VIGO COUNTY AREA PLAN COMMISSION
MEETING MINUTES
March 4, 2026

A. CALL TO ORDER

The meeting (#693) was called to order by John Hanley, Vigo County Area Plan Commission President, at 6:00 p.m. on March 4, 2026 in the Council's Chambers of the Vigo County Annex, 127 Oak Street, Terre Haute, IN 47807.

B. ROLL CALL

Paul Allsup	Present	Norm Froderman	Present
Ryan Baker	Present	Don Fulk	Present
Kevin Beaver	Absent	John Hanley	Present
Deborah Carter	Present	Marcus Maurer	Present
Terry Clark	Present	Debbie May	Present
Mark Clinkenbeard	Present	Amanda Thompson	Present
John Collett	Absent	William Verdeyen	Present

D. DETERMINATION OF A QUORUM

Mr. John Hanley stated a quorum was present and the Commission could conduct business.

Staff members working at this meeting were Jared Bayler, Executive Director, Sydney Shahar, Assistant Director/Floodplain Administrator, Penny Kahl, General Planner II, Jennifer Clark, Assistant Planner and Savanah Saguilan, Administrative Assistant.

E. CONSIDERATION OF PREVIOUS MINUTES

REGULAR MINUTES: February 4, 2026

MOTION: Mr. Norm Froderman made a motion to accept the Previous Minutes.

SECOND: Mr. Mark Clinkenbeard.

VOTE: The motion carried unanimously.

F. STATUS REPORT ON ITEMS PREVIOUSLY HEARD

The subdivisions have been passed by the Area Plan Commission. The findings of fact have met the criteria of the Subdivision Control Ordinance (included in packet).

MOTION: Mr. Norm Froderman made a motion to accept the Status Report.

SECOND: Mr. Mark Clinkenbeard.

VOTE: The motion carried unanimously.

G. PUBLIC COMMENT ON NON-AGENDA ITEMS (5 Minutes)

None

H. REPORT OF EXECUTIVE DIRECTOR/ASSISTANT DIRECTOR

DISCUSSION: Mr. Jared Bayler stated that there were two handouts for this meeting and that he will reference them when the subdivision is discussed. He also reminded the APC that next month's meeting will be held in the Commissioners' Conference Room due to early voting in the Council Chambers.

Ms. Sydney Shahar stated that she has a new amendment to the flood ordinance that will be presented at this meeting.

MOTION: Mr. Mark Clinkenbeard made a motion to accept both the Director and Assistant Director's Report.

SECOND: Mr. William Verdeyen.

VOTE: The motion carried unanimously.

I. COMMITTEE REPORTS

1. Recommendation on Directors Memo 2/19/26

DISCUSSION: Mr. Jared Bayler stated that there was nothing included in this month's packet for this item, as he was unsure how to word it. He asked Mr. Mark Clinkenbeard to provide additional information.

Mr. Mark Clinkenbeard explained that Tom Little, Head of Annex Security, requested that the APC Board consider again adjusting the meeting start time to 5 p.m. The APC discussed changing the meeting time from 6:00 p.m. to 5:00 p.m., and that the current 6:00 p.m. start time does create challenges for security since the Annex closes at 4:00 p.m.

Mr. John Hanley noted that when the meeting time was changed in the past, there were concerns about whether petitioners would be able to attend if they had to miss work. The APC also discussed that a 4:00 p.m. start time would be difficult due to traffic and access to the building at that hour.

Mr. Jared Bayler added that while a 4:00 p.m. meeting would be challenging; staff would be available if needed.

Following discussion, the APC agreed to change the meeting start time to 5:00 p.m., effective with the May 6th meeting.

MOTION: Mr. Don Fulk made a motion to accept the Director's committee report.

SECOND: Mr. Mark Clinkenbeard.

VOTE: The motion carried unanimously.

J. COMMUNICATIONS RECEIVED

None

K. COMMUNICATIONS RECEIVED FROM THE PUBLIC (Other Than Agenda Items)

None

L. OLD BUSINESS

A. CITY REZONINGS

None

B. SUBDIVISIONS with CITY REZONINGS

None

C. SUBDIVISIONS with COUNTY REZONINGS

None

D. SUBDIVISIONS – MINOR, Primary/Secondary

None

E. SUBDIVISIONS – MAJOR, Primary

None

F. SUBDIVISIONS – MAJOR, Secondary

None

G. SUBDIVISIONS – MAJOR, Primary/Secondary

None

H. COUNTY REZONINGS

None

M. NEW BUSINESS

A. APPROVAL AND RECOMMENDATION REQUESTS

None

B. CITY REZONINGS.

1. DOCKET # 22 SO #1-26 2722 South Fruitridge Ave, Terre Haute R-1 to R-1PD Planned Development

Ms. Sydney Shahar read the staff report and the Petitioner was present.

