



Petition Number: 1503-SPP-03 & 1503-ODP-06

Subject Site Address: West side of Shady Nook Rd. approximately 1,800ft north of SR 32.

Petitioner: Langston Development Co., Inc.

Representative: Gordan Kritz, Stoepelwerth & Associates, Inc.

Request: Petitioner requests Development Plan and Primary Plat review for 125 single-family residential lots on approximately 53.338 acres+/- in the Sheffield Park PUD District

Current Zoning: Sheffield Park PUD (Ordinance 14-51)
Underlying Zoning is SF-4

Current Land Use: Agricultural

Approximate Acreage: 53.338 acres +/-

Property History: Sheffield Park PUD Ordinance 14-51

Exhibits:

1. Staff Report
2. Location Map
3. Primary Plat
4. Overall Development Plan
5. Landscape Plan

Staff Reviewer: Pam Howard, Associate Planner

History and Procedural

Requests for Overall Development Plan Review and Primary Plat review are required to be considered at a public hearing. The public hearing for this petition is scheduled for the March 2, 2015 Advisory Plan Commission (the "APC") meeting. Public notice was given in compliance with all APC Rules of Procedure.

WESTFIELD UNIFIED DEVELOPMENT ORDINANCE

The following underlying zoning standards of the UDO, as amended, apply to the Harmony PUD District.
Zoning Districts (Chapter 4)



SF-4 District (Article 4.7)

- **Staff Comment – See Development Plan Review section below.**

Overlay Districts (Chapter 5)

Floodplain Overlay District (Article 5.5)

- **Staff Comment - This project does not fall within a Floodplain.**

Wellhead Protection District Overlay (Article 5.7)

- **Staff Comment - This project does not fall within a Wellhead Protection Zone.**

Development Standards (Chapter 6)

Accessory Use and Building Standards (Article 6.1)

- **Staff Comment - Not Applicable to DPR. To be reviewed at building permit stage.**

Architectural Standards (Article 6.3)

- **Staff Comment - Not Applicable to DPR. To be reviewed at building permit stage.**

Building Standards (Article 6.4)

- **Staff Comment - Not Applicable to DPR. To be reviewed at building permit stage.**

Height Standards (Article 6.6)

- **Staff Comment - Not Applicable to DPR. To be reviewed at building permit stage.**

Landscaping Standards (Article 6.8)

1. Placement: Installed plantings shall comply with the following:

- a. Clearance with Structures: Trees shall be planted so that when they reach maturity, there will be a minimum of five (5) feet of clearance between tree trunks and structures, building overhangs, walls, fences, and other trees.

- **Staff Comment - COMPLIANT**

- b. Vision Clearance: Plantings and mounds shall also comply with Article 6.19 Vision Clearance Standards.

- **Staff Comment -See section 6.19 below**

- c. Right-of-way: With the exception of Street Trees, as required herein, or trees as may otherwise be approved by the Plan Commission or Public Works Department, landscape material shall not be planted or placed in Rights-of-way or easements without permission from the City or the easement holder.

- **Staff Comment - COMPLIANT**

- d. Minimum Distance from Sidewalk and Curb: Trees shall be planted a minimum distance of four (4) feet from the edge of a Street curb or pedestrian pathway or sidewalk.
 - **Staff Comment –Working with petitioner to obtain completed landscape plan and ensure compliance.**
 - e. Minimum Distance from Stormwater Structures: Trees shall be planted a minimum distance of ten (10) feet from any storm sewer or subsurface drain, unless otherwise permitted in accordance with the City’s Construction Standards or approved in writing by the Public Works Department.
 - **Staff Comment - Petitioner working with WPWD to ensure compliance.**
 - f. Easements: Required landscaping should be located in landscape easements or designated common areas that are exclusive of utility or drainage easements that would otherwise prohibit the required landscaping.
 - **Staff Comment –Working with petitioner to ensure compliance.**
 - g. Arrangement: A natural or irregular row and spacing of plantings is preferred. Trees and shrubs should be grouped or clustered where possible to simulate natural tree stands.
 - **Staff Comment - COMPLIANT**
2. Detention and Retention Areas:
- a. Natural Appearance:
 - Detention and Retention Areas shall be landscaped in a manner that replicates the natural form of ponds and shall include shade trees, ornamental trees, evergreens, shrubs, hedges, and/or other plantings (see also Minimum Lot Landscaping Requirements and Article 8.6 Open Space and Amenity Standards).
 - Wetlands/aquatic vegetation planted around the wet perimeter of such areas should be utilized to further this design objective; however, if such plantings are utilized for water quality control, then landscape plans shall be prepared and stamped by a licensed landscape architect.
 - Detention and Retention Areas shall be designed to be natural in appearance, with meandering edges.
 - **Staff Comment –Working with petitioner to obtain completed landscape plan and ensure compliance.**
 - b. Location: Detention and Retention Areas should be located to enhance view sheds and incorporated as amenities to the development (see also Article 8.6 Open Space and Amenity Standards).
 - **Staff Comment - COMPLIANT**



