards waivers can be supported based on the decision criteria provided by the Zoning Ordinance. The waiver may be approved if one or more of the criteria have been met. A separate motion with specific findings is recommended for each requested waiver.

Requested Waiver: The applicant proposes to construct a salt barn that will be 46 feet in height. Section 3.22(B) of the Zoning Ordinance indicates that the maximum height for an accessory structure shall be 25 feet.

Preliminary Staff Recommendation: Approval, criteria #2 and #3 have been met.

Criteria #1: The requested waiver or modification will better serve the intent of that development requirement. The Zoning Ordinance indicates the intent of the height standards as follows: To protect the public health, safety, and general welfare by providing for adequate light and air, and by ensuring adequate fire protection service.

Preliminary Staff Findings: The location of the salt barn will not negatively impact the public health and safety and will have adequate fire protection, but the additional height of the salt barn will not better serve the intent of the development requirement. *This criterion has not been met.*

Criteria #2: The requested waiver or modification will better serve the intent of the zoning district in which the property is located. The Zoning Ordinance indicates the intent of the P (Public/Semi-Public Facilities) zoning district as follows: To provide locations for large scale public facilities, worship facilities, and concentrations of other public institutions. This district should be applied in those locations where a single facility or combination of facilities forms an institutional center. This district is further intended to provide a set of setbacks and other requirements that respond to the unique scale and other considerations common to these types of uses. This district should be applied to reduce land use conflicts and ensure that public and semi-public facilities are appropriately integrated into the community.

Preliminary Staff Findings: The salt barn is a necessary structure to allow the County Highway Department to perform their duties. The intent of this zoning district is to provide locations for a large scale public facility with the need for specialized structures and the proposed waiver will better serve the intent of the zoning district. *This criterion has been met.*

Criteria #3: The requested waiver or modification will better serve the general standards listed by Zoning Ordinance Section 12.8(E)(2) and above.

Preliminary Staff Findings: The additional height of the building is needed to allow the salt and sand to be mixed and loaded within the building, where it will be protected from the rain and weather and will reduce infiltration of salt into the groundwater or into other surface waters. This will better serve the general standards of the Zoning Ordinance by protecting the health and safety of the public. *This criterion has been met.*

Step 2 - Conditions:

The Plan Commission should determine through discussion if any conditions of approval are appropriate for this request. Conditions are situations that need to be resolved through the action of the applicant prior to, or as part of, the proposed development. Any conditions should be clearly based on the Plan Commission Decision Criteria listed above.

Preliminary Staff Recommendation: The staff is preliminarily recommending the following conditions of approval: None

Step 3 - Commitments:

The Plan Commission should determine through discussion if any commitments of the applicant are appropriate and/or needed for this request. Commitments are long-term agreements that, together with the

Zoning Ordinance, govern the use of the property. Any commitments should be clearly based on the Plan Commission Decision Criteria listed above.

Preliminary Staff Recommendation: The staff is preliminarily recommending the following commitments: None

Step 4 - Approval, Denial or Continuance:

In reviewing a request for site development plan approval the Plan Commission may (1) approve the application, (2) deny the application, or (3) continue the review to a future Plan Commission meeting. The Plan Commission should make, second, and vote on a motion for the approval, denial, or continuance of the request. Any motion should include reasons supporting that motion that directly reference the Plan Commission Decision Criteria listed above. Any motion for approval should (1) note any approved waivers and/or modifications and (2) specifically list any conditions and/or commitments being made as part of the approval and the reasons for those conditions or commitments based on the Plan Commission Decision Criteria listed above.

Preliminary Staff Recommendation: Approval, including the referenced modification.

Current Property Information:	
Land Use:	County Highway Department facility
Site Features:	An office and maintenance garage, 2 vehicle storage buildings, fuel pumps with a canopy, and an area for customer parking and employee parking.
Flood Hazards:	No flood hazards exist on the property.
Special Circumstances: (Airport Hazard Area, Wellfield Protection Area, etc.)	No special circumstances exist on this property.
Vehicle Access:	25 th Street (Arterial)

Surrounding Zoning and Land Use:		
	Zoning:	Land Use:
North:	AP (Agriculture: Preferred) P (Public / Semi-Public)	Agriculture, Single Family Residential
South:	AP (Agriculture: Preferred)	Agriculture, Single Family Residential
East:	AP (Agriculture: Preferred) P (Public / Semi-Public)	Agriculture, Petersville Landfill (Closed) & Recycling Station
West:	AP (Agriculture: Preferred) P (Public / Semi-Public)	Royal View Subdivision, Clay Township Trustee Office and Fire Department

Interdepartmental Review:	
County Fire Inspector:	No comments received.
Department of Technical Code Enforcement:	No comments received.

