

EVANSVILLE | VANDERBURGH COUNTY AREA PLAN COMMISSION ANNUAL REPORT 2016



PURPOSE OF REPORT

The purpose of this annual report fulfills the statutory duties of the Area Plan Commission Executive Director as listed in Indiana Code IC 36-7-4-312:

1. Propose annually a plan for the operation of the planning department;
2. Prepare and present to the commission an annual report.

FUNCTIONS OF AREA PLAN COMMISSION (APC)

The Area Plan Commission meetings are on the second Thursday of each month. The following are typical agenda items heard by the Plan Commission:

- Requests for city and county rezonings
- Requests for primary subdivision approval for plats and replats
- Requests to amend the City and County Zoning and Subdivision Ordinances
- Reports from staff

Table 1 shows the data on the number of rezoning and subdivision proposals filed and the actions taken by the APC in 2016.

TABLE 1

ZONING & SUBDIVISION FILINGS/FINAL ACTIONS

ACTION	REZONINGS				MAJOR SUBDIVISIONS				MINOR SUBDIVISIONS			
	2013	2014	2015	2016	2013	2014	2015	2016	2013	2014	2015	2016
Number Filed	46	33	41	41	7	15	10	12	39	40	45	44
Approved by Subdivision Review											42	36
Approved by APC	34	36	40	40	6	6	12	13	36	35	-	4
Denied	1	2	0	0	0	0	0	0	1	4	0	-
Withdrawn	3	2	1	1	0	1	1	1	2	4	3	1
No Action/Pending	3	0	2	2	-	-	1	2	-	-	3	5
Approved by Legislative Body	25	36	37	37								

FUNCTIONS OF BOARD OF ZONING APPEALS

The Board of Zoning Appeals meetings are on the third Thursday of each month. The following are typical agenda items heard by the BZA:

- Requests for Variances from one or more of the Zoning Code requirements
- Requests for Special Uses which by their nature cannot be classified in the usual residential, commercial, or industrial zoning districts
- Appeals by a petitioner of decisions made by administrative staff, administrative board, or other bodies (except for the Plan Commission itself), in relation to enforcement

and/or interpretation of the Zoning Ordinance or issuance of Improvement Location Permits

- See Table 2 for information concerning the number of variance and special use requests heard by the Board of Zoning Appeals in 2016.

TABLE 2

VARIANCE & SPECIAL USE FILINGS/FINAL ACTIONS

ACTION	VARIANCE				SPECIAL USE			
	2013	2014	2015	2016	2013	2014	2015	2016
Number Filed	88	85	103	104	41	35	48	39
Approved	88	91	86	99	35	36	45	39
Denied	3	3	2	2	0	0	0	0
Withdrawn	3	2	4	2	0	4	0	0

AREA PLAN COMMISSION STAFF

- Executive Director – Ronald S. London, P.E., CFM
- Assistant Director/Planner - Blaine Oliver
- Senior Planner - John Ansbro, AICP
- Zoning Administrator – Janet Greenwell
- Zoning Enforcement Officer – Donna Holderfield
- Zoning Enforcement Officer – Karen Pickett
- Zoning Investigator - Joel Wiegand
- Chief Draftsman - Brenda Hill
- GIS Administrator / Web Developer - Ryan Key
- CAD/GIS Specialist - Jim McReynolds
- Bookkeeper/Office Manager - Karen Yokel
- Senior Secretary - April Sprague
- Attorney – Dirck Stahl

FINANCING

The Area Plan Commission is financed by annual appropriations from Vanderburgh County and the City of Evansville. In 2016, the budget split was changed to 50% County / 50% City.

Information concerning the 2016 Budget and Disbursements is provided in Table 3. Table 4 displays the amount of fees collected by Area Plan Commission for all revenue items.