RECCOMENDATION: Favorable with the following condition:

1. Site plan approval by the Department of Engineering

DISCUSSION: Mr. Marcus Maurer asked how many employees the business would have. The petitioner stated that they have two employees and may hire a part-time administrative staff member.

Ms. Debbie Carter asked about the zoning if the business does not move forward.

Mr. Jared Bayler explained that under planned development zoning, if the project does not materialize within 18 months or if the use stops, the rezoning will revert back to the original zoning.

MOTION: Mr. William Verdeyen made a motion to send a FAVORABLE recommendation

SECOND: Ms. Debbie May.

VOTE: The motion carried unanimously.

C. SUBDIVISIONS – MINOR, Primary
None

D. SUBDIVISIONS – MINOR, Primary/Secondary

1. DOCKET #13 File #7-26 Matthew Phillips Minor Subdivision

Mr. Jared Bayler read the staff report. The Petitioner was present.

RECOMMENDATION: Favorable with the following condition:

1. Road Cut Permit of needed

DISCUSSION: None

MOTION: Mr. Norm Froderman made a motion to APPROVE this subdivision with the above recommendations.

SECOND: Mr. Mark Clinkenbeard.

VOTE: The motion carried unanimously.

2. DOCKET #14 File #8-26 Replat of B&B Ranch

Mr. Jared Bayler read the staff report. The Petitioner was present.

RECOMMENDATION: Favorable with the following condition:

1. Road Cut Permit if needed

DISCUSSION: None

MOTION: Mr. Ryan Baker made a motion to APPROVE this subdivision with the above recommendations.

SECOND: Mr. Mark Clinkenbeard.

VOTE: The motion carried unanimously.

3. DOCKET #20 File #11-26 Phillips Three Lot Subdivision

Mr. Jared Bayler read the staff report. The Petitioner was present.

RECOMMENDATION: Favorable with the following condition:

1. Road Cut Permit if needed

DISCUSSION: None

MOTION: Mr. Mark Clinkenbeard made a motion to APPROVE this subdivision with the above recommendations.

SECOND: Mr. William Verdeyen.

VOTE: The motion carried unanimously.

E. SUBDIVISIONS with CITY REZONINGS
None

F. SUBDIVISIONS with COUNTY REZONINGS
None

G. SUBDIVISIONS – MAJOR/Primary

1. DOCKET #17 File #9-26 Mallorey Grace Subdivision

Mr. Jared Bayler read the staff report. Matt Voris was present on behalf of the petitioner.

RECOMMENDATION: Favorable with the following conditions needed for secondary approval:

1. Determination of the size and location of Putnam St.

DISCUSSION: None

MOTION: Mr. Ryan Baker made a motion to APPROVE this subdivision with the above recommendations.

SECOND: Mr. Marcus Maurer.

VOTE: The motion carried unanimously.

2. DOCKET #18 File #10-26 K. Wall Subdivision

Mr. Jared Bayler read the staff report. Mr. Matt Voris was present on behalf of the petitioner.

RECOMMENDATION: Favorable on the primary with NO CONDITIONS.

DISCUSSION: None

MOTION: Mr. Ryan Baker made a motion to APPROVE this subdivision with the above recommendations.

SECOND: Mr. Marcus Maurer.

VOTE: The motion carried unanimously.

H. SUBDIVISIONS – MAJOR/Secondary
None

I. SUBDIVISIONS – MAJOR/Primary/Secondary

1. DOCKET #11 File #6-26 Tuberosa Three-lot Subdivision

Mr. Jared Bayler read the staff report. Mr. Roger Meyer was present on behalf of the petitioner.

RECOMMENDATION: Favorable with the following conditions:

1. Road cut permits where needed
2. Drainage and Erosion Control Plan approval if requested
3. Bonding of 110% for infrastructure if requested
4. Fire Department approval
5. Recorded within 90 days

DISCUSSION: None

MOTION: Mr. Don Folk made a motion to APPROVE this subdivision with the above recommendations.

SECOND: Mr. Ryan Baker.

VOTE: The motion carried unanimously.

J. COUNTY REZONINGS

1. DOCKET #12 UZO #4-26 2044 North Main Street, Seelyville R-S to R-2 Two Family Residential District

Mr. Jared Bayler read the staff report. The petitioner was present.

RECOMMENDATION: FAVORABLE with the following condition:

1. Approval of a site plan.

DISCUSSION: None

MOTION: Mr. Norm Froderman made a motion to send a FAVORABLE recommendation.