History of this Location:

The relevant history of this property includes the following:

1. In 2018, the property was rezoned by the Columbus City Council from AP (Agriculture: Preferred) to Pc (Public/Semi-Public Facilities with Commitments) (Case # RZ-18-07). The approval included the following commitments:
 - a. No access shall be provided from Randal Street.
 - b. Permitted uses shall be limited to those indicated as such by the Zoning Ordinance effective November 14, 2018, excluding the following: a sewage treatment plant, a utility substation, a water treatment facility, or a correctional facility.
2. On March 13, 2019, a site development plan was approved by the Columbus Plan Commission (Case # DP-19-02). The approval included the following modifications:
 - a. From Zoning Ordinance Section 7.2 (Part 4)(A)(1) to allow a portion of the site have a stone surface, rather than being paved.
 - b. From Zoning Ordinance Section 7.3(Part 1)(C)(3)(c)(i), which requires an entrance to a non-residential property to be a minimum of 400 feet from another street or entrance drive. The proposed entrance drive is 165 feet from a residential driveway to the west on the south side of 25th Street.
 - c. From Zoning Ordinance Section 3.22(B) to allow an accessory structure (an asphalt tower) to be 30 feet in height, 5 feet taller than the maximum 25 feet in height for accessory structures.
 - d. Zoning Ordinance Section 3.22(B) to allow an accessory structure (a salt barn) to be 42 feet in height, 17 feet taller than the maximum 25 feet in height for accessory structures.
3. In 2023, Otter Creek Golf Course was dis-annexed from the Columbus Corporate Limits and the corresponding City of Columbus Planning Jurisdiction was modified with the County Highway Garage and surrounding area being removed from the district. These properties are now within the Bartholomew County jurisdiction.

Comprehensive Plan Consideration(s):

1. **Policy 1-D:** Require appropriate buffers to allow the continued full use of adjoining farmland and to reduce conflicts between neighboring uses.
2. **Goal 5:** Provide for institutional and other land uses that may be needed or desired in the community.
3. **Policy 5-A:** Establish criteria for location of recreational, public and institutional uses such as churches, schools, cemeteries, community centers, fire stations, campgrounds, and private recreational facilities in Bartholomew County. These criteria should take into account the potential impact of each use on traffic patterns, utilities, infrastructure, and the enjoyment of surrounding properties.

Planning Consideration(s):

The following general site considerations, planning concepts, and other facts should be considered in the review of this application:

1. The applicant is requesting to update their previously approved site development plan, specifically requesting to increase the height of the proposed salt barn. The previously approved modification

request was to allow the salt barn to be 42.5 feet in height. The new request is to allow the salt barn to be 46 feet in height.

2. Zoning Ordinance Section 3.22(B) indicates that the maximum height for an accessory structure shall be 25 feet.
3. The proposed salt barn will be located to the west of the Highway Department's office and maintenance building, approximately 600 feet from the Royal View subdivision. The Royal View Subdivision is directly to the west and contains 112 homes. The applicants have installed a landscape buffer along the western property line, adjacent to the residential subdivisions. The buffer is located on a 4-foot-tall berm and is made up of a staggered row of evergreen plant material. There is also a second landscape buffer directly west of the gravel maintenance yard made up of a staggered row of evergreen plant material.
4. There is a residential property and the Clay Township/Volunteer Fire Department adjoining the subject property to the south. The salt barn location is 689 feet from that home. .

City of Columbus - Bartholomew County Planning Department
Zoning Compliance Certificate / Site Development Plan Application

Submit applications and materials by e-mail to planning@columbus.in.gov. If questions, please call: 812.376.2550.
Submittal instructions available at <https://www.columbus.in.gov/planning/applications-forms/>.