TABLE 3
2016 BUDGET & DISBURSEMENTS

	Budget	Added Appropriations	Transfers in/out	Expended or Encumbered	Returned and Repealed
Salary of Employees	\$591,104.00			\$591,104.00	\$0.00
Social Security, PERF	\$116,269.07			\$114,739.75	\$1,529.32
Fuel	\$2,000.00		\$500.00	\$1,126.58	\$373.42
Garage & Motor	\$500.00			\$465.05	\$34.95
Supplies	\$4,500.00		\$2,728.99	\$5,036.40	\$192.59
Postage/Freight	\$1,000.00		\$500.00	\$0.00	\$500.00
Travel/Mileage	\$1,000.00			\$649.56	\$350.44
Communications	\$6,000.00		\$3,000.00	\$8,618.15	\$381.85
Training & Education	\$2,500.00		\$1,500.00	\$40.00	\$960.00
Printing	\$500.00			\$480.00	\$20.00
Legal Advertising	\$2,000.00			\$1,148.72	\$851.28
Maintenance & Repair	\$500.00		\$500.00	\$0.00	\$0.00
Rent	\$52,982.00			\$52,982.00	\$0.00
Legal Services	\$30,000.00			\$27,596.66	\$2,403.34
Equipment Lease & Repair	\$4,500.00		\$1,000.00	\$5,056.90	\$443.10
Dues & Subscriptions	\$1,500.00			\$1,314.26	\$185.74
Office Machines	\$0.00			\$0.00	\$0.00
Data Management	\$4,000.00			\$3,700.00	\$300.00
TOTAL	\$820,855.07		\$9,728.99	\$814,058.03	\$8,526.03

TABLE 4
REVENUE FROM FEES

YEAR	CITY	COUNTY	TOTAL
2011	\$113,343.00	\$45,936.00	\$159,279.00
2012	\$115,265.00	\$45,572.00	\$160,837.00
2013	\$116,927.00	\$47,191.00	\$164,118.00
2014	\$221,618.78	\$75,286.20	\$296,904.98
2015	\$314,219.25	\$140,476.42	\$454,695.67
2016	\$297,934.24	\$134,546.47	\$432,480.71

WORK ACCOMPLISHED IN 2016

COMPREHENSIVE PLAN

The Comprehensive Plan was adopted in 2016 by the Area Plan Commission in May; by the Town of Darmstadt Board, City Council, and County Commissioners in June. Work also began on implementing various policies and other aspects of the Plan.

ZONING ORDINANCE

In 2016, the Area Plan Commission staff continued to research, write staff field reports, and provide verbal comments at the Area Plan Commission and Board of Zoning Appeals meetings on each proposed rezoning, variance, special use, and appeal.

In addition to the review of rezoning, variance, and special use petitions, the issuance of Improvement Location Permits for new structures or other proposed site activity is a significant aspect of the Area Plan Commission's efforts to administer the Zoning Ordinance.

Table 5 displays the number of the various types of applications filed over the last 10 years. Table 6 shows the acreage of the approved rezonings for the City and County in 2016.

The City Zoning Code was amended in 2016 to address requirements for electronic signs, and work was initiated to restructure the sign code in the County Zoning Ordinance, including the addition of temporary on-premises sign exemptions and new electronic sign requirements.

Draft amendments were also developed on accessory buildings for the City & County, and for Confined Feeding Operations (CFOs) in the County. During this process, the APC staff met with agricultural stakeholders on the CFO requirements and made revisions to the draft to address their concerns. These ordinances were considered and adopted by APC and the local elected officials in 2017.

