

**CITY OF LEBANON
PLANNING AND ZONING DEPARTMENT**

**CITY OF LEBANON PLAN COMMISSION
STAFF REPORT
MARCH 20, 2023 PUBLIC HEARING**

A. Case Number:	Docket # 23-13
B. Applicant:	Cash Waggener & Associates for the Lebanon Community School Corporation
C. Location:	The subject property is located at 1500 Garfield Street, Lebanon, Indiana, 46052 (Harney Elementary).
D. Acreage and Zoning:	The subject property is zoned Institutional (IN) and comprised of 9.6 acres.
E. Adjacent Land Uses:	North – Residential South – Residential/Church West – Residential East – Residential
F. Property History:	<p>The subject property is the site of Harney Elementary School.</p> <p style="text-align:center">March 6, 2023 Board of Zoning Appeals Approval</p> <p>Development Standards Variance Variance Request #1 – Parking Curb UDO Section 7.5.C.3 Variance approved to permit relief from the parking area curb requirement to allow the proposed new bus parking area to sheet drain into an adjacent swale.</p> <p>Variance Request #2 – Parking Lot Interior Landscaping UDO Section 7.8.J.2 Variance approved to permit relief from the parking lot interior landscaping requirement associated with the new bus parking area.</p> <p>Variance Request #3 – Parking Lot Perimeter Landscaping UDO Section 7.8.J.3 Variance approved to permit relief from the parking lot perimeter landscaping requirement to allow the tree plantings to be moved to alternate locations on the site to ensure proper visibility and safety for student drop off.</p>
G. Ordinance Process:	<p>Procedural Ordinance Process:</p> <p>Unified Development Ordinance Process for Development Plans Development plan approval shall be required for those projects as listed below and in Chapter 4: Zoning Districts and Table 4:1: Use Matrix. Improvement Location Permits and Building Permits shall not be issued until the conditions and</p>

requirements of this ordinance have been met. Development Plans shall be provided for:

1. All uses within the MF, MH, CB, NB, PBC, PBO, PBI, ID, and IN Districts
2. All uses within the Interstate Overlay District

Lebanon Staff Determination: The project is located within the Institutional (IN) zoning district requiring Development Plan approval.

H. Action Requested:

Development Plan Approval

The applicant presented the intent to construct an addition to the existing elementary school including the addition of a new bus parking area and parent drop off lane.

I. TAC Review:

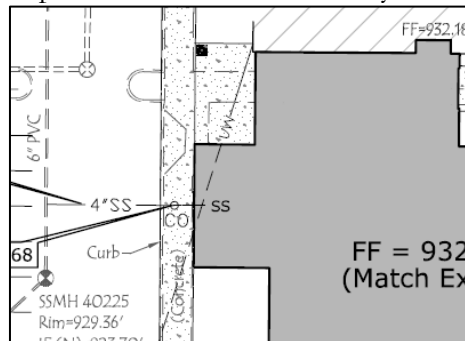
TECHNICAL ADVISORY COMMITTEE (TAC) REVIEW

Development Plan Compliance with City of Lebanon Technical Advisory Committee (TAC)

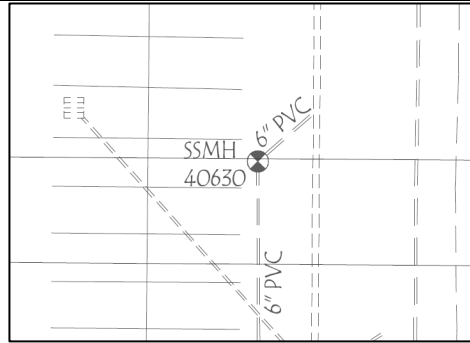
City of Lebanon Utilities

Sewer and Water Division-

- Ensure the most recent set of Lebanon City Standards are included. The most recent set is dated 01/01/2022 and can be found at the link below.
<https://lebanon-utilities.com/wp-content/uploads/2021/12/Lebanon-City-Standards-Final-Version-010122.pdf>
- The new improvements appear to be in conflict with the existing underground water line. Provide plans for relocation of the water line around the improvements and indicate any new connections that may be needed.



- The water meter for the facility shall be moved from inside the building to a vault in accordance with Sheet 12 of the City Standards.
- Sanitary laterals shall be 6-inch PVC SDR 26.
- The plans appear to show a cross connection at SSMH 40630. Please confirm that the storm sewer is not connected to the sanitary sewer at this structure.



Electrical Division-

- Coordinate electrical needs and proposed connections with the Lebanon Utilities Electric Department.

City of Lebanon Stormwater-

- Satisfactorily address all storm water runoff, detention, storm sewer, and storm water quality comments provided by Kerry Daily of Christopher Burke Engineering pursuant to the City of Lebanon Stormwater Control Ordinance.

