



South Whitley



Churubusco

2014 Annual Report

Columbia City/Whitley County
Joint Planning & Building
Department



Columbia City



Whitley County

COUNTY-WIDE VITAL STATISTICS

BUILDING

BUILDING PERMITS ISSUED: 741	NEW HOMES CONSTRUCTED: 82
INSPECTIONS COMPLETED: 3,004	NEW COMMERCIAL BUILDINGS: 7
BUILDING DEPARTMENT MILEAGE: 35,135	DEMOLITION PERMITS ISSUED: 17
UNSAFE BUILDING VIOLATIONS: 10	UNSAFE BUILDING ORDERS ISSUED: 1

PLANNING

IMPROVEMENT LOCATION PERMITS ISSUED: 494	MOBILE HOME RENEWALS: 9
POND PERMITS ISSUES: 4	CODE VIOLATION NOTICES: 7
PLAN COMMISSION/BZA APPLICATIONS: 15/47	PUBLIC MEETINGS HELD: 46
DEVELOPMENT PLAN REVIEWS: 6	

TOTAL DEPARTMENT FEES COLLECTED: \$ 84,053.67

DEPARTMENT EMPLOYEES

Executive Director.....David M. Sewell, AICP
 Chief Building Inspector.....Craig W. Wagner, CBI
 Office AdministratorAmanda Morford
 Assistant Planner.....Cathy Gardner
 Secretary (part-time).....Aleta Koch
 Building Inspector (part-time).....Daniel Bishop
 Building Inspector (part-time).....Allen McCoy

220 W. Van Buren Street
 Suite 204
 Columbia City, IN 46725
 phone: (260) 248-3112
 fax: (260) 248-3157
 e-mail: wcplanning@whitleygov.com

What we do

In 1987, the Joint Planning and Building Department was created, combining the offices of the Columbia City and Whitley County Plan Commissions.

Current responsibilities of the office, which has planning/zoning/building jurisdiction over the City of Columbia City, unincorporated County, and the Towns of Churubusco, Larwill, and South Whitley, are:

- * review all rezoning, special exception, variance, and subdivision applications that are filed - prepare staff reports, attend board and commission meetings to provide advice and recommendations
- * prepare amendments to codes and ordinances to maintain compliance with state law, to expedite review of development proposals, and to improve the quality of life in the county
- * review and issue building permits, schedule and complete inspections, prepare violation notices, complete reinspections
- * conduct unsafe building inspections and enforce through courts
- * review development plan applications for all new commercial and industrial projects
- * assist Whitley County Economic Development on economic development activities
- * administer flood plain program for County
- * assist citizens, developers, attorneys, realtors on planning/zoning/building/development questions

2014 COMMISSION/BOARD MEMBERS

Churubusco Plan Commission

Brenda Saggars, Chairman

Churubusco BZA

Vince McEntee, Chairman

Jeremy Hart, Vice Chairman
Jason Bartl (Replaced Vince McEntee)
Ken Bultemeier
Paula Grawcock (Replaced Donna Tom)
Wayne Krider (Replaced Jack Burks)
Alan Malcolm
Bob Martin
Vince McEntee (Replaced by Jason Bartl)
Pat Stanford

Columbia City Plan Commission

Doug Graft, Chairman
Jeff Walker, Vice-Chairman
Jon Kissinger
Don Langeloh
Dennis Warnick
Dan Weigold
Larry Weiss
Jacie Worrick
Patrick Zickgraf (Replaced Scott Allison)

South Whitley Plan Commission

Karen Jordan, Chairman
Joe Kessie, Vice-Chairman
Wendy Bills
Bill Boggs
Tom Dome
Anna Simmons
Steve Smith
Tony Starkey
Wayne Swender

Whitley County Plan Commission

Dave Addison
Brad Wolfe, Chairman
Doug Wright, Vice-Chairman
Brandon Forrester, Secretary
John Johnson
Kenny Kerch
Mark Mynhier
Paula Reimers
George Schrupf
John Woodmansee (Replaced Dave Addison)

