

**PLAN COMMISSION**

**-MINUTES-**

**Monday, March 2, 2026 - Commenced at 1:45 P.M. & adjourned at 1:58 P.M.  
City Council Chambers – Municipal Building**

The Elkhart City Plan Commission was called to order by Jeff Schaffer at 1:45 P.M.

**MEMBERS PRESENT**

Andy Jones  
Rochali Newbill  
Dan Boecher  
Dave Osborne  
Bil Murray  
Aaron Mishler  
Jeff Schaffer

**MEMBERS ABSENT**

Diana Lawson

**REPRESENTING THE PLANNING DEPARTMENT**

Eric Trotter, Assistant Director for Planning  
Kyle Anthony-Petter- Planner II

**LEGAL DEPARTMENT**

Maggie Marnocha, Corporation Counsel

**TECHNOLOGY STAFF**

**RECORDING SECRETARY**

Carla Lipsey

**APPROVAL OF AMENDED AGENDA**

Motion to approve by Osborne; Second by Mishler. Voice vote carries.

**APPROVAL OF AGENDA**

Motion to approve by Osborne; Second by Mishler. Voice vote carries.

**APPROVAL OF MINUTES**

Motion to approve by Mishler; Second by Newbill. Voice vote carries.

**APPROVAL OF PROOFS OF PUBLICATION**

Motion to approve by Jones; Second by Mishler. Voice vote carries.

**NEW BUSINESS**

**26-SUB-01 PETITIONER IS RC HOLDINGS, LLC**

**PROPERTY IS LOCATED AT 2900 & 2912 DEXTER DRIVE**

Per Article 4 of the Subdivision Ordinance, approval of a Preliminary Plat for a replat of a subdivision to be known as 'RC Holdings Replat,' a replatted two-lot subdivision; a part of the Southwest Quarter of Section 19, Township 38 North, Range 5 East, Osolo Township, Elkhart County, Indiana.

To also permit an ingress-egress parking and access easement as depicted on the plat. Also, a fifteen (15) foot drainage easement on Lot 1A for the benefit of Lot 1B.

**STAFF ANALYSIS**

Per Article 4 of the Subdivision Ordinance, approval of a Preliminary Plat for a replat of a subdivision to be known as ‘RC Holdings Replat,’ a replatted two-lot subdivision; a part of the Southwest Quarter of Section 19, Township 38 North, Range 5 East, Osolo Township, Elkhart County, Indiana. To also permit an ingress-egress parking and access easement as depicted on the plat. Also, a fifteen (15) foot drainage easement on Lot 1A for the benefit of Lot 1B.

The property contained within this request is located in an older industrial subdivision on the north side of the city. The parcels had been previously owned by one company so the issues highlighted in the request before this body today were not relevant. The need for the replat and new easement is because there are new owners and different businesses in each building. The project has been submitted for Technical Review as there is another building proposed on the future Lot 1B.

The first part of the request is preliminary approval of the replatted lots in the Elk Air Industrial Park Subdivision and Wagner’s Replat of Lot 4 and 5. The replat will adjust the lot line between Lots 1 and 3 by approximately 26 feet to the north. This action will create new Lots 1A and 1B – as depicted on the graphic included in your packet.

The second part of the request will establish an ingress-egress parking easement. This easement is intended to address several site-specific conditions. First it will permit employees and customers for either parcel the ability to drive and park within the easement area. Second, it will allow semi-trucks access to the common drive and truck docks that front the easement area for both buildings.

Also, to approve a fifteen (15) foot drainage easement across Lot 1A for the benefit of Lot 1B. There is a common retention area on the north end of Lot 1A.

**STAFF RECOMMENDATION**

Per IC 36-7-4-702, a plan commission must consider when determining whether to grant primary/preliminary approval of a plat, the plan commission shall determine if the plat or subdivision qualifies for primary/preliminary approval under the standards prescribed by the subdivision control ordinance.

Under the 700 Series of the Indiana Code Statutes, the review of primary/preliminary plats are ministerial and if the proposed preliminary/primary plat has adhered to all of the requirements prescribed by the subdivision control ordinance, the plan commission must grant approval, thereby,

The City of Elkhart Planning Staff has reviewed the subject petition and recommends **approval** of Per Article 4 of the Subdivision Ordinance, approval of a Preliminary Plat for a replat of a subdivision to be known as ‘RC Holdings Replat,’ a replatted two-lot subdivision; a part of the Southwest Quarter of Section 19, Township 38 North, Range 5 East, Osolo Township, Elkhart County, Indiana:

And, to also permit an ingress-egress parking and access easement as depicted on the plat. Also, a fifteen (15) foot drainage easement on Lot 1A for the benefit of Lot 1B, based on the following findings of fact:

1. The replatted lots will not be impacted by either of the easements found in the request;
2. The proposed request results in no increase in the number of lots. The creation of an ingress-egress access easement, as defined by the Zoning and Subdivision Ordinance, allows for the use of parking and truck turning movements for the existing truck docks.
3. The proposed replat and proposed access easement will not compromise any existing development.