To be Completed by the Planning Department

Application Received on (date): 2/14/25 by (initials): JAM/MB
Jurisdiction: ☐ Columbus ☒ Bartholomew County ☐ Joint District
Application Type: ☐ Zoning Compliance Certificate ☐ Initial Site Development Plan ☐ Minor Modification ☒ Major Modification
Case Reference No.: BDP-2025-001 Zoning District: P
Site Development Plan Project / Facility Title: County Highway Garage
Property Owner Name(s) (from GIS): Bartholomew County Commissioners

To be Completed by the Applicant

Development Activity / Change Proposed:

Please select all that apply.

- ☐ Sign(s) ☐ Change of Use ☐ New Structure(s) ☐ Expansion of an Existing Structure and/or Use
☐ Site Feature Change (Landscaping, Parking, Etc.) ☐ Mineral Extraction ☐ Floodplain Alteration
☐ Telecommunications Facility ☐ Temporary Use: from (start date) _____ to (end date) _____

Total Number of New Signs Requested (if any): _____ (Please attach a separate sign worksheet for each sign.)

Property / Location Information:

Property Address (if an address has been assigned): 10150 E. 25th Street Columbus
(number) (street) (city)

or Parcel Number(s): _____

or General Location: _____
(a street corner, subdivision lot number(s), etc.)

Property Size: 24.352 acres or _____ square feet (if less than 1 acre)

Representative Information (if other than the applicant):

Complete this section if a contractor, surveyor, owner's representative, or other person will act on behalf of the applicant and all correspondence regarding the application should be directed to them (if not, please indicate "none" for the Representative Person's Name below).

Representative Person's Name: _____

Representative's Company Name: _____

Mailing Address: _____
(number) (street) (city) (state) (zip)

Phone No.: _____ E-mail Address: _____

All correspondence will be by e-mail unless another method has been agreed upon by the Planning Department.

Applicant Information:

Please identify the business, institution, apartment complex, land development company, or other entity that is seeking the approval. Do NOT list here a contractor, surveyor, or other representative (see Representative Information section on page 1).

Applicant Name: Bartholomew County Highway Department

Applicant Type: ☐ Individual(s) ☐ Partnership ☐ Corporation ☐ LLC ☐ Estate ☐ Trust ☒ Other

Applicant Contact Person Name: Danny Hollander

Please include a contact person name if the applicant is a land development company, institution, business, or other type of entity.

Mailing Address: 10150 E. 25th Street, Columbus, IN 47203
(number) (street) (city) (state) (zip)

Phone No.: (812)379-1660 E-mail Address: dhollander@bartholomew.in.gov

All correspondence will be by e-mail unless another method has been agreed upon by the Planning Department.

Use / Structure Information (if applicable):

Proposed New or Expanded Building Area: 11200 square feet

Most Recent Use: Vacant Proposed Use: Storage

Supporting Information for all Applications

Please note the following which must be provided with the application.

☐ Site Plan (if applicable, see attached checklist)

☐ Sign Information (if new signs are proposed): A separate completed sign worksheet and supporting materials for each sign proposed (see attached form). If a freestanding or interstate oriented sign is proposed, the proposed sign location on the property and property lines must either be shown on the site plan noted above or on a separate drawing.

For Site Development Plans Only (please ask a Planning Department staff member if this applies):

☒ Modification Worksheet: A completed worksheet for any proposed modification of the development standards mandated by the Zoning Ordinance (see attached form).

Representative or Applicant Signature / Acknowledgement:

If a representative has been designated on page 1, that representative must sign below. If no representative is designated, the applicant, as indicated above, must sign below. Acceptable signatures include traditional "wet" by hand signatures, electronically verified signatures, or digital signatures using a script font or signature stamp.

The undersigned acknowledges that the information included in and with this application is completely true and correct to the best of his/her knowledge and belief.

Danny D Hollander
(Representative or Applicant Signature)

Danny Hollander, P.E.

(Representative or Applicant Printed Name)

2/14/25
(Date)

County Engineer

(Title / Position, if Applicable)

Property Owner Signature(s):

Applications submitted without all property owner(s) or their legally authorized representative(s) signatures will NOT be processed. Acceptable signatures include traditional "wet" by hand signatures, electronically verified signatures, or digital signatures using a script font or signature stamp. The property owner does NOT include a tenant or contract buyer.