David Crabill, Vice-Chairman
Jason Bartl (Replaced Debra Rohrer)
Roger Bayford
Ken Bultemeier

Columbia City BZA

Dwayne Knott, Chairman
Jon Kissinger, Vice-Chairman
Marquis Jones
Anthony Romano
Dennis Warnick

South Whitley BZA

Randy Cokl, Chairman
Judy Earnhart, Vice-Chairman
Frank Baldrige
Rod Hardesty (Replaced James Yeager)
Wayne Swender (Replaced Joel Yeager)

Whitley County BZA

Danny Wilkinson, Chairman
Tim Denihan, Vice-Chairman
Will Klein
Mark Mynhier
Doug Wright
Michelle “Mike” Judd (Alternate)

Joint Advisory Board

Mayor Ryan Daniel, Chairman
George Schrupf, Vice-Chairman
Jim Bayman
Brandon Forrester
Don Langeloh
Nicole Penrod
Kim Wheeler

2014 ACCOMPLISHMENTS

Planning –

- ◆ Reviewed Development Plan applications for approval by the Whitley County Plan Commission Development Plan Committee.
- ◆ Reviewed Development Plan applications for approval by the Columbia City Plan Commission Executive Committee.
- ◆ Assistance to the Town of Churubusco in administering Zoning and Subdivision Ordinance enforcement and staff assistance to Churubusco Plan Commission and Board of Zoning Appeals, and utility project reviews. Assisted the Town's consultant with the process and completion of a new comprehensive plan.
- ◆ Assistance to the Town of South Whitley in administering Zoning and Subdivision Ordinance enforcement and staff assistance to South Whitley Plan Commission and Board of Zoning Appeals, and utility project reviews. Assisted the Town's consultant with the process and completion of a comprehensive plan.
- ◆ Participated in on-going meetings with Northeast Indiana communities on improving the permitting process through High Performance Government and the Vision 2020 Initiative. Accomplished website improvements, process-mapping, and a customer service survey.
- ◆ Participated with FEMA and IDNR, and property owners to review preliminary maps updating the flood plain designations in the county. The maps were updated and go into effect in May 2015.
- ◆ Assisted the Whitley County Economic Development Corporation on industrial prospects analysis and community information updates.

Building -

- ◆ Assisted/resolved various unsafe building issues for the County and the towns of Churubusco, Columbia City and South Whitley. The department worked with owners of the old Testworth Laboratories building, Raleigh's Automotive building, and seven (7) residential unsafe structures for the removal of the unsafe structures without the use of public funds for demolition. The department also worked with multiple property owners for resolution of renter and neighbor complaints.
- ◆ Inspection staff received continuing training in the application of the State-wide Building Codes and the new residential energy requirements.
- ◆ The staff developed an in-office computer file system for receiving, tracking and recording of residential energy code compliance information. The system allows the department staff the ability to show that residential projects are in compliance with the new energy requirements of the 2005 Indiana Residential Code. Federal guidelines of the American Recovery and Reinvestment Act require States to show a minimum ninety (90) percent compliance with the new energy rules.
- ◆ Received the new 2014 Indiana Building, Fire, Mechanical and Fuel Gas Codes for use on Class 1 (Commercial) structures. The code books will have all new Indiana amendments inserted for use

in plan review and on-site compliance of structures built under the new codes.

- ◆ Assisted Health Department by inspecting and confirming code compliance of septic dosing tanks and pump alarm wiring.
- ◆ Assisted Highway Department by confirming correct side ditch culvert installation during the final

inspection of new structures.

