

HIGHLAND PLAN COMMISSION
Study Session Minutes
July 2, 2025

Study Session began at 6:30 P.M.

In attendance were: Commissioners Kissee, Neal, Turich, Wright and Zemen. Also in attendance were Ken Mika, Building Commissioner/Zoning Administrator, Plan Commission Attorney John Reed and Plan Commission Engineer Derek Snyder. Commissioner Severson and Smith were absent.

Those in attendance were advised that beginning today with this meeting pursuant to a change in State Law, we will have to live stream the meeting. Mr. Mika cautioned everyone we will now be live. He also provided President Kissee with language that has to be read in that regard prior to each meeting. Going forward this language will appear on the meeting agendas.

Those in attendance met with James Hus of DVG Team representing Fair Haven Rape Crisis Center located at 2645 Ridge Rd. Also present was Executive Director Kelly Bates, and Jim Keilman of PBS Construction for an overview of a proposed 3200 sq. ft. auxiliary building for stabilization housing. This would involve the petitioner re-subdividing the property in addition to having them compile a Downtown Zoning Overlay District Development Plan that the Plan Commission would need to approve.

Mr. Mika explained that to date the project hinges on the petitioner still needing approval for the Use Variance, which the BZA had given a 3 – 1 Favorable Recommendation to the Town Council, which they should be acting on at their July 14th meeting. The majority of what they will need to pursue with the Plan Commission has already been prepared with some tweaking still needed.

The petitioner knows they are proceeding at their own risk should they not get the required Use Variance for the proposed Use.

Mr. Hus passed out preliminary building renditions, site plans, along with preliminary subdivision plat and engineering.

Derek Snyder expressed some concern in reference to the shown location of the storm water detention area in proximity to the building foundation, and that the proposed ADS system may not be reliable as it pertained to this matter. Mr. Hus had some thoughts that will be reflected on revised drawings. Also as part of the subdivision process there is some right-of-way which exists that we are suggesting being deeded over to them similar to what was done with the American Legion across the street from this location a couple of years ago. Attorney Reed was to be contacted to see if that could be done.

They were asked if there would be new parking lot lighting included in this project. We were advised that the only lighting would be building wall packs, which we advised would need to be shielded for down lighting. A question arose regarding dumpster location. They were advised that whether on the existing site or new, they would be required to have a dumpster enclosure built as required by Town code as part of this project.

State of Indiana House Representative Julie Olthoff was present and expressed why this project was important, needed, and one which she supported. She then had Executive Director Kelly Bates explain a little about herself, the history of Fair Haven Rape Crisis Organization and the importance of having this project achieved.

It was uncertain when they will be back before the Plan Commission due to some of the stated issues still being worked through. In addition, proper petition filings have yet to be submitted for Subdivision, or the Downtown Zoning Overlay District Development Plan.

Mr. Mika went over the status of some of the ongoing projects in Town.

Study Session ended at 7:35 P.M.

Ken Mika

Building Commissioner / Zoning Administrator