The Planning Department is NOT responsible for verifying the authenticity of signatures, confirming the signer's authority, or for any misrepresentation by those signing.

Those who have signed below acknowledge that the information included in and with this application is completely true and correct to the best of his/her knowledge and belief. The undersigned authorize(s) the filing of this application and allows the Planning Department staff to enter this property to analyze this request. Further, the undersigned understand that a public notice sign may be placed and remain on the property until the processing of the request is complete.

For Property Owned by an Individual or Individuals:

If the property is titled/owned individually or jointly held by multiple individuals (such as a married couple, tenants-in-common, or jointly with rights of survivorship, for example), each living individual must sign below. Those signing below due to power of attorney for an owner must attach documentation of that power of attorney.

(Property Owner #1 Signature)

(Printed Name)

(Date)

(Property Owner #2 Signature)

(Printed Name)

(Date)

(Property Owner #3 Signature)

(Printed Name)

(Date)

(Property Owner #4 Signature)

(Printed Name)

(Date)

For Property Owned by a Partnership, Corporation, LLC, Estate, Trust, or other Entity:

If the property is titled/owned by a trust, corporation, estate, institution, business, or other entity, an appropriate representative of that entity must sign below and indicate his/her title, position, role, or other legally authorized capacity in which they are signing on behalf of that entity.

Description of Signer's Ownership Role or Representation: Chairman of the Board of Commissioners, Bartholomew County, Indiana

(Signature)

Larry Kleinhenz

(Printed Name)

(Date)

City of Columbus – Bartholomew County Planning Department

Site Development Plan
Development Standards Waiver / Modification Worksheet

(please use a separate worksheet for each waiver / modification requested)

To be Completed by the Applicant

Waiver or Modification Requested:

I am requesting a waiver or modification from Section 3.22 of the Zoning Ordinance to allow the following:

Increase the accessory structure maximum height per previous approval from 42' to 46'.

Waiver or Modification Request Justification:

The Columbus & Bartholomew County Zoning Ordinance [Section 12.8(E)] establishes specific criteria that must be met in order for a waiver or modification to be approved with a site development plan. Please describe how the waiver or modification request meets at least one of the following criteria.

The requested waiver or modification will better serve the intent of the development requirement.