City of Lebanon Fire Department-

- No comments

City of Lebanon Engineer-

- Satisfactorily address all comments provided by Lebanon Utilities, Police, Fire, Street, Stormwater, and Planning departments, in addition to requirements of other authorities having jurisdiction, such as: the Boone County Surveyor, the Indiana Department of Environmental Management, the Indiana Department of Natural Resources, etc.
- Submit required calculations and satisfactorily address all storm water runoff, detention, storm sewer, and storm water quality comments provided by Kerry Daily of Christopher Burke Engineering Limited (CBBEL) pursuant to the City of Lebanon Stormwater Control Ordinance
- All Sheets:
 - Add a note to all appropriate sheets which states the following: All work within the right-of-way shall meet current City of Lebanon Construction Standards.
 - Add a note to all appropriate sheets which states the following: The contractor/developer shall protect existing right-of-way infrastructure and be responsible for restoration as necessary.
 - Provide Reference to City of Lebanon Standard details where appropriate. Please note that Lebanon Standards will control where conflicts exist.
- Sheet – TITLE SHEET:
 - Add the following contact Information:
City of Lebanon
401 S. Meridian Street

Lebanon, IN 46052

(765) 482-8845

Kevin Krulik PE PS AICP - City Engineer

Scott Calvert – MS4 Coordinator/Public Works

- “APPROVED FOR CONSTRUCTION” stamp, shall be added, when appropriate, as follows:

APPROVED FOR CONSTRUCTION

Release For Construction Date: _____

Preconstruction Conference Date: _____

By: _____ Date: _____

Kevin Krulik PE PS AICP, City Engineer

City of Lebanon, IN

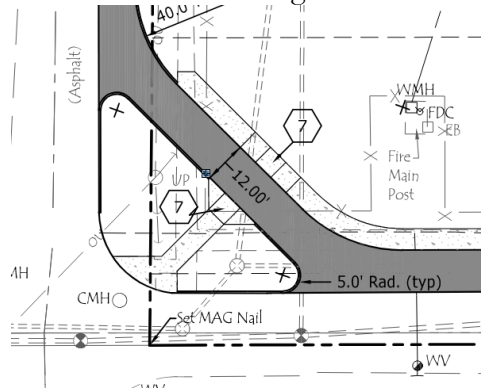
- Add City of Lebanon Standard details to drawing index.
 - Please note that Lebanon Standards will control where conflicts exist.
- Sheet C-100 – DEMOLITION PLAN:
 - Full depth pavement saw cuts will be required where demolition limits meet existing right-of-way pavements.
 - Remove existing bus parking area along Camp Street.
 - Remove and relocate existing bridge clearance sign along Camp Street:



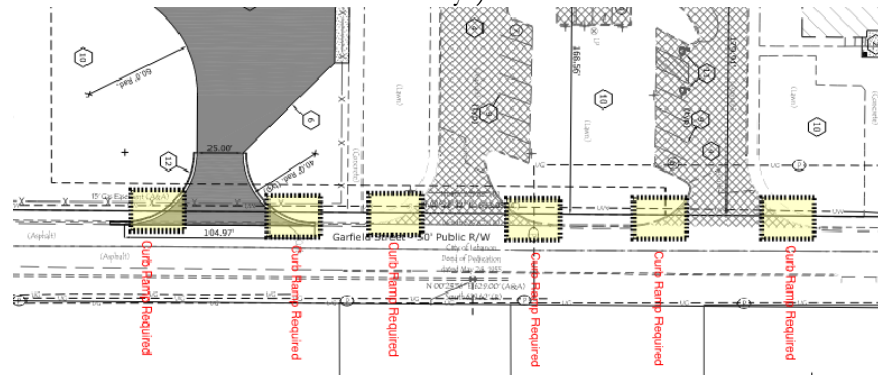
- Revise demolition plans as necessary pursuant to site plan comments.
- Sheet C101 – SITE PLAN:
 - Label western street as Harney Drive
 - Widening along Harney Drive shall be done in a manner that ensures the through lane and the additional travel lane are each at a minimum width of 11’ each, exclusive of curbing.
 - All widening shall incorporate right-of-way pavement cross sections for local commercial streets, per City of Lebanon Standards:

- ① 1½" Surface (165#/SYD HMA, Type B)
- ② 2½" Intermediate (275#/SYD HMA, Type B)
- ③ 4" Base (440#/SYD HMA, Type B)
- ④ 6" Compacted Aggregate No. 53

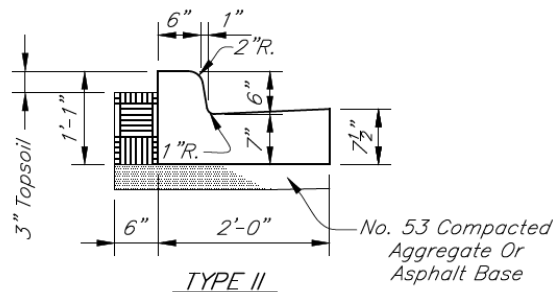
- Existing streets adjacent to widening are to be milled to a depth of 2" and resurfaced.
- Ensure all proposed walks and crossings are ADA compliant:
 - Proposed crossing of the new parent staging lane at Harney and Camp will require stop sign or proper signage for a midblock crossing.



