

**Burns Harbor Advisory Plan Commission  
Minutes of Monday, February 3, 2020**

The Advisory Plan Commission of the Town of Burns Harbor, Porter County, Indiana met in a regular session on Monday, February 3, 2020 in the Town Hall. The meeting was called to order by Advisory Plan Commission President, Eric Hull at 7:00 pm.

The Pledge of Allegiance to the American Flag was recited.

Roll Call:

Eric Hull .....	Present
Bernie Poparad .....	Present
Toni Biancardi .....	Present
Andy Bozak.....	Present
Gordon McCormick .....	Present
Jeremy McHargue.....	Present
Sarah Oudman.....	Present

Additional Officials Present

Building Commissioner-Rob Wesley  
Attorney-Clay Patton  
Attorney-Michael Brazil  
Global Engineer-Jeanette Hicks  
Secretary-Marge Falbo

Also Present

Abonmarche- Matt Kaiser  
Holladay Properties-Mike Micka  
SMITHGROUP-Randy Macheliski

**Reorganization-Plat Committee**

Biancardi makes a motion to appoint Gordon McCormick, Sarah Oudman and Jeremy McHargue to the Plat Committee. Bozak seconded the motion. **Motion carried by unanimous vote.**

**Minutes**

Poparad makes a motion to approve the minutes of January 6, 2020 as written. Biancardi seconded the motion. **Motion carried by unanimous vote.**

**Communication, Bills, Expenditures**

None

### **Report of Officers, Committee, Staff**

Building Commissioner Wesley says I met with Great Lakes Engineering in reference to the Shadyside expansion. We can probably expect to see them here next month. They will have everything on paper and finalized. They are looking to add 22 new sites to the existing park with a majority of those sites on the South side of the property. January was another busy month. Things are not slowing down.

Attorney Patton says I would like to introduce Michael Brazil, our new attorney. He is going to be taking over the Plan and BZA Boards, but for the next few months he will be shadowing me.

### **Preliminary Hearing**

None

### **Public Hearing Continuation**

*Chapter 15 Zoning Ordinance  
Storage and Use of Shipping/Cargo Containers*

Hull opens the Public Hearing.

Hull says the last time we met we presented the Ordinance, had some public comment but that's about as far as we got. Poparad and McHargue did some work on this. Poparad says the only thing I thought is every District in town needs to be listed. We need to make it perfectly clear. Please don't leave it blank because we will get individuals who will come to the BZA and say it's not listed in your Ordinance so I can have a shipping container. Hull says we thought we were going to say anyone can have one for everybody except railroads. McHargue says the fact that they have a way to appeal it and be able to request one they still have an option to go to the BZA and to do this. That's why we left a buffer so if we pass this and someone is in violation tomorrow, they will have time to start moving forward.

Oudman says another thing is the visibility on a primary street and I was thinking about Old Porter Road that has two primary streets. This is the face of the Town that a lot of the local people see. McCormick says but the main street is Highway 20. Oudman says if it's done on two arterial roads, we could ask for some type of landscape buffer or screening. Poparad says I thought about that also. Bosak has seven on their property. So, if they have more than one then would it have to be screened? McCormick says do we want them painted so they look nice and match the building or do we want a fence around them. A fence is only six feet tall. The containers are eight to ten feet tall. Biancardi says the fencing might only be something that's required when you have what you might think of as two primary streets like down Old Porter and/or between Interstate 94 and U.S. Route 20. You wouldn't necessarily have the issue of needing screening except for those situations. Otherwise, it's in someone's backyard. You might just address when it's visible in that situation. Poparad says there are three main arteries – Old Porter, Interstate 94 and U.S. Route 20. McHargue says you have to take Interstate 94 out of that because anyone that has a backyard that faces Interstate 94 will require a fence, pine trees, etc. Do we want to make them do that?

Hull says we're going to add the 300 feet buffer for Residential District/Use. Biancardi says we need something for a Residential Use in a Special District. We mentioned last month that the mobile home parks are a Special District but a Residential Use. We need that same type of phrase in all Special Districts with a Residential Use. Hull says except where the Special Use District's primary use is Residential.

Building Commissioner Wesley says I want to bring up Developer Use – I have a shipping container now in Corlin's Landing and I'm pretty sure it's there for the long haul because they have moved it twice to two different lots. I'm sure it's not leaving there anytime soon. Hull says that was the problem last month is that they were not going to move them around the lot. Now we have them moving around. Oudman says if you put some type of permit process with it then it would be controllable. Building Commissioner Wesley says, yes and that would be a Temporary Use permit.

Biancardi says I feel we are in a much better place but we're definitely not in a place to move it forward to the Town Council yet. I would like to see a not marked up version we could look at.

Hull closes the Public Hearing.