TABLE 5
APPLICATIONS FILED 2005-2016

ACTIVITY TYPE	YEARS											
	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Subdivisions Filed	50	47	43	43	29	35	40	39	46	55	54	56
Subdivisions Recorded	59	44	42	40	14	18	34	48	43	47	47	63
Improvement Location Permits	2292	2227	1930	1903	1613	1613	2334	1929	1976	1992	1881	1793
Rezoning Filed	46	45	42	43	25	27	22	28	46	33	41	41
Special Uses Filed	44	30	33	31	40	45	38	40	41	35	48	39
Variances Filed	84	94	95	95	71	76	79	88	80	85	103	104

TABLE 6
ACREAGE OF APPROVED REZONINGS

ZONING DISTRICT	CITY ACREAGE				COUNTY ACREAGE				TOTALS			
	2013	2014	2015	2016	2013	2014	2015	2016	2013	2014	2015	2016
Agricultural	0	0	0	0	3.7	0	2.5	10.3	3.65	0	2.5	10.3
Single Family	0.6	2.5	44.4	0.2	34.8	0	44.5	0.3	35.4	2.5	88.9	0.5
Multi-Family	5.0	1.7	15.7	0.4	144.3	0	205.0	5.6	149.3	1.7	220.4	6.0
PUD	0	0	0	0	0	0	0	0	0	0	0	0
Commercial	9.6	36	68.9	46.5	119.1	34.6	80.0	8.0	128.7	70.6	148.9	54.8
Industrial	10.3	21.0	1.6	34.7	14.1	0	5.1	8.7	24.4	21.1	6.7	43.3
Air	0	0	0	0	0	0	0	0	0	0	0	0
Totals	25.5	61.2	130.6	81.7	315.9	34.6	336.9	33.2	341.4	95.8	467.4	114.9

ZONING ENFORCEMENT

The Evansville-Vanderburgh County area has three Zoning Enforcement/Investigator Officers in 2016, there were 2,535 complaint site inspections and, when warranted, these inspections were followed by issuance of almost 1,254 Zoning Code violation letters.

SITE REVIEW PROCESS

The Site Review Committee is another of the ongoing review boards of the Area Plan Commission. This Committee meets weekly to review plans for all new commercial

development, industrial development, all other non-residential uses, and apartment complexes, prior to issuance of improvement location permits.

In 2016, applicants filed 264 site development plans for review. Of the total number of plans reviewed, 81 percent are located in the City and 19 percent in the County. One notable statistic is that these reviews resulted in 57 new commercial/industrial buildings. Pending and Recently approved projects can now be viewed using the [Project Status](#) web mapping application on the APC website (evansvilleapc.com).

SITE REVIEW PROJECTS

Some examples of multi-family and commercial projects reviewed by the Commercial Site Review Committee throughout 2016

CITY

HOUSING

3701 Upper Mount Vernon Rd, 12 Apartment units in one 2-story bldg.

6635 Old Boonville Hwy, Hestia Condos, 84 units in 21 bldgs.

1931 S. Weinbach Ave - 62 Apartment units in 3 bldgs.

Garfield Ave & Virginia St., Echo Housing Corporation, 44 Apartment units in 2 bldgs.

COMMERCIAL & OTHER

IU, USI and UE Medical School, 515 Walnut St., 4-story 140,000 sq ft bldg.

Mesker Park Zoo, 1545 Mesker Park Dr., Carousel

Bru Burger Bar, 102 NW Third St., Change of Use to 173 + 66 patio seat restaurant

Fresh Thyme, 1501 N. Burkhardt Rd, 1-story 28,709 sq ft grocery store

Deaconess Clinic, 4111 N. Green River Rd., 1-story 21,693 sq ft Medical Office Building

Tropicana, 421 NW Riverside Dr., 1-story 77,500 sq ft Landside Gaming Facility

County Sheriff's Office, 3500 Harlan Ave, 1-story 14,380 sq ft Operation Center bldg.

COUNTY

HOUSING

Paddock Dr. & Filly Dr., 12 townhomes

15400 Reading Dr., Multi Family Complex, 12 units

11313 Old State Rd, 96 Apartment units in 4 3-story bldgs.

COMMERCIAL & OTHER

St. Mary's Ambulatory Care Center, 14020 Old State Rd., 1-story, 30,335 sq ft bldg.

EVSC, 10701 Petersburg Rd, 2-story 118,000 sq ft Elementary School

ISSUANCE OF PERMITS

The Area Plan Commission issues improvement location permits for residential, commercial, and industrial uses before construction activity can begin. In 2016, the Plan Commission processed a total of 1,793 applications for improvement location permits.

Table 7 displays the number of permits issued by permit type. The number of permits for signs was dramatically lower due to recent amendments to the Code exempting temporary signs. The number of permits issued for single family homes in 2016 was at a 6-year high.

Table 8 shows the number Housing Units permitted by township. In 2016, 483 units were permitted in the City and County. Knight Township in the City was the area that showed the most growth overall mainly due to strong multi-family development; while the area that recorded the highest growth for single family was Center Township outside the City.

TABLE 7
IMPROVEMENT LOCATION PERMITS ISSUED

	CITY						COUNTY						TOTALS						
	2011	2012	2013	2014	2015	2016	2011	2012	2013	2014	2015	2016	2011	2012	2013	2014	2015	2016	
Single Family	94	37	54	94	52	101	163	201	239	214	254	247	257	238	293	308	306	348	
Multi Family																			
Permits	7	3	4	7	12	12	14	5	11	15	9	7	21	8	15	21	21	19	
Units	219	75	89	101	373	119	34	31	22	26	33	16	253	106	111	127	406	135	
Additions & Remodeling residential & commercial	275	286	192	303	235	236	134	114	140	141	108	103	409	400	332	444	343	339	
Accessory Structures garages, swimming pools, Ag bldgs	86	97	92	118	116	114	175	180	174	168	262	217	261	277	266	286	378	331	
Commercial & Industrial Bldg	6	36	31	44	39	39	3	20	8	11	11	18	9	56	39	55	50	57	
Change-Of-Use / Business	447	225	253	207	215	245	24	26	16	19	17	18	471	251	269	226	232	263	
Signs - on-premise & temporary	775	594	664	566	428	362	83	74	78	55	55	53	858	668	742	621	483	415	
Others - temporary uses	36	21	16	21	55	16	11	10	4	9	13	5	47	31	20	30	68	21	
TOTAL	1,727	1,299	1,306	1,360	1,152	1,125	607	630	670	632	729	668	2,334	1,929	1,976	1,992	1,881	1,793	

TABLE 8
HOUSING UNITS PERMITTED

Township	Single Family						Multi-Family						TOTALS					
	2011	2012	2013	2014	2015	2016	2011	2012	2013	2014	2015	2016	2011	2012	2013	2014	2015	2016
ARMSTRONG	2	1	3	3	4	1	0	0	0	0	0	0	2	1	3	3	4	1
CENTER																		
City	12	22	26	34	7	35	6	0	0	1	0	0	18	22	26	35	7	35
Unincorporated	43	104	119	93	104	87	11	2	16	10	12	10	54	106	135	103	116	97
Total	55	126	145	127	111	112	17	2	16	11	12	10	72	128	161	138	123	122
GERMAN	6	7	10	8	6	7	9	10	0	0	0	0	15	17	10	8	6	7
KNIGHT																		
City	11	4	21	44	33	45	2	29	38	83	240	76	13	33	59	127	273	121
Unincorporated	0	0	6	0	21	45	0	15	0	6	0	0	0	15	6	6	21	45
Total	11	4	27	44	54	90	2	44	38	89	240	76	13	48	65	133	294	166
PERRY																		
City	1	0	0	1	1	0	0	0	0	18	12	12	1	0	0	19	13	12
Unincorporated	11	8	17	23	40	20	16	2	6	6	6	0	27	10	23	29	46	20
Total	12	8	17	24	41	20	16	2	6	26	18	12	28	10	23	48	59	32
PIGEON	54	10	7	15	11	23	211	46	51	0	121	31	265	56	58	15	132	54
SCOTT & Darmstadt	44	80	81	87	79	85	0	0	0	4	12	6	44	80	81	91	91	91
UNION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
EVANSVILLE	78	36	54	94	52	103	219	75	89	102	373	119	297	111	143	196	425	222
Unincorporated	106	200	239	214	254	245	36	29	22	26	33	16	142	229	261	240	287	261
COUNTY TOTAL	184	236	293	308	306	348	255	104	111	128	406	135	439	340	404	436	612	483

SUBDIVISION REVIEW PROCESS

As designated by State law, the Area Plan Commission has sole authority over the subdivision process.

In the review of a primary subdivision plat, the Area Plan Commission determines whether the plat complies with standards in the Subdivision Code. The Area Plan Commission has delegated the authority to grant secondary plat approval to the Executive Director.

Secondary approval also has multiple requirements that must be met prior to recording the plat. One example involves submittal of a Letter of Credit ensuring that all subdivision improvements are installed by the developer in accordance with City/ County standards. As of December 31, 2016, the Area Plan Commission held 95 active letters of credit for subdivision improvements with a total value of over \$ 7 million.

Table 1 shows the numerous major and minor subdivision actions taken, while Table 9 shows descriptive data on the 63 subdivisions recorded in 2016. The number of plats recorded is the highest number over the last four years. Parcelizations were added to this table, and the 30 parcelizations recorded in 2016 was also the highest total since 2013.

TABLE 9
RECORDED SUBDIVISIONS & PARCELIZATIONS

	CITY				COUNTY				TOTAL			
	2013	2014	2015	2016	2013	2014	2015	2016	2013	2014	2015	2016
PARCELIZATIONS			1	3	14	9	12	27	17	9	13	30
Parcels				4				65				69
Acres				67.5				1,380.40				1,448
Average Parcel Size (in Acres)				16.8				21.2				21
SUBDIVISIONS	14	20	16	17	29	27	31	46	43	47	47	63
Lots	46	48	73	69	199	138	331	262	245	186	404	331
Acres	46	68	80	86	152	135	200	214	198	203	280	300
Average Lot Size (in Acres)	1	1.45	1.13	1.24	0.83	1.12	0.68	0.82	0.87	1.21	0.77	0.91
TOTALS												
Parcels & Lots				73				327				400
Acres				67.5				1,594.40				1,748

INFORMATION AND TECHNOLOGY

GIS WEB MAPPING AND APPLICATIONS

Area Plan Commission has recently upgraded the [GIS Open Data Portal](#) to version 2.0 with many enhancements.

We have added a new [GIS Maps & Apps](#) page with a modern design.

Area Plan developed the [Online Permitting](#) page to assist with residential and sign permit submissions.

Area Plan is currently live with the new [GIS Zoning Map](#). It utilizes modern code that is both responsive and accessible on mobile devices.

New search tools have been developed to allow public access to frequently requested data.

[Subdivision Data Search](#) and the [Master Street Index](#)

NEW ENTERPRISE GIS DATA LAYERS CREATED

- Variances – Several thousand BZA Variance request records have been georeferenced and are now available.
- Thoroughfare Setbacks – Digitized as described in the Municipal Zoning Ordinance.
- Lot of Record – Digitized and georeferenced 300+ historic plat maps.
- Existing and Future Land Use – Land Use data derived from the 2015-2035 Comprehensive Plan
- Downtown 3D Buildings – Utilizing the enterprise LiDAR data. 3D models of the existing downtown buildings with accurate roof forms.
- Promise Zone Boundary – In effort with DMD the Promise Zone Boundary was defined.
- Residential Development 2016 – Permit records for single-family homes georeferenced and mapped.
- Utilized drone technology to archive the construction of the Hilton Double Tree Hotel, IU Med School site. Currently monitoring the McCutchenville Elementary School site.