- Sidewalk curb ramps and crossings along Garfield to be replaced with ADA compliant ramps (no truncated domes are required for commercial driveways):



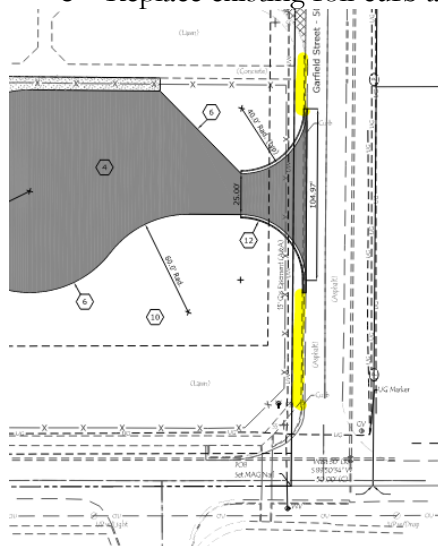
- All curbing within the right-of-way (widening) shall be 2' COMBINED CONCRETE CURB & GUTTER, per City of Lebanon Standards:



2' COMBINED CONCRETE CURB & GUTTER

- Regrading may be needed to ensure proper gutter drainage.

- Adjacent sidewalks shall be poured separately, pinning to the adjacent curb and gutter is permissible.
 - Ensure adjacent curb has a minimum width of 6', exclusive of curbing.
- Replace existing roll curb along Garfield Street with chairback style curb.




- Existing bus parking area along Camp Street to be removed where no longer needed. Establish grass sidewalk buffer area and drainage swales where bus parking area is removed. Protect existing sidewalk and replace all damaged walks as needed.
 - Portions of the existing bus parking area may be saved if additional staging is needed.
 - Existing bus parking areas to remain and streets adjacent thereto are to be milled to a depth of 2" and resurfaced. Full depth repairs may be determined required based on further inspection of the area.
 - All sidewalks adjacent to vehicular travel ways must be separated by a 6" high vertical curb of grass buffer area.
- Concrete Curb and parking Islands are required, unless variance is sought through the Board of Zoning Appeals, verify and coordinate with the Planning department.
- Dedicate right-of-way along Harney and Camp to encompass proposed and existing right-of-way serving vehicular and pedestrian improvements. This will require secondary platting or right-of-way dedication documents (deeds), and a dedication and acceptance with the Board of Public Works and Safety.
- Sheet C102 – GRADING AND DRAINAGE PLAN:
 - Ensure compliance with the requirements of the City of Lebanon Stormwater Control Ordinance and Design Standards as outlined by CBBEL.
- Sheet C103 – UTILITY PLAN:
 - Indicate all utility crossing elevations. Denote all gas, electric, and water crossings. Plan and profiles required.
 - Ensure compliance with requirements set forth by Lebanon Utilities and their reviewing consultants.

- Ensure compliance with the requirements of the City of Lebanon Stormwater Control Ordinance and Design Standards as outlined by CBBEL.
- All storm sewer structures to be reinforced concrete.
- HDPE pipe material is not permitted, see the following revised standard.
- The following revised standard may apply:

City of Lebanon Polypropylene Storm Sewer Specifications

1. Polypropylene (PP) Storm sewer pipe (HP storm pipe by ADS or approved equal) will be permitted outside of right-of-way pavement areas. PP pipe material shall have an extended double gasketed bell and spigot connection.
2. All storm sewer structures shall be precast reinforced concrete per Lebanon standards. All storm sewer structure connections shall meet Lebanon standards for interior and exterior concrete collars and grouting. All storm sewer structures shall meet Lebanon standards for concrete flow lines.
3. All End Sections shall be precast reinforced concrete per Lebanon standards.
4. All PP storm sewers shall be subject to and meet 7.5% mandrel testing. All storm sewers shall be jet cleaned inspected with video inspection equipment and video files provided to the City prior to acceptance per Lebanon standards.
5. All storm sewers under right-of-way pavement shall be reinforced concrete pipe per Lebanon standards.
6. All changes in storm sewer pipe material must be made at a precast reinforced concrete storm sewer structure.
7. Bedding for PP pipe material shall be 4-inches for 12- to 24-inch pipe, and 6-inches for 30- to 60-inch pipe. Bedding and initial backfill shall be crushed #8 limestone placed to a minimum of 12-inches above top of pipe.
8. All other City of Lebanon Standards shall apply to storm sewer Construction.