Hull says what does the Board want to do. McCormick says Biancardi has a very good point -get a real copy in front of us. Hull says is that a motion.

Biancardi makes a motion to close the Public Hearing and take no action at this point with the Ordinance. Poparad seconded the motion. Motion carried by unanimous vote.

Hull says we'll get an updated version of the Ordinance for next month based upon the changes tonight and if it meets everyone's approval then we can set it for a Public Hearing. Attorney Patton says I will take this document and make all the requested changes. Hull says we will also need something about temporary moving pods.

### **New Business**

A. J. Monroe

Mike Micka

Holladay Properties

Westport Planned Unit Development Concept Plan Presentation

Hull says all of you have a copy of this presentation and we did receive some written questions.

Hull says to Oudman, thanks for the work you put into this – it's really good. We did provide these questions to Holladay and we'll try to address a couple of them a little bit later.

My name is Mike Micka, I am Vice President of Development at Holladay Properties. This is our first time before the Plan Commission. We responded to a Request for Proposal for Master Developer for the 32-acre site known as the Westport Development. We then initiated contracts with the SMITHGROUP and Abonmarche and since then the team has been out to the site several

times. In September we walked the Marquette Greenway Trail to see how it is laid out. All focusing on what this development could be. At the same time, we also had a market study done by Tracy Cross to find out what would be the best use for this center. We are proposing a mixed-use development. A mixed-use of owner-occupied townhomes, some apartment units, some commercial spaces, a municipal center all focusing on the Marquette Greenway Trail. We are really focusing on the first real development along this trail. What you are going to see tonight is the presentation. The goal is to present the plan to you. We'll be back before this Board in March to answer all questions and comments. We will then submit for a Plat application in April and back before this body in May. This is a presentation to show you what we have been working on over the last several months and what our plan is going forward. I will have Machelski of the SMITHGROUP to go through the presentation.

Machelski says I am a Landscape Architect with the SMITHGROUP as part of the Holladay Properties team and it's with great pleasure that we're back here as a team to present the concept.



## WESTPORT PLANNED UNIT DEVELOPMENT (PUD)

### WORK PLAN (TASKS COMPLETED)

- Master Development Agreement Approved - May 8, 2019
- Westport Detailed Work Plan Presented - July 10, 2019
- Burns Harbor Comprehensive Plan - Updated - August 14, 2019
- Westport Development Design Contract Approved - September 11, 2019
- Westport Development - Team Site Visit - September 17, 2019
- Westport Development - Design Workshop - October 2 & 3, 2019
- Westport Development - BHRC Meeting #1 - November 13, 2019
- Westport Development - BHPC Meeting #2 - February 03, 2020 (TONIGHT)

## SITE ANALYSIS



This Site Analysis was produced during the workshop we had together. The site was basically previously farmed or sometimes currently farmed. It's relatively open surrounded by adjacencies out to the East and North in wooded single-family lots.

## DRAFT PROGRAM (PRESENTED NOVEMBER 13, 2019)

- **Municipal offices:** 7,500sf
- **Community Center Building:** 14,500 sf (kitchen, gym, storage, restrooms/lockers, etc.)
- **Townhomes or Detached Villas:** 41 total townhomes or "X" Detached Villas (25'x125' lot with 2 car near loaded garages)
- **Apartments:** 128 total in 5 buildings.
- **Commercial space:** 13,800 total: building north of Marquette trail (65' x 580' but leave garage on end? resulting in 9,900sf), building near north access 1,250 sf of commercial (first floor two apartment units), building northeast of gym 1,950 sf also (first floor two apartment units).
- **Parking:** 468 total. (158 on street, 240 parking lots, 70 overflow.)

PRELIMINARY PLANNING STUDY  
WESTPORT MIXED-USE RESIDENTIAL DEVELOPMENT - PARCELS B & C  
ADRIAN KORNBLUM - DESIGNER

Category	Quantity	Area (sq ft)	Volume (cu ft)	Value (\$)
Overall Apartments	128	14,500	14,500	14,500
Townhomes/Villas	41	10,625	10,625	10,625
SP Units	36	9,000	9,000	9,000
Commercial Space	13,800	13,800	13,800	13,800
Parking	468	468	468	468
<b>Total</b>	<b>243</b>	<b>48,333</b>	<b>48,333</b>	<b>48,333</b>

Source: Tracy Cross & Associates, Inc.

This was the Tracy Cross study that Micka referenced. A mixed-use development would be most successful here at this particular site.

## INITIAL CONCEPT PLAN (PRESENTED NOVEMBER 13, 2019)

### OVERALL

**Municipal Office:** 7,500sf  
**Community Center Building:** 14,500 sf  
(Kitchen, gym, storage, restrooms/lockers, etc.)  
**Townhomes or Detached Villas:**  
40 total townhomes (or 20 single family)  
(25'x125' lot with 2 car rear loaded garages)  
**Apartments:** 120 total in 5 buildings  
**Commercial space:** 13,800 total  
**Parking:** 498 total  
(105 on-street, 240 parking lots, 70 overflow)



8 | HNTB ABONMARCHÉ SMITHGROUP

This was the previous concept plan that was presented to the Redevelopment Commission.