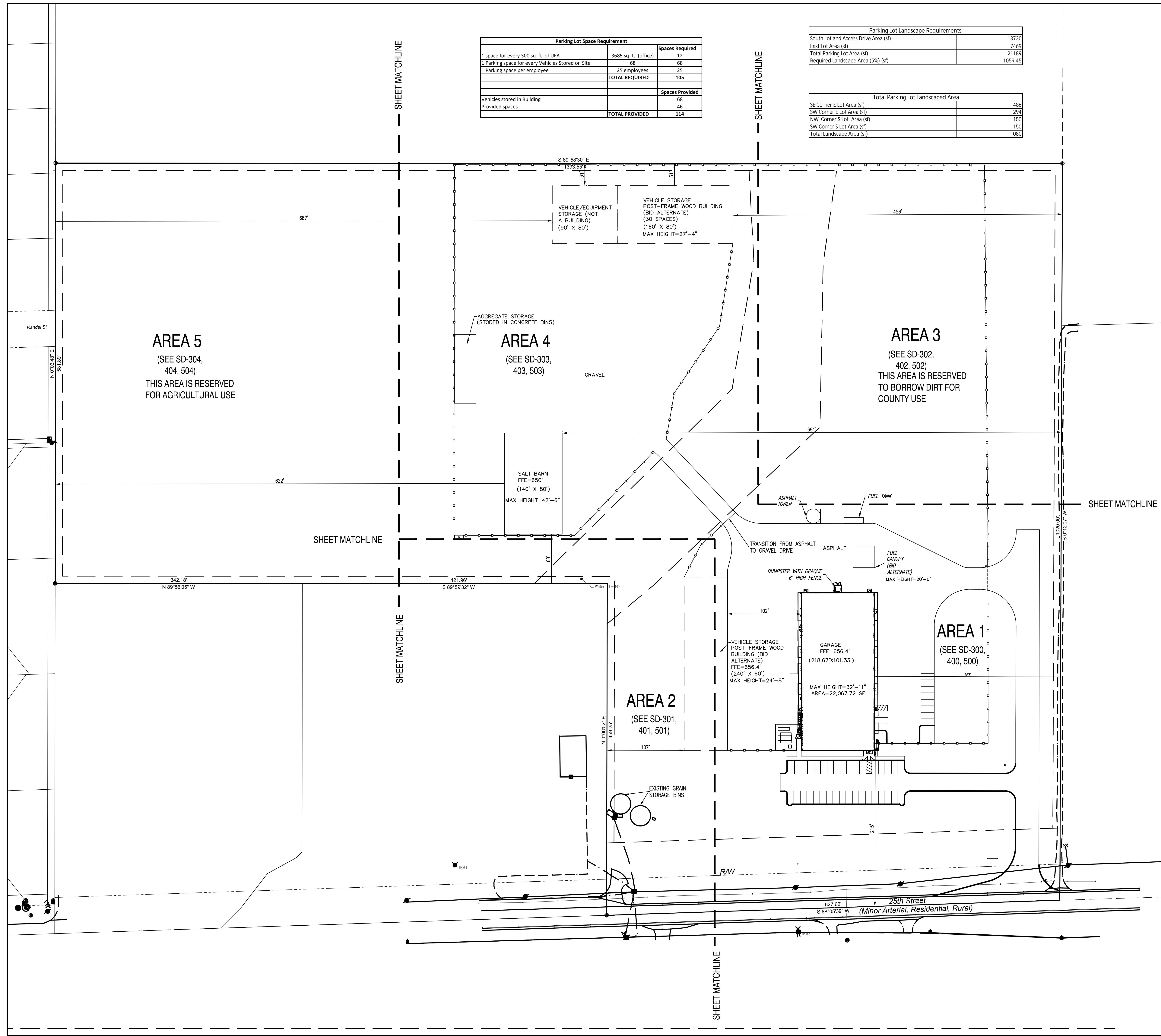
The height increase will allow the placement on site of a building that will increase efficiency and reduce the time larger vehicles are on the community's roads. The building is already permitted by zoning type, and will not be a detriment to the surrounding properties.

The requested waiver or modification will better serve the intent of the zoning district in which the property is located.

The modification is a request to allow construction of a salt barn at the new County Garage site. The current zoning is P which has a maximum height of 25', the original modification approval is for 42' and we are requesting 46'.

The requested waiver or modification will better serve the general standards listed by Zoning Ordinance Section 12.8(E)(2) and repeated as follows: The proposed development (1) will be consistent with the comprehensive plan; (2) will not be detrimental to or endanger the public health, safety, convenience, or general welfare; (3) will not be injurious to the use and enjoyment of the surrounding property; (4) will not impede the efficient, orderly, and normal development of the surrounding property; (5) provides adequate access, utilities, landscaping, buffering, and other improvements; (6) provides pedestrian and vehicle ingress, egress, and circulation in a manner that maintains adequate public safety and efficient movement.

The waiver is consistent with the comprehensive plan, is not a danger to the public, will not have an impact on the development of surrounding properties, has no impact on access, etc. and by placing the salt barn here will decrease traffic on the surrounding roadways. The salt barn will allow Bartholomew County to store their salt within and reduce any runoff from site.



Parking Lot Space Requirement		
1 space for every 300 sq. ft. of UFA	3685 sq. ft. (office)	12
1 Parking space for every Vehicles Stored on Site	68	68
1 Parking space per employee	25 employees	25
	TOTAL REQUIRED	105
		Spaces Provided
Vehicles stored in Building		68
Provided spaces		46
	TOTAL PROVIDED	114

Parking Lot Landscape Requirements	
South Lot and Access Drive Area (sf)	13720
East Lot Area (sf)	7469
Total Parking Lot Area (sf)	21189
Required Landscape Area (5%) (sf)	1059.45

Total Parking Lot Landscaped Area	
SE Corner E Lot Area (sf)	486
SW Corner E Lot Area (sf)	294
NW Corner S Lot Area (sf)	150
SW Corner S Lot Area (sf)	150
Total Landscape Area (sf)	1080