Kevin Krulik PE PS AICP, City Engineer
City of Lebanon, Indiana



- Sheet C104 – SWP3:
 - Ensure compliance with the requirements of the City of Lebanon Stormwater Control Ordinance and Design Standards as outlined by CBBEL.
 - Ensure compliance with the requirements of the City of Lebanon MS4 Department.
- Sheet C105 – SWP3 DETAILS:
 - Ensure compliance with the requirements of the City of Lebanon Stormwater Control Ordinance and Design Standards as outlined by CBBEL.
 - Ensure compliance with the requirements of the City of Lebanon MS4 Department.
 - Provide Reference to City of Lebanon Standard details where appropriate. Please note that Lebanon Standards will control where conflicts exist.
- Sheet C105 – SWP3 NARRATIVE:
 - Ensure compliance with the requirements of the City of Lebanon Stormwater Control Ordinance and Design Standards as outlined by CBBEL.

- Ensure compliance with the requirements of the City of Lebanon MS4 Department.
- Sheet C106 – EROSIONS CONTROL DETAILS:
 - Provide Reference to City of Lebanon Standard details where appropriate. Please note that Lebanon Standards will control where conflicts exist.
- Sheet C107 – SITE DETAILS:
 - Provide Reference to City of Lebanon Standard details where appropriate. Please note that Lebanon Standards will control where conflicts exist.
- Sheet C108 – DRAINAGE DETAILS:
 - Provide Reference to City of Lebanon Standard details where appropriate. Please note that Lebanon Standards will control where conflicts exist.
- Full Lebanon Standards Details sheets are to be incorporated into the final set of approved construction plans:
<https://lebanon.in.gov/wp-content/uploads/2021/12/Lebanon-City-Standards-Final-Version-Jan-1-22.pdf>
 inapplicable details and or sheets may be “X”d out.
- Provide Maintenance of Traffic plan in compliance with MUTCD for the construction of the proposed right-of-way and entrance improvements.
- Provide Landscape Plans and Site Lighting Plans in compliance with the requirements of the City of Lebanon Planning Department.
- Provide copy of Indiana Department of Natural Resources (IDNR) CSGP (formerly Rule 5) Notice of Intent (NOI) to Scott Calvert, MS4 Coordinator. Weekly City inspections of Stormwater BMPs are required throughout construction. Inspection fees will be \$50 per month from permit issuance till a Notice of Termination (NOT) is filed. Fees shall be paid at the time of Improvement Location Permit (ILP) issuance based on the proposed anticipated construction schedule.

City of Lebanon Planning Staff Review-

1. Plan of Operation:

The applicant presented the intent to construct an addition to the existing elementary school including the addition of a new bus parking area and parent drop off lane.

2. Development Standards-

The submitted civil drawings have demonstrated compliance with the following standards required for the Institutional (IN) district.

UDO Development Standards-Institutional District	
Required	Provided
Minimum Lot Size = 1 acre	Subject Lot = 9.6 acres
Minimum Lot Width = 100 Feet	663 Feet
Minimum Lot Frontage = 100 Feet	West: 625 Feet South: 663 Feet East: 625 Feet

Front Setback = 50 Feet	West: 170 Feet South: 265 Feet East: 93 Feet
Side Setback= 25 Feet	47 Feet

3. Parking Approval:

UDO Parking Requirement 2.5 spaces per classroom Required: 75 spaces	Provided On-Site TOTAL = 120 spaces provided (4 ADA compliant spaces)
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4. Lighting Plan:

The applicant has provided a photometric plan for the subject site that meets all applicable UDO standards.

5. Landscaping/ Bufferyard Approval:

In review of the submitted landscaping plan, the applicant has provided a plan that meets all applicable requirements within the Institutional Zoning District when also considering the Variances approved by the Board of Zoning Appeals at their March 6, 2023 meeting.

6. Signage Plan:

No additional signage is proposed with this expansion project.

7. Architectural Review:

The proposed building additions will match the architecture and building materials of the existing facility and will meet all applicable standards of the UDO.

Staff Recommendation:

In review of the submitted Development Plan as presented, Lebanon Planning Staff finds compliance with the Unified Development Ordinance Requirements for the subject site. Staff recommends approval of the subject Development Plan contingent on the following conditions:

- **TAC Comments:**

The applicant adequately addresses any remaining City of Lebanon Technical Advisory Committee comments prior to application for any building permits or site improvements.

J: Staff Recommendation: