

**CITY OF LEBANON
PLANNING AND ZONING DEPARTMENT**

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

A. Case Number:	Docket # 23-14
B. Applicant:	Cash Waggnier & Associates for the Lebanon Community School Corporation
C. Location:	The subject property is located at 3900 E 300 S, Lebanon, Indiana, 46052 (Perry Worth Elementary).
D. Acreage and Zoning:	The subject property is zoned Single-Family Residential (SF) and comprised of 19.5 acres.
E. Adjacent Land Uses:	North – Agricultural South – Agricultural/Rural Residential West – Agricultural East – Agricultural/Rural Residential
F. Property History:	<p>The subject property is the site of Perry Worth 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 parking areas to sheet drain into adjacent swales.</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> <p>Variance Request #4 – Front Building Setback UDO Section 4.4.D Variance approved to permit relief from the front building setback requirement to allow a front setback of 40 feet for the proposed cafeteria expansion where 60 feet is required.</p>

G. Ordinance Process:	<p>Conditional Use Approval Conditional use approved to allow the continued operation and expansion of the Perry Worth Elementary School facilities. Schools are a conditional use in the SF zoning district.</p> <p>Procedural Ordinance Process: 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 requirements of this ordinance have been met. Development Plans shall be provided for:</p> <ol style="list-style-type: none">1. All uses within the MF, MH, CB, NB, PBC, PBO, PBI, ID, and IN Districts2. All uses within the Interstate Overlay District <p>Lebanon Staff Determination: The project is located within the Institutional (IN) zoning district requiring Development Plan approval.</p>
H. Action Requested:	<p>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, employee parking lot, and parent drop off lane.</p>
I. TAC Review:	<p>TECHNICAL ADVISORY COMMITTEE (TAC) REVIEW Development Plan Compliance with City of Lebanon Technical Advisory Committee (TAC)</p> <p>City of Lebanon Utilities</p> <p>Sewer and Water Division-</p> <ul style="list-style-type: none">• Lebanon Utilities does not provide sewer and water facilities to Perry Worth Elementary. <p>Electrical Division-</p> <ul style="list-style-type: none">• Lebanon Utilities does not provide electric facilities to Perry Worth Elementary. <p>City of Lebanon Stormwater-</p> <ul style="list-style-type: none">• 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. <p>City of Lebanon Fire Department-</p> <ul style="list-style-type: none">• 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 juris diction, 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: _____

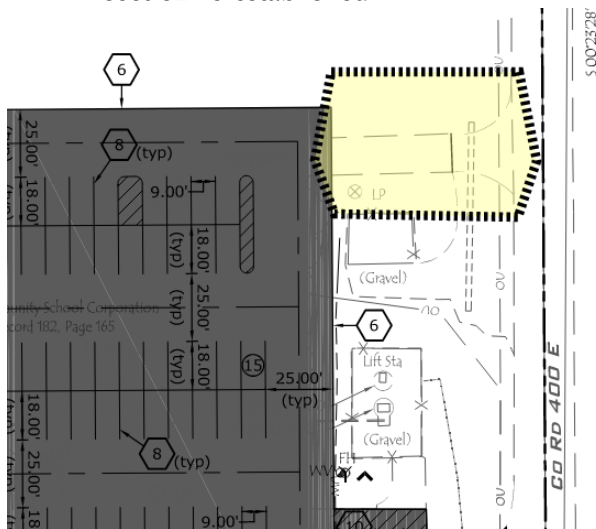
By: _____ Date: _____
Kevin Krulik PE PS AICP, City Engineer

City of Lebanon, IN

- Add City of Lebanon Standard details to drawing index.
 - Please note that Lebanon Standards will control where conflicts exist.

• Sheet C101 – SITE PLAN:

- Ensure proper separation and compliance between the northern driveway and the adjacent offsite legal drain easement. Coordinate with the county Surveyor.
- Provide demolition plan or clearly denote driveway to be removed, regraded, and reseeded. Drive culvert to be partially removed and end section re-established:



- All pavement with the proposed rights-of-way of 400 E and 300 S shall incorporate right-of-way pavement cross sections, per City of Lebanon Standards:

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


- Concrete Curb and parking Islands are required, unless a variance is sought through the Board of Zoning Appeals. Verify and coordinate with the Planning department.
- Dedicate right-of-way along 300 S and 400 East
 - Depict proposed rights of way in compliance with the City of Lebanon Thoroughfare plan.
 - 300 S - 50' half width
 - 400 E - 50' half width
 - 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.
- Parking along the east side of the eastern most building addition is within the previously stated required r/w dedication, and must be removed.
 - 10' parking setback from right-of-way also apply.
 - These building addition is also in violation of the 50' minimum building setback, a variance may be sought through the Board of

Zoning Appeals. Verify and coordinate with the Planning department.

- 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.
 - See 5.f. above and revise accordingly.
- Sheet C103 – UTILITY PLAN:
 - See 5.f. above and revise accordingly.
 - Indicate all utility crossing elevations. Denote all gas, electric, and water crossings. Plan and profiles are 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 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:
 - 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 C107 – SITE 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 C108-C109 – 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, employee parking lot, and parent drop off lane.

2. Development Standards-

The submitted civil drawings have demonstrated compliance with the following standards required for the Single-Family Residential (SF) district.

UDO Development Standards-Institutional District	
Required	Provided
Minimum Lot Size = 20,000 SF	Subject Lot = 19.5 acres
Minimum Lot Width = 125 Feet	811 Feet
Minimum Lot Frontage= 75 Feet	South: 811 Feet East: 1044 Feet
Front Setback = 60 Feet	South: 193 Feet East: 40 Feet (Variance approved 3/6/23)
Side Setback= 15 Feet	263 Feet

3. Parking Approval:

UDO Parking Requirement	Provided On-Site
2.5 spaces per classroom Required: 80 spaces	TOTAL = 159 spaces provided

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 Single-Family Residential 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.

**J: Staff
Recommendation:**

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.