- c. Side Slopes: Side slopes above the water line for Retention Areas and water features shall not exceed 4:1. Side slopes above the water line for Detention Areas shall not exceed 4:1 and shall be graded to harmonize with the overall Open Space design of the site.
 - **Staff Comment - Petitioner working with WPWD to ensure compliance.**
3. Street Trees: Street Trees shall be required in accordance with the following, and the placement standards set forth herein:
 - a. Requirement: Street Trees shall be required with all new or re-developed Local Streets (public or private) within Residential Districts. Street Trees shall only be required on one side of a Residential Frontage Road.
 - **Staff Comment –Working with petitioner to obtain completed landscape plan and ensure compliance.**
 - b. Location: Street Trees located within the Right-of-way shall be installed in accordance with the City’s Construction Standards (see also Article 7.3 Principles and Standards of Design). If the Street Tree is not planted within the Right-of-way, then the Street Trees shall be planted on the adjacent Lot or Common Area within ten (10) feet of the Right-of-way; however, the Street Tree shall not be credited towards that Lot or Common Area’s Minimum Lot Landscaping Requirements.
 - **Staff Comment –Working with petitioner to obtain completed landscape plan and ensure compliance.**
 - c. Spacing: Street Trees shall be required an average of every fifty (50) feet; however, the Street Trees may be spaced at a maximum spacing of sixty (60) feet but at a minimum spacing of twenty (20) feet.
 - **Staff Comment –Working with petitioner to obtain completed landscape plan and ensure compliance.**
4. Minimum Lot Landscaping Requirements
 - a. Single Family Residential (per Lot under 8,000 SF)
 - Shade Trees – 2
 - Ornamental or Evergreen Trees – 1
 - Shrubs – 4
 - **Staff Comment – Not applicable**
 - b. Single-Family Residential (per Lot over 8,000 SF)
 - Shade Trees – 4
 - Ornamental or Evergreen Trees – 2
 - Shrubs – 4



- **Staff Comment –Working with petitioner to obtain completed landscape plan and ensure compliance.**
- c. Open Space/Common Area (per acre)
 - Shade Trees, Ornamental, or Evergreen Trees – 10
 - Shrubs – 0
 - **Staff Comment –Working with petitioner to obtain completed landscape plan and ensure compliance.**
- 5. Foundation Plantings
 - **Not Applicable to DPR. To be reviewed at building permit stage.**
- 6. External Street Frontage Landscaping Requirements: The landscaping in this section shall be required where any portion of a development abuts an External Street.
 - a. Residential Uses: A landscaping area with a minimum depth of thirty (30) feet shall be required abutting an External Street along any residential development. The landscaping area shall include a minimum of four (4) evergreen trees, three (3) shade trees, three (3) ornamental trees and twenty-five (25) shrubs per one hundred (100) lineal feet. In addition, a minimum three-foot (3') tall undulating mound shall be required along the entire External Street frontage. Meandering mounds are encouraged.
 - **Staff Comment – Compliant**
 - b. Non-residential Uses: A landscaping area with a minimum depth of ten (10) feet shall be required abutting an External Street along any non-residential development. The landscaping area shall include a minimum of three (3) shade or evergreen trees, two (2) ornamental trees and twenty-five (25) shrubs per one hundred (100) lineal feet. This requirement may be credited toward required Parking Area Landscaping requirements if the required Parking Area Landscaping is located within twenty (20) feet of the Right-of-way. In addition for Industrial Districts, a minimum three-foot (3') tall undulating mound shall be required along the entire External Street frontage.
 - **Staff Comment - Not Applicable.**
 - c. Easements: Trees required to be planted along External Streets should be located outside drainage and utility easements that would otherwise prohibit the required landscaping and shall be located in a manner that mitigates interference with infrastructure located within such easements. Trees may be clustered or grouped in order to attain creative site design and/or to accommodate utility infrastructure.
 - **Staff Comment –Petitioner working with WPWD to ensure compliance.**
- 7. Buffer Yard Requirements Required Buffer Yard between SF4 (Sheffield Park) and SF2 (Lakes of Westfield):



- a. Width: 30ft
 - b. Shade Trees: 3 per 100 linear feet
 - c. Evergreen Trees: 3 per 100 linear feet
 - d. Shrubs: 10 per 100 linear feet
 - **Staff Comment –Working with petitioner to ensure that all plantings are either within buffer yard or lot easement. Planting numbers are compliant.**
8. Parking Area Landscaping
- **Staff Comment – Not Applicable.**

Lighting Standards (Article 6.9)

- **Staff Comment – COMPLIANT**
1. All Light Fixtures, with the exception of internally-illuminated signs or Electronic Signage, shall be Fully Shielded and direct light downward toward the earth’s surface.
 2. All lighting sources shall be directed away from reflective surfaces to minimize glare upon adjacent Lots and Rights-of-way.
 3. All lighting sources, with the exception of internally-illuminated signage or Electronic Signage, shall be positioned in such a manner as to direct light away from adjacent Lots and Rights-of-way.
 4. Light pole height shall not exceed twenty-five (25) feet. All Light Fixtures in Parking Areas shall be designed and located to confine emitted light to the Parking Area.
 5. All Light Fixtures shall meet City Building Code requirements for their appropriate construction class.

Lot Standards (Article 6.10)

1. All Lots shall abut on a Street or Private Street and shall have a minimum Lot Frontage as set forth by the Zoning District or Overlay District.
 - **Staff Comment - COMPLIANT**
2. Residential Corner Lots shall be of sufficient width to permit appropriate Building Setback Lines and driveway setbacks from both Streets.
 - **Staff Comment - COMPLIANT**

Outdoor Storage and Display (Article 6.21)

1. Residential Districts (regarding Recreational Vehicles)
 - **Staff Comment - Will be monitored by Code Enforcement for compliance.**
2. Business Districts
 - **Staff Comment - Not Applicable.**
3. Industrial Districts



- **Staff Comment - Not Applicable.**

Outdoor Café and Eating Areas (Article 6.13)

- **Staff Comment - Not Applicable**

Parking Standards (Article 6.14)

- **Staff Comment - Not Applicable to DPR. To be reviewed at building permit stage.**

Setback Standards (Article 6.16)

- **Staff Comment - Not Applicable to DPR. To be reviewed at building permit stage.**

Sign Standards (Article 6.17)

- **Staff Comment - The Sign Standards will be reviewed during a subsequent Sign Permit Application review. Any signs and/or sign locations depicted on an Overall Development Plan or Primary Plat shall not be deemed "Approved" by approval of the Overall Development Plan or Primary Plat.**

Vision Clearance Standards (Article 6.19)

1. No Sign, fence, wall, landscaping, Public Utility Installation or other Improvement which obstructs sight lines between three (3) and nine (9) feet above a Street shall be permitted on a Corner Lot, unless otherwise approved in writing by the Public Works Department, within the triangular area formed by the Right-of-way line and a line connecting points: Forty (40) feet from intersections of Collectors, Private or Local Street; Seventy-five (75) feet from intersections of Expressways or Arterials; Ten (10) feet from intersections of Driveways or Alleys.
- **Staff Comment –Working with petitioner to obtain completed landscape plan and ensure compliance.**

Yard Standards (Article 6.21)

- **Staff Comment - Not Applicable to DPR. To be reviewed at building permit stage.**

Subdivision Regulations (Chapter 7)

Construction Standards (Article 7.3)

- **Staff Comment - Petitioner working with WPWD to ensure compliance.**

Design Standards (Chapter 8)

Block Standards (Article 8.1)



1. The maximum length of a block in a single-family residential Subdivision shall not exceed one thousand two hundred and fifty (1,250) feet; except where an Internal Street or Frontage Road parallels an Expressway or Arterial.
 - **Staff Comment – COMPLIANT**

Easement Standards (Article 8.3)