SECOND: Mr. Mark Clinkenbeard.

VOTE: The motion carried unanimously.

2. DOCKET #15 UZO #5-26 5109 North 13th Street, Terre Haute
R-1 to M-1 Light Industrial District

Mr. Jared Bayler read the staff report. The petitioner was present.

RECOMMENDATION: FAVORABLE with no conditions.

DISCUSSION: None.

MOTION: Mr. Mark Clinkenbeard made a motion to send a FAVORABLE recommendation.

SECOND: Mr. William Verdeyen.

VOTE: The motion carried unanimously.

3. DOCKET #19 UZO #7-26 7964 East First Street, Riley
R-1 to C-7 General Commercial District

Mr. Jared Bayler read the staff report. Mr. Richard Shagley was present along with the petitioner.

RECOMMENDATION: FAVORABLE with the following conditions:

1. BZA approval for the special exception and variances.
2. Approval of the on street parking.

DISCUSSION: Mr. Jared Bayler stated that one of the handouts included an email opposing the rezoning request. The individuals who submitted the email live across the street from the property and expressed concerns regarding sanitation and the number of dogs.

The petitioner stated that sanitation would not be an issue, noting that they have operated a pet-related business for over ten years. She added that the dogs would not be left unattended and that noise would not be a concern, as the dogs would only be outside between 8:00 a.m. and 6:00 p.m.

Mr. Richard Shagley spoke on behalf of the Town of Riley. He described the outcome of the recent Riley Town Board meeting, noting that the board approved the rezoning request. He also stated that the proposed facility would be a positive addition to the community and would not create issues.

Ms. Debbie Carter expressed concerns about the facility being used for both grooming and boarding. She stated that there may not be sufficient space and that noise from the dogs could be disruptive.

The petitioner said that she has lived in the Town of Riley for the past 27 years and described the community as pet-friendly, noting that many residents around this area own pets.

Mr. Mark Clinkenbeard stated that he did not have concerns about this or parking but asked whether a privacy fence would be constructed. The petitioner confirmed that a privacy fence would be installed.

Ms. Becky Klingle, owner of Preferred Realty, expressed concerns about establishing a dog kennel in the area. She noted that there are no other commercial buildings nearby, aside from the fire department, and stated that her clients prefer to keep the area residential.

MOTION: Mr. William Verdeyen made a motion to send a FAVORABLE recommendation.

SECOND: Ms. Debbie May.

VOTE: The motion carried 11-1. Ms. Debra Carter was opposed.

K. CITY/COUNTY GENERAL ORDINANCES

1. **DOCKET #23 GO #1-26 Amendment to the Flood Damage Prevention Ordinance for Vigo County**

Ms. Sydney Shahar read the staff report.

RECOMMENDATION: FAVORABLE

DISCUSSION: None

MOTION: Mr. Mark Clinkenbeard made a motion to APPROVE this Ordinance.

SECOND: Mr. Ryan Baker.

VOTE: The motion carried unanimously.

2. **DOCKET #24 GO #2-26 A Non-Reverting Fund Ordinance**

Mr. Jared Bayler read the staff report.

RECOMMENDATION: FAVORABLE

DISCUSSION: None

MOTION: Mr. Mark Clinkenbeard made a motion to APPROVE this Ordinance.

SECOND: Mr. Norm Froderman.

VOTE: The motion carried unanimously.

K. RESOLUTIONS

1. **DOCKET #21 Resolution #1-26 Resolution of the Vigo County Area Plan Commission Designating and Declaring a Schedule of Fees for Applications, Petitions and Permits**

Mr. Jared Bayler read the staff report.

RECOMMENDATION: FAVORABLE

DISCUSSION: Mr. John Hanley stated that the group had discussed making the change effective May 1, 2026.

Mr. Jared Bayler agreed with the proposed effective date of May 1, 2026, noting that it would provide contractors sufficient time to fulfill existing contracts.

Mr. Mark Clinkenbeard expressed appreciation to staff, stating that the Commissioners are appreciative of the department's efforts.

MOTION: Mr. Mark Clinkenbeard made a motion to APPROVE this Resolution.

SECOND: Mr. Norm Froderman.

VOTE: The motion carried unanimously.

N. PLAN COMMISSION DISCUSSION

None

O. ADJOURN

MOTION: Mr. Norm Froderman made a motion to Adjourn.

SECOND: Mr. Mark Clinkenbeard.

VOTE: The motion carried.

TIME: 7:13 p.m.

John M. Hanley, President
Area Planning Commission

Norm Froderman, Secretary
Area Planning Commission