- ◆ Maintained on-time inspection schedules while working with reduced part-time building inspector availability.
- ◆ Northeastern Indiana Association of Building Officials meetings, which included 22 departments, and Local and State Building and Fire Inspectors. The meetings feature code training sessions, open session code enforcement discussions and presentations by construction industry suppliers and manufacturers. The department hosted Building and Fire Inspectors from Northern and Central Indiana for ICC Code Certification tests in 2014. The department is one of two pencil and paper testing sites in Indiana.
- ◆ Mr. Wagner served as Code Seminar Instructor for the Indiana Association of Building Officials, District 4 Director (Northeast Indiana), Code Committee Member and Bylaws Committee Chairman of the Indiana Association of Building Officials.
- ◆ Served on Whitley County Emergency Planning Committee.

◆ ONGOING PROJECTS

- ◆ Economic Development projects – all jurisdictions
- ◆ Downtown improvement and revitalization – Churubusco and South Whitley
- ◆ Comprehensive Plan review – Columbia City
- ◆ Subdivision Ordinance amendments – Whitley County
- ◆ Utility Improvement projects – all jurisdictions
- ◆ Northeast Indiana Permitting Excellence Coalition meetings

PLAN COMMISSION / BZA APPLICATIONS CHURUBUSCO

Development Plan Review	0
Rezoning	0
Special Exception	0
Subdivision	0

Subdivision Replat	0
Variance	3
Zoning Ordinance Amendment	0

- The Churubusco Board of Zoning Appeals approved Variances of the setback requirements.
- The Churubusco Plan Commission held public hearings on the Comprehensive Plan.

COLUMBIA CITY

Advisory	0
Development Plan Review	2
Rezoning	1
Special Exception	3
Subdivision	0
Subdivision Replat	0
Variance	5
Zoning Ordinance Amendment	1

- The Columbia City Plan Commission reviewed the development plans for the YMCA and Three Rivers Compressed Air Systems, and recommended the rezoning of property for Commonwealth Development Corporation by reclassifying from the I-1, Light Industrial District to the R-3, Multi-Family Residential District. A rezoning petition by Stephen Wells for property from the GB, General Business District to the I-1, Light Industrial District received an unfavorable recommendation by the Commission. Duane H. Janssen & Hannah T., LLC received plat approval for a 6-lot residential subdivision on 2 acres.
- Discussion of an update to the City’s Comprehensive Plan was held by the Plan Commission.
- The Columbia City Board of Zoning Appeals approved Variances of the setback requirements, electronic signage size and density/parking space requirements. Special Exceptions were approved for outdoor storage in conjunction with an automobile sales facility.

COUNTY

Advisory	0
Development Plan	4
Rezoning	2
Special Exception	8
Subdivision	4
Subdivision Replat	2
Variance	27

- The Whitley County Plan Commission granted plat approval of 4 residential subdivisions which totaled 7 lots and contained a total of 24.48 acres, 1 industrial lot consisting of 2.5 acres and a replat of an existing residential lot for the relocation of a drainage easement. Development plan review was given to Spring-Green Lawn Care, Qualitex, Micropulse and Briggs Crop Nutrients.
- The Commission recommended the rezoning of a parcel for Pamela Hoppe & Steven Van Houten reclassifying 23.11 acres from the AG, Agricultural District to the GC, General Commercial District, and Mark & Cynthia Strack and Deathe & McCoy, LLC for a total of 26.26 acres from the AG, Agricultural District to the GC, General Commercial and IPM, Industrial Park/Manufacturing Districts.
- The Whitley County Board of Zoning Appeals approved Special Exceptions, which included an expansion of Shriner Lake Marina, second dwelling units, mobile home for a relative, auto repair service and an Amish cemetery. Home occupations for taxidermy and alternative fuel businesses were approved by the Board. Variances approved were of the setback requirements. After lengthy review and discussion, the Board denied Special Exception requests for a refuse transfer facility and recreational vehicles for personal camping.

SOUTH WHITLEY

Advisory	0
Rezoning	0
Special Exception	0
Subdivision	0
Variance	1
Zoning Ordinance Amendment	1

- The South Whitley Plan Commission held meetings regarding the Comprehensive Plan. Accessory structure height was added to the South Whitley Zoning Ordinance.
- The South Whitley Board of Zoning Appeals approved a Variance of the setback requirements.