1. **Drainage and Utility Easements:** All development submitted for approval under the provisions of this Ordinance shall allocate areas of suitable size and location, wherever necessary, for drainage and/or utility easements. All easements and corresponding utility location plans shall be complete and approved prior to the final approval of any plan. One-half (0.5) of the width of easements located along Lot Lines shall be taken from each Lot, unless otherwise approved by the Public Works Department or the appropriate utility provider. Before determining the location of easements the plan shall be discussed with the local public utility companies to assure proper placement and installation of such services.
 - **Staff Comment - Petitioner working with WPWD and utility companies to ensure compliance.**
2. **Surface Drainage:** If any stream or necessary surface drainage course is located in the area to be developed, then an easement shall be established along all sides according to the County Surveyor or Indiana law if a legal drain or twenty (20) feet per side (measured from top of bank) if not a legal drain. The easement shall be allocated for the purpose of widening, deepening, sloping, improving or protecting said stream or surface drainage course.
 - **Staff Comment - Petitioner working with WPWD and HCSO to ensure compliance.**
3. **Other Easements:** Where an easement is required by this Ordinance but the standards for the easement type are not specified, or an easement is required per a commitment or condition of approval, then the Property Owner (“grantor”) shall execute the easement instrument in favor of the appropriate party or entity (“grantee”).
 - **Staff Comment - Acknowledged.**
4. **Private Street Easement:** When required by this Ordinance, the Property Owner (“grantor”) shall execute a Private Street easement instrument in favor of the owner of the Lot (“grantee”) to which the private street provides access.
 - **Staff Comment –Not applicable**

Monument and Marker Standards (Article 8.5)

- **Staff Comment - The Monument and Marker Standards will be reviewed at the subsequent Secondary Plat Review process for each section.**

Open Space and Amenity Standards (Article 8.6)

1. **Plantings:** Open Space shall be supplemented with tree plantings in accordance with the Minimum Lot Landscaping requirements of Article 6.8 Landscaping Standards.
 - **Staff Comment - See Open Space landscaping requirements above.**
2. **Access:** A public way, crosswalk or easement not less than fifteen (15) feet in width shall be provided for access to required Open Space.
 - **Staff Comment - COMPLIANT**
3. **Connectivity:** Open Space, where applicable, shall be placed adjacent to or connected to existing or proposed Open Space located within the development and/or on adjoining properties. Open Space should be located within reasonable walking distance to those uses it serves, with the exception of preservation of existing features.
 - **Staff Comment - COMPLIANT**
4. **Open Space Ownership:** The ownership of Open Space, Common Areas, Development Amenities, how it will be protected from future development, and responsibility for future maintenance (e.g., homeowners' association) shall be documented and recorded.
 - **Staff Comment - Acknowledged. Please include in covenants document.**
5. Required Open Space and Development Amenity improvements (e.g., fencing, walls, mounds, paths, playgrounds, amenities) shall be improved in accordance with an approved Development Plan and shall require a Certificate of Compliance
 - **Staff Comment – Areas identified, will be reviewed for compliance at the time of Improvement Location Permit review.**
6. **Approval:** Open Space and Development Amenity areas shall be identified on the development's Overall Development Plan, in accordance with Article 10.7 Development Plan Review. Open Space and Development Amenity improvements shall require approval a Detailed Development Plan, which shall be reviewed and approved by the Department as part of an Improvement Location Permit (see also Article 10.8 Improvement Location Permit) or a Certificate of Compliance (see also Article 10.4 Certificate of Compliance), if an Improvement Location Permit is not otherwise required for the proposed improvements.
 - **Staff Comment –Not applicable to this submittal. Amenities which require an ILP will be reviewed during a subsequent Detailed Development Plan Review(s).**
7. **Timing of Installation:** Open Space and Development Amenity improvements shall be installed prior to the issuance of a subsequent Building Permit for more than fifty percent (50%) of the Lots within the Secondary Plat section in which the Common Area, Open Space or Development Amenity is located, or within twelve (12) months from when the first Building Permit in the Secondary Plat section was issued, whichever occurs first.
 - **Staff Comment - Acknowledged.**

8. A maximum of fifty percent (50%) of required Open Space may come from: wetlands, third party regulated utility easements, legal drains and equivalent land, as determined by the Plan Commission or Director.
 - **Staff Comment – Not applicable**
9. Detention and Retention Areas may only qualify as Open Space if they comply with Article 6.8 Landscaping Standards and if such areas are located and designed for the use and benefit of the public as an amenity to the development.
 - **Staff Comment –Working with petitioner to obtain completed landscape plan and ensure compliance.**
10. Required Buffer Yards, External Street Frontage landscaping areas, and tree preservation areas, as set forth in Article 6.8 Landscaping Standards, may qualify towards required Open Space if placed within common areas or recorded preservation or conservation easements.
 - **Staff Comment - Acknowledged.**

Pedestrian Network Standards (Article 8.7)

