



JOHNSON COUNTY

Department of Planning & Zoning
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Franklin, Indiana 46131

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MEETING AGENDA

Johnson County Advisory Plan Commission
January 27, 2025 - 6:00 PM
Public Auditorium, West Annex Building
86 West Court Street, Franklin, Indiana

CALL TO ORDER BY PLAN COMMISSION ATTORNEY

ROLL CALL

ELECTION OF PLAN COMMISSION OFFICERS

- a. Chairman
- b. Vice-Chairman
- c. Secretary

OTHER APPOINTMENTS

APPROVAL of MINUTES

Approval of minutes from the December 16th, 2024 meeting.

PUBLIC HEARINGS

-CONTINUED HEARINGS-

-NEW HEARINGS - None.

OLD BUSINESS

Second reading of an amendment to the Plan Commission Rules of Procedure for Plat Committee language

NEW BUSINESS

Approval of 2025 Contract for Johnson County Plan Commission Attorney with Williams Barrett & Wilkowski, LLP.

REPORTS and RECOMMENDATIONS

ADJOURNMENT

The next meeting of the Johnson County Advisory Plan Commission is scheduled for February 24, 2025 at 6:00 PM in the public auditorium of the Courthouse West Annex Building.

ARTICLE VIII COMMITTEES

Section 1. Authority

The Chairman is hereby authorized to appoint permanent and temporary committees to facilitate the work of, or advise, the Commission. Such committees may be comprised of Commission members and other interested parties. A chairman shall be appointed for each committee, and reports on their assignments shall be made a part of the record. The Chairman shall be an ex officio member of any committee.

Section 2. Standing Committees

The following shall be a standing committee:

Technical Review Committee - A Technical Review Committee shall be a permanent committee consisting of the following members: The Planning Director, Highway Director, Agricultural Extension Agent, Surveyor, Health Department Director, Planning Engineer, and one Plan Commission member from both the Democratic and Republican parties, as well as such other representatives as the planning director may invite to aid in the review of scheduled petitions. Members may designate representatives to participate in any and all meetings of the committee. The Planning Director or her/his designee shall serve as chairman of the committee. The Technical Review Committee is established for the purposes listed below. In no way is the existence of this committee to be construed to limit the scope of discussion or findings of fact on any matter of the committee from raising additional issues which may come to light after the committee meeting.

- a. To review petitions filed with the Commission for compliance with the technical requirements of the Subdivision Control Ordinance and Zoning Ordinance.
- b. To enhance the coordination of efforts to evaluate proposed land development.
- c. To encourage cooperation between the Commission, staff and petitioners by resolving problems at the staff level where possible.
- d. To provide non-binding findings of fact and recommendations on subdivision petitions or zoning development plans before the Commission.

Plat Committee - The purpose of the Plat Committee shall be to provide alternative approval procedures for minor subdivisions as specified by Chapter 7 Section C of the Unified Development Ordinance.

The Plat Committee shall have the following duties:

- a. the Plat Committee shall review applications and plats for technical compliance with Unified Development Ordinance

b. the Plat Committee may approve the application, approve the application with conditions, or deny the application.

The Plan Commission shall appoint a Plat Committee from its membership as follows:

- a. the Plat Committee shall consist of three (3) members;
- b. the members shall be Plan Commission members;
- c. members shall be appointed by the Plan Commission during its regularly scheduled January meeting or as soon as thereafter practical;
- a. ~~d. Members may designate another Plan Commission member to act as an alternate to participate in any and all meetings of the committee.~~

Official action by the Plat Committee may be taken

- a. by a majority of the members if a quorum is present;
- b. if the Plat Committee determines that the application and plat comply with the regulations, it shall grant preliminary approval;
- c. within 10 (ten) days of making its decision, the Plat Committee with the assistance of the Director, shall prepare written findings of fact in support of its decision;

Section 3. Committee Meetings

The staff shall assist any and all committees established under this section in scheduling the times and places for meetings. In the case of the Technical Review Committee, the staff shall prepare, no later than the fifteenth (15) day of December each year, a schedule of the meetings for the ensuing year and shall make schedule available to committee members and interested parties.

ARTICLE IX COMMISSION RECORDS

Section 1. Responsibility

It shall be the duty of the staff of the Commission to maintain all Commission files and records, including the official minutes of all meetings.

Section 2. Minutes

The staff shall prepare an accurate record of all hearings and official actions of the Commission, and the minutes representing such record shall be made available one week prior to the next scheduled regular Commission meeting. Approved minutes shall be made available for inspection by the public.

Section 3. Tape Recordings