I want to point out that there were some changes. The Municipal offices and Community Center were two separate buildings. We later worked together and it's going to be combined into one facility.

The amount of commercial has been reduced to respond to the market and tailored to the needs of residents here.

### SURVEY UPDATED PLAN



7 | HNTB ABONMARCHÉ SMITHGROUP

Matt Kaiser, Project Engineer with Abonmarche. This is a very flat site. There is a sanitary line and a water line that run along Haglund Road. The sanitary line runs north through the easement that the Schools had donated to the Town a number of years ago and the infrastructure is already in place. Our site will be designed and engineered based off that elevation and will dictate almost all our entire site. The pipeline runs through the site and cuts it in half, but we are planning on designing around it.

## CURRENT CONCEPT PLAN

### OVERALL:

- Municipal office:** 7,500sf
- Community Center Building:** 15,000 sf (kitchen, gym, storage, restrooms/lockers, etc.)
- Townhomes:** 40 total (25'x325' lot with 2 car rear loaded garages and 2 car rear driveways off alley)
- Apartments:** 138 (located in 5 buildings, 3 stories each)
- Commercial space:** 5,822sf total (located on lower level of 3 apartment buildings)
- Parking:** 628 total (153 on-street, 875 lots, 200 townhomes)



Machelski says this is how the Concept Plan has evolved. Considering infrastructure and natural conditions that are inherent in the site together with the workshop and the maturity of the concept and the input that we've gotten from community leaders as well as the public, this is what the concept has matured to. The Municipal Building and the Community Center have been combined into one structure. They are located on the North side of the pipeline with a Civic Plaza. Road C runs through there but the idea is to make the Civic Plaza a very important sense of place. This will be a real stimulus for a center of activity. Townhomes on the North and East side and then also in orange are apartments and in red are commercial located on the end of those. Shown are the approximate square footages and sizes of those uses. The Marquette Trail is linked up with the Lakeland Trail and eventually will connect to the Park down to the East. The parking spaces use traditional standards necessary for providing adequate parking for these uses. Townhomes are proposed as a comparable residential use that we believe will be compatible with the adjacent residential properties.

## OPEN SPACE & TRAILS

### OVERALL: 9.4 ACRES (27.97%)

- LAKELAND TRAIL:** 1.80 acres (5.32%)
- OPEN SPACE:** 5.50 acres (16.38%)
- PIPELINE:** 3.78 acres (11.30%)
- STORMWATER:** 2.40 acres (7.11%)

**Marquette Greenway Trail:** 1.46 acres (not included as it is an easement on lots)



Speaking of Open Space and Trails. Almost 30% of this property is going to remain as open space for the residents and adjacent neighbors to enjoy. Listed on the right are the proposed uses for this site.

## PLAN-ENLARGEMENT

### CIVIC PLAZA



Many of you may be familiar with Founder's Square which Holladay has done. The orange buildings 4 and 5 are three stories. The red is commercial at the end. The exact design of those buildings, together Holladay and yourselves will work through what's most appropriate for materials, design and refinement of those. Parking on the street will be a primary objective. You will be able to find a parking space right in front of that coffee shop, retail store or pizza place.

## PLAN-ENLARGEMENT

### APARTMENTS/COMMERCIAL



## PLAN-ENLARGEMENT

### EAST SINGLE-FAMILY TOWNHOMES



These are the Townhomes. They flank the East and North side. These are the Townhome styles they would be. They are interconnected. Some people may refer to them as row homes. They have a small yard behind with green space. Then there is a two-car garage along with space for two vehicles in the drive. On the streets in front there is enough parking so each can share guest spaces.

## PLAN-ENLARGEMENT

### NORTH SINGLE-FAMILY TOWNHOMES



These are the North side Townhomes.

**PLAN-ENLARGEMENT**  
FUTURE WEST DEVELOPMENT PARCEL



Speaking a little bit about the future development area. You will see some pictures that may be familiar to you of a brewery. Think of that as a destination use which may be considered for this particular place.

**ROADWAYS & EASEMENTS**  
PLAN AND SECTIONS



Kaiser and our group together with Holladay have worked hard. The idea here in the Roadway section – the images to the left are meant to be a Downtown. You’ll have canopy tables, uses that people enjoy when interacting and socializing on the street.

Above all it’s meant to be an intermix of the bikeway and pedestrians. The vehicles will know, especially on the road that is East/West and Road C, that this place is for pedestrians first and vehicles second.