1. All concrete sidewalk, asphalt path, and crosswalk improvements shall be constructed per the City's Construction Standards (see Article 7.3 Principles and Standards of Design) and comply with requirements of the Americans with Disabilities Act (ADA), as amended.
 - **Staff Comment - Petitioner working with WPWD to ensure compliance.**
2. Curb ramps for handicapped accessibility shall be provided at all intersections of Streets, Alleys, and drives (not including individual residential Driveways) and comply with ADA requirements. Curb ramps shall not be permitted in Driveways.
 - **Staff Comment - Petitioner working with WPWD to ensure compliance.**
3. When a sidewalk, pedestrian path, jogging path, and/or bicycle way crosses a Street intersection with an Arterial within or adjacent to a development, then safety devices (i.e. painted crosswalks, signs, or other traffic control devices) shall be installed at the Developer's expense as deemed appropriate by the Public Works Department. The Director or Plan Commission may require crosswalks to be marked at other intersections or pedestrian-crossing points as may be deemed appropriate. All traffic control devices shall comply with guidelines and requirements of the current edition of the Indiana Manual on Uniform Traffic Control Devices.
Staff Comment - Petitioner working with WPWD to ensure compliance.
4. Internal Pedestrian Network Standards: The minimum sidewalk width shall be as indicated in the Thoroughfare Plan or five (5) feet (six (6) feet if immediately abutting the curb), whichever is greater.
Staff Comment - Petitioner working with WPWD to ensure compliance.
5. Sidewalks shall be required on both sides of internal Streets and internal Private Streets in all developments.

Staff Comment - COMPLIANT

6. When a proposed development lies between or adjacent to existing developments which have been provided with sidewalks, connecting sidewalks or pathways (which are extensions of the existing sidewalks) shall be constructed.

Staff Comment – COMPLIANT, connection shown along Hawks Crest Way.

7. Connector sidewalks shall be provided from the sidewalk or path adjacent to the Street to the front entrance of all non-residential structures. Where the sidewalk intersects driving lanes or parking aisles within the Parking Area, then crosswalks and ramps shall be installed in accordance with ADA requirements and such areas shall be delineated (e.g., pavers, stamped, bricked), as determined by the Plan Commission or Director, to reinforce pedestrian safety.
 - **Staff Comment - Petitioner working with WPWD to ensure compliance.**
8. **Perimeter/External Pedestrian Network Standards:** All developments shall participate in the establishment or improvement to the pedestrian network along Streets adjacent to its perimeter in accordance with the following: Where a proposed Development Plan or Subdivision abuts an existing Right-of-way, then pedestrian paths, jogging paths, and bicycle paths shall be provided along the perimeter Street(s) or Private Street(s) in accordance with the Thoroughfare Plan. The type of pedestrian facility required shall be as set forth in the Thoroughfare Plan.
 - **Staff Comment - COMPLIANT**
9. Generally, all required pedestrian facility improvements shall be located within the Right-of-way. Required improvements located outside of the Right-of-way shall be located within an easement approved by the Director or Public Works Department.
 - **Staff Comment - Petitioner working with WPWD to ensure compliance.**
10. The Plan Commission or Director may require Developers, at their expense, to construct off-site pedestrian facilities adjacent to the proposed development to respond to the proposed development's impact and infrastructure demands (see also Article 8.9 Street and Right-of-Way Standards as it may apply).
 - **Staff Comment - Petitioner working with WPWD to ensure compliance.**

Storm Water Standards (Article 8.8)

1. All proposed development shall provide for the collection and management of all storm and surface water drainage in accordance with the City's Construction Standards (see Article 7.3 Principles and Standards of Design).
 - **Staff Comment - Petitioner working with WPWD to ensure compliance.**

Streets and Right-of-Way Standards (Article 8.9)

1. **Dedication of Right-of-way:** – **Petitioner working with WPWD to ensure compliance.**
2. **Private Streets:** – **Petitioner working with WPWD to ensure compliance.**