CONSTRUCTION ACTIVITY – CHURUBUSCO

	<u>NUMBER OF PERMITS</u>	<u>ESTIMATED VALUE OF CONSTRUCTION</u>
Single Family Dwellings	6	\$ 1,064,000
Multi-Family Dwellings	0	0
Manufactured/Mobile Homes	0	0
Residential Additions	4	102,800
Residential Accessory Buildings	5	75,500
Agricultural Buildings	0	0

Commercial/Industrial	1	180,000
Commercial/Industrial Additions	1	40,000
Institutional	0	0
Institutional Additions	0	0
Miscellaneous	33	276,700
TOTAL	50	\$ 1,739,000

- ◆ Amy Crabill dba Hair Solutions began construction of a new hair salon, Sheets & Childs Funeral Home completed a renovation project and Churubusco Park constructed a new pavilion with restroom facilities.

CONSTRUCTION ACTIVITY - COLUMBIA CITY

	<u>NUMBER OF PERMITS</u>	<u>ESTIMATED VALUE OF CONSTRUCTION</u>
Single Family Dwellings	31	\$ 5,551,900
Two Family/Multi Family	6 Units	795,500
Manufactured/Mobile Homes	5	49,500
Residential Additions	15	356,900
Residential Accessory Buildings	33	311,950
Agricultural Buildings	1	15,000
Commercial/Industrial	2	565,000
Commercial/Industrial Additions	4	2,182,000
Institutional	0	0
Institutional Additions	0	0
Miscellaneous	150	4,163,700
TOTAL	247	\$13,991,450

- ◆ Commercial construction projects and expansions for 2014 included: Real Estate Equities, Holmes & Company, Precision Plastics, Three Rivers Compressed Air, El Dorado, Parkview Hospital, House of Style, Humane Shelter, Minear Real Estate, People Link and DOT American. Star Financial Bank and YMCA completed major renovation projects, while Label Shopper, Ben's Soft Pretzels & Marcos Pizza were new businesses to the City.

CONSTRUCTION ACTIVITY - COUNTY

	<u>NUMBER OF PERMITS</u>	<u>ESTIMATED VALUE OF CONSTRUCTION</u>
Single Family Dwellings	44	\$ 8,461,500
Manufactured/Mobile Homes	6	482,000
Residential Additions	42	1,336,375
Residential Accessory Buildings	132	4,242,450
Agricultural Buildings	9	1,125,900

Commercial/Industrial	3	1,936,500
Commercial/Industrial Additions	4	4,993,000
Institutional	0	0
Institutional Additions	0	0
Ponds	4	43,500
Miscellaneous	170	2,830,500
TOTAL	414	\$25,451,725

- ◆ Expansions in 2014 for the County included: Qualitex, SDI, Impact CNC, NE REMC, Five Star Distributing, 80/20, Viking and Spring-Green Lawn Care, with Briggs Crop Nutrients and Micropulse beginning major construction projects.

CONSTRUCTION ACTIVITY - SOUTH WHITLEY

	<u>NUMBER OF PERMITS</u>	<u>ESTIMATED VALUE OF CONSTRUCTION</u>
Single Family Dwellings	1	\$ 350,000
Two Family/Multi Family Dwellings	0	0
Manufactured/Mobile Homes	2	5,500
Residential Additions	1	33,000
Residential Accessory Buildings	6	60,100
Agricultural Buildings	0	0
Commercial/Industrial	1	30,000
Commercial/Industrial Additions	0	0
Institutional	0	0
Institutional Additions	1	18,000,000
Miscellaneous	22	229,855
TOTAL	34	\$18,708,455

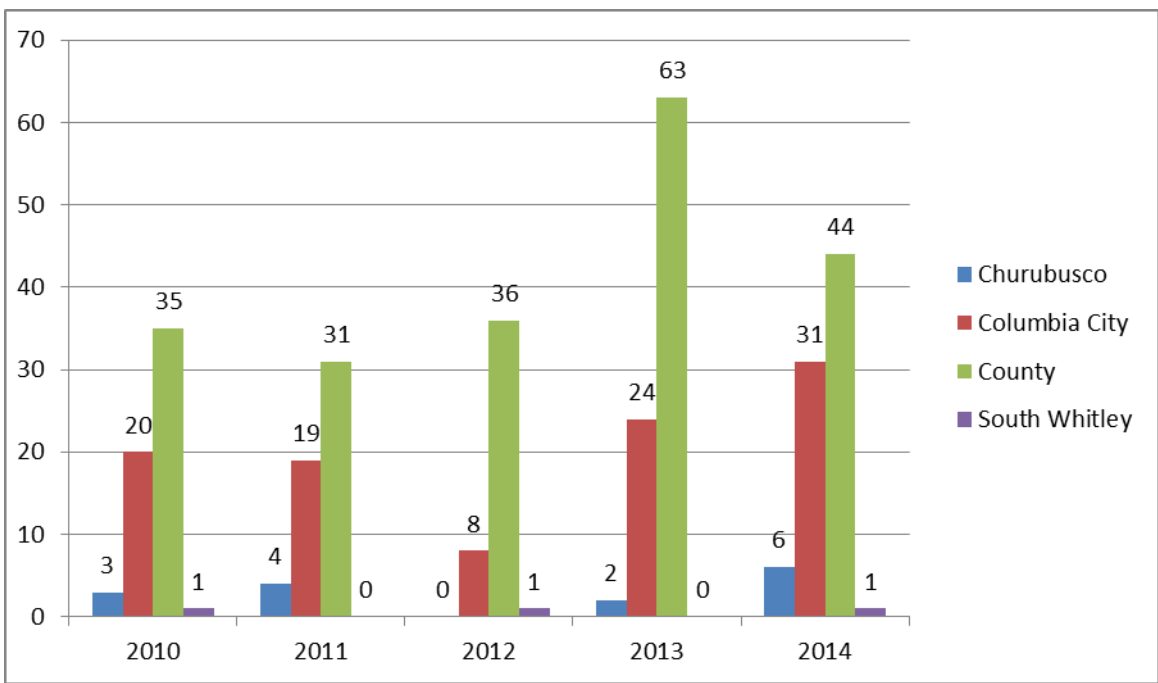
- ◆ Dr. James Hanus opened his practice in a mobile office until renovations could be completed to a permanent facility, and major construction and renovation began on the South Whitley Elementary School.

CONSTRUCTION ACTIVITY - COUNTY-WIDE

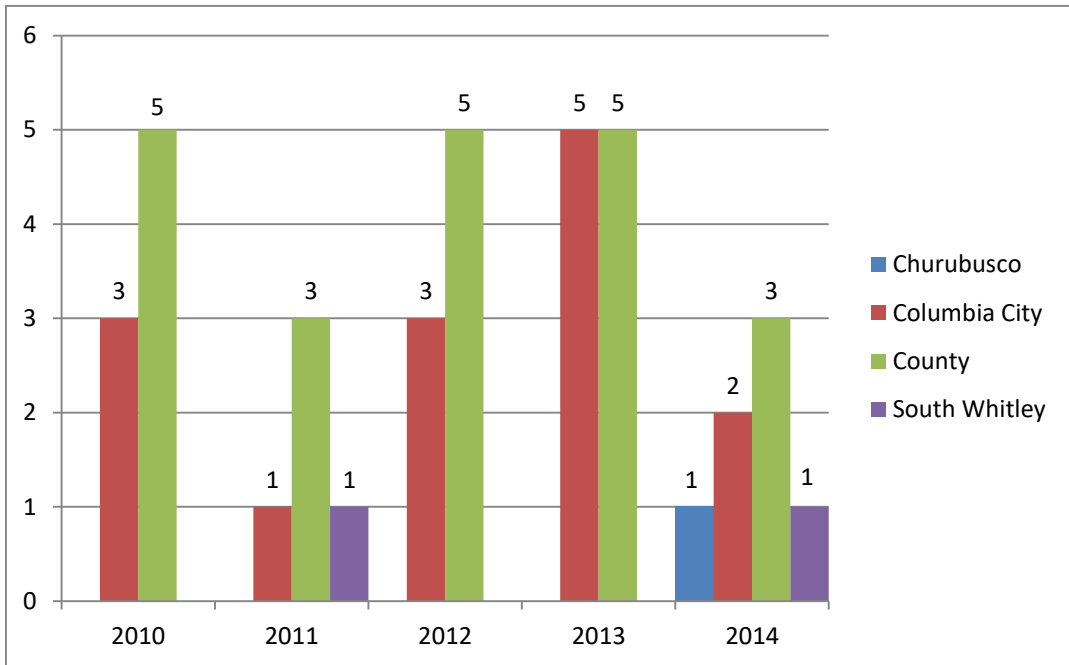
	<u>PERMITS</u>	<u>2013</u>	<u>EST. VALUE OF CONSTRUCTION</u>	<u>PERMITS</u>	<u>2014</u>	<u>EST. VALUE OF CONSTRUCTION</u>
Single Family Dwellings	89		\$ 18,068,500	82		\$15,427,400
Two Family	0		0	6 Units		795,500
Multi-Family	0		0	0		0
Manufactured Homes	9		854,000	3		383,000
Mobile Homes	10		35,300	10		154,000
Residential Additions	56		2,052,650	62		1,829,075

Residential Accessory Buildings	172	4,322,175	176	4,690,000
Agricultural Buildings	10	1,670,500	10	1,140,900
Commercial/Industrial	10	2,566,000	7	2,711,500
Commercial/Industrial Additions	10	6,199,000	9	7,215,000
Institutional	1	925,000	0	0
Institutional Additions	0	0	1	18,000,000
Miscellaneous	300	5,342,835	375	7,500,755
TOTAL	667	\$42,035,960	741	\$59,847,130

Single-Family Dwellings



Commercial/Industrial Buildings



YEARLY COMPARISONS

	<u>2012</u>	<u>2013</u>	<u>2014</u>
BUILDING PERMITS			
Churubusco	35	25	50
Columbia City	177	182	247
County	419	435	410
South Whitley	40	25	34
	<hr/>	<hr/>	<hr/>
TOTAL	671	667	741

	<u>2012</u>	<u>2013</u>	<u>2014</u>
IMPROVEMENT LOCATION PERMITS			
Churubusco	19	12	28
Columbia City	96	111	157
County	294	331	290
South Whitley	20	10	19
	<hr/>	<hr/>	<hr/>
TOTAL	429	464	494

INSPECTIONS COMPLETED 2,734 2,973 3,004

NEW HOMES CONSTRUCTED

Churubusco	0	2	6
Columbia City	8	24	31
County	36	63	44
South Whitley	1	0	1

PLAN COMMISSION/BZA APPLICATIONS

Churubusco	6	2	3
Columbia City	10	10	10
County	46	40	45
South Whitley	0	1	1

FEES COLLECTED

CHURUBUSCO

Planning Fees	\$ 3,478.80
Building Fees	\$ 3,124.00

COLUMBIA CITY

Planning Fees	\$ 6,003.66
Building Fees	\$ 17,487.00

COUNTY

Planning Fees	\$ 12,814.29
Building Fees	\$ 34,628.00

SOUTH WHITLEY

Planning Fees	\$ 3,000.92
Building Fees	\$ 3,517.00

TOTAL	\$ 84,053.67
-------	--------------

Note: Total fees collected of \$84,053.67 accounted for 41% of the total Department budget expenditures. Fees for 2013 totaled \$85,265.02, which accounted for 43%.