**ROADWAYS & EASEMENTS**  
PLAN AND SECTIONS - NORTH



**ROADWAYS & EASEMENTS**  
PLAN AND SECTIONS - SOUTH



These last two images are just some overall concepts.

**WESTPORT DEVELOPMENT**



**WESTPORT DEVELOPMENT**



This is the future development area and we're looking northeast across the development. These buildings are white because we don't want to make a commitment to materials or architecture without further input. The scale and the stories are important.

**WESTPORT DEVELOPMENT**



This is the Marquette Greenway Trail as it winds up to the wooded area in the northeast corner.

**WESTPORT DEVELOPMENT**



**WESTPORT DEVELOPMENT**



These images show the central Road C with a summerfest going on. The Bandshell is set up. You can see the people gathered around it. You can see the municipal building, the offices, the community center and how it all works together.

**CONCEPT PLAN - WESTPORT DEVELOPMENT**

OVERALL PLAN



Westport Development ABONMARCHÉ SMITHGROUP

This is the overall plan.

**LAND USE & PARKING**

OVERALL PLAN



Westport Development ABONMARCHÉ SMITHGROUP

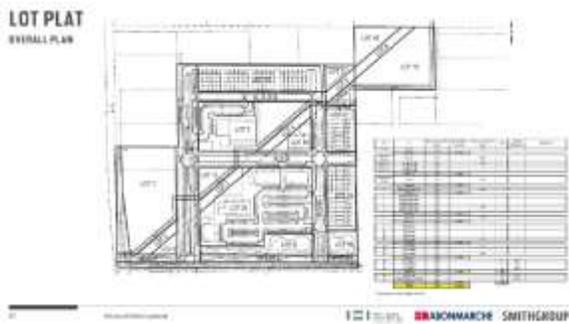
**LAND USE & PARKING**

SUMMARY TABLE

LAND USE	QUANTITY	SUMMARY	
		PARKING QUANTITY	REMARKS (COMMENTS)
Municipal Office	7,900 SF	38 (1,200 SF)	38 Off Street (Lot)
Community Center	15,000 SF	75 (1,200 SF)	98 On Street 22 Off Street (Lot)
Commercial	6,882 SF	60 (1,100 SF)	53 On Street 5 Off Street (Lot)
Apartments (Multi Family Building)	138 Units	330 (1.5 Units)	Guest Parking Shared On-Street 310 Off Street (Lot)
Townhomes (Single Family - For Sale)	48 Units	280 (5.8 Units)	2 Storage, 2 Drive-in (280) 2 Per Unit Guest On-Street (48)
Open Space (Recreational)	3.5 Acres	45	Shared With Apartment Guest 45 On Street
		<b>628 (TOTAL)</b>	

Westport Development ABONMARCHÉ SMITHGROUP

These are the necessary black and white exhibits that produced the percentages of land use that are required by submittal that we just went through.



This is the potential Lot Plan and how the lot would fall out. Also, the percentages dedicated to each of those and ratio of uses per site.

**CONCEPT PLAN - WESTPORT DEVELOPMENT**



Micka says not everything happens at the same time, so we are thinking about a phasing approach for this development.

The First phase would be the U-shaped road off of Haglund up to Road C so would have access to the Municipal Center and the town offices and then a complete loop down Road C back to Haglund Road. That is the goal of the first phase of the infrastructure. Then we would start building the five buildings and the construction schedule for those five buildings is about 19 months from the time you break ground for the first building. You would build one building at a time and the subcontractors would transition from one building to the next. Overall between the townhomes and the mixed-use buildings it is about a \$35 million investment from the private side. The Town is making a huge investment with the Marquette Greenway Trail, the Civic Plaza and the municipal offices. This is not a typical development – this is something much bigger than that. We're building a community. A place for where people will come from far to come and hang out.

## WESTPORT PLANNED UNIT DEVELOPMENT (PUD)

### WORK PLAN (NEXT STEPS)

- Westport Development Concept Plan Commission Application Submitted - January 17, 2020
- Westport Development BHPC Meeting (Presentation to Plan Commission) - February 3, 2020
- PUD District Ordinance Narrative and Plan
- Platting (Primary and Secondary)

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Westport Development



ABONMARCHÉ

SMITHGROUP

Our plan is to be before this Board in March.



Hull says the next thing we need to do is address as many of our comments and questions that we work on over the next two months so we can prepare the PUD application. We want to help them get to that point.

### **Review: Bonds, Maintenance Guarantees, Letters of Credit**

None

### **Good of the Order and Any Other Business**

None

**Announcements**

None

**Adjournment**

Poparad makes a motion to adjourn at 8:34 p.m. McHargue seconded the motion. Motion carried by unanimous vote.

**APPROVED on March 2, 2020**

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Eric Hull, President

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Marge Falbo, Secretary