3. Design Principles: -- **COMPLIANT**

- General Street Layout: Street and Alley layout shall provide access to all Lots and parcels of land within a development, and where Streets cross other Streets, jogs shall not be created. Streets shall be laid out on the parent tract:
 - i. In a manner that creates conditions favorable to health, safety, convenience, and the harmonious development of the community.
 - ii. In an orderly and logical manner.
 - iii. With concern for connectivity to adjacent parcels.
 - iv. With concern for pedestrian and vehicular safety.
 - v. To provide reasonably direct access to the primary circulation system.
 - Regard to Contour and Natural Features: Streets shall be adjusted to the contour of the land so as to produce useable Lots and streets of reasonable gradient. Consideration shall be given to all natural features, such as existing stands of trees, streams and creeks, historic locations, or similar conditions which, if preserved, will add attractiveness and value to the community.
 - Connectivity: Streets shall align and connect with existing or planned streets and provide for connections with adjacent property. Proposed streets, where appropriate, shall be extended to the boundary line of the tract to be developed so as to provide for normal circulation of traffic within the vicinity. Regard shall be given to the Thoroughfare Plan and Comprehensive Plan. Cul-de-sacs are discouraged and shall only be permitted where such street continuation is prevented due to topography or other physical condition, or unless such extension is found by the Plan Commission to be unnecessary for the coordination of development within the development or between the development and adjoining property.
4. Improvement Standards: – **Petitioner working with WPWD to ensure compliance.**
5. Delay of Surface Layer: A Developer may request permission from the Plan Commission to delay the installation of the surface layer of asphalt until the binder layer of asphalt has had sufficient time to prove its durability under the stress of heavy construction traffic, but this delay shall not exceed one (1) year. The Developer shall be required to submit a separate performance bond to cover the cost of the installation of the surface layer of asphalt. – **Petitioner working with WPWD to ensure compliance.**
6. Fire Hydrants: The Developer shall provide the development with fire hydrants. The types of hydrants and location of hydrants shall be determined by the Fire Department. – **Petitioner working with WFD to ensure compliance.**
7. Acceptance of Improvements: Before any financial surety (see also Article 8.12 Surety Standards) covering a Street installation is released, the Plan Commission, Council, or Director may request that core borings (asphalt or concrete) of the Street be provided to the Public



Works Department or the County Highway Department, or their designated representative(s), at the Developer's expense, for thickness determination. – **Petitioner working with WPWD to ensure compliance.**

- If requested core borings are for the acceptance of asphalt Streets, then the Developer shall employ and pay for the services of an independent testing laboratory to take cores at selected locations and perform Marshall Stability, flow and density test, and percent of compaction determination on completed asphalt work.
- If requested core borings are for the acceptance of concrete Streets, then the Developer shall provide satisfactory test results from an independent testing laboratory.

Street Light Standards (Article 8.10) – **Petitioner working with WPWD to ensure compliance.**

Street Sign Standards (Article 8.11) – **Petitioner working with WPWD to ensure compliance.**

Surety Standards (Article 8.12) – **Petitioner working with WPWD to ensure compliance.**

Utility Standards (Article 8.13) – **Petitioner working with WPWD and utility companies to ensure compliance.**

Processes and Permits (Chapter 10)

Development Plan Review (Article 10.7)

1. Overall Development Plan: The purpose of the Overall Development Plan is to preliminarily divide property into Lots, Blocks or Common Area and to ensure compliance with the standards of this Ordinance with regard to Lots (e.g., size, access, general building envelopes), common areas (e.g., perimeter landscaping, shared signage) and shared infrastructure (e.g., drives, streets, cross-access, utilities, drainage). An Overall Development Plan does not include the review of the site layout or building design of individual building Lots; rather, it is intended to generally review Lots, common areas, public spaces and shared infrastructure so that adequate consideration is given to ensure a coordinated development prior to subdividing the property.
 - **Staff Comment - Acknowledged.**

Primary Plat Review (Article 10.12, I)

1. Primary Plat Documentation and Supporting Information: A Primary Plat application shall include the following information:
 - a. Location Map: (which may be prepared by indicating the data by notations on available maps) showing: (i) Subdivision name and location; (ii) Any street related to the

subdivision; (iii) Title, scale, north point and date; (iv) Adjacent property land uses and Property Owners' names.

- **Staff Comment – Working with petitioner to obtain map containing names of adjacent property owners or subdivision names.**

b. Scale: A Primary Plat shall be drawn to a scale of fifty (50) feet to one (1) inch, or one hundred (100) feet to one (1) inch; provided, however, that if the resulting drawing would be over thirty-six (36) inches in shortest dimension, then a scale as determined by the Director may be used.