**CONDITIONS**

1. The approval is preliminary only. The applicant must submit the required application materials for Final Plat Approval to the Plat Committee as per Article 5 of the Subdivision Ordinance prior to the issuance of any permits for construction or sale of property.
2. Approval is tentative and shall be valid for a maximum period of twelve (12) months. The City Plan Commission may grant an extension upon written request. If the final plat has not been recorded within the time limit, the primary approval is null and void, and the preliminary subdivision plan must be resubmitted for approval.

Trotter states there were 7 letters mailed, 0 returned

Schaffer asks if there are questions from the Commission.

Schaffer calls the petitioner forward.

Chris Marbach, representing the petitioner, is from 2810 Dexter Drive.

Schaffer opens for public comments in favor or opposition of the petition.

Schaffer closes the public portion of the meeting.

Schaffer calls for a motion.

Jones makes a motion to approve with a Do-Pass Recommendation with conditions listed; Seconded by Mishler. Motion carries.

Osborne- Yes  
Boecher-Yes  
Newbill-Yes  
Jones-Yes  
Murray-Yes  
Mishler-Yes  
Scahffer-Yes

#### **NEW BUSINESS**

**26-SI-03 PETITIONER IS City of Elkhart**

**PROPERTY IS LOCATED AT City of Elkhart**

Approval of proposed addresses for the City of Elkhart.

#### **STAFF ANALYSIS**

The Planning and Zoning Department is requesting approval of the addresses that have been reserved for structures in the City of Elkhart.

#### **Residential**

3400 Greenleaf Boulevard New Single-Family Dwelling 20-02-35-351-014.000-027

3406 Greenleaf Boulevard New Single-Family Dwelling 20-02-35-352-041.000-027

3410 Greenleaf Boulevard New Single-Family Dwelling 20-02-35-352-042.000-027

3414 Greenleaf Boulevard New Single-Family Dwelling 20-02-35-352-043.000-027

3418 Greenleaf Boulevard New Single-Family Dwelling 20-02-35-352-036.000-027

222 Middlebury Street Unit 101-304 Apartment Building 20-06-05-484-018.000-012

1620 South 9th Street New Single-Family Dwelling 20-06-08-329-013.000-012

1425 West Indiana Avenue New Single-Family Dwelling 20-06-07-426-005.000-012

**Residential Subdivision**

1499 East Lake Drive West New Service in Easement 20-02-34-253-027.000-027

**Commercial**

318 Enchanted Gardens Lane Readdress from 319 County Road 17

301 Enchanted Gardens Lane New Commercial Building

125 North Main Street, Unit 200-204 Readdressing Existing Building

300 West High Street, Unit 200, 300 Adding two Residential Units

**Industrial**

1100 Mishawaka Street New Industrial Building

Schaffer asks if there are questions from the Commission.

Newbill mentioned that one address I didn't hear clearly in the commercial was 319, but I have 315 noted on my sheet.

Schaffer mentions that 318 Enchanted Garden Lane was previously known as 315 County Road 17. A few months ago, the mayor used his authority to rename Patterson Court as Enchanted Garden Lane. Linton is in the process of changing their building's address to reflect this new designation, and the Board of Public Works approved this readdressing several months ago. We are now working to catch up on that.

Schaffer calls for a motion.

Mishler makes a motion to approve with a Do-Pass Recommendation; Seconded by Newbill. Motion carries.

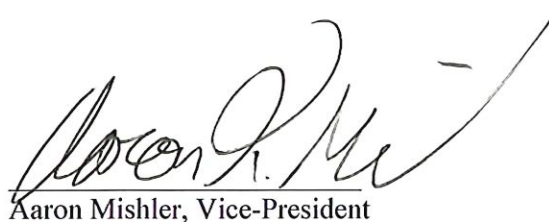
Trotter mentioned that the plan commission make-up session will be on March 5th at 10 AM. This Thursday, we are down to just two members.

**ADJOURNMENT**

Schaffer calls for a motion to adjourn meeting. Jones approves motion to adjourn and is seconded by Osborne Meeting is adjourned and all are in favor.



Jeff Schaffer, President



Aaron Mishler, Vice-President