COMMITTEE PARTICIPATION

The APC Executive Director and staff serve on the following committees beyond the Subdivision and Site Review:

- Downtown Design Review
- Evansville MPO Technical
- Flood Advisory
- Pigeon Creek Greenway Advisory
- GIS Technical Committee

CENSUS

The Area Plan Commission holds the designation as a State data center affiliate for the Evansville Metropolitan Statistical Area, and is a depository for Census data. The APC routinely disseminates this information as a public service. [Census statistical information](#) has been added to our web page in the form of tabular data and web mapping applications.

PROFESSIONAL EDUCATION

To increase staff knowledge on information that will allow the Plan Commission to better serve City/County residents, the APC staff received training in online webinars. Several of the staff members participate in continuing education programs on an ongoing basis to meet professional certification requirements, such as for the American Institute of Certified Planners, Certified Floodplain Managers, Professional Engineers, and GIS.

APC WORK PROGRAM FOR 2017

- Continue to implement the 2016 Comprehensive Plan; [View Final Plan](#)
- Participate in the process to develop the University Parkway Corridor Plan as a principal member of a technical committee to help guide the development of the sub-area land use and transportation plan, and implementation tools;
- Develop and adopt Rules of Procedure for APC & BZA;
- Coordinate on Other Planning Efforts (e.g. Redevelopment Plans, CSO Green Infrastructure, etc.).

- Zoning Code Updates:
 - Address University Pkwy. Plan recommendations (e.g. overlay zone);
 - Ownership Property Line Adjustments and Lots of Record;
 - Wireless Telecommunications Ordinance;
 - Allowing Staff Approval of Minor PUD Changes;
 - Temporary Sign Exemptions to Sign Requirements (County only);
 - Buffer Yards for Commercial/Industrial Uses;
 - Parking requirements.

- Subdivision Code Updates:
 - Adding Standards on Safety & other Issues;
 - Rewrite existing Subdivision Procedures.

- GIS Initiative:
 - Develop a University Parkway Corridor Plan Map Application;
 - Continue to develop mobile accessible zoning mapping application;
 - Train Staff to Edit APC Errata GIS Layer;
 - Create Subdivision Review App;
 - Continue Expansion of GIS Open Data and availability.
 - Feasibility study of GIS data migration to the ESRI Local Government Model and Parcel Fabric.
 - Continue to explore the use of drone technology and planning applications.

ACKNOWLEDGEMENTS

MAYOR - 2016

- Honorable Lloyd Winnecke.

CITY COUNCIL - 2016

- Missy Mosby, President
- Jonathan Weaver, Vice President
- Dan McGinn
- Anna Hargis
- Constance Robinson
- Justin Elpers
- Jim Brinkmeyer
- Dr. H. Dan Adams
- Michelle Mercer

COUNTY COMMISSIONERS - 2016

- Joe Kiefer, President
- Bruce Ungethiem
- Stephen Melcher

COUNTY COUNCIL - 2016

- Angela Koehler Lindsey, President
- John Montrastelle, Vice-President
- Jim Raben
- Tom Shetler
- Stephanie Terry
- Mike Goebel
- Ed Bassemier

DARMSTADT TOWN BOARD - 2016

- Bob Stobbs, President
- Paul Freeman
- John Sanders
- Steve Kahre
- Mallory Lowe, Clerk-Treasurer

AREA PLAN COMMISSION - 2016

- Stacy Stevens, President
- Bill Pedtke, Vice President
- Dr. H. Dan Adams
- Marty Amsler
- Dewey Colter
- Roger Lehman
- Lynn Lowe
- Earl Milligan
- John Montrastelle
- Jeffrey Mueller
- Joy Payne
- Mike Rudolph
- Bruce Ungethiem

BOARD OF ZONING APPEALS MEMBERS - 2016

- Bill Pedtke, President
- Gregg Utley, Vice President
- Becky Kasha
- Jonathan Parkhurst
- Joy Payne
- Carl Shepard
- Mike Zehner