- **Staff Comment - COMPLIANT**

c. Primary Plat: The following basic information shall be shown on the Primary Plat (unless otherwise provided on an accompanying Overall Development Plan (see also Article 10.7 Development Plan Review)), which shall be prepared by a land surveyor or planner:

- Proposed name of the subdivision.
 - **Staff Comment - COMPLIANT**
- Names and addresses of the owner, owners, land surveyor or land planner.
 - **Staff Comment - COMPLIANT**
- Title, scale, north point and date.
 - **Staff Comment - COMPLIANT**
- Streets on and adjoining the site of the proposed subdivision, showing the names (which shall not duplicate other names of streets in the community, unless extensions of such streets) and including roadway widths, approximate gradients, types and widths of pavement, curbs, sidewalks, cross-walks, tree plantings and other pertinent data.
 - **Staff Comment –Working with petitioner to obtain completed landscape plan and ensure compliance.**
- Easements (locations, widths and purposes).
 - **Staff Comment – Petitioner working with WPWD, HCSO, and utility companies to ensure compliance.**
- Statement concerning the location and approximate size or capacity of utilities to be installed.
 - **Staff Comment – Petitioner working with WPWD and utility companies to ensure compliance.**
- Layout of Lots (showing dimensions, numbers and square footage);
 - **Staff Comment - COMPLIANT**
- Parcels of land proposed to be dedicated or reserved for schools, parks, playgrounds or other public, semi-public or community purposes.
 - **Staff Comment - COMPLIANT**

- Contours at vertical intervals of two (2) feet if the general slope of the site is less than ten percent (10%) and at vertical intervals of five (5) feet if the general slope is greater than ten percent (10%).
 - **Staff Comment - COMPLIANT**
- Tract boundary lines showing dimensions, bearings, angles, and references to section, township and range lines or corners.
 - **Staff Comment - COMPLIANT**
- Building setback lines.
 - **Staff Comment – COMPLIANT**
- Legend and notes.
 - **Staff Comment - COMPLIANT**
- Drawing indicating the proposed method of drainage for storm sewers and other surface water drainage.
 - **Staff Comment – Petitioner working with WPWD and HCSO to ensure compliance.**
- Other features or conditions which would affect the subdivision favorable or adversely.
 - **Staff Comment - COMPLIANT**
- A National Cooperative Soil Survey Map showing the soil limitations based upon the intended usage of the development land.
 - **Staff Comment - COMPLIANT**
- A statement from County departments, State highway departments, or the Public Works Department concerning rights-of-way, road improvements, roadside improvements, roadside drainage, entrances, culvert pipes, and other specifications deemed necessary.
 - **Staff Comment – Petitioner working with WPWD to ensure compliance.**
- If private sewage systems, then a statement from the County Health Officer whether private septic system can be used on the property.
 - **Staff Comment - Not applicable.**
- If legal drain is involved, then a statement from the County Drainage Board or County Surveyor’s Office concerning easements, right-of-way, permits, etc.
 - **Staff Comment – Petitioner working with HCSO to ensure compliance.**
- If floodplain is involved, then a statement from the Indiana Department of Natural Resources, Division of Water, concerning construction in floodway, including floodplain high water marks, etc.
 - **Staff Comment – Petitioner working with IDNR to ensure compliance.**



- d. Covenants and Restrictions: The Plan Commission or Director may request a description of the proposed or recorded protective covenants or private restrictions if they are to be cross-referenced or incorporated on the plat of the subdivision or if they otherwise establish or grant rights related to the plat (e.g., easements). Covenants and restrictions may not independently lessen any requirement of this Ordinance or revise, alter, or change in any way any aspect of an approved plat without approval of the Director of Plan Commission.
- **Staff Comment – Working with petitioner to obtain a copy of the covenants and restrictions.**

DEVELOPMENT PLAN REVIEW

Sheffield Park PUD (Ordinance 14-51)

Section 6: General Regulations

The standards of *Chapter 4: Zoning Districts*, as applicable to the Underlying Zoning District, shall apply to the development of the District, except as otherwise modified below.

- 6.1 Minimum Building Setback Line for a Side Yard: 5ft
- **Staff Comment—COMPLIANT**
- 6.2 Minimum Lot Width: 65ft
- **Staff Comment—COMPLIANT**
- 6.3 Minimum Building Height: 2 ½ stories
- **Staff Comment—Not applicable at DPR, will be review with building permit**
- 6.4 Minimum Living Area: (Single Story: 1,500sf; Two Story: 1,700sf)
- **Staff Comment—Not applicable at DPR, will be review with building permit**

UDO Chapter 4.7—SF4: Single-Family High Density District

- A. Minimum Lot Size: 9,000sf
- **Staff Comment—COMPLIANT**
- B. Minimum Lot Frontage: 40ft
- **Staff Comment—Working with petitioner to bring Lot 85 into compliance.**
- C. Minimum Building Lines
1. Front Yard: 25ft
 - **Staff Comment—COMPLIANT**
2. Rear Yard: 25ft
 - **Staff Comment—COMPLIANT**



Section 7: Development Standards

7.1 Architectural Standards

- **Staff Comment—Not applicable at DPR, will be reviewed with building permit**

7.2 Landscaping Standards

- *Article 6.8(N) Buffer Yard Requirements* shall only apply in the areas labelled “Buffer Yard” on the Concept Plan. Additionally, the existing vegetation, labeled as “Preserved Natural Buffer Yard” on the Concept Plan, shall be preserved pursuant to Article 6.8(E) and satisfy the required Buffer Yard planting materials in these areas. A tree preservation easement shall be established within the Preserved Natural Buffer Yard. Within this tree preservation easement, no trees with a diameter at breast height (“DBH”) in excess of four inches (4”) or more (the “Protected Trees”) shall be removed unless the tree is damaged, diseased, dead, or is to be removed in order to: (1) comply with safety requirements of any governmental agency; or (2) to accommodate the installation of drainage, utilities, street connections or other infrastructure. If a Protected Tree is damaged or otherwise removed by the developer or builder, except as permitted to be removed as listed above, then the developer or builder shall reestablish the Protected Tree with a tree or trees of combined equal or greater DBH subject to the availability of space for their healthy growth in the tree preservation area.
 - **Staff Comment—Working with petitioner to add tree preservation easement to landscape plan.**
- Lots marked with an asterisk (*) on the Concept Plan shall provide at least one of the following:
 - i. Three (3) shade trees and three (3) evergreen trees per lot within 30’ of the Rear Lot Line. The trees shall be located either on the Real Estate or on the property directly south of the Real Estate. If the trees are located on the property directly south of the Real Estate, then a recorded landscape easement shall be established, and the trees shall be plated within the easement; or
 - ii. Rear Building Façade Enhancements, as prescribed in *Article 6.3(C)(b)(i)(b)*.
 - **Staff Comment—Not applicable at DPR, will be reviewed with building permit**

Section 8: Infrastructure Standards



The District's infrastructure shall comply with the Unified Development Ordinance and the City's Construction Standards (see *Chapter 7: Subdivision Regulations*), unless otherwise approved by the Plan Commission or Department of Public Works in consideration of the preservation of the natural topography and environment and in consideration to the unique design intent of the District.

- **Staff Comment— Petitioner working with WPWD to ensure compliance.**

Section 9: Design Standards

The standards of *Chapter 8: Design Standards* shall apply to the development of the District, except as otherwise modified below.

9.1 *Article 8.6 Open Space and Amenity Standards* shall apply; however, the Minimum Open Space for the District shall be enhanced to require a minimum of twenty percent (20%). All Open Space shall be common area and deeded to and maintained by a homeowners' association.

- **Staff Comment—COMPLIANT**

Section 10: Amenities

10.1 At least two (2) of the following shall be included within the District:

- A. Clubhouse (minimum of 650Sf);
- B. Swimming pool;
- C. Playground;
- D. Open Space or park (minimum of 5,000sf);
- E. Trail;
- F. Basketball court;
- G. Volleyball court;
- H. Picnic area

- **Staff Comment—Not applicable at DPR, will be reviewed with building permit (per Section 10.3 below)**

10.2 In the event the construction of the District is phased, at least one (1) amenity shall be constructed in each of the first two (2) phases.

- **Staff Comment—Not applicable at DPR, will be reviewed with building permit**

10.3 The Overall Development Plan shall identify the area(s) to be set aside for amenities. The specific details of the amenity areas (Detailed Development Plans) shall be reviewed by the Department for further compliance at the time of the Improvement Location Permit review.

- **Staff Comment—COMPLIANT**



WESTFIELD-WASHINGTON
ADVISORY PLAN COMMISSION

March 2, 2015
1503-SPP-03 & 1503-ODP-06
Exhibit 1

Staff Comments

1. 1503-SPP-03 (Primary Plat) and 1503-ODP-06 (Overall Development Plan) are eligible for a public hearing at the March 2, 2015 meeting of the APC. No action is required of the APC at this time.
2. If any Plan Commission members have questions prior to the meeting, then please contact Pam Howard at 317-531-3751 or phoward@westfield.in.gov.